




MACKENZIE COUNTY

COMMITTEE OF THE WHOLE MEETING

MARCH 28, 2023
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
COMMITTEE OF THE WHOLE MEETING**

**Tuesday, March 28, 2023
10:00 a.m.**

Fort Vermilion Council Chambers

Fort Vermilion, Alberta

AGENDA

			Page
CALL TO ORDER:	1.	a) Call to Order	
AGENDA:	2.	a) Adoption of Agenda	
ADOPTION OF PREVIOUS MINUTES:	3.	a) Minutes of the March 16, 2023 Committee of the Whole Meeting	5
		b)	
DELEGATIONS:	4.	a) Royal Canadian Mounted Police (RCMP) (11:45 a.m.)	11
		b) Fort Vermilion Recreation Board (1:15 p.m.)	61
		c)	
BUSINESS:	5.	a) 2022 Mackenzie County Engineering Costs	63
		b) Alberta Games Update	67
		c) 2022 Assessment Review (Handout)	71
		d) Municipal Development Plan Review	73
		e) Cheque Registers – March 13 -24, 2023	75
		f)	
		g)	
POLICY REVIEW:	6.	a) Policy UT006 Municipal Rural Water Servicing – Endeavor to Assist	77
		b) Amend Policy ADM042 General Safety	89

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

- 7. a) Customer # 241496 - Taxation Payment Agreement Amendment Request (*FOIP Section 17*)
- b) Out of Scope Contracts (*FOIP Sections 23, 24 and 27*)
- c) Creation of a Municipally Controlled Corporation (*FOIP Sections 23, 24, 25, & 27*)

**NEXT MEETING
DATE:**

- 8. a) Regular Council Meeting
 March 29, 2023
 10:00 a.m.
 Fort Vermilion Council Chambers

ADJOURNMENT:

- 9. a) Adjournment



Mackenzie County

REQUEST FOR DECISION

Meeting:	Committee of the Whole Meeting
Meeting Date:	March 28, 2023
Presented By:	Louise Flooren, Manager of Legislative & Support Services
Title:	Minutes of the March 16, 2023 Committee of the Whole Meeting

BACKGROUND / PROPOSAL:

Minutes of the March 16, 2023 Committee of the Whole 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: T. Thompson **Reviewed by:** _____ **CAO:** _____

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That the minutes of the March 16, 2023 Committee of the Whole Meeting be adopted as presented.

Author: T. Thompson **Reviewed by:** _____ **CAO:** _____

**MACKENZIE COUNTY
COMMITTEE OF THE WHOLE MEETING**

**Thursday, March 16, 2023
10:00 a.m.**

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

PRESENT: Josh Knelsen Reeve
Peter F. Braun Councillor
Cameron Cardinal Councillor
Darrell Derksen Councillor
David Driedger Councillor (arrived at 10:08 a.m.)
Ernest Peters Councillor
Garrell Smith Councillor
Lisa Wardley Councillor (virtual)

REGRETS: Walter Sarapuk Deputy Reeve Sarapuk
Jacquie Bateman Councillor

ADMINISTRATION: Byron Peters Interim Chief Administrative Officer/ Director
of Projects & Infrastructure
Don Roberts Director of Community Services
Jennifer Batt Director of Finance
Louise Flooren Manager of Legislative & Support Services/
Recording Secretary

ALSO PRESENT:

Minutes of the Committee of the Whole Meeting for Mackenzie County held on March 16, 2023 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 COW 23-03-24 MOVED by Councillor Braun

That the agenda be adopted as presented.

CARRIED

**MINUTES FROM
PREVIOUS MEETING:**

**3. a) Minutes of the January 24, 2023 Committee of the
Whole Meeting**

MOTION COW 23-03-25

MOVED by Councillor Peters

That the minutes of the January 24, 2023 Committee of the
Whole Meeting be adopted as presented.

CARRIED

Councillor Driedger joined the meeting at 10:08 a.m.

DELEGATION:

4. a) None

BUSINESS:

5. a) Action List Review

MOTION COW 23-03-26

MOVED by Councillor Braun

That the Action List discussion be received for information.

CARRIED

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

BUSINESS:

5. b) Cheque Registers – January 23 – March 10, 2023

MOTION COW 23-03-27

MOVED by Councillor Driedger

That the cheque registers and EFTs, from January 23 –
March 10, 2023, and January & February 2023 online
payments be received for information.

CARRIED

BUSINESS:

**5. c) MasterCard Statements – December 2022, January
2023**

MOTION COW 23-03-28

MOVED by Councillor Derksen

That the MasterCard statements for December 2022, and
January 2023 be received for information

CARRIED

- Louise Flooren, Manager of Legislative & Support Services/ Recording Secretary

MOTION COW 23-03-32 **MOVED** by Councillor Braun

That Council move out of the closed meeting at 12:28 p.m.

CARRIED

CLOSED MEETING: **7. a) Creation of a Municipally Controlled Corporation**

MOTION COW 23-03-33 **MOVED** by Councillor Smith

That the Creation of a Municipally Controlled Corporation discussion be received for information.

CARRIED

NEXT MEETING DATE: **8. a) Meeting Dates**

Committee of the Whole Meeting
March 28, 2023
10:00 a.m.
Fort Vermilion Council Chambers

ADJOURNMENT: **9. a) Adjournment**

MOTION COW 23-03-34 **MOVED** by Councillor Wardley

That the March 16, 2023 Committee of the Whole meeting be adjourned at 12:28 p.m.

CARRIED

These minutes will be presented for approval on March 28, 2023.

Joshua Knelsen
Reeve

Byron Peters
Interim Chief Administrative Officer



Mackenzie County

REQUEST FOR DIRECTION

Meeting:	Committee of the Whole
Meeting Date:	March 28, 2023
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:
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

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:** _____



"K" Division

**Strategic
Analysis and
Research
Unit**

Calls for Service

Strategic Performance Planning

Fort Vermilion Provincial Detachment

January - December, 2022

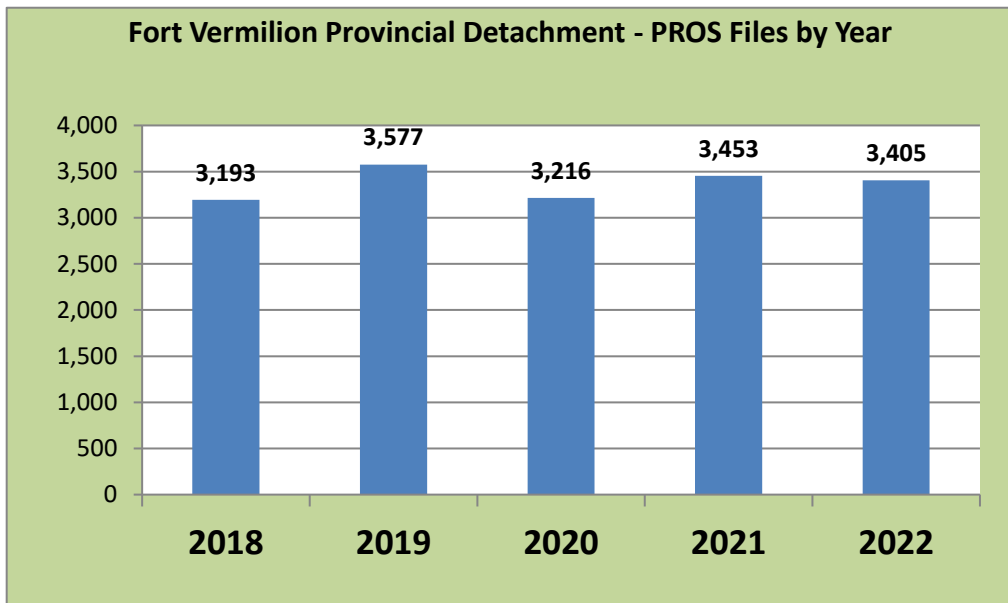
Date: January 17, 2023



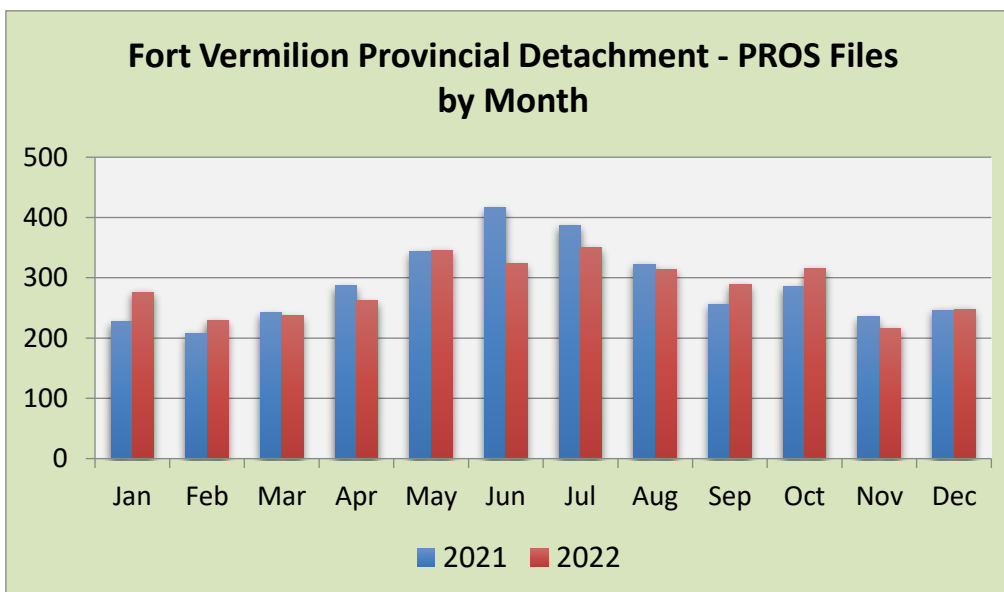
Fort Vermilion Provincial Detachment (January - December)

File Counts

Based on PROS data, the Fort Vermilion Provincial Detachment generated 3,405 files between January - December, 2022. This includes calls for service from the public as well as self-generated and proactive files. There was a decrease of 1.4% in 2022 when compared to 2021. Files generated by Provincial Traffic Units are not included.



In 2022 July had the most files generated (2021: June), while November had the least. (2021: February).





Fort Vermilion Provincial Detachment (January - December)

Generated file times:

The following chart illustrates when all PROS files were **generated**. The chart ranges from least calls for service/files generated (green) to the highest number of calls for service/files generated (red) and is broken down by day (columns) and each hour of the day (rows).

Saturday had the most files generated, while Sunday had the least.

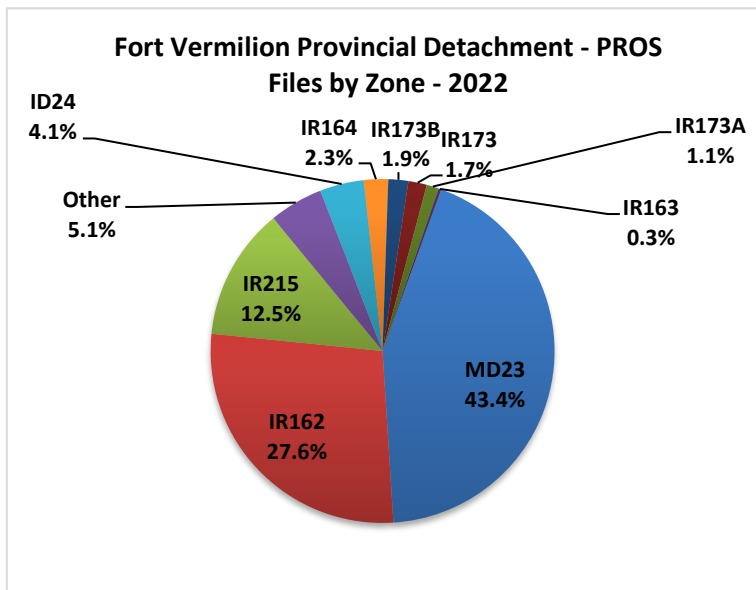
		Day							Total
		Sun	Mon	Tue	Wed	Thu	Fri	Sat	
Hour of the Day	0	18	20	10	19	14	10	22	113
	1	25	11	14	16	11	18	19	114
	2	21	17	11	20	13	10	11	103
	3	12	8	12	8	13	12	13	78
	4	13	14	9	13	8	7	16	80
	5	8	11	10	15	8	16	16	84
	6	11	8	6	9	12	8	10	64
	7	12	9	8	6	8	7	18	68
	8	6	12	17	12	11	17	26	101
	9	6	21	23	27	22	26	17	142
	10	17	26	25	26	28	22	17	161
	11	15	19	28	24	19	27	32	164
	12	14	26	21	32	24	33	36	186
	13	26	30	33	31	30	45	37	232
	14	20	40	27	30	33	30	24	204
	15	24	34	39	33	31	26	37	224
	16	21	30	37	39	22	33	35	217
	17	18	21	22	25	25	23	27	161
	18	21	18	22	22	27	26	29	165
	19	18	19	21	26	8	23	31	146
	20	28	20	24	14	20	25	32	163
	21	29	16	15	21	21	29	25	156
	22	23	15	14	19	12	27	22	132
	23	20	22	22	19	17	23	24	147
Total		426	467	470	506	437	523	576	



Fort Vermilion Provincial Detachment (January - December)

File Generation by Zone:

The following graph and table shows a break-down of where files were generated in 2022 as well as a comparison to previous years for how many files were generated in each. The zone 'Other' is used for files that were improperly zoned or had a fewer than 10 file types. In 2022 the zone 'MD23' had the most files generated.



Fort Vermilion Provincial Detachment - PROS Files by Zone					
Zone	2018	2019	2020	2021	2022
MD23	1,507	1,596	1,421	1,457	1,479
IR162	987	1,020	809	935	940
IR215	325	430	409	433	424
Other	28	250	277	177	172
ID24	110	136	95	146	141
IR164	77	71	131	135	78
IR173B	46	0	0	89	64
IR173	61	62	61	37	59
IR173A	44	0	0	31	39
IR163	8	12	13	13	9



Fort Vermilion Provincial Detachment (January - December)

Public Calls for Service (CHDS Files):

The following chart shows calls for service for 2022 broken down by day and hour of the day. There were 1,188 self-generated, front counter and proactive files created in 2022 accounting for 34.9% of all files generated. There were 2,217 calls for service from the public through an OCC in 2022.

When just OCC calls for service are considered, Saturday had the most calls for service while Tuesday had the least.

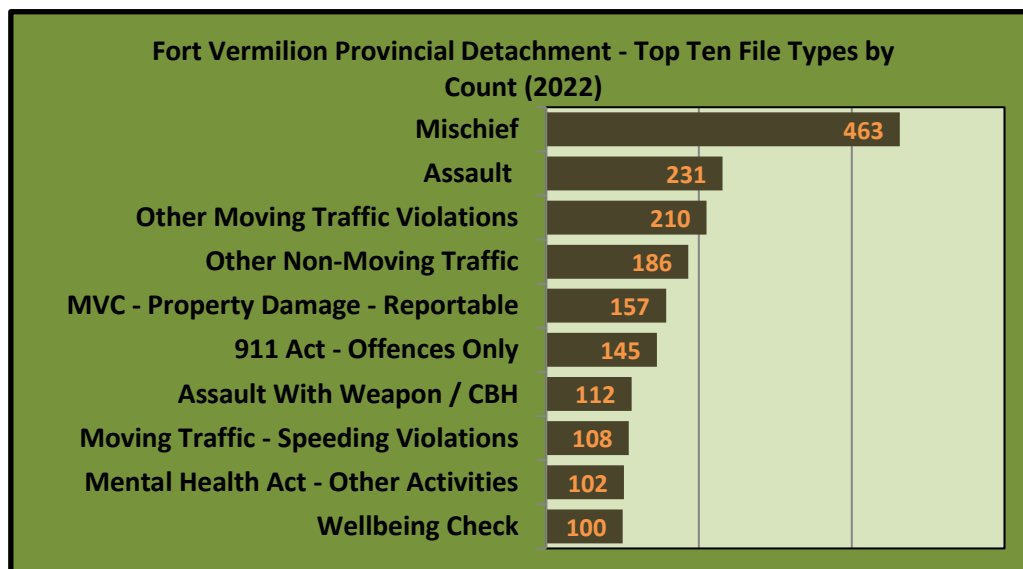
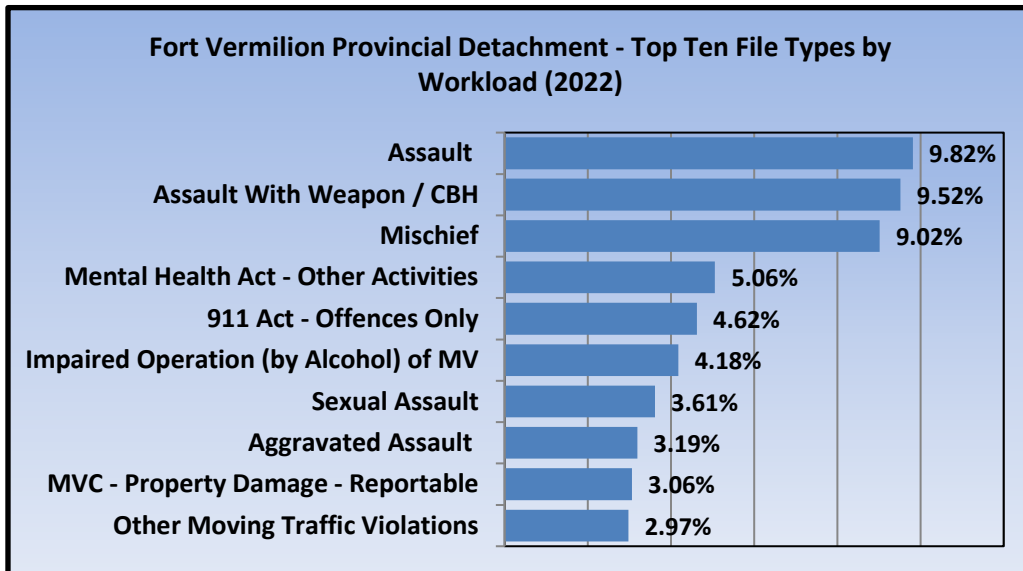
		Day							Total
		Sun	Mon	Tue	Wed	Thu	Fri	Sat	
H o u r o f t h e D a y	0	16	17	7	17	12	9	12	90
	1	20	11	13	15	11	17	13	100
	2	19	15	9	20	13	10	9	95
	3	12	8	10	7	13	12	12	74
	4	12	13	9	13	7	7	16	77
	5	8	10	10	13	8	16	13	78
	6	9	7	5	9	12	8	9	59
	7	11	9	8	6	8	6	15	63
	8	5	7	11	10	4	13	23	73
	9	6	7	9	15	13	13	16	79
	10	13	12	11	10	10	11	16	83
	11	9	4	12	11	5	14	15	70
	12	11	10	13	12	13	9	21	89
	13	16	8	11	9	15	18	22	99
	14	14	14	8	13	12	8	18	87
	15	13	16	8	15	13	15	25	105
	16	12	11	17	21	12	17	28	118
	17	14	11	14	15	15	14	21	104
	18	16	12	16	15	22	19	20	120
	19	11	15	14	22	8	15	24	109
	20	22	14	17	13	13	16	24	119
	21	21	13	11	19	20	19	17	120
	22	10	13	7	9	9	16	17	81
	23	17	20	20	16	13	19	20	125
Total		317	277	270	325	281	321	426	



Fort Vermilion Provincial Detachment (January - December)

Top Ten File Types by Workload and by File Count:

The two graphs below show the top 10 files types that were generated in 2022 both by estimated workload and by frequency.



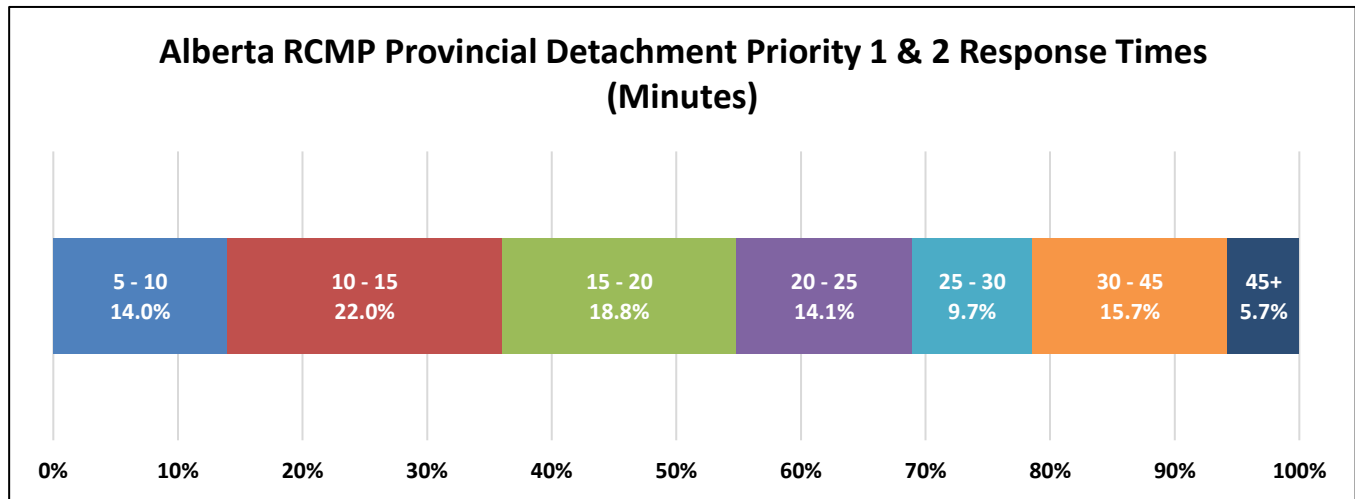


Fort Vermilion Provincial Detachment (January - December)

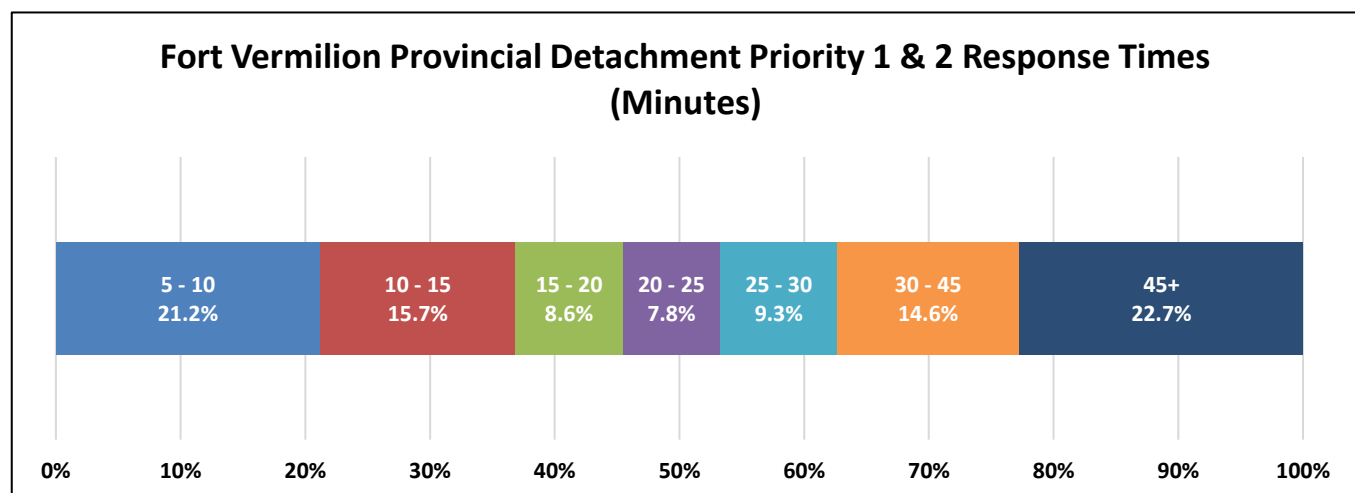
Travel and Total Response Time

In order to determine total response times, 4.75 minutes were added to every Priority 1 trip to account for OCC queue time, length of the call and file maintenance, and the dispatching of the file to the Member. For Priority 2 trips, 6.25 minutes were added to account for OCC queue time, length of the call and file maintenance, dispatching the file to the Member, and the time for the Member to read the file and do initial checks and queries. These additions to calculate total response times are based on a 2018 study.

The overall average response time for Priority 1 & 2 calls in 2022 for Provincial Detachments in K Division was 21.7 minutes. The graph below shows a break down of all of these calls.



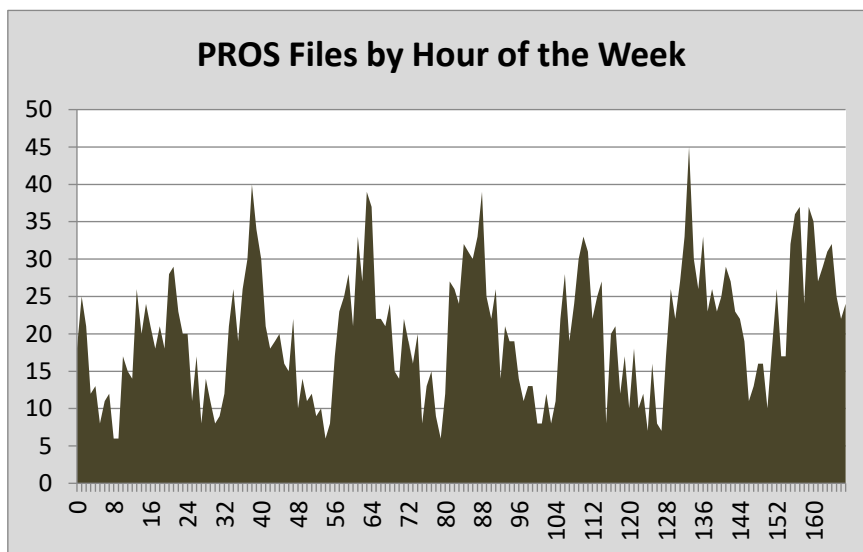
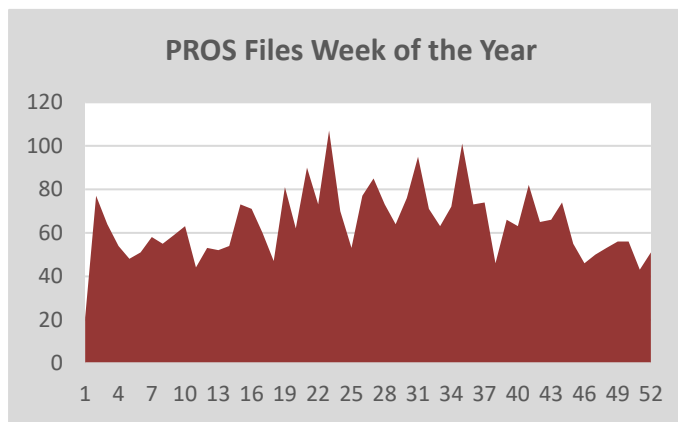
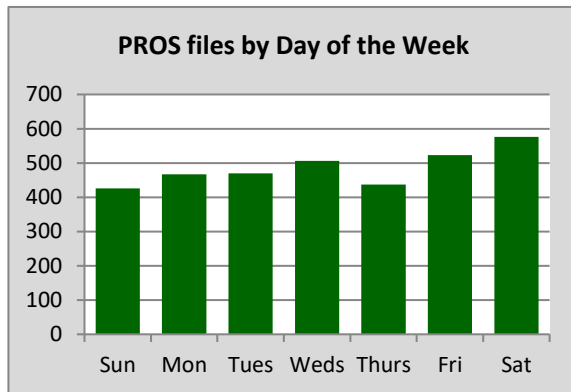
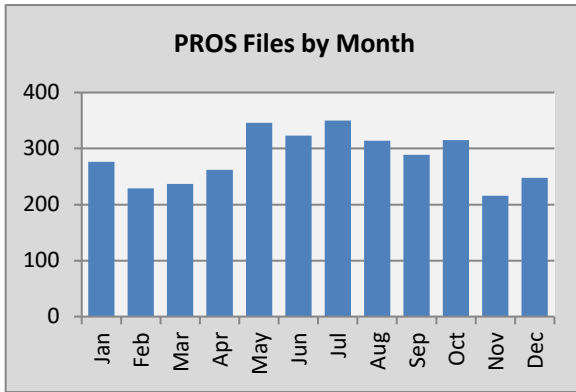
The overall average response time for Priority 1 & 2 calls in 2022 for the Fort Vermilion Provincial Detachment was 30.1 minutes. The graph below shows a break down of all of these calls.





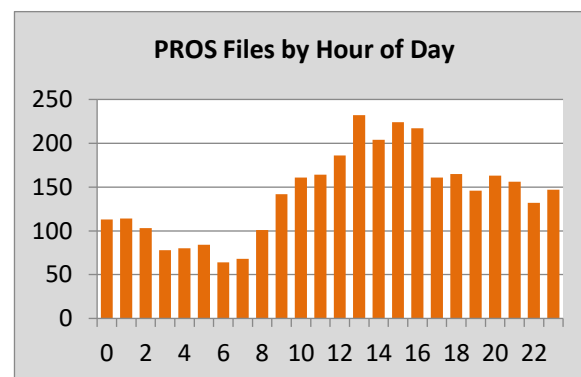
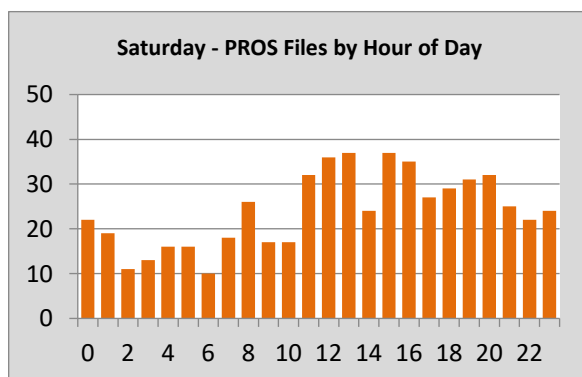
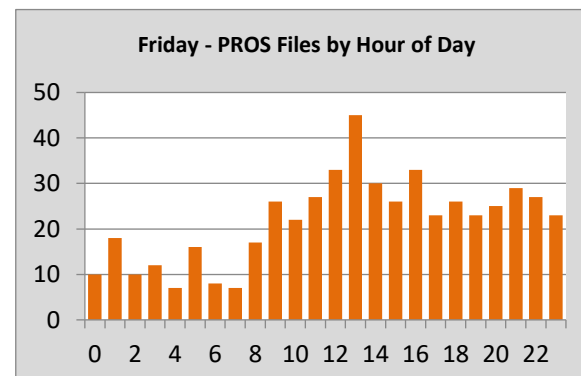
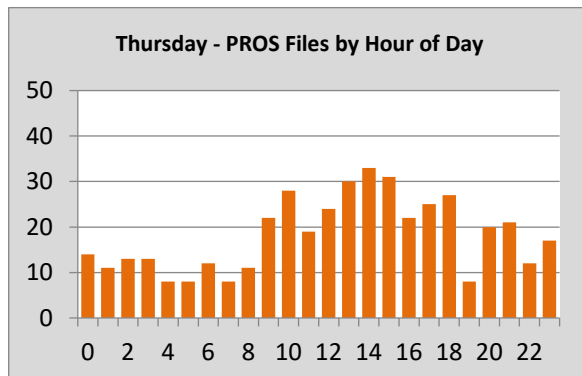
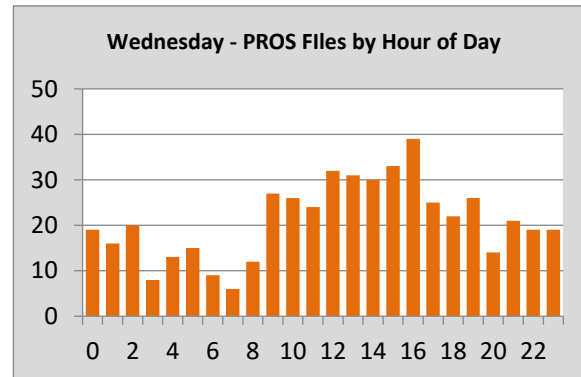
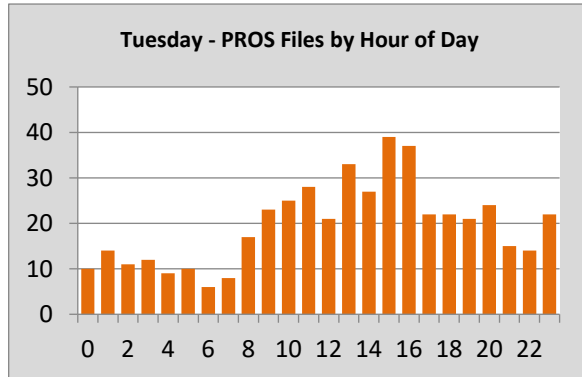
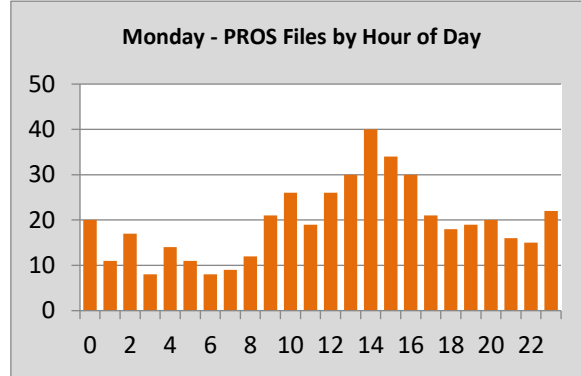
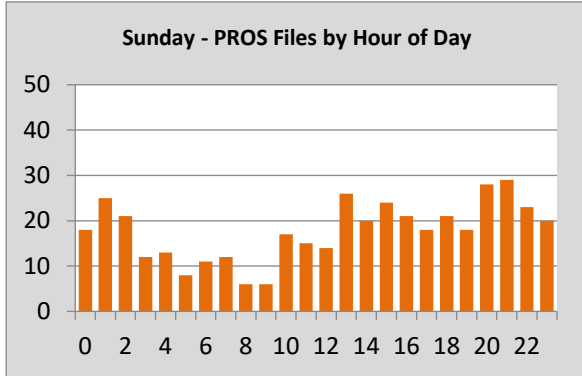
Fort Vermilion Provincial Detachment (January - December)

Distribution of Files



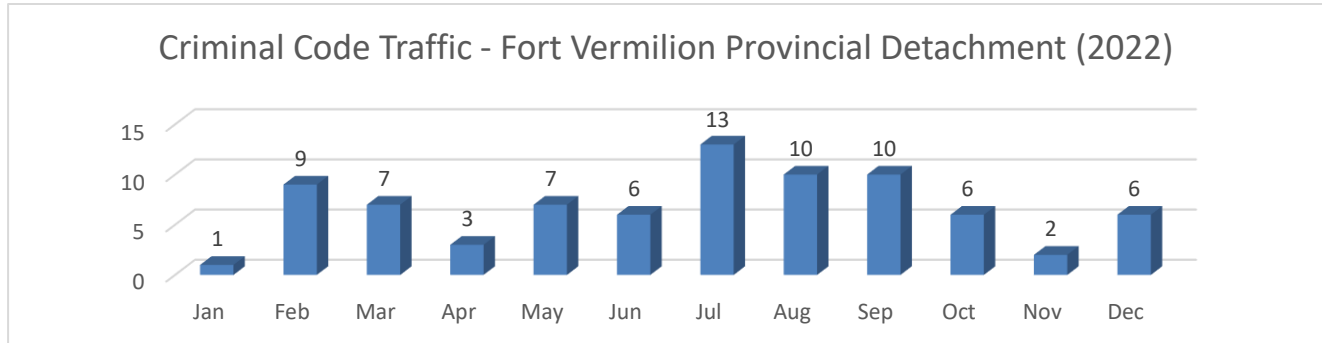


Fort Vermilion Provincial Detachment - Files by Day (January - Decemb





Fort Vermilion Provincial Detachment - Criminal Code Traffic (January - December)

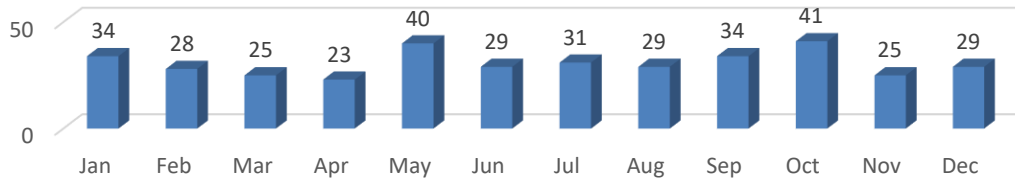


		Criminal Code Traffic - Day of the Week							Total
		Sun	Mon	Tue	Wed	Thu	Fri	Sat	
H o u r o f t h e D a y	0	1	1						2
	1	2	1				1		4
	2						1		1
	3							1	1
	4								0
	5				1		2	1	4
	6		1	1					2
	7			1					1
	8	1		1			1		3
	9							1	1
	10		1	1				2	4
	11		2	2	1		1	1	7
	12	2			1		2	1	6
	13	1			2	1		2	6
	14						1	1	2
	15	2	1		1	1	1	1	7
	16				1		1	3	5
	17		1	3			1	4	9
	18						1		1
	19						3	2	5
	20							1	1
	21	1				1	1	3	6
	22		1					1	2
	23								0
Total	10	9	9	7	3	17	25		



Fort Vermilion Provincial Detachment - Assaults (Excluding Sexual Assaults) (January - December)

Assaults (Excluding Sexual Assaults) - Fort Vermilion Provincial Detachment (2022)

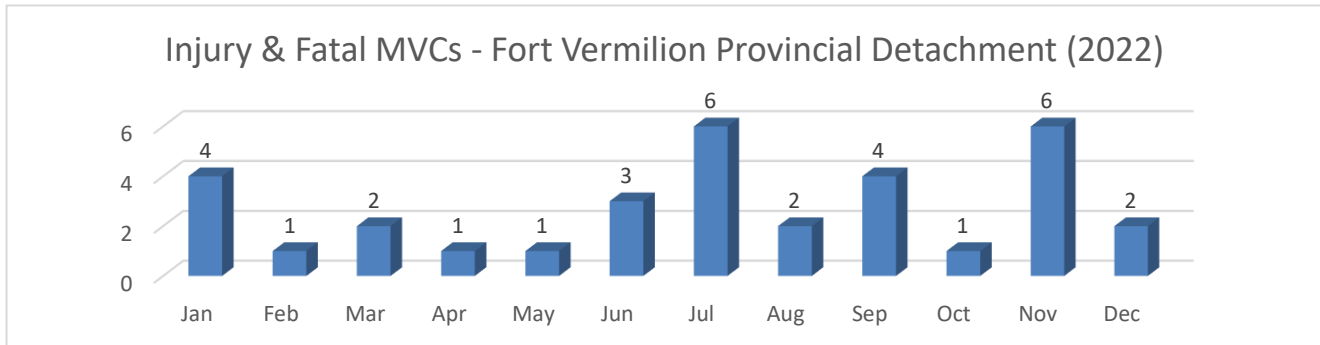


Assaults (Excluding Sexual Assaults) - Day of the Week

		Sun	Mon	Tue	Wed	Thu	Fri	Sat	Total
Hour of the Day	0	1	3	2	1	1	1	4	13
	1	4	1	1	3		2	2	13
	2	2	4		4	2	3	1	16
	3	2	1	1	3	3	1	1	12
	4	2	1	1	3	1	2	1	11
	5	3	3	1	4	2	4	3	20
	6	2	1		2	1	3	2	11
	7	2	4	1				3	10
	8		2		1	2	2	10	17
	9		3	1	4	5	5	3	21
	10	1	2	1	2	5	1	4	16
	11		1	2		2	3	1	9
	12	2	3	1	3	4	6	3	22
	13	2	1	5		4	4	5	21
	14	3	2		1	2	2	5	15
	15	1		1	3		2	5	12
	16	1	3	4	6	1	1	6	22
	17	1	3	2	6	2	4	4	22
	18	2			3	1	2	2	10
	19		3		5	2	2	5	17
	20	4	2		2		2	2	12
	21	3		2	2		4	2	13
	22	2	1	1	2	3		3	12
	23	3	3	2	5	4		4	21
Total		43	47	29	65	47	56	81	



Fort Vermilion Provincial Detachment - Injury & Fatal MVCs (January - December)



		Injury & Fatal MVCs - Day of the Week							Total
		Sun	Mon	Tue	Wed	Thu	Fri	Sat	
Hour of the Day	0								0
	1				1				1
	2								0
	3								0
	4								0
	5								0
	6				1				1
	7								0
	8								0
	9	1				1		1	3
	10			1				1	2
	11				1			1	2
	12		2		2				4
	13								0
	14	1					1		2
	15	1	1	1					3
	16		2			2	1	1	6
	17		1				1		2
	18						1		1
	19								0
	20					2			2
	21	1				1			2
	22						2		2
	23								0
Total	4	6	2	5	6	6	4		



Fort Vermilion Provincial Detachment (January - December) - Zone ID24

Zone ID24 Generated file times:

The following chart illustrates when all PROS files were generated for Zone ID24. The chart ranges from least calls for service/files generated (green) to the highest number of calls for service/files generated (red) and is broken down by day (columns) and each hour of the day (rows).

Sunday had the most files generated, while Tuesday had the least.

		Day							Total
		Sun	Mon	Tue	Wed	Thu	Fri	Sat	
Hour of the Day	0	0	0	0	0	0	1	1	2
	1	0	0	1	0	0	3	0	4
	2	0	0	0	1	0	1	0	2
	3	0	0	0	0	0	1	1	2
	4	1	0	0	0	1	1	0	3
	5	0	0	0	0	1	0	1	2
	6	3	0	0	0	1	0	0	4
	7	0	2	1	1	0	0	0	4
	8	0	1	0	0	0	0	0	1
	9	2	0	1	2	1	1	0	7
	10	0	0	1	1	2	0	0	4
	11	1	0	1	2	0	1	1	6
	12	0	1	1	1	3	3	4	13
	13	2	2	3	1	3	2	1	14
	14	0	5	1	0	3	1	2	12
	15	1	2	0	3	1	0	2	9
	16	1	0	2	2	0	4	0	9
	17	3	1	3	0	0	1	1	9
	18	4	0	0	1	1	2	3	11
	19	1	1	0	2	0	0	1	5
	20	2	0	0	0	0	0	0	2
	21	3	1	0	1	2	0	2	9
	22	1	1	0	0	0	0	0	2
	23	1	0	1	0	0	2	1	5
Total		26	17	16	18	19	24	21	



Fort Vermilion Provincial Detachment (January - December) - Zone ID24

Zone ID24 Public Calls for Service (CHDS Files):

The following chart shows calls for service for Zone ID24 in 2022 broken down by day and hour of the day. There were 20 self-generated, front counter and proactive files created in Zone ID24 accounting for 14.2% of all files generated in that zone. There were 121 calls for service from the public through an OCC for Zone ID24 in 2022.

When just OCC calls for service are considered, Sunday had the most calls for service while Tuesday had the least.

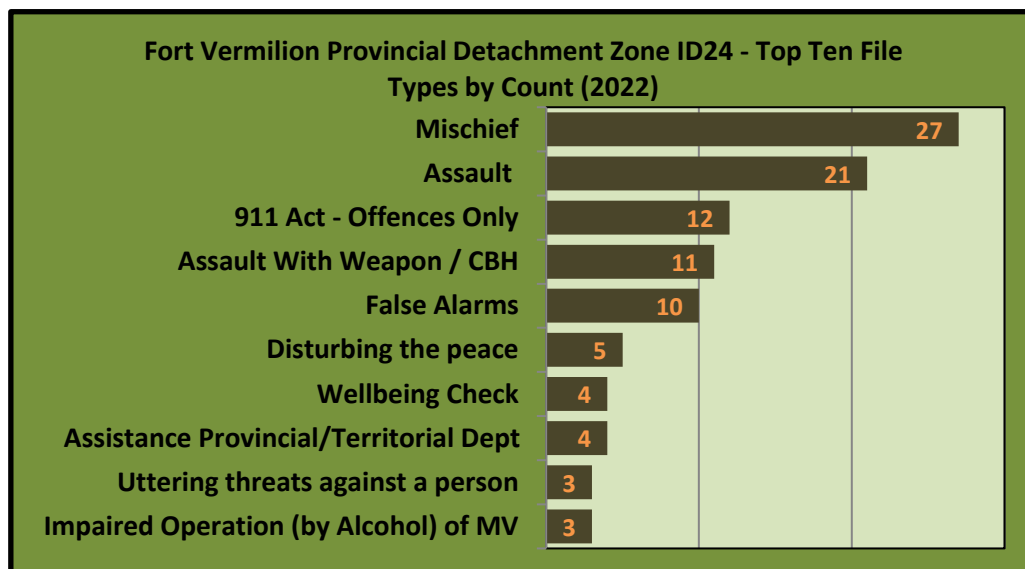
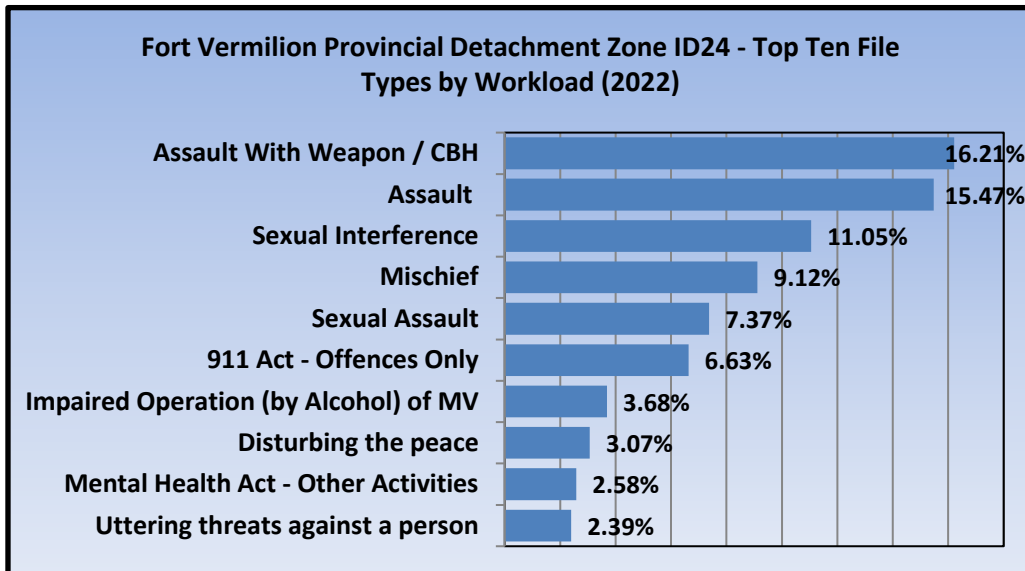
		Day							Total
		Sun	Mon	Tue	Wed	Thu	Fri	Sat	
Hour of the Day	0	0	0	0	0	0	1	1	2
	1	0	0	1	0	0	3	0	4
	2	0	0	0	1	0	1	0	2
	3	0	0	0	0	0	1	1	2
	4	0	0	0	0	1	1	0	2
	5	0	0	0	0	1	0	1	2
	6	1	0	0	0	1	0	0	2
	7	0	2	1	1	0	0	0	4
	8	0	1	0	0	0	0	0	1
	9	2	0	1	1	1	1	0	6
	10	0	0	1	1	1	0	0	3
	11	1	0	1	2	0	1	1	6
	12	0	1	0	1	3	2	4	11
	13	2	0	2	0	3	1	1	9
	14	0	5	0	0	2	1	2	10
	15	1	2	0	2	0	0	1	6
	16	1	0	1	2	0	3	0	7
	17	3	1	3	0	0	1	1	9
	18	4	0	0	1	1	2	3	11
	19	1	1	0	2	0	0	1	5
	20	1	0	0	0	0	0	0	1
	21	3	1	0	1	2	0	2	9
	22	1	1	0	0	0	0	0	2
	23	1	0	1	0	0	2	1	5
Total		22	15	12	15	16	21	20	



Fort Vermilion Provincial Detachment (January - December) - Zone ID24

Zone ID24 Top Ten File Types by Workload and by File Count:

The two graphs below show the top 10 files types that were generated for Zone ID24 in 2022 both by estimated workload and by frequency.





Fort Vermilion Provincial Detachment (January - December) - Zone IR162

Zone IR162 Generated file times:

The following chart illustrates when all PROS files were generated for Zone IR162. The chart ranges from least calls for service/files generated (green) to the highest number of calls for service/files generated (red) and is broken down by day (columns) and each hour of the day (rows).

Saturday had the most files generated, while Thursday had the least.

		Day							Total
		Sun	Mon	Tue	Wed	Thu	Fri	Sat	
Hour of the Day	0	5	6	4	7	2	2	3	29
	1	7	6	5	6	3	5	5	37
	2	9	8	4	6	5	4	1	37
	3	6	4	6	4	4	8	2	34
	4	6	5	6	4	6	1	3	31
	5	2	4	6	9	3	9	5	38
	6	2	3	5	4	6	6	3	29
	7	4	3	3	2	0	3	6	21
	8	3	4	3	4	1	3	14	32
	9	1	2	2	4	2	6	4	21
	10	3	8	8	5	8	4	5	41
	11	4	8	6	6	3	5	11	43
	12	3	10	5	7	6	9	16	56
	13	8	8	7	7	4	10	11	55
	14	3	6	6	4	10	9	12	50
	15	9	9	6	11	3	2	7	47
	16	8	8	11	7	3	7	10	54
	17	5	5	8	7	8	8	7	48
	18	5	6	7	8	5	8	6	45
	19	8	7	7	6	3	1	10	42
	20	9	4	4	5	1	4	9	36
	21	8	4	5	5	5	4	6	37
	22	5	7	2	3	2	5	6	30
	23	7	5	6	6	8	8	7	47
Total		130	140	132	137	101	131	169	



Fort Vermilion Provincial Detachment (January - December) - Zone IR162

Zone IR162 Public Calls for Service (CHDS Files):

The following chart shows calls for service for Zone IR162 in 2022 broken down by day and hour of the day. There were 281 self-generated, front counter and proactive files created in Zone IR162 accounting for 29.9% of all files generated in that zone. There were 659 calls for service from the public through an OCC for Zone IR162 in 2022.

When just OCC calls for service are considered, Saturday had the most calls for service while Thursday had the least.

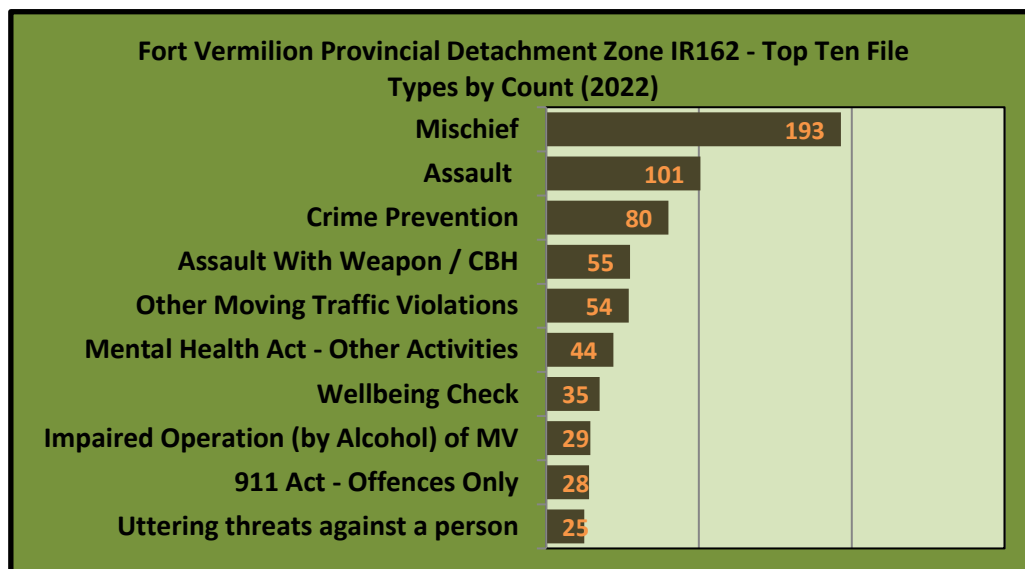
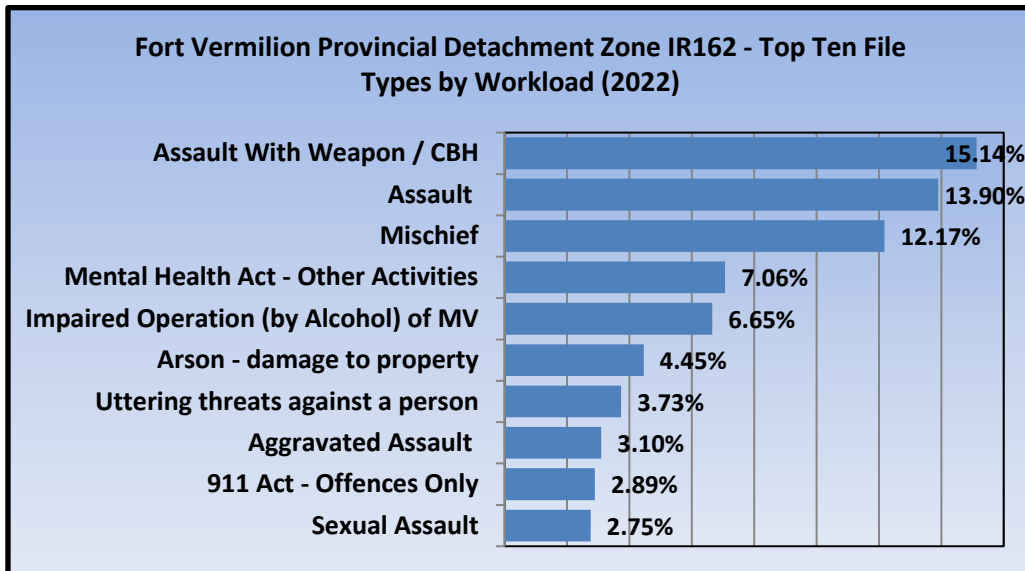
		Day							Total
		Sun	Mon	Tue	Wed	Thu	Fri	Sat	
H o u r o f t h e D a y	0	5	6	4	7	2	2	3	29
	1	7	6	5	6	3	5	3	35
	2	9	8	4	6	5	4	1	37
	3	6	4	5	4	4	8	2	33
	4	6	5	6	4	5	1	3	30
	5	2	3	6	9	3	9	5	37
	6	2	3	4	4	6	6	3	28
	7	3	3	3	2	0	2	5	18
	8	2	3	3	4	1	3	12	28
	9	1	2	2	3	2	3	4	17
	10	2	5	4	2	3	3	4	23
	11	2	3	1	1	1	3	4	15
	12	2	3	4	2	3	1	7	22
	13	4	3	2	1	0	2	7	19
	14	3	1	2	1	3	2	10	22
	15	2	4	2	6	1	1	2	18
	16	6	4	3	2	1	3	8	27
	17	4	2	4	4	5	5	3	27
	18	4	4	6	4	4	7	4	33
	19	6	5	5	5	3	1	8	33
	20	8	2	4	5	1	3	6	29
	21	7	4	2	5	5	3	5	31
	22	4	6	2	3	2	3	5	25
	23	7	5	6	6	6	6	7	43
Total		104	94	89	96	69	86	121	



Fort Vermilion Provincial Detachment (January - December) - Zone IR162

Zone IR162 Top Ten File Types by Workload and by File Count:

The two graphs below show the top 10 files types that were generated for Zone IR162 in 2022 both by estimated workload and by frequency.





Fort Vermilion Provincial Detachment (January - December) - Zone IR163

Zone IR163 Generated file times:

The following chart illustrates when all PROS files were generated for Zone IR163. The chart ranges from least calls for service/files generated (green) to the highest number of calls for service/files generated (red) and is broken down by day (columns) and each hour of the day (rows).

Sunday had the most files generated, while Monday had the least.

		Day							Total
		Sun	Mon	Tue	Wed	Thu	Fri	Sat	
Hour of the Day	0	0	0	0	0	0	0	0	0
	1	0	0	0	0	0	0	0	0
	2	0	0	1	0	0	0	1	2
	3	1	0	0	0	0	0	0	1
	4	0	0	0	0	0	0	0	0
	5	0	0	0	0	0	0	0	0
	6	0	0	0	0	0	0	0	0
	7	0	0	0	0	0	0	0	0
	8	0	0	0	0	0	0	1	1
	9	0	0	0	0	0	0	0	0
	10	1	0	0	0	0	0	0	1
	11	0	0	0	1	0	0	0	1
	12	0	0	0	0	0	0	0	0
	13	0	0	0	0	0	0	0	0
	14	0	0	0	0	0	0	0	0
	15	0	0	0	0	1	0	0	1
	16	0	0	0	0	0	0	0	0
	17	0	0	0	0	0	0	0	0
	18	0	0	0	0	1	0	0	1
	19	0	0	0	0	0	0	0	0
	20	0	0	0	0	0	0	0	0
	21	0	0	0	0	0	0	0	0
	22	0	0	0	0	0	1	0	1
	23	0	0	0	0	0	0	0	0
Total		2	0	1	1	2	1	2	



Fort Vermilion Provincial Detachment (January - December) - Zone IR163

Zone IR163 Public Calls for Service (CHDS Files):

The following chart shows calls for service for Zone IR163 in 2022 broken down by day and hour of the day. There were 2 self-generated, front counter and proactive files created in Zone IR163 accounting for 22.2% of all files generated in that zone. There were 7 calls for service from the public through an OCC for Zone IR163 in 2022.

When just OCC calls for service are considered, Sunday had the most calls for service while Monday had the least.

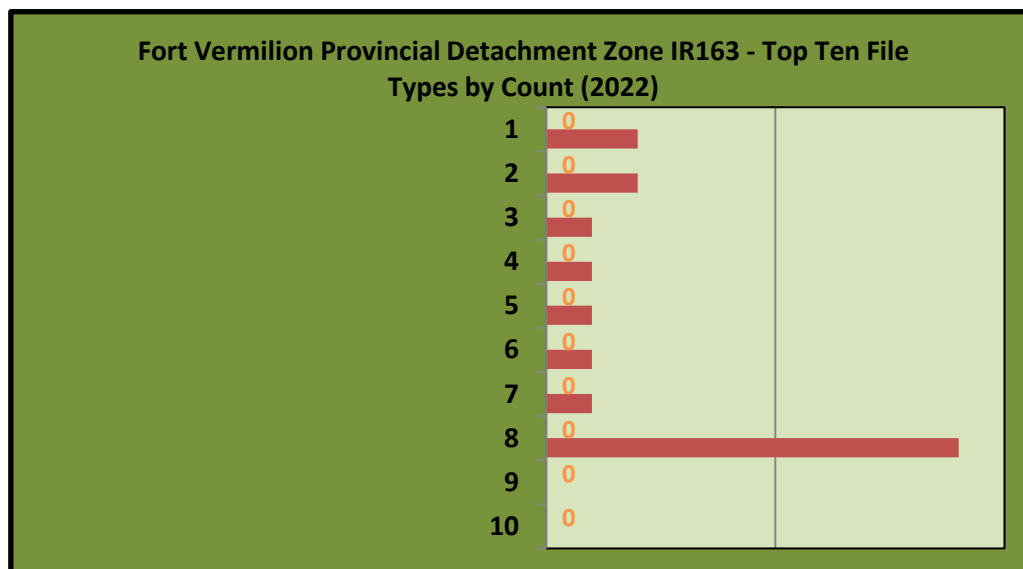
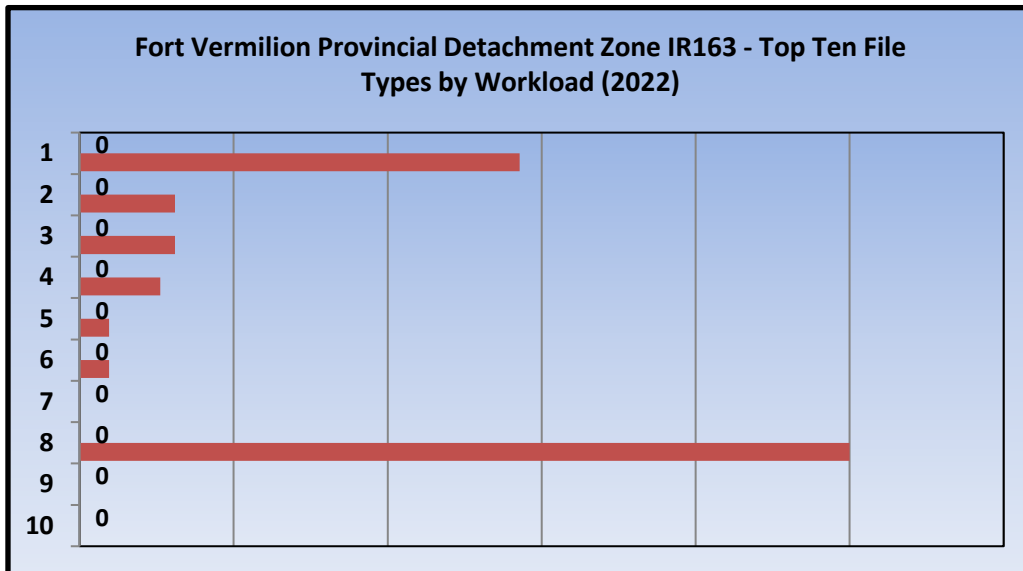
		Day							Total
		Sun	Mon	Tue	Wed	Thu	Fri	Sat	
Hour of the Day	0	0	0	0	0	0	0	0	0
	1	0	0	0	0	0	0	0	0
	2	0	0	1	0	0	0	0	1
	3	1	0	0	0	0	0	0	1
	4	0	0	0	0	0	0	0	0
	5	0	0	0	0	0	0	0	0
	6	0	0	0	0	0	0	0	0
	7	0	0	0	0	0	0	0	0
	8	0	0	0	0	0	0	1	1
	9	0	0	0	0	0	0	0	0
	10	1	0	0	0	0	0	0	1
	11	0	0	0	0	0	0	0	0
	12	0	0	0	0	0	0	0	0
	13	0	0	0	0	0	0	0	0
	14	0	0	0	0	0	0	0	0
	15	0	0	0	0	1	0	0	1
	16	0	0	0	0	0	0	0	0
	17	0	0	0	0	0	0	0	0
	18	0	0	0	0	1	0	0	1
	19	0	0	0	0	0	0	0	0
	20	0	0	0	0	0	0	0	0
	21	0	0	0	0	0	0	0	0
	22	0	0	0	0	0	1	0	1
	23	0	0	0	0	0	0	0	0
Total		2	0	1	0	2	1	1	



Fort Vermilion Provincial Detachment (January - December) - Zone IR163

Zone IR163 Top Ten File Types by Workload and by File Count:

The two graphs below show the top 10 files types that were generated for Zone IR163 in 2022 both by estimated workload and by frequency.





Fort Vermilion Provincial Detachment (January - December) - Zone IR164

Zone IR164 Generated file times:

The following chart illustrates when all PROS files were generated for Zone IR164. The chart ranges from least calls for service/files generated (green) to the highest number of calls for service/files generated (red) and is broken down by day (columns) and each hour of the day (rows).

Sunday had the most files generated, while Tuesday had the least.

		Day							Total
		Sun	Mon	Tue	Wed	Thu	Fri	Sat	
Hour of the Day	0	0	1	0	0	0	2	0	3
	1	1	0	0	0	1	0	1	3
	2	0	0	0	0	0	0	2	2
	3	0	0	0	0	0	0	0	0
	4	0	1	0	0	0	0	0	1
	5	0	0	0	0	0	2	0	2
	6	0	0	0	0	0	1	1	2
	7	1	0	0	0	0	0	0	1
	8	0	1	0	0	0	0	0	1
	9	1	1	2	1	0	0	1	6
	10	1	2	2	1	1	0	0	7
	11	1	0	0	0	1	2	0	4
	12	0	1	1	1	0	0	1	4
	13	1	0	0	0	0	1	2	4
	14	0	1	1	2	0	1	1	6
	15	1	1	0	0	1	0	1	4
	16	0	0	0	0	0	0	1	1
	17	2	0	0	1	1	2	0	6
	18	1	1	0	1	1	1	0	5
	19	0	1	0	0	0	0	0	1
	20	2	0	1	0	0	0	2	5
	21	0	0	0	0	1	1	0	2
	22	2	0	0	0	2	1	0	5
	23	2	0	0	0	0	1	0	3
Total		16	11	7	7	9	15	13	



Fort Vermilion Provincial Detachment (January - December) - Zone IR164

Zone IR164 Public Calls for Service (CHDS Files):

The following chart shows calls for service for Zone IR164 in 2022 broken down by day and hour of the day. There were 11 self-generated, front counter and proactive files created in Zone IR164 accounting for 14.1% of all files generated in that zone. There were 67 calls for service from the public through an OCC for Zone IR164 in 2022.

When just OCC calls for service are considered, Friday had the most calls for service while Tuesday had the least.

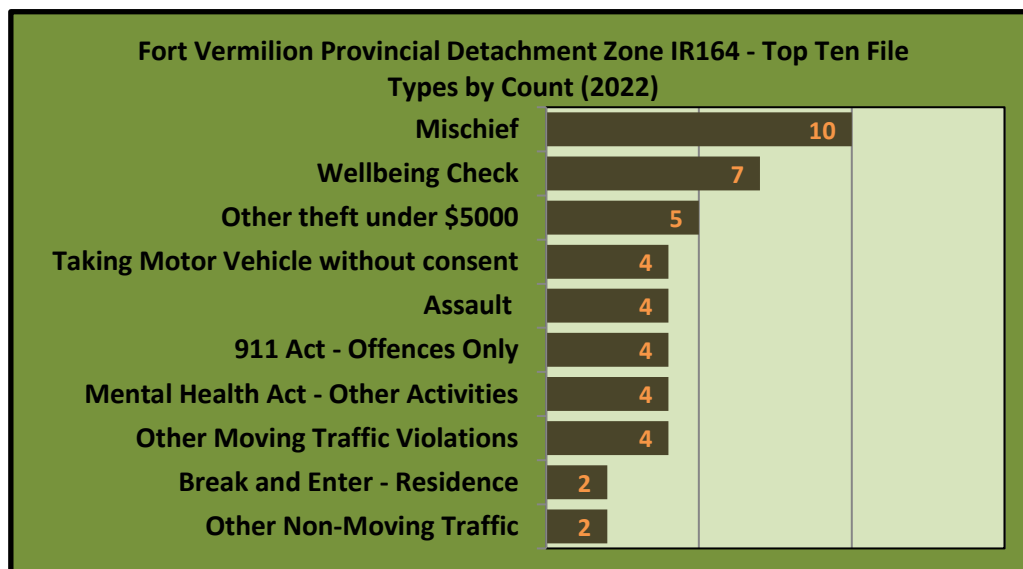
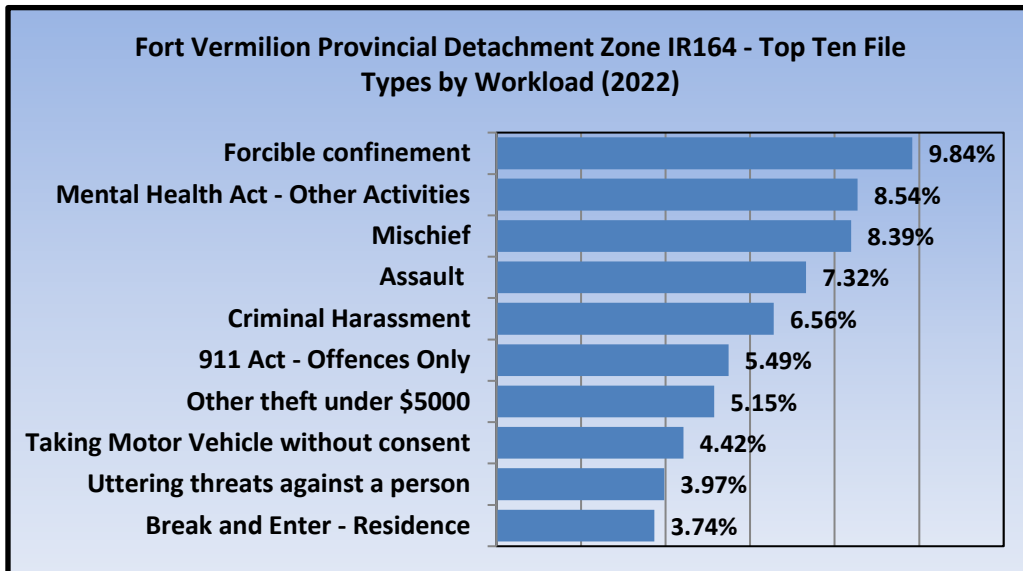
		Day							Total
		Sun	Mon	Tue	Wed	Thu	Fri	Sat	
H o u r o f t h e D a y	0	0	1	0	0	0	2	0	3
	1	1	0	0	0	1	0	1	3
	2	0	0	0	0	0	0	2	2
	3	0	0	0	0	0	0	0	0
	4	0	1	0	0	0	0	0	1
	5	0	0	0	0	0	2	0	2
	6	0	0	0	0	0	1	1	2
	7	1	0	0	0	0	0	0	1
	8	0	1	0	0	0	0	0	1
	9	1	1	0	1	0	0	1	4
	10	1	1	2	1	1	0	0	6
	11	0	0	0	0	1	2	0	3
	12	0	0	1	1	0	0	1	3
	13	0	0	0	0	0	1	2	3
	14	0	1	0	2	0	1	1	5
	15	1	0	0	0	1	0	1	3
	16	0	0	0	0	0	0	1	1
	17	2	0	0	0	0	2	0	4
	18	1	1	0	1	1	1	0	5
	19	0	1	0	0	0	0	0	1
	20	2	0	1	0	0	0	2	5
	21	0	0	0	0	1	1	0	2
	22	2	0	0	0	2	1	0	5
	23	1	0	0	0	0	1	0	2
Total		13	8	4	6	8	15	13	



Fort Vermilion Provincial Detachment (January - December) - Zone IR164

Zone IR164 Top Ten File Types by Workload and by File Count:

The two graphs below show the top 10 files types that were generated for Zone IR164 in 2022 both by estimated workload and by frequency.





Fort Vermilion Provincial Detachment (January - December) - Zone IR173

Zone IR173 Generated file times:

The following chart illustrates when all PROS files were generated for Zone IR173. The chart ranges from least calls for service/files generated (green) to the highest number of calls for service/files generated (red) and is broken down by day (columns) and each hour of the day (rows).

Saturday had the most files generated, while Sunday had the least.

		Day							Total
		Sun	Mon	Tue	Wed	Thu	Fri	Sat	
H o u r s o f t h e D a y	0	0	1	0	0	0	0	3	4
	1	1	2	0	2	1	1	2	9
	2	0	0	0	0	0	0	1	1
	3	0	0	0	1	1	2	0	4
	4	0	0	1	0	0	1	0	2
	5	0	0	0	0	0	0	1	1
	6	0	0	0	0	0	0	0	0
	7	0	0	0	0	1	0	3	4
	8	0	0	1	0	0	0	0	1
	9	0	0	1	0	0	1	0	2
	10	0	0	0	0	0	0	1	1
	11	0	0	0	0	0	0	0	0
	12	0	1	0	1	1	0	2	5
	13	0	0	0	0	0	1	0	1
	14	2	0	0	0	0	0	0	2
	15	0	0	0	0	0	0	1	1
	16	0	0	0	1	1	0	1	3
	17	0	0	0	0	1	0	0	1
	18	0	1	0	0	0	0	0	1
	19	0	0	0	2	0	0	0	2
	20	0	1	1	0	1	2	0	5
	21	1	0	2	0	1	0	0	4
	22	0	0	1	0	0	0	0	1
	23	1	1	0	0	2	0	0	4
Total		5	7	7	7	10	8	15	



Fort Vermilion Provincial Detachment (January - December) - Zone IR173

Zone IR173 Public Calls for Service (CHDS Files):

The following chart shows calls for service for Zone IR173 in 2022 broken down by day and hour of the day. There were 4 self-generated, front counter and proactive files created in Zone IR173 accounting for 6.8% of all files generated in that zone. There were 55 calls for service from the public through an OCC for Zone IR173 in 2022.

When just OCC calls for service are considered, Saturday had the most calls for service while Sunday had the least.

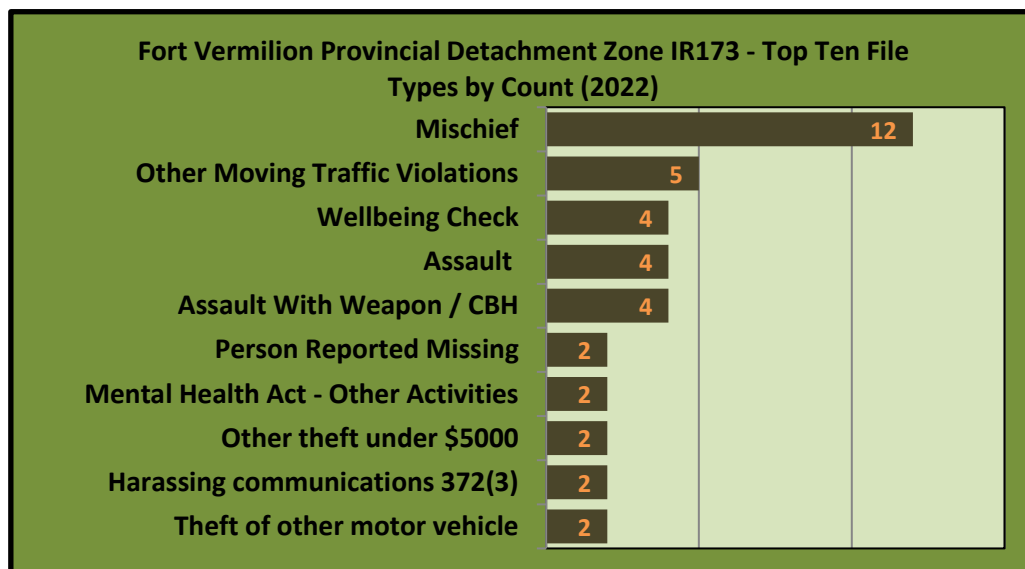
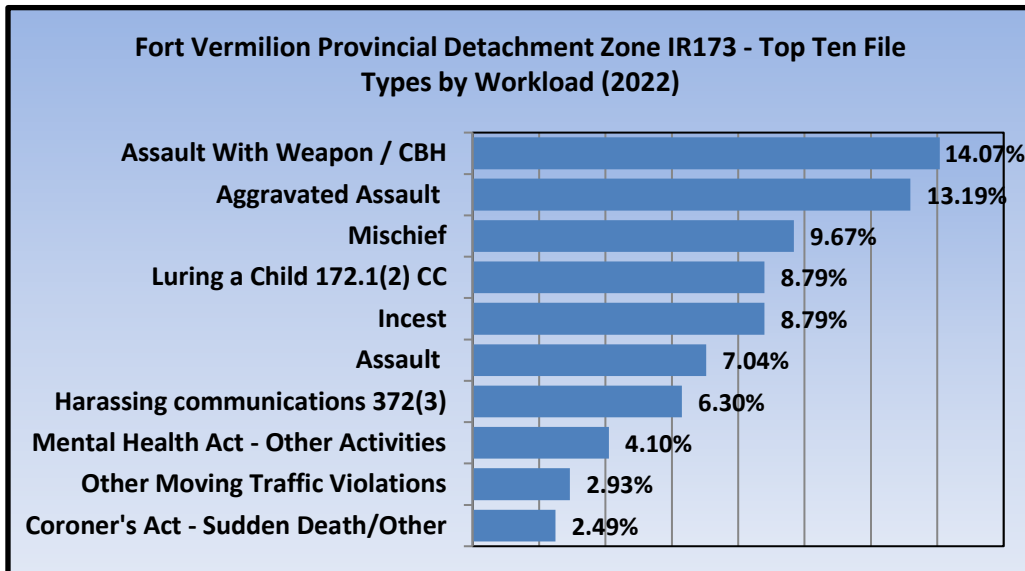
		Day							Total
		Sun	Mon	Tue	Wed	Thu	Fri	Sat	
Hour of the Day	0	0	1	0	0	0	0	3	4
	1	1	2	0	2	1	1	2	9
	2	0	0	0	0	0	0	1	1
	3	0	0	0	1	1	2	0	4
	4	0	0	1	0	0	1	0	2
	5	0	0	0	0	0	0	1	1
	6	0	0	0	0	0	0	0	0
	7	0	0	0	0	1	0	3	4
	8	0	0	1	0	0	0	0	1
	9	0	0	1	0	0	0	0	1
	10	0	0	0	0	0	0	1	1
	11	0	0	0	0	0	0	0	0
	12	0	0	0	1	1	0	2	4
	13	0	0	0	0	0	1	0	1
	14	2	0	0	0	0	0	0	2
	15	0	0	0	0	0	0	1	1
	16	0	0	0	1	0	0	1	2
	17	0	0	0	0	1	0	0	1
	18	0	1	0	0	0	0	0	1
	19	0	0	0	2	0	0	0	2
	20	0	1	1	0	1	1	0	4
	21	1	0	2	0	1	0	0	4
	22	0	0	1	0	0	0	0	1
	23	1	1	0	0	2	0	0	4
Total	5	6	7	7	9	6	15		



Fort Vermilion Provincial Detachment (January - December) - Zone IR173

Zone IR173 Top Ten File Types by Workload and by File Count:

The two graphs below show the top 10 files types that were generated for Zone IR173 in 2022 both by estimated workload and by frequency.





Fort Vermilion Provincial Detachment (January - December) - Zone IR173A

Zone IR173A Generated file times:

The following chart illustrates when all PROS files were generated for Zone IR173A. The chart ranges from least calls for service/files generated (green) to the highest number of calls for service/files generated (red) and is broken down by day (columns) and each hour of the day (rows).

Tuesday had the most files generated, while Monday had the least.

		Day							Total
		Sun	Mon	Tue	Wed	Thu	Fri	Sat	
Hour of the Day	0	0	0	0	0	0	0	0	0
	1	0	0	0	1	0	0	0	1
	2	2	0	0	0	0	0	0	2
	3	1	0	1	0	0	0	1	3
	4	0	0	0	0	0	1	1	2
	5	1	0	0	0	1	0	0	2
	6	0	0	0	0	0	0	0	0
	7	0	0	0	0	0	0	0	0
	8	0	0	0	0	0	0	0	0
	9	0	0	1	1	0	0	0	2
	10	0	0	0	0	2	0	0	2
	11	1	0	1	0	0	2	0	4
	12	0	0	1	0	0	0	0	1
	13	0	0	1	1	0	0	0	2
	14	1	0	0	1	1	0	0	3
	15	0	0	1	0	1	0	2	4
	16	0	0	0	1	1	0	0	2
	17	0	0	1	0	0	0	0	1
	18	0	0	0	1	0	0	0	1
	19	0	0	1	1	0	0	0	2
	20	0	0	0	1	1	0	1	3
	21	0	0	0	0	0	0	0	0
	22	0	0	0	0	0	0	0	0
	23	0	0	0	0	0	1	1	2
Total		6	0	8	8	7	4	6	



Fort Vermilion Provincial Detachment (January - December) - Zone IR173A

Zone IR173A Public Calls for Service (CIIDS Files):

The following chart shows calls for service for Zone IR173A in 2022 broken down by day and hour of the day. There were 6 self-generated, front counter and proactive files created in Zone IR173A accounting for 15.4% of all files generated in that zone. There were 33 calls for service from the public through an OCC for Zone IR173A in 2022.

When just OCC calls for service are considered, Sunday had the most calls for service while Monday had the least.

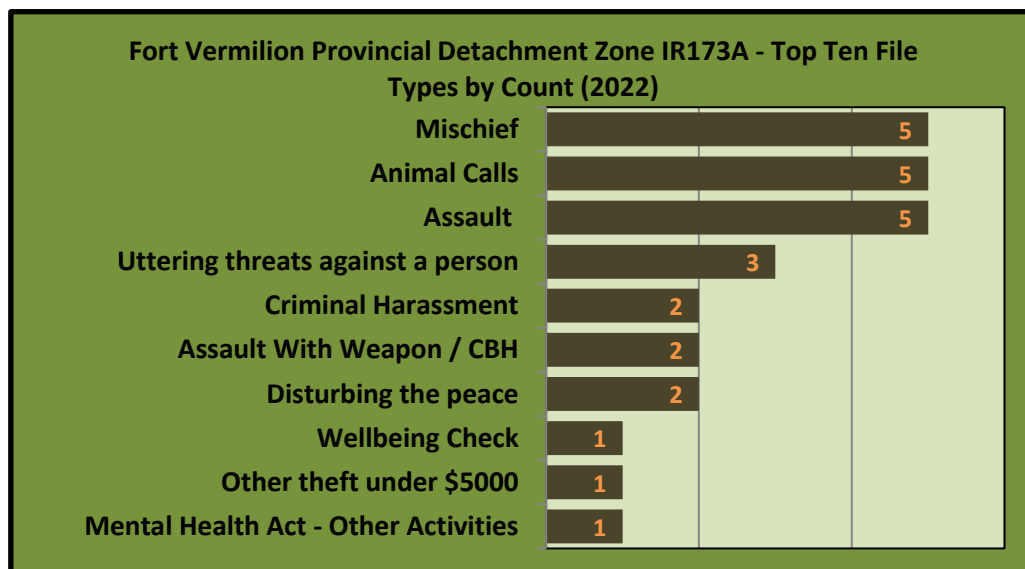
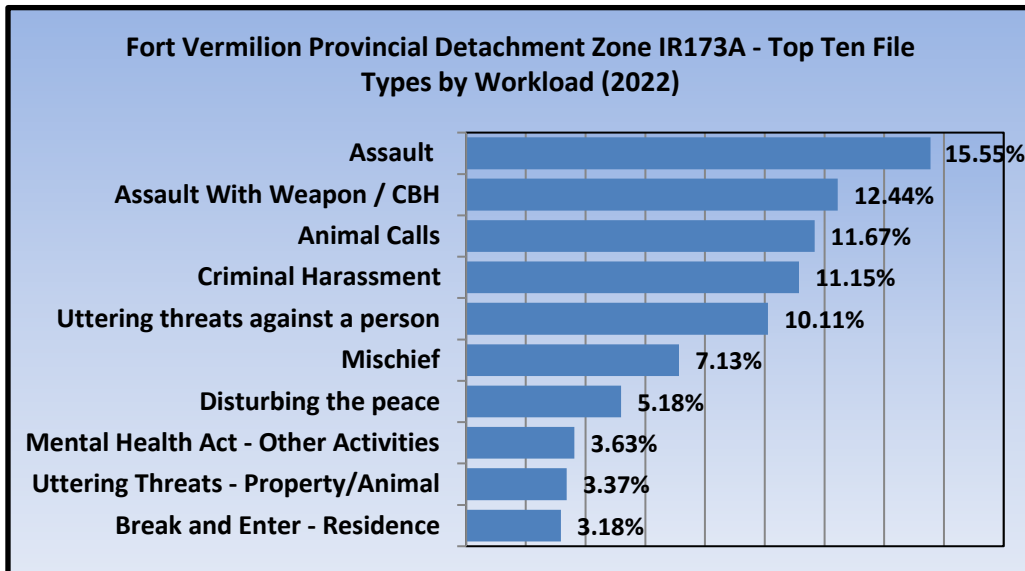
		Day							Total
		Sun	Mon	Tue	Wed	Thu	Fri	Sat	
H o u r o f t h e D a y	0	0	0	0	0	0	0	0	0
	1	0	0	0	1	0	0	0	1
	2	2	0	0	0	0	0	0	2
	3	1	0	1	0	0	0	1	3
	4	0	0	0	0	0	1	1	2
	5	1	0	0	0	1	0	0	2
	6	0	0	0	0	0	0	0	0
	7	0	0	0	0	0	0	0	0
	8	0	0	0	0	0	0	0	0
	9	0	0	0	1	0	0	0	1
	10	0	0	0	0	0	0	0	0
	11	1	0	1	0	0	2	0	4
	12	0	0	1	0	0	0	0	1
	13	0	0	1	0	0	0	0	1
	14	1	0	0	0	1	0	0	2
	15	0	0	1	0	1	0	2	4
	16	0	0	0	1	1	0	0	2
	17	0	0	0	0	0	0	0	0
	18	0	0	0	1	0	0	0	1
	19	0	0	1	1	0	0	0	2
	20	0	0	0	1	1	0	1	3
	21	0	0	0	0	0	0	0	0
	22	0	0	0	0	0	0	0	0
	23	0	0	0	0	0	1	1	2
Total		6	0	6	6	5	4	6	



Fort Vermilion Provincial Detachment (January - December) - Zone IR173A

Zone IR173A Top Ten File Types by Workload and by File Count:

The two graphs below show the top 10 files types that were generated for Zone IR173A in 2022 both by estimated workload and by frequency.





Fort Vermilion Provincial Detachment (January - December) - Zone IR173B

Zone IR173B Generated file times:

The following chart illustrates when all PROS files were generated for Zone IR173B. The chart ranges from least calls for service/files generated (green) to the highest number of calls for service/files generated (red) and is broken down by day (columns) and each hour of the day (rows).

Monday had the most files generated, while Tuesday had the least.

		Day							Total
		Sun	Mon	Tue	Wed	Thu	Fri	Sat	
Hour of the Day	0	0	2	0	0	0	0	0	2
	1	0	0	0	1	0	0	1	2
	2	0	0	0	2	1	0	0	3
	3	0	0	0	2	1	0	1	4
	4	0	1	1	2	0	0	2	6
	5	0	3	0	1	0	0	2	6
	6	0	0	0	0	2	0	0	2
	7	0	0	0	0	1	0	0	1
	8	0	1	0	0	1	0	0	2
	9	0	2	0	0	0	0	1	3
	10	0	1	0	0	0	1	0	2
	11	1	0	0	0	0	1	0	2
	12	0	1	0	0	0	0	0	1
	13	0	0	0	0	0	1	0	1
	14	2	0	0	0	0	0	0	2
	15	0	0	0	0	0	0	0	0
	16	0	0	0	1	3	1	0	5
	17	0	0	0	1	0	0	2	3
	18	2	0	0	0	1	0	0	3
	19	0	0	1	0	0	0	0	1
	20	1	0	1	0	0	1	0	3
	21	1	0	0	0	0	2	0	3
	22	0	0	0	0	0	1	1	2
	23	1	0	1	1	1	1	0	5
Total	8	11	4	11	11	9	10		



Fort Vermilion Provincial Detachment (January - December) - Zone IR173B

Zone IR173B Public Calls for Service (CIIDS Files):

The following chart shows calls for service for Zone IR173B in 2022 broken down by day and hour of the day. There were 7 self-generated, front counter and proactive files created in Zone IR173B accounting for 10.9% of all files generated in that zone. There were 57 calls for service from the public through an OCC for Zone IR173B in 2022.

When just OCC calls for service are considered, Thursday had the most calls for service while Tuesday had the least.

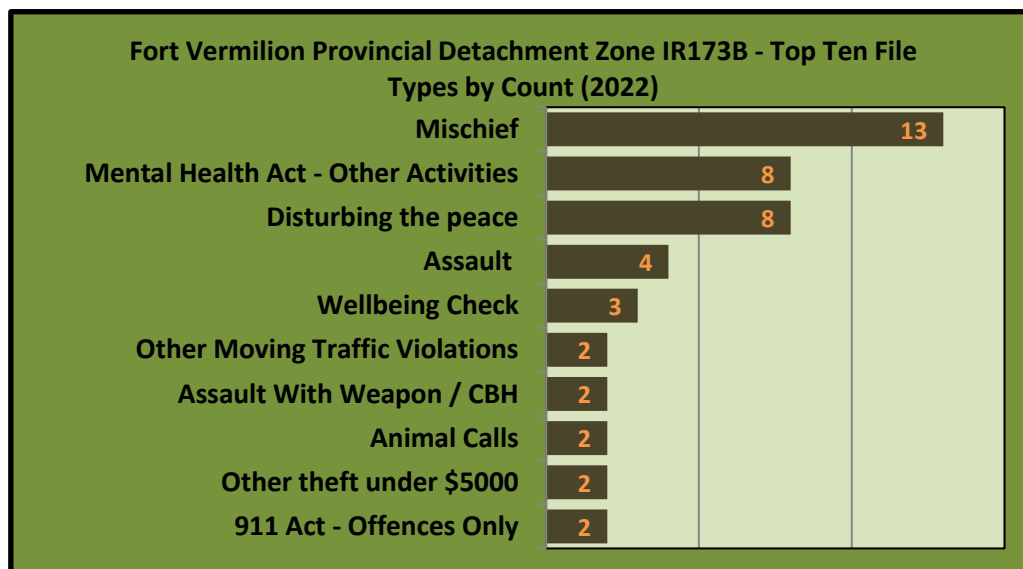
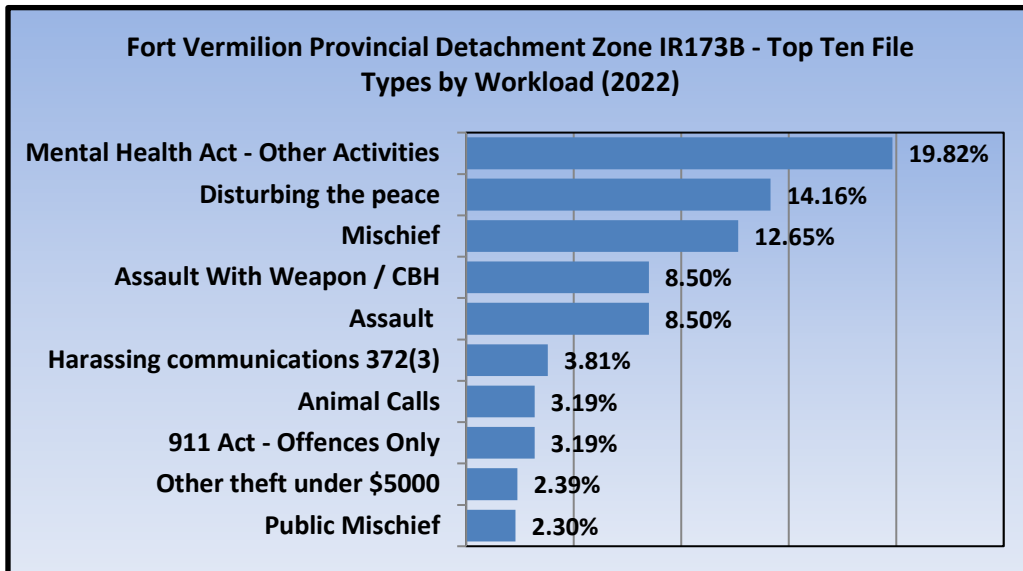
		Day							Total
		Sun	Mon	Tue	Wed	Thu	Fri	Sat	
Hour of the Day	0	0	2	0	0	0	0	0	2
	1	0	0	0	1	0	0	1	2
	2	0	0	0	2	1	0	0	3
	3	0	0	0	1	1	0	1	3
	4	0	1	1	2	0	0	2	6
	5	0	3	0	1	0	0	2	6
	6	0	0	0	0	2	0	0	2
	7	0	0	0	0	1	0	0	1
	8	0	0	0	0	1	0	0	1
	9	0	0	0	0	0	0	1	1
	10	0	0	0	0	0	1	0	1
	11	1	0	0	0	0	1	0	2
	12	0	1	0	0	0	0	0	1
	13	0	0	0	0	0	1	0	1
	14	2	0	0	0	0	0	0	2
	15	0	0	0	0	0	0	0	0
	16	0	0	0	0	3	1	0	4
	17	0	0	0	1	0	0	2	3
	18	2	0	0	0	1	0	0	3
	19	0	0	1	0	0	0	0	1
	20	1	0	1	0	0	1	0	3
	21	1	0	0	0	0	2	0	3
	22	0	0	0	0	0	1	1	2
	23	1	0	1	0	1	1	0	4
Total		8	7	4	8	11	9	10	



Fort Vermilion Provincial Detachment (January - December) - Zone IR173B

Zone IR173B Top Ten File Types by Workload and by File Count:

The two graphs below show the top 10 files types that were generated for Zone IR173B in 2022 both by estimated workload and by frequency.





Fort Vermilion Provincial Detachment (January - December) - Zone IR215

Zone IR215 Generated file times:

The following chart illustrates when all PROS files were generated for Zone IR215. The chart ranges from least calls for service/files generated (green) to the highest number of calls for service/files generated (red) and is broken down by day (columns) and each hour of the day (rows).

Wednesday had the most files generated, while Sunday had the least.

		Day							Total
		Sun	Mon	Tue	Wed	Thu	Fri	Sat	
Hour of the Day	0	4	2	0	6	6	3	1	22
	1	4	0	4	2	0	5	1	16
	2	1	2	3	6	2	4	3	21
	3	0	2	3	0	5	0	2	12
	4	2	2	1	2	0	1	6	14
	5	0	3	1	3	2	3	3	15
	6	3	4	0	1	0	0	4	12
	7	1	3	2	0	3	1	3	13
	8	0	0	1	2	1	3	3	10
	9	1	2	4	4	4	3	3	21
	10	2	3	0	1	5	3	2	16
	11	1	2	1	3	3	3	2	15
	12	5	0	2	3	5	3	1	19
	13	3	3	5	5	3	2	2	23
	14	0	3	3	1	2	0	1	10
	15	5	1	1	6	3	5	5	26
	16	2	2	5	5	1	4	6	25
	17	1	5	1	3	1	4	4	19
	18	0	1	3	2	2	3	2	13
	19	3	1	1	8	1	5	1	20
	20	6	2	1	1	2	7	2	21
	21	1	2	3	4	3	5	3	21
	22	1	3	1	4	2	0	2	13
	23	1	6	5	7	2	2	4	27
Total		47	54	51	79	58	69	66	



Fort Vermilion Provincial Detachment (January - December) - Zone IR215

Zone IR215 Public Calls for Service (CHDS Files):

The following chart shows calls for service for Zone IR215 in 2022 broken down by day and hour of the day. There were 72 self-generated, front counter and proactive files created in Zone IR215 accounting for 17% of all files generated in that zone. There were 352 calls for service from the public through an OCC for Zone IR215 in 2022.

When just OCC calls for service are considered, Wednesday had the most calls for service while Tuesday had the least.

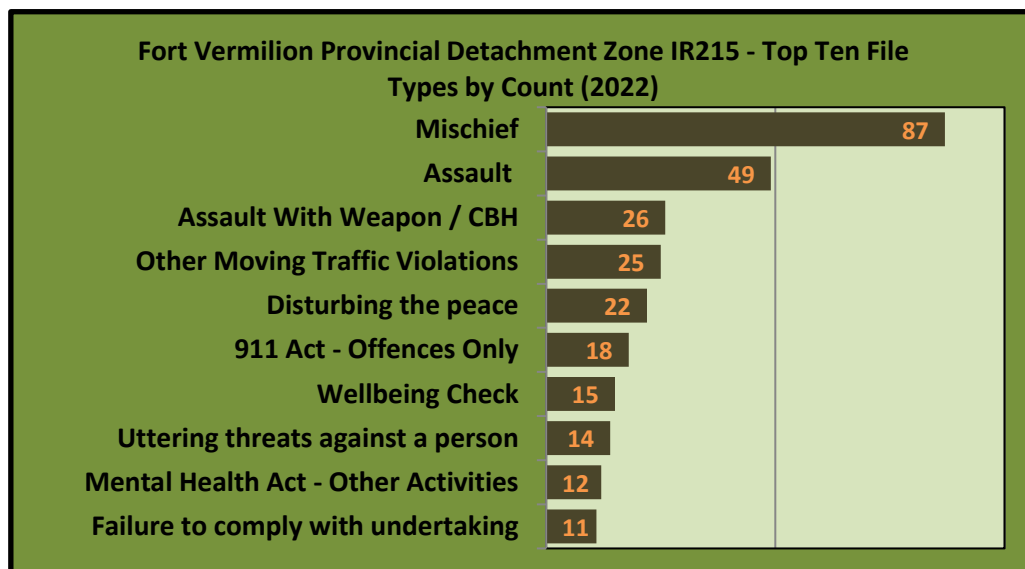
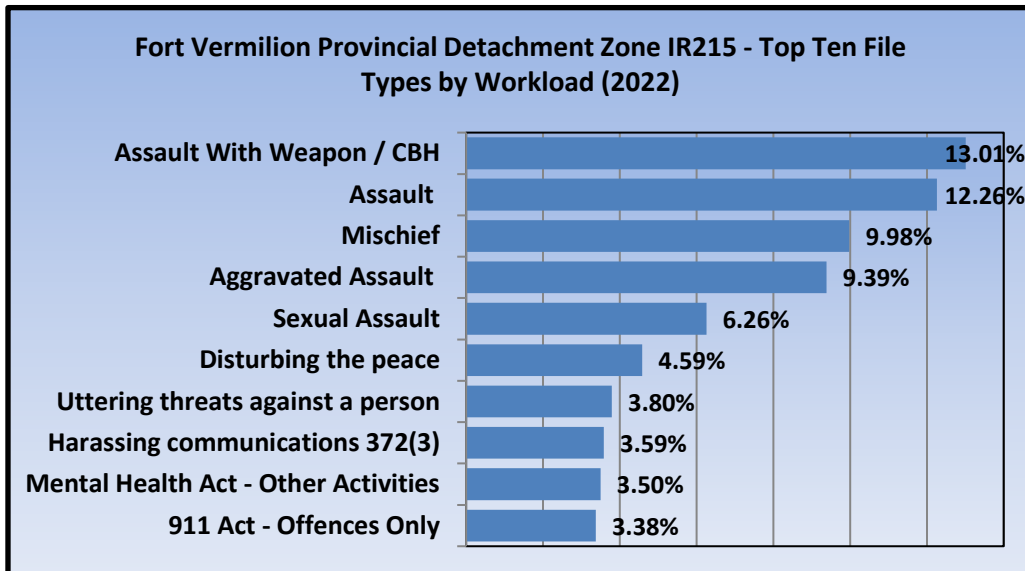
		Day							Total
		Sun	Mon	Tue	Wed	Thu	Fri	Sat	
Hour of the Day	0	4	2	0	5	5	3	1	20
	1	4	0	4	2	0	4	1	15
	2	1	2	2	6	2	4	3	20
	3	0	2	2	0	5	0	2	11
	4	2	2	1	2	0	1	6	14
	5	0	3	1	2	2	3	2	13
	6	3	3	0	1	0	0	3	10
	7	1	3	2	0	3	1	3	13
	8	0	0	1	2	1	3	3	10
	9	1	1	3	2	3	3	2	15
	10	1	2	0	1	3	2	2	11
	11	1	0	1	3	1	1	1	8
	12	5	0	2	1	5	1	1	15
	13	3	1	4	2	2	2	2	16
	14	0	2	2	1	1	0	1	7
	15	5	1	0	3	2	2	5	18
	16	2	2	4	4	1	2	5	20
	17	1	3	1	2	1	3	4	15
	18	0	1	2	2	2	3	2	12
	19	1	1	1	6	1	5	1	16
	20	5	2	1	1	1	7	2	19
	21	1	2	2	4	3	5	2	19
	22	1	3	1	1	2	0	2	10
	23	1	5	4	7	2	2	4	25
Total		43	43	41	60	48	57	60	



Fort Vermilion Provincial Detachment (January - December) - Zone IR215

Zone IR215 Top Ten File Types by Workload and by File Count:

The two graphs below show the top 10 files types that were generated for Zone IR215 in 2022 both by estimated workload and by frequency.





Fort Vermilion Provincial Detachment (January - December) - Zone MD23

Zone MD23 Generated file times:

The following chart illustrates when all PROS files were generated for Zone MD23. The chart ranges from least calls for service/files generated (green) to the highest number of calls for service/files generated (red) and is broken down by day (columns) and each hour of the day (rows).

Saturday had the most files generated, while Sunday had the least.

		Day							Total
		Sun	Mon	Tue	Wed	Thu	Fri	Sat	
Hour of the Day	0	8	7	6	6	5	1	12	45
	1	11	2	4	4	6	4	9	40
	2	8	6	3	5	5	1	2	30
	3	4	2	2	1	2	1	6	18
	4	4	5	0	4	1	2	4	20
	5	4	1	3	2	1	2	4	17
	6	2	1	1	3	2	1	2	12
	7	6	1	2	3	2	3	6	23
	8	2	5	11	6	5	10	7	46
	9	1	14	10	12	13	13	6	69
	10	8	11	13	17	8	13	9	79
	11	6	7	18	10	11	11	15	78
	12	5	12	10	17	9	16	12	81
	13	11	16	15	17	18	21	20	118
	14	11	21	14	21	17	18	7	109
	15	5	20	29	13	19	17	17	120
	16	7	17	17	19	11	16	17	104
	17	7	8	8	11	10	8	13	65
	18	7	7	10	9	15	11	15	74
	19	6	8	8	7	3	17	15	64
	20	8	13	15	7	13	9	16	81
	21	13	7	5	10	8	16	14	73
	22	12	3	8	10	4	16	12	65
	23	6	10	5	5	4	8	10	48
Total		162	204	217	219	192	235	250	



Fort Vermilion Provincial Detachment (January - December) - Zone MD23

Zone MD23 Public Calls for Service (CHDS Files):

The following chart shows calls for service for Zone MD23 in 2022 broken down by day and hour of the day. There were 726 self-generated, front counter and proactive files created in Zone MD23 accounting for 49.1% of all files generated in that zone. There were 753 calls for service from the public through an OCC for Zone MD23 in 2022.

When just OCC calls for service are considered, Saturday had the most calls for service while Monday had the least.

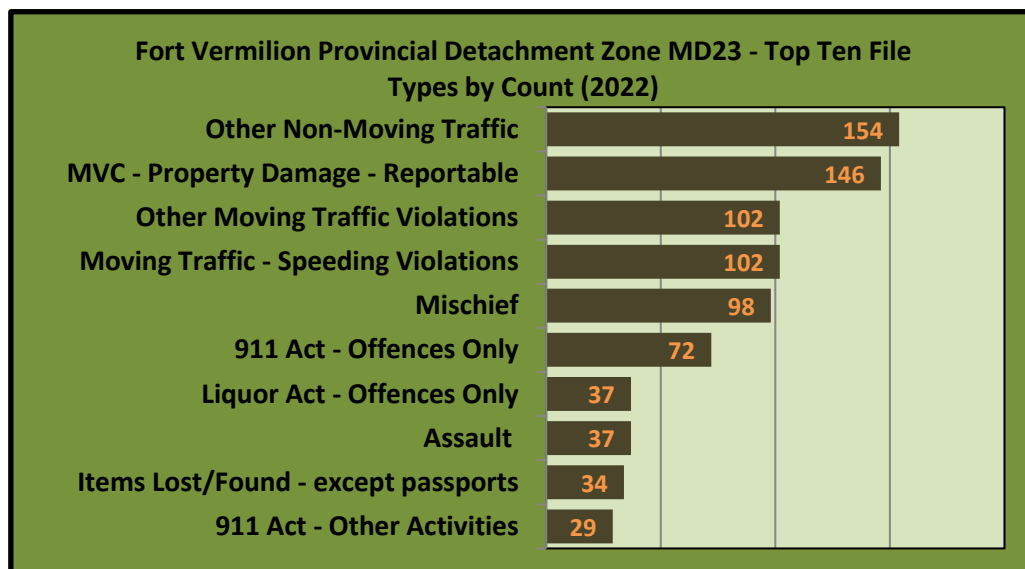
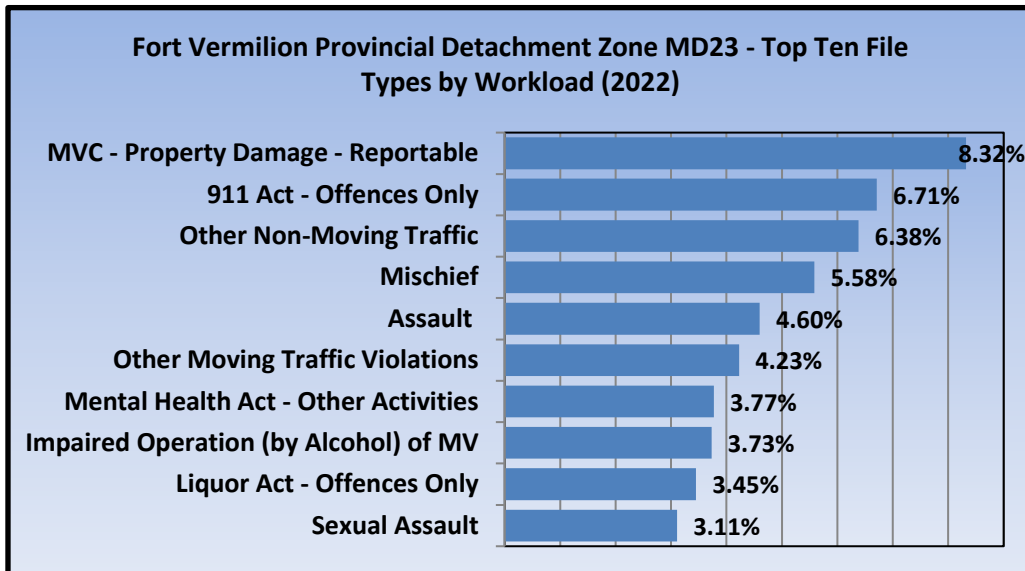
		Day							Total
		Sun	Mon	Tue	Wed	Thu	Fri	Sat	
H o u r o f t h e D a y	0	6	4	3	5	4	0	4	26
	1	6	2	3	3	6	4	5	29
	2	6	4	2	5	5	1	1	24
	3	4	2	2	1	2	1	5	17
	4	4	4	0	4	1	2	4	19
	5	4	1	3	1	1	2	2	14
	6	2	1	1	3	2	1	2	12
	7	6	1	2	3	2	3	4	21
	8	2	2	6	4	1	6	6	27
	9	1	3	2	5	5	4	6	26
	10	6	3	3	5	2	4	9	32
	11	3	0	7	3	1	3	6	23
	12	4	5	5	5	1	4	6	30
	13	6	4	2	6	8	5	9	40
	14	5	4	4	9	5	3	3	33
	15	3	8	5	4	5	11	11	47
	16	2	4	9	9	5	8	13	50
	17	4	4	5	6	6	3	11	39
	18	4	4	6	6	11	5	9	45
	19	3	6	4	6	3	9	12	43
	20	5	9	8	6	8	2	11	49
	21	6	5	5	8	7	7	8	46
	22	1	2	2	4	2	7	8	26
	23	4	9	5	3	2	6	6	35
Total		97	91	94	114	95	101	161	



Fort Vermilion Provincial Detachment (January - December) - Zone MD23

Zone MD23 Top Ten File Types by Workload and by File Count:

The two graphs below show the top 10 files types that were generated for Zone MD23 in 2022 both by estimated workload and by frequency.





Chateh Provincial Detachment Crime Statistics (Actual) Q3 (Oct - Dec): 2018 - 2022

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

January 5, 2023

CATEGORY	Trend	2018	2019	2020	2021	2022	% Change 2018 - 2022	% Change 2021 - 2022	Avg File +/- per Year
Offences Related to Death		0	0	0	0	0	N/A	N/A	0.0
Robbery		0	0	1	1	0	N/A	-100%	0.1
Sexual Assaults		5	8	2	5	2	-60%	-60%	-0.9
Other Sexual Offences		0	0	1	0	0	N/A	N/A	0.0
Assault		73	46	86	96	94	29%	-2%	9.2
Kidnapping/Hostage/Abduction		2	1	0	6	1	-50%	-83%	0.3
Extortion		0	0	0	0	0	N/A	N/A	0.0
Criminal Harassment		5	6	6	11	3	-40%	-73%	0.1
Uttering Threats		16	13	15	26	16	0%	-38%	1.3
TOTAL PERSONS		101	74	111	145	116	15%	-20%	10.1
Break & Enter		2	6	9	2	6	200%	200%	0.4
Theft of Motor Vehicle		3	0	2	3	1	-67%	-67%	-0.1
Theft Over \$5,000		0	0	1	2	0	N/A	-100%	0.2
Theft Under \$5,000		7	4	13	7	9	29%	29%	0.7
Possn Stn Goods		0	0	0	0	1	N/A	N/A	0.2
Fraud		0	2	1	1	0	N/A	-100%	-0.1
Arson		0	0	2	0	0	N/A	N/A	0.0
Mischief - Damage To Property		0	13	19	36	12	N/A	-67%	4.7
Mischief - Other		221	245	218	239	165	-25%	-31%	-11.8
TOTAL PROPERTY		233	270	265	290	194	-17%	-33%	-5.8
Offensive Weapons		5	4	1	11	8	60%	-27%	1.3
Disturbing the peace		51	27	8	1	6	-88%	500%	-11.6
Fail to Comply & Breaches		77	15	48	78	62	-19%	-21%	3.3
OTHER CRIMINAL CODE		11	8	11	12	16	45%	33%	1.4
TOTAL OTHER CRIMINAL CODE		144	54	68	102	92	-36%	-10%	-5.6
TOTAL CRIMINAL CODE		478	398	444	537	402	-16%	-25%	-1.3



Chateh Provincial Detachment

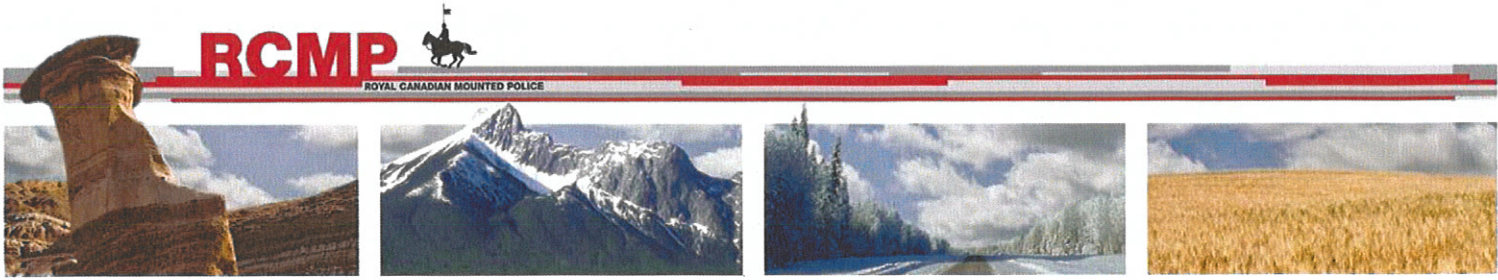
Crime Statistics (Actual)

Q3 (Oct - Dec): 2018 - 2022

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

January 5, 2023

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	1	2	N/A	100%	0.5
Drug Enforcement - Trafficking		0	0	0	1	1	N/A	0%	0.3
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
Total Drugs		0	0	0	2	3	N/A	50%	0.8
Cannabis Enforcement		0	0	0	0	0	N/A	N/A	0.0
Federal - General		1	0	0	1	0	-100%	-100%	-0.1
TOTAL FEDERAL		1	0	0	3	3	200%	0%	0.7
Liquor Act		34	69	74	34	33	-3%	-3%	-3.7
Cannabis Act		0	0	0	0	1	N/A	N/A	0.2
Mental Health Act		18	10	17	18	23	28%	28%	1.8
Other Provincial Stats		45	36	10	11	9	-80%	-18%	-9.7
Total Provincial Stats		97	115	101	63	66	-32%	5%	-11.4
Municipal By-laws Traffic		0	0	0	0	0	N/A	N/A	0.0
Municipal By-laws		0	0	0	0	0	N/A	N/A	0.0
Total Municipal		0	0	0	0	0	N/A	N/A	0.0
Fatals		0	0	0	0	0	N/A	N/A	0.0
Injury MVC		1	0	0	1	0	-100%	-100%	-0.1
Property Damage MVC (Reportable)		3	4	4	4	2	-33%	-50%	-0.2
Property Damage MVC (Non Reportable)		0	1	2	1	2	N/A	100%	0.4
TOTAL MVC		4	5	6	6	4	0%	-33%	0.1
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		30	20	20	30	25	-17%	-17%	0.0
Other Traffic		1	1	0	0	1	0%	N/A	-0.1
Criminal Code Traffic		17	8	8	24	9	-47%	-63%	0.0
Common Police Activities									
False Alarms		3	2	1	0	0	-100%	N/A	-0.8
False/Abandoned 911 Call and 911 Act		11	9	17	11	8	-27%	-27%	-0.4
Suspicious Person/Vehicle/Property		7	7	7	10	4	-43%	-60%	-0.3
Persons Reported Missing		9	2	1	4	2	-78%	-50%	-1.2
Search Warrants		1	0	0	0	0	-100%	N/A	-0.2
Spousal Abuse - Survey Code (Reported)		53	35	73	52	55	4%	6%	2.1
Form 10 (MHA) (Reported)		0	0	0	1	0	N/A	-100%	0.1

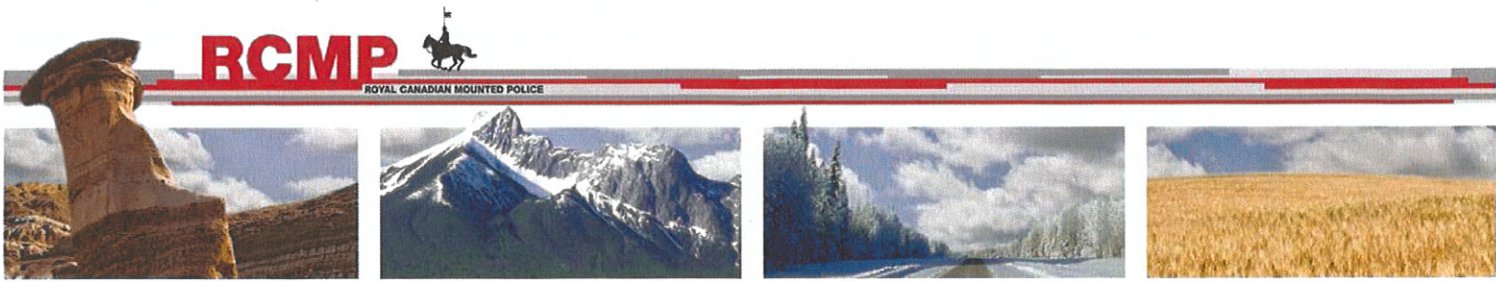


RCMP Provincial Policing Report

Detachment	Chateh Provincial
Detachment Commander	Sgt. Mitch Sherrard
Quarter	Q3 2022
Date of Report	January 31, 2023

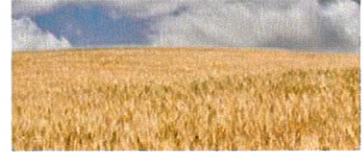
Community Consultations

Date	October 3rd, 2022
Meeting Type	Meeting with Elected Officials
Topics Discussed	National Council Resolution Rural Crime Watch Programs for Alcohol Abuse Restorative Justice Crisis Team in Chateh Drug Dealers and Bootleggers
Notes/Comments	



Community Priorities

<p>Priority 1</p>	<p>Substance Abuse - Alcohol</p>
<p>Current Status & Results</p>	<p>Alberta Gaming and Liquor has been contacted in regards to assistance they can provide with the issue of bootlegging in Chateh. Conversations with Gaming and Liquor are on going in an attempt to achieve a solution for enforcing bootlegging activities.</p> <p>There were 6 impaired drivers apprehended between October 1 and December 31 2022</p>
<p>Priority 2</p>	<p>Organized Crime - Drug Trafficking</p>
<p>Current Status & Results</p>	<p>There is currently an ongoing investigation into drug trafficking in the community of Rainbow Lake. There has been little to no community involvement towards information about drug trafficking in Rainbow Lake which has been making the investigation difficult for investigators.</p> <p>One individual has been charged for possession and the file is still in front of the courts.</p>
<p>Priority 3</p>	<p>Traffic Off-road vehicle / snowmobiles</p>
<p>Current Status & Results</p>	<p>11 tickets were issued between October 1 and December 31, 2022. 7 tickets in Chateh 0 tickets in Rainbow Lake 4 tickets on Highway 58</p>

**Priority 4**

Police / Community Relations - Police Visibility

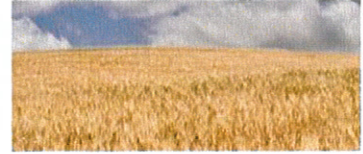
Current Status & Results

Sgt.Sherrard attended a Chief and Council meeting in High Level on October 3rd, 2022

Sgt.Sherrard was in constant communication with Jordan Asels with Dene Tha First Nation in regards to a restorative justice program for the community. Members from the Dene Tha First Nation attended a Restorative Justice Meeting in Peace River and a grant was later submitted to apply for funding for a Restorative Justice Program.

Several posters were placed throughout the community and on the Dene Tha Facebook page in regards to youth summer camps that are taking place in Edmonton.

Cst.Fontana attended the Rainbow Lake Remembrance day ceremony in Red serge and took part in the wreath laying ceremony. Cst.Blanche attended the Chateh school and spoke to the student about the importance of Remembrance Day.



Crime Statistics¹

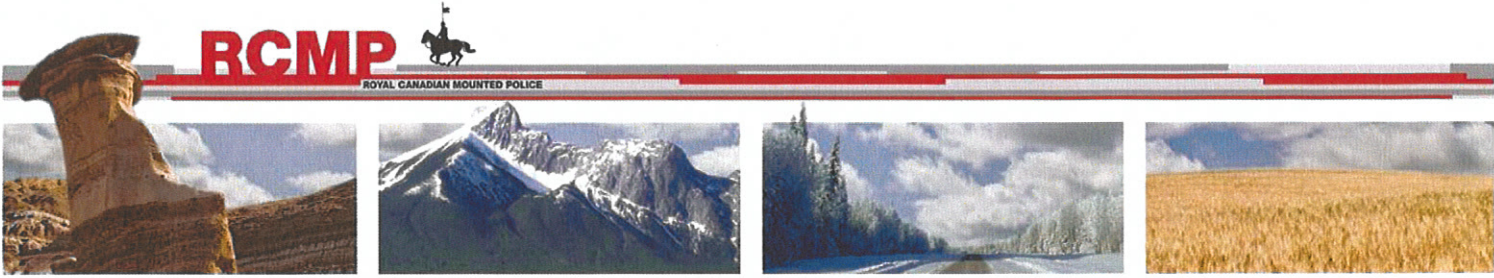
The following table provides policing statistics on actual offences within the periods listed. Please see Appendix for additional information and a five-year comparison.

Category	October - December			January - December		
	2021	2022	% Change Year-over-Year	2021	2022	% Change Year-over-Year
Total Criminal Code	537	402	-25%	2,115	1,653	-22%
<i>Persons Crime</i>	145	116	-20%	600	481	-20%
<i>Property Crime</i>	290	194	-33%	1,052	829	-21%
<i>Other Criminal Code</i>	102	92	-10%	463	343	-26%
Traffic Offences						
<i>Criminal Code Traffic</i>	24	9	-63%	79	55	-30%
<i>Provincial Code Traffic</i>	30	25	-17%	94	135	44%
<i>Other Traffic</i>	0	1	N/A	1	2	100%
CDSA Offences	2	3	50%	2	7	250%
Other Federal Acts	3	3	0%	8	7	-13%
Other Provincial Acts	63	66	5%	388	273	-30%
Municipal By-Laws	0	0	N/A	0	0	N/A
Motor Vehicle Collisions	6	4	-33%	18	28	56%

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

Trends/Points of Interest

Several of the category's will be down in 2022 due to the flood evacuation which happened in Chateh, forcing community members to relocate to High Level.



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	1	0

²Data extracted on December 31, 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.

Detachment Support: Of the three established positions, 2 resources are working and 1 was off on medical leave.

In the upcoming months however we will be losing two members who have accepted a transfer to Grande Prairie.

Quarterly Financial Drivers



Mackenzie County

REQUEST FOR DECISION

Meeting:	Committee of the Whole Meeting
Meeting Date:	March 28, 2023
Presented By:	Jennifer Batt, Director of Finance
Title:	DELEGATION Fort Vermilion Recreation Board

BACKGROUND / PROPOSAL:

As part of the Budget development, Council reviews grant requests from Non-Profit organizations. The Fort Vermilion Recreation Society submitted a grant application for Operating and Capital funding. Upon review, Council requested a meeting with the society to review their submission, and further requested additional information, and that the board review revenues and expenditures to create a more balanced budget.

The Fort Vermilion Recreation Board held a Special meeting to review operations, and are meeting with Council to review their submission.

All documents submitted will be handed out at the meeting.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

2023 Budget.

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

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

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the Fort Vermilion Recreation Society report be received for information.

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Committee of the Whole Meeting
Meeting Date:	March 28, 2023
Presented By:	Byron Peters, Interim Chief Administrative Officer
Title:	2022 Mackenzie County Engineering Costs

BACKGROUND / PROPOSAL:

Administration has been collected and reviewed the engineering costs that the County incurred during the 2022 year. Costs were tallied according to engineering firms and their corresponding projects with the County. Please see attached breakdown of costs.

Engineering expertise is required for a variety of projects. In some cases the firms provide technical expertise and project design, and other times they assist with grant writing, tendering & tender reviews and computer programming (SCADA). However, over the years a number of more administrative and less technical aspects have been contracted out to various engineering firms.

OPTIONS & BENEFITS:

Engineering costs will always be a part of the County’s budget, but there are opportunities to decrease the overall engineering cost to the County by strategically increasing administrative capacity or revising tendering processes.

Increased project administration and project management & design capacity would allow the County to reduce the amount of projects requiring engineering support.

Tendering more projects as design-build would also pass the engineering burden on to contractors and allow for more flexibility in project design.

COSTS & SOURCE OF FUNDING:

Engineering cost are borne by the department budget that is in charge of the project requiring engineering support.

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

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the 2022 Mackenzie County Engineering Costs be received for information.

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

ENGINEERING COMPANY	PROJECT	BUDGET CODE	2022 COST	NOTES
MPE Engineering	ZA WTP Upgrades	6-41-30-06-511	\$40,708.00	
	LC Motor Starters	6-41-30-35-511	\$146,113.00	
	Rural Water Infrastructure	2-41-00-00-233	\$463.00	
	SCADA System	2-41-30-242	\$689.00	
	SCADA System	2-41-40-242	\$2,859.00	
	SCADA System	2-41-50-242	\$7,175.00	
	Main Lift Pump Control Replacement	2-42-40-253	\$41,997.00	
	FV Underground Repair	7-12-30-70-511	\$48,275.00	DRP/Insurance
	Insurance Repairs	7-12-30-89-511	\$63,202.00	Insurance
Total			\$351,481.00	
Associated Engineering	Well 4	6-41-30-05-511	\$26,261.00	
	FV Truckfill Pump Install	6-41-30-30-511	\$17,705.00	
	Diversion License Review	7-41-30-09-511	\$12,238.00	
	FV Airport Lighting Upgrade	6-33-30-05-511	\$28,552.00	
	FV Airport Control	7-12-30-94-511	\$56,261.00	Insurance
	Subdivision Phase 2	6-12-30-70-511	\$59,133.00	Mitigation
Total			\$200,150.00	
Helix Engineering	Rural Waterline Estimate	2-41-00-00-233	\$1,360.00	
	Operations Budget	2-61-00-00-258	\$22,227.50	109 Ave Section
	Operations Budget	2-61-00-00-258	\$9,967.00	91 st Extension
	Operations Budget	2-66-00-00-233	\$3,003.00	RV Upgrade
	LC North Sanitary Truck Sewer	6-41-30-34-511	\$148,517.00	
	LC North Storm Pond A	6-42-30-32-511	\$27,588.00	
	FV Flood Proofing	6-42-30-33-511	\$13,568.00	
	FV Underground Repairs	7-12-30-70-511	\$33,690.00	DRP/Insurance
Total			\$259,920.50	
MPA Engineering	Operations Budget	2-32-00-00-251	\$23,210.00	Bridge inspections
	Operations Budget	2-32-00-00-235	\$2,600.00	
	Overland Flood 2022	7-32-30-03-511	\$3,810.00	DRP Overland Flood
	BF 78209 Teepee Creek	6-32-30-77-511	\$11,495.00	
	BF 81124	6-32-30-89-511	\$1,930.00	
Total			\$43,045.00	
McElhanney Ltd	Blue Hills - Road Rebuild and Section Repair	6-32-30-81-511	\$14,473.00	

	Fox Lake Road Rebuild Section Repair	6-32-30-82-511	\$7,134.00	
	LC 109 Widening (2021)	6-32-30-66-511	\$8,047.00	
	27th Baseline Rd - TWP RD 1050	6-32-30-73-511	\$13,181.00	
	Zama Pavement Repair	6-32-30-75-511	\$13,596.00	
	Heliport Rd TWP RD 1102	6-32-30-79-511	\$14,770.00	
	Operations Budget	2-32-40-00-233	\$3,000.00	Traffic calming
Total			\$74,201.00	
MS Solutions	Operations Support	2-66-00-00-233	\$45,340.00	
Total			\$45,340.00	
T & L Engineering Ltd.	Sieve Analysis	2-32-00-00-534	\$2,310.00	
	Endeavour To Assist New Roads	6-32-30-51-511	\$45,978.00	
Total			\$48,288.00	
WSP	Operations Budget	2-32-00-00-233	\$799.00	LC Intersection Imp
	Erosion Control - FV River Road	7-03-00-00-511	\$23,814.00	
	Gravel Project 8 & Gravel Scope	2-32-00-00-233	\$172,253.00	Gravel
	Grave Reserve	6-32-30-50-511	\$12,077.00	
Total			\$208,144.00	
Beirsto Associates	Flood Mitigation	6-12-30-70-511	\$159,296.00	Mitigation
Total			\$159,296.00	
O2 Planning & Design	Municipal Development Plan	7-61-30-16	\$27,135.00	MDP, LUP, ARP
Total			\$27,135.00	
Total Engineering Costs			\$1,371,660.50	



Mackenzie County

REQUEST FOR DECISION

Meeting:	Committee of the Whole Meeting
Meeting Date:	March 28, 2023
Presented By:	Byron Peters, Interim Chief Administrative Officer
Title:	Alberta Games Update

BACKGROUND / PROPOSAL:

Administration was given direction to provide an update in regard to the survey that was circulated in mid-December. The deadline was extended to March 17 with the intent to provide more time for residents to respond. Mackenzie County, the Town of High Level and the Town of Rainbow Lake all posted advertisements on their respective Facebook pages for the survey. The results of the survey were forwarded to all three councils.

Administration reached out to Peace River to discuss their experience hosting the Alberta Games, not once but twice. In 2004 they hosted the Winter Games, and in 2010 hosted the Alberta Summer Games in conjunction with Grimshaw and surrounding municipalities.

In speaking with the current Community Services Director for Peace River, who was involved in both of the previous games hosted, they provided some insight into the costs they encountered and how they operated the event. The Director had a more limited recollection of the 2004 Winter Games as it was almost 20 years ago. During the 2010 Summer Games they ran the 2-shift option which ran a total of 7 days. With each group of athletes competing for 3 days with one day overlapping. One of the major issues with the two-shift format is that double the number of volunteers were required. They found many of the volunteers were less than enthusiastic after a few days of helping. The two-shift option also increased costs as it is over more than a one-shift of 4 days and 3 nights.

Listed below are the foremost costs they incurred:

Food: a massive undertaking, they enlisted a camp service, as they had experience with feeding large groups and portioning.

Transportation: immense costs with travelling between communities and/or venues,

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

expenses such as gas and bus driver. One of the participant survey comments after the conclusion of the games was amount of time spent on the bus during the summer heat.

Opening & Closing Events: can be expensive depending on the activities or special guests that are arranged to appear.

The economic up tick that was expected was not as high as anticipated. Accommodation services did very well, since on average for every one athlete there would be two parents attending. Athletes are required to sleep in schools but parents and other spectators will require sleeping accommodations.

Each event site had a concession that was run by the facility that had one in place. If no concession was available, a food truck was brought in.

Local retail did not see any significant increase in sales. As most spectators were there to watch the Games, not as tourist's partaking in the local scenery or interests.

Promotional and souvenir merchandise was not sold at the Peace River 2010 Games but they wished they had.

Volunteers were supplied with a T-shirt (this was for summer) which they were required to wear during their shifts. All meals for volunteers were provided free of charge during their shift also.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

Grants and fundraising were utilized to offset costs. The town of Peace River applied for grants to upgrade their track field to a certified synthetic rubber track for the Games. Minimum facility requirements state it is ideal to have this type of track. The town contributed cash towards the Games budget. Fundraising was done at three casino events.

Administration requested audited financial statements for previous Alberta Games from the Director of Multisport Games. Due to COVID-19, there has not been a Games since the 2020 Alberta Winter Games in Airdrie, where the expenditures were in the \$1.7 million range. The Grande Prairie 2018 Alberta Summer Games actual costs were closer to \$1.8 million.

There is an operating grant of \$420,000 which is released shortly after the Games have been awarded. The provincial services grant is between \$400k and \$600k dependent on the location of the host community. These funds cover costs on approval from the government for expenses that are provincial in nature but not the direct responsibility of the host, such as external transportation for bus charters transporting participants to and

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

from the Games. Zone identification hoodies or t-shirts for all participants and medals are examples of costs the Game host pays from the provincial services account with government approval.

Other grants that can be applied on are the Community Initiative Program (CIP grants) and the Community Facility Enhancement Program (CFEP) grants. Neither of these grants is guaranteed but it helps if a community is hosting an Alberta Games event.

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the Alberta Games Update be received for information.

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Committee of the Whole Meeting
Meeting Date:	March 28, 2023
Presented By:	Jennifer Batt, Director of Finance
Title:	2022 Assessment Review (HANDOUT)

BACKGROUND / PROPOSAL:

Administration has received the County’s 2022 Assessments, and have reviewed to ensure any amendments required are completed.

As the 2023 Operating budget was developed on an estimated assessment figure and other revenue collections administration would like to present the actual 2022 Assessment to Council. Administration would like to review revenue from taxation, and anticipated expenses not incorporated in the 2023 budget which will assist in bringing forward the 2023 Tax Rate Bylaw to Council in April for review and approval.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

2023 Budget.

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

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

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the 2023 tax rate bylaw discussion be received for information.

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Committee of the Whole Meeting
Meeting Date:	March 28, 2023
Presented By:	Caitlin Smith, Director of Planning and Agriculture
Title:	Municipal Development Plan Review

BACKGROUND / PROPOSAL:

Administration has been reviewing and updating the Municipal Development Plan (MDP) to meet the needs of the public, Council, and the municipality. The intension of the MDP is to determine future land use for the municipality and is part of the strategic direction for the municipality.

Administration has updated the MDP under the direction of Council which is to include a map for future land use.

Changes include:

- Please add the following lakes as recreational areas but not limited to:
 - Thurston Lake
 - Bistcho Lake
 - Margaret Lake (Two- one on the left of the lake and one on the right that also connects to Eva)
 - Pitchimi Lake
 - Semo Lake
 - Eva Lake
 - Rocky Island Lake
 - Wentzel Lake
 - Johnson Lake (Actually named Platapus Lake)
- Advocate for more grazing lease lands with the provincial government and the expansion of the grazing reserve
- That the County maintain current and active dispositions for both recreational and public use.
- Identify areas for multi-lot rural residential development (growth nodes)
- Identify area for hobby style farms and small ag
- Promote use of shelterbelts, treed buffers in low lying areas, positive surface water drainage in all rural areas

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

- Remove any language around residential development on the poorest soil on a quarter to mitigate against flooding
- Ensure that all rural roads are 30m wide
- Ensure that road upgrades are included with land development

Administration would like to finish the project ASAP. This should include any Council changes after review and any additional public consultation requirements.

OPTIONS & BENEFITS:

Once approved, the MDP is good for a minimum of 5 years and will give administration and Council direction with land development.

COSTS & SOURCE OF FUNDING:

None at this time.

SUSTAINABILITY PLAN:

N/R

COMMUNICATION / PUBLIC PARTICIPATION:

Administration suggests a final round of online review via website. A public hearing will need to be scheduled prior to second reading.

POLICY REFERENCES:

N/R

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the Committee of the Whole recommend approval as presented to Council, subject to public hearing.

Author: C Smith Reviewed by: _____ CAO: _____



Mackenzie County

REQUEST FOR DECISION

Meeting:	Committee of the Whole Meeting
Meeting Date:	March 28, 2023
Presented By:	Jennifer Batt, Director of Finance
Title:	Cheque Registers – March 13 - 24, 2023 (HANDOUT)

BACKGROUND / PROPOSAL:

At the request of Council cheque registers, are to be viewed by Council during Committee of the Whole meetings.

All invoices are authorized by Managers, Directors, and or the CAO in accordance with the Purchasing Policy FIN025. Cheques and Electronic Funds Transfer (EFT) payments are released on a weekly or bi-weekly basis unless otherwise required for operational needs. Copies of the March 13 - 24, 2023 cheque registers, and EFT reports will be available at the meeting.

OPTIONS & BENEFITS:

Administration will continue to present all new cheque registers at each Committee of the Whole meeting.

COSTS & SOURCE OF FUNDING:

2023 Budget.

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

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

POLICY REFERENCES:

Policy FIN025 Purchasing Authority Directive and Tendering Process

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the cheque registers and EFTs from March 13 - 24, 2023, be received for information.

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Committee of the Whole Meeting
Meeting Date:	March 28, 2023
Presented By:	John Zacharias, Director of Utilities
Title:	Policy UT006 Municipal Rural Water Servicing – Endeavor to Assist

BACKGROUND / PROPOSAL:

At the January 24, 2023 Committee of the Whole Meeting, Council passed the following motion:

MOTION COW-23-01-19 **MOVED** by Councillor Smith

That the Municipal Rural Water Servicing Policy be TABLED to the next Committee of the Whole Meeting.

CARRIED

Policy UT006 Municipal Rural Water Servicing – Endeavor to Assist was amended at the February 7, 2023 Regular Council Meeting. The Director of Utilities or Designate may determine by a case by case basis if a meter chamber is required for a connection. Previously all customers wanting to connect to the Rural Waterline were required to pay \$3,000.00 for a meter chamber. Customers that do not require a meter chamber will pay for the cost of the CC and materials, which is estimated to be \$1,000.00.

MOTION 23-02-130 **MOVED** by Councillor Bateman

That Policy UT006 Municipal Rural Water Servicing be amended as presented.

CARRIED

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

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

Policy UT006 Municipal Rural Water Servicing – Endeavor to Assist

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That Policy UT006 Municipal Rural Water Servicing – Endeavor to Assist be received for information.

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

Mackenzie County

Title	Municipal Rural Water Servicing – Endeavor to Assist Policy	Policy No.	UT006
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Legislation Reference	Municipal Government Act
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Purpose:

Mackenzie County owns and operates multiple municipal water systems: Hamlet of Fort Vermilion, Hamlet of La Crete and Hamlet of Zama. Property owners residing or having a property outside of hamlet boundaries are desirous of gaining access to the municipal water systems. Mackenzie County desires to provide potable water to Mackenzie County rural ratepayers based on an acceptable financial arrangement that ensures all costs associated with the municipal water system improvements are reasonable and accounted for.

POLICY STATEMENT

This policy is designed to set forth a process that addresses the needs for the County's water distribution system future extensions within the County's rural communities.

Mackenzie County's rural water services to be delivered echoing the Water for Life goals:

- a) Safe, secure drinking water;
- b) Achieving healthy aquatic ecosystems;
- c) Reliable quality water supplies for a sustainable economy.

Mackenzie County will make their best efforts to encourage information sharing within the County's rural communities.

Through this Policy, the County's primary objective is to:

- promote expansion of the rural water distribution system through installation of new Lateral and Service Waterlines within service areas if feasible to do so and;
- to provide rural property owners with several Endeavor to Assist initiatives that may promote the expansion of the water distribution system.

DEFINITIONS

Connection – connection of the parcel of land to the County's water distribution system.

Connection Fee – a rural water tie in fee of \$8,000 paid to Mackenzie County as per the Fee Schedule Bylaw which is required when connecting to the County's water distribution system.

Customer – owner of the parcel of land connecting to the County's water distribution system.

Customer's Total Fees – total amount, as described within Part C – Financial Schedule of the Agreement, owed by the rural property owner for connecting to the County's water distribution system. The Fee includes the Deposit, Connection & the Rural Servicing Fees.

Deposit – is the amount of \$1,000 that is submitted to the County as part of the initial rural ratepayer's expression of interest which will all be applied to the rural property owner's Rural Servicing Fee; or the amount of \$2,000 paid to the County for rural ratepayers that did not submit a deposit before the September 30th deadline 50% of which will be applied to the rural property owner's Rural Servicing Fee with the other 50% being extra payment to Mackenzie County.

Lands – means the physical land that is located within the private property side as it relates to the County's servicing of potable water to the County's rural Customers.

Lateral Waterlines – are waterlines that extend from the County's Trunk Waterlines forming part of the County's water distribution network.

Project – to include all works and costs associated with the installation of Lateral Waterlines and Service Waterlines up to the property line.

Project Completion – is the time period that is associated with all improvements of the Project have been completed to the County's satisfaction.

Rural Servicing Fee – Customer's fee as set out in the Rural Potable Water Servicing Agreement which includes the Customer's portion of costs for construction of the Lateral Waterline; servicing from the Lateral Waterline up to the owner's property line; including the curb stop and if required the meter chamber, as determined in Policy UT004 Utility Connections.

Service Waterlines – is a potable waterline connected to the County's water distribution system that services the rural property owners up to the private property line.

Trunk Waterlines – are the County's main waterline feeders distributing water from the County's water treatment plants through to the County's water distribution system.

GUIDELINE

1. Trunk Waterlines

Mackenzie County shall undertake construction of the Trunk Waterlines in the phases as described in this policy. The County will seek provincial and/or federal financial assistance to fund the Trunk Waterline improvements. The remaining amount may be funded through the general municipal tax and/or reserves, and the financial contributions generated from individual rural ratepayer's Rural Servicing Fees. A long term debenture may also be obtained subject to the County's policy and the regulated debt borrowing limit as established by the Municipal Government Act (MGA).

The routes of the main trunk waterlines will be subject to County Council formal approval for each of the following phases in consultations with municipal engineers and with an endeavor to achieve the most cost effective outcome:

- Phase I - From Hamlet of Fort Vermilion to Hamlet of La Crete
- Phase II - From Hamlet of La Crete - South (La Crete Saw Mill)
- Phase III - From Town of High Level – South (Ainsworth OSB Plant)
- Phase IV - From Hamlet of Fort Vermilion to Boyer
- Phase V - From Boyer to the Town of High Level
- Phase VI - From La Crete South Extension to Blue Hills

It is preferred that all municipal water lines, including Trunk and Lateral Waterlines, be constructed within the existing road allowances to avoid the need to obtain additional right-of-way or easements. Other options may be considered subject to the appropriate legal mechanism that shall be established in securing County's access to the waterlines during construction and subsequently for routine repair and maintenance; these must be registered against the applicable properties in Alberta Land Titles. No financial compensation shall be provided by the County to a property owner due to a utility right-of-way easement.

Construction of each Phase is subject to available budget as approved by Council on an annual basis.

2. Water Distribution System

The County Council will consider expanding its rural water distribution system on an annual basis, while guided in their decision-making by the following:

- a) budgetary consideration for that year;
- b) average cost per service for the service areas with the highest public demand;
- c) water distribution system capacity and;
- d) public demand from a service area.

3. Lateral Waterline Improvements

In order to encourage continuing expansion of the County's water distribution system within servicing areas, rural customers will be permitted to connect a Lateral Waterline extension to the County's Trunk Waterline system within this policy's guideline subject to Council's approval.

4. Customer's Water Service

The county rural water servicing will be limited to the trickle fill water distribution system. Trickle fill water distribution is a low-pressure system that continuously fills a water holding tank based on a preset amount of water the customer uses and is controlled by a float valve.

A rural connection will typically include the following:

- low pressure trickle, that continuously fills a water holding tank;
- a flow valve with a restricted flow of 1 gal/min (4.54 l/min) for residential & 2 gal/min for commercial;
- a water holding tank and pump are required for all service connections;
- the Customer shall be responsible for the supply and installation costs of a suitable holding tank (2- day supply is typically recommended), a pump and connections to the service pipe and building pipe network;

5. Program Advertised

The County will:

- solicit on encouraging public from service areas to submit expressions of interest with a September 30th deadline for responses;
- advise that consideration to construct will be in the subsequent year on receiving expression of interests;
- advise the public on the existence of the County's Rural Water Servicing Policy and the criteria required for Council to approve of a Project;
- advise that expression of interests to be presented to Council, must include the Deposit Fee from each of the property owners expressing their commitment on proceeding with the Project;
- advise the residents of the requirement that the County's Rural Potable Water Servicing Agreement must be executed prior to the County proceeding with the Project;
- present all received expressions of interest to Council received prior to the September 30th deadline and annual budget deliberations.

6. Program Approval Steps

The following list includes an example of key deadline dates that will assure the success of a Project moving forward in a timely manner:

January 15, 20XX	County advertises the program soliciting expressions of interest from the public.
September 30, 20XX	Submissions of interests and \$1,000 Deposits from residents of service areas are received by County. Rural ratepayers that wish to connect after the submission of interest deadline but no later than Project Completion will pay the deposit of \$2000. Those that live adjacent to the waterline but wish to connect after Project Completion will pay the full \$8000 connection fee plus Rural Servicing Fee.
October 31, 20XX	CAO presentation of the submissions of interests from service area residents for Council's consideration to proceed or deny the expansion of the water distribution system Project.
December 31, 20XX	Council approves the budget to proceed with the Project to expand the County's water distribution system to service the area considered by Council.
January 30, 20XX	Engineering firm authorized to proceed with the engineering design, estimates and project management.
March 1, 20XX	Preliminary engineering estimates provided.
March 31, 20XX	CAO presentation of engineering estimate for Council's consideration on Endeavor to Assist initiatives that may be considered for the Project.
May 1, 20XX	Rural ratepayers that have demonstrated their expression of interest are presented with the Rural Potable Water Servicing Agreement and will be required to complete all financial arrangements with the County by May 31 st .
May 31, 20XX	Rural ratepayers are to complete the execution of the Rural Potable Water Servicing Agreement. Those that are executing the Agreement and have not paid the \$1,000 Deposit, will now be required to pay \$2,000 as a non-refundable Deposit Fee.

June 30, 20XX	CAO presentation to Council for decision to proceed with Project with respect to the number of residents completing their requirement on signing of the Rural Potable Water Servicing Agreement.
July 15, 20XX	Call for Tenders.
August 15, 20XX	Subject to Council approval, Contractor is awarded the Contract to proceed with construction.
October 31, 20XX	Construction complete, and water system improvements commissioned.
December 31, 20XX	Project Final Report submitted.

7. Public Interest & Commitment

Public Request – The residents within a service area that display at least 70% of the rural property owners are committed to connect to the County’s water distribution system will be a serious contender for approval. The residents in the service area expressing their interest will be required to:

- a) Pay the Deposit and submission of interest to the County by September 30 deadline that includes the following:
- b) Grants to the County a blanket easement, if required, confirming the property owner will sign a formal easement agreement in favor of Mackenzie County for granting the County the right to:
 - i. provide for all construction needs in installation of the water servicing improvement &:
 - ii. where appropriate, provide the County with access for operations and maintenance purposes;
- c) Acknowledged that non-payment of the Rural Servicing Fee or future water servicing/consumption fees will result in transfer of the unpaid amounts to the property’s tax roll.

Agreement Term, this agreement shall continue to apply except to the extent that it is inconsistent with Mackenzie County utility bylaws, in which case the applicable bylaw provision shall prevail. This agreement shall terminate, and the Deposit be returned to the Customer following September 30th of the year that is two years following the execution of this agreement by the Customer and the County, if Mackenzie County has not commenced construction of the expansion of the water distribution system to the service area in which the Lands are located and which will provide potable water service to the Lands.

Fees to Connect - subject to Council approving of servicing areas, each rural ratepayer connecting to the County’s water distribution system will be required to pay Fees as levied in accordance with the Rural Potable Water Servicing Agreement.

Lateral Oversizing – Lateral Waterlines that are installed as part of the Project will have a minimum size of 50 millimeters (2 inches) in diameter with the cost of the Lateral Waterline forming part of the Customer Total Fee. The County, subject to Council approval, may contribute for oversizing to address the potential of future growth.

8. Construction within Easements

Preference is to construct the water distribution system on road rights-of-way however in some cases; easements may be required when crossing private properties;

No water lines will be constructed unless an easement, when required, is signed and registered against a property where the construction is to take place. Preference is to have blanket easements in place whenever possible. Blanket easement is done by description and is for a defined area of a property parcel;

Following a two-year warranty/maintenance period, the rural customer /landowner will be responsible for all maintenance costs of Land affected by the installation of the Lateral Waterline improvements;

Compensation for crops damaged will be accounted for under the Contractor's Project costs at a rate as per *Policy PW035 Crop Damage Compensation*.

9. Administrative Responsibilities

The Chief Administrative Officer or Designate shall be responsible for monitoring compliance with this policy.

FEES

1. Rural Customer's Servicing Fee

The Rural Servicing Fee covers all Project costs associated with the Lateral Waterline and the following rural customer's Service Waterline improvements:

- Customer's Service Waterline from the County's water distribution system service connection up to and including;
- Located in proximity of the property line, the curb-stop and if required the meter chamber, as determined in Policy UT004 Utility Connections;

Customers will be responsible for all costs associated with installation of the portion of Service Waterline located on private property. Customers will have the option of utilizing the County's Project Contractor to install the Service Waterline from the curb-stop or the metering chamber if required, to the private dwelling. County will include within the Project Contract Schedule, a provisional item that will carry the Service

Waterline construction costs of the Customer's private property portion. The arrangement for this option will be solely between the Contractor and property owner.

The Customer is responsible for all maintenance costs of the water Service Waterline portion located on private property.

2. Fees to Connect

The Connection Fee, in accordance with the County's Fee Schedule Bylaw, will be required prior to the connection to the County's water distribution system:

3. Usage Fee for Services

All Customers connected to the County's water distribution system shall be required to pay monthly water consumption fees as established in the County's Fee Schedule Bylaw.

4. Financial Arrangements

Financial arrangements for the construction of the Lateral and customer Service Waterlines will be required to ensure that all costs associated with the improvements are accounted for. The financial arrangements will require Council approval prior to proceeding with the construction of the waterline improvements.

ENDEAVOR TO ASSIST

Under this policy, Council may approve several costs saving initiatives that will favor rural property owners interested in connecting to the County's water distribution system. The following are examples of cost reduction initiatives that the County may consider for individual Projects:

1. Fee Reduction

Connection Fee, as per the County's Fee Schedule bylaw, charges \$8,000 to each new Customer to connect to the County's water distribution system. Council will endeavor to assist by charging a "one-time" fee of \$8,000 to be equally shared by the Customers that wish to connect to the water distribution system during the Project. Following the Project Completion, ratepayers interested in connecting to the County's water distribution system, will be required to apply for a Connection individually pay the full amount of the \$8,000 Connection Fee pursuant to the County's Fee Schedule Bylaw.

2. Engineering Costs

The County will fund the Project engineering and/or surveying costs dependent on budget.

3. Financial Arrangement Initiatives

Property owners will have the option of fully paying upfront or arranging private financing for their financial obligations to the project. The County will offer payment options with competitive rates leveraged through the Alberta Financing Authority and recovered similar to outstanding taxes that have been registered on the property. As long as the loan is not in default no additional interest penalties would accrue.

The following are financial initiatives that could be considered by Council for approval:

a) Lateral Oversizing

To ensure that water capacity is available for future growth, the County may fund the oversizing of Lateral Waterlines. Subject to Council approval, the County will establish an Endeavor to Assist financial arrangement that will impose a charge for future Customers connecting into the oversized Lateral Waterline. This will provide future Customers the assurance on the availability of adequate water capacity and will provide the County with an approved financial process to recover the funds invested into the Lateral Watermain oversizing.

b) Servicing Costs Financed

Customer, subject to Council approval, may request the County's assistance on providing financial arrangements to account for the Rural Servicing Fee costs. Financial arrangements will be performed on a per project case basis that will be led by the County's Finance Department. Some financing options could include:

i. Local Improvement Plan

The Local Improvement Plan is specifically an option that County residents, under the Municipal Government Act (MGA), have the legal right to petition Council requesting the County to proceed with the expansion of the water distribution system. The residents will have control on this initiative and are required to follow the rules as set out within the MGA.

ii. Improvement Plan Bylaw

A bylaw be adopted that would outline the project area and land locations of the interested Customers taking part in the program. Similar to the local improvement plan, but this only applies to those interested in connecting. The Bylaw will address future connections and Customer's Total Fees within the Project area.

c) Connection Deferral

The policy's guideline for a servicing area with at least 70% of the property owners committing to proceed with the program will be a consideration for approval. Each benefitting property owner will share equally in all costs of the construction of the Lateral and Service Waterline improvements. If a service area is approved to proceed without 100% commitment, the customers that connect prior to completion of the Installation of the water improvements will fund 100% of the Project. All rural property owners deferring their Connections to a date that follows the Project Completion, will be required to pay the total \$8000 Connection Fee in addition to the Rural Servicing Fee payable to the County prior to connecting to the County's water distribution system

	Date	Resolution Number
Approved	2014-01-14	14-01-034
Amended	2016-09-28	16-09-680
Amended	2018-09-24	18-09-714
Amended	2023-02-07	23-02-130



Mackenzie County

REQUEST FOR DECISION

Meeting:	Committee of the Whole Meeting
Meeting Date:	March 28, 2023
Presented By:	Don Roberts, Director of Community Services
Title:	Amend – Policy ADM042 General Safety Policy

BACKGROUND / PROPOSAL:

Due to changes to the Occupational Health and Safety Act, the core roles and responsibilities for the Joint Work Site Health & Safety Committee have changed. Policy ADM042 General Safety Policy requires amendment to reflect these changes.

OPTIONS & BENEFITS:

Option 1

Amend ADM042 General Safety Policy as presented.

Option 2

Receive for information

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

COMMUNICATION / PUBLIC PARTICIPATION:

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

POLICY REFERENCES:

ADM042 General Safety Policy

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That a recommendation be made to Council that Policy ADM042 General Safety be approved as presented/amended.

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

Mackenzie County

Title	General Safety Policy	Policy No:	ADM042
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Purpose

Mackenzie County is committed to the health and safety and welfare of its employees in compliance with the OH&S Act. Mackenzie County is also committed to providing a physically and psychologically healthy and safe workplace for its employees by incorporating and enforcing safe working conditions and practices.

The purpose of this policy is to ensure that health and safety are given primary importance in planning and operating municipal activities in order to protect employees against hardship and suffering caused by work related injuries.

POLICY STATEMENT

1. Every employee is entitled to work under the safest possible conditions, and every reasonable effort shall be made to provide for the safe and healthy working conditions and to eliminate hazards that can cause injury to workers or damage to property or equipment.
2. Management is responsible for the promotion of safety and the education of all employees.
3. Each individual employee is responsible for the success of the health and safety program and will cooperate with supervisors to this end.

PROCEDURE

A safe and healthy work environment is a goal everyone shares. For that reason, the Occupational Health and Safety Act is an important piece of legislation which was passed to protect employer, management and workers. The Act provides minimum standards within which the County, Management, Supervisors, Employees and Contractors must work together to keep the work site safe and free from health hazards.

All employees shall adhere to the guidelines defined in the Mackenzie County Employee Safety Handbook. If a contradiction between policy and procedures arises, the County Chief Administrative Officer shall resolve the issue by approving amendments to procedures or recommending changes to policy.

RESPONSIBILITIES OF COUNCIL, MANAGEMENT, DEPARTMENT HEADS, EMPLOYEES & THE JOINT WORK SITE HEALTH & SAFETY COMMITTEE

Council

To encourage a healthy and safe work place by:

- a) providing the necessary funding for safety related programs, equipment and clothing;
- b) approving the appropriate policies.

Chief Administrative Officer and Directors

- To provide information, instructions, and assistance to all supervisory staff in order to protect the health and safety of all employees.
- To provide all supervisory staff with an understanding of the Mackenzie County Occupational Health & Safety Program as well as relevant occupational health and safety legislation.
- To ensure that supervisors and employees are aware of and adhere to policy and procedures regarding the care and maintenance of buildings, equipment, vehicles, tools and personal protective equipment.
- To approve ongoing training programs and first aid courses.
- To participate in formal worksite inspections.
- To review incident and near miss reports and provide direction and/or comments.
- To act as a liaison between employees, supervisors, the Joint Health & Safety Committee and the County Council.
- To monitor sub-contractors to enforce the use of the safety program including procedures, filling out hazard assessments, and wearing personal protective equipment, therefore creating a safe and healthy workplace.

Supervisors

- To understand and enforce the Mackenzie County Occupational Health & Safety Program.
- To ensure that employees are trained and demonstrate competency in the operation, care and maintenance of vehicles and equipment.
- To review with employees all Hazard Assessments pertinent to their department and highlight any potential dangers and how to isolate, prevent and remove them.

- To complete all incidents or near miss reports immediately, to assist in the investigation of all incidents and near miss reports and to advise management on how to prevent similar accidents in the future.
- To carry out regular inspections of the work place to ensure a safe and healthy environment.
- Co-operate with OH&S and provide any information requested during an investigation.
- To monitor sub-contractors to enforce the use of the safety program including procedures, filling out hazard assessments, and wearing personal protective equipment, therefore creating a safe and healthy workplace.

Employee

- To read, understand and comply with the Mackenzie County Safety Employee Handbook, safety policy, directives, safe work practices, and Occupational Health and Safety procedures and rules.
- To use the safety equipment and personal protective devices and clothing required by regulations and the County.
- To notify their supervisor of any unsafe conditions or acts that may be of danger to other workers or themselves.
- To notify Management if a hazard is not rectified.
- To report all accidents and injuries in writing to their supervisor as soon as possible.
- To take precautions to protect the safety of other workers and themselves.
- If asked to do work that he/she believes poses imminent danger to himself/herself or others, refuse to do it and
 - 1) immediately notify Supervisor
 - 2) explain reason
 - 3) if Supervisor does not agree, contact Management.
- Co-operate with OH&S and provide any information requested during an investigation.

Contractors

- Where a contractor is HIRED BY the County and is not designated as a “Prime Contractor” by contract, they shall abide by the County Safety Policies.

- The contractor shall provide and use safety equipment and personal protective devices and clothing required by regulations and the County.
- The contractor shall notify the responsible County employee of any conditions of concern.
- The contractor shall report all incidents, near misses and injuries in writing to the responsible County employee as soon as possible.
- The contractor shall take precautions to protect the safety of other workers and themselves. If asked to do work that the contractor believes is imminent danger to himself/herself or others, refuse to do it and:
 - 1) notify responsible County employee or designate,
 - 2) explain reason,
 - 3) if responsible employee or designate does not agree, contact the Director of that department or the Chief Administrative Officer.
- All contractors, non-prime and commenced equipment operators/contractors must obtain, read and understand the contents of Mackenzie County's "Contractor Safety Handbook" and complete the Field Hazard Assessment/Tailgate Safety Meeting Form.
- Failure to meet the requirements of Mackenzie County's Health & Safety Program may result in the following disciplinary actions:
 - 1) Verbal warning will be given to the contract owner or representative.
 - 2) Written warning will be given to the contract owner or representative.
 - 3) Termination of contract.

Visitors

- All visitors must comply with the Mackenzie County Health & Safety Program.

Joint Work Site Health & Safety Committee

The Committee shall be comprised of a minimum of three members from Management and three employee representatives appointed by the Union (Article 28.01).

The objectives **and duties** of this Committee are to:

- ~~a) encourage the County and all its employees to work together in the identification and evaluation of health and safety concerns.~~

- ~~b) recommend solutions to unsafe procedures and health threats.~~
- ~~c) provide a recommended General Safety Policy.~~
- ~~d) review the incident reports and make recommendations to the Chief Administrative Officer.~~

~~e) a) maintain Mackenzie County's Safety Program.~~

~~f) meet minimum legislated requirements.~~

b) The receipt, consideration and disposition of worker health and safety concerns.

c) Participating in the employer's hazard assessment process.

d) Making recommendations about worker health and safety to the employer.

e) Reviewing the employer's work site inspection records.

This Committee will meet ~~at least quarterly~~ on an as needed basis as outlined ~~the Occupational Health and Safety Act~~ in the Joint Work Site Health & Safety Committee Terms of Reference. All meetings are open to all employees and minutes will be prominently posted and filed as required by legislation. This Committee will report to the Chief Administrative Officer.

This policy shall be reviewed and signed off annually by the Chief Administrative Officer.

	Date	Resolution Number
Approved	2003-07-25	03-403
Amended	2013-01-15	13-01-030
Amended	2014-03-26	14-03-175
Amended	2015-07-29	15-07-497
Amended	2016-03-08	16-03-157
Amended	2019-10-08	19-10-550
Amended	2019-11-05	19-11-666
Amended	2021-04-13	21-04-295
Reviewed	2021-11-05	N/A
Amended	2022-09-13	22-09-600
Amended		

CAO Signature: _____

Date: