




MACKENZIE COUNTY

# REGULAR COUNCIL MEETING

**AUGUST 18, 2021**  
**10:00 AM**

FORT VERMILION COUNCIL  
CHAMBERS

 780.927.3718

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

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**Mackenzie County**



**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING**

**Wednesday, August 18 2021  
10:00 a.m.**

**Fort Vermilion Council Chambers**

**Fort Vermilion, Alberta**

**AGENDA**

			Page
<b>CALL TO ORDER:</b>	1.	a) Call to Order	
<b>AGENDA:</b>	2.	a) Adoption of Agenda	
<b>ADOPTION OF PREVIOUS MINUTES:</b>	3.	a) Minutes of the July 14, 2021 Regular Council Meeting	7
		b) Business Arising out of the Minutes	
<b>CLOSED MEETING:</b>		<i>Freedom of Information and Protection of Privacy Act</i> Division 2, Part 1 Exceptions to Disclosure	
	4.	a) Update on Disaster Recovery Mitigation (s 23, s 24, s 25)	
		b) Conditional Grant Agreement (s 25, s 27, s 29)	
		c)	
<b>TENDERS:</b>		Tender openings are scheduled for 11:00 a.m.	
	5.	a) Request For Proposals – Culvert Upgrades	23
		b) Request For Proposals – Tompkins Crossing – Ice Bridge Construction	25
<b>PUBLIC HEARINGS:</b>		Public Hearings are scheduled for 1:00 p.m.	
	6.	a) None	
<b>DELEGATIONS</b>	7.	a) Sherilyn (Eek) Uitvlugt – Consideration to Amend Bylaw 729-09 10:30 a.m.	27
		b) Mackenzie Wellness Centre Update Presentation 10:45 a.m.	35

		c)	RCMP – 11:45 a.m.	65
<b>GENERAL REPORTS:</b>	8.	a)	CAO & Director Reports	91
		b)		
<b>AGRICULTURE SERVICES:</b>	9.	a)	None	
<b>COMMUNITY SERVICES:</b>	10.	a)	Hamlet Clean-up – Fall Proposals	103
		b)	Firewood – La Crete Lagoon	121
		c)		
<b>FINANCE:</b>	11.	a)	Financials	123
		b)	Councillor Expense Claims	133
		c)	Member at Large Expense Claims	135
		d)		
<b>OPERATIONS:</b>	12.	a)	Mower Replacement	137
		b)		
<b>UTILITIES:</b>	13.	a)	None	
		b)		
<b>PLANNING &amp; DEVELOPMENT:</b>	14.	a)	Bylaw 1234-21 Land Use Bylaw Amendment to Rezone NE 9-106-15-W5M from La Crete Highway Commercial “LC-HC” to Institutional “I”, and from Hamlet Residential 1 “H-R1”, Hamlet Residential 2 “H-R2”, & Manufactured Home Subdivision “MHS” to Hamlet Residential 1A “H-R1A”, La Crete Town Centre “LC-TC”, & Hamlet Residential 1B “H-R1B”	139
		b)	Bylaw 1235-21 Land Use Bylaw Amendment to Rezone NW 15-106-15-W5M from Agricultural “A” to Rural Industrial General “RIG”	153
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		d)	Bylaw 1237-21 to Amend Bylaw 1116-18 Lane Closure Within Plan 052 2360	169
		e)	100A Street Plan (La Crete)	175
		f)	Request to Waive Fees for Subdivision 44-SUB-21	179
		g)	IMPC Quorum Waiver	183
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<b>ADMINISTRATION:</b>	15.	a)	Appointment of Assessment Review Board Clerk	189
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		c)	High Level Agricultural Society – Request for Sponsorship	193
		d)	Alberta Metis Association General Assembly	197
		e)		
<b>COUNCIL COMMITTEE REPORTS:</b>	16.	a)	Council Committee Reports (verbal)	
		b)	Inter-municipal Planning Commission Meeting Minutes	201
		c)	Municipal Planning Commission Meeting Minutes	207
		d)		
<b>INFORMATION / CORRESPONDENCE:</b>	17.	a)	Information/Correspondence	229
<b>NOTICE OF MOTION:</b>	18.	a)		
<b>NEXT MEETING DATES:</b>	19.	a)	Regular Council Meeting September 14, 2021 10:00 a.m. Fort Vermilion Council Chambers	
		b)	Organizational Meeting October 26, 2021 10:00 a.m.	

Fort Vermilion Council Chambers

**ADJOURNMENT:**        20.    a)    Adjournment



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>August 18, 2021</b>
<b>Presented By:</b>	<b>Colleen Sarapuk, Administrative Officer</b>
<b>Title:</b>	<b>Minutes of the July 14, 2021 Regular Council Meeting</b>

**BACKGROUND / PROPOSAL:**

Minutes of the July 14, 2021, 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. Sarapuk Reviewed by: \_\_\_\_\_ CAO: \_\_\_\_\_

**RECOMMENDED ACTION:**

- Simple Majority       Requires 2/3       Requires Unanimous

That the minutes of the July 14, 2021 Regular Council Meeting be adopted as presented.

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



**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING**

**Wednesday, July 14, 2021  
10:00 a.m.**

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

**PRESENT:** Josh Knelsen Reeve  
Walter Sarapuk Deputy Reeve -virtual – left at 12:00 p.m.  
Peter F. Braun Councillor  
Cameron Cardinal Councillor  
David Driedger Councillor  
Eric Jorgensen Councillor  
Lisa Wardley Councillor  
Anthony Peters Councillor  
Ernest Peters Councilor - virtual – left at 11:00 a.m.  
Jacquie Bateman Councillor – virtual -joined meeting at  
10:39 a.m.– left meeting 10:47 a.m.

**REGRETS:**

**ADMINISTRATION:** Len Racher Chief Administrative Officer  
Byron Peters Director of Projects and Infrastructure  
Carrie Simpson Director of Legislative Services/Recording  
Secretary  
Jennifer Batt Director of Finance  
Jeff Simpson Director of Operations  
Don Roberts Director of Community Services  
Caitlin Smith Manager of Planning and Development  
Colleen Sarapuk Administrative Officer  
Willie Schmidt Fleet Maintenance Manager - virtual  
John Zacharias Director of Utilities

**ALSO PRESENT:**

Minutes of the Regular Council meeting for Mackenzie County held on July 13, 2021 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 21-07-511 MOVED** by Councillor Braun

That the agenda be adopted with the additions:

- 4.b) Six Mile Road Budget Amendments
- 10.b) La Crete Walking Trail – LOC Salvage
- 10.c) Non Profit Grant Applications Letter of Support
- 11.b) Property Sale Zama
- 15.c) Appointment of Returning Officer

**CARRIED**

**3. a) Minutes of the June 23, 2021 Regular Council Meeting**

**MOTION 21-07-512**

**MOVED** by Councillor Wardley

That the minutes of the June 23, 2021 Regular Council Meeting be adopted as presented.

**CARRIED**

**ADOPTION OF  
PREVIOUS MINUTES:**

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

**CLOSED MEETING:**

**4. Closed Meeting**

**MOTION 21-07-513**

**MOVED** by Councillor Driedger

That Council move into a closed meeting at 10:03 a.m. to discuss the following:

- 4.a) Street Rebuild Quote Negotiations (s. 21, 24, 25)
- 4.b) Six Mile Road Budget Amendment (s. 21, 24, 25)

**CARRIED**

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

- All Members of Council
- Len Racher, Chief Administrative Officer
- Byron Peters, Director of Projects & Infrastructure
- Jennifer Batt, Director of Finance
- Jeff Simpson, Director of Operations
- Carrie Simpson, Director of Legislative Services
- Don Roberts, Director of Community Services
- Caitlin Smith, Manager of Planning & Development
- Colleen Sarapuk, Administrative Officer
- Willie Schmidt, Fleet Maintenance Manager

- John Zacharias, Director of Utilities

**MOTION 21-07-514**      **MOVED** by Councillor Wardley

That Council move out of a closed meeting at 10:47 a.m.

**CARRIED**

**CLOSED MEETING:**      **4.b) Six Mile Road Budget Amendment (addition)**

**MOTION 21-07-515**      **MOVED** by Councillor Bateman  
Requires Unanimous

That the 2021 budget for the Six Mile Road Rebuild Project be amended to \$517,000.00 with funding coming from Municipal Sustainability Initiative, to cover the extra cost of the change to the scope of work.

**CARRIED**

**CLOSED MEETING:**      **4.a) Street Rebuild Quote Negotiations**

**MOTION 21-07-516**      **MOVED** by Councillor Jorgensen

That the 49<sup>th</sup> Street Rebuild be awarded to the lowest qualified bid.

**CARRIED**

Reeve Knelsen recessed the meeting at 10:56 a.m. and reconvened the meeting at 11:08 a.m.

**TENDERS**      **5.a) Tender- La Crete North Sanitary Trunk Sewer Engineering**

**MOTION 21-07-517**      **MOVED** by Councillor Braun

That the 2021 Budget be amended for \$45,000.00 for the La Crete North Sanitary Sewer Engineering with funds coming from the General Operating Reserve.

**CARRIED**

**COMMUNITY SERVICES:**      **10. a) Fort Vermilion Street Scape Dock Project**

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**MOTION 21-07-518**      **MOVED** by Councillor Wardley

That the budget be amended with \$25,394 from the Fort Vermilion Street Scape project being allocated to a new project - Fort Vermilion Street Scape Second Dock project.

**CARRIED**

**MOTION 21-07-519**      **MOVED** by Councillor Braun

That the engineering contract for the La Crete North Sanitary Trunk Sewer Phase 1 be awarded to Helix Engineering.

**CARRIED**

**DELEGATIONS:**      **7. a) Glenn Newman -Wood – Mackenzie County Regional Waterline**

**MOTION 21-07-520**      **MOVED** by Councillor Jorgensen

That the presentation from Wood regarding the Mackenzie County Regional Waterline be received for information.

**CARRIED**

Reeve Knelsen recessed the meeting at 12:01 p.m. and reconvened the meeting at 12:46 p.m.

**GENERAL REPORTS:**      **8. a) CAO & Director Reports for June, 2021**

**MOTION 21-07-521**      **MOVED** by Councillor Wardley

That the CAO & Director reports for June 2021 be received for information.

**CARRIED**

**COMMUNITY SERVICES:**      **10. b) La Crete Walking Trail LOC Salvage (addition)**

**MOTION 21-07-522**      **MOVED** by Councillor Wardley  
 Requires Unanimous

That a letter requesting that the Municipality and or nonprofit for recreational usage that the Timber Salvage fees be waived.

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**CARRIED**

**PUBLIC HEARINGS: 6.a) Bylaw 1227-21 Land Use Bylaw Amendment to Rezone Plan 072 5380, Block 3, Lot 1 from Fort Vermilion Highway Commercial “FV-HC” & Fort Vermilion Light Industrial “FV-LI” to Fort Vermilion Heavy Industrial “FV- HI”**

Reeve Knelsen call the public hear for Bylaw 1227-21 to order at 1:03 p.m.

Reeve Knelsen asked if the public hearing for proposed bylaw 1227-21 was properly advertised. Caitlin Smith, Manager or Planning & Development, answered that the bylaw was advertised in accordance with the Municipal Government Act.

Reeve Knelsen asked the Development Authority to outline the proposed Amendment to Rezone Plan 072 5380, Block 3, Lot 1 from Fort Vermilion Highway Commercial “FV-HC” & Fort Vermilion Light Industrial “FV-LI” to Fort Vermilion Heavy Industrial “FV-HI”.

Caitlin Smith, Manager of Planning & Development presented the following:

*Mackenzie County has received a request to rezone Plan 072 5380, Block 3, Lot 1 in the Hamlet of Fort Vermilion from Fort Vermilion Highway Commercial “FV-HC” and Fort Vermilion Light Industrial “FV-LI” to Fort Vermilion Heavy Industrial “FV-HI” to accommodate a truck wash and fuel station.*

*The subject parcel is adjacent to Highway 88 and located near an existing service station. The developer plans to construct a truck wash in the near future with a larger service station to follow with later development phases.*

*Administration will need to determine the servicing feasibility of the area.*

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

Would the access be coming from the North?

The bottom portion would be coming from Range Road 125A.

Reeve Knelsen asked if any submissions were received in regards to proposed Bylaw 1227-21. No submissions were received.

Reeve Knelsen asked if there was anyone present who would like

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to speak in regards to the proposed Bylaw 1227-21. There was no one present to speak to the proposed bylaw.

Reeve Knelsen closed the public hearing for Bylaw 1227-21 at 1:06 p.m.

**MOTION 21-07-523      MOVED** by Councillor Wardley

That second reading be given to Bylaw 1227-21 being a Land Use Bylaw Amendment to rezone Plan 072 5380, Block 3, Lot 1 from Fort Vermilion Highway Commercial "FV-HC" & Fort Vermilion Light Industrial "FV-LI" to Fort Vermilion Heavy Industrial "FV-HI" to accommodate a service station – major.

**CARRIED**

**MOTION 21-07-524      MOVED** by Councillor Braun

That third reading be given to Bylaw 1227-21 being a Land Use Bylaw Amendment to rezone Plan 072 5380, Block 3, Lot 1 from Fort Vermilion Highway Commercial "FV-HC" & Fort Vermilion Light Industrial "FV-LI" to Fort Vermilion Heavy Industrial "FV-HI" to accommodate a service station – major.

**CARRIED**

**PUBLIC HEARINGS:      6.b)    Bylaw 1228-21 Land Use Bylaw Amendment to Rezone Plan 072 1505, Block 12, Lot 1 from Fort Vermilion Highway Commercial "FV-HC" to Hamlet Residential 1 "H-R1"**

Reeve Knelsen call the public hear for Bylaw 1228-21 to order at 1:07 p.m.

Reeve Knelsen asked if the public hearing for proposed bylaw 1228-21 was properly advertised. Caitlin Smith, Manager or Planning & Development, answered that the bylaw was advertised in accordance with the Municipal Government Act.

Reeve Knelsen asked the Development Authority to outline the proposed Amendment to Rezone Plan 072 1505, Block 12, Lot 1 from Fort Vermilion Highway Commercial "FV-HC" to Hamlet Residential 1 "H-R1". Caitlin Smith, Manager of Planning & Development presented the following:

*Mackenzie County has received a request to rezone Plan 075*

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*1505, Block 12, Lot 1 in the Hamlet of Fort Vermilion from Fort Vermilion Light Industrial "FV-LI" to Hamlet Residential 1 "H-R1" to accommodate a multi-family residence.*

*The subject parcel in approximately 2.0 hectares (4.99 acres) in size, there is no maximum lot size established for the Hamlet Residential 1 "H-R1" zoning district within the Land Use Bylaw.*

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

Reeve Knelsen asked if any submissions were received in regards to proposed Bylaw 1228-21. No submissions were received.

Reeve Knelsen asked if there was anyone present who would like to speak in regards to the proposed Bylaw 1228-21. There was no one present to speak to the proposed bylaw.

Reeve Knelsen closed the public hearing for Bylaw 1228-21 at 1:08 p.m.

**MOTION 21-07-525**

**MOVED** by Councillor A. Peters

That second reading be given to Bylaw 1228-21 being a Land Use Bylaw Amendment to rezone Plan 072 1505, Block 12, Lot 1 from Fort Vermilion Highway Commercial "FV-HC" to Hamlet Residential 1 "H-R1" to accommodate a multi-family residence.

**CARRIED**

**MOTION 21-07-526**

**MOVED** by Councillor Braun

That third reading be given to Bylaw 1228-21 being a Land Use Bylaw Amendment to rezone Plan 072 1505, Block 12, Lot 1 from Fort Vermilion Highway Commercial "FV-HC" to Hamlet Residential 1 "H-R1" to accommodate a multi-family residence.

**CARRIED**

**PUBLIC HEARINGS:**

**6.c) Bylaw 1230-21 Land Use Bylaw Amendment to Rezone Part of Plan 182 1653, Block 2, Lot 4 from Rural Industrial General "RIG" to Rural Country Residential 4 "RCR4"**

Reeve Knelsen call the public hear for Bylaw 1230-21 to order at 1:10 p.m.

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Reeve Knelsen asked if the public hearing for proposed bylaw 1230-21 was properly advertised. Caitlin Smith, Manager or Planning & Development, answered that the bylaw was advertised in accordance with the Municipal Government Act.

Reeve Knelsen asked the Development Authority to outline the proposed Amendment to Rezone Part of Plan 182 1653, Block 2, Lot 4 from Rural Industrial General "RIG" to Rural Country Residential 4 "RCR4". Caitlin Smith, Manager of Planning & Development presented the following:

*Administration has received a Land Use Bylaw Amendment application to rezone a portion of Plan 182 1653, Block 2, Lot 4 from Rural Industrial General "RIG" to Rural Country Residential 4 "RCR4". The subject lot is adjacent to the north boundary of the Hamlet of La Crete.*

*The developer has submitted an eighty (80) lot subdivision lot layout plan which is proposed to be half industrial lots and half country residential type lots with a 15m berm for buffer. The industrial portion (32-SUB-21) was approved by the Municipal Planning Commission on June 10, 2021.*

*The applicant would like to develop 0.8-1.5 acre rural country residential lots, similar in size to the hamlet country residential lots in La Crete; the intension of the area would be estate living. Only dwelling-single family homes with attached garages would be permitted and the homes would be required to be a minimum of 1500 sq ft less the garage.*

*The developer would like to have higher density lots adjacent to the hamlet that would eventually be within hamlet should boundaries change. This would be the first rural country residential subdivision with lots of this size.*

*Currently, there are no Area Structure Plan reference to this specific location other than the 2020 La Crete Industrial Lands strategy. This entire parcel has been identified as proposed light industrial pocket as La Crete expands.*

*Administration and the developer have come to a temporary servicing solution until municipal sanitary sewer can be installed.*

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 1230-21. No submissions were received.

Reeve Knelsen asked if there was anyone present who would like to speak in regards to the proposed Bylaw 1230-21. There was

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no one present to speak to the proposed bylaw.

Reeve Knelsen closed the public hearing for Bylaw 1230-21 at 1:13 p.m.

**MOTION 21-07-527** **MOVED** by Councillor Driedger

That second reading be given to Bylaw 1230-21 being a Land Use Bylaw Amendment to Rezone Part of Plan 182 1653, Block 2, Lot 4 from Rural Industrial General "RIG" to Rural Country Residential 4 "RCR4".

**CARRIED**

**MOTION 21-07-528** **MOVED** by Councillor Braun

That third reading be given to Bylaw 1230-21 being a Land Use Bylaw Amendment to Rezone Part of Plan 182 1653, Block 2, Lot 4 from Rural Industrial General "RIG" to Rural Country Residential 4 "RCR4".

**CARRIED**

**AGRICULTURE  
 SERVICES:**

9. a) **None**

**COMMUNITY  
 SERVICES:**

10. c) **Non Profit Grant Application Letter of Support  
 (addition)**

**MOTION 21-07-529**  
 Requires Unanimous

**MOVED** by Councillor Wardley

That Mackenzie County send letters of support for the grant applications the La Crete Agricultural Society and the Zama Recreational Society organizations.

**CARRIED**

**FINANCE:**

11. a) **Financial Reports – January 1 – June 30, 2021**

**MOTION 21-07-530** **MOVED** by Councillor Braun

That the financial reports for January to June 30, 2021 be received for information.

**CARRIED**

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**FINANCE: 11. b) Property Sale in Zama (addition)**

**MOTION 21-07-531** **MOVED** by Councillor Wardley  
 Requires Unanimous

That the property at 1030 Tower Road in Zama be publicly advertised and put up for sale with a closing date of August 14, 2021.

**CARRIED**

**OPERATIONS: 12. a) Vehicle Disposal**

**MOTION 21-07-532** **MOVED** by Councillor Driedger

That Unit 1051 be sent to La Crete Auction Mart for the July 24, 2021 consignment sale.

**CARRIED**

Reeve Knelsen recessed the meeting at 1:47 p.m. and reconvened the meeting at 2:03 p.m.

**UTILITIES: 13. a) Storm Pond "A" for the hamlet of La Crete**

**MOTION 21-07-533** **MOVED** by Councillor Driedger  
 Requires 2/3

That the 2021 budget be amended to include North Storm Pond "A" project with \$1,100,000.00 with funding coming from debenture borrowing.

**CARRIED**

**PLANNING & DEVELOPMENT: 14. a) Bylaw 1232-21 Land Use Bylaw Amendment to Rezone Plan 2938RS, Block 2, Lots 2-7 & 9 and Plan 2938RS, Block 3, Lot 11 from Hamlet Residential 1 "H-R1" to Fort Vermilion Commercial Centre "FV-CC"**

**MOTION 21-07-534** **MOVED** by Councillor Wardley

That first reading be given to Bylaw 1232-21 being a Land Use Bylaw Amendment to rezone Plan 2938RS, Block 2, Lots 2- 9 and Plan 2938RS, Block 3, Lot 11 from Hamlet Residential 1 "H-R1" to Fort Vermilion Commercial Centre "FV-CC" to accommodate commercial development, subject to public hearing input.

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**CARRIED**

**PLANNING &  
 DEVELOPMENT:**

**14. b) Bylaw 1233-21 Partial Plan Cancellation and  
 Consolidation of Plan 2983RS, Block 2, Lots 5 & 6**

**MOTION 21-07-535**

**MOVED** by Councillor Cardinal

That first reading be given to Bylaw 1233-21 being a Partial Plan Cancellation and Consolidation Bylaw for Plan 2938RS, Block 2, Lots 5 & 6, subject to public hearing input.

**CARRIED**

**PLANNING &  
 DEVELOPMENT:**

**14. c) Rural Development Standards DEV007**

**MOTION 21-07-536**

**MOVED** by Councillor Wardley

That the Rural Development Standards Policy DEV007 be amended as presented.

**CARRIED**

**PLANNING &  
 DEVELOPMENT:**

**14. d) General Municipal Improvement Standards DEV008**

**MOTION 21-07-537**

**MOVED** by Councillor Braun

That the General Municipal Improvement Standards Policy DEV008 be amended as presented.

**CARRIED**

**PLANNING &  
 DEVELOPMENT:**

**14. e) Off-Site Levy Fee and Municipal Reserve Deferral**

**MOTION 21-07-538**

**MOVED** by Councillor A. Peters

That Mackenzie County allow deferral of Off-Site Levy Fees and Municipal Reserve for large subdivisions within Hamlet boundaries.

**CARRIED**

**PLANNING &  
 DEVELOPMENT:**

**14. f) Development Statistics Report – January to June 2021**

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**MOTION 21-07-539**      **MOVED** by Councillor Wardley

That the development statistics report for January - June 2021, be received for information.

**CARRIED**

**PLANNING &  
 DEVELOPMENT:**

**14. g) Public Engagement Draft Conservation Agreement for Wood Bison**

**MOTION 21-07-540**      **MOVED** by Councillor Jorgensen

That Councillor Jorgensen works with administration on submitting comments regarding the Draft Conservation Agreement for Wood Bison.

**CARRIED**

**ADMINISTRATION:**      **15. a) Canada Community Revitalization Fund**

**MOTION-21-07-541**      **MOVED** by Councillor Wardley

That Mackenzie County apply for the Canada Community Revitalization Fund in the amount of \$500,000 to fund downtown improvements for Fort Vermilion.

**CARRIED**

**ADMINISTRATION:**      **15. b) 2021 Conventions**

**MOTION-21-07-542**      **MOVED** by Councillor Wardley

That all Council be authorized to attend the Fall RMA Convention November 23 - 26, 2021.

**CARRIED**

**MOTION-21-07-543**      **MOVED** by Councillor Jorgensen

That all Council be authorized to attend the Alberta Forest Products Association convention on September 29 – October 1, 2021.

**CARRIED**

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**MOTION-21-07-544**      **MOVED** by Councillor Braun

That all Council be authorized to attend the RMA Zone Meeting on August 13, 2021.

**CARRIED**

**ADMINISTRATION:**      **15. c) Appointment of Returning Officer (addition)**

**MOTION-21-07-545**      **MOVED** by Councillor Jorgensen  
Requires Unanimous

That Carrie Simpson be appointed the Returning Officer for Mackenzie County.

**CARRIED**

**COUNCIL COMMITTEE REPORTS:**      **16. a) Council Committee Reports (verbal)**

**MOTION 21-07-546**      **MOVED** by Councillor Driedger

That the Council Committee Reports be received for information.

**CARRIED**

**INFORMATION / CORRESPONDENCE:**      **17. a) Information/Correspondence**

**MOTION 21-07-547**      **MOVED** by Councillor Jorgensen

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

**CARRIED**

**NOTICE OF MOTION:**      **18. a)**

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

Committee of the Whole  
August 17, 2021  
10:00 a.m.  
Fort Vermilion Council Chambers

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Regular Council Meeting  
August 18, 2021  
10:00 a.m.  
Fort Vermilion Council Chambers

**ADJOURNMENT: 20. a) Adjournment**

**MOTION 21-07-548 MOVED** by Councillor Jorgensen

That the council meeting be adjourned at 3:37 p.m.

**CARRIED**

These minutes will be presented to Council for approval on August 17, 2021.

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Joshua Knelsen  
Reeve

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Lenard Racher  
Chief Administrative Officer

UNAPPROVED

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**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>August 18, 2021</b>
<b>Presented By:</b>	<b>Jeff Simpson, Director of Operations</b>
<b>Title:</b>	<b>TENDER Request For Proposals – Culvert Upgrades</b>

## **BACKGROUND / PROPOSAL:**

Administration prepared and advertised the Request for Proposals for Culvert Upgrades. Submissions were due at Fort Vermilion County office August 17, 2021 at 4:30 p.m. Proposals were advertised for bidding as Project A: North West of the Peace River and Project B: South of the Peace River.

## **OPTIONS & BENEFITS:**

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

2021 Capital Budget - Washout & Culvert Upgrades  
Combined maximum budget of \$500,000

## **SUSTAINABILITY PLAN:**

## **COMMUNICATION / PUBLIC PARTICIPATION:**

Successful bidders will be notified.

## **POLICY REFERENCES:**

Policy FIN025 Purchasing Authority Directive and Tendering Process

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

**RECOMMENDED ACTION:**

Motion 1:

- Simple Majority       Requires 2/3       Requires Unanimous

That the 'Culvert Upgrades' Tenders - Envelope #1 be opened.

Motion 2: (if required)

- Simple Majority       Requires 2/3       Requires Unanimous

That the unqualified 'Culvert Upgrades' Tenders be returned to the senders without opening Envelope #2.

Motion 3:

- Simple Majority       Requires 2/3       Requires Unanimous

That the 'Culvert Upgrades' Tenders - Envelope #2 be opened for the qualified bidders.

Motion 4:

- Simple Majority       Requires 2/3       Requires Unanimous

That Administration review the tenders and return for awarding later in the meeting.

Motion 5:

- Simple Majority       Requires 2/3       Requires Unanimous

That the 'Culvert Upgrades' contracts be awarded to the lowest qualified bidders while staying within budget.

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





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>August 18, 2021</b>
<b>Presented By:</b>	<b>Jeff Simpson, Director of Operations</b>
<b>Title:</b>	<b>TENDER Request For Proposals – Tompkins Crossing – Ice Bridge Construction</b>

## **BACKGROUND / PROPOSAL:**

Administration prepared and advertised the Request for Proposals for Tompkins Crossing – Ice Bridge Construction. This contract is for a three-year term with the option to renew. Submissions were due at Fort Vermilion County office August 17, 2021 at 4:30 p.m.

## **OPTIONS & BENEFITS:**

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

Yearly Operating Budget - \$120,000

## **SUSTAINABILITY PLAN:**

## **COMMUNICATION / PUBLIC PARTICIPATION:**

Successful bidders will be notified.

## **POLICY REFERENCES:**

Policy FIN025 Purchasing Authority Directive and Tendering Process

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

**RECOMMENDED ACTION:**

Motion 1:

- Simple Majority       Requires 2/3       Requires Unanimous

That the 'Tompkins Crossing – Ice Bridge Construction' Tenders - Envelope #1 be opened.

Motion 2: (if required)

- Simple Majority       Requires 2/3       Requires Unanimous

That the unqualified 'Tompkins Crossing – Ice Bridge Construction' Tenders be returned to the senders without opening Envelope #2.

Motion 3:

- Simple Majority       Requires 2/3       Requires Unanimous

That the 'Tompkins Crossing – Ice Bridge Construction' Tenders - Envelope #2 be opened for the qualified bidders.

Motion 4:

- Simple Majority       Requires 2/3       Requires Unanimous

That Administration review the tenders and return for awarding later in the meeting.

Motion 5:

- Simple Majority       Requires 2/3       Requires Unanimous

That the 'Tompkins Crossing – Ice Bridge Construction' contracts be awarded to the lowest qualified bidders while staying within budget.

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



**Mackenzie County**

# REQUEST FOR DIRECTION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>August 18, 2021</b>
<b>Presented By:</b>	<b>Caitlin Smith, Manager of Planning &amp; Development</b>
<b>Title:</b>	<b>DELEGATION Consideration to Amend Bylaw 726-09</b>

## **BACKGROUND / PROPOSAL:**

Sherilyn (Eek) Uitvlugt has requested to speak with Council and request that consideration be given to amend Bylaw 926-09.

The letter of request, along with a proposed map amendment and bylaw are attached.

## **OPTIONS & BENEFITS:**

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

N/A

## **SUSTAINABILITY PLAN:**

N/A

## **COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

## **POLICY REFERENCES:**

Bylaw 926-09

**Author:** C. Sarapuk **Reviewed by:** CS **CAO:** \_\_\_\_\_

**RECOMMENDED ACTION:**

Simple Majority

Requires 2/3

Requires Unanimous

For discussion.

**Author:** C. Sarapuk **Reviewed by:** CS **CAO:** \_\_\_\_\_

August 10, 2021

**RE: Issue to be raised at the August 18, 2021 Mackenzie County Council Meeting**

Dear Mr. Len Racher,

We are writing to you today to ask the MD #23 Council to consider amending Bylaw No. 726/09. Currently the bylaw requires us, as landowners in the benefiting area of the water line, to pay \$15,000 per acre utility infrastructure charge for every acre of development. If we develop/subdivide the area (14.86 acres) in the future, we will have to pay a one time fee of \$222,900 which ends up being approximately half of the cost of the original project construction. This cost is prohibitive concerning the average price of Fort Vermilion land being only \$8,000 acre, making any subdivided lot too expensive to sell. Therefore, it is not in our interest to subdivide in the foreseeable future and perhaps ever. As a result, our portion of the charge may take decades, if ever, to recoup.

Although we let the water line go through the property to help the town upon their request (so our neighbours to the west could have access to town water) rather than from a desire to subdivide for personal gain at that time (2009), we do recognise that it does help us develop the land now. Our request is to not have the charge removed, but to have it reduced so the price of the future lots would be more reasonable.

We thought of two ways of reducing the Utility Charge amount but are open to discussing other solutions since we are not familiar with municipal affairs and, therefore, other possible options. They are:

- 1) Enlarging the current benefiting area. We would argue that the current map (total service area of 30 acres) attached to the bylaw is no longer accurate, especially since it is our understanding that the land south of it (about 58 acres) is changing from agricultural zoning to municipal to enable a new and large housing development. All these lots will now benefit from the water line.
- 2) Asking the MD to consider subsidizing a percentage of the total project cost recuperation. The current bylaw has the entire cost to be paid solely by the landowners in the benefiting area/close to the water line at that time. Because of the future developments on the south to the west, the MD, as a current and future owner of these properties, is also benefiting greatly from the presence of the water line going through our land. Would they be willing to share the cost?

Thank you for considering our request and we look forward to meeting with you and the council in person soon.

Sincerely,

Marilyn Eek,  
Sherilyn (Eek) Uitvlugt, and  
Kristen Eek  
*Current owners of River Lot 10, Fort Vermilion*



**BYLAW NO. 726/09**

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

**TO AUTHORIZE THE UTILITY INFRASTRUCTURE CHARGE  
IN THE HAMLET OF FORT VERMILION**

**WHEREAS**, the Municipal Government Act, being Chapter M-26 of the Revised Statutes of Alberta enables Council to pass a bylaw for municipal purposes respecting public utilities; and

**WHEREAS**, the Council of Mackenzie County has deemed it necessary, and at the request of the affected property owners, to extend the existing public utility by way of the water distribution and sewer collection lines installation in the Hamlet of Fort Vermilion in order to provide a municipal utility service to the properties or portions thereof as described in Schedule A; and

**WHEREAS**, the plans and specifications have been prepared and the estimated cost for the water distribution and sewer collection line construction is Four Hundred and Fifty Thousand Dollars (\$450,000); and

**WHEREAS**, the municipality must provide the municipal utility service to the parcel on the request of the owner of the parcel if the system or works of a municipal public utility that provide a municipal utility service are adjacent to a parcel of land;

**WHEREAS**, the municipal service to be provided can be subject to terms, fees and charges established by Council.

**NOW THEREFORE**, under the authority of the Municipal Government Act, the Council of the Mackenzie County in the Province of Alberta, enacts as follows:

1. That a utility infrastructure charge be established to recover the construction cost of water distribution and sewer collection lines from the benefiting area as shown on Schedule A and be calculated as follows:

$$\begin{array}{r} \text{Total project cost } \$450,000 \\ \hline \text{Total service area } 30 \text{ acres} \\ \text{(net of road allowance and public utility lanes)} \end{array} = \$15,000 \text{ per acre}$$

2. The utility infrastructure charge for the developed properties shall be the higher of \$15,000 per acre or \$15,000 per title and be paid prior to connection to the municipal utility services.

3. The \$15,000 per acre utility infrastructure charge shall be applied as a condition of issuing a development permit for all future development in the Schedule A area;
4. Administration of the Mackenzie County may enter into an agreement with a property owner in respect to the infrastructure charge payment. The payment period shall not exceed the ten-year (10) year term. An interest charge shall apply at a rate equal to the Alberta Capital Finance Authority rate in effect at the time of the agreement.
5. That this bylaw shall take effect on the date of the third and final reading.

READ a first time this 7<sup>th</sup> day of July, 2009.

READ a second time 7<sup>th</sup> day of July, 2009.

READ a third time and finally passed this 11<sup>th</sup> day of August, 2009.

(original signed)

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Greg Newman  
Reeve

(original signed)

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William Kostiw  
Chief Administrative Officer



**BYLAW NO. 726/09  
 SCHEDULE "A"**

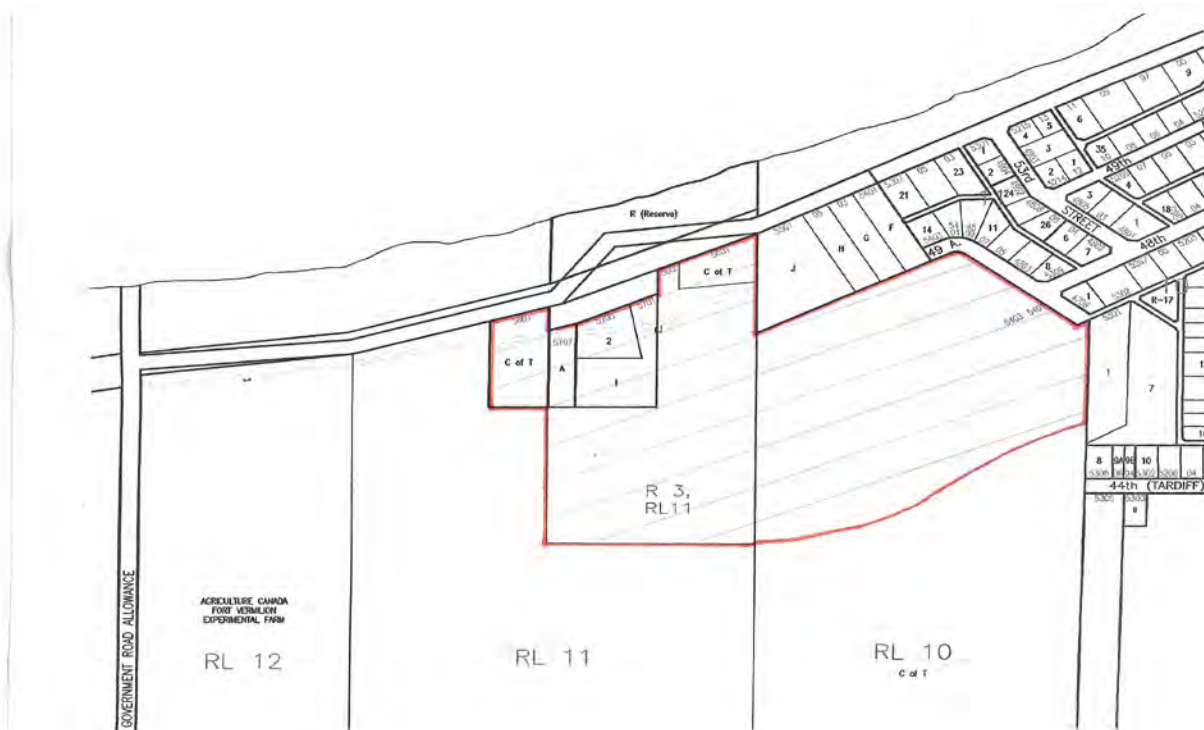
**BYLAW TO AUTHORIZE THE UTILITY INFRASTRUCTURE CHARGE  
 IN THE HAMLET OF FORT VERMILION**

Listing of the properties:

LINC	Legal Description	Title Number	Tax Roll	Acres (as per Titles)
0016 707 937	FORTVER;3;11	042 316 323	076707	2.00
0016 707 929	FORTVER;3;11	092 093 460	076708	2.00
0012 307 179	8021220;;A	012 207 301	203662	0.77
0026 127 745	9422615;;1	042 432 807	313796	1.88
0026 127 761	9422615;;2	942 316 478	313797	1.00
0016 707 945	FORTVER;3;11	022 278 539	076706	13.23
0015 999 551	FORTVER;3;10; PLAN 2938RS – SUBDIVISION & PLAN 9023332 - ROAD	902 342 957 +12	076702	86.49 actual with 14.86 service area

Total estimated service area: 35.74 acres

Map of the area:







**Mackenzie County**

# REQUEST FOR DIRECTION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>August 18, 2021</b>
<b>Presented By:</b>	<b>Annelise Dyck, President Mackenzie Aquatics Society</b>
<b>Title:</b>	<b>DELEGATION Mackenzie Wellness Centre Update Presentation</b>

## **BACKGROUND / PROPOSAL:**

Annelise Dyck, President of the Mackenzie Aquatics Society will be present to provide Council with an update on the Mackenzie Wellness Centre.

Presentation is attached.

## **OPTIONS & BENEFITS:**

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

N/A

## **SUSTAINABILITY PLAN:**

N/A

## **COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

## **POLICY REFERENCES:**

N/A

**Author:** C. Sarapuk      **Reviewed by:** CS      **CAO:** \_\_\_\_\_

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the Mackenzie Wellness Centre Update be received for information.

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

# Mackenzie Wellness Centre

## Project Plan

The Mackenzie Aquatic Society was established to build and operate an aquatics facility in the hamlet of La Crete, AB. The project has, in recent years, been expanded to a full-service multi-purpose community facility called the Mackenzie Wellness Centre which will include a second arena ice surface, indoor sport and walking/running recreation opportunities, indoor aquatics, spaces for wellness and health services such as physiotherapy etc.

### Historic Overview

The initial idea for this project dates back 37 years to 1984 when the first proposal was made to the county, then called ID#23, for a swimming pool to be built in La Crete. This proposal was made in response to a survey conducted by the La Crete Recreation Board in which community members were asked what service they would like to see added to the community. The results showed that an overwhelming 85% of participants rated an aquatics facility to be their number one priority. Unfortunately, this project was not pursued at that time. Then in 2006 the La Crete Pool Committee formed as a sub committee of the La Crete Recreation Society to resume working on this important project and began fundraising and more in-depth planning. In 2008, a feasibility study was completed in conjunction with Mackenzie County. Since then, a variety of plans, professionals and volunteers have been involved to get to where we are now. In 2018 we incorporated and became the Mackenzie Aquatics Society. Also in 2018, we were asked to expand the scope of the project to a full service multiplex which will include pools as well as indoor courts, walking track, indoor playground, multipurpose rooms and health professional office spaces and a hockey sized ice rink. The current project plan has been developed by our society members in conjunction with an engineering company, architect, pool company and various community members involved in construction and recreation. We have concept drawings complete, engineered blueprints in progress and Geotech done. We have also done extensive research on various multiplex facilities nation-wide to come up with the most accurate capital and operating costs an estimate can provide.

## Project Scope

The project is planned in two phases. Phase One, which commenced in Spring of 2021, is a hockey rink to be added to the existing Northern Lights Recreation Center and is expected to be completed by January 2022. Phase Two is the fieldhouse/aquatics facility which will be attached to the existing La Crete Public High School.

## Goals and Objectives

The goal is to have the facility constructed and ownership and operation to be taken over by La Crete Recreation Society who operate all recreation facilities on behalf of Mackenzie County. Planning has been completed and construction has begun for Phase One.

## Stakeholders

Mackenzie Aquatic Society  
La Crete Recreation Society  
Mackenzie County  
Fort Vermilion School Division  
Community Businesses and Members

## Community Needs and Benefits of this Facility

- Various forms of exercise for *ALL ages and ALL ability levels in ALL seasons!*
- Promotes a healthy lifestyle and improves quality of life
- Safe & supervised recreation and wellness opportunities for youth and families year round (highest number of children per capita in Canada)
- Rehabilitation opportunities for low impact exercise for seniors or physically challenged (for some, aquatic programs are the **ONLY** form of exercise they can engage in)
- Retain residents in our communities who might otherwise leave and attract professionals that bring valuable services and skills
- Operator, Programmer, Lifeguard, Instructor and other job opportunities
- Swimming lessons - a life skill that **SAVES LIVES** by preventing drownings and empowering people with water safety skills
- Recreation facility use has been steadily increasing in our region
- Provides courts of every kind, basketball, volleyball, badminton, etc.
- Provides a safe walking/running area for everyone year round, including the elderly and physically disabled
- Multipurpose rooms for recreation and events (aerobics, receptions, etc)
- A second ice surface is needed, practice space, public skating

## **Why is it called the Mackenzie Wellness Centre?**

Significant thought and consideration was given to the naming of this project. This facility can provide services for the entire Mackenzie region, not just the hamlet of La Crete. The word 'Wellness' was chosen due to the variety of services offered by this facility, which encompasses much more than just recreation.

There are so many opportunities for improved mental, physical and social health inside these buildings including office spaces for professionals like physiotherapists. It also provides a facility for large scale evacuation or a medical/pandemic overflow site if ever needed.

## **Project Budget**

Fundraising has paid for all of the up-front costs and 78% of the required funds have been secured for building Phase One being donated by local businesses and individuals therefore we began construction. Fundraising for Phase Two will continue after completion of Phase One locally in addition to exploring potential funding avenues through municipal, provincial and federal grants.

## **Mackenzie Aquatics Society Directors**

Chair—Annelise Dyck

Vice-Chair—Henry Froese

Secretary—Darlene Bergen

Treasurer—Karen Harder

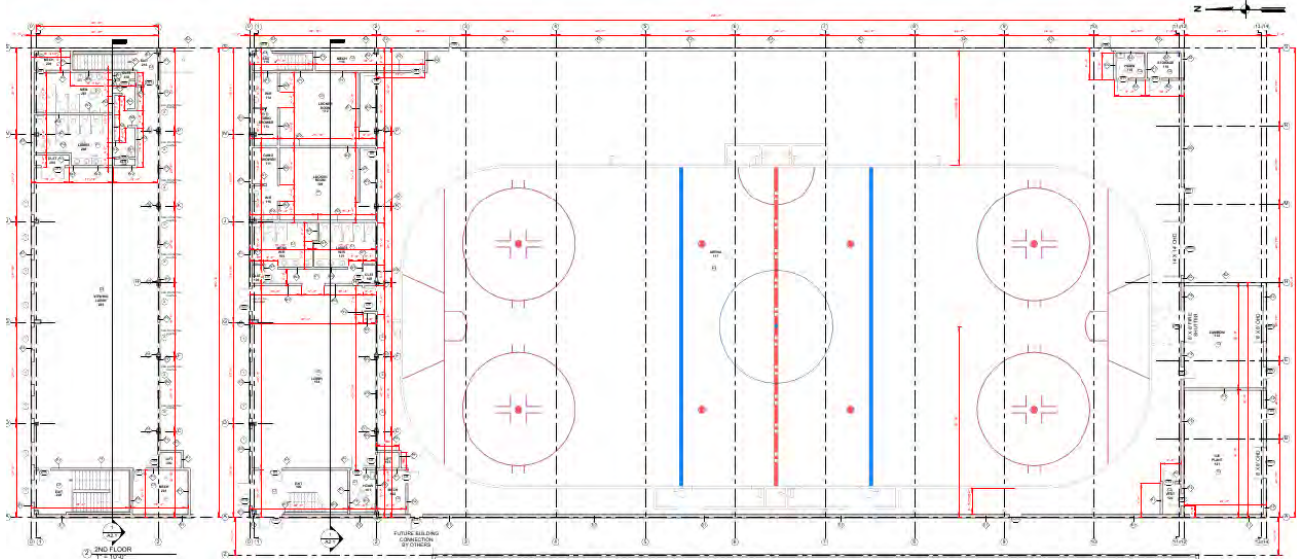
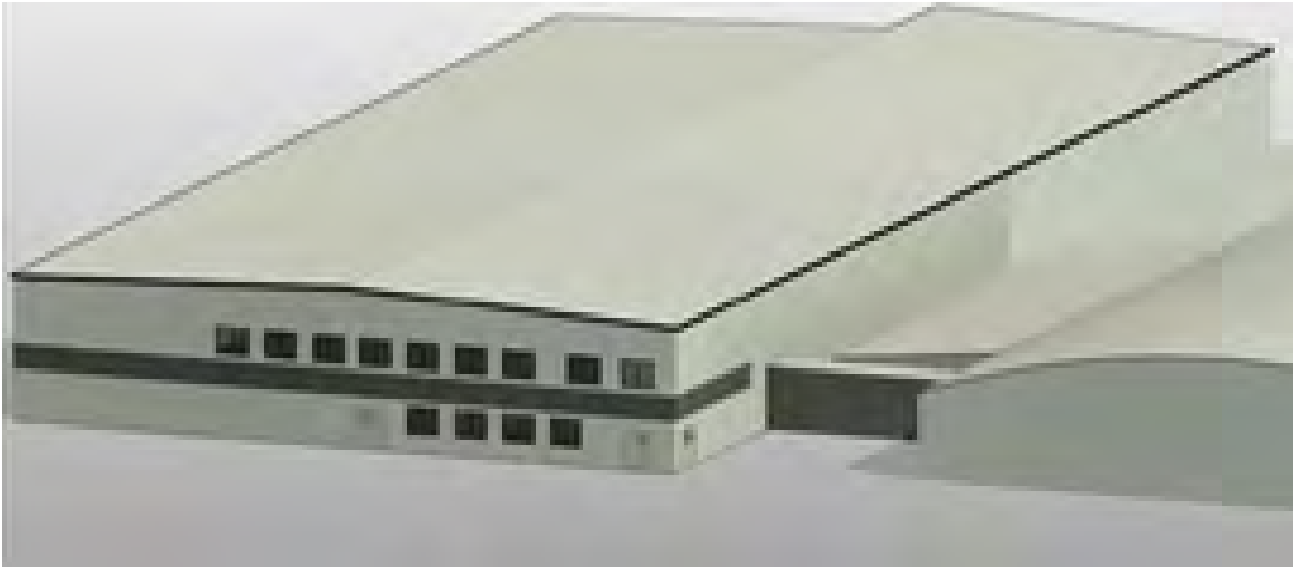
Director—Tina Unruh

## **Contact Info**

Box 2509 La Crete, AB T0H 2H0

mackenzieaquatics@gmail.com

Phase One

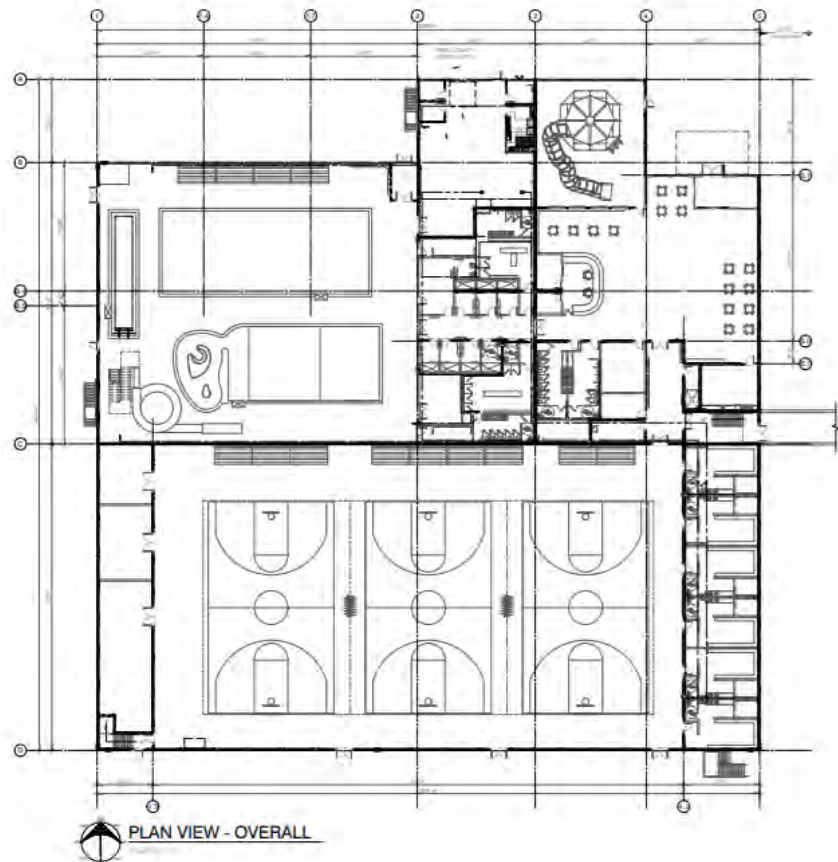


Additional Ice Surface — projected at \$5.1 million

- Hockey Sized Ice Surface with boards, player benches, bleachers
- New Ice Plant
- Ice Resurfacers



## Phase Two



Multiplex Building—projected at \$24.8 million

- Aquatics Facility with Lane and Leisure Pools, Waterslide and Lazy River
- Field House with Indoor Hardwood Courts (large enough for 3 full basketball courts)
- Walking/Running Track
- Regular and Family Change Rooms
- Multipurpose Space
- Indoor Playground Area
- Food Service
- Professional Office Space

## Financial Plan

### Total Project Operating Costs

	<b>Second Rink</b>	<b>Aquatics</b>	<b>Field House</b>	<b>Total Project</b>
Revenue	\$ 79,957.50	\$ 252,283.63	\$ 240,000.00	\$ 572,241.13
Expenses	\$ 214,421.25	\$ 430,803.05	\$ 273,500.00	\$ 918,724.30
Net Income (Loss)	<b>\$ (134,463.75)</b>	<b>\$ (178,519.41)</b>	<b>\$ (33,500.00)</b>	<b>\$ (346,483.16)</b>

\*NOTE: This amount only reflects the new facilities.

\*This cost does NOT reflect the amount that will be offset by FVSD.

*How will the operating deficit be funded?*

<b>Current Deficit</b>	<b>(\$346,483.16)</b>
School Division Contribution	\$152,458.50
Rental Revenue <i>\$1.50/sq ft/month x 300 days</i>	\$112,500.00
Sponsorship <i>\$1000/yr x 20 businesses</i>	\$20,000.00
Grant Funding	TBD
<b>Total Remaining</b>	<b>(\$61,524.66)</b>

# Mackenzie Wellness Centre Project Update

August 18, 2021



# Project Rational and Community Need

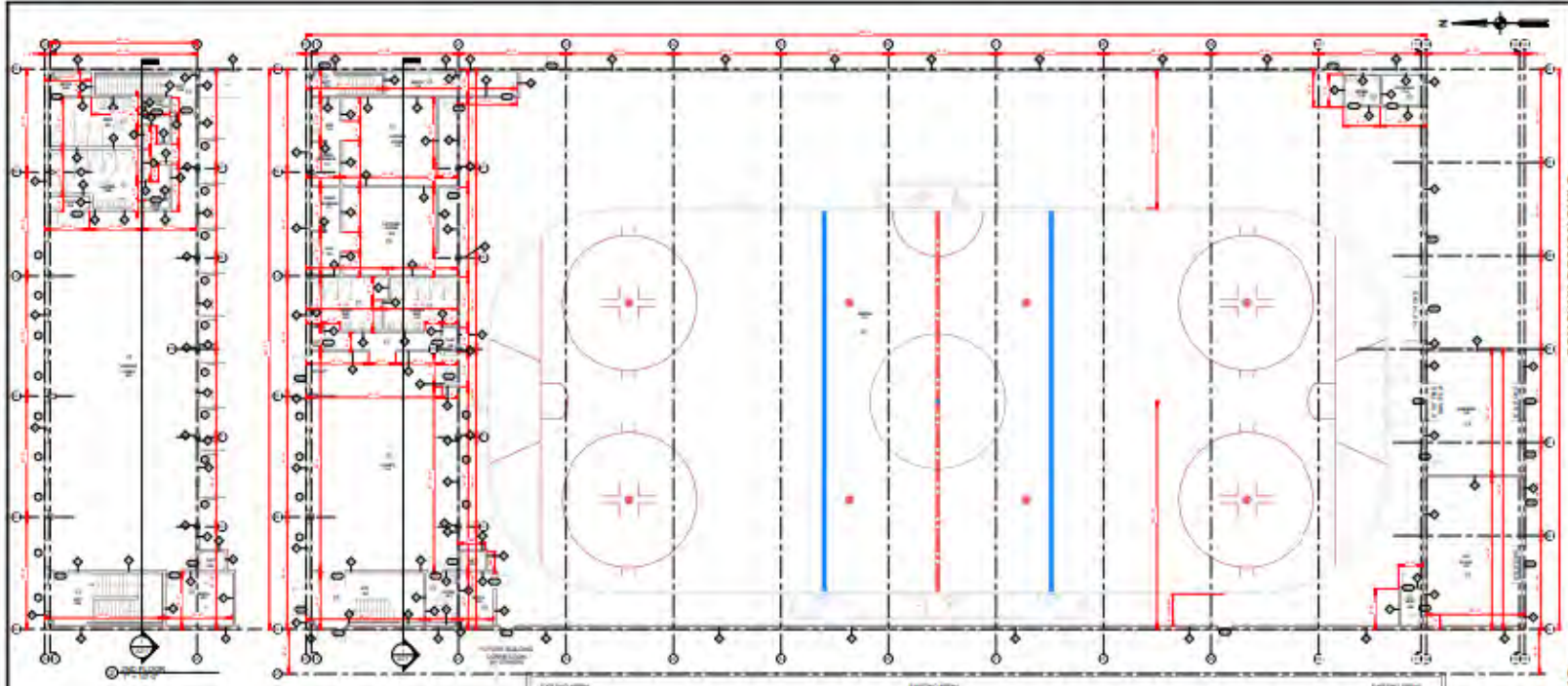
- Highest number of children per capita in Canada
- Growing Population
- Attract and Retain Professionals (New Hospital, Education)
- Create Employment
- Recreation and Wellness (physical and mental health)
- Swimming Lessons
- Can serve as an Evacuation Centre

# Wellness Centre Components

- Second rink
- Aquatics facility with lane pool and leisure areas
- Field house with three indoor basketball courts
- Upper Level Walking/Running track
- Multipurpose and professional office space
- Indoor playground area
- Food service







BOYCHUK DESIGN BUILD

- GENERAL NOTES:**
1. REFER TO ALL DRAWINGS FOR DIMENSIONS AND NOTES.
  2. ALL DIMENSIONS ARE IN METERS UNLESS OTHERWISE SPECIFIED.
  3. ALL WORK SHALL BE IN ACCORDANCE WITH THE CANADIAN NATIONAL BUILDING CODE (CNBC) AND ALL APPLICABLE BY-LAWS.
  4. ALL MATERIALS SHALL BE APPROVED BY THE ARCHITECT PRIOR TO INSTALLATION.
  5. ALL WORK SHALL BE COMPLETED WITHIN THE SPECIFIED TIME FRAME.
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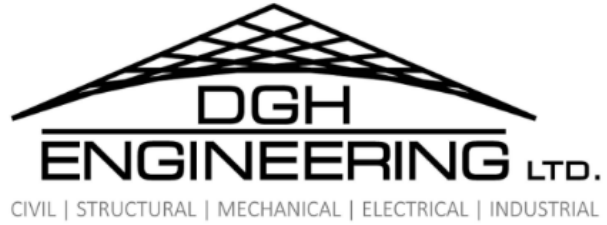
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		PROJECT NO: 05/BA/21 <b>LACRETE ARENA</b>
		ARCHITECT: J.P. SAUTER DESIGNER: BOYCHUK FLOOR PLAN

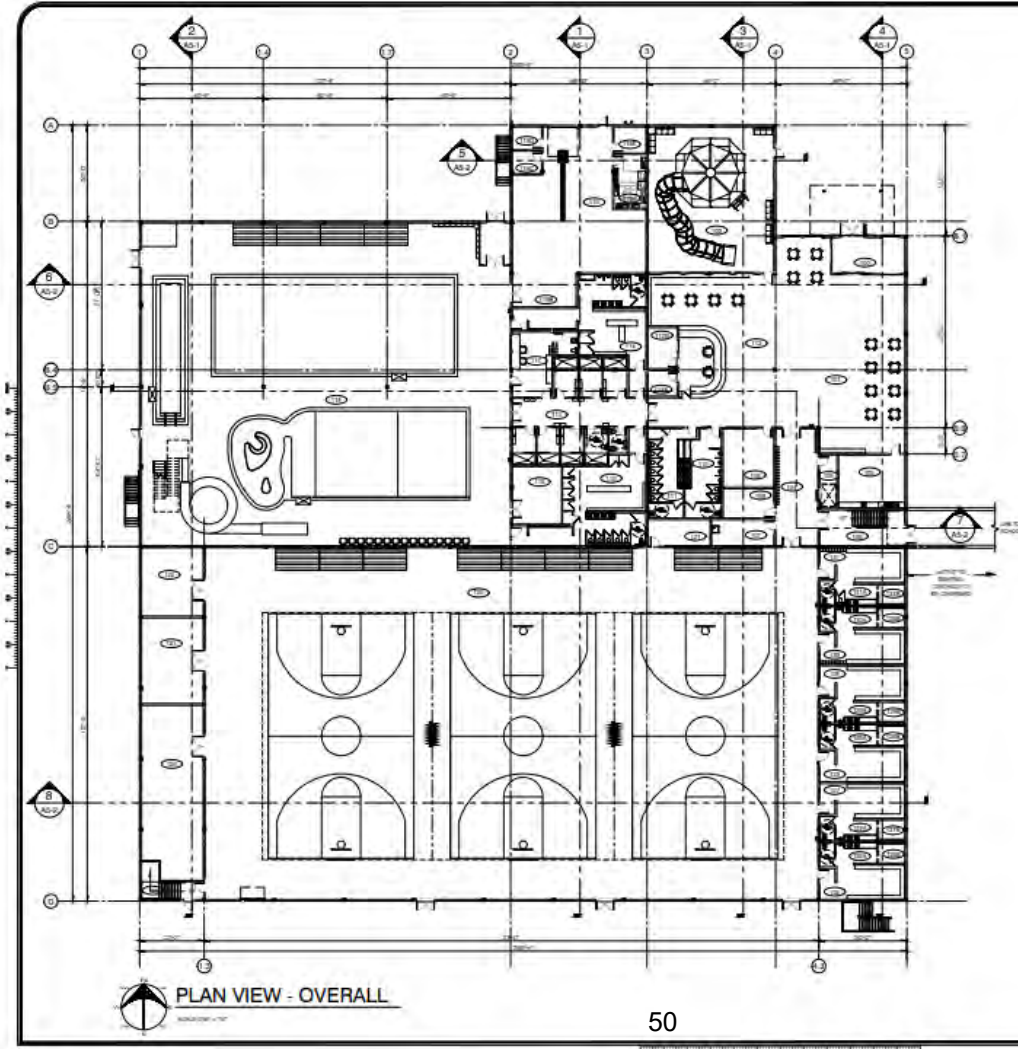




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# Main Floor



**PLAN VIEW - OVERALL**

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**PROGRESS REVIEW**

DATE: 10/10/2024

BY: [Name]

FOR: [Name]

PROJECT: [Name]

REVISIONS:

NO.	DESCRIPTION	DATE
1	ISSUED FOR PERMIT	10/10/2024
2	ISSUED FOR CONSTRUCTION	10/10/2024
3	ISSUED FOR AS-BUILT	10/10/2024

**MACKENZIE AQUATICS SOCIETY**

SOCIETY

LACQUET, ALBERTA

TON ZHO

**MACKENZIE WELLNESS CENTRE**

PROJECT LOCATION

PROJECT NUMBER

DATE: 10/10/2024

SCALE: 1/8" = 1'-0"

BY: [Name]

CHECKED: [Name]

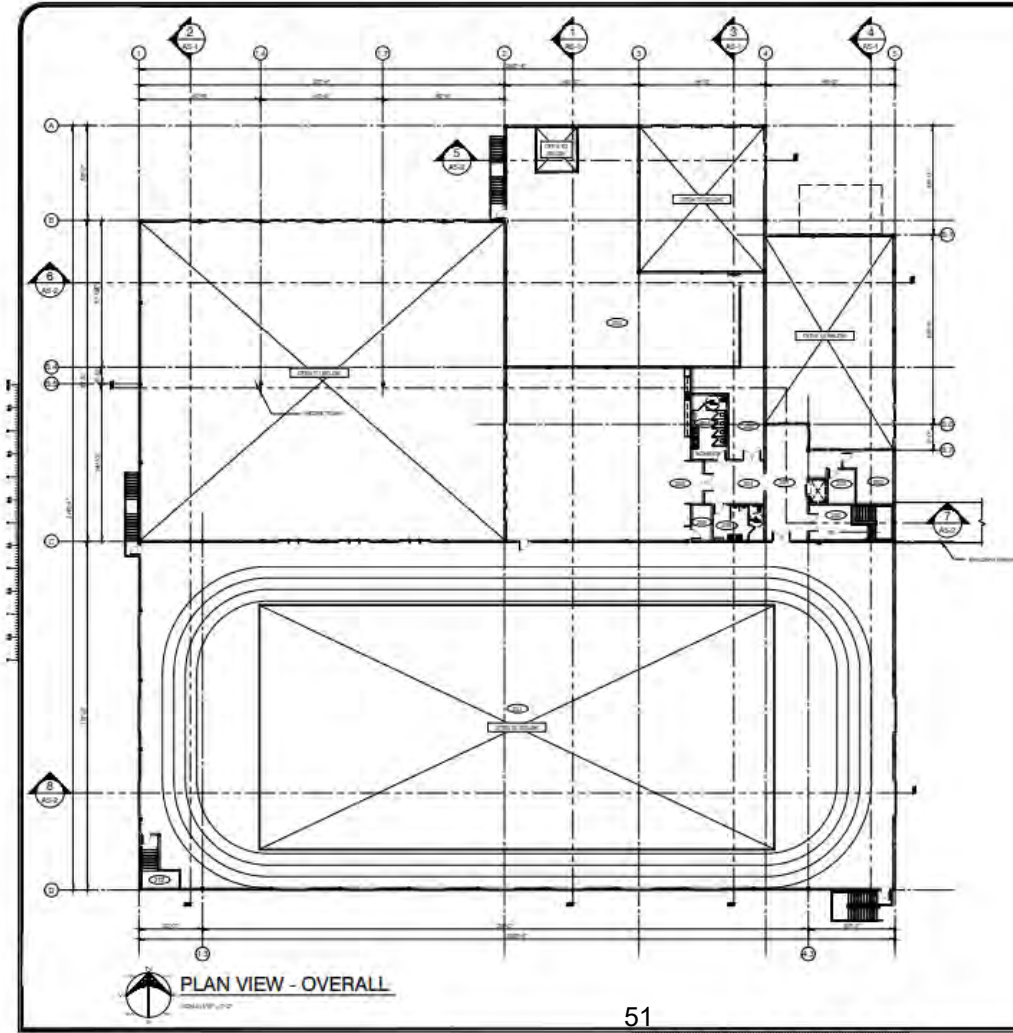
DATE: 10/10/2024


PROJECT: [Name]

**FLOOR PLAN - GROUND LEVEL, OVERALL**

**A1-1**

# Second Level




**PLAN VIEW - OVERALL**  
ISSUED: 10/10/2018

REVISION NO.	DESCRIPTION
001	ISSUED FOR PERMIT
002	ISSUED FOR PERMIT
003	ISSUED FOR PERMIT
004	ISSUED FOR PERMIT
005	ISSUED FOR PERMIT
006	ISSUED FOR PERMIT
007	ISSUED FOR PERMIT
008	ISSUED FOR PERMIT
009	ISSUED FOR PERMIT
010	ISSUED FOR PERMIT
011	ISSUED FOR PERMIT
012	ISSUED FOR PERMIT
013	ISSUED FOR PERMIT
014	ISSUED FOR PERMIT
015	ISSUED FOR PERMIT
016	ISSUED FOR PERMIT
017	ISSUED FOR PERMIT
018	ISSUED FOR PERMIT
019	ISSUED FOR PERMIT
020	ISSUED FOR PERMIT
021	ISSUED FOR PERMIT
022	ISSUED FOR PERMIT
023	ISSUED FOR PERMIT
024	ISSUED FOR PERMIT
025	ISSUED FOR PERMIT
026	ISSUED FOR PERMIT
027	ISSUED FOR PERMIT
028	ISSUED FOR PERMIT
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030	ISSUED FOR PERMIT
031	ISSUED FOR PERMIT
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033	ISSUED FOR PERMIT
034	ISSUED FOR PERMIT
035	ISSUED FOR PERMIT
036	ISSUED FOR PERMIT
037	ISSUED FOR PERMIT
038	ISSUED FOR PERMIT
039	ISSUED FOR PERMIT
040	ISSUED FOR PERMIT
041	ISSUED FOR PERMIT
042	ISSUED FOR PERMIT
043	ISSUED FOR PERMIT
044	ISSUED FOR PERMIT
045	ISSUED FOR PERMIT
046	ISSUED FOR PERMIT
047	ISSUED FOR PERMIT
048	ISSUED FOR PERMIT
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095	ISSUED FOR PERMIT
096	ISSUED FOR PERMIT
097	ISSUED FOR PERMIT
098	ISSUED FOR PERMIT
099	ISSUED FOR PERMIT
100	ISSUED FOR PERMIT

PROJECT TITLE		PROJECT LOCATION		PROJECT NUMBER		PROJECT DATE	
MACKENZIE WELLNESS CENTRE		MACKENZIE, ALBERTA		A1-2		2018	
CLIENT		ARCHITECT		ENGINEER		DATE	
MACKENZIE AQUATICS SOCIETY		MACKENZIE AQUATICS SOCIETY		DIGI ENGINEERING INC.		2018	
PROJECT LOCATION		PROJECT NUMBER		PROJECT DATE		PROJECT STATUS	
MACKENZIE, ALBERTA		A1-2		2018		ISSUED FOR PERMIT	
PROJECT NUMBER		PROJECT DATE		PROJECT STATUS		PROJECT REVIEW	
A1-2		2018		ISSUED FOR PERMIT		ISSUED FOR PERMIT	
PROJECT DATE		PROJECT STATUS		PROJECT REVIEW		PROJECT REVIEW	
2018		ISSUED FOR PERMIT		ISSUED FOR PERMIT		ISSUED FOR PERMIT	
PROJECT STATUS		PROJECT REVIEW		PROJECT REVIEW		PROJECT REVIEW	
ISSUED FOR PERMIT		ISSUED FOR PERMIT		ISSUED FOR PERMIT		ISSUED FOR PERMIT	

# Estimated Capital Cost Breakdown

**Approximately \$29.9 million total**

-\$5.1 million for Phase 1 - second rink

-\$24.8 million for Phase 2 - aquatics centre & field house

\*Use local materials, labour and donations to potentially reduce building costs

# Phase 1 - Second Ice Surface Budget

1. Groundwork and Building foundation, \$469,000
  2. Concrete for Lobby floor and sides \$80,700
  3. Ice surface floor \$800,000
  4. Rink building, \$1,524,000
  5. Plumbing /Electrical \$561,000
  6. Ice plant \$753,735
  7. Boards system, Players Benches, Penalty box \$195,000
  8. Bleachers \$357,000
  9. Interior glass wall \$92,000
  10. Olympia ice resurfacers \$180,000
  11. Score clock, Sound and Security Systems \$76,000
- Total \$5,088,435

# Phase 2 - Multipurpose Centre Budget

1. Substructure \$1,100,000
  2. Shell \$3,020,000
  3. Interiors \$2,285,000
  4. Elevator \$105,000
  5. Mechanical \$2,950,000
  6. Electrical \$1,455,000
  7. Equipment \$305,000
  8. Pool System \$5,475,000
  9. Engineer/Contractor Fees and Contingency \$4,030,000
- Total \$21,174,264\*

\*Capital budget values currently being updated based on final blueprints, engineers estimate a 17% increase due to plan changes and inflation since 2019.

# Source of capital funds?

- \* \$3.985 million already committed by local businesses for Phase 1 - Second Ice Surface
- \* Applied for Western Economic Diversification Canada Community Revitalization Fund \$750,000 for Phase 1
- \* Fundraising through the years has paid for engineered blueprints of both phases, feasibility studies, etc
- \* Continuing to explore funding options from municipal, provincial and federal avenues including grants

# Estimated Operating Budgets

- \* The following slides show a breakdown of each facility component and justification for our budget estimations.
- \* A Total Project Operating Cost Summary is included
- \* Updated operating budgets not available due to COVID19



# Second Rink Estimated Operating Budget

	Existing Arena	Second Rink Surface Estimated
<b>Revenue</b>	<b>\$ 159,915</b>	<b>\$ 79,958</b>
Operating Costs	\$ 111,059	\$ 55,530
Utilities Expense	\$ 112,435	\$ 56,218
Insurance	\$ 37,267	\$ 18,634
Wages	\$ 298,719	\$ 74,680
Maintenance	\$ 37,444	\$ 9,361
<b>Expenses</b>	<b>\$ 596,924</b>	<b>\$ 214,421</b>
<b>Net Income</b>	<b>\$ (437,009)</b>	<b>\$ (134,464)</b>

\*The estimated budget for the second rink was determined by calculating 50% of the existing rink's Revenues, Operating Costs, Utility Expense, and Insurance amounts and 25% of the existing rink's Wages and Maintenance amounts

<b>Field House</b>	<b>Grimshaw</b>	<b>Martinsville</b>	<b>Mackenzie Wellness Centre Estimated</b>
<b>Revenue</b>	<b>\$ 227,204</b>	<b>\$ 335,774</b>	<b>\$ 240,000</b>
Operating Costs	\$ 70,651	\$ 58,291	\$ 23,800
Utilities Expense	\$ 94,072	\$ 82,223	\$ 90,500
Insurance	\$ 9,980	\$ 18,065	\$ 14,500
Wages	\$ 224,212	\$ 283,000	\$ 104,000
Maintenance	\$ 44,583	\$ 14,447	\$ 40,700
<b>Expenses</b>	<b>\$ 443,498</b>	<b>\$ 456,026</b>	<b>\$ 273,500</b>
<b>Net Loss</b>	<b>\$ (216,294)</b>	<b>\$ (120,252)</b>	<b>\$ (33,500)</b>

Our calculation table for determining field house estimated revenues and operating expenses

<u>Revenue</u>			<u>Expenses</u>		
Rental Rate 1	(hourly)	\$60	Number of Employees		2
Rate 1 Hours rented	(daily)	1			
			Average Wage Rate (40 hr work week)	(annual)	\$52,000
Rental Rate 2	(hourly)	\$80			
Rate 2 Hours rented	(daily)	2	Square Feet of Structure		52,970
Rental Rate 3	(hourly)	\$100	Annual Operating Cost	per sq ft	\$ 0.45
Rate 3 Hours rented	(daily)	2	Annual Utilities Expense	per sq ft	\$ 1.71
			Annual Maintenance Expense	per sq ft	\$ 0.77
Days	(annual)	200			
Rented Hours	(daily)	5			
	(annual)	1,000			

# Aquatics Components



<b>Aquatics Components</b>	<b>High Level</b>	<b>Slave Lake</b>	<b>Fairview</b>	<b>Mackenzie Wellness Centre Estimated</b>
<b>Revenue</b>	<b>\$ 147,609</b>	<b>\$ 221,795</b>	<b>\$ 212,789</b>	<b>\$ 252,283.63</b>
Operating Costs	\$ 61,899	\$ 45,600	\$ 69,903	\$ 50,264
Utilities Expense	\$ -	\$ 30,000	\$ 64,229	\$ 40,047
Insurance	\$ 1,976	\$ 251	\$ 5,676	\$ 2,239
Wages	\$ 365,850	\$ 369,433	\$ 291,399	\$ 301,160
Maintenance	\$ 36,757	\$ 42,000	\$ 52,158	\$ 37,093
Expenses	\$ 466,482	\$ 487,284	\$ 483,365	<b>\$ 430,803</b>
<b>Net Income (Loss)</b>	<b>\$ (318,873)</b>	<b>\$ (265,489)</b>	<b>\$ (270,576)</b>	<b>\$ (178,519)</b>

\*Note: The following slides show the calculations to determine and justify the revenue and operating costs for the Aquatics components and pool room

# Total Project Operating Costs

	<b>Second Rink</b>	<b>Aquatics</b>	<b>Field House</b>	<b>Total Project</b>
<b>Operating Cost</b>				
Revenue	\$ 79,957.50	\$ 252,283.63	\$ 240,000.00	\$ 572,241.13
Expenses	\$ 214,421.25	\$ 430,803.05	\$ 273,500.00	\$ 918,724.30
Net Income (Loss)	<b>\$ (134,463.75)</b>	<b>\$ (178,519.41)</b>	<b>\$ (33,500.00)</b>	<b>\$ (346,483.16)</b>

\*NOTE: This amount only reflects the new facilities.

\*This cost does NOT reflect the amount that will be offset by FVSD. Discussions on joint use agreement are underway (Superintendent Mike McMann is available to speak to this)

# How will the deficit be funded?

<b>Current Deficit</b>	<b>(\$346,483.16)</b>
School Division Contribution	\$152,458.50
Rental Revenue <i>\$1.50/sq ft/month x 300 days</i>	\$112,500.00
Sponsorship <i>\$1000/yr x 20 businesses</i>	\$20,000.00
Grant Funding	TBD
<b>Total Remaining</b>	<b>(\$61,524.66)</b>

# Mackenzie Wellness Centre Project Update

August 18, 2021







**Mackenzie County**

# REQUEST FOR DIRECTION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>August 18, 2021</b>
<b>Presented By:</b>	<b>Don Roberts, Director of Community Services</b>
<b>Title:</b>	<b>DELEGATION Fort Vermilion RCMP – Crime Statistics</b>

## **BACKGROUND / PROPOSAL:**

Members of the Fort Vermilion RCMP will be present to discuss crime statistics for Fort Vermilion and Mackenzie County.

A copy of the crime statistics are attached for information.

## **OPTIONS & BENEFITS:**

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

N/A

## **SUSTAINABILITY PLAN:**

N/A

## **COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

## **POLICY REFERENCES:**

N/A

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

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

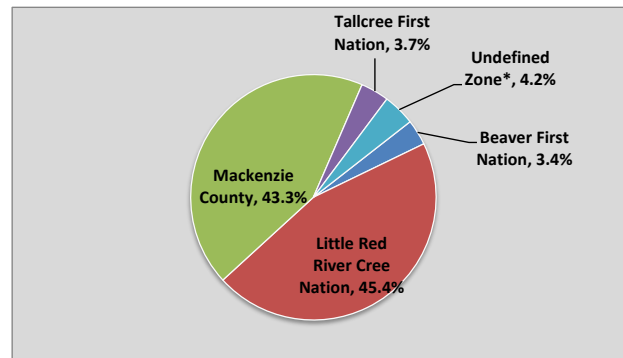
That the RCMP crime statistics reports be received for information.

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

### Stakeholder Breakdowns as % of Total - Fort Vermilion Detachment Crime Data - January - June 2021

Property Crime	Beaver First Nation	3.0%	Federal / Provincial Statutes	Beaver First Nation	5.7%
	Little Red River Cree Nation	63.4%		Little Red River Cree Nation	48.6%
	Mackenzie County	23.1%		Mackenzie County	36.9%
	Tallcree First Nation	5.6%		Tallcree First Nation	3.2%
	Undefined Zone*	4.9%		Undefined Zone*	5.7%
Persons Crime	Beaver First Nation	3.0%	Common Police Activities	Beaver First Nation	0.9%
	Little Red River Cree Nation	77.9%		Little Red River Cree Nation	29.7%
	Mackenzie County	12.6%		Mackenzie County	55.9%
	Tallcree First Nation	4.8%		Tallcree First Nation	4.5%
	Undefined Zone*	1.7%		Undefined Zone*	9.0%
Traffic	Beaver First Nation	2.4%	TOTALS	Beaver First Nation	3.4%
	Little Red River Cree Nation	20.5%		Little Red River Cree Nation	45.4%
	Mackenzie County	69.6%		Mackenzie County	43.3%
	Tallcree First Nation	2.7%		Tallcree First Nation	3.7%
	Undefined Zone*	4.9%		Undefined Zone*	4.2%
Drug Offences	Beaver First Nation	37.5%			
	Little Red River Cree Nation	12.5%			
	Mackenzie County	50.0%			
	Undefined Zone*	0.0%			
Other Criminal Code Offence	Beaver First Nation	5.8%			
	Little Red River Cree Nation	64.2%			
	Mackenzie County	22.9%			
	Undefined Zone*	0.0%			

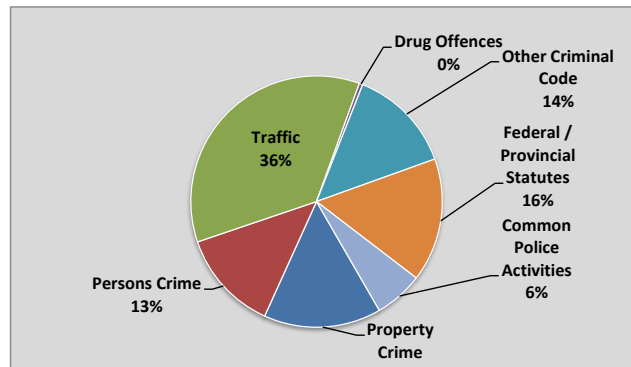
\*Denotes where no zone or an incorrect zone was entered in PROS.



# Fort Vermilion Detachment

## Crime Data - January - June 2021

Property Crime	Break & Enter	10	Federal / Provincial Statutes	Liquor Act	35
	Theft of Motor Vehicle	16		Cannabis Act & Enforcement	3
	Theft Over \$5,000	0		Mental Health Act	79
	Theft Under \$5,000	10		Coroner's Act - Sudden Death	7
	Possn Stn Goods	7		Child Welfare Act	0
	Fraud	13		Other Provincial Statute	152
	Arson	6		Other Federal Statute	6
	Mischief To Property	206		<b>Total</b>	<b>282</b>
	<b>Total</b>	<b>268</b>			
Persons Crime	Assault	149	Common Police Activities	False Alarms	12
	Robbery/Extortion/Harassment/Threats	55		False/Abandoned 911 Call	56
	Sexual Offences	24		Abandoned Vehicles	0
	Kidnapping/Hostage/Abduction	2		Persons Reported Missing	9
	Homicides & Offences Related to Death	1		Request to Locate	0
	<b>Total</b>	<b>231</b>		Suspicious Person/Vehicle/Property	34
		<b>Total</b>	<b>111</b>		
Traffic	Motor Vehicle Collisions	92			
	Impaired Related Offences	79			
	Provincial Traffic Offences	445			
	Other Traffic Related Offences	18			
	<b>Total</b>	<b>634</b>			
Drug Offences	Drug Enforcement - Production	0			
	Drug Enforcement - Possession	1			
	Drug Enforcement - Trafficking	7			
	Drug Enforcement - Other	0			
	<b>Total</b>	<b>8</b>			
Other Criminal Code Offence	Breach of Peace	39			
	Disturbing the Peace	67			
	Fail to Comply & Breaches	102			
	Offensive Weapons	9			
	Other Offence	23			
	<b>Total</b>	<b>240</b>			



## Fort Vermilion Detachment

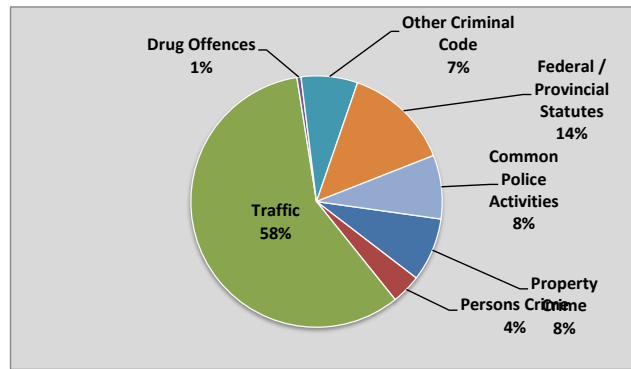
### Crime Data - January - June 2021

CATEGORY	Reported	Actual	ClrChg	ClrOth	Total Clr	% Clr
Homicides & Offences Related to Death	1	1	0	0	0	0.0%
Robbery	2	2	2	0	2	100.0%
Sexual Assaults	16	14	12	0	12	85.7%
Other Sexual Offences	10	10	7	2	9	90.0%
Assault	175	149	62	37	99	66.4%
Kidnapping/Hostage/Abduction	2	2	2	0	2	100.0%
Extortion	0	0	0	0	0	0.0%
Criminal Harassment	9	7	0	0	0	0.0%
Uttering Threats	51	46	18	13	31	67.4%
<b>TOTAL PERSONS</b>	<b>266</b>	<b>231</b>	<b>103</b>	<b>52</b>	<b>155</b>	<b>67.1%</b>
Break & Enter	13	10	3	0	3	30.0%
Theft of Motor Vehicle	24	16	0	4	4	25.0%
Theft Over \$5,000	0	0	0	0	0	0.0%
Theft Under \$5,000	13	10	1	3	4	40.0%
Possn Stn Goods	7	7	2	0	2	28.6%
Fraud	18	13	1	1	2	15.4%
Arson	6	6	1	0	1	16.7%
Mischief - Damage To Property	68	66	14	22	36	54.5%
Mischief - Other	151	140	0	61	61	43.6%
<b>TOTAL PROPERTY</b>	<b>300</b>	<b>268</b>	<b>22</b>	<b>91</b>	<b>113</b>	<b>42.2%</b>
Offensive Weapons	11	9	4	2	6	66.7%
Disturbing the Peace	71	67	2	24	26	38.8%
Fail to Comply & Breaches	103	102	95	5	100	98.0%
<b>OTHER CRIMINAL CODE</b>	<b>27</b>	<b>23</b>	<b>5</b>	<b>11</b>	<b>16</b>	<b>69.6%</b>
<b>TOTAL OTHER CRIMINAL CODE</b>	<b>212</b>	<b>201</b>	<b>106</b>	<b>42</b>	<b>148</b>	<b>73.6%</b>
<b>TOTAL CRIMINAL CODE</b>	<b>778</b>	<b>700</b>	<b>231</b>	<b>185</b>	<b>416</b>	<b>59.4%</b>
Drug Enforcement - Production	0	0	0	0	0	0.0%
Drug Enforcement - Possession	1	1	0	1	1	100.0%
Drug Enforcement - Trafficking	7	7	0	0	0	0.0%
Drug Enforcement - Other	0	0	0	0	0	0.0%
<b>Total Drugs</b>	<b>8</b>	<b>8</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>12.5%</b>
Cannabis Enforcement	0	0	0	0	0	0.0%
Federal - General	6	6	2	2	4	66.7%
<b>TOTAL FEDERAL</b>	<b>14</b>	<b>14</b>	<b>2</b>	<b>3</b>	<b>5</b>	<b>35.7%</b>
Liquor Act	35	35	21	8	29	82.9%
Cannabis Act	3	3	2	0	2	66.7%
Mental Health Act	79	79	0	1	1	1.3%
Other Provincial Stats	163	159	24	22	46	28.9%
<b>Total Provincial Stats</b>	<b>280</b>	<b>276</b>	<b>47</b>	<b>31</b>	<b>78</b>	<b>28.3%</b>
Municipal By-laws Traffic	0	0	0	0	0	0.0%
Municipal By-laws	5	5	0	0	0	0.0%
<b>Total Municipal</b>	<b>5</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
Fatals	0	0	1	0	1	0.0%
Injury MVAS	12	12	4	1	5	41.7%
Property Damage MVAS (Reportable)	63	63	3	2	5	7.9%
Property Damage MVAS (Non Reportable)	17	17	0	2	2	11.8%
<b>TOTAL MVAS</b>	<b>92</b>	<b>92</b>	<b>8</b>	<b>5</b>	<b>13</b>	<b>14.1%</b>
Roadside Suspension - Alcohol (Prov)	0	0	0	0	0	0.0%
Roadside Suspension - Drugs (Prov)	0	0	0	0	0	0.0%
<b>Total Provincial Traffic</b>	<b>446</b>	<b>445</b>	<b>221</b>	<b>121</b>	<b>342</b>	<b>76.9%</b>
<b>Other Traffic</b>	<b>12</b>	<b>12</b>	<b>6</b>	<b>4</b>	<b>10</b>	<b>83.3%</b>
<b>Criminal Code Traffic</b>	<b>87</b>	<b>85</b>	<b>11</b>	<b>33</b>	<b>44</b>	<b>51.8%</b>
<b>Common Police Activities</b>						
False Alarms	12	Suspicious Person/Vehicle		34		
False/Abandoned 911 Call and 911 Act	56	VSU Accepted		0		
Persons Reported Missing	9	VSU Declined		0		
Request to Locate	0	VSU Offered - Not Available		0		
Abandoned Vehicles	0	VSU Proactive Referral		0		

# Mackenzie County - Fort Vermilion Detachment

## Crime Data - January - June 2021

Property Crime	Break & Enter	5	Federal / Provincial Statutes	Liquor Act	23
	Theft of Motor Vehicle	8		Cannabis Act & Enforcement	1
	Theft Over \$5,000	0		Mental Health Act	17
	Theft Under \$5,000	3		Coroner's Act - Sudden Death	3
	Possn Stn Goods	5		Child Welfare Act	0
	Fraud	3		Other Provincial Statute	58
	Arson	0		Other Federal Statute	2
	Mischief To Property	38		<b>Total</b>	<b>104</b>
	<b>Total</b>	<b>62</b>			
Persons Crime	Assault	17	Common Police Activities	False Alarms	8
	Robbery/Extortion/Harassment/Threats	9		False/Abandoned 911 Call	29
	Sexual Offences	3		Abandoned Vehicles	0
	Kidnapping/Hostage/Abduction	0		Persons Reported Missing	3
	Homicides & Offences Related to Death	0		Request to Locate	0
	<b>Total</b>	<b>29</b>		Suspicious Person/Vehicle/Property	22
		<b>Total</b>	<b>62</b>		
Traffic	Motor Vehicle Collisions	69			
	Impaired Related Offences	26			
	Provincial Traffic Offences	338			
	Other Traffic Related Offences	8			
	<b>Total</b>	<b>441</b>			
Drug Offences	Drug Enforcement - Production	0			
	Drug Enforcement - Possession	1			
	Drug Enforcement - Trafficking	3			
	Drug Enforcement - Other	0			
	<b>Total</b>	<b>4</b>			
Other Criminal Code Offence	Breach of Peace	4			
	Disturbing the Peace	18			
	Fail to Comply & Breaches	29			
	Offensive Weapons	1			
	Other Offence	3			
	<b>Total</b>	<b>55</b>			



# Mackenzie County - Fort Vermilion Detachment

## Crime Data - January - June 2021

CATEGORY	Reported	Actual	ClrChg	ClrOth	Total Clr	% Clr
Homicides & Offences Related to Death	0	0	0	0	0	0.0%
Robbery	1	1	1	0	1	100.0%
Sexual Assaults	1	1	0	0	0	0.0%
Other Sexual Offences	2	2	0	1	1	50.0%
Assault	23	17	4	6	10	58.8%
Kidnapping/Hostage/Abduction	0	0	0	0	0	0.0%
Extortion	0	0	0	0	0	0.0%
Criminal Harassment	5	3	0	0	0	0.0%
Uttering Threats	8	5	1	2	3	60.0%
<b>TOTAL PERSONS</b>	<b>40</b>	<b>29</b>	<b>6</b>	<b>9</b>	<b>15</b>	<b>51.7%</b>
Break & Enter	7	5	1	0	1	20.0%
Theft of Motor Vehicle	8	8	0	0	0	0.0%
Theft Over \$5,000	0	0	0	0	0	0.0%
Theft Under \$5,000	3	3	0	1	1	33.3%
Possn Stn Goods	5	5	2	0	2	40.0%
Fraud	7	3	1	1	2	66.7%
Arson	0	0	0	0	0	0.0%
Mischief - Damage To Property	17	16	2	5	7	43.8%
Mischief - Other	23	22	0	10	10	45.5%
<b>TOTAL PROPERTY</b>	<b>70</b>	<b>62</b>	<b>6</b>	<b>17</b>	<b>23</b>	<b>37.1%</b>
Offensive Weapons	2	1	0	0	0	0.0%
Disturbing the Peace	19	18	2	12	14	77.8%
Fail to Comply & Breaches	30	29	29	1	30	103.4%
<b>OTHER CRIMINAL CODE</b>	<b>5</b>	<b>3</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>66.7%</b>
<b>TOTAL OTHER CRIMINAL CODE</b>	<b>56</b>	<b>51</b>	<b>32</b>	<b>14</b>	<b>46</b>	<b>90.2%</b>
<b>TOTAL CRIMINAL CODE</b>	<b>166</b>	<b>142</b>	<b>44</b>	<b>40</b>	<b>84</b>	<b>59.2%</b>
Drug Enforcement - Production	0	0	0	0	0	0.0%
Drug Enforcement - Possession	1	1	0	1	1	100.0%
Drug Enforcement - Trafficking	3	3	0	0	0	0.0%
Drug Enforcement - Other	0	0	0	0	0	0.0%
<b>Total Drugs</b>	<b>4</b>	<b>4</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>25.0%</b>
Cannabis Enforcement	0	0	0	0	0	0.0%
Federal - General	2	2	1	0	1	50.0%
<b>TOTAL FEDERAL</b>	<b>6</b>	<b>6</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>33.3%</b>
Liquor Act	23	23	18	5	23	100.0%
Cannabis Act	1	1	1	0	1	100.0%
Mental Health Act	17	17	0	1	1	5.9%
Other Provincial Stats	61	61	21	8	29	47.5%
<b>Total Provincial Stats</b>	<b>102</b>	<b>102</b>	<b>40</b>	<b>14</b>	<b>54</b>	<b>52.9%</b>
Municipal By-laws Traffic	0	0	0	0	0	0.0%
Municipal By-laws	2	2	0	0	0	0.0%
<b>Total Municipal</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
Fatals	0	0	1	0	1	0.0%
Injury MVAS	9	9	4	0	4	44.4%
Property Damage MVAS (Reportable)	52	52	2	2	4	7.7%
Property Damage MVAS (Non Reportable)	8	8	0	0	0	0.0%
<b>TOTAL MVAS</b>	<b>69</b>	<b>69</b>	<b>7</b>	<b>2</b>	<b>9</b>	<b>13.0%</b>
Roadside Suspension - Alcohol (Prov)	0	0	0	0	0	0.0%
Roadside Suspension - Drugs (Prov)	0	0	0	0	0	0.0%
<b>Total Provincial Traffic</b>	<b>339</b>	<b>338</b>	<b>203</b>	<b>102</b>	<b>305</b>	<b>90.2%</b>
<b>Other Traffic</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>0</b>	<b>4</b>	<b>100.0%</b>
<b>Criminal Code Traffic</b>	<b>30</b>	<b>30</b>	<b>7</b>	<b>10</b>	<b>17</b>	<b>56.7%</b>
<b>Common Police Activities</b>						
False Alarms	8	Suspicious Person/Vehicle		22		
False/Abandoned 911 Call and 911 Act	29	VSU Accepted		0		
Persons Reported Missing	3	VSU Declined		0		
Request to Locate	0	VSU Offered - Not Available		0		
Abandoned Vehicles	0	VSU Proactive Referral		0		

**Hamlet of La Crete - Fort Vermilion Detachment**  
**Crime Statistics (Actual)**  
**January to June: 2018 - 2021**

All categories contain "Attempted" and/or "Completed"

July-07-21

CATEGORY	Trend	2018	2019	2020	2021	% Change 2018 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Homicides & Offences Related to Death		0	0	0	0	N/A	N/A	0.0
Robbery		0	0	0	0	N/A	N/A	0.0
Sexual Assaults		0	1	0	1	N/A	N/A	0.2
Other Sexual Offences		0	0	0	1	N/A	N/A	0.3
Assault		21	3	3	6	-71%	100%	-4.5
Kidnapping/Hostage/Abduction		1	0	0	0	-100%	N/A	-0.3
Extortion		0	0	0	0	N/A	N/A	0.0
Criminal Harassment		1	0	1	1	0%	0%	0.1
Uttering Threats		2	5	8	3	50%	-63%	0.6
<b>TOTAL PERSONS</b>		<b>25</b>	<b>9</b>	<b>12</b>	<b>12</b>	<b>-52%</b>	<b>0%</b>	<b>-3.6</b>
Break & Enter		0	0	0	2	N/A	N/A	0.6
Theft of Motor Vehicle		1	1	2	2	100%	0%	0.4
Theft Over \$5,000		0	0	0	0	N/A	N/A	0.0
Theft Under \$5,000		5	1	2	0	-100%	-100%	-1.4
Possn Stn Goods		0	0	0	0	N/A	N/A	0.0
Fraud		2	4	9	1	-50%	-89%	0.2
Arson		0	0	0	0	N/A	N/A	0.0
Mischief - Damage To Property		0	0	1	3	N/A	200%	1.0
Mischief - Other		6	3	9	2	-67%	-78%	-0.6
<b>TOTAL PROPERTY</b>		<b>14</b>	<b>9</b>	<b>23</b>	<b>10</b>	<b>-29%</b>	<b>-57%</b>	<b>0.2</b>
Offensive Weapons		0	4	3	0	N/A	-100%	-0.1
Disturbing the peace		0	1	6	1	N/A	-83%	0.8
Fail to Comply & Breaches		23	13	0	3	-87%	N/A	-7.3
<b>OTHER CRIMINAL CODE</b>		<b>0</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>N/A</b>	<b>N/A</b>	<b>-0.3</b>
<b>TOTAL OTHER CRIMINAL CODE</b>		<b>23</b>	<b>21</b>	<b>9</b>	<b>4</b>	<b>-83%</b>	<b>-56%</b>	<b>-6.9</b>
<b>TOTAL CRIMINAL CODE</b>		<b>62</b>	<b>39</b>	<b>44</b>	<b>26</b>	<b>-58%</b>	<b>-41%</b>	<b>-10.3</b>



**Hamlet of La Crete - Fort Vermilion Detachment**  
**Crime Statistics (Actual)**  
**January to June: 2018 - 2021**

All categories contain "Attempted" and/or "Completed"

July-07-21

CATEGORY	Trend	2018	2019	2020	2021	% Change 2018 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		1	0	0	0	-100%	N/A	-0.3
Drug Enforcement - Trafficking		0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Other		0	0	0	0	N/A	N/A	0.0
<b>Total Drugs</b>		<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-100%</b>	<b>N/A</b>	<b>-0.3</b>
Cannabis Enforcement		0	0	0	0	N/A	N/A	0.0
Federal - General		0	0	0	1	N/A	N/A	0.3
<b>TOTAL FEDERAL</b>		<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0%</b>	<b>N/A</b>	<b>0.0</b>
Liquor Act		4	4	8	4	0%	-50%	0.4
Cannabis Act		0	1	1	0	N/A	-100%	0.0
Mental Health Act		10	3	4	3	-70%	-25%	-2.0
Other Provincial Stats		15	14	20	28	87%	40%	4.5
<b>Total Provincial Stats</b>		<b>29</b>	<b>22</b>	<b>33</b>	<b>35</b>	<b>21%</b>	<b>6%</b>	<b>2.9</b>
Municipal By-laws Traffic		1	1	1	0	-100%	-100%	-0.3
Municipal By-laws		8	4	4	1	-88%	-75%	-2.1
<b>Total Municipal</b>		<b>9</b>	<b>5</b>	<b>5</b>	<b>1</b>	<b>-89%</b>	<b>-80%</b>	<b>-2.4</b>
Fatals		0	0	0	0	N/A	N/A	0.0
Injury MVC		3	6	1	2	-33%	100%	-0.8
Property Damage MVC (Reportable)		20	21	15	16	-20%	7%	-1.8
Property Damage MVC (Non Reportable)		3	3	3	2	-33%	-33%	-0.3
<b>TOTAL MVC</b>		<b>26</b>	<b>30</b>	<b>19</b>	<b>20</b>	<b>-23%</b>	<b>5%</b>	<b>-2.9</b>
Roadside Suspension - Alcohol (Prov)		0	0	0	0	N/A	N/A	0.0
Roadside Suspension - Drugs (Prov)		0	0	0	0	N/A	N/A	0.0
<b>Total Provincial Traffic</b>		<b>82</b>	<b>125</b>	<b>94</b>	<b>122</b>	<b>49%</b>	<b>30%</b>	<b>8.9</b>
<b>Other Traffic</b>		<b>18</b>	<b>4</b>	<b>1</b>	<b>1</b>	<b>-94%</b>	<b>0%</b>	<b>-5.4</b>
<b>Criminal Code Traffic</b>		<b>7</b>	<b>4</b>	<b>10</b>	<b>4</b>	<b>-43%</b>	<b>-60%</b>	<b>-0.3</b>
<b>Common Police Activities</b>								
False Alarms		25	17	7	6	-76%	-14%	-6.7
False/Abandoned 911 Call and 911 Act		8	5	6	6	-25%	0%	-0.5
Suspicious Person/Vehicle/Property		0	2	4	3	N/A	-25%	1.1
Persons Reported Missing		1	1	2	1	0%	-50%	0.1

**Hamlet of Fort Vermilion - Fort Vermilion Detachment  
Crime Statistics (Actual)  
January to June: 2018 - 2021**

All categories contain "Attempted" and/or "Completed"

July-07-21

CATEGORY	Trend	2018	2019	2020	2021	% Change 2018 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Homicides & Offences Related to Death		0	0	0	0	N/A	N/A	0.0
Robbery		0	0	0	1	N/A	N/A	0.3
Sexual Assaults		0	4	0	0	N/A	N/A	-0.4
Other Sexual Offences		0	1	0	1	N/A	N/A	0.2
Assault		19	9	26	10	-47%	-62%	-1.0
Kidnapping/Hostage/Abduction		0	1	0	0	N/A	N/A	-0.1
Extortion		0	0	0	0	N/A	N/A	0.0
Criminal Harassment		2	4	1	2	0%	100%	-0.3
Uttering Threats		2	5	3	1	-50%	-67%	-0.5
<b>TOTAL PERSONS</b>		<b>23</b>	<b>24</b>	<b>30</b>	<b>15</b>	<b>-35%</b>	<b>-50%</b>	<b>-1.8</b>
Break & Enter		3	2	5	3	0%	-40%	0.3
Theft of Motor Vehicle		5	2	2	3	-40%	50%	-0.6
Theft Over \$5,000		0	0	0	0	N/A	N/A	0.0
Theft Under \$5,000		2	10	7	2	0%	-71%	-0.3
Possn Stn Goods		0	1	5	2	N/A	-60%	1.0
Fraud		3	3	1	1	-67%	0%	-0.8
Arson		0	0	0	0	N/A	N/A	0.0
Mischief - Damage To Property		0	0	5	10	N/A	100%	3.5
Mischief - Other		32	70	35	20	-38%	-43%	-7.1
<b>TOTAL PROPERTY</b>		<b>45</b>	<b>88</b>	<b>60</b>	<b>41</b>	<b>-9%</b>	<b>-32%</b>	<b>-4.0</b>
Offensive Weapons		2	0	5	0	-100%	-100%	-0.1
Disturbing the peace		20	46	6	13	-35%	117%	-6.1
Fail to Comply & Breaches		147	132	32	22	-85%	-31%	-47.5
<b>OTHER CRIMINAL CODE</b>		<b>0</b>	<b>3</b>	<b>4</b>	<b>2</b>	<b>N/A</b>	<b>-50%</b>	<b>0.7</b>
<b>TOTAL OTHER CRIMINAL CODE</b>		<b>169</b>	<b>181</b>	<b>47</b>	<b>37</b>	<b>-78%</b>	<b>-21%</b>	<b>-53.0</b>
<b>TOTAL CRIMINAL CODE</b>		<b>237</b>	<b>293</b>	<b>137</b>	<b>93</b>	<b>-61%</b>	<b>-32%</b>	<b>-58.8</b>

**Hamlet of Fort Vermilion - Fort Vermilion Detachment**  
**Crime Statistics (Actual)**  
**January to June: 2018 - 2021**

All categories contain "Attempted" and/or "Completed"

July-07-21

CATEGORY	Trend	2018	2019	2020	2021	% Change 2018 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		0	0	1	1	N/A	0%	0.4
Drug Enforcement - Trafficking		0	0	0	1	N/A	N/A	0.3
Drug Enforcement - Other		0	0	0	0	N/A	N/A	0.0
<b>Total Drugs</b>		<b>0</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>N/A</b>	<b>100%</b>	<b>0.7</b>
Cannabis Enforcement		0	0	0	0	N/A	N/A	0.0
Federal - General		2	0	0	1	-50%	N/A	-0.3
<b>TOTAL FEDERAL</b>		<b>2</b>	<b>0</b>	<b>1</b>	<b>3</b>	<b>50%</b>	<b>200%</b>	<b>0.4</b>
Liquor Act		8	8	4	8	0%	100%	-0.4
Cannabis Act		0	0	0	0	N/A	N/A	0.0
Mental Health Act		13	20	8	12	-8%	50%	-1.5
Other Provincial Stats		11	18	12	12	9%	0%	-0.3
<b>Total Provincial Stats</b>		<b>32</b>	<b>46</b>	<b>24</b>	<b>32</b>	<b>0%</b>	<b>33%</b>	<b>-2.2</b>
Municipal By-laws Traffic		2	1	0	0	-100%	N/A	-0.7
Municipal By-laws		2	2	1	1	-50%	0%	-0.4
<b>Total Municipal</b>		<b>4</b>	<b>3</b>	<b>1</b>	<b>1</b>	<b>-75%</b>	<b>0%</b>	<b>-1.1</b>
Fatals		0	0	0	0	N/A	N/A	0.0
Injury MVC		1	2	2	0	-100%	-100%	-0.3
Property Damage MVC (Reportable)		7	11	3	1	-86%	-67%	-2.6
Property Damage MVC (Non Reportable)		2	1	0	1	-50%	N/A	-0.4
<b>TOTAL MVC</b>		<b>10</b>	<b>14</b>	<b>5</b>	<b>2</b>	<b>-80%</b>	<b>-60%</b>	<b>-3.3</b>
Roadside Suspension - Alcohol (Prov)		0	0	0	0	N/A	N/A	0.0
Roadside Suspension - Drugs (Prov)		0	0	0	0	N/A	N/A	0.0
<b>Total Provincial Traffic</b>		<b>17</b>	<b>30</b>	<b>22</b>	<b>38</b>	<b>124%</b>	<b>73%</b>	<b>5.5</b>
<b>Other Traffic</b>		<b>0</b>	<b>4</b>	<b>1</b>	<b>0</b>	<b>N/A</b>	<b>-100%</b>	<b>-0.3</b>
<b>Criminal Code Traffic</b>		<b>12</b>	<b>16</b>	<b>11</b>	<b>8</b>	<b>-33%</b>	<b>-27%</b>	<b>-1.7</b>
<b>Common Police Activities</b>								
False Alarms		11	6	3	2	-82%	-33%	-3.0
False/Abandoned 911 Call and 911 Act		8	25	19	12	50%	-37%	0.6
Suspicious Person/Vehicle/Property		2	3	2	13	550%	550%	3.2
Persons Reported Missing		1	2	4	2	100%	-50%	0.5



## Fort Vermilion Provincial Detachment Crime Statistics (Actual) January to June: 2017 - 2021

All categories contain "Attempted" and/or "Completed"

July-06-21

CATEGORY	Trend	2017	2018	2019	2020	2021	% Change 2017 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Homicides & Offences Related to Death		5	0	1	2	1	-80%	-50%	-0.6
Robbery		0	0	0	0	2	N/A	N/A	0.4
Sexual Assaults		13	12	13	11	14	8%	27%	0.1
Other Sexual Offences		3	5	7	11	9	200%	-18%	1.8
Assault		227	206	212	165	150	-34%	-9%	-19.5
Kidnapping/Hostage/Abduction		2	1	5	1	2	0%	100%	0.0
Extortion		0	1	1	1	0	N/A	-100%	0.0
Criminal Harassment		8	11	12	12	7	-13%	-42%	-0.1
Uttering Threats		25	42	33	48	46	84%	-4%	4.8
<b>TOTAL PERSONS</b>		<b>283</b>	<b>278</b>	<b>284</b>	<b>251</b>	<b>231</b>	<b>-18%</b>	<b>-8%</b>	<b>-13.1</b>
Break & Enter		17	16	10	15	10	-41%	-33%	-1.5
Theft of Motor Vehicle		17	12	25	16	15	-12%	-6%	0.0
Theft Over \$5,000		1	0	0	1	0	-100%	-100%	-0.1
Theft Under \$5,000		42	24	24	24	10	-76%	-58%	-6.4
Possn Stn Goods		10	1	2	6	7	-30%	17%	-0.1
Fraud		14	9	12	14	13	-7%	-7%	0.3
Arson		20	12	6	6	6	-70%	0%	-3.4
Mischief - Damage To Property		0	0	2	58	65	N/A	12%	18.8
Mischief - Other		188	207	253	157	140	-26%	-11%	-14.6
<b>TOTAL PROPERTY</b>		<b>309</b>	<b>281</b>	<b>334</b>	<b>297</b>	<b>266</b>	<b>-14%</b>	<b>-10%</b>	<b>-7.0</b>
Offensive Weapons		23	41	38	36	9	-61%	-75%	-3.3
Disturbing the peace		64	59	91	32	67	5%	109%	-2.1
Fail to Comply & Breaches		293	322	296	122	99	-66%	-19%	-58.8
<b>OTHER CRIMINAL CODE</b>		<b>34</b>	<b>15</b>	<b>33</b>	<b>14</b>	<b>23</b>	<b>-32%</b>	<b>64%</b>	<b>-2.3</b>
<b>TOTAL OTHER CRIMINAL CODE</b>		<b>414</b>	<b>437</b>	<b>458</b>	<b>204</b>	<b>198</b>	<b>-52%</b>	<b>-3%</b>	<b>-66.5</b>
<b>TOTAL CRIMINAL CODE</b>		<b>1,006</b>	<b>996</b>	<b>1,076</b>	<b>752</b>	<b>695</b>	<b>-31%</b>	<b>-8%</b>	<b>-86.6</b>



## Crime Statistics (Actual) January to June: 2017 - 2021

All categories contain "Attempted" and/or "Completed"

July-06-21

CATEGORY	Trend	2017	2018	2019	2020	2021	% Change 2017 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		8	6	0	2	1	-88%	-50%	-1.8
Drug Enforcement - Trafficking		1	2	2	2	7	600%	250%	1.2
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
<b>Total Drugs</b>		<b>9</b>	<b>8</b>	<b>2</b>	<b>4</b>	<b>8</b>	<b>-11%</b>	<b>100%</b>	<b>-0.6</b>
Cannabis Enforcement		0	0	0	0	0	N/A	N/A	0.0
Federal - General		12	17	6	0	6	-50%	N/A	-2.9
<b>TOTAL FEDERAL</b>		<b>21</b>	<b>25</b>	<b>8</b>	<b>4</b>	<b>14</b>	<b>-33%</b>	<b>250%</b>	<b>-3.5</b>
Liquor Act		60	28	41	23	35	-42%	52%	-5.5
Cannabis Act		0	0	1	1	3	N/A	200%	0.7
Mental Health Act		52	61	65	54	79	52%	46%	4.7
Other Provincial Stats		167	105	135	109	156	-7%	43%	-1.8
<b>Total Provincial Stats</b>		<b>279</b>	<b>194</b>	<b>242</b>	<b>187</b>	<b>273</b>	<b>-2%</b>	<b>46%</b>	<b>-1.9</b>
Municipal By-laws Traffic		0	3	3	2	0	N/A	-100%	-0.1
Municipal By-laws		5	13	17	6	5	0%	-17%	-0.7
<b>Total Municipal</b>		<b>5</b>	<b>16</b>	<b>20</b>	<b>8</b>	<b>5</b>	<b>0%</b>	<b>-38%</b>	<b>-0.8</b>
Fatals		0	1	0	0	0	N/A	N/A	-0.1
Injury MVC		15	18	22	16	12	-20%	-25%	-0.8
Property Damage MVC (Reportable)		61	78	78	60	62	2%	3%	-1.6
Property Damage MVC (Non Reportable)		5	19	16	9	17	240%	89%	1.4
<b>TOTAL MVC</b>		<b>81</b>	<b>116</b>	<b>116</b>	<b>85</b>	<b>91</b>	<b>12%</b>	<b>7%</b>	<b>-1.1</b>
Roadside Suspension - Alcohol (Prov)		0	0	0	0	21	N/A	N/A	4.2
Roadside Suspension - Drugs (Prov)		0	0	0	0	0	N/A	N/A	0.0
<b>Total Provincial Traffic</b>		<b>165</b>	<b>307</b>	<b>555</b>	<b>301</b>	<b>463</b>	<b>181%</b>	<b>54%</b>	<b>59.0</b>
<b>Other Traffic</b>		<b>14</b>	<b>43</b>	<b>57</b>	<b>15</b>	<b>12</b>	<b>-14%</b>	<b>-20%</b>	<b>-3.2</b>
<b>Criminal Code Traffic</b>		<b>103</b>	<b>90</b>	<b>177</b>	<b>115</b>	<b>85</b>	<b>-17%</b>	<b>-26%</b>	<b>-1.1</b>
<b>Common Police Activities</b>									
False Alarms		61	37	25	13	12	-80%	-8%	-12.2
False/Abandoned 911 Call and 911 Act		44	41	83	89	56	27%	-37%	7.2
Suspicious Person/Vehicle/Property		18	23	7	15	34	89%	127%	2.4
Persons Reported Missing		15	18	15	14	9	-40%	-36%	-1.6
Search Warrants		3	2	2	3	1	-67%	-67%	-0.3
Spousal Abuse - Survey Code (Reported)		110	123	127	108	84	-24%	-22%	-6.7
Form 10 (MHA) (Reported)		0	0	0	2	1	N/A	-50%	0.4



## Fort Vermilion Provincial Detachment Crime Statistics (Actual) June: 2017 - 2021

All categories contain "Attempted" and/or "Completed"

July-06-21

CATEGORY	Trend	2017	2018	2019	2020	2021	% Change 2017 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Homicides & Offences Related to Death		0	0	0	1	0	N/A	-100%	0.1
Robbery		0	0	0	0	0	N/A	N/A	0.0
Sexual Assaults		3	2	1	2	1	-67%	-50%	-0.4
Other Sexual Offences		2	0	0	1	0	-100%	-100%	-0.3
Assault		41	33	41	41	33	-20%	-20%	-0.8
Kidnapping/Hostage/Abduction		1	0	0	0	0	-100%	N/A	-0.2
Extortion		0	0	0	0	0	N/A	N/A	0.0
Criminal Harassment		2	3	2	3	2	0%	-33%	0.0
Uttering Threats		3	6	4	13	10	233%	-23%	2.1
<b>TOTAL PERSONS</b>		<b>52</b>	<b>44</b>	<b>48</b>	<b>61</b>	<b>46</b>	<b>-12%</b>	<b>-25%</b>	<b>0.5</b>
Break & Enter		2	3	1	1	4	100%	300%	0.2
Theft of Motor Vehicle		4	4	5	4	5	25%	25%	0.2
Theft Over \$5,000		0	0	0	0	0	N/A	N/A	0.0
Theft Under \$5,000		9	5	4	7	1	-89%	-86%	-1.4
Possn Stn Goods		10	1	0	1	1	-90%	0%	-1.8
Fraud		4	2	1	3	3	-25%	0%	-0.1
Arson		1	3	0	2	2	100%	0%	0.1
Mischief - Damage To Property		0	0	1	17	20	N/A	18%	5.7
Mischief - Other		34	37	57	46	34	0%	-26%	0.9
<b>TOTAL PROPERTY</b>		<b>64</b>	<b>55</b>	<b>69</b>	<b>81</b>	<b>70</b>	<b>9%</b>	<b>-14%</b>	<b>3.8</b>
Offensive Weapons		16	5	12	14	1	-94%	-93%	-2.1
Disturbing the peace		13	16	26	10	21	62%	110%	1.0
Fail to Comply & Breaches		25	47	66	34	15	-40%	-56%	-3.3
<b>OTHER CRIMINAL CODE</b>		<b>9</b>	<b>1</b>	<b>9</b>	<b>6</b>	<b>6</b>	<b>-33%</b>	<b>0%</b>	<b>-0.1</b>
<b>TOTAL OTHER CRIMINAL CODE</b>		<b>63</b>	<b>69</b>	<b>113</b>	<b>64</b>	<b>43</b>	<b>-32%</b>	<b>-33%</b>	<b>-4.5</b>
<b>TOTAL CRIMINAL CODE</b>		<b>179</b>	<b>168</b>	<b>230</b>	<b>206</b>	<b>159</b>	<b>-11%</b>	<b>-23%</b>	<b>-0.2</b>



## Crime Statistics (Actual)

June: 2017 - 2021

All categories contain "Attempted" and/or "Completed"

July-06-21

CATEGORY	Trend	2017	2018	2019	2020	2021	% Change 2017 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		1	0	0	0	0	-100%	N/A	-0.2
Drug Enforcement - Trafficking		0	0	0	0	2	N/A	N/A	0.4
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
<b>Total Drugs</b>		<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>100%</b>	<b>N/A</b>	<b>0.2</b>
Cannabis Enforcement		0	0	0	0	0	N/A	N/A	0.0
Federal - General		6	1	3	0	1	-83%	N/A	-1.1
<b>TOTAL FEDERAL</b>		<b>7</b>	<b>1</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>-57%</b>	<b>N/A</b>	<b>-0.9</b>
Liquor Act		11	4	6	1	10	-9%	900%	-0.5
Cannabis Act		0	0	0	0	0	N/A	N/A	0.0
Mental Health Act		16	12	6	14	24	50%	71%	1.8
Other Provincial Stats		30	15	35	22	31	3%	41%	0.9
<b>Total Provincial Stats</b>		<b>57</b>	<b>31</b>	<b>47</b>	<b>37</b>	<b>65</b>	<b>14%</b>	<b>76%</b>	<b>2.2</b>
Municipal By-laws Traffic		0	0	0	0	0	N/A	N/A	0.0
Municipal By-laws		1	6	8	0	1	0%	N/A	-0.6
<b>Total Municipal</b>		<b>1</b>	<b>6</b>	<b>8</b>	<b>0</b>	<b>1</b>	<b>0%</b>	<b>N/A</b>	<b>-0.6</b>
Fatals		0	0	0	0	0	N/A	N/A	0.0
Injury MVC		1	5	6	3	3	200%	0%	0.2
Property Damage MVC (Reportable)		7	10	13	14	16	129%	14%	2.2
Property Damage MVC (Non Reportable)		1	0	0	2	5	400%	150%	1.0
<b>TOTAL MVC</b>		<b>9</b>	<b>15</b>	<b>19</b>	<b>19</b>	<b>24</b>	<b>167%</b>	<b>26%</b>	<b>3.4</b>
Roadside Suspension - Alcohol (Prov)		0	0	0	0	7	N/A	N/A	1.4
Roadside Suspension - Drugs (Prov)		0	0	0	0	0	N/A	N/A	0.0
<b>Total Provincial Traffic</b>		<b>19</b>	<b>56</b>	<b>157</b>	<b>78</b>	<b>106</b>	<b>458%</b>	<b>36%</b>	<b>19.6</b>
<b>Other Traffic</b>		<b>1</b>	<b>8</b>	<b>18</b>	<b>1</b>	<b>2</b>	<b>100%</b>	<b>100%</b>	<b>-0.5</b>
<b>Criminal Code Traffic</b>		<b>15</b>	<b>17</b>	<b>49</b>	<b>26</b>	<b>19</b>	<b>27%</b>	<b>-27%</b>	<b>1.7</b>
<b>Common Police Activities</b>									
False Alarms		10	8	9	5	5	-50%	0%	-1.3
False/Abandoned 911 Call and 911 Act		9	6	24	23	6	-33%	-74%	1.1
Suspicious Person/Vehicle/Property		5	0	3	6	11	120%	83%	1.8
Persons Reported Missing		3	2	4	3	1	-67%	-67%	-0.3
Search Warrants		1	1	0	0	0	-100%	N/A	-0.3
Spousal Abuse - Survey Code (Reported)		23	29	21	30	14	-39%	-53%	-1.7
Form 10 (MHA) (Reported)		0	0	0	0	0	N/A	N/A	0.0



All categories contain "Attempted" and/or "Completed"

July-06-21

Category	Trend	2017	2018	2019	2020	2021	FLAG
<b>Theft Motor Vehicle (Total)</b>		17	12	25	16	15	Within Norm
Auto		1	0	2	2	0	Within Norm
Truck		4	2	1	2	3	Within Norm
SUV		0	0	0	1	1	Issue
Van		1	0	1	0	2	Issue
Motorcycle		0	0	0	0	0	Within Norm
Other		6	2	7	4	5	Within Norm
Take Auto without Consent		5	8	14	7	4	Within Norm
<b>Break and Enter (Total)*</b>		17	16	10	15	10	Within Norm
Business		2	3	2	2	2	Within Norm
Residence		11	8	6	8	7	Within Norm
Cottage or Seasonal Residence		1	1	1	1	0	Within Norm
Other		0	0	0	0	0	Within Norm
<b>Theft Over &amp; Under \$5,000 (Total)</b>		43	24	24	25	10	Within Norm
Theft from a motor vehicle		6	2	1	3	4	Within Norm
Shoplifting		6	2	1	2	1	Within Norm
Mail Theft (includes all Mail offences)		0	0	0	1	0	Within Norm
Theft of bicycle		1	0	0	0	0	Within Norm
Other Theft		30	20	22	19	5	Within Norm

Mischief To Property		188	207	255	215	205	Within Norm
Suspicious Person/ Vehicle/ Property		18	23	7	15	34	Issue
Fail to Comply/Breach		293	322	296	122	99	Within Norm
Wellbeing Check		8	16	34	33	31	Within Norm
Mental Health Act		52	61	65	54	79	Issue
False Alarms		61	37	25	13	12	Within Norm

Traffic	Trend	2017	2018	2019	2020	2021	FLAG
Roadside Suspensions - alcohol related - No grounds to charge*		0	2	10	2	4	Within Norm
Occupant Restraint/Seatbelt Violations*		5	3	11	5	19	Issue
Speeding Violations*		12	64	68	32	72	Within Norm
Intersection Related Violations*		4	7	13	7	15	Issue
Other Non-Moving Violation*		44	112	218	118	151	Within Norm
Pursuits**		3	3	5	1	3	Within Norm
Other CC Traffic**		11	11	32	17	3	Within Norm

\*\*Actual" \*\*\*Reported"

Categories flagged with "Issue" only indicate that the current number of offences are higher the statistical norm based on previous years.





### Fort Vermilion Provincial Detachment - Break and Enters (includes unlawfully in a dwelling place)

All categories contain "Attempted" and/or "Completed"

July-06-21

2020												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Actuals	2	4	3	0	5	1	5	3	3	1	5	3
Running Total	2	6	9	9	14	15	20	23	26	27	32	35
Quarter	9			6			11			9		
2021												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Actuals	2	2	1	0	1	4						
Running Total	2	4	5	5	6	10						
Quarter	5			5			TBD			TBD		
Year over Year % Change	0%	-33%	-44%	-44%	-57%	-33%						

### Fort Vermilion Provincial Detachment - Theft of Motor Vehicles (includes taking without consent)

All categories contain "Attempted" and/or "Completed"

July-06-21

2020												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Actuals	5	2	3	1	1	4	6	6	1	5	3	4
Running Total	5	7	10	11	12	16	22	28	29	34	37	41
Quarter	10			6			13			12		
2021												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Actuals	4	0	1	3	2	5						
Running Total	4	4	5	8	10	15						
Quarter	5			10			TBD			TBD		
Year over Year % Change	-20%	-43%	-50%	-27%	-17%	-6%						



## Fort Vermilion Provincial Detachment - Theft Under \$5,000

All categories contain "Attempted" and/or "Completed"

July-06-21

2020												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Actuals	2	8	3	0	4	7	9	4	3	9	1	3
Running Total	2	10	13	13	17	24	33	37	40	49	50	53
Quarter	13			11			16			13		
2021												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Actuals	3	1	2	2	1	1						
Running Total	3	4	6	8	9	10						
Quarter	6			4			TBD			TBD		
Year over Year % Change	50%	-60%	-54%	-38%	-47%	-58%						

## Fort Vermilion Provincial Detachment - Theft from Motor Vehicles

All categories contain "Attempted" and/or "Completed"

July-06-21

2020												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Actuals	0	1	1	0	0	1	1	1	1	3	0	1
Running Total	0	1	2	2	2	3	4	5	6	9	9	10
Quarter	2			1			3			4		
2021												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Actuals	2	0	1	0	1	0						
Running Total	2	2	3	3	4	4						
Quarter	3			1			TBD			TBD		
Year over Year % Change		100%	50%	50%	100%	33%						



## Fort Vermilion Provincial Detachment Crime Statistics (Actual) Q2: 2017 - 2021

All categories contain "Attempted" and/or "Completed"

July-06-21

CATEGORY	Trend	2017	2018	2019	2020	2021	% Change 2017 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Homicides & Offences Related to Death		5	0	0	1	1	-80%	0%	-0.7
Robbery		0	0	0	0	0	N/A	N/A	0.0
Sexual Assaults		7	4	6	4	10	43%	150%	0.6
Other Sexual Offences		2	3	5	2	5	150%	150%	0.5
Assault		138	113	94	92	90	-35%	-2%	-11.7
Kidnapping/Hostage/Abduction		1	0	2	1	1	0%	0%	0.1
Extortion		0	0	0	1	0	N/A	-100%	0.1
Criminal Harassment		5	9	9	9	5	0%	-44%	0.0
Uttering Threats		11	16	11	24	37	236%	54%	6.0
<b>TOTAL PERSONS</b>		<b>169</b>	<b>145</b>	<b>127</b>	<b>134</b>	<b>149</b>	<b>-12%</b>	<b>11%</b>	<b>-5.1</b>
Break & Enter		7	12	6	6	5	-29%	-17%	-1.0
Theft of Motor Vehicle		15	6	15	6	10	-33%	67%	-1.0
Theft Over \$5,000		1	0	0	0	0	-100%	N/A	-0.2
Theft Under \$5,000		33	11	10	11	4	-88%	-64%	-5.8
Possn Stn Goods		10	1	2	1	1	-90%	0%	-1.8
Fraud		11	4	2	7	5	-55%	-29%	-0.9
Arson		17	10	3	4	3	-82%	-25%	-3.4
Mischief - Damage To Property		0	0	2	41	42	N/A	2%	12.5
Mischief - Other		108	119	148	77	83	-23%	8%	-9.2
<b>TOTAL PROPERTY</b>		<b>202</b>	<b>163</b>	<b>188</b>	<b>153</b>	<b>153</b>	<b>-24%</b>	<b>0%</b>	<b>-10.8</b>
Offensive Weapons		21	19	24	32	6	-71%	-81%	-1.7
Disturbing the peace		38	42	73	16	51	34%	219%	0.0
Fail to Comply & Breaches		158	197	148	62	55	-65%	-11%	-34.1
<b>OTHER CRIMINAL CODE</b>		<b>20</b>	<b>13</b>	<b>22</b>	<b>11</b>	<b>16</b>	<b>-20%</b>	<b>45%</b>	<b>-1.0</b>
<b>TOTAL OTHER CRIMINAL CODE</b>		<b>237</b>	<b>271</b>	<b>267</b>	<b>121</b>	<b>128</b>	<b>-46%</b>	<b>6%</b>	<b>-36.8</b>
<b>TOTAL CRIMINAL CODE</b>		<b>608</b>	<b>579</b>	<b>582</b>	<b>408</b>	<b>430</b>	<b>-29%</b>	<b>5%</b>	<b>-52.7</b>



Q2: 2017 - 2021

All categories contain "Attempted" and/or "Completed"

July-06-21

CATEGORY	Trend	2017	2018	2019	2020	2021	% Change 2017 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		4	1	0	1	0	-100%	-100%	-0.8
Drug Enforcement - Trafficking		1	1	2	2	3	200%	50%	0.5
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
<b>Total Drugs</b>		<b>5</b>	<b>2</b>	<b>2</b>	<b>3</b>	<b>3</b>	<b>-40%</b>	<b>0%</b>	<b>-0.3</b>
Cannabis Enforcement		0	0	0	0	0	N/A	N/A	0.0
Federal - General		9	2	4	0	3	-67%	N/A	-1.4
<b>TOTAL FEDERAL</b>		<b>14</b>	<b>4</b>	<b>6</b>	<b>3</b>	<b>6</b>	<b>-57%</b>	<b>100%</b>	<b>-1.7</b>
Liquor Act		37	16	23	15	19	-49%	27%	-3.7
Cannabis Act		0	0	1	1	1	N/A	0%	0.3
Mental Health Act		31	33	33	27	43	39%	59%	1.8
Other Provincial Stats		88	61	81	66	82	-7%	24%	-0.7
<b>Total Provincial Stats</b>		<b>156</b>	<b>110</b>	<b>138</b>	<b>109</b>	<b>145</b>	<b>-7%</b>	<b>33%</b>	<b>-2.3</b>
Municipal By-laws Traffic		0	2	1	1	0	N/A	-100%	-0.1
Municipal By-laws		3	9	13	5	4	33%	-20%	-0.2
<b>Total Municipal</b>		<b>3</b>	<b>11</b>	<b>14</b>	<b>6</b>	<b>4</b>	<b>33%</b>	<b>-33%</b>	<b>-0.3</b>
Fatals		0	1	0	0	0	N/A	N/A	-0.1
Injury MVC		10	13	14	9	5	-50%	-44%	-1.4
Property Damage MVC (Reportable)		23	32	34	24	36	57%	50%	1.8
Property Damage MVC (Non Reportable)		3	4	6	4	9	200%	125%	1.2
<b>TOTAL MVC</b>		<b>36</b>	<b>50</b>	<b>54</b>	<b>37</b>	<b>50</b>	<b>39%</b>	<b>35%</b>	<b>1.5</b>
Roadside Suspension - Alcohol (Prov)		0	0	0	0	11	N/A	N/A	2.2
Roadside Suspension - Drugs (Prov)		0	0	0	0	0	N/A	N/A	0.0
<b>Total Provincial Traffic</b>		<b>86</b>	<b>185</b>	<b>326</b>	<b>195</b>	<b>305</b>	<b>255%</b>	<b>56%</b>	<b>44.8</b>
<b>Other Traffic</b>		<b>4</b>	<b>25</b>	<b>29</b>	<b>8</b>	<b>5</b>	<b>25%</b>	<b>-38%</b>	<b>-1.5</b>
<b>Criminal Code Traffic</b>		<b>52</b>	<b>61</b>	<b>100</b>	<b>72</b>	<b>48</b>	<b>-8%</b>	<b>-33%</b>	<b>0.3</b>
<b>Common Police Activities</b>									
False Alarms		35	16	19	9	10	-71%	11%	-5.7
False/Abandoned 911 Call and 911 Act		23	21	48	59	31	35%	-47%	5.4
Suspicious Person/Vehicle/Property		13	17	6	11	18	38%	64%	0.4
Persons Reported Missing		12	9	9	5	6	-50%	20%	-1.6
Search Warrants		2	1	1	2	1	-50%	-50%	-0.1
Spousal Abuse - Survey Code (Reported)		62	72	58	60	48	-23%	-20%	-4.0
Form 10 (MHA) (Reported)		0	0	0	0	0	N/A	N/A	0.0

## Mackenzie County - Fort Vermilion Detachment

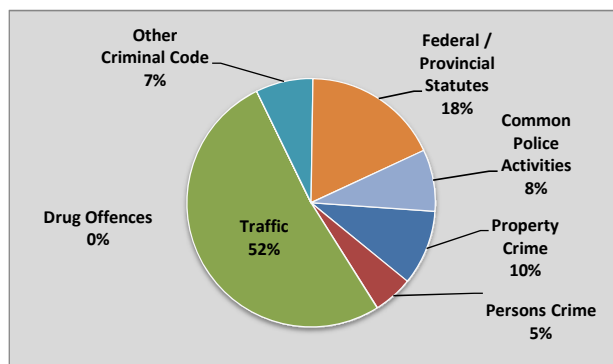
### Crime Data - June 2021

CATEGORY	Reported	Actual	ClrChg	ClrOth	Total Clr	% Clr
Homicides & Offences Related to Death	0	0	0	0	0	0.0%
Robbery	0	0	0	0	0	0.0%
Sexual Assaults	1	1	0	0	0	0.0%
Other Sexual Offences	0	0	0	0	0	0.0%
Assault	7	6	1	1	2	33.3%
Kidnapping/Hostage/Abduction	0	0	0	0	0	0.0%
Extortion	0	0	0	0	0	0.0%
Criminal Harassment	1	1	0	0	0	0.0%
Uttering Threats	2	1	0	1	1	100.0%
<b>TOTAL PERSONS</b>	<b>11</b>	<b>9</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>33.3%</b>
Break & Enter	2	2	0	0	0	0.0%
Theft of Motor Vehicle	2	2	0	0	0	0.0%
Theft Over \$5,000	0	0	0	0	0	0.0%
Theft Under \$5,000	1	1	0	1	1	100.0%
Possn Stn Goods	1	1	0	0	0	0.0%
Fraud	0	0	0	1	1	0.0%
Arson	0	0	0	0	0	0.0%
Mischief - Damage To Property	7	6	1	3	4	66.7%
Mischief - Other	5	5	0	4	4	80.0%
<b>TOTAL PROPERTY</b>	<b>18</b>	<b>17</b>	<b>1</b>	<b>9</b>	<b>10</b>	<b>58.8%</b>
Offensive Weapons	0	0	0	0	0	0.0%
Disturbing the Peace	6	5	1	4	5	100.0%
Fail to Comply & Breaches	7	7	6	1	7	100.0%
<b>OTHER CRIMINAL CODE</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>TOTAL OTHER CRIMINAL CODE</b>	<b>14</b>	<b>12</b>	<b>7</b>	<b>5</b>	<b>12</b>	<b>100.0%</b>
<b>TOTAL CRIMINAL CODE</b>	<b>43</b>	<b>38</b>	<b>9</b>	<b>16</b>	<b>25</b>	<b>65.8%</b>
Drug Enforcement - Production	0	0	0	0	0	0.0%
Drug Enforcement - Possession	0	0	0	0	0	0.0%
Drug Enforcement - Trafficking	0	0	0	0	0	0.0%
Drug Enforcement - Other	0	0	0	0	0	0.0%
<b>Total Drugs</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
Cannabis Enforcement	0	0	0	0	0	0.0%
Federal - General	1	1	1	0	1	100.0%
<b>TOTAL FEDERAL</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>100.0%</b>
Liquor Act	7	7	6	1	7	100.0%
Cannabis Act	0	0	0	0	0	0.0%
Mental Health Act	5	5	0	0	0	0.0%
Other Provincial Stats	18	18	9	5	14	77.8%
<b>Total Provincial Stats</b>	<b>30</b>	<b>30</b>	<b>15</b>	<b>6</b>	<b>21</b>	<b>70.0%</b>
Municipal By-laws Traffic	0	0	0	0	0	0.0%
Municipal By-laws	0	0	0	0	0	0.0%
<b>Total Municipal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
Fatals	0	0	0	0	0	0.0%
Injury MVAS	3	3	1	0	1	33.3%
Property Damage MVAS (Reportable)	15	15	1	1	2	13.3%
Property Damage MVAS (Non Reportable)	2	2	0	0	0	0.0%
<b>TOTAL MVAS</b>	<b>20</b>	<b>20</b>	<b>2</b>	<b>1</b>	<b>3</b>	<b>15.0%</b>
Roadside Suspension - Alcohol (Prov)	0	0	0	0	0	0.0%
Roadside Suspension - Drugs (Prov)	0	0	0	0	0	0.0%
<b>Total Provincial Traffic</b>	<b>67</b>	<b>67</b>	<b>37</b>	<b>23</b>	<b>60</b>	<b>89.6%</b>
<b>Other Traffic</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>Criminal Code Traffic</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>2</b>	<b>2</b>	<b>66.7%</b>
<b>Common Police Activities</b>						
False Alarms	4	Suspicious Person/Vehicle		7		
False/Abandoned 911 Call and 911 Act	3	VSU Accepted		0		
Persons Reported Missing	0	VSU Declined		0		
Request to Locate	0	VSU Offered - Not Available		0		
Abandoned Vehicles	0	VSU Proactive Referral		0		

## Mackenzie County - Fort Vermilion Detachment

### Crime Data - June 2021

Property Crime	Break & Enter	2	Federal / Provincial Statutes	Liquor Act	7
	Theft of Motor Vehicle	2		Cannabis Act & Enforcement	0
	Theft Over \$5,000	0		Mental Health Act	5
	Theft Under \$5,000	1		Coroner's Act - Sudden Death	0
	Possn Stn Goods	1		Child Welfare Act	0
	Fraud	0		Other Provincial Statute	18
	Arson	0		Other Federal Statute	1
	Mischief To Property	11		<b>Total</b>	<b>31</b>
<b>Total</b>	<b>17</b>				
Persons Crime	Assault	6	Common Police Activities	False Alarms	4
	Robbery/Extortion/Harassment/Threats	2		False/Abandoned 911 Call	3
	Sexual Offences	1		Abandoned Vehicles	0
	Kidnapping/Hostage/Abduction	0		Persons Reported Missing	0
	Homicides & Offences Related to Death	0		Request to Locate	0
				Suspicious Person/Vehicle/Property	7
<b>Total</b>	<b>9</b>	<b>Total</b>	<b>14</b>		
Traffic	Motor Vehicle Collisions	20			
	Impaired Related Offences	2			
	Provincial Traffic Offences	67			
	Other Traffic Related Offences	1			
	<b>Total</b>	<b>90</b>			
Drug Offences	Drug Enforcement - Production	0			
	Drug Enforcement - Possession	0			
	Drug Enforcement - Trafficking	0			
	Drug Enforcement - Other	0			
	<b>Total</b>	<b>0</b>			
Other Criminal Code Offence	Breach of Peace	1			
	Disturbing the Peace	5			
	Fail to Comply & Breaches	7			
	Offensive Weapons	0			
	Other Offence	0			
<b>Total</b>	<b>13</b>				



## Hamlet of La Crete - Fort Vermilion Detachment

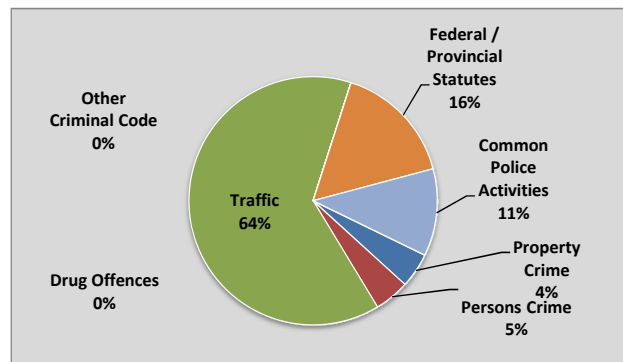
### Crime Data - June 2021

CATEGORY	Reported	Actual	ClrChg	ClrOth	Total Clr	% Clr
Homicides & Offences Related to Death	0	0	0	0	0	0.0%
Robbery	0	0	0	0	0	0.0%
Sexual Assaults	0	0	0	0	0	0.0%
Other Sexual Offences	0	0	0	0	0	0.0%
Assault	1	1	0	0	0	0.0%
Kidnapping/Hostage/Abduction	0	0	0	0	0	0.0%
Extortion	0	0	0	0	0	0.0%
Criminal Harassment	0	0	0	0	0	0.0%
Uttering Threats	1	1	0	1	1	100.0%
<b>TOTAL PERSONS</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>50.0%</b>
Break & Enter	0	0	0	0	0	0.0%
Theft of Motor Vehicle	0	0	0	0	0	0.0%
Theft Over \$5,000	0	0	0	0	0	0.0%
Theft Under \$5,000	0	0	0	0	0	0.0%
Possn Stn Goods	0	0	0	0	0	0.0%
Fraud	0	0	0	0	0	0.0%
Arson	0	0	0	0	0	0.0%
Mischief - Damage To Property	1	1	0	0	0	0.0%
Mischief - Other	1	1	0	1	1	100.0%
<b>TOTAL PROPERTY</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>50.0%</b>
Offensive Weapons	0	0	0	0	0	0.0%
Disturbing the Peace	0	0	0	0	0	0.0%
Fail to Comply & Breaches	0	0	0	0	0	0.0%
<b>OTHER CRIMINAL CODE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>TOTAL OTHER CRIMINAL CODE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>TOTAL CRIMINAL CODE</b>	<b>4</b>	<b>4</b>	<b>0</b>	<b>2</b>	<b>2</b>	<b>50.0%</b>
Drug Enforcement - Production	0	0	0	0	0	0.0%
Drug Enforcement - Possession	0	0	0	0	0	0.0%
Drug Enforcement - Trafficking	0	0	0	0	0	0.0%
Drug Enforcement - Other	0	0	0	0	0	0.0%
<b>Total Drugs</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
Cannabis Enforcement	0	0	0	0	0	0.0%
Federal - General	0	0	0	0	0	0.0%
<b>TOTAL FEDERAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
Liquor Act	1	1	1	0	1	100.0%
Cannabis Act	0	0	0	0	0	0.0%
Mental Health Act	1	1	0	0	0	0.0%
Other Provincial Stats	5	5	2	1	3	60.0%
<b>Total Provincial Stats</b>	<b>7</b>	<b>7</b>	<b>3</b>	<b>1</b>	<b>4</b>	<b>57.1%</b>
Municipal By-laws Traffic	0	0	0	0	0	0.0%
Municipal By-laws	0	0	0	0	0	0.0%
<b>Total Municipal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
Fatals	0	0	0	0	0	0.0%
Injury MVAS	0	0	0	0	0	0.0%
Property Damage MVAS (Reportable)	6	6	0	1	1	16.7%
Property Damage MVAS (Non Reportable)	1	1	0	0	0	0.0%
<b>TOTAL MVAS</b>	<b>7</b>	<b>7</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>14.3%</b>
Roadside Suspension - Alcohol (Prov)	0	0	0	0	0	0.0%
Roadside Suspension - Drugs (Prov)	0	0	0	0	0	0.0%
<b>Total Provincial Traffic</b>	<b>20</b>	<b>20</b>	<b>11</b>	<b>8</b>	<b>19</b>	<b>95.0%</b>
<b>Other Traffic</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>Criminal Code Traffic</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>100.0%</b>
<b>Common Police Activities</b>						
False Alarms	4	Suspicious Person/Vehicle		0		
False/Abandoned 911 Call and 911 Act	1	VSU Accepted		0		
Persons Reported Missing	0	VSU Declined		0		
Request to Locate	0	VSU Offered - Not Available		0		
Abandoned Vehicles	0	VSU Proactive Referral		0		

# Hamlet of La Crete - Fort Vermilion Detachment

## Crime Data - June 2021

Property Crime	Break & Enter	0	Federal / Provincial Statutes	Liquor Act	1
	Theft of Motor Vehicle	0		Cannabis Act & Enforcement	0
	Theft Over \$5,000	0		Mental Health Act	1
	Theft Under \$5,000	0		Coroner's Act - Sudden Death	0
	Possn Stn Goods	0		Child Welfare Act	0
	Fraud	0		Other Provincial Statute	5
	Arson	0		Other Federal Statute	0
	Mischief To Property	2		<b>Total</b>	<b>7</b>
<b>Total</b>	<b>2</b>				
Persons Crime	Assault	1	Common Police Activities	False Alarms	4
	Robbery/Extortion/Harassment/Threats	1		False/Abandoned 911 Call	1
	Sexual Offences	0		Abandoned Vehicles	0
	Kidnapping/Hostage/Abduction	0		Persons Reported Missing	0
	Homicides & Offences Related to Death	0		Request to Locate	0
				Suspicious Person/Vehicle/Property	0
<b>Total</b>	<b>2</b>	<b>Total</b>	<b>5</b>		
Traffic	Motor Vehicle Collisions	7			
	Impaired Related Offences	1			
	Provincial Traffic Offences	20			
	Other Traffic Related Offences	0			
	<b>Total</b>	<b>28</b>			
Drug Offences	Drug Enforcement - Production	0			
	Drug Enforcement - Possession	0			
	Drug Enforcement - Trafficking	0			
	Drug Enforcement - Other	0			
	<b>Total</b>	<b>0</b>			
Other Criminal Code Offence	Breach of Peace	0			
	Disturbing the Peace	0			
	Fail to Comply & Breaches	0			
	Offensive Weapons	0			
	Other Offence	0			
<b>Total</b>	<b>0</b>				





## Hamlet of Fort Vermilion - Fort Vermilion Detachment

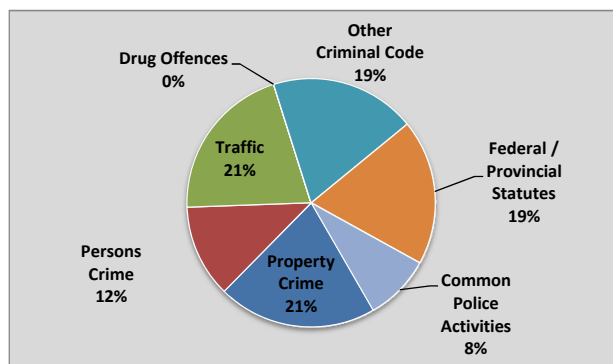
### Crime Data - June 2021

CATEGORY	Reported	Actual	ClrChg	ClrOth	Total Clr	% Clr
Homicides & Offences Related to Death	0	0	0	0	0	0.0%
Robbery	0	0	0	0	0	0.0%
Sexual Assaults	1	1	0	0	0	0.0%
Other Sexual Offences	0	0	0	0	0	0.0%
Assault	7	5	1	1	2	40.0%
Kidnapping/Hostage/Abduction	0	0	0	0	0	0.0%
Extortion	0	0	0	0	0	0.0%
Criminal Harassment	1	1	0	0	0	0.0%
Uttering Threats	1	0	0	0	0	0.0%
<b>TOTAL PERSONS</b>	<b>10</b>	<b>7</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>28.6%</b>
Break & Enter	2	2	0	0	0	0.0%
Theft of Motor Vehicle	1	1	0	0	0	0.0%
Theft Over \$5,000	0	0	0	0	0	0.0%
Theft Under \$5,000	1	1	0	1	1	100.0%
Possn Stn Goods	1	1	0	0	0	0.0%
Fraud	0	0	0	1	1	0.0%
Arson	0	0	0	0	0	0.0%
Mischief - Damage To Property	4	3	0	3	3	100.0%
Mischief - Other	4	4	0	3	3	75.0%
<b>TOTAL PROPERTY</b>	<b>13</b>	<b>12</b>	<b>0</b>	<b>8</b>	<b>8</b>	<b>66.7%</b>
Offensive Weapons	0	0	0	0	0	0.0%
Disturbing the Peace	3	3	1	2	3	100.0%
Fail to Comply & Breaches	7	7	6	1	7	100.0%
<b>OTHER CRIMINAL CODE</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>TOTAL OTHER CRIMINAL CODE</b>	<b>11</b>	<b>10</b>	<b>7</b>	<b>3</b>	<b>10</b>	<b>100.0%</b>
<b>TOTAL CRIMINAL CODE</b>	<b>34</b>	<b>29</b>	<b>8</b>	<b>12</b>	<b>20</b>	<b>69.0%</b>
Drug Enforcement - Production	0	0	0	0	0	0.0%
Drug Enforcement - Possession	0	0	0	0	0	0.0%
Drug Enforcement - Trafficking	0	0	0	0	0	0.0%
Drug Enforcement - Other	0	0	0	0	0	0.0%
<b>Total Drugs</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
Cannabis Enforcement	0	0	0	0	0	0.0%
Federal - General	1	1	1	0	1	100.0%
<b>TOTAL FEDERAL</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>100.0%</b>
Liquor Act	3	3	2	1	3	100.0%
Cannabis Act	0	0	0	0	0	0.0%
Mental Health Act	3	3	0	0	0	0.0%
Other Provincial Stats	4	4	1	2	3	75.0%
<b>Total Provincial Stats</b>	<b>10</b>	<b>10</b>	<b>3</b>	<b>3</b>	<b>6</b>	<b>60.0%</b>
Municipal By-laws Traffic	0	0	0	0	0	0.0%
Municipal By-laws	0	0	0	0	0	0.0%
<b>Total Municipal</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
Fatals	0	0	0	0	0	0.0%
Injury MVAS	0	0	0	0	0	0.0%
Property Damage MVAS (Reportable)	1	1	1	0	1	100.0%
Property Damage MVAS (Non Reportable)	0	0	0	0	0	0.0%
<b>TOTAL MVAS</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>100.0%</b>
Roadside Suspension - Alcohol (Prov)	0	0	0	0	0	0.0%
Roadside Suspension - Drugs (Prov)	0	0	0	0	0	0.0%
<b>Total Provincial Traffic</b>	<b>10</b>	<b>10</b>	<b>5</b>	<b>1</b>	<b>6</b>	<b>60.0%</b>
<b>Other Traffic</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>Criminal Code Traffic</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>Common Police Activities</b>						
False Alarms	0	Suspicious Person/Vehicle		4		
False/Abandoned 911 Call and 911 Act	1	VSU Accepted		0		
Persons Reported Missing	0	VSU Declined		0		
Request to Locate	0	VSU Offered - Not Available		0		
Abandoned Vehicles	0	VSU Proactive Referral		0		

## Hamlet of Fort Vermilion - Fort Vermilion Detachment

### Crime Data - June 2021

Property Crime	Break & Enter	2	Federal / Provincial Statutes	Liquor Act	3
	Theft of Motor Vehicle	1		Cannabis Act & Enforcement	0
	Theft Over \$5,000	0		Mental Health Act	3
	Theft Under \$5,000	1		Coroner's Act - Sudden Death	0
	Possn Stn Goods	1		Child Welfare Act	0
	Fraud	0		Other Provincial Statute	4
	Arson	0		Other Federal Statute	1
	Mischief To Property	7		<b>Total</b>	<b>11</b>
<b>Total</b>	<b>12</b>				
Persons Crime	Assault	5	Common Police Activities	False Alarms	0
	Robbery/Extortion/Harassment/Threats	1		False/Abandoned 911 Call	1
	Sexual Offences	1		Abandoned Vehicles	0
	Kidnapping/Hostage/Abduction	0		Persons Reported Missing	0
	Homicides & Offences Related to Death	0		Request to Locate	0
				Suspicious Person/Vehicle/Property	4
<b>Total</b>	<b>7</b>	<b>Total</b>	<b>5</b>		
Traffic	Motor Vehicle Collisions	1			
	Impaired Related Offences	1			
	Provincial Traffic Offences	10			
	Other Traffic Related Offences	0			
	<b>Total</b>	<b>12</b>			
Drug Offences	Drug Enforcement - Production	0			
	Drug Enforcement - Possession	0			
	Drug Enforcement - Trafficking	0			
	Drug Enforcement - Other	0			
	<b>Total</b>	<b>0</b>			
Other Criminal Code Offence	Breach of Peace	1			
	Disturbing the Peace	3			
	Fail to Comply & Breaches	7			
	Offensive Weapons	0			
	Other Offence	0			
<b>Total</b>	<b>11</b>				





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>August 18, 2021</b>
<b>Presented By:</b>	<b>Byron Peters, Director of Projects &amp; Infrastructure Deputy Chief Administrative Officer</b>
<b>Title:</b>	<b>CAO &amp; Director Reports for June, 2021</b>

**BACKGROUND / PROPOSAL:**

The CAO and Director reports for July 2021 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. Sarapuk **Reviewed by:** \_\_\_\_\_ **CAO:** \_\_\_\_\_

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the CAO & Director reports for July 2021 be received for information.

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

# MONTHLY REPORT OF THE CHIEF ADMINISTRATIVE OFFICER

Len Racher, CAO

## Daily Activities Log for

Date	Comments
July 6/21	Interview LA
July 8/21	Community Services Meeting
July 13/21	COW
July 14/21	Council
July 15/21	WTP inspection
July 19/21	Meeting with ratepayer
July 20/21	Interview My office, Off site levy meeting in La Crete 5pm
July 22/21	Meetings all day
July 28/21	Meetings with Ministers all day
July 29/21	Bridge meeting with Jeff and Clem MPA engineer
July 30/21	Attend Peter Krahn's retirement lunch LA

Respectfully,

Len [Racher](#)  
Chief Administrative Officer

## MONTHLY REPORT TO THE CAO

For the Month Ending July, 2021

**From:** Jennifer Batt  
Director of Finance

### Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
2021 Operating & Capital	Ongoing	Review Operating Budget to Actual. Review Capital Budget to Actual. Developing 2021 Budget book. Distribute reports to CAO & Directors for reporting. 5 year capital plan requirements brought to Committee of the Whole meeting for discussion. 2021 Tax collection and review.
MSI Reporting	Ongoing	2020 SFE submitted, awaiting for approval
GAS Tax	Ongoing	Completed approval on 2019, 2020 projects submitted. Completed approval of 2019 & 2020 SFE submissions. SFE reviewed, amended and approved 2012-2020 - completed
Disaster Recovery Program  <i>2018 Peace River Ice Jam</i>  <i>2019 Chuckegg Wildfire</i>          <i>2020 Peace River Ice Jam / Overland Flood</i>	Ongoing	Review ongoing projects.  2 Projects submitted under review.  Administration is still gathering requested information on road project.  Work w various GOA agencies on the flood recovery plan and funding streams available.  Meet with community support agencies to discuss assistance available to residence post

<p><i>2021 Overland Flood</i></p> <p>2021 Sever Storm Overland Flooding</p>		<p>flood. Attend one on one meetings.</p> <p>Continue final review of completed projects for submission to DRP.</p> <p>Work with Project manager, site supervisor on sites development, and quote packages required.</p> <p>DRP Submission completed, and filed with back up.</p> <p>Submission of Part 2 application, as all areas have now been identified.</p> <p>Submit application for Chateh road flooding. Continue collecting data on road damage, including videos, pictures as Hydrology report does not show this as an extraordinary event. Administration has identified as a significant Financial / Infrastructural disaster to the County</p>
<p>Tax Collection – Lawyer</p>	<p>Ongoing</p>	<p>Tax collection files currently 1 – Agreement signed</p>
<p>Annual Report</p>	<p>Ongoing</p>	<p>Compile past years information for Annual report, including major events of 2019 &amp; 2020 Disasters.</p>
<p>Attend Various meeting</p>		<p>Regular Council meetings July 14</p> <p>Committee of the Whole July 13</p> <p>Petition meetings July 22</p> <p>DRP One on one Meetings – July 7, 15, 20, 21, 22, 30</p> <p>Samaritans Purse July 5</p> <p>Historic Places Research and Designation Culture, Multiculturalism and Status of Women Historic Resources Management Branch July 7 to discuss the Old Bay House</p>

## Monthly Report to the CAO

For the month of July, 2021

From: Jeff SIMPSON, B. Comm, GDM

Director of Operations

### Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Administration	Ongoing	Capital Projects (Current and Carry Forward) continue to proceed.
Airport Maintenance	Ongoing	Crack filling completed, as per tender.
Flood Mitigation Project	Ongoing	One on One Meetings continuing. Attended briefing for Minister of Municipal Affairs including site tour.
Gravel Program (2021)	Ongoing	Re-gravelling program completed for County.
Road Maintenance	Ongoing	Spot gravelling program continues as required.  Line painting program completed.  DRP Projects relating to 2020 Flood tendered and awarded.  Dust control (Oil) program commenced with utilization of new milling equipment; to continue into August.
Spring Preparations / Overland Flooding	Ongoing	DRP claim being prepared relating to spring overland flooding issues.  RFP's sent out relating to Culvert and Ditch Upgrade program (to be opened in August).



**Meetings Attended:**

<b>Date</b>	<b>Description</b>
July 5/21	Flood Mitigation Interview with Local Media
July 6/21	Staffing Interview
July 6/21	Ward Tour – Councilor Braun
July 7/21	Ward Tour - Councilor A. Peters
July 7/21	Old Bay House Meeting
July 7/21	Flood Mitigation Meetings – One on Ones
July 8/21	Ward Tour – Councilor Sarapuk
July 13/21	COW Council Meeting
July 14/21	Staffing Interview
July 14/21	Council Meeting
July 15/21	Ward Tour – Councilor Wardley
July 15/21	Flood Mitigation Meetings – One on Ones
July 16/21	Health & Safety Committee Meeting
July 20/21	Ward Tour – Reeve Knelsen
July 20/21	Flood Mitigation Meetings – One on Ones
July 21/21	Flood Mitigation Meetings – One on Ones
July 28/21	Flood Mitigation Meetings – One on Ones
July 29/21	Meeting with MPE Engineering – Bridge Files

**Submitted by:**

**Jeff SIMPSON, B. Comm, GDM  
Director of Operations**

## REPORT TO CAO

June, 2021

From: Grant Smith, Agricultural Fieldman

### Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Roadside Spraying	2021	Roadside Spraying contract was signed with Outback Ventures on June 2 <sup>nd</sup> . Commencement date is June 10 <sup>th</sup> . All roads south of 106-0 (Airport Road) will be sprayed in 2021. This includes Buffalo Head, Blue Hills and Tompkins areas.
Weed Inspection	2021	One Seasonal Weed Inspector has been hired. Commencement date is May 3 <sup>rd</sup> . Duties include Field Inspections, Roadside Grass Seeding, Beaver Dam removal, Clubroot Inspections, Shelter belt tree distribution, Water Pump rentals, etc.
Ag Land Development Proposals	2021	A land lease agreement was signed with Tom Braun of High Level on June 8 <sup>th</sup> . Length of lease is 15 years. Expiry date is 2035.
Emergency Livestock Response Plan	2021	The Draft has been completed, and will be forwarded to AEMA for ratification.
Seed Cleaning Plant Inspections	2021	Seed Cleaning Plants were inspected on January 7 <sup>th</sup> . Frontier Seed Plant: 93% Sunrise Mobile Plant: 92% Both plants are maintained well and run efficiently. The High Level Plant was not inspected due to renovations.
Shelterbelt Program	June, 2021	Trees were picked up in Fairview on June 4 <sup>th</sup> . Approximately 2500 seedlings were received and distributed to County Ratepayers.
VSI Program	2021	Mackenzie County is still participating in the program. Council agreed to continue at the current 50% rate.
Water Pumping Program	2021	The water pumping program commenced on April 1 <sup>st</sup> . To date there are two rentals.

Roadside Mowing	2021	Commencement date is July 11 <sup>th</sup> . Administration will be meeting with Contractors prior to commencement date to update on requirements, culvert damage, etc. All County roads are mowed. All roads south of the Peace River will receive a single pass cut, all roads north of the Peace River will receive a full width cut in 2021.
Spring Ditch Maintenance	March, 2021	Major problem areas in County Flood Control channels and road ditches will be opened to prepare for runoff to avoid flooding and avoid erosion damage to infrastructure. Areas to be monitored are Buffalo Head, Blue Hills, La Crete East, High Level. Local contractors will be utilized.

**Capital Projects**

Projects	Timeline	Comments

**Personnel Update:**

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**Other Comments:**

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## Monthly Report to the CAO

For the month of July, 2021

From: Caitlin Smith,  
 Manager of Planning and Development

### Strategic Priorities for Planning & Development

Program/Activity/Project	Timeline	Comments
Land Use Framework	TBA	Joint project report; see Byron's report for project update
Municipal Development Plan, Land Use Bylaw, and Fort Vermilion Area Redevelopment Plan	Q3 2021	Administration meets with the consultant bi-weekly. O2 is actively updating the Land Use Bylaw and Municipal Development Plan. Open Houses are scheduled for September, the draft LUB will be made available to the public after Council comment.  The Fort Vermilion Area Redevelopment Plan public meeting dates should occur once one on one meetings are complete.

### Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Airport Planning	Q3 2021	WSP has been engaged to update the AVPA for LC and FV airports, and to revise the airport development plans. Comments had been sent to WSP for final revision of the AVPA, plan to bring the final version forward at a Council meeting when completed.  FV airport development plan needs to be revised to account for the flooding. LC airport development plan will need to be revised again as the plan is outdated and doesn't reflect the proposed changes from Council.
La Crete Area Structure Plan Revision	Q2 2021	Administration will re-evaluate at budget time as an approved development will be changing the transportation plan.
100A Street Land Acquirement (Future Main	Q3 2021	Administration held a second stakeholder meeting on July 8, 2021 to

Street Widening in La Crete)		discuss Council's new direction and we were met with more opposition.
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**Personnel Update:**

All positions within the department are filled. A department member has been on leave for the past 6 weeks due to illness, staff have taken on additional duties to fill gaps in the department and to keep up with the demand.

**Other Comments:**

Development has not slowed at all, we are expecting a record amount of development permits and subdivisions by year end.

We are currently at 216 development permits with 63 approved new residential builds, and 52 subdivisions.

The department is supporting the La Crete offsite levy project in conjunction with the Projects and Infrastructure department.

I have been taking the online training as the substitute returning officer and supporting Legislative Services with elections planning.

I am also supporting the Mitigation team with land acquirement, and legal review.





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>August 18, 2021</b>
<b>Presented By:</b>	<b>Don Roberts, Director of Community Services</b>
<b>Title:</b>	<b>Hamlet Clean-up – Fall Proposals</b>

**BACKGROUND / PROPOSAL:**

Council made a motion on April 28th that the Hamlet Spring Garbage pickup be forwarded to the Community Services Committee to discuss possible partnerships with non-profits organizations.

On May 6th Community Services made the following motion:  
 The Community Services Committee recommends to Council that a call out to non-profit organizations for proposals of a “Fall Community Clean-up” and that a budget of \$10,000 be set, County wide, with funding coming from Operations.

Motion 21-05-391

That administration reach out to non-profit organizations for proposals to proceed with a “Fall Community Clean-up” and bring back findings to Council.

To date Administration has received one offer from the Zama City Fire Department. This proposal will be made available at the meeting.

**OPTIONS & BENEFITS:**

Option 1

To have transfer stations in all locations, including the High Level Landfill, have a time period where all waste would be free to discard. (1 Week) This could be offered in the Fall and in the Spring and would give equal opportunity to both rural and urban residents to dispose of their waste for **free** in the Spring and/or Fall Yard Cleanup. This Would Not include the traditional pick-up service.

Option 2

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

Accept the Zama Fire Department offer and have Public works Departments continue with a one-time pickup service in Fort Vermilion and La Crete.

Option 3

Cancel the program

**COSTS & SOURCE OF FUNDING:**

\$10,000 for the entire county with funds coming from the Operational Reserve.

**SUSTAINABILITY PLAN:**

**COMMUNICATION / PUBLIC PARTICIPATION:**

Social Media  
News Paper

**POLICY REFERENCES:**

Bylaw 893-13  
Hamlet Residential Waste Collection Bylaw”.

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That a one week period in September, 2021 be offered for the disposal of all Solid Waste at no charge at all waste transfer stations and the High Level Landfill .

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



**BYLAW NO. 893-13**

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

**FOR THE PURPOSE OF REGULATING AND CONTROLLING THE HANDLING,  
COLLECTION AND DISPOSAL OF ASHES, GARBAGE, REFUSE, AND OTHER  
WASTE IN THE MUNICIPALITY OF MACKENZIE COUNTY**

**WHEREAS**, under the authority of the Municipal Government Act being Chapter M-26, RSA 2000 and any amendments thereto, a Municipal Council may pass By-laws establishing and maintaining a system for collection, removal and disposal of garbage, ashes and waste throughout the municipality;

**AND WHEREAS**, the Municipal Council of the Municipality of Mackenzie County in the Province of Alberta recognizes the importance of and encourages an animal proof waste handling system, waste reduction and recycling while also supporting the user-pay system for waste collection;

**NOW THEREFORE**, the Municipal Council of the Municipality of Mackenzie County in the Province of Alberta, duly assembled, hereby enacts as follows:

**PART 1 TITLE AND APPLICATION**

- 1.1 This By-law may be cited as the “Hamlet Residential Waste Collection Bylaw”.
- 1.2 This By-law applies to all waste produced, accumulated, stored, collected delivered or disposed of within the Municipality.

**PART 2 DEFINITIONS**

In this By-law, unless the context otherwise requires, the term:

- 2.1 **“Animal Attractant”** means foodstuff or bait of any kind excluding Birdseed, but including suet balls for purposes of feeding any and all species of animal.
- 2.2 **“Animal Proof Waste Container”** means a receptacle for disposing of Residential Waste or Commercial Waste which meets the specification for an animal proof refuse receptacle.
- 2.3 **“Approved Storage Location”** means a location within a Residential Unit, or a Multi-Residential Dwelling Unit, or a Commercial Premise, or any accessory

structure that is deemed to be animal proof by the Chief Administrative Officer or designate.

- 2.4 **“Apartment House”** means a residential building which is occupied or intended to be occupied by more than four families living independently of each other and includes, but is not limited to:
- a) Structures known as townhouses or row-houses;
  - b) Senior citizens self contained units in a complex of more than four units;
  - c) Licensed boarding houses, lodging houses and rooming houses, terraces of dwellings and any other type of residential premises where more than four families reside or dwell, and; which neither a dwelling house nor a condominium is as defined in this By-law.
- 2.5 **“Ashes”** means cold residue from burning of wood, coal and other like material.
- 2.6 **“Billing Period”** shall be the same as the monthly period for which the consumer is charged for services.
- 2.7 **“Birdseed”** means a mixture of seeds for the purpose of attracting and feeding birds.
- 2.8 **“Biological Waste”** means waste that is created in a hospital, necropsy facility or biological research laboratory and contains or may contain pathogenic agents that may cause disease in persons exposed to the waste.
- 2.9 **“Building Waste”** means all refuse produced in the process of constructing, demolishing, altering or repairing a building and shall include, but not be limited to: earth, vegetation and rock displaced during the process of building.
- 2.10 **“By-Law Enforcement Officer”** means person appointed by the Municipal Council to enforce offenses of this By-law.
- 2.11 **“Collection”** includes acquisition of refuse by the Municipality, or where the context implies by a private hauler, by picking up, collecting or gathering together, and includes the removal and transportation of the same to a disposal site and “collect” shall have comparable meaning.
- 2.12 **“Collector”** means a person who collects refuse within the Municipality as an agent, contractor or employee of the Municipality.
- 2.13 **“Collection Area”** means the location within the corporate limits of the Municipality of Mackenzie County.

- 2.14 **“Commercial Premises”** means a building, structure or premises used for the conduct of some profession, business, manufacturing process or other undertaking, and which includes: any institutional, industrial, commercial, restaurant and retail premises, a Residential Dwelling Unit or units if attached and includes areas designated as a Mobile Home Park in accordance with the Land Use By-law.
- 2.15 **“Commercial Unit”** means one self-contained working space having any or all of the following amenities: a separate entrance, office space, bay/work area, receiving and shipping area, washroom, kitchen and common area in a Commercial Premise or complex.
- 2.16 **“Condominium”** means a residential property divided into individually owned units as described in the Condominium Property Act, Revised Statutes of Alberta, 2000, and amendments thereto, and for the purpose of this By-law only each unit shall be deemed to be a dwelling house.
- 2.17 **“Dangerous Goods”** mean dangerous goods as defined in the Transportation of Dangerous Goods Act and Regulations.
- 2.18 **“Dwelling House”** means any premises which:
- a) are actually used as a residence;
  - b) consist of four (4) or less self-contained units;
  - c) collectively produce less than 0.75 cubic meters of refuse per week;
  - d) has one storage location for all refuse disposed of from the premises, and;
  - e) is constructed to permit refuse collection to be made directly from a street.
- 2.19 **“Executive Officer of the Local Board of Health”** is a member designated by Alberta Health Services for the purpose of carrying out the Public Health Act and Regulations and may include a Health Inspector.
- 2.20 **“Fire Chief”** means the authorized and appointed Fire Chief or Fire Chiefs of the Municipality of Mackenzie County.

- 2.21 **“Garbage”** means refuse composed of animal or vegetable matter. It is refuse produced as a by-product of the preparation, consumption, or storage of food.
- 2.22 **“Industrial Properties”** means places that carry on one or more of the following activities; the manufacturing, processing, assembling, cleaning, repairing, servicing, testing, storage, warehousing, distribution or trans shipment of materials, goods, products and/or equipment.
- 2.23 **“Litter”** means:
- a) Rubbish, waste materials, paper, packages, containers, bottles, cans or parts thereof; or
  - b) Any article, product, machinery, motor vehicle or other manufactured goods which is dumped, discarded, abandoned or otherwise disposed of.
- 2.24 **“Municipality”** means the corporation of Mackenzie County or the area contained within the boundaries thereof, as the context requires.
- 2.25 **“Municipal Tags”** means tags purchased from the municipality at rates set out in the Fee Schedule by-law and used for obtaining additional waste pickup service. The single use tag would be attached to the refuse container to be emptied by the municipality or its collector.
- 2.26 **“Occupant”** means any Person occupying a Residential Unit, Multi-Residential Dwelling Unit or Commercial Unit whether they are in fact the Owner, renter, tenant or lessee of the dwelling unit.
- 2.27 **“Owner”** has the same meaning as in the Municipal Government Act”.
- 2.28 **“Peace Officer”** means a member of the Royal Canadian Mounted Police, a By-Law Enforcement Officer or Special Constable appointed pursuant to the provisions of the Police Act, Chapter P-17 of the Revised Statutes of Alberta, 2000 and amendments or successor legislation thereto.
- 2.29 **“Premises”** means land, including any buildings erected thereon including residential houses and properties, apartment houses, and dwelling houses.
- 2.30 **“Private Hauler”** means any person who transports or causes to be transported any refuse within the Municipality other than those persons employed or contracted by the Municipality.

- 2.31 **“Recycling Depot”** means a waste sorting station approved under the Public Health Act where designated waste is compacted, shredded, ground, processed or sorted.
- 2.32 **“Recyclable Material”** means materials that are acceptable for recycling in this Municipality as set out in Schedule “C” hereto.
- 2.33 **“Refuse”** means any discarded or abandoned organic or inorganic material and without restricting the generality of the foregoing, includes garbage, ashes and all forms of grass, tree and hedge cuttings and clippings, broken household dishes and utensils, empty or partly empty tins, boxes, cartons, bottles and containers, discarded paper and fabric and other materials.
- 2.34 **“Refuse Receptacle”** means a container designed for containing refuse awaiting collection and disposal and is deemed animal proof that is approved by the Municipality.
- 2.35 **“Residential Property”** means land with improvements designated, intended or used for residential occupancy including condominiums, but excluding apartment houses.
- 2.36 **“Street”** means public thoroughfares within the Municipality and includes sidewalks and borders of the street and all portions thereof appearing in any registered plan pursuant to the Land Titles Act, or any private roadway on any bare-land condominium site.
- 2.37 **“Waste or Waste Material”** means ashes, garbage, refuse or trade refuse as herein defined and includes any other matter or material suitable for disposal by the Municipality waste disposal system.
- 2.38 **“Wet Garbage”** means the kitchen garbage containing liquids originating from hotels, boarding houses and restaurants but excludes drained kitchen garbage which has been properly packaged.
- 2.39 **“White Metals”** means any household appliance such as stove, dishwasher, refrigerator, and deep freezes.
- 2.40 **“Yard Waste”** means refuse that is organic matter formed as a result of gardening or horticultural pursuits and includes grass, leaves, tree and hedge clippings and cuttings.

### **PART 3 INTERPRETATIONS**

- 3.1 Schedules “A”, attached hereto, form part of this Bylaw.

- 3.2 The captions and headings in this Bylaw are for convenience of reference use only, and shall not affect the interpretation of any provision of this Bylaw.
- 3.3 Nothing in this Bylaw shall operate to relieve any person from complying with any Federal, Provincial or other Municipal Law, Order, regulation or Bylaw and such person shall comply with all conditions or obtain any necessary consents at his/her own expense.
- 3.4 Except as provided herein to the contrary no person shall:
- a) Store or deposit any refuse on any premises owned or occupied by the Municipality or on any street; or
  - b) Store or place any refuse receptacle or commercial container on any street.
- 3.5 Section 3.4 shall not apply:
- a) In respect of any refuse stored or deposited at any disposal site designated pursuant to this Bylaw;
  - b) In respect of any refuse receptacle placed or stored on a street for use by the public by or with the consent in writing of the Chief Administrative Officer or designate; or
  - c) To a person who is actively engaged in loading or unloading any refuse receptacle or commercial container.
- 3.6 Any person who deposits any refuse on a street shall forthwith remove such refuse from the street at his/her own expense.

#### **PART 4 AUTHORITY**

- 4.1 The Municipality shall;
- a) Supervise the collection, removal and disposal of refuse, and;
  - b) Direct the days and times that collections shall be made from different portions of the municipality, and;
  - c) Decide as to the quantities and classes of refuse to be removed from any premises or as accepted by the Municipality for disposal.
  - d) Decide as to what applicable units in Schedule "A" will receive residential garbage collection services
- 4.2 Subject to the provisions of this Bylaw, the decision of the Municipality as to:
- a) The amount of refuse which has been removed from any premises, and;

- b) The amount and types of refuse which the Municipality is obliged to remove from any premises or class of premises shall be final and conclusive subject only to the superior statutory authority of another entity.

## **PART 5 MUNICIPAL COLLECTION AND REMOVAL OF REFUSE**

5.1 Subject to the provisions of the Bylaw the Municipality:

- a) Shall cause refuse to be collected from each dwelling house each week in accordance with the rates and fees specified in the "Fee Schedule By-law ", and
- b) May cause refuse to be collected from premises other than a dwelling house each week in accordance with the rates and fees specified in the "Fee Schedule By-law ".

5.2 Unless special arrangements are authorized by the Municipal Council, the Municipality shall not remove from premises on which a dwelling house is located;

- a) Discarded furniture, discarded automobile parts including tires, and other private vehicles, white metals, and household equipment;
- b) Tree trunks, tree limbs, whole shrubs or bushes or portion of hedges;
- c) Fences, gates and other permanent and semi-permanent fixtures on the premises;
- d) Without limiting the foregoing, any discarded household chattel, material or equipment which has an overall weight of more than 34 kilograms or an overall length of more than 1.25 metres.

5.3 Unless other arrangements are authorized by the Municipal Council, except as otherwise provided in this Bylaw, the Municipality shall not remove from any premises;

- a) Building materials and building waste
- b) Dead animals
- c) Sod
- d) Liquid waste
- e) By-products of manufacturing
- f) Dangerous goods
- g) White metals

5.4 The Municipality shall ensure that the equipment used for waste collection and the manner in which waste is collected and disposed of by the Municipality shall comply with the regulations of the Health Authority.

- 5.5 The Municipality may enter into a contract or contracts with any person or organization for the collection of the whole or a portion of the refuse accumulated within the Municipal limits.

## **PART 6 CLEAN – UP CAMPAIGN**

- 6.1 The Municipal Council of the Municipality may authorize a clean-up campaign in the spring and/or fall of each year at which time all refuse will be picked up to a maximum of one half ton truck load. Additional loads, car bodies will not be accepted as part of these clean-up campaigns.

## **PART 7 REFUSE RECEPTACLES, WEIGHT OF, LOCATION AND REFUSE ENCLOSURES**

- 7.1 Refuse receptacles required shall be acquired by the Occupants from private industry as per the specifications set by the Municipality.  
Specifications:  
64 G/ 240 L IPL “Classic” cart  
Charcoal European grip  
Model # 60213363A5  
Or a similar model as approved by the Municipality.
- 7.2 Except as otherwise provided no person shall place refuse from a building or premises elsewhere than in the refuse receptacles.
- 7.3 Occupants of the premises shall ensure refuse is stored in an approved storage location at all times other than when the waste is being transferred to a Refuse Receptacle.
- 7.4 Where the owner or occupant of the premises places refuse in a receptacle other than one which meets the specifications set out in this By-law, the collectors will not remove that refuse.
- 7.5 The collector at his/her discretion shall have the right to refuse to remove materials where the container does not meet the necessary requirements or is in a dilapidated, unsafe, or unsanitary condition.
- 7.6 A collector shall not be required to remove any refuse receptacle which, together with its contents, exceeds thirty-four (34) kilograms or seventy five (75) pounds.



- 7.7 Except as otherwise provided herein, no person shall place or keep refuse receptacles upon any travelling surface of any street or sidewalk. The refuse receptacle shall be placed at the curb level on the date of the waste pick up.
- 7.8 The occupant of premises from which refuse is to be collected
- a) Shall place or locate the refuse receptacle for collection in such a manner that they will not overturn or be likely to be overturned;
  - b) Shall be allowed service for one refuse receptacle a week with an option to have additional receptacles if municipal tags are attached to them.

## **PART 8 PREPARATION OF WASTE FOR COLLECTION**

- 8.1 An owner or occupant of premises from which refuse is to be collected shall:
- a) Thoroughly drain all household garbage and place it in either plastic garbage bags or securely tie the parcel before disposing of it in the refuse receptacle;
  - b) Place all quenched ashes, sawdust and other powdery or fine material in either securely tied plastic bags or parcels before disposing of it in the refuse receptacle.
- 8.2 No occupant shall:
- a) Mix combustible and non-combustible matter in the refuse receptacles or containers, or
  - b) Place any explosives, dangerous goods or highly flammable materials in any receptacle for collection, or
  - c) Place for collection, ashes which are not properly quenched.

## **PART 9 DUTIES OF COLLECTORS**

- 9.1 Collectors shall:
- a) Be as careful as is reasonably possible not to damage or misuse any refuse receptacle;
  - b) Replace emptied receptacles and the lids in approximately the same location where it was picked up;
  - c) Not leave refuse on the ground which has spilled from the refuse receptacle or the collection vehicle; and
  - d) No person employed in the collection of waste materials shall pick, or sort any ashes, garbage, refuse or discarded material from the collection vehicle or the owner's or occupant's premises

**PART 10 CONSTRUCTION REFUSE, COVERING OF REFUSE AND  
PLACEMENT ON STREETS**

- 10.1 Any person(s) carrying out the construction, demolition or alteration of buildings or other building operations on any property shall do so in a manner as to not permit building materials or building refuse to remain loose, free or uncontrolled on the property.
- 10.2 The owner of the building site shall be responsible for the actions of any contractor, subcontractor or tradesman who fail to comply with subsection 10.1.
- 10.3 Any building material or building refuse material which blows free from the building site shall be re-captured, returned to the building site and deposited in a refuse receptacle.
- 10.4 The owner of a building site shall be responsible for the term of construction in providing a suitable refuse receptacle capable of receiving all building refuse material and maintaining the same in a safe condition.
- 10.5 The Chief Administrative Officer or designate may direct the person carrying out construction or alteration of a building to provide a fence of a type that will trap any building material in such a manner as to prevent it from escaping from the building site.
- 10.6 No person shall convey through any street in the Municipality any refuse of whatever nature except in the properly covered metal receptacle or in a vehicle which is covered with canvas or tarpaulin, or other covering as approved by the Municipality, so constructed and arranged as to prevent the contents thereof or any portion thereof from being wind borne or falling on the streets, to protect the content from flies and to minimize as much as practicable the escape of any offensive odours. It shall not be necessary that a vehicle carrying solely soil, sand, gravel or concrete be covered with a canvas or a tarpaulin other than required by other legislation or regulation.
- 10.7 Except for sand, cinder or other similar materials in reasonable quantities placed on any slippery streets or sidewalks, no person shall place refuse of any type or direct or allow it to be placed upon any portion of a street.

**PART 11 CHARGES FOR COLLECTION AND DISPOSAL, NO OPTION FOR USE  
AND EXEMPTIONS**

- 11.1 The occupant of any premises in Mackenzie County within the identified area in Schedule A may be designated by the Chief Administrative Officer or designate

for the provision of garbage collection services, shall pay to the Municipality a monthly charge as set out in the "Fee Schedule By-law".

- 11.2 Accounts for refuse collection service shall be forwarded monthly to the occupier of the premises and shall be payable to the Municipality. The payment of any charges provided by this By-law may be enforced by action in any court of competent jurisdiction.
- 11.3 The rates or charges levied pursuant to this By-law shall be applied to each applicable unit within the designated garbage collection area in Schedule "A." The Chief Administrative Officer or designate will maintain a list of owners/occupants that have levied rates or charges.
- 11.4 Non-receipt of a utility bill will not exempt the owner or occupant from payment for the service received.

## **PART 12 NOTICES AND PENALTIES**

- 12.1 In any case where the Municipality is required to give notice to owner or occupant pursuant to this By-law, notice shall be effected by service either;
  - a) By causing a written copy of the notice to be delivered to and left in a conspicuous place at or about the effected property, or
  - b) By causing a written notice to be mailed by mail or delivered to the last known address of the owner.
- 12.2 Where a Peace Officer or By-law Enforcement Officer who has reasonable grounds to believe that an owner or occupant has contravened any provision of this By-law, the Peace Officer or By-law Enforcement Officer may serve upon such person, a summons as outlined in this By-law.
- 12.3 An owner or occupant who contravened any provision of this By-law by:
  - a) Doing something that is prohibited in this By-law;
  - b) Failing to do something that is required in this By-law; or
  - c) Doing something in a manner different from that which is required or permitted in this By-law.

is guilty of an offense and liable upon summary conviction to a fine of not less than One Hundred Dollars (\$100.00) or not more than Two Thousand Five Hundred Dollars (\$2,500.00) or as otherwise stated in the "Fee Schedule By-law" whichever is less.

- 12.4 Any owner or occupant served with a summons pursuant to Section 12.3 of this By-law may, where a specified penalty is indicated on the summons, avoid prosecution by remitting payment of the specified penalty as noted on the summons on or before the appearance date noted on the summons. The specified penalty shall be the amount the Municipality will accept in lieu of prosecution.
- 12.5 Any owner or occupant who does not pay the specified penalty on or before the appearance date noted on the summons is liable to a fine as set out in the "Fee Schedule By-law".
- 12.6 Where a specified penalty is not noted in the summons, the person served with the summons is liable to a fine as set out in the "Fee Schedule By-law".
- 12.7 Where a contravention of this By-law is of a continuing nature, further summons, with the appropriate specified penalties, may be issued provided that no more than one summons shall be issued for each calendar day that the contravention continues.
- 12.8 Nothing in this By-law shall prevent a Peace Officer or By-law Enforcement Officer from issuing a summons for the mandatory court appearance of any person who contravenes any provision of this By-law.

### **PART 13 GENERAL**

- 13.1 A Peace Officer or By-law Enforcement Officer, witnessing a contravention of this By-law, may cause the contravention to be remedied.
- 13.2 When expenses are incurred by the Municipality for any work performed as a result of a direction of a Peace Officer or By-law Enforcement Officer under Section 13.1, the Municipality may serve a statement of expenses, together with a demand for payment to the person or persons responsible for the contravention, including all legal costs on a solicitor and their own client basis.
- 13.3 Whenever, in this By-law, it is directed that an owner or occupant of any building or premises shall do any matter of thing, then in default of its being done, either the owner or occupant, or both, or if there are several owners or occupants, any or all such owners or occupants shall be liable to prosecution; and it shall be no defense for any owner or occupant so prosecuted to allege that any other person is responsible for such default.
- 13.4 If any term, clause, or condition of this By-law or application thereof, to any thing or circumstance shall to any extent be invalid or unenforceable, the remainder of this By-law or application of such term, clause or condition to any thing or

circumstance, other than those to which it is held as invalid or unenforceable, shall not be affected thereby and each other term, clause or condition of this By-law shall be enforced to the fullest extent permitted.

13.5 This Bylaw hereby rescinds Bylaw 866-12 and shall come into full force and effect on the day of its final passing.

READ a first time this 24<sup>th</sup> day of April, 2013.

READ a second time this 24<sup>th</sup> day of April, 2013.

READ a third time and finally passed this 24<sup>th</sup> day of April, 2013.

(original signed)

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Bill Neufeld  
Reeve

(original signed)

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Joulia Whittleton  
Chief Administrative Officer


**Schedule "A"**

**Hamlet Residential Waste Collection Area**

Lake Tourangeau



Colbert's Lake

Hamlet of Lacrete  
"Schedule 1"  
Residential Garbage



**Mackenzie County**

**Legend:**

-  Residential Garbage Bylaw 886-13
-  Hamlet of Lacrete Boundary

Not To Scale







**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>August 18, 2021</b>
<b>Presented By:</b>	<b>Don Roberts, Director of Community Services</b>
<b>Title:</b>	<b>Firewood – La Crete Lagoon</b>

**BACKGROUND / PROPOSAL:**

Motion 21-06-526

That the budget be amended by \$7,500 to hire a non profit group to split and stack the fire wood at Wadlin Lake with funding coming from the General Operating Reserve.

Administration has approached a Non Profit group to split and stack the fire wood at the La Crete Lagoon. The group said they would be willing.

**OPTIONS & BENEFITS:**

Option 1

Receive for information

Option 2

Engage nonprofit group to split and pile fire wood at the La Crete Lagoon

**COSTS & SOURCE OF FUNDING:**

\$7,500 – General Operating Reserve.

**SUSTAINABILITY PLAN:**

Strategy S3.6 Develop strategies to encourage residents of First Nations, Mennonite and County communities to participate in one another’s public activities and events, and to ensure they feel genuinely welcome during such experiences (e.g., local festivals, cultural, and recreational activities).

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

**COMMUNICATION / PUBLIC PARTICIPATION:**

Communicate with Nonprofit verbally.

**POLICY REFERENCES:**

Recreational Capital Projects

Policy No.

ADM041

Purpose

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

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the budget be amended by \$7,500 to hire a nonprofit group to split and stack the fire wood at the La Crete Lagoon with funding coming from the General Operating Reserve.

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



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>August 18, 2021</b>
<b>Presented By:</b>	<b>Jennifer Batt, Director of Finance</b>
<b>Title:</b>	<b>Financial Reports – January 1 – July 31, 2021</b>

**BACKGROUND / PROPOSAL:**

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

**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, 2021)
- A report of funds invested in term deposits and other securities
  - (January – June 30, 2021)
- Project progress reports including expenditures to budget until July 31, 2021.

**COSTS & SOURCE OF FUNDING:**

N/A

**SUSTAINABILITY PLAN:**

N/A

**COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

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

**POLICY REFERENCES:**

Policy FIN010 – Financial Reports

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the financial reports for January to July 31, 2021 be received for information.

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

	<b>2021 Budget</b>	<b>2021 Actual Total</b>	<b>\$ Variance (Remaining)</b>
<b>OPERATING REVENUES</b>			
100-Municipal Taxes	\$23,702,505	\$23,681,152	(\$21,353)
101-Lodge Requisition	\$896,658	\$878,895	(\$17,763)
102-School Requisition	\$6,302,401	\$6,107,145	(\$195,256)
103-Designated Ind. Property	\$76,169	\$73,430	(\$2,739)
124-Frontage	\$99,450	\$37,385	(\$62,065)
261-Ice Bridge	\$140,000	\$120,000	(\$20,000)
420-Sales of goods and services	\$1,036,581	\$643,144	(\$393,437)
421-Sale of water - metered	\$3,457,395	\$2,069,001	(\$1,388,394)
422-Sale of water - bulk	\$915,229	\$589,257	(\$325,972)
424-Sale of land	\$10,000	\$1,575	(\$8,425)
510-Penalties on taxes	\$500,000	\$518,370	\$18,370
511-Penalties of AR and utilities	\$29,000	\$14,113	(\$14,887)
520-Licenses and permits	\$45,000	\$46,303	\$1,303
521-Offsite levy	\$20,000	\$273,349	\$253,349
522-Municipal reserve revenue	\$80,000	\$183,723	\$103,723
526-Safety code permits	\$200,000	\$196,463	(\$3,537)
525-Subdivision fees	\$60,000	\$83,610	\$23,610
530-Fines	\$5,000	\$6,029	\$1,029
531-Safety code fees	\$8,000	\$7,721	(\$279)
550-Interest revenue	\$500,000	\$43,944	(\$456,056)
560-Rental and lease revenue	\$153,702	\$74,972	(\$78,730)
597-Other revenue	\$65,000	\$24,423	(\$40,577)
598-Community aggregate levy	\$50,000		(\$50,000)
630-Sale of non-TCA equipment		\$24,971	\$24,971
840-Provincial grants	\$1,791,095	\$327,211	(\$1,463,884)
890-Gain (Loss) Penny Rounding		(\$0)	(\$0)
909-Other Sources -Grants	\$15,000		(\$15,000)
630-Sale of Asset		\$24,971	\$24,971
930-Contribution from Operating Reserves	\$1,212,572		(\$1,212,572)
940-Contribution from Capital Reserves	\$4,500		(\$4,500)
<b>TOTAL REVENUE</b>	<b>\$41,375,257</b>	<b>\$36,051,158</b>	<b>(\$5,324,099)</b>
<b>Excluding Requisitions</b>	<b>\$34,100,029</b>	<b>\$28,991,688</b>	

	<b>2021</b>	<b>2021 Actual</b>	<b>\$ Variance</b>
	<b>Budget</b>	<b>Total</b>	<b>(Remaining)</b>
<b>OPERATING EXPENSES</b>			
110-Wages and salaries	\$6,526,443	\$3,099,507	(\$3,426,936)
132-Benefits	\$1,410,406	\$751,555	(\$658,851)
136-WCB contributions	\$89,478	(\$2,287)	(\$91,765)
142-Recruiting	\$15,000	\$8,530	(\$6,470)
150-Isolation cost	\$43,200	\$22,911	(\$20,289)
151-Honoraria	\$630,360	\$270,713	(\$359,647)
211-Travel and subsistence	\$390,314	\$84,778	(\$305,536)
212-Promotional expense	\$39,500		(\$39,500)
214-Memberships & conference fees	\$129,212	\$28,010	(\$101,202)
215-Freight	\$99,850	\$37,067	(\$62,783)
216-Postage	\$69,550	\$36,486	(\$33,064)
217-Telephone	\$124,920	\$70,767	(\$54,153)
221-Advertising	\$76,900	\$61,196	(\$15,704)
223-Subscriptions and publications	\$15,250	\$5,874	(\$9,376)
231-Audit fee	\$90,000	\$123,000	\$33,000
232-Legal fee	\$80,000	\$103,135	\$23,135
233-Engineering consulting	\$194,500	\$63,881	(\$130,619)
235-Professional fee	\$348,200	\$149,143	(\$199,057)
236-Enhanced policing fee	\$398,236	\$277,512	(\$120,724)
239-Training and education	\$95,185	\$18,345	(\$76,840)
242-Computer programming	\$220,137	\$30,874	(\$189,263)
243-Waste Management	\$554,800	\$196,715	(\$358,085)
251-Repair & maintenance - bridges	\$44,500	\$53	(\$44,447)
252-Repair & maintenance - buildings	\$168,140	\$53,029	(\$115,111)
253-Repair & maintenance - equipment	\$361,450	\$129,261	(\$232,189)
255-Repair & maintenance - vehicles	\$91,000	\$41,705	(\$49,295)
258-Contract graders	\$1,081,554	\$372,381	(\$709,173)
259-Repair & maintenance - structural	\$1,301,200	\$425,091	(\$876,109)
260-Roadside Mowing & Spraying	\$396,000	\$776	(\$395,224)
261-Ice bridge construction	\$120,000	\$111,224	(\$8,776)
262-Rental - building and land	\$65,850	\$47,844	(\$18,006)
263-Rental - vehicle and equipment	\$139,734	\$16,233	(\$123,501)
266-Communications	\$155,272	\$97,845	(\$57,427)
271-Licenses and permits	\$25,545	\$4,737	(\$20,808)
272-Damage claims	\$5,000		(\$5,000)
274-Insurance	\$462,735	\$463,276	\$541
342-Assessor fees	\$279,000	\$98,689	(\$180,311)
290-Election cost	\$15,000		(\$15,000)
511-Goods and supplies	\$937,534	\$441,308	(\$496,226)
515-Lab Testing	\$43,500	\$14,092	(\$29,408)
521-Fuel and oil	\$647,680	\$383,815	(\$263,865)
531-Chemicals and salt	\$424,800	\$157,681	(\$267,119)
532-Dust control	\$575,000	\$84,698	(\$490,302)
533-Grader blades	\$143,000	\$32,165	(\$110,835)
534-Gravel (apply; supply and apply)	\$2,097,000	\$1,288,535	(\$808,465)
994-Change in Inventory	(\$385,333)		\$385,333
543-Natural gas	\$122,247	\$87,646	(\$34,601)
544-Electrical power	\$717,093	\$461,953	(\$255,140)
550-Carbon Tax	\$72,000	\$59,127	(\$12,873)
710-Grants to local governments	\$2,227,017	\$1,250,000	(\$977,017)
735-Grants to other organizations	\$2,302,092	\$1,684,108	(\$617,984)
747-School requisition	\$6,302,401	\$3,254,905	(\$3,047,496)
750-Lodge requisition	\$896,658	\$896,112	(\$546)
760-Designated Ind. Property	\$76,169		(\$76,169)
764-Contributed to Capital Reserve	\$2,578,424		(\$2,578,424)
810-Interest and service charges	\$21,000	\$12,431	(\$8,569)
831-Interest - long term debt	\$389,989	\$200,173	(\$189,816)
832-Principle - Long term debt	\$1,361,746	\$740,965	(\$620,781)
921/922-Bad Debt/Writeoff	\$1,500,000	\$77,501	(\$1,422,499)
Non-TCA projects	\$1,971,820	\$1,711,873	(\$259,947)
<b>TOTAL EXPENSE</b>	<b>\$41,375,258</b>	<b>\$20,138,944</b>	<b>(\$21,236,314)</b>
<b>Excluding Requisitions</b>	<b>\$34,100,030</b>	<b>\$15,987,927</b>	<b>\$18,190,104</b>
<b>995-Amortization of TCA</b>	<b>\$10,146,271</b>		<b>\$10,146,271</b>

MACKENZIE COUNTY

ONE TIME Projects 2021 INCLUDING CARRY FORWARDS

Project Description	TOTAL PROJECT BUDGET	2021 BUDGET	TOTAL COSTS	2021 COSTS	2021 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
<b>(12) - Administration Department</b>														
Cumulative Effects Assessment Study (CF 2017)	270,000	9,363	269,554	8,917	446						9,363	GOR		
FV - Asset Management (2018)	45,000	9,500	35,500	-	9,500						9,500	GOR		
Mackenzie County 25 Year Anniversary	2,525	2,525	-	-	2,525						2,525	GOR		
Emergency Flood Response Supplies (2021)	80,000	80,000	75,583	75,583	4,417						80,000	GOR		CM 21-01-035
MOST Project - COVID 19 Asst	1,271,952	1,145,035	1,272,035	1,145,118	-83		1,145,035							CM 20-10-695
FireSmart Home Assessments - FRIAA (2021)	34,000	34,000	-	-	34,000			34,000					FRIAA	CM 21-06-525
<b>Total department 12</b>	<b>1,703,477</b>	<b>1,280,423</b>	<b>1,652,672</b>	<b>1,229,618</b>	<b>50,805</b>	-	<b>1,145,035</b>	<b>34,000</b>	-	-	<b>101,388</b>	-	-	<b>1,280,423</b>
<b>(23) - Fire Department</b>														
FV - Fire Dept Training Props (2018)	30,000	30,000	-	-	30,000				15,000		15,000	GOR		50/50 FVFD
<b>Total department 23</b>	<b>30,000</b>	<b>30,000</b>	-	-	<b>30,000</b>	-	-	-	<b>15,000</b>	-	<b>15,000</b>	-	-	<b>30,000</b>
<b>(32) - Public Works</b>														
FV - Repair Shop Operations Fence	6,600	6,600	-	-	6,600						6,600	GOR		
<b>Total department 32</b>	<b>6,600</b>	<b>6,600</b>	-	-	<b>6,600</b>	-	-	-	-	-	<b>6,600</b>	-	-	<b>6,600</b>
<b>(33) - Airport</b>														
Airport Master Plan (CF 2016)	75,000	33,005	41,995	-	33,005						33,005	GOR		
Airport Operations/Safety Manuals	30,000	30,000	-	-	30,000						30,000	GOR		Required by Nav Canada and Transport Canada
<b>Total department 33</b>	<b>105,000</b>	<b>63,005</b>	<b>41,995</b>	-	<b>63,005</b>	-	-	-	-	-	<b>63,005</b>	-	-	<b>63,005</b>
<b>(41) - Water</b>														
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	11,121	25,343	1,464	9,657						11,121	GOR		
<b>Total department 41</b>	<b>235,000</b>	<b>202,031</b>	<b>34,433</b>	<b>1,464</b>	<b>200,567</b>	-	-	-	-	-	<b>202,031</b>	-	-	<b>202,031</b>
<b>(42) - Sewer</b>														
LC - Future Utility Servicing Plan (2018)	102,000	32,413	86,587	17,000	15,413						32,413	GOR		CM 21-01-025
<b>Total department 42</b>	<b>102,000</b>	<b>32,413</b>	<b>86,587</b>	<b>17,000</b>	<b>15,413</b>	-	-	-	-	-	<b>32,413</b>	-	-	<b>32,413</b>
<b>(61) - Planning &amp; Development Department</b>														
Economic Development Investment Attraction Marketing Packages	114,000	24,500	114,000	24,500	0			12,250			12,250	GOR		CARES Grant CM 20-03-203
Municipal Development Plan	305,000	273,448	135,247	103,694	169,753						273,448	GOR		20-08-494
<b>Total department 61</b>	<b>419,000</b>	<b>297,948</b>	<b>249,247</b>	<b>128,194</b>	<b>169,753</b>	-	-	<b>12,250</b>	-	-	<b>285,698</b>	-	-	<b>297,948</b>
<b>(63) - Agricultural Services Department</b>														
Irrigation District Feasibility Study	30,000	30,000	-	-	30,000						30,000	GOR		Motion 18-08-589
<b>Total department 63</b>	<b>30,000</b>	<b>30,000</b>	-	-	<b>30,000</b>	-	-	-	-	-	<b>30,000</b>	-	-	<b>30,000</b>
<b>(72) - Parks</b>														
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	GOR		This may require potential expenditures in 2020
Wadlin lake Phase 2 Campground Expansion Development Plan	3,000	3,000	-	-	3,000						3,000	GOR		This may require potential expenditures in 2020+
LC - Tree Removal 99 Ave	6,000	6,000	2,000	2,000	4,000						6,000	GOR		
Machesis Lake Glamping (2021)	4,500	4,500	4,847	4,847	(347)						4,500	RP		CM 21-03-219
Wadlin Lake Fire wood (2021)	7,500	7,500	-	-	7,500						7,500	GOR		CM 21-06-528
<b>Total department 72</b>	<b>29,400</b>	<b>29,400</b>	<b>6,847</b>	<b>6,847</b>	<b>22,553</b>	-	-	-	-	-	<b>29,400</b>	-	-	<b>29,400</b>
<b>TOTAL 2021 ONE TIME Projects</b>	<b>2,660,477</b>	<b>1,971,819</b>	<b>2,071,780</b>	<b>1,383,122</b>	<b>588,697</b>	-	<b>1,145,035</b>	<b>46,250</b>	<b>15,000</b>	-	<b>765,535</b>	-	-	<b>1,971,820</b>
<b>2021 Contingent on Grant Funding</b>														
FV - Asset Management	125,000							50,000			75,000	GOR		
Bridge Maintenance (7 bridges)	250,000							250,000						
<b>2021 Contingent on Grant Funding - Total</b>	<b>375,000</b>	-	-	-	-	-	-	<b>300,000</b>	-	-	<b>75,000</b>	-	-	-

Funding Sources for the 2021 Approved Non TCA projects is as follows:

FGTF / MSI	\$ 1,145,035
Other Grants/Sources	\$ 61,250
General Operating Reserve	\$ 761,035
PR	\$ 4,500
<b>Total</b>	<b>\$ 1,971,820</b>

**MACKENZIE COUNTY**  
**TCA Projects 2021 INCLUDING CARRY FORWARDS**

Project Description	TOTAL PROJECT BUDGET	2021 BUDGET	TOTAL COSTS	2021 COSTS	2021 REMAINING BUDGET	External Funding				Internal Funding				Notes
						FGTF Grant	MSI Grant	Other Grant	Other Sources (non-grant)	Municipal levy	RS-type	Restricted Surplus (previous years)	Debtenture	
<b>(12) - Administration Department</b>														
LC - 100 Street Plan	65,000	65,000	22	22	64,978						GCR	65,000		CM 20-04-242
FV - Flood Mitigation for Land Development	2,387,290	1,178,394	2,794,222	1,585,326	(406,932)	568,470					GCR/GOR	609,924		CM 20-06-378, 20-07-455, 20-12-761, 20-12-762, 21-04-325
Office Shower (2021)	8,700	8,700	-	-	8,700						GCR	8,700		
<b>Total department 12</b>	<b>2,460,990</b>	<b>1,252,094</b>	<b>2,794,244</b>	<b>1,585,348</b>	<b>(333,254)</b>	<b>568,470</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>683,624</b>	<b>-</b>	<b>1,252,094</b>
<b>(23) - Fire Department</b>														
FV - Training Facility (CF 2017)	20,000	11,350	8,650	-	11,350				10,000		GCR	1,350		Other Sources - FVFD 50%
<b>Total department 23</b>	<b>20,000</b>	<b>11,350</b>	<b>8,650</b>	<b>-</b>	<b>11,350</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>10,000</b>	<b>-</b>	<b>-</b>	<b>1,350</b>	<b>-</b>	<b>11,350</b>
<b>(32) - Transportation Department</b>														
FV - Rebuild Eagles Nest Road (2 miles) (2018)	800,000	784,164	15,836	-	784,164	600,290	183,874							
Gravel Reserve (CF 2014)	150,000	92,357	58,460	817	91,540						RDR	92,357		
11 mile Culvert Replacement	150,000	150,000	-	-	150,000									
FV - Rebuild Lambert Point Road (1 1/4 miles)	318,698	50,000	268,698	-	50,000									
Rebuild Blumenort Road East	440,000	385,610	54,390	-	385,610									
Rebuild Machesis Lake Road	440,000	437,876	2,124	-	437,876									
LC - 9 Street Lights - 94 Ave 106 St to Pioneer Drive (See Note 1)	75,000	75,000	-	-	75,000									
FS01 Mill Razor	405,000	405,000	179,406	179,406	225,594				405,000					20-05-294
OR01 New Road Infrastructure Endeavour to Assist	950,000	468,796	577,921	96,717	372,079						GCR	468,796		
LC Crosswalk 94 Ave 103 St	12,000	2,647	10,203	850	1,797						GCR	2,647		
LC - Intersection upgrade of 100 St & 109 Ave (2021)	255,000	255,000	109,017	109,017	145,983				255,000					
LC - Intersection upgrade Traffic Lights 100 St & 94 Ave (2021)	290,000	290,000	26,709	26,709	263,291				290,000					
LC - 101 Ave Asphalt (300 m) (2021)	625,000	625,000	251,663	251,663	373,337				625,000					CM 21-06-489
30 m Right of way for road widening - various locations (2021)	646,000	646,000	-	-	646,000						RDR/GCR	646,000		CM 21-05-409
Rebuild TWP Rd 1044 (1 mile) (2021)	300,000	300,000	-	-	300,000				300,000					
Road Repair & Culvert TWP Rd 1042 Rge Rd 144-145 (2021)	60,000	60,000	44,080	44,080	15,920						RDR	60,000		CM 21-07-515
Rebuild 6 mile N road (2 miles) (2021)	517,000	517,000	-	-	517,000				517,000					
Plow Truck (2021)	325,000	325,000	-	-	325,000				325,000					
Ground Penetrating Radar Unit (2021)	36,000	36,000	54,370	54,370	(18,370)						GCR	36,000		CM 21-06-487
LC - Assorted Road and Sidewalk Repairs (2021)	110,000	110,000	-	-	110,000				110,000					CM 21-06-489
LC - Washout & Culvert Upgrades (2021)	500,000	500,000	-	-	500,000				500,000					
<b>Total department 32</b>	<b>7,404,698</b>	<b>6,515,448</b>	<b>1,652,879</b>	<b>763,629</b>	<b>5,751,819</b>	<b>600,290</b>	<b>4,609,360</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,305,800</b>	<b>-</b>	<b>6,515,450</b>
<b>(41) - Water Treatment &amp; Distribution Department</b>														
LC - Well Number 4 (CF 2016)	1,348,966	1,175,000	244,827	70,861	1,104,139				689,137		GCR	485,863		20-12-763
ZA - Water Treatment Plant Upgrading (CF 2017)	933,569	781,944	164,454	12,829	769,115				609,457		RWR	172,487		
FV - Frozen Water Services Repairs (River Road) (CF 2015)	280,700	20,443	260,257	-	20,443						RWR	20,443		
LC - Waterline Bluehills (CF 2015)	833,250	690,722	142,528	-	690,722				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
Water line to Hill Crest Community School (2020)	487,720	13,940	474,783	1,003	12,937	13,940								CM 20-05-302, 20-08-500, 21-03-230
FV - Rural Truck Fill Pump Install (2021)	314,500	314,500	8,034	8,034	306,466				314,500					CM 21-05-398
LC - Water Treatment Plant Tower Replacement (2021)	100,000	100,000	5,896	5,896	94,104						GCR	100,000		
LC - North Storm-Pond A (2021)	1,150,000	1,150,000	4,700	4,700	1,145,300						WTRSWR	50,000	1,100,000	CM 21-03-240, CM 21-04-312, CM 21-07-533
LC-North Waterline Oversizing (2021)	200,000	200,000	-	-	200,000						WSIR	200,000		CM 21-05-453
LC-North Sanitary Trunk Sewer (2021)	280,000	280,000	-	-	280,000						GOR	280,000		CM 21-05-461 CM 21-07-517
<b>Total department 41</b>	<b>6,348,705</b>	<b>4,901,401</b>	<b>1,550,626</b>	<b>103,322</b>	<b>4,798,079</b>	<b>13,940</b>	<b>1,005,222</b>	<b>1,298,594</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,483,647</b>	<b>1,100,000</b>	<b>4,901,403</b>
<b>(42) - Sewer Disposal Department</b>														
ZA - Lift Station Upgrade (CF 2013-2017)	1,972,037	1,698,066	273,971	-	1,698,066				1,040,707		WTRSWR/SWMR	657,359		CM 21-03-200
LC - Sanitary Sewer Expansion (CF 2016)	161,000	13,390	160,610	13,000	390						GCR	13,390		CM 21-01-024
<b>Total department 42</b>	<b>2,133,037</b>	<b>1,711,456</b>	<b>434,581</b>	<b>13,000</b>	<b>1,698,456</b>	<b>-</b>	<b>-</b>	<b>1,040,707</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>670,749</b>	<b>-</b>	<b>1,711,456</b>
<b>(43) - Waste</b>														
Waste Bins Replacement (2021)	20,000	20,000	-	-	20,000				2,000		GCR	18,000		
<b>Total department 43</b>	<b>20,000</b>	<b>20,000</b>	<b>-</b>	<b>-</b>	<b>20,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,000</b>	<b>-</b>	<b>-</b>	<b>18,000</b>	<b>-</b>	<b>20,000</b>
<b>(61) - Planning &amp; Development</b>														
LC Drainage Ditch Plan 192 3085, Block 24, Lot 2	6,000	6,000	3,440	3,440	2,560						SWMR	6,000		CM 20-10-615
LC Drainage Ditch Plan 992 0894, Block 2, Lot 1	8,000	2,225	5,775	-	2,225						SWMR	2,225		CM 20-10-617
LC Drainage Ditch NE 8-106-15-W5M (2021)	15,000	15,000	9,425	9,425	5,575						GCR	15,000		CM 21-02-100
<b>Total department 61</b>	<b>29,000</b>	<b>23,225</b>	<b>18,640</b>	<b>12,865</b>	<b>10,360</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>23,225</b>	<b>-</b>	<b>23,225</b>



**MACKENZIE COUNTY**  
**TCA Projects 2021 INCLUDING CARRY FORWARDS**

Project Description	TOTAL PROJECT BUDGET	2021 BUDGET	TOTAL COSTS	2021 COSTS	2021 REMAINING BUDGET	External Funding				Internal Funding				Notes
						FGTF Grant	MSI Grant	Other Grant	Other Sources (non-grant)	Municipal levy	RS-type	Restricted Surplus (previous years)	Debtenture	
<b>(63) - Agriculture</b>														
HL - Rural Drainage - Phase II & Phase III (CF 2014/2015)	1,181,000	38,019	1,142,981	-	38,019	-	-	-	-	-	SWMR	38,019	-	-
<b>Total department 63</b>	<b>1,181,000</b>	<b>38,019</b>	<b>1,142,981</b>	<b>-</b>	<b>38,019</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>38,019</b>	<b>-</b>	<b>38,019</b>
<b>(71) - Recreation</b>														
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)	23,601	17,849	5,752	-	17,849	-	-	-	-	-	GOO	17,849	-	CM 20-02-084.20-11-758
FV - Overhead Door Replacement/Completion of Hockey Netting	16,000	3,100	12,900	-	3,100	-	-	-	-	-	RB-FV	3,100	-	-
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/GOR/GCR	10,000	-	-
LC - Tennis Court, Basketball Pickle Ball Court (2021)	299,106	299,106	-	-	299,106	-	149,553	-	149,553	-	-	-	-	CM 21-05-400
<b>Total department 71</b>	<b>372,707</b>	<b>352,394</b>	<b>20,313</b>	<b>-</b>	<b>352,394</b>	<b>-</b>	<b>149,553</b>	<b>-</b>	<b>149,553</b>	<b>-</b>	<b>-</b>	<b>53,287</b>	<b>-</b>	<b>352,393</b>
<b>(72) - Parks &amp; Playgrounds Department</b>														
Hutch Lake Campground Improvements (CF 2017)	112,000	63,933	84,002	35,934	27,998	-	-	-	-	-	IC-REC/MR	63,933	-	-
River Search & Rescue Access Plan - Atlas & Tompkins Landing Boat Launch & FV Bridge Campground	92,000	32,430	59,570	-	32,430	-	-	-	-	-	GOR	32,430	-	CM 21-01-051
Vanguard Subdivision Playground Equipment	30,000	6,265	23,735	-	6,265	-	-	-	-	-	MR	6,265	-	-
Wadlin Lake Dock Piling Improvements - Firewood Compound	13,000	10,045	2,955	-	10,045	-	-	-	-	-	GCR	10,045	-	-
Hutch Dock Piling	22,000	15,038	14,852	7,890	7,148	-	-	-	-	-	GOR	15,038	-	-
Jubilee Park Walkway	10,000	10,000	-	-	10,000	-	-	-	-	-	GOR	10,000	-	-
FV - Streetscape (CF 2017)	100,000	61,641	38,359	-	61,641	-	-	-	-	-	IC-DV/GCR/GOR	87,035	-	CM 19-04-274 Moved to 72 in 2020 Budget (25,000GOR) cm21-07-518
Streetscape - La Crete	25,000	24,602	12,684	12,286	12,316	-	-	-	-	-	GOR	24,602	-	-
New Hamlet Park (2021)	38,000	38,000	9,179	9,179	28,821	-	-	-	-	-	MR	38,000	-	-
Water Well at Jubilee Park (2021)	17,955	17,955	-	-	17,955	17,955	-	-	-	-	-	-	-	-
FV - Streetscape Second dock project (2021)	25,394	25,394	-	-	25,394	-	-	-	-	-	-	-	-	CM21-07-518
<b>Total department 72</b>	<b>485,349</b>	<b>305,302</b>	<b>245,336</b>	<b>65,289</b>	<b>240,013</b>	<b>17,955</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>287,348</b>	<b>-</b>	<b>305,303</b>
<b>TOTAL 2021 Capital Projects</b>	<b>20,435,486</b>	<b>15,130,688</b>	<b>7,868,251</b>	<b>2,543,453</b>	<b>12,587,235</b>	<b>1,200,655</b>	<b>5,764,135</b>	<b>2,339,301</b>	<b>161,553</b>	<b>-</b>	<b>-</b>	<b>4,565,049</b>	<b>1,100,000</b>	<b>15,130,693</b>

**Contingent on Grant Funding**

ZC - Access Pave (PH V) (CF 2014)	6,000,000	6,000,000	-	-	6,000,000	-	-	-	-	-	-	-	-	3,000,000
ZA - Sewage Forcemain (2018)	1,085,000	1,085,000	-	-	1,085,000	-	-	-	-	-	-	-	-	-
<b>Carry Forward Contingent on Grant Funding- Total</b>	<b>7,085,000</b>	<b>7,085,000</b>	<b>-</b>	<b>-</b>	<b>7,085,000</b>	<b>-</b>	<b>-</b>	<b>4,085,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,000,000</b>
<b>2021 Contingent on Grant Funding</b>														
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
<b>2021 Contingent on Grant Funding- Total</b>	<b>423,500</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>211,750</b>	<b>-</b>	<b>-</b>	<b>211,750</b>	<b>-</b>	<b>-</b>
<b>Total of Contingent Funding</b>	<b>7,508,500</b>	<b>7,085,000</b>	<b>-</b>	<b>-</b>	<b>7,085,000</b>	<b>-</b>	<b>-</b>	<b>4,085,000</b>	<b>211,750</b>	<b>-</b>	<b>-</b>	<b>211,750</b>	<b>3,000,000</b>	<b>-</b>

Administration to seek grant funding for below projects prior to proceeding  
 Note 1 - LC - 9 Street Lights - 94 Ave 106 St to Pioneer Drive Note 1  
 Note 2 - FV - Rebuild Butter town Road

**Funding Sources for the 2021 Approved Capital projects is as follows:**

FGTF & MSI	\$ 6,964,790
Other Grants/Sources	\$ 2,500,854
MUNICIPAL LEVY	\$ -
General Operating Reserve	\$ 988,449
General Capital Reserve	\$ 1,912,257
Municipal Reserve	\$ 107,265
Road Reserve	\$ 352,357
Vehicle & Equipment Reserve	
Rural Water Reserve	\$ 192,930
Waste/Sewer Infrastructure Reserve	\$ 321,753
Surface Water Management Reserve	\$ 631,850
Incomp. Cap - Develop. Reserve	\$ 12,035
Incomp. Cap - Recreation	\$ 933
Recreation Board Fort Vermilion	\$ 19,033
Recreation Board La Crete	\$ -
Grants to Other Organizations	\$ 26,187
Debtenture	\$ 1,100,000

**MACKENZIE COUNTY**

**TCA Projects 2021 INCLUDING CARRY FORWARDS**

Project Description	TOTAL PROJECT BUDGET	2021 BUDGET	TOTAL COSTS	2021 COSTS	2021 REMAINING BUDGET	External Funding				Internal Funding				Notes
						FGTF Grant	MSI Grant	Other Grant	Other Sources (non-grant)	Municipal levy	RS-type	Restricted Surplus (previous years)	Debenture	
						<b>TOTAL</b>				<b>15,130,693</b>				

## Investment Report for Period Ending June 30, 2021

### Reconciled Bank Balance on June 30, 2021

Reconciled Bank Balance	30-Jun-21	\$ 27,704,385
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### Investment Values on June 30, 2021

Short term T-Bill (1044265-26)	\$ 250,701.53	
Long term investments (EM0-0374-A)	\$ 9,100,149.29	
Short term notice on amount 31 days	\$ 1,123,069.05	
Short term notice on amount 60 days	\$ 1,978,669.79	
Short term notice on amount 90 days	\$ 26,061.71	
Vision Credit Union - 2 year	\$ 2,148,142.08	

**Total Investments** **\$ 14,626,793.45**

**Total Bank Balance and Investments** **\$ 42,331,178.80**

These balances include 'market value changes'.

### Revenues

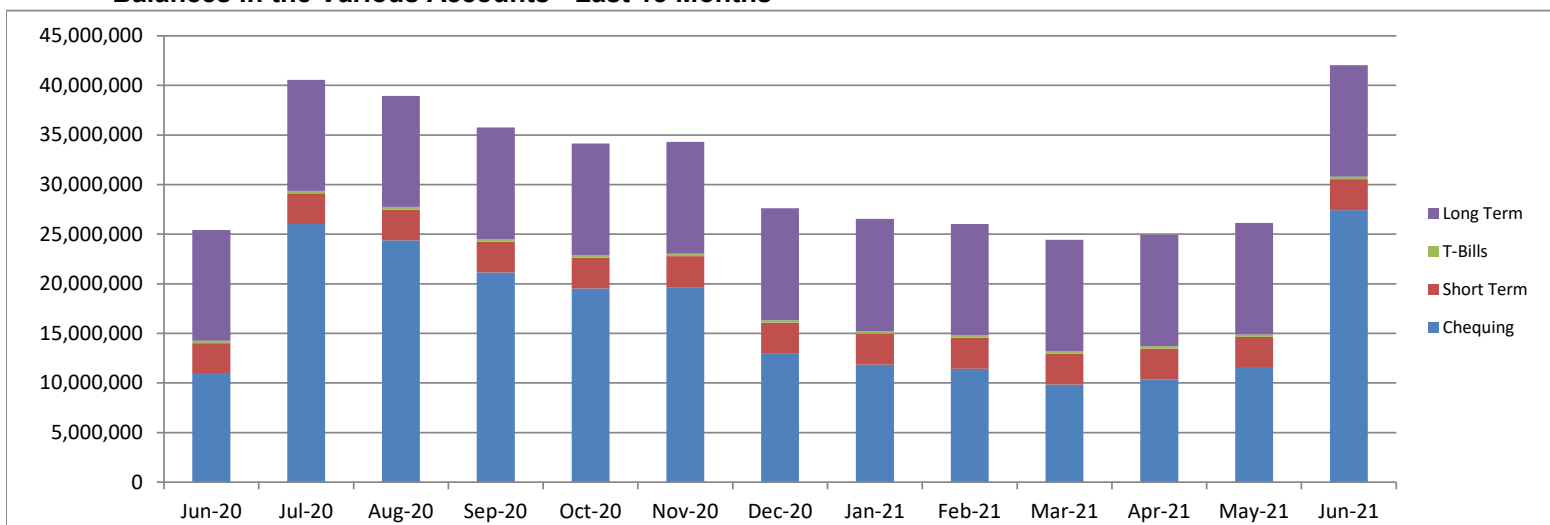
Interest received from investments  
Interest accrued from investments but not received.

Total YTD	Short Term YTD	Long Term YTD
\$ 69,868.10	\$ 5,599.28	\$ 64,268.82
\$ 99,609.24		\$ 99,609.24
<b>\$ 169,477.34</b>	<b>\$ 5,599.28</b>	<b>\$ 163,878.06</b>

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

\$ 53,890.32	\$ 53,890.32	
<b>\$ 223,367.66</b>	<b>\$ 59,489.60</b>	<b>\$ 163,878.06</b>
\$ (11,866.14)		\$ (11,866.14)
<b>\$ 211,501.52</b>	<b>\$ 59,489.60</b>	<b>\$ 152,011.92</b>

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







**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>August 18, 2021</b>
<b>Presented By:</b>	<b>Jennifer Batt, Director of Finance</b>
<b>Title:</b>	<b>Expense Claims – Councillors</b>

## **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:

- June – All Councillors
- July – All Councillors

## **OPTIONS & BENEFITS:**

N/A

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

2021 Operating Budget

## **SUSTAINABILITY PLAN:**

N/A

**Author:** J Batt      **Reviewed by:** \_\_\_\_\_      **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 the Councillor expense claims for June & July 2021 be received for information.

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



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>August 18, 2021</b>
<b>Presented By:</b>	<b>Jennifer Batt, Director of Finance</b>
<b>Title:</b>	<b>Expense Claims – Members at Large</b>

**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:

<b>Name</b>	<b>Board/Committee</b>	<b>Month</b>
Dicky Driedger	Agricultural Service Board	June
Joe Peters	Agricultural Service Board	June
Erick Carter	Municipal Planning Commission	June
Beth Kappelar	Municipal Planning Commission	June
Tim Driedger	Municipal Planning Commission	June
Tim Driedger	Municipal Planning Commission	July

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

**OPTIONS & BENEFITS:**

N/A

**COSTS & SOURCE OF FUNDING:**

2021 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 the Member at Large Expense Claims for June & July 2021 be received for information.

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





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>August 18, 2021</b>
<b>Presented By:</b>	<b>Willie Schmidt, Fleet Maintenance Manager</b>
<b>Title:</b>	<b>2021 Capital Budget Amendment - Lawnmower Replacement Purchase</b>

## **BACKGROUND / PROPOSAL:**

Recently a lawnmower that was identified as needing to be replaced for the last two year, sustained engine damage and was not able to be repaired. As the breakdown happened during the busy mowing season, to ensure the loss of a mower did not affect service levels of the ratepayers, administration entered into a rental agreement with the option to purchase to replace the unrepairable unit.

Administration is requesting a budget amendment to purchase the rental unit, ensuring service levels are maintained, and that the rental fees paid on the unit are applied towards the purchase price being fiscally responsible management of funding of the new unit. The sale of the unrepairable unit would assist in offsetting purchase costs, reducing the draw from reserve.

## **OPTIONS & BENEFITS:**

Option 1.

That the budget be amended to include the purchase of the rented lawnmower with funding coming from the sale of the unrepairable unit, and the Vehicle & Equipment Reserve.

Option 2.

Continue to rent the mower and return at end of season.

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

Funding from the sale of the unrepairable unit est. \$1,500 with the remaining \$18,5000 from the Vehicle & Equipment Reserve.

## **SUSTAINABILITY PLAN:**

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

**COMMUNICATION / PUBLIC PARTICIPATION:**

**POLICY REFERENCES:**

**RECOMMENDED ACTION:**

Motion 1

Simple Majority       Requires 2/3       Requires Unanimous

That the 2021 Capital Budget be amended to include the purchase of a lawnmower in the amount of \$20,000 with funding coming from the sale of the unrepairable unit, and the Vehicle & Equipment Reserve.

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



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>August 18, 2021</b>
<b>Presented By:</b>	<b>Caitlin Smith, Manager of Planning &amp; Development</b>
<b>Title:</b>	<b>Bylaw 1234-21 Land Use Bylaw Amendment to Rezone NE 9-106-15-W5M from La Crete Highway Commercial “LC-HC” to Institutional “I”, and from Hamlet Residential 1 “H-R1”, Hamlet Residential 2 “H-R2”, &amp; Manufactured Home Subdivision “MHS” to Hamlet Residential 1A “H-R1A”, La Crete Town Centre “LC-TC”, &amp; Hamlet Residential 1B “H-R1B”</b>

**BACKGROUND / PROPOSAL:**

Administration has received a Land Use Bylaw Amendment application to rezone NE 9-106-15-W5M from La Crete Highway Commercial “LC-HC” to Institutional “I”, and from Hamlet Residential 1 “H-R1”, Hamlet Residential 2 “H-R2”, & Manufactured Home Subdivision “MHS” to Hamlet Residential 1A “H-R1A”, La Crete Town Centre “LC-TC”, & Hamlet Residential 1B “H-R1B”.

The developer has submitted a forty-eight (48) lot subdivision lot layout plan which is proposed to be residential lots with a small pocket of commercial or high-density residential development.

The developer plans to donate the north portion of the existing parcel for a Medical Facility, and would like to rezone this portion in preparation for the future development.

The La Crete Area Structure Plan identifies the north portion of the lot as commercial development and the south portion as residential development. The proposed subdivision fits within these definitions.

The proposed bylaw was presented to the Municipal Planning Commission on July 29, 2021 where the following motion was made:

***MPC 21-07-121    MOVED by David Driedger***

*That the Municipal Planning Commission recommend to Council to APPROVE Bylaw 1234-21 being a Land Use Bylaw Amendment to*

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

*Rezone Parts of NE 9-106-15-W5M from La Crete Highway Commercial "LC-HC" to Institutional "I", from Hamlet Residential 1 "H-R1", Hamlet Residential 2 "H-R2", & Manufactured Home Subdivision "MHS" to Hamlet Residential 1A "H-R1A", La Crete Town Centre "LC-TC", & Hamlet Residential 1B "H-R1B", subject to public hearing input.*

**CARRIED**

**OPTIONS & BENEFITS:**

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

**COSTS & SOURCE OF FUNDING:**

Costs will consist of advertising the Public Hearing 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 sign including a map on the subject property as per MGA requirements.

**POLICY REFERENCES:**

DEV001 Urban Development Standards

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That first reading be given to Bylaw 1234-21 being a Land Use Bylaw Amendment to Rezone NE 9-106-15-W5M from La Crete Highway Commercial "LC-HC" to Institutional "I", from Hamlet Residential 1 "H-R1", Hamlet Residential 2 "H-R2", & Manufactured

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

Home Subdivision "MHS" to Hamlet Residential 1A "H-R1A", La Crete Town Centre "LC-TC", & Hamlet Residential 1B "H-R1B", subject to public hearing input.

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



**BYLAW NO. 1234-21**  
**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 new residential subdivision.

**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:

NE 9-106-15-W5M

Within the Mackenzie County, be rezoned from La Crete Highway Commercial "LC-HC" to Institutional "I", from Hamlet Residential 1 "H-R1", Hamlet Residential 2 "H-R2", & Manufactured Home Subdivision "MHS" to Hamlet Residential 1A "H-R1A", La Crete Town Centre "LC-TC", & Hamlet Residential 1B "H-R1B" as outlined in Schedule "A" hereto attached.

READ a first time this \_\_\_\_ day of \_\_\_\_\_, 2021.

PUBLIC HEARING held this \_\_\_\_ day of \_\_\_\_\_, 2021

READ a second time this \_\_\_\_ day of \_\_\_\_\_, 2021.

READ a third time and finally passed this \_\_\_\_ day of \_\_\_\_\_, 2021.

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Josh Knelsen  
Reeve

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Len Racher  
Chief Administrative Officer

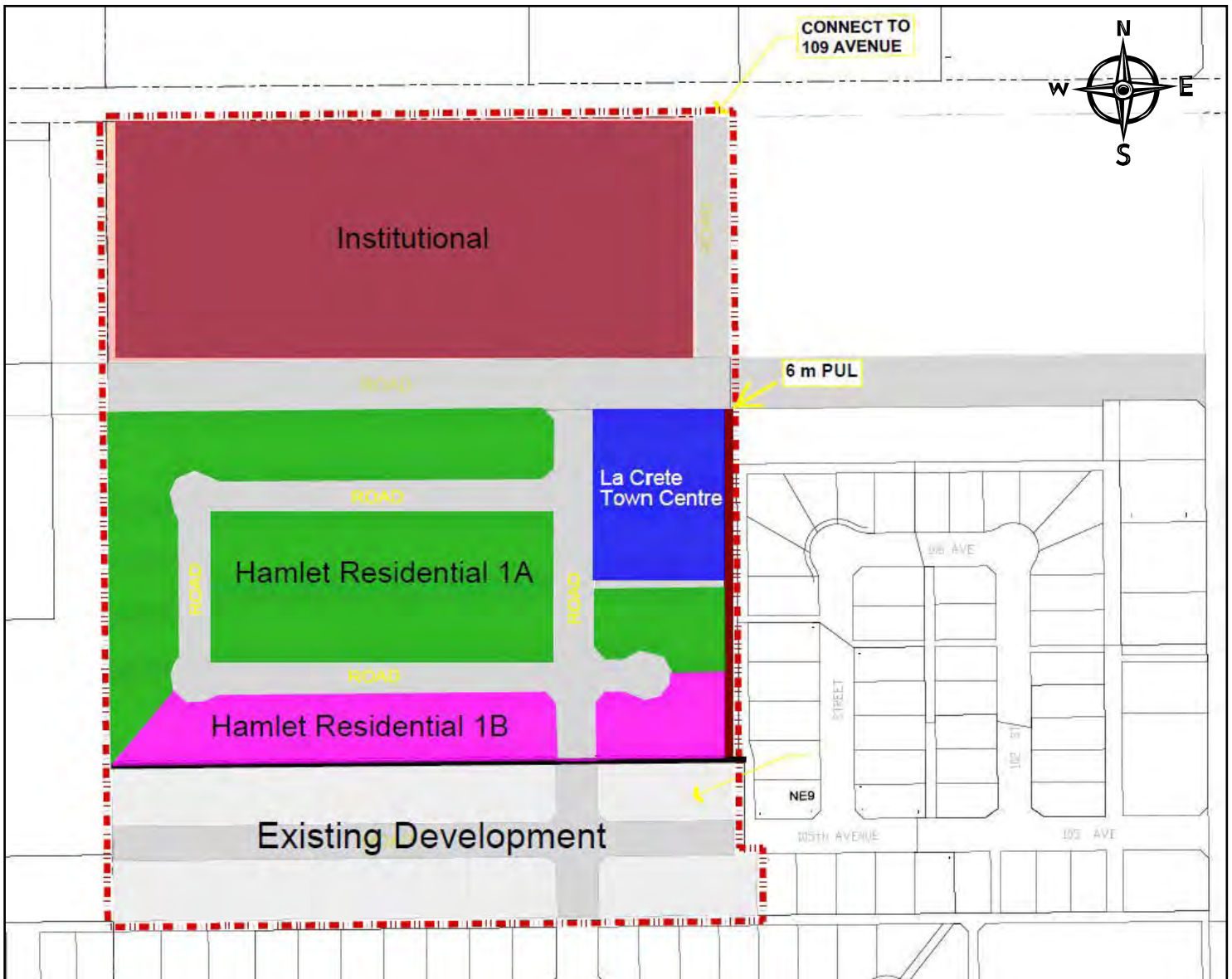


**BYLAW No. 1234-21**

**SCHEDULE "A"**

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

NE 9-106-15-W5M within Mackenzie County, be rezoned from La Crete Highway Commercial "LC-HC" to Institutional "I", from Hamlet Residential 1 "H-R1", Hamlet Residential 2 "H-R2", & Manufactured Home Subdivision "MHS" to Hamlet Residential 1A "H-R1A", La Crete Town Centre "LC-TC", & Hamlet Residential 1B "H-R1B":





## Mackenzie County LAND USE BYLAW AMENDMENT APPLICATION

Name Of Applicant		
Address:		
City/Town		
Postal Code	Phone	Cell

Complete only if different from Applicant

Name of Registered Owner		
Address:		
City/Town		
Postal Code	Phone	Cell

Legal Description of the Land Affected by the Proposed Amendment:

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

Civic Address: \_\_\_\_\_

Land Use Classification Amendment Proposed:

From: \_\_\_\_\_ To: \_\_\_\_\_

Reasons Supporting Proposed Amendment:

I have enclosed the required application fee of: \_\_\_\_\_ Receipt No.: \_\_\_\_\_

\_\_\_\_\_  
Applicant Signature

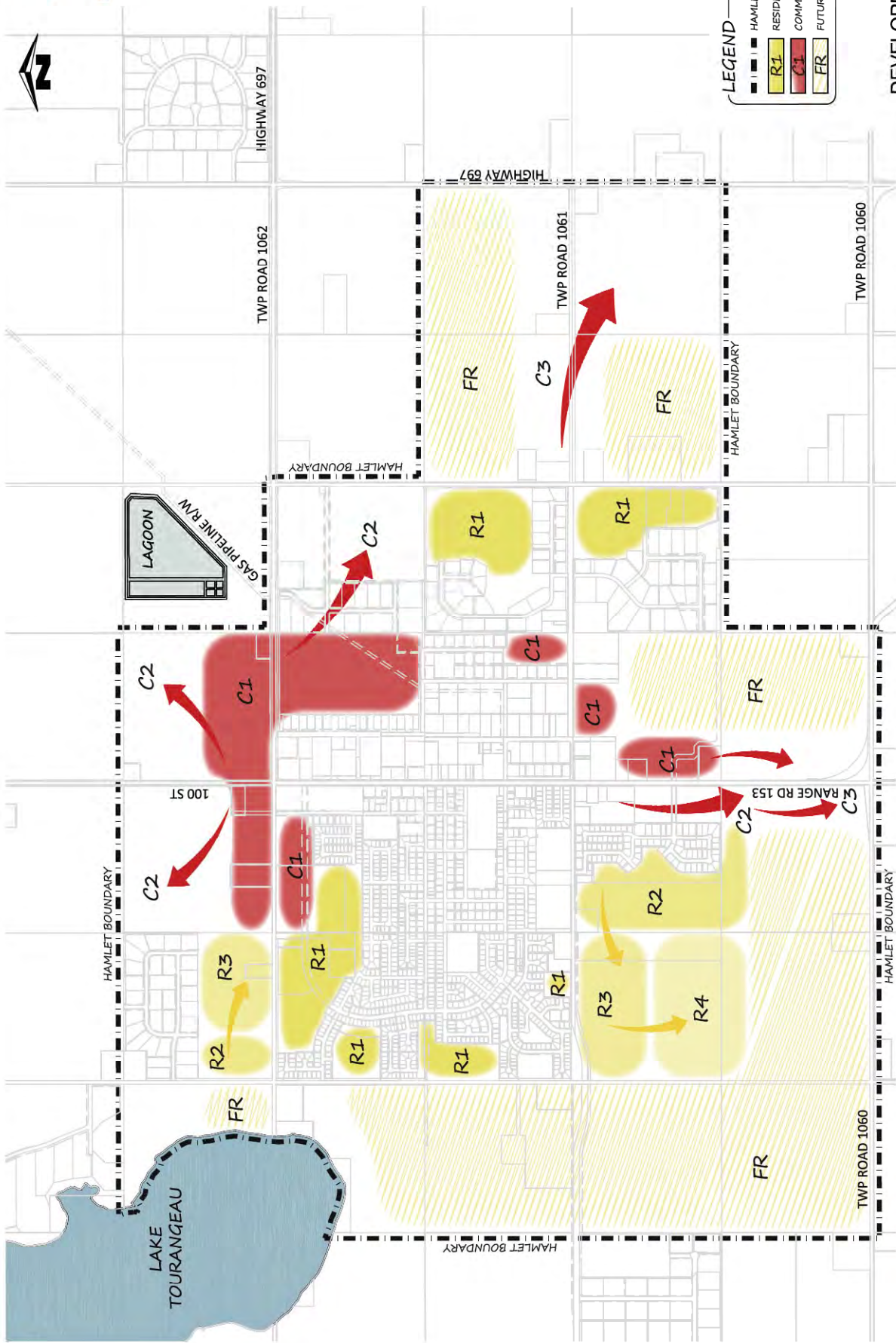
\_\_\_\_\_  
Date

\_\_\_\_\_  
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.*

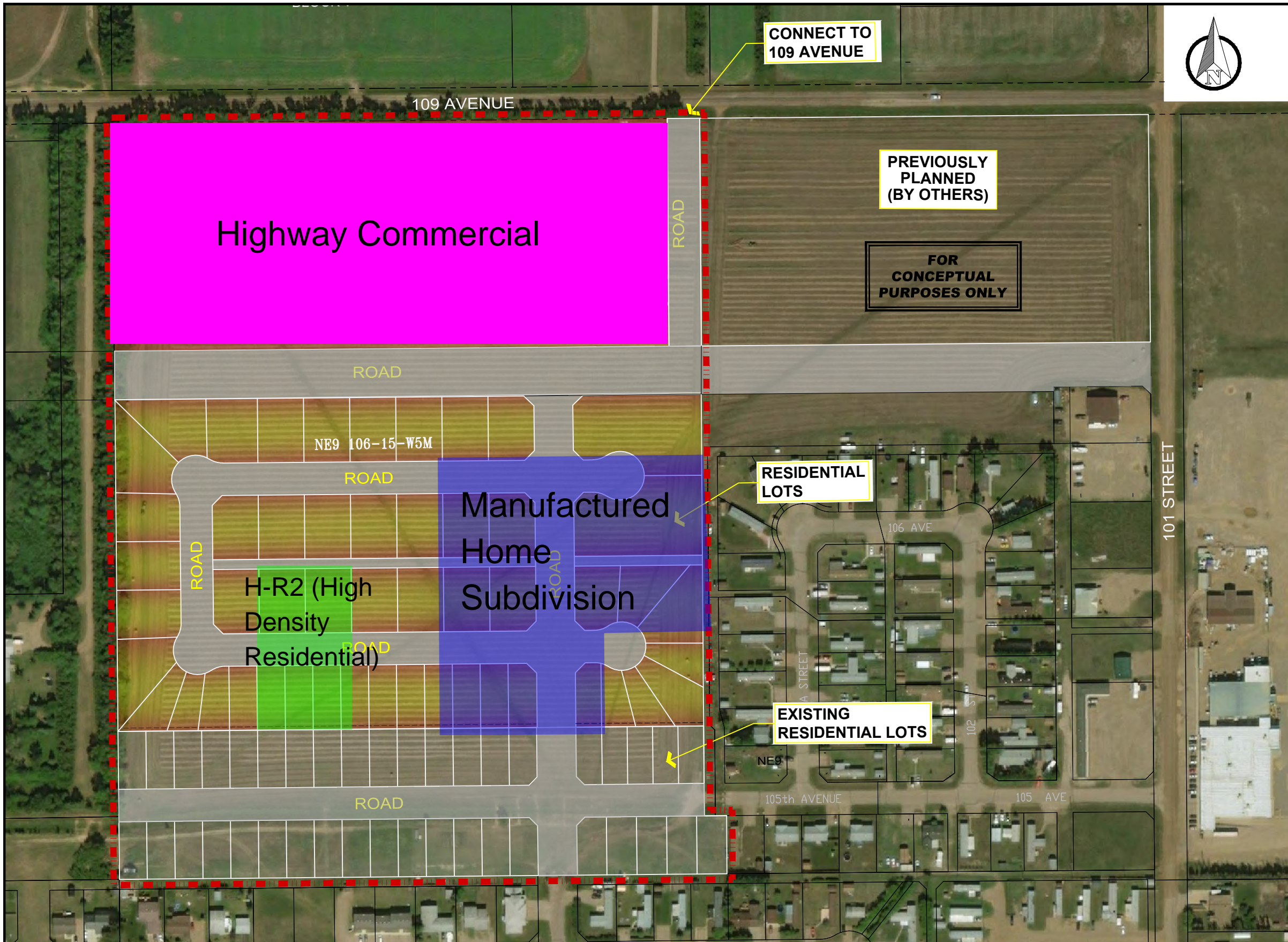


**LEGEND**

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

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





**LEGEND**

PROJECT BOUNDARY	
EXISTING ROAD	
EXISTING PARCELS	
PROPOSED RESIDENTIAL LOTS (51)	
PROPOSED COMMERCIAL LOTS (4)	
PROPOSED MEDICAL FACILITY	
PROPOSED ROAD ROW AREA	

**EXISTING RESIDENTIAL LOTS**

ROAD R/W AREA	= 0.90ha. (2.23Ac.)
RESIDENTIAL LOT AREA	= 2.46ha. (6.07Ac.)
TOTAL AREA	= 3.36ha. (8.30Ac.)

**PROPOSED MEDICAL FACILITY / HOSPITAL**

PAVED PARKING AREA	= 1.27ha. (3.14Ac.)
BUILDING & GROUNDS	= 3.54ha. (8.75Ac.)
TOTAL AREA	= 4.81ha. (11.89Ac.)

**PROPOSED RESIDENTIAL LOTS**

LOT AREA	= 5.45ha. (13.47Ac.)
ROAD R/W AREA	= 1.79ha. (4.43c.)
ALLEY AREA	= 0.17ha. (0.41Ac.)
TOTAL AREA	= 7.41ha. (18.31Ac.)

**PROPOSED TOTAL ROAD AREA**

NORTH ROAD	= 0.28ha. (0.69Ac.)
WEST ROAD R/W	= 1.33ha. (3.28Ac.)
RESIDENTIAL RD ROW	= 1.79ha. (4.43Ac.)
RESIDENTIAL ALLEY	= 0.17ha. (0.41Ac.)
EX. RES. RD ROW	= 0.90ha. (2.23Ac.)
<b>TOTAL LAND USE AREA</b>	<b>= 18.29ha. (45.19Ac.)</b>

REVISION	DESCRIPTION	BY	APPD.	YR-MM-DD
0	DESCRIPTION	TB	GP	YR-MM-DD

**TECKERA**  
civil engineering consultants  
#100 - 18130 105 AVE  
EDMONTON, AB.  
CANADA. T5S 2T4  
PHONE: 780-250-0899  
EMAIL: info@Teckera.ca

**LAND DEVELOPEMENT**

**CONCEPT PLAN**

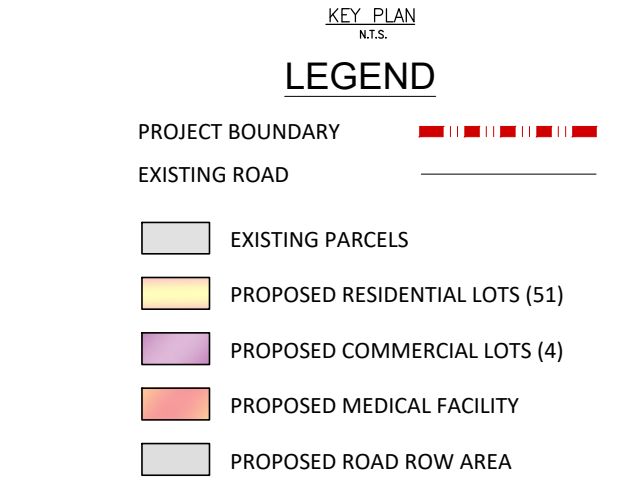
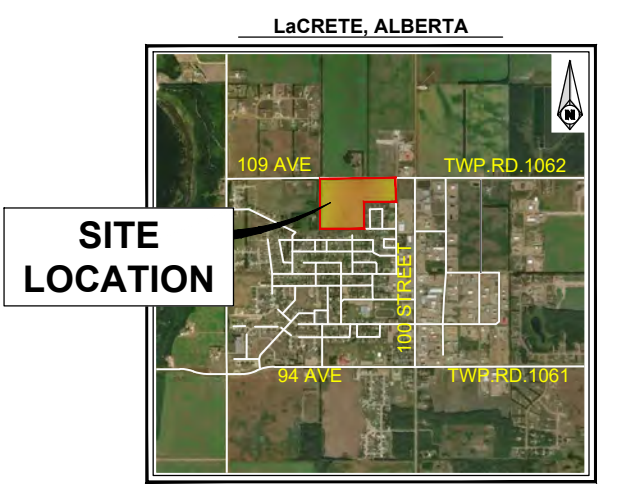
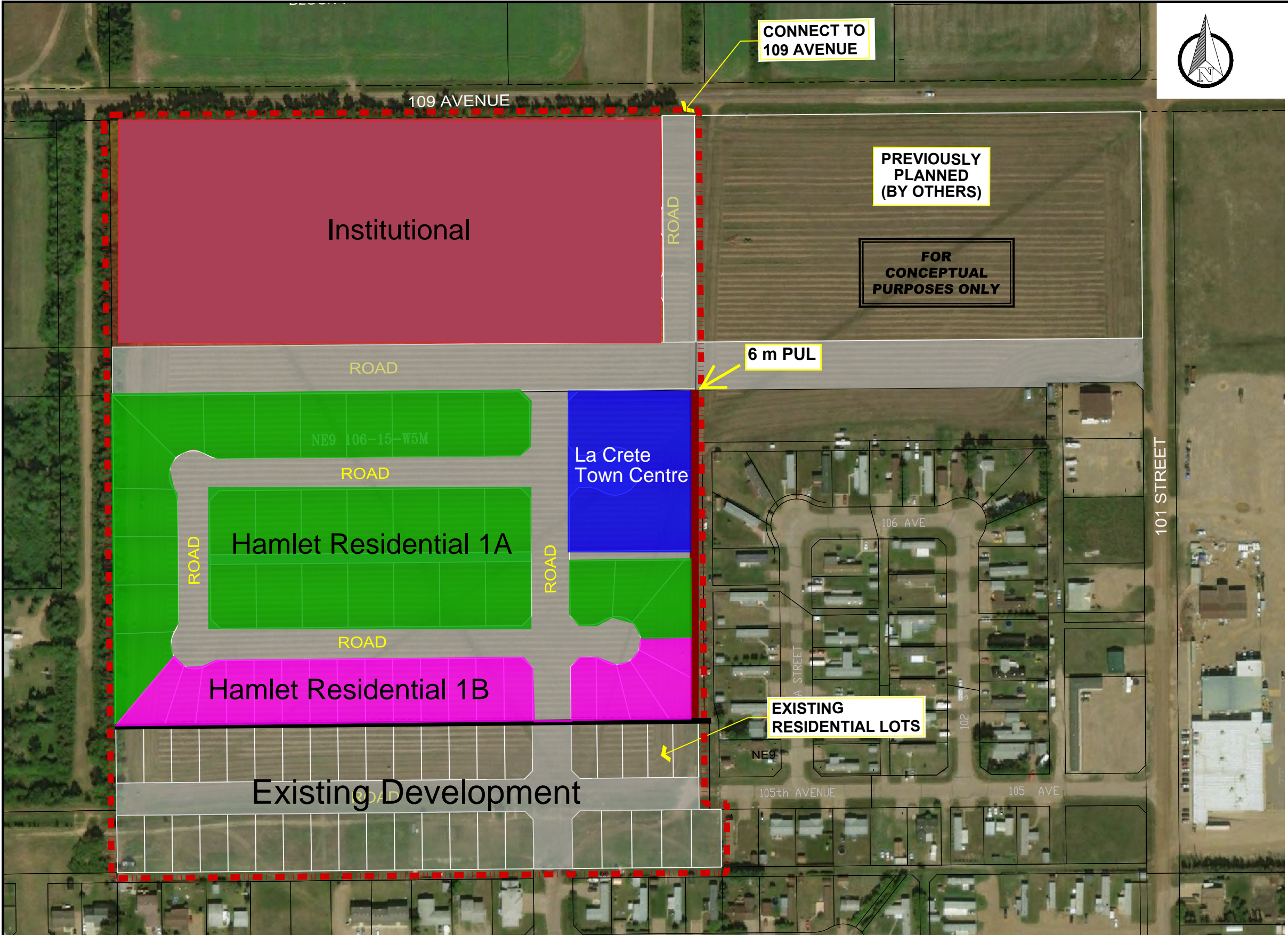
NE9 106-15-W5M  
LaCRETE, ALBERTA

**CONCEPT SITE DEVELOPMENT**

DESIGNED	SCALE	DATE	CHECKED
GP	A1 = 1:1250 *11 X 17 = 1:2500	JUNE 2021	GP
DRAWN	PROFILE	PROJECT NO:	APPROVED
TB	N/A	21- 40	GP

**C01**

DATE: June 30, 2021  
DRAWN: S. VAB #2021/21-40 SITE DEVELOPMENT (W HARDEN) CAD/21-40 SITE DEVELOPMENT (W HARDEN) (PROJ) RD-14210



**EXISTING RESIDENTIAL LOTS**

ROAD R/W AREA	= 0.90ha. (2.23Ac.)
RESIDENTIAL LOT AREA	= 2.46ha (6.07Ac.)
TOTAL AREA	= 3.36ha. (8.30Ac.)

**PROPOSED MEDICAL FACILITY / HOSPITAL**

PAVED PARKING AREA	= 1.27ha. (3.14Ac.)
BUILDING & GROUNDS	= 3.54ha. (8.75Ac.)
TOTAL AREA	= 4.81ha. (11.89Ac.)

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ALLEY AREA	= 0.17ha. (0.41Ac.)
TOTAL AREA	= 7.41ha. (18.31Ac.)

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WEST ROAD R/W	= 1.33ha. (3.28Ac.)
RESIDENTIAL RD ROW	= 1.79ha. (4.43Ac.)
RESIDENTIAL ALLEY	= 0.17ha. (0.41Ac.)
EX. RES.RD ROW	= 0.90ha. (2.23Ac.)

**TOTAL LAND USE AREA = 18.29ha. (45.19Ac.)**

REVISION	DESCRIPTION	BY	APPD.	YR-MM-DD
0	DESCRIPTION	TB	GP	YR-MM-DD

**TECKERA**  
civil engineering consultants

#100 - 18130 105 AVE  
EDMONTON, AB.  
CANADA. T5S 2T4

PHONE:  
780-250-0899  
EMAIL:  
info@Teckera.ca

**LAND DEVELOPEMENT**

**CONCEPT PLAN**

NE9 106-15-W5M

LaCRETE, ALBERTA

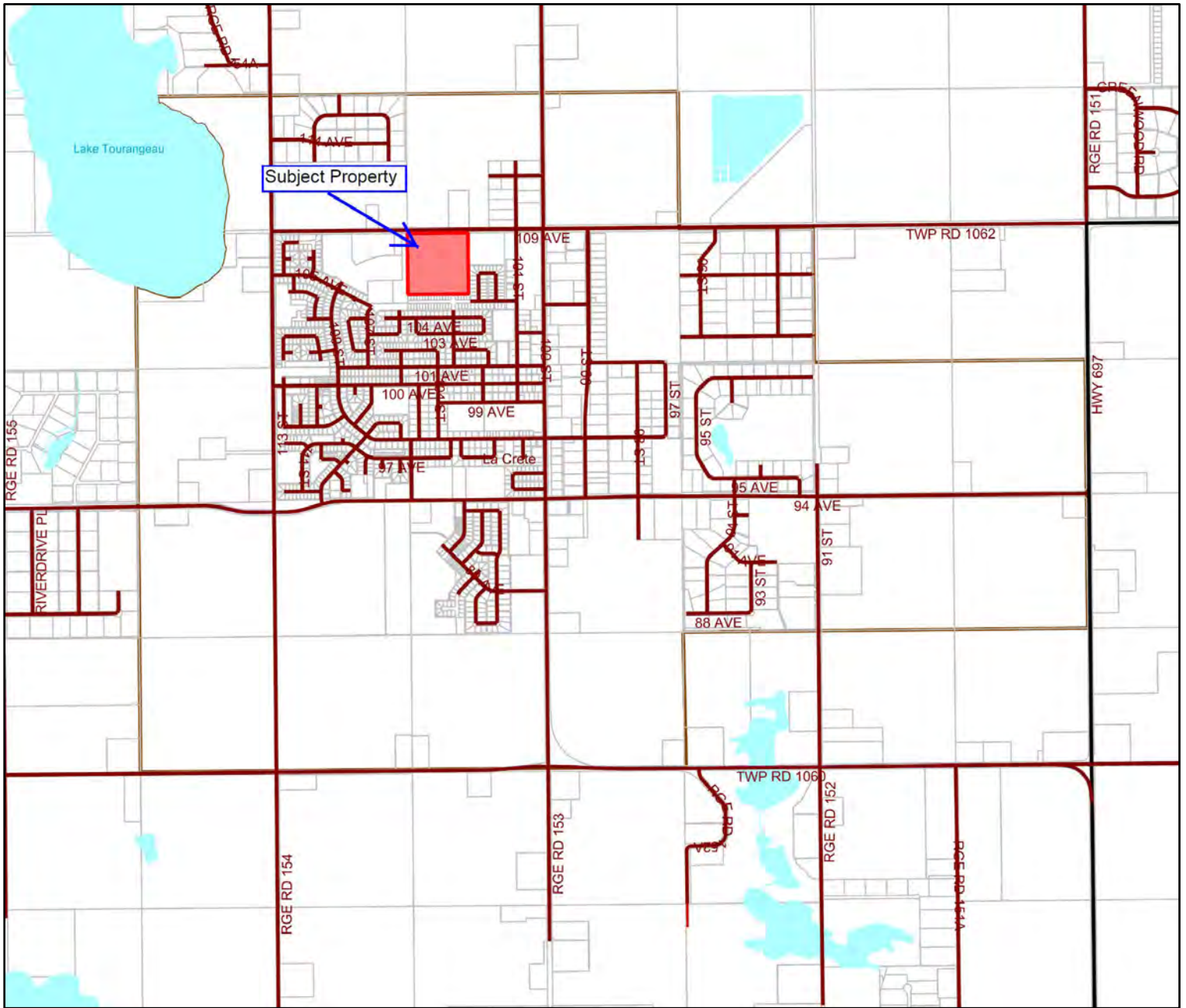
**CONCEPT SITE DEVELOPMENT**

DESIGNED	SCALE	DATE	CHECKED
GP	A1 = 1:1250 *11 X 17 = 1:2500	JUNE 2021	GP
DRAWN	PROFILE	PROJECT NO:	APPROVED
TB	N/A	21-40	GP

**C01**

DATE: June 30, 2021 PATH: S:\WP #2021\21-40 SITE DEVELOPMENT (W HARDY)\2 CAD\21-40 SITE DEVELOPMENT (W HARDY) (PRO) RD-JALING

# REZONING APPLICATION



File No. Bylaw 1234-21

#### Disclaimer

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**Mackenzie County**

**NOT TO SCALE**









Mackenzie County

## REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>August 18, 2021</b>
<b>Presented By:</b>	<b>Caitlin Smith, Manager of Planning &amp; Development</b>
<b>Title:</b>	<b>Bylaw 1235-21 Land Use Bylaw Amendment to Rezone NW 15-106-15-W5M from Agricultural “A” to Rural Industrial General “RIG”</b>

### BACKGROUND / PROPOSAL:

Administration has received a Land Use Bylaw Amendment application to rezone NW 15-106-15-W5M from Agricultural “A” to Rural Industrial General “RIG”. The subject lot is adjacent to the north boundary of the Hamlet of La Crete.

The developer has submitted a single lot subdivision application and plans to develop additional industrial lots in the future.

Currently, there are no Area Structure Plan reference to this specific location other than the 2020 La Crete Industrial Lands strategy. This entire parcel has been identified as proposed light industrial pocket as La Crete expands.

The proposed bylaw amendment was presented to the Municipal Planning Commission on July 29, 2021, where the following motion was made:

***MPC 21-07-120   MOVED by Jacquie Bateman***

*That the Municipal Planning Commission recommend to Council to APPROVE Bylaw 1235-21 being a Land Use Bylaw Amendment to Rezone NW 15-106-15-W5M from Agricultural “A” to Rural Industrial General “RIG”, subject to public hearing input.*

***CARRIED***

### OPTIONS & BENEFITS:

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

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

**COSTS & SOURCE OF FUNDING:**

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 sign on the subject property as per MGA requirements.

**POLICY REFERENCES:**

DEV007 Rural Development Standards

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That first reading by given to Bylaw 1235-21 being a Land Use Bylaw Amendment to Rezone NW 15-106-15-W5M from Agricultural “A” to Rural Industrial General “RIG”, subject to public hearing input.

Author:   N Friesen   Reviewed by:   C Smith   CAO:

**BYLAW NO. 1235-21**  
**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 future industrial development.

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

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

NW 15-106-15-W5M

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

READ a first time this \_\_\_\_ day of \_\_\_\_\_, 2021.

PUBLIC HEARING held this \_\_\_\_ day of \_\_\_\_\_, 2021

READ a second time this \_\_\_\_ day of \_\_\_\_\_, 2021.

READ a third time and finally passed this \_\_\_\_ day of \_\_\_\_\_, 2021.

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Josh Knelsen  
Reeve

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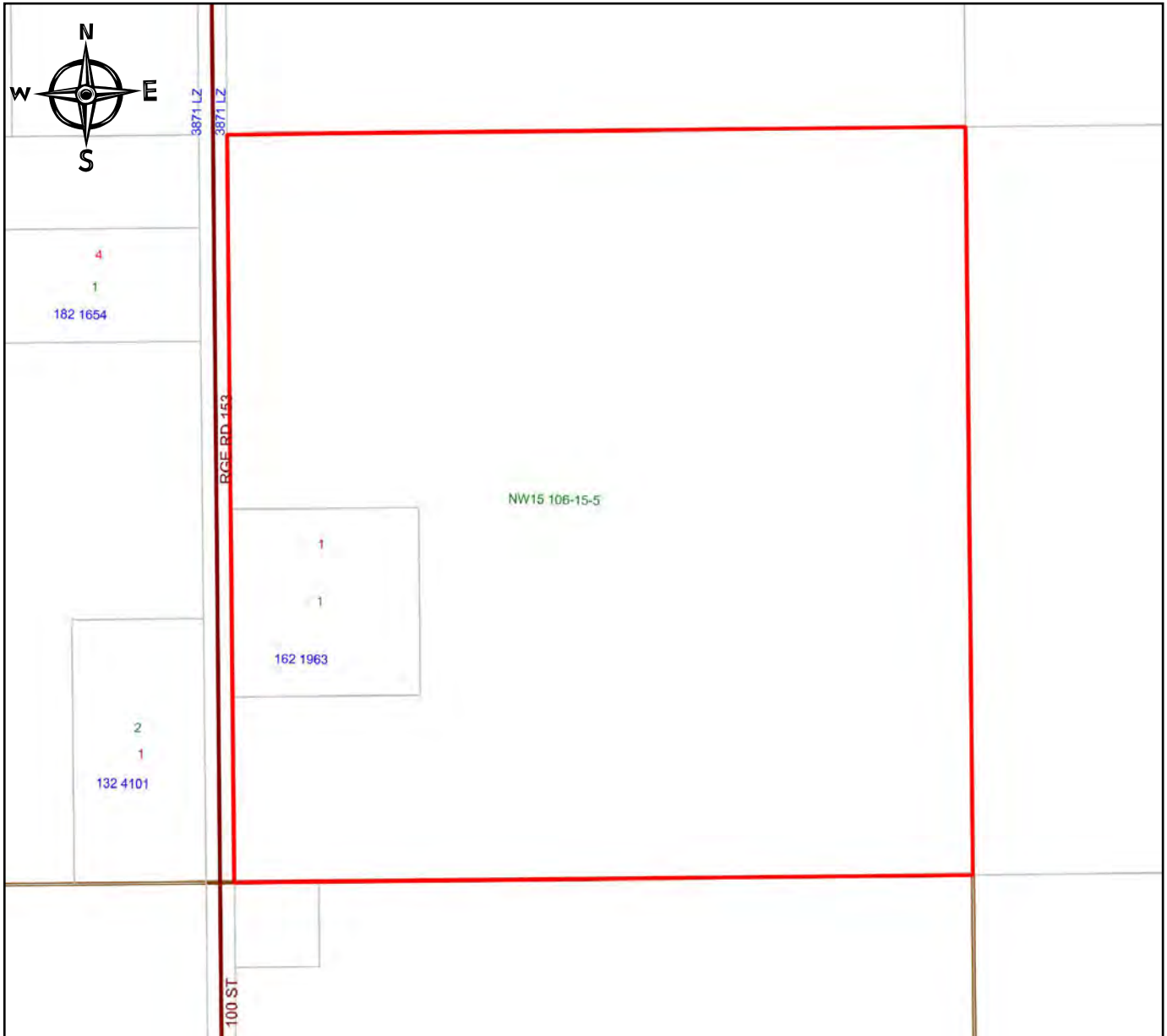
Len Racher  
Chief Administrative Officer

**BYLAW No. 1235-21**

**SCHEDULE "A"**

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

NW 15-106-15-W5M within Mackenzie County, be rezoned:



FROM: Agricultural "A"

TO: Rural Industrial General "RIG"

# LAND USE BYLAW AMENDMENT APPLICATION

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

NAME OF APPLICANT <i>George Fehr</i>		
ADDRESS <i>Box 330</i>		
CITY/TOWN <i>La Crete</i>		
POSTAL CODE (RES.) <i>T0H2H0</i>	PHONE <i>780-926-0973</i>	BUS.

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>NW</i>	<i>15</i>	<i>106</i>	<i>15</i>	<i>S</i>				

**LAND USE CLASSIFICATION AMENDMENT PROPOSED:**

FROM: *Agricultural "A"* TO: *Rural Industrial General "RIG"*

**REASONS SUPPORTING PROPOSED AMENDMENT:**

*- have a sale agreement to sell 10 acre of land for industrial use*

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

I/WE HAVE ENCLOSED THE REQUIRED APPLICATION FEE OF \$ *460 + Accounting + Sgst* RECEIPT NO. *Invoice*

\_\_\_\_\_  
APPLICANT SIGNATURE

*July 23, 2021*  
DATE

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

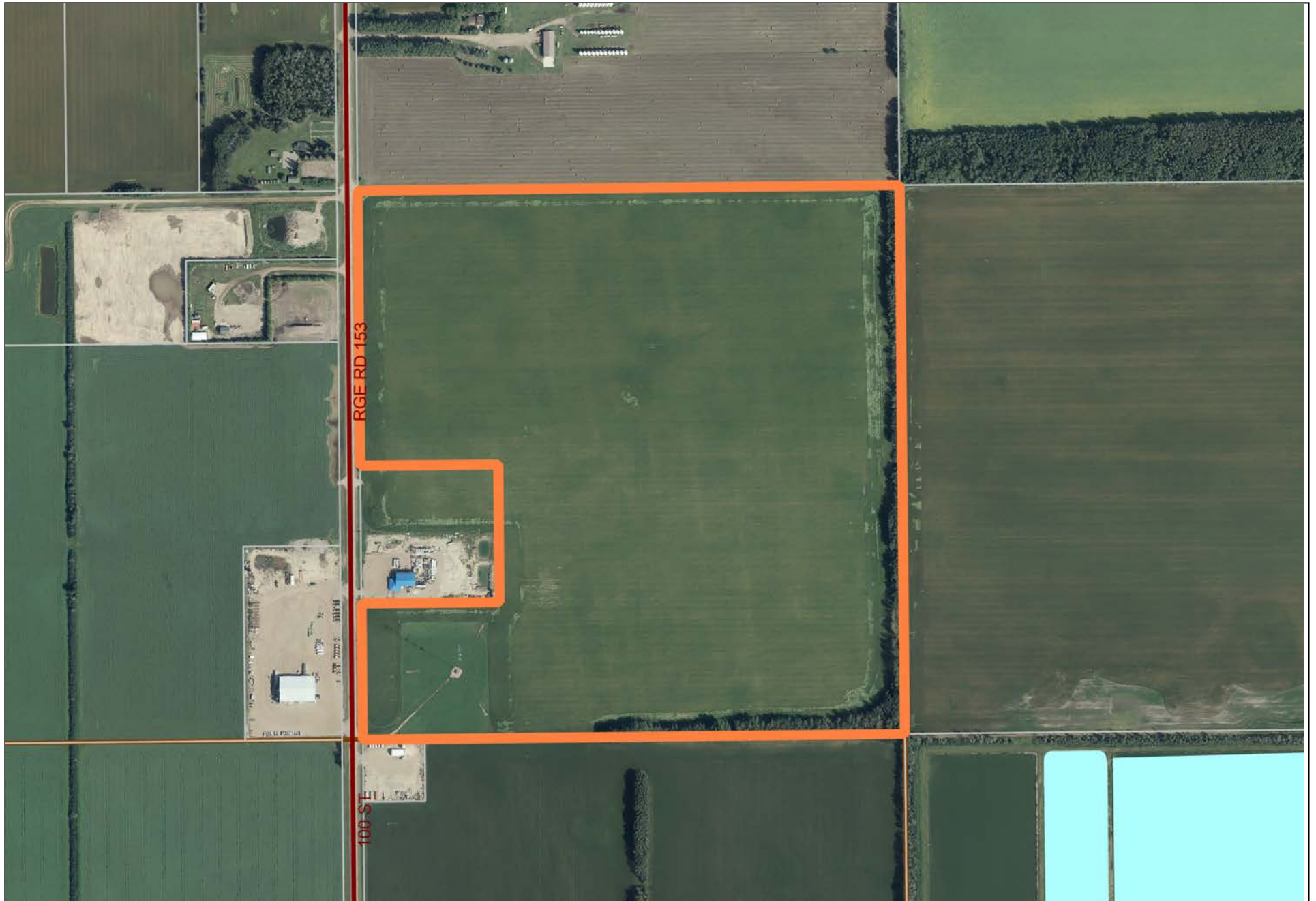
\_\_\_\_\_  
REGISTERED OWNER SIGNATURE

\_\_\_\_\_  
DATE

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



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

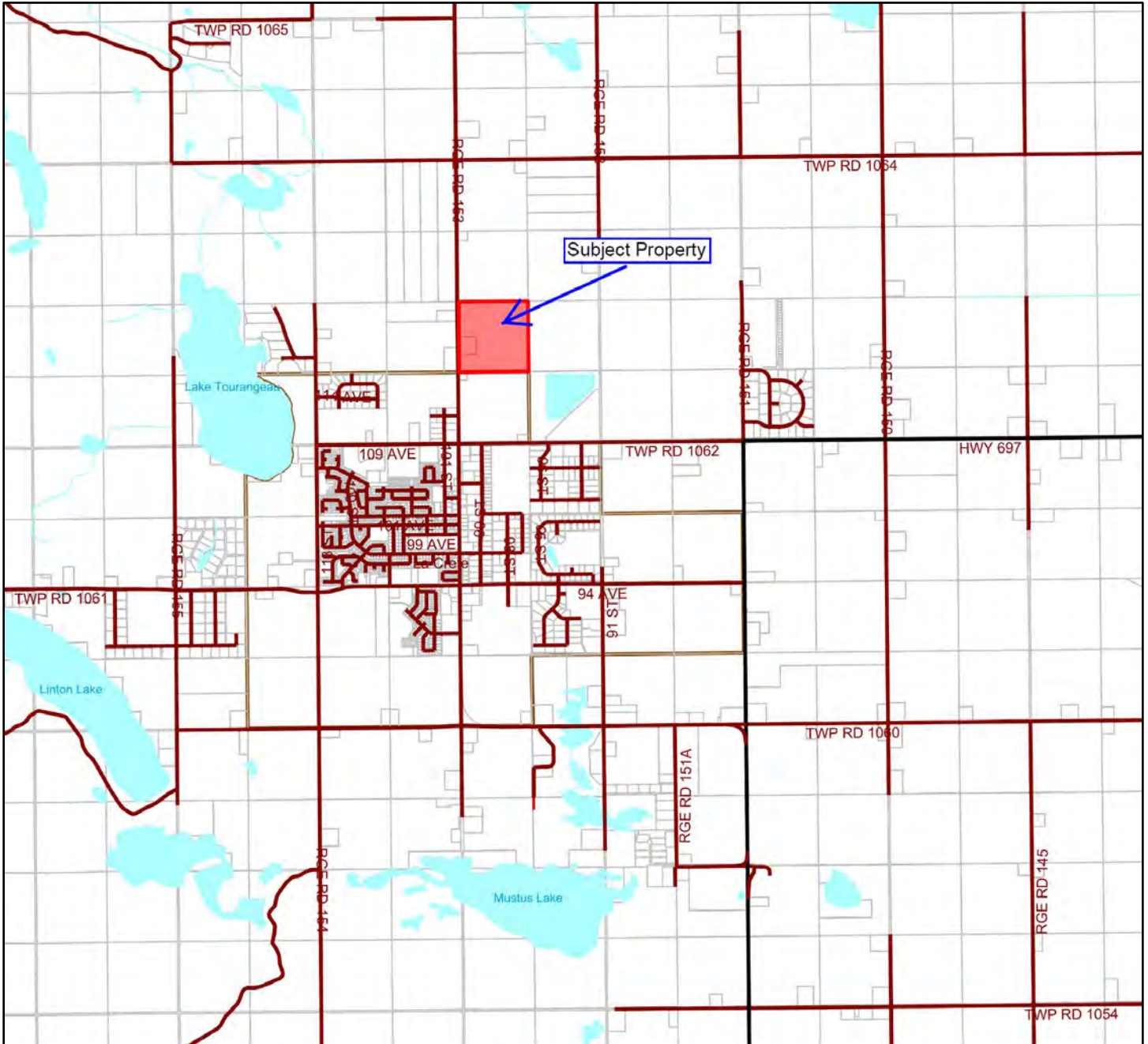


Mackenzie County

### Mackenzie County Bylaw 12xx-21

Date Created: 7/28/2021

# REZONING APPLICATION



File No. Bylaw 1235-21

## SCALE

Disclaimer

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



## Mackenzie County

NOT TO









**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>August 18, 2021</b>
<b>Presented By:</b>	<b>Caitlin Smith, Manager of Planning &amp; Development</b>
<b>Title:</b>	<b>Bylaw 1236-21 Land Use Bylaw Amendment to Rezone Part of NW 33-105-15-W5M from Agricultural “A” to Direct Control 1 “DC1”</b>

## **BACKGROUND / PROPOSAL:**

Administration has received a Land Use Bylaw Amendment application to rezone a portion of NW 33-105-15-W5M from Agricultural “A” to Direct Control 1 “DC1” The subject lot is adjacent to the south boundary of the Hamlet of La Crete.

The east side of the subdivision contains a residential dwelling. The area proposed to be rezoned is a portion of the subdivision where Prairie Packers is located. The owner would like to rezone in order to sell liquor out of their existing building. The applicant feels this would be a valuable addition to the area.

The subject land is not identified in the La Crete Area Structure Plan or La Crete Industrial Growth Strategy.

The proposed bylaw amendment was presented to the Municipal Planning Commission on July 29, 2021, where the following motion was made:

**MPC 21-07-122** *MOVED* by *Jacquie Bateman*

*That the Municipal Planning Commission recommend to Council to APPROVE Bylaw 1236-21 being a Land Use Bylaw Amendment to Rezone Part of NW 33-105-15-W5M from Agricultural “A” to Direct Control 1 “DC1”, 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:** \_\_\_\_\_

**COSTS & SOURCE OF FUNDING:**

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 sign on the subject property as per MGA requirements.

**POLICY REFERENCES:**

DEV007 Rural Development Standards

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That first reading be given to Bylaw 1236-21 being a Land Use Bylaw Amendment to Rezone Part of NW 33-105-15-W5M from Agricultural “A” to Direct Control 1 “DC1” to accommodate retail – liquor, subject to public hearing input.

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

**BYLAW NO. 1236-21**  
**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 Retail – Liquor.

**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 NW 33-105-15-W5M

Within Mackenzie County, be rezoned from Agricultural “A” to Direct Control 1 “DC1” to as outlined in Schedule “A” hereto attached.

READ a first time this \_\_\_\_ day of \_\_\_\_\_, 2021.

PUBLIC HEARING held this \_\_\_\_ day of \_\_\_\_\_, 2021

READ a second time this \_\_\_\_ day of \_\_\_\_\_, 2021.

READ a third time and finally passed this \_\_\_\_ day of \_\_\_\_\_, 2021.

---

Josh Knelsen  
Reeve

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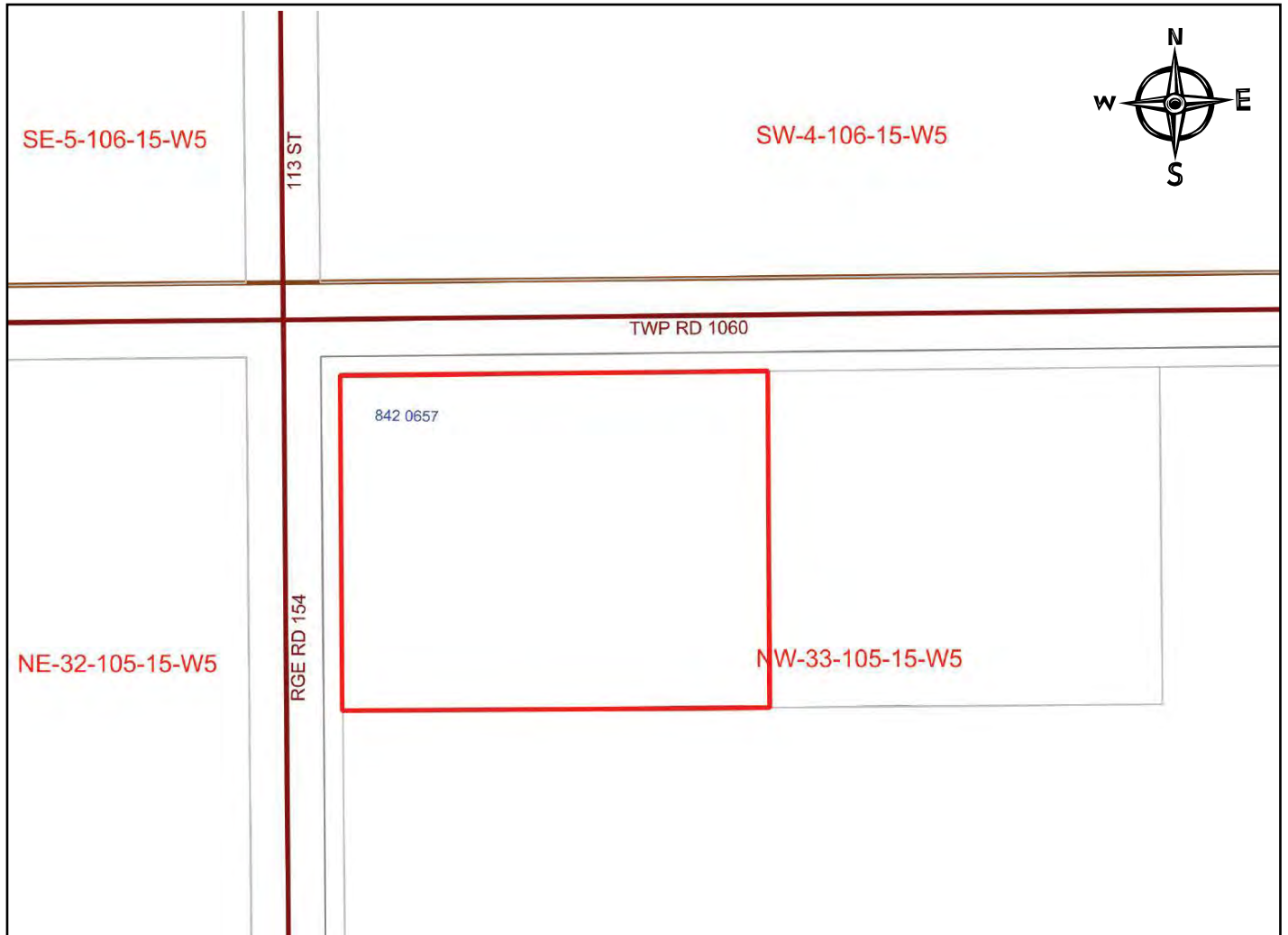
Len Racher  
Chief Administrative Officer

**BYLAW No. 1236-21**

**SCHEDULE "A"**

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

NW 33-105-15-W5M within Mackenzie County, be rezoned:



FROM: Agricultural "A"

TO: Direct Control 1 "DC1"

## Mackenzie County LAND USE BYLAW AMENDMENT APPLICATION

Name Of Applicant <i>Prairie Packers</i>		
Address: <i>Box 120</i>		
City/Town <i>La Crete, AB</i>		
Postal Code <i>T0H 2H0</i>	Phone	Cell <i>780-821-3256</i>

Complete only if different from Applicant

Name of Registered Owner <i>743091 AB Ltd / Karl T Driedger</i>		
Address: <i>Box 120</i>		
City/Town <i>La Crete, AB</i>		
Postal Code <i>T0H 2H0</i>	Phone	Cell <i>780-821-3256</i>

Legal Description of the Land Affected by the Proposed Amendment:

QTR./LS.	SEC.	TWP.	RANGE	M.	or	PLAN	BLK	LOT
<i>NW</i>	<i>33</i>	<i>105</i>	<i>15</i>	<i>W5</i>				

Civic Address: \_\_\_\_\_

Land Use Classification Amendment Proposed:

From: *Agricultural "A"* To: *Direct Control 1 "DC1"*

Reasons Supporting Proposed Amendment:

*See attached letter*

I have enclosed the required application fee of: *697<sup>00</sup>* Receipt No.: *273616*

\_\_\_\_\_  
Applicant Signature

*JULY 28 2021*  
Date

\_\_\_\_\_  
Registered Owner Signature

*JULY 28 2021*  
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.



July 28, 2021

La Crete Town Council

### **Application for a General Merchandise Liquid Store**

I am asking this committee to seriously consider my application to diversify my current business, with a much needed second stream of income, customers, and local support. As we are all aware of 2020 and how COVID has ONLY increased numerous of extreme changes and hardship for ongoing business. The crippling effect and roller coaster that this has caused me, with endless solutions. Government new daily rules and regulation, creating unbearable challenges.

Prairie Packers manufacturing abattoir facility (2015) has the current real estate space inside our existing shop, with coolers, parking, and located in County limits would require no external changes for my application, this would be the perfect marriage.

I would like to support locals, and incoming travellers, and to stay in our communicating instead of traveling and sourcing outside our city limits. Also, safety with regards to travel, and bringing more options to La Crete, my hometown.

I thank you all in advance for your time, and considering my application, and to keep our community strong and growing.

Yours Truly

Karl Driedger,

CEO | Prairie Packers Ltd.

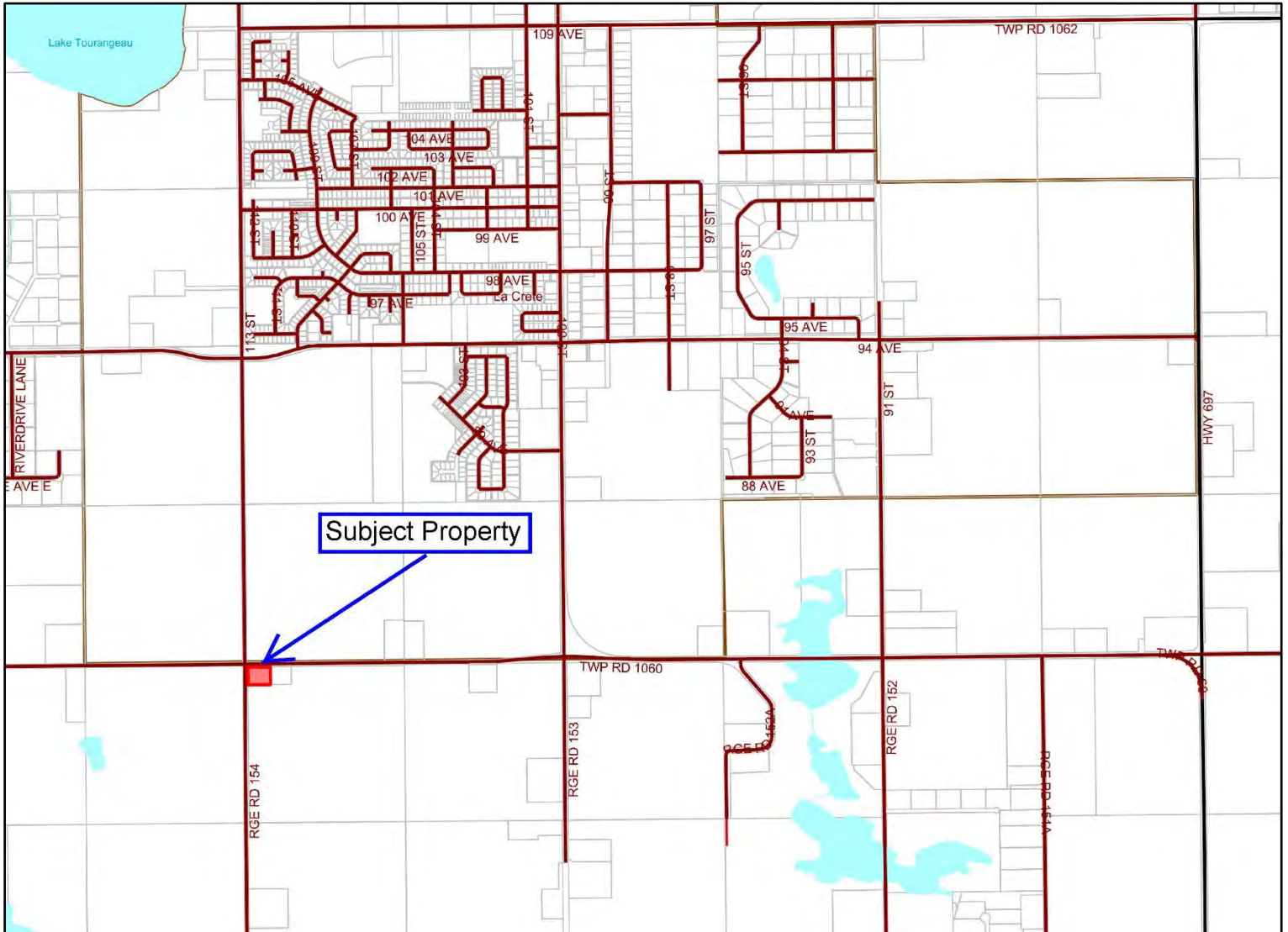


  
 Scale 1: 1,000

10 yd   
 10 m 

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# REZONING APPLICATION



File No. Bylaw 1236-21

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**Mackenzie County**

**NOT TO SCALE**







**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>August 18, 2021</b>
<b>Presented By:</b>	<b>Caitlin Smith, Manager of Planning &amp; Development</b>
<b>Title:</b>	<b>Bylaw 1237-21 to Amend Bylaw 1116-18 Lane Closure Within Plan 052 2360</b>

**BACKGROUND / PROPOSAL:**

Bylaw 1116-21 being a Road Closure Bylaw to close the lane lying within Plan 052 2360 for the purpose of consolidating the adjacent lots, received final reading by Council on June 10, 2020.

The Bylaw was part of a larger project for a developer who switched surveyors part way through the project. The Bylaw was rejected by Alberta Land Titles on July 29, 2021 due to an error in the description of the land which did not include the existing plan number and the included partial plan number was dependant on the project being completed in 2019.

Bylaw 1237-21 serves to amend this description from:

Area 'A' Plan 192 \_\_\_\_\_

As outlined on Plan 192 \_\_\_\_\_

To the following as suggested by Alberta Land Titles:

Plan 052 2360

All of lane

Excepting thereout all mines and minerals

**OPTIONS & BENEFITS:**

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

A corrected description is required for the lane closure to be registered at Alberta Land Titles.

**COSTS & SOURCE OF FUNDING:**

All cost will be borne by the applicant.

**SUSTAINABILITY PLAN:**

N/A

**COMMUNICATION / PUBLIC PARTICIPATION:**

This amendment does not change the intent of the Bylaw. The Bylaw does not need to be re-advertised or re-signed by the Minister of Transportation.

**POLICY REFERENCES:**

N/A

**RECOMMENDED ACTION:**

Motion 1

Simple Majority       Requires 2/3       Requires Unanimous

That first reading be given to Bylaw 1237-21 to amend the land description of Bylaw 1116-18 as required by Alberta Land titles.

Motion 2

Simple Majority       Requires 2/3       Requires Unanimous

That second reading be given to Bylaw 1237-21 to amend the land description of Bylaw 1116-18 as required by Alberta Land titles.

Motion 3

Simple Majority       Requires 2/3       Requires Unanimous

That consideration be given to go to third reading of Bylaw 1237-21 to amend the land description of Bylaw 1116-18 as required by Alberta Land titles.

Author: N Friesen      Reviewed by: C Smith      CAO: \_\_\_\_\_

Motion 4

Simple Majority       Requires 2/3       Requires Unanimous

That third reading be given to Bylaw 1237-21 to amend the land description of Bylaw 1116-18 as required by Alberta Land titles.

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



**BYLAW NO. 1237-21**  
**BEING A BYLAW OF**  
**MACKENZIE COUNTY**  
**IN THE PROVINCE OF ALBERTA**

**TO AMEND BYLAW 1116-18 BEING A BYLAW**  
**CLOSING A PORTION OF ROAD PLAN**

**WHEREAS**, pursuant to the provisions of the Municipal Government Act, Revised Statutes of Alberta, 2000, Chapter M-26, Sections 22, 24, and 606 and amendments thereto, Council may pass a bylaw for the purposes of closing a road;

**WHEREAS**, the Council of Mackenzie County passed all three readings of Bylaw 1116-18 closing a Public Lane as outlined in Schedule A attached hereto, and

**WHEREAS**, Bylaw 1116-18 required description amendments as specified by Alberta Land Titles Registries prior to registration, and

**NOW THEREFORE**, be it resolved that the Council of Mackenzie County does hereby amend the description in Bylaw 1116-18 to read as follows:

Plan 052 2360

All of lane

Excepting thereout all mines and minerals

READ a first time this \_\_ day of \_\_\_\_\_, 2021.

READ a second time this \_\_ day of \_\_\_\_\_, 2021.

READ a third time and finally passed this \_\_ day of \_\_\_\_\_ 2021.

---

Joshua Knelsen  
Reeve

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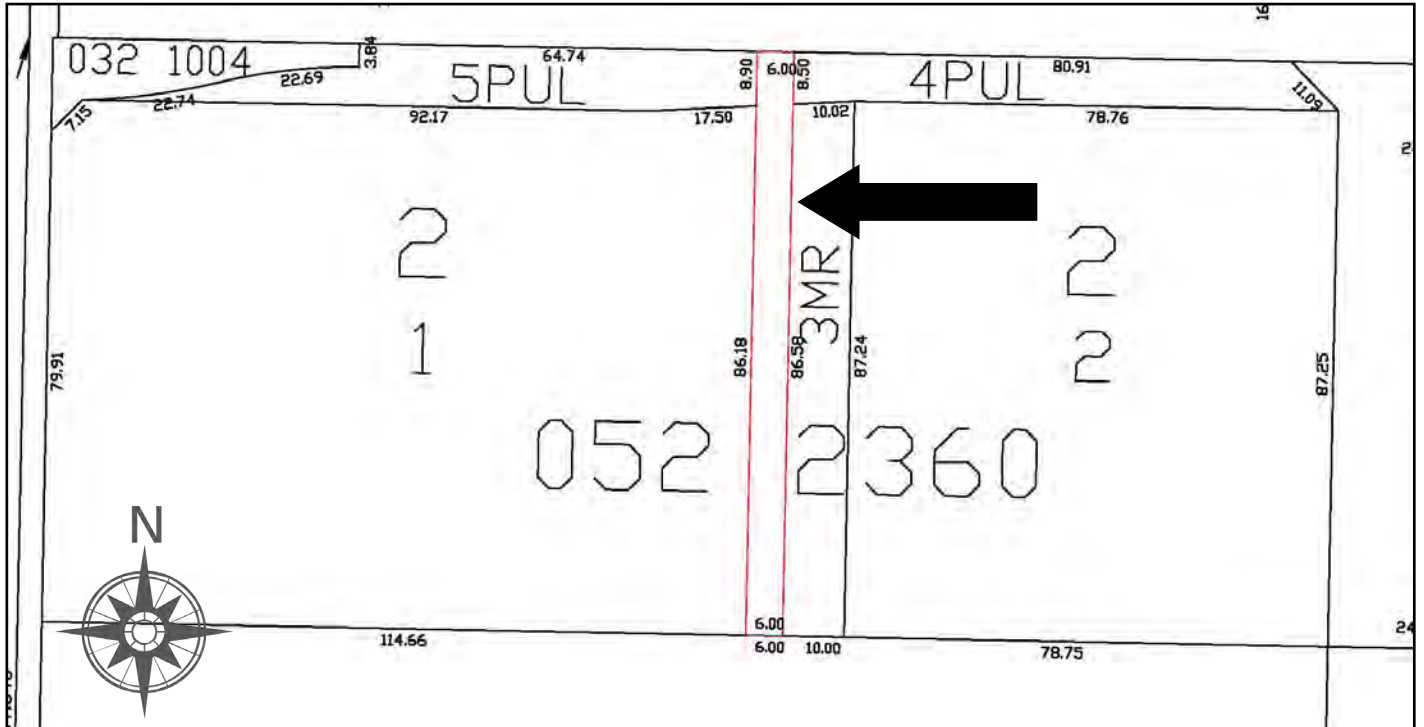
Lenard Racher  
Chief Administrative Officer

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

**SCHEDULE "A"**

**BYLAW No. 1237-21**

**Plan 052 2360**



==



Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>August 18, 2021</b>
<b>Presented By:</b>	<b>Caitlin Smith, Manager of Planning &amp; Development</b>
<b>Title:</b>	<b>100A Street Plan (La Crete)</b>

## BACKGROUND / PROPOSAL:

100A Street is located parallel to 100 Street, otherwise known as Main Street (arterial road) in the Hamlet of La Crete. 100A is a registered service road along the east side and separate from the 100 Street Right-of-Way.

In April of 2019 Council made the following motion:

**MOTION 19-04-247**      **MOVED** by Councillor Braun

*That the County secure a 40 meter right of way on 100<sup>th</sup> Street in La Crete for future main street widening and that administration move forward to close 100A Street.*

**CARRIED**

On January 27, 2021 Council held a Public Hearing for Bylaw 1203-20 to change the minimum setback along the east side of 100 Street in order to prevent development within the proposed future 100 Street corridor. No submissions were received and no opposition was brought forward at that time. The Bylaw was adopted with the following motion:

**MOTION 21-01-070**      **MOVED** by Councillor Braun

*That third and final reading be given to Bylaw 1203-20 being a Land Use Bylaw Amendment at Create a Zoning Overlay to Change the Minimum Setback Along 100 Street in the Hamlet of La Crete.*

**CARRIED**

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





Continue negotiations individually with landowners on the east side of 100 Street.

The County already owns a significant portion of the land necessary to widen 100 Street to the east. Very few lots east of 100 Street have been paved or greatly improved compared to the west side. Most lots which would be losing parking due to road widening also have a side yard which could be improved for parking. No buildings along the east side are encroaching on the proposed right-of-way.

**COSTS & SOURCE OF FUNDING:**

N/A

**SUSTAINABILITY PLAN:**

**COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

**POLICY REFERENCES:**

Mackenzie County Economic Development Strategy and Streetscape Design.

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the purchase of land along 100 Street in the Hamlet of La Crete be postponed until a road widening plan is approved and that a 10 m portion of the existing 100A Street corridor be subdivided at the cost of the buyer and sold to adjacent landowners for values as established by the Municipal Reserve Policy DEV005.

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





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>August 18, 2021</b>
<b>Presented By:</b>	<b>Caitlin Smith, Manager of Planning &amp; Development</b>
<b>Title:</b>	<b>Request to Waive Fees for Subdivision 44-SUB-21</b>

**BACKGROUND / PROPOSAL:**

Administration has received a request to waive a portion of subdivision fees for 44-SUB-21. A forty-seven (47) lot residential subdivision within the Hamlet of La Crete was approved by the Municipal Planning Commission on July 29, 2021, subject to Council requirement for fees

The developer plans to donate the remainder of the quarter section (11.89 acres) for a provincially and privately funded Medical Facility. In exchange for their generosity, the developer would like to have all Municipal Reserve and the Off-Site Levy Fees waived for the subdivision. The Municipal Planning Commission does not have the authority to waive fees so the enquiry must be decided upon by Council.

The subject area is identified as benefiting from four (4) existing Off-Site Levy Bylaws. The total Off-Site Levy Fees applicable to the developable area equals \$263,300.96. Council has the authority to waive these fees but must consider that they cannot be recovered elsewhere as the fees are established based on the amount of land benefiting from the applicable project.

As for the Municipal Reserve (MR), the title of the quarter section contains a deferred reserve caveat for 7.8 acres of Municipal and School Reserve and the additional MR owed for the quarter section is 3.27 acres. The total MR owed for the quarter section would be 11.07 acres or \$166,050.00 as established by Municipal Reserve Policy DEV005.

The purpose of Municipal Reserve and Municipal & School Reserve as stated in the Municipal Government Act s.671(2) is to allocate land to be used by the Municipality or the School Board for public parks, recreation areas, school board purposes, or separating areas of land being used for different purposes.

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

The MGA only requires School Reserve to be allocated when requested. The Fort Vermilion School Division was notified of the subdivision as part of the two (2) week circulation period, no response was received.

A medical facility does not fit within the definition of Municipal Reserve as described by the MGA or Municipal Reserve Policy DEV005 however the intention of Municipal Reserve is to allocate land for the betterment of the community. Council has the authority to waive MR requirements so long as they feel the development is serving the community's best interests.

**OPTIONS & BENEFITS:**

Option 1:

Waive all Off-Site Levy and Municipal Reserve fees for 44-SUB-21, residential subdivision, including the donated area.

Council has the authority to waive all subdivision fees and land allocation. The total consideration for this subdivision is approximately \$263,000 in Off-Site Levy fees and 11.07 acres in Municipal Reserve Land (7.8 acres deferred reserve plus 3.27 acres for the subject land) or \$166,050 to \$171,050 in Municipal Reserve Revenue.

Option 2:

Waive all Municipal Reserve Requirements for 44-SUB-21 on the condition that the remainder of the land be used to service the community as a medical facility.

The developer shall pay the Off-Site Levy fees for the residential development portion (44-SUB-21). Council would be waiving all fees for the donated parcel.

Option 3:

The developer shall pay Municipal Reserve and Off-Site levy fees for their portion of land.

Option 4:

The developer shall pay all fees associated at the time of development.

**COSTS & SOURCE OF FUNDING:**

Waiving Off-Site Levy Fees reduces the amount that can be recovered for those projects that have been competed previously and that will be completed in the future.

**SUSTAINABILITY PLAN:**

Author:     N Friesen     Reviewed by:     C Smith     CAO:

N/A

**COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

**POLICY REFERENCES:**

Municipal Reserve Policy DEV005

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

For discussion.

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





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>August 18, 2021</b>
<b>Presented By:</b>	<b>Caitlin Smith, Manager of Planning &amp; Development</b>
<b>Title:</b>	<b>IMPC Quorum Waiver</b>

## **BACKGROUND / PROPOSAL:**

At their July 7<sup>th</sup>, 2021 meeting, the Inter-Municipal Planning Commission (IMPC) requested that the IMPC Policies and Procedures be amended to include the ability for either Municipality (Town of High Level or Mackenzie County) to waive quorum, if at least one (1) Councillor from each Municipality is present at the IMPC meeting and both agree that the decision at hand warrants the ability to waive quorum.

Waiving quorum is an opportunity for the relatively minor Requests for Decision (RFDs) to be decided upon in a timely manner, even if quorum cannot be achieved.

At present, IMPC quorum consists of four (4) IMPC members; two (2) members appointed by the Town and two (2) appointed by the County.

To respond to the IMPC’s request, Administration suggests the following amendment to the Inter-Municipal Planning Commission Agreement, Schedule A1 “Inter-Municipal Planning Commission Policies and Procedures”:

### **4. QUORUM**

**4.1. Quorum shall consist of four Members, comprised of two Members appointed by the Town and two Members appointed by the County.**

**4.2. Quorum may be waived when at least one Councillor IMPC member from each Municipality is present, and both agree that the decision before them warrants the ability to waive quorum, to ensure a decision in a timely manner.**

Town of High Level Council presented the proposed amendment at their August 3<sup>rd</sup>, 2021 meeting where they moved to approve the change, subject to approval by Mackenzie County Council.

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

**OPTIONS & BENEFITS:**

Option 1:

That Council approve the amendment to the Inter-Municipal Planning Commission Agreement as presented, granting Council IMPC members the ability to waive quorum for the purpose of providing decisions in a timely manner.

Option 2:

That Council not approve the amendment to the Inter-Municipal Planning Commission Agreement.

**COSTS & SOURCE OF FUNDING:**

N/A

**SUSTAINABILITY PLAN:**

N/A

**COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

**POLICY REFERENCES:**

Inter-Municipal Planning Commission Agreement (IMPC): October 30<sup>th</sup>, 2009

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the Inter-Municipal Planning Commission Agreement, Schedule A1 “Inter-Municipal Planning Commission Policies and Procedures” be amended as presented.

Author:   N Friesen        Reviewed by:   C Smith        CAO:





**Mackenzie County**

## REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>August 18, 2021</b>
<b>Presented By:</b>	<b>Byron Peters, Deputy CAO</b>
<b>Title:</b>	<b>La Crete Off-Site Levy Fees Subsidy</b>

### **BACKGROUND / PROPOSAL:**

The La Crete Off-Site Levy consolidating Bylaw 1231-21 received first reading on June 23, 2021. Since then, a stakeholder engagement was held to gauge opinions from local developers. Administration received the consistent feedback from developers that the County should subsidize the costs of infrastructure improvements. The primary argument that the development community provides is that the infrastructure needs to be subsidized because they anticipate a change in the ownership and built form in the community if land prices increase too much. Administration does not disagree with the argument, but have not researched what impacts may occur at what price point in relation to the average local income. Currently, a majority of the fees within the bylaw will be paid by developers.

Below are the per hectare Off-Site levy fees established by Bylaw 1231-21 as well as the fees if the County were to subsidize 15%, 20%, 25%, & 30% of the costs:

Levy	Catchment Area	Rate (\$/hectare)	15% Subsidy	20% Subsidy	25% Subsidy	30% Subsidy
Transportation	1	\$933	\$793	\$746	\$700	\$653
	2	\$0				
Water	N/A	\$5,862	\$4,983	\$4,690	\$4,397	\$4,104
Sanitary Sewer	1	\$12,167	\$10,342	\$9,734	\$9,125	\$8,517
	2	\$19,920	\$16,932	\$15,936	\$14,940	\$13,944
	3	\$23,992	\$20,393	\$19,194	\$17,994	\$16,794
Storm Sewer	1	\$10,795	\$9,176	\$9,636	\$8,096	\$7,557
	2	\$0				
LPS Connection	N/A	\$2,706	\$2,300	\$2,165	\$2,030	\$1,894

Below are the total Off-Site levy fees established by Bylaw 1231-21 with the comparable recoverable amount at 15%, 20%, 25%, & 30% subsidy:

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

Levy	Catchment Area	Total Cost of Project	15% Subsidy	20% Subsidy	25% Subsidy	30% Subsidy
Transportation	1	\$70,000	\$59,500	\$56,000	\$52,500	\$49,000
	2	\$0				
Water	N/A	\$1,431,000	\$1,216,350	\$1,144,800	\$1,073,250	\$1,001,700
Sanitary Sewer	1	\$6,569,942	\$5,584,451	\$5,255,954	\$4,927,456	\$4,598,960
	2	\$10,239,000	\$8,703,150	\$8,191,200	\$7,679,250	\$7,167,300
	3	\$12,284,000	\$10,441,400	\$9,827,200	\$9,213,000	\$8,598,800
Storm Sewer	1	\$2,353,200	\$2,000,220	\$1,882,560	\$1,764,900	\$1,647,240
	2	\$0				
LPS Connection	N/A	\$2,858,000	\$2,429,300	\$2,286,400	\$2,143,500	\$2,000,600
Total Cost Recoverable		\$35,805,142	\$30,434,371	\$28,644,114	\$26,853,856	\$25,063,600
Total Subsidy			\$5,370,771	\$7,161,028	\$8,951,286	\$10,741,542

It is important for Council to note that the values listed in the above table represent the most optimistic outcomes and future inflation is not considered. In reality, not all benefiting land will be developed in the 20-year time frame estimated by the Off-Site Levy Bylaw.

Municipalities tend to introduce subsidies as a way to incentivize development. Currently, La Crete has a thriving and vibrant development community.

As stated by Canadian Institute of Planners, the average cost of offsite levies in Canada are about 2.5% - 5% of the price for a new house and lot. This would mean that levies in the range of \$15,000 to \$30,000 per lot would be within the normal range.

The current levies as calculated are within \$25,000 to \$35,000 per hectare, which will work out to about \$7,000 per residential lot (depending on location and lot sizing). \$7,000 in Off-Site levies would equal about 2.3% of a property valued at \$300,000 which is still below the Canadian average.

Administration is also working to establish a policy for reimbursing developers for over-payment of Off-Site Levy Fees once projects have been completed and actual costs are established.

### **OPTIONS & BENEFITS:**

#### Option 1:

That the County not subsidize the costs of Off-Site Infrastructure Improvements.

Developers will be required to pay all applicable Off-Site Levy fees at the subdivision stage.

#### Option 2:

Author: N Friesen Reviewed by: C Smith CAO: \_\_\_\_\_

That the County subsidize 15% of the costs of Off-Site Infrastructure Improvements.

Developers will only be required to pay 85% of applicable Off-Site Levy fees. The County will absorb a loss of, at minimum \$5,370,771 once all Off-Site Levy fees have been collected.

Option 3:

That the County subsidize 30% of the costs of Off-Site Infrastructure Improvements.

Developers will only be required to pay 70% of applicable Off-Site Levy fees. The County will absorb a loss of, at minimum \$10,741,542 once all Off-Site Levy fees have been collected.

**COSTS & SOURCE OF FUNDING:**

Mackenzie County will need to allocate funds in order to subsidize and cover the cost for debenture.

**SUSTAINABILITY PLAN:**

**Goal E26** That Mackenzie County is prepared with infrastructure and services for a continually growing 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 C5** The County continues to provide high quality utility services (water distribution and treatment as well as waste water collection and treatment) and ensures that they:

- Are available in each hamlet,
- Meet quality standards consistent with current national standards and demand,
- Are stable and reliable,
- Are each financially self-sustaining at both operational and capital levels.

**COMMUNICATION / PUBLIC PARTICIPATION:**

Public engagement sessions were held in La Crete on April 22<sup>nd</sup> and July 20<sup>th</sup>. A public hearing will be advertised prior to the second reading of the bylaw.

**POLICY REFERENCES:**

Policy ADM056 Public Participation  
Municipal Government Act  
Offsite Levies Regulation

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

**RECOMMENDED ACTION:**

For discussion.

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



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>August 18, 2021</b>
<b>Presented By:</b>	<b>Carrie Simpson, Director of Legislative &amp; Support Services</b>
<b>Title:</b>	<b>Appointment of Assessment Review Board Clerk</b>

**BACKGROUND / PROPOSAL:**

Mackenzie County has a bylaw in place establishing the Assessment Review Boards. Bylaw 1106-18 states that the Clerk(s) of the Board shall be appointed by resolution of Council and shall not be a member of the Board.

“Clerk” means a designated officer appointed by Council to carry out the duties and functions of the Clerk of the assessment review board as required under section 456 of the Municipal Government Act.

Carrie Simpson has completed the Assessment Review Board Clerk Training

**OPTIONS & BENEFITS:**

**COSTS & SOURCE OF FUNDING:**

**SUSTAINABILITY PLAN:**

**COMMUNICATION:**

Municipal bylaws are available online.

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

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That Carrie Simpson be appointed as a designated officer for the purpose of acting as the Clerk of the Assessment Review Board for Mackenzie County.

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



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>August 18, 2021</b>
<b>Presented By:</b>	<b>Byron Peters, Director of Projects and Infrastructure Deputy Chief Administrative Officer</b>
<b>Title:</b>	<b>Alberta Recreation &amp; Parks Association Conference</b>

## **BACKGROUND / PROPOSAL:**

Alberta Recreation & Parks Association is hosting the 2021 conference in Person on October 28 - 30 in Lake Louise and virtually on November 2- 4.

## **OPTIONS & BENEFITS:**

Registration cost for attending conference virtually - \$145, plus daily per diem.

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

## **SUSTAINABILITY PLAN:**

## **COMMUNICATION / PUBLIC PARTICIPATION:**

## **POLICY REFERENCES:**

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

**RECOMMENDED ACTION:**

Simple Majority

Requires 2/3

Requires Unanimous

For Discussion.

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





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>August 18, 2021</b>
<b>Presented By:</b>	<b>Byron Peters, Director of Projects and Infrastructure Deputy Chief Administrative</b>
<b>Title:</b>	<b>High Level Agricultural Society Sponsorship Request</b>

## **BACKGROUND / PROPOSAL:**

The High Level Agricultural Society submitted a letter of request for sponsorship for the 2021 Extreme Indian Relay Racing Finals on September 18 & 19, 2021.

Letter of request is attached.

## **OPTIONS & BENEFITS:**

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

## **SUSTAINABILITY PLAN:**

## **COMMUNICATION / PUBLIC PARTICIPATION:**

## **POLICY REFERENCES:**

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

**RECOMMENDED ACTION:**

- Simple Majority       Requires 2/3       Requires Unanimous

That Mackenzie County sponsor High Level Agricultural Society in the amount of \$5000 for the 2021 Extreme Indian Relay Racing Finals.

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

HIGH Level Agricultural Society

Box 1530

High Level, Alberta T0H 1Z0

August 11 2021

The High Level Agricultural Society has rescheduled the races that were cancelled due to rain and the 51<sup>st</sup> Annual rodeo. Those races being the ¼ mile flat race, Junior Walk, Trot & Run, and the Indian Wagon Races. Along with the rescheduled races we have also been privileged with the hosting the 2021 Extreme Indian Relay Racing Finals on September 18 & 19 at the High Level Rodeo grounds. The Extreme Indian Relay racers come from mainly Treaty 6 territory, however there are some teams from Saskatchewan and the USA. It will be a very exciting event to see, as these teams have not yet travelled this far up north to complete. This event requires a purse of \$40,000 to host, as such we are currently seeking sponsors of \$5000 to help with the costs of hosting the event. If your company or organization is interested in being one of the sponsors of the event, or if you require further information, please call Jacquie @ 780-926-6526.

Thank You



Jacquie Bateman





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>August 18, 2021</b>
<b>Presented By:</b>	<b>Byron Peters, Director of Projects and Infrastructure Deputy Chief Administrative Officer</b>
<b>Title:</b>	<b>Alberta Metis Association General Assembly</b>

**BACKGROUND / PROPOSAL:**

Councillor Jorgensen was invited to attend the Alberta Metis Association 93<sup>rd</sup> Annual General Assembly August 19-22, 2021 in Smoky Lake.

Invitation and event poster attached.

**OPTIONS & BENEFITS:**

**COSTS & SOURCE OF FUNDING:**

**SUSTAINABILITY PLAN:**

**COMMUNICATION / PUBLIC PARTICIPATION:**

**POLICY REFERENCES:**

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

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That Councillor Jorgensen be authorized to attend the Alberta Metis Association 93rd Annual General Assembly August 19-22, 2021 in Smoky Lake.

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

## Colleen Sarapuk

---

**From:** Eric Jorgensen  
**Sent:** August 12, 2021 3:45 PM  
**To:** Len Racher; Josh Knelsen; Colleen Sarapuk  
**Subject:** Fwd: Metis Nation of Alberta Annual General Assembly  
**Attachments:** AGA21-Poster\_V3.pdf

Sent from my smartphone

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**From:** Tricia Frank <tfrank@metis.org>  
**Sent:** Thursday, July 22, 2021, 11:26 a.m.  
**To:** eric@mackenziecounty.com  
**Subject:** Metis Nation of Alberta Annual General Assembly

Good morning Eric,

Region 6 President, Carol Ridsdale wishes to extend an invitation to you to attend the 93<sup>rd</sup> Annual General Assembly for the Metis Nation of Alberta on August 19-22, 2021 at Metis Crossing in Smoky Lake. I have attached a copy of the poster for the event for your information. If you have any additional questions, please let me know and I will be happy to help!

Hope to see you there!



**Tricia Frank**  
**Executive Administration Assistant**  
**Region 6**

T: 780-624-4219 • Toll-Free: 1-800-668-5319  
Fax: 780-624-3477  
tfrank@metis.org

**The Métis Nation of Alberta · Region 6**  
9621 - 90 Avenue  
Peace River, AB  
T8S 1G8  
albertametis.com

# Honouring Our Métis Veterans

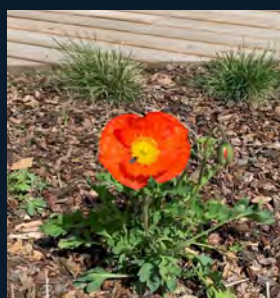


— 93RD ANNUAL —

## GENERAL ASSEMBLY

**AUGUST 19-22, 2021**

**MÉTIS CROSSING, SMOKY LAKE, AB**



The 92nd Annual General Assembly was cancelled due to the COVID-19 pandemic.  
***We look forward to celebrating our 93rd year in person this August!***



**FOR DETAILS VISIT [ALBERTAMETIS.COM/EVENTS](https://albertametis.com/events)**





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>August 18, 2021</b>
<b>Presented By:</b>	<b>Caitlin Smith, Manager of Planning &amp; Development</b>
<b>Title:</b>	<b>Inter-municipal Planning Commission Meeting Minutes</b>

**BACKGROUND / PROPOSAL:**

The unapproved minutes of the July 7, 2021 Inter-municipal Planning Commission meeting are attached.

**OPTIONS & BENEFITS:**

N/A

**COSTS & SOURCE OF FUNDING:**

N/A

**SUSTAINABILITY PLAN:**

N/A

**COMMUNICATION:**

N/A

**Author:** K. Unrau      **Reviewed by:** \_\_\_\_\_      **CAO:** \_\_\_\_\_

**RECOMMENDED ACTION:**

- Simple Majority       Requires 2/3       Requires Unanimous

That the Inter-municipal Planning Commission meeting minutes of July 7, 2021 be received for information.

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

## INTER – MUNICIPAL PLANNING COMMISSION MEETING

Tuesday, July 7, 2021

6:00 p.m.

via Zoom

**PRESENT:** Mike Morgan Chair, Councillor – Town of High Level  
Jacquie Bateman Councillor – Mackenzie County  
William Driedger Vice Chair, Member at Large – Mackenzie County

**ADMINISTRATION:** Hayley Gavin Land Use & Planning Manager  
(Town of High Level) Zachary Mezzatesta Land Use & Planning Officer

(Mackenzie County) Caitlin Smith Manager of Planning & Development

**ABSENT:** David Driedger Councillor – Mackenzie County  
Brent Anderson Councillor – Town of High Level

### MOTION

#### 1. CALL TO ORDER

Mike Morgan called the meeting to order at 6:01 p.m.

#### 2. ADOPTION OF AGENDA

**IMPC 21-07-001** **MOVED** by William Driedger

That the agenda be adopted as presented.

**CARRIED**

#### 3. MINUTES

##### a) Inter-Municipal Planning Commission Meeting Minutes

**IMPC 21-07-002** **MOVED** by Jacquie Bateman

That the minutes of the April 15, 2021 Inter-Municipal Planning Commission meeting be adopted as presented.

**CARRIED**

#### 4. DELEGATIONS

None.

#### 5. BUSINESS

**a) Water and Sewer Application  
091-DP-21 Sheldon and Tina Neustater  
Plan 072 2976; Block 1; Lot 6 (North of High Level)**

**IMPC 21-07-003**      **MOVED** by Jacquie Bateman

That Inter-Municipal Planning Commission approves the Water Connection for Development Permit 091-DP-21 in the name of Sheldon and Tina Neustater on Plan 072 2976; Block 1; Lot 6 with the conditions as presented in Schedule A of the Request For Decision.

**CARRIED**

**6. MEETING DATE DATES**

To be decided.

**7. ADJOURNMENT**

**IMPC 21-07-004**      **MOVED** by William Driedger

That the Inter-Municipal Planning Commission Meeting be adjourned at 6:15 p.m.

**CARRIED**

These minutes were adopted this \_\_\_\_\_.

\_\_\_\_\_  
Chair

**The Inter-Municipal Planning Commission (IMPC) directed Administration to amend the existing IMPC Agreement to include a clause regarding the ability for either Municipality to waive quorum for IMPC business. Administrations will take a revised agreement to their respective Council's for approval.**



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>August 18, 2021</b>
<b>Presented By:</b>	<b>Caitlin Smith, Director of Planning &amp; Development</b>
<b>Title:</b>	<b>Municipal Planning Commission Meeting Minutes</b>

## **BACKGROUND / PROPOSAL:**

The minutes of the July 29, 2021 Municipal Planning Commission meeting are attached.

## **OPTIONS & BENEFITS:**

N/A

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

N/A

## **SUSTAINABILITY PLAN:**

N/A

## **COMMUNICATION:**

N/A

**Author:** K. Unrau      **Reviewed by:** \_\_\_\_\_      **CAO:** \_\_\_\_\_

**RECOMMENDED ACTION:**

- Simple Majority       Requires 2/3       Requires Unanimous

That the Municipal Planning Commission meeting minutes of July 29, 2021 be received for information.

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

**MACKENZIE COUNTY  
Municipal Planning Commission Meeting**

**Mackenzie County Office  
Fort Vermilion, AB**

**Thursday, July 29, 2021 @ 8:30 a.m.**

**PRESENT:** Beth Kappelar Vice Chair, MPC Member (virtual)  
David Driedger Councillor, MPC Member (arrived @ 9:06 a.m.)  
Jacquie Bateman Councillor, MPC Member (virtual)  
Tim Driedger MPC Member

**REGRETS:** Erick Carter Chair, MPC Member

**ADMINISTRATION:** Caitlin Smith Manager of Planning and Development  
Nicole Friesen Development Officer  
Madison Dyck Development Officer  
Ryleigh-Raye Wolfe Environmental Planner  
Kristyn Unrau Administrative Assistant/Recording Secretary

**MOTION**

**1. CALL TO ORDER**

Beth Kappelar called the meeting to order at 8:52 a.m.

**2. ADOPTION OF AGENDA**

**MPC 21-07-109 MOVED** by Tim Driedger

That the agenda be adopted as presented.

**CARRIED**

**3. MINUTES**

**a) Adoption of Minutes**

**MPC 21-07-110 MOVED** by Jacquie Bateman

That the minutes of the July 15, 2021 Municipal Planning Commission meeting be adopted as presented.

**CARRIED**

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**4. TERMS OF REFERENCE**

For Information.

**5. DEVELOPMENT**

- a) **193-DP-21 William Peters  
Shop – Personal with 20% Height Variance in “H-CR”  
Plan 122 2096; 5; 11 (9919 93 Street) (La Crete)**

**MPC 21-07-111 MOVED** by Tim Driedger

That Development Permit 193-DP-21 in the name of William Peters 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 20% Height Variance for the Shop-Personal is hereby granted. The maximum exterior height from grade to peak shall not exceed 7.3 meters (24 feet) in height and be a maximum of 1 storey.**
2. Minimum building setbacks:
  - a. 15.2 meters (50 feet) front yard;
  - b. 4.6 meters (15 feet) side yards; and
  - c. 7.6 meters (25 feet) rear yard; from the property lines.
3. **The Shop-Personal shall meet all National Building Code 2019 Alberta Edition requirements for Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.**
4. The architecture, construction materials and appearance of 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 maximum area of the shop shall be 223 square meters (2,400 square feet).**
6. The Shop - Personal shall not be accessed from the back alley.
7. **This Shop is approved for personal purposes only and no commercial activity is permitted in this building. Should the**



**applicant change the intention of this building a new development permit is required.**

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 to Construct an Access form by contacting the Operations 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 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) **196-DP-21 Simon Driedger  
Shop – Personal with 20% Height Variance & 17% Size  
Variance in “RCR3” Plan 042 3012; 1; 19  
(417 River Drive Avenue East)**

**MPC 21-07-112** **MOVED** by Jacquie Bateman

That Development Permit 196-DP-21 in the name of Simon Driedger 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 20% Height Variance for the Shop-Personal is hereby granted. The maximum exterior height from grade to peak shall not exceed 7.27 meters (24 feet) in height and be a maximum of 1 storey.**
2. Minimum building setbacks:
  - a. 15.2 meters (50 feet) front yard;
  - b. 7.6 meters (25 feet) side yards; and
  - c. 7.6 meters (25 feet) rear yard; from the property lines.

3. **This Shop is approved for personal purposes only and no commercial activity is permitted in this building. Should the applicant change the intention of this building a new development permit is required.**
4. **The Shop-Personal shall meet all National Building Code 2019 Alberta Edition requirements for Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.**
5. **A 17% Size Variance for the Shop-Personal is hereby granted. The maximum area of the Shop-Personal shall be 260 square meters (2,800 square feet).**
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 basement or below grade developments shall have an operational sump pump.
8. All sewage disposals shall conform to the Alberta Private Sewage Systems Stand of Practice 2015.
9. Any doors, windows and other openings to any DEVELOPMENT shall be at the same or greater elevation as the downstream ROAD centerline elevation to avoid overland flood damage, water seepage and other water related damage.
10. Any permanent buildings on the property must be constructed 2 % greater than the grade of the road.
11. **This permit approval is subject to the access to the property being constructed to County standards.** PRIOR to installation of a new access or changing location of existing access, complete a Request to Construct an Access form by contacting the Operations Department for Mackenzie County at (780) 928-3983. Access to be constructed at the developers' expense.
12. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to

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ensure that no construction or development is completed on any utility right-of-way.

13. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
14. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

## CARRIED

### 6. SUBDIVISIONS

- a) **35-SUB-21 William & Ruth Janzen  
45.22 acre Rural Multi - Lot Subdivision (11 lots)  
Plan 962 2181; 1; 1 (NW 29-106-15-W5M) (North La Crete)**

### **MPC 21-07-113** **MOVED** by Jacquie Bateman

That Subdivision Application 35-SUB-21 in the name of William & Ruth Janzen on Plan 962 2181, Block 1, Lot 1 (Part of NW 29-106-15-W5M) be APPROVED with the following conditions:

1. This approval is for an eleven (11) lot rural subdivision totalling 42.67 acres (17.27 hectares).
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) **That a portion of the lands be dedicated as Environmental Reserve for the purpose of preserving the water bodies along the north boundary and through Plan 962 2181, Block 1, Lot 1;**
  - b) 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 2% above the grade of the road.**
  - c) **Mitigation measures must be in place in other to**

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**avoid water damage from potential pluvial flooding;**

- 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 for the whole quarter section. Contact Planning and Development staff at (780)928-3983 to discuss the requirements for your subdivision;**
- g) Provision of internal roads, sidewalks and other infrastructure as required by the County in accordance to Mackenzie County Engineering Guidelines and at the Developers expense, such construction of roads to serve the lots to be created by the subdivision;
- h) The developer is responsible for submitting a concept plan that includes road widening, Right-of-Ways, As-Builts to the County for review;
- i) Provision of access to lots being created by the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developers' expense. This requirement is in accordance with Mackenzie County's Rural Road, Access Construction and Surface Water Management Policy No. PW039;
- j) Engineered signage package, Provision of utilities (power, gas, telephone, etc.) to each lot. Such utilities to be provided in a location and to a standard to be approved by the appropriate utility company and the County. Responses from utilities companies are shown in Schedule "C" hereto attached. Written confirmation of the completed utility installation is required to be submitted to the County by each utility company prior to registration of the subdivision;
- k) Provision of utility rights-of-way as required by ATCO Electric, TELUS, Northern Lights Gas Co-op, and others;
- l) Provision of and/or negotiation for utilities rights-of-way and/or easements as required by utilities companies. Any

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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;

- m) 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;
- n) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration;
- o) Provision of municipal reserve in the form of money in lieu of land. The **2.298 acres** of land taken as Environmental Reserve shall be subtracted from the total area and the remaining area will be Municipal Reserve. 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. **40.377 acres** times **\$700** equals **\$28,263.90** (*subject to final field survey*).
- p) **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);**
- q) **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;**

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

**CARRIED**

David Driedger joined @ 9:06 a.m.

- b) **39-SUB-21 Arnold Giesbrecht  
14.4 acre Subdivision (1 lot)  
SW 28-107-13-W5M (Blumenort)**

**MPC 21-07-114 MOVED** by David Driedger

That Subdivision Application 39-SUB-21 in the name of Arnold Giesbrecht on SW 28-107-13-W5M be APPROVED with the following conditions:

1. This approval is for a **TYPE B** subdivision 14.4 acres (5.83 hectares) in size.
2. The 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 2% above the grade of the road.**
  - b) **Mitigation measure must be in place in order to avoid water damage from potential pluvial flooding.**
  - 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) All sewage disposals shall conform to the Alberta Private

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Sewage Systems Standard of Practice 2015.

- e) **Provision of a storm water management plan. Contact Planning and Development staff at (780) 928-3983 to discuss the requirements for your subdivision.**
- f) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.
- g) Provision of utility rights-of-way as required by ATCO Electric, TELUS, Northern Lights Gas Co-op, and others;
- h) 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 in accordance with Policy DEV005. The current market value for this property is \$7,000 per acre. Municipal reserve is charged at 10%, which is \$ 700 per subdivided acre. **4.4 acres times \$700 equals \$3,080.00;**
- i) **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);**
- j) 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 utility companies are shown in Schedule "C" hereto attached;
- k) **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.**

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**CARRIED**

- c) **40-SUB-21 Simon Driedger  
20.00 acre Subdivision (1 lot)  
SW 15-106-14-W5M (La Crete)**

**MPC 21-07-115 MOVED** by Jacquie Bateman

That Subdivision Application 40-SUB-21 in the name of Simon & Katherina Driedger on SW 15-106-14-W5M be APPROVED with the following conditions:

1. This approval is for a **TYPE A** subdivisions, 20 acres (8.097 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 2% above the grade of the road.**
  - b) **Mitigation measure must be in place in order to avoid water damage from potential pluvial flooding.**
  - 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.
    - I. Dedication of a 30 meter wide service road right of way across the highway frontage of the proposed parcel at no cost to the department (Alberta Transportation). This service road can be accepted by caveat.
    - II. Access to the remainder of the quarter shall be via Range Road 143.
  - d) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015.

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- e) **Provision of a storm water management plan. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.**
- f) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.
- g) Provision of utility rights-of-way as required by ATCO Electric, TELUS, Northern Lights Gas Co-op, and others.
- h) 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 utility companies are shown in Schedule "C" hereto attached.
- i) **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) **41-SUB-21 David & Susan Hiebert  
10.00 acre Subdivision (1 lot)  
NE 15-104-15-W5M (Buffalo Head Prairie)**

**MPC 21-07-116** **MOVED** by David Driedger

That Subdivision Application 41-SUB-21 in the name of David & Susan Hiebert on NE 15-104-15-W5M be APPROVED with the following conditions:

1. This approval is for a **TYPE B** subdivision, 10.00 acres (4.05 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with Mackenzie County which shall contain, but is not limited to:

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- 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 2% above the grade of the road.**
- b) **Mitigation measure must be in place in order to avoid water damage from potential pluvial flooding.**
- 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) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015.
- e) **Provision of a storm water management plan. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.**
- f) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.
- g) Provision of utility rights-of-way as required by ATCO Electric, TELUS, Northern Lights Gas Co-op, and others.
- h) 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.
- i) **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**

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- e) **42-SUB-21 David & Susan Hiebert  
9.82 acre Subdivision (1 lot)  
SW 10-104-15-W5M (Buffalo Head Prairie)**

**MPC 21-07-117 MOVED** by David Driedger

That Subdivision Application 42-SUB-21 in the name of David & Susan Hiebert on SE 10-104-15-W5M be APPROVED with the following conditions:

1. This approval is for a **TYPE B** subdivisions, 9.82 acres (3.99 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 2% above the grade of the road.**

- b) **Mitigation measure must be in place in order to avoid water damage from potential pluvial flooding.**
- 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,

I. A shared access easement agreement is to be registered on title of the remnant land for the benefit of the subdivision.

- d) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015.

- e) **Provision of a storm water management plan. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.**

- f) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.

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- g) Provision of utility rights-of-way as required by ATCO Electric, TELUS, Northern Lights Gas Co-op, and others.
- h) 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 utility companies are shown in Schedule "C" hereto attached.
- i) **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**

- f) **43-SUB-21 Paul Driedger (FTEN)  
59.46 acre Rural Multi - Lot Subdivision (47 lots)  
Plan 182 1653; 2; 4 (NE 16-106-15-W5M)  
(North La Crete)**

**MPC 21-07-118 MOVED** by Jacquie Bateman

That Subdivision Application 43-SUB-21 in the name of Paul Driedger on Plan 182 1653, Block 2, Lot 4 (NE 16-106-15-W5M) be APPROVED with the following conditions:

1. This approval is for a forty-seven (47) lot residential subdivision totalling 59.46 acres (24.06 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;

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I. Any permanent buildings on the property must be constructed 2% above the grade of the road.

- b) Mitigation measures must be in place in order to avoid water damage from potential pluvial flooding;
- c) Provision of all sanitary systems including service lines, main and appurtenances as required by the Municipality;
- d) Provision of all water lines, including all fittings and valves as required by the County;
- e) Provision of municipal servicing (water and sanitary sewer) to each lot;
- f) Provision of 6 meter PUL on the south side of the quarter section;
- g) All drainage systems, provisions for weeping tile flow where a high water table or other subsurface conditions cause continuous flow in the weeping tile, and associated works, all as and where required by the County;

The developer shall provide the municipality with an engineered 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
- h) Provision of rural standard internal roads and other infrastructure as required by the County in accordance to Mackenzie County Engineering Guidelines and Urban Development Standards Policy DEV001, at Developers expense, such construction of roads to serve the lots to be created by the subdivision;
  - i) Provision of access to lot being created by the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developers' expense. This requirement is in accordance with Mackenzie County's Rural Road Access Construction and Surface Water Management No. PW039;
  - j) Provision of street lighting with underground wiring, design

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and location as required by the County;

k) Engineered signage package;

l) 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;

m) 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;

n) 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;

o) Provision of an agreement with the adjacent landowners for utility lanes/lots if required;

p) Any outstanding property taxes shall be paid in full prior to registration of title;

q) Provision of off-site levies as required by the County as follows (subject to Council approval);

i) La Crete North Sanitary Trunk Sewer (Bylaw 1225-21) shall be imposed for the purpose of pay for the capital costs of new sanitary trunk sewer facilities in the Hamlet of La Crete and surrounding lands;

The levy is calculated at \$15,900.00 per hectare for gravity sewer. 24.06 hectares at \$15,900.00 equals **\$382,554.00**,

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**Total Levies = \$382,554.00**

- r) Provision of municipal reserve in the form of land or 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 as assigned by Municipal Reserve Policy DEV005 is \$9,000.00 per acre. The total applicable municipal reserve equals **5.946 acres of land or equivalent money in lieu**. 5.946 acres less **4.400 acres (park and berm)** equals 1.546 acres. 1.546 acres times \$9,000.00 equals **\$13,914.00**;
- s) 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);
- t) 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**

- g) 44-SUB-21 Martin Harder  
36.89 acre Urban Subdivision (51 lots)  
NE 9-106-15-W5M (North La Crete)**

**MPC 21-07-119 MOVED** by David Driedger

That Subdivision Application 44-SUB-21 in the name of Martin Harder on NE 9-106-15-W5M be APPROVED with the following conditions:

1. This approval is for a forty-seven (47) lot residential subdivision totalling 18.31 acres (7.41 hectares) in size.
2. The applicant/developer shall enter into and abide by a Development Agreement with Mackenzie County which shall contain, but is not limited to:

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- 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) Provision of 6 meter PUL on the east side of the development area;
- f) All drainage systems, provisions for weeping tile flow where a high water table or other subsurface conditions cause continuous flow in the weeping tile, and associated works, all as and where required by the County;

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

- (5) Drainage of internal road system,
  - (6) Erosion prevention systems, if required,
  - (7) Direction of site drainage, and
  - (8) Elevation plans for each lot
- g) Provision of urban standard internal roads, sidewalks, and other infrastructure as required by the County in accordance to Mackenzie County Engineering Guidelines and Urban Development Standards Policy DEV001, at Developers expense, such construction of roads to serve the lots to be created by the subdivision;
  - h) Provision of street lighting with underground wiring, design and location as required by the County;
  - i) Engineered signage package;
  - j) Provision of utilities (power, gas, telephone, etc.) to each lot. Such utilities to be provided in a location and to a standard to be approved by the appropriate utility company and the County. Responses from utilities companies are shown in Schedule "C" hereto attached. Written confirmation of the completed utility installation is required to be submitted to the

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County by each utility company prior to registration of the subdivision;

- k) Provision of and/or negotiation for utilities rights-of-way and/or easements as required by utilities companies. Any costs incurred for line relocation will be the responsibility of the developer. All utility lanes/lots must be accessible. All public utility lanes/lots shall be cleared to ground level with all tree stumps and debris removed and then landscaped. Where necessary, utility lanes/lots shall be excavated or landscaped to provide drainage for the subdivision. Any excavation or landscaping of the public utility lanes/lots shall be to engineered plans and completed prior to the installation of utilities;
- l) The developer is responsible for site grading and landscaping to design elevation and seeding with grass or other approved landscaping, in a manner that does not negatively impact adjacent properties or infrastructure;
- m) Provision of an agreement with the adjacent landowners for utility lanes/lots if required;
- n) Any outstanding property taxes shall be paid in full prior to registration of title;
- o) Provision of off-site levies as required by the County as follows (subject to Council approval);
  - i) Lift Station #4 Levy (Bylaw 223/30) are charged for the cost of new or expanded facilities for the treatment, movement or disposal of sanitary sewage.  
  
The levy is calculated at \$1,342 per hectare. 7.41 hectares at \$1,342 equals **\$9,944.22**.
  - ii) Hamlet Off-Site Levy (Bylaw 319/02) imposed for the constriction and maintenance of off-site municipal services.  
  
The levy is calculated at \$1,000.00 per lot. Forty-seven (47) lots at \$1,000 per lot equals **\$47,000.00**.
  - iii) La Crete North Storm Water Management (Bylaw 1222- 21) shall be imposed for the purpose of paying for the capital costs of new storm water management facilities in the Hamlet of La Crete and surrounding lands;

\_\_\_\_\_  
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The levy is calculated at \$10,810.00 per hectare.  
7.41 hectares at \$10,810.00 equals **\$80,102.10**,

**Total Levies = \$167,510.53**

- p) Provision of municipal reserve in the form of land or 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 as assigned by Municipal Reserve Policy DEV005 is \$15,000.00 per acre. Previously deferred reserve equals 7.8 acres. The total applicable municipal reserve equals **1.831 acres of land or equivalent money in lieu**. 1.831 acres plus **7.8 acres (deferred reserve)** equals 9.631 acres. 9.631 acres times \$15,000.00 equals **\$144,465.00**;
- q) 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);
- r) Security, in the form of an irrevocable letter of credit or certified cheque, in the amount of 25% of subsurface and surface infrastructure construction cost must be submitted to the County prior to installation and construction of any permanent infrastructure. Security amounts required in accordance with Mackenzie County's Multi-Lot/Urban Subdivision Construction and Registration Policy No, DEV003.

## **CARRIED**

### **7. MISCELLANEOUS ITEMS**

- a) **Bylaw 12xx-21 Land Use Bylaw Amendment  
Rezone Plan NW 15-106-15-W5M from Agricultural "A"  
To Rural Industrial General "RIG"**

**MPC 21-07-120** **MOVED** by Jacquie Bateman

That the Municipal Planning Commission recommend to Council to APPROVE Bylaw 12xx-21 being a Land Use Bylaw Amendment to Rezone NW 15-106-15-W5M from Agricultural "A" to Rural Industrial

\_\_\_\_\_  
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General "RIG", subject to public hearing input.

**CARRIED**

**b) Bylaw 12xx-21 Land Use Bylaw Amendment  
Rezone Parts of NE 9-106-15-W5M  
To Accommodate Infill Subdivision**

**MPC 21-07-121 MOVED** by David Driedger

That the Municipal Planning Commission recommend to Council to APPROVE Bylaw 12xx-21 being a Land Use Bylaw Amendment to Rezone Parts of NE 9-106-15-W5M from La Crete Highway Commercial "LC-HC" to Institutional "I", from Hamlet Residential 1 "H-R1", Hamlet Residential 2 "H-R2", & Manufactured Home Subdivision "MHS" to Hamlet Residential 1A "H-R1A", La Crete Town Centre "LC-TC", & Hamlet Residential 1B "H-R1B", subject to public hearing input.

**CARRIED**

**c) Bylaw 12xx-21 Land Use Bylaw Amendment  
Rezone Part of NW 33-105-15-W5M from  
Agricultural "A" To Direct Control 1 "DC1"**

**MPC 21-07-122 MOVED** by Jacquie Bateman

That the Municipal Planning Commission recommend to Council to APPROVE Bylaw 12xx-21 being a Land Use Bylaw Amendment to Rezone Part of NW 33-105-15-W5M from Agricultural "A" to Direct Control 1 "DC1", subject to public hearing input.

**CARRIED**

**8. IN CAMERA**

a) None

**9. MEETING DATES**

- ❖ Thursday, August 19<sup>th</sup>, 2021 @ 10:00 a.m. in La Crete
- ❖ Thursday, September, 9<sup>th</sup>, 2021 @ 10:00 a.m. in La Crete
- ❖ Thursday, September 23<sup>rd</sup>, 2121 @ 10:00 a.m. in Fort Vermilion

**10. ADJOURNMENT**

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**MPC 21-07-123 MOVED** by David Driedger

That the Municipal Planning Commission Meeting be adjourned at 9:46  
a.m.

**CARRIED**

These minutes were adopted this 19<sup>th</sup> day of August, 2021.

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Erick Carter, Chair, MPC Member



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>August 18, 2021</b>
<b>Presented By:</b>	<b>Byron Peters, Director of Projects &amp; Infrastructure Deputy Chief Administrative Officer</b>
<b>Title:</b>	<b>Information/Correspondence</b>

## **BACKGROUND / PROPOSAL:**

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

- Council Action List
- Government of Alberta – Acknowledgment of Application for DRP Assistance
- Alberta Transportation – STIP Funding
- 2021-07-05 Minister of Municipal Affairs – 2021 Gas Fund Tax
- 2021-08-08 Minister of Municipal Affairs – Senate Election & Referendum Funding
- RMA – HEMS Report
- RMA – Changes to RMA’s Resolution Process
- TC Energy – Nova Gas Transmission- Application for the Sale of Wolverine River Lateral
- 2021-07-07 Orphan Well Association
- Quarterly Updates
- Alberta Police Interim Advisory Board
- Claresholm – Code of Conduct
- Crowsnest Pass – Bill C-21
- 2021-07-19 MLA Dan Williams – Timber Salvage
- 2021-07-15 Capital Investment Program –Zama City Campground
- 2021-07-15 Community Revitalization Fund – La Crete Ag Society
- CN – From Farm to Market
- Board Member Mistakes
- 2021-06-15 MCLB Meeting Minutes

## **OPTIONS & BENEFITS:**

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

**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. Sarapuk      Reviewed by: \_\_\_\_\_      CAO: \_\_\_\_\_

## Mackenzie County Action List as of July 14, 2021

### *Council and Committee of the Whole Meeting Motions Requiring Action*

Motion	Action Required	Action By	Status
<b>February 22, 2016 Council Meeting</b>			
16-02-135	That the County covers the additional cost of the survey on Plan 5999CL, Lot E to date and have administration release a copy of the report to the landowner informing them that the initial investigation survey has been completed.	Byron	Refer to Motion 18-06-411  In progress. Meeting with landowners.  Impacted by 2020 flood.
<b>May 10, 2016 Regular Council Meeting</b>			
16-05-354	That administration be authorized to proceed as follows in regards to the Zama Crown Land Procurement: <ul style="list-style-type: none"> <li>• cancel PLS 080023;</li> <li>• <b>pursue acquisition of land parcels as identified on the map presented in red;</b></li> <li>• identify a parcel of land to be subdivided from Title Number 102 145 574 +1 (Short Legal 0923884; 21; 1) and offered for trade or sale to Alberta Environment and Parks due to its unsuitability for a hamlet development , specifically the land use restrictions per Alberta Energy Regulator.</li> </ul>	Don	PLS Cancelled.  Asset list with all leases, caveats, dispositions, easements, etc.  Response Received from AEP 2017-11-27.  Application submitted.  RFD to Council once response is received to our application.
<b>July 12, 2016 Regular Council Meeting</b>			
16-07-526	That the County pursue purchasing the leased lands at the Hutch Lake campground.	Don Len	Application for purchase of Hutch Lake has been filed.
<b>April 25, 2018 Council Meeting</b>			
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 submitted
<b>June 12, 2018 Council Meeting</b>			
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.	Byron	In progress. Engineering report received. (WSP) Working on application.  2020 Flood Mitigation

Motion	Action Required	Action By	Status
October 9, 2018 Regular Council Meeting			
18-10-763	That administration proceeds with the water diversion license's as discussed.	Fred	Received some follow-up from Ministers Office. Continue to follow-up.
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 2021-03-09 Council
February 27, 2019 Regular Council Meeting			
19-01-117	That administration proceed with Plan 5999CL in Fort Vermilion as discussed.	Byron	See CM 21-04-377 Completed
November 5, 2019 Regular Council 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	Discussed at COW
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.	Byron	In progress CC:RMA & AUMA
April 22, 2020 Regular Council Meeting			
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	Costs finalized. Working on draft offsite levy bylaw.
June 5, 2020 Special Council Meeting			
20-06-334	That administration continues to support a community recovery plan that includes a community engagement component.	DRT	Ongoing
June 15, 2020 Special Council Meeting			



Motion	Action Required	Action By	Status
20-06-373	That the Fort Vermilion future development continue to be investigated.	DRT	Ongoing
June 24, 2020 Regular Council Meeting			
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.
20-06-396	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.	Caitlin	Tabled due to flood recovery process.
July 15, 2020 Regular Council Meeting			
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.	Jeff	RFP – August 2021 Complete
20-11-744	That the concepts and guidance provided within the La Crete Industrial Growth Strategy be incorporated into County planning documents.	Byron	Incorporated into the MDP 2022 Budget
November 25, 2020 Regular Council Meeting			
20-11-742	That Administration be authorized to proceed in developing an Offsite Levy Bylaw for the benefitting area of the La Crete North Sanitary Trunk Sewer, for the purpose of recovering all costs associated with the improvements.	Byron	Working on draft offsite levy bylaw.
20-11-748	That Administration proceed in developing an offsite levy bylaw for the benefitting area of the La Crete South Sanitary Trunk Sewer for the purpose in recovering all costs associated with the sanitary sewer trunk improvements.	Byron	Working on draft offsite levy bylaw.
20-11-759	That administration proceed with developing consolidated offsite levy bylaws on a per improvement basis.	Byron	May 2021
20-11-774	That a letter be sent to Alberta Health Services regarding critical staff shortages in Northwest Alberta.	Len	In progress
December 16, 2020 Budget Council Meeting			
20-12-799	That the County lobby the provincial government (Red Tape Reduction) to consolidate grazing leases into a single tax roll to assist the province and the municipality to reduce red tape.	Len	In progress

Motion	Action Required	Action By	Status																
20-12-805	That administration request that the province waive/reimburse fees associated with the River Search & Rescue Access Plan approvals.	Don	Drafting a letter to AEP																
20-12-808	Administration bring forward a policy review at each Committee of the Whole Meeting.	Len	Ongoing																
<b>January 12, 2021 Regular Council Meeting</b>																			
21-01-033	That administration request meetings with the following Ministries during the 2021 Rural Municipalities of Alberta (RMA) Spring Convention to discuss the following policy items or issues:  <table border="1" data-bbox="321 594 979 1192"> <thead> <tr> <th>Ministry:</th> <th>Priority Topics:</th> </tr> </thead> <tbody> <tr> <td>Municipal Affairs</td> <td>Disaster Recovery Petition to Form a New Municipality</td> </tr> <tr> <td>Transportation</td> <td>Bridge at Tompkins Landing High Wide Load Corridor</td> </tr> <tr> <td>Agriculture &amp; Forestry</td> <td>Farmland Expansion Fire Ban Exemption Request Agricultural Land Sales Natural Gas Line Update</td> </tr> <tr> <td>Health</td> <td>La Crete Birthing Centre</td> </tr> <tr> <td>Environment &amp; Parks</td> <td>Agricultural Land Sales Recreation Leases – First Nation Consultation Water Diversion Licenses Northwest Bison</td> </tr> <tr> <td>Energy</td> <td>Transportation Corridor</td> </tr> <tr> <td>Solicitor General</td> <td>Fort Vermilion Courthouse</td> </tr> </tbody> </table>	Ministry:	Priority Topics:	Municipal Affairs	Disaster Recovery Petition to Form a New Municipality	Transportation	Bridge at Tompkins Landing High Wide Load Corridor	Agriculture & Forestry	Farmland Expansion Fire Ban Exemption Request Agricultural Land Sales Natural Gas Line Update	Health	La Crete Birthing Centre	Environment & Parks	Agricultural Land Sales Recreation Leases – First Nation Consultation Water Diversion Licenses Northwest Bison	Energy	Transportation Corridor	Solicitor General	Fort Vermilion Courthouse	Collen Len	In progress
Ministry:	Priority Topics:																		
Municipal Affairs	Disaster Recovery Petition to Form a New Municipality																		
Transportation	Bridge at Tompkins Landing High Wide Load Corridor																		
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Energy	Transportation Corridor																		
Solicitor General	Fort Vermilion Courthouse																		
<b>January 26, 2021 Committee of the Whole Meeting</b>																			
COW-21-01-007	That administration work with the landowner for farmland access options and bring a recommendation to Council.	Byron																	
<b>January 27, 2021 Regular Council Meeting</b>																			
21-01-052	That administration investigate all costs associated with the ownership of the Fire Truck unit #9132, purchased under Section 10.11 of the Regional Service Sharing Agreement and that the transfer of ownership be TABLED.	Jennifer	Ongoing																
21-01-058	That administration proceed with negotiations to purchase the required land for the La Crete North Storm project and report back to Council prior to submitting an offer to purchase.	Byron Fred	In progress																
21-01-075	That administration proceed with the land sale of Plan 082 6817, Block 3, Lots 11MR & 12MR for the purpose of consolidation.	Caitlin	MR designation is removed, must complete land transfer																

Motion	Action Required	Action By	Status
<b>February 9, 2021 Regular Council Meeting</b>			
21-02-111	That administration work with the Fort Vermilion School Division to complete a trade and land transfer for properties adjacent to the Blue Hills Community School, La Crete Public School and Fort Vermilion Public School.	Byron	In progress
21-02-115	That administration prepare a new Land Use Bylaw Amendment to further restrict non-compatible uses near Mackenzie County airports	Caitlin	In Progress
21-02-141	That Mackenzie County enter into an agreement for the payment of outstanding taxes with Long Run Exploration as discussed.	Jennifer	See CM 21-04-375
<b>February 24, Regular Council Meeting</b>			
21-02-146	That the Agricultural Land Development & Lease Proposals for NW 6 & SW 7-109-19-W5 be TABLED until further discussion with bidder.	Grant	Drafting
<b>March 9, 2021 Regular Council Meeting</b>			
21-03-185	That administration include Option 4 - being place a new building on higher ground (new location) in the flood recovery work for the Fort Vermilion Airport, and that a detailed budget amendment to fund the works be presented to council prior to issuing a tender for the recovery/mitigation works.	Byron	Working with engineers
<b>March 24, 2021 Regular Council Meeting</b>			
21-03-212	That the Caretaking – Fort Vermilion Waste Transfer Station Tenders be retendered.	Don	Fall 2021
21-03-213	That the hours are changed to 5:00 p.m. to 9:00 p.m. on Tuesdays and Thursdays at the Fort Vermilion Transfer Station.	Don	Complete
21-03-240	That the 2021 Capital budget be amended to include \$1,100,000 for the La Crete North Storm – Pond A, with funding coming from Debenture, and future off-site levies.	Fred Jen	Budget amended As contingent
21-03-241	That a borrowing bylaw, and off-site levy bylaw be developed for the purpose of funding La Crete North Storm – Pond A project.	Fred Jen Byron	1 <sup>st</sup> Reading
21-03-242	That Administration proceed with issuing a Request for Proposals for La Crete North Storm – Pond A engineering services.	Fred Byron	Tendered – Closing 2021-04-28 See Council Motion 21-05-390
21-03-246	That administration be authorized to proceed with the sale of the land and transfer of title for amalgamation back into the quarter.	Caitlin	In Progress
<b>April 13, 2021 Regular Council Meeting</b>			

<b>Motion</b>	<b>Action Required</b>	<b>Action By</b>	<b>Status</b>
21-04-313	That administration proceed with further developing the Offsite levy bylaw taking into consideration the average Canadian offsite levy is 2.5% –5 %.	Byron	
April 28, 2021 Regular Council Meeting			
21-04-337	That Mackenzie County support and submit the 2021 FRIAA grant funding proposal for Mackenzie County FireSmart Home Assessments (EOI-21-13) project.	Don	
21-04-353	That administration provide a summary for the next Council meeting of the proposals received and the successful proponent for the Request for Proposals for the Engineering Consulting Services for the La Crete North Storm Pond "A" project.	Byron	Complete
21-04-375	That Mackenzie County enter into an agreement for the payment of outstanding taxes with Long Run Exploration as discussed.	Jen	In Progress
May 11, 2018 Regular Council Meeting			
21-05-391	That administration reach out to non-profit organizations for proposals to proceed with a "Fall Community Clean-up" and bring back findings to Council.	Don	In progress
21-05-394	That the 30 Meter Right-of-Way for Road Widening project be forwarded to a Committee of the Whole meeting for discussion.	Jeff	Complete
21-05-419	That administration develop a Charitable Donations Policy.	Jen	In Progress
21-05-429	That administration proceed with submitting an offer to purchase for the land required for Storm Pond "A" as per policy and discussion.	Byron	
May 26, 2021 Regular Council Meeting			
21-05-447	That Council allows for a possible scope change to some or all of the Site Tour Projects by extending the meters for road repairs pertaining to the locations approved and based on need, while remaining within budget	Jeff	Complete
21-05-462	That Administration proceed with issuing a Request for Proposals for the detail design and construction engineering for the La Crete North Sanitary Trunk Sewer.	Byron	In progress
21-05-463	That administration enter into a lease agreement with TELUS communications with the new annual fee.	Caitlin	Telus is considering different location
21-05-464	That administration proceed with upgrading the airport lighting at the Fort Vermilion (Wop May) Airport from halogen to LED.	Byron	

Motion	Action Required	Action By	Status
<b>June 8, 2021 Regular Council Meeting</b>			
21-06-486	That the 2021 Capital Budget be amended to include \$500,000 from Municipal Sustainability Initiative (MSI) grant funding for the Washout & Culvert Upgrades project.	Jen	
21-06-487	That the 2021 Capital Budget be amended by \$36,000 to include the purchase of a Ground Penetrating Radar Unit with funds coming from General Capital Reserve.	Jen	
21-06-489	That the 2021 Capital Budget be amended with \$110,000 from the 'LC - Intersection upgrade Traffic Lights 100 St & 94 Ave' Capital project being allocated to a new Hamlet of La Crete Road Repairs project in order to complete assorted road and sidewalk repairs in La Crete.	Jen	
21-06-497	That administration move forward to attempt to accommodate the Senate Selection and Referenda Votes, excluding the use of Special Ballots.	Len/Carrie	
21-06-498	That Mackenzie County attempt to gain representation in the next policy framework replacing Canadian Agriculture Partnership.	Len	
21-06-502	That the Road Recovery Project RFP move forward as discussed	Jeff	Complete
<b>June 23, 2021 Regular Council Meeting</b>			
21-06-519	That Administration send a letter to the Minister of Environment and Parks, administration and MLA regarding immediate attention to recreation leases.	Don	Complete
21-06-525	That the 2021 One Time Project Budget be amended to include \$34,000, for the Fire Smart Home Assessments project with funding coming from Forest Resource Improvement Association of Alberta (FRIAA) grant.	Jen	
21-06-526	That the budget be amended by \$7,500 to hire a non profit group to split and stack the fire wood at Wadlin Lake with funding coming from the General Operating Reserve.	Jen	
21-06-534	That Grazing Lease and Farmland Development Leases tax rolls as per Schedule "A" be reduced to a \$50 minimum tax for 2021, and that \$16,178.46 in taxes be written off.	Jen	
21-06-538	That the deadline for proposals be set for July 9, 2021 and Administration be authorized to open and score each proposal for presentation at the July 14, 2021 Council meeting.	Caitlin	2021-08-18

<b>Motion</b>	<b>Action Required</b>	<b>Action By</b>	<b>Status</b>
21-06-543	That Mackenzie County acquire 3m of land on the east side for the future road widening of 100 Street.	Caitlin	
21-06-545	That a letter be sent to the Minister of Agriculture and Forestry in support of the renewal of the local mills FMA 0200040.	Don	Complete
21-06-546	That the Minister of Agricultural and Forestry be invited to a Council meeting.	Len	
<b>July 14, 2021 Regular Council Meeting</b>			
21-07-515	That the 2021 budget for the Six Mile Road Rebuild Project be amended to \$517,000.00 with funding coming from Municipal Sustainability Initiative, to cover the extra cost of the change to the scope of work.	Jen	
21-07-517	That the 2021 Budget be amended for \$45,000.00 for the La Crete North Sanitary Sewer Engineering with funds coming from the General Operating Reserve.	Jen	
21-07-518	That the budget be amended with \$25,394 from the Fort Vermilion Street Scape project being allocated to a new project - Fort Vermilion Street Scape Second Dock project	Jen	
21-07-522	That a letter requesting that the Municipality and or nonprofit for recreational usage that the Timber Salvage fees be waived.	Don	Complete
21-07-529	That Mackenzie County send letters of support for the grant applications the La Crete Agricultural Society and the Zama Recreational Society organizations.	Carrie	
21-07-531	That the property at 1030 Tower Road in Zama be publicly advertised and put up for sale with a closing date of August 14, 2021.		
21-07-532	That Unit 1051 be sent to La Crete Auction Mart for the July 24, 2021 consignment sale.	Willie	
21-07-533	That the 2021 budget be amended to include North Storm Pond "A" project with \$1,100,000.00 with funding coming from debenture borrowing.	Jen	
21-07-540	That Councillor Jorgensen works with administration on submitting comments regarding the Draft Conservation Agreement for Wood Bison.	Byron	
21-07-541	That Mackenzie County apply for the Canada Community Revitalization Fund in the amount of \$500,000 to fund downtown improvements for Fort Vermilion.	Byron	

July 19, 2021

Len Racher- Chief Administrative Officer  
Mackenzie County  
Box 640  
Fort Vermilion, Alberta T0H 1Z0

Dear Len Racher:

**RE: Acknowledgment of Application for Disaster Recovery Program (DRP) Assistance**

Thank you for your application dated July 15, 2021, requesting disaster recovery assistance following the flooding event experienced by your municipality occurring on June 17, 2021.

The Alberta Emergency Management Agency (AEMA) will advance your application through the review process. An AEMA Recovery Branch Team Lead will contact representatives from Mackenzie County, and if a program is approved, will assist with the delivery of the program.

**Notice of Changes for Local Authority Applicants**

Please note that effective April 1, 2021, the Government of Alberta implemented changes to the program that will affect the financial assistance your community may receive **if** approved under a DRP.

*Public Sector Applicants*

- The Government of Alberta will continue to provide assistance for 90 per cent of eligible disaster expenses.
  - The remaining 10 per cent of eligible costs will be subtracted from the amount payable to the applicant. No payment to the program will be required.

The Government of Alberta is committed to supporting the recovery of communities impacted by natural disasters. Individuals and communities are also encouraged to take measures to reduce their disaster risk. For more information on these changes, please refer to the *Alberta Public Sector Disaster Assistance Guidelines* located online at: <https://open.alberta.ca/publications/alberta-public-sector-disaster-assistance-guidelines-2021>. For information on ways you can prepare for a disaster, please visit our website at <https://www.alberta.ca/emergency-preparedness.aspx>. You may also contact your regional AEMA Field Officer(s) or the Recovery Team Lead listed below.

Sincerely



Rick Melnychuk  
A/Manager, Community Recovery Services  
Alberta Emergency Management Agency

cc:

Chris Graham, AEMA Field Officer, 825-993-4235, [chris.graham@gov.ab.ca](mailto:chris.graham@gov.ab.ca)

Alan Stebbing, AEMA Field Officer, [alan.stebbing@gov.ab.ca](mailto:alan.stebbing@gov.ab.ca)

Laurie Halldorson, Municipal Recovery Team Lead, 780-868-2076, [laurie.halldorson@gov.ab.ca](mailto:laurie.halldorson@gov.ab.ca)

July 7, 2021

Our File: 1560-LRB-MACK-1 to 5

Mr. Lenard Racher  
Chief Administrative Officer  
Mackenzie County  
PO Bag 640  
Fort Vermilion, Alberta T0H 1N0

Dear Mr. Racher:

**Re: Strategic Transportation Infrastructure Program - Local Road Bridge  
BF 76278 Bridge Replacement and Other Work  
BF 80679 Bridge Replacement and Other Work  
BF 78209 Bridge Replacement and Other Work  
BF 79114 Bridge Replacement and Other Work  
BF 81336 Bridge Replacement and Other Work**

---

Thank you for your recent application under the Strategic Transportation Infrastructure Program (STIP).

Applications have exceeded available funding and your project was not recommended for funding approval at this time. The next intake for STIP is November 30, 2021. Please submit any applications for the 2022 funding year at that time.

If your municipality chooses to start a project before receiving funding approval under the STIP, the project will no longer be eligible for funding support. Your municipality may want to use funding from other grant programs that may be available, such as the Municipal Sustainability Initiative, Municipal Stimulus Program, or the Federal Gas Tax Fund.

If you have any questions regarding STIP, please contact Anne Han, Infrastructure Technologist at (780) 624-6371.

Regards,



Danny Jung  
Infrastructure Manager

AH  
cc: Barry Pape, Team Lead Water/Wastewater and Grants, Alberta Transportation  
Anne Han, Infrastructure Technologist, Alberta Transportation





ALBERTA  
MUNICIPAL AFFAIRS

*Office of the Minister  
Deputy Government House Leader  
MLA, Calgary-Hays*

AR105124

July 5, 2021

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

Dear Reeve Knelsen: 

I am pleased to confirm that Alberta will receive \$499 million in funding under the federal Gas Tax Fund (GTF) in 2021. This includes an additional one-time payment of \$244 million announced by Canada in March 2021 in recognition of the critical role our communities play in a safe restart, and to help reduce the risk of infrastructure projects being delayed or cancelled. This additional funding is intended to help municipalities and Metis Settlements address local infrastructure needs, and must follow all rules and conditions of the GTF program.

For Mackenzie County:

- The **2021 GTF allocation is \$1,465,014**. This includes \$715,842 as a result of the one-time funding top-up.

GTF funding amounts for all municipalities and Metis Settlements are also posted on the Government of Alberta website at [open.alberta.ca/publications](https://open.alberta.ca/publications).

In addition, the federal government announced that the GTF program is being renamed to the Canada Community-Building Fund to better reflect the nature of the program. Over the coming months, Municipal Affairs will be updating program documents, websites, and IT systems to reflect this change.

I look forward to working together with you and the federal government to help your community in addressing its infrastructure needs.

Sincerely,



Ric McIver  
Minister

cc: Lenard Racher, Chief Administrative Officer, Mackenzie County



ALBERTA

MUNICIPAL AFFAIRS

Office of the Minister  
MLA, Calgary-Hays

AR105523

August 5, 2021

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

Dear Reeve Knelsen:

On October 18, 2021, the Government of Alberta intends to conduct a provincewide election of nominees for Canada's Senate, as well as a referendum. Senate and referendum voting will be conducted alongside the general municipal election. To support local governments administering these votes, the Senate Election Grants Regulation under the *Alberta Senate Election Act* and Referendum Payments Regulation under the *Referendum Act* require the Minister of Municipal Affairs to make payments to the local authorities that are administering the votes.

The regulations state:

- where an election under the *Local Authorities Election Act* is required in a municipality or ward, the elected authority or other body that conducts the vote under the *Alberta Senate Election Act* or *Referendum Act* in that municipality or ward shall be paid a grant of \$1 per capita or \$1,000, whichever is greater; or
- where no election under the *Local Authorities Election Act* is required in a municipality or ward, the elected authority or other body that conducts the vote under the *Alberta Senate Election Act* or *Referendum Act* in that municipality or ward shall be paid \$2 per capita or \$2,000, whichever is greater.

Given there will be both senate elections and referendum questions occurring as part of the 2021 municipal general election, municipalities holding local elections will be eligible for a grant of \$1 per capita or \$1,000 (whichever is greater) for the senate election vote and \$1 per capita or \$1,000 (whichever is greater) for the referendum for a total interim grant of \$2 per capita or \$2,000 (whichever is greater).

Should it then later be determined that a municipality does not need to hold a local election, the municipality will then be eligible for an additional grant of \$1 per capita or \$1,000 (whichever is greater) for the senate election vote and \$1 per capita or \$1,000 (whichever is greater) for the referendum for a total combined grant of \$4 per capita or \$4,000 (whichever is greater).

.../2

Based on this formula, and to streamline the process, **Mackenzie County** will receive an initial grant payment of **\$25,024** in August to conduct the 2021 Senate election and referendum. If a local election is not held under the *Local Authorities Election Act* in **Mackenzie County** on October 18, a second payment of **\$25,024** will be made in October.

If the Senate election and/or referendum are cancelled, **Mackenzie County** will be required to return the initial grant payment to the Government of Alberta, if requested by the province.

Some municipalities may be administering the Senate election and referendum on behalf of the Minister of Municipal Affairs for a neighbouring entity, and will receive the payments calculated for the neighbouring entity. These municipalities will receive a separate letter confirming the additional amounts once the contracts are finalized.

Conducting the Senate election and the referendum at the same time as local elections will leverage efficiencies and economies of scale, while ensuring all Albertans have the ability to participate in the vote.

Thank you for your work in strengthening democracy in Alberta.

Sincerely,



Ric McIver  
Minister

cc: Lenard Racher, Chief Administrative Officer, Mackenzie County

## Colleen Sarapuk

---

**Subject:** FW: RMA Letter re: HEMS Report Release  
**Attachments:** 07 19 21 Minister Shandro re HEMS Report.pdf

---

**From:** Tasha Blumenthal <[tasha@RMAlberta.com](mailto:tasha@RMAlberta.com)>  
**Sent:** July 28, 2021 4:27 PM  
**Cc:** RMA Board Dist <[AAMDCBoardDist@aamdc.com](mailto:AAMDCBoardDist@aamdc.com)>; Wyatt Skovron <[wyatt@RMAlberta.com](mailto:wyatt@RMAlberta.com)>; Warren Noga <[warren@rmalberta.com](mailto:warren@rmalberta.com)>  
**Subject:** RMA Letter re: HEMS Report Release

RMA Mayors, Reeves and CAOs,

As you may be aware, the [Government of Alberta announced](#) the release of [the Helicopter Emergency Medical Services \(HEMS\) Report](#) in June. The report identifies 11 recommendations, including that the province transition to a single HEMS provider from the current model, which includes HALO in south-east Alberta, HERO in north-east Alberta, and STARS, which includes stations in Edmonton, Calgary and Grande Prairie. The announcement notes that STARS would serve as the single provider.

The RMA board of directors recently reviewed the report, and submitted the attached letter to Minister Shandro seeking clarification on what the transition from the three existing providers to a sole provider will entail, and how response times will be addressed. The board has requested that the letter be shared with members for your information as this issue has been raised in various areas of the province as the review commenced.

The government's announcement indicates that they are reviewing the report, prior to making any decisions.

Thanks,

**Tasha Blumenthal, MBA**  
*Director of External Relations & Advocacy*



Office: 780.955.4094

Cell: 780.716.5190

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

2510 Sparrow Drive, Nisku, Alberta T9E 8N5 780.955.3639



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July 19, 2021

The Honourable Tyler Shandro  
Minister of Health

Sent via email to: [health.minister@gov.ab.ca](mailto:health.minister@gov.ab.ca)

**Re: HEMS Report**

Dear Minister Shandro,

The Rural Municipalities of Alberta (RMA) represent Alberta's 69 rural municipalities. Alberta is unique in Canada in that municipalities provide local governance to 85% of Alberta's land base. As such, RMA members are responsible for providing services to much of Alberta's rural and remote landscapes. This demonstrates RMA's vested interest in the provision of helicopter ambulance services in rural and remote locations.

I have reviewed the Helicopter Emergency Medical Services (HEMS) review report, and RMA is concerned regarding the recommendations, next steps, and implementation. I understand that the levels of service offered by STARS, HALO, and HERO vary by organization. While service level is a metric of great concern, response times are also an important factor in providing HEMS. HALO and HERO formed to meet a local need, providing timely access to helicopter medical services. STARS may provide service to some of the areas served by HALO and HERO, however, because of the location of air bases, their response times are slower. During emergency scenarios, every minute counts, and a plan to transition out local HEMS providers must include a plan to maintain or improve both response times and levels of service.

The HEMS report outlines how STARS will become the sole provider of HEMS in Alberta. However, the report does not address what will happen to HALO and HERO assets after this transition. To maintain effective response times, it will be necessary for STARS to assume operations running out of HALO and HERO air bases. The HEMS report does not address this, nor the budget implications of STARS taking on additional assets to meet current and future needs.

In addition to the concerns outlined above regarding response times and the transition to STARS from regional service providers, RMA is also requesting additional information regarding recommendation 11: "Work with municipalities to integrate rescue as appropriate for zone needs." As the representative association for Alberta's rural municipalities, I am seeking additional information on what this recommendation entails.

**RESOURCEFUL. RESPONSIVE. RESILIENT.**



Helicopter emergency medical services provide vital, life saving care. A critical component of this care is the timeframe in which a service provider can respond. I am requesting clarification on the transition from the three existing providers to STARS as the sole provider, and how response times will be addressed. I look forward to your response on this issue of critical importance to rural Albertans.

Best Regards,

A handwritten signature in blue ink, appearing to be "P. McLauchlin", written in a cursive style.

Paul McLauchlin, President

CC Barry Morishita, President of AUMA

**RESOURCEFUL. RESPONSIVE. RESILIENT.**

July 15, 2021

## Changes to RMA's Resolution Process

*RMA has updated its Resolution Process Policy, which has resulted in some changes to the resolution process.*

As part of RMA's governance process, the RMA Board of Directors has undertaken a review of the [Resolution Process Policy](#). Several updates made to the policy will impact the resolution process, including the submission of resolutions and the actual resolution session. Some of the changes are based on recommendations made by the Board Governance Review Committee, while others are based on improvements identified by the Board of Directors. Notable changes include the following:

### All resolutions submitted prior to the resolution deadline require endorsement at a district meeting

The previous Resolution Process Policy allowed municipalities to submit "individual resolutions". These resolutions would be provided directly to RMA from a member municipality and included on the Order Paper without being endorsed at the district level. Individual resolutions are no longer permitted prior to the resolution deadline. However, emergent resolutions may still be submitted by an individual municipality without district endorsement. Emergent resolutions will continue to be evaluated by the resolution committee to ensure they meet the requirements to be considered emergent before being added to the Order Paper.

### All resolutions will require a voting result of three-fifths majority to be considered "endorsed" by RMA members

The previous Resolutions Process Policy required resolutions not proposing a legislative change to require a simple majority for endorsement, and resolutions requiring a legislative change to require a three-fifths majority. All resolutions will now require a three-fifths (60%) majority to be considered "endorsed".

### Increased clarity on the emergent resolution process

RMA has received feedback from some members that the emergent resolution process is unclear. The policy has been amended to better specify the definition of an emergent resolution, the requirements of the submitting municipality in terms of justifying why the resolution meets the definition of emergent, and the powers of the Resolutions Committee in determining whether an emergent resolution should be added to the Order Paper.

### Increased clarity on the friendly amendment process

RMA has received feedback from some members that the friendly amendment process is unclear. The policy has been amended to clarify the role of the Resolutions Committee Chair in determining whether an amendment can be considered "friendly" as well as the process for addressing friendly and non-friendly amendments.

In addition to the significant changes above, other minor changes have been made as well, so members are encouraged to [review the updated version of the policy](#).

For any questions about the changes, please contact RMA Senior Policy Advisor Wyatt Skovron at [wyatt@RMAAlberta.com](mailto:wyatt@RMAAlberta.com).

**Wyatt Skovron**

*Senior Policy Advisor*

780.955.4096

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

**Tasha Blumenthal**

*Director of External Relations & Advocacy*

780.955.4094

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





450 – 1 Street SW  
Calgary, Alberta T2P 5H1

Tel: (403) 933-3854  
Fax: (403) 920-2347  
Email: robert\_macleod@tcenergy.com

July 16, 2021

Filed Electronically

Canada Energy Regulator  
Suite 210, 517 Tenth Avenue SW  
Calgary, AB T2R 0A8

**Attention: Mr. Jean-Denis Charlebois, Secretary of the Commission**

Dear Mr. Charlebois:

**Re: NOVA Gas Transmission Ltd. (NGTL)  
Application for the Sale of the Wolverine River Lateral  
Pursuant to section 181(1)(a) and section 226 of the *Canadian Energy Regulator Act*,  
S.C. 2019, c. 28, s. 10 (CER Act)**

The Wolverine River Lateral is an existing facility on the NGTL System. The application is to divest a portion of the subject pipeline being approximately 64 km of the 131 km nominal pipe size (NPS) 12 Wolverine River Lateral (the Facility). The Facility extends from lands legally described as SE 15-098-16 W5M, approximately 58 km east of Kemp River, Alberta to lands legally described as SW 10-092-17 W5M, approximately 60 km east of Manning, Alberta and operating under Certificate AO-002-GC-113 and Order GPLO-N081-02-2009.<sup>1</sup>

NGTL seeks approvals under sections 181(1)(a) and 226 of the CER Act to sell the Facility to Northern Lights Gas Co-op Ltd., (the Purchaser) and to reduce the NGTL System rate base by the net purchase price of the Facility. NGTL understands that the Purchaser seeks to acquire the Facility for use as part of its existing Alberta operations. NGTL has determined that the Facility is not necessary to the continued operation of the NGTL System and the disposition of the Facility as proposed will not result in any adverse impacts to its shippers, stakeholders, or any other interested parties.

NGTL encloses its application for the requested sections 181(1)(a) and 226 approvals.

**NGTL respectfully requests a decision from the Commission on or before December 15, 2021.** The Purchaser intends to incorporate the Facilities into their operations for the end of Q2 2022 to meet their system requirements. As such, and in support of the divestiture, NGTL is required to conduct isolation activities Q1 2022, during the winter season, due to seasonal weather and environmental constraints (i.e., construction of winter ice bridges and mitigation of wet soil conditions at several isolation sites). Should NGTL not be able to meet these timelines,

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<sup>1</sup> NEB Filing IDs: A1X7J1 and A1J4Q3.

July 16, 2021  
Mr. Charlebois  
Page 2 of 2

this may impede the Purchaser's ability to incorporate the Facilities into their operations by their required timelines.

If the CER requires additional information with respect to this application, please contact Kenneth Pountney by phone at (403) 920-7425 or by email at [kenneth\\_pountney@tcenergy.com](mailto:kenneth_pountney@tcenergy.com).

Yours truly,  
**NOVA Gas Transmission Ltd.**

*Original signed by*

Robert MacLeod  
Manager, Regulatory Facilities  
Canadian Natural Gas Pipelines

Enclosure

**CANADA ENERGY REGULATOR**

**IN THE MATTER OF** the *Canadian Energy Regulator Act*, S.C. 2019, c. 28, s. 10, (CER Act) and the Regulations made thereunder; and

**IN THE MATTER OF** an application made pursuant to Sections 181(1)(a) and 226 of the CER Act by NOVA Gas Transmission Ltd. (NGTL) requesting leave of the Canada Energy Regulator for approval of the sale of a certain NGTL System facility.

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**NOVA GAS TRANSMISSION LTD.  
APPLICATION FOR THE SALE OF ASSETS  
NPS 12 WOLVERINE RIVER LATERAL**

---

**July 16, 2021**

To: The Secretary  
Canada Energy Regulator  
Suite 210, 517 Tenth Avenue SW  
Calgary, Alberta  
T2R 0A8

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## **APPLICATION OVERVIEW**

NOVA Gas Transmission Ltd. (NGTL) applies to the Canada Energy Regulator (CER or Commission), pursuant to Sections 181(1)(a) and 226 of the *Canadian Energy Regulator Act* (CER Act) requesting leave of the Commission for approval of the sale of a certain NGTL System facility.

### **Applicant**

1. NGTL is a wholly owned subsidiary of TransCanada PipeLines Limited (TCPL), an affiliate of TC Energy Corporation (TC Energy). NGTL is a “company” as that term is defined in the CER Act.
2. The NGTL System is an integrated natural gas pipeline system consisting of approximately 24,575 kilometres (km) of pipeline, and other facilities located in Alberta and northeastern British Columbia. The nominal pipe size (NPS) 12 Wolverine River Lateral is an existing facility on the NGTL System. The application to divest concerns a portion of the subject pipeline being approximately 64 km of the 131 km NPS 12 Wolverine River Lateral (the Facility).
3. TCPL operates the NGTL System pursuant to an operating agreement between TCPL and NGTL. TCPL applies TC Energy corporate policies in its operation of the NGTL System that are common to TCPL’s operation of its other federally regulated pipelines.

### **The Pipeline Facility**

4. The Facility is 64 km of NPS 12 pipeline extending from lands legally described as SE 15-098-16 W5M, approximately 58 km east of Kemp River, Alberta and extending to lands legally described as SW 10-092-17 W5M, approximately 60 km east of Manning, Alberta. The GPS coordinates for the pipeline are:

<b>Start Coordinates</b>	<b>End Coordinates</b>
Lat. 57.50351	Lat. 56.96226
Long. -116.49953	Long. -116.65796

5. The Facility was constructed in 1994. The nearest population centre is Manning, Alberta, located approximately 60 km from the Facility. Manning has a population of approximately 1,183 people.
6. For maps showing locations of the Facility, see Appendix 1: Global and Regional Maps.
7. Design specifications for the Facility are provided in the table below.

**Table 1: Facility Design Specifications**

<b>NPS 12 Wolverine River Lateral (1994)</b>	
Outside Diameter (mm)	323.9
Material	Steel
Grade (Mpa)	359
Wall Thickness (mm)	5.6
Maximum Operating Pressure (kPa)	9,930
External Coating Type	Extruded Polyethylene

**Effective and Operating Orders**

8. On December 3, 1994, the Energy Resources Conservation Board (ERCB), predecessor to the Alberta Energy Regulator (AER), issued a permit to operate the Facility to NGTL (Permit No. 26933).
9. On June 17, 2008, TCPL applied to the National Energy Board (NEB or Board), predecessor of the CER, to effect recognition that the entire TransCanada Alberta System (Alberta System, now referred to as the NGTL System) was, by law, properly within Canadian federal jurisdiction and subject to regulation by the Board as part of a single federal undertaking (which included the Facility).<sup>1</sup>
10. On April 15, 2009, the NEB issued Certificate of Public Convenience and Necessity (CPCN) GC-113 to NGTL,<sup>2</sup> and subsequent Leave to Open (LTO) Orders for the Alberta System,<sup>3</sup> which included the Facilities.<sup>4</sup> Subsequent to issuance of GC-113 and LTO Order GPLO-N081-02-2009, the NEB issued Amending Order AO-002-GC-113 and AO-1-GPLO-N081-02-2009 on February 16, 2011,<sup>5</sup> and the ERCB issued revised provincial Licence No. 80672 reflecting the change in jurisdiction of the Facility.

**Upstream and Downstream Facilities**

11. The northern end of the Facility terminates at the south boundary of NGTL's Wolverine River Receipt Meter Station (RMS). The Facility is not currently connected to the Purchaser's facilities; however, subject to approval, the Purchaser intends to incorporate the Facility into its pipeline operations (upstream facilities)

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<sup>1</sup> NEB Filing ID: A19037.

<sup>2</sup> NEB Filing ID: A21539.

<sup>3</sup> Schedule A to Leave to Open Orders GPLO-N081-02-2009, GPSO-N081-01-2009, and GPMO-N081-01-2009 and collectively referred to as "Schedule A").

<sup>4</sup> NEB Filing ID: A1J4Q3, PDF page 5 of 23.

<sup>5</sup> NEB Filing ID: A28263, PDF page 133 and 192 of 224.

12. The southern end of the Facility will terminate at the north side of WLVN30 valve site, where a connection to the NGTL System will remain (downstream facilities).
13. NGTL has determined that the sale of the Facility would have no adverse impact on its customers. Any required physical work to effect the sale will be conducted under the CER's Operations and Maintenance Activities on Pipelines Regulated Under the *National Energy Board Act: Requirements and Guidance Notes (May 2018) (O&M Guidance)* and necessary notifications, if any, will be provided to the CER.
14. The Wolverine River RMS, Russell Creek RMS, Keppler Creek RMS, Chester Creek RMS, Bison Lake RMS, approximately 55.9 km of NPS 10 Russell Creek Lateral, and approximately 9.6 km of NPS 12 Bison Lake Lateral will be isolated from the NGTL System as a result of the proposed transaction (Isolated Assets). NGTL proposes to physically isolate (cut and blind flange or cap, depressurize) the Isolated Assets from the Facility proposed to be divested, and will include them in an upcoming Abandonment or Decommissioning Program.<sup>6</sup> NGTL has determined that the Isolated Assets are not necessary for the continued operation of the NGTL System and that the isolation of these assets for future abandonment would have no adverse impact on its customers.

#### **The Acquiring Entity**

15. The Northern Lights Gas Co-op Ltd (Purchaser) is a corporation incorporated under the laws of Alberta. The Purchaser's Certificate of Incorporation is provided in Appendix 2.
16. The Purchaser, and its facilities, are currently under the jurisdiction of the Alberta Energy Regulator (AER).
17. Any stakeholder who wishes to obtain more information from the Purchaser may reach out to Jack Eccles at [nlgc@telusplanet.net](mailto:nlgc@telusplanet.net).

#### **The Transaction**

18. In 2020 NGTL and the Purchaser began discussions regarding the potential sale of the Facility. An agreement between NGTL and the Purchaser was executed to effect the sale of the Facility from NGTL to the Purchaser.
19. NGTL and the Purchaser have agreed upon a purchase price of \$2,570,000.00 (CAD), subject to purchase price adjustments.

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<sup>6</sup> NGTL currently anticipates including these facilities in a planned 2021 Abandonment or Decommissioning Program.

20. Subject to approval, the Purchaser intends to directly incorporate the Facility into its Alberta pipeline operations, which will increase efficiency in managing the Purchaser's operational requirements in the Mackenzie pipeline area.
21. A copy of all records set out in section 10.4 of Canadian Standards Association: National Standard of Canada Oil and Gas Pipeline Systems (CSA Z662-19) and paragraphs 56(e) to 56(g) of the Canadian Energy Regulatory Onshore Pipeline Regulations will be provided to the Purchaser upon closing.
22. If the transaction is approved by the CER, NGTL proposes to reduce the NGTL System rate base by the purchase price of the Facility, less adjustments, on the closing date of the sale of the Facility to the Purchaser.

## NOTIFICATION AND CONSULTATION

### Consultation Program

23. The consultation program for the Project is guided by TC Energy's *Stakeholder Engagement Commitment Statement*, *Land Guiding Principles* and TC Energy's corporate values of safety, integrity, collaboration and responsibility. This *Commitment Statement* has been submitted previously to the CER.

### Landowners, Occupants, Land Users and Regional Personnel

24. The lands associated with the Facility are Crown lands. The provincial Crown has been notified of the potential sale (see Appendix 3) and no concerns have been raised to date.
25. NGTL identified and consulted with potentially affected and interested stakeholders, including:
  - regional elected officials and staff of Mackenzie and Northern Sunrise counties.
  - federal government officials
  - provincial government officials
  - regional emergency responders
  - Alberta Environment and Parks, on behalf of Provincial Crown lands
  - directly effected Crown occupants (FMA 0900044)
  - land users (trappers TPA 1415, 1431, 1573, 2022, 2300, 2367 and 1297)
  - five directly effected industry parties



26. On June 4, 2021, NGTL distributed a notification package to the potentially affected and interested stakeholders.<sup>7</sup> The notification package included project-specific TC Energy corporate communication and CER materials, including:
- Project notification letter including Project overview map.
  - TC Energy Brochure: *Engaging with our Stakeholders*
27. To date, no concerns have been raised with respect to the proposed Facility sale. For details on stakeholder consultation, see Appendix 3.

### **Commercial Third Parties**

28. There will be no interruption of service to any customers due to the proposed sale. On June 14, 2021, NGTL provided notification to the Tolls, Tariff, Facilities and Procedures Committee (TTFP) of the proposed sale of the Facility, and of the regulatory applications to seek leave of the CER to sell the Facility. The TTFP is a group of over 100 NGTL System customers and stakeholders that work collaboratively with NGTL to address NGTL System matters. NGTL is not aware of any outstanding issues or concerns.

### **Indigenous<sup>8</sup> Engagement**

29. TC Energy has a company-wide Indigenous Relations Policy. The Indigenous Relations Policy has been submitted previously to the CER and the design of TC Energy's engagement program is consistent with the CER's guidance on engagement as set out in the CER Filing Manual (CER 2020). A copy of TC Energy's Indigenous Relations Policy is available publicly on TC Energy's website and provides an overview of TC Energy's Indigenous engagement approach.<sup>9</sup>
30. NGTL completed an assessment based on the requirements within the Filing Manual (CER 2020) and did not identify any Indigenous groups that would be potentially affected by the sale of the Facilities.<sup>10</sup> NGTL concluded, based on the relevant and applicable guidance points, that no or negligible environmental or socio-economic effects from the proposed sale on Indigenous rights and interests are anticipated since:
- Any physical work required to effect the sale of the Facility would be conducted under the CER's O&M Guidance (May 2018). Any potential impacts to Indigenous groups from those activities will be assessed at that time. Any

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<sup>7</sup> Notifications, as required, will be completed separately to facilitate both the O&M isolation and eventually decommissioning and/or abandonment work.

<sup>8</sup> "Indigenous" has the meaning assigned by the definition of Aboriginal peoples of Canada in subsection 35(2) of the Constitution Act, 1982: (2) In this Act, "aboriginal peoples of Canada" includes the Indian, Inuit and Métis peoples of Canada.

<sup>9</sup> <https://www.tcenergy.com/siteassets/pdfs/about/governance/tc-indigenous-relations-policy.pdf>

<sup>10</sup> See Filing Manual section 3.4.4. Justification for Not Undertaking Consultation Activities.

physical work required to effect the sale of the Facility will take place on previously disturbed Crown land subject to existing dispositions.

- the sale of the Facility is of a small scale and is localized;
- there are no new aggregate land requirements for construction or site access. No road upgrades are required.
- there is no potential for an impact on navigation;
  - No activities will be undertaken in or near navigable waterways;
- there are no residents near the Facility;
  - The Facility is located approximately 40 km from the nearest Indigenous community (Paddle Prairie Métis Settlement);
- no other land uses, waterway uses or interests of Indigenous groups would be affected by the sale of the Facility;
- there is no potential for traditional use activities to be affected by the sale;
  - Although the Facility is located within historical boundary of the Treaty 8 Territory and the boundaries of Métis Nation of Alberta Region 6, it is located entirely within previously disturbed lands subject to existing dispositions
- there is no potential for cumulative environmental effects;
  - The intended sale of the Facility contribution to cumulative environmental effects is predicted to be negligible and/or expected to primarily affect nearby residents given the setting and project type;
- there would be negligible environmental effects associated with sale of the Facility;
  - The Facility will continue to be operated in a manner that it is consistent with its current operation and with how the Facility has operated since being placed in operation. As such, it is likely that, as a result of the proposed sale, there will be no new or negligible environmental effects. The Facility being proposed for sale will be integrated into the Purchaser's facilities and remain operational by the Purchaser. As such, the Facility will continue to provide natural gas supply to local communities and other socio-economic benefits such as potential property tax income to the municipalities, and potential benefits to local businesses from workforce accommodation and spending at stores, restaurants, gas stations etc. during ongoing operations and maintenance of the Facility.
  - To the extent there are residual effects, they would not be significant, and they will not affect the exercise or practice of Indigenous rights or traditional land use activities.
- there is no increase in the storage or disposal of toxic substances;

- there is no increase in noise emissions;
  - there is no increased emissions in air contaminants; and
  - there is no potential for local nuisance, including potential for increased dust or traffic.
31. On that basis, no or negligible effects on Indigenous rights and interests are anticipated.

#### **Future Engagement and Follow-Up**

1. NGTL will notify stakeholders of the actual filing date of the Application in accordance with the CER Filing Manual (CER 2020).<sup>11</sup> The potentially affected stakeholders will also be informed that the CER encourages those with additional Project-related comments or concerns to raise them to the CER within 30-days from the date of filing of the Application.<sup>12</sup>
2. NGTL will continue to notify all stakeholders about the proposed sale and address any issues or concerns throughout the regulatory process and transition, should they arise, through regional based TC Energy liaisons, as outlined in TC Energy's Public Awareness Program. Additionally, regionally based liaisons are available to answer operational questions stakeholders may have. Any stakeholder who wishes to obtain more information about operational NGTL assets may reach out to [public\\_affairs\\_ca@tcenergy.com](mailto:public_affairs_ca@tcenergy.com) or phone 1-855-895-8754.
32. For stakeholder questions or concerns pertaining to the proposed change in operator, queries will be forwarded to the Purchaser seeking to assume ownership of the assets, and these queries would be dealt with in coordination with NGTL's Application and as part of the Purchaser's application, in accordance with applicable regulatory requirements.
33. Following the proposed closing of the Facility sale, the Crown, Crown occupants and other stakeholders will receive an additional direct mail delivery detailing assignment of relevant land rights, contact information of the Purchaser and confirmation that the Purchaser has taken assignment of the land agreements and will honour their terms and obligations.

#### **EMERGENCY CONTACT SIGNS**

34. The Purchaser has agreed that, within 30-days of the sale closing, it will complete changing the emergency contact signs on the Facility.

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<sup>11</sup> Section 3.4.3 Outcomes of Project Specific Engagement, Filing Manual Guidance, PDF page 39 of 286.

<sup>12</sup> <https://www.cer-rec.gc.ca/en/consultation-engagement/land-matters-guide/index.html>

## FINANCIAL MATTERS

### Tolls and Tariffs

35. Approval and implementation of the Facility sale will not require any revisions to the NGTL Gas Transportation Tariff.
36. Pursuant to section 226 of the CER Act, NGTL is seeking approval to reduce the NGTL system rate base by the purchase price of the Facility, less adjustments, as of closing or as of the date of sale to the Purchaser.

### Value

37. For the original cost, accumulated depreciation and estimated Net Book Value (NBV) for the Facility as of Q2 2021, see Table 2 below.

**Table 2: Original Cost, Depreciation and NBV**

Facility	Original Cost	Accumulated Depreciation	NBV
NPS 12 Wolverine River Lateral	\$9,850,971.00	\$7,719,275.00	\$2,131,696.00

### Abandonment

38. Future abandonment activities and costs will be the responsibility of the Purchaser.
39. NGTL's Abandonment Cost Estimate (ACE), which is calculated based on pipeline length and number/type of above ground facilities, will decrease if the Facility is sold. There will also be a commensurate impact on the calculation of the Annual Contribution Amount (ACA). If approved, these impacts will be reflected in periodic updates of ACE filed with the CER, as required by the MH-001-2012 Decision, and in annual ACA calculation filings.

## JURISDICTION

40. Should the CER approve the sale of the Facility to the Purchaser, the Facility will become part of the Purchaser's facilities. NGTL understands the Purchaser's facilities are subject to provincial regulation, as the Purchaser, and its facilities, are currently under the jurisdiction of the AER, and that the Purchaser will be responsible for obtaining all regulatory approvals required to own and operate the Facility.
41. NGTL confirms the Facility will not connect to existing facilities owned, managed or controlled by the Purchaser or other affiliates, that cross an international or interprovincial boundary.

**RELIEF REQUESTED**

42. NGTL requests that the CER:
- (a) grant leave to NGTL under s.181(1)(a) of the CER Act to sell the Facility to the Purchaser
  - (b) authorize NGTL, under s.226 of the CER Act, to reduce the NGTL System rate base by the purchase price of the Facility, less adjustments, as of closing, or as of the date of sale to the Purchaser, and
  - (c) grant such further and other relief as NGTL may request or the CER may consider appropriate.
  - (d) a decision by the Commission on **or before December 15, 2021**, for the reasons outlined in the Application cover letter.

Respectfully submitted,

Calgary, Alberta  
July 16, 2021

**NOVA Gas Transmission Ltd.**

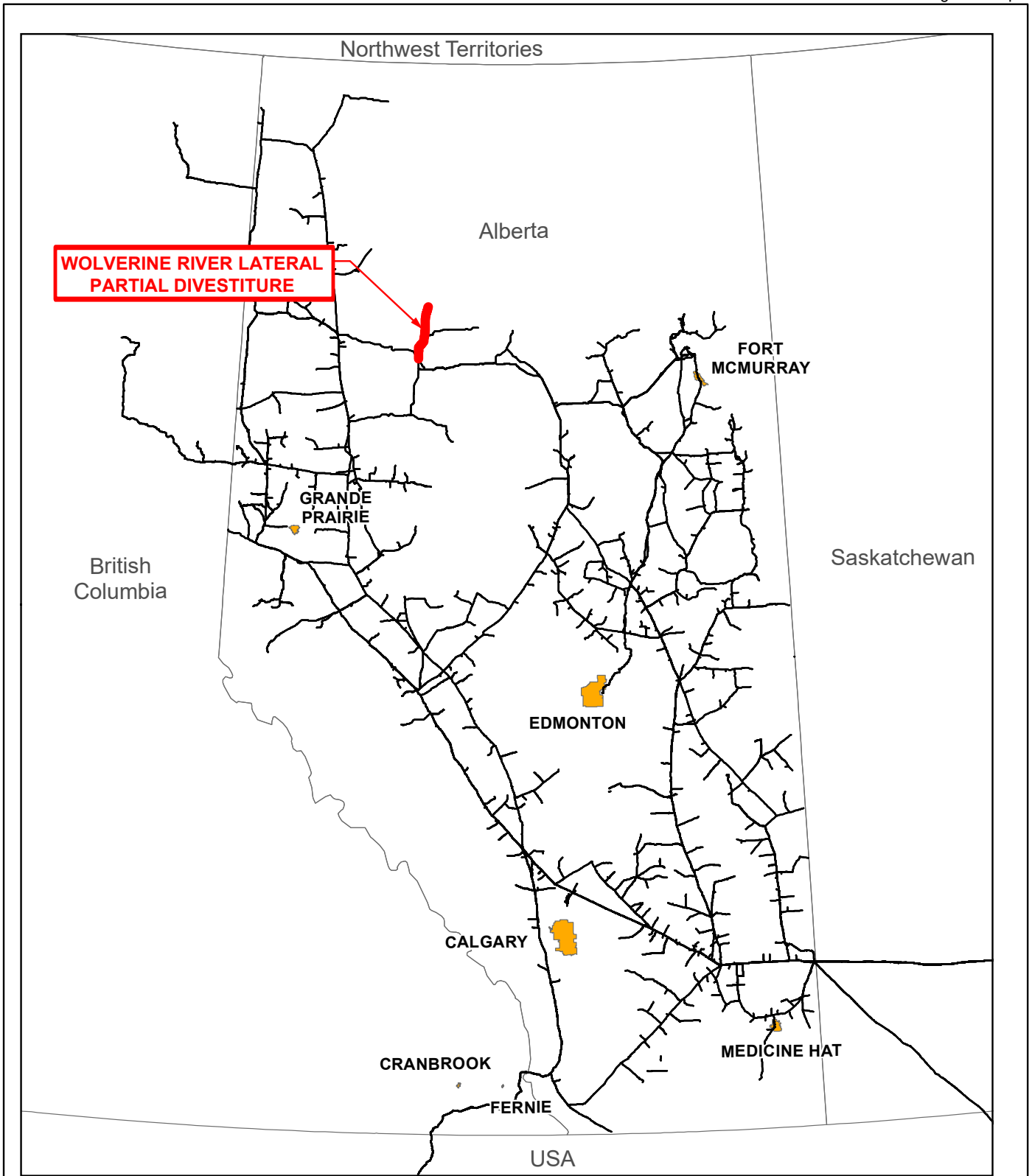
*Original signed by*

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Robert MacLeod  
Manager, Regulatory Facilities  
Canadian Natural Gas Pipelines

Please direct all communication relating to this Application to:

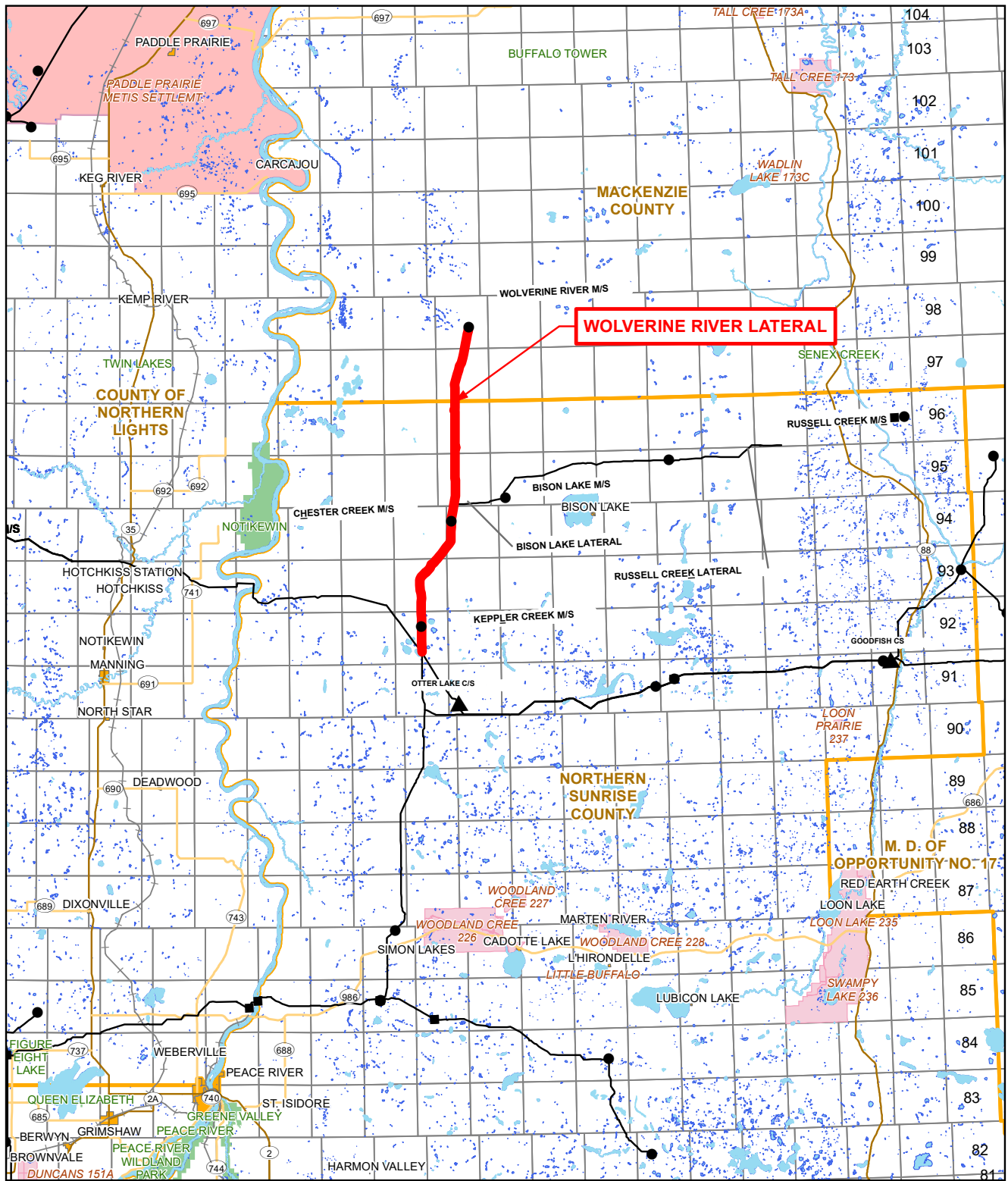
Kenneth Pountney Regulatory Project Manager Regulatory Facilities, Canadian Natural Gas Pipelines NOVA Gas Transmission Ltd. 450 - 1 Street SW Calgary, AB T2P 5H1 Tel: (403) 920-7425 Fax: (403) 920-2347 Email: kenneth_pountney@tcenergy.com	Elizabeth von Engelbrechten Legal Counsel Canadian Law, Natural Gas Pipelines NOVA Gas Transmission Ltd. 450 - 1 Street SW Calgary, AB T2P 5H1 Tel: (403) 920-7838 Fax: (403) 920-2310 Email: E_vonEngelbrechten@tcenergy.com
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**WOLVERINE RIVER LATERAL  
 PARTIAL DIVESTITURE**

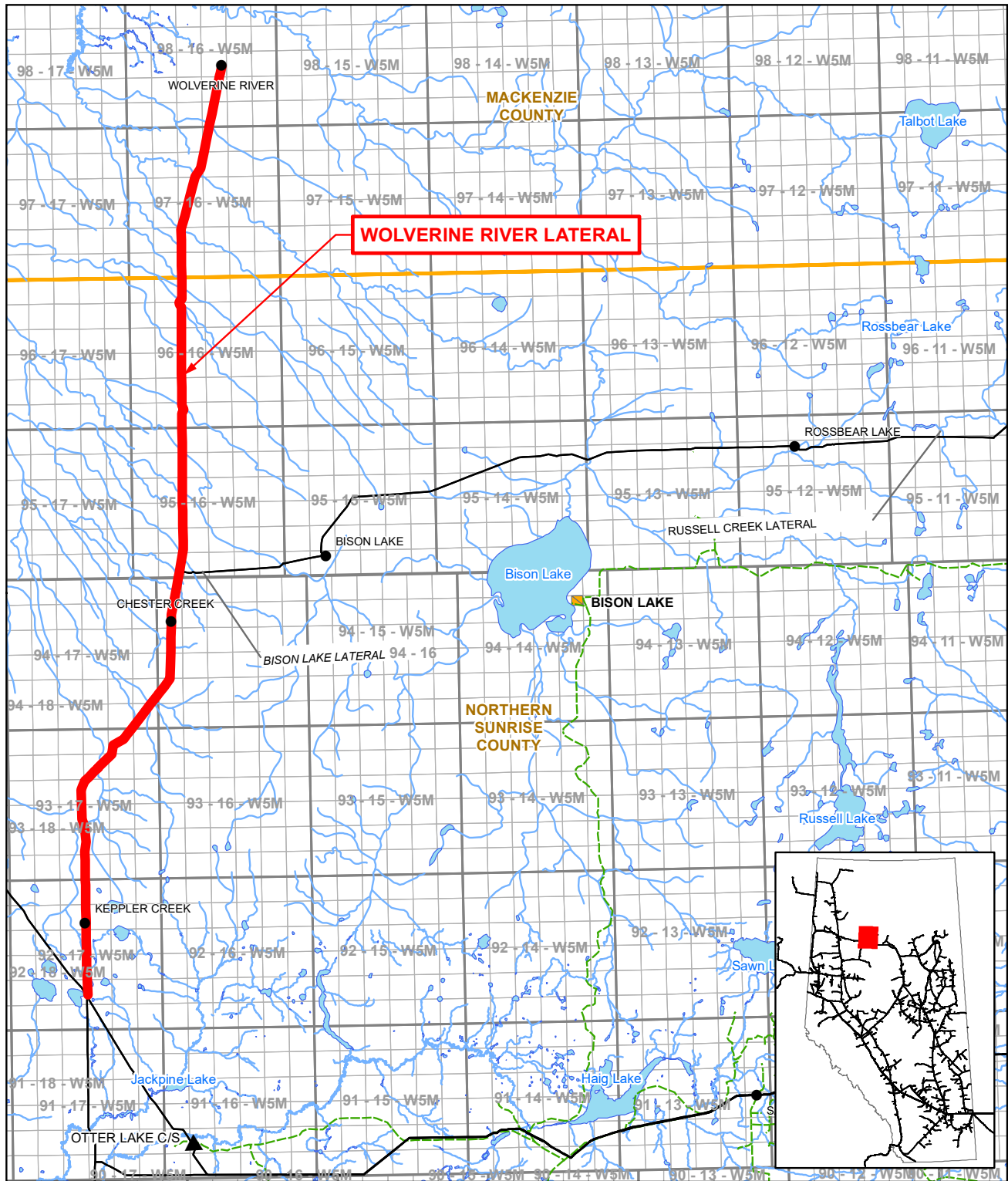
TERMS OF USE: The datasets used to create this map have been gathered from various sources for a specific purpose. TC Energy provides no warranty regarding the accuracy or completeness of the datasets. Unauthorized or improper use of this map, including supporting datasets is strictly prohibited. TC Energy accepts no liability whatsoever related to any loss or damages resulting from proper, improper, authorized or unauthorized use of this map and associated datasets and user expressly waives all claims relating to or arising out of use of or reliance on this map.

<b>WOLVERINE RIVER LATERAL PARTIAL DIVESTITURE</b>					
Global					
CARTOGRAPHER:	EG	21-02-03	LOCATION:	REVISION: 0	ISSUED DATE: 21-02-03
REVIEWER:	BP	21-02-03	COORDINATE SYSTEM: NAD 1983 UTM Zone 11N		ISSUE PURPOSE: IFU
APPROVER:	BP	21-02-03			
			FILE NAME: T_0323_000_01_00_Wolverine_River_LT.mxd		



TERMS OF USE: The datasets used to create this map have been gathered from various sources for a specific purpose. TC Energy provides no warranty regarding the accuracy or completeness of the datasets. Unauthorized or improper use of this map, including supporting datasets is strictly prohibited. TC Energy accepts no liability whatsoever related to any loss or damages resulting from proper, improper, authorized or unauthorized use of this map and associated datasets and user expressly waives all claims relating to or arising out of use of or reliance on this map.

<b>WOLVERINE RIVER LATERAL</b>			<ul style="list-style-type: none"> <li>— Railway</li> <li>— Primary Highway</li> <li>— Secondary Highway</li> </ul>	<ul style="list-style-type: none"> <li>— River / Lake</li> <li>— Protected Area</li> <li>— City / Town</li> <li>— First Nation Lands</li> <li>— Metis Settlement</li> <li>— Military Reserve</li> <li>— County</li> </ul>		
<ul style="list-style-type: none"> <li>▲ Compressor Station</li> <li>■ Delivery Meter Station</li> <li>● Receipt Meter Station</li> <li>— Existing NGTL Pipeline</li> </ul>			LOCATION: _____ REVISION: 0 ISSUED DATE: 21-07-05 COORDINATE SYSTEM: NAD 1983 UTM Zone 11N ISSUE PURPOSE: IFU 			
Regional CARTOGRAPHER: EG 21-07-05 REVIEWER: BP 21-07-05 APPROVER: BP 21-07-05			MAP NUMBER: T_0323_000_02_Wolverine_River_LI.mxd Not all legend elements may appear on the map.			

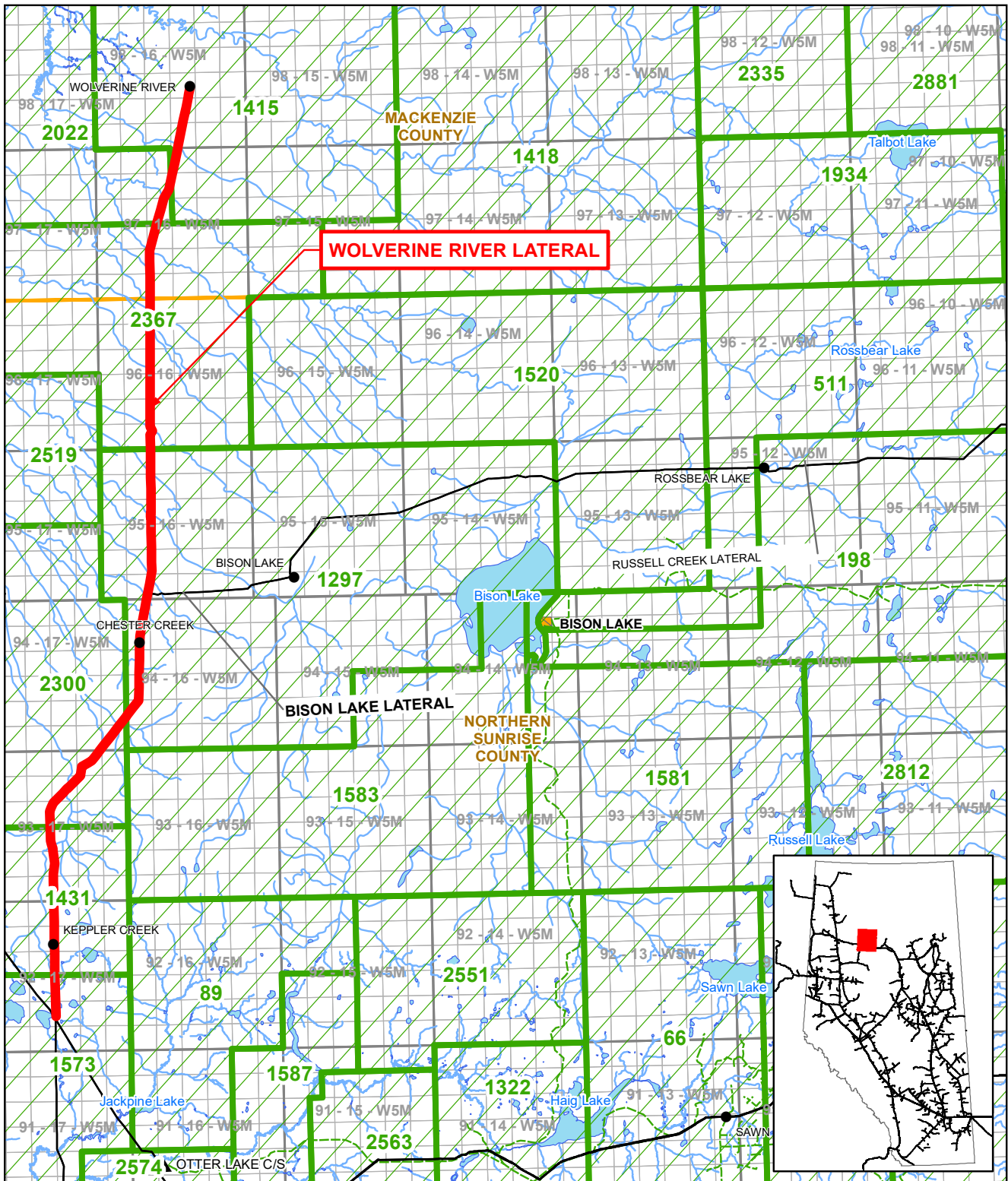


TERMS OF USE: The datasets used to create this map have been gathered from various sources for a specific purpose. TC Energy provides no warranty regarding the accuracy or completeness of the datasets. Unauthorized or improper use of this map, including supporting datasets is strictly prohibited. TC Energy accepts no liability whatsoever related to any loss or damages resulting from proper, improper, authorized or unauthorized use of this map and associated datasets and user expressly waives all claims relating to or arising out of use of or reliance on this map.

<b>WOLVERINE RIVER LATERAL</b>			<ul style="list-style-type: none"> <li> Wolverine River Lateral</li> <li> Compressor Station</li> <li> Delivery Meter Station</li> <li> Receipt Meter Station</li> </ul>	<ul style="list-style-type: none"> <li> Railway</li> <li> Gravel Road</li> <li> Primary Highway</li> <li> Secondary Highway</li> </ul>	<ul style="list-style-type: none"> <li> City / Town</li> <li> River / Lake</li> <li> First Nation Land</li> <li> Metis Settlement</li> <li> Protected Area</li> <li> Military Reserve</li> <li> County</li> </ul>	N																									
<table border="1"> <tr> <td colspan="3">Detail</td> </tr> <tr> <td>CARTOGRAPHER:</td> <td>EG</td> <td>21-07-05</td> </tr> <tr> <td>REVIEWER:</td> <td>BP</td> <td>21-07-05</td> </tr> <tr> <td>APPROVER:</td> <td>BP</td> <td>21-07-05</td> </tr> </table>			Detail			CARTOGRAPHER:		EG	21-07-05	REVIEWER:	BP	21-07-05	APPROVER:	BP	21-07-05	Not all legend elements may appear on the map.			<table border="1"> <tr> <td>LOCATION:</td> <td>REVISION: 0</td> <td>ISSUED DATE: 21-07-05</td> </tr> <tr> <td colspan="2">COORDINATE SYSTEM: NAD 1983 UTM Zone 11N</td> <td>ISSUE PURPOSE: IFU</td> </tr> <tr> <td colspan="3" style="text-align: center;"> </td> </tr> <tr> <td colspan="3">MAP NUMBER: T_0323_000_03_02_Wolverine_River_LT.mxd</td> </tr> </table>	LOCATION:	REVISION: 0	ISSUED DATE: 21-07-05	COORDINATE SYSTEM: NAD 1983 UTM Zone 11N		ISSUE PURPOSE: IFU				MAP NUMBER: T_0323_000_03_02_Wolverine_River_LT.mxd		
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- W5M





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<b>WOLVERINE RIVER LATERAL</b>		Wolverine River Lateral	Railway	City / Town			
Trapper		Compressor Station	Gravel Road	River / Lake			
CARTOGRAPHER:	EG 21-07-05	Delivery Meter Station	Primary Highway	First Nation Land	LOCATION:	REVISION: 0	ISSUED DATE: 21-07-05
REVIEWER:	BP 21-07-05	Receipt Meter Station	Secondary Highway	Metis Settlement	COORDINATE SYSTEM:	ISSUE PURPOSE: IFU	
APPROVER:	BP 21-07-05	Not all legend elements may appear on the map		Protected Area	NAD 1983 UTM Zone 11N		
				Military Reserve	0 3 6 km		
				County	MAP NUMBER: T_0323_000_04_02 Wolverine River LT.mxd		
				Trapper Area			

No. 1805

PROVINCE OF ALBERTA



CANADA

# Certificate of Incorporation

I hereby Certify that

- NORTHERN LIGHTS GAS CO-OP LTD. -

is this day incorporated under "The Co-operative Associations Act," of the Province of Alberta.

Given under my hand and seal of office at Edmonton this nineteenth day of August A.D. 1974.



es

(Jas. Warr)

Registrar of Companies

**Stakeholder Notification of Proposed Sale**

<p><b>Notification Package Details:</b>          Stakeholder list is current to June 2021.          All project notification packages include:</p> <ul style="list-style-type: none"> <li>• Notification letter</li> <li>• Project map and factsheet</li> <li>• TC Energy Brochure: Engaging with our Stakeholders</li> </ul>		
<b>Stakeholder Type</b>	<b>Organization/Group/Name</b>	<b>Details of Notification</b>
Government – Federal	MP – Peace River-Westlock	June 4, 2021: Notification package sent by email.
Government – Provincial	MLA – Peace River	June 4, 2021: Notification package sent by email.
Government – Municipal	Northern Sunrise County: <ul style="list-style-type: none"> <li>• Chief Administrative Officer</li> <li>• Reeve</li> <li>• Director of Public Works</li> <li>• Director of Protective Services</li> <li>• Deputy Fire Chief</li> </ul>	June 4, 2021: Notification package sent by email.
Government – Municipal	MacKenzie County: <ul style="list-style-type: none"> <li>• Chief Administrative Officer</li> <li>• Reeve</li> <li>• Fire Chief</li> <li>• Director of Community Services</li> </ul>	June 4, 2021: Notification package sent by email.
Landowner	Provincial AER / AEP Field Office – Grande Prairie: <ul style="list-style-type: none"> <li>• SE 15-098-16 W5M</li> <li>• NE/SE/SW 10-098-16 W5</li> <li>• NW/SW 03-098-16 W5</li> <li>• NW/SW 34-097-16 W5</li> <li>• NW 27-097-16 W5</li> <li>• NE/SE 28-097-16 W5</li> </ul>	June 4, 2021: Notification package sent by Xpresspost.

**Stakeholder Notification of Proposed Sale (cont'd)**

Stakeholder Type	Organization/Group/Name	Details of Notification
Landowner (cont'd)	<ul style="list-style-type: none"> <li>• NE/SE/SW 21-097-16 W5</li> <li>• NW/SW 16-097-16 W5</li> <li>• NW/SW 09-097-16 W5</li> <li>• NW/SW 04-097-16 W5</li> <li>• NW/SW 33-096-16 W5</li> <li>• SE 32-096-16 W5</li> <li>• NE 29-096-16 W5</li> <li>• NW/SW 28-096-16 W5</li> <li>• NW/SW 21-096-16 W5</li> <li>• NW/SW 16-096-16 W5</li> <li>• NW/SW 09-096-16 W5</li> <li>• NW/SW 04-096-26 W4</li> <li>• SE 05-096-16 W5</li> <li>• NE 32-095-16 W5</li> <li>• NW/SW 33-095-16 W5</li> <li>• NW 28-095-16 W5</li> <li>• NW/SW 29-095-16 W5</li> <li>• NE/SE 20-095-16 W5</li> <li>• NE/SE 17-095-16 W5</li> <li>• NE/SE 08-095-16 W5</li> <li>• NE/SE 05-095-16 W5</li> <li>• NE/SE 31-094-16 W5</li> <li>• NE/SE 30-094-16 W5</li> <li>• NE/SE 19-094-16 W5</li> <li>• NE/SW/SE 18-094-16 W5</li> <li>• NE/NW/SW 07-094-16 W5</li> <li>• SE 12-094-17 W5</li> <li>• NE/NW/SW 01-094-17 W5</li> </ul>	See above

**Stakeholder Notification of Proposed Sale (cont'd)**

Stakeholder Type	Organization/Group/Name	Details of Notification
Landowner (cont'd)	<ul style="list-style-type: none"> <li>• SE 02-094-17 W5</li> <li>• NE/SE/SW 35-093-17 W5</li> <li>• NW 26-093-17 W5</li> <li>• NE/SE/SW 27-093-17 W5</li> <li>• NW 22-093-17 W5</li> <li>• NE/SE 21-093-17 W5</li> <li>• NE/SE 16-093-17 W5</li> <li>• SW 15-093-17 W5</li> <li>• NW/SW 10-093-17 W5</li> <li>• NW/SW 03-093-17 W5</li> <li>• NW/SW 34-092-17 W5</li> <li>• NW/SW 27-092-17 W5</li> <li>• NW/SW 22-092-17 W5</li> <li>• NW/SW 15-092-17 W5</li> <li>• NW/SW-10-92-17-W5M</li> </ul>	See above
Land Users	<ul style="list-style-type: none"> <li>• FMA Holder 0900044</li> <li>• TPA 1415</li> <li>• TPA 1431</li> <li>• TPA 1573</li> <li>• TPA 2022</li> <li>• TPA 2300</li> <li>• TPA 2367</li> <li>• TPA 1297</li> </ul>	June 4, 2021: Notification package sent by Xpresspost.

**Stakeholder Notification of Proposed Sale (cont'd)**

<b>Stakeholder Type</b>	<b>Organization/Group/Name</b>	<b>Details of Notification</b>
Industry Third-Parties	<ul style="list-style-type: none"><li>• Baytex Energy Ltd.</li><li>• Plains Midstream Canada ULC</li><li>• Prairie Provident Resources Canada Ltd.</li><li>• Canadian Natural Resources Limited</li><li>• Perpetual Operating Corp.</li></ul>	June 4, 2021: Notification package sent by Xpresspost.

**TC Energy**  
450 - 1 Street S.W. Calgary, AB  
Canada, T2P 5H1  
Cell: 403-463-0856  
josh\_pentland@tcenergy.com



July 27, 2021

[SENT BY EMAIL]

NOVA Gas Transmission Ltd. (NGTL), a wholly owned subsidiary of TransCanada PipeLines Limited, an affiliate of TC Energy, would like to provide you with an update on the sale of the Wolverine River Lateral (Pipeline Asset).

As communicated on June 4, 2021, NGTL is proposed to sell the existing Pipeline Asset to the Northern Lights Gas Co-op. The Pipeline Asset is located in both Northern Sunrise County and Mackenzie County, Alberta, and consists of approximately 64 kilometers of NPS 12 pipeline between SE 15-098-16 W5M and SW 10-092-17 W5M.

As required by the regulator, the Canada Energy Regulator (CER), we are writing to advise you that the application was filed on July 16, 2021. This application may be accessed online in the CER's Regulatory Document Index at the following link [Canada Energy Regulator - REGDOCS - \(cer-rec.gc.ca\)](https://www.cer-rec.gc.ca) under CER Filing ID: C14127 Subject to CER approval, NGTL is expecting the divestiture to close in Q2 2022.

If you require further information about the CER and regulatory oversight of NGTL projects, please visit <https://www.cer-rec.gc.ca/>.

TC Energy is a leading North American energy infrastructure company with over 65 years of experience and has an industry leading safety record. We are committed to building and operating our natural gas system safely. From design and construction to operation and maintenance, safety is an integral part of everything we do.

We strive to engage stakeholders early and often. We believe engagement is a two-way process and invite communities, landowners, and other interested stakeholders to share their questions and concerns with us so that we can provide information, follow up, and, where possible, incorporate input into our plans. Please do not hesitate to contact TC Energy's Public Affairs department in regard to the proposed project.

Sincerely,

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

Josh Pentland  
Public Affairs, Canada West



**Orphan Well  
Association**

## Orphan Well Association

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Alberta Oil and Gas Orphan Abandonment and Reclamation Association  
1005, 850 – 2<sup>nd</sup> Street SW, Calgary Alberta, T2P 0R8  
[www.orphanwell.ca](http://www.orphanwell.ca)

July 7, 2021

Mr. Josh Knelsen  
4511-46 Avenue, Box 640  
Fort Vermilion, Alberta  
T0H 1N0

A-84

Dear Josh Knelsen,

As a neighbour in Mackenzie County, and a partner with Alberta businesses, I've enclosed for your information our 2020/21 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, which we have supplemented in this letter with information specifically about Mackenzie County.

When a well, pipeline, facility or associated site in Alberta no longer has a legally or financially responsible party that can be held accountable, it may be designated as an orphan by the Alberta Energy Regulator (AER) and becomes the responsibility of the OWA. Our role is to decommission the orphans and restore the land similar to its original state. Every site that is closed is then available for farming, pastureland, recreation or a growing community.

In 2020/21, our average cost of decommissioning a well was \$23,000 and reclaiming a site was \$22,500, with specific projects varying depending on technical complexity. A study by the Petroleum Services Association of Canada found between 41 and 57 people are employed in the closure of a single well.

From April 1, 2020 to March 31, 2021, the OWA invested about \$1,562,000 in Mackenzie County, hiring 41 vendors to safely perform a variety of activities on 384 orphan sites, ranging from inspections, decommissioning and reclamation, but also including much-needed hospitality services and other related spending.

There remain other orphan properties in Mackenzie County that are part of the overall Alberta inventory, including 187 orphan sites that require decommissioning and then reclamation, and 197 sites that require reclamation only. Our complete inventory, updated monthly, is in the "About" section of our website at [orphanwell.ca](http://orphanwell.ca).



In addition to orphan properties, Mackenzie County also has 1,929 inactive well licenses. These properties have solvent owners and operators and so are not the responsibility of the OWA. These inactive sites with solvent operators may participate in the Government of Alberta's Site Rehabilitation Program ([alberta.ca/siterehab](http://alberta.ca/siterehab)). The OWA is not eligible to participate in this program.

For our part, with some repayable loan support at both the provincial and federal levels, the OWA's work is essentially entirely funded by Alberta's oil and gas industry. On behalf of industry and the AER, 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 a broader context, over the past year, the OWA decommissioned more wells and completed more reclamation projects than ever before. In 2020/21, despite receiving more than 1,000 new orphan wells, we actually *decreased* the overall inventory from about 3,000 wells to just over 2,000. With our steady and strategic approach, if no new sites were added to our inventory, our work would be completed within a few years.

Unfortunately, with the continuing struggles of Alberta's energy sector, we expect that we will continue to add new inventory. 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 with loans—not grants—that will ultimately be repaid by our industry funders over the coming years.

Underpinning all the OWA's efforts is our relationship with our industry partners and contractors—more than 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.

We have had a difficult year with a surging workload, compounded by the challenges of COVID, but we have adapted and 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](http://orphanwell.ca), or contact me directly at 403-297-3398.

Yours truly,



Lars De Pauw  
Executive Director  
Orphan Well Association



587.892.7874 | aapg.ca



310.AUMA | auma.ca



780.955.3639 | RMAAlberta.com

June 30, 2021

Dear Mayors, Reeves, and CAOs:

The Alberta Police Interim Advisory Board (APIAB) wants to ensure that municipalities continue to have an understanding of the work the Board is doing. This update outlines the work that the interim board has undertaken since we last reported February 15<sup>th</sup>:

### *Interim Board's Mandate*

The APIAB was established by the Minister of Justice and Solicitor General (JSG). Our work is two-fold: to share the municipal perspective on policing priorities with the RCMP and Government of Alberta, while developing the governance structure for the permanent Board. As determined by JSG, the Interim Board is comprised of representatives from RMA, AUMA and the Alberta Association of Police Governance, with specific representation identified by each association. The Interim Board's mandate concludes at the end of 2021. Based upon the Minister of JSG accepting the recommendations for the Governance structure of the permanent Board, the recruitment & selection process for the permanent Board will begin.

### *Interim Board's Focus*

Since the last report, the Interim Board has held eight meetings. All of our meetings have been held virtually due to COVID-19 compliance. JSG staff and the RCMP continue to be active participants in these meetings. During this past four months our primary focus has been developing a recommendations on the governance structure and recruitment for the permanent board. This has included reviewing a governance survey sent to you in March. We were very fortunate to have 98 municipalities respond to our survey. Your input has been integral in developing these documents.

The Interim Board submitted our recommendations to the Minister of Justice and Solicitor General on June 24<sup>th</sup>, 2021. Attached to this update is a copy of our submission. Depending on the direction that the Minister takes we are hoping to begin recruitment for the permanent Board in the next couple months and start planning for the transition to a permanent Board.

The Interim Board will be developing a survey for Fall 2021 to collect data for our next submission into the 2022/23 priorities and collect feedback on process of the Board and implementation to date.

### *Interim Board's Engagement with Municipalities*

Several Board members have attended various meetings and conferences to report on where we are at with the development of the permanent board and our next steps, and the policing priorities of 2021/22. These meetings have included but are not limited to:

- Police Summit
- RMA Convention
- AAPG

### *Quarterly Template from RCMP*

In late March and early April, the RCMP finalized a document that they referred to as a Quarterly template. All municipalities should be seeing this document presented to them by their local Detachment Commander. This document should provide councils with not only local content, but HR and Financial data, and crime trends. We are told that all municipalities down to the smallest village should see this document. The Board feels that this document will help inform all councils on all policing questions. Appendix 1 is a sample of what this document looks like. We encourage you all to be asking your detachment commanders for this information and about this report if you are not seeing it.

### *Enhanced Policing Document*

Recently a member of the Board worked with staff at JSG to develop an easier to follow document to aid in minimizing the confusion surrounding Enhanced Policing and its impact on the Provincial Police Funding Model (PFM). This is included as Appendix 2 of this report. If you require further discussion on this or any other policing document, please do not hesitate to reach out to any member of your Board.

### *Funding Reconciliation*

In attempts to assure the municipalities of where the money they are now paying is being spent, the RCMP has put accounting processes in place to ensure transparency and accountability. We have requested and expect a full reconciliation for our July meeting. We are also expecting an understanding on the expenditure plan for 2021/2022.

### *RCMP Update on Staffing*

As of June 7, 2021, the RCMP advised that 70 of 76 new regular member positions had been filled to date, 6 positions are pending within the staffing process. As well, of the 57 public service employee positions, a total of 42 positions have been filled to date, and the remaining positions are pending within the staffing process. See Appendix 3 PPSA Police Funding Model Positions June 2021 for further details.

The 2021/22 Funding letter from JSG to the RCMP has not yet been received which authorizes the positions for the current year. It is expected that the target will be 55 Regular Members and 42 Civilian Members. We expect to have an update on this at our July meeting.

In conclusion, my fellow Board members and I are pleased with the engagement of the RCMP and Justice & Solicitor General in our discussion and our progress to date. As always we are pleased with the potential of this Board to increase the municipal voice in policing across the province. Please contact me or my Board colleagues with any questions or concerns, and I look forward to providing you with the next quarterly update in a few months.

Sincerely,



Tanya Thorn  
Board Chair, Alberta Police Interim Police Advisory Board  
403-860-7342  
[Board@ABPoliceAdvisoryBoard.com](mailto:Board@ABPoliceAdvisoryBoard.com)



# RCMP Provincial Policing Report

MUNICIPALITY OF.... X | VILLAGE OF.... X

Provided for the ----: (month or quarter as per reporting schedule noted below)

DATE:

## PROVINCIAL POLICE SERVICE COMPOSITION

2020-21 Fiscal Year Staffing Category:	Number as per Org Chart <sup>1</sup>	Actual Number	Variance	Pending (+/-)
<b>Regular Members</b>			0	
<b>Public Servants</b>			0	
<b>Detachment Commander :</b>				

\*current could include mat leave, long term leave etc., which should be noted in explanation below.

\* Pending – status of members/PSS leaving or coming to the detachment

<sup>1</sup> The number of approved Provincial Police Service positions on the detachment Organisation Chart

*Variance explanations: 1 cadet coming in March.....one retirement pending April.....*

*May want to mention duties over and above Detachment policing such as Major Event deployments or special duties on the detachment members ERT, TAC, SAR and Containment*

## 1 REPORTING SCHEDULE

The reporting schedule as determined in consultation between the RCMP and the municipality, as of October 2020 is set for quarterly reporting.

- *It is agreed that in addition to the template the following additional reporting will be provided:*
- *Initiatives such as programs like START and DART, or briefing on a current issue like the Fentanyl role out, or crime trends).*
- *Other items that could be considered are traffic initiatives with support from Divisional Traffic Units*
- *Major Investigations with significant support of Provincial Support Services Units (FIS, PDS, MCU etc.)*

## 2 MANAGEMENT OF THE POLICE SERVICE:

### 2.1 Objectives, Priorities and Goals for 2020/21:

*As per the meeting on date.....Municipality of XX place a high value on controlling property crime.....Drugs on our streets and in our schools is a major issue for the municipalities.....*

*This should read identical to the objectives and initiatives as indicated on your Detachment Annual Performance Plan.*

### RCMP's Planned Initiatives to Meet Objectives, Priorities and Goals:

#### 2.1.1 OBJECTIVE:

*Sample Text: Control Property Crime*

##### **Initiative #1:**

*Sample Text: The RCMP will target prolific offenders in the community committing property crime offences.....*

##### **Current Status and Results:**

*What is the impact on the community, what has been achieved, school visits, drug awareness presentations, and prolific offender checks done?*

##### **Initiative #2:**

##### **Current Status and Results:**

#### 2.1.2 OBJECTIVE:

*Sample text: The RCMP will work with the community and the schools on target drug enforcement and education*

##### **Initiative #1:**

*Sample text: \_Community Mobilization*

##### **Current Status and Results:**

##### **Initiative #2:**

*Sample text: Drug Enforcement activities*

##### **Current Status and Results:**

### 3 CURRENT ACTIVITY STATISTICS – (as selected by municipality, should be tied to policing priorities)

Category:	Number This Half in 2020-21	Number This Half in 2019-20	Year to Date 2020-21	Year to Date 2019-20
Property Crime				
Common Offence Notices				
Impaired Driving Charges				
<i>Other statistic as requested (specify)</i>				
<i>Other statistic as requested</i>				
Other				

*In order to provide comparable information, the reporting period for the current year is being compared to the same reporting period for the previous year. This will provide a more accurate comparison by taking into account any special events that happen in the community on an annual basis, and also account for seasonal changes in traffic/tourism, and RCMP strategic initiatives etc.*

#### 3.1 TRENDS/ POINTS OF INTEREST/ VALUE/ PERTINENT COST DRIVERS

*Sample Narrative could include: traffic initiatives that required outside support from other detachments or Traffic Service members, requirement for resources outside detachment area such as major incident where ERT, Major Crimes, or other support services were required to deal with investigation of significant event. Also include any particular cost drivers that have potentially put a strain on the detachment budget such as mentioning a large incident or file in the community that has resulted in elevated overtime costs.*

#### 3.2 SIGNIFICANT MEETINGS IN THE COMMUNITY

*Meetings attended with organizations within the community, (Municipalities, Villages, First Nations, Chamber of Commerce, School District, Victim Services, local service clubs, COPP). This would speak to the goal of community based policing. This is different from officers attending schools or participating in community charity events. It is more about meetings attended by the **RCMP leadership** to provide a RCMP insight to a specific issue.*

# Police Funding Regulation

The **Police Funding Regulation (PFR)** came into force on April 1, 2020. It implemented two separate initiatives:

- 1) The creation of the Police Funding Model (PFM), and
- 2) The absorption of Option 1 Enhanced Policing Positions (EPPs).

## Provincial Police Services

Pursuant to Alberta's *Police Act*, the Province of Alberta is responsible for ensuring that an adequate and effective level of policing is maintained throughout the Province. For municipalities with populations 5,000 or under, police services are provided by the Royal Canadian Mounted Police (RCMP) through the Provincial Police Service Agreement (PPSA) between the Government of Alberta and the Government of Canada.

Detachment resources are determined taking into consideration a number of factors such as nature and volume of crime, Crime Severity Index (CSI), demographics, priorities, access and travel considerations, etc.

## Enhanced Policing Program



In order to meet additional specific local service initiatives, some Provincial Police Service (PPS) municipalities desire additional dedicated policing services over and above the base service level they receive. These enhanced levels of policing have been available to communities through the Enhanced Policing Program (EPP) under two options.

### OPTION 1 – PPS Full Time/Long Term Positions

In this option, the municipality agreed to pay Alberta Justice and Solicitor General (JSG) the provincial cost (70%) of a full time RCMP position, for a minimum period of three years. In order to grow the PPS, a moratorium was placed on PPS EPP Option

1 agreements in late 2019. No new agreements have been entered into.

Any PPS EPP Option 1 Agreements in effect in 2019 had the costs transitioned to JSG as part of its PPS costs effective April 1, 2020. As a result, EPP Option 1 **Agreements were terminated**. However, the full-time policing **positions were maintained and unchanged**. This means that the communities which had EPP Option 1 Agreements in place in 2019, kept those positions, but no longer bear the cost of those positions. Municipalities also had a Memorandum of Understanding (MOU) that set out the duties and responsibilities of the EPP Option 1 positions. It is expected the **MOUs also continue** as the positions are understood to continue providing services **under the same terms, with the same position duties and responsibilities. No changes are to be made** unless the effected municipalities determine to do so in consultation with their RCMP. This status is in place for the five year period of the Police Funding Regulation (2020-2025).

Option 1s As of April 1, 2020	
<b>TERMINATED</b>	AGREEMENTS with JSG MUNICIPAL COST (JSG now PAYING)
<b>CONTINUED/UNCHANGED</b>	POSITIONS DUTIES/RESPONSIBILITIES MOUs with RCMP

### OPTION 2 – Short Term Services

Under this option, the municipality agrees to pay JSG a specified amount to enhance existing police service levels for a specific community event / short term seasonal or special event dedicated services over a limited period of time. Option 2 Agreements continue to be available to PPS communities.



## The Police Funding Model

Under the PPSA, 70 percent of RCMP provincial police service member costs are paid by the province in a cost-sharing arrangement between the province and the federal government. Starting April 1, 2020, PPSA municipalities began contributing a portion of that cost through the PFM.

This municipal-provincial cost-sharing initiative enables an investment of up to \$286 million over five years into the PPS, with a priority being the addition of up to 300 RCMP PPS officers placed in rural detachments and in specialized RCMP PPS units that augment detachment policing. In addition, the investment will enable the addition of up to 200 new civilian positions to the PPS to assist with administrative tasks and investigative support to enable officers to have more active time and be engaged in communities.

The RCMP and JSG have a plan to invest in RCMP officers and civilian staff that will:

- support rural detachment enhancement (this is the priority in the first few years of reinvestment);
- undertake methamphetamine and opioid initiatives;
- expand aerial observation capability;
- address auto theft;
- continue to advance the Call Management Initiative;
- enhance General Investigative Services; and
- further support vulnerable persons, missing persons, and homicide investigations.

While not every municipality may receive a new police officer or civilian position locally, every PPSA community in Alberta will benefit from the total increased RCMP resources either through direct detachment placements, through specialized units that benefit all municipalities such as the Alberta Law Enforcement Response Team (ALERT), Crime Reduction Units, Call Back Units, Operational Support Services, or Emergency Response Teams, and civilian positions such as Court Case Management, Criminal Operations, Offender Management Programs, and Community Outreach.

## The PFM Formula for Cost Distribution



A municipality's cost share of total policing costs is calculated according to a formula comprised of a base amount (weighted equalized assessment (50%) + weighted population (50%)), adjusted by modifiers, where appropriate. Modifiers include: shadow population, CSI, and a detachment subsidy for towns, villages and summer villages without a detachment in their community. Invoices are the amount to be paid. **Any modifiers are already accounted for in the PFM formula.**

Costs are being phased in, with 10 per cent contributed to policing costs in 2020, followed by 15 per cent in 2021, 20 per cent in 2022, and 30 per cent in 2023 and 2024. Total policing costs are static for the entire five year period as they have been based on 2018 costs.

PPSA Municipal Policing Costs	
Pre April 1, 2020	Post April 1, 2020
<b>Enhanced Policing Program</b>	
Formal EPP Position	"Enhanced" Position
MOU	MOU
<b>Position Cost</b>	<b>\$0</b>
<b>Police Funding Model</b>	
<b>\$0</b>	<b>PFM Cost</b>

## Future Status of EPP and PFM

Changes to both initiatives will be assessed during the *Police Funding Regulation* five year review.

## Provincial Police Transition Study

The transition study is an entirely separate initiative. The study will inform the government on whether a future dedicated provincial police service (not a federally contracted one) is in the best interests of Albertans. The study is examining the RCMP's current policing model to determine costs and operational requirements should Alberta transition to its own provincial police. It is not conducting an assessment of the current RCMP-provided contract policing service.



## PPSA Police Funding Model – 2020/21 Positions

*Updated: June 7, 2021*

As per the 2020/21 PPSA Call-Up of new positions, including 76 regular member and 57 public service employee positions, the Alberta RCMP has allotted the following new regular member resources:

- 46 positions in rural Alberta Detachments (Filled)
- 10 positions in the Call Back Unit (Filled)
- 2 positions to KMOSS (Filled)
- 3 positions to Child Advocacy Centers (Filled)
- 3 positions to Emergency Response Teams (Filled)
- 4 positions to Offender Management (2 Filled, 2 Pending)
- 3 positions to General Investigative Services (SAD) (2 Filled, 1 Pending)
- 2 positions to Police Dog Services (1 Filled, 1 Pending)
- 3 positions to the Diversity Unit (1 Filled, 2 Pending)

This accounts for all of the 76 regular member positions. A total of 70 positions have been filled to date, 6 positions are pending within the staffing process. See Annex A for further details.

The following public service employee positions have been allocated:

- 31 Detachment Services Support positions (25 Filled, 6 Pending)
- 1 Court Case Management position (Filled)
- 2 Criminal Operations Strategic Management Services positions (Filled)
- 4 Community Engagement and Outreach Specialists (Pending)
- 4 Scenes of Crime Officers (Pending)
- 6 Operational Call Center Operators (Filled)
- 2 Operational Call Center Administrative Support positions (Filled)
- 4 Rural Crime Reduction Analysts (3 Filled, 1 Pending)
- 1 Rural Crime Administrative Support positions (Filled)
- 1 Forensic Identification Services Clerk – St. Paul position (Filled)
- 1 Intellex position (Filled)

This accounts for all of the 57 public service employee positions. A total of 42 positions have been filled to date, and the remaining positions are pending within the staffing process. See Annex B for further details.



## Annex A – Regular Member Position Detail

Police Funding Model - Year 1 - Regular Members - as of June 7, 2021				
District/Unit	Detachment	Position Description	Staffing Status	Start Date
Southern Alberta District	AIRDRIE	General Duty	Filled	2020-07-10
		General Duty	Filled	2020-12-10
	CANMORE	General Duty	Filled	2020-08-11
	COCHRANE	General Duty	Filled	2020-10-16
		General Duty	Filled	2020-09-30
		General Duty	Filled	2020-10-27
	DIDSBURY	General Duty	Filled	2020-09-15
	HIGH RIVER	General Duty	Filled	2020-11-03
	OKOTOKS	General Duty	Filled	2020-07-06
	STRATHMORE	General Duty	Filled	2020-09-14
SAD GIS	General Investigative Services	Filled	2020-11-13	
	General Investigative Services	Pending		
	General Investigative Services	Filled	2020-12-10	
Central Alberta District	BLACKFALDS	General Duty	Filled	2020-07-22
	CAMROSE	General Duty	Filled	2020-04-01
	INNISFAIL	General Duty	Filled	2020-10-12
	LEDUC	General Duty	Filled	2020-04-01
	MORINVILLE	General Duty	Filled	2020-09-03
	PARKLAND	General Duty	Filled	2020-07-27
	RIMBEY	General Duty	Filled	2020-11-30
	ROCKY MOUNTAIN HOUSE	General Duty	Filled	2020-07-22
		General Duty	Filled	2020-07-22
	STETTLER	General Duty	Filled	2021-01-25
	STRATHCONA	General Duty	Filled	2020-07-27
	SYLVAN LAKE	General Duty	Filled	2020-11-28
	THORSBY	General Duty	Filled	2020-09-14
		General Duty	Filled	2020-11-16
WETASKIWIN	General Duty	Filled	2020-07-18	
Eastern Alberta District	ATHABASCA	General Duty	Filled	2020-09-21
		General Duty	Filled	2020-12-21
	BONNYVILLE	General Duty	Filled	2020-07-28
	COLD LAKE	General Duty	Filled	2020-07-01
	ELK POINT	General Duty	Filled	2020-07-21
		General Duty	Filled	2020-09-14
	KITSCOTY	General Duty	Filled	2020-08-10
	LAC LA BICHE	General Duty	Filled	2020-10-12
	ST PAUL	General Duty	Filled	2020-10-29
	VEGREVILLE	General Duty	Filled	2020-07-22
WESTLOCK	General Duty	Filled	2020-11-13	



Police Funding Model - Year 1 - Regular Members - as of June 7, 2021				
District/Unit	Detachment	Position Description	Staffing Status	Start Date
Western Alberta District	BEAVERLODGE	General Duty	Filled	2020-07-06
	EDSON	General Duty	Filled	2020-07-02
	EVANSBURG	General Duty	Filled	2020-07-06
	GRANDE PRAIRIE	General Duty	Filled	2020-11-23
		General Duty	Filled	2020-09-25
		General Duty	Filled	2020-09-12
	HIGH LEVEL	General Duty	Filled	2020-10-08
	MAYERTHORPE	General Duty	Filled	2020-07-02
	VALLEYVIEW	General Duty	Filled	2020-07-02
WHITECOURT	General Duty	Filled	2020-07-02	
CROPS Contract Policing	Contract Policing Support Services	Call Back Unit	Filled	2020-04-01
		Call Back Unit	Filled	2020-04-01
		Call Back Unit	Filled	2020-04-01
		Call Back Unit	Filled	2020-07-01
		Call Back Unit	Filled	2020-04-01
		Call Back Unit	Filled	2020-04-01
		Call Back Unit	Filled	2020-04-01
		Call Back Unit	Filled	2020-04-01
		Call Back Unit	Filled	2020-04-01
		Call Back Unit	Filled	2020-04-01
		Call Back Unit	Filled	2020-04-02
		Call Management KMOSS	Filled	2020-04-07
			Filled	2020-04-01
		Critical Incident Program - ERT South	Filled	2020-04-01
		Critical Incident Program - ERT South	Filled	2020-04-01
		Critical Incident Program - ERT South	Filled	2020-04-01
		Diversity Engagement	Pending	
		Diversity Engagement	Filled	2021-03-12
		Hate Crimes	Pending	
		Offender Management	Pending	
Offender Management	Filled	2021-07-01		
Offender Management	Filled	2021-07-01		
Offender Management	Pending			
Police Dog Services	Filled	2020-10-30		
Police Dog Services	Pending			
Serious Crimes Branch	Operations South	Child Advocacy Center - Red Deer	Filled	2020-04-01
		Child Advocacy Center - Sheldon Kennedy Centre	Filled	2020-09-01
		Child Advocacy Center - Zebra Centre	Filled	2020-04-01
	Operations North	Child Advocacy Center - Zebra Centre	Filled	2020-04-01



## Annex B – Civilian Position Detail

Police Funding Model - Year 1 - Civilian Support - as of June 7, 2021				
District/Unit	Detachment	Position Description	Staffing Status	Start Date
Southern Alberta District	BEISEKER	Detachment support	Filled	2021-02-19
	BOW ISLAND	Detachment support	Pending	
	COCHRANE	Detachment support	Filled	2021-04-01
	DIDSBURY	Detachment support	Pending	
	LAKE LOUISE	Detachment support	Filled	2021-06-07
	OLDS	Detachment support	Filled	2021-01-11
	PICTURE BUTTE	Detachment support	Filled	2020-12-01
	TURNER VALLEY	Detachment support	Pending	2021-04-05
Central Alberta District	BASHAW	Detachment support	Filled	2021-03-01
	BRETON	Detachment support	Pending	
	INNISFAIL	Detachment support	Filled	2021-01-04
	RIMBEY	Detachment support	Pending	
	STRATHCONA	Detachment support	Filled	2021-05-17
	SYLVAN LAKE	Detachment support	Filled	2020-11-30
	THORSBY	Detachment support	Filled	2021-01-12
Eastern Alberta District	CORONATION	Detachment support	Filled	2020-12-21
	DESMARAIS	Detachment support	Filled	2021-04-21
	KITSCOTY	Detachment support	Filled	2020-09-23
	PROVOST	Detachment support	Filled	2021-04-12
	TWO HILLS	Detachment support	Filled	2021-01-05
	WOOD BUFFALO	Detachment support	Filled	2021-03-08
		Detachment support	Filled	2020-11-12
Western Alberta District	BEAVERLODGE	Detachment support	Filled	2020-12-21
	FOX CREEK	Detachment support	Filled	2020-10-28
	GRANDE PRAIRIE	Detachment support	Pending	
		Detachment support	Filled	2020-09-21
	HINTON	Detachment support	Filled	2020-10-02
	MANNING	Detachment support	Filled	2020-12-21
	PEACE RIVER	Detachment support	Filled	2021-01-06
	RED EARTH CREEK	Detachment support	Filled	2021-04-29
VALLEYVIEW	Detachment support	Filled	2021-01-11	



Police Funding Model - Year 1 - Civilian Support - as of June 7, 2021				
District/Unit	Detachment	Position Description	Staffing Status	Start Date
CROPS Contract Policing	Contract Policing Support Services	OCC - Administrative Support	Filled	2020-04-01
			Filled	2020-10-14
		OCC - Telecommunications Operators	Filled	2020-11-05
			Filled	2020-11-06
			Filled	2020-11-05
			Filled	2021-02-12
			Filled	2021-01-04
			Filled	2020-10-01
		Scenes of Crime Officers	Pending	
			Pending	
	Pending			
	Pending			
	Court Case Management	Filled	2019-05-01	
		Pending		
Pending				
Pending				
Community and Indigenous Policing	Community Engagement and Outreach Specialists	Pending		
		Pending		
		Pending		
		Pending		
CROPS Contract	Criminal Operations	CROPS Strategic Management Services	Filled	2020-04-01
			Filled	2019-03-18
		Crime Reduction Analysts	Filled	2021-04-01
			Filled	2021-04-01
			Filled	2021-04-01
		Pending		
	Crime Reduction - Administrative Support	Filled	2021-01-13	
	Forensic Identification Services Clerk - St. Paul	Filled	2020-04-01	
		Intellex	Filled	2021-08-23

# Alberta Police Interim Advisory Board: Report on Governance

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## Introduction

The Minister of Justice and Solicitor General established the Alberta Police Advisory Board in spring 2020 to give municipalities a strong voice in setting RCMP policing priorities. As the order of government closest to its citizens, municipalities are well-positioned to help the RCMP identify and address community policing and public safety issues. The Board can therefore play an important role in ensuring that policing reflects the needs and concerns of Albertans across the province.

The Alberta Police Advisory Board is being implemented in two phases: in the first year, an interim Board is developing the structure and scope of the Advisory Board. On completion of the interim Board's mandate, the work of the operational Alberta Police Advisory Board will begin.

The interim Board has been mandated to:

1. Develop the scope and terms of reference for the operational Board.
2. Develop a recruitment and selection process for operational Board members.
3. 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.
4. Provide input, advice, and recommendations to the government and RCMP "K" Division on the buildup of the provincial police service.
5. Provide input into discussions respecting the provincial policing priorities for the 2021/22 fiscal year to facilitate engagement during transition to the operational Board.

This report contains the interim Board's recommendations and advice on the operational Board's scope; terms of reference; recruitment and selection process; and governance documents (Mandate Items #1, 2, and 3).

## Development of Draft Governance Documents

Over the past year, the interim Board has been engaging with key stakeholders to gather information and develop recommendations on the operational Board's composition, mandate, and governance. The interim Board distributed a survey to municipalities in March 2021 to learn more about municipal perspectives on Board governance (see Appendix 6).

Using the feedback from this survey and the Government of Alberta's Public Agency Governance Policy as guides, the interim Board has drafted following governance documents for operational Board:

1. Terms of Reference (Appendix 1)
2. Code of Conduct (Appendix 2)
3. Conflict of Interest (Appendix 3)
4. Recruitment and Selection Proposal (Appendix 4), which includes:
  - Competency Matrix
  - Position Profile
  - Application Interview Questions
  - Evaluation Matrix
  - Selection Process



These documents reflect the interim Board's recommendations and advice on the operational Board's scope, terms of reference, recruitment and selection process, and other key governance documents.

Although the interim Board was tasked with completing a Mandate and Roles document, this document is only required for public agencies that are subject to the *Alberta Public Agencies Governance Act*. As the classification of the operational Board is contingent on several Ministerial decisions regarding governance and implementation, the interim Board felt that it did not have enough direction to complete a draft Mandate and Roles document. However, the draft governance documents included in this report contain all the necessary information to complete a Mandate and Roles document if needed, once the Minister has given direction (see Appendix 5 for more information).

In drafting the attached governance documents, the interim Board applied the following key principles that were identified as priorities for governance:

1. Transparency
  - The Alberta Police Advisory Board must enable the Minister of Justice and Solicitor General, the Government of Alberta and the communities and municipalities it represents to see and understand how the Board operates. Accordingly, the Board must provide information about its activities, governance, policies, and processes to stakeholders in a way that is accurate, complete, and timely.
2. Accountability
  - The Board must be accountable to both the communities and municipalities it represents as well as the Minister of Justice and Solicitor General and the Government of Alberta. The Board must demonstrate its accountability by reporting on how it is achieving its mandate; how it is engaging with stakeholders; and how it is using its budget.
3. Grassroots
  - The Board must be driven by Albertans at the local level who receive RCMP services, as they are best positioned to identify community policing and public safety issues. The Board's recommendations should not be driven by the Government of Alberta nor the RCMP.
4. Two-way communication
  - The Board must engage in two-way communication between the communities it represents and the government to which it is accountable. This means that the Board must engage with municipalities and communities to learn more about the policing and public safety issues that these stakeholders experience, as well as report back to them on related Government of Alberta and RCMP outcomes and initiatives. Similarly, the Government of Alberta and the RCMP must not only accept and consider recommendations from the Board but share information as needed to support the Board's work.

## Key Decision Points

As mentioned above, the implementation of the operational Alberta Police Advisory Board is contingent on several Ministerial decisions. Three key decisions relate to the Board's budget, recruitment and selection process and permanent operational Board.

## Decision Point 1: Operational Board Financial Support

The interim Board has requested that the Ministry of Justice and Solicitor General provide an annual budget to the operational Board to support the following activities:

- Administrative support, including taking notes and minutes, preparing and distributing agenda packages, and managing records.
- IT support, including software licenses, file sharing and storage, and dedicated email and webpage(s).
- Research projects.
- Report development.
- Board member expenses and honoraria.

Provincial resources were not allocated to support the interim Board. As a result, the Alberta Urban Municipalities Association, the Rural Municipalities of Alberta, and the Alberta Association of Police Governance were required to provide an equivalent of a full time staff support, as well as cover the costs of Board member expenses and honoraria, to enable the interim Board to meet its mandate items. These associations cannot and should not be expected to continue to subsidize a Board that has been established the Minister of Justice and Solicitor General. The interim Board would support using a portion of the funds raised by the new police costing model implemented to fund the operational Board.

Confirming financial support for the operational Board as soon as possible will ensure that those applying for the Board will have a full understanding of the Board's capacity as well as their level of financial support should they be appointed.

## Decision Point 2: Operational Board Recruitment Process

The interim Board also feels strongly that the Board itself should be responsible for recruiting and selecting Board members on an ongoing basis. As the interim Board was mandated to develop a recruitment and selection process, it should have an opportunity to ensure this process is well executed. Interim Board members consist of representatives of municipalities from across the province who are well-positioned to ensure that those selected to the operational Board will effectively represent their own communities and Albertans more broadly. Additionally, making the Board responsible for recruitment and selection aligns with the principle of grassroots, with the Board being driven by Albertans at the local level who receive RCMP services.

Making a timely decision on this issue will ensure that the recruitment process can commence as soon as possible, and an operational board will be in place by the end of 2021.

## Decision Point 3: Permanent Operational Board

The terms of reference provided to the interim Board indicated that when formed, the operational Board would be in place for a four-year term. Given the importance of building and maintaining an improved collaborative relationship between local communities, Alberta Justice and Solicitor General, and the RCMP, the interim Board strongly believes that the operational Board should be formed as a permanent entity. Disbanding the operational Board after a four-year term would waste the hard work of all parties in developing the Board's mandate and purpose, and would send a negative message to

municipal and community stakeholders about the importance of ongoing policing-related collaboration in the province.

Providing the newly formed operational Board with the assurance that their role will exist permanently (or at least not be subject to a pre-determined four-year term) will be crucial to developing a strong initial relationship between the Board and the Government of Alberta.

## Next Steps and Implementation

As the role of the Alberta Police Interim Advisory Board is to provide recommendations on the governance of the operational Board to the Minister of Justice and Solicitor General, it is ultimately the responsibility of the Minister and the provincial government to decide whether to accept the Board's recommendations, and if so, how to integrate them into existing agency board committee processes.

The Board would appreciate an opportunity to meet with the Minister to discuss the recommendations identified in this report and how the Board and the Ministry can work together towards effective implementation.

## Appendix 1 – Terms of Reference

### **ALBERTA POLICE ADVISORY BOARD TERMS OF REFERENCE**

#### **BACKGROUND**

The Minister of Justice and Solicitor General (Minister) is establishing the Alberta Police Advisory Board (Board) in support of the Government of Alberta's and the Minister's mandate and responsibilities regarding the provision of adequate and effective policing in Alberta and in support of the participation and input of Albertans.

The Board will consist of diverse municipal and community representatives from across the province. The Board will ensure that local policing priorities and concerns are communicated to the Minister, the Government of Alberta, and the Royal Canadian Mounted Police (RCMP) to inform strategic planning and decision-making in relation to RCMP police services in Alberta.

#### **MANDATE / RESPONSIBILITIES**

On behalf of all municipalities policed by the RCMP (whether through the Provincial Police Service Agreement or a Municipal Police Service Agreement), the Board will collaborate with the Government of Alberta, RCMP "K" Division, and those municipalities to:

- Provide ongoing input, advice, and recommendations to the Government of Alberta and RCMP "K" Division on policing in Alberta.
- Collaborate with the Government of Alberta and RCMP "K" Division to develop annual provincial policing priorities.
- Engage with the Government of Alberta and RCMP "K" Division to provide input on any policing-related issues that the Board identifies as relevant.
- Serve as a communications conduit between all municipalities served by the RCMP and the Government of Alberta/RCMP "K" Division. This includes:
  - Regularly reporting to municipal associations and municipalities on the Board's activities and other policing-related information.
  - Regularly soliciting local input from municipalities and other relevant organizations on policing issues, initiatives, and priorities.
  - Distributing at least one policing priorities survey to municipalities each year and using the survey results to inform the Board's input into the provincial policing priorities development process.
  - Working with the Government of Alberta and RCMP "K" Division to provide information to municipal associations and municipalities on how police funds were spent and the resulting outcomes to municipalities.

## **SCOPE**

The Board can discuss, research, develop policy positions, and provide advice and input to the Government of Alberta and RCMP “K” Division on any policing-related issue that it deems relevant. The Board will be responsible for developing its own issue identification and vetting processes.

The Board will undertake the necessary consultation, research, and analysis of current and anticipated policing issues as well as the priorities of importance to Albertans and Alberta municipalities. Priorities and issues identified by the Board may include, but are not limited to:

- Community safety and well-being;
- Crime reduction and prevention; and
- Cross-jurisdictional crime.

In addition to collaborating with the Government of Alberta and RCMP “K” Division to develop annual provincial policing priorities (as noted in the “mandate/responsibilities” section), the Board may also make recommendations and provide advice to the Minister with respect to the Justice and Solicitor General/RCMP joint business plan, annual performance plans, multi-year financial plans, and any other plans and documents it deems relevant.

## **MEMBERSHIP**

The Board is comprised of 11 voting members based on the following:

- One member from the Alberta Association of Police Governance (AAPG)
- One member from the Alberta Urban Municipalities Association (AUMA)
- One member from the Rural Municipalities of Alberta (RMA)
- Two members from communities in the RCMP “K” Division Western Alberta District (Western Alberta community members)
- Two members from communities in the RCMP “K” Division Eastern Alberta District (Eastern Alberta community members)
- Two members from communities in the RCMP “K” Division Central Alberta District (Central Alberta community members)
- Two members from communities in the RCMP “K” Division Southern Alberta District (Southern Alberta community members)

The Board’s recruitment and selection process will strive to ensure that community members are diverse and represent a range of municipal types and sizes.

Non-voting members of the Board include:

- Executive Director, Law Enforcement and Oversight Branch, Justice and Solicitor General (or designate)
- Deputy Commissioner of RCMP “K” Division (or designate)

### **Chair**

A Board Chair (Chair) will be elected by the Board for a two-year term through an internal nomination and voting process. Any voting Board member may nominate a fellow Board member for the Chair position. In the case of multiple nominations, the Board will vote by secret ballot.

### **Vice Chair**

A Board Vice Chair (Vice Chair) will be elected by the Board for a two-year term through an internal nomination and voting process. Any voting Board member may nominate a fellow Board member for the Vice Chair position. In the case of multiple nominations, the Board will vote by secret ballot.

Chair and Vice Chair will be elected so that the terms are staggered, i.e. the first Vice Chair will serve a one-year term.

## **BOARD MEMBER TERMS**

Board members will serve staggered four-year terms to support continuity. To allow for staggering upon the establishment of the Board, **initial terms** will be as follows:

- AAPG member: two years
- AUMA member: four years
- RMA member: four years
- Western Alberta community member #1: four years
- Eastern Alberta community member #1: four years
- Central Alberta community member #1: four years
- Southern Alberta community member #1: four years
- Western Alberta community member #2: two years
- Eastern Alberta community member #2: two years
- Central Alberta community member #2: two years
- Southern Alberta community member #2: two years

Ongoing terms (i.e. subsequent appointments to the Board) will be four years. Board members can serve a maximum of ten years.

## **RESPONSIBILITIES**

### **Conduct**

Board members must at all times observe the highest standards of integrity and objectivity in their duties. Detailed Board conduct requirements are found in the “Code of Conduct Policy.”

## **Conflict of Interest**

Board members are required to declare that they have no real or perceived conflicts of interest with their role on the Board. This is confirmed through the completion of a conflict of interest declaration form upon appointment to the Board.

## **Duties**

Specific Board member duties are listed in the Public Board Member Position Profile (see Appendix 5).

## **Meetings**

Meetings are expected to be held quarterly at minimum, either face-to-face or virtually. However, meetings can be held more or less frequently at the discretion of the Board.

Meeting agendas will be distributed at least one week in advance of each meeting. Copies will be maintained as records.

## **Reporting**

### *Board members*

Within the context of confidentiality provisions, the Board:

- Will report to their respective organizational members (i.e. AAPG, AUMA, and RMA) on key Board actions and decisions;
- Will keep municipalities and community organizations apprised of government policing priorities and initiatives respecting policing priorities and Board mandate matters;
- Will publish a quarterly report on Board activities and deliverables.

### *Minister and Justice and Solicitor General*

The Board is accountable to the Minister and is required to report in writing to the Assistant Deputy Minister, Public Security Division, as follows:

1. An annual report outlining the Board's work during the previous year, including a summary of input, advice and recommendations provided to the Government of Alberta or RCMP "K" Division, due on December 31 of each year;
2. A summary of the results of the annual municipal policing priorities survey, due on December 31 of each year;
3. Any other report or document as determined necessary and appropriate by the Minister.

A record of meeting agendas, meeting attendees, and of any recommendations made by the Board will be provided to Justice and Solicitor General.

To support the Board's work, the Minister and RCMP "K" Division will provide the following information annually to the Board:

- A report on the previous year's policing priorities, resources, and outcomes.
- A report on how the Board's previous year's priority recommendations were addressed and/or implemented.

- RCMP resourcing plans for the upcoming year.
- The budget amount for the provincial police service.
- Financial reports showing how police funding was allocated in the previous year, including information on how funds raised by the police costing model were spent.

### **Quorum**

Quorum is required to conduct a meeting and for any Board business. Quorum must include the Chair or Vice Chair. Quorum is set at a minimum of six voting members.

### **Voting**

Elections and votes taken respecting any Board business requires a majority vote by those Board members in attendance to pass.

### **FUNDING SUPPORT**

An annual budget will be provided to the Board to support the following activities:

- Administrative support, including taking notes and minutes, preparing and distributing agenda packages, and managing records.
- IT support, including software licenses, file sharing and storage, and dedicated email and webpage(s).
- Research projects.
- Report development.
- Board members expenses and honoraria.

Funding for the Board's budget is provided by the Ministry of Justice and Solicitor General.

### **EXPENSES**

Expenses necessarily incurred in the performance of duties as a member of the Board will be reimbursed in accordance with the rates set out in the Travel, Meal and Hospitality Expenses Directive (Treasury Board Directive 4/2021) as amended from time to time, or any directive made in substitution, as if they were employees of the Government of Alberta.

### **CONFIDENTIALITY**

Any information brought to the Board that is confidential must be clearly marked and identified as such. The members of the Board must maintain the confidentiality of any such materials and information that is brought before them in the conduct of their work. Any information and knowledge not clearly marked and identified as confidential that is learned, acquired or shared with the Board from the Minister, the Government of Alberta, the RCMP "K" Division, or the RCMP generally, as a result of membership on the Board or in relation to Board work and its mandate may be further communicated, disseminated, or shared beyond the Board without



express permission from the originator of the information.

Any information and knowledge shared by the Board members to the chairs, presidents, and executive directors of the organizations to which they belong will be governed by the same confidentiality provisions as noted by the Board and its members.

Members of the Board must sign a confidentiality agreement as a condition of their appointment and participation on the Board.

## Appendix 2 – Code of Conduct

### **ALBERTA POLICE ADVISORY BOARD CODE OF CONDUCT**

#### **I. Preamble**

The Code of Conduct (Code) for the Alberta Police Advisory Board (Board) applies to all members, including the Chair. The Code reflects a commitment to the Board's values and provides a framework to guide ethical conduct in a way that upholds the integrity and reputation of the Board and the Government of Alberta. Members are expected to behave in a way that aligns with this Code. Members understand that this Code does not cover every specific scenario. Therefore, the spirit and intent behind this Code is to be used to guide their conduct, and Board members will exercise care and diligence in the course of their work with the Board.

To demonstrate commitment to transparency and accountability, this Code is available to the public if requested.

#### **II. Core Values**

- a. Board members must act with impartiality and integrity.
- b. Board members must demonstrate respect and accountability.
- c. Board members must act and fulfill their work in an ethical manner.

#### **III. Guiding Principles**

These principles guide the behaviour and decisions of Board members:

- a. The actions and decisions of Board members are made to promote public interest, and to advance the mandate and long-term interests of the Board.
- b. Board members are responsible stewards of public resources.
- c. To serve the public interest, the Board members have a responsibility to uphold the Board's mandate and to represent fairly and diligently the voices of the organizations they may represent and all Albertans in the work of the Board. This has been agreed upon in the Terms of Reference, as arrived at in agreement between the Board, their respective organizations, and the Minister of Justice and Solicitor General.
- d. Board members have a responsibility to act in good faith and to place the interests of the Board above their own private interests and above the interests of any particular municipality, community or organization they may represent.
- e. Board members are expected to perform their duties in an ethical and respectful manner.

- f. Board members may be members of multiple organizations and subject to multiple codes of conduct. Board members understand that this Code is not intended to conflict with other codes of conduct, and members will discuss any potential conflicts with the Board Chair.
- g. The Code applies to all Board members unless a specific exemption from one or more provisions is granted by the Ministry of Justice and Solicitor General.
- h. Conflicts between the private interests of Board members and their responsibility to the public and the municipality, community, or organization that they represent, which are not specifically addressed in this Code, must be dealt with according to the principles and intent of this Code.
- i. Board members know that when they become aware of real or perceived conflicts of interest, they must at the first opportunity disclose this conflict to the Board Chair, who then may choose to elevate the issue to the Minister of Justice and Solicitor General.
- j. Board members understand that disclosure itself does not remove or resolve a conflict of interest.
- k. Board members should encourage their colleagues to act fairly and ethically and know that they can raise concerns about a suspected breach of this Code or a conflict of interest by another member to the Board Chair.
- l. Board members know that breaches of this Code may result in action to address the breach, up to and including, removal of the Board member.
- m. Board members know that if they have any questions about the Code, or are not sure how to apply these principles, they should consult with the Board Chair, who may clarify the question, or request further direction from the Ministry of Justice and Solicitor General.
- n. Each Board member confirms, on an annual basis, their understanding of and commitment to the Code's expectations.

#### **IV. Behavioural Standards**

Behavioural standards help Board members make appropriate decisions when the issues they face involve ethical considerations. Behavioural standards cannot cover all scenarios but provide guidance in support of day-to-day decisions. All Board members must adhere to the following standards:

- a. Board members must not engage in any criminal activity and comply with all relevant laws, regulations, policies, and procedures.
- b. If a Board member is charged with a criminal offence under a statute in Canada or a statute in the Province of Alberta during their appointment to the Board, the Board

member must immediately report the charge to the Board Chair, who will then report the charge to the Ministry of Justice and Solicitor General.

- c. Board members must not use their status or position with the Board to influence or gain a benefit or advantage for any individual or business.
- d. Board member conduct contributes to a safe and healthy environment that is free from discrimination, harassment (as defined by the *Respectful Workplace Policy for the Government of Alberta* document), or violence.
- e. Board members may not use drugs or alcohol in any way that impacts their role on the Board, including meeting attendance and participation, and representing the Board at public functions.
- f. Board members must not comment at all in the media about the Board or its work. Board members must promptly notify the Board Chair of any media requests for comment and the Board Chair or a designate will provide any media comment and advise the Ministry of Justice and Solicitor General of such request.
- g. Board members must take reasonable steps to avoid situations where they may be placed in real or perceived conflict between their private interests and the interests of the Board.
- h. Board members must devote sufficient time and attention to official duties and obligations to support informed and balanced decision making.

#### Gifts and Gratuities

- i. Board members must not accept or receive gifts and gratuities other than:
  - the normal exchange of hospitality between persons doing business together;
  - tokens exchanged as part of protocol; or
  - normal presentation of gifts to persons participating in public functions, awards, speeches, lectures, presentations, or seminars.

The above-mentioned gifts and hospitality (if received while members are representing the Board) should be of nominal or nil monetary value. Generally, the value of gifts should not exceed \$100 and must not include cash or cheques. Any tokens or awards received by a Board member that lack an easily determined value but may have a value in excess of \$100 must be disclosed to the Board Chair.

- j. Board members who run as candidates for a local authority election under the *Local Authorities Election Act* may receive campaign contributions that adhere to the requirements of the Act.

- k. Board members who run as candidates for a provincial election under the *Election Act* may receive campaign contributions that adhere to the requirements of the Act.
- l. Board members who run as candidates for a federal election under the *Canada Elections Act* may receive campaign contributions that adhere to the requirements of the Act.

#### Confidential Information and Conflicts of Interest

- m. Board members must use respect and protect confidential information, use it only for the work of the Board and not use it for personal gain. Board members must comply with protocols that guide the collection, storage, use, transmission, and disclosure of information, and abide by the terms of confidentiality set out in the Terms of Reference.
- n. Once Board members have left the Board, they must not disclose confidential information that they became aware of during their time with the Board and must not use their contacts developed as a Board member to gain an unfair advantage for their current circumstance.
- o. Board members must avoid participating in activities that conflict with the interests and work of the Board. For example:
  - Business Interests: Board members must not hold interests in a business directly or indirectly through a relative or friend that could benefit from, or influence, the decisions of the Board.
  - Community or Volunteer Interests: Prior to accepting any new community or volunteer activities where a conflict of interest might arise, members are required to notify the Board Chair in writing, or in the case of the Chair, they are required to notify the Ministry of Justice and Solicitor General.

Nothing in this section shall be interpreted to prevent the Board member from participating in activities required in relation to their role with municipal councils or their existing community or organizational commitments, if disclosed when applying for Board membership.

- Political Interests: Board members may participate in political activities including membership in a political party, supporting a candidate for elected office, volunteering for an election campaign, or seeking elected office. However, they must not participate directly in soliciting contributions for a political party. In addition, any political activity must be clearly separated from activities related to the work of the Board, must not be done while carrying out the work of the

Board and must not make use of Board facilities, equipment or resources in support of these activities.

## **V. Administrative Processes**

Administrative processes help Board members manage ethical dilemmas, including any real or perceived conflict of interest concerns.

### **a. Declaration**

To encourage Board members to regularly consider whether any activities carry a potential conflict of interest with their role on the Board, all members are required to complete and submit a conflict of interest declaration form. The form must be completed by new Board members within 60 days of their appointment to the Board, and existing Board members are required to complete a new declaration every three years throughout their time on the Board, and review the terms of the declaration at a Board meeting annually.

### **b. Administration**

The Board Chair receives and ensures that the confidentiality of all disclosures and that any real or perceived conflict of interest is avoided or effectively managed. As well, the Board Chair is responsible for providing advice and managing concerns and complaints concerning potential breaches of the Code, including conflicts of interest within the Board. The Board Chair is responsible for ensuring procedural fairness.

In the event a potential conflict or breach by the Board Chair is reported by a Board member, the member will ask the Board Vice Chair to conduct an investigation and provide a decision.

### **c. Disclosure**

It is the responsibility of each member to declare in writing to the Board Chair those private interests and relationships that they think could be seen to impact the decisions or actions they take on behalf of the Board. When there is a change in their responsibilities within the Board, or in their personal circumstance, members must disclose in writing any relevant new or additional information about those interests as soon as possible. Where a real or perceived conflict of interest cannot be avoided, Board members must take the appropriate steps to manage the conflict. Appropriate steps may include:

- Board members disclose these real or perceived conflicts of interest so the Board Chair is aware of situations that could be viewed as influencing the decisions or actions they are making on behalf of the Board. This provides Board members, following a review by the Board Chair, an opportunity to take action to minimize a conflict of interest (mandatory step);

- Board members must remove themselves from matters in which the conflict exists or is perceived to exist (mandatory step);
- Giving up the particular private interest causing the conflict; and
- In rare circumstances, resigning their position from the Board.

If Board members are unwilling to take any of the actions above in response to a real or perceived conflict of interest, the Minister of Justice and Solicitor General may remove the member from the Board.

d. Reporting a Potential Breach by Another Member

Board members are required to report in writing a potential breach of this Code by another member to the Board Chair. When reporting a potential breach in good faith and with reasonable grounds, Board members are protected from retaliation for such reporting.

In the event of a potential breach by the Board Chair, members are required to report the breach in writing to the Board Vice Chair, who will then follow the process outlined in the sub-section below.

e. Responding to a Potential Breach

Once a potential breach has been reported, the Committee's procedures for responding to and managing a potential breach will be promptly initiated. The Board Chair will review the circumstance and details of the potential breach and will notify the alleged Board member. The alleged Board member has the right to complete information and the right to respond fully to the potential breach. The identity of the reporter will not be disclosed unless required by law or in a legal proceeding. The Board Chair makes a decision and completes a report in a timely manner. The decision may range from finding no potential breach to one that reveals suspected criminal conduct.

f. Consequences of a Breach

Board members who do not comply with the standards of behaviour identified in this Code, including taking part in a decision or action that furthers their private interests, may be subject to action up to and including removal of the Board member.

g. Review of a Decision

A Board member can request in writing that the Ministry of Justice and Solicitor General review the decision made by the Board Chair that they have breached the Board's Code of Conduct.

h. Unresolved Conflict

If there is no resolution, the matter will be elevated to the Deputy Minister or Ethics Commissioner with a notification to the Minister.

i. Leave from Board

Board members must take a leave from the Board in the following cases:

- Running for federal elected office.
- Running for provincial elected office.

In the case of running for provincial office, Board members must take leave from their position prior to filing nomination papers under section 61 of the *Election Act*. In the case of running for federal office, candidates must take leave from their position prior to filing their nomination papers under section 67 of the *Canada Elections Act*.

If, following the election, the member is not elected to federal or provincial office, they may resume their position on the Board.

j. Removal or Resignation from Board

If a member is elected to federal and provincial office, they must resign their position on the Board. Board member vacancies may also arise due to a Board member being removed or choosing to resign. With respect to filling Board vacancies, in the case of an at-large member, the Board will determine the appropriate process for replacement. In the case of an association member, the association will nominate a replacement Board member.

**VI. Other Resources**

a. Where to Get Advice

When Board members require advice and guidance in determining whether misconduct or a conflict exists, or need clarification, they may discuss their issue with:

- The Board Chair for concerns with Board members.
- The Board Vice Chair for concerns with the Board Chair.

b. Questions to Consider

When Board members are faced with a difficult situation, the following questions may help them decide the right course of action:

- Have I reflected on or consulted with the Board Chair about whether I am compromising the Code's values, principles or behavioural standards?



- Have I considered the issue from a legal perspective?
- Have I investigated whether my behaviour aligns with a policy, procedure or mandate of the Board?
- Could my private interests or relationships be viewed as impairing my objectivity?
- Could my decision or action be viewed as resulting in personal gain, financial or otherwise?
- Could my decisions or actions be perceived as granting or receiving preferential treatment?

## **VII. Affirmation**

The Code of Conduct for the Police Advisory Board was accepted on \_\_\_\_\_, 20\_\_ and is reaffirmed annually by the Board to ensure it remains current and relevant. This includes a signed acknowledgment by Board members to abide by the Code.

## Appendix 3 – Conflict of Interest

### ALBERTA POLICE ADVISORY BOARD CONFLICT OF INTEREST DECLARATION EXPLANATION AND INSTRUCTIONS

#### Appointment to Board

All members of a board must act impartially in carrying out their responsibilities. As a member of the Alberta Police Advisory Board (Board), you are required to identify and disclose, in writing, any real or perceived conflicts of interest. This is a continuing obligation to disclose, in accordance with the disclosure practice outlined in the *Alberta Public Agency Governance Act* and the *Conflicts of Interest Act*.

This document sets out information to assist you in identifying real or perceived conflicts of interest. Please (1) read this document, and (2) complete and sign the attached ***Conflict of Interest Declaration***.

#### What is a real or perceived conflict of interest?

This includes any interest that actually conflicts, may conflict, or may reasonably appear to conflict with responsibilities as a member of the Board. The existence of a real or perceived conflict of interest will not necessarily preclude a Board member from serving on the Board.

#### When does a real or perceived conflict of interest exist?

- You have a private interest that influences or appears to influence the objective exercise of your responsibilities as a Board member;
- Your private interests are *at variance to or in conflict with* your duties and/or responsibilities as a Board member; or
- You gain or appear to gain advantage, for yourself or others, by virtue of your role as a Board member.

#### What do private interests include?

Private interests include a personal obligation, financial interest, business interest or an interest of a closely associated person or entity. Private interests may also include involvement in an appointment, business, undertaking or employment.

- **Business interests:** include any interest arising as a result of your current, former or prospective affiliation with any for profit, not-for-profit or charitable entity.
- **Affiliation:** includes being a member, employee, volunteer, owner, shareholder, creditor, director, appointee, or trustee of an entity, or having any legal or equitable interest in such an entity.
- **Entity:** includes a corporation, partnership, sole proprietorship, firm, franchise, association, trust, organization, holding company, joint venture, society, or institution.

- **Closely associated person:** includes persons with whom you have a substantial relationship such as a spouse, adult interdependent partner, child, other relative, close friend, employer, business associate, or client.

**What do private interests not include?**

- An interest in a matter that is of general application.
- An interest in a matter that affects you as part of a broad class of the public. This means, for example, that a decision of the Board would affect you in the same way as it would affect others in the broad class.
- An interest that is trivial. This means that the interest may be a private interest, but it is of such minor significance that it is trivial.

**ALBERTA POLICE ADVISORY BOARD  
CONFLICT OF INTEREST DECLARATION**

**Name of Board Member:** \_\_\_\_\_

**Declaration**

- I have no real or perceived conflicts of interest to declare at this time.
- I have interests to declare that may actually conflict, or appear to conflict, with my responsibilities as a member of the Alberta Police Advisory Board.

*Please list the interests declared below. If you are not sure if you have a real or perceived conflict of interest, please explain. Attach additional sheets if you need more space:*

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I, \_\_\_\_\_, declare that the information provided on this form is a complete and accurate accounting of any actual or perceived conflict(s) of interest that may affect my responsibilities as a member of the Alberta Police Advisory Board of which I am aware at this time.

I understand that I have a continuing obligation to disclose, in writing, any actual or perceived conflicts of interest that arise prior to, and during, any term of appointment in accordance with the disclosure practice outlined in the *Alberta Public Agency Governance Act* and the *Conflicts of Interest Act*.

**Board Member's Signature:** \_\_\_\_\_

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

The information on this form is collected pursuant to section 33(c) of the *Freedom of Information and Protection of Privacy Act* for the purpose of assessing the eligibility and suitability of candidates for an appointment to the public ABC. If you have any questions, please contact the Director of the Executive Search Unit, Alberta Public Service Commission, 780-408-8372, [psc.executivesearchservices@gov.ab.ca](mailto:psc.executivesearchservices@gov.ab.ca); 5<sup>th</sup> Floor Peace Hills Trust Tower, 10011 109 Street, Edmonton, Alberta T5J 3S8.

**For Program Area's Use:**

Follow up required: Y / N    Date Completed (dd/mm/yy): \_\_\_\_\_

## Appendix 4 – Recruitment and Selection Proposal

### **ALBERTA POLICE ADVISORY BOARD RECRUITMENT AND SELECTION PROPOSAL**

The Alberta Police Interim Advisory Board (interim Board) is responsible for developing recommendations related to the recruitment and selection of Board members for the operational Alberta Police Advisory Board (APAB).

This proposal includes a combination of recommendations as to how the recruitment process itself should proceed, as well as specific documents that the interim Board supports for use in the recruitment process.

The interim board recommends that the initial recruitment and selection process not follow the standard ministry- and Minister-focused process, and that instead the interim Board directly administer the recruitment and selection process for the creation of the initial operational Board.

#### *Recruitment and selection recommendations*

- The selection process should include an initial written submission (resume and cover letter) followed by an interview process for selected candidates.

The interim Board expects that there will be a high level of interest in participation on the operational APAB. A high level of interest combined with the interim Board's recommendation that selection criteria be more experiential in nature (as opposed to specific technical and/or behavioural competencies) will require a two-phased selection process involving an initial written application process followed by interviews of a short-list of candidates. A written application includes a resume and cover letter that link the applicant's experience to the competencies outlined in the position description as required to participate effectively on the APAB.

This approach will ensure minimal barriers for initial applicants while allowing for the experiences and perspectives of short-listed candidates to be well understood by the selection committee.

- Representatives from the current interim Board should form the selection committee for the operational APAB.

It is crucial that members of the interim Board be responsible for the operational Board member selection process. As the interim Board was mandated to develop a selection process, they should also have an opportunity to ensure it is effectively executed. Secondly, interim Board members consist of representatives of municipalities from across the province who are well-positioned to ensure that those selected to the operational APAB will represent their own communities and Albertans more broadly.

Depending on the size of the selection committee, a minimum of three interim Board representatives should be involved, including at least one from both an urban municipality and a rural municipality.

- The recruitment process should be designed in such a way as to make applying for the APAB accessible to all Albertans, including those belonging to marginalized groups.

While the selection process for APAB positions should be intensive, it should seek to minimize barriers that may prevent Albertans from applying. For example, the interview process should include a virtual interview option, and should reimburse applicant expenses for travelling for an interview.

Additionally, there should be an option to submit an initial application either digitally or through mailing a hard copy.

- Membership on the APAB does not require a set of specific qualifications but applicants must be able to demonstrate how their experiences align with the required Board member competencies.

Policing is an issue that impacts all Albertans in a variety of ways. For this reason, it is important that a wide range of perspectives are included on the APAB. As the APAB is not expected to address highly technical issues (as is the case with some other public agencies, boards and commissions), it is not necessary to require any members to possess specific behavioural or technical competencies. The interim Board's preferred alternative is to identify broad competencies and require applicants to provide examples of their experiences in meeting the competencies. Experiences could take the form of formal roles, certifications, etc., or may take the form of specific activities or scenarios.

#### Recruitment and selection documents

- Document 1: Competency Matrix

The competency matrix is intended to outline the competencies required for APAB Board members and provide the selection committee with several questions for each to assist them in evaluating applications and selecting Board members.

- Document 2: Position Profile

This document provides an overview of the APAB and required competencies in the same format as the position descriptions used by the Public Agencies Secretariat (PAS) to recruit for ABC positions.

- Document 3: Application/Interview Questions

This document would guide the selection committee by providing specific questions that can be used during the evaluation process. Each question is intended to provide information related to a specific competency in the competency matrix.

- Document 4: Evaluation Matrix

This document will be used by the selection committee to evaluate applications, provide a numerical ranking to each applicant, and support the identification of other non-quantitative considerations for each candidate. This matrix may be used during both the initial screening process and the interview process.

- Document 5: Selection Process

This document is intended to summarize the interim Board's recommended process and timelines for recruiting and selecting operational Board members.

## ALBERTA POLICE ADVISORY BOARD BOARD MEMBER COMPETENCY DESCRIPTIONS AND MATRIX

The Alberta Police Advisory Board (APAB) is intended to enhance the role of municipalities and local representatives in informing provincial policing priorities. It is important that APAB members have the requisite experiences and perspective to represent their communities' views on policing.

The document below includes descriptions of the competencies required for APAB board members.

The competencies and descriptions are intentionally high-level to avoid limiting the potential candidate pool to those with formal professional and volunteer experience.

<b>Competency Area 1: Relevant Experience</b>	
<b>Competency</b>	<b>Description</b>
Familiarity with policing/public safety	<ul style="list-style-type: none"> <li>• Does the applicant have previous work/volunteer/academic experience relating to policing or public safety?</li> <li>• Does the applicant demonstrate a basic understanding of policing in Alberta, either at the local/detachment level or at the provincial level?</li> <li>• Does the applicant have work/volunteer/academic experience relating to root causes and factors influencing crime?</li> </ul>
Governance and board participation	<ul style="list-style-type: none"> <li>• Does the applicant have previous experience participating on or supporting a non-profit board?</li> <li>• Does the applicant have other governance-related experience?</li> <li>• Does the applicant's experience suggest an understanding of the role of a board and of effective governance practices?</li> </ul>
Community organization/participation	<ul style="list-style-type: none"> <li>• Is the applicant active in their community through professional or voluntary experience?</li> <li>• Does the applicant's experience suggest that they have a high level of familiarity with the various views and perspective within their community?</li> <li>• Does the applicant have experience working with or on behalf of marginalized populations?</li> </ul>



<b>Competency Area 2: Relevant Skills</b>	
<b>Competency</b>	<b>Description</b>
Leadership/teamwork	<ul style="list-style-type: none"> <li>• Does the applicant have previous experience serving in a leadership position?</li> <li>• Does the applicant have previous experience in working closely with a team?</li> </ul>
Critical thinking/problem solving	<ul style="list-style-type: none"> <li>• Has the applicant provided an adequate example of solving a complex problem or issue?</li> </ul>
Public engagement	<ul style="list-style-type: none"> <li>• Has the applicant demonstrated skills or experience in gathering information or input from community members?</li> </ul>

## **ALBERTA POLICE ADVISORY BOARD PUBLIC BOARD MEMBER POSITION PROFILE**

### *Role(s) Required*

Eight public member positions on the Alberta Police Advisory Board (APAB).

### *Role Description*

The successful candidates will represent their communities and Albertans in general in providing input to Alberta Justice and Solicitor General and the RCMP “K” Division related to provincial policing priority planning.

Board members contribute to:

- Establishing the policies that guide the Board in fulfilment of its mandate;
- Participating in the development of the business plan, goals, and priorities of the APAB;
- Providing ongoing input to the Minister of Justice and Solicitor General and the Commanding Officer of RCMP “K” Division regarding policing issues and priorities in the province;
- Engaging with relevant organizations, associations, municipalities, and individual Albertans on an ongoing basis to identify local priorities and concerns related to provincial policing;
- Informing relevant organizations, associations, municipalities, and individual Albertans on provincial policing initiatives or policy changes;
- Providing specific feedback on the Government of Alberta’s and RCMP “K” Division’s annual performance planning and multi-year financial planning processes.

The Board includes eight public members (two from each of Alberta’s four RCMP districts), as well as three association members. One member is elected as Chair through an internal selection process. One member is elected as Vice Chair through an internal selection process. Public members are appointed for four-year terms, and may be eligible for one or more additional four-year terms, to a maximum of ten consecutive years.

### *About the Agency*

The Alberta Police Advisory Board was formed in 2021 and is responsible for providing advice to the Minister of Justice and Solicitor General and Commanding Officer of RCMP “K” Division. The Board composition includes members of the public, as well as one member each from the Rural Municipalities of Alberta, Alberta Urban Municipalities Association, and Alberta Association of Police Governance.

### Competencies and Experience

In this role, you will demonstrate an understanding of the role of police in Alberta's communities, and the complex relationship that exists between police and various populations, including marginalized groups. You will demonstrate strong teamwork and strategic thinking in collaborating with your fellow Board members to develop advice and priorities to inform the Government of Alberta and RCMP "K" Division strategic planning in relation to provincial policing. Exercising strong communication and engagement skills, you will build relationships with organizations, associations, municipalities and individual Albertans across the province to understand local perspectives on policing. You will use this information to support strategic planning and priority development.

### Specialized Knowledge and Expertise

- Familiarity with policing and public safety: Board members should have some familiarity with policing and the justice system. This can include experience in the policing and justice field, experience with organizations that interact with police in some way, experience related to marginalized groups who may be more likely to come into contact with police, root causes and factors influencing crime and social disorder, or a personal interest in learning more about policing in your community and across Alberta.
- Governance and Board participation: As the APAB has an important role in providing consistent information to the Government of Alberta and Royal Canadian Mounted Police "K" Division, it is critical that the Board functions effectively. For this reason, prospective Board members will be asked to share their experience and familiarity with effective Board governance.  
While this could take the form of direct experience participating on a private sector or non-profit Board of directors, not everyone who would be a good fit in this role will have had formal Board governance experience. For this reason, this competency will be evaluated partially on experience, and partially based on applicants' perspective on the processes and characteristics that they believe would make the APAB operate effectively.
- Community organization/participation: It is important that APAB members have a strong understanding of the various perspectives that shape interactions with policing in communities across Alberta. Applicants will be asked to share their experiences in participating in community organizations, events, or causes. Of particular importance will be whether an applicant has experience working with different organizations and segments of the population, including rural and urban communities and marginalized populations, as this experience is invaluable to understanding the diverse views related to policing.
- Leadership/teamwork: Leadership and teamwork can be found in many aspects of society and can take many forms. Applicants will be expected to describe times they have been a member of a team or served in a leadership position. This could be related to a formal organization, or it could be an example of a specific situation in which the applicant showed leadership qualities.

- Critical thinking/problem solving: The APAB will address complex and important topics relating to policing, including spending, resource allocation, community engagement, and others. Understanding these topics and how different approaches may impact Alberta communities is critical to effectively serving on the APAB. Applicants will be required to demonstrate times in which they have solved a complex problem.
- Public engagement: To effectively represent communities across Alberta, the APAB will have to effectively engage with various sectors and community organizations. Applicants are required to demonstrate experience with community engagement. This could include formal engagement in a professional, non-profit or academic context, or of informal engagement with community member associated with a local project or initiative.

#### Remuneration, Time Commitment and Meeting Location

Board members will be remunerated for their time in accordance with the Committee Remuneration Order (O.C. 466/2007). Expenses necessarily incurred in the performance of duties as a member of the Board will be reimbursed in accordance with the rates set out in the Travel, Meal and Hospitality Expenses Directive (Treasury Board Directive April 1,2021) as amended from time to time, or any directive made in substitution, as if they were employees of the Government of Alberta.

Meetings are expected to be held quarterly at minimum, either face-to-face or virtually. However, meetings can be held more or less frequently at the discretion of the Board.

#### Additional Notes

To be eligible for appointment a candidate must:

- be a resident of Alberta;
- reside in an area of Alberta that is policed by the RCMP;
- not currently be employed as a police officer for any police service operating in Alberta;
- not currently be employed as an Alberta Sherriff or a peace officer;
- not currently be employed in Alberta's justice system in any way;
- not currently serve as a sitting elected official at the provincial or federal level.

Final candidates will be asked to undergo a Canadian Police Information Centre (CPIC) check, and a disclosure and conflict of interest screening. The results of the check and screening may impact candidates' suitability for appointment.

It is recognized in Alberta as a fundamental principle and as a matter of public policy that all persons are equal.

Diversity and inclusion are valued and supported on the Boards of Alberta's public agencies.

## **ALBERTA POLICE ADVISORY BOARD BOARD MEMBER APPLICATION INTERVIEW QUESTIONS**

The following questions are recommended by the Interim Board for the initial establishment of an operational Board. The operational Board should review the recruitment and selection process going forward and make adjustments as it sees fit.

Please answer the questions below to the best of your ability.

1. Indicate your physical address and (if different) mailing address.

*Purpose:* Determine applicant's municipality/Metis settlement/First Nation of residence to assist with regional requirements.

2. Describe why you are interested in serving on the Alberta Police Advisory Board.

*Purpose:* Links to "familiarity with policing/public safety" competency.

3. Describe how your past experiences (professional, academic, volunteer, or personal) would make you a good fit on the Alberta Police Advisory Board.

*Purpose:* Links to all competencies.

4. Describe your thoughts on the effectiveness of policing in your community and in Alberta. What works well? What could be improved?

*Purpose:* Links to "familiarity with policing/public safety" competency and "critical thinking/problem solving" competency.

5. Describe any experience you have related to marginalized or vulnerable populations. This could include your personal experiences as part of a marginalized or vulnerable population, or experience working with or supporting marginalized or vulnerable populations.

*Purpose:* Links to "familiarity with policing/public safety" competency and "community organization/participation" competency.

6. Describe your previous experience in leadership roles.

*Purpose:* Links to "leadership/teamwork" competency.

7. Describe some complex issues you have dealt with and the solutions that you offered.

*Purpose:* Links to critical thinking/problem solving" competency.

8. Describe your community engagement experience. This could include a formal engagement in a professional, non-profit or academic context, or informal engagement with community members associated with a local project, issue or initiative.

*Purpose:* Links to “community engagement” competency.

9. Describe any other experiences that would be relevant to participating on the Alberta Police Advisory Board.

*Purpose:* Links to all competencies.

## ALBERTA POLICE ADVISORY BOARD APPLICANT EVALUATION MATRIX

This matrix is intended to allow for the evaluation of applications for membership on the Alberta Police Advisory Board. The competencies listed below are described in the *Position Profile* document. For each candidate, each competency is to be scored based on the total ranking in the matrix below. Competencies are weighted differently based on their relative importance to serving effectively on the Board. The document also includes other comment areas that, when completed, may assist in differentiating among candidates with similar scores.

Applicant name: \_\_\_\_\_

Applicant community: \_\_\_\_\_

RCMP District: \_\_\_\_\_

Competency	Ranking	Notes/Comments
Familiarity with Policing and Public Safety	/20	
Governance and Board Participation	/20	
Community organization/participation	/20	
Leadership/teamwork	/15	
Critical thinking/problem solving	/15	
Public engagement	/10	
Total ranking	/100	

### Supplementary considerations

- Did anything stand out about this application as unique?
- Did this application have any “red flags”?
- Is there anything in this application that requires further clarification or discussion with the applicant?
- Are there any gaps in the application that may require further training or education?

## **ALBERTA POLICE ADVISORY BOARD MEMBER RECRUITMENT AND SELECTION PROCESS**

This document outlines the preferred recruitment and selection process for the Alberta Police Advisory Board (APAB) as identified by the interim Board. In this process, the Public Agency Secretariat will support the interim Board in recruiting applicants through their centralized process, but the candidate evaluation and selection process will be the responsibility of the interim Board.

### *Recruitment and Selection Committee Members*

- Alberta Police Interim Advisory Board – three members (one each from RMA, AUMA, and AAPG)

### *Recruitment Process*

To ensure that the recruitment opportunity is distributed as widely as possible, the interim Board would collaborate with RMA, AUMA, AAPG, and the Government of Alberta, including the Indigenous Policing Program delivered by Justice and Solicitor General, to post the opportunity in multiple places, including the associations' websites and the GOA's Public Agency Secretariat website. RMA and AUMA may also encourage other stakeholder organizations and their members to share the opportunity locally.

To allow time for the opportunity to be distributed and individuals to apply, it is recommended that recruitment remain open for approximately six weeks.

### *Recruitment and Selection Decision-Making*

The Government of Alberta requires that appointments to public agencies, boards and commissions be based on the use of specific competencies. Therefore, applicant evaluations and selection decisions will be based on the rankings that applicants receive on the APAB competency matrix. Selection committee members should complete their matrices based on discussions with their fellow committee members, and engage in discussions on the competencies, etc. of comparable candidates. In other words, while competency matrix rankings will determine the final selection of applicants, it should be informed by engagement and discussion among the selection committee.

### *Recruitment and Selection Two-Part Process*

To balance the need for applicants to provide a meaningful description of how their experiences will support their participation on the Board with the need to make the application process as straightforward and accessible as possible, applicants will be required to submit an initial application that consists of a resume and cover letter. The resume can highlight any specific professional, community, academic or other experience that may make them a good fit



for the Board, while the cover letter will allow them to expand on the link between their experiences and the Board’s mandate, as well as the required competencies found in the position profile. There will be no specific structural requirements for the two documents, but to allow the selection committee time to review all applications, a word or page limit should be considered.

Based on the information provided by applicants in their initial application, the selection committee would evaluate each applicant using the competency matrix and invite a set number of short-listed candidates to participate in an interview. The exact number and distribution of short-listed candidates will depend on the final Board structure.

Following the initial application process, short-listed candidates could be interviewed by the selection committee using the interview questions found in the “APAB Interview Questions” document. Following the interviews, the selection committee would re-evaluate each applicant on the matrix to make final membership decisions.

*Recruitment and Selection Timeline*

Step	Date	Notes
APAB recruitment opportunity posted on PAS website, distributed by RMA, AUMA, AAPG, etc.	July 5, 2021	N/A
Recruitment closes	August 19, 2021	N/A
Selection process phase 1	August 23, 2021	The selection committee will review all written applications and evaluate based on competency matrix. This may also involve one or more in-person meetings to discuss applications, etc. Phase 1 will be complete when short-list of applicants is determined.
Selection process phase 2	September 27, 2021	Phase 2 will consist of interviews with short-listed applicants, and the re-completion of competency matrices for those applicants.
Final Board member selection	November 1, 2021	The at-large members of the APAB should be determined and notified by this point.

### Board Member Orientation, Learning, and Development

Alberta Justice and Solicitor General, and RCMP “K” Division will collaborate to develop and provide presentations and written materials to support new Board member orientation, learning, and development. Topics should include, but are not limited to:

- APAB governance documents and policies.
- Previous APAB work completed to date (reports, newsletters, etc.).
- The policing system and police governance in Alberta.
- The budgeting and planning process for the Provincial Police Service Agreement, including the development of the Justice and Solicitor General/RCMP “K” Division joint business plan, annual performance plans, and multi-year financial plans.
- The budgeting and planning process for Municipal Police Service Agreement communities.
- The RCMP resourcing strategy and algorithm.

### Evaluation and Succession Planning

Once appointed, the APAB will be responsible for creating evaluation and succession planning processes.

## Appendix 5 – Compliance with Best Practices

### ALBERTA POLICE ADVISORY BOARD COMPLIANCE WITH GOVERNANCE POLICY BEST PRACTICES

According to the Mandate and Roles Document (MRD) Guidebook provided by the Government of Alberta, it is a best practice that all public agencies have a document that clearly articulates the agency's mandate, including the roles and responsibilities of the agency and the department. Public agencies subject to the Alberta Public Agencies Governance Act (APAGA) are required to develop, review, and renew the MRD collaboratively with the responsible minister, and make it publicly available. For non-APAGA agencies, a document identifying key elements such as the mandate, roles, and responsibilities may be an MRD, terms of reference, or a memorandum of understanding.

The Guidebook includes a checklist of required content for an MRD in accordance with APAGA and the Public Agencies Governance Policy best practices. This checklist is shown in the table below, along with a brief analysis of whether the governance documents for the Alberta Police Advisory Board as drafted by the interim Board and included in this report contain the required content.

Topic	Required by APAGA	Governance Policy Best Practice	Contained in Draft Governance Document
<b>Public Agency Mandate</b>			
<i>Applicable Legislation and Regulations</i> <ul style="list-style-type: none"> <li>A reference to both the legislation used to establish the public agency as well as other legislation and regulations that may apply.</li> </ul>	No	Yes	No. Minister's decisions will determine whether the Board is subject to APAGA or not.
<i>Public Agency Mandate</i> <ul style="list-style-type: none"> <li>Concise statement of the public agency's mandate and/or a reference to the mandate provided in the enabling legislation/documents.</li> </ul>	Yes	Yes	Yes, in Terms of Reference.
<i>Independence (if applicable)</i> <ul style="list-style-type: none"> <li>Adjudicative agencies should have an acknowledgement of the importance of the arms-length relationship to the Minister in the execution of their decision-making responsibilities.</li> </ul>	No	Yes	Not applicable.
<b>Duties and Responsibilities</b>			
<i>Roles and Responsibilities</i> <ul style="list-style-type: none"> <li>A description of the roles, responsibilities, and reporting relationships for the following: minister, public agency, department or employees of the</li> </ul>	Yes	Yes	Yes, in Terms of Reference.

	<p>government, chair and if applicable, the Chief Executive Officer (CEO) and subsidiaries.</p> <ul style="list-style-type: none"> <li>• Include, where applicable, responsibilities relating to collaboration between the department and the public agency.</li> </ul>			
	<p><i>Code of Conduct Administration</i></p> <ul style="list-style-type: none"> <li>• Required to identify the person responsible and the process used to administer the public agency's code of conduct. If the public agency has its own staff, the administration of the code of conduct should be identified.</li> <li>• Note: All APAGA agencies are subject to the code of conduct provisions in section 23.922 of the Conflicts of Interest Act.</li> </ul>	Yes	Yes	Yes, in Code of Conduct.
	<p><i>Financial, Staffing, and Administrative Arrangements</i></p> <ul style="list-style-type: none"> <li>• Identify the source of funding for the public agency, budget, and expenditure authority.</li> <li>• Determine the agency's responsibility for staffing, and whether it will employ its own staff.</li> </ul>	Yes	Yes	Yes, in Terms of Reference.
	<p><i>Planning and Reporting</i></p> <ul style="list-style-type: none"> <li>• Business plans, annual reports, and financial reports should be identified including responsibilities and applicable timelines.</li> <li>• Identify whether the business plan requires ministerial approval.</li> </ul>	Yes	Yes	Yes, in Terms of Reference.
	<p><i>Evaluation</i></p> <ul style="list-style-type: none"> <li>• Identify responsibilities for member and agency evaluations and how the information is to be shared.</li> </ul>	No	Yes	No. To be developed by the operational Board.
	<p><i>Orientation, Training and Development</i></p> <ul style="list-style-type: none"> <li>• Describe the programs/services provided for orientation, training and ongoing director and board development, and the person responsible for providing the programs.</li> </ul>	No	Yes	Yes. In recruitment and selection proposal.
	<p><i>Succession Planning</i></p> <ul style="list-style-type: none"> <li>• Describe the process for member performance reviews/evaluation, process to identify and confirm competencies, as well as linkages to succession planning.</li> <li>• The review of the agency should also be referenced as this informs succession planning and required competencies.</li> </ul>	No	Yes	No. To be developed by the operational Board.

	<p><i>Committee Structure</i></p> <ul style="list-style-type: none"> <li>• Sub-committees should be described including structure, scope, timelines for review and reporting relationships with the board.</li> <li>• Public agencies with budgets should indicate how their audit committee process is structured.</li> </ul>	Yes	Yes	Yes, in Terms of Reference.
	<p><i>Communications</i></p> <ul style="list-style-type: none"> <li>• The public agency and the minister's expectations should be identified including internal and external communication, collaboration and consultation/engagement.</li> </ul>	Yes	Yes	Yes, in Terms of Reference.
<b>Recruitment and Appointment of Members</b>				
	<p><i>Centralized Recruitment Process</i></p> <ul style="list-style-type: none"> <li>• Identify the roles of the minister, department, PAS and public agencies in the recruitment process including: <ul style="list-style-type: none"> <li>○ Individuals responsible for developing a competency matrix and related documentation, and the primary person to facilitate the recruitment process, and</li> <li>○ For reappointments, the rationale, competency matrix and related documentation.</li> </ul> </li> </ul>	No	Yes	The interim Board recommends that the Board itself be responsible for recruitment and selection. A draft competency matrix and related documentation are included in the recruitment and selection process.
	<p><i>Conflicts of Interest</i></p> <ul style="list-style-type: none"> <li>• Identify and clarify the process to ensure candidates are screened prior to the appointment.</li> </ul>	No	Yes	Yes, in Conflict of Interest Declaration.
	<p><i>Transparency</i></p> <ul style="list-style-type: none"> <li>• A description of the competencies required for the position needs to be identified and included in agency documentation as well as publicly, if applicable.</li> </ul>	No	Yes	Yes, in Competency Matrix.

Interaction between the Public Agency, Minister, and Department				
	<p><i>Clarity of roles</i></p> <ul style="list-style-type: none"> <li>• Expectations and procedures related to communication, collaboration and consultation between the public agency and the minister, or the minister's designate, should be clarified including a description of:               <ul style="list-style-type: none"> <li>○ Process for ensuring the minister is informed of challenges, issues and progression toward achievement of mandate and organizational goals, and</li> <li>○ Application of relevant government policy.</li> </ul> </li> </ul>	Yes	Yes	Yes, in Terms of Reference and Code of Conduct.

## Appendix 6 – Stakeholder Survey Results

# ALBERTA POLICE INTERIM ADVISORY BOARD STAKEHOLDER ENGAGEMENT AND GOVERNANCE SURVEY RESULTS

### Overview

In March 2021, the Alberta Police Interim Advisory Board distributed a survey to municipalities to learn more about municipal perspectives on Board governance. This survey received 131 responses from 98 different municipalities. The Board also solicited input from municipalities through email and in person at RMA and AUMA events. Municipal feedback provided the foundation for the recommendations in this report.

Overall, many of the Interim Board's initial thoughts related to Board size, experience, and composition aligned with survey responses. Key survey outcomes were as follows:

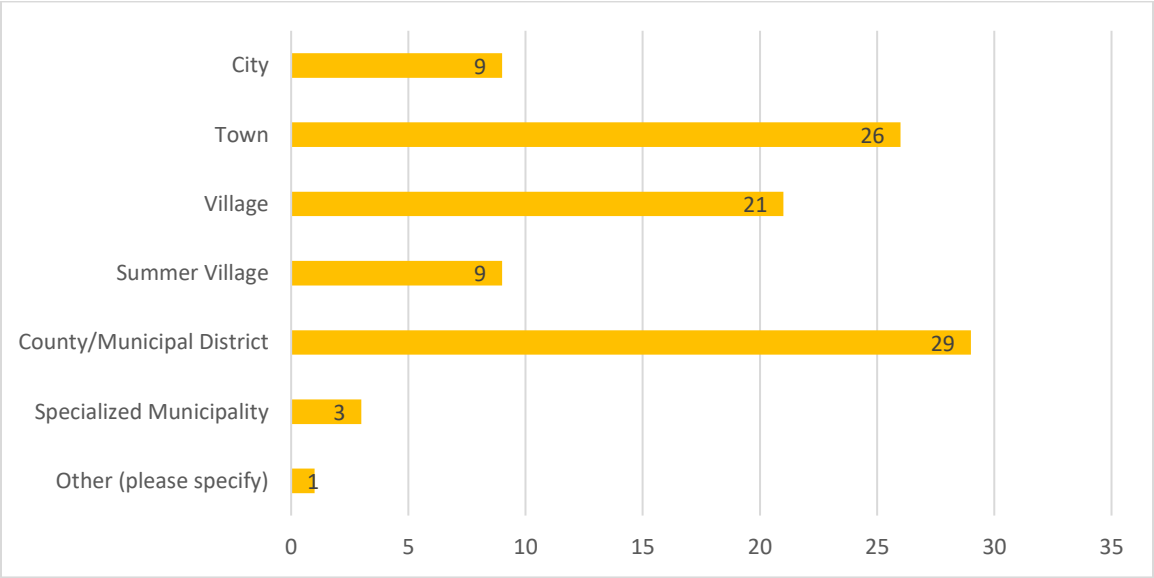
- Respondents clearly identified police costs, funding, and service levels as priority issues for the Board moving forward.
- Respondents generally agreed that the Board should play a role in communications between the Government of Alberta/RCMP and municipalities. However, a very large number of respondents were neutral on this question.
  - The high level of neutral responses may be an indication that respondents are not familiar enough with how the Board will be positioned in relation to the Government of Alberta/RCMP and municipalities to determine whether they can effectively support communications and information-sharing.
- Most respondents supported the operational Board representing all municipalities that receive policing from the RCMP. However, this support was not overwhelming, as 34% of respondents indicated that the Board should only represent municipalities impacted by the new police funding model.
- Respondents were comfortable with an 11-member Board comprised of three association representatives (one each from RMA, AUMA and AAPG) and eight at-large representatives.
- The majority of respondents supported an equal number of at-large representatives from each RCMP district.
- A significant majority supported an internal chair selection process.
- The most common written comments on Board composition focused on the need for at-large representatives to have a municipal background, with several comments suggesting that in each district, one at-large representative be from a municipality, and one from the broader community.
- Nearly all respondents supported the example competencies and believed that representatives from their community would fulfill the competencies.
- Written comments in this section commonly identified strong communication skills, board/governance background, and familiarity with municipalities as required competencies for Board members.

# Survey Results

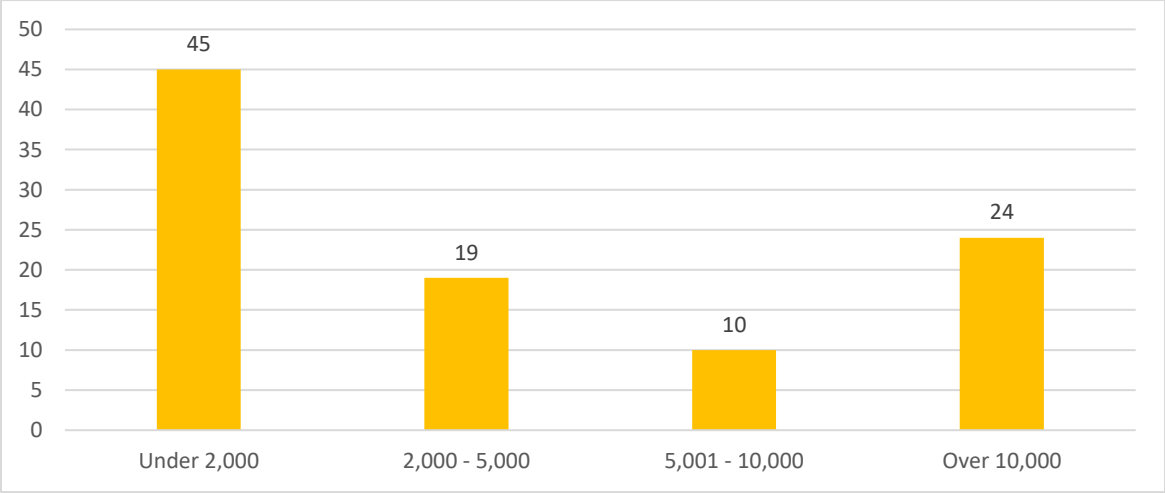
## Demographic Information

Questions 1 through 4 asked respondents to identify themselves, their municipality, their municipal type, and their municipal size.

Respondents represented the following municipal types:



Respondents represented the following municipal sizes:

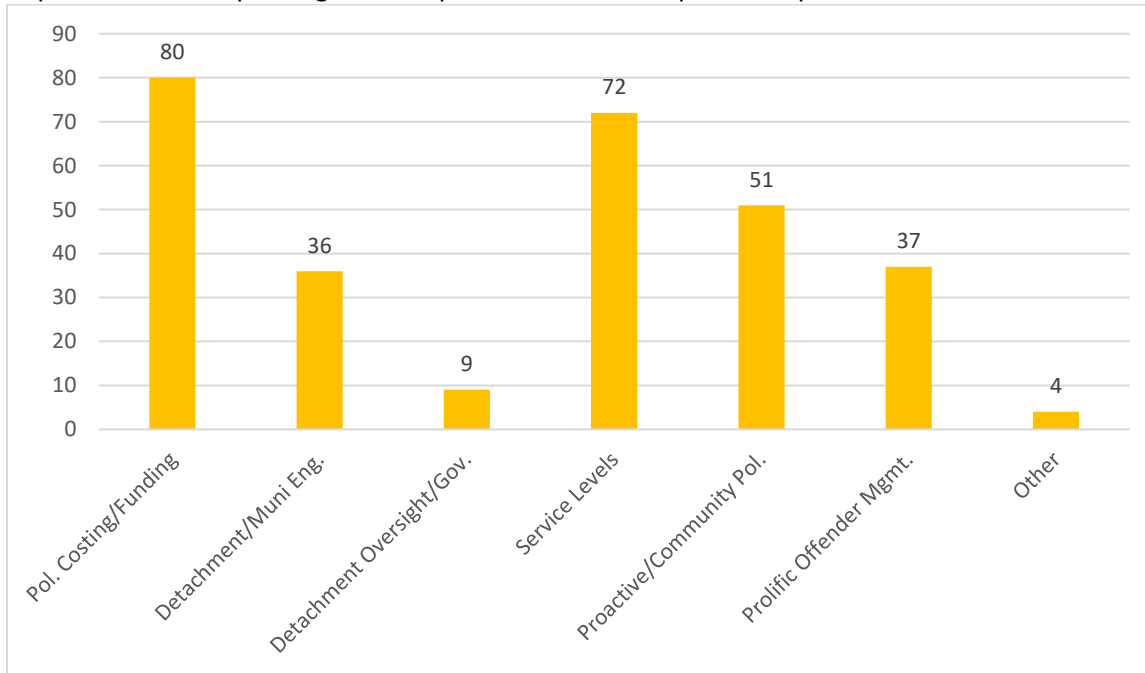




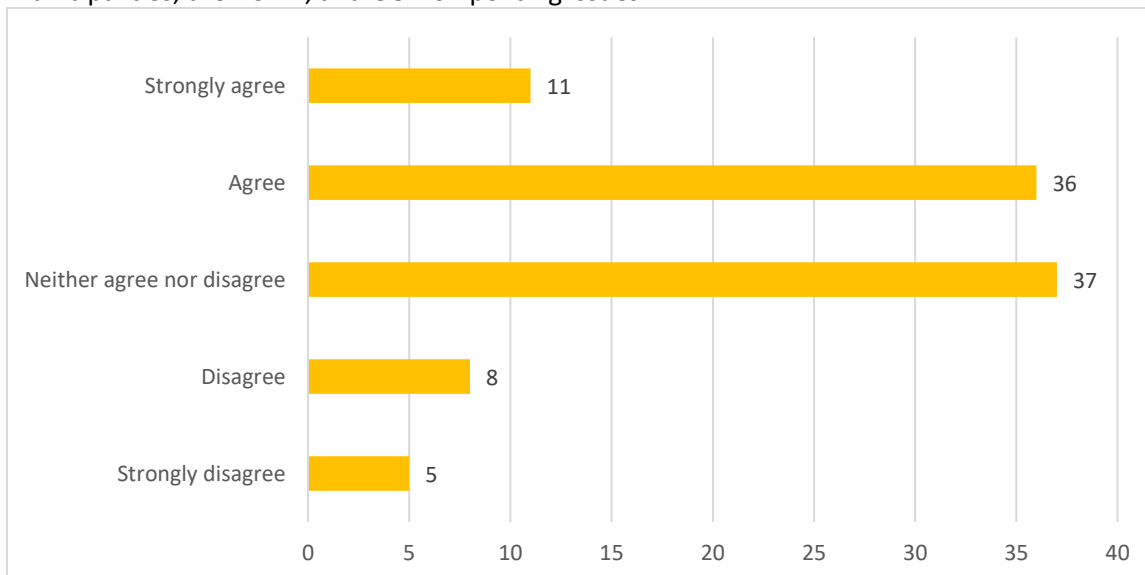
### Board scope and deliverables

This section focused on gathering input on what areas of policing the operational Board should address, as well as whether the operational Board should serve as a communications and information-sharing conduit between the GOA/RCMP and municipalities. The section consisted of the following two questions.

Question 5: Aside from informing general policing priorities in the province, select the three most important areas of policing for the operational Board to provide input into:



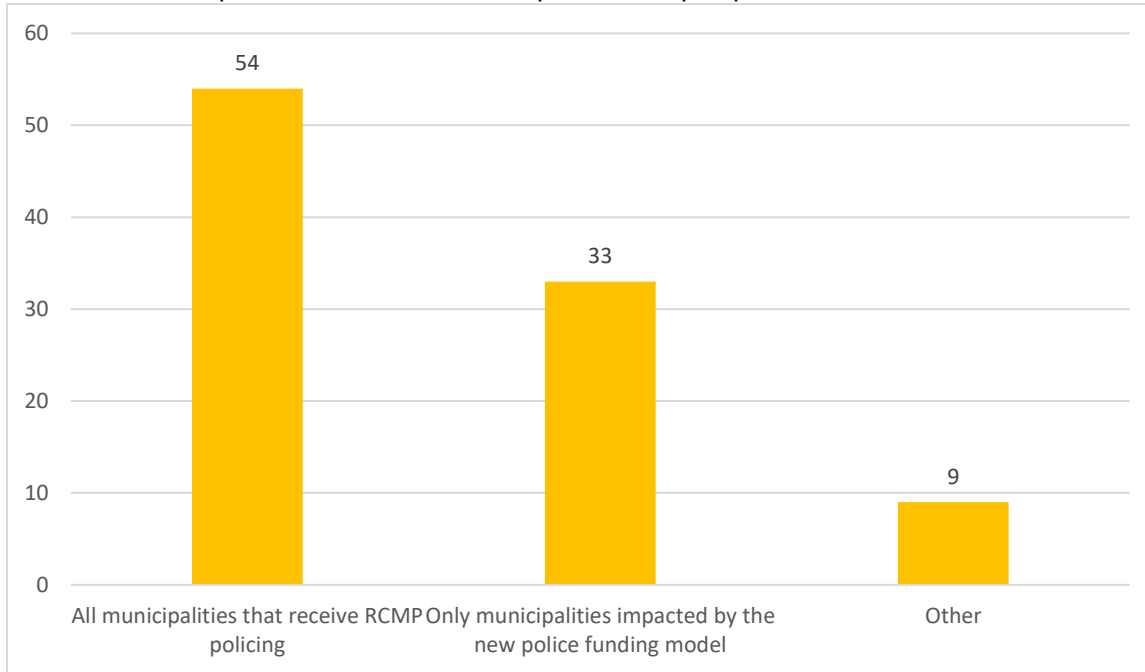
Question 6: The operational Board is well-positioned to serve as a communications conduit between municipalities, the RCMP, and GOA on policing issues.



### Board representation

This section was intended to address what municipalities the operational Board should represent. It consisted of only one question.

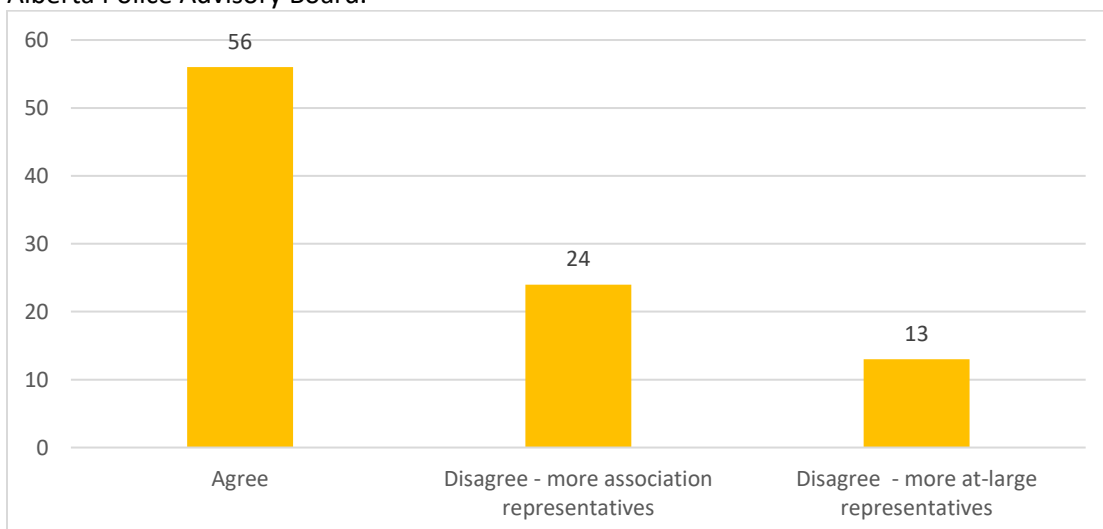
Question 7: The operational Board should represent the perspectives of:



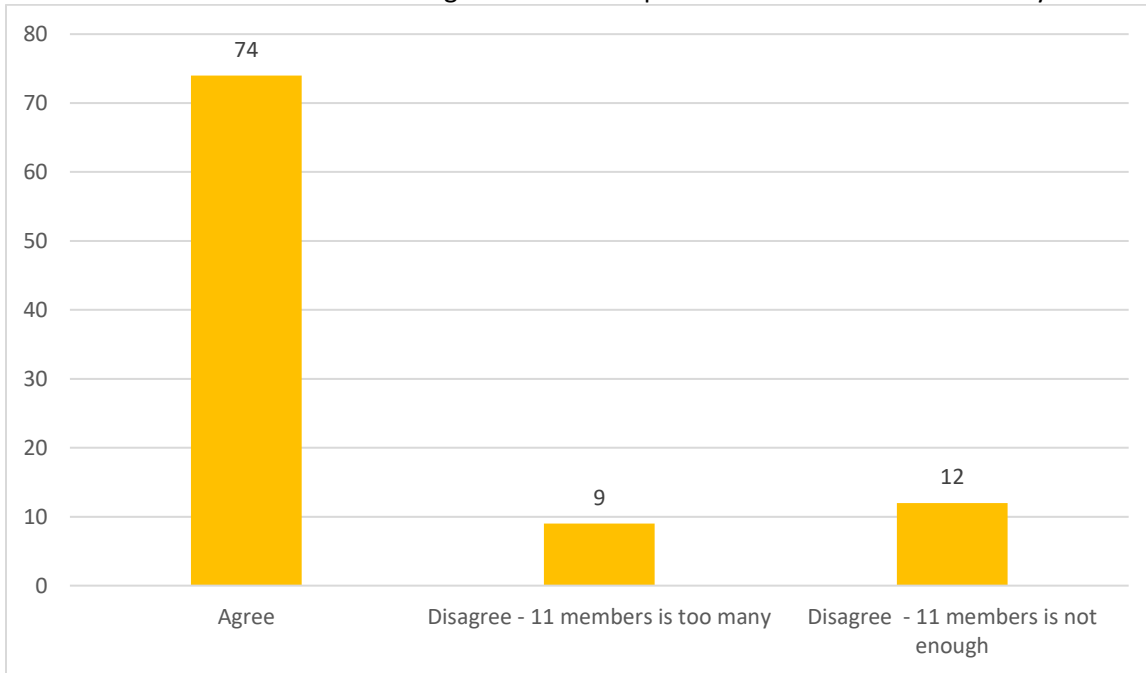
### Board size, composition, and term

The questions in this section focused on an example of a hypothetical 11-member Board. This section also included a question on the chairperson selection process.

Question 8: The balance of association (3) and at-large (8) representatives in the example is right for the Alberta Police Advisory Board.



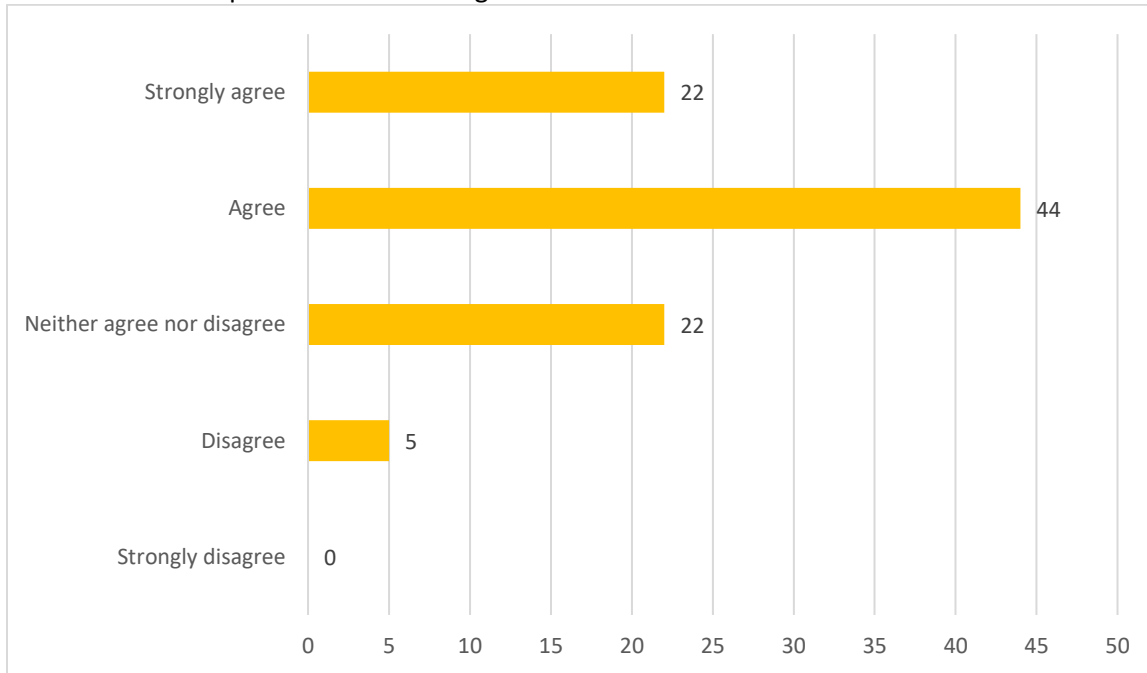
Question 9: Eleven members is the right size for the operational Alberta Police Advisory Board.



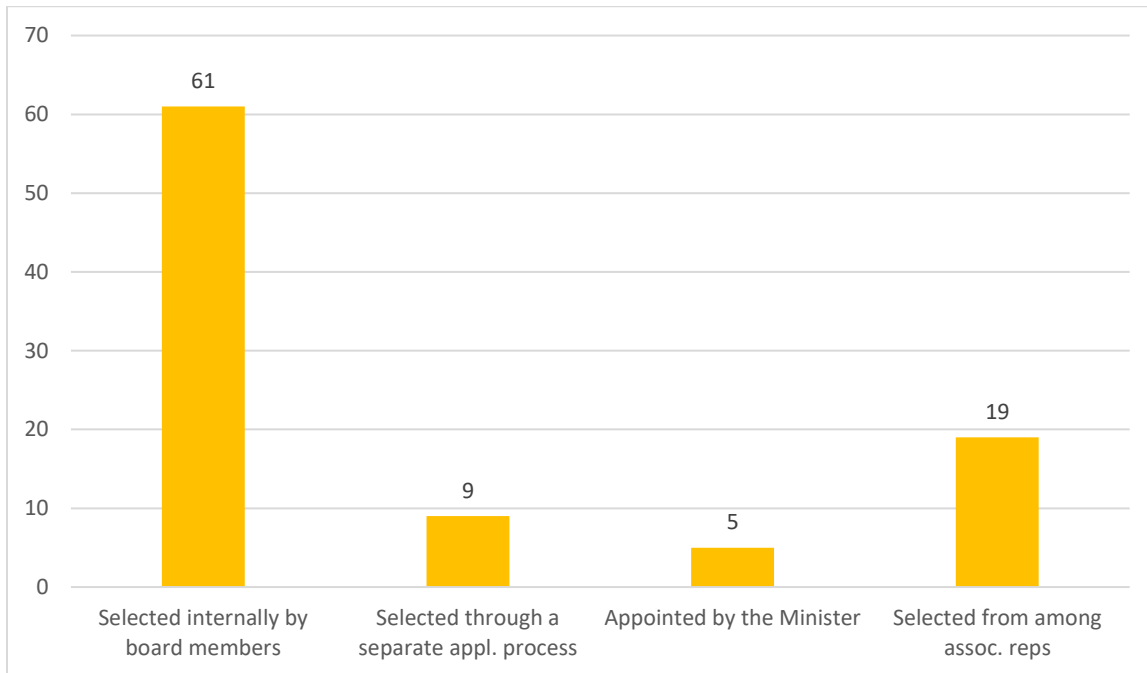
Question 10: If you answered “Disagree” to question 8, what is the right size for the operational Alberta Police Advisory Board?



Question 11: An equal number of at-large Board members should be recruited from each RCMP District.



Question 12: How should the Chairperson of the operational Alberta Police Advisory Board be determined?



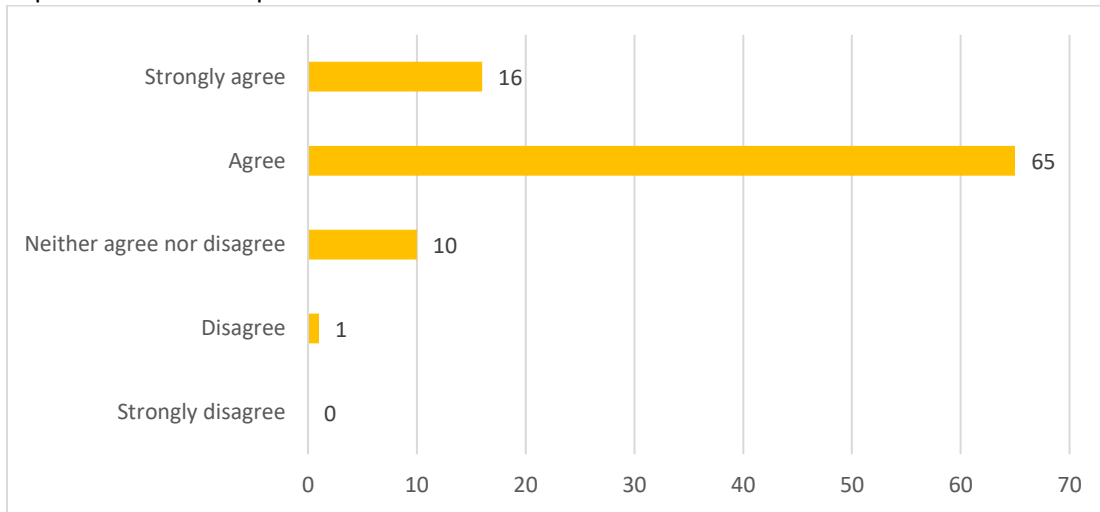
Question 13 asked respondents if they had any other comments on the hypothetical example, or general comments related to the Board size, composition, and chairperson selection process.

### Board member characteristics and competencies

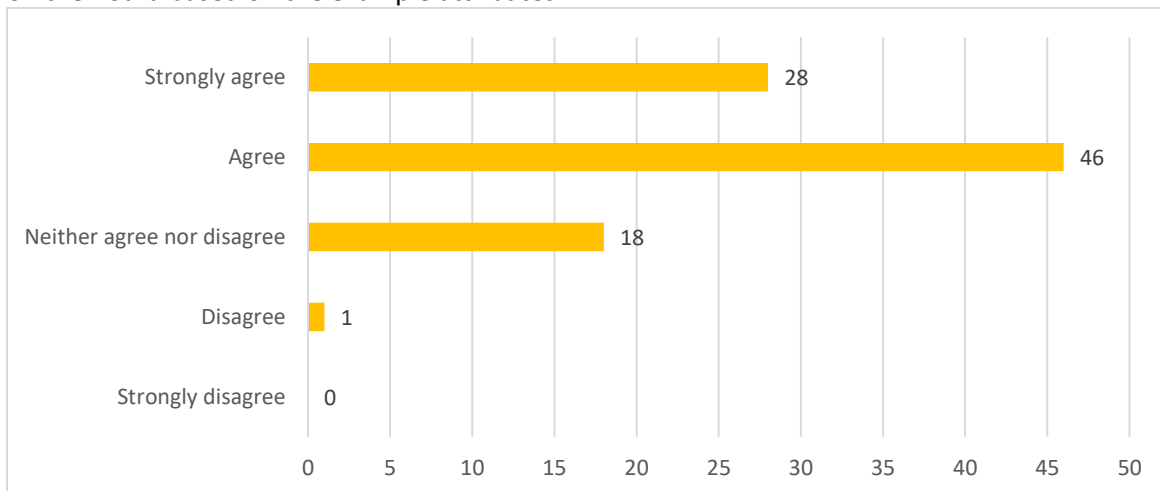
This section focused on determining the proper competencies, experiences, etc. needed for Board members to effectively contribute to the operational Board’s mandate. The section was based around the following example attributes previously supported by the interim Board:

- Familiarity with policing and public safety
- Governance and Board participation
- Community organization/participation
- Critical thinking/problem solving
- Public engagement

Question 14: The example attributes will result in the right combination of competencies and experiences on the operational Board.



Question 15: There are representatives within our community that would be a good fit for participation on the Board based on the example attributes.



Question 16 asked respondents to list any other competencies or attributes that should be required for Board member.



# Claresholm

Where **Community** Takes Root

July 26, 2021

Honourable Ric McIver  
Minister of Municipal Affairs  
320 Legislature Building  
10800 - 97 Avenue  
Edmonton, AB T5K 2B6

**RE: CODE OF CONDUCT**

At the last regular meeting of Claresholm Town Council held Monday, July 19, 2021, Council discussed the Councillor Codes of Conduct instituted by the Alberta Government on October 26, 2017. It has been brought to our attention by the Alberta Urban Municipalities Association (AUMA) that the current Alberta Government has plans in the works to remove the requirement for municipalities to have a Code of Conduct in place to govern all Councillors equally by way of Bylaw.

The Town of Claresholm passed Bylaw #1641, the Council Code of Conduct Bylaw on April 9, 2018 prior to the government's deadline of July 23, 2018. In the current Council's first year of governance, it became inherently clear how important a Councillor Code of Conduct is, as our Council had to undergo advanced communication training and contract outside mediation to overcome some contentious issues.

Claresholm Town Council respectfully requests that your ministry tread this path lightly and make sure that consultation with municipalities in Alberta is completed prior to any major changes being made. The Alberta Urban Municipalities Association should be highly involved, and the Town of Claresholm fully supports their efforts. Having a requirement for municipalities to have a Code of Conduct Bylaw in place provides a framework for Council members' behavior and provides each Council direction and guidance for dealing with any contentious issues that may arise. It is imperative that the option of imposing sanctions on Council members continues as necessary to support this process. Claresholm Town Council requests that the Council Code of Conduct Bylaw requirement remains in place.

If you have any questions or concerns regarding this issue, please contact the undersigned at your convenience.

Yours truly,

Doug MacPherson  
Mayor  
Town of Claresholm

DM/kk

Cc: Mr. Roger Reid, MLA for Livingstone-Macleod  
Alberta Urban Municipalities Association (AUMA)  
AUMA Member Municipalities



July 13, 2021

The Right Honourable Justin Trudeau, MP  
Prime Minister of Canada  
Langevin Block  
Ottawa, Ontario K1A 0A2

**VIA Email**

Dear Prime Minister:

**Re: Bill C-21 – Changes to the Criminal Code and the Firearms Act**

On behalf of the Municipality of Crowsnest Pass, we are writing to express our concerns with respect to Bill C-21 to make changes to the Criminal Code and the Firearms Act. With respect to the provision to allow municipalities to create handgun bylaws, which would place conditions on federal firearms licenses relating to handgun use, storage or transportation within municipalities that have passed such bylaws, Council has passed the following motion at the June 8<sup>th</sup> meeting of Municipal Council in opposition to the Federal Bill C-21:

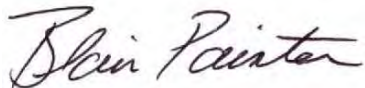
**16-2021-06-08:** *Councillor Sygutek moved that the Municipality of Crowsnest Pass is opposed to the adoption of any bylaws restricting the possession, storage, and transportation of legally obtained handguns, and that Administration write a letter to Prime Minister Trudeau with similar information as provided by Kingsville, Ontario which will be copied to all Alberta municipalities, MP Shannon Stubbs, MP John Barlow, and to the Leader of Official Opposition Erin O'Toole. Carried*

With the Province of Alberta sending Bill 211 to Royal Assent on April 29<sup>th</sup>, our Provincial government is ensuring that Municipalities are not saddled with trying to find the resources to impose or enforce gun control by creating inconsistent bylaws between jurisdictions. As most Municipalities across our province are rural in nature and would be faced with the same problems in attempting to enforce legislation of this nature, we are anticipating that the sentiment will be the same across most jurisdictions and hope that those municipalities in opposition will make their position known to the Federal Government as well.

We are also concerned that Bill C-21 is only targeting citizens that have licenses, not criminals that have already obtained firearms illegally and would never comply with a municipal bylaw. This will create a very confusing system that could result in an otherwise law abiding citizen, now being sentenced to two years imprisonment or permanent license revocation for unknowingly being in contravention of a bylaw in a community with different bylaws.

We thank you for your kind attention in this matter and request that the federal government will reconsider these changes to the Criminal Code and Firearms Act.

Sincerely,

A handwritten signature in black ink that reads "Blair Painter". The signature is written in a cursive, flowing style.

Mayor Blair Painter  
Municipality of Crowsnest Pass  
403-563-0700  
[blair.painter@crowsnestpass.com](mailto:blair.painter@crowsnestpass.com)

cc: All Alberta Municipalities  
MP Shannon Stubbs  
MP John Barlow  
Erin O'Toole, Leader of the Official Opposition





## 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 19, 2021

Mr. Dan Williams  
MLA Peace River  
10013-101 Avenue  
La Crete, AB  
T0H 2H0

Dear Dan:

**RE: TIMBER SALVAGE – PUBLIC RECREATION AREAS**

In the past, Mackenzie County has received timber salvage fee invoices when applying to expand the recreational areas or entering into new recreational lease agreements.

This letter is a request that the Provincial Government revisits its policy regarding charging the timber salvage to municipalities when new or expanded public recreation areas are being established.

Thank you for your consideration and we look forward to working with you on this project. If you require further information I can be contacted at (780) 841-926-7405 or Len Racher, Chief Administrative Officer at 780-927-3718 or by email.

Yours Sincerely,

Joshua Knelsen  
Reeve

c: Mackenzie County Council



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[www.mackenziecounty.com](http://www.mackenziecounty.com)  
[office@mackenziecounty.com](mailto:office@mackenziecounty.com)

July 15, 2021

Capital Investment Program  
Tourism Asset Investment  
[TourismInvestment@TravelAlberta.com](mailto:TourismInvestment@TravelAlberta.com)

To whom it may concern:

**RE: – TRAVEL ALBERTA – CAPITAL INVESTMENT PROGRAM GRANT –  
TOURISM ASSET INVESTMENT**

It is my pleasure, on behalf of the Mackenzie County council, to write a letter of support for the Zama Recreation Society as it pertains to their Capital Investment Program grant application.

Their vision and goal is to enhance the Zama City Campground with additional Glamping units. The Zama Campground is the pride and joy of the Zama community. Zama City is located 100km south of the NWT boarder and the campground is in the heart of the residential area. Visitors and locals alike enjoy the recreational opportunities at the campground including a swimming pond with beach area, large grassy spaces, a stocked fish pond, horseshoe pits, fire pits, picnic areas, and a large shelter with a deck.

Additional glamping units within the campground can only improve tourism opportunities in Alberta's vast and remote north.

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Capital Investment Program

Page 2

July 15, 2021

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

Yours Sincerely,

A handwritten signature in black ink, appearing to read "Josh Knelsen". The signature is fluid and cursive, with a large initial "J" and "K".

Joshua Knelsen  
Reeve



## Mackenzie County

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www.mackenziecounty.com  
office@mackenziecounty.com

July 15, 2021

Government of Canada  
Western Economic Diversification Canada  
Canada Community Revitalization Fund

To whom it may concern:

**RE: LA CRETE AGRICULTURAL SOCIETY – ORCHARD GRANT APPLICATION**

It is my pleasure, on behalf of the Mackenzie County Council, to write a letter of support for the orchard project of the La Crete Agricultural Society as it pertains to their orchard grant.

Their vision and goal to develop an orchard to experiment with fruit trees and berries that will thrive in Northern Alberta is commendable and we believe this will result in a huge benefit to our community as their learnings are shared. We consider their project a very good fit for the organization's mandate as it ties into their commitment to support horticulture and quality of life in the region.

This project will be educational for local adults now, but also for future generations. Many school children come for tours, and staff can engage and teach them the benefits of growing food locally as well as tree and plant care as it correlates to their curriculum. The project stands to encourage locals to develop personal orchards and create additional food security in these uncertain times.

The Society has managed the La Crete museum village since 1991 and has the directors, vision, and staff to ensure projects are carried out. They provide meaningful and engaging experiences for our community and visitors.

La Crete Agricultural Society

Page 2

July 15, 2021

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

Yours Sincerely,

A handwritten signature in black ink, appearing to read "Joshua Knelsen Reeve". The signature is fluid and cursive, with the first name "Joshua" being the most prominent.

Joshua Knelsen  
Reeve



[www.cn.ca](http://www.cn.ca)

**Corporate Services**

**Sean Finn**

Executive Vice-President  
Corporate Services  
and Chief Legal Officer

935 de La Gauchetière Street West  
16<sup>th</sup> Floor  
Montreal, Quebec H3B 2M9  
Canada  
T 514-399-8100  
F 514-399-4854

**Services corporatifs**

Vice-président exécutif  
Services corporatifs et chef de la  
direction des Affaires juridiques

935, rue de La Gauchetière Oue  
16<sup>e</sup> étage  
Montréal (Québec) H3B 2M9  
Canada  
T 514 399-8100  
Tc 514 399-4854

July 29, 2021

The Honourable Omar Alghabra, P.C., M.P.  
Minister of Transport  
Place de ville, 330 Sparks Street  
Ottawa, Ontario K1A 0N5

Dear Minister Alghabra:

We are very pleased to present CN's 2021-2022 Grain Plan – *From Farm to Market*. For CN, developing annual grain plans has had the positive effect of encouraging greater collaboration and fostering the exchange of ideas with our many agricultural industry partners and stakeholders on how to improve the planning of the movement of grain to markets. It has also contributed to informing our customers and stakeholders about the realities of moving grain by rail and to the creation of CN's Agriculture Advisory Council in 2019, a unique forum to foster greater mutual understanding of the end-to-end supply chain and the challenges faced by Canada's agricultural sector.

As in previous years, we have solicited and welcomed feedback from over 270 stakeholders as a part of the consultative process of drafting this document and we are grateful for their collaboration. The objective of our annual Grain Plan remains to ensure we have the resources, capacity, and focus necessary to move the anticipated levels of grain during the coming crop year, and to do so safely and efficiently.

We are very proud of our record shipments of Canadian grain for the 2020-2021 crop year, exceeding 30.9 million metric tonnes (MMT) of bulk and processed grain products, which represent 1.5 MMT more than the past record set in 2019-2020 and 2.8 MMT more than the three-year average. This success is due in large part to our resilience made possible by the additional capacity we have built over the last three years. We also wish to acknowledge the unfailing determination of CN's railroaders and the personnel of our supply chain partners – including the producers themselves, especially when faced with extraordinary obstacles, such as those that we have all encountered during the pandemic.

Minister Alghabra

July 29, 2021

Page 2

While CN has transported record volumes of grain in the 2020-2021 crop year, we are far from complacent. We are not limiting our outlook to the next crop year. The plans we have been acting upon since 2018 are purposefully designed to meet our long-term goal of strengthening Canada's reputation as a reliable and quality supplier to international grain markets. We are clearly on the right path to achieving this, as shown by our strong results.

Further investments in our network of 3 billion dollars are committed for 2021. Many of the infrastructure projects for Western Canada are already well underway. In addition, our 3,500 new high-capacity hopper cars will allow us to move more grain per railcar and more railcars per train, increasing our network capacity, fluidity, and throughput. These latest investments build on our record 10 billion dollars capital investments of the past three years and align with the investments made by our customers and the Canadian Federal Government at ports of Vancouver and Prince Rupert.

The 2021-2022 Grain Plan sets out CN's intention to ship up to 7,800 bulk and processed grain cars per week outside of winter, and up to 6,250 per week during winter. These represent an increase of 200 carloads per week during winter and 150 carloads per week during non-winter months compared to crop year 2020-2021. This of course is dependent on the size of the crop, the success of the harvest, the level of demand for Canadian grain from global trading partners, as well as the fluid functioning of all the different parts of the supply chain. As per previous years, CN commits to proactively report our performance against these numbers on a weekly basis and to update our Grain Plan monthly as the crop year unfolds.

Finally, it is important to note that the proposed CN and Kansas City Southern (KCS) combination creates the premier railway for the 21<sup>st</sup> century, seamlessly connecting ports and CN in the United States, Mexico and Canada. This will greatly benefit Canadian farmers by offering more market destination opportunities. The single owner, single operator network represented by the CN-KCS combination means a more competitive single-line haul solution from Western Canada that will save customers time and offer more routing options, among other benefits.

We at CN are determined to meet the needs of our grain customers and supply chain partners, while responding to those of our other customers in different commodity sectors and playing our essential role in the Canadian economy, especially as our country recovers from the pandemic.

Should you have any questions regarding the Plan or wish to discuss it in further detail, I would be very pleased to make myself available at your convenience.

Sincerely,

  
Sean Finn

*Minister very much looking forward to working with you to get Canadian Grain to markets on behalf of Farmers and our customers*

Minister Alghabra

July 29, 2021

Page 3

Encl.: 2021-22 Grain Plan  
Advanced copy of the press Release

Cc: The Hon. Chrystia Freeland, C.P., M.P., Deputy Prime-Minister and Minister of Finance  
The Hon. Dominic LeBlanc, C.P., M.P., President of the Queen's Privy Council for Canada and Minister of Intergovernmental Affairs  
The Hon. Marie-Claude Bibeau, C.P., M.P., Minister of Agriculture and Agri-food  
The Hon. Catherine McKenna, C.P., M.P., Minister of Infrastructure and Communities  
The Hon. Francois-Philippe Champagne, C.P., M.P., Minister of Innovation, Science and Industry  
The Hon. Jonathan Wilkinson, C.P., M.P., Minister of Environment and Climate Change Canada  
The Hon. Seamus O'Regan, C.P., M.P., Minister of Natural Resources  
The Hon. Mary Ng, C.P., M.P., Minister of Small Business, Export Promotion and International Trade  
The Hon. Dan Vandal, C.P., M.P., Minister of Northern Affairs  
Mrs. Soraya Martinez Ferrada, M.P., Parliamentary Secretary to the Minister of Transport  
Mr. Neil Ellis, M.P., Parliamentary Secretary to the Minister of Agriculture and Agri-food  
Mr. Vance Badawey, M.P., Chair of the House of Commons Standing Committee on Transport, Infrastructure and Communities  
Mr. Pat Finnigan, M.P., Chair of the House of Commons Standing Committee on Agriculture and Agri-Food  
Ms. Katie Telford, Chief of Staff to the Prime-Minister of Canada  
Mrs. Janice Charette, Interim Clerk of the Privy Council and Secretary to the Cabinet  
Mr. Michael Keenan, Deputy Minister of Transport  
Mr. Michael Sabia, Deputy Minister of Finance  
Mr. Simon Kennedy, Deputy Minister of Innovation, Science and Economic Development  
Mr. Chris Forbes, Deputy Minister of Agriculture and Agri-food Canada  
Ms. Kelly Gillis, Deputy Minister of Infrastructure and Communities  
Mr. Jean-François Tremblay, Deputy Minister of Natural Resources Canada  
Ms. Christyne Tremblay, Deputy Clerk of the Privy Council, Associate Secretary to the Cabinet, and Deputy Minister of Intergovernmental Affairs





## North America's Railroad

### **NEWS RELEASE**

## **CN Achieves Record Grain Movement for 2020-2021 Crop Year and Submits Its 2021-2022 Grain Plan**

***CN Delivers Record Results, Moving over 31 Million Metric Tonnes of Canadian Grain via Carload, Despite Unprecedented Challenges Over the Past Year***

***CN's 2021-2022 Plan Builds on Commitment to Fostering Growth and Supporting our Canadian Grain Partners***

**MONTREAL, August 3, 2021** – CN (TSX: CNR) (NYSE: CNI) announces that it has set a new record for the movement of Canadian grain and processed grain products via carload with over 31 million metric tonnes (“MMT”) moved during the 2020-2021 crop year. CN also filed and published its 2021-2022 Grain Plan on Friday July 30.

This record exceeds the previous record for carload movement of 29.4 MMT set in the 2019–2020 crop year. CN also moved over 1.1 MMT of grain from Western Canada via containers, with grain volumes moved from Eastern Canada in addition to these levels.

“As an essential transportation service to the economy, to our customers, supply chain partners, and the communities we serve, we remain committed to making capacity-enhancing investments to our network and to upgrade our rolling stock. These investments benefit our grain customers, as well as all those from the other sectors we serve. CN’s grain movement has been resilient during the pandemic, achieving 14 straight months of Canadian grain volume shipment records. We recognize that growing conditions across much of the Prairies have been very challenging as many producers face extremely hot and dry weather this year. Our dedicated team of railroaders will continue to work tirelessly with Canadian farmers, agri-organizations and grain customers to have the resources in place to move the upcoming harvest for the communities we proudly serve.”

- JJ Ruest, President and Chief Executive Officer, CN

Details of CN’s record success can be found in its annual Grain Plan, entitled *From Farm to Market*. This is the fourth year CN has produced a Plan in conjunction with key industry stakeholders. The Plan reviews CN’s performance during the previous crop year, assesses CN’s ability to move anticipated levels of grain during the upcoming crop year, and outlines specific steps that CN is taking to ensure it has the necessary capacity to move grain safely and efficiently for the benefit of farmers, customers and supply chain partners. The Grain Plan is also available on CN’s website at [www.cn.ca/grain](http://www.cn.ca/grain). CN will continue to publish monthly updates to the Plan.

In May 2021, CN announced its plans to acquire 1,000 new-generation, high-capacity, grain hopper cars. These innovative railcars will help meet the growing needs of grain farmers and grain customers, and are part of a larger 3,500 hopper car fleet renewal program over the next three years. Building on CN's on-going grain hopper car fleet renewal program that began in 2018, CN's new generation fleet will grow to 6,000 hopper cars. During the last five years, CN has invested more than C\$15 billion in capital equipment and infrastructure to ensure it has the network capacity to meet the needs of our customers. CN's overall investment plan reflects its determination to play a leading role in the economic recovery and to be part of the climate solution.

The proposed CN-Kansas City Southern combination will introduce new options for Canadian farmers and grain customers to ship both grain and processed grain products. It will create a new single-line service to a wider array of destinations in the U.S. and Mexico, and will also create an end-to-end transportation network across North America, enhancing competition, spurring economic growth and delivering benefits to the local communities in which both railroads operate. To learn more about the CN-KCS combination, please visit [www.connectedcontinent.com](http://www.connectedcontinent.com).

### **About CN**

CN is a world-class transportation leader and trade-enabler. Essential to the economy, to the customers, and to the communities it serves, CN safely transports more than 300 million tons of natural resources, manufactured products, and finished goods throughout North America every year. As the only railroad connecting Canada's Eastern and Western coasts with the U.S. South through a 19,500-mile rail network, CN and its affiliates have been contributing to community prosperity and sustainable trade since 1919. CN is committed to programs supporting social responsibility and environmental stewardship.

### **Forward Looking Statements**

Certain statements included in this news release constitute "forward-looking statements" within the meaning of the United States Private Securities Litigation Reform Act of 1995 and under Canadian securities laws, including statements based on management's assessment and assumptions and publicly available information with respect to CN and KCS, regarding the proposed transaction between CN and KCS, the expected benefits of the proposed transaction and future opportunities for the combined company. By their nature, forward-looking statements involve risks, uncertainties and assumptions. CN cautions that its assumptions may not materialize and that current economic conditions render such assumptions, although reasonable at the time they were made, subject to greater uncertainty. Forward-looking statements may be identified by the use of terminology such as "believes," "expects," "anticipates," "assumes," "outlook," "plans," "targets", or other similar words.

Forward-looking statements are not guarantees of future performance and involve risks, uncertainties and other factors which may cause actual results, performance or achievements of CN, or the combined company, to be materially different from the outlook or any future results, performance or achievements implied by such statements. Accordingly, readers are advised not to place undue reliance on forward-looking statements. Important risk factors that could affect the forward-looking statements in this news release include, but are not limited to: the outcome of the proposed transaction between CN and KCS; the parties' ability to consummate the proposed transaction; the conditions to the completion of the proposed transaction; that the regulatory approvals required for the proposed transaction may not be obtained on the terms expected or on the anticipated schedule or at all; CN's indebtedness, including the substantial indebtedness CN expects to incur and assume in connection with the proposed transaction and the need to generate sufficient cash flows to service and repay such debt; CN's ability to meet expectations regarding the timing, completion and accounting and tax treatments of the proposed

transaction; the possibility that CN may be unable to achieve expected synergies and operating efficiencies within the expected time-frames or at all and to successfully integrate KCS' operations with those of CN; that such integration may be more difficult, time-consuming or costly than expected; that operating costs, customer loss and business disruption (including, without limitation, difficulties in maintaining relationships with employees, customers or suppliers) may be greater than expected following the proposed transaction or the public announcement of the proposed transaction; the retention of certain key employees of KCS may be difficult; the duration and effects of the COVID-19 pandemic, general economic and business conditions, particularly in the context of the COVID-19 pandemic; industry competition; inflation, currency and interest rate fluctuations; changes in fuel prices; legislative and/or regulatory developments; compliance with environmental laws and regulations; actions by regulators; the adverse impact of any termination or revocation by the Mexican government of KCS de México, S.A. de C.V.'s Concession; increases in maintenance and operating costs; security threats; reliance on technology and related cybersecurity risk; trade restrictions or other changes to international trade arrangements; transportation of hazardous materials; various events which could disrupt operations, including illegal blockades of rail networks, and natural events such as severe weather, droughts, fires, floods and earthquakes; climate change; labor negotiations and disruptions; environmental claims; uncertainties of investigations, proceedings or other types of claims and litigation; risks and liabilities arising from derailments; timing and completion of capital programs; and other risks detailed from time to time in reports filed by CN with securities regulators in Canada and the United States. Reference should also be made to Management's Discussion and Analysis in CN's annual and interim reports, Annual Information Form and Form 40-F, filed with Canadian and U.S. securities regulators and available on CN's website, for a description of major risk factors relating to CN.

#### **Additional Information and Where to Find It**

In connection with the proposed transaction, CN has filed with the U.S. Securities and Exchange Commission ("SEC") a registration statement on Form F-4 to register the shares to be issued in connection with the proposed transaction, and the registration statement has been declared effective. CN has filed with the SEC its prospectus and KCS has filed with the SEC its definitive proxy statement in connection with the proposed transaction, and the KCS proxy statement is being sent to the stockholders of KCS seeking their approval of the merger-related proposals. This news release is not a substitute for the registration statement, the prospectus, the proxy statement or other documents CN and/or KCS may file with the SEC or applicable securities regulators in Canada in connection with the proposed transaction.

INVESTORS AND SECURITY HOLDERS ARE URGED TO READ THE REGISTRATION STATEMENT, THE PROSPECTUS, THE PROXY STATEMENT AND ANY OTHER RELEVANT DOCUMENTS FILED WITH THE SEC OR APPLICABLE SECURITIES REGULATORS IN CANADA CAREFULLY IN THEIR ENTIRETY IF AND WHEN THEY BECOME AVAILABLE (INCLUDING ALL AMENDMENTS AND SUPPLEMENTS THERETO) BECAUSE THEY CONTAIN AND WILL CONTAIN IMPORTANT INFORMATION ABOUT CN, KCS AND THE PROPOSED TRANSACTION. Investors and security holders may obtain copies of these documents (if and when available) and other documents filed with the SEC and applicable securities regulators in Canada by CN free of charge through at [www.sec.gov](http://www.sec.gov) and [www.sedar.com](http://www.sedar.com). Copies of the documents filed by CN (if and when available) will also be made available free of charge by accessing CN's website at [www.CN.ca](http://www.CN.ca). Copies of the documents filed by KCS (if and when available) will also be made available free of charge at [www.investors.kcsouthern.com](http://www.investors.kcsouthern.com), upon written request delivered to KCS at 427 West 12th Street, Kansas City, Missouri 64105, Attention: Corporate Secretary, or by calling KCS' Corporate Secretary's Office by telephone at 1-888-800-3690 or by email at [corpsec@kcsouthern.com](mailto:corpsec@kcsouthern.com).

## **Participants**

This news release is neither a solicitation of a proxy nor a substitute for the registration statement, the prospectus, the proxy statement or other filings that may be made with the SEC and applicable securities regulators in Canada. Nonetheless, CN and certain of their directors and executive officers and other members of management and employees may be deemed to be participants in the solicitation of proxies in respect of the proposed transaction. Information about CN's executive officers and directors is available in its 2021 Management Information Circular, dated March 9, 2021, as well as its 2020 Annual Report on Form 40-F filed with the SEC on February 1, 2021, in each case available on its website at [www.CN.ca/investors/](http://www.CN.ca/investors/) and at [www.sec.gov](http://www.sec.gov) and [www.sedar.com](http://www.sedar.com). Additional information regarding the interests of such potential participants is or may be included in the registration statement, the prospectus, the proxy statement or other documents filed with the SEC and applicable securities regulators in Canada if and when they become available. These documents (if and when available) may be obtained free of charge from the SEC's website at [www.sec.gov](http://www.sec.gov) and from [www.sedar.com](http://www.sedar.com), as applicable.

- 30 -

### **Contacts:**

#### **Media**

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Senior Advisor

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#### **Investment Community**

Paul Butcher

Vice-President

Investor Relations

(514) 399-0052

[investor.relations@cn.ca](mailto:investor.relations@cn.ca)

**Subject:** FW: Newsletter: The 5 Biggest Mistakes Board Members Make and How to Avoid Them

**From:** Governance Solutions <[do-not-reply@governancesolutions.worketc.com](mailto:do-not-reply@governancesolutions.worketc.com)>

**Sent:** August 4, 2021 1:02 PM

**To:** Len Racher <[lracher@mackenziecounty.com](mailto:lracher@mackenziecounty.com)>

**Subject:** Newsletter: The 5 Biggest Mistakes Board Members Make and How to Avoid Them

**No one likes making mistakes. I know I don't. Especially if they are avoidable. Here are the 5 biggest mistakes board members make and how they can be avoided!**

## **Mistake #1**

### **Joining a board without knowing what is expected of you.**

If you are considering joining a board, do your homework. I can't even tell you how many people I have met who agreed to serve on a board without having the slightest idea of what they just agreed to. There are just as many organizations out there who recruit potential board members without providing clarity on those same expectations. Both the organization and the board member are then surprised when there is not a fit between the person and the position. How can you avoid getting caught in this trap?

If you are on the recruitment side of this important value exchange, provide pre-orientation to explain what the organizations does. Don't just assume potential board members know. What is the strategy of the organization? Why does it exist? What is the vision? Just as you want to assess if the person is a good fit for the board, the person being asked to consider the board position will also want to assess the fit. They will want to know if they can add strategic value to your plans and priorities.

If you are being recruited, you will want to know what the current challenges of the organization are. Are you walking into big problems or into an organization that is healthy? See what you can learn about the culture and how you might fit with it. What about the time commitment? How often does the board meet? Are there board committees and is every board member expected to serve on one? When do they meet?

## Mistake #1

### **Joining a board without knowing what is expected of you.**

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If you are on the recruitment side of this important value exchange, provide pre-orientation to explain what the organizations does. Don't just assume potential board members know. What is the strategy of the organization? Why does it exist? What is the vision? Just as you want to assess if the person is a good fit for the board, the person being asked to consider the board position will also want to assess the fit. They will want to know if they can add strategic value to your plans and priorities.

If you are being recruited, you will want to know what the current challenges of the organization are. Are you walking into big problems or into an organization that is healthy? See what you can learn about the culture and how you might fit with it. What about the time commitment? How often does the board meet? Are there board committees and is every board member expected to serve on one? When do they meet? For how long? What about travel? Where does the board meet? Are you up for international travel? For example, the board I sit on has met in Albania, South Africa, Malaysia, Indonesia, and is soon to meet in South Korea. Are you up for that?

What are the financial expectations? Depending on sector this will differ dramatically. In the private sector they will pay you. In the not-for-profit sector there may be an expectation that you donate to them. You will want to know what those expectations are.

## Mistake #2

### **Trying to do the job of the CEO or Executive Director and Staff.**

The next mistake board members make is that they try to do the job of the CEO (sometimes called Executive Director) and their staff. This mistake flows directly out of the first mistake; not knowing expectations.

Most people who serve on boards are very used to managing organizations. They are usually hands-on in the business in their day jobs. They handle staffing issues. They create products and services. They deliver those products and services.

When you are on the board you are not there to operate the business. You are there to oversee it and gain reasonable assurance it is on track. Transitioning from being a manager or executive to a serving on a board can be hard for some people.

It is a little like the transition from being a parent to a grandparent. I have 6 grandchildren, so I know a little bit about this! My kids would not appreciate it if I drove over to their house every day to make sure they were doing things the way I would do them. Nor do they want my advice on how to dress their children or what to feed them.

Now, my kids do appreciate it when I talk through a particular challenge they may be having. They may ask for my advice. And, on the odd occasion when I have spotted something they may not have noticed they have really appreciated that.

It is just not helpful to anyone if board members try to take over management's job. Management resents it. It makes them feel disrespected and it starts a vicious cycle of low trust and deteriorating relationships.

Avoid this mistake by knowing what your role is. The board's job is governance. Management's job is operations. Make sure everyone is clear on where the line is between the two.





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## Mistake #3

### Asking the wrong questions.

Some research shows that the average person asks about 100 questions every day. Now I would say, most of those questions just slip off the tongue. We don't really think too deeply, we just spit them out. This is a recipe for disaster in the boardroom. If we don't ask thoughtful questions in the boardroom and ask them in the right way, our thoughtless questions can lead to significant negative outcomes.

Avoid this mistake by consciously asking more opened ended questions than those that are closed. Open questions probe for understanding. They allow people to build on your thoughts and the thoughts of others.

The purpose of a closed question is just as it sounds; closed questions bring closure. These are questions that can be answered yes or no. Did you? Will you? Can you? Are you? Rather than, "How might we? Why did we? What did you consider? What are the pros and cons? What are the implications and anticipated results? Why do you think that? What more can you tell me?"



There is a time for closed questions, but the more you ask open questions in the boardroom the more value you will add.

Plan your questions. This means studying your board prereading packages. It is shocking to me how many board members show up in meetings unprepared. Read your package. Fact find before the meeting. Ask strategic questions at the meeting.

In our Amazon best selling book, [Governing in Scary Times](#) you will find a repository of 170 strategic questions you can consider asking.

## Mistake #4

**Thinking you can be a great board member without learning how to be one.**

Whenever I have started a new job, I fully expected that I would need and get training on how to do that job. It is a given, when we hire a new employee that we train them on how to do their job. Why then, when we get asked to serve on a board, would we expect any less? And yet, so many people think they can just step into a board seat without first learning how to be a board member. And organizations invite people to serve on their boards without providing needed orientation and training.

The most senior group of leaders in an organization, of all people in the organization, should be trained, at the very least, in their roles, responsibilities and fiduciary duties. Every board member should know what governance is, why it matters and how to govern.

I am not talking here about “Google Governance!” You want to learn from a reputable source. When I started consulting in corporate governance 30 years ago, I was one of only 2 governance consultants in the whole country! In fact, we didn’t even call it corporate governance at the time. The term we used was directorship practices. Since then, governance has become a mature discipline with comprehensive systems and education. There are literally thousands of governance consultants now—from people who are amazing, to people who serve on a small not-for-profit board and then think, “Hmm, I like this governance stuff, I think I will hang out my shingle and call myself a governance expert.” It is a little like the wild west. Governance consulting is not regulated. So be careful.

At Governance Solutions we offer [free governance education](#) every other Tuesday, so getting a quality governance education doesn't need to be an expensive endeavour. We also offer short inexpensive programs on topics like how to read and understand financial statements, boardroom culture, how to be a great board chair, ESG, among [many others](#). And you can earn your governance designation through the [Professional Director Certification Program](#)<sup>®</sup>.



## Mistake #5

### **Agreeing to be a board member for all the wrong reasons.**

When I was young, I drove my parents to distraction by constantly asking the question, “Why?” For me, knowing the answer to the “why” question is a prerequisite to my decision-making process. I need to know why!

Before you ever say “yes” to a board position, make sure you are crystal clear on why you are saying “yes.”

Be sure to say “no” to the position if, on reflection, the answer to the “why” question for you is:

- ✔ This strokes my ego. People will think I am somebody if I say I am on the board of this organization.
- ✔ I really don't want to be a board member of this organization, but I can't say no (for whatever reason.)
- ✔ I am a shareholder or member of this organization and I want to advocate for a specific position or strategy that is important to me.
- ✔ I have an interest in this organization and I don't like how they are running things. I believe I know how to run the organization better than the current board and management team does.

If any of these examples describe you, just say, “no!” These are terrible reasons to agree to serve as a board member. The organization deserves better than that.

**Mackenzie County Library Board (MCLB)**  
**June 15, 2021 Board Meeting Minutes**  
**Fort Vermilion Library**

**Present:** Beth Kappelar, Steven Simpson, Lorraine Peters, Cameron Cardinal,  
Wally Schroeder, Kayla Wardley, Sandra Neufeld, Tamie McLean, Lisa Wardley.

**1.0** Beth Kappelar called the meeting to order at 7:23 pm.

**2.0 Approval of the Agenda:**

**MOTION #2021-05-01 Kayla Wardley** moved the approval of the agenda.

**CARRIED**

**3.0 Approval of the Minutes:**

**MOTION #2021-05-02 Lorraine Peters** moved the approval of the Apr 13/21 meeting minutes.

**CARRIED**

**4.0 Review of Action Items:**

- The action items of the previous MCLB meeting were reviewed.

**5.0 Financial:**

**5.1 MCLB Financial Report as of May 31/21:**

- Balance Forward	\$ 87,433.11
- Total Revenues	\$ 165,302.02
- Total Expenses	\$ 148,603.00
- Bank Balance	\$ 104,132.13

**MOTION #2021-05-03 Tamie McLean** moved to accept the financial report as presented.

**CARRIED**

**5.2 Honorarium for the MCLB Meeting with the High Level Library Board May 12/21:**

**MOTION #2021-05-04 Lisa Wardley** moved that MCLB members who participated in the meeting with the High Level Library Board be paid a meeting honorarium.

**CARRIED**

- A MCLB delegation could be sent to future meetings with the High Level Library Board.  
- The High Level Library Board could be invited to a MCLB meeting.

**5.3 Purchase of Flowers:**

**MOTION #2021-05-05 Tamie McLean** moved that Lorraine Peters buy flowers for the Fort Vermilion librarian whose mother passed away and also for the La Crete library on July 6/21 for the library's 5 year new building celebration.

**CARRIED**

**6.0 Library Reports:**

**6.1 La Crete:**

- The Financials as of June 7/21 are: Income \$75K, Expenses \$55K, Bank Balance \$20K.
- The library is open to 30% of fire code capacity. Summer hours are Tuesday, Wednesday, Thursday 10 am to 4 pm.
- Two display units will be replaced with shelves once they are sold. A plant cutting exchange is being planned.
- Item circulation numbers for May were 2820
- The janitorial work will be done by in-house staff.
- The work of local artists will be displayed in the fall.
- The street clock funding request submitted to the Co-op was rejected.
- A 5 year new library building anniversary is being planned for July 6/21. Cookies will be provided to patrons on July 6/21; also free library memberships and library bags will be given to new library members during the month of July. Patrons can also enter 2 draws which will be held on July 28.
- The Salmon Grill is being planned for Oct 30/21.

**6.2 Fort Vermilion:**

- The Fort Vermilion library is open to the public.
- Fort Vermilion Financials to May 31/21
  - Revenues \$47,313
  - Expenses \$11,505
  - Bank Balance \$35,779

They plan to spend more on books.

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**6.3 Zama:**

- They are open to the public by appointment.
- 115 tree planters will arrive soon. This will increase library circulation.
- They have a dehydrator and a massage chair. Also a meat grinder and games are available for sign out.
- Since Jan 1/21 they have added 240 new items and have circulated 2732 items.
- All their library windows will be mirrored.
- Fiber internet from Meander is coming to Zama.
- The indoor gardens are well used. They will be expanded this fall.

**6.4 Mackenzie County Library Consortium (MCLC):**

- Insignia glitches are being worked out.
- The conversion to Overdrive has not been totally completed.
- They have a limited collection of e-books.

**6.5 High Level:**

- They are open by appointment.
- They have a pet turtle.
- A summer staff member has been hired.

**MOTION #2021-05-06 Cameron Cardinal** moved the acceptance of the library reports for information. **CARRIED**

**7.0 Old Business:**

**7.1 Fort Vermilion Library Security Cameras:**

- The Fort Vermilion Library Society needs to decide if they want to purchase security cameras for their library.

**7.2 Fort Vermilion Library Photo Copier:**

- The MCLB decided to keep the current library photocopier until the contract runs out.

**8.0 New Business:**

**8.1 Fort Vermilion Library Additional Hours of Operation:**

- The Fort Vermilion Library Budget has \$2,300 per month budgeted for wages. This money should be used to maximize their hours of operation.
- A part time employee could be hired as long as the wages budget is not exceeded.

**9.0 Correspondence:**

- Youth Write Camp July 4-16 Brochure.

**10.0 In Camera:**

**MOTION #2021-05-07 Kayla Wardley** moved to go in camera at 8:43 pm

**MOTION #2021-05-08 Lorraine Peters** moved to come out of in camera at 8:56 pm

The future of library services in our region were discussed.

**11.0 Next Meeting Date and Location: Fort Vermilion Library July 13, 2021 at 7:00 p.m.** (Steven will pick up the key)

**12.0 Adjournment:**

**MOTION # 2021-05-09 Wally Schroeder** moved to adjourn the meeting at 8:57 p.m.

**CARRIED**

**These minutes were adopted this 10th day of August 2021.**

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**Beth Kappelar, Chair**