





MACKENZIE COUNTY

REGULAR COUNCIL MEETING

**DECEMBER 12, 2023
10:00 AM**

FORT VERMILION COUNCIL
CHAMBERS

 780.927.3718

 www.mackenziecounty.com

 4511-46 Avenue, Fort Vermilion

 office@mackenziecounty.com



Mackenzie County

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Tuesday, December 12, 2023
10:00 a.m.**

Fort Vermilion Council Chambers

Fort Vermilion, Alberta

AGENDA

			Page
CALL TO ORDER:	1.	a) Call to Order	
AGENDA:	2.	a) Adoption of Agenda	
ADOPTION OF PREVIOUS MINUTES:	3.	a) Minutes of the November 21 & 22, 2023 Budget Council Meeting	7
		b) Minutes of the November 28, 2023 Regular Council Meeting	19
		c) Business Arising out of the Minutes	
CLOSED MEETING:		<i>Freedom of Information and Protection of Privacy Act Division 2, Part 1 Exceptions to Disclosure</i>	
	4.	a) CAO Report (<i>FOIP Section 16, 17, 23 and 24</i>)	
		b) Request for Proposal – Fuel Supply and Services (<i>FOIP Section 25</i>)	
		c) Mitigation (<i>FOIP Sections 21 and 23</i>)	
		d)	
		e)	
TENDERS:	5.	a) None	
PUBLIC HEARINGS:	6.	a) None	
DELEGATIONS	7.	a) Royal Canadian Mounted Police (RCMP) - 11:50 a.m.	29
		b)	

GENERAL REPORTS:	8.	a)	Director & Manager Reports for November 2023	31
		b)		
		c)		
AGRICULTURE SERVICES:	9.	a)	None	
COMMUNITY SERVICES:	10.	a)	None	
FINANCE:	11.	a)	Bylaw 1316-23- Honorariums and Related Expense Reimbursement for Councillors and Approved Committee Members.	49
		b)	2024 Budget (HANDOUT)	
		c)	Councillor Expense Claims (HANDOUT)	57
		d)	Member at Large Claims (HANDOUT)	59
		e)	Cheque Registers – Nov 13 – Dec 8 (HANDOUT)	61
		f)		
		g)		
PROJECTS & INFRASTRUCTURE:	12.	a)	Promoting Local Homebased Businesses	63
		b)		
		c)		
OPERATIONS:	13.	a)	None	
UTILITIES:	14.	a)	None	
PLANNING & DEVELOPMENT:	15.	a)	None	
ADMINISTRATION	16.	a)	Rural Municipalities of Alberta (RMA) Nomination for Safety Codes Council	65
		b)		
		c)		

- | | | | | |
|--------------------------------------|-----|----|---|----|
| COMMITTEE OF THE WHOLE ITEMS: | 17. | a) | None | |
| COUNCIL COMMITTEE REPORTS: | 18. | a) | Council Committee Reports (verbal) | |
| | | b) | Flood Recovery Steering Committee Meeting Minutes | 67 |
| | | c) | | |
| | | d) | | |
| INFORMATION / CORRESPONDENCE: | 19. | a) | Information/Correspondence | 73 |
| NOTICE OF MOTION: | 20. | a) | | |
| NEXT MEETING DATES: | 21. | a) | Regular Council Meeting
January 9, 2024
10:00 a.m.
Fort Vermilion Council Chambers | |
| | | b) | Committee of the Whole Meeting
January 30, 2024
10:00 a.m.
Fort Vermilion Council Chambers | |
| ADJOURNMENT: | 22. | a) | Adjournment | |



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 12, 2023
Presented By:	Darrell Derksen, Chief Administrative Officer
Title:	Minutes of the November 21 & 22, 2023 Budget Council Meeting

BACKGROUND / PROPOSAL:

Minutes of the November 21 & 22, 2023 Budget Council Meeting are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

COMMUNICATION / PUBLIC PARTICIPATION:

POLICY REFERENCES:

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

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That the minutes of the November 21 & 22, 2023 Budget Council Meeting be adopted as presented.

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

**MACKENZIE COUNTY
BUDGET COUNCIL MEETING**

**Tuesday, November 21 & Wednesday, November 22, 2023
10:00 a.m.**

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

PRESENT:

Josh Knelsen	Reeve
Walter Sarapuk	Deputy Reeve
Peter F. Braun	Councillor
Cameron Cardinal	Councillor (left at 3:37 p.m. on November 21, 2023, left the meeting at 11:55 a.m. on November 22, 2023 and rejoined the meeting at 12:56 p.m.)
David Driedger	Councillor
Ernest Peters	Councillor
Garrell Smith	Councillor (virtual on November 22, 2023 left the meeting at 10:56 a.m. and rejoined the meeting virtually at 12:42 p.m. and left the meeting virtually at 1:00 p.m.)
Lisa Wardley	Councillor (arrived at 10:07 a.m. on November 21, 2023, left the meeting at 11:55a.m. on November 22, 2023 and rejoined the meeting at 12:56 p.m.)
Dale Wiebe	Councillor

REGRETS:

ADMINISTRATION: Darrell Derksen	Chief Administrative Officer
Don Roberts	Director of Community Services (Nov. 22)
Jennifer Batt	Director of Finance
Caitlin Smith	Director of Planning & Agriculture (Nov. 22)
Byron Peters	Director of Projects and Infrastructure
John Zacharias	Director of Utilities (Nov. 22)
Willie Schmidt	Fleet Maintenance Manager (Nov. 22)
Andy Banman	Manager of Operations (Nov. 22)
Louise Flooren	Manager of Legislative & Support Services/ Recording Secretary

ALSO PRESENT:

Member of the Public
Compass Assessment Consultants Inc., Assessor Aaron Steblyk

Minutes of the Budget Council Meeting for Mackenzie County held on November 21-22, 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 23-11-910 MOVED by Councillor Braun

That the agenda be adopted with the following addition:

- 4. a) Policy Matter (*FOIP Sections 23 and 24*)

CARRIED

ADOPTION OF PREVIOUS MINUTES: 3. a) None

TENDERS: 5. a) None

PUBLIC HEARINGS: 6. a) None

GENERAL REPORTS: 8. a) None

AGRICULTURE SERVICES: 9. a) None

COMMUNITY SERVICES: 10. a) None

FINANCE: 11. a) Draft 2024 Operating Budget

Reeve Knelsen recessed the meeting at 11:04 a.m. and reconvened the meeting at 11:17 a.m.

MOTION 23-11-911 MOVED by Councillor Braun
Requires 2/3

That the Draft 2024 Operating Budget be amended to include Tracking Sheet change #1 as presented.

CARRIED

MOTION 23-11-912 MOVED by Councillor Wiebe
Requires 2/3

That administration continues to develop the 2024 Operating Budget, and present at the next Budget Council meeting as discussed.

CARRIED

FINANCE

11. b) Not for Profit 2024 Grant Applications

Reeve Knelsen recessed the meeting at 12:03 p.m. and reconvened the meeting at 12:48 p.m.

Reeve Knelsen recessed the meeting at 1:58 p.m. and reconvened the meeting at 2:09 p.m.

MOTION 23-11-913
Requires 2/3

MOVED by Councillor Smith

That the 2024 Non-Profit Organization grant applications be recommended as discussed, and be brought to the December 6-7, 2023 Budget Council meeting for further review.

CARRIED

Reeve Knelsen recessed the meeting at 3:23 p.m., Councillor Cardinal left the meeting at 3:37 p.m. and Reeve Knelsen reconvened the meeting at 3:39 p.m.

FINANCE

**11. c) New Reserve Policies – Housing & Library
Facilities RESV028, RESV029, RESV030, RESV031**

MOTION 23-11-914

MOVED by Councillor Wardley

That Policy RESV028 Housing Facilities Reserve - Zama be approved as amended.

CARRIED

MOTION 23-11-915

MOVED by Councillor Braun

That Policy RESV029 Rental Facilities Reserve – Fort Vermilion be approved as amended.

CARRIED

MOTION 23-11-916

MOVED by Deputy Reeve Sarapuk

That Policy RESV030 Fort Vermilion Library Reserve be approved as amended.

CARRIED

MOTION 23-11-917 **MOVED** by Councillor Wardley

That Policy RESV031 La Crete Library Reserve be approved as amended.

CARRIED

FINANCE **11. d) Review Recreation Reserve Policies RESV022, RESV023, RESV024 and New Policy RESV027**

MOTION 23-11-918 **MOVED** by Councillor Braun

That the RESV022 La Crete Recreation Reserve Policy be amended as discussed.

CARRIED

MOTION 23-11-919 **MOVED** by Deputy Reeve Sarapuk

That the RESV023 Fort Vermilion Recreation Reserve Policy be amended as discussed.

CARRIED

MOTION 23-11-920 **MOVED** by Councillor Wardley

That the RESV024 Zama Recreation Reserve Policy be amended as discussed.

CARRIED

MOTION 23-11-921 **MOVED** by Councillor Peters

That Policy RESV027 Tompkins Improvement Area Reserve be approved as amended.

CARRIED

Reeve Knelsen recessed the meeting at 4:07 p.m. on November 21, 2023 and reconvened the meeting at 10:00 a.m. on November 22, 2023.

FINANCE

11. e) Review 2023 One Time Projects – Carry Forwards

MOTION 23-11-922
Requires 2/3

MOVED by Councillor Braun

That the 2023 One Time projects requiring additional funding to complete projects in 2024 have their budgets amended as follows:

- FV Fishing Opportunities (MARA, Tompkins Twin Ponds) (2023) –\$20,000
- Municipal Development Plan (2020) –\$50,000
- Water Diversion License Review (2018) –\$10,000

with funding coming from the 2024 taxation levy, and that administration incorporates into the Draft 2024 Operating budget.

CARRIED

MOTION 23-11-923
Requires 2/3

MOVED by Councillor Wiebe

That administration incorporates the requested 2023 One Time Carry Forward projects in the Draft 2024 Operating budget.

CARRIED

FINANCE

11. f) Review 2023 Capital Projects – Carry Forwards

MOTION 23-11-924
Requires 2/3

MOVED by Councillor Wardley

That administration incorporates the requested 2023 Capital Carry Forward projects in the Draft 2024 budget as amended.

CARRIED

Councillor Smith left the meeting virtually at 10:56 a.m. Reeve Knelsen recessed the meeting at 11:05 a.m. and reconvened the meeting at 11:18 a.m.

DELEGATIONS:

7. a) Compass Assessment Consultants Inc. , Aaron Steblyk

Councillor Cardinal and Councillor Wardley left the meeting at 11:55 a.m.

Reeve Knelsen recessed the meeting at 12:03 p.m., Councillor Smith rejoined the meeting virtually at 12:42 p.m., and Reeve Knelsen reconvened the meeting at 12:45 p.m.

MOTION 23-11-925

MOVED by Councillor Driedger

That the discussion with Compass Assessment Consultants Inc. be received for information.

CARRIED

COMMUNITY SERVICES:

10. a) Waste Collection

Councillor Cardinal and Councillor Wardley rejoined the meeting at 12:56 p.m.

MOTION 23-11-926

MOVED by Councillor Peters

That the Waste Collection information be brought to a future Committee of the Whole Meeting for further discussion.

CARRIED

FINANCE

11. h) 2024 Capital Projects and 5 year and Future Plans

Councillor Smith left the meeting virtually at 1:00 p.m.

Reeve Knelsen recessed the meeting at 2:27 p.m. and reconvened the meeting at 2:42 p.m.

Reeve Knelsen recessed the meeting at 3:56 p.m. and reconvened the meeting at 4:06 p.m.

MOTION 23-11-927

MOVED by Deputy Reeve Sarapuk

That the 5 year Capital Plan (2024-2028) and Future Years Plan be amended as discussed.

CARRIED

MOTION 23-11-928

MOVED by Councillor Wiebe

That administration bring forward funding options for the recommended 2024 Capital projects to the December 6-7, 2023 Budget Council Meeting as discussed.

CARRIED

CLOSED MEETING: 4. Closed Meeting (ADDITION)

MOTION 23-11-929
Requires Unanimous **MOVED** by Councillor Driedger

That Council move into a closed meeting at 4:22 p.m. to discuss the following:

- 4.a) Policy Matter (*FOIP Sections 23 and 24*)

CARRIED UNANIMOUSLY

The following individuals were present during the closed meeting discussion. (*MGA Section 197*)

- All Councillors Present excluding Councillor Smith
- Darrell Derksen, Chief Administrative Officer
- Caitlin Smith, Director of Planning and Agriculture
- Byron Peters, Director of Projects and Infrastructure
- Louise Flooren, Manager of Legislative & Support Services/ Recording Secretary

Byron Peters, Director of Projects and Infrastructure and Caitlin Smith, Director of Planning and Agriculture left the meeting at 4:40 p.m.

MOTION 23-11-930
Requires Unanimous **MOVED** by Councillor Braun

That Council move out of a closed meeting at 5:14 p.m.

CARRIED UNANIMOUSLY

FINANCE

11. g) Bylaw 1272-22 Honorariums and Related Expense Reimbursement for Councillors and Approved Committee Members

MOTION 23-11-931
Requires 2/3 **MOVED** by Councillor Wardley

That Councils 2024 Operating Budget be amended as per Tracking Sheet of Changes Item # 2.

CARRIED

OPERATIONS: 12. a) None

ADMINISTRATION: 15. a) None

COMMITTEE OF THE WHOLE ITEMS: 16. a) None

COUNCIL COMMITTEE REPORTS: 17. a) None

INFORMATION / CORRESPONDENCE: 18. a) None

NOTICE OF MOTION: 19. a) None

NEXT MEETING DATES: 20. a) Next Meeting Dates

Regular Council Meeting
November 28, 2023
10:00 a.m.
Fort Vermilion Council Chambers

Budget Council Meeting
December 6-7, 2023
10:00 a.m.
Fort Vermilion Council Chambers

ADJOURNMENT: 22. a) Adjournment

MOTION 23-11-932 MOVED by Councillor Braun

That the council meeting be adjourned at 5:18 p.m.

CARRIED

These minutes will be presented for approval at the December 12, 2023 Regular Council Meeting.

Joshua Knelsen
Reeve

Darrell Derksen
Chief Administrative Officer

UNAPPROVED



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 12, 2023
Presented By:	Darrell Derksen, Chief Administrative Officer
Title:	Minutes of the November 28, 2023 Regular Council Meeting

BACKGROUND / PROPOSAL:

Minutes of the November 28, 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:** _____

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

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

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

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

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

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

PRESENT: Josh Knelsen Reeve
Peter F. Braun Councillor
Cameron Cardinal Councillor
David Driedger Councillor
Garrell Smith Councillor
Ernest Peters Councillor
Lisa Wardley Councillor

REGRETS: Walter Sarapuk Deputy Reeve
Dale Wiebe Councillor

ADMINISTRATION: Darrell Derksen Chief Administrative Officer
Don Roberts Director of Community Services
Jennifer Batt Director of Finance
Caitlin Smith Director of Planning and Agriculture
Byron Peters Director of Projects and Infrastructure
Andy Banman Manager of Operations
Louise Flooren Manager of Legislative & Support Services/
Recording Secretary

ALSO PRESENT: Michael McMann, Superintendent of Schools – Fort Vermilion
School Division

Minutes of the Regular Council Meeting for Mackenzie County held on November 28, 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 23-11-933 MOVED by Councillor Wardley

That the agenda be approved as presented.

CARRIED

**ADOPTION OF
PREVIOUS MINUTES:**

3. a) Minutes of the November 14, 2023 Regular Council Meeting

MOTION 23-11-934

MOVED by Councillor Braun

That the minutes of the November 14, 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 23-11-935

MOVED by Councillor Smith

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

- 4.a) CAO Report (*FOIP Sections 16, 17, 23 and 24*)
- 4.b) Legal Update (*FOIP Sections 23, 24, 25 and 27*)

CARRIED

The following individuals were present during the closed meeting discussion. (*MGA Section 197*)

- All Councillors Present excluding Deputy Reeve Sarapuk and Councillor Wiebe
- Darrell Derksen, Chief Administrative Officer
- Jennifer Batt, Director of Finance

Jennifer Batt, Director of Finance left the meeting at 10:30 a.m.

MOTION 23-11-936

MOVED by Councillor Cardinal

That Council move out of a closed meeting at 11:12 a.m.

CARRIED

MOTION 23-11-937

MOVED by Councillor Peters

That Rural Municipalities of Alberta (RMA) Minister Meeting follow up letters be sent.

CARRIED

CLOSED MEETING: 4. a) CAO Report

MOTION 23-11-938 MOVED by Councillor Braun

That the CAO Report be received for information.

CARRIED

CLOSED MEETING: 4. b) Legal Update

MOTION 23-11-939 MOVED by Councillor Driedger

That the legal update be received for information.

CARRIED

Reeve Knelsen recessed the meeting at 11:13 a.m. and reconvened the meeting at 11:29 a.m.

DELEGATIONS: 7. a) Fort Vermilion School Division – Mike McMann, Superintendent of Schools

Reeve Knelsen recessed the meeting at 12:26 p.m. and reconvened the meeting at 1:14 p.m.

MOTION 23-11-940 MOVED by Councillor Smith

That the presentation of the Collegiate Model from the Fort Vermilion School Division be received for information.

CARRIED

TENDERS: 5. a) None

PUBLIC HEARINGS: 6. a) None

GENERAL REPORTS: 8. a) Director & Manager Reports for October 2023

MOTION 23-11-941 **MOVED** by Councillor Driedger

That the Director & Manager reports for October 2023 be received for information.

CARRIED

AGRICULTURE SERVICES:

9. a) None

COMMUNITY SERVICES:

10. a) None

FINANCE:

11. a) **Budget Amendment – Amalgamation of South of High Level Lands Projects**

MOTION 23-11-942
Requires 2/3

MOVED by Councillor Wardley

That the 2023 Capital Budget be amended by combining the “Land Purchase – South of High Level” and “PLS 140031 – South of High Level Lands” projects budgets and funding sources into a single project, renaming it “Land Purchase – South of High Level Lands PLS140031”.

CARRIED

FINANCE:

11. b) **Budget Amendment – New Hamlet Parks**

MOTION 23-11-943
Requires 2/3

MOVED by Councillor Braun

That the 2023 Capital Budget be amended by renaming the “New Hamlet Park (Janelle’s Park LC)” to “New Hamlet Park – 112 st LC” with a budget of \$8,685, and the remaining \$50,000 in funding be reallocated to the Janelle Park Development project.

CARRIED

FINANCE:

11. c) **Financial Reports – January 1 – October 31, 2023**

MOTION 23-11-944

MOVED by Councillor Braun

That the financial reports for January to October 31, 2023 be received for information.

CARRIED

FINANCE: 11. d) Councillor Expense Claims

MOTION 23-11-945 **MOVED** by Councillor Braun

That the Councillor Expense Claims for October 2023 be received for information and approved as amended.

CARRIED

FINANCE: 11. e) Members at Large Expense Claims

MOTION 23-11-946 **MOVED** by Councillor Driedger

That the Member at Large Expense Claims for October and November 2023 be received for information.

CARRIED

**PROJECTS &
INFRASTRUCTURE: 12. a) None**

OPERATIONS: 13. a) None

UTILITIES: 14. a) None

**PLANNING &
DEVELOPMENT: 15. a) Development Options for Infrastructure**

MOTION 23-11-947 **MOVED** by Councillor Wardley

That administration proceed with drafting a bylaw for Council's consideration regarding development levies, fees and incentives as discussed and bring back to a future council meeting.

CARRIED

Reeve Knelsen recessed the meeting at 2:02 p.m. and reconvened the meeting at 2:11 p.m.

**ADMINISTRATION: 16. a) Community Planning Association of Alberta (CPAA) –
2024 Annual Conference**

MOTION 23-11-948 **MOVED** by Councillor Cardinal

That the following Councillors be authorized to attend the Community Planning Association of Alberta (CPAA) – 2024 Annual Conference from April 29 – May 1, 2024 in Red Deer, Alberta:

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

CARRIED

ADMINISTRATION: 16. b) Economic Developers Alberta - EDA Xperience 2024 Leaders' Summit & Conference

MOTION 23-11-949 MOVED by Councillor Braun

That the following Councillors be authorized to attend the Economic Developers Alberta - EDA Xperience 2024 Leaders' Summit & Conference from April 10-12, 2024 in Kananaskis, Alberta

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

CARRIED

MOTION 23-11-950 MOVED by Councillor Driedger

That the 2024 operating budget for Growing the North Conference be changed to the Provincial Agricultural Service Board (ASB) Conference in Lethbridge, Alberta on January 22-24, 2024 and all Council be authorized to attend.

CARRIED

COMMITTEE OF THE WHOLE ITEMS: 17. a) None

COUNCIL COMMITTEE REPORTS: 18. a) Council Committee Reports (verbal)

MOTION 23-11-951 MOVED by Councillor Driedger

That a letter be written to All Peace Hockey League regarding the sportsmanship policy of not shaking hands at activities based within Mackenzie County facilities.

CARRIED

MOTION 23-11-952 **MOVED** by Councillor Braun

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

CARRIED

MOTION 23-11-953 **MOVED** by Councillor Smith

That Mackenzie County proceed with the Northwest Species at Risk (NWSAR) transfer from the Town of High Level.

CARRIED

**COUNCIL
COMMITTEE
REPORTS:**

18. b) Municipal Planning Commission Meeting Minutes

MOTION 23-11-954 **MOVED** by Councillor Cardinal

That the unapproved Municipal Planning Commission meeting minutes of November 16, 2023 be received for information.

CARRIED

**INFORMATION/
CORRESPONDENCE:**

19. a) Information/Correspondence

MOTION 23-11-955 **MOVED** by Councillor Cardinal

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

CARRIED

NOTICE OF MOTION: **20. a) None**

**NEXT MEETING
DATES:**

21. a) Next Meeting Dates

Budget Council Meeting
December 6-7, 2023
10:00 a.m.
Fort Vermilion Council Chambers

Regular Council Meeting
December 12, 2023
10:00 a.m.
Fort Vermilion Council Chambers

ADJOURNMENT:

22. a) Adjournment

MOTION 23-11-956

MOVED by Councillor Smith

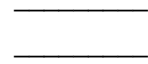
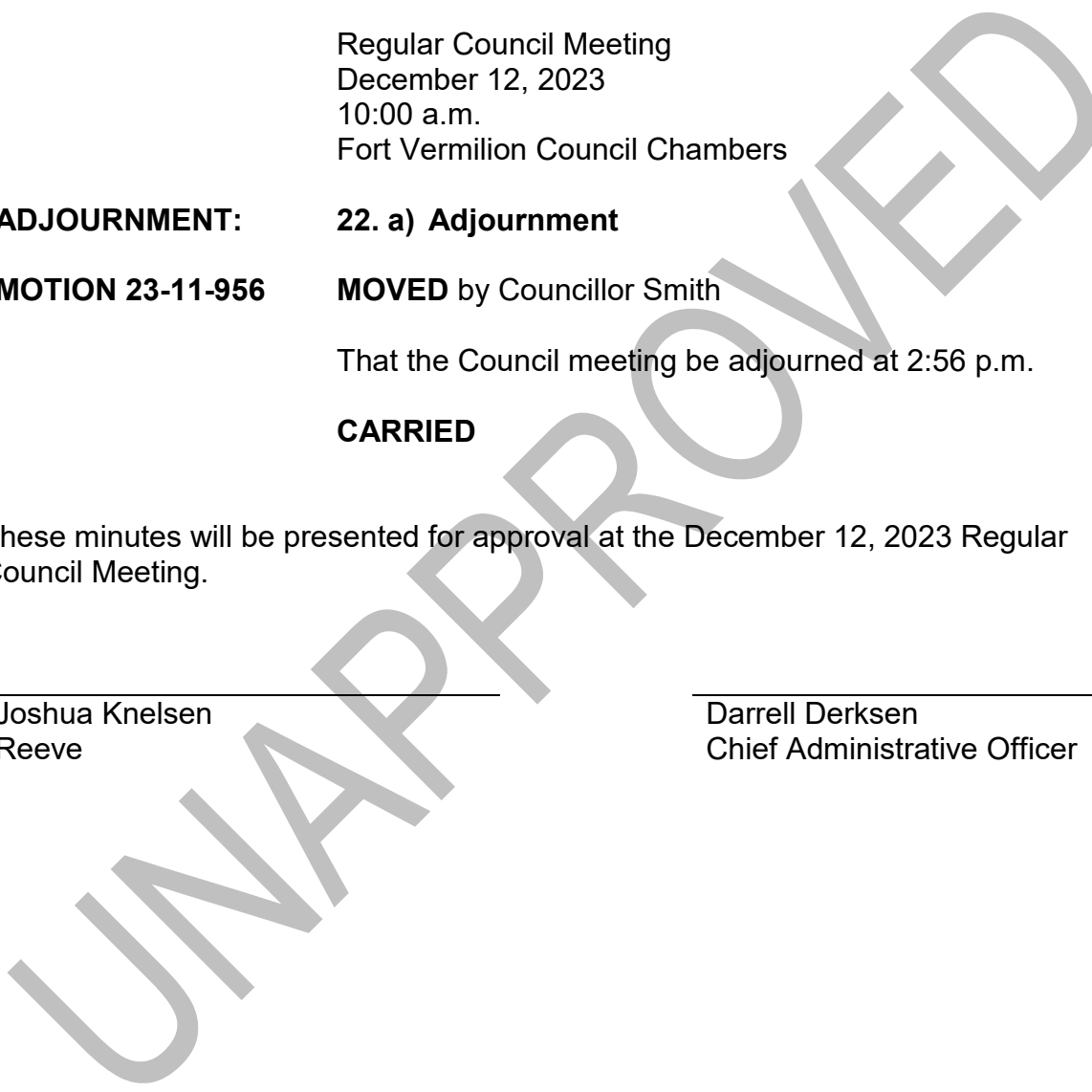
That the Council meeting be adjourned at 2:56 p.m.

CARRIED

These minutes will be presented for approval at the December 12, 2023 Regular Council Meeting.

Joshua Knelsen
Reeve

Darrell Derksen
Chief Administrative Officer





Mackenzie County

REQUEST FOR DIRECTION

Meeting:	Regular Council Meeting
Meeting Date:	December 12, 2023
Presented By:	Don Roberts, Director of Community Services
Title:	DELEGATION Royal Canadian Mounted Police (RCMP)

BACKGROUND / PROPOSAL:

Members of the Fort Vermilion RCMP will be present for the introduction of the new Operation NCO of the Fort Vermilion RCMP Detachment, Sargent Ryan Jurgens.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

- Simple Majority
 Requires 2/3
 Requires Unanimous

That the RCMP presentation be received for information.

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 12, 2023
Presented By:	Darrell Derksen, Chief Administrative Officer
Title:	Director & Manager Reports for November, 2023

BACKGROUND / PROPOSAL:

The Director and Manager reports for November 2023 are attached for information.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

- Simple Majority
 Requires 2/3
 Requires Unanimous

That the Director & Manager reports for November 2023 be received for information.

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

Monthly Report to Council

For the month of November, 2023

From: Byron Peters,

Deputy CAO & Director of Projects & Infrastructure

Council Priorities

Program/Activity/Project	Timeline	Comments
Recreation Dispositions	2024	Survey and applications originally completed, need to amend a couple applications based on AFP feedback. FNC proceeding at various stages and speeds. Some areas will still be a while.
Offsite Levies/Municipal Infrastructure	Q1 2024	Presented a recommendation for infrastructure fee sharing structure, administration working on drafting a new bylaw for Council's consideration. Cannot find any current grants to help offset costs.
Reclamation Projects (gravel and other old dispositions)		FVSD only party interested in Atlas disposition. Would not want to permanently keep the site. Crews have started some cleanup at Atlas, developing more comprehensive plan for other locations.
Asset Management	Ongoing	Continue to slowly add and define assets. Completed a training session with many staff. Utilities dept adding/correcting lots of storm data.

Projects, Programs & Activities

Program/Activity/Project	Timeline	Comments
Economic Development	2023/24	Continually try to think of processes to ensure good customer service and minimizing process/red tape. REDI is proceeding with YOLO Nomads, which is a tool to (try to) recruit professionals to our region. Applying for SCOP & NRED grants.
Outdoor Rec & Tourism Strategy	Q1 2024 - RFP	Received NRED grant to develop Outdoor Tourism & Rec Strategy. Ph. 1 of this project is complete. Defining scope for phase 2 and planning for RFP in early 2024.

La Crete Stormwater Master Plan	Q2 2024	Project awarded to MPE Engineering. Project has started with a high level review of data. Project timeline will depend on ability to verify data (too much snow may push the project back until spring).
Gravel – Crushing, prospecting, approvals		Gravel is a complex asset to manage. Continue to make headway on lease extensions and mining approvals.
LC North Sanitary	Engineering Q4 2023	Design effectively complete. Construction anticipated to begin in 2024.
LC Intersection Improvements	Q1 2024	Road works complete. Traffic light civil work was delayed but has now started. Traffic light installation still expected in January/February.

Personnel Update:

No changes or updates in the Projects & Infrastructure side of the office.

Other Comments:

A few items to highlight:

1. ACP grant, the one where we transferred about \$1.2M from a Zama project to FV recovery/mitigation was supposed to be completed by October 2023. We've requested an extension for this but have not received confirmation yet.
2. We were reported to AEP in early 2023 for an assortment of alleged violations in FV. AEP say they are obligated to investigate every complaint, which they now have. None of the alleged violations were founded, but through their investigation AEP decided that we need water act approvals for every culvert gate that we have and for all future ones.

Attended RMA fall convention. Was a busy convention with many meetings. Ongoing follow up regarding several of the topics that were discussed.

Has been a busy month with regular and council budget meetings & budget prep. Consultation for the various projects is quite time consuming. There is a lot of correspondence to review and many discussions and meetings, both formal and informal.

High Level Annexation preliminary hearing was held, several follow up items required in the next several weeks as this progresses.

Starting to pull together information for big picture economic development projects. Lots of bits & pieces to explore but I'm starting to see a framework on how to proceed. This work ties in closely with some of Council's top priorities.

Has been difficult to move some of the policy items along due to the overall workload right now. Mid-October to mid-December is typically the busiest time of year for senior administration, and this year has been consistent with that.

Monthly Report to the CAO

For the month of November, 2023

From: Don Roberts,
Director of Community Services

Program/Activity /Project	Comments
La Crete Airport Shop	Atco has informed administration that the building will not be energized until the end of January. Administration approached the neighboring property owner to obtain power until Atco energizes the system. We now have full services in the building and are utilizing the building for its intended purpose.
Fish Ponds	MARA Staff approached Administration with concerns with the fish Pond. Administration will be suggesting to enter into an agreement or memorandum of understanding with MARA that would outline pond maintenance responsibilities, desired water levels and thresholds, fish upkeep and other issues that would affect the fish pond and irrigation efforts.
RCMP	Both the Agreement for the Utility Trailer and the Memorandum of Understanding with the RCMP have been finalized and signed. The Police Funding Model and Option 1 Enhanced Policing Positions were absorbed into the Police Funding Regulation that came into force on April 1, 2020. The RCMP continually would send administration with draft MOU's that would reflect the old Option 1 Enhanced Policing model. The old Enhanced Policing agreement stated that an MOU with the local RCMP detachment and the municipality would be required. This was a stipulation set forth by the Province.
FRIAA	FRIAA Grant funding grant Applications are due for the vegetation management / fuel modification discipline and for non-vegetation management disciplines: Planning, Public Education, Interagency Co-operation and Cross-Training, Legislation and Development. This would be considered the normal call for RFP. There is also some indication from FRIAA that a new Grant funding opportunity will be made available. In the Fall of 2020 FRIAA announced a similar grant funding opportunity. Administration has communicated with FRIAA field officers with an understanding that the roll out of this funding will be different.
Facility Management	Administration have implemented a "Facility Condition Assessment/ Inspection" program with all major facilities excluding Recreation Complexes. This will allow for a more pro-active rather than a reactive approach when identifying regular and long term maintenance requirements on County operated buildings.

MONTHLY REPORT TO THE CAO

For the Month Ending November 2023

From: Jennifer Batt
Director of Finance

Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
2023 Budget	Ongoing	Budget updates completed as per Council motions. Continue to investigate funding sources, and opportunities for the County
2024 Budget	In Progress	<p>2024 budget request reviewed with all Directors, and CAO.</p> <p>2023 Capital and One Time Carry Forward requested projects presented to Council Nov 21-22.</p> <p>2024 NPO Grant Applications presented to Council Nov 21-22.</p> <p>2024 Capital projects and 5 year and Future plans presented to Council Nov 21-22</p> <p>5 new reserve policies created for housing facilities in Fort Vermilion & Zama, along with reserves policies for both the Fort Vermilion & La Crete Libraries, as well as a Tompkins Improvement Area reserve.</p>
Provincial Grant Reporting CCBF/MSI...	Complete	MSI & CCBF 2023 Applications approved. Applications requires amending due to funding. Awaiting approval
Accounts Payable	Ongoing	<p>Electronic Funds Transfer set up for monthly vendors. Ongoing updates, and additions as required.</p> <p>Payments for all authorized invoices received by November 30th completed.</p>
Accounts Receivable	Ongoing	<p>Invoices sent for all services up to and including November 2023.</p> <p>Forestry invoicing complete</p> <p>Water pump invoices-funding received.</p> <p>Collection calls for outstanding accounts ongoing.</p> <p>Non-Profit grant applications advertised for 2024.</p> <p>Closing October 16th CLOSED</p>

Taxation	Ongoing	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 Continue Advertising e-billing 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. Follow up with owners/contractors n relocations. Awaiting subdivision of Phase 2/3, Amending agreements required
Disaster Recovery Program <i>2020 Peace River Ice Jam / Overland Flood</i> 2021 Sever Storm Overland Flooding 2022 Rapid Snowmelt – Overland flooding 2023 Wildfires claim 2023 NWT Wildfire claim	Ongoing	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 Requesting extension until 2024. Awaiting approval. Submitting final documents to DRP in December. CLOSING Application approved Submitting expenses to date to DRP in December along w map etc. Outstanding 1 bridge for DRP approval Approved. Submitting expenses in November & December Submission requirements received. Compiling information for application submission and refund of expenses. Invoicing in December
Supply staff to High Level Office every Tuesday. Assist departments with budget reporting, Request for Decisions, and inquiries.		

Monthly Report to the CAO

For the month of November, 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	The revised MDP is available online. Public Hearing is advertised for January 30, 2024.

Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
La Crete Area Structure Plan	Q1 2024	Administration is creating a scope of work for the RFP.
100A Street Land Sale	Q2 2023	COMPLETE

Personnel Update:

No updates.

Other Comments:

Administration has signed the Offer to Purchase for the South of High Level lands and we are working with the province on transfer documents. There is a pause on crown land sales.

The North of Zama lands FNC has received adequacy; we are awaiting next steps to proceed. We have been in contact with the province and they are currently working on the appraisal. Administration will send the new land sale info in the Zama area once available.

There is one outstanding TCL for Machesis Lake, AFP is unsure whether this will be applied as it is considered a Provincial park.

FNC on the Wadlin Lake Campground Development Plan and the snowmobile trails is still ongoing. There will be a First Nation Consultation pause from December 21, 2023 to January 3, 2024.

The ACO conducted an onsite training for administration to clarify guidelines on the FNC process.

The 2023 development season has been very busy, there are endless enquiries for permits and future subdivisions. There are also many individuals that are looking for Manufactured Home lots in La Crete, this is a trend that we expect in the New Year.

The department is updating the General Municipal Improvement Standards in conjunction with Projects and Infrastructure, Operations, and Utilities. It is expected to be presented in Spring.

The department is updating the Airport Development Plans for La Crete and Fort Vermilion. There have been enquiries for additional lease lots in La Crete (3 large lots remaining), this will be something we need to consider on where best to add lots and potentially invest into another taxiway for hangar access.

We are continuing to support TELUS with their fibre installation and getting project updates to address any outstanding/ongoing concerns.

The 2023 Offsite Levy report will be presented January 2024.

The Ag department is working towards updating the ASB Business Plan and through that we are hoping to develop a policy for irrigation in the County. The department is going through policy review and updates for 2024. We have received several requests for information from local farmers interested in doing their own irrigation systems on private lands.

REPORT TO AGRICULTURAL SERVICE BOARD

November, 2023

From: Landon Driedger, Agricultural Fieldman

Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Roadside Spraying	June-July 2023	Roadside Spraying will commence June 12 th . Ditches south of the river to Airport road will be sprayed this year. The do not spray registration deadline is May 31 st . The main miscommunication from Organic farmers was that if they register a field once and have signs up that they should be exempt from spraying yearly. I attended the Organic conference this April to reiterate that we refresh our spray maps yearly and only the fields registered that spring will be exempt. I also reminded producers that this is a optional program for the county, not mandatory.
Weed Inspection	2023	Weed inspection season has come to an end for the season. Scentsless Chamomile has been abundant this year and over 30 letters were sent to landowners as well as countless phone calls. A lot of work went into updating our munisite program with all the weed infestations. Multiple spot spray locations were completed in County right of ways, ditches and gravel pits.
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 working on an agreement with Peace Country Gleaners for next summer.
MARA Cattle Producer Seminar	January 15, 2024	Speakers will include Alberta Beef Producers, Local Ranchers, and specialist.

MARA Irrigation Seminar	October 26, 2023	Put on by Mackenzie Applied Research and sponsored by Mackenzie County. Speakers included Local irrigator's, Alberta Agriculture and Irrigation and Alberta Irrigation Districts Association. Very well received by the public.
Seed Cleaning Plant Inspections	Winter 2023	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	4,400 trees ordered so far. Deadline to order is December 31. Supplier is 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 two years.
Water Pumping Program	June, 2023	There have been 24 rentals this year. 18 since September.
Roadside Mowing	2023	Roadside mowing is complete for the year, and no complaints or damages have been reported.
Erosion Control/Repair	2023	250 kg of grass has been seeded on new roads and drainage ditches. With the crops off, Andy and myself have been working together to complete remaining drainage and erosion projects.

Capital Projects

Projects	Timeline	Comments

Personnel Update:

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Other Comments:

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MONTHLY REPORT TO THE CAO

For the Month of November 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	Complete for the year.

Capital Projects

Projects	Timeline	Comments
FV-Frozen Water Service Repairs	Dec/23	Finished the frozen service planned for this year. Will carry forward one more year.
Potable Water Supply North of the Peace River	Dec/23	Had some discussion on possible grants with AE on this item. Nothing to report yet.
Waterline Blue Hills	Dec/23	Going to look into getting grant funding options on this. Looking into a possible Truckfill in BlueHills now.
Diversion License Review	May/24	TDL is valid to May 2024. TOHL is starting process into raw water source options. Will wait on that study now.
La Crete Future Water Supply Concept	Dec/23	Phase 1 has been completed. Waiting on the final report on it. Started a Water Model of La Crete area for phase 2 of the project. Will continue into 2024.
LC – Well #4	Dec/23	Project hit a glitch this month with some piping issues that seem to be ongoing. Is going to be commissioned in December now.
LC – North Sanitary Trunk Sewer	Dec/23	Project on hold as per Council motion. Design complete for now, presented new funding options to Council.
ZA- Distribution Pump House Upgrades	Jan/24	Project is in the warranty phase until Jan/24 but is running smoothly so far. New surge protection was installed in both buildings to

		mitigate future damage to equipment.
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Personal Update:

November was a good and busy month with some time off for some unsuccessful hunting. We have moved forward with some projects and got some finished as well. Worked through capital projects for 2024. I attended Water Week North in Edmonton, which was a good chance to see some Industry related seminars and trade show. Had a chance to meet up with Fred again and it was a good catchup time.

Had a some meetings with Michel Savard and Development on a new GMIS review we are looking at.

Well 4 issues have continued once again so that is testing my patience a bit. We are now looking at commissioning in December we hope.

Personnel Update:

We have unfortunately lost an operator in La Crete as of December 8th. We are sorry to see this person leave as we had a full operations staff County wide for at least a day but we wish Kyle the best in his future.

Respectfully submitted,

John Zacharias
Director of Utilities
Mackenzie County

REPORT TO THE CAO

For November 2023

From: Louise Flooren, Manager of Legislative & Support Services

Council

- Preparing for various meetings of Council, correspondence, conferences, etc.
- Rural Municipalities of Alberta Convention held November 6-9, 2023, Minister Meeting Scheduled and completed.
- By-Election preparation for Ward 9, Nomination Day, Advance Vote & Election Day.

Appeal Boards

- Assessment Review Board Hearings completed on November 23, 2023, 1 CARB and 1 LARB.

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.
- Administrative Assistant is working on the Communications plan and updated required areas and looking for new ways to communicate to ratepayers on social media platforms.
- Administrative Assistant working on schedules for advertisements (ie annual advertisements, magazines, seasonal items)

Human Resources/Records/IT

- Human Resources (HR) – Responding to employee inquiries, advertising for various positions, interviews and orientation.
- All positions were filled at the end of November.
- 2 orientations have been completed.
- HR is working on multiple policies and they will be brought to a future Council meeting.
- 5904 land files have been created on DocuShare since the commencement of temporary employee.
- Gravel Pit camera assessments and tuning.
- Cisco router and switch programming
- La Crete Shop and Water Treatment Plant IP subnet reconfiguration to separate SCADA from Shop/WTP Network
- Complete re-provisioned La Crete main controller server.
- New Next Generation Sophos firewall security routers have arrived and programming is starting.

- New Dell Server for La Crete has arrived and will start installation.
- New zoom room panel installed in Council Chambers.
- General support for staff call to IT.

Other:

- Working with the Health and Safety Committee in multiple areas.
- The Christmas Banquet committee did a wonderful job on the Banquet on November 24, 2023. There were 16 staff members who received long service awards during the banquet. Thank you to all who made this banquet enjoyable and it was a wonderful evening for all who attended.

MONTHLY REPORT TO THE CAO
For the month of November, 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"> - JHSC - Job Hazard & Communication Assessment Review - Capital Budget - Operating Projects wrap up - Final access inspections for 2023 - Regravel 2024 preparation - Rural driveway clearing program prep and in place - Private contactor review
Airport Maintenance/Operations	Ongoing	<ul style="list-style-type: none"> - Regular maintenance as required - Airport Parking Fees - Regular clearing of runway and lights, and deicing - Fertilizer in place
Bridges	Ongoing	<ul style="list-style-type: none"> - BF 72702 work begun, to be completed complete in first week of December
Road Repair/Gravel/Spot Gravel	Ongoing	<ul style="list-style-type: none"> - Zama Road - Winter road prep - Stockpile Inventory done by WSP, awaiting report distribution. - Spot gravel wrap up
Training/Education	Ongoing	<ul style="list-style-type: none"> - Catilis (Munisight) Training Seminar

Capital Projects

Projects	Timeline	Comments
Endeavor to Assist – New Roads	Ongoing	
30m ROW – Various Locations	Ongoing	
Rebuild TWP RD 1044 (1 mile) (2021)	Complete	
Washout & Culvert Upgrades (2021)	Ongoing	

TWP RD 1050 (27 TH Baseline RD) 2 Miles (2022)	Complete	- Brush burning Complete
Zama Pavement Repair (2022)	Complete	- With maintenance to be done in the future.
RR 154 IN 108-15 (2022)	Complete	- Brush burning complete - Pit reclaimed - Awaiting Alberta Forestry Inspection
Rebuild Heliport RD – 2 Miles – TWP 1102 (2022)	Complete	
Machesis Lake – Rebuild and Section Repairs (2022)	Complete	
Rebuild Fox Lake RD – 2 Miles – spot repair (2022)	Complete	
Rebuild RR 155 (2022)	Complete	
TWP 1092 – Repack, Gravel, Oil (2023)	Complete	
Buffalo Head Prairie/Blue Hills Road Rebuild (2023)	Complete	
Angle RD HL South – Rebuild (2023)	Complete	- Brush burning complete - Pit reclaimed - Awaiting Alberta Forestry Inspection
Lambert Point Intersection TWP 1085 & RR 122 (2023)	Complete	
Culvert Erosion Repair TWP 1090 – RR 150 (2023)	Complete	

Personnel Update:

1 position filled;
- Equipment Operator I – FV

Vacant Positions;
- None

Other Comments:

- Brushing has begun at Atlas pit in preparation for reclamation



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 12, 2023
Presented By:	Darrell Derksen, Chief Administrative Officer
Title:	Bylaw 1316-23 Honorariums And Related Expense Reimbursement For Councillors and Approved Committee Members

BACKGROUND / PROPOSAL:

At the December 7, 2023 Budget Council Meeting Bylaw 1316-23 Honorariums And Related Expense Reimbursement For Councillors and Approved Committee Members was presented with amendments and passed first and second reading.

Bylaw 1316-23 is being brought back for third reading.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

COMMUNICATION / PUBLIC PARTICIPATION:

POLICY REFERENCES:

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

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That third and final reading be given to Bylaw 1316-23 - Honorariums And Related Expense Reimbursement For Councillors and Approved Committee Members.

Author: _____ Reviewed by: _____ CAO: _____

BYLAW NO. ~~1272-22~~ 1316-23

**BEING A BY-LAW OF
MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA**

**TO PROVIDE FOR HONORARIUMS AND RELATED EXPENSE
REIMBURSEMENT FOR COUNCILLORS
AND APPROVED COMMITTEE MEMBERS**

WHEREAS, the Municipal Government Act, being Chapter M-26 of the Revised Statutes of Alberta, 2000, hereinafter referred to as the “M.G.A.” provides for decisions of council to be made by resolution or bylaw, and

WHEREAS, the Council is desirous of establishing compensation of Councillors and approved committee members for their meeting time and their out of pocket expenses while on official municipal business,

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

DEFINITIONS:

“Council Meeting/Special Council Meeting” – refers to a duly called meeting according to the Municipal Government Act.

“Committee of the Whole Meetings” - refers to a duly called meeting sitting as a deliberative recommending body to Council.

“Committee Meetings” – refers to meetings related to Council Committee Meetings, Rural Municipalities of Alberta Zone Meetings, Tri-Council Meetings, Ratepayer Meetings, Mackenzie County Open Houses, and meeting invitations issued by the Chief Administrative Officer.

“Committee Members” – means a public member-at-large appointed by Council to a Council Board or Committee.

HONORARIUMS

1. Monthly honorariums shall be paid to each Councillor for their time spent conducting the daily local business of the municipality as follows:

(a) Reeve ~~\$1,500.00~~ **\$2,500.00** per month

(b) Deputy Reeve ~~\$1,350.00~~ **\$1,400.00** per month

(c) Councillor ~~\$1,200.00~~ \$1,250.00 per month

2. Councillors in attendance at council meetings, approved council committee meetings, seminars and conventions shall be paid according to the following rates plus mileage and meal allowance, where applicable.

(a) Council Meeting/Special Council Meetings \$340.00

(b) Committee of Whole Meetings \$340.00

(c) Committee Meetings ~~\$240.00~~
\$340.00

(d) Seminars/Conventions/Workshops \$340.00

2.1 Councillors attending less than half of a Council Meeting may claim only half the honorarium.

2.2 A combined maximum of three meetings may be claimed per day under Section 2 (a), 2 (b), and 2 (c).

2.3 Honorariums claimed under Section 2. (d) are all inclusive. Only one (1) per diem may be claimed per day.

3. The Reeve or designate is eligible to claim honorariums and expenses when representing the municipality at community or other functions.

4. Committee Members appointed to approved council committees shall be paid \$240.00 per meeting when in attendance at approved council committee meetings, seminars and conventions, plus mileage and meal allowance, where applicable.

5. Travel time to and from any council meeting, approved council committee meeting, seminar and/or convention shall be paid mileage and meal allowance, where applicable.

(a) Councillors or Committee Members driving to a seminar/convention shall be paid \$240.00 for one travel day there and one travel day back.

(b) An additional travel day may be allowed when travel is out of province and in excess of 1,000 kilometers from the individual's home and their destination via the shortest route.

6. Councillors are authorized to participate in two in class courses and two online courses per year, subject to successful completion, through the Elected Officials Education Program.

COMMUNICATION ALLOWANCES

7. Councillors are eligible for a monthly communication allowance as follows:
 - (a) an internet access allowance of \$75, and
 - (b) a laptop allowance of \$50, if compliant with policy ADM052 – Electronic Access and Acceptable Use, and
 - (c) a telephone allowance of \$60 for Councillors, and
 - (d) a telephone allowance of \$100 for the Reeve.

TRANSPORTATION EXPENSES

8. Mileage shall be paid as per Canada Revenue Agency Reasonable allowance rate, for each kilometer travelled by each Councillor or Committee Member who is travelling with their personal vehicle on business of the municipality or its committees. Such mileage shall be calculated from the place of residence of the Councillor or Committee Member to the place of the meeting and return. In addition, such mileage allowance shall apply to any approved convention or seminar.
9. Taxi fares, automobile rental, parking charges and public transportation fares will be reimbursed upon presentation of a receipt.

REIMBURSEMENT FOR ACCOMMODATIONS AND MEALS

10. Where a Councillor or Committee Member is required to travel on municipal business and overnight accommodation away from his/her regular place of residence is necessary, he/she may claim in respect of the time spent on travel status
 - (a) Either
 - (i) reimbursement of the cost of accommodation in a hotel, motel, guest-house, inn or other similar establishment, on a receipt submitted with the municipal expense account form, or
 - (ii) an allowance of \$100.00 per night
 - (b) in respect of each breakfast, lunch, or dinner,
 - (i) a meal allowance may be claimed as follows:

Breakfast	\$25.00 including GST (if time of departure is prior to 7:30 a.m.)
Lunch	\$30.00 including GST (if time of return is after 1:00 p.m.)
Dinner	\$45.00 including GST (if time of return is after 6:30 p.m.)

11. Meal claims will be calculated based on reasonable travel times to get to and return from meeting commencement and conclusion times.
12. When the combined travel and session time exceeds 10 hours, overnight accommodation may be claimed.
13. A Councillor may claim reasonable government networking expenses while representing the County without prior approval. Reimbursement of these expenses will require approval by a resolution of Council based on the submission of actual receipts.
14. A Councillor or Committee Member may claim
 - (a) an allowance for personal expenses for each full 24-hour period on travel status (as per the Canada Revenue Agency Appendix C – Meals and Allowances 1.2 Incidental Expense Allowance).

ATTENDANCE AT COMMUNITY EVENTS

15. Councillors are eligible to claim expenses when representing the municipality at a County supplied ticketed event.

ATTENDANCE AT POLITICAL EVENTS

In accordance with the Election Finances and Contributions Disclosure Act:

16. Should a member of Council be approved to attend a political event, on behalf of Mackenzie County, for which proceeds support a political party or candidate, Mackenzie County will reimburse the value of the meal or event upon submission of receipt. Mackenzie County will not reimburse any portion of a meal or event expense that constitutes proceeds to a political party or candidate. *(For example: If the individual charge is more than \$50, \$25 shall be allowed for expenses and the balance shall be considered as a contribution to the registered party, registered constituency association or registered candidate, as the case may be.)*

17. The individual purchasing the ticket may retain the tax receipt for his or her own purposes. The tax receipt issued by the party or candidate should be in the name of the individual purchasing the ticket.
18. Councillors are eligible to claim honorariums and mileage expenses to attend political functions.

BENEFITS

19. ~~A group benefits package shall be made available to each Councillor at 50% of the cost of the benefit premiums.~~ Benefits will be in accordance with the "in-scope" collective agreement, as amended from time to time excluding Short Term and Long Term Disability.

SIGNING AUTHORITY

20. Administration shall have the authority to verify and sign the Reeve and Councillor expense claims and honorariums under the following conditions:
 - (a) Councillors have attended Council meetings in person or by teleconference.
 - (b) Workshops, conferences, conventions that have been approved by Council prior to submission of expense claim.
 - (c) Attendance at Committee meetings or Task Force meetings will be in accordance with the bylaws or Terms of Reference of that committee or task force.
21. In the event that a discrepancy is noted on an expense or honorarium claim, Administration shall recommend a resolution of Council for approval of the expense in question. If the expense in question is not approved, the amount will be deducted from their next expense claim.
22. Councillors and Committee Members must submit their expense claims by the 5th of each month in order to be paid in that month.
23. Expense claims submitted 60 days after the due date will not be paid, unless there are special circumstances. A resolution of Council shall be required prior to payment of the claim.
24. Councillors and Committee Members will submit their December expense claim and honorarium by December 15th in order to expedite the closing of the year-end accounts. Meetings held after the 15th shall be added to the January claim.
25. No expenses other than those listed in this bylaw may be claimed.

26. This bylaw shall come into effect ~~the day that it is passed~~ on January 1, 2024 and repeals and replaces Bylaw ~~1241-21~~ 1272-22 and all amendments made thereto.

First Reading given on the 7th day of December, 2023.

Second Reading given on the 7th day of December, 2023.

Third Reading and Assent given on the ____ day of December, 2023.

Joshua Knelsen
Reeve

Darrell Derksen
Chief Administrative Officer



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 12, 2023
Presented By:	Louise Flooren, Manager of Legislative & Support Services
Title:	Councillor Expense Claims

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:

- November – All Councillors

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 November 2023 be received for information.

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 12, 2023
Presented By:	Louise Flooren, Manager of Legislative and Support Services
Title:	Members at Large Expense Claims

BACKGROUND / PROPOSAL:

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

A copy of the following Member at Large Expense Claim will be presented at the meeting:

Month	Board/Committee	Name
November	Assessment Review Board	Joe Froese

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

2023 Operating Budget.

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

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

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 Claim for November 2023 be received for information.

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 12, 2023
Presented By:	Jennifer Batt, Director of Finance
Title:	Cheque Registers – November 13, 2023 – December 8, 2023

BACKGROUND / PROPOSAL:

At the request of Council, cheque registers are to be viewed by Council during Committee of the Whole meetings. As there is no Committee of the Whole meeting scheduled until January 2024, administration is recommending that it would be good practice to review during this Council meeting.

All invoices are authorized by Managers, Directors, and/or the CAO in accordance with the Purchasing Policy FIN025. Cheques and EFT's are released on a weekly or bi-weekly basis unless otherwise required for operational needs. Copies of the November 13, 2023 – December 8, 2023 cheque registers and EFT's, and October - November 2023 online payments will be available at the meeting.

OPTIONS & BENEFITS:

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

COSTS & SOURCE OF FUNDING:

2023 Budget.

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

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

POLICY REFERENCES:

Policy FIN025 Purchasing Authority Directive and Tendering Process

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the October - November 2023 Online/Direct Debit payments, and the cheque registers and EFT's from November 13, 2023 – December 8, 2023, be received for information.

Author: J Batt Reviewed by: _____ CAO: _____



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 12, 2023
Presented By:	Byron Peters, Deputy Chief Administrative Officer
Title:	Promoting Local Homebased Businesses

BACKGROUND / PROPOSAL:

Administration has been exploring ways of promoting local homebased businesses that could benefit from more exposure to the public. The region has many creative and talented artists, quilters, and craftsman, as well as many other locally skilled entrepreneurs. Promoting entrepreneurship within the County creates and strengthens economic diversity.

Two display cabinets have been ordered, approximately four (4) feet wide and three (3) feet high to showcase local products. The cabinets are adjustable to allow for slightly larger items. The homemade items will be donated/displayed by the business owners for display & marketing purposes. These items will be returned to the business owner after the allotted time for displaying is concluded. Details will be determined in the future as to the duration of item rotation. Home based businesses that include perishable food items, with a limited shelf life, cannot be included in the display cabinet. There may be other ways to promote these types of amenities.

One cabinet will be in La Crete and the other in Fort Vermilion. Homebased businesses will be showcased in the office that they are located closest to. Business owners will be encouraged to provide business cards, or at least the very least a way to contact the proprietor, if the public wishes to purchase items.

Businesses that would like to display their items will be required to have a current business license. If the homebased business does not have a current license, one must be acquired, through the Planning Department, along with any other required permits and associated costs with them.

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

OPTIONS & BENEFITS:

This is a low cost way of helping local small businesses display and market their goods. Any unused space can be utilized to display county knick knacks.

COSTS & SOURCE OF FUNDING:

Cost of the display cabinets is approximately \$6000, being funded out of the 2023 Operational Budget.

COMMUNICATION / PUBLIC PARTICIPATION:

Create a media post reaching out to local homebased businesses. Advertise which products are on display at which office for the public to view.

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

For information.

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 12, 2023
Presented By:	Byron Peters, Deputy Chief Administrative Officer
Title:	RMA Nomination for Safety Codes Council

BACKGROUND / PROPOSAL:

Rural Municipalities of Alberta (RMA) is seeking member representation on the Safety Codes Council’s (SCC), Private Sewage Sub-Council and Building Sub-Council. Members who would like to be nominated for one of the sub-councils should be experts in the discipline and actively engaged in the safety codes system.

The time commitment for members varies depending upon the codes and standards to be reviewed in a year, the number of appeals, and other activities directed by the Board. An estimate of the average time commitment is 4 - 8 days worth of time per year.

Members hold office for a term up to 3 years. They also continue to hold office after the expiry of their term of office until the person is reappointed or a successor is appointed. Members may be reappointed for up to 9 consecutive years, with their consent

When there is a vacancy, the Council seeks nominations from organizations for individuals who have the competencies and expertise needed to be in the discipline.

OPTIONS & BENEFITS:

The Safety Codes Council is an organization that is arms-length from Municipal Affairs, responsible for implementation of the Safety Codes Act & Regulation in Alberta. The SCC has significant ability to influence building code requirements. Ensuring that a northern rural perspective is included on the sub-councils will help influence common sense code requirements.

Byron has been the appointed Safety Codes Manager for the County for eleven years, and has prior experience in home & commercial construction, in addition to having a Civil Engineering Technology diploma from NAIT and a current membership with Association of Science and Engineering Technology Professionals of Alberta (ASET). Administration

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

feels that Byron is a strong candidate for the SCC sub-councils and that he could win the nomination from RMA.

COSTS & SOURCE OF FUNDING:

These are volunteer positions, members are not paid but the SCC will reimburse its members for all expenses incurred. Per diems are paid for by the nominating municipality.

To minimize travel time, most meetings and work is done electronically through videoconference, a secure online workspace called the Member Portal, and emails. In-person meetings are usually only two days per year in Edmonton, Alberta.

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That Mackenzie County Council nominates Byron Peters as a nominee for RMA's consideration for appointment to the Safety Codes Council, first priority for the Building Sub-Council, second priority for the Sewage Sub-Council.

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 12, 2023
Presented By:	Jennifer Batt, Director of Finance
Title:	Flood Recovery Steering Committee Meeting Minutes

BACKGROUND / PROPOSAL:

The unapproved minutes of the December 1, 2023 Flood Recovery Steering Committee meeting is attached for review.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

COMMUNICATION:

N/A

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

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the unapproved minutes of the December 1, 2023 Flood Recovery Steering Committee meeting be received for information.

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

Flood Recovery Steering Committee Minutes

December 1, 2023

10:07 a.m.

Attendees: Jennifer Batt, Veronique Keays-Dube, Darrell Derksen, Cameron Cardinal, Josh Knelsen (Zoom), Gary Smith and Byron Peters (Zoom)

1. Steering Committee Agenda:

- (i) Minutes of August 2nd, Flood Recovery Steering Committee Minutes
- (ii) Photos of Mitigation Progress – All Phases (Verbal)
- (iii) Mitigation Breakdown
- (iv) Boreal Housing – lot purchases (Verbal)
- (v) Phase 4a construction and maps
- (vi) Public Concern Forms received
- (vii) Outstanding items from land purchases
- (viii) Future use of Phase 4 (Verbal)

2. Closed Meeting 10:08 a.m.

Land

MOVED by Reeve Knelsen

CARRIED

Out of closed meeting 10:20 a.m.

MOVED by Reeve Knelsen

CARRIED

3. Minutes of August 2nd, Flood Recovery Steering Committee Minutes:

MOVED by Councilor Smith

That the August 2nd, 2023 Flood Recovery Steering Committee Minutes be received for information.

CARRIED

4. Photos of Mitigation Progress – All Phases (verbal):

- Discussed road construction of Phase 4a. Review contract with Green Acre to determine penalties. Completion was set for October 10, 2023, but due to

engineering changes to the drawings, contractor states changes caused a delay. Updated drawings were received on August 21, 2023. Looking for an extension to May 31, 2024.

- In order to compensate for delay, the contractors constructed a temporary road, with gravel, on their own dime.
- Atco Phase 4a – No installation timeline, but started design process with the assistance of Bearisto & Associates Engineering. Underground installation.

MOVED by Councilor Smith

That photos of mitigation process on all phases be received for information.

CARRIED

5. Mitigation Breakdown:

- Breakdown of completed and outstanding work.

MOVED by Councilor Smith

That a mitigation breakdown be received for information.

CARRIED

6. Boreal Housing – lot purchases (verbal):

- Review Boreal Housing commitment to lots.
- Confirmation that Boreal Housing included pavement in budget.

MOVED by Councilor Smith

That Boreal Housing lot purchases be received for information.

CARRIED

7. Phase 4a construction and maps:

- Additional conversations to be had with residents.
- Schedule a meeting with resident for lots 1 to 7 in Phase 4a. Need to proceed with financing through the banks and begin construction for residential units in the spring of 2024.

MOVED by Councilor Smith

That a meeting be held on December 11, 2023, with resident to discuss plan and to obtain further information.

CARRIED

8. Public Concern Forms:

- Contractors using private property to access constructions sites. Placed a sign at the road entrance to address concern and communicated with contractors.

MOVED by Councilor Smith

That public concern forms be received for information.

CARRIED

9. Outstanding items from land purchases:

- Conditions in a purchase agreement state that the County is to install Page Wire Fence along property line, behind the community garden space in Phase 2, in 2024. Must include a gate to allow access to ROGERS tower.
- Community Garden shed to be relocated in the spring of 2024, as it currently sits on resident's land.
- Phase 2 resident seeking fence. Not in agreement.
- MARA would like fence installed between property and Phase 3 subdivision. Quads are accessing their property. No agreement or conditions in place. Discussion was had that owner covers own costs.

MOVED by Reeve Knelsen

That outstanding items from land purchases be received for information.

CARRIED

In-Camera at 11:46 a.m.

Land

MOVED by Councilor Smith

CARRIED

Out of camera at 12:03 p.m.

MOVED by Reeve Knelsen

CARRIED

10. Future use of Phase 4 (Verbal):

- Overabundance of land for mitigation.
- Options discussed.
- Re-zoning.
- Future use for development.
- Road construction.

MOVED by Councilor Smith

That a meeting be held with resident to discuss relocation options as discussed.

CARRIED

Adjourned at 12:13 p.m.

Next meeting to be scheduled at the call of the Chair.

Unapproved



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 12, 2023
Presented By:	Darrell Derksen, Chief Administrative Officer
Title:	Information/Correspondence

BACKGROUND / PROPOSAL:

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

- Council Action List
- 2023-12-06 - Public Safety and Emergency Services - 2020 Northern Alberta Flood Disaster Recovery Program Extension
- 2023-11-28 - Alberta Health Services - Temporary Bed Closure to Reopen at St. Theresa General Hospital
- 2023-11-30 - Alberta Health Services - Temporary Bed Closure at Northwest Health Centre Extended
- 2023-12-07 - All Peace Hockey League - Preserving Sportsmanship
- 2023-12 2023 Crop Season at glance
- 2023-10-23 - Mackenzie County Library Board - Meeting Minutes
- 2023-11-21 - Upper Hay Regional Forests Public Advisory Committee (PAC) Meeting Minutes

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

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

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:** D. Derksen

Mackenzie County Action List as of November 28, 2023

Council and Committee of the Whole Meeting Motions Requiring Action

Motion	Action Required	Action By	Status
February 22, 2016 Council Meeting			
16-02-135	That the County covers the additional cost of the survey on Plan 5999CL, Lot E to date and have administration release a copy of the report to the landowner informing them that the initial investigation survey has been completed.	Byron	Refer to Motion 18-06-411 In progress. Meeting with landowners. Impacted by 2020 flood.
May 10, 2016 Regular Council Meeting			
16-05-354	That administration be authorized to proceed as follows in regards to the Zama Crown Land Procurement: <ul style="list-style-type: none"> • cancel PLS 080023; • pursue acquisition of land parcels as identified on the map presented in red; • identify a parcel of land to be subdivided from Title Number 102 145 574 +1 (Short Legal 0923884; 21; 1) and offered for trade or sale to Alberta Environment and Parks due to its unsuitability for a hamlet development , specifically the land use restrictions per Alberta Energy Regulator. 	Caitlin	PLS180027 FNC received adequacy Next steps send additional land sale info in area.
October 9, 2018 Regular Council Meeting			
18-10-763	That administration proceeds with the water diversion license's as discussed.	John	TDL expires May 2024. TOHL has started investigation of future raw supply.
November 25, 2020 Regular Council Meeting			
20-11-748	That Administration proceed in developing an offsite levy bylaw for the benefitting area of the La Crete South Sanitary Trunk Sewer for the purpose in recovering all costs associated with the sanitary sewer trunk improvements.	Byron	Working on draft offsite levy bylaw. Ad Hoc Development Committee
September 14, 2021 Regular Council Meeting			
21-09-623	That second reading be given to Bylaw 1231-21 being the La Crete Offsite Levy Bylaw be tabled until further date.	Byron	TABLED AD Hoc Committee
October 12, 2021 Budget Council Meeting			
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	Caitlin	Land Transfer to take place.

Motion	Action Required	Action By	Status
	with all associated costs being borne by the applicant.		
February 2, 2022 Regular Council Meeting			
22-02-085	That administration move forward with the application process to purchase the following and bring back to Council any future costs related to the purchase such as FNC, survey and assessed value for deliberation and approval. PLS140031 PLS170002 PLS180022 PLS180027 PLS190005 La Crete Ferry Campground Atlas Landing Area Bridge Campsite Machesis Lake Campground Wadlin Lake Campground	Don/Caitlin	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 Signed Offer to purchase PLS140031
March 23, 2022 Committee of the Whole Meeting			
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
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	Committee of the Whole Meeting 2024-01-30
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
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	2024 Budget deliberations
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 -	Byron	In Progress

Motion	Action Required	Action By	Status
	Cost Implications be brought back to a future Council meeting for amendments.		
December 13, 2022 Regular Council Meeting			
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	Public Input to be reviewed by Community Services Committee
January 25, 2023 Regular Council Meeting			
23-01-074	That the Municipal Planning Commission look at obtaining land in lieu of cash on rural subdivisions.	Caitlin	Bring to Council January 2024
February 7, 2023 Regular Council Meeting			
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
April 26, 2023 Regular Council Meeting			
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: - Mackenzie Frontier Tourism Association, - La Crete Polar Cats Snowmobile Club, - Regional Economic Development Agency of Northwest Alberta.	Byron/Jen	Finance – COMPLETE Projects & Infrastructure – Developing RFP
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 Nov 2023 for 2024. Reviewed
June 6, 2023 Regular Council Meeting			
23-06-491	That the Out of Scope Contracts be TABLED to a future Council meeting.	Darrell	COMPLETE
July 12, 2023 Regular Council Meeting			
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.	Byron	Purchase Agreement signed & forwarded to the lawyer

Motion	Action Required	Action By	Status
August 16, 2023 Regular Council Meeting			
23-08-648	That administration research gravel pit options for future crushing.	Byron	In Progress
23-08-650	That administration proceed with the Wadlin Lake Campground Pickleball Court with funds coming from Municipal Reserve and amend the 2023 Capital Budget not to exceed \$55,000.	Don	Project will be completed Spring 2024 Ground Work Completed. Concrete is Complete
23-08-654	That administration enter into an agreement with the Coalition for Far Northwest Alberta Brighter Futures Society to provide the services for the Family and Community Support Services Fort Vermilion Program.	Jen	Letter Sent
September 6, 2023 Regular Council Meeting			
23-09-676	That administration enter in an amended tax agreement schedule with Tallahassee Exploration Inc. as discussed.	Jen	See Motion 23-04-336 Sent to Tallahassee for signature
September 19, 2023 Regular Council Meeting			
23-09-710	That administration proceed with disposal of mitigation items as discussed.	Jen	COMPLETE Nov 27 – Dec 1
October 11, 2023 Regular Council Meeting			
23-10-741	That Mackenzie County collaborate with the Fort Vermilion School Division for the purchase and installation of a disability playground in the hamlet of La Crete.	Don	Waiting Purchase Spring 2024
23-10-749	That Budget Council meetings be scheduled as follows: Tuesday, October 31, 2023 Tuesday, November 21, 2023 Wednesday, November 22, 2023 Wednesday, December 6, 2023 Thursday, December 7, 2023	Jen	COMPLETE
23-10-755	That Council accepts the resignation of Councillor Bateman with regret and that a By-election be held for the Councillor vacancy in Ward 9 as follows: • Nomination Day – November 15, 2023 • Advance Vote – December 8, 2023 • Election Day – December 13, 2023	Louise	Nomination Day Completed Elections Scheduled
October 24, 2023 Organizational Council Meeting			
23-10-805	That the Mackenzie Region Bison Committee be established and brought back to a future Council Meeting.	Don	In Progress

Motion	Action Required	Action By	Status
23-10-820	That Policy ADM050 Council/Administration Protocol – council self-evaluation tool be brought back to a future council meeting.	Darrell	In Progress
October 25, 2023 Regular Council Meeting			
23-10-833	That the Joint Use and Planning Agreement with Fort Vermilion School Division No. 52 be TABLED to a future Council meeting.	Caitlin	In Progress
23-10-836	That administration proceed with drafting a detailed proposal for Council's consideration regarding development levies, fees and incentives as discussed.	Caitlin	COMPLETE
23-10-837	That the Development Setbacks be TABLED to a future Council meeting.	Caitlin	In Progress
23-10-838	That administration make amendments as discussed and proceed with advertising the Municipal Development Plan for Public Hearing.	Caitlin	Advertised for January 2024
23-10-844	That administration proceeds with the planning and design of the Waterline East of La Crete Project from Northpoint Business Park east to Range Road 150 by amending the 2023 One Time Project Budget by \$50,000 for engineering with funding coming from the Water/Sewer Infrastructure Reserve.	Byron/Jen	Finance COMPLETE Projects & Infrastructure – In Progress
23-10-845	That the Waterline East of La Crete Project be considered during the 2024 Capital Budget deliberations which include the funding model for the levies and development charges.	Byron/Jen	2024 Budget Deliberations
23-10-848	That Mackenzie County apply for a grant through Alberta Transportation and Economic Corridors for the Alberta Municipal Water/Wastewater Partnership to upgrade the Supervisory Control and Data Acquisition (SCADA) systems in Fort Vermilion and La Crete and the Fort Vermilion Programmable Logic Controllers (PLC) upgrade.	John	COMPLETE
October 31, 2023 Budget Council Meeting			
23-10-860	That Policy ADM052 Electronic Access and Acceptable Use Policy be brought to the next Council meeting with amendments to the firefighters reimbursements.	Louise	December 6-7, 2023 Budget Council Meeting COMPLETE
23-10-861	That Bylaw 1144-19 Remuneration for Volunteer Fire Fighters be brought to the next Council meeting with amendments as discussed.	Don	December 6-7, 2023 Budget Council 854 Meeting COMPLETE
23-10-868	That Bylaw 1272-22 Honorariums and Related Expense Reimbursement for Councillors and	Darrell	Bringing to Council 2023-12-12

Motion	Action Required	Action By	Status
	Approved Committee Members be TABLED to a future Budget Council meeting for Council and Committee funding review.		
November 14, 2023 Regular Council Meeting			
23-11-878	That the following tax rolls be advertised for development and future consideration of sale at market value: <ul style="list-style-type: none"> • Tax Roll #082769 • Tax Roll #082770 • Tax Roll #082773 • Tax Roll #082443 • Tax Roll #230088 	Jen	Market Value obtained Communications drafting
23-11-880	That administration enter into negotiations with the RCMP for the lease of administrative and operational space located at the La Crete Sub-Office building.	Don	In Progress
23-11-881	That administration proceed with a Northern and Regional Economic Development (NRED) grant application for Tourism Infrastructure, with a focus on both streetscape and campground improvements.	Byron	In Progress
23-11-882	That administration proceed with a Small Community Opportunity Program (SCOP) grant application focusing on growing our agriculture capacity, with a focus on irrigation planning and policy development.	Byron	In Progress
23-11-883	That administration research options for the In-House Weekly Newsletter and bring back to a future Council meeting.	Darrell	Bringing to the Regular Council Meeting on 2024-01-09
23-11-889	That the Agricultural Service Board reviews the moratorium on road allowances and bring back recommendations to a future Council meeting.	Caitlin/Landon	ASB to provide recommendation
23-11-892	That the amendment to the Community Services Terms of Reference be approved as amended.	Don/Louise	COMPLETE
23-11-895	That administration research the options for hamlet signage.	Caitlin	In Progress
23-11-896	That the Municipal Reserve designation be removed from Plan 052 0560, Block 05, Lot 04MR, Hamlet of La Crete and that it be advertised for Public Hearing.	Caitlin	Advertise for January 2024
November 21-22, 2023 Budget Council Meeting			
23-11-911	That the Draft 2024 Operating Budget be amended to include Tracking Sheet change #1 as presented.	Jen	COMPLETE

Motion	Action Required	Action By	Status
23-11-912	That administration continues to develop the 2024 Operating Budget, and present at the next Budget Council meeting as discussed.	Jen	COMPLETE
23-11-913	That the 2024 Non-Profit Organization grant applications be recommended as discussed, and be brought to the December 6-7, 2023 Budget Council meeting for further review.	Jen	COMPLETE
23-11-914	That Policy RESV028 Housing Facilities Reserve - Zama be approved as amended.	Jen/Louise	COMPLETE
23-11-915	That Policy RESV029 Rental Facilities Reserve – Fort Vermilion be approved as amended.	Jen/Louise	COMPLETE
23-11-916	That Policy RESV030 Fort Vermilion Library Reserve be approved as amended.	Jen/Louise	COMPLETE
23-11-917	That Policy RESV031 La Crete Library Reserve be approved as amended.	Jen/Louise	COMPLETE
23-11-918	That the RESV022 La Crete Recreation Reserve Policy be amended as discussed.	Jen/Louise	COMPLETE
23-11-919	That the RESV023 Fort Vermilion Recreation Reserve Policy be amended as discussed.	Jen/Louise	COMPLETE
23-11-920	That the RESV024 Zama Recreation Reserve Policy be amended as discussed.	Jen/Louise	COMPLETE
23-11-921	That Policy RESV027 Tompkins Improvement Area Reserve be approved as amended.	Jen/Louise	COMPLETE
23-11-922	<p>That the 2023 One Time projects requiring additional funding to complete projects in 2024 have their budgets amended as follows:</p> <ul style="list-style-type: none"> •FV Fishing Opportunities (MARA, Tompkins Twin Ponds) (2023) –\$20,000 •Municipal Development Plan (2020) – \$50,000 •Water Diversion License Review (2018) – \$10,000 <p>with funding coming from the 2024 taxation levy, and that administration incorporates into the Draft 2024 Operating budget.</p>	Jen	COMPLETE
23-11-923	That administration incorporates the requested 2023 One Time Carry Forward projects in the Draft 2024 Operating budget.	Jen	Year end transaction

Motion	Action Required	Action By	Status
23-11-924	That administration incorporates the requested 2023 Capital Carry Forward projects in the Draft 2024 budget as amended.	Jen	Year end transaction
23-11-926	That the Waste Collection information be brought to a future Committee of the Whole Meeting for further discussion.	Don	
23-11-927	That the 5 year Capital Plan (2024-2028) and Future Years Plan be amended as discussed.	Jen	Dec 6-7 Budget Council Meeting COMPLETE
23-11-928	That administration bring forward funding options for the recommended 2024 Capital projects to the December 6-7, 2023 Budget Council Meeting as discussed.	Jen	Dec 6-7 Budget Council Meeting COMPLETE
23-11-931	That Councils 2024 Operating Budget be amended as per Tracking Sheet of Changes Item # 2.	Jen	COMPLETE
November 28, 2023 Regular Council Meeting			
23-11-937	That Rural Municipalities of Alberta (RMA) Minister Meeting follow up letters be sent.	Darrell/Louise	COMPLETE
23-11-942	That the 2023 Capital Budget be amended by combining the "Land Purchase – South of High Level" and "PLS 140031 – South of High Level Lands" projects budgets and funding sources into a single project, renaming it "Land Purchase – South of High Level Lands PLS140031".	Jen	COMPLETE
23-11-943	That the 2023 Capital Budget be amended by renaming the "New Hamlet Park (Janelle's Park LC)" to "New Hamlet Park – 112 st LC" with a budget of \$8,685, and the remaining \$50,000 in funding be reallocated to the Janelle Park Development project.	Jen	COMPLETE
23-11-946	That the Councillor Expense Claims for October 2023 be received for information and approved as amended.	Louise	COMPLETE
23-11-947	That administration proceed with drafting a bylaw for Council's consideration regarding development levies, fees and incentives as discussed and bring back to a future council meeting.	Byron/Caitlin	In Progress
23-11-948	That the following Councillors be authorized to attend the Community Planning Association of Alberta (CPAA) – 2024 Annual Conference from April 29 – May 1, 2024 in Red Deer, Alberta: 1. Councillor Braun 2. Councillor Cardinal 3. Councillor Driedger 4. Councillor Wardley	Louise	COMPLETE

Motion	Action Required	Action By	Status
23-11-949	That the following Councillors be authorized to attend the Economic Developers Alberta - EDA Xperience 2024 Leaders' Summit & Conference from April 10-12, 2024 in Kananaskis, Alberta 1. Councillor Braun 2. Councillor Cardinal 3. Councillor Wardley	Louise	COMPLETE
23-11-950	That the 2024 operating budget for Growing the North Conference be changed to the Provincial Agricultural Service Board (ASB) Conference in Lethbridge, Alberta on January 22-24, 2024 and all Council be authorized to attend.	Jen/Louise	COMPLETE
23-11-951	That a letter be written to All Peace Hockey League regarding the sportsmanship policy of not shaking hands at activities based within Mackenzie County facilities.	Darrell/Louise	COMPLETE
23-11-953	That Mackenzie County proceed with the Northwest Species at Risk (NWSAR) transfer from the Town of High Level.	Darrell/Jen	Further communication required with the Town of High Level

December 6, 2023

Darrell Derksen
Chief Administrative Officer
Mackenzie County
P.O Box 640,
4511 – 46 Ave
Fort Vermillion, Alberta, T0H 1N0

RE: Mackenzie County Extension – 2020 Northern Alberta Flood Disaster Recovery Program

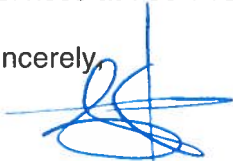
Dear Mr. Derksen,

Thank you for your letter of October 31, 2023 requesting an extension for the Mackenzie County submission deadline for the 2020 Northern Alberta Flood Disaster Recovery Program, currently ending on December 18, 2023.

I am pleased to advise that your extension request has been approved until December 18, 2024 under the authority of Section 3.2.3 of the 2020 Disaster Assistance Guidelines.

If you have any questions, please contact Brenda Fioretti, Director, Community Recovery Services at 780-718-5101 or by email at brenda.fioretti@gov.ab.ca.

Sincerely,



Stephen Lacroix
Managing Director

Date: November 28, 2022

To: Community Stakeholders

From: Section 17 (1)

RE: Temporary bed closures to reopen at St. Theresa General Hospital

We are pleased to announce that the 10 of 22 acute care beds temporarily closed at St. Theresa General Hospital in Fort Vermilion have reopened effective today, Nov. 28, 2023.

In addition to some new hires, we have secured RN locums and agency staff to fill vacancies on a temporary basis.

We continue to actively recruit for permanent staff and are pleased to share that our first Internationally Educated Nurse (IEN) for Fort Vermilion will arrive in the area on Dec. 10 to begin their orientation and training. We look forward to welcoming them to our team and the community.

We would also like to extend the invitation for you to visit the hospital this Thursday, Nov. 30, between 11 a.m. and 2 p.m. to tour our newly renovated Palliative Care Suite. Many thanks to AHS and the Northwest Health Foundation for providing funding for the upgrades to this suite to support our patients and their families.

We will continue to update you about recruitment efforts and thank the community for their support and understanding while we worked through this temporary closure, which allowed us to ensure we provided safe and high-quality health care to our patients and a quality work environment for staff.

Date: November 30, 2023
To: Community Stakeholders
From: Section 17 (1)
RE: Temporary Bed Closure at Northwest Health Centre extended

The Northwest Health Centre in High Level continues to experience a temporary nursing staff shortage and Alberta Health Services has made the decision to extend the temporary closure of 6 of the 21 acute care inpatient beds to Feb. 29, 2024.

All existing services, including the emergency department and obstetrical services, will remain open. This will allow us to reduce staffing needs and focus on providing quality care to our patients.

Beds may re-open earlier if staffing levels permit.

This is a temporary measure to ensure safe and high-quality care for patients, and a quality work environment for staff. AHS continues to look for solutions to address staffing needs.

Temporarily reducing the number of inpatient beds at a health care facility when staffing levels are low is common practice and ensures that we can continue to provide safe, quality care, for those requiring health services.

AHS is always working to address staffing needs and ensure appropriate access to health services. Recruitment efforts continue as AHS works to ensure access to local health care services.

AHS continues to recruit to vacant positions and ensure an effective orientation process. This temporary measure will assist the team to successfully orientate any new staff members to their positions.

We will continue to update the community about recruitment efforts and thank the community for their understanding during this time.



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

via email: president@allpeacehockey.com

All Peace Minor Hockey League

December 7, 2023

To Peter Bulettoff;

RE: PRESERVING SPORTSMANSHIP

Mackenzie County strongly supports recreation in our municipality including hockey, demonstrated by the presence of the 6 outdoor ice rinks and 3 indoor rinks that are a part of our robust recreation programs.

With passionate hockey parents and coaches within our council, our staff and the greater community as a whole, Mackenzie County was dismayed to hear from one of the local coaches during a council committee report that the league had chosen to forbid the traditional post game hand shake. Teams now face fines should they choose to uphold this long-standing display of sportsmanship passed down through generations.

While this alteration might appear inconsequential to some, Mackenzie County recognizes the immense value in instilling sportsmanship and respect, virtues often imparted through the post-game handshake.

We observe a concerning decline in mental health across our population, particularly among youth. While the removal of the post-game handshake cannot be solely attributed to this decline, it represents a significant omission from a child's routine—one that we strongly believe was a grave mistake.

The decision to prohibit young hockey players from expressing respect and sportsmanship through a simple handshake undermines the invaluable lessons it imparts, and we fear its potential impact on our youths' well-being.

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

All Peace Minor Hockey League
Page 2
December 7, 2023

Sincerely,

A handwritten signature in blue ink, appearing to read "Josh Knelsen".

Josh Knelsen
Reeve
Mackenzie County

- c. Rural Municipalities of Alberta
Mackenzie County Council
All Peace Representative
President La Crete Minor Hockey Association
La Crete Recreation Society

»» NEWSLETTER ««

2023 CROP SEASON AT A GLANCE



Mackenzie Applied Research Association



MARA: OF THE COMMUNITY, FOR THE COMMUNITY, BY THE COMMUNITY

MARA'S 2023 HARVEST

»» **READ MORE INSIDE**

See how staff and community worked together to complete MARAs plot and field scale harvest

READ MORE INSIDE ««

Meet our 2023 summer staff and newest MARA long term Field Technician! See inside for more details on the exciting growth at MARA

**VIBRANT AND THRIVING:
NEW TEAM MEMBER ALERT!**

2023 CROP SEASON AT A GLANCE

Mackenzie Applied Research Association



MARA 2023 EXTENSION EVENTS AND COMMUNITY ENGAGEMENT



Connecting and learning through....

- On-Farm Field Tours
- MARA Plot Tours
- Ag Fair
- Organic Conference
- Irrigation Event
- Ag in Classrooms

And more!

Progressing and adapting through.....

- Annual Forage Trial - mixing spring and winter cereals
- Einkorn Wheat
- Sorghum Sudan Grass
- Soft White Wheat
- Canary Seed

See more info inside.....



MARA'S LATEST RESEARCH PROJECTS

HARVESTING THE MARA SMALL PLOTS AND THE BIG FIELDS

MARA is happy to finish off yet another crop season. Despite the challenges posed by erratic weather, especially some late season rainfall, MARA staff worked hard to get most of the small plot trials off the fields by September 22, 2023. While peas and lentils were the earliest crops to be harvested in August, Flax and Faba Beans were delayed due to late germination and harvested on October 10.

MARA's organic research site performed relatively well as compared to the conventional site. The probable reason behind it was that the organic site was cultivated before seeding to control the weeds while to conserve moisture, the conventional site was seeded directly in harrowed soil after pre-burn. Cultivation of the organic site did affect the soil moisture but all the organic trials were planted a day after the cultivation and it took around 8-10 days for the seeds to germinate. Although zero tillage can prevent soil moisture loss especially in a dry year, it also sometimes impedes the germination and crop growth on small plots, signifying the importance of making decisions based on the overall soil condition, available moisture and time of planting.



Coming together is the beginning. Keeping together is Progress. Working together is success - Henry Ford

As MARA is an institution of the community, for the community and by the community, The MARA team would like to thank all the community members who supported and helped in harvesting the big fields of wheat on September 15, 2023. Local producers brought six combines (two from one farm and 4 others from individual local producers) to harvest around 260 acres of wheat in one day. The average yield of wheat ranged from 41-45 bu/acre with an average moisture content of 16% and the total crop netted around \$100,000 for MARA's budget. The big fields will see lovely yellow canola blooms next season as a rotation crop.

VIBRANT AND THRIVING: FIELD STAFF OF 2023



TIEN HSIN CHIU



AMANDA WIEBE



FRANK FEHR



TACARA KRAHN



AUDREY THERESE



DANIEL WALL

MARA was fortunate to have four hardworking and dedicated summer staff from diverse backgrounds bringing their skills and abilities together to help advance and strengthen small plot research and assisting in other day to day activities including field tours and extension events. Audrey Therese joined us from Newfoundland after finishing her Master’s degree in Agronomy and Tien Hsin Chiu joined us from Lethbridge and is currently an Environmental Science student. Two local members joined us from La Crete. Tacara Krahn, a second year Psychology student at University of Alberta, brought her past experience of working with MARA back this year and Amanda Wiebe, with a farming background contributed to the crop research work with her skills and abilities. Together with our Senior Research Technician, Frank Fehr, our extension coordinator, Nicole Driedger, and Research Manager, Sampath Walgama, this team helped us sail through the challenging crop season smoothly with all the work finished in a timely manner. In September, Tien and Tacara went back to join their schools and Audrey started on a different journey in her career, while Amanda stayed with us till mid-October to help wrap up the post harvest seed and sample processing.

Frank Fehr is planning to leave MARA this year after almost 8 years of hard work, dedication and loyalty and will be succeeded by Daniel Wall as a Farm Technician who joined MARA full time in November. Although Daniel was raised on a small farm - feeding hogs, driving tractors, chasing cattle and fixing fences, he never thought he would be a farmer. He saw the direction farming was going, with technology requiring large investment and huge farms choking out small ones, and he wasn't interested. However, after working at various jobs and spending some time in post-secondary education, he picked up a book called "You Can Farm," which outlined the need for small farmers from a food security, ecological, and health perspective. That book led to studies in regenerative agriculture, permaculture, horticulture, and to the creation of a direct selling farm food business, starting with a market garden. He is currently a board Member with Organic Alberta and is participating in the Living Labs project. He has joined MARA with the aim of improving his own knowledge of healthy and productive farming practices with the goal of improving the multigenerational sustainability of his own farming operation and the wider farming community.

AG FAIR AND PLOT/FIELD TOURS...



In April, we hosted a Livestock event with Dr Bart Lardner giving information and resources on forage and pasture management, supplementation strategies and water quality for cattle. MARA also co-hosted the Organic Conference in La Crete with Organic Alberta where MARA and Organic Alberta staff discussed current challenges and feedback from producers with local producers keeping the discussion engaged through a producer panel.



In August, our first field tour was in collaboration with BASF where we toured a producer's field to see how different cultivars of canola with BASF performed during a dry year. BASF and MARA worked together to collect data on this field throughout the summer to provide the necessary information for farmers when choosing canola cultivars to use in the next year.

A highlight of the year, the local Agricultural Fair and Trade Show was held August 11 and 12th this year on MARA grounds. An event showcasing information related to agriculture and other events catering to all age groups kickstarted with plot tour from MARA. While Nicole Driedger organized and successfully pulled off this event, Naveen and Sampath shared information on the various current research undertakings with the producers.

Decisive Farming by TELUS Agriculture shared information on precision farming and soil mapping. Representatives from HumaTerra and Alliance seeds discussed their products and crop varieties respectively. Around 40 producers attended the plot tour. As the Ag Fair weekend continued, MARA set up a booth in the tradeshow to showcase the association and project plans for next year

MARA started off the 2023 extension season with a farm technology event in March sharing updates on information related to diverse topics like land investment, carbon testing and credits, spot spray technology and drones in agriculture, cattle nutrition and monitoring of cattle health. March was concluded with our Annual General Meeting in Fort Vermilion where Mike Jubinville gave an update of the market and expectations in the future, and MARA staff updated the producers about research projects for the crop season.



We hosted two field tours in July, the first was an Organic Plot tour, at MARA, with a walk to our plots with discussions on the projects from MARA's research team, and Organic Alberta speaking on their participatory breeding trial. The producers also got an update on our Peace Region Living Lab project as well as a look at our Einkorn plots and a local producer speaking on his experience growing it on a field scale. Karthi Narayanan from Cropland Solutions discussed soil moisture and its management in a dry year. The next July field tour was in collaboration with Mackenzie County, AWES, Cows and Fish, Mighty Peace Watershed and ClearFab Manufacturing. Information was shared on riparian health, maintaining water quality in dugouts, minimizing erosion and living with beavers. S-Cap funding information was provided as well as a solar water buggy demo from ClearFab Manufacturing. After lunch, the group hopped on the bus to check out a new equipment crossing at a producer site which was built in collaboration with the County.



IRRIGATION DISCUSSION EVENT...



The producers in the Peace region have shown interest in implementing irrigation on a larger scale for a while now and with the extended drought like conditions in past couple of years, this interest has grown further. This was reflected in one of irrigation events hosted by Mackenzie County this spring where a lot of producers showed up and discussed setting up a new irrigation district up north in the Peace region. From the feedback MARA is getting from producers, suggestions were made to invite speakers on topics related to irrigation practices, cost, and rules and regulations related to application processes. Building on this, MARA hosted an irrigation event in collaboration with Mackenzie County on October 26, in La Crete. With the help of local producers and county officials like Landon Driedger, our extension coordinator, Nicole Driedger was able to organize talks from four subject matter specialists on Irrigation Districts (Jennifer Nitschelm, Director, Irrigation Secretariat of Alberta Agriculture and Forestry), Water Allocation and regulations (Gabriella Peter and Shannon Cholach, Environment and Protected areas in the Boreal District) and various farm irrigation practices along with pricing of different irrigation equipment (Leonard Hingley, Agriculture Irrigation Specialist).

To bring more of local perspectives in such events, MARA brought in local experts, Peter Fehr, Taylor Neudorf and Raymond Friesen who gave insights into their irrigation operations and a gist of what they have learned over the years. These local producers have successfully implemented irrigation in their farmlands, and they are familiar with the application processes and other rules and regulations related to irrigation. They presented images and information about the challenges they faced and their success stories which supplemented the information provided by the experts and the floor was opened for discussion. Lunch provided at the event was catered by Tianna's catering and during the lunch break, Nicole Driedger presented information on various funding opportunities available for the producers under irrigation and water stream of S-CAP program. Around 75 attendees participated in the event, and we received fantastic feedback.



AGRICULTURE IN THE CLASSROOM....

Bringing school children to the real classroom of agriculture: “the field”

Since its inception, MARA has played a significant role in improving the perception of the community towards agriculture at the regional level. However, we plan to expand this further to engage the youth with educational agricultural programs to grow their interest in agriculture. Keeping this in mind, MARA has planned to include the Agriculture in Classroom Program in its strategic business plan starting this year. It is based on the Canada wide agriculture literacy program hosted by a charitable organization Agriculture in the Classroom Canada (AIRC-C) and constitute members from all the 9 provinces of the country. The idea behind this program is to foster and inculcate the interest of the younger generation in agriculture by involving diverse groups of stakeholders including schools, research institutions, and local and provincial bodies to share and transfer the knowledge related to the agriculture and food production.

MARA plans to execute this program in a hybrid mode which will include:

- a) MARA staff will visit the school during spring starting next year (preferably the month of March which is celebrated as agriculture literacy month).
- b) Although agriculture can be taught in classes, the real classroom to learn agriculture is the field where students can see things in action. Thus, the second module will bring the students to the research site to show them how agriculture research is conducted in real time.

Most of the school kids in the region belong to agricultural backgrounds where they often see their family members working in the fields. Institutions like MARA can provide an entirely different setup to observe diverse group of crops and agricultural practices at one location. This would help foster the curiosity in kids to learn about the science that goes into farming like varieties of crops and their benefits.

MARA is planning on working with Fort Vermilion School Division to host this program and this year, MARA collaborated with Hill Crest Community School to organize a field trip for kids in junior high. Fifty students from grades 7-9 were present on the tour. The students were split into two groups and one group, led by Mr. Eldon Neudorf, headed off to the Agronomy center where Dr Sampath Walgama introduced the students to MARA staff and then presented brief agricultural basics and the research work being done at MARA. In the meantime, the second group led by Mr Mathew Wiebe and Ms. Kaitlin Malterer visited the corn maze. Afterwards the groups switched. During the presentation the students were especially interested in the difference between organic and conventional farming. A couple of students who had seen organic agricultural operations at their parent’s farm, helped explain it for the rest of the students.

Once the presentations were done, snacks were provided and the students were taken for a field tour where Dr. Naveen Arora showed the demonstration plots, a forage trial and Faba bean trial. Apart from the corn maze and the snacks, the specialty crops like Einkorn and Canary seed piqued the interest of the kids as these crops were grown for the first time at MARA. Upon asking if they knew German, a good number of kids raised their hand and all those kids found it easy to understand how the ancient wheat variety was named Einkorn because Ein translates to one and it was one of the first cultivated wheat by humans. Additionally, a lot of kids had never seen Faba beans and they seemed to be very excited to see the crop in MARA fields.

Overall, this event was a success and MARA will seek to collaborate with Hill Crest Community School and other schools in FVSD in future to host similar events.

OUR LATEST PROJECTS

With the intensifying effect of drought and erratic weather this year, the recovery of overwintering plant stands of perennial legumes like alfalfa showed a poor response resulting in poor yields of forage. Due to shortage in feed supply and higher cost of the winter feed, livestock producers have to make difficult decisions on how to manage the feed, grazing resources and thus their livestock over the winter months. Managing through a drought season poses many challenges to the producers and to mitigate these challenges, various drought management strategies should be used as a part of the grazing plan. Taking stock of the feed options and diversifying the forage choices can help in extending the forage supplies through winter even in challenging years. It also can help in determining if it is required to buy more feed or reduce the cattle number on their farm. Depending on the season, the winter can extend up to six or seven months and using diverse crops like combination of annuals and perennials can help meet the cattle feed requirements.



ANNUAL CEREALS MONOCULTURES



ANNUAL CEREALS SPRING/WINTER MIXES



COVER CROP COCKTAIL MIXES

In the past few years, applied research associations in Alberta have conducted various studies on the adaptability and production potential of annual crops in monoculture or mixes in livestock production systems. In addition to these cereals, there are various options of using alternatives and mixture stands which can be used to benefit the livestock industry in providing valuable forage resources and replenishing lower feed inventory due to the extended drought like conditions in the Peace region for last three years.

However, weed control poses significant challenge in growing alternatives and mixtures as there are no registered herbicides for mixtures and moreover there are chances of residues in the feed with use of any chemicals to control weeds. Mackenzie Applied Research Association tested four diverse groups of annual forages in small plot trials this year which performed relatively well despite the extreme dry season.

Monoculture spring cereals, Spring and winter cereal mixtures (cereal mixtures) consisting of barley, oats, triticale, soft white wheat mixed with fall rye, winter wheat and winter triticale. Pulse-spring cereals mixture which had to be terminated because of excessive weed growth and the last group consisted of Cover crop cocktails (CCC mixtures) having two utilities as swath grazing and as annual crop pasture.

The cereal mixture showed better yield and quality results in terms of crude protein, total digestible nutrients, acid detergent fiber and neutral detergent fiber as compared to monoculture cereals. Although we were not able to harvest the block with CCCs mixes, it showed phenomenal growth over the season and produced maximum above ground biomass which could serve additional forage for cattle and livestock during fall. Brassica species like Kale and turnips germinated earlier than all other seeds and attained quite bigger leaves over the length of the season, especially after rainfall in July. The weather this year was very erratic with a dry spring and a wet summer. Data from this trial signifies the importance of diversifying the cropping options, especially in an integrated farming system.

OUR LATEST PROJECTS

Another unique thing this year is the demonstration plots for some novel crops which are not commonly grown in the region. MARA was able to source small quantity of seeds of some diverse specialty crops and seed demonstration plots for Soft White Wheat, Einkorn Wheat, Canary Seed, Sorghum-Sudan grass, Sunnhemp and Fodder Galega (Goat's rue). Among these crops soft white wheat, canary seed, and sorghum sudan grass performed quite well despite a very dry crop season. These crops have a good potential for diversifying the cropping system in our region and it can also help initiating development of processing industry for specialty products like the flour of soft white wheat contains lower protein content but better quality for baking products (than normal hard white or red wheat).

Einkorn Wheat

An ancient wheat variety with higher protein and nutrient content (riboflavin, lutein etc.) and the gluten (ancient gluten) composition is different than normal wheat and it causes less allergic reactions to the gluten sensitive people. Moreover, it is hulled wheat and due to its hull cover, it is tolerant to insect pest attack and thus suitable for organic agriculture.

Sorghum Sudan Grass

It is a warm season drought tolerant crop and has a great forage potential in our region. Producers can get multiple cuts of forage which has excellent feed quality from this, and it can be used for direct grazing, haying and silage making as well.

Canary Seed

Traditionally used for bird feed (wild and caged) for a long time due to its attractive seed coat color, but it has recently been approved for human consumption due to its high protein and other nutritional qualities it can serve as a valuable addition to the specialty crops in the region.

Sunnhemp

A warm season annual crop and the idea behind this was to test it out as an economic/cheap green manuring crop to replace the expensive pea crop for improving/building the soil health. However, it doesn't tolerate cold temperatures below 10 degrees Celsius and hence the colder nights in June and July stunted its growth and it did not perform well in our demonstration plots.

Fodder Galega

An excellent forage perennial crop which can produce biomass at par with alfalfa and higher biomass than clover, hairy vetch and sainfoin. It has the capacity to tolerate slightly acidic soils and it can grow in alkaline soils as well and is recommended to grow in the areas where agricultural production is difficult as it helps in rejuvenating the soils.



EINKORN



SORGHUM SUDAN GRASS



CANARY SEED



WE WISH YOU
Merry Christmas
& HAPPY NEW YEAR



**Mackenzie County Library Board (MCLB)
October 23, 2023 Board Meeting Minutes
Fort Vermilion Library**

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

Guests: Carson Flett, Martha Driedger, Tammy Schellenberg, Frieda Boehlig.

1.0 Tamie McLean called the meeting to order at 6:36 pm.

2.0 Approval of the Agenda:

MOTION #2023-07-01 Cameron Cardinal moved the approval of the agenda as revised. **CARRIED**

3.0 Approval of the Minutes:

MOTION #2023-07-02 Wally Schroeder moved the approval of the September 12/23 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 October 23/23:

- Balance Forward	\$ 113,113.02
- Total Revenues	\$ 322,110.70
- Total Expenses	\$ 294,658.09
- Bank Balance	\$ 140,565.63

MOTION #2023-07-03 Tamie McLean moved the acceptance of the financial report. **CARRIED**

5.2 Fort Vermilion Library (FVL) Financial Report as of October 23/23:

- Total Revenues	\$75,489.95
- Total Expenses	\$35,977.63
- Net Income	\$39,512.32
- Bank Balance	\$103,171.46

MOTION #2023-07-04 Cameron Cardinal moved the acceptance of the financial report. **CARRIED**

6.0 Library Reports:

6.1 La Crete:

- Financials to Oct 9/23: Income \$162K, Expenses \$133K, Bank Balance \$29K, The fundraiser account has \$7,209.
- Circulation for August 10,738, September 10,001.
- The furnace required some work to get it going.
- The 32 missing DVDs have been replaced.
- Expired patrons, who for years haven't used the library, are being removed from the data base.
- 500 cookbooks are being sold as a fund raiser.

6.2 Fort Vermilion:

- More patrons have completed the reading challenge.
- New patrons: July 4, August 3, September 9.
- Circulation for July 347, August 544, September 415.
- Every Thursday the kindergarten class comes in to play with toys, look at books and have a story read to them.
- Home schoolers are using the library.
- Two boxes of used books were donated to evacuees at the sports complex.
- The collection is being weeded.

6.3 Zama:

- They lost power on 2 occasions for over a week. The library land line was their only source of communication.

6.4 Mackenzie County Library Consortium (MCLC):

- No report.

...2

6.5 High Level:

- No report.

MOTION #2023-07-05 Lisa Wardley moved the acceptance of the library reports for information. **CARRIED**

7.0 Old Business:

7.1 La Crete Library Budget Presentation:

- A delegation from the La Crete library society consisting of Martha Driedger, Tammy Schellenberg and Frieda Boehlig made a presentation to the MCLB.
- They outlined the financial challenges they will face in 2024 if their funding is not increased.
- Ways of increasing their funding were discussed.

7.2 MCLB Updated Policies:

MOTION #2023-07-06 Tamie McLean moved that the MCLB adopt the updated policies as amended. **CARRIED**

8.0 New Business:

8.1 Fort Vermilion Library Employee Salaries:

MOTION #2023-07-07 Lisa Wardley moved that the Fort Vermilion library employee wages be increased as discussed. **CARRIED**

9.0 In Camera:

MOTION #2023-07-08 Tamie McLean moved to go in camera at 9:04 pm. **CARRIED**

MOTION #2023-07-09 Lorraine Peters moved to come out of in camera at 9:12 pm. **CARRIED**

The hiring of an assistant librarian for the Fort Vermilion library was discussed in camera.

MOTION #2023-07-10 Steven Simpson moved that the MCLB hire Hailey Seeseequon as assistant librarian in the Fort Vermilion Library starting October 30/23. **CARRIED**

10.0 Correspondence:

-None.

11.0 Next Meeting Date and Location: Fort Vermilion Library, December 6, 2023 at 6:00 p.m.

12.0 Adjournment:

MOTION # 2023-07-11 Wally Schroeder moved to adjourn the meeting at 9:15 p.m. **CARRIED**

These minutes were adopted this 6th day of December 2023.

Chair: Kayla Wardley



Public Advisory Committee Meeting Minutes

Tuesday, November 21, 2023
5:00 pm Town of High Level Office, Council Chambers
5:30 pm, Microsoft Teams virtual meeting

PRESENT:

Adam Blyth (Tolko Industries)	Luc Detwiller (West Fraser)
Benny Peters (Exact Harvesting)	Lisa Wardley (Mackenzie County)
Boyd Langford (Town of High Level)	Melanie Plantinga (Public Advisory Committee Coordinator)
Cameron Cardinal (Mackenzie County)	Mitch Baker (Silvacom)
Curtis Cole (Tolko Industries)	Nic Genier (Netaskinan)
Dave Peters (Exact Harvesting)	Stephanie Grocholski (Forestry and Parks)
Erik Peterson (Silvacom)	Trevor Lafreniere (Tolko)
Jon Goertzen (Crestview / Evergreen)	Wade Cable (Tolko)
Kelley Whiffen (Member of Public)	
Kieth Robinson (Member of Public)	

VIRTUAL ATTENDEES:

Aaron Doepel (La Crete Sawmills)
Hayley Gavin (Town of High Level)
John Thurston (Northern Lights Forest
Education Society/Hungry Bend Sandhills
Wilderness Society)
Scott Miller (West Fraser)
Steven Peters (Evergreen)

1. WELCOME

- a. Traditional Territory acknowledgement.
- b. Introductions

2. CONCERNS AND RESPONSE TABLE REVIEW

Table will be available using the documents link at:

<https://highlevelwoodlands.com/public-engagement/>

3. PRESENTATION

Presentations will be available using the documents link at:

<https://highlevelwoodlands.com/public-engagement/>

a) Tolko Mill Upgrades – Adam Blyth

Tolko is investing in the mill on an ongoing basis. One area of investment has been in asset production and safety. One upgrade being undertaken is improved sawdust extraction to make a safer work environment for all employees. Asset protection investment has been about \$48 million dollars. This investment will not lead to more production, but Tolko is investing in the long-term viability and safety of the facility.

An innovation Tolko has been attempting to implement is mechanised lumber wrapping. Question – how many jobs have been replaced because of this innovation? Not sure what it's going to look like. This project is not completed, the efforts have not been successful so far. The mill is always looking to hire people.

If someone wanted to go on a tour of the mill would that be possible? Yes, they should call the office. Between 9am and 3pm on weekdays would be best.

b) West Fraser – Postponed due to illness.

c) Evergreen Lumber – Steven Peters

They have recently made some upgrades the mill. They are a family run operation which was opened in 1987. A fire 1997 destroyed the mill and they reopened in their current location. They produce approximately 15 million board feet per year and employ 40-50 people year-round.

They are phasing out the manual sorter that is currently used. They have built a new building for a 60-bin automatic sorter and stacker, a new trimmer and computer optimization. Right now, there is an operator looking at each piece and deciding what

length he can get out of it. A scanner is going to help make those decisions and make it more efficient. The planner runs seasonally. The lumber is air dried, there is no kiln. Lumber is dry piled in the yard, for a month or two before being planed and sold. About 60% of output is sold green and rough.

If you are ever in the area feel free to swing by and take a look. Call office line.

Question – what happens to waste from the mill? Evergreen had a beehive burner at one time. In the early to mid 2000’s they put in a chipper and sent the chips to Peace River Pulp. Today sawdust, shavings and chips go next door to La Crete Sawmills to be made into pellets. Bark from Evergreen is going to be used by LCSM in a bark burner to dry pellets.

d) Utilization – Nic Genier

This presentation is somewhat in response to comments from the public about log trucks loaded with small pieces. I-32 Small piece size – from the Concerns and Response Table.

When trees are harvested, they are cut to useable lengths by processors. The pieces are sorted (before being loaded on trucks) into 2 sizes. They are called “small sort” and “large sort”. Small sort is partially from the top parts of larger trees. See diagram in slides showing taper.

Comment – wouldn’t this be good information to share on social media? To tell the public that pieces are sorted in the bush. Loads with all small pieces are not immature stand, loads with large or oversized pieces are probably not from blocks with uniformly large (or old growth) stands. Suggestions of social media content: Share video from within the mill for people who don’t have an opportunity to go on a tour. Share information about jobs within the forest industry. Not just in mills but in the forest, in offices. Action item – the companies will look at education via social media.

Log utilization - the companies must take all merchantable stems (trees). The minimum merchantable piece of conifer is 10 feet long with a butt size (diameter) of 15cm (6”) and top size of 11 cm (4”), or 15-11@10’. West Fraser standard is 15-10@16’, 15cm butt, 10cm top and 16’ long. This is to prevent usable pieces being left as waste in cut blocks or processing yards.

Log quality - Sometimes trees have defects that prevent them from being made into lumber or OSB. Sweep or crook (bends) and rot. Processor operators in the bush look for those defects and try to “buck” the pieces in a way that removes defects but leaves a piece long enough to be used. After a tree has been bucked or processed it is not always easy to see what defect made the operator decide which cuts to make.

Processor operators process approximately 1000-1500 pieces in a 12 hour shift so decisions must be made quickly.

Tree stumps must be less than 25cm tall.

Who checks to see that the companies are meeting the standards? The Government of Alberta has a Forest Operations Monitoring Program (FOMP) inspection. They go into harvest blocks and check that the standards are met. 3-10% of all blocks are checked, the percentage checked is based on previous compliance with standards. Companies may be sent back to blocks to ensure that standards are met. Failure to meet standards may result in fines.

4. FOREST MANAGEMENT PLAN UPDATE AND VOIT (VALUES, OBJECTIVES, INDICATORS, AND TARGETS) Introduction to Social VOIT's Presentations will be available using the documents link at: <https://highlevelwoodlands.com/public-engagement/>

Is there a historic wildfire map which could be shared? Jon will share a map during the round table. There is data available online from the provincial government if a person has software to look at it.

Lisa mentions that the county is discussing different ways to fire smart and protect forest resources. In an instance elsewhere a fire guard corridor is being used as a grazing lease.

How will the FMP look at corridors or other opportunities to "cool" the forest? "Cooling the forest" meaning to reduce fire intensity by removing fuel. Is there research being done on this? Focus in the FMP has been primarily on community protection and community management zones. There was a FRIAA project assessing the level of risk due to fire in the area and mapping the results. They then modeled scenarios where stands were converted to less flammable species. The models showed small impact to risk in the long run.

5.2.3.1 Maintain long run sustained yield average. Target is to have growth greater than natural.

Is there a graph or info graphic that compares growth of managed stands with natural? Something to educate the public about the regrowth of harvested stands. Perhaps the growth and yield curves.

As far as AAC goes do the companies know what impact the 2023 fires will have. That is being reviewed. It is probable that there will be a significant impact to the AAC in F14. Over the next year the planning team will be doing a Timber Supply Analysis which will give a better understanding of what the AAC will be. Perhaps we can discuss Timber Supply Analysis at a future meeting.

Wildfire map will be available using the documents link at:
<https://highlevelwoodlands.com/public-engagement/>

2.2 million ha of forest burned within the Province of Alberta in 2023. Of that approximately 1/3 or 750,000ha of forest burned in our region. The large fires in 2019 (Chuckegg Creek) burned 350,000ha of forest in the region. This year's fires burned more than 2X the 2019 area and it was a hotter fire this year. Hotter fires mean less salvageable wood.

5. UPDATE: Operational Planning Update

Tolko intends to get 100% of fibre for the mill from within the fire boundaries. They did a trial of salvaged timber from a badly burned stand. Cracking due to drying was a setback. But they are still confident that there is enough useable fibre within the fire boundaries to supply the mill. Final plans are being submitted to the Government for review.

West Fraser has AOP approval. They have opened some blocks and have a camp set up. They will harvest about half of this year's cut from fire salvage near Rainbow Lake. The other half will be green harvest from Bassett 4 and Watt. They are planning to salvage from the fire next year as well.

La Crete Sawmills intends to take half salvaged fibre and half green. Most of the fires occurred too far away from the mill to make it feasible to haul. Might take some fire salvage from the fire near Fox Lake, in Little Red River Cree Nation's timber quota, if agreements are made. LCSM is looking to get what they can out of the Wadlin compartment, they think they will be able to get between 11,000 -30,000 cubic metres.

Crestview Lumber and Evergreen Sawmills will be targeting fire salvage in the northwest corner of the Bassett Fire. Crestview is also looking to go into the area near Fox Lake.

6. ROUND TABLE

Forest Capital of Canada 2024 – there is a committee being formed to organize and guide this process. The committee will meet on Thursday, November 23, 2023. They

are looking at a website creator, and social media creation. Mackenzie County will apply for FRIAA funds on behalf of the committee. Kickoff event will occur in January. Details to follow. If you are interested in coming to the Zoom meeting on Thursday give your e-mail address to Lisa and she will invite you.

Boyd – was at a meeting recently. There has been a proposal made for communities to have 800m fire guards around each. These guards would be turned into grazing area.

7. NEXT MEETING – January 16th, 2024 – Caribou and subregional planning

