

**MUNICIPAL DISTRICT OF MACKENZIE NO.23  
REGULAR COUNCIL MEETING**

**February 8, 2006  
AGENDA**

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1. **COUNCIL MEETING** – 10:00 a.m.
  - 1.1 Call to Order
2. **AGENDA APPROVAL**
  - 2.1 Agenda for Wednesday, February 8, 2006
3. **PUBLIC HEARING**
  - 3.1 Bylaw 537/05 – Fort Vermilion Area Structure Plan
  - 3.2 Bylaw 544/06 – Land Use Bylaw Amendment – Rezoning  
S<sup>1/2</sup> 9-111-19-W5M, SE 17-111-19-W5M, NE 8-111-19-W5M
4. **PRESENTATIONS**
5. **DELEGATIONS**
6. **APPROVAL OF MINUTES**
  - 6.1 Regular Council Meeting – January 25, 2006
7. **BUSINESS ARISING FROM MINUTES**
8. **BUSINESS**
  - 8.1 **PLANNING**
    - (a) Bylaw 537/05 – Fort Vermilion Area Structure Plan (Refer to 3.1)
    - (b) Bylaw 544/06 – Land Use Bylaw Amendment (Refer to 3.2)
    - (c) Integrated Land Use Planning – Terms of Reference
    - (d) *Sale of Zama Lots – addition to agenda*
  - 8.2 **CORPORATE SERVICES**
    - (a) Borrowing Bylaw 540/06 – Zama Sewer Installation and Servicing
    - (b) Mackenzie Applied Research Association (MARA)
  - 8.3 **OPERATIONS**
    - (a) Bylaw 545/06 - 101 Avenue La Crete Local Improvement
    - (b) Bylaw 546/06 - Zama Sewer Main Local Improvement
    - (c) Bylaw 547/06 - Zama Water Main Local Improvement
    - (d) Bylaw 548/06 - Zama Service Connection Fee
    - (e) Bylaw 550/06 - Fee Schedule
    - (f) Rosenberger Drainage
    - (g) Street Lights, 94 Ave – Ridgeview School
    - (h) Water Main Oversizing Payment
    - (i) Hwy 697 - Hwy 88 Connector Slip Ramp
    - (j) *2006 Gravel Crushing Contract – Item moved to 15.1*
    - (k) *Wolf Bounty – addition to agenda*

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- 8.4 EMERGENCY & ENFORCEMENT SERVICES
  - (a) AUMA – Ground Ambulance Stakeholder Consultation
  - (b) *Fire Invoice – addition to agenda*

- 8.5 ADMINISTRATION
  - (a) Mackenzie Regional Library Board – Application

**9. ACTION CORRESPONDENCE**

- 9.1 From: Northern Alberta Development Council
  - (a) Challenge North 2006 – Request for Sponsorship
  - (b) Challenge North 2006 – Conference
- 9.2 From: Alberta Municipal Affairs  
Re: Actions to Effective Communications Workshop

**10. INFORMATION**

- 10.1 Development Permit Statistics Report - *charts attached*
- 10.2 Action List
- 10.3 Dene Tha Council Minutes 01/23/06
- 10.4 *Mackenzie Housing Ministerial Order – Item moved to 15.2*

**11. INFORMATION CORRESPONDENCE**

- 11.1 From: Alberta Minister of Infrastructure and Transportation  
Re: Garden River Road Maintenance
- 11.2 From: Fort Vermilion Area Board of Trade  
Re: Annual General Meeting

**12. NEW BUSINESS**

**13. NOTICES OF MOTION**

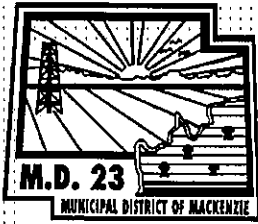
**14. ROUND TABLE**

**15. CONFIDENTIAL MATTERS**

- 15.1 *2006 Gravel Crushing Contract*
- 15.2 *Mackenzie Housing Management Board*
- 15.3 *Letter from Northern Sunrise County – addition to agenda*
- 15.4 *Cost Sharing with High Level – addition to agenda*
- 15.5 *Personnel – addition to agenda*

**16. NEXT MEETING DATES**

**17. ADJOURN**



## M.D. of Mackenzie No. 23

### Request For Decision

Agenda Item # \_\_\_\_\_

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 8, 2006</b>
<b>Presented By:</b>	<b>Eva Schmidt, Planning Supervisor</b>
<b>Title:</b>	<b>PUBLIC HEARING Bylaw 537/05 – Fort Vermilion Area Structure Plan</b>

#### BACKGROUND / PROPOSAL:

Urban Systems has developed an updated Area Structure Plan for the Hamlet of Fort Vermilion. An Open House was held on Wednesday, November 9, 2005 to get public input. The Open House was very well attended, about 20 people in attendance, and the overall impression was that the draft Hamlet of Fort Vermilion Area Structure Plan was well accepted.

There were some comments related to bylaw enforcement of unsightly properties, the extent of highway commercial along Highway 88, and ensuring that the essential nature of the community doesn't change. Bylaw enforcement issues are for Council's consideration and not part of the scope of the plan, more highway commercial was added along Highway 88, and there are policies in the plan that relate to the importance of the community current character and that it should be preserved.

Council passed first reading of Bylaw 537/05 to adopt the Fort Vermilion Area Structure Plan at their December 13, 2006 meeting.

#### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Urban Systems has updated the Hamlet of Fort Vermilion Area Structure Plan (ASP), providing policy framework for the long-term growth and development of the Hamlet. Special issues taken into consideration in the Fort Vermilion ASP is that it's the oldest community in Alberta; it's proximity to the river and the flood plane affected areas; as well as it's Metis and aboriginal people.

The Tallcree community adjacent to Fort Vermilion is mentioned in the Plan. Since the reserve is serviced by the Fort Vermilion water and sewer systems it is important to take that into consideration. Further, there is an important connection between the two communities due to their proximity that needs to be considered.

<b>Author:</b> Eva Schmidt, Planning Supervisor	<b>Review Date:</b>	<b>C.A.O.:</b>
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Highlights of the Area Structure Plan are:

- Support revitalization and growth
  - Work with local organizations to improve the appearance and quality of life
  - Provide an adequate supply of residential, commercial, and industrial property
- 
- Focus on history and location of Fort Vermilion and using those attributes to the community's benefit without compromising the community's nature.
  - Includes policies to protect residents and property from potential damage from 1:100 year flood
  - Fort Vermilion has been experiencing some growth and this growth is expected to continue to some degree in the foreseeable future
  - Council may want to consider providing services in order to encourage growth
  - Highway Commercial and a service road were added along Highway 88
  - Support for Community Groups and community input
  - Supports economic growth while maintaining the close-knit nature of the community - through leverage of historical resources and tourism opportunities
  - Land uses and some development concepts are included. Includes provisions for new industrial, residential and highway commercial lots
  - The implementation table summarizes the action items from the Plan
  - Identifies the close proximity of the Tallcree Indian Reserve and the services provided by the MD to that community.

The Plan should be reviewed every five years to ensure it remains a living document.

**COSTS / SOURCE OF FUNDING:**

Funded from Operating

**RECOMMENDED ACTION:**

**Motion 1**

That second reading be given to Bylaw 537/05, being a Land Use Bylaw amendment to adopt the Hamlet of Fort Vermilion Area Structure Plan.

**Motion 2**

That third reading be given to Bylaw 537/05, being a Land Use Bylaw amendment to adopt the Hamlet of Fort Vermilion Area Structure Plan.

<b>Author:</b> Eva Schmidt, Planning Supervisor	<b>Review Date:</b>	<b>C.A.O.:</b> 
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# MUNICIPAL DISTRICT OF MACKENZIE #23

## Hamlet of Fort Vermilion Area Structure Plan DRAFT



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2582.0003.01 /January 2006

**URBANSYSTEMS.**  
Suite 2300, 10104 - 103<sup>rd</sup> Avenue  
Edmonton, AB T5J 0H8  
Telephone: 780-430-4041  
Fax: 780-435-3538



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## **1.0 INTRODUCTION**

### **1.1 Background**

The Hamlet of Fort Vermilion holds a distinguished place in Alberta history as the first settlement in the Province. Established in 1788, the original settlement was approximately five miles downstream from what is now called Fort Vermilion. Originally a post for the North West Company, the settlement was taken over by the Hudson's Bay Company in 1821. Ten years later, the settlement was moved to its present location on the banks of the Peace River. Over the years Fort Vermilion has been a bustling centre for fur trade and agriculture in the area, and now has a population of approximately 900 people. While not to the level seen in some other Municipal District hamlets, there is some demand for new development in the area. This Area Structure Plan has been developed to set the stage to ensure there are as few barriers as possible for new development, as well as enhancing and maintaining the opportunities that Fort Vermilion has in relation to its location and history.

### **1.2 Purpose**

An Area Structure Plan is a document which, when adopted by Council, provides a set of objectives and policies to guide the future development of an area. In keeping with this, the purpose of this Area Structure Plan is to provide a policy framework for any growth and development in the Hamlet of Fort Vermilion, as well as policies to protect and enhance the unique characteristics of the community for both residents and visitors. Specifically, the purpose of this Area Structure Plan is to describe an updated vision for the future of Fort Vermilion, specifically focusing on opportunities that exist to encourage revitalization of the hamlet and encourage tourist-related and other types of development in the area.

### **1.3 Description**

The Hamlet is located in the southeastern region of the Municipal District of Mackenzie No. 23, approximately one kilometer north and east of Highway 88 (See Schedule A: Location), along the banks of the Peace River. The community has a distinctly rural atmosphere, but has a positive view of the growth potential in the area. Fort Vermilion has a considerable Métis and First Nation population due to the many First Nations communities in the area. Fort Vermilion also has close ties to Tallcree First Nation, which has a portion of its land and a subdivision directly adjacent to Fort Vermilion. The Tallcree community in Fort Vermilion is serviced with Fort Vermilion systems and is therefore important to consider with respect to any future services and development. Further, there is an integral connection between the two communities, due to their proximity.



Due to its history and diversity, there are many opportunities to provide a distinct, yet comfortable atmosphere for visitors and residents. Fort Vermilion can facilitate some growth while maintaining the slower pace and friendly atmosphere that has come to define Fort Vermilion and provide an excellent quality of life for its residents.



N.T.S.



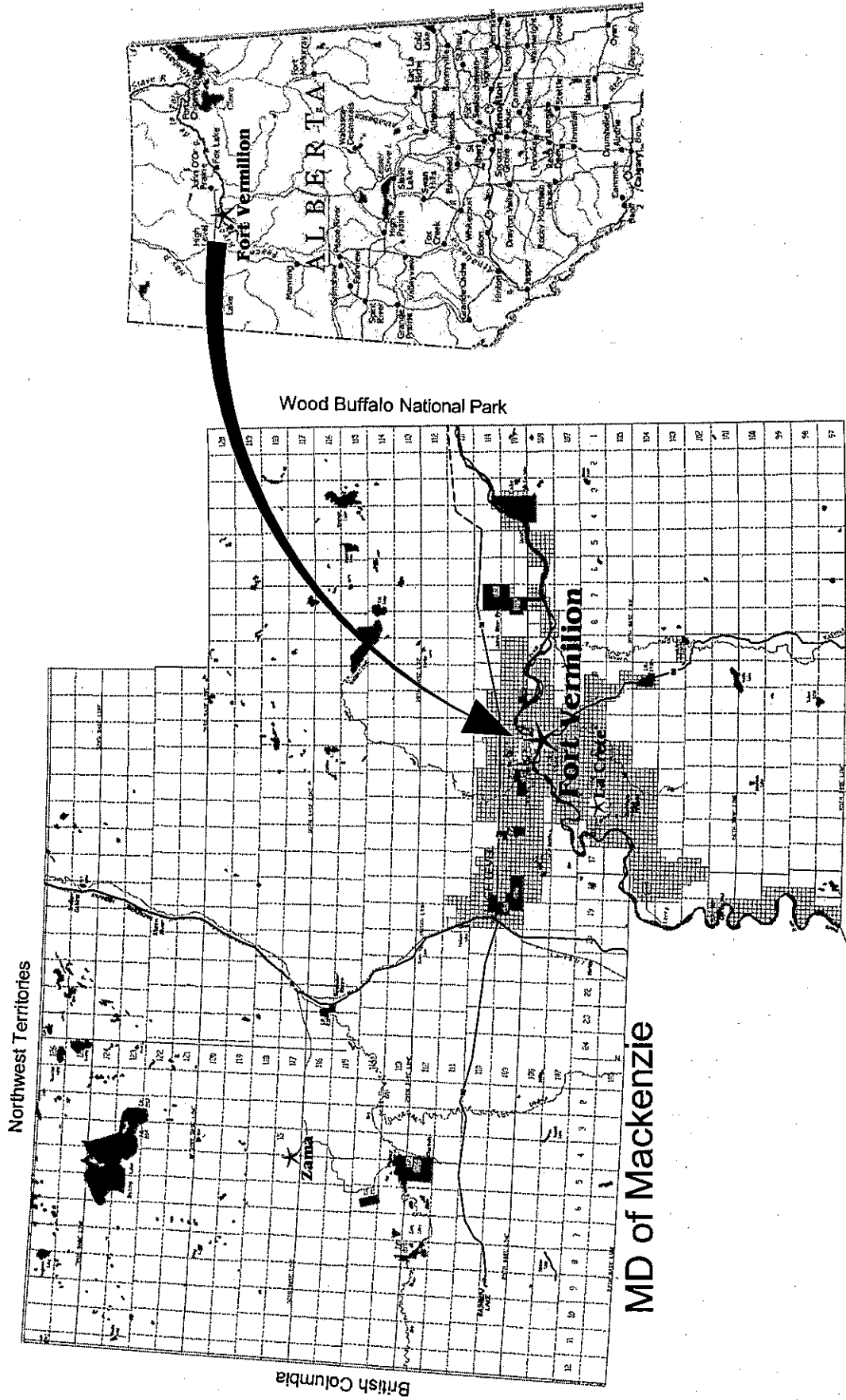
# location plan



## hamlet of fort vermillion

Area Structure Plan

URBANSYSTEMS.



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## **1.4 Planning Area**

For the purposes of this Area Structure Plan, the planning area will include all lands within the boundaries of the Hamlet of Fort Vermilion as established by the Council of the Municipal District of Mackenzie, as shown on Schedule B: Hamlet Boundaries.

## **1.5 Legal Framework**

### **1.5.1 The Municipal Government Act**

The *Municipal Government Act* guides the preparation of Area Structure Plans in the Province of Alberta.

The Fort Vermilion Area Structure Plan is consistent with Section 633 of the *Municipal Government Act* that states:

For the purpose of providing a framework for subsequent subdivision and development of an area of land, that council may, by bylaw, adopt an area structure plan.

(2) An area structure plan

(a) must describe:

- (i) the sequence of development proposed for the area;
- (ii) the land uses proposed for the area, either generally or with respect to specific parts of the area;
- (iii) the density of population proposed for the area either generally or with respect to specific parts of the area;
- (iv) the general location of major transportation routes and public utilities; and

(b) may contain any other matters council considers necessary.







### 1.5.2 The Municipal Development Plan

The Municipal Development Plan for the Municipal District of Mackenzie contains a number of policies which relate to hamlet development and expansion. The Hamlet of Fort Vermilion is recognized as a hamlet in the Municipal Development Plan, and proper planning and consideration of a number of factors is required when considering the future development of these unincorporated communities. The Municipal Development Plan also requires development and review of Area Structure Plans when necessary.

The following Municipal Development Plan Objectives and their associated Policies are included in Section 3.6, Hamlets and Settlements:

- To promote the orderly and economic growth of hamlets within the Municipal District.
- To plan for the future subdivision and development of residential areas within hamlets.
- To maintain and facilitate growth of commercial areas within hamlets.
- To maintain and facilitate growth of industrial areas within the hamlets.
- To provide a variety of institutional/recreational/cultural opportunities within the hamlets.

These objectives and associated policies indicate that the Municipal District places high importance on the proper planning of hamlets. This Area Structure Plan addresses that priority for the Hamlet of Fort Vermilion.

## **1.6 Adoption**

This Area Structure Plan will be adopted as a Bylaw by the Council of the Municipal District of Mackenzie No. 23.



## **1.7 Organization**

This Plan is divided into seven sections:

**Section 1.0 Introduction** – provides an overview of the Area Structure Plan and defines the process and legislation which governs its preparation.

**Section 2.0 Goals** – presents the goals for the Hamlet of Fort Vermilion Area Structure Plan.

**Section 3.0 Population** – discusses previous and future growth in Fort Vermilion and paints a picture of long term planning needs in the area.

**Section 4.0 Hamlet Policies** – outlines general policies that apply to the entire Hamlet.

**Section 5.0 Land Use Policies** – presents the policies that relate to specific land use designations and areas within the Hamlet.

**Section 6.0 Community Concept** – illustrates designs for undeveloped portions of the Hamlet.

**Section 7.0 Implementation** – addresses how the Plan's policies will be implemented over time and the mechanisms required to achieve the goals outlined in this Plan.



## **2.0 GOALS**

The Municipal District of Mackenzie's goals for the Hamlet of Fort Vermilion Area Structure Plan are to:

### **2.1 Support the revitalization and growth of Fort Vermilion.**

As discussed above, opportunities exist in Fort Vermilion to reenergize the Hamlet. The Municipal District wants to ensure that these opportunities are taken advantage of to gain benefits for the residents and businesses of the community. A major goal of this Area Structure Plan is to ensure that new and appropriate potential development finds support and encouragement.

### **2.2 Provide for residential, commercial, industrial, and community land uses in a manner that will result in positive benefits for the Hamlet of Fort Vermilion.**

One aspect of ensuring support for new development is designating appropriate amounts of land for the various land uses that may be contemplated for new development. This Area Structure Plan indicates acceptable locations for a variety of land uses based on a number of factors such as natural environment, location of major roadways, and existing land uses.

### **2.3 Monitor the Hamlet of Fort Vermilion's road system and municipal servicing systems.**

Appropriate levels of servicing are an integral part of accommodating any new development in a community and ensuring a high quality of life for residents and visitors. In light of this, the Hamlet of Fort Vermilion Area Structure Plan supports the ongoing monitoring of the Hamlet's road and servicing systems. This includes considering the current and future needs of the adjacent Tallcree community that uses Fort Vermilion services.

### **2.4 Work with local organizations in order to improve the appearance of the Hamlet of Fort Vermilion and improve the quality of life of its residents.**

Ensuring a pleasing aesthetic atmosphere works towards attracting new business and visitors, as well as instilling community pride for those that reside in Fort Vermilion. The MD of Mackenzie Council recognizes the importance of the appearance of Fort Vermilion and has developed this Area Structure Plan with that in mind.



**2.5 Protect residents and their property from potential damage relating to the 1:100 year flood/ice jam hazard area.**

A significant portion of the Hamlet lies within the 1:100 year flood/ice jam hazard area. This is important when considering the health and safety of residents and business, as well as the protection of residents' personal property. This Area Structure Plan reflects the high priority of health and safety for the Municipal District Council, and includes policies to ensure that the Hamlet and its residents are well-protected.



### 3.0 POPULATION

Fort Vermilion has experienced both population decline and growth in the past 15 years. Table 1 below details the changes in Fort Vermilion's population since 1991. While there was a decrease in population from 1991 to 1996, 1996 to 2003 show increasingly greater growth in the hamlet. Based on a number of positive circumstances, including the likely paving of Highway 88 to the south, the increase in oil and gas activity in the area, and the growth of surrounding communities, it is likely that Fort Vermilion will continue to enjoy growth into the future.

**Table 1: Population and Annual Growth Rate, 1991-2003**

Year	Population	Annual Growth Rate
1991	802	
1996	775	-0.68%
2001	818	1.09%
2003	871	3.19%

A growth rate of 4% has been chosen in order to project the potential growth in the area. This is slightly higher than the growth rate experienced between 2001 and 2003 in order to reflect emerging circumstances and potential in and around the Hamlet of Fort Vermilion. Using the 4% growth rate, the projected population in 2010 will be 1,146 people. This represents 204 more residents than are currently estimated as living in Fort Vermilion in 2005 (942).

**Table 2: Population Projections, 2003 - 2010**

Year	Rate	Projected Population
2003		871
2004	4%	906
2005	4%	942
2006	4%	980
2007	4%	1,019
2008	4%	1,060
2009	4%	1,102
2010	4%	1,146



Further, applying these projections into the long term, populations of 1,394 and 2,064 are projected for 2013 and 2023, respectively.

**Table 3: Population Projections, 2010 - 2023**

Year	Rate	Projected Population
2010	4%	1,146
2013	4%	1,394
2023	4%	2,064

In order to ensure the capacity to accommodate this projected population and attendant services, this plan indicates areas for this development to be accommodated, as well as indicating those elements of the community that are to be protected in the face of this change.



## 4.0 HAMLET POLICIES

This section deals with policies and objectives that address the community as a whole, and include:

- Transportation and Utilities
- Historical Resources
- Ice Jam/Flood Hazard Area
- Economic Development

The objectives and policies that follow are intended to address community-wide issues that are not related to any specific land use.

### 4.1 Transportation and Utilities

#### 4.1.1 Background

Roads and utilities play an integral role in ensuring a high quality of life for residents as well as a positive impression on visitors. In general, Fort Vermilion's roads and utilities are functioning well, and have additional capacity. The Municipal District is committed to ensuring that municipal works in Fort Vermilion continue to provide this quality of life and positive impression. Schedules C to F show the current locations of infrastructure in the community.

When planning infrastructure investment and analyzing capacity, the Tallcree Reserve to the east of Fort Vermilion will need to be considered, as it uses Fort Vermilion Services.

#### 4.1.2 Objectives

The Municipal District's objectives are to:

- a. Ensure that municipal servicing systems have adequate capacity for community growth.
- b. Develop and maintain an efficient road system for Fort Vermilion.



#### 4.1.3 Policies

The Municipal District's policies are to:

##### **General**

- a. Undertake a review of the current use and capacities of the water, sewer and storm systems in Fort Vermilion.
- b. Require developers to design and construct services in compliance with the Municipal District of Mackenzie's Engineering Guidelines and Minimum Servicing Standards.
- c. Support the development of land that is easily serviced with existing infrastructure prior to considering new investments in land that is geographically removed from existing services.
- d. Consider the needs and requirements of the Tallicree Reserve when reviewing and planning current and future servicing capacity.

##### **Transportation**

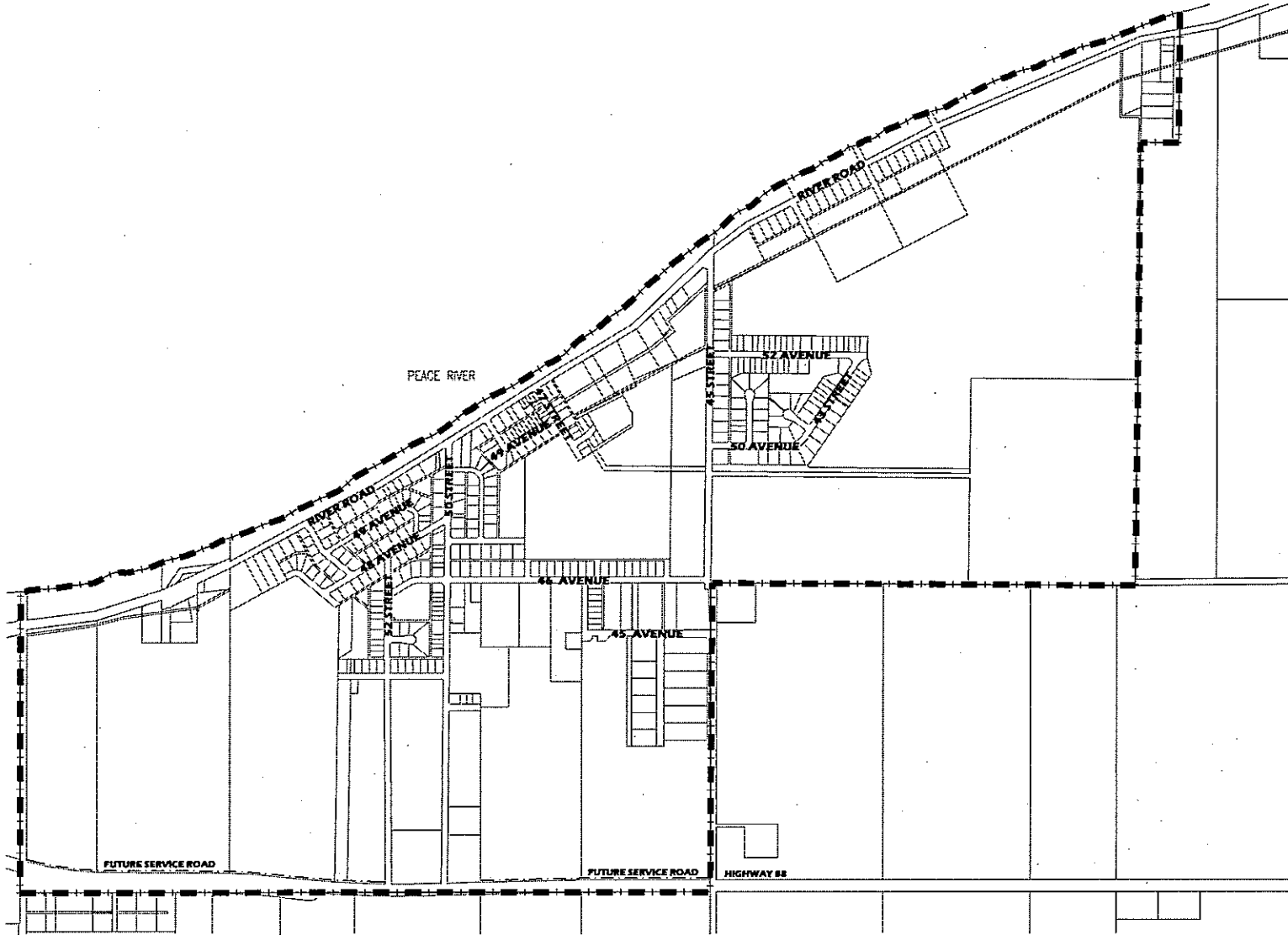
- e. Designate and promote a truck route in order to keep larger trucks away from residential areas.
- f. Require a service road to be developed to access highway commercial development along Highway 88, as shown on Schedule C: Roads.
- g. Require the provision of roadways in compliance with the Municipal District of Mackenzie's Engineering Guidelines and Minimum Servicing Standards, including pavement, curb and gutter, where required.
- h. Support and continue to build on the existing trail system along the Peace River for non-vehicular modes of transportation and recreation.





Area Structure Plan

N.T.S.



## roads plan

Schedule





N.T.S.

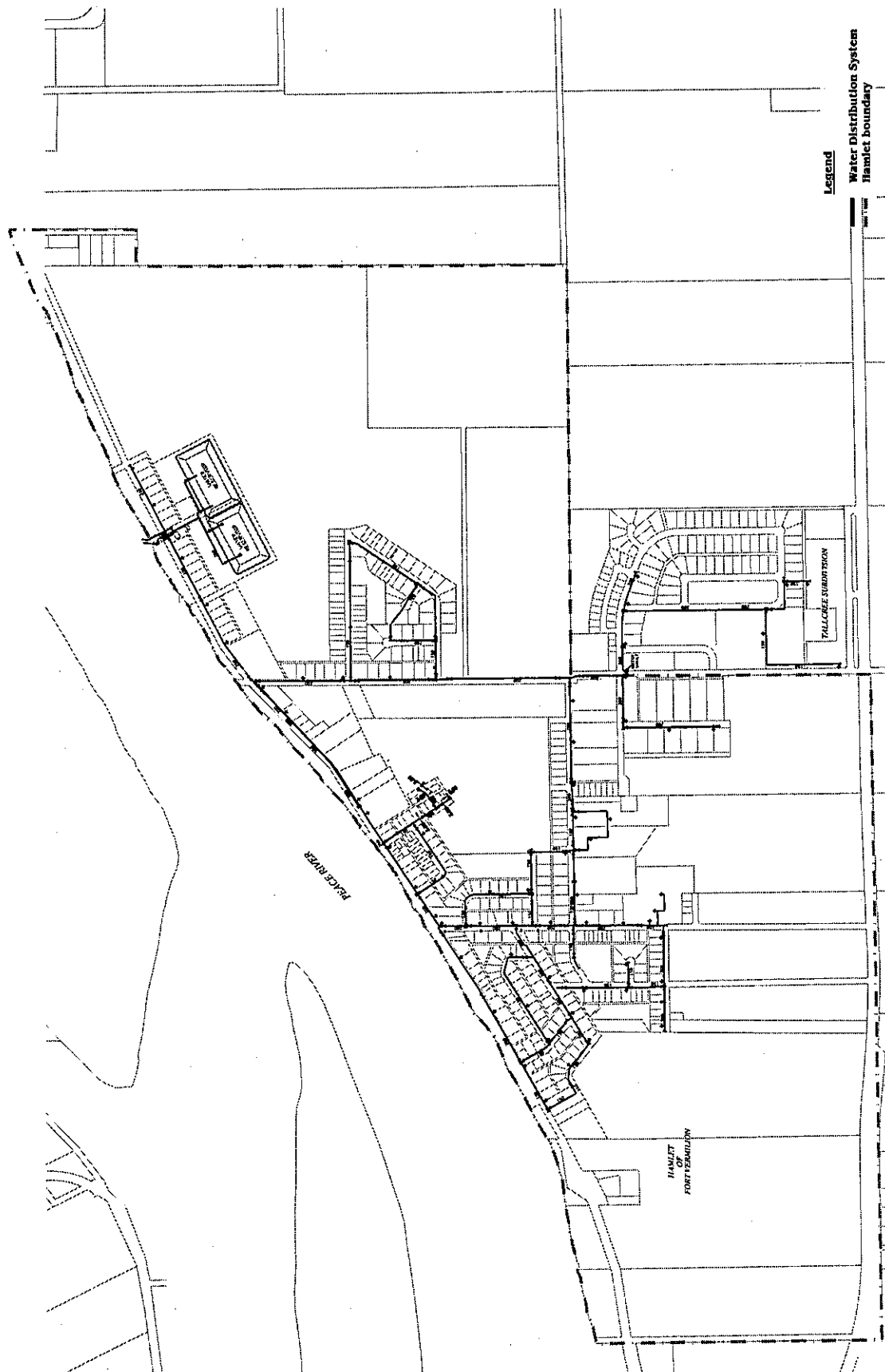


# existing water servicing plan



## hamlet of fort vermillion

Area Structure Plan



**Legend**  
 Water Distribution System  
 Hamlet boundary

URBANSYSTEMS.



N.T.S.



# existing sanitary servicing plan

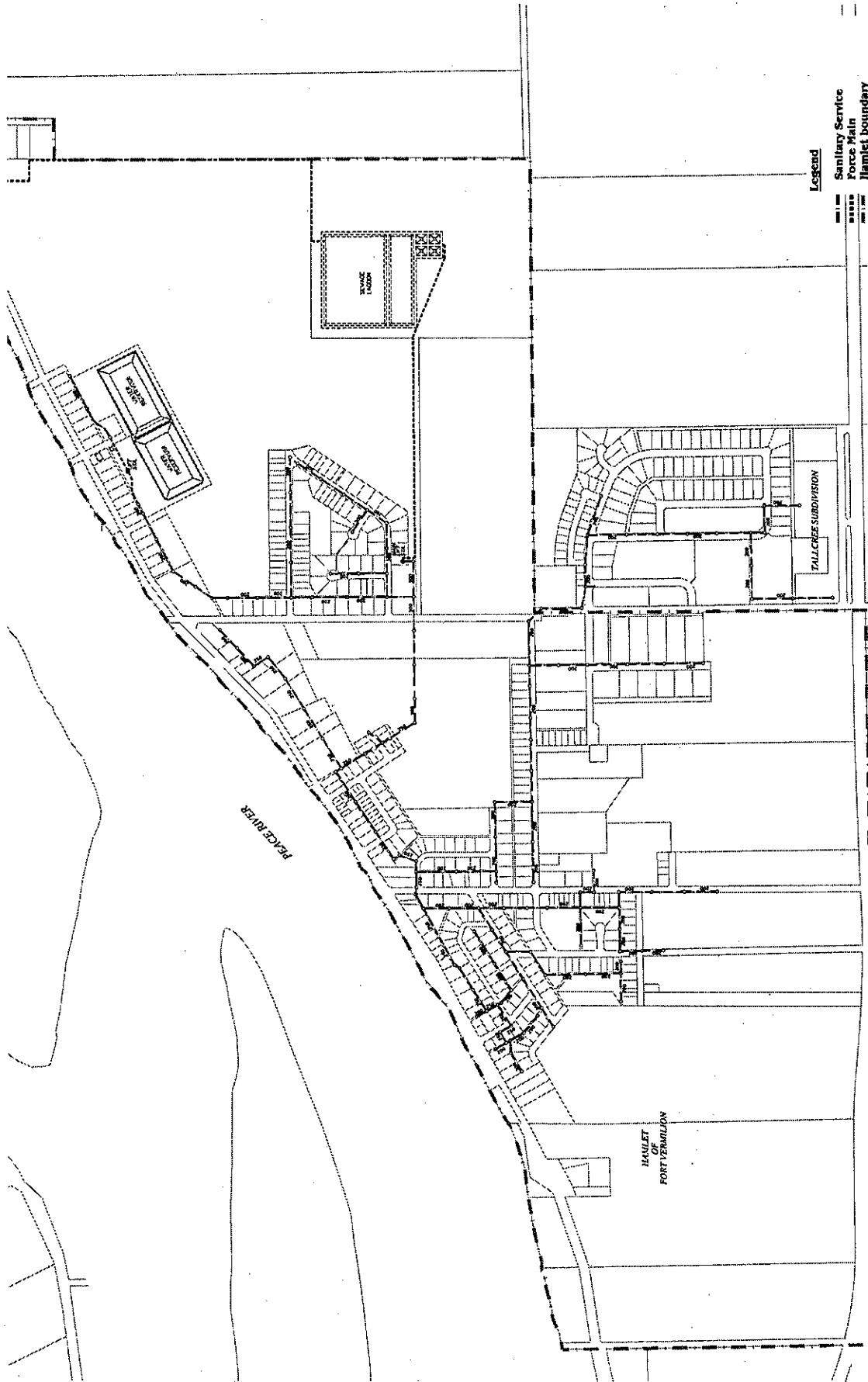
Schedule



## hamlet of fort vermilion

URBAN SYSTEMS.

Area Structure Plan



Legend

- Sanitary Service
- Force Main
- Hamlet boundary



N.T.S.



# existing storm servicing plan

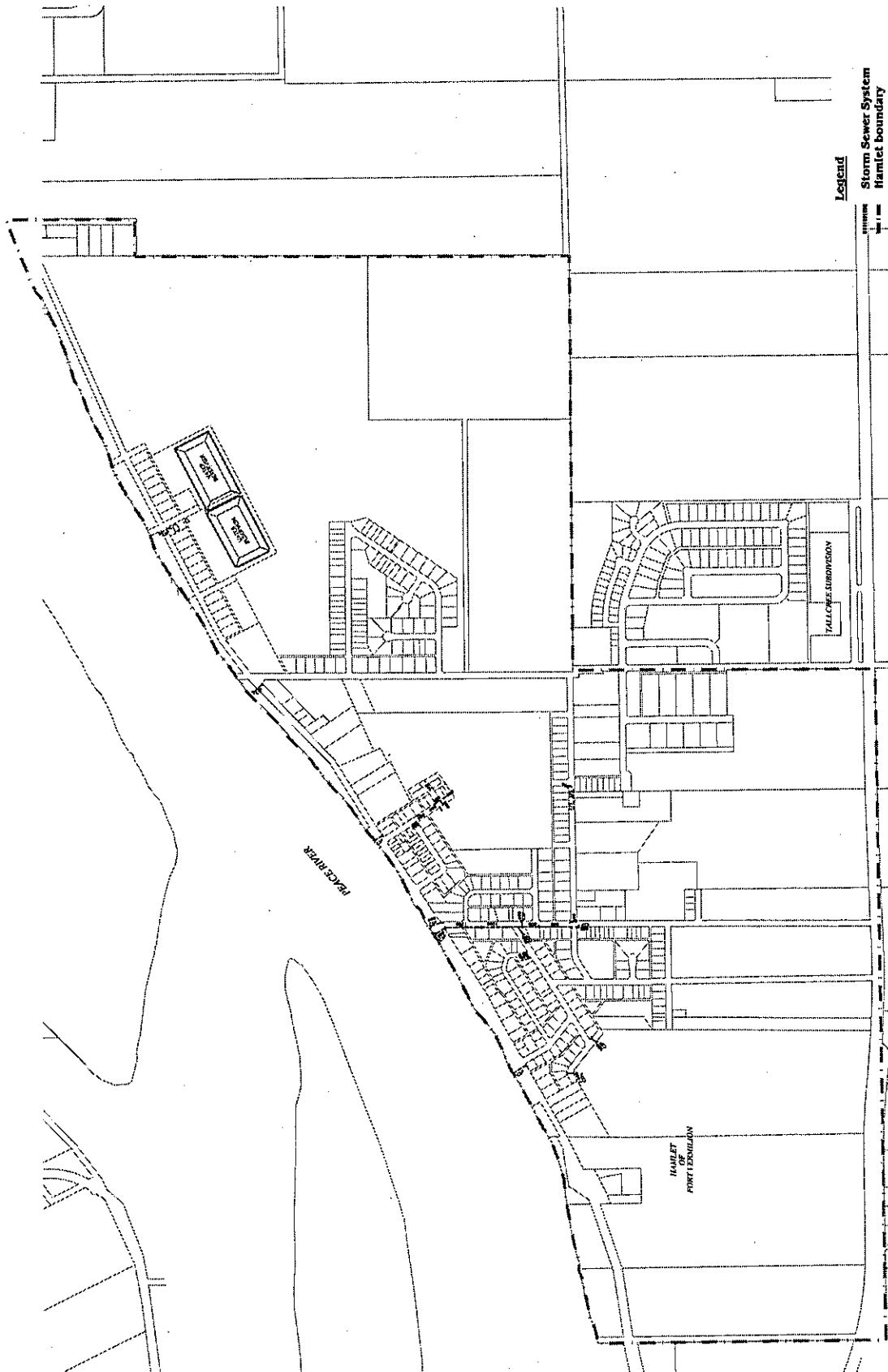
Schedule



## hamlet of fort vermillion

URBANSYSTEMS.

Area Structure Plan



Legend

Storm Sewer System  
Hamlet boundary



## **4.2 Historical Resources**

### **4.2.1 Background**

As Alberta's first community and being over 200 years old, Fort Vermilion has a rich history to be preserved and managed. The Fort Vermilion Heritage Centre, located at the Community and Cultural Complex, acts as the hub of historical resources, bringing together artifacts, historical buildings, and historical information about Fort Vermilion and area. The Heritage Centre draws both visitors and residents to learn more about the history of the area. These historical resources are an opportunity for the community in different ways. With respect to residents, proper acknowledgment and care of these resources will increase community interest and pride, improving the overall quality of life. For visitors, well-kept and promoted historical resources are a draw to the area, bringing new people and tourism to Fort Vermilion; a benefit for local retail and service businesses.

### **4.2.2 Objectives**

The Municipal District's objectives are to:

- a. Encourage the protection and restoration of historical sites in Fort Vermilion.
- b. Protect historic sites in Fort Vermilion from surrounding incompatible land uses.
- c. Promote and encourage the use of historical sites and other historical resources to residents and visitors.

### **4.2.3 Policies**

The Municipal District's policies are to:

- a. Explore partnerships with and funding sources from Alberta Community Development (ACD) to inventory and protect the historical resources in the area, through the Heritage Preservation Partnership Program.
- b. Explore partnerships with and funding sources from Alberta Community Development (ACD) to explore the restoration of historical buildings on River Road through the Alberta Main Street Program.



- c. Explore partnerships with and funding sources from federal programs (e.g. Community Memories Program) to develop and promote historical resources in Fort Vermilion and area.
- d. Consider the historical value of subject properties when reviewing development proposals with regard to the potential effects of the development on such resources.
- e. Refer applications that may affect historical resources to the Protection and Stewardship section of ACD in order to ascertain whether a Historical Resources Impact Assessment may be required.
- f. Support the Friends of the Old Bay House in their endeavors to restore the Bay House and encourage pride in Fort Vermilion's history.
- g. Work with First Nation and Métis groups in a spirit of collaboration to address traditional land uses and historically significant areas within the Plan area.



### **4.3 Ice Jam/Flood Hazard Area**

#### **4.3.1 Background**

Schedule G illustrates the 1:100 event flood plain that extends over the northeast portion of the Hamlet. For public health and safety, as well as the protection of private property, it is necessary to require mitigation measures when approving and constructing development in this area. The following objectives and policies are intended to prevent or reduce damage which may result from a 1:100 year open water flood or ice jam.

#### **4.3.2 Objectives**

The Municipal District's objectives are to:

- a. Prevent or reduce damage from a 1:100 year flood or ice jam event within the floodplain area as shown on Schedule G.

#### **4.3.3 Policies**

The Municipal District's policies are to:

- a. Discourage intensive development on 1:100 year flood plain area.
- b. Require buildings developed in the designated floodplain area to be protected from damage in one of the following ways:
  - i. Raised on fill, posts, piles, or piers above the possible 1:100 year flood event;
  - ii. Built using "wet floodproofing", which allows for basement areas to be flooded without significant structural damage; or
  - iii. Any other mitigation measures approved by the Municipal District of Mackenzie.
- c. Require, as a condition of subdivision approval, a restrictive covenant to be registered against the title of any property within the floodplain. This restrictive covenant will hold the municipality harmless from any damage to or loss caused by flooding by the developer or any third party.







## **4.4 Economic Development**

### **4.4.1 Background**

While having the reputation of a quieter, less busy hamlet, Fort Vermillion has a number of upcoming opportunities to take advantage of that could assist in bolstering its economy.

- The potential paving of Highway 88 will bring new traffic in both directions
- Increasing demand for residential properties may encourage land holders to build new homes or sell lots for residential development
- Activities by non-profit groups in the community may help in encouraging pride and interest in the area's history
- Potential demand for housing by people working in High Level or in the oil and gas industry
- Riverfront location

These possibilities set the groundwork for a significant amount of development in the area. It is important that the Municipal District and the community are both ready to take advantage of these possibilities by supporting policies that encourage visitors and new business.

A specific consideration is finding a way to encourage visitors in the winter months, when travel to the area is less likely to be considered by tourists.

### **4.4.2 Objectives**

The Municipal District's objectives are to:

- a. Support economic growth of the community while maintaining its close-knit nature.

### **4.4.3 Policies**

The Municipal District's policies are to:

- a. Encourage the sufficient supply of serviced land for those interested in locating business in Fort Vermillion.
- b. Support the Recreation Board and other groups in enhancing the appearance of the community.



- c. Leverage the protection and enhancement of historical resources in the area to attract tourism and recreation growth.
- d. Promote the development of tourism services and attractions in the Fort Vermilion area.
- e. Undertake a Community Entrance Enhancement Program.
- f. Support the Community and Cultural Complex and associated facilities as the central tourism information node in Fort Vermilion and area.
- g. Support the creation of a committee to review opportunities for winter tourism activities such as cross country skiing, snowshoeing, winter festival, snowmobiling, etc.



## **5.0 LAND USE POLICIES**

### **5.1 Land Uses**

Land use planning policies for the future growth and development of the Hamlet of Fort Vermilion are included in this portion of the Plan. These include objectives and policies that are directly related to specific land use designations as illustrated on Schedule H: Future Land Use. Schedule H indicates the future land use pattern for the Hamlet of Fort Vermilion and outlines the general location of various land uses.

The future growth and development of the Hamlet of Fort Vermilion shall be consistent with the overall pattern of land use depicted on Schedule H: Future Land Use, based upon the following designations:

- Residential
- Commercial
- Highway Commercial
- Industrial
- Public and Institutional
- Open Space and Recreation

### **5.2 Pattern of Land Use**

It is recognized in some cases that the designated land uses on Schedule H may be different from existing zoning in the Land Use Bylaw. The intention is not to change the use of this land immediately, but to illustrate the preferred pattern of land use as redevelopment and development occur over time.



N.T.S.

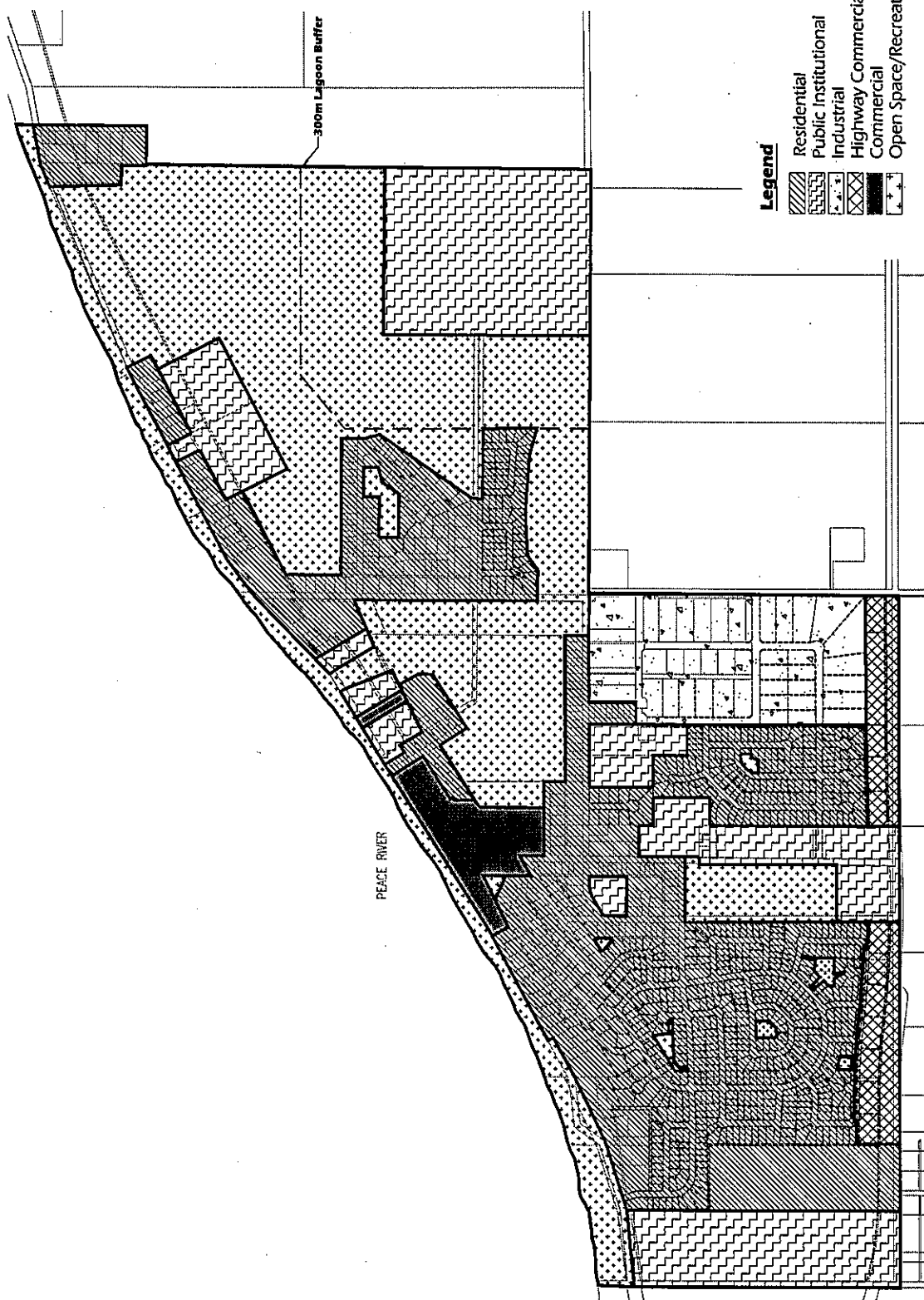


# future land use plan



## hamlet of fort vermilion

Area Structure Plan



### Legend

- Residential
- Public Institutional
- Industrial
- Highway Commercial
- Commercial
- Open Space/Recreation

URBAN SYSTEMS.



### **5.3 Residential**

#### 5.3.1 Background

The quality of residential neighbourhoods is a significant factor in the quality of life of residents. This applies to both existing residential areas and any new residential areas that may develop over time. The Municipal District is committed to ensuring the provision of quality residential areas in the Hamlet of Fort Vermilion. It is noted that the level of growth in Fort Vermilion is not as rapid as other areas, but it is important to be prepared for any appropriate growth that may be contemplated.

#### 5.3.2 Objectives

The Municipal District's objectives are to:

- a. Accommodate residential development in a manner which provides a high quality of appearance for the community.
- b. Accommodate multi-family development in appropriate locations.
- c. Ensure appropriate service levels to all residential developments.

#### 5.3.3 Policies

The Municipal District's policies are to:

##### **General**

- a. Direct residential development to those areas designated Residential on Schedule H.
- b. Allow the development of other uses in the areas designated Residential (such as neighbourhood commercial use), provided they are compatible with the residential nature of the area.
- c. Require appropriate buffering when other uses are developed in residential areas.
- d. Require all residential development to meet the Municipal District of Mackenzie's Engineering Guidelines and Minimum Servicing Standards.



- e. Encourage any new development to be properly phased based on the location of existing services.
- f. Consider the cost of the provision and maintenance of services when reviewing development proposals.

**Multi-family**

- g. Support the development of multi-family residential in close proximity to major road and community facilities.

**Mobile Homes**

- h. Encourage the development of mobile home subdivisions and mobile home parks to provide affordable, high quality housing for existing and new residents.
- i. Evaluate mobile home parks based on the following criteria:
  - i. Availability of proper on-site parking
  - ii. Landscaping and recreation space
  - iii. Access to a collector road
  - iv. Surrounding land uses



## **5.4 Commercial**

### 5.4.1 Background

In terms of commercial development on Fort Vermilion, there are a few restaurants, a small department store, and a number of other service-related enterprises, all located within a fairly central area. This Area Structure Plan supports the development of this central area as the focus for commercial activity in Fort Vermilion.

A portion of the Hamlet abuts Highway 88, which connects the Hamlet to Highway 58 and eventually High Level, as well as connecting to communities to the south. Although it is currently gravel to the south, there have been many discussions regarding paving the roadway. The paving of Highway 88 will provide a more direct route from Fort Vermilion to rest of the province to the south, and will likely increase traffic on the Highway. This presents an opportunity to allow for the development of some Highway Commercial uses along Highway 88.

### 5.4.2 Objectives

The Municipal District's objectives are to:

- a. Encourage a strong central commercial district.
- b. Support the existing central commercial area as the focus of commercial activity in Fort Vermilion.
- c. Provide opportunities to grow the central commercial area, should interest arise.
- d. Encourage the development of Highway Commercial uses along Highway 88.

### 5.4.3 Policies

The Municipal District's policies are to:

#### **General**

- a. Direct commercial uses to those areas designated as Commercial on Schedule H.
- b. Ensure existing and future residential development is appropriately buffered from adjacent commercial development.



- c. Encourage commercial development to locate in the central commercial district.
- d. Require all commercial development to meet the Municipal District of Mackenzie's Engineering Guidelines and Minimum Servicing Standards.

**Highway Commercial**

- e. Direct highway commercial uses to those areas designated Highway Commercial in Schedule H.
- f. Prepare an Entrance Enhancement program for the areas adjacent to Highway 88.
- g. Require all highway commercial development to meet the Municipal District of Mackenzie Engineering Guidelines and Minimum Servicing Standards.
- h. Require the development of a service road to access highway commercial development along Highway 88, as shown of Schedule C.





## **5.5 Industrial**

### 5.5.1 Background

The industrial sector in Fort Vermilion is not experiencing industrial growth as rapidly as in other areas of the Municipal District. Despite this, it is still important to consider the accommodation of existing and potential industrial development to ensure the long term viability of the community. A diverse economy, including industrial business, will help build a strong community that will flourish over time.

### 5.5.2 Objectives

The Municipal District's objectives are to:

- a. Minimize conflict between industrial and other land uses in the Hamlet.
- b. Attract new industries to Fort Vermilion by ensuring there is adequate land available for light and medium industrial uses.

### 5.5.3 Policies

The Municipal District's policies are to:

- a. Direct industrial uses to those areas designated Industrial in Schedule H.
- b. Encourage the growth of the existing industrial park west of 45<sup>th</sup> Street and south of 46<sup>th</sup> Avenue.
- c. Require appropriate buffers between the industrial park and other uses in the Hamlet; specifically residential to the west and highway commercial to the south.



## **5.6 Public and Institutional**

### **5.6.1 Background**

Public and institutional uses are an important aspect of any community. In Fort Vermilion, this land use designation includes schools, government buildings and yards, medical facilities and recreational buildings. Fort Vermilion is well-served with institutional uses for its size, boasting a hospital, a provincial court building, two schools, and the Community and Cultural Complex. Some government services have been lost in Fort Vermilion, but the aging population in the community, as well as the numerous potential opportunities, require that every effort is made to revert the flow and encourage provincial and other agencies to maintain and enhance services in the community, most importantly health services.

The Community and Cultural Complex, while aging, is a significant benefit to the community. The MD of Mackenzie is committed to ensure the long term usability of this facility for both Fort Vermilion and other MD residents. One of the main assets of the complex is the Fort Vermilion Heritage Centre, which houses numerous artifacts, as well as the archives of the experimental farm dating from the early 1900s. The Centre and its archives, detailing Fort Vermilion's history, are an important resource that should be preserved and promoted.

The two schools, Fort Vermilion Public School and St. Mary's Elementary School are underutilized at 58% and 71% respectively. However, the 2005/2006 enrollment numbers are up to 180+, up from 140 in 2004/2005. This increases the utilization to 76%-85%, depending on the number of special needs students. These figures indicate that additions/renovations will be needed in the future, however, these could occur on existing property and would not require the expansion of either schoolyard.

### **5.6.2 Objectives**

The Municipal District's objectives are to:

- a. Encourage the maintenance and development of public and institutional to serve the needs of Municipal District residents.
- b. Support the development of appropriate tourism facilities.



### 5.6.3 Policies

The Municipal District's policies are to:

- a. Direct public and institutional uses to those areas designated Public and Institutional on Schedule H.
- b. Provide land for schools and parks, as needed, through purchase or through the dedication and allocation of municipal/school reserve.
- c. Ensure the provision of adequate Emergency Services to protect the health and safety of Fort Vermilion and surrounding area residents.
- d. Cooperate and consult with the Fort Vermilion School Division to meet the needs of students and encourage the use of school facilities by the public.
- e. Work with Alberta Health to maintain and enhance the services offered by St. Theresa General Hospital.
- f. Support efforts to expand the change rooms in the community and cultural complex.



## 5.7 Recreation and Open Space

### 5.7.1 Background

Fort Vermilion is fortunate to have a significant amount of parks and open space, including sports fields, a golf course, river walk, and neighbourhood parks. These are attractive features of the community which add to the quality of life for existing residents, while attracting new residents to the area. Council would like to support and enhance recreational opportunities for residents and visitors by protecting the existing system and exploring the potential for further developing recreation and open space in the Hamlet.

### 5.7.2 Objectives

The Municipal District's objectives are to:

- a. Develop and maintain a system of parks, greenways, open space, and related facilities to serve the needs of Fort Vermilion residents and visitors.

### 5.7.3 Policies

The Municipal District's policies are to:

- a. Direct recreation and open space uses to those areas shown as Recreation and Open Space on Schedule H.
- b. Maintain and improve Municipal District managed parks and consider additional neighbourhood parks as development occurs.
- c. Continue to support the efforts of the Fort Vermilion Recreation Board.
- d. Develop a Municipal-wide Recreation Master Plan.
- e. Develop a Municipal Reserve Policy for the Municipal District.
- f. Until a Municipal Reserve Policy is in place, require either a 10% dedication of land or cash-in-lieu of land, as determined by Council, based on the needs of the community.
- g. Support development of recreational uses to serve as activities for residents and a draw for visitors.



## 6.0 COMMUNITY CONCEPT PLAN

The Community Concept Plan (Schedule I) is based on an analysis of the Plan Area's physical and man-made opportunities and constraints and represents the Municipal District's preference for development patterns, if new development should be contemplated in the Hamlet.

Major components of the Community Concept Plan include:

- Including parks in new residential areas
- Connection and integration of new development with existing development
- A range of land uses to accommodate potential demand
- Land to accommodate buffers between incompatible uses (residential and industrial, residential and highway commercial, etc.)

Based on typical hamlet lot sizes in the MD, the residential expansion areas should develop at densities of approximately three units per acre.



N.T.S.



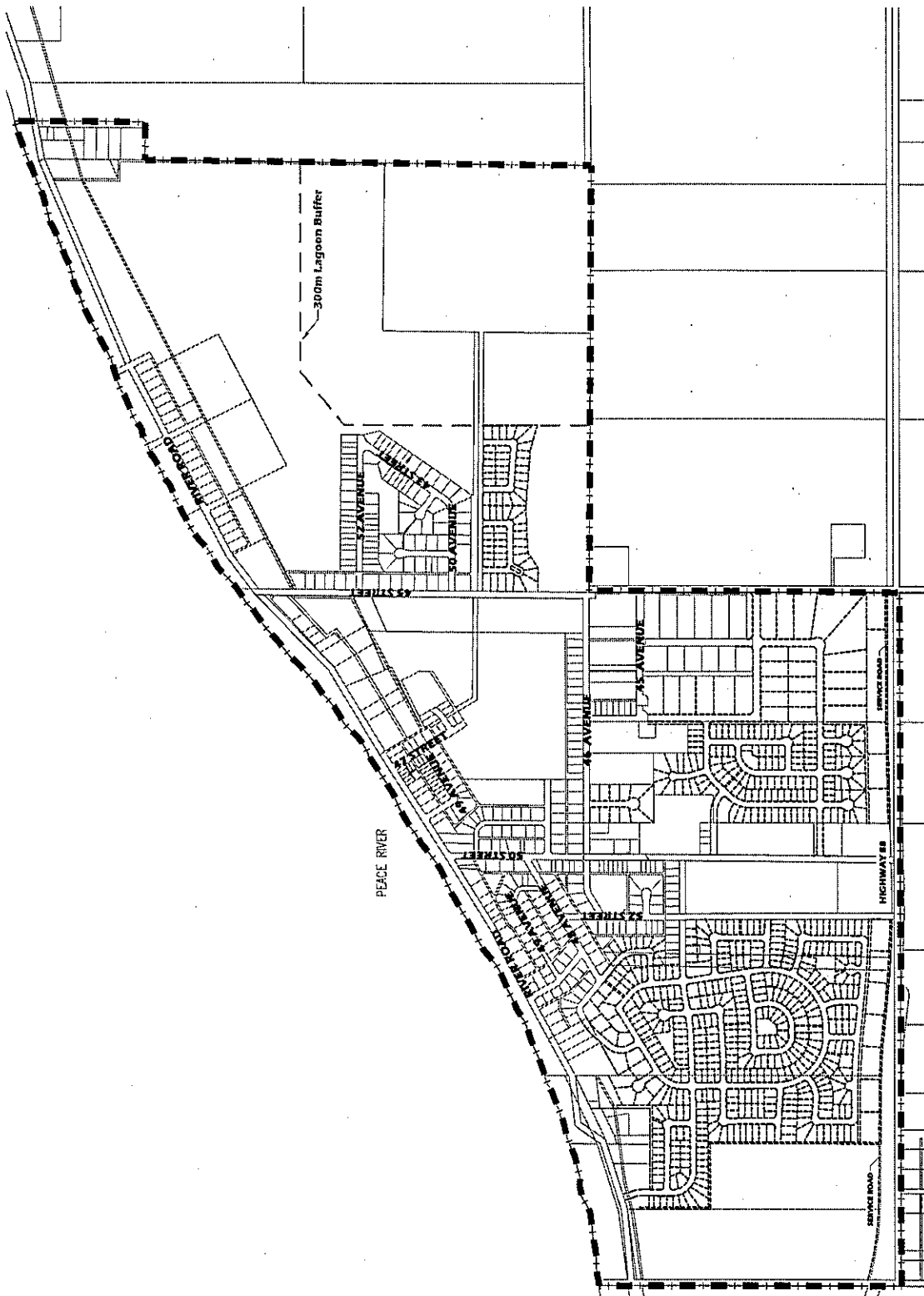
# community concept plan

Schedule



## hamlet of fort vermillion

Area Structure Plan



URBAN SYSTEMS.



## 7.0 IMPLEMENTATION

### 7.1 Area Structure Plan Implementation

In order to be effective, an Area Structure Plan must consider implementation. The table below summarizes policies of the Plan that require action. The policy reference and organizations responsible for action are also summarized to improve ease of use. This table provides an easy reference for future action in order to fully implement the Hamlet of Fort Vermilion Area Structure Plan.

**Table 4: Implementation items for the Fort Vermilion Area Structure Plan**

Item	Policy Number	Participants
Undertake a review of the current use and capacities of the water, sewer and storm systems in Fort Vermilion.	4.1.3 a	MD of Mackenzie
Designate a truck route in order to keep larger trucks away from residential areas.	4.1.3 e	MD of Mackenzie
Explore partnerships with and funding sources from Alberta Community Development (ACD) to inventory and protect the historical resources in the area, through the Heritage Preservation Partnership Program.	4.2.3 a	MD of Mackenzie, Recreation Board, Alberta Community Development
Explore partnerships with and funding sources from Alberta Community Development (ACD) to explore the restoration of historical buildings on River Road through the Alberta Main Street Program.	4.2.3 b	MD of Mackenzie, Recreation Board, Alberta Community Development
Undertake a Community Entrance Enhancement Program.	4.4.3 e	MD of Mackenzie, Fort Vermilion Board of Trade
Support the creation of a committee to review opportunities for winter tourism activities such as cross country skiing, snowshoeing, winter festival, snowmobiling, etc.	4.4.3 g	MD of Mackenzie, Recreation Board
Prepare an Entrance Enhancement program for the areas adjacent to Highway 88.	5.4.3 f	MD of Mackenzie, Fort Vermilion Board of Trade



Develop a Municipal-wide Recreation Master Plan.	5.7.3 d	MD of Mackenzie
Develop a Municipal Reserve Policy for the Municipal District.	5.7.3 e	MD of Mackenzie

## 7.2 Land Use Bylaw

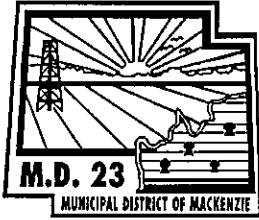
The Land Use Bylaw is the main statutory document used to implement the Land Use policies included in an Area Structure Plan. The development regulations contained within the Land Use Bylaw provide detailed guidelines and requirements in terms of subdivision and development. It may be necessary to amend the Land Use Bylaw to ensure that it conforms to this Area Structure Plan.

## 7.3 Phasing

Development phasing should progress in accordance with Schedule J: Phasing. This will ensure the availability of services, encourage contiguous development, and provide servicing efficiency with respect to installation and maintenance of municipal services.







## M.D. of Mackenzie No. 23

### Request For Decision

Agenda Item # \_\_\_\_\_

<b>Meeting:</b>	Regular Council Meeting
<b>Meeting Date:</b>	February 8, 2006
<b>Presented By:</b>	Eva Schmidt, Planning Supervisor
<b>Title:</b>	<b>PUBLIC HEARING</b> Bylaw 544/06 – Land Use Bylaw Amendment To Rezone S1/2 9-111-19-W5M, SE 17-111-19-W5M and NE 8-111-19-W5M Lying East of Highway 35 From Agricultural District 1 “A1” to Rural Industrial District “R11”

#### BACKGROUND / PROPOSAL:


Council passed first reading of Bylaw 544/06 at their January 10, 2006 meeting. Notification of the proposed bylaw was sent to adjacent landowners, including the Town of High Level, on January 16, 2006 and was advertised in the January 25 and February 1, 2006 editions of the Echo.

#### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The current landowner has requested that the S1/2 of 9-111-19-W5M, the SE 17-111-19-W5M and NE 8-111-19-W5M be rezoned from Agricultural District 1 to Rural Industrial District 1 “R11” to accommodate the growing requests for large tracks of rural land for large industrial development.

The land is situated directly adjacent to the High Level Airport on the east side of the highway were development would not interfere with the operations of the airport as it runs parallel to the airstrip and is not within the flight path. This should be a good location for an industrial development since it is close to the highway, and would not be concerned about the noise of aviation operations.

All development surrounding the High Level Airport would be subject to approval from NAV Canada and Transport Canada. A creek runs across the S1/2 of 9-111-19-W5M and therefore, any development on that parcel would be subject to approval and/or conditions established by Alberta Environment.

<b>Author:</b> Eva Schmidt, Planning Supervisor	<b>Review Date:</b>	<b>C.A.O.:</b> 
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**MD of Mackenzie Land Use Bylaw Requirements:**

**7.34 RURAL INDUSTRIAL DISTRICT 1 "RI1"**

The general purpose of this district is to accommodate industrial buildings and uses which are deemed better suited to rural rather than urban areas.

**A. PERMITTED USES**

- (1) Extensive Agriculture and farm buildings.

**B. DISCRETIONARY USES**

- (1) Agricultural supply depot.
- (2) Bulk fertilizer sales.
- (3) Bulk fuel storage.
- (4) Bulk propane sales.
- (5) Contractor's business.
- (6) Fertilizer sales.
- (7) Industrial Camps
- (8) Maintenance Yard.
- (9) Manufacturing firm.
- (10) Natural resource extraction industry.
- (11) Oil and gas servicing.
- (12) Public use.
- (13) Petroleum facility.
- (14) Salvage/storage yard.
- (15) Security suite.
- (16) Sewage lagoon, sewage treatment plant.
- (17) Mobile/Modular Home (Manufactured) Sales.

**C. MINIMUM LOT SIZE**

0.8 hectares (2 acres) unless otherwise required by the Development Officer.

**D. MINIMUM TOTAL FLOOR AREA**

92.9 square metres (1000 square feet) or as required by the Development Officer.

**E. MINIMUM FRONT YARD SETBACK**

As specified by the local road authority, but in no case less than 41.1 metres (135 feet) from the edge of the highway right of way.

<b>Author:</b> Eva Schmidt, Planning Supervisor	<b>Review Date:</b>	<b>C.A.O.:</b> 
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**F. MINIMUM DEPTH OF SIDE YARD**

15.24 metres (50 feet)

**G. MINIMUM REAR YARD SETBACK**

7.6 metres (50 feet).

**H. THE DESIGN, CHARACTER AND APPEARANCE OF BUILDINGS**

Buildings may be of new construction or moved in. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall compliment the natural features and character of the site to the satisfaction of the Development Officer.

**I. ON-SITE PARKING**

In accordance to the provisions in Section 4.28 of this Bylaw.

**J. LOCATION CRITERIA**

Rural industrial development shall be located where possible along highway corridors or identified collector roads.

**K. ON-SITE PARKING**

In accordance to Section 4.28 of this Bylaw.

**L. LANDSCAPING**

In accordance to Section 4.23 of this Bylaw.

The Town of High Level has notified us that they are initiating step 1 of the IDP dispute resolution process and requested an administrative meeting. This meeting has been scheduled for Friday, February 3, 2006.

The Town has the following initial concerns:

- Industrial uses to the north of the Town do not meet the intent of the IDP.
- A water course runs through the proposed lands being rezoned which discharges into the Town's raw water source of Footner Lake. Contamination by industrial uses is possible.
- Industrial uses listed in the MD's Land Use Bylaw have the potential to generate smoke, steam or electrical interference that could affect the operation of the airport.

<b>Author:</b> Eva Schmidt, Planning Supervisor	<b>Review Date:</b>	<b>C.A.O.:</b> 
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- Industrial uses may be of a height that affects helicopters taking off or landing at the airport.

The Town has advised that they may have additional concerns. In accordance with the Intermunicipal Development Plan (IDP), the Town has 30 days to respond to the proposed bylaw. The Town was sent notification on January 16, 2006 and confirmed receipt of the notification on January 24, 2006. Therefore, the Town has until February 23, 2006 to respond to the proposed bylaw.

**COSTS / SOURCE OF FUNDING:**

N/A

**RECOMMENDED ACTION:**

That second reading be given to Bylaw 544/05, being a Land Use Bylaw amendment to rezone S1/2 9-111-19-W5M, SE 17-111-19-W5M and NE 8-111-19-W5M lying east of Highway 35 From Agricultural District 1 "A1" to Rural Industrial District "RI1".

<b>Author:</b> Eva Schmidt, Planning Supervisor	<b>Review Date:</b>	<b>C.A.O.:</b> 
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**BYLAW NO. 544/06**

**BEING A BYLAW OF THE  
MUNICIPAL DISTRICT OF MACKENZIE NO. 23  
IN THE PROVINCE OF ALBERTA**

**TO AMEND THE  
MUNICIPAL DISTRICT OF MACKENZIE NO. 23 LAND USE BYLAW  
TO REZONE A PORTION OF THE  
INTERMUNICIPAL DEVELOPMENT PLAN CORRIDOR**

**WHEREAS**, the Municipal District of Mackenzie No. 23 has adopted the Municipal District of Mackenzie Land Use Bylaw, and

**WHEREAS**, the Municipal District of Mackenzie No. 23 has a General Municipal Plan adopted in 1995, and

**WHEREAS**, the Council of the Municipal District of Mackenzie No. 23, in the Province of Alberta, has deemed it desirable to amend the Municipal District of Mackenzie No. 23 Land Use Bylaw to rezone properties within the Inter-Municipal Development Plan along Highway 35 north of High Level.

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

1. That the land use designation of the subject parcels known as all those portions of S1/2 of 9-111-19-W5M, SE 17-111-19-W5M and NE 8-111-19 W5M lying east of Highway 35 be rezoned from Agricultural District 1 (A1) to Rural Industrial District (RI1), as outlined in Schedule "A".

First Reading given on the 10<sup>th</sup> day of January, 2006. Motion 06-10

---

Bill Neufeld, Reeve

---

Christine Woodward, Executive Assistant

Second Reading given on the \_\_\_\_\_ day of \_\_\_\_\_, 2006.

\_\_\_\_\_  
Bill Neufeld, Reeve

\_\_\_\_\_  
Christine Woodward, Executive Assistant

Third Reading and Assent given on the \_\_\_\_\_ day of \_\_\_\_\_, 2006.

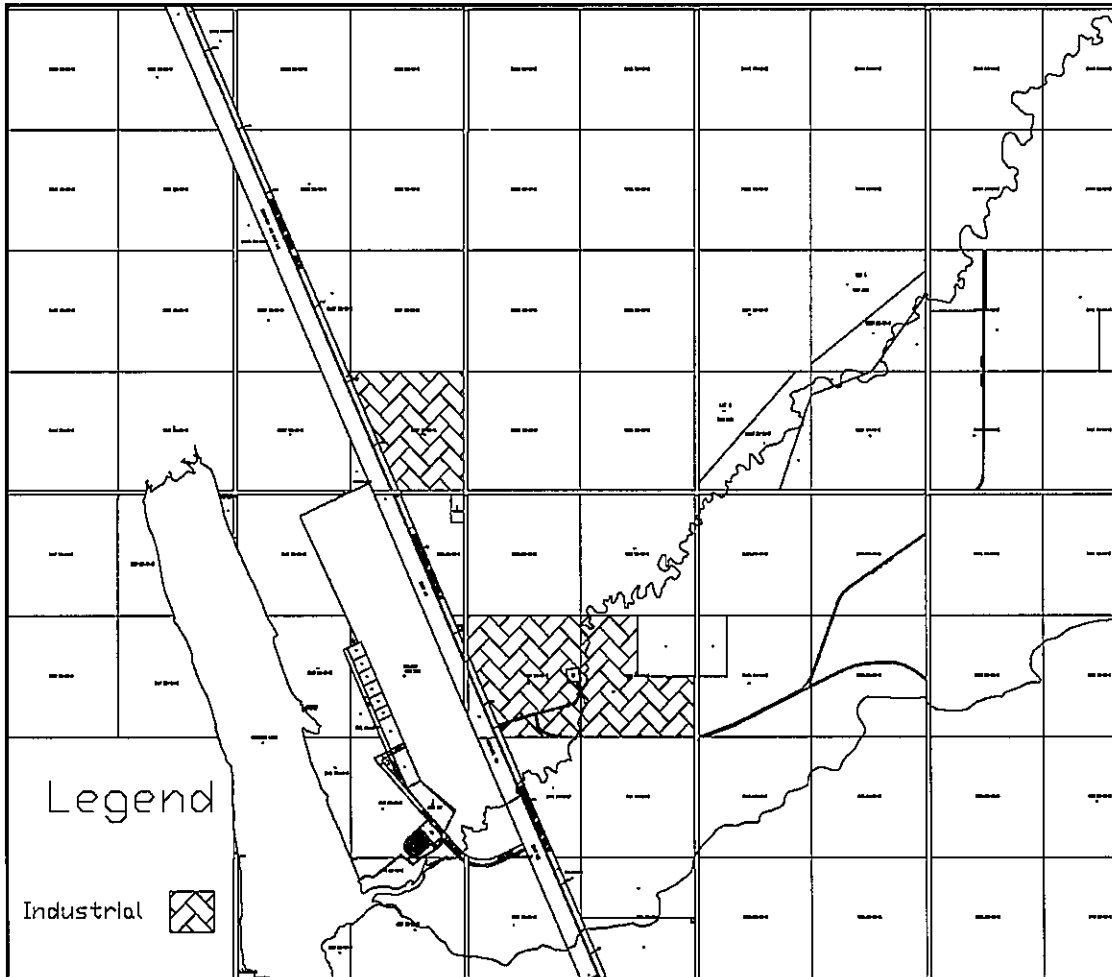
\_\_\_\_\_  
Bill Neufeld, Reeve

\_\_\_\_\_  
Christine Woodward, Executive Assistant

**BYLAW No. 544/06**

**SCHEDULE "A"**

That the land use designation of the following properties be rezoned as specified in Bylaw 544/06: S1/2 9-111-19-W5M, SE 17-111-19-W5M and NE 8-111-19-W5M lying east of Highway 35.



From: Agricultural District 1 "A1" to

To: Rural Industrial District "RI1"

\_\_\_\_\_  
Bill Neufeld, Reeve

\_\_\_\_\_  
Christine Woodward, Executive Assistant

EFFECTIVE THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2006.



**MUNICIPAL DISTRICT OF MACKENZIE NO. 23  
REGULAR COUNCIL MEETING  
DRAFT MINUTES**

**Wednesday, January 25, 2006    6:00 p.m.  
Council Chambers Fort Vermilion, Alberta**

<b>PRESENT:</b>	Bill Neufeld Walter Sarapuk Peter Braun John W. Driedger Ed Froese Willy Neudorf Greg Newman Stuart Watson Jim Thompson	Reeve Deputy Reeve Councillor Councillor Councillor Councillor Councillor Councillor Councillor
<b>ALSO PRESENT:</b>	Ray Coad Christine Woodward Youlia Whittelton Eva Schmidt Paul Driedger  Trent Allen, media Susan McNeil, media And members of the public	Chief Administrative Officer Executive Assistant Director of Corporate Services Planning Supervisor Director of Emergency & Enforcement Services
<b>ABSENT</b>	Lisa Wardley	Councillor

**Minutes of the Regular Council meeting for the Municipal District of  
Mackenzie No. 23 held on Wednesday January 25, 2006 in Council  
Chambers, Fort Vermilion, Alberta.**

**CALL TO ORDER:**        1.1            Call to Order

Reeve Neufeld called the meeting to order at 6:05 p.m.

**ADOPTION OF**            2.1            Agenda Approval  
**AGENDA:**

The agenda was reviewed; Dave Froese of La Crete Sawmills - Delegation 5.2, 8.6 Ice Bridge, 8.7 Bylaw 549/06, 10.11 Council Corner and In Camera Items - 15.1 FOIP Request and 15.2 Minister Letter, were added. 8.5 Jake Wolfe - removed.

**MOTION 06-32**            **MOVED** by Councillor Newman

That the agenda for January 25, 2006 is approved as amended.

**CARRIED**

**MUNICIPAL DISTRICT OF MACKENZIE NO. 23  
REGULAR COUNCIL MEETING  
DRAFT MINUTES  
Wednesday, January 25, 2006**

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**PUBLIC HEARING:**            3.1            No items under this heading

**PRESENTATIONS:**        4.1            No items under this heading

**DELEGATIONS:**            5.1            **REDI – Gary Johnson & Clark McAskile**  
**ADDITION**

A power point presentation showing Council REDI projects for 2005-2006 is included in the Council package.

**5.2            La Crete Sawmills - Dave Froese**

Mr. Froese spoke about the new Heritage Complex and their pleasure that the MD will be paying utilities.

Mr. Froese discussed green energy, an environmentally friendly, renewal energy program, and asked for consideration of this source as a viable and responsible source of heating energy for the Heritage Complex. Council agreed to review administration's update at a later meeting.

**APPROVAL OF MINUTES:**            6.1            **Minutes of the January 10, 2006 Regular Council Meeting**

**MOTION 06-33            MOVED** by Councillor Newman

That the minutes of the January 10, 2006 Regular Council Meeting be adopted as presented.

**CARRIED**

**BUSINESS ARISING FROM MINUTES:**        7.1            **Operating Grant Agreement – La Crete Agricultural Society**

Council asked administration to review information about wood pellets as compared to other conventional utilities used for heat.

**MOTION 06-34            MOVED** by Councillor Braun

La Crete Agricultural Society  
Operating Grant  
Tabled

That the La Crete Agricultural Society Operating Grant be tabled until administration reviews information about wood pellet heating and brings back a recommendation to Council.

**CARRIED**

**MUNICIPAL DISTRICT OF MACKENZIE NO. 23**  
**REGULAR COUNCIL MEETING**  
**DRAFT MINUTES**  
Wednesday, January 25, 2006

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**BUSINESS:**

**8.1                    Bylaw 552/06 – Short Term Borrowing Bylaw**

**MOTION 06-35**

Bylaw 552/06  
First Reading  
Requires 2/3 Majority

**MOVED** by Councillor Neudorf

That first reading be given to Bylaw 552/06 being a bylaw authorizing a short-term borrowing from ATB Financial of a sum not exceeding six million dollars (6,000,000).

**CARRIED**

**MOTION 06-36**

Bylaw 552/06  
Second Reading  
Requires 2/3 Majority

**MOVED** by Councillor Braun

That second reading be given to Bylaw 552/06 being a bylaw authorizing a short-term borrowing from ATB Financial of a sum not exceeding six million dollars (6,000,000).

**CARRIED**

**MOTION 06-37**

Bylaw 552/06  
Consideration for Third Reading  
Requires Unanimous Consent

**MOVED** by Deputy Reeve Sarapuk

That consideration be given to allow to go to third reading for Bylaw 552/06 being a bylaw authorizing the short-term borrowing from ATB Financial of a sum not exceeding six million dollars (6,000,000).

**CARRIED**

**MOTION 06-38**

Bylaw 552/06  
Third and Final Reading  
Requires 2/3 Majority

**MOVED** by Councillor Newman

That third reading be given to Bylaw 552/06 being a bylaw authorizing a short-term borrowing from ATB Financial of a sum not exceeding six million dollars (6,000,000).

**CARRIED**

**8.2                    Bylaw 551/06 – Rezoning SW 3-110-18-W5M**

**MOTION 06-39**

Bylaw 551/06  
First Reading  
Requires 2/3

**MOVED** by Deputy Reeve Sarapuk

That first reading be given to Bylaw 551/06 to rezone Part of SW 3-110-18-W5M "Lot 01, Block 01, Plan 922 3304" from Agricultural District 1 "A1" to Rural Industrial District 1 "R11".

**CARRIED**

**MUNICIPAL DISTRICT OF MACKENZIE NO. 23**  
**REGULAR COUNCIL MEETING**  
**DRAFT MINUTES**  
Wednesday, January 25, 2006

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**8.3                    Intermunicipal Development Plan Update**

Planning Supervisor Schmidt had recommended that the Intermunicipal Development Plan Committee proceed to review the Intermunicipal Development Plan. Since the RFD was prepared, a letter was received from the Town of High Level, indicating that they wish to implement a dispute resolution regarding the new Bylaw 544/06, which received first reading on January 10, 2006.

A new meeting will be set with High Level to clarify issues and the Intermunicipal Development Plan is tabled in the interim.

**8.4                    MD Waterfront Cottage Development Task Force – Terms of Reference**

**MOTION 06-40**

**MOVED** by Councillor Froese

That the Municipal District of Mackenzie Waterfront Cottage Development Task Force Terms of Reference be adopted as presented.

**CARRIED**

**REMOVED from  
AGENDA**

**8.5                    Request for Appointment - (Jake Wolfe)**

This was removed from the agenda at the Reeve's request, as policy is in place for expense requests and because seats available to the MD on the Upper Hay Recreational Hunting and Fishing Advisory Board are filled.

**ADDITION**

**8.6                    Ice Bridge**

The many complaints about the lack of an Ice Bridge were brought up. The public does not realize that the ice bridge is the province's responsibility and the MD has no control over it.

Council noted that the AMA website indicates that the Ice Bridge will be open Feb. 1.

**MOTION 06-41**  
Requires Unanimous Consent

**MOVED** by Councillor Neudorf

That a letter of concern is sent to the Minister of Infrastructure and Transportation about the Ice Bridge.

**CARRIED**



**MUNICIPAL DISTRICT OF MACKENZIE NO. 23  
REGULAR COUNCIL MEETING  
DRAFT MINUTES  
Wednesday, January 25, 2006**

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Utilities' Report as information - **CARRIED**

**MOTION 06-51** **MOVED** by Councillor Thompson to accept the REDI Regional Airport Study Update as information - **CARRIED**

**MOTION 06-52** **MOVED** by Councillor Thompson to accept the Agriculture Service Board Minutes of 11/02/05 and the Vet Advisory Board Minutes of 01/22/05 as information - **CARRIED**

**MOTION 06-53** **MOVED** by Councillor Driedger

That Councillors are authorized to attend former Tall Cree Chief Francis Meneen's funeral service in Fort Vermilion on Jan. 26.

**CARRIED**

**INFORMATION  
CORRESPONDENCE:**

11. Information Correspondence

**MOTION 06-54** **MOVED** by Councillor Watson

That the letters submitted for the Jan. 25/06 meeting:

- NDCC Grant Approval
- 2004 Municipal Demo Project Grant - Zama
- Effective Public Input Workshop
- NADC Proposed Program Changes
- FCM Funding for Energy Projects
- FCSS Program Funding
- Zama City Fire Smart Open House
- Alberta Surface Rights Federation Open House

be accepted as information.

**CARRIED**

12. Round Table

Council reviewed meetings and workshops attended in the past month.

**NEW BUSINESS:  
MOTION 06-55**  
Unanimous Vote

**MOVED** by Councillor Neudorf

That the High Level municipal office administration be moved into the High Level EMS station.

**CARRIED**

**MUNICIPAL DISTRICT OF MACKENZIE NO. 23  
REGULAR COUNCIL MEETING  
DRAFT MINUTES  
Wednesday, January 25, 2006**

Page 7 of 7

**NOTICES OF MOTION:** There were no notices of motion.

**CONFIDENTIAL  
MATTERS:**

**15.           In Camera**

Confidential items will be moved to the end of the agenda starting Jan. 25/06.

**MOTION 06-56**

**MOVED** by Councillor Thompson

Time: 9:05 p.m.

That Council goes In Camera to discuss:

- FOIP Request
- Letter from Minister of Alberta Municipal Affairs

**CARRIED**

**MOTION 06-57**

**MOVED** by Councillor Braun

Time: 9:35 p.m.

That Council comes Out of Camera.

**CARRIED**

**MOTION 06-58**

**MOVED** by Councillor Newman

That a stakeholders meeting be called in order to move the High Level medical clinic forward.

**CARRIED**

**NEXT MEETING  
DATES:**

- 16.    a)    Regular Meeting:**  
Wednesday, February 8, 2006  
10:00 a.m.  
Council Chambers, Fort Vermilion

**ADJOURNMENT:**

**17.    a)    Call for Adjournment**

**MOTION 06-59**

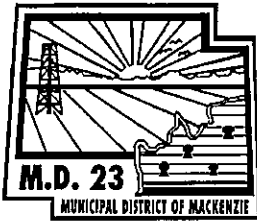
**MOVED** by Deputy Reeve Sarapuk

That the regular Council meeting of January 25, 2006 be adjourned.

**CARRIED**

Time: 9:45 p.m.

These minutes will be presented for approval on the 8<sup>th</sup> day of February, 2006.



## M.D. of Mackenzie No. 23

### Request For Decision

Agenda Item # \_\_\_\_\_

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 8, 2006</b>
<b>Presented By:</b>	<b>Eva Schmidt, Planning Supervisor</b>
<b>Title:</b>	<b>Integrated Land Use Planning Terms of Reference</b>

#### BACKGROUND / PROPOSAL:

Council approved the Terms of Reference for the development of the Local Integrated Plan at their November 23, 2005 meeting. These Terms of Reference need to be approved by all stakeholders and since Alberta Sustainable Resource Development requested some changes, all the stakeholders are required to approve the Terms of Reference again with amendments.

#### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The following changes have been made to the document:

- Page 1, third paragraph, add "The planning group will seek consensus in each of its recommendations. It is also recognized that if this is not possible, the department (SRD) will develop and implement a plan that abides by local and provincial management objectives."
- Page 2, add another bullet "Identification of important cultural, spiritual and historical sites."
- Page 5, add the following to the chart "process for plan revision, review and assessment" and "learn".
- Page 6, add to first set of bullets "Aboriginal Traditional Use Studies and Consultation feedback."
- Page 7, add heading "Aboriginal Consultation Process" and under this heading add "This Land Use Initiative will engage First Nations within the study area to provide adequate opportunities for their involvement in resource management planning. A key component of this consultation activity is the identification of traditional use sites that may be affected by land management and resource development activities. It is anticipated that Traditional Use Studies (TUS) will help to avoid land use conflicts and possibly provide further protection of important First Nation traditional use sites."

<b>Author:</b> Eva Schmidt, Planning Supervisor	<b>Review Date:</b>	<b>C.A.O.:</b> 
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- Page 8, add 2 sections and an additional heading
  - “Integrated Regional Services (IRS)/Rangeland Management Branch (RMB)” as a heading for “The Northwest Regional Executive Director (Ken McCrae) and Rangeland Management Branch Director (Keith Lyseng) and their respective field staff will provide advice and support to the planning Group throughout the Phase 1 project.”
  - “First Nation Consultation” as a heading for “Sustainable Resource Development in association with the members of the Land Use Planning group will provide area First Nations opportunities for active participation, information sharing and consultation at any time during the Phase 1 planning process.
  - “Members of Legislative Assembly (MLA)” as a heading for the paragraph regarding how MLA’s will stay informed.
- Page 9, under Communications add “Public communications will be handled through ASRD communications advisors.”
- Page 10, add a box with “IRS – NW Region Ken McCrae and Keith Lyseng (Integrated Regional Service Support)”
- Page 11, add to the following:
  - clause 8 – Public meetings and “FN Consultation” to review . . .
  - clause 11 – “Recommended” final plan . . .
  - add clause 13 – “ADM Public Lands and Forests Division reviews and approves recommended plan.”
- Page 12, add to Highest and Best Use “The preferred use of the land as agreed by the Stakeholders, supported by the capability of the land (soils, timber, wildlife) to ensure that the priorities of people, prosperity and protection of land and resources are achieved.”

**COSTS / SOURCE OF FUNDING:**

N/A

**RECOMMENDED ACTION:**

That the Terms of Reference for the Local Integrated Plan be approved as amended and presented.

<b>Author:</b> Eva Schmidt, Planning Supervisor	<b>Review Date:</b>	<b>C.A.O.:</b> 
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## INTRODUCTION

The development of a Local Integrated Plan for lands within the White and Green Zone was initiated in the spring of 2004 as a result of demands placed on public land. The Municipal District (MD) of Mackenzie is interested in more land for agricultural development, replacing lands given up in 1996 to green zone, and ensuring best land use. The Forest Industry wants to maintain or enhance existing Tenure, while the Department of Sustainable Resource Development wants to ensure decisions are based on highest and best land use strategies. With varying interests, the need for an Integrated Land Use Plan for the MD of Mackenzie Phase I area (Figure 1), developed by stakeholders is essential to the best management of the land. It has been recognized that the land in Phase 1 should be viewed in its entirety rather than each part in isolation. Currently, the land is managed for various uses including agriculture, recreation, soil and water conservation, timber production, watershed and fish and wildlife habitat.

The MD of Mackenzie, Alberta Environment, Sustainable Resource Development, Northern Alberta Development Council, and the Forest Industry together with representatives from the First Nations and Métis Nations, Town of High Level and Alberta Community Development are invited to participate in the MD of Mackenzie Plan Phase I.

These agencies will work in consultation with public stakeholder groups to develop a land use strategy for public land in the MD of Mackenzie Phase 1 Plan (Phase I). The Phase I plan will identify and incorporate community values and government's policy for the allocation, use and management of public lands and resources within the planning area. The planning group will seek consensus in each of its recommendations. It is also recognized that if this is not possible, the department (SRD) will develop and implement a plan that abides by local and provincial management objectives.

## GOAL

To develop a Plan that will be used to guide decision-making and as a management tool for the "highest and best use" of public land in the Phase I area, that will identify goals and indicators for the desired sustainable resource use, and strategies used to achieve these goals. These will be based on a balance of community, economic and environmental values that will be obtained through a public consultation/participation process and through a technical review of biophysical land characteristics.

## OBJECTIVES

The plan will provide a strategy for the “highest and best use” of public land and will include some or all of the following (in no particular order):

- Identification of lands suitable for agricultural expansion.
- Identification of lands with current and future timber resources.
- Identification of functional ecosystems associated with watercourses, water bodies and wetland complexes (sensitive landforms such as steep valleys, sand dune/jack pine complexes and wetland complexes).
- Identification of lands containing important fish and wildlife habitat.
- Identification of lands contributing to recreational use and tourism potential.
- Maintain or enhance the current sustainable forest tenure.
- Enhance or expand the current agricultural land base.
- A recommendation on “ highest and best use” for public lands in the planning area.
- A comprehensive plan for implementation of decision.
- Identification of important cultural, spiritual and historical sites.

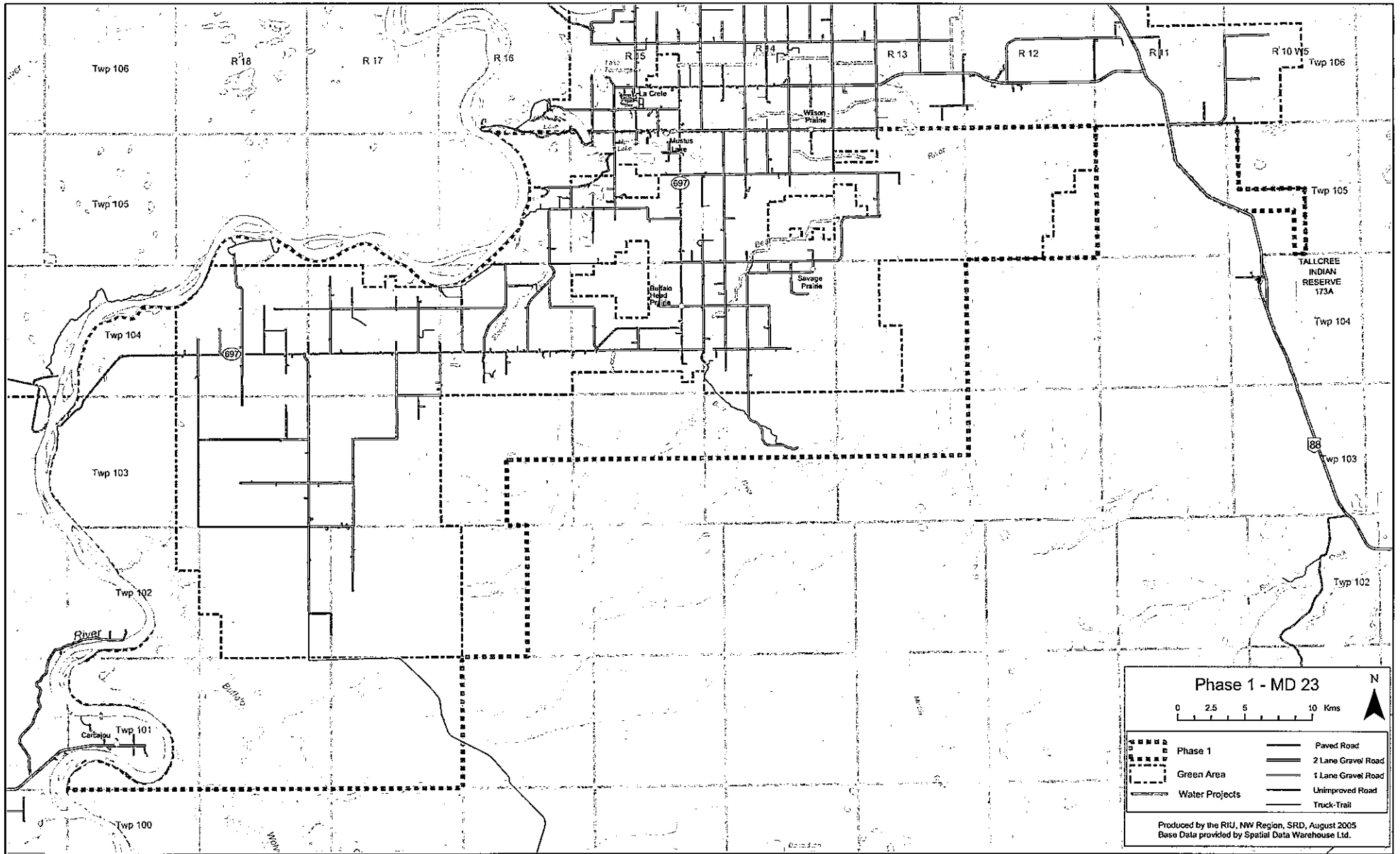
## PLANNING AREA

The Phase I Plan includes the following lands (Figure 1):

- Township 101 we will look at the whole township from the east boundary of the Peace River to the east side of Range 17
- Township 102 we will look at the whole township from the east boundary of the Peace River to the middle of range 16 (east side of range road 16-3)
- S 1/2 of Township 103 (to line of Twp 103-3) we will look at from the east boundary of the Peace River to the middle of Range 16 (east side of range road 16-3)
- N 1/2 of Township 103 (north from Twp 103-3 line) we will look at from the east boundary of the Peace River to the east side of Range 13
- Township 104 we will look at the whole township from the east boundary of the Peace River to the east side of Range 13
- Township 105 we will look at the whole township from the east boundary of Peace River to the east side of Range 13 and existing White Zone east of Hwy 88, which does not include portions of the Tall Cree Indian Reserve #173A

The plan will apply only to public land within the White/Green Zone.

The Planning area is located within the Central and Dry Mixedwood Subregion of the Boreal Forest Natural Region of Alberta (Natural Regions Report No. 1, Government of Alberta). Deciduous forests dominated by aspen and balsam poplar represent the reference vegetation. These aspen forests occur in both pure and mixed stands. Successionally these forests are replaced in time, by white spruce and balsam fir, which become the climax species on upland sites. Dry, sandy uplands are usually occupied by jack pine forests. Peatlands are occupied mainly by black spruce. Black spruce bogs and marshes are major components of the Boreal Forest Natural Region. The dominant soil identified in the area is Gray Luvisol, although Brunisols and Gleysols are also present in the area.



## PLANNING PROCESS

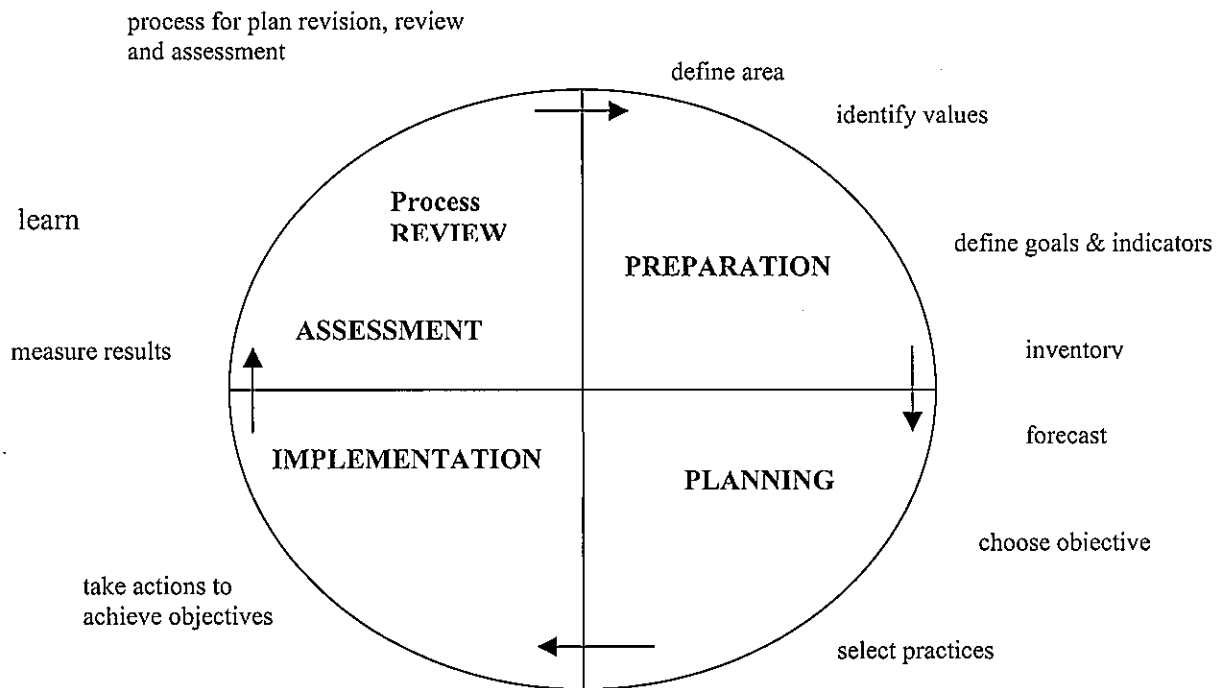
This planning process will involve the identification, prioritization and analysis of values, issues and concerns. It will define the strategies to achieve the goals and to resolve outstanding issues and/or concerns. The local plan will follow a process that uses a balance of community, economic and environment issues and values in the development of the plan.

### **Integrated Resource Management Process**

The planning process includes five phases: preparation, planning, implementation, assessment and review. The process starts by defining the planning area, identifying the values ... and on through the cycle as shown in Figure 3.

Figure 3: Planning Process

### **Phase I MD of Mackenzie Land Use Planning Process The Planning Cycle: Steps to Sustainable Resource Management**



Area residents, industry and stakeholders with community, economic and environmental interests will be asked to be involved in two levels of the public consultation process. Public consultation will include inviting representatives from stakeholder groups and local individuals to be members of the MD of Mackenzie Land Use Planning Group. This process will include an Aboriginal consultation. This will allow direct input into the planning and the decision making process. Public consultation will also include a

broader form of public involvement through a Public Communication Process for the community at large. They will be asked to provide input, review, influence, and critique the interim and final products of the planning process through opportunities such as workshops and submission of written reviews and surveys.

Considerations for the plan will include the bio-physical capability of the land and the long term sustainability and conservation of other resources including fish and wildlife populations and their habitat, timber, watershed, and the presence of sensitive landforms. Available inventory data may be utilized including:

- Land ownership (public and private land)
- Surface Materials (aggregate)
- Existing oil and gas dispositions in the area
- Existing agricultural lease dispositions
- Crown reservations and notations
- Soils
- Agricultural capability ratings
- Timber cover types
- Timber Productivity rating
- Existing forest Tenure
- Fish and wildlife habitat
- Ecological resources
- Local Knowledge of historical land access
- Aboriginal Traditional Use Studies and Consultation feedback.

### PUBLIC CONSULTATION

Public consultation will include inviting representatives from stakeholder groups to be members of the MD of Mackenzie Land Use Planning Group. This will allow direct input into the planning and the decision making process. Public consultation will also include a broader form of public involvement through public meetings, written submissions, and surveys, where the public is requested to provide input, review, influence, and critique the interim and final products of the planning process.

Public consultation will be utilized throughout the planning process to create a plan with goals and indicators for desired sustainable resource use that considers community interests, economy and the environment. The purpose of public consultation will be:

- To identify and understand the perspectives and concerns of citizens and communities in the region.
- To promote awareness and understanding with the general public by creating opportunities to learn and participate in the public involvement process.
- To obtain advice and input which will expand the information and the options upon which decisions are based.
- To identify (anticipate potential problems) and address problems, before conflicts arise, through ongoing public consultation.

- To maximize the benefits and minimize the costs of proposed changes by consulting citizens and communities.

**The desired outcomes of the local plan are:**

- Consideration of community concerns in resource use, land use, and environmental management decisions.
- Continual involvement of community/stakeholders throughout the planning process.
- Identification of planning priorities
- Increased certainty and direction with respect to the conservation, management, protection and development of the planning area's natural resources.
- Enhanced communication and co-operation among industries, communities and government.
- Understanding of the community, economic and environment "trade-offs" important for decision making within the plan area.

**Aboriginal Consultation Process**

This Land Use Initiative will engage First Nations within the study area to provide adequate opportunities for their involvement in resource management planning. A key component of this consultation activity is the identification of traditional use sites that may be affected by land management and resource development activities. It is anticipated that Traditional Use Studies (TUS) will help to avoid land use conflicts and possibly provide further protection of important First Nation traditional use sites.



## PROJECT MANAGEMENT

The administrative procedure and mechanism required for plan development, management, implementation, review and monitoring are outlined in this section. The final Phase 1 project report and recommendations will be reviewed and approved by the Assistant Deputy Minister for Public Lands and Forests Division.

### Integrated Regional Services (IRS)/Rangeland Management Branch (RMB)

The Northwest Regional Executive Director (Ken McCrae) and Rangeland Management Branch Director (Keith Lyseng) and their respective field staff will provide advice and support to the Planning Group throughout the Phase 1 project.

### First Nation Consultation

Sustainable Resource Development in association with the members of the Land Use Planning group will provide area First Nations opportunities for active participation, information sharing and consultation at any time during the Phase 1 planning process.

### Members of Legislative Assembly (MLA)

The MLAs for the area will be kept informed about the process through communications with the MD of Mackenzie Land Use Planning Group.

### MD of Mackenzie Land Use Planning Group (Planning Group)

The Planning Group for the Phase I plan will facilitate the public consultation process and be responsible for developing a plan based on the values and goals obtained from the Public Communication Process and from technical advice provided by the MD of Mackenzie Land Use Working Group. The Planning Group will receive and incorporate technical advice and community, economic and environmental values into a comprehensive land use plan.

The Group will include invitational participants from Alberta Environment (AENV), Alberta Sustainable Resource Development (ASRD), Northern Alberta Development Council (NADC) Alberta Community Development (ACD), MD of Mackenzie and the Forest Industry together with representatives from the First Nations and Métis Nations and the Town of High Level. The stakeholders in the Planning Group will bring the community, economic and environmental values to the planning table and they will be involved in the decisions made during the planning process.

### MD of Mackenzie Land Use Working Group (Working Group)

The Working Group will provide land use recommendations to the Planning Group, based on the biophysical characteristics of the land. There may be some communication between the Working Group and the public but the main responsibility for the Public Communication Process will be with the Planning Group. The Working Group will be expected to participate and provide information and input at the public sessions.

The Working Group will include invitational participants from ASRD, AENV, MD of Mackenzie, ACD, Forest Industry, NADC, Town of High Level, First Nations and Métis Nations.

The Working Group recommendations will be defensible and justifiable based on biophysical characteristics of each parcel of land.

### Public Communication Process

Individuals, organizations, public at large and industries with an interest in the planning area will be asked to review, critique and support the interim and final products of the planning process through opportunities such as workshops and submission of written comments.

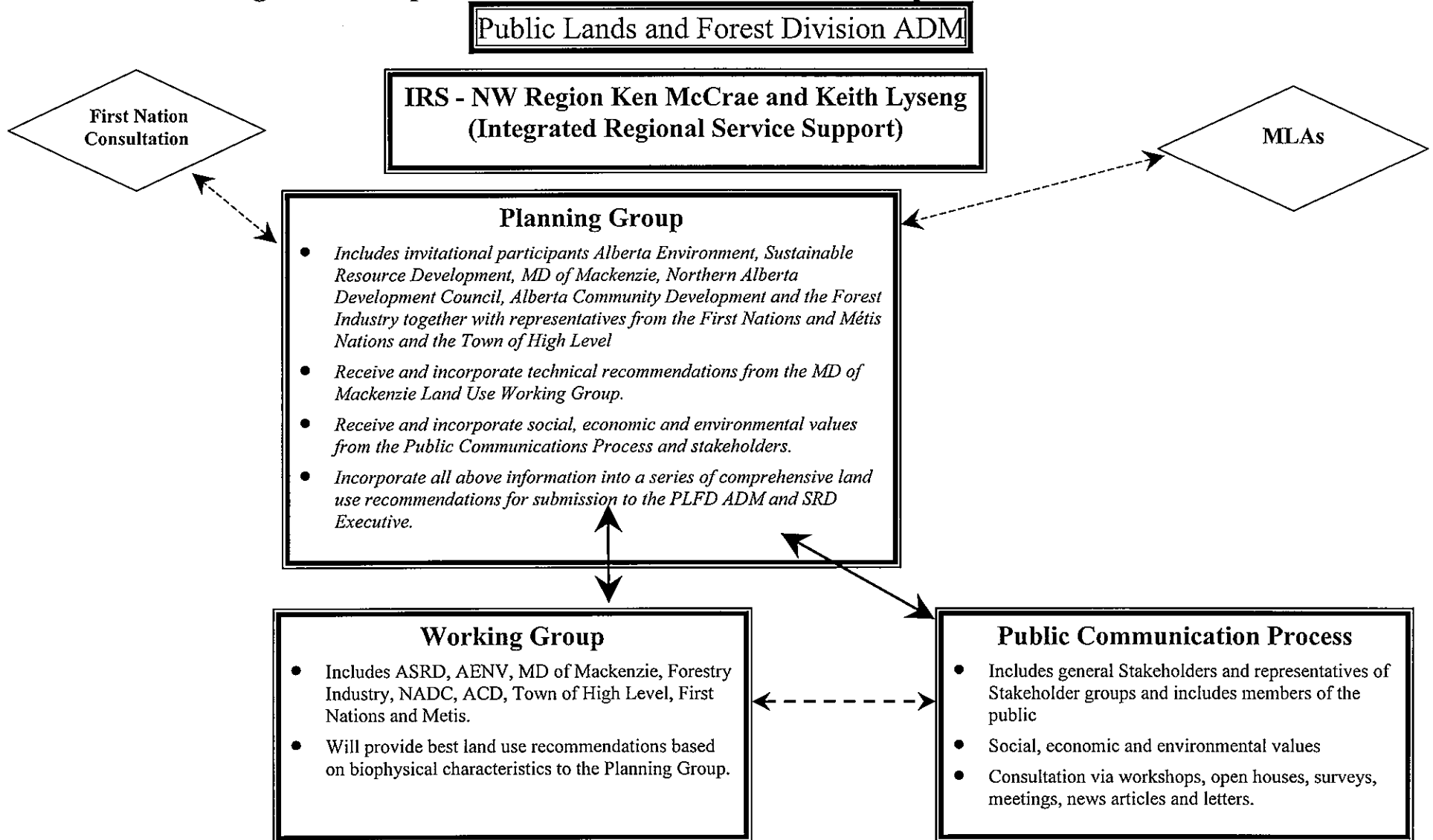
The Public Communication Process will provide information on community, economic, environmental, and land use values to the Planning Group.

### Communications

Public communications will be handled through ASRD communications advisors.

## PROJECT MANAGEMENT

**Figure 4: Proposed Phase I MD of MacKenzie & Implementation Structure**



**M.D. of Mackenzie Land Use Phase 1**  
**PLANNING SCHEDULE**

The tentative scheduling for the planning process is:

1. Endorsement of Terms of Reference by the MD of Mackenzie Planning Group.
2. Draft Terms of Reference; Public Consultation Strategy - Northwest Boreal Regional Director and Executive Director of Rangeland Management Branch review and approval. (July 2005)
3. Public announcement of the M.D. of Mackenzie Land Use Plan Phase 1. (August 2005)
4. Information meetings and open houses with the stakeholders and public to assist the Planning Group in finalizing terms of reference. (September-October 2005)
5. MD of Mackenzie Working Group will develop a process to determine highest and best use.
6. M.D. of Mackenzie Working Group to gather data and develop objectives and best management practices. (Provided to Planning Group January 31, 2006)
7. Planning Group compiles Draft Plan (objectives and management practices). (Completed March 30, 2006)
8. Public meetings and FN Consultation to review the Draft Plan and provide input. (April 2006)
9. Planning Group will review and finalize draft based on public and FN consultation input. (May 2006)
10. Public meeting to review Final Plan. (May-June 2006)
11. Recommended final plan will be endorsed by the MD of Mackenzie planning group.
12. Northwest Boreal Regional Director and Executive Director of Rangeland Management Branch reviews and endorses Final Plan of the M.D. of Mackenzie Land Use Plan Phase 1. (June 27, 2006)
13. ADM Public Lands and Forests Division reviews and approves recommended plan.
14. Implementation of local plan. This will primarily be the responsibility of Public Lands and Forests Division with assistance other government agencies as needed.
15. Assessment and review of implementation with community and stakeholders. This will be an on-going process (7-year review period as part of planning process).

## GLOSSARY OF TERMS

Goal:	A broad, general statement that describes a desired state or condition related to one or more values.
Indicator:	A measurable variable used to report progress toward the achievement of a goal.
Objective:	A clear, specific statement of expected quantifiable results to be achieved within a defined period of time related to one or more goals; commonly stated as a desired level of an indicator.
Planning:	The organized process of identifying procedures and activities to be undertaken to achieve specific goals.
Practice:	An on the ground activity designed to achieve an objective
Stakeholder:	Any individual, organization and /or businesses with an interest in the proposed planning area.
Value:	A principle, standard, or quality considered worthwhile or desirable.
Important:	Those habitats required to sustain wildlife species of concern in numbers necessary to meet management goals.
Highest and Best Use:	The preferred use of the land as agreed by the Stakeholders, supported by the capability of the land (soils, timber, wildlife) to ensure that the priorities of people, prosperity and protection of land and resources are achieved.

## **APPENDIX 1      Planning Team List**

## PLANNING TEAM

### MD of Mackenzie Land Use Planning Group

*Stakeholder Representatives (Require Listing of Group Members)*

#### Government Representatives

Gail Tucker  
Area Manager, Upper Hay Area  
Public Lands and Forests Service  
Sustainable Resource Development  
Bag 900, 2<sup>nd</sup> Floor Provincial Building  
10106-100 Ave  
High Level, Alberta  
T0H 1Z0

Ph: 780.926.7010  
Fax: 780.926.4224  
email: [gail.tucker@gov.ab.ca](mailto:gail.tucker@gov.ab.ca)

Sonja Raven  
RLMB/F.V. Public Lands Division  
Box 520  
Fort Vermilion, AB  
T0H 1N0

Ph: 780.927-3712  
Fax: 780.927-4669  
email: [Sonja.Raven@gov.ab.ca](mailto:Sonja.Raven@gov.ab.ca)

Rod Burr  
Team Leader, Environment  
Alberta Environment  
Bag 900, Box 31  
Second Floor, 9621-96 Avenue  
Peace River, Alberta  
T8S 1T4

Ph: 780.624.6567  
Fax: 780.624.6335  
email: [rod.burr@gov.ab.ca](mailto:rod.burr@gov.ab.ca)

Larry Stewart  
Community Development Officer  
Alberta Community Development  
Provincial Building  
Bag 900-11, 9621-96 Ave  
Peace River, AB  
T8S 1T4

Ph: 780.624.6295  
Fax: 780.624.6228  
email: [larry.stewart@gov.ab.ca](mailto:larry.stewart@gov.ab.ca) 3<sup>rd</sup> Floor,

**MD OF Mackenzie WORKING GROUP**

Tim Barker  
Daishowa-Marubeni International Ltd.  
Bag 200, Pulp Mill Site  
Peace River, Alberta  
T8S 1V5

Ph: 780.624.7065  
Fax: 780.6247086  
email: [tbarker@prpddmi.com](mailto:tbarker@prpddmi.com)

Paul Driedger  
MD of Mackenzie  
Box 1690  
LaCrete, Alberta  
T0H 2H0

Ph: 780.928.3983  
Fax: 780.928.3636  
email: [pdriedger@md23.ab.ca](mailto:pdriedger@md23.ab.ca)

Mike Mihaly  
N.A.D.C. and Town of High Level  
Box 482  
High Level, Alberta  
T0H 1Z0

Ph: 780.926.2009  
Fax: 780.926.4762  
email: [mtmihaly@telusplanet.net](mailto:mtmihaly@telusplanet.net)

Bill Neufeld  
MD of Mackenzie  
Box 351  
LaCrete, AB  
T0H 2H0

Ph: 780.928-2442  
Fax: 780.928-2442  
email: [neufelds@telusplanet.net](mailto:neufelds@telusplanet.net)

Willy Neudorf  
MD of Mackenzie  
Box 1534  
LaCrete, AB  
T0H 2H0

Ph: 780.928-3570  
email: [rockyridge@mail.com](mailto:rockyridge@mail.com)

Bradley Asmussen  
Footner Forest Products Ltd.  
Box 1856  
High Level, AB  
T0H 1Z0

Ph: 780.841.3646  
Fax: 780. 841-3663  
email: [brad.asmussen@footner.ca](mailto:brad.asmussen@footner.ca)

Sonja Raven  
RLMB/F.V. Public Lands Division  
Box 520  
Fort Vermilion, AB  
T0H 1N0

Ph: 780.927-3712  
Fax: 780. 927-4669  
email: [Sonja.Raven@gov.ab.ca](mailto:Sonja.Raven@gov.ab.ca)



Katherine Lowson  
Public Lands and Forests Division  
9621 – 96 Avenue  
Peace River, AB  
T8S 1T4

Ph: 780.624-6116  
Fax: 780.624-6180  
email: [katherine.lowson@gov.ab.ca](mailto:katherine.lowson@gov.ab.ca)

Rod Burr  
Team Leader, Environment Northern Region  
Alberta Environment  
Bag 900, Box 31  
Second Floor, 9621-96 Avenue  
Peace River, Alberta  
T8S 1T4

Ph: 780.624.6567  
Fax: 780.624.6335  
email: [rod.burr@gov.ab.ca](mailto:rod.burr@gov.ab.ca)

Larry Stewart  
Community Development Officer  
Alberta Community Development  
Provincial Building  
Bag 900-11, 9621-96 Ave  
Peace River, AB  
T8S 1T4

Ph: 780.624.6295  
Fax: 780.624.6228  
email: [larry.stewart@gov.ab.ca](mailto:larry.stewart@gov.ab.ca) 3<sup>rd</sup> Floor,

Robert J. Popowich  
SRD Public Lands & Forests  
Bag 900, 10106-100 Ave  
High Level, AB  
T0H 1Z0

Ph: 780.926-7011  
Fax: 780.926-4224  
email: [robert.popowich@gov.ab.ca](mailto:robert.popowich@gov.ab.ca)

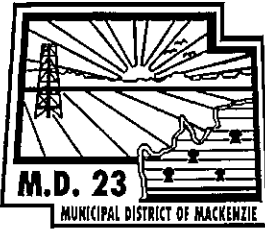
Dave Moyles  
Fish & Wildlife Service  
Main Floor, 9621 - 96 Avenue  
Peace River, AB  
T8S 1T4

Ph: 780.624-6465  
Fax: 780.624-6255  
email: [dave.moyles@gov.ab.ca](mailto:dave.moyles@gov.ab.ca)

### **Integrated Regional Services (Support)**

Norman Brownlee  
Executive Assistant  
Integrated Regional Services  
Sustainable Resource Development  
3<sup>rd</sup> Floor, Provincial Building  
9621-96 Avenue,  
Peace River, Alberta  
T8S 1T4

Ph: 780.624.6205  
Fax: 780.926.4224  
email: [Norman.Brownlee@gov.ab.ca](mailto:Norman.Brownlee@gov.ab.ca)



# M.D. of Mackenzie No. 23

## Request For Decision

Agenda Item # \_\_\_\_\_

<b>Meeting:</b>	Regular Council Meeting
<b>Meeting Date:</b>	February 8, 2005
<b>Presented By:</b>	Joulia Whittleton, Director of Corporate Services
<b>Title:</b>	Borrowing Bylaw 540/06 – Zama Tower Road Sewer Installation and Servicing

### BACKGROUND / PROPOSAL:

Council approved \$310,000 in the 2006 Capital Budget for the Zama Tower Road Sewer Installation and Servicing. Total project is to be funded by borrowing and the cost is to be recovered through a local improvement charge at 100% rate for sewer installation and at \$5,000/per lot for service connection.

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The current budget includes \$310,000 for this project with funding coming from debenture borrowing. \$275,000 is an estimated cost for sewer installation and \$35,000 is an estimated cost for utility servicing connections.

We expect to sell these lots and collect \$35,000 for the utility servicing connections within short period of time. We ask that the 2006 Capital Budget be amended for this project as follows:

Current source of funding	Proposed source of funding
\$310,000 by Debenture with cost recovery by imposing a local improvement charge and a utility connection fee	\$275,000 by Debenture with cost recovery by imposing a local improvement charge (Bylaw 546/06)
	\$35,000 from General Capital Reserve The utility service connection fees will be placed back into GCR upon collections (Bylaw 548/06)

<b>Author:</b> YW	<b>Review Date:</b>	<b>C.A.O.:</b>
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Please review bylaw 540/06.

**COSTS / SOURCE OF FUNDING:**

Budgets for annual interest and principle payments will be included in the MD's annual operating budget once the borrowing is made.

**RECOMMENDED ACTION:**

**Motion 1:** Requires 2/3

That the funding for the approved 2006 Capital Zama Tower Road Sewer/Utility Connection project be amended as follows:

- \$275,000 by Debenture with cost recovery by imposing a local improvement charge;
- \$35,000 from General Capital Reserve with the utility service connection fees imposed under bylaw 548/06 placed back into the General Capital Reserve upon collections.

**Motion 2:** Requires 2/3

That first reading be given to Bylaw 540/06, being a bylaw authorizing a debenture borrowing in the amount of \$275,000 for Zama Tower Road Sewer Installation.

<b>Author:</b> YW	<b>Review Date:</b>	<b>C.A.O.:</b> 
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**BYLAW NO. 540/06**  
**BEING A BYLAW OF THE**  
**MUNICIPAL DISTRICT OF MACKENZIE NO. 23**  
  
(hereinafter referred to as "the Municipality")  
**IN THE PROVINCE OF ALBERTA**

**This bylaw authorizes the Council of the Municipality to incur indebtedness by the issuance of debenture(s) up to a maximum of \$310,000, for the purpose of financing the Zama Tower Road Sewer Installation and Servicing project.**

**WHEREAS:**

The Council of the Municipality has decided to issue a by-law pursuant to Section 263 of the *Municipal Government Act* to authorize the financing, undertaking and completion of the Zama Tower Road Sewer Installation and Servicing project as described in the local improvement plan authorized by council.

Plans and specifications have been prepared and the total cost of the project is estimated to be \$310,000 and the Municipality will recover 100% of the costs through frontage costs over 20 years.

In order to complete the project it will be necessary for the Municipality to borrow the sum of \$310,000, for a period not to exceed 20 years, from the Alberta Capital Finance Authority or another authorized financial institution, by the issuance of debentures and on the terms and conditions referred to in this bylaw.

The estimated lifetime of the project financed under this by-law is equal to, or in excess of 25 years.

The principal amount of the outstanding debt of the Municipality at December 31, 2004 is \$8,024,843.59 and no part of the principal or interest is in arrears.

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

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

1. That for the purpose of completing the Zama Tower Road Sewer Installation and Servicing project the sum of THREE HUNDRED AND TEN THOUSAND (\$310,000) be borrowed from the Alberta Capital Finance Authority or another authorized financial institution by way of debenture on the credit and security of the Municipality at large.
2. The amount of TWO HUNDER SEVENTY FIVE (\$275,000) is to be collected by way of local improvement tax imposed pursuant to the municipality's tax Bylaw No. 542/06 in the amount of \$275,000; and THIRTY FIVE (\$35,000) is to be collected through imposing a sewer connection fee as per Bylaw No. 543/05 in the amount of \$35,000.
3. The proper officers of the Municipality are hereby authorized to issue debenture(s) on behalf of the Municipality for the amount and purpose as authorized by this by-law, namely the Zama Tower Road Sewer Installation and Servicing project.
4. The Municipality shall repay the indebtedness according to the repayment structure in effect, namely annual or semi-annual equal payments of combined principal and interest instalments not to exceed TWENTY (20) years calculated at a rate not exceeding the interest rate fixed by the Alberta Capital Finance Authority or another authorized financial institution on the date of the borrowing, and not to exceed TEN (10) percent.
5. The indebtedness shall be contracted on the credit and security of the Municipality.
6. The net amount borrowed under the by-law shall be applied only to the project specified by this by-law.
7. This by-law comes into force on the date it is passed.

First Reading given on the \_\_\_\_\_ Day of \_\_\_\_\_, 2006.

\_\_\_\_\_  
Bill Neufeld, Reeve

\_\_\_\_\_  
C. Woodward, Executive Assistant

Second Reading given on the \_\_\_\_\_ Day of \_\_\_\_\_, 2006.

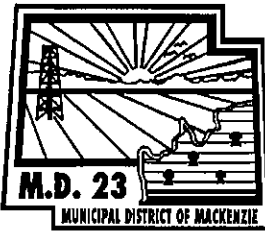
\_\_\_\_\_  
Bill Neufeld, Reeve

\_\_\_\_\_  
C. Woodward, Executive Assistant

Third Reading and Assent given on the \_\_\_\_\_ Day of \_\_\_\_\_, 2006.

\_\_\_\_\_  
Bill Neufeld, Reeve

\_\_\_\_\_  
C. Woodward, Executive Assistant



## M.D. of Mackenzie No. 23

### Request For Decision

Agenda Item # \_\_\_\_\_

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 8, 2005</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Director of Corporate Services</b>
<b>Title:</b>	<b>Mackenzie Applied Research Association (MARA)</b>

#### BACKGROUND / PROPOSAL:

North Peace Applied Research Association (NPARA) delegation attended December 13<sup>th</sup>, 2005 council meeting. Council was informed regarding a decision to split NPARA into two separate non-profit organizations: the organization branch that will cover the MD 22 with the main office in Manning – the NPARA and the organization branch that will cover the MD 23 with the main office in Fort Vermilion – the MARA.

#### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

We included \$30,000 in the 2006 operating budget as an operating grant to the NPARA.

Since we received a letter announcing the official formation of the Mackenzie Applied Research Association, the \$30,000 grant budgeted for the NPARA should be forwarded to the MARA.

#### COSTS / SOURCE OF FUNDING:

2006 Budget

#### RECOMMENDED ACTION:

**Motion 1:** Requires 2/3

That \$30,000 operating grant budgeted in the 2006 operating budget for the NPARA be forwarded to the MARA.

**Author:**  
YW

**Review Date:**

**C.A.O.:**

# *Mackenzie Applied Research Association*

January 23, 2006

Municipal District of Mackenzie  
Agricultural Service Board  
Fort Vermilion

Attention: Greg Newman, Chairman

I would like to announce the official formation of the Mackenzie Applied Research Association (MARA) — formerly known as the Fort Vermilion branch of the North Peace Applied Research Association. On January 19 (Manning) and January 20 (Fort Vermilion) the NPARA membership voted in favor of separating the two offices. At this point, Manning will retain the NPARA name.

Please note that all funding can be directed to the Mackenzie Applied Research Association. We thank the MD 23 for their continued support and look forward to serving our region with applied research.

Regards,

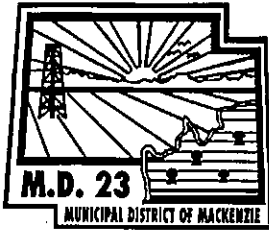


Kelly Zeleny, PAg.  
Research Coordinator  
Mackenzie Applied Research Association  
Fort Vermilion

Cc: Grant Smith, Ag Fieldman

**Box 646**  
**Fort Vermilion, AB TOH 1N0**  
**(780) 927-3776 phone (780) 927-4747fax**

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## M.D. of Mackenzie No. 23

### Request For Decision

Agenda Item # \_\_\_\_\_

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 8, 2006</b>
<b>Presented By:</b>	<b>Brenda Wiebe, Roads Supervisor</b>
<b>Title:</b>	<b>Bylaw 545/06 101 Avenue Local Improvement</b>

#### BACKGROUND / PROPOSAL:

The 2006 budget includes \$1,530,000 for the construction of storm sewer, sidewalk (one side), curb and gutter and paving along 101 Avenue from 102 to 107 Street in La Crete. The attached local improvement plan and bylaw are in accordance with Policy FIN018.

#### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Letters will be sent to all affected landowners with an open house scheduled for February 23, 2006 at the NAIT Campus in La Crete from 5:00 pm to 8:00 pm to review the plans.

#### COSTS / SOURCE OF FUNDING:

The 2006 budget includes \$431,393.00 for the completion of the curb, gutter and sidewalk along 101<sup>st</sup> Avenue of which 30% (or \$129,417.90) is to be recovered through a frontage charge over 10 years. The remainder \$301,975.10 will be recovered through the Alberta Municipal Infrastructure Program.

During budget deliberations there was some discussion regarding installing sidewalk on each side of the street. The additional cost is estimated at \$77,500. This has not been included in the Local Improvement Plan.


#### RECOMMENDED ACTION:

##### **Motion 1:**

That the attached local improvement plan for curb, gutter, and sidewalk along 101 Avenue from 102 Street to 107 Street in the Hamlet of La Crete be approved.

Author: M. Driedger

Reviewed: 

C.A.O.: 



**Motion 2: Requires 2/3**

That first reading be given to Bylaw 545/06 being a bylaw to approve a local improvement charge for curb, gutter, and sidewalk along 101 Avenue from 102 Street to 107 Street in the Hamlet of La Crete be approved.

Author: M. Driedger	Reviewed:	C.A.O.:
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Subject Area

C. of T.

982 0009

24

032 1316

902 2145  
21

C. of T.

012

(012 3149)

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002 4548  
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98:

852 09

942 0787  
PARKSIDE VILLAGE  
MOBILE HOME PARK

5232 TR  
042 3391

103 AVE

1160 NY

18

0781

982 0784

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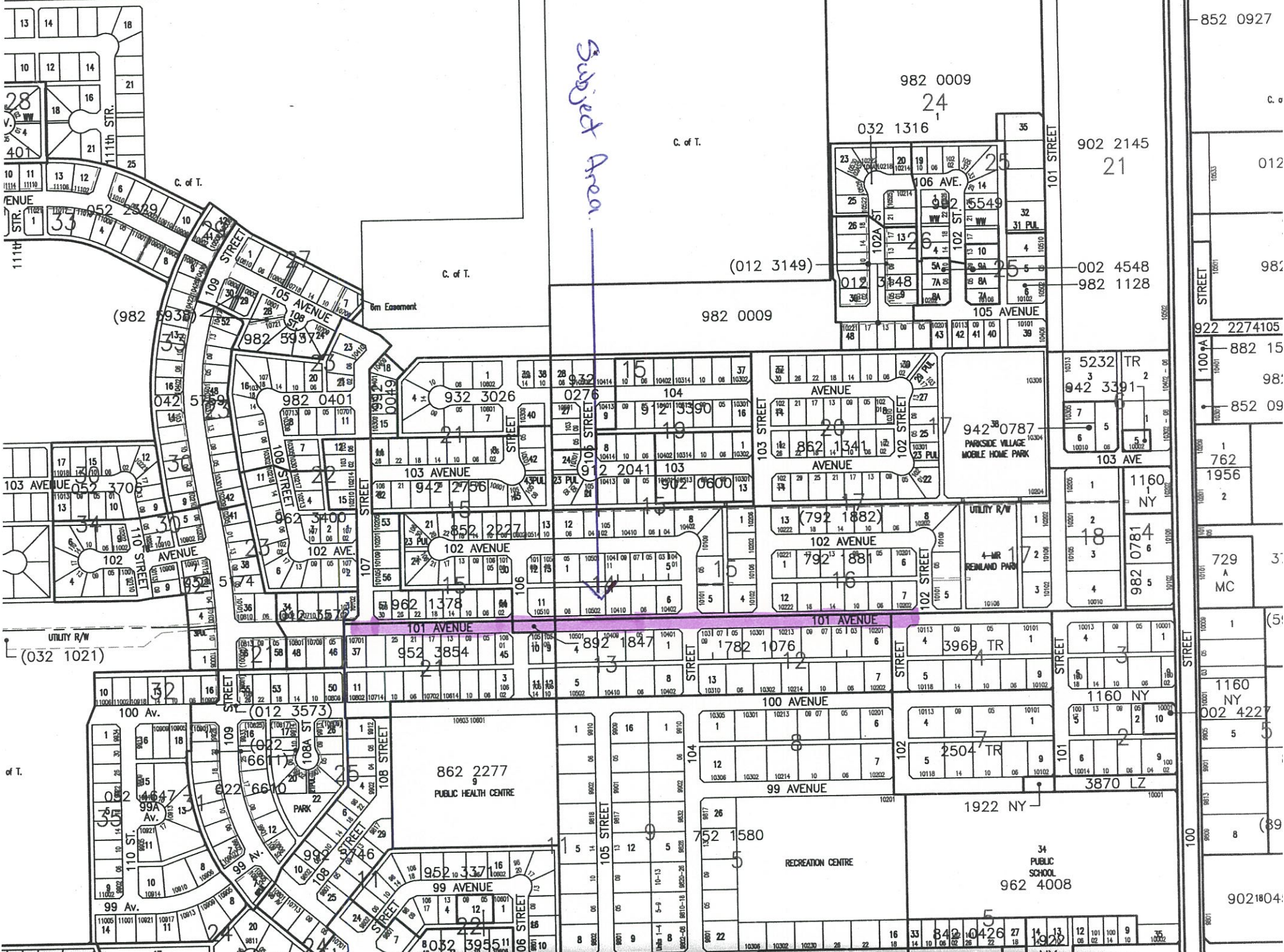
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**BYLAW NO. 545/06**  
**OF THE MUNICIPAL DISTRICT OF MACKENZIE NO 23**

(hereinafter referred to as "the Municipality")

**IN THE PROVINCE OF ALBERTA**

**This bylaw authorizes the Council of the Municipality to impose a local improvement tax in respect of all lands that directly benefit from the Sidewalk, Curb and Gutter on 101 Avenue from 102 Street to 107 Street in the Hamlet of La Crete as a local improvement project.**

**WHEREAS:**

The Council of the Municipality has decided to issue a by-law pursuant to Section 397 of the *Municipal Government Act* to authorize a local improvement tax levy to pay for the Sidewalk, Curb and Gutter on 101 Avenue from 102 Street to 107 Street in the Hamlet of La Crete local improvement project.

A local improvement plan has been prepared and the required notice of the project given to the benefiting owners in accordance with the attached Schedule A and Schedule B and no sufficient objection to Sidewalk, Curb and Gutter on 101 Avenue from 102 Street to 107 Street in the Hamlet of La Crete local improvement project has been filed with the Municipality's Chief Administrative Officer.

The Council has decided to set a uniform tax rate based on the number of units of frontage assessed against the benefiting owners.

Plans and specifications have been prepared. The total cost of the project is estimated to be \$431,393.00 and the local improvement plan estimates that the following contributions will be applied to the project:

Municipality at Large	\$0
Alberta Municipal Infrastructure Program	\$301,975.10
Benefiting Owners	\$129,417.90
Total Cost	\$431,393.00

The local improvement tax will be collected for Ten (10) years and the total amount levied annually against the benefiting owners is \$16,193.62.

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

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

1. That for the purpose of completing the Sidewalk, Curb and Gutter on 101 Avenue from 102 Street to 107 Street in the Hamlet of La Crete local improvement project the sum of approximately One Hundred Twenty Nine Thousand Four Hundred Seventeen Dollars and Ninety Cents (\$129,417.90) be collected by way of an annual, uniform local improvement tax rate assessed against the benefiting owners as provided in Schedule A and Schedule B attached.
2. The net amount levied under the by-law shall be applied only to the local improvement project specified by this by-law.
3. This by-law comes into force on the date it is passed.

First Reading given on the \_\_\_\_\_ day of \_\_\_\_\_, 2006.

\_\_\_\_\_  
Bill Neufeld, Reeve

\_\_\_\_\_  
Christine Woodward, Executive Assistant

Second Reading given on the \_\_\_\_\_ day of \_\_\_\_\_, 2006.

\_\_\_\_\_  
Bill Neufeld, Reeve

\_\_\_\_\_  
Christine Woodward, Executive Assistant

Third Reading and Assent given on the \_\_\_\_\_ day of \_\_\_\_\_, 2006.

\_\_\_\_\_  
Bill Neufeld, Reeve

\_\_\_\_\_  
Christine Woodward, Executive Assistant

**Schedule A to Bylaw No. 545/06**

Annual Levy For 101 Avenue from 102 Street to 107 Street Local Improvement Project

1. Properties to be assessed:

<u>Lot</u>	<u>Block</u>	<u>Plan</u>
7	16	7921881
8	16	7921881
9	16	7921881
10	16	7921881
11	16	7921881
12	16	7921881
3	12	7821076
4	12	7821076
5	12	7821076
6	12	7821076
4	15	7921881
5	15	7921881
1	12	7821076
2	12	7821076
6	14	7921881
7	14	7921881
8	14	7921881
9	14	7921881
10	14	7921881
11	14	8522227
1	13	7821076
2	13	7821076
3	13	7821076
4	13	7821076
9	13	9523854
10	13	9523854
64	15	9621378
63	15	9621378
62	15	9621378
61	15	9621378
60	15	9621378
59	15	9621378
58	15	9621378
57	15	9621378
37	21	9523854
38	21	9523854

Bylaw 545/06

Local Improvement Bylaw

101 Avenue from 102 Street to 107 Street Curb, Gutter and Sidewalk

Page 4 of 5

39	21	9523854
40	21	9523854
41	21	9523854
42	21	9523854
43	21	9523854
44	21	9523854
45	21	9523854

2. Total Frontage	4,275.12 feet
3. Total Levy	\$129,417.90
4. Total Levy per Front Foot	\$30.27
5. Annual Unit Rate per Front Foot Payable for a Period of Ten (10) years at 4.298%	\$3.79
6. Total Yearly Assessment against all properties to be assessed	\$16,193.62

**Schedule B to Bylaw No. 545/06**

Annual Levy For 101 Avenue from 102 Street to 107 Street Local Improvement Project

1. Properties to be assessed:

No. of Parcels	Annual Rate of Assessment Per Front Foot	Amount of Annual Assessment
43	\$3.79	\$16,193.62

- 2. Total number of parcels 43
- 3. Total annual assessments \$16,193.62
- 4. Term of annual assessments 10 Years
- 5. Total assessment against all parcels \$129,417.90



## NOTICE

### INTENTION TO CONSTRUCT A LOCAL IMPROVEMENT IN THE HAMLET OF LA CRETE IN THE MUNICIPAL DISTRICT OF MACKENZIE

PURSUANT to Section 393(1) of the Municipal Government Act, R.S.A., 2000, Notice is hereby given that the Council of the Municipal District of Mackenzie No. 23 intends to undertake to provide Sidewalk, Curb, and Gutter on 101 Avenue from 102 Street to 107 Street as a local improvement. The total cost of the aforementioned project is estimated to be \$431,393.00, of which 30%, or \$129,417.90, will be collected using frontage charges. Funding for this project is the 2006 budget. The sum of \$129,417.90 will be repayable over a period of ten (10) years at a rate of interest not exceeding ten per cent (10%), or the interest rate as fixed from time to time by the Alberta Capital Finance Authority, whichever is lower, and the lands abutting that portion of the street or place where the local improvement is made will be charged an annual rate of \$3.79 per average of front and rear foot of frontage, for each year of the said ten (10) year period. The prepaid rate paid once is \$30.27 per assessed foot of frontage. The calculations used herein are based on the current Alberta Capital Finance Authority rate of 4.298%.

The aforementioned rate may be subject to amendment to take into consideration the actual cost of the project or change in interest rate, prior to, or immediately following the first levy for this project.

In accordance with Section 404 of the Municipal Government Act, lots of a different size or shape, or corner lots, are assessed in the following manner:

The front foot of frontage for corner lots or parcels are calculated using the back property lines as follows:

- Lot 7, Block 16, Plan 7921881
- Lot 12, Block 16, Plan 7921881
- Lot 6, Block 12, Plan 7821076
- Lot 4, Block 15, Plan 7921881
- Lot 5, Block 15, Plan 7921881
- Lot 1, Block 12, Plan 7821076
- Lot 6, Block 14, Plan 7921881
- Lot 11, Block 14, Plan 8522227
- Lot 1, Block 13, Plan 7821076
- Lot 10, Block 13, Plan 9523854
- Lot 57, Block 15, Plan 9621378
- Lot 64, Block 15, Plan 9621378

All costs in excess of the aforesaid special assessment may be borne by the Municipal District of Mackenzie at large.



The location of the proposed local improvement in La Crete is as follows:

ON	FROM	TO		FRONTAGE
101 Avenue	102 Street	107 Street		4275.12 feet
			Total	4275.12 feet

Total Assessable Frontage 4275.12 feet

Total Assessment Against ALL Properties \$129,417.90

Total Assessment Per Front Foot of Frontage \$30.27

Annual Unit Rate per Front Foot of Frontage to be \$3.79  
Payable for a period of 10 years Calculated at 4.298%

Your property, described as Lot 7, Block 16, Plan 7921881 will be assessed for 105.00 feet. The annual assessment against your property is approximately \$397.73 for a period of 10 years calculated at 4.298%. Notice is hereby given that unless 2/3 of the Owners who would be liable to pay this local improvement tax and these Owners represent at least one-half of the value of the assessments for the parcels of land on which the tax will be imposed, file a petition with the Chief Administrative Officer against the proposed improvement within thirty (30) days from the date of sending this Notice, the local improvement may be undertaken and the cost of it assessed by the system of assessment referred to in this Notice.

If no petition sufficiently signed has, within 30 days of sending the Notices, been presented to the Chief Administrative Officer against the local improvement, the Council may undertake the proposed local improvement at any time within three (3) years following the sending of the Notices.

The Owners of any land so specially assessed may at any time compute the amount or balance remaining unpaid in respect of it by paying the amount of the original assessment charged against the land together with interest and penalties chargeable in respect of it less any amount previously paid on account of it.

An open house is scheduled for February 23, 2006 in the Mustus Lake Centre, NAIT Campus in La Crete between 5:00 and 8:00 p.m. to answer any questions you may have.

Dated at the Hamlet of Fort Vermilion this \_\_\_\_\_<sup>th</sup> day of \_\_\_\_\_, 2006.

January 30, 2006

Dear Sir:

**Re: Notice of Intention to Construct a Local Improvement  
Hamlet of La Crete  
Along 101 Avenue from 102 Street to 107 Street**

On December 12, 2005 Council passed the Municipal District of Mackenzie No. 23's 2006 Budget, which included the construction of Curb, Gutter and Sidewalk for the above location in the Hamlet of La Crete.

30% of the cost of construction for the curb, gutter and sidewalk will be recovered through a local improvement charge. Enclosed is a Notice explaining the location and cost of this project.

Please read the notice very carefully. If you object to the project there is a process described within the Notice whereby you may stop the project. If you have any questions, please call myself at 927-3718 or Mary Jane Driedger, Public Works Administrative Office, at 928-3983.

Yours truly,

Joulia Whittleton  
Director of Corporate Services

Encl.

**MUNICIPAL DISTRICT OF MACKENZIE  
Frontage Rate Calculations**

PROJECT: Curb, Gutter, and Sidewalk  
101 Avenue - 102 to 107 Street in La Crete  
AMOUNT OF FINANCE: \$129,418 FOR 10 YEARS  
INTEREST RATE: 4.298% INTEREST FACTOR: 0.1251267  
ASSESSABLE FRONTAGE: 4,275.12 Feet

- 1] YEARLY PAYMENT  
Interest Factor x Amount of Finance = Yearly Payment  
0.1251267350 x \$129,418 = \$16,193.64
  
- 2] FRONTAGE RATE  
Yearly payment \$16,193.64 = \$3.79  
Assessable Frontage 4275.12
  
- 3] TOTAL ASSESSMENT PER FRONT FOOT  
Frontage Rate \$3.79 = \$30.27  
Interest Factor 0.12512673500
  
- 4] ANNUAL UNIT RATE PER FRONT FOOT OF FOOTAGE PAYABLE OVER 10 YEARS  
Yearly payment \$16,193.64 = \$3.79  
Assessable Lots 4,275.12
  
- 5] TOTAL YEARLY ASSESSMENT AGAINST ALL PROPERTIES  
Assessable Frontage x Frontage Rate = Total Yearly Assessment  
4,275.12 x \$3.79 = \$16,193.64
  
- 6] TOTAL ASSESSMENT AGAINST ALL PROPERTIES  
Total Yearly Assessment Against all Properties  
Interest Factor  
\$16,193.64 = \$129,417.90  
0.1251267350
  
- 7] BALANCE TO BE PICKED UP BY THE M.D. OF MACKENZIE  
Amount to Finance (-) Total Assessment Against all Properties  
\$129,417.90 - \$129,417.90 = -\$0.00

Note: The Municipality Cannot Show a profit on Item 7

## Municipal District of Mackenzie No. 23

<b>Title</b>	<b>Frontage for curb, gutter, pavement and sidewalks.</b>	<b>Policy No:</b>	<b>FIN018</b>
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### **Purpose**

To provide for the implementation of frontage to be assessed in all areas for the installation of road improvements such as curb, gutter, pavement and sidewalks. Frontage will be assessed in accordance with Division 7, Local Improvement Tax, of the Municipal Government Act.

### **Definitions**

For the purpose of this policy the following definition shall apply:

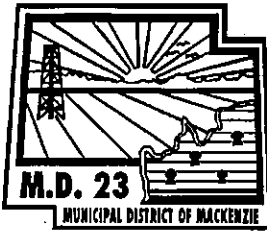
**Frontage** shall mean the side of the property that the Municipal District of Mackenzie has assigned the address of the property.

### **Policy Statement and Guidelines**

The Municipal District of Mackenzie No. 23 recognizes the need for a Local Improvement Tax to be charged for the upgrading of roads and streets in the residential, institutional, industrial and commercial areas within the hamlets. This Tax is needed to supplement the annual budget approvals so that all needed improvements can be made in a timely manner. The percentage of assessment assigned to frontage is to be the specified percentage of the total project costs defined below. These assessment costs will then be evenly distributed amongst the frontage as provided in the Municipal Government Act. The following frontage assessments are to be used:

- 1) A 30% frontage assessment will be assessed to the landowners for projects initiated by the Municipal District of Mackenzie No. 23. This will be charged in accordance with the Municipal Government Act.
- 2) A 100% frontage assessment will be assessed to the landowners for projects initiated by petition to the Municipal District of Mackenzie No. 23.
- 3) Improvements are defined as a structural enhancement such as gravel to pavement, ditch to curb and gutter, and no sidewalk to sidewalk.
- 4) Improvements exclude "gravel to pavement" for the residential category. Costs for this improvement will be borne by the Municipal District of Mackenzie
- 5) Frontage for odd shaped or corner lots will be assessed on the average between the front and rear property lines.

	<b>Date</b>	<b>Resolution Number</b>
<b>Approved</b>	<b>June 19, 2001</b>	<b>01-323</b>
<b>Amended</b>	<b>March 19, 2002</b>	<b>02-216</b>
<b>Amended</b>	<b>April 29, 2003</b>	<b>03-250</b>
<b>Amended</b>	<b>March 22, 2005</b>	<b>05-151</b>



## M.D. of Mackenzie No. 23

### Request For Decision

Agenda Item # \_\_\_\_\_

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 8, 2006</b>
<b>Presented By:</b>	<b>Brenda Wiebe, Roads Supervisor</b>
<b>Title:</b>	<b>Bylaw 546/06 Zama Sewer Main Local Improvement</b>

#### BACKGROUND / PROPOSAL:

The 2006 budget includes the extension of a sewer main along Tower Road from Wildcat Avenue to the north end of Lot 29, Block 4, Plan 962 4275 in Zama. Attached is the local improvement plan and bylaw for the project in accordance with Policy UT002 Water and Sewer Cost Capital Repayment.

#### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

#### COSTS / SOURCE OF FUNDING:

The 2006 budget includes \$310,000 for the construction of the sewer main and services. The cost of construction of the sewer main is \$275,000 and the remaining \$35,000 is for the construction of the services from the main lines to the lots. The \$275,000 is to be funded by debenture and recovered via a 100% local improvement levied against the property owners over a 20 year period.

#### RECOMMENDED ACTION:

##### **Motion 1**


That the attached local improvement plan for a sewer main along Tower Road from Wildcat Avenue to the north end Lot 29, Block 4, Plan 962 4275 in the Hamlet of Zama be approved.

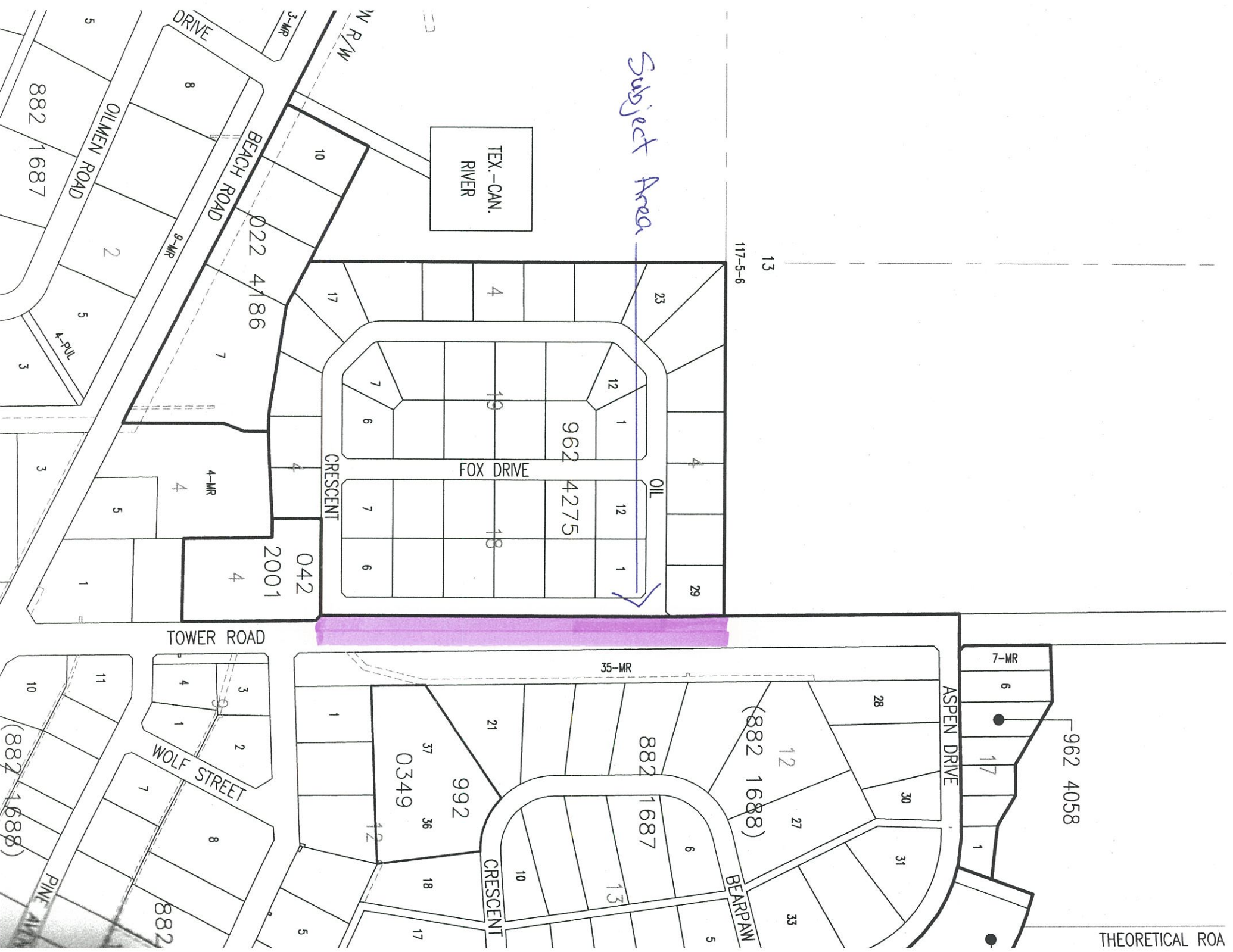
##### **Motion 2** Requires 2/3

That first reading be given to Bylaw 546/06 being a bylaw to approve a local improvement charge for a sewer main along Tower Road from Wildcat Avenue to the north end Lot 29, Block 4, Plan 962 4275 in the Hamlet of Zama be approved.

Author: M. Driedger

Reviewed: 

C.A.O. 

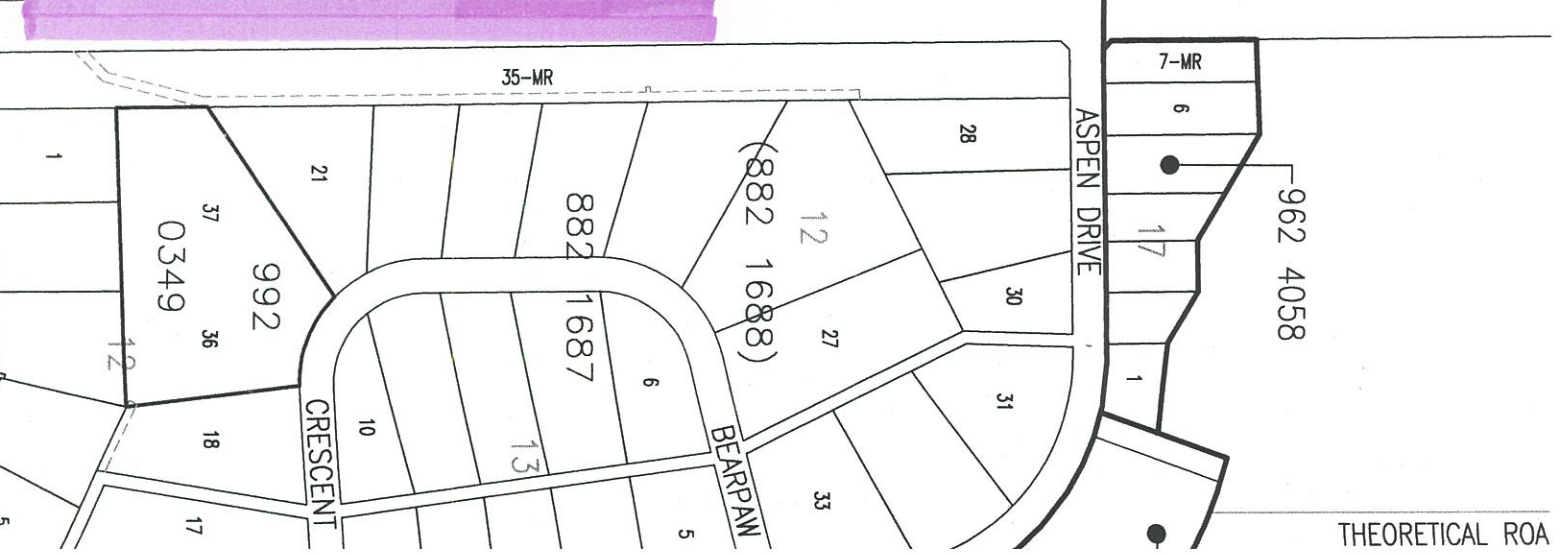


Subject Area

TEX.-CAN.  
RIVER

117-5-6

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THEORETICAL ROA

**BYLAW NO. 546/06**  
**OF THE MUNICIPAL DISTRICT OF MACKENZIE NO 23**

(hereinafter referred to as "the Municipality")

**IN THE PROVINCE OF ALBERTA**

**This bylaw authorizes the Council of the Municipality to impose a local improvement tax in respect of all lands that directly benefit from the Sewer Main along Tower Road from Wildcat Avenue to Lot 29, Block 4, Plan 9624275 in the Hamlet of Zama as a local improvement project.**

**WHEREAS:**

The Council of the Municipality has decided to issue a by-law pursuant to Section 397 of the *Municipal Government Act* to authorize a local improvement tax levy to pay for the Sewer Main along Tower Road from Wildcat Avenue to the north end of Lot 29, Block 4, Plan 9624275 in the Hamlet of Zama local improvement project.

A local improvement plan has been prepared and the required notice of the project given to the benefiting owners in accordance with the attached Schedule A and Schedule B and no sufficient objection to Sewer Main on Tower Road from Wildcat Avenue to the north end of Lot 29, Block 4, Plan 9624275 in the Hamlet of Zama local improvement project has been filed with the Municipality's Chief Administrative Officer.

The Council has decided to set a uniform tax rate based on the number of units of frontage assessed against the benefiting owners.

Plans and specifications have been prepared. The total cost of the project is estimated to be \$275,000 and the local improvement plan estimates that the following contributions will be applied to the project:

Municipality at Large	\$0
Benefiting Owners	\$275,000
Total Cost	\$275,000

The local improvement tax will be collected for Twenty (20) years and the total amount levied annually against the benefiting owners is \$21,263.85.

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



Bylaw 546/06

Local Improvement Bylaw

Tower Road from Wildcat Avenue to the North End of Lot 29, Block 4, Plan 9624275

Sewer Main

Page 2 of 4

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

1. That for the purpose of completing the Sewer Main along Tower Road from Wildcat Avenue to the north end of Lot 29, Block 4, Plan 9624275 in the Hamlet of Zama local improvement project, the sum of Two Hundred Seventy Five Thousand Dollars (\$275,000.00) be collected by way of an annual, uniform local improvement tax rate assessed against the benefiting owners as provided in Schedule A and Schedule B attached.
2. The net amount levied under the by-law shall be applied only to the local improvement project specified by this by-law.
3. This by-law comes into force on the date it is passed.

First Reading given on the \_\_\_\_\_ day of \_\_\_\_\_, 2006.

\_\_\_\_\_  
Bill Neufeld, Reeve

\_\_\_\_\_  
Christine Woodward, Executive Assistant

Second Reading given on the \_\_\_\_\_ day of \_\_\_\_\_, 2006.

\_\_\_\_\_  
Bill Neufeld, Reeve

\_\_\_\_\_  
Christine Woodward, Executive Assistant

Third Reading and Assent given on the \_\_\_\_\_ day of \_\_\_\_\_, 2006.

\_\_\_\_\_  
Bill Neufeld, Reeve

\_\_\_\_\_  
Christine Woodward, Executive Assistant

**Schedule A to Bylaw No. 546/06**

Annual Levy For Tower Road from Wildcat Avenue to the north end of  
Lot 29, Block 4, Plan 9624275 Local Improvement Project

1. Properties to be assessed:

Lot 29, Block 4, Plan 9624275  
Lot 1, Block 18, Plan 9624275  
Lot 2, Block 18, Plan 9624275  
Lot 3, Block 18, Plan 9624275  
Lot 4, Block 18, Plan 9624275  
Lot 5, Block 18, Plan 9624275  
Lot 6, Block 18, Plan 9624275

2. Total Frontage	7 Lots
3. Total Levy	\$275,000.00
4. Total Levy per Lot	\$39,285.71
5. Annual Unit Rate per Lot Payable for a Period of Twenty (20) years at 4.567%	\$3,037.69
6. Total Yearly Assessment against all properties to be assessed	\$21,263.85

**Schedule B to Bylaw No. 546/06**

Annual Levy For Tower Road from Wildcat Avenue to the north end of  
Lot 29, Block 4, Plan 9624275 Local Improvement Project

1. Properties to be assessed:

No. of Parcels	Annual Rate of Assessment Per Lot	Amount of Annual Assessment
7	\$3,037.69	\$21,263.85

2. Total number of parcels 7
3. Total annual assessments \$21,263.85
4. Term of annual assessments 20 Years
5. Total assessment against all parcels \$275,000.00

**MUNICIPAL DISTRICT OF MACKENZIE  
Frontage Rate Calculations**

**PROJECT: Sewer Main  
Wildcat Avenue to the north end of Lot 29, Block 4, Plan 9624275 in Zama**

AMOUNT OF FINANCE: \$275,000 FOR 20 YEARS  
 INTEREST RATE: 4.567% INTEREST FACTOR: 0.0773231  
 ASSESSABLE LOTS: 7.00 Lots

- 1] YEARLY PAYMENT  
 Interest Factor x Amount of Finance = Yearly Payment  
 0.0773231040 x \$275,000 = \$21,263.85
  
- 2] FRONTAGE RATE  

<u>Yearly payment</u>	\$21,263.85	=	
Assessable Lots	7.00		\$3,037.69
  
- 3] TOTAL ASSESSMENT PER LOT  

<u>Frontage Rate</u>	\$3,037.69	=	
Interest Factor	0.07732310400		\$39,285.71
  
- 4] ANNUAL UNIT RATE PER LOT PAYABLE OVER 10 YEARS  

<u>Yearly payment</u>	\$21,263.85	=	
Assessable Lots	7.00		\$3,037.69
  
- 5] TOTAL YEARLY ASSESSMENT AGAINST ALL PROPERTIES  
 Assessable Lots x Frontage Rate = Total Yearly Assessment  
 7.00 x \$3,037.69 = \$21,263.85
  
- 6] TOTAL ASSESSMENT AGAINST ALL PROPERTIES  

<u>Total Yearly Assessment Against all Properties</u>		Interest Factor	
\$21,263.85	=	\$275,000.00	
0.0773231040			
  
- 7] BALANCE TO BE PICKED UP BY THE M.D. OF MACKENZIE  
 Amount to Finance (-) Total Assessment Against all Properties  
 \$275,000.00 - \$275,000.00 = -\$0.00

Note: The Municipality Cannot Show a profit on Item 7

## Municipal District of Mackenzie No. 23

<b>Title</b>	<b>WATER AND/OR SEWER LINE REPLACEMENT AND/OR EXTENSION CAPITAL COST REPAYMENT</b>	<b>Policy No.</b>	<b>UT002</b>
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<b>Legislation Reference</b>	<b>Municipal Government Act, Sections 33 – 43 and 263</b>
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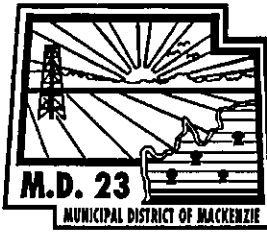
<b>Purpose</b>	To establish a policy regarding the repayment of Capital costs by way of local improvement charges, excluding ductile pipes replacement.
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<b>Policy Statement and Guidelines</b>	Council recognizes that in the process of approving water and/or sewer main line extensions, that a local improvement charge shall be imposed for repayment of the capital cost of providing such service(s).
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	<b>Date</b>	<b>Resolution Number</b>
<b>Approved</b>	<b>Nov 10/98</b>	<b>98-341</b>
<b>Amended</b>		
<b>Amended</b>		

“J. Maine” (Signed)  
**Chief Administrative Officer**

“B. Bateman” (Signed)  
**Chief Elected Official**



## M.D. of Mackenzie No. 23

### Request For Decision

Agenda Item # \_\_\_\_\_

<b>Meeting:</b>	Regular Council Meeting
<b>Meeting Date:</b>	February 8, 2006
<b>Presented By:</b>	Brenda Wiebe, Roads Supervisor
<b>Title:</b>	Bylaw 547/06 Zama Water Main Local Improvement

#### BACKGROUND / PROPOSAL:

The 2006 budget includes the construction of a water main along Tower Road from Wildcat Avenue to Aspen Drive in Zama. Attached is the local improvement plan and bylaw for the project in accordance with Policy UT002 Water and Sewer Capital Cost Repayment.

#### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

#### COSTS / SOURCE OF FUNDING:

The cost of construction of the water main is \$258,000, with \$64,500 coming from Operating and \$193,500 coming from the General Capital Reserve. \$77,400 will be recovered via a 30% local improvement levied against the property owners over a 20 year period.

#### RECOMMENDED ACTION:

##### **Motion 1:**

That the attached local improvement plan for a water main along Tower Road from Wildcat Avenue to Aspen Drive in the Hamlet of Zama be approved.

##### **Motion 2:** Requires 2/3

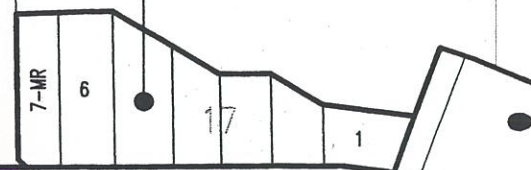
That first reading be given to Bylaw 547/06 being a bylaw to approve a local improvement charge for a water main along Tower Road from Wildcat Avenue to Aspen Drive in the Hamlet of Zama be approved.

Author: M. Driedger

Reviewed: 

C.A.O.: 

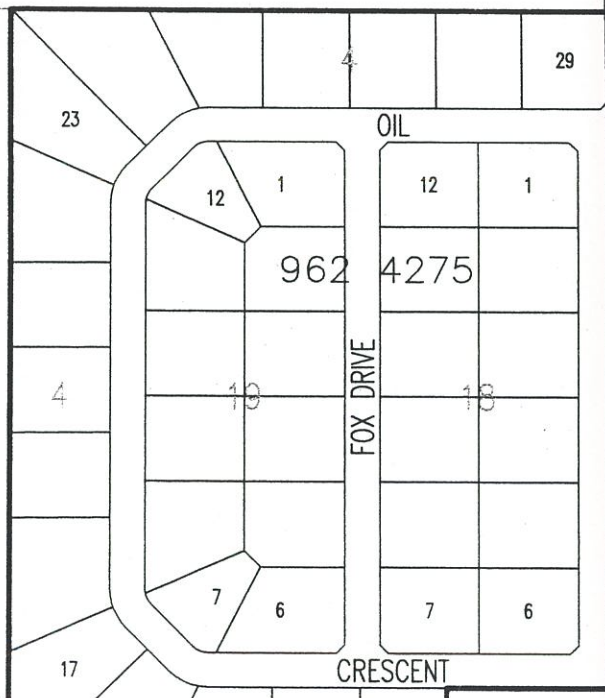
962 4058



ASPEN DRIVE

Subject Area →

13  
117-5-6



OIL

962 4275

FOX DRIVE

CRESCENT

TEX.-CAN.  
RIVER



BEARPAW

CRESCENT

35-MR

TOWER ROAD

V R/W

T-MR

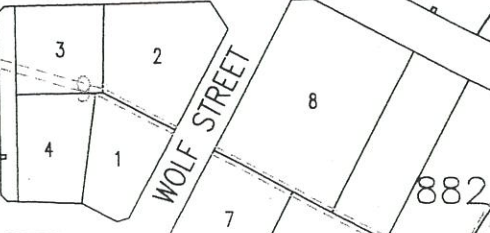
022 4186

042  
2001

DRIVE

BEACH ROAD

4-MR



WOLF STREET

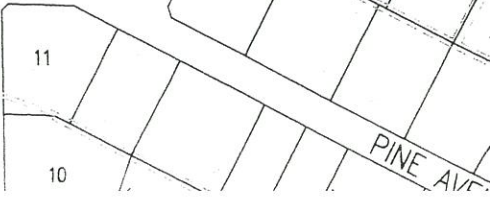
OILMEN ROAD

9-MR

4-PUL

882 1687

3



PINE AVE

**BYLAW NO. 547/06**  
**OF THE MUNICIPAL DISTRICT OF MACKENZIE NO 23**

(hereinafter referred to as "the Municipality")

**IN THE PROVINCE OF ALBERTA**

**This bylaw authorizes the Council of the Municipality to impose a local improvement tax in respect of all lands that directly benefit from the Water Main on Tower Road from Wildcat Avenue to Aspen Drive in the Hamlet of Zama as a local improvement project.**

**WHEREAS:**

The Council of the Municipality has decided to issue a by-law pursuant to Section 397 of the *Municipal Government Act* to authorize a local improvement tax levy to pay for the Water Main on Tower Road from Wildcat Avenue to Aspen Drive in the Hamlet of Zama local improvement project.

A local improvement plan has been prepared and the required notice of the project given to the benefiting owners in accordance with the attached Schedule A and Schedule B and no sufficient objection to Water Main on Tower Road from Wildcat Avenue to Aspen Drive in the Hamlet of Zama local improvement project has been filed with the Municipality's Chief Administrative Officer.

The Council has decided to set a uniform tax rate based on the number of units of frontage assessed against the benefiting owners.

Plans and specifications have been prepared. The total cost of the project is estimated to be \$258,000 and the local improvement plan estimates that the following contributions will be applied to the project:

Municipality at Large	\$180,600.00
Benefiting Owners	\$77,400.00
Total Cost	\$258,000.00

The local improvement tax will be collected for Twenty (20) years and the total amount levied annually against the benefiting owners is \$5,984.81.

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



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

1. That for the purpose of completing the Water Main along Tower Road from Wildcat Avenue to Aspen Drive in the Hamlet of Zama local improvement project, the sum of Seventy Seven Thousand Four Hundred Dollars (\$77,400) be collected by way of an annual, uniform local improvement tax rate assessed against the benefiting owners as provided in Schedule A and Schedule B attached.
2. The net amount levied under the by-law shall be applied only to the local improvement project specified by this by-law.
3. This by-law comes into force on the date it is passed.

First Reading given on the \_\_\_\_\_ day of \_\_\_\_\_, 2006.

\_\_\_\_\_  
Bill Neufeld, Reeve

\_\_\_\_\_  
Christine Woodward, Executive Assistant

Second Reading given on the \_\_\_\_\_ day of \_\_\_\_\_, 2006.

\_\_\_\_\_  
Bill Neufeld, Reeve

\_\_\_\_\_  
Christine Woodward, Executive Assistant

Third Reading and Assent given on the \_\_\_\_\_ day of \_\_\_\_\_, 2006.

\_\_\_\_\_  
Bill Neufeld, Reeve

\_\_\_\_\_  
Christine Woodward, Executive Assistant

**Schedule A to Bylaw No. 547/06**

Annual Levy For Tower Road from Wildcat Avenue to Aspen Drive Local Improvement Project

1. Properties to be assessed:

Lot 29, Block 4, Plan 9624275  
Lot 1, Block 18, Plan 9624275  
Lot 2, Block 18, Plan 9624275  
Lot 3, Block 18, Plan 9624275  
Lot 4, Block 18, Plan 9624275  
Lot 5, Block 18, Plan 9624275  
Lot 6, Block 18, Plan 9624275

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2. Total Frontage	7 Lots
3. Total Levy	\$77,400.00
4. Total Levy per Lot	\$11,057.14
5. Annual Unit Rate per Lot Payable for a Period of Twenty (20) years at 4.567%	\$854.97
6. Total Yearly Assessment against all properties to be assessed	\$5,984.81

**Schedule B to Bylaw No. 547/06**

Annual Levy For Tower Road from Wildcat Avenue to Aspen Drive Local Improvement Project

1. Properties to be assessed:

No. of Parcels	Annual Rate of Assessment Per Lot	Amount of Annual Assessment
7	\$854.97	\$5,984.81

2. Total number of parcels 7
3. Total annual assessments \$5,984.81
4. Term of annual assessments 20 Years
5. Total assessment against all parcels \$77,400.00

**MUNICIPAL DISTRICT OF MACKENZIE  
Frontage Rate Calculations**

PROJECT: Water Main  
Tower Road from Wildcat Avenue to Aspen Drive

AMOUNT OF FINANCE: \$77,400 FOR 20 YEARS  
INTEREST RATE: 4.567% INTEREST FACTOR: 0.0773231  
ASSESSABLE LOTS: 7.00 Lots

- 1] YEARLY PAYMENT  
Interest Factor x Amount of Finance = Yearly Payment  
0.0773231040 x \$77,400 = \$5,984.81
- 2] FRONTAGE RATE  
Yearly payment \$5,984.81 = \$854.97  
Assessable Lots 7.00
- 3] TOTAL ASSESSMENT PER LOT  
Frontage Rate \$854.97 = \$11,057.14  
Interest Factor 0.07732310400
- 4] ANNUAL UNIT RATE PER LOT PAYABLE OVER 20 YEARS  
Yearly payment \$5,984.81 = \$854.97  
Assessable Lots 7.00
- 5] TOTAL YEARLY ASSESSMENT AGAINST ALL PROPERTIES  
Assessable Lots x Frontage Rate = Total Yearly Assessment  
7.00 x \$854.97 = \$5,984.81
- 6] TOTAL ASSESSMENT AGAINST ALL PROPERTIES  
Total Yearly Assessment Against all Properties  
Interest Factor  
\$5,984.81 = \$77,400.00  
0.0773231040
- 7] BALANCE TO BE PICKED UP BY THE M.D. OF MACKENZIE  
Amount to Finance (-) Total Assessment Against all Properties  
\$77,400.00 - \$77,400.00 = -\$0.00

Note: The Municipality Cannot Show a profit on Item 7

## Municipal District of Mackenzie No. 23

<b>Title</b>	<b>WATER AND/OR SEWER LINE REPLACEMENT AND/OR EXTENSION CAPITAL COST REPAYMENT</b>	<b>Policy No.</b>	<b>UT002</b>
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<b>Legislation Reference</b>	<b>Municipal Government Act, Sections 33 – 43 and 263</b>
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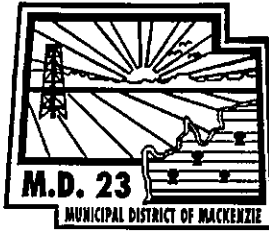
<p><b>Purpose</b></p> <p>To establish a policy regarding the repayment of Capital costs by way of local improvement charges, excluding ductile pipes replacement.</p>
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<p><b>Policy Statement and Guidelines</b></p> <p>Council recognizes that in the process of approving water and/or sewer main line extensions, that a local improvement charge shall be imposed for repayment of the capital cost of providing such service(s).</p>
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	Date	Resolution Number
<b>Approved</b>	<b>Nov 10/98</b>	<b>98-341</b>
<b>Amended</b>		
<b>Amended</b>		

"J. Maine" (Signed) \_\_\_\_\_  
 Chief Administrative Officer

"B. Bateman" (Signed) \_\_\_\_\_  
 Chief Elected Official



## M.D. of Mackenzie No. 23

### Request For Decision

Agenda Item # \_\_\_\_\_

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 8, 2006</b>
<b>Presented By:</b>	<b>Brenda Wiebe, Roads Supervisor</b>
<b>Title:</b>	<b>Bylaw 548/06 Zama Service Connection Fee</b>

#### BACKGROUND / PROPOSAL:

The 2006 budget includes the extension of a water and sewer main along Tower Road from Wildcat Avenue to the North End of Lot 29, Block 4, Plan 9624275 in Zama as well as the construction of service connections to the property lines of benefiting properties. Attached is the Bylaw prepared for the recovery of the cost to construct the service connections.

#### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

#### COSTS / SOURCE OF FUNDING:

The 2006 budget includes \$310,000 for the construction of the sewer main and services. The cost of construction of the sewer main is \$275,000 and the remaining \$35,000 is for the construction of the services from the main lines to the lots. The \$35,000 will be funded by the General Operating Reserve and recovered via connection fees levied against the landowners when they connect to our service lines.

#### RECOMMENDED ACTION:

**Motion 1** Requires 2/3

That first reading be given to Bylaw 548/06 being a bylaw to approve a Service Connection Fee for Water and Sewer Service Connections on Tower Road from Wildcat Avenue to the North End of Lot 29, Block 4, Plan 9624275 in the Hamlet of Zama be approved.

Author: M. Driedger

Reviewed: *BW*

C.A.O.: *[Signature]*

**BYLAW NO. 548/06**

**BEING A BYLAW OF THE  
MUNICIPAL DISTRICT OF MACKENZIE NO. 23  
IN THE PROVINCE OF ALBERTA**

**TO APPROVE A SERVICE CONNECTION FEE FOR WATER AND SEWER  
SERVICE CONNECTIONS ON TOWER ROAD FROM WILDCAT AVENUE TO  
THE NORTH END OF LOT 29, BLOCK 4, PLAN 9624275 IN THE HAMLET OF  
ZAMA**

**WHEREAS**, under the authority and pursuant to the provisions of the Municipal Government Act, Revised Statutes of Alberta, 2000, Chapter M-26, the municipality has authority to issue service connection fees; and

**WHEREAS**, the Council of the Municipal District of Mackenzie No. 23 in the Province of Alberta has deemed it advisable to charge a service connection fee to specific locations; and

**WHEREAS**, the Council of the Municipal District of Mackenzie No. 23 has decided to issue a bylaw pursuant to Section 397 of the *Municipal Government Act* to authorize a Service Connection Fee to pay for the Water and Sewer Service Connections on Tower Road from Wildcat Avenue to the North End of Lot 29, Block 4, Plan 9624275 in the Hamlet of Zama project; and

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

1. This bylaw may be cited as the "Zama Tower Road Water and Sewer Service Connection Fee Bylaw".
2. In this bylaw, unless the context otherwise requires, the definitions will be as follows:
  - b) "**Council**" means the Council of the Municipal District of Mackenzie No. 23, elected pursuant to the Local Authorities Election Act, Revised Statutes of Alberta.
  - e) "**Sewer**" means sanitary sewer system including all mains, treatment and storage facilities in Hamlets within the Municipal District of Mackenzie No. 23.
  - g) "**Water**" means the Municipal District of Mackenzie No. 23 Waterworks system including all the mains, storage and treatment facilities.
  - h) "**Service Connection**" means the part of the system or works of a public utility that runs from the main lines of the public utility to the

property line on a parcel of land for the purpose or providing the utility service to the parcel and includes those parts of the system or works described in section 9 of the Municipal Government Act.

- i) **"Utility Service"** means the service that is provided by the system or works of a public utility.
- j) **"Service Connection Fee"** means the amounts outlined in Schedule A.

3. The total cost of the project is estimated to be \$35,000.00 and it is estimated that the following contributions will be applied to the project:

Municipality at Large	\$0
Benefiting Owners	\$35,000.00
Total Cost	\$35,000.00

- 4. For the purpose of completing the Water and Sewer Service Connections on Tower Road from Wildcat Avenue to the North End of Lot 29, Block 4, Plan 9624275 in the Hamlet of Zama project, the sum of Thirty Five Thousand Dollars (\$35,000) will be collected by way of a uniform connection fee assessed against the benefiting owners as provided in Schedule A, attached, at the time of connection to the services.
- 5. The net amount levied under the by-law shall be applied only to the connection fee project specified by this bylaw.
- 6. All required approvals for the project have been obtained and the project is in compliance with all *Acts* and *Regulations* of the Province of Alberta.
- 7. This Bylaw shall take effect on the date of the third and final reading thereof.

First Reading given on the \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Bill Neufeld, Reeve

\_\_\_\_\_  
Christine Woodward, Executive Assistant

Second Reading given on the \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Bill Neufeld, Reeve

\_\_\_\_\_  
Christine Woodward, Executive Assistant

Third Reading and assent given on the \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Bill Neufeld, Reeve

\_\_\_\_\_  
Christine Woodward, Executive Assistant



**BYLAW NO. 548/06**

**SCHEDULE "A"**

**SCHEDULE OF TOWER ROAD SEWER CONNECTION FEES**

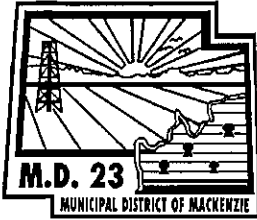
**FOR THE HAMLET OF ZAMA**

**WATER WORKS SYSTEM**

**A) Service Connection Fee – Tower Road in Zama**

- (i) The approved Zama Tower Road Water and Sewer Servicing Project cost of installation will be recovered through a service connection fee of **\$5000.00 per lot** affecting the lots west of Tower Road from Wildcat Avenue to the North End of Lot 29, Block 4, Plan 9624275 as follows:

Lot 29, Block 4, Plan 9624275  
Lot 1, Block 18, Plan 9624275  
Lot 2, Block 18, Plan 9624275  
Lot 3, Block 18, Plan 9624275  
Lot 4, Block 18, Plan 9624275  
Lot 5, Block 18, Plan 9624275  
Lot 6, Block 18, Plan 9624275



## M.D. of Mackenzie No. 23

### Request For Decision

Agenda Item # \_\_\_\_\_

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 8, 2006</b>
<b>Presented By:</b>	<b>John Klassen, Utilities Supervisor</b>
<b>Title:</b>	<b>Bylaw 550/06 Fee Schedule</b>

#### **BACKGROUND / PROPOSAL:**

During recent discussions regarding the Fee Schedule Bylaw and equipment under the bylaw, administration recognized that there is equipment in the utilities department that is used by contractors at no cost.

#### **DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:**

Two items that are used by contractors are a Sewer Auger (cost of approx. \$3100) and a Water Line Thawing Unit (cost of approx. \$2000). These items have been added to the Fee Schedule Bylaw (see attached) at a rate of \$20/hour or \$100/day for each.

#### **COSTS / SOURCE OF FUNDING:**

N/A

#### **RECOMMENDED ACTION:**

##### **Motion 1**

That first reading be given to Bylaw 550/06 being a bylaw to establish a fee schedule for services.

##### **Motion 2**

That second reading be given to Bylaw 550/06 being a bylaw to establish a fee schedule for services.

##### **Motion 3**

That consideration be given to go to third reading of Bylaw 550/06 being a bylaw to establish a fee schedule for services.

##### **Motion 4**

That third reading be given to Bylaw 550/06 being a bylaw to establish a fee schedule for services.

Author: M. Driedger

Reviewed:

C.A.O.:

**BY-LAW NO. 550/06**

**BEING A BY-LAW OF THE  
MUNICIPAL DISTRICT OF MACKENZIE NO. 23,  
IN THE PROVINCE OF ALBERTA  
TO ESTABLISH A FEE SCHEDULE FOR SERVICES**

**WHEREAS**, pursuant to the provisions of the Municipal Government Act, Statutes of Alberta, 1994, Chapter M-26.1, Section 8(c)(i), requires fees to be established by bylaw.

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

1. The following Service Fee Schedule be adopted:

<u>Item</u>	<u>Amount</u>	<u>G.S.T.</u>
Photocopying	\$ 0.25/sheet	Applicable
Laminating	Double cost of map (min \$5)	Applicable
Tax Certificates	\$25.00	N/A
Compliance Certificates	\$50.00	N/A
Land Titles	\$5.00	Applicable
M.D. Ownership Maps	\$15.00	Applicable
M.D. Ownership Map booklet -Laminated	\$50.00	Applicable
Individual Pages - Laminated	\$10.00	Applicable
Hamlet maps	\$5.00	Applicable
Aerial Photo's	\$5.00	Applicable
All custom maps up to 17" x 22"	\$5.00	Applicable
All custom maps larger than 17" x 22"	\$10.00	Applicable
River map - 14 Laminated Pages	\$25.00	Applicable
Area Structure Plan	\$15.00	Applicable
General Municipal Plan	\$25.00	Applicable
Land Use Bylaw	\$35.00	Applicable
Land Use Bylaw Amendment	\$150.00	N/A
Development Permit -	\$25.00	N/A
Other than commercial or industrial		
Development Permit – Commercial and Industrial	\$50.00	N/A
Development Permit after commencement of construction	Double regular D.P. fee	N/A
Subdivision and Development Appeal (refundable if appeal is successful)	\$250.00	N/A
Subdivision Time Extension	\$50.00	N/A
Subdivision or Boundary Adjustment Application	\$700 + \$200/lot created	N/A
Boardroom Rental (no charge to non-profit community groups)	\$50.00/day	Applicable
Council or other Board minutes	\$5.00/set	Applicable
Winter Maintenance Flags	\$20.00/1/4 mile	Applicable

<b>-Senior/Handicapped Snowplow Flags</b> (Where the Senior/Handicapped person lives in a rural residence where all other persons, excluding spouse or dependent, residing on the property are also Senior Citizens or Handicapped persons)	<b>No Charge</b>	<b>N/A</b>
<b>Dust Control</b>		
Calcium Chloride	\$500/200 linear meters per application	Applicable
<b>Dust Control for Seniors</b>	<b>No Charge</b>	
<b>Sanding Unit &amp; Tandem Truck</b>	\$110.00/hr., min. chg.-1/2 hr.	Applicable
<b>Alberta Agriculture's Irrigation Pump/Pipe</b>	\$300.00/48 hours \$100.00/each additional 24 hours	Applicable
<b>75 HP Tractor Mower 15'</b>	\$55.00 per hour (minimum charge 1/2 hr.)	Applicable
<b>35 HP Tractor Mower 6'</b>	\$35.00 per hour (minimum charge 1/2 hr.)	Applicable
<b>Weed Eater</b>	\$20.00 per hour (minimum charge 1/2 hr.)	Applicable
<b>Sewer Auger</b>	\$20.00 per hour \$100.00 per 24 hours	Applicable
<b>Water Line Thawing Unit</b>	\$20.00 per hour \$100.00 per 24 hours	Applicable

2. Equipment that is not listed in this bylaw will be charged according to the current Alberta Roadbuilders and Heavy Equipment Association Equipment Rental Rates Guide, less 20%.
3. This bylaw revokes all previous bylaws with fees pertaining to fees in this bylaw.
4. In the event that this bylaw is in conflict with any other bylaw, this bylaw shall have paramountcy.

First Reading given on the \_\_\_\_\_ day of \_\_\_\_\_ 2006.

\_\_\_\_\_

Bill Neufeld, Reeve

\_\_\_\_\_

Christine Woodward, Executive Assistant

Second Reading given on the \_\_\_\_\_ day of \_\_\_\_\_ 2006.

\_\_\_\_\_

Bill Neufeld, Reeve

\_\_\_\_\_

Christine Woodward, Executive Assistant

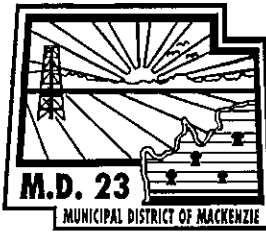
Third Reading and Assent given on the \_\_\_\_\_ day of \_\_\_\_\_ 2006.

\_\_\_\_\_

Bill Neufeld, Reeve

\_\_\_\_\_

Christine Woodward, Executive Assistant



## M.D. of Mackenzie No. 23

### Request For Decision

Agenda Item # \_\_\_\_\_

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 8, 2006</b>
<b>Presented By:</b>	<b>Brenda Wiebe, Roads Supervisor</b>
<b>Title:</b>	<b>Rosenberger Drainage – Lines 3 &amp; 7</b>

#### **BACKGROUND / PROPOSAL:**

As Council is well aware, the Rosenberger Drainage project has been ongoing. The M.D. has been told that prior to construction of lines 4 & 8 lines 3 & 7 must be repaired and the drainage channel enhanced. This project is not in the M.D. 2006 budget and needs to be added.

#### **DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:**

EXH Engineering and Forest Trotter (the contractor) have agreed to complete some warranty work where the lines failed. In addition, Alberta Infrastructure and Transportation have agreed to cover the costs of the **enhancement** of lines 3 & 7.

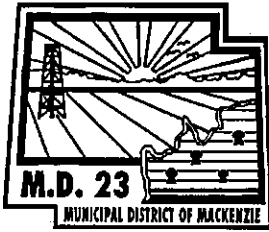
#### **COSTS / SOURCE OF FUNDING:**

The funding agreement from AIT is for \$494,755 and covers 100% of the cost of construction with the exception of the rock. The M.D. will be providing this from their inventory.

#### **RECOMMENDED ACTION:**

That the 2006 capital budget be amended to include Rosenberger Drainage Lines 3 & 7 at a cost of \$494,755 with funding to come from a grant by Alberta Infrastructure and Transportation.

Author:	Reviewed:	C.A.O.:
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## M.D. of Mackenzie No. 23

### Request For Decision

Agenda Item # \_\_\_\_\_

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 8, 2006</b>
<b>Presented By:</b>	<b>Brenda Wiebe, Roads Supervisor</b>
<b>Title:</b>	<b>Street Light along 94 Ave – Ridgeview School</b>

#### BACKGROUND / PROPOSAL:

Councillor Braun has requested that Council look at the option of installing street lighting along 94 Avenue in La Crete west of Ridgeview School. A walking trail runs along 94 Avenue and then turns along 106 Street. This trail is used by many students walking to and from school from both Ridgeview School and Reinland School. Currently there is no lighting along this portion of 94 Avenue which is causing a real safety concern.

#### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

ATCO Electric has reviewed the area and has stated that it is not possible to install lights on the existing poles because they cannot provide overhead lines. Therefore, they have provided cost estimates to install new poles with underground lines.

##### **Option 1**

Install one light at the intersection of 94 Ave and 106 St. This light would benefit children from both schools but does not address the primary issues along 94 Ave.

##### **Option 2**

Install two lights along 94 Ave; 2 between Ridgeview and 106 Street. This addresses the primary lighting issues along 94 Ave.

##### **Option 3**

Install three lights along 94 Ave; 2 between Ridgeview and 106 Street and 1 at the intersection. This is the safest alternative.

#### COSTS / SOURCE OF FUNDING:

ATCO Electric provided the following cost estimates:

Option 1 (1 light) - \$8,800

Author:	Reviewed: <i>B. Wiebe</i>	C.A.O. <i>[Signature]</i>
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Option 2 (2 lights) - \$10,900

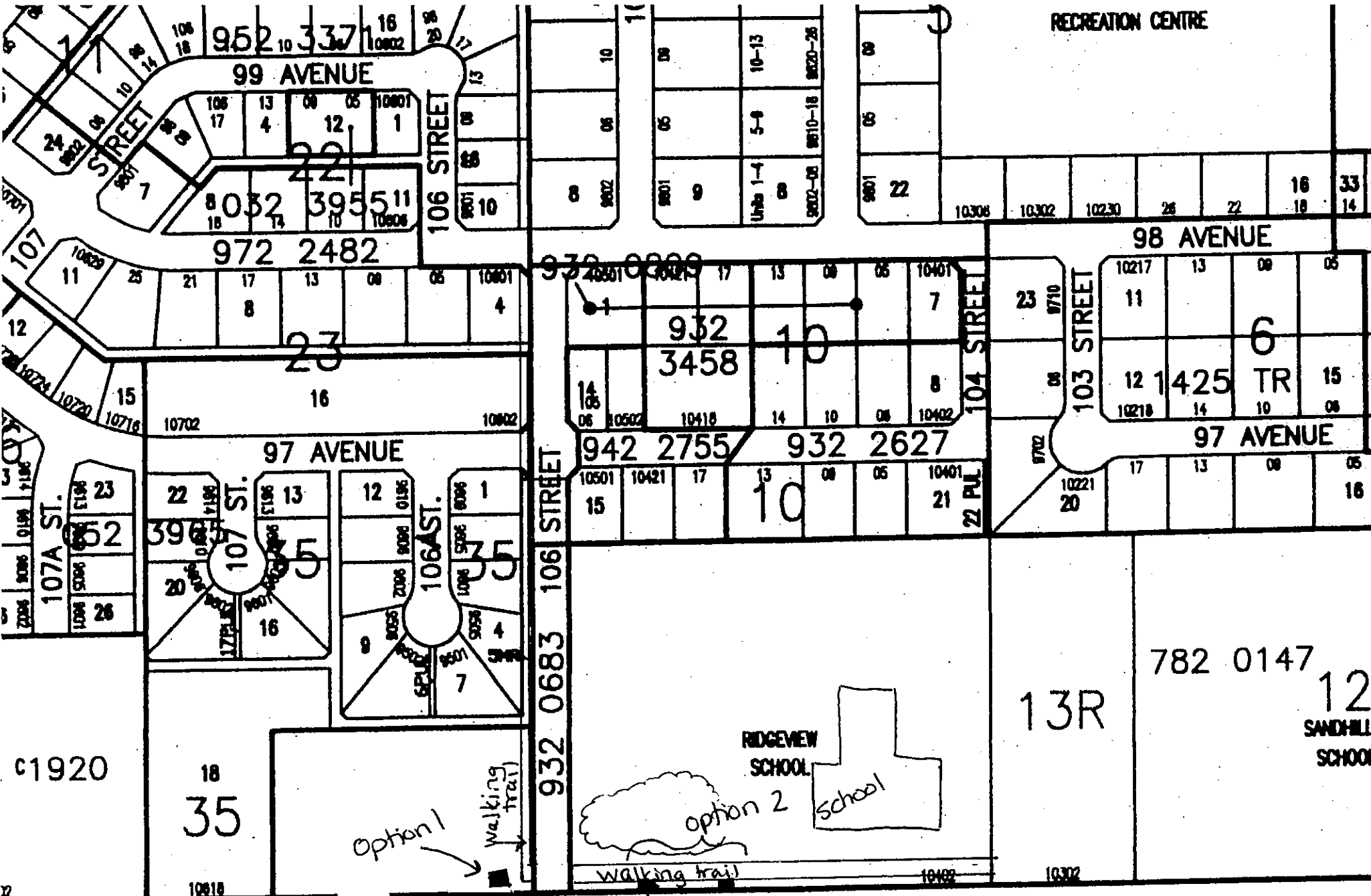
Option 3 (3 lights) - \$13,900

The 2006 budget does not include any allocation for street lighting but the 2005 capital project for street lighting has \$5,300 remaining as a carry forward.

**RECOMMENDED ACTION:**

That the 2006 budget be amended to include 3 street lights along 94 Avenue in La Crete with a budget of \$13,900 with funding to come from General Operating Reserve.

Author:	Reviewed:	C.A.O.:
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RECREATION CENTRE

99 AVENUE

98 AVENUE

972 2482

97 AVENUE

97 AVENUE

94 AVENUE

(792 0631)

WATERLINE R/W

option 3

WATERLINE R/W

032 3561

103 ST.

93 AVENUE

RIDGEVIEW SCHOOL

SANDHILL SCHOOL

option 1

option 2

school

walking trail

walking trail

C1920

35

13R

782 0147

12

932 3458

10

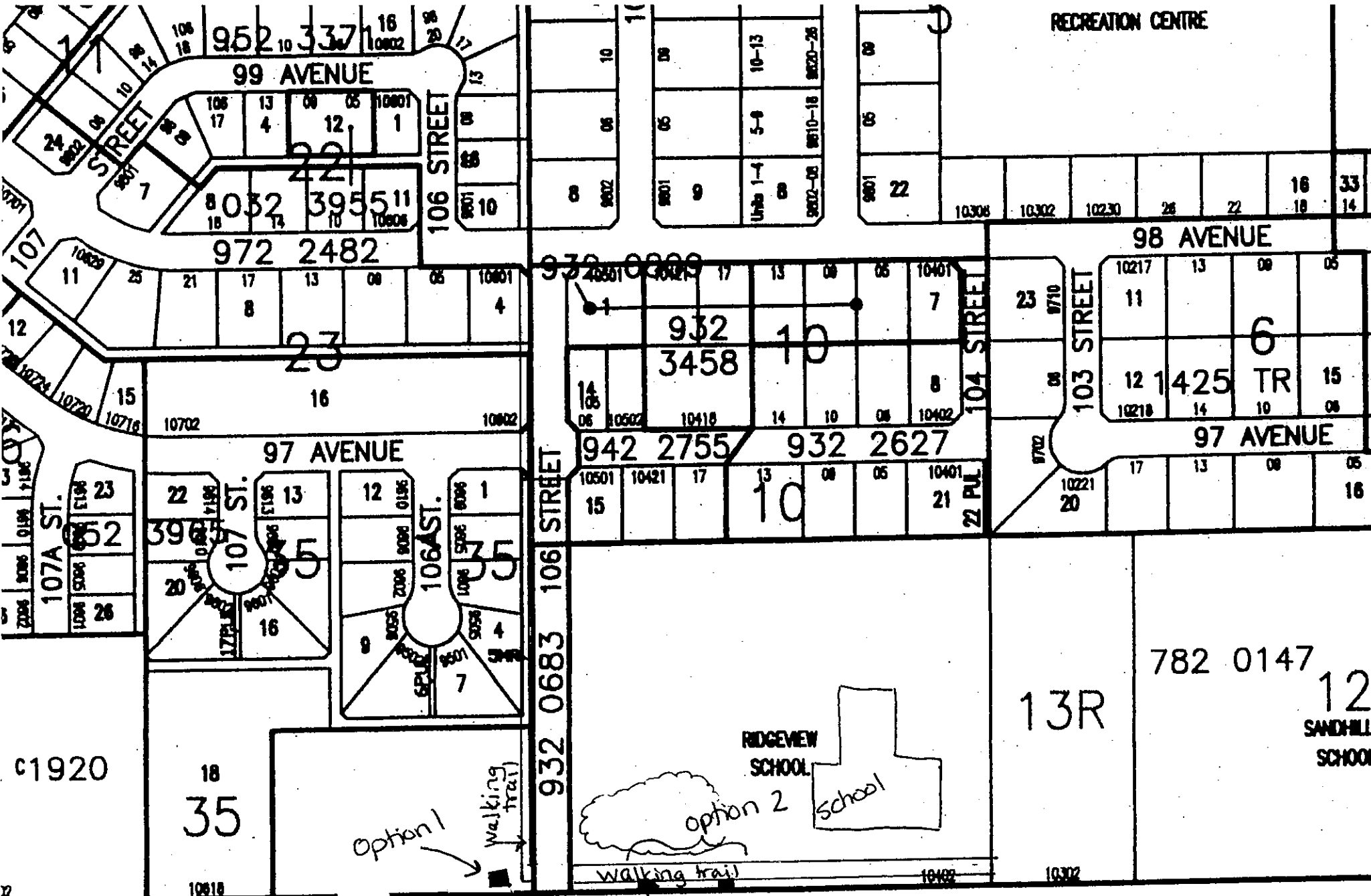
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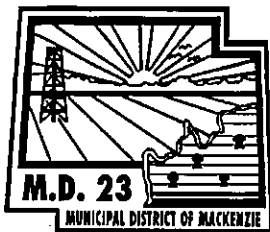
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10







## M.D. of Mackenzie No. 23

### Request For Decision

Agenda Item # \_\_\_\_\_

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 8, 2006</b>
<b>Presented By:</b>	<b>Brenda Wiebe, Roads Supervisor</b>
<b>Title:</b>	<b>Watermain Oversizing Payment</b>

#### **BACKGROUND / PROPOSAL:**

Peter Fehr developed phase 2 of his subdivision in 2005 (see attached map).

As per the minimum requirements of policy DEV001, the watermain was oversized along 98<sup>th</sup> Avenue from 111<sup>th</sup> to 109<sup>th</sup> Street in La Crete to allow for future development. The MD is required to pay the cost of this oversizing as per section 1.d of the policy.

#### Section 1.d

"M.D. of Mackenzie will pay for the difference in costs when requiring the Developer to oversize the water or sewer mains."

#### **DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:**

This is an unbudgeted expenditure that requires Council approval as per Policy FIN 006, as follows:

"If a proposed unbudgeted expenditure is not of an emergency nature and  
b) any expenditure will exceed the budget for the program or function, Council approval for the expenditure must be obtained."

Administration recommends that the attached invoice be paid to Peter Fehr. The required improvements have been completed to the MD's satisfaction and the invoice reflects the quantities certified correct by EXH.

#### **COSTS / SOURCE OF FUNDING:**

The cost of the watermain oversizing was \$793.80 (excluding GST).

#### **RECOMMENDED ACTION:**

That authorization be given for payment of \$793.80 to Peter Fehr for watermain oversizing along 98<sup>th</sup> Avenue in La Crete, to be funded from the General Capital Reserve 97-760.

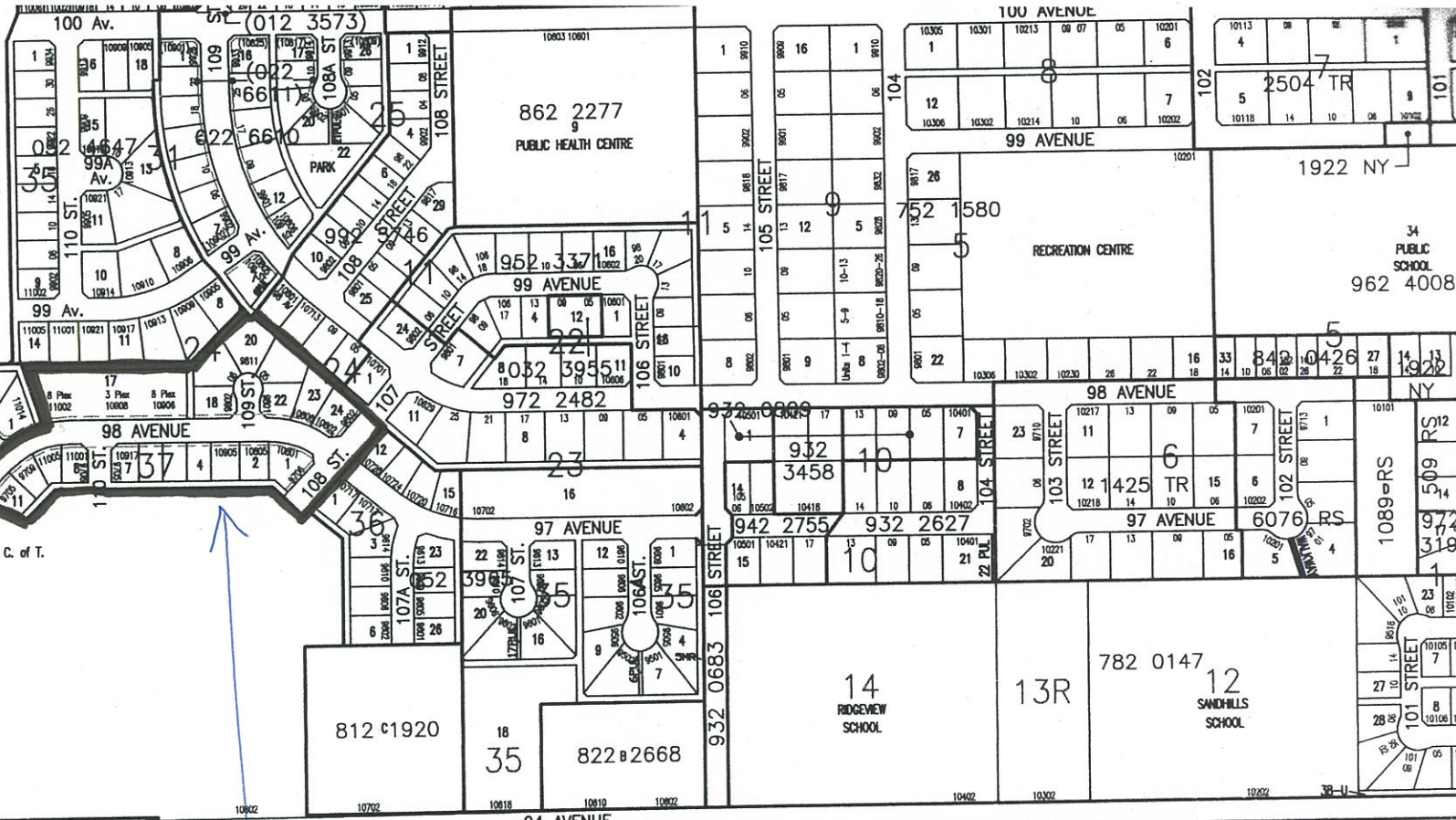
Author: M. Driedger

Reviewed: *BW*

C.A.O. *[Signature]*

60

C. of T.



C. of T.

*subject property*



992 6736

C. of T.

902 0126

962 4013

962 2633

(792 0631)

C. of T.

032 3561

962 0266

(962 3344)

(012 4177)

C. of T.

(962 3344)

January 10, 2005

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

Attention: Brenda Wiebe  
Roads Supervisor

**RE: Cost Summary of Upgrades (200mm dia to 250mm dia Water main on 98th Ave.)  
Peter Fehr Subdivision**

EXH Engineering Services Ltd. was retained by Mr. Peter Fehr to provide all necessary engineering services required to complete the proposed subdivision.

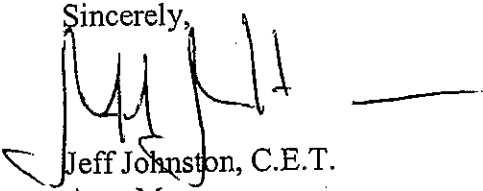
As a result of the detailed design, upgrades or over sizing of the water main occurred for 36m on 98<sup>th</sup> Ave. These costs are detailed in the following summary table.

Summary Table

Description	Total
Materials and Services (250mm dia.) 36m @ \$67.41	\$2,426.76
Materials and Services (200mm dia.) 36m @ \$45.36	\$1,632.96
Net Difference	\$793.80
7% (G.S.T.)	\$55.56
Total Cost of Upgrades	<b>\$849.36</b>

If you require further information or assistance, please call me at (780) 928-4461.

Sincerely,

  
Jeff Johnston, C.E.T.  
Area Manager

Enclosure

cc: Peter Fehr, Developer

## Municipal District of Mackenzie No. 23

Title	Urban Development Standards	Policy No:	DEV001
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Legislation Reference	Municipal Government Act, Section 5
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### Purpose

Establish urban development standards to ensure consistent development is maintained within the hamlets of the M.D. of Mackenzie.

### Policy Statement

The M.D. of Mackenzie and developers have a shared responsibility for defining and addressing the existing and future needs of the community by creating development policies consistent with community objectives. These policies should be applied equitably and fairly to all within that community. All beneficiaries of development should participate in the cost of providing and installing infrastructure in the community on an equitable basis that relates to the degree of benefit. Municipal funded projects tend to encourage development while maintaining affordable lot prices.

### Guidelines

- 1 M.D. of Mackenzie will:
  - a) adopt development standard requirements for individual urban zoning as indicated in this policy.
  - b) determine who is responsible for installation of the infrastructure as indicated in this policy.
  - c) determine who is responsible for the cost of installing the infrastructure as indicated in this policy.
  - d) pay for the difference in costs when requiring the Developer to oversize the water or sewer mains.
  - e) pay for the difference in costs when requiring the Developer to construct main arterial roads (proportionate to a standard road).
  - f) at the request of the developer, pay for selected improvements via a 100% local improvement levied against the property owner over a 10 year period.
  - g) pay for the storm sewer trunk main.
- 2 The developer will be responsible for all costs except where otherwise indicated in this policy.

## Funding

- 1 Costs under \$100,000 accumulated throughout the year will be funded out of the General Capital Reserve, provided there is adequate funds in the reserve.
- 3 Costs exceeding \$100,000 accumulated throughout the year will be either out of the General Capital Reserve or funded through debentures at year-end and amortized over a 10 year period, provided that the M.D. has the ability to borrow these funds pursuant to the MGA.
- 4 Costs of all storm sewer collection facilities within subdivisions.
- 5 Developers shall notify the Municipal District of Mackenzie by October 31 annually of any subdivisions that will require local improvement plans in the following year. The developer shall be responsible for all local improvement charges unless a local improvement bylaw has been passed.

## Urban Development Standards

The following chart indicates the minimum standards on new development.

ZONING	Curb & Gutter	Sidewalk	Under Ground Power	St. Lights (under ground pwr)	Cold mix Roads	St. Lights (OH pwr)	Paved Roads	Storm Sewer Internal	Storm Sewer Trunk Main
MHP				√			√	√	MD
MHS	√*	√*		√			√	√	MD
HCR					√	√		√	MD
All other Residential	√*	√*	√	√			√	√	MD
Commercial	√*	√*	√	√			√	√	MD
Industrial						√			MD

## Definitions

(√) – means the requirement.

(\*) – means Local Improvement.

(MD) – means M.D. of Mackenzie

Zoning – As per the Land Use Bylaw

Storm Sewer Trunk Main – means storm sewer that benefits either present or future development areas as determined by the M.D.

Storm Sewer Internal – means storm sewer that only benefits the subdivision within the development agreement.

Storm Sewer Collection System – can include ditches, ponds and underground piping.

	<b>Date</b>	<b>Resolution Number</b>
<b>Approved</b>	<b>June 18, 2002</b>	<b>02-460</b>
<b>Amended</b>	<b>Jan 13, 2004</b>	<b>04-009</b>
<b>Amended</b>	<b>June 23, 2004</b>	
<b>Amended</b>	<b>May 10, 2005</b>	<b>05-255</b>
<b>Amended</b>	<b>Dec 13, 2005</b>	<b>05-674</b>

## Municipal District of Mackenzie No. 23

<b>Title</b>	<b>UNBUDGETED EXPENDITURES</b>	<b>Policy No:</b>	<b>FIN006</b>
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<b>Legislation Reference</b>	<b>Municipal Government Act, Section 6</b>
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### **Purpose**

To establish procedures to authorize expenditures not included in a budget.

### **Policy Statement and Guidelines**

In this Policy

- (a) "Unbudgeted Expenditure" means an expenditure not included in the interim operating budget, the operating budget or the capital budget for the year.
- (b) "Emergency" means an occurrence or situation which could jeopardize the immediate safety, health or welfare of people or the protection of property in the municipality.

If a proposed unbudgeted expenditure is not of an emergency nature and

- (a) the expenditure will not exceed the budget for the program or function, the Chief Administrative Officer or designate may approve the expenditure.
- (b) any expenditure will exceed the budget for the program or function, Council approval for the expenditure must be obtained.

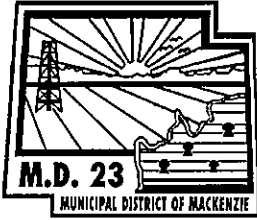
If the proposed unbudgeted expenditure is for an emergency as determined by the Chief Elected Official or the Chief Administrative Officer

- (a) the Chief Elected Official, or;
- (b) the Chief Administrative Officer or designate may approve the expenditure;

The Chief Administrative Officer shall provide Council with monthly variance report as well as operating and capital budget reports.

	<b>Date</b>	<b>Resolution Number</b>
<b>Approved</b>	<b>October 14, 1998</b>	<b>98-312</b>
<b>Amended</b>	<b>April 3, 2002</b>	<b>02-248</b>
<b>Amended</b>		





## M.D. of Mackenzie No. 23

### Request For Decision

Agenda Item # \_\_\_\_\_

<b>Meeting:</b>	Regular Council Meeting
<b>Meeting Date:</b>	February 8, 2006
<b>Presented By:</b>	Brenda Wiebe, Roads Supervisor
<b>Title:</b>	Highway 697/88 Connector Intersection

#### **BACKGROUND / PROPOSAL:**

The construction of a gravel slip ramp at the Highway 697 and Highway 88 Connector intersection has been included in the 2006 budget. Administration has requested Alberta Infrastructure and Transportation to include this project with the Highway 697 overlay project. Their response was "no".

#### **DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:**

The Operations Committee reviewed this and recommended that the M.D. contact MLA Frank Oberle in regards to including the Hwy 697/Hwy 88 Connector intersection with the Hwy 697 overlay project. Also, it may be worthwhile requesting that AIT pay for pavement of the slip ramp as well.

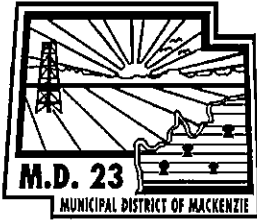
#### **COSTS / SOURCE OF FUNDING:**

\$147,200 is included in the 2006 capital budget for this project.

#### **RECOMMENDED ACTION:**

That a letter be written to MLA Frank Oberle requesting that the Highway 697/Highway 88 Connector intersection slip ramp construction and paving be included in the Highway 697 overlay project.

Author:	Reviewed:	C.A.O.:
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## M.D. of Mackenzie No. 23

### Request For Decision

Agenda Item # \_\_\_\_\_

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 7, 2006</b>
<b>Presented By:</b>	<b>Paul Driedger Director of Planning, Emergency &amp; Enforcement Services</b>
<b>Title:</b>	<b>AUMA Ground Ambulance Stakeholder Consultation Presentations</b>

#### **BACKGROUND / PROPOSAL:**

Alberta Urban Municipalities Association "AUMA" is having stakeholder consultation presentations at a number of locations across the province (copy attached).

#### **OPTIONS & BENEFITS:**

The presentations are to discuss the Ground Ambulance Stakeholder Consultation which deals with the 2 pilot regions currently being operated by the health regions (copy of report attached). There is one presentation being held in Grande Prairie on Friday February 10, 2006.

#### **COSTS & FUNDING:**

Committee Member expenses.

#### **RECOMMENDED ACTION:**

That the Protective Services Committee members be authorized to attend the AUMA stakeholder consultation in Grande Prairie on February 10, 2006.

Author: G. Peters	Reviewed:	C.A.O.:
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January 18, 2006

**ATTENTION: Mayors, Councillors and CAOs**

## **Ground Ambulance Advisory Council Stakeholder Consultation**

In 2005, AUMA members passed a resolution urging the province to provide a fully funded 3-year strategic plan for ambulance service by March 2006 and report on the lessons learned from the pilot regions before then, and assume the responsibilities and resources associated with ambulance service (cf. RESN2005.EXT.01). The AUMA continues to support transition of ground ambulance service to the Regional Health Authorities with full funding.

The AUMA would like to advise members that municipal leaders are being invited to provide their views on the attached discussion paper. This is an important component in developing recommendation for governance and funding.

Please direct your submissions before February 14<sup>th</sup> to:

Ambulance Governance Advisory Council - Co Chairs  
c/o Emergency Health Service  
11<sup>th</sup> Floor Telus Plaza North  
10025 Jasper Ave  
Edmonton, AB T5J 1S6

In addition, members are invited to express their views at a number of meetings taking place across the province between January 27, 2006 and February 10, 2006.

### **Consultation Dates and Locations**

Council will be in the following cities at the dates indicated. Exact locations and times for meetings will be communicated to stakeholders prior to the meetings.

Calgary - Wednesday, January 25, 2006

Lethbridge - Thursday, January 26, 2006

Medicine Hat - Friday, January 27, 2006

Red Deer - Friday, January 27, 2006

Edmonton - Wednesday, February 8, 2006

Fort McMurray - Thursday February 9, 2006

Grande Prairie - Friday, February 10, 2006

I urge all members to participate in the helping to reshape the ground ambulance service model in Alberta.

Thank you

Bob Hawkesworth  
President

John McGowan  
CEO

January 17, 2006

Reeve Bill Neufeld  
Reeve of the Municipal District of Mackenzie No. 23  
PO Box 640  
Fort Vermilion, Alberta  
T0H 1N0

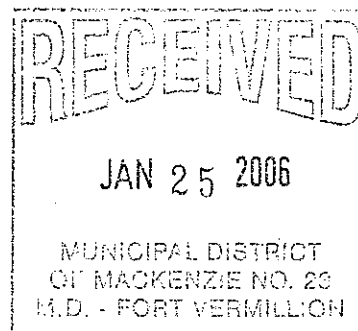
Dear Reeve Neufeld:

In March 2005, the Honourable Iris Evans established the Ambulance Governance Advisory Council (the Council) to advise her on the long-term governance and funding of ground ambulance services in Alberta.

The Council has approached its work in two phases. Phase one focused on reviewing the costs associated with ground ambulance and developing an interim funding strategy. In its second phase, the Council is considering a vision for the delivery of emergency medical services and governance and funding models for the future, including an appropriate reporting and accountability framework. The Council will also be reporting on the evaluation of the pilot projects currently underway in the Peace Country and Palliser health regions. We are scheduled to provide a report on phase two issues to the Minister by March 31, 2006 and the Council is committed to meet that deadline.

The Council will be consulting with a broad range of stakeholders on the vision and on governance and funding in January and February. As part of this process, the AUMA, AAMD & C and the Alberta Ambulance Operators Association (AAOA) have been asked to present their positions on governance and funding of emergency medical services to the Council.

However, the Council also wants to provide you, as a municipality which has expressed specific concerns about ambulance service issues during phase one, further opportunities to provide input if required. You are therefore invited to forward a submission to the Council that addresses the three key areas for discussion outlined in the attached *Stakeholder Consultation Discussion Paper: A Vision for Emergency Medical Services; Governance Functions; and, Funding Principles*.



.../2

January 17, 2006

Reeve Bill Neufeld  
Fort Vermilion, Alberta

Page 2

If you choose to provide an individual written submission, we would ask that the following guidelines be used in preparing your document:

- Please follow the format of the consultation questions as outlined in the discussion document
- Submissions should be no more than 6 pages total
- Submissions should be directed to the Council Co-Chairs before **February 14, 2006**. Written submissions may be mailed to

Ambulance Governance Advisory Council Co-Chairs  
c/o Emergency Health Services  
11<sup>th</sup> Floor, Telus Plaza North  
10025 Jasper Avenue NW  
Edmonton, AB  
T5J 1S6

Written submissions will be reviewed by all Council members and will be given equal attention in the Council's deliberations as individual presentations.

In addition, if you wish to present to the Council, it will be in various locations throughout the province from January 27 to February 10 and every effort will be made to accommodate a brief presentation at one of these meetings (the list of locations and dates is attached). Please note that time is constrained by the significant number of presentations currently scheduled. This may affect the availability and/or length of presentation times. If you are interested in this option, please contact **(780) 422-9654** to see if a presentation time is available at an appropriate location.

The Council will consider the full range of input provided during this consultation as it prepares its report and recommendations to the Minister. All participants in the consultation process will receive a Summary Report of input provided to the Council.

The perspectives of all stakeholders are important and will be valuable to the Council as it deliberates governance and funding options for the future of Alberta's emergency medical services system.

Sincerely,



Leonard Mitzel, MLA  
Co-Chair

Marvin Moore  
Co-Chair

# **Ambulance Governance Advisory Council**

## **Stakeholder Consultation Discussion Paper**

**(Last Updated January 13, 2006)**

## Introduction

The Ambulance Governance Advisory Council (Council) has been established by the Minister of Health and Wellness with a wide-ranging mandate to review all aspects of the Emergency Medical Services (EMS) system in Alberta and to recommend changes to the EMS system by March 31, 2006. While the timelines for Council's work are compressed, the importance of stakeholder consultation remains fundamentally important to the development and successful implementation of Council's recommendations.

This discussion paper outlines Council's preliminary thinking regarding an EMS system that meets the needs of Albertans and which promotes collaboration between patients, the Province of Alberta, regional health authorities, municipalities, ambulance operators, and other stakeholders. All of the concepts are in draft form, and are presented to stimulate discussion. For the purposes of this discussion paper, it is important to note that the term EMS refers to ambulance services. Further, due to limitations in Council's mandate, the scope of this paper and consultation is limited to ground-based EMS services.



This paper builds on research and discussion to date and poses several questions for further discussion during upcoming stakeholder consultation sessions as a means of providing direction to Council's working groups. Throughout the document, consultation questions are denoted by the question mark shown to the left.

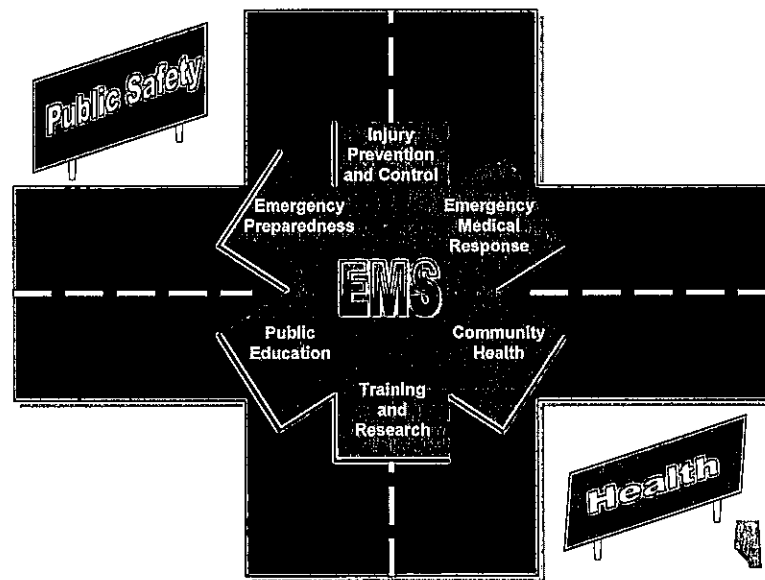
## Consultation Area #1: Vision for Emergency Medical Services

### EMS Defined

Emergency medical services (EMS) are an increasingly complex field, characterized by dramatic growth and evolution. While there are multiple perspectives on what characterizes "EMS," this field involves the integration of health services through medical direction, clinical care, public education, prevention programs, evaluation, and research, with critical elements of public safety and security programming.

In addition to its traditional emergency response role, EMS is an integral part of the health care system in the areas of treatment and referral, inter-facility transfers, in-hospital support, and public education. EMS is also a necessary component of public safety in areas such as disaster management, pandemic response, and special operations.

Alberta's demographics are leading to a dramatic increase in call volumes (i.e. outpacing population growth by as much as 3:1) and types of situations to which EMS must respond.



Because of the rising demands on EMS services, both from a complexity and demographic perspective, there is an increasingly common view that the EMS system is not sustainable in its current form. Emerging from this environment is a view that ***EMS operates at the intersection of health care and public safety, which requires a new philosophy primarily in the areas of governance, funding, and standards*** to meet future challenges.<sup>1</sup>

### Vision for the Future

**Where we are:** While some Albertans currently enjoy some of the highest levels of EMS across Canada, there is limited consistency of services and no commonly held vision for Alberta's EMS system. Alberta's present environment is best considered a patchwork of systems as opposed to one provincial, coordinated EMS system. There are opportunities for improvement in key areas including policy and standards, governance and funding.

**Where we want to be:** Stakeholders in Alberta's EMS system will work in a coordinated fashion, as part of a provincial system, towards realization of a commonly held vision for the future. The patient will be the top priority and central focus of all EMS efforts. Alberta's EMS system will serve both the health and public safety needs of Albertans by being responsive and

<sup>1</sup> T.R. Delbridge. "EMS...agenda for the future" *Emergency Medicine Clinics of North America*, 20 (2002) 739-757.



proactive. Albertans will enjoy seamless care from, and universal access to, EMS services. The system will be policy and standards driven, and governance and funding mechanisms will provide appropriate incentives for meeting system-wide standards. All EMS operations in Alberta will operate in a manner that meets or exceeds standards and policy in the areas of dispatch, response times and medical direction that are patient care driven.

**Council envisions an Alberta EMS system that is:**

- Available to Albertans when they need access.
- Consistently focused on the provision of high quality patient care.
- Effectively integrated into both the health care and public safety systems.
- Leads the nation by subscribing to provincial standards while being responsive to the local needs of Albertans in their communities.
- A world leader in continuously enhancing patient care through innovation and advancements in para-medicine.
- A provincial system supported by networks of community-based EMS providers.



**Consultation Question #1a:** *What is your reaction to the concept that EMS is positioned at the intersection of the health care and public safety sectors?*

**Consultation Question #1b:** *What implications do you see of EMS being positioned at the intersection of the health care and public safety sectors?*

## Consultation Area #2: Governance

**Where we are:** Ambulance services are generally governed by municipalities and regional municipal bodies under the auspices of the *Municipal Government Act*. In 2004 and early 2005, the Province of Alberta moved to transfer the governance and funding of ambulance services to the regional health authorities. In March 2005, the transfer process was halted, and municipalities continue to ensure ambulance services (with the exception of the two pilot initiatives in the Peace and Palliser health regions).

**Where we want to be:** EMS, which operates at the intersection of health care and public safety, must include governance functions at both the system (provincial) and operational (community) levels. Appropriate functions of governance include:

- Encourage shared leadership through integration of decision-making authority.
- Allow for development, implementation and enforcement of standards and policy.
- Align with a funding model that is operationally feasible and financially sustainable.
- Be responsive to the needs of local community conditions.
- Include mechanisms for identifying and adopting leading priorities.
- Promote innovation while assuring advocacy for patients and quality of services.
- Provide incentives for collaboration and integration.
- Require reporting, accountability and research on patient care, service provision and quality improvement initiatives.
- Provide stability, legitimacy and championship for EMS over the long-term.



**Consultation Question #2a:** *What is your reaction to these draft core functions of EMS governance? Would you change or add anything?*

**Consultation Question #2b:** *What governance models do you think would ensure the effective delivery of these core EMS governance functions?*

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## Consultation Area #3: Funding

**Where We Are:** Funding of EMS operations is currently obtained from a number of sources, including local municipalities; provincial sources (including Alberta Health and Wellness, Alberta Human Resources and Employment, and Alberta Children's Services); federal sources (including Health Canada and Indian Affairs & Northern Development Canada); and other sources including direct patient billing, Alberta Blue Cross, inter-facility transfers, standby revenue, donations, and fundraising. In 2005/2006, non-pilot municipalities received funding from Alberta Health and Wellness in the amount of \$55 million to supplement revenues derived from billing for ambulance services, municipal contributions, interfacility transfers, and "other revenues".<sup>2</sup> The Minister has committed the same amount for 2006/2007. While several studies have been performed regarding the cost of EMS in Alberta, the relationship between funding and other revenues, system costs, and standardized service levels for non-pilot municipalities is, at best, poorly understood. Further, there is limited accountability for funds received and the funding methodology does not adequately provide incentives for collaboration and coordination of services among the various EMS stakeholders.

**Where We Want to Be:** Funding of EMS operations from local, provincial, federal and other sources will be based on an accurate understanding of costs and will be provided according to the following principles:

- *Sustainability:* funding from public bodies will be provided on a multi-year basis, to enable a stable funding base and better financial and operational planning.
- *Shared:* funding will be shared between governmental, fee-for-service, and other sources. Last dollar financing by the Provincial Government is not a sustainable model.
- *Preparedness:* funding will appropriately compensate EMS systems for "preparedness" costs related to service provision (including disaster management, outbreak management and infection control, and occupational health and safety).
- *Transparency and accountability:* all parties will be transparent in reporting on revenues and expenditures to Albertans.
- *Incentives for effectiveness and efficiency:* financial incentives will promote appropriate behaviours with respect to transport and inter-facility transfers, while supporting other funding principles.



**Consultation Question #3a:** *What is your reaction to these draft funding principles? Would you change or add anything to these draft principles?*

**Consultation Question #3b:** *What funding models do you think would align best with these draft funding principles?*

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<sup>2</sup> In addition, Palliser and Peace Country health regions collectively received \$10.6 million to operate the pilot projects.

## **Consultation Dates and Locations**

Council will be in the following cities at the dates indicated. Exact locations and times for meetings will be communicated to stakeholders prior to the meetings.

Calgary - Wednesday, January 25, 2006

Lethbridge - Thursday, January 26, 2006

Medicine Hat - Friday, January 27, 2006

Red Deer - Friday, January 27, 2006

Edmonton - Wednesday, February 8, 2006

Fort McMurray - Thursday February 9, 2006

Grande Prairie - Friday, February 10, 2006

January 17, 2006

Mr. Bob Hawksworth  
President  
Alberta Urban Municipalities Association  
10507 Saskatchewan Drive N.W.  
Edmonton, Alberta  
T6E 4S1

Dear Mr. Hawksworth:

In March 2005, the Honourable Iris Evans established the Ambulance Governance Advisory Council (the Council) to advise her on the long-term governance and funding of ground ambulance services in Alberta.

As Co Chairs of the Council, we are writing to invite you to present your views on the attached discussion paper prepared by the Council. This document provides a framework of key questions that the Council must consider in recommending appropriate governance and funding models for emergency medical services.

The Council has approached its work in two phases. The first phase focused on reviewing the costs associated with ground ambulance and developing an interim funding strategy. In its second phase, the Council is considering a vision for the delivery of emergency medical services and governance and funding models for the future, including an appropriate reporting and accountability framework. In addition, the Council will be reporting on the evaluation of the pilot projects currently underway in the Peace Country and Palliser health regions.

The Council will be consulting on the vision and on governance and funding in January and February. We are scheduled to provide a report on phase two issues to the Minister by March 31, 2006 and we are committed to meet that deadline. By this letter, the Council is inviting a representative of your organization to present your comments and input in the three key areas outlined in the *Stakeholder Consultation Discussion Paper: A Vision for Emergency Medical Services; Governance Functions; and, Funding Principles*.

The Council will be in Calgary on 1/25/2006 and will be contacting you to set a presentation time.

January 17, 2006

Mr. Bob Hawksworth  
Edmonton, Alberta

Page 2

We would ask that the following guidelines be used in preparing and presenting your input:

- Presenters will be allocated 25 minutes in total
- Presentations should be set for approximately 15 minutes
- Time will permit approximately 10 minutes of question and answer with and by the Council
- Presentations should follow the format of the consultation questions as outlined in the discussion document
- A copy of all presentations should be provided to the Council
- If you choose to provide a written submissions as well, it should also follow the question format provided in the discussion document; be no more than 6 pages in total; and be provided to the Council Co-Chairs before **February 14, 2006**. Written submissions may be mailed to

Ambulance Governance Advisory Council Co-Chairs  
c/o Emergency Health Services  
11<sup>th</sup> Floor, Telus Plaza North  
10025 Jasper Avenue NW  
Edmonton, AB  
T5J 1S6

The Council will consider the full range of perspectives provided during this consultation as it prepares its report and recommendations for the Minister. All participants in the consultation process will receive a Summary Report of the input provided to the Council.

A representative of the Council will be in contact with you shortly to confirm your receipt of this letter, to answer any questions you may have on this process and to set a specific presentation time.

The Council looks forward to your presentation – your perspectives are important to us and will be valuable as we deliberate governance and funding options for the future.

Sincerely,



Len Mitzel, MLA  
Co-Chair

Marvin Moore  
Co-Chair

cc: John McGowan  
Chief Executive Officer

**To: AUMA Members**

**Re: Ambulance Governance Advisory Council Stakeholder Consultation**

In March 2005, the Honourable Iris Evans established the Ambulance Governance Advisory Council (the Council) to advise her on the long-term governance and funding of ground ambulance services in Alberta.

As Co Chairs of the Council, we are writing to invite Alberta's municipal leaders to provide their views on the attached *Stakeholder Consultation Discussion Paper* prepared by the Council. This document provides a framework of key questions that the Council is considering as it develops recommendations for appropriate governance and funding models for Alberta's emergency medical services.

The Council has approached its work in two phases. The first phase focused on reviewing the costs associated with ground ambulance and developing an interim funding strategy. In its second phase, the Council is considering a vision for the delivery of emergency medical services and governance and funding models for the future, including an appropriate reporting and accountability framework. In addition, the Council will be reporting on the evaluation of the pilot projects currently underway in the Peace Country and Palliser health regions. We are scheduled to provide a report on phase two issues to the Minister by March 31, 2006 and we are committed to meet that deadline.

As a result, the Council will be consulting with stakeholders on the vision and on governance and funding in January and February. As part of this process, the AUMA has been asked to make a presentation to the Council that outlines their position on governance and funding of emergency medical services.

In addition, the Council also wants to provide individual municipalities further opportunities to provide input. You are therefore invited to forward a submission to the Council that addresses the three key areas for discussion outlined in the *Stakeholder Consultation Discussion Paper: A Vision for Emergency Medical Services; Governance Functions; and, Funding Principles*.

If you choose to make an individual written submission, we would ask that the following guidelines be used in preparing your document:

- Please follow the format of the consultation questions as outlined in the discussion document
- Submissions should be no more than 6 pages total
- Submissions should be directed to the Council Co-Chairs before **February 14, 2006**. Written submissions may be mailed to

Ambulance Governance Advisory Council Co-Chairs  
c/o Emergency Health Services  
11<sup>th</sup> Floor, Telus Plaza North  
10025 Jasper Avenue NW  
Edmonton, AB  
T5J 1S6

Written submissions will be reviewed by all Council members and will be given equal attention in the Council's deliberations as individual presentations.

In addition, if you wish to present your views, the Council will be in various locations throughout the province from January 27 to February 10 and every effort will be made to accommodate a brief presentation at one of these meetings (a list of locations and dates is attached). Please note that time is constrained by the significant number of presentations currently scheduled. This may affect the availability and/or length of presentation times. If you are interested in this option, please contact **(780) 422-9654** to see if a presentation time is available at an appropriate location.

The Council will consider the full range of input provided during this consultation as it prepares its report and recommendations to the Minister. All participants in the consultation process will receive a Summary Report of input provided to the Council.

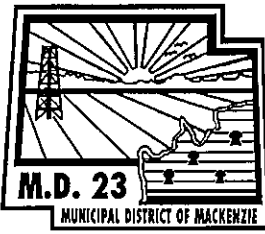
The perspectives of all stakeholders are important and will be valuable to the Council as it deliberates governance and funding options for the future of Alberta's emergency medical services system.

Sincerely,

Leonard Mitzel, MLA  
Co-Chair  
620 Legislature Annex  
9718 - 107 Street  
Edmonton, AB T5K 1E4  
Phone: (780) 415-9590

Marvin Moore  
Co-Chair  
Box 447  
DeBolt, AB T0H 1B0  
Phone: (780) 957-3957





# M.D. of Mackenzie No. 23

## Request For Decision

Agenda Item # \_\_\_\_\_

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 8, 2006</b>
<b>Presented By:</b>	<b>Eva Schmidt, Planning Supervisor</b>
<b>Title:</b>	<b>Development Permit Statistics Report Year End Comparisons (2001 -2005) Residential Building Activity Comparisons (2001 – 2005) Subdivision Applications (2002 – 2005)</b>

### BACKGROUND / PROPOSAL:

Following is the statistical comparisons from 2001-2003 (Year End).

- 2001 Development Permits      303 permits (construction value \$132,761,086.00)
- 2002 Development Permits      332 permits (construction value \$38,681,176.00)
- 2003 Development Permits      309 permits (construction value \$29,155,390.00)
- 2004 Development Permits      336 permits (construction value \$44,768,903.68)
- 2005 Development Permits      353 permits (construction value \$41,509,512.48)

Residential Building Activity Report January to September 2003 to 2004

- 2001 Building Activity      134 permits (Value \$8,387,828.91)
- 2002 Building Activity      153 permits (Value \$9,849,021.00)
- 2003 Building Activity      130 permits (Value \$12,029,825.00)
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- 2005 Building Activity      169 permits (Value \$14,010,605.60)

<b>Author:</b> Eva Schmidt, Planning Supervisor	<b>Review Date:</b>	<b>C.A.O.:</b>
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Subdivision Application Report January to December 2002 to 2004

- 2002 Subdivisions                      38 Files - 484.68 Acres Total
- 2003 Subdivisions                      31 Files - 260.47 Acres Total
- 2004 Subdivisions                      73 Files -1,195.41 Acres Total
- 2005 Subdivisions                      61 Files -650.92 Acres Total

*(see attached breakdown)*

**DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:**

Not applicable

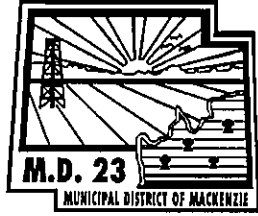
**COSTS / SOURCE OF FUNDING:**

Not applicable

**RECOMMENDED ACTION (by originator):**

For Information

<b>Author:</b> Eva Schmidt, Planning Supervisor	<b>Review Date:</b>	<b>C.A.O.:</b>
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## M.D. of Mackenzie No. 23

### Request For Decision

Agenda Item # \_\_\_\_\_

<b>Meeting:</b>	Regular Council Meeting
<b>Meeting Date:</b>	February 8, 2006
<b>Presented By:</b>	Christine Woodward, Executive Assistant
<b>Title:</b>	Application for MD of Mackenzie Regional Library Board

#### **BACKGROUND / PROPOSAL:**

There is a seat available on the Library Board. No one replied to the advertisement for new members. Anne Martens has written to reapply for her former seat in this event.

#### **OPTIONS & BENEFITS:**

Anne is a experienced member of the Board.

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

N/A

#### **RECOMMENDED ACTION:**

MOTION:

That Council appoints Anne Martens to another term on the MD of Mackenzie Regional Library Board.

<b>Author:</b> C. Woodward, Executive Assistant	<b>Review Date:</b>	<b>C.A.O.:</b> 
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Anne Martens

December 9, 2005

To Whom It May Concern:

As you are likely aware, my term position on the MD of MacKenzie #23 Regional Library Board has now expired. The Board is currently advertising for this position.

Please accept this letter as my willingness to remain on the Board for another term if another suitable applicant is not forthcoming.

Thanks for your time and consideration.

Sincerely,



Anne Martens



September 8, 2005

William Neufeld  
Reeve, Municipal District of MacKenzie No. 23  
Box 351  
La Crete, AB T0H 2H0

Dear Reeve Neufeld:

**Re: Challenge North 2006 Conference: Today's Promise – Tomorrow's Reality  
April 5, 6 and 7, 2006**

The Northern Alberta Development Council (NADC) is pleased to host a major conference for northern Alberta, to be held at the Stardust Hotel in High Level on April 5, 6 and 7, 2006.

*Challenge North 2006: "Today's Promise – Tomorrow's Reality"*, will bring together a broad range of community, industry, and government decision makers to focus on building vibrant communities through cooperation, innovation and diversification. Delegates will go away from the conference with ideas and tools to help build effective community, industry and government partnerships.

An exciting list of speakers has confirmed their attendance, with the keynote address being provided by Dr. Mark Partridge. Dr. Partridge, the Canada Research Chair in the New Rural Economy, will talk about the new rural economy, the importance of regional cooperation, and about why some communities thrive and others do not.

The NADC is seeking sponsors for this event. Four levels of sponsorship are available: Gold - \$5,000; Silver - \$2,000; Bronze - \$500 and an opportunity to sponsor meals or snack breaks. Acknowledgement levels are described in the attachment.

.../2

**Challenge North 2006 Conference  
High Level, Alberta, April 5 to 7, 2006**

206 Provincial Building, 9621-96 Avenue, Postal Bag 900-14  
Peace River, Alberta, Canada T8S 1T4

T-531 P. 002/004 F-479

7806236984

From: N.A.D.C., LAC LA BICHE 12:58pm Jan-25-2006

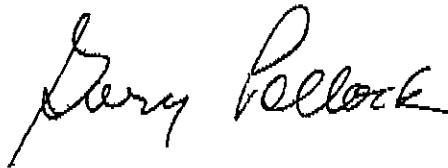


Challenge North 2006  
Sponsorship

Page Two

You can help northern communities achieve their developmental potential by supporting the *Challenge North 2006 Conference*. For more information or to discuss your sponsorship, please do not hesitate to contact Mike Mihaly, NADC Member at 780-926-2009, or Corinne Huberdeau, Senior Northern Development Officer in Lac La Biche, at 780-623-6982 (for toll free access, first dial 310-0000).

Yours very truly,



Gary Pollock  
Vice-Chair  
Northern Alberta Development Council

Attach.

/pb



## Sponsorship Opportunities and Registration

Choose from four sponsorship levels. Each level has its own privileges.

Please call Mike Mihaly, NADC Member at 780-926-2009, Corinne Huberdeau, Senior Northern Development Officer at 780-623-6982 or Pamela Burdek, Administrative Assistant at 780-623-6983 to discuss sponsorship options. Your response would be appreciated by January 13, 2006 as opportunities are limited.

**Gold - \$5,000**

- Two complimentary registrations
- Salute in delegate kits
- Salute during keynote and conference finale
- Verbal acknowledgement during the conference
- Acknowledgement and salute on web page
- Sponsor showcase - display space
- Main stage back drop banner
- Brief lunch or dinner speaking opportunity
- Sponsor logo in various promotional information

**Bronze - \$500**

- Salute in delegate kits
- Acknowledgement and salute on web page
- Shared brochure display table

**Silver - \$2,000**

- One complimentary registration
- Salute in delegate kits
- Verbal acknowledgement during the conference
- Acknowledgement and salute on web page
- Sponsor showcase - display space

**Meal or Snack Break sponsor**

- NADC will contact you to confirm arrangements
- Salute in delegate kits
- Acknowledgement and salute on web page
- Name tents on serving tables at sponsored breaks
- Shared brochure display table

### Sponsor Information

Organization: \_\_\_\_\_

Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Telephone: \_\_\_\_\_

E-mail: \_\_\_\_\_ Fax: \_\_\_\_\_

Complimentary registrations Name: \_\_\_\_\_ Title: \_\_\_\_\_  
(Gold: 2; Silver: 1)

Name: \_\_\_\_\_ Title: \_\_\_\_\_

We ask sponsors to submit a corporate logo for use in sponsor recognition

- A printed logo is attached     A logo will be emailed to [nadc.council@gov.ab.ca](mailto:nadc.council@gov.ab.ca)

Display space requested (for Gold and Silver sponsors)     Yes     No  
 Display space requirements:     Table     Power outlet

### Method of Payment

- Cheque enclosed     Please send an invoice

Please make cheques payable to:

**'Minister of Finance - Northern Development'** and mail to:  
 Northern Alberta Development Council, 206 Provincial Building  
 9621 - 96 Avenue, Postal Bag 900-14, Peace River, AB T8S 1T4



## Conference Agenda

Wednesday April 5, 2006

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10:30 AM **Registration Begins**

1:30 PM **Conference Opening**

*Ray Danyluk*, Chair of the Northern Alberta Development Council and local dignitaries will welcome conference delegates.

**Keynote Presentation** - *Community Cooperation or Community Collapse: The Reality of 21<sup>st</sup> Century Canada*

**Mark Partridge**, Keynote Speaker, Canada Research Chair in the New Rural Economy

Small communities are increasingly unable to go it alone. They must work with other communities to achieve results. With government coffers literally overflowing, it is easy for Albertans to become complacent. History is full of examples of failed communities that did not prepare for bad times as well as the good. Hear about the new rural economy, the importance of regional cooperation and why some communities thrive and others do not.

3:30 PM **Concurrent Sessions A - Vibrant Communities**

**From Opportunity to Vibrancy** - *Monica Coneys, Shosholoza*

Listen to Monica Coneys talk about the dynamic changes that took place through community efforts in a small town in Saskatchewan.

**Diversification Through Rural Tourism Development** - *Nicole L. Vaugeois, Malaspina University-College*

Learn how communities in British Columbia and Alberta have used rural tourism to diversify their community and economic health.

**Innovation: A Pathway to Rural Vitality** - *Mary Robertson Lacroix, Innovative Rural Communities Project*

Find out how a community-based initiative in Ontario is leading to a new understanding of the role and potential of innovation in support of rural vitality.

4:30 PM **Concurrent Sessions B - Effective Partnerships**

**Meeting our Employment Needs** - *Barrie Robb, Alberta Chamber of Resources, and Brad Trefan, Alberta Economic Development*

Speakers will look at ways to meet today's human resource challenges by engaging



the Aboriginal workforce and through immigration.

***Working Together to Achieve Common Goals*** - Susan Roper, Woodland Operations Learning Foundation, and Ian Urquhart of the Alberta Wilderness Association

Hear how partnerships helps industry meet its training needs through the Woodland Operations Learning Foundation and an environmental perspective on working with industry and government.

***Getting the Word out Together*** - Tam Andersen of the Country Soul Stroll and Estelle Carson of the Alberta Natural Health Agricultural Network.

Discover how partnerships have worked to market and promote products and regions in a variety of industries.

## 7:00 PM Reception

An excellent opportunity to network with other conference participants to learn, exchange ideas and build new relationships to advance your northern communities.

Storyboards will showcase successes, creative ideas and lessons learned in building vibrant communities and effective partnerships in northern Alberta and beyond!



Thursday April 6, 2006

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## 8:30 AM Concurrent Sessions C & D - A Toolbox for Vibrant Communities and Effective Partnerships

***Aboriginal Partnerships*** - Bill Walker, City of Grande Prairie, and Bernice Shadow of AR Consulting

Learn the steps to successfully include Aboriginal people in the workforce with speakers who have been involved in the Aboriginal Workforce Participation Initiative.

***Partnership Toolbox*** - Alla Hancharuk, Alberta Community Development  
Walk through the process of planning, securing and successfully implementing partnerships.

***Engaging People*** - Kelley Moore of the City of Saskatoon  
Learn how to engage community members to achieve results (2 hour session).

***Preparing you Community for Foreign Workers*** - Brad Trefan, Alberta Economic Development  
Hear how to prepare your community for foreign workers.

***Innovation Toolbox*** - Mary Robertson Lacroix, Innovative Rural Communities Project  
Experience a sample of innovation planning tools for rural vitality.

**11:00 AM** ***Monica Coneys*** will motivate delegates to think about how they can work towards building their own vibrant communities and effective partnerships. Delegates will be prepared to enter into the afternoon working group sessions.

**Lunch Luncheon Speaker**

**Rick Boychuk**, Editor of *Canadian Geographic* magazine, will speak about the importance of regions to Canada's economic well being and to its reputation as a careful steward of its environment.

**1:00 PM Working Group Sessions**

Delegates will help to identify northern development strategies by participating in two separate facilitated small group discussions, which will be followed by a report back to the plenary at the end of the afternoon.

Delegates will select from the following ten working group sessions based on priorities identified in the **Challenge North 2006 Pre-Conference Report**:

Transportation	Housing
Infrastructure	Environment
Human Resources	Health
Post-secondary Training	Education
Economic Development and Tourism	Protective Services and Social Issues

Delegates will be asked to discuss issues identified in a May 2005 survey of northern leaders and think of strategies to address each priority.

**7:00 PM Banquet and Entertainment**

Enjoy the antics of area performers, the Etch A Sketchers, and hear movie director Aaron James Sorensen's tale of partnerships. then bring out the popcorn and enjoy "*Hank Williams First Nation*," an award winning film made in the Peace Country.



Friday April 7, 2006

**8:30 AM What is Today's Promise and Tomorrow's Reality?**

A panel of five will reflect on the conference proceedings and working group discussions and provide their perspective on the theme.

**Question & Answer Session with Alberta Cabinet Ministers**

Cabinet ministers and MLA's have been invited to speak about northern priorities and strategies and to respond to questions.

**Lunch Wrap up and Close**

**Ray Danyluk**, Chair of the Northern Alberta Development Council, will review the highlights of the conference and give closing remarks.

**1:30 PM Conference Adjourns**



**Challenge North 2006 conference**  
**April 5 - 7, 2006, High Level**  
**On-Line Registration**  
*\*Required Field*

Name*		Title
Company or Organization		Address*
Town/City*	Province*	Postal Code*
Phone*	Fax	Email:

Special Dietary Needs:

**Conference fee – Please indicate**

- Mailed on or before March 18<sup>th</sup>, 2006:  
\$230.00 (\$215 + GST)
- Mailed after March 18<sup>th</sup>, 2006:  
\$267.50 (\$250 + GST)
- Students Registration Fee:  
\$80.25 (\$75 + GST)

**Payment Options – Please select one**

- Cheque is being mailed
- Please invoice
- Inter-unit transfer (Alberta Government employees)

**Travel**

- Please give Peace Air my name and phone number to confirm that I am a delegate of the Challenge North 2006 Conference and am eligible for the NADC conference flight subsidy. (Peace Air may contact you directly for flight arrangements).

**Storyboard**

- Please contact me about a storyboard idea.

**Release of information**

- I agree to have my name, title, organization and community included in the delegate list and conference report. An unchecked box means that we DO NOT have your permission.

## Concurrent Sessions

**Session A: Vibrant Communities**

**Session B: Effective Partnerships**

**April 5; 3:30-4:30pm**

Choose one of the following three presentations:

- From Opportunity to Vibrancy  
**Monica Coneys**
- Diversification Through Rural Tourism Development  
**Dr. Nicole L. Vaugeouis**
- Innovation - A Pathway to Rural Vitality  
**Mary Robertson Lacroix**

**April 5; 4:30-5:30pm**

Choose one of the following three presentations:

- Meeting Our Employment Needs  
**Barrie Robb and Brad Trefan**
- Working together to Achieve Common Goals  
**Susan Roper and Dr. Ian Urquhart**
- Getting the Word Out Together  
**Tam Andersen and Estelle Carson**

**Session C: A Toolbox for Vibrant Communities and Effective Partnerships**

**April 6; 8:30-9:30am**

Choose one of the following three presentations: If you choose "Engaging People" for session C, Do NOT mark a choice for Session D.

- Aboriginal Partnerships  
**Bill Walker**  
**Bernice Shadow**
- Partnership Toolbox  
**Alla' Hancharuk**
- Engaging People  
**Kelley Moore**

**Session D: A Toolbox....cont'd**

**April 6; 9:45-10:45am**

Choose one of the following two presentations if you DID NOT choose "Engaging People" in Session C.

- Preparing Your Community for Foreign Workers  
**Brad Trefan**
- Innovation Toolbox  
**Mary Robertson Lacroix**

**Working Group Sessions**

You will be able to attend two Working Group Sessions. Please rank your top three choices by placing a "1", "2", or "3" beside the session.

Transportation

Housing

Infrastructure

Environment

Human Resources

Health

Post Secondary Training

Education

Economic Development and Tourism

Protective Services and Social Issues

Submit Registration

## WHEN AND WHERE

We'll be coming to your area. Here are some dates and locations:

<b>Grande Prairie</b>	<b>March 1</b>
<i>Best Western Hotel &amp; Suites</i>	
<b>Fairview</b>	<b>March 2</b>
<i>Dunvegan Motor Inn</i>	
<b>St. Paul</b>	<b>March 7</b>
<i>St. Paul Rec Centre (Multi-purpose room)</i>	
<b>Barrhead</b>	<b>March 8</b>
<i>Barrhead Arena (Multi-purpose room)</i>	
<b>Red Deer</b>	<b>March 14</b>
<i>Holiday Inn 67 Street</i>	
<b>Slave Lake</b>	<b>March 21</b>
<i>Northwest Inn</i>	
<b>Fort Saskatchewan</b>	<b>March 30</b>
<i>Dow Centennial Centre (Lion's Mane)</i>	
<b>Lethbridge</b>	<b>April 10 &amp; 12</b>
<i>Ramada Hotel &amp; Suites</i>	
<b>Medicine Hat</b>	<b>April 11</b>
<i>Medicine Hat Lodge</i>	
<b>Airdrie</b>	<b>April 19</b>
<i>Ramada Inn &amp; Suites</i>	
<b>Hanna</b>	<b>April 20</b>
<i>Hanna Community Centre</i>	
<b>Pigeon Lake</b>	<b>April 25</b>
<i>Village Creek Inn</i>	
<b>Fort Saskatchewan</b>	<b>May 2</b>
<i>Dow Centennial Centre (Lion's Mane)</i>	

The workshops will run from **9:15 am** to **4:15 pm** (coffee breaks and a light luncheon provided).

## REGISTRATION

Registrations will be taken on a first come basis and all registrations and cancellations must be made no later than **three (3) working days prior to the workshop date.**

The maximum number of participants is 30 per workshop, so register early. We will be taking a waiting list. Depending on interest, additional sessions may be offered. Any location with less than 10 registrants will be cancelled.

## ONLINE REGISTRATION

Registration is available online at:

[www4.gov.ab.ca/ma/workshopregAEC](http://www4.gov.ab.ca/ma/workshopregAEC)

Or you can fax your registration to:

Alberta Municipal Affairs  
Attention: Faye Hindmarch  
Fax: (780) 420-1016

If you require assistance with registrations please contact **Faye Hindmarch at (780) 422-8426.**

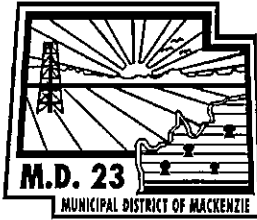
## CANCELLATION POLICY

We are pleased to offer this workshop to administration and council free of charge, however space is limited so please register only those who can commit to attend.

Also, please be sure to cancel any spots you won't be using so that they can be filled by those on the waiting list.



**ACTIONS TO  
EFFECTIVE  
COMMUNICATIONS  
WORKSHOP**



## M.D. of Mackenzie No. 23

### Request For Decision

Agenda Item # \_\_\_\_\_

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 8, 2006</b>
<b>Presented By:</b>	<b>Eva Schmidt, Planning Supervisor</b>
<b>Title:</b>	<b>Development Permit Statistics Report Year End Comparisons (2001 -2005) Residential Building Activity Comparisons (2001 – 2005) Subdivision Applications (2002 – 2005)</b>

#### **BACKGROUND / PROPOSAL:**

Following is the statistical comparisons from 2001-2003 (Year End).

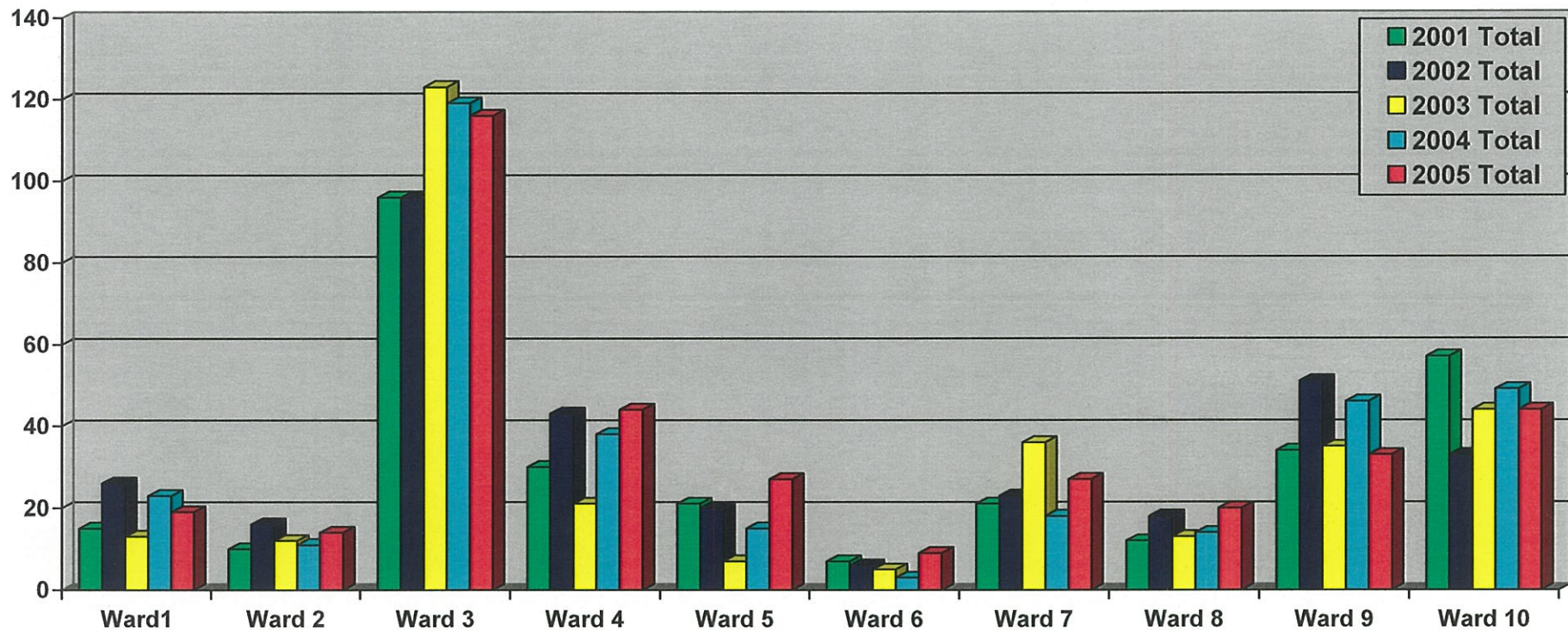
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Residential Building Activity Report January to September 2003 to 2004

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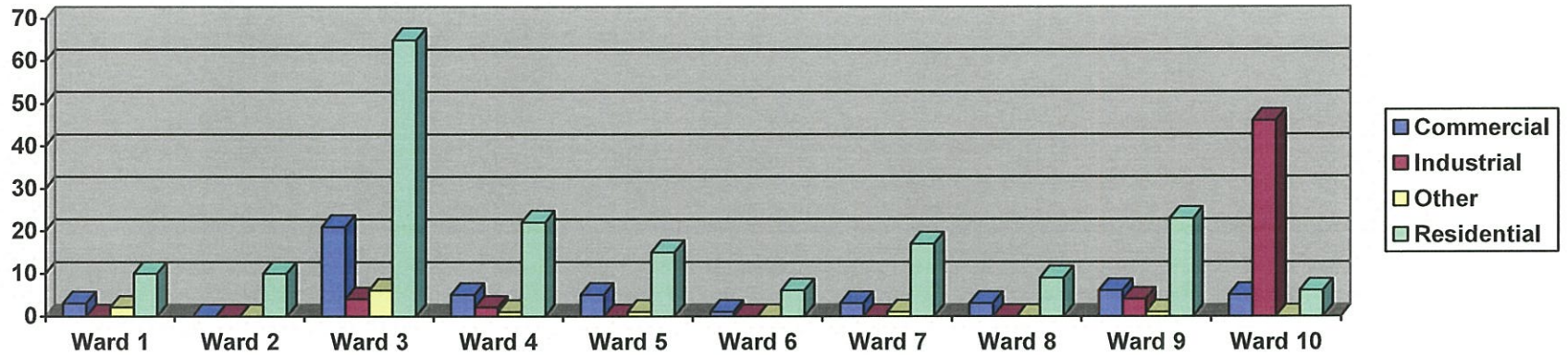
<b>Author:</b> Eva Schmidt, Planning Supervisor	<b>Review Date:</b>	<b>C.A.O.:</b>
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**Municipal District of Mackenzie No. 23  
 Development Summary Report  
 January – December, 2001 to 2005**

**2001-2005**



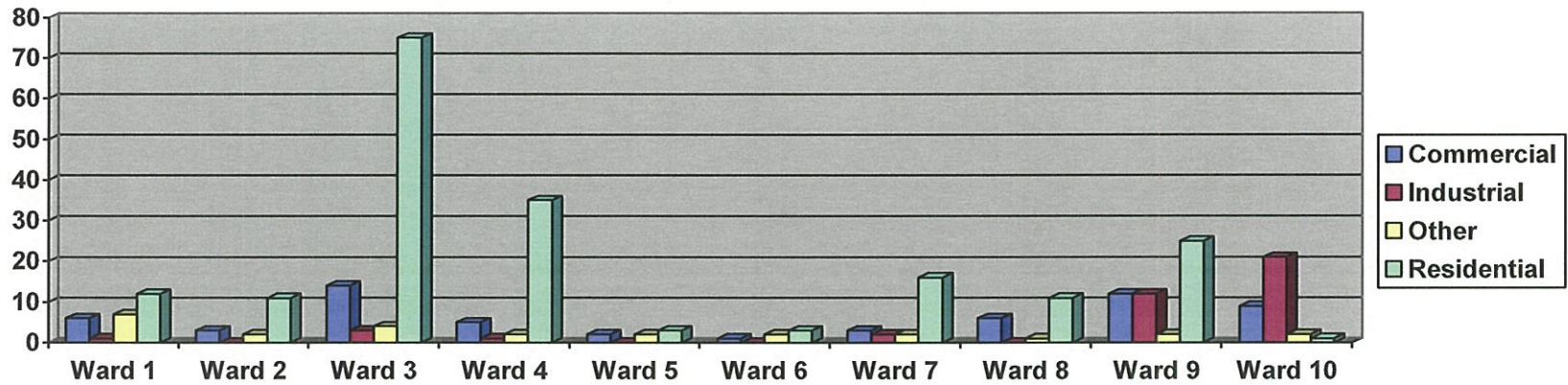
Development	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	Ward 6	Ward 7	Ward 8	Ward 9	Ward 10	Total
Commercial	3		21	5	5	1	3	3	6	5	52
Industrial			4	2					4	46	56
Other	2		6	1	1		1		1		12
Residential	10	10	65	22	15	6	17	9	23	6	168
<b>TOTALS</b>	<b>15</b>	<b>10</b>	<b>96</b>	<b>30</b>	<b>21</b>	<b>7</b>	<b>21</b>	<b>12</b>	<b>34</b>	<b>57</b>	<b>303</b>

Development	2000	Construction Cost
Commercial	52	\$2,194,450.00
Industrial	56	\$113,520,213.0
Other	12	\$8,438,500.00
Residential	168	\$8,607,923.91
<b>TOTALS</b>	<b>303</b>	<b>\$132,761,086.91</b>

Wards	Total Construction Cost
Ward 1	\$439,000.00
Ward 2	\$459,000.00
Ward 3	\$14,971,695.00
Ward 4	\$1,334,000.00
Ward 5	\$505,050.00
Ward 6	\$240,000.00
Ward 7	\$914,000.00
Ward 8	\$429,000.00
Ward 9	\$3,549,128.91
Ward 10	\$109,920,213.00
<b>TOTAL</b>	<b>\$132,761,086.91</b>

**Municipal District of Mackenzie No. 23  
Year to Date Development Summary  
January 01 to December 31, 2001**



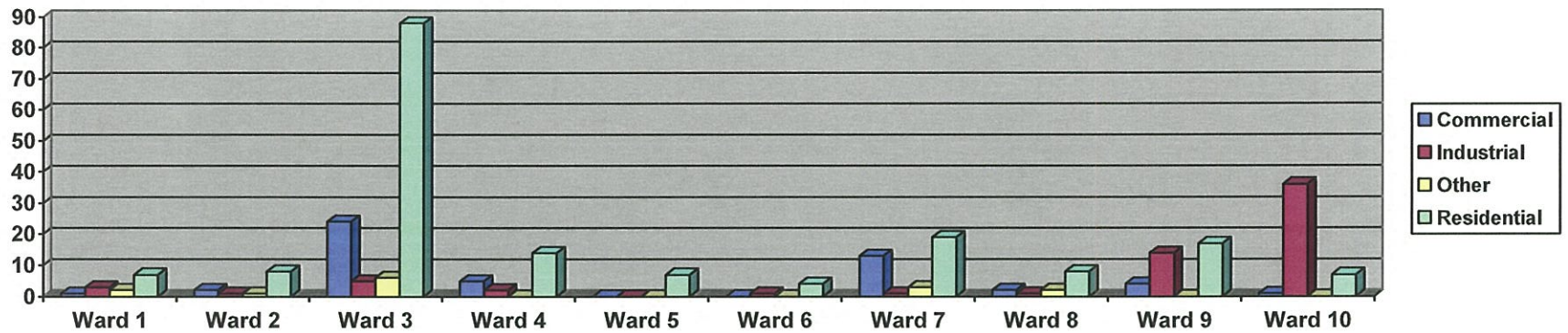


Development	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	Ward 6	Ward 7	Ward 8	Ward 9	Ward 10	Total
Commercial	6	3	14	5	2	1	3	6	12	9	61
Industrial	1	0	3	1	0	0	2	0	12	21	40
Other	7	2	4	2	2	2	2	1	2	2	26
Residential	12	11	75	35	16	3	16	11	25	1	205
<b>Total</b>	<b>26</b>	<b>16</b>	<b>96</b>	<b>43</b>	<b>20</b>	<b>6</b>	<b>23</b>	<b>18</b>	<b>51</b>	<b>33</b>	<b>332</b>

Development	Permits	Construction Cost
Commercial	61	\$325,300.00
Industrial	40	\$22,680,530.00
Other	26	\$1,307,000.00
Residential	205	\$11,390,346.00
<b>TOTALS</b>	<b>332</b>	<b>\$38,681,176.00</b>

**Municipal District of Mackenzie  
Development Summary  
January 1, 2002 to December 31, 2002**

Wards	Construction Cost
Ward 1	\$1,606,525.00
Ward 2	\$1,110,000.00
Ward 3	\$6,016,196.00
Ward 4	\$3,339,050.00
Ward 5	\$867,500.00
Ward 6	\$334,000.00
Ward 7	\$1,931,700.00
Ward 8	\$363,475.00
Ward 9	\$10,811,000.00
Ward 10	\$12,250,730.00
<b>TOTAL</b>	<b>\$38,681,176.00</b>



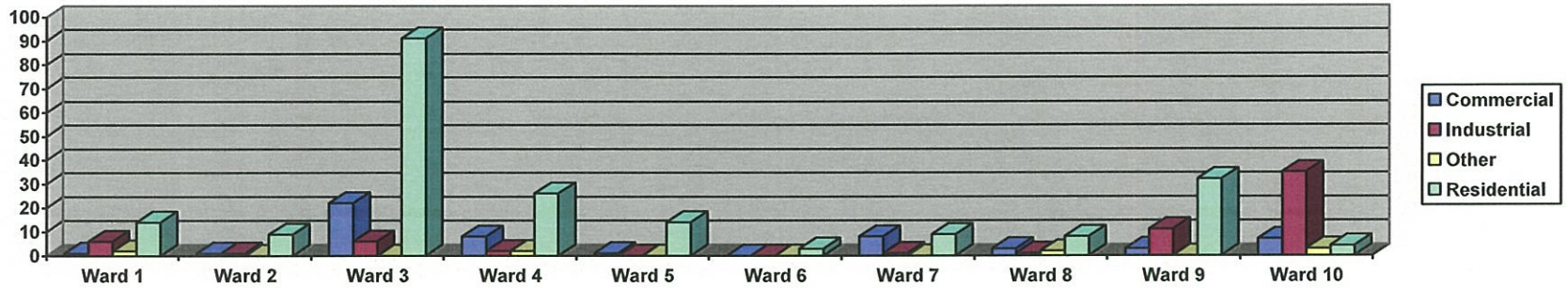
Development	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	Ward 6	Ward 7	Ward 8	Ward 9	Ward 10	Total
Commercial	1	2	24	5			13	2	4	1	52
Industrial	3	1	5	2		1	1	1	14	36	64
Other	2	1	6				3	2			14
Residential	7	8	88	14	7	4	19	8	17	7	179
<b>Total</b>	<b>13</b>	<b>12</b>	<b>123</b>	<b>21</b>	<b>7</b>	<b>5</b>	<b>36</b>	<b>13</b>	<b>35</b>	<b>44</b>	<b>309</b>

Development	Permits	Construction Cost
Commercial	52	\$4,024,650.00
Industrial	64	\$11,624,220.00
Other	14	\$527,525.00
Residential	179	\$12,978,995.00
<b>TOTALS</b>	<b>309</b>	<b>\$29,155,390.00</b>

Wards	Construction Cost
Ward 1	\$671,025.00
Ward 2	\$1,436,500.00
Ward 3	\$10,404,525.00
Ward 4	\$1,331,100.00
Ward 5	\$399,000.00
Ward 6	\$204,000.00
Ward 7	\$2,492,500.00
Ward 8	\$4,159,570.00
Ward 9	\$1,931,170.00
Ward 10	\$6,126,000.00
<b>TOTAL</b>	<b>\$29,155,390.00</b>

**Municipal District of Mackenzie No. 23  
Development Summary  
January 1, 2003 to December 31, 2003**



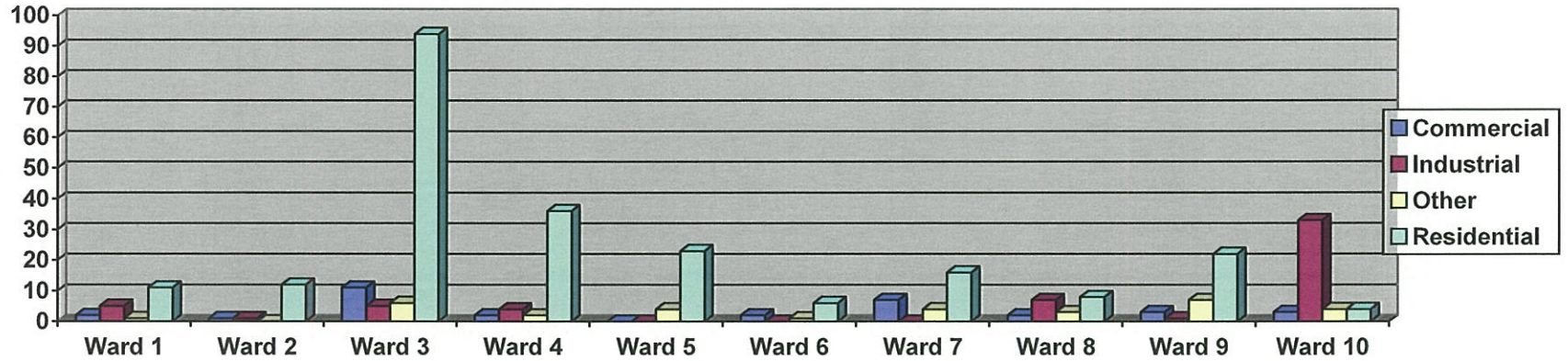


Development	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	Ward 6	Ward 7	Ward 8	Ward 9	Ward 10	Total
Commercial	1	1	22	8	1		8	3	3	7	54
Industrial	6	1	6	2	0		1	1	11	35	63
Other	2	0	0	2	0		0	2	0	3	9
Residential	14	9	91	26	14	3	9	8	32	4	210
<b>Total</b>	<b>23</b>	<b>11</b>	<b>119</b>	<b>38</b>	<b>15</b>	<b>3</b>	<b>18</b>	<b>14</b>	<b>46</b>	<b>49</b>	<b>336</b>

Development	Permits	Construction Cost
Commercial	54	\$2,748,442.00
Industrial	63	\$21,087,149.00
Other	9	\$7,069,200.00
Residential	210	\$13,864,112.68
<b>TOTALS</b>	<b>336</b>	<b>\$44,768,903.68</b>

**Municipal District of Mackenzie No. 23  
Development Summary  
January 1, 2004 to December 31, 2004**

Wards	Construction Cost
Ward 1	\$6,257,700.00
Ward 2	\$236,400.00
Ward 3	\$14,122,292.00
Ward 4	\$3,753,300.00
Ward 5	\$946,000.00
Ward 6	\$210,000.00
Ward 7	\$739,832.00
Ward 8	\$657,000.00
Ward 9	\$4,700,730.00
Ward 10	\$13,145,649.68
<b>TOTAL</b>	<b>\$44,768,903.68</b>



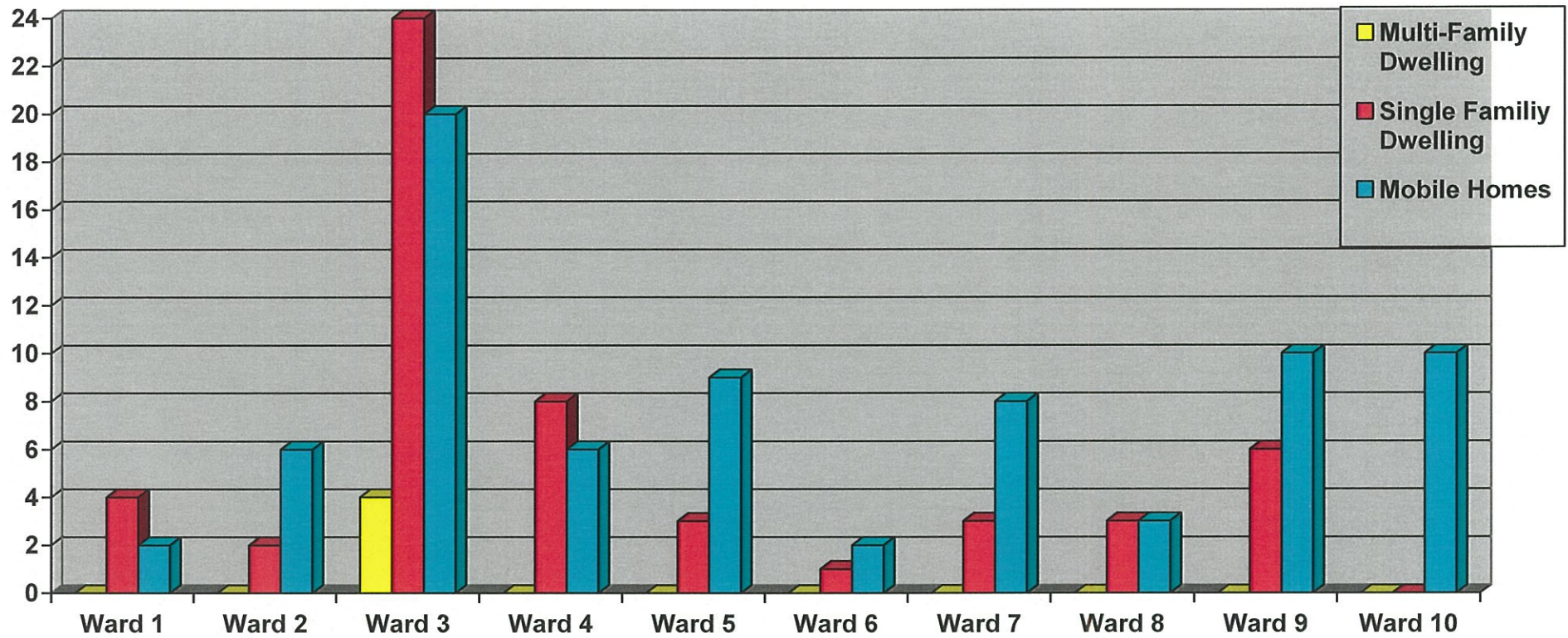
Development	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	Ward 6	Ward 7	Ward 8	Ward 9	Ward 10	Total
Commercial	2	1	11	2	0	2	7	2	3	3	33
Industrial	5	1	5	4	0	0	0	7	1	33	56
Other	1	0	6	2	4	1	4	3	7	4	32
Residential	11	12	94	36	23	6	16	8	22	4	232
<b>Total</b>	<b>19</b>	<b>14</b>	<b>116</b>	<b>44</b>	<b>27</b>	<b>9</b>	<b>27</b>	<b>20</b>	<b>33</b>	<b>44</b>	<b>353</b>

Development	Permits	Construction Cost
Commercial		\$3,727,000.00
Industrial		\$17,890,576.00
Other		\$4,893,105.88
Residential		\$14,998,830.60
<b>TOTALS</b>		<b>\$41,509,512.48</b>

**Municipal District of Mackenzie No. 23  
Development Summary  
January 1, 2005 to December 31, 2005**

Wards	Construction Cost
Ward 1	\$1,198,171.00
Ward 2	\$973,500.00
Ward 3	\$12,679,105.60
Ward 4	\$4,130,500.00
Ward 5	\$1,109,105.00
Ward 6	\$382,000.00
Ward 7	\$2,879,500.00
Ward 8	\$985,920.00
Ward 9	\$1,868,200.00
Ward 10	\$15,303,510.88
<b>TOTAL</b>	<b>\$41,509,512.48</b>





**Municipal District of Mackenzie No. 23  
Residential Building Activity Report  
January – December,**

**2001**

**Municipal District of Mackenzie No. 23  
Residential Building Activity Report  
January – December, 2001**

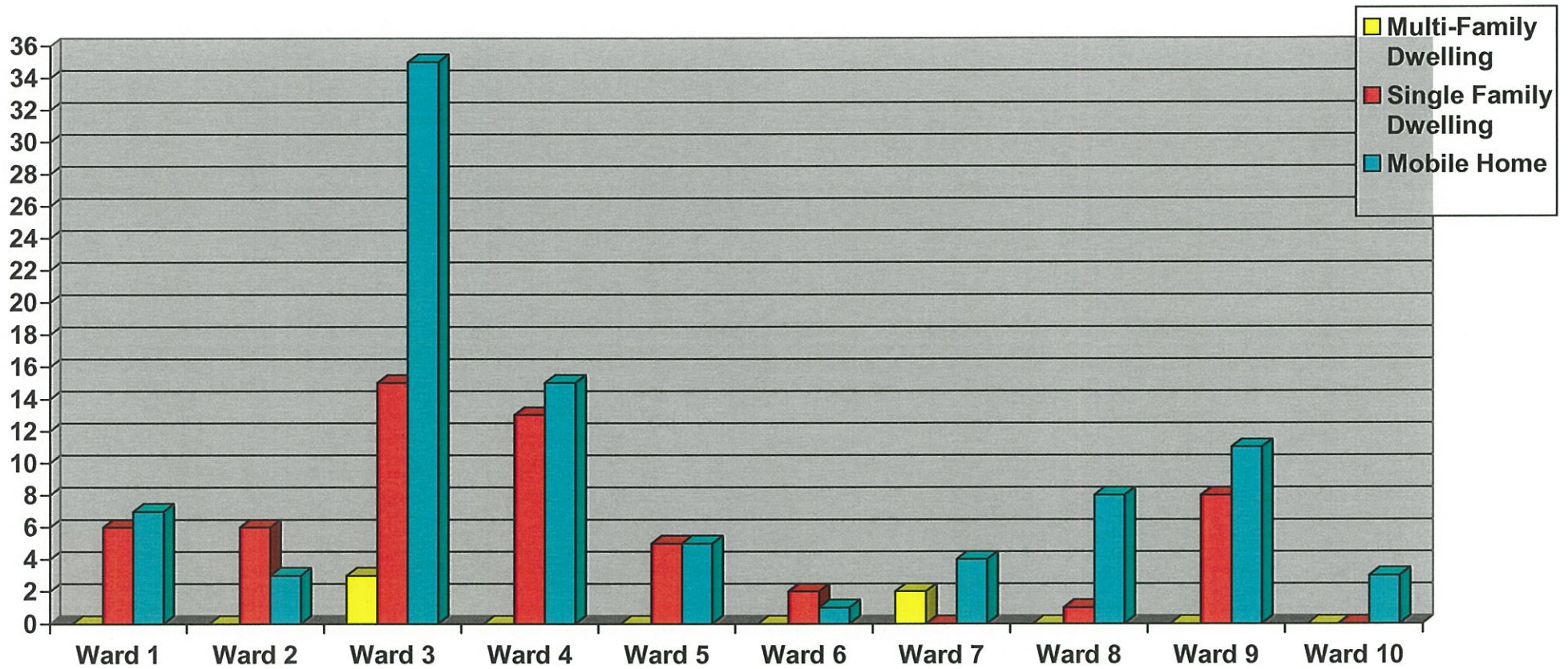
Development	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	Ward 6	Ward 7	Ward 8	Ward 9	Ward 10	Total
Multi-Family Dwelling			4								4
Single Family Dwelling	4	2	24	8	3	1	3	3	6		54
Mobile homes	2	6	20	6	9	2	8	3	10	10	76
<b>Total</b>	<b>6</b>	<b>8</b>	<b>48</b>	<b>14</b>	<b>12</b>	<b>3</b>	<b>11</b>	<b>6</b>	<b>16</b>	<b>10</b>	<b>134</b>

Wards	Permits	Multi-Family Dwelling Construction Cost
Ward 1		
Ward 2		
Ward 3	4	\$700,000.00
Ward 4		
Ward 5		
Ward 6		
Ward 7		
Ward 8		
Ward 9		
Ward 10		
<b>TOTAL</b>	<b>4</b>	<b>\$700,000.00</b>

Wards	Permits	Single Family Dwelling Construction Cost
Ward 1	4	\$260,000.00
Ward 2	2	\$260,000.00
Ward 3	24	\$2,259,000.00
Ward 4	8	\$627,000.00
Ward 5	3	\$200,000.00
Ward 6	1	\$75,000.00
Ward 7	3	\$255,000.00
Ward 8	3	\$248,000.00
Ward 9	6	\$534,000.00
Ward 10		\$0.00
<b>TOTAL</b>	<b>54</b>	<b>\$4,718,000.00</b>

Wards	Permits	Mobile Home Construction Cost
Ward 1	2	\$90,000.00
Ward 2	6	\$181,000.00
Ward 3	20	\$843,200.00
Ward 4	6	\$274,000.00
Ward 5	9	\$293,000.00
Ward 6	2	\$0.00
Ward 7	8	\$506,000.00
Ward 8	3	\$160,000.00
Ward 9	10	\$499,628.91
Ward 10	10	\$123,000.00
<b>TOTAL</b>	<b>76</b>	<b>\$2,969,828.91</b>

Wards	Permits	TOTAL Residential Building Activity
Ward 1	6	\$350,000.00
Ward 2	8	\$441,000.00
Ward 3	48	\$3,102,200.00
Ward 4	14	\$1,601,000.00
Ward 5	12	\$493,000.00
Ward 6	3	\$75,000.00
Ward 7	11	\$761,000.00
Ward 8	6	\$408,000.00
Ward 9	16	\$1,033,628.91
Ward 10	10	\$123,000.00
<b>TOTAL</b>	<b>134</b>	<b>\$8,387,828.91</b>



**Municipal District of Mackenzie No. 23  
Residential Building Activity Report  
January – December,**

**2002**

**Municipal District of Mackenzie No. 23  
Residential Building Activity Report  
January – December, 2002**

Development	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	Ward 6	Ward 7	Ward 8	Ward 9	Ward 10	Total
Multi-Family Dwelling			3				2				5
Single Family Dwelling	6	6	15	13	5	2		1	8		56
Mobile homes	7	3	35	15	5	1	4	8	11	3	92
<b>Total</b>	<b>13</b>	<b>9</b>	<b>53</b>	<b>28</b>	<b>10</b>	<b>3</b>	<b>6</b>	<b>9</b>	<b>19</b>	<b>3</b>	<b>153</b>

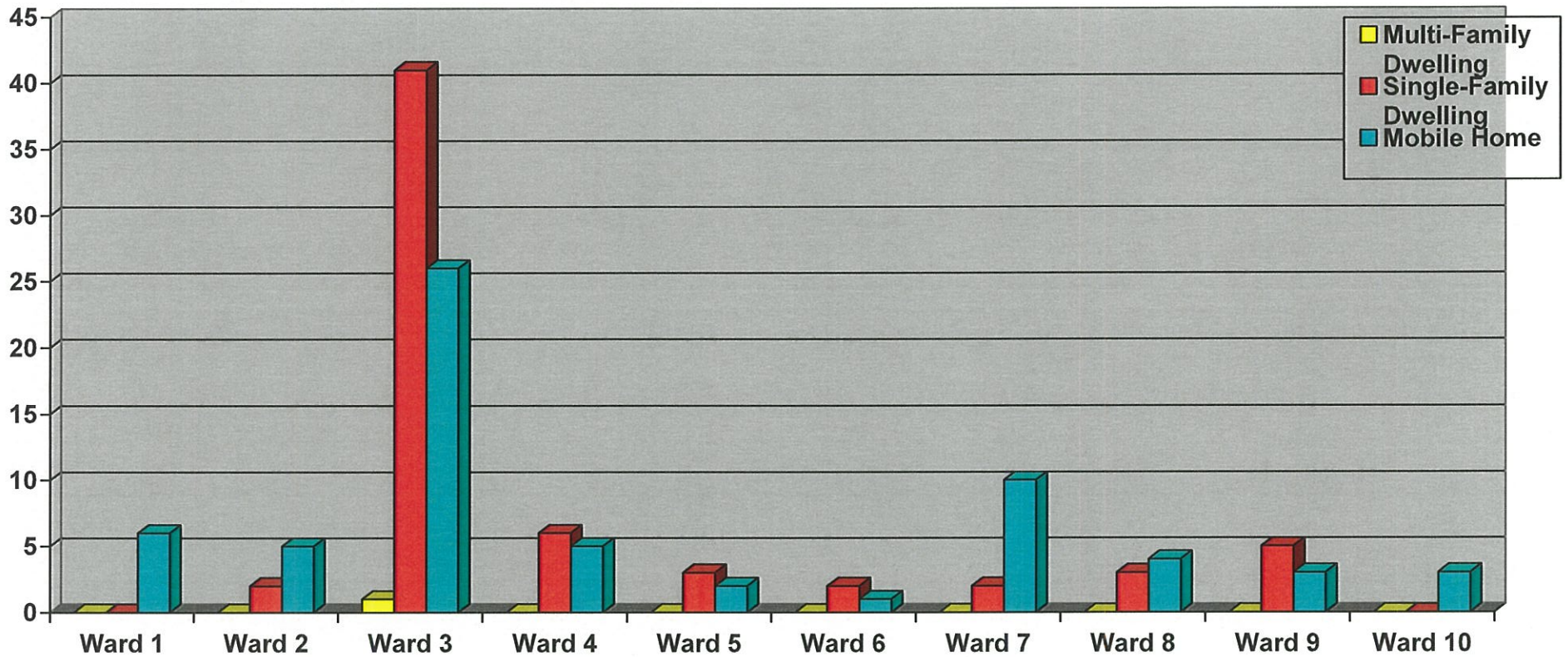
Wards	Permits	Multi-Family Dwelling Construction Cost
Ward 1		
Ward 2		
Ward 3	3	\$620,000.00
Ward 4		
Ward 5		
Ward 6		
Ward 7	2	\$520,000.00
Ward 8		
Ward 9		
Ward 10		
<b>TOTAL</b>	<b>5</b>	<b>\$1,140,000.00</b>

Wards	Permits	Single Family Dwelling Construction Cost
Ward 1	6	\$435,025.00
Ward 2	6	\$768,000.00
Ward 3	15	\$1,587,271.00
Ward 4	13	\$1,265,000.00
Ward 5	5	\$620,000.00
Ward 6	2	\$145,000.00
Ward 7		\$0.00
Ward 8	1	\$85,000.00
Ward 9	8	\$1,224,000.00
Ward 10		\$0.00
<b>TOTAL</b>	<b>56</b>	<b>\$6,129,296.00</b>

Wards	Permits	Mobile Home Construction Cost
Ward 1	7	\$124,000.00
Ward 2	3	\$227,000.00
Ward 3	35	\$918,050.00
Ward 4	15	\$433,000.00
Ward 5	5	\$74,000.00
Ward 6	1	\$74,000.00
Ward 7	4	\$125,200.00
Ward 8	8	\$160,475.00
Ward 9	11	\$318,000.00
Ward 10	3	\$126,000.00
<b>TOTAL</b>	<b>92</b>	<b>\$2,579,725.00</b>

Wards	Permits	TOTAL Residential Building Activity
Ward 1	13	\$559,025.00
Ward 2	9	\$995,000.00
Ward 3	53	\$3,125,321.00
Ward 4	28	\$1,698,000.00
Ward 5	10	\$694,000.00
Ward 6	3	\$219,000.00
Ward 7	6	\$645,200.00
Ward 8	9	\$245,475.00
Ward 9	19	\$1,542,000.00
Ward 10	3	\$126,000.00
<b>TOTAL</b>	<b>153</b>	<b>\$9,849,021.00</b>





**Municipal District of Mackenzie No. 23  
Residential Building Activity Report  
January – December,**

**2003**

**Municipal District of Mackenzie No. 23  
Residential Building Activity Report  
January – December, 2003**

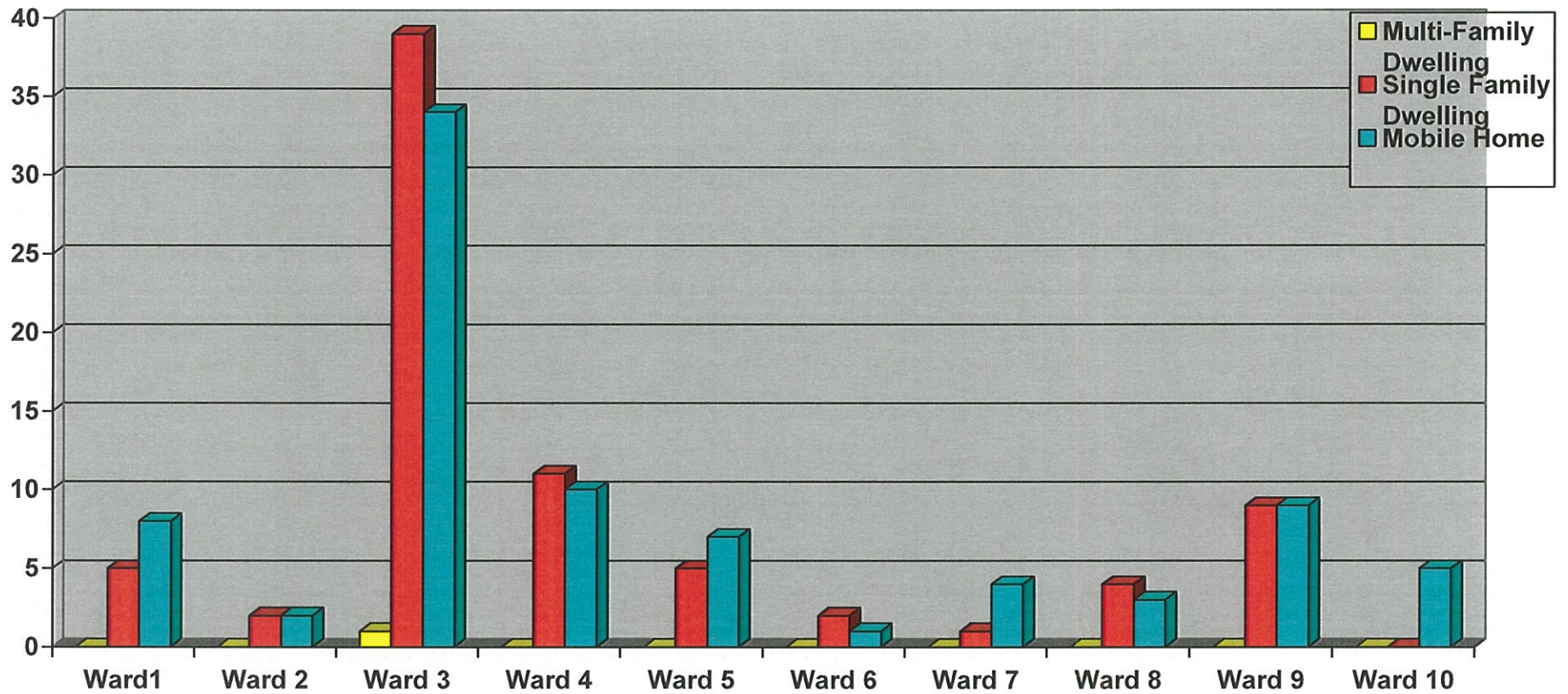
Development	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	Ward 6	Ward 7	Ward 8	Ward 9	Ward 10	Total
Multi-Family Dwelling			1								1
Single Family Dwelling	0	2	41	6	3	2	2	3	5	0	64
Mobile homes	6	5	26	5	2	1	10	4	3	3	65
<b>Total</b>	<b>6</b>	<b>7</b>	<b>68</b>	<b>11</b>	<b>5</b>	<b>3</b>	<b>12</b>	<b>7</b>	<b>8</b>	<b>3</b>	<b>130</b>

Wards	Permits	Multi-Family Dwelling Construction Cost
Ward 1		
Ward 2		
Ward 3	1	\$50,000.00
Ward 4		
Ward 5		
Ward 6		
Ward 7		
Ward 8		
Ward 9		
Ward 10		
<b>TOTAL</b>	<b>1</b>	<b>\$50,000.00</b>

Wards	Permits	Single Family Dwelling Construction Cost
Ward 1	0	\$0.00
Ward 2	2	\$1,155,000.00
Ward 3	41	\$5,164,000.00
Ward 4	6	\$715,000.00
Ward 5	3	\$265,000.00
Ward 6	2	\$80,000.00
Ward 7	2	\$288,000.00
Ward 8	3	\$300,000.00
Ward 9	5	\$209,000.00
Ward 10		\$0.00
<b>TOTAL</b>	<b>56</b>	<b>\$8,176,000.00</b>

Wards	Permits	Mobile Home Construction Cost
Ward 1	6	\$300,000.00
Ward 2	5	\$201,500.00
Ward 3	26	\$1,031,825.00
Ward 4	5	\$219,000.00
Ward 5	2	\$95,000.00
Ward 6	1	\$82,000.00
Ward 7	10	\$1,532,000.00
Ward 8	4	\$207,500.00
Ward 9	3	\$100,000.00
Ward 10	3	\$35,000.00
<b>TOTAL</b>	<b>92</b>	<b>\$3,803,825.00</b>

Wards	Permits	TOTAL Residential Building Activity
Ward 1	6	\$300,000.00
Ward 2	7	\$1,356,500.00
Ward 3	68	\$6,245,825.00
Ward 4	11	\$934,000.00
Ward 5	5	\$360,000.00
Ward 6	3	\$162,000.00
Ward 7	12	\$1,820,000.00
Ward 8	7	\$507,500.00
Ward 9	8	\$309,000.00
Ward 10	3	\$35,000.00
<b>TOTAL</b>	<b>130</b>	<b>\$12,029,825.00</b>



**Municipal District of Mackenzie No. 23  
Residential Building Activity Report  
January – December, 2004**

**2004**

**Municipal District of Mackenzie No. 23  
Residential Building Activity Report  
January – December, 2004**

Development	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	Ward 6	Ward 7	Ward 8	Ward 9	Ward 10	Total
Multi-Family Dwelling			1								1
Single Family Dwelling	5	2	39	11	5	2	1	4	9	0	78
Mobile homes	8	2	34	10	7	1	4	3	9	5	83
<b>Total</b>	<b>13</b>	<b>4</b>	<b>73</b>	<b>21</b>	<b>12</b>	<b>3</b>	<b>5</b>	<b>7</b>	<b>18</b>	<b>5</b>	<b>162</b>

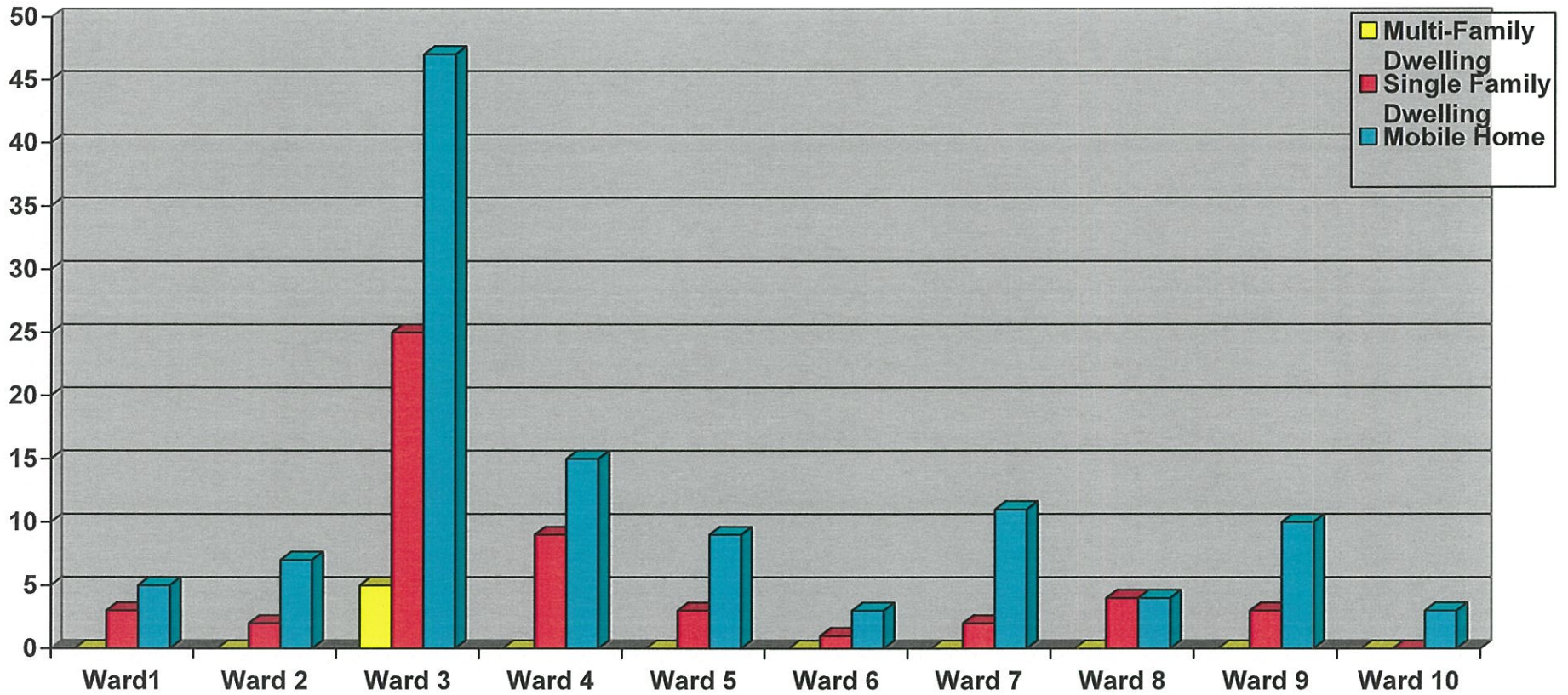
Wards	Permits	Multi-Family Dwelling Construction Cost
Ward 1		
Ward 2		
Ward 3	1	\$40,000.00
Ward 4		
Ward 5		
Ward 6		
Ward 7		
Ward 8		
Ward 9		
Ward 10		
<b>TOTAL</b>	<b>1</b>	<b>\$40,000.00</b>

Wards	Permits	Single Family Dwelling Construction Cost
Ward 1	5	\$330,000.00
Ward 2	2	\$140,000.00
Ward 3	39	\$4,820,500.00
Ward 4	11	\$1,531,300.00
Ward 5	5	\$770,000.00
Ward 6	2	\$190,000.00
Ward 7	1	\$160,000.00
Ward 8	4	\$215,000.00
Ward 9	9	\$1,195,730.68
Ward 10	0	\$0.00
<b>TOTAL</b>	<b>78</b>	<b>\$9,352,530.68</b>

Wards	Permits	Mobile Home Construction Cost
Ward 1	8	\$201,500.00
Ward 2	2	\$14,000.00
Ward 3	34	\$1,534,300.00
Ward 4	10	\$323,000.00
Ward 5	7	\$158,000.00
Ward 6	1	\$20,000.00
Ward 7	4	\$271,832.00
Ward 8	3	\$240,000.00
Ward 9	9	\$467,500.00
Ward 10	5	\$312,500.00
<b>TOTAL</b>	<b>83</b>	<b>\$3,542,632.00</b>

Wards	Permits	TOTAL Residential Building Activity
Ward 1	13	\$531,500.00
Ward 2	4	\$154,000.00
Ward 3	74	\$6,394,800.00
Ward 4	21	\$1,854,300.00
Ward 5	12	\$928,000.00
Ward 6	3	\$210,000.00
Ward 7	5	\$431,832.00
Ward 8	7	\$455,000.00
Ward 9	18	\$1,663,230.68
Ward 10	5	\$312,500.00
<b>TOTAL</b>	<b>162</b>	<b>\$12,935,162.68</b>





**Municipal District of Mackenzie No. 23  
Residential Building Activity Report  
January – December, 2005**

**2005**

**Municipal District of Mackenzie No. 23  
Residential Building Activity Report  
January – December, 2005**

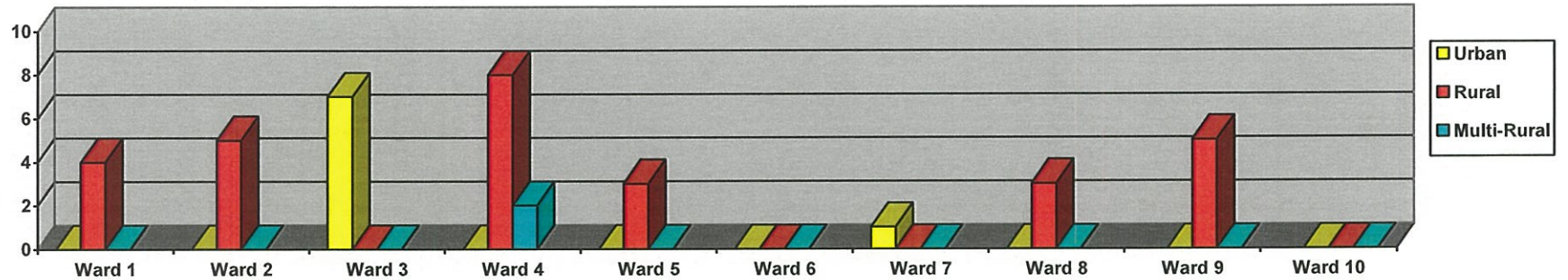
Development	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	Ward 6	Ward 7	Ward 8	Ward 9	Ward 10	Total
Multi-Family Dwelling			5								5
Single Family Dwelling	3	2	25	9	3	1	2	4	3	0	52
Mobile homes	5	7	47	15	9	3	11	4	10	3	114
<b>Total</b>	<b>8</b>	<b>9</b>	<b>77</b>	<b>24</b>	<b>10</b>	<b>4</b>	<b>13</b>	<b>8</b>	<b>13</b>	<b>3</b>	<b>169</b>

Wards	Permits	Multi-Family Dwelling Construction Cost
Ward 1		
Ward 2		
Ward 3	5	\$1,371,940.00
Ward 4		
Ward 5		
Ward 6		
Ward 7		
Ward 8		
Ward 9		
Ward 10		
<b>TOTAL</b>	<b>5</b>	<b>\$1,371,940.00</b>

Wards	Permits	Single Family Dwelling Construction Cost
Ward 1	3	\$435,000.00
Ward 2	2	\$258,000.00
Ward 3	25	\$3,280,000.00
Ward 4	9	\$1,103,000.00
Ward 5	3	\$224,000.00
Ward 6	1	\$160,000.00
Ward 7	2	\$130,000.00
Ward 8	4	\$417,920.00
Ward 9	3	\$620,000.00
Ward 10	0	\$0.00
<b>TOTAL</b>	<b>51</b>	<b>\$7,999,860.00</b>

Wards	Permits	Mobile Home Construction Cost
Ward 1	5	\$183,000.00
Ward 2	7	\$435,500.00
Ward 3	47	\$2,271,665.60
Ward 4	15	\$1,083,500.00
Ward 5	9	\$430,080.00
Ward 6	3	\$193,000.00
Ward 7	11	\$421,000.00
Ward 8	4	\$290,000.00
Ward 9	10	\$373,000.00
Ward 10	3	\$330,000.00
<b>TOTAL</b>	<b>114</b>	<b>\$6,010,745.60</b>

Wards	Permits	TOTAL Residential Building Activity
Ward 1	8	\$618,000.00
Ward 2	9	\$693,500.00
Ward 3	77	\$6,923,605.60
Ward 4	24	\$2,186,500.00
Ward 5	12	\$654,080.00
Ward 6	4	\$353,000.00
Ward 7	13	\$551,000.00
Ward 8	8	\$707,920.00
Ward 9	13	\$993,000.00
Ward 10	3	\$330,000.00
<b>TOTAL</b>	<b>162</b>	<b>\$14,010,605.60</b>



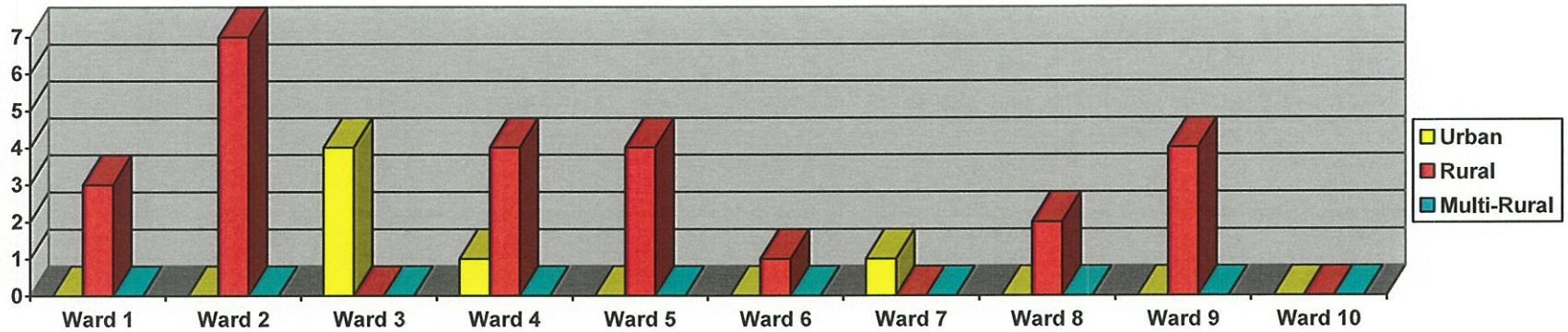
Subdivision	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	Ward 6	Ward 7	Ward 8	Ward 9	Ward 10	Total
Urban	0	0	7	0	0	0	1	0	0	0	8
Rural	4	5	0	8	3	0	0	3	5	0	28
Rural Multi	0	0	0	2	0	0	0	0	0	0	2
<b>Total</b>	<b>4</b>	<b>5</b>	<b>7</b>	<b>10</b>	<b>3</b>	<b>0</b>	<b>1</b>	<b>3</b>	<b>5</b>	<b>0</b>	<b>38</b>

Wards	Rural in Acres	Multi Rural in Acres	Urban in Acres
Ward 1	54.41	0	0
Ward 2	50.33	0	0
Ward 3	0	0	25.45
Ward 4	58.98	170.5	0
Ward 5	31.03	0	0
Ward 6	0	0	0
Ward 7	0	0	0
Ward 8	37.9	0	0
Ward 9	56.08	0	0
Ward 10	0	0	0
<b>TOTAL</b>	<b>288.73</b>	<b>170.5</b>	<b>25.45</b>

**Municipal District of Mackenzie No. 23  
Subdivision Application Summary  
January 1 to December 31,  
2002**

Total amount of area subdivided January till December, 2002 – 484.68 acres





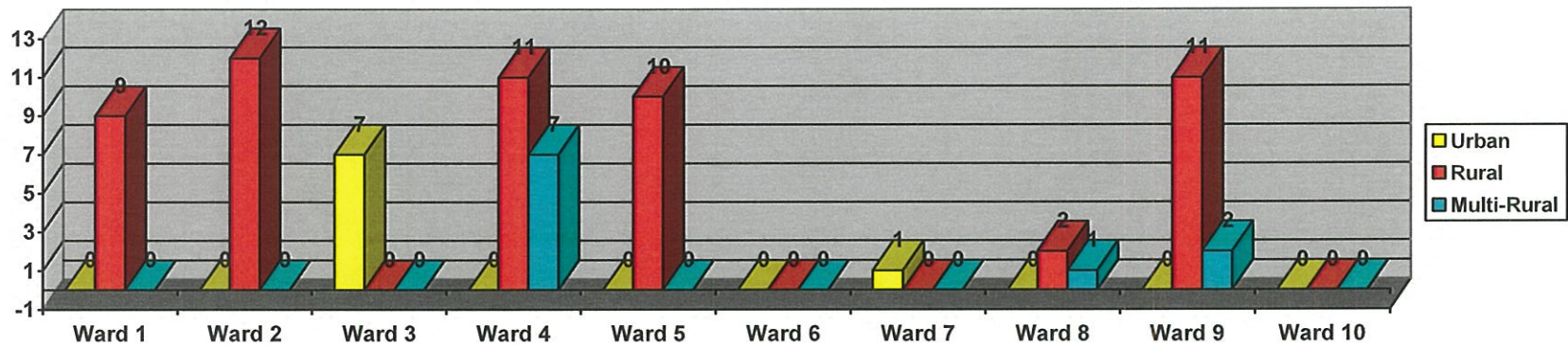
Subdivision	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	Ward 6	Ward 7	Ward 8	Ward 9	Ward 10	Total
Urban	0	0	4	1	0	0	1	0	0	0	6
Rural	3	7	0	4	4	1	0	2	4	0	25
Rural Multi	0	0	0	0	0	0	0	0	0	0	0
<b>Total</b>	<b>3</b>	<b>7</b>	<b>4</b>	<b>5</b>	<b>4</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>4</b>	<b>0</b>	<b>31</b>

Wards	Rural in Acres	Multi Rural in Acres	Urban in Acres
Ward 1	25	0	0
Ward 2	50.33	0	0
Ward 3	0	0	37.65
Ward 4	32.02	0	11.94
Ward 5	39.03	0	0
Ward 6	10.34	0	0
Ward 7	0	0	BA
Ward 8	20.03	0	0
Ward 9	34.13	0	0
Ward 10	0	0	0
<b>TOTAL</b>	<b>210.88</b>	<b>0</b>	<b>49.59</b>

**Municipal District of Mackenzie No. 23  
Subdivision Application Summary  
January 1 to December 31,  
2003**

Total amount of area subdivided January to September 1, 2003 – 260.47 acres



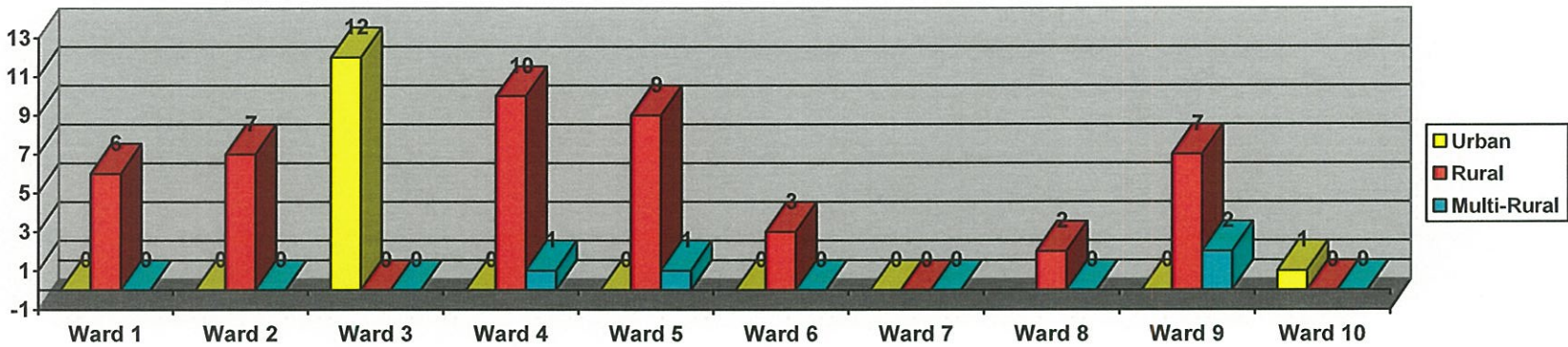


Subdivision	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	Ward 6	Ward 7	Ward 8	Ward 9	Ward 10	Total
Urban	0	0	7	0	0	0	1	0	0	0	8
Rural	9	12	0	11	10	0	0	2	11	0	55
Rural Multi	0	0	0	7	0	0	0	1	2	0	10
<b>Total</b>	<b>9</b>	<b>12</b>	<b>7</b>	<b>18</b>	<b>10</b>	<b>0</b>	<b>1</b>	<b>3</b>	<b>13</b>	<b>0</b>	<b>73</b>

Wards	Rural in Acres	Multi Rural in Acres	Urban in Acres
Ward 1	70.97	0	0
Ward 2	252.20	0	0
Ward 3	0	0	67.1
Ward 4	107.93	272.21	0
Ward 5	105.21	0	0
Ward 6	0	0	0
Ward 7	0	0	5.5
Ward 8	20	22.66	0
Ward 9	178.40	93.23	0
Ward 10	0	0	0
<b>TOTAL</b>	<b>734.71</b>	<b>388.10</b>	<b>72.6</b>

**Municipal District of Mackenzie No. 23**  
**Subdivision Application Summary**  
**January 1 to December 31,**  
**2004**

**Total amount of area subdivided January to December, 2004 – 1,195.41 acres**



Subdivision	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	Ward 6	Ward 7	Ward 8	Ward 9	Ward 10	Total
Urban	0	0	12	0	0	0	0	0	0	1	13
Rural	6	7		10	9	3	0	2	7	0	44
Rural Multi	0	0	0	1	1	0	0	0	2	0	4
<b>Total</b>	<b>6</b>	<b>7</b>	<b>12</b>	<b>11</b>	<b>10</b>	<b>3</b>	<b>0</b>	<b>2</b>	<b>9</b>	<b>1</b>	<b>61</b>

Wards	Rural in Acres	Multi Rural in Acres	Urban in Acres
Ward 1	71.45	0	0
Ward 2	60.86	0	0
Ward 3	0	0	65.16
Ward 4	72.77	53.77	0
Ward 5	68.55	40	0
Ward 6	35	0	0
Ward 7		0	0
Ward 8	32	0	0
Ward 9	103.40	42.81	0
Ward 10	0	0	5.15
<b>TOTAL</b>	<b>444.03</b>	<b>136.58</b>	<b>70.31</b>

**Municipal District of Mackenzie No. 23**  
**Subdivision Application Summary**  
**January 1 to December 31,**  
**2005**

**Total amount of area subdivided January to December, 2005 – 650.92 acres**

Subdivision Application Report January to December 2002 to 2004

- 2002 Subdivisions                      38 Files - 484.68 Acres Total
- 2003 Subdivisions                      31 Files - 260.47 Acres Total
- 2004 Subdivisions                      73 Files - 1,195.41 Acres Total
- 2005 Subdivisions                      61 Files - 650.92 Acres Total

*(see attached breakdown)*

**DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:**

Not applicable

**COSTS / SOURCE OF FUNDING:**

Not applicable

**RECOMMENDED ACTION (by originator):**

For Information

<b>Author:</b> Eva Schmidt, Planning Supervisor	<b>Review Date:</b>	<b>C.A.O.:</b>
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**M.D. of Mackenzie  
Action List  
As of February 8, 2006**

***Council Meeting Motions Requiring Action***

<b>Motion Date &amp; Name</b>	<b>Action Required</b>	<b>Status</b>
03-128 Feb 25 Paul	That Municipal District of Mackenzie enter into an agreement with the Dene Tha First Nation to maintain the existing road adjacent to the west boundary of sections 30 and 31-109-18-W5M for the unrestricted use of it.	Jan. 26 meeting with Dene Tha and INAC. Letter to go to Minister via Frank Oberle regarding new role of MD in transfer of property.
05-020 Jan 11 Paul	That motion 03-555 be rescinded, and the Municipal District of Mackenzie enter into agreement with the Mackenzie Housing Management Board for the use of the handicapped van; with Mackenzie Housing Management Board being responsible for all costs associated with the use of the handicapped van.	Agreement is ready and a meeting is requested.
05-167 March 22 Paul	That the MD of Mackenzie enter into a mutual aid agreement with the Town of High Level and the Town of Rainbow Lake and the 2005 Budget be amended to include the \$3000.00 towards the operations of the Regional Hazardous Materials Unit with funding coming from general operating reserves.	Town of High Level adopted agreement, waiting for Rainbow Lake.
05-358 June 30 Paul	That Minister Cardinal's office be contacted in regard to lake front lots.	In process of scheduling meetings with SRD. This was on hold until MD Waterfront Cottage Development Task Force has had meeting/s.
05-387 July 27 Paul	That a bylaw be prepared to address the minimum maintenance standards required privately owned property to be maintained.	In progress – Jason working with Paul on this and it should be ready for spring 06.
05-423 Aug 31 Paul	That the Municipal District of Mackenzie apply for a Commission in conjunction with the Town of Rainbow Lake for the provision of Regional Safety Services.	Rainbow Lake has been notified of Safety Codes Services contract.
05-447 Sept 13 Eva	That the closed 100 A Street properties in La Crete be sold for one dollar (\$1.00) to adjacent landowners directly east of the closed road; subject to meeting all required conditions of the Municipal Government Act, and utility right of ways be put in place for	In progress – Eva is looking into Land Titles and letters will be going out to owners of the adjacent properties.

	municipal works.	
05-294 May 25 Paul	That a bylaw be drafted to address the bullying in communities.	In progress. Presentations in schools including Blumenort - Paul attending on Jan. 31 and reviewing other bullying bylaws.
Sept 28 Paul	Councillor Thompson expressed concern over emergency services communications during times when phone service was down. Paul Driedger is providing two way radios to emergency personnel, and for providing residents with all of the local emergency numbers for each community.	Paul working actively to find solutions. Protective Services agenda.  Information to go to the public on local emergency numbers when 911 is inaccessible.
Brenda	Meeting with Assumption:	Meetings in January and Open House Feb. 23 are set up.
05-683 Dec. 13 Brenda	That the MD contacts the Minister of Municipal Affairs and Indian Affairs and copy the letter to Transportation, in order to mediate an agreement regarding the Assumption Bypass	Provided letter with info to Minister - reply Jan. 25 from Minister indicates mediation not necessary at this time.
05-688 Brenda	That the MD contacts the Minister to address the concerns about flooding on Hwy 697	In progress
05-689 Dec. 13 Ray/Eva	Review the IDP	On hold until the mediation with High Level is complete.
Dec. 13 Paul	Administration will write to the RHA for clarification about inter-facility transfers for the region.	In progress
Dec. 13 Ray	Honorarium review	Review material is prepared - contact public members and councillors to set up meetings for review and prepare report.

Jan. 10 06-19 Christine	That a meeting with the Minister be arranged, in cooperation with other local organizations, to request that the Caribou Mountain Wilderness Park designation be changed.	Letter sent to MLA Frank Oberle.
06-30 Jan 10 On hold	That a response be sent to Northern Lights Health Authority as discussed regarding the Medical Clinic.	Reeve and CAO to review this; a stakeholders meeting is to be set up.
06-31 Jan. 10 CMW	A letter be sent to notify Medical Clinic Stakeholders committee of appointment of Councillor Watson and Councillor Neudorf (replaces Reeve).	Letter emailed to Reeve for approval.
06-34 Jan. 25 Youlia	Council requested further information about pellet heat, and tabled the La Crete Agricultural Society Operating Grant Agreement until administration offers recommendation	Letter sent to request detailed analysis of pellet heat/costs/controls.

**Dene Tha Council Meeting**  
**January 23, 2006**  
**2:00 p.m.**  
**Four Chief's Complex – Bushe River**  
**Meeting Highlights**

Councillors Present: Reeve Bill Neufeld  
Deputy Reeve Walter Sarapuk  
John Driedger  
Willy Neudorf  
Peter Braun  
Ed Froese  
Greg Newman  
Jim Thompson

Also Present: Ray Coad, CAO  
Brenda Wiebe, Roads Supervisor

- The Dene Tha commented that the M.D. had met with them approximately 6 months ago but they had not heard anything since then. They stated that the M.D. had wasted a lot of construction time by not proceeding with the open houses.
- M.D. distributed maps of the proposed construction and briefly explained the scope of the project.
- Scheduled an open house; February 23, 2006 was mutually agreed upon. Sustainable Resource Development and EXH Engineering Services will be asked to attend. This open house will be advertised on their local radio station (Councillor Thomas is the contact) and posters will be hung around the hamlet.
- The M.D. stated that Alberta Infrastructure and Transportation have requested to know if the project is proceeding by March 31, 2006.
- The Dene Tha indicated that it is crucial that M.D. administration provide technical details to their land department, specifically Ken Rich.
- The Dene Tha reiterated that they require “meaningful consultation” with their community.
- The M.D. said that the clearing and construction for the project would be tendered out and contractors from the Dene Tha are welcome to bid.

Dene Tha Council Meeting  
January 23, 2006  
Assumption Bypass Project

- The M.D. stated that the primary reason for constructing this bypass is for public safety.
- The Dene Tha suggested that there be a few open houses because not everyone will be in attendance at the one on February 23.
- After the open house, other consultation with the community members, and detailed discussion with the land department, the Dene Tha Council will review the project again.



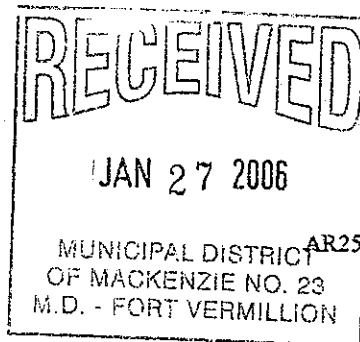
**Meeting between Administrations  
January 23, 2006**

Present: Ken Rich, Operations Manager, Dene Tha  
Ray Coad, CAO, M.D. of Mackenzie  
Brenda Wiebe, Roads Supervisor, M.D. of Mackenzie

- Decided that administration will meet with the 6 trappers of the area and the Elders of the community on February 1, 2006. Lunch will be at noon with a meeting to follow at 1:00 p.m. at the arena. Some items of discussion will be wildlife impact and environmental assessment. They will also provide traditional knowledge of the land.
- Mr. Rich asked if any wildlife impact assessment studies, environmental assessments or traditional knowledge studies had been completed. M.D. responded that an application had been made to Sustainable Resource Development (SRD) and normally they should be considering this prior to issuing approval.
- Mr. Rich stated that the Dene Tha have a lot of trouble with SRD because they approve projects without going on-site or doing any investigation.
- Mr. Rich asked if the original or current road would be reclaimed. Detailed information on this will be available at the open house and at the meeting with the trappers and Elders.
- Mr. Rich stated that they would be asking for pavement from Highway 58 to 1 km past the intersection leading to Chateh. M.D. replied that we could ask Alberta Transportation to fund this.
- Mr. Rich also stated that they will be expecting to receive some of the clearing or construction contracts. He felt that their proposal for clearing was very reasonable and was not sure why they were not awarded the work.



ALBERTA  
MINISTER OF INFRASTRUCTURE  
AND TRANSPORTATION



January 19, 2006

Chief Floyd Noskiye  
Little Red River Cree Nation  
PO Box 30  
John D'or Prairie, Alberta  
T0H 3X0

Dear Chief Noskiye:

Thank you for your letter regarding the future maintenance of the Garden River Road.

I advise that the estimated cost to construct the proposed road has escalated sharply in the past year. The estimated cost of the road from the end of the existing Highway 58 to Wood Buffalo National Park is now in the order of \$26,000,000. I am pleased to reconfirm my commitment to pay 75% of this cost, subject to Indian and Northern Affairs Canada covering the remainder.

I also reconfirm my offer to designate the above part of the road as Highway 58, subject to the Little Red River Cree Nation agreeing to be responsible for the total cost of the operation and maintenance of the highway for a period of 25 years. I understand that the Municipal District of Mackenzie has offered to pay a portion of the costs for the operation and maintenance.

If this is acceptable to the Little Red River Cree Nation, please provide me with written confirmation of your acceptance. Once this acceptance is received and the arrangements for the Indian and Northern Affairs Canada 25% funding have been finalized, my department staff will prepare the necessary agreements between the Little Red River Cree Nation and my department. The agreements will outline all of the standards and conditions for the construction of the highway and for the subsequent operation and maintenance by the Little Red River Cree Nation.

.../2

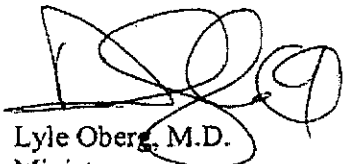


Chief Floyd Noskiye  
Page Two

I appreciate your request to meet, however, at this time I believe it is not necessary to meet until I receive your acceptance of this offer. In the meantime, if you have any question with regard to the above, please contact Mr. John Engleder, Regional Director - Peace Region, at 780-624-6375.

I look forward to receiving your response to this proposal.

Yours truly,

A handwritten signature in black ink, appearing to read 'Lyle Oberg', written over a horizontal line.

Lyle Oberg, M.D.  
Minister

cc: Honourable Pearl Calahasen  
Minister of Aboriginal Affairs and Northern Development

Mr. Frank Oberle, MLA  
Peace River

Honourable Andy Scott  
Minister of Indian and Northern Affairs Canada

Mr. Bill Neufeld, Reeve  
Municipal District of Mackenzie

# Fort Vermilion Area Board of Trade

Box 456

Fort Vermilion, Alberta, T0H 1N0

Your are invited to the  
Fort Vermilion Area Board of Trade  
Annual meeting

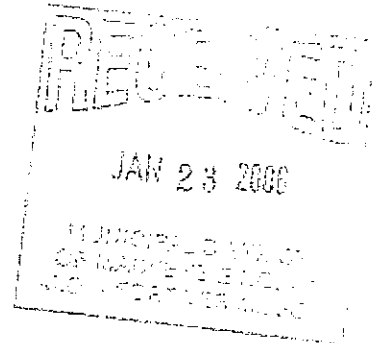
On Friday February 24, 2006

7:00 p.m.- a wine and cheese social

8:00 p.m. - the annual meeting and elections

At the

Centennial Building -in the Board of Trade Board Room



- Are you concerned with the lack of services and growth in our area?
- Do you have any directives and ideas that could overcome the problems?
- Do you see problems that need some attention? And how can they be resolved?
- \* Don't just talk or wish for change --- let's work together, set goals  
And make that change

## You CAN make a difference.

- \* Take this great opportunity to become an active member of the Fort Vermilion and Area Board of Trade.
  - Become a volunteer and experience the satisfaction in accomplishments.
  - Participate in building and enhancing our community, schools and child care.
  - Get involved in setting goals and community spirit.
  - Help with government directives and needs for the community.

Memberships are \$10.00 per person or \$50.00 for a business

You may also choose to become a Alberta Chamber of Commerce Member for a small additional fee of 8.56

Contacts for more information:

Frank Rosenberger 927 - 3227 - vice chair

Wayne Strach - 927 - 4073 - president

I look forward to your participation and interests in promoting a strong community.

Sincerely, *WS/RS*

Wayne Strach . president

# Fort Vermilion Area Board of Trade

Box 456

Fort Vermilion, Alberta, T0H 1N0

Annual Meeting February 24, 2006

## Agenda:

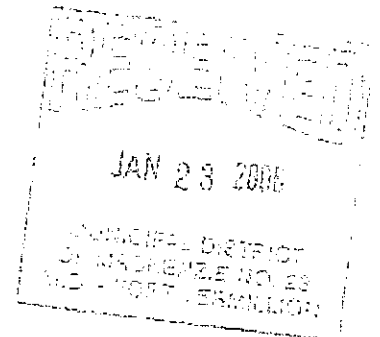
1. Meeting called to order at 8:00 pm.
2. Minutes of the Last annual meeting 2005
3. Treasurers audited report
4. Summary reports for the year Nov. 1/04 to Oct 31/05
  - 4.1. Presidents review
  - 4.2 Committee reports:
    - a) Golf tournaments
    - b) Presidents ball
    - c) Community in Bloom
5. Elections for the Year Nov. 1 /05- Oct 31, 2006
  - 5.1. - President
  - 5.2. - Vice President
  - 5.3. - 3 Directors

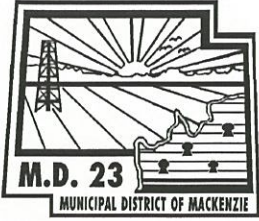
New Goals and expectations for 2006 -

1. \_\_\_\_\_
2. \_\_\_\_\_

Adjourn

Thank you for attending





## M.D. of Mackenzie No. 23

### Request For Decision

Agenda Item # \_\_\_\_\_

**Meeting:** Regular Council Meeting  
**Meeting Date:** February 8, 2006  
**Presented By:** Brenda Wiebe, Roads Supervisor  
**Title:** 2006 Gravel Crushing Contract

#### BACKGROUND / PROPOSAL:

Tenders for the 2006 Local Crushing & Stockpiling program closed on January 31, 2006. One bidder, Knelsen Sand & Gravel Ltd., submitted a tender. Their bid was as follows:

Meander River #4 (Zama access)	\$458,050
North Vermilion (FV & Blumenort area)	\$1,419,320
West La Crete	839,600
<b>TOTAL</b>	<b>2,716,970</b>

Each of the schedules was included.

#### DISCUSSION / OPTIONS /

The gravel crushing tender was submitted to meet the gravel needs in specific locations for 2006. The gravel crushing program will provide gravel supply for the coming year. The gravel crushing program will provide gravel pit to service the Fort Vermilion area (approximately 20,000 m<sup>3</sup> for this region) and north of Vermilion (approximately 20,000 m<sup>3</sup> for this region).

#### COSTS / SOURCE OF FUNDING:

The 2006 budget includes approximately \$2,716,970 for the gravel crushing program. Because of the large difference between the actual costs, administration will be working towards alternate solutions to support the program to meet the M.D.'s regraveling needs within the allocated budget. This will take some time and it is suggested that this report be reviewed by the Operations Committee on February 16<sup>th</sup> and then taken back to Council with recommendations.

Author: \_\_\_\_\_ Reviewed: \_\_\_\_\_ C.A.O.: \_\_\_\_\_

**RECOMMENDED ACTION:**

That the 2006 Local Crushing & Stockpiling contract award and other gravel supply options be reviewed by the Operations Committee for recommendations.

Author:	Reviewed:	C.A.O.:
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ALBERTA  
SENIORS

Stan Woloshyn, Minister  
MLA, Stony Plain Constituency

MINISTERIAL ORDER NO. H:022/2002

GOVERNMENT OF ALBERTA

DEPARTMENT OF SENIORS

MINISTERIAL ORDER

I, Stan Woloshyn, Minister of Seniors, pursuant to section 5 of the *Alberta Housing Act*,  
**ORDER THAT:**

1. Ministerial Order No. H:015/95, as amended, establishing Mackenzie Housing Management Board, as a management body
  - (a) by replacing the Appendix, as amended, of Ministerial Order No: H:015/95, with the attached Appendix
  - (b) by replacing the Appendix, as amended, of the Mackenzie Housing Management Board, as amended, attached to Ministerial Order No. H:015/95, with the attached Schedule "A"
2. This Order is effective from the date of publication.

DATED at Edmonton, Alberta

*In Camera*  
*Item No. 15.2*  
*02/08/06*

*Stan Woloshyn*  
Minister of Seniors

425 Legislature Building, Edmonton, Alberta, Canada T5K 2B6 Telephone 780/415-9550, Fax 780/415-9411  
Constituency Office: 4935 - 53 Ave., Stony Plain, AB, Canada T7Z 1V4 Telephone 780/963-1444 Fax 780/963-1730

Printed on recycled paper



## APPENDIX

## Mackenzie Housing Management Board

1. Mackenzie Housing Management Board (hereafter referred to as the "management body") is hereby established as a management body.
2. The members of the management body are as follows:
  - Municipal District of Mackenzie No. 23
  - Town of High Level
  - Town of Rainbow Lake
  - La Crete Municipal Nursing Association
3. (1) The management body shall be governed by a board (hereafter referred to as "the board"), comprised of a maximum of ten (10) members appointed as follows, and in accordance with subsection (2):
  - (a) five (5) members of the board shall be appointed by Municipal District of Mackenzie No. 23 as follows:
    - (i) one (1) member from its municipal council;
    - (ii) two (2) members at large representing the Fort Vermilion area; and
    - (iii) two (2) members at large representing the La Crete area;
  - (b) two (2) members of the board shall be appointed by the Town of High Level as follows:
    - (i) one (1) member from its municipal council; and
    - (ii) one (1) member at large representing the Town of High Level;
  - (c) one (1) member of the board shall be appointed by the Town of Rainbow Lake from its municipal council;
  - (d) two (2) members of the board shall be appointed by the La Crete Municipal Nursing Association from among its membership, at least one (1) member must be an elected official of the board.
- (2) For the purposes of subsection (1), the members of the management body have the sole discretion to determine:
  - (a) the boundaries of the areas from which members of the board may be appointed;
  - (b) how residency in the areas from which members of the board may be determined; and
  - (c) the eligibility requirements, if any, for members of the board.
- (3) The board shall be appointed as follows:
  - (a) Members of the board shall be appointed by the member of the management body in accordance with this Order and at the times the board requests the member of the management body.
  - (b) The term of office for each member of the board shall be for a one (1) year term.
  - (c) Members of the board appointed under clause (a), may hold consecutive terms of office.

- (d) If the office of a board member is vacated, an individual shall be appointed to the board in the same manner as the vacating member of the board, on the vacancy occurring or as soon as possible thereafter, as a member of the board to complete the term of the vacating member.
- (e) The chairperson, vice-chairperson or any other officers of the board, the board determines necessary, shall be appointed from among the board members in the manner and at the times the board determines appropriate.
- (f) The term of office for the chairperson, vice-chairperson or any other officers of the board shall be for a one (1) year term.
- (g) The chairperson, vice-chairperson or any other officers of the board, may hold consecutive terms of office as long as each officer is a member of the board.
- (h) Each member of the board is entitled to deal with all matters before the board arising from the policies and programs, and operation and administration, of the management body, except where otherwise provided under the Act or its Regulations or subsection 3(3)(i).
- (i) The board members referred to in subsection 3(1)(b) and (c) shall vote on matters pertaining to the lodge only.
- (4) The lodge reserve policy cannot be changed without the unanimous approval of all the members of the Management Body Board.
- (5) The board is a continuing body.
- (6) The board shall provide the Deputy Minister with the name of its chairperson and vice-chairperson as soon as possible on selection, and shall notify the Deputy Minister of any change of chairperson and vice-chairperson.
4. The board shall:
- (a) designate the offices of the management body, and
- (b) immediately notify the Deputy Minister of the location of its primary place of business in Alberta and any other offices, the management body's address for service, and any change in the location of such offices or address for service.
5. For the purposes of providing lodge accommodation, the management body may requisition the following municipalities:
- Municipal District of Mackenzie No. 23,
  - Town of High Level
  - Town of Rainbow Lake
6. (1) The management body is responsible for the operation and administration of the housing accommodation listed in Schedule "A".
- (2) In addition to the housing accommodation operated under subsection (1), the management body may operate Rent Supplement housing accommodation as designations are allocated to the management body by the Minister under the Rent Supplement Program Regulation.

7. For the purposes of the Act, the management body has and is subject to the powers, functions or duties as provided in the following Regulations:

- (a) Management Body Operation and Administration Regulation;
- (b) Social Housing Accommodation Regulation;
- (c) Housing Accommodation Tenancies Regulation;
- (d) Rent Supplement Regulation; and
- (e) Lodge Assistance Program Regulation

**Schedule "A"**  
**MACKENZIE HOUSING MANAGEMENT BOARD**  
**Housing Accommodation**

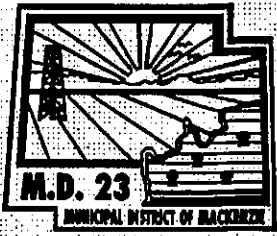
Housing Accommodation Type	Project Number	Legal Description	Plan	Block	Lot	Unit	LINC	Municipal Address	No. of Units
COMMUNITY HOUSING FORT VERMILION 1	123027310308		8921752	4	21		0010856855		7
			8921752	4	23		0010858330	FORT VERMILION	
			8921752	4	28		0010858554	FORT VERMILION	
			8921752	4	34		0010858888	FORT VERMILION	
			8921752	5	47		0010858354	FORT VERMILION	
			8921752	5	56		0010860021	FORT VERMILION	
			8921752	6	18		0010860606	FORT VERMILION	
FORT VERMILION 2	123027310608		188TR	B	2		0021189212	FORT VERMILION	12
			188TR	B	4		0021189238	FORT VERMILION	
			188TR	G	8		0021189256	FORT VERMILION	
			188TR	6	7		0021189281	FORT VERMILION	
			188TR	4	13		0021189325	FORT VERMILION	
			188TR	5	16		0021189404	FORT VERMILION	
			188TR	5	18		0021189780	FORT VERMILION	
			188TR	5	21		0021189783	FORT VERMILION	
			188TR	5	22		0021189784	FORT VERMILION	
			188TR	6	23		0021189785	FORT VERMILION	
			188TR	5	32		0021189788	FORT VERMILION	
FORT VERMILION 3	123027312733		8921752	4	26		0010858470	FORT VERMILION	7
			8921752	4	27		0010858494	FORT VERMILION	
			8921752	6	39		0010858738	FORT VERMILION	
			8921752	5	42		0010858759	FORT VERMILION	

**Schedule "A"**  
**MACKENZIE HOUSING MANAGEMENT BOARD**  
**Housing Accommodation**

Housing Accommodation Type	Project Name	Project Number	Legal Description	Plan	Block	Lot	Unit	LINK	Municipal Address	Municipality	No. of Units
FORT VERMILION 4		123027312781		8821752	5	43		0010858777		FORT VERMILION	4
				8921752	5	50		0010860631		FORT VERMILION	
				186TR	5	12		0021193962		FORT VERMILION	
				4726TR		9		0015085088		FORT VERMILION	
FORT VERMILION 5		123027312777		4726TR		9		0025683244		FORT VERMILION	10
				8921752	4	10		0010158788		FORT VERMILION	
LODGE	HEIMSTAD SENIORS	125327512117		8921752	4	30		0010858803		FORT VERMILION	32
				8921752	5	40		0010858744		FORT VERMILION	
				8821752	5	48		00108589361		FORT VERMILION	
				8921752	6	20		0010861011		FORT VERMILION	
				7521980	11	7		0014974877	4808 - 105 STREET	LA CRETE	
PRIVATE LANDLORD RENT SUPPLEMENT	LA CRETE RENT	125327652062					RENT SUP		8650X0076	LA CRETE	
RURAL & NATIVE	FORT VERMILION RAN 1	123027222110		188TR	5	7		0021193959	2110 - 3 AVENUE UNIT 1	FORT VERMILION	2
				188TR	5	9		0021193966	2110 - 3 AVENUE UNIT 2	FORT VERMILION	
	FORT VERMILION RAN 2	123027222114		188TR	5	11		0010370663	2114 - 3 AVENUE UNIT 1	FORT VERMILION	1
LA CRETE RAN 1		125327223017		8621341	17	17		0010902895		LA CRETE	6
				8621341	17	19		0010492882		LA CRETE	
				8621341	20	4		0010893616		LA CRETE	

**Schedule "A"**  
**MACKENZIE HOUSING MANAGEMENT BOARD**  
**Housing Accommodation**

Housing Accommodation Type	Project Number	Legal Description	Plan	Block	Lot	UnR	LINC	Municipal Address	No. of Units
LA CRETE ROW 2	125327223085		7921001	15	11		0012649989		LA CRETE
			9123390	16	38		0020469130	104 AVENUE & 103 STREET UNITS A & B	LA CRETE
LA CRETE ROW 2	125327223085		7521880	9	6		0014995030		LA CRETE
			7521580	9	5		0220000017		LA CRETE
SENIORS SELF CONTAINED ALTEHHEIM 2	126327552295		7821580	9	6		0014995003	9802 - 104 STREET	LA CRETE
			7521580	9	8		0014995003	9802 - 104 STREET	LA CRETE
			7521580	9	6		0014995003	9802 - 104 STREET	LA CRETE
			7621581	9	6		0014995003	9802 - 104 STREET	LA CRETE
			7621580	9	7		0014995003		
			7521980	9	8		0014995003		
ALTEHHEIM 3	125327552318		7921560	9	9		9550090072	9805 - 106 STREET	LA CRETE
ALTEHHEIM	125327552032		7621580	9	10		0014973820		
			7521580	9	11		0014973831		
			7521580	9	9		0014995063	9805 - 106 STREET	LA CRETE
FORT PIONEER HOMES	129027662057		2938R8	8	15		0019469542	80 STREET AND 46	FORT VERMILION
			2938R5	8	16		0019618131		



# M.D. of Mackenzie No. 23

## Request For Decision

Agenda Item # 9.5 A

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>March 22, 2006</b>
<b>Presented By:</b>	<b>Paul Driedger, Director Emergency &amp; Enforcement Services</b>
<b>Title:</b>	<b>Alberta Municipal Infrastructure Program Funding</b>

### BACKGROUND / PROPOSAL:

The MD recently received two letters from Alberta Infrastructure and Transportation regarding the AMIP grants. The first letter states that although a number of projects were approved, the ambulance purchases were considered ineligible for this funding.  
*\* See pg 120<sup>2</sup> attached AMIP Questions + Answers.*

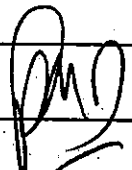
There is some confusion around this as the second letter indicated that AMIP funding in the amount of \$1,640,078 is being carried forward to 2006. According to our Statement of Funding, this amount includes the ambulance purchases.

### OPTIONS & BENEFITS:

### COSTS & SOURCE OF FUNDING:

### RECOMMENDED ACTION:

That a letter be sent to Alberta Infrastructure and Transportation as discussed.

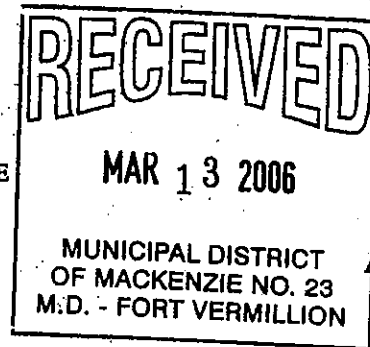
<b>Author:</b>	<b>Review Date:</b>	<b>C.A.O.:</b> 
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ALBERTA  
MINISTER OF INFRASTRUCTURE  
AND TRANSPORTATION



AR26784

March 3, 2006

Mr. Bill Neufeld  
Reeve, Municipal District of Mackenzie No. 23  
PO Box 640  
Fort Vermilion, Alberta  
T0H 1N0

Dear Reeve Neufeld:

The Government of Alberta is pleased to offer the Alberta Municipal Infrastructure Program (AMIP), which will be administered by Alberta Infrastructure and Transportation. Thank you for your municipality's February 8, 2006 submission of the 2005 Application for Program Acceptance (APA) under AMIP.

Based on our review of the information provided, we are pleased to advise that the Fort Vermilion 46 Street Sewer Line Replacement project is eligible under the terms of the AMIP. Concerning the Ambulance purchases listed on the application, we cannot support the request to fund these non-core projects under the AMIP. We are confident the Alberta Municipal Infrastructure Program will benefit the other core infrastructure upgrade requirements.

In the event that new projects are proposed for funding in 2006 under the AMIP, please ensure that a supplementary APA is submitted to Alberta Infrastructure and Transportation's regional office.

We would also like to recognize our colleague, Mr. Frank Oberle, MLA for Peace River, for his continued support for your projects.

We look forward to working with your municipality regarding your infrastructure needs and wish you success with your projects.

Yours truly,

Lyle Oberg, M.P.  
Minister of Infrastructure  
and Transportation

Rob Renner  
Minister of Municipal Affairs

cc: Mr. Frank Oberle, MLA  
Peace River



**PEACE REGION**

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

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

March 6, 2006

Our File: 1560-AMIP-23

Mr. Bill Neufeld  
Reeve  
Municipal District of Mackenzie No. 23  
Box 640  
Fort Vermilion, Alberta  
T0H 1N0

Dear Reeve Neufeld:

**RE: ALBERTA MUNICIPAL INFRASTRUCTURE PROGRAM**  
**STATEMENT OF FUNDING AND EXPENDITURES FOR 2005**

Thank you for the February 16, 2006 submission of your municipal's 2005 Statement of Funding and Expenditures (SFE) for the Alberta Municipal Infrastructure Program.

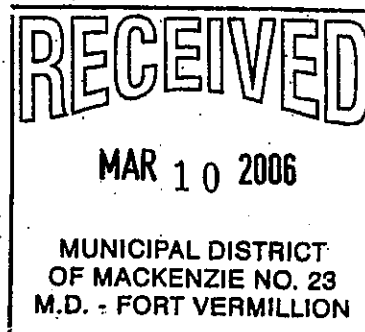
Regarding your certified SFE for the Alberta Municipal Infrastructure Program, there is \$1,640,078 in grant funding, plus \$19,386 in interest being carried forward to 2006.

Your certified 2005 statement for the above mentioned grant is accepted by Alberta Infrastructure and Transportation, subject to a possible review by the Provincial Auditor General.

Yours truly,

  
John Engleder, P.Eng.  
Regional Director

CB:mlb



March 22, 2006

DRAFT

Dr. Lyle Oberg  
Minister of Infrastructure and Transportation  
#408 Legislative Building  
10800 - 97 Avenue  
Edmonton AB T5K 2B6

Honourable Minister Oberg:

**SUBJECT: Alberta Municipal Infrastructure Program (AMIP)**

The MD of Mackenzie received your letter of March 3, 2006 regarding the administration of AMIP funds. We are very pleased that the Fort Vermilion 46 Street Sewer Line replacement project, along with a number of important projects in La Crete, was eligible.

There is confusion with regards to the following excerpt taken from the letter, "*Concerning the Ambulance purchases listed on the application, we cannot support the request to fund these non-core projects under the AMIP.*" The AMIP Guideline Questions & Answers provided to the MD prior to our 2005 application submission clearly lists emergency service facilities and vehicles as eligible projects under the program.

Further to the eligibility of emergency vehicles for consideration for funding, the MD also received a letter on the same day as the one referred to here, which states, "*Regarding your certified SFE for the Alberta Municipal Infrastructure Program, there is \$1,640,078 in grant funding, plus \$19,386 in interest being carried forward to 2006. Your certified 2005 statement for the above mentioned grant is accepted by Alberta Infrastructure and Transportation.*" The \$1,640,078 includes the 2005 ambulance purchases as submitted in the original application.

We respectfully request that you clarify the eligibility of the ambulance as qualifying for the IMAP program. This is a critical component for the residents of the MD, and very much a core project.

If you have any further questions please call me at (780) 841-1806.

Sincerely,

Bill Neufeld  
Reeve

Encl - Copy March 3 Letter  
Copy March 6 Letter  
Copy AMIP Q & A's  
Copy MD of Mackenzie Year End Grants

CC MLA Frank Oberle

**MD of Mackenzie No. 23**  
**Grants received in advance**  
**Year ended December 31/2005**



AB Environment - HL East Drainage	195,858.21	195,858.21	-
R.E.D.I - 2004	30,897.36	28,053.24	2,844.12
MuniGrant	112,000.00	112,000.00	-
Alberta Centennial Grant	29,531.56	29,531.56	-
AB Transportation - BF 78185	92,786.80	92,786.80	-
R.E.D.I - 2005		127,360.98	127,360.98
AMIP		1,640,078.84	1,640,078.84
AMIP - interest earned			19,386.00
PDD Contract - La Crete Walking Trails		8,867.00	8,867.00
AB Finance - Emergency Training Grant		9,000.00	9,000.00
CIP - Evacuation Sidewalk - Heimstead Lodge		3,750.00	3,750.00
CIP - whel chair ramp installation		3,500.00	3,500.00



Variance

118

**Alberta Municipal Infrastructure Program (AMIP)**  
**Questions & Answers**  
**(Updated: April 14, 2005)**

**Why is the program being initiated?**

The Alberta Municipal Infrastructure Program (AMIP) was introduced as an acknowledgement that all communities in Alberta face increasing infrastructure pressures, including the need to address their current infrastructure debt and longer term infrastructure requirements.

**Will the existing Alberta Infrastructure and Transportation municipal grant programs continue?**

Yes, the existing allocation based programs, as well as many of the project specific programs, will continue at their current funding levels.

**What determines infrastructure backlog or debt?**

Infrastructure debt is the backlog of necessary capital infrastructure projects that the municipality has identified as required, but have had to delay or defer due to the lack of municipal funding. Municipalities should address the backlog/debt with the development of an Infrastructure Management Plan.

**How soon will AMIP funds be available?**

The development of the grant trust agreement is in the final stages and should be available in mid-May. Payment of the first grant allocation can proceed soon after the agreement is signed by the municipality and returned to the department.

**Over how many years will municipalities get Alberta Municipal Infrastructure Program funding?**

Funding will be provided over a five year period, beginning fiscal 2005/06, but can be used by the municipality anytime within ten years to complete projects initiated under the program.

**Is any cost-sharing required to access AMIP funding?**

No municipal cost-sharing is required on this program; however, municipalities will be expected to maintain their current level of spending on infrastructure.

**What do you mean when you say municipalities must maintain their current level of spending?**

The AMIP funds are intended to assist municipalities in reducing the backlog of necessary capital municipal infrastructure projects that have been deferred, delayed, or are beyond the municipality's current funding abilities. The new funding provided under AMIP is intended to supplement the municipalities "normal" capital infrastructure spending. The municipality will be expected to maintain this normalized annual capital expenditure level when utilizing funds available under this program.

**Can AMIP funding be used as the municipalities share under other Alberta Infrastructure and Transportation grant programs?**

Yes. AMIP funding may be used as the municipal share of new projects under other Alberta Infrastructure and Transportation municipal support programs (except ICAP), provided the municipality continues to invest the same amount in capital infrastructure as it did before the introduction of the new AMIP program. Any municipality wishing to follow this approach should first consult with Alberta Infrastructure and Transportation.

**What types of projects are eligible for funding under AMIP?**

Project eligibility will be similar to other existing grant programs. Only capital project costs are eligible. Capital projects have been divided into two groups, "Core Infrastructure" and "Other Infrastructure". An Infrastructure Management Plan should be developed by the second year of the program to identify the multi-year needs for each category.

\* Examples of Core Infrastructure are roadways and bridges, public transit, water supply and treatment systems, wastewater treatment systems, storm sewer drainage systems and facilities, emergency service facilities and vehicles, etc. \*

Examples of Other Infrastructure include environmental energy improvements, solid waste management, other municipal buildings, other municipal physical infrastructure. Other Infrastructure projects may be funded only after the municipality has certified that their core infrastructure is in good condition as defined in the Administrative Procedures. See our website for further details ([www.trans.gov.ab.ca/MunicipalPgms/Grant.asp](http://www.trans.gov.ab.ca/MunicipalPgms/Grant.asp)).

**Are projects already in progress eligible for funding?**

Yes. Excepting for existing project-specific grant agreements, projects that are currently underway and meet eligibility criteria would be considered for funding through AMIP. It is recognised that some municipalities may have started eligible projects, in anticipation of a program announcement. Contact your local Alberta Infrastructure and Transportation regional office to discuss project details and confirmation of project approval.

### **Where can I get details on the AMIP program?**

Some preliminary details are now posted on the Alberta Infrastructure and Transportation website. Project eligibility is similar to existing department grant programs. Only capital costs are eligible. Most capital municipal infrastructure projects (water, wastewater, storm drainage, roads, transit, recreation facilities) are eligible.

See [www.trans.gov.ab.ca/MunicipalPgms/Grant.asp](http://www.trans.gov.ab.ca/MunicipalPgms/Grant.asp) for further details, including reporting requirements.

### **Are there any reporting requirements for the municipalities?**

Yes. Reporting procedures for the new program are under development. It is proposed that new reporting procedures be introduced that are simple and become uniform for Alberta Infrastructure and Transportation grant programs. Details will be posted to the website once developed.

### **How will the funds be provided?**

The funds will be advanced following the signing of trust agreements, similar to existing grant programs, and can be expended over the next 10 years according to local planning needs and priorities. This will give the municipality early access to the funding needed to commence work on their highest priority projects. This also gives the municipality the opportunity to accumulate funds in order to construct major projects requiring more than one year's funding allocation.

### **How will interest earned on trusted funds be handled?**

Revenue earned through the investment of trusted AMIP funds shall be accounted for and be used towards capital project costs. Municipalities requiring more information on interest policy should refer to the Administrative Procedures or contact Alberta Infrastructure and Transportation.

### **What does the allocation of funding look like?**

Allocation of funds is essentially per capita, with a base allocation of \$50,000 plus per capita funding, to Summer Villages, and a minimum allocation of \$500,000 to all other municipalities, over five years. The grant allocation for the first three years will be based on population estimates for 2006. That means municipalities will receive approximately \$900 per capita over the duration of the program. Allocations for the subsequent two years of the program will be adjusted according to the census numbers available in 2007. Distribution of funding by population, about 99% of the \$3 billion, treats all municipalities fairly and equitably, whether they are large metropolitan areas, medium-sized cities or small towns.

### **In addition to the "base" and "minimum" allocations, are there other non- population based components of the funding allocation?**

No. There are no other components to the funding allocation, excepting for a "base" or "minimum" allocation for smaller municipalities.

### **How will the program funding allocations be reconciled with future populations?**

Based on their estimated 2006 census population, each municipality will receive an initial grant allocation of approximately \$180 per capita per year for the first three years of the program. When the census data becomes available in 2007, it will be incorporated into Municipal Affairs' 2007 Official Population List. The actual per capita rate will then be determined based on a program cap of \$3 billion and the total 2007 Official Population. Updated information will then be used to calculate the maximum grant allocation to each municipality and the payment increments for the following two years will be adjusted accordingly.

### **What constitutes an Infrastructure Management Plan?**

Infrastructure Management Plans will vary with the size and complexity of the infrastructure in the municipality. The main feature of any plan will be that an assessment of all municipally owned infrastructure is included and the costs and relative importance of repairs, replacements and upgrades are determined.

Alberta MIMS is an Alberta made infrastructure management system for Alberta municipalities, which may be used for that purpose. Information on MIMS is available at [www.albertamims.org](http://www.albertamims.org).

### **Why is the program not "unconditional"?**

The intent of the program is to address municipal infrastructure debt, backlog, and future needs, therefore, it is specific to capital infrastructure projects, and is directed to "Core Infrastructure" before "Other Infrastructure" can be funded. However, the program is flexible enough so that each municipality can allocate funding to best meet local needs and priorities. AMIP funding is for capital infrastructure projects and contributions to operating expenses are not eligible. Further details can be found on our website [www.trans.gov.ab.ca/MunicipalPgms/Grant.asp](http://www.trans.gov.ab.ca/MunicipalPgms/Grant.asp).



# Canadian Network for the Prevention of Elder Abuse

Réseau canadien pour la prévention des mauvais traitements envers les aîné(e)s

Web: [www.cnpea.ca](http://www.cnpea.ca)



Presented to  
M.D. Council:  
March 22/06.

motion  
06-223.

## 1. Abuse of Older Adults is a Serious Issue

Violence, intimidation, and fear experienced at any age undermine people's feelings of safety and security. Between 4 and 10 per cent of older adults in Canada (165,000- 413,000 seniors) will experience abuse or neglect in their senior years from someone they trust or rely on.

## 2. Canadian Network for the Prevention of Elder Abuse - CNPEA - Who We Are

The Canadian Network for the Prevention of Elder Abuse (CNPEA) is dedicated to the prevention of abuse of older people in Canada. CNPEA is a national non-profit, non-governmental organization that began in the late 1990s and was federally incorporated in 2000.

**Our Vision:** CNPEA is dedicated to the prevention of the abuse of older people in Canada. CNPEA seeks to increase Canadian society's ability to recognize and prevent mistreatment of seniors so all adults can be free from abuse, neglect and exploitation in later life.

**Our Values:** CNPEA operates from a number of core values. Foremost, the Network values seniors as an integral part of Canadian society. The Network affirms that seniors have a right to:

- live independently in a safe and caring community,
- live free from abuse, neglect and/or exploitation,
- access effective and compassionate support when necessary, and
- have these social issues and injustices addressed in an effective manner.

The Network recognizes the diverse ways in which abuse and neglect can occur, and sees abuse and neglect in later life as a social, legal, and health issue, affecting older adults, their families, and their communities. The Network strives to be sensitive to the uniqueness of seniors, and responds in ways that respect the diversity of Canadian seniors in race, culture, religion, language, abilities, and sexual orientation.

**Our Members:** Our members are concerned community individuals, seniors, seniors serving organizations, police, faith groups, advocacy organizations, and health care professionals. Our Board is comprised of representatives from almost every province and territory in Canada.



**Canadian Network for the  
Prevention of Elder Abuse**  
Web: www.cnpea.ca



**June 15, 2006**  
**World Elder Abuse Awareness Day**  
**Event Submission Form**

If you are involved in organizing one event, you only need to fill out the first series of boxes. Feel free to make copies of this sheet if necessary.

**Event 1**

Event Name:	Date & Time of Event:
Event Description	Location:
Name of Contact Person(s):	Telephone: ( ) E-mail:

**Event 2**

Event Name:	Date & Time of Event:
Event Description	Location:
Name of Contact Person(s):	Telephone: ( ) E-mail:

**Event 3**

Event Name:	Date & Time of Event:
Event Description	Location:
Name of Contact Person(s):	Telephone: ( ) E-mail:

**Please return this form to:**

Charmaine Spencer - Webmaster - Canadian Network for the Prevention of Elder Abuse

Fax: 604 - 291 - 5066

Email: [cspencer@shaw.ca](mailto:cspencer@shaw.ca)

Or

Isobel Lawson - Alberta Seniors and Community Supports

Fax: 780 - 644 - 5499

Email: [isobel.lawson@gov.ab.ca](mailto:isobel.lawson@gov.ab.ca)



FINAL COPY



## WORLD ELDER ABUSE AWARENESS DAY

**WHEREAS** Canada's seniors are valued members of society and it is our collective responsibility to ensure they live safely and with dignity; and

**WHEREAS** abuse of older people is a tragedy inflicted on vulnerable seniors, a problem in today's society that crosses all socio-economic boundaries;

**WHEREAS** recognizing and combating abuse of older people will help improve the quality of life for all seniors across this country and will allow seniors to continue to live as independently as possible and contribute to the life and vibrancy of Canada;

**WHEREAS** Canada's elders are guaranteed that they will be treated with respect and dignity to enable them to continue to serve as leaders, mentors, volunteers and important members of this community;

**WHEREAS** we are all responsible for building safer communities for Canada's seniors;

I, Reeve of the Municipal District of Mackenzie No. 23, do hereby proclaim

*World Elder Abuse Awareness Day on June 15.*

Dated the 22<sup>nd</sup> day of March, 2006 in Fort Vermilion, Alberta.

A handwritten signature in blue ink, appearing to read "B. Neufeld".

Bill Neufeld  
REEVE, MD of Mackenzie 23

**FILE COPY**

**Tool Kit to  
Raise Awareness on Elder Abuse**

**Taking Action: Step by Step**

**International Network for the  
Prevention of Elder Abuse**

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## About INPEA

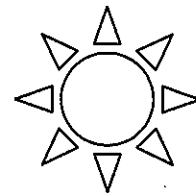
The main goal of the International Network for the Prevention of Elder Abuse (INPEA) is to increase society's ability, through international collaboration, to recognize and respond to the mistreatment of older people in whatever settings it occurs, so that each individual can achieve an optimal quality of life in keeping with his or her cultural values and tradition.

## Acknowledgements

We would like to acknowledge the fine efforts of the many people and organizations that have helped to make this *Toolkit* possible.

Introduction by Susan Somers. Special materials contributed by INPEA Executive, representatives and consultants, Dr. Lia Daichman, Betty Malks, Elizabeth Podnieks, Susan Somers, and Gloria Gutman.

Researched and prepared by Charmaine Spencer (Gerontology Research Centre, Simon Fraser University, Vancouver, British Columbia, Canada). She would like to thank the many regional, national and international groups for their ideas and approaches to celebrating special world days in efforts to raise awareness of particular global concerns. The International Year of the Older Person Toolkit and the Alberta Human Rights Kit, in particular were useful starting points.

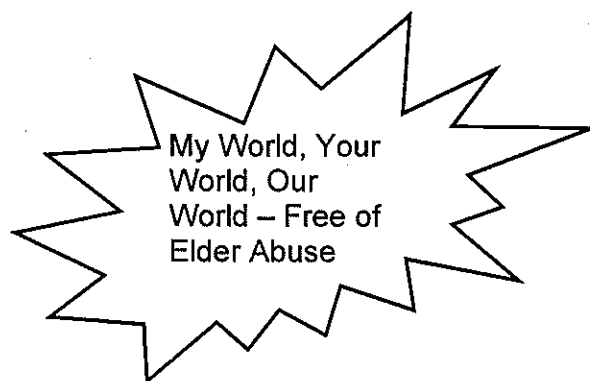


## Introduction

Welcome to the *Community Toolkit*, a resource created to help individuals, organizations and communities throughout the world plan for World Elder Abuse Awareness Day (also referred here in this kit as "World Awareness Day"), which will have its debut on June 15, 2006. This *Toolkit* is also useful to plan for further awareness-building activities, as well as to support ongoing projects and events throughout the months and years to come.

### What is World Awareness Day?

World Awareness Day involves activities to bring greater recognition of mistreatment of older adults wherever they live throughout the world and to highlight the need for appropriate action. It is intended to give abuse and neglect of older adults a global relevance that will sustain and move prevention efforts forward throughout the whole year and years to come.



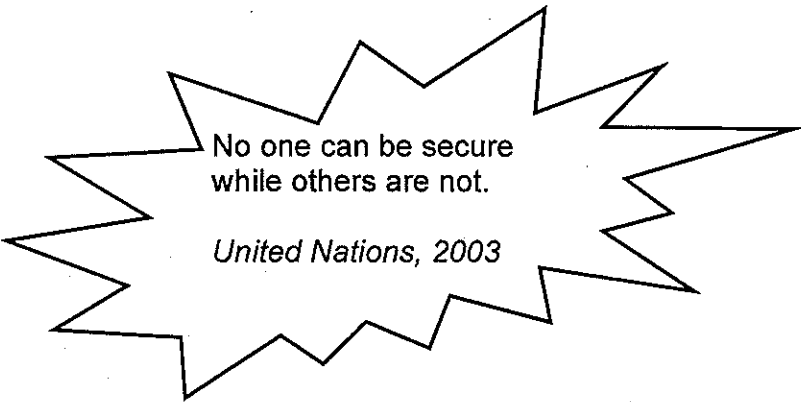
World Awareness Day involves national and international activities developed by countries, communities, neighbourhoods and organizations collaborating in multigenerational and multidisciplinary initiatives. It can encompass volunteer and educational programs, cultural and art events, as well as diverse use of information technology, all aiming to create an awareness of elder abuse and its consequences.

The *Toolkit* provides sample ideas and tools to help individuals and organizations plan and present special projects in their own jurisdictions. It includes examples of materials, resources, proclamations and messages, as well as information on other sources of support to communities.

In developing the *Toolkit* we recognize the considerable work that has already been done over the past decade to raise awareness in many countries, as well as the work that is currently underway. We look forward with hope and confidence to the future work that will be done. Through collaboration and sharing knowledge, practice and research, the world's collective efforts may actually dream our impossible dream: "My world, your world, our world – free of elder abuse."

No effort is too small to be counted in an awareness campaign. We invite you to use the toolkit as a stepping stone to continuous learning.

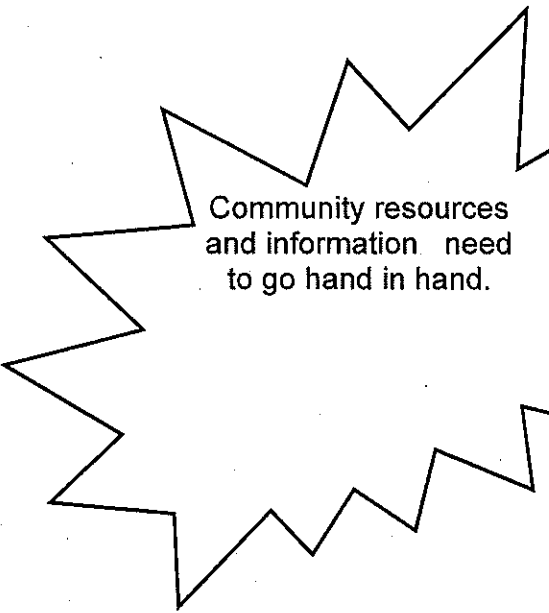
The *Toolkit* should be considered as open-ended guide and a work-in-progress. It is not intended to present a comprehensive picture of elder abuse awareness learning opportunities. Instead, it is designed to encourage a great deal of further exploration. Action is necessary at all levels of planning and decision-making in order to promote and provide information of elder abuse. There are unlimited possibilities for improving the growing recognition of the problem.



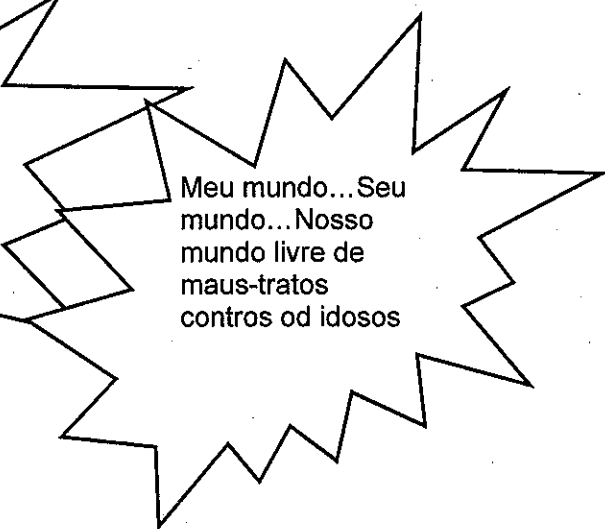
No one can be secure  
while others are not.

*United Nations, 2003*

Please make it your own – find your own unique voice as you listen to the voices of people who have been touched by the misfortune of elder abuse.



Community resources  
and information need  
to go hand in hand.



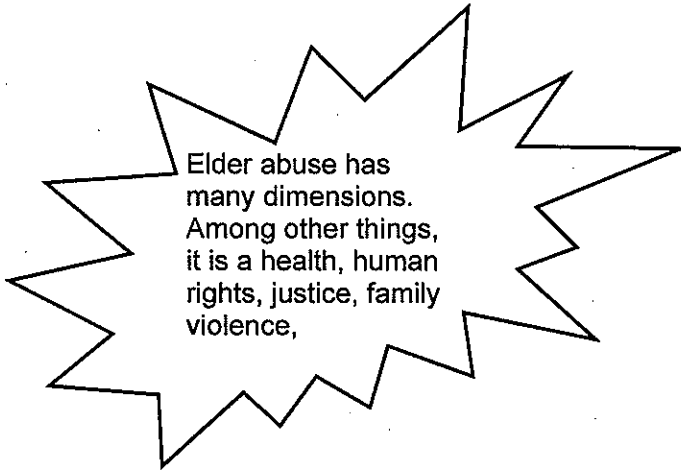
Meu mundo... Seu  
mundo... Nosso  
mundo livre de  
maus-tratos  
contros od idosos



## Overview

### A. Why Raise Awareness?

Throughout the world, abuse and neglect of older adults largely remains under-recognized, or treated as an unspoken problem. No community or country in the world is immune from this social problem.



Abuse and neglect of older adults is a complex and multi-faceted problem. Elder abuse encompasses many different types of harms and can occur in community or institutional settings.

Raising awareness of elder abuse is a challenge. The issue requires complex, multiple and integrated responses from a very wide range of sources at individual, institutional, societal and global levels.

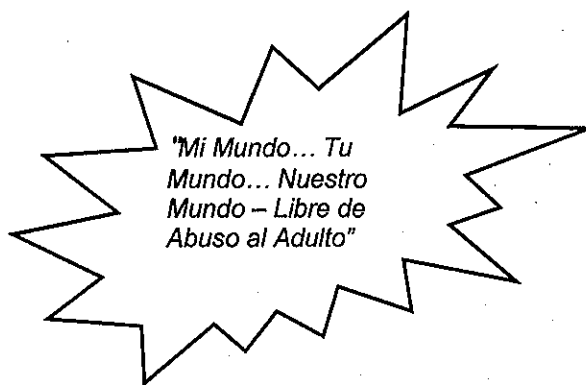
**The United Nations has noted that the world needs a global response to the problem, one which focuses on protecting the rights of older persons.**

At the 2nd World Assembly on Ageing held in Madrid, Spain in 2002, Secretary - General Kofi Annan released a WHO report which noted that "in some cases, mistreatment of older persons may be part of a broader landscape of poverty, structural inequalities and other human rights abuses."

This *Toolkit* offers strategies for people and groups wanting to make life better for older adults. These awareness strategies can help you persuade others beyond your organization to join you in helping to make freedom from abuse and neglect a reality for older adults in your community.

## B. Why Have a World Elder Abuse Awareness Day?

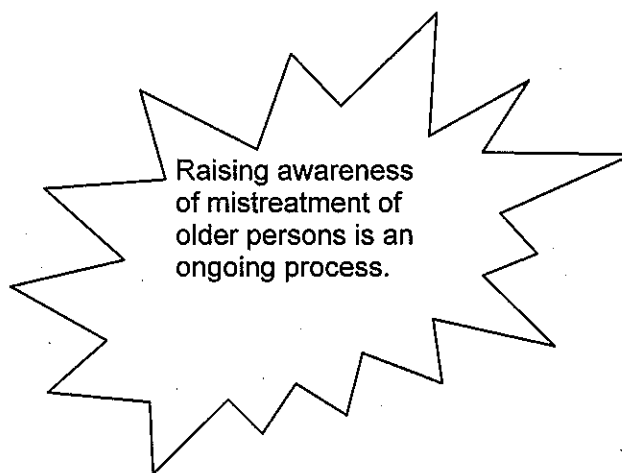
World Elder Abuse Awareness Day is one of many excellent opportunities to share information on the links and many facets of abuse and neglect in later life, as a family violence problem, an intergenerational concern, as well as a health, justice, and human rights issue. It is an opportunity to join together and recognize the many local and regional efforts to address the problem. These efforts are often overlooked. It is also a chance to speak with one voice on this important matter.



Governments, non-governmental organizations, educational institutions, religious groups and individuals can promote a better understanding of abuse and neglect in later life by organizing observances of the World Elder Abuse Awareness Day. The Day also provides an opportunity to increase knowledge of the cultural, social, economic and demographic processes affecting abuse and neglect of older adults living in community and institutional settings.

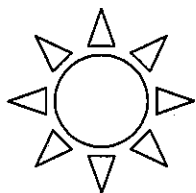
Education and public awareness campaigns have been vital for informing people in a growing number of countries about elder abuse. Raising awareness is a fundamental prevention strategy that involves not only teaching new information but also helping to change attitudes and behaviour.

World Elder Abuse Awareness Day and other elder abuse awareness initiatives can be an intensive period of focus on both a national and local level where organizations become engaged in this issue. It can become an opportunity to engage the support of key legislators to increase funding for public awareness and the needed community resources.



World Awareness Day is also an opportunity to link nation-wide efforts to international initiatives. The joint cooperation can enable people to build new partnerships and engage a wider audience in saying "No" to mistreatment of older adults in all parts of the world.

**In future years, World Elder Abuse Awareness Day may have a special theme for the Day.**



### **Observing the Day at the National Level**

In preparing for the World Awareness Day, governments may wish to use June 15 as an occasion to initiate projects, or start public discussion on abuse and neglect policies in the country (special conferences, cultural festivals, special announcements and other similar events).

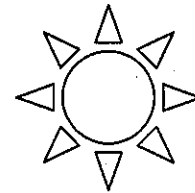
The support and active involvement of the media is central to the success of the World Awareness Day. Because the World Awareness Day is a very time-limited event, it lends itself well to an intensive and focused media campaign.

The active engagement of the non-governmental organizations is instrumental in the success of any World Awareness Day's observance. For this inaugural World Elder Abuse Awareness Day and successive Days in years to come, it is vital that non-governmental organizations mobilize their invaluable expertise, organizational potential, grass-root outreach as well as human and material resources.

This can be an excellent opportunity for governments to seek the active partnership of non-governmental organizations and provide necessary support for the activities of the non profit, volunteer and education sectors. Partnerships among public, private and volunteer organizations that serve older adults, families, women and men should be encouraged.

We recognize that raising awareness of mistreatment of older persons is an ongoing effort, not limited to one day. This important societal issue needs to be acknowledged 365 days a year.

## **A Brief History on Building World Awareness**



### **1997 Adelaide, Australia**

A small group of committed individuals forms the International Network for the Prevention of Elder Abuse (INPEA). This begins a journey that expands over the next eight years to include 600 members and 132 regional and national representatives across five global regions.

Education has been at the very core of the INPEA Mission Statement and raising awareness within the World Community, a defining goal.

### **2002 World Health Organization**

WHO partners with INPEA on the seminal study "Missing Voices". A major recommendation from this eight country research was to "mobilize civil society through raising awareness of the widespread magnitude of elder abuse".

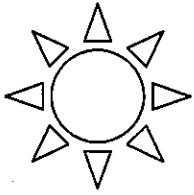
In April, 2002, the United Nations International Plan of Action is adopted by all countries in Madrid. The Plan of Action clearly recognized the role of education and training in elder abuse prevention.

### **2003, New York City, USA**

INPEA launches the World Elder Abuse Awareness Day to take place on June 15, 2006.

### **2003- 2006**

Communities throughout the world begin to plan their activities to raise awareness of abuse and neglect of older adults, and to celebrate the progress they have made in helping to reduce its occurrence.



## World Elder Abuse Awareness Day

### An Ideas Collage for Awareness Activities

Below are a variety of ideas and activities to help organizations and communities plan initiatives in your jurisdiction to mark the debut of World Elder Abuse Awareness Day as well as celebrate its recognition in following years. The illustrations are intended to help "get the creative juices flowing". Pick, choose, mix and match and have fun while you "educate and celebrate" for June 15<sup>th</sup> and future awareness building endeavours.

#### 1. Collaborative Efforts

One of the greatest benefits of a specific occasion like World Awareness Day or other awareness campaigns is the opportunity for seniors' groups, other community groups and non government organizations as well as government bodies to plan and work together. See Figure A for examples of potential participants.

The event can often be a means to build and strengthen partnerships. When organizations only have a few resources, they may not feel they can accomplish as much as they would like. By working together, resources can be pooled to create a larger and better event than any one organization could accomplish alone.

Special days can come and go. Communities may want to plan and use the efforts for the Day to build a legacy of new information, products and publications, as well as action plans for the year and longer term.

When developing events across a country or in specific communities, it is useful to share information while planning, so that people know what others are doing to celebrate and recognize the event in their community or other jurisdictions. This can aid collaboration where appropriate, and avoid unnecessary duplication.

**See Appendix A to C Tips for Obtaining Sponsorship; Working with Volunteers; and Tips for Making Events Accessible.**

**Figure A**

## **Potential Participants in Planning and Holding Elder Abuse Awareness Events**

- Individual older adults
- Representatives of seniors' organizations and organizations that provide services to seniors
- Members of community co-ordinating committees

### **Educators**

- University, colleges, high schools, training schools, junior schools

### **Government Bodies**

- Ministries and departments responsible for seniors' issues, health, housing, family violence, law and justice, adult protection, veterans' affairs
- Federal income security program and other financial assistance workers
- Social planners

### **Community Services**

- People who deliver paid or volunteer based programs to seniors
- Representatives related to groups addressing violence in relationships, coping with disabilities, Alzheimer societies, anti-poverty groups, or other issues
- Social workers (including discharge planners)
- People working in culturally-specific agencies, e.g., immigrant-serving agencies, aboriginal service
- Groups representing marginalized groups
- Women's shelter/services staff
- Sexual assault centre staff
- Counsellors in private practice
- Alcohol/drug addiction counselling or treatment staff
- Crisis centre counsellors
- Outreach workers
- Peer counsellors

- Friendly visitors
- Home support workers
- Co-ordinators of local information and referral services
- Adult "day away/day care" staff
- "Gatekeepers" in the community, e.g., people who are regularly in touch with people who live in the community

### **Health Services**

- Nurses (hospital staff, public health nurses, nurses who provide care in private homes, etc.)
- Geriatric psychiatry program/mental health workers
- Staff of care homes and long-term care facilities
- Health care workers including community care (management, case managers, and placement co-ordination staff), occupational therapists, physiotherapists, massage therapists, chiropractors, etc
- Physicians (in private practice, on the staff of a long-term care facility, etc.)
- Other health care workers

### **Housing/ Shelter**

- Managers of housing complexes (including municipal housing)

### **Law and Justice**

- Lawyers, paralegals, community legal workers
- People within the justice system (police, those who prosecute cases, victim assistance workers/victim advocates)
- Public guardian and trustee staff

### **Financial Services**

- Banking/financial services staff

### **Faith Communities**

- Pastoral care workers and clergy

## Plan a Traditional Ceremony

Commemorate the World Elder Abuse Awareness Day or other awareness campaign by hosting a ceremony that symbolizes life, wellbeing and dignity for older adults.

## Support a Declaration or Proclamation

Declarations and proclamations are formal statements by a local, regional or national government or major national or international organization recognizing and identifying the significance of an issue. In some cases, it is tied to a formal event or ceremony. A locally developed declaration can be a stepping stone for a regional or national observance. **See Appendix D for illustrative declarations and proclamations.**

A government declaration is considered more valuable if it also tied to formal commitment of funding to help further needed community activities.

When considering the development of a declaration or proclamation, consider what role you expect the proclamation to have in the broader strategies you feel are needed.

Declarations and proclamations can be good opportunities for working with media. **See Appendix E and F.**

## Present a World Awareness Award

Organize an awards ceremony for June 15. Look for individuals or groups of people who have worked to raise awareness of abuse issues in later life, have worked to build caring and respect and who have worked to ensure fair treatment of older people in your community or at your workplace. **See Appendix G.**

Perhaps they have worked to help communities build bridges between individuals and organizations so they have a better understanding of abuse and neglect in later life. Perhaps they have worked with a particular ethnic community on abuse issues affecting older adults.

Perhaps they have worked with administration to meet the cultural foods needs of ethnic seniors in a congregate setting. They may have worked to reduce the

use of physical or chemical restraints in nursing homes. Make your award a tradition every June 15th.

## Join or Form a Group

Establish a local group to address a community concern or begin a local chapter of a larger group or network. In many parts of the world, national and regional elder abuse awareness networks are in place or under development. Some of these networks will be identified on the INPEA website ([www.inpea.net](http://www.inpea.net)).

Research the many groups that work to raise awareness of abuse in later life, as well as those that empower and protect older adults who are experiencing abuse.

Link to others and build on each others' strengths. Abuse and neglect in later life

## Host a Workshop or Conference

Workshops and conferences can be effective ways to show the progress being made in a region or country; to highlight current research as well as emerging practices that are showing promise in helping abused or neglected older adults. Actively include older adults' voices in those that are heard there.

Carefully plan whether this event should occur on June 15th. In some cases, holding a large event before or after World Awareness Day can help build or sustain interest on the issue of abuse and neglect of older people over the course of the year.

## Host a Lecture or Debate

Sponsor a lecture, debate, speech or presentation on ways to prevent abuse and neglect in later life. Many other topics are possible. For example, it may include:

- how we respond to abuse in later life;
- "good practices" for working together effectively and problem solving;
- emerging challenges;
- making laws work;
- diversity and abuse;
- how to reduce the prevalence of abuse and neglect in later life (strengthening norms against abuse and neglect in later life);
- what is needed from the global community to move progress towards eliminating violence against older adults.



Possible sources for speakers include:

- non-governmental and governmental organizations working for awareness and prevention of abuse in later life;
- community leaders;
- ethnic and multicultural group representatives;
- educators at community colleges and universities;
- labour unions or professional associations;
- faith organizations.

And if people seem to be unaware of the issues, invite them to join your lecture or debate as an opportunity to learn.

## Submit an Article, Write a Letter to the Editor

People working in academic circles may want to consider writing a journal article describing some special aspect of the issue to reach people in their own discipline and those in other disciplines.

For the broadening public awareness, letters to the editor and articles can

- identify local people who work to make sure that others are treated with respect and dignity;
- describe the importance of respect, dignity and caring throughout people's lives;
- illustrate an incident where the rights of older adults were not protected and their needs are not being met.

Plan to submit these so they can be used for June edition.

## Use a Quote, Develop a Slogan

A relevant quote can be helpful to build community efforts. A well chosen slogan can draw the public's attention to key messages.

In the World Health Organization (2002) report "Missing Voices", older adults poignantly describe the effects of abuse and neglect they experience in their lives.

**See Appendices H to K for Tips for print material, sample posters, poster and slogans, fact sheets.**

Here are a few sample famous quotes that can be used to encourage working together and community involvement:

Dr. Margaret Mead, American anthropologist and social psychologist:

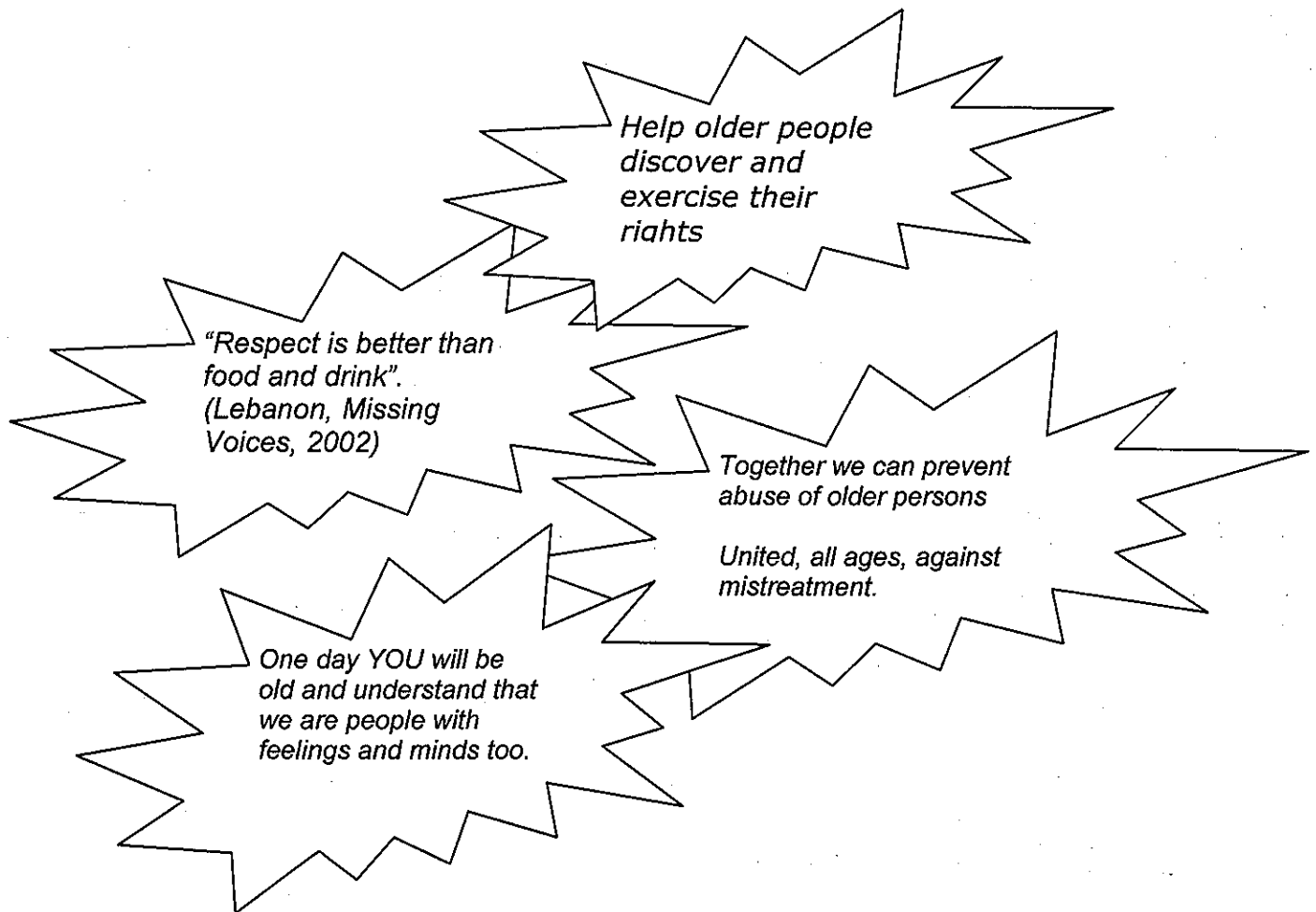
"Never doubt that a small group of thoughtful, committed citizens can change the world; indeed, it's the only thing that ever has."

Buddhist saying:

"Do not forget that the world is one great family."

A quote from the Most Reverend Desmond Tutu, Archbishop Emeritus; Chairman, Truth and Reconciliation Commission, South Africa and Nobel Laureate:

"Help others as you would help yourself."



Here are some examples of slogans that communities in different parts of the world have developed and use:

- "Abuse Hurts at Any Age." (Virginia Coalition for the Prevention of Elder Abuse)
- "The golden years should not be black and blue!"
- "Respect is better than food and water." (Lebanon Elder, Missing Voices, WHO/INPEA 2002)
- "The Golden years make some people blue. Neglect is a form of elder abuse!" (Aging and Independent Services, San Diego County, California, USA)
- "Together we can prevent abuse of older persons. United, all ages, against mistreatment. (translated from a French slogan.

### **Example**

#### **"Youth to Stop Violence Against Women" 16 Days of Activism against Family Violence**

In late 2004 a coalition of Jordanian non-governmental organizations and a national institution joined forces to raise awareness and call for the prevention of family violence.

"Do not hurt our mothers, sisters and daughters!" – "Respect & Communicate!" were some of the messages heard during the international campaign.

Participants in the 16 Days events also wore the symbolic "white ribbon" which originated as part of a Canadian effort back in 1991 where men say no to violence against women.

### "Violence in Red" Poster Series

The World Health Organization commissioned three series of violence prevention posters, each depicting images relating to various forms of violence. The "Red" series symbolizes the impact of violence on the body and on health in general.

The text for the elder abuse poster in the series focuses on basic awareness and states:

"1 in 20 older adults experiences some form of abuse in their home."

See: [www.who.int/violence\\_injury\\_prevention/violence/global\\_campaign/en/PostRedElderly.pdf](http://www.who.int/violence_injury_prevention/violence/global_campaign/en/PostRedElderly.pdf)

### Public Service Announcement (PSA)

Radio or television can deliver brief prevention messages via the mainstream media or ethnic media. Ethnic media can be particularly useful for reaching people who have a limited fluency in a country's main language. For more details and tips on developing PSAs, see **Appendix L**.

#### Example

##### *Reaching People and Getting Politicians Involved*

In 1999, a government ministry in Canada dealing with heritage and multiculturalism launched a new multilingual PSA aimed at reducing violence against women, children and older adults. Members of Parliament taped interviews about family violence in their heritage language in Cantonese, Greek, and Italian.

## 2. Sample Activities to Build Community Awareness

Here are some suggestions for activities that can be undertaken to observe World Elder Abuse Awareness Day and build awareness at the local level:

- *Community forums and workshops, to explore issues related to abuse and neglect in the community, and offer options for strengthening families. Forums can also provide information on family and seniors support services, such as counseling, financial assistance, advisory and information services.*
- *Special events in educational settings to highlight relevant issues and questions related to aging and family violence, or mistreatment or neglect in institutional settings.*
- *Official proclamations of the Day by mayors and other local authorities.*
- *Proclamations of "Elder Abuse Awareness Week".*
- *Production of documentary films or promotional vignettes on abuse related issues to be shown on national and local television stations.*
- *Arranging special exhibitions of publications, photographs, children's drawings, posters and other materials on abuse prevention in later life.*
- *Organization of essay competitions.*
- *Launching abuse prevention-related publications.*
- *Coverage of the Day's events by the news media, including television, radio and newspapers. Newspaper could also carry feature articles and special supplements on the Day, as well as a series on aging and family issues.*
- *Press conferences by research institutions and others concerned with abuse issues can raise public awareness of priority concern.*

Further local examples include:

## Create an World Awareness Display or Mural

Identify key principles for helping to recognize and promote the wellbeing of older adults. Illustrate one or more "abuse free" principles that is important to you:

- the right of older people to be free from harm or neglect;
- the right of older people to peace and security in their homes and communities;
- the right of older people to dignity and respect;
- the right of older people to have a say (in their lives, their community, and their society);
- older adults' rights to freedom of expression and thought;
- older adults' rights to have rights respected that others take for granted;
- the right of older people to have basic needs met, such as food, shelter, care and support.

Watch the newspaper for local and international stories about mistreatment and quality of life issues affecting older adults. Add them to your display.

For example, Global Action on Aging (a non-profit organization with special consultative status with the United Nations Economic and Social Council), carries news items on aging issues from around the world and in several languages.

See: [www.globalaging.org/](http://www.globalaging.org/)

Items related to elder abuse can also be found on the Canadian Network for the Prevention of Elder Abuse webpage "In the News" ([www.cnpea.ca/senior\\_abuse\\_in\\_the\\_news.htm](http://www.cnpea.ca/senior_abuse_in_the_news.htm)).

The National Center on Elder Abuse has developed a database of news articles. [www.elderabusecenter.org/default.cfm](http://www.elderabusecenter.org/default.cfm) . Action on Elder Abuse (UK) carries press cuttings on abuse from 2003. See: [www.elderabuse.org.uk/Mainpages/Press%20Cuttings%20current.htm](http://www.elderabuse.org.uk/Mainpages/Press%20Cuttings%20current.htm)

Showcase the World Awareness Day display or mural in a public place.

## Produce an Art Work or Craft

Abuse and neglect often create strong emotional responses for people. Creating artistic works can bridge emotions as well as "speak across cultures".

An artistic bookmark, quilt, T-shirt, painting or sculpture can express a theme of respect, caring and dignity throughout the lifespan as part of abuse and neglect prevention in later life.

Show the intergenerational aspects of the elder abuse issues. These efforts can be created alone or with others.

Showcase the work in a public place.

## Collect Local Stories

Abuse and neglect of older adults can occur in many subtle (and not so subtle) ways.

An awareness building project might involve interviewing older people in the community.

Ask them to think how attitudes towards the elderly have changed over time, both positively and negatively. Ask how those attitudes may increase or decrease the likelihood of abuse and neglect occurring in later life.

Interview people born outside of your country and ask them to help you understand older adults are (and are not) respected, cared about and protected from harms in their country of origin now and in the past.

Most countries of the world have identified that abuse and neglect of older adults occurs there. Ask the person you are interviewing how we can help promote world awareness of abuse in later life here and around the world.

Tape record these interviews to create an oral record for your library, museum or archives and with permission, publish the stories in your local paper.

## Throw a Party

Organize a celebration for June 15<sup>th</sup> which shares stories of caring and respectful aging from around the world. Learning about customs, traditions and cultures of others helps to build bridges of understanding in families and communities. Create posters to advertise your awareness and prevention event in the community.

## Sponsor a Visual Arts or Writing Contest on Preventing Abuse in Later Life

Ask your local paper, organization's newsletter or church bulletin to publish the winning entries on June 15.

Look for partners in the community to help with sponsorship. Teachers, businesses, service groups and local media are possible partners.

### Prevention and Awareness: Involving Older People

In 2005, in Africa, several countries organized events to celebrate the International Day of the Older Person. In Ghana they organized a concert with local singers. Older people, clubs, societies, school children and churches took part in an early morning procession.

In several areas of South Africa, marches were held. Older people carried banners with the message "We are senior citizens. Treat us with respect."

The local society for the aged had also been working with local schools and older people will give talks to schoolchildren, encouraging them to "honour the aged".

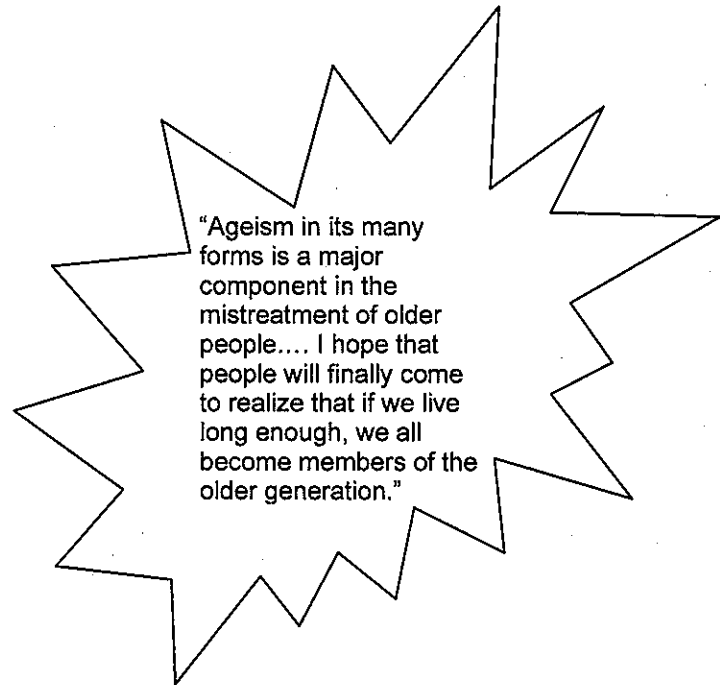


## Plan an Action Team

An action team is a small group of people who work on a particular aspect of mistreatment, for example addressing the underlying ageism or stereotypes in society about older people. Stereotypes and negative images of aging often become ways for people in a society to rationalize mistreatment.

An action team focussing on building awareness in the media may want to identify two goals for its work:

- 1) to help media develop and use messages that promote respect and non-violence in relationships, and
- 2) to identify and remove stereotypic images and language that condone violence against seniors, women, children, and men.



## Hold an Interfaith Service

Use "The Golden Rule" to highlight freedom from abuse or neglect and caring among generations. See **Appendix M** for examples of how the Golden Rule is embodied in many faith traditions throughout the World:

### What Are You Doing to Involve Older Adults?

The WHO "Missing Voices" report identified that older people often looked at abuse and neglect in later life in a broader framework than professionals, community workers or government representatives might.

What are you doing to make sure the people who are most affected are well represented in approaches being developed to help them?

## Conduct an Audit

Talk with older people, including those with special needs. Can they participate fully in the life of your community? Can they participate in your abuse and neglect awareness raising events?

An audit can be an important beginning step to make sure your community is sensitive and welcoming for older adults, including those with special needs. For an audit, consider not only physical barriers, but also attitudinal barriers, including assumptions about what older people can or cannot do and what older people do or do not want ("Check your assumptions at the door").

## Read, Read, Read

Host a public read-a-thon on various aspects of abuse or neglect in later life, especially including what older adults have said about abuse (E.g. "Missing Voices"). Novels, short stories and poems often describe isolation, and neglect in later life. Include writings that show caring and positive responses to older adults by their family and community.

Each person reads aloud for 15 minutes. All participants take turns being reader and audience.

Have fun reading stories of supportive families, supportive communities and supportive countries while educating yourself and others about abuse prevention in later life.

## Host a Film or Video Night

Show films or videos around themes that deal with World Elder Abuse Awareness Day issues. Contact your public library or school for films or other videos on abuse in later life. Preview the films to make sure they are appropriate to your audience. Abuse and neglect in later life as a subject matter may be controversial or difficult to watch for some.

Make sure people have a chance to talk about their feelings and impressions of the film in a discussion after the screening. Discuss what people can do so your audience feels hope and empowerment. Close the evening with music and food.

Work through a film distributor to comply with copyright regulations if you plan to charge for this event.

## Educate and Celebrate All Year Round

Mark your calendar with dates significant to Elder Abuse Awareness and Prevention, such as family violence awareness months.

People can also recognize and celebrate older persons and ageing on other days, for example on national and international days for peace, ageing, health, women, human rights, volunteering, disability, elimination of racial discrimination, and elimination of family violence, among others. Many of these issues are directly tied to abuse and neglect in later life.

Plan or attend events in the community which celebrate and educate around these dates. See **Appendix N** for examples of international days. Many countries also have national days that can be used to raise awareness of a specific aspect of abuse or neglect of older adults.

### Intergenerational Efforts

HelpAge International Africa created a 2004 wall calendar. The centre of the calendar showcases prize winning children's posters. Themes for the children's poignant drawings included: "Young and old helping each other" and "Abuse of older people within the family and the community". The poster was supported by the Dutch government, Barclay's Bank, the WHO African Regional Office.

[www.helpage.org/images/pdfs/AgeinginAfrica/AfricaOct05.pdf](http://www.helpage.org/images/pdfs/AgeinginAfrica/AfricaOct05.pdf)

### Visit a Web Site, Create a Website

Learn more about abuse and neglect in later life in your community, your country and around the world.

Organizations can work together to develop a website to share information, identify the activities and approaches occurring in their jurisdiction around abuse

and neglect, as well as show the progress being made to meet older adults' and families' needs in this area.

## Useful Websites

Over the years, several organizations and countries have been able to develop a wealth of information on aging issues, and on abuse and neglect in later life. Listed alphabetically:

### **Action on Elder Abuse - UK**

[www.elderabuse.org.uk/](http://www.elderabuse.org.uk/)

- A national organisation "established by a group of practitioners from health and social care, academics and representatives of the voluntary sector who were concerned about the lack of information and assistance for those who were abused or were at risk of abusing."

### **Age Concern (England)**

[www.ageconcern.org.uk/](http://www.ageconcern.org.uk/)

- A charitable organization that provide services and information for people aged 50 and over. Campaigns on issues like age discrimination, and works to influence public opinion and government policy about older people.

### **Age Concern (New Zealand)**

[www.ageconcern.org.nz/?/advocacy/elderabuse](http://www.ageconcern.org.nz/?/advocacy/elderabuse)

- An independent, charitable, not-for-profit organisation in New Zealand with the mission of working together to promote the quality of life and well-being of older people

### **American Association of Retired Persons**

[www.aarp.org/](http://www.aarp.org/)

- A not for profit membership organization of persons aged 50 and over, dedicated to addressing their needs and interests.

### **Canadian Network for the Prevention of Elder Abuse**

[www.cnpea.ca](http://www.cnpea.ca)

- A national non profit organization providing Canadian information on abuse and neglect in later life. Topics include statistics, health, housing and legal issues, tips for media, information on ageism, network building.

### **Global Action on Aging**

[www.globalaging.org/](http://www.globalaging.org/)

- Global Action on Aging (GAA), based in New York at the United Nations, reports on older people's needs and potential within the global economy. It advocates by, with and for older persons worldwide.

### **HelpAge International (HAI)**

[www.helpage.org/](http://www.helpage.org/)

- Is a global network of not-for-profit organisations with a mission to work with and for disadvantaged older people worldwide to achieve a lasting improvement in the quality of their lives. Website identifies events, training, news from around the world.
- Has a wealth of campaigns and participatory resources.  
[www.helpage.org/advocacy/Campaigns/Campaigns.html](http://www.helpage.org/advocacy/Campaigns/Campaigns.html)

### **International Association on Gerontology**

[www.iagg.com.br/](http://www.iagg.com.br/)

- Promotes the gerontological research and training worldwide and interacts with other international, inter-governmental, and non-governmental organizations in the promotion of gerontological interests globally and on behalf of its member associations.

### **International Federation on Aging**

[www.ifa-fiv.org/en/accueil.aspx](http://www.ifa-fiv.org/en/accueil.aspx)

- Is a membership based network of organisations, bodies and individuals with a mission to improve the quality of lives of older people around the world through policy change, grassroot partnerships and strengthening bridges between public and private sectors concerned with ageing issues

### **International Network for the Prevention of Elder Abuse**

[www.inpea.net](http://www.inpea.net)

- Is dedicated to the global dissemination of information as part of its commitment to the world-wide prevention of the abuse of older people.

### **Ontario Seniors Secretariat**

[www.citizenship.gov.on.ca/english/index.html](http://www.citizenship.gov.on.ca/english/index.html)

- The Ontario Seniors' Secretariat influences and supports policy development across all government activities on behalf of Ontario's seniors. It conducts specific policy activities with a multi-ministry focus aimed at improving the lives of Ontario seniors. Information on the Ontario Strategy to Combat Elder Abuse.

### **National Center on Elder Abuse**

[www.elderabusecenter.org/default.cfm](http://www.elderabusecenter.org/default.cfm)

- The National Center on Elder Abuse (NCEA), funded by the U.S. Administration on Aging, is a gateway to resources on elder abuse, neglect, and exploitation.

### **United Nations Policies and Programmes on Aging**

[www.un.org/esa/socdev/ageing/ppoa/index.html](http://www.un.org/esa/socdev/ageing/ppoa/index.html)

- This website provides information on national and international policies and programmes on ageing and is intended to stimulate action on policy development, particularly in developing countries.

### **World Health Organization**

[www.who.int/en/](http://www.who.int/en/)

- The World Health Organization is the United Nations specialized agency for health.
  - WHO Poster in Red campaign
  - World Health Organization (2002) Missing Voices: Views of older persons on elder abuse. WHO/NMH/VIP/02.1 Online: [http://whqlibdoc.who.int/hq/2002/WHO\\_NMH\\_VIP\\_02.1.pdf](http://whqlibdoc.who.int/hq/2002/WHO_NMH_VIP_02.1.pdf)

## Summary

### Help Build Public Awareness of Elder Abuse

#### General

- Posters, Slogans
- Fact Sheets
- Street Banners
- Ribbon Campaigns
- Products- Wrist Bands – Pins – Pens
- Pamphlets/Brochures, Flyers
- Calendar of Events
- Displays in public places such as Libraries, Shopping Malls, Pharmacies, Hospitals, Doctor's Offices
- Drama – Music – Art – Poetry
- Events in Schools – Seniors Organizations, Places of Worship
- Websites

#### Public Activities

- Municipal Declaration – Proclamations
- Lectures – Forums
- Position Papers, Briefs

#### Media

- Press Conference
- Newsletters
- Newspaper Articles
- Radio/TV Public Service Announcements
- Letters to the Editor

#### Education and Training

- Videos
- Teaching Packages

#### Commemoration of Those Who Have Died from Violence & Commemoration of Those Who Have Helped to Raise Awareness

- Candle Lighting Ceremony
- Tree Planting

## **Appendices**



## Appendix A

### Tips on Obtaining Sponsorship

Thinking of getting sponsorship for your event?

Financial and in-kind support is often available from your local council, individuals and other community organizations, local businesses or the corporate sector.

Involvement of all sectors of the community is very effective in bringing about changes in attitudes and beliefs.

#### **Before approaching a potential sponsor**

*Determine your needs*

Do you need cash or in-kind assistance or a mix of both?

Do you need assistance with the venue, catering, equipment hire, advertising, media?

Do you need publicity and promotional resources such as flyers, posters, stickers, programs, banners, etc.?

*Cost your needs*

What is the value of the sponsorship you need?

Before approaching potential sponsors, you need to know the quantity and value of things you are asking them to provide.

*Identify potential sponsors in your area*

Consider companies with a track record of providing sponsorship and those that provide services or goods needed for your project.

Consider in-kind sponsorship. This is more cost effective for some businesses. For example the local bus company may provide transport to people without cars or who live in outlying towns.

Consider companies whose image matches that of the event. You will have more success if you approach businesses that are interested in promoting the safety and security, health, well being and comfort of older people, have older people as clientele, or who are connected to your event in some way.

Approach local businesses that know your organization and who can easily see the benefit of their sponsorship.

*Remember*

Start sending out proposals as early as possible.

It is often better to try to target one funder or company at a time. But at the same time, large scale events will usually require more than one funder or sponsor. Potential funders will want to know who else is supporting the event.

Sponsorship is not a donation; it is intended to be a mutually rewarding partnership between two organizations.

Make sure you are able to provide tangible benefits (advertising space, media coverage, product trial opportunities, etc.) in return for the sponsorship.

**Acknowledge your sponsors. Sponsors who are recognized and valued are likely to offer support in the future.**

Send thank you letters and, if possible, certificates of appreciation to all contributors.

*Other fund raising possibilities*

It may be appropriate to use your event to raise funds to supplement sponsorship, or for future events. Consider whether you want to:

- ask people to make a donation at the door;
- charge an entrance fee for everyone, with reduced rates for older people and students, and no fee for people who volunteer to help;
- sell abuse awareness resources and event souvenirs;
- ask a group to donate an appropriate handicrafts or useful objects that can be raffled.

## Appendix B

### Tips for Working with Volunteers

Within all communities there are people who receive a great deal of pleasure from volunteering their time, skills and experience to help others. The World Elder Abuse Awareness Day and awareness efforts throughout the year provide the ideal opportunity to involve volunteers in the planning of your events and activities, and to recognize their contribution.

Be sure to actively include older adults in all aspects of your events, including the planning. Older adults state they are often only treated as symbolic figures who are brought out for a ceremony, but otherwise ignored. Act on the principles of showing genuine respect and actively involve older adults.

Before settling on tasks for volunteers, ask them about:

- their preferences
- their knowledge
- their experiences
- their skills
- the time they are able to give
- their understanding of the tasks.

While volunteers are not paid for their time, it is important that their efforts are recognized and appreciated. You can do this by:

- acting on their input/ideas during the planning process;
- providing volunteer name badges so that the audience/participants know they are volunteers and have freely given their time.

To ensure your volunteers get the most out of being involved in the organization and helping with a planned event, you may find the following suggestions useful:

- Draw up a duty statement to clarify what is expected of the volunteer.
- Integrate the volunteers' efforts with the overall event management to ensure all parties are working towards a common goal.
- Ensure volunteers are kept well informed of developments and are involved in the planning process.
- Give your volunteers a copy of media releases before you send them to the media.

## **Appendix C**

### **Tips for Events**

#### **Help Make Your Event More Accessible to All**

When organizing an event, be aware of people's needs. Following is a list of features that will assist people whatever their age, to access venues you are considering for your activity or event. The most common barriers that people experience relate to being able to see, being able to hear and being able to get to and around the venue.

#### **Checklist**

##### **Mobility**

- Is the path of travel leads from where guests will arrive (parking area, bus stop, train station or set down area) to the venue accessible. An accessible path means there are no obstacles, such as revolving doors, curbs, or steps inside or outside the venue.
- Are some parking spaces designated for people with a disability and identified for their use only.
- Is the entry to the building is flat or there is a low gradient ramp enabling access.
- Do all stairs have handrails.
- Do the edges of steps have a contrasting strip.
- Are all doors easy to open.
- Is there an elevator or other means to avoid use of stairs.
- Do the floors have non-slip surfaces or carpets with a firm, low pile of 6mm or less.
- Are there clearly visible signs to indicate the direction to facilities such as toilets and telephones is clear.
- Are toilets are accessible for people with a disability. Is the toilet is readily accessed from the function area.
- Are the walkways are at least one metre or wider (including in the function room).

- If it is a sit down function, check that tables have sufficient space to allow a wheelchair to slide comfortably underneath.

### **Vision and Hearing**

- Are the buildings and rooms are clearly signed and well lit, both internally and externally.
- Check the level of lighting in the room and check for glare at that time of day.
- Check for acoustics. Will sound from one presenter interfere with the sound from another room?
- Where possible, have people use microphones so all the audience can hear.
- Have presenters provide summary information on presentations to refresh memories.

## **Appendix D**

### **Sample Proclamations and Declarations**

# World Elder Abuse Awareness Day Proclamation

**WHEREAS** (Country's) seniors are valued members of society and it is our collective responsibility to ensure they live safely and with dignity; and

**WHEREAS** abuse of older people is a tragedy inflicted on vulnerable seniors, and ever-increasing problem in today's society that crosses all socio-economic boundaries;

**WHEREAS** combating abuse of older people will help improve the quality of life for all seniors across this country and will allow seniors to continue to live as independently as possible and contribute to the life and vibrancy of (Country's Name);

**WHEREAS** (Country's) seniors are guaranteed that they will be treated with respect and dignity to enable them to continue to serve as leaders, mentors, volunteers and important and active members of this community;

**WHEREAS** we are all responsible for building safer communities for (Country's) seniors; and

**WHEREAS** the well-being of (Country's Name) seniors is in the interest of all and further adds to the well-being of (Country's Name) communities;

I, Mayor of (City Name), do hereby proclaim World Elder Abuse Awareness Day on June 15, 2006 and encourage all (Country's Name) to recognize and celebrate the accomplishments of (Country's Name) seniors.

Dated in the Mayor's Office on this \_\_\_\_\_ day of \_\_\_\_\_, 2006.

\_\_\_\_\_ Mayor

## World Elder Abuse Awareness Day Municipal Declaration

Whereas: (Country Name)'s seniors deserve to live safely with dignity, and as independently as possible, with the supports they need.

Whereas: Elder abuse is most often defined as any act that harms a senior or jeopardizes his or her health or welfare.

Whereas: Eliminating abuse to older persons is each community's responsibility; the (City/Town) of (Name) is concerned about the risk to our older residents who suffer from neglect or are victims of financial, emotional or physical abuse.

Whereas: All of our residents should watch for signs of abuse such as physical trauma, withdrawal, depression, anxiety, fear of family members, friends or caregivers; and

Therefore: I, Mayor (insert name), on behalf of the (City, Town) of (Name) Council and the people of our great city, do hereby proclaim June 15, 2006 as Elder Abuse Awareness Day and encourage everyone to commit to build safer communities for our elderly residents.

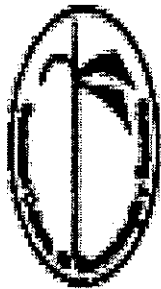
Signed: Mayor \_\_\_\_\_



# The Havana Declaration on the Prevention, Detection and Eradication of Elder Abuse

Cienfuegos, Cuba, April 30th, 2004

This declaration is a Call for Action aimed at the prevention, detection, and eradication of abuse against older persons.



### **Points to consider:**

- ♦ Elder Abuse is a universal problem. Research conducted so far shows that it is prevalent in both the developed world as in countries in our Region. Abuse can occur in any context but most frequently it is familial, institutional and social.
- ♦ Prevention of elder abuse requires the involvement of multiple sectors of society.
- ♦ Legal frameworks are missing. Cases of elder abuse, when identified are frequently not addressed for lack of proper legal instruments to respond to them.
- ♦ Primary health care workers have a particularly important role to play as they deal with cases of elder abuse regularly – although they often fail to recognize the abuse as such. (Primary health care workers are not the only ones; it includes everyone in the community that has contact with older persons).
- ♦ Education and dissemination of information are vital – both in the formal sector (professional education) and throughout the media (combating the stigma, tackling the taboos and helping to de-stereotype older people and the cultural preponderance to overemphasize youth and adolescence).
- ♦ It is fundamental to the proposals of prevention, intervention, and eradication of elder abuse in our Region, to consider the following:
  - The cultural context of each country, and particularly communities within each country, in order to fully understand the phenomenon of elder abuse.
  - A gender perspective. Understanding the existing complex social constructs helps identify the form of abuse inflicted on the elderly and by whom.

- The socio-demographic characteristics and the functional capacity of the older population. The older population is heterogeneous with sub-groups that are particularly vulnerable to elder abuse (the very old, those with limited functional capacity, women, and those who are poor).

- ◆ It is not sufficient to only identify the cases of elder abuse. We must develop the social structures that will allow the provision of services (i.e. social, health, legal protection, policemen, etc.) to appropriately respond, and prevent and eradicate abuse from countries of the Region.

- ◆ Elder Abuse will be successfully prevented only if we develop a culture that fosters intergenerational solidarity and rejects violence.

The Regional Strategy in Latin America and the Caribbean for the implementation of the International Plan of Action on Ageing, adopted in Madrid, clearly recognizes the importance and the extent of Elder Abuse.

The prevention, detection, and eradication of elder abuse are social human rights and health problems that concerns us all.

Nonetheless, prevention and eradication of elder abuse will not be achieved if we excluded this generation from the context of Comprehensive Care and Prioritized Programs with respect to health policies of the countries of the region

## Appendix E

### Tips for Drafting a Media Release

Do you want to raise awareness of an event such as World Elder Abuse Awareness Day or other event?

Do you want to people to know about a project or a plan of action that your community has been working on regarding abuse or neglect?

Do you want to respond to a report on abuse and neglect of older adults?

A media release can be useful.

#### **What is a Media Release?**

A media release is a short statement which you send to the media to encourage them to write a story about an issue or something you are organizing. It needs to attract the attention of the media.

Releases can be sent to newspaper, magazine, television and radio journalists.

#### **Format**

Any media release for an event should answer the questions: What (is happening), Where (it is happening), When, Who (is involved), How and Why.

Any other media release should answer those key points: What, Where, When, Who, How and Why

The release should fit on one page, be easy to read, with good sized and well-spaced type.

When drafting the media release, think:

- Is what you are saying newsworthy?
- What are your key messages? Limit them to fewer than five.
- What are the supporting facts?
- Who are you targeting?

**Hints:**

1. Have a title for your media release. Catchy is nice, but don't get too cute.
2. Write in a language the readers/listeners/viewers will understand.
3. Put the most important points on your topic related to abuse and neglect of older adults early in the media release so that your story does not lose key points if it is edited or cut from the bottom.
4. The information should always be written in the context of how it affects/benefits the public.
5. Good media releases typically include short quotes to catch the reader or media's attention. Introduce your spokesperson with title first, then name, and then an indirect quote.
  - a. Continue with direct quotes, one sentence per paragraph.
  - b. Do not put quote marks at the end of the paragraph if your speaker is continuing to speak in the next paragraph.
6. Very important: Include contact details (day and night phone numbers) for at least two spokespeople who know the subject and can be quoted in the media coverage. It is important that a spokesperson is available to answer phone calls when the media receive the release. No matter how comprehensive the release, journalists often have questions.

If you wish to provide more information, attach a separate piece of paper with the background information in note form. These notes should be short, precise, interesting and provide enough information for journalists to write an informed article.

Be aware of publication/program/reporter deadlines.

### **When to send out a media release**

Timing is crucial in news production. The media is most effective if you respond to suggestions or requests in good time before an event or publication date. Find out when their deadline is and get the material there on time.

For large scale events during World Elder Abuse Awareness Day, make contact with the relevant journalist (editor) well in advance to tell them what is happening, as well as provide a reminder four to five days before the event. Suggest they look out for your media release.

If you will be writing media releases regularly, it is helpful to develop good relationships with particular journalists so you have good contact points.

If you are hoping a journalist will attend an event, telephone them at least a week or two in advance.

Fax your release to media outlets 24 hours before the event. You can follow up the media release with a phone call to ensure the relevant journalist got the release and that you are available for further comment if required.

## Appendix F

### Tips for Interviews

A media interview is an opportunity to advance positive views and promote awareness of your organization's activities or concerns around elder abuse.

#### Before the interview:

- Where possible, give the reporter a fact sheet on elder abuse beforehand.
- Write down six or so points you would like to make.
- Write down six questions you think are most likely to be asked.
- Plan succinct answers to these questions but don't learn the answers by rote.
- Think of a brief phrase for your closing remark, one that will sum up your attitude in a memorable way.
- Have a phone number ready in case people would like more information.
- Try to think of the arguments the interviewer could use against your concern or position. Prepare answers for difficult questions.

Newspaper interviews are often conducted over the phone. While this can be less intimidating than a television or radio studio interview, it is important to remember that it is not an informal chat.

Newspaper journalists often want to speak to a "real abused person" to make the story more personal. You will need to decide how to handle this ahead of time. You may have a contact who feels comfortable telling her or his story so that others will understand. Other people prefer not to take on this responsibility.

Wherever possible, ask the person way ahead of time. Respect people's decisions, and always allow them to change their mind at any point.

If a media person is contacting you, ask the following questions before you agree to an interview. These are particularly relevant to radio and television:

- What is the subject of the interview?
- What are the main topics to be covered?
- Is it a news insert or program item?
- What program will it appear on?
- Who is the presenter or producer?
- How long will the interview be on air?
- Will the interview be broadcast live, or recorded?
- Who else will be taking part in the interview or on the program?



## **Appendix G**

### **Sample Certificate of Recognition**

# Certificate of Recognition World Elder Abuse Awareness Day:

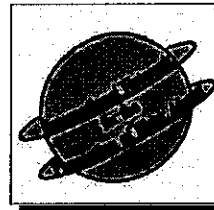
\_\_\_\_\_individual/organization\_\_\_\_\_

In recognition of your outstanding contribution  
In helping  
Promote awareness of elder abuse

\_\_\_\_\_  
Minister Responsible for  
Seniors

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
INPEA





## Appendix H

### Tips for Producing Print Material

There are many simple ways to ensure your articles, flyers, invitations and promotional material on abuse and neglect of older adults can be more easily read and are visually appealing. The following may be useful.

#### **All printed material**

##### *Images*

Use images of seniors and other age groups that reflect the diversity of your country. Depending on your key message, try to use positive images of aging where appropriate. Abuse and neglect in later life is not limited to older adults who look frail or vulnerable.

Carefully consider whether to use graphic images of abuse and neglect for print materials, including posters. While the images may have "shock" value, they also lose impact quickly and may undermine awareness building and public response in the long run.

##### *Type*

For text, use a plain, clear typeface, such as Times or Helvetica (Arial) type font in your articles, flyers, invitations and promotional material.

Use at least 12-point type size. Don't use too many different typefaces on the same page.

Avoid using all capital letters for large amounts of text.

Use bold for headings, do not use bold or italics for large amounts of text.

##### *Color and Paper*

Use dark print on light backgrounds - navy or black type on white or off-white is best. Use contrasting colors and avoid low contrast color combinations such as blue on green, or yellow on white.

Use matte, non-glossy paper to avoid glare.

##### *Text*

Use dot or bullet point format to highlight information. Use standard formats such as paragraphs with headings.

## Appendix I

### Sample Posters

[Insert samples]

- No elder abuse allowed
- Elder abuse can only be dealt with when it is not a secret
  - I miss my old friends...
- Elder abuse can only be dealt with when it is not a secret
  - First my parents beat me...

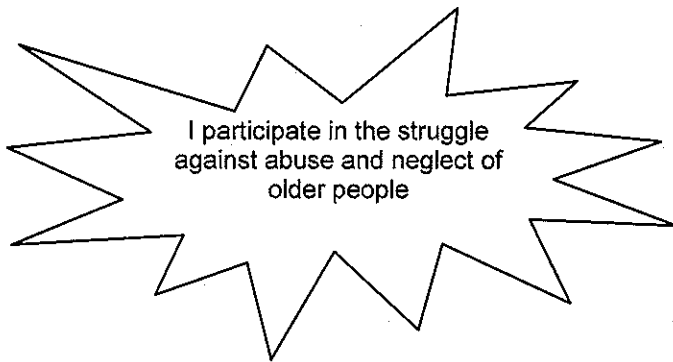
## Appendix J

### Posters and Slogans

In the United States, a regional council launched an elder abuse awareness campaign by partnering with a private wireless phone company. They developed two posters printed with the messages "Abuse ignores age" and "Only one in five cases of elder abuse gets reported." The posters provided 24-hour elder abuse hotline numbers for two states.

Before developing posters or any other awareness tool, carefully consider:

- the type of message you want to convey,
- where this message will go,
- how quickly will the information or approach become out of date,
- how the poster or tool will be used (including whether others want them and if they will be used).



### Recognize the Many Faces of Abuse and Neglect

Abuse of older adults has many aspects. Each organization and community may want decide what approach to take in developing key messages for posters, slogans, brochures, etc. For example, you may want to:

- describe the issue in general terms
- focus on a specific type of abuse or neglect
- focus on it as a crime,
- highlight common factors underlying abuse
- address common myths about abuse and neglect of older adults
- de-stigmatize the issue for the older persons who are victimized (reduce feelings of shame)
- focus on strengthening the norms against abuse.

Older adults in many countries have emphasized that abuse and neglect are often linked with ageism, disrespect and loss of value. One part of abuse awareness may be strengthening the norms (e.g. treating financial abuse as theft, not entitlement-"It's Grandma's money").

In Quebec, Canada, the provincial network provided information in English and French and focussed on two key messages in its initial awareness building effort: "Mistreatment of older adults is never acceptable." "Abuse is often a crime." These were made available in brochures produced in English and French.

## Plan Ahead

### Where Will It Go?

Posters need wall space. Brochures need counter or wall space for display.

### Will Others Use it?

Try to avoid having the time and efforts in developing posters or other products go to waste. Find out from others if they will actually use them.

### Is It Appealing?

Look to other campaigns that you consider successful. Build on their key ideas, but avoid using the same awareness "products".

Simply because you think something is important or has appeal, doesn't mean that others will.

Products that people can use in their daily lives may have a longer lasting awareness effect.

Avoid "products" that will be discarded or quickly become out of date.

## Appendix K Tips for Fact Sheets

Fact Sheets provide information at a glance. They are brief, usually 1 page in length.

Commonly a basic fact sheet will :

1. Have a brief introduction. This may include line or two to catch attention

"Did you know ?...

"With almost one million seniors in Quebec, 4 to 15% are victims of abuse." Almost 80% of abuse of seniors is never reported or detected.

2. Define abuse

3. Offer basic statistics. For example, in a fact sheet, you may want to identify the numbers of cases or incidents coming to the attention of police or community services

3. Describe the group offering the information

4. Explains how to help, with contact information. It may also provide emergency number in case of physical violence.

In some communities groups, organizations or government department prepare a series of fact sheets on different aspects of abuse and neglect in later life. See for example:

See for example, BC Health Files: [www.bchealthguide.org/healthfiles/](http://www.bchealthguide.org/healthfiles/)

### Useful Tips

#### Use of Language

Although "elder abuse" or "elderly abuse" has become a form of short hand used by many professionals, the term "elder" has many different social, cultural and religious meanings, creating confusion. Some countries actively avoid the use of the term "elder abuse". Increasingly common preferred terms are:

- "senior abuse or neglect ",
- "mistreatment" or "maltreatment" of older people
- "abuse and neglect of older adults"
- "abuse and neglect in later life"



## Keep in Mind

Different organizations may use somewhat different definitions of abuse and neglect. The World Health Organization defines abuse of older adults as "a single or repeated act, or lack of appropriate action, occurring in any relationship where there is an expectation of trust that causes harm or distress to an older person".

Many older adults and many organizations do not limit mistreatment to trust relationships.

According to the WHO report "Missing Voices" older people define abuse in three broad ways, as:

- Neglect: isolation, abandonment and social exclusion
- Violation: of human, legal and medical rights
- Deprivation: of choices, decisions, status, finances and respect

Abuse is commonly categorized as physical, psychological, sexual, or financial, and neglect may be physical, psychological, or financial. Many organizations including the United Nations note abuse and neglect include violation of rights, cultural abuse, and broader systemic issues. Include these where possible.

## Where Can I Find Statistics?

- On the Numbers of Older Adults in My Country?

Many sources available on the Internet carry information on the demographics for a country or region. For example, GESource provides population percentages for over 270 countries around the world. See: [www.gesource.ac.uk/worldguide/](http://www.gesource.ac.uk/worldguide/)

GESource is a free information resource for Geography and the Environment providing high quality Internet resources for students, researchers and practitioners.

It is also helpful to use local, provincial, territorial or state statistics on aging. These are often available through government departments dealing with seniors or aging issues, or through department dealing with statistics.

- On Abuse?

The United Nations (WHO) report notes that so far, large-scale studies on the prevalence of abuse and neglect of older adults have been restricted to developed nations, and the available data are limited. **Available information places the rates of abuse of older adults in the community at 4 to 10 percent.** This is referred to as a lifetime prevalence (happening since they person turned a specific age such as 60 or 65.

## Appendix L

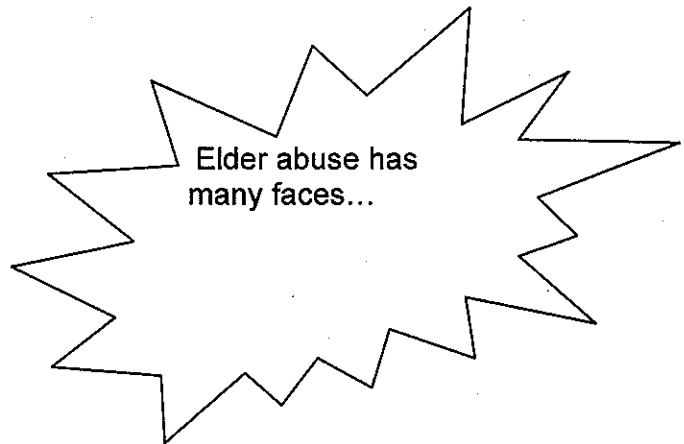
### Tips for Public Service Announcements (PSA)

A Public Service Announcement is a brief message broadcast over radio or television on an important public concern. Radio or television can deliver prevention messages via the mainstream media or ethnic media. Ethnic media can be particularly useful for reaching people who have a limited fluency in country's main language.

In some communities, a television station may be willing to pay for some or all the production costs and may contribute considerable value in airtime over the several years to run the PSA.

#### Steps for PSAs:

- Phone your local radio or television station to see how to get your PSA aired.
- Start with the date and location of the announcement.
- Try to come up with a catchy headline and/or first opening line.
- Use an upbeat, enthusiastic style. Remember a PSA is meant to be heard and not read.
- Include the name and address of your organization or group, the intended audience, the dates you would like your announcement to be aired (e.g. Friday, May to Thursday, June 15).
- Remember to keep it short. PSA's are usually 15 to 30 seconds in length.
- Enter "-30-" at the bottom of your PSA to denote the end of the text.



Close with your organization's name and phone number as the contact person so that media and listeners will know who to contact.

**Planning and Developing Your PSA Messages:** PSAs should try to avoid reinforcing the many common stereotypes about abuse and neglect in later life. Abuse and neglect can affect either older women or older men, as well as older couples. It can occur in community or institutional settings. Most abused older adults are mentally capable, but some are not.

## Appendix M

### Holding an Interfaith Ceremony

Some communities deciding to hold an interfaith ceremony as part of World Awareness Day may want to consider using "The Golden Rule" to highlight freedom from abuse or neglect as well as caring among generations. Below are examples of how the Golden Rule is embodied in many faith traditions throughout the World:

**Buddhism:** *Hurt not others with that which pains yourself.*

**Christianity:** *Do unto others as you would have them do unto you, for this is the law of the prophets.*

**Confucianism:** Tzu-Kung asked: *"Is there one principle upon which one's whole life may proceed?"* The Master replied, *"Is not Reciprocity such a principle? - What you do not yourself desire, do not put before others."*

**Hinduism:** This is the sum of all true righteousness - *Treat others, as thou wouldst thyself be treated. Do nothing to thy neighbour, which hereafter thou wouldst not have thy neighbour do to thee.*<sup>1</sup>

**Islam:** *Do unto all men as you would wish to have done unto you; and reject for others what you would reject for yourself.*

**Judaism:** *What is hurtful to yourself do not do to your fellow man. This is the whole of the Torah and the remainder is but commentary.*

**Native American Spirituality:** *Respect for all, life is the foundation.*<sup>2</sup>

*All things are our relatives; what we do to everything, we do to ourselves. All is really One.*<sup>3</sup>

*Is not the sky a father and the earth a mother and are not all living things with feet or wings or roots their children?*<sup>4</sup>

**Shinto:** *"The heart of the person before you is a mirror. See there your own form"*

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<sup>1</sup> Oneness: Great Principles Shared by all Religions by Jeffrey Moses, Fawcett Columbine, New York: 1989.

<sup>2</sup> The Great Law of Peace

<sup>3</sup> Black Elk

<sup>4</sup> Black Elk.

**Sikhism:** *Compassion-mercy and religion are the support of the entire world".*<sup>5</sup>

*Don't create enmity with anyone as God is within everyone."*<sup>6</sup>

*No one is my enemy, none a stranger and everyone is my friend."*<sup>7</sup>

**Taoism:** *"Regard your neighbor's gain as your own gain, and your neighbor's loss as your own loss."*

**Yoruba:** (Nigeria): *"One going to take a pointed stick to pinch a baby bird should first try it on himself to feel how it hurts."*

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<sup>5</sup> Japji Sahib

<sup>6</sup> Guru Arjan Devji 259

<sup>7</sup> Guru Arjan Dev : AG 1299

## Appendix N

### Building Abuse Awareness Throughout the Year

Abuse and neglect in later life has many facets. Among other things, it is a social, health, equality, justice and human rights issue. As a result, there are many opportunities throughout the year to help build awareness of the different aspects into other nationally and internationally recognized days and initiatives.

(\*) UN recognized day.

#### January

Global Family Day (formerly One Day of Peace and Sharing), January 1 \*

An international day to promote the fact that the world is one family; as well as promoting world peace through cross-cultural connections.

#### March

International Women's Day, March 8 \*

Celebrate the progress made in the rights of women, of all ages.

International Day for the Elimination of Racial Discrimination, March 21 \*

Raise awareness of how racism, intolerance and ageism are often linked.

#### April

World Health Day, April 7 \*

Raise awareness of the impact of abuse and neglect of older adults on individuals, families, communities health and well being.

#### May

International Day of Families, May 15 \*

#### June

World Elder Abuse Awareness Day, June 15

Educate about prevention of abuse of older adults. Celebrate the contributions of older adults and abuse free communities by hosting an event, undertaking an activity or taking action.

#### August

International Day of the World's Indigenous People, August 9

## **September**

International Day of Peace, third Tuesday in September

Work for peaceful resolution of conflicts in your family, your community and in our society.

## **October**

International Day for Older Persons, October 1\*

Honour the contributions older people make to your community.

World Mental Health Day, October 10 \*

Recognize the effects of abuse on mental health. Recognize the positive mental health of effects of caring families and communities, and society.

International Day for the Eradication of Poverty, October 17 \*

Older adults (particularly older women) and children are often the persons most likely to suffer from poverty and neglect.

## **November**

November is Family Violence Prevention Month in many countries

Seek ways to end family violence.

Peace Week, mid November

Think about your personal, family, professional, and community role in living peacefully.

International Day to End Violence Against Women, November 25

Work to end gender violence.

International Day for Tolerance, November 16

## **December**

International Day of Disabled Persons, December 3

Raise awareness of the needs and concerns of disabled people, of all ages.

Human Rights Day, December 10

The United Nations has recognized that abuse, neglect and violence at any age and to any people are human rights issues.

## Appendix O

### Poem

This anonymous poem has been attributed to several sources. It is generally described as having been found among the possessions of an older woman who died in a geriatric ward of a hospital.

### What Do You See?

**What do you see, nurses, what do you see,**  
what are you thinking when you're looking at me?  
A crabby old woman, not very wise,  
uncertain of habit, with faraway eyes.

Who dribbles her food and makes no reply  
when you say in a loud voice, "I do wish you'd try?"  
Who seems not to notice the things that you do,  
and forever is losing a stocking or shoe.

Who, resisting or not, lets you do as you will  
with bathing and feeding, the long day to fill.  
Is that what you're thinking? Is that what you see?  
Then open your eyes, nurse; you're not looking at me.

I'll tell you who I am as I sit here so still,  
as I use at your bidding, as I eat at your will.  
I'm a small child of ten with a father and mother,  
brothers and sisters, who love one another.

A young girl of sixteen, with wings on her feet,  
dreaming that soon now a lover she'll meet.  
A bride soon at twenty-my heart gives a leap,  
remembering the vows that I promised to keep.

At twenty-five now, I have young of my own  
who need me to guide and a secure happy home.  
A woman of thirty, my young now grown fast,  
bound to each other with ties that should last.

At forty my young sons have grown and are gone,  
but my man's beside me to see I don't mourn.

At fifty once more babies play round my knee,  
again we know children, my loved one and me.

Dark days are upon me, my husband is dead;  
I look at the future, I shudder with dread.....  
For my young are all rearing young of their own,  
and I think of the years and the love that I've known.

I'm now an old woman and nature is cruel;  
'tis jest to make old age look like a fool.  
The body, it crumbles, grace and vigour depart,  
there is now a stone where I once had a heart.

But inside this old carcass a young girl still dwells,  
and now and again my battered heart swells.  
I remember the joys, I remember the pain,  
and I'm loving and living life over again.

I think of the years; all too few, gone too fast,  
and accept the stark fact that nothing can last.  
So open your eyes, nurses, open and see,  
not a crabby old woman; look closer - see ME!!

**Anonymous.**



## Appendix P Indicators of Abuse.<sup>8</sup>

Indicators relating to the older person				Indicators relating to the abuser
Physical	Behavioural and emotional	Sexual	Financial	
<ul style="list-style-type: none"> <li>• Says physically assaulted</li> <li>• Unexplained falls and injuries</li> <li>• Burns and bruises in unusual places or of an unusual type</li> <li>• Cuts, finger marks or other evidence of physical restraint</li> <li>• Excessive repeat prescriptions or under usage of medication</li> <li>• Malnourishment or dehydration without an illness-related cause</li> <li>• Evidence of inadequate care or poor standards of hygiene</li> <li>• Person seeks medical attention from a variety of doctors or medical centres</li> </ul>	<ul style="list-style-type: none"> <li>• States has been emotionally abused (belittled, ridiculed)</li> <li>• Change in eating pattern or sleep problems</li> <li>• May be isolated by others</li> <li>• Fear, confusion or air of resignation</li> <li>• Passivity, withdrawal or increasing depression</li> <li>• Helplessness, hopelessness or anxiety</li> <li>• Contradictory statements or other ambivalence not resulting from mental confusion</li> <li>• Reluctance to talk openly</li> <li>• Avoidance of physical, eye or verbal contact with the suspected abuser</li> </ul>	<ul style="list-style-type: none"> <li>• Says has been sexually assaulted</li> <li>• Unexplained changes in behaviour, such as aggression, withdrawal or self-mutilation</li> <li>• Frequent complaints of abdominal pain, or unexplained vaginal or anal bleeding</li> <li>• Recurrent genital infections, or bruises around the breasts or genital area</li> <li>• Torn, stained or bloody underclothes</li> <li>• Sexual behaviour that is out of keeping with the older person's usual relationships and previous personality</li> </ul>	<ul style="list-style-type: none"> <li>• Withdrawals of money that are erratic, or not typical of the older person</li> <li>• Withdrawals of money that are inconsistent with the older person's means</li> <li>• Changing a will or property title to leave house or assets to "new friends or relatives"</li> <li>• Property is missing</li> <li>• Older person "can't find" jewellery or personal belongings</li> <li>• Suspicious activity on credit card account</li> <li>• Lack of amenities, when the older person could afford them</li> <li>• Untreated medical or mental health problems</li> <li>• Level of care is not commensurate with the older person's income or assets</li> </ul>	<p>In a family or other close relationship:</p> <ul style="list-style-type: none"> <li>• Seems excessively concerned or unconcerned</li> <li>• Blames the older person for acts</li> <li>• Behaves aggressively</li> <li>• Treats the older person like a child or in a dehumanized way</li> <li>• Has a history of substance abuse</li> <li>• Has a history of abusing others</li> <li>• Does not want the older person to be interviewed alone</li> <li>• Responds defensively when questioned; may be hostile or evasive</li> </ul> <p>If married to victim:</p> <ul style="list-style-type: none"> <li>• Evidence of marital conflict or marital instability</li> <li>• Male dominance in the family</li> <li>• Economic stress</li> <li>• Poor family functioning</li> </ul> <p>If abuser is a caregiver:</p> <ul style="list-style-type: none"> <li>• Appears tired or stressed</li> <li>• Has been providing care to the older person for a long period of time</li> <li>• Poor pre-existing relationship</li> </ul>

<sup>8</sup> Adapted from World Health Organization (WHO) World Report on Violence and Health. Abuse of elderly

## **Appendix Q**

### **Common Myths about Abuse and Neglect of Older Persons**

1. Abuse and neglect of older adults is rare.
2. Mistreatment in later life only happens to people who are very frail.
3. Some cultures are "immune" to abuse; they always respect their older members.
4. Mistreatment in later life only happens to ...
  - older women
  - older people who are isolated
  - older people with disabilities
5. Sometimes an older person "chooses" to be abused or neglected by staying in an abusive relationship.
6. Most abuse of older adults involves physical abuse.
7. Most abuse of older adults occurs in nursing homes.
8. Most abuse in later life involves stressed families giving care.

## Appendix R

### References and Resources

We would like to thank the great number of local, national, and international organizations who have shown ongoing commitment to raising awareness of aging and rights issues throughout the world.

Many of the materials in this Toolkit have been drawn and adapted from materials they have developed.

Please let us know other resources you have found useful. We may be able to add them to the INPEA website. As well please let us know if we inadvertently omitted to properly acknowledge any resource, and we will correct that.

World Health Organization (WHO) World Report on Violence and Health. Abuse of elderly, Chapter 5, p. 125-149. Online:  
[www.who.int/violence\\_injury\\_prevention/violence/global\\_campaign/en/chap5.pdf](http://www.who.int/violence_injury_prevention/violence/global_campaign/en/chap5.pdf)

World Health Organization (2002) Missing Voices: Views of older persons on elder abuse. WHO/NMH/VIP/02.1  
Online: [http://whqlibdoc.who.int/hq/2002/WHO\\_NMH\\_VIP\\_02.1.pdf](http://whqlibdoc.who.int/hq/2002/WHO_NMH_VIP_02.1.pdf)