




MACKENZIE COUNTY

REGULAR COUNCIL MEETING

**NOVEMBER 09, 2021
10:00 AM**

**FORT VERMILION COUNCIL
CHAMBERS**

 780.927.3718

 www.mackenziecounty.com

 4511-46 Avenue, Fort Vermilion

 office@mackenziecounty.com



Mackenzie County

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Tuesday, November 9, 2021
10:00 a.m.**

Fort Vermilion Council Chambers

Fort Vermilion, Alberta

AGENDA

			Page
CALL TO ORDER:	1.	a) Call to Order	
AGENDA:	2.	a) Adoption of Agenda	
ADOPTION OF PREVIOUS MINUTES:	3.	a) Minutes of the October 26, 2021 Organizational Council Meeting	7
		b) Minutes of the October 27, 2021 Regular Council Meeting	27
		c) Business Arising out of the Minutes	
CLOSED MEETING:		<i>Freedom of Information and Protection of Privacy Act Division 2, Part 1 Exceptions to Disclosure</i>	
	4.	a)	
		b)	
TENDERS:		Tender openings are scheduled for 11:00 a.m.	
	5.	a)	
PUBLIC HEARINGS:		Public Hearings are scheduled for 1:00 p.m.	
	6.	a) None	
DELEGATIONS	7.	a) Frontier Seed Cleaning Plant	
		b) None	
GENERAL REPORTS:	8.	a) Mitigation Update (Standing Item)	
		b)	

		c)		
AGRICULTURE SERVICES:	9.	a)	None	
		b)		
COMMUNITY SERVICES:	10.	a)	Waste Transfer Station Waste Haul Contract	37
		b)	Campground Partnership Open House	41
		c)		
		d)		
FINANCE:	11.	a)	None	
		b)		
OPERATIONS:	12.	a)	None	
		b)		
UTILITIES:	13.	a)	None	
		b)		
PLANNING & DEVELOPMENT:	14.	a)	Bylaw 1242-21 Caribou Mountain Area Structure Plan	45
		b)	Bylaw 605/06 Area Structure Plan for NW & SW 12-107-14-W5M	71
		c)	Request for Application Fee Refund Bylaw 1181-20 Land Use Bylaw Amendment	97
		d)	Commercial Business Incentive Options	99
		e)	RFD - Timber Damage Assessment (TDA)	103
		f)		
ADMINISTRATION:	15.	a)	None	
		b)		
COUNCIL COMMITTEE REPORTS:	16.	a)	Council Committee Reports (verbal)	
		b)		

- c)
- INFORMATION / CORRESPONDENCE:** 17. a) Information/Correspondence 107
- NOTICE OF MOTION:** 18. a)
- NEXT MEETING DATES:** 19. a) Budget Council Meeting
November 19, 2021
1:00 p.m.
Fort Vermilion Council Chambers
- b) Regular Council Meeting
November 30, 2021
10:00 a.m.
Fort Vermilion Council Chambers
- c) Budget Council Meeting
December 7, 2021
10:00 a.m.
Fort Vermilion Council Chambers
- d) Regular Council Meeting
December 14, 2021
10:00 a.m.
Fort Vermilion Council Chambers
- d) Budget Council Meeting
December 16, 2021
10:00 a.m.
Fort Vermilion Council Chambers
- ADJOURNMENT:** 20. a) Adjournment



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 9, 2021
Presented By:	Carrie Simpson, Director of Legislative & Support Services
Title:	Minutes of the October 26, 2021 Organizational Council Meeting

BACKGROUND / PROPOSAL:

Minutes of the October 26, 2021, Organizational 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. Simpson **Reviewed by:** _____ **CAO:** _____

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That the minutes of the October 26, 2021 Organizational Council Meeting be adopted as presented.

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

**MACKENZIE COUNTY
ORGANIZATIONAL COUNCIL MEETING**

**Tuesday, October 26, 2021
10:00 a.m.**

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

PRESENT:

Jacque Bateman	Councillor
Peter F. Braun	Councillor
Cameron Cardinal	Councillor
Darrell Derksen	Councillor
David Driedger	Councillor
Josh Knelsen	Councillor
Ernest Peters	Councillor – Left at 11:00 am rejoined at 3:00 pm
Garrell Smith	Councillor
Walter Sarapuk	Councillor
Lisa Wardley	Councillor

REGRETS:

ADMINISTRATION:

Len Racher	Chief Administrative Officer
Byron Peters	Director of Projects and Infrastructure
Carrie Simpson	Director of Legislative Services
Jennifer Batt	Director of Finance
Jeff Simpson	Director of Operations
John Zacharias	Director of Utilities - Virtual
Don Roberts	Director of Community Services
Caitlin Smith	Manager of Planning and Development
Grant Smith	Agricultural Fieldman
Chad Roberts	Communications Coordinator
Colleen Sarapuk	Administrative Officer /Recording Secretary

ALSO PRESENT: Members of the Public

Minutes of the Organizational Council meeting for Mackenzie County held on October 26, 2021 in the Fort Vermilion Council Chambers.

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

Len Racher, Chief Administrative Officer, called the meeting to order at 9:49 a.m.

AGENDA: 2. a) Adoption of Agenda

MOTION 21-10-702 MOVED by Councillor Driedger

That the agenda be adopted as presented.

CARRIED

ELECTION OF REEVE & DEPUTY REEVE 6. a) Election of Reeve

Mr. Racher called for nominations for the position of Reeve for Mackenzie County for the period October 26, 2021 to October 2022.

First Call: Councillor Braun nominated Councillor Knelsen Accepted.

Second Call: Councillor Smith nominated Councillor Cardinal Accepted

Third Call: No further nominations.

MOTION 21-10-703 MOVED by Councillor Wardley

That nominations cease for the position of Reeve.

CARRIED

Councillor Knelsen was **elected** as Reeve for Mackenzie County for the period October 26, 2021 to October 2022.

6. b) Election of Deputy Reeve

Mr. Racher called for nominations for the position of Deputy Reeve for Mackenzie County for the period October 26, 2021 to October 2022.

First Call: Councillor Knelsen nominated Councillor Sarapuk Accepted.

Second Call: Councillor Bateman nominated Councillor Cardinal Accepted.

Third Call: No further nominations.

MOTION 21-10-704 MOVED by Councillor Wardley

That nominations cease for the position of Deputy Reeve.

CARRIED

Councillor Sarapuk was **elected** as Deputy Reeve for Mackenzie County for the period October 26, 2021 to October 2022.

6. c) Oath of Office – Reeve & Deputy Reeve

The Oath of Office was administered to the Reeve and Deputy Reeve by Jeneane Grundberg, Brownlee LLP.

OATH OF OFFICE:

3. a) Oath of Office – All Council

The Oath of Office was administered to all Councillors by Jeneane Grundberg, Brownlee LLP

TURNOVER OF CHAIR:

7. a) Turnover of Chair to the Reeve

Mr. Racher turned over the chair to newly elected Reeve.

**COUNCIL
ORIENTATION – PART I**

4. a) Overview of Roles & Responsibilities of the Reeve and Deputy Reeve

Jeneane Grundberg, Brownlee LLP gave an overview of the roles and responsibilities of the Reeve and Deputy Reeve.

MOTION 21-10-705

MOVED by Councillor Wardley

That Council proceed with the overview of roles and responsibilities of Council presentation prior to the election of the Reeve and Deputy Reeve.

CARRIED

VOTING PROCEDURE

5. a) Voting Procedure

As outlined in the municipalities Procedural Bylaw.

**COUNCIL
ORIENTATION – PART
II**

8. a) Overview of Roles & Responsibilities of Council

Jeneane Grundberg, Brownlee LLP gave a council orientation presentation on the roles and responsibilities of Council.

Reeve Knelsen recessed the meeting at 11:07 am and reconvened the meeting at 11:16 am

Reeve Knelsen recessed the meeting at 12:01 pm and reconvened the meeting at 12:30 pm

Reeve Knelsen recessed the meeting at 2:20 pm and reconvened the meeting at 2:28 pm

BYLAWS/POLICIES:

9. a) Bylaw 1204-20 Procedural Bylaw

MOTION 21-10-706
Requires 2/3

MOVED by Councillor Wardley

That the first reading be given to Bylaw 1204-20 Procedural Bylaw

CARRIED

MOTION 21-10-707
Requires 2/3

MOVED by Councillor Cardinal

That second reading be given to Bylaw 1204-20 Procedural Bylaw.

CARRIED

MOTION 21-10-708
Requires unanimous

MOVED by Deputy Reeve Sarapuk

That consideration be given to go to third reading of Bylaw 1204-20 Procedural Bylaw

CARRIED

MOTION 21-10-709
Requires 2/3

MOVED by Councillor Braun

That third and final reading be given to Bylaw 1204-20 Procedural Bylaw.

CARRIED

BYLAWS/POLICIES:

9. b) Bylaw 1202-20 Honorariums and Related Expense Reimbursement for Councillors and Approved Committee Members

MOTION 21-10-710
Requires 2/3

MOVED by Councillor Bateman

That first reading be given to Bylaw 1202-20 Honorariums and

Related Expense Reimbursement for Councillors and Approved Committee Members.

CARRIED

MOTION 21-10-711
Requires 2/3

MOVED by Councillor Bateman

That second reading be given to Bylaw 1202-20 Honorariums and Related Expense Reimbursement for Councillors and Approved Committee Members.

CARRIED

MOTION 21-10-712
Requires unanimous

MOVED by Councillor Braun

That consideration be given to move to third reading for Bylaw 1202-20 Honorariums and Related Expense Reimbursement for Councillors and Approved Committee Members.

CARRIED

MOTION 21-10-713
Requires 2/3

MOVED by Councillor Wardley

That third and final reading be given to Bylaw 1202-20 Honorariums and Related Expense Reimbursement for Councillors and Approved Committee Members.

CARRIED

BYLAWS/POLICIES:

9. c) Policy ADM050 Council/Administration Protocol

MOTION 21-10-714

MOVED by Deputy Reeve Sarapuk

That Policy ADM050 Council/Administration Protocol be received for information.

CARRIED

**COUNCIL COMMITTEES
& TASK FORCES**

10. a) Abolishment of Committees

MOTION 21-10-715

MOVED by Councillor Wardley

That the following Council Committees be abolished:
1. Northern Transportation Advocacy Bureau

CARRIED

**COUNCIL INTERNAL
COMMITTEES:**

11. b) Agricultural Service Board

MOTION 21-10-716

MOVED by Councillor Braun

That the following Councillors be appointed to the **Agriculture Service Board** for a two-year term – October 26, 2021 to October 2023.

1. Councillor Driedger
2. Councillor Peters

CARRIED

MOTION 21-10-717

MOVED by Councillor Bateman

That the following Members at Large be appointed to the **Agriculture Service Board** for a two-year term – October 26, 2021 to October 2023.

1. Anthony Peters
2. Joseph Peters
3. George Fehr

CARRIED

**COUNCIL INTERNAL
COMMITTEES:**

11. a) Agricultural Appeal Board

MOTION 21-10-718

MOVED by Councillor Driedger

That the following Councillors be appointed to the **Agricultural Appeal Board** for a one-year term – October 26, 2021 to October 2022.

1. Councillor Cardinal
2. Councillor Wardley
3. Deputy Reeve Sarapuk

CARRIED

**COUNCIL INTERNAL
COMMITTEES:**

11. c) Assessment Review Board

MOTION 21-10-719

MOVED by Councillor Braun

That the following Councillors be appointed to the **Assessment Review Board** for a one-year term – October 26, 2021 to October 2022, subject to eligibility.

1. Councillor Wardley
2. Councillor Cardinal

CARRIED

MOTION 21-10-720

MOVED by Councillor Cardinal

That the following Member at Large be appointed to the **Assessment Review Board** for a three-year term – October 26, 2021 to October 2024, subject to eligibility.

1. Carson Flett

CARRIED

**COUNCIL INTERNAL
COMMITTEES:**

11. d) Community Services Committee

MOTION 21-10-721

MOVED by Councillor Braun

That the **Community Services Committee** Terms of Reference be amended as presented.

CARRIED

MOTION 21-10-722

MOVED by Councillor Bateman

That the following Councillors be appointed to the **Community Services Committee** for a one year term – October 26, 2021 to October 2022.

1. Councillor Cardinal
2. Councillor Braun
3. Councillor Wardley
4. Councillor Derksen

CARRIED

**COUNCIL INTERNAL
COMMITTEES:**

11. e) Community Streetscape Implementation Committee

MOTION 21-10-723

MOVED by Councillor Braun

That applications for Community Streetscape Implementation committee members at large be re-advertised.

CARRIED

**COUNCIL INTERNAL
COMMITTEES:**

11. f) Emergency Advisory Committee

MOTION 21-10-724

MOVED by Councillor Bateman

That the **Emergency Advisory Committee** be received for information.

CARRIED

**COUNCIL INTERNAL
COMMITTEES:**

11. g) Indigenous Liaison Committee

MOTION 21-10-725

MOVED by Councillor Bateman

That the **Indigenous Liaison Committee** be received for information.

CARRIED

**COUNCIL INTERNAL
COMMITTEES:**

11. h) Inter-Municipal Planning Commission

MOTION 21-10-726

MOVED by Councillor Bateman

That the following Councillors be appointed to the **Inter-Municipal Planning Commission** for a one-year term – October 26, 2021 to October 2022.

1. Councillor Driedger
2. Councillor Bateman

CARRIED

MOTION 21-10-727

MOVED by Councillor Bateman

That the following Member at Large be appointed to the **Inter-Municipal Planning Commission** for a one-year term – October 26, 2021 to October 2022.

1. Andrew O' Rourke

CARRIED

**COUNCIL INTERNAL
COMMITTEES:**

11. i) Inter-Municipal Subdivision & Development Appeal Board

MOTION 21-10-728

MOVED by Councillor Bateman

That a letter be sent to the Inter-Municipal Subdivision & Development Appeal Board members requesting that they retake the required training.

CARRIED

MOTION 21-10-729

MOVED by Councillor Braun

That the following Councillor be appointed to the **Inter-Municipal Subdivision & Development Appeal Board** for a one-year term – October 26, 2021 to October 2022.

1. Councillor Wardley

CARRIED

**COUNCIL INTERNAL
COMMITTEES:**

11. j) Mackenzie Library Board

MOTION 21-10-730

MOVED by Councillor Driedger

That the following Councillors be appointed to the **Mackenzie Library Board** for a one-year term – October 26, 2021 to October 2022.

1. Councillor Cardinal
2. Councillor Wardley

CARRIED

MOTION 21-10-731

MOVED by Councillor Wardley

That the following Members at Large be appointed to the **Mackenzie Library Board:**

1. La Crete (3 Year Term) – Sandra Neufeld
2. Fort Vermilion (3 Year Term) – Tamie Mclean
3. High Level Rural (3 Year Term) – vacant
4. County Rural (3 Year Term) – Lorraine Peters

CARRIED

MOTION 21-10-732

MOVED by Councillor Wardley

That the member at large position for High Level Rural vacancy for the Mackenzie Library Board be re-advertised.

CARRIED

**COUNCIL INTERNAL
COMMITTEES:**

11. k) Municipal Planning Commission

MOTION 21-10-733

MOVED by Councillor Derksen

That the following Councillors be appointed to the **Municipal Planning Commission** for a one-year term – October 26, 2021 to October 2022.

1. Councillor Bateman
2. Councilor Driedger

CARRIED

MOTION 21-10-734

MOVED by Councillor Cardinal

That the following Members at Large be appointed to the **Municipal Planning Commission** for a one-year term – October 26, 2021 to October 2022.

1. Erick Carter
2. Willie Wieler
3. Tim Driedger

CARRIED

**COUNCIL INTERNAL
COMMITTEES:**

**11. l) Northwest Alberta Regional Emergency Advisory
Committee**

MOTION 21-10-735

MOVED by Councillor Bateman

That the following Councillors be appointed to the **Northwest Alberta Regional Emergency Advisory Committee** for a one-year term – October 26, 2021 to October 2022.

1. Councillor Bateman
2. Councillor Peters
3. Reeve Knelsen (Alternate)

CARRIED

**COUNCIL INTERNAL
COMMITTEES:**

11. m) Subdivision & Development Appeal Board

MOTION 21-10-736

MOVED by Councillor Bateman

That the following Councillors be appointed to the **Subdivision & Development Appeal Board** for a one-year term – October 26, 2021 to October 2022, subject to eligibility.

1. Councillor Wardley
2. Councillor Cardinal

CARRIED

**EXTERNAL
COMMITTEES
REPRESENTATION:**

12. a) Boreal Housing Foundation

MOTION 21-10-737

MOVED by Councillor Wardley

That the County's Terms of Reference (for appointees) for Boreal Housing Foundation be abolished and the County refers to the Ministerial Order H:042/16 for the establishment of the management body.

CARRIED

MOTION 21-10-738

MOVED by Councillor Driedger

That the following Councillors be appointed to the **Boreal Housing Foundation** for a one-year term – October 26, 2021 to October 2022.

1. Councillor Cardinal
2. Councillor Derksen
3. Reeve Knelsen

CARRIED

**EXTERNAL
COMMITTEES
REPRESENTATION:**

12. b) Community Futures Northwest Alberta

MOTION 21-10-739

MOVED by Councillor Bateman

That the following Councillor be appointed to the **Community Futures Northwest Alberta** for a one-year term – October 26, 2021 to October 2022.

1. Deputy Reeve Sarapuk

CARRIED

**EXTERNAL
COMMITTEES
REPRESENTATION:**

12. c) Hay Zama Committee

MOTION 21-10-740

MOVED by Councillor Bateman

That the following Councillors be appointed to the **Hay Zama Committee** for a one-year term – October 26, 2021 to October 2022.

1. Councillor Wardley
2. Councillor Bateman

CARRIED

**EXTERNAL
COMMITTEES
REPRESENTATION:**

12. d) High Level Forests Public Advisory Committee

MOTION 21-10-741

MOVED by Councillor Derksen

That the following Councillors be appointed to the **High Level Forests Public Advisory Committee** for a one-year term – October 26, 2021 to October 2022.

1. Councillor Smith
2. Councillor Wardley

CARRIED

Reeve Knelsen recessed the meeting at 5:15 pm reconvened the meeting at 5:30 pm

**EXTERNAL
COMMITTEES
REPRESENTATION:**

12. e) High Level Recreation Facility Task Force

MOTION 21-10-742

MOVED by Councillor Braun

That the following Councillor be appointed to the **High Level Recreation Facility Task Force** for a one-year term – October 26, 2021 to October 2022.

1. Councillor Bateman

CARRIED

**EXTERNAL
COMMITTEES
REPRESENTATION:**

12. f) Indigenous Joint Mutual Aid Committee

MOTION 21-10-743

MOVED by Councillor Bateman

That the following Councillor be appointed to the **Indigenous Joint Mutual Aid Committee** for a one-year term – October

- 26, 2021 to October 2022.
1. Councillor Cardinal
 2. Reeve Knelsen

CARRIED

**EXTERNAL
COMMITTEES
REPRESENTATION:**

12. g) La Crete Community Adult Learning Council

MOTION 21-10-744

MOVED by Councillor Smith

That the following Councillor be appointed to the **La Crete Community Adult Learning Council** for a one-year term – October 26, 2021 to October 2022.

1. Councillor Braun

CARRIED

**EXTERNAL
COMMITTEES
REPRESENTATION:**

12. h) Mackenzie Applied Research Association (MARA)

MOTION 21-10-745

MOVED by Councillor Braun

That the following Councillor be appointed to the **Mackenzie Applied Research Association (MARA)** for a one-year term – October 26, 2021 to October 2022.

1. Councillor Smith

CARRIED

**EXTERNAL
COMMITTEES
REPRESENTATION:**

12. i) Mackenzie Frontier Tourist Association (MFTA)

MOTION 21-10-746

MOVED by Councillor Bateman

That the following Councillors be appointed to the **Mackenzie Frontier Tourist Association (MFTA)** for a one-year term – October 26, 2021 to October 2022.

1. Councilor Cardinal
2. Councillor Wardley

CARRIED

EXTERNAL

12. j) Mackenzie Regional Community Policing Society

**COMMITTEES
REPRESENTATION:**

MOTION 21-10-747

MOVED by Councillor Driedger

That the following Councillor be appointed to the **Mackenzie Regional Community Policing Society** for a one-year term – October 26, 2021 to October 2022.

1. Councillor Derksen

CARRIED

**EXTERNAL
COMMITTEES
REPRESENTATION:**

12. k) Mackenzie Regional Waste Management Commission

MOTION 21-10-748

MOVED by Councillor Wardley

That the following Councillors be appointed to the **Mackenzie Regional Waste Management Commission** for a two-year term – October 26, 2021 to October 2022.

1. Councillor Bateman
2. Reeve Knelsen

CARRIED

**EXTERNAL
COMMITTEES
REPRESENTATION:**

12. l) Mighty Peace Watershed Alliance

MOTION 21-10-749

MOVED by Deputy Reeve Sarapuk

That the following Councillor be appointed to the **Mighty Peace Watershed Alliance** for a one-year term – October 26, 2021 to October 2022.

1. Councillor Cardinal

CARRIED

**EXTERNAL
COMMITTEES
REPRESENTATION:**

12. m) Northern Lakes College Community Education Committee

MOTION 21-10-750

MOVED by Councillor Smith

That the following Councillors be appointed to the **Northern Lakes College Community Education Committee** for a

one-year term – October 26, 2021 to October 2022.

1. High Level – Deputy Reeve Sarapuk
2. Fort Vermilion – Councillor Cardinal

CARRIED

**EXTERNAL
COMMITTEES
REPRESENTATION:**

12. o) Northwest Species at Risk Committee

MOTION 21-10-751

MOVED by Councillor Driedger

That the following Councillors be appointed to the **Northwest Species at Risk Committee** for a one-year term – October 26, 2021 to October 2022.

1. Councillor Smith
2. Councillor Wardley
3. Alternate – Councillor Cardinal

CARRIED

**EXTERNAL
COMMITTEES
REPRESENTATION:**

12. p) Regional Economic Development Initiative

MOTION 21-10-752

MOVED by Councillor Driedger

That the following Councillors be appointed to the **Regional Economic Development Initiative** for a one-year term – October 26, 2021 to October 2022.

1. Councillor Braun
2. Councillor Wardley

CARRIED

**EXTERNAL
COMMITTEES
REPRESENTATION:**

12. q) Veterinary Services Incorporated (VSI)

MOTION 21-10-753

MOVED by Councillor Derksen

That the following Councillor be appointed to the **Veterinary Services Incorporated (VSI)** for a one-year term – October 26, 2021 to October 2022.

1. Councillor Smith
2. Alternate – Deputy Reeve Sarapuk

CARRIED

**EXTERNAL
 COMMITTEES
 REPRESENTATION:**

12. r) Water North Coalition (WNC)

MOTION 21-10-754

MOVED by Councillor Wardley

That the following Councillors be appointed to the **Water North Coalition (WNC)** for a one-year term – October 26, 2021 to October 2022.

1. Reeve Knelsen
2. Councillor Peters

CARRIED

OTHER BUSINESS:

13. a) 2022 Council Meeting Dates

MOTION 21-10-755

MOVED by Councillor Cardinal

That the 2022 Council meetings be scheduled as follows:

Date	Meeting Type	Location	Time
January 11, 2022	Regular	Fort Vermilion	10:00 a.m.
January 25, 2022	Committee of the Whole	Fort Vermilion	10:00 a.m.
January 26, 2022	Regular	Fort Vermilion	10:00 a.m.
February 8, 2022	Regular	Fort Vermilion	10:00 a.m.
February 22, 2022	Committee of the Whole	Fort Vermilion	10:00 a.m.
February 23, 2022	Regular	Fort Vermilion	10:00 a.m.
March 8, 2022	Regular	Fort Vermilion	10:00 a.m.
March 22, 2022	Committee of the Whole	Fort Vermilion	10:00 a.m.
March 23, 2022	Regular	Fort Vermilion	10:00 a.m.
April 12, 2022	Regular	Fort Vermilion	10:00 a.m.
April 26, 2022	Committee of the Whole	Fort Vermilion	10:00 a.m.
April 27, 2022	Regular	Fort Vermilion	10:00 a.m.
May 10, 2022	Regular	Fort Vermilion	10:00 a.m.

May 25, 2022	Regular	Fort Vermilion	10:00 a.m.
June 7, 2022	Regular	Fort Vermilion	10:00 a.m.
June 22, 2022	Regular	Fort Vermilion	10:00 a.m.
June 23, 2022	Committee of the Whole	Fort Vermilion	10:00 a.m.
July 12, 2022	Committee of the Whole	Fort Vermilion	10:00 a.m.
July 13, 2022	Regular	Fort Vermilion	10:00 a.m.
August 16, 2022	Committee of the Whole	Fort Vermilion	10:00 a.m.
August 17, 2022	Regular	Fort Vermilion	10:00 a.m.
September 13, 2022	Regular	Fort Vermilion	10:00 a.m.
September 26, 2022	Regular	Fort Vermilion	10:00 a.m.
October 11, 2022	Regular	Fort Vermilion	10:00 a.m.
October 25, 2022	Organizational Meeting	Fort Vermilion	10:00 a.m.
October 26, 2022	Regular	Fort Vermilion	10:00 a.m.
November 15, 2022	Regular	Fort Vermilion	10:00 a.m.
November 29, 2022	Regular	Fort Vermilion	10:00 a.m.
December 13, 2022	Regular	Fort Vermilion	10:00 a.m.

CARRIED

DESTRUCTION OF BALLOTS:

14. a) Destruction of Ballots

MOTION 21-10-756

MOVED by Councillor Wardley

That all ballots used during the 2021 organizational meeting be destroyed.

CARRIED

ADJOURNMENT:

15. a) Adjournment

MOTION 21-10-757

MOVED by Councillor Derksen

That the Organizational Council meeting be adjourned at 5:52 p.m.

CARRIED

These minutes will be presented to Council for approval on Tuesday, October 27, 2021.

John Knelsen
Reeve

Len Racher
Chief Administrative Officer

UNAPPROVED



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 9, 2021
Presented By:	Carrie Simpson, Director of Legislative & Support Services
Title:	Minutes of the October 27, 2021 Regular Council Meeting

BACKGROUND / PROPOSAL:

Minutes of the October 27, 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. Simpson **Reviewed by:** _____ **CAO:** _____

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That the minutes of the October 27, 2021 Regular Council Meeting be adopted as presented.

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

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Wednesday, October 27, 2021
10:00 a.m.**

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

PRESENT: Josh Knelsen Reeve
Walter Sarapuk Deputy Reeve
Jacquie Bateman Councillor
Peter F. Braun Councillor
Cameron Cardinal Councillor
Darrell Derksen Councillor
David Driedger Councillor
Garrell Smith Councillor
Lisa Wardley Councilor

REGRETS: Ernest Peters Councillor

ADMINISTRATION: Len Racher Chief Administrative Officer
Byron Peters Director of Projects and Infrastructure
Carrie Simpson Director of Legislative Services
Jennifer Batt Director of Finance
Jeff Simpson Director of Operations
John Zacharias Director of Utilities - Virtual
Don Roberts Director of Community Services
Caitlin Smith Manager of Planning and Development
Grant Smith Agricultural Fieldman
Chad Roberts Communications Coordinator
Sylvia Wheeler Communications Coordinator
Colleen Sarapuk Administrative Officer /Recording Secretary

ALSO PRESENT: Members of the public

Minutes of the Regular Council meeting for Mackenzie County held on October 27, 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 10:06 a.m.

AGENDA: 2. a) Adoption of Agenda

MOTION 21-10-758 MOVED by Councillor Cardinal

That the agenda be adopted with the additions;

- 4.a) Labour
- 4.b) Non-Disclosure agreement – Legal
- 9.a) Veterinary Services Incorporated
- 12.a) Highway 58/88 Intersection
- 15.a) Alberta Urban Municipalities Association

And the following deletion:

- 7.a) Homestead Holdings - Darrel Derksen

CARRIED

3. a) Minutes of the September 14, 2021 Regular Council Meeting

MOTION 21-10-759

MOVED by Councillor Wardley

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

CARRIED

**ADOPTION OF
 PREVIOUS MINUTES:**

3. b) Minutes of the October 12, 2021 Budget Council Meeting

MOTION 21-10-760

MOVED by Councillor Bateman

That the minutes of the October 12, 2021 Budget Council Meeting be adopted as amended.

CARRIED

**ADOPTION OF
 PREVIOUS MINUTES:**

3. c) Business Arising out of the Minutes

CLOSED MEETING:

4. Closed Meeting

MOTION 21-10-761

MOVED by Councillor Bateman

That Council move into a closed meeting at 10:11 a.m. to discuss the following:

- 4.a) Labour (Addition) (s.16)
- 4.b) Non Disclosure Agreement – Legal (Addition) (s.22)

CARRIED

The following individuals were present during the closed meeting

discussion. (MGA Section 602.08(1)(6))

- All Members of Council other than Councillor Peters

MOTION 21-10-762 **MOVED** by Councillor Wardley

That Council move out of the closed meeting at 11:09 a.m.

CARRIED

Reeve Knelsen Recessed the meeting at 11:10 a.m. and reconvened the meeting at 11:21 a.m.

CLOSED MEETING: **4.a) Labour (Addition) (s.16)**

MOTION 21-10-763 **MOVED** by Councillor Wardley

That administration work with legal to create a non-disclosure agreement for Councillors and that the Information Technologist Department investigate electronic options for secure sharing of Closed Meeting information.

CARRIED

TENDERS: **5.a) None**

PUBLIC HEARINGS: **6.a) None**

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

MOTION 21-10-764 **MOVED** by Deputy Reeve Sarapuk

That the CAO & Director Reports for September, 2021 be received for information.

CARRIED

Reeve Knelsen recessed the meeting at 12:00 p.m. and reconvened the meeting at 12:34 p.m.

GENERAL REPORTS: **8. b) Mitigation Update (Standing Item)**

MOTION 21-10-765 **MOVED** by Councillor Cardinal

That the Mitigation update be received for information.

CARRIED

Reeve Knelsen recessed the meeting at 1:45 p.m. and reconvened the meeting at 1:55 p.m.

**AGRICULTURE
SERVICES:**

9. a) Veterinary Service Incorporated (VSI) (Addition)

MOTION 21-10-766
requires unanimous

MOVED by Deputy Reeve Sarapuk

That Mackenzie remain at 50% contribution for the Veterinary Services Incorporated program.

CARRIED

**COMMUNITY
SERVICES:**

10. a) Waste Transfer Station Haul Contract Extension

MOTION 21-10-768
Requires 2/3

MOVED by Councillor Wardley

That the Waste Transfer Station Service Agreement with L & P Disposals Incorporated be extended for a one year term ending December 31, 2022 as per the contract completion date clause.

CARRIED

MOTION 21-10-769

MOVED by Deputy Reeve Sarapuk

That the Community Services Committee analyze Mackenzie County's Solid Waste requirements at the Waste Transfer Stations and bring back its findings and recommendations no later than August 2022, prior to future budget deliberations.

CARRIED

**COMMUNITY
SERVICES:**

10. b) 2021 Campground Caretakers Bonus

MOTION 21-10-770
Requires 2/3

MOVED by Councillor Braun

That the 2020 Campground Caretaker bonuses be approved as follows:

- Hutch Lake - \$6,466.25
- Machesis Lake - \$2,781.00
- Wadlin Lake - \$8,000.00

CARRIED

FINANCE: 11. a) **Disaster Recovery Program Claim – Severe Storm Flooding - Chateh Road**

MOTION 21-10-771 **MOVED** by Councillor Wardley

That Mackenzie County appeal the Disaster Recovery Program claim for the Chateh Road and include pictures and supporting information to facilitate the successful appeal.

CARRIED

FINANCE: 11. b) **Expense Claims – Councillors**

MOTION 21-10-772 **MOVED** by Councillor Cardinal

That the Councillor expense claims for September 2021 be received for information.

CARRIED

FINANCE: 11. c) **Expense Claims – Members at Large**

MOTION 21-10-773 **MOVED** by Councillor Braun

That the Member at Large Expense Claims for September 2021 be received for information

CARRIED

OPERATIONS: 12. a) **Highway 55 & 88 Intersection –Addition**

MOTION 21-10-774 **Moved** by Deputy Reeve Sarapuk

Requires unanimous

That a letter be sent to Alberta Transportation requesting confirmation on lighting package at the Highway 58 & 88 intersection.

CARRIED

UTILITIES: 13. a) **None**

PLANNING & DEVELOPMENT: 14. a) **Development Statistics Report – January to September 2021**

MOTION 21-10-775 **MOVED** by Deputy Reeve Sarapuk

That the development statistics report for January to September 2021 be received for information.

CARRIED

ADMINISTRATION: 15. a) Alberta Urban Municipalities Association (AUMA) - Addition

MOTION 21-10-776 **MOVED** by Councillor Wardley
Requires unanimous

That all Councillors be authorized to attend the Fall AUMA Conference virtually.

CARRIED

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

MOTION 21-10-777 **MOVED** by Councillor Driedger

That the Council Committee Reports be received for information.

CARRIED

COUNCIL COMMITTEE REPORTS: 16. b) Municipal Planning Commission Meeting Minutes

MOTION 21-10-778 **MOVED** by Councillor Cardinal

That the Municipal Planning Commission meeting minutes of September 24, 2021 and October 14, 2021 be received for information.

CARRIED

COUNCIL COMMITTEE REPORTS: 16. c) Inter-Municipal Planning Commission Meeting Minutes

MOTION 21-10-779 **MOVED** by Councillor Bateman

That the Inter-Municipal Planning Commission meeting minutes of September 28, 2021 be received for information.

CARRIED

**INFORMATION /
CORRESPONDENCE:**

17. a) Information/Correspondence

MOTION 21-10-780

MOVED by Deputy Reeve Sarapuk

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

CARRIED

NOTICE OF MOTION:

18. a)

**NEXT MEETING
DATE:**

19. a) Next Meeting Dates

Regular Council Meeting
November 9, 2021
10:00 a.m.
Fort Vermilion Council Chambers

Regular Council Meeting
November 30, 2021
10:00 a.m.
Fort Vermilion Council Chambers

ADJOURNMENT:

20. a) Adjournment

MOTION 21-10-781

MOVED by Councillor Braun

That the council meeting be adjourned at 3:27 p.m.

CARRIED

These minutes will be presented to Council for approval on November 9, 2021.

Joshua Knelsen
Reeve

Lenard Racher
Chief Administrative Officer



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 9, 2021
Presented By:	Don Roberts, Director of Community Services
Title:	Waste Transfer Station Waste Haul Contract

BACKGROUND / PROPOSAL:

At the October 27th Council meeting, Council made the following two motions:

Motion 1:

That the Waste Transfer Station Service Agreement with L & P Disposals Inc. be extended for a one year term ending December 31, 2022 as per the contract completion date clause.

Motion 2:

That the Community Services Committee analyze Mackenzie County’s Solid Waste requirements at the Waste Transfer Stations and bring back its findings and recommendations no later than August 2022, prior to future budget deliberations.

The following background information was presented:

The Waste Transfer Station Service Agreement was awarded to L & P Disposals Inc. in December 31, 2017 for a two year term ending December 31, 2019. Two-one year extensions were granted by Council expiring on December 31, 2021.

The signed contract for this service includes the following clause:

“Completion Date” means the 31st day of December, or such later date as may be agreed upon in writing by the parties;

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

The original Tender stated:

Clause 8.16...

Mackenzie County may, prior to the expiry of the contract time, extend the contract time, twice only, for a further 1 year period subject to the same terms, covenants and conditions as contained within.

The 2016 estimated quantities of solid waste hauled from each transfer station have existed since the 2017 contract. These numbers have dramatically changed since then.

Since the new implementation of fees at the Waste Transfer stations, the future of Mackenzie County Transfer Stations must be considered.

Since October 27th a request was made to bring this issue back to Council. There is a concern the motions made may be in conflict with the terms of the original tender mentioned above.

OPTIONS & BENEFITS:

Option 1

Rescind **resolution** 21-10-768

That the Waste Transfer Station Service Agreement with L & P Disposals Incorporated be extended for a one year term ending December 31, 2022 as per the contract completion date clause.

And re-tender the Waste Transfer Station Waste Haul Contract.

Consideration

If this is the choice of Council, Administration would advise the duration of this contract be for 1 year allowing for Motion 2

Option 2

Receive for information.

Option 3

For Administration to obtain legal advice and bring findings back to Council.

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

COSTS & SOURCE OF FUNDING:

2022 Operating Budget.

Unknown cost for legal council.

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

POLICY REFERENCES:

Policy FIN025 - Purchase Authority Directive and Tendering Process

12. Analysis of Tenders

b) The municipality reserves the right to reject any and all tenders for any cause, to award tenders based on conditions other than price, or to reject all tenders without cause.

c) The municipality shall not accept tenders, quotations or the supply of services from contractors or suppliers of services who have initiated litigation against the municipality, for a period of one year after the litigation is resolved.

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

Motion 1

For discussion

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 9, 2021
Presented By:	Don Roberts, Director of Community Services
Title:	Campground Partnership Open House

BACKGROUND / PROPOSAL:

Since April 2021, the Community Services Committee have explored a different concept in operating Mackenzie County Campgrounds. The idea is to have a partnership with a stakeholder, individual, business, non-profit, for the running of the campgrounds. In theory Mackenzie County would allow stakeholders to generate their own revenue within the campgrounds by offering multiple services of their own design while staying within agreement terms. In turn Camping fees collected could be utilized for expansion and development of the campgrounds.

The Committee and Administration developed a three phase approach on attracting and obtaining potential stakeholders.

Phase 1

To stimulate the idea of a potential partnership for the operations of Mackenzie County campgrounds.

Phase 2

To highlight the demand for camping and related activities through sharing of the insights of the Mackenzie Region Business and Tourism Survey as conducted by REDI, Community Futures Northwest Alberta, and the Mackenzie Frontier Tourist Association.

Phase 3

To further highlight the opportunity to collaborate with Mackenzie County to operate and provide services for the County's campgrounds and to encourage entrepreneurs to put forward their proposed business plans.

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

Administration has had difficulties communicating the intent and concept to the public and has caused public confusion.

In order to address the public confusion, the Community Services Committee made the following motion:

That Mackenzie County hold an Open House to the public to discuss “Campground Partnerships” on a proposed date of December 2, 2021.

OPTIONS & BENEFITS:

Option 1

That the Campground Partnership Open House update be received for information.

Option 2

Request more information.

COSTS & SOURCE OF FUNDING:

Advertising is within operational budget.

A Community Services Committee meeting will be held December 2, 2021 at 3:00 p.m. with the Open House being scheduled for 7:00 p.m.

SUSTAINABILITY PLAN:

Recreational Infrastructure

Strategy C1.2

Undertake a financial and operational review of County recreational facilities and equipment to: ensure adequacy of capital, operating funding and reserves, • identify opportunities for increased usage, increased revenues and decreased costs, • ensure optimal use of funds, • identify other efficiencies that could mitigate the size of the annual grant required from the County to operate the facilities.

COMMUNICATION / PUBLIC PARTICIPATION:

Public Advertising
Social Media
Council Updates

POLICY REFERENCES:

Author: _____ Reviewed by: _____ CAO: _____

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That the Campground Partnership Open House update be received for information.

Author: _____ Reviewed by: _____ CAO: _____



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 9, 2021
Presented By:	Caitlin Smith, Manager of Planning & Development
Title:	Bylaw 1242-21 Caribou Mountain Area Structure Plan

BACKGROUND / PROPOSAL:

An Area Structure Plan (ASP) is a planning document which helps guide the long-term development of the subject area. An ASP may include general and specific transportation routes, servicing plans, storm water management plans, or other requested information. Mackenzie County may request an ASP when the area being developed falls outside of an urban area or an area which has already been identified for future development. An area for which an ASP has been adopted must still follow all regulations set forth by the Land Use Bylaw (LUB).

The Caribou Mountain Centre, located at SW 5-110-13-W5M, north of the junction of Hwy 58 and Hwy 88, was rezoned in 2019 to Rural Industrial General “RIG” to accommodate a service station and future industrial subdivision. This intersection has also been identified in Mackenzie County’s Municipal Development Plan (MDP) as a suitable area for commercial/industrial development. The MDP is a high-level planning document which identifies the County’s development priorities and guides general areas of development throughout the County.

Important items for consideration in the Caribou Mountain ASP include the following:

- Storm Water Management – the ASP states that the facilities (storm pond) are anticipated to be taken over and maintained by the County once construction is completed.
- Solid Waste Management – the ASP states that waste will be disposed of at a Mackenzie County Transfer Station. Given the volume of waste likely to be produced, the Community Services Department recommends that the waste be transported directly to the Mackenzie Regional Landfill.
- Timelines – the ASP provides a potential lot layout for the future proposed subdivision but no timeline for completion of the development has been identified.

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

- Servicing – the ASP notes the possibility of connecting to rural water servicing in the future if the project moves forward.

Little Red River Cree Nation has acquired grant funding for a portion of their project, this funding is contingent on the Area Structure Plan being approved by Council.

On November 3, 2021 the ASP was presented to the Municipal Planning Commission (MPC) for recommendation. The MPC is recommending against approval of the ASP for the following reasons:

- The Hamlet of Fort Vermilion is located along Hwy 88 about 30 kms from the development area, the proposed development may take much needed businesses away from the Hamlet. The County should be promoting commercial development in established hamlets.
- Road and other types of servicing within a new rural industrial subdivision requires a large maintenance commitment, this will fall back on the County when service is already spread thin in rural areas.
- Solid waste from commercial and industrial sources should be hauled directly to the Regional Landfill rather than increasing the burden on waste transfer stations, which are intended for residential waste.
- This type of development may increase the burden on Emergency Services.
- The new intersection improvements will likely require street lighting in the future, perhaps this should be required of the developer now.
- An alternative servicing plan should be made for the storm water management facilities.

OPTIONS & BENEFITS:

Options are to pass, defeat, or table first reading of the bylaw subject to additional information or amendments.

When making development decisions, it is the County’s responsibility to take over all infrastructure as according to the Municipal Government Act after the warranty period.

Should Council decide against the approval of the Area Structure Plan; the Municipal Development Plan will need to be revised to remove any future growth areas including the Hwy 88/58 intersection, and Blue Hills to ensure commercial development remains in hamlet.

COSTS & SOURCE OF FUNDING:

Costs include advertising and adjacent landowner letters, which will be borne by the applicant.

Author: N Friesen Reviewed by: C Smith CAO:

SUSTAINABILITY PLAN:

Goal E1 That the Region’s transportation system:

- Reduces travel time and increases safe, comfortable, and efficient travel between its communities and between the County and major destinations beyond its borders.

Strategy E3.1 Work with neighbouring First Nations and other parties to promote the link east to Fort Smith to the provincial, territories, and federal governments.

Strategy E3.4 Work with the federal government, NWT, and First Nations and local residents to identify the best route to connect additional communities to Highway 58 at points east to Garden River and north to Fort Smith.

COMMUNICATION / PUBLIC PARTICIPATION:

Advertising is required prior to Public Hearing, second, and third reading of the bylaw.

POLICY REFERENCES:

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That first reading be given to Bylaw 1242-21 being an Area Structure Plan for SW 5-110-13-W5M.

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

BYLAW NO. 1242-21
BEING A BYLAW OF
MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA

TO ADOPT THE AREA STRUCTURE PLAN
FOR SW 5-110-13-W5M FOR CARIBOU MOUNTAIN CENTRE

WHEREAS, pursuant to the provisions of the Municipal Government Act, Revised Statutes of Alberta, 2000, Chapter M-26, Section 633 and amendments thereto, Council may adopt an Area Structure Plan;

WHEREAS, the Council of Mackenzie County has deemed it desirable to adopt an Area Structure Plan to guide the future development of SW 5-110-13-W5M;

NOW THEREFORE, be it resolved that the Council of Mackenzie County duly assembled, hereby enacts as follows:

1. That an Area Structure Plan for a Rural Commercial and Industrial subdivision on SW 5-110-13-WM be adopted as shown 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.

Joshua Knelsen
Reeve

Lenard Racher
Interim Chief Administrative Officer

SCHEDULE "A"

**CARIBOU MOUNTAIN CENTER AREA STRUCTURE PLAN
FOR SW 5-110-13-W5M**



CARIBOU MOUNTAIN COMMERCIAL PARK

AREA STRUCTURE PLAN

July 23, 2021





PREPARED FOR:

Little Red River Group of Companies LP
9402 114 Ave
High Level, AB T0H 1Z0

Suite 200, 10345 - 105 Street NW, Edmonton, AB T5J 1E8 | T: 780.430.4041

File: 2847.0015.01

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CONTENTS

1.0 INTRODUCTION	1
1.1 PURPOSE AND SCOPE	1
1.2 APPLICABLE POLICY	1
1.2.1 FEDERAL POLICY	1
1.2.2 PROVINCIAL POLICY (GOVERNMENT OF ALBERTA)	1
1.2.3 MUNICIPAL POLICY (MACKENZIE COUNTY)	2
2.0 EXISTING CONDITIONS	3
2.1 CONTEXT	3
2.1.1 REGIONAL	3
2.1.2 LOCAL	3
2.1.3 THE LANDS	3
2.1.4 TRANSPORTATION	3
2.1.5 PROGRAMMING	4
2.1.6 ENVIRONMENTAL CONSIDERATIONS	4
2.1.7 WATER AND SANITARY SERVICES	4
2.1.8 POWER, GAS AND TELECOMMUNICATIONS	4
2.1.9 HISTORICAL AND ARCHAEOLOGICAL OVERVIEW	4
2.1.10 FIRE SMART	5
3.0 LAND USE CONCEPT	5
3.1 LAND USE STRATEGY	5
3.1.1 COMMERCIAL	5
3.1.2 INDUSTRIAL	5
4.0 INFRASTRUCTURE SERVICING	6
4.1 TRANSPORTATION	6
4.1.1 SITE ACCESS	6
4.1.2 INTERNAL ROADWAYS	7
4.1.3 WATER SERVICING	8
4.1.4 SANITARY SERVICING	9
4.1.5 GEOTECHNICAL	9
4.1.6 SITE TOPOGRAPHY AND STORM WATER MANAGEMENT	9
4.1.7 SOLID WASTE MANAGEMENT	10
4.1.8 POWER, GAS AND TELECOMMUNICATIONS	10
5.0 PART IV: IMPLEMENTATION	11
5.1 IMPLICATIONS FOR OTHER MUNICIPAL PLANS AND BYLAWS	11
5.2 MUNICIPAL AND ENVIRONMENTAL RESERVE	11
5.3 DEVELOPMENT PHASES	11

INTRODUCTION

1.1 PURPOSE AND SCOPE

This Area Structure Plan (ASP) has been prepared for Little Red River Cree Nation (LRRCN) as required by Mackenzie County (County) for multi-parcel development. LRRCN has been working on several background and feasibility studies for the Caribou Mountain Commercial Park including a Conceptual Development Plan, Servicing Strategy, and a supporting Business Feasibility Study.

As shown in **Figure 1: Location Map**, the Caribou Mountain Commercial Park (the Lands) are approximately 160 acres, located northeast of the intersection of Highways 58 and Highway 88.

The Lands are being planned and constructed in several phases and will contain a mixture of commercial and industrial developments.

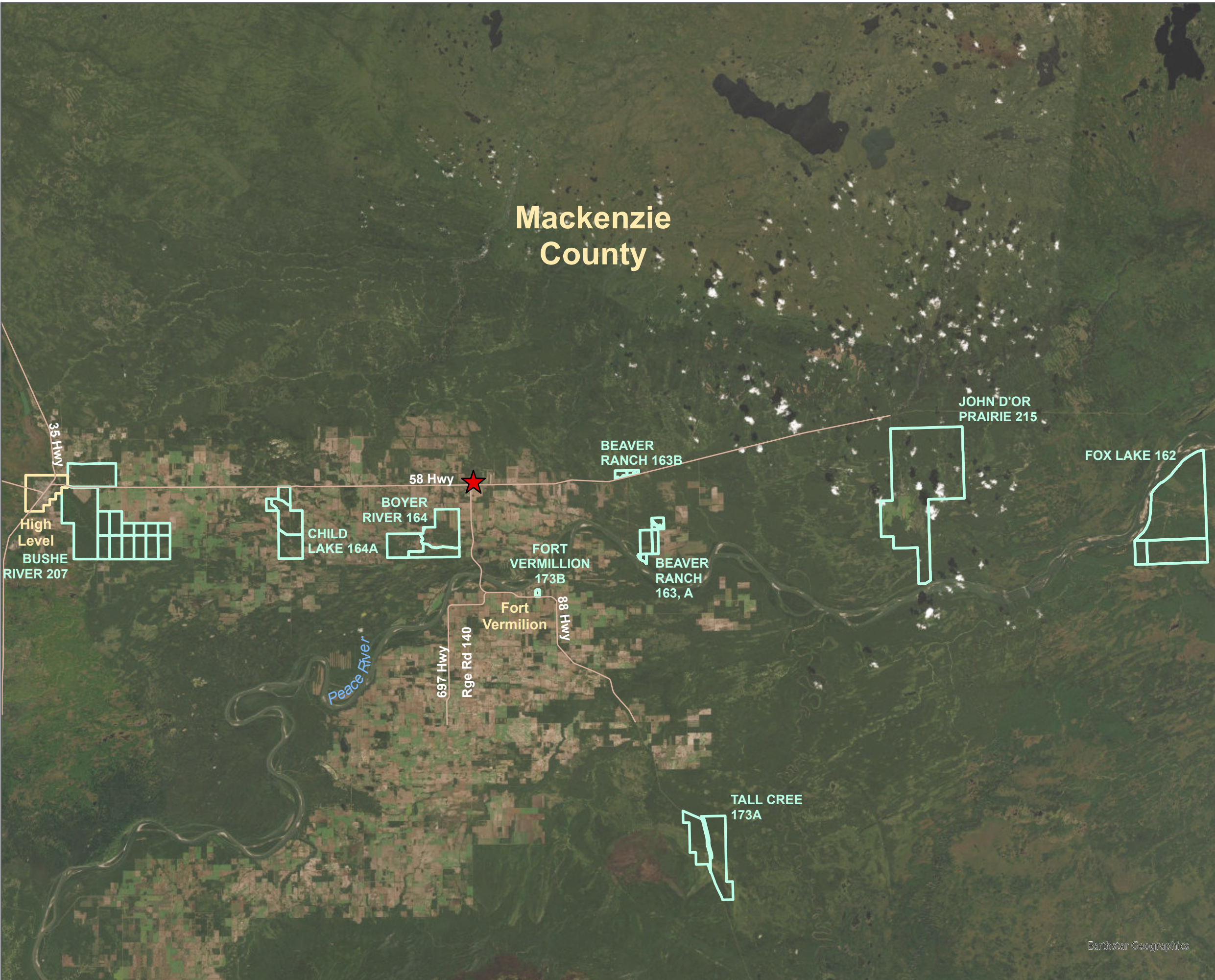
1.2 APPLICABLE POLICY

1.2.1 FEDERAL POLICY

Where applicable, the Lands are subject to Federal Acts and Regulations. Examples of relevant applicable legislation include the Migratory Bird Convention Act and the Species at Risk Act. As this project is federally funded by Indigenous Services Canada, they will require an environmental Project Description Form to be submitted as part of the project deliverables.

1.2.2 PROVINCIAL POLICY (GOVERNMENT OF ALBERTA)




The Lands are most directly affected by policies administered by Alberta Transportation and Alberta Environment and Parks. Any development within 800m of a provincial highway requires a Roadside Development Application to be submitted to Alberta Transportation for approval. As the Lands border Highway 58 along the length of the southern boundary, this requirement impacts development of the entire quarter section. It is likely that any Roadside Development permit application will also require submission of a Traffic Impact Assessment to ensure safe access and egress from the provincial highway. Alberta Transportation requires that the general minimum setback for all development is 70 metres from the highway centreline or no closer than 40 metres from the highway right-of-way boundary, except where these distances must be increased to allow for highway widening. Placement of any trees, hedges or shrubs within 30 metres from the highway right-of-way boundary, or 60 metres from the centre line of the highway, whichever distance is greater, is typically prohibited without a permit. Alberta Transportation will also dictate how many accesses are allowed from Highway 58 into the Lands. Their access management guidelines for a minor two-lane highway suggest that access to private lands are not permitted within 400m of a public road intersection and that one access per quarter section is most desirable. Alberta Environment and Parks oversees administration of the Water Act, which is triggered for any modification or removal of wetlands found within the Lands. They also oversee the Environmental Protection and Enhancement Act and Regulations which could be triggered if there is desire to install a communal water and sewer system within the Lands. Private sewage systems fall under the Alberta Safety Codes Council, another provincial body.



Mackenzie County



Caribou Mountain Commercial Park Location Map

-  Caribou Mountain Commercial Park
-  First Nation Reserve Boundary
-  Municipal Boundary

The accuracy & completeness of information shown on this drawing is not guaranteed. It will be the responsibility of the user of the information shown on this drawing to locate & establish the precise location of all existing information whether shown or not.



Coordinate System:

NAD 1983 CSRS UTM Zone 11N

Data Sources:

- Canada Lands 2020-09-24
- Abadata 2020-09-28
- National Hydro & Road Network

Project #: 2847.0013.01
 Author: SQ



Date: 2020 / 10 / 19

FIGURE 1

1.2.3 MUNICIPAL POLICY (MACKENZIE COUNTY)

The Lands are fee simple and subject to the bylaws, policies, and procedures of Mackenzie County where they are located.

Municipal Development Plan (MDP)

The Municipal Development Plan (MDP) is the long-range, statutory document that is required to be adopted by Bylaw for all municipalities. The MDP communicates the long-term desired land use for the municipality and serves as a high-level blueprint showing how the municipality is expected to change over time and the shape it will take in the future.

The purpose of the MDP is to provide clear direction for Mackenzie County's Council and Administration. The Plan is intended to guide growth and development of the County to 2031 and to accommodate a population of 17,237. The MDP guides future development by defining the vision, principles, objectives, and policies of the County with respect to planning matters. The MDP, in addition to Provincial legislation, provides a foundation for the preparation of more detailed land use plans; is intended to be used in conjunction with Mackenzie County's Land Use Bylaw to implement its policies; and to inform residents and developers of Mackenzie County's future land use strategy. Any plan for future land use and development must be based on the MDP's vision of the future.

The MDP has designated the Lands at the junction of Highway 88 and 58 as Rural Industrial and Rural Commercial (**Figure 2**). This designation aligns with the proposed uses and general intent LRRCN has for the Lands. The MDP also contains general policies for industrial and commercial development that apply to those land uses throughout Mackenzie County.

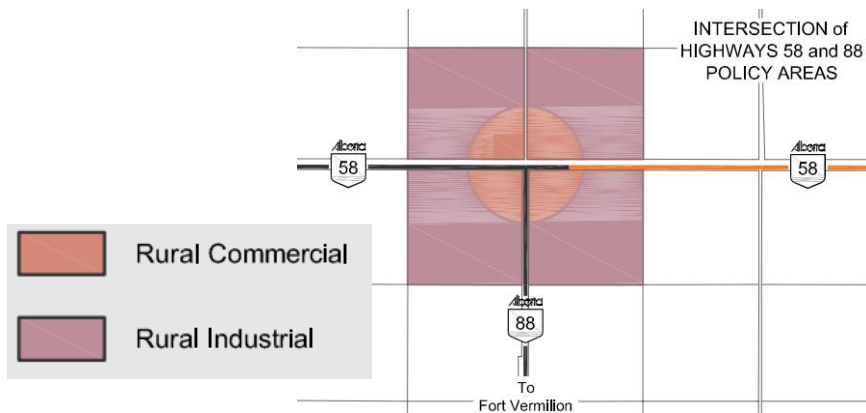


Figure 2. Mackenzie County MDP Policy Area around Highway 58/88 Intersection

Land Use Bylaw (LUB)

The Land Use Bylaw (LUB) is a statutory plan adopted by Mackenzie County Council as a means to implement the MDP. The LUB divides the municipality into land use districts and establishes procedures for processing and deciding upon development permits and subdivisions. The LUB is the most consulted document by Mackenzie County's administration and the public when starting the development process. The Lands are currently designated as Rural Industrial General (RIG). The LUB states "*The purpose of the RIG district is to provide for heavy industrial uses on large land parcels, distant from residential uses, that utilize extensive outdoor storage areas and on-site operations are considered to be a nuisance to nonindustrial and residential uses.*"

2.0 EXISTING CONDITIONS

2.1 CONTEXT

2.1.1 REGIONAL

The Lands are located within the jurisdiction of Mackenzie County. Mackenzie County has a population of over 12,000 and is bordered by the Province of British Columbia to the west, the Northwest Territories to the north, Wood Buffalo National Park and the Regional Municipality of Wood Buffalo to the east, and the Municipal District of Northern Lights No. 22, Northern Sunrise County, the Municipal District of Opportunity No. 17 to the south. The Town of High Level, the Town of Rainbow Lake and several First Nations are located within the boundaries of the County but operate independently from the municipality. Mackenzie County's has a diverse economy that includes agri-business, forestry, and oil and gas industries. With primary resources providing the economic base, the development of a strong support service sector has evolved. The diversified economic base provides the County with a balance of industries, and generally protects its economy from severe market fluctuations.

2.1.2 LOCAL

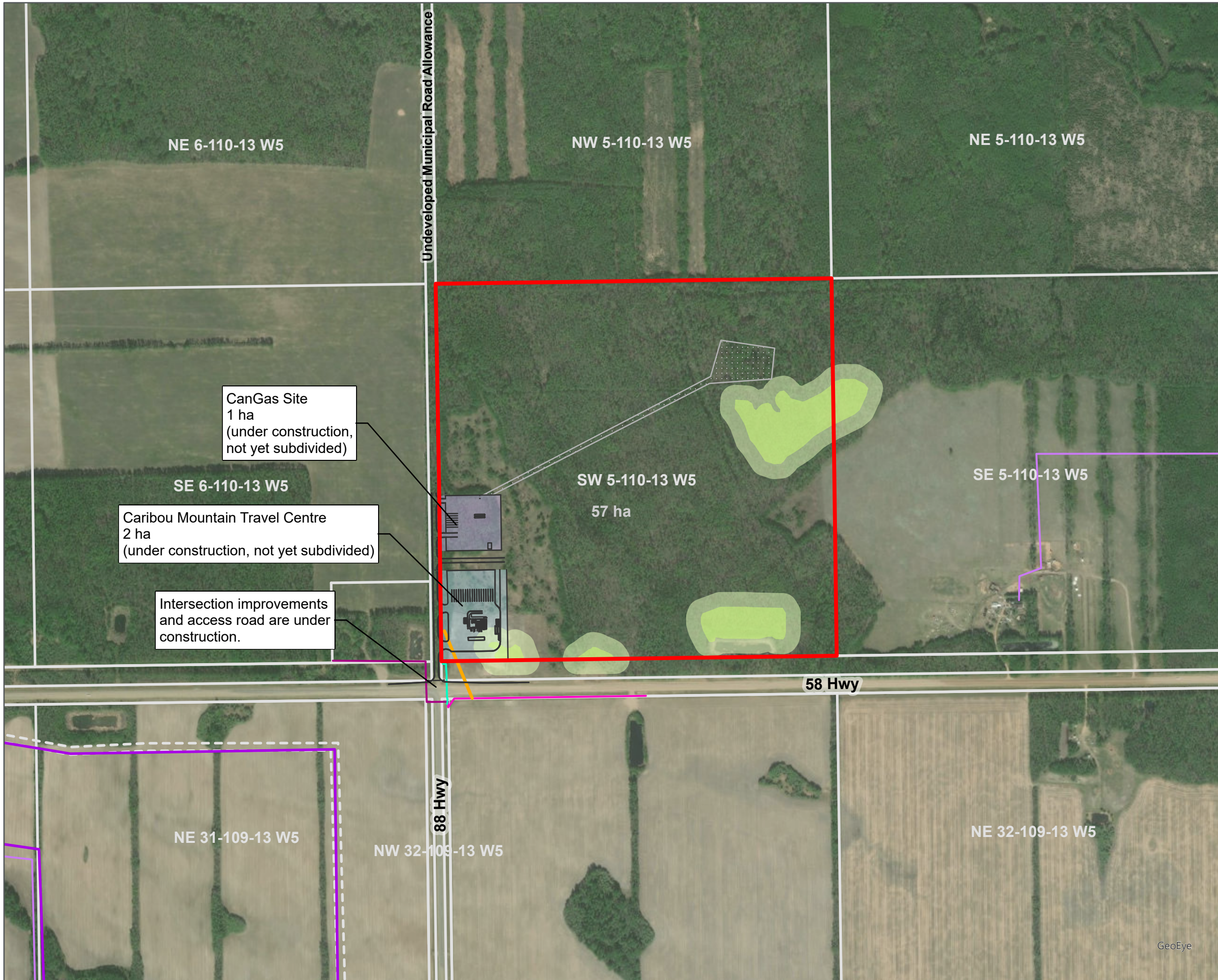
The Lands are located at the junction of Highway 88 and 58. The town of High Level is located a 35-minute drive (58km) west along Highway 58, the Hamlet of Fort Vermillion is 15 minutes south (22km) along Highway 88 and the Nation's administration building is located 1 hour east (69km) along Highway 58 in John D'Or Prairie. The Lands remain mostly undeveloped with significant tree cover on most of the property and potential wetlands along the east and southeast portion. As shown in **Figure 3: Existing Conditions** the Caribou Mountain Travel Centre and CanGas Bulk Propane Storage are the first developments within the Lands and are in the southwest corner. Upgrades are currently underway to the highway intersection and a new public roadway is being added north of the Highway 88 and 58 junction to provide access to the Travel Centre, Propane Storage, and future planned developments.

2.1.3 THE LANDS

The Lands are undeveloped with no known pipelines, oil wells or domestic gaslines that would impede future planning which allows for flexibility with future development. However, much of the land is not visible from Highway 58 or other road rights-of-way, this should be considered during development to ensure visibility of businesses for travellers. The site requires internal roadways to access most future development because of the large distance to the existing roadways.

2.1.4 TRANSPORTATION

The only current access to the Lands is at the junction of Highway 88 and 58, which is a major transportation route in the region. Improvements for the intersection have been planned and are currently being constructed. This includes upgrades from the existing Type IVa, three-legged intersection to a Type IVc, all directional intersection with widened tapers on the east and westbound lanes. Alberta Transportation has plans for a future overlay through this intersection in 2021 which will include lighting upgrades. There is an approximately 40 metre right-of-way north of Highway 58 (parallel) which allows for twinning of the highway in the future. Alberta Transportation has no current plans to twin Highway 58 east of the Highway 88 intersection, however,



Caribou Mountain Commercial Park
Existing Conditions

- Site Boundary
- Oil & Gas Pipe
- Domestic Gas Pipe
- Temporary Road to Borrow Pit
- Overhead 1 Phase Power
- Overhead 3 Phase Power
- Underground 3 Phase Power
- Telecommunications
- Potential Wetlands
- Wetland 30m Offset

The accuracy & completeness of information shown on this drawing is not guaranteed. It will be the responsibility of the user of the information shown on this drawing to locate & establish the precise location of all existing information whether shown or not.

0 100 200
 Meters

Coordinate System:
 NAD 1983 CSRS UTM Zone 11N

Data Sources:

- Canada Lands 2020-09-24
- Abadata 2020-09-28
- National Hydro & Road Network
- ESRI Basemap Oct 2020
- Triton Environmental

Project #:	2847.0013.01	URBAN systems
Author:	SQ	
Date:	2020 / 10 / 22	FIGURE 3

this additional 40 metre right-of-way sets development back on the property which affects visibility and exposure for future businesses that rely on passing traffic.

There will be few access points to the property from Highway 58 allowed due to intersection and driveway setback requirements. There are currently no internal roadways on the Lands, which will be required to access most future development.

2.1.5 PROGRAMMING

The Lands are designated as Rural Industrial General, which allows for a variety of permitted and discretionary programming. There is also the potential to capture traffic generated by the Caribou Mountain Travel Centre and provide additional services for travellers. Going forward, bylaw amendments may be required if land use deviates from the permitted and discretionary uses in the Mackenzie County Land Use Bylaw.

2.1.6 ENVIRONMENTAL CONSIDERATIONS

There are only two potential identified areas of environmental concern within the Lands, two diesel and gasoline above-ground storage tanks being used to support construction of the CanGas and Caribou Mountain Travel Centre. Once the tanks are removed, a limited Phase 2 Environmental Site Assessment is recommended to ensure there were no spills. Wetlands also exist on the property and a wetland assessment may be required by the Crown. The wetlands are mostly concentrated in the eastern and southern sections of the site. A field investigation was conducted in 2020 to clarify the extent of the wetlands, this is reflected in **Figure 3: Existing Conditions**.

The site is mostly tree-covered with some areas cleared or thinned in the southwest portion. However, significant tree clearing will also be required for future development and may trigger additional environmental investigations.

2.1.7 WATER AND SANITARY SERVICES

There is currently no piped water on the Lands. There is a proposed waterline within 5km, however the connection to the piped water could take many years to develop with significant capital investment and negotiation with Mackenzie County. Currently, there are no sewer services on the Lands.

2.1.8 POWER, GAS AND TELECOMMUNICATIONS

There is existing power, natural gas and communication utilities to the Lands (**Figure 3: Existing Conditions**). Power and fibre optic communications have been run into the southwest corner of the Lands to service the Caribou Mountain Travel Centre.

2.1.9 HISTORICAL AND ARCHAEOLOGICAL OVERVIEW

A historical and archeological assessment does not seem to have been completed for the Lands. This study will likely be required for the area structure planning process with Mackenzie County or to support future subdivision. Typically, this process starts with a review of the Province's Listing of Historic Resources by a qualified professional to determine the likelihood of historic resources within the site and if approval under the Historic Resources Act is required prior to development.

2.1.10 FIRE SMART

As the plan area develops over time, it's essential to ensure that emergency preparedness and fire prevention is incorporated into site design and development.

The proximity of the site to existing natural areas, as well as densely treed areas along with intensifying wildfire seasons in Northern Alberta emphasize the tangible threat of forest fires to the Lands. The ability of local emergency services to provide effective fire protection is largely dependent on future development patterns, access, and onsite mitigative measures.

FireSmart is a national initiative to reduce the vulnerability of buildings and property to the impacts of fire. Development on the Lands should consider the creation of defensible space by clearing plants and vegetation from within 10m of a structure, considering deciduous species when planting new trees (versus coniferous, which are highly flammable), and ensuring there are no trees or vegetation overhanging the roofs of structures. Detailed FireSmart standards should be consulted for future development.

3.0 LAND USE CONCEPT

3.1 LAND USE STRATEGY

The Land Use Strategy generally identifies the intended land uses and integrates the natural and man-made considerations of the land (**Figure 4: Land Use Plan**).

3.1.1 COMMERCIAL

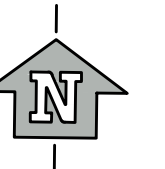
Highway commercial is the primary commercial use planned for the Lands. Highway commercial is planned along Highway 88 and will include a variety of commercial businesses targeting the traveling public. The MDP identifies rural commercial for the area's surrounding the Highway 88 & 58 junction, however, there is no Rural Commercial district in the LUB to provide direction on uses. A Highway Commercial district may be proposed in the future for the Lands to align with the purpose of the uses. These land uses could include:

- Grocery Store
- Fast Food Restaurant
- Oil Change / Automotive Repair Centre
- Gas Station Card Lock
- Building Supply Centre

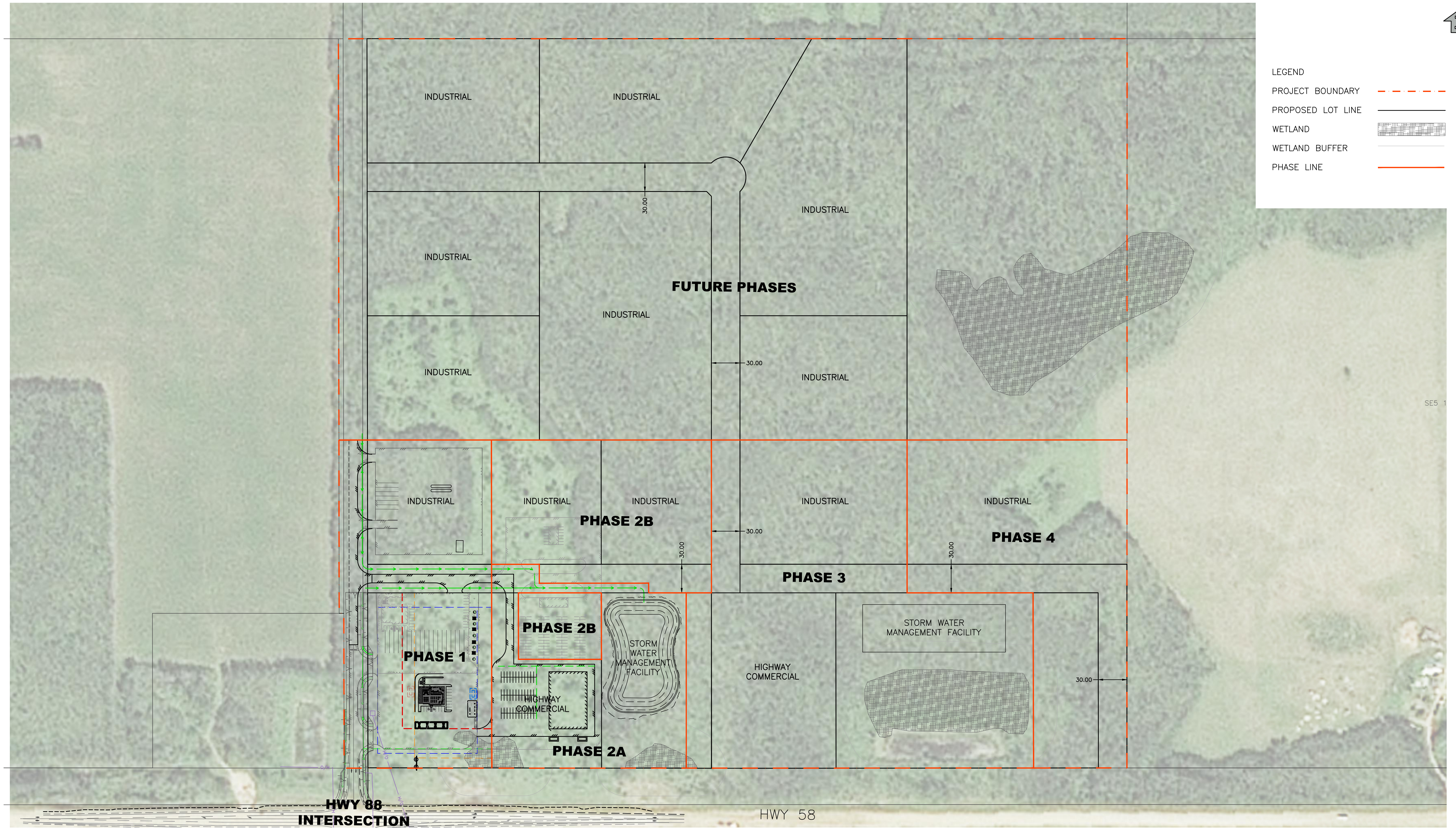
3.1.2 INDUSTRIAL

The primary use on the Lands is planned to be industrial. The Lands are designated as Rural Industrial General in Mackenzie County's Land Use Bylaw and will development in alignment with district's purpose. The purpose of the Rural Industrial General district is to provide for heavy industrial uses on large land parcels, distant from residential uses, that utilize extensive outdoor storage areas.

OVERALL SITE PLAN



- LEGEND
- PROJECT BOUNDARY
 - PROPOSED LOT LINE
 - WETLAND
 - WETLAND BUFFER
 - PHASE LINE



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ISSUED FOR
PRELIMINARY
JULY 7, 2021
urbansystems.ca



Client/Project	
LITTLE RED RIVER CREE NATION CARIBOU MOUNTAIN COMMERCIAL PARK	
Revision Date	Figure
2021-07-07	01
2847.0013.01	Title

**OVERALL SITE PLAN
PRELIMINARY**

4.0 INFRASTRUCTURE SERVICING

4.1 TRANSPORTATION

4.1.1 SITE ACCESS

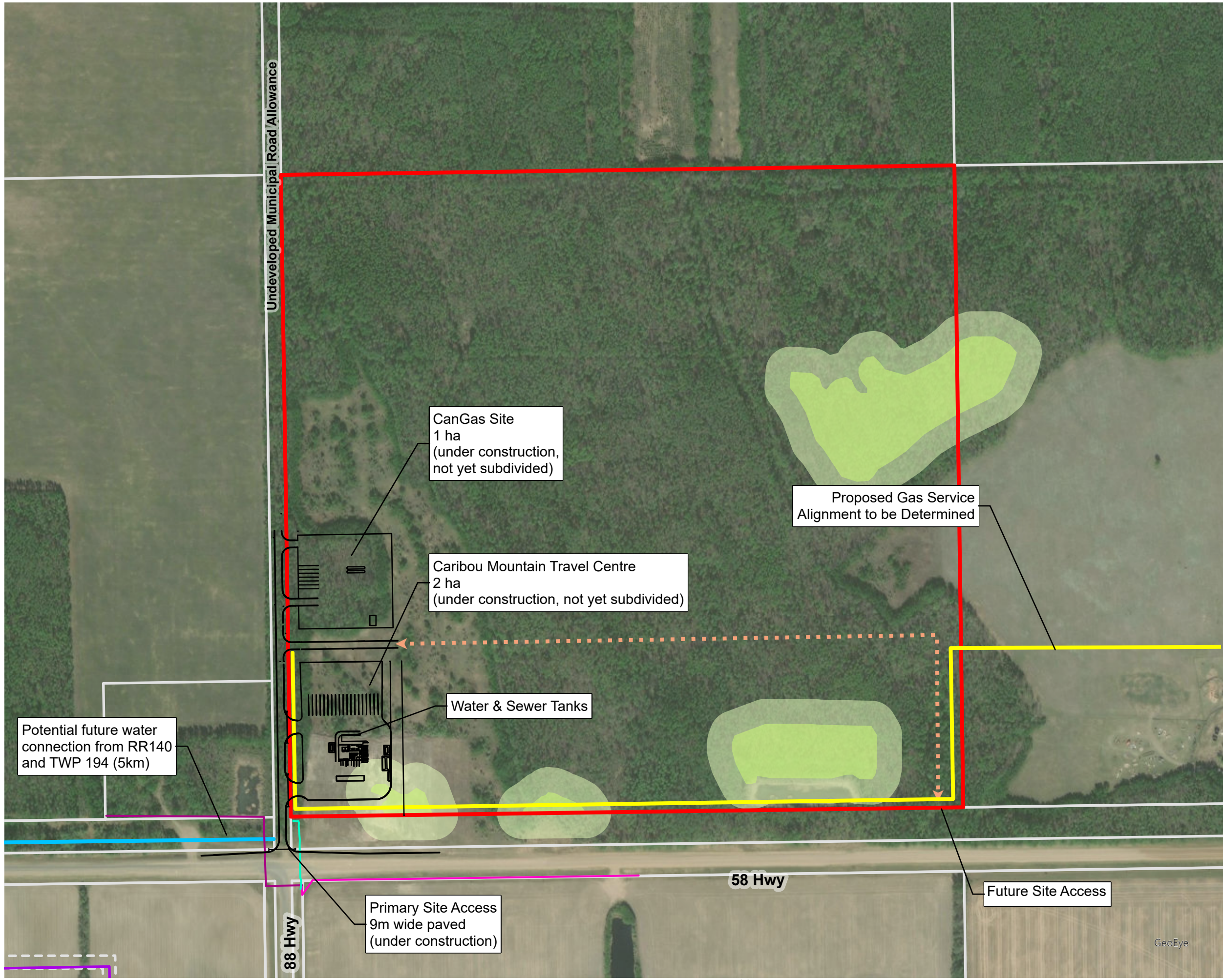
The only access to the Lands is through the north leg of the Highway 58/88 intersection, which is currently under construction (**Figure 5: Infrastructure Servicing**). Highway 88 does not continue north of the intersection, instead it becomes a public municipal roadway owned and maintained by Mackenzie County. The existing right of way for this municipal roadway is currently 20m wide, however Mackenzie County has initiated a widening process to add 5m on either side for a total of 30m. The first 160m or so of the roadway will only have a 25m right of way as the County was not able to secure the additional 5m to the west from the existing parcel.

The municipal roadway will have a 9m wide paved surface. This is consistent with a Collector Rural Road Standard as identified in Mackenzie County's Rural Road, Access Construction and Surface Water Management Policy PW039 (**Figure 6**). This size of roadway is typically suitable for the type of large vehicle traffic that is expected to frequent the CanGas and Caribou Mountain Travel Centre.

Mackenzie County Rural Road Standards/Specifications

	Unit	Collector	Local Road
Road Top Width	m	9m	8m
Avg Height of Fill (min)	m	1.0m	0.9m
Normal Side Slope	run:rise	3:1	3:1
Normal Ditch Width (min)	m	3m	1-3m
Normal Back slope	run:rise	2:1	2:1
Compaction @ Construction	% of Standard Proctor Density	98%	97%
Moisture Content @ Construction	% of Standard Proctor Density	+ / - 1%	+ / - 3%
Rate of Regraveling		Up to 300m ³ /mi	Up to 200m ³ /mi
Private Approach Radius	m	12m	12m
Crown Rate (m/m)		3-4%	3-4%
Right of Way (min)	m	30m	20m

Figure 6: Rural Road Standards/Specifications



Caribou Mountain Commercial Park
Development Considerations
Infrastructure Servicing

- Site Boundary
- Future Servicing**
- Potential Future Water
- Proposed Gas Service
- Anticipated Continuation of Service Road
- Existing Utilities**
- Telecommunications
- Overhead 1 Phase Power
- Overhead 3 Phase Power
- Oil & Gas Pipe
- Potential Wetlands
- Wetland 30m Offset

The accuracy & completeness of information shown on this drawing is not guaranteed. It will be the responsibility of the user of the information shown on this drawing to locate & establish the precise location of all existing information whether shown or not.



Coordinate System:
 NAD 1983 CSRS UTM Zone 11N

Data Sources:

- Canada Lands 2020-09-24
- Abadata 2020-09-28
- National Hydro & Road Network

Project #: 2847.0013.01
 Author: SQ

Date: 2020 / 10 / 22

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FIGURE 5

An example of the cross section for this roadway is shown in **Figure 7**.

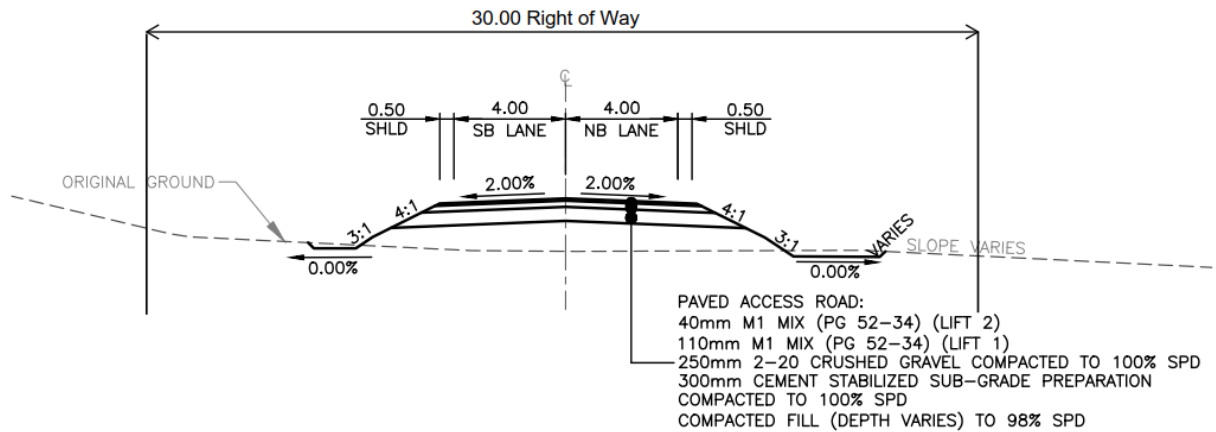


Figure 7: Access Road North of Highway 58

All future access points to the Lands are most likely to come from Highway 58 as the nearest municipal roadway is 1.6 km to the west (Range Road 140) and 2.4 km to the north (Township Road 1102). East of Highway 88, Highway 58 is considered a minor two-lane highway. Alberta Transportation's access management guidelines for a minor two-lane highway suggest that access to private lands are not permitted within 400m of a public road intersection and that one access per quarter section is most desirable.

There is an existing farm access to the quarter section south of the Lands located approximately 400m east of the Highway 58/88 intersection off Highway 58. This leaves the potential open for a future site access to the Lands at the same location. Otherwise, the only other access point that Alberta Transportation is likely to accept is 800m east of the Highway 58/88 intersection (at the quarter section line). Approval for either of these future access locations would require submission of a Roadside Development Permit application along with an updated Traffic Impact Assessment. The extent of upgrades to Highway 58 to support either of these access locations would depend on the anticipated traffic volumes generated by future development. Refer to **Figure 4: Land Use Plan** for existing and potential future access locations.

4.1.2 INTERNAL ROADWAYS

There are currently no internal roadways that have been constructed within the Lands. An east/west 9m wide roadway is proposed in between the CanGas and Caribou Mountain Travel Centre that would tie into the north/south municipal roadway that is currently under construction. It is assumed that this proposed roadway will have a 30m right of way and a similar cross section to the north/south roadway.

Service roads are often constructed parallel to major provincial highways to provide safe access and egress to adjacent businesses. A service road was not proposed parallel to Highway 58 along the south boundary of the Lands as it would have pushed the Caribou Mountain Travel Centre (and future developments) too far away from Highway 58, reducing the visibility needed to encourage users into

the site. Instead, a service road is anticipated along the north side of the Travel Centre as shown in **Figure 4: Land Use Plan** and would likely have a cross section similar to that shown in **Figure 7**.

A 30m right of way for internal roadways would allow for ditches on both sides of the road and opportunity for it to be used as a corridor for buried and/or overhead utilities (power, gas, communications, water, sewer, etc). It is anticipated internal roadways would be owned and maintained by the County once constructed.

4.1.3 WATER SERVICING

Proposed buildings on the site including the Caribou Mountain Travel Centre will be serviced by a water cistern system. We understand that the option for a private water well was investigated as part of the servicing design for the travel centre, but discussions with local drillers and landowners (including LRRCN) identified poor groundwater quality in the area. The Class 'D' cost estimate assumes each individual lot will have an individual water system. The installation cost of each system was assumed to be the same, regardless of usage or type of structure on the lot.

A study was completed for Mackenzie County by Associated Engineering in 2015 that investigated the potential for regional potable water pipelines in the vicinity of LaCrete and Fort Vermillion (among other things). **Figure 8** shows the proposed alignment of a proposed potable water trunk main from Fort Vermillion to a proposed Rocky Lane Truckfill Station at Highway 58 and Range Road 145. This proposed alignment comes within approximately 5km of the Lands where it turns west down Township 1094 at Range Road 140. It is currently unknown what the status of this proposed waterline is. If the proposed uses within the Lands would significantly benefit from piped water, it is recommended that discussions are initiated with Mackenzie County to discuss the technical and financial implications of connection to this line.

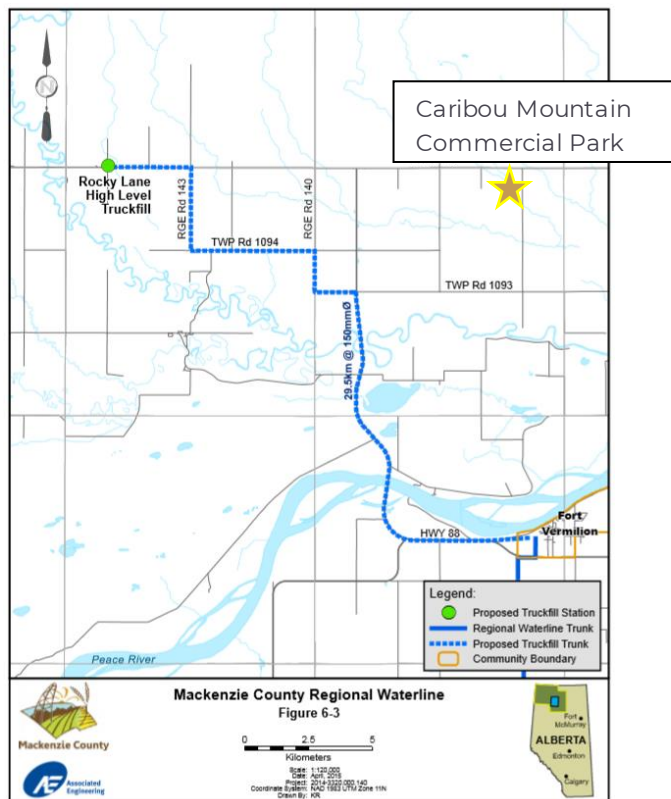


Figure 8: Mackenzie County Proposed Waterline (Modified from Associated Engineering, 2015)

If groundwater quality in the region is generally poor and the opportunity to connect to piped water is low, the only other feasible alternative may be trucked water for all future development on the site. This is typically the least costly and simplest to implement up front, but there can be operational implications and relatively high operations costs associated with trucking water.

Unless piped water is installed to the Lands, it is recommended that any future development is one that is not a large water user.

4.1.4 SANITARY SERVICING

With no piped sewer connections available nearby, each future development on the Lands will need to consider onsite private sewage treatment (i.e. septic fields, mounds or package treatment plants) or onsite holding tanks. The Alberta Private Sewage Systems Standards of Practice set out design standards, installation standards and material requirements for on-site private sewage systems handling less than 25 cubic metres (5,500 Imperial gallons) of sewage volume per day. The two options for sanitary servicing on the Lands are explained further below:

- Option 1: Each building on the Lands has on-site septic treatment (septic tank).
- Option 2: Gravity mains would be constructed in the short term, with holding tanks being at the location of the lowest elevation (i.e. the storm pond). These holding tanks will be replaced with lift stations once the piped system is installed.

As the desired uses for the Lands are defined, it would be important to determine if a private communal wastewater treatment system is warranted or if separate onsite systems are more practical for each development.

If groundwater quality in the region is generally poor and the opportunity to connect to piped water is low, the only other feasible alternative may be trucked water for all future development on the Lands. This is typically the least costly and simplest to implement up front, but there can be operational implications and relatively high operations costs associated with trucking water.

4.1.5 GEOTECHNICAL

ENC Testing completed a geotechnical site investigation in 2018 and 2020 to support the Caribou Mountain Travel Centre and access road design and construction. In general, the in-situ material was found to be suitable for construction. There were significant areas of previous fill found within the test areas that will require reworking as part of the site development. Due to the tree cover over the rest of the Lands, it is unlikely that additional fill material will be found. Groundwater elevations found in the test holes indicated levels were approximately 3.5m below the surface.

A site-specific geotechnical site investigation for any future development is recommended as ground conditions can vary drastically in different areas of the site.

4.1.6 SITE TOPOGRAPHY AND STORMWATER MANAGEMENT

Figure 9: Stormwater Management shows the existing ground topography within the site and the immediate surroundings. It also includes consideration for a future stormwater management facility location based on existing low spots in the landscape. The following provides a list of general considerations:

- The Lands are located at the southwest fringe of an unnamed creek's basin. This basin is quite large (about 44 km²) and the creek crosses Highway 58 about 4 km east of the site.
- The entire site drains south toward Highway 58, and only the quarter section to the north appears to drain through the site. All other areas around the site appear to drain directly toward the Highway, bypassing the site all together.
- We assume that any kind of stormwater management facilities within the Lands will not need to control offsite runoff from the quarter section to the north, and that only excess runoff from the Lands will need to be controlled. Stormwater management systems would need to be designed to allow pre-development off-site runoff to flow through, under the assumption that any kind of development in the quarter section to the north will include its own stormwater management controls to pre-development rates. Since this quarter section will inevitably flow through the site, consideration may need to be given to a drainage path or right-of-way to allow for this.

Culverts were assumed across all intersections on site (2-3 per intersection), as well as at all accesses into lots (2 accesses/lot). Not including roadways constructed in Phase 1 and 2A, 12 culverts were included for the 4 intersections, including accesses from Highway 58, as well as a further 26 culverts for lot accesses.

In addition to the Phase 2A pond, a stormwater management facility would likely need to be located at the southeast corner of the site, which is the lowest point, to control excess runoff to pre-development rates for the entire quarter section. However, the adequacy of the Highway ditch as an outlet would need to be evaluated in more detail, as it appears to have little topographic relief, and appears to be very shallow compared to the site's ground elevation (which would result in a pond with an excessively large footprint). There are no other obvious outlets.

An alternative to a pond would be to create drainage features throughout the site (i.e., ditches/bioswales), all draining in a southerly direction toward the Highway. These features could be designed to store excess runoff using culverts as controls, and vegetation would serve water quality enhancement purposes.

It is anticipated stormwater management facilities located on utility parcels and within the public road right-of-ways would be maintained by the County once constructed.

4.1.7 SOLID WASTE MANAGEMENT

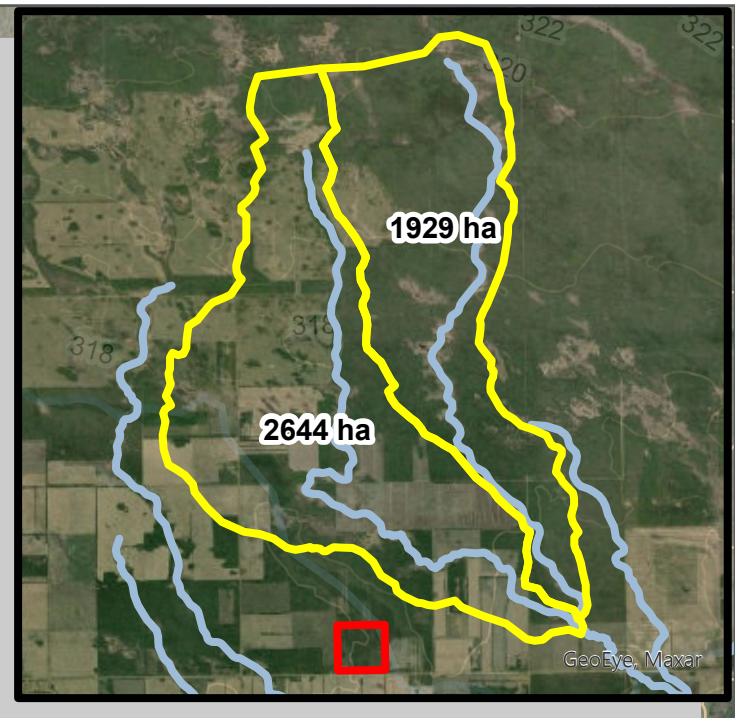
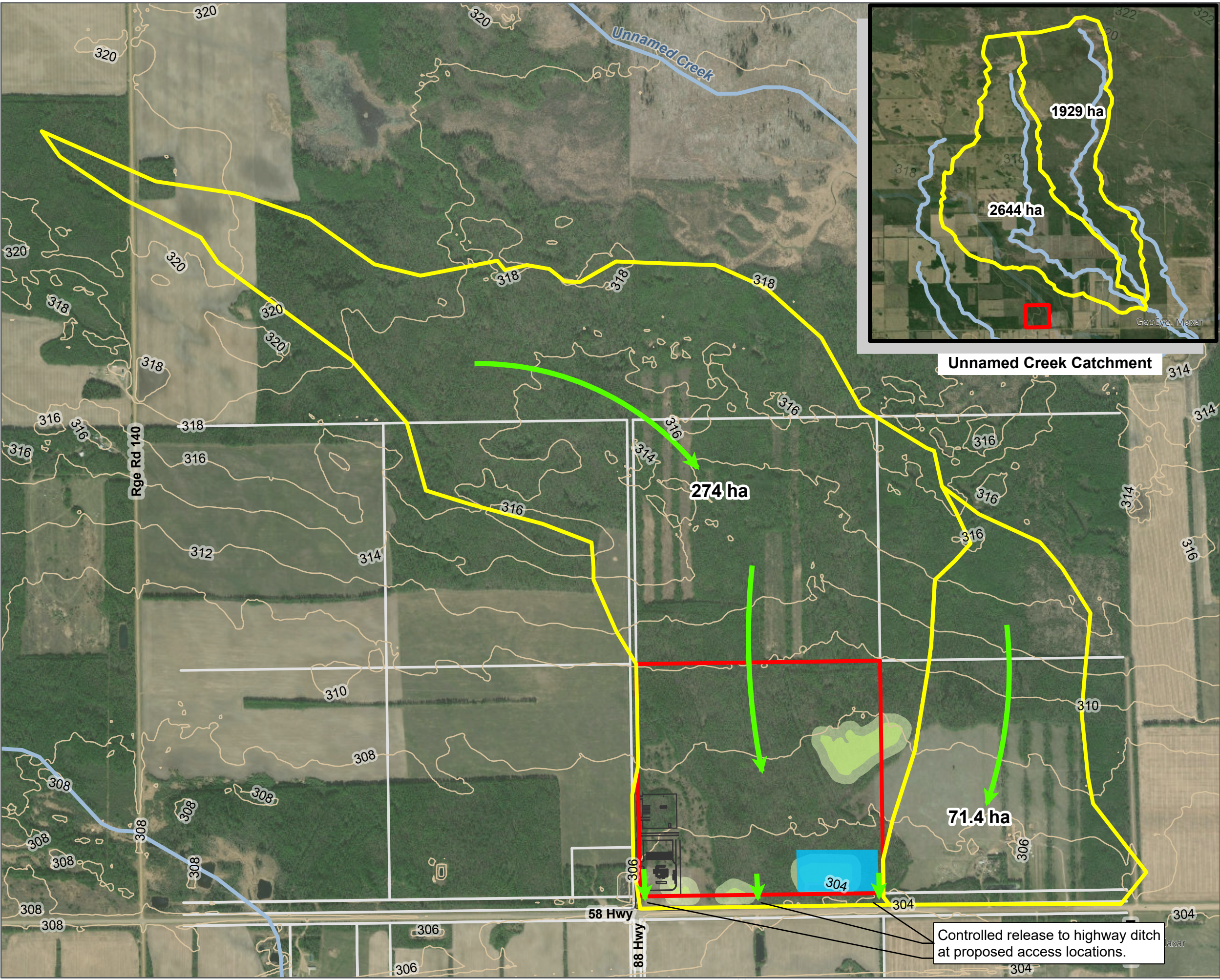
Mackenzie County operates several solid waste transfer stations in the region, including the Fort Vermillion and Rocky Lane's transfer stations. Each development within the Lands will need to consider onsite locations for solid waste management which may include setting up contracts to haul waste to a nearby transfer station or waste management facility.

4.1.8 POWER, GAS AND TELECOMMUNICATIONS

There is an existing overhead three phase power line that runs along the entire south boundary of the Highway 58. An underground three phase power service is proposed from this line to a transformer on the west side of the Caribou Mountain Travel Centre site. Service is provided by Atco Electric. Capacity to service future development from this service is unknown.

We understand fibre communications service was installed to service the Caribou Mountain Travel Centre, but the alignment and capacity to service future development is unknown.

Last updated by squalle on October 22, 2020 at 11:01 AM
 Last exported by squalle on October 22, 2020 10:58 AM
 Last printed by squalle on September 25, 2017 11:46 AM



**Caribou Mountain
 Commercial Park
 Stormwater Management**

- ▭ Site Boundary
- ▭ Watershed
- ➔ Drainage Direction
- ▭ Potential Stormwater Management Facility
- Contours 2m
- ▭ Potential Wetlands
- ▭ Wetland 30m Offset
- Watercourses
- Caribou Mountain Travel Centre & CanGas Site

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 Meters

Coordinate System:
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- National Hydro & Road Network

Project #: 2847.0013.01
 Author: SQ
 Date: 2020 / 10 / 22

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FIGURE 9

Natural gas service is proposed from the property to the east to the Caribou Mountain Travel Centre. The alignment has yet to be confirmed. Service is provided by the Northern Lights Gas Co-op and they have confirmed that the proposed service to the Travel Centre does not have capacity to support any future development. Offsite upgrades would be required.

It is recommended that all shallow utilities be located within utility or road rights of way to ensure easy access for future development and for maintenance by the utility providers.

5.0 PART IV: IMPLEMENTATION

Implementation outlines the necessary steps to successfully bring this ASP to life. The following sections address planning processes and the development phase sequencing for the Lands.

5.1 IMPLICATIONS FOR OTHER MUNICIPAL PLANS AND BYLAWS

The ASP was created to consistently align with the goals and policies outlined in the MDP, LUB and other municipal, provincial, and federal policy. To achieve harmony between this ASP and existing policy documents, the following is required:

- Review and update the LUB to reflect any differences between the Land Use Concept and the current land use district.
- Review this ASP on a periodic basis.

5.2 MUNICIPAL AND ENVIRONMENTAL RESERVE

Mackenzie County requires that 10% of all subdivision areas be dedicated as Municipal Reserve, in accordance with the provisions of the Municipal Government Act. To create a complete and functional community, cooperation and a strategy is required to ensure that Municipal Reserve is in appropriate locations to serve future residents. In the case where Municipal Reserve land would not effectively serve current and future residents and would be unnecessarily costly for Mackenzie County to maintain and operate, 'cash in lieu' may replace a land reserve in the plan area. These cash-in-lieu funds should be used for new or upgraded recreation facilities in nearby areas of the County.

5.3 DEVELOPMENT PHASES

The Lands are separated into four specific development phases, with future phases planned more long-term (**Figure 4: Land Use Plan**).

Phase 1 involves the construction of the Caribou Mountain Travel Centre and CanGas Bulk Propane site in the southwestern corner of the Lands. These are scheduled to be finished construction at the end of 2021. Additional phases of development will be pursued as demand warrants.



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 9, 2021
Presented By:	Caitlin Smith, Manager of Planning & Development
Title:	Bylaw 605/06 Area Structure Plan for NW & SW 12-107-14-W5M

BACKGROUND / PROPOSAL:

An Area Structure Plan for NW & SW 12-107-14-W5M was approved by Council in March of 2007 to accommodate a multi-lot residential subdivision. Following approval of the ASP, ten (10) of the planned lots were registered despite the road access being incomplete.

The developer failed to complete the project and sold the lots and the remainder of the quarter section to an adjacent landowner. The current owner is now in the process of reverting the entire quarter section to farm land and consolidating the subdivided lots.

Once the subdivision has been completely cancelled the quarter section will no longer meet the intention of the ASP. Council will need to repeal the bylaw which adopted the ASP in order to allow future development of the quarter section which does not align with the ASP.

OPTIONS & BENEFITS:

Option 1:

Repeal Bylaw 605/06 Area Structure Plan for NW & SW 12-107-14-W5M

Option 2:

Not repeal Bylaw 605/06 Area Structure Plan for NW & SW 12-107-14-W5M

COSTS & SOURCE OF FUNDING:

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

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That Bylaw 605/06 Area Structure Plan for NW & SW 12-107-14-W5M be repealed.

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

BYLAW NO. 605/06
BEING A BYLAW OF
MUNICIPAL DISTRICT OF MACKENZIE NO. 23
IN THE PROVINCE OF ALBERTA,
TO ADOPT THE
AREA STRUCTURE PLAN FOR SW 12-107-14-W5M FOR
DERK FRIESEN

WHEREAS, the Council of Municipal District of Mackenzie in the Province of Alberta has deemed it advisable to adopt an Area Structure Plan for SW 12-107-14-W5M,

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

1. That the Area Structure Plan for a Rural Country Residential subdivision on SW 12-107-14-W5M be adopted as attached.

First Reading given on the 13th day of February, 2007.

(signature on file)
Bill Neufeld, Reeve

(signature on file)
Carol Gabriel, Executive Assistant

Second Reading given on the 13th day of March, 2007.

(signature on file)
Bill Neufeld, Reeve

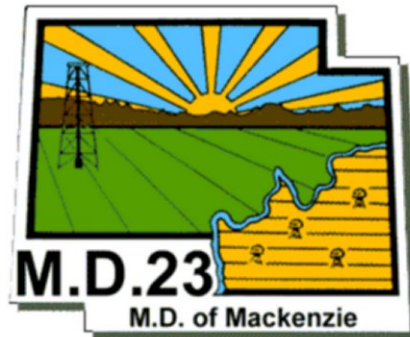
(signature on file)
Carol Gabriel, Executive Assistant

Third Reading and Assent given on the 13th day of March, 2007.

(signature on file)
Bill Neufeld, Reeve

(signature on file)
Carol Gabriel, Executive Assistant

Municipal District of Mackenzie No. 23



Proposed Area Structure Plan For Country Residential Development (Located Within NW and SW 12-107-14-W5M)

Prepared by Rene Richard, E.I.T.
Checked by Jeff Johnston, C.E.T.

EXH Engineering
Services
Ltd.



TABLE OF CONTENTS

1.0 INTRODUCTION	1
1.1 Purpose	1
1.2 Plan Area.....	1
1.3 Land Ownership.....	1
2.0 POLICY AND CONTEXT	2
2.1 Compliance with MD of Mackenzie No.23 Municipal Development Plan Bylaw.....	2
3.0 PLAN AREA CONTEXT AND DEVELOPMENT CONSIDERATIONS	2
3.1 Existing Land Use	2
3.2 Surrounding Land Uses	2
3.3 Transportation.....	2
3.4 Municipal Services	3
3.5 Utilities.....	3
4.0 DEVELOPMENT CONCEPT	4
4.1 Development Concept	4
4.2 Land Use	4
4.3 Transportation and Access	4
4.4 Municipal Services and Standards	5
4.5 Utilities.....	6
5.0 SUMMARY	6

APPENDICES

Appendix A – Area Structure Plan

Appendix B – Land Use Map

Appendix C – Proposed Development Phasing

Appendix D – Bylaw information

Appendix E – Local Roads

Appendix F – Traffic Volumes



1.0 INTRODUCTION

1.1 Purpose

EXH Engineering Services Ltd. (EXH) was retained by Mr. Derk Friesen to prepare an Area Structure Plan (ASP) relating to the proposed subdivision development located within the NW and SW 12-107-14-W5M.

This ASP is a requirement under the Municipal Government Act, which specifically applies to the said parcel's proximity to Highway 697. This plan should assist Alberta Infrastructure and Transportation (AIT) and the Municipal District of Mackenzie No. 23 (MD) in their evaluation and assessment of the proposed development.

1.2 Plan Area and Location

The ASP relates to all lands located within and surrounding NW and SW 12-107-14-W5M. The location of the proposed development is approximately 19 km North East from the Hamlet of La Crete and is situated on the east side of Highway 697.

The study area focused on ± 316 acres (128 hectares) and with an approximate 143 acres recently re-zoned for country residential purposes (RC2) by the Municipal District of Mackenzie No. 23.

1.3 Land Ownership

Based on the entire NW and SW¼ 12-107-14-W5M, the following table illustrates the ownership of the existing subdivision (Lot 1, Block 1) and the balance of the SW quarter and NW 12-107-14-W5M.

Ownership of the tentative subdivision layout, including easements, municipal reserves (MR), public utility lots (PUL) and road right-of-ways, will remain with the developer until final approval is granted.

Once all approvals are in place, the landowner will transfer all lands of public interest to the local road authority and the applicable utility operators.

Owner	Lot #	Area Owned (+/-)
Derk & Agnes Friesen	Lot 1, Block 1	14.9 acres
Derk & Agnes Friesen	SW 12-107-14-W5M (Balance)	143.4 acres
Jake K. Martens	NW 12-107-14-W5M	158.1 acres
	Total	316.4 acres



2.0 POLICY AND CONTEXT

2.1 Compliance with MD of Mackenzie No.23 Municipal Development Plan

Bylaw

The ASP concept plan identifies country residential parcels ranging from 3.0 acres (1.22 hectares) to 5.0 acres (2.02 hectares). The existing Municipal District of Mackenzie No. 23 Bylaw 462-04 allows for a minimum area of 3 acres to a maximum of 5 acre within this land use district.

3.0 PLAN AREA CONTEXT AND DEVELOPMENT CONSIDERATIONS

3.1 Existing Land Use

References in this section are to existing land use districts as set out in the Municipal District of Mackenzie No. 23's Bylaws. The subject property is zoned Rural Country Residential (RC2).

3.2 Surrounding Land Use

Surrounding land use is illustrated in *Appendix B – Land Use Map*. For the purpose of this plan, surrounding land use is defined as lands within 1/2 mile (0.8 km) of the development area boundary.

As shown, the surrounding land is predominantly agricultural. Farmsteads and other essential buildings necessary to conduct farming operations are developed in this area.

3.3 Transportation

3.3.1 Alberta Infrastructure and Transportation

Highway 697 forms the western boundary of the Plan area. This Highway is an important corridor to local and regional economic development. Locally, it is used extensively to transport grain to various terminals as well as hauling timber to local mills.

Regionally, Highway 697 connects east to Highway 88 which leads south to central Alberta. To the southwest, Highway 697 connects to Highway 35 which leads south to the Peace River Region. To the north, Highway 697 connects to Highway 88 and then to Highway 58 which leads west to High Level and then North to the Northwest Territories.

At this location Highway 697 is a two lane undivided Highway. As with all highways, access management is controlled by Alberta Infrastructure and Transportation.



The provincial highway network plays a significant role in this area as it is a means for the transportation of goods and services to and from the surrounding communities. The municipality plans to mitigate the impact any development will have on provincial highways by requiring that developers submit Area Structure Plans and Traffic Impact Assessments to Alberta Infrastructure and Transportation for approval.

Once approved, at no cost to the department, developers will be required to implement all recommendations brought forward in these reports.

3.3.2 Municipal District of Mackenzie No. 23

Currently, Spruce Road to the north and Wolf Lake Road to the south, access Highway 697. Range road 14-0 makes a north/south connection between the two roads.

3.3.3 Projected Traffic volumes

Trip generation for this ASP is based on an average of 9.57 trips per day per lot for a single family, based on the publication *Trip Generation Vol. 2* by the Institute of Transportation Engineers.

Since a total of 38 lots are proposed that would be approximately 364 trips per day or 364 AADT added to the local road network.

3.4 Municipal Services

Currently, no municipal services (water distribution or sanitary/storm water sewer systems) are installed on this site.

The Wolf Lake water point is located approximately 3 km to the south. This water point is operated by the MD and supplies water for local users.

3.5 Utilities

The site has access to power, telephone and gas which runs adjacent to Highway 697 with the existing development connected to all three utilities.



4.0 DEVELOPMENT CONCEPT

4.1 Development Concept

This acreage development is to be developed in three phases as illustrated in *Appendix C –Proposed Development Phasing*. The first phase will include the development of 10 country residential lots with the remaining lots being developed in the subsequent phases. A caveat will be placed on one of the 10 lots in phase one which will allow the tenth lot to be developed only after appropriate intersection upgrades have been completed.

Primarily, marketing of the proposed development will dictate the extent and the timing of each phase. As each phase is initiated, roads and utilities will be extended and or upgraded, additional municipal services may be required as the development progresses.

4.2 Land Use

Land uses within the ASP are shown as acreage holdings (RC2) and will be developed as per the MD's Bylaws. Further information on section 7.31 of this Bylaw is supplied in *Appendix D – Bylaw information*.

4.3 Transportation and Access

4.3.1 Internal Roadways

The development of this subdivision is to be consistent with the conceptual roadway system as illustrated on the Plan. This roadway system will serve as a framework for the design of the internal roadway network. These roads must meet the minimum standards and requirements of the M.D. of Mackenzie No. 23. The developer will be responsible to constructed all roads within the development boundaries *Appendix E – Local Roads* illustrates this concept.

4.3.2 Access Management and Local Road Network

During the first phase of development (10 lots), the existing driveway will be utilized to access the subdivision from Highway 697. Initial indications suggest that potentially 105 vehicles from the proposed development will utilize this access on a daily basis.

Obtained from AIT, the AADT for Highway 697 at this location is 1350 (refer to *Appendix F – Traffic Volumes*). As such, the new highway access should be constructed to meet the minimum standards for a Type 1A intersection configuration.

As development progresses (when bulbing or intersection improvements are warranted), the existing driveway access should be removed and relocated



approximately 250 m south of its current location. This will maintain a spacing of approximately 1.6 km from the Wolf Lake and Spruce Road intersections.

Full development of this site or future development in the area may trigger a need for further studies to determine the type of intersection treatments required in this area to provide safe highway access.

In order to increase accessibility to the proposed subdivision and future development of the adjacent lands, three local roads will be constructed to the North, East and South of the site. The road to the North will connect to Spruce Road. The East road will connect to Range 14-0, while the road to the South will provide a Wolf Lake Road connection. Highway access will remain at the Wolf Lake and Spruce Road intersections.

The developer is committed to providing an approved access point to the highway which will include “bulbing” in the event of re-zoning. A minimum of 70m separation between the centreline of Highway 697 and the service road will be achieved at the access point.

A Traffic Impact Assessment (TIA) will be provided to Alberta Infrastructure and Transportation, by the developer, at no cost to the department, once phase 1 has been completed and all the lots have been sold and prior to commencement of phase 2. A TIA will also be provided to Alberta Infrastructure and Transportation prior to subdivision of phase 3.

The developer will construct intersection improvements, which are recommended by an accepted TIA prior the development of the tenth lot in phase one or any new phase development. All intersection improvements will be constructed to the satisfaction of Alberta Infrastructure and Transportation and at no cost to the department.

4.4 Municipal Services and Standards

4.4.1 Water Distribution

As the Plan area is not serviced with a piped water distribution system, supply of water to the developments will rely on trucked in water with cisterns or private wells.

4.4.2 Sewage Disposal

A sanitary sewage collection system is not constructed in the Plan area so private sewage disposal systems will be required. Septic tanks and field systems are proposed for individual developments.

4.4.3 Drainage



Drainage of the development will rely on individual lot grading in conjunction with the use of culverts, roadside and drainage ditches. As future development is anticipated, the need for a comprehensive storm water management plan may be required.

4.5 Utilities

As the Plan area has access to power, telephone and gas the developer will be responsible to service each lot developed.

5.0 SUMMARY

This Area Structure Plan has been prepared on behalf of Mr. Derk Friesen. The Plan will assist the Municipal District of Mackenzie No. 23 and Alberta Infrastructure and Transportation in their decision making process of granting their approvals for this proposed development.

This Plan will also serve as the framework for the proposed development and any future developments which may occur in the area. Key issues relating to the development were considered and addressed. Once approved, the developer will proceed with the development with full intentions of meeting the Plan requirements.

This plan has been prepared using the best up-to-date information available. As the development progresses this plan and any other assessments may be re-examined to ensure validity.

Appendix A

Area Structure Plan

LEGEND

PROPOSED
 DRAINAGE DIRECTION
 500 MM DIA. C.S.P. CULVERT
 ROAD BOUNDARY

EXISTING
 HOUSE
 DRAINAGE DIRECTION

STATISTICS

ACRES	HECTARES	sq. ft.
TOTAL AREA	156.29	64,06
PHASE I	32.49	13,15
FUTURE PHASE	108.50	43,91
ROADS	17.0	6,88
MUNICIPAL RESERVES	5.40	2,19
		3.42

NOTES

- All roads are 20m unless otherwise noted.
- All cul-de-sacs are 25m unless otherwise noted.
- This plan shows dimensions which are approximate.

No.	Date	By	Appr.	For
1				PRELIMINARY ISSUED FOR APPROVAL
2				PRELIMINARY ISSUED FOR APPROVAL

PROJECT TO BE DRAUGHTED BY EXH ENGINEERING SERVICES LTD.
 SIGNATURE: _____
 Title: _____
 Date: _____
 To be used only in connection with the project mentioned in the signature of the draughtsman.

EXH Engineering Services Ltd.

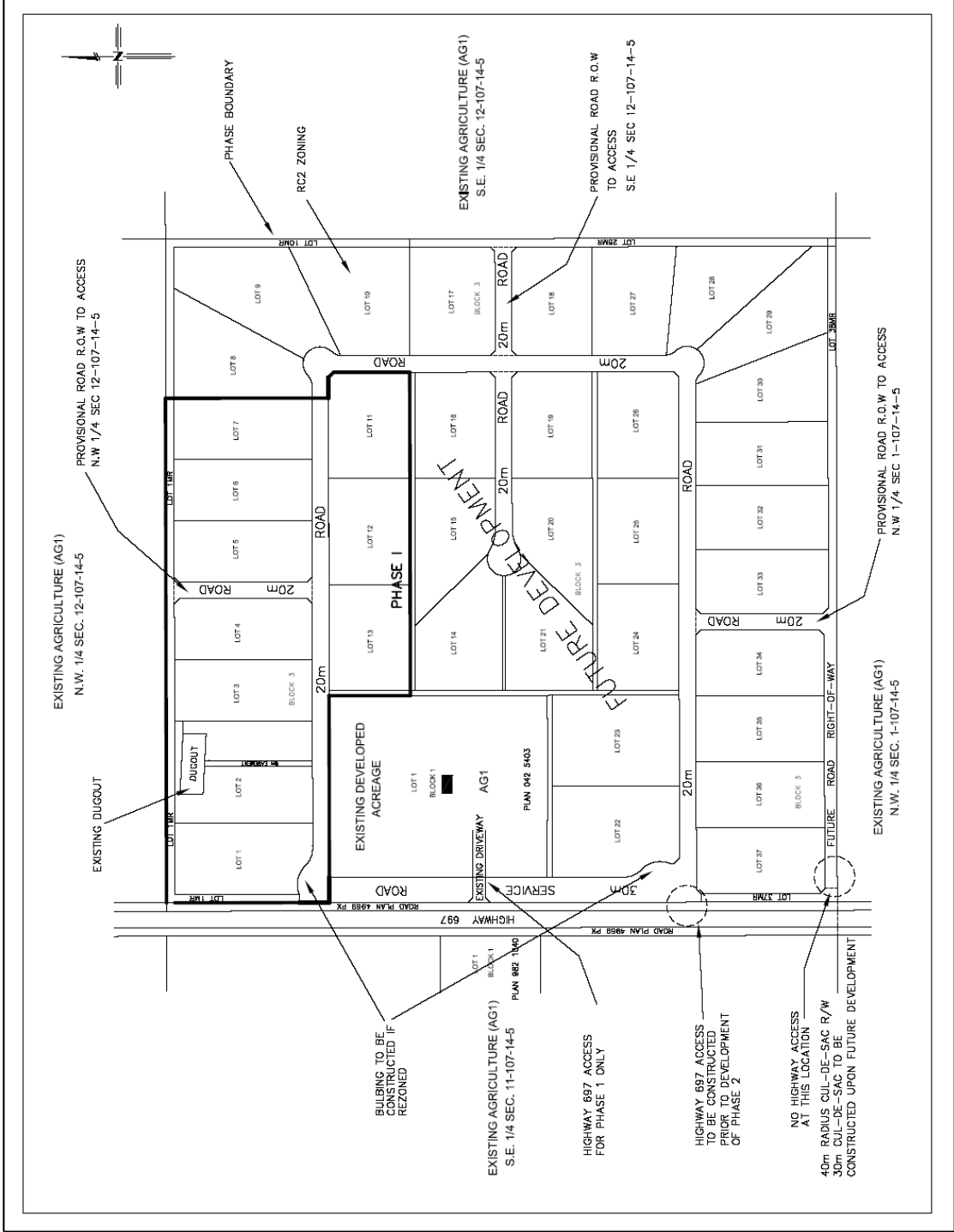
Project: **DERK FRIESEN SUBDIVISION**

Drawn: _____
 Checked: _____
 Approved: _____

Scale: 1:500
 Date: OCTOBER 2006
 Project No. 4206079
 Contact No. 4206078

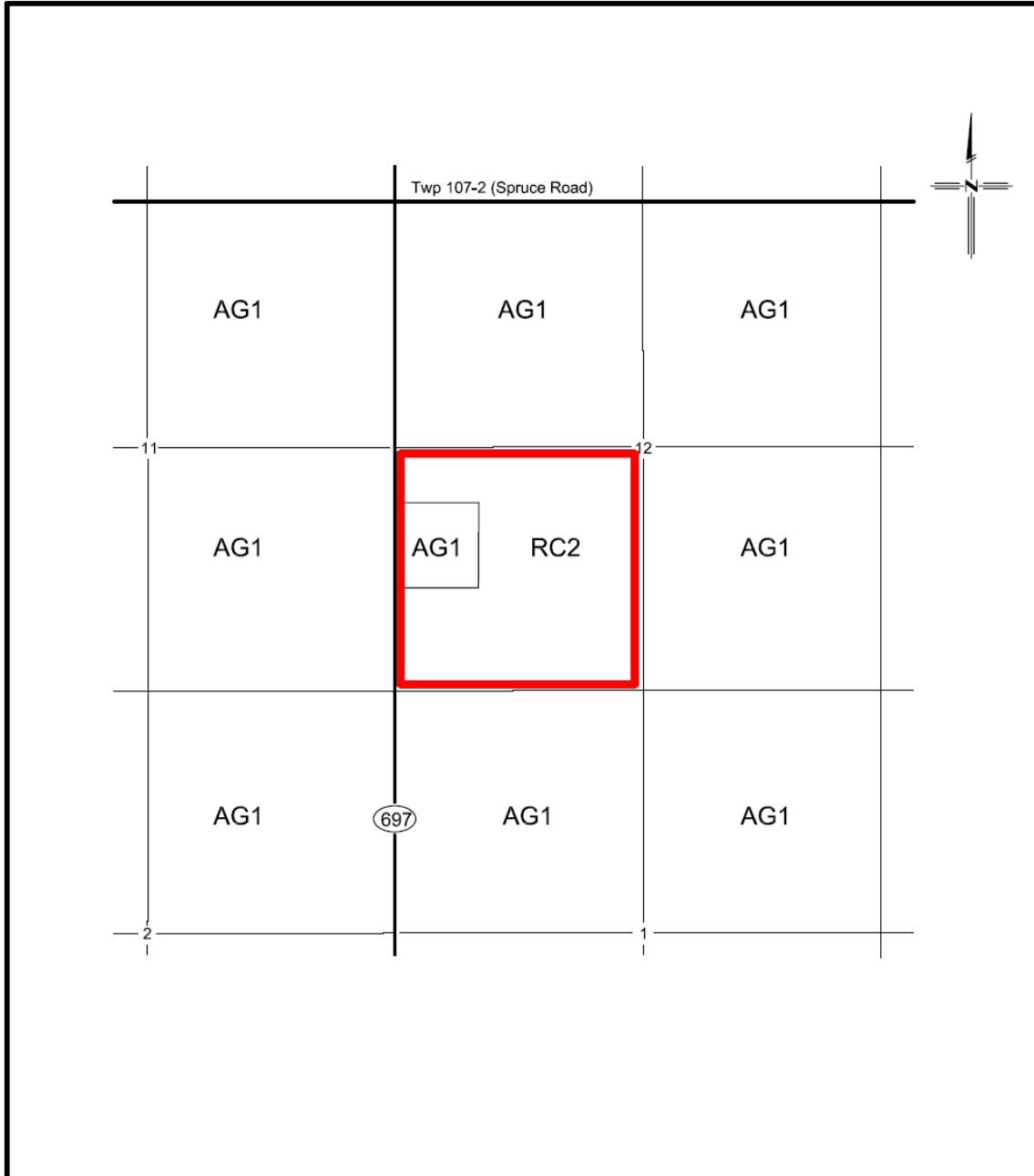
Sheet: _____ of _____
 Title: **AREA STRUCTURE PLAN**




ASP-01



Appendix B

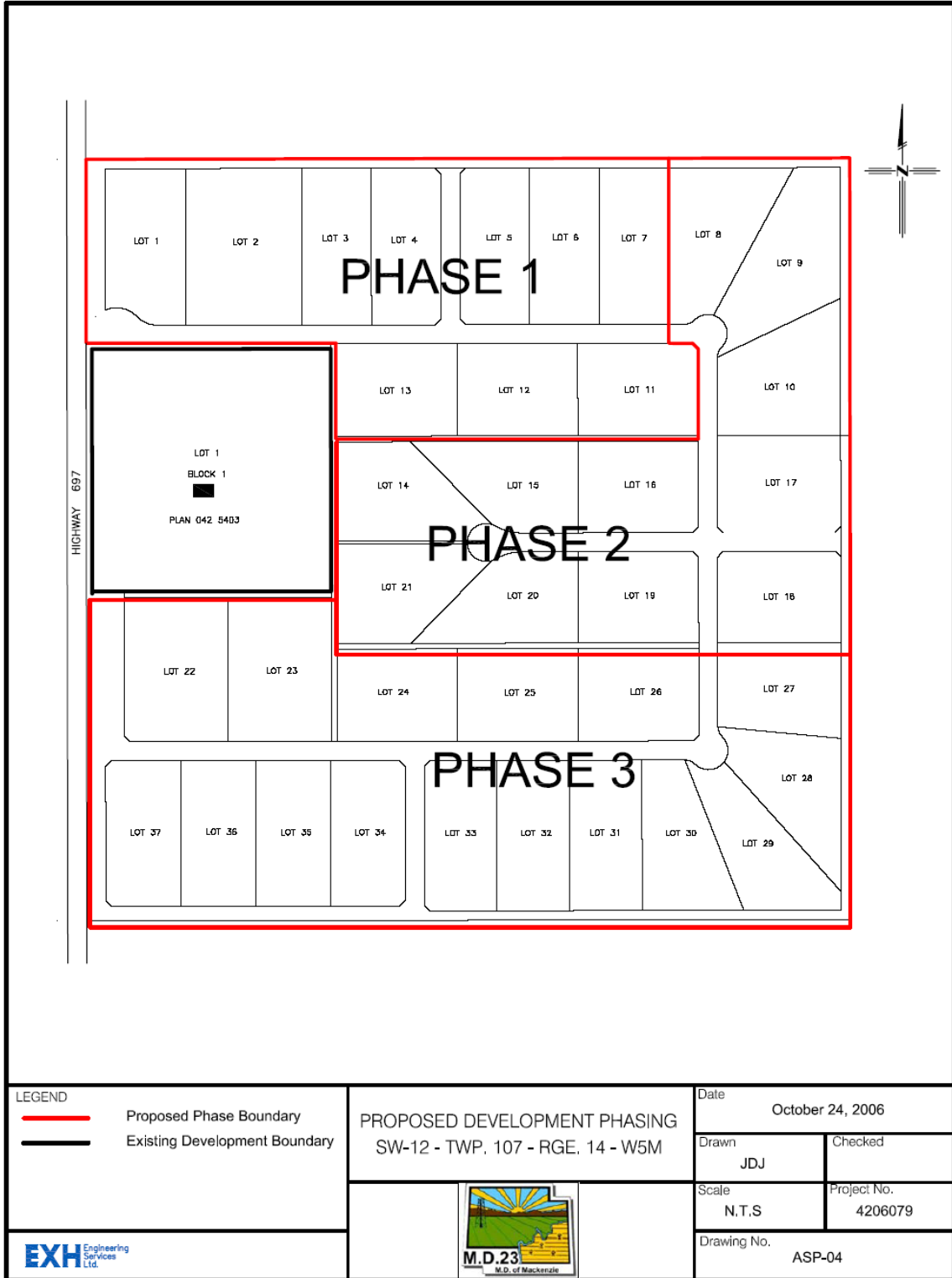
Land Use Map



LEGEND  Existing Roads  Development Boundary AG1, RC2 Land Use District	LAND USE MAP TWP. 107 - RGE. 14 - W5M		Date August 24, 2006	
	 M.D.23 M.D. of Mackenzie		Drawn JDJ	Checked
		Scale N.T.S	Project No. 4206079	
		Drawing No. ASP-03		

Appendix C

Proposed Development Phasing



Appendix D

Bylaw Information

7.31 RURAL COUNTRY RESIDENTIAL DISTRICT 2 "RC2".

The general purpose of this district is to provide for the development of multi-lot country residences.

A. PERMITTED USES

- (1) Mobile Home.

B. DISCRETIONARY USES

- (1) Single Family Dwelling.
- (2) Modular Homes.
- (3) Ancillary building or use.
- (4) Bed and breakfast.
- (5) Home based business.
- (6) Public use.
- (7) Garden suite.
- (8) Intensive recreation use.

C. LOT AREA

- (1) Country Residential Uses:

- a) Minimum Lot Area: 1.2 hectares (3.0 acres).
- b) Maximum Lot Area: up to 2.02 hectares (5 acres) unless otherwise approved by the Subdivision Authority.

D. MINIMUM FRONT YARD SETBACK

Lot fronting onto a provincial highway or local road:

41.1 metres (135 feet) from right of way.

Lot fronting onto an internal subdivision road:

15.24 metres (50 feet) from right of way.

E. MINIMUM SIDE YARD SETBACK

7.6 metres (25 feet) from property line, or

in the case of a corner site the width of the side yard adjoining the side street shall not be less than 15.24 metres (50 feet), or

15.2 metres (50 feet) from property line adjacent to "Agricultural" or "Forestry" districts.

F. MINIMUM REAR YARD SETBACK

7.6 metres (25 feet), or

15.2 metres (50 feet) from property line adjacent to "Agricultural" or "Forestry" districts.

G. ADDITIONAL REQUIREMENTS

- (1) Buildings shall be either of new construction or moved in unless otherwise require by the Development Officer. Exterior finish to be wood, metal, or similar siding, brick or stucco to the satisfaction of the Development Officer. The finish and appearance of buildings should complement other structures and natural site features.
- (2) All mobile homes to be factory built with walls of pre-finished baked enamel aluminum siding, vinyl siding or the equivalent and peaked shingled roof, to the satisfaction of the Development Officer.
- (3) If mobile homes are placed upon a basement, solid footings and concrete or wood block foundation wall or skirting should be required so that the appearance, design and construction will compliment the mobile home. The undercarriage of the mobile home shall be screened from view.
- (4) All ancillary structures to mobile homes, such as patios, porches, additions, etc., shall be factory prefabricated units, or of a quality equivalent thereto, so that the appearance, design and construction will compliment the mobile home.

H. THE KEEPING OF ANIMALS

A maximum of one non-domestic animal per 3-acres or 2 non-domestic animals per 5 acres.

I. REZONING REQUIREMENTS

- (1) In order to ensure a firm commitment for development has been received the following are requirements for the rezoning application:
 - (a) An Area Structure Plan for the parcel.
 - (b) A minimum of 10 parcels per rezoning application, or where the total area to be rezoned is less than 20.2 hectares (50 acres), the total developable area must be subdivided.
 - (c) The subdivision must have legal access that meets Municipal District of Mackenzie standards.

(d) Where the existing municipal road is not up to the standard required for the parcel, a road request or upgrade must be part of the subdivision application.

- (2) Once approval has been granted, the developer shall have a period of one (1) year, or as required by the Development Authority, to develop the subdivision including, but not limited to, the installation of utilities, roads and plan registration.

J. SUBDIVISION REQUIREMENTS

1. The Developer shall enter into a Developer's Agreement with the Municipality for payment of off-site levies, if required, for rural multi-lot subdivisions.
2. No subdivision shall be approved unless utility services, including water supply and sewage disposal, can be provided with sufficient capacity to accommodate development of the proposed parcel(s).
3. The Developer shall submit, along with his subdivision application, a Water Management Plan as required by the Water Act RSA 2000 Chapter W-3.
4. The Subdivision Authority may require a sewage collection report from a qualified plumbing inspector to ensure sewage disposal will not have a negative impact on the parcel and/or adjacent land or water resources.
5. Municipal Reserve money in the amount of 10% of market value of the proposed subdivision land or 10% land if required for parks or schools.
6. A Traffic Impact Assessment may be required to identify the traffic impact onto the existing infrastructure.

K. ON-SITE PARKING

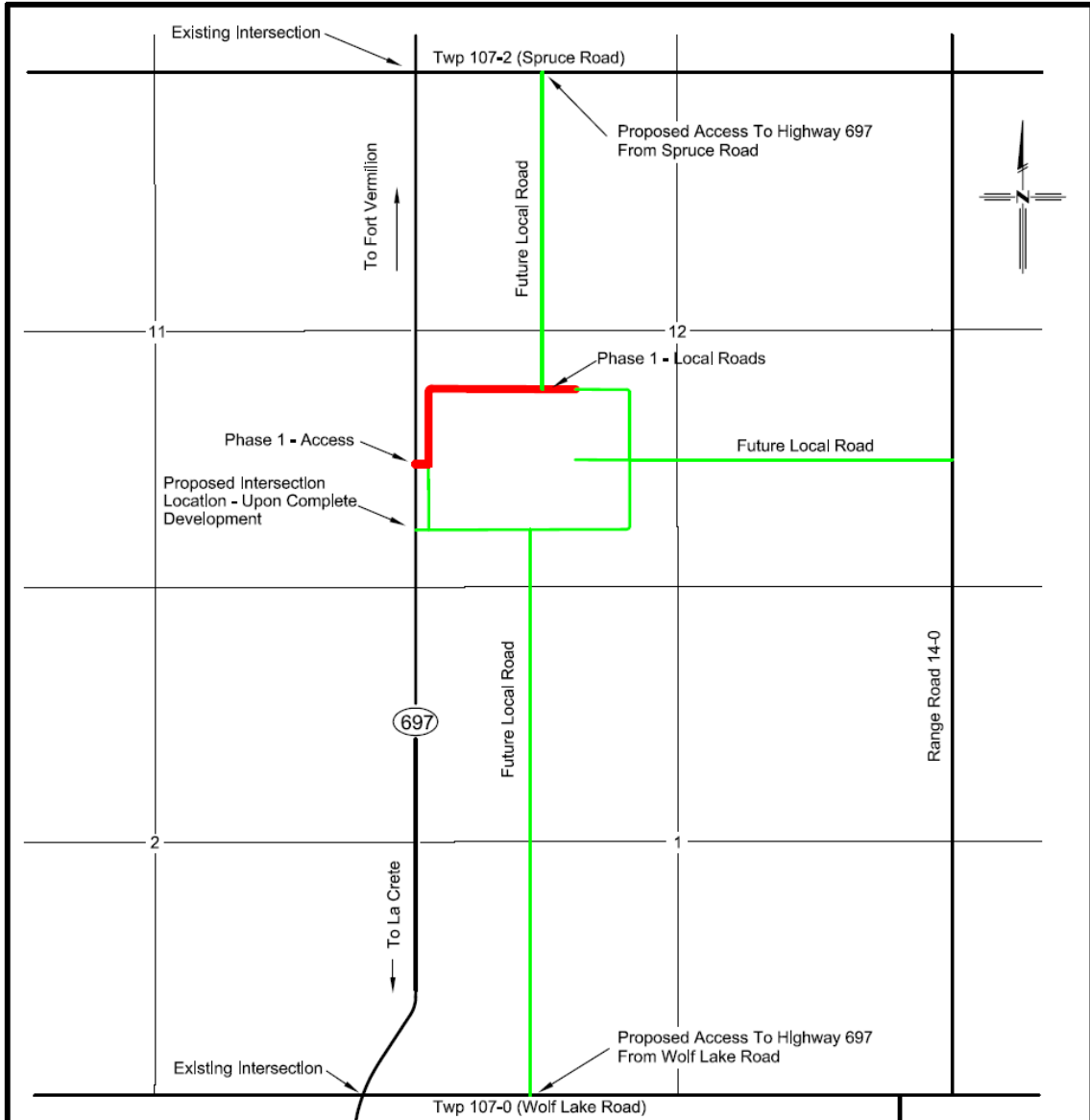
In accordance to Section 4.28 of this Bylaw.

L. LANDSCAPING

In accordance to Section 4.23 of this Bylaw.

Appendix E

Local Roads



Note: Future Roads Subject To Approval

LEGEND Existing Roads Phase 1 - Local Roads Future Phase - Local Roads	LOCAL ROAD NETWORK TWP. 107 - RGE. 14 - W5M		Date October 24, 2006	
	 M.D. 23 <small>Municipality of Mackenzie</small>		Drawn JDJ	Checked
Scale N.T.S			Project No. 4206079	
Drawing No. ASP-02				



Appendix F

Traffic Volumes

ALBERTA HIGHWAYS 1 TO 986
TRAFFIC VOLUME HISTORY 1996 - 2005
Alberta Infrastructure and Transportation
Program Management Branch
Highway Asset Management Section

Produced: 03-Mar-2006 By CornerStone Solutions Inc.

Hwy	CS	TCS	Muni	From	1996 AADT	1997 AADT	1998 AADT	1999 AADT	2000 AADT	2001 AADT	2002 AADT	2003 AADT	2004 AADT	2005 AADT	ASDT	
697	4	4		Mack N OF TWP RD 1070 (WOLF CREEK RD) 34-106-14-5000000000					1140	1140	1120	1100	1110	1350	1360	
697	4	4		Mack S OF BLUMENORT ACC RD 23-107-14-5000000000					1010	1010	990	970	980	1110	1120	
697	4	4		Mack N OF BLUMENORT ACC RD 23-107-14-5000000000					1260	1400	1330	1280	1290	1290	1300	
697	4	4		Mack S OF 88 W OF FT VERMILION	180	200	180	160	160	160	160	170	180	180	230	240
717	2	4		CIH S OF 64 N OF BEAR CANYON	340	390	400	400	480	460	460	460	460	460	510	560
719	2	4		SadH N OF 48 S OF BONANZA		280	280	320	330	330	330	330	330	330	380	420
719	2	8		SadH S OF 681 N OF BONANZA	650	710	750	750	780	860	860	860	760	760	780	860
721	2	4		GIPT N OF 43 NW OF HYTHE	510	530	550	470	520	570	570	570	570	570	590	650
721	2	4		GIPT S OF 58 N OF HYTHE							610	930	930	930	1030	1030
722	2	4		GIPT W OF TWP RD 710 31-70-10-6140002000					1240	1180	1180	1140	1140	1160	1250	1250
722	2	4		GIPT E OF TWP RD 710 31-70-10-6140002000					1280	1150	1150	1150	1150	1210	1350	1350
722	2	4		GIPT S OF 667 S OF BEAVERLODGE	860	860	860	1280	1200	1150	1150	1170	1190	1210	1210	1310
722	2	8		GIPT N OF 667 S OF BEAVERLODGE												
722	2	8		GIPT S OF 3 ST W AT BEAVERLODGE 34-71-10-6000000000												
722	2	8		GIPT N OF 3 ST W AT BEAVERLODGE 34-71-10-6000000000												
722	2	8		GIPT S OF 43 AT BEAVERLODGE												
722	2	4		GIPT N OF 43 SE OF BEAVERLODGE	210	230	250	250	260	260	270	330	340	340	360	390
723	2	4		GIPT S OF 672 S OF VALHALLA CENTRE	480	500	500	630	640	680	680	850	860	860	880	950
723	2	8		GIPT N OF 672 S OF VALHALLA CENTRE	460	460	480	500	510	530	530	720	730	730	750	810
723	2	8		GIPT S OF 59 AT VALHALLA CENTRE	610	640	640	600	680	570	570	590	590	590	620	670
724	2	4		GIPT N OF TWP RD 710 31-70-8-6000000000												
724	2	4		GIPT S OF 43 NW OF WEMBLEY WJ	110	110	110	110	110	110	110	110	140	140	150	150
724	4	4		GIPT N OF 43 NW OF WEMBLEY EJ	1100	1170	960	980	960	1000	1020	1040	1080	1150	1240	1240
724	4	4		GIPT S OF 672 S OF LA GLACE												
724	4	8		GIPT N OF 672 S OF LA GLACE	620	650	650	920	920	980	980	1000	900	900	900	970
724	4	8		GIPT S OF 59 AT LA GLACE WJ	640	660	660	800	800	860	860	880	900	900	900	960
724	6	4		GIPT N OF 59 E OF LA GRACE EJ	700	740	720	300	300	340	340	340	300	320	360	360
724	6	4		SadH S OF 677 W OF WOKING		90	90	50	60	60	60	170	170	170	180	180
725	2	4		SadH N OF 49 S OF WHITBURN	540	590	610	590	610	530	510	510	520	570	640	640
725	2	4		SadH S OF 680 W OF BLUEBERRY MTN		570	570	490	530	530	530	460	470	500	560	560
725	2	8		SadH N OF 680 W OF BLUEBERRY MTN		610	610	420	480	480	480	440	440	450	480	540
725	2	8		SadH S OF 681 E OF SILVER VALLEY		580	440	470	480	470	470	410	420	440	480	480
726	2	4		CIH N OF 64 S OF WORSLEY	420	480	480	330	330	330	330	400	410	490	520	520
727	2	4		SPR N OF 49 W OF SPIRIT RIVER	280	310	310	410	430	430	410	280	280	280	320	320
727	2	4		SadH W OF TWP RD 791A 11-79-07-6145008500												
727	2	4		SadH E OF TWP RD 791A 11-79-07-6145008500												
727	2	4		SadH S OF TWP RD 794 23-79-07-6000000000												
727	2	4		SadH N OF TWP RD 794 23-79-07-6000000000												
727	2	4		SadH S OF 680 E OF POPLAR RIDGE		60	60	70	140	140	140	180	180	180	210	210
729	2	4		Fair N OF 682 SE OF HIGHLAND PARK		100	100	100	60	60	60	80	80	80	60	60
729	2	4		CIH W OF 685 W OF HINES CREEK												



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 9, 2021
Presented By:	Caitlin Smith, Manager of Planning & Development
Title:	Request for Application Fee Refund Bylaw 1181-20 Land Use Bylaw Amendment

BACKGROUND / PROPOSAL:

Bylaw 1181-20 being a Land Use Bylaw Amendment to Rezoning Plan 2938RS, Block 2, Lots 15 & 16 in the Hamlet of Fort Vermilion, from Fort Vermilion Commercial Centre “FV-CC” to Hamlet Residential 1 “H-R1” to accommodate a Manufactured Home – Mobile on each lot, passed first reading on May 27, 2020.

As a result of the moratorium, restricting all new development in areas affected by the 2020 Fort Vermilion Ice Jam Flood, Council tabled second reading of the rezoning on June 24, 2020. The Bylaw was advertised and the Public Hearing held prior to second reading being tabled. Bylaw 1181-20 has not been brought back to Council since this motion and the applicants have asked to cancel the application and have the fee refunded.

Refunds for Land Use Bylaw Amendment application fees require Council approval.

OPTIONS & BENEFITS:

Options are to refund or not refund, all or part of the application fee.

COSTS & SOURCE OF FUNDING:

Refund will be taken from the Planning & Development Operating Budget.

SUSTAINABILITY PLAN:

N/A

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

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That the Land Use Bylaw Amendment application fee of \$460 be refunded to the applicant for proposed Bylaw 1181-20, due to cancellation of the application.

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 9, 2021
Presented By:	Byron Peters, Deputy Chief Administrative Officer
Title:	Commercial Business Incentive Options

BACKGROUND / PROPOSAL:

There has been a dialogue for the past few years regarding the need for more value-added processing/manufacturing to occur in the region. The County has committed various resources to raise awareness of opportunities, and we are now starting to see small investments in grain processing. In an effort to create more investments, or faster expansion of the current investments, the County could consider an incentive through a formal tax deferral or waiver program.

The provincial government passed Bill 7 in June of 2019, which gives municipalities the ability to pass multi-year tax breaks for commercial and industrial properties. Through this bill, municipalities can incentivize businesses to set up in their region through the deferral or exemption of taxes to a maximum of 15 years.

In order for a municipality to use these incentives, they must pass a bylaw to provide for full or partial exemptions from taxation. If companies for commercial or industrial lands have an issue with the taxes on their property (after the deferral), they cannot appeal to an assessment review board. An assessment review board does not have any jurisdiction to deal with complaints that are a matter relating to an exemption or deferral of taxes.

The Bylaws researched by Administration have many similar criteria for eligibility for a tax exemption for qualifying properties, especially within the Heartland District. All development and *Safety Code Act* permits must be in place and not be in violation during the term of the agreement. Property tax, utilities and any other fees owed to the city or county cannot be in arrears.

OPTIONS & BENEFITS:

Author: S Gibson **Reviewed by:** B Peters **CAO:** _____

Council has the opportunity to decide what kind of tax incentives are the right fit for our region, if any.

Below are a few examples of the varying criteria that municipalities in Alberta have established.

The city of Fort Saskatchewan and Sturgeon County's criteria for eligibility states that it must be for an Energy based project with Eligible Capital Costs of more than \$50 million CDN. At least 250 personnel must be employed for the construction period and employ a minimum of 15 Skilled Jobs for the duration of Tax Incentive Agreement. These projects can be either new or an expansion.

The calculations of the exemptions for the above-mentioned areas shall be the equivalent of 2.5 % of the Eligible Capital Costs of the Project and shall not exceed this amount.

In the Town of St. Paul, the bylaw has exemptions of the Municipal portion of the taxes for a specific duration. They have created zones where the exemptions vary from 25% up to 100%.

The City of Wetaskiwin, for new and expanded industrial developments will exempt 75% of the current year's municipal tax levy in the 1st year of the new development, 50% in the 2nd and 25% in the 3rd. New commercial developments that will meet the minimum threshold of two million dollars actualized investment in the new building permit value will be rebated municipal property taxes equal to the same percentages as stated above.

COSTS & SOURCE OF FUNDING:

There is no cost at this time. The exemption or deferral of taxes may affect future County operating revenue.

SUSTAINABILITY PLAN:

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

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

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

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

Author: S Gibson **Reviewed by:** B Peters **CAO:** _____

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.

COMMUNICATION / PUBLIC PARTICIPATION:

None applicable at this time.

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

For discussion.

Author: S Gibson **Reviewed by:** B Peters **CAO:** _____



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 9, 2021
Presented By:	Byron Peters, Deputy Chief Administrative Officer
Title:	RFD - Timber Damage Assessment (TDA)

BACKGROUND / PROPOSAL:

After submitting the meeting request to the Minister of Environment & Parks (AEP) administration was contacted by the regional office seeking clarification/context on the Timber Damages item.

After explaining the context, AEP staff provided more information to administration. That information is included below, and should help guide the County's lobbying efforts on the topic.

There are 3 components of the Timber Damage Assessment (TDA).

Standing timber value

Standing timber value is the value of the standing timber that exists on the land. Once the land is cleared by a non-timber FMA (Forest Management Agreement) holder, the standing timber is no longer available to the forest industry and is part of the loss incurred. The value of the loss is calculated using an estimate of the quantity affected and the market value.

Loss of annual allowable cut value

This loss value represents the impact on annual harvest levels that are in place through provincial laws and policies. Clearing of the forest and/or reducing the land available to grow trees results in a reduction in the area available for sustainable harvesting. The value of the loss depends on the quantity of the reductions and associated value.

Reforestation value

Author: S Gibson **Reviewed by:** B Peters **CAO:** _____

The value of reforestation is based on the explicit assumption that once an area is reclaimed and returned to the forest land base, either the forest industry or the government will be financially and operationally responsible for establishing and growing appropriate commercial tree species on the area cleared. The value is a projection of a future cost and is discounted and expressed in the table as a discounted present value.

The Crown portion of TDA is currently assessed and charged on all dispositions that fall within the Green zone of the province. Every lease the County obtains is subject to an invoice for a TDA. There are two parts to the invoice, the provincial portion as well as the amount that an FMA holder is eligible for, which is comparable to what the province receives.

The following administrative business rules currently result in TDA not being assessed on a disposition:

- a. The proposed activity overlaps entirely other dispositions
- b. The holder of the disposition is a FMA company operating within their own FMA.
- c. The proposed activity falls outside of the Green area
- d. The holder of the disposition is the provincial government

OPTIONS & BENEFITS:

Administration recommends that the County's specific focus for lobbying on this item be to request the province to include more exemptions for TDAs, specifically municipalities acquiring lands for a 'public works' purpose and for groups like agricultural societies and snowmobile associations to be exempt when acquiring dispositions for public good/recreation.

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

Strategy E18.3 Any and all Sustainable Industry and Land Use Policies that addresses natural items such as the protection of water and wildlife, development items such as FMA management and forest assessment, and requires joint use between various sectors such as agriculture, forestry and oil and gas.

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

Author: S Gibson **Reviewed by:** B Peters **CAO:** _____

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

For discussion.

Author: S Gibson **Reviewed by:** B Peters **CAO:** _____



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 9, 2021
Presented By:	Len Racher, Chief Administrative Officer
Title:	Information/Correspondence

BACKGROUND / PROPOSAL:

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

- Council Action List
- Well Drilling Activity Reports – July – September 2021
- Northwest Species at Risk Committee – Big Lakes County Appointment
- CN News Release
- 2021-10-12 – Observation of on-going Business after Spring Flood – Maarten Braat
- 2021-10-21 – Alberta Environment & Parks
- Monthly Policing Report

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION / PUBLIC PARTICIPATION:

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

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 October 26, 2021

Council and Committee of the Whole Meeting Motions Requiring Action

Motion	Action Required	Action By	Status
February 22, 2016 Council Meeting			
16-02-135	That the County covers the additional cost of the survey on Plan 5999CL, Lot E to date and have administration release a copy of the report to the landowner informing them that the initial investigation survey has been completed.	Byron	Refer to Motion 18-06-411 In progress. Meeting with landowners. Impacted by 2020 flood.
May 10, 2016 Regular Council Meeting			
16-05-354	That administration be authorized to proceed as follows in regards to the Zama Crown Land Procurement: <ul style="list-style-type: none"> • cancel PLS 080023; • pursue acquisition of land parcels as identified on the map presented in red; • identify a parcel of land to be subdivided from Title Number 102 145 574 +1 (Short Legal 0923884; 21; 1) and offered for trade or sale to Alberta Environment and Parks due to its unsuitability for a hamlet development , specifically the land use restrictions per Alberta Energy Regulator. 	Don	PLS Cancelled. Asset list with all leases, caveats, dispositions, easements, etc. Response Received from AEP 2017-11-27. Application submitted. RFD to Council once response is received to our application.
July 12, 2016 Regular Council Meeting			
16-07-526	That the County pursue purchasing the leased lands at the Hutch Lake campground.	Don Len	Application for purchase of Hutch Lake has been filed.
April 25, 2018 Council Meeting			
18-04-314	That administration be authorized to proceed with a Department License of Occupation (DLO) for existing and future walking trail expansion on SE 14-106-15-W5 once the title transfer has been completed for SE 15-106-15-W5.	Don	Application submitted. FNC process
18-04-315	That administration move forward in purchasing more land north of the existing Hutch Lake Cabins and that final costs be brought back to Council for decision.	Don	Sketch plan completed. Application to purchase is in submitted
June 12, 2018 Council Meeting			
18-06-432	That the County apply to Alberta Environment & Parks for a bank stabilization and clean-up along the Peace River in the Hamlet of Fort Vermilion as a result of the ice jam flooding event.	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.	John	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.	John	In progress 2021-03-09 Council
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
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			
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			

Motion	Action Required	Action By	Status														
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																	
20-11-748	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. No Change														
20-11-759	That administration proceed with developing consolidated offsite levy bylaws on a per improvement basis.	Byron	Tabled at 2021-09-14 Council Meeting														
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														
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														
January 12, 2021 Regular Council Meeting																	
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 1339 980 1885"> <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 & 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 & 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> </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	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																
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																

Motion	Action Required	Action By	Status
	Solicitor General Fort Vermilion Courthouse		
January 26, 2021 Committee of the Whole Meeting			
COW-21-01-007	That administration work with the landowner for farmland access options and bring a recommendation to Council.	Byron	
January 27, 2021 Regular Council Meeting			
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	Designation removed, waiting on land transfer
February 9, 2021 Regular Council Meeting			
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
February 24, Regular Council Meeting			
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	Complete
March 9, 2021 Regular Council Meeting			
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
March 24, 2021 Regular Council Meeting			
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	Waiting on land transfer
April 13, 2021 Regular Council Meeting			
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	Motion 20-11-759
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	
May 11, 2018 Regular Council Meeting			

Motion	Action Required	Action By	Status
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
21-05-419	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	Waiting on title transfer
May 26, 2021 Regular Council Meeting			
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
21-05-464	That administration proceed with upgrading the airport lighting at the Fort Vermilion (Wop May) Airport from halogen to LED.	Byron	
June 8, 2021 Regular Council Meeting			
21-06-498	That Mackenzie County attempt to gain representation in the next policy framework replacing Canadian Agriculture Partnership.	Len	
June 23, 2021 Regular Council Meeting			
21-06-543	That Mackenzie County acquire 3m of land on the east side for the future road widening of 100 Street.	Caitlin	CM 21-09-632
21-06-546	That the Minister of Agricultural and Forestry be invited to a Council meeting.	Len	
July 14, 2021 Regular Council Meeting			
21-06-226	That administration work with the Ferry Campground to formulate a plan to obtain the lease for the creation of a new campground.	Don	In progress
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.	Jen	Ongoing
21-07-532	That Unit 1051 be sent to La Crete Auction Mart for the July 24, 2021 consignment sale.	Willie	
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	

Motion	Action Required	Action By	Status
August 18, 2021 Regular Council Meeting			
21-08-563	That Administration advertise Bylaw 1231-21 to include an amendment to the deferral option to include a four (4) year deferral program as discussed.	Caitlin	Advertised. Public hearing at 2021-09-14 CM
21-08-586	That Mackenzie County waive the Off-Site Levy and Municipal Reserve fees for the donated portion (11.89 acres) of NE 9-106-15-W5M to facilitate the development of a new Medical Facility in the Hamlet of La Crete.	Caitlin	At time of development
September 14, 2021 Regular Council Meeting			
21-09-607	That Leaders International be engaged for CAO Recruitment.		
21-09-610	That a tender for the maintenance of Zama Access Road be advertised.	Jeff	Complete
21-09-611	That a tender for the maintenance of Chateh road be advertised.	Jeff	Complete
21-09-612	That administration advertise for a grader operator/equipment operator position for the Zama area.	Jeff	Complete
21-09-623	That second reading be given to Bylaw 1231-21 being the La Crete Offsite Levy Bylaw be tabled until further date.	Byron	
21-09-632	That administration bring back to the next meeting remaining portion of 100 A street that isn't required for future intersections.	Caitlin	Completed
21-09-637	That administration obtain required approvals and agreements with affected landowners for the West La Crete Road ditch cleanout.	Grant	In Progress
21-09-644	That a commemorative sign be placed at the Heritage Centre in La Crete and the Fort Vermilion lean-to museum highlighting the contribution that Bill Neufeld had in the paving of the Hwy 88 Connector.	Don/Len	
21-09-646	That council organize meetings with the 17 municipalities at the 2021 Fall RMA conference to discuss the Fire Bans in Hamlets within the Forest protection Areas and followed with a meeting with the Minister of Agriculture & Forestry.	Carrie/Len	
21-09-657	That the Tax Recovery Auction for properties under tax arrears be set for February 23, 2022.	Jen	In Progress
21-09-658	That administration work with the Fort Vermilion School Division to complete a trade and land transfer for properties adjacent to the La Crete Distribution Pumphouse and Fort Vermilion Public School.	Byron	

Motion	Action Required	Action By	Status
21-09-667	That information regarding action item 16-05-354 be put together and a meeting requested with AEP at fall RMA convention.	Carrie	
October 12, 2021 Budget Council Meeting			
21-10-673	That the Frontier Veterinary Services Contract be extended for one year ending December 31, 2022.	Grant	In Progress
21-10-689	That the job description for the Equipment Operator II in Zama be modified and re advertised as an out of scope position.	Jeff	Complete
21-10-693	That administration incorporate the 2021 One Time Carry Forward projects in the Draft 2022 Operating budget as discussed.	Jen	In Progress
21-10-694	That the review of 2022 On Time Projects discussion be TABLED for future discussion.		
21-10-696	That Administration proceed with the sale of the closed portions of 100A Street to adjacent landowners at assessed value with all associated costs being borne by the buyer with the exception of those costs associated with registration of a waterline URW where required.	Caitlin	In Progress
21-10-697	That the north portions of 100A Street (adjacent landowners) be sold back for the same price it was originally purchased to the adjacent landowners with all associated costs being borne by the applicant.	Caitlin	In Progress
21-10-699	Minister of Infrastructure	Birthing Centre	Carrie
	Minister of Environment	Bridge Campsite Crown Land Recreation Tree Salvage Hay Zama Bison	
	Minister of Municipal Affairs	Municipal Downloading Petition Taxation Lease Lands (non energy) Disaster Services Funding Agreement	
	Minister of Ag & Forestry	Tree Salvage Fire Ban	
	K-Division	Enhanced Police	
October 27, 2021 Regular Council Meeting			
21-10-763	That administration work with legal to create a non-disclosure agreement for Councillors and that the Information Technologist Department investigate electronic options for secure sharing of Closed Meeting information.	Len/Carrie	In progress
21-10-768	That the Waste Transfer Station Service Agreement with L & P Disposals Incorporated be extended for a	Don	

Motion	Action Required	Action By	Status
	one year term ending December 31, 2022 as per the contract completion date clause.		
21-10-769	That the Community Services Committee analyze Mackenzie County's Solid Waste requirements at the Waste Transfer Stations and bring back its findings and recommendations no later than August 2022, prior to future budget deliberations	Don	In progress
21-10-770	That the 2020 Campground Caretaker bonuses be approved as follows: <ul style="list-style-type: none"> • Hutch Lake - \$6,466.25 • Machesis Lake - \$2,781.00 • Wadlin Lake - \$8,000.00 	Don	Complete
21-10-771	That Mackenzie County appeal the Disaster Recovery Program claim for the Chateh Road and include pictures and supporting information to facilitate the successful appeal.	Len/Carrie	
21-10-774	That a letter be sent to Alberta Transportation requesting confirmation on lighting package at the Highway 58 & 88 intersection.	Carrie	

October 28, 2021

Attention: Municipal Administrator

Dear Sir/Madam:

Subject: Well Drilling Activity Reports – July-September 2021

Attached are the well drilling activity reports for your municipality. The Assessment Services Branch has prepared the reports using well drilling information on record with the Alberta Energy Regulator **up to** September 30, 2021.

Well Drilling Equipment Tax Regulation, Alberta Regulation 293/2020 indicates that the tax under Division 6 of Part 10 of the *Municipal Government Act* is \$0. Please be advised that we will continue to inform you of the well drilling in your municipality on a quarterly basis.

If you have any questions regarding these reports, please contact Anita Sjouwerman at anita.sjouwerman@gov.ab.ca or 780-427-2725, or Anna Manalo at anna.manalo@gov.ab.ca or 780-644-3946. To call toll free in Alberta, select 310-0000 first and then enter the phone number after the prompt.

Yours truly,

Original signed by Christine Risling

Christine Risling, AMAA
Acting Executive Director
Assessment Services Branch

Enclosure(s)



Alberta Municipal Affairs
Alberta Linear Property Assessment System
Well Drilling Activity Report

Report Date : 22-Oct-2021
AER General Well File : 30-Sep-2021

Tax Jurisdiction: 0505 Mackenzie County

BA Code: A8940

Name: Archer Exploration Corp.
550-525 8 AVE SW
CALGARY, AB T2P 1G1

Well Licence	Common Well ID	Surface Location	Well Name	Finished Drilling Date	Total Depth (m)	Amount As Per AR 293/2020 (\$)
0500430	00/04-20-109-08W6/0	08-21-109-08W6	ARCHER HZ RAINBOW 4-20-109-8	30-Jul-2021	4,728.00	0
0500437	00/16-22-109-08W6/0	15-21-109-08W6	ARCHER HZ RAINBOW 16-22-109-8	3-Sep-2021	3,957.00	0
0500795	00/04-19-109-08W6/0	08-21-109-08W6	ARCHER HZ RAINBOW 4-19-109-8	21-Aug-2021	6,345.00	0
Total:						0

1. AER means Alberta Energy Regulator.
2. Common Well ID is in the form LE LSD SEC TWP RGE MER ES.
3. Surface Location is in the form LSD SEC TWP RGE MER.
4. This report includes all new well licences with the first finished drilling date as reported to the AER since the previous Well Drilling Activity Report was produced.

This report is not a tax notice and is provided solely to assist municipalities.
This report applies to Division 6 of the *Municipal Government Act* and the *Well Drilling Equipment Tax Rate Regulation, Alberta Regulation 293/2020*.



BIG LAKES COUNTY

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

October 27, 2021

Northwest Species at Risk Committee
Mackenzie County
Box 640
Fort Vermilion, AB T0H 1N0

Dear Sir/Madam,

Re: Appointment to the Northwest Species at Risk Committee

At the Big Lakes County Organizational Meeting on October 26, 2021, the following appointments to the Northwest Species at Risk Committee were made:

Council Member: Tyler Airth, Councillor
Box 1967
High Prairie, Alberta T0G 1E0
Cell: 780-512-9174
Email: ward8@biglakescounty.ca

Alternate: Lane Montieth, Councillor
Box 244, Enilda, AB T0G 0W0
Cell: 780-523-7681
Email: ward7@biglakescounty.ca

Yours truly,



Jordan Panasiuk
CAO



North America's Railroad

NEWS RELEASE

CN Publishes 2021-2022 Winter Plan

The 2021-2022 Plan focuses on Safety, Collaboration, and Technology

Montreal, September 29, 2021 – CN (TSX: CNR) (NYSE: CNI) announced today that the Company published its 2021-2022 Winter Plan – *All in Together*. The Plan is part of CN's commitment to delivering safely and efficiently during winter, and is the result of broad consultations and close collaboration with various customers and stakeholders.

CN's Winter Plan explains how the Company's employees and equipment remain ready to reduce the effects of harsh winter conditions for its customers, while ensuring the safety and effectiveness of its operations.

"CN's goal is to lead as the safest and most innovative railway in North America. We adopt best practices, cutting-edge technology and make key investments in infrastructure and equipment. With this approach we safely move more goods, for the benefit of our customers and the North-American economy."

- JJ Ruest, President and Chief Executive Officer at CN

For more information on CN's Winter Plan please visit: cn.ca/winterplan

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.

- 30 -

Contacts:

Media

Mathieu Gaudreault
Senior Advisor
Media Relations
1-833-946-3342
media@cn.ca

Investment Community

Paul Butcher
Vice-President
Investor Relations
(514) 399-0052
investor.relations@cn.ca

To: Mackenzie County Council

October 12, 2021

Fort Vermillion.

From: Maarten Braat

Of Rocky Lane

Topic: Observations of on-going Business after Spring Flood 2020

Dear Council,

What is the plan for Fort Vermilion after Flooding?

We have seen emergency mobile homes park going up. We have seen new subdivision created out of existing areas, such as "Strach subdivision, Mercredi subdivision". We have seen and still see administration talking to people who were in the flood zone.

We have seen some planning and information on the Mackenzie County website page however one page was not finished yet.

Going forward,

When will council appoint a group of citizens to help settle the future of Fort Vermilion and how it is going to look like 10 years from now?

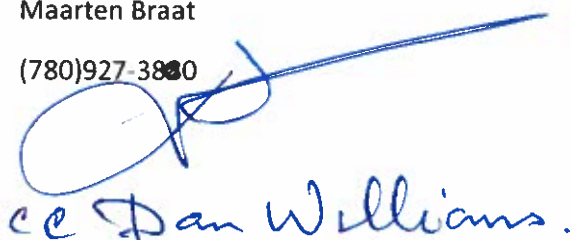
This is important to all Fort Vermilion and area citizens. For example, the official name of the Fort Vermilion Board of trade is "The Fort Vermilion and area Board of Trade".

1. This past spring 2021 we have not seen any activity to be sure that the county was prepared for a flood (muck up).
2. On many occasions I have heard stories of the flood zone becoming a park.
3. Are there any plans to mitigate some of the flooding? For example, the area by the Anglican cemetery and the low area behind the airport.
4. The flood in 2020 was approximate 16" higher the flood in 1934.
5. Due to global warming less, water will be streaming through the peace river in the years to come. Is this known by council?
6. Bennet dam and dam C will that have an impact on the waterflow in the Peace River in the future?
7. There are probably more questions to be asked for now I like to have some answers on the 6 questions asked already

Your Truly,

Maarten Braat

(780)927-3880



cc Dan Williams.

October 21, 2021

Len Racher
Chief Administrative Officer, Mackenzie County
P.O Box 640
Fort Vermillion, AB T0H 1N0

Dear Len Racher,

I just wanted to drop a quick line to thank you for your ongoing support and collaboration, and offer my sincere appreciation for the contributions you have provided as a service delivery partner in Alberta's parks system.

I know its been a tough couple of years, but am very grateful for the hard work, dedication, and service that our partners, such as Mackenzie County, provide. Partners have been essential to our parks since they were first established in 1932, and they remain critical to the continued success of Alberta's parks system and in helping it reach its full potential.

I recognize that recent outdoor recreation seasons have been very challenging. COVID-19 and record setting visitation has put pressure on our sites and resources, and challenged us across the board. The efforts of Mackenzie County have not gone unnoticed and I greatly appreciate all that you have done to support the continued enjoyment and stewardship of the parks that Albertans love so much.

Again, my sincere thanks to you and your organization, and we look forward to continuing our work with you as a valued partner.

With sincere gratitude,



Shane Schreiber
Assistant Deputy Minister

Enclosure

**MONTHLY
POLICING REPORT
April – September
2021**



Mackenzie County

**Mackenzie County Enhanced Unit
Fort Vermilion Detachment
Western Alberta District
"K" Division
Alberta**

RCMP·GRC



ROYAL CANADIAN MOUNTED POLICE • GENDARMERIE ROYALE DU CANADA

Enhanced Policing Priorities:

Providing an enhanced level of General duty policing services through Crime Prevention and Reduction Initiatives:

1. Community Involvement to develop relationships that can assist in police investigations;
2. Traffic Enforcement and "Pipeline" Initiatives;
3. Reducing the amount of outstanding warrants held within the detachment's region;
4. Working directly with the Fort Vermilion School Division No.52 on identifying priorities and delivering education in schools within the detachment area in Mackenzie County;
5. Assisting the General duty detachment members with advanced investigations;
6. Developing a Citizen on Patrol and or Rural Crime Watch program;
7. Assisting with Emergency Planning & Disaster Services in Mackenzie County;
8. Attending and policing special events in the area; and,
9. Attending meetings with local council as required to report on programs and issues

Enhanced Members

- ✚ Cst. Steven Freamo
- ✚ Cst. Jeffery Dickison (School Resource Officer)

Supervisors

- ✚ Cpl. Michael Brown
- ✚ Sgt. Steve Butt



Community Involvement:

Teepee Raising at the Fort Vermilion RCMP detachment



La Crete Get to know you night

Cst. Freamo attended the Get to know you night in La Crete to represent the Mackenzie County Enhanced Unit. The member was set up at the Victim Services Table and spoke with community in relation to any concerns or questions they may have had.

An overall welcoming and positive response was received from the community.

Traffic Enforcement

Traffic offences in the Mackenzie Region have been continuing at a steady rate. For the months of April to September, there has been **86** collisions in the region resulting in **6** provincial charges laid.

The Mackenzie County members continue to investigate traffic offences. Various Provincial/Criminal traffic charges throughout the months. With the assistance of the enhanced members, the Fort Vermilion detachment has completed the following:

200 Provincial tickets were issued with **150** Warnings.

7 Immediate Roadside Sanction for an Impaired driver was issued.

3 Impaired Operation Criminal Code charges laid.

2 Criminal Code charge & **1** warning for Flight from Peace Officer

1 charge & **1** warning for criminal Dangerous Operation

The Mackenzie County members continue with school zone patrols on a regular basis and educating the public on the rules and regulations within those zones.

The Mackenzie County members have been conducting traffic stops with an education youth component about driving with liquor containers within reach in vehicles and driving with open containers. This has decreased the amount of liquor offences taking place.

They are also continuing with check stops to ensure everyone is operating a motor vehicle while sober.



Working with Schools

Due to the ongoing COVID-19 pandemic, the enhanced members have been limited to what they can do inside of schools. This will be a developing and ever changing initiative as COVID-19 rules and regulations evolve.

Previous to the school year, Cst. Dickison has updated the School SAFE plans and is currently arranging with the schools for visits. The presence of members will be increasing in the school as the COVID-19 restrictions have evolved.

Crime Reduction

The Mackenzie County members have executed on average **15%** (18/122) of the outstanding warrants throughout the community per month. This is a notable size of arrests, on top of every day call taking. The members are largely leading to a decrease for outstanding warrants.

Cst. Freamo and Cst. Dickison continue to work with members of community on obtaining information assisting in locating wanted individuals.

Citizens on Patrol is in the process of being developed for the community of La Crete. This will assist greatly in the decrease of crimes with higher levels of reporting. Some locals of La Crete have been identified as wanting to volunteer for this community engagement.

Assisting with Investigations

Over the reported period, Cst. Dickison and Cst. Freamo have attended **137** calls for service and have been involved with 794 occurrences within the Mackenzie County Region. Their call volume is averaged to approximately **11** calls per month each or **22** total. This number is kept lower than the other General Duty members to allow for an increase in proactive work. This involves performing traffic initiatives, community relations and assisting with investigations.

Notable occurrences

Cst. Freamo and Cst. Dickison were involved with a high profile investigation involving a partnership between the Alberta Government and RCMP. This investigation involved Sovereign Citizen's misusing Crown Land within Mackenzie County. After a lengthy investigation, involving many resources. The subjects were removed from the land and are no longer causing a concern within the region.

New Community Concerns (Update on concerns raised in the past)

Underage Purchase/Consumption of Liquor

The members have received concerns from the community in relation to the underage purchase and consumption of liquor. This is leading to an increase in Impaired Collisions and Dangerous Operation of Motor vehicles. Members are in direct contact with the community, who are providing information on possible locations of these liquor purchases.

Cst. Dickison is working with the AGLC for enforcement on local liquor stores.

Both members have increased the amount of presence on the highways to prevent future occurrences from taken place.

Drugs

Illicit drugs are an ongoing concern within the community of Mackenzie County leading to various crimes taking place. As a result, Cst. Dickison and Cst. Freamo continue to receive Crime Stoppers tips in relation to Drug Trafficking taking place within the communities. Both members are currently following up in relation to these tips and are investigating further.

Speeding Drivers

Cst. Freamo is inquiring into the steps to obtain a speed board for the Mackenzie County use. This would involve the Mackenzie County employees to mount and remove the board in regions identified by the community/detachment as concern for speeders. This data would in turn be shared with the Fort Vermilion RCMP to inform about the areas of concern.



The recommendation of speed bumps placed throughout the streets is an effective way to slow vehicles down on urban streets where children are playing. These are a lower in cost and proven effective option, with the maneuverability of being relocated as they are needed.

Enhanced Unit Case Load	Cst. S. Freamo	Cst. J. Dickison	Combined Total
Occurrences Involved with	362	432	794
Dispatches	85	52	137
Assignments	169	30	199

Should you have any questions or concerns regarding this report or any other community matters, please feel free to contact Cst. Freamo or Cst. Dickison.

Cst. Steven Freamo
 Fort Vermilion RCMP Detachment
 Work cell: (780) 285-0140
 Email: Steven.freamo@rcmp-grc.gc.ca

Cst. Jeffery Dickison
 Fort Vermilion RCMP Detachment
 Work cell: (780) 581-8284
 Email: Jeffery.dickison@rcmp-grc.gc.ca

