

MUNICIPAL DISTRICT OF MACKENZIE NO. 23
COMMITTEE OF THE WHOLE MEETING

Tuesday, November 27, 2001
4:00 p.m.

Council Chambers, Provincial Building
High Level, Alberta

AGENDA

- | | | | | |
|---|----|----|--|---------|
| <u>CALL TO ORDER:</u> | 1. | a) | Call to Order | Page 1 |
| <u>ADOPTION OF AGENDA:</u> | 2. | a) | Adoption of Agenda | Page 1 |
| <u>DELEGATIONS:</u> | 3. | a) | Heliport Road Residents | Page 7 |
| | | b) | Proposed Establishment of a Bluehills Fire Department | Page 11 |
| <u>ORGANIZATIONAL:</u> | 4. | a) | Chair for Committees
<i>Council needs to determine who chairs the various items on the agenda</i> | Page |
| | | b) | | Page |
| <u>RECREATION AND TOURISM:</u> | 5. | a) | | Page |
| | | b) | | Page |
| <u>COMMUNITY SUPPORT SERVICES:</u> | 6. | a) | | Page |
| | | b) | | Page |

**PLANNING/
DEVELOPMENT/
EMERGENCY:**

7. a) Director's Report for mid-September to mid-November *Page 27*
- b) Permit Statistics Report to October 31, 2001 *Page 31*
- c) Setbacks for Shelter Belts Adjacent to Municipal Road Allowances *Page 35*
- d) *Page*
- e) *Page*

**AGRICULTURE
SERVICES:**

8. a) *Page*
- b) *Page*

**ADMINISTRATIVE,
COUNCIL,
PERSONNEL:**

9. a) Director's Report *Page 45*
- b) *Budget mtg* *Page*
- c) *Page*

**PROTECTIVE
SERVICES:**

10. a) Director's Report for September and October *Page 47*
- b) *Page*
- c) *Page*

**TRANSPORTATION
SERVICES:**

11. a) Director's Report *Page 51*
- b) Reduction in Provincial Transportation Grants *Page 53*
- c) *Ditch Maintenance* *Page*
- d) *Page*

**UTILITY
SERVICES:**

- 12. a)
- b)

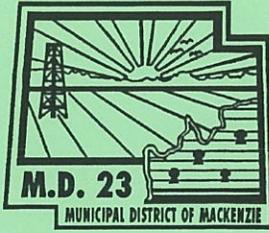
Page

Page

ADJOURNMENT:

- 13. a) Adjourn Committee of the Whole Meeting

M.D. of Mackenzie No. 23



Request For Decision

Meeting:	Committee of the Whole
Meeting Date:	November 27, 2001
Originated By:	Ivan Perich, Director of Operational Services
Title:	Heliport Road Residents - Delegation
Agenda Item No:	3 a)

BACKGROUND / PROPOSAL:

Several concerned residents who live along Heliport Road would like to address Council regarding issues of safety and dust control along Heliport Road.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

N/A

COSTS / SOURCE OF FUNDING:

N/A

RECOMMENDED ACTION (by originator):

For information only.

Review:

Dept. *ROADS*

ACT/wh
C.A.O.

pmo.

November 16, 2001

Municipal District of MacKenzie No. 23
Box 640
Fort Vermilion, Alberta
T0H 1N0

To Whom It May Concern:

Dear Sir or Madam:

Please accept this letter as our written request to be added to your agenda for the meeting scheduled for Tuesday November 27th at 4:00 p.m. at the Provincial Building.

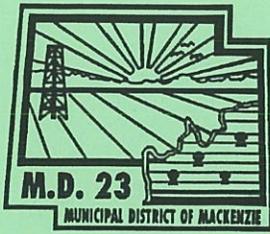
We would like to take this opportunity to discuss some of our concerns with the safety and dust control issues on Heliport Road.

We thank you in advance for your time and consideration.

Yours truly,

Concerned Residents of Heliport Road

M.D. of Mackenzie No. 23



Request For Decision

Meeting:	Committee of the Whole Meeting
Meeting Date:	November 27, 2001
Originated By:	Paul Driedger, Director of Planning and Emergency Services
Title:	DELEGATION Proposed Establishment of a Bluehills Fire Department
Agenda Item No:	3 b)

BACKGROUND / PROPOSAL:

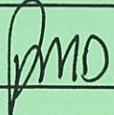
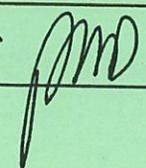
This past summer M.D. of Mackenzie was approached by members of both the Fort Vermilion School Division and Blue Hills Community School with the request to set up training for the teachers and to provide some equipment at the Blue Hills School to assist in Fire Protection (Initial Response). Their concern was that in case of a fire at one of the teachers residences, no one would have the appropriate training or equipment to deal with the situation. La Crete Fire-Rescue has completed a number of practices at Blue Hills with the teachers, showing them how to hook up a fire hose to the hydrant and operate with different fire streams.

Since the initial training commenced in Blue Hills a number of the community residents have also been attending training sessions at the Blue Hills School as well as the La Crete Fire-Rescue weekly practices in La Crete (see attached attendance records) to become more familiar with the equipment, how to operate the apparatus and equipment in a safe and efficient manner.

Attached is a letter from the Blue Hills Community to Council requesting fire protection be established in Blue Hills as well as a petition that was signed by Blue Hills community residents supporting the development of a local Fire Department in Blue Hills (48 signatures).

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Establishing a Fire Department with adequate number of members in the Bluehills area would prove very beneficial since response time of the La Crete Fire Department to the Bluehills area takes a minimum of 30 minutes (in ideal conditions). With fire fighters on

Review:		Dept. EMERGENCY SERVICES	AC/INH C.A.O.		-
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scene to provide initial response, the difference could be between either saving a home with only minimal damage sustained to completely losing it.

COSTS / SOURCE OF FUNDING:

INITIAL COST OF SETUP

Firehall (40' x 60') with utilities (power/gas/water/sewage/phone)	\$200,000
Cost of property	???
Cost of moving 1979 Front Mount pumper from La Crete	\$10,000
Tires (6 x \$450)	\$2,700
Hose / 2 Nozzles	\$5,000
Foam Eductor	\$ 800
Foam	\$1,500
Cost of Training	\$10,000
Turnout Gear (\$1800 each)	\$20,000
Rescue Equipment	\$ 3,000
Miscellaneous	\$ 7,000
Approx. cost for initial setup (plus cost of property)	\$250,000

ANNUAL OPERATING COST

2001 operating cost for our (3) fire departments is \$370,250 (average) **\$123,417**

BLUE HILLS FIRE DEPARTMENT

TOTAL COST OF ESTABLISHMENT AND 2002 OPERATING \$373,417

This is just a rough draft of potential costs for establishing a first response fire service in Bluehills. If Council determines to proceed with the proposal we will prepare more accurate cost projections for the budget process.

RECOMMENDED ACTION (by originator):

For Council Discussion.

Review: *AMD* Dept. Emergency Services *Agink* C.A.O. *AMD*

Blue Hills Community

Municipal District of Mackenzie No. 23
P.O. Box 1690
La Crete, AB.
T0H 2H0
November 19, 2001

Dear M.D. #23 Counselors:

The Blue Hills Community would like to formally request fire protection in the community. Currently the response time in the community is 45 – 60 minutes. If there is a house fire, it is practically gone by the time trucks arrive.

With first response trucks and local volunteers in the community the response time would be drastically reduced. In the event of fire in the Blue Hills Community the La Crete department would act as backup.

To date many community members are enthusiastic about the initial stages of a local volunteer department. The La Crete department has been very encouraging by helping us with initial training, coming to Blue Hills to help with practices, offering training videos and inviting us to Monday evening La Crete practices/meetings. Without the help of the La Crete Services it would very difficult to initiate a new department in Blue Hills.

In the initial discussion of what equipment and building would be appropriate, we are open to advice and expertise from the La Crete Fire Department and the Emergency Services of M.D. of MacKenzie #23.

Sincerely,



Cornie Teichroeb/Keith Martin
Blue Hills Community Representatives

???Blue Hills Volunteer Fire Department???

The initial stages of a Blue Hills Community Volunteer Fire Department have begun. Many volunteers have attended Saturday practices, Monday evening practices at the LaCrete hall, and a video training session at the school.

The LaCrete Fire Department is very excited about the level of commitment shown by the Community. The goal of having a two bay fire station within the community is being seriously discussed.

During parent teacher interviews, or any other time you are by the school, your signature to show your support for having a local fire hall will be greatly appreciated. Your signature will not indicate that you will be directly involved with the fire department. Your signature will show the M.D. #23 Council that the Blue Hills Community landowners support the implementation of a local volunteer fire hall.

We, the undersigned landowners of Blue Hills/Tompkins Landing Community, support the development of a Local Fire Department in the Blue Hills area.

Page 1

Name (print)	Signature	Phone
Eva Krahn	<i>Eva Krahn</i>	
Linda Krahn	<i>Linda Krahn</i>	
Jake Teichroeb	<i>Jake Teichroeb</i>	
Steve Cole	<i>Steve Cole</i>	
David O'martens	<i>David O'martens</i>	
Helen Siemens	<i>Helen Siemens</i>	
Deana Martin	<i>Deana Martin</i>	
Henry Driedger	<i>Henry Driedger</i>	
Helen Karden	<i>Helen Karden</i>	
Becky Fehr	<i>Becky Fehr</i>	
Helen Wolfe	<i>Helen Wolfe</i>	
Abe Wolfe	<i>Abe Wolfe</i>	
Phillip Driedger	<i>Phillip Driedger</i>	
Henry Zacharias	<i>Henry Zacharias</i>	
Jane Driedger		
JANE DRIEDGER	<i>Jane Driedger</i>	
Mary Driedger	<i>Mary Driedger</i>	
JAKE A. FRIESE	<i>Jake A. Frieser</i>	
Ann Teichroeb	<i>Ann Teichroeb</i>	
Susan Barman	<i>Susan Barman</i>	
Cornie Teichroeb	<i>Cornie Teichroeb</i>	
Eva Giesbrecht	<i>Eva Giesbrecht</i>	
Peter Krahn	<i>Peter Krahn</i>	

We, the undersigned landowners of Blue Hills/Tompkins Landing Community, support the development of a Local Fire Department in the Blue Hills area.

Page 2

Name (print)	Signature	Phone
David Zacharias	<i>[Signature]</i>	
Katherine Zacharias	<i>[Signature]</i>	
Eva G Krahn	<i>[Signature]</i>	
JAKE KRAHN	<i>[Signature]</i>	
JOHN Wieler	<i>[Signature]</i>	
Justina Wieler	<i>[Signature]</i>	
Frank Wartens	<i>[Signature]</i>	
Kathy Martens	<i>[Signature]</i>	
Peter J Dyck	<i>[Signature]</i>	
GEORGE W PETERS	<i>[Signature]</i>	
Jina Peters	<i>[Signature]</i>	
Mary [unclear]	<i>[Signature]</i>	
[Redacted]	[Redacted]	[Redacted]

La Crete Fire & Rescue

BlueHills Practice

October 22, 2001

Fire Practice with La Crete – Ground Fire at Will Braun.

Present: Erna Teichroeb

Herman Teichroeb

Jake Driedger

John Wolfe

Abe Wolfe

Helen Wolfe

La Crete Fire & Rescue

BlueHills Practice

October 25, 2001

Video Night in BlueHills.

Present: Herman Teichroeb

Abe Wolfe

Helen Wolfe

Erna Teichroeb

Jake Teichroeb

John Wieler

Jake Wieler

Jake Driedger

Mary Driedger

Henry M. Driedger

Charles Wieler

Peter J. Dyck

Vereana Wieler

John B. Wolfe

La Crete Fire & Rescue

BlueHills Practice

October 29, 2001

Practice in La Crete – Breathing Aparatus Practice.

Present: Jake Driedger
Kieth Martin
Henry Driedger
John Wieler
Abe Wolfe
Helen Wolfe
Erna Teichroeb
Herman Teichroeb

La Crete Fire & Rescue

BlueHills Practice

November 3, 2001

Practice in BlueHills – How to operate the pump on the Pumper Truck.

Present: Cornie Teichroeb

John Wieler

Peter Dyck

Jake Teichroeb

Herman Teichroeb

Henry M. Driedger

George W. Peters

Linda Krahn

Abe Wolfe

Helen Wolfe

John B. Wolfe

Keith Martin

La Crete Fire & Rescue

BlueHills Practice

November 12, 2001

Attended La Crete Monday night meeting.

Present: Jake Driedger
Cornie Teichroeb
Herman Teichroeb
John Wieler
Abe Wolfe
Helen Wolfe
John B. Wolfe
William Zacharias

La Crete Fire & Rescue

BlueHills Practice

November 19, 2001

*Practice in La Crete – Patient Immobilization & Rescue
Tool orientation.*

Present: Henry M. Driedger

Jake Driedger

George W. Peters

Cornie Teichroeb

Herman Teichroeb

Jake Wieler

Abe Wolfe

Helen Wolfe

RURAL FIRE DEPARTMENTS

M.D. of Northern Lights No.22

(780)836-3348)

Have 3 stations; Warrensville, Webberville, and Dixonville

Response Time:

(From responders homes to fire hall)

Warrensville – 15-20 minutes

Webberville – 12-15 minutes

Dixonville – 15-20 minutes

Number of Volunteers (approx):

Warrensville – 14

Webberville – 20

Dixonville – 20

Costs – capital/operating:

Warrensville – 56,000

Dixonville – 51,000

Webberville – 76,000

- \$24,000 of each of these amounts goes into reserve (for new fire truck) each year and the amount that is left is the operating cost.

How well do the Rural Fire Departments Work?

- pretty good
- need high membership since everyone has a day job
- need to have dedicated people on the department
- setting up is really expensive (the first year)

Additional Notes:

Volunteers get honorariums

- Chiefs and Deputy Chiefs - \$20 for each practice and \$20/hr for each fire call
- Lieutenants and Captains - \$18 for each practice and \$18/hr for each fire call
- Firefighters - \$15 for each practice and \$10/hr for fire calls plus \$1/hr for each course taken

Lakeland County

(780)623-1747

- Have 5 stations but all under 1 department.

Response Time:

- From the responders homes to the fire hall
 - o sometimes a few minutes
 - o sometimes up to 15-20 minutes
 - o striving for the ten minute mark
- From the hall to the scene
 - o 10-11 minutes

Number of Volunteers (approx):

- Smaller one – 12 members
- Larger one – 26 members

Costs – capital/operating:

- some equipment was given to them when they separated from Bonneyville (ID #18). Operating fee is just under \$200,000
- Capital costs – just got a new truck so it was \$350,000.
- Setting up a plan to start phasing in equipment over the next 3-5 years.

How well do the Rural Fire Departments Work?

- Have been working really good
- Not many problems
- Said it would be a really good idea to have someone involved from the municipal side who knows about both the municipal and the fire department side of things.

Additional Notes:

- Have a regular Fire committee meeting that involves both the chiefs and council members about every 2 months. During the budget time of year these meetings are held about once a month.
- Now have a report file where information goes into every time the truck goes out on a call.
- Have an agreement in place with Lac La Biche and Plamondon where they help each other out.

M.D. of Peace No.135

(780)338-3845

- have one rural department

Response Time:

- Fire Chief lives across the road from the hall so response time to the hall is quick. Response time to the scene varies since they might be traveling one mile, or twenty miles.

Number of Volunteers (approx):

- 15 members

Costs – capital/operating:

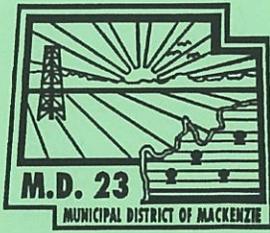
- haven't split the costs up so she wasn't sure.

How well do the Rural Fire Departments Work?

- The people in the area wanted a rural fire department set up and it has been working very well.

Additional Notes:

M.D. of Mackenzie No. 23



Request For Decision

Meeting:	Committee of the Whole
Meeting Date:	November 27, 2001
Originated By:	Paul Driedger Director of Planning and Emergency Services
Title:	Planning and Emergency Services Director's Report for mid-September to mid-November
Agenda Item No:	7a)

BACKGROUND / PROPOSAL:

N/A

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

See attached report.

COSTS / SOURCE OF FUNDING:

N/A

RECOMMENDED ACTION (by originator):

For information purposes.

Review:

Dept. Planning & Emergency Services

Acting C.A.O.

Planning and Emergency Services

Director's Report for November 27, 2001 Council Meeting

PLANNING

- MMSA is still working on the draft revisions to the Land Use Bylaw.
- Finalized the "Terms of Reference" for the Inter-Municipal Development Plan between the Town of High Level and MD of Mackenzie.
- Residential and commercial development is slowing down a bit but industrial development (camps, etc.) is increasing.
- Alberta Permit Pro is looking at hiring an employee who will be working out of our La Crete office being responsible for all the Safety Codes permits (building, electrical, gas, plumbing, and private sewage).
- Meetings with developers and landowners pertaining to drainage of southeast section of La Crete.
- Power line was installed for Phase 2 of the Hutch Lake Cottage area.

EMERGENCY SERVICES

- Attended and assisted with the Volunteer Appreciation Night in La Crete.
- Attended "Spirit of the North" Trade show in High Level and "Get to know you night" in La Crete.
- Sidewalk between the Heimstaed Lodge and the La Crete Continuing Care Centre designed/constructed in the event of an evacuation has been completed.
- A new ambulance was purchased for La Crete Ambulance Society to operate.
- There have been numerous meetings (with La Crete Ambulance Society, our Consultant, discussion with Alberta Health) regarding the establishment of a Regional Emergency Medical Services system and we are preparing a proposal for Councils review.
- Director's Retreat where numerous issues were reviewed (operations, staffing, etc.)
- Meeting with NWHSR regarding the use of the Zama Health Centre residence.

- Attended meeting with GFI regarding Automatic Vehicle Locators in emergency vehicles.
- Budget meetings with fire departments and with management.
- Attended meeting with Emergency Health Services and Alberta Ambulance Operators Association and there was discussion on the MLA review on "Ambulance Service Delivery paper". The document apparently has been completed and forwarded to the Minister for review.
- Meetings with Bluehills community regarding the establishment of a fire department in Blue Hills.
- Attended Tri-Council meeting regarding Regional Municipal EMS.

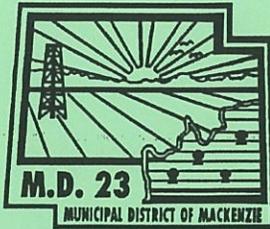
ENFORCEMENT SERVICES

- The Special Constables attended a "Alberta Best" training course.
- Regular patrols of Zama, rural High Level, Fort Vermilion and La Crete.
- Regional check stops with RCMP, NPTP, and Inspection Services.
- Contacted Alberta Justice regarding enforcement on SH697 and at this time there is no expiry of the municipal enforcement on SH697. Alberta Justice is amending the Special Constables Appointments to include enforcement of SH697. This is a result of Council's decision at the September 25 meeting where a resolution was PASSED to continue employing Special Constables with enforcement authority on the three-digit highways (SH697) in Municipal District of Mackenzie No.23.
- Worked on Municipal Emergency Plan with Special Constable.

Respectfully submitted,



Paul Driedger,
Director of Planning and Emergency Services



M.D. of Mackenzie No. 23

Request For Decision

Meeting:	Committee of The Whole Meeting
Meeting Date:	November 27, 2001
Originated By:	Paul Driedger Director of Planning and Emergency Services
Title:	Planning & Development Permit Statistics Report To October 31, 2001
Agenda Item No:	1 b)

BACKGROUND / PROPOSAL:

Following are the development statistics up to October 31, 2001:

- Subdivision Applications 33 applications (84 lots)
- Development Permits 277 permits (*see attached breakdown*)
- Building Permits 185permits
- Electrical Permits 273 permits
- Gas Permits 204 permits
- Plumbing Permits 105 permits
- Sewage Permits 60 permits
- Fire Permits 0 permits (does not include fire pits)

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

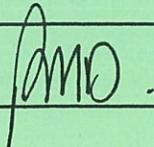
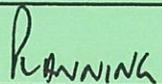
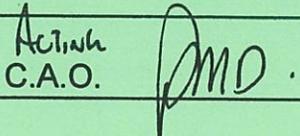
Not applicable

COSTS / SOURCE OF FUNDING:

Not applicable

RECOMMENDED ACTION (by originator):

For information.

Review: 	Dept. 	 Acting C.A.O.
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**Municipal District of Mackenzie No. 23
Development Summary
January 1, 2001 to Oct 31, 2001**

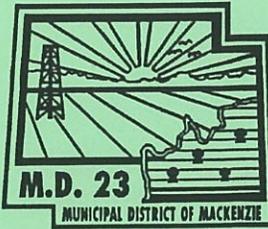
Development	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	Ward 6	Ward 7	Ward 8	Ward 9	Ward 10
Industrial			4	2						
Commercial	3		20	5	5	1	3	2	4	28
Home Based Business							1		6	5
Residential	9	2	61	20	15	6	16	8	21	7
Other	2		6	1	1		1		1	2
TOTALS	14	10	91	28	21	7	21	10	32	42

Development	Permits	Construction Cost
Industrial	38	\$105,098,913.00
Commercial	50	\$2,169,450.00
Home Based Business	1	\$0.00
Residential	165	\$8,439,048.91
Other	14	\$8,438,500.00
TOTALS	268	\$124,145,911.91

Wards	Construction Cost
Ward 1	\$424,000.00
Ward 2	\$459,000.00
Ward 3	\$14,912,820.00
Ward 4	\$1,305,000.00
Ward 5	\$505,050.00
Ward 6	\$240,000.00
Ward 7	\$894,000.00
Ward 8	\$429,000.00
Ward 9	\$3,458,128.91
Ward 10	\$101,518,913.00
TOTAL	\$124,145,911.91

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M.D. of Mackenzie No. 23



Request For Decision

Meeting:	Committee of the Whole
Meeting Date:	November 27, 2001
Originated By:	Paul Driedger, Director of Planning and Emergency Services
Title:	SETBACKS FOR SHELTER BELTS ADJACENT TO MUNICIPAL ROAD ALLOWANCES
Agenda Item No:	1 c)

BACKGROUND / PROPOSAL:

Council requested that we bring forward the issue of setbacks for shelter belts next to M.D. road allowances and what our current requirements are.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

M.D.23 Land Use Bylaw.

1.1 PURPOSE

The purpose of this Bylaw is to encourage, regulate and control the use and development of land and buildings within the Municipal District of Mackenzie No. 23 to achieve the orderly and economic development of land, and for that purpose, amongst other things,

- (i) to divide the municipality into land use districts;
- (ii) to prescribe and regulate for each district the purposes for which land and buildings may be used for;
- (iii) to establish a method of making decisions on applications for development permits and the issuance of development permits; and
- (iv) to provide the manner in which notice of the issuance of a development permit is given.

1.2 DEFINITIONS

"BUFFER" means a row of trees, shrubs, berming, or fencing to provide visual screening and separation between sites and incompatible land uses.

Review:	<i>AMD</i>	Dept. <i>PLANNING</i>	<i>Denise</i> C.A.O. <i>AMD.</i>
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3.2 DEVELOPMENT NOT REQUIRING A DEVELOPMENT PERMIT

The following development shall not require a Development Permit but must otherwise comply with all other provisions of this Bylaw. If there is any doubt as to whether or not a development permit is required, the Development Officer shall deem that a development permit is required.

(4) Enclosures

- (a) In rural areas, the erection or construction of gates, fences, walls or other means of enclosure (other than on corner lots or where abutting a road used for vehicular traffic) less than 0.9 metres in height in front yards and less than 1.8 metres in height in side and rear yards, and the maintenance, improvement and other alterations of any gates, fences, walls or other means of enclosure.

(8) Agricultural Uses or Buildings

- (a) The carrying out of extensive agricultural operations on parcels of land over 4.04 hectares (10 acres) in size.
- (b) The construction, renovation, or relocation of farm buildings, as defined in this Bylaw, in conjunction with extensive agricultural operations.
- (c) **The construction of a water reservoir which is to be used in conjunction with extensive agricultural purposes at least 40.84 metres (134 feet) from a road right of way and 15.24 metres (50 feet) from the property line or dwelling. (Bylaw 181/99)**
- (d) Stripping of topsoil in conjunction with agricultural operations.
(Please note: a dwelling is not a farm building).

3.3 PERMISSION FOR DEVELOPMENT

(2) The Development Officer may also request the following information when a person has made application for a Development Permit:

- (b) the extent of existing treed areas and an indication of the trees proposed to be removed; (*this usually in regards to the surrounding aesthetics*)

4.17 GENERAL PROVISIONS - SECONDARY HIGHWAYS AND PRIMARY HIGHWAYS

(1) SECONDARY HIGHWAYS

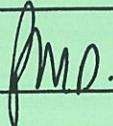
- (f) The planting of trees adjacent to secondary roads shall be in accordance with the requirements illustrated in Figures 1, 2 and 3, Supplementary Regulations (attached), unless otherwise approved by the Development Officer.

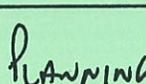
(2) PRIMARY HIGHWAYS

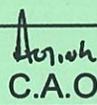
- (d) The planting of trees adjacent to primary highways shall be in accordance with the requirements illustrated in Figures 4, 5 and 6, Supplementary Regulations (attached), unless otherwise approved by the Development Officer.

4.21 LANDSCAPING OR SCREENING

Any area required to be landscaped may, at the discretion of the Development Officer, be loamed and planted with grass, trees, shrubs, and/or flowers, or similar materials or a combination thereof, which will enhance the appearance of the site and complement the development on the site.

Review: 

Dept. Planning 


C.A.O.

Our Land Use Bylaw does not specifically deal with setbacks regarding shelter belts adjacent to municipal road allowances (local roads) with the exception of road curves and corners. It does however deal with setbacks for shelter belts adjacent to secondary and primary highways.

COSTS / SOURCE OF FUNDING:

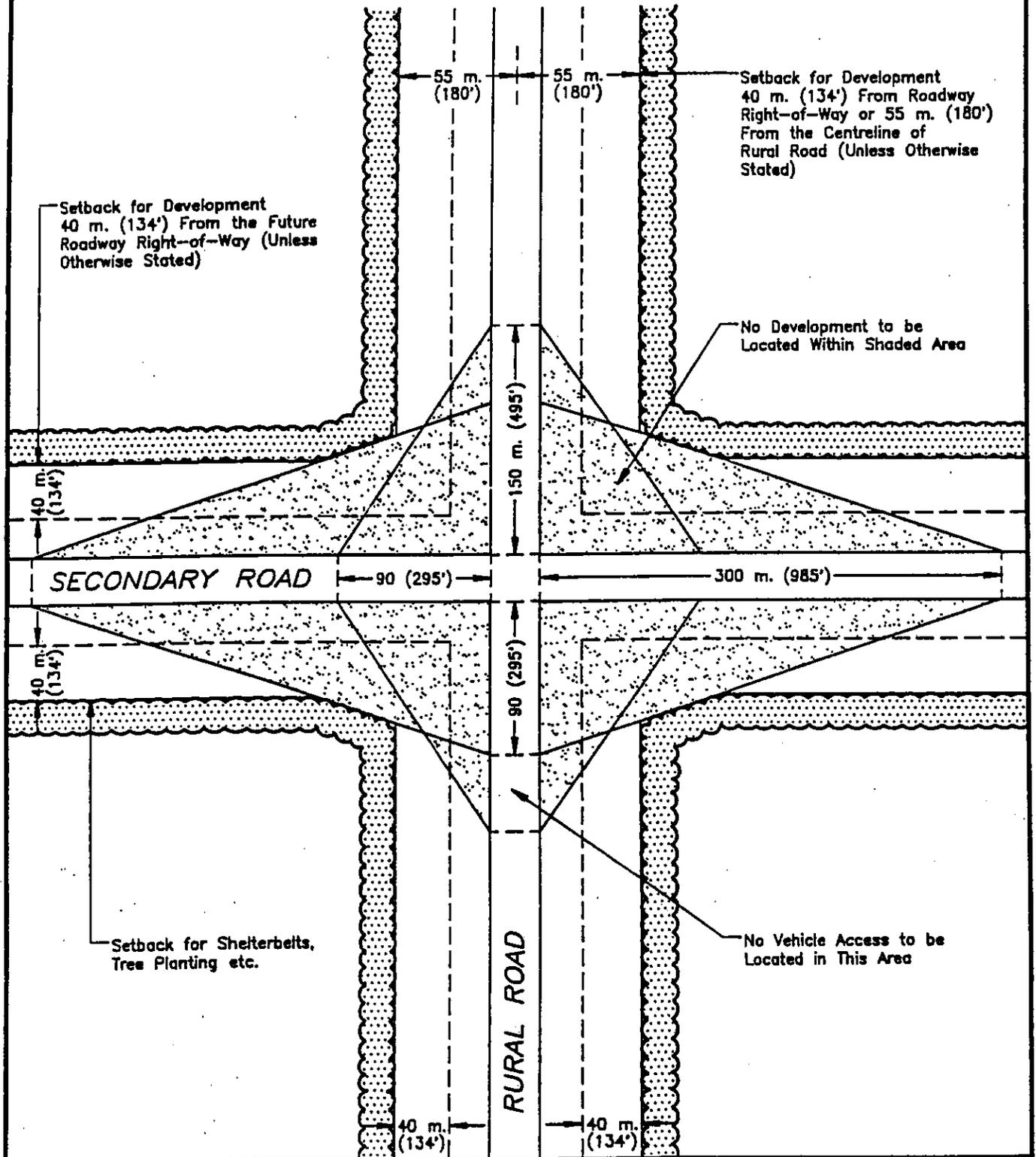
Not Applicable

RECOMMENDED ACTION (by originator):

For discussion purposes.

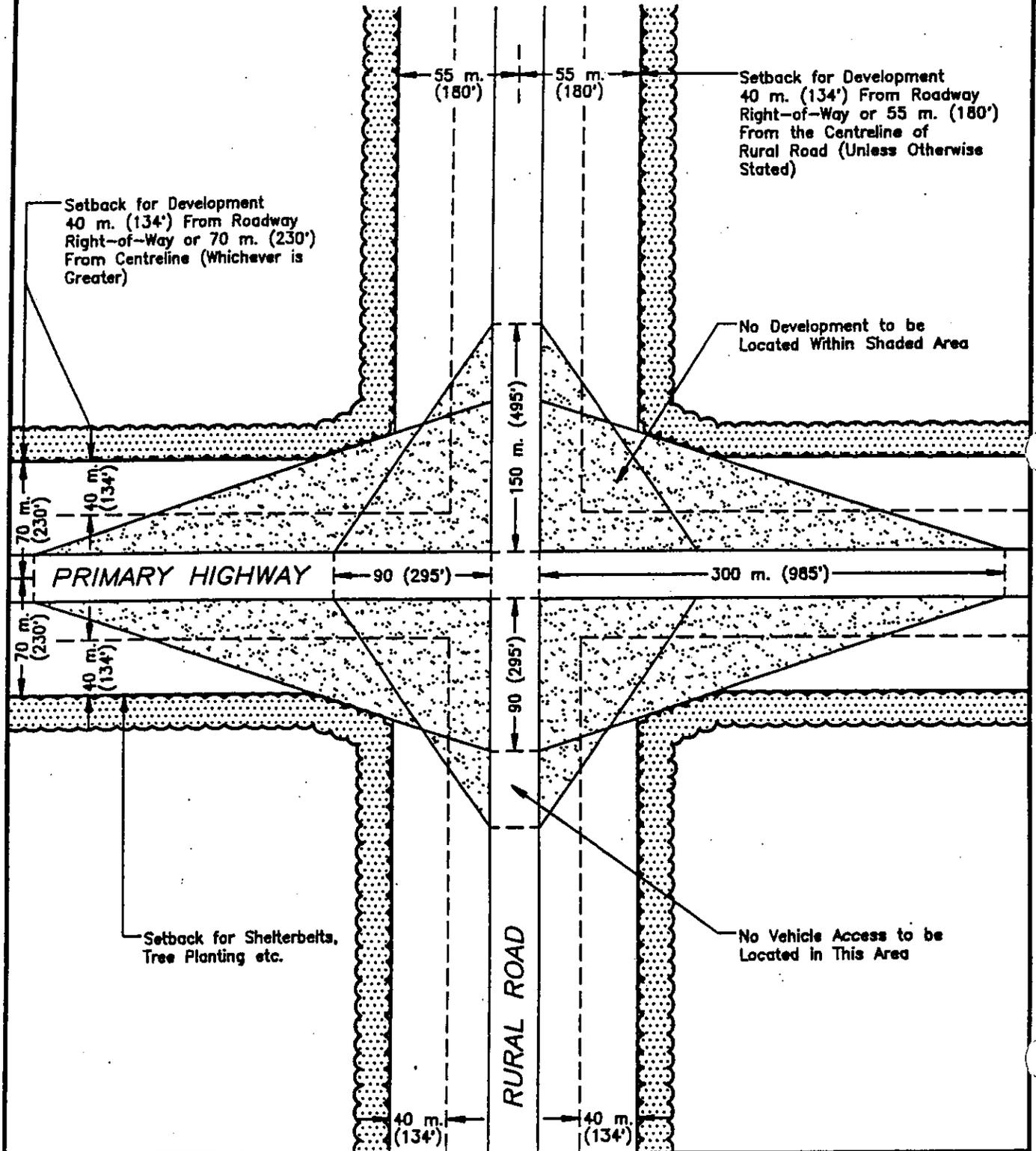
Review: <i>AMO</i>	Dept. <i>PLANNING</i>	Author C.A.O. <i>AMO</i>
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Supplementary Regulations - Fig. 1 Intersection and Setbacks for Secondary Roads and Rural Roads

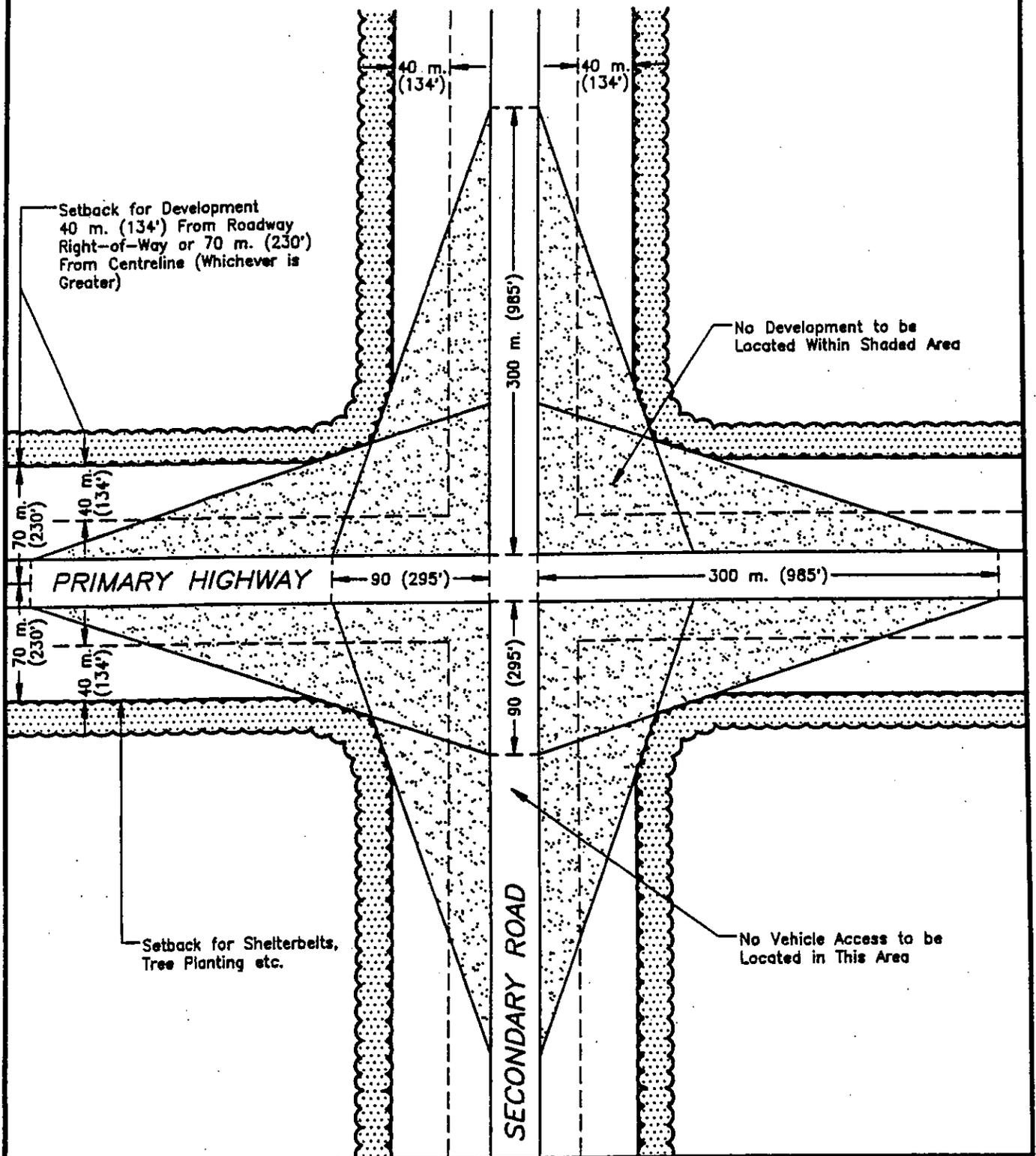


Supplementary Regulations - Fig. 2

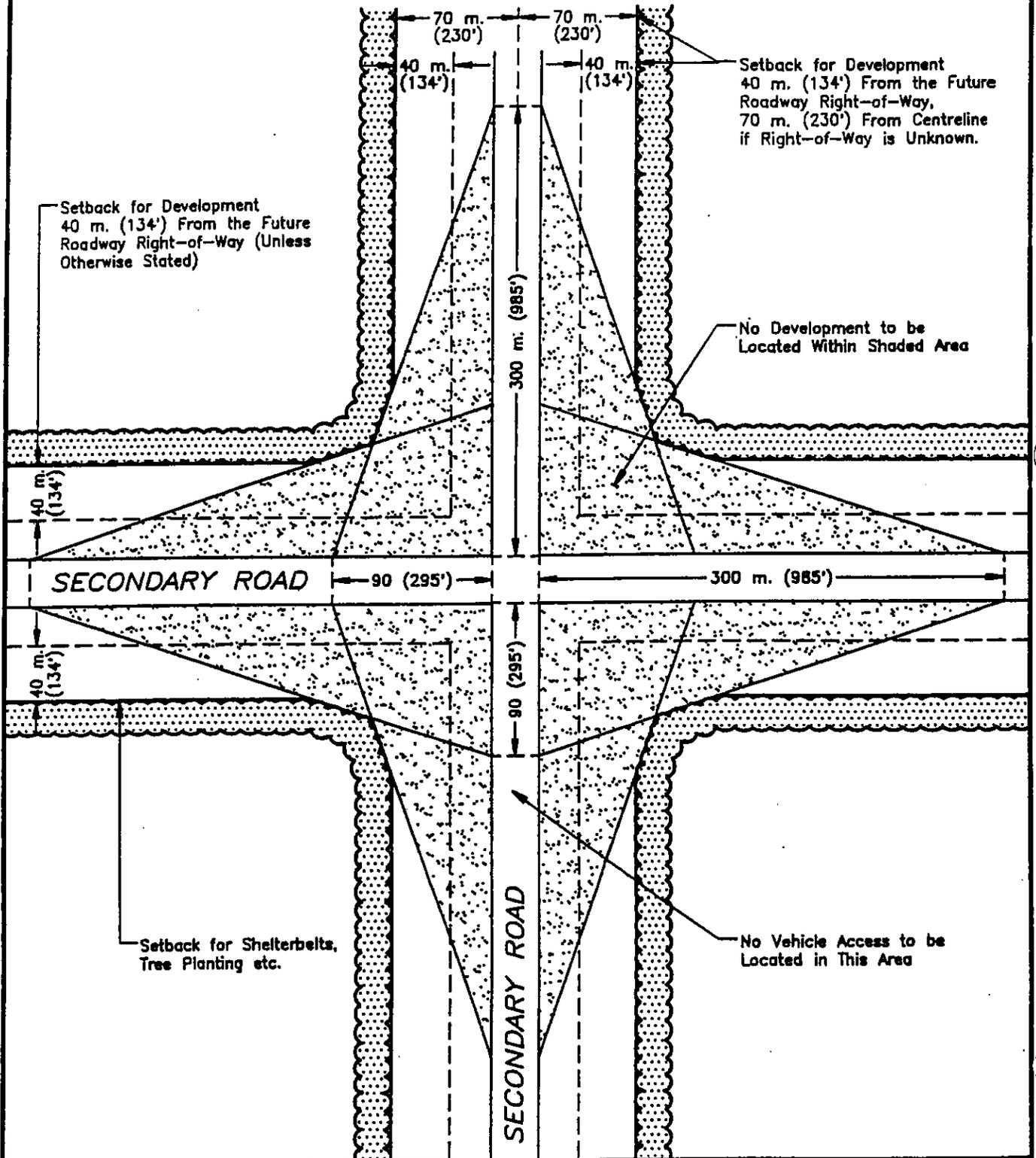
Intersection and Setbacks for Primary Highways and Rural Roads



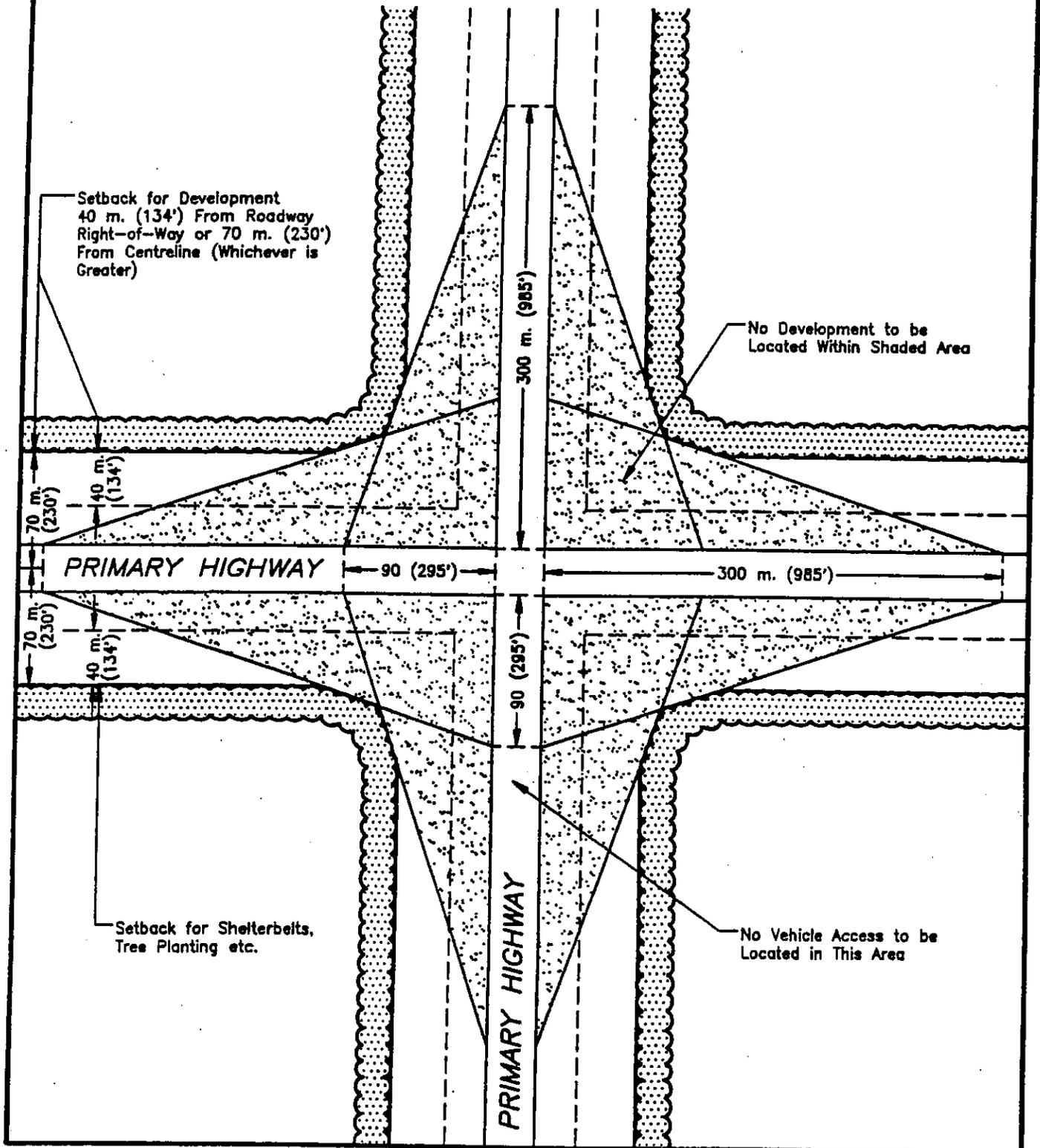
Supplementary Regulations - Fig. 3 Intersection and Setbacks for Primary Highways and Secondary Roads



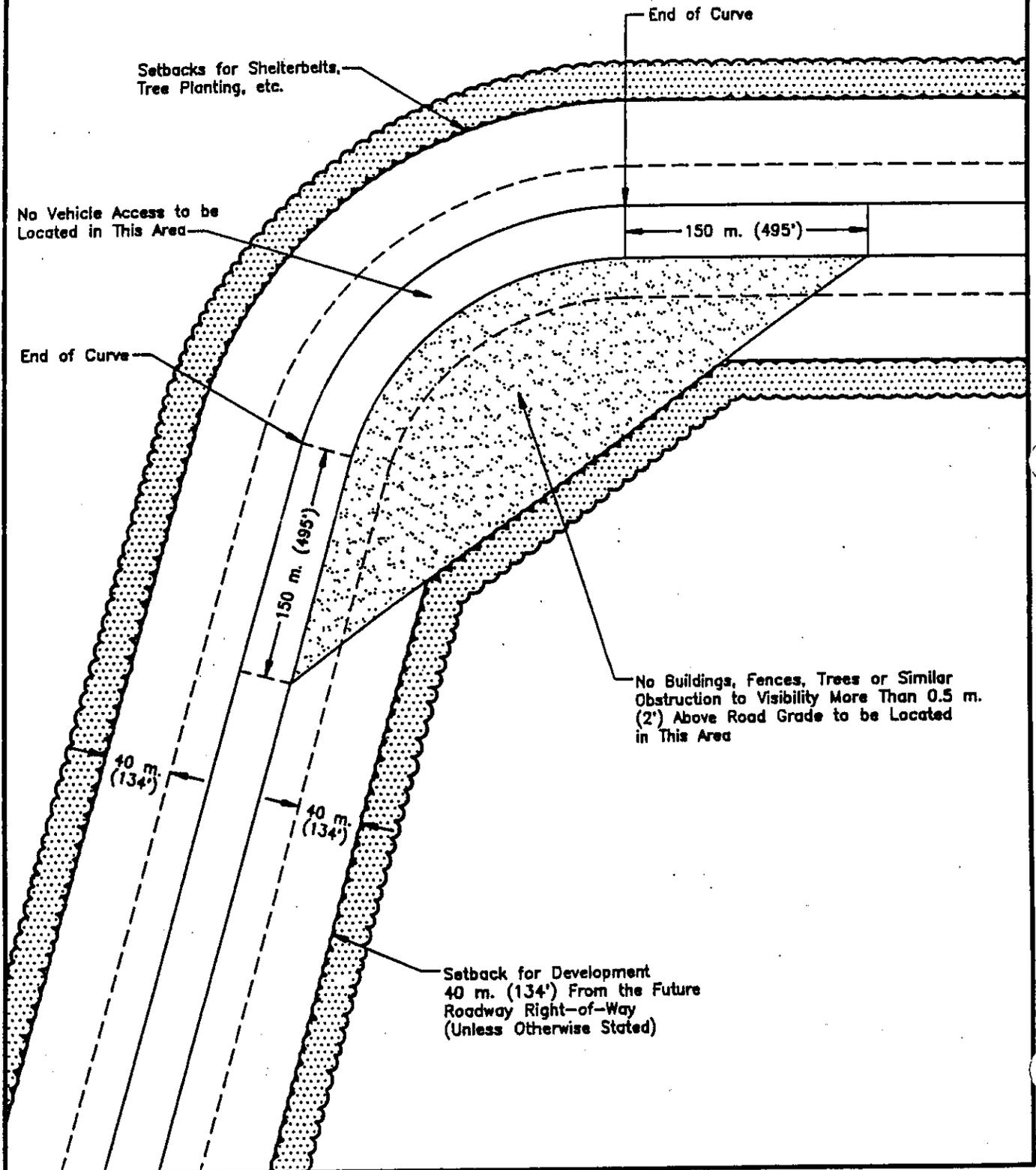
Supplementary Regulations - Fig. 4 Intersection Setbacks for Secondary Roads



Supplementary Regulations - Fig. 5 Intersection and Setbacks for Primary Highways



Supplementary Regulations - Fig. 6 Setbacks for Road Curves and Corners



Municipal District of Mackenzie No. 23

InterOffice Memo

Operational Services Department

To: Harvey Prockiw, C.A.O.
From: Bill Landiuk, Director of Corporate Services
Date: November 21, 2001
Subject: Director's Report

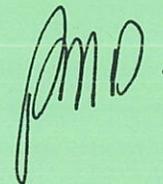
Listed below is a summary of major items that the Finance department has been working on:

1. Finance staff have been involved in the implementing of the new Diamond accounting software package. We have gone "live" and are using the accounts payable; accounts receivable/utilities; general ledger; cash receipting modules. Payroll and assessment & taxation will be implemented in the new year. Staff appear to be quite pleased with the new system and are looking forward to uncover the capabilities of the system over the next few months.
2. As part of the implementation process, finance and other staff who will be using the system have been provided with training. More training will be made available in the new year for anyone who needs a refresher or in some cases there will be advance courses for selected staff e.g. Report writing
3. 2002 budget preparation and meetings with department heads and their staff.
4. Tax reminder notices were sent out representing approximately 1100 roll numbers.

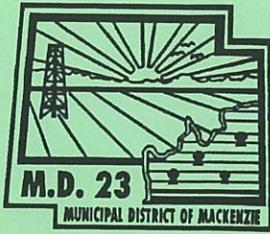
Respectfully submitted,

Bill Landiuk

Acting
CAO



M.D. of Mackenzie No. 23



Request For Decision

Meeting:	Committee of the Whole
Meeting Date:	November 27, 2001
Originated By:	Paul Driedger Director of Planning and Emergency Services
Title:	Enforcement Services Director's Report for September and October
Agenda Item No:	10 a)

BACKGROUND / PROPOSAL:

N/A

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Regular Month End Reports.

COSTS / SOURCE OF FUNDING:

N/A

RECOMMENDED ACTION (by originator):

For information purposes.

Review:

Dept. Enforcement Services.

AC/wh
C.A.O.



Comments

- Maintained regular patrols of Zama, Fort Vermilion, La Crete, and Rural M.D.
- Check stops with RCMP, NPTP, and Inspection Services
- Assist with Traffic Control for Terry Fox run
- 1 – 24 hour suspension
- Assist RCMP with 2 Impaired drivers
- “Alberta Best” training course
- Assist with cooking at Food Grains Bank

ENFORCEMENT STATISTICS

	MTD	YTD
Total Number of Charges	44	479
Written Warnings	14	64
Provincial	44	478
Municipal	-	1

HOURS OF ACTIVITY

Patrol Hours	244
Administration	44
Training Hours	8

	MTD	YTD
Highway Traffic Act	37	392
Motor Vehicle Admin. Act	5	51
Gaming & Liquor Act	2	33
Motor Transport Act	-	1
Off-Highway Vehicle Act	-	1
Environment Prot. Act	-	-
Other	-	-

	MTD	YTD
Animal Control Bylaw	-	1
Off-Highway Bylaw	-	-
Unsightly Premise Bylaw	-	-
Clean-up Orders	-	3
Lot Clean-ups	-	-
Other	-	5

REVENUE TO MD #23

	MTD	YTD
MRP Potential Current Month Fines	6800.	56312.
MRP – Fines Paid	2727.	32216
Other Enforcement Agencies – Fines Paid	1710.	26659.
Total – Fines Paid	4437.	58874.
Revenue - Victim Services	634.	8844.

OUTSTANDING TO MD #23

	YTD
MRP – Fines Outstanding	17986.
Other Enforcement Agencies – Fines Outstanding	11661.
Total – Fines Outstanding	29647.

Report Date

Nov. 21, 2001

Director



Comments

- Maintained regular patrols of Zama, Fort Vermilion, La Crete, and rural M.D.
- Assisted with Elections at Polling Stations.
- Assist NPTP with Impaired driver.
- Regional Check Stops with Inspection Services at Zama and High Level.
- Check Stop with NPTP on Highway 697 near Buffalo Head Prairie.

ENFORCEMENT STATISTICS

	MTD	YTD
Total Number of Charges	62	541
Written Warnings	10	74
Provincial	61	539
Municipal	1	2

HOURS OF ACTIVITY

Patrol Hours	222
Administration	38
Training Hours	16

	MTD	YTD
Highway Traffic Act	47	439
Motor Vehicle Admin. Act	12	63
Gaming & Liquor Act	2	35
Motor Transport Act	-	1
Off-Highway Vehicle Act	-	1
Environment Prot. Act	-	-
Other	-	-

	MTD	YTD
Animal Control Bylaw	1	2
Off-Highway Bylaw	-	-
Unsightly Premise Bylaw	-	3
Clean-up Orders	1	4
Lot Clean-ups	-	-
Other	-	5

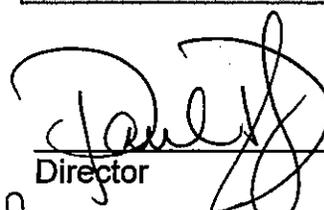
REVENUE TO MD #23

	MTD	YTD
MRP Potential Current Month Fines	10953	67265
MRP - Fines Paid	5138	37354
Other Enforcement Agencies - Fines Paid	876	27535
Total - Fines Paid	6014	64888
Revenue to Victims Services	878	9722

OUTSTANDING TO MD #23

	YTD
MRP - Fines Outstanding	26887
Other Enforcement Agencies - Fines Outstanding	11160
Total - Fines Outstanding	38047

Report Date Nov. 21, 2001


Director

11 a)

Director of Operational Services
Report
November 27, 2001

1. Construction work has been completed for the year. About 50 miles of road received some type of work, paving, re-grading, repair, rehabilitation, etc. Council was through many of these projects on the Fall Road Tour.
2. The encroachment, beside the Ronny Friesen Road (Project 06-32-40-61) in the Blue Hills area has been resolved. The affected landowner has signed a letter of understanding outlining our settlement on the matter.
3. Attended various staff meetings to prepare Budget documents for Council.
4. Attended a meeting with Carl La Prairie to review prospects of sharing shop with their firm at Fort Vermilion.
5. Met with John Klassen to review lane way drainage problems between 99 and 100 Avenue and east of 101 Street in La Crete. Significant work was required to modify fill placed in lane way by adjacent landowner. Mr. Klassen still must do some work on his lands to make everything "fit" properly.
6. Met with Stan Fidler regarding his concern about the MD selling sand to Alberta Transportation.
7. Staff and consultants worked on preparing contracts for gravel crushing. They should be tendered in the next month or so.
8. Inspected a large number of field projects over the last month or two.
9. Crosswalk was installed between the Altenheim and the Heimstaed in La Crete.
10. Rocky Lane River Road is now roughed in.
11. The Automatic Vehicle Locator contract with GFI Systems Inc. is now finalized. Delivery of units should begin in the first half of December.
12. Served notice on a number of employees that we will be laying them off for the winter months.
13. Met with representatives from the Alberta Union of Provincial Employees to discuss staff layoffs.
14. Attended the fall Council Road Tour.
15. Prepared a claim letter to Alberta Transportation regarding damages in November to the Assumption Road.

16. Developed a written procedure for snow and ice control at the Fort Vermilion Airport so that all parties know what to do, who to contact , etc.

Respectfully submitted,

Ivan Perich
Director of Operational Services

M.D. of Mackenzie No. 23



Request For Decision

Meeting:	Committee of the Whole
Meeting Date:	November 27, 2001
Originated By:	Harvey Prockiw, CAO
Title:	Reduction in Provincial Transportation Grants
Agenda Item No:	11 b)

BACKGROUND / PROPOSAL:

Due to provincial spending cuts announced in October, Alberta Transportation will be cutting spending in their department as well.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Major funding cuts are as follows:

- Rural Transportation Grants reduced by 15%
- Streets Assistance Program grants reduced to \$51 per capita (from \$60) for the next two years
- Infrastructure Canada Alberta Program (ICAP) disbursement of funds extended beyond 3 years
- North/South Trade Corridor completion deferred 2 years to 2009
- Calgary's Deer Foot Trail interchanges are deferred to future years
- Edmonton's Anthony Henday extension completion is deferred over a longer timeframe
- Some water management infrastructure programs are deferred
- Municipal water/wastewater program funding will not be reduced

COSTS / SOURCE OF FUNDING:

Not Applicable.

RECOMMENDED ACTION (by originator):

For information.

Review:

Dept.

Active
C.A.O.



ALBERTA ASSOCIATION of MUNICIPAL DISTRICTS & COUNTIES

4504 - 101 STREET • EDMONTON ALBERTA T6E 5G9 • TELEPHONE: 436-9375 FAX: 437-5993

LARRY GOODHOPE - Executive Director

October 31, 2001

TO ALL AAMD&C MEMBERS:

Re: Reductions in Provincial Transportation Grants

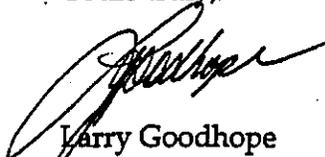
Earlier this month, Finance Minister Patricia Nelson announced approximately \$1.26 billion in spending cuts, in response to anticipated reductions in provincial revenues as a result of the current global economic slowdown.

Transportation Minister Ed Stelmach has now provided the AAMD&C with details of the funding cuts within his department and how they are likely to affect rural municipalities. A quick summary of the major funding reductions is as follows:

- Rural Transportation Grants will be reduced by 15% for the next two years;
- Grants under the Streets Assistance Program (including grants for eligible hamlets) will be reduced to \$51 per capita, from the current \$60, for the next two years;
- Disbursement of funds under the Infrastructure Canada Alberta Program (ICAP) will be extended beyond the originally scheduled 3 years. For example, progress payments on cost-shared projects will be provided, rather than advanced payments in trust;
- Completion of the North/South Trade Corridor will be deferred two years, to 2009;
- Several interchanges on the Deerfoot Trail in Calgary will be deferred to future years;
- Completion of the Anthony Henday extension in Edmonton will be deferred over a longer timeframe;
- Some water management infrastructure programs, such as irrigation headworks and reservoir projects will be deferred;
- Funding for the municipal water/wastewater program will not be reduced.

AAMD&C members are encouraged to contact the Alberta Transportation Regional Director within your area should you have more detailed questions or concerns regarding the impact of the funding reductions.

Yours truly,



Larry Goodhope
Executive Director

LG/gs

MUNICIPAL DISTRICT OF MACKENZIE NO. 23
COUNCIL MEETING

Tuesday, November 27, 2001
7:00 p.m.

Council Chambers, Provincial Building
High Level, Alberta

AGENDA

- | | | | | |
|---|----|----|--|---------|
| <u>CALL TO ORDER:</u> | 1. | a) | Call to Order
7:00 p.m. | |
| <u>AGENDA:</u> | 2. | a) | Items to Add or Delete from the Agenda
7:00 to 7:03 p.m. | Page 1 |
| | | b) | Adoption of the Agenda
7:03 to 7:05 p.m. | Page 1 |
| <u>ADOPTION OF
THE PREVIOUS
MINUTES:</u> | 3. | a) | Minutes of November 6, 2001
Committee of the Whole Meeting
7:05 to 7:07 p.m. | Page 7 |
| | | b) | Minutes of the November 6, 2001
Regular Council Meeting
7:07 to 7:10 p.m. | Page 15 |
| <u>BUSINESS ARISING
OUT OF THE
MINUTES:</u> | 4. | a) | | Page |
| | | b) | | Page |
| <u>DELEGATIONS:</u> | 5. | a) | | Page |
| | | b) | | Page |

**PUBLIC
HEARINGS:**

6. a) *Page*
b) *Page*

**COUNCIL
COMMITTEE AND
CAO REPORTS:**

7. a) Council Committee Reports *Page*
7:10 to 7:20 p.m.
b) CAO Report *Page*
7:20 to 7:25 p.m.

**PLANNING AND
EMERGENCY
SERVICES:**

8. a) Bylaw 288/01 – Authorizing Volunteer Firefighters *Page 31*
to use Flashing Green Lights in their Vehicles
7:25 to 7:30 p.m.
b) Bylaw 289/01 – Remunerating Volunteer Firefighters *Page 41*
7:30 to 7:35 p.m.
c) Inter-Municipal Development Plan *Page 47*
“Terms of Reference”
7:35 to 7:40 p.m.
d) Land Use Conference *Page 57*
7:40 to 7:45 p.m.
e) *Page*
f) *Page*

**PROTECTIVE
SERVICES:**

9. a) *Page*
b) *Page*

AGRICULTURAL SERVICES:

10. a) Bylaw 286/01 – To Establish an Agricultural Appeal Board
7:45 to 7:50 p.m.

Page 67

b)

Page

CORPORATE SERVICES:

11. a) Bylaw 285/01 – To Establish Fees for Filing Complaints Against Assessment of Property
7:50 to 7:55 p.m.

Page 75

- b) Campground Task Force – Terms of Reference
7:55 to 8:00 p.m.

Page 81

- c) Council and Councillors Workshop
Roles and Responsibilities
8:00 to 8:05 p.m.

Page 85

- d) Growing Rural Tourism
8:05 to 8:10 p.m.

Page 89

e)

Page

f)

Page

OPERATIONAL SERVICES:

12. a) Bridge File 74193 – Rocky Lane
8:10 to 8:15 p.m.

Page 93

- b) Haul of Waste Contract
8:15 to 8:20 p.m.

Page 99

- c) Zama Road -

Page

d)

Page

IN CAMERA SESSION:

13. a)

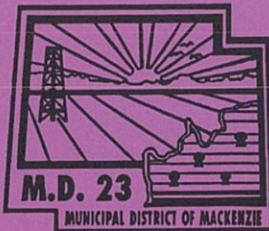
Page

b)

Page

- ADJOURNMENT:** 14. a) Adjournment
8:20 p.m.

M.D. of Mackenzie No. 23



Request For Decision

Meeting:	Regular Council
Meeting Date:	November 27, 2001
Originated By:	Eva Schmidt, Executive Assistant
Title:	Minutes of the November 6 Committee of the Whole Meeting
Agenda Item No:	3 a)

BACKGROUND / PROPOSAL:

Not applicable.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Attached are the minutes of the Tuesday, November 6, 2001 Committee of the Whole meeting.

COSTS / SOURCE OF FUNDING:

Not applicable.

RECOMMENDED ACTION (by originator):

That the minutes of the November 6, 2001 Committee of the Whole meeting be adopted as presented.

Review:

Dept.

Acting
C.A.O.

**MUNICIPAL DISTRICT OF MACKENZIE NO. 23
COMMITTEE OF THE WHOLE**

**Seminar Room, Fort Vermilion School Division Central Office
Fort Vermilion, Alberta**

Tuesday, November 6, 2001

PRESENT:

Walter Sarapuk	Deputy Reeve
Betty Bateman	Councillor
Greg Newman	Councillor
John Driedger	Councillor
Joe Peters	Councillor
Pat Kulscar	Councillor
Wayne Thiessen	Councillor
Willie Wieler	Councillor

ABSENT:

Bill Neufeld	Reeve
Michael Nanooch	Councillor

ALSO PRESENT:

Harvey Prockiw	Chief Administrative Officer
Eva Schmidt	Executive Assistant
Paul Driedger	Director of Planning and Emergency Services
Bill Landiuk	Director of Corporate Services
Ivan Perich	Director of Operational Services

Minutes of the Committee of the Whole meeting for the Municipal District of Mackenzie No. 23 held on Tuesday, November 6, 2001, in the Seminar Room of the Fort Vermilion School Division, Fort Vermilion, Alberta.

CALL TO ORDER: 1. a) Call to Order

Deputy Reeve Sarapuk called the meeting to order at 10:11 a.m.

**ADOPTION OF
AGENDA:**

2. a) Adoption of Agenda

Additions were made to the agenda.

MOTION 01- 557

MOVED by Councillor Newman

That the agenda be adopted as amended with the following additions:

- 6a) Hunting and Fishing Advisory Committee
- 10m) Procedural Bylaw
- 4b) Policies
- 6b) Caribou Mountains Wildland Provincial Park.

CARRIED

DELEGATIONS:

3. a) EXH Engineering Services Ltd.

Deputy Reeve Sarapuk welcomed Bud Norris and Garth McCullough from EXH Engineering Services Ltd. to the meeting at 10:15 a.m. and introductions were made.

Bud Norris explained that when EXH entered into an agreement with the M.D. to provide engineering services, their goals included providing a presence in the M.D. as well as providing local employment.

Through the ensuing discussion it became clear that the M.D. needs to prioritize the drainage projects together with timelines for EXH.

The delegation reported on the status of Highway 88 Connector indicating that all the dirt has been moved, all the culverts have been installed and ditch grades have been completed properly. There is still a lot of clean up that needs to be done but the contractor has been asked to stop for the winter and finish the cleanup next spring. Erosion protection may need to be installed prior to the spring runoff.

The Highway 697 intersection designs were presented to Alberta Transportation last spring. Base paving on Highway 88 Connector would generate more traffic and should be started from the east end. The M.D. and EXH will discuss the intersection options with Alberta Transportation during the AAMD&C meeting.

Deputy Reeve Sarapuk thanked EXH Engineering Services Ltd., who then left the Council table at 10:53 a.m.

ORGANIZATIONAL: 4. a) Chair for Committees

Council tabled the appointments for chairing the various departments to a future meeting where all of Council is in attendance.

4. b) Policies

Administration will review current policies and bring them to Council.

UTILITY
SERVICES:

5. a)

There were no items under this heading.

RECREATION AND
TOURISM:

6. a) Hunting and Fishing Committee

Councillor Bateman asked that the Hunting and Fishing Committee hold a public meeting in Zama. Councillor Newman stated that the Committee was comfortable that the locations chosen for public meetings would serve the majority of the public.

6 b) Caribou Mountains Wildland Provincial Park

There has been no further correspondence on the participants of the Management Board for the Caribou Mountains Wildland Provincial Park. A letter will be written to the Minister to determine the status of this Committee.

COMMUNITY
SUPPORT
SERVICES:

7. a) Family and Community Support Services

Council discussed membership on the Family and Community Support Services Board (FCSS). It was reported that FCSS might be losing their focus since they fall under the jurisdiction of other boards whose main mandate is much different than that of FCSS.

Family and Community Support Services Board membership was moved to the regular agenda for decision.

Deputy Reeve Sarapuk turned the Chair over to Councillor Wieler.

**PLANNING AND
DEVELOPMENT:**
(Councillor Wieler)

8. a) Information on Bylaw 280/01

Council discussed the information brought forward regarding Bylaw 280/01 being a Land Use Bylaw amendment to rezone Lot 17, Block 01, Plan 782 0147 from Hamlet Public District to Hamlet Residential District 1 "HR-1" for the south portion of the lot and Hamlet Commercial District 1 for the north portion of the lot.

8. b) Land Use Bylaw Amendment Procedure

Council discussed the Land Use Bylaw Amendment procedure and suggested that all of the applicant information be included in the information package presented for first reading.

Councillor Wieler turned the Chair back to Deputy Reeve Sarapuk.

Deputy Reeve Sarapuk turned the Chair over to Councillor Thiessen.

**AGRICULTURE
SERVICES:**
(Councillor Thiessen)

9. a) Agricultural Appeals

Council discussed Bylaw 249/01 – To Authorize the Agricultural Service Board to make Administrative Decisions and how this relates to agricultural appeals. Administration will draft a bylaw appointing three Councillors to the Agricultural Appeal Board.

Councillor Thiessen turned the Chair back to Deputy Reeve Sarapuk.

Deputy Reeve Sarapuk turned the Chair over to Councillor Kulscar.

Agenda item 10a) was moved to the end of the agenda.

**ADMINISTRATIVE,
COUNCIL,
PERSONNEL:**
(Councillor Kulscar)

10. b) RCMP "K" Division Meeting at the
AAMD&C Convention

Council discussed the RCMP "K" Division meeting at the AAMD&C Convention.

10. c) M.D. Maps

Council discussed the inefficiencies of the M.D. maps. Maps including the entire municipality should be available for the public at all M.D. offices.

10. d) Municipal 2000 Sponsorship Program

Council reviewed the status of projects under the Municipal 2000 Sponsorship Program.

10. e) Peace Regional Economic Development Alliance Annual Meeting

The Peace Regional Economic Development Alliance annual meeting was discussed.

10 m) Honourarium Bylaw

Council discussed compensation for extra days required between meetings/conferences. This was moved to the regular agenda for decision.

Councillor Kulscar turned the Chair back to Deputy Reeve Sarapuk.

PROTECTIVE SERVICES:

11. a)

There were no items under this heading.

The remaining items were deferred to the regular agenda.

TRANSPORTATION SERVICES:

12. a) Thompson Brothers Construction Practices on Highway 58 East of Rainbow Lake

- 12. b) Summary of all Capital Projects
- 10. a) Economic Development Incentive Agreement
IN-CAMERA
- 12. a) Adjourn Committee of the Whole Meeting

ADJOURNMENT:

MOTION 01- 558

MOVED by Councillor Wieler

That the meeting be adjourned at 12:07 p.m.

CARRIED

These minutes were adopted this _____ day of _____, 2001.

Bill Neufeld, Reeve

Eva Schmidt, Executive Assistant

M.D. of Mackenzie No. 23



Request For Decision

Meeting:	Regular Council
Meeting Date:	November 27, 2001
Originated By:	Eva Schmidt, Executive Assistant
Title:	Minutes of the November 6 Regular Council Meeting
Agenda Item No:	3 b)

BACKGROUND / PROPOSAL:

Not applicable.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

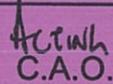
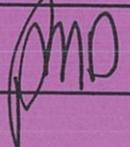
Attached are the minutes of the Tuesday, November 6, 2001 Regular Council meeting.

COSTS / SOURCE OF FUNDING:

Not applicable.

RECOMMENDED ACTION (by originator):

That the minutes of the November 6, 2001 Regular Council meeting be adopted as presented.

Review: 	Dept.	 C.A.O.	
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**MUNICIPAL DISTRICT OF MACKENZIE NO. 23
REGULAR COUNCIL**

**Seminar Room, Fort Vermilion School Division Central Office
Fort Vermilion, Alberta**

Tuesday, November 6, 2001

PRESENT:

Walter Sarapuk	Deputy Reeve
Betty Bateman	Councillor
Greg Newman	Councillor
John Driedger	Councillor
Joe Peters	Councillor
Pat Kulscar	Councillor
Wayne Thiessen	Councillor
Willie Wieler	Councillor

ABSENT:

Bill Neufeld	Reeve
Michael Nanooch	Councillor

ALSO PRESENT:

Harvey Prockiw	Chief Administrative Officer
Eva Schmidt	Executive Assistant
Paul Driedger	Director of Planning and Emergency Services
Bill Landiuk	Director of Corporate Services
Ivan Perich	Director of Operational Services

Minutes of the regular Council meeting for the Municipal District of Mackenzie No. 23 held on Tuesday, November 6, 2001, in the Seminar Room of the Fort Vermilion School Division Central Office, Fort Vermilion, Alberta.

CALL TO ORDER:

1. a) Call to Order

Deputy Reeve Sarapuk called the Council meeting to order at 12:59 p.m.

AGENDA:

2. a) Items to Add or Delete from the Agenda

Additions were made to the agenda.

2. b) Adoption of the Agenda

MOTION 01-559

MOVED by Councillor Wieler

That the agenda be adopted as amended with the following additions:

- 11.l) Family and Community Support Services Boards
- 11m) Council Remuneration
- 12e) Capital Project Listing
- 12f) Ice Blading
- 12g) Highway 697 / Highway 88 Connector Intersection
- 13a) Economic Development Incentive Agreement

CARRIED

**ADOPTION OF
THE PREVIOUS
MINUTES:**

3. a) Minutes of the October 9, 2001
Committee of the Whole Meeting

MOTION 01-560

MOVED by Councillor Wieler

That the minutes of the October 9, 2001 Committee of the Whole meeting be adopted as presented.

CARRIED

3. b) Minutes of the October 9, 2001
Regular Council Meeting

MOTION 01-561

MOVED by Councillor Thiessen

That the minutes of the October 9, 2001 Regular Council meeting be adopted as presented.

CARRIED

3. c) **Minutes of the October 24, 2001
Council Organizational Meeting**

MOTION 01-562

MOVED by Councillor Newman

That the minutes of the October 24, 2001 Council Organizational meeting be adopted as amended to change 5g) by deleting the wording "Councillor Sarapuk would like to sit on the VAC" and adding under 5h) the wording "Councillor Sarapuk would like to sit on the VSI".

CARRIED

**BUSINESS ARISING
OUT OF THE
MINUTES:**

4. a)

There were no items under this heading.

DELEGATIONS:

5. a)

There were no items under this heading.

PUBLIC HEARING: 6.

a) **Bylaw 278/01 – Land Use Bylaw Amendment
Technical Change to the Land Use Bylaw under
Section 5.12.A and Section 4.15**

Deputy Reeve Sarapuk called the public hearing for Bylaw 278/01 to order at 1:07 p.m.

Deputy Reeve Sarapuk asked if the public hearing for proposed Bylaw 278/01 was properly advertised. Paul Driedger answered that the bylaw was advertised in accordance with the Municipal Government Act.

Deputy Reeve Sarapuk asked the Development Authority to outline the proposed Land Use Bylaw Amendment. Paul Driedger presented the Development Authority's submission.

Deputy Reeve Sarapuk asked if a submission was received from the Mackenzie Municipal Services Agency. Paul Driedger highlighted the Subdivision Authority's submission.

Deputy Reeve Sarapuk asked if Council had any questions of the proposed Land Use Bylaw Amendment. There were no questions.

Deputy Reeve Sarapuk asked if any submissions were received in regards to proposed Bylaw 278/01. Paul Driedger replied that no submissions were received.

Deputy Reeve Sarapuk asked if there was anyone present who would like to speak in regards to the proposed Bylaw 278/01. There was no indication that anyone present wished to speak.

Deputy Reeve Sarapuk closed the public hearing for Bylaw 278/01 at 1:13 p.m.

**PLANNING AND
EMERGENCY
SERVICES:**

MOTION 01-563
Bylaw 278/01
Second Reading

8. a) **Bylaw 278/01 – Land Use Bylaw Amendment
Technical Change to the Land Use Bylaw under
Section 5.12.A and Section 4.15**

MOVED by Councillor Newman

That second reading be given to Bylaw 278/01 being a technical change to the Land Use Bylaw under Section 5.12.A and Section 4.15.

CARRIED

MOTION 01-564
Bylaw 278/01
Third Reading

MOVED by Councillor Thiessen

That third reading be given to Bylaw 278/01 being a technical change to the Land Use Bylaw under Section 5.12.A and Section 4.15.

CARRIED

**COUNCIL
COMMITTEE AND
CAO REPORTS:**

7. a) **Council Committee Reports**

Councillors presented the Council Committee reports as follows:

Councillor Wieler reported no meetings.

Councillor Newman reported on the road tours and the Joint Elected Officials meeting.

Councillor Kulscar reported on the Joint Elected Officials meeting and the meeting Council had with the Town Councils from High Level and Rainbow Lake regarding the Emergency Medical Services.

Councillor Thiessen reported no meetings.

Deputy Reeve Sarapuk reported on the road tour, Tolko meeting and the Joint Elected Officials.

Councillor Driedger reported on the Mackenzie Housing Management Board, La Crete Meals for Seniors Society, Joint Elected Officials and the road tours.

Councillor Peters reported on the road tour, Joint Elected Officials meeting and the Agricultural Service Board.

Councillor Bateman reported on the road tours and the Joint Elected Officials meeting.

7. b) CAO Report

Harvey Prockiw presented the CAO report.

MOTION 01-565

MOVED by Councillor Bateman

That the CAO report be accepted as presented.

CARRIED

**PLANNING AND
EMERGENCY
SERVICES:**

8. b) Policy FIN019 – Lot Sale Arrangements with Realtors

MOTION 01-566

MOVED by Councillor Newman

That Policy FIN019 – Lot Sale Arrangements with Realtors be adopted as amended and attached.

CARRIED

8. c) Review of Service Road Right-of-way in La Crete

MOTION 01-567

MOVED by Councillor Newman

That a road licence agreement be entered into with United Farmers of Alberta (UFA) Bulk Fuel Sales in La Crete and that the M.D. retain ownership of the property.

CARRIED

PROTECTIVE SERVICES:

9. a)

There were no items under this heading.

AGRICULTURAL SERVICES:

10. a) Set Meeting Date with Alberta Environment, Water Resources

MOTION 01-568

MOVED by Councillor Kulscar

That a meeting with Alberta Environment, Water Resources Department be scheduled for 1:00 p.m. on Wednesday, January 9th in Fort Vermilion, to discuss legalities and joint cost-shared projects.

CARRIED

The meeting was recessed at 2:06 p.m.

The meeting was reconvened at 2:09 p.m.

CORPORATE SERVICES:

11. a) Bylaw 277/01 – To Provide for Payment of Taxes by Installments

MOTION 01-569
Bylaw 277/01
Second Reading

MOVED by Councillor Wieler

That second reading be given to Bylaw 277/01 being a bylaw to provide for the payment of taxes by installments.

CARRIED

MOTION 01-570
Bylaw 277/01
Third Reading

MOVED by Councillor Peters

That third reading be given to Bylaw 277/01 being a bylaw to provide for the payment of taxes by installments.

CARRIED

11. b) **AUPE Collective Agreement**

MOTION 01-571

MOVED by Councillor Newman

That a consultant be hired to provide expertise and advise the Union's bargaining committee to conclude a Collective Agreement with Alberta Union of Provincial Employees (AUPE) local 118/08.

CARRIED

MOTION 01-572

MOVED by Councillor Bateman

That an M.D. of Mackenzie Negotiating Committee be established to commence discussions with the Union's bargaining committee to conclude a Collective Agreement with Alberta Union of Provincial Employees (AUPE) local 118/08, and that the Negotiating Committee be comprised of the Chief Administrative Officer, Director of Corporate Services, a Councillor and a Labour Relations Consultant.

CARRIED

MOTION 01-573

MOVED by Councillor Thiessen

That Reeve Neufeld be appointed to the M.D. of Mackenzie Negotiating Committee to negotiate a Collective Agreement with Alberta Union of Provincial Employees (AUPE) local 118/08.

CARRIED

MOTION 01-574 11. c) Appointment to the
Regional Economic Development Initiative
MOVED by Councillor Newman

That Councillor Wieler be appointed to the Regional Economic Development Initiative.

CARRIED

MOTION 01-575 11. d) Charlie Penson, M.P. Visit to the M.D. of Mackenzie
MOVED by Councillor Wieler

That all Councillors be authorized to attend the meeting with Charlie Penson on Monday, November 12, 2001 in Fort Vermilion. Issues to discuss are: plans for Highway 58 through Wood Buffalo National Park, and the Bison in the Park.

CARRIED

MOTION 01-576 11. e) Budget Meeting Date
MOVED by Councillor Kulscar

That the November 27, 2001 budget meeting be rescheduled for Thursday, November 29, 2001 at 9:00 a.m. in Fort Vermilion.

CARRIED

MOTION 01-577 11. f) Invitation to Meet with Alberta Transportation
MOVED by Councillor Thiessen

That the following items be discussed with Alberta Transportation during the Alberta Association of Municipal Districts and Counties Fall 2002 Convention:

1. Highway 88 Connector Interchange
2. Highway 58 West to Rainbow Lake
3. Tompkins West Hill
4. Highway 88

- 5. Blumenort Intersection
- 6. Zama Road Secondary Status

CARRIED

- 11. g) Elected Officials Seminar, MMSA

MOTION 01-578

MOVED by Councillor Driedger

That all Councillors be authorized to attend the Elected Officials Seminar at the Mile Zero Inn in Grimshaw on November 30, 2001.

CARRIED

- 11. h) Alberta Future Summit 2002

MOTION 01-579

MOVED by Councillor Newman

That Deputy Reeve Sarapuk be authorized to attend the Peace River Regional Forum on November 7, 2001 at the Traveller's Motor Hotel in Peace River.

CARRIED

- 11. i) Representation on Minister's Symposium on Schools

MOTION 01-580

MOVED by Councillor Thiessen

That the documentation on the Minister's Symposium on Schools, at the Shaw Conference Center in Edmonton on December 5th and 6th, 2001, be accepted as information.

CARRIED

- 11. j) Appointment to the M.D. of Mackenzie Library Board

MOTION 01-581

MOVED by Councillor Thiessen

That the request for the appointment of a High Level rural member to the M.D. of Mackenzie Library Board, be tabled.

CARRIED

MOTION 01-582

11. k) Family Violence Prevention Month – Proclamation

MOVED by Councillor Kulscar

That November be proclaimed Family Violence Prevention Month within the M.D. of Mackenzie.

CARRIED

MOTION 01-583

11. l) Family and Community Support Services

MOVED by Councillor Kulscar

That a regional board be established for Family and Community Support Services (FCSS) within the M.D. of Mackenzie with regional representation, beginning the next fiscal year. Further, that this Board be established after consultation with existing FCSS service providers.

CARRIED

MOTION 01-584

11. m) Council Remuneration

MOVED by Councillor Peters

That an amendment be drafted to amend Bylaw 283/01 to include when a Councillor is required to remain away from their home an extra day between meetings, conventions, etc., that they be paid \$100 per deim for those days.

DEFEATED

OPERATIONAL SERVICES:

MOTION 01-585

12. a) Paying for Construction and Paving of 100A Street

MOVED by Councillor Bateman

That paying for construction and paving of 100A Street in La Crete be received as information.

CARRIED

12. b) Request for Payment for Access Road
Construction to SE 2-107-14-W5M

MOTION 01-586

MOVED by Councillor Bateman

That the request for compensation for building the road to SE 2-107-14-W5M, be accepted as information.

CARRIED

12. c) Heated Truck-fill Pad – La Crete

MOTION 01-587

MOVED by Councillor Bateman

That \$48,000 be forwarded to the 2002 Capital Budget and that the wording be changed from "Heated Truck-fill Pad" to La Crete Water Supply Upgrade.

CARRIED

12. d) Haul of Waste Contract

MOTION 01-588

MOVED by Councillor Kulscar

That the Haul of Waste Contract be tabled to the next Council meeting.

CARRIED

12. e) Capital Project Listing

The Capital Project listing was discussed.

12. f) Ice Blading

Administration will draft an ice blading policy.

12. g) Highway 697 / Highway 88 Connector Intersection

The Highway 697 / Highway 88 Connector Intersection will be discussed with Alberta Transportation during the AAMD&C Fall 2001 Convention.

MOTION 01-589

MOVED by Councillor Kulscar

That Council give consideration to go in camera at 3:53 p.m. to discuss issues under Section 23 of the Freedom of Information and Protection of Privacy Act.

CARRIED

IN CAMERA SESSION:

13. a) Economic Development Incentive Agreement IN-CAMERA

MOTION 01-590

MOVED by Councillor Kulscar

That Council come out of camera at 4:03 p.m.

CARRIED

MOTION 01-591

MOVED by Councillor Kulscar

That the M.D. of Mackenzie enter into the Economic Development Agreement as presented at this meeting, with the Town of High Level.

CARRIED

ADJOURNMENT:

14. a) Adjournment

MOTION 01-592

MOVED by Councillor Thiessen

That the meeting be adjourned at 4:05 p.m.

CARRIED

These minutes were adopted this _____ day of _____, 2001.

Bill Neufeld, Reeve

Eva Schmidt, Executive Assistant

M.D. of Mackenzie No. 23



Request For Decision

Meeting:	Regular Council Meeting
Meeting Date:	November 27, 2001
Originated By:	Paul Driedger, Director of Planning and Emergency Services
Title:	Bylaw 288/01 Authorizing Volunteer Firefighters to use Flashing Green Lights in their Vehicles
Agenda Item No:	8 a)

BACKGROUND / PROPOSAL:

Sections 27 and 31 of the Highway Traffic Regulation (Highway Traffic Act) (see attached) describe the prohibition as well as permission of the use of flashing lights. The flashing green light (section 31 HTA) proposed in this bylaw would be used on or in the vehicles of firefighters within M.D. of Mackenzie who are responding to a fire call or other emergency.

We did a survey of ratepayers attending the "Get to know you night" in La Crete regarding the use of "green lights" and the response was very positive for the use of green lights in vehicles of Fire Fighters responding to an emergency (see attached).

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The flashing green light located on or in a vehicle, other than an emergency vehicle, would provide a bright and easily visible indication to regular traffic that this vehicle is responding to an emergency and that they need to pull over and allow the responding vehicle to pass. This allows members of the Fire Department to reach the emergency scene in a more visible and effective manner without unnecessary delay caused by traffic, all the while still obeying all traffic rules as mentioned throughout the Highway Traffic Act.

COSTS / SOURCE OF FUNDING:

\$195/light for visor mount "flatlighter" LED x 60 lights = \$11,700 (plus GST)
\$86/light for dash mount "cadet responder" rotary light x 60 lights = \$5,160 (plus GST)

Review: *PMD*

Dept. EMERGENCY SERVICES

Ac/nh
C.A.O.

PMD.

RECOMMENDED ACTION (by originator):

That First Reading be given to Bylaw 288/01 authorizing firefighters to use flashing green lights in their vehicles when responding to an emergency within Municipal District of Mackenzie No.23.

That Second Reading be given to Bylaw 288/01 authorizing firefighters to use flashing green lights in their vehicles when responding to an emergency within Municipal District of Mackenzie No.23.

That Third Reading be given to Bylaw 288/01 authorizing firefighters to use flashing green lights in their vehicles when responding to an emergency within Municipal District of Mackenzie No.23.

Review: *AMO*

Dept. Emergency Services

Arnold
C.A.O.

AMO

BY-LAW NO. 288/01

**A BY-LAW OF THE
MUNICIPAL DISTRICT OF MACKENZIE NO.23
IN THE PROVINCE OF ALBERTA**

**AUTHORIZING FIREFIGHTERS TO USE
FLASHING GREEN LIGHTS IN THEIR VEHICLES
WITHIN MUNICIPAL DISTRICT OF MACKENZIE NO.23**

WHEREAS, by authority of Section 31 of the Highway Traffic Act, the Council of the M.D. of Mackenzie No.23 duly assembled enacts as follows:

A full-time or volunteer firefighter may carry on or in a vehicle other than an emergency vehicle, a lamp that produces intermittent flashes of green light and may operate the lamp if the vehicle is proceeding to a fire or other emergency.

No person other than a full-time or volunteer firefighter shall operate a lamp that produces intermittent flashes of green light.

Nothing in this Bylaw shall be construed so as to permit a full-time or volunteer firefighter to operate a vehicle in contravention of the Highway Traffic Act, the regulations under that Act, any other provincial legislation of regulation, or any Bylaw of the M.D. of Mackenzie No.23.

This By-Law shall come into effect upon final reading.

First Reading given on the _____ day of _____, 2001.

Bill Neufeld, Reeve

Eva Schmidt, Executive Assistant

Second Reading given on the _____ day of _____, 2001.

Bill Neufeld, Reeve

Eva Schmidt, Executive Assistant

Third Reading and Assent given on the _____ day of _____, 2001.

Bill Neufeld, Reeve

Eva Schmidt, Executive Assistant

(2) No power bicycle shall be used on a highway by a person under the age of 12 years.

(3) No power bicycle shall be used on a highway by a person who has not reached the age of 18 years unless that person has obtained and carries the consent of his parent or guardian in the form prescribed by the Minister or holds an operator's licence issued under the *Motor Vehicle Administration Act*.

Flashing Lights

hibition re
hing lights

27(1) No person shall have on a highway a vehicle that is equipped with one or more flashing lights unless the vehicle is authorized to be equipped with those lights under the *Highway Traffic Act* or this Regulation.

(2) Except as provided for in this Regulation, no person shall operate a vehicle that is equipped with any device capable of emitting a red beam to the front of the vehicle.

(3) No person shall operate a vehicle, other than a school bus, that is equipped with alternately flashing amber lights or alternately flashing red lights.

(4) No person shall operate a vehicle that is equipped with alternately flashing headlamps unless the vehicle is an emergency vehicle that is also equipped with flashing lights.

ice vehicle
hing lights

28(1) A police vehicle may be equipped with flashing lights as permitted under this section.

(2) If a police vehicle is equipped with flashing lights, the vehicle must be equipped so that

- (a) the flashing blue lights are mounted on or in the vehicle on the right side of the vehicle, and
- (b) the flashing red lights are mounted on or in the vehicle on the left side of the vehicle.

(3) If the flashing lights are mounted on the exterior roof of a police vehicle,

- (a) the flashing blue light must be mounted on the top right exterior of the vehicle, and
- (b) the flashing red light must be mounted on the top left exterior of the vehicle.

(4) Despite subsection (2), a police vehicle may be equipped so that both the red flashing lights and the blue flashing lights are mounted on or in the vehicle on the left exterior of the vehicle with

- (a) the red flashing light mounted directly above the blue flashing light, or
- (b) the blue flashing light mounted immediately to the right of the red flashing light.

(5) Despite subsections (2) and (3), a police vehicle may be equipped so that

- (a) a flashing blue or red light or both, or
- (b) an alternately flashing blue and red light,

is mounted in the interior of the vehicle.

(6) When the flashing lights referred to in subsection (2), (4) or (5) are in operation, they must emit a beam or beams to the front and rear of the vehicle that are visible from the exterior of the vehicle.

(7) When the flashing lights referred to in subsection (3) are in operation, they must emit a beam or beams visible from all directions around the exterior of the vehicle.

(8) No person shall activate or use the flashing lights permitted under this section except when the vehicle is being used by a peace officer in the execution of the peace officer's duties.

Ambulance
flashing lights

29(1) An ambulance must be equipped with one or more flashing red lights that emit a beam or beams that are visible from all directions around the exterior of the vehicle.

(2) No person shall activate or use the flashing lights required under subsection (1) except when the ambulance is being used in response to an emergency situation.

Fire fighting
vehicle flashing
lights

30(1) A vehicle used primarily for the transportation of fire fighters and other emergency response workers or fire fighting and other emergency response equipment must be equipped with one or more flashing red lights that emit a beam or beams that are visible from all directions around the exterior of the vehicle.

(2) No person shall activate or use the flashing lights required under subsection (1) except when the vehicle is being used in response to a fire or other emergency call.

Municipal
firefighter
flashing lights**31(1)** In this section,

- (a) "full-time firefighter" means a person who is regularly employed in the fire protection services of a municipality;
- (b) "volunteer firefighter" means a person who voluntarily acts as a firefighter in the fire protection services of a municipality for a nominal consideration or honorarium.

(2) If permitted by a municipal by-law, a full-time or volunteer firefighter may carry on or in a vehicle, other than an emergency vehicle, a lamp that produces intermittent flashes of green light and may operate the lamp if the vehicle is proceeding to a fire or other emergency.

(3) No person, other than a full-time or volunteer firefighter in accordance with subsection (2), shall operate a lamp that produces intermittent flashes of green light.

(4) Nothing in this section shall be construed so as to permit a full-time or volunteer firefighter to operate a vehicle in contravention of this Act, the regulations or a municipal bylaw.

Emergency
response unit
flashing lights3
9

32(1) A motor vehicle that is designated as an emergency response unit under section 1(2)(b), (c) or (d) may be equipped with one or more flashing red lights that emit a beam or beams that are visible from all directions around the exterior of the vehicle.

(2) No person shall activate or use the flashing lights permitted under subsection (1) except

- (a) in the case of a motor vehicle designated under section 1(2)(b), when the vehicle is being used by the employee of the Government of Canada in the Correctional Service of Canada in the execution of the employee's duties, or
- (b) in the case of a motor vehicle designated under section 1(2)(c) or (d), when the vehicle is being used in response to an emergency situation.

Gas unit
flashing lights

33(1) A vehicle used as a gas disconnecting unit of a public utility company may be equipped with one or more flashing red lights emitting a beam or beams that are visible from all directions around the exterior of the vehicle.

(2) No person shall activate or use the flashing red lights permitted under subsection (1) except when the vehicle is being used in response to an emergency call that may involve the disconnection of a gas supply or the stopping of escaping gas.

School bus
flashing lights**34(1)** A school bus

(a) must be equipped on its exterior with

- (i) a red flashing light that is located at each side of the vehicle on the front of the vehicle at or near the vehicle's roof line, and
- (ii) a red flashing light that is located at each side of the vehicle on the rear of the vehicle at or near the vehicle's roof line,

and

(b) may be equipped on its exterior with

- (i) an amber flashing light that is located at each side of the vehicle on the front of the vehicle at or near the vehicle's roof line and inboard of the red flashing light,
- (ii) an amber flashing light that is located at each side of the vehicle on the rear of the vehicle at or near the vehicle's roof line and inboard of the red flashing light, and
- (iii) a stop arm located on the left side of the vehicle that has one or more red flashing lights located at or near the outer end of the stop arm.

(2) When put into operation, the flashing lights and stop arm referred to in subsection (1) must operate as follows:

- (a) in the case of a school bus that is equipped with amber flashing lights, when the amber flashing lights are activated,
 - (i) the amber flashing lights located on the front of the vehicle must flash alternately emitting a beam that is visible to persons approaching the vehicle from the front of the vehicle, and
 - (ii) the amber flashing lights located on the rear of the vehicle must flash alternately emitting a beam that is visible to persons approaching the vehicle from the rear of the vehicle;

(b) when the red flashing lights are activated,

- (i) in the case of a school bus that is equipped with amber flashing lights, the amber flashing lights must

FLASHING GREEN LIGHT FOR VOLUNTEER FIREFIGHTERS

SURVEY RESULTS

Municipal District of Mackenzie conducted a survey on the issue of our volunteers responding to an emergency. This is assisting us when establishing policies and procedures. Following are the questions we asked on the survey.

TOTAL RESPONSES: 159

- 1) Have you ever been in a situation where a vehicle was approaching you rapidly or passing you in town with their 4-way emergency flashers on and only later you realized the person was responding to an emergency.

Yes (47%)
No (53%)

- 2) Do you feel the regular vehicle 4-way emergency flashers is enough warning and visible enough?

Yes (31%)
No (69%)

- 3) The Alberta Highway Traffic Act states that a municipality may pass a bylaw allowing volunteer firefighters to use a flashing green light when responding to a fire or other emergency.

Would you like to see the emergency responders have flashing green lights while responding to a call?

Yes (90%)	Additional Responses:	
No (9%)	May be helpful to some	(0.5%)
	I don't care	(0.5%)

- 4) Would a flashing green light be easy to remember meaning that the person is responding to an emergency?

Yes (89%)	Additional Responses:	
No (10%)	No comment	(0.5%)
	Any flashing lights	(0.5%)

- 5) Would you like to see the municipality educate the public more regarding members responding to and while on emergency calls?

Yes (92%)	Additional Responses:	
No (7%)	No comment	(1%)

**Flashing Green Lights for Firefighters
Survey Results**

6) Comments

a. *People who ARE TOTALLY IN FAVOR and feel that:*

- regular 4-way flashers are not enough warning
- want to see a flashing green light
- would easily remember the meaning of the flashing green light, and
- would like to see more public education on this issue

99/159 (62%)

51 of these people have been approached or passed by a vehicle responding to a call and 48 have not.

Comments:

- A job well done by the emergency volunteers!
- That would be a good idea.
- Concern – it might increase the response time for people to set up their lights, but I think it is a good idea.
- Good idea.
- This should have been done years ago.
- Keep up public awareness
- I would like to see this available to ambulance members as well.
- People don't really care regarding educate. Fines are better ideas. They seem to respond to this.
- Keep nosy people away from fires.
- Give them horns as well! (Something that sounds more like an emergency vehicle.) You have great service, and I am happy to support you in our community.
- Continue your excellent service to our community.
- Keep up the good work!

b. *People who feel that:*

- 4 – way flashers ARE enough warning, yet would still like to see
- flashing green lights
- would easily remember the meaning of the lights, and
- would like to see more public education on this issue

32/159 (20%)

11 of these people have been approached or passed by a vehicle responding to a call and 21 have not.

Comments:

**Flashing Green Lights for Firefighters
Survey Results**

- Great idea to increase overall safety for everybody and also reduce response time!
- You do a great job!!
- Any improvements would be a good thing!

b. People who are NOT IN FAVOR and feel that:

- 4-way emergency flashers are adequate
- do not want green flashing lights
- would not easily remember the meaning of the light, and
- do not want to see more public awareness on this issue

3/159 (2%)

Comments:

- Anyone ignorant enough to not see red lights won't see green either.

M.D. of Mackenzie No. 23



Request For Decision

Meeting:	Regular Council Meeting
Meeting Date:	November 27, 2001
Originated By:	Paul Driedger, Director of Planning and Emergency Services
Title:	Bylaw 289/01 Remunerating Volunteer Firefighters
Agenda Item No:	8 b)

BACKGROUND / PROPOSAL:

Council every year provides an honoraria for our volunteer fire departments. In the past it was just handed over to the fire departments and the fire departments decided what to do with the funds. Revenue Canada has recently stated that all volunteer fire department honorarium, if it is being distributed among the members, must be issued by the municipality to withhold certain benefits. The last couple of years the budgeted amount for honoraria has been \$100/month per member (\$25/practice or meeting x 4/month) with 20 members = \$24,000/annum.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The fire departments requested a policy be established to address honorariums to the volunteers. They felt that due to the increase in members, increase in call volumes, increase in training the compensation for the volunteers needed to be defined better. We checked what other municipalities provided for honoraria and went with similar rates. The following are information received from other municipalities:

MD of Northern Lights No.22 rates are

Fire Chief & Deputy	Practice flat-rate	\$20.00
	Fire call-out	\$20.00/hr
Captains and Lieutenants	Practice flat-rate	\$18.00
	Fire call-out	\$18.00/hr
Fire Fighters	Practice flat-rate	\$15.00
	Fire call-out	\$10.00/hr with increases of \$1 per course

Review:

Dept. EMERGENCY SERVICES

Ag. In. C.A.O.

MD of Peace No.135 rate is:

Fire Fighters \$10/hr

Sturgeon County rates are:

Officer in charge \$25.91/hr for first hour
\$19.44/hr after first hour

Fire Fighters \$14.04/hr straight through

Lac Ste. Anne County rate is:

Fire Fighters \$15.38/hr

Bashaw Volunteer Fire Brigade rates are:

Fire Chief \$24.00/hr for first hour
\$14.00/hr for each additional hour

Fire Fighters \$5.00 per alarm response
\$7.00/hr attending a fire

COSTS / SOURCE OF FUNDING:

The honoraria amounts would vary from year-to-year depending on the call volume, amount of training, number of volunteers, number of practices. For budgeting purposes we would take the previous years total statistics for calculating the projected amounts. I ran a scenario using the proposed policy with the 2001 statistics of La Crete Fire-Rescue and the totals were slightly less excluding training hours and the Fire Chief monthly flat-rate. For 2001 we would be over budget on the honoraria (if Council PASSES Bylaw 289/01) by the amount allowed for training and Fire Chief monthly flat-rate.

RECOMMENDED ACTION (by originator):

That First Reading be given to Bylaw 289/01 establishing remuneration for volunteer firefighters within Municipal District of Mackenzie No.23.

That Second Reading be given to Bylaw 289/01 establishing remuneration for volunteer firefighters within Municipal District of Mackenzie No.23.

That Third Reading be given to Bylaw 289/01 establishing remuneration for volunteer firefighters within Municipal District of Mackenzie No.23.

Review: *PMO.*

Dept. Emergency Services.

Acting
C.A.O.

PMO.

BY-LAW NO. 289/01

**A BY-LAW OF THE
MUNICIPAL DISTRICT OF MACKENZIE NO.23
IN THE PROVINCE OF ALBERTA**

**FOR THE PURPOSE OF
REMUNERATING VOLUNTEER FIRE FIGHTERS
WITHIN
MUNICIPAL DISTRICT OF MACKENZIE NO.23**

WHEREAS pursuant to the provisions of Section 7 of the Municipal Government Act, S.A. 1994, c. M-26.1 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 the Municipal District of Mackenzie No.23 is committed to supporting volunteer efforts to protect life and property of its residents; and

WHEREAS, the Council of the Municipal District of Mackenzie No. 23, wishes to establish remuneration for volunteer firefighters within the Municipality;

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

1. To establish remuneration for volunteers of fire departments for attending fires, fire practices and training.
2. Remuneration rates in accordance with Schedule 'A'
3. All municipal employees shall take time-off-in-lieu or time off without pay from the municipality when responding to a call during regularly scheduled work hours.
4. 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%.
5. The remuneration rates shall be reviewed by the Municipal District of Mackenzie No.23 annually or by request. Such a review may result in an amendment to Schedule 'A'.
6. Council may from time to time amend Schedule 'A' by resolution in Council

First Reading given on the _____ day of _____, 2001.

Bill Neufeld, Reeve

Eva Schmidt, Executive Assistant

Second Reading given on the _____ day of _____, 2001.

Bill Neufeld, Reeve

Eva Schmidt, Executive Assistant

Third Reading and Assent given on the _____ day of _____, 2001.

Bill Neufeld, Reeve

Eva Schmidt, Executive Assistant

Schedule 'A'

Fire Chief	Monthly flat-rate	\$350.00
	Practice flat-rate	\$20.00
	Training	\$10.00/hr
	Fire call-out	\$20.00/hr
Deputy Chief	Practice flat-rate	\$18.00
	Training	\$10.00/hr
	Fire call-out	\$18.00/hr
Captains and Lieutenants	Practice flat-rate	\$16.00
	Training	\$10.00/hr
	Fire call-out	\$16.00/hr
Fire Fighters	Practice flat-rate	\$14.00
	Training	\$10.00/hr
	Fire call-out	\$10.00/hr with increases of \$1 per course to a maximum of \$14.00/hr

BY-LAW NO. 289/01

**A BY-LAW OF THE
MUNICIPAL DISTRICT OF MACKENZIE NO.23
IN THE PROVINCE OF ALBERTA**

**FOR THE PURPOSE OF
REMUNERATING VOLUNTEER FIRE FIGHTERS
WITHIN
MUNICIPAL DISTRICT OF MACKENZIE NO.23**

WHEREAS pursuant to the provisions of Section 7 of the Municipal Government Act, S.A. 1994, c. M-26.1 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 the Municipal District of Mackenzie No.23 is committed to supporting volunteer efforts to protect life and property of its residents; and

WHEREAS, the Council of the Municipal District of Mackenzie No. 23, wishes to establish remuneration for volunteer firefighters within the Municipality;

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

1. To establish remuneration for volunteers of fire departments for attending fires, fire practices (including meetings/community events) and training.
2. Remuneration rates in accordance with Schedule 'A'
3. All municipal employees shall take time-off-in-lieu or time off without pay from the municipality when responding to a call during regularly scheduled work hours.
4. 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%.
5. The remuneration rates shall be reviewed by the Municipal District of Mackenzie No.23 annually or by request. Such a review may result in an amendment to Schedule 'A'.
6. Council may from time to time amend Schedule 'A' by resolution in Council

First Reading given on the _____ day of _____, 2001.

Bill Neufeld, Reeve

Eva Schmidt, Executive Assistant

Second Reading given on the _____ day of _____, 2001.

Bill Neufeld, Reeve

Eva Schmidt, Executive Assistant

Third Reading and Assent given on the _____ day of _____, 2001.

Bill Neufeld, Reeve

Eva Schmidt, Executive Assistant

Schedule 'A'

Fire Chief	Monthly flat-rate	\$350.00 <u>250.00</u>	
	Practice flat-rate	\$20.00 <u>8.50/hr</u>	
	Training	\$10.00/hr	
	Fire call-out	\$20.00/hr	
Deputy Chief	Practice flat-rate	\$48.00 <u>8.50/hr</u>	
	Training	\$10.00/hr	
	Fire call-out	\$18.00/hr	
Captains and Lieutenants	Practice flat-rate	\$16.00 <u>8.50/hr</u>	
	Training	\$10.00/hr	
	Fire call-out	\$16.00/hr	
Fire Fighters	Practice flat-rate	\$14.00 <u>7.50/hr</u>	
	Training	\$10.00/hr	
	Fire call-out	\$10.00/hr with increases of \$1 per course to a maximum of \$14.00/hr	

M.D. of Mackenzie No. 23

Request For Decision

Meeting:	Regular Meeting
Meeting Date:	November 27, 2001
Originated By:	Paul Driedger, Director of Planning and Emergency Services
Title:	Inter-Municipal Development Plan "Terms of Reference"
Agenda Item No:	8 c)

BACKGROUND / PROPOSAL:

Council previously reviewed the draft "Terms of Reference" for an Intermunicipal Development Plan (IDP) provided by the Town of High Level. It was reviewed by ourselves and Mackenzie Municipal Services Agency to ensure it met the intent of an IDP between us (MD23) and the Town of High Level.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Upon reviewing the "Terms of Reference" document some changes were made to reflect what we felt should be addressed in a IDP. Issues addressed in the IDP "terms of reference" such as "annexation" and "revenue sharing" were removed from the document. The document should only address issues pertaining to development. We met with the CAO and Director of Planning with the Town of High Level and reviewed the proposed changes and from that meeting drafted the attached "Terms of Reference" document for Council review.

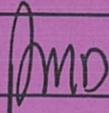
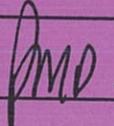
The Inter-municipal Development Plan "Terms of Reference" was presented to the Town of High Level Council on November 19th where the Council APPROVED the document as presented.

COSTS / SOURCE OF FUNDING:

Not applicable at this time.

RECOMMENDED ACTION (by originator):

That the Inter-municipal Development Plan "Terms of Reference" be adopted as presented.

Review:		Dept. PLANNING	 C.A.O.	
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INTERMUNICIPAL DEVELOPMENT PLAN

"TERMS OF REFERENCE"

1.0 BACKGROUND AND PURPOSE

The neighbouring municipalities of The MD of Mackenzie and The Town of High Level have agreed to enter into a process to jointly develop an Intermunicipal Development Plan (IDP) between the two municipalities.

"The purpose of the IDP will be to ensure that a coordinated and cooperative framework is in place for managing the use and development of lands adjacent to the boundary of the Town of High Level, within the MD of Mackenzie."

The policy framework for the preparation of the IDP is contained in the Town of High Level and the MD of Mackenzie Municipal Development Plans (MDPs). The Town of High Level's Municipal Development Plan contains policies regarding intermunicipal planning and regional cooperation. The MD of Mackenzie General Municipal Plan contains intermunicipal development policies and regional cooperation.

The Provincial Land Use Regulations pursuant to the Municipal Government Act encourage "adjoining municipalities to cooperate in the planning of future land uses in the vicinity of boundaries (fringe areas) respecting the interests of both municipalities and in a manner that does not inhibit or preclude appropriate long term use or unduly interfere with the continuation of existing uses." This is particularly important given the need for urban development to extend beyond the Town of High Level's boundaries to meet the future need for commercial, residential, and industrial land. An IDP would ensure orderly and efficient urban expansion, coordination of land uses, transportation, utilities, parks, recreation and open space land uses.

2.0 PLAN AREA

The Intermunicipal Development Plan area encompasses approximately 24,476.25 hectares of land north, south and west of the present corporate limits of the Town of High Level as shown on Figure 1 — Plan Area (attached). Although this is the area that constitutes the boundaries, an Intermunicipal Development Plan Bylaw will be adopted, surrounding influences beyond this boundary will be considered in formulating policy directions. Adjacent property owners, residents and other interested parties will also be consulted during the IDP planning process.

3.0 ENABLING LEGISLATION

The contents for an Intermunicipal Development Plan are outlined in Section 631 of the Municipal Government Act which reads:

"631(1) Two or more councils may, be each passing a bylaw in accordance with this Part or in accordance with sections 12 and 692, adopt an intermunicipal development plan to include those areas of land lying within the boundaries of the municipalities as they consider necessary.

1. An intermunicipal development plan

A) may provide for

1. the future land use within the area,
2. the manner of and the proposals for future development in the area, and
3. any other matter relating to the physical, social or economic development of the area

**Intermunicipal Development Plan "Terms of Reference"
Municipal District of Mackenzie & Town of High Level**

that the councils consider necessary,
and

B) must include

4. a procedure to be used to resolve or attempt to resolve any conflict between the municipalities that have adopted the plan.
5. a procedure to be used, by one or more municipalities, to amend or repeal the plan, and
6. provisions relating to the administration of the plan"

The procedure for adopting an Intermunicipal Development Plan is described in Section 692 of the Municipal Government Act.

4.0 GUIDING PRINCIPLES

The MD of Mackenzie and the Town of High Level agree to the following guiding principles in preparing the IDP.

- 4.1 Maintain open, fair and honest communication between the two municipalities and affected stakeholders.
- 4.2 Promote orderly, economic and beneficial land development to minimize the amount of agricultural land converted to other land uses prematurely.
- 4.3 Recognize the potential need for future urban expansion of the Town of High Level and the need for orderly, timely and agreed upon annexation.
- 4.4 Determine compatible and complementary land uses within the IDP plan area and adjacent lands while ensuring proposed land uses and development do not unduly interfere or conflict with future urban expansion.
- 4.5 Cooperate in pursuing mutually beneficial economic development initiatives that would attract investment and create employment opportunities.
- 4.6 Cooperate in the reasonable preservation and protection of natural areas such as natural water bodies, wetlands, water courses and treed areas. Wherever possible, integrate them with future development as greenways that can be used for passive recreation purposes, wildlife corridors, and stormwater management.
- 4.7 Work in consultation with Alberta Infrastructure to plan and develop a regional transportation network of roadways, truck and dangerous goods movement that is safe, efficient and economic.
- 4.8 Work in consultation with Alberta Infrastructure in establishing consistent and high standards for landscaping, signing, berming and access management along the Highway 35 as major intermunicipal gateway.
- 4.9 The IDP study will investigate the potential for and inter-

**Intermunicipal Development Plan "Terms of Reference"
Municipal District of Mackenzie & Town of High Level**

municipal water distribution and sewage collection system and shall follow acceptable storm water management principles.

- 4.10 Establish general policies on the development of inter-municipal recreational facilities.
- 4.11 Investigate the potential of a regional trail system linking any integrating parks, trails and open spaces between the two municipalities.
- 4.12 Provide for effective plan administration and implementation mechanisms as part of the IDP which could include, but not necessarily be limited to: referrals of development, subdivision, redistricting applications, and amendments to statutory plans, and dispute resolution mechanisms.

5.0 SCOPE OF WORK / PROJECT SCHEDULE

The scope of work is outlined below. Opportunities for public consultation will be provided throughout the process. The final draft will be presented to each Council upon completion for ratification.

Technical analysis to be undertaken during the preparation of the IDP include:

- Land Use/Districting
- Statutory Planning Framework
- Long Term Growth Projections
- Natural and Man-Made Constraints
- Property Ownership Patterns/Private Sector Proposals
- Economic Development Potential
- Transportation corridors and Facilities
- Parks, Recreation, Open Space and Trail Development Opportunities
- Servicing, Infrastructure and Utilities
- Intermunicipal Planning Policies and Procedures
- Police, Fire and Ambulance Services
- Other factors that may influence the direction and quality of growth

6.0 PROJECT ORGANIZATION

6.1 The MD of Mackenzie and the Town of High Level Councils

The MD of Mackenzie Council and the Town of High Level Council will be responsible for approval of the MD of Mackenzie and the Town of High Level Intermunicipal Plan Bylaw.

6.2 Project Steering Committee (PSC)

Composition

- The Project Steering Committee (PSC) will consist of (6) members:

The MD of Mackenzie	The Town of High Level
Reeve	Mayor
Councillor	Councillor
CAO	CAO

- The PSC will be co-chaired by the Mayor and the Reeve.
- The chairmanship of PSC meetings and venues for meetings will alternate between the Town of High Level and the MD of Mackenzie.
- The Technical Advisory Committee will be in attendance at Project Steering Committee meetings, as necessary.

Responsibilities

- Assist in identifying issues and opportunities that need to be addressed as part of the IDP.
- Validate information and data with the Technical Advisory Committee (TAC) to be used in the formulation of the IDP.
- Assist the TAC in facilitating meaningful public consultation throughout the IDP planning process.
- Perform an informal outreach function to facilitate a two-way exchange of information between the Steering Committee, landowners and other stakeholder groups.
- Recommend to The MD of Mackenzie Council and the Town of High Level Council a final IDP for approval.

Meetings / Agendas / Minutes

- For meetings, (4) members, (2) from each municipality, will constitute a quorum.
- Decision making will be done on a consensus basis. If consensus is not reached, decisions may be made by a recorded vote of Project Steering Committee members. Technical Advisory Committee members are non-voting members and will only serve in an advisory capacity at PSC meetings.
- Agendas and background materials will be circulated to Project Steering Committee members (5) working days before the meeting date where feasible. Brief project management style meeting minutes will be kept, recording decisions, outcomes, actions, and responsibilities.

6.3 Technical Advisory Committee

The Technical Advisory Committee (TAC) will consist of the following (4) members:

The MD of Mackenzie

The Town of High Level

Director of Operational Services

Director of Operation Services

Director of Planning

Director of Planning and
Development

- The TAC will determine its Chair.

Responsibilities

The TAC will:

- Act as a contact for the PSC to facilitate data collection, analysis, and policy development for the IDP.
- Validate and ensure the accuracy and currency of information used in formulating the IDP.
- Review work to ensure it is consistent with the policy and priorities of the MD of Mackenzie and the Town of High Level.
- Help generate policy directions, solutions, and ideas to help address issues identified during the IDP process.
- Assist in the implementation of the public consultation program associated with the IDP process.
- Facilitate liaison with the MD of Mackenzie and the Town of High Level departments or other outside agencies.

Meetings / Agendas / Minutes

- For meetings, a simple majority of (3) members will constitute a quorum. TAC members are requested send alternates should they not be able to attend a scheduled meeting. These alternates are to be identified at the onset of the process.
- Decision making will be done on a consensus basis. If consensus is not reached, decisions may be made by a recorded vote of TAC members.
- Agendas and background materials will be circulated to TAC members (5) working days where feasible before the meeting date. Brief project management style meeting minutes will be kept, recording decisions, outcomes, actions and responsibilities.

6.4 Media Relations

Effective media relations is an important aspect to the public communications program. To ensure complete and consistent information is provided to the media, the following have been designated as spokespersons for the IDP project:

**Intermunicipal Development Plan "Terms of Reference"
Municipal District of Mackenzie & Town of High Level**

- Elected Officials: Reeve of the MD of Mackenzie
Mayor of the Town of High Level
- Administration: Chief Administrative Officer, The MD of Mackenzie
Chief Administrative Officer, the Town of High Level

All advertising, newsletters, etc. will be jointly agreed to and coordinated through the Director of Planning of the MD of Mackenzie and the Director of Planning and Development of the Town of High Level.

7.0 PUBLIC INFORMATION PROGRAM / COMMUNITY CONSULTATION

Both the MD of Mackenzie and the Town of High Level have placed an important priority on having effective and meaningful involvement by landowners, stakeholders, and the general public during the preparation of the IDP.

Several opportunities and methods to be used in carrying out an effective public information / community consultation program have been identified in the project workplan. In summary they include:

Public Consultation / Community Program

To launch the project it is recommended that a media release (with backgrounder) be prepared containing a description of the technical planning activities, opportunities and ways in which people can get involved and information on designated spokesperson(s) and contact for the project. Also that a mailing be sent to each of the affected property owners, adjacent residents, property owners and other stakeholders.

Landowner Involvement

A series of focus group sessions will be held to engage landowners in the planning process. During the session a Consultant would review the objectives and work plan for the IDP process and engage focus group participants in identifying issues and opportunities that need to be addressed as part of the IDP. An outline/discussion guide would be prepared in advance for approval by the TAC.

Land Owner, Stakeholder and Public Review of Draft Plan

Open House(s) will be held, with an overview presentation be made at an appointed time this Open House format be used to present the draft IDP to landowners, stakeholders and the general public. The Open House provides opportunities for discussion on a one-to-one basis to clarify and resolve issues related to the draft IDP.

A full copy of the draft IDP be made available for viewing at the MD of Mackenzie offices and the Town of High Level office and other appropriate locations for public review. A copy would also be posted on the two municipal websites. The Planning Staff will be available at the Open House to answer questions and clarify contents of the IDP. A comment sheet will be provided as an exit survey to encourage feedback on the draft IDP.

Public Hearing(s)

Public Hearing(s) would be advertised and held by both the MD of Mackenzie and the Town of High Level Councils to allow property owners, stakeholders and the general public to make

**Intermunicipal Development Plan "Terms of Reference"
Municipal District of Mackenzie & Town of High Level**

representation in accordance with the provisions of Section 692 of the Municipal Government Act. It is recommended that the Public Hearing for the IDP be jointly hosted by the two municipalities.

It is the intent of the Project Steering Committee to monitor the effectiveness of the Public Information / Public Consultation Program and if necessary, the program may be enhanced with newsletters, surveys and other methods.

8.0 REPORTING

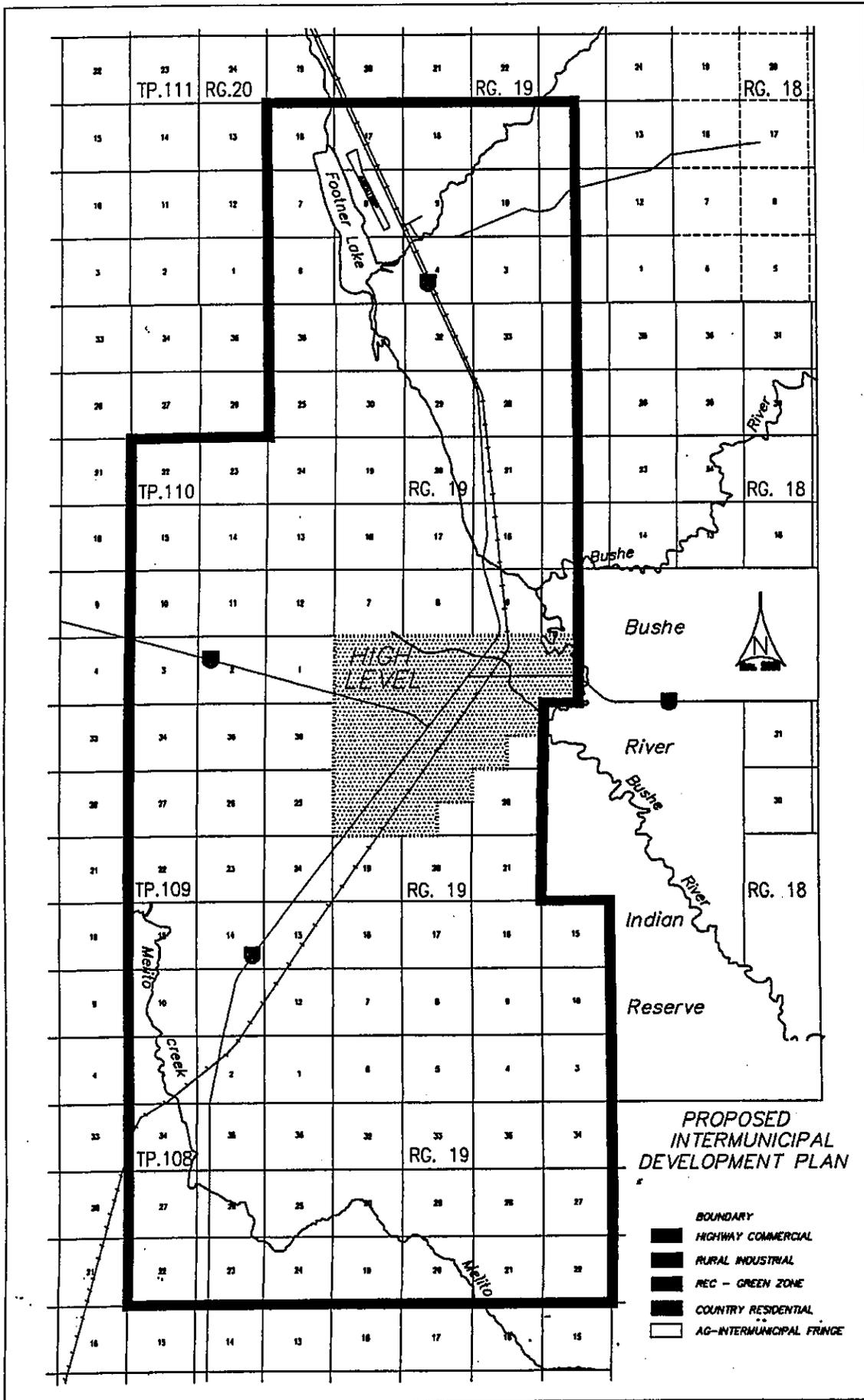
- Periodic progress reports will be provided from the Project Steering Committee to the MD of Mackenzie and the Town of High Level Councils and subsequent feedback will be reported back to the PSC and TAC meetings.
- A Background Information Report will be produced and reviewed with the two municipal Councils.
- A Draft Intermunicipal Development Plan will be presented to the Councils upon completion of recommended changes to the Background Information Report.
- A Final Draft Intermunicipal Development Plan will be presented to the Councils for approval upon completion of recommended changes to the Draft Inter-Municipal Development Plan.

9.0 BUDGET

The MD of Mackenzie and the Town of High Level will fund the project equally. If any outside research or expertise is required during the development of the IDP, both Councils must approve the funds required.

- Each municipality shall budget \$15,000 towards the project.
- The Town of High Level will be responsible for the administration functions (ie. minute taking) with support from the MD of Mackenzie as requested.
- Each municipality shall be responsible for their committee costs (ie. remuneration, expenses).

Figure 1 — Plan Area



M.D. of Mackenzie No. 23



Request For Decision

Meeting:	Regular Council
Meeting Date:	November 27, 2001
Originated By:	Harvey Prockiw, CAO
Title:	Land Use Conference
Agenda Item No:	8 d)

BACKGROUND / PROPOSAL:

The "Land Supports Us All" Land Use Conference will take place on January 14, 15 and 16, 2002 at the Shaw Conference Centre in Edmonton. The conference will raise issues such the increasing demands on our land for resource, exploration, recreation, rural living, and agriculture and forest products.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The conference is designed to expose opinions, determine questions, provide informed discussion and examine some unique options and opportunities from various jurisdictions. Ideas from the conference will contribute to environmental protection, healthy rural communities and sustainable growth and will contribute to the Ag Summit Phase II.

The M.D. has been provided with an opportunity to sponsor a program at the conference or present a showcase on the M.D.'s approaches to land use challenges.

COSTS / SOURCE OF FUNDING:

Honourariums and expenses plus \$250 conference fee if registered prior to November 30, 2001.

RECOMMENDED ACTION (by originator):

That Councillor _____ be authorized to attend the "Land Supports Us All" Land Use Conference at the Shaw Conference Centre in Edmonton on January 14, 15 and 16, 2002.

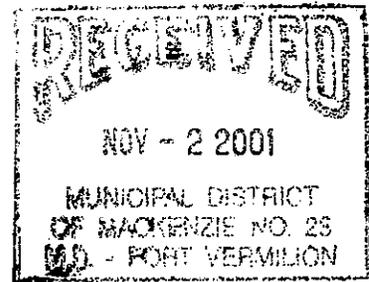
Review:

Dept.

Harvey
C.A.O.

October 29, 2001

Harvey Prockiw, Chief Administrative Officer
M.D. of Mackenzie No. 23
P. O. Box 640
Fort Vermilion, AB., T0H 1N0



Dear Mr. Prockiw:

Re: **Mine, Yours, Ours - Land Use Forum**

Because the land supports us all, competition for land has never been greater. The issues discussed at "The Land Supports Us All" Land Use Conference affect you. Our population is growing. Technology and transportation improvements make rural areas more easily accessible. Demand for resources, exploration, recreation, rural living, and agriculture and forest products is increasing. Before our finite land resources are given over to these growing demands, the forces leading to the land's conversion need to be discussed in an open forum. Add your voice and support.

Whether you produce primary or secondary products, explore for or extract natural resources, plan urban spaces, develop or take part in recreation or tourism, provide utilities transmission or commodities transport, or, provide financial, legal or consulting services; your participation and support are important. Take advantage of this opportunity. Attend and become a sponsor of this industry led conference.

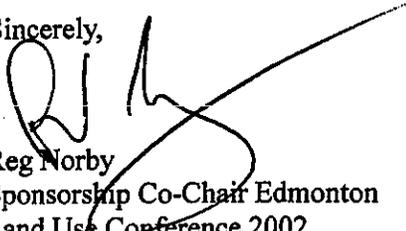
This ideas-based conference is designed to expose opinions, determine questions, provide informed discussion and examine some unique options and opportunities from various jurisdictions. The ideas and questions arising from this conference will contribute to environmental protection, healthy rural communities and sustainable growth.

Choose one of the five-tier Corporate Sponsorship Programs. Each is described on the accompanying page. The need for the conference has been identified and championed from the "grassroots". The questions and information captured during this timely conference will contribute to Ag Summit Phase II, which is a major industry/government consultation process. As such, it is especially important that all stakeholders take part.

The conference's Land Use Showcase is also an opportunity not to be missed. Present your organization's approaches to land use challenges. Your showcase and participation will convey a strong message of commitment and involvement in our mutual future. Can you afford not to participate?

We look forward to your participation. To confirm your sponsorship, complete and forward the attached form. For more information or to explore your firm's participation as a sponsor and/or a showcase exhibitor, contact either of the Sponsorship Co-chairs. Visit our web site - www.landuse.ab.ca.

Sincerely,


Reg Norby
Sponsorship Co-Chair Edmonton
Land Use Conference 2002
(780) 436-0590 / norby@powersurfr.com

Bob Anderson
Sponsorship Co-Chair Calgary
Land Use Conference 2002
(403) 935-4547 / rca@canada.com

CONFERENCE SPONSORSHIP OPPORTUNITY

Whether you produce primary or secondary products, explore for or extract natural resources, plan urban spaces, develop or take part in recreation or tourism, provide utilities transmission or transport commodities, or provide financial, legal or consulting services; your participation and support are important. Take advantage of this opportunity. Attend and become a sponsor of this industry led conference.

Sponsor Benefits include:

- Recognition as an industry leader.
- A "two for one" conference registration opportunity, a \$250 saving.
- Being a "Land Use Showcase" Exhibitor at a saving of \$200 to \$300.

The following chart outlines the Land Use Conference's five-tier sponsorship program noting the types of recognition and benefits provided to those corporations and organizations that wish to offer their financial or in-kind support for upcoming "The Land Supports Us All" Conference in Edmonton, January 14-16, 2002.

Sponsors can choose to sponsor or co-sponsor specific items such as meals, program sessions, refreshment breaks, registration kits, speakers, student conference bursaries¹, etc. For specific information on the required levels of support, please contact either of the LUC-2002 sponsorship co-chairs. If interested in such specific sponsorship opportunities, early notification is advised to avoid a missed opportunity. To ensure recognition of your support as a sponsor please confirm your participation by November 30, 2001.

To confirm your sponsorship complete the enclosed form. For more information or to explore your firm's participation as a sponsor or showcase exhibitor, please contact either: **Reg Norby, P. Ag., Sponsorship Co-Chair - Edmonton:**
780-436-0590 / 780-436-0737 (fax) / norby@powersurfr.com
or, **Bob Anderson, P. Ag., Sponsorship Co-chair - Calgary:**
403-935-4547 / rca@canada.com /over

¹ This LUC initiative would see, with industry support, the establishment of LUC-2002 student bursaries to enable deserving College and University students, enrolled in Land Use related programs, the opportunity to attend and participate at the LUC-2002. This \$10,000 initiative will require the support of a "Titanium" corporate sponsor to enable the "LUC-2002" provide twenty Student Conference Bursaries".

**Land Use Conference 2002
SPONSORSHIP PROGRAM**

SPONSORSHIP BENEFITS	SPONSORSHIP OPPORTUNITIES				
	BRONZE \$ 500	SILVER \$ 1,000	GOLD \$ 2,500	PLATINUM \$ 5,000	TITANIUM \$ 10,000+
Acknowledgement in "LUC" Publicity	Yes	Yes	Yes	Yes	Yes
Acknowledgement in Program Guide	Yes	Yes	Yes (.25pg)	Yes (.5 pg.)	Yes (1 page)
Registration Desk Acknowledgement	Yes	Yes	Yes	Yes	Yes
Conference Opening/Closing Recognition	Yes	Yes	Yes	Yes	Yes
A Booth Opportunity: Land Use Showcase	\$100	\$100	Incl.	Incl.	Incl.
Opening Reception Ticket	Yes	Yes	Yes	Yes	Yes
A "2 for 1" Conf. Registration Opportunity	Yes	Yes	Yes	Yes	Yes
Recognition on Conference Web Site	Yes	Yes	Yes	Yes	Yes
Complimentary Daily Luncheon Ticket	Yes (1)	Yes (1)			
Complimentary Opening Reception Ticket	Yes (1)	Yes (1)			
Complimentary Conference Registration			Yes (1)	Yes (2)	Yes (4)
References in Media Releases		Yes	Yes	Yes	Yes
Registration Kit Promo Brochure/Item ¹			Yes	Yes	Yes
Intro. & Recog. at Sponsored Meal/Session			Yes	Yes	Yes
Logo on "LUC-2002" Conference Website			Yes	Yes	Yes
Session Welcome/Co-chair Opportunity				Yes	Yes
Recognition on "LUC" Sign Banners				Yes	Yes
Sponsor Web Page Corporate Logo					Yes

Sponsorship cheques are to be made payable to: "REDA-LUC-2002"; and, forwarded to:
LUC-2002, #220, 10403-172 St., Edmonton, AB T5S 1K9.

¹ Sponsor is requested to forward 1000 copies of your chosen corporate insert to: "LUC-2002", #220, 10403-172 St., Edmonton, AB T5S 1K9, no later than November 30, 2001.

Conference Sponsorship Confirmation

Organization: _____

Mailing Address: _____

Contact Representative: _____

Telephone: _____ Fax: _____ Email: _____

SPONSORSHIP LEVEL:

- BRONZE (\$500)
- SILVER (\$1,000)
- GOLD (\$2,500)
- PLATINUM (\$5,000)
- TITANIUM (\$10,000+)

METHOD of PAYMENT:

- Cheque Enclosed
- Cheque under separate cover
- Please Invoice

MAKE CHEQUE PAYABLE to:
" REDA - LUC "

"Two for One: Registration Assigned Individuals: (Applicable To All Sponsorship Levels)

1. Name: _____ / 2. Name: _____

Complimentary Conference Registration(s): (Gold - 1 / Platinum - 2 / Titanium - 4)

1. Name: _____ / 2. Name: _____

3. Name: _____ / 4. Name: _____

Land Use Showcase: Yes, we will be an Exhibitor / Send Showcase Information

MAIL Sponsorship Confirmation and payment to: REDA-LUC,
Suite 220, 10403 - 172 Street,
Edmonton, AB T5S 1K9

REDA-LUC OFFICE USE ONLY

Sponsorship Confirmation Date Rec'd.: _____ Date Invoiced: _____ Invoice # _____

Date Payment Rec'd: _____ Cheque # : _____ Receipt # : _____ Date Sent: _____

Sponsorship Level: _____ Showcase: Date Info Sent: _____ Booth Assign: _____

2002 **Land Use**
Conference

Endorsed by:

- Ag and Food Council (AFC)
- Agriculture and Agri-Food Canada
- Agrivantage
- Alberta Agriculture, Food and Rural Development
- Alberta Chamber of Resources
- Alberta Chambers of Commerce
- Canadian Association of Petroleum Producers
- Travel Alberta (STMC)
- The list continues to grow

To register or reserve showcase space complete the registration panel and send it to us or:

Visit our web site:
www.landuse.ab.ca

Suite 220, 10403 - 172 Street,
EDMONTON, Alberta, T5S 1K9
Phone: (780) 444-6344
Fax: (780) 452-5385
email: info@landuse.ab.ca

Contact us about sponsorship opportunities as well.

**Shaw Conference Centre
Edmonton, Alberta
January 14, 15 & 16, 2002**

www.landuse.ab.ca

"The Land Supports Us All"
Land Use Conference
January 14, 15 & 16, 2002
SHAW Conference Centre
Jasper Avenue

See reverse to register
Registration make it to register persons

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use

mail:
Please check here if you have any dietary needs, attach information. ()
Would you like your name to appear on the delegate list?
Yes No

Early Bird registration available to Nov. 30.

Before November 30

Choose from the following:

Monday - Wednesday	\$ 250.00
Monday only	\$ 175.00
Tuesday only	\$ 175.00
Wednesday only	\$ 175.00
After November 30	
Monday - Wednesday	\$300.00
Monday only	\$200.00
Tuesday only	\$200.00
Wednesday only	\$200.00

Student
Monday - Wednesday \$ 175.00

Registration Due:

Indicate a payment method, and sign the payment acknowledgment on reverse

Registration fee in full must accompany registration.

Registration Card Holder's Name:

Signature:

Card #:

Expiry Date:

Cheque for \$

Registration fee to REDA - LUC is enclosed.

Registration Dated cheques will not be Accepted

"The Land Supports Us All"

Land Use Conference

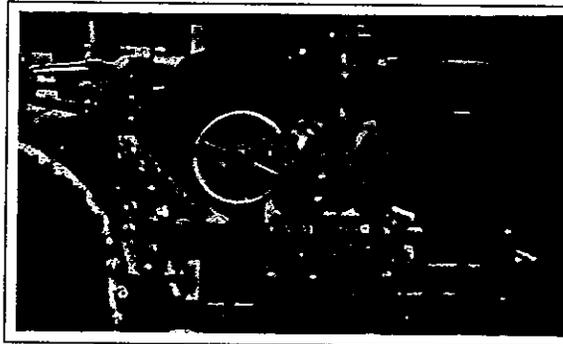
Because the land supports us all, the topics that will be discussed at the Land Use Conference already affect you.

As Alberta's population grows and our economy expands, demands for our non-renewable land resource will intensify. The need is critical to identify priorities and begin compiling questions that will answer those demands.

This conference will allow for multi-stakeholder discussions on land use planning.

The conference's **Land Use Showcase** is also an opportunity to present your organization's approaches to land use challenges.

www.landuse.ab.ca



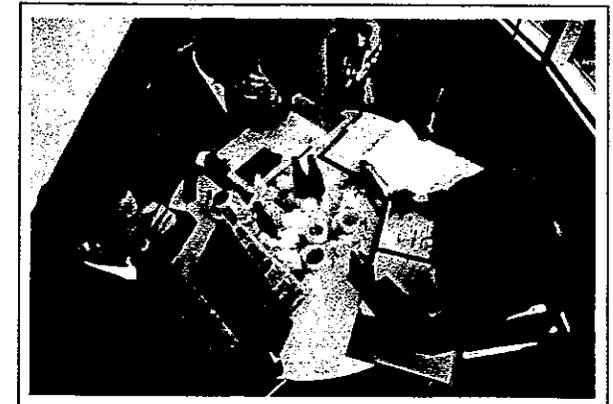
Take advantage of this opportunity

If you:

- produce primary or secondary products
- explore for or extract natural resources
- plan urban spaces
- develop or take part in recreation or tourism.
- transport commodities
- provide utility transmissions
- provide financial, legal, or consulting services

Goals

- To bring all stakeholders together in order to gain a better understanding about each other's perspectives.
- To learn from what other jurisdictions have done to address land use issues.
- To provide input into the Ag Summit process leading to the development of a provincial land use strategy.



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M.D. of Mackenzie No. 23



Request For Decision

Meeting:	Regular Council
Meeting Date:	November 27, 2001
Originated By:	Harvey Prockiw, CAO
Title:	Bylaw 286/01 – To Establish an Agricultural Appeal Board
Agenda Item No:	10 a)

BACKGROUND / PROPOSAL:

At the November 6, 2001 Council meeting, administration was directed to draft a bylaw appointing three Councillors to the Agricultural Appeal Board.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Bylaw 286/01 is a bylaw establishing an Agricultural Appeal Board including the Board's functions. The Bylaw allows for a membership of three Councillors.

COSTS / SOURCE OF FUNDING:

Not Applicable.

RECOMMENDED ACTION (by originator):

Motion 1:

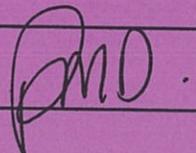
That all three readings be given to Bylaw 286/01 being a bylaw to establish an Agriculture Appeal Board.

Motion 2:

That Councillors _____, _____, and _____ to the Agricultural Appeal Board.

Review:

Dept.

Harvey
C.A.O. 

BYLAW NO. 286/01

**BEING A BY-LAW OF THE
MUNICIPAL DISTRICT OF MACKENZIE NO. 23
IN THE PROVINCE OF ALBERTA**

TO ESTABLISH AN AGRICULTURAL APPEAL BOARD

WHEREAS, the Agricultural Service Board Act, Weed Control Act, Soil Conservation Act, Agricultural Pests Act and amendments thereto empower a local authority to appoint a committee to hear and determine appeals,

NOW THEREFORE, the Council of the Municipal District of Mackenzie No. 23, duly assembled, enacts as follows:

Section 1 Definitions

1. The following words and phrases mean:

- (a) **Act** – the Municipal Government Act, 1994 and amendments thereto.
- (b) **Appellant** – the person who has served written notice of an appeal to the Secretary of the Board from a notice issued under the Agricultural Service Board Act, Weed Control Act, Soil Conservation Act, Agricultural Pests Act.
- (c) **Board** – the Agricultural Appeal Board established pursuant to this Bylaw.
- (d) **Council** – the duly elected Council of the Municipal District of Mackenzie No. 23.
- (e) **Members at Large** – are the members of the Board who are not Councillors for the municipality.
- (f) **Municipality** – the Municipal District of Mackenzie No. 23.
- (g) **Secretary** – the person appointed by Council to act as Secretary of the Board.
- (h) All other terms used in this Bylaw shall have the meaning assigned to them by the Act.

Section 2 **Establishment of the Board and Membership**

1. The Board is hereby established and shall consist of three Councillors.
2. The Councillor's appointment to the Board shall terminate upon that person ceasing to be a member of Council or otherwise ineligible to serve as a member of the Board, subject to the provisions of this Bylaw and the Act.
3. Members of the Board may be appointed annually, or as required, subject to this Bylaw.
4. Subject to other provisions of this Bylaw, Council may appoint one (1) member of Council as an alternate member of the Board if a member of the Board appointed by Council pursuant to this Bylaw is unable to participate as a member of the Board.

Section 3 **Appeal Fees**

1. Appellants may be charged an appeal fee to cover the cost associated with an appeal in accordance with Schedule "A".
2. The appeal fee shall be refunded to the appellant if the Board rules in favour of the appellant.

Section 4 **Remuneration**

1. The members of the Board shall be entitled to remuneration, travel and living expenses as set forth in the municipality's bylaw providing for Honourariums and Related Expense Reimbursement for Councillors and Approved Committee Members.

Section 5 **Quorum**

1. Two members of the Board shall constitute a quorum.

Section 6 **Absent Board Members**

1. A member of the Board who is for any reason unable to attend the whole or part of an appeal hearing, shall not participate in the deliberations or decision by the Board upon that appeal.
2. In the event of the absence or inability of the Chairman of the Board to act as Chairman, the Vice-Chairman of the Board shall act as Chairman.

Section 7 Chairman and Vice-Chairman

1. The Board shall elect a Chairman and Vice-Chairman from among themselves.
2. The Chairman and Vice-Chairman shall hold office for the duration of their appointment to the Board or until such time as their written resignation from those positions.

Section 8 Duties

1. The Board shall:
 - a. decide upon all appeals referred to it by the Secretary of the Board related to the issuance of a notice under the Agricultural Service Board Act, Weed Control Act, Soil Conservation Act, Agricultural Pests Act.
 - b. perform other such duties as described or implied in this bylaw or as may be assigned to it by Council.

Section 9 Signing Authority

1. An order, decision, approval, notice or other things made, given or issued by the Board shall be signed on its behalf by the Chairman, Vice-Chairman or Secretary.

Section 10 Decisions

1. The Board shall issue its decision upon an appeal in writing together with reasons for the decision pursuant to the provisions of the Act.
2. The decision of the majority of the Members of the Board present at a meeting duly convened is deemed to be the decision of the whole Board.

Section 11 Special Meeting

1. Upon receipt of a notice of appeal duly filed pursuant to the provisions of the Act and of this Bylaw, the Secretary may convene a special meeting of the Board to consider what persons are affected by the appeal and should be notified thereof. The Secretary of the Board shall call such a meeting not less than six days prior to the date of the public hearing. The Board is allowed to hold a special meeting to:
 - a. Determine who should be notified of the Board hearing; and

- b. Determine if any Members of the Board are unable to attend the hearing due to absence or pecuniary interest.

Section 12 Public Hearing

1. The hearing of the appeal pursuant to the Act shall be held in public and all persons who wish to attend shall be entitled to do so.
2. The Board shall meet for the hearing of appeals as frequently as is necessary or as specified in the relevant Act and in any event within thirty (30) days of receipt of a notice of appeal duly filed pursuant to the Act.

Section 13 Secretary of the Board

1. The Council shall appoint a Secretary to the board who may be an employee of the municipality.
2. The Secretary shall attend all meetings and hearings of the Board, but shall not vote on any matters before the Board.
3. Functions of the Secretary:

The Secretary shall:

- a. perform such functions as may be necessary to ensure that the Board is in full compliance with its duties under the Act and this Bylaw.
- b. attend all meetings of the Board and shall keep the following records with respect thereto:
 - a. minutes of all meetings and hearings,
 - b. all applications,
 - c. records of all notices of hearings and of persons to whom they were sent,
 - d. copies of all written presentations to the Board,
 - e. notes as to each representation,
 - f. names and addresses of those making presentations at the hearing,
 - g. decision of the Board,
 - h. reasons for the decision of the Board,
 - i. vote of the Members of the Board on the decision,
 - j. records of all notices of decision and of persons to whom they were sent,
 - k. all notices, decisions and orders made on appeal from the decisions of the Board, and

- i. such other matters as the Board may direct or the Secretary may determine.
- c. notify all Members of the Board of the arrangements for the holding of each hearing and other meetings of the Board,
- d. make available for public inspection before the commencement of the public hearing all relevant documents and materials respecting the appeal including:
 - i. all applications, notices, and decisions related to the appeal; and
 - ii. written notice of appeal from individuals who believe that they are affected by the decision, order, or notice.

First Reading given on this _____ day of _____, 2001.

Bill Neufeld, Reeve

Eva Schmidt, Executive Assistant

Second Reading given on this _____ day of _____, 2001.

Bill Neufeld, Reeve

Eva Schmidt, Executive Assistant

Third Reading and Assent given on this _____ day of _____, 2001.

Bill Neufeld, Reeve

Eva Schmidt, Executive Assistant

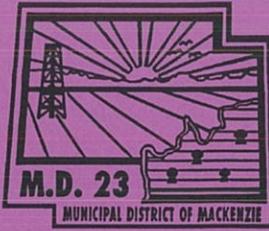
MUNICIPAL DISTRICT OF MACKENZIE NO. 23

BYLAW 286/01

SCHEDULE A

RELEVANT ACT	FEE
Agricultural Service Board Act	\$100.00
Weed Control Act	\$100.00
Soil Conservation Act	\$100.00
Agricultural Pests Act	\$100.00

M.D. of Mackenzie No. 23



Request For Decision

Meeting:	Regular Council
Meeting Date:	November 27, 2001
Originated By:	Harvey Prockiw, CAO
Title:	Bylaw 285/01 – To Establish Fees for Filing Complaints Against Assessment of Property
Agenda Item No:	11 a)

BACKGROUND / PROPOSAL:

In the past there has been a concern with the lack of complainants attending the Assessment Review Board (ARB) hearing. People send in their letter of appeal but do not send in a letter to withdraw their appeal or attend the Appeal Board hearing. This results in appeal hearings being scheduled that the Board members, assessor and clerk must attend. When the appellants do not show up for the hearing the Board proceeds without them, hearing only the assessor's comments. The Board often has no choice but to rule in favour of the assessor as they do not have the opportunity to question the appellant. Therefore the hearing seems like a waste of time for the Board members, assessor and clerk.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The Assessment Review Board has requested that Council adopt a bylaw to establish fees for assessment appeals. This bylaw should in no way deter legitimate assessment appeals but should be seen as a means to ensure appeals are taken seriously. Therefore, the bylaw should provide for fees to be refunded if a letter of withdrawal is received in time to cancel the hearing, or the complainant attends the hearing.

COSTS / SOURCE OF FUNDING:

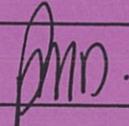
Not Applicable.

RECOMMENDED ACTION (by originator):

That all three readings be given to Bylaw 285/01 being a bylaw to establish fees for filing complaints against assessment of property.

Review:

Dept.

Harvey Prockiw
C.A.O. 

BYLAW NO. 285/01

**BEING A BY-LAW OF THE
MUNICIPAL DISTRICT OF MACKENZIE NO. 23
IN THE PROVINCE OF ALBERTA**

**TO ESTABLISH FEES FOR FILING COMPLAINTS AGAINST
ASSESSMENT OF PROPERTY**

WHEREAS, Section 481 of the Municipal Government Act, being Chapter M-26.1 of the Revised Statutes of Alberta, 1994, hereinafter referred to as the "M.G.A." provides Council with the authority to collect fees for filing complaints against assessment of property, and

WHEREAS, the Assessment Review Board has determined that a fee schedule is necessary to reduce the number of complaints where the complainant does not attend the Assessment Review Board Hearing, and

NOW THEREFORE, the Council of the Municipal District of Mackenzie No. 23, duly assembled, enacts as follows:

Part 1 **Definitions**

1. The following words and phrases mean:
 - (a) **Clerk** – the Clerk to be appointed pursuant to Section 455 of the Municipal Government Act.
 - (b) **Complainant** – the person who files a complaint regarding an assessment of property within the M.D. of Mackenzie No. 23.
 - (c) **Complaint** – a complaint regarding an assessment of property within the Municipal District of Mackenzie No. 23.
 - (d) **Council** – the duly elected Council of the Municipal District of Mackenzie No. 23.

Part II **Filing Fees**

1. All complaints must be filed with the Clerk on or before the deadline as shown on the assessment or tax notice and must be accompanied by the fee calculated in accordance with Schedule "A".

2. Any complaints received or postmarked after the deadline shown on the assessment or tax notice shall not be accepted by the Clerk.
3. Any complaints not accompanied by the appropriate fee, shall not be accepted by the Clerk.

Part III **Refund of Fees**

1. If the Assessment Review Board decides in favour of the complainant, the fees paid by the complainant under Section 1 shall be refunded.
2. If the complainant withdraws the complaint in writing and is received by the Clerk on or before the seventh (7th) day prior to the scheduled Assessment Review Board hearing, the fees paid by the complainant under Section 1 shall be refunded.
3. If the complainant attends the Assessment Review Board hearing at the time scheduled for the Board to hear the complaint, the fees paid by the complainant under Section 1 shall be refunded regardless of the decision made by the Board.

First Reading given on this _____ day of _____, 2001.

Bill Neufeld, Reeve

Eva Schmidt, Executive Assistant

Second Reading given on this _____ day of _____, 2001.

Bill Neufeld, Reeve

Eva Schmidt, Executive Assistant

Third Reading and Assent given on this _____ day of _____, 2001.

Bill Neufeld, Reeve

Eva Schmidt, Executive Assistant

MUNICIPAL DISTRICT OF MACKENZIE NO. 23

BYLAW 285/01

SCHEDULE A

DESCRIPTION	ASSESSMENT VALUATION	FEE
Residential	0 - 200,000	\$ 25.00
	200,001 - 400,000	\$ 50.00
	400,001 - 600,000	\$ 75.00
	600,000 +	\$100.00
		per parcel
Farmland	0 - 200,000	\$ 25.00
	200,001 - 400,000	\$ 50.00
	400,001 - 600,000	\$ 75.00
	600,000 +	\$100.00
		per parcel
Non-residential Machinery & Equipment	0 - 100,000	\$ 50.00
	100,001 - 200,000	\$100.00
	200,001 - 300,000	\$150.00
	300,001 - 400,000	\$200.00
	400,000 +	\$250.00
Business Assessment	0 - 100,000	\$ 50.00
	100,001 - 200,000	\$100.00
	200,001 - 300,000	\$150.00
	300,001 - 400,000	\$200.00
	400,000 +	\$250.00

M.D. of Mackenzie No. 23



Request For Decision

Meeting:	Regular Council
Meeting Date:	November 27, 2001
Originated By:	Harvey Prockiw, CAO
Title:	Campground Task Force – Terms of Reference
Agenda Item No:	11 b)

BACKGROUND / PROPOSAL:

At the October 24, 2001 Council Organizational meeting a motion was passed that a Campground Task Force be created; that the Task Force be comprised of three members of Council and two members at large; further that Councillor Wieler, Councillor Bateman and Councillor Newman be appointed to the Task Force.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

An advertisement has been placed in the November 14th and 21st editions of the Echo and the Northern Pioneer for members at large. Applications for members-at-large will be brought to the meeting for Council's consideration and appointment.

Attached is the Campground Task Force Terms of Reference for Council's consideration and adoption.

COSTS / SOURCE OF FUNDING:

Not Applicable.

RECOMMENDED ACTION (by originator):

Motion 1:

That _____ and _____ be appointed as members-at-large to the Campground Task Force.

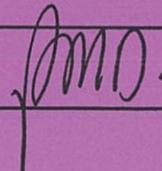
Motion 2:

That the Campground Task Force Terms of Reference be adopted as presented.

Review:

Dept.

Harvey
C.A.O.



Wally Schroeder
Box 1166
La Crete, Alberta
TOH 2H0

November 21, 2001

Eva Schmidt, Executive Assistant
Municipal District of Mackenzie No. 23
P.O. Box 640
Fort Vermilion, Alberta
TOH 1N0

Dear Eva:

I am responding to your newspaper advertisement requesting applications from members of the public to serve on the "Campground Task Force".

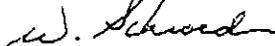
I have lived in the Fort Vermilion/La Crete area for the past 15 years and have recently retired from the principalship of Hill Crest Community School in Blumenort. When our children were younger, we spent our holidays camping in British Columbia and Alberta. During this time we stayed at some beautiful, well run campgrounds and at others which could have been improved a lot.

Our region of the province is one of the most beautiful wilderness areas in Canada. The best way to appreciate it's beauty is through the camping experience. As a result, we should diligently promote this type of tourism and if promoted should provide the necessary well run campgrounds required for tourists who come to our area.

I commend the MD for forming the campgrounds task force and am willing to serve as a member from the public at large.

Please inform me, at your convenience, of your decision regarding the status of my application to serve on this task force.

Sincerely yours;



Wally Schroeder

M.D. of Mackenzie
Campground Task Force

Terms of Reference

1. Task Force Designation:

M.D. of Mackenzie Task Force to provide recommendations to Council determining the levels of service at existing and future municipally operated campgrounds.

2. Task Force Members

The M.D. of Mackenzie Campground Task Force shall be comprised of:

- Three M.D. of Mackenzie Councillors (Newman, Wieler and Bateman)
- Two members from the public at large
- Chief Administrative Officer, M.D. of Mackenzie

3. Task Force Objective, Scope of Activities, and Duties:

The M.D. of Mackenzie Campground Task Force shall:

- Determine the existing service levels at all campgrounds within the M.D. of Mackenzie.
- Determine operational costs for all M.D. campgrounds.
- Give consideration to how campground services promote tourism in the region.
- Provide recommendations to Council regarding appropriate service levels at M.D. campgrounds.

4. Time Period Necessary for the Task Force to Carry Out its Purpose:

The Campground Task Force will meet once a month during the period of December 1, 2001 to March 31, 2002 to determine existing service levels and make recommendations to Council regarding future service levels.

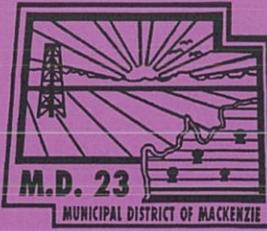
5. Reporting Structure:

The Task Force shall report directly to the M.D. Council through its Council members.

6. Task Force Administrative and Financial Support:

- The M.D. of Mackenzie shall provide resource and financial support.
- The M.D. of Mackenzie shall provide meeting space.

M.D. of Mackenzie No. 23



Request For Decision

Meeting:	Regular Council
Meeting Date:	November 27, 2001
Originated By:	Harvey Prockiw, CAO
Title:	Council and Councillors Workshop Roles and Responsibilities
Agenda Item No:	11 c)

BACKGROUND / PROPOSAL:

Alberta Municipal Affairs will be conducting workshops throughout the province regarding Council and Councillors roles and responsibilities.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The workshop is open to all Councillors and administrators and will examine

- The nature of local government systems and municipal operations
- The purpose of a municipality, its source of power, and its source(s) of revenue
- Legislated requirements and an explanation of the services provided by local governments
- The roles and responsibilities of the council, the councillors and the administration
- Public participation in local government
- Approaches to team building and the development of effective communication.

A workshop will be held in High Level on Wednesday, March 13, 2002 from 1:00 p.m. to 5:00 p.m.

COSTS / SOURCE OF FUNDING:

Honourariums and expenses.

RECOMMENDED ACTION (by originator):

That all Councillors be authorized to attend the Council and Councillors Workshop on Roles and Responsibilities on Wednesday, March 13, 2002 in High Level.

Review:

Dept.

ACT/ML
C.A.O.



COUNCIL & COUNCILLOR'S WORKSHOP

WHEN AND WHERE

We'll be coming to your area sometime between February and the end of April 2002. Here are some tentative dates and locations:

February 6	Ft. Saskatchewan
February 7	Ponoka
February 13	Whitecourt
February 15	Vermillion
February 19	Hanna
February 20	Medicine Hat
February 21	Lethbridge
March 6	Grande Prairie
March 7	Fairview
March 13	High Level
April 3	Ft. McMurray
April 10	Hinton
April 17	Lac La Biche
April 18	Slave Lake
April 25	Cochrane

The workshops will run from 1:00 p.m. to 5:00 p.m. (including coffee break) on the days specified.

HOW TO REGISTER

We're taking registrations on a first come, first serve basis and the deadline is January 11, 2002. Tear off the attached application form, copy it for other members of your council or administration if you need to, and make sure each participant fills out a form and sends it in. For further information you can call Tom Robert at Alberta Municipal Affairs: 780-427-2225 or toll free on the Alberta Rite Line, 310-0000.

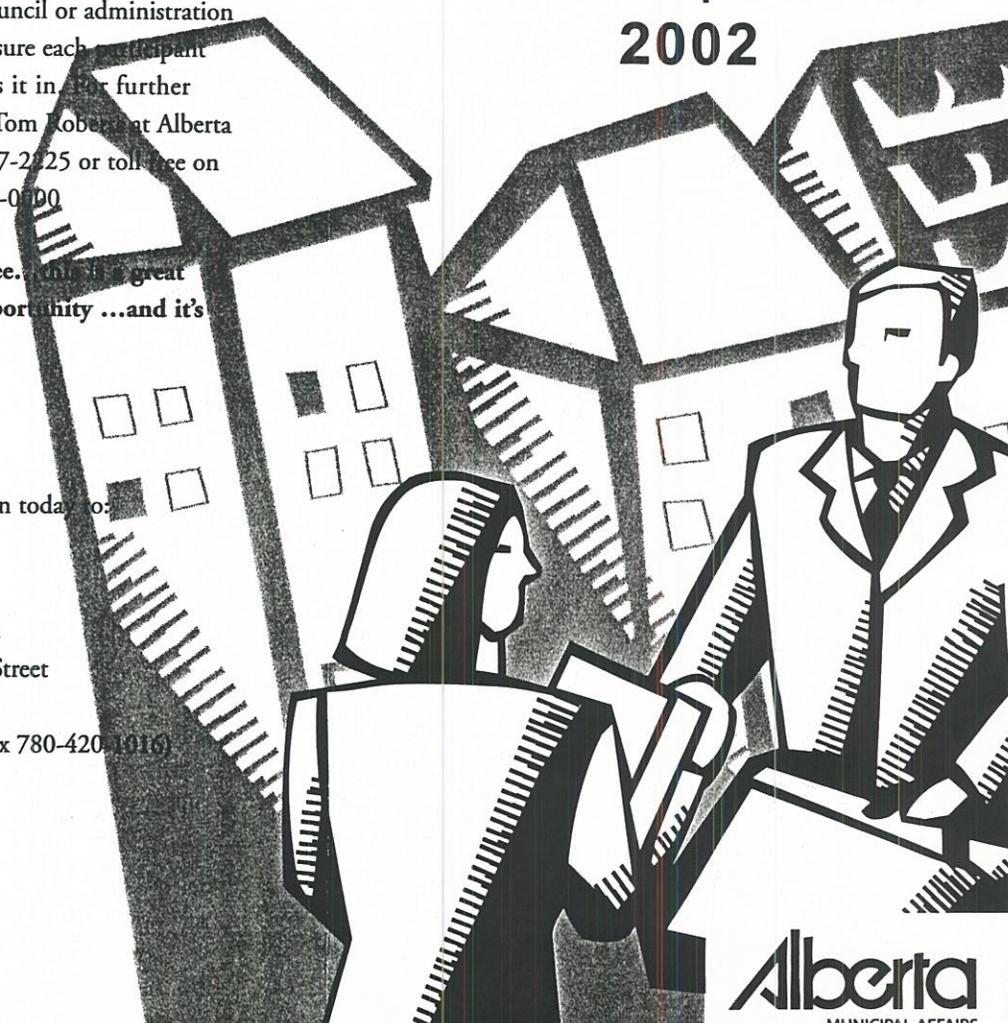
Remember...there's no fee. It's a great learning and sharing opportunity ...and it's first come, first serve.

So send in your registration today to:

Mary Jo Lauder
Alberta Municipal Affairs
Municipal Services Branch
17th Floor, 10155 - 102 Street
Edmonton, AB T5J 4L4
(Phone 780-422-8319; Fax 780-420-1916)

Registration Deadline:
January 11, 2002

Roles & Responsibilities 2002



COUNCIL & COUNCILLOR'S WORKSHOP - Roles & Responsibilities 2002

Alberta Municipal Affairs, Municipal Services Branch, Attention: Mary Jo Lauder
17th Floor, 10155 - 102 Street, Edmonton, AB T5J 4L4
Phone 780-422-8319 Fax 780-420-1016

Mayor

Reeve

Councillor

CAO

Name: _____

Municipality: _____

City: _____

Phone: _____

Seminar Location: _____

Postal Code: _____

Fax: _____

Seminar Date: _____

Registration Deadline: January 11, 2002

A WORKSHOP FOR YOU!

If you've just been re-elected, you already know that Alberta's municipalities have to face many complex issues. If you're newly elected, you're about to find out!

To serve your municipality effectively, you need to be fully informed about these issues and your responsibilities in dealing with them. You also need to understand the various roles at play in local government – council, councillors and administration.

Alberta Municipal Affairs is offering a workshop designed to do just that – inform you and increase your understanding. We want to support your quest for excellence in local government by providing insight into the roles, responsibilities and relationships in governance at the municipal level.

The **Council and Councillors Workshop** is not just an information resource, it's also a forum that will stimulate discussion, analysis and knowledge-sharing with fellow councillors and administrators from your area of the province.

WORKSHOP OBJECTIVES

We're going to examine:

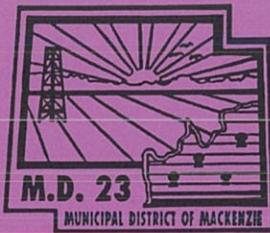
- the nature of local government systems and municipal operations
- the purpose of a municipality, its source of power, and its source(s) of revenues
- legislated requirements and an explanation of the services provided by local governments
- the roles and responsibilities of the council, the councillors and the administration
- public participation in local government
- approaches to team building and the development of effective communication

And we'll make sure you get lots of opportunity for questions and discussion about the material we cover.

WHO'S COMING?

This workshop is open to all councillors and administrators, regardless of whether you're an incumbent or newly elected, whether you're experienced or new in the job. We encourage anyone in either municipal role to participate and there is no fee for attendance. The sessions will have a minimum of 10 people and a maximum of 50.

M.D. of Mackenzie No. 23



Request For Decision

Meeting:	Regular Council
Meeting Date:	November 27, 2001
Originated By:	Harvey Prockiw, CAO
Title:	Growing Rural Tourism
Agenda Item No:	11 d)

BACKGROUND / PROPOSAL:

The Camrose Regional Exhibition, Alberta Economic Development, Alberta Agriculture Food and Rural Development and Travel Alberta are presenting the "Growing Rural Tourism Conference". The conference will be hosted by the Camrose Regional Exhibition on February 11 - 13, 2002.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The conference will build knowledgeable rural tourism leaders, recognize the vital role of rural communities, rural tourism planning, target networking opportunities and to strengthen economic diversity in rural Alberta.

Since Councillor Kulscar is Council's tourism representative, Council may wish to authorize her to attend the conference.

COSTS / SOURCE OF FUNDING:

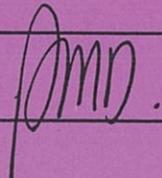
Honourariums and expenses plus \$245 per person for registrations submitted prior to January 14, 2002.

RECOMMENDED ACTION (by originator):

That Councillor Kulscar be authorized to attend the "Growing Rural Tourism Conference" on February 11 - 13, 2002 in Camrose.

Review:

Dept.

ACQUIN
C.A.O. 

GROWING Rural Tourism ...Moving Forward

February 11 - 13
Camrose, AB



The second annual Growing Rural Tourism Conference, hosted by the Camrose Regional Exhibition, will be held February 11 – 13, 2002. The conference is an initiative of the Camrose Regional Exhibition, Alberta Economic Development, Alberta Agriculture Food and Rural Development, and Travel Alberta.

Renowned Rural Tourism experts, and delegates from a broad cross-section of Alberta's tourism community, will share successes, challenges, and ideas for future growth in the industry. The 2002 conference theme "*Moving Forward*" promises to build on the momentum and success of last year's event by offering even more practical, hands-on tools for putting ideas into action.

Ed Mahoney, a senior Michigan State University professor and one of the world's leading rural tourism development experts, will open the conference with "*Creating, Profiling, and Analyzing Markets*".

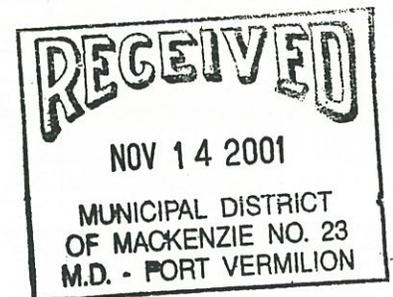
Ted Manning, Associate Director, Centre for A Sustainable Future, will share his expertise in "*Plan & Market the Tourism You Want*".

Delegates will participate in Rural Tourism Profiles, numerous workshops with Ed and Ted, Case Studies, poster presentations, displays, as well as have an opportunity for one on one discussions with the experts.

Networking opportunities will begin with a tailgate party on the evening of February 11, and a Gala Alberta Banquet on the evening of February 12.

The Conference Objectives are:

- Build knowledgeable rural tourism leaders who act as catalysts
- To recognize the vital role rural communities play in the tourism industry
- To focus enthusiasm and interest in rural tourism opportunities
- To engage conference delegates in the rural tourism planning process
- To provide both general and targeted networking opportunities
- To present lessons learned from the case study challenge
- To share success stories and understanding applicable to specific regions
- To strengthen the economic diversity of rural Alberta



Who Will Be There?

- Leaders in tourism development
- Rural Municipalities
- Chambers of Commerce
- Agricultural Societies
- Accommodation Groups
- Agri-Tourism Operators
- Tourism Attraction Operators
- Heritage, Recreational and Cultural

**FOR MORE INFORMATION AND TO REGISTER:
Log on to www.tourismtogether.com**

OR

Contact Vicki Harris at:
159, 11215 Jasper Avenue, Edmonton, AB T5K 0L5
Phone: 780-488-9497 or Toll Free: 1-866-488-9497

**A Vital Conference
for everyone interested in
rural-based tourism development**

GROWING *Rural Tourism* *...Moving Forward*



February 11 - 13, 2002
Camrose, Alberta

Co-sponsored by:

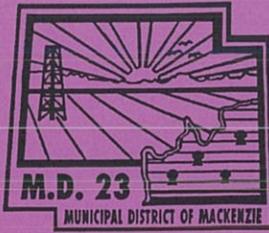
Alberta
AGRICULTURE, FOOD AND
RURAL DEVELOPMENT

Alberta
ECONOMIC DEVELOPMENT



TRAVEL
Alberta
CANADA

M.D. of Mackenzie No. 23



Request For Decision

Meeting: **Regular Council**
Meeting Date: November 27, 2001
Originated By: Ivan Perich

Title: **Bridge File 74193 (Rocky Lane)**

Agenda Item No: 12a)

BACKGROUND / PROPOSAL:

Attached are the EXH bridge assessment recommendations and Alberta Transportation's letter advising that the M. D. may proceed with the design of BF 74193. The Bridge is in poor shape and as a result has been reduced to a maximum load of three tonnes. This restriction has affected the bussing routes and other local traffic.

Alberta Transportation has notified the M. D. they will not be funding the design of this project at this time due to budget cutbacks but will fund the design portion at the time of construction.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

- Options:
- 1) Stop the design process and wait for Alberta Transportation to contribute design and construction funding.
 - 2) Proceed with the "design only" at the M. D.'s expense, to be reimbursed on approval of this project by Alberta Transportation.
 - 3) The M. D. pays for the design.

COSTS / SOURCE OF FUNDING:

- 1) Municipal District of Mackenzie (reserves) and eventually
- 2) Alberta Transportation

RECOMMENDED ACTION (by originator):

In order to have the project proceed as soon as possible use the M.D. reserves to pay for the design (to be reimbursed on project approval) to prevent a delay of construction.

Review:

Dept. *ROADS*

ACTING
C.A.O.

PMO

PEACE REGION

Room 301, Provincial Building
Bag 900-29
Peace River, AB T8S 1T4

Telephone 780/624-6280
Fax 780/624-2440

Our File: 2180-23

March 27, 2001

Mr. Harvey Prockiw
Chief Administrative Officer
M.D. of Mackenzie No. 23
P.O. Box 640
Fort Vermilion, Alberta
T0H 1N0



Dear Mr. Prockiw:

RE: 2001/2002 Local Road Bridge Funding

Please proceed with the engineering and construction of bridge file:

- BF74193

Funding is provided according to the GAP-01 guidelines for municipal bridge structures.

After the contract is awarded, please forward a cost summary of engineering costs and construction costs based on the approved cost share arrangement. Upon completion of the project, the Department would like to be invoiced for eligible engineering and construction costs.

Please call me at 624-6280 if you have any questions.

Sincerely,

Todd Parsons
Bridge Engineer



EXH Engineering Services Ltd.

RED DEER OFFICE
7897 - 48 Avenue
Red Deer Alberta T4P 2H4
Telephone: (403) 342-7650
Fax: (403) 342-7697
E-mail: redder@exheng.com

August 23, 2001

MD of Mackenzie
P.O. Box 640
Fort Vermilion, Alberta
T0H 1N0

Attention: **Ivan Perich, P. Eng**
Director of Operational Services

Re: Bridge File 74193, SSE 13-109-15-5, 3 Tonne Load Limit

This is further to your telephone conversation with our Mr. Dan Kwan on August 22nd

Based on a site inspection of the bridge in June, we recommended the bridge be posted with a 3 Tonne load limit. This was due primarily to several cracked and split piles in the east abutment. The abutment backwalls were pushing in and the timber caps were rolling. It was our opinion at that time that the bridge should be posted with the 3 Tonne limit. It is apparent the MD has posted the bridge as advised.

A senior EXH bridge inspector intends to inspect the bridge again early next week, and our inspector will report back to this office on his observations and recommendations as soon as possible after inspecting the bridge. Due to the condition of the piles and substructure components seen in June, it seems unlikely that our opinion of the bridge's condition and recommended posting will be different after the next inspection.

In June we recommended that heavy vehicles use an apparently available detour route 3.2 kilometers north of the bridge. If it is impractical for school busses and/or other heavy vehicles to utilize the detour route around the bridge site until the bridge is replaced, which likely won't be before the summer of 2002, we could recommend some type of temporary repair for the bridge, which could allow a somewhat increased loading until the bridge is replaced.

We note that this bridge site seems to have been the subject of some confusion for some time. We have learned that the bridge was inspected by AGRA Torchinsky Ltd. in March 2000, and in July 2000 they recommended the bridge be replaced with a large diameter SPCSP culvert in 2001. Alberta Transportation authorized the replacement of the bridge in a letter dated March 27, 2001. In June 2001 EXH was authorized to conduct an Assessment of this bridge site and 8 others. On June 26th this office recommend the bridge be posted with a 3 Tonne load limit. On August 14th EXH in Grimshaw received a request from the MD (Allen Cronkhite) to essentially prepare a construction package for the replacement of the bridge. We reviewed the previous consultant's work and our

File: [redacted]
also to Proj Files

Circulation	Initials
Marco B.	
Brenda W.	✓
Alan C.	
Floyd L.	
Ron L.	
Danny D.	
22 nd	
Cora K.	✓

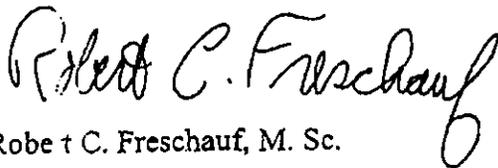
current work, and we responded to Mr. Cronkhite's request on August 16th with tentative concurrence that a new large culvert may be appropriate at this site (subject to a proper survey), but we think the cost to replace the bridge with a large diameter culvert will be in the order of \$230,000, as current construction costs are quite high.

We requested direction from Mr. Cronkhite at that time as to whether we should continue with the finalization of our Assessment, or prepare a cost estimate to design replacement structure. We anticipate that there may be fisheries concerns at this site. Due to the lateness of the season, it seems impractical to consider a culvert replacement before the summer of 2002.

We will contact you early next week to discuss our inspector's observations and to recommend a possible course of action, if feasible, for the bridge. If you have any questions, please do not hesitate to contact me at (780) 440-4929.

Yours truly,

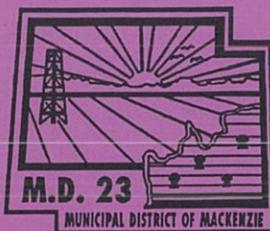
EXH Engineering Services Ltd.



Robert C. Freschauf, M. Sc.

cc: James Morgan, Garth Thomson, (EXH)

M.D. of Mackenzie No. 23



Request For Decision

Meeting:	REGULAR COUNCIL MEETING
Meeting Date:	November 27, 2001
Originated By:	Marco Braat, Superintendent of Utilities
Title:	Haul of Waste Contract
Agenda Item No:	12 b)

BACKGROUND / PROPOSAL:

L+P Disposals is the Municipality's current Haul of Waste Contractor and has hauled the waste for our Municipality ever since we started the Waste Transfer Stations Operations.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The current Waste Disposal Contract expires on December 31, 2001, and L+P Disposals has presented, to the Municipality, a letter requesting Council to approve a three year extension at no increase to the current rates.

DOCUMENTATION ATTACHED

Although the municipality has been satisfied with L+P Disposals level of service, a number of other contractors have contacted the Superintendent of Utilities and expressed an interest in bidding on the next haul of waste term. Administration has taken the steps to proceed with the tender process and the tender results are attached. There are two options that Council could choose from.

Option 1

To extend L+P Disposals contract with no further increase to current rates.

As per Section 1 (15) in the General Conditions of the Contract which reads; **The Municipal District may, prior to the expiry of the contract time, extend the contract time for a further period subject to the same terms, covenants and conditions as contained within this Contract, save and except for the content of**

Review: *MB*

Dept. *WM*

Acting
C.A.O. *JMD*

the Unit Price which shall be negotiated between the parties or, failing that, determined by arbitration in accordance with the Arbitration Act.

Option 2

To select contractor from tender results that is most beneficial to the Municipality.

COSTS / SOURCE OF FUNDING:

Documentation Attached

RECOMMENDED ACTION (by originator):

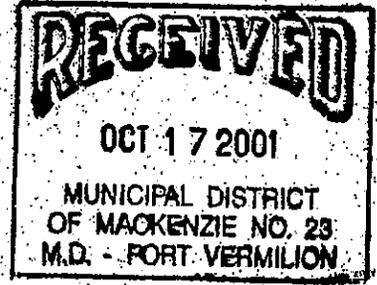
To enter into an agreement with L+P Disposals for the term January 1, 2002 to December 31, 2004, in the amount of \$295,452.00 as per tender quote submitted.

Review: <i>MB</i>	Dept. <i>WM</i>	<i>Asst. C.A.O.</i> <i>AMO</i>
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L & P DISPOSALS LTD.

P.O. Box 1752, High Level, Alberta T0H 1Z0

Phone: (403) 926-2988 FAX: (403) 926-2988



October 5, 2001

HAND DELIVERED

Municipal District of Mackenzie No. 23
P.O. Box 640
Fort Vermilion, Alberta
T0H 1N0

ATTENTION: Marco Bratt, Public Works Manager

RE: Request for Extension to Waste Disposal Contract

Our current contract for collection and disposal of waste for the Municipal District is about to expire. I hereby request Council approve a three-year extension, at no increase to our rate.

L & P Disposals have successfully bid on this contract for the last three terms. We have provided a superior level of service over the years and I can assure you this commitment will continue.

Please contact me if you require more information. I look forward to a favourable reply.

Sincerely,

A handwritten signature in cursive script that reads "Larry Bateman".

Larry Bateman
Contractor

LB:pw

WTS HAUL CONTRACT

November 19, 2001 2:00 pm

	Number	Name	Bid Security	WCB	Total	
H.L.	01	Jake's disposal	6,000.00		128,628.00	South 6 yrd bins
88C.	02	Jake's disposal	"		105,552.00	6 yrd. bins.
H.L.	03	Jenkins	"		353,516.40	all
88C.	04	Jenkins	"		346,950.00	all
H.L.	05	L+P Disp.	"		295,452.00	all
88C.	06	L+P Disp	"		295,452.00	all

Marco Braat
Print Name

[Signature]
Signature

Brad Tourangeau
Print Name

[Signature]
Signature

NOTICE TO BIDDERS

Be advised that the tenders are to be submitted in a sealed envelope addressed as follows:

**Municipal District of Mackenzie No. 23
ATTENTION: Superintendent of Utilities
P.O. Box 640
Fort Vermilion, Alberta
T0H 1N0**

Tenders submitted will **only** be accepted up to 2:00 pm. on November 5, 2001. Tender opening to follow.

Tenders are to provide bid security, refer to General Conditions 24.

Tenders must be submitted on the Tender Forms provided. Two forms are provided at this bidding process. One to haul the waste to the existing regional landfill (**form 3 of 4**) and the other to haul to a proposed future regional landfill located approximately 6 miles from the pavement on the 88/697 connector road (**form 4 of 4**). **Both Forms Must Be Completed.** You have the option to bid to serve the whole municipality, or to split into two regions: north or south of the Peace River. Bid packages may also be split to pick up domestic or construction bins only. Tenders that are unsigned, incomplete, conditional, illegible, unbalanced, obscure, that contain additions not called for, reservations, erasures, alterations, or other irregularities may be rejected as being informal.

The lowest or any tender will not necessarily be accepted. The Municipal District of Mackenzie reserves the right to accept the Tender which deems most advantageous and the right to reject any or all tenders in each case without giving any notice. In no event will the Municipal District of Mackenzie No. 23 be responsible for the costs of preparation or submission of a tender.

For further information regarding the tender package, please contact Marco Braat at 927-3719 or at 926-6485.

Cost analysis based on 6 cubic yard bins only

South of the Peace River only

	To High Level	To 88/697 Connector
L+P Disposals	\$119,088	\$119,088

Jake's Disposal	\$128,628	\$105,552
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Jenkins	\$144,353	\$135,108
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