

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Wednesday, October 13, 2010
10:00 a.m.**

**Council Chambers
Fort Vermilion, Alberta**

AGENDA

				Page
CALL TO ORDER:	1.	a)	Call to Order	
AGENDA:	2.	a)	Adoption of Agenda	
ADOPTION OF PREVIOUS MINUTES:	3.	a)	Minutes of the September 29, 2010 Regular Council Meeting	9
BUSINESS ARISING OUT OF THE MINUTES:	4.	a) b)		
DELEGATIONS:	5.	a) b) c) d) e)	RCMP – 1:00 p.m. Frank & Tina Goertzen – 1:30 p.m. Erin Duperron (Vet Services) – 1:45 p.m.	25
GENERAL REPORTS:	6.	a) b) c)	Parks & Recreation Committee Meeting Minutes – August 25, 2010 Mackenzie Housing Management Board Minutes – August 23 & 24, 2010	53 59
PUBLIC HEARINGS:	7.	a)	None	

TENDERS:

8. a) Ice-Bridge Tender – 1:00 p.m.
- b) Rural Water Tender – 2:00 p.m.

**COUNCIL
COMMITTEE, CAO
AND DIRECTORS
REPORTS:**

9. a) Council Committee Reports
- b) CAO and Director Reports 71

**CORPORATE
SERVICES:**

10. a) Bylaw 772-10 Rural Water Line Phase I Borrowing Bylaw 77
- b) Tax Notification Default on Payments 81
- c) Finance and Investment Report – September 30, 2010 85
- d) Electoral Boundary Review 99
- e) Drought Meeting 113
- f) Lobby Government Effectively Seminar 117
- g)
- h)
- i)

**OPERATIONAL
SERVICES:**

11. a) High Level East Drainage Project 121
- b) AJA Friesen Water Management Project 131
- c) 2011 Gravel Crushing 133
- d) Tompkins Crossing 183
- e) Airports 205
- f)
- g)

**PLANNING &
DEVELOPMENT:**

- | | | | |
|-----|----|---|-----|
| 12. | a) | Policy DEV001 Urban Development Standards | 207 |
| | b) | Safety Codes Service Contract – Request for Proposals | 215 |
| | c) | Regional Land Use Framework Initiative | 321 |
| | d) | | |
| | e) | | |

**EMERGENCY &
ENFORCEMENT
SERVICES:**

- | | | | |
|-----|----|---|-----|
| 13. | a) | Medical Co-Response (Alberta Health Services) | 335 |
| | b) | | |
| | c) | | |

**INFORMATION /
CORRESPONDENCE:**

- | | | | |
|-----|----|----------------------------------|-----|
| 14. | a) | Information/Correspondence Items | 353 |
|-----|----|----------------------------------|-----|

**IN CAMERA
SESSION:**

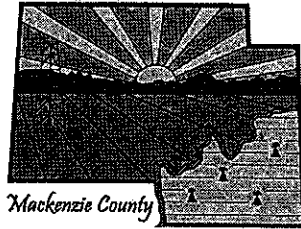
- | | | | |
|-----|----|---------------------------------------|--|
| 15. | a) | Personnel | |
| | b) | Land Negotiations (SRD) | |
| | c) | Dispatch Contract | |
| | d) | Access to SE 26-104-14-W5M | |
| | e) | Range Road 15-2 to RV Park (La Crete) | |
| | f) | | |
| | g) | | |

**NEXT MEETING
DATE:**

- | | | | |
|-----|----|---|--|
| 16. | a) | Regular Council Meeting
Wednesday, October 27, 2010
4:00 p.m.
Council Chambers, Fort Vermilion, AB | |
|-----|----|---|--|

ADJOURNMENT:

- | | | | |
|-----|----|-------------|--|
| 17. | a) | Adjournment | |
|-----|----|-------------|--|



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 13, 2010
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Minutes of the September 29, 2010 Regular Council Meeting

BACKGROUND / PROPOSAL:

Minutes of the September 29, 2010 Regular Council meeting are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

That the minutes of the September 29, 2010 Regular Council meeting be adopted as presented.

Author: C. Gabriel

Review by: _____

CAO

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Wednesday, September 29, 2010
4:00 p.m.**

**Council Chambers
Fort Vermilion, Alberta**

PRESENT:

Greg Newman	Reeve
Walter Sarapuk	Deputy Reeve
Peter F. Braun	Councillor
Dicky Driedger	Councillor
John W. Driedger	Councillor
Ed Froese	Councillor
Bill Neufeld	Councillor
Ray Toews	Councillor (left at 6:15 p.m.)
Lisa Wardley	Councillor
Stuart Watson	Councillor

ABSENT:

ADMINISTRATION:

Joulia Whittleton	Director of Corporate Services
John Klassen	Director of Operations (South)
Marion Krahn	Acting Supervisor of Planning & Development
Carol Gabriel	Executive Assistant
Liane Lambert	Development Officer (North)

ALSO PRESENT: Members of the media and the public.

Minutes of the Regular Council meeting for Mackenzie County held on September 29, 2010 at the Council Chambers in Fort Vermilion, Alberta.

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

Reeve Newman called the meeting to order at 4:00 p.m.

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

MOTION 10-09-776 **MOVED** by Councillor Neufeld

That the agenda be adopted with the following additions:

- 12. g) Bylaw 780-10 Extension and Upgrade to Range Road 15-2 to RV Park (La Crete Rural)
- 15. f) Agricultural Land Sale (SRD)

CARRIED

**ADOPTION OF
PREVIOUS MINUTES:**

3. a) Minutes of the September 14, 2010 Regular Council Meeting

MOTION 10-09-777

MOVED by Councillor Wardley

That the minutes of the September 14, 2010 Regular Council meeting be adopted as presented.

CARRIED

**BUSINESS ARISING
OUT OF THE MINUTES:**

4. a) None

GENERAL REPORTS:

6. a) None

TENDERS:

8. a) None

**COUNCIL COMMITTEE,
CAO AND DIRECTORS
REPORTS:**

9. a) None

**CORPORATE
SERVICES:**

10. a) Bylaw 778-10 Water and Sewer Services

MOTION 10-09-778
Requires 2/3

MOVED by Councillor Wardley

That second reading be given to Bylaw 778/10 being the Water and Sewer Services Bylaw as amended.

CARRIED

MOTION 10-09-779
Requires 2/3

MOVED by Councillor Froese

That third reading be given to Bylaw 778/10 being the Water and Sewer Services Bylaw as amended.

CARRIED UNANIMOUSLY

DELEGATIONS:

**5. a) Town of Rainbow Lake – 4:15 p.m.
Revenue Sharing Agreement**

Deputy Mayor Rose Cretney and Chief Administrative Officer Rosemary Offrey were present for the signing of the Revenue Sharing Agreement with Mackenzie County.

10. b) FIN023 Policy Local Improvement Charge Cancellation

MOTION 10-09-780

Requires 2/3

MOVED by Councillor Toews

That the local improvement levy of \$530.12 for the roll 105963 be written off and the \$31.81 penalty be voided.

CARRIED

MOTION 10-09-781

Requires 2/3

MOVED by Councillor Watson

That Policy FIN023 be amended to include local improvement on property under roll 105963 of the Fort Vermilion Area Board of Trade.

CARRIED

10. c) Finance and Investment Report – August 31, 2010

MOTION 10-09-782

MOVED by Councillor Braun

That the financial reports for the period ended August 31, 2010 be accepted for information.

CARRIED

10. e) Electoral Boundary Review

MOTION 10-09-783

MOVED by Councillor Neufeld

That the Electoral Boundary Review be TABLED.

CARRIED

10. d) 2011 Budget Update

MOTION 10-09-784

MOVED by Councillor J. Driedger

That the 2011 budget update be received for information.

CARRIED

10. g) 2010 Municipal Census

MOTION 10-09-785

MOVED by Councillor Braun

That administration post the County's 2010 municipal unofficial census results as presented.

CARRIED

10. h) October 13, 2010 Regular Council Meeting

MOTION 10-09-786

MOVED by Councillor Froese

That the October 13, 2010 regular council meeting be held at 10:00 a.m. in the Fort Vermilion Council Chambers.

CARRIED

5. e) Fort Vermilion Water Spray Park – 4:30 p.m.

MOTION 10-09-787

MOVED by Councillor Froese

That the request by the Fort Vermilion Recreational Board be approved to release the \$40,000 designated for the Fort Vermilion Water Spray Park project with the matching funds coming from the Laran Eek Memorial Fund on July 1, 2011.

CARRIED

PUBLIC HEARINGS:

7. a) Bylaw 755-10 Road Closure – Fort Vermilion Airport SE 28-108-12-W5M (Fort Vermilion Rural)

Reeve Newman called the public hearing for Bylaw 755-10 to order at 4:51 p.m.

Reeve Newman asked if the public hearing for proposed Bylaw 755-10 was properly advertised. Marion Krahn, Acting Supervisor of Planning and Development, answered that the bylaw was advertised in accordance with the Municipal Government Act.

Reeve Newman asked the Development Authority to outline the proposed road closure bylaw. Marion Krahn, Acting Supervisor of Planning and Development, presented the Development Authority's submission and indicated that first reading was given on March 9, 2010.

Reeve Newman asked if Council has any questions of the proposed road closure bylaw. There were no questions.

Reeve Newman asked if any submissions were received in regards to proposed Bylaw 755-10. No submissions were received.

Reeve Newman asked if there was anyone present who would like to speak in regards to the proposed Bylaw 755-10. No one

was present to speak to the proposed bylaw.

Reeve Newman closed the public hearing for Bylaw 755-10 at 4:52 p.m.

MOTION 10-09-788

MOVED by Councillor Toews

That second reading be given to Bylaw 755-10 being a road closure bylaw to close and consolidate a portion of undeveloped road allowance east of SE 28-108-12-W5M, lying within the limits of Plan 102 ____.

CARRIED

MOTION 10-09-789

MOVED by Deputy Reeve Sarapuk

That third reading be given to Bylaw 755-10 being a road closure bylaw to close and consolidate a portion of undeveloped road allowance east of SE 28-108-12-W5M, lying within the limits of Plan 102 ____.

CARRIED

5. d) Larry Neufeld – Chair, Council Remuneration Review Committee – 5:45 p.m.

10. f) Council Remuneration Review Committee

MOTION 10-09-790

MOVED by Councillor Wardley

That first reading of Bylaw 779-10 being the honorariums and expense reimbursement bylaw for Councillors and approved committee members be TABLED to the organizational meeting.

CARRIED

Reeve Newman recessed the meeting at 5:20 p.m. and reconvened the meeting at 5:28 p.m.

5. b) DMI – 2010 General Development Plan
5:00 p.m.

MOTION 10-09-791

MOVED by Councillor J. Driedger

That the presentation by Daishowa Marubeni International Ltd. Peace River Pulp Division on their 2010 General Development Plan be received for information.

CARRIED

5. c) L & P Disposals – 5:30 p.m.

11. c) Waste Hauling Contract

MOTION 10-09-792

MOVED by Councillor Watson

That the request by L & P Disposals for a one year extension on their Waste Hauling contract be accepted.

DEFEATED

MOTION 10-09-793

MOVED by Councillor J. Driedger

That administration revise the waste hauling contract and bring back to Council for approval on October 27, 2010.

CARRIED

Reeve Newman recessed the meeting at 6:11 p.m. and reconvened the meeting at 6:49 p.m. with all members present except Councillor Toews.

MOTION 10-09-794

MOVED by Councillor Braun

That the Waste Management Commission members, administration, and the larger transfer station operators be authorized to develop a Waste hauling contract to be brought back to Council for review.

CARRIED

10. i) Think Local Market Initiative

MOTION 10-09-795

MOVED by Councillor Wardley

That the Manager of Economic Development & Community Services with the County of Northern Lights be invited to a Council meeting to discuss the Think Local Market Initiative.

CARRIED

10. j) Fort Vermilion Dressing Room Addition Project (RInC Program)

MOTION 10-09-796

Requires 2/3

MOVED by Deputy Reeve Sarapuk

That the budget be amended to include up to a maximum of \$350,000 and be subject to one third (\$116,690) from the RInC Program and two thirds (\$233,310) from the General Capital Reserve for the Fort Vermilion Dressing Room Addition Project.

CARRIED

**OPERATIONAL
SERVICES:**

**11. a) Policy PW026 – License Agreement for Undeveloped
Road Allowance**

MOTION 10-09-797

MOVED by Councillor J. Driedger

That administration revise Policy PW026 as discussed and bring back to Council for approval.

CARRIED

11. b) Tompkins Landing Ice Bridge

MOTION 10-09-798

MOVED by Councillor Wardley

That the Ice Bridge Contract be adopted as presented.

Councillor J. Driedger requested a recorded vote.

In Favor:

Councillor Wardley
Councillor Watson
Deputy Reeve Sarapuk

Opposed:

Councillor D. Driedger
Councillor J. Driedger
Reeve Newman
Councillor Braun
Councillor Froese
Councillor Neufeld

DEFEATED

MOTION 10-09-799

MOVED by Councillor Neufeld

That the Ice Bridge Contract be adopted as amended with the deletion of 2.3 (5).

CARRIED

Reeve Newman recessed the meeting at 7:55 p.m. and reconvened the meeting at 8:03 p.m.

11. d) Rural Water Line Project

MOTION 10-09-800

MOVED by Councillor Wardley

That Council approve tendering the Rural Water Line Project and close tenders on October 13, 2010.

CARRIED

MOTION 10-09-801

MOVED by Reeve Newman

That Council approve tendering the rural water Booster Station and Truck Fill and close tenders on January 11, 2011.

CARRIED

11. e) Gravel Crushing 2011

MOTION 10-09-802

MOVED by Councillor Wardley

That the 2011 gravel crushing contract be TABLED to the next meeting.

CARRIED

11. f) High Level East Water Management Project

MOTION 10-09-803

MOVED by Councillor J. Driedger

That the High Level East Water Management tender be TABLED to the next meeting.

CARRIED

**PLANNING AND
DEVELOPMENT:**

**12. a) Bylaw 764-10 Road Closure - Maree Vervoort
(High Level Rural)**

MOTION 10-09-804

MOVED by Councillor Wardley

That second reading be given to Bylaw 764-10 being a road closure bylaw to close and sell a portion of government road allowance between NW 4-109-17-W5M and NE 5-109-17-W5M.

CARRIED

MOTION 10-09-805

MOVED by Councillor Braun

That third reading be given to Bylaw 764-10 being a road closure bylaw to close and sell a portion of government road allowance between NW 4-109-17-W5M and NE 5-109-17-W5M.

CARRIED

12. b) Bylaw 767-10 Road Closure

**All that Portion of Road and Corner Cut-Offs Lying
within Plan 082 9175 (Knelsen Sand and Gravel
Subdivision) (La Crete)**

MOTION 10-09-806

MOVED by Councillor Neufeld

That second reading be given to Bylaw 767-10, being a Road Closure Bylaw for the closure and sale of all that portion of Internal Subdivision Road Allowance lying adjacent to and east of Plan 082 9175, Block 38, Lots 1, 2 and 3PUL for the purpose of reverting the lands back into Part of SW 9-106-15-W5M, from which it was taken.

CARRIED

MOTION 10-09-807

MOVED by Councillor Braun

That third reading be given to Bylaw 767-10, being a Road Closure Bylaw for the closure and sale of all that portion of Internal Subdivision Road Allowance lying adjacent to and east of Plan 082 9175, Block 38, Lots 1, 2 and 3PUL for the purpose of reverting the lands back into Part of SW 9-106-15-W5M, from which it was taken.

CARRIED

**12. c) Bylaw 776-10 Land Use Bylaw Amendment to
Rezone Part of NW 3-106-15-W5M from Hamlet
Commercial District 1 "HC1" and Hamlet Commercial
District 2 "HC2" to Hamlet Country Residential District
1 "HCR1" (La Crete)**

MOTION 10-09-808

MOVED by Councillor J. Driedger

That first reading be given to Bylaw 776-10 being a Land Use Bylaw amendment to rezone Part of NW 3-106-15-W5M, south of Plan 082 5877, Block 3, Lot 1 to the south boundary of NW 3-106-15-W5M and east of 100th Street to the undeveloped 99th Street, from Hamlet Commercial District 1 (HC1) and Hamlet Commercial District 2 (HC2) to Hamlet Country Residential District 1 (HCR1).

CARRIED

12. d) 13-SUB-09 Ronald & Donna Lambert

**Subdivision Time Extension on SW 7-109-13-W5M
(Rocky Lane)**

MOTION 10-09-809

MOVED by Councillor Wardley

That the Time Extension request for Subdivision 13-SUB-09 in the name of Ronald and Donna Lambert, on SW 7-109-13-W5M, be GRANTED for one year to expire on September 29, 2011.

CARRIED

12. e) 23-SUB-09 Randy and Lorraine Renauer (High Level Rural)

MOTION 10-09-810

MOVED by Deputy Reeve Sarapuk

That administration explore all options and bring back a recommended action for Council in regards to 23-SUB-09 (Randy and Lorraine Renauer).

CARRIED

12. f) 2010 Alberta Development Officers Association Conference

MOTION 10-09-811

MOVED by Councillor Froese

That Councillor J. Driedger be authorized to attend the 2010 Alberta Development Officers Association Conference in Lloydminster from October 4 – 7, 2010 with funds coming from the Planning and Development operating budget.

CARRIED

12. g) Bylaw 780-10 Extension and Upgrade to Range Road 15-2 to RV Park (La Crete Rural) (ADDITION)

MOTION 10-09-812

Requires Unanimous

MOVED by Councillor J. Driedger

That first reading be given to Bylaw 780-10 being an off-site levy bylaw for the extension and upgrade to Range Road 15-2 to RV Park (La Crete Rural) as amended.

CARRIED

**EMERGENCY AND
ENFORCEMENT
SERVICES:**

13. a) None

**INFORMATION/
CORRESPONDENCE**

14. a) Information/Correspondence

MOTION 10-09-813

MOVED by Councillor Wardley

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

CARRIED

IN CAMERA SESSION:

MOTION 10-09-814

MOVED by Councillor Froese

That Council move in-camera to discuss issues under the Freedom of Information and Protection of Privacy Regulations 18 (1) at 8:42 p.m.

- 15. a) Personnel
- 15. b) CAO Recruitment
- 15. c) Land Purchase in the Hamlet of Zama
- 15. d) Veterinary Services Negotiations
- 15. e) Intensive Livestock Sighting Negotiations
- 15. f) Agricultural Land Sale (SRD)

CARRIED

MOTION 10-09-815

MOVED by Councillor Wardley

That Council move out of camera at 10:32 p.m.

CARRIED

IN CAMERA SESSION:

15. a) Personnel

MOTION 10-09-816

MOVED by Councillor Neufeld

That the personnel update be received for information.

CARRIED

15. b) CAO Recruitment

MOTION 10-09-817

MOVED by Councillor Froese

That Council authorize Activation Analysis to proceed with CAO contract negotiations as discussed.

CARRIED

15. c) Land Purchase in the Hamlet of Zama

MOTION 10-09-818

Requires 2/3

MOVED by Councillor Wardley

That the 2010 Capital Budget be amended to include \$140,000 towards the land purchase in the Hamlet of Zama with funding coming from the General Capital Reserve.

CARRIED

MOTION 10-09-819

MOVED by Deputy Reeve Sarapuk

That administration proceed with the land purchase in the Hamlet of Zama with the maximum offer per lot as discussed.

CARRIED

MOTION 10-09-820

MOVED by Councillor Braun

That all mobile home parks be treated fairly in Mackenzie County.

CARRIED

15. d) Veterinary Services Negotiations

MOTION 10-09-821

MOVED by Reeve Newman

That administration determine the cost of refurbishing or replacement of the vet clinic and that the Veterinary Advisory Committee negotiate an equitable agreement with the vet as discussed.

CARRIED

15. e) Intensive Livestock Site Negotiations

MOTION 10-09-822

MOVED by Councillor Neufeld

That the County respond to the questions by NRCB regarding the intensive livestock site negotiations and outline resident concerns.

CARRIED

15. f) Agricultural Land Sale (SRD)

MOTION 10-09-823

MOVED by Councillor Wardley

That the County advise Sustainable Resource Development that the County's option is to move forward with the agricultural land sales through the public auction process in stages.

CARRIED

NEXT MEETING DATE:

16. a) Regular Council Meeting
Wednesday, October 13, 2010
10:00 a.m.
Council Chambers, Fort Vermilion, AB

ADJOURNMENT:

17. a) Adjournment

MOTION 10-09-824

MOVED by Councillor D. Driedger

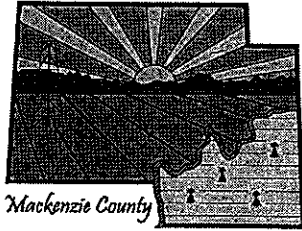
That the Council meeting be adjourned at 10:42 p.m.

CARRIED

These minutes will be presented to Council for approval on October 13, 2010.

Greg Newman
Reeve

William Kostiw
Chief Administrative Officer



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 13, 2010
Presented By:	William Kostiw, Chief Administrative Officer
Title:	DELEGATION RCMP – 1:00 p.m.

BACKGROUND / PROPOSAL:

The RCMP will be in attendance to discuss crime statistics within the municipality. A copy of their report is attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

That the RCMP report be received for information.

Author: C. Gabriel

Reviewed By: _____

CAO

Royal Canadian Mounted Police

Fort Vermilion Detachment
Mackenzie Regional Enhanced Position

Month End Report for September 2010

The RCMP Mackenzie County Enhance Position Member's worked a total of 248 Hours this month dedicated to the La Crete area. Patrols included Moving Traffic Enforcement, visibility in the community during peak hours, and attending public complaints. Four schools visits were conducted by the members.

46 calls for service were received and investigated by the Enhanced Position Member's from the La Crete area.

Members investigated a fatal Off-Highway Vehicle Collision involving a youth. A youth was driving an ATV, when the youth lost control of the ATV. The youth was seriously injured and succumbed to his injuries. No charges were laid.

Members investigated a credit card fraud after being notified by RCMP British Columbia, Commercial Crime. The fraud involved three males from British Columbia using stolen credit card's to order items over the phone and have the items shipped via Greyhound. One local business in La Crete fell victim to the fraud. Members worked with RCMP British Columbia over two days and arrest one male in Chilliwack, British Columbia on possession of property obtained by crime. There have been seven similar occurrences over the province of Alberta involving the same three males. RCMP British Columbia is preparing to charge the three involved on other fraud occurrences.

Members investigated a mischief that occurred in the Country Grill parking lot. Two citizens used the back alley to the Country Grill, which is adjacent to the Motel. The two citizens parked there vehicles on the south side of the Country Grill building. When they returned to there vehicles, both driver side tires were slashed on both vehicles. Members have a suspect. Investigation continues.

There were two males charged with impaired driving.

There is a theft from a business still being investigated. Theft over \$5000, approx. \$25,000.

37 Provincial Violation Tickets were issued this month for offences under the Traffic Safety Act, Use of Highway and Rules of the Road Regulations, Vehicle Equipment Regulations and etc.

12 Motor Vehicle Collisions were investigated.

Peace River Traffic services patrolled La Crete and area on September 18th with 2 members and issued over 10 Provincial Violation Tickets.

Enhanced Position Members

- 12 - MVC
- 2 - Impaired Drivers
- 2 - Assaults
- 1- Assault with a weapon
- 2- Abandoned vehicles
- 2 - Mischiefs
- 1 - OHV Fatal
- 3 - Lost D.L.
- 1 - Fraud Under \$5000
- 1 - Uttering Threats
- 1- False Alarm
- 2 - Disturbing the Peace
- 2 - Bylaw Offences
- 1 - Suspicious Vehicle

RCMP Fort Vermilion Detachment (Investigations in La Crete)

- 2 - Sudden Deaths
- 3 - 911 Hang Ups
- 1 - Mischief
- 1 - Liquor Act
- 2 - Bylaw Offences
- 1 - MVC
- 1 - Firearms Act
- 1 - Assist Agency
- 1 - Information File
- 1- Impaired Investigation
- 1 - Crime Prevention

La Crete Support Staff

- Provided information to a citizen's
- Customer provided a statement
- Transcribed statements (4.0 hrs)
- Administration work (4.0 hrs)
- Typed out Business Directory Business Directory
- Copied a file to be mailed
- 50 (approx) - phone calls and messages
- 3 - Collision Reports
- 3 - Criminal Record Checks
- 3 - Lost D.L's

Submitted by: Cst. T.A. CLEVELAND Reg # 56442

September 2010 Police Report

RCMP in Fort Vermilion responded to 307 calls for service during the month of September, 2010

The following is a breakdown of stats:

13	Traffic collisions with property damage only
2	Traffic collision with non fatal injuries
1	Traffic collision - fatal
54	Traffic Violations Issued
8	Impaired Operation of a Motor Vehicle
1	Check Stops
1	Municipal Traffic
7	Liquor Act
1	Litter Act
1	Fire Prevention Act
1	Mental Health Act
5	911 Act
1	Other Provincial Statutes
1	Municipal Bylaws
1	Trespassing Act
1	Coroner's Act
1	Other Federal Statutes
8	Other Criminal Code Files
32	Prisoners Held
1	Prisoners Escorted
4	Written Traffic Warning
23	Victim Services offered
4	YCJA offences
1	Possession of a Offensive Weapon
2	Careless use of a Firearm
1	Public Mischief
1	Criminal Harassment
2	Uttering Threats
1	Sexual Assault
3	Sexual Interference
3	Harassing Phone Call
2	Utter Threats
13	Assault
1	Theft under \$5000
5	Theft of a motor vehicle
18	Mischief
1	Fraud
2	Break and Enter - Residence or Business
61	Criminal Record Checks
2	Person's Reported Missing
1	Crime Prevention
7	False/ Abandoned 911 Call
1	Assistance to General Public
7	Lost and Found
3	Abandoned Vehicle
2	Suspicious Person/ Vehicle/ Property
2	False Alarms
1	Assist General Public

Fort Vermilion RCMP will be actively monitoring the Alberta Traffic Safety Plan Initiative for the month of September which is Occupant Restraints. Operation Impact will from October 8th to the 11th.

-30-

Media contact - S/Sgt. Tom Love
Fort Vermilion RCMP Detachment
780-927-3258

Occurrence Stats (All Violations)

: K : WESTERN ALBERTA : Fort Vermilion : MAC

All codes

Mayor's Report
From 2010/07/01 to 2010/09/30

Violation group - Traffic Offences - Traffic Accidents				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9930 0020 Traffic Collision(s) - Non - Fatal Injury	7	0	7	1	6	100.0%
9930 0030 Traffic Collision(s) - Property Damage - Reportable	28	0	28	1	27	100.0%
9930 0040 Traffic Collision(s) - Property Damage - Non - Reportab...	2	0	2	0	2	100.0%
	37	0	37	2	35	100.0%

Violation group - Traffic Offences - Provincial Traffic Offences				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9510 0010 Fail to Stop or Remain at Accident Scene (Provincial/Te...	1	0	1	0	0	0.0%
9520 0010 Dangerous Driving (Provincial/Territorial)	3	0	3	1	2	100.0%
9530 0010 Driving While Disqualified or License Suspension (Provi...	1	0	1	1	0	100.0%
9900 0010 Non-Moving Traffic - Occupant Restraint/Seatbelt Violat...	5	0	5	5	0	100.0%
9900 0020 Moving Traffic - Intersection Related Violations - Prov...	6	0	6	6	0	100.0%
9900 0030 Moving Traffic - Speeding Violations - Provincial/Terri...	42	0	42	42	0	100.0%
9900 0040 Other Moving Traffic Violations - Provincial/Territoria...	32	1	31	9	9	58.1%
9900 0050 Motor Vehicle Insurance Coverage Violations-Provincial/...	4	0	4	4	0	100.0%
9900 0060 Parking Offences (Provincial/Territorial)	2	0	2	0	2	100.0%
9900 0070 Other Non-Moving Traffic - Provincial/Territorial	25	0	25	22	1	92.0%
9910 0010 Roadside Suspensions - alcohol related - No grounds to ...	3	0	3	0	3	100.0%
9910 0030 Drivers Licence Suspensions - By Police	1	0	1	1	0	100.0%
	125	1	124	91	17	87.1%

Violation group - Traffic Offences - Other Traffic Related Duties				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9960 0020 Checkstop	2	0	2	2	0	100.0%
	2	0	2	2	0	100.0%

Violation group - Traffic Offences - Other Criminal Code Traffic Offences				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9320 0010 Driving while disqualified/prohibited	2	0	2	2	0	100.0%
	2	0	2	2	0	100.0%

Violation group - Traffic Offences - Off-road Vehicle Collisions				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9940 0010 Off-Road Vehicle Collision - Fatal	1	0	1	0	1	100.0%
9940 0020 Off-Road Vehicle Collision - Non-Fatal Injury	2	0	2	0	2	100.0%
	3	0	3	0	3	100.0%

Occurrence Stats (All Violations)

: K : WESTERN ALBERTA : Fort Vermilion : MAC

All codes

Mayor's Report
From 2010/07/01 to 2010/09/30

Violation group - Traffic Offences - Municipal By-laws				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9950 0010 Municipal Bylaws - Traffic	2	0	2	0	1	50.0%
	2	0	2	0	1	50.0%
Violation group - Traffic offences - Impaired Operation Related Offences				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9230 0010 Impaired Operation (by Alcohol) of Motor Vehicle	8	3	5	2	1	60.0%
9230 0015 Impaired Operation of Motor Vehicle over 80mg.	3	0	3	3	0	100.0%
9230 0050 Impaired Care & Control over 80 mg% of Motor Vehicle	1	0	1	1	0	100.0%
	12	3	9	6	1	77.8%
Violation group - Traffic offences - Dangerous Operation of Motor Veh./Vessel/Aircraft				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9130 0010 Dangerous operation of Motor Vehicle	5	0	5	3	1	80.0%
9133 0010 Operation of Motor Vehicle while being pursued by polic...	1	0	1	0	0	0.0%
	6	0	6	3	1	66.7%
Violation group - Provincial Statutes {except traffic}				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
7300 0012 Liquor Act (Provincial/Territorial) - Offences Only	4	0	4	1	2	75.0%
7300 0120 Off-Road Vehicle Act - Offences Only	1	0	1	0	0	0.0%
7300 0180 Trespass Act - Provincial/Territorial - Offences Only	1	0	1	0	0	0.0%
8840 0291 Child Welfare Act - Other Activities	1	0	1	0	1	100.0%
8840 0297 Coroner's Act - Sudden Death/Other Activities	3	0	3	0	2	66.7%
8840 0301 Dog Act - Other Activities	1	0	1	0	1	100.0%
8840 0311 Fire Prevention Act - Other Activities	1	0	1	0	1	100.0%
8840 0336 Mental Health Act - Other Activities	7	0	7	0	7	100.0%
8840 0341 911 Act - Other Activities	11	0	11	5	6	100.0%
8840 0346 Off-Road Vehicle Act - Other Activities	2	0	2	0	0	0.0%
8840 0376 Trespass Act - Provincial/Territorial - Other Activitie...	1	0	1	0	1	100.0%
	33	0	33	6	21	81.8%
Violation group - Provincial Statutes - Municipal By-laws				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9955 0010 Municipal Bylaws - Other	3	0	3	0	3	100.0%
	3	0	3	0	3	100.0%
Violation group - Other Federal Statutes - Firearms Act				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8840 0391 Firearms Act - Other Activities	1	0	1	0	0	0.0%
	1	0	1	0	0	0.0%

Occurrence Stats (All Violations)

: K : WESTERN ALBERTA : Fort Vermilion : MAC
All codes

Mayor's Report
From 2010/07/01 to 2010/09/30

Violation group - Other Criminal Code - Other Criminal Code				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
3410 0010 Failure to comply with condition of undertaking or reco...	1	0	1	1	2	300.0%
3410 0016 Fail to comply/appear - Appearance Notice/PTA/Recogniza...	3	0	3	2	0	66.7%
3410 0017 Fail to Comply with an Undertaking	1	0	1	1	0	100.0%
3410 0025 Breach of Recognizance to Keep the Peace	1	0	1	1	0	100.0%
3430 0010 Disturbing the peace	30	1	29	0	19	65.5%
3510 0010 Fail to attend court	3	0	3	3	0	100.0%
	39	1	38	8	21	76.3%

Violation group - Other Criminal Code - Offensive Weapons				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
3375 0010 Possession of weapon for dangerous purpose	0	0	0	1	0	0.0%
3375 0050 Unauthorized possession of a firearm/prohibited weapon ...	1	0	1	1	0	100.0%
3395 0010 Unsafe storage of firearms	4	0	4	4	0	100.0%
	5	0	5	6	0	120.0%

Violation group - Other Criminal Code - Offences Against Morals				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
3460 0010 Corrupting morals	1	0	1	1	0	100.0%
	1	0	1	1	0	100.0%

Violation group - Other Criminal Code - Corruption				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
3730 0200 Public Mischief	1	0	1	0	1	100.0%
	1	0	1	0	1	100.0%

Violation group - National Survey Codes				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8999 3006 Request for Service of Legal Document - Warrant Other t...	4	0	4	4	0	100.0%
8999 3012 Search warrant executed-Positive	1	0	1	1	0	100.0%
8999 3057 Prisoners Held	20	0	20	11	9	100.0%
8999 3058 Prisoners Escorted	1	0	1	1	0	100.0%
8999 3064 Written Traffic Offence Warnings - Provincial/Territori...	8	0	8	6	2	100.0%
8999 3065 Victim Services Offered - Accepted	6	0	6	4	2	100.0%
8999 3066 Victim Services Offered - Declined	45	2	43	3	25	65.1%
	85	2	83	30	38	81.9%

Violation group - Crimes Against the Person - Sexual Offences				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
1330 0010 Sexual Assault	2	0	2	2	0	100.0%

Occurrence Stats (All Violations)

: K : WESTERN ALBERTA : Fort Vermilion : MAC
All codes

Mayor's Report
From 2010/07/01 to 2010/09/30

Violation group - Crimes Against the Person - Sexual Offences				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
1345 0010 Sexual Interference	1	1	0	0	0	0.0%
	3	1	2	2	0	100.0%
Violation group - Crimes Against the Person - Robbery/Extortion/Harassment/Threats				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
1625 0010 Criminal Harassment	1	1	0	0	0	0.0%
1626 0020 Harassing phone calls	4	0	4	0	4	100.0%
1627 0010 Uttering threats against a person	6	0	6	2	3	83.3%
	11	1	10	2	7	90.0%
Violation group - Crimes Against the Person - Offences Related to Death				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
1630 0010 Mischief - causing danger to life	2	0	2	0	0	0.0%
1630 0030 Abandon Child	1	1	0	0	0	0.0%
	3	1	2	0	0	0.0%
Violation group - Crimes Against the Person - Assaults (including sexual assaults)				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
1400 0010 Assault	6	0	6	3	2	83.3%
	6	0	6	3	2	83.3%
Violation group - Crimes Against Property - Theft under \$5000.00				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
2140 0011 Other theft under \$5000	2	0	2	1	0	50.0%
2141 0021 Theft of truck under or equal to \$5000	1	0	1	0	0	0.0%
2141 0026 Theft of minivan under or equal to \$5000	1	0	1	1	0	100.0%
2141 0041 Theft of other motor vehicle under or equal to \$5000	3	1	2	0	0	0.0%
2141 0091 Taking motor vehicle/vessel under or equal to \$5000 wit...	1	0	1	0	1	100.0%
2142 0011 Theft under or equal to \$5000 From a motor vehicle	3	0	3	1	0	33.3%
2143 0010 Theft under or equal to \$5000 - Shoplifting	1	0	1	0	1	100.0%
	12	1	11	3	2	45.5%
Violation group - Crimes Against Property - Theft over \$5000.00				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
2130 0110 Theft from mail over \$5000	1	0	1	0	1	100.0%
2131 0021 Theft of truck over \$5000	1	0	1	0	0	0.0%
	2	0	2	0	1	50.0%

Occurrence Stats (All Violations)

: K : WESTERN ALBERTA : Fort Vermilion : MAC
All codes

Mayor's Report
From 2010/07/01 to 2010/09/30

Violation group - Crimes Against Property - Mischief				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
2170 0070 Mischief - Damage to, or Obstruct enjoyment of property	26	0	26	1	10	42.3%
	26	0	26	1	10	42.3%
Violation group - Crimes Against Property - Fraud				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
2160 0070 Fraud (money/property/security) greater than \$5000	1	1	0	0	0	0.0%
2160 0075 Fraud (money/property/security) less than or equal to \$...	1	0	1	0	1	100.0%
3420 0020 Counterfeit money: buy/possess/import	1	1	0	0	0	0.0%
	3	2	1	0	1	100.0%
Violation group - Crimes Against Property - Break and Enter				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
2120 0040 Break and Enter - Other	2	0	2	0	1	50.0%
	2	0	2	0	1	50.0%
Violation group - Common Police Activities - Related Police Activities				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8550 0010 Index Checks	185	0	185	0	7	3.8%
8550 0020 Abandoned Vehicles	8	0	8	0	7	87.5%
8550 0030 Suspicious Person/ Vehicle/ Property	2	0	2	0	1	50.0%
8550 0040 Animal Calls	2	0	2	0	2	100.0%
8550 0050 False Alarms	7	0	7	0	7	100.0%
8550 0060 Items Lost/Found - except passports	18	0	18	0	14	77.8%
8550 0170 J,K & M Div Only - False/Abandoned 911 Call	18	0	18	0	16	88.9%
	240	0	240	0	54	22.5%
Violation group - Common Police Activities - Assistance to General Public				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8545 0130 Assistance to General Public	2	0	2	0	2	100.0%
8550 0080 Person Reported Missing	5	0	5	0	5	100.0%
8550 0101 Request to locate individual	4	0	4	0	4	100.0%
	11	0	11	0	11	100.0%

Occurrence Stats (All Violations)

: K : WESTERN ALBERTA : Fort Vermilion : MAC
All codes

Mayor's Report
From 2010/07/01 to 2010/09/30

Violation group - Common Police Activities - Assistance Files				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8545 0020 Assistance to Canadian Provincial/Territorial Dept/Agen...	1	0	1	0	1	100.0%
	1	0	1	0	1	100.0%
Totals	677	13	664	168	232	60.2%

Occurrence Stats (All Violations)

: K : WESTERN ALBERTA : Fort Vermilion
All codes

Mayor's Report
From 2010/07/01 to 2010/09/30

Violation group - Traffic Offences - Traffic Accidents				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9930 0020 Traffic Collision(s) - Non - Fatal Injury	7	0	7	1	6	100.0%
9930 0030 Traffic Collision(s) - Property Damage - Reportable	28	0	28	1	27	100.0%
9930 0040 Traffic Collision(s) - Property Damage - Non - Reportab...	2	0	2	0	2	100.0%
	37	0	37	2	35	100.0%

Violation group - Traffic Offences - Provincial Traffic Offences				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9510 0010 Fail to Stop or Remain at Accident Scene (Provincial/Te...	1	0	1	0	0	0.0%
9520 0010 Dangerous Driving (Provincial/Territorial)	4	0	4	1	2	75.0%
9530 0010 Driving While Disqualified or License Suspension (Provi...	2	0	2	1	1	100.0%
9900 0010 Non-Moving Traffic - Occupant Restraint/Seatbelt Violat...	5	0	5	5	0	100.0%
9900 0020 Moving Traffic - Intersection Related Violations - Prov...	6	0	6	6	0	100.0%
9900 0030 Moving Traffic - Speeding Violations - Provincial/Terri...	43	0	43	42	0	97.7%
9900 0040 Other Moving Traffic Violations - Provincial/Territoria...	40	1	39	10	13	59.0%
9900 0050 Motor Vehicle Insurance Coverage Violations-Provincial/...	8	0	8	6	1	87.5%
9900 0060 Parking Offences (Provincial/Territorial)	2	0	2	0	2	100.0%
9900 0070 Other Non-Moving Traffic - Provincial/Territorial	32	0	32	27	3	93.5%
9910 0010 Roadside Suspensions - alcohol related - No grounds to ...	3	0	3	0	3	100.0%
9910 0030 Drivers Licence Suspensions - By Police	2	0	2	2	0	100.0%
	148	1	147	100	25	85.0%

Violation group - Traffic Offences - Other Traffic Related Duties				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9960 0020 Checkstop	2	0	2	2	0	100.0%
	2	0	2	2	0	100.0%

Violation group - Traffic Offences - Other Criminal Code Traffic Offences				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9310 0020 Failure to stop or remain - person injured	1	0	1	1	0	100.0%
9320 0010 Driving while disqualified/prohibited	2	0	2	2	0	100.0%
	3	0	3	3	0	100.0%

Violation group - Traffic Offences - Off-road Vehicle Collisions				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9940 0010 Off-Road Vehicle Collision - Fatal	1	0	1	0	1	100.0%
9940 0020 Off-Road Vehicle Collision - Non-Fatal Injury	2	0	2	0	2	100.0%
	3	0	3	0	3	100.0%

Occurrence Stats (All Violations)

: K : WESTERN ALBERTA : Fort Vermillion
All codes

Mayor's Report
From 2010/07/01 to 2010/09/30

Violation group - Traffic Offences - Municipal By-laws				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9950 0010 Municipal Bylaws - Traffic	2	0	2	0	1	50.0%
	2	0	2	0	1	50.0%
Violation group - Traffic offences - Impaired Operation Related Offences				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9210 0010 Impaired Operation (by Alcohol) of Motor Vehicle Causin...	1	0	1	0	0	0.0%
9230 0010 Impaired Operation (by Alcohol) of Motor Vehicle	21	5	16	2	2	25.0%
9230 0015 Impaired Operation of Motor Vehicle over 80mg.	6	0	6	6	0	100.0%
9230 0050 Impaired Care & Control over 80 mg% of Motor Vehicle	1	0	1	1	0	100.0%
	29	5	24	9	2	45.8%
Violation group - Traffic offences - Dangerous Operation of Motor Veh./Vessel/Aircraft				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9120 0010 Dangerous Operation of Motor Vehicle Causing Bodily Har...	1	0	1	1	0	100.0%
9130 0010 Dangerous operation of Motor Vehicle	5	0	5	3	1	80.0%
9133 0010 Operation of Motor Vehicle while being pursued by polic...	2	0	2	1	0	50.0%
	8	0	8	5	1	75.0%
Violation group - Technical Operations - VIP Visits				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8640 0040 Demonstrations/Protests	0	0	0	0	1	0.0%
	0	0	0	0	1	0.0%
Violation group - Provincial Statutes {except traffic}				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
7100 0012 Liquor Act (Provincial/Territorial) - Offences Only	6	0	6	3	2	83.3%
7300 0080 Litter Act - Offences Only	1	0	1	1	0	100.0%
7300 0120 Off-Road Vehicle Act - Offences Only	1	0	1	0	0	0.0%
7300 0130 Provincial/Territorial Environmental Legislation - Offe...	1	0	1	1	0	100.0%
7300 0180 Trespass Act - Provincial/Territorial - Offences Only	2	0	2	0	1	50.0%
8840 0291 Child Welfare Act - Other Activities	2	0	2	0	2	100.0%
8840 0297 Coroner's Act - Sudden Death/Other Activities	4	0	4	0	2	50.0%
8840 0301 Dog Act - Other Activities	3	0	3	0	4	133.3%
8840 0306 Family Relations Act - Other Activities	1	0	1	0	1	100.0%
8840 0311 Fire Prevention Act - Other Activities	1	0	1	0	1	100.0%
8840 0336 Mental Health Act - Other Activities	11	0	11	0	12	109.1%
0341 911 Act - Other Activities	14	0	14	7	7	100.0%
0346 Off-Road Vehicle Act - Other Activities	2	0	2	0	0	0.0%

Occurrence Stats (All Violations)

: K : WESTERN ALBERTA : Fort Vermilion
All codes

Mayor's Report
From 2010/07/01 to 2010/09/30

Violation group - Provincial Statutes {except traffic}				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8840 0376 Trespass Act - Provincial/Territorial - Other Activitie...	1	0	1	0	1	100.0%
	50	0	50	12	33	90.0%
Violation group - Provincial Statutes - Municipal By-laws				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9955 0010 Municipal Bylaws - Other	3	0	3	0	3	100.0%
	3	0	3	0	3	100.0%
Violation group - Other Federal Statutes - Firearms Act				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8840 0391 Firearms Act - Other Activities	1	0	1	0	0	0.0%
	1	0	1	0	0	0.0%
Violation group - Other Criminal Code - Public Order Offences				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
3740 0030 Common Nuisance - endanger life	0	0	0	1	0	0.0%
	0	0	0	1	0	0.0%
Violation group - Other Criminal Code - Other Criminal Code				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
3410 0010 Failure to comply with condition of undertaking or reco...	11	1	10	10	2	120.0%
3410 0016 Fail to comply/appear - Appearance Notice/PTA/Recogniza...	4	0	4	3	0	75.0%
3410 0017 Fail to Comply with an Undertaking	5	0	5	3	1	80.0%
3410 0025 Breach of Recognizance to Keep the Peace	2	0	2	2	0	100.0%
3410 0030 Breach of recognizance - other	1	0	1	0	1	100.0%
3430 0010 Disturbing the peace	42	2	40	1	26	67.5%
3510 0010 Fail to attend court	4	0	4	4	0	100.0%
3520 0010 Fail to comply probation order	2	0	2	1	0	50.0%
3540 0010 Uttering Threats Against Property or an Animal	2	0	2	1	1	100.0%
3810 0100 Injure or endanger other animals - not cattle	1	0	1	0	1	100.0%
8550 0140 Breach of Peace	2	0	2	0	2	100.0%
	76	3	73	25	34	80.8%
Violation group - Other Criminal Code - Offensive Weapons				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
3375 0010 Possession of weapon for dangerous purpose	2	0	2	3	0	150.0%
3375 0050 Unauthorized possession of a firearm/prohibited weapon ...	1	0	1	1	0	100.0%
3395 0010 Unsafe storage of firearms	4	0	4	4	0	100.0%
3720 0010 Careless use of a firearm	3	0	3	1	0	33.3%
	10	0	10	9	0	90.0%

Occurrence Stats (All Violations)

: K : WESTERN ALBERTA : Fort Vermilion

All codes

Mayor's Report
From 2010/07/01 to 2010/09/30

Violation group - Other Criminal Code - Offences Against Morals				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
3460 0010 Corrupting morals	1	0	1	1	0	100.0%
	1	0	1	1	0	100.0%
Violation group - Other Criminal Code - Corruption				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
3730 0200 Public Mischief	2	1	1	0	1	100.0%
	2	1	1	0	1	100.0%
Violation group - National Survey Codes				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8999 3006 Request for Service of Legal Document - Warrant Other t...	4	0	4	4	0	100.0%
8999 3012 Search warrant executed-Positive	1	0	1	1	0	100.0%
8999 3013 Search warrant executed-Negative	1	0	1	1	0	100.0%
8999 3057 Prisoners Held	52	0	52	32	22	103.8%
8999 3058 Prisoners Escorted	2	0	2	2	0	100.0%
8999 3064 Written Traffic Offence Warnings - Provincial/Territori...	8	0	8	6	2	100.0%
8999 3065 Victim Services Offered - Accepted	16	1	15	10	3	86.7%
3066 Victim Services Offered - Declined	85	2	83	14	51	78.3%
	169	3	166	70	78	89.2%
Violation group - FES - Other FES Statutes				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
6450 0010 Youth Criminal Justice Act - Offences Only	4	0	4	4	0	100.0%
	4	0	4	4	0	100.0%
Violation group - FES - Consumer Protection				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
6900 0194 IPR - Copyright Act - Other Commodities Offences	0	0	0	1	0	0.0%
	0	0	0	1	0	0.0%
Violation group - Drug Enforcement - Trafficking				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
4230 0040 Possession for the Purpose of Trafficking - Schedule II...	1	0	1	0	0	0.0%
	1	0	1	0	0	0.0%
Violation group - Drug Enforcement - Possession				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
0030 Possession - Schedule II: Cannabis/Derivatives	1	0	1	1	0	100.0%
	1	0	1	1	0	100.0%

Occurrence Stats (All Violations)

: K : WESTERN ALBERTA : Fort Vermilion
All codes

Mayor's Report
From 2010/07/01 to 2010/09/30

Violation group - Crimes Against the Person - Sexual Offences				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
1330 0010 Sexual Assault	7	1	6	4	0	66.7%
1345 0010 Sexual Interference	4	1	3	2	0	66.7%
	11	2	9	6	0	66.7%
Violation group - Crimes Against the Person - Robbery/Extortion/Harassment/Threats				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
1625 0010 Criminal Harassment	1	1	0	0	0	0.0%
1626 0020 Harassing phone calls	7	0	7	0	7	100.0%
1627 0010 Uttering threats against a person	11	0	11	4	7	100.0%
	19	1	18	4	14	100.0%
Violation group - Crimes Against the Person - Offences Related to Death				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
1630 0010 Mischief - causing danger to life	2	0	2	0	0	0.0%
1630 0030 Abandon Child	1	1	0	0	0	0.0%
	3	1	2	0	0	0.0%
Violation group - Crimes Against the Person - Kidnapping/Hostage/Abduction				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
1510 0030 Forcible confinement	1	0	1	1	0	100.0%
	1	0	1	1	0	100.0%
Violation group - Crimes Against the Person - Assaults {excluding sexual assaults}				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
1410 0010 Aggravated Assault	2	0	2	2	0	100.0%
1420 0010 Assault With Weapon or Causing Bodily Harm	4	0	4	2	1	75.0%
1430 0010 Assault	30	3	27	13	12	92.6%
	36	3	33	17	13	90.9%
Violation group - Crimes Against Property - Theft under \$5000.00				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
2140 0011 Other theft under \$5000	5	0	5	2	1	60.0%
2141 0021 Theft of truck under or equal to \$5000	2	1	1	0	0	0.0%
2141 0026 Theft of minivan under or equal to \$5000	3	2	1	1	0	100.0%
2141 0041 Theft of other motor vehicle under or equal to \$5000	5	1	4	0	1	25.0%
2141 0091 Taking motor vehicle/vessel under or equal to \$5000 wit...	2	0	2	0	2	100.0%
2142 0011 Theft under or equal to \$5000 From a motor vehicle	3	0	3	1	0	33.3%
2143 0010 Theft under or equal to \$5000 - Shoplifting	1	0	1	0	1	100.0%
	21	4	17	4	5	52.9%

Occurrence Stats (All Violations)

: K : WESTERN ALBERTA : Fort Vermilion
All codes

Mayor's Report
From 2010/07/01 to 2010/09/30

Violation group - Crimes Against Property - Theft over \$5000.00				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
2130 0110 Theft from mail over \$5000	1	0	1	0	1	100.0%
2131 0021 Theft of truck over \$5000	2	0	2	1	0	50.0%
2131 0041 Theft of other motor vehicle over \$5000	1	0	1	0	0	0.0%
2131 0091 Taking Motor Vehicle/Vessel over \$5000 without consent ...	1	0	1	0	1	100.0%
	5	0	5	1	2	60.0%
Violation group - Crimes Against Property - Mischief				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
2170 0070 Mischief - Damage to, or Obstruct enjoyment of property	57	1	56	5	30	62.5%
	57	1	56	5	30	62.5%
Violation group - Crimes Against Property - Fraud				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
2160 0070 Fraud (money/property/security) greater than \$5000	2	2	0	0	0	0.0%
2160 0075 Fraud (money/property/security) less than or equal to \$...	2	0	2	0	1	50.0%
2160 0530 IPR - Passing off wares or services	0	0	0	1	0	0.0%
3420 0020 Counterfeit money: buy/possess/import	1	1	0	0	0	0.0%
	5	3	2	1	1	100.0%
Violation group - Crimes Against Property - Break and Enter				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
2120 0010 Break and Enter - Business	1	0	1	0	1	100.0%
2120 0020 Break and Enter - Residence	4	0	4	0	3	75.0%
2120 0040 Break and Enter - Other	3	0	3	0	2	66.7%
2120 0050 Being unlawfully in a dwelling house	1	0	1	1	0	100.0%
	9	0	9	1	6	77.8%
Violation group - Crimes Against Property - Arson (excluding offences related to death)				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
2110 0010 Arson - damage to property	1	0	1	0	0	0.0%
2110 0020 Arson - own property	1	0	1	1	0	100.0%
	2	0	2	1	0	50.0%
Violation group - Common Police Activities - Related Police Activities				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8550 0010 Index Checks	185	0	185	0	7	3.8%
8550 0020 Abandoned Vehicles	9	0	9	0	7	77.8%
8550 0030 Suspicious Person/ Vehicle/ Property	5	0	5	0	3	60.0%
8550 0040 Animal Calls	3	0	3	0	2	66.7%
8550 0050 False Alarms	7	0	7	0	7	100.0%

Occurrence Stats (All Violations)

: K : WESTERN ALBERTA : Fort Vermilion
All codes

Mayor's Report
From 2010/07/01 to 2010/09/30

Violation group - Common Police Activities - Related Police Activities				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8550 0060 Items Lost/Found - except passports	19	0	19	0	14	73.7%
8550 0170 J,K & M Div Only - False/Abandoned 911 Call	22	0	22	0	19	86.4%
	250	0	250	0	59	23.6%
Violation group - Common Police Activities - Assistance to General Public				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8545 0130 Assistance to General Public	2	0	2	0	2	100.0%
8550 0080 Person Reported Missing	6	0	6	0	6	100.0%
8550 0101 Request to locate individual	4	0	4	0	5	125.0%
	12	0	12	0	13	108.3%
Violation group - Common Police Activities - Assistance Files				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8545 0020 Assistance to Canadian Provincial/Territorial Dept/Agen...	1	0	1	0	2	200.0%
8545 0040 Assistance to Canadian Police (non-RCMP) Agency	1	0	1	0	1	100.0%
	2	0	2	0	3	150.0%
Totals				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
	983	28	955	286	363	68.0%

Occurrence Stats (All Violations)

: K : WESTERN ALBERTA : Fort Vermilion : MAC : FV

All codes

Mayor's Report
From 2010/07/01 to 2010/09/30

Violation group - Traffic Offences - Traffic Accidents				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9930 0020 Traffic Collision(s) - Non - Fatal Injury	2	0	2	1	1	100.0%
9930 0030 Traffic Collision(s) - Property Damage - Reportable	1	0	1	0	1	100.0%
	3	0	3	1	2	100.0%
Violation group - Traffic Offences - Provincial Traffic Offences				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9900 0010 Non-Moving Traffic - Occupant Restraint/Seatbelt Violat...	1	0	1	1	0	100.0%
9900 0020 Moving Traffic - Intersection Related Violations - Prov...	1	0	1	1	0	100.0%
9900 0040 Other Moving Traffic Violations - Provincial/Territoria...	6	0	6	3	1	66.7%
9900 0050 Motor Vehicle Insurance Coverage Violations-Provincial/...	1	0	1	1	0	100.0%
9900 0070 Other Non-Moving Traffic - Provincial/Territorial	6	0	6	6	0	100.0%
9910 0030 Drivers Licence Suspensions - By Police	1	0	1	1	0	100.0%
	16	0	16	13	1	87.5%
Violation group - Traffic Offences - Other Criminal Code Traffic Offences				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9320 0010 Driving while disqualified/prohibited	1	0	1	1	0	100.0%
	1	0	1	1	0	100.0%
Violation group - Traffic Offences - Municipal By-laws				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9950 0010 Municipal Bylaws - Traffic	1	0	1	0	1	100.0%
	1	0	1	0	1	100.0%
Violation group - Traffic offences - Impaired Operation Related Offences				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9230 0010 Impaired Operation (by Alcohol) of Motor Vehicle	4	2	2	1	0	50.0%
9230 0015 Impaired Operation of Motor Vehicle over 80mg.	1	0	1	1	0	100.0%
	5	2	3	2	0	66.7%
Violation group - Traffic offences - Dangerous Operation of Motor Veh./Vessel/Aircraft				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9130 0010 Dangerous operation of Motor Vehicle	1	0	1	1	0	100.0%
	1	0	1	1	0	100.0%
Violation group - Provincial Statutes {except traffic}				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
0012 Liquor Act (Provincial/Territorial) - Offences Only	1	0	1	0	1	100.0%
7500 0120 Off-Road Vehicle Act - Offences Only	1	0	1	0	0	0.0%
8840 0291 Child Welfare Act - Other Activities	1	0	1	0	1	100.0%

Occurrence Stats (All Violations)

: K : WESTERN ALBERTA : Fort Vermilion : MAC : FV
All codes

Mayor's Report
From 2010/07/01 to 2010/09/30

Violation group - Provincial Statutes {except traffic}				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8840 0336 Mental Health Act - Other Activities	3	0	3	0	3	100.0%
8840 0341 911 Act - Other Activities	3	0	3	2	2	133.3%
8840 0346 Off-Road Vehicle Act - Other Activities	1	0	1	0	0	0.0%
8840 0376 Trespass Act - Provincial/Territorial - Other Activitie...	1	0	1	0	1	100.0%
	11	0	11	2	8	90.9%
Violation group - Other Criminal Code - Other Criminal Code				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
3410 0010 Failure to comply with condition of undertaking or reco...	0	0	0	0	2	0.0%
3410 0016 Fail to comply/appear - Appearance Notice/PTA/Recogniza...	3	0	3	2	0	66.7%
3410 0025 Breach of Recognizance to Keep the Peace	1	0	1	1	0	100.0%
3430 0010 Disturbing the peace	25	1	24	0	15	62.5%
3510 0010 Fail to attend court	3	0	3	3	0	100.0%
	32	1	31	6	17	74.2%
Violation group - Other Criminal Code - Offensive Weapons				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
3375 0010 Possession of weapon for dangerous purpose	0	0	0	1	0	0.0%
	0	0	0	1	0	0.0%
Violation group - Other Criminal Code - Offences Against Morals				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
3460 0010 Corrupting morals	1	0	1	1	0	100.0%
	1	0	1	1	0	100.0%
Violation group - Other Criminal Code - Corruption				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
3730 0200 Public Mischief	1	0	1	0	1	100.0%
	1	0	1	0	1	100.0%
Violation group - National Survey Codes				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8999 3006 Request for Service of Legal Document - Warrant Other t...	4	0	4	4	0	100.0%
8999 3012 Search warrant executed-Positive	1	0	1	1	0	100.0%
8999 3057 Prisoners Held	15	0	15	8	8	106.7%
8999 3058 Prisoners Escorted	1	0	1	1	0	100.0%
8999 3065 Victim Services Offered - Accepted	3	0	3	3	0	100.0%
8999 3066 Victim Services Offered - Declined	18	2	16	0	10	62.5%
	42	2	40	17	18	87.5%

Occurrence Stats (All Violations)

: K : WESTERN ALBERTA : Fort Vermilion : MAC : FV
All codes

Mayor's Report
From 2010/07/01 to 2010/09/30

Violation group - Crimes Against the Person - Sexual Offences				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
1330 0010 Sexual Assault	2	0	2	2	0	100.0%
1345 0010 Sexual Interference	1	1	0	0	0	0.0%
	3	1	2	2	0	100.0%
Violation group - Crimes Against the Person - Robbery/Extortion/Harassment/Threats				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
1625 0010 Criminal Harassment	1	1	0	0	0	0.0%
1626 0020 Harassing phone calls	3	0	3	0	2	66.7%
1627 0010 Uttering threats against a person	2	0	2	1	0	50.0%
	6	1	5	1	2	60.0%
Violation group - Crimes Against the Person - Offences Related to Death				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
1630 0030 Abandon Child	1	1	0	0	0	0.0%
	1	1	0	0	0	0.0%
Violation group - Crimes Against the Person - Assaults (including sexual assaults)				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
1400 0010 Assault	4	0	4	1	2	75.0%
	4	0	4	1	2	75.0%
Violation group - Crimes Against Property - Theft under \$5000.00				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
2141 0026 Theft of minivan under or equal to \$5000	1	0	1	1	0	100.0%
2141 0041 Theft of other motor vehicle under or equal to \$5000	3	1	2	0	0	0.0%
2142 0011 Theft under or equal to \$5000 From a motor vehicle	1	0	1	0	0	0.0%
	5	1	4	1	0	25.0%
Violation group - Crimes Against Property - Theft over \$5000.00				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
2130 0110 Theft from mail over \$5000	1	0	1	0	1	100.0%
	1	0	1	0	1	100.0%
Violation group - Crimes Against Property - Mischief				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
2170 0070 Mischief - Damage to, or Obstruct enjoyment of property	13	0	13	1	6	53.8%
	13	0	13	1	6	53.8%

Occurrence Stats (All Violations)

: K : WESTERN ALBERTA : Fort Vermilion : MAC : FV
All codes

Mayor's Report
From 2010/07/01 to 2010/09/30

Violation group - Crimes Against Property - Fraud				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
2160 0070 Fraud (money/property/security) greater than \$5000	1	1	0	0	0	0.0%
	1	1	0	0	0	0.0%
Violation group - Crimes Against Property - Break and Enter				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
2120 0040 Break and Enter - Other	1	0	1	0	1	100.0%
	1	0	1	0	1	100.0%
Violation group - Common Police Activities - Related Police Activities				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8550 0010 Index Checks	185	0	185	0	7	3.8%
8550 0020 Abandoned Vehicles	1	0	1	0	1	100.0%
8550 0040 Animal Calls	2	0	2	0	2	100.0%
8550 0050 False Alarms	3	0	3	0	3	100.0%
8550 0060 Items Lost/Found - except passports	6	0	6	0	4	66.7%
8550 0170 J,K & M Div Only - False/Abandoned 911 Call	9	0	9	0	7	77.8%
	206	0	206	0	24	11.7%
Violation group - Common Police Activities - Assistance to General Public				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8545 0130 Assistance to General Public	1	0	1	0	1	100.0%
8550 0080 Person Reported Missing	4	0	4	0	4	100.0%
8550 0101 Request to locate individual	4	0	4	0	4	100.0%
	9	0	9	0	9	100.0%
Violation group - Common Police Activities - Assistance Files				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8545 0020 Assistance to Canadian Provincial/Territorial Dept/Agen...	1	0	1	0	1	100.0%
	1	0	1	0	1	100.0%
Totals				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
	365	10	355	51	94	40.8%

Occurrence Stats (All Violations)

: K : WESTERN ALBERTA : Fort Vermilion : MAC : LA
All codes

Mayor's Report
From 2010/07/01 to 2010/09/30

Violation group - Traffic Offences - Traffic Accidents

				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9930 0020 Traffic Collision(s) - Non - Fatal Injury	2	0	2	0	2	100.0%
9930 0030 Traffic Collision(s) - Property Damage - Reportable	15	0	15	1	13	93.3%
9930 0040 Traffic Collision(s) - Property Damage - Non - Reportab...	2	0	2	0	2	100.0%
	19	0	19	1	17	94.7%

Violation group - Traffic Offences - Provincial Traffic Offences

				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9520 0010 Dangerous Driving (Provincial/Territorial)	2	0	2	1	1	100.0%
9900 0010 Non-Moving Traffic - Occupant Restraint/Seatbelt Violat...	4	0	4	4	0	100.0%
9900 0020 Moving Traffic - Intersection Related Violations - Prov...	4	0	4	4	0	100.0%
9900 0030 Moving Traffic - Speeding Violations - Provincial/Terri...	3	0	3	3	0	100.0%
9900 0040 Other Moving Traffic Violations - Provincial/Territoria...	14	0	14	3	4	50.0%
9900 0050 Motor Vehicle Insurance Coverage Violations-Provincial/...	2	0	2	2	0	100.0%
9900 0060 Parking Offences (Provincial/Territorial)	2	0	2	0	2	100.0%
9900 0070 Other Non-Moving Traffic - Provincial/Territorial	15	0	15	13	1	93.3%
9910 0010 Roadside Suspensions - alcohol related - No grounds to ...	2	0	2	0	2	100.0%
	48	0	48	30	10	83.3%

Violation group - Traffic Offences - Off-road Vehicle Collisions

				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9940 0020 Off-Road Vehicle Collision - Non-Fatal Injury	1	0	1	0	1	100.0%
	1	0	1	0	1	100.0%

Violation group - Traffic Offences - Municipal By-laws

				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9950 0010 Municipal Bylaws - Traffic	1	0	1	0	0	0.0%
	1	0	1	0	0	0.0%

Violation group - Traffic offences - Impaired Operation Related Offences

				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9230 0010 Impaired Operation (by Alcohol) of Motor Vehicle	4	1	3	1	1	66.7%
9230 0015 Impaired Operation of Motor Vehicle over 80mg.	2	0	2	2	0	100.0%
	6	1	5	3	1	80.0%

Violation group - Traffic offences - Dangerous Operation of Motor Veh./Vessel/Aircraft

				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9130 0010 Dangerous operation of Motor Vehicle	1	0	1	1	0	100.0%
	1	0	1	1	0	100.0%

Occurrence Stats (All Violations)

: K : WESTERN ALBERTA : Fort Vermilion : MAC : LA
All codes

Mayor's Report
From 2010/07/01 to 2010/09/30

Violation group - Provincial Statutes {except traffic}				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
7100 0012 Liquor Act (Provincial/Territorial) - Offences Only	2	0	2	0	1	50.0%
7300 0180 Trespass Act - Provincial/Territorial - Offences Only	1	0	1	0	0	0.0%
8840 0297 Coroner's Act - Sudden Death/Other Activities	2	0	2	0	1	50.0%
8840 0301 Dog Act - Other Activities	1	0	1	0	1	100.0%
8840 0336 Mental Health Act - Other Activities	1	0	1	0	1	100.0%
8840 0341 911 Act - Other Activities	2	0	2	0	1	50.0%
8840 0346 Off-Road Vehicle Act - Other Activities	1	0	1	0	0	0.0%
	10	0	10	0	5	50.0%

Violation group - Provincial Statutes - Municipal By-laws				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9955 0010 Municipal Bylaws - Other	2	0	2	0	2	100.0%
	2	0	2	0	2	100.0%

Violation group - Other Criminal Code - Other Criminal Code				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
3410 0010 Failure to comply with condition of undertaking or reco...	1	0	1	1	0	100.0%
3410 0017 Fail to Comply with an Undertaking	1	0	1	1	0	100
3430 0010 Disturbing the peace	4	0	4	0	3	75.0%
	6	0	6	2	3	83.3%

Violation group - National Survey Codes				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8999 3057 Prisoners Held	2	0	2	1	1	100.0%
8999 3064 Written Traffic Offence Warnings - Provincial/Territori...	1	0	1	1	0	100.0%
8999 3065 Victim Services Offered - Accepted	1	0	1	0	1	100.0%
8999 3066 Victim Services Offered - Declined	21	0	21	2	10	57.1%
	25	0	25	4	12	64.0%

Violation group - Crimes Against the Person - Robbery/Extortion/Harassment/Threats				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
1626 0020 Harassing phone calls	1	0	1	0	2	200.0%
1627 0010 Uttering threats against a person	3	0	3	0	3	100.0%
	4	0	4	0	5	125.0%

Violation group - Crimes Against the Person - Offences Related to Death				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	P
1630 0010 Mischief - causing danger to life	2	0	2	0	0	0..
	2	0	2	0	0	0.0%

Occurrence Stats (All Violations)

: K : WESTERN ALBERTA : Fort Vermilion : MAC : LA
All codes

Mayor's Report
From 2010/07/01 to 2010/09/30

Violation group - Crimes Against Property - Theft under \$5000.00				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
2140 0011 Other theft under \$5000	2	0	2	1	0	50.0%
2141 0021 Theft of truck under or equal to \$5000	1	0	1	0	0	0.0%
2142 0011 Theft under or equal to \$5000 From a motor vehicle	2	0	2	1	0	50.0%
2143 0010 Theft under or equal to \$5000 - Shoplifting	1	0	1	0	1	100.0%
	6	0	6	2	1	50.0%
Violation group - Crimes Against Property - Theft over \$5000.00				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
2131 0021 Theft of truck over \$5000	1	0	1	0	0	0.0%
	1	0	1	0	0	0.0%
Violation group - Crimes Against Property - Mischief				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
2170 0070 Mischief - Damage to, or Obstruct enjoyment of property	11	0	11	0	3	27.3%
	11	0	11	0	3	27.3%
Violation group - Crimes Against Property - Fraud				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
2150 0075 Fraud (money/property/security) less than or equal to \$...	1	0	1	0	1	100.0%
3420 0020 Counterfeit money: buy/possess/import	1	1	0	0	0	0.0%
	2	1	1	0	1	100.0%
Violation group - Crimes Against Property - Break and Enter				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
2120 0040 Break and Enter - Other	1	0	1	0	0	0.0%
	1	0	1	0	0	0.0%
Violation group - Common Police Activities - Related Police Activities				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8550 0020 Abandoned Vehicles	2	0	2	0	1	50.0%
8550 0030 Suspicious Person/ Vehicle/ Property	2	0	2	0	1	50.0%
8550 0050 False Alarms	4	0	4	0	4	100.0%
8550 0060 Items Lost/Found - except passports	10	0	10	0	9	90.0%
8550 0170 J,K & M Div Only - False/Abandoned 911 Call	7	0	7	0	7	100.0%
	25	0	25	0	22	88.0%
Violation group - Common Police Activities - Assistance to General Public				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8545 0130 Assistance to General Public	1	0	1	0	1	100.0%

Occurrence Stats (All Violations)

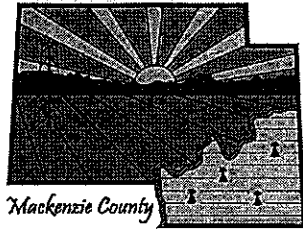
: K : WESTERN ALBERTA : Fort Vermilion : MAC : LA

All codes

Mayor's Report

From 2010/07/01 to 2010/09/30

Violation group - Common Police Activities - Assistance to General Public				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8550 0080 Person Reported Missing	1	0	1	0	1	100.0%
	2	0	2	0	2	100.0%
Totals	173	2	171	43	85	74.9%



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 13, 2010
Presented By:	John Klassen, Director of Operations – South
Title:	Parks and Recreation Committee Meeting Minutes August 25, 2010

BACKGROUND / PROPOSAL:

The adopted minutes of the August 25, 2010 Parks and Recreation Committee meeting are attached.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

RECOMMENDED ACTION:

That the Parks and Recreation Committee meeting minutes of August 25, 2010 be received for information.

Author: L. Schmidt Review Date: _____ CAO 

**MACKENZIE COUNTY
PARKS AND RECREATION COMMITTEE**

**August 25, 2010
12:00 pm**

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

MINUTES

PRESENT:	Lisa Wardley Dicky Driedger	Chair, Councilor Councilor
ALSO PRESENT:	John Klassen Lisa Schmidt	Director of Operations, South Public Works Administrative Officer
ABSENT:	Bill Kostiw Peter Braun Ray Toews Colleen Nate	CAO Vice Chair, Councilor Councilor Public Works Administrative Assistant

CALL TO ORDER:

1. a) Call to Order

Councilor Wardley called the meeting to order at 1:10 pm

AGENDA:

2. a) Adoption of Agenda

MOTION 10-047

MOVED by Councilor Driedger

That the agenda be adopted as presented.

CARRIED

MINUTES:

3. a) Adoption of the June 23, 2010 minutes

MOTION 10-048

MOVED by Councilor Wardley

That the minutes of June 23, 2010 Parks and Recreation Committee meeting be adopted as presented.

CARRIED

**BUSINESS ARISING
OUT OF THE MINUTES: 4.**

DELEGATIONS:

5. a) Trent Schlamp, La Crete Skate Park (1:00 pm)

Community of La Crete is happy with the skate park and minimal maintenance is expected.

MOTION 10-049

MOVED by Councilor Wardley

That the La Crete Skate Park be included in the County's inventory as every other amenity at the La Crete Hill Park.

CARRIED

ACTION LIST:

6. a) Adoption of the June 23, 2010 action list

MOTION 10-050

MOVED by Councilor Driedger

That the action list of the June 23, 2010 Parks and Recreation Committee meeting be adopted as presented.

CARRIED

NEW BUSINESS:

7. a) ARPA Membership

MOTION 10-051

MOVED by Councilor Wardley

That the ARPA membership be renewed to include 4 staff members and 4 councilors for \$870.

CARRIED

- b) Progress Reports

MOTION 10-052

MOVED by Councilor Wardley

That the TCA and non TCA project progress reports be accepted for information.

CARRIED

**INFORMATION/
CORRESPONDENCE:** 8.

ADDITIONAL ITEMS: 9.

**NEXT MEETING
DATE:**

10. a) Parks and Recreation Committee Meeting

The next Parks and Recreation Committee meeting is scheduled for September 29, 2010 at 12:00 pm at the Fort Vermilion council chambers.

ADJOURNMENT:

11. a) Adjournment

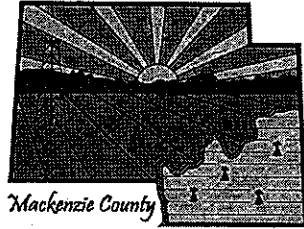
MOTION 10-053

MOVED by Councilor Driedger

That the Parks and Recreation Committee Meeting be adjourned at 3:15 pm.

CARRIED

These minutes were adopted this 28 day of September, 2010



MACKENZIE COUNTY

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 13, 2010
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Mackenzie Housing Management Board Meeting Minutes – August 23 & 24, 2010

BACKGROUND / PROPOSAL:

Information item. The adopted minutes of the August 23 & 24, 2010 meetings are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

That the Mackenzie Housing Management Board meeting minutes of August 23 & 24, 2010 be received for information.

Author: C. Gabriel

Review By: _____

CAO

**MACKENZIE HOUSING MANAGEMENT BOARD
REGULAR BOARD MEETING**

August 23 & 24, 2010 – 9:30 A.M.

Fireside Room – Heimstaed Lodge

In Attendance:

George Friesen, Chair (August 24 only)
Dave Neufeld
Daryl Zielsdorf
Ellis Forest
Norm Van Vliet – via tele-conference (left meeting at
11:55 a.m. August 23, 2010)
Shirley Rechlo
Peter Wieler

Regrets:

Ray Toews, Vice Chair
Jack Eccles
Abe Peters

Guests:

Lindsay Pratt

Administration:

Barb Spurgeon, Chief Administrative Officer
Dorothy Klassen, Lodge Manager
Lisa Unruh, Executive Assistant

Call to Order:

Board Member Ellis Forest called the Board meeting to order
at 9:35 a.m.

Agenda:

Approval of Agenda

10-119

Moved by Dave Neufeld

That the agenda be amended to include:
6.7 FOIP

Carried

Minutes: **June 28, 2010 Board Meeting**

10-120 Moved by Daryl Zielsdorf

That the minutes of the June 28, 2010 regular Board meeting be amended as follows:

10-114 Moved by Ellis Forest

That consideration be given to move in camera at 12:23 a.m.

Carried

Reports: **CAO Report**

10-121 Moved by Shirley Rechlo

That the Chief Administrative Officer report be accepted for information.

Carried

Financial Reports **Housing – July 31, 2010**

10-122 Moved by Peter Wieler

That the July 31, 2010 Housing financial report be accepted for information.

Carried

Lodge – July 31, 2010

10-123 Moved by Dave Neufeld

That the July 31, 2010 Lodge financial report be accepted for information.

Carried

Assisted Care – July 31, 2010

10-124

Moved by Daryl Zielsdorf

That the July 31, 2010 Assisted Care financial report be accepted for information.

Carried

Arrears Report

10-125

Moved by Peter Wieler

That the July 2010 arrears report be received for information.

Carried

New Business:

Letter to Health

10-126

Moved by Shirley Rechlo

That a letter be sent to the Minister of Health and Wellness requesting a meeting and copied to our MLA.

Carried

Board/CAO Evaluation

10-127

Moved by Peter Wieler

That the Board and CAO Evaluation forms be completed and brought to the September meeting.

Carried

Mr. Forest recessed the regular board meeting at 10:30 a.m.

Mr. Forest reconvened the regular board meeting at 10:40 a.m.

Operational Review

Mr. Forest welcomed Mr. Pratt to the meeting.

Mr. Pratt gave a brief synopsis of the operational review conducted by Alberta Housing and Alberta Seniors.

Ellis Forest thanked Lindsay Pratt for his presentation.

10-128

Moved by Daryl Zielsdorf

That the market rents for community housing be set as \$650.00 in Fort Vermilion and \$750.00 in La Crete.

Carried

10-129

Moved by Peter Wieler

That the verbal report from Lindsay Pratt, Housing Advisor on the 2010 Operational Review be accepted as information.

Carried

Handi-Van Policy

10-130

Moved by Daryl Zielsdorf

That the County Policy on Use of the Handi-Van be accepted for information.

Carried

Alberta Health Contract Extension

10-131

Moved by Shirley Rechlo

That the Alberta Health Contract Extension be approved with the inclusion of the following clause:

4.2 AHS agrees that nothing in the Initial Agreement or in this Amendment Agreement restricts or prohibits the Service Provider from negotiating terms and conditions in the Initial Agreement and this Amendment Agreement with AHS which are retroactive to January 1, 2009. In the event this clause is in conflict with any provision of the Initial Agreement or this Amendment Agreement, this clause will apply.

Carried

Group Medical Service

10-132

Moved by Dave Neufeld

That the 2009 and 2010 GMS rates be received for information.

Carried

FOIP

10-133

Moved by Dave Neufeld

That Barb Spurgeon, Chief Administrative Officer be designated as FOIP Head.

Carried

Board Policies

10-134

Moved by Daryl Zielsdorf

That the amendments on the following policies be approved:

- GOV003 – Executive Structure
- GOV004 – Committee Structure
- GOV007 – Pecuniary Interests
- GOV008 – Disqualification of Board Members

Carried

That the following policies be brought back to the board for next meeting.

- GOV006 – Meetings
- GOV009 – Board Member Honoraria
- GOV011 – Lodge Budget Reserve

Information Items:

10-135 Moved by Shirley Rechlo

That the following items be accepted for information:

Bank reconciliation for June & July 2010
Funding Increase – Alberta Health Services
Seniors' lodge feasible' in High Level; study
2010/2011 Conditional Grant Funding
Housing and Urban Affairs' Restricted Operating Reserve Policy
Letter from Town of Rainbow Lake
Letter from Town of High Level

Carried

In Camera

Legal Opinion

10-136 Moved by Dave Neufeld

That consideration be given to move in camera at 11:47 a.m.

Carried

10-137 Moved by Peter Wieler

That consideration be given to move out of in-camera at
11:52 p.m.

10-138 Moved by Shirley Rechlo

That the \$83,556.66 owing from the Town of High Level be
written off as bad debt and the \$8,162.43 owing from the
Town of Rainbow Lake be written off as bad debt.

Carried

Norm left the meeting at 11:55 a.m.

Mr. Forest recessed the regular board meeting for lunch at
11:55 a.m.

Mr. Forest reconvened the regular board meeting at 12:18
a.m.

Strategic Planning Session

Ellis Forest handed the floor over to Lindsay Pratt, who facilitates the strategic planning session.

Ellis Forest recessed the meeting at 3:26 p.m.

Chairman Friesen reconvened the regular board meeting at 9:30 a.m. August 24, 2010.

Lindsay Pratt continued facilitating the strategic planning.

10-139

Moved by Daryl Zielsdorf

That a letter be written to La Crete Municipal Nursing Association inviting them to the November meeting to discuss the future of the Heimstaed Senior's Lodge building.

Carried

10-140

Moved by Daryl Zielsdorf

That Mackenzie Housing Management Board adopt the following Mission Statement:

"To provide appropriate, affordable housing for seniors and low-income residents within Mackenzie Region."

Carried

10-141

Moved by Ellis Forest

That the following goals and objectives be approved for 2011- 2014 Business plan:

GOALS	OBJECTIVES
1. Low income families and seniors are provided with appropriate and affordable housing.	1.1 Ensure housing programs are appropriate and available in each community.
	1.2 Ensure there are the right number of housing in each community to meet the needs.
2. Services provided by Mackenzie Housing Management meet the housing needs of the residents.	2.1 To minimize rental and damage arrears
	2.2 Assist residents to access internal and external resources to meet their other needs.
	2.3 Ensure all units are safe and well maintained.
	2.4 Strive towards an improved work place environment.
3. Mackenzie Housing Management is well prepared to manage change and growth within the organization.	3.1 Networking opportunities are pursued to ensure up to date knowledge of lodge/housing initiatives.
4. Mackenzie Housing Management is a financially sustainable organization.	4.1 DAL program must be financially self-sufficient.
	4.2 Develop operating reserve
	4.3 Explore funding options for expansion of programs
	4.4 Develop a long term strategy as to the feasibility of the lodge

Carried

Board Minutes
August 23 & 24, 2010

Next Meeting Date: Regular Board Meeting
September 27, 2010 - 10:00 a.m.
Fireside Room – Phase I
Heimstaed Lodge

Adjournment:

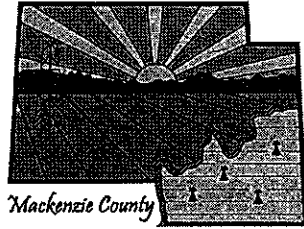
10-142 Moved by Ellis Forest

That the board meeting of August 23rd & 24th, 2010 be
adjourned at 2:44 p.m.

Carried

George Friesen, Chair

Lisa Unruh, Executive Assistant



MACKENZIE COUNTY

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 13, 2010
Presented By:	William Kostiw, Chief Administrative Officer
Title:	CAO & Director Reports

BACKGROUND / PROPOSAL:

See attached Director reports.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

That the Chief Administrative Officer and Director reports be received for information.

Author: C. Gabriel **Reviewed By:** CAO

To: William (Bill) Kostiw, Chief Administrative Officer
From: Joulia Whittleton, Director of Corporate Services

Page 1

Current and Completed Corporate Services Department Projects/Activities:

- Fire Chiefs meeting – arranged for, prepared materials and attended the Fire Chiefs meeting. AHS representative was in attendance regarding the Medical Co-Response program (will be presented to Council at their October 13 meeting). The agenda included discussions about communications, safety, equipment needs, budgets; dispatching issues were brought up and are being looked into.
- Fort Vermilion Water Treatment Plant – met with the Associated Engineering crew to discuss the scope of work and objectives for the WTP assessment; a written report will be submitted within a week or so.
- High Level East Drainage – communicated with AB Environment and coordinated the work of the Agricultural Fieldman and the hired consultant in preparing and obtaining the sufficient First Nations consultation documents for submission to AB Environment.
- AJA Friesen Drainage Project – a meeting was held with AB SRD representative; coordinated the efforts of the land agent and engineers in order to obtain the Temporary Field Access authorization that will able the County to obtain an approval under the AB Water Act and proceed with the project.
- Attended the safety codes meeting in La Crete (Planning & Development department is preparing RFD to Council)
- Participated in the Director of Operations (North) interviews.
- FRIAA – preparing a request to add the removal of the mountain pine beetle infected trees at the Machesis Lake to the scope of the project. The estimated cost is \$25,000 and there is sufficient funding within the remaining grant funds. Approximately 150 trees are estimated to be infected in the Machesis Lake area.
- Zama Community Park – the first claim preparation is in progress (due October 14).
- Assessment Audit - the municipal assessment audit follow up is in progress (by Municipal Affairs); preparing the compliance document (a part is prepared by our assessor and a part is prepared by administration).

To: William (Bill) Kostiw, Chief Administrative Officer
From: Joulia Whittleton, Director of Corporate Services

Page 2

-
- RInC program – awaiting a response regarding the availability of additional funding towards the Fort Vermilion Dressing Rooms addition project.
 - Community Airport Program – working with AT personnel towards obtaining funding for the FV Airport project (for the qualifying components).
 - County's Four-Step Community Sustainability Plan project report was prepared and sent to the Green Municipal Fund (granting agency)
 - Handi-van use policy – meetings were held with the administering agencies
 - Tallcree First Nations Negotiations – draft agreements were emailed to the Band and we are now awaiting a response.
 - Inter-municipal Negotiations – the agreement was reviewed and prepared for signing (signed at September 29 meeting). One copy is being forwarded to Municipal Affairs.
 - The department is currently researching and working on proposed revisions to the existing reserves policies after receiving some feedback from the Finance Committee members. This information will be presented and reviewed by the Committee prior to being presented to Council with the Committee's recommendations.
 - Investment Policy – we received some feedback from our auditors regarding the proposed amendments. The proposed revisions are expected to improve a return on short-term investments. The Finance Committee will review at their October 12 meeting.
 - Alberta Rural Community Adaptation Grant Program – waiting for a decision regarding our application.
 - Rural Water Connection Fees – consult with lawyers and finalize the bylaw and the rural water connection contract.
 - Rural Water Borrowing Bylaw – the bylaw was advertised and is being presented to Council at October 13 meeting
 - Virtual City Hall - I received a quote and we will be proceeding with implementation shortly; establishing an implementation schedule is in progress.

To: William (Bill) Kostiw, Chief Administrative Officer
From: Joulia Whittleton, Director of Corporate Services

Page 3

-
- 2011 Budget – all departments are already working on their 2011 operating and capital budgets; departmental budgets reviews are in progress (started October 5)
 - Multi-year capital project plans– it is advisable to schedule workshops with Council, possibly after elections, to review the existing and establish new three to five year capital project plans in conjunction with an updated business plan.

Legal Files Update

No update

Personnel/Human Resources.

Peng Tian was hired and started on October 1 as the County's new Finance Controller. Peter Pynacker's last day will be October 29. Training and transferring of documents is in progress.

Future Corporate Services Department Projects/Activities (major highlights):

- Long Term Capital Plan that correlates with a new business plan of Council
- Grants applications preparation as new programs become available
- Job Description – a review and update of all job descriptions

Respectfully submitted,

Joulia Whittleton

To: William (Bill) Kostiw, Chief Administrative Officer

From: Marion Krahn, Acting Supervisor of Planning and Development

Page 1

Completed Projects:

- Municipal Reserve lands within NW 9-106-15-W5M, as provided by the developer, have been registered with Alberta Land Titles.
- 2011 tentative Operating Budget has been completed.

Ongoing Projects:

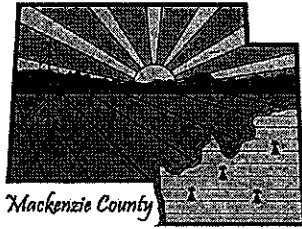
- Draft County Land Use Bylaw has been presented to the Municipal Planning Commission for review and input. Continued staff efforts are moving the project forward.
- Subdivision Refund Policy review is still underway. Subdivision applications are occasionally withdrawn or cancelled by the applicant/agent and these requests typically include a request for refund. The Municipal Planning Commission reviewed draft copies of this policy and requested Legal Counsel input prior to making a recommendation to Council. Due to other demands on staff time this matter has been delayed however is expected to be resolved shortly.
- Subdivision review of by Stuart Weir is ongoing. This review includes any registered subdivision files that Mackenzie County currently holds security for and is intended to address any outstanding components. Terry Broome (consultant with Stuart Weir) has completed a preliminary review of these files and prepared a work plan for each. Staff will be reviewing work plans and arranging meetings with each respective developer to discuss the resolution of these files.
- Draft General Municipal Improvements Standards are being processed. Stuart Weir has been contracted to complete this standard. Recent discussions with Stuart Weir indicated that the complete draft may be submitted to the County within the next few weeks.
- Statistical Reports are in the process of being updated and intended to be completed during the winter. These reports were abandoned in the past however provide insightful information for the County and will be prepared on a quarterly and annual basis again.
- Both Liane Lambert and I attended a seminar on Compliance Certificates, Stop Orders and Enforcement Issues in Grimshaw and found the course to be informative and insightful.

Future Projects and Goals:

- Revised Area Structure Plans for La Crete, Fort Vermilion and Zama (2011).

Respectfully submitted,

Marion Krahn



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting: Regular Council Meeting

Meeting Date: October 13, 2010

Presented By: Joulia Whittleton, Director of Corporate Services

Title: Bylaw 772-10 – Rural Water Line Phase I Borrowing Bylaw

BACKGROUND / PROPOSAL:

The 2010 capital budget includes the Rural Water Line Phase I project with funding as follows:

Federal Gas Tax Fund	\$592,901
Municipal Levy	\$150,758
Reserves	\$597,146
Debenture Borrowing	<u>\$2,180,164</u>
Total estimated project cost	\$3,520,969

Administration drafted a borrowing bylaw.

OPTIONS & BENEFITS:

The bylaw was presented to Council and received its first reading at the August 25th Council meeting. The bylaw was advertised as per the Municipal Government Act. Administration received no objections to the bylaw.

COSTS & SOURCE OF FUNDING:

NA

Author: J. Whittleton **Review by:** _____ **CAO** _____

i

Motion 2:

That third reading be given to Bylaw 772-10 being the Rural Water Line Phase I Borrowing Bylaw.

-78-

BYLAW NO. 772-10

**BEING A BYLAW OF THE
MACKENZIE COUNTY
(hereinafter referred to as "the County")
IN THE PROVINCE OF ALBERTA**

This bylaw authorizes the Council of the County to incur indebtedness by the issuance of debenture(s) up to a maximum of \$2,180,164, for the purpose of financing the construction of the Rural Water Line Phase I.

WHEREAS, the Council of the County has decided to issue a by-law pursuant to the Municipal Government Act, R.S.A. 2000 c. M-26, Section 258 to authorize the financing of the construction of the Zama Multi-Use Cultural building as approved by Council in capital expenditures; and

WHEREAS, plans and specifications have been prepared and the total cost of the project is estimated to be \$3,520,969; and

WHEREAS, in order to complete the project it will be necessary for the County to borrow the sum of \$2,180,164 for a period not to exceed 10 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; and

WHEREAS, the estimated lifetime of the project financed under this by-law is equal to, or in excess of 30 years; and

WHEREAS, the principal amount of the outstanding debt of the County at December 31, 2009 is \$11,713,171 and no part of the principal or interest is in arrears; and

WHEREAS, 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 COUNTY DULY ASSEMBLED,
ENACTS AS FOLLOWS:**

1. That for the purpose of completing the construction of the Rural Water Line Phase I the sum of **Two Million One Hundred Eighty Thousand and One Hundred Sixty Four Dollars (\$2,180,164)** be borrowed from the Alberta Capital Finance Authority or another authorized financial institution by way of debenture on the credit and security of the County at large.
2. The proper officers of the County are hereby authorized to issue debenture(s) on behalf of the County for the amount and purpose as authorized by this by-law, namely the construction of the Rural Water Line Phase I.

3. The County 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 TEN (10) 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.
4. The County shall levy and raise in each year municipal taxes sufficient to pay the indebtedness.
5. The indebtedness shall be contracted on the credit and security of the County.
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.

READ a first time this 25 day of August, 2010.

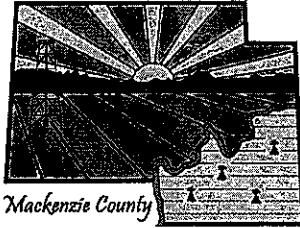
ADVERTISED during the weeks of September 8 and 15, 2010.

READ a second time this day of , 2010.

READ a third time and finally passed this day of , 2010.

Greg Newman
Reeve

William Kostiw
Chief Administrative Officer



MACKENZIE COUNTY

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 13, 2010
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	Tax Notification Default on Payments

BACKGROUND / PROPOSAL:

Plan 0325292, Block 1, Lot 1 is under Tax Notification 092 122 819 and was part of the Tax Forfeiture Auction held on June 8, 2010. An Arrears Agreement was signed and a payment of \$140 made on June 7th. There have been no further payments and no response to a letter mailed on Aug 13/10.

Part 6 and 7 of the agreement state:

"Termination of Agreement" 6. The County will terminate the agreement in the following circumstances:
 (a) Where the owner of the parcel breaches the agreement by failing to make a payment, as described in clauses 2 and 3.

Condition upon Termination 7. The County will immediately offer the parcel for sale at a public auction, per section 418 of the Municipal Government Act."

The MGA Division 8 equips municipal councils with tools and outlines rules for recovery of taxes related to land.

According to s. 418, each municipality must offer for sale at a public auction any parcel of land shown on its tax arrears list if the tax arrears are not paid.

The municipality must advertise public auctions. Section 419 of the MGA directs Councils to set a reserve bid, as close as reasonably possible to the market value of the parcel, for each parcel of land to be offered for sale at a public auction.

The auction must be held not less than 40 days and not more than 90 days after appearing in the Alberta Gazette.

Author: _____ Review Date: _____ CAO _____

OPTIONS & BENEFITS:

Administration recommends that property be taken and listed for sale by Public Auction due to the breach of the tax arrears agreement.

Administration is proposing the following timelines

Advertisement date in Alberta Gazette	40 days period	Consider the Public Auction at the following Council Meetings	90 days time line
Oct 15	Nov 24	Nov 24, Dec 14	Jan 13/11

The assessed value of this property is \$32,000.

COSTS & SOURCE OF FUNDING:

Per MGA, Section 427:

The money paid for a parcel of land at a public auction must be deposited in a separate account for sale proceeds.

The following must be paid first and in the following order:

- a) any remedial costs relating to the parcel;
(a.1) the tax arrears in respect of the parcel;
- b) any lawful expenses of the municipality in respect of the parcel;
- c) any expenses owing to the Crown that have been charged against the parcel of land under section 553 (Adding amounts owing to a tax roll);
- d) an administration fee of 5% of the amount paid for the parcel, payable to the municipality.

RECOMMENDED ACTION: (requires 2/3)

Motion 1:

That the reserve bids be set for the tax forfeiture residential properties offered for sale at the 2010 assessment value and that the reserve bids for the tax forfeiture property be set at \$32,000.

Author: _____ Review Date: _____ CAO _____

Motion 2:

That the auction date, for the tax forfeiture properties, be set for _____,
2010 to be held in the Council Chambers at 4511 – 46 Ave, Fort Vermilion, Alberta.

Author: _____ Review Date: _____ CAO _____



C

-85-

INVESTMENT REPORT, SEPTEMBER 30, 2010

CHEQUING ACCOUNT ON SEPTEMBER 30

Bank account balance

3,032,003

INVESTMENT VALUES ON SEPTEMBER 30

Short term investments (EM0-0377-A)
Short term T-Bill (859-1044265-26)
Long term investments (EM0-0374-A)

23,012,646
428,142
4,423,160
27,863,948

These balances
include 'market
value changes'

REVENUES

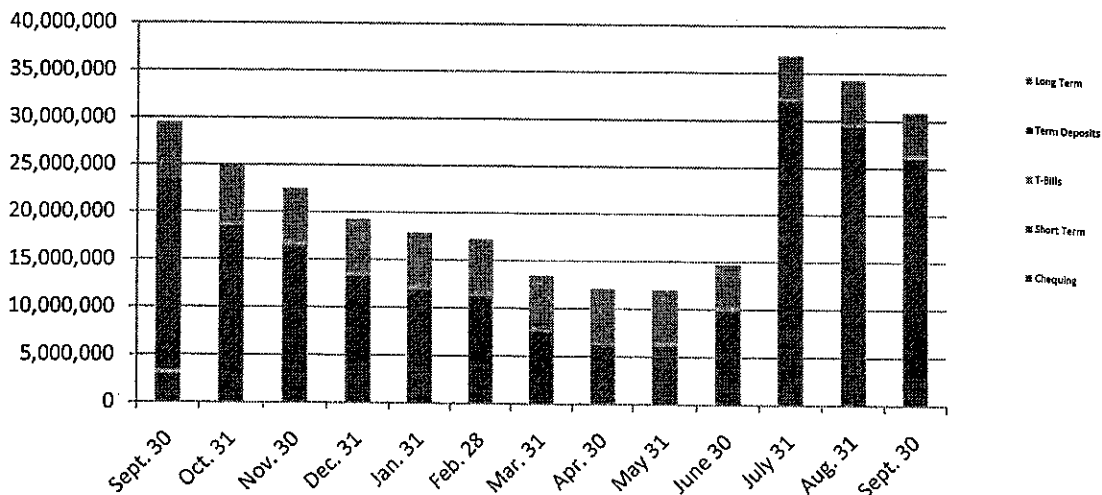
Interest received from investments
Interest accrued (built up, yet to receive) on investments

Market value changes of investments
Interest received on chequing account balance
Grand total revenues before investment manager fees
Deduct: investment manager fees for investments
Grand total revenues after investment manager fees

Total	Short Term	Long Term
100,458	14,328	86,130
66,773	13,414	53,359
167,231	27,741	139,490
(47,181)	n/a	(47,181)
17,969	17,969	n/a
138,019	45,710	92,309
-13,505	-3,506	-9,999
124,514	42,204	82,310

BALANCES IN THE VARIOUS ACCOUNTS - LAST 12 MONTHS

	Chequing	Short Term	T-Bills	Term Deposits	Long Term	Total
Sept. 30	2,978,244	0	426,845	20,000,000	6,028,318	29,433,407
Oct. 31	4,541,164	14,000,051	426,936	0	5,999,631	24,967,783
Nov. 30	7,538,298	9,000,000	427,024	0	5,620,830	22,586,152
Dec. 31	4,268,966	9,003,633	427,114	0	5,534,340	19,234,053
Jan. 31	4,900,389	7,010,378	427,205	0	5,556,039	17,894,011
Feb. 28	4,250,354	7,012,476	427,287	0	5,547,408	17,237,526
Mar. 31	591,446	7,015,089	427,378	0	5,489,385	13,523,298
Apr. 30	2,207,357	4,007,343	427,466	0	5,449,831	12,091,997
May 31	6,147,146	0	427,556	0	5,448,219	12,022,922
June 30	6,873,801	3,000,000	427,729	0	4,375,153	14,676,683
July 31	9,042,151	23,001,988	427,923	0	4,374,615	36,846,677
Aug. 31	6,456,926	23,005,425	427,923	0	4,384,790	34,275,064
Sept. 30	3,032,003	23,012,646	428,142	0	4,423,160	30,895,951



STATEMENT OF OPERATIONS
September 30, 2010

	2009	2010	Budget	Variance	
	\$	\$	\$	\$	%
OPERATIONAL REVENUES					
Property taxes	32,448,614	30,560,709	30,590,788	\$30,078	0%
User fees and sales of goods	1,939,122	1,339,068	2,022,398	\$683,330	34%
Government transfers	1,448,984	1,047,814	1,254,523	\$206,709	16%
Investment income (operating)	230,586	138,019	250,000	\$111,981	45%
Penalties and costs on taxes	111,547	141,737	115,000	(\$26,737)	-23%
Licenses, permits and fines	266,293	258,584	177,250	(\$81,334)	-46%
Rentals	29,434	36,531	34,218	(\$2,313)	-7%
Insurance proceeds	2,412	4,129	0	(\$4,129)	
Development levies	33,000	175,572	0	(\$175,572)	
Municipal reserve revenue	34,074	93,232	0	(\$93,232)	
Sale of equipment	7,913	6,056	0	(\$6,056)	
Other	263,459	227,324	217,000	(\$10,324)	-5%
Total operating revenues	36,815,438	34,028,775	34,661,177	\$632,402	2%
OPERATIONAL EXPENSES					
Legislative	559,407	353,141	539,619	\$186,478	35%
Administration	3,589,632	3,236,665	4,114,197	\$877,532	21%
Protective services	1,686,747	353,587	1,105,656	\$752,069	68%
Transportation	10,841,485	4,464,741	11,507,534	\$7,042,793	61%
Water, sewer, solid waste disposal	3,532,975	1,585,311	4,087,232	\$2,501,921	61%
Public health and welfare (FCSS)	583,771	566,349	635,053	\$68,704	11%
Planning, development, agriculture	1,907,330	965,111	2,217,045	\$1,251,934	56%
Recreation and culture	1,388,576	1,083,368	1,467,530	\$384,162	26%
School requisitions	6,768,922	3,276,970	6,559,007	\$3,282,037	50%
Lodge requisitions	568,212	720,470	720,470	(\$0)	0%
Non-TCA projects	1,156,348	374,224	1,316,763	\$942,539	72%
Total operating expenses	32,583,406	16,979,936	34,270,106	\$17,290,170	50%
Excess (deficiency) before other	4,232,032	17,048,839	391,071	(\$16,657,768)	-4260%
OTHER REVENUE (for capital projects)					
Government transfers for capital	9,072,364	4,365,834	6,564,867	\$2,199,033	33%
Investment income (capital)	10,082	0	0	\$0	
Other revenue for capital	115,502	13,859	359,798	\$345,939	96%
Proceeds from sale of physical assets	320,517	1,019,098	571,585	(\$447,513)	-78%
EXCESS (DEFICIENCY) - PSAB Model	13,750,497	22,447,630	7,887,321	(\$14,560,309)	-185%
Convert to local government model					
Remove non-cash transactions	6,125,091	0	6,061,556	\$6,061,556	100%
Remove revenue for capital projects	(9,518,465)	(5,398,791)	(7,496,250)	(\$2,097,459)	28%
Long term debt principle	1,316,048	728,896	1,709,972	\$981,076	57%
Transfers to/from reserves	8,991,074	(353,806)	4,742,655	\$5,096,461	107%
EXCESS (DEFICIENCY) - LG Model	50,000	\$,673,748	(0)	(\$16,673,749)	

Mackenzie County
Summary of All Units
For the Nine Months Ending September 30, 2010

	2009 Actual	2010 Actual	2010	\$ Budget	% Budget
	Total	Total	Budget	Remaining	Remaining
OPERATING REVENUES					
100-Taxation	\$32,219,106	\$30,264,023	\$30,335,405	\$71,382	0%
124-Frontage	\$211,891	\$302,660	\$264,220	(\$38,439)	-15%
420-Sales of goods and services	\$309,603	\$145,728	\$145,875	\$147	0%
421-Sale of water - metered	\$1,281,710	\$933,586	\$1,474,902	\$541,316	37%
422-Sale of water - bulk	\$347,810	\$259,754	\$401,621	\$141,867	35%
424-Sale of land	\$24,763	\$7,909	\$0	(\$7,909)	
510-Penalties on taxes	\$111,547	\$141,737	\$115,000	(\$26,737)	-23%
511-Penalties of AR and utilities	\$26,409	\$21,805	\$25,000	\$3,195	13%
520-Licenses and permits	\$12,870	\$8,535	\$12,000	\$3,465	29%
521-Offsite levy	\$33,000	\$175,572	\$0	(\$175,572)	
522-Municipal reserve revenue	\$34,074	\$93,232	\$0	(\$93,232)	
526-Safety code permits	\$189,256	\$169,421	\$150,000	(\$19,421)	-13%
525-Subdivision fees	\$36,815	\$15,460	\$10,000	(\$5,460)	-55%
530-Fines	\$26,902	\$64,388	\$0	(\$64,388)	
531-Safety code fees	\$450	\$781	\$5,250	\$4,469	85%
550-Interest revenue	\$288,072	\$185,200	\$250,000	\$64,800	26%
551-Market value changes	(\$57,486)	(\$47,181)	\$0	\$47,181	
560-Rental and lease revenue	\$29,434	\$36,531	\$34,218	(\$2,313)	-7%
570-Insurance proceeds	\$2,412	\$4,129	\$0	(\$4,129)	
592-Well drilling revenue	\$15,493	\$4,832	\$22,000	\$17,168	78%
597-Other revenue	\$84,940	\$189,640	\$170,000	(\$19,640)	-12%
598-Community aggregate levy	\$111,855	\$3,138	\$0	(\$3,138)	
630-Sale of non-TCA equipment	\$7,913	\$6,056	\$0	(\$6,056)	
830-Federal grants	\$0	\$1,364	\$0	(\$1,364)	
840-Provincial grants	\$1,448,984	\$1,046,450	\$1,254,523	\$208,073	17%
990-Over/under tax collections	\$17,617	(\$5,973)	(\$8,838)	(\$2,865)	32%
TOTAL REVENUE	\$36,815,438	\$34,028,775	\$34,661,177	\$632,402	2%
OPERATING EXPENSES					
110-Wages and salaries	\$4,285,154	\$2,730,488	\$4,409,466	\$1,678,978	38%
132-Benefits	\$721,693	\$505,494	\$716,378	\$210,884	29%
136-WCB contributions	\$31,815	\$14,165	\$37,381	\$23,216	62%
142-Recruiting	\$0	\$0	\$5,000	\$5,000	100%
150-Isolation cost	\$33,554	\$42,777	\$36,000	(\$6,777)	-19%
151-Honoraria	\$396,957	\$218,854	\$446,700	\$227,846	51%
211-Travel and subsistence	\$308,845	\$166,615	\$326,461	\$159,846	49%
212-Promotional expense	\$10,164	\$13,267	\$45,106	\$31,839	71%
214-Memberships & conference fees	\$83,452	\$84,215	\$91,135	\$6,920	8%
215-Freight	\$77,824	\$48,799	\$110,070	\$61,272	56%
216-Postage	\$43,615	\$22,603	\$36,220	\$13,617	38%
217-Telephone	\$203,156	\$129,445	\$166,300	\$36,855	22%
221-Advertising	\$50,215	\$38,175	\$71,645	\$33,470	47%
223-Subscriptions and publications	\$5,199	\$2,699	\$10,650	\$7,951	75%
231-Audit fee	\$54,101	\$21,020	\$54,600	\$33,580	62%
232-Legal fee	\$211,123	\$56,128	\$48,500	(\$7,628)	-16%
233-Engineering consulting	\$297,121	\$41,557	\$186,000	\$144,443	78%
235-Professional fee	\$1,217,551	\$747,468	\$1,253,020	\$505,552	40%
236-Enhanced policing fee	\$122,565	\$63,360	\$196,250	\$132,890	68%
239-Training and education	\$29,877	\$24,053	\$79,477	\$55,424	70%

	2009 Actual	2010 Actual	2010	\$ Budget	% Budget
	Total	Total	Budget	Remaining	Remaining
242-Computer programming	\$37,372	\$24,731	\$33,200	\$8,469	26%
251-Repair & maintenance - bridges	\$10,494	\$73,917	\$50,000	(\$23,917)	-48%
252-Repair & maintenance - buildings	\$117,207	\$94,553	\$221,265	\$126,712	57%
253-Repair & maintenance - equipment	\$212,069	\$116,507	\$229,400	\$112,893	49%
255-Repair & maintenance - vehicles	\$108,163	\$70,351	\$118,700	\$48,349	41%
258-Contract graders	\$192,392	\$120,551	\$118,500	(\$2,051)	-2%
259-Repair & maintenance - structural	\$1,483,662	\$624,481	\$1,671,031	\$1,046,550	63%
261-Ice bridge construction	\$90,104	\$51,229	\$100,000	\$48,771	49%
262-Rental - building and land	\$109,123	\$70,932	\$80,701	\$9,769	12%
263-Rental - vehicle and equipment	\$97,745	\$85,222	\$70,862	(\$14,360)	-20%
266-Communications	\$65,486	\$46,814	\$63,406	\$16,592	26%
267-AVL maintenance	\$6,039	\$0	\$0	\$0	
271-Licenses and permits	\$8,163	\$2,294	\$12,089	\$9,795	81%
272-Damage claims	\$736	\$555	\$10,000	\$9,445	94%
273-Taxes	\$11,326	\$17,089	\$8,030	(\$9,059)	-113%
274-Insurance	\$193,590	\$224,851	\$310,791	\$85,940	28%
342-Assessor fees	\$233,372	\$149,950	\$233,180	\$83,230	36%
290-Election cost	\$0	\$185	\$7,500	\$7,315	98%
511-Goods and supplies	\$723,083	\$440,516	\$814,925	\$374,409	46%
512-Medical supplies	\$6,629	\$0	\$0	\$0	
521-Fuel and oil	\$550,752	\$252,017	\$522,403	\$270,386	52%
531-Chemicals and salt	\$194,019	\$108,967	\$334,400	\$225,433	67%
532-Dust control	\$390,791	\$602,571	\$340,000	(\$262,571)	-77%
533-Grader blades	\$147,542	\$48,471	\$125,000	\$76,529	61%
534-Gravel (apply; supply and apply)	\$926,651	\$728,533	\$1,622,710	\$894,177	55%
535-Gravel reclamation cost	\$41,031	\$0	\$50,000	\$50,000	100%
543-Natural gas	\$107,515	\$91,096	\$132,250	\$41,154	31%
544-Electrical power	\$435,197	\$320,001	\$412,800	\$92,799	22%
710-Grants to local governments	\$1,298,329	\$1,577,823	\$1,500,000	(\$77,823)	-5%
735-Grants to other organizations	\$1,476,112	\$1,387,118	\$1,557,311	\$170,193	11%
747-School requisition	\$6,768,922	\$3,276,970	\$6,559,007	\$3,282,037	50%
750-Lodge requisition	\$568,212	\$720,470	\$720,470	(\$0)	0%
810-Interest and service charges	\$17,731	\$16,828	\$16,800	(\$28)	0%
831-Interest - long term debt	\$395,863	\$193,401	\$456,697	\$263,296	58%
921-Bad debt expense	\$21,784	\$25,016	\$2,000	(\$23,016)	-1151%
922-Tax cancellation/write-off	\$57,491	\$70,519	\$60,000	(\$10,519)	-18%
992-Cost of land sold	\$13,288	\$0	\$0	\$0	
993-NBV value of disposed TCA	\$663,848	\$0	\$687,045	\$687,045	100%
994-Change in inventory	\$844,729	\$0	\$77,290	\$77,290	100%
995-Depreciation of TCA	\$4,616,513	\$0	\$5,297,221	\$5,297,221	100%
TOTAL OPERATIONAL EXPENSES (excl. projects)	\$31,427,059	\$16,605,712	\$32,953,343	\$16,347,631	50%
Non-TCA projects	\$1,156,348	\$374,224	\$1,316,763	\$942,539	72%
TOTAL OPERATIONAL EXPENSES (incl. projects)	\$32,583,406	\$16,979,936	\$34,270,106	\$17,290,170	50%
EXCESS (DEFICIENCY)	\$4,232,032	\$17,048,839	\$391,071	(\$16,657,768)	-4260%

(continued on next page)

	2009 Actual	2010 Actual	2010	\$ Budget	% Budget
	Total	Total	Budget	Remaining	Remaining
OTHER REVENUES (CAPITAL)					
125-Connection rees	\$90,000	\$0	\$0	\$0	
830-Federal transfers for capital	\$335,908	\$22,551	\$975,144	\$952,593	98%
840-Provincial transfers for capital	\$8,736,456	\$4,343,283	\$5,589,723	\$1,246,440	22%
550-Interest revenue	\$10,082	\$0	\$0	\$0	
575-Contributed TCA	\$19,230	\$0	\$0	\$0	
597-Other capital revenue	\$6,272	\$13,859	\$359,798	\$345,939	96%
630-Proceeds of sold TCA	\$141,735	\$846,000	\$300,000	(\$546,000)	-182%
631-Proceeds of traded-in TCA	\$178,782	\$173,098	\$271,585	\$98,487	36%
	\$9,518,465	\$5,398,791	\$7,496,250	\$2,097,459	28%
EXCESS (DEFICIENCY) - PS MODEL	\$13,750,497	\$22,447,630	\$7,887,321	(\$14,560,309)	-185%

CONVERT TO LG INCOME STATEMENT:

Remove non-cash transactions associated with PSAB changes

993-NBV value of disposed TCA	\$663,848	\$0	\$687,045	\$687,045	100%
994-Change in inventory	\$844,729	\$0	\$77,290	\$77,290	100%
995-Amortization of TCA	\$4,616,513	\$0	\$5,297,221	\$5,297,221	100%

Remove TCA revenues

Total of OTHER per above	(\$9,518,465)	(\$5,398,791)	(\$7,496,250)	(\$2,097,459)	28%
--------------------------	---------------	---------------	---------------	---------------	-----

Add LTD principle paid

832-Principle Payments	\$1,316,048	\$728,896	\$1,709,972	\$981,076	57%
------------------------	-------------	-----------	-------------	-----------	-----

Add/Deduct LG model TF to/from reserves

930-Contributions from Operating Reserve	(\$108,339)	(\$353,806)	(\$266,514)	\$87,292	-33%
762-Contribution to Capital (funding TCA projects)	\$4,884,901	\$0	\$3,094,169	\$3,094,169	100%
763-Contribution to Capital Reserves	\$2,829,907	\$0	\$1,795,000	\$1,795,000	100%
764-Contribution to Operating Reserves	\$1,384,606	\$0	\$120,000	\$120,000	100%

EXCESS (DEFICIENCY) - LG MODEL	\$50,000	\$16,673,748	(\$0)	(\$16,673,749)	
---------------------------------------	-----------------	---------------------	--------------	-----------------------	--

Project Name	Total costs so far (= prior years + 2010 costs)	Costs in Prior Years (2007-2009)	2010 Budget	2010 Costs up to Sept. 30	2010 Budget Remaining, on Sept. 30	Status Update on September 30, 2010	% Completion
--------------	---	----------------------------------	-------------	---------------------------	------------------------------------	-------------------------------------	--------------

Administration Department

Questica Budget Module	12,050	0	15,000	12,050	2,950	Implementation completed. Being used now.	100%
FV Buildings Alarm System	0	0	13,128	0	13,128	Will be undertaken as part of the FV office upgrade.	0%
La Crete Office Building	3,044,249	2,134,880	1,051,375	909,369	142,006	Tender Complete/ Waiting for boardroom table and soundproofing between offices.	99%
Zama Multi-Use Facility	2,243,247	359,991	2,611,956	1,883,256	728,700	The project is near completion. Official opening date to be determined.	90%
Virtual City Hall (Diamond Municipal Solutions)	0	0	20,000	0	20,000	Scheduled to begin in September, acquiring an updated quote.	0
FV - Ford 9 Passenger Handivan	72,862	0	80,000	72,862	7,138	Completed.	100%
Fort Vermilion - Corporate Office Upgrade	139,610	16,850	1,738,150	122,760	1,615,390	The project started early August.	\$1
Vehicle for Administrator	32,640	0	35,000	32,640	2,360	Completed.	100%
La Crete Library Building	1,950	0	5,000	1,950	3,050	Design stage in progress	1%
Total department 12				3,034,887	2,534,722		

Fire Department

2009 Pumper Truck (Zama FD)	345,556	132,972	199,063	212,584	-13,521	Purchased and delivered	100%
Tompkins Fire Hall Construction	33,160	0	300,000	33,160	266,840	Clearing complete. Site prep complete. Still in design stage	10%
2009 Fire/Water Truck (as per RSSA with the Town of High Level)	218,000	0	300,000	218,000	82,000	On order	
New Fire Hall / Public Works Building (Zama)	754,962	144,546	594,954	610,416	-15,462	Done	100%
Fire Guard Expansion Zama	347,621		369,696	347,621	22,075	Done	100%
Total department 23				1,421,781	341,932		

Project Name	Total costs so far (= prior years + 2010 costs)	Costs in Prior Years (2007-2009)	2010 Budget	2010 Costs, up to Sept. 30	2010 Budget Remaining, on Sept. 30	Status Update on September 30, 2010	% Completion
Transportation Department							
La Crete 98th Ave - Urban Standard	3,664,588	3,645,813	154,187	18,775	135,412	Tender complete / Waiting for RR Cable and Atco to remove line and poles.	99%
Wolfe Lake Road & Water Point	30,571	30,571	469,429	0	469,429	In conjunction with AJA drainage project	0%
Road Construction Requests (South)	77,556	77,556	22,444	0	22,444	Completed by AT's overlay project.	100%
FV Rural - Gull Creek Bridge (BF 9041)	178,522	0	250,000	178,522	71,478	Completed	100%
FV - Compact Utility Tractor	20,966	0	25,000	20,966	4,034	Completed	100%
Public Works Shop Construction (relocate to WTP site) (La Crete)	823,716	736,298	90,000	87,418	2,582	Tender complete / Dealing with some minor deficiencies	99%
FV - Coverall Shelter for Rocky Lane Grader	0	0	30,000	0	30,000	In the finishing stages.	80%
FV - Paving 53 St from River Rd. to 48 Ave (Urban Standard)	6,872	0	5,000	6,872	-1,872		0%
FV - Paving D.A. Thomas Park	0	0	1,000	0	1,000	Not going to do project.	0%
FV - Paving Lodge Parking	0	0	1,000	0	1,000	Not going to do project.	0%
FV - Skid Steer (Bobcat)	0	0	38,195	0	38,195	Done	100%
HL Rural - Drainage (East)	22,392	0	500,000	22,392	477,608	Approval received from Dene Tha Band. The next step is Albera Environment & tendering.	5%
HL Rural - Reconstruction of TWP Rd 110-2 (4 miles)	27,862	0	150,000	27,862	122,138	1 Road has been completed. Currently working on another road rebuild south of High Level.	50%
LC - Grader Replacement (Blue Hills)	338,961	0	350,000	338,961	11,039	Complete	100%
LC 102 Str & 92 Ave curb, gutter & sidewalk	1,711,394	1,710,218	39,782	1,476	38,606	Tender 100% complete, needs some warranty work.	100%
LC - Public Works - Salt and Sand Shelter & Asphalt Pad for Salt and Sand Shed	97,121	0	133,180	97,121	36,059	Asphalt pad complete, may need to add funds in 2011 for salt shed.	75%
Zama Bears paw Crescent	492,261	492,261	49,633	0	49,633	Paving completed. Ditches in progress.	
LC - Public Works Shop - Plow Truck Replacement (unit 1844)	65,112	0	70,000	65,112	4,888	Complete	100%

Project Name	Total costs so far (= prior years + 2010 costs)	Costs in Prior Years (2007-2009)	2010 Budget	2010 Costs, up to Sept. 30	2010 Budget Remaining, on Sept. 30	Status Update on September 30, 2010	% Completion
River Road (Fort Vermilion)	1,107,789	1,102,493	55,490	5,296	50,194	Complete. Line painting done July 2010	100%
LC - Public Works Shop - Skid Steer Replacement	0	0	38,195	0	38,195	To take place this fall.	0%
LC - Paving of Parking Lot at the Lodge	0	0	1,000	0	1,000	On hold.	0%
Road Construction Requests	99,341	0	250,000	99,341	150,659	South: The 1.5 miles in the south 80% complete. North: Finished the road constructions. (2 roads) 100% complete.	
Zama - Skid Steer (Bobcat)	0	0	38,195	0	38,195		
Zama - Hotsy 1270 Hot Water Steamer	0	0	7,000	0	7,000		
Zama - Truck Box Sander	0	0	15,000	0	15,000		
Zama - Water Tank	0	0	7,900	0	7,900		
Apache Road - Pull Out Area	20,000	0	50,000	20,000	30,000	In planning stage.	
Hwy 697 Drainage (Buffalo Head)	43,158	15,176	66,780	27,982	38,798	In progress, almost complete.	80%
Rocky Lane Road Reconstruction	258,427	130,760	169,240	127,667	41,573	Pavement & road repairs complete.	100%
AJA Friesen Road Reconstruction	533,021	457,645	242,355	75,376	166,979	Tender review in progress.	5%
LC 100th Ave Reconstruction - CAMRIF (BCF)	888,963	99,431	1,279,213	789,532	489,681	Final inspection is scheduled for Sept 8, 2010	99%
Service box for FV truck	19,000	0	19,000	19,000	0	Done	100%
Demo Gravel Truck (Prairie Hydraulics)	129,200	0	240,000	129,200	110,800	Truck on order. Down payment made.	50%
Total department 32			4,858,217	2,158,571	2,699,646		

Airport Department

LC - Airport Paving	1,201,230	0	2,595,670	1,201,230	1,394,440	Asphalt complete, cleanup underway.	90%
FV - Airport Paving	347,270	0	1,308,890	347,270	961,620	Tender has been awarded.	
Zama - Helipad	0	0	100,000	0	100,000	Waiting for specs from integrated engineering.	
Total department 33		0	4,004,560	1,548,500	2,456,060		

Project Name	Total costs so far (= prior years + 2010 costs)	Costs in Prior Years (2007-2009)	2010 Budget	2010 Costs up to Sept. 30	2010 Budget Remaining, on Sept. 30	Status Update on September 30, 2010	% Completion
Water Treatment & Distribution Department							
FV - Water Line Services (school, church, college)	4,960	0	50,000	4,960	45,040	Waiting for engineering.	
Zama Water Treatment System	13,489,974	13,489,351	30,000	623	29,377	Nearly completed	98%
Paving of Raw Water Truck Fill Access: Sub Grade Prep and Pavement (La Crete)	4,200	0	10,000	4,200	5,800	Posponed this project, used a portion to clean the LC treated water reservoir	
FV WTP - Lab Renovation & Equipment	0	0	16,000	0	16,000	On hold until approval received.	
FV WTP - Upgrades	455,242	455,242	30,000	0	30,000	On hold until approval received.	
FV WTP - Truck 3/4 Single Cab	35,484	0	35,000	35,484	-484	Completed	
Raw Water Truck Fill - Zama	0	0	100,000	0	100,000	Planning stage	
Treated Water Truck Fill - La Crete	105,468	0	170,000	105,468	64,532	Tender complete, dealing with minor deficiencies	100%
FV WTP - Boiler/ Header	0	0	31,537	0	31,537	The work was done but we haven't received the invoice yet. Done in July.	
FV WTP - Filter Media Replacement	0	0	24,713	0	24,713	New quote received. Under review.	
LC - Hydrant Replacement Program	66,901	0	100,000	66,901	33,099	In progress	75%
LC WTP - Power Backup	0	0	99,000	0	99,000	Pending a Managerial review, may need these funds to fix filters at the WTP	0%
Rural Water - Phase I	272,502	0	3,520,969	272,502	3,248,467	Design stage	5%
Water Meter Reading System	51,407	0	50,000	51,407	-1,407	In progress	80%
Underground Sprinkler System at WTP site LC (Froese Enterprises)	0	0	6,000	0	6,000	On hold.	0%
Cardlock Water Usage Reading System	0	0	10,000	0	10,000	In progress	10%
<i>Total department 41</i>			4,283,219	541,545	3,741,674		

Project Name	Total costs so far (= prior years + 2010 costs)	Costs in Prior Years (2007-2009)	2010 Budget	2010 Costs, up to Sept. 30	2010 Budget Remaining, on Sept. 30	Status Update on September 30, 2010	% Completion
--------------	---	----------------------------------	-------------	----------------------------	------------------------------------	-------------------------------------	--------------

Sewer Disposal Department

Zama Waste Water Upgrade - phase 2 (CF)	4,101,873	4,024,619	100,000	77,254	22,746		
LC - Lagoon Upgrade	0	0	20,000	0	20,000	Study complete, Investigating options	0%
LC - Sewer Flusher	0	0	55,000	0	55,000	On order	25%
LC - Sewer Trunk Main	1,343	0	420,400	1,343	419,057	Complete	100%
North Point Subdivision Lift station	3,600	0	636,000	3,600	632,400	In progress	50%
Total department 42			1,231,400	82,197	1,149,203		

Solid Waste Disposal

WTS Fencing Fort Vermilion	27,852	2,011	32,989	25,841	7,148	Done	
Total department 43			32,989	25,841	7,148		

Agricultural Services Department

Blue Hills Storm Water Control & 103-2 rd (Blue Hills Drainage)	456,590	281,823	144,431	174,767	-30,336	Complete, contractor to do some cleanup.	99%
Bushe River Flood Control (CN Ditch)	0	0	60,000	0	60,000		0%
Blue Hills Drainage Study	9,895	9,895	10,105	0	10,105	To be reviewed at next ASB meeting.	
Total department 63			214,536	174,767	39,769		

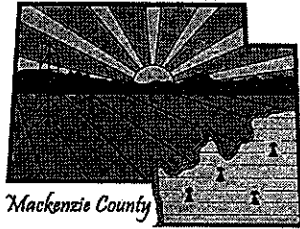
Recreation Department

Fort Vermilion Arena - Dressing Rooms	0	0	375,000	0	375,000		
Fort Vermilion Recreation Board	6,624	0	25,000	6,624	18,376		
La Crete Recreation Board	46,742	0	65,000	46,742	18,258		
La Crete Ball Park	0	0	61,759	0	61,759		
Zama Recreation Board	0	0	40,000	0	40,000		
Total department 71			566,759	53,366	513,393		

Project Name	Total costs so far (= prior years + 2010 costs)	Costs in Prior Years (2007-2009)	2010 Budget	2010 Costs, up to Sept. 30	2010 Budget Remaining, on Sept. 30	Status Update on September 30, 2010	% Completion
Parks & Playgrounds Department							
Machesis Lake Playground Additions: playground equipment & preparation	18,923	5,888	17,112	13,035	4,077	Installed second week of May.	
Dock Improvements	49,020	0	60,000	49,020	10,980	Wadlin dock installation complete	75%
Water Spray Park (Fort Vermilion)	0	0	80,000	0	80,000	On hold until budget complete.	
Zama Park - Installation of Water Line	175	0	10,000	175	9,825	In progress	
Zama Community Park Expansion	78,578	0	344,760	78,578	266,182	In progress	
Concrete Toilet - Zama	0	0	19,975	0	19,975	Toilets on order	
Concrete Toilet - Machesis Lake	0	0	16,650	0	16,650	Toilets on order	
Concrete Toilet - FV Arena Park	0	0	16,650	0	16,650	Toilets on order	
Concrete Toilet - LC Arena Park	0	0	14,450	0	14,450	Tank installed, waiting on washroom.	60%
Concrete Toilet - Hutch Lake	0	0	17,250	0	17,250	Toilets on order	
Fence around green space at Wadlin	10,303	0	11,000	10,303	697	Complete	100%
La Crete Walking Trails	0	0	57,000	0	57,000	Complete	100%
Cell Tower - Wadlin Lake	283	0	7,000	283	6,717	Complete	100%
RV Dump - Hutch Lake	0	0	6,600	0	6,600		
La Crete - Water Spray Park	0	0	120,000	0	120,000		
<i>Total department 72</i>			798,447	151,394	647,053		

TOTAL 2010 TCA Projects	23,323,449	9,192,849	14,130,600
--------------------------------	------------	-----------	------------

Note: The above report does not yet show the two capital projects that were approved in the Council meeting of September 29, 2010: (a) the Land Purchase in the Hamlet of Zama, budgeted \$140,000, and (b) the Fort Vermilion Dressing Room Addition Project (RInC Program), budgeted up to \$350,000.



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 13, 2010
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Electoral Boundary Review Update

BACKGROUND / PROPOSAL:

A copy of the Ward Boundary Review Preliminary Report is attached for review and discussion by Council

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

For discussion.

Author: C. Gabriel

Review by: _____

CAO

2010

Mackenzie County – Ward Boundary Review

Preliminary Report

Beacon for Change Inc.
9/1/2010

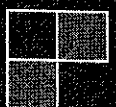


Table of Contents

Background	2
Aim	3
Policy Statement	3
Basic Criteria	4
Council Input.....	4
Assumptions	5
Observations.....	5
Options	6
Conclusions	7
Recommendations	8
Attachments:	9
Table 1: Population by Ward including "Shadow" Population.....	9
Table 2: Population by Ward excluding "Shadow" Population.....	10

Background

In late 2009 and early 2010, concern was raised by some members of the public that the current ward boundaries in Mackenzie County were not as representative of the population distribution in the County as they could be. Those concerns were brought to the attention of County Council and ultimately to the Minister of Municipal Affairs who noted that the Municipality had the authority to address them and accordingly, recommended that the County initiate a process to that end. This was done and a review of existing ward boundaries was initiated in February, 2010. A municipal census was subsequently added to the scope of the review to ensure that the available population and demographic data and population migration trends were current.

The County's initial intent was to have the review completed by April 1st, 2010 to accommodate any potential changes prior to the municipal elections scheduled for October, 2010. The County's solicitors, Brownlee LLP, were asked to review the practicality of this intent and in an

opinion dated 30 December, 2009, "... quickly determined that the chances of completing the report and bylaw adopting new wards for the upcoming election are slim to none". The reasons for this related to the provisions of the Municipal Government Act which states in Section 149 that a bylaw changing ward boundaries must be passed at least 180 days prior to an election and that such a bylaw is both required to be advertised and subject to a petition from the public at any time up to 60 days after the last day of advertising. They concluded that even under ideal conditions, there was insufficient time to do everything necessary to amend the ward boundaries in time for the 2010 Election.

In February, 2010, Mackenzie Council determined that any changes to ward boundaries resulting from this review would be implemented for the 2013 Municipal Election. It was also decided at that time that the review of ward boundaries would take place after the Municipal Census.

Aim

The aim of this report is to provide Mackenzie County Council with options to address issues of representation in the electoral wards used by the municipality.

Policy Statement

To guide the review of the current Ward boundaries, Mackenzie County established the following policy statement: *"The County requires clear, distinct and easily identifiable ward boundaries which are essential in the municipal election process. Ward boundary design should also respect the principals of good democratic government and strive to consider:*

- *Population;*
- *Geographic Regions;*
- *Shadow Population;*
- *Overall equality; and*
- *Mackenzie County's specialized status as per Order in Council No. 54/2001."*

Basic Criteria

The broad expression of intent reflected in the Policy Statement was augmented by the following criteria:

- *Population*
 - *The total population is to be used not only the number of electors.*
 - *The optimum is to have the population divided by the number of wards with a plus/minus of 30% and factoring in distance/sparsity.*
- *Community, Economic and Cultural Interests*
 - *The wards should be designed to accommodate community interests, economics, overall land mass and accessibility.*
- *Future Growth*
 - *Ward boundaries should be designed with the view of lasting at least three municipal elections.*
 - *The potential for growth or decline in the region should be properly considered along with wealth generation.*
- *Easily Identifiable Wards*
 - *Wherever possible, ward boundaries should follow identifiable lines such as rivers, highways, hamlets, etc.*
- *Changes*
 - *The review and proposed changes should be conducted to minimize disruption to current boundaries where possible.*

Council Input

In addition to the Policy Statement and Basic Criteria, County Council were asked what the issues were from their perspective and what was currently working well. In response to this request, Council provided the following input:

- *Issues*
 - *La Crete feels under-represented*
 - *Discontent in Wards 3 and 4 where most of the growth is taking place*
 - *Perception issues*
 - *Urban vs rural*

- Where revenue is generated vs where it is spent
 - Mennonite vs others
- Population shifts
 - Is the majority still in the rural areas?
- Don't have representation by population
- Minority is running the majority
- Split Council (5/5 voting)
- Town of High Level
- Shadow population
- Working Well
 - Good balance
 - Programs and services have improved
 - Facilities are being provided
 - Workable sized Council
 - Councillors may disagree but work reasonably well as a Council
 - People are generally satisfied

Assumptions

This review has not considered as an option, the possibility that the Hamlet of La Crete could incorporate as a separate municipality and in so doing cease to be a component of the specialized status enjoyed by Mackenzie County.

Observations

Mackenzie County's geographic size and relatively limited transportation infrastructure is a significant factor in determining the practicality of representation for the determination of ward boundaries. While the principle of representation by population is pre-eminent in determining electoral boundaries, this geographic reality mitigates against achieving the optimum population balance across all wards. Indeed, if the wards were realigned to reflect populations that were plus or minus 25% or even 30% of the average, it would create some with huge distances for the elected representative to cover and others with very small distances to be covered. This in turn would create inequities in the ability of some members of

Council to adequately represent their ratepayers. The burden of travel alone, particularly during periods of inclement weather, would place those members of Council and by extension, their ratepayers, at a significant disadvantage in relation to their peers on Council and in other parts of the County.

Even with a prolonged economic downturn, that could reasonably be expected to have disproportionately impacted a resource based economy such as that found in Mackenzie County, the population of the County has remained relatively stable. It has however, shifted. Despite the fact that about 64% of the population is located in "rural" areas, there is a distinct trend toward more rapid and significant population increase in La Crete and area than elsewhere. Indeed, slightly more than 40% of the population is either employed or enrolled in school in La Crete.

There is a relatively homogeneous population based on the Mennonite culture in the La Crete area.

The largest part of the County's assessment and resulting tax revenue is concentrated in the sparsely populated Wards 9 and 10. It is also in these two western wards and to a lesser extent, the adjoining Ward 8 that the largest portion of the shadow population is to be found. This shadow population is located mainly in the work camps servicing the oil and gas industry in the Zama City and Rainbow Lakes areas and can be significant particularly at certain times of the year depending upon seasonal and economic factors.

Ward 10 and to a lesser extent, Ward 9 represent the biggest transportation challenge because of their large, sparsely populated areas and relatively limited road network.

While not imminent and therefore not a significant factor in this review, there is the potential that at some point in the future, the Town of Rainbow Lake could choose to join the County. Should this occur, it would significantly alter the east-west population numbers and create an additional relatively large urbanized population centre.

Options

While there is no one solution that fully meets all of the *Basic Criteria*, there are a number of options that were examined against the *Policy Statement*, *Basic Criteria* and input provided by Council. With the exception of the first, electing Council *at large*, they are not exclusive of each other and could be introduced individually or in combination.

Council Elected *at large*. One option that is available to Council is to eliminate wards entirely and elect Councillors *at large*. This would mean that electors from across the municipality would elect the Council from a slate containing all candidates. Council could be of any size and the top vote getters up to that number from wherever they might reside in the County would form the Council. This would eliminate the tendency toward ward-focused politics but could concentrate representation in the more densely populated areas. Candidates from rural areas would likely initially be at a disadvantage.

Combine Ward 6 with Wards 7 and 8. This option would eliminate one ward and redistribute that ward's population and geographic area to two adjoining wards. In so doing, it would better balance the population in the two remaining wards and bring them closer to the average population for wards in the County. Under this option, the portion of Ward 6 south of the Peace River would be combined with the existing Ward 7 while that portion of Ward 6 north of the River would be combined with the existing Ward 8.

Reduce the size of Ward 3 by combining portions of it with Wards 2 and 4. This option would see Ward 3 being split with parts of the existing ward being absorbed by Wards 2 and 4 leaving a new Ward 3 that is reduced in area and population.

Add one additional Councillor to represent the La Crete area. This option would add one additional Councillor to La Crete and would address the issue of balanced representation for the short term. To accomplish this there are two potential approaches:

- Divide Ward 3 into two separate wards; and
- Elect two Councillors *at large* from Ward 3.

Add two additional Councillors to represent the La Crete area. This option would add two additional Councillors to La Crete and would address the issue of balanced representation for the medium to long term. There are two potential ways of doing this:

- Divide Ward 3 into three separate wards; and
- Elect three Councillors *at large* from Ward 3.

Conclusions

The main issue would appear to be representation for La Crete, the existing Ward 3, which has the largest concentration of population and is likely to continue to experience more rapid population increase than other wards.

While there are a number of options available to Council, there is no panacea that adequately addresses the main issue without creating other issues that may ultimately prove to be no less problematic. In the face of this reality, it is in the best interests of the municipality and its ratepayers to find a solution that minimizes disruption while balancing the competing demands of the *Basic Criteria* and ensuring equitable representation of ratepayers throughout the County. The benefits of change should outweigh the potential impact of the change.

Recommendations

Given Mackenzie County's unique circumstances of geography, population distribution, assessment base and economic development potential, the simplest, most easily implemented and least disruptive option would be to increase the number of Councillors elected in Ward 3 from one to three with those Councillors being elected *at large* from within the existing ward boundary. This would increase the size of Council to 12 which is less than ideal but is still workable under the circumstances. It would also provide better Councillor to population balance across all wards and has the potential to accommodate future population growth. It would however, change the political dynamic and could exacerbate the perception of an urban/rural split on Council. It would most certainly make it even more important that the County operate as a specialized municipality and that Council be seen to be acting in the best interests of the whole municipality and not just in the interests of their individual wards.

When the population of La Crete, Ward 3, reaches a threshold of 4000, it is recommended that the County examine the possibility of dividing that population into three separate wards as an alternative to electing three Councillors *at large*.

It is also recommended that minor adjustments be made to Wards 9 and 10 to ensure that to the extent possible, the roads used to access the various parts of each ward are inclusive to them.

Attachments:

Table 1: Population by Ward including "Shadow" Population.

**2010 Mackenzie County Ward Boundary Review
Municipal Population Deviation Analysis**

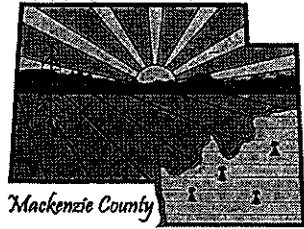
Ward No.	Municipal 2010 Population (includes Temp. Residents)	Population Difference from Average	Population Range (+/- 25%)
1	1,334	302	29%
2	889	-143	-14%
3	2,782	1,750	169%
4	1,357	325	31%
5	1,132	100	10%
6	656	-376	-36%
7	730	-302	-29%
8	514	-518	-50%
9	603	-429	-42%
10	326	-706	-68%
Totals or Ranges		Average	Acceptable Range
	10,323	1,032	< +/-25%

Table 2: Population by Ward excluding "Shadow" Population.

2010 Mackenzie County Ward Boundary Review

Municipal Population Deviation Analysis

Ward No.	Municipal 2010 Population (excludes temp. Residents)	Population Difference from Average	Population Range (+/- 25%)
1	1,322	331	33%
2	887	-104	-10%
3	2,753	1,762	178%
4	1,350	359	36%
5	1,115	124	13%
6	651	-340	-34%
7	726	-265	-27%
8	380	-611	-62%
9	584	-407	-41%
10	141	-850	-86%
Totals or Ranges		Average	Acceptable Range
	9,909	991	< +/-25%



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 13, 2010
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Drought Meeting

BACKGROUND / PROPOSAL:

See attached information regarding a drought meeting scheduled with MLAs and Ministers on October 26, 2010 in Edmonton.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

For discussion.

Author: C. Gabriel

Review by: _____

CAO

Council agenda RFD
Ashley Braun

From: Teresa Marin [Teresa.Marin@MDGreenview.ab.ca]
Sent: Monday, October 04, 2010 2:34 PM
To: irenec@birchhillscounty.com; alan@clearhillscounty.ab.ca; brogan1@countypg.ab.ca; Bill Kostiw; cao@mdbiglakes.ca; ben@mdfairview.ab.ca; Jim Squire; cao@mdnorth22.ab.ca; harvey@mdopportunity.ab.ca; mdpeace@wispernet.ca; lturcotte@mdsmokyriver.com; ramiles@northernsunrise.net; dnellis@saddlehills.ab.ca; kelly.kloss@woodbuffalo.ab.ca; mdsr133@mdspiritrivier.ab.ca; tmatius@mdspiritrivier.ab.ca
Cc: donnar@birchhillscounty.com; melissa@clearhillscounty.ab.ca; srnhart@countypg.ab.ca; Carol Gabriel; execsecretary@mdbiglakes.ca; lynn@mdfairview.ab.ca; Linda Walton; adminassist@countyofnorthernlights.com; Helen@mdopportunity.ab.ca; admin@saddlehills.ab.ca; kevin.greig@woodbuffalo.ab.ca; ccharest@mdspiritrivier.ab.ca; webmaster@woodbuffalo.ab.ca; charlotte@clearhillscounty.ab.ca
Subject: Drought Meeting - Rennie Cauchie's Retirement Dinner
Importance: High

Good Afternoon Reeves and CAOs,

DROUGHT MEETING:

All Municipalities and Counties that have passed a motion by their council to declare a drought disaster within the AAMDC Northern Zone this year, please provide me with any extra information on the situation in your area.

A meeting has been scheduled with the MLAs and Ministers to meet with representatives from these Municipalities/Counties to review the problems. We are asking that no more than two representatives from each Municipality/County affected by this drought declaration attend, please provide the names of those that will be attending.

The meeting will be held on **October 26, 2010 from 9:00 a.m. – 10:00 a.m. in Edmonton at the Legislature Building in Room #410.** In attendance will be Minister Hayden, Minister Oberle, Minister Goudreau, MLA Drysdale and possibly Minister Knight.

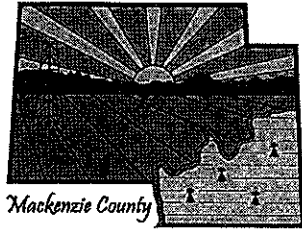
The meeting organizer has requested the names of those attending, and extra information regarding the drought situation in your area, please forward that information to me as soon as possible.

RENNIE CAUCHIE - RETIREMENT

There will be a Retirement Dinner held for Rennie Cauchie on October 21st, 2010 at the Valleyview Memorial Hall. Cocktails are at 6:00 p.m. and Dinner will be at 6:30 p.m. (Cash Bar). Tickets are available from the MD of Greenview Administration Building at a cost of \$15.00 each. Tickets will be available until October 15th, 2010. For more information contact our reception at 780.524.7600.

Teresa Marin
Corporate Services Executive Assistant

Municipal District of Greenview
Box 1079
Valleyview, AB T0H 3N0
Direct Line: 780-524-7627
Fax: 780-524-4307
Email: teresa.marin@mdgreenview.ab.ca



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 13, 2010
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Lobby Government Effectively Seminar

BACKGROUND / PROPOSAL:

A seminar is being held on how to lobby government effectively. Dates of the seminar are Thursday, November 4th and Saturday, November 6th.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

\$395.00 registration fee plus travel expenses

RECOMMENDED ACTION:

That all Council be authorized to attend the Lobby Government Effectively Seminar on November 4th and 6th in Edmonton.

Author: C. Gabriel Review by: _____ CAO: 

Carol Gabriel

cc agenda RFD and Council to attend

From: Maurice Fritze [mfritze@shaw.ca]
Sent: Monday, September 27, 2010 1:50 PM
To: Carol Gabriel

Regulatory and lobby campaigns

Successful lobby campaigns require a thorough knowledge of the decision making process, extensive contacts within government institutions, and an understanding of the various dynamics that affect the passage of a piece of legislation or the interpretation of a regulation.

Above all, however, these campaigns require extreme attention to detail based on a clear knowledge of who to approach, how, when and with what messages. **The flyer below** describes a seminar for any municipality or organization that needs to have government's ear.

Who should attend?

Senior administrators
Program directors
Elected officials
Personnel responsible for communication

For information about MacEwan and this course, call 780-497-5000

Business Continuing Education

For almost 40 years, MacEwan Business Continuing Education has been a hub for professional development short courses in class and online to help build your skills and knowledge in many areas including:

- Supervision
- Leadership
- Project Management
- Business Analysis
- Financial Planning
- Conflict Resolution
- Office Assistant
- Computer Applications

Courses may be customized to suit your organization's unique needs.

learning that fits

p: 780.497.5207

e: businessconed@macewan.ca

www.MacEwan.ca/business/ce

Lobby Government Effectively

If you're talking to government, you are lobbying. Through organized promotion of a particular viewpoint, you can effect legislative change, fine-tune regulatory regimes, and craft new laws. Designed for non-profits, business, labour and industry, you learn the what, who, how, why and when of lobbying. In addition, the eight determinants of success and three critical mistakes are presented. Current and past local lobbying activities are reviewed, and you will have the opportunity to work on your own lobbying ideas in this workshop/seminar.

Thursday, November 4, 6:00 – 9:00 p.m.

Saturday, November 6, 8:30 a.m. – 4:30 p.m.

City Centre Campus

Course Number: PRDV-0855, \$395

Presenter: Maurice Fritze

Maurice has been a communications professional for over 20 years consulting with boards of Directors of over 25 diverse organizations. As a lobbyist, he has researched and created strategies to drive legislative and/or regulatory change. He has also organized and led grass-roots lobbying campaigns for political action committees and community groups, targeting elected and senior government officials up to the Premier level. Maurice is the recipient of the 1992 Governor General's Commemorative Medal, and has been recognized by the Alberta Justice Minister for over 100 mediations at Provincial Court.

Maurice is a dynamic presenter and is well respected for his strategic thinking, insight, patience, diplomacy and exceptional interpersonal skills in navigating sensitive situations.

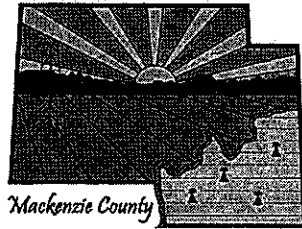
Bring your particular message to this workshop for advice and fine-tuning.

To register: p: 780.497.5000,
<http://webadvisor.MacEwan.ca>,
or in person at any campus



learning that fits

www.MacEwan.ca/business/ce



MACKENZIE COUNTY

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 13, 2010
Presented By:	William Kostiw, Chief Administrative Officer
Title:	High Level East Drainage Project

BACKGROUND / PROPOSAL:

A verbal update on the High Level east drainage project will be provided at the meeting. The tender closing date has been changed to October 27, 2010.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

That the High Level East Drainage Project tender document be approved as presented.

Author: C. Gabriel **Review by:** _____ **CAO** _____

TENDER FORM

FOR THE CONSTRUCTION OF:

PROJECT: **DRAINAGE IMPROVEMENT PROJECT
HIGH LEVEL EAST DRAINAGE**

LOCATION: **MACKENZIE COUNTY, ALBERTA**

TENDER OF: _____

to furnish and deliver all materials, to provide all necessary equipment and to do and perform all work in accordance with the Contract Documents for the above named project.

TO: **MACKENZIE COUNTY**

P.O. BOX 640

FORT VERMILION, AB, T0H 1N0

The undersigned has carefully examined the Invitation to Tender, the Addenda numbered *_____, the Tender Form, the Instructions to Tenderers, the General Conditions, the Supplementary Conditions, the Detailed Specifications, and the Drawings, prepared for the above named works.

The undersigned has carefully examined the site and hereby offers to provide all necessary equipment, do all work and furnish all materials called for by the Contract Documents in the manner prescribed therein, for the compensation listed in the Tender Form.

This offer is irrevocable for sixty (60) days from the date in which the tenders are opened and if accepted within sixty (60) days, the undersigned will undertake to enter into a contract in the form exhibited herein.

*NOTE: To be filled in by the Tenderer.

TENDER FORM

The undersigned also understands and agrees as follows:

1. The Engineer's estimate of quantities shown in the Unit Price Schedule is approximate and only for the purpose of comparing bids. No claim will be made because of any increase or decrease in the quantities.
2. The Owner reserves the right to increase, decrease, delete or vary any portion of work; and the Tenderer offers to do the work, whether the quantities are increased or decreased at the unit prices listed.
3. That the description of pay items in the Tender Form is in short form and that completed descriptions are contained within and that payment shall be made on that basis, measured on site by the Engineer.
4. To do extra work not covered by the attached Schedule of Prices which may be ordered by the Engineer and to accept as full compensation therefor such prices as may be agreed upon in accordance with the General Conditions of the Contract.
5. Within ten (10) days from the date of the "Notice of Acceptance" of this tender, to execute a Contract and upon execution of the Contract to furnish the Owner with a satisfactory Performance Guaranty and Maintenance Bond or Letter of Credit or Certified Cheque, in an amount equal to fifty percent (50%) of the Contract Sum, and a Labour and Materials Payment Bond in an amount equal to fifty percent (50%) of the Contract Sum, guaranteeing the faithful performance of all obligations in accordance with the Contract Documents and such policies of insurance as may be required under the Contract.
- 6.* To start work on the _____ day of _____, _____ and to complete the work in _____ **working days**, subject to Section GC8 and GC23 of the General Conditions.
7. That no person, firm or corporation other than the Tenderer has any interest in this Tender or in the Proposed Contract for which this Tender is made and to which it relates.
8. That this Tender is made by the Tenderer without any connection, knowledge, comparison of figures or arrangement with any other person or persons making a Tender for the same Contract and in all respects fair and without collusion or fraud.
9. The Tenderer also agrees that the awarding of a Contract based on this Tender shall be effected by the posting in a mail box or Post Office of a Notice to the effect, addressed to the Tenderer at the address given in the Tender. Posting of such notice in the manner provided herein shall constitute an acceptance of this Tender or such portion thereof as may be referred to in the Notice without communication with or any notice to the Tenderer.

* To be completed by the Tenderer.

TENDER FORM

Accompanying this Tender is a letter of consent signed by a Surety Company or chartered Bank or Credit Union and a bid bond or a certified cheque in the amount of _____ dollars (\$ _____).

WHICH

is to be forfeited as liquidated damages in the event that the undersigned Tenderer fails to comply with the provision thereof; otherwise such cheque or bond shall be returned to the undersigned.

Dated at _____

This _____ day of _____, A.D. 20__

Signed:

NAME OF COMPANY

Per

AUTHORIZED SIGNING OFFICER

(SEAL)

ADDRESS

TENDER FORM

LIST OF MATERIALS: It is the intention of the Tenderer that the following material will be purchased from the following suppliers:

<u>ITEM</u>	<u>TYPE OF MATERIAL</u>	<u>SUPPLIER</u>
<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	<hr/>

LIST OF EQUIPMENT: It is the intention of the Tenderer that the following equipment will be used on the project:

<u>EQUIPMENT</u>	<u>SIZE OR CAPACITY</u>	<u>MAKE AND MODEL</u>	<u>CONDITION</u>	<u>AGE</u>
<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

LIST OF SUBCONTRACTORS: It is the intention of the Tenderer that the following work will, on approval of the Engineer, be subcontracted to the firms indicated below:

<u>TRADE</u>	<u>NAMES AND ADDRESSES</u>
<hr/>	<hr/>
<hr/>	<hr/>
<hr/>	<hr/>
<hr/>	<hr/>

TENDER FORM

TENDERER'S EXPERIENCE IN SIMILAR WORK COMPLETED

We are providing the following list of our experience in work of a similar nature to that being tendered, which we have successfully completed, in order that the Owner may judge our ability to fulfill the Contract requirements.

	<u>YEAR COMPLETED</u>	<u>DESCRIPTION OF CONTRACT</u>	<u>FOR WHOM WORK PERFORMED</u>	<u>VALUE</u>
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____
4.	_____	_____	_____	_____
5.	_____	_____	_____	_____
6.	_____	_____	_____	_____
7.	_____	_____	_____	_____
8.	_____	_____	_____	_____

TENDER FORM

EXTRA WORK LABOUR RATES

We have listed below the labour rates we shall be using for all extra work by the Contractor and all Sub-Contractors.

The following rates include Workers Compensation, Unemployment Insurance, Holiday Pay, Statutory Holidays, public liability and public damage insurance, and other payroll costs.

These rates will apply to all force account work performed in a normal eight (8) hour day. The overtime rate for greater than eight (8) hours worked in a day shall be increased by 50% on the payroll cost only.

	<u>Rate/Hour</u>
Superintendent	_____
Foreman	_____
Watchman	_____
Labourer	_____
Pipelayer	_____
Flag Person	_____
_____	_____
_____	_____
_____	_____

TENDER FORM

SCHEDULE OF QUANTITIES AND UNIT PRICES

The Tenderer's attention is directed by the Instructions to Tenderer's information regarding the completion of Schedules.

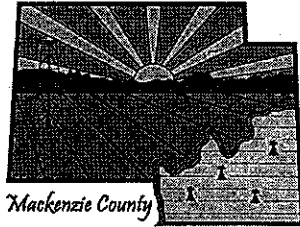
The Section Numbers shown in the Tender Form refer to the specifications covering measurement and payment for that item.

MACKENZIE COUNTY DRAINAGE IMPROVEMENT PROJECT HIGH LEVEL EAST DRAINAGE

Unit Price Schedule "A"

ITEM NO.	SECTION NO.	DESCRIPTION	APPROX. QUANTITY	UNIT PRICE	EXTENSION
1	G.C.	Mobilization	Lump Sum		
2	G.C.	Demobilization	Lump Sum		
3	02102	Clearing	7.3 ha.		
4	02230	Topsoil stripping and Ditch (Common) Excavation			
		a) common excavation to embankments	68,000 m ³		
		b) waste excavation to field and low areas including disposal of unsuitable and surplus materials	4,000 m ³		
		c) stripping and replacement of topsoil on ditches (berms) and disturbed areas	30,000 m ³		
5	02230	Subcut Backfill			
		a) compacted earth material	50 m ³		
		b) compacted granular material	50 m ³		
6	02434	Drainage culvert installation			
		Supply all material, labour and equipment to construct structures as shown on the drawings.			
		a) farm building access 2+360 & 3 + 235	2 units		
		b) field access SE ¼ 24-109-18 W5M	1 unit		
7	S.P.	Drop Structure			
		Supply all material, labour and equipment to construct structures as shown on drawing.			
		a) 0.72 meter drop at Station 2+337	1 unit		
		b) 0.82 meter drop at Station 2+632	1 unit		
		c) 0.94 meter drop at Station 2+892	1 unit		

ITEM NO.	SECTION NO.	DESCRIPTION	APPROX. QUANTITY	UNIT PRICE	EXTENSION
8	S.P.	Shaping of drainage Inlets, excluding rip-rap.	18 units		
9	S.P.	Geotextile fence barrier	100 l.m.		
10	02601	Traffic gravel	50 m³		
11	02271	Rip-Rap materials for designated areas not included in specified structures (to be based on truck load quantities)			
		a) random Rip Rap	650 m³		
		b) hand place Rip Rap	50 m³		
12	S.P.	Concrete infill for rip-rap	20 m³		
13	02230	Materials Testing			\$ 5,000.00
14	G.C.	Contingency Allowance			\$ 30,000.00
TOTAL UNIT PRICE SCHEDULE "A"					



MACKENZIE COUNTY

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 13, 2010
Presented By:	William Kostiw, Chief Administrative Officer
Title:	AJA Friesen Water Management Project Update

BACKGROUND / PROPOSAL:

An update on the AJA Friesen Water Management Project will be given at the meeting.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

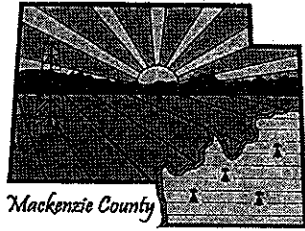
RECOMMENDED ACTION:

That the AJA Friesen Water Management Project update be received for information.

Author: C. Gabriel

Review by: _____

CAO



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 13, 2010
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Gravel Crushing (2011)

BACKGROUND / PROPOSAL:

The County gravel supply is substantially depleted.

A copy of the final draft crushing contract will be presented at Council.

OPTIONS & BENEFITS:

The options are to crush for three years or on an annual basis.

COSTS & SOURCE OF FUNDING:

2011 Budget

RECOMMENDED ACTION:

That Council approve the 2011 gravel crushing contract as presented.

Author: W. Kostiw

Review by: _____

CAO 

Mackenzie County

CONTRACT AND SPECIFICATIONS

For

2011 LOCAL CRUSHING & STOCKPILING

Fitler
North Vermilion
West La Crete
Tompkins

SE 8-110-15-W5M
RL Lot 9-108-13-W5M
NW 4-106-16-W5M
NW 3 & N¹/₂ 4-105-18-W5M

which include

Overburden Removal, Crushing, Stockpiling, and Other
Work

October 2010



NOTICE TO BIDDERS

NOTICE TO BIDDERS

For information regarding this project, you may contact the CAO of Mackenzie County at (780) 927-3718. Please use the pre-addressed tender envelope provided that is marked as follows:

Do Not Open – Tender Documents

2011 LOCAL CRUSHING AND STOCKPILING TENDER

**Mackenzie County
P.O. Box 640, 4511-46th Avenue
Fort Vermilion, AB T0H 1N0
Attention: CAO**

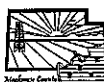
Sealed tenders **must** be received no later than **January XX, 2011 at 1:00 p.m.** local time at the County office in **Fort Vermilion, AB.**

Tenders will be opened on **January XX, 2011 at 1:30 p.m.** local time at the County office in Fort Vermilion, AB. Public may be present.

The tender for the 2011 Crushing and Stockpiling of the Tompkins area will be awarded subject to a cost analysis between the cost of gravel supply by a third party versus the cost of Mackenzie County own supply of gravel. The cost analysis will be performed by the administration of the Mackenzie County.

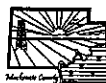
Facsimile changes to the unit price schedule will be accepted. Facsimile (FAX) messages may be sent to (780) 927-4266, marked "ATTENTION: 2011 LOCAL CRUSHING AND STOCKPILING TENDER" on a copy of Form C58 found in this tender package. To be acceptable, the form must be received prior to 12 noon January XX, 2011. The bidder must phone to advise of the fax in order to keep it secure.

Mackenzie County reserves the right to accept or reject any or all tenders and to waive irregularities and informalities at its discretion. By the act of submitting its bid, the Bidder waives any right to contest in any legal proceeding or action the right of the COUNTY to award the work to whomever it chooses, in its sole and unfettered discretion, and for whatever reasons the COUNTY deems appropriate. Without limiting the generality of the foregoing, the COUNTY may consider any other factor besides price and capability to perform the work that it deems in its sole discretion to be relevant to its decision.



INDEX

	<u>Page No.</u>
1. INSTRUCTION TO BIDDERS	1
1.1 CONDITIONS FOR TENDER SUBMISSIONS.....	1
1.2 COMPLETING TENDER FORMS.....	1
1.3 ADDENDA	1
1.4 CHANGES OR WITHDRAWALS OF TENDER SUBMISSIONS.....	2
1.5 PROJECT INQUIRIES	2
1.6 PRE CONSTRUCTION AND SAFETY MEETING.....	2
1.7 SIGNED CONTRACT PACKAGE	2
1.8 SAFETY PRE-QUALIFICATION.....	3
1.9 REFERENCE PLANS AND DRAWINGS	3
2. TENDER FORMS	4
2.1 BIDDERS SCHEDULE FOR WORK	4
2.2 TENDER FOR CONSTRUCTION	5
2.3 FITLER, UNIT PRICE SCHEDULE A.....	6
2.4 NORTH VERMILION UNIT PRICE SCHEDULE B	7
2.5 WEST LACRETE UNIT PRICE SCHEDULE C	8
2.6 TOMPKINS UNIT PRICE SCHEDULE D - DELETABLE	9
2.7 SCHEDULE ITEM TOTALS.....	9
2.8 TENDER AGREEMENT	10
2.9 AGREEMENT	11
2.10 TENDER SIGNING AND SEALING	12
3. CONTRACT FORMS	13
4. TENDER AMENDMENT FORMS	15
5. SPECIAL PROVISIONS	16
5.1 STANDARD SPECIFICATIONS	16
5.2 CONSULTANT	17
5.3 HOLDBACK ON MONTHLY PROGRESS PAYMENTS	17
5.4 UTILITIES	17
5.5 SCOPE OF WORK	17
5.6 MUNICIPAL DISTRICT AGGREGATE SOURCES AND STOCKPILE SITES.....	19
5.7 PIT OPERATION REQUIREMENTS	19
5.8 PRODUCING AND STOCKPILING SURFACING AGGREGATE	21
5.9 CONTRACT CRUSHING QUANTITY REQUIREMENTS	22
5.10 AGGREGATE QUALITY TESTING	22
5.11 SITE PREPARATIONS	22
5.12 ENVIRONMENTAL CONTROL	23
6. SPECIFICATION AMENDMENTS	25
6.1 MODIFICATIONS TO "SPECIFICATION 1.2, GENERAL" RE: RESOLUTION OF CLAIMS.....	25
6.2 MODIFICATION TO "SPECIFICATION 7.1, TEMPORARY CONSTRUCTION SIGNING" RE: BONUS AND PENALTY ASSESSMENT	25
7. PLANS	26



GENERAL SCOPE OF WORK

GENERAL SCOPE OF WORK

Operations under this Contract shall include four gravel pits within Mackenzie County. These include, Fidler, North Vermilion, West LaCrete and Tompkins (deletable). The work can include clearing and piling of existing brush and/or timber salvage where applicable. Topsoil, subsoil and overburden will be removed and piled in the designated areas to expose the existing aggregate. Topsoil and subsoil shall be removed with the appropriate equipment to prevent contamination.

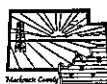
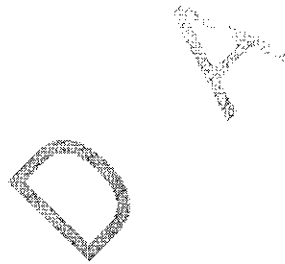
The Contractor shall mine the aggregate completely within the designated boundaries. The aggregate shall be crushed to meet the specification outlined in the Section 5.5, Scope of Work.

All reject material shall be placed in the depleted pit bottom.

All slopes and buffer zones must meet the criteria set out in the individual Pit Operating plans.

Pit reclamation is not included within this Contract.

Tenders must be accompanied by a Bid Bond in the amount of 10% of the Total Tender.



INSTRUCTION TO BIDDERS

1. INSTRUCTION TO BIDDERS**1.1 CONDITIONS FOR TENDER SUBMISSIONS**

Bidders may submit tenders at the following location only:

Mackenzie County
PO Box 640
Fort Vermilion, AB T0H 1N0
Phone: (780) 927-3718

Bidders may submit Tenders only up to **January XX, 2011 at 1:00 p.m.** local time.

Bidders must submit Tenders on the forms issued with this Tender document.

When submitting a Tender, all pages entitled "Tender Forms" and all addenda issued by Mackenzie County must be submitted, sealed in the envelope provided, to the CAO (Chief Administrative Officer) of Mackenzie County at the above noted address, marked "**Local Crushing and Stockpiling Tender**" with the Tender number, time and date of tender opening clearly marked on the lower right hand corner of the envelope.

A Bidder must indicate its name and address clearly in the upper left hand corner of the envelope so that the tender submission can be identified.

1.2 COMPLETING TENDER FORMS

The "Unit Price Schedule" must be completed by:

- showing the Unit Price (where applicable), and the total for each item in the "Total Bid" column; (in case of discrepancy, the unit price figure will take precedence), and
- showing the tendered lump sum (where applicable) in the "Total Bid" column, and
- showing the sum of all tender item total in the space marked "Total Tender".

The tender must be signed by an authorized representative of the Bidder; and

- the official title of the Bidder must be shown, and
- the official seal of the Bidder must be affixed, or the signature must be witnessed and the Affidavit of Execution of the Witness must be completed.

The bid bond accompanying the Tender, in the amount of 10% of the Tender and made out to Mackenzie County, must be signed and sealed in the space provided, by both the Bidder or his authorized representative, and the Bonding Company. A certified cheque, bank draft or letter of credit may be used in lieu of a bid bond, it shall be made payable to the "Mackenzie County".

1.3 ADDENDA

Addenda, when issued, form part of the Tender document. The Bidder shall acknowledge receipt of each addendum in the space provided on the Tender forms. The individual items included in the addendum shall be added, deleted or changed in accordance with the

INSTRUCTION TO BIDDERS

instructions contained in the addendum letter. A copy of each addendum will be inserted at the end of the Tender document.

When an addendum is issued by the COUNTY, the covering letter containing instruction regarding the addendum shall be attached to the inside front cover of the "Contract and Specifications" book. The individual items included in the addendum shall be inserted in accordance with the covering letter. Addenda, when issued, form part of these Contract documents.

1.4 CHANGES OR WITHDRAWALS OF TENDER SUBMISSIONS

Bidders are advised that requests for withdrawal of Tender submissions must comply with the conditions of Alberta Transportation's *Standard Specifications for Highway Construction (Edition 13, 2007)* "Specification 1.2 General Specifications".

A Bidder wishing to make changes to its Tender before the time set for receiving Tenders may withdraw the Tender submission in accordance with the conditions of Alberta Transportation's *Standard Specifications for Highway Construction (Edition 13, 2007)* "Specification 1.2 General Specifications". The modified Tender may then be resubmitted in the same sealed envelope, up to the time and date set for receiving Tenders.

Alternatively, if this change is to the unit price schedule only, the Bidder may send a facsimile (FAX) message to (780) 927-4266, marked "ATTENTION: CAO MACKENZIE COUNTY, LOCAL CRUSHING AND STOCKPILING TENDER" on a copy of Form C58 found in this tender package. To be acceptable, the form must be received no later than the time and date shown for receiving Tenders.

The COUNTY accepts no responsibility for faxed changes. It is the Bidder's responsibility to confirm receipt of any faxed changes.

1.5 PROJECT INQUIRIES

For information regarding this project, you may contact:

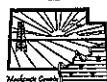
CAO
MACKENZIE COUNTY
P.O. Box 640, 4511-46th Avenue
Fort Vermilion AB T0H 1N0
Phone: (780) 927-3718
Fax: (780) 927-4266

1.6 PRE CONSTRUCTION AND SAFETY MEETING

A pre-construction meeting must be held with the Contractors authorized representative, the County's consultant and the County's CAO or Designate.

1.7 SIGNED CONTRACT PACKAGE

The Contract Forms, Statutory Declarations and any other applicable forms and schedules will be completed by the successful bidder and included in the signed Contract.



INSTRUCTION TO BIDDERS

1.8 SAFETY PRE-QUALIFICATION

Contracts will only be awarded to Bidders who, prior to the time fixed for receiving tenders, possess a Certificate of Recognition (COR) which is relevant to their industry and which is recognized by Alberta Human Resources and Employment, Workplace Health and Safety.

Bidders are advised that a small employer's Certificate of Recognition (for employers with less than ten employees) is not considered acceptable.

For Bidders, who have not obtained a Certificate of Recognition, a valid Temporary Letter of Certification (TLC) issued by the Alberta Construction Safety Association (ACSA) will be considered acceptable.

Confirmation that the Bidder possesses a COR or a valid TLC will be obtained through the Alberta Construction Safety Association.

Prospective Bidders, who do not possess a COR and wish to obtain information about obtaining a COR or TLC, are advised to contact:

The Alberta Construction Safety Association**Edmonton Office**

#101, 13025 St. Albert Trail

Edmonton, AB T5L 5G2

Phone: (780) 453-3311

Fax: (780) 455-1120

Email: edmonton@acsa-safety.org**Calgary Office**

#201, 2725 – 12th Street, NE

Calgary, AB T2E 7J2

Phone: (403) 291-3710

Fax: (403) 250-2852

Email: calgary@acsa-safety.org**Toll Free Numbers:**

Phone: 1-800-661-2272

Fax: 1-877-441-0440

Phone: 1-800-661-6090

Fax: 1-877-258-5881

1.9 REFERENCE PLANS AND DRAWINGS

Referenced plans and drawings which are not bound in this Tender document may be obtained from the Mackenzie County Office, 4511-46ave, Fort Vermilion, AB. (780)-927-3718 or Stewart, Weir Co. Ltd. #140, 2121 Premier Way, Sherwood Park, AB. (780) 410-2580.



TENDER FORMS

2. TENDER FORMS**2.1 BIDDERS SCHEDULE FOR WORK**

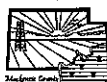
Bidders are required to submit, along with their tender, this schedule sheet showing their proposed starting date and completion date of this project.

Project	Starting Date	*Completion Date
Fitler	ASAP	June 15/2011
North Vermilion	ASAP	September 15/2011
West La Crete	ASAP	August 1/2011
Tompkins (deletable)	ASAP	August 30/2011

The start date shall be ASAP. An extension of the completion date may be granted if the crushing is underway, with a minimum of 25,000 m³ in Fitler by June 15/2011 and West LaCrete by August 1/2011

***N.B.** Completion dates that exceed the Contract Completion Date will be considered a qualified bid and may be rejected.

Contractor's Signature

Date

TENDER FORMS

2.2 TENDER FOR CONSTRUCTION

To the Chief Administrative Officer, of Mackenzie County of the Province of Alberta:

(Name of Contractor)

The undersigned hereby tenders and agrees to execute and construct all work of every description required in the construction and final completion of the following work:

LOCAL CRUSHING & STOCKPILING

Fitler	SE 8-110-15-W5M
North Vermilion	RL Lot 9-108-13-W5M
West La Crete	NW 4-106-16-W5M
Tompkins	NW 3 & N ¹ / ₂ 4-105-18W5M

Overburden Removal, Crushing, Stockpiling, and Other Work

in strict accordance with the plans and specifications, for the unit prices in the unit price schedule enclosed.

The undersigned acknowledges receipt of the following addenda,

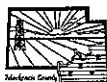
which shall form part of the Tender document.

TENDER FORMS

2.3 FITLER, UNIT PRICE SCHEDULE A

Bid Item	Description	Estimated Quantities		Unit Price		Total Bid
1	Mobilization (1.2.13)	1	lump sum	lump sum		\$ _____
2	Clearing and grubbing (S.P.)	0 ha	lump sum	Lump sum		\$ _____ 0
3	Stripping of topsoil, subsoil and overburden (S.P.)	0	m ³	\$ _____	per cubic metre	\$ _____ 0
4	Crush to Stockpile 16mm Topsize as defined in Table 5.5.1. (S.P.)	30,000	m ³	\$ _____	per cubic metre	\$ _____
TOTAL SCHEDULE A						\$ _____

There will be no compensation for the additional clearing and stripping cost at the Fitler pit. The current estimations are that there will be sufficient quantities at the current opened pit area.



TENDER FORMS

2.4 NORTH VERMILION UNIT PRICE SCHEDULE B

Bid Item	Description	Estimated Quantities		Unit Price		Total Bid
1	Mobilization (1.2.13)	1	lump sum	lump sum		\$ _____
2	Clearing and grubbing (S.P.)	1 ha	lump sum	lump sum		\$ _____
3	Stripping of topsoil, subsoil and overburden (S.P.)	25,000	m ³	\$ _____	per cubic metre	\$ _____
4	Crush to Stockpile 16mm Topsize as defined in Table 5.5.1 (S.P.)	50,000	m ³	\$ _____	per cubic metre	\$ _____
TOTAL SCHEDULE B						\$ _____

Minor clearing and grubbing might be required at the North Vermilion pit. It is expected that the Contractor will mine the gravel for the full depth of the gravel. This may require the contractor to remove the gravel from below the water table. Current expectations are that the overburden and topsoil are about three (3) meters thick above the gravel; with the gravel three to four meters above the water table and another two to four meters below the water table.



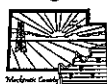
TENDER FORMS

2.5 WEST LACRETE UNIT PRICE SCHEDULE C

Bid Item	Description	Estimated Quantities		Unit Price		Total Bid
1	Mobilization (1.2.13)	1	lump sum	lump sum		\$ _____
2	Clearing and grubbing (S.P.)	0 ha	lump sum	lump sum		\$ _____ 0
3	Stripping of topsoil, subsoil and overburden (S.P.)	0	m ³	\$ _____	per cubic metre	\$ _____ 0
4	Crush to Stockpile 20mm Topsize as defined in Table 5.5.1 (S.P.)	40,000	m ³	\$ _____	per cubic metre	\$ _____
TOTAL SCHEDULE C						\$ _____

There will be no clearing or stripping costs required at the West La Crete pit. The contractor will be required to deplete the existing gravel pit, which is estimated to contain approximately 40,000 cubic metres of crushable gravel.

R



TENDER FORMS

2.6 TOMPKINS UNIT PRICE SCHEDULE D - DELETABLE

Bid Item	Description	Estimated Quantities		Unit Price		Total Bid
1	Mobilization (1.2.13)	1	lump sum	lump sum		\$ _____
2	Clearing and grubbing (S.P.)	0.75 ha	lump sum	lump sum		\$ _____
3	Stripping of topsoil, subsoil and overburden (S.P.)	7,500	m ³	\$ _____	per cubic metre	\$ _____
4	Crush to Stockpile 20mm Topsize as defined in Table 5.5.1 (S.P.)	30,000	m ³	\$ _____	per cubic metre	\$ _____
TOTAL SCHEDULE D						\$ _____

A cost distance adjustment will be made by the County in assessing the most cost effective gravel supply option. The cost factor adjustment of \$0.15 per tonne per kilometer will be made to the gravel sources located from the intersection of Range Road 180 (Bluehills road) and Highway 697. This schedule will be deleted should Council be of the opinion that it will be better for the County to conserve this source until a later date.

2.7 SCHEDULE ITEM TOTALS

TOTAL SCHEDULE A	\$ _____
TOTAL SCHEDULE B	\$ _____
TOTAL SCHEDULE C	\$ _____
TOTAL SCHEDULE D	\$ _____
TOTAL TENDER	\$ _____

TENDER FORMS

2.8 TENDER AGREEMENT

The COUNTY reserves the right to accept or reject any or all tenders and to waive irregularities and informalities at its discretion. The COUNTY reserves the right to accept a tender other than the lowest tender without stating reasons. By the act of submitting its bid, the Bidder waives any right to contest in any legal proceeding or action the right of the COUNTY to award the work to whomever it chooses, in its sole and unfettered discretion, and for whatever reasons the COUNTY deems appropriate. Without limiting the generality of the foregoing, the COUNTY may consider any other factor besides price and capability to perform the work that it deems in its sole discretion to be relevant to its decision.

2.8.1 Tender Security

The Undersigned encloses herewith as a deposit, a bid bond or a certified cheque payable to the Mackenzie County of the Province of Alberta for ten percent (10%) of the Tender Bid Amount which will be held by Mackenzie County.

The undersigned hereby agrees that if, within twenty-one (21) days after the Contract is presented to him for signature, hand delivered or sent by registered mail or courier addressed to him at the address stated in the tender, the undersigned refused or fails:

- a) to sign and return to Mackenzie County the Contract for the performance of the Work and the supplying of Material covered by this tender; or
- b) to provide the security for the performance of the Contract and for the labour and material payment as required by Special Provisions; or
- c) to provide insurance as required by the Alberta Transportation's *Standard Specifications for Highway Construction* (Edition 13, 2007);

the bid bond or deposit shall be subject to forfeiture to Mackenzie County, and if a Contract for that Work and Material is then entered into with some other person for a greater amount, the Undersigned is liable to Mackenzie County in the amount equal to the difference between the amount of his tender and the amount of the Contract actually entered into; the maximum not exceeding the amount of the security required under this section.

2.8.2 Tender Withdrawal

The undersigned hereby agrees that he will not withdraw this tender after the time fixed for receiving tenders,

- a) until some other person has entered into a Contract with the Mackenzie County for the performance of the work and/or the supplying of the materials specified in the notice inviting tenders, or
- b) until thirty-five (35) days after the time fixed for receiving this tender,

whichever first occurs.



TENDER FORMS

2.9 AGREEMENT

Should this tender be accepted, the undersigned agrees to enter into written agreement with Mackenzie County for the faithful performance of the works covered by this tender, in accordance with the said plans and specifications and complete the said work for Schedule "A", Schedule "B" and Schedule "C" and Schedule "D", if Schedule "D" has not been deleted, as per section 2.1.

DRAFT

TENDER FORMS

2.10 TENDER SIGNING AND SEALING

An authorized signing officer shall affix his signature to this Tender. The Tender shall be either sealed with the Company Seal, or the Affidavit of Execution of the Witness shall be completed. Failure to comply may result in the tender being rejected.

<p style="text-align: center;">AFFIDAVIT OF EXECUTION CANADA PROVINCE OF ALBERTA TO WIT:</p> <p>I, _____ of the City of _____ _____ in the Province of _____ _____ make oath and say:</p> <p>(1) That I was personally present and did see _____ named in the annexed instrument, and who is known to me to be the person named therein, duly sign and execute the same for the purposes named therein; that the same was executed at the _____ of _____ _____ in the said Province, and that I am the _____ subscribing witness thereto;</p> <p>(2) That I personally know the said _____ and he is in my belief of the full age of eighteen years.</p> <p>SWORN before me at the City of _____ _____ in the Province of Alberta, this _____ day of _____ _____ 20____.</p> <p>_____ Witness Sign Here</p> <p>_____ A Commissioner for Oaths in and for the Province of Alberta.</p>	<p style="text-align: center;">(Seal)</p> <p>_____ Contractor's Name (Company Name)</p> <p>_____ Authorized Signature</p> <p>_____ Address</p> <p>_____ Postal Code</p> <p>_____ Contractor's Telephone Number</p> <p>_____ Witness</p> <p>_____ Date</p>
--	---



CONTRACT FORMS**3. CONTRACT FORMS****MACKENZIE COUNTY****CONTRACT (Page 1)**

THIS Agreement made and concluded in duplicate as of this _____ day of _____, 20____, between Mackenzie County (hereinafter called "Mackenzie County") the first part and _____ of the _____ in the Province of _____ (hereinafter called "the Contractor") of the second part.

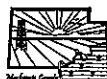
WITNESSETH, that for and in consideration of the covenants and agreements on the part of Mackenzie County, hereinafter contained and the prices hereinafter mentioned, the Contractor for himself, his executors, administrators and assigns, covenants and agrees with Mackenzie County to do, furnish and perform the works, materials, matters, and things required to be done, furnished and performed, in the manner hereinafter described, in connection with the following work or works, namely:

LOCAL CRUSHING & STOCKPILING

Fitler	SE 8-110-15-W5M
North Vermilion	RL Lot 9-108-13-W5M
West La Crete	NW 4-106-16-W5M
Tompkins	NW 3 & N ¹ / ₂ 4-105-18W5M

Overburden Removal, Crushing, Stockpiling and Other Work

in strict accordance with the plans and specifications of said work hereto attached, and to deliver the same as per section 2.9.



CONTRACT FORMS

MACKENZIE COUNTYCONTRACT (Page 2)

IT is mutually agreed that the attached tender or proposal and bond of the Contractor, together with the plans, specifications and any special provisions herein designated and referred to are hereby made and shall be considered part of this Agreement the same as if herein fully set forth.

IN CONSIDERATION WHEREOF, and upon the Contractor fully completing and executing in every particular the work herein Contracted for within the time hereinbefore set out, and upon the said Contractor satisfying the said Mackenzie County that all just claims for labour and materials and for damages in connection with the work have been paid, the said Mackenzie County covenants, promises and agrees to pay unto and to the said Contractor for the actual amount of work done and materials in place at the unit prices stated in the Contractor's attached proposal or tender.

IN WITNESS WHEREOF, the Contractor has hereunto set his hand and seal as of the day and year herein mentioned, and these presents have been signed and sealed by the representatives of Mackenzie County, on behalf of Mackenzie County.

SIGNED, SEALED AND DELIVERED BY
THE CONTRACTOR IN THE PRESENCE OF:

Witness

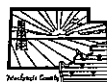
Contractor

SIGNED AND SEALED ON BEHALF OF
MACKENZIE COUNTY

Witness

per _____

per _____



TENDER AMENDMENT FORMS

4. TENDER AMENDMENT FORMS

We, _____
(Name of Contractor)

the undersigned, modify the unit price schedule for our tender as shown in the following table:

UNIT PRICE SCHEDULE CHANGES					
Replacing ALL previous Unit Price Schedule changes					
Schedule	Bid Item No.	Description	Estimated Quantity	Unit Price Change + or -	Total Change For This Item + or -
Increase (+) or Reduce (-) Total Tender By					

We also acknowledge and agree that:

1. This change supersedes all previous changes including those to other bid items. Previously submitted changes are null and void.
2. We accept full responsibility for any lack of confidentiality arising from the use of this process.
3. Failure of these revisions to arrive on time, accurately or completely for any reason will render these revisions null and void.

4. _____ being _____
Signature Position in Company
of _____ dated _____
Company Name Date

Mackenzie County is not responsible for faxed amendments not being received.

- Form C58 -

SPECIAL PROVISIONS

5. SPECIAL PROVISIONS**5.1 STANDARD SPECIFICATIONS**

All reference to "Specifications" in this Tender document will be understood to mean Alberta Transportation's *Standard Specifications for Highway Construction* (Edition 13, 2007) unless otherwise noted.

5.1.1 Changes to Definitions

The following changes in definitions have been made:

1.1.9 Department

The word "Department" shall mean the Mackenzie County.

1.1.11 Minister and/or Owner

The word "Minister" shall mean the person holding the position or acting in the capacity of the CAO for Mackenzie County or his/her duly appointed representative. The word "Owner" shall mean the Mackenzie County.

1.2.10 Insurance

Section 1.2.10 of the General Specifications shall be modified to require the inclusion of the COUNTY and Stewart, Weir & Co. Ltd. as additional insured for this project.

5.1.2 Contract Security

The successful bidder shall furnish security in a form satisfactory to Mackenzie County. Acceptable forms of alternate security include: irrevocable letter of credit, certified letter of credit, certified cheque, bank draft or money order. The amount of the security shall be:

- i. 50% of the Contract tender price for the due performance of the Contract
- ii. 50% of the Contract tender price for the payment in full of all claims for labor and for material used or reasonably required for use in the performance of the Contract.

5.1.3 Goods and Services Tax (G.S.T.)

Bid prices are to exclude the Goods and Services Tax on all materials and services supplied by the Contractor and incorporated into the work.

The COUNTY will include the applicable Goods and Services Tax payment on the monthly and final progress payments.

5.1.4 Highway Construction

The Specifications for this Contract are published in the Alberta Transportation manual entitled *Standard Specifications for Highway Construction* (Edition 13, 2007). These specifications are supplemented by those published in the Alberta Transportation manual entitled *Specification Amendments and Supplemental Specifications for Highway and Bridge Construction* (2007).



SPECIAL PROVISIONS

5.2 CONSULTANT

For this Tender, the Consultant as defined in Section 1.1.7 Consultant and as referenced in the Specifications, will be **Stewart, Weir & Co. Ltd.**

5.3 HOLDBACK ON MONTHLY PROGRESS PAYMENTS

Holdback will be assessed as per Section 1.2.26 in the General Specifications. The Holdback will be ten (10%) percent for this Contract and held for a minimum period of forty-five (45) days after project completion.

5.4 UTILITIES

It is the Contractor's responsibility to locate all underground and aboveground utilities and pipelines. The Contractor is responsible for the cost of repairing any gas line, telephone cable or any utilities damaged as a result of his operations.

5.5 SCOPE OF WORK

The Contractor shall coordinate his pit operations including stripping, topsoil piling, and excavation as directed by the Mackenzie County.

In addition to the requirements of Specification 5.2, Supply of Aggregate, the Contractors operations in the County source shall be in accordance with the following:

1. All Gravel Surfacing materials shall meet the Gradation requirements in Table 5.5.1 for the topsize of aggregate being produced.
2. All material up to and including 400 mm in diameter shall be crushed; all +400 mm material shall be either crushed or stockpiled separately.
3. Construction materials and all garbage shall be disposed of in the nearest approved landfill site. No garbage of any kind shall be buried on site.
4. Discharges and/or spills of oil, diesel fuel, or other regulated substances shall be reported to the appropriate authorities and the Contractor shall be held responsible for the cost of any clean up required by Environmental Protection and/or Alberta Infrastructure and Transportation as a result of his operations.
5. Any de-watering required for the excavation of aggregate shall be contained within the boundaries of the respective pits.
6. Final inspections shall be done before the contractors equipment leaves each pit location to address any deficiencies in a timely manner.

FITLER PIT

The work under the terms of this Contract involves the crushing and stockpiling of aggregates at the Fidler Pit located within Mackenzie County. The Contractor shall work within the limits shown on the pit plan or as directed by the Consultant. The Contractor shall crush the pit run aggregates to produce 16mm Topsize Surfacing Gravel designated in Table 5.5.1.

SPECIAL PROVISIONS

NORTH VERMILION PIT

The work under the terms of this Contract also involves the crushing and stockpiling of aggregates at the North Vermilion Pit located within Mackenzie County. The Contractor shall work within the limits shown on the pit plan or as directed by the Consultant. The Contractor shall crush the pit run aggregate to produce 16mm Topsize aggregate designated in Table 5.5.1.

WEST LA CRETE PIT

The work under the terms of this Contract also involves the crushing and stockpiling of aggregates at the West La Crete Pit located within Mackenzie County. The Contractor shall work within the limits shown on the pit plan or as directed by the Consultant. The Contractor shall crush the pit run aggregates to produce 20mm Topsize Surfacing designated in Table 5.5.1.

TOMPKINS PIT

The work under the terms of this Contract also involves the crushing and stockpiling of aggregates at the Tompkins Pit located within Mackenzie County. The Contractor shall work within the limits shown on the pit plan or as directed by the Consultant. The Contractor shall crush the pit run aggregates to produce 20mm Topsize Surfacing designated in Table 5.5.1.

5.5.1 CHANGES TO DESIGNATED GRAVEL SURFACING AGGREGATE TOPSIZE

The Contractor has the option of Supplying 16mm material providing it meets the requirements in Table 5.5.1. The Contractor shall advise the Consultant which material (16mm or 20mm) he will be producing prior to commencing his crushing operations. If after the first day of production the 20mm topsize aggregate does not meet any of the specifications in Table 5.5.1 the Contractor may change to 16mm topsize aggregate. When the change is made the Contractor shall spread that day's production over the floor of the stockpile site and place the 16mm aggregate on top. The production of the 16mm topsize aggregate will be compensated at the Unit Price bid for the 20mm topsize aggregate.

Table 5.5.1. Gradation Requirements for Gravel Surfacing Materials

Sieve Size (µm)	20 000µm Topsize Percent Passing	16 000µm Topsize Percent Passing
20000	100	
16000	91-97	100
12500	83-92	83-92
10000	76-90	76-90
5000	50-78	50-78
1250	29-55	29-55
315	13-35	13-35
80	4-15	4-15
% Fracture (Two Face)	+60	+60



SPECIAL PROVISIONS

5.6 COUNTY AGGREGATE SOURCES AND STOCKPILE SITES

For the production of all Surfacing Aggregate for this project, the Contractor shall only use the County source known as the following pits:

Fitler	SE 8-110-15-W5M
North Vermilion	RL Lot 9-108-13-W5M
West La Crete	NW 4-106-16-W5M
Tompkins	NW 3 & N1/2 4-105-18W5M

The Contractor shall satisfy himself as to the quantity and quality of all raw aggregate sources. No additional compensation will be considered for aggregate modification or quantity alteration in any or all of the noted pit locations.

5.7 PIT OPERATION REQUIREMENTS

The Contractor's operations in the designated sources shall be in accordance with Section 3.2 of Alberta Transportations *Standard Specifications for Highway Construction* (Edition 13, 2007), including the following additional requirements:

5.7.1 Fitler Pit – SE 8-110-15-W5M

- Strip Topsoil, Subsoil and Overburden separately and pile in the locations outlined on the pit operation plan. Dozers shall not be utilized for topsoil and subsoil removal; this material shall be carefully removed and hauled to the indicated site.
- Excavate the outlined area identified as area B at full aggregate depth as indicated on the pit-operating plan. The depth of the deposit shall be established with the consultant before the mining operating begins. The Contractor shall completely deplete this outlined aggregate area leaving a 2:1 uncontaminated aggregate face.
- All the reject sand material resulting from the crushing operation shall be placed in the deleted pit bottom as the operation progresses.
- All material up to and including 400 mm in diameter shall be crushed, all +400 mm material shall be either crushed or neatly placed in one pile next to the stripping piles. Absolutely no burying of oversize rock shall be allowed.
- Discharges and/or spills of oil, diesel fuel, or other regulated substances shall be reported to the appropriate authorities and the Contractor shall be held responsible for the cost of any clean up required by Alberta Environment and Alberta Infrastructure and Transportation as a result of this operation.
- At the conclusion of pit operations the Aggregate Coordinator for the Peace Region shall be contacted to arrange a pit inspection.

SPECIAL PROVISIONS

5.7.2 North Vermilion Pit – RL Lot 9-108-13-5

The Contractor shall proceed with operations in accordance with Mackenzie County's **Operating Plans and as shown on the Pit Operating Plan**. These documents can be found in the "Pit Plans and Permits section of the tender.

5.7.3 West La Crete Pit – NW 4-106-16-W5M

- Strip Topsoil, Subsoil and Overburden separately and pile in the locations outlined on the pit operation plan. Dozers shall not be utilized for topsoil and subsoil removal; this material shall be carefully removed and hauled to the indicated site.
- Excavate the outlined area identified as area "B" at full aggregate depth as indicated on the pit-operating plan. The depth of the deposit shall be established with the consultant before the mining operating begins. The Contractor shall completely deplete this outlined aggregate area leaving a 2:1 uncontaminated aggregate face.
- All the reject sand material resulting from the crushing operation shall be placed in the deleted pit bottom as the operation progresses.
- All material up to and including 400 mm in diameter shall be crushed, all +400 mm material shall be either crushed or neatly placed in one pile next to the stripping piles. Absolutely no burying of oversize rock shall be allowed.
- Discharges and/or spills of oil, diesel fuel, or other regulated substances shall be reported to the appropriate authorities and the Contractor shall be held responsible for the cost of any clean up required by Alberta Environment and Alberta Infrastructure and Transportation as a result of this operation.
- At the conclusion of pit operations the CAO for the Mackenzie County or an appointed representative shall be contacted to arrange a pit inspection.

5.7.4 Tompkins – NW 3 & N1/2 4-105-18W5M

- Strip Topsoil, Subsoil and Overburden separately and pile in the locations outlined on the pit operation plan. Dozers shall not be utilized for topsoil and subsoil removal; this material shall be carefully removed and hauled to the indicated site.
- Excavate the outlined area identified as area "B" at full aggregate depth as indicated on the pit-operating plan. The depth of the deposit shall be established with the consultant before the mining operating begins. The Contractor shall completely deplete this outlined aggregate area leaving a 2:1 uncontaminated aggregate face.
- All the reject sand material resulting from the crushing operation shall be placed in the deleted pit bottom as the operation progresses.

SPECIAL PROVISIONS

- All material up to and including 400 mm in diameter shall be crushed, all +400 mm material shall be either crushed or neatly placed in one pile next to the stripping piles. Absolutely no burying of oversize rock shall be allowed.
- Discharges and/or spills of oil, diesel fuel, or other regulated substances shall be reported to the appropriate authorities and the Contractor shall be held responsible for the cost of any clean up required by Alberta Environment and Alberta Infrastructure and Transportation as a result of this operation.
- At the conclusion of pit operations the CAO for the Mackenzie County or an appointed representative shall be contacted to arrange a pit inspection.

5.8 PRODUCING AND STOCKPILING SURFACING AGGREGATE

The COUNTY will supply the raw aggregate for the Contract from the designated locations.

The aggregate sources for this Contract are the Fidler Pit (SE 8-110-15-W5M), the North Vermilion Pit (RL LOT9-108-13-W5M), the West La Crete Pit (NW4-106-16-W5M) and Tompkins NW3 & N1/2 4-105-18W5M.

When the Contract calls for the production and stockpiling of Surfacing aggregates on a cubic metre basis, the following shall apply:

- (a) Stacking conveyors cannot be used for stockpiling the aggregate.
- (b) Cubic metre measurement and payment for producing and stockpiling crushed aggregate will be made in accordance with Section 5.8.1.

5.8.1 Measurement of Quantities

Scale measurements will be used by the Contractor during the project, however, cross-sectioning may be used should the County be of the opinion that it will result in a more accurate measurement.

The Contractor will be responsible to supply and maintain a flatbed scale for the scale measurements. The Contractor will be required to supply the County with a calibration certificate prior to the start of the operations.

The County will supply a scale person for the duration of the crushing operations. However, the Contractor should also keep record of the scale measurements.

Prior to stockpiling operations, the Contractor shall provide the COUNTY notice of startup **14 days** in advance of startup.

Should cross-section measurements be used then the Consultant will take original and final measurements only.

Original measurements will be made by cross-sectioning the completed stockpile base constructed by the Contractor.

Final measurements will be determined by cross-sectioning the completed stockpile. No allowance will be made for settlement of the stockpile or the stockpile base.

SPECIAL PROVISIONS

The Contractor shall notify the Consultant when the stockpile base is constructed and when the stockpile is completed so that measurements can be taken. The Contractor shall ensure that the volume of the completed stockpile is a minimum of 95% of the tender amount prior to requesting final measurement.

5.8.2 Payment

Payment will be made at the applicable unit price bid for the quantity measured, up to a maximum of 110% of the tender amount.

Quantities measured in excess of 110% of the Tender amount will be paid for at 66% of the applicable unit price bid.

Payment will include full compensation for constructing the stockpile base, excavating and loading to crusher, processing, hauling and stockpiling the aggregate in accordance with the bid items.

No payment will be made for material rejected by the Consultant, or material that does not meet the applicable specifications. Rejected materials shall be stockpiled at a location approved by the Consultant.

Payment for acceptable aggregate will be made based on the measured quantity placed in stockpile and the Consultant's statement of quantities will be the final cost approved by the County.

5.9 CONTRACT CRUSHING QUANTITY REQUIREMENTS

The quantities shown in the Unit Price Schedules are approximate. By mutual agreement between the Contractor and Mackenzie County, contract quantities and/or individual pit quantities may be increased. No additional compensation or adjustment to the unit bid prices will be considered for any alterations to estimated Contract volumes.

5.10 AGGREGATE QUALITY TESTING

For this Contract, the Contractor will provide Quality Control as per section 3.2.3.2.3 of the AT Standard Specifications for Highway Construction. Quality Assurance will be done by the Consultant at the discretion of Mackenzie County.

The test results will be provided to the Contractor as soon as they are available. The frequency of testing for each material type will be decided prior to commencement of crushing operations. The Consultant may inspect the aggregate production process and test the quality of material produced at any time and as often as is deemed necessary.

Acceptance or rejection of aggregate materials placed in stockpile will be based on the Quality Assurance test results provided by the Consultant.

5.11 SITE PREPARATIONS

The Contractor is advised that stripping, clearing and timber salvage will be necessary to expose the pit run aggregate. The excavation, hauling, stockpiling, and placement of overburden material (including topsoil stripping and clearing/timber salvage) will be as follows:



SPECIAL PROVISIONS

5.11.1 Fittler Pit

For this schedule, clearing or timber salvage is required. The Contractor shall complete all required clearing as per Section 2.1 "Clearing" and site preparations including stripping topsoil, subsoil and overburden as per Section 2.3 "Grading" of the Specifications.

The estimated quantities for overburden site preparations are provided for the Contractor's information only.

Estimated Quantities	A(1)	A(2)
Overburden	m ³	m ³
Clearing	ha	ha

5.11.2 North Vermilion Pit

For this schedule, clearing or timber salvage is required. The Contractor shall co-ordinate clearing as per Section 2.1 "Clearing" and site preparations including stripping topsoil, subsoil and overburden as per Section 2.3 "Grading" of the Specifications.

The estimated quantities for site preparations are provided for the Contractor's information only.

Estimated Quantities	B(1)	B(2)
Topsoil	m ³	m ³
Subsoil	m ³	m ³
Clearing	ha	ha

5.11.3 West La Crete Pit

For this schedule, clearing or timber salvage is required. The Contractor shall co-ordinate clearing as per Section 2.1 "Clearing" and site preparations including stripping topsoil, subsoil and overburden as per Section 2.3 "Grading" of the Specifications.

The estimated quantities for site preparations are provided for the Contractor's information only.

Estimated Quantities	
Topsoil	m ³
Clay	m ³
Clearing	ha

5.12 ENVIRONMENTAL CONTROL

5.12.1 Campsites

Prior to the establishment of a campsite and roads providing access thereto or for other camp uses, the Contractor shall obtain the approval of the COUNTY and contact the local Conservation Reclamation Officer shown following:

Michael Kozij
Forest Officer
Box 520

Phone: (780) 927-3235



SPECIAL PROVISIONS

Fort Vermilion, AB T0H 1N0

Debris resulting from the clearing undertaken in such areas shall be piled and burned and areas left in a tidy condition in accordance with Forest and Prairie Protection Act and regulations. All campsites shall be kept in a neat and sanitary condition at all times.

Prior to the abandonment of a campsite, the Contractor shall obtain a "Reclamation Clearance" from the local Public Lands Officer.

5.12.2 Control of Equipment

The Contractor shall carefully control all equipment and work operations so that his operations do not extend beyond the designated working limits unless otherwise specifically authorized by the Consultant.

5.12.3 Environmental Protection and Enhancement Act

The Contractor shall carry out his operations so as to adhere to and meet all guidelines as set out in the Environmental Protection and Enhancement Act.

In addition, the Contractor shall be required to follow conservation and reclamation guidelines as laid out in the existing Alberta Environment surface materials disposition held by Alberta Transportation.

5.12.4 Burning

Prior to burning any trees, garbage or the like, the Contractor shall contact the appropriate local official.

Conditions under which burning is to be permitted will be given at that time.

Upon instructions from the Official, the Consultant may request that a patrol be kept on site during the time that burning is in progress, in which event the Contractor shall supply all the necessary men and equipment. The cost of supplying such men and equipment will not be paid for separately but shall be considered incidental to the Work.

At the conclusion of burning and prior to the formal release of liability to the Contractor, a joint inspection will be made of the project by the Contractor, the Consultant and the applicable local Official. Before this inspection takes place, the Contractor shall ensure that, to the best of his abilities, all fires are extinguished.

The Contractor will be solely responsible for ensuring all fires are monitored and totally extinguished. If a fire results from an improperly extinguished fire, the Contractor may be held responsible for the damage.

All non-flammable debris shall be disposed of by a method and at a site that is approved by the Consultant.

5.12.5 Environmental Management

As per Section 1.2.50 "Environmental Management" of the Specifications the Contractor shall comply with this specification including the preparation of an Environmental Construction Operations Plan for each phase of the project.



SPECIFICATION AMENDMENTS

6. SPECIFICATION AMENDMENTS**6.1 MODIFICATIONS TO "SPECIFICATION 1.2, GENERAL" RE: RESOLUTION OF CLAIMS****6.1.1 Delete the contents of Section 1.2.54.1.2, Resolution of Claims, Paragraph 4 and replace with:**

The parties shall make bona fide efforts to resolve a claim and the work shall proceed without delay during the claims resolution process. Attempts to resolve claims shall sequentially follow the administrative review structure as follows:

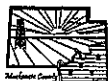
1. Consultant – Stewart, Weir Co. Ltd.
2. CAO for Mackenzie County or Designate

6.2 MODIFICATION TO "SPECIFICATION 7.1, TEMPORARY CONSTRUCTION SIGNING" RE: BONUS AND PENALTY ASSESSMENT**6.2.1 Modification to Specification 7.1.15.2, Bonus and Penalty Assessment**

7.1.15.2 "Bonus and Penalty Assessment" shall be deleted in its entirety.

The bonus and penalty assessment for temporary construction signing will not apply to this Contract.

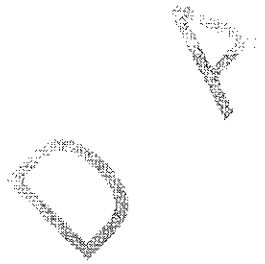
DRAFT



PLANS

7. PLANS

The following plans included in this Contract, shall form part of the Contract documents.



Mackenzie County

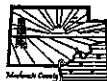
CONTRACT AND SPECIFICATIONS

For

2011 Gravel Supply of the Tompkins Area

DRAFT

October 2010



NOTICE TO BIDDERS

NOTICE TO BIDDERS

For information regarding this project, you may contact the CAO of Mackenzie County at (780) 927-3718. Please use the pre-addressed tender envelope provided that is marked as follows:

Do Not Open – Tender Documents**Tender for the 2011 Gravel Supply of the Tompkins Area**

**Mackenzie County
P.O. Box 640, 4511-46th Avenue
Fort Vermilion, AB T0H 1N0
Attention: CAO**

Sealed tenders **must** be received no later than **January XX, 2011 at 1:00 p.m.** local time at the County office in **Fort Vermilion, AB.**

Tenders will be opened on **January XX, 2011 at 1:30 p.m.** local time at the County office in Fort Vermilion, AB. Public may be present.

The tender for the 2011 Gravel Supply of the Tompkins area will be awarded subject to a cost analysis between the cost of gravel supply by a third party versus the cost of Mackenzie County own supply of gravel. The cost analysis will be performed by the administration of the Mackenzie County.

Mackenzie County reserves the right to accept or reject any or all tenders and to waive irregularities and informalities at its discretion. By the act of submitting its bid, the Bidder waives any right to contest in any legal proceeding or action the right of Mackenzie County to award the work to whomever it chooses, in its sole and unfettered discretion, and for whatever reasons Mackenzie County deems appropriate. Without limiting the generality of the foregoing, Mackenzie County may consider any other factor besides price, source location and capability to perform the work that it deems in its sole discretion to be relevant to its decision.

Mackenzie County may extend the contract for one more year by mutual agreement with the **VENDOR** and at the same unit price.



INDEX

	<u>Page No.</u>
1. INSTRUCTION TO BIDDERS	1
1.1 CONDITIONS FOR TENDER SUBMISSIONS.....	1
1.2 COMPLETING TENDER FORMS.....	1
1.3 ADDENDA	1
1.4 CHANGES OR WITHDRAWALS OF TENDER SUBMISSIONS	1
1.5 PROJECT INQUIRIES	2
1.6 SIGNED CONTRACT PACKAGE.....	2
1.7 SAFETY	2
2. TENDER FORMS.....	3
2.1 SCHEDULE FOR WORK.....	3
2.2 TENDER FOR SUPPLY OF GRAVEL	4
2.3 UNIT PRICE SCHEDULE.....	5
2.4 TENDER AGREEMENT	5
2.5 AGREEMENT	6
2.6 TENDER SIGNING AND SEALING	7
3. CONTRACT FORMS	8
4. TENDER AMENDMENT FORMS	10
5. SPECIAL PROVISIONS	11
5.1 ITEMS NOT TO BE PAID FOR SEPARATELY	11
5.2 DEVELOPMENT	11
5.3 RECLAMATION	11
5.4 QUIET EMPLOYMENT	12
5.5 GRAVEL SPECIFICATIONS	12
5.6 AGGREGATE QUALITY TESTING	12
5.7 SCALE MEASUREMENT	12
5.8 CONTRACT QUANTITY REQUIREMENTS	13
5.9 PAYMENT	13
5.10 GOODS AND SERVICES TAX (G.S.T.).....	13
5.11 ENVIRONMENTAL CONTROL	13



GENERAL SCOPE OF WORK

GENERAL SCOPE OF WORK

Operations under this Contract are for the supply of gravel at the Tompkins area as part of the County's regravelling program.

The agreement shall be for the regravelling periods of 2011 to 2013.

The Aggregate Supplier shall be required to supply approximately 10,000 to 15,000 tonne of aggregate per year for the regravelling program. The aggregate shall be crushed to meet the specification outlined in the Section 5.5, Gravel Specifications.

The gravel source location will also be considered in determining the most appropriate Aggregate Supplier.

24



INSTRUCTION TO BIDDERS

1. INSTRUCTION TO BIDDERS**1.1 CONDITIONS FOR TENDER SUBMISSIONS**

Bidders may submit tenders at the following location only:

Mackenzie County
PO Box 640
Fort Vermilion, AB T0H 1N0
Phone: (780) 927-3718

Bidders may submit Tenders only up to the **January XX, 2011 at 1:00 p.m.** local time. Bidders must submit Tenders on the forms issued with this Tender Document.

When submitting a Tender, all pages entitled "Tender Forms" and all addenda issued by Mackenzie County must be submitted, sealed in the envelope provided, to the CAO (Chief Administrative Officer) of Mackenzie County at the above noted address, marked **"2011 Gravel Supply of the Tompkins Area Tender"** with the time and date of tender opening clearly marked on the lower right hand corner of the envelope.

A Bidder must indicate its name and address clearly in the upper left hand corner of the envelope so that the tender submission can be identified.

1.2 COMPLETING TENDER FORMS

The "Unit Price Schedule" must be completed by showing the Unit Price, and the Location of the Gravel Source.

The tender must be signed by an authorized representative of the Bidder; and

- I) the official title of the Bidder must be shown; and
- II) the official seal of the Bidder must be affixed, OR the signature must be witnessed and the Affidavit of Execution of the Witness must be completed.

1.3 ADDENDA

When an addendum is issued by Mackenzie County, the covering letter containing instruction regarding **the addendum shall be attached** to the tender documents. The individual items included in the addendum shall be inserted in accordance with the covering letter. Addenda, when issued, form part of these Contract Documents. The Bidder shall acknowledge receipt of each addendum in the space provided on the tender forms.

1.4 CHANGES OR WITHDRAWALS OF TENDER SUBMISSIONS

If a bidder wished to change his tender before the closing time of the tender, he may retrieve his tender by presenting his receipt to the tender opening counter, modify his tender and return the sealed envelope to the tender counter before the tender opening time.

Alternatively, if this change is to the unit price schedule only, the Bidder may do so VIA Facsimile (FAX) message, on the Tender Amendment Form provided herein, faxed (780) 927-4266, marked "ATTENTION: CAO MACKENZIE COUNTY – 2011 Gravel Supply of the

INSTRUCTION TO BIDDERS

Tompkins Area Tender". To be acceptable, the change must be received no later than 30 minutes prior to the time and date shown for receiving Tenders.

Mackenzie County accepts no responsibility for faxed changes. It is the Bidder's responsibility to confirm receipt of any faxed changes.

1.5 PROJECT INQUIRIES

For further information regarding this Tender, you may contact:

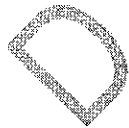
CAO
MACKENZIE COUNTY
P.O. Box 640, 4511-46th Avenue
Fort Vermilion AB T0H 1N0
Phone: (780) 927-3718
Fax: (780) 927-4266

1.6 SIGNED CONTRACT PACKAGE

The Contract Forms, Statutory Declarations and any other applicable forms and schedules will be completed by the successful bidder and included in the signed Contract.

1.7 SAFETY

Bidders are expected to comply with the relevant safety specifications and requirements relevant to their industry and which is recognized by Alberta Human Resources and Employment, Workplace Health and Safety.



TENDER FORMS

2. TENDER FORMS**2.1 SCHEDULE FOR WORK**

Bidders are required to submit, along with their tender, this schedule sheet showing their proposed starting date and completion date of this project.

Proposed Dates for Project

Project	Starting Date	*Completion Date

The supply dates shall be between July 1st and August 31st for each year of the contract. The gravel should be crushed and stockpiled by June 15th of each year, at which time the County will have the gravel tested by the consultant.

*N.B. Completion dates that exceed the Contract Completion Date will be considered a qualified bid and may be rejected.

VENDOR's Supervisor

Telephone number

VENDOR's Signature

Date

TENDER FORMS

2.2 TENDER FOR SUPPLY OF GRAVEL

To the Chief Administrative Officer, of Mackenzie County of the Province of Alberta:

(Name of VENDOR)

The undersigned hereby tenders and agrees to execute and construct all work of every description required in the construction and final completion of the following work:

2011 Gravel Supply of the Tompkins Area Tender

in strict accordance with the plans and specifications, for the unit prices in the unit price schedule enclosed.

The undersigned acknowledges receipt of the following addenda,

which shall form part of the Tender document.



TENDER FORMS

2.3 UNIT PRICE SCHEDULE

The Mackenzie County will require approximately 10,000 to 15,000 tonnes of gravel per year as part of the County's regravelling program. A total estimated tonnes that will be required for the three year period will be approximately 30,000 to 45,000 tonnes.

Cost of 2-20 gravel: \$_____ per tonne, **this is the unit bid price.**

A cost distance adjustment will be made by the County in assessing the most cost appropriate gravel supplier and option. The cost factor adjustment of \$0.15 per tonne per kilometer will be made to the gravel sources located from the intersection of Range Road 180 (Bluehills road) and Highway 697.

Gravel source location: _____

Distance of gravel source to the intersection of RR 180 and Highway 697: _____ km.

Adjusted gravel cost per tonne:

Number	Description	Adjustment	Amount
1.	Cost of 2-20 gravel		\$_____ per tonne
2.	Distance adjustment	_____ km x \$0.15 per tonne per km	\$_____ per tonne
	Total		\$_____ per tonne

The distance cost adjustment is only used to determine the most cost effective gravel supplier to the COUNTY in awarding the tender to the lowest qualifying bidder, this does not in any way represent the unit bid price that will be used for payment purposes.

2.4 TENDER AGREEMENT

The tender for the 2011 Gravel Supply of the Tompkins area will be awarded subject to a cost analysis between the cost of gravel supply by a third party versus the cost of Mackenzie County own supply of gravel. The cost analysis will be performed by the administration of the Mackenzie County.

The Mackenzie County reserves the right to accept or reject any or all tenders and to waive irregularities and informalities at its discretion. The Mackenzie County reserves the right to accept a tender other than the lowest tender without stating reasons. By the act of submitting its bid, the Bidder waives any right to contest in any legal proceeding or action the right of the Mackenzie County to award the work to whomever it chooses, in its sole and unfettered discretion, and for whatever reasons the Mackenzie County deems appropriate. Without limiting the generality of the foregoing, the Mackenzie County may consider any other factor besides

TENDER FORMS

price, location and capability to perform the work that it deems in its sole discretion to be relevant to its decision.

2.4.1 Tender Security

The Undersigned encloses herewith as a deposit, a bid bond or a certified cheque payable to the Mackenzie County of the Province of Alberta for five percent (5%) of the Tender Bid Amount which will be held by Mackenzie County.

The undersigned hereby agrees that if, within twenty-one (21) days after the Contract is presented to him for signature, hand delivered or sent by registered mail or courier addressed to him at the address stated in the tender, the undersigned refused or fails:

- a) to sign and return to Mackenzie County the Contract for the performance of the Work and the supplying of Material covered by this tender; or
- b) to provide the security for the performance of the Contract and for the labour and material payment as required by Special Provisions; or
- c) to provide insurance as required by the Alberta Transportation's *Standard Specifications for Highway Construction* (Edition 13, 2007);

the bid bond or deposit shall be subject to forfeiture to Mackenzie County, and if a Contract for that Work and Material is then entered into with some other person for a greater amount, the Undersigned is liable to Mackenzie County in the amount equal to the difference between the amount of his tender and the amount of the Contract actually entered into; the maximum not exceeding the amount of the security required under this section.

2.4.2 Tender Withdrawal

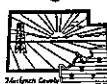
The undersigned hereby agrees that he will not withdraw this tender after the time fixed for receiving tenders,

- a) until some other person has entered into a Contract with the Mackenzie County for the performance of the work and/or the supplying of the materials specified in the notice inviting tenders, or
- b) until thirty-five (35) days after the time fixed for receiving this tender,

whichever first occurs.

2.5 AGREEMENT

Should this tender be accepted, the undersigned agrees to enter into written agreement with Mackenzie County for the faithful performance of the works covered by this tender, in accordance with the said plans and specifications and complete the said work as per section 2.1.



TENDER FORMS

2.6 TENDER SIGNING AND SEALING

An authorized signing officer shall affix his signature to this Tender. The Tender shall be either sealed with the Company Seal, or the Affidavit of Execution of the Witness shall be completed. Failure to comply may result in the tender being rejected.

AFFIDAVIT OF EXECUTION CANADA PROVINCE OF ALBERTA TO WIT:	
I, _____ of the City of _____ _____ in the Province of _____ _____ make oath and say:	(Seal)
(1) That I was personally present and did see _____ named in the annexed instrument, and who is known to me to be the person named therein, duly sign and execute the same for the purposes named therein; that the same was executed at the _____ of _____ in the said Province, and that I am the _____ subscribing witness thereto;	VENDOR's Name (Company Name) _____ Authorized Signature _____ Address _____ Postal Code _____ VENDOR's Telephone Number _____ Witness _____ Date _____
(2) That I personally know the said _____ and he is in my belief of the full age of eighteen years.	
SWORN/AFFIRM before me at the City of _____ in the Province of Alberta, this _____ day of _____ 20____.	
_____ Witness Sign Here	
_____ A Commissioner for Oaths in and for the Province of Alberta.	

CONTRACT FORMS

3. CONTRACT FORMS**MACKENZIE COUNTY CONTRACT (Page 1)**

THIS Agreement made and concluded in duplicate as of this _____ day of _____, 20____, between Mackenzie County (hereinafter called "Mackenzie County") the first part and _____ of the _____ in the Province of _____ (hereinafter called "the VENDOR") of the second part.

WITNESSETH, that for and in consideration of the covenants and agreements on the part of Mackenzie County, hereinafter contained and the prices hereinafter mentioned, the VENDOR for himself, his executors, administrators and assigns, covenants and agrees with Mackenzie County to do, furnish and perform the works, materials, matters, and things required to be done, furnished and performed, in the manner hereinafter described, in connection with the following work or works, namely:

2011 Mackenzie County Gravel Supply Tompkins Area

in strict accordance with the plans and specifications of said work hereto attached, and to deliver the same as per article 2.5.



CONTRACT FORMS

MACKENZIE COUNTY CONTRACT (Page 2)

IT is mutually agreed that the attached tender or proposal and bond of the VENDOR, together with the plans, specifications and any special provisions herein designated and referred to are hereby made and shall be considered part of this Agreement the same as if herein fully set forth.

IN CONSIDERATION WHEREOF, and upon the VENDOR fully completing and executing in every particular the work herein Contracted for within the time hereinbefore set out, and upon the said VENDOR satisfying the said Mackenzie County that all just claims for labour and materials and for damages in connection with the work have been paid, the said Mackenzie County covenants, promises and agrees to pay unto and to the said VENDOR for the actual amount of work done and materials in place at the unit prices stated in the VENDOR's attached proposal or tender.

IN WITNESS WHEREOF, the VENDOR has hereunto set his hand and seal as of the day and year herein mentioned, and these presents have been signed and sealed by the representatives of Mackenzie County, on behalf of Mackenzie County.

SIGNED, SEALED AND DELIVERED BY
THE VENDOR IN THE PRESENCE OF:

Witness

VENDOR

SIGNED AND SEALED ON BEHALF OF
MACKENZIE COUNTY

Witness

per _____

per _____

TENDER AMENDMENT FORMS

4. TENDER AMENDMENT FORMS

We, _____
(Name of VENDOR)

the undersigned, modify the unit price schedule for our tender as shown in the following table.

UNIT PRICE SCHEDULE CHANGES				
Replacing ALL previous Unit Price Schedule Changes				
ITEM NO.	DESCRIPTION	ESTIMATED QUANTITY	UNIT PRICE CHANGE + OR -	TOTAL CHANGE FOR THIS ITEM + OR -
+ or – Change in Total Tender				

We also acknowledge and agree that:

1. This change supersedes all previous changes including those to other bid items. Previously submitted changes are all null and void.
2. We accept full responsibility for any lack of confidentiality arising from the use of this process.
3. Failure of these revisions to arrive on time, accurately or completely for any reason will render these revisions null and void.

4. _____ being _____
Signature Position in Company

of _____ dated _____
Company Name Date

Mackenzie County is NOT responsible for faxed amendments not being received.



SPECIAL PROVISIONS

5. SPECIAL PROVISIONS**5.1 ITEMS NOT TO BE PAID FOR SEPARATELY**

The VENDOR agrees that there shall be No Compensation for:

- a) The right of unfettered access to and from the lands.
- b) Any other damages, not specifically addressed in this agreement, or injuries that may be done to the land or improvements, if any, during the terms of the agreement.

5.2 DEVELOPMENT

- a) All development approvals are the responsibility of the VENDOR. All work required by the Minister of Environment to obtain such approvals are solely the responsibility of the VENDOR.
- b) Site preparations are the responsibility of the VENDOR. Site preparation will include preparing the stockpile area and the haul and access roads to the gravel stockpiles.
- c) The stockpile area will be firm level area large enough to accommodate the crushed gravel and the equipment required for loading and hauling.
- d) The required date for when the gravel should be available for testing is June 15th of each year; and available for the regravelling will be from July 1st to August 31st of each year.
- e) The VENDOR agrees the cost of site preparation on the land is included in the established unit rate.
- f) The COUNTY will be responsible for the maintenance of the haul roads during haul periods, at the cost of the COUNTY.

5.3 RECLAMATION

- a) All reclamation approvals are the responsibility of the VENDOR. All work required by the Minister of Environment to obtain such approvals are solely the responsibility of the VENDOR.
- b) The VENDOR agrees the established unit rate includes all reclamation costs and there will be no further claims against the COUNTY.
- c) The VENDOR's reclamation and restoration obligations contained within this Agreement shall survive the expiration or termination of this Agreement for any reason whatsoever until satisfied in full.
- d) Upon the expiration or earlier termination of this Agreement, the VENDOR shall be responsible to reclaim and restore the Lands to the extent required by any regulation, directive, condition or provision given or issued by any relevant regulatory authority, including, but not limited to the authority pursuant to the Alberta Environmental Protection and Enhancement Act and in accordance with that Conservation and Reclamation Approval to be issued by the Director of Land Reclamation Division, Alberta Environment, as the case may be and any and all applicable legislation.

SPECIAL PROVISIONS

5.4 QUIET EMPLOYMENT

The VENDOR warrants that he has good title to the Lands and the Gravel and the full right and power to grant to the COUNTY the full and exclusive right to enter upon and occupy the Lands together with the rights and privileges as herein provided and while not in default of the agreements on the COUNTY's part herein contained, the COUNTY shall and may peaceably possess and enjoy the Lands and the rights and privileges hereby granted during the Term of this Agreement and without any interruption or disturbance from or by the VENDOR or any other persons whomsoever except as otherwise provided in this agreement.

5.5 GRAVEL SPECIFICATIONS

The VENDOR shall supply 20mm material that it meets the requirements in Table 5.5.1.

Table 5.5.1. Gradation Requirements for Gravel Surfacing Materials

Sieve Size (µm)	20 000µm Topsize Percent Passing	16 000µm Topsize Percent Passing
20000	100	
16000	91-97	100
12500	83-92	83-92
10000	76-90	76-90
5000	50-78	50-78
1250	29-55	29-55
315	13-35	13-35
80	4-15	4-15
% Fracture (Two Face)	+60	+60

5.6 AGGREGATE QUALITY TESTING

For this Contract, the VENDOR will provide Quality Control as per section 3.2.3.2.3 of the AT Standard Specifications for Highway Construction. Quality Assurance may be done by the Consultant at the discretion of the COUNTY.

The test results will be provided to the VENDOR as soon as they are available.

Acceptance or rejection of aggregate materials will be based on the Quality Assurance test results provided by the Consultant.

5.7 SCALE MEASUREMENT

Loader scale measurements will be used as the method of measuring the quantity hauled.



SPECIAL PROVISIONS

5.8 CONTRACT QUANTITY REQUIREMENTS

The quantities shown in the Unit Price Schedules are approximate. By mutual agreement between the VENDOR and Mackenzie County, contract quantities and/or may be increased. No additional compensation or adjustment to the unit bid prices will be considered for any alterations to estimated Contract volumes.

5.9 PAYMENT

- a) Payment will be made at the applicable unit price bid for the quantity weighed.
- b) The COUNTY will pay the VENDOR a deposit of 30% of the current year's expected minimum (10,000 tonne) at the unit price on or before the 30th of April of each year.
- c) Payment will include full compensation for excavating and loading to crusher, processing, hauling and stockpiling the aggregate in accordance with the bid items.
- d) Payment will be made after completion of the regravelling season, final payment will be made on or before September 30th of each year. The VENDOR will be required to supply the County with a tax invoice indicating the quantity, rate and total amounts, before a payment will be made.
- e) **No payment will be made for material rejected by the Consultant, or material that does not meet the applicable specifications.**

5.10 GOODS AND SERVICES TAX (G.S.T.)

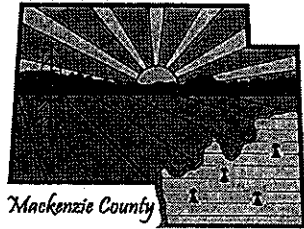
Bid prices are to exclude the Goods and Services Tax on all materials and services supplied by the VENDOR and incorporated into the work.

The Mackenzie County will include the applicable Goods and Services Tax payment on the payments.

5.11 ENVIRONMENTAL CONTROL**Environmental Protection and Enhancement Act**

The VENDOR shall carry out his operations so as to adhere to and meet all guidelines as set out in the Environmental Protection and Enhancement Act.

In addition, the VENDOR shall be required to follow conservation and reclamation guidelines as laid out in the existing Alberta Environment surface materials disposition held by Alberta Transportation.



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 13, 2010
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Tompkins Crossing

BACKGROUND / PROPOSAL:

The County has been investigating the possibility of replacing the current ferry for a Hover Ferry/Hoverbarge. A proposal from Hovertrans Solutions Pte Ltd. is attached for Council's review.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

That Alberta Transportation be requested to fund a Hover Ferry for the Tompkins Crossing.

Author: C. Gabriel

Review by: _____

CAO 

**Proposal to Charter a Hover Ferry
On the Peace River at Thompkins Landing**



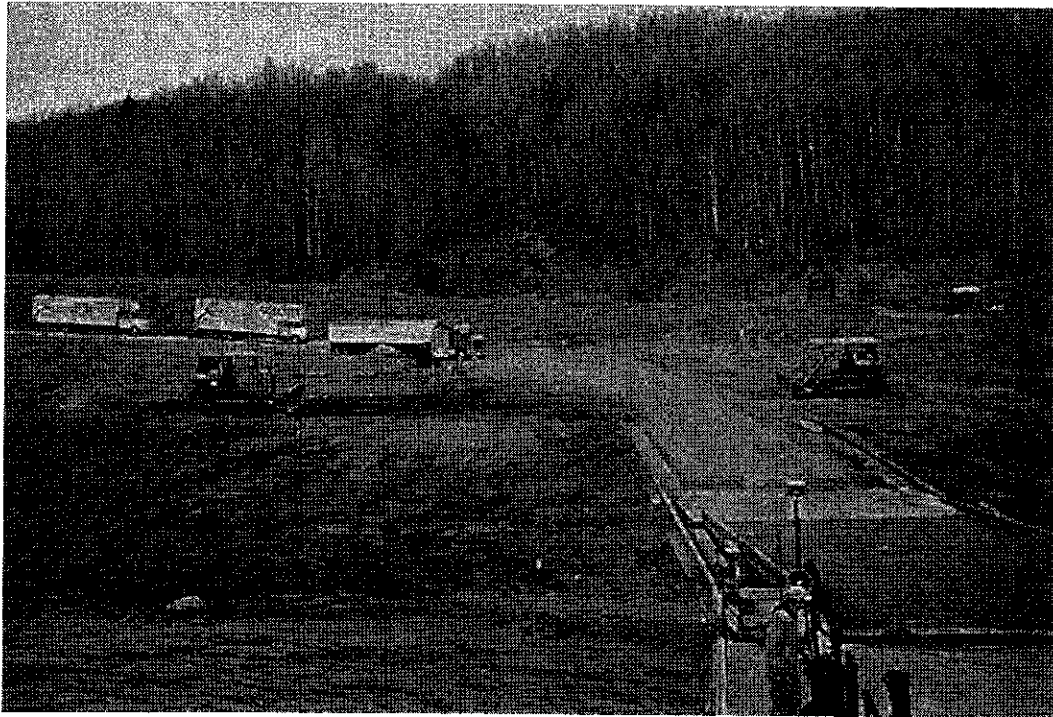
Prepared for



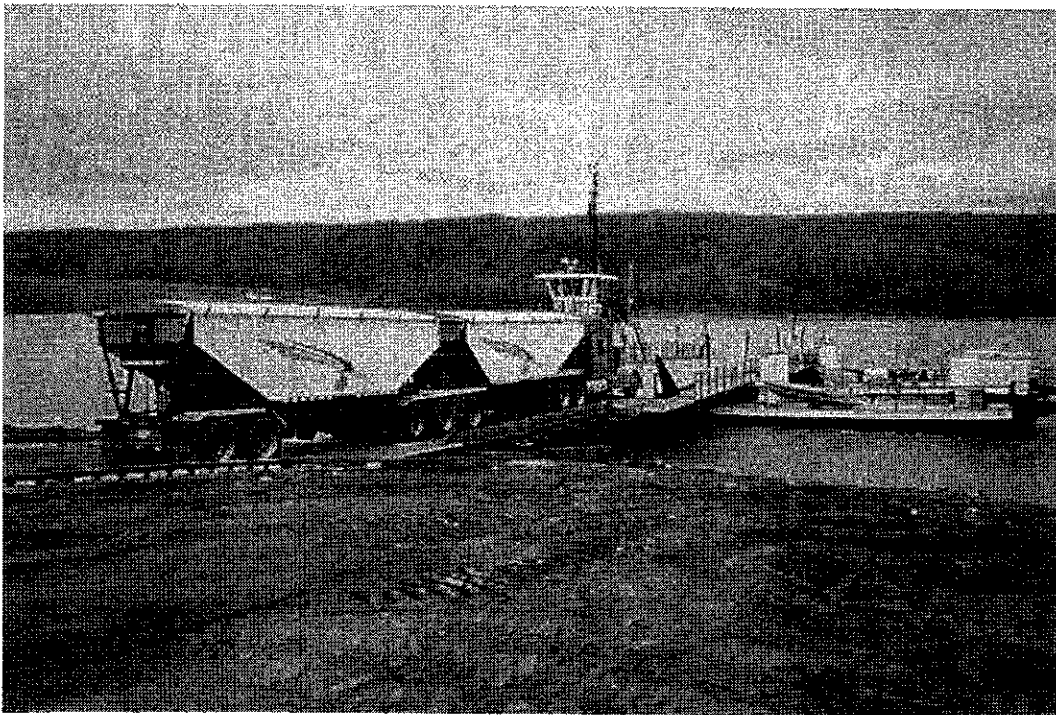
Mackenzie County

Quotation Number: **3006c/1009/051010**
Date: **05 October 2010**
Prepared By: **Hovertrans Solutions Pte Ltd.**

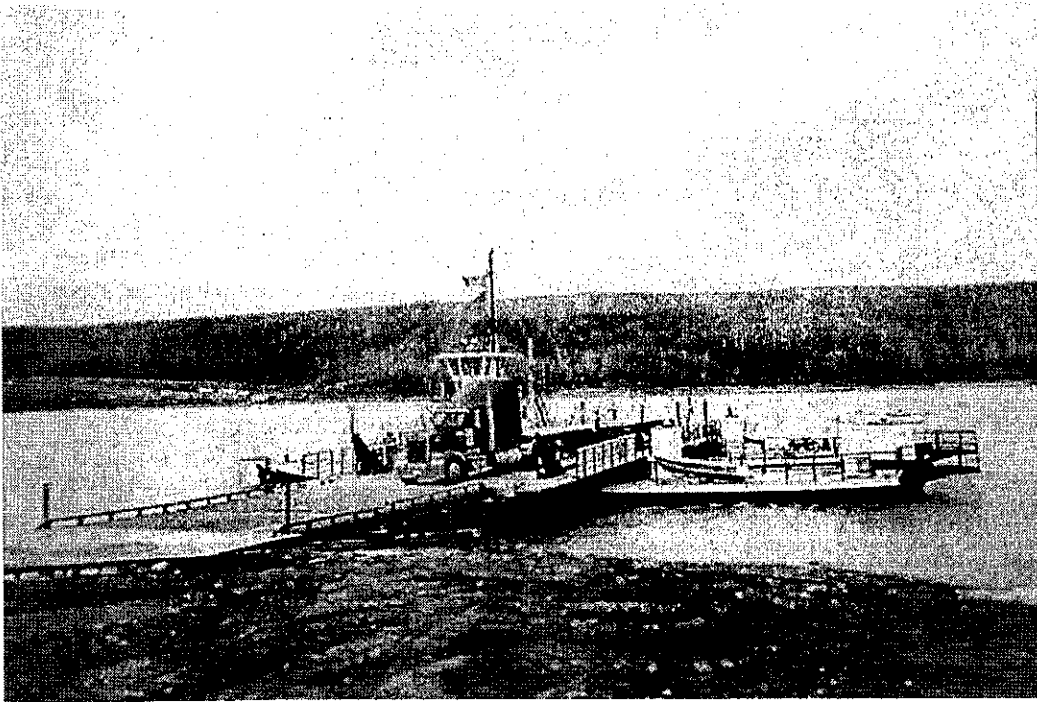
Prepared For:
Mackenzie County
PO Box 640
4511 -46 Avenue
Fort Vermillion
AB, T0H1N0
Canada



Trucks waiting to be loaded on the Ferry



Tucks loading onto the ferry



Trucks unloading from the ferry

Proposed Solution:

This document contains an outline and approximate Bareboat Charter hire options for the Peace River Thompkins Landing. If acceptable in principal a final proposal will be provided in association with the client.

The Hoverbarge would be used in summer with a chain ferry arrangement. This is well proven technology and used on many Ferry crossings. The advantage of the chain ferry is no cables are used for pulling and the chain gives a positive guide to the vessel being towed across the river.

Fog will not stop the crossing working as it will chain or cabled driven.

In winter once the ice is formed it is recommended the Hoverferry moves onto the formed ice and is winched across using Sampson rope instead of Chain or it can be stored and the conventional ice road used.

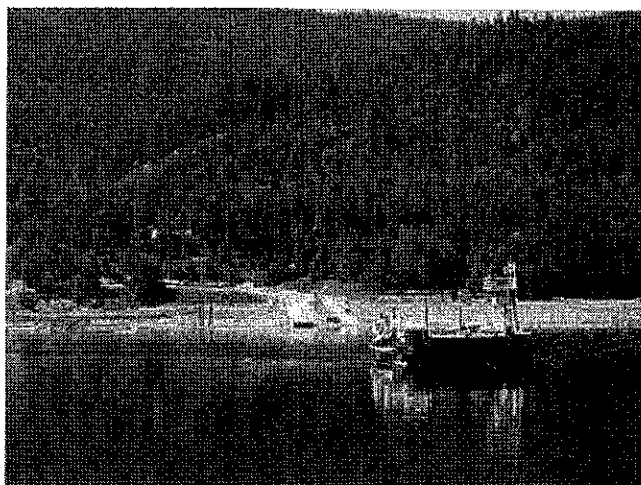
Chain Ferry Examples (Sometimes referred to as Floating Bridges)

Experience with chain ferries in the UK goes back a long way, the Poole to Sandbanks Chain Ferry first started operations in 1923.

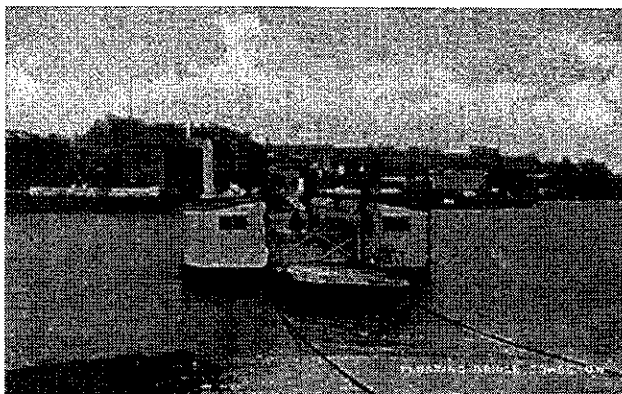
The present ferry, "Bramble Bush Bay", came into service in January 1994, it is the fourth ferry to operate this service since the Bournemouth-Swanage Motor Road and Ferry Company came into being in July 1923 following an Act of Parliament. The ferry, 242 feet in length, has a nominal capacity of 48 cars. Propulsion is provided by diesel-hydraulic driving a chain winch.



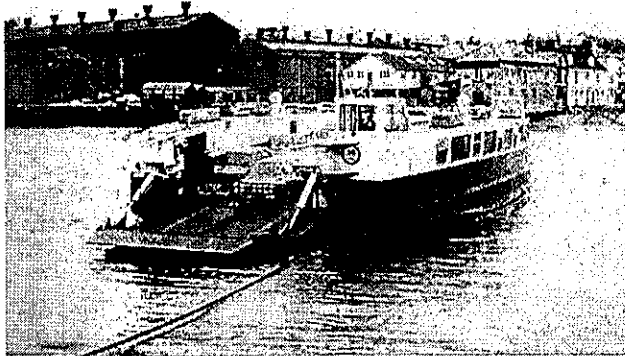
The distance travelled is 375m across, with a 5 knot current and operates every 10 minutes.



Needles Cable ferry: Arrow Lake, BC, Canada. 1 km across



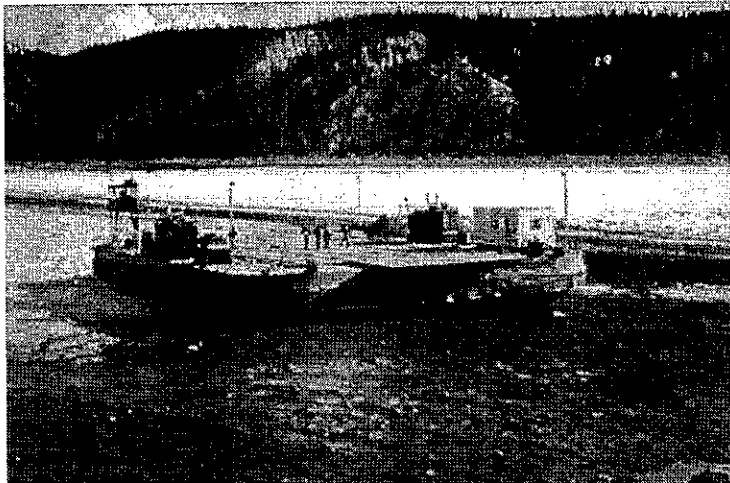
Cowes IOW 1882 UK



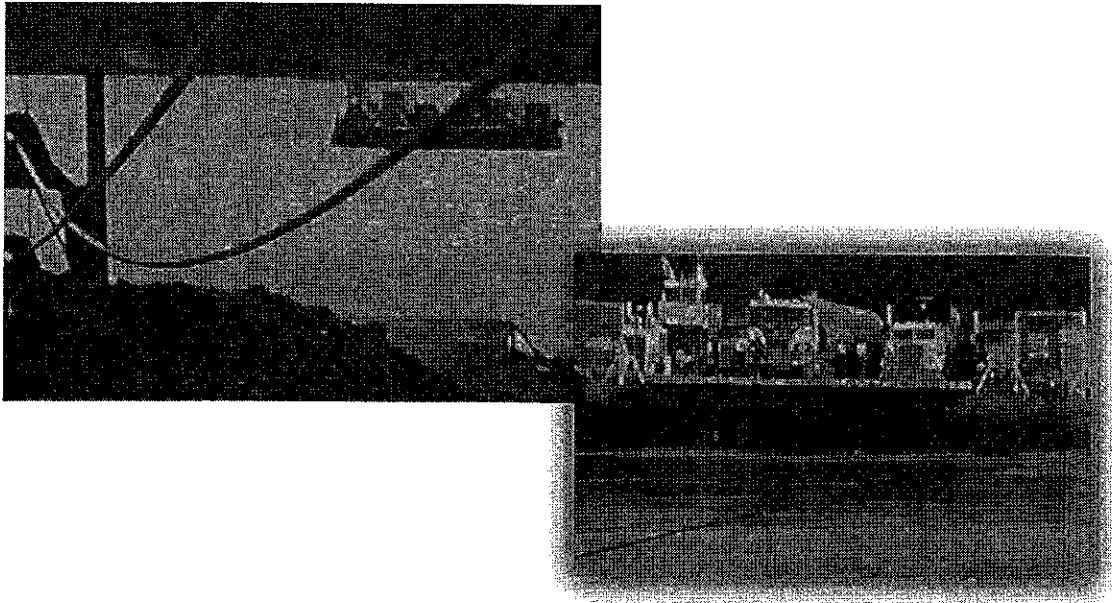
Cowes IOW 1975 UK

Previous Experience with Hover Ferries

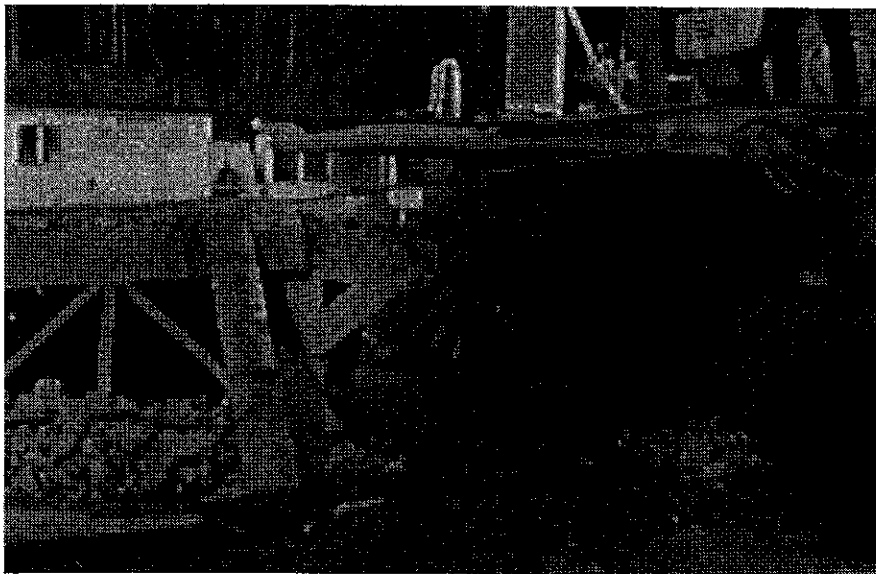
In 1976 two Yukon Princesses (160t payload) operated across the River Yukon for eleven months successfully moving 3000 tons of equipment per day. Operations started when the river was frozen.



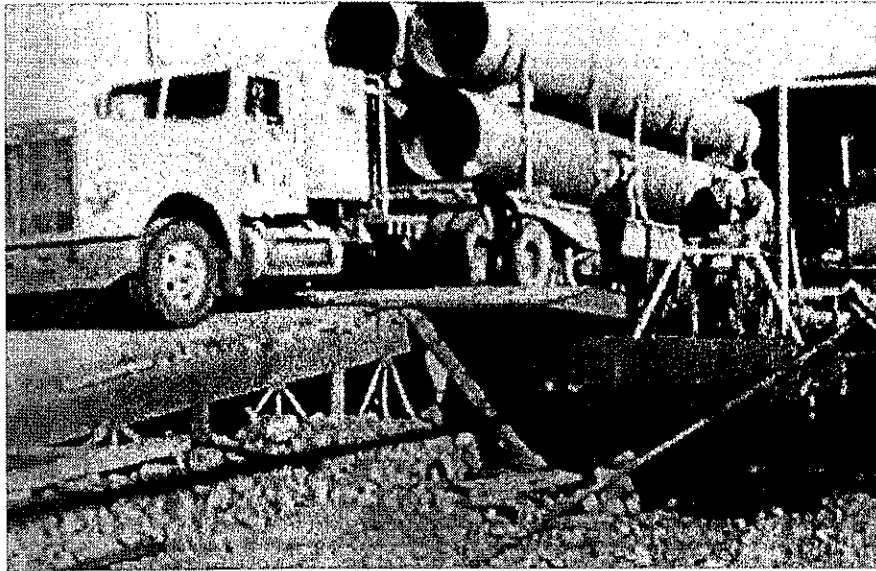
Hoverbarges were winched across with cables.



The ramp used is positioned on the land, as the Hoverbarge is amphibious and therefore travels up the slipway. This stops the build up of sediment and allows the Hoverbarge to settle onto hard ground making it more stable when loading and unloading.



A simple ramp used on the Yukon is moved according to the water level. (1976)



Trucks being unloaded off the Yukon Princess. (1976)



Tompkins Landing Ramp (2010)

Unloading the ferry at the Tompkins Landing is a ramp located in the water, which can cause issues with debris and sediment build up.

The Hoverbarge ramps will be located on land and moved as required so that it is always out of the water. This has important environmental issues as it does not affect the normal river flow. The ramps as in the case of the Yukon and be moved up and down the slipway with a winch or tractor. Existing riverside equipment can be utilised.

Charter Proposal

The recommended size for this operation is our 300 tonne payload Hoverbarge allowing for the weight of chain or cable winching systems so a clear **payload of 250 tonnes is achievable**.

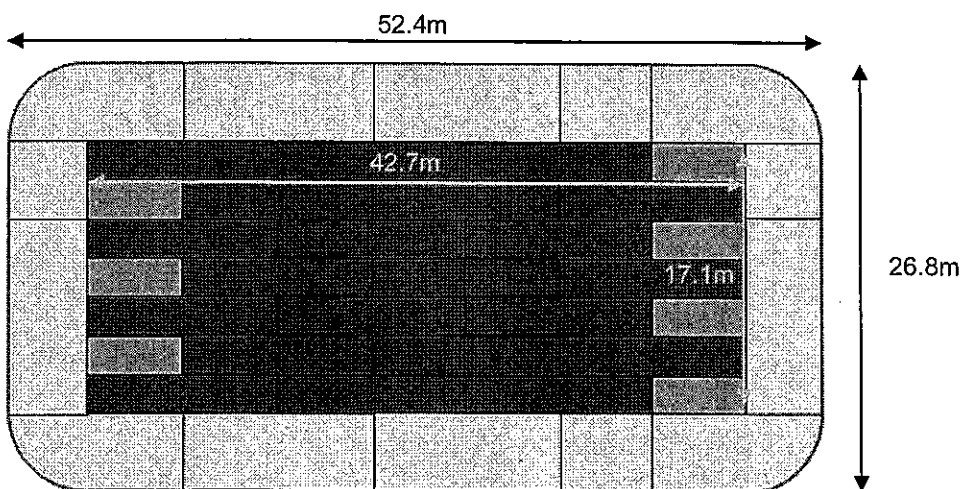
Placing the winch on the shore, as was the case on the Yukon will increase the Hoverbarge payload to **around 290 tonnes** and has operational advantages for access for maintenance and shift changes. Small winches would be fitted on board the Hoverbarge so that it can pull itself back to the slipway should the main winch fail. A decision on the best winching system will be finalised with the client in due course.

The following charter proposal will enable Mackenzie County to spread the cost of the Hoverbarge with a monthly rate, instead of a lump sum capital purchase. The additional benefit is that the Hoverbarge is offered on charter direct from the manufacturer with a guarantee of its ability to hover, along with Hovertrans Solutions Pte. Ltd (HTS) engineer visits. HTS will also assemble the Hoverbarge on site and provide a month's training to local crew, all as part of the charter rate. Option to purchase at any time is negotiable.

Singapore Technologies Marine Ltd (ST Marine) our majority shareholder, unless otherwise agreed, will construct and own the Hoverbarge and will charter the Hoverbarge direct to Mackenzie County. Therefore, a formal charter proposal will be drawn up by ST Marine after this outline proposal has been discussed with Mackenzie County.

Draft Layout – HTS300T

Although the Hoverbarge is being offered on charter, due to the charter length, Hovertrans Solutions will still involve Mackenzie County on the overall design of the Hoverbarge to ensure it meets with their requirements. The following is a draft layout showing modular pontoon arrangement and skirt frames. The blue area is the cargo deck area for the vehicles; the grey skirt frames will hold the lift systems and control tower.



Layout excludes deck houses, equipment & ramps.

A detailed GA will be included within the formal proposal from ST Marine.

Basic Specification of the HTS300T Hoverbarge

300t Modular Hoverbarge*	
Outside Dimensions	52.4m (L) x 26.8m (W) x 1.676m (D)
Clear Cargo Deck Area	42.7m (L) x 17.1m (W)
Cargo Deck Loading Limit	10t/m ² (can be strengthened in areas to take point loads)
Payload (excluding winches)	300 tonnes
Pontoon Type	Modular Pontoon manufactured from EH36 Steel or equivalent
Vehicle Ramps (to be discussed)	Ramp on Bow and Stern Skirt Frames
Electrical Power	Stand alone Diesel Electrical Generator With shore power connection if available.
Lift Engines Power	Direct Drive Diesel via 3 x CAT C32 or similar Winterization to be discussed
Approx Fuel Consumption (lift engines only, excludes electrical generator)	465 l/hr total
Lift System	3 x Hovertrans Solutions Centrifugal lift fans
Emissions (C32 engine)	T2CR
Skirt System	Hovertrans Solutions Hoverbarge segmented skirt system with wear pads.
Hover Height	1.8m
Accommodation	Modular container with crew refreshment facilities including airvac style toilet
Enclosures	Control tower to be provided by Mackenzie County. All machinery to be enclosed environmentally friendly enclosures with anti drip trays, grey water, and dirty water tanks as required.
Documentation	Operating manual & Service schedule
Safety	To meet Transport Canada's Requirements
Class	Pontoons & Skirt Frames to be built to ABS rules

* The specification is subject to change without notice and will be confirmed as part of the charter contract with ST Marine/HTS

Additional Items included within the Charter Rate

- Assembly of the Hoverbarge on site
- HTS/ST Marine trainer on site for a month to train local crew
- HTS/ST Marine engineer visit 4 times a year
- HTS/ST Marine engineer to assist with winter storage and summer start up

Spares included with the delivery of the Hoverbarge

- 24 x Spare skirt segments & connectors
- 1 x Spray skirt section
- 1 x Fluid drive unit
- 1 x Lift fan bearings (one set)
- 1 x Skirt Repair Kit
- Spare Pontoon Connectors

Please note, storage, replacement of the above spares and any additional spares required will be the responsibility of Mackenzie County.

Excluded from the charter hire rate:

To avoid any doubt, the following items are not included within the charter rate:

- Control Tower & fitting (at the request of Mackenzie County)
- Land based Hoverbarge ramps, winch or tractor to move ramp/or Hoverbarge
- Civil engineering works
- Propulsion winch system
- Chain or wire rope
- Winter storage (land, blocks, covers, security)
- Permitting / local operating approval, annual permitting, Coast Guard inspections etc.
- Operating costs (crew, fuel, lubricants)
- Insurance (Hull, P&I) HTS to be named on Mackenzie County's insurance as "additional insured"
- Hoverbarge Shipping from Singapore (priced separately)
- Bond

Recommended Spares List

To ensure minimal disruption to service, a recommended spares list will be agreed and purchased by Mackenzie County.

Timescales

Delivery by July 2011, subject to a charter contract being signed and bond received by the **end of October 2010**.

The above schedule is subject to the following conditions:-

- a. Availability of suitable equipment to meet the construction schedule
- b. Availability of building berths at the point of contract signing

Cost Indicator

The following is an indicator only of the charter hire rates as the final contract still requires discussion and will be from ST Marine or a ST Marine subsidiary.

The cost is still to be finalised with agreement between HTS and Mackenzie County of what should be included within the charter rate. HTS is also awaiting feedback from their tax consultants with regards to chartering a Hoverbarge in Canada, therefore, please treat the costs as a guideline only.

BIMCO Bareboat Charter Hire - 300 tonne payload Hoverbarge

The following rates are a price indicator only, a formal quotation will follow agreement of final specification with Mackenzie County.

Owner – HTS or ST Marine Charterer - Mackenzie County

Item	Description	Budget Cost (US Dollars)	Notes
Mobilisation cost	Point of Delivery is Singapore. All transit costs for delivery from Singapore to Ft Vermillion Alberta.	\$500,000 estimated Charterers expense	Bare boat charter excludes: crew, supervision, maintenance, fuel, lubricants & main winch propulsion.
Charter hire	The minimum guaranteed period of charter is 274 days of operational rate and 91 days of layup rate per year.	Please see options below for charter hire per year. These are guidelines only until detailed discussions take place and a specification is agreed.	
Charter period	Subject to a 10 year contract.	Layup rate to be discussed.	
Bond	Bond Required for charter contract	Charterers expense	
Insurance	Hull & P&I	Charterers expense	
Assembly Cost	Hoverbarge Assembly	Owners expense	
	To fit Mackenzie County's own Control Cabin.	Charterers expenses	
Spares supplied with Hoverbarge	Spares to include: 24 x Spare skirt segments & connectors 1 x Spray skirt section 1 x Fluid drive unit 1 x Lift fan bearings (one set) 1 x Skirt Repair Kit Spare Pontoon Connectors	Owners expense	These spares must be replaced if used at the charterers expense.
Training Cost	Onsite training for Hoverbarge operations. Includes one HTS personnel for up to 4 weeks on site.	Owners expense	Additional training can be supplied at extra cost.
Flagging		Owners expense	
De-Mobilisation cost	All transit costs from Ft Vermillion Alberta to Singapore at end of charter contract. Estimate based on today's value only, due to expected costs increase in 10 years time.	\$900,000 estimated Charterers expense	Includes cost for disassembly. Cost will only be incurred at the end of the contract if not renewed.
Purchase	Option to purchase or extend	To be discussed	

Option 1

Sample of Charter hire day rates, based on a 5% escalation per year. USD rates.

Subject to final specification and taxation.

Operating rate is for 274 days and layup rate is 91 days.

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
Operating Rate per day	\$7,500	\$7,875	\$8,269	\$8,682	\$9,116	\$9,572	\$10,051	\$10,553	\$11,081	\$11,635
Layup rate per day	\$3,750	\$3,938	\$4,134	\$4,341	\$4,558	\$4,786	\$5,025	\$5,277	\$5,540	\$5,817

Fixed rate option

A 3 year and 5 year fixed rate can be quoted as well after discussions, a guideline to these costs are below:

Option 2

3 Year Fixed Rate, 5% escalation per year thereafter:

Operating rate fixed for first 3 years at \$8,100 per day

Operating layup rate fixed for first 3 years at \$4,050 per day

Option 3

5 Year Fixed Rate, 5% escalation per year thereafter:

Operating rate fixed for first 5 years at \$8,500 per day

Operating layup rate fixed for first 5 years at \$4,250 per day

All subject to taxation and clarification of specification and included costs.

The affect of Canadian tax may alter all of the above rates but until we have agreed a final specification and what is included or excluded, the hire rates are only a guideline. HTS is seeking appropriate tax advice at the moment but do not have a conclusive answer for this proposal.

Excluded from the above hire rates are:-

- Canadian Customs duties
- Import Duties
- GST
- Taxes and fees from Class or regulatory bodies
- Local withholding taxes / any other taxes/fees
- Consultancy outside that described in this quotation
- Additional travel and labour other than that described in quotation

Bond

The HTS300T Hoverbarge will be constructed especially for the Mackenzie County river crossing and as such a bond is required of a value to be confirmed. This is to protect ST Marine from cancellation or default on payment during the charter period.

Additional Costs

Any additional days for work outside of scope or meetings / visits to be charged at the following rates plus expenses:

Director:	\$2,000 per day
Senior Manager/Engineer:	\$1,500 per day
Manager / Engineer:	\$1,000 per day

Terms & Payment

Quote valid for 30 days from 05 October 2010. No assumptions of inclusions within the offer should be made unless verified in writing. Equipment is subject to availability. Payment terms to be agreed. All rates quoted in this document are indicative only and non-binding.

Intellectual Property Rights (IPR)

Hovertrans Solutions Pte. Ltd. shall retain all the rights to the design of this Hoverbarge in both foreground and background data.

All the Intellectual Property in and to all documentations, drawings, calculations and procedures whether or not in direct connection to the project which are developed as part of this project shall be solely owned as IPR by Hovertrans Solutions Pte. Ltd.

Appendix 1

Why Hovertrans Solutions Pte. Ltd.?

Hovertrans Solutions is unique and the only company with the personal who have the experience and knowledge of actually building and operating Hoverbarges.

In addition, Hovertrans Solutions have the access to the correct design facilities to build light marine structures that are acceptable to ABS, coupled with the engineering expertise for building on site.

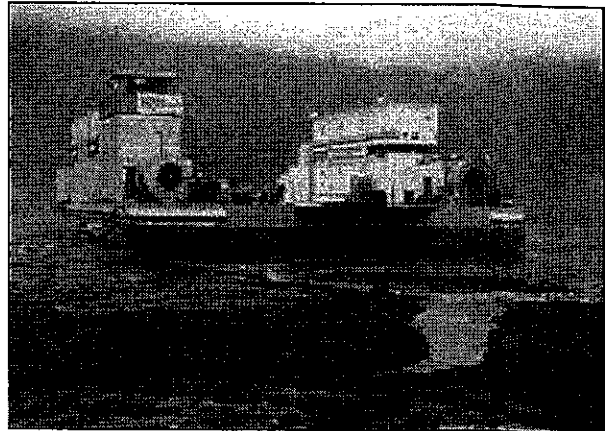
Engineers of Hovertrans Solutions have successfully designed, built and operated hover transporters across the World. All the craft below have been designed by Hovertrans Solutions Chief Technology Officer.

Some previous projects completed by the personnel of Hovertrans Solutions Pte. Ltd.:

The Siberian

Designed to operate at -50°C and to transport 250 tonne modules across the frozen Siberian landscape.

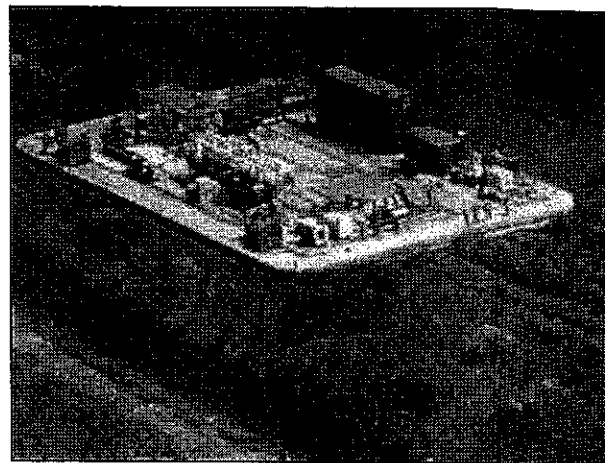
The Siberian has accommodation facilities for 10 crew, with en-suite rooms, galley and mess room, all specially insulated for the sub zero temperatures. *Built by Hovertrans Ltd.*



The Toucan, Suriname

Althev Oil Field services Ltd used the modular Hoverbarge to solve their logistical problem of drilling in the remote swamps of Suriname, S.America.

The answer was a 330 ton payload hover drill barge, with a unique 10ft x 40ft drilling slot. The cleaver design allowed assembly to take place on the edge of the swamp with limited equipment and resources. *Built by Hovertrans Inc.*

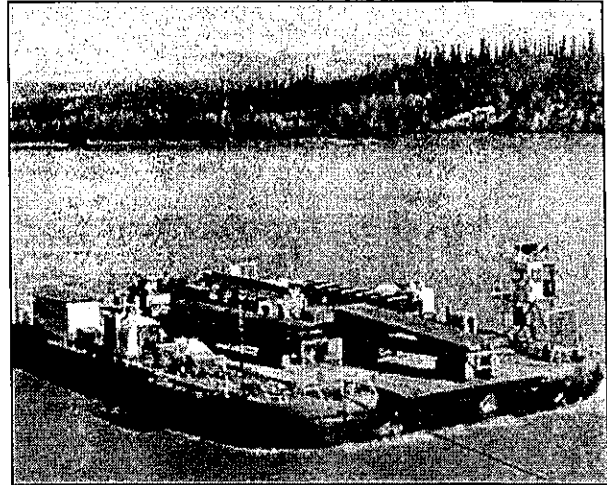


Alyeska Pipeline - Yukon Princesses

The Trans Alaskan pipeline was in danger of slowing down because at the centre of its 1280 km route was the mile wide Yukon River - forming a hazardous natural barrier.

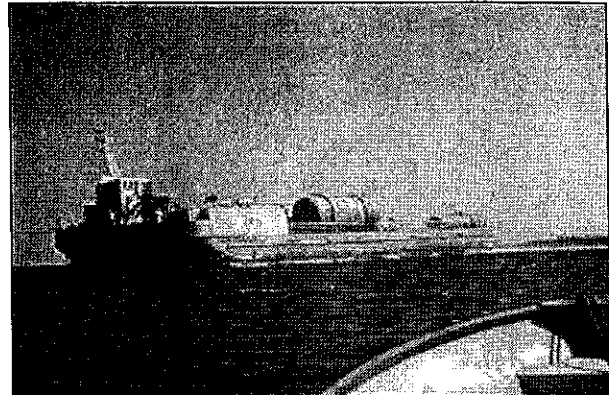
With the road bridge behind schedule, the river frozen over part of the year and a strong, fast flowing river the remainder of the year, there was no solution for a continuous trucking service across the river.

Two 160 ton payload Hoverbarges providing a roll on/roll off service were built in record time and provided the construction teams over 3000 tons of cargo a day with an operating efficiency of 95%. *Built by Mackace Ltd.*



Abu Dhabi - Sea Pearl

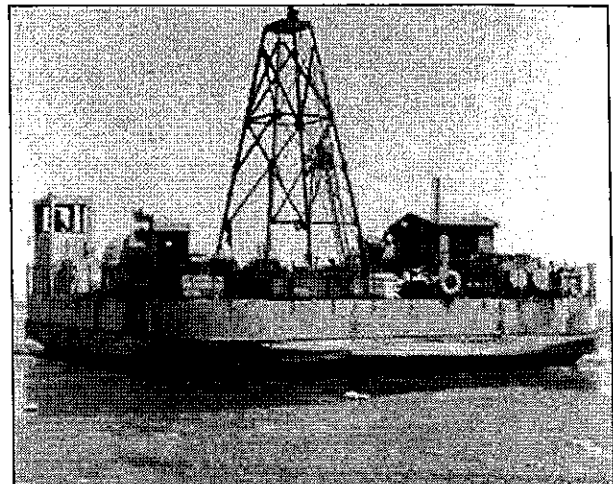
Das Island 178 km off Abu Dhabi, was a liquefaction plant due to be expanded. To move the large amount of plant required would have meant building docking facilities at both Das Island and Abu Dhabi. The problem was solved by supplying a large sea going Hoverbarge (amphibious) named Sea Pearl. Capable of carrying a load of 250 tons, the need for constructing a port was made unnecessary. Built to meet regulations and capable of 2-3m wave heights the Sea Pearl was unique. *Built by Mackace Ltd.*



Dead Sea

Working on a geological survey in the Dead Sea was not the easiest of projects. The area is hot, with quick sands, shallow water and razor sharp salt mushrooms some 45 cms (18 inches) high scattered through the area and the distance from shore was up to 25 km.

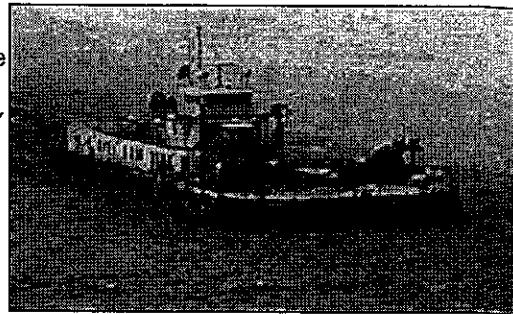
A modular 30-ton payload Hoverbarge was trucked to location and towed with a Rolligon soft tire tractor to the drilling sites. Each day was a new location and the Hoverbarge could



sit even on hot liquid sands and not sink or stick. With a ground pressure of less than 1 psi (0.07 kgf/cm sq) whereas a man will exert 5-10 psi (0.35-0.70 kgf/cm.sq) the barge was able to cover the soft sands, shallow water and salt out crops without delay and no cord roads or dredging required. *Built by Mackace Ltd.*

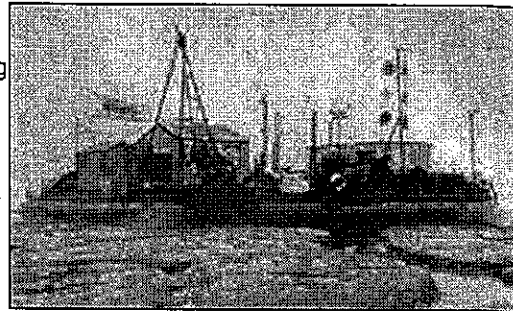
US Coast Guard

The icebreaker trials on the St Louis River in the USA open up another possibility of harvesting fresh water using the Hover Ice Breaker. *Built by Mackace Ltd.*



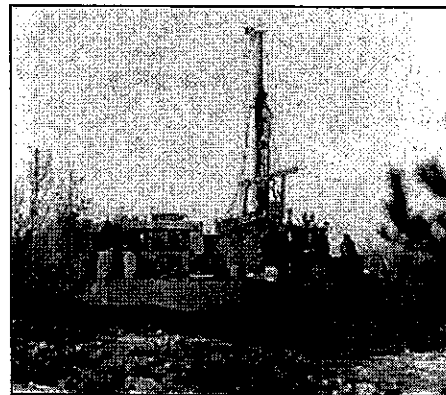
George Wimpey

George Wimpey used the Hoverbarge for taking core samples in difficult areas. Here we see a 50-70 ton payload unit working over tidal mud flats off the English Norfolk coast. Exposed to tidal races that moved at 10 knots and large areas of mud flats at low tide the Hoverbarge was the perfect answer for accessing this difficult area. *Built by Mackace Ltd.*



Fife Scotland

This was another unique situation and coring was necessary on a peat bog that floated like a carpet over a 100m of liquid peat. *Built by Mackace Ltd.*



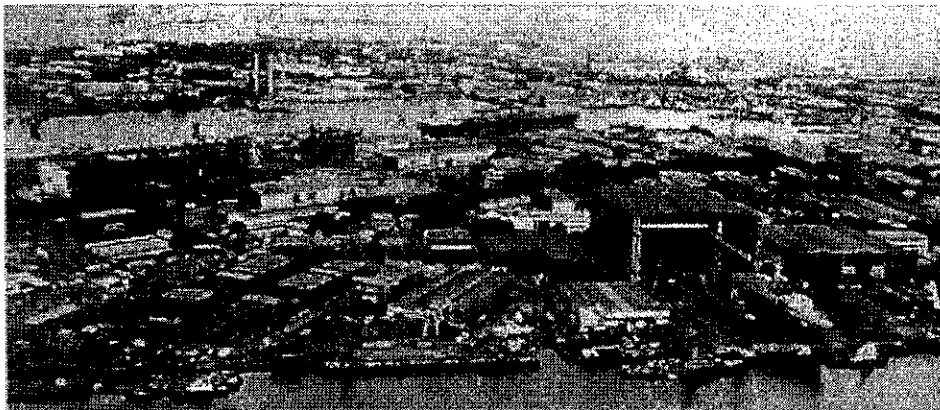
Majority Shareholder: Singapore Technologies Marine

Singapore Technologies Marine (ST Marine) is a premier shipyard providing turnkey shipbuilding, ship conversion and ship repair services to a worldwide customer base in the naval and commercial markets.

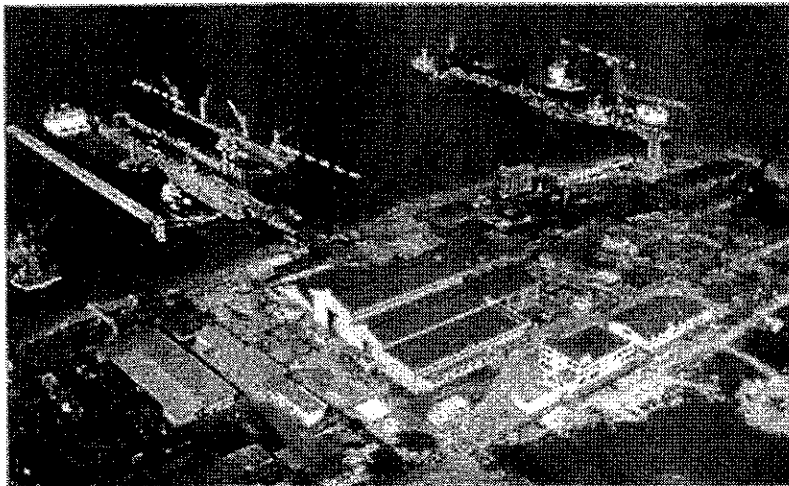
Over 30 years, we have established our self as a supplier of high quality, sophisticated products and services. Our ship design capabilities, supported by 3D modelling and CAD/CAM systems, provide an edge when it comes to customising innovative solutions to customers' exacting operational requirements.

ST Marine offers modern facilities with a combined area of 18.8 hectares, equipped to construct vessels up to 30,000 dwt, and to service up to frigate-sized warships and 70,000 dwt panama sized commercial vessels.

ST Marine's presence in the global new building market, particularly in the Americas, is complemented by VT Halter Marine, the US arm of our operations based in Pascagoula, Mississippi.



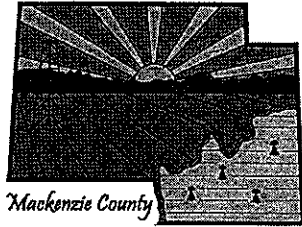
Benoi Yard - Singapore



Tuas Shipyard - Singapore

TERMS & CONDITIONS OF TRADING

- 1. DEFINITIONS:** The organisation for which work is undertaken shall be referred to as the "client" and Hovertrans Solutions Pte. Ltd. shall be referred to as "Hovertrans".
 - 2. ALTERATIONS:** Any alterations to these conditions shall be deemed to be inapplicable unless previously agreed in writing by both parties. Any order placed on Hovertrans shall be deemed to infer acceptance of these conditions and these conditions shall take precedence over any other conditions including those appended to any order unless agreed in writing.
 - 3. QUOTATIONS:** All quotations remain valid for a period of 30 days unless stated otherwise.
 - 4. EXCLUSIONS:** For the sake of clarity, Classification Society, National Approval Fees, as fitted drawings, or consequential losses through this contract.
 - 5. COMPLETION OF WORK:** Any time or date specified for completion of work is an estimate only and is not guaranteed, unless agreed otherwise in writing. Hovertrans shall however, use their best endeavours to comply with agreed completion dates.
 - 6. CANCELLATION:** If the client is the subject of a proposal for voluntary arrangement, or has a petition for an Administration Order or Winding-Up Order brought against it, or passes a resolution for a Winding-Up Order, or makes any composition, arrangement conveyance or assignment for the benefit of its creditors, or purports to do so, or a receiver or any other person is appointed in respect of its undertaking or of all or any of its property; or fails to comply with the provisions for payment provided for in this contract, Hovertrans shall without prejudice to any other rights that they may have, be entitled to terminate this contract by notice in writing to the client. If the client merges with or is taken over by another party, Hovertrans reserves the right to terminate this contract and the client would only be charged for work done and expenses incurred up to that time. If the client cancels for any other reason what so ever all payments for work to that point will be paid in full.
 - 7. INTELLECTUAL PROPERTY:** Hovertrans shall retain full intellectual property rights including copyright, patent and registered design rights. Nothing in the contract shall affect the rights of Hovertrans in respect of any intellectual property rights held prior to the commencement of the work under the contract. The client agrees to indemnify Hovertrans against infringement of third party intellectual property rights or patents on equipment sourced or recommended by the client.
 - 8. FEES:** Work will be charged on a fixed rate, hourly or daily rate &/or royalty basis as agreed. In the event that there are significant changes to the work agreed Hovertrans reserves the right to re-negotiate its fees.
 - 9. PAYMENT:** The client shall settle accounts in accordance with payment terms agreed. If no specific terms have been stated Hovertrans, will submit invoices at the end of each calendar month or on completion of the work, to be paid within 30 days of the invoice date.
 - 10. VALUE ADDED TAX (VAT):** VAT is not included in the quoted price and will be charged at the appropriate rate pertaining at the time of invoicing. (Zero rate for most overseas contracts)
 - 11. EXPENSES:** Where agreed outside of the main contract, Hovertrans shall charge for legitimate expenses incurred in connection with the contract. These may include travel and subsistence costs, reproduction of drawings, photography a Hovertrans and the hire of specialised equipment.
 - 12. MODIFICATIONS:** All changes affecting the work to be undertaken shall be notified in writing to Hovertrans. Where alterations are requested any extra work arising may be charged at normal hourly rates.
 - 13. CONFIRMATION:** Work will not commence until a written instruction to proceed is received from the client. Any such instruction to proceed shall be deemed to infer acceptance of these conditions and the fees proposed.
 - 14. PUBLICITY:** Unless agreed otherwise Hovertrans are entitled to refer to work carried out under this contract in publicity material.
 - 15. LIABILITY:** Hovertrans will not accept any liability for the manufacture, quality or performance of the products, unless it is sole charge of placing fabrication & supply contracts for new supplied equipment, and in any event Hovertrans liability shall be limited to the fee paid to Hovertrans for this contract. Hovertrans liability in the event of any error in its calculations or drawings shall be limited to the correction of the calculations or drawings at its own expense.
 - 16. RESPONSIBILITIES:** Hovertrans shall not incur any responsibilities not outlined in the contract including those defined by regulations such as the Construction (Design and Management) Regulations, unless specifically agreed as part of this contract.
- Where site access is required to undertake any of Hovertrans work, the client shall be responsible for arranging and assuring safe access and accommodation.
- 17. THIRD PARTY RIGHTS:** Nothing in this contract confers or purports to confer on any third party any benefit or any right to enforce any term of this contract. All parties are independent contractors.
 - 18. PRIVACY OF CONTRACT:** The Contract is intended to be a private contract between the parties hereto and it is not intended to confer any rights of enforcement on any third party (other than on a permitted assignee to whom the Contract is actually assigned) even if any of the Contract terms purports to confirm a benefit on such a third party.
 - 19. SEVERABILITY:** If any part of these Terms and Conditions is found by any court or authority of competent jurisdiction to be illegal, invalid or unenforceable, then that provision shall, to the extent required, be severed and shall be ineffective, but shall not affect any other provision of these terms and conditions which shall remain in full force and effect.
 - 20. LAW:** The contract is to be governed by Laws of Singapore and both parties are required to submit to the jurisdiction of the Singapore Courts.



MACKENZIE COUNTY

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 13, 2010
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Airports

BACKGROUND / PROPOSAL:

Verbal update to be provided at the meeting.

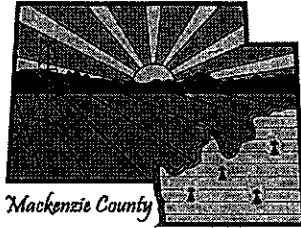
OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

That the airports update be received for information.

Author: C. Gabriel **Review by:** _____ **CAO** _____



MACKENZIE COUNTY

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 13, 2010
Presented By:	Marion Krahn, Acting Supervisor of Planning and Development
Title:	Urban Development Standards Policy No. DEV001

BACKGROUND / PROPOSAL:

The Urban Development Standards Policy No. DEV001 includes the statement "The following chart indicates the minimum standards on new development". Recent questions regarding the meaning of "new development" resulted in this matter being presented to Council for clarification.

OPTIONS & BENEFITS:

An existing development within the Hamlet of La Crete was constructed in advance of this policy being amended to require paved streets. The developer desires to complete further subdivision within these lands as approved in the Area Structure Plan however feels that the County should allow the continuation of the existing standards instead of changing to pavement and street lights in the new area. (See attached map). Clarity in the meaning of "new development" may aide in resolving this matter.

OPTION 1:

That the term "new development", as found in the Urban Development Standards Policy No. DEV001, be defined as any new subdivision application which is not a subsequent phase to a previously completed subdivision.

This option raises concerns as the intent of the Urban Development Standards Policy is to ensure that consistent development is maintained within the Hamlets. Changing the policy to allow the continuation of the existing standards will likely result in additional costs for the County in the future in increased demands from landowners for improvements such as pavement and street lighting.

Author: M. Krahn

Reviewed by:

CAO

;

That the term “new development”, as found in the Urban Development Standards Policy No. DEV001, be defined as any new subdivision application submitted to the County which is assigned a new subdivision file number for the year in which it was received.

N/A.

For discussion.

Author:

M. Krahn

Reviewed by: CAO

CAO

Marion Krahn

From: Peter F. Braun [peter@mackenziecounty.com]
Sent: Monday, October 04, 2010 10:08 PM
To: Marion Krahn
Subject: FW: pavement/street lighting in HCR

Marion can we get this added to the agenda for next council meeting? Thanks

Peter F. Braun
LaCrete, Ab.
Councilor
Mackenzie County
780-926-6238

From: tfgoertzen@email.com [mailto:tfgoertzen@email.com]
Sent: Monday, October 04, 2010 8:59 PM
To: john@mackenziecounty.com; ed@mackenziecounty.com; bill@mackenziecounty.com; peter@mackenziecounty.com; dicky@mackenziecounty.com
Subject: pavement/street lighting in HCR

Dear Gentlemen:

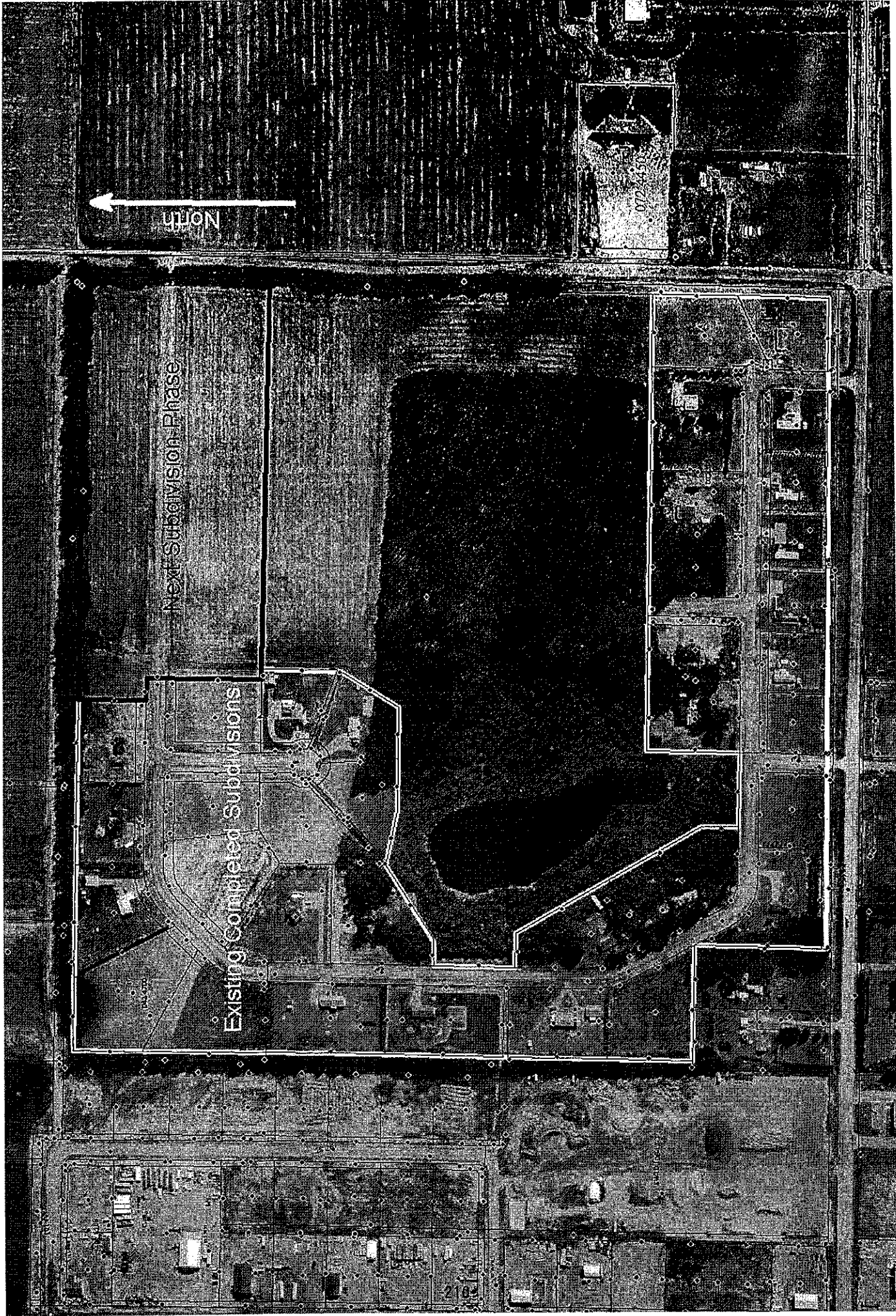
I know Marion Krahn brought this issue to council some time ago and there wasn't much support to take out the pavement and street lighting in HCR zone. She did not notify nor give me a chance to come and speak my voice on this issue. I strongly agree that pavement and lighting is the way to go, if it is already in a subdivision or you are connecting to a paved street, but to start paving/lighting at the end of a subdivision just doesn't make sense nor is it feasible.

I therefore ask for your support to take out the pavement/lighting for existing subdivisions that are just continuing another phase and leaving in for any new subdivisions. Would you support this idea? Where do you stand on this issue? Would love to hear from you by email, phone call [928-3053--926-9473] or over a coffee at your favorite coffee shop. Frank Goertzen

No virus found in this incoming message.

Checked by AVG - www.avg.com

Version: 9.0.862 / Virus Database: 271.1.1/3177 - Release Date: 10/04/10 12:35:00



North

Next Subdivision Phase

Existing Completed Subdivisions

072-451

2102

MACKENZIE COUNTY

TITLE	Urban Development Standards	POLICY NO.	DEV001
-------	-----------------------------	------------	--------

LEGISLATION REFERENCE	Municipal Government Act, Section 5
-----------------------	-------------------------------------

PURPOSE

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

POLICY STATEMENT

Mackenzie County 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. Mackenzie County 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, and
 - 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. Developers shall notify Mackenzie County 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 otherwise approved by the County Council and a local improvement bylaw has passed.
2. Where subdivisions include the installation of local improvements, the Developers Agreement shall include the following condition:

The Municipality may reimburse the Developer for the costs of the local improvements, as specified in Section __, subsection __ of this Agreement, if requested by the Developer prior to October 31 of the year before the project is to commence.

3. Upon an administrative review of a proposed subdivision plan, the over-sizing of roads and/or servicing lines may be requested by the County. In this situation, the County shall reimburse the Developer for the costs of the over-sizing.
4. County Administration shall bring over-sizing and/or local improvement requests to Council for review and approval during the annual budget deliberations.

URBAN DEVELOPMENT STANDARDS

The following chart indicates the minimum standards on new development.

Zoning	Curb & Gutter	Sidewalk	Under Ground Power	Street Lights (under ground power)	Street Lights (over head power)	Paved Roads (hot mix)	Storm Sewer Internal	Storm Sewer Trunk Main
MHP				√		√	√	County
MHS	√*	√*		√		√	√	County
HCR					√	√	√	County
All other Residential	√*	√*	√	√		√	√	County
Commercial	√*	√*	√	√		√	√	County
Industrial					√			County

Definitions

(√) – means the requirement

(*) – means Local Improvement

(County) – means Mackenzie County

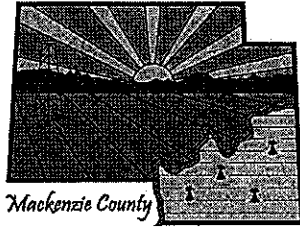
(Zoning) – As per the Land Use Bylaw

(Storm Sewer Trunk Main) – means storm sewer that benefits either present or future development areas as determined by the County

(Storm Sewer Internal) – means storm sewer that only benefits the subdivision within the Developers Agreement

(Storm Sewer Collection System) – may, include but is not limited to, ditches, ponds and underground piping

	Date	Resolution Number
Approved	18-Jun-02	02-460
Amended	13-Jan-04	04-009
Amended	23-Jun-04	04-510
Amended	10-May-05	05-255
Amended	13-Dec-05	05-674
Amended	26-Mar-09	09-03-227



MACKENZIE COUNTY

REQUEST FOR DECISION

Meeting: Regular Council Meeting

Meeting Date: October 13, 2010

Presented By: Marion Krahn, Acting Supervisor of Planning and Development

Title: Safety Codes Service Contract – Request for Proposals

BACKGROUND / PROPOSAL:

Mackenzie County's contract with an accredited agency for the provision of Safety Codes Permit administration expired February 28, 2009 and to date no written renewal or extension has been issued. The accredited agency continues to provide service under the terms and conditions of the expired contract. Continuing to operate without a contract or written extension agreement could be detrimental to the County and therefore, consideration should be given to researching all available options for this service with the intent to enter into a new contract.

OPTIONS & BENEFITS:

In the past, the only Safety Codes service provider willing to serve the County was Superior Safety Codes (SSC). At present, both SSC and the Inspections Group Inc. are willing to serve the area however both may request changes to the fee schedule bylaw and Quality Management Plan (QMP) prior to entering into a contract. The County's current QMP was adopted in 1999.

OPTION 1:

That Mackenzie County revise and approve the attached Request for Proposal to include compliance with the current County QMP (includes the Safety Codes Fee Schedule Bylaw 497/05) and thereafter, circulate the approved Request for Proposal to Alberta accredited Safety Codes agencies and enter into a contract with the successful bidder in accordance with the provisions of Section 11.0 and 12.0 of the Request for Proposal.

This option may result in decreased interest and/or proposals due to the current QMP and fee schedule. Both the current provider and the Inspections Group Inc. have

Author: M. Krahn **Review by:** _____ **CAO** _____

suggested changes to the fee schedule. The Inspections Group Inc. also indicated also indicated preference to the Uniform QMP.

This option requires amendment to the attached draft Request for Proposal (RFP) as it was drafted to reflect Option 2.

OPTION 2:

That Mackenzie County approve the attached Request for Proposal and circulate it to Alberta accredited Safety Codes agencies and enter into a contract with the successful bidder in accordance with the provisions of Section 11.0 and 12.0 of the Request for Proposal.

This option may result in increased fees for Safety Codes Permit administration and may require moving the tentative contract date further into the future to allow time for Council to consider any proposed QMP and safety codes fee schedule changes. The attached RFP includes a tentative contract start of January 1, 2011 and options for the bidders regarding the QMP and Safety Codes fee schedule.

OPTION 3:

That Mackenzie County request a one year time extension from the current Safety Codes service provider subject to the same terms and conditions of the expired contract.

This option would allow the County to enter into negotiations with the current Safety Codes service provider and allow more time to consider the QMP and Safety Codes fee schedule.

OTHER VARIABLES:

The Safety Codes service provider chosen by Mackenzie County may impact the Town of High Level and their options for obtaining a Safety Codes service provider. Due to the size of the Town and projected permit volume's, some accredited agencies may only submit an RFP to the Town if the option to serve the County is also possible. The RFP process may present the Town with options for their Safety Codes service provider.

COSTS & SOURCE OF FUNDING:

N/A.

Author: M. Krahn Review by: CAO

RECOMMENDED ACTION:

OPTION 2

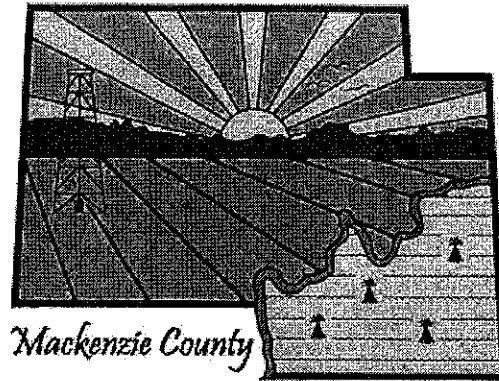
That Mackenzie County approve the attached Request for Proposal and circulate it to Alberta accredited Safety Codes agencies and enter into a contract with the successful bidder in accordance with the provisions of Section 11.0 and 12.0 of the Request for Proposal.

Author: M. Krahn **Review by:** CAO

(

(

(



Mackenzie County
4511-46 Avenue
Fort Vermilion Alberta T0H 1N0

REQUEST FOR PROPOSAL

Safety Codes Services
Building, Plumbing, Gas, Electrical and Private Sewage Disciplines

Proposal Closing Date and Time:
November 11th, 2010
14:00:00 Hours Local Time

October 13, 2010, MK

1.0 INVITATION TO SUBMIT PROPOSAL

Your organization is hereby invited to submit a proposal for the provision of Safety Codes Services in the Building, Electrical, Plumbing, Gas and Private Sewage disciplines to Mackenzie County, as detailed in this Request for Proposal.

Request for Proposal: Safety Codes Services

Description: Safety Codes Services in the Building, Electrical,
Plumbing, Gas and Private Sewage Disciplines

Date Issued: October 14th, 2010

Closing Date: November 11th, 2010

Closing Time: 14:00 hours (2:00 p.m.)

This Request for Proposal does not commit Mackenzie County to award a contract or pay any costs incurred in the preparation of a proposal, or attendance at any meetings with municipal staff relative to this proposal.

2.0 INSTRUCTION TO PROPONENTS

2.1 Inquiries

Refer all proposal inquiries to Marion Krahn, Acting Supervisor of Planning and Development, by facsimile at (780) 928-3636 or email at mkrahn@mackenziecounty.com. All written inquiries and the replies thereto will be copied to all proponents.

2.2 Proposal Return

Request for Proposal submissions shall be sealed and enclosed in envelopes or containers marked "**Request for Proposal – Safety Codes Services**" and addressed to:

Mackenzie County
9205-100 Street
La Crete Alberta T0H 2H0

Proposals must be received at any front reception desk of Mackenzie County by the closing time and date set forth in this document or they will not be accepted. Proposals received late will not be considered and be returned to the proponent unopened. Faxed proposals will not be accepted nor considered. Any proposals that are received via facsimile will be returned by mail to the proponent.

2.3 Proposal Copies

The Proponent shall provide 2 copies of the proposal.

3.0 PROPOSAL SUBMISSION INSTRUCTIONS

Proposal Format

Proponent's submission must be prepared in the same order this RFP has been prepared to allow the County to make direct comparisons between proponent's submissions.

3.1 Letter of Transmittal

A Letter of Transmittal or covering letter, dated and signed by an official authorized to negotiate, make commitments, and provide any clarifications with respect to the proposal on behalf of the vendor.

3.2 Executive Summary

An Executive Summary, touching on the pertinent points in the proposal you wish to highlight.

3.3 Corporate Profile

A brief corporate profile which will cover the organization's history, philosophy, office location, experience performing work in northern Alberta and proof that the organization is in good standing with the Safety Codes Council and the Worker's Compensation Board.

3.4 Response to Requirements

Proponents are required to detail their organization's ability to satisfy, at minimum, all aspects of the requirements as outlined in the "Scope of Work". Proponents are also required to review, in detail, Section 5 – Fee Schedule, to ensure that obligations and requirements required under this section are also met.

3.5 Project Team

Proponents must provide resumes for the Safety Codes Officers (SCO) who will be assigned to provide Safety Codes Services to the County. Resumes must include, for each SCO:

- their level of certification,
- background and training,
- years of experience, and
- experience in similar municipalities.

Proponent's bids must include any agencies or organizations to which work will be sub-contracted. If this is applicable, the same information that is required above will be required for the sub-contracting agency or organization's SCOs.

3.6 References

The Proponent shall include municipal references with their proposal package. References shall include the name of the municipality, a contact person complete with title, phone number and e-mail address. The references must reflect municipalities for whom similar Safety Codes services are being provided.

3.7 Certification

All proponents responding to the Request for Proposal are required to sign the certification under Section 13.

4.0 SCOPE OF WORK

4.1 Statement of Intent

Mackenzie County wishes to have an accredited agency to perform Safety Codes administration and inspections in the Building, Electrical, Plumbing, Gas and Private Sewage Disciplines.

To provide these services, the successful proponent will enter into a contract for a three year term.

4.2 Uniform Service Delivery Standard

The proponent's bid will be required to specify whether it is based on the existing County Quality Management Plan or the Uniform Quality Management Plan. The proponent must understand that any change to Quality Management Plan requires ratification by County Council.

The County's current Quality Management Plan is attached as Schedule "A".

4.3 Background

Mackenzie County is a specialized municipality of approximately 10,000 people and is located in the northwest portion of Alberta. With approximately 82,000 square kilometers under its jurisdiction, it is the largest municipality in the Province of Alberta. Mackenzie County contains diverse landscapes and equally diverse industries which include Oil and Gas, Agriculture and Forestry. Urban areas with the County's jurisdiction include Fort Vermilion, La Crete, and Zama City. The Town of High Level, The Town of Rainbow Lake and several Indian Reserves are located within the County boundaries however operate independently from the County.

Mackenzie County is a fully accredited municipality for all disciplines. Administration of all disciplines is currently shared between the County and an accredited agency. The building, electrical, plumbing, gas and private sewage inspections are currently being performed by an accredited agency. The contract with this agency expired in February of 2009. The County is operating under the terms and conditions of the contract and it is expected that the successful proponent will assume this function January 1, 2011.

The County has experienced a stable rate of permit issuance in the past three years. For the period of 2008-2009 the County has issued an annual average of: 108 building permits, 188 electrical permits, 163 gas permits, 103 plumbing permits and 36 private sewage permits. For the current year (2010), inclusive up to the month of September, the County has issued 165 building permits, 159 electrical permits, 103 gas permits, 119 plumbing permits and 59 private sewage permits.

Mackenzie County Development staff currently receives all permit applications, collects all permit fees and issues plumbing, gas and electrical permits. Building and private sewage permits are issued by the accredited agency. All permits are forwarded to the accredited agency, building and private sewage upon receipt and plumbing, gas and electrical after issuance by County staff.

Development and Building Permits are required, where applicable, prior to the issuance of Plumbing, Gas, Electrical and Private Sewage Permits.

4.4 Corporate Disclosure

Proponents should describe any legal proceedings that they have been or are currently involved in. The description should include the nature of the proceedings and the outcome, if known.

4.5 Liaison

The successful proponent will liaise with the County Development Department. The prime contacts will be the Acting Supervisor of Planning and Development.

4.6 Service Levels

Proponent's bids must explain, in detail, how the Safety Codes services will be provided in the County. This includes but is not limited to:

- a) The proponent's knowledge and understanding of the County and the Safety Codes services required by the County,
- b) The maximum timeline for site inspections upon receiving an inspection request,
- c) The anticipated procedure to receive inspection requests from County staff, contractors and the public,
- d) How the proponent will make Safety Codes Officers and other support staff available for consultation with ratepayers, contractors and other County departments who need assistance or information. A toll-free telephone number is required,
- e) How the proponent will provide services during peak demand periods or in the event of the suspension, termination or loss by some other means of one or more Safety Codes Officers providing service on a regular basis in the County, and
- f) How the proponent will undertake the quality monitoring and enforcement action if necessary. This should include reporting to the County of these actions and status of inspections for issued permits.

5.0 FEE SCHEDULE

The proponent's bid must include a proposed fee schedule for each discipline indicating the total permit fee while understanding that the proponent's portion of the fee will be 70% and the County's 30%. The proponent must understand that any revisions to the existing fee schedule and/or any replacing fee schedule will require adoption by County Council.

A copy of the current fee schedule is attached as part of Schedule "A".

6.0 FEES, OTHER CHARGES and PAYMENTS

6.1 Collection of Permit Fees

The County will collect all permit fees and Safety Codes Council fees and issue the Plumbing, Gas and Electrical permits. Copies of the approved permits will be forwarded to the Agency upon approval.

Plumbing, Gas, Electrical and Private Sewage Permits will be issued only after the required Development and Building Permits have been approved and issued.

6.2 Payment of Agency Fees

Proponent's bids must include a proposed payment schedule.

6.3 Other Charges

Proponent's bids must specify what additional charges may be incurred by the County for services over and above the contracted requirements.

7.0 TRAINING and ORIENTATION

7.1 Orientation with Development Department

The proponent's bid must include a proposal, at the proponent's cost, for the orientation and coordination development with County's Development Department for the permit process, inspection requests, support services and data management coordination.

7.2 Quality Management Plan Training

The proponent's bid must include a proposal for the training of the proponent's Safety Codes Officers and other organization employees with respect to the County's Quality Management Plan and the items identified in 7.1. The proposal shall include how the proponent will verify to the County that this training has been completed.

7.3 Safety Codes Officer Training

The proponent's bid must include, at the proponent's cost, a proposal for training to ensure that the proponent's Safety Codes Officers and other organization employees receive all professional development and educational upgrades necessary to maintain their certification and designation, receive necessary training in Standatas and other relevant bulletins as they are issued, and any other training or education the County deems necessary.

8.0 CONTRACT

8.1 Submission of Proposed Contract

The proponent's bid must include a draft contract reflecting the conditions of the Request for Proposal and any conditions the proponent deems necessary in addition to the requirements of this Request for Proposal. The contract must include a clause that provides for mutual discussions and resolutions between the two parties on any emergent issues impacting the agreement.

8.2 Term of Contract

The term of the contract is required to be three years, with an option for two single year extensions if mutually agreed upon by both parties.

8.3 Timeline

The contract must reflect a start date of services of January 1, 2011. Proponent's bids must also reflect this date on their submission's in respect to any other requirement in this Request for Proposal.

9.0 DATA MANAGEMENT

9.1 Data Management Records

The proponent must provide information regarding their proposed database of record for the management of information of Safety Codes services. The proponent's bids should reflect the organization's experience and anticipated procedure for entering permit and inspection data into this system.

10.0 SPECIAL PROVISIONS

10.1 Insurance

Proponents are required to submit with their proposal evidence of the following Insurance Coverage:

a) Comprehensive or Commercial General Liability in an amount of not less than five million dollars (\$5,000,000.00) inclusive per occurrence, and annual aggregate, if any, of not less than ten million dollars (\$10,000,000.00) insuring against bodily injury or damage to property of others (including loss of use thereof) and such policy shall include Cross Liability clause, Contractual Liability coverage.

b) All Risks Liability to include Valuable Paper and Records Insurance on all such items pertaining to the Services in an amount adequate to enable their reconstruction.

c) Errors and Omissions in an amount not less than two million dollars (\$2,000,000.00) per occurrence.

11.0 EVALUATION

Proposals will be evaluated in two stages. The first stage will consist of a review of all proposals to ensure that each proposal was received on time and that the proposal is compliant with all other submission requirements. Proposals found to be non-compliant will be returned and given no further consideration. The second stage will consist of an evaluation of the written proposal based on the award of a possible 100 points using the following criteria:

Proposal Format in accordance with RFP	5 points
Executive Summary	5 points
Inspection Response Time	10 points
Data Management	10 points
Training and Orientation	5 points
Proposed Safety Codes Officers	20 points
Compliance Monitoring	10 points
Fees	25 points
References	10 points
	<u>100 points</u>

12.0 APPROVAL PROCESS

Administration will review and evaluate the proposals. A letter of acceptance will be sent to the successful proponent.

13.0 CERTIFICATION

CERTIFICATION (Failure to complete, sign and submit this certification with the proposal package will disqualify the submitted proposal)

We _____
(Legal Company Name)

Of _____
(Business Address)

(Telephone Number)

(Facsimile Number)

Having examined and read the quotation documents for Request for Proposal – Safety Codes Services as issued by Mackenzie County, do hereby bid and agree to provide the services in accordance with the proposal/Request for Proposal documents, and do hereby agree to accept the terms and conditions set out in this Request for Proposal.

Executed this _____ day of _____, 2010

(Signature of authorized representative)

SEAL

(Name and status of authorized representative)

The personal information provided by you is being collected under the authority of the Municipal Government Act and will be used for the purposes under that Act. The personal information that you provide may be made public, subject to the provisions of the Freedom of Information and Protection of Privacy Act.

Schedule A

Current County Quality Management Plan, includes

Current Fee Schedule (Bylaw 497/05)

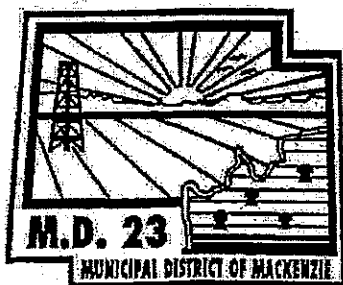
Schedule "A"

99-61-04

The Municipal District of Mackenzie No. 23
Quality Management Plan
Building Discipline

COPY

Quality Management Plan - Building



MUNICIPAL DISTRICT OF MACKENZIE No. 23
P.O. BOX 640
FORT VERMILION, ALBERTA
T0H 1N0

First Edition
99-01-04

QUALITY MANAGEMENT PLAN

This Quality Management Plan of the **Municipal District of Mackenzie No. 23** in the Building Discipline has been accepted the Safety Codes Council's Administrator of Accreditation.

Signature:

K. Hillary
Administrator of Accreditation

Date:

February 19, 1999

Municipal District of Mackenzie No. 23
Quality Management Plan
Building Discipline

TABLE OF CONTENTS

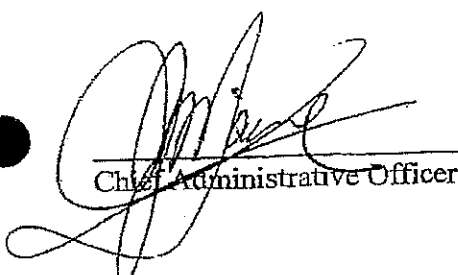
SECTION	TITLE	PAGE
	Scope and forward	4
1	Management Policy on adherence to the QMP	5
2	Organization Chart	6
3	Provisions for Safety Codes Officers	7
4	Policy for Personnel Training	8
5	QMP Implementation Training	9
6	Policies and Procedures Related to Compliance Monitoring	10
7	Compliance Monitoring through Accredited Agencies	19
8	Records Retention, Retrieval and Disposition	20
9	Program Review	20
10	Revision Control System	21
11	Non-conformance and Corrective Actions	22
Appendix "A"	Permit Documentation	23

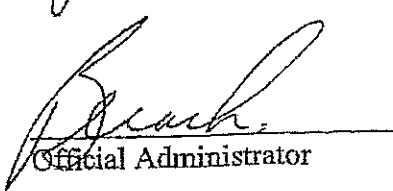
SCOPE AND FORWARD

This is the Quality Management Plan of the Municipal District of Mackenzie No. 23 (hereinafter referred to as the Municipality).

The Municipality will administer the portions of the Safety Codes Act and its regulations pertaining to the building discipline including compliance monitoring as described in this Quality Management Plan.

In accordance with Council Resolution No. 98-379 the parties below have signed on behalf of the Council of the Municipal District of Mackenzie No. 23 on the 8th day of January, 1999 AD.



Chief Administrative Officer

Official Administrator

Municipal District of Mackenzie No. 23
Quality Management Plan
Building Discipline

Section 1

MANAGEMENT POLICY ON ADHERENCE TO
THE QUALITY MANAGEMENT PLAN

The Reeve, Council, Chief Administrative Officer, staff and any other officers of the Municipality, including Accredited Agencies, shall respect and comply with the policies and procedures covered in this Quality Management Plan.

The Chief Administrative Officer will be responsible for the effectiveness of and compliance with this Quality Management Plan (QMP).

It is recognized that the Safety Codes Council or a person representing it will ensure adherence to this plan. The Chief Administrative Officer, any other officers and staff of the Municipality, will give full cooperation to the Safety Codes Council or his representative including the conduct of audits.

The Chief Administrative Officer will ensure that the recommendations of the auditor will be implemented. The Chief Administrative Officer may consult with the Safety Codes Council for a revision or deletion of a recommendation if in the opinion the recommendation is not for the betterment of this plan.

The Municipality, including the Chief Administrative Officer, all officers and staff recognize that failure to follow this QMP may result in suspension or cancellation of this Municipality's accreditation by the Safety Codes Council.

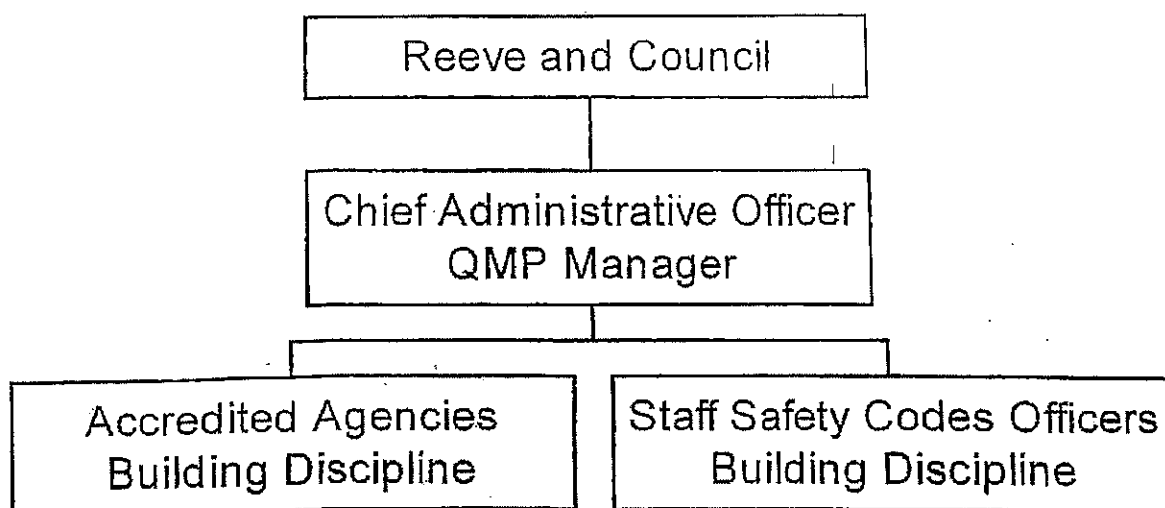
It is the policy of this Municipality to ensure that all Safety Codes Officers employed, either directly or by contract, will be allowed to make decisions independently without undue influence of management, administrators and politicians or elected officials.

It is understood by the Reeve, Council, Chief Administrative Officer, any other officers and staff of this Municipality that Safety Codes Officers working under this QMP will not be interfered with, or unduly influenced, in their administration of the Municipality's safety system.

Section 2

ORGANIZATION CHART

ORGANIZATION CHART



Section 3

PROVISION OF SAFETY CODES OFFICERS

It will be the policy of this Municipality to employ Safety Codes Officers to meet the obligation the Municipality's stated responsibilities under the Safety Codes Act.

Where special expertise or workload dictates, the services of Accredited Agencies will be used to meet the Municipality's responsibilities. It will not be accepted for Accredited Agencies to be contracted directly by owners.

Only Safety Codes Officers with designated powers appropriate to the Building Discipline will be engaged by the Municipality to monitor compliance.

An up-to-date file of information on the Safety Codes Officers presently employed by the Municipality will be maintained by the Municipality and made available to the Safety Codes Council or their representatives.

Section 4

POLICY FOR PERSONNEL TRAINING

The Municipality will ensure that the Safety Codes Officers employed directly by the Municipality will attend any updating seminars that are offered and reasonably required to maintain on Officer's competency respecting:

1. Changes in the Safety Codes Act,
2. Changes in the Regulations under the Safety Codes Act,
3. Changes in Codes and Standards mandated by the Safety Codes Act,
4. Changes in procedures under the Safety Codes Act,
5. Changes in the Safety Codes Council Policies and Directives,
6. Changes in Administrators directives, and
7. Changes in assigned duties.

It is the policy of this Municipality to ensure that the Safety Codes Officers employed by the Municipality know the Quality Management Plan before the Officers undertake their duties. This training will be provided by the Municipality. Any Accredited Agency contracted by the Municipality will be responsible for the above training for the Safety Codes Officer in their employment.

Section 5

QUALITY MANAGEMENT PLAN IMPLEMENTATION TRAINING

The Municipality will ensure that the Safety Codes Officers and staff which are involved in the implementation of this Quality Management Plan are familiar with the plan and will follow its laid out procedures. This training will be provided by the Municipality.

When the Municipality utilizes an Accredited Agency, the Agency will be responsible to train its Safety Codes Officers and staff who will be involved in the implementation of the plan. The Accredited Agency shall ensure that the staff involved are familiar with the plan and that the procedures laid out in this plan are followed.

Section 6

POLICIES AND PROCEDURES RELATED TO COMPLIANCE MONITORING

The Municipality will ensure that compliance monitoring is performed in strict conformance with the appropriate codes and standards under the Safety Codes Act and its Regulations.

Where Accredited Agencies are retained to perform the compliance monitoring, the Accredited Agency will be provided with a copy of this QMP.

The compliance monitoring will consist of:

1. A review of construction documents prior to the issuance of a building permit. A plan examination report will be issued with the building permit as a result of the construction document review. The conducting of a plan examination does not imply that a building permit will be issued. A plan examination report may not be issued for simple structures such as decks or garages, but may be general requirements for such projects as single family dwellings.
2. Review of construction. A minimum of one on-site inspection will be performed on buildings of basic design that are under the scope of Part 9 of the Alberta Building Code. An example of such a structure would be a detached garage. Buildings of a greater complexity, such as a single family dwelling or buildings under the scope of Part 3 of the Alberta Building Code, will be inspected a minimum of two times.

Submissions of photographs or other evidence by the owner or contractor indicating compliance of construction and/or corrected infractions may be accepted.

Non-compliance and corrective actions taken to rectify the infractions will be recorded by the Municipality as per the attached reporting format. A copy of the inspection report will be left on site for the contractor and the Municipality shall keep a copy on file. Where the property owner is also the applicant of the Development Permit or Building Permit, a copy of the inspection report will be forwarded to such owner.

Review of construction will be performed as outlined in the following tables.

Municipal District of Mackenzie No. 23
Quality Management Plan
Building Discipline

POLICIES AND PROCEDURES RELATED
TO COMPLIANCE MONITORING



BUILDING INSPECTION REPORT

Box 640, Fort Vermilion, Alberta, T0H 1N0
Phone (403) - 928-3983 Fax (403) - 928-3636

Accreditation No. 000000000

Permit #: _____ Date: _____ Time: _____ Report #: _____

Owners Name: _____

Contractor Name: _____

Address: _____

Address: _____

Postal Code: _____

Postal Code: _____

Phone #: _____ Fax #: _____

Phone #: _____ Fax #: _____

Project Address: _____ High Level, Alberta

Project Location: LOT _____ BLOCK _____ PLAN _____, or _____ 1/4-SEC _____ TWP _____ RGE _____ W5M

Stage of Inspection _____ Project Description: _____

Item No.	ITEMS TO BE CORRECTED OR CLARIFIED	Reference No.

All items of Inspection Report # _____ have been corrected or clarified.

Re-inspection is required for item number(s) _____

No further inspection is required.

An Occupancy Permit is required for all buildings prior to occupancy.

Note: The owner is responsible to ensure all electrical, plumbing and gas permits and inspections are obtained.

Safety Codes Officer Name: _____

S.C.O. Signature: _____

Designation Number: _____

Distribution: White - Owner Pink - Site Copy Yellow - Project File Goldenrod - Land File

POLICIES AND PROCEDURES RELATED
TO COMPLIANCE MONITORING

PLAN EXAMINATION REPORT

Date:

Name:

Project Description:

Address:

Legal Description: Lot __, Block __, Plan __, or __ ¼ Sec. __ Twp. __ Rge. __ W __ M.

Building Permit No: BP-00-00

Plans submitted for the above noted project have been examined for compliance with the requirements of the Alberta Building Code 1997.

The Municipal District of Mackenzie No. 23 surmises that:

1. all work and materials will comply with the requirements of the Alberta Building Code 1997,
2. all requirements of the plumbing, gas, electrical and other disciplines where appropriate will be met, and
3. a set of examined drawings and copies of all examination reports will be available on the job site (see article 1.5.2.4.).

Based on the following:

Classification: Group __

Building Area:

Building Height: __ storey(s)

Building Facing: __ street/avenue

ABC Article applying:

As a result of the Municipal District of Mackenzie No. 23's review, below is noted a number of code references and a brief comment where the drawings appear to deviate from the requirements of the code or are unclear.

1.

It is required that you respond to the above noted items by __, __. Inspections are required at the completion of framing and final stages before occupancy. Please be advised that occupancy is not permitted unless an Occupancy Permit has been issued by the Municipal District of Mackenzie No. 23. If you have any questions, please do not hesitate to contact the undersigned.

Sincerely,

Safety Codes Officer

Designation # _____

**POLICIES AND PROCEDURES RELATED
TO COMPLIANCE MONITORING**

Order Format. All orders will be reviewed by the Chief Administrative Officer prior to issuance. Other formats may be used and additional information added; however, the information on the example below will be on all formats used.

**POLICIES AND PROCEDURES RELATED
TO COMPLIANCE MONITORING**



ORDER TO COMPLY

Name: _____
Title: _____
Address: _____

Date: _____

Having inspected the premises noted below on _____, and pursuant to Section 45(1)(a) of the Safety Codes Act, Chapter S-0.5 RSA 1994 and said premises being in contravention of _____ of the Alberta Building Code (copy attached as Appendix "A" of this order), you are hereby ordered to:

at _____ and known legally as:
Lot(s) _____, Block _____, Plan _____ or _____ 1/4 Sec. _____ Twp. _____ Rge. _____ W _____ M,
in the Municipal District of Mackenzie No. 23 in the Province of Alberta.

Signature: _____ Name: _____
Safety Codes Officer, Building Discipline Designation Number: _____
Employed by the Municipal District of Mackenzie No. 23

The person(s) who have been served this Order may request an Administrator review the order to ensure the Order is:
(a) proper, practical, and reasonable,
(b) contains correct references and typographical errors, and
(c) corrects or satisfies concerns about safety
within 21 days of the issuance of the Order.

A person on whom this Order is issued may, if the person objects to the contents of the Order, appeal the Order to the Safety Codes Council in conformance with the bylaws of the Council, within 30 days of the date the Order was served on the person.

A stay of this Order, pending appeal or review, may be requested by applying in writing to the Council.

Request for a Review, an Appeal or a Stay should be made to:
Coordinator of Appeals, Room 602, 10808 - 99th Ave., Edmonton, Alberta T5K 0G5
Telephone # 403-413-0099 or 1-888-413-0099 Fax # 403-424-5134 or 1-888-424-5134

Request for an appeal hearing is to be accompanied by a cheque or money order in the sum of \$500 made payable to the Safety Codes Council.

Non-compliance with the instruction of this Order is an offence under the Safety Codes Act.

**POLICIES AND PROCEDURES RELATED
 TO COMPLIANCE MONITORING**

PART 9: HOUSING AND SMALL BUILDINGS
 Review of Construction Documents

Type of Project	Major Occupancy	Review for Compliance With
Single and Two Family Dwellings	C	Part 1: Definitions and Administration Part 2: General Requirements Part 7: Plumbing Services and Health Part 8: Safety Measures Part 9: Housing and Small Buildings Part 11: Exterior Acoustic Insulation
Multi-family Dwellings (Townhouses, Small Apartments)	C	Requirements for single and two family dwellings Part 3: 3.7 Barrier-Free Design Part 4: Structural Design * design loads and procedures * requirements for materials * requirements for special structures
Business and Personal Services Mercantile	D E	Part 6: HVAC Part 8: Safety Measures Part 7: Plumbing Services and Health Part 10: Relocatable Industrial Accommodation
Medium and Low Hazard Industrial	F2, F3	
Residential Improvements Garages, Decks, Basements Renovations Retaining Wall, Miscellaneous	C	Parts 1, 2 and 9
Interior Partitioning Business and Personal Services Mercantile Medium and Low Hazard Industrial	D E F2, F3	Parts 1, 2, 3(3.7), 6, 7 and 9

POLICIES AND PROCEDURES RELATED TO COMPLIANCE MONITORING

PART 9: HOUSING AND SMALL BUILDINGS

Review of Compliance during Construction

Type of Project	Major Occupancy	Items Requiring Assurance of Compliance
Single and Two Family Dwellings	C	<ul style="list-style-type: none"> - Foundation prior to backfill - HVAC rough-in, underground portion - Framing/fireplace prior to installation of insulation and vapor barrier - HVAC rough-in, above ground portion - Final before occupancy, building and HVAC
Multi-family Residential (Townhouses, Small Apartments)	C	<ul style="list-style-type: none"> - Foundation prior to backfill - HVAC rough-in, underground portion - HVAC rough-in, above ground portion - Framing/fireplace prior to installation of insulation and vapor barrier - Final before occupancy, building and HVAC
Residential Improvements Garages, decks, basement renovations, retaining walls, miscellaneous.	C	<ul style="list-style-type: none"> - Prior to occupancy or use
Business & Personal Services Mercantile Medium and Low Hazard Industrial	D E F2, F3	<ul style="list-style-type: none"> - Initial - Foundation prior to backfill - HVAC rough-in, underground portion - HVAC rough-in, above ground portion - Framing, structure - Final before occupancy, building and HVAC
Interior Partitioning Business and Personal Services Mercantile Medium and Low Hazard Industrial	D E F2, F3	<ul style="list-style-type: none"> - Partitioning - Final before occupancy

Note: Inspections of identified Code infractions, inspections for other violations (work without a permit), complaint inspecting, inspections required in enforcement (serving of Orders, collecting evidence, verifying compliance, etc.) are not shown in the above table.

HVAC Inspection: Depending on the nature of installation, heating, ventilating and air conditioning inspections shown in the above table are forced air, sheet metal, hydronic heating, refrigeration, air conditioning or automatic fire extinguishing system (sprinklers) inspections.

**POLICIES AND PROCEDURES RELATED
 TO COMPLIANCE MONITORING**

PART 3: USE AND OCCUPANCY
 Review of Construction Documents

Type of Project	Major Occupancy	Review for Compliance With
<u>Non-residential New Buildings</u> Assembly Institutional Business and Personal Services Mercantile Industrial	A B D E F1 F2 F3	<u>Low and High-rise Buildings</u> Part 1: Definitions and Administration Part 2: General Requirements Part 3: Use and Occupancy Part 4: Structural Design -design loads and procedures; -requirements for materials; -requirements for special structures.
<u>Multi-family Residential New Buildings</u>	C	Part 5: Wind, Water and Vapor Protection Part 6: Heating, Ventilating and Air Conditioning Part 7: Plumbing Services and Health Part 8: Safety Measures Part 11: Exterior Acoustic Insulation Canadian Energy Code
<u>Interior Partitioning</u> Assembly Institutional Business and Personal Services Mercantile High, Medium and Low Hazard Industrial	A B D E F1, F2, F3	Parts 1, 2, 3, 6 and 7

POLICIES AND PROCEDURES RELATED TO COMPLIANCE MONITORING

PART 3: USE AND OCCUPANCY Review of Compliance during Construction

Type of Project	Major Occupancy	Review for Compliance With
<u>New Buildings</u>		
Assembly	A	-Initial
Institutional	B	-Foundation
Multi-family Residential	C	-HVAC rough-in, above and underground portion
Business	D	-Framing, structure
Mercantile	E	-Partitioning
Industrial	F1,F2,F3	-Final before occupancy
<u>Interior Partitioning</u>		
Assembly	A	
Institutional	B	-Partitioning
Business and Personal Services	D	-Final before occupancy
Mercantile	E	
High, Medium and Low Hazard Industrial	F1,F2,F3	

Note: Inspections of identified Code infractions, inspections for other violations (work without a permit), complaint inspecting, inspections required in enforcement (serving of Orders, collecting evidence, verifying compliance, etc.) are not shown in the above table.

HVAC Inspection: Depending on the nature of installation, heating, ventilating and air conditioning inspections shown in the table above are forced air, sheet metal, hydronic heating system, refrigeration, air conditioning or automatic fire extinguishing system (sprinklers) inspections.

PROJECT DOCUMENTATION

Each project shall be documented on a master sheet as shown in "Appendix A" and have it's own individual file while the project is active. The project file will include a copy of the permit, plan examination report, construction documents and inspection reports. Upon the completion of the project and the issuance of an Occupancy Permit, the contents of the project file will be transferred to the Municipal Land File. Project construction documents (eg. drawings) will be placed in the Municipal Archive Room.

Section 7

**COMPLIANCE MONITORING
THROUGH ACCREDITED AGENCIES**

The Accredited Agencies retained will be provided with a copy this Quality Management Plan and will be expected to perform compliance monitoring in strict conformance with the plan.

Review of construction documents.

The Accredited Agency will carry out plan examinations to determine whether or not the construction documents comply with the Safety Codes Act and regulations made pursuant to the Act.

The Accredited Agency will be provided with two sets of drawings that will be returned to the Municipality along with the plan examination report. The report shall be in accordance to the Agencies Quality Management Plan. All reviewed drawings shall be stamped, dated and signed by the Agencies Safety Codes Officer.

Review of construction.

The Accredited Agency will carry out construction review to determine whether or not the construction complies with the appropriate codes and standards. The minimum construction review frequency shall be in accordance with this Quality Management Plan.

Contracts with Agencies.

Contracts with Accredited Agencies performing the work will be kept on file for audit by the Safety Codes Council or its agent. All activities undertaken by the Agency(s) will be in conformance with Section 6 and reported to the Municipality.

Section 8

RECORDS RETENTION, RETRIEVAL AND DISPOSITION

It is the policy of the Municipality to retain the permit and reports of every project, including those where Accredited Agencies were involved, for a minimum of 12 years in the Municipal Land Files. All building plans will be retained a minimum of 12 years in the Municipal Archives. Project documentation for essential services such as schools and hospitals shall be retained indefinitely.

Once a file and associated drawings are stored, they can be retrieved within 2 working days of notice.

Section 9

PROGRAM REVIEW

This Quality Management Plan and all related records will be available at all times for review by the Safety Codes Council or its agents.

The internal review of this program will be conducted by the person responsible for this Quality Management Plan. The review will be carried out on an annual basis and any non-conforming items will be notified to the respective personnel and a record of these items will be kept on file (see Section 11).

Municipal District of Mackenzie No. 23
 Quality Management Plan
 Building Discipline

Section 10

REVISION CONTROL SYSTEM

Revisions to the Quality Management Plan will only be implemented after they have been approved by the Safety Codes Council and the Chief Administrative Officer of the Municipal District of Mackenzie No. 23. The revisions, once approved, will be immediately distributed to the respective Safety Codes Officer(s) and all holders of this plan.

Edition No.	Revision No.	Date	Description of Revision	Initial

HOLDER	COPY #	DATE ISSUED	ISSUE OF REVISIONS			
			REVISION #	DATE ISSUED	REVISION #	DATE ISSUED
Reeve						
Councillor						
Councillor						
Councillor						
Councillor						
Councillor						
Councillor						
Councillor						
Councillor						
C.A.O.						
S.C.O						
Agency						

Section 11

NON-CONFORMANCE AND CORRECTIVE ACTIONS

Should there be any non-conforming items to the Quality Management Plan after an internal or external audit, the Chief Administrative Officer will inform the respective personnel of the non-conforming items and will keep a record of the action taken in the following format.

AUDIT DATE	AUDITOR	NON- CONFORMING ITEMS	CORRECTIVE ACTIONS	CORRECTION DATE

[illegible]

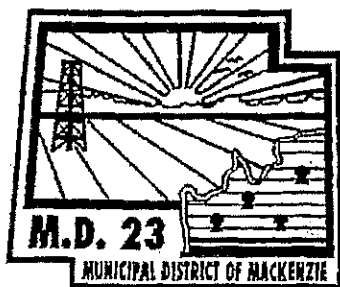
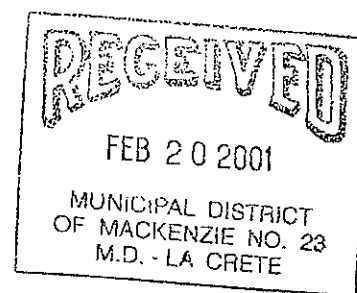
The above type of record shall be kept to track each project.

99-61-04

The Municipal District of Mackenzie No. 23
Quality Management Plan
Electrical Discipline

COPY

Quality Management Plan - Electrical



MUNICIPAL DISTRICT OF MACKENZIE No. 23
P.O. BOX 640
FORT VERMILION, ALBERTA
T0H 1N0

First Edition
99-01-04

The Municipal District of Mackenzie No. 23
Quality Management Plan
Electrical Discipline

QUALITY MANAGEMENT PLAN

This Quality Management Plan of the Municipal District of Mackenzie No. 23 in the Electrical Discipline, has been accepted by the Administrator of Accreditation.

Signature:



(Administrator of Accreditation)

Date:

February 19, 1999

The Municipal District of Mackenzie No. 23
Quality Management Plan
Electrical Discipline

TABLE OF CONTENTS

SECTION	TITLE	PAGE
	Scope and forward	4
1	Management Policy on adherence to the QMP	5
2	Organization Chart	6
3	Provisions for Safety Codes Officers	7
4	Policy for Personnel Training	8
5	QMP Implementation Training	9
6	Policies and Procedures Related to Compliance Monitoring	10
7	Compliance Monitoring through Accredited Agencies	13
8	Documentation	14
9	Records Retention, Retrieval and Disposition	15
10	Program Review	15
11	Revision Control System	16
12	Non-conformance and Corrective Actions	17
Appendix "A"	Electrical Permit Application	18
Appendix "B"	Electrical Permit	19
Appendix "C"	Sample Inspection Report	20
Appendix "D"	Order Format	21

The Municipal District of Mackenzie No. 23
Quality Management Plan
Electrical Discipline

SCOPE/FORWARD

This is the Quality Management Plan of the Municipal District of Mackenzie No. 23 (hereinafter referred to as the Municipality).

The Municipality will administer the portions of the Safety Codes Act and its regulations pertaining to the electrical discipline including; compliance monitoring under the Canadian Electrical Code and the investigation of electrical accidents; as described in this Quality Management Plan.

In accordance with Council Resolution # 98-379 the parties below have signed on behalf of the Council of the Municipal District of Mackenzie No. 23 on the 8th day of JANUARY, 1999 AD.



Chief Administrative Officer



Official Administrator

Section 1

MANAGEMENT POLICY ON ADHERENCE TO QUALITY MANAGEMENT PLAN

The Reeve, Council, Chief Administrative Officer, staff and any other officers of the Municipality including contracted Accredited Agencies shall respect and comply with the policies and procedures covered in this Quality Management Plan.

The Chief Administrative Officer will be responsible for the effectiveness of and compliance with this QMP.

It is recognized that the Safety Codes Council or a person representing it will ensure adherence to this plan. The Chief Administrative Officer, any other officers and the staff of the Municipality will give full cooperation to the Safety Codes Council or his representative including the conduct of audits.

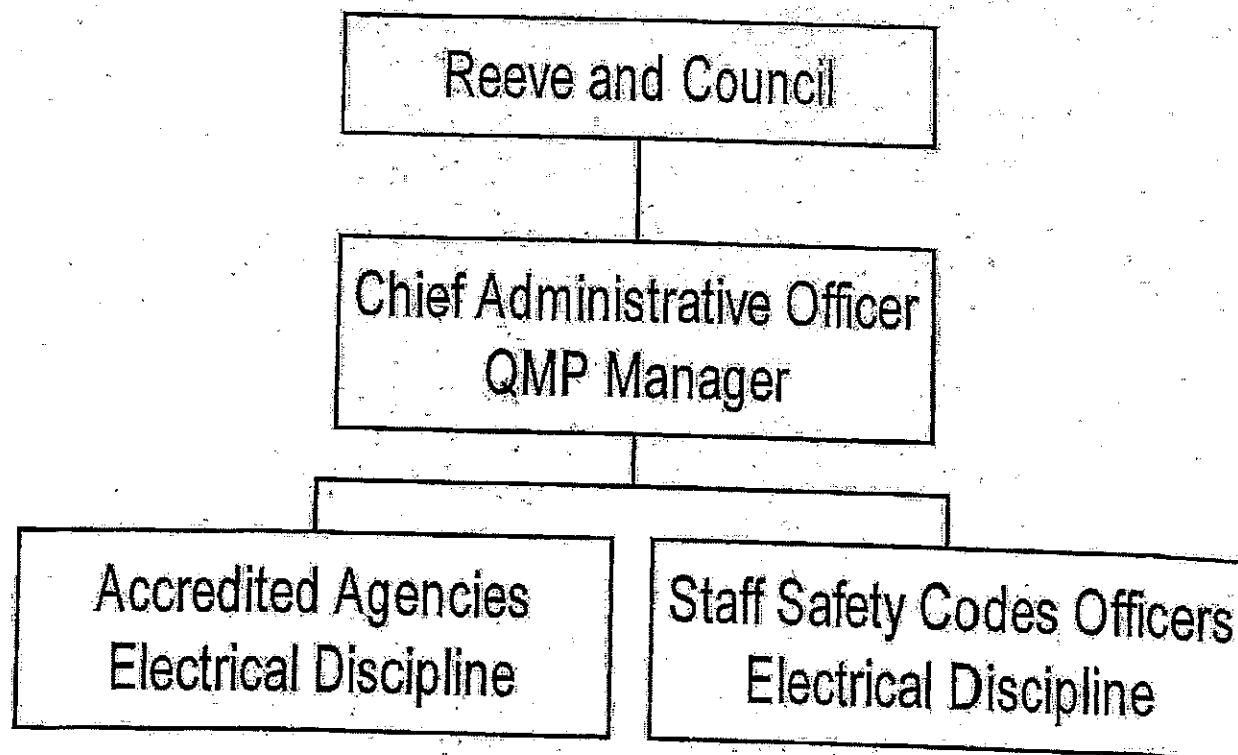
The Chief Administrative Officer will ensure that the recommendations of the auditor will be implemented. The Chief Administrative Officer may consult with the Safety Codes Council for a revision or deletion of a recommendation if in the opinion the recommendation is not for the betterment of this plan.

The Municipality, including the Chief Administrative Officer, all officers and staff recognize that failure to follow this QMP may result in suspension or cancellation of this Municipality's accreditation by the Safety Codes Council.

It is also understood by the Reeve, Council, Chief Administrative Officer, any other officers and staff of this Municipality that Safety Codes Officers working under this Quality Management Plan will not be interfered with, or unduly influenced, in their administration of the Municipality's safety system.

Section 2

ORGANIZATION CHART



Section 3

PROVISION OF SAFETY CODES OFFICERS

It will be the policy of the Municipality to engage contracted Accredited Agencies to meet the obligation of the Municipality's stated responsibilities under the Safety Codes Act.

As required or where special expertise or workload dictates, the services of contracted Accredited Agencies will be used to meet the Municipality's responsibilities.

Only Safety Codes Officers with designated appropriate powers in the Electrical Discipline to monitor the compliance will be engaged by the Municipality and the Accredited Agency.

An up-to-date file of information on all Safety Codes Officers presently employed by the contracted Accredited Agency will be maintained by the Agency and made available to the Safety Codes Council and the Municipality.

The contracted Accredited Agency will employ sufficient numbers of Safety Codes Officers to properly respond to the work load.

The contracted Accredited Agencies shall not assign duties under this plan for which there is no demonstrated experience until that experience is gained to the satisfaction of the employer.

Section 4

POLICY FOR PERSONNEL TRAINING

The Municipality will ensure that the Safety Codes Officers employed directly by the Municipality will attend any updating seminars that are offered and reasonably required to maintain an Officer's competency respecting:

- changes in the Safety Codes Act,
- changes in regulations under the Act,
- changes in codes and standards mandated by the Act,
- changes in procedures under the Act,
- changes in Safety Codes Council policies and directives,
- changes in Administrators directives, and
- changes in assigned duties.

It is the policy of this Municipality to ensure that the Safety Codes Officers employed by the Municipality know the Quality Management Plan before the officers undertake their duties. This training will be provided by the Municipality. Any Accredited Agency contracted by the Municipality will be responsible for the above training for the Safety Codes Officer in their employment.

Section 5

QUALITY MANAGEMENT PLAN IMPLEMENTATION TRAINING

The Municipality will ensure that the Safety Codes Officers and staff which are involved in the implementation of this Quality Management Plan are familiar with this plan and will strictly follow its laid out procedures.

This training will be provided by the Municipality for direct employees and by the Agency, when utilized, for it's employees before the officers undertake their duties.

Section 6

POLICIES AND PROCEDURES RELATED TO COMPLIANCE MONITORING

The Municipality will ensure that compliance monitoring is performed in conformance with the Canadian Electrical Code and other issued standards under the authority of the Safety Codes Act and its Regulations.

Where Accredited Agencies are retained to perform the compliance monitoring, the Accredited Agencies will be provided with a copy of this QMP.

The compliance monitoring will consist of:

- Issuance of permits for all electrical work in accordance with the "Safety Codes Act - Permit Regulation". Permits may be issued by a designated Permit Issuer or Safety Codes Officer.
- Review of construction documents, for information purposes only, if required by the Safety Codes Officer.
- Inspection of all construction/installations, under permit, as per Page 10 and 11.
- Issuance of variances by Safety Codes Officers, for instances where the Safety Codes Officer has determined that alternate methods will provide equal or greater levels of safety, in accordance with the "Safety Codes Act" and the "Administrative Items Regulation". Copies of all variances will immediately be filed with the QMP Manager and the Electrical Technical Administrator.
- Investigations by Safety Codes Officers of written complaints, unsafe conditions and electrical accidents as outlined in the "Safety Codes Act" and the "Administrative Items Regulation".
- Assisting Safety Codes Officers in the Fire Discipline with the investigation of fires suspected to be of electrical origin, in accordance with the "Safety Codes Act" and the "Administrative Items Regulation".
- Conducting re-inspections, and issuance of letters of correction, variances and orders, as deemed necessary to gain compliance, in accordance with the Safety Codes Act and its regulations. Copies of any variances and orders issued will be filed with the QMP Manager and the Electrical Technical Administrator.

The permit program, including the issuance of permits, will be the responsibility of the Municipality but may be administered by an accredited agency as per the Agency's contract with the Municipality.

Section 6

POLICIES AND PROCEDURES RELATED TO COMPLIANCE MONITORING (Con't)

The Municipality or an Accredited Agency, as part of its compliance monitoring activities, will file at the Municipality's offices one copy of each of; permit applications, permits issued, plans reviewed, plan examination reports, all pertinent correspondence and notes, installation review reports, re-inspection reports, unsafe condition reports, complaint reviews, variances, orders and investigation reports.

Non-compliance and the corrective actions taken to rectify the infractions will be recorded by the Municipality as per the attached reporting formats.

Inspection of: identified unsafe conditions, other violations, non-permitted work, resulting from written complaints or those required in enforcement (service of orders, evidence collection, compliance verification) will be conducted as required to ensure compliance with the Act and Regulations. An affidavit from a professional engineer or qualified master electrician may be deemed acceptable as supplemental to, but not in place of, any required compliance monitoring. It will be left to the discretion of the Safety Codes Officer to initiate additional reviews of construction as required or to combine any number of required inspections. Reviews for compliance will not be required for maintenance work where appliances, fixtures or equipment are replaced with identical or equivalent items.

Section 6

POLICIES AND PROCEDURES RELATED TO COMPLIANCE MONITORING (Con't)

All projects will be inspected as per the following schedule.

Schedule for Required Review of Construction/Installation

Types of Project	Review for Compliance Assurance at
- Single & Two Family Dwellings	- Rough In Wiring Stage - Final after fixture installation and prior to occupancy
- Assembly & Institutional - Multi-family Dwellings Townhouses, Apartments - Business & Personal Services, Mercantile, Industrial	- Rough In Wiring - Final upon completion
- Homeowner Renovations, Garages, etc.	- Rough In Wiring - Final upon completion
- Minor renovations by Contractors	- Rough In Wiring

Where any installation is outside the expertise or experience of Safety Codes Officers on staff, Accredited Agencies will be engaged. A minimum of one site inspection per project will be conducted. Other forms of compliance monitoring acceptable to the Safety Codes Officer such as but not limited to affidavits of compliance from a professional engineer or master electrician involved in the project may be used to assure compliance at the stages of construction not seen in a site inspection.

The review of construction drawings will be for information purposes only if required by a Safety Codes Officer.

Section 7

COMPLIANCE MONITORING THROUGH ACCREDITED AGENCIES

Any Accredited Agencies retained will be provided with a copy of this QMP and the Agencies are expected to perform compliance monitoring in strict conformance with this QMP.

Review of Drawings

The Agency may carry out plans examination at the discretion of the Safety Codes Officer.

Review of Construction/Installation

The Agency will carry out construction/installation review to determine whether or not the construction complies with the appropriate codes and standards.

The minimum construction review frequency shall be in accordance with this QMP.

Contracts with Agencies

Contracts with Agencies performing the work will be kept on file for audit by the Safety Codes Council or its agent.

All activities, including reporting, undertaken by the Agency(s) to the Municipality will be in conformance with Section 6.

The Municipal District of Mackenzie No. 23
Quality Management Plan
Electrical Discipline

Section 8

DOCUMENTATION

The following type of record shall be kept to track each project.

File No.	Project Description, Address	Plans Examination		Construction Review		Remarks/ Follow-up	S Value of Construction or Permit
		Date	S.C.O. Initials	Date	S.C.O. Initials		
PJD 420	Administration Quarters	Jan 4/94	JJ	May 15/94 Aug 10/94	RDK RDK	File Closed	

Section 9

RECORDS RETENTION, RETRIEVAL AND DISPOSITION

It is the policy of the Municipality to retain the files of each and every project including those where accredited agencies were involved for at least 5 years within the office premises. The files are then archived for a period of 7 years.

When the files are archived, they can be retrieved within 2 working days of notice.

Except for projects of essential services such as schools, hospitals, shopping centres etc. other buildings files are disposed of after 12 years of storage.

Section 10

PROGRAM REVIEW

This Quality Management Plan and all related records will be available at all times for review by the Safety Codes Council or its agent.

The internal review of this program will be conducted by the Chief Administrative Officer for this QMP. The review is carried out on an annual basis and any non-conforming items will be notified to the respective personnel and a record of these items will be kept on file (see section 12).

The Municipal District of Mackenzie No. 23
 Quality Management Plan
 Electrical Discipline

Section 11

REVISION CONTROL SYSTEM

Revision to the Quality Management Plan will only be implemented after they have been approved by the Safety Codes Council and the Chief Administrative Officer of the Municipal District of Mackenzie No. 23. The revisions, once approved, will be immediately distributed to the respective Safety Codes Officers and all holders of this plan.

Edition No.	Revision No.	Date	Description of Revision	Initials

HOLDER	COPY #	DATE ISSUED	ISSUE OF REVISIONS			
			REVISION #	DATE ISSUED	REVISION #	DATE ISSUED
Reeve						
Councillor						
Councillor						
Councillor						
Councillor						
Councillor						
Councillor						
Councillor						
Councillor						
Councillor						
C.A.O.						
S.C.O.						
Agency						

Appendix "A"

ELECTRICAL PERMIT APPLICATION

All permit applications, whether received by the Municipality or an Agency under contract to the Municipality shall require and show the following information:

- Date of application
- Proposed date of commencement
- proposed date of completion
- street (municipal) address
- legal description
- Electrical Utility Company (Alberta Power)
- mailing address
- telephone number (work & home if homeowner permit)
- owner's name
- contractors name & Master Electrician number
- type of building
- type of work
- estimated value of material and labour
- applicants signature

Any other information the permit issuer feels is required which pertains to the installation.

Appendix "B"

ELECTRICAL PERMIT

All permits, whether issued by the Municipality or an Agency under contract to the Municipality shall show the following information:

- Date of issuance
- Proposed date of commencement
- proposed date of completion
- street (municipal) address
- legal description
- Electrical Utility Company (Alberta Power)
- owner's name
- contractors name & Master Electrician number
- type of building
- type of work
- SCO/Issuer's signature

Any other information the permit issuer feels is required which pertains to the installation.

Appendix "C"

SAMPLE INSPECTION REPORT
(other formats may be used)

PROPOSED SAMPLE FORMAT ONLY

06.01.99
File # 7770-2-3-3

County of XYZ Schools
123 - 5 Avenue East
ANYTOWN AB T1B 2C3

Attn: John Doe - Maintenance Superintendent

Subject: Electrical Inspection of Humpty Dumpty Elementary School Renovations

The inspection was conducted on 22.05.94 by J. M. Smith accompanied by C. Brown, Maintenance Foreman, County of XYZ, to evaluate the electrical work done on the school, under Permit #098, by ABC Electrical, for compliance with the Canadian Electrical Code and the Guidelines for Upgrading of Existing Educational Occupancies.

The following requirements are in violation of the Canadian Electrical Code:

1. Room #001 Condition Found:

Recommendation:

Rule #

2. Room #2 Condition Found:

Recommendation:

Rule #

Please notify this office in writing when the above violations have been corrected.

Sincerely,

James M. Smith
Electrical Safety Codes Officer

The Municipal District of Mackenzie No. 23
Quality Management Plan
Electrical Discipline

Appendix "D"

ORDER FORMAT

(other formats may be used and additional information added)

ORDER TO COMPLY

Date:

Name:

Title:

Address:

Anyplace & Province:

Having inspected the premises noted below on _____ and pursuant to Section 45(1)(a) of the Safety Codes Act, Chapter S-0.5 RSA 1994 and said premises being in contravention of _____ of the Canadian Electrical Code (copy attached as Appendix "A" of this order), you are hereby ordered to:

at _____ and known Legally as:
Lot(s) _____, Block _____, Plan _____ or 1/4 Sec. _____ Twp. _____ Rge. _____ W. _____ M. in the _____ of _____ in the Province of Alberta.
for the purpose of:

Signature:

Name:

Safety Codes Officer, _____ Discipline _____

Designation Number: _____

Employed by:

The person(s) who have been served this Order may request an Administrator review the Order to ensure the Order is:
(a) proper, practical, and reasonable;
(b) contains correct references and no typographical errors; and
(c) corrects or satisfies concerns about safety.
Within 21 days of the issuance of the order.

A person on whom this Order is issued may, if the person objects to the contents of the order, appeal the order to the Safety Codes Council in conformance with the bylaws of the Council, within 30 days of the date the order was served on the person.

A stay of this order, pending appeal or review, may be requested by applying in writing to the Council.

Request for a Review, an Appeal or a Stay should be made to:
Coordinator of Appeals, Room 602, 10808-99th Ave.

Edmonton, Alberta T5K 0G5

(888)413-0099

Tel. # (403)413-0099

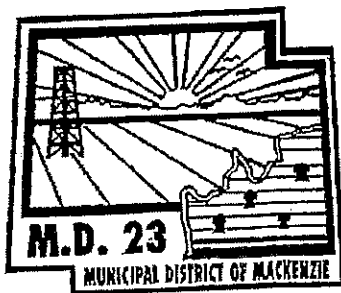
FAX # (403)424-5134

1(888)424-5134

Request for an appeal hearing is to be accompanied by a cheque or money order in the sum of \$500 made payable to the Safety Codes Council.

Non-compliance with the instruction of this Order is an offence under the Safety Codes Act.

Quality Management Plan - Plumbing & Gas



MUNICIPAL DISTRICT OF MACKENZIE No. 23
P.O. BOX 640
FORT VERMILION, ALBERTA
T0H 1N0

Municipal District of Mackenzie No. 23
Quality Management Plan
Plumbing & Gas Disciplines

QUALITY MANAGEMENT PLAN

This Quality Management Plan of the Municipal District of Mackenzie No. 23 in the Plumbing & Gas Disciplines, has been accepted by the Administrator of Accreditation.

Signature:

K. J. Millar
(Administrator of Accreditation)

Date:

February 19, 1999

The Municipal District of Mackenzie No. 23
Quality Management Plan
Plumbing & Gas Disciplines

TABLE OF CONTENTS

SECTION	TITLE	PAGE
	Scope and forward	4
1	Management Policy on adherence to the QMP	5
2	Organization Chart	6
3	Provisions for Safety Codes Officers	7
4	Policy for Personnel Training	8
5	QMP Implementation Training	9
6	Policies and Procedures Related to Compliance Monitoring	10
7	Compliance Monitoring through Accredited Agencies	12
8	Documentation	13
9	Records Retention, Retrieval and Disposition	14
10	Program Review	14
11	Revision Control System	15
12	Non-conformance and Corrective Actions	16
Appendix "A"	Plumbing & Gas Permit Application	17
Appendix "B"	Plumbing & Gas Permit	18
Appendix "C"	Sample Inspection Report	19
Appendix "D"	Order Format	20

The Municipal District of Mackenzie No. 23
Quality Management Plan
Plumbing & Gas Disciplines

SCOPE/FORWARD

This is the Quality Management Plan of the Municipal District of Mackenzie No. 23 (hereinafter referred to as the Municipality).

The Municipality will administer the portions of the Safety Codes Act and its regulations pertaining to the Plumbing & Gas disciplines including; compliance monitoring under the Natural & Propane Gas Installation Codes and the Canadian Plumbing Code as well as the investigation of unsafe conditions and accidents; as described in this Quality Management Plan. The Municipality will not provide compliance monitoring where alternate fuels on highway vehicles is involved.

The Municipal District of Mackenzie No. 23 is not participating in the Authorised Contractor Program and will require recognised contractors of the program to obtain permits and be subject to the compliance monitoring procedures outlined in this QMP.

In accordance with Council Resolution # 98-379 the parties below have signed on behalf of the Council of the Municipal District of Mackenzie No. 23 on the 8th day of JANUARY, 1999 AD.



Chief Administrative Officer



Official Administrator

Section 1

MANAGEMENT POLICY ON ADHERENCE TO QUALITY MANAGEMENT PLAN

The Reeve, Council, Chief Administrative Officer, any other officers and staff of the Municipality including contracted Accredited Agencies shall respect and comply with the policies and procedures covered in this Quality Management Plan.

The Chief Administrative Officer will be responsible for the effectiveness of and compliance with this QMP.

It is recognized that the Safety Codes Council or a person representing him/her will ensure adherence to this plan. The Chief Administrative Officer, any other officers and the staff of the Municipality will give full cooperation to the Safety Codes Council or his representative including the conduct of audits.

The Chief Administrative Officer will ensure that the recommendations of the auditor will be implemented. The Chief Administrative Officer may consult with the Safety Codes Council for a revision or deletion of a recommendation if in the opinion the recommendation is not for the betterment of this plan.

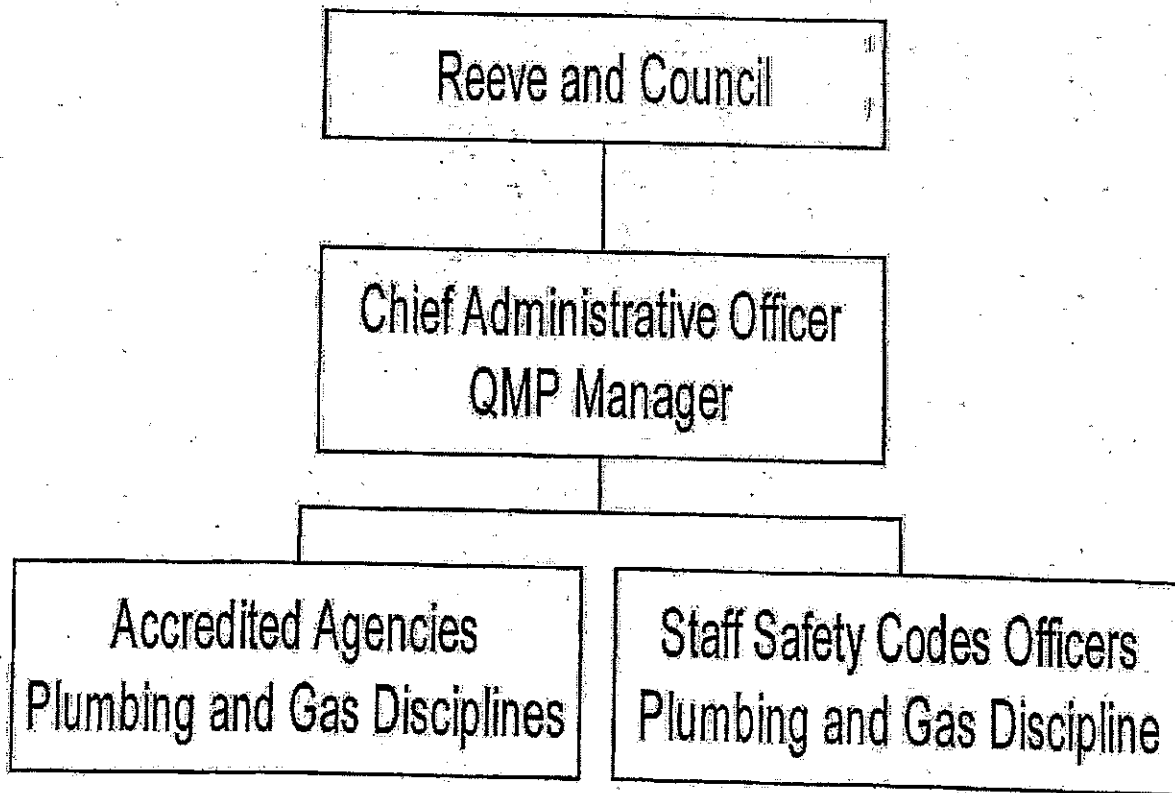
The Municipality, including the Chief Administrative Officer, all officers and staff recognize that failure to follow this QMP may result in suspension or cancellation of this Municipality's accreditation by the Safety Codes Council.

It is also understood by the Reeve, Council, Chief Administrative Officer, any other officers and staff of this Municipality that Safety Codes Officers working under this Quality Management Plan will not be interfered with, or unduly influenced, in their administration of the Municipality's safety system.

The Municipal District of Mackenzie No. 23
Quality Management Plan
Plumbing & Gas Disciplines

Section 2

ORGANIZATION CHART



Section 3

PROVISION OF SAFETY CODES OFFICERS

It will be the policy of the Municipality to engage contracted Accredited Agencies to meet the obligation of the Municipality's stated responsibilities under the Safety Codes Act.

As required or where special expertise or workload dictates, the services of contracted Accredited Agencies will be used to meet the Municipality's responsibilities.

Only Safety Codes Officers with designated appropriate powers in the Plumbing & Gas Disciplines to monitor the compliance will be engaged by the Municipality and the Accredited Agency.

An up-to-date file of information on all Safety Codes Officers presently employed by the contracted Accredited Agency will be maintained by the Agency and made available to the Safety Codes Council and the Municipality.

The contracted Accredited Agency will employ sufficient numbers of Safety Codes Officers to properly respond to the work load.

The contracted Accredited Agencies shall not assign duties under this plan for which there is no demonstrated experience until that experience is gained to the satisfaction of the employer.

Section 4

POLICY FOR PERSONNEL TRAINING

The Municipality will ensure that the Safety Codes Officers it engages will attend any updating seminars that are offered and reasonably required to maintain an officer's competency respecting:

- changes in the Safety Codes Act,
- changes in regulations under the Act,
- changes in codes and standards mandated by the Act,
- changes in procedures under the Act,
- changes in Safety Codes Council policies and directives,
- changes in Administrators directives, and
- changes in assigned duties.

It is the policy of this Municipality to ensure that the Safety Codes Officers engaged know the Quality Management Plan of this Municipality before the officers undertake their duties. This training will be provided by the Municipality where the officer is an employee of the Municipality and by the Agency where the service is provided by Accredited Agencies.

Section 5

QUALITY MANAGEMENT PLAN IMPLEMENTATION TRAINING

The Municipality will ensure that the Safety Codes Officers involved in the implementation of this Quality Management Plan are familiar with this plan and will strictly follow its laid out procedures.

This training will be provided by the Municipality for direct employees and by the Agency, when utilised, for its employees before the officers undertake their duties.

Section 6

POLICIES AND PROCEDURES RELATED TO COMPLIANCE MONITORING

The Municipality will ensure that compliance monitoring is performed in conformance with the Natural and Propane Gas Installation Codes (except carburation) and the Canadian Plumbing Code and other issued standards under the authority of the Safety Codes Act and its Regulations.

Where Accredited Agencies are retained to perform the compliance monitoring, the accredited agencies will be provided with a copy of this QMP.

The compliance monitoring will consist of:

- Issuance of permits as required
- Review of construction documents at the discretion of the SCO
- A minimum of one inspection of all installations where a permit is required. Additional inspections at the discretion of the SCO
- Issuance of variances & orders
- Investigations of complaints, unsafe conditions and accidents
- Assisting Safety Codes Officers in the Fire Discipline with the investigation of fires suspected to involve Natural or Propane Gas.

Where required the Safety Codes Officer(s) engaged will conduct re-inspections, and issue letters of correction, variances and orders, as deemed necessary to gain compliance, in accordance with the Safety Codes Act and its regulations.

The permit program, including the issuance of permits, will be the responsibility of the Municipality but may be administered by an Accredited Agency as per the Agency's contract with the Municipality.

The Municipality or an Accredited Agency, as part of its compliance monitoring activities, will file at the Municipality's offices one copy of each of: permit applications, permits issued, plans reviewed, plan examination reports, all pertinent correspondence and notes, installation review reports, re-inspection reports, unsafe condition reports, complaint reviews, variances, orders and investigation reports.

Non-compliance and the corrective actions taken to rectify the infractions will be recorded by the Municipality as per the attached reporting formats.

Section 6

POLICIES AND PROCEDURES RELATED TO COMPLIANCE MONITORING (Con't)

Schedule for Required Review of Construction/Installation

Type of Project	Plan Review Required	Review of Compliance Assurance at
- Single & Two Family Dwellings	Home Owner Installations, New Contractors	- Rough In prior to covering - Final after fixture installation and prior to occupancy
- Assembly & Institutional - Multi-family Dwellings (Townhouses, Apartments) - Business & Personal Services, Mercantile, Industrial, Tanks & Refill/Refuel Stations	New Contractors, Complicated Installations	- Rough In - Final upon completion
- Homeowner Renovations, Garages, etc.	Home Owner Installations	- Rough In - Final upon completion
- Minor renovations by Contractors	New Contractors	- Rough In - Final upon completion

Where any installation is outside the expertise or experience of Safety Codes Officers on staff, Accredited Agencies will be engaged. Other forms of compliance monitoring acceptable to the Safety Codes Officer such as but not limited to affidavits of compliance from a professional engineer or other person involved in the project may be used to assure compliance at the stages of construction not included in a site inspection.

Section 7

COMPLIANCE MONITORING THROUGH ACCREDITED AGENCIES

Any Accredited Agencies retained will be provided with a copy of this QMP and the Agencies are expected to perform compliance monitoring in strict conformance with this QMP.

Review of Drawings

The Agency may carry out plans examinations at the discretion of the Safety Codes Officer.

Review of Construction/Installation

The Agency will carry out construction/installation review to determine whether or not the construction complies with the appropriate codes and standards.

The minimum construction review frequency shall be in accordance with this QMP.

Contracts with Agencies

Contracts with Agencies performing the work will be kept on file for audit by the Safety Codes Council.

All activities, including reporting, undertaken by the Agency(s) to the Municipality will be in conformance with Section 6.

Section 8

DOCUMENTATION

The following type of record shall be kept to track each project.

File No.	Project Description Address	Plans Examination		Construction Review		Remarks/ Follow-up	\$ Value of Construction or Permit
		Date	S.C.O. Initials	Date	S.C.O. Initials		
PJD 480	Administration Quarters	Jan 4/94	JJ	May 15/94 Aug 10/94	RDK RDK	File Closed	

Section 9

RECORDS RETENTION, RETRIEVAL AND DISPOSITION

It is the policy of the Municipality to retain the files of each and every project including those where Accredited Agencies were involved for at least 5 years within the office premises. The files are then archived for a period of 7 years.

When the files are archived, they can be retrieved within 2 working days of notice.

Except for projects of essential services such as schools, hospitals, shopping centres etc. other buildings files are disposed of after 12 years of storage.

Section 10

PROGRAM REVIEW

This Quality Management Plan and all related records will be available at all times for review by the Safety Codes Council or its agent.

The internal review of this program will be conducted by the Chief Administrative Officer for this QMP. The review is carried out on an annual basis and any non-conforming items will be notified to the respective personnel and a record of these items will be kept on file (see section 12).

Section 11

REVISION CONTROL SYSTEM

Revisions to the Quality Management Plan will only be implemented after they have been approved by the Safety Codes Council and the Chief Administrative Officer of the Municipal District of Mackenzie No. 23. The revisions, once approved, will be immediately distributed to the respective Safety Codes Officers and all holders of this plan.

Edition No.	Revision No.	Date	Description of Revision	Initials

HOLDER	COPY #	DATE ISSUED	ISSUE OF REVISIONS			
			REVISION #	DATE	REVISION #	DATE ISSUED
Reeve						
Councillor						
Councillor						
Councillor						
Councillor						
Councillor						
Councillor						
Councillor						
Councillor						
Councillor						
C.A.O.						
S.C.O.						
Agency						

Municipal District of Mackenzie No. 23
Quality Management Plan
Plumbing & Gas Disciplines

Section 12

NON-CONFORMANCE/CORRECTIVE ACTIONS

Should there be any non-conforming items to the QMP after an internal or external audit, the Chief Administrative Officer will inform the respective personnel of the non-conforming items and will keep a record of the action taken in the following format.

Audit Date	Auditor	Non-Conforming Items	Corrective Action	Correction Date

Appendix "A"

PLUMBING & GAS PERMIT APPLICATION

All permit applications, whether received by the Municipality or an Agency under contract to the Municipality shall require and show the following information:

- Date of application
- Proposed date of commencement
- proposed date of completion
- street (municipal) address
- legal description
- Plumbing & Gas Utility Company
- mailing address
- telephone number (work & home if homeowner permit)
- owner's name
- contractors name & P Ticket number
- type of building
- type of work
- estimated value of material and labour
- applicants signature

Any other information the permit issuer feels is required which pertains to the installation.

Appendix "B"

PLUMBING & GAS PERMIT

All permits, whether issued by the Municipality or an Agency under contract to the Municipality shall show the following information:

- Date of issuance
- Proposed date of commencement
- proposed date of completion
- street (municipal) address
- legal description
- Plumbing & Gas Utility Company
- owner's name
- contractors name & P. Ticket Number
- type of building
- type of work
- SCO/Issuer's signature

Any other information the permit issuer feels is required which pertains to the installation.

Appendix "C"

SAMPLE INSPECTION REPORT

(other formats may be used)

PROPOSED SAMPLE FORMAT ONLY

06.01.99
File # 7770-2-3-3

County of XYZ Schools
123 - 5 Avenue East
ANYANYPLACE AB T1B 2C3

Attn: John Doe - Maintenance Superintendent

**Subject: Plumbing and Gas Inspection of Humpty Dumpty Elementary School
Renovations**

The inspection was conducted on 22.05.94 by J. M. Smith accompanied by C. Brown, Maintenance Foreman, County of XYZ, to evaluate the natural gas installation work done on the school, under Permit #098, by ABC Mechanical, for compliance with the Natural Gas Installation Code and the Guidelines for Upgrading of Existing Educational Occupancies.

The following requirements are in violation of the Natural Gas Installation Code:

1. Room #001 Condition Found:

Recommendation:

Rule #

2. Room #2 Condition Found:

Recommendation:

Rule #

Please notify this office in writing when the above violations have been corrected.

Sincerely,

James M. Smith
Plumbing & Gas Safety Codes Officer

Municipal District of Mackenzie No. 23
Quality Management Plan
Plumbing & Gas Disciplines

Appendix "D"

ORDER FORMAT

(other formats may be used and additional information added)

ORDER TO COMPLY

Date:

Name:

Title:

Address:

ANYPLACE & Province:

Having inspected the premises noted below on _____ and pursuant to Section 45(1)(a) of the Safety Codes Act, Chapter S-0.5 RSA 1994 and said premises being in contravention of _____ of the Canadian Plumbing Code (copy attached as Appendix "A" of this order), you are hereby ordered to:

at _____ and known Legally as:
Lot(s) _____ Block _____ Plan _____ or _____ 1/4 Sec. _____ Twp. _____ Rge. _____ W _____ M, in the _____ of _____ in the Province of Alberta.
for the purpose of:

Signature:

Name:

Safety Codes Officer; _____ Discipline

Designation Number: _____

Employed by:

The person(s) who have been served this Order may request an Administrator review the Order to ensure the Order is:

- (a) proper, practical, and reasonable,
- (b) contains correct references and no typographical errors, and
- (c) corrects or satisfies concerns about safety

within 21 days of the issuance of the order.

A person on whom this Order is issued may, if the person objects to the contents of the order, appeal the order to the Safety Codes Council in conformance with the bylaws of the Council, within 30 days of the date the order was served on the person.

A stay of this order, pending appeal or review, may be requested by applying in writing to the Council.

Request for a Review, an Appeal or a Stay should be made to
Coordinator of Appeals, Room 502, 10808-99th Ave.

Edmonton, Alberta T6K 0G5

Tel# (403) 413-0099

FAX# (403) 424-5134

1(888) 413-0099

1(888) 424-5134

Request for an appeal hearing is to be accompanied by a cheque or money order in the sum of \$500 made payable to the Safety Codes Council.

Non-compliance with the instruction of this Order is an offence under the Safety Codes Act.

SCHEDULE "B"

BYLAW NO. 497/05

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

TO ESTABLISH FEES FOR BUILDING, ELECTRICAL, PLUMBING AND GAS PERMITS

WHEREAS, the Municipal District of Mackenzie No. 23 is an accredited municipality under the Safety Codes Act, being Chapter S-0.5 of the Statutes of Alberta, 1991; and

WHEREAS, the Safety Codes Act, being chapter S-0.5 of the Statutes of Alberta, 1991, and the Municipal Government Act, being chapter M-26 of the Revised Statutes of Alberta 2000 and amendments thereto, an accredited municipality may make by-laws respecting fees for anything issued, or any material, or service provided pursuant to the Act.

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 attached Fee Schedule be adopted.
2. This bylaw shall repeal Bylaw 313/02 and Bylaw 492/05.

First Reading given on the 13th day of September 2005.

"B. Neufeld" (signature on file)
Bill Neufeld, Reeve

"K. McNeil" (signature on file)
Kristin McNeil, Acting Executive Assistant

Second Reading given on the 13th day of September 2005.

"B. Neufeld" (signature on file)
Bill Neufeld, Reeve

"K. McNeil" (signature on file)
Kristin McNeil, Acting Executive Assistant

Third Reading and Assent given on the 13th day of September 2005.

"B. Neufeld" (signature on file)
Bill Neufeld, Reeve

"K. McNeil" (signature on file)
Kristin McNeil, Acting Executive Assistant

Bylaw 497/05
Schedule A
BUILDING PERMIT FEE SCHEDULE

Residential

Construction		
	Homeowner	Contractor
Main Floor (basement included)	\$00.65 per square foot	\$00.55 per square foot
Additional Storeys	\$00.40 per square foot	\$00.30 per square foot
Garages (attached / detached)	\$00.40 per square foot	\$00.30 per square foot
Additions	\$00.50 per square foot	\$00.40 per square foot
Placement of House on Basement	\$00.60 per square foot	\$00.50 per square foot
Placement of Mobile Home / Modular on Basement	\$00.50 per square foot	\$00.40 per square foot
Major Renovations (Any structural changes)	\$00.50 per square foot	\$00.40 per square foot
Notes: Homeowner could be one or more of the following: * Must be property owner. * Must own & reside in the building.		

Placement of House / Modular / Mobile Home / Garage / Addition only	\$150.00 each
--	----------------------

Fireplaces / Wood burning appliances	\$125.00
---	-----------------

Sheds (Over 200 square feet)	\$125.00
-------------------------------------	-----------------

Decks (plus 2 feet above ground)	\$125.00
---	-----------------

Notes:

1. Add Safety Codes Council Fee for each permit issued.
Safety Codes Fee calculated at 3.5 percent of the permit cost.
Minimum - \$4.00 Maximum - \$500.00

Minimum Permit Fee - \$150.00 (Construction only)

Bylaw 497/05
Schedule A

Commercial / Industrial / Institutional

Current Fee
\$6.00 per \$1,000 of project value
Minimum - \$150.00

Notes:

1. Project value is based on the actual cost of material and labour.
Verification of costs may be requested prior to permit issuance.
2. Add Safety Codes Council Fee for each permit issued.
Safety Codes Fee calculated at 3.5 percent of the permit cost.
Minimum - \$4.00 Maximum - \$500.00

Minimum Construction Value Factors	
Offices, Restaurants, Service Stations, Strip Malls, Warehouses, Shops	
Construction	Fee
Concrete Construction	\$70.00 per square foot
Masonry Construction	\$85.00 per square foot
Masonry and Wood or Steel Construction	\$55.00 per square foot
Steel Construction	\$45.00 per square foot
Wood Construction	\$60.00 per square foot
Churches, Hotels, Schools	
Concrete Construction	\$65.00 per square foot
Masonry and Wood or Steel Construction	\$55.00 per square foot
Wood Construction	\$50.00 per square foot
Hospitals	
Concrete Construction	\$85.00 per square foot
Masonry and Wood or Steel Construction	\$75.00 per square foot
Wood Construction	\$70.00 per square foot
Apartments	
Concrete Construction	\$85.00 per square foot
Masonry and Wood or Steel Construction	\$75.00 per square foot

Bylaw 497/05

Schedule A

BUILDING PERMIT FEE SCHEDULE

FOR CAMPS

Camp Size	Permit Fee
1 to 50 person capacity	\$500.00
51 to 100 person capacity	\$750.00
101 to 200 person capacity	\$1,250.00
201 to 250 person capacity	\$2,000.00
251 to 300 person capacity	\$3,000.00

Notes:

1. Add Safety Codes Council Fee for each permit issued.

Safety Codes Fee calculated at 3.5 percent of the permit cost.

Minimum - \$4.00 Maximum - \$500.00

Schedule A

ELECTRICAL PERMIT FEE SCHEDULE

FOR NEW RESIDENTIAL INSTALLATIONS			
Square Footage	Homeowner Fee	Square Footage	Contractor Fee
Up to 1200 square feet	\$173.00	Up to 1200 square feet	\$144.00
1201 to 1500 square feet	\$207.00	1201 to 1500 square feet	\$173.00
1501 to 2000 square feet	\$260.00	1501 to 2000 square feet	\$217.00
2001 to 2500 square feet	\$285.00	2001 to 2500 square feet	\$238.00
Over 2500 square feet	\$311.00	Over 2500 square feet	\$259.00

Mobile Home / Modular Home Connection Only	
Homeowner Fee \$75.00	Contractor Fee \$50.00

Notes:

1. Add Safety Codes Council Fee for each permit issued.
Safety Codes Fee calculated at 3.5 percent of the permit cost.
Minimum - \$4.00 Maximum - \$500.00

Bylaw 497/05**Schedule A****ELECTRICAL PERMIT FEE SCHEDULE****FOR OTHER THAN NEW RESIDENTIAL INSTALLATIONS**

Installation Cost	Home-owner Fee	Installation Cost	Contractor Fee
0 - 300	\$62.00	0 - 300	\$52.00
300.01 - 500	\$69.00	300.01 - 500	\$58.00
500.01 - 1,000	\$83.00	500.01 - 1,000	\$69.00
1,000.01 - 1,500	\$96.00	1,000.01 - 1,500	\$80.00
1,500.01 - 2,000	\$113.00	1,500.01 - 2,000	\$94.00
2,000.01 - 2,500	\$122.00	2,000.01 - 2,500	\$102.00
2,500.01 - 3,000	\$131.00	2,500.01 - 3,000	\$109.00
3,000.01 - 3,500	\$147.00	3,000.01 - 3,500	\$123.00
3,500.01 - 4,000	\$156.00	3,500.01 - 4,000	\$130.00
4,000.01 - 4,500	\$173.00	4,000.01 - 4,500	\$144.00
4,500.01 - 5,000	\$177.00	4,500.01 - 5,000	\$148.00
5,000.01 - 5,500	\$191.00	5,000.01 - 5,500	\$159.00
5,500.01 - 6,000	\$200.00	5,500.01 - 6,000	\$167.00
6,000.01 - 6,500	\$207.00	6,000.01 - 6,500	\$173.00
6,500.01 - 7,000	\$216.00	6,500.01 - 7,000	\$180.00
7,000.01 - 7,500	\$225.00	7,000.01 - 7,500	\$188.00
7,500.01 - 8,000	\$234.00	7,500.01 - 8,000	\$195.00
8,000.01 - 8,500	\$242.00	8,000.01 - 8,500	\$202.00
8,500.01 - 9,000	\$251.00	8,500.01 - 9,000	\$209.00
9,000.01 - 9,500	\$260.00	9,000.01 - 9,500	\$217.00
9,500.01 - 10,000	\$269.00	9,500.01 - 10,000	\$224.00
10,000.01 - 11,000	\$276.00	10,000.01 - 11,000	\$230.00
11,000.01 - 12,000	\$285.00	11,000.01 - 12,000	\$238.00
12,000.01 - 13,000	\$294.00	12,000.01 - 13,000	\$245.00
13,000.01 - 14,000	\$303.00	13,000.01 - 14,000	\$253.00
14,000.01 - 15,000	\$311.00	14,000.01 - 15,000	\$259.00
16,000.01 - 17,000	\$329.00	16,000.01 - 17,000	\$274.00
17,000.01 - 18,000	\$338.00	17,000.01 - 18,000	\$282.00
18,000.01 - 19,000	\$345.00	18,000.01 - 19,000	\$288.00
19,000.01 - 20,000	\$354.00	19,000.01 - 20,000	\$295.00

Installation Cost	Home-owner Fee	Installation Cost	Contractor Fee
20,000.01 - 21,000	\$0.00	20,000.01 - 21,000	\$303.00
21,000.01 - 22,000	\$0.00	21,000.01 - 22,000	\$305.00
22,000.01 - 23,000	\$0.00	22,000.01 - 23,000	\$313.00
23,000.01 - 24,000	\$0.00	23,000.01 - 24,000	\$320.00
24,000.01 - 25,000	\$0.00	24,000.01 - 25,000	\$328.00
25,000.01 - 26,000	\$0.00	25,000.01 - 26,000	\$334.00
26,000.01 - 27,000	\$0.00	26,000.01 - 27,000	\$342.00
27,000.01 - 28,000	\$0.00	27,000.01 - 28,000	\$349.00
28,000.01 - 29,000	\$0.00	28,000.01 - 29,000	\$357.00
29,000.01 - 30,000	\$0.00	29,000.01 - 30,000	\$363.00
30,000.01 - 31,000	\$0.00	30,000.01 - 31,000	\$369.00
31,000.01 - 32,000	\$0.00	31,000.01 - 32,000	\$374.00
32,000.01 - 33,000	\$0.00	32,000.01 - 33,000	\$380.00
33,000.01 - 34,000	\$0.00	33,000.01 - 34,000	\$387.00
34,000.01 - 35,000	\$0.00	34,000.01 - 35,000	\$392.00
35,000.01 - 36,000	\$0.00	35,000.01 - 36,000	\$398.00
36,000.01 - 37,000	\$0.00	36,000.01 - 37,000	\$403.00
37,000.01 - 38,000	\$0.00	37,000.01 - 38,000	\$409.00
38,000.01 - 39,000	\$0.00	38,000.01 - 39,000	\$415.00
39,000.01 - 40,000	\$0.00	39,000.01 - 40,000	\$420.00
41,000.01 - 42,000	\$0.00	41,000.01 - 42,000	\$432.00
42,000.01 - 43,000	\$0.00	42,000.01 - 43,000	\$438.00
43,000.01 - 44,000	\$0.00	43,000.01 - 44,000	\$444.00
44,000.01 - 45,000	\$0.00	44,000.01 - 45,000	\$449.00
45,000.01 - 46,000	\$0.00	45,000.01 - 46,000	\$455.00
46,000.01 - 47,000	\$0.00	46,000.01 - 47,000	\$460.00
47,000.01 - 48,000	\$0.00	47,000.01 - 48,000	\$467.00
48,000.01 - 49,000	\$0.00	48,000.01 - 49,000	\$473.00
49,000.01 - 50,000	\$0.00	49,000.01 - 50,000	\$478.00
50,000.01 - 60,000	\$0.00	50,000.01 - 60,000	\$529.00
60,000.01 - 70,000	\$0.00	60,000.01 - 70,000	\$587.00
70,000.01 - 80,000	\$0.00	70,000.01 - 80,000	\$644.00
80,000.01 - 90,000	\$0.00	80,000.01 - 90,000	\$702.00
90,000.01 - 100,000	\$0.00	90,000.01 - 100,000	\$759.00
100,000.01 - 110,000	\$0.00	100,000.01 - 110,000	\$788.00
110,000.01 - 120,000	\$0.00	110,000.01 - 120,000	\$830.00
120,000.01 - 130,000	\$0.00	120,000.01 - 130,000	\$874.00
130,000.01 - 140,000	\$0.00	130,000.01 - 140,000	\$917.00
140,000.01 - 150,000	\$0.00	140,000.01 - 150,000	\$960.00
150,000.01 - 160,000	\$0.00	150,000.01 - 160,000	\$1,003.00
160,000.01 - 170,000	\$0.00	160,000.01 - 170,000	\$1,047.00

Installation Cost	Home-owner Fee	Installation Cost	Contractor Fee
170,000.01 - 180,000	\$0.00	170,000.01 - 180,000	\$1,089.00
180,000.01 - 190,000	\$0.00	180,000.01 - 190,000	\$1,133.00
190,000.01 - 200,000	\$0.00	190,000.01 - 200,000	\$1,175.00
210,000.01 - 220,000	\$0.00	210,000.01 - 220,000	\$1,262.00
220,000.01 - 230,000	\$0.00	220,000.01 - 230,000	\$1,305.00
230,000.01 - 240,000	\$0.00	230,000.01 - 240,000	\$1,348.00
240,000.01 - 250,000	\$0.00	240,000.01 - 250,000	\$1,392.00
250,000.01 - 300,000	\$0.00	250,000.01 - 300,000	\$1,520.00
300,000.01 - 350,000	\$0.00	300,000.01 - 350,000	\$1,664.00
350,000.01 - 400,000	\$0.00	350,000.01 - 400,000	\$1,808.00
400,000.01 - 450,000	\$0.00	400,000.01 - 450,000	\$1,952.00
450,000.01 - 500,000	\$0.00	450,000.01 - 500,000	\$2,095.00
500,000.01 - 550,000	\$0.00	500,000.01 - 550,000	\$2,239.00
550,000.01 - 600,000	\$0.00	550,000.01 - 600,000	\$2,383.00
600,000.01 - 650,000	\$0.00	600,000.01 - 650,000	\$2,527.00
650,000.01 - 700,000	\$0.00	650,000.01 - 700,000	\$2,670.00
700,000.01 - 750,000	\$0.00	700,000.01 - 750,000	\$2,814.00
750,000.01 - 800,000	\$0.00	750,000.01 - 800,000	\$2,958.00
800,000.01 - 850,000	\$0.00	800,000.01 - 850,000	\$3,102.00
850,000.01 - 900,000	\$0.00	850,000.01 - 900,000	\$3,245.00
900,000.01 - 950,000	\$0.00	900,000.01 - 950,000	\$3,389.00
950,000.01 - 1,000,000	\$0.00	950,000.01 - 1,000,000	\$3,533.00

TEMPORARY AND UNDERGROUND SERVICES CONDUCTOR AND FEEDERS

A Flat Fee of \$45.00 will be charged to Contractors for temporary services (125 amps or less) and underground service conductors and feeders.

Notes:

1. Add Safety Codes Fee for each permit issued.

Safety Codes Fee calculated at 3.5 percent of the permit cost.

Minimum - \$4.00 Maximum - \$500.00

Bylaw 497/05
Schedule A

ELECTRICAL PERMIT FEE SCHEDULE
FOR CAMPS

CAMP SIZE	Permit Fee
1 to 50 person capacity	\$250.00
51 to 100 person capacity	\$300.00
101 to 200 person capacity	\$400.00
201 to 250 person capacity	\$550.00
251 to 300 person capacity	\$750.00

Notes:

1. Add Safety Codes Council Fee for each permit issued.

Safety Codes Fee calculated at 3.5 percent of the permit cost.

Minimum - \$4.00 Maximum - \$500.00

Bylaw 497/05

Schedule A

ANNUAL ELECTRICAL PERMIT PROCESS

An Annual Electrical Permit may be issued to an establishment that employs a full time qualified Electrician or hires an electrical contractor to perform minor electrical upgrades or renovations (an electrical project value of less than \$10,000.00) on the premises identified on the permit application. Installations over \$10,000.00 in job value require a separate electrical permit.

The establishment shall maintain a current and accurate two-year record of all electrical upgrades or renovations and shall make it available to the MD of Mackenzie upon request. The establishment is responsible for the electrical work required to satisfactorily complete the electrical installation covered by the permit.

A single Annual Electrical Permit may be issued to cover all minor electrical upgrades or renovations performed during a full calendar year or for a lesser period of time when required. The permit fee shall be based on a full calendar year.

MD of Mackenzie will determine the number of inspections to be made on the establishment for which an annual permit has been issued.

RATING OF ESTABLISHMENT (KVA)	ANNUAL ELECTRICAL PERMIT FEE
100 or less	\$200.00
101 to 2,500	\$200.00 plus \$15.00 per 100 KVA over 100 KVA
2,501 to 5,000	\$500.00 plus \$12.00 per 100 KVA over 2, 500 KVA
5,001 to 10,000	\$800.00 plus \$9.00 per 100 KVA over 5,000 KVA
10,001 to 20,000	\$1,200.00 plus \$6.00 per 100 KVA over 10,000 KVA
Over 20,000	\$1,700.00 plus \$3.00 per 100 KVA over 20,000 KVA

For more information please contact Vicky at (780) 928-3983

Bylaw 497/05
Schedule A
GAS PERMIT FEE SCHEDULE
FOR RESIDENTIAL INSTALLATIONS

Number of Outlets	Homeowner Fee	Contractor Fee
1	\$62.00	\$52.00
2	\$83.00	\$69.00
3	\$117.00	\$98.00
4	\$156.00	\$130.00
5	\$195.00	\$163.00
6	\$215.00	\$179.00
7	\$234.00	\$195.00
8	\$252.00	\$210.00
9	\$273.00	\$228.00
10	\$293.00	\$244.00
11	\$305.00	\$254.00
12	\$318.00	\$265.00
13	\$330.00	\$275.00
14	\$344.00	\$287.00
15	\$356.00	\$297.00
16	\$371.00	\$309.00
17	\$383.00	\$319.00
18	\$396.00	\$330.00
19	\$408.00	\$340.00
20	\$422.00	\$352.00

Notes:

1. Add \$15.00 for each outlet over 20
2. Add Safety Codes Council Fee for each permit issued.
Safety Codes Fee calculated at 3.5 percent of permit cost.
Minimum - \$4.00 Maximum - \$500.00

Bylaw 497/05
Schedule A
GAS PERMIT FEE SCHEDULE
FOR RESIDENTIAL INSTALLATIONS

Description	Homeowner Fee	Contractor Fee
Propane Tank Set (New or Replacements)	\$75.00	\$50.00
Additional Propane Tank	\$15.00	\$15.00
Temporary Heat	\$100.00	\$75.00

Note:

1. Add \$3.00 Safety Codes Council Fee for each permit issued.

Safety Codes Fee calculated at 3.5 percent of permit cost.

Minimum - \$4.00 Maximum - \$500.00

Mobile Home / Modular Home	
Homeowner Fee	Contractor Fee
\$75.00	\$50.00

Note:

1. Add \$3.00 Safety Codes Council Fee for each permit issued.

Safety Codes Fee calculated at 3.5 percent of permit cost

Minimum - \$4.00 Maximum - \$500.00

Bylaw 497/05
Schedule A
GAS PERMIT FEE SCHEDULE
FOR NON-RESIDENTIAL INSTALLATIONS

BTU Input	Permit Fee
0 - 100,000	\$69.00
100,001 - 110,000	\$75.00
110,001 - 120,000	\$83.00
120,001 - 130,000	\$90.00
130,001 - 140,000	\$98.00
140,001 - 150,000	\$104.00
150,001 - 170,000	\$112.00
170,001 - 190,000	\$119.00
190,001 - 210,000	\$127.00
210,001 - 230,000	\$133.00
230,001 - 250,000	\$140.00
250,001 - 300,000	\$148.00
300,001 - 350,000	\$155.00
350,001 - 400,000	\$162.00
400,001 - 450,000	\$169.00
450,001 - 500,000	\$177.00
500,001 - 550,000	\$184.00
550,001 - 600,000	\$190.00
600,001 - 650,000	\$198.00
650,001 - 700,000	\$205.00
700,001 - 750,000	\$213.00
750,001 - 800,000	\$219.00
800,001 - 850,000	\$227.00
850,001 - 900,000	\$234.00
900,001 - 950,000	\$242.00
950,001 - 1,000,000	\$248.00

Notes:

1. Add \$8.00 for each 100,000 BTU (or portion of) over 1,000,000 BTU.
2. Add Safety Codes Council Fee for each permit issued.

Safety Code Fee calculated at 3.5 percent of permit cost.

Minimum - \$4.00 Maximum - \$500.00

Description	Fee
Grain Dryer	\$150.00

Note:

1. Add Safety Codes Council Fee for each permit issued.

Safety Code Fee calculated at 3.5 percent of permit cost.

Minimum - \$4.00 Maximum - \$500.00

Description	Fee
Propane Tank Set (New or Replacements)	\$50.00
Add \$15.00 for each additional Propane Tank	
Temporary Heat	\$75.00
Gas/Propane Cylinder Refill Centres	\$100.00

Note:

1. Add Safety Codes Council Fee for each permit issued.

Safety Code Fee calculated at 3.5 percent of permit cost.

Minimum - \$4.00 Maximum - \$500.00

Replacement of Non-Residential Appliances (per unit):

Description	Proposed Fee
First Appliance	\$70.00
Add \$15.00 for each additional appliance	

Note:

1. Add Safety Codes Council Fee for each permit issued.

Safety Code Fee calculated at 3.5 percent of permit cost.

Minimum - \$4.00 Maximum - \$500.00

Bylaw 497/05

Schedule A

GAS PERMIT FEE SCHEDULE

FOR CAMPS

CAMP SIZE	Permit Fee
1 to 50 person capacity	\$250.00
51 to 100 person capacity	\$300.00
101 to 200 person capacity	\$400.00
201 to 250 person capacity	\$550.00
251 to 300 person capacity	\$750.00

Notes:

1. Add Safety Codes Council Fee for each permit issued.

Safety Codes Fee calculated at 3.5 percent of the permit cost.

Minimum - \$4.00 Maximum - \$500.00

**Bylaw 497/05
Schedule A**

**PLUMBING PERMIT FEE SCHEDULE
For Residential & Non-Residential Installations**

Homeowner Fees		Contractor Fees	
Number of Fixtures	Permit Fee	Number of Fixtures	Permit Fee
1	\$62.00	1	\$52.00
2	\$66.00	2	\$55.00
3	\$83.00	3	\$69.00
4	\$98.00	4	\$82.00
5	\$111.00	5	\$93.00
6	\$123.00	6	\$103.00
7	\$137.00	7	\$114.00
8	\$149.00	8	\$124.00
9	\$164.00	9	\$137.00
10	\$176.00	10	\$147.00
11	\$186.00	11	\$155.00
12	\$195.00	12	\$163.00
13	\$204.00	13	\$170.00
14	\$215.00	14	\$179.00
15	\$224.00	15	\$187.00
16	\$234.00	16	\$195.00
17	\$245.00	17	\$204.00
18	\$252.00	18	\$210.00
19	\$263.00	19	\$219.00
20	\$273.00	20	\$228.00
21	\$281.00	21	\$234.00
22	\$290.00	22	\$242.00
23	\$297.00	23	\$248.00
24	\$305.00	24	\$254.00
25	\$314.00	25	\$262.00
26	\$321.00	26	\$268.00
27	\$329.00	27	\$274.00
28	\$338.00	28	\$282.00
29	\$345.00	29	\$288.00
30	\$353.00	30	\$294.00
31	\$362.00	31	\$302.00
32	\$371.00	32	\$309.00
33	\$377.00	33	\$314.00
34	\$386.00	34	\$322.00
35	\$395.00	35	\$329.00
36	\$402.00	36	\$335.00
37	\$410.00	37	\$342.00
38	\$419.00	38	\$349.00
39	\$428.00	39	\$357.00

Homeowner Fees		Contractor Fees	
Number of Fixtures	Permit Fee	Number of Fixtures	Permit Fee
40	\$434.00	40	\$362.00
41	\$443.00	41	\$369.00
42	\$452.00	42	\$377.00
43	\$458.00	43	\$382.00
44	\$467.00	44	\$389.00
45	\$476.00	45	\$397.00
46	\$482.00	46	\$402.00
47	\$491.00	47	\$409.00
48	\$500.00	48	\$417.00
49	\$506.00	49	\$422.00
50	\$515.00	50	\$429.00
51	\$522.00	51	\$435.00
52	\$528.00	52	\$440.00
53	\$534.00	53	\$445.00
54	\$540.00	54	\$450.00
55	\$548.00	55	\$457.00
56	\$555.00	56	\$463.00
57	\$560.00	57	\$467.00
58	\$567.00	58	\$473.00
59	\$573.00	59	\$478.00
60	\$581.00	60	\$484.00
61	\$585.00	61	\$488.00
62	\$593.00	62	\$494.00
63	\$600.00	63	\$500.00
64	\$606.00	64	\$505.00
65	\$612.00	65	\$510.00
66	\$618.00	66	\$515.00
67	\$626.00	67	\$522.00
68	\$632.00	68	\$527.00
69	\$638.00	69	\$532.00
70	\$644.00	70	\$537.00
71	\$651.00	71	\$543.00
72	\$659.00	72	\$549.00
73	\$663.00	73	\$553.00
74	\$671.00	74	\$559.00
75	\$677.00	75	\$564.00
76	\$684.00	76	\$570.00
77	\$689.00	77	\$574.00
78	\$696.00	78	\$580.00
79	\$704.00	79	\$587.00
80	\$710.00	80	\$592.00
81	\$713.00	81	\$594.00

Homeowner Fees		Contractor Fees	
Number of Fixtures	Permit Fee	Number of Fixtures	Permit Fee
82	\$716.00	82	\$597.00
83	\$719.00	83	\$599.00
84	\$722.00	84	\$602.00
85	\$725.00	85	\$604.00
86	\$729.00	86	\$608.00
87	\$732.00	87	\$610.00
88	\$735.00	88	\$613.00
89	\$740.00	89	\$617.00
90	\$741.00	90	\$618.00
91	\$744.00	91	\$620.00
92	\$747.00	92	\$623.00
93	\$752.00	93	\$627.00
94	\$755.00	94	\$629.00
95	\$758.00	95	\$632.00
96	\$762.00	96	\$635.00
97	\$765.00	97	\$638.00
98	\$767.00	98	\$639.00
99	\$770.00	99	\$642.00
100	\$774.00	100	\$645.00

Notes:

1. Add \$3.00 for each fixture over 100.

Safety Codes Fee calculated at 3.5 permit of permit fee.

Minimum - \$4.00 Maximum - \$500.00

Mobile Home / Modular Home

Homeowner Fee	Contractor Fee
\$75.00	\$50.00

Notes:

1. Add Safety Codes Council Fee for each permit issued.

Safety Codes Fee calculated at 3.5 permit of permit fee.

Minimum - \$4.00 Maximum - \$500.00

Bylaw 497/05
Schedule A

PLUMBING PERMIT FEE SCHEDULE
FOR CAMPS

CAMP SIZE	Permit Fee
1 to 50 person capacity	\$150.00
51 to 100 person capacity	\$200.00
101 to 200 person capacity	\$300.00
201 to 250 person capacity	\$450.00
251 to 300 person capacity	\$650.00

Notes:

1. Add Safety Codes Council Fee for each permit issued.

Safety Codes Fee calculated at 3.5 percent of the permit cost.

Minimum - \$4.00 Maximum - \$500.00

Bylaw 497/05

Schedule A

PRIVATE SEWAGE DISPOSAL SYSTEM PERMIT FEE SCHEDULE

Description	Home owner Fee	Description	Contractor Fee
Holding Tanks, Open Discharge	\$175.00	Holding Tanks, Open Discharge	\$125.00
Fields, Mounds, Sand Filters, Treatment Tanks, etc.	\$250.00	Fields, Mounds, Sand Filters, Treatment Tanks, etc.	\$200.00

Note: Add Safety Codes Council Fee for each permit issued.
Safety Codes Fee calculated at 3.5 percent
of the permit cost.

Minimum - \$4.00 Maximum - \$500.00

Bylaw 497/05
Schedule A

PRIVATE SEWAGE PERMIT FEE SCHEDULE
FOR CAMPS

CAMP SIZE	Permit Fee
1 to 50 person capacity	\$250.00
51 to 100 person capacity	\$300.00
101 to 200 person capacity	\$400.00
201 to 250 person capacity	\$550.00
251 to 300 person capacity	\$750.00

Notes:

1. Add Safety Codes Council Fee for each permit issued.

Safety Codes Fee calculated at 3.5 percent of the permit cost.

Minimum - \$4.00 Maximum - \$500.00

Bylaw 497/05

Schedule A

Cancellations

Complete refund minus \$25.00 administration fee.
(If remainder is less than \$20.00 no refund given)

Development Permit Not Approved

- Full refund

Amendments (make changes on permit)

- Any permit fee greater than \$100.00 shall be refunded.

Additional Inspection

- \$50.00 within 100 km radius
- \$100.00 over 100 km radius

Extensions on Permits

- Need a request in writing as to why they want an extension and for how long
- Must be approved by Director of Planning

Bank Inspections (upon request by financial institutions)

- \$75.00 per inspection

Variance on Permit Fees

- The Director of Planning may vary Permit Fees up to 50% if demand is valid.

SCHEDULE "C"

MUNICIPALITY FEES

The Agency shall submit to the Municipality, by the fifteenth (15th) day of each month, the following percentage of permit fees collected in accordance with Schedule "B" in the month previous;

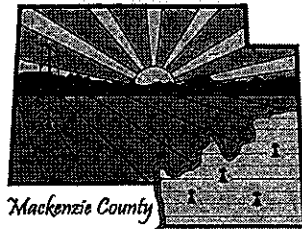
- 30% project costs from \$0 to \$999,999
- 50% project costs from \$1,000,000 to \$4,999,999
- 70% project costs \$5,000,000 or more

Safety Codes Permit Data (2008-2010)

2008		
	Total Permits Sold	Total Renevues, incl. Safety Codes Levy
Building	165	\$128,285.27
Electrical	188	\$29,607.44
Gas	171	\$17,854.30
Plumbing	100	\$15,127.95
Private Sewage	29	\$4,890.49
TOTAL	653	\$195,765.45

2009		
	Total Permits Sold	Total Renevues, incl. Safety Codes Levy
Building	196	\$119,687.00
Electrical	187	\$39,640.99
Gas	155	\$15,757.85
Plumbing	105	\$12,921.56
Private Sewage	43	\$7,814.37
TOTAL	686	\$195,821.77

2010		
	Total Permits Sold	Total Renevues, incl. Safety Codes Levy
Building	165	\$134,116.37
Electrical	159	\$49,917.50
Gas	103	\$10,882.22
Plumbing	119	\$17,976.05
Private Sewage	59	\$9,525.51
TOTAL	605	\$222,417.65



MACKENZIE COUNTY

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 13, 2010
Presented By:	Marion Krahn, Acting Supervisor of Planning and Development
Title:	Regional Land Use Framework Initiative

BACKGROUND / PROPOSAL:

The impending Land Use Framework (LUF) may have a significant impact on the development and use of lands throughout the province.

OPTIONS & BENEFITS:

Mackenzie Municipal Services Agency (MMSA) is taking a proactive approach to the LUF by proposing to establish a Regional Land Use Framework Initiative which will research and write a position paper for the municipalities of the Upper and Lower Peace Regions. The purpose of the position paper is to present the specific matters, concerns and/or issues of the region in a collective voice for consideration in the LUF process.

MMSA is requesting letters of support from the municipalities within the Upper and Lower Peace Regions who are willing to participate in the process. (See Page 24 of the attached Land Use Framework for a map outlining these areas).

MMSA estimates that the total cost of this project will be \$50,000 to \$65,000 and are in the process of applying for a grant through the Regional Collaboration Program (RCP). If their application is not successful, the expectation may be for the participating municipalities to share the cost.

Public consultation for the proposed Regional Land Use Framework Initiative may be the sole responsibility of each participating municipality with MMSA providing a questionnaire. The data collected from the questionnaire would be intended for inclusion in the position paper.

Author: M. Krahn **Review by:** _____ **CAO** _____

OPTIONS

OPTION 1:

That Mackenzie County participate in the Regional Land Use Framework Initiative and write a letter of support to Mackenzie Municipal Services Agency subject to Mackenzie Municipal Services Agency administering the questionnaire and conducting public meetings with County residents.

OPTION 2:

That Mackenzie County take a proactive approach and engage a professional firm to prepare a document based on the local concerns and apply to Regional Collaboration Program for a grant.

OPTION 3:

That Mackenzie County engage a professional firm and in their mandate require them to facilitate in public consultation and collaborate with MMSA regarding the Regional Land Use Framework Initiative.

COSTS & SOURCE OF FUNDING:

Option 1: Costs to be determined subject to grant approval.

Option 2: Costs to be determined, grant funding may be attainable.

Option 3: Costs to be determined.

RECOMMENDED ACTION:

OPTION 1:

That Mackenzie County participate in the Regional Land Use Framework Initiative and write a letter of support to Mackenzie Municipal Services Agency subject to Mackenzie Municipal Services Agency administering the questionnaire and conducting public meetings with County residents.

Author: M. Krahn Review by: _____ CAO _____

LAND-USE FRAMEWORK

Municipal Perspectives

Mackenzie Municipal Services Agency

Overview

- This presentation outlines some of the key issues that will precede the development of the Land-Use Framework for the Upper and Lower Peace Regions.
- The key issues are as follows (*subject to change*):
 - *Extensive Agriculture and Development Patterns*
 - *Provincial Departments/Agencies and Integrated Land-Use Planning*
 - *Water*
 - *Types of Development*
 - *Growth Servicing and Development Issues*
 - *Transportation, Utility and Pipelines Corridors*
 - *Natural Resources and Recreation*
 - *Stewardship and Conservation*
 - *Cumulative Effects*
 - *New Energy Alternatives*

Extensive Agriculture and Development Patterns

Agriculture is the main anchor that drives Alberta's economy. One of the main principles of the Framework is to ensure that such lands does not become fragmented or converted to other uses.

As municipalities continue to grow it will be imperative to ensure a fine balance is established between new development and farmland conservation. Creating policies with these principles in mind will not be easy. The goals of preserving prime farmland have far-reaching implications based around economic growth and development patterns.

Concerns:

- Agricultural lands must be protected, but it should be done in away that minimizes inequalities among municipalities and balances the right of land owners
- Rural municipalities may be concerned that they will bear the cost of good stewardship/conservation while the rest of Alberta benefits; a fine balance between conservation efforts and developments needs to be achieved through the ALSA tools
- Farmers are part of ageing populations thus municipalities will need to devise realistic strategies to maintain existing farmland

Provincial Department/Agencies and Integrated Land Use Planning

Planning in the Upper and Lower Peace Regions will be a collective exercise as municipalities share common interests and concerns. One of the objectives of the Land Use Framework is to create a regional body that will help build relationships with provincial ministries.

Concerns:

- Existing *Municipal Development Plans* will need to conform to the regional plans
- Conflicting interests among local municipalities
- Cohesively determining regional objectives
- Competing with local priorities within the regional body
- Maintaining local autonomy

Water

Water is a critical element in ensuring a region's sustainable future. The Upper and Lower Peace Regions contains one of the largest water basins within Alberta, the Peace River Watershed. As part of the Land Use Framework a regional goal includes preserving the future integrity of the basin.

Concerns:

- Contamination from agricultural activities (agricultural operations should be utilizing best management practices to control run-off from their site)
- Water supply (ensuring water is preserved for future generations)
- Ensuring water allocations is equitable among local municipalities via inter-basin transfer (this would ensure equitable share of natural resources among municipalities, however, transfers should not occur if municipalities mismanage water conservation)

Types of Development

The Land Use Framework presents an opportunity to promote alternative forms of development. Such alternatives must reduce the footprint of human activities and preserve Alberta's natural landscape. Green building technology, mixed zoning, New Urbanism (in a rural context), and density targets are just a few of the tools that will need to be explored further during the Land Use Framework.

Concerns:

- Acceptance of initiatives from local constituency
- Rural municipalities may find it difficult in implementing policies, promoting compact development (increasing density, infilling, mixed use zoning, "New Urbanism" approach but in a rural context)
- Green development can be expensive to implement in smaller jurisdictions

Growth, Servicing and Development Issues

It has been proven that compact development is more sustainable and feasible for municipalities. As natural resources become more scarce, municipalities will need to plan their future growth in a way that will reduce their ecological footprint (example oil and gas). In addition, it is more feasible planning next to existing services (sewage, road, water, power) as opposed to extending or creating new ones.

Concerns:

- Resistance to change "traditional planning policy"
- Future growth in small communities and rural areas with limited resources may be greatly impacted if new growth is tied to existing servicing and infrastructure capacity
- Given the size and location of some municipalities, regionalized services may not be viable
- Alberta Environment has not made it clear that a community cannot service outside of its boundary without regional water plans
- The provision of services on a regional scale may create a false impression that development can occur on rural and underserved areas, conflicting with the goals of compact growth.

Transportation, Utility and Pipeline Corridors

A comprehensive transportation network plays a key role in devising a regional plan for the Upper and Lower Peace Regions. Without careful coordination, there is a danger that transportation and road right-of-ways may have a detrimental effect on the following:

- *Agricultural operations*
- *Adjoining land uses*
- *The environment*
- *Regional and local plans for future development*

Grande Prairie Airport is the only airport that carries major commercial flights in and out of both the Upper and Lower Peace Regions. As the regions continue to grow, demand may create the need for greater capacities.

Concerns:

- Proposed annexation
- Transportation network should be environmentally friendly
- the feasibility of improving the capacity of commercial flights in and out of the Upper and Lower Peace Regions
- Pipeline infrastructure should not disrupt environmentally sensitive areas, nor fragment agricultural regions

Natural Resources and Recreation

The preservation of Natural Resources plays a key role in the Land Use Framework. The province is committed to establishing a strategy to better manage growing recreational pressures and activities on public lands in Alberta. This strategy is intended to enable a variety of recreational opportunities, reduce impact on public land and natural resources, mitigate conflicts, and improve public safety.

Concerns:

- The diversity within the region has the potential to create conflict between recreational and resource base land uses. *(ex: Gravel Pits are a major activity in the Upper and Lower Peace Regions and may conflict with recreational activities)*
- The province needs to manage and enforce policy on public lands
- The impact to private land(s) surrounding popular recreational areas are significant. Such land uses may attract large numbers of people around both the designated recreational area and private areas.

Stewardship and Conservation

The provincial government is committed to building great communities for future generations. In order to meet these goals the Alberta Government has developed a toolkit of best use practices, market-based approaches, education, and incentives with respect to conservation and stewardship opportunities.

The Land Use Framework should encourage policies and strategies to direct growth to certain areas and conserve lands in other areas. Transferee credits, land trust, and conservation easements, are just some of the tools that can be used within the Land Use Framework

Concerns:

- Transferred credits programs are most successful when developed and managed at the local level
- Municipalities want the program to remain local to retain development within their area
- Conservation easements will be a concern in rural municipalities, as they will be significantly impacted by such a program. Extensive consultation will be needed in the design and creation phase of the easement to ensure that the conservation of land in their region is not used to offset impacts through out the province.
- How to build stewardship with local constituency *(accountability, ownership, self-interest in environmental planning)*

Cumulative Effects

The Land Use Framework defines cumulative effects as “the combined past, present and reasonably foreseeable future with respect to human activities on a region’s environmental objectives.”

Building and implementing a Cumulative Effects Management (CEM) program requires sophisticated modeling tools and geographic information systems.

Concerns:

- Many municipalities and citizens are unfamiliar with CEM and its corresponding concept of thresholds, environmental outcomes, and adaptive management
- Funding for such a program?
- Presently, separate approval processes for oil and gas, wind, energy, municipal land use, confined feeding operations and recreation have been a barrier to efficient and sustainable planning of communities

New Energy Alternatives

As part of the Land Use Framework, it will be important that alternative energy is considered a viable part of the regional plans.

Municipalities will need to determine the threshold of various energy sources such as: Wind, Solar, Geo Thermal, and Hydro

Without careful coordination between the private and public sectors such initiatives may actually have a negative impact on the environment.

Concerns:

- Local municipalities have no jurisdiction over energy source
- Cost/Funding
- Impact on natural wildlife, human health, and scenic landscape

Conclusion

The Land Use Framework is an opportunity to stimulate a collective planning initiative. The Framework should not create a system of inequities. Instead it should be a platform where municipalities can voice their concerns and initiatives together.

Next steps:

- November 2010 – Collective Agreement
- January/February 2011 – Administer Survey
- Draft Report - August 2011
- Collective Meeting – September 2011

Let's work together to create a better tomorrow.

Mackenzie Municipal Services Agency

**Land Use Framework Initiative
Upper and Lower Peace Regions**

Strategies, Next Steps

September 30, 2010

Presentation Overview

- Role of MMSA
- Role of Municipalities
- Endorsing LUF initiative with Council
- Cost scenarios
- 2 Position Papers or 1?
- Steering Committee
- Timelines
- Grants

Role of MMSA

- Coordinate and Facilitate Process
- Write Position Paper(s)
- Advocate on behalf of collective

Role of Municipalities

- Proactive role during process
- Representation by each municipality (CAO)
- Administer survey
- Keep Mackenzie Municipal Services Agency informed regarding issues

Endorsing LUF

Bring to Council for Ratification

- A collective approach-A single voice
- Better coordination of individual and collective efforts of municipalities
- A viable option to ensure consideration of municipal concerns at the time of development of the Regional Plan through consultation with RAC and LUS

Cost Scenarios

Estimated Cost based on approach similar to Oldman River Regional Services Commission (\$50-\$65 K)

- Mackenzie Municipal Services Agency members: Cost included in fees
- Non-Mackenzie Municipal Services Agency members: Fee
- Fee Options:
 - Population
 - Area
 - Set fee (Village/Town/City/MD or County)
 - Or combination of the above

2 Position Papers or 1?

Separate Upper and Lower Peace position paper

Pros

- Meetings location central to area (less distance to travel)
- Area specific issues highlighted

Cons

- 2 Position papers
- Some duplication of efforts
- Higher cost per process
- More meetings

Combined Upper and Lower Peace position paper

Pros

- Less duplication of efforts
- 1 Position paper
- More cost effective

Cons

- Meeting location (further for municipalities to travel, larger area covered)
- Less specific issues

Recommendation: Combined Process

Steering Committee

Steer the process

- Three representatives from each Region, up to six total
- Mackenzie Municipal Services Agency coordinator

Timelines

- November 2010 – Collective Agreement
- January/February 2011 – Administer Survey
- Draft Report - August 2011
- Collective Meeting – September 2011

- **Schedule subject to change based on timelines of LUS**

Grants

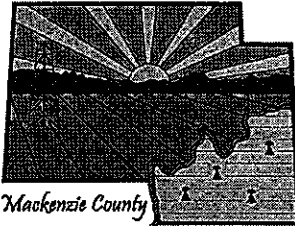
2 Programs Available

Municipal Sustainability Initiative (MSI) Operating

- Each municipality to apply to cover their own costs
- Deadline April 1st yearly for current year
- Grants determined individually

Regional Collaboration Program (RCP)

- Project based grant to encourage regional collaboration and capacity building
- Designated project manager to apply on behalf of partnership (MMSA/municipality)
- Specific program under "Strategic Initiatives" (max. at Minister's discretion) or "Regional Collaboration" (max. \$250K per yr. per application)
- Competitive program
- Deadline Jan. 31, 2011 for 2010/2011 (Apr 1-Mar 31)



MACKENZIE COUNTY

REQUEST FOR DECISION

Meeting: Regular Council Meeting

Meeting Date: October 13, 2010

Presented By: Joulia Whittleton, Director of Corporate Services

Title: Medical Co-Response (Alberta Health Services)

BACKGROUND / PROPOSAL:

Alberta Health Services (AHS) accepted responsibility of the ambulance services provision within Mackenzie County as of April 2009.

OPTIONS & BENEFITS:

Administration was approached by AHS regarding a possibility for the County to participate in the Medical Co-Response (MCR) program.

As this ambulance service enhancement is usually provided through a partnership with a fire department, Administration arranged for and held a meeting with all County Fire Chiefs. Two AHS representatives presented the program and answered questions, as well as a document was distributed to all and is attached for Council's information that outlines details of the MCR program.

The committee of Fire Chiefs and Administration recommend that the following MCR response be authorized by Council:

Zama Fire Department	Limited Response
Fort Vermilion Fire Department	Limited Response
La Crete Fire Department	Limited Response
Blue Hills Fire Department	Full Response

The Blue Hills Fire Department would like to participate in the MCR program at the full response level since the area of coverage is vast and at times the response times by ambulance are longer then desirable, therefore the MCR program will be highly beneficial to the Blue Hills/Tompkins residents.

Author: J. Whittleton **Review by:** _____ **CAO** _____

(

~~* Do Not Copy *~~
good to go!



ALBERTA HEALTH SERVICES EMS

North Zone, Northwest District

MEDICAL CO-RESPONSE

Alberta Health Services Emergency Medical Services Medical Co-Response (MCR) program was established in the mid 1980's. The program was implemented as an extension of Grande Prairie Regional Emergency Medical Services (GPREMS) and remains now as part of Alberta Health Services Emergency Medical Services (AHS EMS). Its initial inception was based on several principles. These principles are as follows:

MCR practitioners provide patient care through co-response/first response outside the hospital setting.

MCR practitioners function under the Medical Direction of the AHS EMS North Zone Medical Director.

MCR practitioners are part of the continuum of care, from the initial onset of illness or injury through transportation to hospital.

MCR practitioners increase the availability of trained and qualified personnel to each and every patient in need of emergency health services in the timeliest way possible.

MCR practitioners increased safety and manpower at the scene of an emergency medical call. This obviously will result in safe and effective scene management and patient care with the EMS focus on the patient.

Increase the amount of personnel on the scene of serious medical/trauma emergencies to assist in basic patient care, movement of equipment and patients.

MCR practitioners decrease the response time to serious medical/trauma emergencies when EMS crews are tied up on other calls, multiple calls or are delayed by distance.

MCR practitioners decrease the time to definitive medical care (care provided in the hospital by a Physician) in serious medical situations like the acute myocardial infarction where time means heart muscle damage or death.

MCR facilitates the spirit of co-operation and partnerships with other protective services and community organizations.

The Medical Co-Responder Programs have traditionally been associated with the local fire departments. However, Medical Co-Responder programs may also, be community based and independent of local fire departments.

Alberta Health Services Emergency Medical Services, Medical Co-Response must ensure high quality patient care, delivered in a consistent and effective manner throughout the region with what resources are available. This will be done through audit, continuing education and assessment and standardized protocols and equipment.

MCR Provincial Update

There is no question that Alberta Health Services values Medical Co-Response/First Response in the province. Medical Co-Response is an integral part of communities and of community spirit. The relationship between Medical Co-Response and AHS EMS has proven to make a difference at the time of acute injury and illness. As an integral component of the health care continuum and the first link in the “chain of survival”, Medical Co-Response represents an extension of the EMS system in communities all across Alberta. In conversations with colleagues and EMS leaders throughout the province and the country, this program stands out as one of the best and one that may be used as the provincial template for community first response.

Current MCR Agencies:

Bezanson Fire Department MCR
Beaverlodge Fire Department MCR (October 2010)
Birch Hills MCR
Berwyn Fire Department MCR
Calling Lake Fire Department MCR
DeBolt Fire Department MCR
Fox Creek/Little Smoky MCR
Grande Prairie Fire Department MCR
Grimshaw Fire Department MCR
Grovedale Fire Department MCR
Hines Creek Fire Department MCR
Hythe Fire Department MCR

Manning Fire Department MCR
MD of Smoky River: McLennan, Falher & Donnelly MCR
Northern Sunrise County (October 2010)
Peace River Fire Department MCR
Saddle Hills MCR
Sexsmith Fire Department MCR
Spirit River Fire Department MCR
Technical Search and Rescue MCR
Wembley Fire Department MCR
Weyerhaeuser Canada MCR

AHS EMS is currently in discussion with a number of other potential MCR Agencies which include departments in and around Fort McMurray, High Prairie, Wabasca, MD of Big Lakes, LaCrete/Blue Hills Fire Departments, High Level, Slave Lake and MD of Northern Lights.

Organizational Response

The MCR Agency is responsible, in consultation with AHS EMS, for determining their commitment to how the organization will respond. The Agency may choose to do a **Full Response (Full Co-Response or FCR)**, meaning that they will go to every call in their district or the Agency may choose to do a **Limited Response (Limited Co-Response or LCR)**, only responding to calls determined by the Medical Priority Dispatch Determinants. There may be a time in the future where each of MCR Agencies will be able to determine which calls they would like to go on.

Levels of Medical Co-Response

Medical Co-Responders, who were once called first responders, are volunteers that provide Basic Life support at the level of an EMR/MCR. The levels of Medical Co-Response are outlined below:

- **First Response:**

The participating Co-Response agency would RESPOND FIRST to medical emergencies when AHS EMS crews are delayed, due to call distance and/or all available personnel and resources are already tasked to calls.

- **Medical Co-Response:**

The participating Co-Response agency would co-respond to assist AHS EMS on complex and severe medical/trauma calls as dictated by the Medical Priority Dispatch Determinants.

- **Medical Assist:**

The participating Co-Response agency would be called to assist AHS EMS with some calls after on scene evaluation. Example: Lift assist.

It is important to remember that Medical Co-Responders must take into account their own safety first. With that, we request that all co-responses involve at very least two practitioners.

Currently, AHS EMS has approximately 250 Medical Co-Responders in the old Peace Country Health footprint.

The Medical Priority Dispatch System used by the Northern Communications Centre (NCC) deploys Medical Co-Response. AHS EMS and the agencies have agreed upon a response matrix.

MCR Lead

At present, Kathryn Hebner, System Performance & Innovation, Quality & Patient Safety, Alberta Health Services EMS is leading the MCR Program.

MCR Liaison

Each MCR Agency has been or will be assigned a MCR Liaison who in turn will report to the MCR Lead. These individuals will look after the day-to-day concerns, questions or otherwise as follows:

MCR Liaison – Roles and Responsibilities

The roles and responsibilities of the MCR Liaison are as follows:

- Reports to the MCR Lead
- Promotes, builds and evaluates the MCR Program in their area
- Liaison between Operations/ Support Services and MCR
- In some cases, liaison between Communications and MCR
- Keeps up to date with all Provincial/Federal Regulations
- Keep up to date with all Occupational Health and Safety and Public Health standards
- Keeps up to date with AHS EMS Protocols and Procedures

- Coordinates the inter-relationships between all MCR Agencies
- Ensures compliance with patient care standards
- Ensures MCR practitioners follow AHS EMS Provincial Protocols
- Is an MCR advocate and patient advocate
- Addresses any concerns or complaints, in consultation with the Lead
- Ensures that the MCR practitioners meet or exceed expected clinical and operational qualifications
- Collect and audit all MCR patient care reports
- Evaluation and testing of new MCR practitioners
- Coordinate MCR Courses in their district in consultation with the Lead
- Provide resources as available and required by the MCR agency (For example, contact numbers for PACE or Public Health)
- Ensure all MCR agencies in their area maintain an updated practitioner registry, including training/continuing education, N95 Fit Testing and vaccinations
- Ensure that all MCR agencies have their practitioners N95 Fit Tested and Vaccinated
- Ensure all agencies have the same standard equipment
- Meet and/or contact the MCR agencies on a regular basis
- Facilitates training/continuing education
- Facilitates the exchange and purchasing of equipment

MCR Lead – Kathryn Hebner

kathryn.hebner@albertahealthservices.ca

1 780 513-5292

MCR Liaison

Peace River & Area – Chris Pilling chris.pilling@albertahealthservices.ca	1 780 624-3375
McLennan/High Prairie & Area – TBA	1 780 324-3911
Grande Prairie & Area – Jacene Tyler jacene.tyler@albertahealthservices.ca	1 780 538-1250
High Level/LaCrete & Area – Andy Wiebe andy.wiebe@albertahealthservices.ca	1 780 928-3779

MCR Active List

Each MCR Agency should have their “MCR Active List” to their MCR Liaison in January of each year, which includes the ACP Registration number of those MCR’s who are registered.

MCR Education

MCR Educational Binders

Each MCR Agency who has taken the GPREMS/PCHEMS/AHS Medical Co-Responder Program has or should receive an updated EMR Manual which includes the expanded scope of practice of an EMR as accepted by the AHS EMS North Zone Medical director, Dr. C. Lewis. This manual includes the MCR’s current “Working Scope of Practice”, the new Heart and Stroke of Canada, Basic Life Support standards, the practice exams and a memory stick with the electronic version.

Alberta Health Services EMS – Clinical Rounds

All MCR Agencies are invited to attend the Alberta Health Services EMS Provincial Regional Rounds, which are held every Monday from 0900 – 1000 hours at a Telehealth Center in each District (Station). The Agencies are to contact the crews at their closest District the day before to confirm that they are a go and where they will be located. On occasion they may be cancelled due to holidays or it may be double booked. Audio sites will be available as well on a first come first serve basis.

MCR Continuing Education

AHS EMS is still looking to provide 8 hours of Continuing Education, 4 in the spring and 4 in the fall, per year for all the MCR Agencies. Although with the transition of EMS into health, this has not as of yet been approved. The continuing education priorities will be based on assuring CPR/AED Updates are complete on a yearly basis and the 8 hours as above which would include protocol review, equipment review etcetera.

In addition, any agency can request individual organizational training on a cost recovery basis to AHS EMS.

Also AHS EMS encourages practitioners from Medical Co-Responder agencies and on-duty practitioners to get together for educational purposes/training/networking from time to time, understanding that the crews may be limited to the area they may travel to. This does not mean that the Medical Co-Responders cannot go to the on duty crews. Please organize this through either the liaisons or the Operational Supervisors.

Sample - BLS (CPR/AED) Education

Due to the overwhelming need for Alberta Health Services EMS Medical Co-Responders (MCR's) to maintain a current Health Care Provider CPR/AED ticket, AHS EMS will be hosting eight BLS Refresher Courses in XXXX throughout the health region.

These recertification sessions are available to members of registered MCR program only and with no cost to the participant. Pre-registration is a must and classes will be held on a first come first serve basis.

Participants can register though AHS EMS Regional PAD Coordinator XXXXXXXX via email XXXXXXXX or directly by phone 780 XXX - XXXX. Any groups expressing interest in "hosting" a BLS recertification in their respective community please let XXXXXXXX know ASAP.

Any MCR groups wishing to have their CPR/AED (BLS) training completed in house will be charged for this services at a cost of \$80.00 per participant. Courses can also be set up though XXXXX.

A 3-hour Health Care Provider CPR/AED recertification/refresher will be held on the following days for XXXX:

High Level

February 7 & October 3 XXXX

1200 – 1500

Instructor & location to be announced

Fox Creek

March 8 & November 7, XXXX

1200 -1500

Instructor & location to be announced

Grande Cache

April 4, July 11 & November 8, 2009

1200 - 1500

Instructor and location to be announced

A 5-hour Health Care Provider CPR/AED (for those participants who have never taken CPR/AED training or those whose ticket has expired) will be held as follows:

Grande Prairie EMS Station

June 6, XXXX

1200 - 1700

District Liaisons should help facilitate these training session by reviewing the above information with your MCR Agencies.

EMR Courses:

AHS EMS currently has an Alberta College of Paramedics approved Emergency Medical Responder Course (EMR Course). Successful graduates are eligible to write the Emergency Medical Responder Alberta College of Paramedics provincial registration examination. The initial course is 88 hours and continuing education is provided on an annual basis. The Medical Co-Responder training consists of the EMR core course curriculum plus additional training under local conditions. All training is within the practitioners' *Scope of Practice*.

EMR Courses will be offered on a cost recovery basis, based on need and the availability of instructors, facilities and resources. Every Agency has unique needs and the EMR Course will be designed to meet the needs of said Agency and Community. For example, the 88 hour program may be run protracted or full time depending on the participants

Scope of Practice

All practitioners registered with the Alberta College of Paramedics have a specific "Professional" Scope of Practice as determined, currently, by the Health Disciplines Act. This being said, we as practitioners under the Alberta Health Services EMS and Medical Co-Response must work under the "Working" Scope of Practice as determined by our AHS EMS North Zone Medical Director, Dr C. Lewis.

The entire Scope of Practice pertaining to each of the EMS disciplines can be located on the Alberta College of Paramedics web site as follows:

www.collegeofparamedics.org

The following is a list of the GAP/Expanded Scope of Practice included and not included by Dr. Lewis as part of our working Scope of Practice:

INCLUDED IN THE AHS EMS/MCR WORKING SCOPE OF PRACTICE

MCR/EMR:

Sellick's Manoeuvre	NPA	Pulse Oximetry
Epi-Pen *	ASA	Blood Glucose Testing
Oral Glucose	Atrovent/Ventolin MDI Administration (Patient Assist)	
Sager Splint	Hare Splint	

*Patient administration or patient assist preferred. Under appropriate circumstances, may be given by the EMR/MCR.

EMT:

Sellick's Manoeuvre	LMA	Capnography
Nitrous Oxide	D50W	
Oral Glucose	Glucagon	ASA
Nitroglycerin Spray	Ventolin/Combivent (Nebulized & MDI)	
Epi-Pen	Epinephrine IM*	Hare Splint
Sager Splint		Peripheral IV Cannulation
Cardiac Monitoring and Interpretation		

*EMT practitioners will be required to use OLMC to administer Epinephrine IM. Epinephrine will be administered for anaphylaxis only.

PARAMEDIC:

Blood Product Administration	Transcutaneous Pacing
Chest Tube Monitoring	Intraosseous Infusion
Femoral Venipuncture	Urinary Catheterization

It is important to remember that in order to use these skill sets, the MCR must have the proper knowledge and training, have been signed off by EMS, have the appropriate equipment and for EMT or Paramedic only, be working directly with the EMS crew.

NOT INCLUDED IN THE AHS EMS/MCR WORKING SCOPE OF PRACTICE

EMT:

Combitube
PASG

Epinephrine SQ
External Jugular Vein Cannulation

Paramedic:

Intrapartal Assessment
Suturing & Hemostat Application

Arterial Blood Gases
Nasotracheal Intubation

Even though the above skills are in our professional Scope of Practice, Dr. Lewis will not provide medical direction for these skills at any time as part of our working Scope of Practice.

Legislative Changes

Currently as a profession, we are legislated under the Health Disciplines Act. We are, however, moving towards the Health Professions Act. Where this specifically affects the MCR Program is in the title "EMR" (and in our case MCR). Under the Health Disciplines Act, the title EMR is not legislated and therefore we did not have to register with the Alberta College of Paramedics. However, under the Health Professions Act, the title "EMR" is legislated and therefore, to work under the act, all EMR's must be registered with the Alberta College of Paramedics. Until this act changes, we can remain status quo.

Anticipating this change, Alberta Health Services EMS is not going to ask those that have not registered to register, as this can be a lengthy process involving refresher programs and ACP testing in Red Deer. Instead, we are looking at creating a tiered level of protocols. All Registered EMR's will be working under a set of protocols that allow them to continue to work under the expanded scope of practice. (The AHS EMS Provincial Protocols). Those who are not registered will have a different set of protocols that will allow those practitioners to use all the training with the exception of the restricted practice in the expanded scope of practice. Terminology in the future will reflect whether or not a practitioner is registered and consequently, which protocols the practitioner will follow.

With the Health Disciplines Act moving to the Health Professions Act, AHS EMS has produced the following courses which will be sent to Work Safe Alberta for approval:

- First Response Basic (Emergency First Aid Certificate)
- First Responder Intermediate (Standard First Aid Certificate)
- First Responder Advanced (Advanced First Aid Certificate)

All three of these programs will be sent to Work Safe Alberta for approval in late September/early October 2010. We are hoping for approval of these programs by the end of the year. Once approved, AHS EMS Medical Co-Response in consultation with Medical Direction will be revisiting the qualifications of the Medical Co-Responder's so that our non-registered EMR's (approximately 1/3 of the practitioners) will have a trained skill set to work within.

Until the shift of legislation occurs and the new AHS EMS Provincial Protocols are on line, the Medical Co-Responder's will utilize the current Version 3, Peace Country Health EMS Clinical Protocols.

Alberta College of Paramedics – Practitioner Requirements

As individual registered practitioners with the Alberta College of Paramedics, we will be required on a yearly basis to complete the "Competency Information Management System (CIMS)". CIMS is a computer managed self-directed learning process. Practitioners assess their own continuing education needs and determine how to meet them.

MCR Protocols

As discussed above, we currently will be using the Version 3, Peace Country Health EMS Clinical Protocols. Tiered co-response protocols are in the process of being developed pending the legislative changes.

Medical Co-Response Patient Care Reports

Medical Co-Responders must complete a patient care report under the following circumstances:

- Any time a Medical Co-Responder assesses and treats a patient prior to the arrival of an EMS Crew. (First Response)
- Any time the Medical Co-Responder is responsible for patient care during the time of the call. For example, a call with multiple patients and the MCR attends to the patient prior to transport.
- At the request of the EMS Crew for extenuating circumstances.

Medical Co-Responders do not have to complete a patient care report for moving equipment or patients, or anything related to assisting the EMS Crew. For example, when doing a blood glucose at the request of the EMS Crew, you do not have to complete a patient care report. If you, however, complete a blood glucose and treat prior to the arrival of the EMS Crew, then you must complete a patient care report.

The District Liaison will be responsible for collecting and auditing the MCR PCR's.

Transfer of Patient Care

If a Medical Co-Responder, working under their specific Scope of Practice, treats a patient to a higher level than that of the AHS EMS Crew, using the current protocols approved by Dr. Lewis, the Medical Co-Responder must then accompany the patient and crew to the hospital and complete a Medical Co-Responder PCR. If the Medical Co-Responder has the same or lesser Scope of Practice, they may hand the patient to the AHS EMS Crew and not accompany them to the hospital, unless requested to by the AHS EMS Crew. They do, however, still have to complete a Medical Co-Responder PCR and give it to the AHS EMS Crew as soon as possible, preferably at the time of call.

The AHS EMS Medical Co-Response Program currently requires EMR as the standard of training. Volunteers in the Medical Co-Response Program that are registered as EMT's or Paramedics can work to their full Scope of Practice providing:

- They have been assessed and approved by the Medical Director
- They have the skill set
- They have the equipment
- They work within their specific "working" Scope of Practice.

AHS will not request or require any training/skill sets/equipment above the EMR Scope of Practice. If a Medical Co-Response Organization chooses to purchase equipment above this level, it is strictly up to said organization. An example of this would be Peace River Fire Medical Co-Response who is somewhat of a pilot project in that their rescue vehicle does in fact carry all equipment up to an ALS Scope of Practice and has practitioners with the said Scope of Practice that have been approved by Medical Direction.

MCR Dispatch Determinants

Please see attached document.

Equipment

It is the initial responsibility of the MCR Agency to provide the MCR equipment. Alberta Health Services EMS will replace disposables at the time of the call as they are used. Non-disposables such as regulators/backboards, etcetera, will remain the responsibility of the MCR Agency. (This also includes uniforms, communication devices and response vehicles.) Remember, the priority is patient care, not replacement of equipment. Replacement of the disposable equipment can be done after the call at either the hospital or station.

The standard list of equipment is as follows:

Jump Kit

Amount	Description
1	A 600 Jump Kit, Pacific Emergency Packs and Equipment
2	Cold packs
2	Hot packs
1	Laerdal pocket mask & one-way valve
1	Bag non-sterile gloves (10 pairs)
6	Roller gauze
1/4 Package	Bulk Non-sterile 4X4.
10	Sterile 2X2
10	Sterile 4X4
6	Abdominal Pads
2	Sterile surgical gloves (Size #8).
2	Multi-Trauma dressings
1	Bottle of Water Gel
10	Band-Aids
2	Rolls of 1-inch silk tape
4	Triangular bandages
1	Stethoscope
1	Adult and Pediatric blood pressure cuffs
1	Blood glucose level unit/kit
1	Oral glucose
1	OB kit
1	Shears
1	Pen light
1	Set of C-collars
1	Emergency blanket (Reflective)
4	Speed clip straps and bag
2	Speed Splints
1	Sam Splint
1	Spine Board

1 Box N95 Masks (Various Sizes)

Airway Management Kit

Amount	Description
1	T100 Airway management kit, Pacific Emergency Packs & Equipment
1	AD \approx size O ₂ cylinder
1	O ₂ Regulator
1	Non-Rebreather
1	Pediatric Non-Rebreather
1	Infant Non-Rebreather
1	Nasal Cannula
1	O ₂ Tubing
1	V-Vac suction with adaptors
1	Adult BVM with mask
1	Pediatric BVM with mask
1	Set of OPA's (Sizes 6,5,4,3,2,1,0)

AED

N95 Fit Testing

To assure appropriate respiratory protection is available for all MCR's all practitioners involved in the MRC Program must be fit tested. The MCR Agency will be responsible to:

- Assure all practitioners of their MCR Agency are N95 Fit Tested while under the umbrella of said organization.
- Maintain in stock the appropriate masks for the practitioners.
- Keep a record of the testing.
- Follow the testing guideline as outlined by Occupational Health and Safety.

Vaccinations

Due to the sheer number of practitioners, we request that each MCR Agency be responsible in assuring that all active practitioners have and/or update their vaccinations. The vaccinations include:

- Measles
- Mumps
- Rubella
- Tetanus/Diphtheria (updated every 10 years)
- T.B. (Mantoux – yearly)
- Hepatitis B

As required, have the practitioner go to the Alberta Health Services Health Unit.

Uniforms

All Medical Co-Response Agency personnel must be clearly identified on scene. This is for ease of recognition, safety and protection.

Driving

Under extenuating circumstances, a Medical C-Responder may be requested to drive the ambulance. Any MCR that is requested to drive the ambulance by the Alberta Health Services EMS crew, must currently hold a Class 1, 2 or 4 drivers/operator's license. If you do not hold said drivers license, you cannot legally drive the ambulance. Please let the crew know if that is the case. The preference, however, is that only AHS EMS employee's drive the ambulance.

Under: Alberta Infrastructure and Transportation, Professional Operator's Licence Information, 2005, you must have a Class 1, Class 2 or Class 4 Drivers Licence to legally drive an ambulance. (Class 3 can drive the ambulance but cannot carry passengers.).

Summary: Medical Co-Response Requirements

- Required training – graduate or graduate/registered MCR/EMR. Those practitioners who have taken the training other than through the AHS EMS EMR Course will be required to complete a practical and didactic assessment exam to assure they meet the standards as determined by the Provincial Medical Director.
- Permission/Support from Council.
- Formal letter to the regional dispatch centre with regard to intent.
- Determine organization response, that of Full or Limited Response.
- Insurance/Liability.
- Standard Equipment.
- Uniforms (Of Agencies choice.)
- Vaccinations.
- N95 Fit Testing.

We continually get positive feedback from the Alberta Health Services EMS practitioners with respect to all the Medical Co-Responder's working with us. Remember, in most cases, Medical Co-Responders are the FIRST THEREand the FIRST TO CARE!

Meeting:	Regular Council Meeting
Meeting Date:	October 13, 2010
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Information/Correspondence

	Page
• Action List	355
• Tri-Council Letter to the Minister of Municipal Affairs	359
• STARS	361
• Farm Women's Conference 2010	363
• 2010 Oilmen's Curling Bonspiel	365
• LARP Workbook Deadline	367
•	
•	
•	

Author: C. Gabriel **Review by:** CAO

Mackenzie County Action List as of September 29, 2010

Council Meeting Motions Requiring Action

Motion	Action Required	Action By	Status	Budget
September 9, 2008 Council Meeting				
08-09-633	That the Parks & Recreation Committee explores other regional locations for a provincial campground.	Parks & Rec John K. Bill K.	In progress	\$0.00
July 23, 2009 Council Meeting				
09-07-614	That administration be instructed to develop incentives for developers in Zama.	Bill K. Lisa, Stuart	Under Review	2010 Budget
August 11, 2009 Council Meeting				
09-08-643	That administration pursue the federal government in order to acquire a portion of the land for the third phase of the Fort Vermilion Walking Trail project as discussed.	Joulia	In Progress	
April 13, 2010 Regular Council Meeting				
10-04-274	That Mackenzie County draft a letter to Minister Ady and Minister Knight requesting their support in the County's termination of the current Provincial Recreational Lease at Bridge Campground in order to pursue a larger SRD lease.	Greg Bill Parks Comm.	In progress	
April 28, 2010 Regular Council Meeting				
10-04-333	That Council instruct administration to proceed to tender Bridge File 76279 (NW 28-109-12-W5) for tender and construction in 2011, subject to Alberta Transportation approval.	Bill K.	In progress	
May 11, 2010 Regular Council Meeting				
10-05-408	That Council continues to negotiate with the Town of High Level for comparable fire rates.	Council Joulia	In progress	
June 8, 2010 Regular Council Meeting				
10-06-510	That the airport committee investigate the pros and cons of a regional airport authority.	Airport Committee	Under review	
June 23, 2010 Regular Council Meeting				
10-06-526	That Mackenzie County request that the Provincial Water and Waste Water branch amend the La Crete Lagoon discharge license to allow dual discharges per year.	John Bill	In progress	
10-06-544	That administration research the cost of Lidar photography within the County.	Bill Mark	In progress	

Motion	Action Required	Action By	Status	Budget
July 8, 2010 Regular Council Meeting				
10-07-589	That Council instruct the Tompkins Crossing Committee to follow up on the proposal from Hovertans Solutions with a site inspection and meeting with Alberta Transportation.	Bill Tompkins Crossing Committee	In review	
10-07-595	That administration bring back a bylaw for rezoning the airport property in Fort Vermilion and La Crete.	Mgmt Committee	In review	
10-07-596	That the Quality Management Plan be received for information and that administration bring back options of accreditation.	Mgmt Committee	In review	
10-07-605	That the draft agreements with Tallcree First Nations (Fire Protection Services Agreement, Water, Sewer and Solid Waste Agreement) be accepted subject to review by legal counsel.	Joulia Finance Committee	In progress Pending INAC review	
July 28, 2010 Regular Council Meeting				
10-07-631	That Council designate the laneway between Plan 982 0781, Block 4, Lots 5 & 6, Plan 1160NY, Block 4, Lot 1 and Plan 792 1881, Block 18, Lots 1, 2, 3 & 4 as a One -Way Traffic laneway with the direction of travel being North in the Hamlet of La Crete and that administration pursue the appropriate legal process according to the Municipal Government Act.	Mgmt Committee	In review	
August 25, 2010 Regular Council Meeting				
10-08-715	That the County enter into a rental or lease agreement for the past and current use of the Wolfe Lake Water Point dugout until the scope of the road project is decided.	John	In review	
September 14, 2010 Regular Council Meeting				
10-09-746	That administration explore the option of a causeway across the sandbar at the Tompkins Ferry crossing.	Bill	In progress	
10-09-748	That administration facilitate a mediation for an access agreement to SE 26-104-14-W5.	Bill John	In progress	
10-09-756	That a letter be sent to the Minister of Transportation to continue moving forward with the paving of Highway 88.	Bill Carol	In progress	
September 29, 2010 Regular Council Meeting				
10-09-790	That first reading of Bylaw 779-10 being the honorariums and expense reimbursement bylaw for Councillors and approved committee members be TABLED to the organizational meeting.		Oct. 27/10	
10-09-793	That administration revise the waste hauling contract and bring back to Council for approval on October 27, 2010.	John	Oct. 27/10	

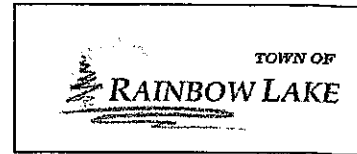
Motion	Action Required	Action By	Status	Budget
10-09-794	That the Waste Management Commission members, administration, and the larger transfer station operators be authorized to develop a Waste hauling contract to be brought back to Council for review.	John Don	In progress	
10-09-795	That the Manager of Economic Development & Community Services with the County of Northern Lights be invited to a Council meeting to discuss the Think Local Market Initiative.	Carol	Oct. 27/10	
10-09-797	That administration revise Policy PW026 as discussed and bring back to Council for approval.	John	In progress	
10-09-801	That Council approve tendering the Rural Water Booster Station and Truck Fill and close tenders on January 11, 2011.	Bill K.	In progress	
10-09-810	That administration explore all options and bring back a recommended action for Council in regards to 23-SUB-09 (Randy and Lorraine Renauer).	Marion	In progress	
10-09-817	That Council authorize Activation Analysis to proceed with CAO contract negotiations as discussed.	Council	In progress	
10-09-819	That administration proceed with the land purchase in the Hamlet of Zama with the maximum offer per lot as discussed.	Bill K. Don Joulia	In progress	
10-09-821	That administration determine the cost of refurbishing or replacement of the vet clinic and that the Veterinary Advisory Committee negotiate an equitable agreement with the vet as discussed.	Bill K. Grant VAC	In progress	



10511-103 Street
High Level, Alberta T0H 1Z0



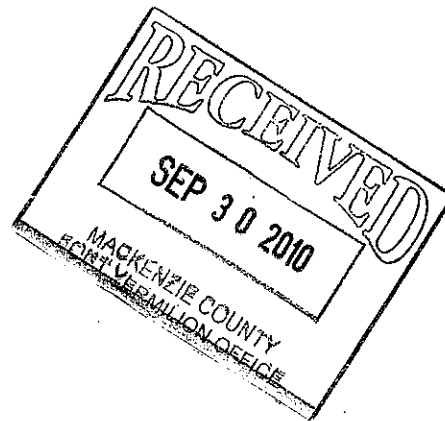
Box 640
Fort Vermilion, Alberta T0H 1N0



Box 149
Rainbow Lake, Alberta T0H 2Y0

August 24, 2010

Honourable Hector Goudreau
Legislature Office
#104 Legislature Building
10800-97 Avenue
Edmonton, AB T5K 2B6



Dear Minister Goudreau:

The municipalities of Rainbow Lake, High Level and Mackenzie are concerned about the recent actions of Alberta Health Services requesting to have health related residential properties exempt from property taxes. The requests are being made under section 362(1)(g.1) of the Municipal Government Act.

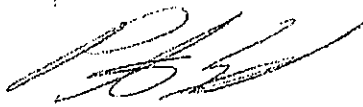
For decades, health services have paid property taxes on residential properties which makes the recent requests surprising. Tax exemption of these properties shifts the burden onto other ratepayers which in effect means the residents of our communities pay higher for health services. While all municipalities in Alberta provide services to health facilities such as hospitals with no tax revenue, tax exemption for apartments and houses is probably not a typical situation.

Another concern is that a majority of the properties being requested are leased on a month to month basis. As assessment and property taxes are only performed and levied once a year, it is not possible to provide tax exemption on a month to month basis. The situation actually creates the possibility of a property being tax exempt for an entire year but only used by Health Services for a portion of this time period. This also creates the difficulty of assessing an apartment building with one of the suites of a multiple unit building being tax exempt.

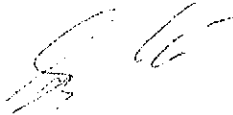
We don't believe the Municipal Government Act intended that these residential properties be tax exempt under section 362. This would seem to be reinforced by the fact that Health Services paid residential property taxes since the adoption of the MGA in 1995.

The municipalities respectfully request that clarification of the MGA be provided in this matter. In the event that section 362(1)(g.1) can be interpreted to include residential properties, that an amendment to the MGA occur to exclude such properties from tax exemption. This would help ensure that residents of northern communities are not burdened with higher taxes than other Albertans and that municipal service are provided on an equitable basis to all beneficiaries.

Sincerely,



Mayor Peter Ernst
Town of High Level



Reeve Greg Newman
Mackenzie County



Mayor Kelly Drover
Town of Rainbow Lake

Cc:

Minister Frank Oberle
Minister Gene Zwozdesky
High Level Town Council
Mackenzie County Council
Rainbow Lake Town Council



cc agency info

STARS® 25 YEARS OF CARE
IN THE AIR

stars.ca

Alberta Shock Trauma Air Rescue Service Foundation



September 1, 2010

Mr. William Kostiw
Mackenzie Charity Golf
PO Box 640
Fort Vermilion, AB T0H 1N0

Dear Mr. Kostiw, *Bill*

I am writing to express my personal gratitude and that of the Board of Directors for Mackenzie Charity Golf's contribution of \$9,800.00 to STARS. Your support of our lifesaving mission is tremendously appreciated and makes a difference in the lives of those in need of critical care and rapid transport.

In 2009, our Calgary, Edmonton and Grande Prairie bases carried out 1,368 missions. This brings STARS' mission total since its inception in 1985 to nearly 19,000. The commitment on the part of the community, together with our relationship with the health regions, makes it possible for STARS to provide this vital service.

In providing excellence in patient care and transport, the STARS program focuses on four key components:

- Service – saving lives through specialized care and rapid transport;
- Communication – locating the patient and identifying the level of medical care required through the STARS Emergency Link Centre;
- Education and Research – enhancing the training of rural and urban medical care providers and measuring patient and system outcomes;
- Community – nurturing our ongoing relationship of philanthropy and mutual support.

Into the future, there will be further challenges as the need for critical care air medical transport continues to increase. In addition, a growing and aging population will put tremendous pressure on our health care system as a whole.

STARS will strive to meet this challenge and continue to provide a high level of excellence in our patient care and transport program. With your help, we will be able to accomplish this goal.

On behalf of STARS' crew, volunteers, staff, management and directors, thank you. Through your support, you help ensure we'll be there – well prepared and well equipped.

Sincerely,

Glenda

Glenda Farnden
Manager, Major Gifts
STARS Foundation
/yv

*Thank you so much for your
continued support and guidance
to help the northern base.*

Head Office / Calgary Base 1441 Aviation Park NE, Box 570 Calgary, AB T2E 8M7
Edmonton Base Building 16, 29 Airport Road Edmonton, AB T5G 0W6
Grande Prairie Base 101C 11010 Airport Drive Grande Prairie, AB T8V 7Z5
Lethbridge Office 416 10 Street 361 Lethbridge, AB T1J 0G7

T 403.295.1811 F 403.274.9569
T 780.447.5492 F 780.447.5493
T 780.830.7000 F 780.830.7009



Farm Women's Conference ~ 2010

1201-10320 99 ST Grande Prairie AB T8V 6J4 Phone: 780.538.5287 Fax: 780.538.5288

September 27, 2010

Carol Gabriel
Mackenzie County
Box 640
Fort Vermilion, AB T0H 1N0

Dear Carol Gabriel



The Peace Region 33rd annual **FARM WOMEN'S CONFERENCE** is fast approaching. Over one hundred (100) farm women from across the AB and BC Peace Region are expected to attend. The conference will be held in Grande Prairie on November 18th & 19th, 2010.

The Conference Sponsorship Committee would appreciate your support and hope you are able to give us some financial assistance this year. Sponsors that wish to support a whole or partial section of the conference, have the opportunity to designate their funding contribution. If you would like to see a copy of this year's conference brochure, to assist you in allocating your contribution, please let me know. The areas available for sponsorship are:

- ✓ Keynote/Closing Speaker
- ✓ Coffee Breaks (4)
- ✓ Banquet
- ✓ Lunches (2)
- ✓ Evening Program
- ✓ Various "Select-a-Sessions/Speakers" (14)

Whether you sponsor a section of the conference or make a general conference donation you will become either a Platinum, Gold, Silver or Bronze sponsor. The details are as follows:

- ✓ Platinum Sponsor **\$900.00 and up** contribution
- ✓ Gold Sponsor **\$400.00 to 899.00** contribution
- ✓ Silver Sponsor **\$100.00 to \$399.00** contribution
- ✓ Bronze Sponsor **\$25.00 to \$99.00** contribution or a material donation

Cheques may be made payable to **FARM WOMEN'S CONFERENCE COMMITTEE**.

Your company's contribution to the conference will be credited both verbally and visually (PowerPoint presentation) at the conference. To ensure your company is recognized accurately, please e-mail your logo to linda.doucette@gov.ab.ca or send us a current business card to the address noted above. As at other conferences, door prizes are also a popular feature. If a monetary contribution is not possible, perhaps you would consider a promotional item or a product donation.

For planning purposes, we would appreciate your reply as soon as possible. Please do not hesitate to contact me toll free by dialling 310-0000, then 780-538-5287 or Linda at 780-538-6208 regarding this request or the Farm Women's Conference. We hope we can count on your sponsorship.

Thank you!

Cindy Cuthbert
Sponsorship Chairperson FWC '10

re agenda mib
Carol Gabriel

From: Clint Hilhorst [clint.hilhorst@bjsservices.ca]
Sent: Tuesday, September 28, 2010 2:48 PM
To: clinton_ferriss@multichem.com; James Robicheau; Chris MacLeod;
terry@highlevelmotorproducts.com; Blaine Smith; cjansen@sanjel.com;
dessmith@telusplanet.net; bbrown88@telus.net; Dave Peters; Kenton Kamenicki
Subject: [SPAM] - High Level Oilmen's Curling Bonspiel - November 05th - 07th, 2010 - Email contains
remote images
Attachments: 2010 Oilmen's Curling Bonspiel Entry - PDF.pdf
Importance: High

Gents,

Attached is the entry form for our Oilmen's Annual Curling Bonspiel. If you wish to sign up, please refer to the attachment for further instructions.

For those who have businesses in town please make this form accessible if possible. Thanks in advance for your cooperation.

Best Regards,

CLINT HILHORST C.E.T.
District Manager
BJ Tool Services
Formerly Known As Innico Completion Systems
(780) 941-5151 (Cell)
PIN: 2176FFAA
(780) 926-3310 (Office)
(780) 926-3302 (Fax)
clint.hilhorst@bjsservices.ca

This e-mail was scanned by a McAfee Email and Web Security Appliance



2010 Oilmen's Curling Bonspiel Entry Form

High Level Oilmen's Association
Box 963
High Level, AB
T0H 1Z0

November 05th, 06th & 07th, 2010

First 32 Paid Teams Accepted -----Entry Fee: \$ 525.00/Team

Includes GST and Calcutta team

Entry Deadline: October 29th, 2010 @ 5PM

Team Name: _____

Skip:	Phone #:
Lead:	Phone #:
Second:	Phone #:
Third:	Phone #:

METHOD OF PAYMENT			
Cash <input type="checkbox"/>	Cheque <input type="checkbox"/>	Visa <input type="checkbox"/>	Mastercard <input type="checkbox"/>
Credit Card #:		Expiry Date:	
Name On Credit Card:		Signature	

Entry: \$ _____ ***Entries Will Not Be Accepted Without Payment***

Donation: \$ _____

Total: \$ _____ Will you be bringing a door prize? _____

REQUEST FOR RECEIPT		
Do You Require A Receipt?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If So Please Provide Your Mailing Address:	Name:	
Address:	City:	Postal Code:

ENTRIES CAN BE MAILED TO HIGH LEVEL OILMEN'S ADDRESS, DELIVERED TO ADDRESSES
BELOW OR EMAILED

Clint Hilhorst
BJ Tool Services
(780) 841-8151
clint.hilhorst@bjservices.ca

Dave Peters
Caliber Energy Systems
(780) 841-4006
dave.peters@caliberoil.com

cc info
Ashley Braun

From: Christopher Vandenberg [christopher.vandenberg@gov.ab.ca] on behalf of Dave Bartesko [Dave.Bartesko@gov.ab.ca]
Sent: Monday, October 04, 2010 11:33 AM
Subject: Municipal - LARP Workbook Deadline Reminder

"We're talking about the future of our land." (and we can't do it without you)

It's time to fill out the workbook! If you haven't already sent in your thoughts on the Lower Athabasca Regional Advisory Council's advice to the government regarding the north-east area of the province, we urge you to do so now. You only have until October 8, 2010 at 4:30 p.m.

Please visit <http://www.landuse.alberta.ca/RegionalPlans/LowerAthabasca/Default.aspx> to read the council's **Advice to the Government of Alberta Regarding a Vision for the Lower Athabasca Region**, and tell us what you think of the conservation areas, multi-use corridors, recreation areas and so much more by filling out the online workbook.

This is a chance to have your voice heard about the future of our province.

If you have any questions, please contact LUF@gov.ab.ca

Regards,
Dave Bartesko, RPFT
Senior Consultation Manager
Land Use Secretariat
Alberta Sustainable Resource Development
7th Floor, 10035-108 St.
Centre West Building
Edmonton, Alberta T5J 3E1
Telephone: 780-422-4871
Fax: 780-644-1034
Cell: 780-918-9744
Email: dave.bartesko@gov.ab.ca
LUF Website: www.landuse.alberta.ca
LUF Email: LUF@gov.ab.ca

This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify the system manager. This message contains confidential information and is intended only for the individual named. If you are not the named addressee you should not disseminate, distribute or copy this e-mail.

