




MACKENZIE COUNTY


# REGULAR COUNCIL MEETING

**AUGUST 16, 2023**  
**10:00 AM**

FORT VERMILION COUNCIL  
CHAMBERS

 780.927.3718

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**Mackenzie County**



**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING**

**Wednesday, August 16, 2023  
10:00 a.m.**

**Fort Vermilion Council Chambers**

**Fort Vermilion, Alberta**

**AGENDA**

- CALL TO ORDER:** 1. a) Call to Order
- AGENDA:** 2. a) Adoption of Agenda
- ADOPTION OF PREVIOUS MINUTES:** 3. a) Minutes of the July 12, 2023 Regular Council Meeting 7  
b) Business Arising out of the Minutes  
c)
- CLOSED MEETING:** *Freedom of Information and Protection of Privacy Act Division 2, Part 1 Exceptions to Disclosure*
4. a) Town of High Level Annexation Application (*FOIP Sections 21 and 23*)  
b) Offer to Purchase – Portion of Plan 2983RS, Block 06, Lot 16 (Hamlet of Fort Vermilion) (*FOIP Sections 23, 24, 25 and 27*)  
c) Request for Sale of Public Utility Lane – Plan 032 1401, Block 28, Lot 5PUL (Hamlet of La Crete) (*FOIP Sections 23, 24, 25 and 27*)
- TENDERS:** Tender openings are scheduled for 11:00 a.m.
5. a) Intersection Improvements Hamlet of La Crete 25  
b)
- PUBLIC HEARINGS:** Public Hearings are scheduled for 1:00 p.m.
6. a) None

<b>DELEGATIONS</b>	7.	a)	None	
		b)		
<b>GENERAL REPORTS:</b>	8.	a)	CAO, Director & Manager Reports for July 2023	27
		b)		
		c)		
<b>AGRICULTURE SERVICES:</b>	9.	a)	None	
		b)		
<b>COMMUNITY SERVICES:</b>	10.	a)	Resignation of Councillor and Committee Member Appointments	47
		b)		
		c)		
<b>FINANCE:</b>	11.	a)	Bylaw 1144-19 Remuneration for Volunteer Fire Fighters	53
		b)	Bylaw 1295-23 Local Improvement Tax – 105 Ave. Asphalt	59
		c)	Request to Write-off Taxes & Penalties Tax Roll 084425 – Non Profit Organization	67
		d)	Budget Amendment – 2023 Mackenzie Agricultural Fair & Tradeshow	89
		e)	Budget Amendment – Risk Management for RiskPro Premium Refund	91
		f)	Conditional Grant Agreement – Interest Revenue	93
		g)	Quarterly Financial Reports – January 1 – June 30, 2023	95
		h)	Councillor Expense Claims	127
		i)	Member at Large Expense Claims	129
<b>PROJECTS &amp; INFRASTRUCTURE:</b>	12.	a)	Bylaw 1304-23 Noise Abatement	131
		b)		

		c)		
<b>OPERATIONS:</b>	13.	a)	Budget Amendment – 2023 Capital Range Road 154, and Township Road 1092 Projects	145
		b)		
		c)		
<b>UTILITIES:</b>	14.	a)	None	
		b)		
<b>PLANNING &amp; DEVELOPMENT:</b>	15.	a)	Bylaw 1302-23 Land Use Bylaw Amendment to Rezone Part of SW-2-106-15-W5M from Agricultural “A” to Institutional “I”	147
		b)	Bylaw 1305-23 Land Use Bylaw Amendment to Rezone Part of NW 33-105-16-W5M from Agricultural “A” to Direct Control 1 “DC1”	157
		c)		
		d)		
<b>ADMINISTRATION</b>	16.	a)	Resignation of Councillor and By-election	167
		b)	Bylaw 1303-23 Chief Administrative Officer	173
		c)	Rail Safety Week Proclamation	181
		d.)		
		e)		
<b>COMMITTEE OF THE WHOLE ITEMS:</b>	17.	a)	Business Arising out of Committee of the Whole	
		b)		
<b>COUNCIL COMMITTEE REPORTS:</b>	18.	a)	Council Committee Reports (verbal)	
		b)	Flood Recovery Steering Committee Meeting Minutes	185
		c)	Municipal Planning Commission Meeting Minutes	193
		d)		

- |  |     |    |  |     |
|--|-----|----|--|-----|
| <b>INFORMATION /<br/>CORRESPONDENCE:</b> | 19. | a) | Information/Correspondence   | 235 |
| <b>NOTICE OF MOTION:</b>                 | 20. | a) |  |     |
| <b>NEXT MEETING<br/>DATES:</b>           | 21. | a) | Regular Council Meeting<br>September 6, 2023<br>10:00 a.m.<br>Fort Vermilion Council Chambers  |     |
|  |     | b) | Regular Council Meeting<br>September 19, 2023<br>10:00 a.m.<br>Fort Vermilion Council Chambers |     |
| <b>ADJOURNMENT:</b>                      | 22. | a) | Adjournment  |     |



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>August 16, 2023</b>
<b>Presented By:</b>	<b>Darrell Derksen, Chief Administrative Officer</b>
<b>Title:</b>	<b>Minutes of the July 12, 2023 Regular Council Meeting</b>

## **BACKGROUND / PROPOSAL:**

Minutes of the July 12, 2023 Regular Council Meeting are attached.

## **OPTIONS & BENEFITS:**

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

## **SUSTAINABILITY PLAN:**

## **COMMUNICATION / PUBLIC PARTICIPATION:**

Approved Council Meeting minutes are posted on the County website.

## **POLICY REFERENCES:**

**Author:** L. Flooren      **Reviewed by:** L. Flooren      **CAO:** D. Derksen

**RECOMMENDED ACTION:**

- Simple Majority       Requires 2/3       Requires Unanimous

That the minutes of the July 12, 2023 Regular Council Meeting be adopted as presented.

**Author:** L. Flooren      **Reviewed by:** L. Flooren      **CAO:** D. Derksen



**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING**

**Wednesday, July 12, 2023  
10:00 a.m.**

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

**PRESENT:**

Josh Knelsen	Reeve
Walter Sarapuk	Deputy Reeve
Jacque Bateman	Councillor
Peter F. Braun	Councillor
Cameron Cardinal	Councillor
Darrell Derksen	Councillor
David Driedger	Councillor
Garrell Smith	Councillor
Lisa Wardley	Councillor
Ernest Peters	Councillor (left the meeting at 2:30 p.m.)

**REGRETS:**

**ADMINISTRATION:**

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

**ALSO PRESENT:**

Minutes of the Regular Council Meeting for Mackenzie County held on July 12, 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 23-07-553 MOVED** by Councillor Wardley

That the agenda be adopted with the following additions:

- 4. b) CAO (*FOIP Sections 23, 24 and 27*)
- 9. a) Mackenzie Applied Research Association (MARA)
- 10. a) Fort Vermilion Library Building
- 16. a) Rural Municipalities of Alberta (RMA) Zone Meeting

**CARRIED**

**ADOPTION OF  
PREVIOUS MINUTES:**

**3. a) Minutes of the June 28, 2023 Regular Council Meeting**

**MOTION 23-07-554**

**MOVED** by Councillor Wardley

That the minutes of the June 28, 2023 Regular Council Meeting be adopted as presented.

**CARRIED**

**ADOPTION OF  
PREVIOUS MINUTES:**

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

None.

**CLOSED MEETING:**

**4. Closed Meeting**

**MOTION 23-07-555**

**MOVED** by Councillor Driedger

That Council move into a closed meeting at 10.01 a.m. to discuss the following:

- 4.a) 2023 Bursary Applications (Second Deadline) (*FOIP Section 17*)

**CARRIED**

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

- All Councillors Present

**MOTION 23-07-556**

**MOVED** by Councillor Braun

That Council move out of a closed meeting at 11:04 a.m.

**CARRIED**

Reeve Knelsen recessed the meeting at 11:04 a.m. and reconvened the meeting at 11:12 a.m.

**TENDERS: 5. a) Culvert Replacement and Other Work - Bridge File 81124**

**MOTION 23-07-557** **MOVED** by Councillor Peters

That the Culvert Replacement and Other Road Work Tenders-Envelope #1 be opened.

**CARRIED**

<b>Bidder</b>	<b>Qualifying Documents</b>
Boss Bridgeworks	All required documents included.
Northern Road Builders LP	All required documents included.

**MOTION 23-07-558** **MOVED** by Councillor Braun

That the Culvert Replacement and Other Road Work Tenders - Envelope #2 be opened for the qualified bidders.

**CARRIED**

<b>Bidder</b>	<b>Cost</b>
Boss Bridgeworks	\$167,375.00
Northern Road Builders LP	\$261,950.00

**MOTION 23-07-559** **MOVED** by Councillor Wardley

That administration reviews the tenders for the Culvert Replacement and Other Road Work and return for awarding later in the meeting.

**CARRIED**

**TENDERS: 5. b) Fort Vermilion Waste Transfer Station Caretaker Contract**

**MOTION 23-07-560** **MOVED** by Councillor Derksen

That the Fort Vermilion Waste Transfer Station Caretaker Contract Envelope be opened.

**CARRIED**

Bidder	Cost
Gertrude Derksen	\$1,850 per month
Norma Croy	\$1,200 per month
Susan Doerksen	\$2,200 per month

**MOTION 23-07-561** **MOVED** by Councillor Cardinal

That the Fort Vermilion Waste Transfer Station Caretaker contract be awarded to the lowest qualified bidder while staying within budget.

**CARRIED**

**TENDERS:** **5. c) River Road Subdivision Phase 4 – Tender Opening**

**MOTION 23-07-562** **MOVED** by Councillor Braun

That the River Road Subdivision Phase 4 Tenders- Envelope #1 be opened.

**CARRIED**

Bidder	Qualifying Documents
Good Brothers Construction 2002 Ltd.	All required documents included.
Northern Road Builders LP	All required documents included.
Green Acre Ventures Ltd.	All required documents included.
Option Excavating Inc.	All required documents included.

**MOTION 23-07-563** **MOVED** by Councillor Peters

That the River Road Subdivision Phase 4 Tenders- Envelope #2 be opened for the qualified bidders.

**CARRIED**

Bidder	Cost
Good Brothers Construction 2002 Ltd.	\$1,301,779.00
Northern Road Builders LP	\$1,011,306.49
Green Acre Ventures Ltd.	\$ 982,245.00
Option Excavating Inc.	\$2,172,430.00

**MOTION 23-07-564** **MOVED** by Councillor Bateman

That administration review and score the tenders for the River Road Subdivision Phase 4 and return for awarding later in the meeting.

**CARRIED**

**TENDERS:**

**5. d) MIT23-004 MIT23-005, Mitigation Foundation Construction, Electrical & Plumbing**

**MOTION 23-07-565**

**MOVED** by Councillor Bateman

That administration negotiates with proponent for services requested in the Request for Proposal MIT23-004 - Crawlspace or basement construction, Electrical and Plumbing and proceed while remaining within budget.

**CARRIED**

<b>Evaluation Criteria</b>	<b>Weight</b>	<b>Score</b>
Project Bid Price	80%	66
Local	10%	10
Experience	10%	10
<b>Total</b>	<b>100%</b>	<b>86</b>

**MOTION 23-07-566**

**MOVED** by Councillor Bateman

That administration negotiates with proponent for services requested in the Request for Proposal MIT23-005 - Crawlspace or basement construction, Electrical and Plumbing and proceed while remaining within budget.

**CARRIED**

<b>Evaluation Criteria</b>	<b>Weight</b>	<b>Score</b>
Project Bid Price	80%	44
Local	10%	10
Experience	10%	10
<b>Total</b>	<b>100%</b>	<b>64</b>

Reeve Knelsen recessed the meeting at 11:58 a.m. and reconvened the meeting at 12:35 p.m.

**CLOSED MEETING:**

**4. Closed Meeting**

**MOTION 23-07-567**

**MOVED** by Councillor Bateman

That Council move into a closed meeting at 12:35 p.m. to discuss the following:

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

4.a) 2023 Bursary Applications (Second Deadline)  
(FOIP Section 17)

**CARRIED**

Councillor Wardley declared herself in conflict and left the meeting at 12:35 p.m.

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

- All Councillors Present excluding Councillor Wardley
- Byron Peters, Interim Chief Administrative Officer/ Director of Projects & Infrastructure
- Don Roberts, Director of Community Services
- Jennifer Batt, Director of Finance
- Caitlin Smith, Director of Planning & Agriculture
- John Zacharias, Director of Utilities
- Louise Flooren, Manager of Legislative & Support Services/ Recording Secretary

Administration left the meeting at 12:56 p.m., Councillor Wardley rejoined the meeting at 12:56 p.m.

Byron Peters, Interim Chief Administrative Officer, Jennifer Batt, Director of Finance and Louise Flooren Manager of Legislative and Support Services/Recording Secretary rejoined the meeting at 1:17 p.m.

**MOTION 23-07-568**      **MOVED** by Councillor Wardley

That Council move out of a closed meeting at 1:25 p.m.

**CARRIED**

**CLOSED MEETING:**      **4. a) 2023 Bursary Applications (Second Deadline)**

**MOTION 23-07-569**      **MOVED** by Councillor Driedger  
Requires 2/3

That Council awards 8 bursary recipients as discussed for the total amount of \$13,500, and allocate the balance remaining of \$12,500 to the Bursary Reserve for future allocations.

**CARRIED**

**PUBLIC HEARINGS:**      **6. a) Bylaw 1301-23 Land Use Bylaw Amendment to Rezone Plan 212 0513, Block 4, Lots 3-5 and Plan 212**

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

**0513, Block 3, Lots 1-5 from Hamlet Residential 1 “H-R1” to Hamlet Residential 2A “H-R2A”**

Reeve Knelsen called the public hearing for Bylaw 1301-23 to order at 1:27 p.m.

Reeve Knelsen asked if the public hearing for proposed Bylaw 1301-23 was properly advertised. Caitlin Smith, Director of Planning & Agriculture answered that the Bylaw was advertised in accordance with the Municipal Government Act.

Reeve Knelsen asked the Development Authority to outline the proposed Bylaw 1301-23 Land Use Bylaw Amendment to Rezone Plan 212 0513, Block 4, Lots 3-5 and Plan 212 0513, Block 3, Lots 1-5 from Hamlet Residential 1 “H-R1” to Hamlet Residential 2A “H-R2A”.

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

*Administration has received a request to rezone Plan 212 0513, Block 4, Lots 3-5 and Plan 212 0513, Block 3, Lots 1-5 from Hamlet Residential 1 “H-R1” to Hamlet Residential 2A “H-R2A”*

*The landowner would like to rezone these properties to provide for, bare-land duplexes. He has also submitted an application for subdivision for these eight (8) lots.*

*The purpose of the Residential 2A (H-R2A) district is to provide for entry-level dwellings to accommodate small lots within Hamlets. The lots proposed for rezoning are currently regular sized, if subdivision is passed, the lots would be split in half with a half of a duplex on each lot.*

*Currently these lots are empty.*

*According to the Land Use Bylaw 1066-17, Section 9.21 states:*

*Regulations*

*In addition to the regulations contained in Section 8, the following standards shall apply to every DEVELOPMENT in this LAND USE DISTRICT.*

*Proposed Bylaw 1301-23 was presented to the Municipal Planning Commission on June 22, 2023, where the following motion was made:*

*MOTION 23-06-102            MOVED by Erick Carter*

*That the Municipal Planning Commission recommend to Council to approve Bylaw 1301-23 being a Land Use Bylaw Amendment to rezone Plan 212 0513, Block 4, Lots 3-5 and Plan 212 0513 Block 3, Lots 1-5 from Hamlet Residential 1 "H-R1" to Hamlet Residential 2A "H-R2A", subject to public hearing input.*

*CARRIED*

*The proposed Bylaw was presented for first reading by Council on June 28, 2023 where the following motion was made:*

*MOTION 23-06-538            MOVED by Councillor Braun*

*That first reading be given to Bylaw 1301-23 being a Land Use Bylaw Amendment to rezone Plan 212 0513, Block 4, Lots 3-5 and Plan 212 0513, Block 3, Lots 1-5 from Hamlet Residential 1 "H-R1" to Hamlet Residential 2A "H-R2A", subject to public hearing.*

*CARRIED*

Reeve Knelsen asked if Council has any questions of the proposed Bylaw 1301-23 Bylaw 1301-23 Land Use Bylaw Amendment to Rezone Plan 212 0513, Block 4, Lots 3-5 and Plan 212 0513, Block 3, Lots 1-5 from Hamlet Residential 1 "H-R1" to Hamlet Residential 2A "H-R2A". There were no questions.

Reeve Knelsen asked if any submissions were received in regards to proposed Bylaw 1301-23. There were no submissions.

Reeve Knelsen asked if there was anyone present who would like to speak in regards to the proposed Bylaw 1301-23 There was no one present to speak to the proposed bylaw.

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



Reeve Knelsen closed the public hearing for Bylaw 1301-23 at 1:29 p.m.

**MOTION 23-07-570**      **MOVED** by Councillor Bateman

That second reading be given to Bylaw 1301-23 being a Land Use Bylaw Amendment to rezone Plan 212 0513, Block 4, Lots 3-5 and Plan 212 0513, Block 3, Lots 1-5 from Hamlet Residential 1 "H-R1" to Hamlet Residential 2A "H-R2A" subject to public hearing input.

**CARRIED**

**MOTION 23-07-571**      **MOVED** by Councillor Braun

That third reading be given to Bylaw 1301-23 being a Land Use Bylaw Amendment to rezone Plan 212 0513, Block 4, Lots 3-5 and Plan 212 0513, Block 3, Lots 1-5 from Hamlet Residential 1 "H-R1" to Hamlet Residential 2A "H-R2A" subject to public hearing input.

**CARRIED**

**DELEGATIONS:**      7. a) None

**GENERAL REPORTS:**      8. a) **CAO & Director Reports for June 2023**

**MOTION 23-07-572**      **MOVED** by Councillor Braun

That the CAO & Director reports for June 2023 be received for information.

**CARRIED**

**AGRICULTURE SERVICES:**      9. a) **Mackenzie Applied Research Association (MARA) (ADDITION)**

**MOTION 23-07-573**      **MOVED** by Councillor Bateman  
Requires Unanimous

That the Mackenzie Applied Research Association discussion be received for information.

**CARRIED UNANIMOUSLY**

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**COMMUNITY  
SERVICES:**

**10. a) Fort Vermilion Library Building (ADDITION)**

**MOTION 23-07-574**  
Requires Unanimous

**MOVED** by Councillor Wardley

That Mackenzie County agree to the transfer of ownership of the Fort Vermilion Library building and property and that administration work with Mackenzie County Library Board and the Fort Vermilion Library Society with the transfer.

**CARRIED UNANIMOUSLY**

Reeve Knelsen recessed the meeting at 2:09 p.m. and reconvened at 2:21 p.m.

Councillor Peters left the meeting at 2:30 p.m.

**TENDERS:**

**5. a) Culvert Replacement and Other Work - Bridge File 81124**

**MOTION 23-07-575**  
Requires 2/3

**MOVED** by Councillor Driedger

That the Culvert Replacement and Other Road Work contract be awarded to the lowest bidder while staying within budget.

**CARRIED**

**TENDERS:**

**5. c) River Road Subdivision Phase 4 – Tender Opening**

**MOTION 23-07-576**  
Requires 2/3

**MOVED** by Councillor Wardley

That the River Road Subdivision Phase 4 contract be awarded to highest scoring, qualified bidder while staying within budget.

Evaluation Criteria	Weight	Good Brothers Construction 2022 Ltd.	Northern Road Builders LP	Green Acre Ventures Ltd.	Option Excavating Inc.
Related Project Experience	10	10	10	10	7
Local Vendors Max.	10	10	10	7.5	5
Project Completion Date	10	10	7.5	10	10
Bid Price	70	40	65	70	40
<b>Total</b>	<b>100</b>	<b>70</b>	<b>92.5</b>	<b>97.5</b>	<b>62</b>

**CARRIED**

**FINANCE: 11. a) High Level Agricultural Society – Multiuse Arena  
Funding Request**

**MOTION 23-07-577** **MOVED** by Councillor Braun

Requires 2/3

That in lieu of consideration for 2024 grant funding, that the 2023 Operating Budget be amended to include \$100,000 for the High Level Agricultural Societies Indoor arena/Multiuse facility, with funding coming from the General Operating Reserve.

**CARRIED**

**FINANCE: 11. b) High Level Agricultural Society – Project Funds  
Reallocation Request**

**MOTION 23-07-578** **MOVED** by Councillor Peters

Requires 2/3

That the High Level Agricultural Societies request to reallocate \$6,935.69 from the Mower, Cooler, and Roping Dummy projects, to the New Multiuse Arena project be approved.

**CARRIED**

**FINANCE: 11. c) Bylaw 1295-23-Local Improvement Tax- 105 Ave  
Asphalt**

**MOTION 23-07-579** **MOVED** by Councillor Braun

That the first Reading be given to Bylaw 1295-23, being a bylaw authorizing imposition of a local improvement to the benefitting properties for construction of an Asphalt Overlay on 105 Ave from 99 Street east for 95 metres for: Plan 0524622, Block 21, Lot 2, Plan 0524622, Block 23, Lot 1, Plan 0124347, Block 21, Lot 1, in the hamlet of La Crete.

**CARRIED**

**FINANCE: 11. d) Borrowing Bylaw 1299-23 – PLS 140031 – South of  
High Level Lands**

**MOTION 23-07-580** **MOVED** by Councillor Wardley

Requires 2/3

That second reading, with amendments be given to Bylaw 1299-23 being the borrowing bylaw for PLS 140031 – South of High Level Lands as presented.

**CARRIED**

**MOTION 23-07-581**  
Requires 2/3

**MOVED** by Councillor Bateman

That third reading, with amendments be given to Bylaw 1299-23 being the borrowing bylaw for PLS 140031 – South of High Level Lands as presented.

**CARRIED**

**FINANCE:**

**11. e) Councillor Expense Claims**

**MOTION 23-07-582**

**MOVED** by Councillor Driedger

That the Councillor Expense Claims for June 2023 which include Councillor Driedger and Deputy Reeve Sarapuk and Councillor Driedger's May 2023 Expense Claim be received for information.

**CARRIED**

**PROJECTS &  
INFRASTRUCTURE:**

**12. a) Special Council Meeting Request for Tender  
Awarding**

**MOTION 23-07-583**

**MOVED** by Councillor Wardley

That Administration be authorized to proceed with a public tender opening on July 28, 2023 at 1:00 p.m. for the La Crete 101 Street/109 Avenue Intersection Upgrade and 109 Avenue Traffic Lights project and that a detailed summary be provided to Council.

**CARRIED**

**MOTION 23-07-584**

**MOVED** by Councillor Braun

That a Special Council Meeting be scheduled for August 2, 2023 at 10:00 a.m. for the La Crete 101 Street/100 Avenue Intersection Upgrade and 109 Avenue Traffic Lights Project Tender Awarding.

**CARRIED**

**OPERATIONS:** 13. a) None

**UTILITIES:** 14. a) None

**PLANNING &  
DEVELOPMENT:** 15. a) Development Statistics Report – January to June  
2023

**MOTION 23-07-585** **MOVED** by Councillor Wardley

That the development statistics report for January to June 2023  
be received for information.

**CARRIED**

**ADMINISTRATION:** 16. a) Rural Municipalities of Alberta (RMA) Zone Meeting  
(ADDITION)

**MOTION 23-07-586** **MOVED** by Deputy Reeve Sarapuk  
Requires Unanimous

That the following Councillors be authorized to attend the Rural  
Municipalities of Alberta Zone Meeting in Wabasca, Alberta on  
August 11, 2023:

Reeve Knelsen  
Councillor Braun  
Councillor Cardinal  
Councillor Derksen  
Councillor Wardley

**CARRIED UNANIMOUSLY**

**COMMITTEE OF THE  
WHOLE ITEMS:** 17. a) Business Arising out of Committee of the Whole

**MOTION 23-07-587** **MOVED** by Councillor Bateman

That administration advertise open houses for the Municipal  
Development Plan.

**CARRIED**

**MOTION 23-07-588** **MOVED** by Councillor Wardley

That Policy ADM053 Flags and Flag Protocol be TABLED to a future Council Meeting.

**CARRIED**

**MOTION 23-07-589** **MOVED** by Councillor Bateman

That Policy ASB 017 Rubber Mat Rental be rescinded.

**CARRIED**

**MOTION 23-07-590** **MOVED** by Councillor Bateman

That Policy UT001 Utility Locates and Planning be amended as presented at the Committee of the Whole Meeting.

**CARRIED**

**COUNCIL  
COMMITTEE  
REPORTS:**

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

**MOTION 23-07-591** **MOVED** by Councillor Smith

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

**CARRIED**

**COUNCIL  
COMMITTEE  
REPORTS:**

**18. b) Agricultural Service Board Meeting Minutes**

**MOTION 23-07-592** **MOVED** by Councillor Wardley

That the unapproved Agricultural Service Board meeting minutes of June 14, 2023 be received for information.

**CARRIED**

**INFORMATION/  
CORRESPONDENCE:**

**19. a) Information/Correspondence**

**MOTION 23-07-593** **MOVED** by Councillor Bateman

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

That a letter be written to the Minister of Advanced Education regarding the Northwestern Polytech, Fairview Campus.

**CARRIED**

**MOTION 23-07-594** **MOVED** by Councillor Derksen

That the information/correspondence be accepted for information purposes.

**CARRIED**

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

**MOTION 23-07-595** **MOVED** by Councillor Wardley

That Council move into a closed meeting at 3:38 p.m. to discuss the following:

4.b) CAO (*FOIP Sections 23, 24 and 27*) (ADDITION)

**CARRIED UNANIMOUSLY**

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

- All Councillors Present excluding Councillor Peters
- Byron Peters, Interim Chief Administrative Officer/ Director of Projects & Infrastructure
- Louise Flooren, Manager of Legislative & Support Services/ Recording Secretary

Councillor Derksen declared himself in conflict and left the meeting at 3:45 p.m.

**MOTION 23-07-596** **MOVED** by Councillor Wardley

That Darrell Derksen be appointed as Interim CAO from August 1 – 16, 2023 and at which point Council will consider permanent appointment.

**CARRIED UNANIMOUSLY**

**MOTION 23-07-597** **MOVED** by Councillor Bateman

That Council move out of a closed meeting at 3:47 p.m.

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

**CARRIED UNANIMOUSLY**

Councillor Derksen returned to the meeting at 3:47 p.m.

**NEXT MEETING  
DATES:**

**21. a) Next Meeting Dates**

Special Council Meeting  
August 2, 2023  
10:00 a.m.  
Fort Vermilion Council Chambers

Committee of the Whole Meeting  
August 15, 2023  
10:00 a.m.  
Fort Vermilion Council Chambers

Regular Council Meeting  
August 16, 2023  
10:00 a.m.  
Fort Vermilion Council Chambers

**ADJOURNMENT:**

**22. a) Adjournment**

**MOTION 23-07-598**

**MOVED** by Councillor Derksen

That the Council meeting be adjourned at 3:48 p.m.

**CARRIED**

These minutes will be presented for approval at the August 16, 2023 Regular Council Meeting.

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Josh Knelsen  
Reeve

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Byron Peters  
Interim Chief Administrative Officer





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>August 16, 2023</b>
<b>Presented By:</b>	<b>Byron Peters, Deputy Chief Administrative Officer</b>
<b>Title:</b>	<b>TENDERS Intersection Improvements Hamlet of La Crete</b>

## **BACKGROUND / PROPOSAL:**

Administration approached Helix Engineering Surveys to create a tender for projects within La Crete; 101 St/109 Ave Intersection Upgrade, 109 Ave Traffic Lights and the crosswalk upgrade at 100 St & 94 Ave. The tender was posted on Alberta Purchasing Connection (APC) and Buildworks on July 14, 2023. Submissions were due at the Fort Vermilion County Office by August 11 by 2:00 p.m.

The Contract includes, but not limited to, the following work:

- *Topsoil Stripping*
- *Grading*
- *Grading and seeding of ditches*
- *Supply & Install 300mm Storm (32.5 l.m.)*
- *Supply & Install Catch Basin and Manhole*
- *Road widening (~190 sq.m of Asphalt)*
- *Path repairs*
- *Traffic Signals*

Administration opened tenders on August 11 after the closing to review the bids thoroughly with the budgets that have been created. The results are to be presented to Council during the Regular Council Meeting.

## **OPTIONS & BENEFITS:**

The crosswalk upgrades at 100 St & 94 Ave were a deletable item. If construction costs for this project are higher than expected, then this project could be planned for another year.

**Author:** S Gibson      **Reviewed by:** B Peters      **CAO:** D. Derksen

**COSTS & SOURCE OF FUNDING:**

Funding for the projects will come out of 2023 Capital Budget, cost sharing with La Crete Co-op and 100A Street land sales.

**COMMUNICATION / PUBLIC PARTICIPATION:**

Successful candidates will be notified.

**POLICY REFERENCES:**

FIN025 Purchasing Authority Directive and Tendering Process

**RECOMMENDED ACTION:**

Motion 1:

Simple Majority       Requires 2/3       Requires Unanimous

That the unqualified Intersection Improvement Hamlet Of La Crete Tenders be returned to the senders without opening Envelope #2.

Motion 2:

Simple Majority       Requires 2/3       Requires Unanimous

That the Intersection Improvement Hamlet Of La Crete contract be awarded to the lowest bidder(s) while staying within budget.

**Author:** S Gibson      **Reviewed by:** B Peters      **CAO:** D. Derksen



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>August 16, 2023</b>
<b>Presented By:</b>	<b>Darrell Derksen, Chief Administrative Officer</b>
<b>Title:</b>	<b>CAO &amp; Director Reports for July, 2023</b>

**BACKGROUND / PROPOSAL:**

The CAO and Director reports for July 2023 are attached for information.

**OPTIONS & BENEFITS:**

N/A

**COSTS & SOURCE OF FUNDING:**

N/A

**SUSTAINABILITY PLAN:**

N/A

**COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

**POLICY REFERENCES:**

N/A

**Author:** L. Flooren      **Reviewed by:** \_\_\_\_\_      **CAO:** D. Derksen

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the CAO & Director reports for MONTH, 2023 be received for information.

**Author:** L. Flooren      **Reviewed by:** \_\_\_\_\_      **CAO:** D. Derksen

## Monthly Report to Council

For the month of July 2023

From: Byron Peters,

~~Interim~~ Deputy CAO & Director of Projects & Infrastructure

### Council Priorities

Program/Activity/Project	Timeline	Comments
Recreation Dispositions	2023	Most survey and applications complete. FNC ongoing for multiple projects. Lots of questions, follow up and coordination. Have received several TCL approvals. See RFD for detailed update. Development of these sites will be another project and needs to be budgeted for in upcoming years.
Offsite Levies/Municipal Infrastructure	2023	Consolidated offsite levy bylaw currently tabled. Ad-hoc committee currently exploring options on how to proceed Will explore options for grant funding for portions of the project.
Reclamation Projects (gravel and other old dispositions)		Advertised an Expression of Interest (EOI) for partnerships/rec opportunities for the Atlas pit. Crews will be starting with some general cleanup on a couple sites, getting them ready for dirtwork reclamation
Asset Management	Ongoing	Continue to slowly add and define assets. Exploring new ways of prioritizing data collection, and exploring opportunities for contractors to assist with data collection. Have collected a large amount of culvert, bridge and utilities data this summer.

### Projects, Programs & Activities

Program/Activity/Project	Timeline	Comments
Economic Development	2023/24	1. Looking at ways in which our processes inhibit business and how to allow business to proceed in a way that benefits both them and the community. Much of this is done by conversations with the business community.

		2. Received NRED grant to develop Outdoor Tourism & Rec Strategy. Ph. 1 of this project is well underway, working on defining scope for phase 2.
La Crete Stormwater Master Plan	Q4 2023 – RFP/awarding	Developing RFP, plan to advertise and award in September. This project is to evaluate the existing storm system and identify the new basins in La Crete and develop a plan for how that stormwater will be managed.
Gravel – Crushing, prospecting, approvals		Gravel is a complex asset to manage. Have previously highlighted some of the challenges. Being presented for a more thorough update on August 15 <sup>th</sup> .
Fort Vermilion (Wop May) Airport Recovery	Complete	Commissioning completed on June 28 <sup>th</sup> . Some minor deficiencies were noted, but project is effectively complete.
Storm Pond A (LC)	Complete	Project complete. Will construct a game fence on the west side of the pond
LC North Sanitary	Engineering Q2 2023	Design effectively complete. Construction postponed to 2024 or later. Looking at AMWWP funding for a portion of the project.

**Personnel Update:**

I am back to a new/old title and job description. I look forward to working with Darrell as the new CAO – I’m optimistic that I will continue to learn and be challenged while also being enabled to take a step back in some ways. I’m excited to be able to focus more time on wrapping up some existing projects, moving others along, and starting on some bigger picture items.

It remains challenging to fill equipment operator roles. Good operators are in high demand and it’s a very competitive hiring/retention landscape.

**Other Comments:**

Had the opportunity to meet with various provincial officials over the last month. I’m confident that many provincial priorities align with our local priorities and that we have an opportunity to really move some projects forward. Proposals that can be used as a template across Alberta are of particular interest – this will take more work up front by us, but also means that we’re likely to see a return on our investment. Many Ministers seem

to be both technically competent and to truly care about good policy and economy and quality of life.

Some projects are wrapping up, some are underway and more need starting. I'm encouraged by the progress we've had on the operations side this year.

Digging into our Development statistics and from conversations around the community, it looks like we're a little ways into a problematic housing shortage. There are virtually no single family homes being built in La Crete this year, nearly all construction is multi-family. The margin isn't there for builders to build 'normal' spec homes anymore, prices haven't risen to compensate, and with increased borrowing costs many people can't afford to push the prices up even if they wanted to. Expect the sale price of new lots to increase by 30% over current prices.

I believe it would be beneficial to update the housing needs assessment that was completed in 2014. This would assist the senior's centers in their push for more support/investment, and should help us with future grant applications (it is becoming a prerequisite document for certain grants). Of interest, the 2014 assessment included a population projection, and we have reached the project 2031 population already.

Wildfires are no longer a significant threat to communities or assets in the region, but there are many that are Being Held (BH) and not yet Under Control (UC). There is much work remaining to bring the fires UC, and has impacts for the forest industry.

Telus is working on the fiber rollout in La Crete and Fort Vermilion. This project has led to a lot of questions, and the Utilities staff have spent a considerable amount of time reviewing drawings and completing locates. The project had growing pains but seems to be moving along fairly well at this time. I have asked Telus to meet with Council and go over more details of the project, opportunities, etc. I encourage Council to extend a formal request to Telus as well to discuss the project, opportunities, concerns, partnerships (they have various programs on internet safety for kids, adults, seniors, etc. that I believe would be valuable).

Went to Zama for a day to complete safety inspections, went to Chateh for a Telus event. Made a point of looking at County infrastructure on each of those trips. Completed a survey and interview regarding airports/Medevac.

## Monthly Report to the CAO

For the month of July, 2023

From: Don Roberts,  
Director of Community Services

Program/Activity /Project	Comments
<b>Facilities</b>	Administration has initiated an annual facility inspection program. The program is designed to provide a condition assessment for each County facility that is operated directly by Mackenzie County. The Condition Assessment would provide Administration with a tool in order to better budget for future Operational and Capital repairs.
<b>Janelle's Park</b>	Summer 2023  The Community Services Committee is requesting public consultation for the establishment of a Steering Committee/Task Force for the development of the park. The committee would focus on the procedure of donation funding, a conceptual plan for the park and final outcomes. This is scheduled for the end of August.
<b>La Crete Airport Shop</b>	Summer 2023  Ground work is completed. All contractors have been engaged. Contractors have informed Administration that completion will not occur until end of September.
<b>AFRRCS</b>	The Fire Department new Radio communication system was expected to be in place by the end of June have now been delayed until end of September. Radios are purchased and awaiting programming.
<b>Fire</b>	The wildfire threat within Mackenzie County is diminished considerably. Wadlin Lake Campground was able to re-open July 28 <sup>th</sup> . .
<b>Jubilee Park Water Line</b>	The waterline is installed. Project will be completed by the end of Fall. Installation of Tapes and water meter is required.
<b>FRIAA</b>	Deadline for grant funding application is September 11, 2023 Administration is working with Forestry to develop a project.



# MONTHLY REPORT TO THE CAO

For the Month Ending July 2023

**From:** Jennifer Batt  
Director of Finance

## Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
2023 Budget	Ongoing	2023 Budget development complete. In the process of completing budget book for presentation to Council & ratepayers  Continue to investigate funding sources, and opportunities for the County
Provincial Grant Reporting CCBF/MSI...	Complete	MSI & CCBF Applications approved. 3 applications required further follow up and clarification. Awaiting updates
Accounts Payable	Ongoing	Electronic Funds Transfer set up for monthly vendors. Ongoing updates, and additions as required. Payments for all authorized invoices received by July 31st completed.
Accounts Receivable	Ongoing	Invoices sent for all services up to and including July. Collection calls for outstanding accounts ongoing. 2024. Non-Profit grant applications advertised for 2024
Taxation	Ongoing	Tax deadline was June 30 <sup>th</sup> . July 5 <sup>th</sup> penalty applied. Pre-authorized payment agreements continue to be advertised and entered into. Title changes, and updates completed Review and additional communication with Tax forfeiture properties for auction
Utilities	Ongoing	Update move in/out Pre-authorized payment agreements Monthly billing and collections Ebiling module update complete Continue Advertising ebiling via social media and website
Mitigation	Ongoing	Meet with multiple residents, admin. re plot plans etc.. Enter into agreements for relocation Communicate with various GOA agencies Review contracts Communicate with legal for resident agreements Enter into multiple contracts for relocation.

		Foundation, electrical, plumbing, relocation
Disaster Recovery Program	Ongoing	
<i>2020 Peace River Ice Jam / Overland Flood</i>		Continue to complete projects, and gather documentation in preparation of submission to DRP once project complete. All projects to be completed by December 18, 2023
2021 Sever Storm Overland Flooding		Awaiting update for Chateh road flooding damages and requirements for repair for submission to DRP for engineering approvals.
2022 Rapid Snowmelt – Overland flooding		Application approved Provide list of effected areas by project Submit locations repaired and complete On going documentation gathering for projects yet to be completed.
<p>Supply staff to High Level Office every Tuesday.          Assist departments with budget reporting, Request for Decisions, and inquiries.          Continue to investigate franchise fee collection, and 2023 grant funding sources and opportunities for the County.</p>		

## Monthly Report to the CAO

For the month of July, 2023

From: Caitlin Smith,  
Director of Planning and Agriculture

### Strategic Priorities for Planning & Development

Program/Activity/Project	Timeline	Comments
Land Use Framework	TBA	Joint project report; see Byron's report for project update
Municipal Development Plan, Land Use Bylaw, and Fort Vermilion Area Redevelopment Plan	Q4 2023	O2 has been given direction to make changes as discussed with Council. Administration is actively working towards a Public Hearing in September. All Council comments have been relayed to the consultant to be incorporated.

### Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
La Crete Area Structure Plan	Q2 2023	Administration is creating a scope of work for the RFP.
100A Street Land Acquirement (Future Main Street Widening in La Crete)	Q2 2023	All adjacent landowners have signed their offers to purchase. Waiting on final down payments.

### Personnel Update:

The Environmental Planner has left for parental leave and this position is advertised. The Temporary Planning Assistant position is vacant and advertised.

With the current vacancies, duties have been split throughout the department and myself while positions are being filled. All staff are cross trained to take on additional tasks. Once filled there will be a training period and I will continue to be the lead for all multi-lot subdivisions this summer.

### Other Comments:

There is no slow-down in sight in terms of development; we have surpassed last year's numbers with 196 development permits and 39 subdivision applications.

We have received the offer to purchase for the South of High Level lands and we are negotiating with AT as directed. At this time, 5 of the 6 TCLs are approved.

All other outstanding disposition requests are waiting for FNC feedback.

The North of Zama lands FNC has received adequacy; we are awaiting next steps to proceed.

Administration has been following up on development concerns such as Subway, signs have been ordered and the developer will be placing parallel parking only once they arrive.

I have had several meetings with developers this past month regarding multi-lot subdivisions. Most developers are interested in doing small phases of work in La Crete to keep costs at a minimum. We conducting inspections the first week of August for CCC/FAC for urban subdivisions.

I spoke with the Chair of the Developer Ad Hoc committee and he feels that the members are too busy with the early spring for a meeting prior to September.

We are supporting a third-party utility provider with their planned infrastructure upgrades.

The Ag department has been dealing with weed inspecting and sending out notification packages. The team started sending out compliance orders in July. We are working towards updating the ASB Business Plan.

## REPORT TO CAO

August 9<sup>th</sup>, 2023

From: Landon Driedger, Agricultural Fieldman

### Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Roadside Spraying	June-July 2023	Roadside Spraying was completed June 22 <sup>nd</sup> . Ditches south of the river to Airport road were sprayed this year. Atlas gravel pit was sprayed on June 5 <sup>th</sup> and August 4 <sup>th</sup> to control the outbreak of scentless chamomile. Hwy 697 was sprayed on July 21 <sup>st</sup> . 12 locations in Mackenzie County jurisdiction (ditches, right-of-ways etc.) were spot sprayed August 4 <sup>th</sup> .
Weed Inspection	2023	Revised Weed Policy approved by Council including new weed inspection matrix chart. 31 Weeds found letters have been mailed and received. Most of the letters have gotten responses and those that have not are subject to a compliance letter or weed notice. Keep in mind that crops are a month ahead in growing season than previous years and most fields will be harvested by the end of August.
Ag Land Development Proposals	2023	Four land parcels were tendered for bid this spring: Fidler pit SW 239 acres awarded to Ernie Driedger. Eek land 22 acres awarded to Cole Smith. La Crete Lagoon 12 acres awarded to Jake Reimer Buffalo Head fill station received no bids and Peace Country Gleaners did not accept offer.
Alberta Irrigation Districts Conference and Mackenzie County Watershed Seminar	February and March, 2023	Myself and ASB members at large attended A.I.D Conference in Calgary on February 8 <sup>th</sup> . The goal was to find information and contacts to enhance the prospect of an irrigation district in Mackenzie County. On March 17 <sup>th</sup> Mackenzie County hosted an Watershed information session. The speakers were Ryleigh-Raye Wolfe and Myself who talked about Mackenzie County's

		role in spring runoff, Adam Norris on riparian zone protection, Mike Head on Dugout irrigation, Matt Casselman introduced the thought of tile drainage, Scott Boorman on the irrigation application process and Peter Fehr did a presentation about setting up Irrigation on their farm. The session was very well received with a lot of great discussion and ideas. The intent with this day was to turn the thoughts away from drainage to water retention for farmers.
Seed Cleaning Plant Inspections	Winter 2022	Frontier Seed Cleaning Plant was inspected on December 6th. Efficiency was 93%. The High Level Plant was inspected on March 16 and got 82%. Sunrise Mobile plant was inspected in December, with an efficiency rating of 93%.
Shelterbelt Program	June, 2023	Shelterbelt seedlings were picked up on June 8 <sup>th</sup> and most of them have been distributed to area ratepayers. About 90% of the seedling order was filled. Supplier was Woodmere Nursery in Fairview.
VSI Program & Veterinary Subsidy	2023	Mackenzie County is still participating in the program. Council agreed to continue at the current 50% rate. Council extended the Vet Subsidy for a period of one year.
Water Pumping Program	June, 2023	The water pumping program commenced on April 1 <sup>st</sup> . Fall is the busy rental season. The program ends on October 31 <sup>st</sup> . The rental rates double on November 1 <sup>st</sup> . So far this year there have been 6 rentals.
Roadside Mowing	2023	Roadside Mowing has started on July 11 <sup>th</sup> , completion is August 30 <sup>th</sup> . All roads south of the Peace River will receive a full width cut, roads north of the Peace River will receive a single pass (15 ft.) cut. Mowers currently are in line to complete on time. New four-year contracts were tendered out this spring. The High Level, Rocky Lane and Buffalo Head/Blue Hills contracts were awarded to Northwest Mowing and the 88 connector/Fort Vermillion contract awarded to Cross Country Mowing.
Spring Flood Control Channel Maintenance	April, 2023	Local contractors were hired to open flood control ditches with excavators to assist with spring runoff in some areas of the County.

Erosion Control/Repair	2023	Andy Banman fixed the 15-5 erosion in house and 200 meters of gabion rock has been placed as erosion prevention. Most new roads and drainage ditches have been seeded. Approximately 250 kg of grass seed.
Lower Peace Contaminate Reduction projects	2023	We received grant money for erosion reduction projects in collaboration with the NPO's Mighty Peace Watershed Alliance, Cows and Fish and Agro-forestry Woodlot Extension Society. Two projects were approved under they're parameters. A creek crossing at John Wall's in west La Crete (completed July 7 <sup>th</sup> ) and Erosion prevention at John Neufeld's field next to Wilson Prairie Church (TBC this fall).

**Capital Projects**

Projects	Timeline	Comments

**Personnel Update:**

The Assistant Agricultural Fieldman position has been abolished.

Clairese Friesen has returned in her role as Seasonal Weed Inspector.

**Other Comments:**

## MONTHLY REPORT TO THE CAO

For the Month of July 2023

**From:** John Zacharias  
Director of Utilities

### Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Water Distribution and Wastewater Collection Maintenance	Oct/23	Maintenance programs have started in Fort Vermilion and La Crete. Sewer Flushing has finished in La Crete. Hydrant flushing to start beginning of August.

### Capital Projects

Projects	Timeline	Comments
FV-Frozen Water Service Repairs	Dec/23	Making arrangements with contractor to get our side of the service line done on location that froze last year.
Potable Water Supply North of the Peace River	Dec/23	With new grant funds available, I will be looking at possibilities of grant applications. Had meeting with AE on this idea.
Waterline Blue Hills	Dec/23	Going to look into getting grant funding options on this project as well. Had initial meeting with AE on this idea.
Diversion License Review	May/24	Have licenses approved for the truckfills and the TDL for Norbord line. Working with AE to get a permanent license on Norbord line. This will be ongoing until next year.
La Crete Future Water Supply Concept	Dec/23	Have started Phase 1 of this project with AE. Supplying them with data to compile a report on future water source for La Crete. Waiting on the follow up meeting once data is analyzed.
LC – Well #4	June/23	Project is very near completion with deficiency list being worked on. Should have water flowing out of it by end of August.
LC – North Sanitary Trunk Sewer	Dec/23	Project on hold as per Council motion. Design complete for now and looking at possible grants for a portion of the project.



ZA- Distribution Pump House Upgrades	Jun/23	Project is in the warranty phase and running smoothly so far.
ZA- Lift Station Upgrades	Dec/23	Will apply for grant funding in a future year as per council motion.

**Personal Update:**

July was a bit slower of a month for me. Had the first week off for a vacation along with a few of the other employees in our department throughout the month. Things are little harder to complete when that happens but I am glad we get to take those days off.

Had a meeting with AE on the future water supply for the LA Crete area to confirm some information they were using and will be getting a report in the next month to see what our options are.

We had some extra usage in Zama due to the firefighters in town. We were sure glad to see the fire never make it close enough to the community that we had to evacuate.

The Telus fiber project in our communities is creating some work for me and my staff. Drawing reviews and locating our infrastructure for drilling companies has created some extra work for us this month. We are using this opportunity to do some asset management for our communities. Getting the infrastructure located and marked on Munisight has been much needed so it will be easier to locate in the future.

**Personnel Update:**

We are glad to have a full crew in the Utilities department. With some new faces there has been some more time taken with training but we are hoping that will be beneficial for the future of our department.

Respectfully submitted,

John Zacharias  
 Director of Utilities  
 Mackenzie County

## **REPORT TO THE CAO**

For July 2023

From: Louise Flooren, Manager of Legislative & Support Services

### **Council**

- Preparing for various meetings of Council, correspondence, conferences, etc.

### **Appeal Boards**

- Received 2 appeals and will be scheduling the Assessment Review Board Hearings.

### **Bylaws/Policies/Reports/Publications:**

- Update of recent Policies, Bylaws as approved by Council.
- Reviewing Bylaws for accuracy and updating DocuShare and internal drives, working with departments to confirm status of Bylaws and policies.
- Reviewing Policies to ensure accuracy, including working documents.

### **Communications:**

- Departments have been creating their own ads and we are still working on few adjustments for the process.
- Wearing apparel program completed and awaiting final backordered items.
- Annual Report final draft will be provided to Council for review.
- Administrative Assistant is working on updating the website to current forms, links and information. She is also working with Canva and the social media posts alongside departments requests, assisting the HR department with safety orientations, training records, orientation preparations etc.

### **Human Resources/Records/IT**

- Human Resources (HR) – Responding to employee inquiries, advertising for various positions, interviews and orientation.
- There were 7 employment advertisements, 1 permanent position and 5 term, seasonal and casual.
- 1 orientation has been completed.
- HR has amended the Workplace Violence and Harassment Policy which is being presented to Council on 2023-08-15.
- 1134 Land Files have been uploaded to DocuShare to date. (We are now at 1Term position being utilized)
- 2 boxes of planning backlog and 6 current boxes have been digitally scanned and filed. 19 boxes from June have been filed excluding Development permits and 2022 Taxation documents. Numerous Project & Land Files were pulled for the Utilities department searching for Asbuilts. Yearly destruction will commence in August.
- IT has been very busy with maintenance and connections. Facilitated the installation, configuration.

- IT assisted with the La Crete wellsite communications and completed troubleshooting and implementing of solutions numerous times. La Crete WTP network wiring in preparation for security implementation.
- IT Long Term Items – Security – Updating our security profiles at all locations, Supernet/Internet/Communications – Investigating other options and in contact with multiple vendors for transition in the future, Servers – End of support services due to end of life and working to bring versions up to a new standard, working on larger files and storage.
- Purchased security cameras for gravel pits and office replacements.

**Other:**

- Training and Assisting the Human Resources Coordinator.
- Working with the Health and Safety Committee in multiple areas for improvement which include incident reporting, form updates, Directives, Job Hazard & Communication, CAO Recommendations and follow-ups.
- Working on training for Tender preparation and receiving for administrative staff, a number of administrative staff members.

## MONTHLY REPORT TO CAO

For the month of July 2023

From: Andy Banman  
 Manager of Operations

### Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Administration	Ongoing	<ul style="list-style-type: none"> <li>- Regravelling Contracts</li> <li>- Monthly Airport Parking Fees</li> <li>- Wrap up for Line Painting &amp; Crack Filling</li> <li>- Wrap up Calcium Season</li> <li>- New Access &amp; Road Applicants</li> <li>- Team Meeting - July 10<sup>th</sup></li> <li>- JHSC</li> </ul>
Airport Maintenance	Ongoing	<ul style="list-style-type: none"> <li>- Large crack fixed in June</li> <li>- Regular maintenance as required</li> </ul>
Crack Filling/Line Painting	Complete	
Regravelling 2023	Complete	<ul style="list-style-type: none"> <li>- Changes will be made in 2024 regarding the "Areas".</li> </ul>
Bridge Approach Repair	Complete	<ul style="list-style-type: none"> <li>- Wilson Prairie</li> </ul>
Road Repair	Complete	<ul style="list-style-type: none"> <li>- Spruce Road</li> </ul>

## Capital Projects

Projects	Timeline	Comments
Endeavor to Assist – New Roads	Ongoing	
30m ROW – Various Locations	Ongoing	<ul style="list-style-type: none"> <li>- Wolfe Lake RD – awaiting land acquisitions</li> <li>- Airport – land acquisition complete</li> </ul>
Rebuild TWP RD 1044 (1 mile) (2021)	Aug 30/2023	<ul style="list-style-type: none"> <li>- 99% Complete</li> </ul>
Washout & Culvert Upgrades (2021)	Ongoing	<ul style="list-style-type: none"> <li>- Foster Road</li> <li>- TWP1054 Rocky Lane</li> <li>- RR143 Buffalo Head</li> <li>- TWP1034 Bluehills</li> </ul>
TWP RD 1050 (27 <sup>TH</sup> Baseline RD) 2 Miles (2022)	Ongoing	<ul style="list-style-type: none"> <li>- Work to commence in August 8, 2023</li> </ul>
Zama Pavement Repair (2022)	Complete	<ul style="list-style-type: none"> <li>- With maintenance to be done in the future.</li> </ul>
RR 154 IN 108-15 (2022)	Complete	
Rebuild Heliport RD – 2 Miles – TWP 1102 (2022)	Complete	
Machesis Lake – Rebuild and Section Repairs (2022)	Ongoing	<ul style="list-style-type: none"> <li>- Work to commence in 2-ish weeks</li> </ul>
Rebuild Fox Lake RD – 2 Miles – spot repair (2022)	Ongoing	<ul style="list-style-type: none"> <li>- Work to commence in the coming weeks</li> </ul>
Rebuild RR 155 (2022)	Aug 30/2023	<ul style="list-style-type: none"> <li>- 95% Complete</li> </ul>
TWP 1092 – Repack, Gravel, Oil (2023)	Ongoing	<ul style="list-style-type: none"> <li>- 50% Complete</li> </ul>
Buffalo Head Prairie/Blue Hills Road Rebuild (2023)	Ongoing	

Angle RD HL South – Rebuild (2023)	November 30/2023	- Brush burning in November - Guard rail installation
Lambert Point Intersection TWP 1085 & RR 122 (2023)	August 15/2023	- Culverts and gravel left
Culvert Erosion Repair TWP 1090 – RR 150 (2023)	Complete	

**Personnel Update:**

Investigation and remediation of the mower incident on the Peace River bank is ongoing
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**Other Comments:**

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**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>August 16, 2023</b>
<b>Presented By:</b>	<b>Don Roberts, Director of Community Services</b>
<b>Title:</b>	<b>Resignation of Councillor and Committee Member Appointments</b>

## **BACKGROUND / PROPOSAL:**

Due to the resignation of Councillor Darrell Derksen, the following Committees require appointment of Council representation.

### **Community Services Committee**

#### **Authority:**

The Committee shall report directly to the County Council on all matters including recommendations with the Committee’s approved minutes being presented to Council on a regular basis

**Membership** – the Board is comprised of the following:

- Reeve (Ex-Officio)
- Four members of Council
  - Fort Vermilion – one member from Ward 6, 7, or 8
  - La Crete – one member from Ward 1, 2, 3, 4 or 5
  - Zama – one member from Ward 9 or 10
  - One Council member at large
- CAO or Designate
- Director of Operations
- Director of Community Services

Other resources as required

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

## **Mackenzie Regional Community Policing Society**

Mackenzie County has not appointed a council member to the Mackenzie Regional Community Policing Society since 2011 but did appoint one in 2022.

Membership – one Council member is appointed

Term – one year appointment.

Meeting Frequency – approximately six times per year.

## **Rural Health Professions Action Plan (RhPAP)**

For three decades, the Rural Health Professions Action Plan (RhPAP) has supported the efforts of rural Albertans to maintain an accessible health workforce close to home. Established in 1991 by the Government of Alberta as the Alberta Rural Physician Action Plan, and originally focused on supporting practising rural physicians, RhPAP has grown to be a broader rural community health workforce attraction and retention resource, an ally with Alberta’s medical schools, as well as a trusted, collaborative partner for rural Alberta communities trying to achieve greater access to health care.

Rural health policies describe a vision of what health care should look like for rural people and communities. Within Pillar II, Rural Health Policy, you can explore the following topics:

A vision for rural health – Policies are important frameworks that establish the priority actions and allocation of resources at different government levels. Decisions established through policies in many different sectors can have a profound influence on the health of communities. This section highlights some policies that influence the health of rural Albertans.

Advocacy – Rural communities have many reasons to advocate for services and infrastructure that support rural health. In this section, explore resources to help you advocate for your community’s needs.

Membership – one Council member can be appointed

Term – one year appointment.

Meeting Frequency – Unknown

## **OPTIONS & BENEFITS:**

N/A

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



**COSTS & SOURCE OF FUNDING:**

2023 Operating Budget

**COMMUNICATION / PUBLIC PARTICIPATION:**

**POLICY REFERENCES:**

Bylaw 1206-20 Election Bylaw

**RECOMMENDED ACTION:**

**Motion #1**

Simple Majority       Requires 2/3       Requires Unanimous

That the following Councillor be appointed to the **Community Services Committee** for a term – August 16th, 2023 to October 2023.

**Motion #2:**

Simple Majority       Requires 2/3       Requires Unanimous

That the following Councillor be appointed to the **Mackenzie Regional Community Policing Society** for a term – August 16th, 2023 to October 2023.

**Motion #3:**

Simple Majority       Requires 2/3       Requires Unanimous

That the following Councillor be appointed to the **Rural Health Professions Action Plan** for a term – August 16th, 2023 to October 2023.

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



Mackenzie County

**Mackenzie County  
Boards, Commissions, Committee List  
2022 – 2023**

<b>Committee Name</b>	<b>Council Members</b>	<b>Members-at-Large</b>	<b>Administration</b>
<b>Agricultural Appeal Board</b> <i>(Bylaw 943-14)</i>	Deputy Reeve Sarapuk Councillor Cardinal Councillor Wardley	None	Louise Flooren (Clerk)*
<b>Agricultural Service Board</b> <i>(Policy ASB005)</i>	Reeve Knelsen (Ex-officio) Councillor Driedger (2023) Councillor Peters (2023)	George Fehr (2023) Anthony Peters (2023) Joseph Peters (2023)	CAO Landon Driedger* Caitlin Smith
<b>Assessment Review Board</b> <i>(Bylaw 1106-18)</i>	Councillor Cardinal (alt) Councillor Wardley	Jerry Chomiak (2025) Joe Froese (2025) Vacant (alternate)	Louise Flooren (Clerk)* Colleen Sarapuk (Alt)**
<b>Committee of the Whole</b> <i>(Procedural Bylaw)</i>	All Council	None	CAO Directors
<b>Community Services Committee</b> <i>(Terms of Reference)</i>	Reeve Knelsen (Ex-officio) Councillor Braun Councillor Cardinal Councillor Derksen Councillor Wardley	None	CAO Don Roberts* Director of Operations
<b>Community Streetscape Implementation Committee – Fort Vermilion</b> <i>(Terms of Reference)</i>	Councillor Cardinal	Carson Flett (2023) Danny Friesen (2023) Ilene Lizotte (2023)	Don Roberts
<b>Community Streetscape Implementation Committee – La Crete</b> <i>(Terms of Reference)</i>	Councillor Braun	Lorna Dyck (2024)	Don Roberts
<b>Emergency Advisory Committee</b> <i>(Regional Emergency Management Bylaw)</i>	All Council	None	CAO (DEM) Byron Peters Don Roberts (DDEM)* Directors
<b>Flood Recovery Steering Committee</b>	Reeve Knelsen (Ex-officio) Councillor Cardinal Councillor Smith	None	Byron Peters Jennifer Batt

<b>Indigenous Liaison Committee</b> <i>(Terms of Reference)</i>	All Council	None	CAO Caitlin Smith*
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<b>Committee Name</b>	<b>Council Members</b>	<b>Members-at-Large</b>	<b>Administration</b>
<b>Inter-Municipal Planning Commission</b> <i>(Bylaw 713-09)</i>	Councillor Bateman Councillor Driedger	Andrew O'Rourke (2023)	CAO Caitlin Smith*
<b>Inter-Municipal Subdivision &amp; Development Appeal Board</b> <i>(Bylaw 714-09)</i>	Councillor Wardley	Jerry Chomiak (2025) John Croken (2023)** Karen Egge (2023)** Joe Froese (2025) Wally Schroeder (2023) Ray Toews (2025) Denise van Rootselaar (2023)	Louise Flooren (Clerk)* Colleen Sarapuk (Alt)
<b>Mackenzie Library Board</b> <i>(Bylaw 150-98)</i>	Councillor Cardinal Councillor Wardley	Tammie Mclean (2023-FV) Sandra Neufeld (2023-LC) Lorraine Peters (2023-Rural) Wally Schroeder (2025-LC) Steven Simpson (2023-FV) Kayla Wardley (2024-ZA) Vacant (2023-HLR)	N/A
<b>Municipal Planning Commission</b> <i>(Bylaw 563-06)</i>	Councillor Bateman Councillor Driedger	Erick Carter (2023-FV) Tim Driedger (2023-LC) Andrew O'Rourke (2023)	CAO Caitlin Smith*
<b>Northwest Alberta Regional Emergency Advisory Committee</b> <i>(Regional Emergency Management Bylaw)</i>	Councillor Bateman Councillor Peters Reeve Knelsen (alt)	None	Byron Peters
<b>Subdivision &amp; Development Appeal Board</b> <i>(Bylaw 1212-21)</i>	Councillor Cardinal Councillor Wardley	Jerry Chomiak (2025) John Croken (2023)** Karen Egge (2023)** Joe Froese (2025) Wally Schroeder (2023) Ray Toews (2025) Denise van Rootselaar (2023)	Louise Flooren (Clerk)* Colleen Sarapuk (Alt)

#### Ad Hoc Committees

<b>Committee Name</b>	<b>Council Members</b>	<b>Members-at-Large</b>	<b>Administration</b>
<b>Development Ad Hoc Committee</b> <i>(Terms of Reference)</i>	Councillor Bateman Councillor Cardinal Councillor Driedger	Darrell Derksen Paul Driedger George Fehr Danny Friesen Chad Wiebe	CAO Caitlin Smith

## External Committees with County Representation

Committee Name	Council Members	Administration
<b>Boreal Housing Foundation</b>	Reeve Knelsen Councillor Cardinal Councillor Derksen	N/A
<b>Community Futures Northwest</b>	Deputy Reeve Sarapuk	N/A
<b>FCSS – Fort Vermilion</b>	Councillor Cardinal	N/A
<b>FCSS – La Crete</b>	Councillor Braun	N/A
<b>FCSS – Zama</b>	Councillor Wardley	N/A
<b>Hay Zama Committee</b>	Councillor Bateman Councillor Wardley	N/A
<b>La Crete Community Adult Learning Council</b>	Councillor Braun	N/A
<b>Mackenzie Applied Research Association (MARA)</b>	Councillor Smith	Landon Driedger
<b>Mackenzie Frontier Tourist Association (MFTA)</b>	Councillor Cardinal Councillor Wardley	N/A
<b>Mackenzie Regional Community Policing Society (Victim Services)</b>	Councillor Derksen	N/A
<b>Mackenzie Regional Waste Management Commission</b>	Reeve Knelsen (2023) Councillor Bateman (2023)	N/A
<b>Mighty Peace Watershed Alliance</b>	Councillor Cardinal	N/A
<b>Northern Lakes College CEC – Fort Vermilion</b>	Councillor Cardinal	N/A
<b>Northern Lakes College CEC – High Level</b>	Deputy Reeve Sarapuk	N/A
<b>Northwest Species at Risk (NWSAR)</b>	Councillor Smith Councillor Wardley Councillor Cardinal (Alternate)	Byron Peters
<b>Recreation Board – Fort Vermilion</b>	Councillor Cardinal	Don Roberts
<b>Recreation Board – La Crete</b>	Councillor Braun	Don Roberts
<b>Recreation Board – Zama</b>	Councillor Wardley	Don Roberts
<b>Regional Economic Development Initiative (REDI)</b>	Reeve Knelsen Councillor Wardley	Byron Peters
<b>Rural Health Professions Action Plan (RhPAP)</b>	Councillor Cardinal Councillor Derksen Councillor Smith	
<b>The Northern Lights Forest Education Society</b>	Deputy Reeve Sarapuk	
<b>Upper Hay Regional Forests Public Advisory Committee (PAC)</b>	Councillor Cardinal Councillor Wardley	
<b>Veterinary Services Incorporated (VSI)</b>	Councillor Smith Deputy Reeve Sarapuk (Alternate)	Landon Driedger
<b>Water North Coalition (WNC)</b>	Reeve Knelsen Councillor Peters	

\*Responsible for preparing committee packages.

\*\*Pending Training Completion



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>August 16, 2023</b>
<b>Presented By:</b>	<b>Jennifer Batt, Director of Finance</b>
<b>Title:</b>	<b>Bylaw 1144-19 Remuneration for Volunteer Fire Fighters</b>

**BACKGROUND / PROPOSAL:**

The County currently has a Mutual Aid Agreement we have with the High Level Forestry Division of Alberta Agriculture and Irrigation where firefighters are charged at a rate of \$50/hour. This rate is paid to the County when Municipal fire fighters work on wildfires in the Forest Protection Area.

As part of the response to the wildfire around the Hamlet of Zama, structural protection was requested, and provided for by Mackenzie County. Mackenzie County fire department was dispatched to place the structural protection within the Hamlet.

During normal operations fire fighters accept the rates and schedules that are assigned under Bylaw 1144-19, however during exceptional times when a State of Local Emergency (SOLE) is in place the Bylaw allows for an increase hourly rate of \$41/hr.

Administration was advised that all fire fighters were to be paid the SOLE rate of \$41/hr to attend this fire, however no SOLE was called.

Administration is requesting a Council motion to pay fire fighters the SOLE rate for fire fighters installing and dismantling structural protection in response to this fire.

**OPTIONS & BENEFITS:**

**Option #1**

As there was no State of Local Emergency called for this fire, fire fighters are to be paid as per Bylaw 1144-19 Remunerating Volunteer Fire Fighters.

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

**Option #2**

That fire fighters be paid the State of Local Emergency rate for attending the Zama wildfire and installing and dismantling structural protection in response to this fire.

**COSTS & SOURCE OF FUNDING:**

Currently only the Fort Vermilion and Zama fire fighters have submitted hours for this event, with a total of \$44,977 to be paid at the SOLE rate. La Crete fire department had members in attendance, however at the writing of this report, no time has been received.

**COMMUNICATION / PUBLIC PARTICIPATION:**

Fire fighters to be communicated Councils decision.

**POLICY REFERENCES:**

Bylaw 1144-19 Remunerating Volunteer Fire Fighters

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That fire fighters be paid the State of Local Emergency rate for attending the Zama wildfire and installing and dismantling structural protection in response to this fire.

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

**BYLAW 1144-19**

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

**FOR THE PURPOSE OF  
REMUNERATING VOLUNTEER FIRE FIGHTERS  
WITHIN MACKENZIE COUNTY**

**WHEREAS** pursuant to the provisions of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, Section 7, and amendments thereto, the municipality may pass bylaws respecting the safety, health and welfare of people and the protection of people and property; and

**WHEREAS**, the Council of Mackenzie County is committed to supporting volunteer efforts to protect life and property of its residents; and

**WHEREAS**, the Council of Mackenzie County, wishes to establish remuneration for volunteer firefighters within the Municipality;

**NOW THEREFORE**, the Council of Mackenzie County, in the province of Alberta, duly assembled, enacts as follows:

1. To establish remuneration for volunteers of fire departments for attending fires, fire practices (includes meetings) and training.
2. To establish remuneration rates for volunteers of fire departments when deployed outside the municipality for extended duration responses, and within the municipality when completing work under a State of Local Emergency.
3. Remuneration rates in accordance with Schedule 'A'.
4. A vehicle or vehicle allowance will be provided to the Fire Chiefs. If the Hamlet/Rural Fire hall does not have a Fire Chief then the Deputy Fire Chief will receive a vehicle or vehicle allowance.
5. Volunteer fire fighters are allowed to participate in the County monthly cell phone program; however, they must adhere to the County's Electronic Access and Acceptable Use Policy.
6. Each year Mackenzie County will authorize volunteer fire fighters \$50 toward the purchase of wearing apparel that promotes the fire department. The volunteer must attend a minimum of 6 training events in the last 6 months to be eligible.
7. Volunteer members are responsible to supply their hourly information to their Fire Chief or designate as soon as practical after the attendance.

8. Upon receipt of documentation, Honorariums will be paid every 3 months to the Fire Chiefs and fire fighters unless otherwise specified in this Bylaw. Fire fighter attendance records must be received by Mackenzie County administration quarterly (Jan-Mar, Apr-June, July-Sept, Oct-Dec).
9. In the case of an emergency event, including a State of Local Emergency, payments shall be made on a monthly basis.
10. No payment will be provided to any volunteer if they fail to provide the current year information after January 31<sup>st</sup> of the following year unless a Council resolution authorizes such payment.
11. Municipal employees shall not be paid remuneration when responding to a call during regular scheduled work hours.
12. If the Fire Chief is a municipal employee and engaging in normal Fire Chief duties during regularly scheduled municipal work hours the monthly flat-rate shall be reduced by 50%.
13. The remuneration rates shall be reviewed by Mackenzie County annually or by request. Such a review may result in an amendment to Schedule 'A'.
14. Bylaw 1053-16 is hereby repealed.
15. This Bylaw shall come into effect upon receiving third and final reading.

READ a first time this 24<sup>th</sup> day of July, 2019.

READ a second time this 13<sup>th</sup> day of August, 2019.

READ a third time and finally passed this 13<sup>th</sup> day of August, 2019.

(original signed)

\_\_\_\_\_  
Joshua Knelsen  
Reeve

(original signed)

\_\_\_\_\_  
Lenard Racher  
Chief Administrative Officer



Schedule 'A'

**Volunteer Fire Fighter Remuneration Rates**

Fire Chief	Monthly flat-rate	\$250.00
	Practice	\$ 8.50/hr
	Training	\$ 10.00/hr
	Fire call-out / Investigation / Inspection	\$ 25.00/hr
	Instructor	\$ 23.00/hr
Deputy Chief	Practice	\$ 8.50/hr
	Training	\$ 10.00/hr
	Fire call-out / Investigation / Inspection	\$ 18.00/hr
	Instructor	\$ 23.00/hr
Captains and Lieutenants	Practice	\$ 8.50/hr
	Training	\$ 10.00/hr
	Fire call-out	\$ 16.00/hr
	Instructor	\$ 23.00/hr
Fire Fighters	Practice	\$ 7.50/hr
	Training	\$ 10.00/hr
	Fire call-out	\$ 10.00/hr with increases of \$1 per course to a maximum of \$14.00/hr
	Instructor	\$ 23.00/hr
State of Local Emergency (SOLE) Rate	Fire call-out	\$41.00/hr
Deployment Outside of the Municipality	Fire call-out	\$41.00/hr





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>August 16, 2023</b>
<b>Presented By:</b>	<b>Jennifer Batt, Director of Finance</b>
<b>Title:</b>	<b>Bylaw 1295-23-Local Improvement Tax- 105 Ave Asphalt</b>

## **BACKGROUND / PROPOSAL:**

At the May 31, 2023 Regular Council Meeting the following motion was made:

**MOTION 23-05-479**      **MOVED** by Councillor Driedger  
Requires 2/3

*That the 2023 Capital Project Budget be amended to include the Asphalt Paving 105 Avenue Project in the amount of \$52,944, with \$9,763 coming from Local Improvement Tax, and \$43,181 from Road Reserve.*

**CARRIED**

As per Section 393(1) of the Municipal Government Act (MGA), Notice of Intent letters were sent to all benefiting landowners notifying them of the Local Improvement. As of today, no petitions have been received.

The Local Improvement was advertised with actual costs on the County’ website, Social Media, and newspaper as required under the MGA.

Administration is presenting the bylaw for second and third reading (attached).

## **OPTIONS & BENEFITS:**

This area of the hamlet has been without pavement. As this is an upgrade, a local improvement tax is proposed.

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

**COSTS & SOURCE OF FUNDING:**

As the County has a property that is a benefiting owner, the County is responsible for it's portion of the Local Improvement, as well as 50% of a property that abuts the improvement as per Policy FIN018, along with 70% of the actual costs

Road Reserve \$30,145  
Local Improvement Tax \$12,919.24

**SUSTAINABILITY PLAN:**

**Goal S4** - The capacity of infrastructure in County hamlets and rural communities keeps pace with their growth and is planned in a way that ensures their sustainability.

**COMMUNICATION / PUBLIC PARTICIPATION:**

Advertised bylaw in local newspaper and on County Facebook page, and website. Appropriate documentation was sent to all benefiting owners.

**POLICY REFERENCES:**

Policy FIN018- Local improvement Tax Application

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the second reading be given to Bylaw 1295-23, being a bylaw authorizing imposition of a local improvement to the benefiting properties for construction of an Asphalt Overlay on 105 Ave from 99 Street east for 95 metres for: Plan 0524622, Block 21, Lot 2, Plan 0524622, Block 23, Lot 1, Plan 0124347, Block 21, Lot 1, in the Hamlet of La Crete.

**Motion #2**

Simple Majority       Requires 2/3       Requires Unanimous

That the third reading be given to Bylaw 1295-23, being a bylaw authorizing imposition of a local improvement to the benefiting properties for construction of an Asphalt Overlay on 105 Ave from 99 Street east for 95 metres for: Plan 0524622, Block 21, Lot 2, Plan 0524622, Block 23, Lot 1, Plan 0124347, Block 21, Lot 1, in the Hamlet of La Crete.

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

**BYLAW NO. 1295-23**

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

**TO IMPOSE A LOCAL IMPROVEMENT TAX  
FOR THE CONSTRUCTION OF ASPHALT OVERLAY ON  
105<sup>th</sup> AVENUE FROM 99<sup>TH</sup> Street East  
IN THE HAMLET OF LA CRETE**

This bylaw authorizes the Council of MACKENZIE COUNTY to impose a local improvement tax in respect of all the lands that directly benefit from the construction of Asphalt Overlay on 105<sup>th</sup> Avenue from 99<sup>th</sup> Street east for 95 metres. The benefiting properties are being described as Plan 0524622, Block 21, Lot 2, Plan 0524622, Block 23, Lot 1, Plan 0124347, Block 21, Lot 1 in the Hamlet of La Crete.

**WHEREAS**, the Council of Mackenzie County in the Province of Alberta has deemed it advisable to charge a local improvement charge for construction of Asphalt Overlay on 105<sup>th</sup> Avenue from 99<sup>th</sup> Street East for 95 metres for Plan 0524622, Block 21, Lot 2, Plan 0524622, Block 23, Lot 1, Plan 0124347, Block 21, Lot 1 in the Hamlet of La Crete; and

**WHEREAS**, the Council of Mackenzie County in the Province of Alberta, duly assembled, has decided to issue a Bylaw pursuant to Section 397 of the Municipal Government Act to authorize a local improvement tax levy to pay for the Asphalt Overlay on 105<sup>th</sup> Avenue from 99<sup>th</sup> Street east for 95 metres for Plan 0524622, Block 21, Lot 2, Plan 0524622, Block 23, Lot 1, Plan 0124347, Block 21, Lot 1 in the Hamlet of La Crete; and

**WHEREAS**, the Local Improvement Plan has been prepared and the required notice of the project given to benefiting owners in accordance with the attached Schedule "A", and no sufficient objection to the construction of Asphalt Overlay on 105<sup>th</sup> Avenue from 99<sup>th</sup> Street east for 95 metres for; Plan 0524622, Block 21, Lot 2, Plan 0524622, Block 23, Lot 1, Plan 0124347, Block 21, Lot 1 in the Hamlet of La Crete has been filed with the Chief Administrative Officer of Mackenzie County; and

**WHEREAS**, plans and specifications have been prepared and the sum of Forty Three Thousand Sixty Four Dollars and Ten Cents is required to construct an Asphalt Overlay on 105<sup>th</sup> Avenue from 99<sup>th</sup> Street east for 95 metres for; Plan 0524622, Block 21, Lot 2, Plan 0524622, Block 23, Lot 1, Plan 0124347, Block 21, Lot 1 in the Hamlet of La Crete. The said project is subject to the local improvement charge of which 70% will be paid by Mackenzie County and 30% will be collected by way of local improvement assessment as follows:

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Mackenzie County	\$30,144.87	70%
Benefiting Owners	\$12,919.23	30%
Total Cost	\$43,064.10	100%

---

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

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

1. That for the purpose of completing Asphalt Overlay on 105<sup>th</sup> Avenue from 99<sup>th</sup> Street east for 95 metres for; Plan 0524622, Block 21, Lot 2, Plan 0524622, Block 23, Lot 1, Plan 0124347, Block 21, Lot 1 in the Hamlet of La Crete, the sum of Twelve Thousand Nine Hundred Nineteen Dollars and Twenty Three Cents (\$12,919.23); be collected by way of a single payment, uniform local improvement tax rate assessed against the benefiting owners as provided in **Schedule A** attached.
2. The local improvement tax will be collected as a single payment against the benefiting owners in the amount of Twelve Thousand Nine Hundred Nineteen Dollars and Twenty Three Cents (12,919.23).
3. The net amount levied under the bylaw shall be applied only to the local improvement project specified by this bylaw.
4. This bylaw shall come into force and take effect upon receiving third and final reading thereof.

READ a first time this 12 day of July, 2023.

READ a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

READ a third time and finally passed this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

---

Josh Knelsen  
Reeve

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Darrell Derksen  
Chief Administrative Officer

**Schedule A**  
**Bylaw No. 1261-22**

Asphalt Overlay on 105<sup>th</sup> Avenue from 99<sup>th</sup> Street east for 95 metres, Hamlet of La Crete at 100% of the 30% imposed on benefiting owners.

Lot	Block	Plan	Front	Rear	Average
2	21	0524622	63.14	91.14	77.14
1	21	0124347	31.88	29.96	30.92*
					<u>108.06</u>

Lot	Block	Plan	Front	Rear	Average
1	23	0524622	95.01	91.85	93.43
					<u>201.49</u>

\*Owned by Mackenzie County

Total Assessable Frontage (meters)	201.49m
Total Assessment per Front Meter of Frontage	\$64.12
Annual Unit Rate Per Front Meter of Frontage to be payable for a period of 1 year payment	\$19.54
Total Yearly Assessment Against All Above Properties	\$12,919.23

1 meter = 3.28083 feet

**Mackenzie County**

Local Improvement for 105 Ave Asphalt  
**BYLAW No. 1295-23**

From 99th Street east on 105 Ave (95m) - Hamlet of La Crete

input data into highlighted fields

Interest Rate	0.000%	
Number of periods	1	
Cost recoverable	12,919.23	
Total assessment per front foot	-	
Annual installment amount		12,919.24
Capital recovery multiplying factor		1.00000100
Number of assessable properties (when applicable - to be used with per parcel calculation)		
Per parcel annual charge (when applicable)		
Total assessment per front foot		19.54
Total assessment per front meter		64.12
Sum of instalments required to extinguish debt plus interest over total number of periods		12,919.24

Total assessable frontage		Frontage rate	
feet	661.05	\$ per foot	19.54
meters	201.49	\$ per meter	64.12
meters to feet conversion	3.2808		

Legal:	Tax roll #	Name of Property Owner	Mailing Address	Assessable area			Annual Charge
				front	rear	average	
Input this information from the addressing map	see "legals from Diamond" sheet	input this information from the land titles certificates		input this info from a map			
P 0524622, B 21, L 02	082255	Suncor Energy Inc	150-6th Avenue SW Calgary T2P 3Y7	63.14	91.14	77.14	\$4,946.10
P 0524622, B 23, L 01	082264	Sunrise Transport (LaCrete) Ltd.	Box 2339 La Crete	95.01	91.85	93.43	\$5,990.59
P 0124347, B 21, L 01	076013	Mackenzie County	Box 640 La Crete	31.88	29.96	30.92	\$1,982.54
						<b>201.49</b>	<b>\$12,919.24</b>



100th Avenue, Curb, Gutter, Sidewalk

Tax Roll	Owner	Pre- LImp	Box #	City/Town	Postal Code	LOT	BLOCK	PLAN	Front	Rear	Average
082255	Suncor Energy Inc.		150-6th Ave SW	Calgary AB	T2P3Y7	2	21	0524622	63.14	91.14	77.14
082264	Sunrise Transport (LaCrete) Ltd.		Box 2339	La Crete AB	T0H2H0	1	23	0524622	95.01	91.84	93.43
076013	Mackenzie County		Box 640	Fort Vermilion AB	T0H1N0	1	21	0124347	31.88	29.96	30.92

201.49

Total project cost 52,944.00  
 30% of project cost 15,883.20  
 Cost per metre 64.12  
 Annual per metre 64.12

**MACKENZIE COUNTY**  
**Frontage Rate Calculations**

PROJECT: Local Improvement for 105 Ave Asphalt  
From 99th Street east on 105 Ave (95m)

AMOUNT OF FINANCE: \$12,919.23 FOR 1 YEARS  
INTEREST RATE: 0.000% INTEREST FACTOR: 1.00000100  
ASSESSABLE FRONTAGE: 201.49 meters

1] YEARLY PAYMENT  
Interest Factor x Amount of Finance = Yearly Payment  
1.0000010001 x \$12,919.23 = \$12,919.24

2] FRONTAGE RATE  
Yearly payment \$12,919.24 = \$64.12  
Assessable Frontage 201.49

3] TOTAL ASSESSMENT PER FRONT METRE  
Frontage Rate \$64.12 = \$64.12  
Interest Factor 1.00000100006

4] ANNUAL UNIT RATE PER LOT OF FRONTAGE PAYABLE OVER 10 YEARS  
Yearly payment \$12,919.24 = \$64.12  
Assessable Lots 201.49

5] TOTAL YEARLY ASSESSMENT AGAINST ALL PROPERTIES  
Assessable Frontage x Frontage Rate = Total Yearly Assessment  
201.49 x \$64.12 = \$12,919.24

6] TOTAL ASSESSMENT AGAINST ALL PROPERTIES  
Total Yearly Assessment Against all Properties  
Interest Factor  
\$12,919.24 = \$12,919.23  
1.0000010001

7] BALANCE TO BE PICKED UP BY MACKENZIE COUNTY  
Amount to Finance (-) Total Assessment Against all Properties  
\$12,919.23 - \$12,919.23 = \$0.00

Note: The County cannot show a profit on Item 7



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>August 16, 2023</b>
<b>Presented By:</b>	<b>Jennifer Batt, Director of Finance</b>
<b>Title:</b>	<b>Request to Write-off Taxes &amp; Penalties Tax Roll 084425 – Non Profit Organization</b>

**BACKGROUND / PROPOSAL:**

On August 2<sup>nd</sup>, 2023 administration received a request for Council to waive (write off) tax arrears for Tax Roll 084425 as stated below:

<b>Year</b>	<b>Tax</b>	<b>Penalties</b>	<b>Total</b>
2023	\$305.50	\$18.33	\$323.83
		<b>Total</b>	<b>\$323.83</b>

As stated in the letter, administration has confirmed that the application required was recently completed by the organization, and has been approved for exemption for the 2024 year.

Letter attached.

**OPTIONS & BENEFITS:**

N/A

**COSTS & SOURCE OF FUNDING:**

2023 Operating Budget

**COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

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

**POLICY REFERENCES:**

FIN009 Payment, Refund, and Cancellation of Taxes

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That taxes and penalties for the Rainbow Lake Campground Association, Tax Roll 084425, be written off in the amount of \$323.83.

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

Aug 01, 2023

Dear Mackenzie County,

I am writing to you on behalf of the Rainbow Lake Campground Association.


President – Kayla Langdon  
Vice President – Jaime Fedoruk  
Treasurer – Melissa Stevens  
Secretary – Maureen Leptich  
Director - Liaison to Alberta Parks – Ron Stevens  
Director – Maintenance – Trevor Leptich  
Director – Fundraising / Event planning - Julia Howatt  
Member at large – Riley Fedoruk  
Member at large – Peter Baker

Melissa Stevens received notification that we are in arrears for our 2023 taxes. I contacted Andrew Neigel to see what we missed, it was the Tax Exemption Form that was due last October. We have proper paper work from Aaron Stebylk to correct this error for 2024 and will send the completed application with this letter.

I appeal to The Mackenzie County today, to grant a motion to waive the taxes in arrears for the Rainbow Lake Campground Association for tax year 2023. The association members are very regretful for the error and eager to rectify this situation and establish a great working relationship with Mackenzie County going forward.

I look forward to your response.

Sincerely



Maureen Leptich  
Secretary – Rainbow Lake Campground Association  
780-956-0335  
[ma.leptich@gmail.com](mailto:ma.leptich@gmail.com)



Province of Alberta

## MUNICIPAL GOVERNMENT ACT

# **COMMUNITY ORGANIZATION PROPERTY TAX EXEMPTION REGULATION**

### **Alberta Regulation 281/1998**

With amendments up to and including Alberta Regulation 295/2020

Current as of December 18, 2020

Office Consolidation

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\*The year of first publication of the legal materials is to be completed.

### **Note**

All persons making use of this consolidation are reminded that it has no legislative sanction, that amendments have been embodied for convenience of reference only. The official Statutes and Regulations should be consulted for all purposes of interpreting and applying the law.

(Consolidated up to 295/2020)

**ALBERTA REGULATION 281/98**

**Municipal Government Act**

**COMMUNITY ORGANIZATION PROPERTY  
TAX EXEMPTION REGULATION**

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### Interpretation

**1(1)** In this Regulation,

- (a) “Act” means the *Municipal Government Act*;
- (b) “charitable or benevolent purpose” means the relief of poverty, the advancement of education, the advancement of religion or any other purpose beneficial to the community;
- (c) “general public” means pertaining to the general community, rather than a group with limited membership or a group of business associates;
- (d) “professional sports franchise” means a professional sports franchise operating in the National Hockey League, the Canadian Football League, the National Professional Soccer League or the Pacific Coast League;
- (d.1) “subsidized accommodation” means
  - (i) rental accommodation where the Government of Alberta sets the rent at a maximum amount, sets the rent at a percentage of household income or provides the facility with ongoing operating funds,
  - (ii) rent to own units where the Government of Alberta sets the rent at a percentage of income or sets the rent at a maximum amount, and
  - (iii) accommodation where the Government of Alberta sets the mortgage payments as a percentage of income;
- (e) “taxation” means taxation under Division 2 of Part 10 of the Act.

**(2)** For the purposes of the Act and this Regulation, “community association” means an organization where membership is voluntary, but restricted to residents of a specific area, and that is formed for the purpose of

- (a) enhancing the quality of life for residents of the area or enhancing the programs, public facilities or services provided to the residents of the area, or
  - (b) providing non-profit sporting, educational, social, recreational or other activities to the residents of the area.
- (3) The definitions in sections 1 and 284 of the Act apply to this Regulation.

AR 281/98 s1;182/2008

## **Part 1 General Rules**

### **Application**

- 2 This Regulation applies to taxation in 1999 and later years.

### **Part of a property**

- 3 An exemption under section 362(1)(n)(i) to (v) of the Act or Part 3 of this Regulation applies only to the part of a property that qualifies for the exemption.

### **Primary use of property**

- 4(1) Property is not exempt from taxation under section 362(1)(n)(iii), (iv) or (v) of the Act or Part 3 of this Regulation unless the property is primarily used for the purpose or use described in those provisions.
- (2) For the purposes of this Regulation, a property is primarily used for a purpose or use if the property is used for the specified purpose or use at least 60% of the time that the property is in use.

### **Holding property**

- 5 When section 362(1)(n)(i) to (v) of the Act or Part 3 of this Regulation requires property to be held by a non-profit organization, a society as defined in the *Agricultural Societies Act* or a community association for the property to be exempt from taxation, the property is not exempt unless
- (a) the organization, society or association is the owner of the property and the property is not subject to a lease, licence or permit, or
  - (b) the organization, society or association holds the property under a lease, licence or permit.

**Non-profit organization**

**6** When section 362(1)(n)(i) to (v) of the Act or Part 3 of this Regulation requires property to be held by a non-profit organization, community association or residents association as defined in section 13 for the property to be exempt from taxation, the property is not exempt unless

- (a) the organization or association is a society incorporated under the *Societies Act*, or
- (b) the organization or association is
  - (i) a corporation incorporated in any jurisdiction, or
  - (ii) any other entity established under a federal law or law of Alberta

that is prohibited, by the laws of the jurisdiction governing its formation or establishment, from distributing income or property to its shareholders or members during its existence.

AR 281/98 s6;204/2011

**Meaning of restricted**

**7(1)** In this Regulation, a reference to the use of property being restricted means, subject to subsections (2) and (3), that individuals are restricted from using the property on any basis, including a restriction based on

- (a) race, culture, ethnic origin or religious belief,
- (b) the ownership of property,
- (c) the requirement to pay fees of any kind, other than minor entrance or service fees, or
- (d) the requirement to become a member of an organization.

**(2)** The requirement to become a member of an organization does not make the use of the property restricted so long as

- (a) membership in the organization is not restricted on any basis, other than the requirement to fill out an application and pay a minor membership fee, and
- (b) membership occurs within a short period of time after any application or minor fee requirement is satisfied.

**(3)** Not permitting an individual to use a property for safety or liability reasons or because the individual's use of the property

would contravene a law does not make the use of the property restricted.

#### **Gaming and liquor licences**

**8(1)** For the purposes of section 365(2) of the Act, property described in section 362(1)(n) of the Act and Part 3 of this Regulation in respect of which a bingo licence, casino licence, pull ticket licence, Class C liquor licence or a special event licence is issued under the *Gaming, Liquor and Cannabis Regulation* (AR 143/96) is exempt from taxation if the requirements of section 362(1)(n) and this Regulation in respect of the property are met.

**(2)** Despite subsection (1), property in respect of which a casino facility licence is issued is not exempt from taxation.

AR 281/1998 s8;56/2019;295/2020

## **Part 2**

### **Qualifications for Exemptions Under Section 362(1)(n)(ii) to (v)**

#### **Exemption under section 362(1)(n)(ii) of the Act**

**9(1)** The following property is not exempt from taxation under section 362(1)(n)(ii) of the Act:

- (a) property to the extent that it is used in the operation of a professional sports franchise;
- (b) property that is used solely for community games, sports, athletics or recreation if, for more than 40% of the time that the property is in use, the majority of those participating in the activities held on the property are 18 years of age or older.

**(2)** Property is not exempt from taxation under section 362(1)(n)(ii) of the Act if, for more than 30% of the time that the property is in use, the use of the property is restricted within the meaning of section 7 as modified by subsection (3).

**(3)** For the purposes of subsection (2), limiting the participation in activities held on a property to persons of a certain age does not make the use of the property restricted.

#### **Exemption under section 362(1)(n)(iii) of the Act**

**10(1)** Property referred to in section 362(1)(n)(iii) of the Act is not exempt from taxation unless

- (a) the charitable or benevolent purpose for which the property is primarily used is a purpose that benefits the

general public in the municipality in which the property is located, and

- (b) the resources of the non-profit organization that holds the property are devoted chiefly to the charitable or benevolent purpose for which the property is used.

**(2)** Property is not exempt from taxation under section 362(1)(n)(iii) of the Act if, for more than 30% of the time that the property is in use, the use of the property is restricted within the meaning of section 7.

AR 281/98 s10;182/2008

#### **Exemption under section 362(1)(n)(iv) of the Act**

**11** Property referred to in section 362(1)(n)(iv) of the Act is not exempt from taxation unless the accommodation provided to senior citizens is subsidized accommodation.

AR 281/98 s11;182/2008

#### **Exemption under section 362(1)(n)(v) of the Act**

**12(1)** The following property is not exempt from taxation under section 362(1)(n)(v) of the Act:

- (a) property to the extent that it is used in the operation of a professional sports franchise;
- (b) property if, for more than 40% of the time that the property is in use, the majority of those participating in the activities held on the property are 18 years of age or older;
- (c) property in Calgary or Edmonton that is held by and used in connection with a community association if the association is not a member of the Federation of Calgary Communities or the Edmonton Federation of Community Leagues.

**(1.1)** Notwithstanding subsection (1)(c), property held by a community association referred to in that provision is exempt from taxation under section 362(1)(n)(v) of the Act where that community association was a member of the Federation of Calgary Communities or the Edmonton Federation of Community Leagues on January 1, 1999 but cancelled its membership after that date.

**(1.2)** Subsection (1.1) applies with respect to 2004 and subsequent years.

**(2)** Property is not exempt from taxation under section 362(1)(n)(v) of the Act if, for more than 30% of the time that the

property is in use, the use of the property is restricted within the meaning of section 7 as modified by subsection (3).

(3) For the purposes of subsection (2), limiting the participation in activities held on a property to persons of a certain age does not make the use of the property restricted.

AR 281/98 s12;283/2003

### **Part 3**

## **Other Property Exempt Under Section 362(1)(n)**

#### **Definitions**

**13** In this Part,

- (a) “arts” means theatre, literature, music, painting, sculpture or graphic arts and includes any other similar creative or interpretive activity;
- (b) “chamber of commerce” means a chamber of commerce that is a non-profit organization and is a member of the Alberta Chamber of Commerce;
- (c) “ethno-cultural association” means an organization formed for the purpose of serving the interests of a community defined in terms of the racial, cultural, ethnic, national or linguistic origins or interests of its members;
- (d) “linguistic organization” means an organization formed for the purpose of promoting the use of English or French in Alberta;
- (e) “museum” means a facility that is established for the purpose of conserving, studying, interpreting, assembling and exhibiting, for the instruction and enjoyment of the general public, art, objects or specimens of educational and cultural value or historical, technological, anthropological, scientific or philosophical inventions, instruments, models or designs;
- (e.1) “residents association” means a non-profit organization that requires membership for residential property owners in a specific development area, that secures its membership fees by a caveat or encumbrance on each residential property title and that is established for the purpose of
  - (i) managing and maintaining the common property, facilities and amenities of the development area for the benefit of the residents of the development area,

- (ii) enhancing the quality of life for residents of the development area or enhancing the programs, public facilities or services provided to the residents of the development area, or
- (iii) providing non-profit sporting, educational, social, recreational or other activities to the residents of the development area;
- (f) “retail commercial area” means property used to sell food, beverages, merchandise or services;
- (g) “sheltered workshop” means a facility designed to provide an occupation for and to promote the adjustment and rehabilitation of persons who would otherwise have difficulty obtaining employment because of physical, mental or developmental disabilities;
- (h) “thrift shop” means a retail outlet operated for a charitable or benevolent purpose that sells donated clothing, appliances, furniture, household items and other items of value at a nominal cost to people in need.

AR 281/98 s13;283/2003;204/2011

#### **Exemption for other property**

**14** This Part describes property that is exempt from taxation under section 362(1)(n) of the Act that is not exempt under section 362(1)(n)(i) to (v) of the Act.

#### **Property of residents association**

**14.1(1)** Property that is owned and held by and used in connection with a residents association is exempt from taxation.

**(2)** Despite subsection (1), the following property owned and held by and used in connection with a residents association is not exempt from taxation under section 362(1)(n) of the Act:

- (a) property to the extent that it is used in the operation of a professional sports franchise;
- (b) property if, for more than 40% of the time that the property is in use, the majority of those participating in the activities held on the property are 18 years of age or older;
- (c) property if, for more than 30% of the time that the property is in use, the use of the property is restricted within the meaning of section 7 as modified by subsection (3).

(3) For the purposes of subsection (2)(c), limiting the participation in activities held on a property to persons of a certain age does not make the use of the property restricted.

AR 204/2011 s4

#### **Day cares, museums and other facilities**

**15** A non-profit organization that holds property on which any of the following facilities are operated may apply to the municipality within whose area the property is located for an exemption from taxation:

- (a) a facility used for sports or recreation to the extent that the facility is not used in the operation of a professional sports franchise;
- (b) a facility used for fairs or exhibitions, including agricultural exhibitions;
- (c) a facility used for the arts or a museum;
- (d) a program premises as defined in the *Child Care Licensing Regulation* (AR 143/2008);
- (e) a facility used by a linguistic organization if
  - (i) the use of the property by the general public is actively encouraged, and
  - (ii) a sign is prominently posted in the facility indicating the hours that the whole or part of the facility is accessible to the public;
- (f) a facility used by an ethno-cultural association for sports, recreation or education or for charitable or other benevolent purposes if
  - (i) the use of the property by the general public is actively encouraged, and
  - (ii) a sign is prominently posted in the facility indicating the hours that the whole or part of the facility is accessible to the public;
- (g) a facility in a municipality operated and used by an organization for a charitable or benevolent purpose where the majority of the organization's beneficiaries do not reside in the municipality;
- (h) a facility used as a thrift shop;
- (i) a facility used as a sheltered workshop;



- (j) a facility operated and used by a chamber of commerce;
- (k) a facility used for a charitable or benevolent purpose that is for the benefit of the general public if
  - (i) the charitable or benevolent purpose for which the facility is primarily used is a purpose that benefits the general public in the municipality in which the facility is located, and
  - (ii) the resources of the non-profit organization that holds the facility are devoted chiefly to the charitable or benevolent purpose for which the facility is used.

AR 281/98 s15;283/2003;182/2008;77/2010

#### Conditions for exemption

**16(1)** A municipality must grant a non-profit organization an exemption from taxation in a taxation year in respect of property referred to in section 15 that is held by the organization if

- (a) the non-profit organization makes an application for an exemption to the municipality by September 30 of the year preceding the taxation year and supplies the municipality with the following by November 30 of the year preceding the taxation year:
  - (i) any information the municipality requires to determine if the organization meets the conditions for the exemption, and
  - (ii) a description of any retail commercial areas in the facility,
- (b) the facility on the property is one of the facilities described in section 15 and the non-profit organization operates the facility on a non-profit basis,
- (c) the funds of the non-profit organization are chiefly used for the purposes of the organization and not for the benefit of the organization's directors and employees,
- (d) the property is not disqualified by virtue of subsection (2) or (3), and
- (e) the requirements of subsections (4) and (5), if applicable, are met.

**(2)** Property referred to in section 15(a), (b), (c), (e), (f), (j) or (k) is not exempt from taxation if, for more than 30% of the time that the property is in use, the use of the property is restricted within the meaning of section 7.

(3) Property referred to in section 15(d) or (g) to (i) is not exempt from taxation if an individual is not permitted to use the property because of the individual's race, culture, ethnic origin or religious belief.

(4) Before granting an exemption under this section in respect of a property that is held by a non-profit organization, the municipality may require that an agreement between the organization and the municipality be in force that sets out that

- (a) the organization will provide the municipality with a report by a time and in a manner specified in the agreement that sets out the information the municipality requires to determine if the organization met the conditions for the exemption during the taxation year, and
- (b) if the organization does not comply with the provisions referred to in clause (a), the organization will pay the municipality an amount equivalent to the property taxes that would be payable in respect of the property for the taxation year if the property was not exempt.

(5) Before granting an exemption under this section in respect of a property that is owned by a non-profit organization, the municipality may require that an agreement between the organization and the municipality be in force that sets out that

- (a) no disposition of the property may be made without the approval of the municipality, and
- (b) if the organization is being wound-up and dissolved, the organization must, if required by the municipality, transfer the property to the municipality.

(6) If a municipality grants an exemption to a non-profit organization and later determines that the organization did not meet the conditions that applied to the organization for the exemption for all or part of the taxation year, the municipality may in the taxation year cancel the exemption for all or part of the taxation year, as the case may be, and require the organization to pay property tax in respect of the property for the period that the exemption is cancelled.

AR 281/98 s16;4/2010;77/2010

#### **Waiver of application requirement**

**17(1)** If a municipality has granted a non-profit organization an exemption from taxation under section 16 in respect of a property, the municipality may grant the non-profit organization an exemption from taxation in the following taxation year under

section 16 in respect of the property without requiring the organization to apply for the exemption.

(2) A municipality that has waived an application requirement under subsection (1) in respect of a property for a taxation year may

- (a) require the non-profit organization that holds the property to provide any information that the organization may be required to provide if it was applying for an exemption, and
- (b) if the non-profit organization does not provide the information, cancel in that taxation year the exemption for all or part of that taxation year and require the organization to pay property tax in respect of the property for the period that the exemption is cancelled.

(3) A municipality may not waive the application requirement under subsection (1) in respect of a property for more than 3 consecutive taxation years.

#### **Retail commercial areas**

**18(1)** In this section, “exempt facility” means a facility or part of a facility

- (a) that is held by a non-profit organization, a society as defined in the *Agricultural Societies Act* or a community association and that is exempt from taxation under section 362(1)(n)(i) to (v) of the Act or section 16 of this Regulation, or
- (b) that is owned and held by a residents association and that is exempt from taxation under section 362(1)(n) of the Act.

(2) A retail commercial area that is located within an exempt facility is exempt from taxation if

- (a) the non-profit organization, society as defined in the *Agricultural Societies Act*, community association or residents association that holds the exempt facility also holds and operates the retail commercial area, and
- (b) the net income from the retail commercial area is used
  - (i) to pay all or part of the operational or capital costs of the exempt facility, or

- (ii) to pay all or part of the operational or capital costs of any other facility that is held by the non-profit organization, society, community association or residents association and that is exempt from taxation under section 362(1)(n) of the Act or section 16 of this Regulation.

AR 281/98 s18;204/2011

**Part 4** Repealed AR 283/2003 s5.

## **Part 5 Repeal and Review**

### **Repeal**

**22(1)** The *Community Organization 1998 Property Tax Exemption Regulation* (AR 289/97) is repealed.

**(2)** Repealed AR 182/2008 s6.


AR 281/98 s22;182/2008

### **Expiry**

**23** For the purpose of ensuring that this Regulation is reviewed for ongoing relevancy and necessity, with the option that it may be repassed in its present or an amended form following a review, this Regulation expires on December 31, 2023.

AR 281/98 s23;283/2003;182/2008;4/2010;9/2015;  
257/2017;220/2018



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## Mackenzie County

<b>Title</b>	<b>PAYMENT, REFUND AND CANCELLATION OF TAXES</b>	<b>Policy No:</b>	<b>FIN009</b>
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<b>Legislation Reference</b>	<b>Municipal Government Act, Part 10</b>
------------------------------	--

<b>Purpose</b>  To provide for the payment and the refund, cancellation, reduction or deferment of taxes and arrears on taxes.
--

### **Policy Statement and Guidelines**

All tax notices are deemed to have been received 7 days after the tax notices were sent. (Section 337)

A tax payment that is sent by mail is deemed to have been received on the date post marked on the envelope. (Section 341)

All taxes and arrears of taxes are payable at the rates and times set out annually by bylaw. (Section 344)

Receipts shall be issued for all tax payments. If tax payments are made in bulk, one (1) receipt shall be issued to the bulk payer for all tax payments covered by the same cheque. (Section 342)

The Municipal Government Act does not prescribe to Electronic Funds Transfer (EFT) processes. As such, the County will follow standard business practices and accept EFTs upon the date in which the funds are received in Mackenzie County's bank account.

Post dated cheques shall be accepted in payment of taxes and held by the municipality. On the date payable indicated on the cheque, the cheque shall be deposited and a receipt issued. Acceptance of a post dated cheque does not affect the due date for payment of taxes.

The Chief Administrative Officer or designate shall authorize the cancellation, refund or reduction of taxes that have been determined and verified to have been levied and/or collected in error.

All other requests for refunds, cancellations, reductions or deferral of taxes shall be referred to Council for consideration and decision.

	<b>Date</b>	<b>Resolution Number</b>
<b>Approved</b>	1998-10-14	98-312
<b>Amended</b>	2018-04-10	18-04-291
<b>Amended</b>	2019-03-12	19-03-178
<b>Amended</b>		







**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>August 16, 2023</b>
<b>Presented by</b>	<b>Jennifer Batt – Director of Finance</b>
<b>Title:</b>	<b>Budget Amendment - 2023 Mackenzie Agricultural Fair &amp; Tradeshow</b>

## **BACKGROUND / PROPOSAL:**

The 2023 Mackenzie Agricultural Fair & Tradeshow is hosted by the Mackenzie Agricultural Research Association, and a local group of committee volunteers which fundraise by sponsorship for the event.

As of August 10<sup>th</sup>, administration has received additional sponsorships of \$28,500 which will need to be reflected in the budget.

## **OPTIONS & BENEFITS:**

N/A

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

Sponsorship - Donations

## **COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

## **POLICY REFERENCES:**

N/A

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

**RECOMMENDED ACTION:**

- Simple Majority       Requires 2/3       Requires Unanimous

That the 2023 One Time project budget be amended by \$28,500 for the 2023 Mackenzie Agricultural Fair & Tradeshow, with funding coming from sponsorships.

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



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>August 16, 2023</b>
<b>Presented by</b>	<b>Jennifer Batt – Director of Finance</b>
<b>Title:</b>	<b>Budget Amendment – Risk Management for RiskPro Premium Refund</b>

**BACKGROUND / PROPOSAL:**

Mackenzie County receives insurance services from Rural Municipalities of Alberta (RMA). These services are provided at a competitive rate, where they also offer workshops, and training exercises to administration where risk management initiatives are provided.

*By attending RiskPro and taking an active role in participating in the conference, we are pleased to give back a percentage of your annual premium as RiskPro credits that you can use towards risk mitigation initiatives in your organization. Details on how to qualify for these credits are provided at each event.*

Administration has taken part by attending in person and online work shops over the past few years, and are actively taking advantage of the percentage of annual premium credits provided by the program.

Items identified by administration, and approved by RMA Insurance are:

- Advanced Network Security
- Security Cameras – La Crete office
- Trail cameras for 5 gravel pits
- Safety orientation and ongoing Safety programs

Administration is requesting a budget amendment of \$32,662 with funding coming from from RMA Insurance RiskPro for the projects listed above.

**OPTIONS & BENEFITS:**

N/A

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

**COSTS & SOURCE OF FUNDING:**

RiskPro initiative - Rural Municipalities of Alberta Insurance

**COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

**POLICY REFERENCES:**

N/A

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the 2023 One Time project budget be amended by \$32,662 for the RiskPro Initiative Program, with funding coming from Rural Municipalities of Alberta Insurance.

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



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>August 16, 2023</b>
<b>Presented By:</b>	<b>Jennifer Batt, Director of Finance</b>
<b>Title:</b>	<b>Conditional Grant Agreement – Interest Revenue</b>

**BACKGROUND / PROPOSAL:**

As part of the conditional grant agreement for the Fort Vermilion flood mitigation, 90% of the grant funds was received as an advance towards costs incurred. Expenses incurred to offset this advance are applied against these funds, and interest is calculated on the balance. Interest earned from funds received by a Provincial Grant are normally incorporated into available funds through these grants.

The conditional grant interest was calculated for a total of \$26,752 for the 2<sup>nd</sup> quarter in 2023. Administration is requesting that the 2023 Capital Budget for the FV – Flood Mitigation project be amended to include these funds.

In addition to the interest, land purchased through mitigation was leased for one year earning revenue of \$2,250 which should be recognized in the funding.

**OPTIONS & BENEFITS:**

N/A

**COSTS & SOURCE OF FUNDING:**

2023 allocated interest for the balance of advance funds, and rental revenue earned.

**SUSTAINABILITY PLAN:**

N/A

**COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

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

**POLICY REFERENCES:**

N/A

**RECOMMENDED ACTION:**

- Simple Majority       Requires 2/3       Requires Unanimous

That the 2023 Capital Budget be amended by \$26,752 for the FV – Flood Mitigation project for interest earned in the second quarter of 2023, and \$2,250 for land rent.

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



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>August 16, 2023</b>
<b>Presented By:</b>	<b>Jennifer Batt, Director of Finance</b>
<b>Title:</b>	<b>Quarterly Financial Reports – January 1 – June 30, 2023</b>

**BACKGROUND / PROPOSAL:**

The Finance Department provides quarterly financial reports to Council as per policy. Attached is quarter one January – June 30, 2023 reports for review.

Council shall receive the following reports quarterly:

- Statement comparing actual operating revenues and expenditures to budget for the year-to-date (January – June 30,2023)
- A report of funds invested in term deposits and other securities
  - (January – June 30,2023)
- Project progress reports including expenditures to budget until June 30, 2023.
- Reports will be presented in April, July, October and January.

As the July Council meeting was too early to reflect all expense for quarter 2, administration is presenting quarter 2 at the first meeting in August.

**OPTIONS & BENEFITS:**

N/A

**COSTS & SOURCE OF FUNDING:**

2023 Operating & Capital Budgets

**SUSTAINABILITY PLAN:**

N/A

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

**COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

**POLICY REFERENCES:**

Policy FIN010 – Financial Reports

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the quarterly financial reports for January to June 30, 2023 be received for information.

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



**Mackenzie County**  
**Summary of All Units January - June 2023**

	<u>2023</u>	<u>2023 Actual</u>	<u>\$ Variance</u>
	<u>Budget</u>	<u>Total</u>	<u>(Remaining)</u>
<b>OPERATING REVENUES</b>			
100-Municipal Taxes	\$26,842,350	\$26,816,811	\$25,539
101-Lodge Requisition		(\$121)	\$121
102-School Requisition	\$6,379,443	\$6,387,379	(\$7,936)
103-Designated Ind. Property	\$73,830	\$73,825	\$5
124-Frontage	\$35,000	\$49,166	(\$14,166)
261-Ice Bridge	\$130,000	\$135,000	(\$5,000)
420-Sales of goods and services	\$1,084,586	\$454,915	\$629,671
421-Sale of water - metered	\$3,861,992	\$1,895,254	\$1,966,738
422-Sale of water - bulk	\$951,093	\$586,255	\$364,838
424-Sale of land	\$10,000		\$10,000
510-Penalties on taxes	\$300,000	\$53,840	\$246,160
511-Penalties of AR and utilities	\$25,000	\$12,527	\$12,473
520-Licenses and permits	\$54,000	\$52,863	\$1,137
521-Offsite levy	\$20,000	\$44,672	(\$24,672)
522-Municipal reserve revenue	\$80,000	(\$34,893)	\$114,893
526-Safety code permits	\$350,000	\$252,835	\$97,165
525-Subdivision fees	\$125,000	\$40,758	\$84,243
530-Fines	\$9,000	\$9,509	(\$509)
531-Safety code fees	\$12,000	\$6,929	\$5,071
550-Interest revenue	\$425,000	\$466,804	(\$41,804)
551-Market value changes		\$84,464	(\$84,464)
560-Rental and lease revenue	\$203,367	\$105,960	\$97,407
570-Insurance proceeds			\$0
597-Other revenue	\$25,000	\$23,887	\$1,113
598-Community aggregate levy	\$85,000		\$85,000
630-Sale of non-TCA equipment	\$500	\$1,610	(\$1,110)
830-Federal grants			\$0
840-Provincial grants	\$973,704	\$160,161	\$813,543
890-Gain (Loss) Penny Rounding		\$1	(\$1)
909-Other Sources -Grants	\$46,801	\$39,648	\$7,153
930-Contribution from Operating Reserves	\$1,497,240		\$1,497,240
940-Contribution from Capital Reserves	\$76,444		\$76,444
<b>TOTAL REVENUE</b>	<b><u>\$43,676,350</u></b>	<b><u>\$37,720,059</u></b>	<b><u>\$5,956,291</u></b>
<b>Excluding Requisitions</b>	<b>\$37,223,077</b>	<b>\$31,258,975</b>	

**Mackenzie County**  
**Summary of All Units January - June 2023**

	2023	2023 Actual	\$ Variance
	Budget	Total	(Remaining)
<b>OPERATING EXPENSES</b>			
110-Wages and salaries	\$7,383,659	\$3,018,605	\$4,365,054
132-Benefits	\$1,582,330	\$666,818	\$915,512
136-WCB contributions	\$84,904	\$12,302	\$72,602
142-Recruiting	\$15,000		\$15,000
150-Isolation cost	\$57,600	\$12,664	\$44,936
151-Honoraria	\$615,761	\$250,234	\$365,527
211-Travel and subsistence	\$389,038	\$116,763	\$272,275
212-Promotional expense	\$43,000	\$17,407	\$25,593
214-Memberships & conference fees	\$144,656	\$69,373	\$75,283
215-Freight	\$127,950	\$43,314	\$84,636
216-Postage	\$52,000	\$12,685	\$39,315
217-Telephone	\$119,930	\$49,209	\$70,721
221-Advertising	\$80,100	\$14,410	\$65,690
223-Subscriptions and publications	\$11,700	\$6,259	\$5,441
231-Audit fee	\$120,000	\$103,000	\$17,000
232-Legal fee	\$85,000	\$39,323	\$45,677
233-Engineering consulting	\$217,000	\$13,988	\$203,012
235-Professional fee	\$219,100	\$139,574	\$79,526
236-Enhanced policing fee	\$780,501	\$112,815	\$667,686
239-Training and education	\$85,938	\$10,215	\$75,723
242-Computer programming	\$228,655	\$47,055	\$181,600
243-Waste Management	\$462,067	\$182,117	\$279,950
251-Repair & maintenance - bridges	\$159,500	\$12,615	\$146,885
252-Repair & maintenance - buildings	\$139,850	\$50,691	\$89,159
253-Repair & maintenance - equipment	\$471,550	\$209,968	\$261,582
255-Repair & maintenance - vehicles	\$117,300	\$29,977	\$87,323
258-Contracted Services	\$762,152	\$275,886	\$486,266
259-Repair & maintenance - structural	\$2,072,000	\$242,418	\$1,829,582
260-Roadside Mowing & Spraying	\$462,494	\$32,827	\$429,667
261-Ice bridge construction	\$125,000	\$82,435	\$42,565
262-Rental - building and land	\$67,100	\$47,610	\$19,490
263-Rental - vehicle and equipment	\$66,253	\$11,315	\$54,938
266-Communications	\$155,967	\$42,445	\$113,523
271-Licenses and permits	\$15,300	\$15,008	\$292
272-Damage claims		\$12,500	(\$12,500)
274-Insurance	\$705,431	\$504,491	\$200,940
342-Assessor fees	\$247,820	\$51,260	\$196,560
290-Election cost	\$3,000		\$3,000
511-Goods and supplies	\$1,214,369	\$490,784	\$723,585
515-Lab Testing	\$52,000	\$12,570	\$39,430
521-Fuel and oil	\$1,162,604	\$446,219	\$716,385
531-Chemicals and salt	\$428,800	\$126,413	\$302,387
530-Oil Dust Control	\$100,000		\$100,000
532-Calcium Dust Control	\$130,000	\$62,160	\$67,840
533-Grader blades	\$143,000	\$55,244	\$87,756
534-Gravel (apply; supply and apply)/994 - Inv.	\$1,300,000	\$74,718	\$1,225,282
535-Gravel reclamation cost	\$50,000		\$50,000
543-Natural gas	\$202,061	\$105,716	\$96,345
544-Electrical power	\$878,157	\$321,230	\$556,927
550-Carbon Tax	\$200,000	\$95,251	\$104,749
710-Grants to local governments	\$2,250,000	\$625,000	\$1,625,000
735-Grants to other organizations	\$2,390,744	\$1,432,607	\$958,137
747-School requisition	\$6,379,443	\$1,607,699	\$4,771,744
750-Lodge requisition		\$561	(\$561)
760-Designated Ind. Property	\$73,830		\$73,830
763/764-Contributed to Reserve	\$4,371,489		\$4,371,489
810-Interest and service charges	\$22,360	\$13,156	\$9,204
831-Interest - long term debt	\$333,735	\$1,895	\$331,840
832-Principle - Long term debt	\$1,183,120	\$284,460	\$898,660
921-Bad Debt/922-Tax Cancellation/Writeoff	\$1,005,000	\$89,920	\$915,080
Non-TCA projects	\$1,329,032	\$301,968	\$954,149
DRP Expenses		\$72,915	
<b>TOTAL EXPENSES</b>	<b>\$43,676,350</b>	<b>\$12,780,061</b>	<b>\$30,896,289</b>
<b>Excluding Requisitions</b>	<b>\$37,223,077</b>	<b>\$11,171,801</b>	
<b>995-Amortization of TCA</b>	<b>\$9,978,821</b>		<b>\$9,978,821</b>

Mackenzie County

00-Taxes

	2023	2023 Actual	\$ Variance
	Budget	Total	(Remaining)
<b>OPERATING REVENUES</b>			
100-Municipal Taxes	\$26,842,350	\$26,816,811	\$25,539
101-Lodge Requisition		(\$121)	\$121
102-School Requisition	\$6,379,443	\$6,387,379	(\$7,936)
103-Designated Ind. Property	\$73,830	\$73,825	\$5
<b>TOTAL REVENUE</b>	<b>\$33,295,623</b>	<b>\$33,277,894</b>	<b>\$17,729</b>
<b>Excluding Requisitions</b>	<b>\$26,842,350</b>	<b>\$26,816,811</b>	<b>\$25,539</b>
<b>OPERATING EXPENSES</b>			
<b>TOTAL EXPENSES</b>			
<b>EXCESS (DEFICIENCY)</b>	<b>\$33,295,623</b>	<b>\$33,277,894</b>	<b>\$17,729</b>

Mackenzie County  
11-Council

	2023 Budget	2023 Actual Total	\$ Variance (Remaining)
<b>OPERATING REVENUES</b>			
<hr/>			
<hr/>			
<b>OPERATING EXPENSES</b>			
132-Benefits	\$50,728	\$24,615	\$26,113
136-WCB contributions	\$5,535	\$772	\$4,763
151-Honoraria	\$529,461	\$224,420	\$305,041
211-Travel and subsistence	\$254,098	\$87,445	\$166,653
214-Memberships & conference	\$70,425	\$36,256	\$34,169
217-Telephone	\$7,700	\$3,010	\$4,690
221-Advertising	\$1,000	\$678	\$322
235-Professional fee	\$8,000	\$950	\$7,050
239-Training and education	\$2,800	\$0	\$2,800
266-Communications	\$15,615	\$5,149	\$10,466
274-Insurance	\$2,194	\$1,828	\$366
290-Election cost	\$3,000	\$0	\$3,000
511-Goods and supplies	\$9,700	\$1,300	\$8,400
DRP Expenses			
<b>TOTAL EXPENSES</b>	<b>\$960,256</b>	<b>\$386,424</b>	<b>\$573,832</b>
<b>Excluding Requisitions</b>	<b>\$960,256</b>	<b>\$386,424</b>	<b>\$573,832</b>
<hr/>			
<b>TOTAL EXPENSES</b>	<b>\$960,256</b>	<b>\$386,424</b>	<b>\$573,832</b>
<b>EXCESS (DEFICIENCY)</b>	<b>(\$960,256)</b>	<b>(\$386,424)</b>	<b>(\$573,832)</b>

	2023	2023 Actual	\$ Variance
	Budget	Total	(Remaining)
<b>OPERATING REVENUES</b>			
420-Sales of goods and services	\$39,500	\$22,224	\$17,276
510-Penalties on taxes	\$300,000	\$53,840	\$246,160
511-Penalties of AR and utilities	\$13,000	\$3,865	\$9,135
550-Interest revenue	\$425,000	\$466,804	(\$41,804)
551-Market value changes		\$84,464	(\$84,464)
560-Rental and lease revenue	\$77,800	\$25,145	\$52,655
597-Other revenue	\$25,000	\$23,237	\$1,763
598-Community aggregate levy	\$85,000	\$0	\$85,000
630-Sale of non-TCA equipment	\$500	\$0	\$500
840-Provincial grants	\$190,370	\$10,820	\$179,550
909-Other Sources -Grants	\$21,301	\$0	\$21,301
930-Contribution from Operating Reserves	\$696,797		\$696,797
<b>TOTAL REVENUE</b>	<b>\$1,874,268</b>	<b>\$690,401</b>	<b>\$1,183,867</b>
<b>Excluding Requisitions</b>	<b>\$1,874,268</b>	<b>\$690,401</b>	<b>\$1,183,867</b>
<b>OPERATING EXPENSES</b>			
110-Wages and salaries	\$2,011,178	\$776,952	\$1,234,226
132-Benefits	\$454,920	\$162,827	\$292,093
136-WCB contributions	\$19,924	\$3,141	\$16,783
142-Recruiting	\$15,000	\$0	\$15,000
150-Isolation cost	\$14,400	\$7,200	\$7,200
211-Travel and subsistence	\$38,500	\$8,657	\$29,843
212-Promotional expense	\$25,000	\$12,927	\$12,073
214-Memberships & conference fees	\$23,156	\$10,304	\$12,852
215-Freight	\$9,000	\$2,549	\$6,451
216-Postage	\$24,500	\$12,211	\$12,289
217-Telephone	\$44,050	\$24,036	\$20,014
221-Advertising	\$68,000	\$4,706	\$63,294
223-Subscriptions and publications	\$5,700	\$3,072	\$2,628
231-Audit fee	\$120,000	\$103,000	\$17,000
232-Legal fee	\$75,000	\$39,323	\$35,677
233-Engineering consulting		\$620	(\$620)
235-Professional fee	\$65,000	\$33,009	\$31,991
239-Training and education	\$8,758	\$1,348	\$7,410
242-Computer programming	\$126,510	\$19,659	\$106,851
243-Waste Management	\$7,800	\$2,948	\$4,853
252-Repair & maintenance - buildings	\$45,350	\$15,900	\$29,450
253-Repair & maintenance - equipment	\$10,100	\$7,377	\$2,723
255-Repair & maintenance - vehicles	\$6,000	\$5,257	\$743
258-Contracted Services		\$0	\$0
259-Repair & maintenance - structural		\$0	\$0
262-Rental - building and land		\$0	\$0
263-Rental - vehicle and equipment	\$8,353	\$5,091	\$3,262
266-Communications	\$51,880	\$20,383	\$31,497
271-Licenses and permits	\$100	\$252	(\$152)
274-Insurance	\$119,906	\$89,916	\$29,990
342-Assessor fees	\$247,820	\$51,260	\$196,560
511-Goods and supplies	\$104,906	\$58,420	\$46,486
521-Fuel and oil	\$35,166	\$8,848	\$26,318
994-Change in Inventory		\$0	\$0
543-Natural gas	\$29,257	\$16,172	\$13,085
544-Electrical power	\$97,324	\$39,817	\$57,507
710-Grants to local governments	\$2,250,000	\$625,000	\$1,625,000
763/764-Contributed to Reserve	\$394,489	\$0	\$394,489
810-Interest and service charges	\$21,000	\$12,585	\$8,415
921-Bad Debt/922-Tax Cancellation/Writeoff	\$1,000,000	\$89,920	\$910,080
Non-TCA projects	\$400,851	\$217,036	\$122,160
DRP Expenses		\$61,655	
<b>TOTAL EXPENSES</b>	<b>\$7,978,898</b>	<b>\$2,553,379</b>	<b>\$5,425,519</b>
<b>Excluding Requisitions</b>	<b>\$7,978,898</b>	<b>\$2,553,379</b>	<b>\$5,515,439</b>
<b>995-Amortization of TCA</b>	<b>\$322,004</b>	<b>\$0</b>	<b>\$322,004</b>
<b>TOTAL EXPENSES</b>	<b>\$8,300,902</b>	<b>\$2,553,379</b>	<b>\$5,747,523</b>
<b>EXCESS (DEFICIENCY)</b>	<b>(\$6,426,634)</b>	<b>(\$1,862,978)</b>	<b>(\$4,563,656)</b>

	2023 Budget	2023 Actual Total	\$ Variance (Remaining)
<b>OPERATING REVENUES</b>			
420-Sales of goods and services	\$126,000	\$30,010	\$95,990
840-Provincial grants			\$0
909-Other Sources -Grants	\$15,000		\$15,000
930-Contribution from Operating Reserves	\$15,000		\$15,000
<b>TOTAL REVENUE</b>	<b>\$156,000</b>	<b>\$30,010</b>	<b>\$125,990</b>
<b>Excluding Requisitions</b>	<b>\$156,000</b>	<b>\$30,010</b>	<b>\$125,990</b>
<b>OPERATING EXPENSES</b>			
110-Wages and salaries	\$45,408	\$19,931	\$25,477
132-Benefits	\$8,112	\$5,092	\$3,020
136-WCB contributions	\$509	\$71	\$438
151-Honoraria	\$86,300	\$25,814	\$60,486
211-Travel and subsistence	\$9,000	\$4,184	\$4,816
212-Promotional expense	\$3,000		\$3,000
214-Memberships & conference fees	\$3,630	\$0	\$3,630
215-Freight	\$1,000	\$2,129	(\$1,129)
217-Telephone	\$27,440	\$9,864	\$17,576
235-Professional fee			\$0
239-Training and education	\$36,180	\$3,840	\$32,340
252-Repair & maintenance - buildings	\$11,500	\$6,100	\$5,400
253-Repair & maintenance - equipment	\$42,000	\$14,409	\$27,591
255-Repair & maintenance - vehicles	\$12,000	\$4,336	\$7,664
258-Contracted Services	\$8,500	\$0	\$8,500
259-Repair & maintenance - structural	\$1,500	\$3,698	(\$2,198)
263-Rental - vehicle and equipment	\$27,000	\$2,530	\$24,470
266-Communications	\$69,012	\$11,700	\$57,312
271-Licenses and permits	\$4,000	\$28	\$3,972
272-Damage claims		\$0	\$0
274-Insurance	\$53,211	\$40,323	\$12,888
511-Goods and supplies	\$128,984	\$30,278	\$98,706
521-Fuel and oil	\$23,859	\$6,080	\$17,779
543-Natural gas	\$23,818	\$11,761	\$12,057
544-Electrical power	\$20,899	\$7,629	\$13,270
763/764-Contributed to Reserve	\$100,000		\$100,000
Non-TCA projects	\$30,000	\$0	\$18,740
DRP Expenses		\$11,260	
<b>TOTAL EXPENSES</b>	<b>\$776,862</b>	<b>\$221,057</b>	<b>\$555,805</b>
<b>Excluding Requisitions</b>	<b>\$776,862</b>	<b>\$221,057</b>	<b>\$555,805</b>
<b>995-Amortization of TCA</b>	<b>\$195,023</b>	<b>\$0</b>	<b>\$195,023</b>
<b>TOTAL EXPENSES</b>	<b>\$971,885</b>	<b>\$221,057</b>	<b>\$750,828</b>
<b>EXCESS (DEFICIENCY)</b>	<b>(\$815,885)</b>	<b>(\$191,047)</b>	<b>(\$624,838)</b>

Mackenzie County  
25-Ambulance/Municipal Emergency

	2023 Budget	2023 Actual Total	\$ Variance (Remaining)
<b>OPERATING REVENUES</b>			
560-Rental and lease revenue	\$40,500	\$20,250	\$20,250
<b>TOTAL REVENUE</b>	<b>\$40,500</b>	<b>\$20,250</b>	<b>\$20,250</b>
<b>Excluding Requisitions</b>	<b>\$40,500</b>	<b>\$20,250</b>	<b>\$20,250</b>
<b>OPERATING EXPENSES</b>			
252-Repair & maintenance -	\$7,000	\$2,879	\$4,121
274-Insurance	\$4,599	\$2,500	\$2,099
DRP Expenses			
<b>TOTAL EXPENSES</b>	<b>\$11,599</b>	<b>\$5,379</b>	<b>\$6,220</b>
<b>Excluding Requisitions</b>	<b>\$11,599</b>	<b>\$5,379</b>	<b>\$6,220</b>
995-Amortization of TCA	\$12,328	\$0	\$12,328
<b>TOTAL EXPENSES</b>	<b>\$23,927</b>	<b>\$5,379</b>	<b>\$18,548</b>
<b>EXCESS (DEFICIENCY)</b>	<b>\$16,573</b>	<b>\$14,871</b>	<b>\$1,702</b>

Mackenzie County  
26-Enforcement Services

	2023	2023 Actual	\$ Variance
	Budget	Total	(Remaining)
<b>OPERATING REVENUES</b>			
520-Licenses and permits		\$5	(\$5)
530-Fines	\$9,000	\$9,509	(\$509)
560-Rental and lease revenue	\$13,827	\$8,066	\$5,761
630-Sale of non-TCA equipment			\$0
<b>TOTAL REVENUE</b>	<b>\$22,827</b>	<b>\$17,580</b>	<b>\$5,247</b>
<b>Excluding Requisitions</b>	<b>\$22,827</b>	<b>\$17,580</b>	<b>\$5,247</b>
<b>OPERATING EXPENSES</b>			
110-Wages and salaries	\$15,136	\$6,644	\$8,492
132-Benefits	\$2,704	\$1,501	\$1,203
136-WCB contributions	\$170	\$24	\$146
211-Travel and subsistence	\$2,000	\$30	\$1,970
214-Memberships & conference fees		\$0	\$0
215-Freight		\$0	\$0
217-Telephone	\$1,200		\$1,200
223-Subscriptions and publications	\$2,500	\$3,187	(\$687)
235-Professional fee	\$2,000	\$780	\$1,220
236-Enhanced policing fee	\$780,501	\$112,815	\$667,686
239-Training and education	\$8,000	\$700	\$7,300
252-Repair & maintenance -	\$12,050	\$0	\$12,050
258-Contracted Services	\$8,000	\$8,036	(\$36)
266-Communications	\$500	\$180	\$320
274-Insurance	\$6,240	\$5,521	\$719
511-Goods and supplies	\$1,000	\$3,824	(\$2,824)
521-Fuel and oil	\$2,668	\$238	\$2,430
DRP Expenses			
<b>TOTAL EXPENSES</b>	<b>\$844,669</b>	<b>\$143,479</b>	<b>\$701,190</b>
<b>Excluding Requisitions</b>	<b>\$844,669</b>	<b>\$143,479</b>	<b>\$701,190</b>
<b>995-Amortization of TCA</b>	<b>\$6,404</b>	<b>\$0</b>	<b>\$6,404</b>
<b>TOTAL EXPENSES</b>	<b>\$851,073</b>	<b>\$143,479</b>	<b>\$707,594</b>
<b>EXCESS (DEFICIENCY)</b>	<b>(\$828,246)</b>	<b>(\$125,900)</b>	<b>(\$702,346)</b>



Mackenzie County  
32-Transportation

	2023	2023 Actual	\$ Variance
	Budget	Total	(Remaining)
<b>OPERATING REVENUES</b>			
124-Frontage	\$35,000	\$30,872	\$4,128
261-Ice Bridge	\$130,000	\$135,000	(\$5,000)
420-Sales of goods and services	\$262,036	\$174,962	\$87,074
520-Licenses and permits	\$4,000	\$2,556	\$1,444
560-Rental and lease revenue		\$1,200	(\$1,200)
570-Insurance proceeds			\$0
597-Other revenue		\$0	\$0
630-Sale of non-TCA equipment		\$1,610	(\$1,610)
830-Federal grants			\$0
840-Provincial grants	\$242,524	\$0	\$242,524
930-Contribution from Operating Reserves	\$50,000	\$0	\$50,000
<b>TOTAL REVENUE</b>	<b>\$723,560</b>	<b>\$346,200</b>	<b>\$377,360</b>
<b>Excluding Requisitions</b>	<b>\$723,560</b>	<b>\$346,200</b>	<b>\$377,360</b>
<b>OPERATING EXPENSES</b>			
110-Wages and salaries	\$2,925,924	\$1,158,685	\$1,767,239
132-Benefits	\$592,487	\$251,072	\$341,415
136-WCB contributions	\$32,497	\$4,569	\$27,928
142-Recruiting			\$0
150-Isolation cost	\$28,800	\$5,741	\$23,059
211-Travel and subsistence	\$15,600	\$4,210	\$11,390
214-Memberships & conference fees	\$12,450	\$645	\$11,805
215-Freight	\$28,000	\$3,641	\$24,359
217-Telephone	\$16,380	\$4,284	\$12,096
221-Advertising	\$900	\$0	\$900
223-Subscriptions and publications	\$3,200	\$0	\$3,200
232-Legal fee			\$0
233-Engineering consulting	\$90,000	\$2,882	\$87,118
235-Professional fee	\$10,000	\$18,542	(\$8,542)
239-Training and education	\$6,000	\$0	\$6,000
251-Repair & maintenance - bridges	\$159,500	\$12,615	\$146,885
252-Repair & maintenance - buildings	\$28,900	\$16,041	\$12,859
253-Repair & maintenance - equipment	\$201,000	\$114,862	\$86,138
255-Repair & maintenance - vehicles	\$60,000	\$7,992	\$52,008
258-Contracted Services	\$225,000	\$118,271	\$106,729
259-Repair & maintenance - structural	\$1,405,050	\$134,226	\$1,270,824
261-Ice bridge construction	\$125,000	\$82,435	\$42,565
262-Rental - building and land	\$3,900	\$1,500	\$2,400
263-Rental - vehicle and equipment	\$5,000	\$0	\$5,000
266-Communications	\$12,740	\$3,790	\$8,950
271-Licenses and permits	\$3,225	\$8,457	(\$5,232)
272-Damage claims		\$0	\$0
274-Insurance	\$190,873	\$157,135	\$33,738
511-Goods and supplies	\$442,239	\$259,256	\$182,983
521-Fuel and oil	\$989,827	\$72,885	\$916,942
531-Chemicals and salt	\$165,000	\$0	\$165,000
530-Oil Dust Control	\$100,000		\$100,000
532-Calcium Dust Control	\$130,000	\$62,160	\$67,840
533-Grader blades	\$143,000	\$55,244	\$87,756
534-Gravel (apply; supply and apply)	\$1,300,000	\$74,718	\$1,225,282
535-Gravel reclamation cost	\$50,000		\$50,000
543-Natural gas	\$22,467	\$11,316	\$11,151
544-Electrical power	\$322,403	\$128,688	\$193,715
550-Carbon Tax	\$200,000	\$95,251	\$104,749
763/764-Contributed to Reserve	\$1,703,750	\$0	\$1,703,750
831-Interest - long term debt	\$317,623	(\$489)	\$318,112
832-Principle - Long term debt	\$942,133	\$170,211	\$771,922
Non-TCA projects		\$20,680	(\$20,680)
DRP Expenses			
<b>TOTAL EXPENSES</b>	<b>\$13,010,868</b>	<b>\$3,061,513</b>	<b>\$9,949,355</b>
<b>Excluding Requisitions</b>	<b>\$13,010,868</b>	<b>\$3,061,513</b>	<b>\$9,949,355</b>
<b>995-Amortization of TCA</b>	<b>\$6,309,770</b>	<b>\$0</b>	<b>\$6,309,770</b>
<b>TOTAL EXPENSES</b>	<b>\$19,320,638</b>	<b>\$3,061,513</b>	<b>\$16,259,125</b>
<b>EXCESS (DEFICIENCY)</b>	<b>(\$18,597,078)</b>	<b>(\$2,715,314)</b>	<b>(\$15,881,764)</b>

Mackenzie County  
33-Airport

	2023 Budget	2023 Actual Total	\$ Variance (Remaining)
<b>OPERATING REVENUES</b>			
420-Sales of goods and services	\$52,500	\$8,036	\$44,464
560-Rental and lease revenue	\$42,062	\$27,673	\$14,389
930-Contribution from Operating Reserves	\$47,707		\$47,707
<b>TOTAL REVENUE</b>	<b>\$142,269</b>	<b>\$35,709</b>	<b>\$106,560</b>
<b>Excluding Requisitions</b>	<b>\$142,269</b>	<b>\$35,709</b>	<b>\$106,560</b>
<b>OPERATING EXPENSES</b>			
110-Wages and salaries	\$24,848	\$0	\$24,848
132-Benefits	\$6,565	\$0	\$6,565
136-WCB contributions	\$278	\$39	\$239
211-Travel and subsistence	\$4,000		\$4,000
214-Memberships & conference fees	\$4,500	\$3,523	\$977
215-Freight	\$1,000	\$89	\$911
223-Subscriptions and publications	\$300		\$300
235-Professional fee	\$10,000	\$2,400	\$7,600
239-Training and education	\$3,200		\$3,200
252-Repair & maintenance - buildings	\$3,500		\$3,500
253-Repair & maintenance - equipment	\$28,000	\$14,839	\$13,161
255-Repair & maintenance - vehicles	\$3,300		\$3,300
259-Repair & maintenance - structural	\$26,200		\$26,200
262-Rental - building and land	\$60,000	\$45,000	\$15,000
266-Communications	\$2,720	\$247	\$2,473
271-Licenses and permits	\$725		\$725
274-Insurance	\$7,534	\$6,096	\$1,438
511-Goods and supplies	\$1,000	\$2,137	(\$1,137)
521-Fuel and oil	\$854	\$0	\$854
531-Chemicals and salt	\$17,500	\$0	\$17,500
994-Change in Inventory		\$0	\$0
543-Natural gas	\$5,220	\$5,064	\$156
544-Electrical power	\$39,205	\$14,194	\$25,011
Non-TCA projects	\$47,707	\$17,036	\$30,671
DRP Expenses			
<b>TOTAL EXPENSES</b>	<b>\$298,156</b>	<b>\$110,664</b>	<b>\$187,492</b>
<b>Excluding Requisitions</b>	<b>\$298,156</b>	<b>\$110,664</b>	<b>\$187,492</b>
<b>995-Amortization of TCA</b>	<b>\$197,221</b>	<b>\$0</b>	<b>\$197,221</b>
<b>TOTAL EXPENSES</b>	<b>\$495,377</b>	<b>\$110,664</b>	<b>\$384,713</b>
<b>EXCESS (DEFICIENCY)</b>	<b>(\$353,108)</b>	<b>(\$74,955)</b>	<b>(\$278,153)</b>

Mackenzie County  
41-Water Services

	2023 Budget	2023 Actual Total	\$ Variance (Remaining)
<b>OPERATING REVENUES</b>			
124-Frontage		\$5,926	(\$5,926)
420-Sales of goods and services	\$69,000	\$32,878	\$36,122
421-Sale of water - metered	\$2,596,873	\$1,321,202	\$1,275,672
422-Sale of water - bulk	\$942,693	\$583,505	\$359,188
511-Penalties of AR and utilities	\$12,000	\$8,662	\$3,338
521-Offsite levy	\$20,000	\$44,672	(\$24,672)
597-Other revenue		\$650	(\$650)
630-Sale of non-TCA equipment			\$0
930-Contribution from Operating Reserves	\$207,842	\$0	\$207,842
<b>TOTAL REVENUE</b>	<b>\$3,848,408</b>	<b>\$1,997,494</b>	<b>\$1,850,914</b>
<b>Excluding Requisitions</b>	<b>\$3,848,408</b>	<b>\$1,997,494</b>	<b>\$1,850,914</b>
<b>OPERATING EXPENSES</b>			
110-Wages and salaries	\$578,394	\$233,366	\$345,028
132-Benefits	\$107,964	\$46,543	\$61,421
136-WCB contributions	\$6,575	\$903	\$5,672
150-Isolation cost	\$8,640	(\$277)	\$8,917
211-Travel and subsistence	\$39,600	\$9,900	\$29,700
214-Memberships & conference fees	\$3,020	\$866	\$2,154
215-Freight	\$81,600	\$33,791	\$47,809
216-Postage	\$21,500	\$0	\$21,500
217-Telephone	\$18,000	\$5,995	\$12,005
221-Advertising	\$500	\$0	\$500
233-Engineering consulting	\$51,000	\$1,207	\$49,793
239-Training and education	\$10,750	\$1,600	\$9,150
242-Computer programming	\$17,270	\$2,438	\$14,833
252-Repair & maintenance - buildings	\$15,900	\$6,007	\$9,893
253-Repair & maintenance - equipment	\$132,500	\$53,182	\$79,318
255-Repair & maintenance - vehicles	\$14,000	\$5,189	\$8,811
258-Contracted Services	\$36,600	\$7,500	\$29,100
259-Repair & maintenance - structural	\$102,200	\$21,189	\$81,011
262-Rental - building and land	\$3,200	\$1,110	\$2,090
263-Rental - vehicle and equipment	\$1,500	\$0	\$1,500
266-Communications	\$2,500	\$995	\$1,505
271-Licenses and permits	\$950	\$374	\$576
272-Damage claims		\$0	\$0
274-Insurance	\$180,654	\$104,056	\$76,598
511-Goods and supplies	\$312,400	\$107,496	\$204,904
515-Lab Testing	\$46,500	\$12,570	\$33,930
521-Fuel and oil	\$68,606	\$14,520	\$54,086
531-Chemicals and salt	\$135,300	\$51,011	\$84,289
994-Change in Inventory		\$0	\$0
543-Natural gas	\$114,159	\$58,053	\$56,106
544-Electrical power	\$343,064	\$115,638	\$227,427
763/764-Contributed to Reserve	\$923,265	\$0	\$923,265
831-Interest - long term debt	\$9,303	\$4,955	\$4,348
832-Principle - Long term debt	\$217,529	\$108,461	\$109,068
921-Bad Debt	\$5,000		\$5,000
Non-TCA projects	\$207,842	\$10,369	\$197,473
DRP Expenses			
<b>TOTAL EXPENSES</b>	<b>\$3,817,785</b>	<b>\$1,019,007</b>	<b>\$2,798,778</b>
<b>Excluding Requisitions</b>	<b>\$3,817,785</b>	<b>\$1,019,007</b>	<b>\$2,798,778</b>
<b>995-Amortization of TCA</b>	<b>\$1,410,469</b>	<b>\$0</b>	<b>\$1,410,469</b>
<b>TOTAL EXPENSES</b>	<b>\$5,228,254</b>	<b>\$1,019,007</b>	<b>\$4,209,247</b>
<b>EXCESS (DEFICIENCY)</b>	<b>(\$1,379,846)</b>	<b>\$978,487</b>	<b>(\$2,358,333)</b>

Mackenzie County  
42-Sewer Services

	2023 Budget	2023 Actual Total	\$ Variance (Remaining)
<b>OPERATING REVENUES</b>			
124-Frontage		\$12,369	(\$12,369)
421-Sale of water - metered	\$1,265,119	\$574,053	\$691,066
422-Sale of water - bulk	\$8,400	\$2,750	\$5,650
930-Contribution from Operating Reserves			\$0
<b>TOTAL REVENUE</b>	<b>\$1,273,519</b>	<b>\$589,171</b>	<b>\$684,348</b>
<b>Excluding Requisitions</b>	<b>\$1,273,519</b>	<b>\$589,171</b>	<b>\$684,348</b>
<b>OPERATING EXPENSES</b>			
110-Wages and salaries	\$351,829	\$148,514	\$203,315
132-Benefits	\$72,685	\$31,823	\$40,862
136-WCB contributions	\$4,005	\$549	\$3,456
150-Isolation cost	\$5,760	\$0	\$5,760
215-Freight	\$4,250	\$347	\$3,903
232-Legal fee		\$0	\$0
233-Engineering consulting	\$6,000		\$6,000
252-Repair & maintenance - buildings	\$1,750	\$1,414	\$336
253-Repair & maintenance - equipment	\$16,200	\$4,302	\$11,898
259-Repair & maintenance - structural	\$138,150	\$11,660	\$126,490
263-Rental - vehicle and equipment	\$3,000		\$3,000
271-Licenses and permits	\$100		\$100
274-Insurance	\$13,448	\$10,753	\$2,695
511-Goods and supplies	\$10,500	\$4,162	\$6,338
515-Lab Testing	\$5,500	\$0	\$5,500
521-Fuel and oil			\$0
531-Chemicals and salt	\$36,000	\$1,810	\$34,190
543-Natural gas	\$6,156	\$3,028	\$3,128
544-Electrical power	\$34,394	\$9,426	\$24,968
763/764-Contributed to Reserve	\$539,985	\$0	\$539,985
831-Interest - long term debt	\$6,809	(\$1,622)	\$8,431
832-Principle - Long term debt	\$23,458	\$5,788	\$17,670
Non-TCA projects			\$0
DRP Expenses			
<b>TOTAL EXPENSES</b>	<b>\$1,279,979</b>	<b>\$231,954</b>	<b>\$1,048,025</b>
<b>Excluding Requisitions</b>	<b>\$1,279,979</b>	<b>\$231,954</b>	<b>\$1,048,025</b>
<b>995-Amortization of TCA</b>	<b>\$698,464</b>	<b>\$0</b>	<b>\$698,464</b>
<b>TOTAL EXPENSES</b>	<b>\$1,978,443</b>	<b>\$231,954</b>	<b>\$1,746,489</b>
<b>EXCESS (DEFICIENCY)</b>	<b>(\$704,924)</b>	<b>\$357,218</b>	<b>(\$1,062,142)</b>

Mackenzie County  
43-Solid Waste Disposal

	2023 Budget	2023 Actual Total	\$ Variance (Remaining)
<b>OPERATING REVENUES</b>			
420-Sales of goods and services	\$432,290	\$149,348	\$282,942
909-Other Sources -Grants	\$0	\$21,548	(\$21,548)
930-Contribution from Operating Reserves	\$7,000		\$7,000
<b>TOTAL REVENUE</b>	<b>\$439,290</b>	<b>\$170,896</b>	<b>\$268,394</b>
<b>Excluding Requisitions</b>	<b>\$439,290</b>	<b>\$170,896</b>	<b>\$268,394</b>
<b>OPERATING EXPENSES</b>			
110-Wages and salaries	\$58,584	\$19,081	\$39,503
132-Benefits	\$10,951	\$4,439	\$6,512
136-WCB contributions	\$656	\$91	\$565
214-Memberships & conference fees		\$0	\$0
221-Advertising	\$800	\$0	\$800
235-Professional fee			\$0
243-Waste Management	\$454,267	\$179,169	\$275,098
252-Repair & maintenance - buildings	\$5,400	\$2,350	\$3,050
253-Repair & maintenance - equipment	\$12,750	\$382	\$12,368
258-Contracted Services	\$141,352	\$60,112	\$81,240
259-Repair & maintenance - structural	\$36,600	\$5,966	\$30,634
271-Licenses and permits	\$200	\$5	\$195
274-Insurance	\$5,908	\$5,284	\$624
511-Goods and supplies	\$2,100	\$769	\$1,331
521-Fuel and oil	\$12,505	\$192	\$12,313
544-Electrical power	\$17,922	\$5,586	\$12,336
810-Interest and service charges	\$1,360	\$571	\$789
Non-TCA projects	\$30,000		\$30,000
DRP Expenses			
<b>TOTAL EXPENSES</b>	<b>\$791,355</b>	<b>\$283,998</b>	<b>\$507,357</b>
<b>Excluding Requisitions</b>	<b>\$791,355</b>	<b>\$283,998</b>	<b>\$507,357</b>
<b>995-Amortization of TCA</b>	<b>\$18,112</b>	<b>\$0</b>	<b>\$18,112</b>
<b>TOTAL EXPENSES</b>	<b>\$809,467</b>	<b>\$283,998</b>	<b>\$525,469</b>
<b>EXCESS (DEFICIENCY)</b>	<b>(\$370,177)</b>	<b>(\$113,102)</b>	<b>(\$257,075)</b>

Mackenzie County  
51-Family Community Services

	2023 Budget	2023 Actual Total	\$ Variance (Remaining)
<b>OPERATING REVENUES</b>			
840-Provincial grants	\$308,763	\$149,341	\$159,422
909-Other Sources -Grants			\$0
930-Contribution from Operating Reserves	\$2,520	\$0	\$2,520
<b>TOTAL REVENUE</b>	<b>\$311,283</b>	<b>\$149,341</b>	<b>\$161,942</b>
<b>Excluding Requisitions</b>	<b>\$311,283</b>	<b>\$149,341</b>	<b>\$161,942</b>
<b>OPERATING EXPENSES</b>			
255-Repair & maintenance - vehicles		\$20	(\$20)
274-Insurance		\$355	(\$355)
735-Grants to other organizations	\$894,410	\$552,974	\$341,436
763/764-Contributed to Reserve	\$20,000		\$20,000
DRP Expenses			
<b>TOTAL EXPENSES</b>	<b>\$914,410</b>	<b>\$553,350</b>	<b>\$361,060</b>
<b>Excluding Requisitions</b>	<b>\$914,410</b>	<b>\$553,350</b>	<b>\$361,060</b>
<b>TOTAL EXPENSES</b>	<b>\$914,410</b>	<b>\$553,350</b>	<b>\$361,060</b>
<b>EXCESS (DEFICIENCY)</b>	<b>(\$603,127)</b>	<b>(\$404,009)</b>	<b>(\$199,118)</b>

Mackenzie County  
61-Planning Development

	2023 Budget	2023 Actual Total	\$ Variance (Remaining)
<b>OPERATING REVENUES</b>			
420-Sales of goods and services	\$23,000	\$17,741	\$5,259
520-Licenses and permits	\$50,000	\$50,301	(\$301)
526-Safety code permits	\$350,000	\$252,835	\$97,165
525-Subdivision fees		\$0	\$0
531-Safety code fees	\$12,000	\$6,929	\$5,071
560-Rental and lease revenue		\$0	\$0
630-Sale of non-TCA equipment		\$0	\$0
840-Provincial grants	\$55,800		\$55,800
930-Contribution from Operating Reserves	\$390,223	\$0	\$390,223
<b>TOTAL REVENUE</b>	<b>\$881,023</b>	<b>\$327,806</b>	<b>\$553,217</b>
<b>Excluding Requisitions</b>	<b>\$881,023</b>	<b>\$327,806</b>	<b>\$553,217</b>
<b>OPERATING EXPENSES</b>			
110-Wages and salaries	\$653,102	\$300,522	\$352,580
132-Benefits	\$138,917	\$66,274	\$72,643
136-WCB contributions	\$6,722	\$1,020	\$5,702
142-Recruiting			\$0
211-Travel and subsistence	\$9,000	\$239	\$8,761
212-Promotional expense	\$2,000	\$0	\$2,000
214-Memberships & conference fees	\$6,535	\$3,090	\$3,445
215-Freight	\$2,000	\$754	\$1,246
216-Postage	\$4,000	\$474	\$3,526
217-Telephone	\$980	\$291	\$689
221-Advertising	\$3,000	\$0	\$3,000
232-Legal fee	\$10,000	\$0	\$10,000
233-Engineering consulting		\$0	\$0
235-Professional fee	\$20,000	\$5,704	\$14,296
239-Training and education	\$4,400	\$754	\$3,646
242-Computer programming	\$75,875	\$24,959	\$50,916
255-Repair & maintenance - vehicles	\$2,000	\$2,893	(\$893)
258-Contracted Services	\$250,000	\$66,037	\$183,963
263-Rental - vehicle and equipment	\$12,000	\$994	\$11,006
271-Licenses and permits	\$2,000	\$5,180	(\$3,180)
274-Insurance	\$5,060	\$4,662	\$398
511-Goods and supplies	\$14,000	\$9,700	\$4,300
521-Fuel and oil	\$2,506	\$1,881	\$625
Non-TCA projects	\$446,023	\$18,226	\$427,798
DRP Expenses			
<b>TOTAL EXPENSES</b>	<b>\$1,670,120</b>	<b>\$513,652</b>	<b>\$1,156,468</b>
<b>Excluding Requisitions</b>	<b>\$1,670,120</b>	<b>\$513,652</b>	<b>\$1,156,468</b>
<b>995-Amortization of TCA</b>	<b>\$10,783</b>	<b>\$0</b>	<b>\$10,783</b>
<b>TOTAL EXPENSES</b>	<b>\$1,680,903</b>	<b>\$513,652</b>	<b>\$1,167,251</b>
<b>EXCESS (DEFICIENCY)</b>	<b>(\$799,880)</b>	<b>(\$185,846)</b>	<b>(\$614,034)</b>

Mackenzie County  
63-Agriculture

	2023 Budget	2023 Actual Total	\$ Variance (Remaining)
<b>OPERATING REVENUES</b>			
420-Sales of goods and services	\$6,700	\$9,513	(\$2,813)
560-Rental and lease revenue	\$29,178	\$23,626	\$5,552
840-Provincial grants	\$176,247	\$0	\$176,247
909-Other Sources -Grants	\$10,500	\$18,100	(\$7,600)
930-Contribution from Operating Reserves	\$56,939	\$0	\$56,939
<b>TOTAL REVENUE</b>	<b>\$279,564</b>	<b>\$51,239</b>	<b>\$228,325</b>
<b>Excluding Requisitions</b>	<b>\$279,564</b>	<b>\$51,239</b>	<b>\$228,325</b>
<b>OPERATING EXPENSES</b>			
110-Wages and salaries	\$361,204	\$163,137	\$198,067
132-Benefits	\$69,161	\$33,289	\$35,872
136-WCB contributions	\$4,046	\$564	\$3,482
211-Travel and subsistence	\$12,840	\$1,412	\$11,428
212-Promotional expense	\$2,000	\$115	\$1,885
214-Memberships & conference fees	\$5,495	\$1,219	\$4,276
215-Freight			\$0
216-Postage		\$0	\$0
217-Telephone	\$2,220	\$1,022	\$1,198
221-Advertising	\$500	\$250	\$250
232-Legal fee			\$0
233-Engineering consulting	\$20,000	\$0	\$20,000
235-Professional fee	\$79,000	\$73,864	\$5,136
239-Training and education	\$1,450	\$20	\$1,430
242-Computer programming	\$9,000		\$9,000
252-Repair & maintenance - buildings	\$500		\$500
253-Repair & maintenance - equipment	\$10,000	\$438	\$9,562
255-Repair & maintenance - vehicles	\$8,000	\$943	\$7,057
258-Contracted Services		\$0	\$0
259-Repair & maintenance - structural	\$276,500	\$59,138	\$217,362
260-Roadside Mowing & Spraying	\$462,494	\$32,827	\$429,667
263-Rental - vehicle and equipment	\$4,000	\$0	\$4,000
271-Licenses and permits		\$84	(\$84)
272-Damage claims		\$12,500	(\$12,500)
274-Insurance	\$17,031	\$15,712	\$1,319
511-Goods and supplies	\$150,240	\$2,306	\$147,935
521-Fuel and oil	\$24,007	\$3,468	\$20,539
531-Chemicals and salt	\$75,000	\$73,593	\$1,407
994-Change in Inventory		\$0	\$0
735-Grants to other organizations	\$155,000	\$108,391	\$46,609
763/764-Contributed to Reserve	\$500,000		\$500,000
Non-TCA projects	\$59,039	\$3,865	\$55,174
DRP Expenses			
<b>TOTAL EXPENSES</b>	<b>\$2,308,727</b>	<b>\$588,158</b>	<b>\$1,720,569</b>
<b>Excluding Requisitions</b>	<b>\$2,308,727</b>	<b>\$588,158</b>	<b>\$1,720,569</b>
<b>995-Amortization of TCA</b>	<b>\$40,206</b>	<b>\$0</b>	<b>\$40,206</b>
<b>TOTAL EXPENSES</b>	<b>\$2,348,933</b>	<b>\$588,158</b>	<b>\$1,760,775</b>
<b>EXCESS (DEFICIENCY)</b>	<b>(\$2,069,369)</b>	<b>(\$536,919)</b>	<b>(\$1,532,450)</b>



## Mackenzie County

	2023 Budget	2023 Actual Total	\$ Variance (Remaining)
<b>66-Subdivision</b>			
<b>OPERATING REVENUES</b>			
424-Sale of land	\$10,000		\$10,000
522-Municipal reserve revenue	\$80,000	(\$34,893)	\$114,893
525-Subdivision fees	\$125,000	\$40,758	\$84,243
597-Other revenue			\$0
<b>TOTAL REVENUE</b>	<b>\$215,000</b>	<b>\$5,865</b>	<b>\$209,136</b>
<b>Excluding Requisitions</b>	<b>\$215,000</b>	<b>\$5,865</b>	<b>\$209,136</b>
<b>OPERATING EXPENSES</b>			
110-Wages and salaries	\$259,130	\$136,261	\$122,869
132-Benefits	\$52,213	\$29,686	\$22,527
136-WCB contributions	\$2,879	\$405	\$2,474
211-Travel and subsistence	\$2,000	\$184	\$1,816
214-Memberships & conference	\$1,225	\$725	\$500
215-Freight		\$0	\$0
216-Postage	\$2,000	\$0	\$2,000
217-Telephone	\$960	\$171	\$789
233-Engineering consulting	\$30,000	\$0	\$30,000
235-Professional fee	\$25,000	\$4,325	\$20,675
239-Training and education	\$2,000	\$753	\$1,247
263-Rental - vehicle and equipment	\$5,400	\$2,700	\$2,700
511-Goods and supplies	\$4,000	\$47	\$3,953
763/764-Contributed to Reserve	\$80,000		\$80,000
DRP Expenses			
<b>TOTAL EXPENSES</b>	<b>\$466,807</b>	<b>\$175,258</b>	<b>\$291,549</b>
<b>Excluding Requisitions</b>	<b>\$466,807</b>	<b>\$175,258</b>	<b>\$291,549</b>
<b>TOTAL EXPENSES</b>	<b>\$466,807</b>	<b>\$175,258</b>	<b>\$291,549</b>
<b>EXCESS (DEFICIENCY)</b>	<b>(\$251,807)</b>	<b>(\$169,393)</b>	<b>(\$82,414)</b>

Mackenzie County  
71-Recreation Department

	2023 Budget	2023 Actual Total	\$ Variance (Remaining)
<b>OPERATING REVENUES</b>			
930-Contribution from Operating Reserves	\$17,212	\$0	\$17,212
940-Contribution from Capital Reserves	\$26,444	\$0	\$26,444
<b>TOTAL REVENUE</b>	<b>\$43,656</b>	<b>\$0</b>	<b>\$33,356</b>
<b>Excluding Requisitions</b>	<b>\$43,656</b>	<b>\$0</b>	<b>\$33,356</b>
<b>OPERATING EXPENSES</b>			
252-Repair & maintenance - buildings			\$0
274-Insurance	\$91,102	\$54,678	\$36,424
511-Goods and supplies		\$0	\$0
544-Electrical power		\$0	\$0
735-Grants to other organizations	\$1,079,252	\$640,665	\$438,587
763/764-Contributed to Reserve	\$60,000		\$60,000
831-Interest - long term debt		(\$949)	\$949
832-Principle - Long term debt		\$0	\$0
Non-TCA projects	\$51,570	\$14,756	\$36,814
DRP Expenses			
<b>TOTAL EXPENSES</b>	<b>\$1,281,924</b>	<b>\$709,150</b>	<b>\$572,774</b>
<b>Excluding Requisitions</b>	<b>\$1,281,924</b>	<b>\$709,150</b>	<b>\$572,774</b>
995-Amortization of TCA	\$644,710	\$0	\$644,710
<b>TOTAL EXPENSES</b>	<b>\$1,926,634</b>	<b>\$709,150</b>	<b>\$1,217,484</b>
<b>EXCESS (DEFICIENCY)</b>	<b>(\$1,882,978)</b>	<b>(\$709,150)</b>	<b>(\$1,184,128)</b>

Mackenzie County  
72-Parks Playgrounds

	2023 Budget	2023 Actual Total	\$ Variance (Remaining)
<b>OPERATING REVENUES</b>			
420-Sales of goods and services	\$73,560	\$10,204	\$63,356
930-Contribution from Operating Reserves	\$6,000	\$0	\$6,000
940-Contribution from Capital Reserves	\$30,000		\$30,000
<b>TOTAL REVENUE</b>	<b>\$109,560</b>	<b>\$10,204</b>	<b>\$99,356</b>
<b>Excluding Requisitions</b>	<b>\$109,560</b>	<b>\$10,204</b>	<b>\$99,356</b>
<b>OPERATING EXPENSES</b>			
110-Wages and salaries	\$98,922	\$55,513	\$43,409
132-Benefits	\$14,923	\$9,656	\$5,267
136-WCB contributions	\$1,108	\$154	\$954
211-Travel and subsistence	\$2,400	\$501	\$1,899
214-Memberships & conference fees	\$1,720	\$245	\$1,475
215-Freight	\$1,100	\$15	\$1,085
217-Telephone	\$1,000	\$535	\$465
221-Advertising	\$400	\$0	\$400
233-Engineering consulting	\$20,000	\$9,279	\$10,721
235-Professional fee	\$100		\$100
239-Training and education	\$2,400	\$1,200	\$1,200
252-Repair & maintenance - buildings	\$8,000	\$0	\$8,000
253-Repair & maintenance - equipment	\$19,000	\$177	\$18,823
255-Repair & maintenance - vehicles	\$12,000	\$3,348	\$8,652
258-Contracted Services	\$92,700	\$15,930	\$76,770
259-Repair & maintenance - structural	\$85,800	\$6,541	\$79,259
263-Rental - vehicle and equipment			\$0
266-Communications	\$1,000	\$0	\$1,000
271-Licenses and permits	\$4,000	\$627	\$3,373
272-Damage claims		\$0	\$0
274-Insurance	\$4,018	\$2,496	\$1,522
511-Goods and supplies	\$33,300	\$11,090	\$22,210
521-Fuel and oil	\$2,606	\$0	\$2,606
534-Gravel (apply; supply and apply)			\$0
994-Change in Inventory		\$0	\$0
543-Natural gas	\$984	\$323	\$661
544-Electrical power	\$2,946	\$253	\$2,693
763/764-Contributed to Reserve	\$50,000		\$50,000
Non-TCA projects	\$36,000	\$0	\$36,000
DRP Expenses			
<b>TOTAL EXPENSES</b>	<b>\$496,427</b>	<b>\$117,883</b>	<b>\$378,544</b>
<b>Excluding Requisitions</b>	<b>\$496,427</b>	<b>\$117,883</b>	<b>\$378,544</b>
<b>995-Amortization of TCA</b>	<b>\$113,327</b>	<b>\$0</b>	<b>\$113,327</b>
<b>TOTAL EXPENSES</b>	<b>\$609,754</b>	<b>\$117,883</b>	<b>\$491,871</b>
<b>EXCESS (DEFICIENCY)</b>	<b>(\$500,194)</b>	<b>(\$107,679)</b>	<b>(\$392,515)</b>

## Mackenzie County

	73-Tourism 2023 Budget	2023 Actual Total	\$ Variance (Remaining)
<b>OPERATING REVENUES</b>			
<b>OPERATING EXPENSES</b>			
212-Promotional expense	\$11,000	\$4,365	\$6,636
214-Memberships & conference	\$12,500	\$12,500	\$0
221-Advertising	\$5,000	\$8,775	(\$3,775)
DRP Expenses			
<b>TOTAL EXPENSES</b>	<b>\$28,500</b>	<b>\$25,640</b>	<b>\$2,861</b>
<b>Excluding Requisitions</b>	<b>\$28,500</b>	<b>\$25,640</b>	<b>\$2,861</b>
<b>TOTAL EXPENSES</b>	<b>\$28,500</b>	<b>\$25,640</b>	<b>\$2,861</b>
<b>EXCESS (DEFICIENCY)</b>	<b>(\$28,500)</b>	<b>(\$25,640)</b>	<b>(\$2,861)</b>

Mackenzie County  
74-Library Services

	2023 Budget	2023 Actual Total	\$ Variance (Remaining)
<b>OPERATING REVENUES</b>			
940-Contribution from Capital Reserves	\$20,000		\$20,000
<b>TOTAL REVENUE</b>	<b>\$20,000</b>	<b>\$0</b>	<b>\$20,000</b>
<b>Excluding Requisitions</b>	<b>\$20,000</b>	<b>\$0</b>	<b>\$20,000</b>
<b>OPERATING EXPENSES</b>			
274-Insurance	\$3,653	\$3,176	\$477
735-Grants to other organizations	\$262,082	\$130,576	\$131,506
Non-TCA projects	\$20,000		\$20,000
DRP Expenses			
<b>TOTAL EXPENSES</b>	<b>\$285,735</b>	<b>\$133,752</b>	<b>\$151,983</b>
<b>Excluding Requisitions</b>	<b>\$285,735</b>	<b>\$133,752</b>	<b>\$151,983</b>
<b>TOTAL EXPENSES</b>	<b>\$285,735</b>	<b>\$133,752</b>	<b>\$151,983</b>
<b>EXCESS (DEFICIENCY)</b>	<b>(\$265,735)</b>	<b>(\$133,752)</b>	<b>(\$131,983)</b>

Mackenzie County

85-Requisitions

2023

2023 Actual

\$ Variance

Budget Total (Remaining)

**OPERATING REVENUES**

**OPERATING EXPENSES**

747-School requisition	\$6,379,443	\$1,607,699	\$4,771,744
750-Lodge requisition		\$561	(\$561)
760-Designated Ind. DRP Expenses	\$73,830	\$0	\$73,830
<b>TOTAL EXPENSES</b>	<b>\$6,453,273</b>	<b>\$1,608,260</b>	<b>\$4,845,013</b>

<b>TOTAL EXPENSES</b>	<b>\$6,453,273</b>	<b>\$1,608,260</b>	<b>\$4,845,013</b>
<b>EXCESS (DEFICIENCY)</b>	<b>(\$6,453,273)</b>	<b>(\$1,608,260)</b>	<b>(\$4,845,013)</b>

## Investment Report for Period Ending June 30, 2023

### Reconciled Bank Balance on June 30, 2023

Reconciled Bank Balance 30-Jun-23 \$ 29,897,328

### Investment Values on June 30, 2023

Short term T-Bill (1044265-26)	\$	263,255.00
Long term investments (EM0-0374-A)	\$	9,024,899.19
Short term notice on amount 31 days	\$	6,465,915.48
Short term notice on amount 31 days (Mitigation)	\$	1,638,197.80
Short term notice on amount 60 days	\$	4,206,168.58
90 Day Non Redeemable GIC	\$	4,145,095.79
90 Day Non-Redeemable GIC - HL AG	\$	-
Vision Credit Union - 2 year	\$	2,197,694.07

**Total Investments** **\$ 27,941,226**

**Total Bank Balance and Investments** **\$ 57,838,554**

These balances include  
'market value changes'.

### Revenues

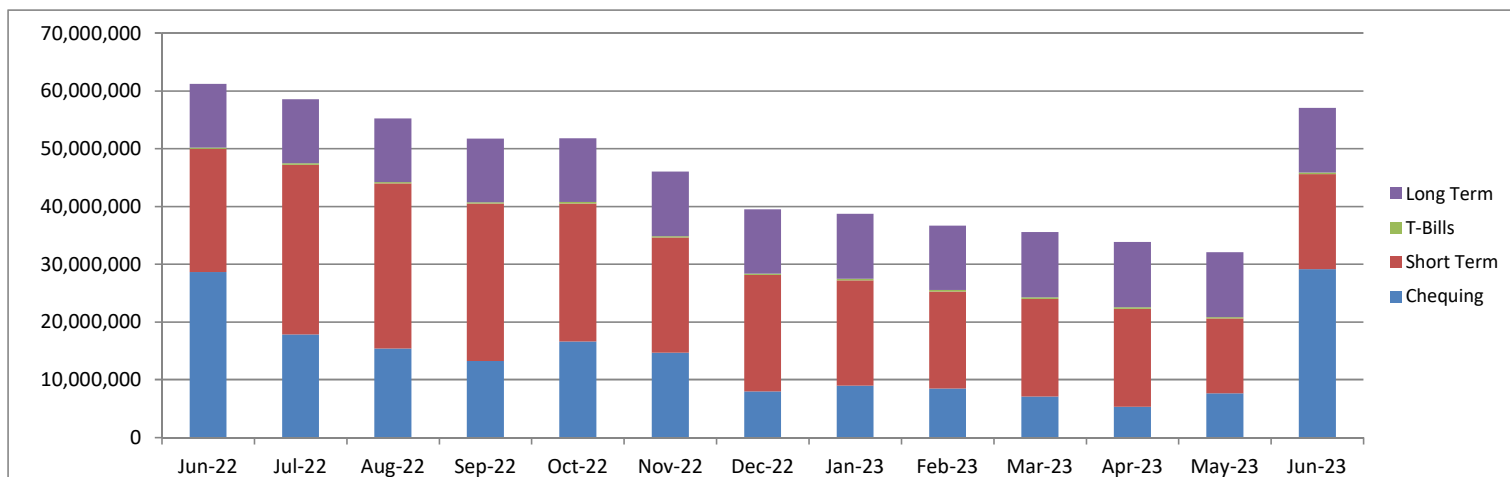
Interest received from investments  
Interest accrued from investments but not received.

Total YTD	Short Term YTD	Long Term YTD
\$ 316,665.94	\$ 220,827.44	\$ 95,838.50
\$ 221,491.39	\$ -	\$ 221,491.39
<b>\$ 538,157.33</b>	<b>\$ 220,827.44</b>	<b>\$ 317,329.89</b>

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

\$ 220,619.12	\$ 220,619.12	
<b>\$ 758,776.45</b>	<b>\$ 441,446.56</b>	<b>\$ 317,329.89</b>
\$ (11,748.65)		\$ (11,748.65)
<b>\$ 747,027.80</b>	<b>\$ 441,446.56</b>	<b>\$ 305,581.24</b>

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



MACKENZIE COUNTY

ONE TIME Projects CARRIED FORWARD TO 2023

Project Description	TOTAL PROJECT BUDGET	2023 BUDGET	TOTAL COSTS	2023 COSTS	2023 REMAINING BUDGET	TENDERED Y/N - Closing Date	ANTICIPATED ARRIVAL/ COMPLETION	PROJECT NOTES
<b>Director of Community Services</b>								
<b>(12) - Administration Department</b>								
FRIAA FFP22-28, FFP22-29	179,550	179,550	178,250	178,250	1,300			Complete
<i>Total department 12</i>	<b>179,550</b>	<b>179,550</b>	<b>178,250</b>	<b>178,250</b>	<b>1,300</b>			
<b>(23) - Fire Department</b>								
FV - Fire Dept Training Props (2018)	30,000	30,000	-	-	30,000		2024	Applied for and awaiting FCC AgriSpirit Grant Fund - Fall 2023
<i>Total department 23</i>	<b>30,000</b>	<b>30,000</b>	<b>-</b>	<b>-</b>	<b>30,000</b>			
<b>(43) - Solid Waste Disposal</b>								
Waste Recepticals - Household (2022)	30,000	30,000	-	-	30,000			Purchased and delivered to residents - Invoice processed in July
<i>Total department 43</i>	<b>30,000</b>	<b>30,000</b>	<b>-</b>	<b>-</b>	<b>30,000</b>			
<b>(71) - Recreation</b>								
FV - Emergent Repairs Boiler 2 (2023)	14,776	14,776	14,756	14,756	20			
FV - Compressor Repair (2023)	16,144	16,144	-	-	16,144			
LC - Hot Water Tank Replacement (2023)	10,300	10,300	-	-	10,300			
ZA - Community Hall Kitchen Connection(2023)	10,350	10,350	-	-	10,350			
<i>Total department 71</i>	<b>51,570</b>	<b>51,570</b>	<b>14,756</b>	<b>14,756</b>	<b>36,814</b>			
<b>(72) - Parks</b>								
LC Walking Trail (2018)	6,000	6,000	-	-	6,000			Jubilee Park walking trail work complete
FV Fishing Opportunities (MARA, Tompkins Twin Ponds) (2023)	30,000	30,000	-	-	30,000			Both ponds stocked & aerators ordered
<i>Total department 72</i>	<b>36,000</b>	<b>36,000</b>	<b>-</b>	<b>-</b>	<b>36,000</b>			
<b>Director of Planning &amp; Agriculture</b>								
<b>(61) - Planning &amp; Development Department</b>								
Municipal Development Plan	305,000	9,233	297,345	1,578	7,655			In progress, amendments sent to consultant
LC - Atlas Landing Dispositions (2022)	45,000	21,690	27,708	4,398	17,292			Progressing, waiting for final approvals
La Crete Area Structure Plan (2022)	150,000	150,000	-	-	150,000	Fall 2023		RFP for Fall 2023
<i>Total department 61</i>	<b>500,000</b>	<b>180,923</b>	<b>325,053</b>	<b>5,976</b>	<b>174,947</b>			
<b>(63) - Agricultural Services Department</b>								
Irrigation District Feasibility Study	30,000	30,000	-	-	30,000			
2023 Mackenzie Agricultural Fair & Tradeshow	29,039	29,039	3,865	3,865	25,174			External society, ASB to provide breakfast out of operating budget
<i>Total department 63</i>	<b>59,039</b>	<b>59,039</b>	<b>3,865</b>	<b>3,865</b>	<b>55,174</b>			



MACKENZIE COUNTY

ONE TIME Projects CARRIED FORWARD TO 2023

Project Description	TOTAL PROJECT BUDGET	2023 BUDGET	TOTAL COSTS	2023 COSTS	2023 REMAINING BUDGET	TENDERED Y/N - Closing Date	ANTICIPATED ARRIVAL/ COMPLETION	PROJECT NOTES
<b>Director of Projects &amp; Infrastructure</b>								
<b>(12) - Administration Department</b>								
FV - Asset Management (2021)	125,000	96,301	28,699	-	96,301			Rural Road Study complete
Recreational Dispositions	125,000	125,000	60,013	60,013	64,988			Several dispositions obtained, work proceeding well
Outdoor Recreation and Tourism Plan (2023)	114,100	114,100	12,250	12,250	101,850			Phase 1 nearly complete
<i>Total department 12</i>	<b>364,100</b>	<b>335,401</b>	<b>100,961</b>	<b>72,263</b>	<b>263,139</b>			
<b>(33) - Airport</b>								
Airport Master Plan (CF 2016)	90,000	47,707	59,329	17,036	30,671			Project started, awaiting surveying
<i>Total department 33</i>	<b>90,000</b>	<b>47,707</b>	<b>59,329</b>	<b>17,036</b>	<b>30,671</b>			
<b>(61) - Planning &amp; Development Department</b>								
LC - Storm Water Plan (2022)	151,000	151,000	-	-	151,000			RFP being drafted, tender this fall
<i>Total department 61</i>	<b>151,000</b>	<b>151,000</b>	<b>-</b>	<b>-</b>	<b>151,000</b>			
<b>Director of Utilities</b>								
<b>(41) - Water</b>								
LC -La Crete Future Water Supply Concept (2018)	200,000	190,910	14,790	5,700	185,210		October 31, 2023	Waiting for first draft of report for review in August.
Water Diversion License Review	55,000	16,932	42,738	4,669	12,262		June 1, 2024	Waiting for Permanent License review by AEP.
<i>Total department 41</i>	<b>255,000</b>	<b>207,842</b>	<b>57,528</b>	<b>10,369</b>	<b>197,473</b>			
<b>Manager of Legislative &amp; Support Services</b>								
<b>(74) - Library</b>								
LC Library - Building Extension Engineering	20,000	20,000	-	-	20,000			No updates
<i>Total department 74</i>	<b>20,000</b>	<b>20,000</b>	<b>-</b>	<b>-</b>	<b>20,000</b>			
<b>TOTAL 2022 ONE TIME Projects</b>	<b>1,766,259</b>	<b>1,329,032</b>	<b>739,742</b>	<b>302,515</b>	<b>1,026,517</b>			
<b>2022 Contingent on Grant Funding</b>								
Bridge Maintenance (7 bridges)	250,000							
<b>2022 Contingent on Grant Funding- Total</b>	<b>250,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0</b>			

MACKENZIE COUNTY

TCA Projects CARRIED FORWARD TO 2023

Project Description	TOTAL PROJECT BUDGET	2023 BUDGET	TOTAL COSTS	2023 COSTS	2023 REMAINING BUDGET	TENDERED Y/N - Closing Date	ANTICIPATED ARRIVAL /COMPLETION	PROJECT NOTES
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**Director of Community Services**

**(23) - Fire Department**

FV - Training Facility (2017)	20,000	1,733	18,267	-	1,733			Applied for and awaiting FCC AgriSpirit Grant Fund - Fall 2023
LC - Training Grounds (2022)	33,000	2,562	30,438	-	2,562			Complete
AFRRCs Radios	181,650	181,650	-	-	181,650			Radios are purchased - awaiting Programing
LC - Thermal Imaging search and rescue / drone	10,000	10,000	-	-	10,000			Seeking quotes
Vacant Lot Purchase 10165-100 Ave (2023)	310,000	310,000	920	920	309,080			Awaiting land titles, and final payment
<b>Total department 23</b>	<b>554,650</b>	<b>505,945</b>	<b>49,625</b>	<b>920</b>	<b>505,025</b>			

**(71) - Recreation**

FV - Outdoor Rink Repairs (2020)	14,000	14,000	-	-	14,000			
FV - Purchase Outhouses for Rodeo Grounds (2020)	10,000	3,675	6,325	-	3,675			Complete
LC - Northern Lights Recreation Center New Arena (2021)	6,632,288	361,110	6,271,178	-	361,110			Fundraising ongoing
FV - Main lobby epoxy floor (2022)	8,400	8,400	-	-	8,400		Fall 2023	
FV - Roof leak exploration and repair (2022)	15,000	15,000	-	-	15,000		Fall 2023	In Progress
FV - Boiler Replacement (2023)	13,474	13,474	13,474	13,474	0			Complete
LC - Wheel Chair Lift Project (2023)	96,000	96,000	-	-	96,000			Construction started
<b>Total department 71</b>	<b>6,789,162</b>	<b>511,659</b>	<b>6,290,976</b>	<b>13,474</b>	<b>498,185</b>			

**(72) - Parks & Playgrounds Department**

Hutch Lake Campground Improvements (2017)	112,000	2,228	109,942	170	2,058		Fall 2023	Funding to be amalgamated with 6-72-30-41
Vanguard Subdivision Playground Equipment (2019)	30,000	580	29,420	-	580			Complete
Wadlin Lake Dock Piling Improvements - Firewood Compound (2019)	13,000	10,045	2,955	-	10,045		Fall 2023	Awaiting Quotes - May combine with 6-72-30-40
FV - Streetscape (2017)	150,000	111,641	50,359	12,000	99,641			Project Development
Streetscape - La Crete (2020)	75,000	54,291	20,709	-	54,291			Project Development
New Hamlet Park (Jannelles Park LC) (2021)	38,000	8,685	29,315	-	8,685			Public Consultation is requested - Public meeting end of August.
Water Line Extension at Jubilee Park (2021)	17,955	17,955	-	-	17,955		Fall 2023	Water line is completed. Awaiting finishing tap and meter.
FV - Streetscape Second dock project (2021)	25,394	15,365	10,029	-	15,365		Fall 2023	Contractors have been engaged.
Wadlin Lake Campground - Major Improvements (2022)	50,000	16,559	35,078	1,638	14,922			Awaiting Quotes - May combine with 6-72-30-30
Hutch Lake Campground - Major Improvements (2022)	50,000	50,000	1,386	1,386	48,614		Fall 2023	Funding to be amalgamated with 6-72-30-14
Bridge Campground - Major Improvements (2022)	100,000	100,000	210	210	99,790			Public Consultation is requested - Public meeting Fall 2023.
Hamlet Park Development (2022)	50,000	50,000	-	-	50,000			Project Development
Jannelles Park Development - Cost Share	-	-	-	-	-			Public Consultation is requested - Public meeting end of August.
<b>Total department 72</b>	<b>711,349</b>	<b>437,348</b>	<b>289,404</b>	<b>15,403</b>	<b>421,945</b>			

**Director of Finance**

**(12) - Administration**

FV - Flood Mitigation (2021)	16,001,347	4,158,618	12,409,070	566,340	3,592,277	N/A	2024-2025	Phase 2 construction complete - awaiting subdivision to be registered. Relocations to begin August 2023. Phase 3 construction continues.
FV-Interim Housing Project (2022)	500,000	122,373	380,722	3,095	119,278	N/A	2024	Ongoing - reviewing land options
<b>Total department 12</b>	<b>16,501,347</b>	<b>4,280,991</b>	<b>12,789,791</b>	<b>569,435</b>	<b>3,711,556</b>			

MACKENZIE COUNTY

TCA Projects CARRIED FORWARD TO 2023

Project Description	TOTAL PROJECT BUDGET	2023 BUDGET	TOTAL COSTS	2023 COSTS	2023 REMAINING BUDGET	TENDERED Y/N - Closing Date	ANTICIPATED ARRIVAL /COMPLETION	PROJECT NOTES
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**Director of Planning & Agriculture**

(12) - Administration

LC - 100 Street Plan (2020)	65,000	45,457	24,184	4,641	40,817			All agreements have been signed, we are waiting for final down payments.
PLS 140031-South of High Level Lands (2023)	1,313,858	1,313,858	-	-	1,313,858			In progress, negotiating with AT
<b>Total department 12</b>	<b>1,378,858</b>	<b>1,359,315</b>	<b>24,184</b>	<b>4,641</b>	<b>1,354,675</b>			

(61) - Planning & Development

GIS Computer (2022)	7,500	7,500	-	-	7,500			IT is to order the computer
<b>Total department 61</b>	<b>7,500</b>	<b>7,500</b>	<b>-</b>	<b>-</b>	<b>7,500</b>			

**Director of Projects & Infrastructure**

(12) - Administration

Land Purchase - South of High Level (2022)	25,000	25,000	1,100	1,100	23,900			
<b>Total department 12</b>	<b>25,000</b>	<b>25,000</b>	<b>1,100</b>	<b>1,100</b>	<b>23,900</b>			

(32) - Transportation Department

Gravel Reserve (CF 2014)	150,000	17,714	132,286	-	17,714			
LC - 9 Street Lights - 94 Ave 106 St to Pioneer Drive (2019)	75,000	75,000	69,959	69,959	5,041		2023	Project delayed
LC - 109 Avenue Widening (2021)	45,000	12,537	32,463	-	12,537			Scope of work complete
BF 78209 NW 17 105 14 W5M - Teepee Creek (2022)	550,000	538,504	17,673	6,177	532,327			Drafting tender
288m asphalt upgrade 91 st (2022)	130,000	130,000	-	-	130,000		completion fall 2023	Road base complete
BF 81124 (2022)	500,000	498,070	36,292	34,362	463,708	Y	completion fall 2023	Tender award awaiting contract signing
98 street/98 avenue Asphalt (2023)	900,000	900,000	-	-	900,000			Not enough interest at this time for this project
113 Street Asphalt - North Rgd RD 154/155 - ENGINEERING ONLY (2023)	50,000	50,000	-	-	50,000			
109 Ave traffic lights (2023)	404,000	404,000	-	-	404,000	Y	completion Nov 15/23	currently tendering
Bridge File 76278 Engineering (2023)	50,000	50,000	-	-	50,000			Engineering underway
Bridge File 78209 Engineering (2023)	50,000	50,000	-	-	50,000			Engineering underway
Bridge File 81336 Engineering (2023)	40,000	40,000	-	-	40,000			Engineering underway
Bridge Maintenance (2023)	380,000	380,000	56,995	56,995	323,005			Engineering underway
LC - 101 St/109 Ave Intersection Upgrade (2023)	257,000	257,000	265	265	256,735	Y		Currently tendering
Asphalt Paving 105 Avenue (2023)	52,944	52,944	-	-	52,944			Project complete
<b>Total department 32</b>	<b>3,633,944</b>	<b>3,455,769</b>	<b>345,932</b>	<b>167,758</b>	<b>3,288,012</b>			

(33) - Airports

FV -Airport - Lighting Upgrade (2022)	260,000	41,922	218,078	-	41,922			
LC - Heated Airport Storage Shed - Incl PW Storage Shed (2023)	170,000	170,000	1,500	1,500	168,500		completion 2023	Contracts signed
<b>Total department 33</b>	<b>430,000</b>	<b>211,922</b>	<b>219,578</b>	<b>1,500</b>	<b>210,422</b>			

(41) - Water Treatment & Distribution Department

LC-North Sanitary Trunk Sewer (2021)	280,000	82,927	201,918	4,845	78,082		completion 2025	Trunk main design complete/lift station near completion/looking at AMWWP funding
<b>Total department 41</b>	<b>280,000</b>	<b>82,927</b>	<b>201,918</b>	<b>4,845</b>	<b>78,082</b>			

(42) - Sewer Disposal Department

LC - North Storm-Pond A (2021)	1,520,000	133,771	1,386,229	-	133,771		completion fall 2023	Construction complete - awaiting invoicing
<b>Total department 42</b>	<b>1,520,000</b>	<b>133,771</b>	<b>1,386,229</b>	<b>-</b>	<b>133,771</b>			

MACKENZIE COUNTY

TCA Projects CARRIED FORWARD TO 2023

Project Description	TOTAL PROJECT BUDGET	2023 BUDGET	TOTAL COSTS	2023 COSTS	2023 REMAINING BUDGET	TENDERED Y/N - Closing Date	ANTICIPATED ARRIVAL /COMPLETION	PROJECT NOTES
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**Manager of Operations**

**(32) - Transportation Department**

OR01 New Road Infrastructure Endeavour to Assist (2020)	1,605,615	500,000	1,114,100	8,485	491,515			Ongoing
30 m Right of way for road widening - various locations (2021)	200,000	104,870	97,966	2,836	102,034			Ongoing
Rebuild TWP Rd 1044 (1 mile) (2021)	300,000	220,428	79,572	-	220,428			99% Complete
Washout & Culvert Upgrades (2021)	852,000	447,417	404,583	-	447,417			Ongoing
TWP RD 1050 (27 baseline) 2 miles (2022)	700,000	686,819	28,181	15,000	671,819			NRB to commence work in August
Zama Pavement Repair (2022)	1,000,000	872,928	127,072	-	872,928			Project complete. Will require maintenance in the future.
Range Road 154 - In 108-15 (2022)	350,000	350,000	3,131	3,131	346,869			Complete - awaiting invoicing
Rebuild 2 miles Heliport Road (Twp 1102 - Rge Rd 184-190) (2022)	250,000	232,700	17,300	-	232,700			Complete - awaiting invoicing
Machesis Lake - Road Rebuild and section Repairs (2022)	100,000	100,000	-	-	100,000			Work will commence in 2-ish weeks
Rebuild Fox Lake Road (2 miles) - spot repair (2022)	85,000	77,866	7,134	-	77,866			Work will commence in the coming weeks
Rebuild Rge Rd 155 (2022)	1,100,000	127,326	982,835	10,161	117,165			95% Complete - awaiting invoicing
Twp 1092 - repack, gravel, oil (2023)	100,000	100,000	-	-	100,000			50% Complete - awaiting invoicing
Buffalo Head Prairie/Blue Hills Road Rebuild (2023)	250,000	250,000	4,379	4,379	245,621			Ongoing
Angle Road HL South - Rebuild (2023)	250,000	250,000	708	708	249,292			95% Complete, guard rail install and brush burning in November
Lambert Point Intersection TWP 1085 RR 122 (2023)	60,000	60,000	-	-	60,000			50% Complete. Will complete this week weather permitting
Culvert Erosion Repair TWP 1090 - RR 150 (2023)	125,000	125,000	-	-	125,000			Complete - awaiting invoicing
<b>Total department 32</b>	<b>7,327,615</b>	<b>4,505,354</b>	<b>2,866,960</b>	<b>44,699</b>	<b>4,460,655</b>			

**Director of Utilities**

**(41) - Water Treatment & Distribution Department**

LC - Well Number 4 (2016)	1,348,966	722,257	635,709	9,000	713,257		December 31, 2023	Going through the deficiency items right now. Contractors to complete in August.
ZA - Water Treatment Plant Upgrading (2017)	1,153,569	168,116	1,013,437	27,984	140,132		December 31, 2023	Complete except for a few deficiency items with a unknown ETA right now.
FV - Frozen Water Services Repairs (River Road) (2015)	280,700	20,443	260,257	-	20,443			
LC - Waterline Bluehills (2015)	833,250	690,722	142,528	-	690,722		N/A	Have add preliminary discussion with engineers on grant funding.
FV - Rural Water Supply North of the Peace River (2018)	420,000	166,251	253,749	-	166,251		N/A	Have add preliminary discussion with engineers on grant funding.
Water Point Building Replacements (BHP) (2023)	31,900	31,900	13,111	13,111	18,789		October 31, 2023	Building is finished . Just need to put it in place and bring online.
FV - Water Treatment Plant - Clarifiers Valves (2023)	83,800	83,800	-	-	83,800		December 31, 2023	Valves have arrived in July. Need to schedule with Ranwal for install.
WIP Scada Upgrade Zama (2023)	65,000	65,000	26,015	26,015	38,985		September 31, 2023	New computer is programmed. Install in mid August then run a test phase.
<b>Total department 41</b>	<b>4,217,185</b>	<b>1,948,489</b>	<b>2,344,808</b>	<b>76,111</b>	<b>1,872,377</b>			

**(42) - Sewer Disposal Department**

FV - Sewer Upgrades (2022)	1,226,000	1,218,382	8,551	933	1,217,449		N/A	Looking at items to use these funds for.
<b>Total department 42</b>	<b>1,226,000</b>	<b>1,218,382</b>	<b>8,551</b>	<b>933</b>	<b>1,217,449</b>			

**Manager of Fleet Maintenance**

**(12) - Administration**

Truck/Vehicle - Office FV (2023)	35,000	35,000	34,973	34,973	27			Purchased
Truck/Vehicle - Office LC (2023)	35,000	35,000	34,973	34,973	27			Purchased
<b>Total department 12</b>	<b>70,000</b>	<b>70,000</b>	<b>69,946</b>	<b>69,946</b>	<b>55</b>			

**(32) - Transportation Department**

AWD 160M Graders X3 (2021)	1,714,101	1,714,101	-	-	1,714,101			Graders arrived, invoice processed in July
Truck - Director of Projects & Infrastructure, CAO, AG (2023)	189,000	189,000	185,498	185,498	3,502			Purchased
Sidewalk Sweeper - FV (2023)	71,400	71,400	-	-	71,400			
AWD 160M Graders X3 (2023)	2,103,759	2,103,759	-	-	2,103,759		2024	On order - anticipated arrival 2024
ZA - Vehicle Hoist (2023)	24,000	24,000	20,987	20,987	3,013			Complete

MACKENZIE COUNTY

TCA Projects CARRIED FORWARD TO 2023

Project Description	TOTAL PROJECT BUDGET	2023 BUDGET	TOTAL COSTS	2023 COSTS	2023 REMAINING BUDGET	TENDERED Y/N - Closing Date	ANTICIPATED ARRIVAL /COMPLETION	PROJECT NOTES
<i>Total department 32</i>	4,102,260	4,102,260	206,485	206,485	3,895,775			

(72) - Parks & Playgrounds Department

Mogul Master Trail Groomer (2022)	6,500	6,500	6,500	6,500	-			Complete
<i>Total department 72</i>	6,500	6,500	6,500	6,500	-			

**Manager of Legislative & Support Services**

(12) - Administration

LC - Photocopier (2023)	55,000	55,000	43,182	43,182	11,818			Completed - awaiting final invoice
LC - Dell Server (2023)	33,500	33,500	-	-	33,500			Comparing Vendors and Technology, as well as best pricing
<i>Total department 12</i>	88,500	88,500	43,182	43,182	45,318			

<b>TOTAL 2023 Capital Projects</b>	<b>48,869,870</b>	<b>22,951,632</b>	<b>27,145,169</b>	<b>1,226,931</b>	<b>21,724,701</b>			
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Contingent on Grant Funding

ZC - Access Pave (PH V) (CF 2014)	6,000,000	6,000,000	-	-	6,000,000			
ZA - Sewage Forcemain (2018)	1,085,000	1,085,000	-	-	1,085,000			
<b>Carry Forward Contingent on Grant Funding- Total</b>	<b>7,085,000</b>	<b>7,085,000</b>	<b>-</b>	<b>-</b>	<b>7,085,000</b>			<b>CONTINGENT</b>

2022 Contingent on Grant Funding

FV - New Hockey Boards and Glass with Protective Netting	199,500							Contingent on Grant Funding 50/50
FV - Fitness Centre Expansion	99,000							Contingent on Grant Funding 50/50
FV - Baseball Netting	75,000							Contingent on Grant Funding 50/50

2022 Contingent on Grant Funding- Total

	373,500							
<b>Total of Contingent Funding</b>	<b>7,458,500</b>	<b>7,085,000</b>	<b>-</b>	<b>-</b>	<b>7,085,000</b>			





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>August 16, 2023</b>
<b>Presented By:</b>	<b>Louise Flooren, Manager of Legislative &amp; Support Services</b>
<b>Title:</b>	<b>Councillor Expense Claims</b>

## **BACKGROUND / PROPOSAL:**

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

A copy of the following councillor Honorariums and Expense Claims will be presented at the meeting:

- June – Councillor Derksen
- July – All Councillors excluding Councillor Bateman

## **OPTIONS & BENEFITS:**

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

2023 Operating Budget

## **COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

## **POLICY REFERENCES:**

1272-22 Honorariums and Expense Reimbursement Bylaw

**Author:** T. Thompson      **Reviewed by:** L. Flooren      **CAO:** D. Derksen

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the Councillor Expense Claims for June and July 2023 be received for information.

**Author:** T. Thompson      **Reviewed by:** L. Flooren      **CAO:** D. Derksen





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>August 16, 2023</b>
<b>Presented By:</b>	<b>Louise Flooren, Manager of Legislative and Support Services</b>
<b>Title:</b>	<b>Members at Large Expense Claims</b>

**BACKGROUND / PROPOSAL:**

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

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

<b>Name</b>	<b>Board/Committee</b>	<b>Month</b>
<b>Erick Carter</b>	<b>Municipal Planning Commission</b>	<b>July</b>
<b>Tim Driedger</b>	<b>Municipal Planning Commission</b>	<b>July</b>
<b>Andrew O'Rourke</b>	<b>Municipal Planning Commission</b>	<b>July</b>

**OPTIONS & BENEFITS:**

N/A

**COSTS & SOURCE OF FUNDING:**

2023 Operating Budget.

**SUSTAINABILITY PLAN:**

N/A

**COMMUNICATION / PUBLIC PARTICIPATION:**

**Author:** T. Thompson      **Reviewed by:** L. Flooren      **CAO:** \_\_\_\_\_

N/A

**POLICY REFERENCES:**

Bylaw 1272-22- Honorariums and Expense Reimbursement Bylaw

**RECOMMENDED ACTION:**

Motion 1

Simple Majority       Requires 2/3       Requires Unanimous

That the Member at Large Expense Claims for July 2023 be received for information.

**Author:** T. Thompson      **Reviewed by:** L. Flooren      **CAO:** \_\_\_\_\_



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>August 16, 2023</b>
<b>Presented By:</b>	<b>Byron Peters, Deputy Chief Administrative Officer</b>
<b>Title:</b>	<b>1304-23 Noise Abatement Bylaw</b>

**BACKGROUND / PROPOSAL:**

Mackenzie County’s Noise Abatement Bylaw has provisions to prevent and compel the abatement of noise and nuisances within the County. Bylaw No. 590/06 was passed in 2006 and requires updating, not only in terminology but to reflect the diversity and needs of the hamlets.

The outdated nature of the current bylaw was highlighted when Telus began the fibre deployment in La Crete a few months ago. Telus is accommodating community needs, but these are not consistent with the current bylaw.

**OPTIONS & BENEFITS:**

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

**COSTS & SOURCE OF FUNDING:**

N/A

**COMMUNICATION / PUBLIC PARTICIPATION:**

Once passed municipal bylaws are made available on the Mackenzie County website.

**POLICY REFERENCES:**

N/A

**Author:** S Gibson      **Reviewed by:** B Peters      **CAO:** \_\_\_\_\_

**RECOMMENDED ACTION:**

Motion 1:

- Simple Majority       Requires 2/3       Requires Unanimous

That the first reading be given to Bylaw 1304-23, being the Noise Abatement Bylaw for Mackenzie County.

Motion 2:

- Simple Majority       Requires 2/3       Requires Unanimous

That the second reading be given to Bylaw 1304-23, being the Noise Abatement Bylaw for Mackenzie County.

Motion 3:

- Simple Majority       Requires 2/3       Requires Unanimous

That consideration be given to go to third and final reading of Bylaw 1304-23 being the Noise Abatement Bylaw for Mackenzie County at this meeting.

Motion 4:

- Simple Majority       Requires 2/3       Requires Unanimous

That the third and final reading be given to Bylaw 1304-23 being the Noise Abatement Bylaw for Mackenzie County.

**Author:** S Gibson      **Reviewed by:** B Peters      **CAO:** \_\_\_\_\_

BYLAW NO. ~~590/06~~ 1304-23

BEING A BYLAW OF  
~~THE MUNICIPAL DISTRICT OF MACKENZIE NO. 23~~  
MACKENZIE COUNTY,  
IN THE PROVINCE OF ALBERTA

~~PREVENTING AND COMPELLING~~ FOR THE CONTROL AND THE  
ABATEMENT OF NOISE

WHEREAS ~~Section 7 of~~ the Municipal Government Act, RSA 2000, Chapter M-26.1, 2000 and amendments thereto, of the Province of Alberta, provides that a Municipal Council of a municipality may pass bylaws for municipal purposes enact a Bylaw respecting the safety, health and welfare of people and the protection of people and property; and nuisances;

AND WHEREAS ~~it is deemed expedient by~~ the Council of Mackenzie County wishes the Municipal District No. 23 to pass a Bylaw preventing and compelling the abatement of noise and nuisances within Mackenzie County hamlet residential areas; ~~in the Municipal District.~~

NOW THEREFORE, the Council of Mackenzie County, ~~the Municipal District of Mackenzie No. 23~~ in the Province of Alberta, duly assembled, hereby enacts as follows:

**SECTION 1**

**1. NAME OF BYLAW**

This Bylaw be cited as the "The Noise Abatement Bylaw".

**SECTION 2**

**2. INTERPRETATION**

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

**SECTION 3**

**3. DEFINITIONS**

In this Bylaw:

- a) "Construction Noise" means any noise created by the process of demolishing or building any structure, or repair or improving a building that already exists, including landscaping, home repair,

property improvement and any work in connection with that process;

- b) "Designated Officer" means a designated officer as defined in the Municipal Government Act
- c) "Electronic Device" means any device or mechanism which is operated by the application of electric current, and without restricting the generality of the foregoing, includes any radio receiver, radio transmitter, record or tape player or device which reproduces recorded sound, television set, amplifier and loud speaker system, public address system, alarm, siren;
- d) "Engine Brake" means any device attached to the engine or engine exhaust of a vehicle with a primary purpose of retarding the vehicle's speed;
- e) "Hamlet" means the area contained within the boundaries of Fort Vermilion, La Crete, and Zama City in the Province of Alberta;
- f) "Holiday" means any day designated as a statutory holiday under the *Interpretation Act* (RSA 2000, as amended).
- g) "Industrial Equipment" means any device, machinery, apparatus or tool, whether manually, electronically or mechanically operated for the purpose of the construction or maintenance industry;
- ~~h) "Lessee" means any person, including his agent or any member of his family, who rents, or occupies property owned by another person or persons;~~
- h) "Mennonite Holiday" means all religious holidays that are not designated as statutory that are of significant importance to the Mennonite Community in the hamlet of La Crete:
  - I. Epiphany - January 6
  - II. Easter; Good Friday, Easter Monday & Tuesday
  - III. Ascension
  - IV. Pentecost
  - V. December 25, 26, 27
- ~~i) "Municipal District" means the area contained within the boundaries of the Municipal District of Mackenzie No. 23;~~
- i) "MGA" means Municipal Government Act, R.S.A. 200, c. M-26 and

amendments thereto;

- j) "Municipality" means Mackenzie County;
- k) ~~"Noise" means any sound which is, or is considered to be, sharp or piercing; or shrill or explosive; or unnecessarily loud; or intended to warn persons of danger or of emergency;~~
- l) "Noise" means any sound which either annoys or disturbs Persons, or which injures, endangers or detracts from the comfort, repose, health, peace or safety of Persons that is considered excessive within the boundaries of the hamlets of Mackenzie County.
- m) "Nuisance" means any act or deed, or omission, or thing, which is, or could reasonably be expected to be annoying, troublesome, destructive, harmful, inconvenient, or injurious to another person and/or his property;
- n) "Off-Highway Vehicle" means any motorized vehicle designated for cross country travel on land, water, snow, ice, marsh, swamp, or on other natural terrain;
- o) "Occupant" means any person occupying any property, whether he is the owner or lessee of such property or whether such person resides thereon or conducts a business thereon;
- p) "Owner" means a person having title to or legal possession of any property, or who possesses property under a purchase agreement;
- q) "Peace Officer" means a member of the Royal Canadian Mounted Police, a ~~Designated Officer~~ ~~Bylaw Officer~~, or a Special Constable pursuant to the Police Act of Alberta;
- r) "Quiet Hours" means period beginning at 11:00 pm and ending the following day at:
- Fort Vermilion
- i. 7:00 a.m. Monday to Saturday
  - ii. 9:00 a.m. Sunday or Statutory Holiday
- La Crete
- i. 7:00 a.m. Monday to Saturday
  - ii. 9:00 am. Sunday, or Mennonite Holiday, with "Quiet Hours" beginning at 7 p.m. the same day.

**Zama**

- i. 7:00 a.m. Monday to Saturday
- ii. 9:00 a.m. Sunday or Statutory Holiday

- s) "Property" means anything owned by any person, whether in whole or in part, and also includes real property;
- t) "Residential **Zone Districts**" means any land use **districts** that allows for residential development pursuant to the Land Use Bylaw;
- ~~b) "Real Property" means any land and/or buildings whether occupied or not;~~
- ~~e) "Special Permit" means any notice issued and signed by the Director of Emergency Services or his designate, and includes the terms and conditions stated therein;~~
- ~~d) "Violation Ticket" means a ticket referred to in the Provincial Offences Procedures Act, Violation Ticket Regulation.~~

**SECTION 4**

**4. REGULATIONS**

- ~~a) No person within the Municipal District shall cause, or allow to be caused, a nuisance or the creation of unreasonable noise by means of the operation of:
  - i) — any electronic device, or
  - ii) — an off-highway vehicle.~~
- ~~b) No person shall, within the residential districts of the Municipal District, between the hours of eleven (11) o'clock in the afternoon (p.m.) of one day and seven (7) o'clock in the forenoon (a.m.) of the next day, operate any:
  - i) — industrial equipment, or
  - ii) — off-highway vehicle, or
  - iii) — engine or motor powered device used for snow removal, gardening, landscaping or lawn maintenance.~~
- a) No persons within hamlet limits shall permit any loud, unnecessary or unusual noise whatsoever which either annoys, disturbs, injures, endangers or detracts from the comfort, repose, health, peace and



safety of other persons, nor allows property, real or personal which he owns, occupies or controls to be used in any manner that produces such noise during quiet hours.

b) No person shall, within a Hamlet residential zone district, operate an engine brake.

~~c) No occupant of any property within the Municipal District shall make, or cause to be made, or allow another person within or upon such property to make, or cause to be made, any unreasonable noise which may be a nuisance, and upon complaint by any person of such unreasonable noise, a Peace Officer may in addition to issuing any warning, or violation ticket, or laying any information with respect to an alleged breach of this Bylaw, order the occupant and any other person found therein to forthwith cease causing such noise and refrain from continuing said noise.~~

c) No person shall during quiet hours in a residential zone, make, cause to be made or permit any noise from, but not restricted to:

- Shouting or fighting
- Electronic devices
- Landscaping equipment
- Gardening equipment
- Snow removal equipment
- Mechanical tools and equipment
- Industrial Equipment
- Off Highway Vehicles

d) Every Peace Officer is hereby authorized to enter any lands or buildings or premises other than a dwelling house to inspect for conditions that may constitute a nuisance, or contravene or fail to comply with the provisions of this Bylaw and such Peace Officer may order the Owner or Occupant thereof to remedy any condition which is deemed to be in contravention of this Bylaw.

e) In any proceedings under this section, the following persons shall be deemed to be the occupants of any property upon which it has been alleged that an offence has been committed;

- i) person who,
- (1) resides therein, or
  - (2) claims to reside therein, or
  - (3) is a lessee with respect to such property, or
  - (4) has title to such property, or
  - (5) possesses said property under a purchase

agreement

ii) provided, however, that such person was present at the time of the alleged offence, or permitted other persons to use said property

f) No person shall carry on construction activities in a residential zone during Quiet Hours.

g) Nothing in this bylaw shall prevent the operation or carrying on of an industrial activity in an area that is zoned in the Land Use Bylaw as Industrial use. The person operating or carrying on the activity shall not make more noise than is necessary in the normal performing of the activity.

h) The provisions of this Bylaw do not apply to: the following while engaged in work of an emergent nature:

~~i) Employees or agents carrying out work authorized by the Municipal District or, County Operations or Utilities Departments~~

ii) RCMP

iii) Alberta Health Services

iv) Electric, gas and telephone utilities

~~v) Work carried out pursuant to a special permit or,~~

vi) Persons involved in generally accepted agricultural practices as defined in the Agricultural Operations Practices Act.

~~i) An affidavit, as set out in Schedule "A" of this Bylaw, purporting to be signed by the Landlord of the said property shall be admitted in evidence as prima facie proof of the facts stated therein without proof of the signature or official character of the person signing the affidavit and shall be admissible without prior notice of intent to enter the affidavit as evidence.~~

~~j) Notwithstanding any other provision in this Bylaw, the Municipal District Director of Emergency Services, or anyone appointed to act in his behalf may, at their discretion, issue a permit to any person or organization to operate an electronic device within the District.~~

~~a) Such permit shall specify:~~

~~i) the name of the person or organization being granted the permit,  
and~~

- ~~ii) the type of electronic device being permitted, and~~
- ~~iii) the period of time for which the permit is valid, and~~
- ~~iv) any other conditions pertinent to the use of such device, having regard to the public order and peace.~~

**SECTION 5 PENALTY**  
**5. ENFORCEMENT AND PENALTIES**

~~a) Any person who commits a breach of any provision of Section 4 is guilty of an offence and liable on summary conviction to:~~

Any person who contravenes a provision of this Bylaw is guilty of an offence and is liable, upon summary conviction, to a specified penalty as outlined in Schedule "A" – Specified Penalties.

- ~~i) For a first offence to a specified penalty of one hundred (\$100.00) dollars, and in default of payment to imprisonment for a term not exceeding fourteen (14) days, or~~
  - ~~ii) For a second or subsequent offence to a fine of not less than two hundred (\$200.00) dollars and in default of payment to a term of imprisonment not exceeding thirty (30) days.~~
- ~~b) Everyone who commits a breach of any provision of this Bylaw for which no other provision for penalty has been made is guilty of an offence and is liable on summary conviction to:~~
- ~~i) For a first offence, to a fine of not more than five hundred (\$500.00) dollars or in default of payment of the fine and costs, to imprisonment for six (6) months;~~
  - ~~ii) For a second or subsequent offence, to a fine of not less than three hundred (\$300.00) dollars and not more than one thousand (\$1,000.00) dollars or in default of payment of the fine and costs, to imprisonment for six (6) months;~~
  - ~~iii) For the purpose of this section no notice of previous conviction or intention to proceed against an accused as a second offender is required.~~
- ~~c) A Peace Officer may, in lieu of laying any information in respect to the alleged breach, issue a violation ticket.~~

~~This Bylaw shall come into force at the beginning of the day of the third and final reading thereof.~~

**6. SEVERABILITY PROVISION**

- a) Should any provision of this Bylaw be invalid then such invalid provision shall be severed and the remaining Bylaw shall be maintained.

**7. REPEAL AND COMING INTO FORCE**

- 1. Bylaw No. 590/06 and all amendments thereto are hereby repealed.
- 2. This Bylaw shall come into effect upon receiving third and final reading.

READ a first time this 16th day of August, 2023.

READ a second time this     day of August, 2023.

READ a third time and finally passed this     day of August, 2023.

(original signed)  
\_\_\_\_\_  
Joshua Knelsen  
Reeve

(original signed)  
\_\_\_\_\_  
Darrel Derksen  
Interim, Chief Administrative Officer

~~First reading given on the 23<sup>rd</sup> day of August, 2006.~~

~~(signature on file) \_\_\_\_\_ (signature on file)  
Bill Neufeld, Reeve \_\_\_\_\_ Carol Gabriel, Executive Assistant~~

~~Second reading given on the 23<sup>rd</sup> day of August, 2006.~~

Bylaw 1304-23  
Noise Abatement Bylaw

~~(signature on file) (signature on file)~~  
~~Bill Neufeld, Reeve Carol Gabriel, Executive Assistant~~

~~Third reading given on the 12<sup>th</sup> day of September, 2006.~~

~~(signature on file) (signature on file)~~  
~~Bill Neufeld, Reeve Carol Gabriel, Executive Assistant~~

**NOISE ABATEMENT BYLAW ~~590/06~~ 1304-23**

**SCHEDULE "A"**

**Specified Penalties**

<b>Offence</b>	<b>Penalty</b>
First Offence	\$ 100
Second Offence	\$ 200
Third or subsequent Offence	\$ 500

CANADA  
PROVINCE OF  
ALBERTA

**AFFIDAVIT**

\_\_\_\_\_  
\_\_\_\_\_  
(Landlords Full Name)

OF THE \_\_\_\_\_ OF \_\_\_\_\_ IN THE PROVINCE  
OF ALBERTA, LANDLORD OF \_\_\_\_\_  
\_\_\_\_\_  
(Street Address of Building)

MAKE OATH AND SAY AS FOLLOWS:

THAT ON \_\_\_\_\_ DAY, THE \_\_\_\_\_ DAY OF \_\_\_\_\_

A.D. \_\_\_\_\_,

\_\_\_\_\_  
\_\_\_\_\_  
(Name of Lessee)

WAS THE LESSEE OF \_\_\_\_\_  
\_\_\_\_\_  
(Full Address)

IN THE MUNICIPAL DISTRICT OF MACKENZIE NO. 23 IN THE PROVINCE OF ALBERTA

AFFIRMED AT THE \_\_\_\_\_ OF \_\_\_\_\_ )  
\_\_\_\_\_, IN THE PROVINCE \_\_\_\_\_ )  
ALBERTA, THIS \_\_\_\_\_ ) \_\_\_\_\_

Bylaw 1304-23  
Noise Abatement Bylaw

\_\_\_\_\_  
DAY OF \_\_\_\_\_ ) (Signature of Landlord)

A.D. 20 \_\_\_\_\_ BEFORE ME \_\_\_\_\_ )

\_\_\_\_\_  
\_\_\_\_\_  
(Justice or other person authorized to administer oaths or to take affidavits)







**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>August 16, 2023</b>
<b>Presented by</b>	<b>Darrell Derksen, Interim Chief Administrative Office</b>
<b>Title:</b>	<b>Budget Amendment – 2023 Capital Range Road 154, and Township Road 1092 Projects</b>

**BACKGROUND / PROPOSAL:**

As part of the 2023 Capital Budget, administration recommended work be completed on both Township Road 1092, and Range Road 154 in 108-15.

Township Road 1092 required some soft spots be dug out, rebuilt with additional culverts installed to assist with drainage, and sections of the road be lifted. Administration was able to gain approval for a borrow pit closer to location than anticipated, and were able to complete this project at almost half the anticipated budget, leaving an excess of \$175,000.

As Range Road 154 in 108-15 was identified as a road that requires sections to be rebuilt, administration is recommending that the additional funds from Township Road 1092 be reallocated to Range Road 154. The additional funds would allow for an additional 1 mile of the road to be rebuilt, and as the equipment is on site, no additional travel would be required.

**OPTIONS & BENEFITS:**

N/A

**COSTS & SOURCE OF FUNDING:**

Municipal Sustainability Initiative grant

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

**COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

**POLICY REFERENCES:**

N/A

**RECOMMENDED ACTION:**

**Motion #1**

Simple Majority       Requires 2/3       Requires Unanimous

That the 2023 Capital Budget be amended \$175,000 for the Range Road 154 in 108-15 project with funding returning to Municipal Sustainability Initiative grant.

**Motion #2**

Simple Majority       Requires 2/3       Requires Unanimous

That the 2023 Capital Budget be amended \$175,000 for the Township Road 1092 project with funding coming from Municipal Sustainability Initiative grant.

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



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>August 16, 2023</b>
<b>Presented By:</b>	<b>Caitlin Smith, Director of Planning &amp; Agriculture</b>
<b>Title:</b>	<b>Bylaw 1302-23 Land Use Bylaw Amendment to Rezone Part of SW-2-106-15-W5M from Agricultural “A” to Institutional “I”</b>

**BACKGROUND / PROPOSAL:**

Administration has received a request to rezone Part of SW-2-106-15-W5M from Agricultural “A” to Institutional “I” to accommodate the construction of a church and school.

The purpose of the Institutional district is to allow for a variety of public and private uses that provide medical, public safety, religious and cultural services/amenities to the community. The proposed rezoning area is 13 acres.

Currently there is one (1) residential yard site on this part of the quarter section. There are three (3) separate titles on the remainder of the quarter section, two (2) residential yard sites and one (1) commercial yard site.

According to the Municipal Development Plan (MDP) Bylaw 735/09, 6.6 La Crete policies states:

*6.6.2 La Crete Policies*

- *Support local initiatives that promote La Crete’s culture and heritage.*

According to the Hamlet of La Crete Area Structure Plan, Section 3.6 Institutional and Community Services Policies states:

*Facilities A.*

- *The County should encourage the development of institutional land uses that provide cultural, social or health services to residents. This includes a library and associated open space in the Town Centre Area and a new recreational center (as demand requires) located in a General Commercial Area.*

**Author:** J Kramer      **Reviewed by:** C Smith      **CAO:** D. Derksen

The utilities department does not have any servicing concerns.

Proposed Bylaw 1302-23 was presented to the Municipal Planning Commission on July 13, 2023 where the following motion was made:

**MPC 23-07-113**  
*Requires Unanimous*

**MOVED** by Tim Driedger

*That the Municipal Planning Commission recommend to Council to approve Bylaw 1302-23 being a Land Use Bylaw Amendment to rezone Part of SW-2-106-15-W5M from Agricultural "A" to Institutional "I", subject to public hearing input.*

**CARRIED UNANIMOUSLY**

**OPTIONS & BENEFITS:**

Options are to recommend approval, not recommend approval or table for more information.

**COSTS & SOURCE OF FUNDING:**

Costs will consist of advertising the Public Hearing and adjacent landowner letters which will be borne by the applicant.

**SUSTAINABILITY PLAN:**

**Goal S1** Each County Hamlet and rural area hosts a concentration of social, cultural and commercial activity in strategic locations.

**COMMUNICATION / PUBLIC PARTICIPATION:**

The Bylaw Amendment will be advertised as per MGA requirements, this includes all adjacent landowners. The applicant will also be required to display a sign on the subject property as per MGA requirements.

**POLICY REFERENCES:**

N/A

**Author:** J Kramer      **Reviewed by:** C Smith      **CAO:** D. Derksen

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That first reading be given to Bylaw 1302-23 being a Land Use Bylaw Amendment to rezone Part of SW-2-106-15-W5M from Agricultural "A" to Institutional "I", to accommodate a church and school, subject to public hearing input.

**Author:** J Kramer      **Reviewed by:** C Smith      **CAO:** D. Derksen

**BYLAW NO. 1302-23**  
**BEING A BYLAW OF MACKENZIE COUNTY**  
**IN THE PROVINCE OF ALBERTA**  
**TO AMEND THE**  
**MACKENZIE COUNTY LAND USE BYLAW**

**WHEREAS**, Mackenzie County has a Municipal Development Plan adopted in 2009, and

**WHEREAS**, Mackenzie County has adopted the Mackenzie County Land Use Bylaw in 2017, and

**WHEREAS**, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to amend the Mackenzie County Land Use Bylaw to rezone Part of SW-2-106-15-W5M from Agricultural “A” to Institutional “I”, to accommodate a church and school.

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

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

Part of SW-2-106-15-W5M

Within Mackenzie County, be rezoned from Agricultural “A” to Institutional “I” as outlined in Schedule “A” hereto attached.

READ a first time this \_\_\_\_ day of \_\_\_\_\_, 2023.

PUBLIC HEARING held this \_\_\_\_ day of \_\_\_\_\_, 2023.

READ a second time this \_\_\_\_ day of \_\_\_\_\_, 2023.

READ a third time and finally passed this \_\_\_\_ day of \_\_\_\_\_, 2023.

---

Josh Knelsen  
Reeve

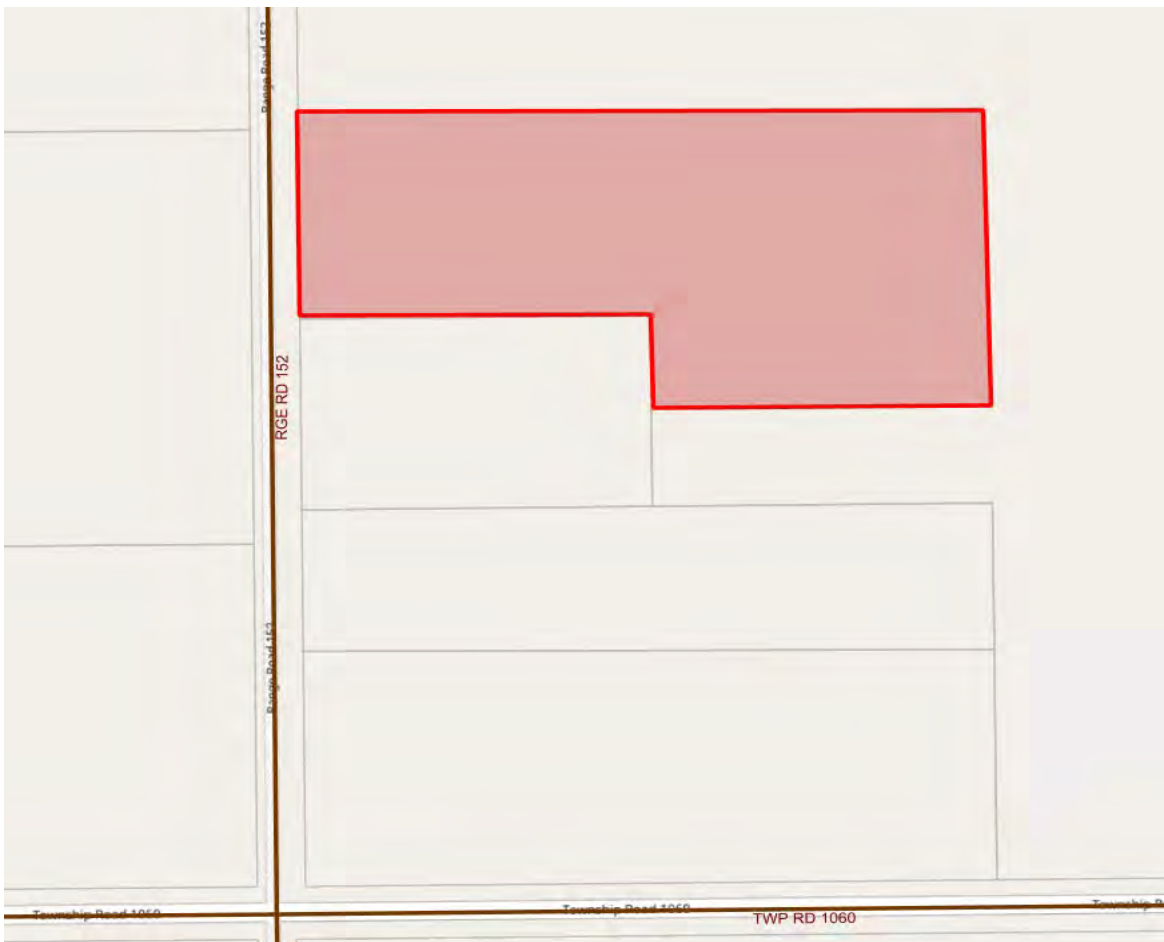
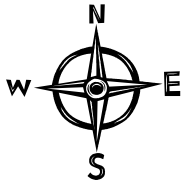
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Darrell Derksen  
Interim Chief Administrative Officer

**BYLAW No. 1302-23**

**SCHEDULE "A"**

1. That the land use designation of the following property known as Part of SW-2-106-15-W5M within Mackenzie County, be rezoned:



FROM: Agricultural "A"

TO: Institutional "I"

# LAND USE BYLAW AMENDMENT APPLICATION

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

**NAME OF APPLICANT**  
Gospelight Fellowship (La Crete)

**COMPLETE ONLY IF DIFFERENT FROM APPLICANT**

**NAME OF REGISTERED OWNER**  
Nicky Wiebe

**LEGAL DESCRIPTION OF THE LAND AFFECTED BY THE PROPOSED AMENDMENT**

QTR./LS.	SEC.	TWP.	RANGE	M.	OR	PLAN	BLK	LOT
SW	2	106	15	5				

**LAND USE CLASSIFICATION AMENDMENT PROPOSED:**

FROM: Farm Land TO: \_\_\_\_\_

**REASONS SUPPORTING PROPOSED AMENDMENT:**

After having seached many loacations GLF came to the conclusion that this would be a suitable location.

The impact on residents is a lot less here as we will be able to stay out of town mostly vs town.

The access has two directions to leave which makes it benificially safer.

Also utilitys are close by. As we have a small day school there we like it that we will be able to be off the main roads and traffic to better protect and operate safely with children.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

I/WE HAVE ENCLOSED THE REQUIRED APPLICATION FEE OF \$ \_\_\_\_\_

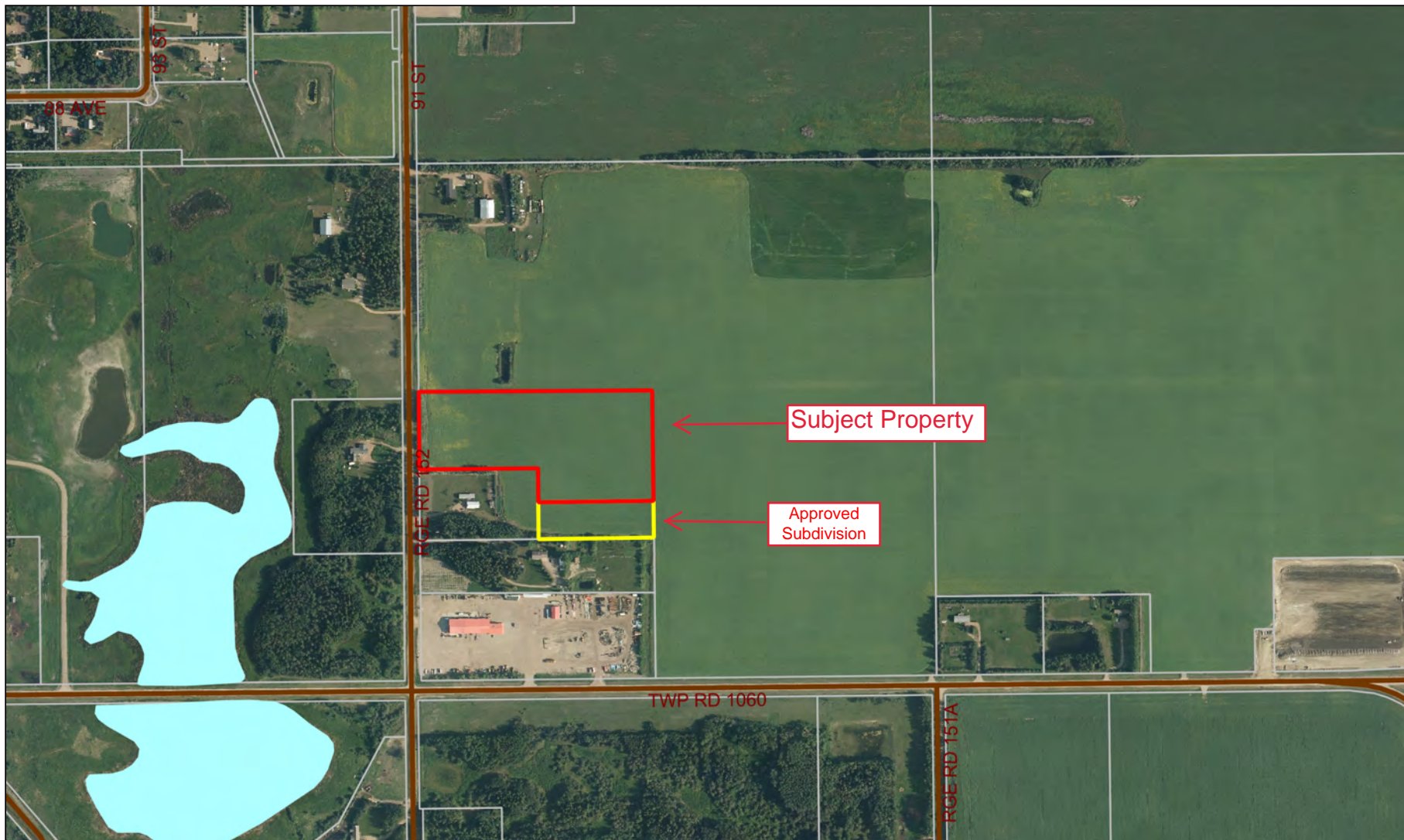
RECEIPT NO \_\_\_\_\_

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



Phone: (780) 927-3718  
Fax: (780) 927-4266  
Email: [office@mackenziecounty.com](mailto:office@mackenziecounty.com)  
[www.mackenziecounty.com](http://www.mackenziecounty.com)





Subject Property

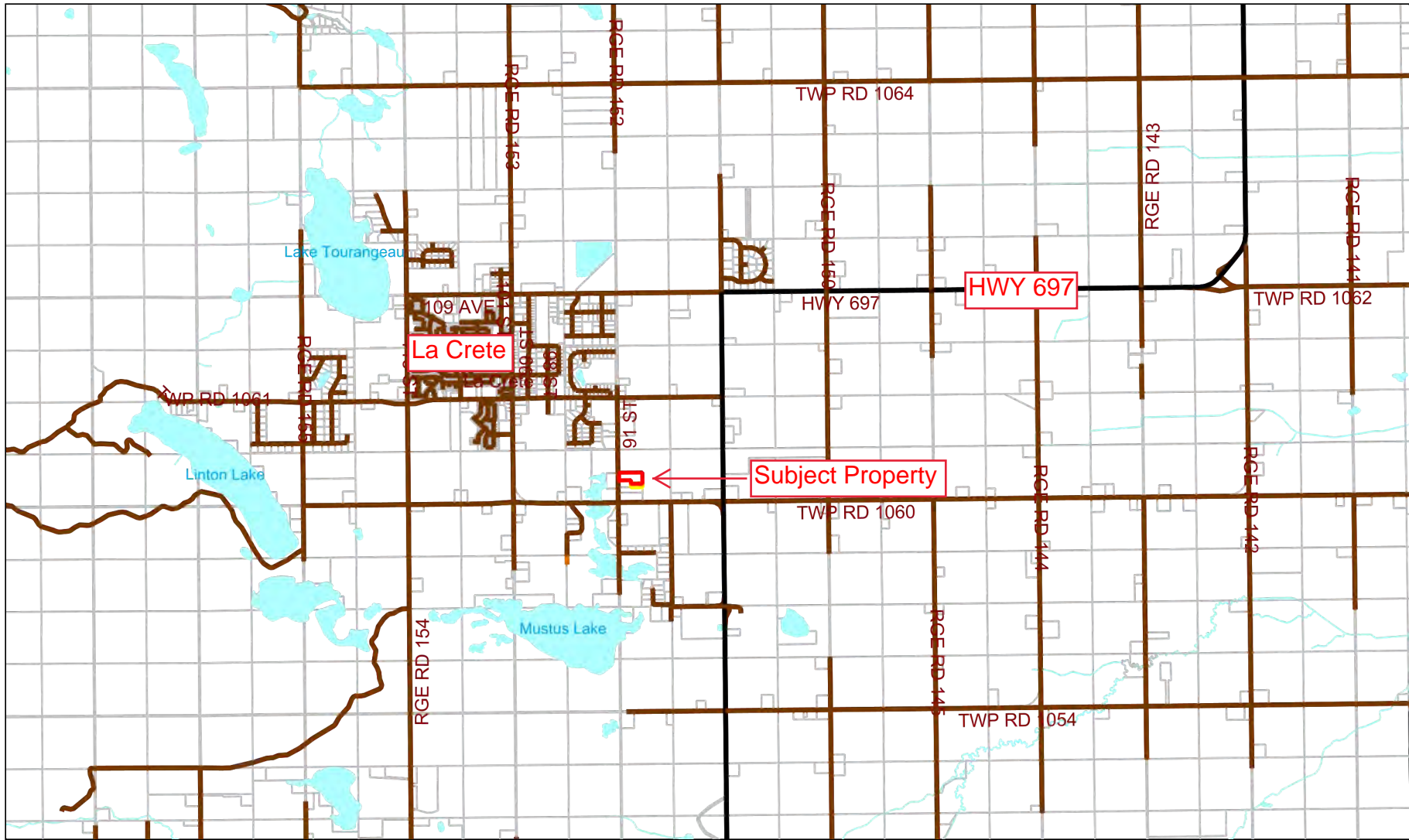
Approved Subdivision



  
 Scale 1: 8,554

100 yd   
 100 m 

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**Mackenzie County**

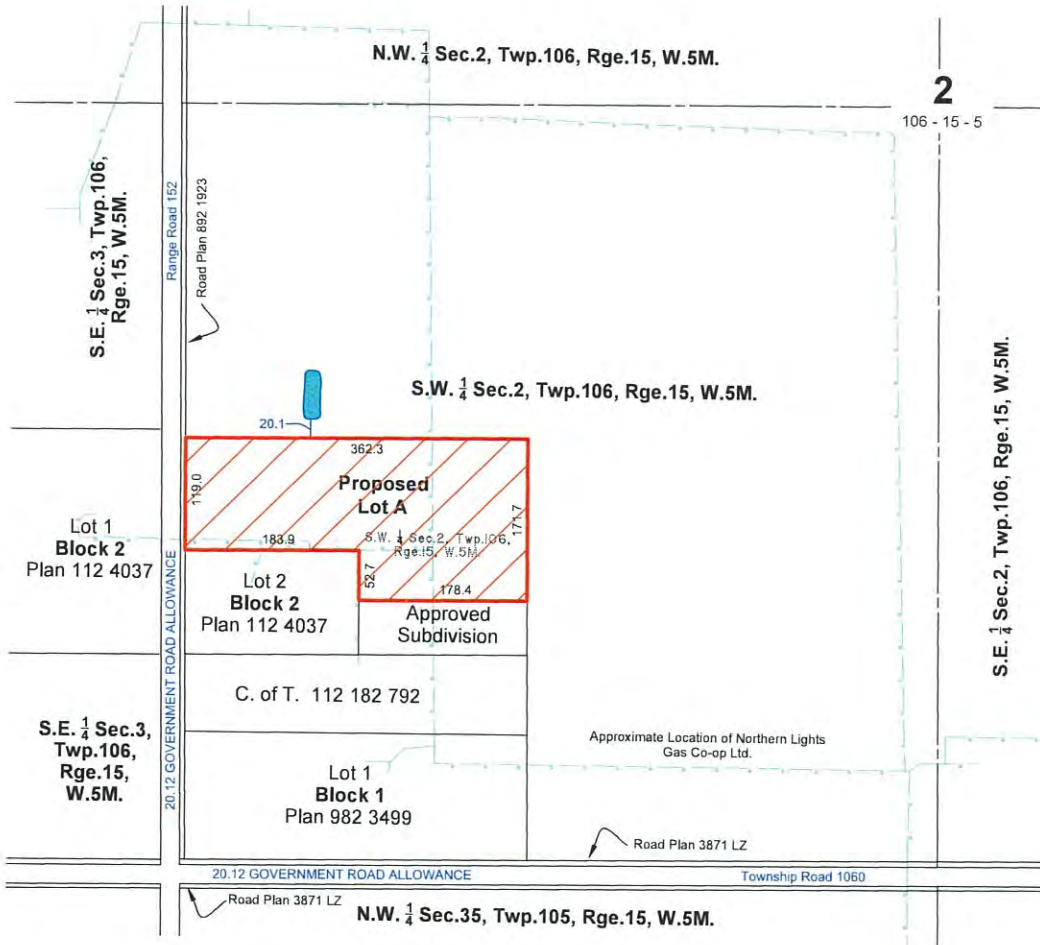
Scale 1: 85,541

1 Mi

1 Km

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### Mackenzie County-Bylaw 1302-23 (SW 2-106-15-W5M)



0 50 100 200 300 400 500 m  
**SCALE 1:5000**

## REZONING SKETCH

WITHIN  
**S.W. ¼ Sec.2, Twp.106, Rge.15, W.5M.**  
 Within  
 Mackenzie County, Alberta

### Schedule of Area(s)

Contains 1 Lot  
 Containing 5.25 ha (13.0 Ac.)

### Registered Title Encumbrances (Affecting Extent of Title)

802 127 656. Utility Right of Way - Northern Lights Gas Co-op Ltd.  
 112 253 861. Utility Right of Way - Alco Electric Ltd.  
 172 066 957. Utility Right of Way - Alco Electric Ltd.

### Notes

• Distances are in Metres and Decimals Thereof.

### Legend

Area To be Rezoned Outlined Thus.....   
 Roads Shown Thus.....   
 Fence Shown Thus.....   
 Gas Co-op Shown Thus.....   
 Overhead Power Shown Thus.....   
 Power Pole Shown Thus.....   
 Water Well/Cistern Shown Thus.....   
 Septic Tank Shown Thus.....   
 Septic Discharge Shown Thus.....

### Land Owner(s)

Section 17 (1)

### Site Information

Address: Not Available

**BORDERLINE  
 SURVEYS**

#103-2, 8301 99 Street  
 Clairmont, Alberta T8X 5B1  
 Phone: (780) 538-1955  
 E-mail: jwc.surveyor@gmail.com



**PREPARED BY**  
 Jason Coates, A.L.S.

### Revision Table

No.	Revision Type	Drafted	Chk'd	Surveyed	Date
0	Original	MM	JC	JC	June 6, 2023

Client File No: N/A  
 File No: 230122T Job No: 230122 Sheet: 3 of 3







**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>August 16, 2023</b>
<b>Presented By:</b>	<b>Caitlin Smith, Manager of Planning &amp; Development</b>
<b>Title:</b>	<b>Bylaw 1305-23 Land Use Bylaw Amendment to Rezone Part of NW 33-105-15-W5M from Agricultural “A” to Direct Control 1 “DC1”</b>

**BACKGROUND / PROPOSAL:**

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

The area proposed to be rezoned is a portion of the subdivision where Prairie Packers is located. This equals approximately 2.5 acres of the total 5 acre lot. The east side of the subdivision contains a residential dwelling. The business would like to rezone in order to accommodate retail liquor sales out of their existing building. The applicant feels this would be a valuable addition to the area.

The proposed bylaw amendment was presented to the Municipal Planning Commission on August 10, 2023, where the following motion was made:

**MPC 23-08-129** **MOVED** by Erick Carter

*That the Municipal Planning Commission recommend to Council to APPROVE Bylaw 13xx-23 being a Land Use Bylaw Amendment to Rezone Part of NW 33-105-15-W5M from Agricultural “A” to Direct Control 1 “DC1”, subject to public hearing input.*

**CARRIED**

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

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

*That the Municipal Planning Commission recommend to Council to*

**Author:** J Roberts **Reviewed by:** C Smith **CAO:** D. Derksen

*APPROVE Bylaw 12xx-21 being a Land Use Bylaw Amendment to Rezone Part of NW 33-105-15-W5M from Agricultural “A” to Direct Control 1 “DC1”, subject to public hearing input.*

**CARRIED**

It was then taken to Council for first reading on August 18, 2021, where the following motion was made:

**MOTION 21-08-580** *MOVED* by Councillor Bateman

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

**DEFEATED**

**OPTIONS & BENEFITS:**

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

**COSTS & SOURCE OF FUNDING:**

Costs will consist of advertising the Public Hearing and adjacent landowner letters which will be borne by the applicant.

**SUSTAINABILITY PLAN:**

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

**COMMUNICATION / PUBLIC PARTICIPATION:**

The bylaw amendment will be advertised as per MGA requirements, this includes all adjacent landowners. The applicant will also be required to display a sign on the subject property as per MGA requirements.

**POLICY REFERENCES:**

DEV007 Rural Development Standards

**Author:** J Roberts **Reviewed by:** C Smith **CAO:** D. Derksen

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That first reading be given to Bylaw 1305-23 being a Land Use Bylaw Amendment to Rezone Part of NW 33-105-15-W5M from Agricultural "A" to Direct Control 1 "DC1" to accommodate retail – liquor, subject to public hearing input.

**Author:** J Roberts      **Reviewed by:** C Smith      **CAO:** D. Derksen

**BYLAW NO. 1305-23**  
**BEING A BYLAW OF**  
**MACKENZIE COUNTY**  
**IN THE PROVINCE OF ALBERTA**

**TO AMEND THE**  
**MACKENZIE COUNTY LAND USE BYLAW**

**WHEREAS**, Mackenzie County has a Municipal Development Plan adopted in 2009, and

**WHEREAS**, Mackenzie County has adopted the Mackenzie County Land Use Bylaw in 2017, and

**WHEREAS**, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to amend the Mackenzie County Land Use Bylaw to accommodate a Retail – Liquor Use.

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

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

Part of NW 33-105-15-W5M

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

READ a first time this \_\_\_\_ day of \_\_\_\_\_, 2023.

PUBLIC HEARING held this \_\_\_\_ day of \_\_\_\_\_, 2023.

READ a second time this \_\_\_\_ day of \_\_\_\_\_, 2023.

READ a third time and finally passed this \_\_\_\_ day of \_\_\_\_\_, 2023.

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Josh Knelsen  
Reeve

---

Darrell Derksen  
Interim Chief Administrative Officer

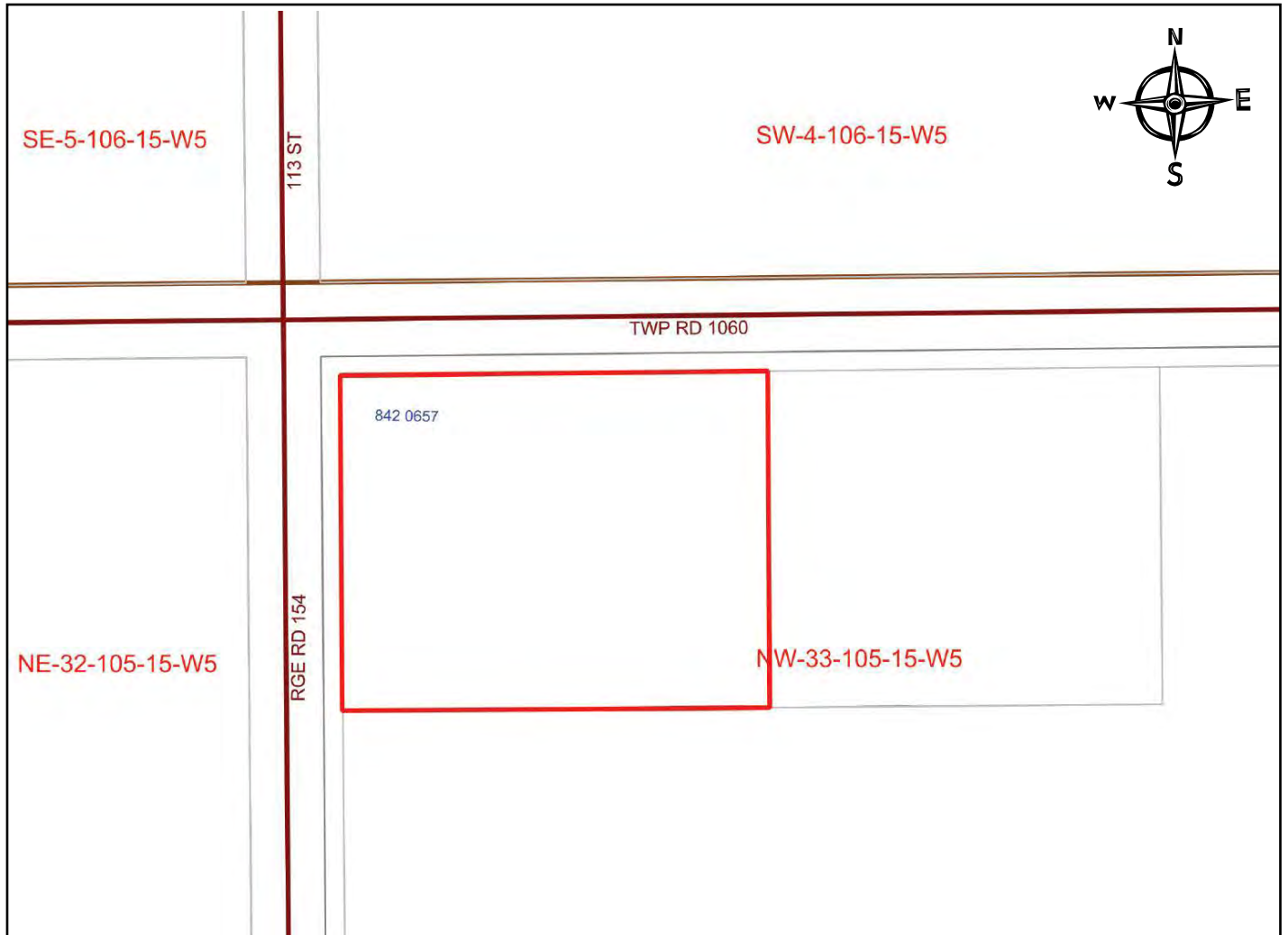


**BYLAW No. 1305-23**

**SCHEDULE "A"**

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

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



FROM: Agricultural "A"

TO: Direct Control 1 "DC1"

Application No: \_\_\_\_\_

### Mackenzie County LAND USE BYLAW AMENDMENT – REZONING APPLICATION

Name Of Applicant <u>KARL PRIEDGER</u>		
Address:		
City/Town		
Postal Code	Phone	Cell
Applicant Email		

Complete only if different from Applicant

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

Legal Description of the Land Affected by the Proposed Amendment:  All or  Part of:

QTR./LS.	SEC.	TWP.	RANGE	M.	or	PLAN	BLK	LOT
NW	33	105	15	5				

Civic Address: 15373 Twp Rd 1060

Land Use Classification Amendment Proposed:

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

Reasons Supporting Proposed Amendment:

<u>see attached letter</u>
----------------------------

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

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

Registered Owner Signature \_\_\_\_\_ Date Aug 3 2023

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

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

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



Phone: (780) 927-3718  
Fax: (780) 927-4266  
Email: [planning@mackenziecounty.com](mailto:planning@mackenziecounty.com)  
[www.mackenziecounty.com](http://www.mackenziecounty.com)

July 28, 2021

La Crete Town Council

**Application for a General Merchandise Liquid Store**

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

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

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

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

Yours Truly

Karl Driedger,

CEO | Prairie Packers Ltd.



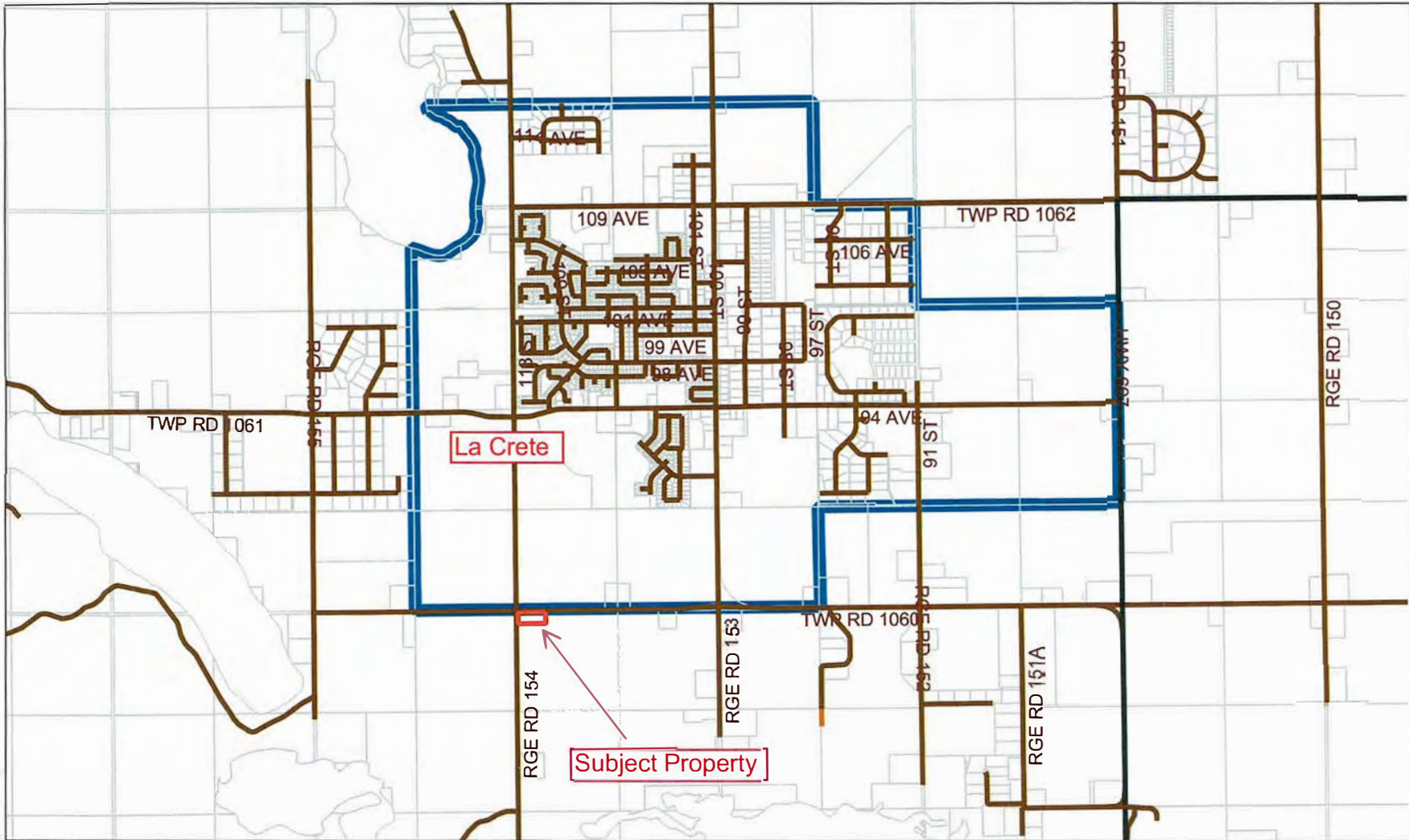
Mackenzie County



Scale 1: 1,776



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**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>August 16, 2023</b>
<b>Presented By:</b>	<b>Louise Flooren, Manager of Legislative &amp; Support Services</b>
<b>Title:</b>	<b>Resignation of Councillor and By-election</b>

**BACKGROUND / PROPOSAL:**

Interim Chief Administrative Officer, Byron Peters received a resignation letter from Councillor Darrell Derksen, Ward 2 – Buffalo Head/West La Crete effective July 31, 2023.

Council must hold a by-election to fill a vacancy on council as per MGA Section 162. Unless a council sets an earlier day, election day for a by-election under section 162 or 163 is 120 days after the vacancy occurs as per MGA Section 165.

The proposed dates for the by-election are as follows:

- Nomination Day – September 19, 2023
- Advance Vote – October 13, 2023
- Election Day – October 17, 2023

The previous positions of Returning Officer and Substitute Returning Officer were appointed by resolutions of Council.

Under the Local Authorities Election Act

Section 13(1):

*“An elected authority may, by resolution, appoint a returning officer for the purposes of conducting elections under this Act by June 30 of the year in which the election occurs, or, for a by-election or vote on a question or bylaw, in the resolution or bylaw that fixes the day for the by-election or vote on a question or bylaw.”*

and

**Author:** L. Flooren      **Reviewed by:** \_\_\_\_\_      **CAO:** D Derksen

Section 13 (2.1)

*“An elected authority may, by resolution, appoint a substitute returning officer for the purposes of conducting elections under this Act by June 30 of the year in which the election occurs, or, for a by-election or vote on a question or bylaw, in the resolution or bylaw that fixes the day for the by-election or vote on a question or bylaw.”*

If Council does not appoint anyone as the Returning Officer then the Chief Administrative Officer is deemed to have been appointed.

Administration is recommending that a Returning Officer and Substitute Returning Officer be appointed.

**OPTIONS & BENEFITS:**

N/A

**COSTS & SOURCE OF FUNDING:**

2023 Operating Budget

**COMMUNICATION / PUBLIC PARTICIPATION:**

Notice of nomination day, advance vote and election day for the By-election will be circulated via the newspaper and social media platforms on the dates according to the Local Authorities Election Act (LAEA).

**POLICY REFERENCES:**

Bylaw 1206-20 Election Bylaw

**RECOMMENDED ACTION:**

**Motion #1:**

Simple Majority       Requires 2/3       Requires Unanimous

That Council acknowledges the resignation of Councillor Darrell Derksen and that a By-election be held for the Councillor vacancy in Ward 2 as follows:

- Election Day –
- Nomination Day –

Author: L. Flooren      Reviewed by: \_\_\_\_\_      CAO: D. Derksen



- Advance Vote –

**Motion #2:**

Simple Majority       Requires 2/3       Requires Unanimous

That Louise Flooren be appointed as the Returning Officer for Mackenzie County.

**Motion #3:**

Simple Majority       Requires 2/3       Requires Unanimous

That Caitlin Smith be appointed as the Substitute Returning Officer for the 2023 By-election.

**Author:** L. Flooren      **Reviewed by:** \_\_\_\_\_      **CAO:** D. Derksen

**BYLAW NO. 1206-20**

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

**TO ESTABLISH THE RULES TO FOLLOW  
IN CONDUCTING MUNICIPAL ELECTIONS**

**WHEREAS**, the *Local Authorities Election Act*, RSA 2000 Chapter L-21, hereinafter referred to as the “Act” provides for the conduct of general elections by local authorities; and

**WHEREAS**, the Act permits the local authority to pass bylaws for the conduct of such elections;

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

**TITLE**

1. This bylaw shall be cited as the “Election Bylaw”.

**LOCATIONS TO RECEIVE NOMINATION PAPERS**

2. Nomination papers may be received at the following locations:

Fort Vermilion County Office (local jurisdiction office)  
4511-46 Avenue  
Fort Vermilion, Alberta

**DEATH OF A CANDIDATE**

3. If a candidate for any position dies after nomination day but before 9:00 a.m. on Election Day, the election for that position will be discontinued.
4. The appropriate elected authority will arrange a new election for the position as soon as possible.

**JOINT ELECTIONS**

5. The returning officer is authorized to enter into agreements, on behalf of the Municipality, to conduct elections on behalf of other elected authorities in Mackenzie County whose boundaries may or may not be contiguous with the Municipality but do have areas in common.

**VOTING STATIONS**

6. The returning officer is authorized to designate more than one voting station for each subdivision and the location of those voting stations.

**REPEAL**

7. Bylaw 891-13 and any amendments thereto are hereby rescinded.

**ENACTMENT**

8. This Bylaw shall come into force and effect upon the date of the passing of the third and final reading.

First reading given on the 8<sup>th</sup> day of December, 2020.

Second Reading given on the 8<sup>th</sup> day of December, 2020.

Third Reading and Assent given on the 8<sup>th</sup> day of December, 2020.

(original signed)

---

Joshua Knelsen  
Reeve

(original signed)

---

Byron Peters  
Interim Chief Administrative Officer





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>August 16, 2023</b>
<b>Presented By:</b>	<b>Louise Flooren, Manager of Legislative &amp; Support Services</b>
<b>Title:</b>	<b>Bylaw 1303-23 Chief Administrative Officer</b>

**BACKGROUND / PROPOSAL:**

Bylaw 030/95 to Establish a Chief Administrative Officer (CAO) position was approved on September 12, 1995. Legislation has remained the same for the establishment of a Chief Administrative Officer, however section 7 required that the individual be appointed by bylaw to the position of the Chief Administrative Officer.

Following a review and legal consultation, administration has revised the language pertaining to the appointment of the CAO. The appointment will now be executed through a resolution rather than a bylaw.

Upon obtaining approval for the first, second, and third readings of the bylaw, administration requests that a resolution be made to officially appoint the new CAO.

**OPTIONS & BENEFITS:**

CAO Bylaws will not remain applicable if a future CAO departs from the employment of Mackenzie County.

**COSTS & SOURCE OF FUNDING:**

N/A

**COMMUNICATION / PUBLIC PARTICIPATION:**

The updated Bylaw will be available on Mackenzie County’s website.

**Author:** L. Flooren      **Reviewed by:** \_\_\_\_\_      **CAO:** D. Derksen

**POLICY REFERENCES:**

N/A

**RECOMMENDED ACTION:**

Motion 1

Simple Majority       Requires 2/3       Requires Unanimous

That first reading be given to Bylaw 1303-23 being the Chief Administrative Officer Bylaw for Mackenzie County.

Motion 2

Simple Majority       Requires 2/3       Requires Unanimous

That second reading be given to Bylaw 1303-23 being the Chief Administrative Officer Bylaw for Mackenzie County.

Motion 3

Simple Majority       Requires 2/3       Requires Unanimous

That consideration be given to go to third and final reading of Bylaw 1303-23 being the Chief Administrative Officer Bylaw for Mackenzie County.

Motion 4

Simple Majority       Requires 2/3       Requires Unanimous

That third and final reading be given to Bylaw 1303-23 being the Chief Administrative Officer Bylaw for Mackenzie County.

Motion 5

Simple Majority       Requires 2/3       Requires Unanimous

That Darrell Derksen be appointed as the Chief Administrative Officer effective August 16, 2023, with all of the powers, duties and responsibilities of the Chief Administrative Officer.

**Author:** L. Flooren      **Reviewed by:** \_\_\_\_\_      **CAO:** D. Derksen

**BYLAW NO. 1303-23**

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

**TO ESTABLISH THE POSITION OF  
CHIEF ADMINISTRATIVE OFFICER**

**WHEREAS**, pursuant to the Municipal Government Act, RSA 2000 cM-26, and amendments thereto authorizes a Council to pass bylaws in relation to the position of the Chief Administrative Officer;

**AND WHEREAS**, Council deems it desirable to repeal Bylaw 030-95, being the Chief Administrative Officer Bylaw;

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

**TITLE**

1. This bylaw shall be cited as the “Chief Administrative Officer Bylaw”.
2. The position of Chief Administrative office for Mackenzie County be established pursuant to Section 205 of the Municipal Government Act.
3. The position of Chief Administrative Officer be referred to as the “Manager”.
4. The position of Chief Administrative Officer be given responsibilities pursuant to Section 207 of the Municipal Government Act.
5. The position of Chief Administrative Officer be given duties pursuant to Section 208 of the Municipal Government Act.
6. The position of Chief Administrative Officer be given authorities pursuant to Section 209 and Section 213 of the Municipal Government Act.
7. That Council may, by resolution, appoint an individual to the position of Chief Administrative Officer.

**REPEAL AND COMING INTO FORCE**

8. Bylaw No. 030-95 and 1264-22 and all amendments thereto are hereby repealed.
9. This Bylaw shall come into effect upon receiving third and final reading.

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

READ a first time this 16<sup>th</sup> day of August, 2023.

READ a second time this 16<sup>th</sup> day of August, 2023.

READ a third time and finally passed this 16<sup>th</sup> day of August, 2023.

(original signed)

---

Joshua Knelsen  
Reeve

(original signed)

---

Darrell Derksen  
Chief Administrative Officer

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**BY-LAW No. 030/95**

**BEING A BY-LAW OF THE  
MUNICIPAL DISTRICT OF MACKENZIE No. 23,  
IN THE PROVINCE OF ALBERTA,  
TO ESTABLISH THE POSITION OF  
CHIEF ADMINISTRATIVE OFFICER**

**WHEREAS**, pursuant to the provisions of the Municipal Government Act, Statutes of Alberta, 1994, Chapter M-26.1, the Council must pass a bylaw to establish the position of Chief Administrative Officer.

**NOW THEREFORE**, THE COUNCIL OF THE MUNICIPAL DISTRICT OF MACKENZIE No. 23, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, ENACTS AS FOLLOWS:

1. By-law # 14/95 is hereby repealed.
2. The position of Chief Administrative Officer for the Municipal District of Mackenzie No. 23 be established pursuant to Section 205 of the Municipal Government Act.
3. The position of Chief Administrative Officer be referred to as the "Manager".
4. The position of Chief Administrative Officer be given responsibilities pursuant to Section 207 of the Municipal Government Act.
5. The position of Chief Administrative Officer be given duties pursuant to Section 208 of the Municipal Government Act.
6. The position of Chief Administrative Officer be given authorities pursuant to Section 209 and Section 213 of the Municipal Government Act.
7. The Council may from time to time by by-law appoint an individual to the position of Chief Administrative Officer for the Municipal District of Mackenzie No. 23.
8. That this by-law shall come into force and take effect upon signing.

First Reading given on the 12<sup>TH</sup> day of SEPTEMBER 1995

"B. Neufeld" (signed)  
William Neufeld, Reeve

"J. Mitchell" (signed)  
Joanne Mitchell, Assistant Manager

Second Reading given on the 12<sup>TH</sup> day of SEPTEMBER 1995

"B. Neufeld" (signed)  
William Neufeld, Reeve

"J. Mitchell" (signed)  
Joanne Mitchell, Assistant Manager

Third Reading and Assent given on the 12<sup>TH</sup> day of SEPTEMBER 1995\_

"B. Neufeld" (signed)  
William Neufeld, Reeve

"J. Mitchell" (signed)  
Joanne Mitchell, Assistant Manager



**BYLAW NO. 1264-22**  
**BEING A BY-LAW OF**  
**MACKENZIE COUNTY,**  
**IN THE PROVINCE OF ALBERTA,**  
**TO APPOINT TO THE POSITION OF**  
**CHIEF ADMINISTRATIVE OFFICER**

**WHEREAS**, pursuant to the provisions of the Municipal Government Act, Revised Statutes of Alberta, 2000, Chapter M-26, the Council must appoint to the position of Chief Administrative Officer.

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

1. Pursuant to Section 205 of the Municipal Government Act, and Mackenzie County Bylaw No. 030/95, James Thackray is hereby appointed to the position of Chief Administrative Officer effective September 26, 2022 for a two (2) year term ending December 31, 2024.
2. That this bylaw shall come into force and take effect on September 26, 2022 and rescind and replace Bylaw 1079-17.

First Reading given on the 26<sup>th</sup> day of September, 2022.

Second Reading given on the 26<sup>th</sup> day of September, 2022.

Third Reading and Assent given on the 26<sup>th</sup> day of September, 2022.

(original signed)  
\_\_\_\_\_  
Joshua Knelsen  
Reeve

(original signed)  
\_\_\_\_\_  
Byron Peters  
Interim Chief Administrative Officer





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>August 16, 2023</b>
<b>Presented By:</b>	<b>Byron Peters, Deputy Chief Administrative Officer</b>
<b>Title:</b>	<b>Rail Safety Week Proclamation</b>

**BACKGROUND / PROPOSAL:**

Mackenzie County received correspondence from CN seeking support to recognize and promote rail safety by acknowledging September 18-24, 2023 as Rail Safety Week in our communities.

Please review attached correspondence.

**OPTIONS & BENEFITS:**

Rail Safety Week will be held in Canada and the United States from September 18-24, 2023. This is an opportunity for us all to educate the public on rail safety.

**COSTS & SOURCE OF FUNDING:**

N/A

**COMMUNICATION / PUBLIC PARTICIPATION:**

Post rail safety awareness ads on County Facebook page. CN has provided links with additional information on Rail Safety Week 2023.

**POLICY REFERENCES:**

N/A

**Author:** S Gibson      **Reviewed by:** \_\_\_\_\_      **CAO:** D. Derksen

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That Mackenzie County Council supports and recognizes the Rail Safety Week by acknowledging and proclaiming the week of September 18-24, 2023, as Rail Safety Week in Mackenzie County.

**Author:** S Gibson      **Reviewed by:** \_\_\_\_\_      **CAO:** D. Derksen

**RESOLUTION**  
**IN SUPPORT OF RAIL SAFETY WEEK**

**WHEREAS *Rail Safety Week*** is to be held across Canada from September 18 to 24, 2023;

**WHEREAS**, 232 railway crossing and trespassing incidents occurred in Canada in 2022; resulting in 66 avoidable fatalities and 43 avoidable serious injuries;

**WHEREAS**, educating and informing the public about rail safety (reminding the public that railway rights-of-way are private property, enhancing public awareness of the dangers associated with highway rail grade crossings, ensuring pedestrians and motorists are looking and listening while near railways, and obeying established traffic laws) will reduce the number of avoidable fatalities and injuries cause by incidents involving trains and citizens; and

**Whereas** Operation Lifesaver is a public/private partnership whose aim is to work with the public, rail industry, governments, police services, media and others to raise rail safety awareness;

**Whereas** CN has requested City Council adopt this resolution in support of its ongoing efforts to raise awareness, save lives and prevent injuries in communities, including our municipality;

It is proposed by Councillor \_\_\_\_\_

seconded by Councillor \_\_\_\_\_

It is hereby **RESOLVED** to support national ***Rail Safety Week*** to be held from September 18 to 24, 2023.



[www.operationlifesaver.ca](http://www.operationlifesaver.ca)







**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>August 16, 2023</b>
<b>Presented By:</b>	<b>Jennifer Batt, Director of Finance</b>
<b>Title:</b>	<b>Flood Recovery Steering Committee Meeting Minutes</b>

**BACKGROUND / PROPOSAL:**

The minutes of July 11th, and draft August 2<sup>nd</sup>, 2023 Flood Recovery Steering Committee meetings are attached for review.

**OPTIONS & BENEFITS:**

N/A

**COSTS & SOURCE OF FUNDING:**

N/A

**COMMUNICATION:**

N/A

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

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the minutes of July 11th, and draft August 2<sup>nd</sup>, 2023 Flood Recovery Steering Committee meetings be received for information.

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

## Flood Recovery Steering Committee Minutes

July 11, 2023

3:56 p.m.

Attendees: Jennifer Batt, Veronique Keays, Byron Peters, Cameron Cardinal, Gary Smith and Darrell Derksen (Guest)

### **1. Steering Committee Agenda:**

- (i) Tenders MIT23-004 & MIT23-005
- (ii) Phase 2 & 3 Development
- (iii) Land Review

### **2. Phase 2 Development:**

- *Beaver Power*: Complete. Discussion about the power box located on a residential property. No easement signed. Later discussions will need to be held with respect to streetlight pricing.
- *NRB*: Completed. Reviewed contract for Phase 2 regarding grass seeding and topsoil. Will need to amend final payment, as this was not done per the contract. Final inspection will be completed in the upcoming month.
- *Steering Committee*: Opened tender packages MIT23-004 and MIT23-005. Tenders not awarded, as they did not meet price criteria. Advertisement was done locally (Facebook, Website, Contractor List), and through the APC Website. Committee suggests separating foundations from electrical and plumbing. Will ask Council to give permission to negotiate with contractor.

### **3. Phase 3 Development:**

- Construction has begun.
- *NRB*: On site. Advised that roads and culverts were finished. May need to do some cleanup.
- *Atco*: Understands the urgency. Commitment to complete by early to end of August. Byron to obtain an update.
- *Basement/Crawlspaces*: To begin construction in early August, relocation of homes to follow.
- *Boreal Housing*: Looking to opt out of lots located in Phase 3. BHF took part in lottery, back in 2021.

**TENDERS:**                    **4.        MIT23-004 – Crawlspace or basement construction, Electrical and Plumbing services**

**MOTION**                    **MOVED by Gary Smith**

That the Steering Committee open MIT23-004 tender packages for review.

**CARRIED**

Granite Foundations Ltd.

<b>Evaluation Criteria</b>	<b>Weight</b>	<b>Score</b>
Project Bid Price	80%	66
Local	10%	10
Experience	10%	10
<b>Total</b>	<b>100%</b>	<b>86</b>

1 submission package received - Did not meet Price criteria

**TENDERS:**

**5. MIT23-005 – Crawlspace or basement construction, Electrical and Plumbing services**

**MOTION**

**MOVED by Gary Smith**

That the Steering Committee open MIT23-005 tender packages for review.

**CARRIED**

Granite Foundations Ltd.

<b>Evaluation Criteria</b>	<b>Weight</b>	<b>Score</b>
Project Bid Price	80%	44
Local	10%	10
Experience	10%	10
<b>Total</b>	<b>100%</b>	<b>64</b>

1 submission package received - Did not meet Price criteria

**MOTION**

**MOVED by Gary Smith**

That a recommendation be made to Council that the tenders MIT23-004 and MIT23-005 not be awarded as they did not meet price criteria, and to explore other options.

**CARRIED**

**6. Land Review:**

- *Steering Committee:* Discussion and review of flood mitigation map. The County will be in possession of land that will be split into two (2) separate sections, as mitigation will cover the area located in the flood zone, while the

other section is deemed arable, and will be funded through the County, for future development.

- *Phase 4:* Discussion regarding commercial/industrial land along Hwy 88. County would like to resell lots once zoning and property sizes have been determined. Aware that mitigation will not cover the complete portion for the development.

**Adjourned 5:20 p.m.**

## Flood Recovery Steering Committee Minutes

August 2, 2023

10:37 a.m.

Attendees: Jennifer Batt, Darrell Derksen, Cameron Cardinal, Josh Knelsen, Gary Smith

### **1. Steering Committee Agenda:**

- (i) Minutes of July 11<sup>th</sup>, Flood Recovery Steering Committee Minutes
- (ii) Tender awarding MIT23-004 & MIT23-005 update
- (iii) Phase 3 Atco power update
- (iv) Phase 4 – Discussion
- (v) Seeding and Topsoil
- (vi) Resident Agreements – Discussion
- (vii) Butter Town relocations – Discussion
- (viii) Community Garden (Peavy Mart Grant Application Submission-Video)

### **2. Minutes of July 11th, Flood Recovery Steering Committee Minutes**

**MOVED by Councilor Smith**

That the July 11<sup>th</sup>, 2023 Flood Recovery Steering Committee Minutes be received for information.

**CARRIED**

### **3. Tender awarding MIT23-004 & MIT23-005 update**

- *As per Councils direction administration negotiated pricing and scope of work within Tender MIT23-004 & MIT23-005 with Granite Foundations Ltd.*
- *Prices could not be agreed upon for all 9 sites within the tenders, and Granite was awarded 2 locations for foundation installs.*
- *Additional contractors were contacted on a site by site, and service related request for quotes. Administration received numerous quotes for all services, and entered into agreements with a total of 3 contractors for foundations, 1 contractor for plumbing, and 2 contractors for electrical services.*
- *New agreements are slightly under anticipated budgets, or within 5% dependent on the scope of work.*
- *Work began on 2 sites July 24<sup>th</sup>, with all sites in Phase 2 to be completed by mid-August.*

**MOVED by Councilor Smith**

That tender awarding MIT23-004 & MIT23-005 update be received for information.

**CARRIED**

#### 4. Phase 4 – Discussion

- Discuss proposed site development, and lots proposed.

**MOVED by Reeve Knelsen**

That Phase 4 development report be received for information.

**CARRIED**

#### 5. Seeding and Topsoil:

- *Administration was provided a quote to spray some weeds that are within Phase 2 development. Quote received was higher than scheduled, and will be scaled and additional quotes requested.*

**MOVED by Councilor Smith**

That Seeding and Topsoil report be received for information.

**CARRIED**

#### 6. Resident Agreements

- Discuss various requests and agreement deadlines.

**MOVED by Reeve Knelsen**

That the Resident Agreements report be received for information.

**CARRIED**

#### 7. Butter Town Relocations:

- *Administration was provided an update on relocation timelines for Bitter Town residents. Currently they are schedule for the mid-August, however one property requires a gas line to cross crown property, and no application had been filed by the gas company.*
- *Administration is working with them to ensure the move can be expedited.*

**MOVED by Councilor Smith**

That the Butter Town relocation report be received for information.

**CARRIED**

**8. Community Garden (Peavy Mart Grant Application Submission-Video):**

- *Submitted a grant application to Peavy Mart, along with a video.*

**MOVED by Councilor Smith**

That the Community Garden (Peavy Mart Grant Application Submission-Video) be TABLED to the next meeting.

**CARRIED**

**Adjourned 12:07 p.m.**

**Next meeting to be scheduled at the call of the Chair.**

Unapproved





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>August 16, 2023</b>
<b>Presented By:</b>	<b>Caitlin Smith, Director of Planning and Agriculture</b>
<b>Title:</b>	<b>Municipal Planning Commission Meeting Minutes</b>

## **BACKGROUND / PROPOSAL:**

The approved Municipal Planning Commission meeting minutes of June 22 & July 13, 2023 and the unapproved Municipal Planning Commission meeting minutes of July 27, 2023 are attached.

## **OPTIONS & BENEFITS:**

N/A

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

N/A

## **COMMUNICATION:**

N/A

**Author:** L Braun      **Reviewed by:** C Smith      **CAO:** \_\_\_\_\_

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the approved Municipal Planning Commission meeting minutes of June 22 & July 13, 2023 and the unapproved Municipal Planning Commission meeting minutes of July 27, 2023 be received for information.

**Author:** L Braun      **Reviewed by:** C Smith      **CAO:** \_\_\_\_\_

**MACKENZIE COUNTY  
Municipal Planning Commission Meeting**

**Mackenzie County Office  
Fort Vermilion, AB**

**Thursday, June 22, 2023 @ 10:00 a.m.**

**PRESENT:** Erick Carter Chair, MPC Member (Virtual)  
Tim Driedger Vice Chair, MPC Member  
Andrew O'Rourke MPC Member  
Jacquie Bateman Councillor, MPC Member (Virtual)  
David Driedger Councillor, MPC Member (Virtual)

**ADMINISTRATION:** Caitlin Smith Director of Planning and Agriculture  
Jackie Roberts Development Officer  
Lynda Washkevich Development Officer, Recording Secretary  
Jamie Kramer Development Officer

**MOTION**

**1. CALL TO ORDER**

Tim Driedger called the meeting to order at 10:02 a.m.

**2. ADOPTION OF AGENDA**

**MPC 23-06-096 MOVED** by Andrew O'Rourke

That the agenda be adopted as presented.

**CARRIED**

**3. MINUTES**

**a) Adoption of Minutes**

**MPC 23-06-097 MOVED** by Jacquie Bateman

That the minutes of the June 8, 2023 Municipal Planning Commission meeting be adopted as presented.

**CARRIED**

**4. TERMS OF REFERENCE**

For Information.

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**5. DEVELOPMENT**

- a) 128-DP-23 FTEN Group of Companies  
Automotive Equipment and Vehicle Services, Major in  
“LC-LI”  
Plan 152 1632, Block 5, Lot 3 (9201 102 AVE) (La Crete)**

**MPC 23-06-098** **MOVED** by David Driedger

That Development Permit 128-DP-23 on Plan 152 1632, Block 5, Lot 3 in the name of FTEN GROUP OF COMPANIES INC. be APPROVED with the following conditions:

Failure to comply with one or more of the attached conditions shall render this permit Null and Void

1. Minimum building setbacks: 9.1 meters (30 feet) front yard and 3.1 meters (10 feet) rear yard; from the property lines;
2. The Automotive Equipment and Vehicle Services, Major shall meet all National Building Code 2019 Alberta Edition requirements for Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.;
3. This permit approval is subject to approval from the Alberta Motor Vehicle Industry Council (AMVIC). The developer is required to obtain written approval from the Alberta Motor Vehicle Industry Council regarding the proposed development prior to commencement of the development. Failure to do so shall render this permit Null and Void.;
4. All conditions and requirements by the Alberta Motor Vehicle Industry Council "AMVIC" are to be met to their specifications and standards.;
5. A vegetated buffer strip and/or other SCREENING of a visually pleasing nature shall be required for the South portion of the lot.
6. Building to be connected to the municipal water and sewer system and the cost of connection fees will be borne by the owner.;
7. No vehicle shall be located in such a way that it impedes visibility for vehicular and/or pedestrian traffic.;
8. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall compliment the natural features and character of the site to the satisfaction of the Development Authority.

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9. Provide adequate off street parking as follows: The minimum parking standards are 1 space per 45 square meters (484.4 square feet) of building area, 1 space per each full time employee and 1 space for every 2 part time employees. *“One parking space, including the driveway area, shall occupy 27.87 square meters (300 square feet).”*
10. Illumination of the sign must not negatively affect, nor pose a safety hazard to, an adjacent site or street.;
11. The sign shall be a minimum of 2 meters in height from the bottom of the sign above the curb/sidewalk.;
12. The sign shall be located a minimum of: 20 meters from regulatory signs, and 1.5 m (5.0 ft.) from the curb/sidewalk.;
13. The sign shall be placed on site and is not permitted to be placed on any County lands and/or road rights-of-way.;
14. The sign shall:
  - a. Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,
  - b. Not unduly interfere with the amenities of the district,
  - c. Not materially interfere with or affect the use, enjoyment or value of neighbouring properties, and
  - d. Not create visual or aesthetic blight.;
15. The site and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.;
16. Wiring and conduits of the sign must be concealed from view.;
17. This permit may be revoked at any time if, in the opinion of the Development Officer, the proposed development has become detrimental, unsightly or otherwise incompatible with the amenities of the neighbourhood.;
18. The combined area of all ACCESSORY BUILDINGS on a LOT in a commercial or industrial LAND USE DISTRICT shall not exceed the total area of the PRINCIPAL BUILDING;
19. The lowest opening of the building shall be a minimum of 2.0% above the centerline elevation of the street abutting the property.;
20. The municipality has assigned the following address to the noted property: 9201 102 AVE. You are required to display the address (9201) so as to be clearly legible from the street and be on a contrasting background. The minimum size of the characters shall be four inches in height.;

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21. The property must at all times be kept in a neat and orderly fashion.;
22. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.;
23. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.;
24. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request to Construct an Access form by contacting the Operations Department for Mackenzie County at (780) 928-3983. Access to be constructed at the developers expense.;
25. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.;

**CARRIED**

- b) 134-DP-23 Joseph & Sarah Friesen  
Manufactured Home – Mobile with a 33% Setback  
Variance in “A”  
NE 34-102-18-W5M (18203 TWP RD 1030) (Blue Hills Area)**

**MPC 23-06-099** **MOVED** by Erick Carter

That Development Permit 134-DP-23 on NE 34-102-18-W5M in the name of Joseph & Sarah Friesen be APPROVED with the following conditions:

Failure to comply with one or more of the attached conditions shall render this permit Null and Void

1. A **33% Setback Variance** for the Manufactured Home – Mobile & Deck is hereby granted. The Manufactured Home – Mobile & Deck shall be a minimum of 90 feet (27.4 meters) from the East property line.
2. Remaining minimum building setbacks:

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- a. 41.15 meters (135 feet) from any road allowances; and
  - b. 15.24 meters (50 feet) from any other property lines.;
3. The Manufactured Home – Mobile & Deck shall meet all National Building Code 2019 Alberta Edition requirements for Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.
  4. The undercarriage of the Manufactured Home – Mobile shall be screened from view by skirting or such other means satisfactory to the Development Authority.;
  5. If there is an existing Dwelling, it shall be removed from the property before occupancy of the new Dwelling (Manufactured Home – Mobile).;
  6. No accessory building erected/or moved onto the site shall be used as a dwelling.;
  7. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall compliment the natural features and character of the site and the aesthetics of the neighbouring residences to the satisfaction of the Development Authority.
  8. Any doors, windows and other openings to any DEVELOPMENT shall be at the same or greater elevation as the downstream ROAD centerline elevation to avoid overland flood damage, water seepage and other water related damage.
  9. All basement or below grade developments shall have an operational sump pump.
  10. Any permanent buildings on the property must be constructed 2% greater than the grade of the road.
  11. All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015.
  12. Mitigation measures must be in place, where applicable, in order to avoid water damage from potential seasonal flooding.;
  13. No site work or grading shall take place on the site that will alter existing drainage patterns or contribute to the flooding or inundation of adjacent properties;
  14. **This permit approval is subject to the access to the property being constructed to County standards.** PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services

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Department for Mackenzie County at 780-928-3983. Access to be constructed at the developers' expense.

15. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
16. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
17. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

## CARRIED

### 6. SUBDIVISIONS

- a) **29-SUB-23 Daniel Enns  
10 acres (1 Lot) in "A"  
NW 16-106-11-W5M (Rural)**

**MPC 23-06-100** **MOVED** by Andrew O'Rourke

That Subdivision Application 29-SUB-23 in the name of Daniel Enns of NW-16-106-11-W5M be APPROVED with the following conditions:

1. This approval is for a **Type B Subdivision**, containing 1 lot, totalling 10 Acres.
2. The Applicant/Developer shall enter into and abide by a Development Agreement with Mackenzie County which shall contain, but is not limited to:
  - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality,
    - I. Any permanent buildings on the property must be constructed 2% above the grade of the road.
    - II. Below Grade development is not permitted.
  - b) Mitigation measure must be in place in order to avoid water damage from potential pluvial flooding,

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- c) Provision of a road and access to both the subdivision and the balance of the lands in accordance with Alberta Transportation standards at the developer's expense,
- d) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015,
- e) **Provision of a storm water management plan. Contact Planning and Development staff at (780) 928-3983 to discuss the requirements for your subdivision.**
- f) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration,
- g) Provision of utility rights-of-way as required by ATCO Electric, TELUS, Northern Lights Gas Co-op, and others,
- h) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.
- i) Provision of **municipal reserve in the form of money in lieu of land**. The specific amount is based on 10% of the subject land and on the current market value in accordance with Policy DEV005. The subject land is 10 acres; 10% of 10 acres equals 1 acre. The current market value for this property is \$7,000.00 per acre. **1 acre multiplied by \$7,000.00 equals \$7,000;**
- j) The Developer has the option to provide a market value appraisal of the existing parcel of land as of a specified date occurring within the 35-day period following the date on which the application for subdivision approval is made in accordance to the *Municipal Government Act* Section 667(1)(a).

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- k) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**

**CARRIED**

- b) **30-SUB-23 Jonathan Teichroeb  
11.8 acres (1 Lot) in "A"  
SW 14-105-13-W5M**

**MPC 23-06-101** **MOVED** by David Driedger

That Subdivision Application 30-SUB-23 in the name of Jonathan Teichroeb SW-14-105-13-W5M be APPROVED with the following conditions:

1. This approval is for a **TYPE B** subdivision totalling 11.78 acres (4.77 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with Mackenzie County which shall contain, but is not limited to:
  - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality,
    - I. Any permanent buildings on the property must be constructed 2% above the grade of the road.
  - b) Mitigation measure must be in place in order to avoid water damage from potential pluvial flooding,
  - c) Provision of a road and access to both the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense,
  - d) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015,

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- e) **Provision of a storm water management plan. Contact Planning and Development staff at (780) 928-3983 to discuss the requirements for your subdivision,**
- f) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration,
- g) Provision of utility rights-of-way as required by ATCO Electric, TELUS, Northern Lights Gas Co-op, and others,
- h) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached,
- i) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**

**CARRIED**

**7. MISCELLANEOUS**

- a) **Bylaw 1301 Land Use Bylaw Amendment  
Plan 212 0513, Block 4, Lots 3-5 and Plan 212 0513, Block 3, Lots 1-5  
Rezone from Hamlet Residential 1 "H-R1" to  
Hamlet Residential 2A "H-R2A"**

**MPC 23-06-102 MOVED** by Erick Carter

That the Municipal Planning Commission recommend to Council to approve Bylaw 1301-23 being a Land Use Bylaw Amendment to rezone Plan 212 0513, Block 4, Lots 3-5 and Plan 212 0513 Block 3, Lots 1-5 from Hamlet Residential 1 "H-R1" to Hamlet Residential 2A "H-R2A" subject to public hearing input.

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**CARRIED**

**8. CLOSED MEETING**

a) None

**9. MEETING DATES**

- ❖ Thursday, July 13, 2023 @ 10:00 a.m. in La Crete
- ❖ Thursday, July 27, 2023 @ 10:00 a.m. in Fort Vermilion
- ❖ Thursday, August 10, 2023 @ 10:00 a.m. in La Crete
- ❖ Thursday, August 24, 2023 @ 10:00 a.m. in Fort Vermilion

**10. ADJOURNMENT**

**MPC 23-06-103 MOVED** by Jacquie Bateman

That the Municipal Planning Commission Meeting be adjourned at 10:17 a.m.

**CARRIED**

These minutes were adopted this 13<sup>th</sup> day of July, 2023.

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Erick Carter, Chair

**MACKENZIE COUNTY  
Municipal Planning Commission Meeting**

**Mackenzie County Office  
La Crete, AB**

**Thursday, July 13, 2023 @ 10:00 a.m.**

**PRESENT:** Erick Carter Chair, MPC Member  
Tim Driedger Vice Chair, MPC Member  
Andrew O'Rourke MPC Member  
David Driedger Councillor, MPC Member

**ADMINISTRATION:** Caitlin Smith Director of Planning and Agriculture  
Jackie Roberts Development Officer  
Lynda Washkevich Development Officer  
Jamie Kramer Development Officer  
Laura Braun Administrative Assistant/Recording Secretary

**MEMBERS OF THE PUBLIC:** Albert Teichroeb  
Peter Unrau  
Allan Derksen

**REGRETS:** Jacquie Bateman Councillor, MPC Member

**MOTION 1. CALL TO ORDER**

Erick Carter called the meeting to order at 9:58 a.m.

**2. ADOPTION OF AGENDA**

**MPC 23-07-104 MOVED** by Tim Driedger

That the agenda be adopted with the following additions:

**6.e) 33-SUB-23 Darcy Fehr, Ryan Fehr and Christina Fehr (Handout)  
15.8 acres (1 Lot) in "A"  
NE-33-109-16-W5M**

**7.b) 13xx-23 Land Use Bylaw Amendment (Handout)  
Rezone Part of SW-2-106-15-W5M  
From Agricultural "A" to "I"**

**CARRIED**

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**3. MINUTES**

**a) Adoption of Minutes**

**MPC 23-07-105 MOVED** by Andrew O'Rourke

That the minutes of the June 22, 2023 Municipal Planning Commission meeting be adopted as presented.

**CARRIED**

**4. TERMS OF REFERENCE**

For Information.

**5. DEVELOPMENT**

- a) 085-DP-23 Westridge Apartments  
Residential Sales Centre (Dwelling – Apartment)(12 Units)  
in “H-R2”  
Part of Plan 992 5746, Block 25, Lots 3&4 (La Crete)**

**MPC 23-07-106 MOVED** by David Driedger

That Development Permit 085-DP-23 on Part of Plan 992 5746, Block 25, Lots 3 & 4 in the name of Westridge Apartments be APPROVED with the following conditions:

Failure to comply with one or more of the attached conditions shall render this permit Null and Void

1. Minimum building setbacks for the Residential Sales Centre are:
  - a) 4.5 meters (14.8 feet) front yard and
  - b) 1.5 meters (5 feet) side yards
  - c) 1.5 meters (5 feet) rear yard; from the property lines, or setbacks required by Safety Codes, whichever is greater. It is the responsibility of the developer to find out the Safety Codes setbacks.
2. The developer shall enter into a Development Agreement with Mackenzie County.
3. The Residential Sales Centre shall meet all National Building Code 2019 Alberta Edition requirements for Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.

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4. The developer must provide design drawings prior to construction. The architecture, construction materials and appearance of the Residential Sales Centre shall be to accepted standards and shall compliment the natural features and character of the site to the satisfaction of the Development Authority.
5. The Residential Sales Centre is to be connected to the municipal water and sewer system and the cost of connection fees will be borne by the owner.
6. **The Municipality will assign an address to the noted building. You are required to display the address to be clearly legible from the street and be on a contrasting background. The minimum size of the characters shall be four inches in height.**

**Each unit must be numbered individually from 1-12 which will be assigned by the municipality.**

7. The siting and development of the Residential Sales Centre shall be in compliance with the regulations of the Land Use Zone intended to be applied to the site to accommodate future residential development; provided that the development officer may attach additional conditions to minimize adverse impacts on adjacent development, including the construction of roadways or temporary turnarounds, in accordance with Mackenzie County's Design Standards.
8. Where the lowest opening of the dwelling-row is 25 feet from the front property line it is required to be at a minimum 4% grade above the curb level. Where the lowest opening of the dwelling-row is 50 feet from the front property line it is required to be at a minimum 2% grade above the curb level.
9. On-site parking shall be provided at a rate of parking spaces per 100.0m<sup>2</sup> (1076.9ft<sup>2</sup>) of FLOOR AREA of the RESIDENTIAL SALES CENTRE, and all curb crossings and access points shall be designed and located so as to minimize on-site and off-site traffic impacts, to the satisfaction of the DEVELOPMENT AUTHORITY.
10. The colours and materials employed for the exterior finishes, whether permanent or temporary, shall be compatible with those commonly found in Residential Zones.
11. Any exterior lighting shall be designed and located such that no light is directed at adjoining properties and such that the effectiveness of any traffic control devices is not impaired.
12. **A development permit for occupancy must be obtained by the developer after the subdivision conditions have been met and the lots have been registered.**

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13. A RESIDENTIAL SALES CENTRE may not be used for occasional or permanent residential accommodation purposes.
14. Where full services are not available to the site, a RESIDENTIAL SALES CENTRE shall be provided with a sanitary privy which meets the standards of all applicable health and safety legislation.
15. **The owner of the site on which a RESIDENTIAL SALES CENTRE is located shall, within two (2) weeks or otherwise determined by the DEVELOPMENT AUTHORITY following the placement of BASEMENT or foundation walls, provide to the Planning & Development Department a Real Property Report confirming the location of the same on the site.**
16. Prior to the commencement of any clearing, excavation or other work in respect of the construction of the RESIDENTIAL SALES CENTRE, the permit holder shall:
  - Contact an Alberta Land Surveyor to survey the proposed LOTS in accordance with the Plan of Subdivision;
  - Provide access to the RESIDENTIAL SALES CENTRE such that the total unobstructed distance from a fire hydrant / fire pond to the principal entrance of each RESIDENTIAL SALES CENTRE is not more than 90.0m (295.3ft) or such distance as approved by Fire Rescue Operations. An access ROAD(S) shall be constructed to Mackenzie County's General Municipal Improvement Standards suitable for fire truck use; and
  - Have erected on the site a SIGN bearing the words:

*"This RESIDENTIAL SALES CENTRE has been approved for the sole purpose of marketing homes in this area. Be advised that this RESIDENTIAL SALES CENTRE cannot be sold or occupied as a residential dwellings until such time that it has been approved for occupancy by Mackenzie County. For more information call – Insert Developer Name and Phone Number".*
17. **All DEVELOPMENT shall provide:**
  - a. Lighting between DWELLING UNITS;
  - b. Orientation of buildings and general site appearance;
  - c. Safe pedestrian access to and from the public sidewalk fronting the building; and
  - d. Parking areas adjacent to streets must be paved.
18. No construction or development is allowed on a right-of-way. It is the

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responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.

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

### **CARRIED**

### **6. SUBDIVISION**

- d) 34-SUB-23 Albert Teichroeb  
12.8 acres (Boundary Adjustment) in "A"  
SW 7-104-16-W5M**

### **MPC 23-07-107 MOVED** by Tim Driedger

That Subdivision Application 34-SUB-23 in the name of Albert Teichroeb of SW-7-104-16-W5M be APPROVED with the following conditions:

1. This approval is for a **Boundary Adjustment**, increasing by 7.78 acres, for a total of 12.8 Acres.
2. The Applicant/Developer shall enter into and abide by a Development Agreement with Mackenzie County which shall contain, but is not limited to:
  - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality,
    - I. Any permanent buildings on the property must be constructed 2% above the grade of the road.
  - b) Mitigation measure must be in place in order to avoid water damage from potential pluvial flooding,
  - c) Provision of a road and access to both the subdivision and the balance of the lands in accordance with

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Mackenzie County standards at the developer's expense,

- d) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015,
- e) **Provision of a storm water management plan. Contact Planning and Development staff at (780) 928-3983 to discuss the requirements for your subdivision.**
- f) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration,
- g) Provision of utility rights-of-way as required by ATCO Electric, TELUS, Northern Lights Gas Co-op, and others,
- h) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.
- i) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**

**CARRIED**

**5. DEVELOPMENT**

- b) **151-DP-23 Peter Banman  
Shop – Farm with a 50% Setback Variance in "A"  
Part of SE 36-106-14-W5M (106502 RGE RD 140) (La Crete Rural)**

**MPC 23-07-108 MOVED** by Andrew O'Rourke

That Development Permit 151-DP-23 on Part of SE 36-106-14-W5M in the name of Peter Banman be APPROVED with the following conditions:

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Failure to comply with one or more of the attached conditions shall render this permit Null and Void

1. A **50% Setback Variance** for the Shop - Farm is hereby granted. The Shop - Farm shall be a minimum of 25 feet (7.62 meters) from the south property line.
2. Remaining minimum building setbacks:
  - a. 41.15 meters (135 feet) from any road allowances; and
  - b. 15.24 meters (50 feet) from any other property lines.;
3. The Shop – Farm is approved for personal use only and no commercial activity is permitted in this building. If the developer/landowner/occupant or other person or persons intend to use the Shop - Farm for commercial or industrial uses, a new development permit is required prior to the commencement of the commercial or industrial use;
4. The Shop – Farm shall not be used as a dwelling.;
5. No accessory building erected/or moved onto the site shall be used as a dwelling.;
6. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall compliment the natural features and character of the site and the aesthetics of the neighbouring residences to the satisfaction of the Development Authority.
7. Any doors, windows and other openings to any DEVELOPMENT shall be at the same or greater elevation as the downstream ROAD centerline elevation to avoid overland flood damage, water seepage and other water related damage.
8. All basement or below grade developments shall have an operational sump pump.
9. Any permanent buildings on the property must be constructed 2% greater than the grade of the road.
10. All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015.
11. Mitigation measures must be in place, where applicable, in order to avoid water damage from potential seasonal flooding.;
12. No site work or grading shall take place on the site that will alter existing drainage patterns or contribute to the flooding or inundation of adjacent properties;

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13. **This permit approval is subject to the access to the property being constructed to County standards.** PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed at the developers' expense.
14. **No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.**
15. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
16. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

### **CARRIED**

- c) **152-DP-23 George Janzen/571950 Alberta Ltd.  
Retail – General (Home Hardware) Addition with a 25%  
Setback Variance in “LC-MS”  
Plan 1160NY, Block 5, Lot 6 & Plan 082 8868, Block 5,  
Lot 10 (9901 100 ST) (La Crete)**

### **MPC 23-07-109 MOVED** by Tim Driedger

That Development Permit 152-DP-23 on Plan 1160NY, Block 5, Lot 6 & Plan 082 8868, Block 5, Lot 10 in the name of JANZEN, GEORGE/571950 ALBERTA LTD. be APPROVED with the following conditions:

Failure to comply with one or more of the attached conditions shall render this permit Null and Void

1. A 25% Setback Variance for the Retail – General Addition on Plan 082 8868, Block 5, Lot 10 is hereby granted. The Addition shall be a minimum of 3.37 meters (11.05 feet) from the rear (east) property line.;
2. Remaining minimum building setbacks: 3 meters (9.8 feet) front yard; 1.5 meters (5 feet) side yards; from the property lines.;
3. The Retail – General Addition shall meet all National Building Code 2019 Alberta Edition requirements for Buildings and any other

requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.;

4. **This development permit approval is dependent on Plan 1160NY, Block 5, Lot 6 and Plan 082 8868, Block 5, Lot 10 being consolidated. Failure to do so will render this permit null and void.**
5. The Addition shall be constructed and finished with similar construction materials as the existing Building to accepted standards and shall compliment the natural features and character of the site to the satisfaction of the Development Authority. The exterior of the existing Building and Addition shall be similar in appearance and color.;
6. The Municipality has assigned an address to the building as follows: 9901 100 Street.

You are required to display the address to be clearly legible from the street and be on a contrasting background. The minimum size of the characters shall be four inches in height.

7. Provide extra off street parking for the addition as follows: The minimum parking standards are 1 space per 30 square meters of building area which in this case is 59 public parking stalls, 1 space per each full time employee and 1 space for every 2 part time employees. One parking space, including the driveway area, shall occupy 27.87 square meters (300 square feet).;
8. Building to be connected to the municipal water and sewer system and the cost of connection fees will be borne by the owner.;
9. This permit may be revoked at any time if, in the opinion of the Development Authority, the proposed development has become detrimental or otherwise incompatible with the amenities of the neighbourhood.;
10. The internal sidewalk must tie into the county sidewalk.
11. The curbs and parking area must have cement curbs that control the movement of vehicles.
12. The front yard shall be landscaped to the satisfaction of the Development Authority. Landscaped strips are required between the parking area and the sidewalk (100 Street). The landscaped strips shall be a minimum of 3 meters (10 feet) in width and consistent of a combination of grass, shrubs, and/or trees.
13. All new building and site designs should emphasize a pedestrian friendly environment which must include ground floor walls, windows and doors that face a ROAD.

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14. Tree planting and landscaping shall extend from the street frontage to surround the front of the parking lot, to provide increased greenery and SCREENING. Location, spacing and species type shall be to the satisfaction of the Development Authority.
15. A landscaping plan shall be submitted as part of a DEVELOPMENT PERMIT application.
16. Consistent hard surfacing material shall be extended from the public sidewalk to the front of the building façade to maintain downtown visual identity.
17. Ground level display windows shall be designed to maximize visibility and natural light flow. Kickplates shall not exceed 0.9m (3.0ft) in height measured from GRADE level.
18. Glazing and frosting shall not exceed twenty-five percent (25%) of the surface area of a window. Where multiple glass panes are required, they shall be seamed together, to minimize visual interruption.
19. Doorway recession depths shall not exceed the depth required to accommodate outward swinging doors.
20. Architectural projections (such as awnings and lighting) shall not exceed the width of the sidewalk, measured from the property line.
21. A sufficient number of catch basins to drain the site shall be provided, to the satisfaction of the Development Authority.
22. No curb cut providing vehicle access onto the subject site shall:
  - a. Be within 6.0m (19.7ft) from the nearest corner of an intersection of two roads;
  - b. Have a width greater than 10.7m (35.1ft);
  - c. Be located closer than 6.0m (19.7ft) from an adjacent curb cut on the same side of a site and measured along the LOT LINE.
23. No construction or development is allowed on a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
24. **This permit approval is subject to the access to the property being constructed to County standards.** PRIOR to installation of a new access or changing location of existing access, complete a Request to Construct an Access form by contacting the Operations Department for Mackenzie County at (780) 928-3983. Access to be constructed at the developers' expense.

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

**CARRIED**

**6. SUBDIVISIONS**

- a) **20-SUB-23 Daniel & Anna Schmidt  
35.0 acres in "RIG"  
NW 24-107-14-W5M**

**MPC 23-07-110 MOVED** by Andrew O'Rourke

That subdivision application 20-SUB-23 for Daniel & Anna Schmidt of NW-24-107-14-W5M be REFUSED due to no additional subdivisions are permitted on Agricultural "A" zoned lands.

**CARRIED**

- b) **31-SUB-23 David Martens  
20 acres in "A"  
SE 24-107-12-W5M**

**MPC 23-07-111 MOVED** by David Driedger

That Subdivision Application 31-SUB-23 in the name of David Martens of SE-24-107-12-W5M be APPROVED with the following conditions:

1. This approval is for a **Type A Subdivision**, containing 1 lot, totalling 20 Acres.
2. The Applicant/Developer shall enter into and abide by a Development Agreement with Mackenzie County which shall contain, but is not limited to:
  - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality,
    - I. Any permanent buildings on the property must be constructed 2% above the grade of

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the road.

- b) Mitigation measure must be in place in order to avoid water damage from potential pluvial flooding,
- c) Provision of a road and access to both the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense,
- d) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015,
- e) **Provision of a storm water management plan. Contact Planning and Development staff at (780) 928-3983 to discuss the requirements for your subdivision.**
- f) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration,
- g) Provision of utility rights-of-way as required by ATCO Electric, TELUS, Northern Lights Gas Co-op, and others,
- h) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.
- i) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**

**CARRIED**

- c) **32-SUB-23 Daniel & Justina Unruh  
12.8 acres in "A"  
SE 1-109-16-W5M**

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**MPC 23-07-112 MOVED** by Tim Driedger

That Subdivision Application 32-SUB-23 in the name of Daniel & Justina Unruh of SE-1-109-16-W5M be APPROVED with the following conditions:

1. This approval is for a **Type B Subdivision**, containing 1 lot, totalling 12.8 Acres.
2. The Applicant/Developer shall enter into and abide by a Development Agreement with Mackenzie County which shall contain, but is not limited to:
  - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality,
    - I. Any permanent buildings on the property must be constructed 2% above the grade of the road.
  - b) Mitigation measure must be in place in order to avoid water damage from potential pluvial flooding,
  - c) Provision of a road and access to both the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense,
  - d) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015,
  - e) **Provision of a storm water management plan. Contact Planning and Development staff at (780) 928-3983 to discuss the requirements for your subdivision.**
  - f) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration,
  - g) Provision of utility rights-of-way as required by ATCO Electric, TELUS, Northern Lights Gas Co-op, and others,
  - h) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or

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correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.

- i) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**

**CARRIED**

**7. MISCELLANEOUS**

- a) **Development Statistics Report  
January to June 2023**

For information.

- b) **Bylaw 13xx-23 Land Use Bylaw Amendment  
Rezone Part of SW 2-106-15-W5M  
From Agricultural "A" to Institutional "I" (ADDITION)**

**MPC 23-07-113** **MOVED** by Tim Driedger

Requires  
Unanimous

That the Municipal Planning Commission recommend to Council to approve Bylaw 13xx-23 being a Land Use Bylaw Amendment to rezone Part of SW-2-106-15-W5M from Agricultural "A" to Institutional "I", subject to public hearing input.

**CARRIED UNANIMOUSLY**

**6. SUBDIVISIONS**

- e) **33-SUB-23 Darcy Fehr, Ryan Fehr and Christina Fehr  
15.8 acres (1 Lot)  
NE 33-109-16-W5M (ADDITION)**

**MPC 23-07-114** **MOVED** by David Driedger

Requires  
Unanimously

That Subdivision Application 33-SUB-23 in the name of Darcy Fehr,

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Ryan Fehr and Christina Fehr of NE-33-109-16-W5M be APPROVED with the following conditions:

1. This approval is for a **Type B Subdivision**, containing 1 lot, totalling 15.8 Acres.
2. The Applicant/Developer shall enter into and abide by a Development Agreement with Mackenzie County which shall contain, but is not limited to:
  - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality,
    - I. Any permanent buildings on the property must be constructed 2% above the grade of the road.
  - b) Mitigation measure must be in place in order to avoid water damage from potential pluvial flooding,
  - c) **Provision of a road and access to both the subdivision and the balance of the lands in accordance with Alberta Transportation standards and conditions at the developer's expense,**
  - d) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015,
    - I. **The existing discharge will be relocated as per the tentative plan and the applicant shall obtain applicable permits,**
  - e) **Provision of a storm water management plan. Contact Planning and Development staff at (780) 928-3983 to discuss the requirements for your subdivision,**
  - f) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration,
  - g) Provision of utility rights-of-way as required by ATCO Electric, TELUS, Northern Lights Gas Co-op, and others,

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- h) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.
- i) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**

**CARRIED UNANIMOUSLY**

**8. CLOSED MEETING**

- a) None

**9. MEETING DATES**

- ❖ Thursday, July 27, 2023 @ 10:00 a.m. in Fort Vermilion
- ❖ Thursday, August 10, 2023 @ 10:00 a.m. in La Crete
- ❖ Thursday, August 24, 2023 @ 10:00 a.m. in Fort Vermilion

**10. ADJOURNMENT**

**MPC 23-07-115 MOVED** by Andrew O'Rourke

That the Municipal Planning Commission Meeting be adjourned at 11:22 a.m.

**CARRIED**

These minutes were adopted this 27<sup>th</sup> day of July, 2023.

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Erick Carter, Chair

**MACKENZIE COUNTY  
Municipal Planning Commission Meeting**

**Mackenzie County Office  
Fort Vermilion, AB**

**Thursday, July 27, 2023 @ 10:00 a.m.**

**PRESENT:** Erick Carter Chair, MPC Member  
Tim Driedger Vice Chair, MPC Member  
Andrew O'Rourke MPC Member  
David Driedger Councillor, MPC Member

**ADMINISTRATION:** Caitlin Smith Director of Planning and Agriculture  
Lynda Washkevich Development Officer  
Laura Braun Administrative Assistant/Recording Secretary

**REGRETS:** Jacquie Bateman Councillor, MPC Member

**MEMBERS OF THE PUBLIC:** Derrick Unger

**MOTION 1. CALL TO ORDER**

Erick Carter called the meeting to order at 10:01 a.m.

**2. ADOPTION OF AGENDA**

**MPC 23-07-116 MOVED** by Tim Driedger

That the agenda be adopted as presented.

**CARRIED**

**3. MINUTES**

**a) Adoption of Minutes**

**MPC 23-07-117 MOVED** by David Driedger

That the minutes of the July 13, 2023 Municipal Planning Commission meeting be adopted as presented.

**CARRIED**

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4. **TERMS OF REFERENCE**

For Information.

5. **DEVELOPMENT**

**b) 183-DP-23 Derrick & Leona Unger  
Dwelling – Single Family on a Basement in “A”  
Plan 202 2527, Block 1, Lot 1 (16040 TWP RD 1044)(Rural)**

**MPC 23-07-118 MOVED** by David Driedger

That Development Permit 183-DP-23 on Plan 202 2527, Block 1, Lot 1 in the name of UNGER, DERRICK & LEONA be APPROVED with the following conditions:

Failure to comply with one or more of the attached conditions shall render this permit Null and Void

1. Minimum building setbacks: a. 41.15 meters (135 feet) from any road allowances; and b. 15.24 meters (50 feet) from any other property lines.;
2. The Dwelling - Single Family shall meet all National Building Code 2019 Alberta Edition requirements for Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.;
3. The existing Manufactured Home - Mobile shall be removed from the property after occupancy of the new dwelling (Dwelling - Single Family).;
4. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards.;
5. All basement or below grade developments shall have an operational sump pump;
6. All sewage disposals shall conform to the Alberta Private Sewage Systems Stand of Practice 2015.;
7. Any doors, windows and other openings to any DEVELOPMENT shall be at the same or greater elevation as the downstream ROAD centerline elevation to avoid overland flood damage, water seepage and other water related damage.;
8. Mitigation measures must be in place, where applicable, in order to avoid water damage from potential seasonal flooding.;
9. No site work or grading shall take place on the site that will alter

existing drainage patterns or contribute to the flooding or inundation of adjacent properties;

10. A minimum of two (2) feet of fill is required prior to any construction of the house as a preventative measure to mitigate any potential pluvial flooding.
11. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.;
12. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.;
13. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request to Construct an Access form by contacting the Operations Department for Mackenzie County at (780) 928-3983. Access to be constructed at the developers expense.;
14. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.;

### **CARRIED**

- a) **174-DP-23 Backwoods RV Ltd.  
Automotive Equipment and Vehcile Services, Major in  
“LC-HI”  
Plan 962 1721, Block 18, Lot 6 (9809 101 AVE, Unit 1)  
(La Crete)**

**MPC 23-07-119    MOVED** by Andrew O'Rourke

That Development Permit 174-DP-23 on Plan 962 1721, Block 18, Lot 6 in the name of Backwoods RV Ltd. be APPROVED with the following conditions:

Failure to comply with one or more of the attached conditions shall render this permit Null and Void

1. This permit is for the APPROVAL of an Automotive Equipment and Vehicle Services, Major (Change of Use) in Unit 1 of the existing building.

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2. The Automotive Equipment and Vehicle Services, Major shall meet all National Building Code 2019 Alberta Edition requirements for Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.;
3. This permit approval is subject to approval from the Alberta Motor Vehicle Industry Council (AMVIC). The developer is required to obtain written approval from the Alberta Motor Vehicle Industry Council regarding the proposed development prior to commencement of the development. Failure to do so shall render this permit Null and Void.;
4. All conditions and requirements by the Alberta Motor Vehicle Industry Council "AMVIC" are to be met to their specifications and standards.;
5. Building to be connected to the municipal water and sewer system and the cost of connection fees will be borne by the owner.;
6. No vehicle shall be located in such a way that it impedes visibility for vehicular and/or pedestrian traffic.;
7. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall compliment the natural features and character of the site to the satisfaction of the Development Authority.
8. Provide adequate off street parking as follows: The minimum parking standards are 1 space per 45 square meters (484.4 square feet) of building area, 1 space per each full time employee and 1 space for every 2 part time employees. *"One parking space, including the driveway area, shall occupy 27.87 square meters (300 square feet)."*
9. Illumination of the sign must not negatively affect, nor pose a safety hazard to, an adjacent site or street.;
10. The sign shall be a minimum of 2 meters in height from the bottom of the sign above the curb/sidewalk.;
11. The sign shall be located a minimum of: 20 meters from regulatory signs, and 1.5 m (5.0 ft.) from the curb/sidewalk.;
12. The sign shall be placed on site and is not permitted to be placed on any County lands and/or road rights-of-way.;
13. The sign shall:
  - a) Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,
  - b) Not unduly interfere with the amenities of the district,



- c) Not materially interfere with or affect the use, enjoyment or value of neighbouring properties, and
  - d) Not create visual or aesthetic blight.;
14. The site and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.;
  15. Wiring and conduits of the sign must be concealed from view.;
  16. This permit may be revoked at any time if, in the opinion of the Development Officer, the proposed development has become detrimental, unsightly or otherwise incompatible with the amenities of the neighbourhood.;
  17. The combined area of all ACCESSORY BUILDINGS on a LOT in a commercial or industrial LAND USE DISTRICT shall not exceed the total area of the PRINCIPAL BUILDING;
  18. The lowest opening of the building shall be a minimum of 2.0% above the centerline elevation of the street abutting the property.;
  19. The municipality has assigned the following address to the noted property: 9809 101 AVE, Unit 1. You are required to display the address (9809-1) so as to be clearly legible from the street and be on a contrasting background. The minimum size of the characters shall be four inches in height.;
  20. The property must at all times be kept in a neat and orderly fashion.;
  21. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.;
  22. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.;
  23. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request to Construct an Access form by contacting the Operations Department for Mackenzie County at (780) 928-3983. Access to be constructed at the developers expense.;
  24. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.;

**CARRIED**

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**6. SUBDIVISION**

- a) 35-SUB-23 Mackenzie Grain  
14.53 acres in "A"  
SW 12-110-17-W5M**

**MPC 23-07-120 MOVED** by Tim Driedger

That Subdivision Application 35-SUB-23 in the name of Mackenzie Grain Ltd. of SW-12-110-17-W5M be APPROVED with the following conditions:

1. This approval is for a **Type B Subdivision**, containing 1 lot, totalling 14.53 Acres.
2. The Applicant/Developer shall enter into and abide by a Development Agreement with Mackenzie County which shall contain, but is not limited to:
  - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality,
    - I. Any permanent buildings on the property must be constructed 2% above the grade of the road.
  - b) Mitigation measure must be in place in order to avoid water damage from potential pluvial flooding,
  - c) Provision of a road and access to both the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense
  - d) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015,
    - I. **The existing pump out will be relocated as per the tentative plan and the applicant shall obtain applicable permits,**
  - e) **Provision of a storm water management plan. Contact Planning and Development staff at (780) 928-3983 to discuss the requirements for your subdivision,**

- f) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration,
- g) Provision of utility rights-of-way as required by ATCO Electric, TELUS, Northern Lights Gas Co-op, and others,
- h) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.
- i) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**

**CARRIED**

- b) **36-SUB-23 Jeremy Peters and Thomas & Tina Peters  
46.48 acres (Boundary Adjustment) in "A"  
Plan 094 1366, Block 1, Lot 1 (Part of SW 19-105-15-W5M)**

**MPC 23-07-121 MOVED** by David Driedger

That Boundary Adjustment Application 36-SUB-23 in the name of Jeremy Peters and Thomas & Tina Peters for Plan 094 1366, Block 1, Lot 1 (Part of SW-19-105-15-W5M) be APPROVED with the following conditions:

1. This approval is for a Boundary Adjustment, 48.46 acres (18.81 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with Mackenzie County which shall contain, but is not limited to:

- a) Prior to any development on the proposed subdivision, the

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developer shall obtain a development permit from the Municipality,

- I. Any permanent buildings on the property must be constructed 2% above the grade of the road.
- b) Mitigation measure must be in place in order to avoid water damage from potential pluvial flooding,
- c) Provision of a road and access to both the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense,
- d) **Provision of a storm water management plan. Contact Planning and Development staff at (780) 928-3983 to discuss the requirements for your subdivision.**
- e) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration,
- f) Provision of utility rights-of-way as required by ATCO Electric, TELUS, Northern Lights Gas Co-op, and others,
- g) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached,
- h) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**

**CARRIED**

- c) **37-SUB-23 Johan & Jenny Giesbrecht  
10.72 acres in "A"  
SE 19-107-14-W5M**

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**MPC 23-07-122 MOVED** by Andrew O'Rourke

That Subdivision Application 37-SUB-23 in the name of Johan and Jenny Giesbrecht of Part of SE-19-107-14-W5M be APPROVED with the following conditions:

1. This approval is for a **Type B Subdivision**, containing 1 lot, totalling 10.72 Acres.
2. The Applicant/Developer shall enter into and abide by a Development Agreement with Mackenzie County which shall contain, but is not limited to:
  - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality,
    - I. Any permanent buildings on the property must be constructed 2% above the grade of the road.
  - b) Mitigation measure must be in place in order to avoid water damage from potential pluvial flooding,
  - c) **Provision of a road and access to both the subdivision and the balance of the lands in accordance with Alberta Transportation standards and conditions at the developer's expense,**
  - d) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015,
    - I. **The existing discharge will be relocated as per the tentative plan and the applicant shall obtain applicable permits,**
  - e) **Provision of a storm water management plan. Contact Planning and Development staff at (780) 928-3983 to discuss the requirements for your subdivision,**
  - f) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration,
  - g) Provision of utility rights-of-way as required by ATCO Electric,

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TELUS, Northern Lights Gas Co-op, and others,

- h) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.
- i) Provision of municipal reserve in the form of money in lieu of land. The specific amount is based on 10% of the subject land and on the current market value in accordance with Policy DEV005. The subject land is 10 acres; 10% of 10 acres equals 1 acre. The current market value for this property is \$7,000.00 per acre. 1.07 acre multiplied by \$7,000.00 equals \$7,490;
- j) The Developer has the option to provide a market value appraisal of the existing parcel of land as of a specified date occurring within the 35-day period following the date on which the application for subdivision approval is made in accordance to the Municipal Government Act Section 667(1)(a).
- k) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**

**CARRIED**

- d) **38-SUB-23 571950 AB Ltd.  
16 Lots (Split 8 Lots into Bareland Duplexes) in "H-R2A"  
Plan 212 0513, Block 3, Lots 1-5 and Block 4, Lots 3-5**

**MPC 23-07-123** **MOVED** by Andrew O'Rourke

That Subdivision Application 38-SUB-23 in the name of 571950 AB Ltd. on Plan 212 0513; Block 3, Lots 1-5 and Block 4, Lots 3-5 be APPROVED with the following conditions:

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1. This approval is for a 16 lot subdivision (8 Lot split) totalling 0.49 hectares in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with Mackenzie County which shall contain, but is not limited to:
  - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality;
  - b) Provision of all sanitary systems including service lines, main and appurtenances as required by the Municipality;
  - c) Provision of all water lines, including all fittings and valves as required by the County;
  - d) Provision of municipal servicing (water) to each lot and the connection to sanitary sewer;
  - e) All drainage systems, provisions for weeping tile flow where a high water table or other subsurface conditions cause continuous flow in the weeping tile, and associated works, all as and where required by the County;

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

- (1) Drainage of internal road system,
- (2) Erosion prevention systems, if required,
- (3) Direction of site drainage, and
- (4) Elevation plans for each lot

**Post-development storm water flow rates from the developed area shall not exceed pre-development flow rates.**

- f) Provision of internal roads, sidewalks and other infrastructure as required by the County in accordance to Mackenzie County Engineering Guidelines and at Developers expense, such construction of roads to serve the lots to be created by the subdivision;
- g) Provision of access to lot being created by the subdivision and the balance of the lands in accordance with Mackenzie

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County standards at the developers' expense. This requirement is in accordance with Urban Development Standards DEV001;

- h) Provision of street lighting with underground wiring, design and location as required by the County;
- i) Engineered signage package;
- j) Provision of utilities (power, gas, telephone, etc.) to each lot. Such utilities to be provided in a location and to a standard to be approved by the appropriate utility company and the County. Written confirmation of the completed utility installation is required to be submitted to the County by each utility company prior to registration of the subdivision;
- k) Provision of and/or negotiation for utilities rights-of-way and/or easements as required by utilities companies. Any costs incurred for line relocation will be the responsibility of the developer. All utility lanes/lots must be accessible. All public utility lanes/lots shall be cleared to ground level with all tree stumps and debris removed and then landscaped. Where necessary, utility lanes/lots shall be excavated or landscaped to provide drainage for the subdivision. Any excavation or landscaping of the public utility lanes/lots shall be to engineered plans and completed prior to the installation of utilities;
- l) The developer is responsible for site grading and landscaping to design elevation and seeding with grass or other approved landscaping, in a manner that does not negatively impact adjacent properties or infrastructure;
- m) Provision of an agreement with the adjacent landowners for utility lanes/lots if required;

**CARRIED**

**7. MISCELLANEOUS**

**a) None**

For information.

**8. CLOSED MEETING**

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



a) None

9. **MEETING DATES**

- ❖ Thursday, August 10, 2023 @ 10:00 a.m. in La Crete
- ❖ Thursday, August 24, 2023 @ 10:00 a.m. in Fort Vermilion
- ❖ Thursday, September 14, 2023 @ 10:00 a.m. in La Crete
- ❖ Thursday, September 28, 2023 @ 10:00 a.m. in Fort Vermilion

10. **ADJOURNMENT**

**MPC 23-07-124 MOVED** by Andrew O'Rourke

That the Municipal Planning Commission Meeting be adjourned at 11:07 a.m.

**CARRIED**

These minutes were adopted this 10<sup>th</sup> day of August, 2023.

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Erick Carter, Chair





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>August 16, 2023</b>
<b>Presented By:</b>	<b>Byron Peters, Chief Administrative Officer</b>
<b>Title:</b>	<b>Information/Correspondence</b>

## **BACKGROUND / PROPOSAL:**

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

- Council Action List
- 2023-06-30 – Minister of Seniors, Community and Social Services - Response
- Mandate Letters to Ministers 2023
  - Minister of Agriculture and Irrigation
  - Minister of Transportation and Economic Corridors
  - Minister of Forestry and Parks
  - Minister of Service Alberta & Red Tape Reduction
  - Minister of Indigenous Relations
  - Minister of Municipal Affairs
- 2023-07-19 – Minister of Alberta Transportation & Economic Corridors – Meeting Request
- 2023-07-28 – Minister of Advance3d Education – Northwestern Polytechnic Fairview Campus
- 2022-08-04 – Minister of Agriculture and Irrigation – Municipal Declaration of Agricultural Disaster for Livestock Producers
- 2023-06-06 – Mackenzie County Library Board (MCLB) Meeting Minutes
- 2023-07-18 – Upper Hay Regional Forests Public Advisory Committee (PAC) Meeting Minutes
- La Crete & Area Chamber of Commerce – La Crete Ferry Operations 2023

## **OPTIONS & BENEFITS:**

N/A

**Author:** L. Flooren      **Reviewed by:** \_\_\_\_\_      **CAO:** \_\_\_\_\_

**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 information/correspondence items be accepted for information purposes.

Author: L. Flooren      Reviewed by: \_\_\_\_\_      CAO: \_\_\_\_\_

## Mackenzie County Action List as of August 2, 2023

### *Council and Committee of the Whole Meeting Motions Requiring Action*

Motion	Action Required	Action By	Status
<b>February 22, 2016 Council Meeting</b>			
16-02-135	That the County covers the additional cost of the survey on Plan 5999CL, Lot E to date and have administration release a copy of the report to the landowner informing them that the initial investigation survey has been completed.	Byron	Refer to Motion 18-06-411  In progress. Meeting with landowners.  Impacted by 2020 flood.
<b>May 10, 2016 Regular Council Meeting</b>			
16-05-354	That administration be authorized to proceed as follows in regards to the Zama Crown Land Procurement: <ul style="list-style-type: none"> <li>• cancel PLS 080023;</li> <li>• pursue acquisition of land parcels as identified on the map presented in red;</li> <li>• identify a parcel of land to be subdivided from Title Number 102 145 574 +1 (Short Legal 0923884; 21; 1) and offered for trade or sale to Alberta Environment and Parks due to its unsuitability for a hamlet development , specifically the land use restrictions per Alberta Energy Regulator.</li> </ul>	Caitlin	Asset list with all leases, caveats, dispositions, easements, etc.  Response Received from AEP 2017-11-27.  Application submitted.  PLS180027  FNC received adequacy Next steps
<b>October 9, 2018 Regular Council Meeting</b>			
18-10-763	That administration proceeds with the water diversion license's as discussed.	John	Have received TDL for the Norbord line. Permanent License in progress.
<b>June 5, 2020 Special Council Meeting</b>			
20-06-334	That administration continues to support a community recovery plan that includes a community engagement component.	DRT	Ongoing
<b>July 15, 2020 Regular Council Meeting</b>			
20-11-744	That the concepts and guidance provided within the La Crete Industrial Growth Strategy be incorporated into County planning documents.	Byron	Incorporated into the MDP Drafting ASP RFP
<b>November 25, 2020 Regular Council Meeting</b>			
20-11-748	That Administration proceed in developing an offsite levy bylaw for the benefitting area of the La Crete South Sanitary Trunk Sewer for the purpose in recovering all costs associated with the sanitary sewer trunk improvements.	Byron	Working on draft offsite levy bylaw. Ad Hoc Development Committee

Motion	Action Required	Action By	Status
<b>September 14, 2021 Regular Council Meeting</b>			
21-09-623	That second reading be given to Bylaw 1231-21 being the La Crete Offsite Levy Bylaw be tabled until further date.	Byron	TABLED AD Hoc Committee
21-09-658	That administration work with the Fort Vermilion School Division to complete a trade and land transfer for properties adjacent to the La Crete Distribution Pumphouse and Fort Vermilion Public School.	Byron	Ongoing Awaiting Land Titles
<b>October 12, 2021 Budget Council Meeting</b>			
21-10-696	That Administration proceed with the sale of the closed portions of 100A Street to adjacent landowners at assessed value with all associated costs being borne by the buyer with the exception of those costs associated with registration of a waterline URW where required.	Caitlin	All landowners have committed to offer to purchase, waiting on down payment.
21-10-697	That the north portions of 100A Street (adjacent landowners) be sold back for the same price it was originally purchased to the adjacent landowners with all associated costs being borne by the applicant.	Caitlin	In Progress
<b>December 14, 2021 Regular Council Meeting</b>			
21-12-854	That Policy DEV001 & DEV007 be brought back to Council for review.	Caitlin	Administration to research options for ROW urban standard development Bring to Developers AD-HOC for discussion. In Progress
<b>February 2, 2022 Regular Council Meeting</b>			
22-02-085	That administration move forward with the application process to purchase the following and bring back to Council any future costs related to the purchase such as FNC, survey and assessed value for deliberation and approval.  PLS140031 PLS170002 PLS180022 PLS180027 PLS190005 La Crete Ferry Campground Atlas Landing Area Bridge Campsite Machesis Lake Campground Wadlin Lake Campground	Don/Caitlin	COW 22-06-073 The TCL Leases that are in the process are as follows:  DML170039 FV Bridge campground REC2621 FV Rodeo grounds REC030012 LA Ferry campground REC090007 & 100003 Hutch Lake campground REC880027 Wadlin Lake campground  Received Offer to Purchase, negotiations with AT
<b>March 23, 2022 Committee of the Whole Meeting</b>			
22-03-222	That administration communicate with the Recreation Boards regarding backup generators and bring back recommendations to council.	Don	Looking for grant funding. 2024 Budget deliberations

Motion	Action Required	Action By	Status
April 27, 2022 Regular Council Meeting			
22-04-325	That Council direct administration to bring back Bylaw 908-13 – Unsightly Premises Bylaw for review to a future Council meeting.	Don	Community Services Review 2023-05-04
May 25, 2022 Regular Council Meeting			
22-05-408	That the County enter into a ten-year lease for the trailer being used by the Fort Vermilion Royal Canadian Mounted Police (RCMP) as discussed.	Don	Awaiting signed agreement
22-05-411	That administration work with the Royal Canadian Mounted Police (RCMP) in renewing the Memorandum of Understanding Agreement for the Enhanced Policing Agreement between Mackenzie County and the RCMP and bring back the draft agreement with changes as discussed.	Don	Awaiting signed agreement
June 22, 2022 Regular Council Meeting			
22-06-465	That administration draft a policy combining PW018 Hiring of Private Equipment, ADM015 Hiring Contract Suppliers and FIN 025 Purchasing Policy and bring back to future Council Meeting.	Byron	In Progress
June 23, 2022 Committee of the Whole Meeting			
22-06-073	That administration proceed with Public Land Sales as discussed.	Don	Refer to Motion 22-02-085 In Progress
22-09-641	That administration request a culvert be installed under Highway 35 North to allow the water to flow under it, before spring thaw 2023.	Byron/Landon	<b>Met with CN in July</b>
October 26, 2022 Budget Council Meeting			
22-10-755	That administration continue to investigate options for a Special Tax Bylaw for any identified projects incorporated into the 2023 Operating and Capital Budget as approved by Council.	Jen	<b>No projects identified 2023.</b>
November 1, 2022 Budget Council Meeting			
22-11-762	That administration review all rental agreements upon renewal and ensure that there is a cost of living clause included.	All Admin	
November 2, 2022 Budget Council Meeting			
22-11-774	That the Policy PW039 Rural Road, Access Construction and Surface Water Management - Cost Implications be brought back to a future Council meeting for amendments.	Byron/Don	In Progress
November 15, 2022 Regular Council Meeting			
22-11-785	That Mackenzie County sell the lots for value established by assessment combined with all	Caitlin	<b>COMPLETE</b>

Motion	Action Required	Action By	Status
	associated costs excluding the land transfer fees and lot consolidation.		
<b>November 29, 2022 Regular Council Meeting</b>			
22-11-840	That the Name That Neighbourhood Contest be TABLED.	Jen	In Progress
<b>December 13, 2022 Regular Council Meeting</b>			
22-12-908	That Council approve the Fort Vermilion Bridge Campground and Recreational Area Plan as amended and to submit the Plan to Forestry, Parks and Tourism for their approval.	Don	In Progress Plan is submitted Waiting for Approval
<b>January 25, 2023 Regular Council Meeting</b>			
23-01-051	That administration research options for charging user fees for municipal road allowances that are already cleared and farmed for profit.	Caitlin	Administration to bring a policy to ASB
23-01-074	That the Municipal Planning Commission look at obtaining land in lieu of cash on rural subdivisions.	Caitlin	In Progress
<b>February 7, 2023 Regular Council Meeting</b>			
23-02-106	That Mackenzie County commit to \$5M in municipal funding by means of Borrowing Bylaw towards local funding required to complete this project as per motion 18-06-472 to complete the Mackenzie Community Recreation Center project.	Byron/Don/Jen	Awaiting grant approval and funding allocation
23-02-133	That administration create a new zoning district to alleviate concerns regarding agricultural use on residential acreages.	Caitlin	In Progress
<b>April 4, 2023 Regular Council Meeting</b>			
23-04-326	That the 27 <sup>th</sup> Baseline Road Reconstruction be negotiated as discussed.	Andy	Contract signed. Construction to begin end of July to beginning of August.
23-04-336	That administration work with Tallahassee Exploration Inc. on agreements.	Jen	In Progress
23-04-338	That the Water Well at Jubilee Park Project be renamed the Water Line Extension – Jubilee Park.	Don	Project to be completed Summer 2023 Finance - COMPLETE
<b>April 26, 2023 Regular Council Meeting</b>			
23-04-380	That administration look at an alternative solution for the installation system of an enclosed heating system at the Fort Vermilion Recreation Center.	Don	In Progress
23-04-396	That administration be authorized to enter into a contract with Northern Road Builders Ltd. as discussed for the TWP RD 1050 (27 baseline) capital project.	Andy	Contracts waiting for Signature.



Motion	Action Required	Action By	Status
23-04-407	That the 2023 One Time Projects budget be amended to include the Outdoor Recreation and Tourism Plan Project, in the amount of \$114,100 with funding of \$55,800 coming from the Northern and Regional Economic Development (NRED) Program, \$58,300 from Mackenzie County, and an in-kind donation of \$2,500 noted from each of the following: <ul style="list-style-type: none"> <li>- Mackenzie Frontier Tourism Association,</li> <li>- La Crete Polar Cats Snowmobile Club,</li> <li>- Regional Economic Development Agency of Northwest Alberta.</li> </ul>	Byron/Jen	Finance – COMPLETE <b>Projects &amp; Infrastructure – Developing RFP</b>
<b>May 9, 2023 Regular Council Meeting</b>			
23-05-424	That administration advertise the following lots for sale at reserve bid for public auction: <ul style="list-style-type: none"> <li>• Plan 222 1510, Block 15, Lot 15</li> <li>• Plan 222 1510, Block 15, Lot 19</li> <li>• Plan 222 1510, Block 15, Lot 20</li> </ul>	Caitlin	Landowners entered into agreements. <b>COMPLETE</b>
23-05-425	That all maps and non relevant information be removed from the Annexation Application and be brought back to a future council meeting.	Byron	In Progress ToHL submitted application
23-05-426	That administration be authorized to negotiate with the lot purchase as discussed.	Byron	<b>Awaiting Land Titles</b>
23-05-452	That administration proceed as directed with the Municipal Development Plan Updates.	Caitlin	<b>COMPLETE</b>
<b>May 31, 2023 Regular Council Meeting</b>			
23-05-466	That the 2023 Capital Budget be amended to Include PLS 140031 – South of High Level Lands Project with \$1,313,858 with funding coming from debenture borrowing.	Caitlin/Jen	<b>COMPLETE</b>
23-05-467	That administration sign an offer to purchase and start negotiations with Alberta Transportation for PLS 140031 – South of High Level Lands.	Caitlin	In Progress
23-05-469	That administration research the possibility of partnering with Northern Alberta Development Council (NADC) in regards to a matching bursary program.	Jen	NADC Contacted. New Bursary with criteria required. Request partnership by nove 2023 for 2024. Reviewed
23-05-479	That the 2023 Capital Project Budget be amended to include the Asphalt Paving 105 Avenue Project in the amount of \$52,944, with \$9,763 coming from Local Improvement Tax, and \$43,181 from Road Reserve.	Byron/Jen	Paving Complete Finance – Complete Awaiting Local Improvement Bylaw <b>Refer to 23-07-579 Presenting Bylaw on 2023-08-16</b>

Motion	Action Required	Action By	Status
<b>June 6, 2023 Regular Council Meeting</b>			
23-06-491	That the Out of Scope Contracts be TABLED to a future Council meeting.	Byron	
23-06-493	That Council supports continuing to work collaboratively with the Town of High Level to address the remaining issues with the proposed Annexation Application and to move forward with the proposed annexation once Council is comfortable that the issues have been fully considered or addressed.	Byron	In Progress
23-06-494	That the 2016 140M AWD Motor Grader asset disposal be reevaluated and options brought back to Council in the fall of 2023.	Willie	
23-06-496	That administration bring back security options for all Mackenzie County gravel pits.	Andy/Byron	In Progress
23-06-498	That administration look into utilizing Municipal Reserve funds for the fish pond development.	Don/Jen	<b>In Progress</b>
23-06-506	That administration sign a contract/agreement with Mackenzie Report in the amount of \$58,000/year, beginning July of 2023 for a 24 month term.	Byron/Louise	<b>COMPLETE</b>
<b>June 27, 2023 Committee of the Whole Meeting</b>			
COW 23-06-080	That the Tourism Opportunity Assessment Draft Report from Maxwell Harrison, Expedition Management Consulting be reviewed at a future Community Services Committee meeting.	Byron	<b>Draft Review – August 14, 2023</b>
<b>June 28, 2023 Regular Council Meeting</b>			
23-06-527	That the developers be reimbursed for all associated municipal fees and the surveyor costs incurred to date for Bylaw 1280-23 during this process.	Caitlin	<b>COMPLETE</b>
23-06-537	That a meeting be requested with the Minister of Transportation and Economic Corridors to discuss the denial of Mackenzie County's Strategic Transportation Infrastructure Program (STIP) Funding Application and other County interests.	Louise	<b>COMPLETE</b>
23-06-540	That administration be authorized to purchase a Radar Speed Sign not to exceed \$6,500.00 with funding coming from the 2023 Operating Budget and to bring radar reports back to Council for review.	Don	Sign is ordered
<b>July 12, 2023 Regular Council Meeting</b>			
23-07-561	That the Fort Vermilion Waste Transfer Station Caretaker contract be awarded to the lowest qualified bidder while staying within budget.	Don	<b>COMPLETE</b>
23-07-565	That administration negotiates with proponent for services requested in the Request for Proposal	Jen	<b>Multiple contractors and agreements</b>

Motion	Action Required	Action By	Status
	MIT23-004 - Crawlspace or basement construction, Electrical and Plumbing and proceed while remaining within budget.		<b>entered into on a site basis</b>
23-07-566	That administration negotiates with proponent for services requested in the Request for Proposal MIT23-005 - Crawlspace or basement construction, Electrical and Plumbing and proceed while remaining within budget.	Jen	<b>Multiple contractors and agreements entered into on a site basis</b>
23-07-569	That Council awards 8 bursary recipients as discussed for the total amount of \$13,500, and allocate the balance remaining of \$12,500 to the Bursary Reserve for future allocations.	Jen	<b>COMPLETE</b>
23-07-571	That third reading be given to Bylaw 1301-23 being a Land Use Bylaw Amendment to rezone Plan 212 0513, Block 4, Lots 3-5 and Plan 212 0513, Block 3, Lots 1-5 from Hamlet Residential 1 "H-R1" to Hamlet Residential 2A "H-R2A" subject to public hearing input.	Caitlin/Louise	<b>COMPLETE</b>
23-07-574	That Mackenzie County agree to the transfer of ownership of the Fort Vermilion Library building and property and that administration work with Mackenzie County Library Board and the Fort Vermilion Library Society with the transfer.	<b>Byron</b>	
23-07-575	That the Culvert Replacement and Other Road Work contract be awarded to the lowest bidder while staying within budget.	Byron	<b>Awarded, Contracts currently compiled and awaiting signing</b>
23-07-576	That the River Road Subdivision Phase 4 contract be awarded to highest scoring, qualified bidder while staying within budget.	Byron	<b>Awarded, Contracts currently compiled and awaiting signing</b>
23-07-577	That in lieu of consideration for 2024 grant funding, that the 2023 Operating Budget be amended to include \$100,000 for the High Level Agricultural Societies Indoor arena/Multiuse facility, with funding coming from the General Operating Reserve.	Jen	<b>COMPLETE</b>
23-07-578	That the High Level Agricultural Societies request to reallocate \$6,935.69 from the Mower, Cooler, and Roping Dummy projects, to the New Multiuse Arena project be approved.	Jen	<b>COMPLETE</b>
23-07-579	That the first Reading be given to Bylaw 1295-23, being a bylaw authorizing imposition of a local improvement to the benefitting properties for construction of an Asphalt Overlay on 105 Ave from 99 Street east for 95 metres for: Plan 0524622, Block 21, Lot 2, Plan 0524622, Block 23, Lot 1, Plan 0124347, Block 21, Lot 1, in the hamlet of La Crete.	Jen	<b>Advertised Council Meeting 2023-08-16 for 2<sup>nd</sup> and 3<sup>rd</sup> Reading</b>

<b>Motion</b>	<b>Action Required</b>	<b>Action By</b>	<b>Status</b>
23-07-581	That third reading, with amendments be given to Bylaw 1299-23 being the borrowing bylaw for PLS 140031 – South of High Level Lands as presented.	Jen/Louise	<b>COMPLETE</b>
23-07-583	That Administration be authorized to proceed with a public tender opening on July 28, 2023 at 1:00 p.m. for the La Crete 101 Street/109 Avenue Intersection Upgrade and 109 Avenue Traffic Lights project and that a detailed summary be provided to Council.	Byron	<b>Tender Closing – August 11, 2023 @ 2:00 p.m.</b>
23-07-584	That a Special Council Meeting be scheduled for August 2, 2023 at 10:00 a.m. for the La Crete 101 Street/100 Avenue Intersection Upgrade and 109 Avenue Traffic Lights Project Tender Awarding.	Byron/Louise	<b>COMPLETE</b>
23-07-586	That the following Councillors be authorized to attend the Rural Municipalities of Alberta Zone Meeting in Wabasca, Alberta on August 11, 2023:  Reeve Knelsen Councillor Braun Councillor Cardinal Councillor Derksen Councillor Wardley	Louise	<b>COMPLETE</b>
23-07-587	That administration advertise open houses for the Municipal Development Plan.	Caitlin	<b>In Progress</b>
23-07-588	That Policy ADM053 Flags and Flag Protocol be TABLED to a future Council Meeting.	Don	
23-07-589	That Policy ASB 017 Rubber Mat Rental be rescinded.	Louise	<b>COMPLETE</b>
23-07-590	That Policy UT001 Utility Locates and Planning be amended as presented at the Committee of the Whole Meeting.	Louise	<b>COMPLETE</b>
23-07-593	That a letter be written to the Minister of Advanced Education regarding the Northwestern Polytech, Fairview Campus.	Louise	<b>COMPLETE</b>
<b>August 2, 2023 Special Council Meeting</b>			
23-08-600	That a letter be sent to the Minister of Agriculture and Irrigation, the Premier, and MLA regarding the drought conditions for hay and pastures in Mackenzie County.	Caitlin	<b>COMPLETE</b>
23-08-601	That Darrell Derksen be appointed to the Boreal Housing Foundation Board as a Member at Large for the remainder of the 2023 term.	Louise	<b>COMPLETE</b>



ALBERTA

SENIORS, COMMUNITY AND SOCIAL SERVICES

*Office of the Minister*

JUN 30 2023

Joshua Knelsen  
Reeve, Mackenzie County  
P.O. Box 640  
4511 - 46 Avenue  
Fort Vermillion, AB T0H 1N0

Dear Reeve Knelsen:

Thank you for your letter regarding your proposal for an Alberta Supports Centre in Mackenzie County. As Minister of Seniors, Community and Social Services, I welcome the opportunity to respond and apologize for the delay in getting back to you.

I appreciate your comments and willingness to work with community partners, like the local Family and Community Support Services offices and the government, to provide necessary supports and services to residents of Mackenzie County. Community partners are valuable partners, responding to community needs with preventive programs, services and community development that strengthen and improve the quality of life for individuals, families, and seniors. Ministry staff work closely with the Family and Community Support Services Association of Alberta and have provided direct staff contacts to each office to address any arising issues, including those you have noted in your letter.

There are Alberta Support Centres located throughout the province in more than fifty communities. These centres, including the Alberta Supports Centre in High Level, are essential for providing services to local communities and surrounding areas. I recognize that rural communities can face challenges with isolation, transportation, limited internet access and other barriers. The Government of Alberta is working on ways to reduce these barriers. We are also exploring how services can be enhanced in communities such as Fort Vermilion.

I am pleased to inform you that Seniors, Community and Social Services has a contract with La Crete and Area Chamber of Commerce to provide career and employment services to Albertans living in La Crete and the surrounding area. The La Crete Career Resource Centre opened on April 1, 2023. The Resource Centre, located in the former Ivy Lane Registry Office at 10013-101 Avenue, is open Monday to Friday during normal business hours. You can find additional information online at [lacretechamber.com/career-employment/career-resource-centre/](http://lacretechamber.com/career-employment/career-resource-centre/).

The Resource Centre serves Albertans by providing individuals with access to staff, resources and self-directed services, such as:

- government and community resources, services and support to help complete Government of Alberta applications and forms (e.g., Income Support, Assured Income for the Severely Handicapped);

.../2

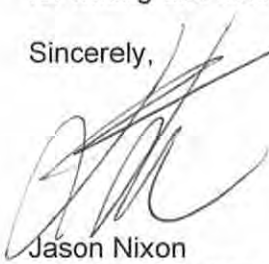
AR 29079

- career/educational planning tools and resources, supports for resume writing and work search activities, online job banks and on-site job boards;
- accessing local labour market, labour market trends, and employer connections (e.g., job fairs, industry events, etc.); and
- exploring local, provincial and out-of-province training and education programs.

In addition, Service Canada provides outreach services related to seniors, young people, Indigenous people and people with disabilities, including the Employment Insurance program for people in High Level and surrounding communities. Service Canada representatives are available at the High Level Provincial Building at 10106 - 100 Avenue, High Level, every second Thursday.

I take all feedback about ministry programs seriously and can assure you the government is committed to ensuring vulnerable Albertans receive the supports they need. Thank you again for writing and sharing your concerns.

Sincerely,



Jason Nixon  
Minister of Seniors, Community and Social Services

cc: Honourable Dan Williams  
MLA, Peace River



Premier of Alberta

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Office of the Premier, 307 Legislature Building, Edmonton, Alberta T5K 2B6 Canada

July 6, 2023

The Honourable RJ Sigurdson  
Minister of Agriculture and Irrigation

Dear Minister:

I want to thank you for your service to this government and congratulate you on your new role as Minister of Agriculture and Irrigation.

Our diverse Cabinet is made up of talented and experienced leaders and I am proud to share with you our responsibility to fulfill the mandate given to us by Albertans. We all love this beautiful province and want the best for our families and our future. Over the next four years, we will take clear and decisive action to grow and diversify our economy while ensuring our health, education and other core social programs are world-class.

I have full confidence that our team will build on our solid foundation of stability, informed decision-making, and good governance to improve the lives of Albertans and help our province realize its potential.

Our agriculture sector is not only one of Alberta's most important economic drivers, it also forms part of the very fibre of our province's history and culture.

Under your leadership as Minister of Agriculture and Irrigation, I expect you to work closely with your Cabinet and Caucus colleagues, and the public service through the committee, Cabinet, and legislative processes to deliver on our election platform commitments to support Albertans, including expanding the Feeder Assistance Loan Guarantee to \$3 million to support Alberta producers as they feed our country and compete in the global economy.

In addition, I expect you to work on several ongoing and new initiatives to promote and grow our agricultural sector, including:

- Advocating on behalf of Alberta farmers and ranchers by promoting Alberta agriculture and pushing back against policies passed by other jurisdictions that hinder the sector.
- Promoting the newly passed agrifood tax credit with a view to accelerating international and domestic business attraction and investment.
- Working to reduce barriers to interprovincial trade of meat products.
- Continuing work towards a customs pre-clearance process for the export of Alberta agricultural products.



Premier of Alberta

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Office of the Premier, 307 Legislature Building, Edmonton, Alberta T5K 2B6 Canada

- Completing ongoing irrigation modernization commitments and exploring options for additional investment in the optimization and expansion of irrigation and water storage infrastructure in the province.
- Exploring ways to encourage increased nitrogen production in our petrochemical sector to reduce costs and improve availability of fertilizer for Alberta farmers.
- Exploring options to address opportunities identified in the Beef Competitiveness Study to improve Alberta beef-producer competitiveness.
- Exploring options to support entry and succession in our primary agriculture sector.
- Working with Jobs, Economy and Trade, assist in designing a ministry-specific job-attraction strategy to raise the awareness of young Albertans (aged 16 to 24), and adults changing careers, of the skilled trades and professions available in each economic sector, including pathways for education, apprenticeship, and training.

I direct you to work closely with the public service, including your Deputy Minister and other senior officials in your ministry, to support the priorities outlined in this letter, with the highest standard of professionalism, integrity, and creativity.

I also expect you to regularly and proactively reach out to all ministry-related stakeholders to take feedback and identify potential solutions to issues of importance to them, including finding ways our government can reduce burdensome and unnecessary red tape and barriers that are hurting their ability to grow the economy and improve the quality of life for the Albertans they serve.

Together with you and our Caucus and Cabinet colleagues, I look forward to serving all Albertans to ensure our province remains one of the best places on earth to live, work and raise a family.

Sincerely,

A handwritten signature in black ink that reads "Danielle Smith". The signature is written in a cursive, flowing style.

Danielle Smith

Premier of Alberta





Premier of Alberta

---

Office of the Premier, 307 Legislature Building, Edmonton, Alberta T5K 2B6 Canada

July 11, 2023

The Honourable Devin Dreeshen  
Minister of Transportation and Economic Corridors

Dear Minister:

I want to thank you for your service to this government, and for your continued service as Minister of Transportation and Economic Corridors.

Our Cabinet is made up of talented, diverse, and experienced leaders and I am proud to share with you our responsibility to fulfill the mandate given to us by Albertans. We all love this beautiful province and want the best for our families and our future. Over the next four years, we will take clear and decisive action to grow and diversify our economy while ensuring our health, education and other core social programs are world class.

I have full confidence that our team will build on our solid foundation of stability, informed decision-making, and good governance to improve the lives of Albertans and help our province realize its potential.

Our province requires world-class transportation networks, infrastructure and economic corridors to grow our economy, improve Albertans' quality of life and attract the best and brightest from around the world.

Under your leadership as Minister of Transportation and Economic Corridors, I expect you to work closely with your Cabinet and Caucus colleagues and the public service through the committee, Cabinet and legislative processes to deliver on our election platform commitments, including taking the lead in finalizing a provincial investment of up to \$300 million for road and bridge construction, LRT connection, site utilities, site reclamation and other supportive infrastructure to support the development of the new Calgary arena and entertainment district.

This should include a partnership with the city, with an additional contribution of up to \$30 million, to build a new 1,000-seat community arena neighbouring the main arena that will serve youth and amateur hockey.

In addition, I expect you to work on several ongoing and new initiatives to develop Alberta's transportation infrastructure and economic corridors, including:

- Expanding and improving major highways and roadways in the greater Edmonton and Calgary areas, including the Anthony Henday Drive and Deerfoot Trail.
- Developing an integrated water program that facilitates increased water treatment and distribution for residential, industrial and agricultural water use across Alberta.



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- Focusing on expanding economic corridors across the province and country to increase employment, economic growth and non-renewable resource revenue for Albertans. This should include working to secure corridor agreements with provincial, territorial, and Indigenous partners to Hudson Bay, the Pacific and the Arctic. Also, to improve Highway 686 to better connect Alberta's northwestern and northeastern economic regions.
- Working through the Alberta, Saskatchewan and Manitoba Memorandum of Understanding (MOU), to prioritize interprovincial infrastructure projects and to align regulation with a view towards a more prosperous transportation and logistics industry. In addition, work should include expanding economic corridor MOUs to include British Columbia and territorial partners.
- As lead, collaborating with the President of Treasury Board and Minister of Finance to explore cost-sharing arrangements with the private sector and/or municipalities that support economic investment in Alberta's transportation network, including public transit, heavy rail and bridge infrastructure that better connects the Calgary and Edmonton airports to their downtowns, regional communities to Calgary and Edmonton, and Calgary to the province's Rocky Mountains parks system. This must initially include completing the Blue Line link to the Calgary airport.
- Examining the feasibility of a province-led Metrolinx-like model for commuter rail service using heavy rail on the Canadian Pacific rail line from Airdrie to Okotoks and the Edmonton International Airport to downtown Edmonton, with a view to developing a commuter rail system that can expand as Alberta grows. Part of the feasibility study should include the use of hydrogen-powered trains.
- Building a safer transportation system and a more efficient network in Alberta that embraces technology and innovative products and reduces the regulatory burden on commercial carriers, drivers and other users.
- As lead, working with the Minister of Jobs, Economy and Trade to facilitate the growth and development of Alberta's airports, with special attention to regional airports (i.e., Grande Prairie, Fort McMurray, Lethbridge and Medicine Hat) that can help Albertans connect themselves and their goods to major international airports and increase Alberta's economic competitiveness.
- Collaborating with the Minister of Indigenous Relations to explore ways to work with Indigenous and Métis people for transportation-related prosperity-sharing, water management, emergency mitigation and recovery.
- As lead, working with the Minister of Indigenous Relations to implement the First Nations Regional Drinking Water Tie-In Program.
- In cooperation with the Minister of Infrastructure, accelerating priority infrastructure investments identified by Cabinet and Caucus.



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- Working with the Minister of Jobs, Economy and Trade, assist in designing a ministry-specific job-attraction strategy to raise the awareness of young Albertans (aged 16 to 24), and adults changing careers, of the skilled trades and professions available in each economic sector, including pathways for education, apprenticeship, and training.
- Working with municipalities to assess and improve strategic bridge infrastructure.

I direct you to work closely with the public service, including your Deputy Minister and other senior officials in your ministry, to support the priorities outlined in this letter with the highest standard of professionalism, integrity, and creativity.

I also expect you to regularly and proactively reach out to all ministry-related stakeholders in order to take feedback and identify potential solutions on issues of importance to them, including finding ways our government can reduce burdensome and unnecessary red tape and barriers that are hurting their members' ability to grow the economy and improve quality of life for the Albertans they serve.

Together with you and our Caucus and Cabinet colleagues, I look forward to serving all Albertans to ensure our province remains on of the best places on earth to live, work and raise a family.

Thank you,

A handwritten signature in black ink that reads "Danielle Smith". The signature is written in a cursive, flowing style.

Danielle Smith  
Premier of Alberta



Premier of Alberta

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Office of the Premier, 307 Legislature Building, Edmonton, Alberta T5K 2B6 Canada

July 20, 2023

The Honourable Todd Loewen  
Minister of Forestry and Parks

Dear Minister:

I want to thank you for your service to this government, and congratulate you on your new role as Minister of Forestry and Parks.

Our Cabinet is made up of talented, diverse, and experienced leaders and I am proud to share with you our responsibility to fulfill the mandate given to us by Albertans. We all love this beautiful province and want the best for our families and our future. Over the next four years, we will take clear and decisive action to grow and diversify our economy while ensuring our health, education and other core social programs are world class.

I have full confidence that our team will build on our solid foundation of stability, informed decision-making, and good governance to improve the lives of Albertans and help our province realize its potential.

Under your leadership as Minister of Forestry and Parks, I expect you to work closely with your Cabinet and Caucus colleagues and the public service through the committee, Cabinet, and legislative processes to deliver on our platform commitments to support Albertans, including:

- Working with the Minister of Treasury Board and Finance and Minister of Jobs, Economy and Trade, who is the lead, to develop an incentive program for the forestry industry that is similar to the Agri-Processing Investment Tax Credit.
- Developing and implementing a plan for more than 900 new campsites and several new locations for comfort camping over the next 10 years.
- Investing an additional \$5 million in trail upgrades for Kananaskis Country and building new trails and campgrounds across Alberta.
- Bringing stakeholders together to develop a Crown lands recreation and conservation strategy to expand public access while protecting natural spaces.
- Enabling the expansion of trails, campsites, and other public land use opportunities by Alberta entrepreneurs and other organizations.

In addition, I expect you to deliver on further initiatives overseen by your ministry, including:

- Exploring the best ways to improve infrastructure and services in Kananaskis, Canmore, Waiparous Creek, Crowsnest Pass, and other high-traffic recreational areas.
- Shortening timelines for permit and licence approvals in all areas of the ministry.



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- Developing a plan with industry to use active forestry and grasslands management techniques to maintain the health and biodiversity of provincial lease lands and provide nature-based solutions for carbon sequestration.
- Designing a ministry-specific job-attraction strategy that raises awareness for young Albertans (aged 16 to 24) and adults changing careers of the skilled trades and professions available in each economic sector, including pathways for education, apprenticeship, and training.

I direct you to work closely with the public service, including your Deputy Minister and other senior officials in your ministry, to support the priorities outlined in this letter with the highest standard of professionalism, integrity, and creativity.

I also expect you to regularly and proactively reach out to all ministry-related stakeholders in order to take feedback and identify potential solutions on issues of importance to them, including finding ways our government can reduce burdensome and unnecessary red tape and barriers that are hurting their members' ability to grow the economy and improve quality of life for the Albertans they serve.

Together with you and our Caucus and Cabinet colleagues, I look forward to serving all Albertans to ensure our province remains one of the best places on earth to live, work and raise a family.

Sincerely,

A handwritten signature in black ink that reads "Danielle Smith".

Danielle Smith

Premier of Alberta



Premier of Alberta

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July 24, 2023

The Honourable Dale Nally  
Minister of Service Alberta and Red Tape Reduction

Dear Minister:

I want to thank you for your service to this government, and for your continued service as Minister of Service Alberta and Red Tape Reduction.

Our Cabinet is made up of talented, diverse, and experienced leaders and I am proud to share with you our responsibility to fulfill the mandate given to us by Albertans. We all love this beautiful province and want the best for our families and our future. Over the next four years, we will take clear and decisive action to grow and diversify our economy while ensuring our health, education and other core social programs are world class.

I have full confidence that our team will build on our solid foundation of stability, informed decision-making, and good governance to improve the lives of Albertans and help our province realize its potential.

Alberta entrepreneurs and businesses - small, medium, and large - are the job-creating engines of the Alberta and Canadian economies. Our province's unique tax advantage and skilled workforce are attracting thousands of new jobs and dozens of new projects in diverse sectors on a monthly basis.

That said, one of the biggest drags on business growth and development is unnecessary red tape and uncertain and protracted timelines for needed approvals. This needs to be addressed on an expedited basis. The Alberta Advantage must be expanded to include a regulatory and approval advantage.

Under your leadership as Minister of Service Alberta and Red Tape Reduction, I expect you to work closely with your Cabinet and Caucus colleagues and the public service through the committee, Cabinet, and legislative processes to deliver on our platform commitment to support Alberta seniors by implementing a Seniors' Discount of 25 per cent to all personal registry services, camping fees, and medical driving tests.

In addition, I expect you to deliver on further initiatives overseen by your ministry including:

- Working with Indigenous partners, finish developing and implementing Alberta's online gaming strategy with a focus on responsible gaming and provincial and Indigenous revenue generation.
- Reviewing Alberta Gaming, Liquor and Cannabis (AGLC) operations to remove red tape in the liquor and cannabis industries to increase provincial revenue generation and to further increase contributions from AGLC-regulated industries to Alberta charities and community facilities.



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- Diagnosing slow turnaround times in Land Titles and implementing both short-term and long-term solutions that will bring efficiency and faster approvals that allow government to work through and eliminate the backlog.
- Acquiring expressions of interest from private sector investors to establish a network of hydrogen vehicle and electric vehicle (EV) recharge stations throughout the province, with a focus on partnering with the retail and hospitality industries, and work towards adding hydrogen and EV stations to the commercial safety rest areas expansion program.
- Refocusing red tape reduction efforts to measure, benchmark, and reduce wait times for permit approvals across all ministries. Report on the feasibility of adopting an “automatic yes” policy that would assume a permit is approved within a reasonable and specific amount of time after an application, unless the ministry in question delivers a written rationale on why it should be rejected.
- Consulting on potentially extending prompt payment legislation to the Government of Alberta projects and complete any outstanding regulatory work on the current legislation to ensure its full implementation as soon as possible to address the problems in the Alberta construction industry related to timeliness of payments from contractors to sub-contractors.
- Continuing to act on the MacKinnon Panel’s recommendation by forming a procurement council to provide a regular forum for conducting ongoing dialogue among representatives from major procurement ministries and industry organizations whose members supply goods, consulting services and construction services for the Government of Alberta.
- In consultation with the Minister of Justice, developing an adjudication process to better handle disputes and improve recourse for contractors and subcontractors in the event of a claim for non-payment.
- Passing and implementing amendments to the *Condominium Property Act* as previously directed by Cabinet.
- Undertaking an analysis of life-lease protections, including a jurisdictional scan of other provinces, and bringing forward recommendations to ensure appropriate protections are in place for Albertans.

I direct you to work closely with the public service, including your Deputy Minister and other senior officials in your ministry, to support the priorities outlined in this letter with the highest standard of professionalism, integrity, and creativity.

I also expect you to regularly and proactively reach out to all ministry-related stakeholders in order to take feedback and identify potential solutions on issues of importance to them,



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including finding ways our government can reduce burdensome and unnecessary red tape and barriers that are hurting their members' ability to grow the economy and improve quality of life for the Albertans they serve.

Together with you and our Caucus and Cabinet colleagues, I look forward to serving all Albertans to ensure our province remains one of the best places on earth to live, work and raise a family.

Sincerely,

A handwritten signature in black ink that reads "Danielle Smith". The signature is written in a cursive, flowing style.

Danielle Smith

Premier of Alberta





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July 27, 2023

The Honourable Rick Wilson  
Minister of Indigenous Relations

Dear Minister:

I want to thank you for your service to this government and for your continued service as Minister of Indigenous Relations.

Our Cabinet is made up of talented, diverse, and experienced leaders and I am proud to share with you our responsibility to fulfill the mandate given to us by Albertans. We all love this beautiful province and want the best for our families and our future. Over the next four years, we will take clear and decisive action to grow and diversify our economy while ensuring our health, education and other core social programs are world class.

I have full confidence that our team will build on our solid foundation of stability, informed decision-making, and good governance to improve the lives of Albertans and help our province realize its potential.

Forming lasting and meaningful economic and social partnerships with Indigenous communities will be integral to any success our province will achieve over the coming decades and beyond.

Under your leadership as Minister of Indigenous Relations, I expect you to work closely with your Cabinet and Caucus colleagues and the public service through the committee, Cabinet, and legislative processes to deliver on our platform commitments to support Albertans, including:

- Doubling the Alberta Indigenous Opportunities Corporation loan capacity to at least \$2 billion and providing recommendations related to the potential expansion of eligible projects, including health care, manufacturing, forestry, tourism, and technology.
- Working with the Minister of Mental Health and Addiction, who is the lead, to support Indigenous Peoples in Alberta by strengthening a comprehensive continuum of mental health and addiction services and ensuring service provision is not disrupted by jurisdictional disputes.
- Working with the President of Treasury Board and Minister of Finance, who is lead, to ensure First Nations and Metis Settlements have access to insurance to rebuild homes and structures in the case of fire and other insurable losses.



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In addition, I expect you to deliver on further initiatives overseen by your ministry including:

- Taking the lead on Indigenous reconciliation by using Jordan's principle as a guide to ensure every Indigenous person has the same access to core services as any other Albertan.
- Respecting the traditional territories and treaties of our First Nations and Métis partners and, in coordination with the Minister of Transportation and Economic Corridors, who is lead, proactively partner with communities on planning economic corridors and other major development projects for the mutual economic benefit of all.
- Working with cross-ministry partners to continue addressing violence and increase safety and economic security of Indigenous women, girls, and two-spirit people.
- Continuing to build and strengthen relationships between the provincial government and First Nations and Métis communities in Alberta.
- Continuing to work with the Minister of Children and Family Services, who is the lead, on engagement with the Government of Canada and with Alberta communities on the implementation of *An Act respecting First Nations, Inuit and Métis children, youth and families* (Bill C-92) to ensure the interests of Indigenous children in Alberta are protected.
- As the lead, working with the Minister of Affordability and Utilities to review and make recommendations to accelerate the connection of First Nations and Metis Settlement communities to electricity, natural gas, and internet services.
- Working with cross-ministry partners to ensure Indigenous businesses and communities play an integral role in our provincial energy strategy and economic partnerships.
- In cooperation with the Minister of Transportation and Economic Corridors, who is the lead, implementing the First Nations Regional Drinking Water Tie-In Program.

I direct you to work closely with the public service, including your Deputy Minister and other senior officials in your ministry, to support the priorities outlined in this letter with the highest standard of professionalism, integrity, and creativity.

I also expect you to regularly and proactively reach out to all ministry-related stakeholders in order to take feedback and identify potential solutions on issues of



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importance to them, including finding ways our government can reduce burdensome and unnecessary red tape and barriers that are hurting their members' ability to grow the economy and improve quality of life for the Albertans they serve.

Together with you and our Caucus and Cabinet colleagues, I look forward to serving all Albertans to ensure our province remains one of the best places on earth to live, work and raise a family.

Sincerely,

A handwritten signature in black ink that reads "Danielle Smith".

Danielle Smith

Premier of Alberta



Premier of Alberta

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August 4, 2023

The Honourable Ric McIver  
Minister of Municipal Affairs

Dear Minister:

I want to thank you for your service to this government and congratulations on your new role as Minister of Municipal Affairs.

Our Cabinet is made up of talented, diverse, and experienced leaders and I am proud to share with you our responsibility to fulfill the mandate given to us by Albertans. We all love this beautiful province and want the best for our families and our future. Over the next four years, we will take clear and decisive action to grow and diversify our economy while ensuring our health, education and other core social programs are world class.

I have full confidence that our team will build on our solid foundation of stability, informed decision-making, and good governance to improve the lives of Albertans and help our province realize its potential.

Under your leadership as Minister of Municipal Affairs, I expect you to work closely with your Cabinet and Caucus colleagues and the public service through the committee, Cabinet, and legislative processes to deliver on our platform commitment to, in cooperation with the Minister of Transportation and Economic Corridors, who is the lead, contribute up to \$330 million towards road and bridge construction, LRT connection, site utilities, site reclamation and other supportive infrastructure to support the Calgary arena and entertainment district project. This funding includes up to \$30 million for a new 1,000-seat community arena neighbouring the main arena that will serve youth and amateur hockey.

In addition, I expect you to deliver on further initiatives overseen by your ministry including:

- Working with municipalities and local businesses to benchmark, measure and reduce the time it takes to approve permits to create a more attractive business investment environment.
- Continuing to monitor the Calgary and Edmonton Metropolitan Region Boards to ensure they are serving the needs of their urban and rural residents effectively



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and fairly without unnecessarily interfering with the autonomy of small and mid-sized municipalities.

- Continuing to improve the delivery of stable, predictable funding through the Local Government Fiscal Framework.
- As lead, collaborating with the Minister of Service Alberta and Red Tape Reduction, Minister of Seniors, Community and Social Services, and Minister of Affordability and Utilities, and informed by on-the-ground municipal realities, developing appropriate incentives and benchmarks to significantly reduce municipal approval times for housing and business park developments.
- Protecting the province's constitutional right to oversee the governance of Alberta's municipalities without federal interference.
- Maintaining and building relationships of trust, partnership and open dialogue with municipal leaders across the province, and bringing feedback and solutions from these discussions with municipal leaders to Caucus and Cabinet for timely consideration and action.
- Teaming with the Minister of Energy and Minerals, who is lead, to ensure our government's new policy on making wellsite transfers contingent on payment of outstanding property taxes is implemented and enforced.
- In collaboration with the Minister of Justice, reviewing the *Local Authorities Election Act*, and making recommendations for any necessary amendments to strengthen public trust in and the integrity of our municipal election laws.
- Working with the Minister of Education and the President of the Treasury Board and Minister of Finance, reviewing the feasibility of amending the Education Property Tax to assist municipalities with retaining more funding for local priorities.

I direct you to work closely with the public service, including your Deputy Minister and other senior officials in your ministry, to support the priorities outlined in this letter with the highest standard of professionalism, integrity, and creativity.

I also expect you to regularly and proactively reach out to all ministry-related stakeholders in order to take feedback and identify potential solutions on issues of importance to them, including finding ways our government can reduce burdensome and unnecessary red tape and barriers that are hurting their members' ability to grow the economy and improve quality of life for the Albertans they serve.



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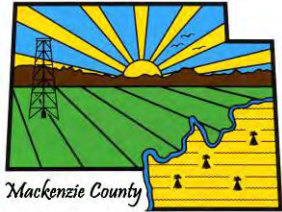
Together with you and our Caucus and Cabinet colleagues, I look forward to serving all Albertans to ensure our province remains one of the best places on earth to live, work and raise a family.

Sincerely,

A handwritten signature in black ink that reads "Danielle Smith".

Danielle Smith

Premier of Alberta



## Mackenzie County

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

July 19, 2023

The Honourable Devin Dreeshen  
Minister of Transportation and Economic Corridors  
127 Legislature Building  
10800-97 Avenue  
Edmonton, AB  
T5K 2B6

Dear Minister:

### **RE: MEETING REQUEST**

Mackenzie County kindly requests a meeting with you to engage in a discussion regarding the future of funding for the Strategic Transportation Infrastructure Program (STIP), with a particular focus on the Local Road Bridge Program.

Mackenzie County's comprehensive local bridge inventory comprises a total of 70 structures, encompassing 31 bridge-sized culverts, 27 standard bridges and 12 major bridges. Based on the Bridge Inspections and Maintenance (BIM) data, approximately half of the County's bridge infrastructure was built between 1980 and 1999. Out of the total structures, 33 are projected to require replacement within the next decade, 31 of which have a Structural Condition Rating (SCR) equal to or below 44.4%.

In comparison to other municipalities, the County possesses a significant number of major bridge structures spanning major watercourses, such as Hay River, Boyer River, Bear River, Rat Creek and Ponton River. The replacement of these structures will involve substantial costs necessitating proactive and strategic planning.

Historically, the province has assumed the responsibility of funding critical infrastructure and improvement initiatives, including bridge projects, in collaboration with municipalities.

The projected expenditure for bridge projects in the coming years amounts to millions, and we take pride in our commitment to being financially prudent and mindful of taxpayer's funds. Unfortunately, the necessary investment to sustain and operate the existing infrastructure is beyond our current affordability.

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Minister of Transportation and Economic Corridors

Page 2

July 19, 2023

Considering the province's estimated surplus of 2.4 billion for the 2023-2024 fiscal year and the previous year's substantial surplus, a significant portion of this surplus has been derived from the efforts of municipalities. It is evident that we require a larger allocation of funds, as we feel we have been inadequately supported and have not received our fair share.

Following our productive dialogue at the 2023 Spring RMA Conference, where you expressed a strong commitment to expanding the funding pool for STIP and improving transportation corridors, we would greatly appreciate the opportunity to reconvene and continue this discussion at the earliest convenience.

To facilitate a seamless meeting, we are more than willing to accommodate the minister's preferences by traveling to a location of their choosing.

I can be contacted at (780) 926-7405 or by email to [josh@mackenziecounty.com](mailto:josh@mackenziecounty.com). Alternatively, you can contact our Interim Chief Administrative Officer, Byron Peters, at (780) 927-3718 or by email to [bpeters@mackenziecounty.com](mailto:bpeters@mackenziecounty.com).

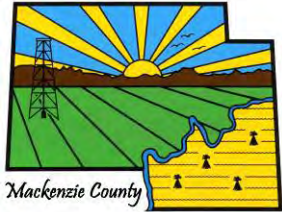
Yours sincerely,



Josh Knelsen  
Reeve  
Mackenzie County

c: Ric McIver, Minister of Municipal Affairs,  
Dan Williams, MLA Peace River  
Mackenzie County Council  
Byron Peters, Interim Chief Administrative Officer





## Mackenzie County

P.O. Box 640, 4511-46 Avenue, Fort Vermilion, AB T0H 1N0  
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www.mackenziecounty.com  
office@mackenziecounty.com

July 28, 2023

The Honourable Rajan Sawhney  
Minister of Advanced Education  
107 Legislature Building  
10800-97 Avenue  
Edmonton, AB  
T5K 2B6

Dear Minister:

**RE: IMMEDIATE DEMOLITION/TRANSFER OF OWNERSHIP OF BUILDINGS  
AT NORTHWESTERN POLYTECHNIC (NWP), FAIRVIEW CAMPUS**

I am writing on behalf of Mackenzie County Council to express our deep concern and heartfelt appeal regarding the recent information we have received about the planned demolition or transfer of ownership of several buildings at the NWP Fairview Campus.

As representatives of Mackenzie County, we recognize the challenges faced by institutions in making critical decisions. Nonetheless, we earnestly request your support in preserving the NWP Fairview Campus in its current state, ensuring its continuity for the benefit it brings to the Northern municipalities and our residents.

Mackenzie County is proud to be home to a diverse and vibrant population of individuals aspiring to pursue their dreams and further their education. The NWP Fairview Campus has been a vital lifeline for our students, providing them with a platform to acquire essential skills and knowledge in various trades and disciplines. It has become an indispensable part of our educational infrastructure.

The vastness of northern municipalities poses significant challenges for our residents, particularly when it comes to accessing educational institutions. With some communities located as far as 400 km away from the NWP Fairview Campus, it remains the closest and most accessible educational facility for many of our students in the region. Other campuses, situated at greater distances from home, present logistical and financial hardships that our students already struggle with.

...2

Minister of Advanced Education

Page 2

July 28, 2023

Living in the northern region comes with its unique set of challenges, one of main challenges is having limited educational resources. Our students exhibit exceptional resilience and determination in their pursuit of education despite these adversities. However, the prospect of losing or diminishing the facilities available at the NWP Fairview Campus could exacerbate their hardships and hinder their access to quality education.

We earnestly urge you to carefully contemplate the ramifications of NWP's decision, as it profoundly influences the future of our students and the overall progress and advancement of our northern region. The NWP Fairview Campus has played a crucial role in shaping the lives of countless individuals, empowering them to contribute to their communities and the greater society positively.

In light of these compelling concerns, we humbly request that the Provincial Government discusses with Northwestern Polytechnic to reevaluate its decision. Together, we can find a way to preserve the opportunities that the NWP Fairview Campus has provided for generations, and ensure a brighter future for our youth.

Thank you for your time and attention to this matter. We look forward to your response and the potential collaboration with the Provincial Government to achieve a beneficial resolution.

I can be contacted at (780) 926-7405 or by email to [josh@mackenziecounty.com](mailto:josh@mackenziecounty.com). Alternatively you can contact our Interim Chief Administrative Officer, Byron Peters, at (780) 927-3718 or by email to [bpeters@mackenziecounty.com](mailto:bpeters@mackenziecounty.com).

Yours sincerely,



Josh Knelsen  
Reeve  
Mackenzie County

c: Honourable MLA Dan Williams, Peace River  
Mackenzie County Council  
Byron Peters, Interim Chief Administrative Officer

**Mackenzie County Library Board (MCLB)  
June 6, 2023 Board Meeting Minutes  
Fort Vermilion Library**

**Present:** Lisa Wardley, Lorraine Peters, Wally Schroeder, Kayla Wardley, Sandra Neufeld, Tamie McLean, Cam Cardinal.

**Absent:** Steven Simpson.

**Guests:** Hope Warner, Ray Toews, Carson Flett.

1.0 Kayla Wardley called the meeting to order at 6:19 pm.

2.0 **Approval of the Agenda:**

**MOTION #2023-04-01 Cam Cardinal** moved the approval of the agenda.

**CARRIED**

3.0 **Approval of the Minutes:**

**MOTION #2023-04-02 Lisa Wardley** moved the approval of the March 28/23 meeting minutes.

**CARRIED**

4.0 **Review of Action Items:**

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

5.0 **Financial:**

5.1 **MCLB Financial Report as of June 6/23:**

- Balance Forward	\$ 113,113.02
- Total Revenues	\$ 121,523.23
- Total Expenses	\$ 152,877.71
- Bank Balance	\$ 81,758.54

**MOTION #2023-04-03 Lisa Wardley** moved the acceptance of the financial report.

**CARRIED**

**MOTION #2023-04-04 Lisa Wardley** moved that the MCLB pay the \$863 the La Crete Library Society had to pay the comedian Bob Coats for expenses he had due to the cancellation of the planned fund raiser. The highway was closed due to wildfires.

**CARRIED**

**MOTION #2023-04-05 Lisa Wardley** move that \$250 be given to the Fort Vermilion Library for Canada Day parade expenses.

**CARRIED**

**MOTION #2023-04-06 Lisa Wardley** that \$200 be given to the Fort Vermilion library to cover the cost of a table and other expenses at the Fort Vermilion Ag Fair.

**CARRIED**

5.2 **Fort Vermilion Library (FVL) Financial Report as of June 6/23:**

- Total Revenues	\$38,162.49
- Total Expenses	\$18,256.95
- Net Income	\$19,905.54
- Bank Balance	\$84,307.15

**MOTION #2023-04-07 Tamie McLean** moved the acceptance of the financial report.

**CARRIED**

6.0 **Library Reports:**

6.1 **La Crete:**

- Financials as of June 4/23: Income \$82K, Expenses \$86K, Bank Balance - \$4K.
- Income to date for the following: Book sales \$565, Fines \$4,812, Library Card sales \$6,360.
- Circulation in March, April, and May combined was 34,788 items.
- The library inventory was completed. 39 children's DVDs and 12 books were missing. In total the library has 38,432 items.
- 459 recipes have been submitted for the library cookbook fund raiser.
- A Seniors Tea was held on June 5/23. Rustic Roots gave a potted plant to each attendee.
- Comedian Bob Coats had to be cancelled due to highway closures caused by wildfires. He was paid \$863 to cover his expenses.
- The Salmon Grill will be held October 21/23

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**6.2 Fort Vermilion:**

- The following statistics are for March, April and May combined:  
Check-outs 1,028, New Patrons 12, Items added 1,304, Items withdrawn 57, Book Sales \$79.35.
- A reading/craft program was held from March 7 to May 2. Snacks were provided.
- Posters are changed about twice a month.
- They are planning to enter a float in the Fort Vermilion Canada Day parade and will have a table at the FV Ag Fair.
- Two boxes of used books were donated to evacuees at the sports complex.

**6.3 Zama:**

- A lot of interlibrary loans are going out.
- Free library cards are being given to forestry workers.
- The butterflies being raised in the library will soon be released.
- Some home schoolers are being supported 15 hours per week.

**6.4 Mackenzie County Library Consortium (MCLC):**

- No report.

**6.5 High Level:**

- April circulation was 1,425. County patrons signed out 85 books.
- Wildfire evacuees were allowed to use the library.
- They host a Pokémon club and a Lego club.

**MOTION #2023-04-08 Wally Schroeder** moved the acceptance of the library reports for information. **CARRIED**

**7.0 Old Business:**

**7.1 La Crete Library Expansion:**

- The La Crete library is staying in it's current location.
- The LCLS is planning to replace the old attached trailer with a larger new one.
- The LCLS is looking into applying for government grants for the renovation expansion.
- The LCLS will work with the County regarding the possibility of using the vacant lot across the street for library parking. The county is thinking of buying the property.

**8.0 New Business:**

**8.1 The Dissolution of the Fort Vermilion Library Society:**

- The FVLS passed a motion to dissolve the FVLS and to give the library building to the MCLB.
- The \$49,769 left in their bank account will be used for necessary repairs and building upgrades.
- An appreciation plaque honoring Pearl Newman will be put up in the library. She was instrumental in the building of a library in Fort Vermilion.

**MOTION #2023-04-09 Lorraine Peters** moved that the MCLB work with the County to transfer the ownership of the Fort Vermilion Library building to the County, that the building use remain as a library, and that the remaining library funds be used for building repairs and building upgrades. **CARRIED**

**9.0 Correspondence:**

- None.

**11.0 Next Meeting Date and Location: Fort Vermilion Library, July 11, 2023 at 6:30 p.m.**

**12.0 Adjournment:**

**MOTION # 2023-03-10 Wally Schroeder** moved to adjourn the meeting at 7:40 p.m. **CARRIED**

**These minutes were adopted this 11th day of July 2023.**

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**Chair: Kayla Wardley**

## Public Advisory Committee Meeting Minutes

*Tuesday, July 18th, 2023*  
5:00 pm Town of High Level Office, Council Chambers  
5:30 pm, Microsoft Teams virtual meeting

### PRESENT:

Aaron Doepel (LaCrete Sawmills)	Pat Cool (West Fraser)
Cameron Cardinal (Mackenzie County)	Paul Hewitt (Tolko)
Erik Peterson (Silvacom)	Ryan Spooner (Silvacom)
John Thurston (Hungry Bend Sandhills Wilderness Society / Northern Lights Forest Education Society)	Scott Millar (West Fraser)
Lisa Wardley (Mackenzie County/NWSAR)	Stephanie Grocholski (Forestry, Parks and Tourism)
Melanie Plantinga (Public Advisory Committee Coordinator)	Trevor Lafreniere (Tolko)
	Walter Tindall (Watt Mnt Wanderers)

### VIRTUAL ATTENDEES:

Brandon Allen (ABMI)  
Hayley Gavin (Director of Planning and  
Development for Town of High Level)  
Kevin Hunt (Alberta Wildfire Prevention  
Officer, High Level)  
Nic Genier (Netaskinan)  
Sydney Tony (ABMI)  
Tiffeny Wuerfel (West Fraser)

#### 1. WELCOME

- a. Traditional Territory acknowledgement.
- b. Introductions

#### 2. PRESENTATION – “Status of Land Cover and Biodiversity in Norbord Inc.’s Operating Areas” - Alberta Biodiversity Monitoring Institute (ABMI)

Presentation saved. Reviewed the report, highlighting the northern regions studied.  
Report can be accessed <https://norbord-report.abmi.ca/home.html>.

Current report is a baseline with information from 2018. The plan is to do reports every 3 to 5 so that trends can be tracked over time. This report does not include information from wildfires occurring from 2019 on.

Is there data collected for an area outside of the report area (F26 and F11)? Perhaps for the entire northwestern corner of the province? The data is available, and models can be generated. Is there data about the effectiveness of 500-meter buffers in Caribou protection zones? There aren't any products specifically addressing that with in Brandon's group. The data is open source, and the report is available online. There is also a State of the Region report for the 5 northwestern municipalities done by ABMI which is available online.

Is agriculture included in this study? No, the area studied is only forest tenure. There does not appear to be any mention of caribou in the report. ABMI has relatively little data about caribou, so it was decided to focus on other species. There are multiple studies and a great deal of data about caribou available elsewhere.

It is interesting to note that there are some species which are positively impacted by wildfire and forest harvest. There is an attempt to manage many different habitats so that a variety of species can exist.

Does this report focus on deciduous habitats? Would the information be different if examined from the perspective of a conifer operator? The report captures the human footprint in F26 and F11, this includes all operations. The species studied are those which would be most affected by deciduous operations. Many of the same species are affected by conifer harvest.

### **3. FOREST MANAGEMENT PLAN UPDATE AND VOIT (VALUES, OBJECTIVES, INDICATORS, AND TARGETS) Biodiversity and Productivity**

Powerpoint presentation.

1.1.1.3 Maintain biodiversity by minimizing access. To maintain biological diversity as a value, one objective is to minimize access. Current targets limit creation of all weather and seasonal roads. Roads are generally reclaimed/rolled back to limit access to areas. Many Alberta municipalities are lobbying the government for more access to public lands. When access has already been created, can it be better utilized across sectors? Can dispositions be passed on to recreational users instead of being reclaimed? There are conflicting values related to roads and trails. A possible concern associated with more access is negative impact to biological diversity caused by people.

1.1.1.4 - Maintain plant communities uncommon in DFA or Province. Were the uncommon plant communities captured when the AVI was created? Would updates to the AVI change this list? The list of communities in the F26 2016 Forest management Plan had identified 33 communities through ACIMS (Alberta Conservation Information

Management System). ACIMS collects and updates information and is managed by the Government of Alberta. List may change as identified areas are consumed by wildfire.

2.1.2.1 Limit conversion of productive forest land base to other uses. Previous target was to strive to reverse the loss of forest landbase through recovery efforts. Planting trees on seismic lines within cutblocks is considered a method of recovery. Does this apply to deciduous operations? The deciduous operators plant conifer on in block roads. Theoretically opening the area around the lines during harvest allows more sunlight as well as root disturbance to promote reclamation. After harvest deciduous blocks are surveyed to ensure that all usable space is utilized by trees. The surveys are showing successful regeneration in the harvested area.

The reclamation being shared here is about cutlines (seismic lines), what about decommissioned well sites? Those are the responsibility of oil and gas companies and dictated by reclamation certificate standards.

After a wildfire burns over seismic lines are they considered reclaimed? Perhaps this would be a good topic to discuss at a future meeting.

#### **4. CONCERNS AND RESPONSE TABLE REVIEW**

Table reviewed has been updated from that which was e-mailed and printed for the meeting. Updated version is saved in meeting minutes folder.

#### **5. HOW IS FIRE AFFECTING CURRENT INDUSTRY OPERATIONS?**

The companies avoided the use of ATV's when fire hazard was high. Field work by Tolko and West Fraser was delayed. Tolko delayed processing in the yards. Tolko took steps to protect the processing yards from wildfire. (Fire watch, water trucks soaking decks and roads, and deployment of fire retardant.) Flight restrictions near active fire zones caused changes to field work plans for all companies. West Fraser postponed planting three cutblocks.

Some block layout that West Fraser had done burnt over. They may salvage the timber in the blocks if feasible.

LaCrete Sawmills had some layout programs going. Program was minimally affected as the ground access was very wet and ATV caused fire was unlikely.

Tolko/LaCrete Silviculture adjustments see slide in folder.

The companies have been working to keep the government informed about where they are operating on the landscape.

Were any snow cached trees lost? Any processing yard decks? None were lost in fires.

When do conversations start about a reduction of AAC due to wildfire losses. There will probably be a letter sent in the fall once the extent of loss is known. Current estimates indicate that the AAC for F14 will be reduced by 52% and F26 3.8%.

Kevin Hunt – 53% of fires in the High Level Forest area were caused by lightning. 466,000 ha have burned in the region so far this year. Checking back with weather stations beginning April 1<sup>st</sup> we have had 3-5 inches of precipitation. Normally see about 9 inches of rain.

## 6. FOREST CAPITAL OF CANADA APPLICATION

Application was sent in. If you want to see the application reach out to Melanie, she has access to it and can share it with you. Successful applicant will be announced during Forestry Week. But we hope to get a heads up before then.

## 7. ROUND TABLE

## 8. NEXT MEETING – August 15<sup>th</sup>, 2023 – Forest and Watershed Management







10013-101 Avenue  
P.O. Box 1088  
La Crete, AB T0H 2H0  
Office: 780.928.2278  
[Admin@LaCreteChamber.com](mailto:Admin@LaCreteChamber.com)  
[www.LaCreteChamber.com](http://www.LaCreteChamber.com)

Dan Williams  
Constituency Office  
Box 2793  
10013-101 Avenue  
La Crete, Alberta  
T0H 2H0

July 7, 2023

To Honourable Dan Williams,

Re: Ferry Operations

La Crete & Area Chamber of Commerce Board is requesting that the La Crete Ferry be operational to passenger vehicles (under 1 tonne) while under low water conditions when water levels are conducive. This would allow regular passenger vehicles to cross the Peace River at the Tompkins Landing location when water levels do not allow the ferry to be open to larger commercial and other vehicles which cause the ferry hull to scrape on sandbars. Setting the restriction to a maximum of under 1 tonne would allow some traffic to be able to continue to cross under many low water level conditions and not totally shut down operations completely.

We would also like to recommend that Alberta Transportation put up digital signage indicating the ferry's open / closed status where the current manual signs are.

We appreciate your consideration of these requests. We are open to further dialogue on these concerns as this would improve ferry services greatly, so please feel free to contact our office.

Sincerely,

George Teichroeb  
Chair, La Crete & Area Chamber of Commerce



## Mackenzie County

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

August 4, 2023

Email: [AGRIC.Minister@gov.ab.ca](mailto:AGRIC.Minister@gov.ab.ca)

The Honourable RJ Sigurdson, M.L.A.  
Minister of Agriculture and Irrigation  
Members of Executive Council  
Executive Branch  
131 Legislature Building  
10800-97 Avenue  
Edmonton, AB  
T5K 2B6

Dear Minister:

**RE: MUNICIPAL DECLARATION OF AGRICULTURAL DISASTER FOR  
LIVESTOCK PRODUCERS**

Mackenzie County Council has declared an agricultural disaster for livestock producers within the municipality at the August 2, 2023 Special Council meeting.

Mackenzie County had drought conditions during the peak growing season for pasture and hay lands. This is threatening our local livestock producers and their ability to continue with their operations. Therefore, Mackenzie County is requesting to be added as a prescribed region for the 2023 Livestock Tax Deferral program.

Hay yields are well below average in the region and throughout the province, local producers will be forced to source feed from outside the province at an unprecedented price per bale as well as the added cost of trucking. We are also requesting for the opportunity to access crown lands for additional feed/grazing to give some relief to our local producers as their grazing season is being cut short.

Mackenzie County requests an assessment under the AgriRecovery program through Agriculture Financial Services Corporation. Many of our local livestock producers will be facing financial hardship in the near future and may be forced to sell their herds. An AgriRecovery payout for our local producers will help to keep our industry alive in this region.

Municipal Declaration of Agricultural Disaster for Livestock Producers

Page 2

August 4, 2023

Should you have any questions or concerns, please feel free to contact me at 780-926-7405 or our Chief Administrative Officer, Darrell Derksen at 780-927-3718 or by e-mail to [cao@mackenziecounty.com](mailto:cao@mackenziecounty.com).

Yours sincerely,

A handwritten signature in black ink, appearing to read "Josh Knelsen". The signature is fluid and cursive, with the first name "Josh" and last name "Knelsen" clearly distinguishable.

Josh Knelsen  
Reeve  
Mackenzie County

c: Hon. Danielle Smith, Premier of Alberta  
Hon. Dan Williams, MLA Peace River  
Mackenzie County Council