




MACKENZIE COUNTY

REGULAR COUNCIL MEETING

NOVEMBER 29, 2022
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 29, 2022
10:00 a.m.**

Fort Vermilion Council Chambers

Fort Vermilion, Alberta

AGENDA

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CALL TO ORDER:	1.	a) Call to Order	
AGENDA:	2.	a) Adoption of Agenda	
ADOPTION OF PREVIOUS MINUTES:	3.	a) Minutes of the November 15, 2022 Regular Council Meeting	7
		b) Minutes of the November 16, 2022 Budget Council Meeting	25
		c) Business Arising out of the Minutes	
		d)	
CLOSED MEETING:		<i>Freedom of Information and Protection of Privacy Act Division 2, Part 1 Exceptions to Disclosure</i>	
	4.	a) Little Red River Cree Nation (LRRCN) – Additions to Reserve (ATR) – (FOIP s. 21, 22, 23 and 24)	
		b) Frontier Veterinary Services Ltd. Agreement (FOIP s. 16, 14 and 25)	
		c)	
TENDERS:		Tender openings are scheduled for 11:00 a.m.	
	5.	a) None	
		b)	
PUBLIC HEARINGS:		Public Hearings are scheduled for 1:00 p.m.	
	6.	a) None	

		b)		
		c)		
DELEGATIONS	7.	a)	Fort Vermilion RCMP – Crime Statistics (11:30 a.m.)	35
		b)		
		c)		
GENERAL REPORTS:	8.	a)	Name That Neighbourhood Contest	55
		b)	Fort Vermilion Mitigation Construction Update – 2020 Overland Flood (STANDING ITEM)	65
		c)		
AGRICULTURE SERVICES:	9.	a)	Restrictions on Prescribing and Dispensing Veterinary Medicine and Large Animal Vet Shortages	67
		b)		
COMMUNITY SERVICES:	10.	a)	Residential Waste Pickup - Tender Review	71
		b)		
		c)		
FINANCE:	11.	a)	Financial Reports January – October 31, 2022	115
		b)		
		c)		
OPERATIONS:	12.	a)	None	
		b)		
		c)		
UTILITIES:	13.	a)	None	
		b)		
PLANNING & DEVELOPMENT:	14.	a)	None	

		b)		
		c)		
ADMINISTRATION	15.	a)	HR005 Staff Training and Professional Development Policy	143
		b)		
		c)		
COMMITTEE OF THE WHOLE ITEMS:	16.	a)	Business Arising out of Committee of the Whole	
		b)		
COUNCIL COMMITTEE REPORTS:	17.	a)	Council Committee Reports (verbal)	
		b)	Agricultural Service Board Meeting Minutes	155
		c)		
INFORMATION / CORRESPONDENCE:	18.	a)	Information/Correspondence	161
NOTICE OF MOTION:	19.	a)		
NEXT MEETING DATES:	20.	a)	Budget Council Meeting December 6, 2022 10:00 a.m. Fort Vermilion Council Chambers	
		b)	Budget Council Meeting December 7, 2022 10:00 a.m. Fort Vermilion Council Chambers	
ADJOURNMENT:	21.	a)	Adjournment	



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 29, 2022
Presented By:	James Thackray, Chief Administrative Officer
Title:	Minutes of the November 15, 2022 Regular Council Meeting

BACKGROUND / PROPOSAL:

Minutes of the November 15, 2022 Regular Council Meeting are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION / PUBLIC PARTICIPATION:

Approved Council Meeting minutes are posted on the County website.

POLICY REFERENCES:

Author: J. Schmidt Reviewed by: L. Flooren CAO: _____

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the minutes of the November 15, 2022 Regular Council Meeting be adopted as presented.

Author: J. Schmidt **Reviewed by:** L. Flooren **CAO:** _____

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Tuesday, November 15, 2022
10:00 a.m.**

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

PRESENT: Josh Knelsen Reeve
Jacquie Bateman Councillor
Peter F. Braun Councillor
Darrell Derksen Councillor (virtual)
Garrell Smith Councillor (arrived at 10:01 a.m.)
Lisa Wardley Councillor
Ernest Peters Councillor
David Driedger Councillor (arrived at 12:20 p.m.)

REGRETS: Walter Sarapuk Deputy Reeve
Cameron Cardinal Councillor

ADMINISTRATION: James Thackray Chief Administrative Officer
Byron Peters Director of Projects and Infrastructure
Louise Flooren Manager of Legislative & Support Services/
Recording Secretary
Jennifer Batt Director of Finance
Don Roberts Director of Community Services
Caitlin Smith Director of Planning and Agriculture
John Zacharias Director of Utilities (virtual)

ALSO PRESENT:

Minutes of the Regular Council Meeting for Mackenzie County held on November 15, 2022 in the Council Chambers at the Fort Vermilion County Office.

CALL TO ORDER: 1. a) Call to Order

Reeve Knelsen called the meeting to order at 10:00 a.m.

AGENDA: 2. a) Adoption of Agenda

MOTION 22-11-779 MOVED by Councillor Braun

That the agenda be adopted with the following additions:

- 4.d) CAO Report
- 9. b) Smoke Concerns
- 10. b) Northern Alberta Restorative Justice Symposium
- 15. b) La Crete Polar Cats Snowmobile Club/Zama Recreation Society/Mackenzie Ski Hill – Letter of Support for Tourism Relief Fund (TRF) Grant
- 15. c) Rural Municipalities of Alberta (RMA) Convention Wrap Up

CARRIED

ADOPTION OF PREVIOUS MINUTES:

3. a) Minutes of the November 1, 2022 Budget Council Meeting

MOTION 22-11-780

MOVED by Councillor Bateman

That the minutes of the November 1, 2022 Budget Council Meeting be Adopted as presented.

CARRIED

ADOPTION OF PREVIOUS MINUTES:

3. b) Minutes of the November 2, 2022 Budget Council Meeting

MOTION 22-11-781

MOVED by Councillor Peters

That the minutes of the November 2, 2022 Budget Council Meeting be Adopted as presented.

CARRIED

3. c) Business Arising out of the Minutes

None.

CLOSED MEETING:

4.a) Closed Meeting

MOTION 22-11-782

MOVED by Councillor Wardley

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

- 4.a) Union Negotiations (*FOIP, Div. 2, Part 1, s. 23, 24*)

- 4.b) 100 A Street (FOIP, Div. 2, Part 1, s. 23, 24, 25, 27)
- 4.c) PLS 140031 – South of High Level Land Purchase (FOIP, Div. 2, Part 1, s. 23, 24, 25, 27)

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

- All Members of Council excluding Deputy Reeve Sarapuk, Councillor Cardinal and Councillor Driedger James Thackray, Chief Administrative Officer Byron Peters, Director of Projects & Infrastructure Jennifer Batt, Director of Finance Louise Flooren, Manager of Legislative & Supportive Services

MOTION 22-11-783 **MOVED** by Councillor Braun

That Council move out of a closed meeting at 11:00 a.m.

CARRIED

Reeve Knelsen recessed the meeting at 11:00 a.m. and reconvened the meeting at 11:14 a.m.

4. a) Union Negotiations

MOTION 22-11-784 **MOVED** by Councillor Braun

That the Reeve and the following Councillors be appointed to the Ad Hoc Union Negotiating Advisory Committee:

- Councillor Bateman
- Councillor Peters

CARRIED

4. b) 100 A Street

MOTION 22-11-785 **MOVED** by Councillor Bateman

That Mackenzie County sell the lots for value established by assessment combined with all associated costs excluding the land transfer fees and lot consolidation.

CARRIED

4. c) PLS 140031 – South of High Level Land Purchase

MOTION 22-11-786
Requires 2/3

MOVED by Councillor Peters

That the 2022 Capital Budget be amended to add \$25,000 from the General Capital Reserve for the Purchase of the South of High Level land.

CARRIED

TENDERS:

5. a) None

GENERAL REPORTS:

8. a) CAO & Director Reports for October 2022

MOTION 22-11-787

MOVED by Councillor Wardley

That the CAO & Director reports for October 2022 be received for information.

CARRIED

AGRICULTURE SERVICES:

9. a) Next Policy Framework Representation

MOTION 22-11-788

MOVED by Councillor Wardley

That a letter be sent to the Minister of Agriculture and Irrigation to share ideas on the Next Policy Framework.

CARRIED

AGRICULTURE SERVICES:

9. b) Smoke Concerns (ADDITION)

MOTION 22-11-789
Requires Unanimous

MOVED by Councillor Wardley

That the Smoke Concerns discussion be received for information.

CARRIED UNANIMOUSLY

DELEGATIONS:

7. a) Roger Ashfield and Stefan Szabo - Mercer Peace River

MOTION 22-11-790 **MOVED** by Councillor Driedger

That the Mercer Peace River Delegation be received for information.

CARRIED

Reeve Knelsen recessed the meeting at 12:09 p.m., Councillor Driedger joined the meeting at 12:20 p.m. and Reeve Knelsen reconvened the meeting at 12:59 p.m.

PUBLIC HEARINGS: **6. a) Bylaw 1265-22 Land Use Bylaw Amendment to Rezone Plan 882 1687, Block 12, Lot 15 from Zama City – Residential Business “Z-RB” to Zama City – Mixed Use “Z-MU”.**

Reeve Knelsen called the public hearing for Bylaw 1265-22 to order at 1:01 p.m.

Reeve Knelsen asked if the public hearing for proposed Bylaw 1265-22 was properly advertised. Caitlin Smith, Director of Planning & Agriculture answered that the Bylaw was advertised in accordance with the Municipal Government Act.

Reeve Knelsen asked the Development Authority to outline the proposed Bylaw 1265-22 Land Use Bylaw Amendment.

Caitlin Smith, Director of Planning & Agriculture presented the following:

Administration has received a request to rezone Plan 882 1687, Block 12, Lot 15 (1072 Aspen Drive) in Zama City from Zama City – Residential Business “Z-RB” to Zama City – Mixed Use “Z-MU”.

The reason for the rezoning is that the land owner would like to open a retail liquor store, which is not a use in the current zoning district.

Currently on the property there is a mobile home, two (2) sheds and a garage/workshop.

This was recommended for approval by the Municipal Planning Commission.

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

Reeve Knelsen asked if any submissions were received in regards to proposed Bylaw 1265-22. There were no submissions.

Reeve Knelsen asked if there was anyone present who would like to speak in regards to the proposed Bylaw 1265-22. There was no one present to speak to the proposed bylaw.

Reeve Knelsen closed the public hearing for Bylaw 1265-22 at 1:02 p.m.

MOTION 22-11-791

MOVED by Councillor Wardley

That second reading be given to Bylaw 1265-22 being a Land Use Bylaw Amendment to Rezone Plan 882 1687, Block 12, Lot 15 from Zama City – Residential Business “Z-RB” to Zama City – Mixed Use “Z-MU” to accommodate a retail – liquor use.

CARRIED

MOTION 22-11-792

MOVED by Councillor Wardley

That third reading be given to Bylaw 1265-22 being a Land Use Bylaw Amendment to Rezone Plan 882 1687, Block 12, Lot 15 from Zama City – Residential Business “Z-RB” to Zama City – Mixed Use “Z-MU” to accommodate a retail – liquor use.

CARRIED

PUBLIC HEARINGS:

6. b) Bylaw 1266-22 Land Use Bylaw Amendment to Rezone Part of NW 12-105-15-W5M from Agriculture “A” to Rural Country Residential 3 “RCR3”

Reeve Knelsen called the public hearing for Bylaw 1266-22 to order at 1:02 p.m.

Reeve Knelsen asked if the public hearing for proposed Bylaw 1266-22 was properly advertised. Caitlin Smith, Director of

Planning & Agriculture answered that the Bylaw was advertised in accordance with the Municipal Government Act.

Reeve Knelsen asked the Development Authority to outline the proposed Bylaw 1266-22 Land Use Bylaw Amendment.

Caitlin Smith, Director of Planning & Agriculture presented the following:

Administration has received a request to rezone part of NW 12-105-15-W5M from Agriculture "A" to Rural Country Residential "RCR3" The area to be rezoned is approximately 40.5 acres.

The reason for the rezoning is that the land owner would like to develop eleven (11) estate-like residential lots, which is not a use in the current zoning district. These individual lots are approximately 3 acres in size.

Currently the part of NW 12-105-15-W5M that he wishes to rezone is treed and unsuitable for agriculture. The developer stated that he has no plans to develop the remainder of the quarter section. The treed area to the north is where the overland water naturally runs to therefore that portion will remain as is and will not be permitted to be developed in the future. This item was taken to ASB for comment, there were no concerns in terms of flooding but rather prime farm land being used for residential.

The developer is aware that Alberta Transportation (AT) will need to comment and may require turning lanes. The developer has already started communications with Alberta Transportation. We have been notified that this proposed tentative plan may change depending on the requirements of AT. We anticipate that the subdivision access on the south side will have to be moved to the north from the undeveloped road allowance. The developer would like to tie into the rural waterline which is located a mile east.

This was recommended for approval by the Municipal Planning Commission.

The Municipal Development Plan has conditions that need to be considered.

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

- Where is the property? A map was presented to Council via screen.
- People are concerned about the approach onto the highway with the amount of traffic on this stretch of highway. The developer should consider coming from the east; off Range Road 105-2. This is prime Agricultural land to be used for residential. Has the developer heard back from Alberta Transportation? There has not been any additional feedback shared with the County as this time other than what was shared in the RFD.
- In our MDP or Sustainability Plan, we mention that we are to retain farmland. At what point do we stop the amount of subdivisions particularly the rural country residential multi-lots? There are better locations for rural country residential lots throughout the municipality. Particularly in areas with commercial hubs such as Blue Hills, Rocky Lane, etc. It makes sense to have development in other areas or pre identified nodes.
- Are there minimum requirements for these type of lots? Yes, we need to consider soil condition for sewer systems, availability to water such as rural water line, minimum fire flows or how to support fire fighting efforts such as a dug out or reservoir, accessibility, shallow utility servicing.
- Is it Mackenzie County's responsibility to require turning lanes or upgrades to the highway? No, this is for AT to determine, we ensure that the requirements are met in the conditions of approval. We should wait until we have the final comments from Alberta Transportation before making a decision.

Reeve Knelsen asked if any submissions were received in regards to proposed Bylaw 1266-22. There were no submissions.

Reeve Knelsen asked if there was anyone present who would like to speak in regards to the proposed Bylaw 1266-22
There was no one present to speak to the proposed bylaw.

Reeve Knelsen closed the public hearing for Bylaw 1266-22 at 1:12 p.m.

MOTION 22-11-793 **MOVED** by Councillor Wardley

That Bylaw 1266-22 Land Use Bylaw Amendment to Rezone Part of NW 12-105-15-W5M from Agriculture "A" to Rural Country Residential 3 "RCR3" be TABLED to a future Regular Council meeting.

CARRIED

DELEGATIONS:

7. b) **Yuliia Marcinkoski and Nicole Nelles - Regional Economic Development Initiatives (REDI) – Invest Alberta Presentation**

MOTION 22-11-794 **MOVED** by Councillor Smith

That all of Council be authorized to attend the Economic Developers Alberta (EDA) 2023 Leaders' Summit & Conference in Kananaskis on April 12-14, 2023.

CARRIED

Reeve Knelsen recessed the meeting at 2:00 p.m. and reconvened the meeting at 2:11 p.m.

GENERAL REPORTS:

8. b) **Mitigation**

MOTION 22-11-795 **MOVED** by Councillor Driedger

That the Fort Vermilion Mitigation Construction update – 2020 Overland Flood report of November 15, 2022 be received for information.

CARRIED

COMMUNITY SERVICES:

10. a) **The Forest Resource Improvement Association of Alberta (FRIAA) Grant Funding**

MOTION 22-11-796 **MOVED** by Councillor Wardley

That The Forest Resource Improvement Association of Alberta grant funding proposal for Vegetation Management projects EOI-22-18 and EOI-22-19 be supported by Mackenzie County.

CARRIED

COMMUNITY SERVICES:

10. b) Northern Alberta Restorative Justice Symposium (ADDITION)

MOTION 22-11-797
Requires Unanimous

MOVED by Councillor Peters

That the Northern Alberta Restorative Justice Symposium be received for information.

CARRIED UNANIMOUSLY

FINANCE:

11. a) Disaster Recovery Program – 2020 Update November Report

MOTION 22-11-798

MOVED by Councillor Smith

That the outstanding 2020 Disaster Recovery Program Update November Report be received for information.

CARRIED

FINANCE:

11. b) Name that Neighbourhood Contest

MOTION 22-11-799

MOVED by Councillor Bateman

That Phase 1 – 4, Name That Neighbourhood Contest be TABLED to the next Regular Council Meeting.

CARRIED

FINANCE:

11. c) Cheque Registers – August 17, 2022 – November 10, 2022

MOTION 22-11-800

MOVED by Councillor Wardley

That the cheque registers, from August 17, 2022 – November 10, 2022, and August -September 2022 online payments be received for information.

CARRIED

FINANCE: 11. d) MasterCard Statements – July-September 2022

MOTION 22-11-801 **MOVED** by Councillor Wardley

That the MasterCard statements for July - September, 2022 be received for information.

CARRIED

FINANCE: 11. e) Councillor Expense Claims

MOTION 22-11-802 **MOVED** by Councillor Braun

That the Councillor Driedger Expense Claim for September 2022 and the Councillor Expense Claims for October 2022 be received for information.

CARRIED

FINANCE: 11. f) Member at Large Expense Claims

MOTION 22-11-803 **MOVED** by Councillor Driedger

That the Member at Large Expense Claims for September, October, and November 2022 be received for information.

CARRIED

Reeve Knelsen recessed the meeting at 3:12 p.m. and reconvened the meeting at 3:18 p.m.

OPERATIONS: 12. a) None

UTILITIES: 13. a) None

PLANNING & DEVELOPMENT: 14. a) Bylaw 1269-22 Land Use Bylaw Amendment to Rezone part of SW 12-107-14-W5M from Rural Country Residential 3 “RCR3” to Agricultural “A”

MOTION 22-11-804 **MOVED** by Councillor Bateman

That first reading be given to Bylaw 1269-22 being a Land Use Bylaw Amendment to rezone part of SW 12-107-14-W5M from

Rural Country Residential 3 “RCR3” to Agricultural “A”, subject to public hearing input.

CARRIED

**PLANNING &
DEVELOPMENT:**

14. b) Bylaw 1270-22 Bylaw Amendment to the regulations of Tarp Shelters in Section 8.59 and to amend Section 2.3 Definition of Tarp Shelter of the Land Use Bylaw

MOTION 22-11-805

MOVED by Councillor Wardley

That first reading be given to Bylaw 1270-22 being a Bylaw Amendment to amend the regulations of Tarp Shelters in Section 8.59 and to amend Section 2.3 Definition of Tarp Shelter of the Land Use Bylaw, subject to public hearing input.

CARRIED

ADMINISTRATION:

15. a) Policy HR005 Staff Training and Professional Development Policy

MOTION 22-11-806

MOVED by Councillor Braun

That Policy HR005 Staff Training and Professional Development be TABLED to the next Regular Council Meeting.

CARRIED

ADMINISTRATION:

15. b) La Crete Polar Cats Snowmobile Club /Zama Recreation Society and Mackenzie Ski Hill – Letter of Support for Tourism Relief Fund (TRF) Grant (ADDITION)

MOTION 22-11-807
Requires Unanimous

MOVED by Councillor Bateman

That a letter of support be provided to the La Crete Polar Cats Snowmobile Club, Zama Recreation Society and Mackenzie Ski Hill for their Tourism Relief Fund Grant applications.

CARRIED UNANIMOUSLY

ADMINISTRATION:

15. c) Rural Municipalities of Alberta (RMA) Convention Wrap Up (ADDITION)

MOTION 22-11-808

MOVED by Councillor Wardley

Requires Unanimous

That the Rural Municipalities of Alberta (RMA) Convention Wrap Up be TABLED to the November 16, 2022 Budget Council Meeting.

CARRIED UNANIMOUSLY

COMMITTEE OF THE WHOLE ITEMS:

16. a) N/A

COUNCIL COMMITTEE REPORTS:

17. a) **Council Committee Reports (verbal)**

MOTION 22-11-809

MOVED by Councillor Bateman

That the Council Committee Reports (verbal) be received for information.

CARRIED

COUNCIL COMMITTEE REPORTS:

17. b) **Municipal Planning Commission Meeting Minutes**

MOTION 22-11-810

MOVED by Councillor Derksen

That the unapproved Municipal Planning Commission meeting minutes of the October 13, 2022 and November 3, 2022 be received for information.

CARRIED

COUNCIL COMMITTEE REPORTS:

17. c) **Inter-municipal Planning Commission Meeting Minutes**

MOTION 22-11-811

MOVED by Councillor Braun

That the unapproved Inter-municipal Planning Commission meeting minutes of October 13, 2022 be received for information.

CARRIED

INFORMATION/ CORRESPONDENCE:

18. a) **Information/Correspondence**

MOTION 22-11-812 **MOVED** by Councillor Wardley

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

CARRIED

NOTICE OF MOTION: **19. a) None**

CLOSED MEETING: **4.d) Closed Meeting**

MOTION 22-11-813 **MOVED** by Councillor Wardley
Requires Unanimous

That Council move into a closed meeting at 3:58 p.m. to discuss the following:

4. d) CAO Report (*FOIP Sections 16, 17, 23 and 24*)

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

- All Members of Council excluding Deputy Reeve Sarapuk and Councillor Cardinal James Thackray, Chief Administrative Officer

CARRIED UNANIMOUSLY

MOTION 22-11-814 **MOVED** by Councillor Braun
Requires Unanimous

That Council move out of a closed meeting at 4:13 p.m.

CARRIED UNANIMOUSLY

4. a) CAO Report (ADDITION)

MOTION 22-11-815 **MOVED** by Councillor Braun
Requires Unanimous

That the CAO Report be received for information.

CARRIED UNANIMOUSLY

NEXT MEETING DATES: **20. a) Next Meeting Dates**

Budget Council Meeting

November 16, 2022
10:00 a.m.
Fort Vermilion Council Chambers

Regular Council Meeting
November 29, 2022
10:00 a.m.
Fort Vermilion Council Chambers

ADJOURNMENT: **21. a) Adjournment**

MOTION 22-11-816 **MOVED** by Councillor Derksen

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

These minutes will be presented for approval at the November 29, 2022 Regular Council Meeting.

Josh Knelsen
Reeve

James Thackray
Chief Administrative Officer

UNAPPROVED



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 29, 2022
Presented By:	James Thackray, Chief Administrative Officer
Title:	Minutes of the November 16, 2022 Budget Council Meeting

BACKGROUND / PROPOSAL:

Minutes of the November 16, 2022 Budget Council Meeting are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION / PUBLIC PARTICIPATION:

Approved Council Meeting minutes are posted on the County website.

POLICY REFERENCES:

Author: J. Schmidt Reviewed by: L. Flooren CAO: _____

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the minutes of the November 16, 2022 Budget Council Meeting be adopted as presented.

Author: J. Schmidt **Reviewed by:** L. Flooren **CAO:** _____

**MACKENZIE COUNTY
BUDGET COUNCIL MEETING**

**Wednesday, November 16, 2022
10:00 a.m.**

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

- PRESENT:**
- | | |
|-----------------|--|
| Josh Knelsen | Reeve |
| Walter Sarapuk | Deputy Reeve |
| Jacque Bateman | Councillor |
| Peter F. Braun | Councillor (left the meeting at 4:26 p.m.) |
| Darrell Derksen | Councillor (virtual – left the meeting at 3:08 p.m.) |
| David Driedger | Councillor (arrived at 11:37 a.m.) |
| Ernest Peters | Councillor |
| Garrell Smith | Councillor |
| Lisa Wardley | Councillor |
- REGRETS:**
- | | |
|------------------|------------|
| Cameron Cardinal | Councillor |
|------------------|------------|
- ADMINISTRATION:**
- | | |
|----------------|---|
| James Thackray | Chief Administrative Officer |
| Byron Peters | Director of Projects and Infrastructure |
| Louise Flooren | Manager of Legislative & Support Services/
Recording Secretary |
| Jennifer Batt | Director of Finance |
| Don Roberts | Director of Community Services |
| John Zacharias | Director of Utilities |
- ALSO PRESENT:** Members of the Public

Minutes of the Budget Council Meeting for Mackenzie County held on November 16, 2022 in the Council Chambers at the Fort Vermilion County Office.

CALL TO ORDER: 1. a) Call to Order

Reeve Knelsen called the meeting to order at 10:00 a.m.

AGENDA: 2. a) Adoption of Agenda

MOTION 22-11-817 MOVED by Councillor Braun

That the agenda be adopted with the following additions:

- 4.a) Personnel (*FOIP Sections 23, 24 and 27*)
- 4.b) Policy Matter (*FOIP Sections 23 and 24*)
- 7.b) Delegation – Alberta Transportation
- 17.a) Rural Municipalities of Alberta (RMA) Convention
Wrap Up
- 17.b) Action List

CARRIED

**ADOPTION OF
PREVIOUS MINUTES:**

3. a) None

CLOSED MEETING:

4. a) Closed Meeting (**ADDITION**)

MOTION 22-11-818
Requires Unanimous

MOVED by Councillor Bateman

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

- 4.a) Personnel (*FOIP, Div. 2, Part 1, s. 17, 19, 24*)

CARRIED UNANIMOUSLY

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

- All Members of Council excluding Councillor Cardinal and Councillor Driedger
- James Thackray, Chief Administrative Officer
- Byron Peters, Director of Projects and Infrastructure
- Caitlin Smith, Director of Planning & Agriculture

MOTION 22-11-819
Requires Unanimous

MOVED by Councillor Wardley

That Council move out of a closed meeting at 10:25 a.m.

CARRIED UNANIMOUSLY

Reeve Knelsen recessed the meeting at 10:25 a.m. and reconvened the meeting at 10:43 a.m.

Councillor Driedger joined the meeting at 11:37 a.m.

TENDERS:

5. a) None

PUBLIC HEARINGS: 6. a) None

CLOSED MEETING: 4. b) Closed Meeting

MOTION 22-11-820 **MOVED** by Councillor Wardley
Requires Unanimous

That Council move into a closed meeting at 11:38 a.m. to discuss the following:

4.b) Policy Matter (*FOIP Section 23 and 24*)

CARRIED UNANIMOUSLY

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

- All Members of Council excluding Councillor Cardinal
- James Thackray, Chief Administrative Officer
- Byron Peters, Director of Projects and Infrastructure
- John Zacharias, Director of Utilities
- Don Roberts, Director of Community Services
- Louise Flooren, Manager of Legislative & Support Services/Recording Secretary

MOTION 22-11-821 **MOVED** by Councillor Wardley
Requires Unanimous

That Council move out of a closed meeting at 11:49 a.m.

CARRIED UNANIMOUSLY

DELEGATIONS: 7. b) Alberta Transportation - Austin Billman (ADDITION)

MOTION 22-11-822 **MOVED** by Councillor Bateman
Requires Unanimous

That the Alberta Transportation discussion be received for information.

CARRIED UNANIMOUSLY

Reeve Knelsen recessed the meeting at 12:18 p.m. and reconvened the meeting at 12:53 p.m.

DELEGATIONS: 7. a) Mackenzie Aquatics Society – Mackenzie County Wellness Centre

MOTION 22-11-823 **MOVED** by Councillor Driedger

That Mackenzie County provide a letter of support to the La Crete Recreation Board and/or the Mackenzie Aquatic Society to assist with the Mackenzie Wellness Centre grant funding applications.

CARRIED

MOTION 22-11-824

MOVED by Councillor Peters

That Mackenzie County write a letter to the Fort Vermilion School Division to request a land transfer for \$1.00 for the La Crete Mackenzie Wellness Centre Project.

CARRIED

Reeve Knelsen recessed the meeting at 1:47 p.m. and reconvened the meeting at 2:01 p.m.

Councillor Derksen left the meeting at 3:08 p.m.

**GENERAL
REPORTS:**

8. a) **None**

**AGRICULTURE
SERVICES:**

9. a) **None**

**COMMUNITY
SERVICES:**

10. a) **Waste Disposal Fee Review**

MOTION 22-11-825
Requires 2/3

MOVED by Councillor Peters

That administration amend the Draft 2023 Operating budget as discussed, with Mackenzie County working towards a full cost recovery of Waste Disposal Services.

CARRIED

**COMMUNITY
SERVICES:**

10. b) **Campground Operation Fee Review**

MOTION 22-11-826
Requires 2/3

MOVED by Councillor Bateman

That the Bylaw 1246-21 Fee Schedule be amended to charge \$10.00/day per vehicle for day use at all campgrounds.

CARRIED

MOTION 22-11-827 **MOVED** by Councillor Bateman

That Mackenzie County no longer supply firewood for all in hamlet parks.

CARRIED

Reeve Knelsen recessed the meeting at 3:23 p.m. and reconvened the meeting at 3:34 p.m.

FINANCE:

11. a) Draft 2023 Operating Budget

MOTION 22-11-828
Requires 2/3

MOVED by Councillor Bateman

That Tracking Sheet change 4 for the Draft 2023 Operating budget be approved as presented.

CARRIED

OPERATIONS:

12. b) None

UTILITIES:

13. a) Water & Sewer Rate Review

MOTION 22-11-829

MOVED by Councillor Wardley

That the Policy UT006 Municipal Rural Water Servicing Endeavour to Assist and related information be brought back to a future Council Meeting.

CARRIED

MOTION 22-11-830
Requires 2/3

MOVED by Councillor Braun

That the Water and Sewer Rates remain the same as 2022.

CARRIED

Councillor Braun left the meeting at 4:26 p.m.

**PLANNING &
DEVELOPMENT:**

14. a) None

ADMINISTRATION: 15. a) None

COMMITTEE OF THE WHOLE ITEMS: 16. a) None

COUNCIL COMMITTEE REPORTS: 17. a) Rural Municipalities of Alberta (RMA) Convention Wrap Up (ADDITION)

MOTION 22-11-831 **MOVED** by Councillor Wardley
Requires Unanimous

That a letter be sent to the Minister of Transportation and Economic Corridors in regards to funding for the Bridge Files within Mackenzie County from the MPE Engineering Report as well as highlighting the importance of the Economic Corridors.

CARRIED UNANIMOUSLY

COUNCIL COMMITTEE REPORTS: 17. b) Action List (ADDITION)

MOTION 22-11-832 **MOVED** by Councillor Wardley
Requires Unanimous

That the Action List discussion be received for information.

CARRIED UNANIMOUSLY

INFORMATION/ CORRESPONDENCE: 18. a) None

NOTICE OF MOTION: 19. a) None

NEXT MEETING DATES: 20. a) Next Meeting Dates

Regular Council Meeting
November 29, 2022
10:00 a.m.
Fort Vermilion Council Chambers

Budget Council Meeting
December 5, 2022
10:00 a.m.
Fort Vermilion Council Chambers

ADJOURNMENT: 21. a) Adjournment

MOTION 22-11-833 MOVED by Councillor Bateman

That the Council meeting at adjourned at 4:35 p.m.

CARRIED

These minutes will be presented for approval at the November 29, 2022 Regular Council Meeting.

Josh Knelsen
Reeve

James Thackray
Chief Administrative Officer

UNAPPROVED



Mackenzie County

REQUEST FOR DIRECTION

Meeting:	Committee of the Whole
Meeting Date:	November 29th, 2022
Presented By:	Don Roberts, Director of Community Services
Title:	DELEGATION Royal Canadian Mounted Police (RCMP) – Crime Statistics

BACKGROUND / PROPOSAL:

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

A copy of the crime statistics are attached for information.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

N/A

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

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the RCMP crime statistics reports be received for information.

Author: D. Roberts Reviewed by: _____ CAO:



November 7, 2022

Sgt. Steve Butt
Acting Detachment Commander
Fort Vermilion, Alberta

Dear Mr. Knelsen,

Attached you will find the quarterly Community Policing Report that encompasses the July 1st to September 30th, 2022 reporting period, and will provide you a quarterly snapshot of the human resources, financial data and crime statistics for the Fort Vermilion Detachment. These quarterly reports contribute greatly to ensuring that the police services provided by the Alberta Royal Canadian Mounted Police (RCMP) to you, and the citizens you represent, are meeting your needs on an ongoing basis.

This quarter I want to update you on the status of Body Worn Cameras (BWC), which are set to be field tested early in 2023 at three different pilot locations in Alberta. A total of 191 cameras will be distributed amongst front line officers in Grand Prairie, Parkland, and St. Paul Detachments respectively; the objectives of this Field Test will be as follows:

- Confirm the Contractor is able to deliver the required services as defined within the SOW (Statement of Work) and Request for Proposal (RFP).
- Provide an early opportunity to get cameras in the hands of 191 frontline officers who will be the primary users of the BWC and the accompanying Digital Evidence Management System (DEMS) Service.
- Capture preliminary “lessons-learned” to help refine service delivery processes for full implementation in Alberta.

Should the top vendor demonstrate they can meet our requirements, the next step will be full implementation later in 2023. The introduction of body-worn cameras and digital evidence management service will become a new national standard to enhance public trust, confidence and public safety. Although preliminary estimates were provided within the 2023/24 to 2027/28 Multi-Year Financial Plan for your community, the field test results may impact the estimated costs. As details are refined the forecast will be updated and shared with your community.

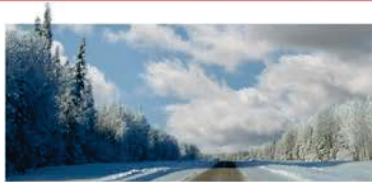


Your ongoing engagement and the feedback you provide guides our Detachment team in responding to the priorities of our citizens. It solidifies our strong community partnership that supports your Alberta RCMP Detachment in providing flexible and responsive policing services that reflect the evolving needs of those who we are proud to serve.

As the Chief of Police for your community, please feel free to contact me if you have any questions or concerns.

Sincerely,

Sgt Steve Butt
Acting Detachment Commander
Fort Vermilion RCMP Detachment

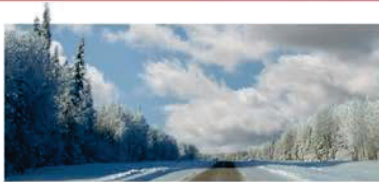


RCMP Provincial Policing Report

Detachment	Fort Vermillion
Detachment Commander	Sgt. Steve Butt
Quarter	Q2
Date of Report	November 7th, 2022

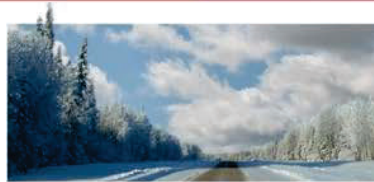
Community Consultations

Date	2022-08-16
Meeting Type	Meeting with Elected Officials
Topics Discussed	Regular reporting, APP initiative updates, traffic
Notes/Comments	<p>S/Sgt. Gilbert, Sgt. Butt, Sgt. Sherrard and Cst. Dragomir in attendance from the RCMP. Regular meeting of the Mackenzie County Council. Crime stats and updates regarding Annual Performance Plan initiatives provided - particularly with respect to school liaison officer work and community policing efforts put forward by the community.</p> <p>County expressed satisfaction with service delivery provided; specific ask made to try and patrol the side roads on township Road 1084 A/H in the evenings – apparently there’s a fair bit of drinking happening in the gravel pits. There was also an ask to keep an eye out in La Crete at the intersection of 697 and the golf course – there is a dedicated turning lane there that drivers are using to pass left turning traffic with the concern being a collision is going to happen sooner than later.</p> <p>Concerns forwarded to Detachment membership for action.</p>



Community Priorities

<p>Priority 1</p>	<p>Crime Reduction</p>
<p>Current Status & Results</p>	<p>Cst. Dragomir returned to his SRO position late August and has already engaged the schools superintendent around the delivery of school talks in three (3) high schools around "Sexting" and age of consent. Cst. Dragomir spoke with school bus drivers on September 2nd to educate them around what is required to successfully charge and prosecute traffic violations with respect to buses. Drivers also received basic information with respect to reporting suspected instances of child abuse.</p>
<p>Priority 2</p>	<p>Enhance Awareness and Education</p>
<p>Current Status & Results</p>	<p>While some meetings were cancelled over the summer, Detachment management resumed meeting with the Mackenzie County Council in August. Plans are in the works to partner with MC around a series of Town Halls this fall.</p>
<p>Priority 3</p>	<p>Enhance Road Safety</p>
<p>Current Status & Results</p>	<p>This past quarter four members were trained in the use of conventional and multi-mode RADAR. One talk was held with youth in La Crete around topics including distracted driving the safe use of off-road vehicles.</p>



Crime Statistics¹

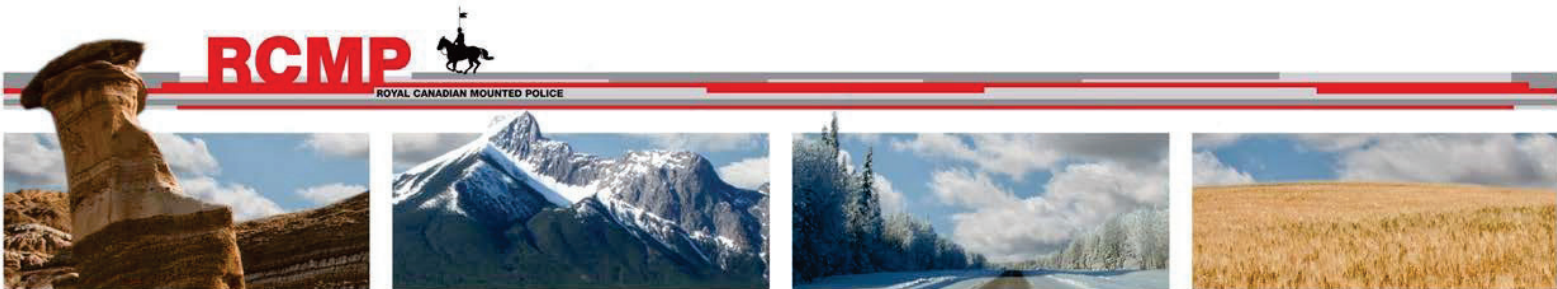
The following table provides policing statistics on actual offences within the periods listed. Please see Appendix for additional information and a five-year comparison.

Category	July - September			January - December		
	2021	2022	% Change Year-over-Year	2020	2021	% Change Year-over-Year
Total Criminal Code	399	408	2%	1,691	1,445	-15%
<i>Persons Crime</i>	111	125	13%	529	481	-9%
<i>Property Crime</i>	196	175	-11%	677	584	-14%
<i>Other Criminal Code</i>	92	108	17%	485	380	-22%
Traffic Offences						
<i>Criminal Code Traffic</i>	44	42	-5%	216	148	-31%
<i>Provincial Code Traffic</i>	246	394	60%	763	955	25%
<i>Other Traffic</i>	2	3	50%	32	14	-56%
CDSA Offences	1	2	100%	10	11	10%
Other Federal Acts	4	5	25%	15	21	40%
Other Provincial Acts	150	161	7%	434	545	26%
Municipal By-Laws	2	8	300%	20	10	-50%
Motor Vehicle Collisions	60	45	-25%	192	229	19%

¹ Data extracted from a live database (PROS) and is subject to change over time.

Trends/Points of Interest

Provincial traffic related infractions and enforcement were a major driver this quarter in response to concerns from the County - particularly the community of La Crete - with respect to traffic concerns. Members received training with respect to the use of RADAR and LASER speed enforcement this quarter which brought upon a significant increase in occurrences and charges with respect to speed related enforcement.



Provincial Police Service Composition²

Staffing Category	Established Positions	Working	Soft Vacancies ³	Hard Vacancies ⁴
Police Officers	13	11	0	2
Detachment Support	3	2	2	0

²Data extracted on September 30, 2022 and is subject to change over time.

³Soft Vacancies are positions that are filled but vacant due to maternity/paternity leave, medical leave, etc. and are still included in the overall FTE count.

⁴Hard Vacancies reflect positions that do not have an employee attached and need to be filled.

Comments

Police Officers: Of the 13 established positions, 11 officers are working. There is one position that has 2 officers assigned to it and there are 2 hard vacancies.

Detachment Support: Of the 3 established positions, 2 resources are currently working and 2 are on special leave (Leave without Pay). One of these position is backfilled to ensure coverage.

Quarterly Financial Drivers

The biggest cost driver is with respect to critical repairs to members housing during the period Property Management’s responsibilities devolved to Unit Commanders to manage. There repairs included but were not limited to repairs to roofs, siding, windows, interior remediation due to water leaks, hot water tank replacements and landscaping. Significant cost pressures are expected in this area due to an omnibus scope of work for member housing being pulled from procurement with the responsibility to try and maintain livable housing conditions falling back to Property Management and the units



Fort Vermilion Provincial Detachment Crime Statistics (Actual) Q2: 2018 - 2022

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

October 4, 2022

CATEGORY	Trend	2018	2019	2020	2021	2022	% Change 2018 - 2022	% Change 2021 - 2022	Avg File +/- per Year
Offences Related to Death		0	0	1	0	0	N/A	N/A	0.0
Robbery		0	0	0	1	0	N/A	-100%	0.1
Sexual Assaults		7	8	12	3	3	-57%	0%	-1.3
Other Sexual Offences		6	6	7	2	2	-67%	0%	-1.2
Assault		120	84	108	87	94	-22%	8%	-4.9
Kidnapping/Hostage/Abduction		3	5	1	1	2	-33%	100%	-0.6
Extortion		0	0	0	0	1	N/A	N/A	0.2
Criminal Harassment		5	5	13	3	6	20%	100%	0.0
Uttering Threats		11	19	23	14	17	55%	21%	0.7
TOTAL PERSONS		152	127	165	111	125	-18%	13%	-7.0
Break & Enter		12	6	11	7	12	0%	71%	0.1
Theft of Motor Vehicle		10	15	13	5	22	120%	340%	1.4
Theft Over \$5,000		2	2	1	0	1	-50%	N/A	-0.4
Theft Under \$5,000		19	12	16	9	15	-21%	67%	-1.1
Possn Stn Goods		8	5	9	1	1	-88%	0%	-1.8
Fraud		4	2	9	7	4	0%	-43%	0.5
Arson		1	2	2	8	5	400%	-38%	1.4
Mischief - Damage To Property		0	38	59	40	35	N/A	-13%	7.2
Mischief - Other		96	81	98	119	80	-17%	-33%	0.6
TOTAL PROPERTY		152	163	218	196	175	15%	-11%	7.9
Offensive Weapons		8	17	28	9	17	113%	89%	1.0
Disturbing the peace		46	32	51	29	39	-15%	34%	-1.7
Fail to Comply & Breaches		107	166	75	45	38	-64%	-16%	-25.9
OTHER CRIMINAL CODE		12	11	10	9	14	17%	56%	0.2
TOTAL OTHER CRIMINAL CODE		173	226	164	92	108	-38%	17%	-26.4
TOTAL CRIMINAL CODE		477	516	547	399	408	-14%	2%	-25.5



Fort Vermilion Provincial Detachment Crime Statistics (Actual) Q2: 2018 - 2022

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

October 4, 2022

CATEGORY	Trend	2018	2019	2020	2021	2022	% Change 2018 - 2022	% Change 2021 - 2022	Avg File +/- per Year
Drug Enforcement - Production		1	0	0	0	0	-100%	N/A	-0.2
Drug Enforcement - Possession		1	2	0	0	1	0%	N/A	-0.2
Drug Enforcement - Trafficking		2	0	5	1	1	-50%	0%	-0.1
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
Total Drugs		4	2	5	1	2	-50%	100%	-0.5
Cannabis Enforcement		0	0	1	0	1	N/A	N/A	0.2
Federal - General		1	13	1	3	2	100%	-33%	-0.8
TOTAL FEDERAL		5	15	7	4	5	0%	25%	-1.1
Liquor Act		5	17	9	21	24	380%	14%	4.2
Cannabis Act		0	1	0	0	1	N/A	N/A	0.1
Mental Health Act		16	35	33	42	29	81%	-31%	3.3
Other Provincial Stats		60	49	92	87	107	78%	23%	13.2
Total Provincial Stats		81	102	134	150	161	99%	7%	20.8
Municipal By-laws Traffic		0	0	0	0	1	N/A	N/A	0.2
Municipal By-laws		6	4	9	2	7	17%	250%	0.0
Total Municipal		6	4	9	2	8	33%	300%	0.2
Fatals		1	1	0	4	0	-100%	-100%	0.1
Injury MVC		7	10	8	10	13	86%	30%	1.2
Property Damage MVC (Reportable)		35	41	41	42	28	-20%	-33%	-1.3
Property Damage MVC (Non Reportable)		2	8	1	4	4	100%	0%	0.0
TOTAL MVC		45	60	50	60	45	0%	-25%	0.0
Roadside Suspension - Alcohol (Prov)		N/A	N/A	N/A	N/A	8	N/A	N/A	N/A
Roadside Suspension - Drugs (Prov)		N/A	N/A	N/A	N/A	0	N/A	N/A	N/A
Total Provincial Traffic		140	252	281	246	394	181%	60%	50.2
Other Traffic		6	19	13	2	3	-50%	50%	-2.3
Criminal Code Traffic		49	64	58	44	42	-14%	-5%	-3.4
Common Police Activities									
False Alarms		17	11	6	12	9	-47%	-25%	-1.5
False/Abandoned 911 Call and 911 Act		31	52	63	17	36	16%	112%	-2.5
Suspicious Person/Vehicle/Property		3	13	11	23	9	200%	-61%	2.2
Persons Reported Missing		8	7	9	4	2	-75%	-50%	-1.5
Search Warrants		1	1	0	1	0	-100%	-100%	-0.2
Spousal Abuse - Survey Code (Reported)		74	59	68	17	55	-26%	224%	-8.0
Form 10 (MHA) (Reported)		0	0	2	1	1	N/A	0%	0.3



RCMP Provincial Policing Report

Detachment	Chateh
Detachment Commander	Sgt. Mitch Sherrard
Quarter	Q2
Date of Report	2022-11-01

Community Consultations

Date	October 3, 2022
Meeting Type	Meeting with Elected Officials
Topics Discussed	Promoting Community Engagement / National Council Resolutions / Indigenous Policing
Notes/Comments	Chateh - The implementation of NCRs and how / who enforces them (discussions with Indigenous policing services). Rural Crime watch in Chateh and what a rural crime what would be able to achieve. Restorative Justice program based out of Peace River. Crisis team in place within the community for sudden deaths and trauma.

Date	October 6, 2022
Meeting Type	Meeting with Elected Officials
Topics Discussed	Crime Reduction - Drug Trafficking
Notes/Comments	Concern about drugs in the community and recently there have been two overdoses. Community engagement and efforts from the town to educate and spread awareness, including awareness in their monthly new letters.

Date	July 5, 2022
Meeting Type	Meeting with Elected Officials
Topics Discussed	Policing within the Dene Tha' communities (Meander River, Bushie and Chateh)
Notes/Comments	This was a meeting with Chief HOOKA-NOOZA, EDO Walter Kent, C/Supt. Curry, Supt. WARD, S/Sgt. ONAISSI and Cpl BARBER of the High Level detachment



Community Priorities

Priority 1

Serious and Organized Crime

Current Status & Results

Cst.Sieben has been assigned to take lead on a Drug trafficking file within the community of Rainbow Lake.

Priority 2

Substance Abuse

Current Status & Results

Between July 1, 2022 and September 30, 2022 there have been 16 charges for impaired drivers. There were both Criminal and Provincial impaired driving charges laid.

Priority 3

Enhance Road Safety

Current Status & Results

In September 2022, 2 members of the Chateh RCMP detachment attended a Radar course in High Level. This now enables them to issue speeding tickets on roads and highways within our detachment area.

Between July 1 and September 30, 2022 the detachment issued 17 tickets.
 6 tickets in Chateh
 9 tickets on Highway 58
 2 tickets in Rainbow Lake



Priority 4

Contribute to the Safety and Wellness of Indigenous Communities

Current Status & Results

In September 3 Chateh RCMP members attended the Dene Tha' School in Chateh and participated in the Orange Shirt Day celebration. Cst.Fontana spoke in front of the group of students and adults.

Cst.McMullan is currently in the process of presenting presentations to the Rainbow Lake and Chateh Schools on the Youth Criminal Justice Act (YCJA)



Crime Statistics¹

The following table provides policing statistics on actual offences within the periods listed. Please see Appendix for additional information and a five-year comparison.

Category	July - September			January - December		
	2021	2022	% Change Year-over-Year	2020	2021	% Change Year-over-Year
Total Criminal Code	433	437	1%	1,828	2,028	11%
<i>Persons Crime</i>	104	144	38%	477	553	16%
<i>Property Crime</i>	194	193	-1%	1,077	1,020	-5%
<i>Other Criminal Code</i>	135	100	-26%	274	455	66%
Traffic Offences						
<i>Criminal Code Traffic</i>	29	27	-7%	44	72	64%
<i>Provincial Code Traffic</i>	28	41	46%	63	83	32%
<i>Other Traffic</i>	0	0	n/a	4	1	-75%
CDSA Offences	0	1	n/a	2	1	-50%
Other Federal Acts	1	1	0%	5	8	60%
Other Provincial Acts	77	59	-23%	473	386	-18%
Municipal By-Laws	0	0	n/a	2	0	-100%
Motor Vehicle Collisions	13	8	-38%	22	19	-14%

¹ Data extracted from a live database (PROS) and is subject to change over time.

Trends/Points of Interest

Provincial Code Traffic - There is a significant increase at 48% in Provincial Code Traffic files and charges since last year. This area of investigations includes traffic tickets and provincial impaired sanctions. Most of the impaired files are now processed under the Provincial Code Traffic unless there are aggravating factors.

Person Crimes - There is also a significant increase of Person crimes with a 38% increase over our second quarter (July - September). This would include domestic violence files and any other file where there is a crime against a person, such as Assaults, uttering Threats, Assault with a weapon/Causing bodily harm, etc.



Provincial Police Service Composition²

Staffing Category	Established Positions	Working	Soft Vacancies ³	Hard Vacancies ⁴
Police Officers	10	10	0	0
Detachment Support	3	2	0	0

²Data extracted on September 30, 2022 and is subject to change over time.

³Soft Vacancies are positions that are filled but vacant due to maternity/paternity leave, medical leave, etc. and are still included in the overall FTE count.

⁴Hard Vacancies reflect positions that do not have an employee attached and need to be filled.

Comments

Police Officers: Of the 10 established positions, 10 officers are working. 2 of the 10 members are still currently on their 6 month field coaching program. After 6 months they will be able to work completely on their own with no supervision from their field trainer. There will be two members departing the detachment in February 2023 and we are currently working on trying to replace them.

Detachment Support: Of the 3 established positions, 2 resources are working. There's one position that is currently temporarily vacant due to medical reasons.

Quarterly Financial Drivers



Chateh Provincial Detachment Crime Statistics (Actual) Q2: 2018 - 2022

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

October 4, 2022

CATEGORY	Trend	2018	2019	2020	2021	2022	% Change 2018 - 2022	% Change 2021 - 2022	Avg File +/- per Year
Offences Related to Death		1	0	1	0	0	-100%	N/A	-0.2
Robbery		0	0	1	1	0	N/A	-100%	0.1
Sexual Assaults		0	1	6	7	2	N/A	-71%	1.0
Other Sexual Offences		0	0	2	2	0	N/A	-100%	0.2
Assault		116	56	93	71	110	-5%	55%	0.3
Kidnapping/Hostage/Abduction		1	0	2	4	6	500%	50%	1.4
Extortion		0	0	0	0	0	N/A	N/A	0.0
Criminal Harassment		2	4	4	2	6	200%	200%	0.6
Uttering Threats		12	12	22	17	20	67%	18%	2.1
TOTAL PERSONS		132	73	131	104	144	9%	38%	5.5
Break & Enter		2	7	4	2	15	650%	650%	2.1
Theft of Motor Vehicle		10	5	2	7	2	-80%	-71%	-1.4
Theft Over \$5,000		0	0	0	2	0	N/A	-100%	0.2
Theft Under \$5,000		7	3	10	8	10	43%	25%	1.1
Possn Stn Goods		1	0	2	1	2	100%	100%	0.3
Fraud		1	3	1	2	0	-100%	-100%	-0.3
Arson		1	0	0	0	3	200%	N/A	0.4
Mischief - Damage To Property		0	22	26	17	15	N/A	-12%	2.5
Mischief - Other		195	204	233	155	146	-25%	-6%	-14.7
TOTAL PROPERTY		217	244	278	194	193	-11%	-1%	-9.8
Offensive Weapons		1	2	9	14	6	500%	-57%	2.2
Disturbing the peace		51	29	15	19	10	-80%	-47%	-9.2
Fail to Comply & Breaches		78	55	47	89	54	-31%	-39%	-1.4
OTHER CRIMINAL CODE		13	14	11	13	30	131%	131%	3.3
TOTAL OTHER CRIMINAL CODE		143	100	82	135	100	-30%	-26%	-5.1
TOTAL CRIMINAL CODE		492	417	491	433	437	-11%	1%	-9.4



Chateh Provincial Detachment Crime Statistics (Actual) Q2: 2018 - 2022

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

October 4, 2022

CATEGORY	Trend	2018	2019	2020	2021	2022	% Change 2018 - 2022	% Change 2021 - 2022	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		0	0	0	0	1	N/A	N/A	0.2
Drug Enforcement - Trafficking		0	0	1	0	0	N/A	N/A	0.0
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
Total Drugs		0	0	1	0	1	N/A	N/A	0.2
Cannabis Enforcement		0	0	0	0	0	N/A	N/A	0.0
Federal - General		0	1	2	1	0	N/A	-100%	0.0
TOTAL FEDERAL		0	1	3	1	1	N/A	0%	0.2
Liquor Act		42	112	72	51	27	-36%	-47%	-9.1
Cannabis Act		0	0	0	0	0	N/A	N/A	0.0
Mental Health Act		11	14	14	8	10	-9%	25%	-0.8
Other Provincial Stats		59	51	35	18	22	-63%	22%	-10.7
Total Provincial Stats		112	177	121	77	59	-47%	-23%	-20.6
Municipal By-laws Traffic		0	0	0	0	0	N/A	N/A	0.0
Municipal By-laws		2	0	1	0	0	-100%	N/A	-0.4
Total Municipal		2	0	1	0	0	-100%	N/A	-0.4
Fatals		0	0	0	0	1	N/A	N/A	0.2
Injury MVC		0	1	2	5	3	N/A	-40%	1.0
Property Damage MVC (Reportable)		3	1	6	6	4	33%	-33%	0.7
Property Damage MVC (Non Reportable)		0	1	0	2	0	N/A	-100%	0.1
TOTAL MVC		3	3	8	13	8	167%	-38%	2.0
Roadside Suspension - Alcohol (Prov)		N/A	N/A	N/A	N/A	1	N/A	N/A	N/A
Roadside Suspension - Drugs (Prov)		N/A	N/A	N/A	N/A	0	N/A	N/A	N/A
Total Provincial Traffic		21	28	21	28	41	95%	46%	4.0
Other Traffic		0	3	2	0	0	N/A	N/A	-0.3
Criminal Code Traffic		18	27	16	29	27	50%	-7%	2.0
Common Police Activities									
False Alarms		6	3	0	2	0	-100%	-100%	-1.3
False/Abandoned 911 Call and 911 Act		10	13	21	8	13	30%	63%	0.1
Suspicious Person/Vehicle/Property		11	3	5	14	9	-18%	-36%	0.7
Persons Reported Missing		4	5	4	3	3	-25%	0%	-0.4
Search Warrants		0	0	0	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		64	46	94	21	55	-14%	162%	-4.3
Form 10 (MHA) (Reported)		0	0	1	0	0	N/A	N/A	0.0



MACKENZIE COUNTY

5A72 SUPERVISOR

9



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 29, 2022
Presented By:	Jennifer Batt, Director of Finance
Title:	Name that Neighbourhood Contest

BACKGROUND / PROPOSAL:

During the August 17th Council meeting Mitigation construction update, the naming of the new development areas was discussed. As Council identified that having Community members take part in naming of new development within their Hamlet, as it assists in bringing ownership, and partnership to the community, Council made the following motion:

MOTION 22-08-547

MOVED by Councillor Cardinal

That administration proceed with creating a “Name that Neighborhood” campaign for Phase 1 - 4 Mitigation neighborhoods.

CARRIED

Administration advertised the naming of the neighbourhoods contest through the newspaper, County website, and social media, with a closing date of October 26, 2022. A prize of \$250 in County merchandise was available if their name was chosen, and numerous community members submitted names, for consideration.

Neighbourhood advertising, signage and prize will be included in the mitigation program funding.

Administration presented the Request for Decision at the November 15th Council meeting where it was Tabled for review at today’s meeting.

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

OPTIONS & BENEFITS:

- 1) Council choose from one of the names submitted for each of the neighbourhoods.
- 2) Council to select alternate name(s) for the newly developed neighbourhoods.

COSTS & SOURCE OF FUNDING:

2022 Mitigation funding

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

Newspaper, Website, Social Media (attached)

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That Phase 1 - 4 newly developed neighborhoods be named:

Phase	Neighbourhood Name	Submitted By
1		
2		
3		
4		

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

Mackenzie County NAME THAT NEIGHBORHOOD

Name: _____ Date: _____

Phone Number: _____

NAME SUGGESTIONS: *Multiple submissions can be made for each neighborhood*

Neighborhood 1: (West of St. Theresa General Hospital)

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

Neighborhood 2: (South of St. Theresa General Hospital)

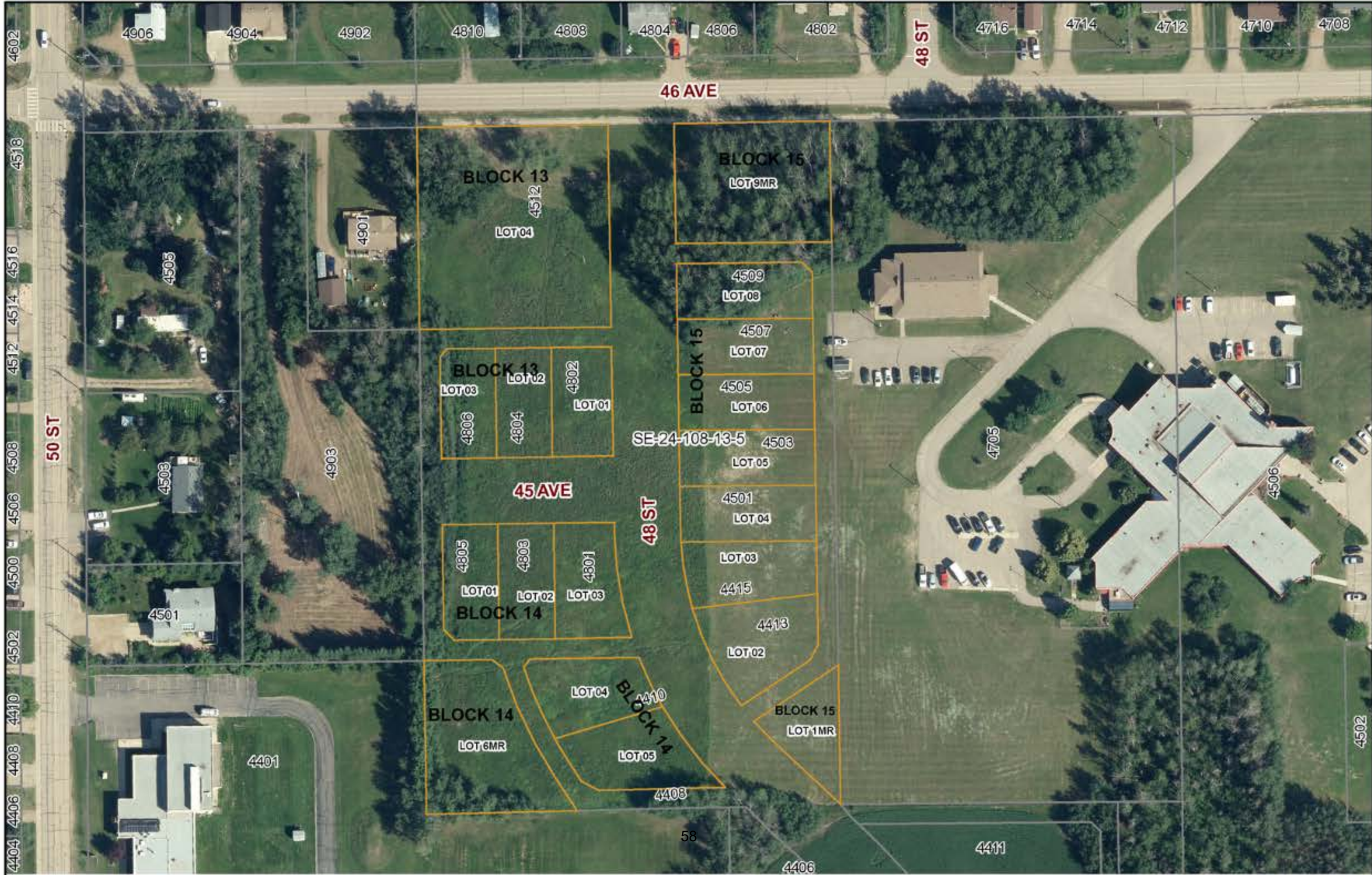
1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

Neighborhood 3: (East of Mackenzie Applied Research Association, South of River Road)

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

Submit by email to hfriesen@mackenziecounty.com or drop off at the Fort Vermilion Office.
Contest Deadline: Friday, October 21, 2022 at 4:30p.m.

Neighbourhood 1 ~ West of St. Theresa General Hospital

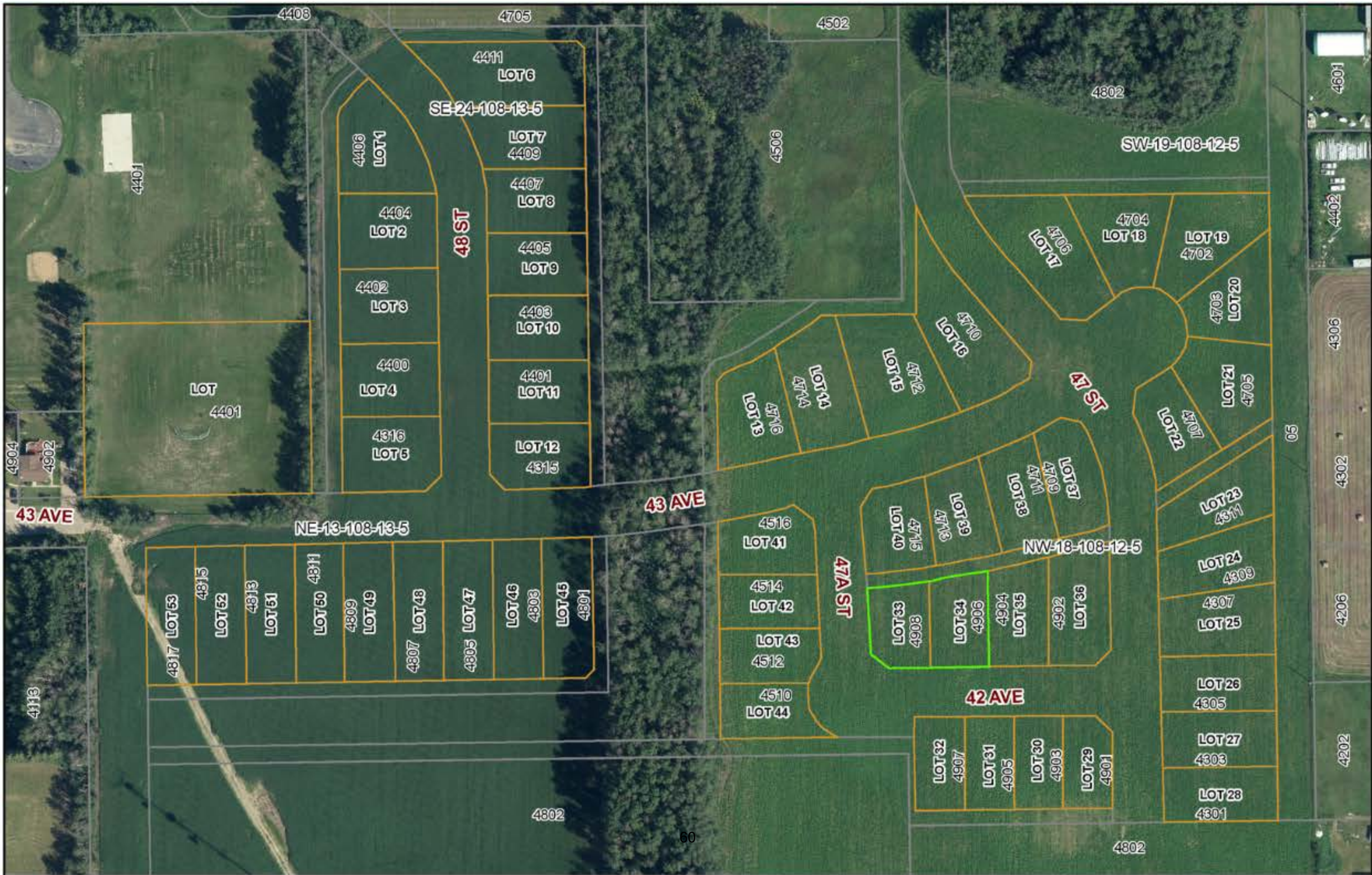


**Fort Vermilion
Neighbourhood Naming
Contest**

Neighborhood 1

Running Water
Water Hill
Reservoir Heights
We Were Here First Community
Neighborhood
Mission Hill
Terrace Heights
Trailer Park Hill
Bagshot Row
Peaceland
Sandy Shores
Niska "Canada Goose"
Moswa "Moose"
Maskwa "Bear"
Mahikan "Wolf"
Sipiy "River"
Kisik "Sky"
Pekiwewin "Coming Home"
Niska - "Canada Goose"

Neighbourhood 2 ~ South of St. Theresa General Hospital



**Fort Vermilion
Neighbourhood Naming
Contest**

Neighborhood 2

Towering Heights

Community Centre Neighborhood

Dr Harold A Hammon

New Haven

Roseway

Riverdale

Kensington

Niska "Canada Goose"

Moswa "Moose"

Maskwa "Bear"

Mahikan "Wolf"

Sipiy "River"

Kisik "Sky"

Pekiwewin "Coming Home"

Neighbourhood 3 ~ East of Mackenzie Applied Research Association South of River Road



**Fort Vermilion
Neighbourhood Naming
Contest**

Neighborhood 3

Diamond P Hill

Close to River Road Neighborhood

By the Woods Neighborhood

CJ Kidd Subdivision

River Ridge

Briarland

Riverton

Dale

Niska "Canada Goose"

Moswa "Moose"

Maskwa "Bear"

Mahikan "Wolf"

Sipiy "River"

Kisik "Sky"

Pekiwewin "Coming Home"



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 29, 2022
Presented By:	Jennifer Batt, Director of Finance
Title:	Fort Vermilion Mitigation Construction update – 2020 Overland Flood (STANDING ITEM)

BACKGROUND / PROPOSAL:

As the construction season is winding down for 2022, administration has no substantial updates to provide Council post November 15th, 2022 update provided. Administration is still working with Atco electric to expedite the infrastructure in all phase developments.

Administration will continue to schedule meetings with residents on development agreements for relocation into the winter season.

The Project Management system presented to Council at the last meeting continues to be updates with information that will be used to create contract scopes for relocation. Tenders are anticipated to be provided to Council for review prior in late winter, for closing early spring.

Administration will continue providing information, and context to contractor Jonathan Huggett to assist in project scope, and funding allocation development for future presentation to Municipal Affairs, and Council at a future date.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

Conditional Grant Agreement Funding

SUSTAINABILITY PLAN:

N/A

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

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the Fort Vermilion Mitigation Construction update – 2020 Overland Flood report of November 29, 2022 be received for information.

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 29, 2022
Presented By:	Caitlin Smith, Director of Planning & Agriculture
Title:	Restrictions on Prescribing and Dispensing Veterinary Medicine and Large Animal Vet Shortages

BACKGROUND / PROPOSAL:

The Agricultural Service Board met on November 18, 2022 and discussed the large animal veterinary shortages as well as the restrictions on prescribing and dispensing veterinary medicine.

In 2019, new drug establishment license requirements took effect. These new requirements made a significant impact on livestock producers. Prior to 2019, livestock producers could purchase antibiotics such as penicillin from their local farm and ranch supply stores. Now, producers must visit their veterinary have the animal assessed before medications can be prescribed. Certain medical conditions such as foot rot are very easy for experienced livestock producers to diagnose determine treatment. A trip to the veterinarian puts extra cost on the producer. Having the availability of certain medications on hand can save the producer valuable time and money.

Shortages of large animal Veterinarians is a growing concern in not only Mackenzie County, but also province wide as shown in the letter provided. As experienced large animal vets retire, and significant percentages of new vets choose larger centers to work primarily with small animals, it is important to ensure new veterinary students entering the education system replace and ideally increase the number of large animal vets. The ASB recommends that a letter of support be sent to the Minister of Agriculture and Irrigation regarding concern with veterinary medicine seat allocation and for easier placement for students with large animal experience and to reduce the requirements for prescribing medicine for large animals.

The following motion was made:

6.c) Large Animal Vet Shortages in Alberta

MOTION ASB 22-11-051 **MOVED** by Councillor Driedger

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

That a recommendation be made to Council to send a letter to the Minister of Agriculture and Irrigation to advocate for lesser large animal medication restrictions and to support the Veterinary Medical Education Opportunities.

CARRIED

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION / PUBLIC PARTICIPATION:

POLICY REFERENCES:

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That a letter be sent to the Minister of Agriculture and Irrigation to advocate for lesser large animal medication restrictions and to support the Veterinary Medical Education Opportunities.

Author: _____ Reviewed by: _____ CAO: _____



Brazeau County

7401 – Twp Rd 494, P.O. Box 77, Drayton Valley, Alberta T7A 1R1
PHONE: (780) 542-7777 - FAX: (780) 542-7770
www.brazeau.ab.ca

August 22, 2022

The Honorable Nate Horner
Minister of Agriculture, Forestry and Rural Economic Development
131 Legislative Building
10800 – 97 Avenue
Edmonton, AB T5K 2B6

Dear Minister Horner:

RE: Veterinary Medicine Education Opportunities for Rural Students

Brazeau County's Agricultural Service Board (ASB) would like to express their support on the issue of veterinary medicine education opportunities for rural students, as brought to our attention by the Saddle Hills County ASB and echoed by the Lamont County ASB in their letter to you dated June 23, 2022.

As a rural community, we have witnessed the shortage of rural veterinarians, particularly those specializing in large animals. In some instances, livestock producers in need of veterinary care are having to either wait significant time for a vet to come to the farm, or load and travel to the veterinary office. In an emergency situation, this is concerning as you can understand the effort to transport a sick or injured large animal is significant.

As experienced vets retire, move to small animal clinics, or chose other career paths, it is important to ensure new veterinary students are entering the education system to replace and ideally increase the number of large animal vets. Unfortunately, this is a difficulty for rural students aspiring to choose this career. There are a number of factors contributing to this such as entrance requirements and regional restrictions dictating the school they can attend.

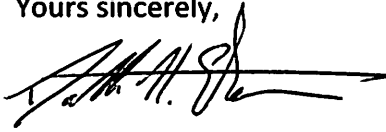
Rural students, in particular, are at a disadvantage when considering entrance requirements, as they may not have access to the course required for pre-requisites. However, we believe rural students have a great advantage in terms of rural experience which is not recognized by the post-secondary schools. A student who has grown up on a family farm will most likely have significant passion, understanding, experience, and exposure to large animal livestock. Currently, there is no acknowledgement of this by veterinary schools.

Our ASB is asking for veterinary schools to recognize this valuable hands-on experience and allow rural students to gain credit toward their eligibility requirements. If we don't encourage and enable rural students to pursue veterinary medicine the situation we are faced with regarding the lack of large animal veterinarians will not improve.

The importance of farms in Canada continues to grow as we realize the impact of our agricultural producers worldwide and we value the importance of healthy livestock.

We strongly encourage you to join us in advocating for our rural community. Please do not hesitate to contact me if you have any questions or concerns.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Dallas Ekstrom', with a long horizontal flourish extending to the right.

Dallas Ekstrom
Brazeau County Agricultural Service Board Chairperson
dekstrom@brazeau.ab.ca

/nc

cc: **The Honourable Demetrios Nicolaidis, Minister of Advanced Education**
The Honorable Maire-Claude Bibeau, Minister of Agriculture and Agri-Food
The Honorable Gudie Hutchings, Minister of Rural Economic Development
Mark Smith, MLA Drayton Valley-Devon
Alberta Agricultural Service Boards



Mackenzie County

REQUEST FOR DIRECTION

Meeting:	Committee of the Whole
Meeting Date:	November 29th, 2022
Presented By:	Don Roberts, Director of Community Services
Title:	Residential Waste Pickup - Tender Review

BACKGROUND / PROPOSAL:

In September, Council made the following:

Motion 22-09-634

That Administration develop a Residential Garbage Pickup Tender to include both Fort Vermilion and La Crete and awarding in December 2022 to commence April 1, 2023.

Administration has developed a draft tender for Councils review prior to releasing the tender to the public. Closing date for the tender is proposed December 12, 2022.

Administration has identified the following articles within the tender that may be of interest to Council.

4.0 Mandatory Submission Requirements

5.1.3 Evaluation Criteria

8.7 Contract Quantities

8.13 Contract Term

8.13.1 Contract Extension

Schedule "C" Proposed Weekly Waste Pickup Schedule.

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

OPTIONS & BENEFITS:

Option 1

Approve the Tender as Presented

Option 2

Approve the Tender as Amended

COSTS & SOURCE OF FUNDING:

Cost recovery.

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

Newspaper
Social Media
Mail out Flyer

POLICY REFERENCES:

Bylaw 893-13 Hamlet Residential Waste Collection Bylaw
PW038 Waste Collection and Servicing Policy

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

For Administration to proceed with the Tendering for the Collection of Fort Vermilion and La Crete Residential Waste Pick-up as presented/amended.

Author: D. Roberts Reviewed by: _____ CAO:

BYLAW NO. 893-13

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

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

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

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

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

PART 1 TITLE AND APPLICATION

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

PART 2 DEFINITIONS

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

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

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

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

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

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

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

PART 3 INTERPRETATIONS

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

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

PART 4 AUTHORITY

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

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

PART 5 MUNICIPAL COLLECTION AND REMOVAL OF REFUSE

5.1 Subject to the provisions of the Bylaw the Municipality:

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

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

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

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

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

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

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

PART 6 CLEAN – UP CAMPAIGN

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

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

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

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

PART 8 PREPARATION OF WASTE FOR COLLECTION

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

PART 9 DUTIES OF COLLECTORS

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

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

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

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

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

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

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

PART 12 NOTICES AND PENALTIES

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

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

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

PART 13 GENERAL

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

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

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

READ a first time this 24th day of April, 2013.

READ a second time this 24th day of April, 2013.

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

(original signed)

Bill Neufeld
Reeve

(original signed)

Joulia Whittleton
Chief Administrative Officer


Schedule “A”

Hamlet Residential Waste Collection Area

Lake Tourangeau



Culbert's Lake

Hamlet of Lacrete
"Schedule 1"
Residential Garbage



Mackenzie County

Legend:

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

Not To Scale

Mackenzie County

Title	WASTE COLLECTION AND HANDLING SERVICE POLICY	Policy No:	PW038
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Legislation Reference	Municipal Government Act, Section 616 v. ix
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<p>Purpose</p> <p>To establish a criteria for hamlets within Mackenzie County to qualify for hamlet residential garbage collection.</p>
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<p>Policy Statement and Guidelines</p> <p>Mackenzie County shall be responsible for the operations of the hamlet residential garbage collection.</p> <p>Hamlet Eligibility</p> <p style="padding-left: 40px;">1.1 Consideration shall only be given for the hamlet residential garbage collection provided hamlets reach any of the following criteria:</p> <ul style="list-style-type: none"> a) minimum population of 500; b) the current waste handling infrastructure requires upgrades; c) community demand to increase the level of service; d) cost effectiveness.
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	Date	Resolution Number
Approved	12-Apr-11	11-04-361
Amended	27-Apr-22	22-04-303
Amended		



Request for Proposals

Collection of Fort
Vermilion and
La Crete Residential
Waste Pick-up

Closing Date: December 12th,
2022

MACKENZIE COUNTY



**REQUEST FOR PROPOSALS (“RFP”) WITH RESPECT TO THE:
COLLECTION OF FORT VERMILION AND LACRETE RESIDENTIAL WASTE
COLLECTION, DISPOSAL AND OTHER WORK
INSTRUCTIONS TO PROPONENTS**

1.0 INTRODUCTION

1.1 Purpose of RFP

1.1.1 **Mackenzie County** seeks proposals from interested parties for the following:

Collection of Fort Vermilion and La Crete Residential Waste Pick-up

The Proponent is responsible to identify how you plan to meet the requirements specified in this RFP.

1.1.2 **Mackenzie County (the “County”)** is the sole and legal owner.

1.1.3 If the County receives a proposal acceptable to it, the County will select one proponent who submitted a proposal with whom the County, in its sole and unfettered discretion, may negotiate the terms of a contract.

1.2 Submission of RFP

1.2.1 Proponents shall submit their Proposal in an sealed envelope marked “Request for Proposal for **“Collection of Fort Vermilion and La Crete Residential Waste Pick-up”** (the “Proposals”) on or before 4:30 p.m. (Mountain Standard Time) on **December 12th, 2022** (the “RFP Closing Time”) to:

**Mackenzie County
Attention: Don Roberts, Director of Community Services
4511-46 Avenue
Fort Vermilion, AB T0H 1N0**

No faxed or electronically submitted Proposals will be accepted by the County.

1.2.2 Proposals will be opened at the Regular Council Meeting December 13th, 2022. No Proposal(s) submitted after 4:30 p.m. December 12th will be accepted.

1.2.3 Each Proponent may submit more than one proposal.

1.2.4 Any inquiries respecting this RFP should be directed to:

Don Roberts
Director of Community Services
droberts@mackenziecounty.com

- 1.2.5 It is the proponent's responsibility to ensure proposals are delivered to the Fort Vermilion office prior to the deadline date.
- 1.2.6 Each Proponent shall designate a person to whom any additional information may be obtained. The name and contact information is to be communicated to the County's designated contact person indicated in paragraph 1.2.4 above noted.
- 1.2.7 The County is under no obligation to respond to any inquiry submitted to it in respect of this RFP.
- 1.2.8 If the County, in its sole and unfettered discretion, determines that a written response to an inquiry is warranted, a written response will be prepared and distributed to all Proponents who have requested a copy of this RFP and completed the acknowledgment form. Such written response(s) will be issued in the form of an addendum to this RFP, and will be deemed to be part of this RFP.
- 1.2.9 No inquiry submitted to the County will be responded to after **4:30 p.m. December 12th, 2022.**

1.3 General Conditions Applicable to this RFP

1.3.1 Appendices and Addenda

The appendices to this RFP and any subsequent addenda are incorporated into and form part of this RFP. The information and data contained in any appendices and any subsequent addenda may form the basis upon which a contract engagement will be entered into the Contract will be entered with the County.

1.3.2 Disclaimer of Liability and Indemnity

By submitting a Proposal, a Proponent agrees:

- 1.3.2.1 to be responsible for conducting its own due diligence on data and information upon which its Proposal is based;
- 1.3.2.2 that it has fully satisfied itself as to its rights and the nature extended to the risks it will be assuming;
- 1.3.2.3 that it has gathered all information necessary to perform all of its obligations under its Proposal;
- 1.3.2.4 that it is solely responsible for ensuring that it has all information necessary to prepare its Proposal and for independently verifying and informing itself with respect to any terms or conditions that may affect its Proposal;
- 1.3.2.5 to hold harmless the County, its elected officials, officers, employees, agents, advisors or partnering entities in this undertaking, and all of their respective successors and

assigns, from all claims, liability and costs related to all aspects of the RFP process;

- 1.3.2.6 that it shall not be entitled to claim against the County, its elected officials, officers, employees, insurers, agents, advisors, and partnering entities in this undertaking on grounds that any information, whether obtained from the County or otherwise (including information made available by its elected officials, officers, employees, agents or advisors), regardless of the manner or form in which the information is provided is incorrect or insufficient;
- 1.3.2.7 that the County will not be responsible for any costs, expenses, losses, damages or liability incurred by the Proponent as a result of, or arising out of, preparing, submitting, or disseminating a Proposal, or for any presentations or interviews related to the Proposal, or due to the County's acceptance or non-acceptance of a Proposal; and
- 1.3.2.8 to waive any right to contest in any proceeding, case, action or application, the right of the County to negotiate with any Proponent for the Contract whom the County deems, in its sole and unfettered discretion, to have submitted the Proposal most beneficial to the County and acknowledges that the County may negotiate and contract with any Proponent it desires.

1.3.3 No Tender and no Contractual Relationship

The Proponent acknowledges and agrees that this procurement process is a Request for Proposal and is not a tendering process. It is part of an overall procurement process intended to enable the County to identify a potential successful Proponent. The submission of a Proposal does not constitute a legally binding agreement between the County and any Proponent. For greater certainty, by submission of its Proposal, the Proponent acknowledges and agrees that there will be no initiation of contractual obligations or the creation of contractual obligations as between the County and the Proponent arising from this RFP or the submission of a Proposal.

Further, the Proponent acknowledges that a Proposal may be rescinded by a Proponent at any time prior to the execution of the Contract.

1.4 Discretion of the County

Notwithstanding any other provision of this RFP to the contrary, the provisions in this Section 1.4 prevail, govern and override all other parts of this RFP. The County is not bound to accept any Proposal. At any time prior to execution of the Contract, the County may, in its sole and unfettered discretion, or for its own convenience, terminate the procurement process. All of this may be done with no compensation to the Proponents or any other party.

The County reserves the right, in its sole and unfettered discretion, to:

- 1.4.1 utilize any ideas or information contained in any of the Proposals for its sole use and benefit without making payment or otherwise providing consideration or compensation to any Proponent or any other party;
- 1.4.2 negotiate the specific contractual terms and conditions, including but not limited to the fee or;
- 1.4.3 waive any formality, informality or technicality in any Proposal, whether of a minor and inconsequential nature, or whether of a substantial or material nature;
- 1.4.4 receive, consider, and/or accept any Proposal, regardless of whether or not it complies (either in a material or non-material manner) with the submission requirements or is the lowest priced proposal, or not accept any Proposal, all without giving reasons;
- 1.4.5 determine whether any Proposal meets the submission requirements of this RFP; and
- 1.4.6 negotiate with any Proponent regardless of whether or not that Proponent is the Proponent that has received the highest evaluation score, and
- 1.4.7 negotiate with any and all Proponents, regardless of whether or not the Proponent has a Proposal that does not fully comply, either in a material or non-material way with the submission requirements for the RFP or any requirements contained within this RFP.

1.5 Selection

Selection of the successful Proponent, if any, is at the sole and unfettered discretion of the County.

1.6 Disqualification

The failure to comply with any aspect of this RFP (either in a material way or otherwise), shall render the Proponent subject to such actions as may be determined by the County, including disqualification from the RFP process, suspension from the RFP process and/or imposition of conditions which must be complied with before the Proponent will have its privilege of submitting a Proposal reinstated.

1.7 Representations and Warranties

- 1.7.1 The County makes no representations or warranties other than those expressly contained herein as to the accuracy and/or completeness of the information provided in this RFP.
- 1.7.2 Proponents are hereby required to satisfy themselves as the accuracy and/or completeness of the information provided in this RFP.
- 1.7.3 No implied obligation of any kind by, or on behalf of, the County shall arise from anything contained in this RFP, and the express representations and warranties contained in this RFP, and made by the

County, are and shall be the only representations and warranties that apply.

- 1.7.4 Information referenced in this RFP, or otherwise made available by the County or any of its elected officials, officers, employees, agents or advisors as part of the procurement process, is provided for the convenience of the Proponent only and none of the County, its elected officials, officers, employees, agents and advisors warrant the accuracy or completeness of this information. The Proponent is required to immediately bring forth to the County any conflict or error that it may find in the RFP. All other data is provided for informational purposes only.

2.0 DESCRIPTION OF THE WORK TO BE PERFORMED

Please refer to Schedule "A".

3.0 PROPOSAL REQUIREMENTS

The County reserves the right, but is not required, to reject any Proposal that does not include the requirements.

3.1 Description of the Proposal

- 3.1.1 Proposals shall include the legal name, address and telephone numbers of the individual, the principals of partnerships and/or corporations comprising the Proponent, and in the case of partnerships or corporations, the individual who will be the representative of the partnership or corporation.
- 3.1.2 Proponents require a **Mackenzie County Business License**
- 3.1.3 Proposals shall include a list of previous work of a similar nature.
- 3.1.4 Prices for the Waste Hauling Service shall be inserted by the Proponent in the form attached hereto as **Schedule "B"** and the form shall be submitted by the Proponent at the time of the submission of its Proposal.
- 3.1.5 Show the basic Price per site, the Total price for the year based on the approximate amount provided by Mackenzie County (in case of discrepancy, the Unit Price per site will take precedence) for any of the submitted options.

3.2 Execution of the Proposal

Proposals shall be properly executed in full compliance with the following:

- 3.2.1 Proposals and the pricing form attached as **Schedule "B"**, must be signed by the representative for the Proponent;

- 3.2.2 If the Proposal is made by a corporation, the full name of the corporation shall be accurately printed immediately above the signatures of its duly authorized officers and the corporate seal shall be affixed;
- 3.2.3 If the Proposal is made by a partnership, the firm name or business name shall be accurately printed above the signature of the firm and the Proposal shall be signed by a partner or partners who have authority to sign for the partnership;
- 3.2.4 If the Proposal is made by an individual carrying on business under a name other than his own, his business name together with the individual's name shall be printed immediately above its signature; and
- 3.2.5 If the Proposal is made by a sole proprietor who carries on business in his own name, the proprietor shall print his name immediately below his signature.

4.0 MANDATORY SUBMISSION REQUIREMENTS

Documents to be submitted with the Proposal in the two separate envelopes that are provided.

At the time of the submission of its Proposal, the Proponent shall provide the following:

Envelope # 1 must contain the following:

- 4.1.1 Proponent to provide detailed experience with similar projects, including number of years in business, customer base, etc...
- 4.1.2 List of Proponent's waste hauling equipment proposed to complete this service, and plan for back up equipment.
- 4.1.3 Proof of Proponent's Workers Compensation account in good standing at the time of Proposal submission.
- 4.1.4 Comprehension Insurance
- 4.1.5 Proof of Proponent's COR/SECOR.
- 4.1.6 Mackenzie County Business License
- 4.1.7 Proposed Weekly Waste Pickup Schedule – Schedule "C"

Envelope # 2 must contain the following:

- 4.1.8 Completed Schedule "B" Pricing Form

4.2 Insurance to be carried by Successful Proponent

At the time of the submission of its Proposal, the Proponent shall provide evidence of insurance coverage as follows:

- 4.2.1 standard automobile, bodily injury and property damage insurance providing coverage of at least **TWO MILLION (\$2,000,000.00) DOLLARS** inclusive and in respect of any one claim for the injury to or death of one or more persons or damage to or destruction of property;
- 4.2.2 a comprehensive general liability insurance policy providing coverage of at least **TWO MILLION (\$2,000,000.00) DOLLARS** inclusive and in respect of any one claim for injury to or death of any one or more persons or damage to or destruction of property. Coverage to include:
 - non-owned automobiles;
 - independent subcontractors;
 - contractual liability including this Agreement.
- 4.2.3 Proponent's Compensation coverage for all employees, if any, engaged by the Work in accordance with the laws of the Province of Alberta;
- 4.2.4 Employer's liability insurance respecting employees, if any, of the Proponent with limits of liability of not less than **TWO MILLION (\$2,000,000.00) DOLLARS** per employee for each accident, accidental injury or death of an employee or any subcontractor engaged by the Proponent; and
- 4.2.5 such other insurance as the County may from time to time reasonably require.
- 4.2.6 The Proponent shall cause all insurance coverage maintained by the Proponent in accordance with this RFP, except for errors and omissions coverage (if required), to name the County and any other party designated by the County as an additional insured and to contain a severability of interests or cross liability clause. The Proponent shall cause all insurance coverage to provide that no such insurance policy may be cancelled without the insurer providing no less than thirty (30) days' written notice of such cancellation to the County. The Proponent shall, upon the request of the County, furnish written documentation, satisfactory to the County, evidencing the required insurance coverage. The cost of all of the insurance required to be held by the Proponent as set forth herein shall be borne by the Proponent.
- 4.2.7 Two (2) copies of the proposal shall be submitted to Mackenzie County.

5.0 EVALUATION

- 5.1 After the RFP Closing Time, the County will review and evaluate all the Proposals received based upon the information supplied by the Proponents in accordance with the submission requirements of this RFP.
 - 5.1.1 In evaluating the Proposals received, the County will consider all of the criteria listed below in Section 5.2, and the County will have the sole and unfettered discretion to award up to the maximum number of points for each criteria as listed below. By submitting a Proposal, the Proponent acknowledges and agrees that the County has, and is hereby entitled to exercise, the sole and unfettered discretion to award the points for the evaluation of the noted criteria.

5.1.2 Local proponent (operating within Mackenzie County Region) SHALL receive additional 10 point

5.1.3 By submitting a Proposal, each Proponent acknowledges and agrees that it waives any right to contest in any legal proceedings the decision of the County to award points in respect of the criteria noted below (the "Evaluation Criteria"). Proposals will be evaluated based on the following criteria:

Evaluation Criteria (Weight x Score = Total Points)	Weight	Score
Local Contractor	10%	
Supplier/Experience	10%	
Suitability of Equipment	10%	
Weekly Pickup Schedule Proposal	10%	
Proposal Cost	60%	
TOTAL	100%	

5.1.4 The County may select a Proponent with the highest, or not necessarily the highest, Points with whom to negotiate the contract. Points will be assigned for each criteria based on the information provided in the proponent's submission. Scoring will be consistently applied by the County's evaluation team through the use of the specified scoring system noted below.

Points will be awarded on a scale of 0 to 10 as noted below: For Criterion 1 & 2

Score	Description
0-2	UNACCEPTABLE: does not satisfy the requirements of the criterion in any way
3	VERY POOR: address some requirements but only minimally
4	POOR: addresses most of the requirements of the criterion but is lacking in critical areas
5	MARGINAL: barely meets most of the requirements of the criterion to a minimum acceptable level
6	SATISFACTORY: average capabilities and performance, and meets most of the requirements of the criterion

7	ABOVE AVERAGE: fully meets all of the requirements of the criterion
8	SUPERIOR: exceeds the requirements of the criterion
9-10	EXCEPTIONAL: feature is clearly exceptional to the requirements of the criterion

5.1.5 The County also reserves the right to accept conditions to be offered by and/or negotiated with the successful Proponent which are not specifically contained in this RFP. Such options and/or alternatives shall be included in the Proposal review process as part of the evaluation.

5.1.6 At all times, the County reserves the right to seek written clarification regarding a Proposal from a Proponent. Such clarification shall be deemed an amendment to such Proponent's Proposal.

6.0 OTHER

6.1 Period Open for Consideration

The Proposals received shall remain irrevocable for a period of sixty (60) days following the RFP Closing Date in order to allow for the County to undertake the evaluation of the Proposals received and to undertake the negotiations as provided for herein.

6.2 Information Disclosure and Confidentiality

All documents submitted to the County will be subject to the protection and disclosure provisions of the *Freedom of Information and Protection of Privacy Act* ("FOIP"). FOIP allows persons a right of access to records in the County's custody or control. It also prohibits the County from disclosing the Proponent's personal or business information where disclosure would be harmful to the Proponent's business interests or would be an unreasonable invasion of personal privacy as defined in sections 16 and 17 of FOIP. Proponents are encouraged to identify what portions of their Proposals are confidential and what harm could reasonably be expected from its disclosure. However, the County cannot assure Proponents that any portion of the Proposals can be kept confidential under FOIP.

6.3 Independent Determination

A Proposal will not be considered by the County if it was not arrived at independently without collusion, consultation, communication or agreement as to any matter, such as prices, with any other Proponent.

6.4 Documents

All documents submitted by a Proponent shall become the property of the County upon being presented, submitted, or forwarded to the County. Should any documents be submitted electronically, notwithstanding the prohibition on same contained elsewhere in this RFP, then their content and the media they are

contained in shall also become the property of the County upon their being presented, submitted or forwarded to the County.

6.5 Agreement on Internal Trade and New West Partnership Trade Agreement

The provisions of the Agreement on Internal Trade, Part IV, Chapter Five – Procurement and Annex 502.4, (“AIT”) and the New West Partnership Trade Agreement (“NWPTA”) apply to this Proposal.

6.6 Other Conditions

The Proponent is fully responsible for obtaining all information required for the preparation of its Proposal. The County is not responsible for undertaking any investigations to assist the Proponent.

6.7 Law and Forum of Proposal

The law to be applied in respect of this RFP shall be the law of the Province of Alberta and all civil actions commenced in relation to this RFP shall be adjudicated by the Courts of the Province of Alberta. By submitting a Proposal, the Proponent is deemed to have agreed to attorn to the jurisdiction of the Courts of the Province of Alberta.

Schedule “A”

**FORT VERMILION and LA CRETE
RESIDENTIAL WASTE PICKUP**

PROJECT OVERVIEW

AND

DESCRIPTION OF WORK

Mackenzie County – Fort Vermilion and La Crete Residential Waste Pick-up

7.0 Project Overview

Mackenzie County is seeking proposals for the weekly residential roadside pickup, hauling and disposal of waste material discarded within 240-liter garbage bin receptacles from the Hamlet of Fort Vermilion and La Crete.

The Proposed weekly pick-up schedule will be evaluated and determined by Council prior to awarding the contract.

If the County receives an acceptable proposal(s), the successful proponent will be expected to sign a Contract with Mackenzie County that will allow the proponent to begin work April 1, 2023

8.0 Description of Work

8.1 Pricing

8.1.1 Option 1FV

The work detailed herein deals specifically with the collection and hauling of domestic waste from residences inside the Fort Vermilion Hamlet boundary to the Fort Vermilion Waste Transfer Station, situated inside the Fort Vermilion Hamlet boundary.

or

8.1.2 Option 2FV

The work detailed herein deals specifically with the collection and hauling of domestic waste from residences inside the Fort Vermilion Hamlet boundary and hauled to the Mackenzie Regional Landfill site situated west of the Town of High Level. Mackenzie County will be responsible for payment of tonnage fees at the Mackenzie Regional Landfill.

8.1.3 Option 1LC

The work detailed herein deals specifically with the collection and hauling of domestic waste from residences inside the La Crete Hamlet boundary to the La Crete Waste Transfer Station, situated inside the La Crete Hamlet boundary.

or

8.1.4 Option 2LC

The work detailed herein deals specifically with the collection and hauling of domestic waste from residences inside the Hamlet of La Crete boundary and hauled to the Mackenzie Regional Landfill site situated west of the Town of High Level. Mackenzie County will be responsible for payment of tonnage fees at the Mackenzie Regional Landfill.

8.2 Equipment

Truck(s) utilized to perform the work described herein shall have a valid Alberta vehicle registration and a current commercial vehicle inspection certificate. Single axle, double axle trucks, or trailer units are acceptable for the collection of waste, but Mackenzie County reserves the right to disallow the use of any vehicle which at their discretion is deemed to be unsafe to the general public or poses a risk.

At no time shall the county be affected by the failure of equipment from the Contractor, If the Contractor cannot meet the schedule for collection of residential waste due to equipment failure, Mackenzie County may hire an independent contractor to ensure waste removal is carried out. All costs incurred shall be charged back to the original contractor.

The Contractor shall maintain the truck to the minimum standard as established by the commercial vehicle inspection certificate at all times for the term of the Contract. If in the opinion of Mackenzie County any truck that is not in satisfactory mechanical condition shall be removed from services until the necessary repairs have been made. Mackenzie County may inspect all or selected pieces of equipment that is proposed to be used to complete the contract prior to the contract beginning or at any other time as required throughout the term of the contract.

The Contractor shall provide the necessary communications equipment for each vehicle that they can reach the operators of the vehicles at any time and any location.

8.3 Operators Requirements

The Contractor shall provide skilled, licensed, and capable operators familiar with highway traffic movements, local road traffic movements, and the laws governing vehicular traffic.

8.4 Emergency Response

The Contractor shall develop an emergency response plan to cover the collection of residential waste. The plan shall detail the action on site and the agencies to be contacted if dangerous goods or hazards waste has been incorporated in with the domestic waste.

8.5 Waste Transfer Stations (Option 1FV and 1LC only)

Mackenzie County shall ensure that the transfer sites are accessible at all times, and to ensure that specific 40 yard bins are available to the Contractor on the specific collection days.

Mackenzie County shall provide the Contractor with the names of contact persons and telephone numbers where information on the waste transfer stations and select sites will be available.

The Contractor shall be responsible for the removal of all waste that becomes scattered in and around the transfer stations and along the haul routes during the loading, unloading and hauling of the waste.

The Contractor shall be responsible for the maintenance and replacement of any property of Mackenzie County which is damaged during the execution of the work described herein.

The Contractor shall notify Mackenzie County immediately if the residential waste receptacles contain the following:

1. Used oil
2. Hazardous Waste
3. Liquid Waste
4. Any Sludge
5. Untreated Pathological Waste
6. Explosives
7. Dead Animals
8. Animal and Agricultural Waste
9. Dangerous Goods
10. Burning Refuse or Hot Ashes
11. Any other wastes that may be designated as not acceptable by Mackenzie County

Under no circumstances shall the Contractor undertake the haul of this waste.

8.6 Other Work

The Contractor shall haul no other waste or refuse other than the quantities collected during the collection of Hamlet Residential Waste unless:

- (1) Permission is granted in writing by Mackenzie County to undertake such work.
- (2) The company or individual the work is being undertaken for is identified.
- (3) An estimate on the quantity and frequency of the work is identified.

The Contractor shall be responsible to ensure that all waste conforms to that which is accepted at the waste transfer station.

8.7 Contract Quantities

The quantities given of monthly pickups are estimated quantities based on information from current Mackenzie County census and utilities data.

8.8 Scavenging

The Contractor or his employees shall not engage in the scavenging of waste materials at any of the waste transfer stations or from any collection site or residence.

8.9 Payment

Payments in accordance with the Contract shall constitute full compensation for work completed. Including furnishing of all equipment, labor, tools, machinery and work incidental thereto as well as any expenses incurred due to any cause whatsoever except as otherwise provided herein.

The amount of sites identified within this RFP are estimated. The successful proponent shall be paid on the actual amount of residential waste collection as confirmed by Mackenzie County Utilities Department.

8.10 Request for Contract Price Adjustment

At times events outside of reasonable control combine to inflate costs in the economy such as significant increases in fuel costs or landfill tipping fees and etc. In the event that the Contractor experiences such inflation and it significantly increases the costs of his operations as he attempts to fulfill the terms of this contract, Mackenzie County will consider an adjustment to the Contract Price on request from the Contractor.

The Contractor must submit a written request for adjustment to his contract unit price to the Chief Administrative Officer or designate. The written request must outline the nature of the adjustment, the reason for the adjustment, the percentage increase in operational costs, and the adjustment amount requested. Mackenzie County will take the request into consideration and, if in agreement, may authorize, by written order, equitable adjustments be made to the Contract Price.

At no time is the Mackenzie County obligated in any way whatsoever to grant the Contractors request for a Contract Price adjustment.

8.11 County Responsibility (Option 1FV and 1LC only)

Mackenzie County is responsible to ensure that the waste transfer stations are capable of accepting waste, having available 40-yard bin space to permit the acceptance of waste during the date stipulated within the final contract as pickup collection dates.

8.12 Penalty Clause

If in the opinion of Mackenzie County, the Contractor is in default of services, Mackenzie County reserves the right to administer a fine in the amount of one thousand dollars (\$1,000.00) per occurrence in accordance with General Condition 5.12 or terminate the contract pursuant to General Condition 5.13.

8.13 Contract Term

The Term of the Contract shall be for 36 months commencing on the 1st day April 2023 and ending on the 31 day of March, 2026.

8.13.1 Contract Extension

Upon written request from the Contractor, Mackenzie County may, prior to the expiry of the contract term, extend the contract term, twice only, for a further 1 year period subject to the same terms, covenants and conditions as contained within this Contract.

8.14 Other

The Contractor will at all times understand and comply with the Hamlet Residential Waste Collection By-law.

8.15 Regulatory Requirements

Contractor shall comply with all laws, ordinances, rules, regulations, order, codes and other legally enforceable requirements applicable to the Contractor and the performance of the Contract.

Contractor shall comply with the Occupational Health and Safety Act and regulations issued pursuant thereto.

Occupational Health and Safety Act

The Contractor shall familiarize himself, his staff and his subcontractors with the terms of the Occupational Health and Safety Act and Regulations thereunder to ensure complete understanding respecting the responsibilities given and compliance required. The Contractor acknowledges that he is a "Principal Contractor, Employer and/or Worker" as defined in the Occupational Health and Safety Act, and that he shall, as a condition of the Contract, comply with the Occupational Health and Safety Act and the regulations thereunder.

Copies of current legislation can be obtained from the following:

Alberta King's Printer
Park Plaza Building, Suite 700
455 - 6th Street S.W.
Edmonton, Alberta
T5K 2P7
kings-printer@gov.ab.ca

If Alberta Occupational Health and Safety conducts a worksite inspection which

results in “orders” being issued to the Contractor, the Contractor shall immediately supply copies of these orders to Mackenzie County.

8.16 Road Bans/Weight Restrictions

For weight restrictions or road bans placed on any road or access to any of the waste transfer stations identified herein, the Contractor shall be responsible for obtaining all approvals and/or special haul permits. All costs associated with approvals and/or haul permits shall be borne by the Contractor. Any costs associated with compliance with this section are to be at the contractor’s expense.

8.17 Mackenzie County’s Right to Terminate

Should the Contractor be pronounced bankrupt, or becomes insolvent, Mackenzie County may, without prejudice to any other right or remedy he may have, terminate the Contract.

If the Contractor fails to comply with the requirements of the Contract, Mackenzie County may notify the Contractor in writing that he is in default of his contractual obligations and instruct him to correct the default within 15 days immediately following the receipt of such notice. If the Contractor fails to correct the default in the time specified in the notice, Mackenzie County may, without prejudice to any other right or remedy he may have, terminate the Contract by providing the Contractor with written notice to that effect, specifying the exact date when the termination occurred.

If Mackenzie County terminates the Contract the Contractor shall be entitled to be paid for all services rendered in accordance with the Contract Documents up to date of termination.

8.18 Modification of Contract Work

Mackenzie County, without invalidating the Contract, may at any time modify the services being rendered under the Contract, consisting of additions, deletions or alterations. If required on account of such changes ordered by Mackenzie County, equitable adjustments shall be made to the Contract Price. Such changes shall be authorized by written order from the Director of Community Services or designate.

Schedule “B”

Collection Of Fort Vermilion and La Crete Residential Waste

BIDDING FORM

Proponents may submit a proposal for one individual Hamlet or both Fort Vermilion and La Crete collectively.

COLLECTION OF FORT VERMILION RESIDENTIAL

WASTE PICKUP

REQUEST FOR PROPOSAL

Schedule 'B' Unit Prices

(must fill out all options or indicate N/A, County is not obligated to either option)

Option 1FV (unloading at Fort Vermilion Waste Transfer Station)

Collection of Fort Vermilion Residential Waste per site/per month			\$ _____
Based on 224 sites per month			
TOTAL monthly proposal	X 224 sites =		\$ _____
	X 12 months =		\$ _____
	Total yearly Contract Fee Proposal		\$ _____

or

Option 2FV (Delivered to Mackenzie Regional Landfill)

Collection of Fort Vermilion Residential Waste per site/per month			\$ _____
Based on 224 sites per month			
TOTAL monthly proposal	X 224 sites =		\$ _____
	X 12 months =		\$ _____
	Total yearly Contract Fee Proposal		\$ _____

COLLECTION OF LA CRETE RESIDENTIAL

WASTE PICKUP

REQUEST FOR PROPOSAL

Schedule 'B' Unit Prices

(Must fill out both options, County is not obligated to either option)

Option 1LC (unloading at La Crete Waste Transfer Station)

Collection of La Crete Residential Waste per site/per month			\$ _____
Based on 1164 sites per month			
TOTAL monthly proposal	X 1164 sites =		\$ _____
	X 12 months =		\$ _____
Total yearly Contract Fee Proposal			\$ _____

or

Option 2LC (Delivered to Mackenzie Regional Landfill)

Collection of La Crete Residential Waste per site/per month			\$ _____
Based on 1164 sites per month			
TOTAL monthly proposal	X 1164 sites =		\$ _____
	X 12 months =		\$ _____
Total yearly Contract Fee Proposal			\$ _____

Option 1FV & 1LC Combined

(Unloading at La Crete/Fort Vermilion Waste Transfer Station)

Collection of La Crete Residential & Fort Vermilion Waste per site/per month			
			\$ _____
Based on 1388 sites per month			
TOTAL monthly proposal	X	1388 sites =	\$ _____
		X 12 months =	\$ _____
Total yearly Contract Fee Proposal			\$ _____

or

Option 2FV & 2LC Combined (Delivered to Mackenzie Regional Landfill)

Collection of La Crete Residential & Fort Vermilion Waste per site/per month			
			\$ _____
Based on 1388 sites per month			
TOTAL monthly proposal	X	1388 sites =	\$ _____
		X 12 months =	\$ _____
Total yearly Contract Fee Proposal			\$ _____

Schedule “C”

Proposed Weekly Waste Pickup Schedule

Proponents are required to submit a proposed weekly pickup schedule for the collection of Waste within both Hamlets and for all interested options.

Mackenzie Regional Landfill Hours of Operation

9:00 a.m. – 5:00 p.m. Tuesday, Wednesday, Thursday, Friday, Saturday.
Closed - Sunday & Monday

Fort Vermilion Only

Day	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1FV						
2FV						

La Crete Only

Day	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1LC						
2LC						

Combined Fort Vermilion & La Crete

Day	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1FV & LC						
1FV & LC						

Comments: _____

Declarations:

We, _____
(Company)

of _____
(Business Address)

having examined the RFP Documents as issued by: Mackenzie County (the "County"), and having visited the site(s) of where the Work is required to be undertaken; hereby offer to enter into a Contract to perform the Work required by the RFP Documents for the RFP Sum as follows:

And, we have attached and placed in the provide envelope the Mandatory Requirements as follows:

- 1.1.1 Proponent to provide detailed experience
- 1.1.2 List of Proponent's waste hauling equipment
- 1.1.3 Proof of Proponent's Workers Compensation
- 1.1.4 Comprehension Insurance
- 1.1.5 Proof of Proponent's COR/SECOR
- 1.1.6 Mackenzie County Business License
- 1.1.7 Proposed Weekly Waste Pickup Schedule – Schedule "C"
- 1.1.8 Completed Schedule "B" Pricing Form

Signatures:

Signed, sealed and submitted for and on behalf of:

Company: _____
(Name)

(Street Address or Postal Box Number)

(City, Province & Postal Code)

(Apply SEAL above)

Signature: _____

Name & Title: _____
(Please Print or Type)

Dated at _____ this _____ day of _____, 20____

Designated Contact Person: _____

Email: _____

Phone: ____



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 29, 2022
Presented By:	Jennifer Batt, Director of Finance
Title:	Financial Reports – January – October 31, 2022

BACKGROUND / PROPOSAL:

The Finance Department also provides monthly financial reports to Council as per policy. January – October 31, 2022 reports are attached for review.

OPTIONS & BENEFITS:

Financial Reports to Council

Council shall receive the following reports monthly:

- Statement comparing actual operating revenues and expenditures to budget for the year-to-date (January – October 31, 2022)
- A report of funds invested in term deposits and other securities
 - (January – September 30, 2022)
- Project progress reports including expenditures to budget until October 31, 2022.

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

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

N/A

POLICY REFERENCES:

Policy FIN010 – Financial Reports

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the financial reports for January to October 31, 2022 be received for information.

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

Mackenzie County
Summary of All Units January - October 2022

	2022	2022 Actual	\$ Variance
	Budget	Total	(Remaining)
OPERATING REVENUES			
100-Municipal Taxes	\$24,358,080	\$24,308,064	\$50,016
101-Lodge Requisition	\$815,695	\$813,962	\$1,733
102-School Requisition	\$6,612,576	\$6,599,889	\$12,687
103-Designated Ind. Property	\$72,796	\$72,558	\$238
124-Frontage	\$99,450	\$53,204	\$46,246
261-Ice Bridge	\$140,000	\$135,000	\$5,000
420-Sales of goods and services	\$1,005,720	\$650,572	\$355,148
421-Sale of water - metered	\$3,529,675	\$2,843,963	\$685,712
422-Sale of water - bulk	\$937,608	\$987,944	(\$50,336)
424-Sale of land	\$10,000		\$10,000
510-Penalties on taxes	\$700,000	\$198,307	\$501,693
511-Penalties of AR and utilities	\$21,000	\$25,156	(\$4,156)
520-Licenses and permits	\$55,000	\$50,130	\$4,870
521-Offsite levy	\$20,000	\$175,910	(\$155,910)
522-Municipal reserve revenue	\$150,000	\$77,213	\$72,787
526-Safety code permits	\$300,000	\$206,966	\$93,034
525-Subdivision fees	\$75,000	\$59,266	\$15,734
530-Fines	\$9,000	\$7,360	\$1,640
531-Safety code fees	\$8,000	\$9,045	(\$1,045)
550-Interest revenue	\$325,000	\$431,193	(\$106,193)
551-Market value changes		\$4,896	(\$4,896)
560-Rental and lease revenue	\$174,127	\$139,181	\$34,946
597-Other revenue	\$28,662	\$20,700	\$7,962
598-Community aggregate levy	\$85,000		\$85,000
630-Sale of non-TCA equipment		\$150	(\$150)
840-Provincial grants	\$602,353	\$605,331	(\$2,978)
909-Other Sources -Grants	\$118,566	\$37,066	\$81,500
930-Contribution from Operating Reserves	\$2,989,811		\$2,989,811
940-Contribution from Capital Reserves	\$20,000		\$20,000
TOTAL REVENUE	\$43,263,119	\$38,513,025	\$4,750,094
Excluding Requisitions	\$35,762,052	\$31,026,615	\$4,735,437

Mackenzie County
Summary of All Units January - October 2022

	2022	2022 Actual	\$ Variance
	Budget	Total	(Remaining)
OPERATING EXPENSES			
110-Wages and salaries	\$6,770,291	\$5,282,745	\$1,487,546
132-Benefits	\$1,319,040	\$1,012,499	\$306,541
136-WCB contributions	\$127,393	\$50,570	\$76,823
142-Recruiting	\$15,000		\$15,000
150-Isolation cost	\$43,200	\$40,549	\$2,651
151-Honoraria	\$587,360	\$408,998	\$178,362
211-Travel and subsistence	\$336,614	\$176,110	\$160,504
212-Promotional expense	\$36,000	\$13,126	\$22,874
214-Memberships & conference fees	\$129,977	\$71,257	\$58,720
215-Freight	\$98,450	\$95,413	\$3,037
216-Postage	\$62,050	\$50,360	\$11,690
217-Telephone	\$118,420	\$97,105	\$21,315
221-Advertising	\$77,400	\$66,922	\$10,478
223-Subscriptions and publications	\$12,600	\$9,768	\$2,832
231-Audit fee	\$115,000	\$108,500	\$6,500
232-Legal fee	\$100,000	\$44,530	\$55,470
233-Engineering consulting	\$192,000	\$139,688	\$52,312
235-Professional fee	\$215,700	\$133,402	\$82,298
236-Enhanced policing fee	\$531,924	\$97,186	\$434,738
239-Training and education	\$101,340	\$37,068	\$64,272
242-Computer programming	\$214,675	\$48,516	\$166,159
243-Waste Management	\$531,800	\$356,992	\$174,808
251-Repair & maintenance - bridges	\$159,500	\$103,003	\$56,497
252-Repair & maintenance - buildings	\$155,640	\$101,643	\$53,997
253-Repair & maintenance - equipment	\$409,950	\$334,105	\$75,845
255-Repair & maintenance - vehicles	\$102,400	\$75,103	\$27,297
258-Contract graders	\$776,302	\$584,633	\$191,669
259-Repair & maintenance - structural	\$1,545,700	\$890,853	\$654,847
260-Roadside Mowing & Spraying	\$415,133	\$390,103	\$25,030
261-Ice bridge construction	\$125,000	\$117,521	\$7,479
262-Rental - building and land	\$64,650	\$53,575	\$11,075
263-Rental - vehicle and equipment	\$104,530	\$75,718	\$28,812
266-Communications	\$155,992	\$109,671	\$46,321
271-Licenses and permits	\$23,000	\$8,834	\$14,166
272-Damage claims		\$8,874	(\$8,874)
274-Insurance	\$590,534	\$531,549	\$58,985
342-Assessor fees	\$282,502	\$152,049	\$130,453
290-Election cost	\$3,000		\$3,000
511-Goods and supplies	\$963,313	\$1,015,476	(\$52,163)
515-Lab Testing	\$50,500	\$38,554	\$11,946
521-Fuel and oil	\$645,700	\$970,462	(\$324,762)
531-Chemicals and salt	\$456,800	\$256,071	\$200,729
532-Calcium Dust Control	\$890,000	\$940,469	(\$50,469)
533-Grader blades	\$143,000	\$59,994	\$83,006
534-Gravel (apply; supply and apply)	\$3,578,583	\$2,962,429	\$616,154
994-Change in Inventory	\$300,000		\$300,000
543-Natural gas	\$128,013	\$129,357	(\$1,344)
544-Electrical power	\$717,093	\$599,467	\$117,626
550-Carbon Tax	\$104,000	\$117,146	(\$13,146)
710-Grants to local governments	\$2,250,000	\$2,250,000	\$0
735-Grants to other organizations	\$2,329,147	\$2,199,685	\$129,462
747-School requisition	\$6,612,576	\$2,327,442	\$4,285,134
750-Lodge requisition	\$815,695	\$798,705	\$16,990
760-Designated Ind. Property	\$72,796	\$70,195	\$2,601
763/764-Contributed to Reserve	\$2,407,959		\$2,407,959
810-Interest and service charges	\$22,360	\$18,991	\$3,369
831-Interest - long term debt	\$366,662	\$191,198	\$175,464
832-Principle - Long term debt	\$1,356,458	\$1,058,492	\$297,966
921-Bad Debt	\$1,500,000		\$1,500,000
Non-TCA projects	\$902,393	\$112,919	\$789,474
DRP Expenses		\$979,660	
TOTAL EXPENSES	\$43,263,115	\$28,975,251	\$15,267,543
Excluding Requisitions	\$35,762,048	\$25,778,909	\$10,028,953
995-Amortization of TCA	\$10,250,393		\$10,250,393

	2022	2022 Actual	\$ Variance
	Budget	Total	(Remaining)
OPERATING REVENUES			
<hr/>			
<hr/>			
OPERATING EXPENSES			
132-Benefits	\$45,836	\$39,438	\$6,398
136-WCB contributions	\$8,119	\$3,065	\$5,054
151-Honoraria	\$475,560	\$374,295	\$101,265
211-Travel and subsistence	\$210,373	\$115,012	\$95,361
214-Memberships & conference fees	\$64,150	\$47,382	\$16,768
217-Telephone	\$7,700	\$5,428	\$2,272
221-Advertising	\$1,000		\$1,000
223-Subscriptions and publications	\$750		\$750
235-Professional fee	\$8,000		\$8,000
239-Training and education	\$1,700	\$1,543	\$158
266-Communications	\$15,600	\$10,301	\$5,299
274-Insurance	\$2,194	\$1,828	\$366
290-Election cost	\$3,000	\$0	\$3,000
511-Goods and supplies	\$9,700	\$2,128	\$7,572
TOTAL EXPENSES	\$853,682	\$600,420	\$253,262
Excluding Requisitions	\$853,682	\$600,420	\$253,262
<hr/>			
TOTAL EXPENSES	\$853,682	\$600,420	\$253,262
EXCESS (DEFICIENCY)	(\$853,682)	(\$600,420)	(\$253,262)

	2022 Budget	2022 Actual Total	\$ Variance (Remaining)
OPERATING REVENUES			
420-Sales of goods and services	\$31,050	\$37,497	(\$6,447)
510-Penalties on taxes	\$700,000	\$198,307	\$501,693
511-Penalties of AR and utilities	\$9,000	\$7,402	\$1,598
550-Interest revenue	\$325,000	\$431,193	(\$106,193)
551-Market value changes		\$4,896	(\$4,896)
560-Rental and lease revenue	\$54,300	\$65,738	(\$11,438)
570-Insurance proceeds			\$0
597-Other revenue	\$15,000	\$19,612	(\$4,612)
598-Community aggregate levy	\$85,000		\$85,000
830-Federal grants			\$0
840-Provincial grants	\$48,502	\$51,480	(\$2,978)
890-Gain (Loss) Penny Rounding		(\$0)	\$0
909-Other Sources -Grants	\$50,000		\$50,000
930-Contribution from Operating Reserves	\$75,000		\$75,000
TOTAL REVENUE	\$1,392,852	\$816,124	\$576,728
Excluding Requisitions	\$1,392,852	\$816,124	\$576,728
OPERATING EXPENSES			
110-Wages and salaries	\$1,791,159	\$1,333,610	\$457,549
132-Benefits	\$353,752	\$260,859	\$92,893
136-WCB contributions	\$28,995	\$12,737	\$16,258
142-Recruiting	\$15,000		\$15,000
150-Isolation cost	\$14,400	\$12,000	\$2,400
211-Travel and subsistence	\$29,851	\$9,811	\$20,040
212-Promotional expense	\$21,000	\$5,923	\$15,077
214-Memberships & conference fees	\$21,832	\$4,275	\$17,557
215-Freight	\$9,000	\$5,366	\$3,634
216-Postage	\$24,550	\$12,858	\$11,692
217-Telephone	\$43,600	\$40,636	\$2,964
221-Advertising	\$64,000	\$55,573	\$8,427
223-Subscriptions and publications	\$8,250	\$4,041	\$4,209
231-Audit fee	\$115,000	\$108,500	\$6,500
232-Legal fee	\$100,000	\$41,052	\$58,948
233-Engineering consulting			\$0
235-Professional fee	\$75,000	\$34,920	\$40,080
239-Training and education	\$19,620	\$10,967	\$8,653
242-Computer programming	\$124,300	\$17,154	\$107,146
243-Waste Management	\$4,800	\$5,201	(\$401)
252-Repair & maintenance - buildings	\$59,150	\$44,410	\$14,740
253-Repair & maintenance - equipment	\$9,100	\$3,247	\$5,853
255-Repair & maintenance - vehicles	\$5,600	\$1,403	\$4,197
258-Contract graders			\$0
259-Repair & maintenance - structural	\$500	\$341	\$159
262-Rental - building and land		\$30	(\$30)
263-Rental - vehicle and equipment	\$29,494	\$14,867	\$14,627
266-Communications	\$51,660	\$39,196	\$12,464
271-Licenses and permits		\$112	(\$112)
274-Insurance	\$106,711	\$101,306	\$5,405
342-Assessor fees	\$282,502	\$152,049	\$130,453
511-Goods and supplies	\$90,500	\$51,137	\$39,363
521-Fuel and oil	\$20,600	\$17,794	\$2,806
994-Change in Inventory			\$0
543-Natural gas	\$18,516	\$19,686	(\$1,170)
544-Electrical power	\$81,058	\$72,382	\$8,676
710-Grants to local governments	\$2,250,000	\$2,250,000	\$0
763/764-Contributed to Reserve	\$169,450		\$169,450
810-Interest and service charges	\$21,000	\$17,961	\$3,039
831-Interest - long term debt			\$0
832-Principle - Long term debt			\$0
921-Bad Debt	\$1,500,000		\$1,500,000
Non-TCA projects	\$125,000	\$211,221	(\$86,221)
TOTAL EXPENSES	\$7,684,950	\$4,972,624	\$2,712,326
Excluding Requisitions	\$7,684,950	\$4,972,624	\$2,712,326
995-Amortization of TCA	\$347,368		\$347,368
TOTAL EXPENSES	\$8,032,318	\$4,990,227	\$3,042,090
EXCESS (DEFICIENCY)	(\$6,639,466)	(\$4,174,103)	(\$2,465,363)

	2022 Budget	2022 Actual Total	\$ Variance (Remaining)
OPERATING REVENUES			
420-Sales of goods and services	\$173,900	\$31,653	\$142,247
630-Sale of non-TCA equipment			\$0
840-Provincial grants			\$0
909-Other Sources -Grants	\$15,000		\$15,000
930-Contribution from Operating Reserves	\$15,000		\$15,000
TOTAL REVENUE	\$203,900	\$31,653	\$172,247
Excluding Requisitions	\$203,900	\$31,653	\$172,247
OPERATING EXPENSES			
110-Wages and salaries	\$44,925	\$36,091	\$8,834
132-Benefits	\$7,618	\$6,516	\$1,102
136-WCB contributions	\$782	\$319	\$463
151-Honoraria	\$111,800	\$34,704	\$77,096
211-Travel and subsistence	\$5,950	\$8,978	(\$3,028)
214-Memberships & conference fees	\$3,630	\$0	\$3,630
215-Freight	\$1,000	\$1,512	(\$512)
216-Postage			\$0
217-Telephone	\$27,440	\$22,868	\$4,572
221-Advertising			\$0
235-Professional fee			\$0
239-Training and education	\$44,420	\$4,315	\$40,105
252-Repair & maintenance - buildings	\$10,500	\$9,021	\$1,479
253-Repair & maintenance - equipment	\$29,600	\$20,252	\$9,348
255-Repair & maintenance - vehicles	\$8,700	\$6,077	\$2,623
258-Contract graders	\$17,000	\$5,219	\$11,781
259-Repair & maintenance - structural	\$1,500		\$1,500
263-Rental - vehicle and equipment	\$27,000	\$23,094	\$3,906
266-Communications	\$69,012	\$47,702	\$21,310
271-Licenses and permits	\$4,000		\$4,000
272-Damage claims		\$385	(\$385)
274-Insurance	\$48,867	\$41,616	\$7,251
511-Goods and supplies	\$113,274	\$28,686	\$84,588
521-Fuel and oil	\$17,000	\$13,392	\$3,608
543-Natural gas	\$14,166	\$13,814	\$352
544-Electrical power	\$16,707	\$14,712	\$1,995
Non-TCA projects	\$30,000		\$30,000
TOTAL EXPENSES	\$654,891	\$339,273	\$315,618
Excluding Requisitions	\$654,891	\$339,273	\$315,618
995-Amortization of TCA	\$202,247		\$202,247
TOTAL EXPENSES	\$857,138	\$339,273	\$517,865
EXCESS (DEFICIENCY)	(\$653,238)	(\$307,620)	(\$345,618)

Mackenzie County
25-Ambulance/Municipal Emergency

	2022 Budget	2022 Actual Total	\$ Variance (Remaining)
OPERATING REVENUES			
560-Rental and lease revenue	\$40,500	\$30,375	\$10,125
TOTAL REVENUE	\$40,500	\$30,375	\$10,125
Excluding Requisitions	\$40,500	\$30,375	\$10,125
OPERATING EXPENSES			
252-Repair & maintenance - buildings	\$7,000	\$4,614	\$2,386
274-Insurance	\$3,434	\$1,715	\$1,719
TOTAL EXPENSES	\$10,434	\$6,329	\$4,105
Excluding Requisitions	\$10,434	\$6,329	\$4,105
995-Amortization of TCA	\$12,328		\$12,328
TOTAL EXPENSES	\$22,762	\$6,329	\$16,433
EXCESS (DEFICIENCY)	\$17,738	\$24,046	(\$6,308)

Mackenzie County
26-Enforcement Services

	2022	2022 Actual	\$ Variance
	Budget	Total	(Remaining)
OPERATING REVENUES			
520-Licenses and permits	\$1,000		\$1,000
530-Fines	\$9,000	\$7,360	\$1,640
560-Rental and lease revenue	\$13,827	\$12,675	\$1,152
630-Sale of non-TCA equipment			\$0
TOTAL REVENUE	\$23,827	\$20,035	\$3,792
Excluding Requisitions	\$23,827	\$20,035	\$3,792
OPERATING EXPENSES			
110-Wages and salaries	\$14,975	\$12,030	\$2,945
132-Benefits	\$2,539	\$2,172	\$367
136-WCB contributions	\$261	\$106	\$155
211-Travel and subsistence	\$7,000	\$711	\$6,289
214-Memberships & conference fees		\$375	(\$375)
215-Freight			\$0
217-Telephone	\$1,200		\$1,200
223-Subscriptions and publications	\$1,300	\$2,439	(\$1,139)
235-Professional fee	\$2,000	\$180	\$1,820
236-Enhanced policing fee	\$531,924	\$97,186	\$434,738
239-Training and education	\$8,000	\$6,544	\$1,456
252-Repair & maintenance - buildings	\$12,050	\$6,736	\$5,314
255-Repair & maintenance - vehicles			\$0
258-Contract graders	\$8,000	\$3,600	\$4,400
266-Communications	\$500	\$480	\$20
274-Insurance	\$6,240	\$5,200	\$1,040
511-Goods and supplies	\$500	\$574	(\$74)
521-Fuel and oil	\$500	\$915	(\$415)
TOTAL EXPENSES	\$596,989	\$139,249	\$457,740
Excluding Requisitions	\$596,989	\$139,249	\$457,740
995-Amortization of TCA	\$565		\$565
TOTAL EXPENSES	\$597,554	\$139,249	\$458,305
EXCESS (DEFICIENCY)	(\$573,727)	(\$119,215)	(\$454,512)

	2022	2022 Actual	\$ Variance
	Budget	Total	(Remaining)
OPERATING REVENUES			
124-Frontage	\$81,100	\$34,910	\$46,190
261-Ice Bridge	\$140,000	\$135,000	\$5,000
420-Sales of goods and services	\$291,570	\$212,959	\$78,611
520-Licenses and permits	\$4,000	\$3,659	\$341
521-Offsite levy			\$0
570-Insurance proceeds			\$0
597-Other revenue			\$0
630-Sale of non-TCA equipment		\$150	(\$150)
830-Federal grants			\$0
840-Provincial grants	\$121,262	\$121,262	\$0
930-Contribution from Operating Reserves	\$2,155,183		\$2,155,183
TOTAL REVENUE	\$2,793,115	\$507,939	\$2,285,176
Excluding Requisitions	\$2,793,115	\$507,939	\$2,285,176
OPERATING EXPENSES			
110-Wages and salaries	\$2,633,342	\$2,144,960	\$488,382
132-Benefits	\$486,010	\$365,526	\$120,484
136-WCB contributions	\$44,488	\$18,086	\$26,402
142-Recruiting			\$0
150-Isolation cost	\$14,400	\$11,656	\$2,744
211-Travel and subsistence	\$15,000	\$23,672	(\$8,672)
214-Memberships & conference fees	\$12,450	\$715	\$11,735
215-Freight	\$20,000	\$44,556	(\$24,556)
217-Telephone	\$15,180	\$11,717	\$3,463
221-Advertising	\$900	\$900	\$0
223-Subscriptions and publications	\$2,000	\$3,288	(\$1,288)
232-Legal fee			\$0
233-Engineering consulting	\$90,000	\$88,262	\$1,738
235-Professional fee	\$10,000	\$5,187	\$4,813
239-Training and education	\$6,000	\$11,479	(\$5,479)
251-Repair & maintenance - bridges	\$159,500	\$103,003	\$56,497
252-Repair & maintenance - buildings	\$28,390	\$24,134	\$4,256
253-Repair & maintenance - equipment	\$177,000	\$183,096	(\$6,096)
255-Repair & maintenance - vehicles	\$52,400	\$38,750	\$13,650
258-Contract graders	\$260,000	\$124,588	\$135,412
259-Repair & maintenance - structural	\$905,050	\$369,765	\$535,285
261-Ice bridge construction	\$125,000	\$117,521	\$7,479
262-Rental - building and land	\$3,150	\$6,545	(\$3,395)
263-Rental - vehicle and equipment	\$5,000	\$206	\$4,794
266-Communications	\$11,340	\$9,644	\$1,696
271-Licenses and permits	\$7,225	\$345	\$6,880
272-Damage claims		\$4,826	(\$4,826)
274-Insurance	\$179,782	\$154,070	\$25,712
511-Goods and supplies	\$371,239	\$686,527	(\$315,288)
521-Fuel and oil	\$540,000	\$419,132	\$120,868
531-Chemicals and salt	\$165,000	\$38,206	\$126,794
532-Calcium Dust Control	\$890,000	\$940,469	(\$50,469)
533-Grader blades	\$143,000	\$59,994	\$83,006
534-Gravel (apply; supply and apply)	\$3,568,583	\$2,962,429	\$606,154
994-Change in Inventory	\$300,000		\$300,000
543-Natural gas	\$14,201	\$14,093	\$108
544-Electrical power	\$274,685	\$218,846	\$55,839
550-Carbon Tax	\$104,000	\$117,146	(\$13,146)
763/764-Contributed to Reserve	\$633,228		\$633,228
831-Interest - long term debt	\$345,554	\$174,124	\$171,430
832-Principle - Long term debt	\$1,006,843	\$714,575	\$292,268
921-Bad Debt			\$0
Non-TCA projects	\$6,600	\$736,977	(\$730,377)
TOTAL EXPENSES	\$13,626,540	\$10,949,013	\$2,677,527
Excluding Requisitions	\$13,626,540	\$10,949,013	\$2,677,527
995-Amortization of TCA	\$6,709,150		\$6,709,150
TOTAL EXPENSES	\$20,335,690	\$10,949,013	\$9,386,677
EXCESS (DEFICIENCY)	(\$17,542,575)	(\$10,441,074)	(\$7,101,501)

	2022	2022 Actual	\$ Variance
	Budget	Total	(Remaining)
OPERATING REVENUES			
420-Sales of goods and services	\$27,500	\$21,056	\$6,444
560-Rental and lease revenue	\$34,542	\$41,588	(\$7,046)
597-Other revenue			\$0
930-Contribution from Operating Reserves	\$32,708		\$32,708
TOTAL REVENUE	\$94,750	\$62,644	\$32,106
Excluding Requisitions	\$94,750	\$62,644	\$32,106
OPERATING EXPENSES			
110-Wages and salaries	\$39,008	\$21,436	\$17,572
132-Benefits	\$7,947	\$2,994	\$4,953
136-WCB contributions	\$680	\$277	\$403
211-Travel and subsistence	\$4,000		\$4,000
214-Memberships & conference fees	\$4,500	\$200	\$4,300
215-Freight	\$1,000		\$1,000
223-Subscriptions and publications	\$300		\$300
235-Professional fee	\$10,000	\$2,400	\$7,600
239-Training and education	\$3,200		\$3,200
252-Repair & maintenance - buildings	\$3,500		\$3,500
253-Repair & maintenance - equipment	\$32,000	\$840	\$31,160
255-Repair & maintenance - vehicles	\$3,300		\$3,300
259-Repair & maintenance - structural	\$26,200		\$26,200
262-Rental - building and land	\$60,000	\$45,000	\$15,000
266-Communications	\$4,880	\$1,298	\$3,582
271-Licenses and permits	\$1,725		\$1,725
274-Insurance	\$7,027	\$5,969	\$1,058
511-Goods and supplies	\$1,000	\$3,930	(\$2,930)
521-Fuel and oil	\$1,700	\$798	\$902
531-Chemicals and salt	\$17,500	\$6,347	\$11,153
994-Change in Inventory			\$0
543-Natural gas	\$3,642	\$3,351	\$291
544-Electrical power	\$26,579	\$28,362	(\$1,783)
Non-TCA projects	\$32,708		\$32,708
TOTAL EXPENSES	\$292,396	\$123,204	\$169,192
Excluding Requisitions	\$292,396	\$123,204	\$169,192
995-Amortization of TCA	\$196,006		\$196,006
TOTAL EXPENSES	\$488,402	\$123,204	\$365,199
EXCESS (DEFICIENCY)	(\$393,652)	(\$60,560)	(\$333,092)

	2022	2022 Actual	\$ Variance
	Budget	Total	(Remaining)
OPERATING REVENUES			
124-Frontage	\$5,950	\$5,926	\$24
420-Sales of goods and services	\$68,500	\$57,684	\$10,816
421-Sale of water - metered	\$2,392,568	\$1,987,599	\$404,969
422-Sale of water - bulk	\$928,708	\$980,294	(\$51,586)
511-Penalties of AR and utilities	\$12,000	\$17,755	(\$5,755)
521-Offsite levy	\$20,000	\$175,910	(\$155,910)
597-Other revenue		\$1,088	(\$1,088)
630-Sale of non-TCA equipment			\$0
909-Other Sources -Grants			\$0
930-Contribution from Operating Reserves	\$220,080		\$220,080
TOTAL REVENUE	\$3,647,806	\$3,226,255	\$421,551
Excluding Requisitions	\$3,647,806	\$3,226,255	\$421,551
OPERATING EXPENSES			
110-Wages and salaries	\$542,765	\$404,745	\$138,020
132-Benefits	\$94,871	\$70,537	\$24,334
136-WCB contributions	\$12,939	\$3,860	\$9,079
150-Isolation cost	\$8,640	\$10,135	(\$1,495)
211-Travel and subsistence	\$44,600	\$10,059	\$34,541
214-Memberships & conference fees	\$3,020	\$1,680	\$1,340
215-Freight	\$60,100	\$41,592	\$18,508
216-Postage	\$31,500	\$31,502	(\$2)
217-Telephone	\$18,000	\$12,258	\$5,742
221-Advertising	\$500	\$500	\$0
233-Engineering consulting	\$26,000	\$11,337	\$14,664
235-Professional fee			\$0
239-Training and education	\$8,750	\$1,766	\$6,984
242-Computer programming	\$7,500	\$3,608	\$3,892
252-Repair & maintenance - buildings	\$15,900	\$9,713	\$6,187
253-Repair & maintenance - equipment	\$73,950	\$53,724	\$20,226
255-Repair & maintenance - vehicles	\$10,800	\$19,881	(\$9,081)
258-Contract graders	\$77,600	\$61,967	\$15,633
259-Repair & maintenance - structural	\$69,700	\$56,591	\$13,109
262-Rental - building and land	\$1,500	\$2,000	(\$500)
263-Rental - vehicle and equipment	\$1,500	\$3,700	(\$2,200)
266-Communications	\$2,000	\$1,051	\$949
271-Licenses and permits	\$950	\$351	\$599
272-Damage claims		\$3,086	(\$3,086)
274-Insurance	\$136,369	\$124,927	\$11,443
511-Goods and supplies	\$302,300	\$192,563	\$109,737
515-Lab Testing	\$45,000	\$37,694	\$7,306
521-Fuel and oil	\$46,000	\$40,930	\$5,070
531-Chemicals and salt	\$143,300	\$97,135	\$46,165
994-Change in Inventory			\$0
543-Natural gas	\$71,997	\$73,998	(\$2,001)
544-Electrical power	\$276,800	\$226,185	\$50,615
763/764-Contributed to Reserve	\$1,066,043		\$1,066,043
831-Interest - long term debt	\$11,719	\$11,719	(\$0)
832-Principle - Long term debt	\$215,113	\$215,113	(\$0)
921-Bad Debt			\$0
Non-TCA projects	\$220,080	\$9,101	\$210,979
TOTAL EXPENSES	\$3,647,806	\$1,845,004	\$1,802,802
Excluding Requisitions	\$3,647,806	\$1,845,004	\$1,802,802
995-Amortization of TCA	\$1,405,945		\$1,405,945
TOTAL EXPENSES	\$5,053,751	\$1,845,004	\$3,208,747
EXCESS (DEFICIENCY)	(\$1,405,945)	\$1,381,250	(\$2,787,196)

	2022	2022 Actual	\$ Variance
	Budget	Total	(Remaining)
OPERATING REVENUES			
124-Frontage	\$12,400	\$12,369	\$31
420-Sales of goods and services			\$0
421-Sale of water - metered	\$1,137,107	\$856,364	\$280,743
422-Sale of water - bulk	\$8,900	\$7,650	\$1,250
930-Contribution from Operating Reserves			\$0
TOTAL REVENUE	\$1,158,407	\$876,383	\$282,024
Excluding Requisitions	\$1,158,407	\$876,383	\$282,024
OPERATING EXPENSES			
110-Wages and salaries	\$358,918	\$240,212	\$118,706
132-Benefits	\$65,614	\$46,532	\$19,082
136-WCB contributions	\$8,724	\$2,388	\$6,336
150-Isolation cost	\$5,760	\$6,757	(\$997)
215-Freight	\$3,250	\$579	\$2,671
232-Legal fee		\$703	(\$703)
233-Engineering consulting	\$6,000		\$6,000
252-Repair & maintenance - buildings	\$1,750	\$304	\$1,446
253-Repair & maintenance - equipment	\$64,100	\$69,875	(\$5,775)
259-Repair & maintenance - structural	\$140,650	\$100,286	\$40,364
263-Rental - vehicle and equipment	\$2,000		\$2,000
271-Licenses and permits	\$100		\$100
274-Insurance	\$12,461	\$10,604	\$1,857
511-Goods and supplies	\$10,500	\$3,048	\$7,452
515-Lab Testing	\$5,500	\$860	\$4,640
521-Fuel and oil			\$0
531-Chemicals and salt	\$36,000	\$20,417	\$15,583
543-Natural gas	\$4,715	\$3,833	\$882
544-Electrical power	\$26,522	\$24,532	\$1,990
763/764-Contributed to Reserve	\$375,576		\$375,576
831-Interest - long term debt	\$7,789	\$4,308	\$3,481
832-Principle - Long term debt	\$22,478	\$16,780	\$5,698
Non-TCA projects			\$0
TOTAL EXPENSES	\$1,158,407	\$552,017	\$606,390
Excluding Requisitions	\$1,158,407	\$552,017	\$606,390
995-Amortization of TCA	\$698,464		\$698,464
TOTAL EXPENSES	\$1,856,871	\$552,017	\$1,304,853
EXCESS (DEFICIENCY)	(\$698,464)	\$324,365	(\$1,022,829)

Mackenzie County
43-Solid Waste Disposal

	2022	2022 Actual	\$ Variance
	Budget	Total	(Remaining)
OPERATING REVENUES			
420-Sales of goods and services	\$297,000	\$212,113	\$84,887
930-Contribution from Operating Reserves			\$0
TOTAL REVENUE	\$297,000	\$212,113	\$84,887
Excluding Requisitions	\$297,000	\$212,113	\$84,887
OPERATING EXPENSES			
110-Wages and salaries	\$58,938	\$43,747	\$15,191
132-Benefits	\$10,270	\$8,742	\$1,528
136-WCB contributions	\$1,028	\$584	\$444
214-Memberships & conference fees		\$345	(\$345)
215-Freight			\$0
221-Advertising	\$800	\$220	\$580
235-Professional fee			\$0
243-Waste Management	\$527,000	\$351,791	\$175,209
252-Repair & maintenance - buildings	\$5,400	\$2,185	\$3,215
253-Repair & maintenance - equipment	\$8,750	\$173	\$8,577
258-Contract graders	\$136,702	\$115,904	\$20,798
259-Repair & maintenance - structural	\$31,600	\$2,905	\$28,695
271-Licenses and permits		\$50	(\$50)
274-Insurance	\$5,645	\$1,977	\$3,668
511-Goods and supplies	\$2,100	\$1,524	\$576
521-Fuel and oil	\$7,000	\$6,752	\$248
544-Electrical power	\$13,510	\$12,897	\$613
810-Interest and service charges	\$1,360	\$1,030	\$330
TOTAL EXPENSES	\$810,103	\$550,825	\$259,278
Excluding Requisitions	\$810,103	\$550,825	\$259,278
995-Amortization of TCA	\$20,137		\$20,137
TOTAL EXPENSES	\$830,240	\$550,825	\$279,415
EXCESS (DEFICIENCY)	(\$533,240)	(\$338,712)	(\$194,528)

Mackenzie County
51-Family Community Services

	2022 Budget	2022 Actual Total	\$ Variance (Remaining)
OPERATING REVENUES			
597-Other revenue	\$13,662		\$13,662
840-Provincial grants	\$298,682	\$298,682	\$0
909-Other Sources -Grants	\$15,000		\$15,000
TOTAL REVENUE	\$327,344	\$298,682	\$28,662
Excluding Requisitions	\$327,344	\$298,682	\$28,662
OPERATING EXPENSES			
255-Repair & maintenance - vehicles		\$106	(\$106)
274-Insurance	\$47	\$354	(\$307)
735-Grants to other organizations	\$851,800	\$767,051	\$84,749
763/764-Contributed to Reserve	\$13,662		\$13,662
TOTAL EXPENSES	\$865,509	\$767,511	\$97,998
Excluding Requisitions	\$865,509	\$767,511	\$97,998
TOTAL EXPENSES	\$865,509	\$767,511	\$97,998
EXCESS (DEFICIENCY)	(\$538,165)	(\$468,829)	(\$69,336)

	2022	2022 Actual	\$ Variance
	Budget	Total	(Remaining)
OPERATING REVENUES			
420-Sales of goods and services	\$19,000	\$30,206	(\$11,206)
520-Licenses and permits	\$50,000	\$46,471	\$3,529
526-Safety code permits	\$300,000	\$206,966	\$93,034
525-Subdivision fees		\$0	\$0
531-Safety code fees	\$8,000	\$9,045	(\$1,045)
560-Rental and lease revenue		\$3,337	(\$3,337)
597-Other revenue			\$0
830-Federal grants			\$0
840-Provincial grants			\$0
930-Contribution from Operating Reserves	\$362,385		\$362,385
TOTAL REVENUE	\$739,385	\$296,025	\$443,360
Excluding Requisitions	\$739,385	\$296,025	\$443,360
OPERATING EXPENSES			
110-Wages and salaries	\$676,471	\$489,168	\$187,303
132-Benefits	\$136,742	\$103,081	\$33,661
136-WCB contributions	\$11,004	\$4,810	\$6,194
142-Recruiting			\$0
211-Travel and subsistence	\$5,500	\$2,400	\$3,100
212-Promotional expense	\$2,000	\$777	\$1,223
214-Memberships & conference fees	\$1,880	\$2,600	(\$720)
215-Freight	\$3,000	\$1,808	\$1,192
216-Postage	\$4,000	\$4,000	\$0
217-Telephone	\$1,080	\$746	\$334
221-Advertising	\$3,000	\$3,000	\$0
232-Legal fee		\$2,775	(\$2,775)
233-Engineering consulting		\$1,688	(\$1,688)
235-Professional fee	\$20,000	\$17,996	\$2,004
239-Training and education	\$4,400	\$0	\$4,400
242-Computer programming	\$73,875	\$27,754	\$46,121
255-Repair & maintenance - vehicles	\$1,800	\$148	\$1,652
258-Contract graders	\$180,000	\$192,339	(\$12,339)
263-Rental - vehicle and equipment	\$12,000	\$8,934	\$3,066
271-Licenses and permits	\$8,000	\$7,977	\$23
274-Insurance	\$5,060	\$4,207	\$853
511-Goods and supplies	\$12,000	\$15,267	(\$3,267)
521-Fuel and oil	\$2,500	\$2,739	(\$239)
Non-TCA projects	\$362,384	\$49,974	\$312,410
TOTAL EXPENSES	\$1,526,696	\$944,189	\$582,507
Excluding Requisitions	\$1,526,696	\$944,189	\$589,257
995-Amortization of TCA	\$11,998		\$11,998
TOTAL EXPENSES	\$1,538,694	\$944,189	\$594,506
EXCESS (DEFICIENCY)	(\$799,309)	(\$648,164)	(\$151,145)

	2022 Budget	2022 Actual Total	\$ Variance (Remaining)
OPERATING REVENUES			
420-Sales of goods and services	\$6,200	\$7,258	(\$1,058)
560-Rental and lease revenue	\$30,958	(\$14,531)	\$45,489
840-Provincial grants	\$133,907	\$133,907	\$0
909-Other Sources -Grants	\$38,566	\$37,066	\$1,500
930-Contribution from Operating Reserves	\$89,055		\$89,055
TOTAL REVENUE	\$298,686	\$163,699	\$134,987
Excluding Requisitions	\$298,686	\$163,699	\$134,987
OPERATING EXPENSES			
110-Wages and salaries	\$252,832	\$253,035	(\$203)
132-Benefits	\$45,398	\$44,995	\$403
136-WCB contributions	\$4,425	\$1,798	\$2,627
211-Travel and subsistence	\$9,940	\$3,662	\$6,278
212-Promotional expense	\$2,000	\$1,592	\$408
214-Memberships & conference fees	\$2,870	\$1,060	\$1,810
215-Freight			\$0
217-Telephone	\$2,760	\$1,860	\$900
221-Advertising	\$500	\$229	\$271
232-Legal fee			\$0
233-Engineering consulting	\$20,000	\$10,861	\$9,139
235-Professional fee	\$65,600	\$61,921	\$3,679
239-Training and education	\$1,050	\$385	\$665
242-Computer programming	\$9,000		\$9,000
252-Repair & maintenance - buildings	\$500		\$500
253-Repair & maintenance - equipment	\$6,500	\$1,135	\$5,365
255-Repair & maintenance - vehicles	\$7,200	\$3,524	\$3,676
258-Contract graders			\$0
259-Repair & maintenance - structural	\$276,500	\$296,618	(\$20,118)
260-Roadside Mowing & Spraying	\$415,133	\$390,103	\$25,030
263-Rental - vehicle and equipment	\$22,136	\$19,968	\$2,168
274-Insurance	\$17,000	\$14,661	\$2,339
511-Goods and supplies	\$10,900	\$8,165	\$2,735
521-Fuel and oil	\$10,000	\$12,233	(\$2,233)
531-Chemicals and salt	\$95,000	\$93,966	\$1,034
994-Change in Inventory			\$0
735-Grants to other organizations	\$148,500	\$136,910	\$11,590
763/764-Contributed to Reserve			\$0
Non-TCA projects	\$81,221	\$30,856	\$50,365
TOTAL EXPENSES	\$1,506,965	\$1,389,539	\$117,426
Excluding Requisitions	\$1,506,965	\$1,389,539	\$117,426
995-Amortization of TCA	\$46,113		\$46,113
TOTAL EXPENSES	\$1,553,078	\$1,389,539	\$163,539
EXCESS (DEFICIENCY)	(\$1,254,392)	(\$1,225,840)	(\$28,552)

	2022 Budget	2022 Actual Total	\$ Variance (Remaining)
OPERATING REVENUES			
424-Sale of land	\$10,000		\$10,000
522-Municipal reserve revenue	\$150,000	\$77,213	\$72,787
525-Subdivision fees	\$75,000	\$59,266	\$15,734
597-Other revenue			\$0
TOTAL REVENUE	\$235,000	\$136,479	\$98,521
Excluding Requisitions	\$235,000	\$136,479	\$98,521
OPERATING EXPENSES			
110-Wages and salaries	\$212,675	\$215,709	(\$3,034)
132-Benefits	\$39,793	\$43,645	(\$3,852)
136-WCB contributions	\$3,424	\$1,512	\$1,912
211-Travel and subsistence	\$2,000	\$1,187	\$813
214-Memberships & conference fees	\$1,425	\$125	\$1,300
216-Postage	\$2,000	\$2,000	\$0
217-Telephone	\$960	\$514	\$446
233-Engineering consulting	\$30,000	\$17,645	\$12,355
235-Professional fee	\$25,000	\$10,797	\$14,203
239-Training and education	\$2,000	\$70	\$1,930
263-Rental - vehicle and equipment	\$5,400	\$4,950	\$450
511-Goods and supplies	\$4,000	\$1,038	\$2,962
763/764-Contributed to Reserve	\$150,000		\$150,000
TOTAL EXPENSES	\$478,677	\$299,193	\$179,484
Excluding Requisitions	\$478,677	\$299,193	\$179,484
TOTAL EXPENSES	\$478,677	\$299,193	\$179,484
EXCESS (DEFICIENCY)	(\$243,677)	(\$162,714)	(\$80,963)

Mackenzie County
71-Recreation Department

	<u>2022</u>	<u>2022 Actual</u>	<u>\$ Variance</u>
	<u>Budget</u>	<u>Total</u>	<u>(Remaining)</u>
OPERATING REVENUES			
930-Contribution from Operating Reserves	\$6,000		\$6,000
940-Contribution from Capital Reserves			\$0
TOTAL REVENUE	\$6,000	\$0	\$6,000
Excluding Requisitions	\$6,000	\$0	\$6,000
OPERATING EXPENSES			
252-Repair & maintenance - buildings			\$0
274-Insurance	\$54,383	\$57,259	(\$2,876)
511-Goods and supplies		\$0	\$0
544-Electrical power		\$0	\$0
735-Grants to other organizations	\$1,066,788	\$1,039,644	\$27,144
831-Interest - long term debt	\$1,600	\$1,047	\$553
832-Principle - Long term debt	\$112,024	\$112,024	(\$0)
Non-TCA projects			\$0
TOTAL EXPENSES	\$1,234,795	\$1,209,974	\$24,821
Excluding Requisitions	\$1,234,795	\$1,209,974	\$24,821
995-Amortization of TCA	\$486,433		\$486,433
TOTAL EXPENSES	\$1,721,228	\$1,209,974	\$511,254
EXCESS (DEFICIENCY)	(\$1,715,228)	(\$1,209,974)	(\$505,254)

	2022 Budget	2022 Actual Total	\$ Variance (Remaining)
OPERATING REVENUES			
420-Sales of goods and services	\$91,000	\$40,146	\$50,854
630-Sale of non-TCA equipment			\$0
930-Contribution from Operating Reserves	\$34,400		\$34,400
940-Contribution from Capital Reserves			\$0
TOTAL REVENUE	\$125,400	\$40,146	\$85,254
Excluding Requisitions	\$125,400	\$40,146	\$85,254
OPERATING EXPENSES			
110-Wages and salaries	\$144,283	\$88,003	\$56,280
132-Benefits	\$22,650	\$17,462	\$5,188
136-WCB contributions	\$2,524	\$1,026	\$1,498
150-Isolation cost			\$0
211-Travel and subsistence	\$2,400	\$618	\$1,782
214-Memberships & conference fees	\$1,720		\$1,720
215-Freight	\$1,100		\$1,100
217-Telephone	\$500	\$1,078	(\$578)
221-Advertising	\$1,700	\$1,700	\$0
233-Engineering consulting	\$20,000	\$9,896	\$10,104
235-Professional fee	\$100		\$100
239-Training and education	\$2,200		\$2,200
252-Repair & maintenance - buildings	\$9,000	\$527	\$8,473
253-Repair & maintenance - equipment	\$8,950	\$1,763	\$7,187
255-Repair & maintenance - vehicles	\$12,600	\$5,213	\$7,387
258-Contract graders	\$97,000	\$81,015	\$15,985
259-Repair & maintenance - structural	\$94,000	\$64,347	\$29,653
263-Rental - vehicle and equipment			\$0
266-Communications	\$1,000		\$1,000
271-Licenses and permits	\$1,000		\$1,000
272-Damage claims		\$577	(\$577)
274-Insurance	\$3,122	\$2,811	\$311
511-Goods and supplies	\$35,300	\$20,889	\$14,411
521-Fuel and oil	\$400	\$33	\$367
534-Gravel (apply; supply and apply)	\$10,000		\$10,000
994-Change in Inventory			\$0
543-Natural gas	\$776	\$582	\$194
544-Electrical power	\$1,232	\$1,551	(\$319)
Non-TCA projects	\$24,400	\$15,386	\$9,014
TOTAL EXPENSES	\$497,957	\$314,477	\$183,480
Excluding Requisitions	\$497,957	\$314,477	\$183,480
995-Amortization of TCA	\$113,638		\$113,638
TOTAL EXPENSES	\$611,595	\$314,477	\$297,118
EXCESS (DEFICIENCY)	(\$486,195)	(\$274,331)	(\$211,864)

	2022	2022 Actual	\$ Variance
	Budget	Total	(Remaining)
OPERATING REVENUES			
<hr/>			
<hr/>			
OPERATING EXPENSES			
212-Promotional expense	\$11,000	\$4,834	\$6,166
214-Memberships & conference fees	\$12,500	\$12,500	\$0
221-Advertising	\$5,000	\$4,800	\$200
511-Goods and supplies			\$0
TOTAL EXPENSES	\$28,500	\$22,134	\$6,366
Excluding Requisitions	\$28,500	\$22,134	\$6,366
<hr/>			
TOTAL EXPENSES	\$28,500	\$22,134	\$6,366
EXCESS (DEFICIENCY)	(\$28,500)	(\$22,134)	(\$6,366)

	2022	2022 Actual	\$ Variance
	Budget	Total	(Remaining)
OPERATING REVENUES			
940-Contribution from Capital Reserves	\$20,000		\$20,000
TOTAL REVENUE	\$20,000	\$0	\$20,000
Excluding Requisitions	\$20,000	\$0	\$20,000
OPERATING EXPENSES			
252-Repair & maintenance - buildings	\$2,500		\$2,500
274-Insurance	\$2,192	\$3,045	(\$853)
735-Grants to other organizations	\$262,059	\$256,080	\$5,979
Non-TCA projects	\$20,000		\$20,000
TOTAL EXPENSES	\$286,751	\$259,124	\$27,627
Excluding Requisitions	\$286,751	\$259,124	\$27,627
TOTAL EXPENSES	\$286,751	\$259,124	\$27,627
EXCESS (DEFICIENCY)	(\$266,751)	(\$259,124)	(\$7,627)

Investment Report for Period Ending September 30, 2022

Reconciled Bank Balance on September 30, 2022		
Reconciled Bank Balance	30-Sep-22	\$ 11,722,496
Investment Values on September 30, 2022		
Short term T-Bill (1044265-26)	\$ 254,477.63	
Long term investments (EM0-0374-A)	\$ 8,787,635.79	
Short term notice on amount 31 days	\$ 6,236,406.16	
Short term notice on amount 31 days (Mitigation)	\$ 6,850,196.49	
Short term notice on amount 60 days	\$ 4,055,358.78	
Short term notice on amount 90 days	\$ 2,065,883.90	
90 Day Non Redeemable GIC	\$ 4,014,926.03	
90 Day Non-Redeemable GIC	\$ 4,000,000.00	
Vision Credit Union - 2 year	\$ 2,197,694.07	
Total Investments		\$ 38,462,579
Total Bank Balance and Investments		\$ 50,185,075

These balances include 'market value changes'.

Revenues

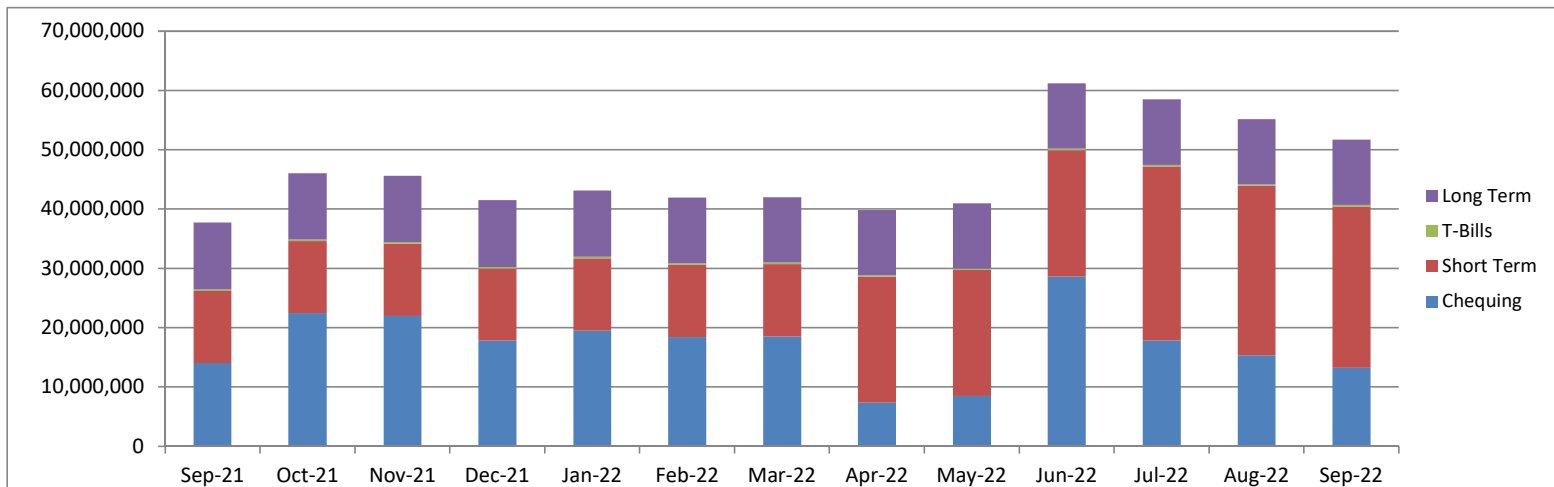
Interest received from investments
Interest accrued from investments but not received.

<i>Total YTD</i>	<i>Short Term YTD</i>	<i>Long Term YTD</i>
\$ 329,975.10	\$ 153,613.47	\$ 176,361.63
\$ 105,545.01	\$ -	\$ 105,545.01
\$ 435,520.11	\$ 153,613.47	\$ 281,906.64

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

\$ 242,078.38	\$ 242,078.38	
\$ 677,598.49	\$ 395,691.85	\$ 281,906.64
\$ (17,597.69)		\$ (17,597.69)
\$ 660,000.80	\$ 395,691.85	\$ 264,308.95

Balances in the Various Accounts - Last 13 Months



MACKENZIE COUNTY

ONE TIME Projects 2022 INCLUDING CARRY FORWARDS

Project Description	TOTAL PROJECT BUDGET	2022 BUDGET	TOTAL COSTS	2022 COSTS	2022 REMAINING BUDGET	External Funding			Internal Funding		Notes	
						CCBF Grant	MSI Grant	Other Grant	Other Sources (non-grant)	Municipal levy		Restricted Surplus (previous years)
(12) - Administration Department												
EV - Asset Management (2021)	125,000	125,000	1,752	1,752	123,248	-	-	50,000	-	75,000	GOR CM 21-09-640	125,000
Total department 12	125,000	125,000	1,752	1,752	123,248	-	-	50,000	-	75,000	GOR	125,000
(23) - Fire Department												
EV - Fire Dept Training Props (2018)	30,000	30,000	-	-	30,000	-	-	-	15,000	15,000	GOR 50/50 RFD	30,000
Total department 23	30,000	30,000	-	-	30,000	-	-	-	15,000	15,000	GOR	30,000
(32) - Public Works												
EV - Repair Shop Operations Fence	6,600	6,600	5,850	5,850	750	-	-	-	-	6,600	GOR	6,600
Total department 32	6,600	6,600	5,850	5,850	750	-	-	-	-	6,600	GOR	6,600
(33) - Airport												
Airport Master Plan (CF 2016)	75,000	32,707	42,293	-	32,707	-	-	-	-	32,708	GOR	32,708
Total department 33	75,000	32,707	42,293	-	32,707	-	-	-	-	32,708	GOR	32,708
(41) - Water												
LC - La Crete Future Water Supply Concept (2018)	200,000	190,910	9,090	-	190,910	-	-	-	-	190,910	GOR	190,910
Water Diversion License Review	55,000	29,170	34,931	9,101	20,069	-	-	-	-	29,170	GOR	29,170
Total department 41	255,000	220,080	44,021	9,101	210,979	-	-	-	-	220,080	GOR CM 21-12-837 ADDED \$10k from GOR	220,080
(61) - Planning & Development Department												
Municipal Development Plan	305,000	36,384	295,280	26,644	9,720	-	-	-	-	36,385	GOR 20-08-494	36,385
LC - Atlas Landing Dispositions (2022)	25,000	25,000	23,310	1,690	-	-	-	-	-	25,000	GOR	25,000
LC - Storm Water Plan (2022)	151,000	151,000	-	-	151,000	-	-	-	-	151,000	MR	151,000
La Crete Area Structure Plan (2022)	150,000	150,000	-	-	150,000	-	-	-	-	150,000	MR	150,000
Total department 61	631,000	362,384	318,590	49,974	312,410	-	-	-	-	362,385		362,385
(63) - Agricultural Services Department												
Irrigation District Feasibility Study	30,000	30,000	-	-	30,000	-	-	-	-	30,000	GOR Motion 18-08-589	30,000
FV - 2022 Agricultural Fair & Tradeshaw (2022)	51,221	51,221	30,856	30,856	20,365	-	-	-	38,566	12,655	GOR CM 22-04-324, CM 22-08-550	20,365
Total department 63	81,221	81,221	30,856	30,856	50,365	-	-	-	38,566	42,655		81,221
(72) - Parks												
LC Walking Trail	6,000	6,000	-	-	6,000	-	-	-	-	6,000	GOR	6,000
La Crete Walking Trail LOC	15,400	15,400	15,386	1,4	-	-	-	-	-	15,400	GOR CM 22-02-107	15,400
Wadlin Lake Phase 2 Campground Expansion Development Plan	3,000	3,000	-	-	3,000	-	-	-	-	3,000	GOR	3,000
Total department 72	24,400	24,400	15,386	15,386	9,014	-	-	-	-	24,400		24,400
(74) - Library												
LC library - Building Extension Engineering	20,000	20,000	-	-	20,000	-	-	-	-	20,000	CCR CM 22-08-552	20,000
Total department 74	20,000	20,000	-	-	20,000	-	-	-	-	20,000		20,000
TOTAL 2022 ONE TIME Projects	1,248,221	802,392	468,748	112,919	789,473	-	-	50,000	53,566	798,828		902,394
2022 Contingent on Grant Funding												
Bridge Maintenance (7 bridges)	250,000	-	-	-	-	-	-	250,000	-	-		-
2022 Contingent on Grant Funding- Total	250,000	-	-	-	-	-	-	250,000	-	-		-

Funding Sources for the 2022 Approved Non TCA projects is as follows:

Other Grants/Sources	\$ 103,564
Municipal Reserve	\$ 301,000
General Operating Reserve	\$ 477,828
General Capital Reserve	\$ 20,000
Total	\$ 902,394

MACKENZIE COUNTY
TCA Projects 2022 INCLUDING CARRY FORWARDS

January - October 31, 2022

Table with columns: TCA CODES, Project Description, TOTAL PROJECT BUDGET, 2022 BUDGET, TOTAL COSTS, 2022 COSTS, 2022 REMAINING BUDGET, CCBF Grant, MSI Grant, Other Grant, Other Sources (non grant), Municipal Levy, Internal Funding (RS-type, Surplus (previous Years), Debenture), Notes

**MACKENZIE COUNTY
TCA Projects 2022 INCLUDING CARRY FORWARDS**

TCA CODES	Project Description	TOTAL PROJECT BUDGET	2022 BUDGET	TOTAL COSTS	2022 COSTS	2022 REMAINING BUDGET	Extend Funding			Internal Funding			Notes
							CCBF Grant	MSI Grant	Other Grant	Other Sources (non grant)	Municipal Levy	RS-Type	
(63) - Agriculture													
6.43.30.01	BL - Rural Damages - Phase II & Phase III (CF 2014/2015)	1,181,000	38,019	1,142,981	38,019							38,019	
6.43.30.02	Rural Drainage 2022	189,000	189,000	51,239	136,761							189,000	
	Total department 63	1,369,000	226,019	1,194,221	51,239	174,779						226,019	226,019
(71) - Recreation													
6.71.30.66	FV - Overhead Door Replacement/Completion of Hockey Netting	16,000	3,100	12,900	-	3,100						3,100	
6.71.30.68	FV - Outdoor Rink Repairs	14,000	14,000	-	-	14,000						14,000	
6.71.30.69	FV - Purchase Outhouses for Rodeo Grounds	10,000	10,000	6,325	3,675							10,000	
6.71.30.70	LC - Tennis Court, Basketball Pickle Ball Court (2021)	304,080	141,215	304,080	0		68,121		73,095				CM 21-05-400, 22-04-261
6.71.30.71	LC - Northern Lights Recreation Center, New Arena (2021)	5,789,274	1,596,659	4,675,449	482,234	1,113,825			1,594,059				CM 21-06-465, CM 22-02-111, 22-04-260, 22-08-
6.71.30.72	FV - Community Hall Air Conditioning (2022)	50,000	50,000	-	-	50,000						50,000	
6.71.30.73	FV - Main lobby epoxy floor (2022)	8,400	8,400	-	-	8,400						8,400	
6.71.30.74	FV - Root leak exploration and repair (2022)	15,000	15,000	5,478	6,000	5,478						15,000	
6.71.30.75	LC - 3rd new industrial snowblowers for outdoor rinks (2022)	12,329	12,329	5,671	6,658							12,329	CM 22-06-432
6.71.30.76	LC - New beach volleyball court (2022)	10,000	10,000	10,000	6,280	1,220						7,500	
6.71.30.78	LC - Replace concrete pad by shop door (2022)	7,500	7,500	17,000	-	17,000						7,500	
6.71.30.79	ZA - Plexiglass Window in Park Shelter (2022)	20,000	20,000	-	-	20,000						20,000	
6.71.30.80	ZA - Cabin Utilities Development - \$120,000 - County share \$20,000 (2022)	176,500	176,500	-	-	176,500		50,000	126,500			176,500	\$100k from Alberta Tourism Grant - Direct to CM 22-02-109
6.71.30.81	LC - Electric Zamboni for Outdoor Rinks (2022)	14,000	14,000	-	-	14,000			8,329			5,671	CM 22-06-432
6.71.30.82	LC - Walk Behind Floor Scrubber (2022)	14,000	14,000	-	-	14,000						14,000	
	Total department 71	6,470,083	2,101,103	5,076,183	707,203	1,393,900	68,121	50,000	1,805,983	-	-	126,000	2,101,104
(72) - Parks & Playgrounds Department													
6.72.30.14	Hutch Lake Campground Improvements (CF 2017)	112,000	2,228	109,772	-	2,228						2,228	
6.72.30.27	River Search & Rescue Access Plan - Alias & Tompkins Landing Boat Launch & RV Bridge Campground	92,000	22,671	90,620	21,291	1,380						22,671	CM 21-01-051
6.72.30.28	Vanguard Subdivision Playground Equipment	30,000	3,685	26,315	-	3,685						3,685	
6.72.30.30	Wadain Lake Dock Piling Improvements - Firewood Compound	13,000	10,045	2,955	-	10,045						10,045	
6.72.30.33	Jubilee Park Walkway	37,000	37,000	36,750	250							37,000	
6.72.30.34	FV - Streetscape (CF 2017)	125,000	86,641	38,359	-	86,641						86,641	CM 19-04-374 Moved to 72 in 2020 Budget (25,000 GOR sent) 1-07-518
6.72.30.35	Streetscape - La Crele	50,000	29,291	20,709	-	29,291						29,291	
6.72.30.37	New Hamlet Park (2021)	39,000	9,683	29,315	-	9,683						9,683	
6.72.30.38	Wadain Lake Ice Rink (2021)	25,952	25,952	10,029	15,945	17,955						17,955	
6.72.30.39	Wadain Lake Campground - Major Improvements (2021)	50,000	50,000	33,441	33,441							50,000	
6.72.30.41	Hutch Lake Campground - Major Improvements (2022)	50,000	50,000	50,000	-	50,000						50,000	CM 21-07-518
6.72.30.42	Bridge Campground - Major Improvements (2022)	100,000	100,000	100,000	-	100,000						100,000	
6.72.30.43	Wadain Lake Campground (2022)	30,000	30,000	30,000	-	30,000						30,000	
6.72.30.44	Zama Campground - Major Improvements (2022)	20,000	20,000	20,000	-	20,000						20,000	
6.72.30.45	Hamlet Park Development (2022)	75,000	75,000	75,000	-	75,000						75,000	
	Total department 72	865,347	565,594	398,246	101,511	467,083	-	-	-	-	-	550,640	568,595
	TOTAL 2022 Capital Projects	43,357,007	30,233,359	23,048,545	9,930,918	20,308,442	1,474,899	5,521,593	13,090,201	3,148,179	-	6,298,703	30,239,365
Contingent on Grant Funding													
6.30.30.31	ZC - Access Pave (PHV) (CF 2014)	6,000,000	6,000,000	-	-	6,000,000			3,000,000			-	3,000,000
6.42.30.09	ZA - Sewage Foreman (2018)	1,085,000	1,085,000	-	-	1,085,000			1,085,000			-	1,085,000
6.30.30.38	26m asphalt upgrade 91 st	39,000	182,000	-	-	182,000			-			182,000	CM 22-05-595
	Carry Forward Contingent on Grant Funding - Total	7,215,000	7,215,000	-	-	7,215,000	-	4,085,000	-	-	-	130,000	3,000,000
2022 Contingent on Grant Funding													
FV - New Hockey Boards and Glass with Protective Netting	199,500											199,500	Contingent on Grant Funding 50/50
FV - Fitness Centre Expansion	99,000											99,000	Contingent on Grant Funding 50/50
FV - Baseball Netting	75,000											75,000	Contingent on Grant Funding 50/50
LC - Wheel Chair Lift	50,000											50,000	Contingent on Grant Funding 50/50
	2022 Contingent on Grant Funding - Total	423,500	-	-	-	423,500	-	4,085,000	-	-	-	211,750	341,750
	Total of Contingent Funding	7,638,500	7,215,000	-	-	7,215,000	-	4,085,000	-	-	-	341,750	3,000,000

Funding Sources for the 2022 Approved Capital projects is as follows:

CCBF & MSI	
Other Grants/Sources	\$ 6,996,492
General Operating Reserve	\$ 16,258,380
General Capital Reserve	\$ 1,032,709
Municipal Reserve	\$ 2,156,897
Road Reserve	\$ 89,898
Rural Water Reserve	\$ 1,234,461
Waste/Sewer Infrastructure Reserve	\$ 192,930
Surface Water Management Reserve	\$ 874,000
Recreation Board Fort Vermilion	\$ 452,075
Recreation Board La Crele	\$ 19,033
Recreation & Parks	\$ 18,000
Debtenture	\$ 250,000
TOTAL	\$ 30,237,365



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 29, 2022
Presented By:	Louise Flooren, Manager of Legislative & Support Services
Title:	Policy HR005 Staff Training and Professional Development

BACKGROUND / PROPOSAL:

Mackenzie County currently has Policy ADM035 Staff Training which was approved June 4, 2002. Administration has been updating policies to current standards and practices. Currently, there is procedure in place to ensure staff retention after the County supports employee with their training and education needs. This policy states the return of service requirements once their training and education is complete and how employee professional development will be determined.

OPTIONS & BENEFITS:

HR005 Staff Training and Professional Development will allow all staff to have the information required for all training & professional development requirements of Mackenzie County.

A few amendments were made after the 2022-11-15 Council Meeting and are highlighted.

COSTS & SOURCE OF FUNDING:

As per current operating budget

SUSTAINABILITY PLAN:

N/A

Author: L. Flooren Reviewed by: _____ CAO: _____

COMMUNICATION / PUBLIC PARTICIPATION:

All policies are shared on Mackenzie County’s website for public information.

POLICY REFERENCES:

Collective Agreement – Local 118 Chapter 008
ADM042 – General Safety Policy
ADM054 – Fuel Usage Policy
HR001 – Employee Code of Conduct
HR002 – Drug and Alcohol Use

RECOMMENDED ACTION:

Motion #1

Simple Majority Requires 2/3 Requires Unanimous

That Policy AM035 Staff Training be rescinded.

Motion #2

Simple Majority Requires 2/3 Requires Unanimous

That Policy HR005 Staff Training and Professional Development be approved as presented.

Author: L. Flooren Reviewed by: _____ CAO: _____

Municipal District of Mackenzie No. 23

Title	Employee Training Program	Policy No:	ADM035
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Legislation Reference	Municipal Government Act, Section 5
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Purpose

To give employees the opportunity to enhance their educational skills that relate directly to their position with the M.D. of Mackenzie.

Policy Statement

The M.D. of Mackenzie encourages staff to take courses and attend seminars, workshops, and conferences that will educate and update employees in their field of work. As this is a privilege, not a right, employees must be committed to enhancing their skills to be considered for this program.

Guidelines

1. Prior to accepting employees into this program, employees must discuss their educational requirements with their supervisor.
2. Together, the employee and supervisor will determine which courses are most appropriate for the employee and the municipality.
3. Council will approve training funds during the annual budget process.
4. Employees are not entitled to automatic pay increases on completing a course.

Employee Responsibilities

5. Employees under this program will:
 - a. obtain consent from their supervisor
 - b. be committed to completing the course
 - c. complete the course with a passing mark
 - d. submit their final mark to their supervisor and personnel file
6. Employees who do not complete the course with a passing grade will:
 - a. reimburse the municipality for all course costs

- b. supervisors may allow employees to take the course a second time at the employees expense and upon successful completion the employee will be reimbursed for their course cost and expenses

M.D. of Mackenzie Responsibilities

- 7. The M.D. of Mackenzie will pay course and all reasonable travel costs according M.D. policies.
- 8. In addition, supervisors have the discretion to send employees to workshops that are directly related to the employees' position.
- 9. The M.D. of Mackenzie retains the right to verify employee attendance at training sessions.

	Date	Resolution Number
Approved	June 4, 2002	02-400
Amended		
Amended		

Mackenzie County

Title	Staff Training and Professional Development	Policy No:	HR005
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Purpose

Mackenzie County recognizes the importance of investing in the learning and development of staff and encourages the opportunity to enhance their education skills that relate directly to their position. The purpose of this policy is to establish guidelines for employees that receive training and professional development opportunities.

Definitions

- a.) **“Conference/Convention”** - an activity related to a professional association or a municipal organization that relates to the employee’s position.
- b.) **“Cost-Share Agreement”** - an agreement where Mackenzie County agrees to pay part of the enrollment costs in a college diploma, university degree, masters, doctorate, professional certificate or designation but does not require a work commitment as a condition of financial assistance.
- c.) **“County”**- Municipality of Mackenzie County.
- d.) **“Development”** – a program or activity designed to raise an employee’s performance for future job responsibilities.
- e.) **“Educational Course”** - a program or course offered by an accredited educational institution that Mackenzie County recognizes as contributing to improving the skills and knowledge of an employee.
- f.) **“Employee-Initiated”** – a request by an employee for permission to participate in training and development activities with or without assistance from Mackenzie County.
- g.) **“Employer-Initiated”** – a request by Mackenzie County for employee participation in training and development activities as a requisite for maintaining or increasing individual performance levels in accordance with municipal goals, objectives and needs.

- h.) **“Employee Training Authorization Form”** – required for any training or professional development requests that will be authorized by the Supervisor/Manager/Director of the department.
- i.) **“Return Service Agreement”** - an agreement requiring a work commitment of continued employment with Mackenzie County as a condition of financial assistance.
- j.) **“Training”** - a program or activity designed to prepare an employee to the level of competence required for job related responsibilities.
- k.) **“Training Summary Evaluation Form”** – after the completion of a course, conference, seminar, convention or educational term, the employee will summarize the ~~complete a~~ training ~~an evaluation~~ and submit to their Supervisor/Manager/Director.
- l.) **“Work Commitment”** - the period of work obligation an employee is required to undertake as a condition of receiving financial assistance granted under the terms of this policy or a Return Service Agreement entered into between Mackenzie County and the employee.

Guidelines/Responsibilities:

1. Directors, Managers and Supervisors are encouraged to discuss training and professional development goals and plans with each employee during their annual performance evaluations.
2. Directors, Managers and Supervisors will review all requests from employees in their respective departments to attend job-related courses, conferences, seminars, workshops or conventions.
3. All requests initiated by employees for training require a request to be made to the employee’s Supervisor, Manager or Director in writing with a completed “Employee Training Authorization Form”.
4. Employees will receive written and prior approval from the requested level of authorization prior to attending any courses, conferences, seminars, workshops or conventions.
5. Any employee who attends any course, conference, seminar, workshop or convention without obtaining prior approval of their Supervisor, Manager or Director and the Chief Administrative Officer where required, will do so at their own expense, and will not be reimbursed for costs they incurred, provided it is on their own time.

6. Mackenzie County will pay course fees and all reasonable travel costs according Mackenzie County policies and the Collective Agreement, if applicable.
7. All courses, conferences, seminars, workshops or conventions must be in the current years' budget prior to attending.
8. Courses that require educational leave will be dealt with in accordance with Mackenzie County's policies and procedures, and/or in accordance with the individual's Cost-Share Agreement or Return Service Agreement.
9. All Cost-Share Agreements and Return Service Agreements will be approved by the head of the department and the Chief Administrative Officer.
10. Upon completion of a course, conference, seminar, workshop or convention or after completing an educational term, the employee must complete a "Training **Summary Evaluation Form**" and may be requested to present to staff in the same job-related field.
11. Mackenzie County will pay the employee's membership fees for associations directly related to their job, if approved and is included in the current year's budget.
12. An employee travelling to courses, conferences, seminars, workshops or conventions is required to use an available county vehicle. If no county vehicle is available, the employee will be issued a fuel card or be reimbursed for actual fuel costs on receipts received. Reimbursement for meals will be paid according to the current Honorarium & Expense Reimbursement Bylaw.
13. If the employee does not attend an authorized event fully, it may be considered as abuse of privilege and any further privilege may be lost.
14. A Cost-Sharing or Return Service Agreement will be mandatory from the discretion of the Director and Chief Administrative Officer for a college diploma, university bachelor's degree, masters, or doctorate degree, professional certificate, or designation.
15. Chief Administrative Officer training or conference attendance is subject to Council approval during the annual budget process and any additional training or conferences thereafter will need Council's approval.

16. Employees may not be entitled to automatic pay increases upon completion of courses, conferences, seminars, workshops or conventions.

Financial Assistance and Educational Courses

1. To qualify for financial assistance, the employee must be in the same permanent full-time position for a minimum of ~~one (1) year~~ **two (2) years** and the employee has demonstrated their commitment to their position and Mackenzie County and it is a part of the employee and County's mutual goals.
2. Mackenzie County may agree to fund, wholly or in part, an employee's request to complete a college diploma, university bachelor's degree, masters or doctorate degree, professional certificate, or designation. This will require entering into a Cost-Share Agreement or a Return Service Agreement with the Director and/or the Chief Administrative Officer.
3. Tuition fees that are directly related to the employee's current job may be eligible for 50% of the course costs. The employee may be eligible for reimbursement for the remainder of the course costs with a Return Service Agreement after completion of the course.
4. A Return Service Agreement requiring a work commitment of continued employment with Mackenzie County may be required as a condition of financial assistance. The period of the work commitment will be outlined in the Return Service Agreement and shall generally begin upon completion of the course of study. The work commitment may consider whether the employee retained full-time employment while completing the course of study and prorate the work commitment accordingly.
5. When an employee leaves the employment of Mackenzie County, whether voluntary or not, prior to fulfilling the work commitment stipulated in their Return Service Agreement, the outstanding commitment amount will be allocated to an Accounts Receivable account.
6. Should an employee fail a course, the employee will be required to reimburse the County for all course costs. Mackenzie County and the employee may enter into an agreement to establish a payment plan within a reasonable time frame. If the employee leaves the employment of Mackenzie County, any outstanding commitments will be allocated to an Accounts Receivable account.
7. The Supervisor, Manager or Director may allow employees to take the course a second time at the employee's expense, upon successful

completion the employee will be reimbursed for the course cost and expenses.

Conference and Seminar Attendance

1. Requests to attend Conferences and Seminars must be made with the "Employee Training Authorization Form". Approval is required from the Director of the department.
2. Council approval is required for any out of province courses, training or conferences for the Chief Administrative Officer with the exception of the Federation of Canadian Municipalities conference.
3. Conference attendance and allocated budget should be discussed annually during the employee's performance evaluation.
4. Attendance at workshops and seminars that have no associated costs, but occur during business hours, require the approval of the employee's Supervisor.

Responsibilities

1. Employee Responsibilities:
 - a) Prepare an annual learning and development plan that identifies their training and educational needs. This shall be discussed during the annual performance evaluation.
 - b) Making a personal commitment to any associated learning and developing pertaining to job-related enhancement.
 - c) Selecting the most cost-effective options. (ie. optional virtual meetings, courses closest to the region, carpooling, etc.)
 - d) Accounting for all expenses incurred for professional development.
 - e) Representing Mackenzie County in a positive manner during training.
 - f) Providing a statement of grades and certificate of completion to the department Director and submitting the designated professional development feedback form for management to review.
2. Supervisor, Manager and Director Responsibilities:
 - a) Review and approve requests for professional development for employees within their departments.
 - b) Ensuring that there is appropriate budget allocation to undertake all approved and anticipated employee training.
 - c) Ensuring all professional development activities are done in accordance with this policy.

- d) Ensuring all required documentation is completed and submitted to the Human Resources personnel file for the employee.
3. Chief Administrative Officer Responsibilities:
 - a) Review and approval of professional activities under their scope of approval.
 - b) Review, negotiate and approve Return Service Agreements or Cost-Share Agreements with employees for tuition assistance for college diploma, university bachelor's degree, masters or doctorate degree, professional certification, diploma or designations.

Apprenticeship Training/Mandatory Entry Level Training (MELT) Program

1. To qualify for financial assistance for the Apprenticeship Training/MELT Program, the employee must be in the same permanent full-time position for a minimum of two (2) years and the employee has demonstrated their commitment to their position and Mackenzie County and it is a part of the employee and County's mutual goals.
2. Mackenzie County recognizes that sessions for the completion of Journeyman status under the apprenticeship program, normally require the apprentice to attend training 8 weeks per year up to 4 years and that a MELT requires 113 hours plus the 8.5 hours for the air brake training.
3. Mackenzie County will decide during the annual budget discussion if there is a need for an apprenticeship or MELT opportunity. The County may provide income support to an employee (Section 9) when attending technical training courses as below:
 - a.) Mackenzie County may pay for the employee's registration, tuition and book fees for the required courses.
 - b.) Mackenzie County may pay for the employee's lodging at the nearest technical institute while attending the 8-week apprenticeship program or the MELT program.
3. Apprenticeship and MELTS employee attendance at technical training depends on the operational requirements of Mackenzie County.
4. The apprentice or MELT employee will work and cooperate with Mackenzie County management in obtaining advance approval for the time necessary to attend technical training courses.

5. Prior to the County providing approval for an employee to attend an apprenticeship or MELT program, the employee is to provide the confirmation of acceptance for such training at a recognized technical institute or Licensed Driver Training School in Alberta.
6. The employee is required to successfully complete the courses for the apprenticeship or MELT training and Road Test. Shortly after each session of the technical training attended, evidence of successful completion of the apprenticeship courses or MELT program will be provided to Mackenzie County by the employee for their Personnel File.
7. An employee who plans on attending technical courses will endeavour to take the courses at a technical training institute closest to Mackenzie County.
8. When the employee is attending apprenticeship or MELT training they will be authorized for an unpaid leave of absence. The apprenticeship leave of absence will qualify for up to an 8-week period. The MELT leave of absence will qualify for up to a 3-week period. Mackenzie County will continue to provide group benefits to the employee during the time away from work. Employees are responsible to pay their share of the costs for such benefits and will be invoiced accordingly.
9. A Return Service Agreement will be required prior to the employee attending the technical training program and will outline the requirements as per Section 2.
10. Completing the apprenticeship or MELT program does not guarantee a licensed trade or an Equipment Operator II position with Mackenzie County nor does it guarantee an increase in wages for the current position.

Related Policies/Procedures

Collective Agreement – Local 118 Chapter 008
ADM042 – General Safety Policy
ADM054 – Fuel Usage Policy
HR001 – Employee Code of Conduct
HR002 – Drug and Alcohol Use

	Date	Resolution Number
Approved		
Amended		
Amended		



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 29, 2022
Presented By:	Caitlin Smith, Director of Planning & Agriculture
Title:	Agricultural Service Board Meeting Minutes

BACKGROUND / PROPOSAL:

The unapproved minutes of the November 18, 2022 Agricultural Service Board Meeting Minutes are attached.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

N/A

RECOMMENDED ACTION:

- Simple Majority
- Requires 2/3
- Requires Unanimous

That the unapproved Agricultural Service Board meeting minutes of the November 18, 2022 be received for information.

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

**MACKENZIE COUNTY
AGRICULTURAL SERVICE BOARD MEETING**

November 18, 2022

9:00 a.m.

La Crete, AB

PRESENT:

Ernie Peters	ASB Chair
Josh Knelsen	Reeve – arrived 9:26 a.m.; left at 12:10 p.m.
David Driedger	Councillor – left meeting at 10:54 a.m.
Joe Peters	Member at Large
Anthony Peters	Member at Large
George Fehr	Member at Large

REGRETS:

ADMINISTRATION

Caitlin Smith	Director of Planning & Agriculture
Byron Peters	Director of Projects & Infrastructure
Landon Driedger	Agricultural Fieldman
Colleen Sarapuk	Administrative Officer (Recording Secretary)
Dave Schellenberg	Assistant Agricultural Fieldman

Minutes of the Mackenzie County Agricultural Service Board meeting held on November 18, 2022.

CALL TO ORDER: 1. a) Call to Order

Councillor Peters called the meeting to order at 9:02 a.m.

AGENDA: 2. a) Adoption of Agenda

MOTION ASB 22-11-046 MOVED by Anthony Peters

That the agenda be adopted as presented

CARRIED

PREVIOUS MINUTES 3.a) Minutes of the August 10, 2022 ASB Minutes

MOTION ASB 22-11-046 MOVED by Joe Peters

That the minutes of the August 10 2022 ASB meeting be approved as presented.

CARRIED

ACTION LIST

4.a) Action List

MOTION ASB 22-11-047

MOVED by Councillor Driedger

That the Action List be received for information.

CARRIED

6.a) Ag Fieldman Report

MOTION ASB 22-11-048

MOVED by Joe Peters

That the Agricultural Fieldman Report be received for information.

CARRIED

6.b) Agricultural Land Leases

MOTION ASB 22-11-049

MOVED by Reeve Knelsen

That the Fidler Land, Buffalo Head Truckfill Station, La Crete Lagoon and Eek Land be put out for tender in 2023.

CARRIED

6.c) Large Animal Vet Shortages in Alberta

MOTION ASB 22-11-050

MOVED by Councillor Driedger

That a recommendation be made to Council to send a letter to the Minister of Agriculture and Irrigation to advocate for lesser large animal medication restrictions and to support the Veterinary Medical Education Opportunities.

CARRIED

Chair Peters recessed the meeting at 9:50 a.m. and reconvened the meeting at 10:12 a.m. without Councillor Driedger.

6.d) Alberta Irrigation District Association 2023 Conference

MOTION ASB 22-11-051

MOVED by Reeve Knelsen

That 3 members of the Agricultural Service Board be authorized to attend the Alberta Irrigation District Association 2023 Conference in Calgary February 6-8, 2023.

CARRIED

6.e) Irrigation Request

MOTION ASB 22-11-052

MOVED by Anthony Peters

That the irrigation request be received for information.

CARRIED

Chair Peters recessed the meeting at 10:54 a.m. and reconvened the meeting at 10:59 a.m.

DELEGATION

5. a) Wild Boar – 11:00 a.m.

MOTION ASB 22-11-053

MOVED by Reeve Knelsen

That the Draft Wild Boar bylaw be revised as discussed.

CARRIED

Chair Peters recessed the meeting at 12:10 p.m. and reconvened at 12: 40 p.m. without Reeve Knelsen.

The Agricultural Service Board lost quorum but continued informal discussions on some of the remaining agenda items.

6.f) Drainage Projects Update

- Spruce Road, 88 Connector and Heliport drainage projects are complete.
- Culvert gates on Range Road 155 still need to be installed. Road will need to be closed in the spring prior to runoff.
- Erosion on drop structure in Blue Hills was repaired.

6.g) 2023 DRAFT Operating Budget

- Possibility of Ag administration to conduct the farm safety presentations in rural schools.

6.h) Farm Mental Health Workshop Request

For information.

6.h) Terms of Reference

For information.

CLOSED MEETING

7.a) Closed Meeting

SET MEETING DATE

8.a) Set Next Meeting Date

ADJOURNMENT

9.a) Adjournment

Discussion concluded at 2:00 p.m.

These minutes will be presented for approval at the next Agricultural Service Board Meeting.

Ernie Peters, Chair

Landon Driedger, Agricultural Fieldman



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 29, 2022
Presented By:	James Thackray, Chief Administrative Officer
Title:	Information/Correspondence

BACKGROUND / PROPOSAL:

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

- Council Action List
- 2022-10-25 Big Lakes County NWSAR Committee Appointments
- 2022-11-23 Town of Ponoka Volunteer Fire Department Letter to Minister Copping
- 2022-11-15 JSG Peace Officer Program – New Peace Officer Bulletin Protocol
- 2022-11-17 Fort Vermilion School Division Land Transfer Request – Mackenzie Wellness Centre Project Letter
- 2022-11-23 Mackenzie Aquatic Society – Grant Funding Support Letter
- 2022-11-15 La Crete Polar Cats Snowmobile Club – Tourism Relief Fund Grant Application Letter of Support
- 2022 Peace Country Gleaners Society Service Request
- 2022-10-18 Mackenzie County Library Board Meeting Minutes
-

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

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

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

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

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

Mackenzie County Action List as of November 16, 2022

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. 	Caitlin	PLS Cancelled. Asset list with all leases, caveats, dispositions, easements, etc. Response Received from AEP 2017-11-27. Application submitted. PLS180027 FNC in progress
October 9, 2018 Regular Council Meeting			
18-10-763	That administration proceeds with the water diversion license's as discussed.	John	Received draft licenses from AEP and reviewed. AE will send back our response.
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
July 15, 2020 Regular Council Meeting			
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 Drafting ASP RFP
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	Byron	Working on draft offsite levy bylaw. Ad Hoc Development Committee

Motion	Action Required	Action By	Status
	recovering all costs associated with the sanitary sewer trunk improvements.		
21-06-498	That Mackenzie County attempt to gain representation in the next policy framework replacing Canadian Agriculture Partnership.	Caitlin/Landon	Letter to be sent to Minister of Agriculture and irrigation Motion 22-11-788
September 14, 2021 Regular Council Meeting			
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	TABLED AD Hoc Committee
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/Byron	Ongoing. May Draft Presented to Council – 2022-07-13 and sent for final draft. COMPLETE Sign stand at FV Museum and a hanging plaque for the LC Heritage Centre
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	Ongoing Awaiting Land Titles
October 12, 2021 Budget Council Meeting			
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	2 offers to purchase are signed, all landowners notified of terms.
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
November 30, 2021 Regular Council Meeting			
21-11-813	That a letter be sent to the Minister of Justice and Solicitor General outlining the successes with RCMP and the oversight of the real problem which is justice.	Louise/Byron	Assistance from Councillor Wardley
December 14, 2021 Regular Council Meeting			
21-12-854	That Policy DEV001 & DEV007 be brought back to Council for review.	Caitlin	Administration to research options for ROW urban standard development

Motion	Action Required	Action By	Status
			Bring to Developers AD-HOC for discussion.
February 2, 2022 Regular Council Meeting			
22-02-085	That administration move forward with the application process to purchase the following and bring back to Council any future costs related to the purchase such as FNC, survey and assessed value for deliberation and approval. PLS140031 PLS170002 PLS180022 PLS180027 PLS190005 La Crete Ferry Campground Atlas Landing Area Bridge Campsite Machesis Lake Campground Wadlin Lake Campground	Don/Caitlin	FNC In Progress COW 22-06-073 The TCL Leases that are in the process are as follows: DML170039 FV Bridge campground REC2621 FV Rodeo grounds REC030012 LA Ferry campground REC090007 & 100003 Hutch Lake campground REC880027 Wadlin Lake campground
February 16, 2022 Regular Council Meeting			
22-02-137	That Mackenzie County prepare to put in a regional bid to host the 2026 Alberta Winter or Summer Games.	Byron	Started Data Gathering Refer to Motion 22-08-569
March 8, 2022 Regular Council Meeting			
22-03-155	That administration bring back the Gravel Reclamation Reserve Policy for amendment as discussed.	Jen	In progress
22-03-174	That Mackenzie County create an educational campaign to raise awareness and to promote care of County infrastructure to fund maintenance cost with potential input from ratepayer meetings.	Louise	Fall 2022 COMPLETE brought to Infrastructure Workshop
March 22, 2022 Committee of the Whole Meeting			
COW-22-03-019	That the Committee of the Whole receive the Municipal Development Plan Overview as discussed and a recommendation be made to bring back an updated draft for review to a future Council meeting.	Byron/Caitlin	In progress Bringing back to Council in November for 1 st Reading Council Meeting 2022-12-13
COW-22-03-022	That Policy ASB021 – Weed Control Policy be TABLED for further information.	Caitlin/Landon	Winter 2022 Landon working on an amendment
March 23, 2022 Committee of the Whole Meeting			
22-03-215	That the La Crete North Access – Capital Project review be TABLED until a future Committee of the Whole meeting agenda with maps and design options.	Byron	Potential Fall Capital Project Fall of 2023 Motion – 22-06-482

Motion	Action Required	Action By	Status
22-03-218	That a lobbying package be created for the Minister of Agriculture requesting that the Grazing Association be able to keep revenue from the logging and farming on the Fort Vermilion Grazing Reserve for grazing lease improvements.	Byron	Discussion held with Grazing Reserve President in regards to grant applications. Refer to Motion 22-07-517 Letter Drafted
22-03-222	That administration communicate with the Recreation Boards regarding backup generators and bring back recommendations to council.	Don	In Progress Working with Community Services Committee
April 12, 2022 Regular Council Meeting			
22-04-288	That Mackenzie County requests the Register to cancel the existing Certificate of Title for the following parcels of land and now issue new certificate of Title in the name of Mackenzie County: Tax Roll 076930 Tax Roll 296434	Jen	Awaiting title change
April 27, 2022 Regular Council Meeting			
22-04-317	That administration develop a culvert maintenance program.	Byron/Don	Infrastructure Workshop October 17 – 18
22-04-325	That Council direct administration to bring back Bylaw 908-13 – Unsightly Premises Bylaw for review to a future Council meeting.	Don	In Progress Working with the RCMP
May 25, 2022 Regular Council Meeting			
22-05-391	That administration proceed with charging those that removed gravel from the Mackenzie County gravel stockpiles at market price, plus 20% including a penalty.	James	On going Refer to Motion 22-09-632 Thefts cannot be proven. Gate has been repaired at Tompkins Pit
22-05-406	That administration advertise the 140M AWD Grader publicly for sale with a reserve bid of \$ 225,000.	Willie	Pending Delivery Date April 2023
22-05-407	That administration advertise the 160M AWD Grader publicly for sale with a reserve bid of \$ 270,000.	Willie	Pending Delivery Date April 2023
22-05-408	That the County enter into a ten-year lease for the trailer being used by the Fort Vermilion Royal Canadian Mounted Police (RCMP) as discussed.	Don	In Progress
22-05-411	That administration work with the Royal Canadian Mounted Police (RCMP) in renewing the Memorandum of Understanding Agreement for the Enhanced Policing Agreement between Mackenzie County and the RCMP and bring back the draft agreement with changes as discussed.	Don	In Progress
June 8, 2022 Regular Council Meeting			

Motion	Action Required	Action By	Status
22-06-437	That a meeting be set with the Minister of Environment and Parks and the Minister of Agriculture, Forestry, and Rural Economic Development in regards to northern recreation.	Louise	Letters Sent for Invite 2022-09-23
June 22, 2022 Regular Council Meeting			
22-06-457	That Mackenzie County supports sustainable agriculture and requests Alberta Environment and Parks to establish a minimum percentage of trees to remain on each quarter section sold as well as treed quarters within each township during the next phase of Provincial land sales.	Caitlin/Byron	Letter Drafted
22-06-465	That administration draft a policy combining PW018 Hiring of Private Equipment, ADM015 Hiring Contract Suppliers and FIN 025 Purchasing Policy and bring back to future Council Meeting.	Jen	In Progress
22-06-482	That the 2022 Capital Budget be amended by cancelling the La Crete North Access project to be reconsidered during the 2023 Capital Budget development.	Jen	2023 Budget Development
June 23, 2022 Committee of the Whole Meeting			
22-06-072	That administration work with Alberta First Responders and bring back a recommendation to Council during budget deliberations.	Don	(AFFRCS) 2023 Budget
22-06-073	That administration proceed with Public Land Sales as discussed.	Don	Refer to Motion 22-02-085 In Progress
July 13, 2022 Regular Council Meeting			
22-07-496	That administration work with the developer to purchase land adequate for relocation.	Byron	In Progress
22-07-507	That administration bring back options for Commercial Business incentive Options.	Byron	In Progress Presented as part of the 2023 Budget
22-07-513	That Mackenzie County is unsure at this time whether or not to continue with the subscription and advertising contract with Mackenzie Report past the expiry of 2023.	Caitlin/Louise	Emailed Letter to Mackenzie Report
22-07-523	That the Range Road 15-5 contract be awarded to the highest scoring, qualified bidder while staying within budget.	Byron	Project awarded construction underway
August 17, 2022 Regular Council Meeting			
22-08-536	That administration work with Mighty Peace Fish and Game Association to keep the public fish pond lease active.	Don	

Motion	Action Required	Action By	Status
22-08-546	That administration bring back a map for reference for the proposed housing authority boundaries.	Byron	Presenting to Council 2022-09-26
22-08-556	That administration proceed with cost sharing discussions for the 101 Street/109 Avenue intersection improvement with La Crete Co-op, and begin planning for the relocation and changes to utilities to accommodate an intersection upgrade and bring project forward to the 2023 Budget deliberations.	Byron	Awaiting on additional response from La Crete Coop
22-08-569	That administration work with the local Board of Trade and Chambers of Commerce for expression of interest for the 2026 Alberta Winter & Summer Games.	Byron	In Progress Letter drafted, developing survey monkey
22-08-570	That administration invite Alberta Conservation Association to a Committee of the Whole meeting to improve fish stocking ponds in the area.	Don	2022-12-01 – Community Services Meeting – All Council invited
August 30, 2022 Special Council Meeting			
22-08-590	That the Range Road 154 within TWP 108-15 Tender be retendered in 2023.	Byron	Confirm project scope during 2023 Budget discussions
22-08-591	That the Heliport Road from Range Road 18-4 to Range Road 19-0 Tender be retendered in 2023.	Byron	Confirm project scope during 2023 Budget discussions
22-08-592	That the 27th Baseline (TWP RD 1050) Tender be retendered in 2023.	Byron	Plan to retender in February 2023
September 13, 2022 Regular Council Meeting			
22-09-606	That the Surplus and Mitigation items presented during the September 13th meeting be sent to Public Auction as discussed.	Jen	In Progress Scheduled for December Auction and Spring 2023 Auction
22-09-608	That administration write a letter to CN rail requesting culvert cleanups prior to spring thaw.	Byron	Emailed and drafting letter. Reeve Knelsen to meet with CN on September 21, 2022
September 26, 2022 Regular Council Meeting			
22-09-631	That the Little Red River Cree Nation (LRRCN) – Additions to Reserve (ATR) be TABLED to the November 15, 2022 Regular Council Meeting.	Byron	
22-09-632	That administration continue to investigate the missing gravel and take appropriate legal action.	James	Refer to Motion 22-05-391
22-09-633	That Councillor Cardinal and Councillor Smith attend a site visit regarding the flood mitigation in Fort Vermilion.	Byron	

Motion	Action Required	Action By	Status
22-09-634	That Administration develop a Residential Garbage Pick Up Tender to include both Fort Vermilion and La Crete and awarding in December 2022 to commence April 1, 2023.	Don	Council Meeting 2022-11-29 Draft Tender Review – Tender opening scheduled for 2022-12-13
22-09-639	That administration research different options for the La Crete Electrical Vehicle (EV) Charger Relocations and bring back to the next Regular Council Meeting on October 19, 2022.	Byron	
22-09-641	That administration request a culvert be installed under Highway 35 North to allow the water to flow under it, before spring thaw 2023.	Byron/Don	
22-09-642	That administration work with CN Rail to ensure all culvert and blockages are removed.	Byron/Caitlin	Culverts were cleaned, poorly done
22-09-644	That Mackenzie County support the creation of a new housing management board with requisitioning power, with requisitioning from Wards 1-5 to be allocated to the La Crete Municipal Nursing Association and Wards 6-10 to be allocated to Boreal Housing, with requisitioning being based on prior years deficit and that Mackenzie County requests representation on both La Crete Municipal Nursing Association's Board and Boreal Housing's Board.	James	Discussions with G. Fehr in progress
October 26, 2022 Regular Council Meeting			
22-10-743	That the culvert be replaced as discussed.	Byron/Don	
22-10-750	That Council direct administration to develop revenue strategies for non-property tax based funding including, but not limited to, fees, charges and full cost recovery service models for consideration.	James	
22-10-751	That administration incorporate the 2022 One Time Carry Forward Projects in the Draft 2023 Operating Budget as discussed.	Jen	In progress
22-10-754	That the Mill Rate Review discussion be brought back to a future meeting.	Jen	In progress
22-10-755	That administration continue to investigate options for a Special Tax Bylaw for any identified projects incorporated into the 2023 Operating and Capital Budget as approved by Council.	Jen	In Progress
November 1, 2022 Regular Council Meeting			
22-11-762	That administration review all rental agreements upon renewal and ensure that there is a cost of living clause included.	All Admin	

Motion	Action Required	Action By	Status
22-11-763	That Tracking Sheet changes #1 & #2 for the Draft 2023 Operating budget be approved as presented.	Jen	COMPLETE
22-11-764	That Tracking Sheet #3 changes be incorporated into the Draft 2023 Operating budget.	Jen	COMPLETE
22-11-767	That the 2023 Non-Profit Organization grant funding recommendations be incorporated into the 2023 Operating Budget.	Jen	In Progress
November 2, 2022 Regular Council Meeting			
22-11-773	That Councillor Wardley be appointed as an additional representative to Fort Vermilion Support Services for a term ending March 31, 2023 and that Fort Vermilion Support Services only receive 25% of their operational funding for 2023.	Jen	In Progress
22-11-774	That the Policy PW039 Rural Road, Access Construction and Surface Water Management - Cost Implications be brought back to a future Council meeting for amendments.	Byron/Don	
22-11-777	That the 2023 Non-Profit Organization grant funding recommendations be incorporated into the 2023 Operating Budget.	Jen	COMPLETE
November 15, 2022 Regular Council Meeting			
22-11-785	That Mackenzie County sell the lots for value established by assessment combined with all associated costs excluding the land transfer fees and lot consolidation.	Caitlin	In progress Refer to Motion 21-10-969
22-11-786	That the 2022 Capital Budget be amended to add \$25,000 from the General Capital Reserve for the Purchase of the South of High Level land.	Jen	COMPLETE
22-11-788	That a letter be sent to the Minister of Agriculture and Irrigation to share ideas on the Next Policy Framework.	Caitlin/Landon	Letter Drafted
22-11-792	That third reading be given to Bylaw 1265-22 being a Land Use Bylaw Amendment to Rezone Plan 882 1687, Block 12, Lot 15 from Zama City – Residential Business “Z-RB” to Zama City – Mixed Use “Z-MU” to accommodate a retail – liquor use.	Caitlin/Louise	COMPLETE
22-11-793	That Bylaw 1266-22 Land Use Bylaw Amendment to Rezone Part of NW 12-105-15-W5M from Agriculture “A” to Rural Country Residential 3 “RCR3” be TABLED to a future Regular Council meeting.	Caitlin	Waiting for comment from Alberta Transportation
22-11-794	That all of Council be authorized to attend the Economic Developers Alberta (EDA) 2023 Leaders’ Summit & Conference in Kananaskis on April 12-14, 2023.	Louise	Registrations & Rooms Booked COMPLETE

Motion	Action Required	Action By	Status
22-11-796	That The Forest Resource Improvement Association of Alberta grant funding proposal for Vegetation Management projects EOI-22-18 and EOI-22-19 be supported by Mackenzie County.	Don	Grant Application submitted – Reply expected in December.
22-11-799	That Phase 1 – 4, Name That Neighbourhood Contest be TABLED to the next Regular Council Meeting.	Jen	Council Meeting 2022-11-29 COMPLETE
22-11-806	That Policy HR005 Staff Training and Professional Development be TABLED to the next Regular Council Meeting.	Louise	Council Meeting 2022-11-29 COMPLETE
22-11-807	That a letter of support be provided to the La Crete Polar Cats Snowmobile Club, Zama Recreation Society and Mackenzie Ski Hill for their Tourism Relief Fund Grant applications.	Louise	La Crete Polar Cats Letter Complete
November 16, 2022 Regular Council Meeting			
22-11-823	That Mackenzie County provide a letter of support to the La Crete Recreation Board and/or the Mackenzie Aquatic Society to assist with the Mackenzie Wellness Centre grant funding applications.	Louise	COMPLETE
22-11-824	That Mackenzie County write a letter to the Fort Vermilion School Division to request a land transfer for \$1.00 for the La Crete Mackenzie Wellness Centre Project.	Louise	COMPLETE
22-11-825	That administration amend the Draft 2023 Operating budget as discussed, with Mackenzie County working towards a full cost recovery of Waste Disposal Services.	Jen	In Progress
22-11-826	That the Bylaw 1246-21 Fee Schedule be amended to charge \$10.00/day per vehicle for day use at all campgrounds.	Jen/Louise	In Progress
22-11-828	That Mackenzie County no longer supply firewood for all in hamlet parks.	Don	
22-11-829	That the Policy UT006 Municipal Rural Water Servicing Endeavour to Assist and related information be brought back to a future Council Meeting.	John	Council Meeting 2022-12-13
22-11-830	That the Water and Sewer Rates remain the same as 2022.	John/Jen	COMPLETE
22-11-831	That a letter be sent to the Minister of Transportation and Economic Corridors in regards to funding for the Bridge Files within Mackenzie County from the MPE Engineering Report as well as highlighting the importance of the Economic Corridors.	Byron	

Motion	Action Required	Action By	Status
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October 25, 2022

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

To Whom it May Concern,

RE: Big Lakes County Board Appointment

At the Big Lakes County Organizational Meeting on October 25, 2022, 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 Monteith, Councillor
Box 244,
Enilda, AB T0G 0W0
Cell: 780-523-7681
Email: ward7@biglakescounty.ca

Please do not hesitate to contact our office should you have any questions or require any additional information.

Sincerely,



Roy Brideau
Interim CAO





November 23, 2022

Honourable Jason Copping
Minister of Health
432 Legislature Building
10800 – 97 Avenue
Edmonton, AB T5K 2B6
health.minister@gov.ab.ca

Dear Minister Copping:

I am writing to you on behalf of our Ponoka Volunteer Fire Department. Actually, I think I could be writing on behalf of most volunteer fire departments in rural Alberta. However, right now I am very concerned for the volunteer fire fighters of my community who bravely step forward and protect us all.

My main concern is with the current state that we find our ambulance service in. This is something that isn't new. It has been brewing for a number of years now and I believe we are about to hit critical mass, which means we are not too far away from doing far more damage to all of our emergency services, simply because we cannot collectively get a handle on how to manage this situation.

On November 21, 2022, we had an incident in the Town of Ponoka, where a pedestrian was hit on one of our roads by a motor vehicle. The first responders on the scene were our volunteer fire fighters. They had an ambulance dispatched from Bashaw which is about 30 minutes away. Ten minutes after the dispatch it was rerouted to Red Deer. By this time the next dispatched ambulance was to come from Leduc, 42 minutes away. In the meantime, the patient was seizing and his heartbeat had dropped to 28 beats per minute. At that time rather than continue to wait for an ambulance and lose the patient, our firefighters made the decision to pack him into the box of one of their pickups, and with a police escort got him to our local hospital. This is a summation of the report I read, and the complete absurdity of this situation I find astounding.

Two months prior, on September 21, 2022, we had a shooting in our downtown. Once again, our volunteer fire fighters were first on the scene because an ambulance had to be dispatched out of Red Deer, about 45 minutes away. In the meantime, our volunteer fire department bandaged and stabilized the victim, and some of the members learned how to deal with a person who had their ear shot off.

Follow Town of Ponoka online at:
www.ponoka.ca

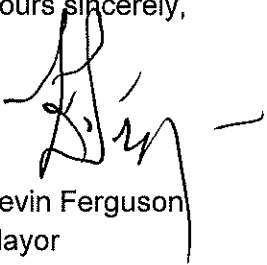


Town of Ponoka
200, 5604 – 50 Street
Ponoka, AB T4J 1G5
Main: 403-783-4431
Fax: 403-783-6745

In the last year our volunteer fire department has been the first to arrive on the scene of a medical event 18 times. They do this for the love of their community, and are not being paid----I would say for them money is not the issue. What is the issue is that after they have been faced with the trauma of a catastrophic medical event, they then have to go back to their real jobs the following day. So I put it to you, that while we are trying to somehow figure our way around this ambulance crisis, we are doing it on the backs of our rural volunteer fire fighters. I represent a rural municipality, and I am telling you what I see is that my friends, neighbours, and fellow citizens are being put at risk on a daily basis because we can't figure this ambulance thing out.

We are running out of time and something needs to be done not only for our cities, but for our rural communities too.

Yours sincerely,



Kevin Ferguson
Mayor

c: Premier Danielle Smith
Rachel Notley, Leader of the Opposition
Ron Orr, MLA – Lacombe/Ponoka
Mayors – Alberta Municipalities
Reeve Paul McLauchlin, Ponoka County
Donna Noble, Protective Services Coordinator – Ponoka County

From: [JSG Peace Officer Program](#)
To: [JSG Peace Officer Program](#)
Subject: FW: NEW Peace Officer Bulletin Protocol
Date: November 15, 2022 2:07:40 PM

Hello all

Not sure if your organization received the email below. Please read and reply to peaceofficerinfo@gov.ab.ca

If you are a big organization that has many section like City of Calgary and City of Edmonton please when replying in the email state which section this email is for.

Example: City of Calgary Parking emailaddress@calgary.ca

Thanks

Be safe and healthy

Bernie Bezeau, CD

Admin Support

Alberta Government Peace Officer Programs

Law Enforcement Oversight and Standards

Public Safety and Emergency Services

10365 97 Street (9th Floor)

Edmonton, AB T5J 3W7

780 644-4547

Please check website for any updates

www.peaceofficerprogram.alberta.ca

***HOLIDAY CLOSURE:** The Security Programs office will be closed Saturday December 24th, 2022 through Monday, January 2rd, 2023. Regular service will resume Tuesday January 3th, 2023.

Classification: Protected A

From: JSG Peace Officer Program <peaceofficerinfo@gov.ab.ca>

Sent: Wednesday, November 09, 2022 2:29 PM

To: JSG Peace Officer Program <peaceofficerinfo@gov.ab.ca>

Subject: NEW Peace Officer Bulletin Protocol

Hello all

Sent on behalf of Tammy Spink

ATTENTION All Primary and Secondary Authorized Employer Contacts:

Effective December 1, 2022, the Peace Officer Program will no longer post Peace Officer Program Bulletins on the Government of Alberta (GOA) Website.

To support more effective and timely communication to Authorized Employers the Program is establishing a direct email process for Bulletins.

What has prompted this change? Over the past two years, there has been an increase in communication with peace officer agencies (both Bulletins and direct email) as well as personnel changes that are at times not reported to the Program promptly. This has changed the nature of the information being shared and made it difficult to ensure important information reaches the key contacts and peace officers in a timely manner. The current process requires the Bulletin be posted in the Open Government format on the GOA website. As a result, there are some matters that cannot be addressed utilizing the Bulletin which can slow the spread of important information to and within each agency.

Please provide a designated email address for Bulletins to the Program no later than November 25, 2022.

What is required? Each agency will be responsible for selecting an email address for this purpose (emails will go to one email address *only*) and establishing a process for distributing the Bulletin within the agency. The email address must be accessible to more than one user and should not be assigned to a specific person. Most agencies have a public email address for citizens to report bylaw or peace officer complaints that may be suitable for this process.

Additional Requirements:

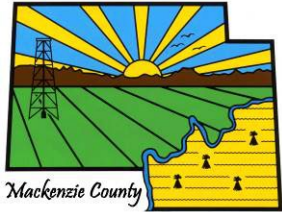
1. Establish an internal process for checking and distributing Bulletins (does not have to be provided to the Program).
2. Distribute Bulletins promptly to the primary and secondary contacts (included in this email) and to all peace officers.
3. Store Bulletins electronically for future access to this information. Changes to Program policy and process will be added to the Peace Officer Program Policy and Procedures Manual each January making the content available through other means at some point. Each agency can determine how long it needs to keep these documents.
4. DO NOT post Bulletins on public facing websites or social media sites (these documents will be classified as Protected B); this is intended to be information for Program participant's only. Without proper context, the information contained in Bulletins may be misinterpreted by individuals not familiar with the Peace Officer Program.

If you require additional information or assistance, please email peaceofficerinfo@gov.ab.ca; Joan and Bernie will be happy to assist further.

-
Thank you for your assistance.

Tammy Spink
Manager
Law Enforcement Oversight and Standards
Public Safety and Emergency Services
Phone: 780-427-6896

Classification: Protected A



Mackenzie County

P.O. Box 640, 4511-46 Avenue, Fort Vermilion, AB T0H 1N0
P: (780) 927-3718 Toll Free: 1-877-927-0677 F: (780) 927-4266
www.mackenziecounty.com
office@mackenziecounty.com

November 17, 2022

Fort Vermilion School Division
PO Bag 1
5213 River Road
Fort Vermilion, AB
T0H 1N0

Dear Mr. McMann:

RE: LAND TRANSFER REQUEST – MACKENZIE WELLNESS CENTRE PROJECT

Mackenzie County is thankful for the partnerships with the Fort Vermilion School Division and as we continue to build communities together. Council is requesting the board consider entering into a land transfer agreement for the property identified for the future use of the Mackenzie Wellness Centre.

Council made the following motion to assist with this project moving forward:

MOTION 22-11-824

MOVED by Councillor Peters

That Mackenzie County write a letter to the Fort Vermilion School Division to request a land transfer for \$1.00 for the La Crete Mackenzie Wellness Centre Project.

CARRIED

The La Crete Public School property was recently surveyed to subdivide for the project. If the request is approved, Mackenzie County would move forward with the land title transfer. Council supports the unification of inter-governmental relationships and looks forward to future collaborations.

Should you have any further questions, please feel free to contact myself at (780) 926-7405 or James Thackray, Chief Administrative Officer at (780) 927-3718.

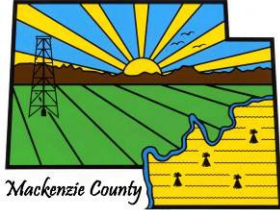
Fort Vermilion School Division
Page 2
November 17, 2022

Sincerely,

A handwritten signature in black ink, appearing to read "Josh Knelsen". The signature is fluid and cursive, with a prominent loop at the beginning and a sharp end.

Joshua Knelsen
Reeve
Mackenzie County

c: Mackenzie County Council



Mackenzie County

P.O. Box 640, 4511-46 Avenue, Fort Vermilion, AB T0H 1N0
P: (780) 927-3718 Toll Free: 1-877-927-0677 F: (780) 927-4266
www.mackenziecounty.com
office@mackenziecounty.com

November 23, 2022

RE: MACKENZIE AQUATIC SOCIETY – GRANT FUNDING SUPPORT LETTER

It is my pleasure, on behalf of the Mackenzie County Council, to write a letter of support for the Mackenzie Aquatic Society in their intentions to source and secure capital cost funding for the Mackenzie Wellness Centre multi-purpose facility project.

Mackenzie County is a growing region with the most children per capita in the nation. Key infrastructure pieces such as this multiplex project, promotes not only physical and mental health but also the economic health, sustainability and development of the region.

This facility has the potential to keep funds locally that would normally leave the area. Expenditures such as medical trips and rehabilitation services which include workers compensation can stay in the region. It can also allow for new money in the form of attracting investors and supporting major events such as the Arctic Winter Games and Indigenous events.

The following is only a partial list of the benefits such a facility can bring:

- Supports physical and mental health of community members year round
- Increases investment in the region
- Attracts and retains Professional Services that are currently not available in our region
- Creates long term employment
- Recreation and Wellness - Huge benefit for Physio and Occupational Therapy
- Rehabilitation of workplace injuries
- Showcasing the region through major events such as Arctic Winter Games, Summer Games and Indigenous Events

Mackenzie Aquatic Society

Page 2

November 23, 2022

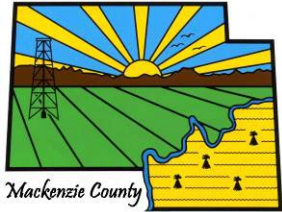
Should you have any further questions, please feel free to contact myself at (780) 926-7405 or James Thackray, Chief Administrative Officer at (780) 927-3718.

Sincerely,

A handwritten signature in black ink, appearing to read "Josh Knelsen". The signature is fluid and cursive, with a large initial "J" and "K".

Joshua Knelsen
Reeve
Mackenzie County

c. Mackenzie County Council



Mackenzie County

P.O. Box 640, 4511-46 Avenue, Fort Vermilion, AB T0H 1N0
P: (780) 927-3718 Toll Free: 1-877-927-0677 F: (780) 927-4266
www.mackenziecounty.com
office@mackenziecounty.com

Tourism Relief Fund
Canada Place
9700 Jasper Avenue
Suite 1500
Edmonton, Alberta T5J 4H7

November 15, 2022

**RE: LA CRETE POLAR CATS SNOWMOBILE CLUB – TOURISM RELIEF
FUND GRANT APPLICATION**

It is my pleasure, on behalf of the Mackenzie County Council, to write a letter of support for the La Crete Polar Cats Snowmobile Club Tourism Relief Fund grant application. The funding would benefit not only the Mackenzie County region but the northwest region of Alberta. The enhancements and opportunities for tourism through the La Crete Polar Cats Snowmobile Club is fully supported by Mackenzie County Council.

The La Crete Polar Cats Snowmobile Club was organized in 1992 and incorporated in 1998. Their services and programs are broad and of great value to the region.

Should you have any further questions, please feel free to contact myself at (780) 926-7405 or James Thackray, Chief Administrative Officer at (780) 927-3718.

Sincerely,

Joshua Knelsen, Reeve
Mackenzie County

PEACE COUNTRY GLEANERS SOCIETY

PO Box 707
La Crete, AB T0H 2H0

Providing Food For The Hungry of Our World

November ??, 2022

Mackenzie County
PO Box 640
Fort Vermilion, AB T0H 1N0

To Whom it May Concern:

As you may already know, Peace Country Gleaners Society (PCGS) is a charitable organization located near La Crete Alberta. We grow and dry vegetables, as well as process vegetables that are donated by the community, which we then send to Okanagan Gleaners in Oliver, B.C. for packaging and distribution. We have many volunteers working here who would very much appreciate not having to drive about one quarter mile on a dusty or muddy road to get from 94th Ave. to the Gleaners yard. It is not very far, but just enough to get their vehicles dirty to do a few hours of volunteer work. Our request is that Mackenzie County put down cold mix asphalt from 94th Ave. to just past 9209 91st Street. This is a distance of approximately 300 to 400 meters.

Your consideration would be appreciated.

For more information you can visit our web site at www.peacecountrygleaners.ca or you can email us at admin@peacecountrygleaners.ca.

Sincerely,

A handwritten signature in black ink, appearing to read 'Abe Wiebe', written in a cursive style.

Abe Wiebe
Chairman Peace Country Gleaners

**Mackenzie County Library Board (MCLB)
October 18, 2022 Board Meeting Minutes
Fort Vermilion Library**

Present: Lisa Wardley, Steven Simpson, Lorraine Peters, Wally Schroeder, Kayla Wardley, Sandra Neufeld, Tamie McLean, Cameron Cardinal.

Absent: Lisa Wardley.

Guests: Carson Flett, Hope Warner.

1.0 Kayla Wardley called the meeting to order at 6:07 pm.

2.0 Approval of the Agenda:

MOTION #2022-09-01 Steven Simpson moved the approval of the agenda. **CARRIED**

3.0 Approval of the Minutes:

MOTION #2022-09-02 Lorraine Peters moved the approval of the September 18/22 meeting minutes. **CARRIED**

4.0 Review of Action Items:

- The action items of the previous MCLB meeting were reviewed.

5.0 Financial:

5.1 MCLB Financial Report as of September 30/22:

- Balance Forward	\$ 114,027.41
- Total Revenues	\$ 308,252.84
- Total Expenses	\$ 299,788.19
- Bank Balance	\$ 122,492.06

MOTION #2022-09-03 Steven Simpson moved the acceptance of the financial report. **CARRIED**

5.2 Fort Vermilion Library (FVL) Financial Report as of September 12/22:

- Total Revenues	\$ 73,476.27
- Total Expenses	\$ 38,771.65
- Net Income	\$ 34,704.62
- Bank Balance	\$ 77,526.51

MOTION #2022-09-04 Tamie McLean moved the acceptance of the financial report. **CARRIED**

6.0 Library Reports:

6.1 La Crete:

- Circulation for September was 10,761.
- Financial report to Oct 3/22: Income 160K, Expenses 139 K,
- They are purchasing 250 book bags.
- The draft plans for their library expansion were discussed. The concept drawings should be ready for the Salmon Grill on Oct 29/22.
- Farm Credit Canada donated \$1,000 to the library. It will be used to purchase books.
- The Salmon Grill on Oct 29/22 will feature a Johnny Cash impersonator. Tickets cost \$60. Six MCLB members volunteered to help at the Salmon Grill. They will be asked to arrive at 5:00 pm.

6.2 Fort Vermilion:

- Checkouts and renewals totaled 416 in September.
- Fourteen new patrons were added
- 55 items were withdrawn and 35 were added.
- In September, book sales brought in \$50. Another sale will occur during the first 3 weeks of December.
- A reading challenge is planned. Read 100 books and win a prize.
- Seasonal displays are being put up.
- Staff pick reads are changed regularly.

...2

6.3 Zama:

- A Halloween party is planned which will include pumpkin carving.
- Many new books are coming in.
- Snowshoes are available for rental.

6.4 Mackenzie County Library Consortium (MCLC):

- Use statistics for Freegal Streaming, Freegal Music, and Rocket Language will be reported at the November meeting.

6.5 High Level:

- The Croptober Fest fund raiser was well attended.
- They will be having a booth at Get to Know You Night.
- The Purdys chocolates fundraiser is continuing.

MOTION #2022-09-05 Cameron Cardinal moved the acceptance of the library reports for information. **CARRIED**

7.0 Old Business:

-None

8.0 New Business:

8.1 Fort Vermilion Library:

- Payment of the Fort Vermilion Library phone bill will be transferred to MCLB.

Motion #2022-09-06 Kayla Wardley moved that the MCLB sign a 2 year contract with the Fort Vermilion Library Society effective Nov 1/22 to pay the Society \$50 each time the library meeting room is used by the MCLB.

CARRIED

8.2 Library Promotional Materials:

- The MCLB is planning to provide promotional materials for the libraries during the Christmas season.

9.0 Correspondence:

- None

11.0 Next Meeting Date and Location: Fort Vermilion Library, November 22, 2022 at 6:00 p.m.

12.0 Adjournment:

MOTION # 2022-09-07 Steven Simpson moved to adjourn the meeting at 6:57 p.m.

CARRIED

These minutes were adopted this 22nd day of November 2022.

Chair: Kayla Wardley