



**Mackenzie County**

# **REGULAR COUNCIL MEETING AGENDA**

OCTOBER 11, 2016

10:00 A.M.

COUNCIL CHAMBERS  
FORT VERMILION, AB



**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING**

**Tuesday, October 11, 2016  
10:00 a.m.**

**Fort Vermilion Council Chambers  
Fort Vermilion, Alberta**

**AGENDA**

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<b>CALL TO ORDER:</b>	1.	a) Call to Order	
<b>AGENDA:</b>	2.	a) Adoption of Agenda	
<b>ADOPTION OF PREVIOUS MINUTES:</b>	3.	a) Minutes of the September 28, 2016 Regular Council Meeting	7
<b>DELEGATIONS:</b>	4.	a) S/Sgt. Bill Mooney, Fort Vermilion RCMP Detachment (11:30 a.m.)	
		b) Glenda Farnden, Sr. Municipal Relations Liaison – STARS Foundation (1:30 p.m.)	19
		c) Mike Unger, Owner – Blackstone Homes (2:00 p.m.)	
		d)	
<b>COUNCIL COMMITTEE REPORTS:</b>	5.	a) Council Committee Reports (verbal)	
		b) Agricultural Service Board Minutes	27
		c) Municipal Planning Commission Meeting Minutes	33
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		b)	
<b>TENDERS:</b>	7.	a) None	

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		b)	Bylaw 1047-16 Land Use Bylaw Amendment to Revise the Definition of Automotive Equipment and Vehicle Services	101
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		b)		
<b>COMMUNITY SERVICES:</b>	11.	a)	Bylaw 1053-16 Remunerating Volunteer Fire Fighters within Mackenzie County	123
		b)	La Crete Arena – Ice Chiller Replacement Project Report	129
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<b>FINANCE:</b>	12.	a)		
		b)		
<b>OPERATIONS:</b>	13.	a)		
		b)		

<b>PLANNING &amp; DEVELOPMENT:</b>	14.	a)	Bylaw 1041-16 Road Closure Request for the South side of SW 18-104-17-W5M (Blue Hills Area)	135
		b)	Bylaw 1052-16 Land Use Bylaw Amendment to Rezone Part of NW 13-106-15-W5M from Agricultural "A" to Country Recreational "CR" (La Crete Rural)	145
		c)	Policy PW028 Sale of Undeveloped Road Allowance	153
		d)	National Disaster Mitigation Program Funding	157
		e)	Fort Vermilion Airport Identifier Change	159
		f)	Caribou (to be presented at the meeting)	
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		h)		
<b>UTILITIES:</b>	15.	a)	TCA Project – 50 <sup>th</sup> Street – Water and Sewer Extension	161
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<b>INFORMATION / CORRESPONDENCE:</b>	16.	a)	Information/Correspondence	167
<b>IN CAMERA SESSION:</b>	17.	a)	Legal	
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		c)	Land	
			• La Crete Ring Road Land Acquisition	
<b>NOTICE OF MOTION:</b>	18.		Notices of Motion	
<b>NEXT MEETING DATES:</b>	19.	a)	Organizational Council Meeting October 25, 2016 10:00 a.m. Fort Vermilion Council Chambers	

- b) Regular Council Meeting  
October 26, 2016  
10:00 a.m.  
Fort Vermilion Council Chambers

**ADJOURNMENT:** 20. a) Adjournment



Mackenzie County

## REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>October 11, 2016</b>
<b>Presented By:</b>	<b>Carol Gabriel, Director of Legislative &amp; Support Services</b>
<b>Title:</b>	<b>Minutes of the September 28, 2016 Regular Council Meeting</b>

### **BACKGROUND / PROPOSAL:**

Minutes of the September 28, 2016, Regular Council Meeting are attached.

### **OPTIONS & BENEFITS:**

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

### **SUSTAINABILITY PLAN:**

### **COMMUNICATION:**

Approved Council Meetings minutes are posted on the County website.

### **RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the minutes of the September 28, 2016, Regular Council Meeting be adopted as presented.

Author: C. Gabriel      Reviewed by: CG      CAO: \_\_\_\_\_

**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING**

**Wednesday, September 28, 2016  
10:00 a.m.**

**Fort Vermilion Council Chambers  
Fort Vermilion, Alberta**

<b>PRESENT:</b>	Bill Neufeld Jacquie Bateman Peter F. Braun Elmer Derksen John W. Driedger Eric Jorgensen Josh Knelsen Lisa Wardley	Reeve Councillor Councillor Councillor Councillor Councillor Councillor Councillor
<b>REGRETS:</b>	Walter Sarapuk Ray Toews	Deputy Reeve Councillor
<b>ADMINISTRATION:</b>	Len Racher Ron Pelensky  Byron Peters Fred Wiebe Bill Kostiw  Carol Gabriel  Jessica Ruskowsky Oxana Mamontova	Chief Administrative Officer Director of Community Services & Operations Director of Planning & Development Director of Utilities Intergovernmental Relations & Special Projects Coordinator Director of Legislative & Support Services/Recording Secretary Executive Assistant Finance Controller

**ALSO PRESENT:** Members of the Public

Minutes of the Regular Council meeting for Mackenzie County held on September 28, 2016 in the Fort Vermilion Council Chambers.

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

Reeve Neufeld called the meeting to order at 10:04 a.m.

**AGENDA:**              **2. a) Adoption of Agenda**

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

**MOTION 16-09-671**                    **MOVED** by Councillor Driedger

That the agenda be approved with the following additions:

- 4. c) Green Space Alliance – Land Use Bylaw Amendment Project
- 9. b) Phase III Land Sales
- 9. c) Property Line Dispute Between a Landowner and Alberta Environment & Parks (In-Camera)
- 9. d) Unbudgeted Projects
- 17. b) Organizational Chart

**CARRIED**

**ADOPTION OF PREVIOUS MINUTES:**                    **3. a) Minutes of the September 13, 2016, Regular Council Meeting**

**MOTION 16-09-672**                    **MOVED** by Councillor Driedger

That the minutes of the September 13, 2016 Regular Council Meeting be adopted as AMENDED.

**CARRIED**

**DELEGATIONS:**                    **4. a) Ellen Bowles, Vice President – Canadian Union of Postal Workers (CUPW) Local 744 Grande Prairie**

**MOTION 16-09-673**                    **MOVED** by Councillor Jorgensen

That a letter of support be sent to the Minister of Employment to preserve Canada Post's national retail network.

**CARRIED**

**MOTION 16-09-674**                    **MOVED** by Councillor Knelsen

That Council move in-camera at 10:38 a.m. to discuss a property line dispute between a landowner and Alberta Environment & Parks.

**CARRIED**

**MOTION 16-09-675**                    **MOVED** by Councillor Driedger

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

**CARRIED**

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

**ADMINISTRATION: 9. c) Property Line Dispute Between a Landowner and Alberta Environment & Parks (ADDITION)**

**MOTION 16-09-676**  
Requires Unanimous

**MOVED** by Councillor Bateman

That the property line dispute between a landowner and Alberta Environment & Parks be received for information.

**CARRIED UNANIMOUSLY**

Reeve Neufeld recessed the meeting at 11:01 a.m. and reconvened the meeting at 11:10 a.m.

**DELEGATIONS: 4. c) Green Space Alliance – Land Use Bylaw Amendment Project**

**MOTION 16-09-677**

**MOVED** by Councillor Knelsen

That the presentation by Green Space Alliance regarding the Land Use Bylaw amendment project be received for information.

**CARRIED**

Reeve Neufeld recessed the meeting at 11:59 a.m. and reconvened the meeting at 12:35 p.m. with all members present except Councillor Derksen and Councillor Jorgensen.

**COMMUNITY SERVICES:**

**11. a) Fort Vermilion Board of Trade – Funds Request**

Councillor Derksen rejoined the meeting at 12:43 p.m.

Councillor Braun stepped out of the meeting at 12:44 p.m.

**MOTION 16-09-678**  
Requires 2/3

**MOVED** by Councillor Wardley

That the request for additional funding from the Fort Vermilion Board of Trade for town beautification be DENIED.

**CARRIED**

**11. b) Town of High Level Hazmat Truck – Additional Funding Request**

Councillor Braun rejoined the meeting at 12:48 p.m.

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

**MOTION 16-09-679**  
Requires 2/3

**MOVED** by Councillor Braun

That the budget be amended to include an additional \$6,521.37 (total County portion \$74,521.37) for the Hazmat truck refurbishing project, with funding coming from the General Operating Reserve.

**CARRIED**

**UTILITIES:**

**15. a) Policy UT006 Municipal Rural Water Servicing**

**MOTION 16-09-680**

**MOVED** by Councillor Wardley

That Policy UT006 Municipal Rural Water Servicing be approved as AMENDED and that the County endeavor to assist with surveying of road allowances/right-of-way if required.

**CARRIED**

**15. b) 96 Avenue, 100 Street to 101 Street (Hamlet of La Crete) Letter of Concern**

**MOTION 16-09-681**

**MOVED** by Councillor Bateman

That the 96 Avenue, 100 Street to 101 Street (Hamlet of La Crete) letter of concern be received for information.

**CARRIED**

**COUNCIL  
COMMITTEE  
REPORTS:**

**5. a) Council Committee Reports**

**MOTION 16-09-682**

**MOVED** by Councillor Braun

That the Council committee reports be received for information.

**CARRIED**

**DELEGATIONS:**

**4. b) George Janzen – Quality Investment Corp.**

**MOTION 16-09-683**  
Requires 2/3

**MOVED** by Councillor Braun

That the oversizing request by Quality Investment Corp. (Subdivision Application 22-SUB-14 – Phase 6) for road widening on 100<sup>th</sup> Avenue in the Hamlet of La Crete be APPROVED and that the budget be amended to include the

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

additional \$31,281.48 with funding coming from the General Operating Reserve.

**CARRIED**

Reeve Neufeld recessed the meeting at 1:42 p.m. and reconvened the meeting at 1:55 p.m.

**COUNCIL  
COMMITTEE  
REPORTS:**

**5. b) Finance Committee Meeting Minutes**

**MOTION 16-09-684**

**MOVED** by Councillor Wardley

That the Finance Committee unapproved meeting minutes of September 14, 2016 be received for information.

**CARRIED**

**5. c) Community Services Committee Meeting Minutes**

**MOTION 16-09-685**

**MOVED** by Councillor Wardley

That the unapproved minutes of the September 8, 2016 Community Services Committee Meeting be received for information.

**CARRIED**

**GENERAL REPOSTS:** 6. a) None

**TENDERS:** 7. a) None

**PUBLIC HEARINGS:** 8. a) None

**ADMINISTRATION:** 9. a) Meetings with Ministers – AAMDC Fall Convention

**MOTION 16-09-686** **MOVED** by Councillor Knelsen

That administration setup meetings with the following Ministers and RCMP “K” Division during the Alberta Association of Municipal Districts & Counties (AAMDC) fall convention in November 2016 in Edmonton.

Minister of Municipal Affairs

- Provincial Policy that affects declining assessment

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

- Carbon Tax/Stable Funding
- Caribou

Minister of Environment & Parks

- Caribou
- Roads to New Lands
- Purchase of Recreational Leases

Minister of Transportation

- Highway 697 East Widening
- La Crete Ferry (Tompkins Crossing)
- Bridge Funding Program
- Highway 58 West

Minister of Energy

- Carbon Tax
- Coal
- Caribou

RCMP "K" Division

- Enhanced Policing
- Policing in La Crete Area due to growth

**CARRIED**

**9. b) Phase III Land Sales (ADDITION)**

Councillor Jorgensen rejoined the meeting at 2:24 p.m.

**MOTION 16-09-687**  
Requires Unanimous

**MOVED** by Councillor Driedger

That a letter be sent to Darcy Beach, Executive Regional Director with Alberta Environment & Parks to push for the completion of the Phase III land sales.

**CARRIED**

**9. d) Unbudgeted Projects (ADDITION)**

**MOTION 16-09-688**  
Requires Unanimous

**MOVED** by Councillor Jorgensen

That the unbudgeted projects discussion be received for information.

**CARRIED**

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

**AGRICULTURE  
SERVICES:**

**10. a) None**

Reeve Neufeld recessed the meeting at 2:49 p.m. and reconvened the meeting at 3:01 p.m.

**FINANCE:**

**12. a) Policy ADM049 – Bursary Policy**

**MOTION 16-09-689**

**MOVED** by Councillor Wardley

That Policy ADM049 Bursary Policy be amended as presented.

**CARRIED**

**12. b) Policy RESV019 – Street Light Replacement Reserve**

**MOTION 16-09-690**

**MOVED** by Councillor Jorgensen

That Policy RESV019 Street Light Replacement Reserve be approved as AMENDED.

**CARRIED**

**12. c) Purchase of Membership Shares in Vision Credit Union, La Crete Co-op, and United Farmers of Alberta**

**MOTION 16-09-691**

**MOVED** by Councillor Braun

That membership shares be purchased with Vision Credit Union, La Crete Co-op and United Farmers of Alberta for \$1, \$500 and \$0 respectively.

**CARRIED**

**12. d) Financial Reports – January 1 to August 31, 2016**

**MOTION 16-09-692**

**MOVED** by Councillor Bateman

That the financial reports for the period of January 1 – August 31, 2016 be accepted for information.

**CARRIED**

**OPERATIONS:**

**13. a) Purchase of Wadlin Lake Campground Recreational Lease (update)**

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

**MOTION 16-09-693**

**MOVED** by Councillor Wardley

That the update on the purchase of the Wadlin Lake Campground Recreational Lease be received for information and that detailed chronological fact sheets be prepared for the meetings with Ministers.

**CARRIED**

**PLANNING &  
DEVELOPMENT:**

**14. a) Bylaw 1049-16 Road Closure Request for the West Side of NW 11-108-13-W5M (Fort Vermilion Area)**

**MOTION 16-09-694**

**MOVED** by Councillor Braun

That first reading be given to Bylaw 1049-16 being a Road Closure Bylaw to close a portion of the Government Road Allowance adjoining the west boundary of NW 11-108-13-W5M for the purpose of consolidation, subject to public hearing input.

**CARRIED**

**14. b) Policy DEV010 – Land Acquisition for Road Right-of-Ways during Subdivisions**

Councillor Jorgensen stepped out of the meeting at 3:46 p.m.

**MOTION 16-09-695**

**MOVED** by Councillor Braun

That Policy DEV010 Land Acquisition for Road Right-of-Ways during Subdivisions be received for information.

**CARRIED**

**14. c) Policy PW028 Sale of Undeveloped Road Allowance**

Councillor Jorgensen rejoined the meeting at 3:48 p.m.

**MOTION 16-09-696**

**MOVED** by Councillor Wardley

That Policy PW028 Sale of Undeveloped Road Allowance be TABLED to the next meeting.

**DEFEATED**

**MOTION 16-09-697**

**MOVED** by Councillor Bateman

That Policy PW028 Sale of Undeveloped Road Allowance be

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

approved as AMENDED to include a statement to avoid creating fragmented parcels.

**CARRIED**

Reeve Neufeld recessed the meeting at 4:19 p.m. and reconvened the meeting at 4:32 p.m.

**14. d) Alberta Government, Community and Regional Economic Support (CARES) Grant**

**MOTION 16-09-698**

**MOVED** by Councillor Wardley

That Mackenzie County apply for funding through the Alberta Government, Community and Regional Economic Support (CARES) Grant for the following:

- Lithium
- Investment Opportunity Marketplace (as a Tri-Council application)

**CARRIED**

**14. e) Caribou**

**MOTION 16-09-699**

**MOVED** by Councillor Jorgensen

That Council appreciates the effort that Byron and his team have put into the resistance to the imposition of the Province's caribou protection plan.

**CARRIED**

**MOTION 16-09-700**

**MOVED** by Councillor Jorgensen

That the caribou update be received for information.

**CARRIED**

**INFORMATION:**

**16. a) Information/Correspondence**

**MOTION 16-09-701**

**MOVED** by Councillor Driedger

That the information/correspondence items be received for information.

**CARRIED**

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

Reeve Neufeld recessed the meeting at 5:33 p.m. and reconvened the meeting at 5:41 p.m.

**IN-CAMERA  
SESSION:**

**17. In-Camera Session**

**MOTION 16-09-702**

**MOVED** by Councillor Braun

That Council move in-camera to discuss issues under the Freedom of Information and Protection of Privacy Regulations 18 (1) at 5:41 p.m.

- 17. a) Legal
- 17. b) Labour
- 17. c) Land

**CARRIED**

**MOTION 16-09-703**

**MOVED** by Councillor Bateman

That Council move out of camera at 6:15 p.m.

**CARRIED**

**17. b) Labour – Organizational Chart (ADDITION)**

**MOTION 16-09-704**  
Requires Unanimous

**MOVED** by Councillor Bateman

That the CAO be authorized to fill the position of Director of Operations South.

**CARRIED UNANIMOUSLY**

**NOTICE OF MOTION:**

**18. a) None**

**NEXT MEETING  
DATES:**

- 19. a) Regular Council Meeting  
Tuesday, October 11, 2016  
10:00 a.m.  
Fort Vermilion Council Chambers
- b) Organizational Council Meeting  
Tuesday, October 25, 2016  
10:00 a.m.  
Fort Vermilion Council Chambers
- c) Regular Council Meeting  
Wednesday, October 26, 2016

10:00 a.m.  
Fort Vermilion Council Chambers

**ADJOURNMENT:**            **20. a) Adjournment**

**MOTION 16-07-705**        **MOVED** by Councillor Bateman

That the council meeting be adjourned at 6:16 p.m.

**CARRIED**

These minutes will be presented to Council for approval on October 11, 2016.

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Bill Neufeld  
Reeve

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Len Racher  
Chief Administrative Officer

UNAPPROVED



Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>October 11, 2016</b>
<b>Presented By:</b>	<b>Len Racher, Chief Administrative Officer</b>
<b>Title:</b>	<b>DELEGATION Glenda Farnden, Sr. Municipal Relations Liaison – STARS Foundation</b>

**BACKGROUND / PROPOSAL:**

A copy of the STARS presentation is attached.

**OPTIONS & BENEFITS:**

**COSTS & SOURCE OF FUNDING:**

**SUSTAINABILITY PLAN:**

**COMMUNICATION:**

**RECOMMENDED ACTION:**

- Simple Majority     
 Requires 2/3     
 Requires Unanimous

That the STARS Foundation presentation be received for information.

Author: C. Gabriel      Reviewed by: \_\_\_\_\_      CAO: \_\_\_\_\_

# STARS



## STARS AIR AMBULANCE

Who we are



- Available 24 / 7;
- Night Vision Goggles; 1<sup>st</sup> in Canada (2003)
- Six bases: Calgary, Edmonton, Grande Prairie, Saskatoon, Regina, Winnipeg
- 3 provinces: Alberta, Saskatchewan, Manitoba
- Average 5 missions per day in Alberta; 9 missions per day – 3 provinces
- Serve 98% of Alberta's population
- Non-profit charitable organization.



# STARS EMERGENCY LINK CENTRE

## Red Patient Referral System



- Transport Physicians provide medical oversight on all critical care calls
  - Best mode of transport
  - Best destination for patient
  - Ground Ambulance - Fixed Wing - STARS



## CRITICAL CARE

Begins as soon as we reach the patient



# CARING FOR THE PATIENT

Leading Edge of Technology



**Hamilton T-1 Transport Ventilator**

- Fully featured ICU ventilator
- Adult / Pediatric / Neonatal

**3-in-1 I.V. Pump  
Oxygen  
Resuscitation  
Suction**

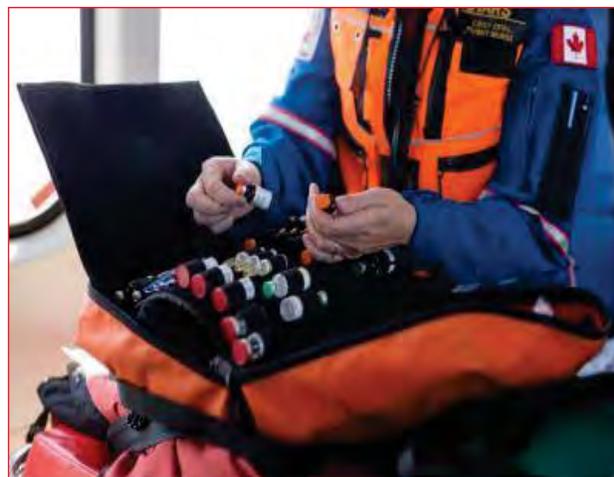


# CARING FOR THE PATIENT

Leading Edge – Advanced Technology



- **12 Lead ECG**
- **Defibrillator**



**Medications  
I-stat Lab  
EZIO Drill**

**Physicians Kit**

- Central Lines
- Pacemaker

# CARING FOR THE PATIENT

Leading Edge – Advanced Technology



**NICU Incubator / Baby Pod**  
Calgary & Edmonton      Grande Prairie



**Portable Ultrasound**

# CARING FOR THE PATIENT

Leading Edge – Advanced Technology



**Video Laryngoscope**



**Blood Onboard – All Helicopters  
1st in Canada!**

# EDUCATING THE PROVIDERS

Advancing critical care and education



- STARS – Internationally acclaimed leader in critical care
  - 1416 Medical personnel / 71 communities in Alberta (2015)
  - Fort Vermilion Hospital
- Outreach Training; Safety and emergency preparedness
  - 1018 Landing zone officers / 68 communities in Alberta (2015)
  - La Crete and Fort Vermilion



## MACKENZIE COUNTY

5 Year Mission Breakdown



5 Year Mission Breakdown	2011	2012	2013	2014	2015	Total
Fort Vermilion	1					1
Fox Lake				1		1
High Level Inter-facility					1	1
<b>Total</b>	<b>1</b>			<b>1</b>	<b>1</b>	<b>3</b>

# OUR NEIGHBORS

## 5 Year Mission Breakdown



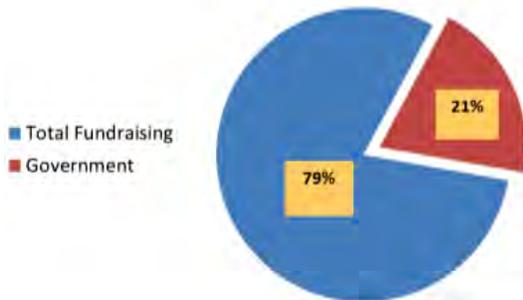
Neighboring Municipalities	2011	2012	2013	2014	2015	Total
County of Northern Lights	5	5	2	5	1	18
Northern Sunrise County	5	4	2	7	2	20
MD of Opportunity	9	8	11	11	23	62
Mackenzie County	1			1	1	3
<b>Total</b> Avg. 21 missions per year = 1 - 2 per month	<b>20</b>	<b>17</b>	<b>15</b>	<b>24</b>	<b>27</b>	<b>103</b>

# FUELED BY GENEROSITY

## Achieving successes together



### STARS Alberta Funding

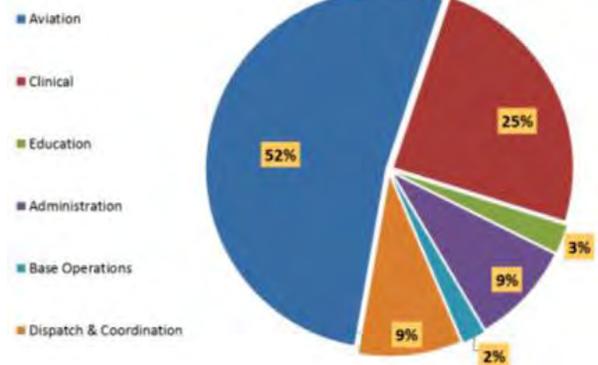


#### Funding in Thousands

AB Government Funding	\$	7,014
Total Operating Costs /Capital Expenditures	\$	38,623
AB Government Funding as a Percent of Costs		21%

STARS Gross Fundraising	\$	15,421
AB Lottery	\$	11,937
Calendar	\$	953
Site Registration / Emergency Contact Centre	\$	3,298

### STARS Alberta Expenditures (3 Bases)



# MUNICIPAL INITIATIVE

Leadership Above and Beyond - Working Together



## REALITY

- Alberta - Growing - Aging - Economic Challenges
- Decreasing funding + Increasing Call Volume (6-10% each year)
- All Emergency Protective Services Options Vital
- Over 3/4 Alberta municipalities join in partnership to save lives
  - Municipal commitments range up to \$65 per capita
  - Majority of municipalities supporting @ \$2 per capita
  - Collectively generating \$1.4M annually



# MACKENZIE COUNTY

Life-saving Partners Since 2010



## OUR REQUEST

Your kind consideration to join Alberta municipalities in partnership with a pledge of support of your choice.

- Recognize STARS as a valued part of emergency protective services
- Enhance safety and quality of life for your residents
- Ensure sustainability of STARS services
- A privileged few - STARS belongs to Albertans

**Over 31 Years of service!**  
**Over 33,000 missions!**



**Future generations!**



**The next 30 years!**





Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>October 11, 2016</b>
<b>Presented By:</b>	<b>Grant Smith, Agricultural Fieldman</b>
<b>Title:</b>	<b>Agricultural Service Board Minutes</b>

**BACKGROUND / PROPOSAL:**

The draft minutes of the September 30, 2016 ASB meeting are attached.

**OPTIONS & BENEFITS:**

N/A

**COSTS & SOURCE OF FUNDING:**

N/A

**SUSTAINABILITY PLAN:**

N/A

**COMMUNICATION:**

N/A

**RECOMMENDED ACTION:**

- Simple Majority
  Requires 2/3
  Requires Unanimous

That the minutes of the September 30, 2016 Agricultural Service Board meeting be received for information.

Author: Colleen Sarapuk Reviewed by: \_\_\_\_\_ CAO: \_\_\_\_\_



**MACKENZIE COUNTY  
AGRICULTURAL SERVICE BOARD MEETING**

**Friday September 30, 2016**

**9:00 a.m.**

**La Crete, AB**

**PRESENT:** Josh Knelsen ASB Chair  
Bill Neufeld Reeve  
Terry Batt Member at Large  
David Doerksen Member at Large  
Ernie Dyck Member at Large  
Eric Jorgensen Council Representative (arrived at 9:38 a.m.)

**REGRETS:**

**ALSO PRESENT:** Len Racher Chief Administrative Officer  
Grant Smith Agricultural Fieldman  
Colleen Sarapuk Public Works Administrative Officer (Recording Secretary)  
Jacob Marfo MARA  
Andrew O'Rourke Economic Development

Minutes of the Mackenzie County Agricultural Service Board meeting held on Friday, September 30, 2016.

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

Chair Knelsen called the meeting to order at 9:15 a.m.

**AGENDA: 2. a) Adoption of Agenda**

**MOTION ASB 16-09-76 Moved by Bill Neufeld**

That the agenda be adopted with the addition of 7.h) Public Lands Appeal Board.

**CARRIED**

**PREVIOUS MINUTES 3.a) Minutes of the July 28, 2016 ASB Minutes**

**MOTION ASB 16-09-77 Moved by David Doerksen**

That the minutes of the July 28, 2016 ASB meeting be approved as amended.

**CARRIED**

**BUSINESS ARISING OUT  
OF THE PREVIOUS  
MINUTES**

**4.a) None**

**ACTION LIST**

**5.a) Action List**

**MOTION ASB 16-09-78**

**Moved by** David Doerksen

That administration be authorized to hire a seasonal Weed Inspector earlier in the season, to allow for roadside seeding to be done in-house. The Agricultural Fieldman is to be in charge of seed section and application.

**CARRIED**

**Meeting Recessed 9:46 a.m. to tour Public Lands issues.  
Meeting Reconvened 10:30 a.m.**

**DELEGATION**

**6. a) Delegation – Organic Alberta**

Andrew O'Rourke joined the meeting on behalf of Organic Alberta, inviting members of the Agricultural Service Board to sit on the Organic Alberta Committee.

**MOTION ASB 16-09-79**

**Moved by** David Doerksen

That the Organic Alberta committee be invited the next ASB Meeting.

**CARRIED**

**6.b) MARA Delegation**

Jacob Marfo updated the ASB on the 2016 MARA field plots findings.

**MOTION ASB 16-09-80**

**Moved by** Bill Neufeld

That the MARA update be received for information.

**CARRIED**

**7.a) Agricultural Fieldman Report**

**MOTION ASB 16-09-81**

**Moved by** Bill Neufeld

That the Fieldman Report be received for information.

**CARRIED**

**7.b) 2016 Expenditures**

**MOTION ASB 16-09-82**

**Moved by** Eric Jorgensen

That the 2016 Operating Expenditures be received for information.

**CARRIED**

**Meeting Recess 10:10 a.m.**

**Meeting Reconvened 10:17 a.m.**

**7.c) 2017 Operating and Capital Budget (Draft)**

**MOTION ASB 16-09-83**

**Moved by** Terry Batt

That the draft 2017 Operating and Capital Budget be approved as amended.

**CARRIED**

**Break for Lunch 12:00 P.M.**

**Reconvened 12:30 P.M.**

**7.d) Buffalo Head/Steephill Project Update**

**MOTION ASB 16-09-84**

**Moved by** Bill Neufeld

That the Buffalo Head/Steephill Project update be received for information.

**CARRIED**

**7.e) Weed Inspection Summary**

**MOTION ASB 16-09-85**

**Moved by** Terry Batt

That the weed inspection summary be received for information.

**CARRIED**

**7.f) Paraplough Discussion**

**MOTION ASB 16-09-86**

**Moved by** Eric Jorgensen

That the Paraplough be added to the ASB rental equipment for 2017, with the rental rate of \$50/rental.

**CARRIED**

**7.g) 2016 ASB Regional Conference**

**MOTION ASB 16-09-87**

**Moved by** Ernie Dyck

That the ASB send a resolution to the 2016 ASB Regional Conference regarding Farm Safety Legislation and the New Wetland Policy.

**CARRIED**

**7.h) Public Lands Appeal Board**

**MOTION ASB 16-09-88**

**Moved by** David Doerksen

That the ASB write a letter to the Minister of Agriculture and the Minister of Environment and Parks advising them that Mackenzie County is aware of the Jack Wiebe issue and does not approve with the process that the Public Lands Appeal Board is using. Copies of the letter are to be sent to the Farmers Advocate, MLA Debbie Jabbour, Mackenzie County Council and the Public Lands Appeal Board.

**CARRIED**

**SET NEXT MEETING  
DATE**

**9.a) Next Meeting Date**

The next meeting will be at the call of the chair.

**ADJOURNMENT**

**9.a) Adjournment**

**MOTION ASB 16-09-89**

**Moved by** Eric Jorgensen

That the ASB meeting be adjourned at 2:35 p.m.

**CARRIED**

These minutes will be present for approval at the next ASB Meeting.

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Josh Knelsen, Chair

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Grant Smith, Agricultural Fieldman



Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>October 11, 2016</b>
<b>Presented By:</b>	<b>Byron Peters, Director of Planning &amp; Development</b>
<b>Title:</b>	<b>Municipal Planning Commission Meeting Minutes</b>

## **BACKGROUND / PROPOSAL:**

The meeting minutes of the August 3, 2016, August 18, 2016, September 9, 2016 and September 22, 2016 Municipal Planning Commission are attached.

## **OPTIONS & BENEFITS:**

N/A

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

N/A

## **SUSTAINABILITY PLAN:**

N/A

## **COMMUNICATION:**

N/A

## **RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the Municipal Planning Commission meeting minutes of August 3, 2016, August 18, 2016, September 9, 2016 and September 22, 2016 be received for information.

**Author:** B. Peters      **Reviewed by:** \_\_\_\_\_      **CAO:** \_\_\_\_\_



**MACKENZIE COUNTY  
Municipal Planning Commission Meeting**

**Mackenzie County Office  
La Crete, AB**

**Wednesday, August 3, 2016 @ 10:00 a.m.**

**PRESENT:** John W. Driedger Chair, Councillor, MPC Member  
Erick Carter Vice Chair, MPC Member  
Beth Kappelar MPC Member (via teleconference)  
Jacquie Bateman Councillor, MPC Member  
Jack Eccles MPC Member

**ADMINISTRATION:** Byron Peters Director of Planning and Development  
Liane Lambert Planner  
Caitlin Smith Development Officer  
Morgan Friesen Administrative Assistant/Recording Secretary

**MEMBERS OF PUBLIC:** Dave Zacharias

**MOTION**

**1. Call to Order**

John W. Driedger called the meeting to order at 10:04 a.m.

**2. Adoption of Agenda**

**MPC-16-08-128**

**MOVED** by Beth Kappelar

That the agenda be adopted as presented.

**CARRIED**

**3. Minutes**

**a) Adoption of Minutes**

**MPC-16-08-129**

**MOVED** by Erick Carter

That the minutes of the July 21, 2016 Municipal Planning Commission meeting be adopted as presented.

**CARRIED**

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**b) Business Arising from Previous Minutes**

None.

**5. DEVELOPMENT**

**a) 155-DP-16 Abe & Susan Banman – Garage –  
Detached in “HR1A” (La Crete)  
Plan 102 5532, Block 36, Lot 13**

**MPC-16-08-130**

**MOVED** by Jacquie Bateman

That Development Permit 155-DP-16 on Plan 102 5532, Block 36, Lot 13 in the name of Abe & Susan Banman be APPROVED with the following conditions:

Failure to comply with one or more of the attached conditions shall render this permit Null and Void:

1. Minimum building setbacks:

- a) 7.6 meters (25 feet) front (South) yard;
- b) 1.5 meters (5 feet) side (East & West) yards;
- c) 1.5 meters (5 feet) rear (North) yard; from the property lines.

2. The Garage – Detached shall meet all Alberta Safety Code requirements and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.

3. The Garage – Detached is approved for residential purposes only and no commercial activity is permitted in this building. If the developer/landowner/occupant or other person or persons intend to use the Garage – Detached for commercial or industrial uses, a new development permit is required prior to the commencement of the commercial or industrial use.

4. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards.

5. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.

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6. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed to Mackenzie County standards and at the developers' expense.

7. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.

8. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

### **CARRIED**

### **6. SUBDIVISION**

- a) **25-SUB-16 Jake Neusteater  
(Blumenort Area)  
C of T 122 024 558 (SE 26-107-13-W5M)**

**MPC-16-08-131**

**MOVED** by Jack Eccles

That Subdivision Application 25-SUB-16 in the name of Jake Neusteater on C of T 122 024 558 (SE 23-107-13-W5M) be APPROVED with conditions:

1. This approval is for a **TYPE B** single lot subdivision, boundary adjustment of 5.36 acre (2.17 hectares) to 10 acres (4.04 hectares) in size.

2. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which shall contain, but is not limited to:

a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.

b) Provision of access to both the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense.

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c) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2009.

I. The existing sewer pumpout discharge line shall be relocated to the location as shown on the Tentative Plan drafted by WSP Surveys Ltd. JOB # 010056671, proof of relocation is required.

**e) Provision of a storm water management plan. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.**

f) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.

g) Provision of utility right-of-way as required by ATCO Electric, Telus and Northern Lights Gas and others.

h) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.

**i) Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**

**CARRIED**

**b) 28-SUB-16 Bob Schartner  
(Fort Vermilion Rural)  
SE 7-109-13-W5M**

**MPC-16-08-132**

**MOVED** by Beth Kappelar

That subdivision application 28-SUB-16 in the name of Robert Schartner on SE 7-109-13-W5M be approved with conditions:

1. This approval is for a **TYPE A** single lot subdivision, 33.88

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acres (13.71 hectares) in size.

2. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which shall contain, but is not limited to:

a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.

I. The east property line does not meet the 50 foot setback requirements from buildings. A 50% Variance request for the shop must be applied for prior the subdivision being registered at Alberta Land Titles.

b) Provision of access to the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense.

c) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2009.

**d) Provision of a storm water management plan. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.**

e) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.

f) Provision of utility right-of-way as required by ATCO Electric, Telus and Northern Lights Gas and others.

g) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.

**h) Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**

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**CARRIED**

**7. MISCELLANEOUS ITEMS**

- a) **Bylaw 104x-15 Land Use Bylaw Amendment to Rezone Part of SE 16-106-15-W5M from La Crete General Commercial District "GC1" to Manufactured Home Subdivision 1 "MHS1"(La Crete)**

**MPC-16-08-133**

**MOVED** by Jack Eccles

That the Municipal Planning Commission recommend to Council to approve Bylaw 100x-16 being a Land Use Bylaw Amendment to rezone part of SE 16-106-15-W5M from La Crete General Commercial District "GC1" to Manufactured Home Subdivision 1 "MHS1" to accommodate the development of residential lots, subject to public hearing input.

**CARRIED**

Beth Kappelar and Dave Zacharias left the meeting at 10:31 a.m.

**4. Proposal Opening for Land Use Bylaw Amendment**

**MPC-16-08-134**

**MOVED** by Jacquie Bateman

That the Request for Proposals for the Land Use Bylaw Amendment be opened.

**CARRIED**

**b) Action List**

For information.

**8. IN CAMERA**

- a) None

**9. MEETING DATES**

- ❖ August 18, 2016 at 10:00 a.m. in Fort Vermilion
- ❖ September 9, 2016 at 10:00 a.m. in La Crete
- ❖ September 22, 2016 at 10:00 a.m. in Fort Vermilion

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**10. ADJOURNMENT**

**MPC-16-08-135**

**MOVED** by Jacquie Bateman

That the Municipal Planning Commission Meeting be adjourned at 10:51 a.m.

**CARRIED**

These minutes were adopted this 18<sup>th</sup> day of August, 2016.

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John W. Driedger, Chair

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**MACKENZIE COUNTY  
Municipal Planning Commission Meeting**

**Mackenzie County Office  
Fort Vermilion, AB**

**Thursday, August 18, 2016 @ 10:00 a.m.**

<b>PRESENT:</b>	John W. Driedger	Chair, Councillor, MPC Member
	Beth Kappelar	MPC Member
	Jacque Bateman	Councillor, MPC Member (via teleconference)
<b>REGRETS:</b>	Erick Carter	Vice Chair, MPC Member
	Jack Eccles	MPC Member
<b>ADMINISTRATION:</b>	Liane Lambert	Planner
	Caitlin Smith	Development Officer
	Morgan Friesen	Administrative Assistant/Recording Secretary
<b>MEMBERS OF PUBLIC:</b>	George Unrau	
	Simon Wiebe	
	Jake Martens	
	Roger Toews	

**MOTION**

**1. Call to Order**

John W. Driedger called the meeting to order at 9:59 a.m.

**2. Adoption of Agenda**

**MPC-16-08-136**

**MOVED** by Beth Kappelar

That the agenda be adopted as presented.

**CARRIED**

**3. Minutes**

**a) Adoption of Minutes**

**MPC-16-08-137**

**MOVED** by Jacque Bateman

That the minutes of the August 3, 2016 Municipal Planning Commission meeting be adopted as presented.

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**CARRIED**

**b) Business Arising from Previous Minutes**

None.

**4. DEVELOPMENT**

**a) 161-DP-16 Northview Tire & Lube Ltd. – Service Station in “HCC1” (Fort Vermilion)  
Plan 2938RS, Block 06, Lot 21**

**MPC-16-08-138**

**MOVED** by Beth Kappelar

That Development Permit 161-DP-16 on Plan 2938RS, Block 06, Lot 21 in the name of Northview Tire & Lube Ltd. be APPROVED with the following conditions:

Failure to comply with one or more of the attached conditions shall render this permit Null and Void:

1. This permit approval is for the operation of a Service Station (Tire & Lube Shop) out of the existing building.

**2. This permit approval is subject to approval from the Alberta Motor Vehicle Industry Council (AMVIC). The developer is required to obtain written approval from the Alberta Motor Vehicle Industry Council regarding the proposed development prior to commencement of the development. Failure to do so shall render this permit Null and Void.**

**3. All conditions and requirements by the Alberta Motor Vehicle Industry Council “AMVIC” are to be met to their specifications and standards.**

**4. No vehicle shall be located in such a way that it impedes visibility for vehicular and/or pedestrian traffic.**

**5. All Service Station renovations shall meet all applicable Alberta Safety Code requirements for Commercial Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.**

6. The municipality has assigned the following address to the

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noted property **4802 – 50th Street**. You are required to display the address (**4802**) to be clearly legible from the street and be on a contrasting background. The minimum size of the characters shall be four inches in height.

7. Please provide adequate off street parking as follows: 4 public parking stalls, 1 space per each full time employee and, 1 space for every 2 part time employees. *“One parking space, including the driveway area, shall occupy 27.87 square meters (300 square feet).”*

8. Building to be connected to the municipal water and sewer system and the cost of connection fees will be borne by the owner.

9. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.

10. If a sign is placed on the property the sign shall be located a minimum of:

- a. 200 meters from regulatory signs, and
- b. 3 meters (9 feet) from the outer edge of the road or not less than 1.5 meters from the property line if on private property.

11. The sign shall be a minimum of 1.5 meters to a maximum of 2.5 meters in height above the shoulder of the road.

12. The sign and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.

13. The sign shall:

- a. Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,
- b. Not unduly interfere with the amenities of the district,
- c. Not materially interfere with or affect the use, enjoyment or value of neighbouring properties, and
- d. Not create visual or aesthetic blight.

14. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations

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and County Bylaws and resolutions relating to the development of the lands.

15. The total site area shall have a positive surface drainage without adversely affecting the neighbouring properties.

**CARRIED**

**b) 166-DP-16 Agland Seed & Chemical – Warehouse  
in “HC2” (La Crete)  
Plan 892 1327, Block 05, Lot 13**

**MPC-16-08-139**

**MOVED** by Beth Kappelar

That Development Permit 166-DP-16 on Plan 892 1327, Block 05, Lot 13 in the name of Agland Seed & Chemical be APPROVED with the following conditions:

Failure to comply with one or more of the attached conditions shall render this permit Null and Void:

1. This permit approval is for the operation of a Warehouse (Chemical & Seed Outlet) out of the existing building.
- 2. The Building shall meet all applicable Alberta Safety Code requirements for Commercial Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.**
3. The municipality has assigned the following address to the noted property **9802 – 99<sup>th</sup> Street**. You are required to display the address (9802) to be clearly legible from the street and be on a contrasting background. The minimum size of the characters shall be four inches in height.
4. Please provide adequate off street parking as follows: 6 public parking stalls, 1 space for every 3 employees required during the maximum working shift. “One parking space, including the driveway area, shall occupy 27.87 square meters (300 square feet).”
5. Building to be connected to the municipal water and sewer system and the cost of connection fees will be borne by the owner.
6. No construction or development is allowed on or in a right-of-

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way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.

7. If a sign is placed on the property the sign shall be located a minimum of:

- a. 200 meters from regulatory signs, and
- b. 3 meters (9 feet) from the outer edge of the road or not less than 1.5 meters from the property line if on private property.

8. The sign shall be a minimum of 1.5 meters to a maximum of 2.5 meters in height above the shoulder of the road.

9. The sign and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.

10. The sign shall:

- a. Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,
- b. Not unduly interfere with the amenities of the district,
- c. Not materially interfere with or affect the use, enjoyment or value of neighbouring properties, and
- d. Not create visual or aesthetic blight.

11. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

12. The total site area shall have a positive surface drainage without adversely affecting the neighbouring properties.

### **CARRIED**

George Unrau, Simon Wiebe, and Jake Martens left the meeting at 10:07 a.m.

- c) **169-DP-16 Martin Harder – Sign in “TC1” (La Crete)  
Plan 792 1881, Block 18, Lot 05**

**MPC-16-08-140**

**MOVED** by Jacquie Bateman

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That Development Permit 169-DP-16 on Plan 792 1881, Block 18, Lot 05 in the name of Martin Harder be APPROVED with the following conditions:

Failure to comply with one or more of the attached conditions shall render this permit Null and Void:

- 1. This permit may be revoked at any time if, in the opinion of the Development Authority, the proposed development has become detrimental or otherwise incompatible with the amenities of the neighbourhood.**
- 2. Illumination of the sign must not negatively affect, nor pose a safety hazard to, an adjacent site or street. The brightness of illumination is at the discretion of the Development Authority.**
- 3. The sign shall be placed on site and is not permitted to be placed on any County lands and/or road rights-of-way.**
4. The sign shall be located a minimum of:
  - a. 20 meters from regulatory signs, and
  - b. Not less than 1.5 meters from the curb/sidewalk.
5. The sign shall be a minimum of 2 meters in height from the bottom of the sign above the curb/sidewalk.
6. The site and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.
- 7. The sign shall:**
  - a. Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,**
  - b. Not unduly interfere with the amenities of the district,**
  - c. Not materially interfere with or affect the use, enjoyment or value of neighbouring properties, and**
  - d. Not create visual or aesthetic blight.**
8. Wiring and conduits of the sign must be concealed from view.
9. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie

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County at 780-928-3983. Access to be constructed to Mackenzie County standards and at the developers' expense.

10. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards.

**11. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.**

12. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.

13. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.

**CARRIED**

**d) 171-DP-16 Henry, Esther, & Leroy Enns – Abattoir Addition in “A” (Blumenort)  
Part of SE 03-107-14-W5M**

**MPC-16-08-141**

**MOVED** by Beth Kappelar

That Development Permit 171-DP-16 on Part of SE 03-107-14-W5M in the name of Henry, Esther, & Leroy Enns be APPROVED with the following conditions:

Failure to comply with one or more of the attached conditions shall render this permit Null and Void:

**1. The Abattoir Addition shall meet all Alberta Safety Code requirements for Commercial/Industrial Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.**

2. Minimum building setbacks;

- a. 41.14 meters (135 feet), from all Road Right of Way's, and
- b. 15.2 meters (50 feet), from all other property lines,

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3. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards.

**4. Comply with applicable legislation under the Public Health Act and obtain the appropriate approvals prior to commencement of development. Contact the Health Inspector at 780-841-3277.**

**5. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.**

6. This permit may be revoked at any time if, in the opinion of the Development Officer, the proposed development has become detrimental, unsightly or otherwise incompatible with the amenities of the neighbourhood.

7. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed to Mackenzie County standards and at the developers' expense.

8. All sewage disposal systems to be in conformance with the Alberta Private Sewage Systems Standard of Practice 2009.

9. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.

10. Provide adequate off street parking as follows: The minimum parking standards are 1 space per 45 square meters of building area, which in this case is 7 public parking stalls, 1 space per each full time employee and 1 space for every 2 part time employees. "One parking space, including the driveway area, shall occupy 27.87 square meters (300 square feet)."

11. If a sign is placed on the property the sign shall be located a minimum of:

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- a. 200 meters from regulatory signs, and
- b. 3 meters (9 feet) from the outer edge of the road or not less than 1.5 meters from the property line if on private property.

12. The sign shall be a minimum of 1.5 meters to a maximum of 2.5 meters in height above the shoulder of the road.

13. The sight and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.

14. The sign shall:

- a. Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,
- b. Not unduly interfere with the amenities of the district,
- c. Not materially interfere with or affect the use, enjoyment or value of neighbouring properties, and
- d. Not create visual or aesthetic blight.

15. The total site area shall have a positive surface drainage without adversely affecting the neighbouring properties.

**CARRIED**

**6. MISCELLANEOUS ITEMS**

- b) Bylaw 104x-16  
Road Closure Request for the West side of  
NW 11-108-13-W5M (Fort Vermilion Area)**

**MPC-16-08-142**

**MOVED** by Jacquie Bateman

That the Municipal Planning Commission recommendation to Council be for the approval of Bylaw 104x-16 being a Road Closure Bylaw to close a portion of the Government Road Allowance adjoining the west boundary of NW 11-108-13-W5M for the purpose of consolidation, subject to public hearing input.

**CARRIED**

Roger Toews left the meeting at 10:18 a.m.

**5. SUBDIVISION**

- a) 29-SUB-16 William & Aganetha Martens  
(Bluehills Area South)**

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**SE 20-103-17-W5M**

**MPC-16-08-143**

**MOVED** by Beth Kappelar

That Subdivision Application 29-SUB-16 in the name of William & Aganetha Martens on SE 20-103-17-W5M be APPROVED with the following conditions:

1. This approval is for a **TYPE B** single lot subdivision, approximately 10 acres (4.05 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which shall contain, but is not limited to:
  - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
  - b) The existing pumpout discharge line shall be relocated to the south east as shown on the tentative plan drafted by the survey company Midwest Surveys File # GP-0188-16-TSB.
  - c) Provision of access to both the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense.
  - d) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2009.
  - e) **Provision of a storm water management plan. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.**
  - f) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.
  - g) Provision of utility right-of-way as required by ATCO Electric, Telus and Northern Lights Gas and others.
  - h) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.

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**i) Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**

**CARRIED**

**6. MISCELLANEOUS ITEMS**

**a) Bylaw 104x-16  
Plan Cancellation & Consolidation of Plan 122 3197,  
Block 2, Lot 4 & 5**

**MPC-16-08-144**

**MOVED** by Beth Kappelar

That the Municipal Planning Commission's recommendation to Council be for the approval of Bylaw 10x\_\_-16, being a Plan Cancellation Bylaw to cancel and consolidate Plan 122 3197, Block 2, Lots 4 and 5 into one lot, subject to the public hearing input.

**CARRIED**

**c) Bylaw 104x-16  
Land Use Bylaw amendment to add Wastewater  
Treatment Setbacks regulations to the Land Use  
Bylaw 791-10**

**MPC-16-08-145**

**MOVED** by Jacquie Bateman

That the Municipal Planning Commission recommendation to Council be to approve Bylaw 100x-15 being a Land Use Bylaw Amendment to add section 7.47.1 Wastewater Treatment Setbacks to the Land Use Bylaw 791-10, subject to public hearing input.

**CARRIED**

**d) Bylaw 104x-16  
Land Use Bylaw Amendment to revise the Definition  
of Automotive Equipment and Vehicle Services**

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**MPC-16-08-146**

**MOVED** by Jacquie Bateman

That the Municipal Planning Commission recommendation to Council be for the approval of Bylaw 104x-16 being a Land Use Bylaw Amendment to change the definition of Automotive Equipment and Vehicle Services, subject to public input.

**CARRIED**

**e) Action List**

For information.

**7. IN CAMERA**

a) None

**8. MEETING DATES**

- ❖ September 9, 2016 at 10:00 a.m. in La Crete
- ❖ September 22, 2016 at 10:00 a.m. in Fort Vermilion

**9. ADJOURNMENT**

**MPC-16-08-147**

**MOVED** by Beth Kappelar

That the Municipal Planning Commission Meeting be adjourned at 10:29 a.m.

**CARRIED**

These minutes were adopted this 9<sup>th</sup> day of September, 2016.

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John W. Driedger, Chair

**MACKENZIE COUNTY  
Municipal Planning Commission Meeting**

**Mackenzie County Office  
Fort Vermilion, AB**

**Friday, September 9, 2016 @ 8:30 a.m.**

**PRESENT:** John W. Driedger Chair, Councillor, MPC Member  
Jacquie Bateman Councillor, MPC Member  
Erick Carter Vice Chair, MPC Member  
Jack Eccles MPC Member  
Beth Kappelar MPC Member

**ADMINISTRATION:** Byron Peters Director of Planning and Development  
Liane Lambert Planner  
Caitlin Smith Development Officer/Recording Secretary

**MOTION**

**1. Call to Order**

John W. Driedger called the meeting to order at 8:27 a.m.

**2. Adoption of Agenda**

**MPC-16-09-148**

**MOVED** by Beth Kappelar

That the agenda be adopted as presented.

**CARRIED**

**3. Minutes**

**a) Adoption of Minutes**

**MPC-16-09-149**

**MOVED** by Jacquie Bateman

That the minutes of the August 18, 2016 Municipal Planning Commission meeting be adopted as presented.

**CARRIED**

**b) Business Arising from Previous Minutes**

None.

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**4. DEVELOPMENT**

**a) 176-DP-16 1448726 Alberta Ltd. – Automotive  
Equipment & Vehicle Serviced in “HC2” (La Crete)  
Plan 052 4622, Block 23, Lot 06**

**MPC-16-09-150**

**MOVED** by Beth Kappelar

That Development Permit 176-DP-16 on Plan 052 4622, Block 23, Lot 06 in the name of 1448726 Alberta Ltd. be APPROVED with the following conditions:

Failure to comply with one or more of the attached conditions shall render this permit Null and Void

1. This permit approval is for the operation of an Automotive Equipment & Vehicle Service out of the existing building.
2. This permit approval is subject to approval from the Alberta Motor Vehicle Industry Council (AMVIC). The developer is required to obtain written approval from the Alberta Motor Vehicle Industry Council regarding the proposed development prior to commencement of the development. Failure to do so shall render this permit Null and Void.
3. All conditions and requirements by the Alberta Motor Vehicle Industry Council “AMVIC” are to be met to their specifications and standards.
4. This permit may be revoked at any time if, in the opinion of the Development Officer, the proposed development has become detrimental, unsightly or otherwise incompatible with the amenities of the neighbourhood.
5. **No vehicle shall be located in such a way that it impedes visibility for vehicular and/or pedestrian traffic.**
6. The Automotive Equipment and Vehicle Services Business shall meet all Alberta Safety Code requirements and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.
7. The municipality has assigned the following address to the noted property **10201 – 99<sup>th</sup> Street**. You are required to display the address (**10201**) to be clearly legible from the street and be on a contrasting background. The minimum size of the characters shall be four inches in height.
8. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to

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installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed at the developers' expense.

9. The sign shall be located a minimum of:
  - a. 20 meters from regulatory signs, and
  - b. Not less than 1.5 meters from the curb/sidewalk.
10. **The sign shall be placed on site and is not permitted to be placed on any County lands and/or road rights-of-way.**
11. The sign shall be a minimum of 2 meters in height from the bottom of the sign above the curb/sidewalk.
12. The site and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.
13. The sign shall:
  - a. Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,
  - b. Not unduly interfere with the amenities of the district,
  - c. Not materially interfere with or affect the use, enjoyment or value of neighbouring properties, and
  - d. Not create visual or aesthetic blight.
14. Illumination of the sign must not negatively affect, nor pose a safety hazard to, an adjacent site or street.
15. Wiring and conduits of the sign must be concealed from view.
16. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
17. No construction or development is allowed on a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
18. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

**CARRIED**

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**b) 185-DP-16 Northern Lights Gas Co-op Ltd. –  
Warehouse (Office/Shop) in “HC2” ( La Crete)  
Plan 122 3197, Block 02, Lots 4&5**

Jack Eccles declared himself in conflict at 8:31 a.m. and abstained from the discussion and vote.

**MPC-16-09-151**

**MOVED** by Jacquie Bateman

That Development Permit 185-DP-16 on Plan 122 3197, Block 02, Lots 4&5 in the name of Northern Lights Gas Coop Ltd. be APPROVED with the following conditions:

Failure to comply with one or more of the attached conditions shall render this permit Null and Void

**1. Minimum building setbacks:**

- a. 9.1 meters (30 feet) front (South) yard;
- b. 3.05 meters (10 feet) side (East & West) yards;
- c. 3.05 meters (10 feet) rear (North) yard; from the property lines.

**2. Must be consolidated with adjacent lot in order to meet development requirements. Failure to do so shall render this permit Null and Void.**

**3. The Building shall meet all applicable Alberta Safety Code requirements for Commercial Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.**

4. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards.

5. The municipality has assigned the following address to the noted property **10002–110<sup>th</sup> Avenue**. You are required to display the address (**10002**) to be clearly legible from the street and be on a contrasting background. The minimum size of the characters shall be four inches in height.

6. Please provide adequate off street parking as follows: 24 public parking stalls. *“One parking space, including the driveway area, shall occupy 27.87 square meters (300 square feet).”*

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7. Building to be connected to the municipal water and sewer system and the cost of connection fees will be borne by the owner.
8. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
9. If a sign is placed on the property the sign shall be located a minimum of:
  - a. 200 meters from regulatory signs, and
  - b. 3 meters (9 feet) from the outer edge of the road or not less than 1.5 meters from the property line if on private property.
10. The sign shall be a minimum of 1.5 meters to a maximum of 2.5 meters in height above the shoulder of the road.
11. The sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.
12. The sign shall:
  - a. Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,
  - b. Not unduly interfere with the amenities of the district,
  - c. Not materially interfere with or affect the use, enjoyment or value of neighbouring properties, and
  - d. Not create visual or aesthetic blight.
13. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.
14. The total site area shall have a positive surface drainage without adversely affecting the neighbouring properties.

**CARRIED**

Jack Eccles resumed his seat at the table at 8:32 a.m.

**c) 190-DP-16 Jacob & Susan Peters – Dwelling –**

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**Single Family with Garage – Attached in “HR1A”  
(La Crete)  
Plan 102 5532, Block 36, Lot 12**

**MPC-16-09-152**

**MOVED** by Jack Eccles

That Development Permit 190-DP-16 on Plan 102 5532, Block 36, Lot 12 in the name of Jacob & Susan Peters be APPROVED with the following conditions:

1. **The front of the building shall be:**
  - a) **7.6 meters (25 feet) from the front (South) property line;**

**Minimum building setbacks for the side and rear yards are:**

- b) **1.52 meters (5 feet) rear (North) yard;**
  - c) **1.52 meters (5 feet) side (East & West) yards; from the property lines.**
2. The house shall face 108<sup>th</sup> Avenue with the garage located on the East side of the lot.
3. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall compliment the natural features and character of the site to the satisfaction of the Development Authority.
4. Where the lowest opening of the house is 25 feet from the front property line it is required to be at a minimum 4% grade above the curb level. Where the lowest opening of the house is 50 feet from the front property line it is required to be at a minimum 2% grade above the curb level.
5. Building to be connected to the Municipal water and sewer system and the cost of connection fees will be borne by the owner.
6. The Municipality has assigned the following address to the noted property (**11201 – 108<sup>th</sup> Avenue**). You are required to display the address (**11201**) to be clearly legible from the street and be on a contrasting background. The minimum size of the characters shall be four inches in height.
7. Provide adequate off street parking as follows: The minimum parking shall be 300 square feet per vehicle owned plus an additional 500 square feet for off street parking. *“One parking space, including the driveway area,*

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*shall occupy 300 square feet.”*

8. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Road/Maintenance Department for Mackenzie County at 780-928-3983. Access to be constructed to Mackenzie County standards and at the developers' expense.
9. No construction or development is allowed on a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
10. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
11. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

**CARRIED**

- d) **192-DP-16 Sunrise Transport (La Crete) Ltd. – Shop Addition in “HI2” (La Crete) Plan 052 4622, Block 23, Lot 02**

**MPC-16-09-153**

**MOVED** by Beth Kappelar

That Development Permit 192-DP-16 on Plan 052 4622, Block 23, Lot 02 in the name of Sunrise Transport (La Crete) Ltd. be APPROVED with the following conditions:

1. **The Shop Addition shall meet all Alberta Safety Code requirements for Commercial/Industrial Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.**
2. **Minimum building setbacks:**
  - a. **9.1 meters (30 feet) front (West) yard;**
  - b. **3.05 meters (10 feet) side (North & South) yards;**
  - c. **3.05 meters (10 feet) rear (East) yard; from the property lines.**

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3. **The Shop Addition shall be constructed and finished with same materials as the existing Shop.**
4. The Municipality has assigned the following address to the noted property **10305 – 99<sup>th</sup> Street**. You are required to display the address (**10305**) to be clearly legible from the street and be on a contrasting background. The minimum size of the characters shall be four inches in height.
5. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards.
6. Building to be connected to the Municipal water and sewer system and the cost of connection fees will be borne by the owner.
7. **This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed at the developers' expense.**
8. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
9. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
10. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

**CARRIED**

**5. SUBDIVISION**

- a) **37-SUB-14 Paul Driedger  
Time Extension (High Level East)**

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**SW 31-108-18-W5M**

**MPC-16-09-154**

**MOVED** by Erick Carter

That a Time Extension be GRANTED to subdivision application 37-SUB-14 in the name of Paul Driedger on SW 31-108-18-W5M. The Time Extension will expire on September 9, 2017.

**CARRIED**

**b) 30-SUB-16 Pinnacle Estates  
(La Crete)  
SW 08-106-15-W5M**

**MPC-16-09-155**

**MOVED** by Beth Kappelar

That Subdivision Application 30-SUB-16 in the name of 1880894 Alberta Ltd. on SW 8-106-15-W5M be APPROVED with the following conditions:

1. This approval is for a 19 lot subdivision, 75.656 acres (30.617 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which shall contain, but is not limited to:
  - a) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration,
  - b) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality,
  - c) Construction of an access to each lot created by the subdivision to County standards at the developers' expense,
  - d) Negotiations for easements as required by the utility companies. The developer shall be responsible for any line relocation or correction costs that occur as a result of this development. All utility lanes must be accessible. All public utility lanes shall be cleared to ground level with all tree stumps and debris removed and then landscaped. Where necessary, utility lanes shall be excavated

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or landscaped to provide drainage for the subdivision. Any excavation or landscaping of the public utility lanes shall be to engineered plans and completed prior to the installation of utilities,

- e) Provision of utilities (power, gas, telephone, etc.)  
Such utilities to be provided in a location and to a standard to be approved by the appropriate utility company and the Municipality. Written confirmation of the completed utility installation is required to be submitted to the County by each utility company prior to registration of the subdivision,
- f) Provision of municipal infrastructure (roads, drainage, landscaping) to municipal standards and in accordance with engineered plans,
- g) The developer shall provide the municipality with a site drainage and surface water management plan that outlines the following:
  - I. Drainage of internal road system.
  - II. Direction of site drainage
- h) The developer shall provide the municipality with engineered road plans, storm water management plans and utility plans for review and approval prior to construction and registration of the subdivision,
- i) Engineered sign package;
- j) All areas of the subdivision not developed by walkways, driveway or parking aprons shall be grassed and landscaped for prevention of erosion, to the satisfaction of the Development Authority,
- k) Provision of municipal reserve in the form of money in lieu of land. Specific amount is based on 10% of the subject land and on the current market value. The current market assessed value for this property is \$15,000.00 per acre. **Municipal reserve is charged at 10%, which is \$1,500.00 per subdivided acre. 3.90 acres is being provided as land in lieu, leaving 3.67 acres still owing. 3.67 acres times \$1,500.00 equals \$5,505.00.**

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- l) Security, in the form of an irrevocable letter of credit or certified cheque, in the amount of 25% of infrastructure construction cost must be submitted to the County prior to installation and construction of any permanent infrastructure,
- m) All lots shall be connected to municipal water and sewer services.
- n) Subdivision must meet ATCO Electric's conditions as follows:

The landowner/developer is cautioned not to plant trees which may subsequently grow into the power line right-of-way.

Buildings or equipment should not be located within 5.0 meters of the power line.

- o) Provision of utility right-of-way as required by Northern Lights Gas Co-op,
- p) If additional land is required to accommodate any required intersection improvement, the municipality will require the acquisition of land by the developer at the developers' cost.

**CARRIED**

- c) **31-SUB-16 Anthony Peters  
(La Crete Rural) CofT NW 35-105-15-W5M/  
Plan 132 1241, Block 01, Lot 07**

**MPC-16-09-156**

**MOVED** by Jack Eccles

That Subdivision Application 31-SUB-16 in the name of Anthony Peters on *C of T* NW 35-105-15-W5M and Plan 132 2341, Block 1, Lot 7 be APPROVED with the following conditions:

1. This approval is for a 6 lot subdivision, 23 acres (9.311 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County

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which shall contain, but is not limited to:

- a) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration,
- b) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality,
- c) Each lot shall be connected to the rural water line located on the east side of NW 35-105-15-W5M in accordance to Bylaw 909-13.
- d) Construction of an access to each lot created by the subdivision to County standards at the developers' expense,
- e) Negotiations for easements as required by the utility companies. The developer shall be responsible for any line relocation or correction costs that occur as a result of this development. All utility lanes must be accessible. All public utility lanes shall be cleared to ground level with all tree stumps and debris removed and then landscaped. Where necessary, utility lanes shall be excavated or landscaped to provide drainage for the subdivision. Any excavation or landscaping of the public utility lanes shall be to engineered plans and completed prior to the installation of utilities,
- f) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2009.
- g) Provision of utilities (power, gas, telephone, etc.) Such utilities to be provided in a location and to a standard to be approved by the appropriate utility company and the Municipality. Written confirmation of the completed utility installation is required to be submitted to the County by each utility company prior to registration of the subdivision,
- h) Provision of municipal infrastructure (roads, drainage, landscaping) to municipal standards and in accordance with engineered plans,
- i) The developer shall provide the municipality with a

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site drainage and surface water management plan that outlines the following:

- I. Drainage of internal road system.
  - II. Direction of site drainage
- j) The developer shall provide the municipality with engineered road plans, storm water management plans and utility plans for review and approval prior to construction and registration of the subdivision,
- k) Engineered sign package;
- l) All areas of the subdivision not developed by walkways, driveway or parking aprons shall be grassed and landscaped for prevention of erosion, to the satisfaction of the Development Authority,
- m) Provision of off-site levies as required by the County as follows:
- i) Subdivision Off-Site Levy (Bylaw 780-10) is imposed for the payment for all part of the capital cost for the construction and upgrade of Range Road 15-2 which serves the surrounding lands:

The levy is calculated at \$377.34 per acre.

Amount from Plan 132 2341, BI 1, Lot 7 – 0.98  
ac x \$377.34 = \$369.79

Amount from NW 35-105-15-W5M - 10.39  
acres x \$377.34 = \$3,920.56

**Total Levy = \$4,290.35**

- n) Provision of municipal reserve in the form of money in lieu of land. Specific amount is based on 10% of the subject land and on the current market value. The current market assessed value for this property is \$7,204.61 per acre. **Municipal reserve is charged at 10%, which is \$720.47 per subdivided acre. 20.82 acres times \$720.47 equals \$15,000.00.**
- o) Security, in the form of an irrevocable letter of credit or certified cheque, in the amount of 25% of

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infrastructure construction cost must be submitted to the County prior to installation and construction of any permanent infrastructure,

- p) Subdivision must meet ATCO Electric's conditions as follows:

The landowner/developer is cautioned not to plant trees which may subsequently grow into the power line right-of-way.

Buildings or equipment should not be located within 5.0 meters of the power line.

- q) Provision of utility right-of-way as required by Northern Lights Gas Co-op,
- r) If additional land is required to accommodate any required intersection improvement, the municipality will require the acquisition of land by the developer at the developers' cost.

**CARRIED**

**6. MISCELLANEOUS ITEMS**

**a) Land Use Bylaw Amendment Update**

**MPC-16-09-157**

**MOVED** by Beth Kappelar

That the Land Use Bylaw Amendment Update be received for information.

**CARRIED**

**b) Action List**

For information.

**7. IN CAMERA**

- a) None

**8. MEETING DATES**

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- ❖ September 22, 2016 at 10:00 a.m. in Fort Vermilion
- ❖ October 6, 2016 at 10:00 a.m. in La Crete
- ❖ October 20, 2016 at 10:00 a.m. in Fort Vermilion
- ❖ November 3, 2016 in La Crete
- ❖ November 24, 2016 in Fort Vermilion

**9. ADJOURNMENT**

**MPC-16-09-158**

**MOVED** by Erick Carter

That the Municipal Planning Commission Meeting be adjourned at 8:57 a.m.

**CARRIED**

These minutes were adopted this 22<sup>nd</sup> day of September, 2016.

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John W. Driedger, Chair

**MACKENZIE COUNTY  
Municipal Planning Commission Meeting**

**Mackenzie County Office  
Fort Vermilion, AB**

**Thursday, September 22, 2016 @ 10:00 a.m.**

**PRESENT:** John W. Driedger Chair, Councillor, MPC Member  
Jacquie Bateman Councillor, MPC Member  
Erick Carter Vice Chair, MPC Member  
Jack Eccles MPC Member  
Beth Kappelar MPC Member

**ADMINISTRATION:** Liane Lambert Planner  
Caitlin Smith Development Officer/Recording Secretary

**MOTION**

**1. Call to Order**

John W. Driedger called the meeting to order at 10:08 a.m.

**2. Adoption of Agenda**

**MPC-16-09-159**

**MOVED** by Beth Kappelar

That the agenda be adopted as presented.

**CARRIED**

**3. Minutes**

**a) Adoption of Minutes**

**MPC-16-09-160**

**MOVED** by Jacquie Bateman

That the minutes of the September 9, 2016 Municipal Planning Commission meeting be adopted as presented.

**CARRIED**

**b) Business Arising from Previous Minutes**

None.

**4. DEVELOPMENT**

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**a) 201-DP-16 Foothills Carpentry Ltd. -  
Tarp Shelter in "HI2" (La Crete)  
Plan 142 3831, Block 04, Lot 04**

**MPC-16-09-161**

**MOVED** by Jacquie Bateman

That Development Permit 201-DP-16 on Plan 142 3831, Block 04, Lot 04 in the name of Foothills Carpentry Ltd. be APPROVED with the following conditions:

Failure to comply with one or more of the attached conditions shall render this permit Null and Void

1. **This permit expires October 12, 2016, should the Tarp Shelter need to remain on location, please contact Mackenzie County Planning and Development Department at (780) 928-3983 for a time extension.**
2. Minimum building setbacks;
  - a) 9.1 meters (30 feet) facing 106<sup>th</sup> Avenue;
  - b) 9.1 meters (30 feet) exterior side (East) yard;
  - c) 3.1 meters (10 feet) interior side (West) yard; and
  - d) 3.1 meters (10 feet) rear (South) yard; from the property lines.
3. **The Tarp Shelter shall meet all Alberta Safety Code requirements and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.**
4. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards.
5. This permit may be revoked at any time if, in the opinion of the Development Officer, the proposed development has become detrimental, unsightly or otherwise incompatible with the amenities of the neighbourhood.
6. **This permit approval is subject to the access to the property being constructed to County standards.** PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed to Mackenzie County standards and at the developers' expense.

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7. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
8. The total site area shall have a positive surface drainage without adversely affecting the neighbouring properties.
9. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

**CARRIED**

**5. SUBDIVISION**

- a) **32-SUB-16 Margret Martens  
(Buffalo Head Area)  
NW 33-103-14-W5M**

**MPC-16-09-162**

**MOVED** by Jacquie Bateman

That Subdivision Application 32-SUB-16 in the name of Margret Martens on NW 33-103-14-W5M be APPROVED with the following conditions:

1. This approval is for a **TYPE B** single lot subdivision, approximately 10 acres (4.04 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which shall contain, but is not limited to:
  - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
  - b) Provision of access to both the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense.
  - c) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2009.

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

- d) **Provision of a storm water management plan. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.**
- e) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.
- f) Provision of utility right-of-way as required by ATCO Electric, Telus and Northern Lights Gas and others.
- g) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.
- h) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**

**CARRIED**

- b) **33-SUB-16 Robin Hill  
(Rocky Lane Area)  
SW 05-109-16-W5M & Plan 032 5292, Block 01, Lot 01**

**MPC-16-09-163**

**MOVED** by Beth Kappelar

That Subdivision Application 33-SUB-16 in the name of Robin Hill on SW 5-109-16-W5M be APPROVED with the following conditions:

1. This approval is for a **TYPE A** single lot boundary adjustment, from a 10 acre parcel to 40 acres (16.18 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which shall contain, but is not limited to:
  - a) Prior to any development on the proposed

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

subdivision, the developer shall obtain a development permit from the Municipality.

- b) Provision of access to both the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense.
- c) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2009.
- d) **Provision of a storm water management plan. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.**
- e) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.
- f) Provision of utility right-of-way as required by ATCO Electric, Telus and Northern Lights Gas and others.
- g) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.
- h) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**

**CARRIED**

**6. MISCELLANEOUS ITEMS**

- a) **Bylaw 10XX-16 Land Use Bylaw Amendment to Rezone Part of NW 13-106-15-W5M from Agricultural "A" to Country Recreational "CR" (La Crete Rural)**

**MPC-16-09-164**

**MOVED** by Jack Eccles

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

That the Municipal Planning Commission recommend to Council to approve Bylaw 10XX-16 being a Land Use Bylaw Amendment to rezone Part of NW 13-106-15-W5M from Agricultural "A" to Country Recreational "CR" for the purpose of a Multi-lot subdivision, subject to public hearing input.

**CARRIED**

**b) Action List**

For information.

**7. IN CAMERA**

a) None

**8. MEETING DATES**

- ❖ October 6, 2016 at 10:00 a.m. in La Crete
- ❖ October 20, 2016 at 10:00 a.m. in Fort Vermilion
- ❖ November 3, 2016 in La Crete
- ❖ November 24, 2016 in Fort Vermilion

**9. ADJOURNMENT**

**MPC-16-09-165**

**MOVED** by Erick Carter

That the Municipal Planning Commission Meeting be adjourned at 10:24 a.m.

**CARRIED**

These minutes were adopted this 6<sup>th</sup> day of October, 2016.

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John W. Driedger, Chair



Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>October 11, 2016</b>
<b>Presented By:</b>	<b>Len Racher, Chief Administrative Officer</b>
<b>Title:</b>	<b>CAO Report</b>

**BACKGROUND / PROPOSAL:**

The CAO and Director reports for September, 2016 are attached for information.

**OPTIONS & BENEFITS:**

**COSTS & SOURCE OF FUNDING:**

**SUSTAINABILITY PLAN:**

**COMMUNICATION:**

**RECOMMENDED ACTION:**

- Simple Majority       Requires 2/3       Requires Unanimous

That the CAO report for September, 2016 be received for information.

Author: C. Gabriel      Reviewed by: \_\_\_\_\_      CAO: \_\_\_\_\_



# MONTHLY REPORT OF THE CHIEF ADMINISTRATIVE OFFICER

Len Racher, CAO

## Daily Activities Log for September

Date	Comments
September 13	Council
September 14	Ag Rap up, Finance Committee
September 20/23	AFPA Conference Jasper
September 27	COW/Managers Meeting
September 28	Council
September 30	Meeting with Knelsen and LaCrete Sawmills/ ASB meeting

Respectfully,

Len Racher  
Chief Administrative Officer

## MONTHLY REPORT TO THE CAO

For the Month of September

**From:** David Fehr  
Director of Facilities and Operations (South)

### Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Drainage	Finished	Fix drainage issue on Highway 88 connector
Mulching	Oct 15/2016	Contractor tentatively plans to finish mulching at the intersection by the Heritage by October 08 2016
The sand and salt for 2016/2017 winter	October 29/2016	Salt to arrive on by October 07 with sand to start arriving by October 10 .

Projects	Timeline	Comments
Gravel on new roads	ongoing	3 ½ miles of new roads have been inspected and approved
Bridge file #78103 Buffalo Head Prairie .	Oct 30	New road has been built and bridge has been removed. Waiting for legal land survey to complete the project.
New Road Infrastructure	ongoing	½ mile of new road under construction ½ mile of new road in application stage

Respectfully,

David Fehr  
Director of Facilities and Operations (South)

## MONTHLY REPORT TO THE CAO

For the Month of September 2016

From: Ron Pelensky  
 Director of Community Services and Operations

Program/Activity/Project	Timeline	Comments
Road Maintenance	Ongoing	Regular road maintenance. FV Crew finishing regravelling program with two trucks.
Dogs	Ongoing	One dog picked up
Bylaw	Ongoing	Dealt with one back alley issue, dealing with La Crete hamlet garbage issues. Dog Patrols at Rocky Lane School Placed advertising signs for School zones
Emergency/Disaster Service	Ongoing	Don Roberts preparing for Emergency disaster in house exercise. Attended Rainbow Lakes and Oilfields Chinchaga River live emergency exercises
Health and Safety	Ongoing	Completed on site inspections on staff and contractors Dealt with four county incidents.
Peace Officer	Ongoing	No peace officer patrols due to Rainbow lake officer on holidays. Patrols to start in November
Fire Department	Ongoing	<b>Fort Vermilion</b> Responded to 2 Motor Vehicle accident, 4 Medical Assists, 1 powerline fire, 1 tractor fire, 1 outdoor fire, 1 fire alarm, 1 La Crete assist <b>La Crete</b> responded to 5 Medical Assists, 3 Motor Vehicle Collision, 1 grain dryer fire, 1 semi truck fire, 3 Fire Alarms, 2 FV assists <b>Zama</b> no calls
Fire Department Training	Ongoing	Regular practices held. La Crete & FV & Zama In house firefighter training for : ladder training, pump operations, Vehicle extraication

Zama Public Works	Ongoing	Regraveled first 3 km of Zama access road
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**Capital Projects**

Snow Plow Truck	Sept	Project awarded to Prairie Hydraulics
Road Regraveling Project	Sept	Completed
Purchase 3 Graders	Sept	Completed
Hutch Lake & Machesis Campground	Sept	Constructed Hutch Lake caretaker site. Machesis Lake horse camping is 99% complete.
Bridge Campground	Sept	Hired a archaeological firm, Tree Time Services to complete the study
FV 43 <sup>rd</sup> Ave Paving	Sept	Project Awarded to Knelsen Sand and Gravel Construction planned for Oct.
FV 45 Ave Cul-de-sac Paving	Sept	Project awarded to Knelsen Sand and Gravel Construction planned for Oct.
Store Road Reconstruction	Sept	WSP engineers prepared grade plan Construction 2.5 miles with hired equipment off County hired equipment list. Working on the last 0.5km.
Heliport Road – oil dust control	Sept	Oil Dust control completed.
Fire Department Radios	Sept	Vector and Motorola has resolved pager issues. Radio system is complete
Shoulder Pull	Sept	Rebuilt Blumenort rd east, repairing Foggy Tower road.
Oil Recycling Facilities	Sept	Buildings are set up, need to change signing and some minor repairs before using
Fort Vermilion Sand/Salt shed	Sept	Project awarded to Alpine builders. Construction to happen in 2017
Fort Vermilion Shop extension	Sept	Awarded to Alpine Builders. Construction is 70% complete.

**Personnel Update:**

One grader operator position off on long term disability. Second grader operator position returned from short term disability.

**Other Comments:**

## REPORT TO THE AGRICULTURAL SERVICE BOARD

August, 2016

From: Grant Smith  
Agricultural Fieldman

### Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Roadside Spraying	2016	Roadside spraying commenced June 10 <sup>th</sup> , completion date was July 10 <sup>th</sup> . All roads north of the peace river were sprayed.
Roadside Mowing	2016	Mowing commenced July 11 <sup>th</sup> . All county roads are mowed. North of the peace river will receive a single pass cut, south of the peace will receive a full width cut. Completion date is August 15 <sup>th</sup> .
Weed Inspections	2016	Weed notices have been issued to Alberta Transportation for Canada Thistle and Perennial Sow Thistle along hwy's 58, 88 & 697.
Clubroot of Canola & Fusarium Grameniarum Inspections	2016	As per our recently implemented policies field inspections will be carried out in late August/ September.
Ag Fair & Tradeshow	2016	The 2016 Ag Fair was a huge success. Very good crowd turnout. Excellent feedback on the parade and carshow. The wrap up meeting is scheduled for Sept 14 <sup>th</sup> .
Wolf Bounty	2016	We've received six wolf carcasses as of October 3 <sup>rd</sup> . Three from Zama, one from Rainbow, two from La Crete.

### Capital Projects

Projects	Timeline	Comments
Erosion Repairs	2016	Outback Ventures of La Crete has been selected to do the erosion repairs identified in the RFP. Completion date is October 31 <sup>st</sup> .
Blue Hills Erosion Repair	Spring 2016	The original approved bid amount of \$187,000 has been submitted to Northern Roadbuilders. The overage amount of \$35,000 will be

		decided upon after spring runoff as quantities will be measured then. WSP has surveyed and measured quantities. Northern Roadbuilders hasn't completed their survey. This should be done before September 30 <sup>th</sup> .
Buffalo Head/Steephill Flood Control Project	2016	A meeting was held in La Crete on September 6 <sup>th</sup> . The scope of the project has been changed to include road building and eliminating the retention pond. This will assist in obtaining the approval under the Water Act and with easement difficulties. Updated plans should be available by September 30 <sup>th</sup> .

**Personnel Update:**

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**Other Comments:**

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## MONTHLY REPORT TO THE CAO

For the month of September, 2016

From: Byron Peters  
Director of Planning & Development

### Strategic Priorities for Planning & Development

Program/Activity/Project	Timeline	Comments
Land Use Framework	TBA	Waiting for province to initiate the actual LUF process for the LPRP. Province has initiated the process internally, no idea when they will formally begin the process and begin consultation.
Community Infrastructure Master Plans	Summer 2016	Final copies of all drafts have been received. MPE has started offsite levy review.
La Crete & Fort Vermilion Design Guidelines & Economic Development Strategy	May 2016	Completed. Now transitioning to an implementation stage.

### Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Community Investment Readiness package	Fall 2016	REDI is finally moving forward and as a value add to our ec dev strategy we will be provided with profiles.
Economic Development Strategy	ongoing	Continue to do some visitations. Working on a outline for the community business fund.

### Capital Projects

Projects	Timeline	Comments
Rural Addressing	2016	Sign installation is nearly complete. Contractor ran into sign supply problems from the manufacturer, which is what caused most of the delay and seemingly random placement of signs. Current expectation/goal is that the project will be 99% complete by end of October, and that it will officially 'go

		live' for emeregency purposes.
Aerial Photos	2016	Data delivered. Project complete.
Land Use Bylaw review	2016	First phase public consultation is complete. Next phase is scheduled for November.
Airport Planning	2016	WSP has finished the draft airport plans, which include next steps recommendations. PAPI lights should be ready to turn on any day/week.

**Personnel Update:**

All positions are currently filled, and I believe a syrong team is currently in place.

**Other Comments:**

Caribou is addressed under it's own RFD/update.

Development numbers (builds, subdivisions, lots) are well behind where they were last year at this time. A statistics update will be provided at the next council meeting. There has been a significant increase in bylaw amendment applications.

We also receive far more requests for development history searches as contaminated land is continues to be a growing concern for lenders/insurers/developers. There is also increasingly more requests for review, comment, etc. for more and more utility development. Land and lease acquisitions from the province also continue to get more complex. So although the statsctics indicate that it's been a slow year, it's been a very busy year for the department.

# MONTHLY REPORT TO THE CAO

For the month of September 2016

From: Peng Tian  
Director of Finance

## Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Bursary Policy	September 30, 2016	The Bursary Policy was amended in September 2016. The deadline to receive required documentation for bursary payment will be September 30th of the year the bursary is awarded.
Street Light Replacement Reserve	September 30, 2016	Street Light Replacement Reserve Policy was established in September. This policy is to provide funding for the street light replacement in the future.
Purchase of Membership Shares	September 30, 2016	Purchase of the membership shares from La Crete Co-op was completed in September 2016.
2017 Operating Budget Preparation	September 30, 2016	2017 operating budget numbers were entered into Questica and Diamond in September 2016.

## Capital Projects

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## Personnel Update:

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## Other Comments:

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## **REPORT TO THE CAO**

For the Month of September, 2016

From: Carol Gabriel  
Interim CAO (September 1–13, 2016)  
Director of Legislative & Support Services

### **Meetings Attended**

- 2016-09-01 Local Assessment Review Board Hearings
- 2016-09-09 Special Council Meeting (CAO Appointment)
- 2016-09-23 Office Safety Meeting
- 2016-09-27 Committee of the Whole Meeting
- 2016-09-28 Regular Council Meeting
- Various other individual or departmental meetings.

### **Council**

- Member at Large positions were advertised with a deadline of October 7, 2016. The appointments to the Boreal Housing Foundation will be made at the October 11, 2016 Council meeting and the remaining appointments will be made at the Organizational Meeting on October 25<sup>th</sup>.

### **Assessment Appeals**

- Four appeals were heard by the Local Assessment Review Board (LARB) on September 1, 2016. One was withdrawn, one was reduced and the other two remained the same.
- Three appeals will be heard by the Composite Assessment Review Board (CARB) hearings have been scheduled for October 27, 2016 and one appeal is scheduled to be heard on November 24, 2016.

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

- Released the fall issue of the County Image during the week of September 12<sup>th</sup>.
- Upcoming review of the Three-Year Business Plan (to be approved in January/February 2017)

### **Citizen Engagement:**

- Various postings on the County's website and Facebook page regarding Request for Proposals, Tenders, development permits, meetings, etc.
- IT personnel have setup an online email marketing solution through Mail Chimp for ratepayers to sign up to receive the County Image and other notices electronically. Information will be posted online and advertised through Facebook by the end of October and in the next issue of the County Image. Our goal is to go paperless within the next year which will save us money on paper, copy charges, postage fees, etc.

**Records Management:**

- 

**Human Resources:**

- The first phase of the HR/Payroll Module installation called REACH has been completed. Employees received their first electronic payroll statement at the end of September. Councillors will also be receiving their payroll statements by email.

**Events:**

- The 8<sup>th</sup> annual Mackenzie Regional Charity Golf tournament was held on September 7, 2016. Reconciliation process is in the works and the presentation of funds to the charities is anticipated for early November at the Tri-Council meeting.

**Miscellaneous:**

- Ongoing updates to the County website
- Ongoing updates to the County Facebook page regarding upcoming events, etc.
- Preparing for various meetings, including council, budget planning, etc.
- Various communication with legal regarding AUPE negotiations
- Vacation from September 12 – 20, 2016.

## MONTHLY REPORT TO THE CAO

For the Month of September 2016

**From:** Fred Wiebe  
Director of Utilities

### Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Water Distribution and Wastewater Collection Maintenance	Sept/16	- Most sewer flushing complete and hydrant flushing complete.
Strategic Priorities	Nov/16	Hamlet Easement Strategy – coming back with more details and recommendations.

### Capital Projects

Projects	Timeline	Comments
Master Meters	Sept/16	Complete.
FV- Hydrant Replacement	July/16	Complete.
FV-Frozen Water Service Repairs	Nov/16	Quotes received, meeting with contractor onsite and hoping to complete 5-10 services in 2016.
FV-Raw Water Truckfill Upgrade	Complete	Treated truckfill has been piped to east side of building for non-potable use.
LC-Raw Water Truckfill Upgrade	Complete	Deficiencies are corrected and just require O&M documentation.
LC- Lagoon Upgrade	Oct/16	Seeding complete and 1 year inspection being scheduled within the next month.
LC- Main Lift Station Repair/Upgrade	Complete	Concrete island for rv fill that had to be removed needs to be replaced after ground settlement.
LC- Sanitary Sewer Main Upgrade	Oct/16	Project complete but some deficiencies that require repairs.

FV- 48 <sup>th</sup> Ave Water Services	Complete	Complete.
Rural Potable Water Infrastructure	Jan/17	As of Oct 5/16, water line is completely installed and passed bacti and pressure tests. Concrete walls for the reservoirs of each truckfill are near completion on upper reservoir walls. FV truckfill has parking pad and approaches complete.
FV- Dechlorination	Complete	Dechlorination equipment is installed, tested and working.
FV- Lagoon Desludge	Oct/16	Contractor scheduled to start work on Oct 7, 2016. 3 week and 48 hour notices have been given.
LC- Paving Raw Water Fill	Sept/16	Done in conjunction with 94 <sup>th</sup> ave road improvement.
FV- Paving FV WTP	Sept/16	Done in conjunction with the street improvements in FV. Atco pole has been moved out of traffic area.
LC,FV,ZA- Exhaust Thimbles	Oct/16	Engineered drawings received, reviewed and being sent for quotes.
FV- Filter Media Replacement	Complete	Both filters have media replaced and are performing well.

**Personnel Update:**

Currently receiving applications for Senior Utility Officer in Zama as Bill Lindsay has given his resignation letter, but is willing to stay on until we fill the position.

**Other Comments:**

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Respectfully submitted,

Fred Wiebe  
 Director of Utilities  
 Mackenzie County



Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>October 11, 2016</b>
<b>Presented By:</b>	<b>Byron Peters, Director of Planning &amp; Development</b>
<b>Title:</b>	<b>PUBLIC HEARING Bylaw 1046-16 Land Use Bylaw Amendment to Add Wastewater Treatment Setbacks Regulations to the Land Use Bylaw 791-10</b>

## **BACKGROUND / PROPOSAL:**

On September 13, 2016 first reading was given for Bylaw 1046-16 being a Land Use Bylaw Amendment to add Wastewater Treatment Setback Regulations to the Land Use Bylaw 791-10 with amendments.

Those amendments have been completed and this bylaw is now being presented for a Public Hearing.

Mackenzie County's administration was asked to amend the Land Use Bylaw to clarify the definition of Automotive Equipment and Vehicle Services and to include the Lagoon Setback requirements as defined by the *Subdivision and Development Regulations*.

This bylaw is being presented for the amendment of the Sewage Lagoon Setbacks.

In section 12 of the *Subdivision and Development Regulations* it specifies certain distances that development must maintain from the vicinity of a wastewater treatment facility.

Nowhere in the current Land Use Bylaw are these regulations mentioned aside from a standard clause in section 1.6 which states:

1.6 **OTHER LEGISLATION AND BYLAW REQUIRMENTS**

*(a) Nothing in this BYLAW affects the duty or obligation of a person to obtain a DEVELOPMENT PERMIT as required by this BYLAW or to obtain any other permit, license or other authorization required by this or any other BYLAW.*

**Author:** L. Lambert      **Reviewed by:** \_\_\_\_\_      **CAO:** CG



**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

**Motion 1**

That second reading be given to Bylaw 1046-16 being a Land Use Bylaw Amendment to Add Section 7.47.1 Wastewater Treatment Setbacks to the Land Use Bylaw 791-10.

Simple Majority       Requires 2/3       Requires Unanimous

**Motion 2**

That third reading be given to Bylaw 1046-16 being a Land Use Bylaw Amendment to Add Section 7.47.1 Wastewater Treatment Setbacks to the Land Use Bylaw 791-10.

**Author:** L. Lambert      **Reviewed by:** \_\_\_\_\_      **CAO:** \_\_\_\_\_



**Mackenzie County**

**PUBLIC HEARING FOR LAND USE BYLAW AMENDMENT**

**BYLAW 1046-16**

**Order of Presentation**

\_\_\_\_\_ This Public Hearing will now come to order at \_\_\_\_\_.

\_\_\_\_\_ Was the Public Hearing properly advertised?

\_\_\_\_\_ Will the Development Authority \_\_\_\_\_, please outline the proposed Land Use Bylaw Amendment and present his submission.

\_\_\_\_\_ Does the Council have any questions of the proposed Land Use Bylaw Amendment?

\_\_\_\_\_ Were any submissions received in regards to the proposed Land Use Bylaw Amendment? *If yes, please read them.*

\_\_\_\_\_ Is there anyone present who would like to speak in regards of the proposed Land Use Bylaw Amendment?

\_\_\_\_\_ If YES: Does the Council have any questions of the person(s) making their presentation?

\_\_\_\_\_ This Hearing is now closed at \_\_\_\_\_.

**REMARKS/COMMENTS:**

**BYLAW NO. 1046-16**  
**BEING A BYLAW OF**  
**MACKENZIE COUNTY**  
**IN THE PROVINCE OF ALBERTA**

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

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

**WHEREAS**, Mackenzie County has adopted the Mackenzie County Land Use Bylaw in 2011, and

**WHEREAS**, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to amend the Mackenzie County Land Use Bylaw by adding setbacks regulations for wastewater treatment.

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

1. That the Mackenzie County Land Use Bylaw Section 7 be amended with the following addition:

Section 7.47.1      Wastewater Treatment Setbacks  
All setbacks shall comply with the *Subdivision and Development Regulations*.

Schools, hospital, food establishments, residential development and any commercial development that sells or distributes food and/or provides lodging shall not be located within 300 meters of the working area of an operating waste treatment plant.

“**working area**” means those areas of a parcel of land that are currently being used or will be used for the processing of wastewater.

Further clarification can be found in the *Subdivision and Development Regulations*, section 12.

READ a first time this 13<sup>th</sup> day of September, 2016.

PUBLIC HEARING held this \_\_\_\_ day of \_\_\_\_\_, 2016.

READ a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

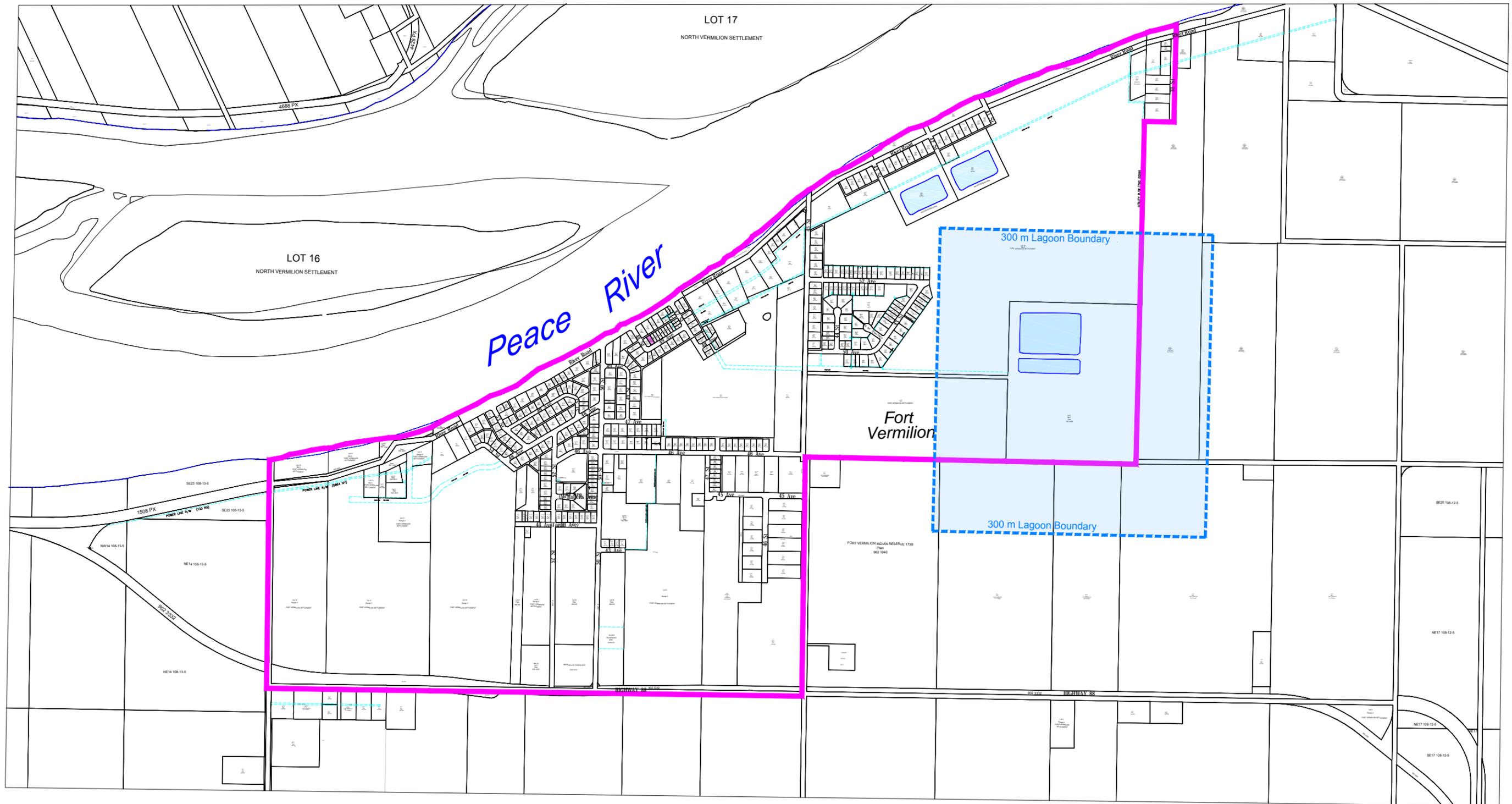
READ a third time and finally passed this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

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Bill Neufeld  
Reeve

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Len Racher  
Chief Administrative Officer



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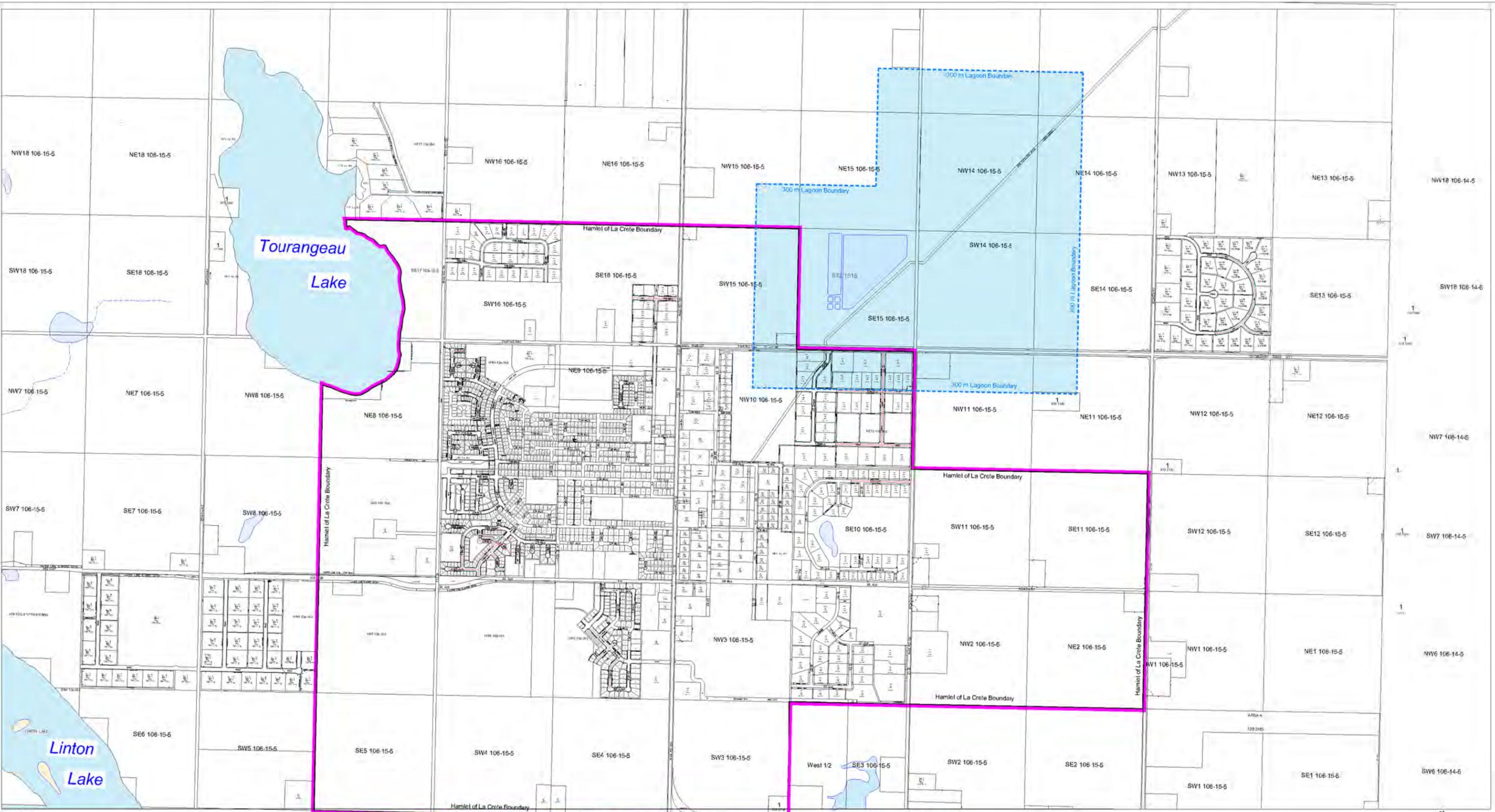
Hamlet of  
 Fort Vermilion  
 2016  
 Cadastral Base Map



Not To Scale

10 Degree Transverse Mercator Projection, 115 Degree Central Meridian, NAD 83 Datum





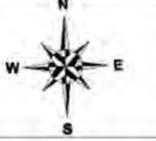
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**Hamlet of La Crete  
 2016  
 Cadastral Base Map**



Mackenzie County  
 10 Degree Transverse Mercator Projection, 115 Degree Central Meridian, NAD 83 Datum  
 Not To Scale







**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>October 11, 2016</b>
<b>Presented By:</b>	<b>Byron Peters, Director of Planning &amp; Development</b>
<b>Title:</b>	<b>PUBLIC HEARING Bylaw 1047-16 Land Use Bylaw Amendment to Revise the Definition of Automotive Equipment and Vehicle Services</b>

## BACKGROUND / PROPOSAL:

On September 13, 2016 first reading was given for Bylaw 1047-16 being a Land Use Bylaw Amendment to change the definition of Automotive Equipment and Vehicle Services, and place the new definitions within the appropriate districts, subject to public hearing input.

Mackenzie County’s administration was asked to amend the Land Use Bylaw to clarify the definition of Automotive Equipment and Vehicle Services and to include the Lagoon Setback requirements as defined by the *Subdivision and Development Regulations*.

This bylaw is being presented for the amendment of Automotive Equipment and Vehicle Services only.

The current definition in the Land Use Bylaw for Automotive Services is very vague, and allows a large variety of commercial type development within areas that may not be desirable.

**“AUTOMOTIVE EQUIPMENT AND VEHICLE SERVICES ”** means DEVELOPMENT used for the rental, lease, sale, storage, service, restoration and/or mechanical repair of automobiles, trucks, trailers, motorcycles, snowmobiles, boats and recreation vehicles. Uses would also include transmission shops, muffler shops, auto body paint and repair facilities, highway service stations and fleet services involving vehicles for the delivery of people, goods and services.

Administration recommends that the definition “AUTOMOTIVE EQUIPMENT AND VEHICLE SERVICES” be replaced with the following:

**AUTOMOTIVE & EQUIPMENT REPAIR, MINOR** means a development used for the servicing and mechanical repair of automobiles, light trucks, utility vehicles,

**Author:** L. Lambert      **Reviewed by:** B Peters      **CAO:** \_\_\_\_\_

*motorcycles, snowmobiles, and similar vehicles and the sale, installation or servicing of related accessories and parts. This includes transmission shops, muffler shops, tire shops, automotive glass shops, and upholstery shops. Minor Automotive and Equipment Repair facilities may operate a Minor Vehicle Wash as an accessory use.*

***AUTOMOTIVE & EQUIPMENT REPAIR, MAJOR*** means the servicing, mechanical and body repair of automobiles, trucks, farm machinery, recreational vehicles and heavy equipment, and the sale, installation, servicing or storage of related accessories and parts. This includes truck, heavy equipment shops, body shops, and recreational vehicle repair shops.

Bylaw 104x-16 was presented to the Municipal Planning Commission on August 18, 2016 where they made the following motion:

**MPC-16-08-146**

**MOVED** by Jacquie Bateman

*That the Municipal Planning Commission recommendation to Council be for the approval of Bylaw 104x-16 being a Land Use Bylaw Amendment to change the definition of Automotive Equipment and Vehicle Services, subject to public input.*

**CARRIED**

**OPTIONS & BENEFITS:**

This will allow for clarification and placement of commercial or industrial type automotive services. And ensure that industrial type development is not allowed adjacent to residential development.

**COSTS & SOURCE OF FUNDING:**

Advertising costs will come from the Planning and Development Operating budget.

**SUSTAINABILITY PLAN:**

The Sustainability Plan does not directly address zoning intention in the County. As such, the proposed land use bylaw amendment neither supports nor contradicts the Sustainability Plan.

**COMMUNICATION:**

The bylaw amendment was advertised as per MGA requirements.

**Author:** L. Lambert      **Reviewed by:** B Peters      **CAO:** \_\_\_\_\_

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

**Motion 1**

That second reading be given to Bylaw 1047-16 being a Land Use Bylaw Amendment to change the definition of Automotive Equipment and Vehicle Services, and place the new definitions within the appropriate districts.

Simple Majority       Requires 2/3       Requires Unanimous

**Motion 2**

That third reading be given to Bylaw 1047-16 being a Land Use Bylaw Amendment to change the definition of Automotive Equipment and Vehicle Services, and place the new definitions within the appropriate districts.

**Author:** L. Lambert      **Reviewed by:** B Peters      **CAO:** \_\_\_\_\_

**Mackenzie County**

**PUBLIC HEARING FOR LAND USE BYLAW AMENDMENT**

**BYLAW 1047-16**

**Order of Presentation**

\_\_\_\_\_ This Public Hearing will now come to order at \_\_\_\_\_.

\_\_\_\_\_ Was the Public Hearing properly advertised?

\_\_\_\_\_ Will the Development Authority \_\_\_\_\_, please outline the proposed Land Use Bylaw Amendment and present his submission.

\_\_\_\_\_ Does the Council have any questions of the proposed Land Use Bylaw Amendment?

\_\_\_\_\_ Were any submissions received in regards to the proposed Land Use Bylaw Amendment? *If yes, please read them.*

\_\_\_\_\_ Is there anyone present who would like to speak in regards of the proposed Land Use Bylaw Amendment?

\_\_\_\_\_ If YES: Does the Council have any questions of the person(s) making their presentation?

\_\_\_\_\_ This Hearing is now closed at \_\_\_\_\_.

**REMARKS/COMMENTS:**

**BYLAW NO. 1047-16**  
**BEING A BYLAW OF**  
**MACKENZIE COUNTY**  
**IN THE PROVINCE OF ALBERTA**

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

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

**WHEREAS**, Mackenzie County has adopted the Mackenzie County Land Use Bylaw in 2011, and

**WHEREAS**, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to amend the Mackenzie County Land Use Bylaw by amending the definition of automotive equipment and vehicle services and adding the new definitions into the appropriate zoning district in order to eliminate conflict areas.

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

1. That the Mackenzie County Land Use Bylaw Section 3.3 be amended with the following addition:

**REPLACE**

***“AUTOMOTIVE EQUIPMENT AND VEHICLE SERVICES ” means DEVELOPMENT used for the rental, lease, sale, storage, service, restoration and/or mechanical repair of automobiles, trucks, trailers, motorcycles, snowmobiles, boats and recreation vehicles. Uses would also include transmission shops, muffler shops, auto body paint and repair facilities, highway service stations and fleet services involving vehicles for the delivery of people, goods and services***

**WITH**

***“AUTOMOTIVE & EQUIPMENT REPAIR, MINOR” means a development used for the servicing and mechanical repair of automobiles, light trucks, utility vehicles, motorcycles, snowmobiles, and similar vehicles and the sale, installation or servicing of related accessories and parts. This includes transmission shops, muffler shops, tire shops, automotive glass shops, and upholstery shops. Minor Automotive and Equipment Repair facilities may operate a Minor Vehicle Wash as an accessory use.***

***“AUTOMOTIVE & EQUIPMENT REPAIR, MAJOR”*** means the servicing, mechanical and body repair of automobiles, trucks, farm machinery, recreational vehicles and heavy equipment, and the sale, installation, servicing or storage of related accessories and parts. This includes truck, heavy equipment shops, body shops, and recreational vehicle repair shops.

2. That the Mackenzie County Land Use Bylaw Section 8 be revised to include:

**8.1 AGRICULTURAL “A”**

Add to Discretionary Uses – “Automotive Equipment and Vehicle Services, Major”

**8.2 AIRPORT DISTRICT “AP”**

Add to Discretionary Uses - “Automotive Equipment and Vehicle Services, Minor”

**8.5 FORT VERMILION HAMLET COMMERCIAL CENTRE DISTRICT “HCC1”**

Add to Discretionary Uses - “Automotive Equipment and Vehicle Services, Minor”

**8.6 FORT VERMILION HIGHWAY COMMERCIAL DISTRICT “HC1”**

Add to Discretionary Uses - “Automotive Equipment and Vehicle Services, Minor”

**8.10 HAMLET INDUSTRIAL “HI1”**

Add to Permitted Uses - “Automotive Equipment and Vehicle Services, Minor”

Add to Discretionary Uses - “Automotive Equipment and Vehicle Services, Major”

**8.11 HAMLET INDUSTRIAL 2 “HI2”**

Add to Permitted Uses - “Automotive Equipment and Vehicle Services, Minor”

Add to Discretionary Uses - “Automotive Equipment and Vehicle Services, Major”

**8.17 LA CRETE GENERAL COMMERCIAL DISTRICT “GC1”**

Add to Discretionary Uses - “Automotive Equipment and Vehicle Services, Minor”

**8.18 LA CRETE GENERAL COMMERCIAL DISTRICT “GC2”**

Add to Discretionary Uses - “Automotive Equipment and Vehicle Services, Minor”

**8.30 RURAL LIGHT INDUSTRIAL DISTRICT “R11”**

Add to Discretionary Uses – “Automotive Equipment and Vehicle Services, Minor” & “Automotive Equipment and Vehicle Services, Major”

**8.30 RURAL GENERAL INDUSTRIAL DISTRICT “R12”**

Add to Discretionary Uses – “Automotive Equipment and Vehicle Services, Minor” & “Automotive Equipment and Vehicle Services, Major”

**8.33 ZAMA CITY INDUSTRIAL “ZI”**

Add to Discretionary Uses - “Automotive Equipment and Vehicle Services, Major”

**8.33 ZAMA CITY MIXED USE “ZMU”**

Add to Discretionary Uses - “Automotive Equipment and Vehicle Services, Minor”

READ a first time this 13<sup>th</sup> day of September, 2016.

PUBLIC HEARING held this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

READ a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

READ a third time and finally passed this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

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Bill Neufeld  
Reeve

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Len Racher  
Chief Administrative Officer



Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>October 11, 2016</b>
<b>Presented By:</b>	<b>Byron Peters, Director of Planning &amp; Development</b>
<b>Title:</b>	<b>PUBLIC HEARING Bylaw 1048-16 Plan Cancellation &amp; Consolidation of Plan 122 3197, Block 2, Lot 4 &amp; 5</b>

## BACKGROUND / PROPOSAL:

On September 13, 2016 first reading was given for Bylaw 1048-16 being a being a Plan Cancellation Bylaw to cancel and consolidate Plan 122 3197, Block 2, Lots 4 and 5 into one lot, subject to the public hearing input.

Administration has received a request to consolidate two lots within the Hamlet of La Crete for the purpose of development.

The two proposed lots are within the La Crete Hamlet Commercial District “HC2” on the north end of the hamlet. The applicant would like to construct a new shop/office building for the local natural gas supplier. The shop will be of a substantial size (approx.10,000 sq. feet) and requires a large space for both the building and parking. The development will access off of 110<sup>th</sup> Ave and will have a nice office façade facing 100<sup>th</sup> Street. Due to the large size of the proposed development the applicant needs to amalgamate the two lots together as the building will be crossing the middle property line.

Bylaw 104x-16 was presented to the Municipal Planning Commission on August 18, 2016 where they made the following motion:

**MPC-16-08-144**                      **MOVED** by Beth Kappelar

*That the Municipal Planning Commission’s recommendation to Council be for the approval of Bylaw 10x\_\_-16, being a Plan Cancellation Bylaw to cancel and consolidate Plan 122 3197, Block 2, Lots 4 and 5 into one lot, subject to the public hearing input.*

**CARRIED**

**Author:**   L. Lambert                        **Reviewed by:** \_\_\_\_\_ **CAO:** \_\_\_\_\_

**OPTIONS & BENEFITS:**

New development is always encouraged in the hamlets, and this proposed development meets the all the land use regulations aside from crossing the property line. The Planning Department has no issues or concerns with this proposal to consolidate the two lots.

Consolidation of lots can be completed by Bylaw or by registration of a consolidation plan. The applicant chose the Bylaw option as it is less costly

**COSTS & SOURCE OF FUNDING:**

All cost the responsibility of the applicant.

**SUSTAINABILITY PLAN:**

The Sustainability Plan does not address plan cancelations and consolidations in the Municipality. As such, the proposed land use bylaw amendment neither supports nor contradicts the Sustainability Plan.

**COMMUNICATION:**

The bylaw will be advertised as per Municipal Government Act requirements as well as all adjacent landowners

**RECOMMENDED ACTION:**

- Simple Majority       Requires 2/3       Requires Unanimous

Motion 1

That second reading be given to Bylaw 1048-16, being a Plan Cancellation Bylaw to cancel and consolidate Plan 122 3197, Block 2, Lots 4 and 5 into one lot.

- Simple Majority       Requires 2/3       Requires Unanimous

Motion 2

That third reading be given to Bylaw 1048-16, being a Plan Cancellation Bylaw to cancel and consolidate Plan 122 3197, Block 2, Lots 4 and 5 into one lot.

Author: \_\_\_\_\_ Reviewed by: \_\_\_\_\_ CAO: \_\_\_\_\_

**Mackenzie County**

**PUBLIC HEARING FOR LAND USE BYLAW AMENDMENT**

**BYLAW 1048-16**

**Order of Presentation**

\_\_\_\_\_ This Public Hearing will now come to order at \_\_\_\_\_.

\_\_\_\_\_ Was the Public Hearing properly advertised?

\_\_\_\_\_ Will the Development Authority \_\_\_\_\_, please outline the proposed Land Use Bylaw Amendment and present his submission.

\_\_\_\_\_ Does the Council have any questions of the proposed Land Use Bylaw Amendment?

\_\_\_\_\_ Were any submissions received in regards to the proposed Land Use Bylaw Amendment? *If yes, please read them.*

\_\_\_\_\_ Is there anyone present who would like to speak in regards of the proposed Land Use Bylaw Amendment?

\_\_\_\_\_ If YES: Does the Council have any questions of the person(s) making their presentation?

\_\_\_\_\_ This Hearing is now closed at \_\_\_\_\_.

**REMARKS/COMMENTS:**

**BYLAW NO. 1048-16**  
**BEING A BYLAW OF**  
**MACKENZIE COUNTY**  
**IN THE PROVINCE OF ALBERTA**

**FOR THE PURPOSE OF A PLAN CANCELATION AND CONSOLIDATION**  
**IN ACCORDANCE WITH SECTION 658**  
**OF THE MUNICIPAL GOVERNMENT ACT,**  
**CHAPTER M-26, REVISED STATUTES OF ALBERTA 2000**

**WHEREAS**, notice of intention of the Council to pass a bylaw will be published in a locally circulated newspaper in accordance with the Municipal Government Act, and

**WHEREAS**, Council of Mackenzie County has determined that a portion of a subdivision, as outlined in Schedule "A" hereto attached, be subject to cancellation, and

**WHEREAS**, Northern Lights Gas Co-op Ltd., being the registered owner of Plan 122 3197, Block 2, Lots 4 and 5, have requested that the lands be consolidated; and

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

1. That Subdivision Plan 122 3197, Block 2, Lots 4 and 5 as outlined in Schedule "A" hereto attached, are hereby cancelled in full and shall be consolidated as Lot 11.

READ a first time this 13<sup>th</sup> day of September, 2016.

PUBLIC HEARING held this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

READ a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

READ a third time and finally passed this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

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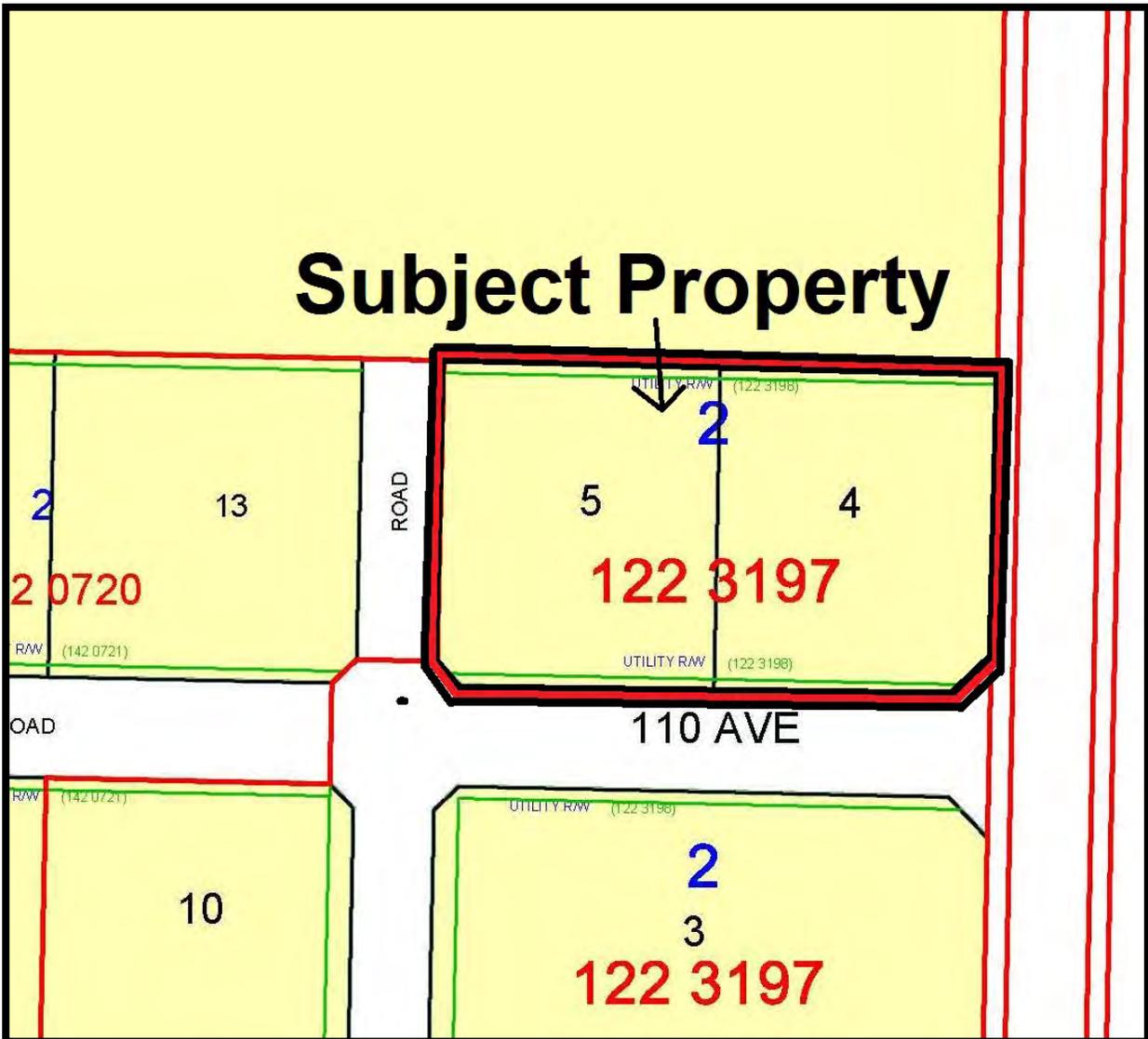
Bill Neufeld  
Reeve

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Len Racher  
Chief Administrative Officer

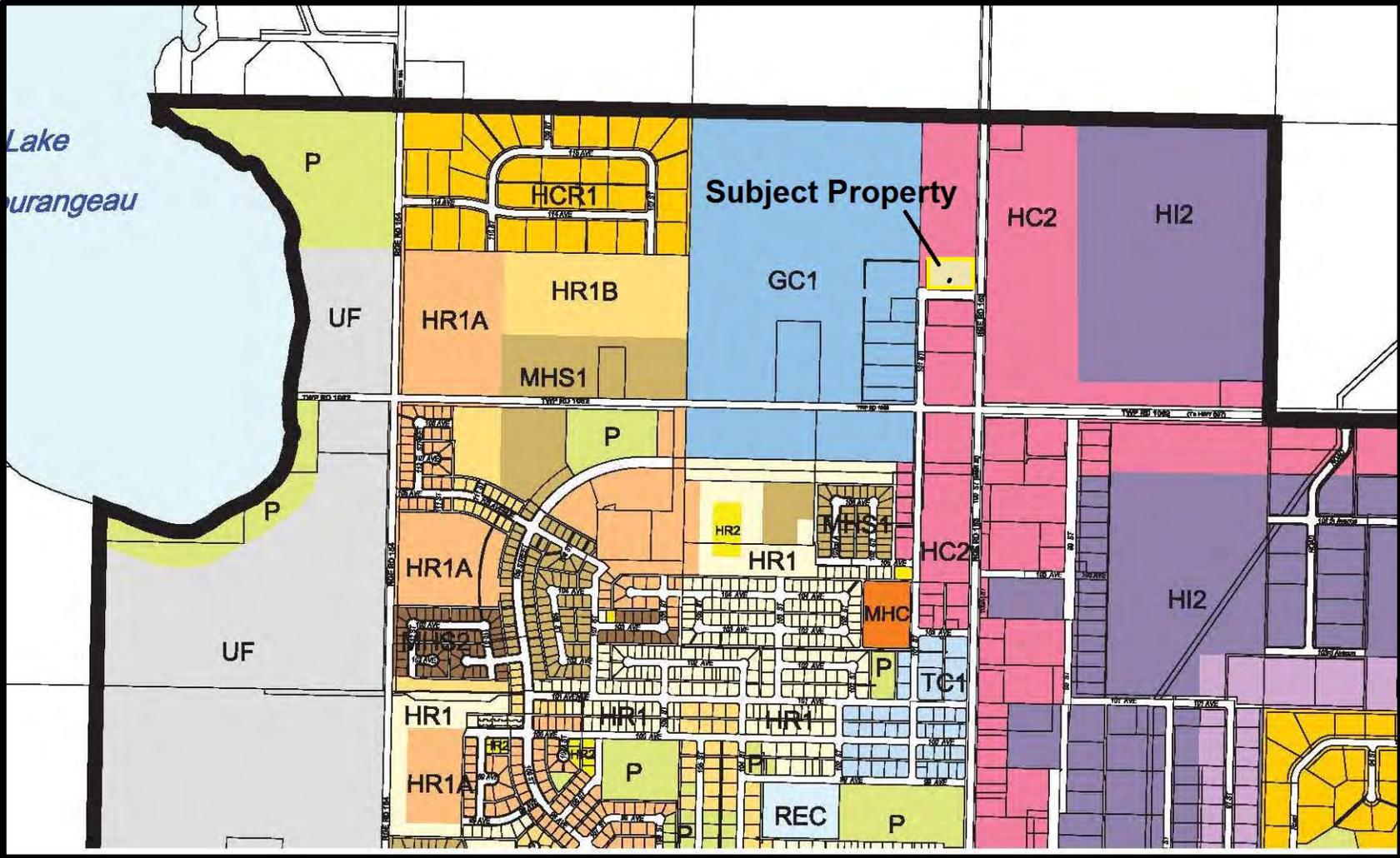
**BYLAW No. 1048-16**

**SCHEDULE "A"**





# BYLAW AMENDMENT APPLICATION



File No. Bylaw 104x-15

**NOT TO SCALE**

Disclaimer  
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**Mackenzie County**





Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>October 11, 2016</b>
<b>Presented By:</b>	<b>Carol Gabriel, Director of Legislative &amp; Support Services</b>
<b>Title:</b>	<b>Boreal Housing Foundation</b>

## **BACKGROUND / PROPOSAL:**

As a result of the amalgamation of the Mackenzie Housing Management Board and the High Level Housing Authority a new board has been formed called the Boreal Housing Foundation.

According to the draft Ministerial Order (attached) Mackenzie County may appoint three (3) members to the Board. The Implementation Committee is requesting that these members be appointed prior to October 15, 2016 (see attached letter).

Advertising was completed with a deadline for applications being October 7, 2016. A copy of the applications will be provided at the Council meeting.

Prior to making the appointments Council needs to decide how many of the three positions will be Councillor appointments and how many will be Member at Large appointments.

## **OPTIONS & BENEFITS:**

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

## **SUSTAINABILITY PLAN:**

Author: C. Gabriel Reviewed by: \_\_\_\_\_ CAO: \_\_\_\_\_

**COMMUNICATION:**

Appointment letters will be sent to the successful candidates and the Implementation Committee will be notified of the members appointed to the Board.

**RECOMMENDED ACTION:**

Motion 1

Simple Majority       Requires 2/3       Requires Unanimous

That the Mackenzie County Boreal Housing Foundation membership be distributed as follows:

- \_\_\_\_\_ Councillor appointed positions
- \_\_\_\_\_ Member at Large appointed positions

Motion 2

Simple Majority       Requires 2/3       Requires Unanimous

That the following Councillors be appointed to the Boreal Housing Foundation for a one year term ending October 2017.

- \_\_\_\_\_
- \_\_\_\_\_

Motion 3

Simple Majority       Requires 2/3       Requires Unanimous

That the following Members at Large be appointed to the Boreal Housing Foundation for a one year term ending October 2017.

- \_\_\_\_\_
- \_\_\_\_\_

Author: C. Gabriel      Reviewed by: \_\_\_\_\_      CAO: \_\_\_\_\_

## BOREAL HOUSING FOUNDATION

Date: September 8, 2016

To: Appointing Members  
Boreal Housing Foundation

*(Mackenzie County  
Town of High Level  
Town of Rainbow Lake  
La Crete Municipal Nursing Association  
Dene Tha First Nation  
Little Red River Cree First Nation)*

From: Barbara Spurgeon, CAO  
Mackenzie Housing Management Board

Re: Appointment of Members to the Board

On behalf of the Implementation Committee, I am pleased to advise that the committee has completed their task of developing a new Ministerial Order for the creation of the Boreal Housing Foundation. The new Board will begin January 1, 2017. In order to accomplish this, we are asking for the new board to be put into place by October 15, 2016. I am enclosing the draft Ministerial Order

The new Board will be required to have an in depth orientation, and strategic planning sessions. They will also need to make some significant decisions before the end of the year.

Please appoint your designated members and advise myself by email of your designated appointees. Please send me their names, and contact information including email addresses, cell, home, business numbers and mailing address.

Thank you for your cooperation and if you should require clarification, please give me a call at 780-928-4348 ext. 102 or 780-841-5466 (cell).

## APPENDIX

### Boreal Housing Foundation

1. **Boreal Housing Foundation** (hereafter referred to as the “management body”) is hereby established as a management body.
2. The members of the management body are as follows:
  - Mackenzie County
  - Town of High Level
  - Town of Rainbow Lake
  - La Crete Municipal Nursing Association
  - Dene Tha First Nation
  - Beaver First Nation
  - Tall Cree First Nation
  - Little Red Cree First Nation
3. (1) The management body shall be governed by a board (hereafter referred to as “the board”), comprised of a maximum of thirteen (13) members appointed from within the borders of Mackenzie County as follows, and in accordance to subsection (2):
  - (a) Three (3) members of the board shall be appointed by Mackenzie County.
  - (b) Two (2) members of the board shall be appointed by the Town of High Level.
  - (c) Two (2) members of the board shall be appointed by the Town of Rainbow Lake.
  - (d) Two (2) members of the Board shall be appointed by La Crete Municipal Nursing Association.
  - (e) One (1) member of the Board shall be appointed by the Dene Tha First Nation.
  - (f) One (1) member shall be appointed by the Beaver First Nation.
  - (g) One (1) member shall be appointed by the tall Cree First Nation.
  - (h) One (1) member shall be appointed by Little Red Cree First Nation.
- (2) For the purposes of subsection 3(1), the members of the management body have the sole discretion to determine:
  - (a) The boundaries of the areas from which the members of the board may be appointed;
  - (b) How residency in the areas from which members of the board may be determined.
- (3) The board shall be appointed as follows:

- (a) Members of the board shall be appointed by the member of the management body in accordance with the Order and at the times the board request the member of the management body.
  - (b) The term of office for each member of the board shall be for a one (1) year term effective November 1 to October 31 of the following year.
  - (c) Members of the board appointed under clause 3(a), may hold consecutive terms of office.
  - (d) If the office of a board member is vacated, an individual shall be appointed to the board in the same manner as the vacating member of the board, on the vacancy occurring or as soon as possible thereafter, as a member of the board to complete the term of the vacating member.
  - (e) The chairperson, vice-chairperson or any other officer of the board; as the board determines necessary, shall be appointed from among the board members in the manner and at the times the board determines appropriate.
  - (f) The term of office for the chairperson, vice-chairperson or any other officers of the board shall be for a one (1) year term.
  - (g) The chairperson, vice-chairperson or any other officers of the board, may hold consecutive terms of office, as long as each officer is a member of the board.
- (4) The lodge reserve policy cannot be changed without the unanimous approval of all the members of the Board.
  - (5) The board is a continuing body.
  - (6) The board shall provide the Deputy Minister with the name of its chairperson and vice-chairperson as soon as possible on selection, and shall notify the Deputy Minister of any change of chairperson and vice-chairperson.
4. The board shall:
    - (a) Designate the offices of the management body and
    - (b) Immediately notify the Deputy Minister of the location of its primary place of business in Alberta and any other offices, the management body address for service, and any change in the location of such offices or address for service.
  5. For the purpose of providing lodge accommodation, the management body may requisition the following municipalities:
    - Mackenzie County
    - Town of High Level
    - Town of Rainbow Lake

6. A minimum of seven (7) voting board members is considered quorum.
7. All financial matters of the lodge require a three quarter (6) majority approval of the requisitioning board appointees to pass the motion; and a two thirds (9) approval of the full board. All other matters require a majority vote of the full board.
8. (1) The management body is responsible for the operation and administration of the housing accommodation listed in Schedule "A"  
  
(2) In addition to the housing accommodation operated under subsection 8(1), the management body may operate Rent Supplement housing accommodation as designations are allocated to the management body by the Minister under the Rent Supplement Program Regulation.
9. For the purpose of the Act, the management body has and is subject to the powers, functions or duties as provided in the following Regulations:
  - (a) Management Body Operations and Administration Regulation;
  - (b) Social Housing Accommodation Regulation
  - (c) Housing Accommodation Tenancies Regulation;
  - (d) Rent Supplement Regulation; and
  - (e) Lodge Assistance Program Regulation



Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>October 11, 2016</b>
<b>Presented By:</b>	<b>Ron Pelensky, Director of Community Services &amp; Operations</b>
<b>Title:</b>	<b>Bylaw 1053-16 Remunerating Volunteer Fire Fighters within Mackenzie County</b>

## **BACKGROUND / PROPOSAL:**

In the past, the Mackenzie County Fire Departments have had to hire trainers from out of the County to provide fire training courses which can be costly, and difficult to schedule volunteer members for lengthy courses. To assist in both the costs and availability of trainers, some fire department members have undergone courses to become certified trainers in a variety of courses.

As the Bylaw does not address reimbursement for in house certified training instructors, and as being the instructor has more work than attending the course, the fire departments have requested that Council consider compensating them \$20-25 /hr for providing certified training.

## **OPTIONS & BENEFITS:**

### **Option #1**

Amend Bylaw 984-15 Remunerating Volunteer Fire Fighters within Mackenzie County to include certified training instructors at \$23/hr.

### **Option # 2**

Amend Bylaw 984-15 Remunerating Volunteer Fire Fighters within Mackenzie County to include certified training instructors at the call out rate.

### **Option #3**

Receive this report for information.

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

**COSTS & SOURCE OF FUNDING:**

Operating Budget.

**SUSTAINABILITY PLAN:**

N/A

**COMMUNICATION:**

Administration to communicate Councils decision with the fire departments.

**RECOMMENDED ACTION:**

Motion 1

Simple Majority       Requires 2/3       Requires Unanimous

That first reading be given to Bylaw 1053-16 being the Remunerating Volunteer Fire Fighters within Mackenzie County as presented.

Motion 2

Simple Majority       Requires 2/3       Requires Unanimous

That second reading be given to Bylaw 1053-16 being the Remunerating Volunteer Fire Fighters within Mackenzie County.

Motion 3

Simple Majority       Requires 2/3       Requires Unanimous

That consideration be given to go to third reading of Bylaw 1053-16 being the Remunerating Volunteer Fire Fighters within Mackenzie County at this meeting.

Motion 4

Simple Majority       Requires 2/3       Requires Unanimous

That third reading be given to Bylaw 1053-16 being the Remunerating Volunteer Fire Fighters within Mackenzie County.

Author: \_\_\_\_\_ Reviewed by: \_\_\_\_\_ CAO: \_\_\_\_\_

**BYLAW 984-15 1053-16**

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

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

**WHEREAS** pursuant to the provisions of Section 7 of the Municipal Government Act, RSA 2000, c. M-26 the municipality may pass bylaws respecting the safety, health and welfare of people and the protection of people and property; and

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

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

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

1. To establish remuneration for volunteers of fire departments for attending fires, fire practices (includes meetings) and training.
2. Remuneration rates in accordance with Schedule 'A'.
3. A vehicle or vehicle allowance will be provided to the Fire Chiefs. If the Hamlet/Rural Fire hall does not have a Fire Chief then the Deputy Fire Chief will receive a vehicle or vehicle allowance.
4. Volunteer fire fighters are allowed to participate in the County monthly cell phone program; however, they must adhere to the County's Electronic Access and Acceptable Use Policy.
5. Each year Mackenzie County will authorize volunteer fire fighters \$50 toward the purchase of wearing apparel that promotes the fire department. The volunteer must attend a minimum of 6 training events in the last 6 months **to be eligible**.
6. Volunteer members are responsible to supply their hourly information to their Fire Chief or designate as soon as practical after the attendance.
7. Upon receipt of documentation, Honorariums will be paid every 3 months to the Fire Chiefs and fire fighters. Fire fighter attendance records must be received by Mackenzie County administration quarterly (Jan-Mar, Apr-June, July-Sept, Oct-Dec).

8. No payment will be provided to any volunteer if they fail to provide the current year information after January 31<sup>st</sup> of the following year unless a Council resolution authorizes such payment.
9. Municipal employees shall not be paid remuneration when responding to a call during regular scheduled work hours.
10. If the Fire Chief is a municipal employee and engaging in normal Fire Chief duties during regularly scheduled municipal work hours the monthly flat-rate shall be reduced by 50%.
11. The remuneration rates shall be reviewed by Mackenzie County annually or by request. Such a review may result in an amendment to Schedule 'A'.
12. Bylaw ~~301/02~~ **984-15** is hereby repealed.
13. This Bylaw shall come into effect upon receiving third and final reading.

READ a first time this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

READ a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

READ a third time and finally passed this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

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Bill Neufeld  
Reeve

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Len Racher  
Chief Administrative Officer

Schedule 'A'

**Volunteer Fire Fighter Remuneration Rates**

Fire Chief	Monthly flat-rate	\$250.00
	Practice	\$ 8.50/hr
	Training	\$ 10.00/hr
	Fire call-out / Investigation / Inspection	\$ 25.00/hr
	<b>Instructor</b>	<b>\$ 23.00/hr</b>
Deputy Chief	Practice	\$ 8.50/hr
	Training	\$ 10.00/hr
	Fire call-out / Investigation / Inspection	\$ 18.00/hr
	<b>Instructor</b>	<b>\$ 23.00/hr</b>
	Captains and Lieutenants	Practice
Training		\$ 10.00/hr
Fire call-out		\$ 16.00/hr
<b>Instructor</b>		<b>\$ 23.00/hr</b>
Fire Fighters		Practice
	Training	\$ 10.00/hr
	Fire call-out	\$ 10.00/hr with increases of \$1 per course to a maximum of \$14.00/hr
	<b>Instructor</b>	<b>\$ 23.00/hr</b>





Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>October 11, 2016</b>
<b>Presented By:</b>	<b>Ron Pelensky, Director of Community Services &amp; Operations</b>
<b>Title:</b>	<b>La Crete Arena – Ice Chiller Replacement Project Report</b>

## **BACKGROUND / PROPOSAL:**

In the 2016 Capital budget, the La Crete Recreation Board was approved for the La Crete Arena – Ice Chiller Project in the amount of \$375,400.

On August 24, 2016 Council requested administration, and the contractor CIMCO provide a review of project costs for the ice chiller project at the La Crete Recreation arena.

1. A quote was received from CIMCO in the amount of \$365,400 for the ice chiller replacement, and an estimate from Redline Electric for electrical services in the amount of \$10,000. The quote from CIMCO was strictly for the supply and install of the ice chiller, with all additional costs (electrical, other component replacements) not included in the contract price.
2. While the ice chiller was being installed, the contractor CIMCO identified that a section of brine piping connecting to the ice chiller would be beneficial to be changed to plastic, at the same time as the ice chiller installation. Council approved this recommendation in the amount of \$16,000.
3. While commissioning the new ice chiller, CIMCO identified that there was a brine leak at the header trench. CIMCO estimated to repair the leak at a cost of \$38,000 which was approved by Council.
4. Attached is CIMCO’s project report for review.

Administration will be bringing a request to Council for additional funds for this project to cover costs not included in the CIMCO ice chiller quote, and the La Crete Recreation Boards request.

**Author:** R. Pelensky      **Reviewed by:** CG      **CAO:** \_\_\_\_\_

**OPTIONS & BENEFITS:**

**OPTION #1**

That Council receives this report for information.

**COSTS & SOURCE OF FUNDING:**

2016 Capital Project

**SUSTAINABILITY PLAN:**

N/A

**COMMUNICATION:**

N/A

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the La Crete Arena – Ice Chiller Replacement Project Scope report be received for information.

**Author:** R. Pelensky      **Reviewed by:** CG      **CAO:** \_\_\_\_\_



**PROJECT REPORT FOR;**

***THE NORTHERN LIGHTS***  
***RECREATION CENTRE***

**TOWN OF LA CRETE**

10201 99 Ave.  
La Crete, AB T0H2H0



**By CIMCO Refrigeration**

**Wednesday, October 05, 2016**



Attn: Mr. Ron Pelenski

Rev No. – 0 -

E-Mail: [rpelenski@mackenziecounty.com](mailto:rpelenski@mackenziecounty.com)

Northern Lights Recreation Centre  
La Crete, AB.

Subject: **Project Report**

Ron,

As requested please find this as our official report on the ice plant upgrade that took place during Summer of 2016. As far as the chiller and pump skid upgrades everything went as smooth as possible with some clitches here and there, but nothing major.



We had communicated with the arena manager from very beginning when the Northern Light Recreation Centre was looking to upgrade their system that we would provide all required wiring diagrams as the arena would be responsible for hiring a local outfit (Redline Electric) to perform site power and controls wiring both on the chiller / pump skids and the dehumidifier as part of cost saving measurements for this project.

All these conditions and responsibilities were noted in details on the contract document that was forwarded to the individuals of authority for review and acceptance. As I understand some of these items are being questioned at this point and time which I wish were questioned then.

Steel brine mains replacement came about after it was discovered to be heavily rusted and corroded within the trench area specially towards where the condenser water tank is located directly above the trench, while trying to tie in the new pumps to the mains.



As you can see in the above pictures the condenser water tank is located directly above the trench where the steam brine mains feed the arena floor and picture on the right also displays the water overflow connection from the tank that drains into the trench. Combination of pipe age and wet environment in the trench had contributed to the rusting and deteriorating of the steel brine mains in question. This also applied to the mains that were feeding the curling rink towards the zamboni room.

After all the defective mains were replaced on both the arena and the curling side and the mains were connected to the new pumping skid, our tech proceeded to perform a pressure test to ensure all of the altered piping are holding pressure they had encountered a new set of issues with discovery of multiple leaks at the header takeoff connections.



Although the above photos are not taken from the Northern Light Recreation header trench, I just wanted to use them as illustration of how the headers get connected to the pipes inbeded in the concrete floor. As you can see there are lots of pipes the are buried in the concrete (256 to be exact on the cooling floor) and (anywhere from 56 to 86 on the warm floor) depending on the pipe spacing.

The thin black poly tubes are by nature susceptible to cracking over time as they lose their elasticity. As fresh pipes they have some degree of expandibility and elasticity to accommodate incersion of a 3/4" PVC nipple into them; however, as I mentioned over time the crack and deteriorate and eventually spring leak.

We have over the years experienced various degrees of leakges when any types or retrofiting take place, sometime even by evacuating brine from the circuit it causes shifts and movements, eventhough very slight, to cause hairline cracks on the poly tubes to leak.

Another cause of the leakage could be due to difference in the performances of old pumps vs the new pumps. It is not a secret that over the years of operation and aging the performance of the pumps will not be equal to the new ones that installed at the Northern Light Recreation Centre. The new pumps could create everso slightly higher flow rate, velocity or pressure that the old aging pipes could not have tollorate and hence sprung leaks.

I hope this would help you with understanding and resolving some of the questions and concerns that you or the county would have had regarding the new project.

Regards,

Farzad Hasheminia



Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>October 11, 2016</b>
<b>Presented By:</b>	<b>Byron Peters, Director of Planning and Development</b>
<b>Title:</b>	<b>Bylaw 1041-16 Road Closure Request for the South side of SW 18-104-17-W5M (Blue Hills Area)</b>

**BACKGROUND / PROPOSAL:**

On June 14, 2016 first reading was given for Bylaw 1041-16 being Road Closure Bylaw to close all of the Government Road Allowance adjoining the south boundary of SW 18-104-17-W5M for the purpose of sale and consolidation.

Mackenzie County received the application for a road closure in the Blue Hills area. The applicant is asking that all of the undeveloped road allowance (approximately four (4) acres) between SW 18-104-17-W5M and NW 7-104-17-W5M be closed and sold to the applicant so that he can consolidate it into his quarter section.

Administration does not see a need for this road allowance as there is a local road on the west side of the quarter. All parcels of land that this road allowance affects have alternative means of access.

Bylaw 1041-16 was presented at the May 6, 2016 Municipal Planning Commission meeting where the following motion was made: *(May 6, 2016 MPC minutes need to be amended, the motions wording is incorrect)*

**MPC-16-05-076**

**MOVED** by Jack Eccles

*That the Municipal Planning Commission's recommendation to Council is for the approval of Bylaw 1041-16 being a Road Closure Bylaw to Close all of the Government Road Allowance adjoining the south boundary of SW 18-104-17-W5M for the purpose of sale and consolidation, subject to public hearing input.*

**CARRIED**

**Author:** L. Lambert      **Reviewed by:** BP      **CAO:** \_\_\_\_\_

Prior to the 2<sup>nd</sup> and 3<sup>rd</sup> reading of a road closure bylaw, a public hearing must be held in accordance to the Municipal Government Act. Once the public hearing has been held, the bylaw must receive approval from the Minister of Transportation before it can proceed.

The public hearing for this bylaw was held on September 13, 2016. There was no opposition to the bylaw, although there were some in attendance that spoke to the proposed road closure, seeking clarification on who would have priority.

After the public hearing a tabling motion was made:

**MOTION 16-09-638**      **MOVED** by Councillor Wardley

That Bylaw 1041-16 being a Road Closure Bylaw to close all of the Government Road Allowance adjoining the south boundary of SW 18-104-17-W5M for the purpose of sale and consolidation be TABLED.

**CARRIED**

Administration has discussed the road closure and policy PW028 with the applicant after the public hearing was held. The applicant desires to proceed with the road closure at this time.

**OPTIONS & BENEFITS:**

Closing this road and consolidating it with the adjacent lands allows for a larger parcel on the north of the highway and eliminates an unused road allowance.

**COSTS & SOURCE OF FUNDING:**

All costs will be at the developer's expense.

**SUSTAINABILITY PLAN:**

The Sustainability Plan does not address road closures in the Municipality. As such, the proposed land use bylaw amendment neither supports nor contradicts the Sustainability Plan.

**COMMUNICATION:**

With landowners and interested parties as required.

Author: L. Lambert      Reviewed by: \_\_\_\_\_      CAO: \_\_\_\_\_

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That Bylaw 1041-16 being a Road Closure Bylaw to close all of the Government Road Allowance adjoining the south boundary of SW 18-104-17-W5M for the purpose of sale and consolidation, be forwarded to the Minister of Transportation for approval.

Author: L. Lambert      Reviewed by: \_\_\_\_\_      CAO: \_\_\_\_\_



**BYLAW NO. 1041-16**  
**BEING A BYLAW OF**  
**MACKENZIE COUNTY**  
**IN THE PROVINCE OF ALBERTA**

**FOR THE PURPOSE OF CLOSING A PORTION OF**  
**STATUTORY ROAD ALLOWANCE IN ACCORDANCE**  
**WITH SECTIONS 22, 24 AND 606 OF THE MUNICIPAL GOVERNMENT ACT,**  
**CHAPTER M-26, REVISED STATUTES OF ALBERTA 2000**

**WHEREAS**, Council of Mackenzie County has determined that a portion of Government Road Allowance as outlined in Schedule "A" attached hereto, be subject to a road closure, and

**WHEREAS**, notice of intention of the Council to pass a bylaw will be published in a locally circulated newspaper in accordance with the Municipal Government Act, and

**NOW THEREFORE**, be it resolved that the Council of Mackenzie County does hereby close, for the purpose of sale and consolidation, that portion of the government road allowance described as follows, subject to the rights of access granted by other legislation or regulations:

ALL THAT PORTION OF GOVERNMENT ROAD ALLOWANCE LYING SOUTH  
OF THE SOUTH WEST OF 18-104-17-W5M  
EXCEPTING THEREOUT ALL MINES AND MINERALS

As outlined in Schedule "A"

READ a first time this 14<sup>th</sup> day of June, 2016.

---

Bill Neufeld  
Reeve

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Chief Administrative Officer

PUBLIC HEARING held this \_\_\_\_ day of \_\_\_\_\_, 2016.

APPROVED this \_\_\_\_ day of \_\_\_\_\_, 2016.

---

Minister of Transportation

Approval valid for \_\_\_\_\_ months.

READ a second time this \_\_\_ day of \_\_\_\_\_, 2016.

READ a third time and finally passed this \_\_\_ day of \_\_\_\_\_, 2016.

---

Bill Neufeld  
Reeve

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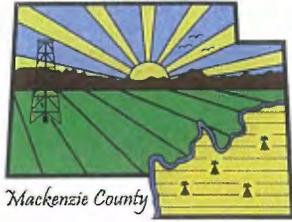
Chief Administrative Officer

**BYLAW No. 1041-16**

**SCHEDULE "A"**



\$400.00



# LAND USE BYLAW AMENDMENT APPLICATION

APPLICATION NO. 10-16

NAME OF APPLICANT <u>JOHN W HARMS</u>		
ADDRESS <u>Box 325</u>		
TOWN <u>LA CRETE ALTA.</u>		
POSTAL CODE <u>T01 2H0</u>	PHONE (RES.) <u>925-2521</u>	BUS.

COMPLETE IF DIFFERENT FROM APPLICANT		
NAME OF REGISTER OWNER		
ADDRESS		
TOWN		
POSTAL CODE	PHONE (RES.)	BUS.

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

QTR./LS. <u>SW</u>	SEC. <u>18</u>	TWP. <u>104</u>	RANGE <u>17</u>	M. <u>5</u>	OR	PLAN	BLK	LOT
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### LAND USE CLASSIFICATION AMENDMENT PROPOSED:

FROM: \_\_\_\_\_ TO: \_\_\_\_\_

### REASONS SUPPORTING PROPOSED AMENDMENT:

Close Road on south side of above Quarter

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I/WE HAVE ENCLOSED THE REQUIRED APPLICATION FEE OF \$ 400.00 RECEIPT NO. \_\_\_\_\_

APPLICANT John W Harms  
Agatha Harms

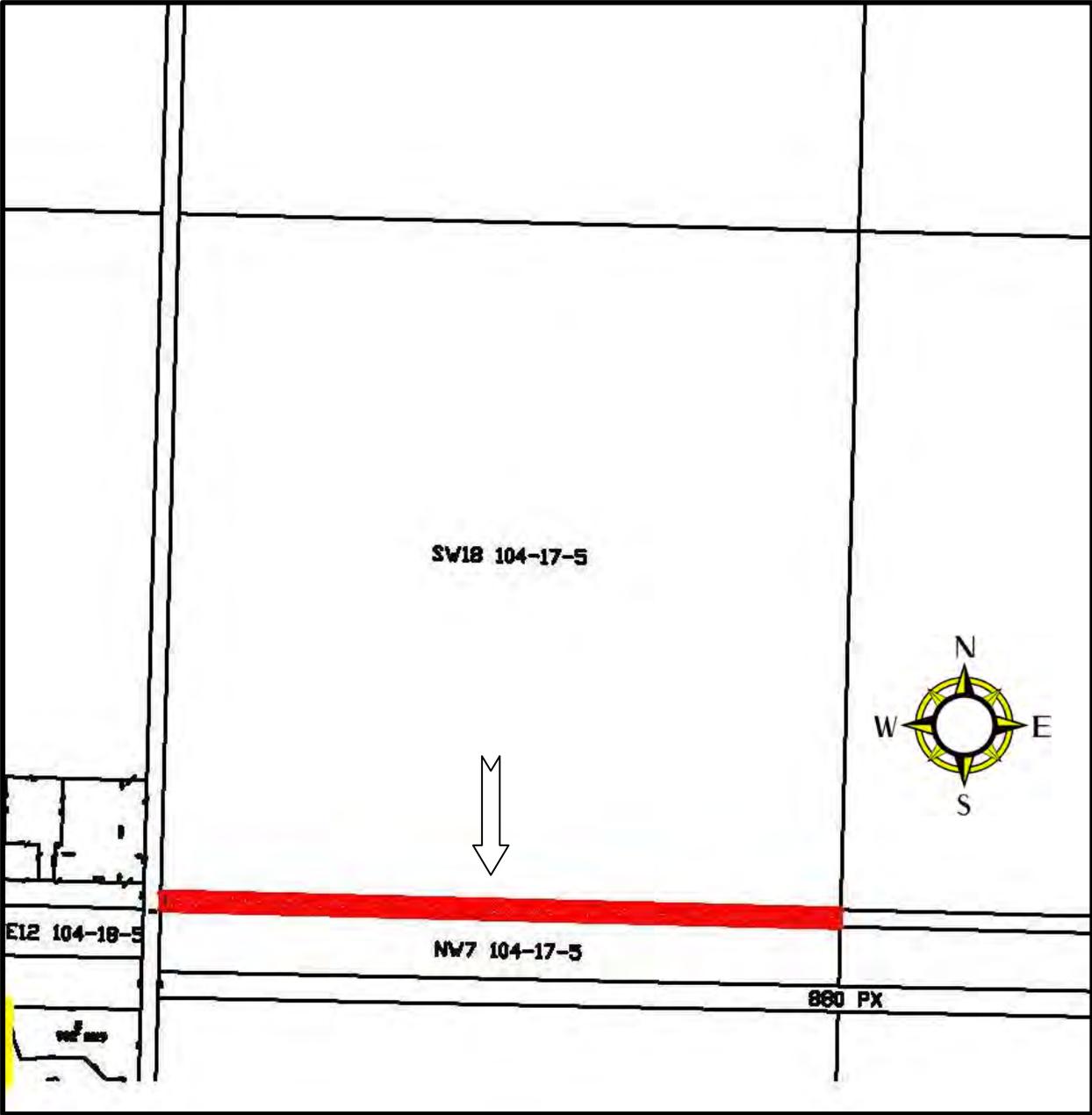
DATE April 25/16

NOTE: REGISTERED OWNER'S SIGNATURE REQUIRED IF DIFFERENT FROM APPLICANT.

REGISTERED OWNER \_\_\_\_\_

DATE \_\_\_\_\_

# BYLAW AMENDMENT APPLICATION



File No. Bylaw 1041-16

**NOT TO SCALE**

**Disclaimer**

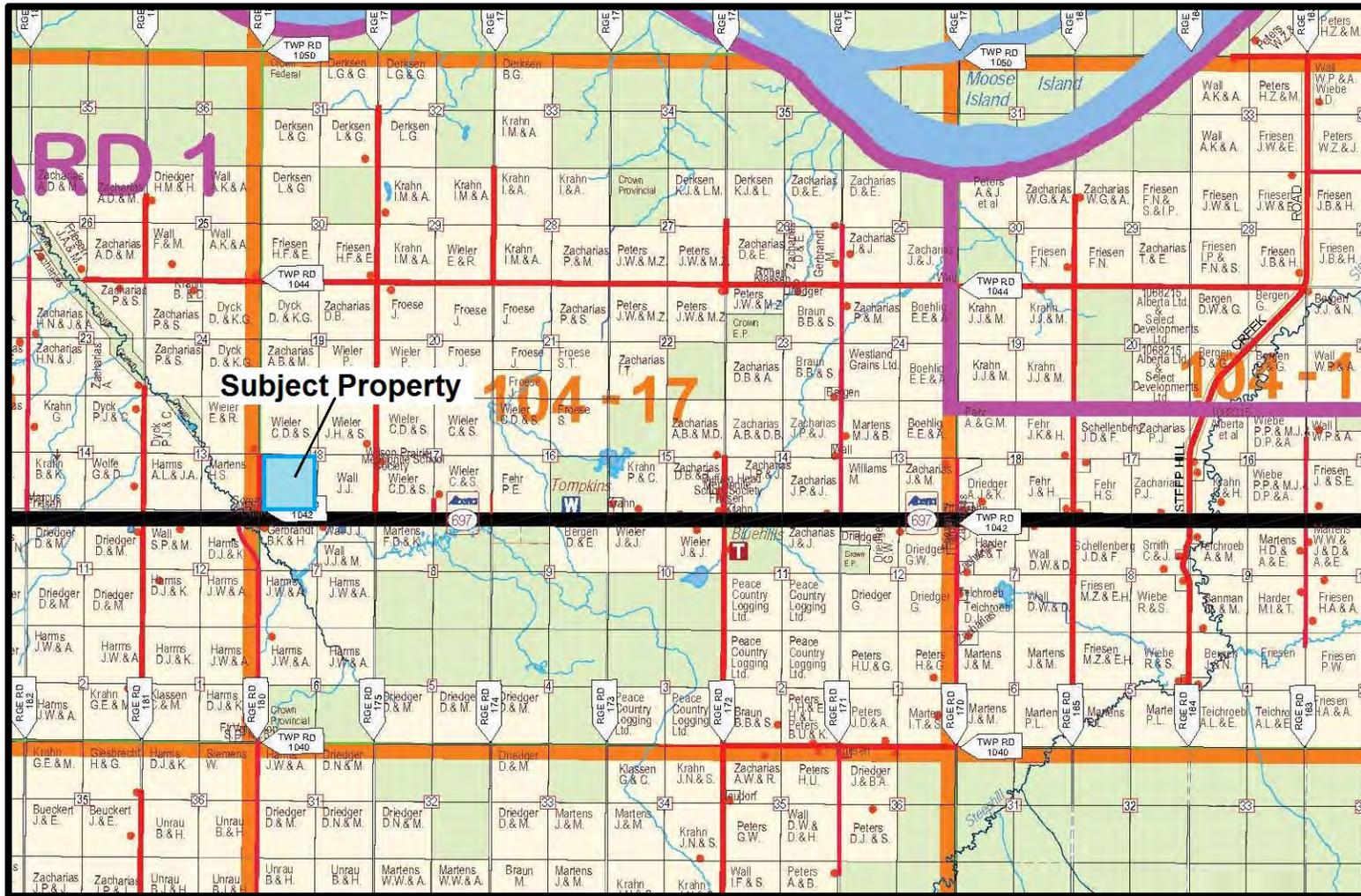
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**Mackenzie County**

# BYLAW AMENDMENT APPLICATION



File No. Bylaw 1041-16

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**NOT TO SCALE**



**Mackenzie County**





## **OPTIONS & BENEFITS:**

In another Country Recreational area (Hutch Lake), the land owners use holding tanks because there is no other option available to them.

As required by the Land Use Bylaw in section 7.36:

- (a) *The installation of a holding tank must receive written permission from the Development Authority prior to the approval of the Private Sewage Treatment permit. Written permission from the COUNTY is not required for the Hutch Lake Recreation District.*
- (b) *The applicant of a holding tank shall submit proof to the COUNTY that the site conditions on the property are not able to support a self-sustained private sewage system. This shall be obtained by a site evaluation as outlined in the Alberta Private Sewage Systems Standard of Practice 2009.*

While a holding tank is a quick and a cheap installation, there are other issues attached that make it a non-desirable system within the County. Some of those issues are:

- pumping every time it becomes full. This involves monitoring the tank level and hiring a professional sewer and waste professional to remove the waste. Depending on the size of the tank and use of water, this may need to be conducted every week which is costly and inconvenient.
- Holding tanks also present additional problems due to potential leaks, overflow and soil contamination which could get into the water table.
- The County also has concerns with the lack of monitoring for the waste haulers, such as verification that they are dumping into the County reservoir.

The soil on this quarter section could support a few on-site sewage systems; with the proposed lot sizes and quantity of lots, it cannot support multiple on-site sewer systems.

### **Option 1**

That first reading be given to Bylaw 1052-16 being a Land Use Bylaw Amendment to rezone Part of NW 13-106-15-W5M from Agricultural "A" to Country Recreational "CR" for the purpose of a Multi-lot subdivision, subject to public hearing input.

### **Option 2**

That Bylaw 1052-16 being a Land Use Bylaw Amendment to rezone Part of NW 13-106-15-W5M from Agricultural "A" to Country Recreational "CR" for the purpose of a Multi-lot subdivision be refused.

Author: L. Lambert Reviewed by: \_\_\_\_\_ CAO \_\_\_\_\_

**COSTS & SOURCE OF FUNDING:**

All costs will be borne by the applicant

**SUSTAINABILITY PLAN:**

The Sustainability Plan does not directly address re-zoning of districts within the County. As such, the proposed re-zoning neither supports nor contradicts the Sustainability Plan.

**COMMUNICATION:**

The bylaw amendment will be advertised as per MGA requirements, this includes all adjacent landowners.

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That first reading be given to Bylaw 1052-16 being a Land Use Bylaw Amendment to rezone Part of NW 13-106-15-W5M from Agricultural "A" to Country Recreational "CR" for the purpose of a Multi-lot subdivision, subject to public hearing input.

Author: L. Lambert      Reviewed by: \_\_\_\_\_ CAO \_\_\_\_\_



**BYLAW NO. 1052-16**  
**BEING A BYLAW OF**  
**MACKENZIE COUNTY**  
**IN THE PROVINCE OF ALBERTA**

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

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

**WHEREAS**, Mackenzie County has adopted the Mackenzie County Land Use Bylaw in 2011, and

**WHEREAS**, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to amend the Mackenzie County Land Use Bylaw to accommodate a multi-lot subdivision.

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

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

Part of NW 13-106-15-W5M

within Mackenzie County, be rezoned from Agricultural "A" to Country Recreational "CR" as outlined in Schedule "A" hereto attached.

READ a first time this \_\_\_ day of \_\_\_\_\_, 2016.

PUBLIC HEARING held this \_\_\_ day of \_\_\_\_\_, 2016.

READ a second time this \_\_\_ day of \_\_\_\_\_, 2016.

READ a third time and finally passed this \_\_\_ day of \_\_\_\_\_, 2016.

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Bill Neufeld  
Reeve

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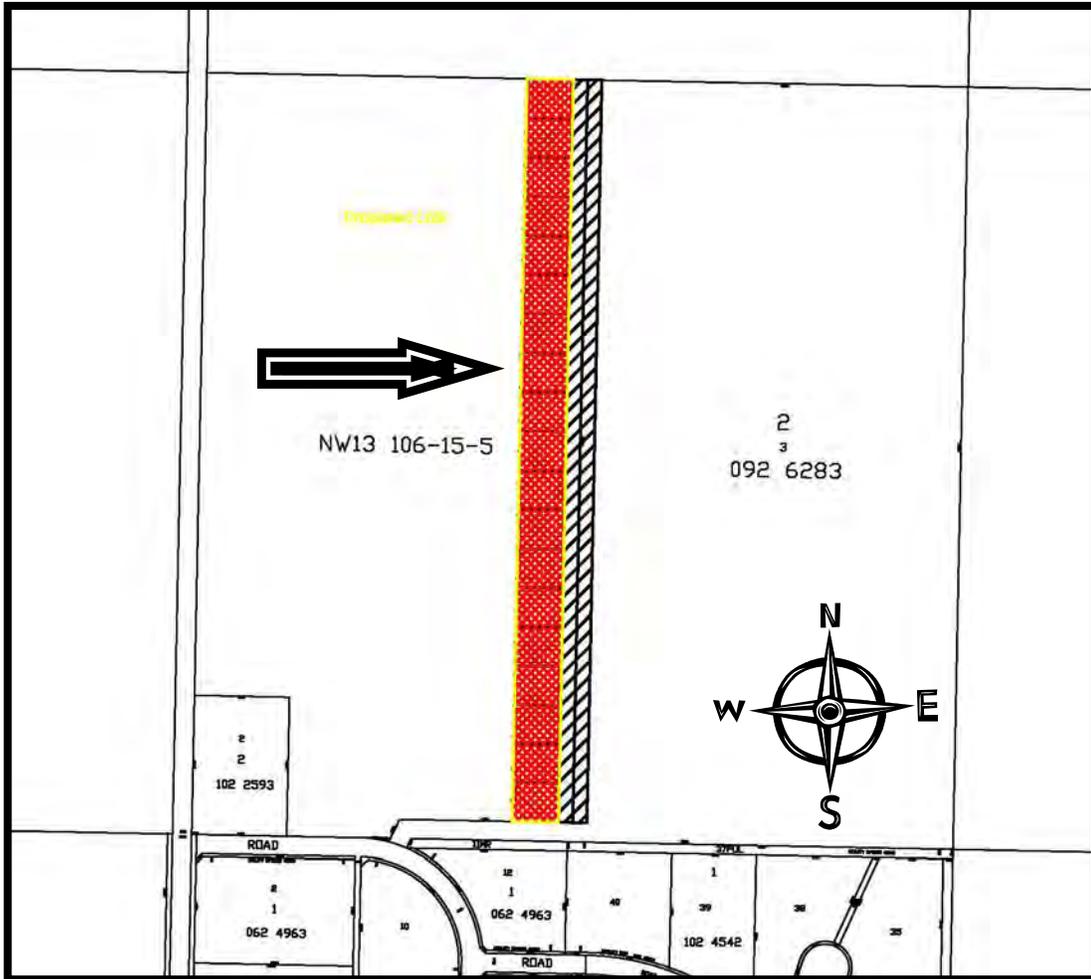
Len Racher  
Chief Administrative Officer

**BYLAW No. 1052-16**

**SCHEDULE "A"**

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

Part of NW 13-106-15-W5M within Mackenzie County be rezoned from Agricultural "A" to Country Recreational "CR"



FROM: Agricultural "A"

TO: Country Recreational "CR"

# BYLAW AMENDMENT APPLICATION



**NOT TO SCALE**

File No. Bylaw 1052-16

Disclaimer

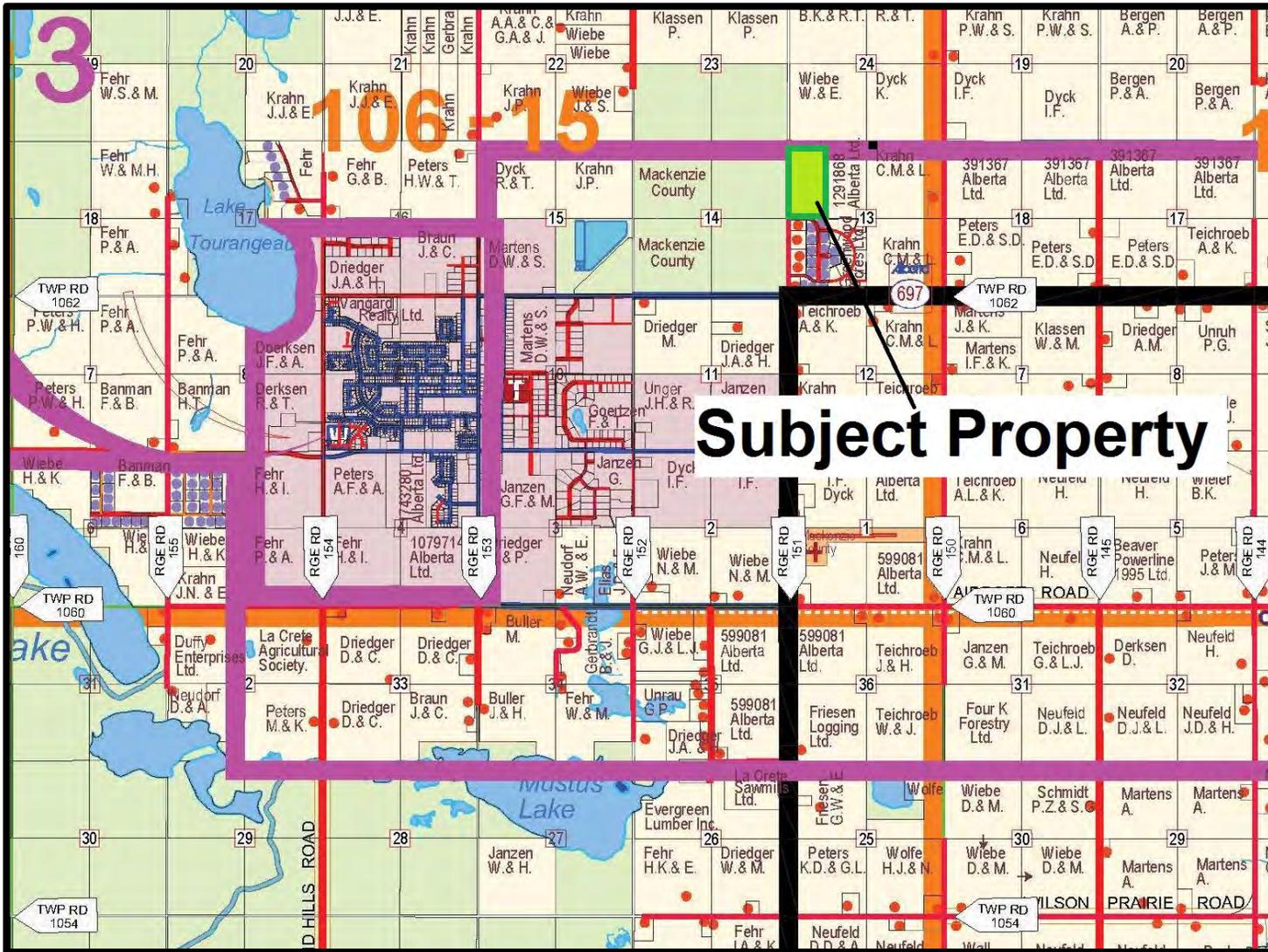
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**Mackenzie County**

# BYLAW AMENDMENT APPLICATION



**Subject Property**

**NOT TO SCALE**

File No. Bylaw 1052-16

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**Mackenzie County**



Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>October 11, 2016</b>
<b>Presented By:</b>	<b>Byron Peters, Director of Planning &amp; Development</b>
<b>Title:</b>	<b>Policy PW028 Sale of Undeveloped Road Allowance</b>

## **BACKGROUND / PROPOSAL:**

Policy PW028 was brought to council for review at the last (September 28, 2016) council meeting for review.

**MOTION 16-09-697**      **MOVED** by Councillor Bateman

*That Policy PW028 Sale of Undeveloped Road Allowance be approved as AMENDED to include a statement to avoid creating fragmented parcels.*

Administration has made an amendment to the policy in an attempt to capture the intent of council; however, administration feels that additional clarification is needed. As a result, the policy is being brought back to confirm that the intent of the amendment was captured appropriately.

## **OPTIONS & BENEFITS:**

All policies should be reviewed and revised if need on a continuous basis to keep them up to date on current standards.

### **Option 1**

That Policy PW028 Sale of Undeveloped Road Allowance be approved as presented.

### **Option 2**

That Policy PW028 Sale of Undeveloped Road Allowance be approved as amended.

Author: LL      Reviewed by: BP      CAO: \_\_\_\_\_

## Mackenzie County

Title	Sale of Undeveloped Road Allowance	Policy No.	PW028
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Legislation Reference	Municipal Government Act, Section 18
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### **Purpose:**

To establish criteria for the sale of undeveloped road allowances which are not needed for municipal purposes.

### **Policy Statement and Guidelines**

If an undeveloped road allowance is not needed for municipal purposes it may be closed and sold provided Council has passed a road closure bylaw for the specific road allowance, which is approved by the Minister of Transportation.

### **Priority**

1. Sale of an undeveloped road allowance shall be established in the following order.
  - a) First priority shall be given to the adjacent parcel of land/quarter section that had provided alternate land for municipal purposes.
    - I. An original landowner, who has provided alternate land for municipal purposes at no cost, shall receive the closed undeveloped road allowance at no cost.
    - II. If the land has transferred ownership, or if there is no proof that the land was exchanged at no cost, the current landowner shall pay the market value as established by the County.
  - b) Second priority shall be given to the adjacent landowner who has cleared, with appropriate approval, and is using the undeveloped road allowance for agricultural purposes. The sale of this land shall be at market value as established by the County.
  - c) Third priority shall be given to the adjacent landowner who has cleared and developed the road allowance for a minimum of 10 years. The sale of this land shall be at market value as established by the County.

d) Fourth priority shall be given to the adjacent landowner who put in the highest bid on the sale of the undeveloped road allowance.

2. Notwithstanding Section 1, no road closure shall be permitted if it leaves and/or creates a fragmented portion of land that is less than 70 meters (230 feet) in width.

3. The property transfer must be finalized within 180 days of the acknowledgment or confirmation of the sale. If not, the County retains the right to sell the undeveloped road allowance to the other adjacent landowner.

4. All legal and consolidation costs incurred by the road closure and transfer of the undeveloped road allowance shall be borne by the purchaser.

	<b>Date</b>	<b>Resolution Number</b>
<b>Approved</b>	May 7/02	02-345
<b>Amended</b>		
<b>Amended</b>		

**COSTS & SOURCE OF FUNDING:**

N/A

**SUSTAINABILITY PLAN:**

N/A

**COMMUNICATION:**

N/A

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That Policy PW028 Sale of Undeveloped Road Allowance be approved as presented.

Author: L. Lambert      Reviewed by: \_\_\_\_\_      CAO: \_\_\_\_\_



Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>October 11, 2016</b>
<b>Presented By:</b>	<b>Byron Peters, Director of Planning and Development</b>
<b>Title:</b>	<b>National Disaster Mitigation Program Funding</b>

## **BACKGROUND / PROPOSAL:**

On September 16, 2016; Mackenzie County submitted a proposal under the Federal National Disaster Mitigation Program, provided by Public Safety Canada. The financial structure of this program permits, the Federal Government to contribute a maximum of 50%; the Provincial Government to contribute up to 50%; and the proposal applicant [Mackenzie County] to contribute up to 50%.

In this instance, the Federal Government will supply 50%; the Provincial Government should supply 40%; which leaves Mackenzie County to supply 10% of the total project cost.

However, Mackenzie County is required to ensure a commitment to fund up to 50%, with a view to funding 10% of the project - this will help to mitigate any funding disputes in the unlikely event that the Provincial Government became unable to contribute towards the project.

Mackenzie County received a 'high end' estimation of \$100,000 to complete the flooding risk assessment of the Peace River upon the Hamlet of Fort Vermilion. To this end, Mackenzie County is required to ensure that \$50,000 is made available, with a view to funding \$10,000 towards the risk assessment.

The scope of the current grant application is to assess the level of risk associated with potential ice-jam flood scenarios for the Fort Vermilion area. Some mapping would be completed within the scope of the project, but the focus is to determine the likeliness and severity of potential flood events.

Understanding the level of risk will help the County to understand the need (or lack of) for emergency plans, flood mitigation infrastructure, etc. Some additional knowledge that would be gained, and can be either positive or negative, would be knowing which

**Author:** HG      **Reviewed by:** BP      **CAO:** CG

lands and assets (both public and private) are located within flood plains. This could have development and insurance implications.

**OPTIONS & BENEFITS:**

We feel that \$50,000 should be made available with a view to funding \$10,000 – as the Province of Alberta has committed [verbally] to contributing \$40,000 towards the project. This enables Mackenzie County to obtain a clear understanding of the flood hazards and risks posed upon the Hamlet of Fort Vermilion, for a fraction of the cost.

**COSTS & SOURCE OF FUNDING:**

Federal – Public Safety Canada \$50,000  
Provincial – Government of Alberta \$40,000  
Municipal (Applicant) – Mackenzie County \$10,000 (required to commit \$50,000)

**SUSTAINABILITY PLAN:**

**Goal C6** The risk of various types of damage to municipal infrastructure is minimized due to the availability of up-to-date risk assessments as well as up-to-date plans for managing each type of risk.

**Strategy C6.1** Work with the province to determine the ice jam event flood levels for Fort Vermilion.

**COMMUNICATION:**

As required.

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That Mackenzie County commits to making \$50,000 available for the National Disaster Mitigation Program Risk Assessment.

Author: \_\_\_\_\_ Reviewed by: \_\_\_\_\_ CAO: \_\_\_\_\_



Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>October 11, 2016</b>
<b>Presented By:</b>	<b>Byron Peters, Director of Planning and Development</b>
<b>Title:</b>	<b>Fort Vermilion Airport Identifier Change</b>

**BACKGROUND / PROPOSAL:**

Mackenzie County received a request from the community of Fort Vermilion to change the 4 letter identifier of the Fort Vermilion Airport (registered aerodrome) from CEZ4 to CWOP or CW0P; in recognition of Wilfrid Reid “Wop” May and his January 1929 mercy flight. However, after recent communications with NAV Canada’s Rawa Maadarani, this request has been denied due to the airport insufficiently meeting minimum requirements of the ICAO guidelines and procedures; such as the absence of an AFTN system and scheduled commercial services.

It has been advised that we could alternatively pursue a ‘name change’ as opposed to an ‘identifier change’; such as Fort Vermilion W.R “Wop” May Airport or Wilfrid Reid “Wop” May Airport.

**OPTIONS & BENEFITS:**

We trust that the community of Fort Vermilion will be satisfied with this recommended action, which enables the recognition of Wilfrid Reid ‘Wop” May and his efforts during the January 1929 mercy flight, from Edmonton to Fort Vermilion; through the official name change of the Fort Vermilion Airport.

**COSTS & SOURCE OF FUNDING:**

Not Applicable.

Author: BP Reviewed by: \_\_\_\_\_ CAO: \_\_\_\_\_

**SUSTAINABILITY PLAN:**

Not Applicable

**COMMUNICATION:**

As required.

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That Mackenzie County proceeds with an application to change the name of the Fort Vermilion Airport, which respectively recognizes Wilfrid Reid “Wop” May and his efforts during his January 1929 mercy flight from Edmonton to Fort Vermilion.

Author: \_\_\_\_\_ Reviewed by: \_\_\_\_\_ CAO: \_\_\_\_\_



Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>October 11, 2016</b>
<b>Presented By:</b>	<b>Fred Wiebe, Director of Utilities</b>
<b>Title:</b>	<b>TCA Project – 50<sup>th</sup> Street – Water and Sewer Extension</b>

**BACKGROUND / PROPOSAL:**

At the July 16, 2013 Council meeting, Council made the following motion:

**ENVIRONMENTAL SERVICES:**

**9. a) Fort Vermilion 43<sup>rd</sup> Avenue Water and Sewer Relocation and Upgrades and 50<sup>th</sup> Street Water Extension**

**MOTION 13-07-481**

**MOVED** by Councillor Flett

*That the scope of work for Fort Vermilion 43rd Avenue Water and Sewer Relocation and Upgrades and 50th Street Water Extension project be amended by proceeding with 43<sup>rd</sup> Avenue Water and Sewer Relocation construction and engineering only for the 50<sup>th</sup> Street Water Extension, inclusive of the sewer extension component, and that the 50<sup>th</sup> Street Water and Sewer Extension project be reviewed for the 2014 budget.*

**CARRIED**

The 50<sup>th</sup> Street Water and Sewer Extension project was brought to Council in 2014 asking for additional funding which was not approved.

Two landowners would be benefited by this project, the Northern Lakes College and the Church of God in Christ (Hilltop Mennonite Church). Administration has talked to the two affected landowners to see receive updates on the history of this project. Northern Lakes College is serviced with both water and sewer currently. The only issue they have is that the water service to the Hilltop Mennonite Church is serviced from their property with a shutoff valve in one of the college buildings. The Church currently has a pump

**Author:** Sarah Martens      **Reviewed by:** Fred Wiebe      **CAO:** \_\_\_\_\_



**COSTS & SOURCE OF FUNDING:**

Administration estimates the cost for re-servicing water to the existing properties would cost approximately \$250,000 with funds coming from 50<sup>th</sup> Street Water and Sewer Extension Project - \$563,480.00. \$233,480 of the \$563,480.00 comes from an MSI Grant.

**SUSTAINABILITY PLAN:**

N/A

**COMMUNICATION:**

N/A

**RECOMMENDED ACTION:**

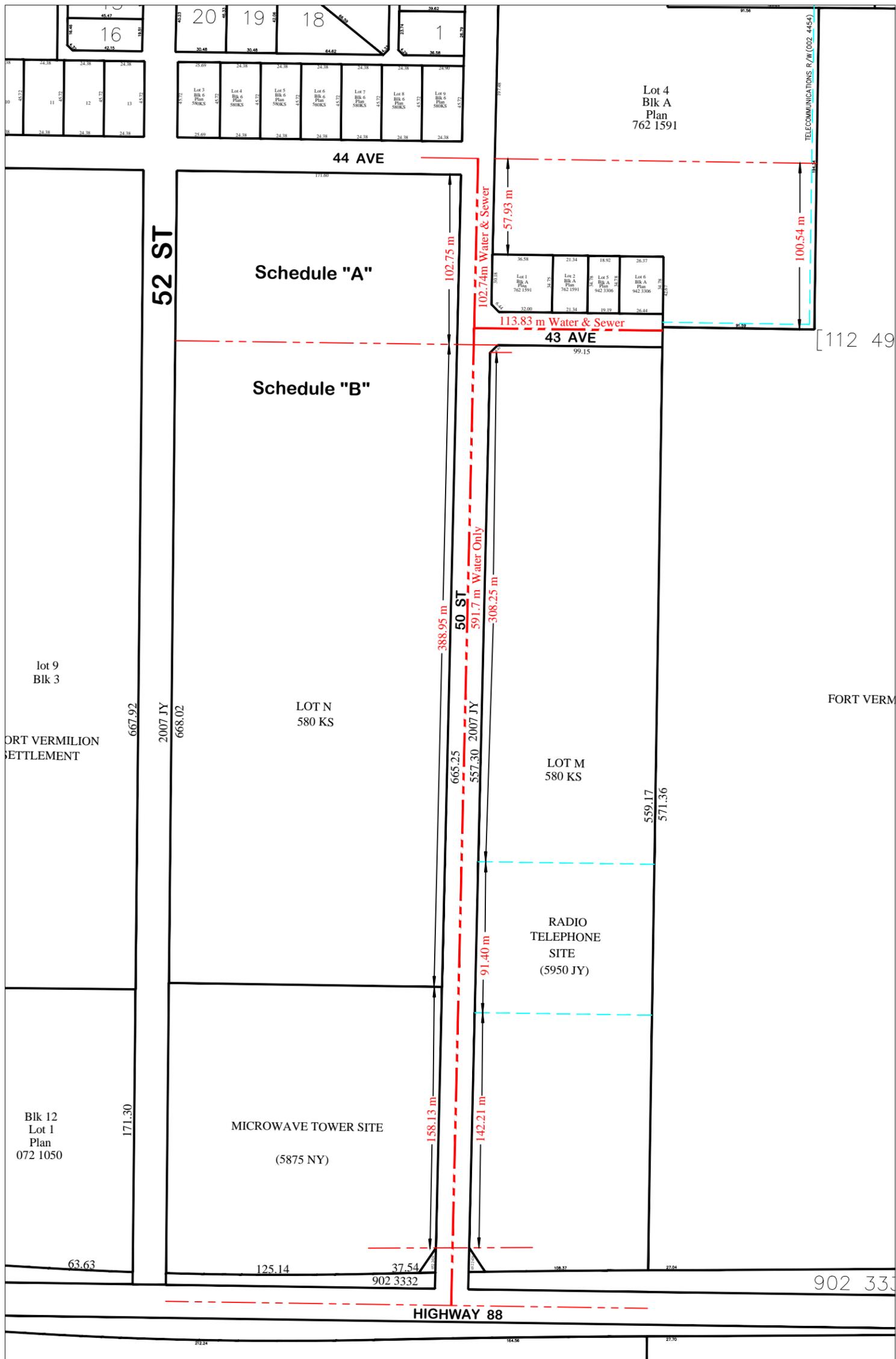
Simple Majority       Requires 2/3       Requires Unanimous

That the new project FV 49<sup>th</sup> Avenue Water Re-servicing be created and that \$250,000 be allocated to this project from the 50<sup>th</sup> Street Water and Sewer Extension Project.

**Author:** Sarah Martens      **Reviewed by:** Fred Wiebe      **CAO:** \_\_\_\_\_



# Fort Vermilion Water & Sewer Schedule "A" & "B"



Fort Vermilion  
50th Street & 43rd Avenue  
Water & Sewer Extension

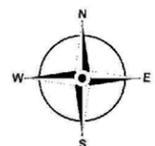
**DISCLAIMER**

Information on this map is provided solely for the user's information and, while thought to be accurate, is provided strictly "as is" and without warranty of any kind, either express or implied.

The County, its agents, employees or contractors will not be liable for any damages, direct or indirect, or lost profits or data arising out of use of information provided on this map.



**Mackenzie County**



**NOT TO SCALE**

PEACE RIVER



50th AVENUE

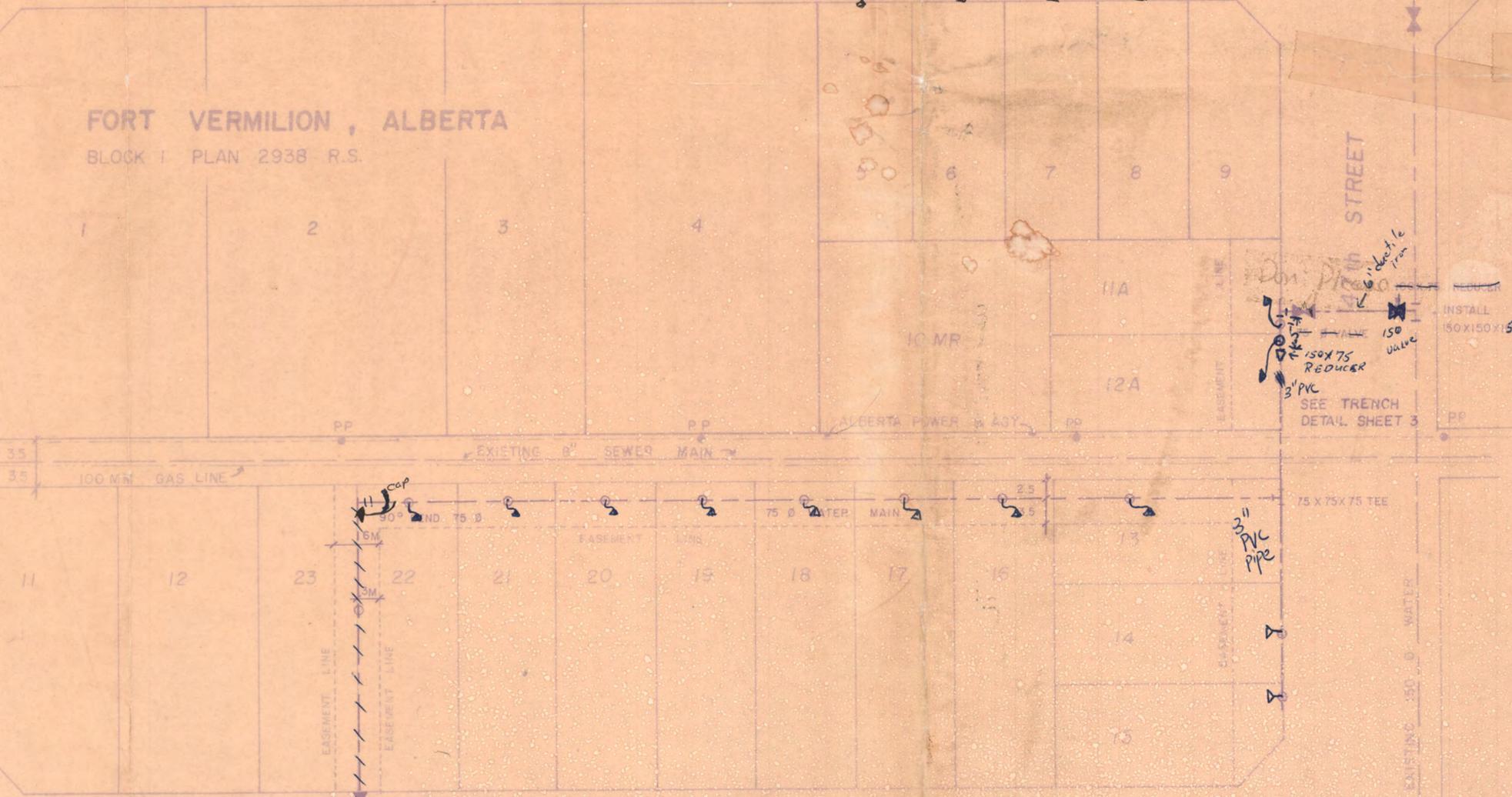
EXISTING 150 Ø WATER

FORT VERMILION, ALBERTA

BLOCK 1 PLAN 2938 R.S.

48th STREET

51st STREET



49th AVENUE

EXISTING 150 Ø WATER

100 X 75 REDUCER  
INSTALL 150 X 30 X 100

LEGEND

- SANITARY SEWER LINE
- GAS LINE
- WATER LINE
- EASEMENT LINE
- PP POWER POLE
- ALBERTA POWER & GAS
- WATER MAIN HOUP UP

BLACK GOLD RESOURCES  
MOBILE HOME PARK  
WATER SERVICE



OF 3 SHEETS

Kensemo engineering ltd.  
 PEACE RIVER, ALBERTA  
 DATE: SEPT 82 SCALE: 1:500  
 DESIGN: D.J.M. DRAWN: D.J.M.  
 JOB NO.



Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>October 11, 2016</b>
<b>Presented By:</b>	<b>Len Racher, Chief Administrative Officer</b>
<b>Title:</b>	<b>Information/Correspondence</b>

**BACKGROUND / PROPOSAL:**

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

- Correspondence – Town of High Level (Police Dog Service)
- Correspondence – Alberta Seniors and Housing (High Level Seniors Lodge)
- Correspondence – Alberta Environment & Parks (Phase III Land Sale)
- Correspondence – Alberta Environment & Parks (Buffalo Head Prairie Flood Control)
- Correspondence – Alberta Environment & Parks (Meeting Invitation)
- AAMDC Member Bulletin – Fall 2016 Advocacy Report Card and Endorsed Resolutions
- AAMDC Member Bulletin – Government of Alberta Accepting Applications on Crime Prevention and Victim Services Grant
- Mackenzie Housing Management Board Meeting Minutes
- La Crete Recreation Society Meeting Minutes
- REDI Meeting Minutes
- Northern Lakes College Consultation
- Community Infrastructure Partnership Project
- 
- 
- 
- 
- 
- 

Author: CG Reviewed by: CG CAO: \_\_\_\_\_

**OPTIONS & BENEFITS:**

**COSTS & SOURCE OF FUNDING:**

**SUSTAINABILITY PLAN:**

**COMMUNICATION:**

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

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

Author: C. Gabriel      Reviewed by: \_\_\_\_\_      CAO: \_\_\_\_\_



TOWN OF  
**HIGH LEVEL**

Town of High Level  
10511 - 103<sup>rd</sup> Street  
High Level, AB T0H 1Z0  
Canada

Telephone: (780) 926-2201  
Facsimile: (780) 926-2899  
town@highlevel.ca  
www.highlevel.ca

File: 7400 02

October 2, 2016

Marianne Ryan  
Deputy Commissioner  
Commanding Officer  
Alberta Headquarters  
11140 109th Street NW  
Edmonton, Alberta T5G 2T4

RECEIVED  
OCT 5 2016

MACKENZIE COUNTY  
FORT VERMILION OFFICE

Dear Deputy Commissioner Ryan,

Please accept this letter outlining the concerns the Town of High Level has in regards to the removal of the Police Dog Service from our Mackenzie County Region.

At AUMA in 2015, the Town discussed the importance of having the Police Dog Service (PDS) in our Region. It was confirmed at our meeting that a business case was being conducted and the Town would have an opportunity to provide input. While the Town appreciated the ability to provide input, we understand that not all of our neighbors were consulted.

The National Crime Severity Index (CSI) average is 69.71. At 243, High Level's CSI is four times the Canadian average. This statistic is alarming! Not only is High Level four times the Canadian average, we also have a higher CSI than Grande Prairie; Canada's most dangerous city. Surely, with statistics such as these, a reduction in policing services, including the loss of the (PDS) would be ill-advised for the safety of our residents.

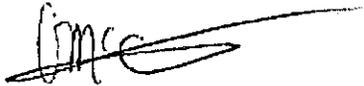
The Police Dog Service which is stationed in High Level is integral for policing in Alberta's largest region. High Level as the central point in the region provides support to all surrounding Municipalities, First Nations and Métis settlement. The travel distance from High Level to some of these surrounding areas is upwards of two hundred (200) kilometers or three hours of traveling time. If the unit were re-located to Peace River it would be upwards of a five hundred (500) kilometers or five hours of traveling time. Council feels that CSI of our region, the amount of given time to access this valuable resource from Peace River would not be effective.

In 2015, the High Level PDS had one hundred and sixty seven (167) calls for Police Dog service. The ability to have this resource available immediately in our region provided a much better response time for the violent crimes that affect our community. As you are aware, our current PDS is ERT trained which serves as a critical piece in dangerous situations. This position provides immediate assistance to detachment members that are already faced with a time-delays in receiving assistance from the ERT.

The Federal Government has made a huge commitment towards "Missing and Murdered Aboriginal Women. In 2015 High Level detachment reported 62 missing persons which involved numerous police hours. Many of these cases were First Nations, so removing the police dog from our area would leave a serious gap in our Detachment's ability to safely locate missing individuals.

In 2008, while in discussions with your office regarding the Police Dog Service, the Town of High Level offered to assist with the cost of providing the service. Council was very pleased when in 2009, K-Division took the position of provincially funding this service, because of its high importance to our region. It is our hope, that the RCMP will reconsider their decision, about relocating the PDS and continue their commitment to our region and to the safety of our citizens.

Sincerely,



Crystal McAteer  
Mayor

Cc. Honourable Minister Kathleen Ganley  
Philip Bryden, Deputy Minister  
Debbie Jabbour, MLA Peace River  
Mackenzie County  
Town of Rainbow Lake  
Town of High Level Council  
Dene Tha' First Nation  
Little Red River Cree Nation  
Beaver First Nation  
Tall Cree First Nation  
Superintendent Lyle Gelinas, RCMP Western Alberta District  
Staff Sergeant Brad Giles, RCMP High Level Detachment



ALBERTA  
SENIORS AND HOUSING

*Office of the Minister  
MLA, Edmonton-Riverview*

AR41746

October 4, 2016

Reeve Bill Neufeld  
Mackenzie County  
County Corporate Office  
4511 - 46 Avenue  
Box 640  
Fort Vermilion AB T0H 1N0

Dear Reeve Neufeld:

I would like to take this opportunity to commend and thank you and your council, along with all those involved, for your efforts in advancing the approved new seniors' lodge in High Level. As Minister of Seniors and Housing, I know how important this project is to your community.

Our government is committed to the development of the new lodge, and the capital commitment is secure. I am aware that ministry staff are reviewing the details and scope of the project, including the budget and number of units, and are analyzing those details with the local member municipalities, housing management bodies, and First Nations to see this project realised in your community. The new lodge will provide an affordable housing option to seniors in your area.

I am encouraged to hear High Level Housing Authority, Mackenzie Housing Management Board, and local First Nations are working together to create a single housing management body that will operate the new lodge.

I look forward to updates on progress, and the successful completion of the High Level Lodge project.

Sincerely,

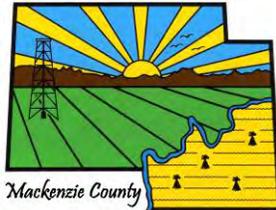
Lori Sigurdson  
Minister of Seniors and Housing

RECEIVED  
OCT 4 2016

MACKENZIE COUNTY  
FORT VERMILION OFFICE

cc: Debbie Jabbour  
MLA, Peace River

404 Legislature Building, 10800 - 97 Avenue, Edmonton, Alberta T5K 2B6 Canada Telephone 780-415-9550 Fax 780-415-9411  
9202B - 149 Street, Edmonton, Alberta T5R 1C3 Canada Telephone 780-414-0719 Fax 780-414-0721



## Mackenzie County

P.O. Box 640, Fort Vermilion, AB T0H 1N0  
Phone (780) 927-3718 Fax (780) 927-4266  
www.mackenziecounty.com

September 28, 2016

Mr. Darcy Beach  
Regional Executive Director, Peace Region  
Alberta Environment & Parks  
Bag 900-37, 3<sup>rd</sup> Floor Provincial Building  
9621-96 Avenue  
Peace River, AB T8S 1T4

Dear Mr. Beach:

**RE: PHASE III LAND SALE**

This letter is to request your continued support to expedite the Phase III land sales in the High Level area of Mackenzie County. We understand that the County has provided all necessary information needed, and that the next steps are in the Provinces' hands to move forward.

Please advise us on the status of the land sales, as we have many potential future farmers very anxious to purchase and develop this prime farm land.

Thank you for your attention to this matter. If you require any further information, I can be reached at (780) 927-3718 or email [lracher@mackenziecounty.com](mailto:lracher@mackenziecounty.com).

Yours sincerely,

Len Racher  
Chief Administrative Officer

c: Mackenzie County Council  
William (Bill) Kostiw, Intergovernmental Relations & Special Projects  
Coordinator, Mackenzie County



## Mackenzie County

P.O. Box 640, Fort Vermilion, AB T0H 1N0  
Phone (780) 927-3718 Fax (780) 927-4266  
www.mackenziecounty.com

September 29, 2016

Mr. Andre Corbould  
Deputy Minister  
Alberta Environment & Parks  
11<sup>th</sup> Floor South Petroleum Plaza  
9915-108 Street  
Edmonton, AB T5K 2G8

Dear Mr. Corbould:

**RE: BUFFALO HEAD PRAIRIE FLOOD CONTROL**

This letter is further to our 2014 grant application under the Community Resilience Grant Program for the construction of the Buffalo Head Flood Control project.

The original application was not approved, however, was deemed eligible and we were advised that it would be reconsidered for grant funding with the next round of applications. Further to this original application we have modified the project and submitted a revised application with a reduced project scope and reduced the cost estimate.

The project revision is to change the man made retention pond to a full  $\frac{1}{4}$  section of wetland, in approximately the same location. The reduced scope is a change in construction to include ditching of less capacity on each side of the existing road allowance. These two changes reduce the cost estimate of the overall project from 6.8 million to 4.6 million.

In our opinion improving and enhancing the use of natural wetlands as well as reducing overall costs should make the project much more viable for provincial funding.

Therefore, we respectfully request your support for this vital community project as it will greatly reduce flooding and mitigate further damage to public, community, and private property.

...2

September 29, 2016

Thank you for your consideration and if you require further information, I may be reached at (780) 841-1806 or our Chief Administrative Officer, Len Racher, at (780) 927-3718 or email [lracher@mackenziecounty.com](mailto:lracher@mackenziecounty.com).

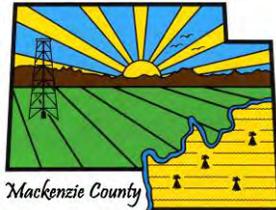
Yours sincerely,



Bill Neufeld  
Reeve  
Mackenzie County

Encl.

c: Ms. Debbie Jabbour, MLA – Peace River, Chair – Northern Alberta  
Development Council  
Mackenzie County Council  
Len Racher – Chief Administrative Officer, Mackenzie County  
William (Bill) Kostiw – Intergovernmental Relations & Special Projects  
Coordinator, Mackenzie County  
Alison Roberts – Community Resilience Program Coordinator, Alberta  
Environment & Parks



## Mackenzie County

P.O. Box 640, Fort Vermilion, AB T0H 1N0  
Phone (780) 927-3718 Fax (780) 927-4266  
www.mackenziecounty.com

September 29, 2016

Mr. Andre Corbould  
Deputy Minister  
Alberta Environment & Parks  
11<sup>th</sup> Floor South Petroleum Plaza  
9915-108 Street  
Edmonton, AB T5K 2G8

Dear Mr. Corbould:

**RE: MEETING INVITATION**

Thank you for taking time to meet with Councillor Braun, William Kostiw, and myself at the AFPA Conference on September 22, 2016 to discuss caribou and other Alberta Environment and Parks matters. Your time was appreciated.

Further to this brief discussion, we would really appreciate your attendance at a private meeting with Council and myself at our County office in Fort Vermilion. We could host you at your earliest convenience and perhaps have an hour or so meeting followed by lunch and an aerial tour of the northern part of the County.

Our matters of discussion would be the caribou strategy and related industry concerns. If time permits we could discuss water management projects or other issues as you see fit.

Thank you for your consideration and we really look forward to having you visit us in the far northwest. I may be reached at (780) 927-3718 or (780) 841-9166 or by email [lracher@mackenziecounty.com](mailto:lracher@mackenziecounty.com).

Yours sincerely,

Len Racher  
Chief Administrative Officer

c: Reeve and Council, Mackenzie County

## Fall 2016 Advocacy Report Card and Endorsed Resolutions - Now Available!

The AAMDC is pleased to provide the membership with an update on advocacy efforts in the [Fall 2016 Advocacy Report Card](#). Section 1 of the *Advocacy Report Card* includes the Government of Alberta responses to resolutions endorsed at the spring 2016 convention and Section 2 provides an update on all other active resolutions. The AAMDC would like to emphasize that Section 1 only reflects the AAMDC's reaction to initial response received from the Government of Alberta and that further advocacy efforts on all resolutions are in progress.

The AAMDC [resolutions database](#) has been updated to reflect the status changes and developments included in the *Fall 2016 Advocacy Report Card*.

As an advocacy organization, it is important to note that just because a resolution has been assigned a status of Accepted, it is still reviewed for every *Advocacy Report Card*. Following each review, the status can be changed depending on developments that have occurred. Even after resolutions expire, regardless of their status, the AAMDC continues to refer to them when related issues arise.

Resolutions form an integral part of the AAMDC's advocacy efforts and the AAMDC would like to acknowledge the work the membership undertakes in drafting and debating resolutions that reflect issues of importance to rural municipalities. Endorsed resolutions provide direction for the association and enable focused advocacy efforts.

Enquiries and comments may be directed to:

Tasha Blumenthal  
Policy Analyst  
780.955.4094

Kim Heyman  
Director of Advocacy & Communications  
780.955.4079

September 29, 2016

## Government of Alberta Accepting Applications on Crime Prevention and Victim Services Grant

The **Government of Alberta** has made available a limited-time **Civil Forfeiture Grant (CFG)** to provide municipalities and non-profit agencies with funding in support of projects that aim to reduce crime or enhance victim services. The CFG includes two million dollars in funding from proceeds generated through the sale of property seized in relation to criminal activities.

Per-project funding will range between \$50,000 and \$200,000, and will be available for projects lasting up to two years. Funded projects must focus on one of the following:

### *Crime prevention*

- Community mobilization efforts to address localized crime issues
- Prolific offending
- Gang reduction initiatives

### *Victim services*

- Capacity development of victim service organizations
- Engagements/partnerships to serve victims
- Community safety planning for victims

To apply, complete the **CFG application form** and email it to [cprj@gov.ab.ca](mailto:cprj@gov.ab.ca). Hard copies are also accepted. Mail the application to:

Crime Prevention and Restorative Justice Unit  
Civil Forfeiture Grant Program  
Program and Policy Development Branch  
Public Security Division, Alberta Justice and Solicitor General  
10th Floor, John E. Brownlee Building  
10365 - 97 Street NW  
Edmonton, AB T5J 3W7

The application deadline is **October 27, 2016 at noon**. For more information, [click here](#).

Enquiries may be directed to:

Wyatt Skovron  
Policy Analyst  
780.955.4096

Kim Heyman  
Director, Advocacy and Communications  
780.955.4079

**MACKENZIE HOUSING MANAGEMENT BOARD  
REGULAR BOARD MEETING  
June 27, 2016 – 10:00 A.M.  
Fireside Room – Heimstaed Lodge**

**In Attendance:** George Friesen-Chair  
John W Driedger joined at 10:12 a.m.  
Wally Schroeder-Vice Chair via teleconference at 9:58 a.m.  
Paul Driedger  
Wally Olorenshaw  
Ellis Forest  
Peter H. Wieler  
Shirley Rechlo

**Regrets:** Erick Carter  
Mike Kowal

**Administration:** Barbara Spurgeon, Chief Administrative Officer  
Eva Klassen, Lodge Manager  
Phill Peters, Operations Manager  
Zona Peters, Health Care Manager  
Henry Goertzen, Property Manager

**Call to Order:** Chair George Friesen called the Board meeting to order at 10:00 a.m.

**Agenda:** **Approval of Agenda**

16-99 Moved by Ellis Forest

That the agenda be approved as distributed.

Carried

**Minutes:** **May 30, 2016 Regular Board Meeting Minutes**

16-100 Moved by Peter Wieler

That the May 30, 2016 Regular Board Meeting be approved as distributed.

Carried

John W Driedger joined the meeting at 10:12 a.m.

**Reports:** **CAO Report**

16-101 Moved by Wally Schroeder

That the Chief Administrative Officer report be received for information.

Carried

**Financial Reports** **Lodge Financial Reports – May 31, 2016**

16-102 Moved by Shirley Rechlo

That the May 31, 2016 Lodge financial report be received for information.

Carried

**High Level Lodge Reports – May 31, 2016**

16-103 Moved by Wally Olorenshaw

That the May 31, 2016 High Level Lodge financial report be received for information.

Carried

**Assisted Care Financial Reports – May 31, 2016**

16-104 Moved by Peter Wieler

That the May 31, 2016 Assisted Care financial report be received for information.

Carried

**Housing Financial Reports – May 31, 2016**

16-105

Moved by John W Driedger

That May 31, 2016 Housing financial report be received for information.

Carried

**Arrears Report to May 31, 2016**

16-106

Moved by Ellis Forest

That the May 31, 2016 arrears report be received for information.

Carried

**New Business:**

**Amalgamation Update**

16-107

Moved by Shirley Rechlo

That the update on the proposed amalgamation be accepted for information.

Carried

**Update on Mackenzie House**

16-108

Moved by Shirley Rechlo

That the update on the progress of Mackenzie House be accepted for information.

Carried

**Update on Application for Charitable Status**

16-109

Moved by Wally Olorenshaw

That an application for charitable status not be pursued at this time, but be recommended to the newly formed management body.

Carried

**Information:**

16-110

**Information items**

Moved by Wally Schroeder

That the following be accepted for information.

- Bank reconciliation for May 2016
- Provincial Housing Initiative
- Letter from Noreen McAteer

Carried

Chair George Friesen recessed the meeting at 11:00 a.m.

Chair George Friesen reconvened the meeting at 11:05 a.m.

**In Camera:**

16-111

**Land / Legal / Labour**

Moved by Wally Olorenshaw

That the meeting move to in camera at 11:06 a.m.

Carried

16-112

Moved by Wally Schroeder

That meeting move out of in camera at 12:00 p.m.

Carried

16-113

Moved by Ellis Forest

That Chair George Friesen attend the meeting with Alberta Housing on July 5, 2016

Carried

**Next Meeting Date:** Regular Board Meeting – September 26, 2016  
Fireside Room – Phase I Heimstaed Lodge

**Adjournment:**

16-114 Chair George Friesen adjourned the meeting of June 27,  
2016 at 12:02 p.m.

Carried

---

George Friesen, Chair

---

Barbara L. Spurgeon  
Chief Administrative Officer

LA CRETE RECREATION SOCIETY  
REGULAR MEETING  
APRIL 14, 2016

Northern Lights Recreation Centre  
La Crete, Alberta

President: Abe Fehr, President  
Simon Wiebe, Vice President  
Wendy Morris, Secretary-Treasurer  
Ken Derksen, Director  
Dave Schellenberg, Director  
Jeff Wiebe, Director  
John Zacharias, Director  
George Derksen, Director  
Peter F. Braun, County Rep  
Philip Doerksen, Arena Manager

Absent:  
Shawn Wieler, Director

Call to Order: President Abe Fehr called the meeting to order at 6:07 p.m.

Approval of Agenda

1. Peter Braun moved to accept the agenda as amended.  
-Add 8.3 Cold Storage

CARRIED

Approval of Previous Meeting's Minutes

1. Simon Wiebe moved to accept the March 10, 2016 Regular Meeting Minutes as presented.

CARRIED

Business from the Minutes

1. Philip checked into cost of natural gas in Blumenort, it is quite expensive. This will be put into budget for next year.

Review of Action Sheet

1. Reviewed items and took off those that were completed.

## Financial Report

### Reviewed financials

1. Still waiting for some money from loggers and truckers. Figure skating is still owing money as well. This will be paid once their kitchen cheque is received.
2. Financials will be corrected and reprinted. \$95 000 was put into capital when it should have been put into operating.

John Zacharias moved to accept financials as amended.

CARRIED

### Manager's Report – Philip Doerksen

1. Challenge cup made about \$9000. \$20 000 in donations were received.
2. Loggers and Truckers are asking for a better rate because they fundraise and donate to non-profits.
3. Correction noted to Manager's Report: ice plant was shut down on March 9<sup>th</sup>, not the 8<sup>th</sup>.
4. Some work will be done on the bowling alley this summer. It is now shut down and is only open by advanced booking.
5. Cimco suggested that a portion of the steel pipes that connect the chiller to the ice may need to be replaced with plastic pipes. They will give us a quote.
6. John Acreman is starting spring and summer events now.

Jeff Wiebe moved to accept Manager's Report as amended.

CARRIED

### New Business

#### 8.1 Emergency Procedures

Discussion regarding emergency procedures. A room will be designated to be used for medical during major events/tournaments.

#### 8.2 Call for Requests for Blue Hills Rink

1. Reviewed request: added rebar and other minor changes as required.
2. Date of site meeting changed to May 2 at 2:00 p.m.

#### 8.3 Cold Storage

Philip will talk to John Fehr and Northern Truss about getting engineered drawings for cold storage.

Simon Wiebe moved to go in camera at 7:25 p.m.

Dave Schellenberg moved to go out of camera at 7:36 p.m.

Wendy Morris moved that the meeting be adjourned at 7:38 p.m.

Next Meeting will be May 12<sup>th</sup>, 2016.

LA CRETE RECREATION SOCIETY  
REGULAR MEETING  
MAY 12, 2016

Northern Lights Recreation Centre  
La Crete, Alberta

Present: Abe Fehr, President  
Wendy Morris, Secretary-Treasurer  
Ken Derksen, Director  
Jeff Wiebe, Director  
Shawn Wieler, Director  
Dave Schellenberg, Director  
John Zacharias, Director  
Peter F. Braun, County Rep  
Philip Doerksen, Arena Manager  
Absent:  
Simon Wiebe, Vice President  
George Derksen, Director

Call to Order: President Abe Fehr called the meeting to order at 6:01 p.m.

Approval of Agenda

1. Add 8.4 Jeff Wiebe resignation and curling representative
  2. Add 8.5 Water at La Crete Ball Diamonds
- Peter Braun moved to accept the agenda as amended.

CARRIED

Approval of Previous Meeting's Minutes

1. Ken Derksen moved to accept the April 14, 2016 Regular Meeting Minutes as presented.

CARRIED

Business from the Minutes

1. Emergency Procedures for arena will be discussed at the summer meeting.

Review of Action Sheet

1. Added Emergency procedures and a date for natural gas for Blumenort.

## Financial Report

### Reviewed financials

1. Gary is coming in to review financials tomorrow.

Shawn Wieler moved to accept financials as presented. CARRIED

### Manager's Report – Philip Doerksen

1. Skate sharpener is being refurbished.
2. RV Trade Show was held at the arena.
3. Ball started May 3. Shane got diamonds ready.
4. Abe and Philip went to Blue Hills yesterday to get measurements. Tender is now ready to go.

Jeff Wiebe moved to accept the Manager's Report as presented. CARRIED

John Zacharias arrived at 6:20.

### New Business

#### 8.1 Storage Shed

Discussed storage shed.

Abe Fehr moved that the storage shed project will be put on hold due to escalating costs. CARRIED

#### 8.2 Outdoor Lights

There is money in the budget for outdoor lights and lights in front of arena; this needs to be put to tender.

#### 8.3 Operating Budget

Philip will review the budget numbers for the additional \$12 000 for Recreation Director Position.

#### 8.4 Jeff Wiebe Resignation

As Jeff is moving in the fall, he is resigning from the La Crete Recreation Society. A new curling rep will be needed. Jeff has talked to a couple guys about possibly taking this position. Jeff will bring names to the board and board will contact new rep. Abe thanked Jeff on behalf of the Recreation Society for representing curling on the board.

#### 8.5 Water at La Crete Ball Diamonds

Philip wants to purchase a water pump and tank to hook to a truck. It will cost approximately \$1000. Philip will use his own trailer to haul it.

Wendy Morris moved that Philip purchase a 2" water pump and a 270 gallon tank for approximately \$1000. CARRIED

John Zacharias moved to go in camera at 7:04 p.m.

Peter Braun moved to go out of camera at 7:07 p.m.

Peter Braun moved that the meeting be adjourned at 7:11 p.m.

Next Meeting will be June 16, 2016.

LA CRETE RECREATION SOCIETY  
REGULAR MEETING  
JUNE 16, 2016

Northern Lights Recreation Centre  
La Crete, Alberta

Present: Abe Fehr, President  
Simon Wiebe, Vice President  
Wendy Morris, Secretary-Treasurer  
Ken Derksen, Director  
John Zacharias, Director  
George Derksen, Director  
Dave Schellenberg, Director  
Shawn Wieler, Director  
Peter F. Braun, County Rep  
Philip Doerksen, Arena Manager

Absent:

Call to Order: President Abe Fehr called the meeting to order at 5:58 p.m.

Approval of Agenda

- Add: 8.5 Arena manager job position/Arena employee benefits.
- 8.6 Basketball courts
- 8.7 Sound system.

Ken moved to accept the agenda as amended.

CARRIED

Approval of Previous Meeting's Minutes

1. Shawn Wieler moved to accept the May 12, 2016 regular Meeting Minutes as presented.

CARRIED

Business from the Minutes

1. Discussed 8.1 storage shed; money has been reallocated to Blue hills rink.

Review of Action Sheet

1. Reviewed Action Sheet. It was discussed that facility emergency procedures will be discussed and reviewed at the August meeting.

#### Financial Report

1. Financials were discussed.

Peter Braun moved to accept financials as presented.

CARRIED

#### Manager's Report – Philip Doerksen

1. Ball diamonds were drug up to four times a week. Some bleachers were replaced.
2. Philip attended Canada Day meetings.
3. Philip went to Fort Vermilion to inquire about Operating Grant. This is now resolved.
4. Several events have been held at the arena: Auction sale, Auto Show and LCPS Graduation.
5. Painted pickleball court lines were painted on the curling rink.

John Zacharias moved to accept Manager's Report as presented.

CARRIED

#### New Business

##### 8.1 Blue Hills Rink Project

Reallocation of funds from the storage shed project to the Blue Hills Rink project was approved by County.

##### 8.2 Outdoor lighting

Abe made a motion that the contract for outdoor lighting be awarded to Redline Electric.

CARRIED

##### 8.3 Grant

Canada 150 Federal Grant was discussed.

Dave Schellenberg made a motion that the La Crete Recreation Society contribute \$10 000 towards the capital portion of the Northern Lights Recreation Centre lobby renovation project.

CARRIED

##### 8.4 ATB Financial: PAYD for MasterCard and Visa

Philip discussed benefits of PAYD. He will look into the cost of the pin pad.

Simon made a motion that Philip will purchase PAYD for MasterCard/Visa, with a limit of \$200 purchase price for the equipment.

CARRIED

### 8.5 Arena Manager Job/Employee Benefits

Philip discussed that he would like to have some benefits for permanent arena staff. They are currently purchasing clothing items such as shirts and hoodies annually. The purpose of this is so that arena staff are identifiable. Philip asked the board if it would also be possible for the permanent, full time arena staff to purchase a new pair of work boots annually.

Philip also inquired about the possibility of being paid 10% of all capital that he has raised, as opposed to the current 10% that he is being paid for board advertisements. Or possibly a matching RSP.

Next summer, Philip would like to do take 3 or 4 month off on an unpaid leave. He finds that he is always on call at the arena and would like some time off to recharge. Shane would be left in charge.

### 8.6 Basketball Courts

Community members brought a basketball court project to Philip's attention. Philip shared the information that has been shared with him. General consensus of the board was that we would be in support of the project.

### 8.7 Sound System

The poor quality of arena sound system was discussed. Philip has worked for many years on this system and had made many improvements, however, the sound quality is still inadequate and needs to be improved. The board agreed that Redline should be called in to look at the sound system and try to improve on it or make some recommendations as to future direction.

George Derksen moved to go in camera at 7:05 p.m.

Dave Schellenberg moved to go out of camera at 7:21 p.m.

Discussion out of camera:

The board discussed that one of the following would be done in regards to employee benefits:

1. 10% of capital fundraising or 2. RSP equal to 4% of wages – matching. The board will give up to \$200 allowance for work boot per year for full time permanent employees.

Decision will be finalized next meeting.

Philip's request for time off was also discussed. More information about benefits will be required. Philip may need to be available for consultation if lobby renovation project is underway.

Wendy Morris moved that the meeting be adjourned at 7:26 p.m.

Next Meeting will be August 18<sup>th</sup>, 2016.

LA CRETE RECREATION SOCIETY  
REGULAR MEETING  
AUGUST 18, 2016

Northern Lights Recreation Centre  
La Crete, Alberta

Present: Abe Fehr, President  
Simon Wiebe, Vice President  
Wendy Morris, Secretary-Treasurer  
Ken Derksen, Director  
George Derksen, Director  
Dave Schellenberg, Director  
Shawn Wieler, Director  
John Zacharias, Director  
Peter F. Braun, County Rep  
Philip Doerksen, Arena Manager

Absent:

Call to Order: President Abe Fehr called the meeting to order at 6:01 p.m.

Approval of Agenda

1. Peter Braun moved to accept the agenda as presented.

CARRIED

Approval of Previous Meeting's Minutes

1. Dave Schellenberg moved to accept the June 16, 2016 regular Meeting Minutes as presented.

CARRIED

Business from the Minutes

1. Payd system is working well.

Review of Action Sheet

1. Reviewed Action Sheet and removed completed items.

## Financial Report

1. Discussed swimming pool money. Discussed investing in a GIC as nothing is happening with this money right now.

Abe Fehr made a motion to invest swimming pool money in a GIC with a monthly renewal until otherwise directed by swimming pool committee.

CARRIED

Ken Derksen moved to accept financials as presented.

CARRIED

## Manager's Report – Philip Doerksen

1. Work done in bowling alley.
2. Four students hired to run summer programs through government grant.
3. Ball diamonds reseeded and fertilized.
4. Maintenance work done in arena.
5. Only two advertising spots left on the arena boards.
6. Emergency treatment room set up in one of the old dressing rooms.
7. Sound system being fixed tomorrow.
8. Philip met with Len at the County.
9. Rough estimate: ice will be in and usable Oct 3.

Dave Schellenberg moved to accept Manager's Report as presented.

CARRIED

## New Business

### 8.1 Facility Emergency Procedures

1. Treatment room set up.

### 8.2 Review Engagement

1. Philip will present financials at the Sept AGM as an accountant will not be available.
2. Reviewed Year End Financials; Philip will look into Assets – why is the “cash” line so high?

### 8.3 Outdoor Rink Subcommittee

1. Discussed possibility of caretaker agreements; received favorably by the board.
2. Discussed functioning of subcommittees and their responsibilities:
  - minimum of 3 people on each subcommittee for each outdoor rink
  - each committee will be encouraged to take care of the security (community watch)

The discussion on subcommittees will be continued and subcommittees will be pursued at the outdoor arenas.

Suggestions about subcommittees and agreement will be accepted until the next meeting. Representatives from communities with outdoor rinks should begin looking for community members willing to serve on these committees.

8.4 Resignation – Abe Fehr has submitted his resignation letter to the La Crete Recreation Society. He is willing to chair the AGM as his last meeting.

Peter Braun left at 7:05.

Shawn Wieler moved to go in camera at 7:13 p.m.

John Zacharias moved to go out of camera at 7:14 p.m.

George Derksen moved that the meeting be adjourned at 7:15 p.m.

Next Meeting will be September 15, 2016 at 6:00 p.m. The AGM will be at 7:30 p.m. on September 15.



**Board Meeting  
REDI Northwest Alberta**

*Town of High Level Office – Room 150, High Level  
September 13, 2016 • 5:30 pm*

**MEETING MINUTES**

**incredible!**

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**ATTENDANCE**

**REDI Board Members**

Lisa Wardley, Chair  
Chris MacLeod, Vice-chair  
Crystal McAteer  
Mike Osborn  
Peter Braun  
Dan Dibbelt, REDI Manager

**Regrets**

Lucille Labrecque  
Kevin Delorey  
Dan Fletcher  
Larry Neufeld

**Guests**

Byron Peters, Mackenzie County  
Andrew O'Rourke, Mackenzie County  
Lisa Houle, Province of Ab  
Joni Aylward, Aylward Research  
Shelia Willis, FHNAS

**1. CALL TO ORDER**

Chair Lisa Wardley called the meeting to order at 6:01 PM

**PRESENTATION 1.**

Shelia Willis gave an overview presentation of their new online self-guided tour phone app of Northern Alberta. [www.fhnas.com](http://www.fhnas.com)

Shelia was asked to make contact with Kami Currie and MFTA with REDI's Carcajou Project.

**2. REVIEW & ADOPTION OF THE AGENDA**

**Motion:**

That REDI accept the agenda as amended.

**CARRIED**

**Moved by: Chris MacLeod**

**3. MINUTES OF June 8th, 2016 REDI MEETING**

**Motion:**

That REDI accept the minutes of the REDI June 8th, 2016 meeting.

**CARRIED**

**Moved by: Peter Braun**

**4. YTD FINANCIAL REPORT TO AUGUST 31st, 2016**

**Motion:**

That REDI accept the financials as presented.

**Moved by: Chris MacLeod**

***CARRIED***

## **5. OLD BUSINESS & PROJECT UPDATES**

### **I. Shadow Population Report**

Joni Aylward of Aylward Research presented the findings and high lights of the now completed Shadow Population Report. The following recommendations were proposed;

Recommendation 1: Support AAMDC Request to Change Definition of Shadow Population

During the Spring 2014 Convention, The Alberta Association of Municipal Districts and Counties presented Resolution #10-14S which requested that the current regulations regarding shadow population counting be revised to allow for greater flexibility and to better reflect the realities of a community's experience.

The Shadow Population in the REDI Region

Page 49 of 49

Recommendation 2: Creation of Work camp Information Depository

A petition to the Deputy Minister's Office that all pertinent information pertaining to industrial and/or commercial work camps: 1) be entered into a single work camp information depository that can be accessed and shared across Government departments; 2) that all Government departments collecting information on industrial and/or commercial work camps be required to enter the data collected into the depository. This petition can be conducted in partnership with the Alberta Association of Municipal Districts and Counties.

Recommendation 3: Regional Impact Funding

Petition to the Deputy Minister's Office that the collection and calculation of a shadow population be taken out of the municipal census framework. Alternatively, the tracking and financial compensation for hosting a shadow population should be incorporated into a social policy. The funds received under this new social policy should be distributed to communities through a northern advocacy organization such as the Northern Alberta development Council.

**Motion:**

That REDI share the Shadow Population Report and recommendations with REDI's municipal members.

**Moved by: Peter Braun**

***CARRIED***

### **II. Government of Alberta REDI Reporting Documents**

The REDI Board reviewed the covering letter, financial tracking sheet, 2016 2017 and Operations Plan.

**Motion:**

**Moved: Chris MacLeod**

That REDI approve the GOA application and reports.

**CARRIED**

**III. Mackenzie Oat Processors Association update**

Mackenzie Oat Producers are having concerns with their contractors.

**Motion:**

**Moved: Peter Braun**

That REDI request a written update report for the next REDI meeting.

**CARRIED**

**IV. Business Survey update and presentation**

An overview of the information and data collected to date was circulated for information.

**Motion:**

**Moved: Peter Braun**

That REDI extend the deadline for the High Level Chamber of Commerce for completion of the High Level – Rainbow Lake portion of the Business Survey until Sept 30, 2016. Further, if still uncompleted, issue payment on prorated basis and hire a consultant to complete the survey.

**CARRIED**

**V. Retail Gap Analysis**

**Motion:**

**Moved: Chris MacLeod**

That REDI invite Cushing Terrell to the next meeting (AGM) to present the REDI Region Gap Analysis.

**CARRIED**

**VI. Northern Alberta Broadband Preparedness Project**

**Motion:**

**Moved: Crystal McAteer**

That REDI send Dan Dibbelt to the upcoming Oct 10, 2016 meeting in partnership with PREDA.

**CARRIED**

**VII. NTAB Update**

The next NTAB meeting will take place in Edmonton at 6 PM Nov 14, 2016. Potential guests include Robin Campbell and the G7G rail line to Alaska.

**VIII. Carcajou contract update**

**Motion:**

**Moved: Crystal McAteer**

That the Carcajou contract update be received for information.

**CARRIED**

## **6. OTHER**

### **I. REDI Bursary**

REDI Manager Dan Dibbelt will draft a Bursary plan and options for the next meeting.

### **II. REDA Managers meeting**

The next REDA Managers meeting will be a teleconference on Oct 4<sup>th</sup>, 2016.

### **III. Community & Regional Ec/Dev Support**

Lisa Houle outlined the new funding opportunity from the Province of Alberta. The Federal Government's Invest In Canada program was also discussed.

### **IV. AUMA, AAMDC, EDAC**

These meetings were discussed. REDI Manager Dan Dibbelt will be attending EDAC to maintain his certification.

## **7. AROUND THE TABLE COMMENTS**

The upcoming Alberta Cariboo Protection proposal was discussed.

## **8. ADJOURNMENT & NEXT MEETING**

The REDI meeting adjourned at 9:15 PM.

The next REDI Meeting will be the Annual General Meeting at 5:30 PM, Wed October 12<sup>th</sup>, 2016 at the Town of High Level, Room 150.

Lisa Wardley  
REDI Chair

Northern Lakes College Community  
Consultation  
**HAVE YOUR SAY!**



Refreshments  
provided.

You are invited to join Northern Lakes College in a conversation about post-secondary education in the north. NLC is committed to our communities and aligning programs with labour market demands.

We want to hear from community members, business leaders, health professionals, government officials and educators about how we can contribute to the healthy development of our communities through post-secondary education.

**Please RSVP your attendance by email to  
[joosm@northernlakescollege.ca](mailto:joosm@northernlakescollege.ca)**

[northernlakescollege.ca](http://northernlakescollege.ca)  
1.866.652.3456



**NORTHERN LAKES**  
**COLLEGE**

Start Here. Go Anywhere.

**DATES:**

**Athabasca Campus**

September 28th  
3:00 pm - 4:30 pm

**Slave Lake Campus**

September 29th  
3:00 pm - 4:30 pm

**High Level Campus**

October 11th  
3:00 pm - 4:30 pm

**Peace River Campus**

October 12th  
3:00 pm - 4:30 pm

**High Prairie Campus**

October 17th  
3:00 pm - 4:30 pm

**From:** [William Neufeld](#)  
**To:** [Council](#); [Len Racher](#); [Carol Gabriel](#)  
**Subject:** Help Trevor  
**Date:** October-07-16 9:57:05 AM

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## Community Infrastructure Partnership Project



Sent  
from my  
iPad

**Be part of the change, [apply now!](#)**

Is your First Nation or municipality ready to collaborate on solid waste management, including recycling and composting?

[Apply now](#) to our new **Community Infrastructure Partnership Project**.

### About the program

Funded by Indigenous and Northern Affairs Canada, the Community Infrastructure Partnership Project is an FCM national pilot program focused on First Nations-municipal joint solid waste management.

This 18-month initiative will enhance the capacity of participating First Nations and adjacent municipalities to develop and implement joint solid waste management municipal type service agreements (MTSA).

The project will provide tools to support First Nation-municipal waste partnerships and facilitate the development of equitable and sustainable MTSA.

In Manitoba, the project will be implemented in collaboration with the Centre for Indigenous Environmental Resources.

### Learn more about relationship building

The previous Community Infrastructure Partnership Program focused on joint water service agreements between First Nations and municipalities as well as capacity building, and offers many [useful resources](#) including service agreement templates, case studies and webinars.



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News

[Municipalities and First Nations to participate in joint solid waste management projects](#)

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