

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

Tuesday, September 4, 2001
10:00 a.m.

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

AGENDA

CALL TO ORDER: 1. a) Call to Order
10:00 a.m.

ADOPTION OF AGENDA: 2. a) Adoption of Agenda

Page 1 CB
adopt

DELEGATIONS: 3. a) Diashowa-Marubeni International Ltd.

M.D. ^{announce} address
Route request. Haul ←

11:53 a.m. Page 5

b) Town of High Level – Revenue Sharing
IN CAMERA

Page 7

TRANSPORTATION

SERVICES: 4. a) Grader Maintenance Contracts
(Councillor Newman)

Page 13

b) Page

c) Page

UTILITY

SERVICES: 5. a)
(Councillor Rosenberger)

Page

b) Page

RECREATION AND

TOURISM: 6. a)
(Councillor Sarapuk)

Page

b) Page

**COMMUNITY
SUPPORT**

- SERVICES:** 7. a) *Page*
(Councillor Sarapuk) b) *Page*

**PLANNING/
DEVELOPMENT/**

- EMERGENCY:** 8. a) *Page*
(Councillor Wieler) b) *Page*

AGRICULTURE

- SERVICES:** 9. a) *Page*
(Councillor Thiessen) b) *Page*

**ADMINISTRATIVE,
COUNCIL,**

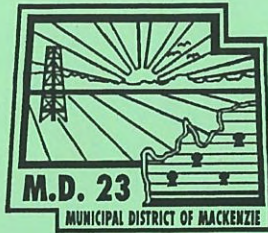
- PERSONNEL:** 10. a) Review Cuff Recommendations *Page 21*
(Councillor Kulscar) b) *Page*
c) *Page*

next CofW.

PROTECTIVE

- SERVICES:** 11. a) *Page*
(Councillor Bateman) b) *Page*

- ADJOURNMENT:** 12. a) Adjourn Committee of the Whole Meeting



M.D. of Mackenzie No. 23

Request For Decision

Meeting:	Committee of the Whole
Meeting Date:	September 4, 2001
Originated By:	Harvey Prockiw, CAO
Title:	Diashowa-Marubeni International Ltd. Delegation
Agenda Item No:	3 a)

BACKGROUND / PROPOSAL:

Diashowa-Marubeni International Ltd. in Peace River has requested a meeting with Council to discuss their General Development Plan.


DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

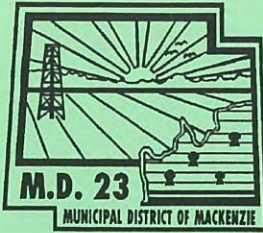
Chris Smith and Jim Witiw will make a presentation to Council.

COSTS / SOURCE OF FUNDING:

N/A

RECOMMENDED ACTION (by originator):

Review:	Dept.	C.A.O. 
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M.D. of Mackenzie No. 23

Request For Decision

Meeting:	Committee of the Whole
Meeting Date:	September 4, 2001
Originated By:	Ivan Perich, Director of Operational Services
Title:	Grader Maintenance Contracts
Agenda Item No:	4 a)


BACKGROUND / PROPOSAL:

Earlier this year Council directed Administration to prepare contracts for grader operations on three grader maintenance beats. They also requested that the contracts be advertised such that the quotations provided an hourly rate for the work and also a rate per mile per year. The portion relating to the rate per hour is already in place. The portion regarding a rate per mile per year is proving to be much more difficult to finalize.

The only known jurisdiction with a rate per mile per year is the Province of British Columbia. Their contract documentation stipulates the crown rate and what conditions must be corrected. Their contract has no provision if the contractor fails to provide the services as outlined under the terms of the contract. Entering into a contract with such terms will make it very difficult to terminate a contract for non-performance. Even now there is a difference of opinion amongst various stakeholders regarding the condition of the road surface. What is good in one person's opinion is not acceptable in another's opinion. Terminating a contract under such conditions may leave the MD in a poor position if the contractor were to claim, or sue, for losses.

Because Council wished us to include the option of a rate per mile per year I forwarded a copy of the documentation to Bud Norris, P. Eng., EXH Engineering Services Ltd. His instructions were to review the British Columbia, and any other similar contracts he could obtain, with the intention of preparing our contract to include a provision for bidding the grader work at a rate per mile per year. Mr. Norris deals with a large number of municipal clients in Alberta. He was unable to find another jurisdiction which has a similar contract. He has concerns about the MD entering into a contract similar to the one British Columbia has. His concern also relates to the liability and complying with contract specifications.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Review: 

Dept. 

C.A.O. 


Preparing, and issuing, a contract which has very loose provisions would very likely result in a situation where an unsatisfactory level of service is provided for the amount paid.

COSTS / SOURCE OF FUNDING:

Costs for grader maintenance of roads is already included in the Roads Operation Budget.

RECOMMENDED ACTION (by originator):

That Administration to be directed to prepare the three grader contracts with an hourly rate only.

Review: 	Dept. <i>O.S.</i>	C.A.O.
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B.C. MINISTRY OF TRANSPORTATION AND HIGHWAYS

Maintenance Standard

GRAVEL SURFACE GRADING

A. MAINTENANCE SERVICE

The Contractor will perform Grading and Re-Shaping of dirt and gravel Highway surfaces as required on Highways to maintain the dirt and gravel Highway surface in a smooth and safe condition within one or more of the following groups of maintenance activities and in accordance with this Maintenance Standard.

1. Routine Maintenance Services

The Contractor will perform Grading of dirt and gravel Highway surfaces that have been damaged or have deteriorated to a state that the deficiencies constitute or have the potential to create an unsafe condition to the traveling public or other Highway users, such as:

- a) Pot-Holes,
- b) Rutting, and
- c) Washboarding.

2. Preventative Maintenance Services

The Contractor will perform Re-Shaping of Highways to remove deficiencies, recover surfacing materials and restore the cross fall in accordance with the quantified amounts in this Maintenance Standard.

3. Annual Maintenance Services

There are no Annual Maintenance Services requirements for gravel surface Grading within this Maintenance Standard.

SPECIFICATIONS

1. Materials

2. Performance Standards

a) The Contractor will perform Grading and Re-Shaping of dirt and gravel surfaces as required to make those surfaces:

- (i) smooth,
- (ii) free-draining,
- (iii) well-compacted,
- (iv) stable and safe and
- (v) Superelevated or to have a Crown with a vertical rise of 4 centimetres in each 1 metre of Traveled Lane and Shoulder top width.

b) Routine Maintenance Services

The Contractor will Grade dirt and gravel Highway surfaces to restore the Traveled Lanes and Shoulders to a smooth, stable and safe condition and to repair deficiencies in accordance with the response times set out in section C.1 of this Maintenance Standard.

Note: Care will be taken by the Contractor to maintain the Crown and/ or Superelevation of the Traveled Lanes and Shoulders.

c) Preventative Maintenance Services

- (i) The Contractor will perform Preventative Maintenance Services consisting of grader Re-Shaping of dirt and gravel Highways where the Crown and Superelevation of the Highway's Traveled Lanes and Shoulders needs to be re-established.
- (ii) Re-Shaping requires a deeper cut than normal grading in order to obtain the required surface crossfalls (Crown and Superelevation).

- (iii) Whenever the surface conditions allow it, the first pass will be made along the ditch line, redefining the ditch and pulling up any lost gravel from the Shoulder slopes.
- (iv) As Re-Shaping requires cutting down into the Road Base, the Contractor will ensure that sufficient moisture exists to ensure the Fines and binder material are not lost or blown away when brought to the surface.
- (v) The Re-Shaped surface will be compacted in accordance with the Standard Specifications for Highway Construction.

3. Methods

4. Miscellaneous

- a) Grading of a Highway within 3 metres of a level Railway Crossing will proceed away from the Railway Crossing. After passing over a Railway Crossing the operator will stop the grader and walk back over the Railway Crossing and remove any loose rocks or other material that may have been deposited on or between the rails.
- b) Dust control palliatives, especially chlorides, when applied for several consecutive years, may reduce the number of gradings required (see the Maintenance Standards for Dust Control and Base Stabilization).
- c) Any rocks exceeding 80 millimetres in diameter will be moved off the surface if loosened or deposited by the grader.
- d) Windrows will be placed so as to minimize interference with traffic where there are two graders working in tandem.
- e) A Windrow will not be left outside the Traveled Lanes overnight except for short periods of time at the Shoulder edge and as accepted by the Province.
- f) Under no circumstances will a Windrow be left on the Traveled Lanes of a Highway overnight.
- g) Where Preventative Maintenance Services grader ditching can be undertaken in conjunction with Preventative Maintenance Services

Re-Shaping, both Maintenance Standards Specifications must be fully met, including all ditch Backsloping where required and for pick-up or removal of Debris and other deleterious materials from the Highway surfaces.

C. SCHEDULING

1. Routine Maintenance Services

The following table establishes the maximum response time commencing from the time first detected by or reported to the Contractor within which the Contractor will complete the described maintenance by repairing the gravel surface deficiencies indicated:

Gravel Surface Deficiencies	Summer Highway Classification			
	3 & 4	5	6	7
a) Pot-Hole (average more than 1 per 25 metres of road), Rutting, Ponding and Wash-Boarding (exceeding 30 mm depth)	2 d	3 d	6 d	15 d
b) loss of aggregates (needs reclaimed material)	4 d	5 d	15 d	30
c) Ravelling and loose material (needs Fines)	5 d	15 d	30 d	60 d

Legend
d - days

2. Preventative Maintenance Services

Suggested Planning Guidelines for Re-Shaping of dirt and gravel Highways is to Re-Shape at a minimum of once per year, usually in the spring of the year when the moisture conditions are at an optimum.

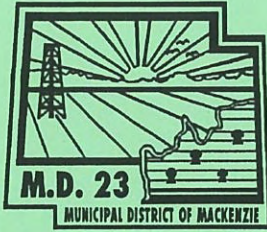
- a) XXX road kilometres of Preventative Maintenance Services consisting of Re-Shaping will be performed by the Contractor in accordance with the performance standards set out in section B.2. of this Maintenance Standard and in accordance with the

Suggested Planning Guidelines during each Contract Year in accordance with the Preventative Maintenance Plan.

3. Annual Maintenance Services

Not applicable.

M.D. of Mackenzie No. 23



Request For Decision

Meeting:	Committee of the Whole
Meeting Date:	September 4, 2001
Originated By:	Harvey Prockiw, CAO
Title:	Review Cuff Recommendations
Agenda Item No:	10 a)

BACKGROUND / PROPOSAL:

This item was deferred from the June 6, 2001 Committee of the Whole meeting.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Review the recommendations made by George Cuff in the Organizational Review.

COSTS / SOURCE OF FUNDING:

Not applicable.

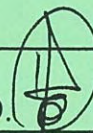
RECOMMENDED ACTION (by originator):

For discussion.

Review:

Dept.

C.A.O.



12.0 THE RECOMMENDATIONS AND PRIORITIES FOR THIS COUNCIL

We view the following actions as central to the possibility of success for this body to act as an effective Council and governing body. While these may appear to be onerous, they are the same as those expected of any Council regardless of whether or not they have been subject to a formal review (or inspection) by Municipal Affairs.

Address all issues contained in the 1997 Inspection Report (see Schedule 1 Action Plan for Implementation of the 1997 Inspection Report) and put in place the following:

1. An effective Council agenda package
2. A policy approach regarding the handling of delegations
3. CAO "requests for decisions" on all business items
4. An effective procedural bylaw which addresses the noted shortcomings as spelled out in the 1997 report
5. A policy regarding the distribution of unapproved Council minutes
6. A policy statement and protocol regarding the advisory role of the CAO
7. A statement of guidelines for the Reeve as chair of Council meetings
8. An advertised schedule of regular meetings
9. A policy statement and statement in the procedural bylaw with regard to "in camera" meetings
10. A policy and procedure for communicating decisions of Council to the residents
11. A policy on policy making which allows and encourages public input
12. A review of all current policies to assess their present validity
13. Establish a Municipal District fees bylaw
14. Regular CAO reports on the implementation of Council decisions
15. The development of a 3 year Business Plan which has sought and hopefully involved public comment
16. The development of a 5 year capital expenditure plan identifying infrastructure and equipment replacement
17. Develop a comprehensive budgeting approach together with a complete listing and description of services and programs rendered to the public; establish a budget deadline of December 15th of each year to complete the budget approval by Council
18. A schedule of annual public meetings; make available a report of the MD's "performance indicators"
19. Develop a policy and protocol for any boards and committees of Council

20. Develop a performance assessment process and mechanism for the Council to use in conducting an appraisal of the CAO
21. Develop a performance assessment process and mechanism for the CAO to utilize in assessing those reporting to the CAO
22. Develop and implement a staff training and development policy
23. Develop a Council compensation policy to be supplemented by specific procedures dealing with such matters as: attendance at Council meetings; attendance at community and other meetings; attendance at conferences and seminars; per diems and expenses to be paid to Councillors for such representation on behalf of Council
24. Ensure that all Council decisions are made by bylaw or resolution and subject to a recorded vote
25. Report progress on these matters to the Assistant Deputy Minister of Municipal Affairs.

In addition to the foregoing, we recommend that Council commit to the following actions:

26. Finalize the boundary issue.

In order to bring some degree of stability to the present situation, we believe that Council should issue a clear statement as to where it stands relative to the present and future boundaries of the Municipal District. If there a resolution of Council is approved to study the present boundaries and have any options voted upon, then it is our view that such a vote should be conducted with the guidance of Alberta Municipal Affairs and the wording of the question subject to the approval of Alberta Municipal Affairs. Any such vote should occur at the very earliest opportunity so as to put an end to the uncertainty which continues to exist among the communities as well as among the members of Council and the administration. Otherwise, if the present boundaries are deemed to be acceptable, make this a matter of public record by endorsing a resolution to that effect.

27. Enter into an assessment sharing agreement based upon a balanced formula as recommended by an independent third party.

Regardless of boundary issues, it is apparent that the whole area will only be served in a fair manner by the assessment base if an agreement to share this assessment is accepted by each of the governing Councils. Such an agreement should be entered into by all parties within 90 days of the tabling of this Report.

28. Review and make a decision relative to the continuance of the service-sharing agreements.

Council needs to decide whether or not the present re-structuring agreements/bylaws are working, regardless of the results of any boundary adjustments as noted above. If so , Council needs to determine when these will be reviewed. If the Council does not believe that these agreements are in the best interest of the residents in those areas, then pass a resolution to cancel the agreements with no less than 120 days notice.

In addition to the foregoing recommendations, the following recommendations are presented for the consideration and acceptance of Council:

29. Accept in principle the recommended "role of the Reeve" as described in this Report.
30. Work with the CAO (and through the CAO with the rest of the administration) in order to annually establish the priorities, goals and objectives of Council.
31. Provide input to the CAO as he develops a measurement technique to assist the Council in evaluating the results of its objectives and programs.
32. Identify areas wherein a clear policy statement would assist in providing clarity to Council as to key issues and better direction and certainty for the administration.
33. Refer the Report to the MD's solicitor to review and then to provide a revised Procedural Bylaw for the Council, incorporating any changes recommended in this Report.
34. We recommend that the MD refer to the solicitor the request to draft an appointment bylaw for the new CAO which captures the flavour of the one drafted by the Acting CAO for the Town of Olds.
35. We recommend that Council immediately agree in principle to the organization structure provided in this Corporate Review; and that the structure be referred to the CAO for implementation.
36. We recommend that the role of the Councillor on a Council-appointed advisory board be recognized as that of a liaison and not that of an advocate and that this information be provided to each such body at the time of annual Council appointments.
37. We recommend that the decision-making processes of Council be improved through:
 - incorporating the decision-making process into a written policy statement and procedures
 - making the process as publicly transparent as is practical
 - developing an inclusive model which provides for focused and timely public input
 - accepting the recommended Committee of the Whole of Council governance model
 - ensuring that all key issues are channeled through the appropriate process
 - eliminating any in-camera sessions which do not deal with legal matters, personnel or public lands or other matters which the MD's solicitor advises
 - eliminating any standing committees of Council and streamlining the other committees.
38. We recommend that the Council endorse and sign the proposed Council-CAO Covenant.
39. We recommend that the Municipal District continue its present status and take those steps necessary to enshrine certain provisions which ensure some balance and protection of rights for all areas e.g. 70% agreement (i.e. 7 of 10 members being in agreement) vote being required on all money matters; the hiring of a new CAO; the firing of a CAO; moving the head office designation; cost-sharing and revenue (or assessment) sharing.

In addition to the foregoing recommendations, the following recommendations are presented for the consideration and acceptance of the CAO:

40. We recommend that the CAO develop a Corporate Planning framework within the priorities, goals and objectives of Council.

41. We recommend that the CAO schedule meetings on a bi-weekly (or more frequent) basis and that the agendas for such meetings include a review of all requests for Council decisions regarding corporate management issues and problems.

42. We recommend that the CAO lead a review of the current approach to performance appraisals and adopt a process in which is user friendly and more applicable to the needs of the MD. (We have attached a draft of performance appraisal formats for consideration by the MD. These may provide a good starting place for any local design.)

43. We recommend that the CAO ensure that all full time employees and permanent part-time employees receive a review from their immediate supervisor on at least an annual basis. We also recommend that the CAO schedule training for supervisors in order to encourage some degree of consistency in how the process is implemented.

44. We recommend that job descriptions be updated for all positions and that the review and amendment of job descriptions be an integral part of the annual performance review process.

45. We recommend that all staff receive training as to the expected roles of Council, the Reeve, the Official Administrator, the CAO and the department heads and the relative authority of each.

46. We recommend that all department heads prepare role statements for their departments based upon the descriptions found in this Report and make these available to each employee. These should be explained during the course of a staff meeting and during the orientation of any new employee.

47. We recommend that the CAO develop a framework for a new approach to the preparation of policies and procedures and that all applicable staff receive training in this system.

48. We recommend that the CAO and department heads develop a protocol on the manner by which all key messages will be disseminated throughout the organization.

49. We recommend that all departments develop formal work, product and level of service standards for services provided within their departments and that present workloads be re-assessed. It is likely that some training and coaching will be needed in this regard.

50. We recommend that an overall training program be devised for all permanent employees of the MD which incorporates:

- a planned approach to the training needs of all types of employee classifications
- the opportunity for all staff to improve upon their present level of education and take courses which the department head and HR Coordinator believe will be of value to the MD
- the use of training funds being subject to the prior approval by the CAO of the corporate training plan which has been updated annually

- the opportunity for all separate staff positions to have at least one other person trained as a back-up
- a reasonable budget allocation on an annual basis for management and supervisory staff which reflects department needs
- in house training programs which are suitable for the MD's supervisory and technical training needs. This type of training should be discussed with the Town as it too would benefit from a planned approach to this key area.

51. We recommend that all employees receive training in the importance of good public relations with regard to each employee's relationship to the general public; and that an inter-departmental task force be designated to discuss what steps could be taken to improve the overall communication between the senior staff and the rest of the employees, regardless of where they are located.

52. We recommend that the MD proceed with a review of its compensation and benefits plan for all employees.

53. We recommend that the MD recognize the importance of succession planning in a northern Alberta environment and ensure that:

- such a plan is in place in all departments; and
- that the training of employees focus on the need for ensuring adequate back-up (as is realistic) for all key positions.

54. We recommend that new or renovated office space be sought as a matter of priority. Such space should feature modern workstation design; sufficient meeting rooms for meetings with members of the public and with staff; file storage facilities and access to modern electronic equipment and systems; and the alignment of compatible office functions.

55. We recommend that Council receive quarterly reporting on all reserves and funds.

56. We recommend that the CAO and Director of Corporate Services undertake a comprehensive review of the MD's financial status and recommend to Council a Long Term Financial Plan.

57. We recommend that the Director of Corporate Services undertake a review of the concerns relative to the invoice approval process and recommend to the CAO those steps necessary to improve the efficiency in this area.

58. We recommend that the MD implement an enhanced safety program for all staff, with mandatory attendance requirements.

59. We recommend that the CAO meet with the Public Works crew and discuss the operational requirements of the MD and the type of equipment needed to meet those requirements.

60. We recommend that a short and long-term project/works schedule be developed with the input of the Public Works employees.

61. We recommend that reasonable funding be set aside in the MD's operating budget to provide additional latitude to the CAO and Director of Operational Services to retain seasonal/project staff as needed for summer projects.

62. We recommend that the senior staff receive immediate training in what it means to run an integrated organization wherein all departments are operating in a collegial fashion.

63. We recommend that the CAO review the present processes involving conducting repairs to MD equipment and replacing parts and take those steps necessary to streamline these processes. This has caused problems for the Works crews and unnecessary delays.

64. We recommend that the CAO initiate a review of the inventory policies and procedures and take those steps necessary to provide appropriate and efficient levels of inventory (or access to inventory) so as to create a more efficient Operations Department.

65. We recommend that the CAO review the present decision-making process and timeline insofar as it impacts the time taken to make decisions on the requests of staff and ensure that all reasonable steps have been taken to ensure that the process is as efficient as possible.

MUNICIPAL DISTRICT OF MACKENZIE NO. 23
COUNCIL MEETING

Tuesday, September 4, 2001
1:00 p.m.

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

AGENDA

- CALL TO ORDER:** 1. a) Call to Order
1:00
- AGENDA:** 2. a) Items to Add or Delete from the Agenda *Page 1*
1:00 to 1:03 p.m.
b) Adoption of the Agenda *Page 1*
1:03 to 1:05 p.m.
- ADOPTION OF THE PREVIOUS MINUTES:** 3. a) Minutes of the August 21, 2001 *Page 7*
Committee of the Whole Meeting
1:05 to 1:07 p.m.
b) Minutes of the August 21, 2001 *Page 13*
Regular Council Meeting
1:07 to 1:10 p.m.
- BUSINESS ARISING OUT OF THE MINUTES:** 4. a) *Page*
- DELEGATIONS:** 5. a) *Page*
b) *Page*
- PUBLIC HEARINGS:** 6. a) *Page*
b) *Page*

**COUNCIL
COMMITTEE AND
CAO REPORTS:**

7. a) Council Committee Reports **Page**
1:10 to 1:20 p.m.
- b) CAO Report **Page**
1:20 to 1:25 p.m.

**PLANNING AND
EMERGENCY
SERVICES:**

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

**PROTECTIVE
SERVICES:**

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

**AGRICULTURAL
SERVICES:**

10. a) **Page**
- b) **Page**

**CORPORATE
SERVICES:**

11. a) Bylaw 274/01 – To Adopt a Modified Voting **Page 41**
Procedure
1:25 to 1:30 p.m.
- b) October 2001 Municipal Election **Page 47**
Advance Vote
1:30 to 1:35 p.m.
- c) AAMD&C Fall 2001 Convention **Page 49**
AUMA 2001 Convention
1:35 to 1:40 p.m.

- d) Alberta Tourism – Travel Alberta Fall Industry Conference
1:40 to 1:45 p.m. **Page 79**
- e) Northwest Alberta Resource Society
Annual General Meeting
1:45 to 1:50 p.m. **Page 83**
- f) Northwestern Health Service Region
Sod-turning Ceremony
1:50 to 1:55 p.m. **Page 87**
- g) Tolko Industries Ltd.
Partners in the Community
1:55 to 2:00 p.m. **Page 91**
- h) Recycling Council of Alberta
Conference and AGM
2:00 to 2:05 p.m. **Page 95**
- i) Peace Air Shed Zone Association
2:05 to 2:10 p.m. **Page 101**

OPERATIONAL SERVICES:

- 12. a) *j) Economic Dev. Plan*
k) Canadian Food Grains Project
La Crete Recreation Society
2:10 to 2:15 p.m. **Page 113**
- b) *Grader Maintenance Contract* **Page**
- c) **Page**
- d) **Page**

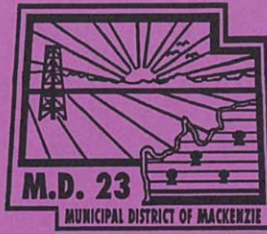
IN CAMERA SESSION:

- 13. a) *In Camera - Personnel* **Page**
- b) *Blue Hills Road* **Page**

ADJOURNMENT:

- 14. a) Adjournment
2:15 p.m.

M.D. of Mackenzie No. 23



Request For Decision

Meeting:	Regular Council
Meeting Date:	September 4, 2001
Originated By:	Eva Schmidt, Executive Assistant
Title:	Minutes of the August 21, 2001 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, August 21, 2001 Committee of the Whole meeting.

COSTS / SOURCE OF FUNDING:

Not applicable.

RECOMMENDED ACTION (by originator):

That Council adopt the minutes of the August 21, 2001 Committee of the Whole meeting, as presented.

Review: <i>ES</i>	Dept.	C.A.O. <i>[Signature]</i>
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**MUNICIPAL DISTRICT OF MACKENZIE NO. 23
COMMITTEE OF THE WHOLE**

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

Tuesday, August 21, 2001

PRESENT:

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

ABSENT:

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
Marco Braat	Superintendent of Utilities
Chris Kelland	Agricultural Fieldman

Minutes of the Committee of the Whole meeting for the Municipal District of Mackenzie No. 23 held on Tuesday, August 21, 2001, in the Seminar Room of the Fort Vermilion School Division Central Office, Fort Vermilion, Alberta.

CALL TO ORDER: 1. a) Call to Order

Reeve Neufeld called the meeting to order at 10:00 a.m.

**ADOPTION OF
AGENDA:**

2. a) **Adoption of Agenda**

MOTION 01-401 MOVED by Councillor Thiessen

That the agenda be adopted as amended by adding the following:

- 5e) Drainage Study and Local Street Improvements in Fort Vermilion and La Crete
- 9b) Director of Planning and Emergency Services Report.

CARRIED

DELEGATIONS:

3. a)

There were no delegations.

Reeve Neufeld turned the Chair over to Councillor Bateman.

**PROTECTIVE
SERVICES:**

(Councillor Bateman)

4. a) **2001 AUMA and AAMD&C Conventions**

Council discussed the 2001 Alberta Urban Municipalities Association (AUMA) Convention and 2001 Alberta Association of Municipalities, Districts and Counties (AAMD&C) Convention.

Items for discussion with the RCMP "K" Division are: an update on the RCMP survey and what changes are being made as a result of the survey; new RCMP buildings for both the Fort Vermilion and High Level detachments; and insufficient manpower.

The Urban/Rural RCMP funding issues should be discussed at the Minister's Forum.

Councillor Bateman turned the Chair back to Reeve Neufeld.

Reeve Neufeld turned the Chair over to Councillor Newman.

TRANSPORTATION

SERVICES: 5. a) **Director of Operational Services Report**
(Councillor Newman)

Council reviewed the Director of Operational Services report. Shoulder pulls versus reconstruction of roads were discussed.

5. b) **Bylaw 273/01 – To Rescind Bylaw 169/99 and to Establish Maximum Speed Limits Throughout the Municipality**

Council discussed Bylaw 273/01 – To Rescind Bylaw 169/99 and to Establish Maximum Speed Limits Throughout the Municipality and referred this item to the regular Council meeting for decision.

The playground bylaw will be brought back to a future Committee of the Whole meeting.

5. c) **Intersection of SH697 and the Highway 88 Connector**

Council discussed the intersection of SH697 and the Highway 88 Connector. John Engleder will be invited to attend a future Council meeting to discuss the reconstruction of the intersection.

5. d) **Highway 88 Connector, Project No. 2**

The tender opening results for the Highway 88 Connector Project No. 2 was presented as information. This project will be discussed when John Engleder attends a Council meeting.

5. e) **Drainage Study and Local Streets Improvements in Fort Vermilion and La Crete**

Doug Schuler made a presentation on the drainage study and local streets improvements in Fort Vermilion and La Crete.

Councillor Newman recessed the meeting at 11:20 a.m.

Councillor Newman reconvened the meeting at 11:31 a.m.

Doug Schuler continued his presentation.

Councillor Newman recessed the meeting at 12:05 p.m.

Councillor Newman reconvened the meeting at 1:02 p.m.

MOTION 01- 402 MOVED by Councillor Rosenberger

That the remainder of the Committee of the Whole agenda be moved to the regular Council meeting agenda as follows:

- 6a) Storm Sewer Funding
- 9a) Proposed Walkway between Heimstead Lodge and La Crete Continuing Care Centre
- 10a) Agricultural Fieldman's Report
- 10b) Intensive Livestock Operations (ILO) Task Force
- 10c) Impacts of the Farm Income Crisis Request for Member Assistance
- 11a) Director of Corporate Services Report
- 11b) Policy ADM029 – Vehicle Allowance Policy
- 11c) Income Statement, Variance Report, Budget Actual Spending Report
- 11d) F11 Timber Allocation
- 11e) Eighth Annual Physician Recruitment Fairs
- 11f) Town of High Level Revenue Sharing Agreement

CARRIED

Councillor Newman turned the Chair back to Reeve Neufeld.

ADJOURNMENT: 12. a) **Adjourn Committee of the Whole Meeting**

MOTION 01-403 MOVED by Councillor Wieler

That the meeting be adjourned at 1:02 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:	September 4, 2001
Originated By:	Eva Schmidt, Executive Assistant
Title:	Minutes of the August 21, 2001 Regular Council Meeting
Agenda Item No:	3 b)

BACKGROUND / PROPOSAL:

Not applicable.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:



Attached are the minutes of the Tuesday, August 21, 2001 regular Council meeting.

COSTS / SOURCE OF FUNDING:

Not applicable.

RECOMMENDED ACTION (by originator):

That the minutes of the August 21, 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, August 21, 2001

PRESENT:

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

ABSENT:

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
Marco Braat	Superintendent of Utilities
Chris Kelland	Agricultural Fieldman

Minutes of the regular Council meeting for the Municipal District of Mackenzie No. 23 held on Tuesday, August 21, 2001, in the Seminar Room of the Fort Vermilion School Division Central Office, Fort Vermilion, Alberta.

CALL TO ORDER: 1. a) Call to Order

Reeve Neufeld called the Council meeting to order at 1:03 p.m.

AGENDA:

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

Council made amendments to the agenda.

2. b) **Adoption of the Agenda**

MOTION 01-404 MOVED by Councillor Rosenberger

That the agenda be adopted as amended by adding the following items:

- 11d) Director of Corporate Services Report
- 11e) Policy ADM029 – Vehicle Allowance Policy
- 11f) Income Statement, Variance Report, Budget Actual Spending Report
- 11g) F11 Timber Allocation
- 11h) Eighth Annual Physician Recruitment Fairs
- 11i) Council Meeting Dates
- 11j) Storm Sewer Funding
- 10b) Agricultural Fieldman's Report
- 10c) Intensive Livestock Operations (ILO) Task Force
- 10d) Impacts of the Farm Income Crisis Request for Member Assistance
- 12d) Proposed Walkway between Heimstead Lodge and La Crete Continuing Care Centre
- 13a) Town of High Level Revenue Sharing Agreement.

CARRIED

**ADOPTION OF
THE PREVIOUS
MINUTES:**

3. a) **Minutes of the July 17, 2001
Committee of the Whole Meeting**

MOTION 01-405 MOVED by Councillor Wieler

That the minutes of the July 17, 2001 Committee of the Whole meeting be adopted as presented.

CARRIED

3. b) **Minutes of the July 17, 2001
Regular Council Meeting**

MOTION 01-406 **MOVED** by Councillor Thiessen

That the minutes of the July 17, 2001 Regular Council meeting be adopted as presented.

CARRIED

**BUSINESS ARISING
OUT OF THE
MINUTES:**

4. a)

There were no items under this heading.

DELEGATIONS: 5. a) **Integrated Resource Management Plan**

Reeve Neufeld welcomed Harry Archibald from Integrated Resource Management Unit Ecosystem Specialist, to the meeting at 1:12 p.m.

Harry Archibald discussed the history and the process of Regional Integrated Resource Management, current issues and trends. Main issues are increasing levels of use, full timber allocations, few undisturbed areas left, cumulative effects, management disposition, no comprehensive planning, pressure to reduce regulatory burden & increase policy and regulatory certainty, and higher expectations. A document called Alberta's Commitment to Sustainable Resource and Environmental Management is available on the web. Regional Strategy programs will be developed across the province.

Alberta Energy and Economic Development and government directors should be involved with this type of program, government directors are core to the program. The province will provide funding for regional strategy programs.

Reeve Neufeld thanked Harry Archibald, who then left the Council table at 1:49 p.m.

Reeve Neufeld recessed the meeting at 1:50 p.m.

Reeve Neufeld reconvened the meeting at 1:59 p.m.

PUBLIC HEARING: 6. a) **Bylaw 263/01 – Land Use Bylaw Amendment
Agricultural 1 “A1” to Country Residential “CR”
SE 09-110-19-W5M**

Reeve Neufeld called the public hearing for Bylaw 263/01 to order at 1:59 p.m.

Reeve Neufeld asked if the public hearing for proposed Bylaw 263/01 was properly advertised. Paul Driedger answered that the bylaw was advertised in accordance with the Municipal Government Act.

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

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

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

Reeve Neufeld asked if any submissions were received in regards to proposed Bylaw 263/01. Paul Driedger read the two submissions that were received, one from Paul Steffanson and one from the Town of High Level.

Reeve Neufeld asked if there was anyone present who would like to speak in regards to the proposed Bylaw 263/01. There was no indication that anyone present wished to speak.

Reeve Neufeld closed the public hearing for Bylaw 263/01 at 2:11 p.m.

**PLANNING AND
EMERGENCY
SERVICES:**

8. a) **Bylaw 263/01 – Land Use Bylaw Amendment
Agricultural 1 “A1” to Country Residential “CR”
SE 09-110-19-W5M**

MOTION 01-407
Bylaw 263/01
Second Reading

MOVED by Councillor Bateman

That second reading be given to Bylaw 263/01 being a Land Use Bylaw amendment to rezone SE 9-110-19-W5M from Agricultural 1 "A1" to Country Residential "CR".

DEFEATED

MOTION 01-408

MOVED by Councillor Kulscar

That Administration work with the developer regarding the proposed development after the inter-municipal development plan has been established.

CARRIED

**COUNCIL
COMMITTEE AND
CAO REPORTS:**

7. a) Council Committee Reports

Councillors presented the Council Committee reports as follows:

Councillor Rosenberger reported on the AAMD&C Zone meeting in Valley View on August 10, topics of discussion were Memorandums of Understanding (MOU's), veterinarian shortages, transportation and resolution for the fall convention. The Regional Economic Development Initiative (REDI) bylaws have been drafted; funding for REDI is available from the province; REDI received a letter of support from the Peace River Economic Development Association (PREDA). Reeve Neufeld reported on the AAMD&C Zone meeting in Valleyview on August 10, topics of discussion were Intensive Livestock including that the province is taking over this area and the shortage of veterinarians in Alberta; and that linear property may be taken away from rural municipalities.

Councillor Kulscar reported that the Assessment Review Board (ARB) would like a fee established for filing an assessment appeal but that the fee be refunded if the appeal is withdrawn in writing or the appellant shows up at the hearing.

Councillor Thiessen reported on the Regional Landfill meeting, the Committee reviewed three proposals to upgrade the landfill to treat contaminated waste.

Councillor Wieler reported no meetings.

Councillor Sarapuk reported on the North Peace Tribal Council booth at the Trade Fair in High Level.

Councillor Bateman reported on the AAMD&C Zone meeting in Valleyview and discussed insufficient veterinary education facilities suggesting that the province should consider opening veterinary educational facilities in Alberta. This topic should be discussed at the AAMD&C fall convention.

Councillor Newman reported on the Fish and Wildlife Committee, which is now named the Upper Hay Recreation Advisory Committee. All Committee meetings will be advertised and public input will be welcomed but only local issues will be discussed. Committee costs will be borne by the three participating municipalities. The Mayors and Reeve asking to extend hunting season for moose will send letters to the MLA and Minister. Four public meetings will be held this fall. Councillor Newman also reported on the Walking Trail Committee meeting where topics of discussion were extension of sidewalks in the hamlets, who will provide maintenance and alternate fund raising considered. Councillor Newman also attended the Agricultural Service Board meeting.

Councillor Peters informed Council that the Agricultural Service Board will be hosting information meetings at the Fort Vermilion Community Centre in November. The ASB will do a history presentation of the area.

Councillor Driedger reported on the Mackenzie Housing Management Board meeting and that the renovations are proceeding well.

Councillor Driedger also reported on the AAMD&C Zone meeting in Valleyview; there is a need for veterinary education facilities in Alberta and there will be a shortage of veterinarians for the next 15 years.

MOTION 01-409 **MOVED** by Councillor Peters

That the Council Committee reports be accepted as presented.

CARRIED

7. b) CAO Report

Harvey Prockiw presented the CAO report.

MOTION 01-410 **MOVED** by Councillor Thiessen

That the Chief Administrative Officer's report be accepted as presented.

CARRIED

**PLANNING AND
EMERGENCY
SERVICES:**

8. b) **Bylaw 269/01 – Land Use Bylaw Amendment
Technical Change to the Land Use Bylaw
under Section 3.1**

MOTION 01-411 **MOVED** by Councillor Wieler
Bylaw 269/01
First Reading

That first reading be given to 269/01 being a technical amendment to the M.D. of Mackenzie Land Use Bylaw.

CARRIED

8. c) **Bylaw 270/01 – Land Use Bylaw Amendment
Technical Change to the Land Use Bylaw
under Section 4.35**

MOTION 01-412 **MOVED** by Councillor Wieler
Bylaw 270/01
First Reading

That first reading be given to Bylaw 270/01 being a technical amendment to the M.D. of Mackenzie Land Use Bylaw.

DEFEATED

8. d) **Bylaw 271/01 – Land Use Bylaw Amendment
Agricultural 1 "A1" to Country Residential "CR"
NW 31-109-18-W5M**

MOTION 01-413 **MOVED** by Councillor Rosenberger
Bylaw 271/01
First Reading

That first reading be given to Bylaw 271/01 being a Land Use Bylaw

amendment to rezone Part of NW 31-109-18-W5M from Agricultural District 1 "A1" to Country Residential District 1 "RC".

CARRIED

8. e) **Bylaw 272/01 – Rescinding 179/99
Municipal Parks Bylaw
Adding "No Swimming" Portion**

MOTION 01-414
Bylaw 272/01
First Reading

MOVED by Councillor Wieler

That first reading be given to Bylaw 272/01 being a bylaw to provide for the control and operation of parks, campgrounds and other public areas within Municipal District of Mackenzie No. 23.

CARRIED

MOTION 01-415
Bylaw 272/01
Second Reading

MOVED by Councillor Newman

That second reading be given to Bylaw 272/01 being a bylaw to provide for the control and operation of parks, campgrounds and other public areas within Municipal District of Mackenzie No. 23.

CARRIED

MOTION 01-416

MOVED by Councillor Sarapuk

That Council give consideration to go to third reading of Bylaw 272/01 being a bylaw to provide for the control and operation of parks, campgrounds and other public areas within Municipal District of Mackenzie No. 23, at this meeting.

CARRIED

MOTION 01-417
Bylaw 272/01

MOVED by Councillor Bateman

Third Reading

That third reading be given to Bylaw 272/01 being a bylaw to provide for the control and operation of parks, campgrounds and other public areas within Municipal District of Mackenzie No. 23, at this time.

CARRIED

MOTION 01-418 **MOVED** by Councillor Bateman

That the Zama Fish Pond and the Mighty Peace Fish and Game Association's Fish Pond on the Highway 88 Connector be designated "No Swimming".

CARRIED

8. f) **Fort Vermilion Ambulance Building Addition**

MOTION 01-419 **MOVED** by Councillor Wieler

That the written request from Aeromedical Emergency Services to construct an Addition to the Fort Vermilion Ambulance Building be received as information.

CARRIED

8. g) **Grandparents' Day September 9, 2001**

MOTION 01-420 **MOVED** by Councillor Kulscar

That September 9, 2001 be proclaimed Grandparents' Day in the M.D. of Mackenzie to honor grandparents and to show children the strength, wisdom and guidance that grandparents can offer.

CARRIED

Reeve Neufeld recessed the meeting at 3:16 p.m.

Reeve Neufeld reconvened the meeting at 3:28 p.m.

8. f) Director of Planning and Emergency Services Report

MOTION 01-421 **MOVED** by Councillor Bateman

That the Director of Planning and Emergency Services report be accepted as presented.

CARRIED

PROTECTIVE SERVICES:

9. a)

There were no items under this heading.

AGRICULTURAL SERVICES:

10. b) Agricultural Fieldman's Report

Chris Kelland presented the Agricultural Fieldman's report.

10. c) Intensive Livestock Operations (ILO) Task Force

The Town of High Level has requested the M.D. to ask the Town of High Level to appoint a member to the Intensive Livestock Operations Task Force.

MOTION 01-422 **MOVED** by Councillor Kulscar

That a letter be written to the Town of High Level asking them to appoint a member to the Intensive Livestock Operations Task Force.

CARRIED

10. d) Impacts of the Farm Income Crisis Request for Member Assistance

MOTION 01-423 **MOVED** by Councillor Thiessen

That the Impacts of the Farm Income Crisis document be accepted as information

CARRIED

10. a) **River Road Slope Stabilization Contract**

MOTION 01-424 **MOVED** by Councillor Rosenberger

That the 2001 Capital Budget be amended by increasing the River Road project to \$183,000 with increased funding of \$71,000 coming from Drainage Reserves.

CARRIED by two-thirds majority vote

CORPORATE SERVICES:

11. a) **M.D. of Mackenzie Regional Library Board – Bylaw**

MOTION 01-425 **MOVED** by Councillor Bateman

That the Bylaws of the M.D. of Mackenzie Regional Library Board be received as presented.

CARRIED

11. b) **High Level Trade Show 2001 Opening Ceremony**

MOTION 01-426 **MOVED** by Councillor Newman

That the Reeve be authorized to represent the M.D. of Mackenzie at the High Level Trade Show on September 21-22, 2001.

CARRIED

11. c) Northern Alberta Highways Strategy

MOTION 01-427 **MOVED** by Councillor Sarapuk

That a letter of support be written to the Northern Alberta Development Council for its proposed Northern Alberta Highways Strategy.

CARRIED

11. d) Director of Corporate Services Report

Bill Landiuk presented the Director of Corporate Services report.

11. e) Policy ADM029 – Vehicle Allowance Policy

MOTION 01-428 **MOVED** by Councillor Kulscar

That Policy ADM029, being the Vehicle Allowance policy, be brought forward to the 2002 budget meetings.

CARRIED

11. f) Income Statement, Variance Report
Budget Actual Spending Report

MOTION 01-429 **MOVED** by Councillor Bateman

That the Income Statement, Variance Report and Budget Actual Spending Report, be accepted as information.

CARRIED

11. g) F11 Timber Allocation

MOTION 01-430 **MOVED** by Councillor Bateman

That the letter regarding the F11 Timber Allocation be accepted for information.

CARRIED

11. h) **Eighth Annual Physician Recruitment Fairs**

MOTION 01-431 **MOVED** by Councillor Wieler

That the Eighth Annual Physician Recruitment Fairs document be accepted as information.

CARRIED

11. i) **Council Meeting Dates**

MOTION 01-432 **MOVED** by Councillor Thiessen

That the September 18, October 2 and October 16, 2001 Committee of the Whole and Council meetings be cancelled and that the meetings be re-scheduled for Tuesday, September 25, 2001 in the Council Chambers of the Mustus Lake Center in La Creté and Tuesday, October 9, 2001 in the Seminar Room of the Fort Vermilion School Division Central Office with both meetings commencing with the Committee of the Whole meeting at 10:00 a.m. and the regular Council meeting commencing at 1:00 p.m. 4 p.m.
7 p.m.

CARRIED

11. j) **Storm Sewer Funding**

MOTION 01-433 **MOVED** by Councillor Newman

That the M.D. of Mackenzie fund the construction of storm sewers and that administration bring the funding proposal forward at the 2002 budget meetings.

CARRIED

**OPERATIONAL
SERVICES:**

12. a) **Alberta Transportation Resource Road/
New Industry Program**

MOTION 01-434 **MOVED** by Councillor Wieler

That Highway 88 Connector Project No. 1 (11 km of construction from Highway 88 Junction, west) be approved as the first priority under the Resource Road/New Industry Program and that administration be directed to submit appropriate application for grant funding.

CARRIED

12. b) **Drainage Study and Local Streets
Improvements in Fort Vermilion and La Crete**

MOTION 01-435 **MOVED** by Councillor Kulscar

That the following three projects be suspended due to the change in project scope: the Fort Vermilion Street Improvement, 100A Street Paving as well as the 108 Street Paving in La Crete and that the projects be brought forward to the 2002 budget meeting.

CARRIED

MOTION 01-436 **MOVED** by Councillor Driedger

That the tendering of 45th street paving project in Fort Vermilion be added to the agenda.

CARRIED

12. c) **94th Ave East Extension – La Crete**

MOTION 01-437 **MOVED** by Councillor Peters

That motion 01-388 be rescinded, and further that the 2001 Capital Budget be amended by increasing the 94th Avenue East Extension – La Crete project (06-32-40-02) to \$125,000 funded out of the General Roads Reserve (04-32-713).

CARRIED by two-thirds majority vote

12. e) **45th Street Paving in Fort Vermilion**

MOTION 01-438 **MOVED** by Councillor Thiessen

That the Fort Vermilion 45th Street Paving contract be awarded to Knelsen Sand & Gravel Ltd. Further, that the capital budget Fort Vermilion 45th Street Paving (06-32-30-37) be amended from \$231,000 to \$254,800.

CARRIED by two-thirds majority vote

12. d) **Proposed Walkway**

MOTION 01-439 **MOVED** by Councillor Newman

That the M.D. of Mackenzie allow the construction of a walkway in the utility lane between the Long Term Care Facility and the Heimstead Lodge in La Crete; further that the M.D. of Mackenzie pay for the cost of the sidewalk within the utility lane providing that Northwestern

Health Services Region pay for the portion of sidewalk on their property.

CARRIED

MOTION 01-440 **MOVED** by Councillor Thiessen

That Council give consideration to go in camera at 5:22 p.m. to discuss issues pursuant to Section 23 of the Freedom of Information and Protection of Privacy Act.

CARRIED

**IN CAMERA
SESSION:**

13. a) **Town of High Level Revenue Sharing Agreement**

MOTION 01-441 **MOVED** by Councillor Thiessen

That Council come out of camera at 6:08 p.m.

CARRIED

MOTION 01-442 **MOVED** by Councillor Rosenberger

That the M.D. of Mackenzie make a revenue-sharing offer to the Town of High Level, as discussed.

Councillor Wieler requested a recorded vote.

In Favour:

Councillor Kulscar
Councillor Rosenberger
Councillor Driedger
Councillor Bateman
Councillor Sarapuk
Councillor Peters

Opposed:

Reeve Neufeld
Councillor Wieler
Councillor Thiessen
Councillor Newman

CARRIED

ADJOURNMENT: 14. a) **Adjournment**

MOTION 01-443 MOVED by Councillor Thiessen

That the meeting be adjourned at 6:25 p.m.

CARRIED

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

Bill Neufeld, Reeve

Eva Schmidt, Executive Assistant

2001 Capital Projects

2001 Capital Projects (Excludes 2000 Carry Forward Projects)

Department	Total Project	Cost to MD	Operation	Grants	Reserves	Other	Details
Administration							
PC's and Peripherals	\$31,000	\$31,000	\$31,000				
Portable PC	30,000	30,000	30,000				
FIS Software/Implementation	110,000	110,000	110,000				
New Server for FIS	25,000	25,000	25,000				
Furniture	4,500	4,500	4,500				
Total	\$200,500	\$200,500	\$200,500	\$0	\$0	\$0	\$0
Fire Services							
La Crete Fire Rescue Boat	\$18,500	\$18,500	\$18,500				
Hydraulic Combi-Tool - La Crete	13,000	13,000	13,000				
Hazmat Protective Suits	13,000	13,000	13,000				
Breathing Apparatus - La Crete	28,700	18,700	18,700	10,000			
Concrete Pad - Firehall	25,000	25,000	25,000				
Annual Reserve Addition	150,000	150,000	150,000				
Total	\$248,200	\$238,200	\$238,200	\$10,000	\$0	\$0	\$0
Ambulance Services							
Communication Equipment	13,500	13,500			13,500		
Ambulance - Rainbow Lake	50,000	-		50,000			-revised July 17/01
Ambulance LC	\$110,000	\$110,000			\$110,000		
Total	\$173,500	\$123,500	\$0	\$50,000	\$123,500	\$0	\$0
Transportation							
Fort Vermilion Shop	\$150,000	\$150,000	\$150,000				
Fort Vermilion Cold Storage	50,000	50,000	50,000				
La Crete Salt Shed Roof	15,000	15,000	15,000				
GIS hardware/Software	60,000	30,000	30,000	30,000			
Gravel Exploration	50,000	50,000	50,000				

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2001 Capital Projects

Department	Total Project	Cost to MD	Operation	Grants	Reserves	Other	Details
Parks & Playground Benches	10,000	10,000	10,000				
Hotsy Washers (2)	14,000	14,000	14,000				
Fort Vermilion Walking Trails	20,000	20,000	20,000				
La Crete Walking Trails	20,000	20,000	20,000				
Zama Walking Trails	20,000	20,000	20,000				
Vehicle - Maxivan	45,000	45,000			45,000		
Grader Replacement Program	300,000	300,000			300,000		
4 Trucks @30,000 ea	120,000	120,000			120,000		
One Ton Flat Deck 4X4	37,000	37,000			37,000		
Pull Type Pad Foot Packer	30,000	30,000			30,000		
Flail Mower on Boom for 75 hp Tractor	12,000	12,000			12,000		
Trash Pump - La Crete	6,500	6,500			6,500		
Annual Vehicle & Equipment Reserve	485,500	485,500	485,500		0		
La Crete 100A Street Paving	228,900	228,900			228,900		
Drainage Study re LC Street Imp	23,134	23,134			23,134		
LC 108 Street Paving	221,800	55,450		166,350	55,450		
Field Access Roads - 6 miles/yr.	60,000	60,000			60,000		
<i>Shoulder Pulls - 20 miles/yr.</i>	<i>839,141</i>	<i>659,141</i>		<i>230,000</i>	<i>659,141</i>		
<i>Local Road Regrading - 6 miles/yr.</i>	<i>260,000</i>	<i>260,000</i>			<i>260,000</i>		-revised Aug.21/01
<i>New Road Construction - 4 mile/yr.</i>	<i>5,000</i>	<i>5,000</i>			<i>5,000</i>		
Automatic Vehicle/Equipm. Location	124,000	64,000	45,000	60,000	19,000		
Playground Equipment	100,000	50,000		50,000	50,000		
Highway 88 Connector	1,700,000	425,000		1,275,000	425,000		
FV 45 Street Paving	254,800	81,550		173,250	81,550		-revised August 21/01
Subdivisions W. of LC Co-op	150,400	40,200		110,200	40,200		
Contribution To Roads Reserve	1,049,454	1,049,454	1,049,454				
Total	\$6,551,629	\$4,456,829	\$1,958,954	\$2,094,800	\$2,497,875	\$0	

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2001 Capital Projects

Department	Total Project	Cost to MD	Operation	Grants	Reserves	Other	Details
<i>Airport Transportation</i>							
La Crete Airport Lights Upgrade	\$20,000	\$20,000	\$20,000				
Zama Airport Lights	35,000	35,000	35,000				
Total	\$55,000	\$55,000	\$55,000	\$0	\$0	\$0	\$0
<i>Water Services</i>							
Pigging Water Mains - Zama	\$35,000	\$35,000	\$35,000				
Heated Truckfill Pad - La Crete	48,000	48,000	48,000				
Hydraulic Valve Exerciser	12,500	12,500	12,500				
Total	\$95,500	\$95,500	\$95,500	\$0	\$0	\$0	
<i>Sewer Services</i>							
110 Volt Sewer Snake System - Zama	\$5,500	\$5,500	\$5,500				
Miltronics System - Fort Vermilion	7,500	7,500	7,500				
Portable Breathing Apparatus - Zama	7,500	7,500	7,500				
Screenings Collection System - FV	4,500	4,500	4,500				
Piping Changeout - FV Lift Stn	28,000	28,000	28,000				
Zama Lift Station 2001 Addition	50,000	12,500	12,500	37,500			
Total	\$103,000	\$65,500	\$65,500	\$37,500	\$0	\$0	
<i>Garbage Services</i>							
Electrical Power for Buffalo Head Prairie	\$3,500	\$3,500	\$3,500				
Upgrade La Crete Waste Transfer Stn	18,000	18,000	18,000				
Total	\$21,500	\$21,500	\$21,500	\$0	\$0	\$0	
<i>Agricultural Services</i>							
Annual Drainage Reserve	\$100,000	\$100,000	\$100,000				
Total	\$100,000	\$100,000	\$100,000	\$0	\$0	\$0	
Grand Total	\$7,548,829	\$5,356,529	\$2,735,154	\$2,192,300	\$2,621,375	\$0	

Revised August 21/01

2001 Capital Projects

<u>Department</u>	<u>Total Project</u>	<u>Cost to MD</u>	<u>Operation</u>	<u>Grants</u>	<u>Reserves</u>	<u>Other</u>	<u>Details</u>
Fort Vermilion 45 Street Paving	- amended from \$231,000 to 254,800 - from reserves						
LC 94th Avenue East Extention	- amended from \$80,000 to \$125,000 - from the general roads reserve						

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2000 Capital Projects Carry Forward

2000 Capital Projects Carry Forward

Department	Estimated Costs	Cost to MD	Operation	Grants	Debtenture / Loans	Reserves	Other
Fire Services							
Addition to Fire Hall	\$73,000	\$73,000				\$73,000	
Communication System	10,000	10,000				10,000	
Rescue Unit	160,000	160,000				160,000	
911 Signage	30,000	30,000				30,000	
Total	\$273,000	\$273,000	\$0	\$0	\$0	\$273,000	\$0
Transportation							
Ponton/Boyer Bridge Repair	\$80,500	\$15,500		\$ 65,000		\$ 15,500	
Rocky Lane River Road	97,471	99,571				\$ 99,571	
Savage Prairie Road	71,156	73,256				\$ 73,256	
27th Base Line Road	25,000	25,000				\$ 25,000	
Bittmon Road	35,000	35,000				\$ 35,000	
FV Street Improvement	108,500	77,750		\$ 30,750		\$ 77,750	
LC Street Improvement	-	-		\$ -		\$ -	
Zama Street Improvement	144,720	30,000		\$ 114,720		\$ 30,000	
FV Hospital Hill	53,179	53,179				\$ 53,179	
Sidewalk Extension	20,000	20,000				\$ 20,000	
Rural Road Study	1,600	-		\$ 1,600		\$ -	
Total	\$637,126	\$429,256	\$0	\$212,070	\$0	\$429,256	\$0
Airport Transportation							
Fort Vermilion Asphalt Overlay	\$500,000	\$0		\$500,000			
Total	\$500,000	\$0	\$0	\$500,000	\$0	\$0	\$0
Storm Sewer & Drainage							
River Road Erosion Control	\$183,000	\$90,953		\$92,047		\$90,953 -revised A	
HL East	100,000	30,000		70,000		30,000	
Total	\$283,000	\$120,953	\$0	\$162,047	\$0	\$120,953	\$0
Water Services							

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2000 Capital Projects Carry Forward

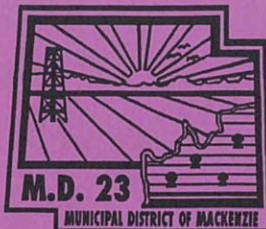
Install Survey Pins	\$10,000	\$10,000				\$10,000	
Total	\$10,000	\$10,000	\$0	\$0	\$0	\$10,000	\$0
<i>Sewer Services</i>							
LC #4 Lift Station	\$263,500	\$0		\$263,500			
Zama Lift Station	68,000	15,500		52,500		15,500	
Total	\$331,500	\$15,500	\$0	\$316,000	\$0	\$15,500	\$0
<i>Garbage Services</i>							
Tompkins/Buffalo Head Tsf	\$17,000	\$17,000				\$17,000	
Zama Clean up	5,000	5,000				5,000	
Total	\$22,000	\$22,000	\$0	\$0	\$0	\$22,000	\$0
Grand Total	\$2,056,626	\$870,709	\$0	\$1,190,117	\$0	\$870,709	\$0

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RESERVES 2001 CHANGES

Reserves	2000				Estimate 2001			Dec 31/2001	
	Opening Balance	Additions	Deletions	Projects	Dec 31/2000 Ending Balance	Additions	Deletions	Projects	Ending Balance
Development Reserve	284				284				284
Emergency Services Reserve	468,328	113,728		191,834	390,222	150,000	0	366,500	173,722
General Capital Reserves	521,246			495,469	25,777	618,000		0	643,777
General Roads Reserve	2,421,116	1,439,527		867,407	2,993,236	1,041,579		2,242,247	1,792,568
Gravel Reclamation Reserve	358,307			16,926	341,381			0	341,381
Hutch Lake Subdivision Reserve	26,067			0	26,067			0	26,067
Operating Fund Reserve	651,040			0	651,040			0	651,040
Recreation Parks - Reserve	172,637			0	172,637			50,000	122,637
Reserve - Offsite Levy - Water	96,951	16,396	0	95,050	18,297	0	0	0	18,297
Reserve - Municipal	1,200	1,766		0	2,966			0	2,966
Reserve - PTOAG	519			0	519				519
Reserve - Drainage		91,419		0	91,419	100,000		154,747	36,672
Reserve - Water		10,000		0	10,000			10,000	0
Reserve - Sewer		15,422		0	15,422			15,422	0
Vehicle Replacement Reserve	754,595			23,068	731,527	485,500		569,500	647,527
WTS Replacement Reserve	15,064	21,843		0	36,907			21,843	15,064
Zama Road Reserve	1,242,974	0	501,266	741,708	0				0
Total	6,730,328	1,710,101	501,266	2,431,462	5,507,701	2,395,079	0	3,430,259	4,472,521

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M.D. of Mackenzie No. 23

Request For Decision

Meeting:	Regular Council
Meeting Date:	September 4, 2001
Originated By:	Eva Schmidt, Executive Assistant
Title:	Bylaw 274/01 – To Adopt a Modified Voting Procedure
Agenda Item No:	11 a)

BACKGROUND / PROPOSAL:

At their July 17, 2001 meeting, Council passed a motion to apply to Municipal Affairs for an Order authorizing the M.D. to pass a bylaw permitting the returning officer to designate more than one voting station per ward.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Municipal Affairs granted the request in Ministerial Order L:141/01 allowing the M.D. to pass a bylaw to allow for more than one voting station per ward for the 2001 general election.

Attached is the proposed Bylaw.

COSTS / SOURCE OF FUNDING:

Not applicable.

RECOMMENDED ACTION (by originator):

That all three readings be given to Bylaw 274/01 being a bylaw to adopt a modified system of conducting an election as prescribed by Alberta Regulation No. 170/2000.

Review:	Dept.	C.A.O.
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BYLAW NO. 274/01

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

TO ADOPT A MODIFIED VOTING PROCEDURE

PURSUANT to the provisions of the Local Authorities Election Act, Statutes of Alberta, 1983 and amendments thereto, and under the authority of Ministerial Order number L:141/01, now

THEREFORE, the Council of the Municipal District of Mackenzie No. 23, in the Province of Alberta, enacts as follows:

1. The Municipal District of Mackenzie No. 23 hereby adopts the modified system of conducting an election as prescribed by Alberta Regulation No. 170/2000.
2. The modified voting procedure shall be used for the purpose of conducting elections pursuant to the provisions of the Local Authorities Election Act.
3. This bylaw shall come into force and effect upon the date of the passing of the third and final reading.

First Reading given on the _____ 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

Office of the
Deputy Minister

Commerce Place
10155 - 102 Street
Edmonton, Alberta
Canada T5J 4L4

Telephone 780/427-4826
Fax 780/422-9561

August 17, 2001

Mr. Bill Landiuk *HL*
Acting Chief Administrative Officer
Municipal District of Mackenzie No. 23
PO Box 640
Fort Vermilion, Alberta
T0H 1N0

Dear Mr. Landiuk:

Thank you for your letter of August 3, 2001, requesting authorization to allow the municipality to pass a bylaw to modify the voting system. Attached is a copy of Ministerial Order No. L:141/01 granting approval for the Municipal District of Mackenzie No. 23 to pass a bylaw to allow for more than one voting station per voting subdivision for the 2001 general election.

Sincerely,



C.D. Radke
Deputy Minister

Attachment

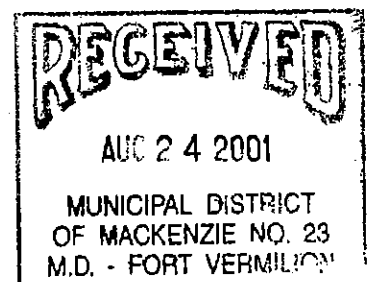
cc: Honourable Guy Boutilier
Minister of Municipal Affairs

Honourable Mike Cardinal, MLA
Athabasca-Wabasca Constituency

Honourable Pearl Calahasen, MLA
Lesser Slave Constituency

Mr. Gary Friedel, MLA
Peace River Constituency

Reeve William Neufeld
Municipal District of Mackenzie No. 23





ALBERTA
MINISTER OF MUNICIPAL AFFAIRS


MLA, Fort McMurray

MINISTERIAL ORDER NO. L:141/01

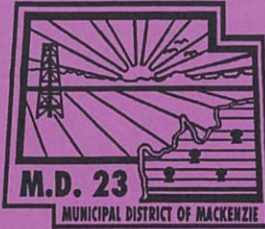
I, Guy Boutilier, Minister of Municipal Affairs, pursuant to section 161(2) of the Local Authorities Election Act, make the following order:

For the purposes of conducting an election in the Municipal District of Mackenzie No. 23, the municipal council is hereby granted approval for the passing of a bylaw authorizing the designation of more than one voting station per voting subdivision for the 2001 general election.

Dated at Edmonton, Alberta, this 20 day of August, 2001.

for 

Guy Boutilier
Minister of Municipal Affairs



M.D. of Mackenzie No. 23

Request For Decision

Meeting:	Regular Council
Meeting Date:	September 4, 2001
Originated By:	Eva Schmidt, Executive Assistant
Title:	October 2001 Municipal Election – Advance Vote
Agenda Item No:	11b)

BACKGROUND / PROPOSAL:

The M.D. of Mackenzie is conducting Municipal Elections on October 15, 2001.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The Local Authorities Election Act section 73 (1) states that “an elected authority may by resolution provide for holding an advance vote on any vote to be held in an election”.

COSTS / SOURCE OF FUNDING:

RECOMMENDED ACTION (by originator):

That the M.D. of Mackenzie conduct an advance vote for the 2001 Municipal Election in accordance with the Local Authorities Election Act, and that all four M.D. offices be open for advance voting from 1 p.m. to 4 p.m. on Wednesday, October 10, 2001.

Review:	Dept.	C.A.O. 
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M.D. of Mackenzie No. 23



Request For Decision

Meeting:	Regular Council
Meeting Date:	September 4, 2001
Originated By:	Harvey Prockiw, CAO
Title:	AAMD&C Fall 2001 Convention AUMA 2001 Convention
Agenda Item No:	11 c)

BACKGROUND / PROPOSAL:

The AAMD&C Fall 2001 Convention is scheduled for November 19 – 22, 2001 and the AUMA Fall Convention is scheduled for November 12 – 14, 2001.

AAMD&C has sent a number of forms to be completed and sent back. Also, the M.D. of Mackenzie has scheduled a Council meeting for Tuesday, November 20, which conflicts with the convention.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The Long Service List needs to be updated, only Betty Bateman and Bill Neufeld's names appear from our M.D. I'm sure there should be more, such as Walter Sarapuk? Secondly, we need to submit reservation and credential forms. I suggest that Councillors submit their names if they are planning to attend and we will make the necessary changes immediately after election.

COSTS / SOURCE OF FUNDING:

- Honourariums and expenses.

Expenses to be funded from the Travel & Subsistence budget (02-11-211).


RECOMMENDED ACTION (by originator):

Motion 1:

That the Reeve and Councillors be authorized to attend the AAMD&C Fall 2001 Convention scheduled for November 19 – 22, 2001 as well as the AUMA Fall Convention scheduled for November 12 – 14, 2001 in Edmonton.

Motion 2:

That the November 20, 2001 Council meeting be cancelled and that the meeting be re-scheduled for Tuesday, November 27, 2001 in High Level with the Committee of the Whole meeting commencing at 4:00 p.m. and the Regular Council meeting at 7:00 p.m.

Review:	Dept.	C.A.O. 
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ALBERTA ASSOCIATION of MUNICIPAL DISTRICTS & COUNTIES

4504 - 101 STREET • EDMONTON ALBERTA T6E 5G9 • TELEPHONE: (780) 436-9375 FAX: (780) 437-5993

Website: www.aamdc.com

LARRY GOODHOPE - Executive Director

August 15, 2001

To All AAMD&C Members:

I am pleased to enclose the following information with respect to the AAMD&C Fall 2001 Convention:

- 1) Convention Call;
- 2) "Draft" Convention Program;
- 3) Credentials Form - Please return by **October, 19, 2001;**
- 4) Hotel Reservation Form - Please return by **October 19, 2001;**
- 5) Partners/ Accompanying Guests Form - Please return by **October 19, 2001;**
- 6) In Memoriam - Please return by **September 10, 2001;** and
- 7) Long Service List - Please return by **September 10, 2001.**

Please ensure that all applicable convention forms are submitted to the AAMD&C office by the dates indicated above. The Convention Program is still in the "draft" form, however, we will include the final Program in the registration packages.

We have appointed Air Canada as the official airline for our Fall 2001 Convention. To take advantage of special discount airfares, simply contact Air Canada's North America toll free number at 1-800-361-7585 or local number 514-393-9494 or your travel agent. Our convention number is CV239635, which you will need to advise the representative when making your flight arrangements.

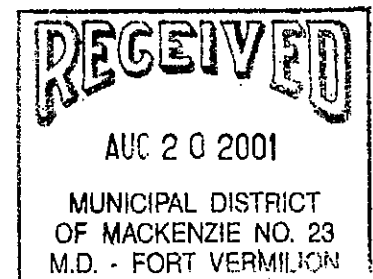
If you have any questions regarding the enclosed information, please do not hesitate to contact our office.

Sincerely,



Larry Goodhope
Executive Director

Att.



CONVENTION CALL

FALL 2001

This is to advise that the Fall 2001 Convention of the Alberta Association of Municipal Districts and Counties will be held at the Coast Terrace Inn and Delta Edmonton South from November 19 to November 22, 2001 in Edmonton.

With the Municipal General Elections this year, the convention program will begin with the Councillor Orientation Sessions on Monday, November 19th at 10:00 a.m. in the Jubilee Ballroom at the Coast Terrace Inn. Please ensure to take this change into account when completing the Hotel Registration Form.

The Annual General Meeting will begin on Monday, November 19th at 7:00 p.m. in the Jubilee Ballroom at the Coast Terrace Inn and the official Opening Ceremonies will be held on Tuesday, November 20th at 8:30 a.m. in the same location. We have included a "draft" copy of the Convention Program for your reference.

REPRESENTATION AT THE CONVENTION

Bylaw 5 - Reads as follows:

- "a) All membership dues must be paid in order to entitle a full member or affiliate member to representation at any convention.
- b) Any members or affiliate members, having paid their membership fees in full, may send any number of delegates to the annual convention, but such number shall not exceed the number of its councillors. Each delegate must furnish credentials duly signed by the Chief Elected Officer and Chief Administrative Officer of his or her municipality, or in the case of affiliate members, the Chair of their Advisory Council and their Chief Administrative Officer.
- c) Councillors or officers of members or affiliate members of the Association, who are not delegates, may attend the convention, and shall have the privilege of the floor in debate, but shall not be entitled to vote."

MEMBERSHIP FEES

Bylaw 2 - Reads as follows:

- "c) In all cases, the fee shall be paid to the treasurer of the Association and shall be due and payable September 1st of each year."

REGISTRATION AND FEES

We are very excited to inform you that we have created a link on the AAMD&C Website (www.aamdc.com) specifically for conventions and this link will be available for your access on Monday, August 20th. You will now have the option to register on-line opposed to faxing or mailing in the four registration/information forms that we require completed for Convention, which are the In Memoriam, Credentials, Hotel Registration and Partners/Accompanying Guests forms. The "draft" Convention Program will also be available and the Program will be occasionally updated prior to Convention with any major changes. The final Convention Program will be included in the delegate packages.

Should you have any questions or difficulties with this new on-line registration, please feel free to contact Darla Zuk at (780) 436-9375 and she will be glad to assist you. If you choose not to utilize the on-line registration for convention, we have attached these forms for your completion and submission. Please note that the on-line registration is a pilot project and will be reviewed after this convention to ensure that it meets the needs of our members and your Association. Please ensure to include any comments and/or suggestions on the new on-line registration in the Convention Evaluation that is circulated after Convention.

Registration will begin on Monday, November 19th at 8:00 a.m. until 6:00 p.m. in the foyer to the Jubilee Ballroom on Level P2 of the Coast Terrace Inn. The registration desk will reopen on Tuesday, November 20th at 7:00 a.m. in the same location and will remain there for the duration of the Convention.

As in previous years, we will invoice each jurisdiction for registration fees after convention. As yet, the registration fee has not been determined, but will be arrived at when all expenses are known. We are committed to keeping the registration fee as reasonable as possible. If you wish to have your Public Works personnel or any other staff member participate in the social functions, they must register.

HOTEL REGISTRATION

We conducted a member survey on convention hotel allocation after the Spring 2001 Convention and the results supported that we remain with the current hotel allocation system, which is a rotational process. Please refer to the Fall 2001 Hotel Rotation list that is noted later in this document. With respect to the overflow accommodations, the survey results supported that we remain with the four hotels previously utilized for our conventions.

Hotel guestrooms have been reserved respectively at the Coast Terrace Inn (main hotel), Delta Edmonton South, Greenwood Inn and Travelodge South for the Fall 2001 Convention. Hotel rates have been secured at the above mentioned hotels as follows:

The Coast Terrace Inn

4440 Calgary Trail North
Edmonton, Alberta T6H 5C2
Toll Free: 1-888-837-7223
Tel: (780) 437-6010 Fax: (780) 431-5804

\$92.00 Single/double occupancy (two queen or one king)
\$191.00 Executive suite (accommodates 20 people reception style) - seven available

Delta Edmonton South

4404 Calgary Trail

Edmonton, Alberta T6H 5C2

Toll Free: 1-800-661-1122

Tel: (780) 434-6415 Fax: (780) 436-9247

- \$99.00 Single/double or triple/quad occupancy (Standard)
- \$109.00 Single/double or triple/quad occupancy (Signature Service)
- \$195.00 King suites (separate sitting area) - four available
- \$285.00 Bi-level Suites (bedroom in loft with living room/ dining room) - four available

Note: Delta Edmonton South has implemented two new options to check out, which are the Video Check Out and Express Check Out. These services have been made available to enhance the efficiency of their check out process. For further details, please inquire when you check in to the hotel.

Greenwood Inn

4485 Calgary Trail N.B.

Edmonton, Alberta T6H 5C3

Toll Free: 1-888-233-6730

Tel: (780) 431-1100 Fax: (780) 437-3455

- \$89.00 Single (one queen bed)
- \$99.00 Double occupancy (two queen beds)
- \$189.00 Suites (separate sitting area) - three available

Travelodge South

10320 - 45 Avenue

Edmonton, Alberta T6H 5K3

Tel: (780) 436-9770

Fax: (780) 436-3529

- \$69.00 Single/double occupancy
- No suites available

Provincial room tax of 5% plus 7% GST will apply to the above guestroom rates. Check in time is 3:00 p.m. and check out time is 12:00 Noon. Parking is available at all four facilities at no charge.

HOTEL RESERVATION FORM

The hotel reservation form is enclosed and will also be available on the AAMD&C website for on-line registration effective Monday, August 20th. If you choose not to register on-line, please complete the attached form and return it to the AAMD&C office, attention: Darla Zuk, by mail or fax prior to Monday, October 19, 2001. This is the same deadline for the on-line registration. Due to our contractual obligation with the hotels, this information must be received at the AAMD&C office by the deadline noted above.

We will utilize respectively the Coast Terrace Inn (main), Delta Edmonton South, Greenwood Inn and Travelodge South for our meeting and guestrooms requirements. We will use the Hotel Rotation List below to coordinate your guestroom requirements. Please note that there is a separate Rotation List for the Fall and Spring Conventions.

Last year, just a few days before the Fall 2000 Convention, we were informed by the main hotel that they had oversold the hotel and asked that we relocate forty guestrooms from their hotel. The only hotel with available guestrooms was the fourth hotel on rotation. We contacted some of our members and were able to relocate forty individuals. We promised these jurisdictions that agreed to relocate that we would place them back on the top of this year's rotation list, as to not lose their opportunity to be in the main hotel. We would like to extend our sincere thanks to these members for their understanding and gracious acceptance to help us out of a very difficult situation.

FALL 2001 HOTEL ROTATION

- | | | |
|--------------------------------|-------------------------------|------------------------------|
| 1) M.D. of Willow Creek | 24) Ponoka County | 47) Yellowhead County |
| 2) M.D. of Peace | 25) County of Paintearth | 48) County of Barrhead |
| 3) M.D. of Acadia | 26) County of Athabasca | 49) Leduc County |
| 4) County of Minburn | 27) County of Newell | 50) M.D. of Wainwright |
| 5) Mountain View County | 28) M.D. of Smoky River | 51) County of Camrose |
| 6) Sturgeon County | 29) Strathcona County | 52) Kneehill County |
| 7) M.D. of Foothills | 30) Red Deer County | 53) M.D. of Fairview |
| 8) Lacombe County | 31) Lac Ste. Anne County | 54) County of Stettler |
| 9) Birch Hills County | 32) M.D. of Pincher Creek | 55) M.D. of Bighorn |
| 10) Saddle Hills County | 33) Lamont County | 56) M.D. of Brazeau |
| 11) M.D. of Clear Hills | 34) M.D. of Spirit River | 57) M.D. of East Peace |
| 12) M.D. of Mackenzie | 35) Flagstaff County | 58) M.D. of Bonnyville |
| 13) M.D. of Ranchland | 36) Special Areas | 59) Lakeland County |
| 14) M.D. of Lesser Slave River | 37) M.D. of Greenview | 60) County of Grande Prairie |
| 15) M.D. of Big Lakes | 38) M.D. of Provost | 61) County of Lethbridge |
| 16) M.D. of Northern Lights | 39) M.D. of Rocky View | 62) County of St. Paul |
| 17) M.D. of Opportunity | 40) County of Forty Mile | 63) Westlock County |
| 18) County of Warner | 41) Cardston County | 64) Vulcan County |
| 19) Beaver County | 42) Parkland County | 65) Clearwater County |
| 20) Woodlands County | 43) Starland County | 66) M.D. of Taber |
| 21) Wheatland County | 44) Smoky Lake County | 67) Cypress County |
| 22) County of Thorhild | 45) County of Two Hills | |
| 23) County of Wetaskiwin | 46) County of Vermilion River | |

ROOM CONFIRMATIONS & CANCELLATIONS

In order to eliminate the need to supply a credit card for individual guestrooms, we have been given authorization to use the custom Hotel Reservation Form, which we have developed to protect both the hotels and the Association.

Your guaranteed reservations with the individual confirmation numbers for your jurisdiction will be sent to your office via facsimile once all hotel guestrooms have been assigned by the respective hotel in late October or early November.

Due to the continuous adjustments required to the vast amount of hotel guestrooms prior to Convention, we implemented a new process with respect to changes, cancellations and/or additions to hotel reservations. AAMD&C will still utilize the current rotational system for allotment to the various hotels, however, once we forward via facsimile the confirmation numbers to your office, each jurisdiction will be responsible for any changes, cancellations and/or additions to their guestroom allotment. For your convenience, we have included the hotel toll free numbers for each hotel, as noted previously. AAMD&C will not be responsible for making any of these changes on your behalf after the confirmation numbers have been assigned. As these adjustments will be made directly by your office, AAMD&C will not be held responsible for any no shows or errors to your rooming block. Should you have any difficulties making adjustments to your room block, please contact Darla Zuk, AAMD&C, at (780) 436-9375, and she will gladly assist you in resolving any issues with the hotels.

SUITE ASSIGNMENT

In recent years, we have had numerous requests for suites and the requests have exceeded the number of suites available. As a result, some conflicts have arisen relative to the assignment of the suites. Please note that the suites will be assigned on the same rotation basis as the regular guestrooms. We hope that this process will give all members the opportunity to access the limited suites.

CREDENTIALS FORM

The credentials form is enclosed and will also be available on the AAMD&C website for on-line registration effective Monday, August 20th. If you choose not to register on-line, please complete the attached form and return it to the AAMD&C office, attention: Darla Zuk, by mail or fax prior to Monday, October 19, 2001. This is the same deadline for the on-line registration. This will ensure that voting privileges are extended to all delegates. For clarity, we would ask that you print or type in the names of the attendees on this form.

CONVENTION PROGRAM

We have enclosed the "draft" program for the Fall 2001 Convention, and it will also be available on the AAMD&C website effective Monday, August 20th. The Convention Program on our website will be updated occasionally with any major changes prior to convention, and the final Program will be included in the registration packages for all delegates.

PARTNERS' PROGRAM

The Partners' Program has not been finalized, but we will forward details as soon as they become available. We have secured 180 seats for the Mayfield Inn Dinner Theatre on Wednesday, November 21st. This year's show is *The British Invasion*, which is filled with humor and some of the hottest singing and dancing on stage, which is complimented by their renowned buffet. This is an event that your partners and/or accompanying guests will not want to miss. Please note that the Partners' Program registration fee is for the complete program and individual events will not be available for ticket purchase with the exception of the Association's Social Evening to be held Wednesday, November 21st. The Association's Social Evening tickets are part of both the delegate and partner registration fees but can also be purchased individually at the Registration Desk during Convention.

PARTNERS/ACCOMPANYING GUESTS FORM

The registration form is enclosed and will also be available on the AAMD&C website for on-line registration effective Monday, August 20th. If you choose not to register on-line, please complete the attached form and return it to the AAMD&C office, attention: Darla Zuk, by mail or fax prior to Monday, October 19, 2001. This is the same deadline for the on-line registration. As we had to pay in advance for these tickets and the value of the tickets, please ensure to complete this portion on the Partners/Accompanying Guests form.

LONG SERVICE LIST

We are in the process of updating our Long Service List for our Fall 2001 Convention Handbook. As per the attached list, we have made the changes according to our records. If there are any adjustments or if you have additional names to include for councillors and/or administrators who now have 9 or more years of municipal service, please send the updates via fax or mail to the AAMD&C Office, attention: Darla Zuk, prior to Monday, September 10, 2001. This list has not been included in the on-line registration on the AAMD&C website and all changes and/or additions must be sent via fax and/or mail to our office. Please note that pins are given at 9, 15, 20, 25, 30, 35 and 40 years of municipal service and plaques are given at 25 years of service.

REEVES'/MAYOR MEETING

A Reeves'/Mayor meeting will be held in conjunction with the Fall 2001 Convention commencing at 4:00 p.m. on Monday, November 19th. The meeting will be held in the Imperial Ballroom, Level P1, The Coast Terrace Inn. The Agenda will be sent under separate cover prior to Convention.

MUNICIPAL SUPERVISORS

The Alberta Municipal Supervisor's Association (AMSA) is scheduled to meet on November 20-22, 2001. AMSA will contact its members directly relative to their program and meeting locations.

EXECUTIVE ELECTIONS

As per the amendment to the AAMD&C Bylaws that was approved by the delegates at the Spring 2000 Convention, elections for AAMD&C Executive members at the Fall 2001 Convention will all take place on Wednesday, November 21st, according to the following schedule:

Nominations for President	9:00 a.m.
Election of President	11:30 a.m.
Nominations for Vice President	1:00 p.m.
Election of Vice President	3:30 p.m.
Nominations and Election of District Directors	4:00 p.m.

Note that elections will take place at the Fall 2001 Convention for Directors for District 2 (Central), District 3 (Pembina) and District 5 (Edmonton East). Separate meeting rooms will be arranged for the District elections and noted in the Convention Program.

HANDLING OF RESOLUTIONS

Bylaw 6(l) Reads:

"Resolutions from individual members shall be in the hands of the Executive Director at least four weeks prior to all conventions." Thus, the deadline for resolutions to be in our office will be Monday, October 22, 2001. "Resolutions passed at a duly constituted District Meeting shall be in the hands of the Executive Director at least two weeks prior to all conventions."

HANDLING OF EMERGENT RESOLUTIONS

Bylaw 6(l) Reads:

"An emergent resolution, defined as one submitted after the deadline aforementioned, on a subject or problem that has arisen subsequent to the deadlines and not endorsed at a district meeting may be accepted at the pleasure of the convention." (600 copies required).

To be considered "emergent", a resolution must meet the following criteria:

- it must deal with an issue of significance to rural municipalities which arises after the deadline for submission of resolutions and before the date of the Convention; and
- members must agree that the issue requires debate prior to the next AAMD&C Convention due to a deadline for action or response.

LATE RESOLUTIONS

Bylaw 6(l) Reads:

"Resolutions received after the deadlines aforementioned and not falling under the definition of an emergent resolution will not be dealt with."



FALL 2001 CONVENTION "DRAFT" PROGRAM



MONDAY, NOVEMBER 19TH

8:00 a.m. - 6:00 p.m.

REGISTRATION/INFORMATION DESK

Foyer to Jubilee Ballroom, Level P2, Coast Terrace Inn

10:00 a.m.

COUNCILLOR ORIENTATION SESSION

Jubilee Ballroom, Level P2, Coast Terrace Inn

- Orientation to AAMD&C
 - Policy and Communication
 - Trade Division
- Insurance
- Society of Local Government Managers (SLGM)
- Mock Council (Brownlee Fryett & AAMD&C Board)
- Conflict of Interest
- Council Conflict Resolution
- Governance
- Legislation

12:00 p.m.

SOUP AND SANDWICH LUNCHEON

Jubilee Ballroom, Level P2, Coast Terrace Inn

1:00 p.m.

COUNCILLOR ORIENTATION SESSION (CONTINUED)

4:00 p.m.

REEVES'/MAYOR MEETING

Imperial Ballroom, Level P1, Coast Terrace Inn

7:00 p.m.

ANNUAL MEETING

IN MEMORIAM

SPECIAL RECOGNITION

- Scholarship Recipients
- R.W. Hay Administrators' Award

MONDAY, NOVEMBER 19TH (CONTINUED)

PRESENTATION OF ANNUAL REPORTS

Jubilee Ballroom, Level P2, Coast Terrace Inn

President's Report
Executive Report
Financial Statements

- AAMD&C
- Jubilee Insurance Agencies Ltd.

ADDRESS: HONOURABLE PAUL MARTIN (TENTATIVE)
Federal Minister of Finance

8:00 p.m.- 9:30 p.m.

WINE & CHEESE RECEPTION (TENTATIVE)

Courtesy of: TBA

Imperial Ballroom, Level P1, Coast Terrace Inn

TUESDAY, NOVEMBER 20TH

7:00 a.m. - 8:30 a.m.

BUFFET BREAKFAST

Courtesy of: TBA

Atrium Café, Main Level, Coast Terrace Inn

7:00 a.m. - 4:30 p.m.

REGISTRATION/INFORMATION DESK

Foyer to Jubilee Ballroom, Level P2, Coast Terrace Inn

8:30 a.m.

OPENING CEREMONIES

O Canada - Led by: TBA

Pianist - TBA

Jubilee Ballroom, Level P2, Coast Terrace Inn

INVOCATION

Led by: TBA

WELCOMING ADDRESSES

- **MAYOR (TENTATIVE)**
City of Edmonton
- **HONOURABLE GUY BOUTILIER (TENTATIVE)**
Minister of Municipal Affairs

TUESDAY, NOVEMBER 20TH (CONTINUED)

WELCOMING ADDRESSES (CONTINUED)

- HONOURABLE ANNE MCLELLAN (TENTATIVE)
Federal Minister of Justice
- HONOURABLE LOIS HOLE (TENTATIVE)
Lieutenant Governor of Alberta

INTRODUCTION OF FRATERNAL DELEGATES

KEYNOTE SPEAKER - TBA

10:00 a.m.

REFRESHMENTS AVAILABLE IN VARIOUS WORKSHOPS
Courtesy of Rural Committee of CEA (Tentative)

- EXH
- UMA
- Stewart, Weir
- Amec Infrastructure

10:30 a.m.

WORKSHOPS - CONCURRENT

TOPIC: TBA
Location: TBA

TOPIC: TBA
Location: TBA

TOPIC: TBA
Location: TBA

TOPIC: TBA
Location: TBA

TOPIC: TBA
Location: TBA

INTERNET TRAINING FOR ELECTED OFFICIALS
Gallery 1 Meeting Room, Level P2, Coast Terrace Inn
Gallery 2 Meeting Room, Level P2, Coast Terrace Inn

12:00 p.m.

BUFFET LUNCHEON

Courtesy of Rural Committee of CEA (Tentative)

- EXH
- UMA
- Stewart, Weir
- Amec Infrastructure

TUESDAY, NOVEMBER 20TH (CONTINUED)

- 1:00 p.m. **RESOLUTIONS SESSION**
Jubilee Ballroom, Level P2, Coast Terrace Inn
- 2:00 p.m. **TBA**
- 2:30 p.m. **REFRESHMENTS AVAILABLE IN VARIOUS WORKSHOPS**
 Courtesy of Sharek Reay (Tentative)
- 3:00 p.m. - 4:30 p.m. **WORKSHOPS - CONCURRENT**
- TOPIC: TBA**
 Location: TBA
- TOPIC: TBA**
 Location: TBA
- TOPIC: TBA**
 Location: TBA
- TOPIC: TBA**
 Location: TBA
- TOPIC: TBA**
 Location: TBA
- INTERNET TRAINING FOR ELECTED OFFICIALS**
 Gallery 1 Meeting Room, Level P2, Coast Terrace Inn
 Gallery 2 Meeting Room, Level P2, Coast Terrace Inn
- 4:30 p.m. - 12:00 a.m. **HOSPITALITY SUITES**
 Various locations (refer to registration package)
 Delta Edmonton South - Floor 2/Coast Terrace Inn
- 6:30 p.m. - 9:00 p.m. **SOCIAL EVENING**
 Courtesy of Finning (Tentative)
 Grande Ballroom, Delta Edmonton South

WEDNESDAY, NOVEMBER 21ST (CONTINUED)

3:30 p.m.

ELECTION OF VICE PRESIDENT

4:00 p.m.

ELECTION OF DISTRICT DIRECTORS

- *District 2*
Edmond's Room, Main Floor, Coast Terrace Inn
- *District 3*
Location: TBA
- *District 5*
Location: TBA

6:30 p.m.

ASSOCIATION SOCIAL EVENING

Jubilee Ballroom, Level P2, Coast Terrace Inn

THURSDAY, NOVEMBER 22ND

7:00 a.m. - 8:30 a.m.

BUFFET BREAKFAST

Atrium Café, Main Level, Coast Terrace Inn

8:00 a.m. - 11:00 a.m.

REGISTRATION/INFORMATION DESK

Foyer to Jubilee Ballroom, Level P2, Coast Terrace Inn

8:30 a.m.

ADDRESS: DR. KEN NICOL (TENTATIVE)

Provincial Leader, Official Opposition

8:45 a.m.

TBA

9:15 a.m.

BREAK FOR REFRESHMENTS

Courtesy of Strongco Equipment (*Tentative*)

THURSDAY, NOVEMBER 22ND (CONTINUED)

9:30 a.m. to 11:30 a.m.

MINISTERIAL FORUM

MODERATED BY: HONOURABLE GUY BOUTILIER (TENTATIVE)

Minister of Municipal Affairs

Jubilee Ballroom, Level P2, Coast Terrace Inn

FORUM PARTICIPANTS (TENTATIVE):

Honourable Shirley McClellan

Deputy Premier, Minister of Agriculture, Food & Rural
Development

Honourable Pearl Calahasen

Minister of Aboriginal Affairs and Northern Development

Honourable Iris Evans

Minister of Children's Services

Honourable Gene Zwozdesky

Minister of Community Development

Honourable Mark Norris

Minister of Economic Development

Honourable Murray Smith

Minister of Energy

Honourable Lorne Taylor

Minister of Environment

Honourable Pat Nelson

Minister of Finance

Honourable Ron Stevens

Minister of Gaming

Honourable Dave Coutts

Minister of Government Services

Honourable Gary Mar

Minister of Health & Wellness

FORUM PARTICIPANTS (CONTINUED):

Honourable Clint Dunford
Minister of Human Resources & Employment

Honourable Ty Lund
Minister of Infrastructure

Honourable Victor Doerksen
Minister of Innovation & Research

Honourable Halvar Jonson
Minister of International and Intergovernmental Relations

Honourable David Hancock
Minister of Justice and Attorney General

Honourable Dr. Lyle Oberg
Minister of Learning

Honourable Greg Melchin
Minister of Revenue

Honourable Stan Woloshyn
Minister of Seniors

Honourable Heather Forsyth
Solicitor General

Honourable Mike Cardinal
Minister of Sustainable Resource Development

Honourable Ed Stelmach
Minister of Transportation

THURSDAY, NOVEMBER 22ND (CONTINUED)

11:15 a.m. CLOSING ADDRESS: HONOURABLE RALPH KLEIN (TENTATIVE)
Premier of Alberta

11:45 a.m. UNFINISHED BUSINESS
Grande Door Prize Draw
The Queen

12:00 Noon LUNCHEON - MEET MEMBERS OF CABINET AND MLAS
Presentation of Long Service Awards
Grande Ballroom, Main Level, Delta Edmonton South

ALBERTA ASSOCIATION OF MUNICIPAL DISTRICTS AND COUNTIES
 FALL 2001 CONVENTION
 NOVEMBER 19 - NOVEMBER 22, 2001
 THE COAST TERRACE INN/ DELTA EDMONTON SOUTH

CREDENTIALS FORM

Please return the completed Credentials Form to our office by Friday, October 19, 2001.

LIST COUNCILLORS - DO NOT LIST ADMINISTRATORS UNLESS A VOTING DELEGATE.

Last Name	First Name	Title	For Use at Convention

OTHER NON-DELEGATES AUTHORIZED TO ATTEND (C.A.O., P.W. SUPT., ETC.)

Last Name	First Name	Title	For Use at Convention

Jurisdiction: _____

Signature of
Chief Elected Officer:

Signature of
Chief Administrative Officer:

ALBERTA ASSOCIATION OF MUNICIPAL DISTRICTS AND COUNTIES
 FALL 2001 CONVENTION
 NOVEMBER 19 - NOVEMBER 22, 2001
 THE COAST TERRACE INN/ DELTA EDMONTON SOUTH

IN MEMORIAM FORM

The Association has for many years recorded the passing of councillors and administrators of the municipal districts and counties in our annual handbook. May we please have the names of your councillors and administrators (past and present) who have passed away during this past year. Using the form below please state clearly their position, i.e. Reeve, Councillor, Administrator, etc. A copy of the handbook will be sent to the next of kin.

Please forward this information prior to Monday, September 10, 2001.

Name		Date Deceased:
Position		
Served	From	To
Name of Relative (Next of Kin)		
Address		

Name		Date Deceased:
Position		
Served	From	To
Name of Relative (Next of Kin)		
Address		

Name		Date Deceased:
Position		
Served	From	To
Name of Relative (Next of Kin)		
Address		

Name		Date Deceased:
Position		
Served	From	To
Name of Relative (Next of Kin)		
Address		

Jurisdiction:

Signature of Chief Administrative Officer:

2001 MASTER LONG SERVICE LIST FOR CONVENTION HANDBOOK

M.D. of Acadia		M.D. of Brazeau	
Albert McFadyen	19		
Murray Peers (Sec. Treas.)	25	County of Camrose	
Kenneth Shubert	18	Jack Lyle	12
		Vern Peterson	12
County of Athabasca		Cardston County	
Arno Birkigt	12	Terry Helgeson	21
Berkley Ferguson	21		
Ches Flasha	23	M.D. of Clear Hills	
Lorraine Gislason	12	Mike Radzick	12
Edgar Koehler	12		
Jim Woodward (Co. Mgr.)	17	Clearwater County	
		Brian Irmen (Mun. Mgr.)	23
County of Barrhead		Russell King	21
Diane Begert (Dir. Fin./Admin.)	18		
Arnold Koberstein	35	Cypress County	
Dave Tupper	12	Everett Burk	12
Dale Uhrbach (Co. Mgr.)	21	Floyd Haas	27
George Visser	15	Jo Van Ooyen	12
Les Zylinski	12	Jack Osadczyk	19
		LeRay Pahl	15
Beaver County		Lutz Perschon (Mun. Mgr.)	26
Margaret Jones	13	George Russill	12
Dennis Miciak	13		
Ronald Pepper (C.A.O.)	31	M.D. of East Peace	
		Gilles Bouchard	32
M.D. of Big Lakes		Walter Gacek	18
John Eriksson (C.A.O.)	19		
Guy L'Heureux	21	M.D. of Fairview	
		Walter Doll	15
M.D. of Bighorn			
		Flagstaff County	
Birch Hills County		A. Glen Freadrich	15
Ben Boettcher	22	Floyd Hihn	12
Shirley Emerson	11	Glen Miller	16
Nick Manzulenko	20	Gerald Stayura	15
		Jim Tindall	12
M.D. of Bonnyville		M.D. of Foothills	
Robert A. Doonanco (Mun. Mgr.)	32	Harry Riva Cambrin (Mun. Mgr.)	24
Romeo Lauzon	12	Flores Groeneveld	12
Yves Levasseur	15	Roy McLean	12
John Zabolchuk	21	Bill Robinson (Mun. Treasurer)	16

County of Forty Mile
Leonard Mitzel 12

County of Grande Prairie
Roy Borstad 12
Richard Harpe 15
Patricia Jacobs 12
Brock Smith 15

M.D. of Greenview
Rennie Cauchie 12
Tony Yelenik 12

Kneehill County
Otto Hoff 21
Richard M. Vickery 12

Lac Ste. Anne County
Len Szybunka (Mun. Admin.) 26
Bonnie Weldon (Asst. Admin.) 18

Lacombe County
Terry Hager (Co. Comm.) 25
August Liivam 27
Shirley Ramsay 15
George Weenink 15

Lakeland County
Andy Thompson 12

Lamont County

Leduc County
Ed Chubocha 15
Larry Majeski (Co. Mgr.) 32

M.D. of Lesser Slave River
Jake Ramme (C.A.O.) 15

County of Lethbridge
Hans Rutz 15

M.D. of Mackenzie
Bill Neufeld 21
Betty Bateman 21

County of Minburn
Sid Hinton 12
Edward P. Hlus 15
Ron Petruk 21
David Marynowich (Co. Mgr.) 22

Mountain View County
Diane Davies 12
Dave Derksen 21
Harold Johnsrude (Comm.) 23
Ben Penner 12
Tony Martens (Asst. Comm.) 18

County of Newell
Margaret Douglass 18
Vincent Fabian 32
Bernie Scheuerman 14

M.D. of Northern Lights
James McCracken 15

M.D. of Opportunity
Leo Alook 19
Paul Sinclair 12

County of Paintearth
Anna Rodvang 12

Parkland County
Phyllis Kobasiuk 12
James V. Simpson (Co. Comm.) 28

M.D. of Peace
Brian Grant 12
George Musa 12
Joyce Sydnes (Admin.) 23

M.D. of Pincher Creek

Ponoka County
Charlie Cutforth (Admin.) 24
Gawney Hinkley 12

M.D. of Provost	
Phil Hansen	15
Judy Larson (Asst. Admin.)	11
Iris McNalley (Admin.)	21
M.D. of Ranchland	
Mac Blades	18
Ronald Davis	18
Harry Streeter	16
Red Deer County	
Penny Archibald	12
Earl Kinsella	12
Maurice Lewis	15
M.D. of Rocky View	
Peter Kivisto (Mun. Mgr.)	22
Valerie Schmaltz (Dir. Admin.)	28
Saddle Hills County	
County of St. Paul	
Robert Bouchard	21
Robert Krawchuk (Co. Admin.)	25
Tim Mahdiuk (Asst. Co. Mgr.)	13
Smoky Lake County	
Dareld Cholak	13
Cary Smigerowsky (Co. Mgr.)	20
M.D. of Smoky River	
Andre Bremont	26
Donald Dumont	12
Lucien G. Turcotte (Admin.)	29
M.D. of Spirit River	
Evelyn Bzowy (Asst. Admin.)	18
Starland County	
Arthur H. Grenville	18
Barry McLeod	11
Ross Rawlusk (Mun. Admin.)	14
Don Thompson	12

County of Stettler	
Jack Hayden	12
George Klaus	12
Strathcona County	
Shirley Jolly	12
Sturgeon County	
Larry Kirkpatrick (Co. Comm.)	25
Frank Schoenberger	21
Gilbert Soetaert	15
M.D. of Taber	
Murray D. Brown	12
John F. Sekura Jr.	15
Cecil Wiest	36
County of Thorhild	
Lyle Kuzik	15
Nick Lazowski	18
County of Two Hills	
Gary Popowich (Co. Admin.)	31
County of Vermilion River	
Peter Green	12
David O. Haan	15
Glenda Thomas (Co. Admin.)	12
Richard Van Ee	18
Vulcan County	
Grant Lahd	15
M.D. of Wainwright	
Roland Larouche	18
Phil Valleau	27
Bruce Willerton	21
County of Warner	
Emma Hulit	15
Gordon Peterson	12
Lenore Rockenbach	12
Allan Romeril (Admin.)	14

Westlock County

Wyatt A. Glebe (Admin.)	27
Edward LeBlanc (Asst. Admin.)	16
Robert Jackson	15
Albert St. Louis	15

County of Wetaskiwin

Frank Coutney (Co. Admin.)	20
Leonard Olson	15
Wallace Wilson	21

Wheatland County

Ron Hansen	15
Ernie Maser (Co. Mgr.)	32

M.D. of Willow Creek

Dave Claypool	11
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Woodlands County

Douglas Borg	15
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Yellowhead County

Ken Albrecht	18
William Archibald	15
George Webster	12

M.D. of Mackenzie No. 23



Request For Decision

Meeting:	Regular Council
Meeting Date:	September 4, 2001
Originated By:	Harvey Prockiw, CAO
Title:	Alberta Tourism Travel Alberta Fall Industry Conference
Agenda Item No:	11 d)

BACKGROUND / PROPOSAL:

The Travel Alberta Fall Industry Conference is scheduled for November 4 – 6, 2001 at the Capri Centre in Red Deer.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Seminars and Workshops will cover topics such as partnerships and packaging, developing media and advertising opportunities, public/private community alliances and web marketing.

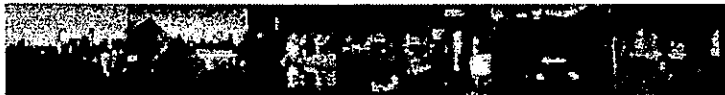
COSTS / SOURCE OF FUNDING:

- Early bird registration fee is \$245.03 per person (September 15th deadline).
 - Banquet tickets are \$75 per person.
 - Honourariums and expenses.
- Registration and tickets will be funded from the Membership/Conference Fees budget (02-11-214).
Expenses will be funded from the Travel & Subsistence budget (02-11-211)

RECOMMENDED ACTION (by originator):

That the Council member representing the M.D. of Mackenzie on the Mighty Peace Tourist Association be authorized to attend the Travel Alberta Fall Industry Conference scheduled for November 4 – 6, 2001 at the Capri Centre in Red Deer.

Review:	Dept.	C.A.O. 
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tourism together

Travel Alberta Fall Industry Conference
November 4 - 6, 2001 Capri Centre, Red Deer



registration form

Seminars and Workshops

- Partnerships and packaging
- Developing media and advertising opportunities
- Public/private community alliances
- Web marketing

and much more...

- Business-to-business networking
- Welcome reception
- Travel Alberta Round Tables
- Market updates
- Partnership opportunities
- Alto Tourism Awards
- Banquet Monday night

Plan now to attend

Conference begins at 5:00 p.m. on Sunday, Nov. 4 with all sessions being held at the Capri Centre in Red Deer.

Register today!

Registration fees from \$229. Watch for full registration packages in August.

Early Bird Prizes!

Win a weekend resort stay in Alberta.

tourismtogether.com

Log-on for program updates and conference news.

Great room rates!

The Capri Centre in Red Deer is offering an excellent industry room rate of \$76.00 per night, single or double. Reserve today 1 888 784 3088.

Conference Coordinator

Jean Silzer
320 - 1000 Centre Street North
Calgary, Alberta T2E 7W6
Tel 403 277 7377
Fax 403 277 1399
conference@tourismtogether.com

Travel Alberta

500, 999 - 8th Street SW
Calgary, Alberta T2R 1J5
Tel 403 297 2700
Fax 403 297 5068
info@travelalberta.com

Delegate Name(s)

1 _____ 2 _____
3 _____ 4 _____
5 _____ 6 _____

Organization _____

Address _____

City _____ Postal Code _____

Phone _____ Fax _____

Email _____

Registration Fee includes all seminars, meals, refreshment breaks, and Alto Awards Banquet.

Early Bird Fee * _____ \$229.00 + \$16.03 GST (7%) = \$245.03 X _____ = \$ _____
(before September 15th)

Extra Alto Awards _____ \$70.09 + \$4.91 GST (7%) = \$75.00 X _____ = \$ _____
Banquet tickets

Total: _____

* Early Bird delegates will be eligible to win an "Early Bird Getaway for Two".

Payment

Cheque/Money Order Visa Master Card American Express

Credit Card _____ Expiry Date _____

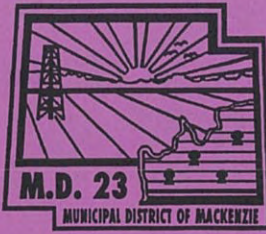
Name on Card _____ Authorized Signature _____

Confirmation will be sent upon receipt of payment. Please make cheques payable to Parcom Travel Marketing.

Please forward registration form with payment to:

Travel Alberta Fall Industry Conference 2001
c/o Details Convention & Event Management Inc.
320 - 1000 Centre Street North
Calgary, Alberta T2E 7W6
Fax 403 277 1399
Email conference@tourismtogether.com

M.D. of Mackenzie No. 23



Request For Decision

Meeting:	Regular Council
Meeting Date:	September 4, 2001
Originated By:	Harvey Prockiw, CAO
Title:	Northwest Alberta Resource Society Annual General Meeting
Agenda Item No:	11e7

BACKGROUND / PROPOSAL:

The Northwest Alberta Resource Society is holding their annual general meeting on September 12, 2001 in High Level. At this meeting, staff are recognized for their years of service.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:


The Northwest Alberta Resource Society has requested that the Reeve or a designate attend the annual general meeting and present the year of service awards to the staff of the Safe Home.

COSTS / SOURCE OF FUNDING:

Not applicable.

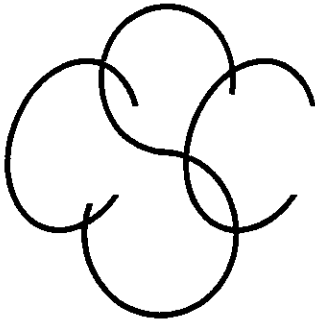
RECOMMENDED ACTION (by originator):

That Reeve Neufeld be authorized to attend the annual general meeting of the Northwest Alberta Resource Society on September 12, 2001 in High Level for the purpose of presenting the year of service awards to the staff of the Safe Home.

Review:	Dept.	C.A.O. 
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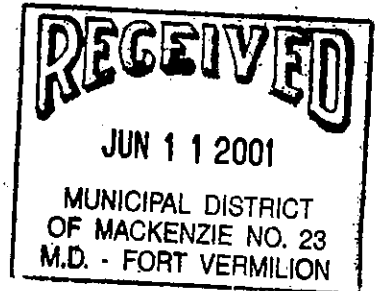
NORTHWEST ALBERTA
RESOURCE SOCIETY

BOX 396
HIGH LEVEL, ALBERTA
T0H 1Z0



June 9, 2001

Mr. Bill Neufeld, Reeve
M.D. of Mackenzie
Box 640
Fort Vermilion, Alberta
T0H 1N0



Dear Mr. Neufeld;

Each year the Northwest Alberta Resource Society recognizes the staff for the years of services they have dedicated to our programs. This takes place at the boards annual general meeting. We also try and ask local dignitaries to present these awards.

We would be honoured if you or your designate could attend the annual general meeting and present the year of service awards to the staff of the Safe Home. The date is September 12, 2001 in High Level. The evening will start at 6:00 pm with a meet and greet followed at 6:30 by supper and then our guest speaker and the meeting. We also invite you to stay for our evening of fun auctions after the business part of the evening is finished. Location has yet to be determined and we will get back to you regarding this.

Please let me know at your earliest convenience who will be attending, so that we can ensure all information is forwarded to them. Also, if no one is able to attend we will need time to find someone else.

If you have any questions please let me know. Thank you for your time and consideration.

Sincerely,

Pat Kulscar
President
Northwest Alberta Resource Society

M.D. of Mackenzie No. 23



Request For Decision

Meeting:	Regular Council
Meeting Date:	September 4, 2001
Originated By:	Harvey Prockiw, CAO
Title:	Northwestern Health Service Region Sod-turning Ceremony
Agenda Item No:	11 f)

BACKGROUND / PROPOSAL:

Northwestern Health Service Region has invited Council to attend the sod-turning ceremony for the new High Level Regional Health Centre at 2:00 p.m. on Wednesday, September 12, 2001.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

COSTS / SOURCE OF FUNDING:


- Honourariums and expenses.

RECOMMENDED ACTION (by originator):

That the Reeve and Councillors be authorized to attend the sod-turning ceremony for the new High Level Regional Health Centre at 2:00 p.m. on Wednesday, September 12, 2001.

Review:

Dept.

C.A.O. 

Northwestern Health Services Region

improving health,
promoting wellness

*You are cordially invited
to attend a sod-turning ceremony
for the new High Level Regional Health Centre.*

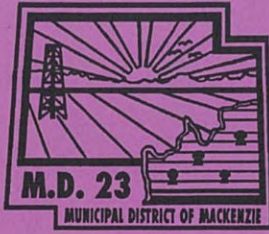
Date: Wednesday, September 12, 2001

*Place: High Level Regional Health Centre
site. 11202 - 100th Avenue*

Time: 2:00pm

RVSP to Barb Spurgeon, Executive Assistant at (708) 926-4385.

M.D. of Mackenzie No. 23



Request For Decision

Meeting:	Regular Council
Meeting Date:	September 4, 2001
Originated By:	Harvey Prockiw, CAO
Title:	Tolko Industries Ltd. Partners in the Community
Agenda Item No:	11 g)

BACKGROUND / PROPOSAL:

Tolko has invited Council to attend the ceremonies recognizing the Alberta Research Council and the University of Alberta as "Partners in the Community" on Tuesday, September 11, 2001 commencing at 5:30 p.m. at the University of Alberta – Stollery Centre in Edmonton.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

COSTS / SOURCE OF FUNDING:


- Honourariums and expenses.

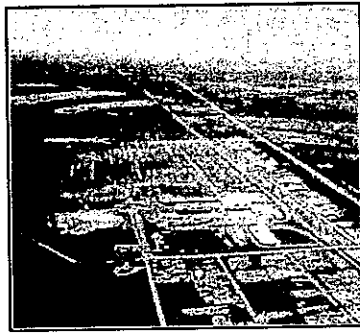
RECOMMENDED ACTION (by originator):

That the Reeve be authorized to attend the ceremonies recognizing the Alberta Research Council and the University of Alberta as "Partners in the Community" on Tuesday, September 11, 2001 commencing at 5:30 p.m. at the University of Alberta – Stollery Centre in Edmonton.

Review:

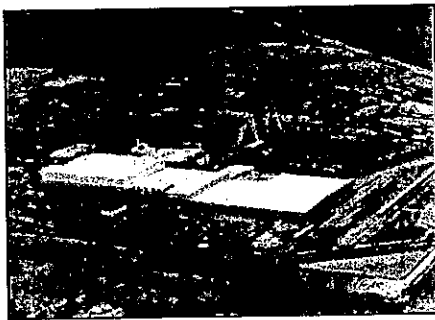
Dept.

C.A.O. 



*Tolko High Level Lumber Division
Alberta, Canada*

High Level Lumber Division is one of the largest lumber operations in Alberta. This sawmill has the capacity to produce 275 million board feet of dimension lumber annually, or the equivalent of 20,000 average Canadian homes. This Division employs over 300 people, with 500 additional contract loggers in winter months.



*Tolko High Prairie Division
Alberta, Canada*

Tolko's Oriented Strandboard (OSB) mill was completed in 1995 and currently employs 195 people. The facility remains unique in current and proposed technological innovation. In June 2000, Tolko celebrated the 6th Anniversary of the start of construction and recognized its partnership with the Alberta Research Council.

"Alberta partnerships for progressive technology"

Please join us as we recognize the
Alberta Research Council and the University of Alberta
our

"Partners in the Community"

Date: Tuesday, September 11, 2001

Time: 5:30 pm - 7:00 pm ~ cocktails and hors d'oeuvres
6:00 pm - 6:15 pm ~ presentations

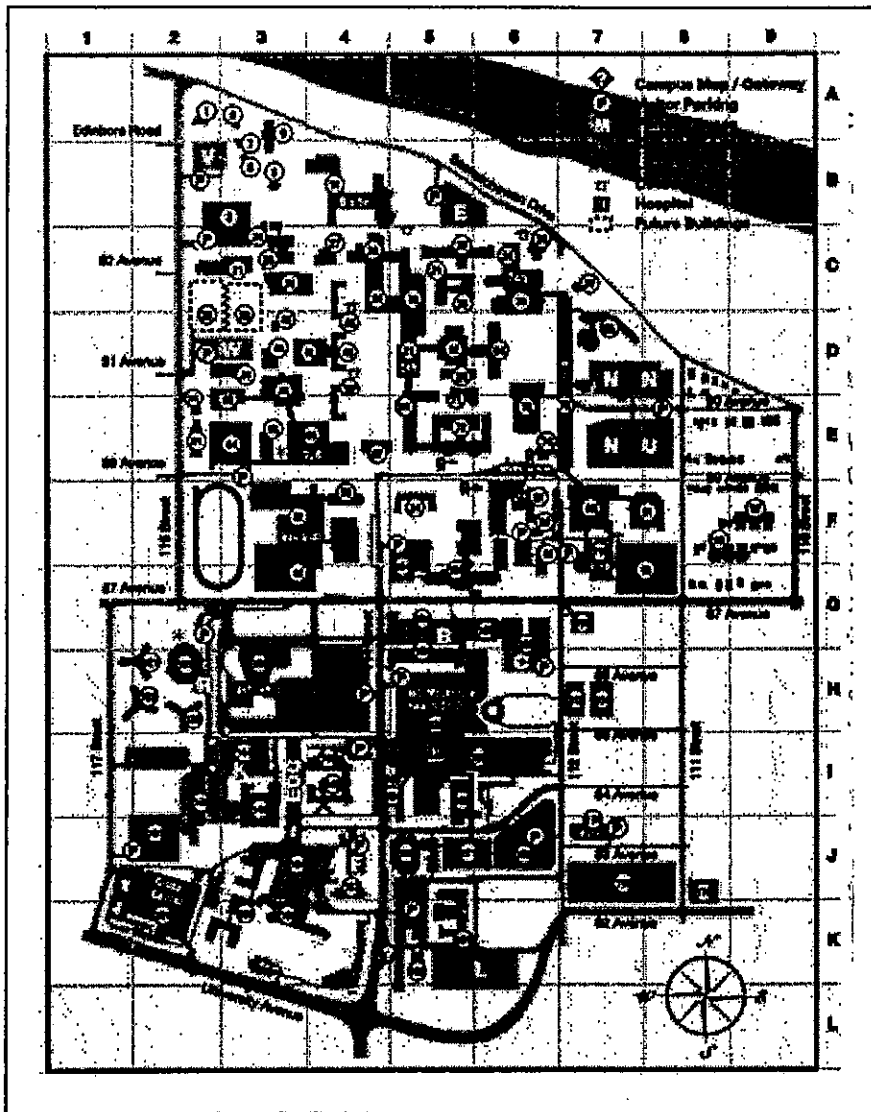
Location: University of Alberta - Stollery Centre
5th Floor, Faculty of Business Building
114 Street & Saskatchewan Drive, Edmonton, AB

Parking: Reserved parking in the U-Zone

~ R.S.V.P. ~

Deanna Sherk/Sheila Catlin ~ 250-545-4411
or email deanna_sherk@tolko.com
by Monday, August 17, 2001

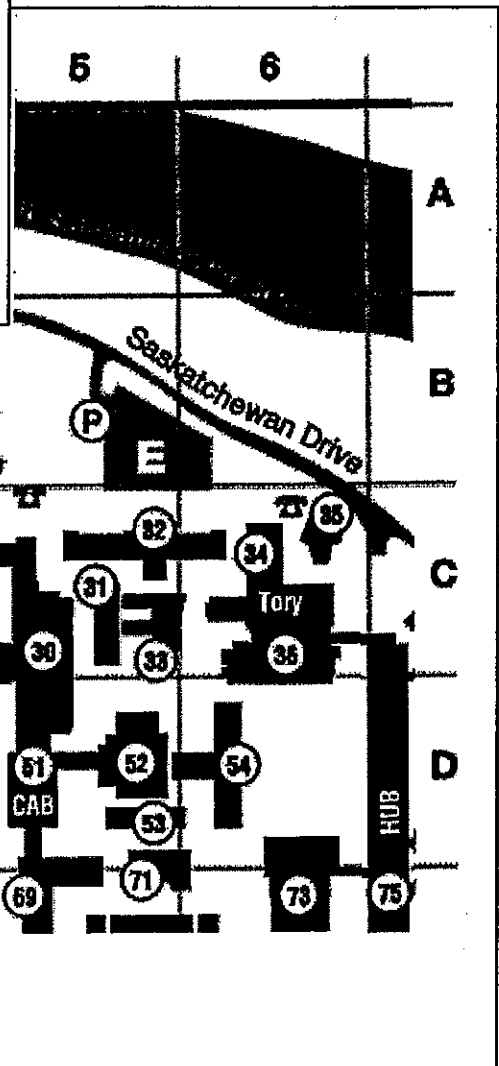
University of Alberta Campus Map



#36 - Business Building

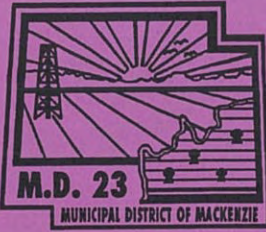
Street Address:
11211 Saskatchewan Drive

Reserved Parking in the U Zone



Partners in the Community
September 11, 2001
Stollery Center
5th Floor Faculty of Business Building
University of Alberta

M.D. of Mackenzie No. 23



Request For Decision

Meeting:	Regular Council
Meeting Date:	September 4, 2001
Originated By:	Harvey Prockiw, CAO
Title:	Recycling Council of Alberta – Conference and AGM
Agenda Item No:	11 h)

BACKGROUND / PROPOSAL:

The Recycling Council of Alberta has invited Council to attend their conference and annual general meeting at the Fantasyland Hotel, in Edmonton on September 19 – 21, 2001.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The conference will start with a breakfast and golf tournament on September 19 followed by tours of the Edmonton Waste Management Centre and Molson Breweries. Conference topics will include zero waste, the impact of source separation, reducing waste through green procurement, waste reduction on the ICI sector, waste auditing principles, rural recycling and the future of energy.

COSTS / SOURCE OF FUNDING:

- Honourariums and expenses. Hotel rooms starting @ \$99 per night.
- Registration fee @ \$500.
- Banquet tickets @ \$50 each.
- Golf Tournament Fees @ \$70 each.

Registration and tickets will be funded from the Membership/Conference Fees budget (02-11-214). Expenses to be funded from the Travel & Subsistence budget (02-11-211).

RECOMMENDED ACTION (by originator):

That the Reeve be authorized to attend the Recycling Council of Alberta conference and annual general meeting at the Fantasyland Hotel, in Edmonton on September 19 – 21, 2001.

Review:

Dept.

C.A.O.



Recycling Council
of Alberta

Conference

Zero Waste
& AGM
Fantasy?

Please copy this form to register each delegate.

Name _____
 Organization _____
 Address _____
 City, Province _____ Postal Code _____
 Phone _____ Fax _____
 Email _____

Registration Fee:	RCA Member	Non-member	
Early registration (before Aug.24)	\$345	\$425	\$ _____
Late registration	\$400	\$500	\$ _____
Early exhibit space (before Aug.24)	\$650	\$750	\$ _____
Late exhibit space	\$700	\$800	\$ _____
Additional Fantasy Evening tickets (registration includes 1 banquet ticket)		@ \$50	\$ _____
Golf Tournament Fees		@ \$70	\$ _____
		Subtotal	\$ _____
		GST (7%) R#137345070 (applies to all of the above)	\$ _____
		TOTAL ENCLOSED	\$ _____

Please indicate 1st tour choice*: Edmonton Waste Management Centre
 Molson Breweries I won't be taking a tour, thanks

* tour space is limited, so delegates will be assigned on a first-come, first-served basis.
 Mail completed registration to: Recycling Council of Alberta c/o Box 23, Bluffton, AB T0C 0M0
 or Fax to (403) 843-4156 or register Online at www.recycle.ab.ca Payment must be received prior to the start of the conference. Please make cheque payable to Recycling Council of Alberta. Notice of cancellation must be received in writing by September 7, 2001, after which time a \$50 cancellation fee will apply. Non-attendance will not constitute cancellation, and no refunds will be granted after September 14, 2001.

- Alberta Plastics Recycling Association
- Alberta Used Oil Management Association
- BioCycle Magazine
- Canadian Waste Services
- City of Calgary
- City of Edmonton
- Clorox
- Encompass Magazine
- Enmax
- EPIC
- Harvey Enterprise
- K.C. Environmental
- Molson Breweries
- Newtech Recycling Partnership
- Norampac Paper Inc.
- Resource Recycling
- Solid Waste and Recycling Magazine
- sonnevere international corp.
- TELUS
- TetraPak
- Tire Recycling Management Association

Sept. 19-21, 2001, Fantasyland, Vancouver, BC

Wednesday, Sept. 19

8:30 am GOLF TOURNAMENT

The PGA's membership tournament is back with a brand new format providing for the players and spectators alike. This year we have booked a 144 hole of The French, listed as one of the top 100 golf courses in Canada. The format the players play this tournament will have a number of holes. Please note this is a golf course and dress code will be enforced per local regulations 8:30 - 7:30 am. Shotgun start 9:00 am.

9:00 am OPEN HOUSE

The Council of Environmental Engineers (CEE)

9:30 am TOURS

• **Canadian Waste Management Centre:** This is the only centre in the world that integrates a wide spectrum of sustainable waste management activities in one location with focus on the use of 50% recycled in paper and other waste materials. The centre is currently the recipient of a number of national awards. The centre is currently the recipient of a number of national awards. The centre is currently the recipient of a number of national awards.

factory, and the recycling facility. The facility will be operating from 9:00 am to 5:00 pm. The facility will be operating from 9:00 am to 5:00 pm. The facility will be operating from 9:00 am to 5:00 pm.

5:30 - 7:30 pm QUEER BEER

7:30 pm FANTASY RECEPTION & EXHIBIT VIEWING

Thursday, Sept. 20

8:35 am PLenary Session

Topic: Waste - Healthy or Fantasy? A panel of waste experts will discuss the philosophy and operations of the waste industry.

10:00 am KEYNOTE ADDRESSES

Sharon Sorenson, Waste Free Canada (WFC) will be the keynote speaker in the development of a network of community based recycling initiatives and the formation of the Waste Free Canada Task Force. The Task Force, established in 1997, is the only national body that has been established in Canada to address the issue of waste. The Task Force is currently the recipient of a number of national awards.

11:30 am - 1:30 pm

Local Recycling Council of Alberta (LRC)

1:30 - 2:00 pm CONCURRENT SESSIONS

Topic: Waste - Healthy or Fantasy? A panel of waste experts will discuss the philosophy and operations of the waste industry. The panel will discuss the philosophy and operations of the waste industry.

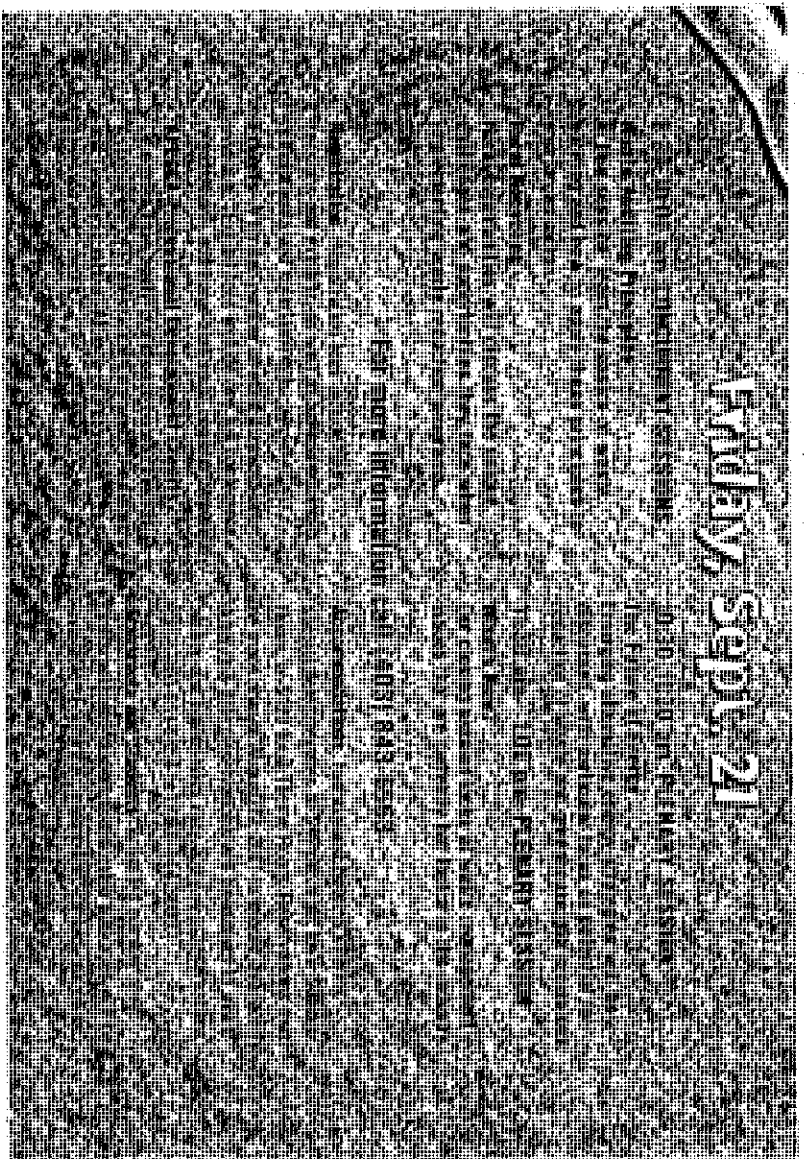
2:30 - 3:00 pm COMPLEMENT SESSIONS

Topic: Waste - Healthy or Fantasy? A panel of waste experts will discuss the philosophy and operations of the waste industry. The panel will discuss the philosophy and operations of the waste industry.



6:30 pm FANTASY EVENING

Topic: Waste - Healthy or Fantasy? A panel of waste experts will discuss the philosophy and operations of the waste industry. The panel will discuss the philosophy and operations of the waste industry.



Friday, Sept. 21

FOR MORE INFORMATION CALL (408) 543-5555



M.D. of Mackenzie No. 23

Request For Decision

Meeting:	Regular Council
Meeting Date:	September 4, 2001
Originated By:	Harvey Prockiw, CAO
Title:	Peace Air Shed Zone Association
Agenda Item No:	11 i)

BACKGROUND / PROPOSAL: The Peace Air Shed Zone Association is in its second year of operation. The Association will monitor air quality in their region after the monitoring program and devices have been finalized. The zone boundary takes in the areas of Hythe, Beaverlodge, Grande Prairie, Sexsmith, Valleyview and High Prairie.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES: The Peace Air Shed Zone Association is asking the M.D. of Mackenzie for \$500 in funding which will be used to hire an interim manager to help finalize the monitoring program and recommend monitoring devices. Other organizations being approached for funding are oil and gas producers, Forestry, Mistahia Health Region, C.A.S.A., and other M.D.'s.

Council has a few options:

Option 1 - That the M.D. of Mackenzie table the funding request in the amount of \$500 from the Peace Air Shed Zone Association to the 2002 budget meeting.

Option 2 - That the M.D. of Mackenzie send a cheque in the amount of \$500 to the Peace Air Shed Zone Association with the funding coming from Grants to Individuals/Organizations (02-735-63).

Option 3 - That the letter from the Peace Air Shed Zone Association, be received as information only, since the zone boundary only takes in areas in the south Peace region entirely outside of the M.D. of Mackenzie boundaries.

COSTS / SOURCE OF FUNDING:

Option 1: As we do not have the money in the 2001 budget this option would allow Council to assist with the monitoring of air quality without going over budget.


Option 2: There is adequate money available in Grants to Individuals/Organizations (02-735-63) to allow funding for this project.

RECOMMENDED ACTION (by originator):

That the letter from the Peace Air Shed Zone Association be received as information only.

Review:

Dept.

C.A.O. 

PEACE AIR SHED ZONE ASSOCIATION

Co-Op Plaza Box 21135
Grande Prairie, Alberta
T8V 6W7

August 14, 2001

Municipal District of MacKenzie
William Neufeld, Reeve
Box 640
Fort Vermilion, AB T0H 1N0

Attention: Stakeholder

Dear Mr. Neufeld:

Subject: Funding Request

Peace Air Shed Zone Association is in its second year of operation from its infancy. The Association has made great strides in moving the process ahead and is at a stage of setting up monitoring and making recommendations to the stakeholders as to how the monitoring would look.

In order for this to continue moving forward the Association requires funding that will be utilized to hire an interim manager who will help with finalizing what the monitoring program would look like and the recommended monitoring devices needed to get the results. The interim manager that the Association is looking at is Mr. Kevin Warren, who today is the Manager for the Parkland Airshed Zone.

The Peace Air Shed Zone formally requests funding from your Company. The stakeholders being approached for funding are as follows, with recommended funding request. Please note that the money funded by the various stakeholders will be used to offset future funding based on the Airshed zones funding formula.

- | | |
|---------------------------|-----------|
| 1. Oil and Gas Producers | \$1000.00 |
| 2. Forestry | \$1000.00 |
| 3. Mistahia Health Region | \$1000.00 |
| 4. C.A.S.A. | \$1000.00 |
| 5. M.D.'s | \$500.00 |

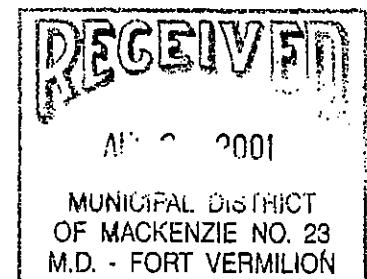
Please find attached copies of the last meeting, a copy of the zone boundary, and a copy of the project time table with action plans. Also please find attached an estimated year 1 of operation operating costs.

The Air Shed Zone Association formally requests a response back by August 25th. You can mail your cheques to the above subject address or drop them off at Talisman's office attention Randy Martin.

Thanks,

Randy Martin
Peace Air Shed Zone Association

Enclosures



PEACE AIR SHED ZONE ASSOCIATION
Board Meeting
CONFERENCE ROOM ALBERTA ENERGY & UTILITY BOARD
9815 – 115 STREET, GRANDE PRAIRIE
THURSDAY, July 19, 2001 9:30 A.M.

PRESENT:

Judy Roschlaub – M.D. 16
Uli Wolf – City of Grande Prairie
Milton Hommy – Public Member
Al Mok – Suncor Energy Ltd.
Randy Martin – Talisman Energy Inc.
Kreg Alde – Alberta Environment
Doug Beddome – Alberta Environment
Leon Pendleton – Public Member
Tammy Kehl – A.E.C. West
Bob Savage – Alberta Energy & Utilities Board
Elmer Spilchen – Mistahia Regional Health Authority
Henry Pirker – South Peace Environmental Association
Tracy Rowe – Anderson Exploration
Kevin Warren – Parkland Airshed Management Zone
Lance Hommy – PanCanadian
Curtis Campbell – Northern EnviroSearch Ltd.
Bob Myrick – Alberta Environment, Edmonton, AB
Mark Evans – Daily Herald-Tribune
Park Powell, Regional Director – Alberta Environment

1.0 CALL TO ORDER

Judy Roschlaub called the meeting to order at 9:10 a.m.

2.0 INTRODUCTION OF MEMBERS AND GUESTS

Round table introduction of members and guests. Guests included Kevin Warren, Program Manager, Parkland Airshed Management Zone; Curtis Campbell, Northern EnviroSearch Ltd.; Park Powell, Regional Director, Alberta Environment; Bob Myrick, Alberta Environment; Mark Evans, Daily Herald-Tribune; and Tracy Rowe, Anderson Exploration.

3.0 ADDITIONS/DELETIONS TO AGENDA

No additions or deletions to agenda

4.0 NEW BUSINESS

4.1 Kevin Warren, Program Manager, Parkland Airshed Management Zone - *Handout*

- a) PAMZ history and structure; some of the accomplishments over the past three years, goals for this year and their budget 1 0 5

- b) Air Quality Monitoring Program with summary of results found to date
- a) PAMZ
- operate under CASA guidelines, each zone determines how close they come to these guidelines, but there is a basic set of criteria which all zones are required to meet
 - ensure all affected stakeholders have representation at the table
 - there are currently four zones in the province and the Peace Air Shed Zone Association will make five when endorsed by CASA
 - West Central Airshed Society, focused in the Drayton Valley, Edson, Jasper area
 - Wood Buffalo Environmental Association focused in the Fort McMurray, Fort Chipiwan area
 - Parkland Airshed Management Zone focused in the Rocky Mountain House, Sundry, Rimbey and Red Deer area
 - Fort Air Partnership (had been an industrial association, then reorganized itself)
 - PAMZ was established because they were identified as a high emissions area with numerous emission sources: most of the emissions are oil & gas related, looking at sulphur dioxide (due to sour gas activity) and hydrogen sulphide; lots of automobile traffic due to major transportation corridor
 - Approximately half a million dollars being spent by the various oil and gas emitters on individual emission monitoring, but it wasn't really answering the questions people had about air quality. It was focused on the emissions associated with individual facilities and whether these facilities were operating within guidelines
 - Does the mandate of PAMZ stop at monitoring or does it address issues? They are gathering data and after they have a few years of data management, they plan to address issues. Currently they have an Issues Response Group that does identify and address issues
 - PAMZ currently includes representation from six local municipalities including three counties and three towns; the local regional health authority, the David Thompson Health Region; Alberta Environment; Alberta Energy & Utilities Board; farmers; environmental groups including the Prairie Acid Rain Coalition, Albertans for a Clean Environment, Red Deer River Naturalists, Survivors of Sour Gas; industries and the public at large
 - Covers approximately 42,000 square kilometres
 - In March 2000 expanded north eastern part of their boundary for three reasons (1) to align their boundaries with the boundaries of the David Thompson Health Region (2) expansion included a large emissions source the East Band Rimbey Sour Gas Plant (3) Ponoka County indicated that they would be interested in participating if more of their zone was included (original boundary only included five percent of the Ponoka County)
 - Approximately 200,000 people live within the zone, most in the eastern part, with about 100,000 within a 30 minute drive of Red Deer
 - Parkland Airshed Management Zone is set up with a Board of Directors; Executive Committee; Program Manager; Technical Working Group; Communications Committee; Issues Response Group; Human Health Committee; and Financial Committee
 - The Board of Directors is comprised of 12 members and 12 alternates
 - The Executive Committee, which reports to the Board of Directors, is comprised of a Chairman, 1st Vice-Chair, 2nd Vice-Chair, Treasurer, Secretary and the Program Manager
 - Technical Working Group, their primary responsibility has been the design and the overseeing of the operation of the air quality program
 - Issues Response Group, primary responsibility is to collect data from residents within the zone and identify issues that PAMZ will address or refer to another source such as CASA, the companies themselves, Alberta Environment, or EUB
 - Financial Committee, oversees the budget planning process and how the monies get spent
 - Human Health Committee, currently in the early stages of mapping out where it is going to go within the next two years
 - in December of last year they conducted a telephone survey working with the David Thompson Health Region and the Old's College to identify air quality issues related to human health and later this year they intend to have a work shop or a series of work shops around that
 - 1570 households throughout central Alberta were contacted with 469 responding
 - approximately 40 percent believe that current air quality in Alberta is having an impact on their own health, that of family members, or the health in their communities
 - forty percent felt that current air quality had little impact

- passive ambient monitoring, no power required, monitors made by Maxxam. They are installed 1 ½ - 2 metres from the ground, air flows naturally along bottom of sampler, has a diffusion barrier; change out filters every 30 days; duplicate monitoring at each station; two sites have triplicate monitors; sampling for NO₂, O₃, SO₂
- supply and analysis is \$30.00 per month
- vandalism is limited, livestock is biggest problem they like to use as scratching posts
- 3 x 3 township grid for placement of passive air monitoring, works out to every 18+ miles to eliminate obvious local sources
- the stationary continuous ambient monitoring unit spends one month of every quarter at the Carstairs/Crossfield site
- they have two fixed sites one at Caroline, which is a station they own and operate; and one at Red Deer, Alberta Environments owns and operates, PAMZ has access to and uses this data
- are there monitors available for measuring the total hydrocarbons and methane? And are they very expensive? Yes, there are monitors, they cost in the range of \$30,000. each
- we are supposed to get one here in Grande Prairie is it going to measure the total hydrocarbon and methane? Unknown at this point, but not likely. When they get closer to making this a reality is when we can use the emphasis from this committee by recommending what we would like to see. In our zone, through the various companies currently conducting monitoring, how many monitors do we have measuring total hydrocarbons and methane? Kreg Alde to look into and bring to next meeting.
- Is there anything in place to measure Volatile Organic Compounds here? Alberta Environments' Mobile Air Monitoring Laboratory (MAML) has that capability
- PAMZ monitors particulate matter on an intermittent basis, they measure for PM₁₀ (smaller than 10 micron, which are able to get into the nose and upper respiratory tract); and PM_{2.5} (smaller than 2.5 micron, able to get deep into the lungs and through oxygen exchange into the blood stream). PM_{2.5} is of concern because a lot of very toxic aerosols and particulates are associated with that size fraction. The Canadian government is bringing in a Canada wide standard for PM_{2.5}
- PAMZ collects particulate matter samples once every six days for a 24 hour period; they weight the filter before and after to arrive at a 24 hour average concentration and matter collected is analyzed
- Currently there is no PM₁₀ guideline in Alberta, there is a TSP (Total Suspended Particulate) which is 100
- There have been occasions when the PM₁₀ has exceeded the TSP guideline; forest fires and agriculture contributed to this
- Snow cover on the ground keeps particulate matter from flying around
- Does PAMZ feel that they are monitoring for the sake of monitoring? Do you have an end in mind? Human and animal health? What we want to be able to do at the end of the day is answer whether air quality in the zone is getting better? Is it getting worse? And be able to have programs that members participate in voluntarily and show that we can measure these results. The next key component of this program is to have human health and exposure monitoring
- This a general overview of the PAMZ program
- Ambient SO₂, H₂S and NO₂ levels in general are significantly below AENV guidelines; forest fires and agricultural activities contribute to particulate matter concentrations; more research is need on ozone levels
- Is there ozone monitoring in the Grande Prairie area? There is passive monitoring, the Beaverlodge Research Station does monitoring and the Mobile Air Monitoring Laboratory also monitored for ozone
- Is there a standard for allowable total hydrocarbons? At the present Alberta Environment does not have a standard in place for total hydrocarbons though they have looked at establishing standards for some of the components of hydrocarbons

Judy thanked Kevin for a very interesting presentation.

Kevin indicated an interest in performing similar duties for PASZA as he is only occupied with PAMZ approximately 50 percent of the time and anticipates this involvement to decrease and feels he has the time to commit to other interests.

- The annual guideline for SO₂ is 11 ppb and the highest average concentration in the County of Grand Prairie was 1.5 ppb by the Sexsmith Gas Plant

Judy thanked Bob for coming up and giving us this presentation.

4.3 Draft Budget – Al Mok, *Handout*

- Monitoring fees proposals received from AGAT and Maxxam of \$150,000 and \$200,000 for 60 sites
- Office expenses to be raised to \$15,000
- Budget need to be realistic and defensible
- Approach the companies, up front, requesting them to forward us some money and we will credit them that amount when we get the funding formula done. Suggest this budget is what we are seeking to work with; use PAMZ as an example.
- Consensus to accept Al's budget as modified

5.0 APPROVAL OF PREVIOUS MINUTES – JUNE 14, 2001

Milton Hommy moved minutes of June 14, 2001 be approved as presented, seconded by Doug Beddome. Consensus of motion. *CARRIED*

6.0 BUSINESS ARISING

6.1 Manager/Consultant

At what stage should we hire a manager? Require clear objectives. A consultant on fee for service basis would be best at this time.

Milton Hommy moved that Judy Roschlaub approach Kevin Warren and offer him a two month consultant/manager position on a "fee for service basis". Seconded by Bob Savage. Consensus of motion. *CARRIED*

If Kevin had time he could come up to the next meeting or even ahead of time to help the technical and financial committees to put together the promotional letter.

6.2 Website

- Tracy Rowe requested pictures and copy of map to scan into site, also name of contact person. Judy suggested Office Handlers e-mail address be used with secretarial staff to forward to appropriate person.

6.3 Treasurer's Report

Randy Martin reported that there is approximately \$3,000.00 in the account.

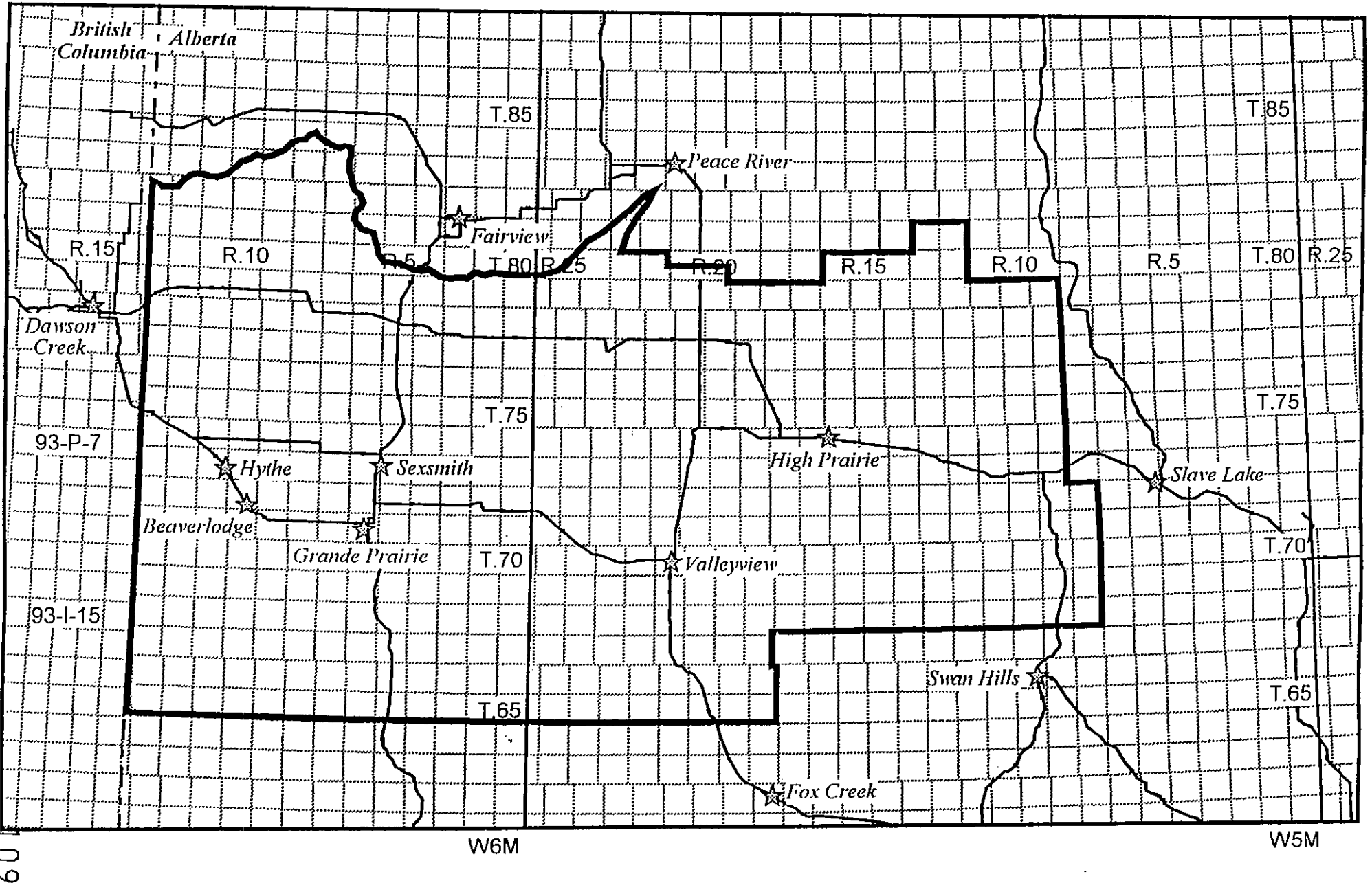
We need to solicit funds.

To draft a letter to air emission producers accompanied by the revised start-up activities timeline, PASZA activities progress table, and map of air shed zone. Tammy Kehl volunteered to assist with drawing up mailing list and drafting of letter.

6.4 Monitoring Proposals

Proposals received from AGAT and Maxxam. Bids came in at \$150,00 and \$200,000.

Peace Airshed Zone



**PAZSA Startup Activities
Timeline**

	2001												2002											
	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D					
Emissions Inventory																								
- EUB & AEP data collection	█	█																						
- Other industry data collection	█	█																						
- Emissions summary																								
Funding Formula																								
- "Road Test" draft formula																								
- Formula finalized																								
Budget	budg et for 2001 + 2002												budg et for 2003											
- Admin., Monitor, Commun., Pgm Design	█	█																						
- Determine funding required																								
- Send out funding requests																								
Communication																								
- Web page development	█	█																						
- Develop communication plan																								
- Gain stakeholder/participants buy-in																								
Develop Monitoring Program																								
- Draft passive monitoring program																								
- Finalize passive monitoring program																								
- Identify roles of a manager																								
- Hire project manager																								
- Implementation																								
- Design data management & reporting protocol																								

110

PASZA Preliminary Budget (2001/2002)

Revenue:

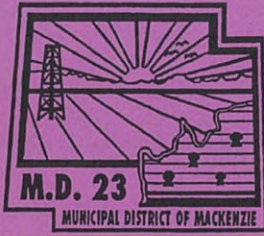
Membership fees
Donations
Interest
Total Revenue

Expenses:

Monitoring fees	\$150,000
Project manager (2 mo's in 2001, 12 mo's in 2002, @\$5,500/mo)	\$77,000
Repairs and maintenance	\$5,000
Office (secretarial support, 18 meetings @ \$600)	\$11,000
Travel (e.g. project manager or board member attend meetings)	\$10,000
Public members reimbursement (18 meetings @ \$500)	\$9,000
Communication / consultation / promotion activities	\$5,000
Professional fees (accountant, auditor, etc.)	\$5,000
Contingency @ 10% on all items except Monitoring Fees	\$12,200
Total Expenses	\$284,200

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1

M.D. of Mackenzie No. 23



Request For Decision

Meeting:	Regular Council Meeting
Meeting Date:	September 4, 2001
Originated By:	Ivan Perich, Director of Operational Services
Title:	La Crete Recreation Society
Agenda Item No:	12 a)

BACKGROUND / PROPOSAL:

The La Crete Recreation Society has submitted a request for authorization to build two baseball diamonds on Plan 882 2651 in La Crete (south of the M.D. office). This land is owned by the M.D.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:


Because of the expansion to the La Crete Public School, the community has lost a baseball diamond. Members of the La Crete Soft ball League feel that another one is necessary.

The La Crete Recreation Society is requesting that we allow them to build two baseball diamonds now, leaving room for a third diamond in the future.


COSTS / SOURCE OF FUNDING:

RECOMMENDED ACTION (by originator):

That Administration be authorized to enter into a lease for \$1.00 per year with the La Crete Recreation Society for up to three ball diamonds on the lands in the southern portion of Plan 882-2651 and as outlined in their request.

Review: 

Dept. *O.S.*

C.A.O. 

LA CRETE RECREATION SOCIETY
BOX 29
LACRETE/AB
TOH-2H0

AUGUST 13, 2001

MD# 23
BOX 1690
LA CRETE/AB
TOH-2H0

ATT: IVAN PERICH
RE: SOFTBALL DIAMONDS

DEAR MR. PERICH

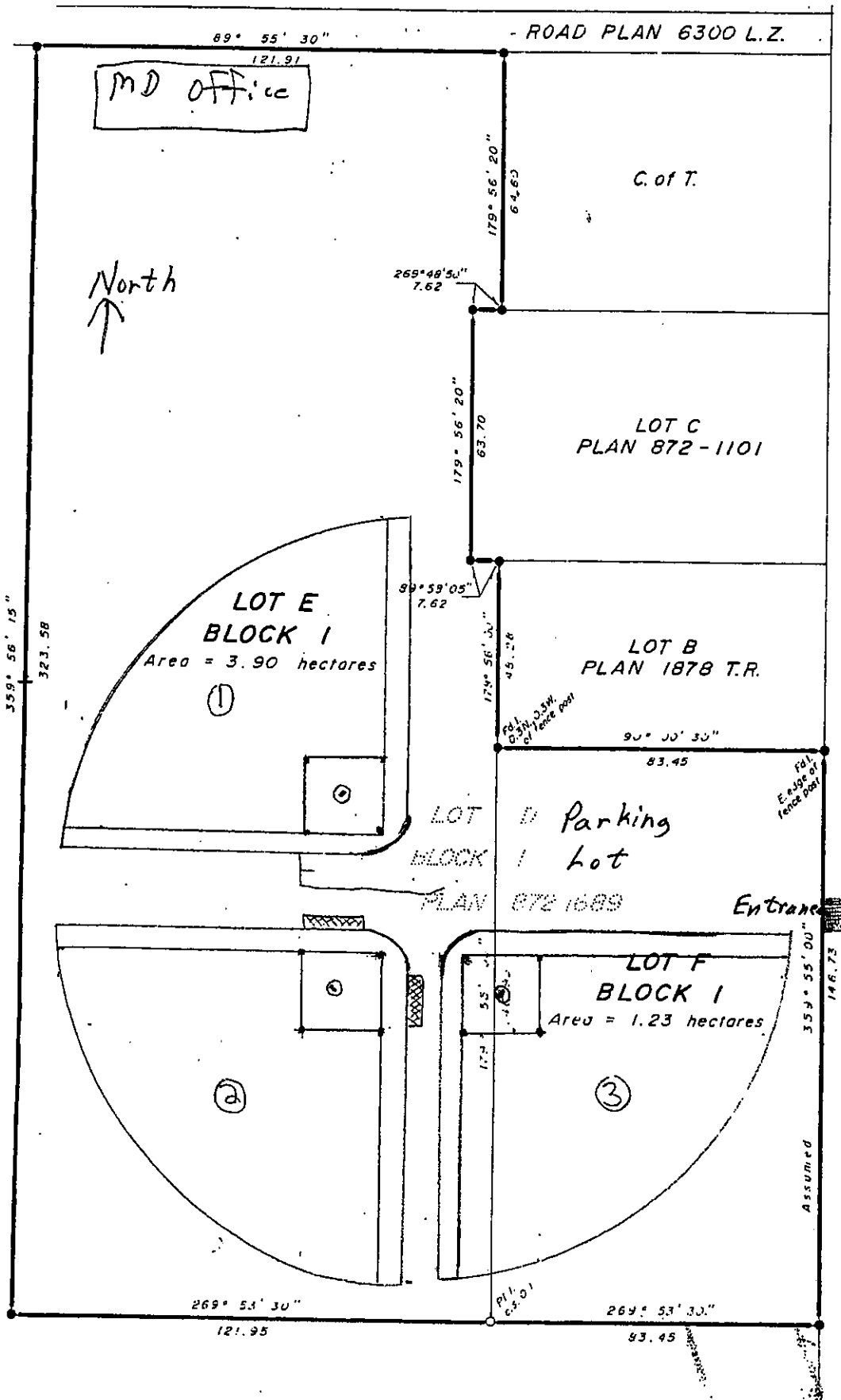
ON BEHALF OF THE HAMLET OF LA CRETE I AM REQUESTING THE USE OF MD LAND. THE LAND IS LOCATED BEHIND THE MD OFFICES, BACK TO THE TREES ACROSS TO MAIN STREET. THIS LAND WOULD BE USED BY THE LA CRETE RECREATION SOCIETY TO BUILD TWO SOFTBALL DIAMONDS, ALONG WITH A PARKING LOT FOR NOW, LEAVING SPACE FOR ANOTHER DIAMOND FOR FUTURE EXPANSION. HAVING LOST A BALL DIAMOND EARLIER THIS YEAR TO THE EXPANSION OF THE PUBLIC SCHOOL, THE HAMLET ONLY HAS ONE REMAINING BALL DIAMOND. THE RESPONSE FROM PEOPLE PLAYING IN THE LA CRETE SOFT BALL LEAGUE IS THAT ONE DIAMOND ISN'T ENOUGH.

THIS PROJECT WOULD BE STARTED AS SOON AS THE FUNDS ARE IN PLACE. IF THIS LOCATION IS NOT SUITABLE PLEASE SUGGEST AN ALTERNATE LOCATION. IF YOU HAVE ANY QUESTIONS, CALL ME @ (780)928-4650(h) OR (780)928-2888(w).

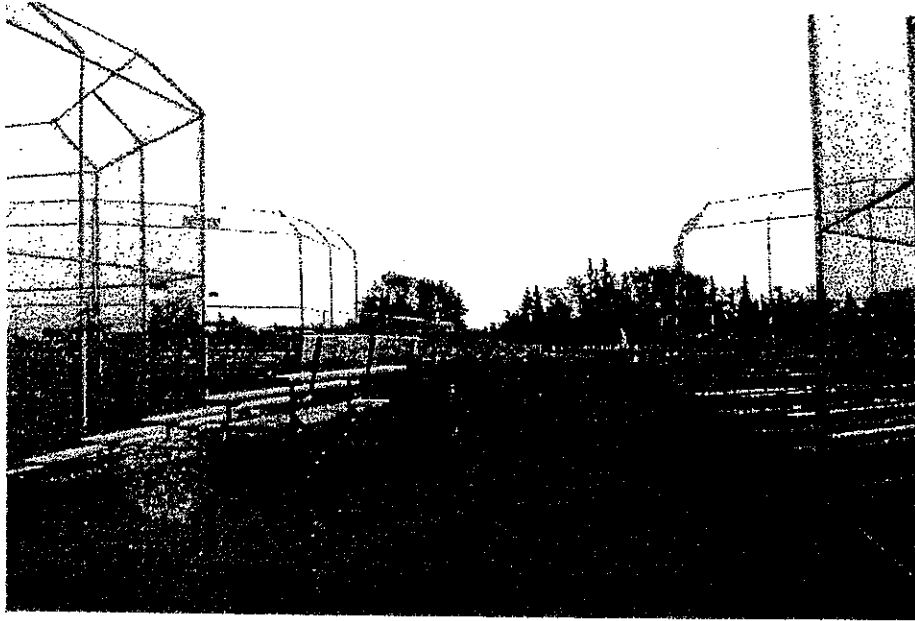
THANK-YOU

BENJAMIN FRIESEN

cc: WILLIE WIELER
cc: BILL NEUFELD
cc: HARVEY PROCKIW

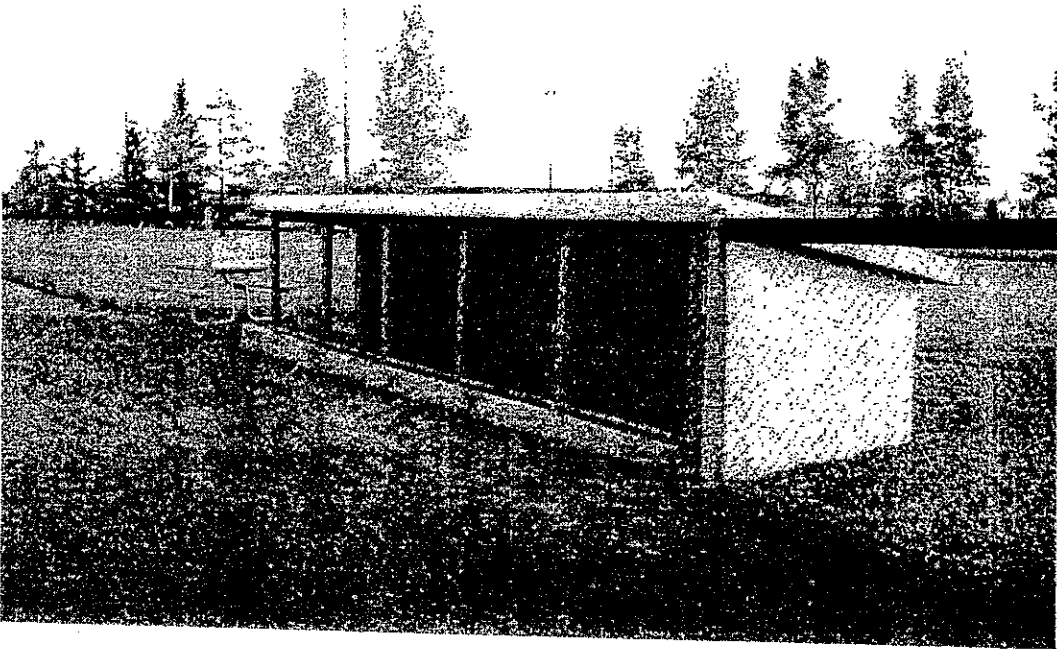
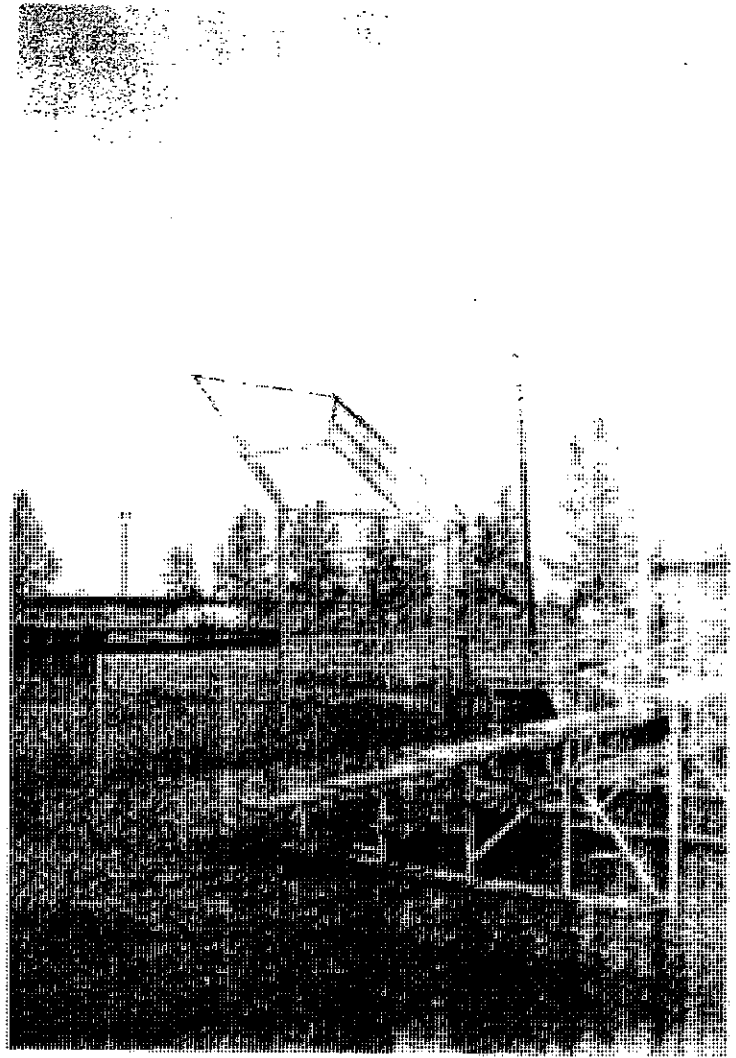
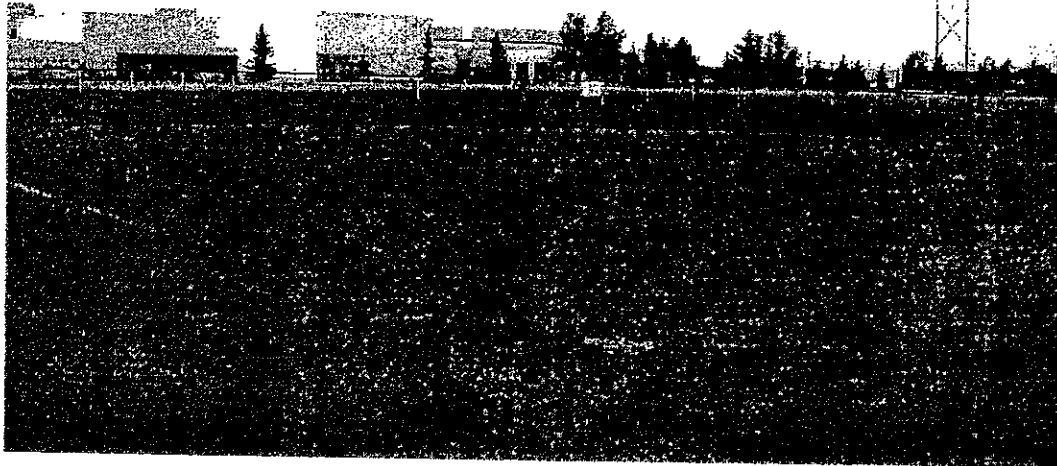


CM = 32.867



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More photos for the baseball and softball diamonds with shale infields and grassy outfields with moderately protected players benches



Shale Park with Increased Seating and Dugouts

This is a set of smaller twin softball diamonds. They have grassy infields with grassy outfields. They have individually fenced front dugouts. Extensive bleachers both behind backstop and next to the dugouts. Very similar to the other just added protection to the players benches and a small fan seating.

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1st CHOICE - NEED PRICE ON LANDSCAPING ONLY.

