

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

Tuesday, March 23, 2004  
6:00 p.m.

**Council Chambers, Municipal District of Mackenzie Office  
Fort Vermilion, Alberta**

**AGENDA**

- |                                                            |    |    |                                                                                                                                         |                |
|------------------------------------------------------------|----|----|-----------------------------------------------------------------------------------------------------------------------------------------|----------------|
| <b><u>CALL TO ORDER:</u></b>                               | 1. | a) | Call to Order                                                                                                                           |                |
| <b><u>AGENDA:</u></b>                                      | 2. | a) | Adoption of Agenda                                                                                                                      |                |
| <b><u>ADOPTION OF<br/>THE PREVIOUS<br/>MINUTES:</u></b>    | 3. | a) | Minutes of the March 9, 2004<br>Regular Council Meeting                                                                                 | <b>Page 9</b>  |
|                                                            |    | b) | Minutes of the March 10, 2004<br>Special Council Meeting                                                                                | <b>Page 25</b> |
| <b><u>BUSINESS ARISING<br/>OUT OF THE<br/>MINUTES:</u></b> | 4. | a) |                                                                                                                                         |                |
| <b><u>DELEGATIONS:</u></b>                                 | 5. | a) | Mackenzie Housing Management Board                                                                                                      | <b>Page 31</b> |
|                                                            |    | b) | La Crete Skateboard Park Committee                                                                                                      | <b>Page 33</b> |
|                                                            |    | c) | Rural Water Service Board                                                                                                               | <b>Page 35</b> |
|                                                            |    | d) |                                                                                                                                         | <b>Page</b>    |
|                                                            |    | e) |                                                                                                                                         | <b>Page</b>    |
| <b><u>PUBLIC<br/>HEARINGS:</u></b>                         | 6. | a) | Bylaw 407/04 – Land Use Bylaw Amendment<br>Pt. NW 19-109-19-W5M<br>Highway Development District “HD” to<br>Agricultural District 1 “A1” | <b>Page 39</b> |

- b) Bylaw 408/04 – Land Use Bylaw Amendment **Page 51**  
Plan 2938RS, Block 1, Lot 4 Fort Vermillion  
Hamlet Residential District 1 “HR1” to  
Hamlet Commercial District 1 “HC1”
- c) Bylaw 409/04 – Land Use Bylaw Amendment **Page 61**  
Plan 882 1687, Block 6, Lot 01, Zama  
Hamlet Commercial District 2 “HC2” to  
Direct Control District “DC2”
- d) **Page**
- e) **Page**

**COUNCIL  
COMMITTEE AND  
CAO REPORTS:**

- 7. a) Council Committee Reports
- b) CAO Report

**GENERAL  
REPORTS:**

- 8. a)

**AGRICULTURAL  
SERVICES:**

- 9. a)

**OPERATIONAL  
SERVICES:**

- 10. a) Bridge File – BF78185 **Page 71**
- b) **Page**
- c) **Page**

**PLANNING, EMERGENCY,  
AND ENFORCEMENT  
SERVICES:**

- 11. a) Bylaw 416/04 – Land Use Bylaw Amendment **Page 77**  
to Rezone from Agricultural District 1 “A1” to  
Rural Country Residential District 2 “RC2”  
NW21-110-19-W5M

- b) Bylaw 417/04  
Lane Width Reduction Adjacent to the  
North Boundary of Plan 982 1128, Block 25, Lot 4  
La Crete **Page 89**
- c) Waterfront Cottage Development within  
the Municipal District of Mackenzie **Page 97**
- d) High Level RCMP  
2004 Municipal & Rural Business Plan **Page 99**
- e) High Level RCMP Statistical Report  
January to December 2003 **Page 119**
- f) High Level Health Care Resolution **Page 125**
- g) Director's Report **Page 131**
- h) **Page**
- i) **Page**
- j) **Page**

**CORPORATE  
SERVICES:**

- 12. a) Mackenzie Regional Partnership **Page 137**
- b) Annual Team Building **Page 143**
- c) North Peace Applied Research Association  
Annual General Meeting **Page 145**
- d) Northern Lights Health Region **Page 149**
- e) Senior's Week 2004 **Page 153**
- f) Alberta Rural Physician Award of Distinction **Page 159**
- g) **Page**
- h) **Page**
- i) **Page**

**IN CAMERA  
SESSION:**

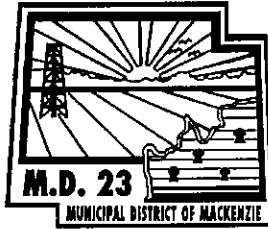
- 13. a) Subdivision Application 02MK048  
NW 1-105-16-W5M
- b) La Crete Water Treatment Plant -  
Purchase of Materials
- c)
- d)

**NEXT MEETING  
DATE:**

- 14. a) Regular Council Meeting  
10:00 a.m.  
Tuesday, April 6, 2004  
Council Chambers, Fort Vermilion

- ADJOURNMENT:** 15. a) Adjournment





## M.D. of Mackenzie No. 23

### Request For Decision

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	March 23, 2004
Originated By:	Barb Spurgeon, Executive Assistant
Title:	March 9, 2004 Regular Council Meeting Minutes
Agenda Item No:	3a)

#### BACKGROUND / PROPOSAL:

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

Attached are the minutes of the March 9, 2004 Regular Council Meeting.

#### COSTS / SOURCE OF FUNDING:

#### RECOMMENDED ACTION (by originator):

That the minutes of the March 9, 2004 regular council meeting be adopted as presented.

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

**Tuesday, March 9, 2004  
10:00 a.m.**

**Council Chambers, Municipal District of Mackenzie Office  
Fort Vermilion, Alberta**

**PRESENT:**

Betty Bateman	Councillor
Pat Kulscar	Councillor
Greg Newman	Councillor
Willie Wieler	Councillor
Walter Sarapuk	Deputy Reeve
Odell Flett	Councillor
Wayne Thiessen	Councillor
Bill Neufeld	Reeve
Joe Peters	Councillor (Via Teleconference)
John W. Driedger	Councillor

**ABSENT:**

**ALSO PRESENT:**

Harvey Prockiw	Chief Administrative Officer
Barb Spurgeon	Executive Assistant
Bill Landiuk	Director of Corporate Services
Paul Driedger	Director of Planning and Emergency Services
Mike Savard	Director of Operational Services
Grant Smith	Agricultural Fieldman
Brenda Wiebe	Public Works Administrative Officer

Minutes of the regular Council meeting for the Municipal District of Mackenzie No. 23 held on Tuesday, March 9, 2004 in the Council Chambers of the Municipal District of Mackenzie office, Fort Vermilion, Alberta.

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

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



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

**MOTION 04-123 MOVED** by Councillor Wieler

That the agenda be adopted as amended to include:

- 13. b) Zama Staffing
- 13. c) PVO Ltd. Litigation

**CARRIED**

**ADOPTION OF  
THE PREVIOUS  
MINUTES:**

**3. a) Minutes of the February 24, 2004  
Regular Council Meeting**

**MOTION 04-124 MOVED** by Councillor Thiessen

That the minutes of the February 10, 2004 Regular Council Meeting be adopted as presented.

**CARRIED**

**b) Minutes of the February 25, 2004  
Special Council Meeting**

**MOTION 04-125 MOVED** by Councillor Kulscar

That the minutes of the February 25, 2004 Special Council Meeting be adopted as presented.

**CARRIED**

**BUSINESS ARISING  
OUT OF THE  
MINUTES:**

**4. a)**

There were no items under this heading.



**PUBLIC  
HEARINGS:**

6. a) **Bylaw 410/04– Land Use Bylaw Amendment  
Part of SW9-106-15-W5M from Mobile Home Park  
(MHP) to Mobile Home Subdivision (MHS)**

Reeve Neufeld called the public hearing for Bylaw 410/04 to order at 10:04 a.m.

Reeve Neufeld asked if the public hearing for proposed Bylaw 410/04 was properly advertised. Paul Driedger answered that the bylaw was advertised in accordance with the Municipal Government Act.

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

Reeve Neufeld asked if Council had any questions of the proposed Land Use Bylaw Amendment. Harvey Prockiw asked about the zoning for the surrounding areas and Paul Driedger responded.

Reeve Neufeld asked if any submissions were received in regards to proposed Bylaw 410/04. Paul Driedger answered that there were none.

Reeve Neufeld asked if there was anyone present who would like to speak in regards of the proposed Bylaw 410/04.

Reeve Neufeld closed the public hearing for Bylaw 410/04 at 10:07 a.m.

**MOTION 04/126**

Bylaw 410/04  
Second Reading

**MOVED** by Councillor Wieler

That second reading be given to Bylaw 410/04 being a Land Use Bylaw Amendment to rezone the Mobile Home Park (MHP) on part of SW9-106-15-W5M to Mobile Home Subdivision (MHS).

**CARRIED**

**MOTION 04-127**

Bylaw 410/04  
Third Reading

**MOVED** by Councillor Kulscar

That third reading be given to Bylaw 410/04 being a Land Use Bylaw Amendment to rezone the Mobile Home Park (MHP) on part of SW9-106-15-W5M to Mobile Home Subdivision (MHS).

**CARRIED**





**COUNCIL  
COMMITTEE AND  
CAO REPORTS:**

**7. a) Council Committee Reports**

Councillors provided verbal reports on meetings attended since previous reporting.

Deputy Reeve Sarapuk reported no meetings  
Councillor Driedger reported on AAMD&C Zone meeting  
Councillor Wieler reported no meetings  
Councillor Bateman reported on Zama Recreational Board  
Councillor Flett reported on MD Library Board and AAMD&C Zone meeting  
Councillor Newman reported on AAMD&C Zone meeting, Upper Hay Recreational Hunting and Fishing Advisory Committee meeting.  
Councillor Kulscar reported on Fairview College Advisory Committee and Mackenzie Regional Waste Management.  
Councillor Thiessen reported no meetings  
Reeve Neufeld reported on AAMD&C Zone meeting  
Councillor Peters reported no meetings

**MOTION 04-128      MOVED by Councillor Kulscar**

That the Council Committee verbal reports be received as information.

**CARRIED**

**7. b) CAO Report**

**MOTION 04-129      MOVED by Councillor Thiessen**

That the written report given by the Chief Administrative Officer be accepted as presented.

**CARRIED**

**MOTION 04-130      MOVED by Councillor Bateman**

That consideration be given to move in camera to discuss issues under the Freedom of Information and Protection of Privacy, Alberta Regulation 200/95. (10:30 a.m.)

**CARRIED**

Reeve Neufeld recessed the meeting at 10:30 a.m.



Reeve Neufeld reconvened the meeting at 10:50 a.m.

Gord Burnell of Aeromedical Services and Megan Bridger of Apache Oil Field Services entered the meeting at 10:50 a.m.

**IN CAMERA  
SESSION:**

**13. a) Aeromedical Contract**

**MOTION 04-131** **MOVED** by Councillor Thiessen

That Council come out of camera. (11:38 a.m.)

**CARRIED**

Gord Burnell of Aeromedical Services and Megan Bridger of Apache Oil Field Services left the meeting at 11:38 a.m.

**DELEGATIONS:** **5. a) La Crete Recreation Board**

Reeve Neufeld welcomed Peter Braun and Andy Friesen at 11:40 a.m.

Mr. Braun reviewed with Council the need for additional funding for the La Crete Recreation Board.

Reeve Neufeld thanked Mr. Braun and Mr. Friesen, who left the meeting at 12:03 p.m.

**MOTION 04-133** **MOVED** by Councillor Wieler  
Requires 2/3 Majority

That the 2004 Operating Budget be amended to include a \$34,000 Capital Grant to the La Crete Recreation Board.

**CARRIED**

**MOTION 04-134** **MOVED** by Councillor Thiessen  
Requires Unanimous  
Consent

That Policy ADM043 Recreational Board Capital Funding be placed on the agenda.

**DEFEATED**

Reeve Neufeld recessed the meeting at 12:10 p.m.

Reeve Neufeld reconvened the meeting at 12:55 p.m.



13. a) Aeromedical Contract

**MOTION 04-132** **MOVED** by Councillor Kulscar

That responses be drafted to the letters received from Zama community member and Apache and signed by the Reeve.

**CARRIED**

**GENERAL REPORTS:**

8. a) Action List on Council Motions

**MOTION 04-135** **MOVED** by Councillor Bateman

That the Action List be accepted for information.

**CARRIED**

**AGRICULTURAL SERVICES:**

9. a) Rosenberger Drainage Line Five

**MOTION 04-136** **MOVED** by Councillor Newman  
Requires 2/3 Majority

That the 2004 Capital Budget be amended to include:

<u>Project</u>	<u>Funding</u>	<u>Cost</u>
Rosenberger Drainage Line 5	Drainage Reserve	\$38,520

**CARRIED**

9 b) Summary of Activities

**MOTION 04-137** **MOVED** by Councillor Driedger

That the written Summary of Activities from the Agricultural Fieldman be accepted as presented.

**CARRIED**



**OPERATIONAL  
SERVICES:**

**10. a) Bylaw 412/04**

**MOTION 04-138** **MOVED** by Councillor Wieler

That the Fee schedule for the development permit after commencement of construction be charged ten times the amount of the development permit.

**DEFEATED**

**MOTION 04-139** **MOVED** by Councillor Bateman

Bylaw 412/04  
First Reading

That first reading be given to Bylaw 412/04 being a bylaw to establish a Fee Schedule for Services.

**CARRIED**

**MOTION 04-140** **MOVED** by Councillor Newman

Bylaw 412/04  
Second Reading

That second reading be given to Bylaw 412/04 being a bylaw to establish a Fee Schedule for Services and includes Assessment Review Appeals.

**CARRIED**

**MOTION 04-141** **MOVED** by Councillor Thiessen

Requires unanimous  
Consent

That consideration be given to go to third reading for Bylaw 412/04 being a bylaw to establish a Fee Schedule for Services.

**CARRIED**

**MOTION 04-142** **MOVED** by Councillor Bateman

Bylaw 412/04  
Third Reading

That third reading be given to Bylaw 412/04 being a bylaw to establish a Fee Schedule for Services.

**CARRIED**





10. b) **Policy ADM004- Tendering and Contract Award**

**MOTION 04-143** **MOVED** by Councillor Wieler

That Policy ADM004 – Tendering and Contract Award, be amended as presented.

**CARRIED**

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

Reeve Neufeld Reconvened the meeting at 2:03 p.m.

10. c) **Policy ADM033-  
Personal Vehicle Allowance Rate Structure**

**MOTION 04-144** **MOVED** by Councillor Bateman

That Policy ADM033 – Personal Vehicle Allowance Rate Structure be amended as presented, and that the revised rates be effective January 1, 2004.

**CARRIED**

10. d) **Director's Report**

**MOTION 04-145** **MOVED** by Councillor Driedger

That the written report submitted by the Director of Operational Services be accepted as presented.

**CARRIED**



**PLANNING, EMERGENCY,  
AND ENFORCEMENT  
SERVICES:**

11. a) **Bylaw 413/04 – Land Use Bylaw Amendment to Add Zonings And Conditions.**

**MOTION 04-146**

Bylaw 413/04  
First Reading

**MOVED** by Councillor Peters

That first reading be given to Bylaw 413/04 being a Land Use Bylaw Amendment to add zoning for Rural Country Residential District 4 "RC4" and remove Rural Country Residential District "RC".

**CARRIED**

11. b) **Bylaw 414/04 – Land Use Bylaw Amendment Parcel Density and Farmstead Separation**

**MOTION 04-147**

Bylaw 414/04  
First Reading

**MOVED** by Councillor Wieler

That first reading be given to Bylaw 414/04 being a Land Use Bylaw to redefine section 5.2.A.C (1) Residential Uses; Section 5.2.A.F. (1) Country Residential Uses; and Section 1.2 Definitions "Farmstead".

**CARRIED**

11. c) **Disaster Social Services Course  
March 19, 2004 – Fort Vermilion**

**MOTION 04-148**

**MOVED** by Councillor Wieler

That all Council be authorized to attend the Disaster Social Services Course on March 19, 2004 in Fort Vermilion.

**CARRIED**



11. d) **Wildfire Prevention Forum 3  
April 1 & 2, 2004 - Edmonton**

**MOTION 04-149** **MOVED** by Deputy Reeve Sarapuk

That correspondence on the Wildfire Prevention forum be accepted for information.

**CARRIED**

11. e) **Subdivision Statistics Report  
Year End Comparisons (2001-2003)**

**MOTION 04-150** **MOVED** by Councillor Bateman

That the Subdivision Statistics Report be accepted for information.

**CARRIED**

**CORPORATE  
SERVICES:**

12. a) **Bylaw 64/96 – Impose Penalties for  
Non-Payment of Taxes and Tax Arrears**

**MOTION 04-152** **MOVED** by Councillor Driedger

That Bylaw 64/96 be received as information.

**CARRIED**

12. b) **Assessment Services: One Year  
Contract Extension with Compass Assessment**

**MOTION 04-153** **MOVED** by Deputy Reeve Sarapuk

That a one-year contract extension for assessment services with Compass Assessment in the amount of \$155,480 be approved.

**CARRIED**



12. c) Zama Playground

**MOTION 04-154** **MOVED** by Councillor Bateman  
Requires 2/3 majority

That the playground site in Zama be approved as recommended by the letter dated February 18, 2004 (Fort Vermilion School Division Property) with the understanding that the Fort Vermilion School Division be responsible for the annual upkeep and maintenance costs; and that up to \$54,000 in grant funding be provided.

**CARRIED**

12. d) Wards

**MOTION 04-155** **MOVED** by Councillor Bateman

That documentation on municipal wards be received as information.

**CARRIED**

12. e) Rural Water Co-ops

**MOTION 04-156** **MOVED** by Councillor Kulscar

That the Rural Water distribution issue be tabled until the March 23<sup>rd</sup> 2004 meeting.

**CARRIED**

12. f) Ratepayer's Meetings

**MOTION 04-157** **MOVED** by Councillor Newman

That the annual ratepayer's meetings be scheduled at 7:00 p.m. on April 26, for La Crete; April 27 for Fort Vermilion; April 29 for rural High Level; and May 4, 2004 for Zama following the Regular Council meeting. The regular Council meeting will be scheduled for 1:00 p.m. May 4, 2004 in Zama.

**CARRIED**

Reeve Neufeld recessed the meeting at 3:30 p.m.

Reeve Neufeld reconvened the meeting at 3:40 p.m.





12. g) Census

**MOTION 04-158** **MOVED** by Councillor Thiessen

That correspondence from Alberta Municipal Affairs on the 2004 census requirements be received for information.

**CARRIED**

12. h) Fort Vermilion Post Office Grand Opening

**MOTION 04-159** **MOVED** by Councillor Bateman

That Deputy Reeve Sarapuk and Councillor Flett be authorized to attend the Grand Opening of the Fort Vermilion Post Office on March 16, 2004.

**CARRIED**

12. i) MD Pin and Logo

**MOTION 04-160** **MOVED** by Councillor Wieler

That Council approves advertising for submissions by residents of the MD for a new logo and pin design to commemorate the Municipal District of Mackenzie's tenth anniversary only.

**CARRIED**

12. j) Alberta Rural Physician Award of Distinction

**MOTION 04-161** **MOVED** by Councillor Kulscar

That Dr. Groenewald be nominated for the Alberta Rural Physician Award of Distinction.

**CARRIED**

**MOTION 04-162** **MOVED** by Councillor Bateman

That consideration be given to move in camera to discuss issues under the Freedom of Information and Protection of Privacy, Alberta Regulation 200/95. (2:48 p.m.)

**CARRIED**



**IN CAMERA  
SESSION:**

**13. b) Zama Staffing**

Freedom of Information and Protection of Privacy, Alberta  
Regulation 200/95.

**13. c) PVO Ltd. Litigation**

Freedom of Information and Protection of Privacy, Alberta  
Regulation 200/95.

Subdivision and Development Appeal Board members Councillor  
Kulscar and Deputy Reeve Sarapuk left the meeting at 4:10 p.m.  
due to a possible conflict.

Councillor Kulscar and Deputy Reeve Sarapuk entered the meeting  
at 4:24 p.m.

**MOTION 04-163 MOVED** by Councillor Thiessen

That Council come out of camera. (4:24 p.m.)

**CARRIED**

**MOTION 04-164 MOVED** by Councillor Kulscar

That employees rotating to Zama be given a \$3.00/hr wage increase  
for hours worked in Zama providing they are not eligible for the  
\$600.00 remote living allowance.

**CARRIED**



**DATE OF NEXT  
MEETING:**

14. a) **Special Council Meeting**  
Wednesday, March 10, 2004  
7:00 p.m.  
High Level Council Chambers

**Regular Council Meeting**  
Tuesday, March 23, 2004  
6:00 p.m.  
MD Council Chambers – Fort Vermilion

**ADJOURNMENT:** 15. a) **Adjournment**

**MOTION 04-** **MOVED** by Councillor Wieler

That the Regular Council meeting be adjourned. (4:25)

**CARRIED**

These minutes were adopted this 23<sup>rd</sup> day of, March 2004.

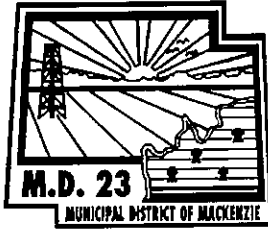
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Bill Neufeld, Reeve

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Barbara Spurgeon,  
Executive Assistant





## M.D. of Mackenzie No. 23

### Request For Decision

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	March 23, 2004
Originated By:	Barb Spurgeon, Executive Assistant
Title:	March 10, 2004 Special Council Meeting Minutes
Agenda Item No:	3.6)

#### BACKGROUND / PROPOSAL:

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

Attached are the minutes of the March 10, 2004 Special Council Meeting.

#### COSTS / SOURCE OF FUNDING:

#### RECOMMENDED ACTION (by originator):

That the minutes of the March, 2004 special council meeting be adopted as presented.

Review:	Dept.	Agri C.A.O. JMO
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**MUNICIPAL DISTRICT OF MACKENZIE NO. 23  
SPECIAL COUNCIL MEETING**

**Wednesday, March 10, 2004  
7:00 p.m.**

**Town of High Level Council Chambers  
High Level, Alberta**

This was a joint meeting between the Town of High Level and the MD of Mackenzie to conduct a public hearing for, and adopt, the Inter-municipal Development Plan.

**PRESENT**

**MD Council:**

Bill Neufeld	Reeve
Betty Bateman	Councillor
John W. Driedger	Councillor
Walter Sarapuk	Deputy Reeve
Willie Wieler	Councillor
Odell Flett	Councillor
Greg Newman	Councillor
Pat Kulscar	Councillor

**Town of High Level**

**Council:**

Mike Mihaly	Mayor
Clark McAskile	Deputy Mayor
Susan Calihoo	Councillor
Jerry Chomiak	Councillor
Lorraine Donovan	Councillor
Ellis Forrest	Councillor

**ABSENT:**

Wayne Thiessen	Councillor
Joe Peters	Councillor

**ALSO PRESENT:**

**MD of Mackenzie:**

Harvey Prockiw	Chief Administrative Officer
Paul Driedger	Director, Planning, Emergency, and Enforcement Services
Liane Lambert	Development Officer
Eva Schmidt	Senior Development Officer

**Northern Alberta  
Development**

**Council:**

Tom Baldwin	Director
Kris Rollheisur	Research Assistant



**Town of  
High Level:**

Dianne Hunter  
John Crisp  
Dean Krause

Chief Administrative Officer  
Municipal Secretary  
Director of Development Services

**Public:**

Paul Teitsma  
Wendy Parkin  
Mike Parkin  
Bill Jenkins  
Lauretta Jenkins

Minutes of the Joint Special Council meeting for the Municipal District of Mackenzie No. 23 and the Town of High Level held on Wednesday March 10, 2004 in the Town of High Level Council Chambers, High Level Alberta.

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

Reeve Neufeld called the meeting to order at 7:04 p.m.

**BUSINESS:**

2. a) **PUBLIC HEARING**  
**Bylaw 398/03 Inter-Municipal Development Plan**

Reeve Neufeld called the public hearing for Bylaw 398/03 to order at 7:04 p.m.

Reeve Neufeld asked if the public hearing for proposed Bylaw 398/03 was properly advertised. Paul Driedger answered that the bylaw was advertised in accordance with the Municipal Government Act.

Reeve Neufeld asked Tom Baldwin, Director of Northern Alberta Development Council and Facilitator of the Inter-municipal Development Plan working committee, to provide his comments.

Tom Baldwin provided a history on the mechanism used by the councils produce the Inter-municipal Development Plan for the common areas surrounding their mutual boundaries and transportation corridor.

Mr. Baldwin stated that the Inter-municipal Development Plan provides a framework and policy direction to the municipalities. Mr. Baldwin highlighted the main areas of the Plan.



Reeve Neufeld asked if Council had any questions of the proposed Land Use Bylaw Amendment.

Councillors pointed out a couple of typographical areas to be corrected.

Reeve Neufeld asked if any submissions were received in regards to proposed Bylaw 398/03. Paul Driedger answered that there were none received at this time.

Reeve Neufeld asked if there was anyone present who would like to speak in regards of the proposed Bylaw 398/03. There was no indication that anyone present wished to comment.

Reeve Neufeld closed the public hearing for Bylaw 398/03 at 7:14 p.m.

**MOTION 04-**  
Bylaw 398/03  
Second Reading

**MOVED** by Councillor Bateman

That second reading be given to Bylaw 398/03, being a bylaw to adopt the MD of Mackenzie and Town of High Level Inter-Municipal Development Plan.

**CARRIED**

**MOTION 04-**  
Bylaw 398/03  
Second Reading

**MOVED** by Councillor Sarapuk

That third reading be given to Bylaw 398/03, being a bylaw to adopt the MD of Mackenzie and Town of High Level Inter-Municipal Development Plan.

**CARRIED**

**ADJOURNMENT:** 4. a) **Adjournment**

**MOTION 04-**

**MOVED** by Councillor Bateman

That the Special Council meeting be adjourned at 7:16 p.m.

**CARRIED**



These minutes were adopted this 23<sup>rd</sup> day of March 2004.

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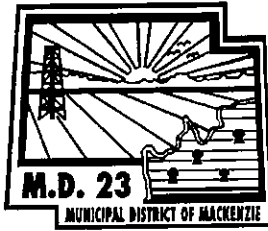
Bill Neufeld, Reeve

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Harvey Prockiw  
Chief Administrative Officer







# M.D. of Mackenzie No. 23

## Request For Decision

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	March 23, 2004
Originated By:	Barb Spurgeon, Executive Assistant
Title:	Mackenzie Housing Management Board - Delegation
Agenda Item No:	5. a)

### BACKGROUND / PROPOSAL:

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Helen Braun, Executive Director of Mackenzie Housing Management Board would like to give Council an overview of the past year. Please see attached reports.


### COSTS / SOURCE OF FUNDING:

### RECOMMENDED ACTION (by originator):


That the report from Mackenzie Housing Management Board be received as information.

Review:	Dept.	Agatha C.A.O. <i>[Signature]</i>
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**MACKENZIE HOUSING  
MANAGEMENT  
BOARD**



**BUSINESS PLAN  
2004-2006**











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**Mackenzie Housing Management Board**

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## **MISSION STATEMENT**

To Provide Adequate Housing for Seniors and Low Income Residents.

## **MANDATE**

The Mackenzie Housing Management Board Exists To Operate And Maintain Social Housing Accommodation And Senior Housing Projects.

## **PURPOSE OF THE BUSINESS PLAN:**

The purpose of this Business Plan is to provide direction for the management and operation of the Mackenzie Housing Management Board. The Business Plan will assist the Board with its strategic and financial planning.

The Business Plan will provide the Mackenzie Housing Management Board with a focus of its activities associated with the delivery of housing services.

The preparation of this Business Plan will also satisfy the requirements of the **Management Body Operation and Administration Regulation**. This regulation requires the Mackenzie Housing Management Board to submit a business plan to Alberta Seniors.

The Business Plan will be used as a basis for annual reviews and evaluations of the Mackenzie Housing Management Board.





**Mackenzie Housing Management Board**

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## **GEOGRAPHIC SETTING**

The Mackenzie Housing Management Boards jurisdictional area for community and senior self-contained housing covers the Hamlet of Fort Vermilion, the Hamlet of La Crete and the surrounding rural areas of the Municipal District of Mackenzie No. 23. For the Lodge program the communities of Town of High Level and Town of Rainbow Lake are also in the jurisdiction of Mackenzie Housing Management Board.

## **PROJECTS**

The Mackenzie Housing Management Board manages units in the following projects.

1. Community Housing
2. Senior Self Contained Housing
3. Lodge Program

## **INVENTORY OF EXISTING RESIDENTIAL UNITS**

The following is inventory of the existing residential units under the management of the Mackenzie Housing Authority:

<b>Type of Unit</b>	<b>Number of Units</b>	
	<b>Fort Vermilion</b>	<b>La Crete</b>
Seniors	11	30
Community Housing	43	13
Lodge	—	<u>61</u>
	54	104



## **BUSINESS PLAN STRATEGIC PLANNING**

Based on the past year experience the Mackenzie Housing Management Board believes the organization's strengths, weaknesses, opportunities and threats to be as follows:

### **STRENGTHS**

- Commitment to financial responsibility
- The facilities of the Mackenzie Housing Management
- Department staff (Province)
- Support of Municipal Councils
- High demand for housing
- Quality of service to residents by staff
- Dedicated, empathetic and cohesive Board
- Increasing population base
- Supportive community
- Intermunicipal cooperation
- Strong working relationship with Northern Lights Health Region
- Committed quality staff

### **WEAKNESSES**

- Lack of political coordination for Community Housing
- Condition of some rental units
- High cost of doing business in the region
- Large isolated geographic area

### **OPPORTUNITIES**

- Expansion of network – other parts of region – province
- Provide sufficient, adequate housing
- Partnership and better working relationship, communities working together
- Sound financial planning
- Growing population – age and numbers
- Training opportunities for Board members and staff
- Increased level of services in the Lodge

### **THREATS**

- Social Housing attitudes of tenants
- Public (community) perception of facility services
- Increasing costs



## **ACTION PLAN 2003-2005**

### **GOAL 1:**

**ALL TENANTS, COMMUNITY HOUSING AND SENIORS, ARE PROVIDED WITH ADEQUATE, SUITABLE HOUSING.**

### **OBJECTIVES:**

1. To ensure adequate housing for community housing tenants.
2. To provide ongoing routine and preventative maintenance in all units.
3. To ensure the housing provided meets the tenant needs.

### **ACTION ITEMS:**

1. Complete required repairs and renovations to Community Housing units to maintain adequate standards.
2. Maintain a maintenance program that will ensure units are kept in good repair.
3. Complete and control inventory listings.
4. Locate/provide 1 bedroom units for single people in need of housing.
5. Maintain good working relations with private housing providers when administering the rent supplement program.
6. Lobby government departments to provide the funding for building new, suitable housing units in the region.







**Mackenzie Housing Management Board**

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**GOAL 2:**

**ALL TENANTS RECEIVE QUALITY SERVICE.**

**OBJECTIVES:**

1. To ensure that programs best meet the needs of tenants.
2. To have sufficient qualified staff to ensure tenants receive quality service, keeping in mind fiscal responsibility.
3. To ensure that housing is assigned in a fair and equitable manner.

**ACTION ITEMS:**

1. Lobby the necessary government agencies to address the high costs of living in our region in relation to our tenant's ability to pay rent.
2. Provide tenant education as to Department and Board directions, Board and administration expectations of tenants, and services tenants can expect from administration or Board.
3. Schedule annual tenant questionnaires and tenant meetings.
4. When appropriate, refer tenants to other service providers.
5. Work in cooperation with other service providers.
6. Evaluate all staff on a regular scheduled basis.
7. Address the need for increased level of services to seniors.





**Mackenzie Housing Management Board**

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**GOAL 3:**

**MAINTAIN THE ORGANIZATION'S OPERATION, REPORTING AND GOVERNANCE POLICIES, PROCEDURES AND SYSTEMS.**

**OBJECTIVES:**

1. To ensure fiscal responsibility in all areas of the organization.
2. To ensure Mackenzie Housing Management Board's goals, objectives and policies correlate closely with those set by the Department.
3. To ensure that Board and administration are knowledgeable regarding regional and provincial issues that affect housing tenants.
4. To initiate a regular communication process with tenants.
5. Establish a political voice for community low income housing

**ACTION ITEMS:**

1. The Mackenzie Housing Management Board gives good leadership and direction to administration.
2. Ensure that Board and administration adhere to approved policies and procedures.
3. To regularly review and update policies and procedures.
4. Ensure accurate and timely financial reporting to Board.
5. The Board will participate in ongoing training. (Conferences and workshops).
6. Networking with other regional service providers regarding regional issues.
7. Publish information items for tenants and \ or community.
8. Implement operational review recommendations.





**Mackenzie Housing Management Board**

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## **ACTION PLAN 2004-2006 PRINCIPAL**

The Mackenzie Housing Management Board's 2004-2006 Business Plan reflects/states the strong commitment of the Mackenzie Housing Management Board members.

Providing quality service to the tenants of Mackenzie Housing Management is important to the Board and administration. Staffing levels and qualifications must be sufficient to meet the high needs of doing business in our region. Ongoing lobbying and networking with community partners and government is required so that the needs of the tenants can be met.





**Mackenzie Housing Management Board**

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## **ORGANIZATIONAL STRUCTURE**

### **THE BOARD**

The Mackenzie Housing Management Board is responsible for the overall management and operation of the organization. This includes the financial affairs of the organization, the approval of signing authority, the establishment of policies and the on-going evaluation of the Chief Administrative Officer and the organization. The Mackenzie Housing Management Board must ensure that the organization is carrying out its duties and responsibilities assigned to it under the Province of Alberta Housing Act.

### **BOARD MEMBERSHIP**

Appointed by Municipal District of Mackenzie No. 23

- 2 Community members from La Crete
- 2 Community members from Fort Vermilion
- 1 M.D. Counselor

Appointed by La Crete Municipal Nursing Association

- 1 Board member
- 1 Board member or community member

Appointed by the Town of High Level

2 Board members

Appointed by the Town of Rainbow Lake

1 Board member







**Mackenzie Housing Management Board**

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**STAFF ORGANIZATIONAL CHART**

**MACKENZIE HOUSING MANAGEMENT BOARD**

**CHIEF ADMINISTRATIVE OFFICER**

**Community Housing**

1.5 maintenance  
1 admin support

**Lodge**

1 maintenance  
.5 admin support  
1 activity coordinator  
1 lodge assistant level 2 supervisor  
5.5 F/T/E lodge assistant level 2's  
1 lodge assistant supervisor  
6.5 F/T/E lodge assistants  
1 cook supervisor  
3 cooks

Accounting is provided by contract to community housing and lodge.



<b>MACKENZIE HOUSING / HEIMSTAED LODGE</b>			
<b>Projected Lodge budgets</b>			
<b>2005 / 06</b>			
<b>REVENUE</b>	<b>2003 Budget</b>	<b>2004 Proposed</b>	<b>Projected Budgets</b>
Lodge Rent	425,700.00	550,800.00	648,000.00
Lodge Assistance Grant	56,000.00	98,550.00	98,700.00
Meal Revenue	12,000.00	15,000.00	20,000.00
Contract Revenue	44,000.00	80,000.00	80,000.00
Sundry Income / 2002 Surplus	7,000.00		
Unbudgeted Department Grant			
<b>TOTAL REVENUE</b>	<b>544,700.00</b>	<b>744,350.00</b>	<b>846,700.00</b>
<b>EXPENSES</b>			
<b>UTILITIES</b>			
Electricity	35,000.00	45,000.00	45,000.00
Water & Sewer	5,000.00	3,000.00	4,000.00
Heating	35,000.00	50,000.00	50,000.00
<b>TOTAL UTILITIES</b>	<b>75,000.00</b>	<b>98,000.00</b>	<b>99,000.00</b>
<b>OPERATING</b>			
Food & Kitchen Supplies	86,000.00	110,000.00	122,500.00
Linen Supplies	1,000.00	1,000.00	1,000.00
Cleaning & Janitorial Supplies	7,500.00	10,000.00	12,000.00
Lodge Equipment (non Capital) Purchases	39,000.00	25,000.00	20,000.00
Activity Supplies		5,000.00	5,000.00
Rent	192,000.00	200,000.00	200,000.00
Sundry Operating	1,000.00	1,000.00	1,000.00
Waste Removal	2,500.00	2,500.00	2,500.00
GST Expense	7,500.00	10,000.00	10,000.00
<b>TOTAL OPERATING</b>	<b>336,500.00</b>	<b>364,500.00</b>	<b>374,000.00</b>
<b>MAINTENANCE</b>			
Maintenance	20,000.00	50,000.00	35,000.00
<b>ADMINISTRATION</b>			
Wages	420,000.00	486,500.00	520,000.00
Office Supplies & Postage	2,500.00	3,500.00	4,000.00
Telephone & Communications	4,000.00	5,000.00	5,000.00
Audit Fees	4,000.00	4,000.00	4,000.00
Insurance	3,500.00	4,500.00	5,000.00
Staff travel	1,500.00	2,000.00	2,000.00
Board Member Honorariums & Expenses	8,000.00	8,000.00	8,000.00
Conferences & Staff Training	4,000.00	4,000.00	4,000.00
Memberships	750.00	1,200.00	1,200.00
Office Furniture & Equipment	2,000.00	2,500.00	2,500.00
Sundry	2,000.00	2,000.00	2,000.00
<b>TOTAL ADMINISTRATION</b>	<b>452,250.00</b>	<b>523,200.00</b>	<b>557,700.00</b>
2003 Deficit		28,324.00	
Capital Purchases	68,000.00	50,000.00	50,000.00
General Capital Reserve		25,000.00	25,000.00
<b>TOTAL REVENUE</b>	<b>544,700.00</b>	<b>744,350.00</b>	<b>846,700.00</b>
<b>TOTAL EXPENSES</b>	<b>951,750.00</b>	<b>1,139,024.00</b>	<b>1,135,700.00</b>
<b>TOTAL OPERATING DEFICIT</b>	<b>- 407,050.00</b>	<b>- 394,674.00</b>	<b>- 289,000.00</b>
<b>MUNICIPAL REQUISITIONS</b>	<b>407,050.00</b>	<b>394,674.00</b>	<b>289,000.00</b>

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## MACKENZIE HOUSING / HEIMSTAED LODGE 3 YEAR LODGE BUDGET

REVENUE	2003 Budget	2003 Auctual	2004 Proposed	2005 / 06 Projected budgets
Lodge Rent	425,700.00	420,754.58	550,800.00	648,000.00
Lodge Assistance Grant	56,000.00	61,376.25	98,550.00	98,700.00
Meal Revenue	12,000.00	17,401.55	15,000.00	20,000.00
Contract Revenue	44,000.00	59,988.25	80,000.00	80,000.00
Sundry Income / 2002 surplus	7,000.00	15,399.19		
Unbudgeted Department grant		18,000.00		
<b>TOTAL REVENUE</b>	<b>544,700.00</b>	<b>592,919.82</b>	<b>744,350.00</b>	<b>846,700.00</b>
<b>EXPENSES</b>				
<b>UTILITIES</b>				
Electricity	35,000.00	39,508.99	45,000.00	45,000.00
Water & Sewer	5,000.00	2,853.33	3,000.00	4,000.00
Heating	35,000.00	51,491.42	50,000.00	50,000.00
<b>TOTAL UTILITIES</b>	<b>75,000.00</b>	<b>93,853.74</b>	<b>98,000.00</b>	<b>99,000.00</b>
<b>OPERATING</b>				
Food & Kitchen Supplies	86,000.00	88,711.44	110,000.00	122,500.00
Linen Supplies	1,000.00	161.24	1,000.00	1,000.00
Cleaning & Janitorial Supplies	7,500.00	8,704.95	10,000.00	12,000.00
Lodge Equip non Capital purchases	39,000.00	48,262.10	25,000.00	20,000.00
Activity supplies			5,000.00	5,000.00
Rent	192,000.00	189,270.33	200,000.00	200,000.00
Sundry Operating	1,000.00	231.55	1,000.00	1,000.00
Waste Removal	2,500.00	1,708.30	2,500.00	2,500.00
Gst paid	7,500.00	10,392.88	10,000.00	10,000.00
<b>TOTAL OPERATING</b>	<b>336,500.00</b>	<b>347,669.04</b>	<b>364,500.00</b>	<b>369,000.00</b>
<b>MAINTENANCE</b>				
Maintenance	20,000.00	35,685.27	50,000.00	35,000.00
<b>ADMINISTRATION</b>				
Wages	420,000.00	437,148.85	486,500.00	520,000.00
Office Supplies & Postage	2,500.00	2,359.31	3,500.00	4,000.00
Telephone & communications	4,000.00	3,931.88	5,000.00	5,000.00
Audit Fees	4,000.00	4,053.61	4,000.00	4,000.00
Insurance	3,500.00	8,126.50	4,500.00	5,000.00
Staff travel	1,500.00	1,409.71	2,000.00	2,000.00
Board Member Honoraiums & Expenses	8,000.00	7,735.72	8,000.00	8,000.00
Conference/Staff Training	4,000.00	1,987.91	4,000.00	4,000.00
Memberships	750.00	750.00	1,200.00	1,200.00
Office Furniture & Equipment	2,000.00	2,075.26	2,500.00	2,500.00
Sundry	2,000.00	1,689.04	2,000.00	2,000.00
<b>TOTAL ADMINISTRATION EXPENSES</b>	<b>452,250.00</b>	<b>471,267.79</b>	<b>523,200.00</b>	<b>557,700.00</b>
<b>2003 deficit</b>			<b>28,324.00</b>	
Capital Purchases	68,000.00	65,916.80	50,000.00	50,000.00
General Capital Reserve			25,000.00	25,000.00
<b>TOTAL REVENUE</b>	<b>544,700.00</b>	<b>592,919.82</b>	<b>744,350.00</b>	<b>846,700.00</b>
<b>TOTAL EXPENSES</b>	<b>951,750.00</b>	<b>1,014,392.64</b>	<b>1,139,024.00</b>	<b>1,135,700.00</b>
<b>TOTAL OPERATING DEFICIT</b>	<b>- 407,050.00</b>	<b>- 421,472.82</b>	<b>394,674.00</b>	<b>289,000.00</b>
<b>MUNICIPAL REQUISITIONS</b>	<b>- 407,050.00</b>	<b>407,050.00</b>	<b>394,674.00</b>	



## STAFF ORGANIZATIONAL CHART

### MACKENZIE HOUSING MANAGEMENT BOARD

#### CHIEF ADMINISTRATIVE OFFICER

#### Community Housing

Residential Property Manger  
1 admin support  
1.5 maintenance

#### Lodge

Lodge Manager  
.5 admin support  
1 activity coordinator  
1 lodge assistant 2 supervisor  
5.5 F/T/E lodge assistant 2's  
lodge assistant supervisor  
6.5 F/T/E lodge assistants  
1 cook supervisor  
3 cooks  
1 maintenance

Accounting is provided by contract to community housing and lodge.





# M.D. of Mackenzie No. 23 Council Request For Decision

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	March 23, 2004
Originated By:	Paul Driedger Director of Planning, Emergency and Enforcement Services
Title:	<b>Delegation La Crete Skateboard Park Committee</b>
Agenda Item No:	5. b)

## BACKGROUND / PROPOSAL:

With the increased amount of community members skateboarding and utilizing our streets for skateboarding a community committee was established to initiate a program for safe skateboarding.

## DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Information to be presented at the Council meeting.

## COSTS / SOURCE OF FUNDING:

N/A

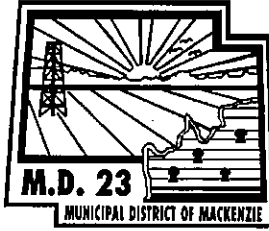
## RECOMMENDED ACTION (by originator):

MOTION

For Discussion.

Review:	Dept.	Agence C.A.O.	AMD
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## M.D. of Mackenzie No. 23 Request for Decision

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	March 23, 2004
Originated By:	Michel Savard Director of Operational Services
Title:	<b>Rural Water Services Board – Delegation</b>
Agenda Item No:	5. c)

### BACKGROUND / PROPOSAL:

La Crete Chamber of Commerce in conjunction with the Rural Water Co-op Steering Committee initiated a new round of discussions with M.D. administration and PFRA regarding the establishment of rural water service within the M.D. As a result of the meetings in La Crete and Fort Vermilion, a delegation was formed with the intent of forming a "Rural Water Services Board". Administration has drafted a "Terms of Reference" based on information collected by the Steering Committee.

The "Rural Water Services Board" would be comprised of eight elected members that would equally represent rural Fort Vermilion and rural La Crete, plus two members from M.D. Council. The Board would make recommendations regarding policies and establishment of rural water service.

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The establishment of the Board would be a compromise between a co-operative and municipally run system. This compromise would allow the Steering Committee to form a board that would allow for equal input from its members and would eliminate the lengthy process of setting up a co-op, but still give its members input over the direction of the rural water services.

The M.D. will retain ownership and responsibility for securing financing, construction and maintenance of the pipeline. This project can only proceed if grants or municipal funding is secured.

Having this board established would allow the process to continue and ensure that all the information is available for the anticipated grants this summer.



COSTS / SOURCE OF FUNDING:

Meetings – 8 Members X 9 months X \$125 = \$9000.00 (March to Dec.)  
Travel & Subsistence - \$1000.00

RECOMMENDED ACTION (by originator):

Motion 1

That the M.D. of Mackenzie proceed with the rural water pipeline as a municipal project.

Motion 2

That a Rural Water Services Board be established as set out in the Terms of Reference.

Author: J. Gabriel	Review: 	Dept. Operations	C.A.O. 
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# **Municipal District of Mackenzie**

## **Rural Water Services Board**

### **Terms of Reference**

1. Board Mandate:

Rural Water Services Board is established to provide recommendations to Council in determining options and feasibility of providing rural residences with a rural water pipeline. Hereinafter it shall be referred to as the "Board".

2. Board Members:

The Board shall be comprised of the following:

- Two council members.
- Eight members at large - Four representing Fort Vermilion rural area; and  
Four representing La Crete rural area
- Members at large shall be appointed by Council for a three year term.
- Chairman and vice-chairman position to be elected annually.

3. Board Objective, Scope of Activities, and Duties:

The Board shall:

- Meet quarterly, or as required.
- Move forward on issues and recommendations based on consensus.
- Research options for rural water service in conjunction with PFRA and M.D. administration.
- Research of information and establish policies/procedures.
- Recommend the feasibility of services to be provided.
- Negotiate with outside suppliers of water for supply and rates. (Town of High Level, Beaver First Nation)
- Recommend water rates and connection fees to council.
- Canvass rural homeowners for support of project.





4. Reporting Structure:

- The Board shall report directly to Council through its members.
- The Board shall provide information to the public as needed.

5. Administrative and Financial Support:

The M.D. of Mackenzie Shall:

- Provide administrative and financial support.
- Assist in areas such as grant applications and engineering.

6. Remuneration

- Members at large appointed by Council are to be remunerated and to be paid for all expenses as per Bylaw No. 372/03.



# M.D. of Mackenzie No. 23 Council

## Request For Decision

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	March 23, 2004
Originated By:	Paul Driedger Director of Planning, Emergency and Enforcement Services
Title:	<b>PUBLIC HEARING</b> <b>Bylaw 407/04 Land Use Bylaw Amendment</b> <b>Pt. NW 19-109-19-W5</b> <b>Highway Development District "HD" to</b> <b>Agricultural District 1 "A1"</b>
Agenda Item No:	(b.a)

### BACKGROUND / PROPOSAL:

The applicant is requesting to re-zone part of the NW 19-109-19-W5 from Highway Development District "HD" back to Agricultural District "A1" to accommodate an existing residential yardsite.

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The Highway Development zoning was done to support a development that has never transpired. The owner is in the process of subdividing the existing yardsite and requires the proposed parcel to be rezoned back to Agricultural District 1 "A1" to accommodate his residential yardsite, which is not allowed in the Highway Development District.

A subdivision application cannot proceed unless it meets proper zoning. Highway Development District "HD" allows for only the following:

#### Permitted Use

- (1) Extensive agriculture and farm building.

#### Discretionary Uses

- (1) Ancillary building and use.
- (2) Automobile sales (Bylaw 226/00)
- (3) Bulk fuel sales.
- (4) Convenience store.
- (5) Highway maintenance yard.
- (6) Institutional and public use.
- (7) Motels, hotels.
- (8) Public use.

Review:

*AMD*

Dept. *PLANNING*

*Aerick*  
C.A.O.

*AMD*



**PUBLIC HEARING**

**Bylaw 407/04 Land Use Bylaw Amendment**

**Pt. NW 19-109-19-W5**

**Highway Development District "HD" to Agricultural 1 "A1"**

- (9) Recreation Vehicle Park.
- (10) Restaurant.
- (11) Security Suite
- (12) Service station (Bylaw 181/99).

A single-family dwelling is not allowed under this zoning, to allow for the subdivision application to proceed it needs to be rezoned back to Agriculture District 1.

**COSTS / SOURCE OF FUNDING**

Not applicable

**RECOMMENDED ACTION (by originator):**

**MOTION 1**

That second reading be given to Bylaw 407/04 being a bylaw to re-zone Part of NW 19-109-19-W5M from Highway Development District "HD" to Agricultural District 1 "A1".

**MOTION 2**

That third reading be given to Bylaw 407/04 being a bylaw to re-zone Part of NW 19-109-19-W5M from Highway Development District "HD" to Agricultural District 1 "A1".

Review:

*fmo*

Dept:

*PLANNING*

*Acrink*  
C.A.O.

*fmo*



**MD of Mackenzie**

**PUBLIC HEARING FOR LAND USE BYLAW AMENDMENT**

**BYLAW \_\_\_\_\_**

**Order of Presentation**

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

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

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

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

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

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

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

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

**REMARKS/COMMENTS:**





**BYLAW NO. 407/04**

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

**TO AMEND THE  
MUNICIPAL DISTRICT OF MACKENZIE NO. 23 LAND USE BYLAW**

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

**WHEREAS**, the Municipal District of Mackenzie No. 23 has a Municipal Development Plan, and

**WHEREAS**, the Council of the Municipal District of Mackenzie No. 23, in the Province of Alberta, has deemed it desirable to amend the Municipal District of Mackenzie No. 23 Land Use Bylaw to accommodate an existing residential yardsite on the subject property within the Municipal District of Mackenzie No. 23.

**NOW THEREFORE**, THE COUNCIL OF THE MUNICIPAL DISTRICT OF MACKENZIE NO. 23, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, HEREBY ENACTS AS FOLLOWS:

- 1. That the land use designation of the subject parcel known as Part of the NW 19 -109-19-W5M, in the Municipal District of Mackenzie No. 23 be amended from Highway Development District "HD1" to Agricultural District 1 "A1", as shown in Schedule "A" hereto attached.**

First Reading given on the \_\_\_\_\_ day of \_\_\_\_\_, 2004.

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

\_\_\_\_\_  
Barbara Spurgeon, Executive Assistant

Second Reading given on the \_\_\_\_\_ day of \_\_\_\_\_, 2004.



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

\_\_\_\_\_  
Barbara Spurgeon, Executive Assistant

Third Reading and Assent given on the \_\_\_\_\_ day of \_\_\_\_\_, 2004.

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

\_\_\_\_\_  
Barbara Spurgeon, Executive Assistant

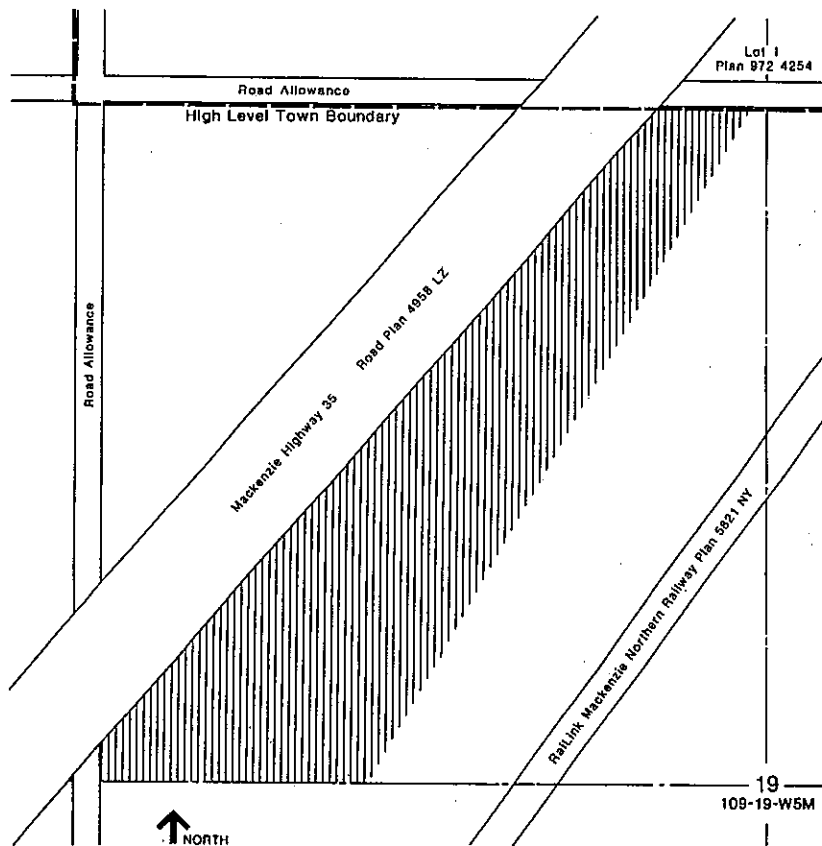


SCHEDULE "A"

BYLAW No. 407/04

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

Part of NW 19-109-19-W5 within the Municipal District of Mackenzie to be amended from Highway Development District "HD" to Agricultural District 1 "A1".



From: Highway Development District "HD"

To: Agricultural District 1 "A1"

Bill Neufeld, Reeve

Barbara Spurgeon, Executive Assistant

EFFECTIVE THIS DAY \_\_\_\_\_ OF \_\_\_\_\_, 2004.





# LAND USE BYLAW AMENDMENT APPLICATION

APPLICATION NO. 407/04

NAME OF APPLICANT <u>KENT CROUCHER</u> (MALTAIS GEOMATICS INC.)		
ADDRESS <u>Box 89</u>		
TOWN <u>HIGH LEVEL AB</u>		
POSTAL CODE <u>T0H 1Z0</u>	PHONE (RES.)	BUS. <u>926-4123</u>

COMPLETE IF DIFFERENT FROM APPLICANT		
NAME OF REGISTER OWNER <u>MICHAEL LEA</u> (HIGH LEVEL CONSTRUCTION)		
ADDRESS <u>Box 360</u>		
TOWN <u>HIGH LEVEL, AB.</u>		
POSTAL CODE <u>T0H 1Z0</u>	PHONE (RES.)	BUS. <u>926-4288</u>

LEGAL DESCRIPTION OF THE LAND AFFECTED BY THE PROPOSED AMENDMENT

QTR./LS. <u>MW</u>	SEC <u>19</u>	TWP. <u>100</u>	RANGE <u>19</u>	M. <u>S.</u>	OR	PLAN	BLK	LOT
-----------------------	------------------	--------------------	--------------------	-----------------	----	------	-----	-----

LAND USE CLASSIFICATION AMENDMENT PROPOSED:

FROM: HD. TO: A1

REASONS SUPPORTING PROPOSED AMENDMENT:

The subject property was rezoned to support a development that was cancelled. The current use of the land is residential with a business (High Level Construction) which has not changed and will be the future use of the parcel. The current use of the land is not one of the uses under HD zoning and therefore should be rezoned back to it's original zoning.

The land is currently in the process of being subdivided and the zoning must change before the subdivision will pass. (APPLICATION IS AT YOUR OFFICE).

I/WE HAVE ENCLOSED THE REQUIRED APPLICATION FEE OF \$ \$50.00

RECEIPT NO. \_\_\_\_\_

[Signature]  
APPLICANT

JAN 8, 2003 2004  
DATE

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

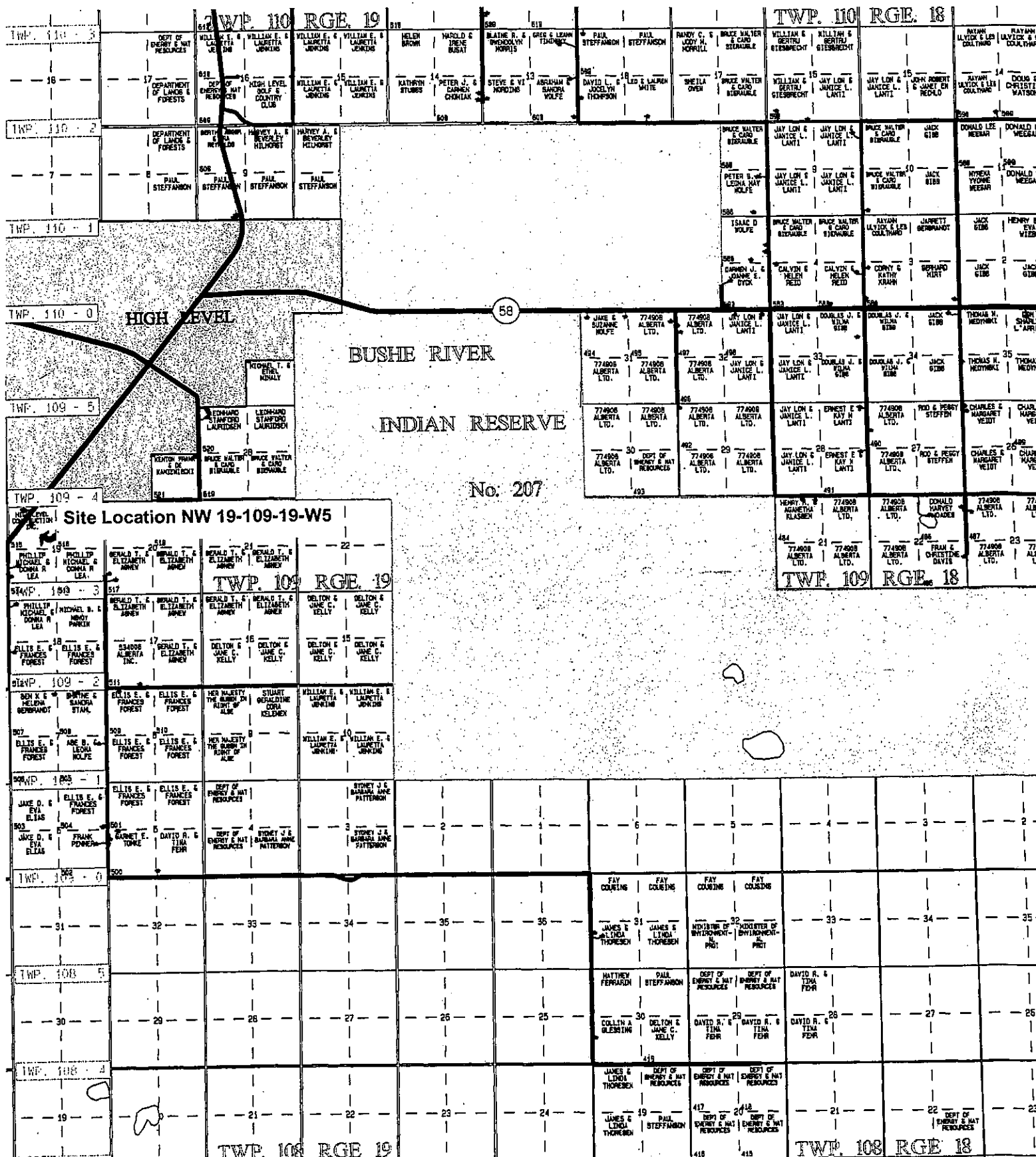
[Signature]  
REGISTERED OWNER

Jan 13/04  
DATE





# Location Plan



No. 207

**Site Location NW 19-109-19-W5**

TWP. 108 RGE. 19

TWP. 108 RGE. 18



TWP 112

TWP 111

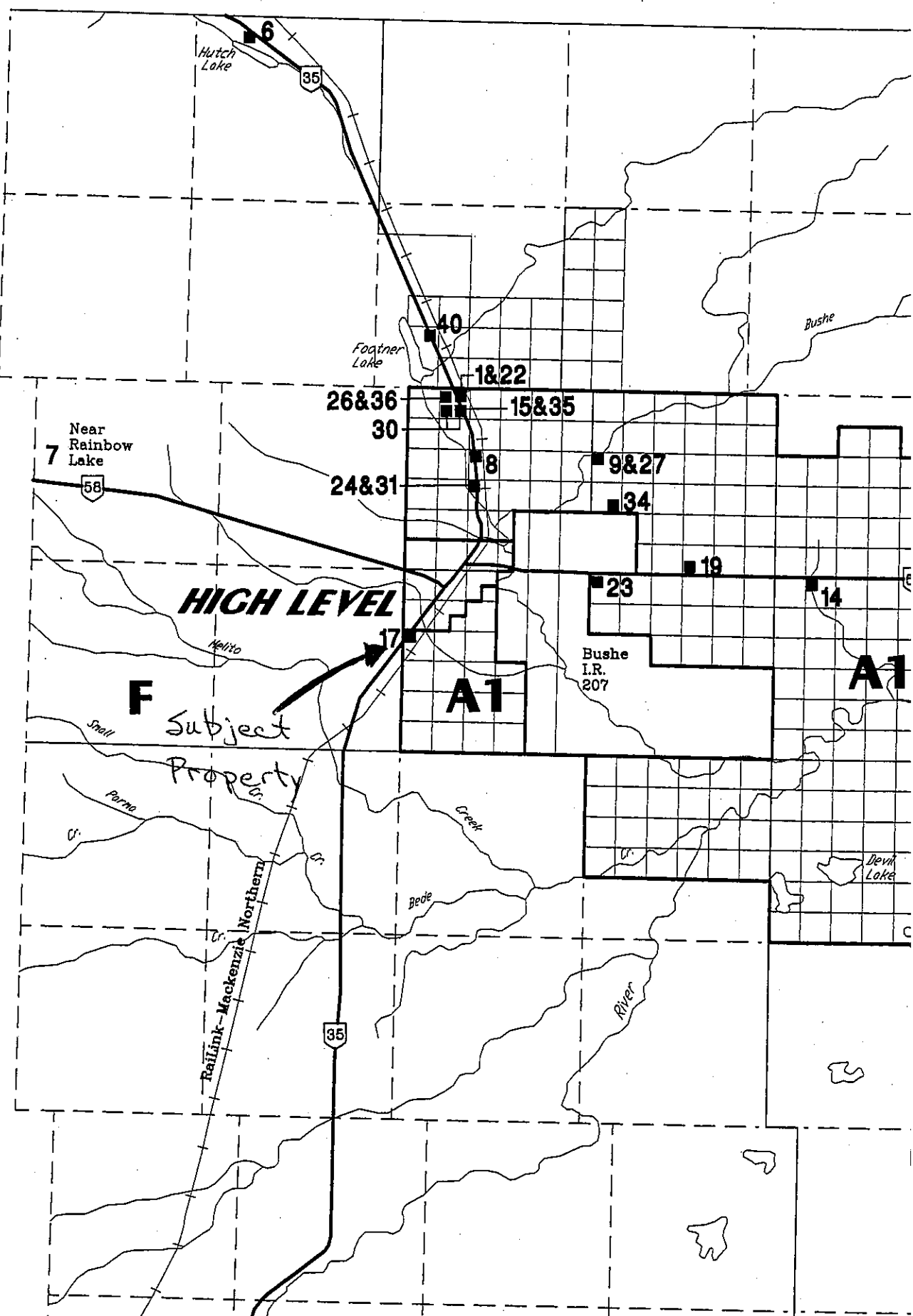
TWP 110

TWP 109

TWP 108

TWP 107

TWP 106



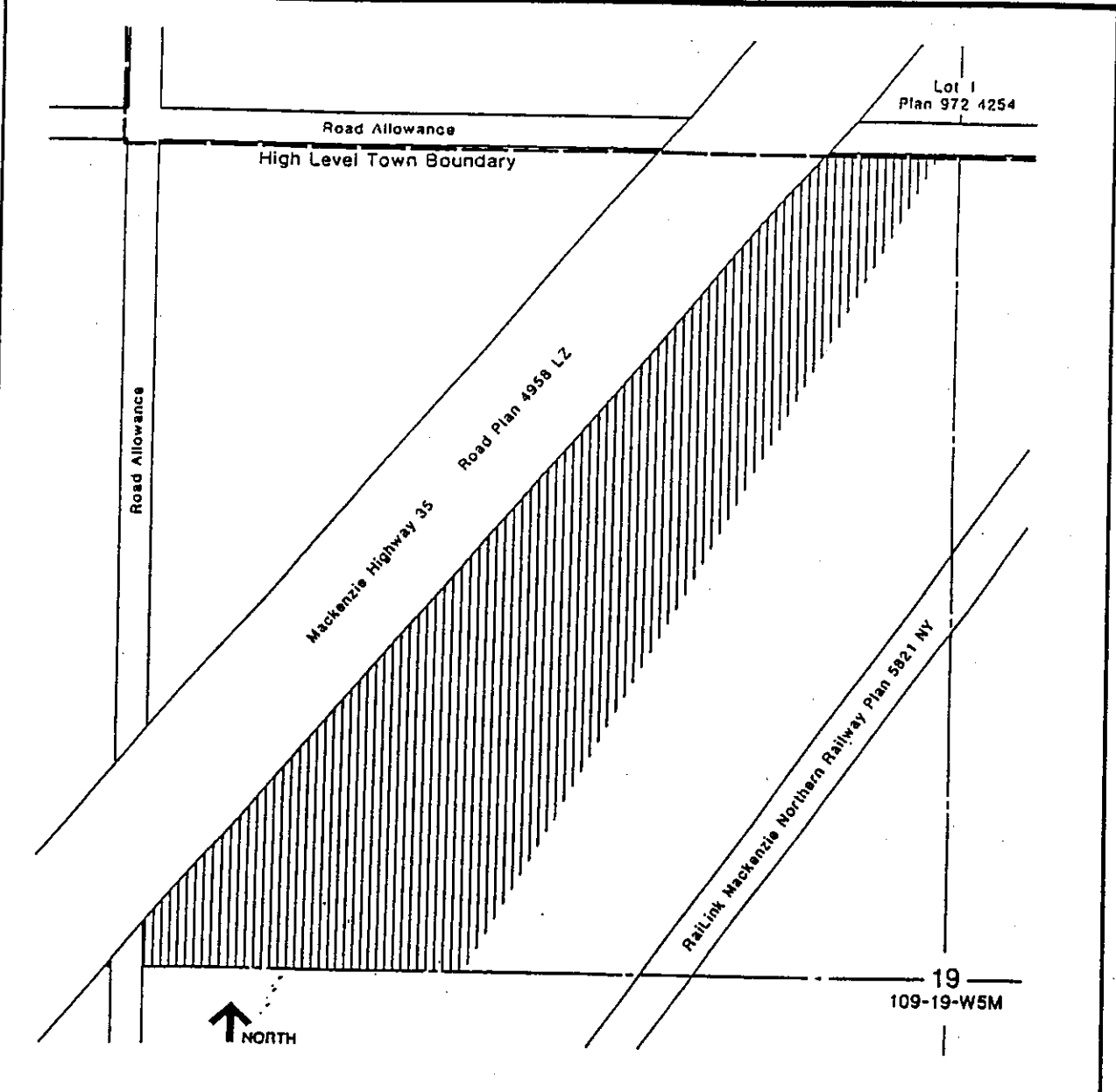


# Municipal District No. 23 Land Use Bylaw District Map Detail Map 17



Bylaw No. 238/00

April 2001



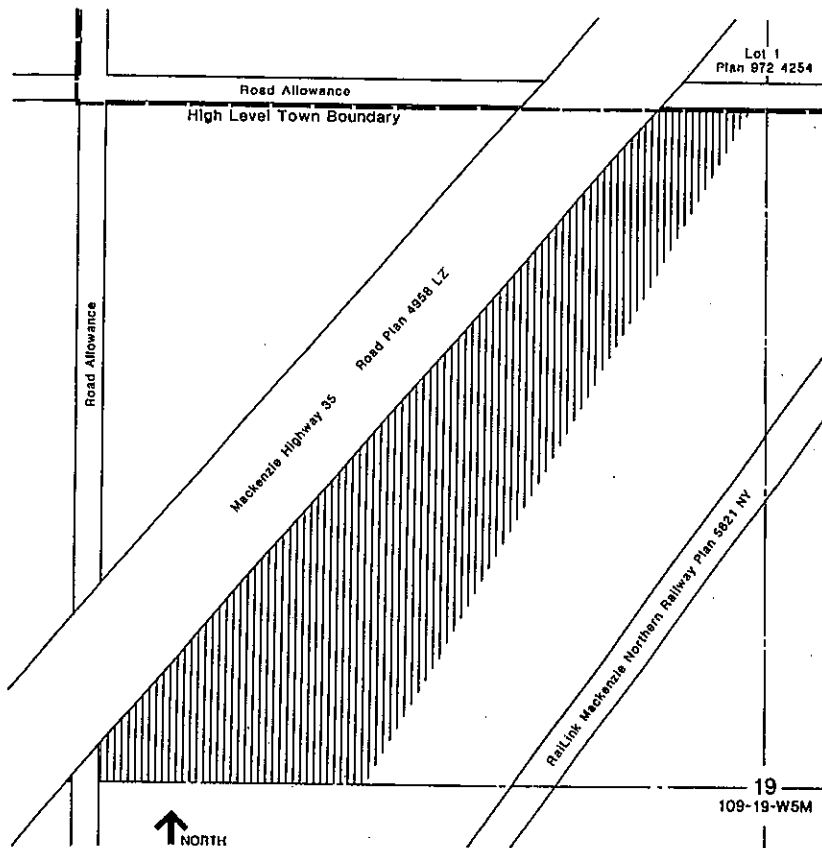
FROM Agricultural District 1 [A1]  
TO Highway Development District (HD)



**NOTICE OF PUBLIC HEARING  
PROPOSED LAND-USE BYLAW NO 407/04  
MUNICIPAL DISTRICT OF MACKENZIE NO. 23**

Pursuant to the Municipal Government Act, being Chapter M-26 of the Statutes of Alberta, notice is hereby given that the Council of the Municipal District of Mackenzie No. 23 will hold a public hearing prior to the second reading of Bylaw No. 407/04 for an amendment to Land-Use Bylaw No.093/97. The proposed amendment is:

That the land use designation of the subject land known as Part of NW-19-109-19-W5M in the Municipal District of Mackenzie No. 23 be amended from Highway Development District "HD" to Agriculture District 1 "A1". This amendment, if adopted, would permit the subdivision of the existing residence within the Municipal District of Mackenzie No. 23.



The Public Hearing is to be held at 6:00pm, Tuesday, March 23, 2004 in the Municipal District of Mackenzie Council Chamber in Fort Vermilion. The proposed bylaw may be viewed at the Municipal District of Mackenzie No. 23 Office in Fort Vermilion during regular office hours. Please submit written submissions to the Development Officer prior to 4:30 PM, Friday March 22, 2004. If you have any questions regarding the hearing, or the bylaw, please call the Municipal District's Development Officer at 927-3718.





# M.D. of Mackenzie No. 23 Council Request For Decision

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	March 23, 2004
Originated By:	Paul Driedger Director of Planning, Emergency and Enforcement Services
Title:	<b>PUBLIC HEARING</b> <b>Bylaw 408/04 Land Use Bylaw Amendment</b> <b>Plan 2938RS, Block 01, Lot 04, Fort Vermilion</b> <b>Hamlet Residential District 1 "HR1" to</b> <b>Hamlet Commercial District 1 "HC1"</b>
Agenda Item No:	6. b)

## BACKGROUND / PROPOSAL:

The applicant is requesting to re-zone part of Plan 2938RS, Block 01, Lot 04 from Hamlet Residential District "HR1" back to Hamlet Commercial 1 "HC1".

## DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Part of Plan 2938RS, Block 01, Lot 04 was zoned to Hamlet Residential District 1 "HR1" on June 06, 2001 to accommodate a residential dwelling in conjunction with their existing business. However the land has changed ownership and the new owners would like to rezone the area back to Hamlet Commercial District 1 "HC1" to allow expansion of the current business.

The lot is adjacent to Hamlet Commercial District on the west side, and Hamlet Residential District on the east side. The current business is a retail store that does not have adequate space for any future growth.

The general purpose of this district is to permit commercial development in downtown or core areas of established hamlets.

### A. DISCRETIONARY USES

- (1) Ancillary building or use.
- (2) Bus depot.

Review: <i>PMO</i>	Dept. <i>PLANNING</i>	<i>Acme</i> C.A.O. <i>PMO</i>
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**PUBLIC HEARING**

**Bylaw 408/04 Land Use Bylaw Amendment**

**2938RS, Block 1, Lot 4**

**Hamlet Residential District "HR1" to Hamlet Commercial District "HC1"**

- (3) Dwelling unit in conjunction with a discretionary use provided it is incorporated in the same building and the total floor area of the dwelling unit shall be less than the floor area for the other use
- (4) Intensive recreation.
- (5) Laundromat.
- (6) Motel or hotel.
- (7) Personal service establishment.
- (8) Professional office.
- (9) Public use.
- (10) **Recycling facility (bylaw 130/98)**
- (11) Restaurant.
- (12) Retail Store.

The applicant currently resides in the dwelling unit above the business and the total floor area of the dwelling unit is less than the floor area for the other use. Therefore there is no need for a residential area within this lot.

RECOMMENDED ACTION (by originator):

**MOTION 1**

That second reading be given to Bylaw 408/04 being a bylaw to re-zone Part of Plan 2938RS, Block 01, Lot 04 from Hamlet Residential District "HR1" to Hamlet Commercial District 1 "HC1".

**MOTION 2**

That third reading be given to Bylaw 408/04 being a bylaw to re-zone Part of Plan 2938RS, Block 01, Lot 04 from Hamlet Residential District "HR1" to Hamlet Commercial District 1 "HC1".

Review:

*PMO*

Dept.

*PLANNING*

*ACORNH*  
C.A.O.

*PMO*



**MD of Mackenzie**

**PUBLIC HEARING FOR LAND USE BYLAW AMENDMENT**

**BYLAW \_\_\_\_\_**

**Order of Presentation**

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

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

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

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

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

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

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

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

**REMARKS/COMMENTS:**



**BYLAW NO. 408/04**

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

**TO AMEND THE  
MUNICIPAL DISTRICT OF MACKENZIE NO. 23 LAND USE BYLAW**

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

**WHEREAS**, the Municipal District of Mackenzie No. 23 has a Municipal Development Plan, and

**WHEREAS**, the Council of the Municipal District of Mackenzie No. 23, in the Province of Alberta, has deemed it desirable to amend the Municipal District of Mackenzie No. 23 Land Use Bylaw to accommodate an existing commercial expansion on the subject property within the Municipal District of Mackenzie No. 23.

**NOW THEREFORE**, THE COUNCIL OF THE MUNICIPAL DISTRICT OF MACKENZIE NO. 23, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, HEREBY ENACTS AS FOLLOWS:

- 1. That the land use designation of the subject parcel known as Plan 2938RS, Block 01, Lots 04, in the Hamlet of Fort Vermilion, in the Municipal District of Mackenzie No. 23 be amended from Hamlet Residential District 1 "HR1" to Hamlet Commercial District 1 "HC1", as shown in Schedule "A" hereto attached.**

First Reading given on the \_\_\_\_\_ day of \_\_\_\_\_, 2004.

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

\_\_\_\_\_  
Barbara Spurgeon, Executive Assistant

Bill

Second Reading given on the \_\_\_\_\_ day of \_\_\_\_\_, 2004.





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

\_\_\_\_\_  
Barbara Spurgeon, Executive Assistant

Third Reading and Assent given on the \_\_\_\_\_ day of \_\_\_\_\_, 2004.

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

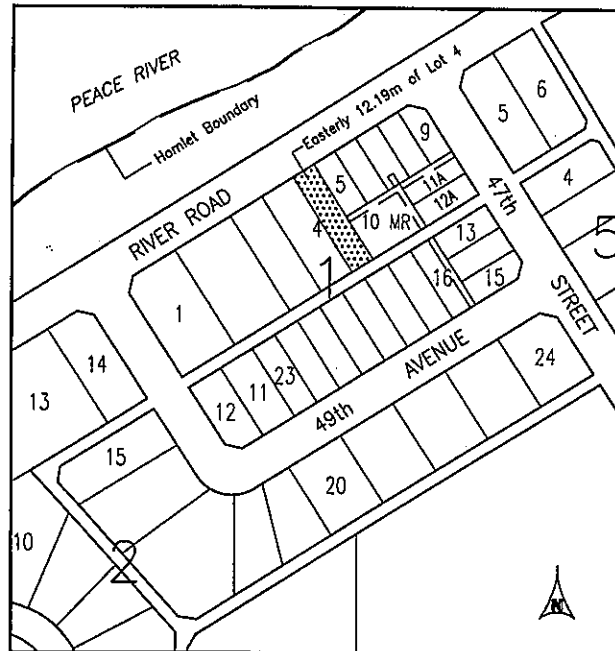
\_\_\_\_\_  
Barbara Spurgeon, Executive Assistant



**SCHEDULE "A"**  
**BYLAW No. 408/04**

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

Part of Lot 4, Block 1, Plan No. 2938RS, as depicted below, be amended from Hamlet Residential District 1 "HR1" to Hamlet Commercial District 1"HC1":



FROM: Hamlet Residential District 1 "HR1"

To: Hamlet Commercial District 21"HC1"

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

\_\_\_\_\_  
Barbara Spurgeon, Executive Assistant

EFFECTIVE THIS DAY \_\_\_\_\_ OF \_\_\_\_\_, 2004.





PO Box 640  
Fort Vermilion, AB T0H 1W0

ATTN: Liane Lambert

# LAND USE BYLAW AMENDMENT APPLICATION

APPLICATION NO. 408/04

COMPLETE IF DIFFERENT FROM APPLICANT

NAME OF APPLICANT <u>RIVERSIDE RETAIL</u>		
ADDRESS <u>4711 RIVER ROAD</u>		
TOWN <u>FORT VERMILION, ALTA.</u>		
POSTAL CODE <u>T0H 1W0</u>	PHONE (RES.)	BUS. <u>927-2360</u>

NAME OF REGISTER OWNER <u>SAME</u>		
ADDRESS		
TOWN		
POSTAL CODE	PHONE (RES.)	BUS.

LEGAL DESCRIPTION OF THE LAND AFFECTED BY THE PROPOSED AMENDMENT

4711 - River Rd.

QTR./LS.	SEC.	TWP.	RANGE	M.
----------	------	------	-------	----

OR PLAN 2938RS BLK 1 LOT 4

LAND USE CLASSIFICATION AMENDMENT PROPOSED:

FROM: HR-1 TO: HC

REASONS SUPPORTING PROPOSED AMENDMENT:

To rezone back to a commercial lot.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I/WE HAVE ENCLOSED THE REQUIRED APPLICATION FEE OF \$ 150.00

RECEIPT NO. \_\_\_\_\_

APPLICANT \_\_\_\_\_

DATE \_\_\_\_\_

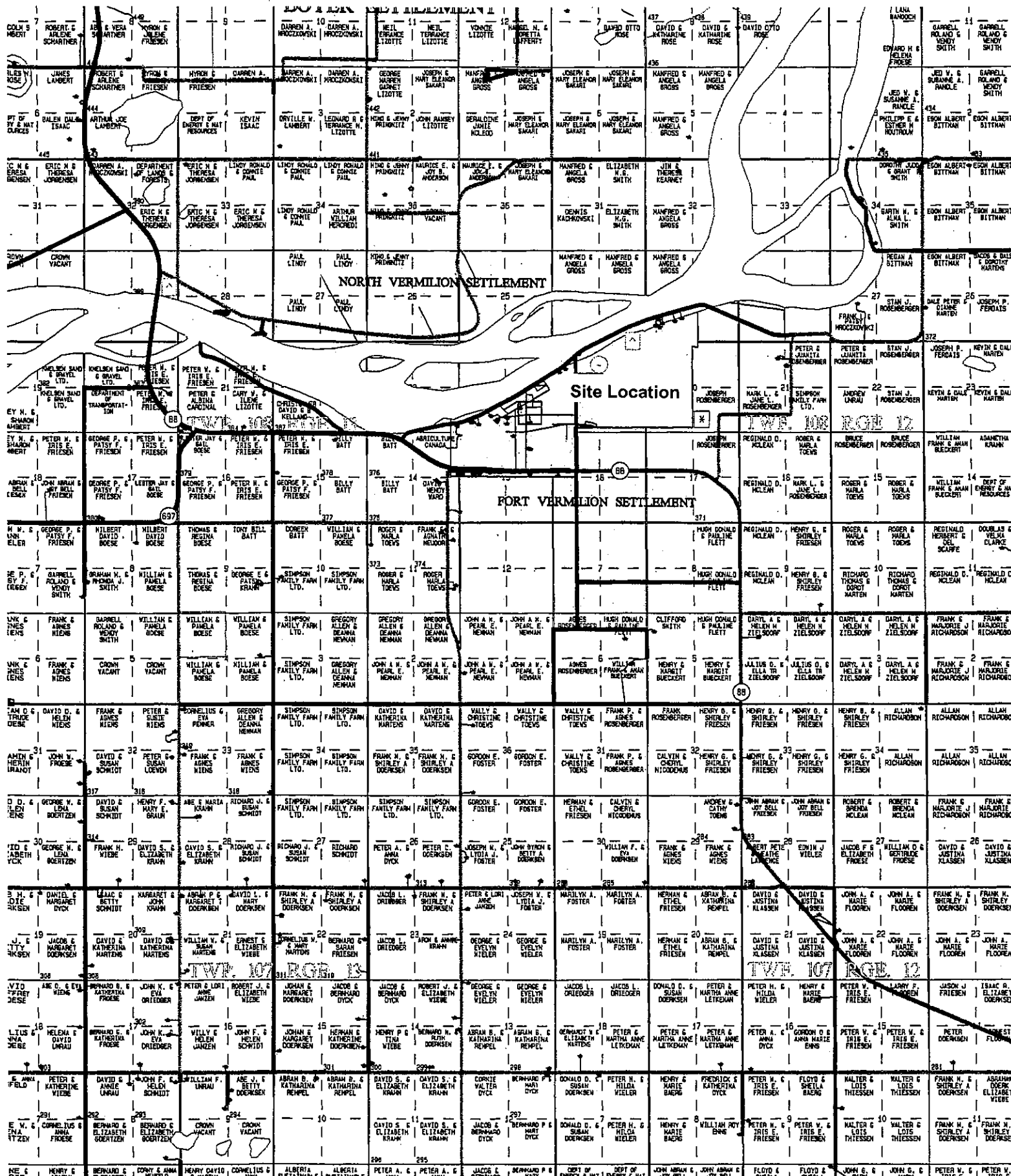
NOTE: REGISTERED OWNER'S SIGNATURE REQUIRED IF DIFFERENT FROM APPLICANT.

Terry Obed  
REGISTERED OWNER

JAN 19-04  
DATE



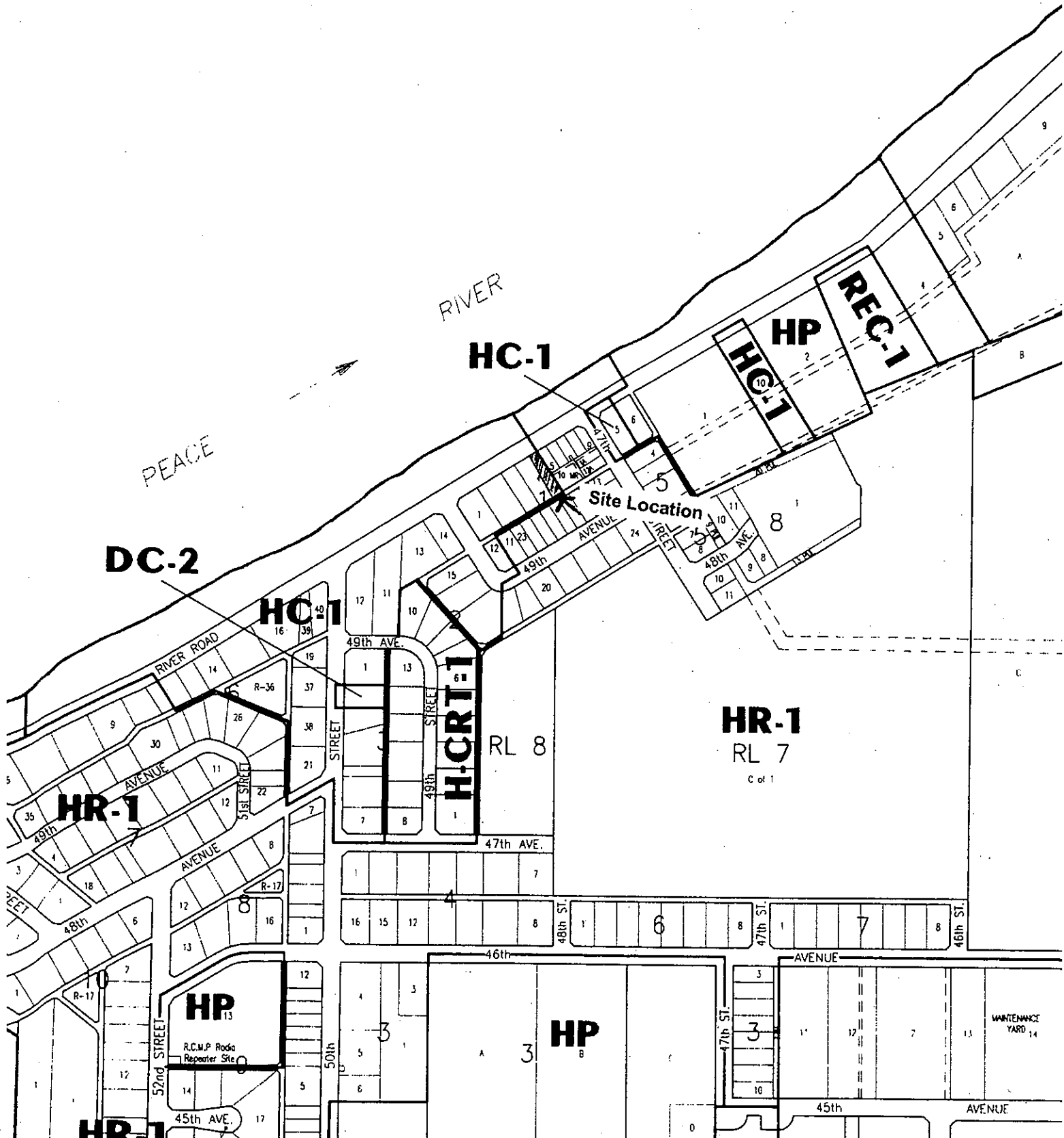
# Location Plan







# Zoning Map

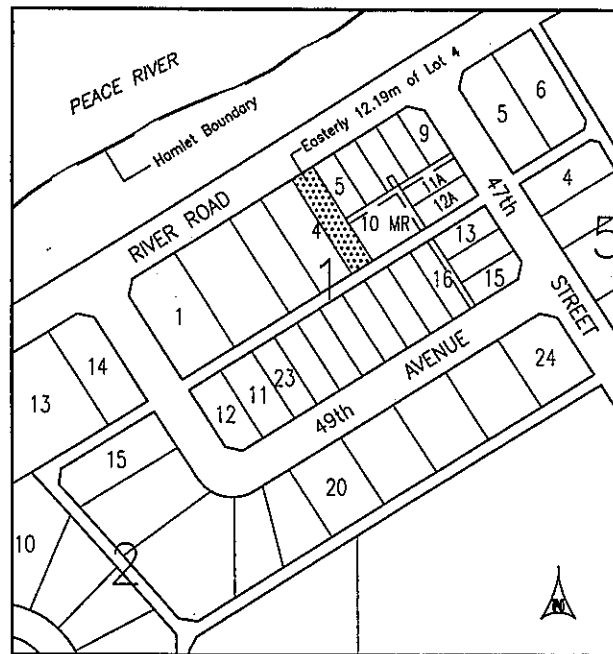




**NOTICE OF PUBLIC HEARING  
PROPOSED LAND-USE BYLAW NO 408/04  
MUNICIPAL DISTRICT OF MACKENZIE NO. 23**

Pursuant to the Municipal Government Act, being Chapter M-26 of the Statutes of Alberta, notice is hereby given that the Council of the Municipal District of Mackenzie No. 23 will hold a public hearing prior to the second reading of Bylaw No. 408/04 for an amendment to Land-Use Bylaw No.093/97. The proposed amendment is:

That the land use designation of the subject land known as Part of Lot 4, Block 1, Plan No. 2938RS in the Municipal District of Mackenzie No. 23 be amended from Hamlet Residential District 1 "HR1" to Hamlet Commercial District 1 "HC1": This amendment, if adopted, will accommodate an existing commercial expansion on the subject property within the Municipal District of Mackenzie No. 23.



The Public Hearing is to be held at 6:00pm, Tuesday, March 23, 2004 in the Municipal District of Mackenzie Council Chamber in Fort Vermilion. The proposed bylaw may be viewed at the Municipal District of Mackenzie No. 23 Office in Fort Vermilion during regular office hours. Please submit written submissions to the Development Officer prior to 4:30 PM, Friday March 22, 2004. If you have any questions regarding the hearing, or the bylaw, please call the Municipal District's Development Officer at 927-3718.



# M.D. of Mackenzie No. 23 Council Request For Decision

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	March 23, 2004
Originated By:	Paul Driedger Director of Planning, Emergency and Enforcement Services
Title:	<b>PUBLIC HEARING</b> <b>Bylaw 409/04 Land Use Bylaw Amendment</b> <b>Plan 882 1687, Block 06, Lot 01, Zama</b> <b>Hamel Commercial District 2 "HC2" to</b> <b>Direct Control District 2 "DC2"</b>
Agenda Item No:	6.C)

## BACKGROUND / PROPOSAL:

The applicant is requesting to re-zone Plan 882 1687, Block 06, Lot 01 from Hamlet Commercial District 2 "HC2" to Direct Control District 2 "DC2".

## DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

On June 9, 1999 an existing liquor store located on plan 882 1687, Block 06, Lot 01 was closed. The current owner would like to reopen this liquor store, which requires rezoning to Direct Control District 2 "DC2" to accommodate this type of development.

The general purpose of Direct Control is to control and regulate the development of adult type businesses.

### A. Discretionary Uses

- (1) Adult entertainment business
- (2) Liquor store
- (3) Pawn shop
- (4) Funeral Home (Morgue)
- (5) All uses that require approval from Alberta Gaming and Liquor Commission, with the exception of occasional licenses not exceeding 72 hours.

Review: <i>pmo</i>	Dept. <i>PLANNING</i>	<i>Acting</i> C.A.O. <i>pmo</i>
--------------------	-----------------------	------------------------------------



**PUBLIC HEARING**

**Bylaw 409/04 Land Use Bylaw Amendment**

**882 1687, Block 06, Lot 1**

**Hamlet Commercial District 2 "HC2" to Direct Control District 2 "DC2"**

**C. SPECIAL PROVISIONS**

- (1) When making a decision on a development permit application, Council shall take into account the compatibility of the proposed land use with surrounding land uses and the character of the community.
- (2) These types of businesses shall not be located within 152.4 metres (500 feet) of a church, education institution, park, public facility or other similar uses unless otherwise approved by Council. **As well a church, education institution, park, day care facility or other similar use shall not be located within 152.4 metres (500 feet) of a direct control district. (Bylaw 181/99)**
- (3) Council shall be the development permit approving authority.
- (4) There is no appeal to the Subdivision and Development Appeal Board allowed in regards of a Council decision on a development permit application as stated in Section 641 of the Municipal Government Act, 1994.

The proposed location is not within the region of any of the said facilities in section C.2. Administration sees not concerns with the compatibility of the proposed land use with the surrounding land uses or the character of the community. The prior liquor store operated consecutively for several years with no apparent issues arising.

RECOMMENDED ACTION (by originator):

**MOTION 1**

That second reading be given to Bylaw 409/04 being a bylaw to re-zone Plan 882 1687, Block 06, Lot 01 from Hamlet Commercial District 2 "HC2" to Direct Control District 2 "DC2".

**MOTION 2**

That third reading be given to Bylaw 409/04 being a bylaw to re-zone Plan 882 1687, Block 06, Lot 01 from Hamlet Commercial District 2 "HC2" to Direct Control District 2 "DC2".

Review: *AMO*

Dept. *PLANNING*

*A. Smith*  
C.A.O.

*AMO*





**MD of Mackenzie**

**PUBLIC HEARING FOR LAND USE BYLAW AMENDMENT**

**BYLAW \_\_\_\_\_**

**Order of Presentation**

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

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

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

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

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

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

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

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

**REMARKS/COMMENTS:**



**BYLAW NO. 409/04**

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

**TO AMEND THE  
MUNICIPAL DISTRICT OF MACKENZIE NO. 23 LAND USE BYLAW**

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

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

**WHEREAS**, the Council of the Municipal District of Mackenzie No. 23, in the Province of Alberta, has deemed it desirable to amend the Municipal District of Mackenzie No. 23 Land Use Bylaw to accommodate a Liquor Store on the subject property within the Municipal District of Mackenzie No. 23.

**NOW THEREFORE**, THE COUNCIL OF THE MUNICIPAL DISTRICT OF MACKENZIE NO. 23, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, HEREBY ENACTS AS FOLLOWS:

- 1. That the land use designation of the subject parcel known as Plan 882 1687, Block 06, Lots 01, in the Hamlet of Zama, in the Municipal District of Mackenzie No. 23 be amended from to Hamlet Commercial District 2 "HC1" to Direct Control District 2 "DC2", as shown in Schedule "A" hereto attached.**

First Reading given on the \_\_\_\_\_ day of \_\_\_\_\_, 2004.

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

\_\_\_\_\_  
Barbara Spurgeon, Executive Assistant

Second Reading given on the \_\_\_\_\_ day of \_\_\_\_\_, 2004.



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

\_\_\_\_\_  
Barbara Spurgeon, Executive Assistant

Third Reading and Assent given on the \_\_\_\_\_ day of \_\_\_\_\_, 2004.

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

\_\_\_\_\_  
Barbara Spurgeon, Executive Assistant

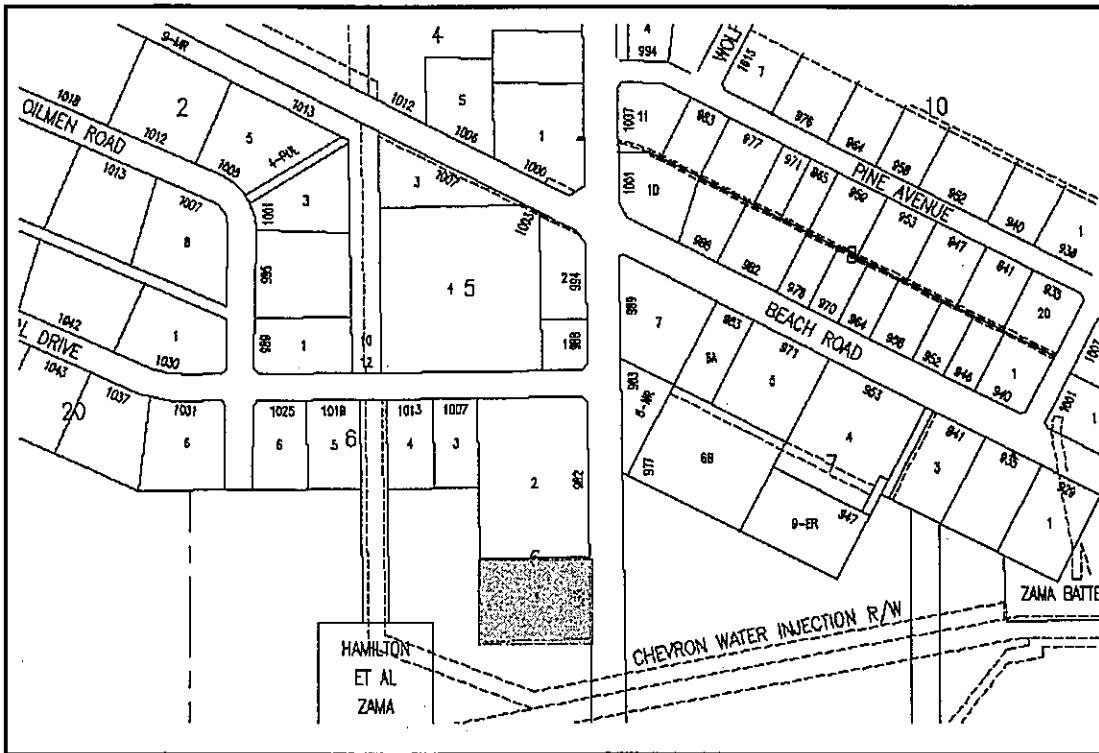


SCHEDULE "A"

BYLAW No. 409/04

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

Plan 882 1687, Block 6, Lot 1 in the Hamlet of Zama be amended from Hamlet Commercial District 2 "HC2" to Direct Control District 2 "DC2".



From: Hamlet Commercial District 2 "HC2"

To: Direct Control District 2 "DC2"

Bill Neufeld, Reeve

Barbara Spurgeon, Executive Assistant

EFFECTIVE THIS DAY \_\_\_\_\_ OF \_\_\_\_\_, 2004.







PO Box 640  
Fort Vermilion, AB T0H 1W0

ATTN: Liane Lambert

# LAND USE BYLAW AMENDMENT APPLICATION

APPLICATION NO. 409/04

NAME OF APPLICANT <u>416617 ALTA LTD</u>		
ADDRESS <u>Box 700</u>		
TOWN <u>Fort Vermilion</u>		
POSTAL CODE <u>T0H 1N0</u>	PHONE (RES.) <u>78-927-4696</u>	BUS. <u>SOME</u>

COMPLETE IF DIFFERENT FROM APPLICANT

NAME OF REGISTER OWNER <u>ALVA BOE</u>		
ADDRESS <u>Box 700</u>		
TOWN <u>Fort Vermilion ALTA</u>		
POSTAL CODE <u>T0H 1N0</u>	PHONE (RES.) <u>927-4696</u>	BUS.

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

QTR./LS.	SEC.	TWP.	RANGE	M.	OR	PLAN <u>382 1687</u>	BLK <u>5</u>	LOT <u>1</u>
----------	------	------	-------	----	----	----------------------	--------------	--------------

### LAND USE CLASSIFICATION AMENDMENT PROPOSED:

FROM: Hamlet Commercial 2 "HC2" TO: Direct Control 2 "DC2"

### REASONS SUPPORTING PROPOSED AMENDMENT:

TO RE-OPEN RETAIL LIQUOR STORES

I/WE HAVE ENCLOSED THE REQUIRED APPLICATION FEE OF \$ 150.00

RECEIPT NO. \_\_\_\_\_

APPLICANT

DATE

JAN 16/04

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

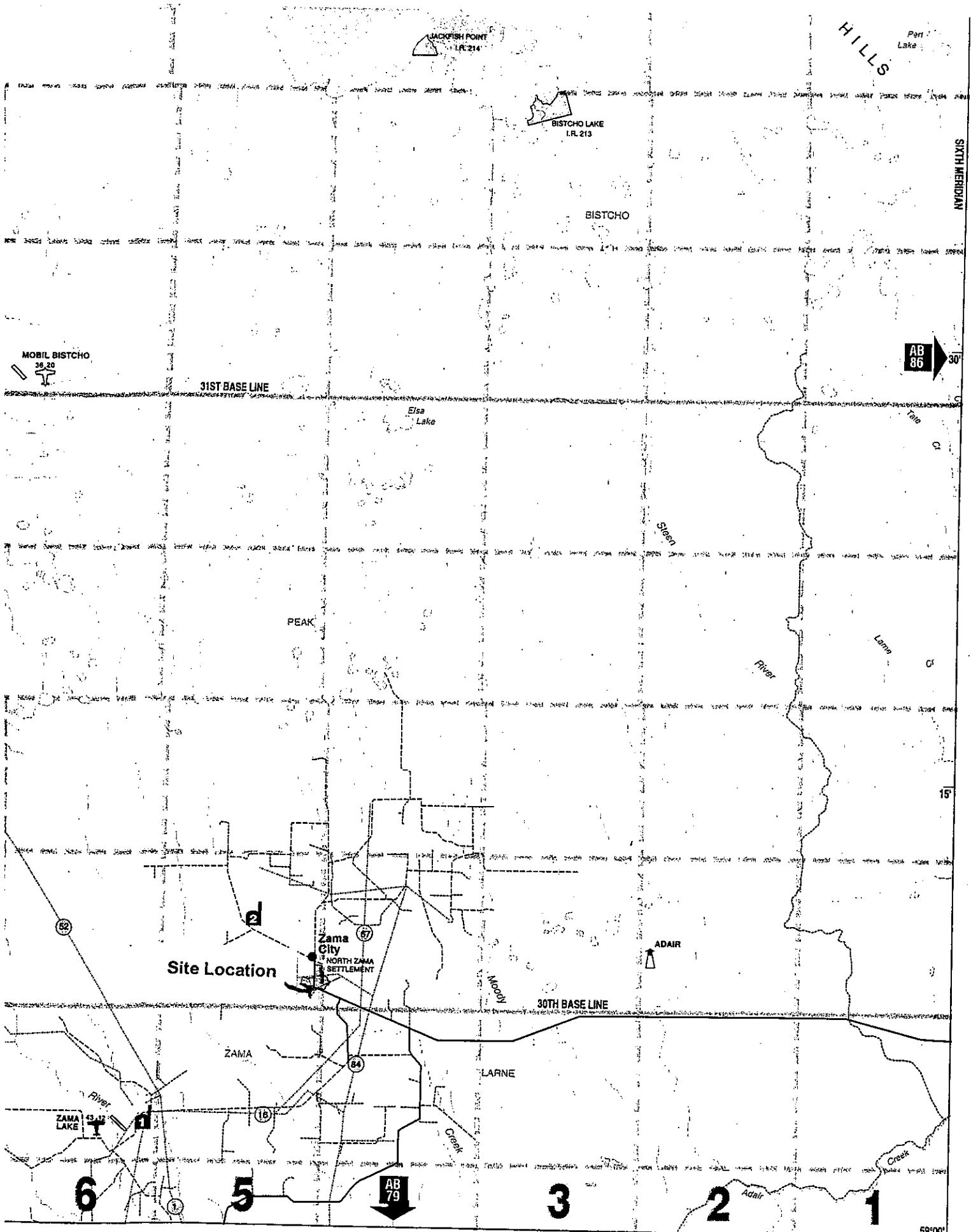
REGISTERED OWNER

DATE

ORVPT

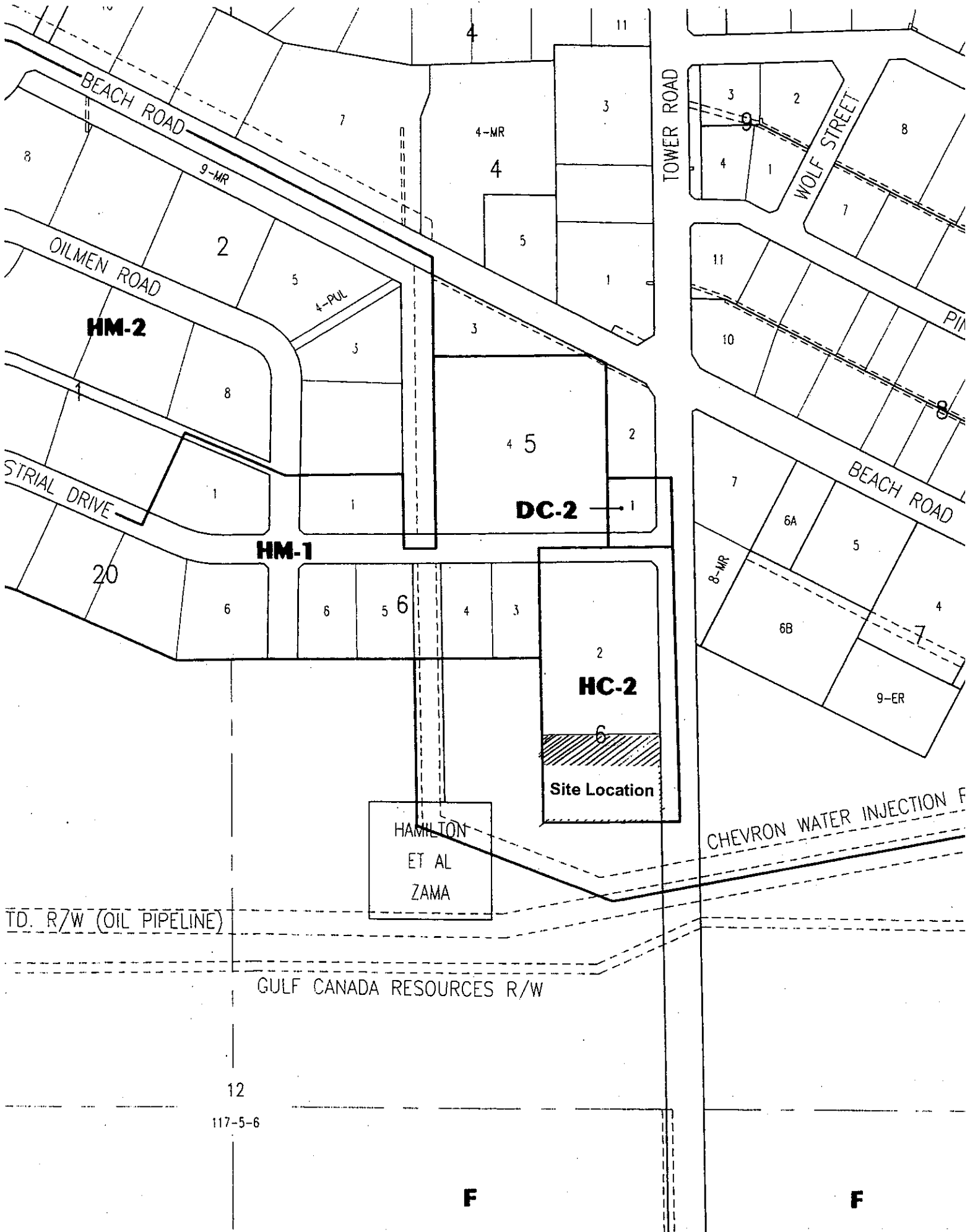


# Location Plan





# Zoning Map



12  
117-5-6

**F**

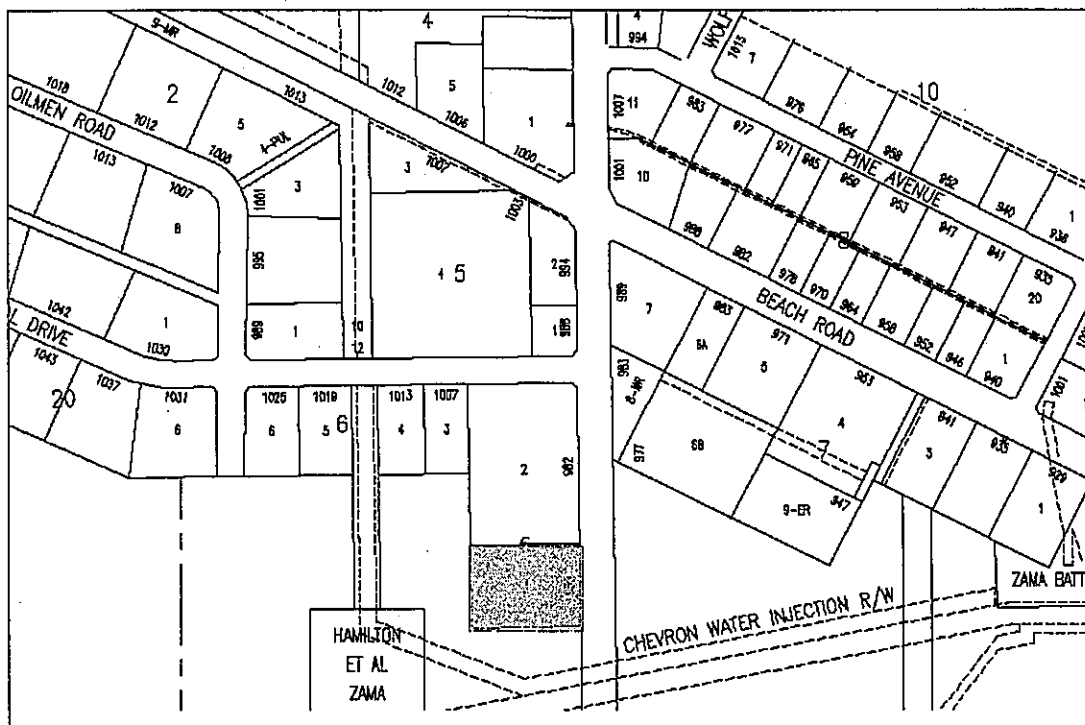
**F**



**NOTICE OF PUBLIC HEARING  
PROPOSED LAND-USE BYLAW NO 409/04  
MUNICIPAL DISTRICT OF MACKENZIE NO. 23**

Pursuant to the Municipal Government Act, being Chapter M-26 of the Statutes of Alberta, notice is hereby given that the Council of the Municipal District of Mackenzie No. 23 will hold a public hearing prior to the second reading of Bylaw No. 409/04 for an amendment to Land-Use Bylaw No.093/97. The proposed amendment is:

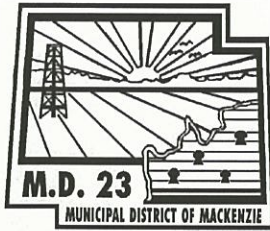
That the land use designation of the subject land known as Plan 882 1687, Block 06, Lots 01, in the Hamlet of Zama, in the Municipal District of Mackenzie No. 23 be amended from to Hamlet Commercial District 2 "HC1" to Direct Control District 2 "DC2": This amendment, if adopted, will accommodate a Liquor Store on the subject property within the Municipal District of Mackenzie No. 23.



The Public Hearing is to be held at 6:00pm, Tuesday, March 23, 2004 in the Municipal District of Mackenzie Council Chamber in Fort Vermilion. The proposed bylaw may be viewed at the Municipal District of Mackenzie No. 23 Office in Fort Vermilion during regular office hours. Please submit written submissions to the Development Officer prior to 4:30 PM, Friday March 22, 2004. If you have any questions regarding the hearing, or the bylaw, please call the Municipal District's Development Officer at 927-3718.







# M.D. of Mackenzie No. 23

## Request For Decision

Meeting:	<b>Regular Council</b>
Meeting Date:	March 23, 2004
Originated By:	Michel Savard, Director of Operational Services
Title:	BF78185
Agenda Item No:	10

### BACKGROUND / PROPOSAL:

The 2003 capital budget included funding for repair of BF78185, located at NW 5-109-17-5 (along Rocky Lane River Road). This project was not completed and therefore the funding was carried forward to 2004.

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Tenders for repairs to this bridge closed on February 25, 2004. 5 contractors bid on the project. The lowest tender was received from Ruskin Construction Ltd. at \$108,000.05.

### COSTS / SOURCE OF FUNDING:

The original estimate of \$60,000 that the budget was based on was a class "A" estimate. The major reason for the increase in costs is because the initial estimate was produced solely on the 2001 BIM (bridge inspection and maintenance form). Upon Alberta Transportation's letter of authorization, EXH proceeded in completing a detail engineering analysis of the bridge site and determined additional work was required. From the engineering investigation EXH provided a class "C" estimate of \$174,971.25.

Since the tendering process has been completed, the revised estimated cost is \$154,698.85. A summary of costs is as follows:

	AT	MD
Original budget amount	\$55,000	\$5,000
AT Authorization (April 25, 2003)	\$68,766	
Construction/Site Occ. Bonus/ Contingency	(90,247.39)	(24,052.67)
Engineering	(34,049.00)	(1,844.00)
GST	-----	(4,505.79)
Subtotal	\$124,296.39	\$30,402.46
Difference (\$68,766 – \$124,296.39)	(55,530.39)	(\$25,405.46)

Author: B. Wiebe

Review: 

Dept. Op. Services

  
C.A.O.





In order to proceed with the repairs, Council will need to approve additional funding for this project. Alberta Transportation has already authorized construction (see attached letter).

The "Bridge Repair" project in the capital budget consists of repairs to 4 bridges (78185, 75877, 81336, and 76738). BF78185 is the only one that has been approved by Alberta Transportation to date. The repairs to the remaining 3 bridges have not been scheduled by AT yet (see attached letter). The budgeted M.D. funding for these remaining 3 bridges is \$45,000.

Since it is highly unlikely that the other bridge repairs will be completed in 2004 we are proposing that a portion of the \$45,000 allocated to those repairs be used to complete BF78185. Funding for bridge files 75877, 81336, and 76738 will be budgeted for during the 2005 budget deliberations.

RECOMMENDED ACTION (by originator):

That the change of scope for Bridge Repairs (6-32-30-47) be changed from:

	MD Funding	AT Funding
BF78185	\$5,000	\$55,000
BF75877	\$10,000	\$30,000
BF81336	\$30,000	\$145,000
BF76738	\$5,000	\$5,000

To:

BF78185	\$30,500	\$125,000
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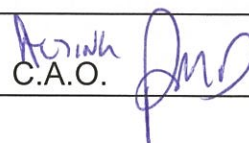
with the balance of funds to be carried forward to 2005.

Author: B. Wiebe

Review:

Dept. Op. Services

C.A.O.





*John  
FyI*

February 26, 2004

M.D. of Mackenzie No. 23  
Box 1690, Bag 3  
La Crete, AB  
T0W 2H0

*File  
with*

ATTENTION: Mr. Mike Savard

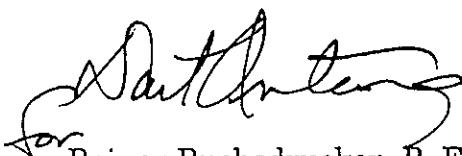
RE: Bridge File No. 78185 (Boyer River)  
Bridge Pile Cap and Corbel Replacement and Other Work  
Contract No. 3003052

Tenders have been received from a total of five (5) contractors for the above noted project on February 25, 2004. The low bidder is Ruskin Construction Ltd. with a total tender value of \$ 108,000.05.

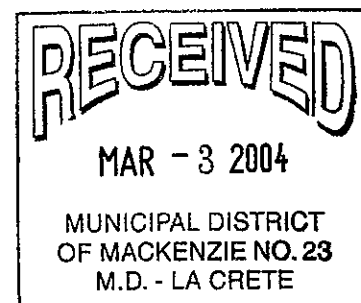
We are requesting your council's decision regarding the awarding of this contract to Ruskin Construction Ltd. Please also find attached a suggested letter and backup information, all of which should be reviewed and if acceptable, placed on your letterhead and faxed to Mr. Ajit Paramapathy, (A.T., Peace River) requesting permission to award the contract to Ruskin Construction Ltd.

Should you require any additional information or clarification please contact this office.

Yours truly,

*for*  


Reiner Buchsdrucker, P. Eng.  
EXH Engineering Services Ltd.



Attachments

cc: Owen Salava, EXH Engineering Services Ltd.  
James Morgan, P. Eng., EXH Engineering Services Ltd.  
Jeff Johnston, EXH Engineering Services Ltd.





**PEACE REGION**  
Office of the Regional Director

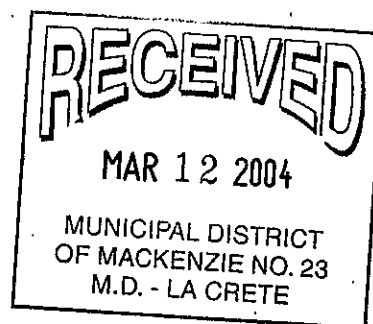
Room 301, Provincial Building  
Bag 900-29  
Peace River, AB T8S 1T4

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

Our File: PMB 012/04

March 10, 2004

Mr. Mike Savard, R.E.T., R.P.T., (Eng.)  
Director of Operational Services  
Municipal District of Mackenzie No. 23  
Box 640  
Fort Vermilion AB  
T0H 1N0



Dear Mr. Savard,

**RE: Approval to Award Contract**  
**Bridge File 78185**

Thank you for your letter of February 26, 2004, requesting the awarding of the contract for the repair of Bridge File 78185. Alberta Transportation has reviewed this request and approves the award of the contract to the lowest bidder, Ruskin Construction Ltd., in the amount of \$108,000.05 (including site occupancy).

The Municipality is responsible for any GST. Alberta Transportation's share of the project costs will be according to the GAP-01 Guidelines and current Department standards. An agreement to pay Alberta Transportation's share of the project costs "in trust" will be forwarded to you shortly.

Please keep the Department informed of the schedule for the pre-construction meeting, the work and the final inspection so that the Department may observe the project at various phases. A certificate from your Consultant that states the work has been completed in accordance with the plans and specifications approved by the Department must be submitted upon completion of the project.

I look forward to the successful completion of this project and if you have any questions please contact Ajit Paramapathy, Bridge Manager, at (780) 624-6280.

Yours truly,



John Engleder, P.Eng.  
Regional Director

AP:DS

cc: Ajit Paramapathy, Bridge Manager, Peace Region, Alberta Transportation  
James Morgan, P. Eng., EXH Engineering Services Ltd., Red Deer

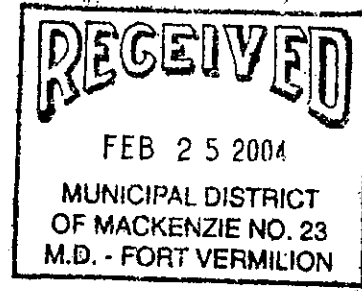




Our File: 2180-23-B

February 13, 2004

Mr. Jason Gabriel  
Project Services Technologist  
Municipal District of Mackenzie No. 23  
Box 1690  
La Crete, AB  
T0H 2H0



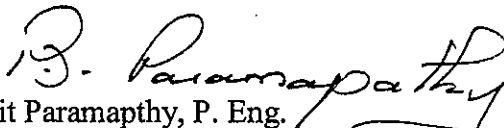
Dear Mr. Gabriel:

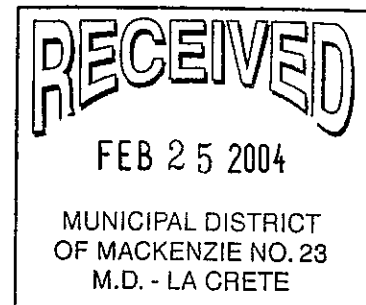
**RE: Engineering Proposals for BF 75877, 76738 and 81336**

Thank you for your letter of February 4, 2004 regarding the engineering proposals for the above noted bridge projects. Alberta Transportation has reviewed the request to approve engineering for Bridge Files 75877, 76738 and 81336. At this time these projects do not rank high enough on our provincial local road bridge program to qualify for design engineering funding. The Department will keep the proposals on hand and review this request again in the summer of 2004 when all of the 2005 to 2007 municipal bridge request lists have been received and reviewed. Alberta Transportation will contact you if and when funding is available to begin engineering design for Bridge Files 75877, 76738 and 81336.

Thank you for your considerations in this matter and if you have any concerns please contact me at (780) 624-6280.

Sincerely,

  
Ajit Paramapathy, P. Eng.  
Bridge Manager



cc: Donald Saunders, E.I.T., Bridge Engineer, Alberta Transportation, Peace Region  
James Morgan, P. Eng., EXH Engineering Services Ltd., Red Deer



# M.D. of Mackenzie No. 23

## Request For Decision

Meeting:	<b>Regular Council</b>
Meeting Date:	March 23, 2004
Originated By:	Paul Driedger, Director Planning, Emergency and Enforcement Services
Title:	<b>Bylaw 416/04 – Land Use Bylaw Amendment to Rezone From Agricultural District 1 “A1” to Rural Country Residential District 2 “RC2” NW 21-110-19-W5M</b>
Agenda Item No:	11.a)

### BACKGROUND / PROPOSAL:

The applicant is requesting to re-zone a part of NW 21-110-19-W5M from Agricultural District 1 “A1” to Rural Country Residential District 2 “RC2”. The owner's want to rezone the 26 acres adjacent to Highway 35 so that it can be subdivided into 5 acre parcels and sold.

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The rezoning complies to the M.D. of Mackenzie Land Use Bylaw. After Council passes first reading, the bylaw will be sent to the Town of High Level for comments in accordance with the Inter-Municipal Development Plan.

The intent of the M.D. of Mackenzie Land Use Bylaw Rural Country Residential District 2 “RC2” and its uses are as follows:

#### **5.3.C RURAL COUNTRY RESIDENTIAL DISTRICT 2 “RC2”.**

The general purpose of this district is to provide for the development of multi-lot country residences.

#### **A. PERMITTED USES**

- (1) Mobile Home.

#### **B. DISCRETIONARY USES**

- (1) Single Family Dwelling.
- (2) Modular Homes.

Review:

*AMO*

Dept. *PLANNING*

*ACTING  
C.A.O.*

*AMO*



- (3) Ancillary building or use.
- (4) Bed and breakfast.
- (5) Home based business.
- (6) Public use.
- (7) Garden suite.

**C. LOT AREA**

(1) Country Residential Uses:

- a) Minimum Lot Area: 1.2 hectares (3.0 acres).
- b) Maximum Lot Area: up to 2.02 hectares (5 acres) unless otherwise approved by the Subdivision Authority.

**D. MINIMUM FRONT YARD SETBACK**

Lot fronting onto a provincial highway or local road:

40.8 metres (134 feet) from right of way.

Lot fronting onto an internal subdivision road:

15.24 metres (50 feet) from right of way.

**E. MINIMUM SIDE YARD SETBACK**

7.6 metres (25 feet) from property line, or

in the case of a corner site the width of the side yard adjoining the side street shall not be less than 15.24 metres (50 feet), or


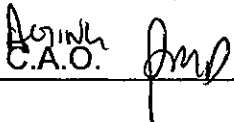
15.2 metres (50 feet) from property line adjacent to "Agricultural" or "Forestry" districts.

**F. MINIMUM REAR YARD SETBACK**

7.6 metres (25 feet), or

15.2 metres (50 feet) from property line adjacent to "Agricultural" or "Forestry" districts.

**G. ADDITIONAL REQUIREMENTS**

Review: 	Dept.	 C.A.O.
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
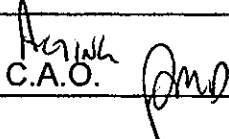
- (1) Buildings shall be either of new construction or moved in unless otherwise require by the Development Officer. Exterior finish to be wood, metal, or similar siding, brick or stucco to the satisfaction of the Development Officer. The finish and appearance of buildings should complement other structures and natural site features.
- (2) All mobile homes to be factory built with walls of pre-finished baked enamel aluminium siding, vinyl siding or the equivalent and peaked shingled roof, to the satisfaction of the Development Officer.
- (3) If mobile homes are placed upon a basement, solid footings and concrete or wood block foundation wall or skirting should be required so that the appearance, design and construction will compliment the mobile home. The undercarriage of the mobile home shall be screened from view.
- (4) All ancillary structures to mobile homes, such as patios, porches, additions, etc., shall be factory prefabricated units, or of a quality equivalent thereto, so that the appearance, design and construction will compliment the mobile home.
- (5) All areas on a mobile home lot not developed by walkways, driveways or parking aprons shall be grassed and landscaped to the satisfaction of the Development Officer.

#### **H. THE KEEPING OF ANIMALS**

A maximum of one non-domestic animal per 3-acres or 2 non-domestic animals per 5 acres.

#### **I. REZONING REQUIREMENTS**

- (1) In order to ensure a firm commitment for development has been received the following are requirements for the rezoning application:
  - (a) An Area Structure Plan for the parcel.
  - (b) A minimum of 10 parcels per rezoning application, or where the total area to be rezoned is less than 20.2 hectares (50 acres), the total developable area must be subdivided.
  - (c) The subdivision must have legal access that meets Municipal District of Mackenzie standards.
  - (d) Where the existing municipal road is not up to the standard required for the parcel, a road request or upgrade must be part of the subdivision application.

Review: 	Dept.	 C.A.O.
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- (2). Once approval has been granted, the developer shall have a period of one (1) year, or as required by the Development Authority, to develop the subdivision including, but not limited to, the installation of utilities, roads and plan registration.

**J. SUBDIVISION REQUIREMENTS**

1. The Developer shall enter into a Developer's Agreement with the Municipality for payment of off-site levies, if required, for rural multi-lot subdivisions.
2. No subdivision shall be approved unless utility services, including water supply and sewage disposal, can be provided with sufficient capacity to accommodate development of the proposed parcel(s).
3. The Developer shall submit, along with his subdivision application, a Water Management Plan as required by the Water Act RSA 2000 Chapter W-3.
4. The Subdivision Authority may require a sewage collection report from a qualified plumbing inspector to ensure sewage disposal will not have a negative impact on the parcel and/or adjacent land or water resources.
5. Municipal Reserve money in the amount of 10% of market value of the proposed subdivision land or 10% land if required for parks or schools.



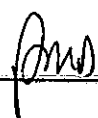
COSTS / SOURCE OF FUNDING:

N/A

RECOMMENDED ACTION (by originator):

**MOTION**

That first reading be given to Bylaw 416/04 to re-zone Pt. NW 21-110-19-W5M from Agricultural District 1 "A1" to Rural Country Residential District 2 "RC2".

Review: 	Dept.	 C.A.O.	
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**BYLAW NO. 416/04**

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

**TO AMEND THE  
MUNICIPAL DISTRICT OF MACKENZIE NO. 23 LAND USE BYLAW**

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

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

**WHEREAS**, the Council of the Municipal District of Mackenzie No. 23, in the Province of Alberta, has deemed it desirable to amend the Municipal District of Mackenzie No. 23 Land Use Bylaw to accommodate residential subdivisions.

**NOW THEREFORE**, THE COUNCIL OF THE MUNICIPAL DISTRICT OF MACKENZIE NO. 23, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, HEREBY ENACTS AS FOLLOWS:

- 1. That the land use designation of the subject parcel known as Part of NW 21-110-19-W5M, in the Municipal District of Mackenzie No. 23 be amended from Agricultural District 1 "A1" to Rural Country Residential District 2 "RC2".**

First Reading given on the \_\_\_\_\_ day of \_\_\_\_\_, 2004.

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

\_\_\_\_\_  
Barbara Spurgeon, Executive Assistant

Second Reading given on the \_\_\_\_\_ day of \_\_\_\_\_, 2004.



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

\_\_\_\_\_  
Barbara Spurgeon, Executive Assistant

Third Reading and Assent given on the \_\_\_\_\_ day of \_\_\_\_\_, 2004.

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

\_\_\_\_\_  
Barbara Spurgeon, Executive Assistant



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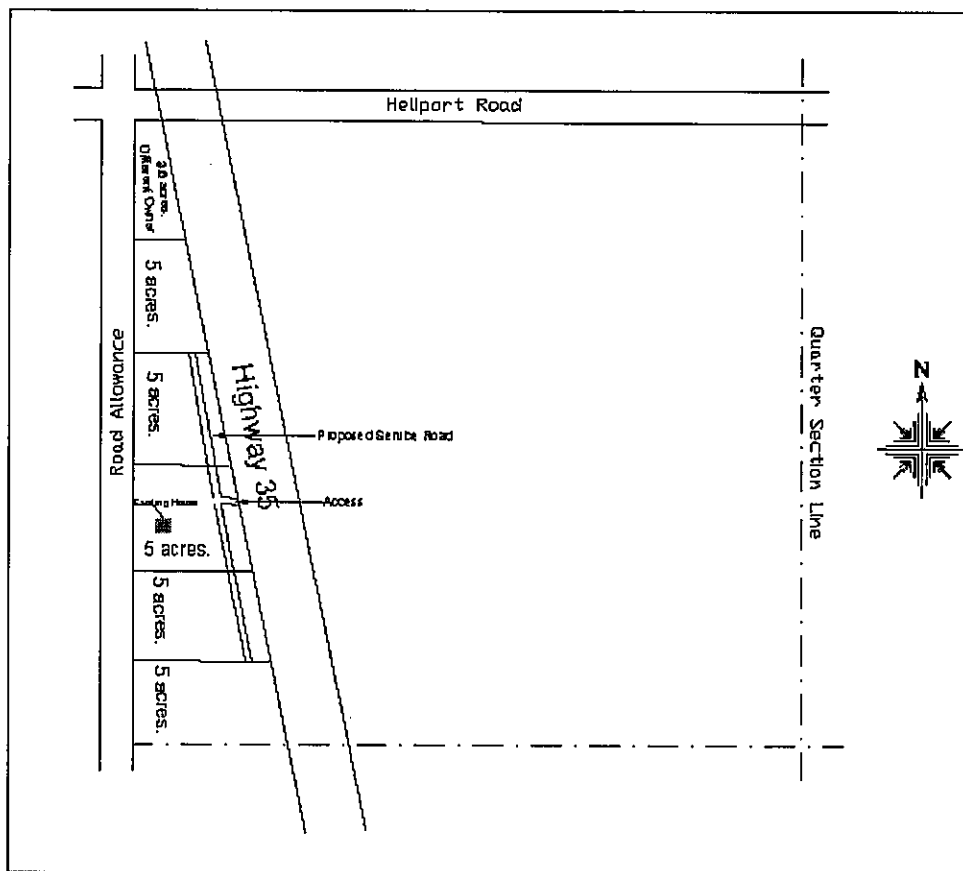
**SCHEDULE "A"**

**BYLAW No. 416/04**

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

Pt of NW 21-110-19-W5M, as depicted below, be amended from Agriculture District 1 "A1" to Rural Country Residential District 2 "RC2":



FROM: Agricultural District 1 "A1"  
TO: Rural Country Residential District 2 "RC2"

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Bill Neufeld, Reeve

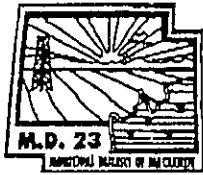
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Barb Spurgeon, Executive Assistant

EFFECTIVE THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2004.







Po Box 1690  
LA CRETE, AB TOH 240

# LAND USE BYLAW AMENDMENT APPLICATION

APPLICATION NO. \_\_\_\_\_

NAME OF APPLICANT		
ADDRESS <i>Same</i>		
TOWN		
POSTAL CODE	PHONE (RES.)	BUS.

COMPLETE IF DIFFERENT FROM APPLICANT		
NAME OF REGISTER OWNER		
ADDRESS <i>Willy Driedger</i>		
TOWN <i>Box 1451</i>		
POSTAL CODE <i>TOH 170</i>	PHONE (RES.) <i>780 926 4053</i>	BUS. <i>780 926 8883</i>

LEGAL DESCRIPTION OF THE LAND AFFECTED BY THE PROPOSED AMENDMENT

QTR./1/4 <i>NW</i>	SEC <i>21</i>	TWP. <i>110</i>	RANGE <i>19</i>	M. <i>05</i>	OR	PLAN	BLK	LOT
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LAND USE CLASSIFICATION AMENDMENT PROPOSED:

FROM: ~~26 acres~~ Agricultural TO: *Rural Country Residential*  
*5-5 acre pieces District 2 RC*

REASONS SUPPORTING PROPOSED AMENDMENT:

*We have no use for all 26 acres and so we want to  
subdivide it and turn it into cash.*

I/WE HAVE ENCLOSED THE REQUIRED APPLICATION FEE OF \$ 150.<sup>00</sup>

RECEIPT NO. \_\_\_\_\_

*[Signature]*  
APPLICANT

*Feb 4/04*  
DATE

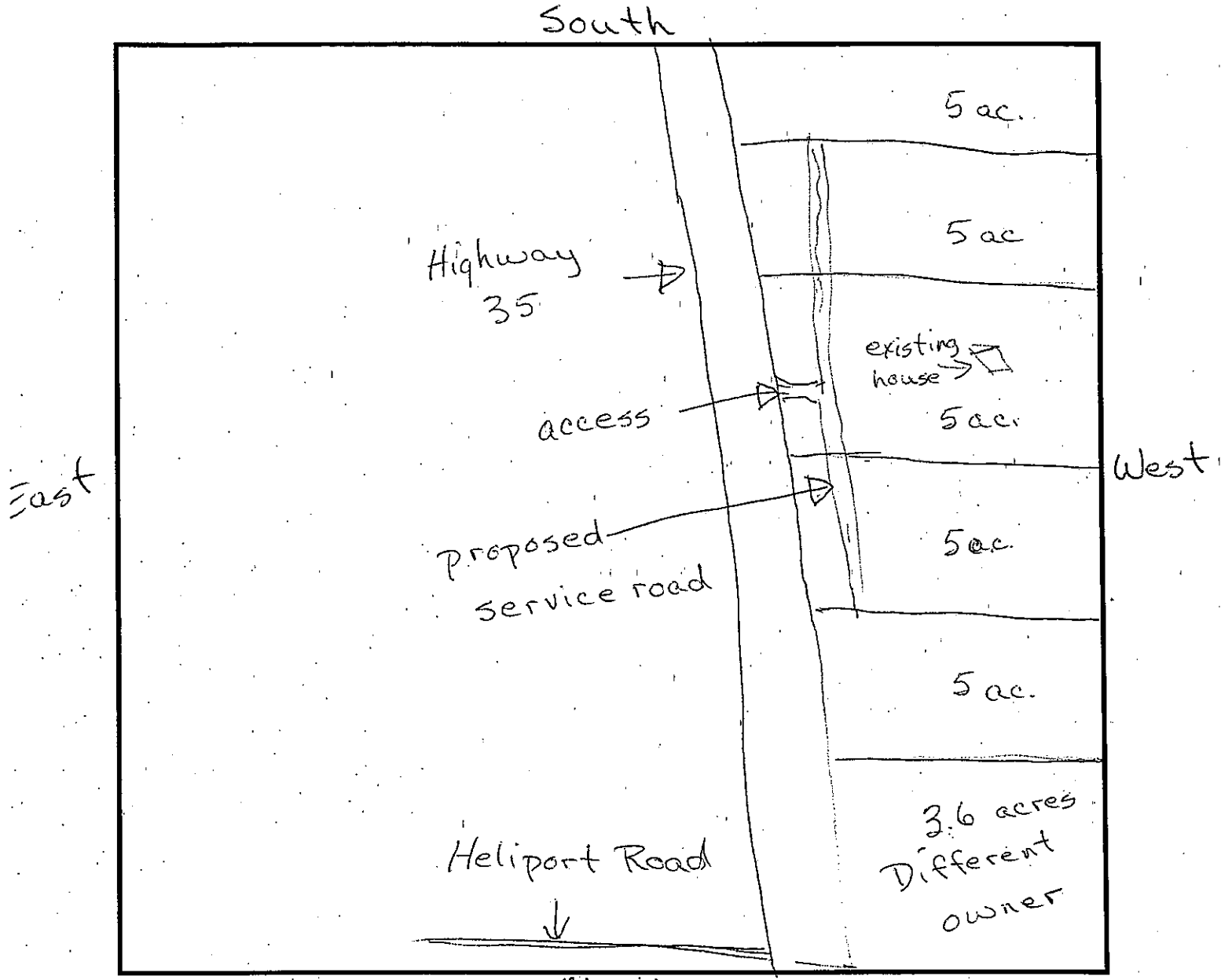
NOTE: REGISTERED OWNER'S SIGNATURE REQUIRED IF DIFFERENT FROM APPLICANT.

REGISTERED OWNER

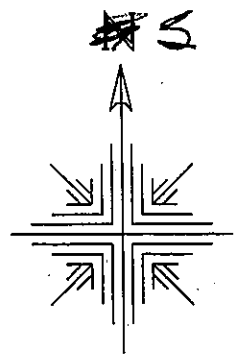
*Feb 4/04*  
DATE



Sketch Plan



NW 21-110-19-WSM  
Willy Driedger





TWP 112

TWP 111

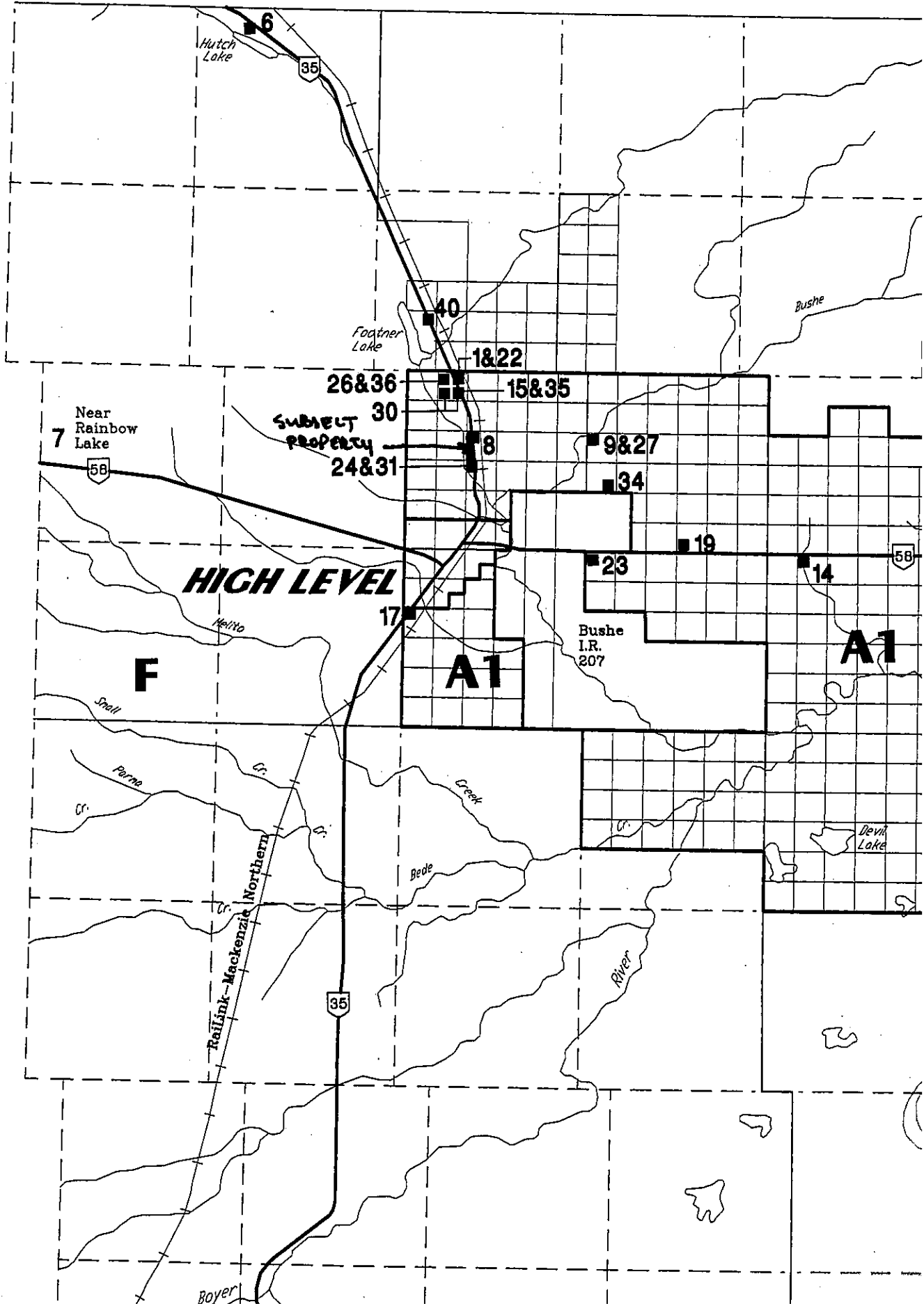
TWP 110

TWP 109

TWP 108

TWP 107

TWP 106



**HIGH LEVEL**

**F**

**A1**

**A1**

SUBJECT PROPERTY

Hutch Lake

Footner Lake

Near Rainbow Lake

Bushe

Bushe I.R. 207

Devil Lake

Rainink-Mackenzie Northern

Boyer

6

7

17

40

1&22

26&36

15&35

30

8

9&27

24&31

34

19

23

14

35

58

58

35

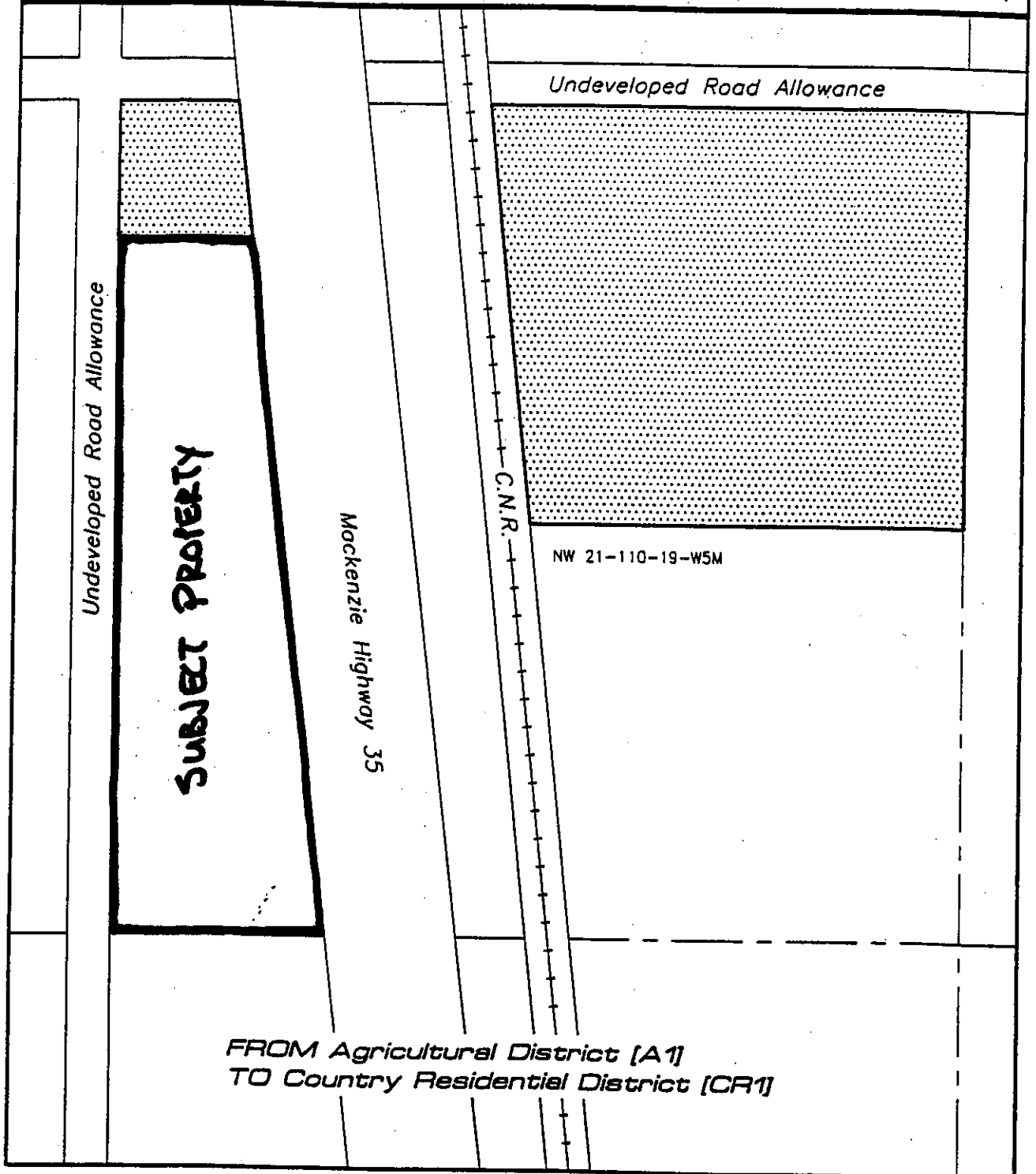


# Municipal District No. 23 Land Use Bylaw District Map Detail Map 8



Ministerial  
Order No. 006/94

September 1995







# M.D. of Mackenzie No. 23 Council Request For Decision

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	March 23, 2004
Originated By:	Paul Driedger Director of Planning, Emergency and Enforcement Services
Title:	<b>Bylaw 417/04 Lane Width Reduction Adjacent to the North Boundary of Plan 982 1128, Block 25, Lot 4 in La Crete</b>
Agenda Item No:	11. b)

## BACKGROUND / PROPOSAL:

The subject lane is located in the Commercial District directly behind La Crete Co-op. The lane is 10 meters in width to provide access for vehicular traffic to the rear of the commercial lots, at the request of the developer.

The developer has recently requested that the lane be reduced to 4 meters since it will mostly be used by pedestrian traffic.

## DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

There is a potential problem with the current 10 meter lane being used by both vehicular and pedestrian traffic. Lane reduction would allow for pedestrian traffic only, which would meet all the requirements in the Land Use Bylaw. There is no need for this access to be used by vehicular traffic as a laneway, connecting 105<sup>th</sup> Avenue and 107<sup>th</sup> Avenue is provided at the rear of the properties.

Administration has no concerns with the proposed reduction to the subject laneway.

## COSTS / SOURCE OF FUNDING:

N/A

## RECOMMENDED ACTION (by originator):

That first reading be given to Bylaw 417/04, being a bylaw to reduce the width of the laneway adjacent to the north boundary of Lot 4, Block 25, Plan 982 1128 in La Crete, from 10 meters to 4 meters in width.

Review:	<i>AMD</i>	Dept. PLANNING	Acting C.A.O.	<i>AMD</i>
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**BYLAW NO. 417/04**

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

**FOR THE PURPOSE OF CLOSING AND SELLING  
A PORTION OF PUBLIC ROAD ALLOWANCE**

**IN ACCORDANCE WITH THE MUNICIPAL GOVERNMENT ACT**

**WHEREAS**, the lands hereafter described are no longer required for public travel,  
and

**WHEREAS**, application has been made to Council to have those lands closed,  
and

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

**WHEREAS**, Council was not petitioned for an opportunity to be heard by any  
persons prejudicially affected by the bylaw, and a public hearing was held in  
accordance with the Municipal Government Act where all parties claiming to be  
affected were present and were heard by Council.

**NOW THEREFORE**, be it resolved that the Council of the Municipal District of  
Mackenzie No. 23 does hereby close and sell a portion of the public road  
described as follows and as shown on Appendix "A", subject to rights of access  
granted by other legislation or regulations:

1. Plan 982 1128 – To reduce the width of the lane in Block 25, which  
lies adjacent to the north boundary of Lot 4 on said plan located in  
the Hamlet of La Crete, from 10 meters to 4 meters in width.

First Reading given on the \_\_\_\_\_ day of \_\_\_\_\_, 2004.

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

\_\_\_\_\_  
Barbara Spurgeon, Executive Assistant

## QUESTION 1

1.1.1. The following table shows the number of people who visited the museum in each month from January to December.

1.1.2. The following table shows the number of people who visited the museum in each month from January to December.

1.1.3. The following table shows the number of people who visited the museum in each month from January to December.

1.1.4. The following table shows the number of people who visited the museum in each month from January to December.

1.1.5. The following table shows the number of people who visited the museum in each month from January to December.

1.1.6. The following table shows the number of people who visited the museum in each month from January to December.

1.1.7. The following table shows the number of people who visited the museum in each month from January to December.

1.1.8. The following table shows the number of people who visited the museum in each month from January to December.

1.1.9. The following table shows the number of people who visited the museum in each month from January to December.

1.1.10. The following table shows the number of people who visited the museum in each month from January to December.

1.1.11. The following table shows the number of people who visited the museum in each month from January to December.

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2004.

Minister of Alberta Infrastructure

Second Reading given on the \_\_\_\_\_ day of \_\_\_\_\_, 2004.

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

\_\_\_\_\_  
Barbara Spurgeon, Executive Assistant

Third Reading and Assent given on the \_\_\_\_\_ day of \_\_\_\_\_, 2004.

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

\_\_\_\_\_  
Barbara Spurgeon, Executive Assistant



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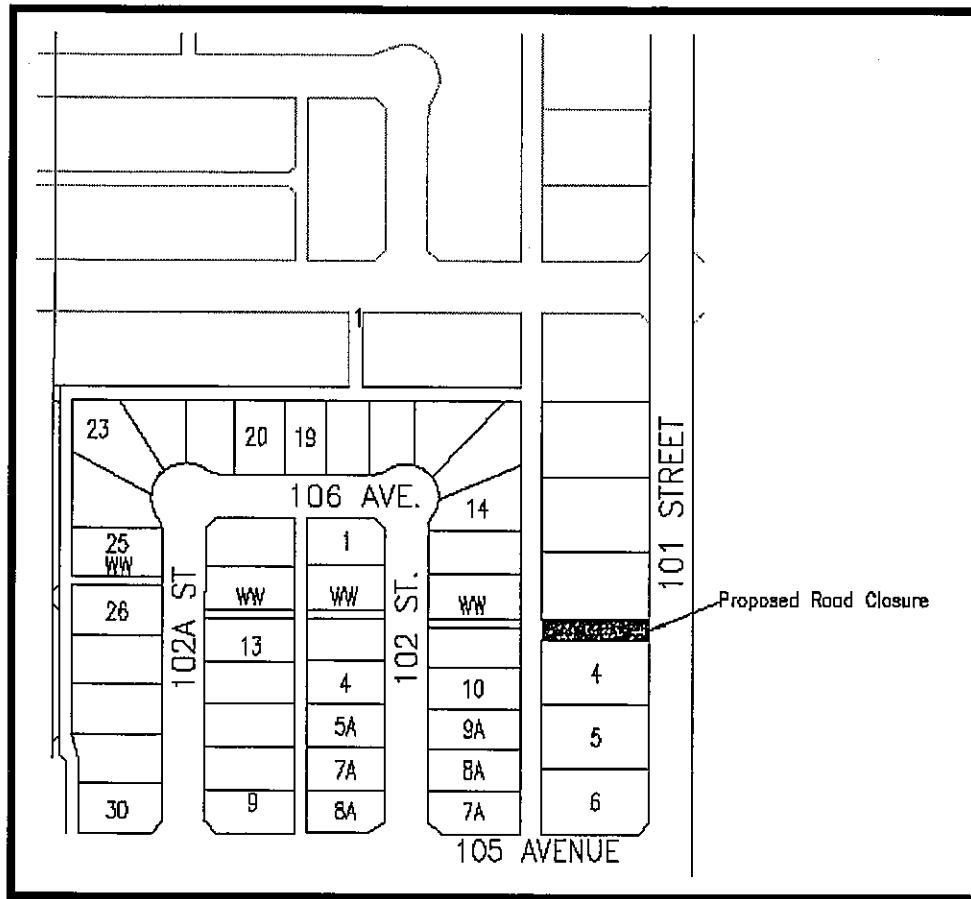
**SCHEDULE "A"**

**Bylaw No. 417/04**

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

All that portion of the laneway located along the north boundary of Plan 982 1128, Block 25, Lot 4, in La Crete, be closed subject to road closure proceedings being approved.



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Bill Neufeld, Reeve

---

Barbara Spurgeon, Executive Assistant

EFFECTIVE THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2004.





Vanguard Realty Ltd.  
Box 119,  
Rapid View, SK.  
SOM 2M0  
Mar. 15, 2004

M.D. of Mackenzie,  
LaCrete, AB.

Att. Paul Driedger

Dear Sir:

Re. the lane Blk. 25 Plan 982 1128

I herewith request that this lane be reduced in width from the  
present 10 m. to four m.

I include a diagram.

Thank you.

Sincerely,

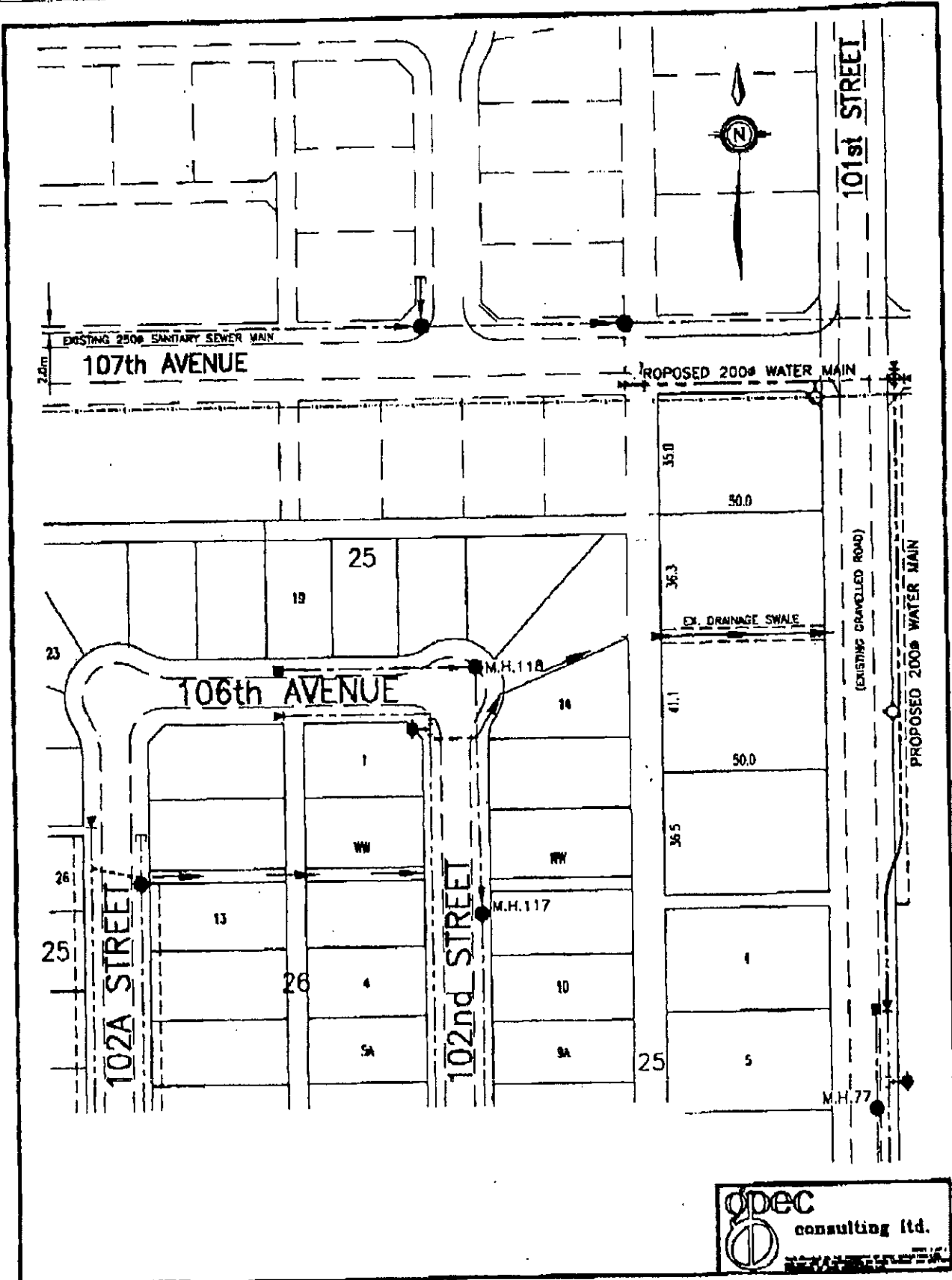
  
Henry Jay Enns

MAR 15 2004 16:12

306 236 2848

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# M.D. of Mackenzie No. 23

## Request For Decision

Meeting:	<b>Regular Council</b>
Meeting Date:	March 23, 2003
Originated By:	Paul Driedger, Director Planning, Emergency and Enforcement Services
Title:	<b>Waterfront Cottage Development within the Municipal District of Mackenzie</b>
Agenda Item No:	11c)

### BACKGROUND / PROPOSAL:

There was a Tri-Council meeting held on Wednesday, March 10, 2004 in High Level regarding waterfront cottage development in the Municipal District No. 23.

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Discussion focused around which lakes and rivers the Tri-Council felt should allow for cottage development. Tom Baldwin with Northern Alberta Development Council was the facilitator and did an excellent job with the meeting. Tom will forward a recommendation to the Minister of Environment on behalf of the Tri-Council requesting for approval to proceed with cottage development at specific Lakes and Rivers in Municipal District No. 23.


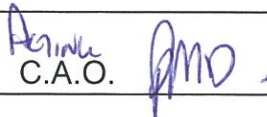
### COSTS / SOURCE OF FUNDING:

N/A

### RECOMMENDED ACTION (by originator):

Motion:

That the Waterfront Cottage Development discussion be accepted as information.

Review:		Dept. Emergency Services	
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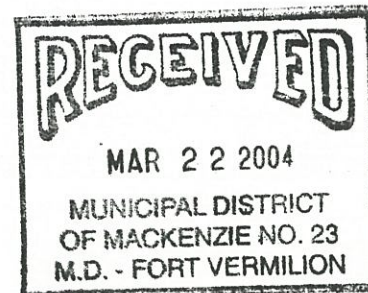
Northern Development Branch  
206, Provincial Building  
9621 - 96 Avenue  
Postal Bag 900-14  
Peace River, Alberta  
Canada T8S 1T4  
Telephone 780/624-6274  
Fax 780/624-6184

Lac La Biche Office  
PO Box 1650  
Lac La Biche, Alberta  
Canada T0A 2C0  
Telephone 780/623-6982  
Fax 780/623-6984  
nadc.council@gov.ab.ca  
www.gov.ab.ca/nadc/

March 15, 2004

The Honourable Mike Cardinal,  
Minister of Sustainable Resource Development,  
Room 420, Legislature Building,  
10800 - 97 Avenue,  
EDMONTON, Alberta,  
T5K 2B6

Dear Minister Cardinal:



Recently the Northern Alberta Development Council met with elected and staff representatives of the Town of High Level, the Town of Rainbow Lake and the Municipal District of Mackenzie to discuss the letter you had sent to them regarding water front cottage development. This meeting provided an opportunity for the municipalities to review your letter and discuss potential approaches to address this topic.

Based on the discussions at this meeting, the three municipalities would like to investigate possible opportunities for water front cottage development on the following water bodies:

- Bistcho Lake;
- Cariboo Lake;
- Rainbow Lake;
- Wadlin Lake;
- Hay-Chinchaga River;
- Peace River; and the
- Wabasca River.

Prior to initiating a detailed planning process for these potential water front cottage development areas, the three municipalities would appreciate the identification of any concerns that Alberta Sustainable Resource Development may have in relation to cottage development adjacent to these lakes and rivers. There may be good reasons that would lend themselves to cottage development at these locations, while on the other hand there may be reasons why such development should not be considered at these lakes and rivers. Your direction and comments, in this regard, would be greatly appreciated.

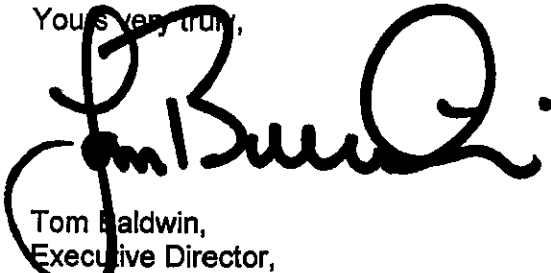
**The Honourable Mike Cardinal,  
Minister of Sustainable Resource Development,  
Page Two,  
March 15, 2004**

The three municipalities recognize that there will be a need to review a number of factors related to cottage development at these potential locations including: access to the cottage areas; sewage disposal systems; and direct access to the waterfront, especially for facilities such as boat access ramps.

The three municipalities would also like to review the buffer requirements for cottage development at Hutch Lake, as the current buffer requirements detract from the views of and access to the Lake.

Thank you for your consideration of this request Minister Cardinal. If you have any questions or if you require any additional information regarding these matters, please do not hesitate to contact me.

Yours very truly,



Tom Baldwin,  
Executive Director,  
**NORTHERN ALBERTA DEVELOPMENT COUNCIL**

cc. Gary Friedel,  
Chair, Northern Alberta Development Council,  
MLA for Peace River

Reeve and Council,  
Municipal District of Mackenzie

Mayor and Council,  
Town of High Level

Mayor and Council,  
Town of Rainbow Lake

TB/



# M.D. of Mackenzie No. 23

## Request For Decision

Meeting:	<b>Regular Council</b>
Meeting Date:	March 23, 2003
Originated By:	Paul Driedger, Director Planning, Emergency and Enforcement Services
Title:	<b>High Level RCMP 2004 Municipal &amp; Rural Business Plan</b>
Agenda Item No:	11d)

### BACKGROUND / PROPOSAL:

The Western Alberta District High Level detachment Royal Canadian Mounted Police has put together a business plan to present to the government.

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

This business plan would show "K" Division how the High Level detachment plans to lower the crime and accident rates in their jurisdiction.

### COSTS / SOURCE OF FUNDING:

N/A

### RECOMMENDED ACTION (by originator):

Motion:

That the High Level RCMP detachment 2004 Municipal & Rural Business Plan be accepted as information.

Review:



Dept. Emergency Services

Arinik  
C.A.O.





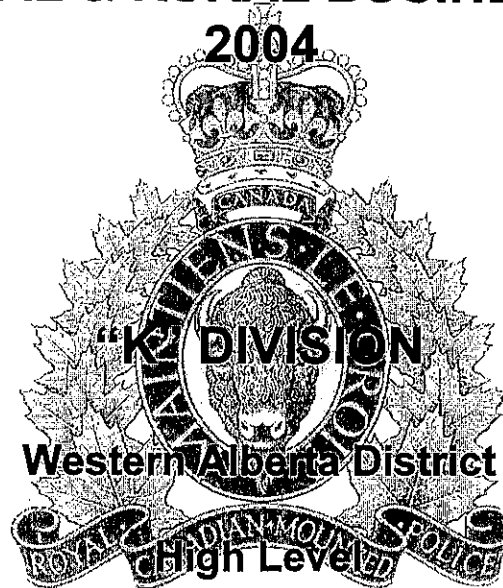


Royal Canadian Mounted Police Gendarmerie royale du Canada



## MUNICIPAL & RURAL BUSINESS PLAN

2004




Date: 2004-01-22

Prepared by: S/Sgt. Lewis KUNTZ  
Cpl. Gerald GERVAIS



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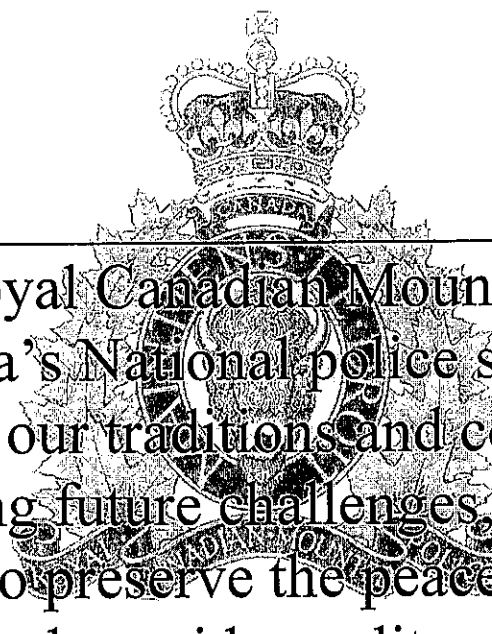
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Date: 2004-01-22

Prepared by: S/Sgt. Lewis KUNTZ  
Cpl. Gerald GERVAIS

1

# *Mission Statement*



“ The Royal Canadian Mounted Police is Canada’s National police service. Proud of our traditions and confident in meeting future challenges, we commit to preserve the peace, uphold the law and provide quality service in partnership with our communities.”

Date: 2004-01-22


Prepared by: S/Sgt. Lewis KUNTZ  
Cpl. Gerald GERVAIS





# Vision Statement

The Royal Canadian Mounted Police will:

- 
- Be a progressive, proactive and innovative organization
  - Provide the highest quality service through dynamic leadership, education and technology in partnership with the diverse communities we serve
  - Be accountable and efficient through shared decision-making
  - Ensure a healthy work environment that encourages team building, open communication and mutual respect
  - Promote safe communities
  - Demonstrate leadership in the pursuit of excellence

Date: 2004-01-22

Prepared by: S/Sgt. Lewis KUNTZ  
Cpl. Gerald GERVAIS



# Provincial Policing Priorities

For 2004 the priorities for the RCMP Provincial Police Service are:

1. Safe Communities in Alberta
2. Aboriginal Policing
3. Serious and Violent Crime

# National Policing Priorities

For 2004 the National Strategic Priorities for the RCMP are:

1. Organized Crime
2. Terrorism
3. Youth
4. International Police Services
5. Aboriginal Communities

Date: 2004-01-22

Prepared by: S/Sgt. Lewis KUNTZ  
Cpl. Gerald GERVAIS



# INTRODUCTION

Unit Profile: **HIGH LEVEL DETACHMENT INFORMATION/ORIENTATION**

MAILING ADDRESS:

NCO/IC  
RCMP  
Box 30  
High Level, AB  
T0H 1Z0

TELEPHONE NO:

(780)926-2227

FAX NO:

(780)926-3444

CPIC TERMINAL:

Yes  (ORI) AB10043

PIRS TERMINAL:

Yes

ESTABLISHMENT:



1. S/SGT M. Z. CPL 11, CST, 2 AUX CST,  
2. Full Time Stenos, 1 Part Time Steno

1. J. KNIGHT, S/SGT

2. G. GERVAIS, CPL

3. D. ARSEN, CPL

4. W. AUGER, CST

5. C. W. LOUGHEY, CST

6. J. LAKHAR, CST

7. PERKINS, CST

8. COTE, CST

9. SPACARDINAL, CST

10. T. MACQUARRIE, CST

11. D. JONES, CST

12. N. ANCTIL, CST

13. J. LEFEBVRE, CST

14. R. LOO, CST

15. T. SCOTT, A/CST

16. T. SHELTON, A/CST

17. C. BLANCHETTE, STENO

18. J. GERVAIS, STENO

19. P. CRISP, PT STENO

DUTIES:

Primary duties: Include a large amount of Criminal Code, especially dealing with assault, impaired drivers, break and enters and thefts. There is also a lot of public intoxication complaints.

Federal work includes: Drug activity and policing three reserves.

Work Schedules: Ten hour work days.

HOUSING & PRICE RANGE:

RENT: Apartments - very expensive  
\$600 to \$1200 range.

SALE: Single Dwelling - \$120,000 to \$250,000

MOBILE HOME PARKS: Two large parks within Town limits.



Force housing is available, the force owns 13 houses. One for the NCO/IC, 11 for married members and 1 for single members.

REAL ESTATE COMPANIES:

Century 21, Foggy Mountain Realty, M & M Realty

ACCOMMODATIONS:

There are 9 Motels and one Hotel, with one more Motel being built. Accommodation is usually booked well in advance due to the large influx of oilfield related personnel.

EDUCATION:

Florence MacDougall - Kindergarten to grade 3  
Spirit of the North - grade 4 to grade 6  
High Level Public - grade 7 to grade 12  
Christian Academy - grade 1 to grade 6, private school  
Fairview College - Adult learning

RELIGION:

All major denominations have churches in town.

RECREATION:

There is one lake 13 km from Town utilized for water skiing and wind surfing. There is another lake 5 km from town and is stocked and has camping facilities.

Hunting is very good in the area.

There is a 10 hole golf course, which is planning to expand to 18. 3 km North of Town with grass greens and a clubhouse

There is a new swimming facility with an Olympic sized swimming pool and a hot tub.

There is an arena for curling, a very popular sport in the area, as well as organized hockey.

There are two gyms, Curves for ladies and Jagged Edge co-ed fitness club.

SHOPPING:

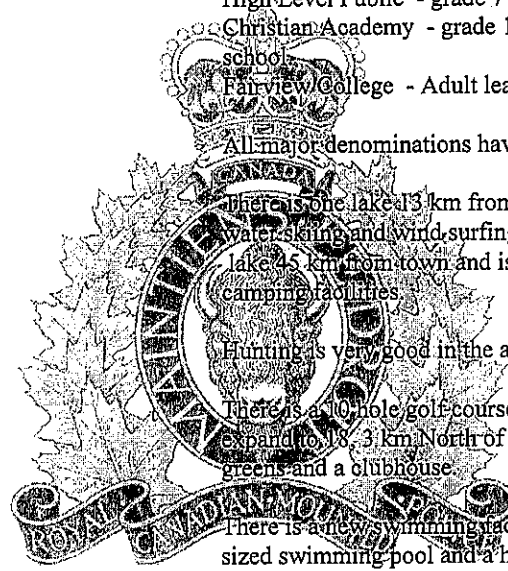
Macleods hardware, SAAN, Bargain Store, Dollar Store, Home hardware, Fields, IDA drugs, Furniture store, Jewelry store, Sewing store, Super A foods, Super store foods, Treasures gift shop, Traditions gift shop, Video spot, Northern lights video, Office supply store, Work warehouse, Sports store, Pet store.

INDUSTRY:

Tolko Forest Products  
Footner Forest Products  
Farming  
Oilfield

MEDICAL FACILITIES:

There is a hospital, clinic, and dental office. A new hospital is being built, completion expected in 2006. The hospital is very busy and performs minor surgery. Specialist services available in Edmonton. Ambulance service and aeromedical also available. The hospital has 6 doctors and 24 nurses.







MAIL SERVICE:

Six days a week via the Post Office. Greyhound parcel service and UPS courier service.

TRANSPORTATION:

Air service available. Greyhound north everyday except Sunday, south everyday except Monday.

POPULATION:

2002: 3638, as of 2003: over 4000.

ARMS & EQUIPMENT:

Model 5000C Intoxilyzer, 4 Alco-Surs, 2 Intoxilyzer 400D, 2 rifles, 5 shotguns, winter clothing.

2 snowmobiles with trailer, 1 quad

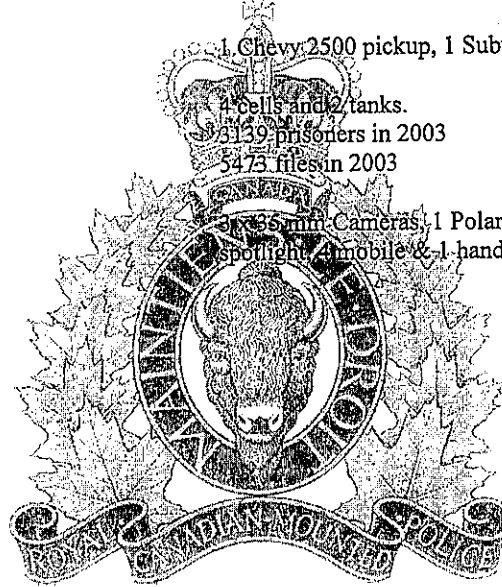
1 Chevy 2500 pickup, 1 Suburban, 2 Tahoes, 3 cars.

4 cells and 2 tanks.

3129 prisoners in 2003

5473 files in 2003

6x55mm Cameras, 1 Polaroid, a Sat Phone, GPS, spotlight, 4 mobile & 1 hand held radar.





## GENERAL REMARKS:

High Level is located in northwest Alberta. It is approximately 165 kilometers south of the North West Territories Border and 170 kilometers east of the British Columbia Border. It is located on Mile 180 of the Mackenzie Highway (Hwy. #35).

The community of High Level serves as a hub to the neighboring communities. East of High Level on Hwy. 58 is Fort Vermilion, and west is Assumption / Rainbow Lake. High Level is located 782 kilometers north of Edmonton, and 230 kilometers south of Hay River. High Level has a population of approximately 4,000 people. There is significant seasonal employment which includes Forestry, Oil & Gas Exploration, Agriculture, Construction and Manufacturing. The community of High Level has four schools, three of which are members of the Fort Vermilion School District, and a fourth which is a private Christian Academy. High Level has a Hospital and also offers many Social Service Programs. Recreation areas include a Community Hall, Sports Complex, Curling Rink, 9-Hole Golf Course, Fitness Center and Indoor Swimming Pool.

High Level is a major commerce center for the surrounding rural area as well as some communities in the North West Territories. There has been significant commercial and residential growth over the past year. A number of new businesses have been constructed, or are still under construction. These include a new hotel, church, restaurant, liquor store, and a new multi-million dollar hospital which is expected to open in April 2004. The economic outlook for High Level is good with the speculation that several new businesses will be constructed in the new year.

Of the 66 Municipal Detachments in Alberta, High Level was ranked as the 8<sup>th</sup> busiest in 2002 with a Criminal Code caseload of 147 files per member. Of the 106 rural detachments, High Level was ranked as the 18<sup>th</sup> busiest in 2002 with a Criminal Code caseload of 107 files per member. Unfortunately, these figures do not include any provincial offences such as liquor. This is noteworthy because incidents of public intoxication take up a considerable amount of our members time with approximately 16% of all cases involving alcohol.

In 2003, High Level Detachment lodged more than 3,100 prisoners with a significant amount of these people being held for public intoxication. With the nearest Provost Section in Peace River, High Level Detachment runs a 24-hour guardroom and acts as a holding facility for Assumption and Fort Vermilion Detachments.

High Level Detachment polices large portions of two Municipal Districts. The largest of the two is the M.D. of MacKenzie which extends north from the Paddle Prairie Metis Settlement to the N.W.T. Border. The second Municipal District is the M.D. of Northern Lights which extends south of the Paddle Prairie into Manning's Detachment area. Also policed by High Level are the Aboriginal Communities of Bushie River, Meander River and Eleske Reserve, as well as the Metis Settlements of Paddle Prairie and Keg River.

The Aboriginal Communities of Bushie River and Meander River are members of the Dene Tha Band. Bushie River is situated on Hwy. 58 approximately 5 kilometers east of High Level. It has a population of approximately 300 people and with approximately 100 homes in the community. Aside from a small convenience store / gas station in the community, there is also the Four Chiefs Complex which is home to the North Peace Tribal Council. Most of the youth are bused to High Level for school.

Meander River is located on Hwy. 35 approximately 75 kilometers north of High Level. It has a population of approximately 400 people with approximately 105 homes in the community. Meander River has its own school and Dare is offered to the grade six students. There is a post office in the community, but there is no store. The community has a Band Office for local residents but Chief and Counsel are located in Chateh.

Eleske (Child Lake) Reserve is a member of the Beaver First Nations. The community is located on the south side of Hwy. 58, approximately 30 kilometers east of High Level. Eleske has a population of approximately 160 residents with approximately 62 homes. The youth of this



community are bused to school in the Fort Vermilion Detachment area.

Paddle Prairie Metis Settlement is located approximately 75 kilometers south of High Level on Hwy. 35. Paddle Prairie is the larger of the two metis settlements. Paddle Prairie has a gas station, store, post office, ice arena, band office and school where Dare is offered to the grade six students.

Keg River is the smaller of the two Metis Settlements and is located on Hwy. 35 approximately 100 kilometers south of High Level. Keg River also has a school where Dare is offered to the grade six students.

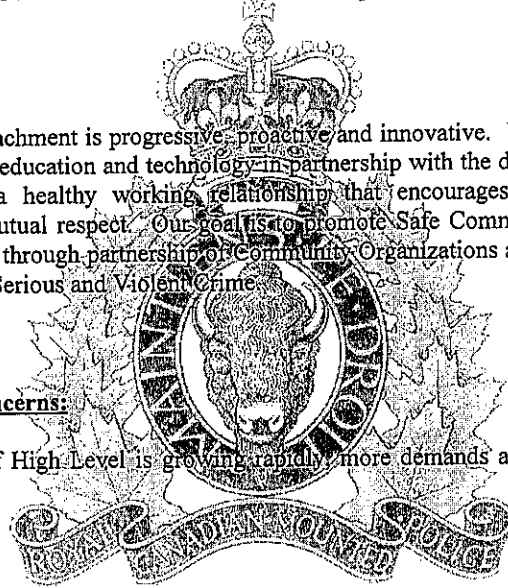
Not only is High Level the major commerce and trade center for these smaller communities, it is also the focal point for a number of residents from Assumption, Rainbow Lake, Fort Vermilion and La Crete.

**Mandate:**

High Level Detachment is progressive, proactive and innovative. We provide the highest quality service through education and technology in partnership with the diverse communities we serve. We provide a healthy working relationship that encourages team building, open communication, and mutual respect. Our goal is to promote Safe Communities, work with the Aboriginal People, and through partnership of Community Organizations and other RCMP Units, aggressively deal with Serious and Violent Crime.

**Significant Concerns:**

As the Town of High Level is growing rapidly, more demands are being placed on our policing resources.





**Rural Initiative**

**OBJECTIVE:** Reduce by 30% the average number of road users killed or seriously injured during the years 1996 - 2002 as compared to the years 2008 - 2010

**GOAL:** To Reduce by 20% the number of people killed or seriously injured in collisions involving speed related offences or seat belt use during the year 2004.

Data	Education	Training	Engineering	Media	Enforcement	Evaluation
<p>Speed is the major contributing factor in the number of serious injury and fatal collisions in our area.</p> <p>51.5% of collisions occurred on Highway 35 north of High Level or west of High Level on Highway 58.</p> <p>62% of all collisions occurred between 1100 hrs and 2300 hrs.</p> <p>51.5 % of all fatalities &amp; serious injuries were the result of occupants ejected as a result of not wearing their seatbelts</p> <p>In 40% of all fatalities &amp; serious injury collisions alcohol was a factor.</p> <p>Radar enforcement in the rural area accounted for 45% of all provincial traffic enforcement</p> <p>76% of motorists wear their seatbelt in the rural area</p>	<p>Provide Regional Health Authority with collision information</p> <p>Provide detachment members with speed enforcement/ seat belt use profile</p> <p>Provide Crown Prosecutors with speed related / seat belt use violation &amp; collision information</p> <p>Deliver school presentations to High School students (New drivers) as data shows extremely high percentage of those seriously injured or killed were in the range of 16 to 29 years of age)</p> <p>Provide Driving Training Instructors with speed related/ seat belt use violation &amp; collision information</p> <p>Peace River Traffic Services to conduct two education presentations</p>	<p>Obtain radar training to all new incoming cadets</p> <p>Obtain 400D training for all members</p> <p>Conduct training of members regarding proper information to present during speed related / seat belt trials</p> <p>Have further members CCIT trained and / or Level 2 accident investigators</p>	<p>Concentrate areas of enforcement on Highway 35 north and Highway 58west</p> <p>Highway 58 East through Bushie River Reserve is a concern as there is a high volume of pedestrians crossing the highway and one was killed in 2002.</p> <p>With the expansion of Highway 58 west from Rainbow Lake to Fort Nelson, B.C. there is increased traffic on this highway particularly big trucks and oilfield related vehicles.</p>	<p>Develop media release to include speed related data &amp; speed violation rates as well as seat belt use.</p> <p>Develop media release detailing speed enforcement / seat belt use plan</p> <p>Develop four quarterly media releases advising of speed related collision rates for speed related offences as well as seat belt use as a contributing factor.</p> <p>Develop four quarterly media releases detailing results of speed and seat belt use enforcement</p>	<p>Increase speed enforcement by members by 15% and seat belt enforcement by 20%</p> <p>Increase overall check stops in the rural area by 10% with the goal of apprehending impaired drivers as well.</p> <p>Conduct radar on a regular basis cracking down on rates of speed</p> <p>In conjunction with Assumption Detachment, Provincial Transport Officers conduct check stops four times annually</p> <p>Peace River Traffic Services to assist with traffic enforcement 5 times annually including Rodeo weekend in July 2004.</p> <p>Peace River Traffic Services to increase speed enforcement by 30%, seat belt enforcement by 20% and assist with check stops.</p>	<p>Number of speed related charges by Detachment members</p> <p>Number of seat belt charges by Detachment members</p> <p>Number of education sessions conducted related to speed and seat belt use</p> <p>Number of related press releases on speed and seat belt use</p> <p>Number of fatalities involving speed and seat belt use as a factor</p> <p>Number of serious injuries involving speed and seat belt use as a factor</p> <p>Overall enforcement, education and assistance provided by Peace River Traffic Services during the calendar year as set out in traffic plan</p>

Prepared by Cpl. Gerald GERVAIS





**Aboriginal Initiative**

<b>OBJECTIVE: To increase safety in Meander River with more of a police presence through education and enforcement</b>						
<b>GOAL: Reduce by 10 % all reportable offences in Meander River</b>						
<b>Initiative</b>	<b>Key Expected Results</b>	<b>Link to RCMP Strategic/Agenda Priorities</b>	<b>Resources (Inputs) for Planning Year</b>	<b>Implementation Steps</b>	<b>Measured Performance</b>	<b>Evaluation</b>
<b>Continuing implementation of education and enforcement programs to decrease substance abuse related offences reported</b>	<b>A 5 % reduction of substance abuse related incidents reported</b>  <b>Documented interaction in Meander River</b>	<b>1. Aboriginal Policing/Communities</b>  <b>2. Youth</b>  <b>3. Safe Communities in Alberta</b>  <b>4. Serious and Violent Crimes</b>	<b>Existing Resources/ Budget</b>  <b>"K" Division Aboriginal Policing Services</b>	<b>Client Satisfaction Sheets</b>  <b>D.A.R.E.</b>  <b>Impromptu Education/ Role Modeling</b>	<b>A decrease in substance abuse related complaints to High Level Detachment</b>  <b>Increase in submission of Client Satisfaction sheets by High Level RCMP members</b>	<b>Accountability to Aboriginal Liaison Officer and High Level Detachment Commander</b>

Prepared by Cpl. Dan LARSEN



**Municipal Initiative #1**

**OBJECTIVE:** To educate the youth on the effects of substance abuse and initiate a program to deal with minor youth related issues.

**GOAL:** Reduce by 15% the number of youth related crimes in 2004 as compared to 2003 and reduce the number of offences proceeding through the court system.

Data	Education	Training	Partners	Media	Enforcement	Evaluation
<p>-113 youths were charged for various Criminal Code offences in 2003. Of these offences, common assault was the number one offence with 21 out of 113 cases(18.5%).</p> <p>-Alcohol was found to be a factor in 23% of these offences(26/113).</p> <p>-According to AADAC youth survey in 2002 65.2% of aboriginal youth and 53.1% of non-aboriginal youth consumed alcohol. This is an overall percentage of 56.3%.</p> <p>-According to AADAC youth survey of 2002 36.6% of aboriginal youth and 15.6% of non-aboriginal youth smoked cigarettes. This is an overall percentage of 16.2%.</p> <p>-According to AADAC youth survey of 2002 52.1% of aboriginal youth and 26.8% of non-aboriginal youth used cannabis. This is an overall percentage of 27.6%.</p>	<p>-Provide detachment members with youth crime profile.</p> <p>-Introduce alternatives to criminal justice system for minor youth offences and promote extra-judicial sanctions.</p> <p>-Provide detachment commander with an enforcement profile.</p> <p>-Continue to deliver DARE program into all schools.</p> <p>-In partnership with regional health authorities and AADAC provide youth with substance abuse education.</p> <p>-Deliver two presentations to Town Council on initiatives and steps being taken.</p>	<p>-Conduct training to members on newly created "option 4" program as well as resource material.</p> <p>-Liaise with regional health authorities and AADAC.</p>	<p>-Mental Health</p> <p>-Echo</p> <p>-Youth Activity Centre</p> <p>-High Level Public School</p> <p>-AADAC</p> <p>-N.A. C&amp;FSA Region 8</p> <p>-RCMP</p> <p>-Northern Youth Revival</p> <p>-FCSS</p> <p>-Community Service</p> <p>-NCSA</p> <p>-Youth Connections</p> <p>-Health Promotion</p> <p>-By-Law</p>	<p>-Develop four quarterly media releases on enforcement.</p> <p>-Develop four media releases on preventative health related topics.</p> <p>-Develop media release on new "option 4" program.</p>	<p>-Increase enforcement in and around the schools in regards to underage tobacco use with a minimum of four enforcement initiatives.</p> <p>-Increase use of the "option 4" program.</p>	<p>-Number of youth related crimes in 2004 in comparison to 2003.</p> <p>-Number of education sessions conducted.</p> <p>-Number of press releases delivered.</p> <p>-Number of crimes dealt with by way of "option 4" or through extra-judicial sanctions.</p> <p>-Number of crimes where alcohol was found to be a factor in comparison to 2003.</p> <p>-Feedback received from the general public, community partners, crown prosecutors and other judiciary officials.</p>

Prepared by Cpl. Gerald GERVAIS  
Cst. Dean JONES



**Municipal Initiative #2**

<b>OBJECTIVE: To educate the detachment members on intelligence gathering in an effort to combat organized crime</b>						
<b>GOAL: Reduce by 15% the number of drug related crimes in 2004 as compared to 2003</b>						
<b>Initiative</b>	<b>Key Results Expected</b>	<b>Link to RCMP Strategic Agenda/Priorities</b>	<b>Resources for (Inputs) for Planning Year</b>	<b>Implementation Steps</b>	<b>Performance Measurement</b>	<b>Evaluation</b>
<p><b>High Level Detachment will promote use of NCDB entries and use of E-SIR submissions and provide training to members where necessary to support intelligence gathering</b></p>	<p><b>Members able to effectively gather criminal intelligence</b></p> <p><b>Members able to put together a minor ops plan</b></p>	<p><b>- Organized Crime</b></p> <p><b>- Intelligence Led Policing</b></p>	<p><b>Existing Resources and Budget</b></p>	<p><b>Crimes of serious nature are forwarded to NCDB Coordinator for upload into system through file review.</b></p> <p><b>This may include 1624's, e-mails, tazer reports, Prosecutor's Information Sheets and drug intelligence</b></p>	<p><b>NCDB Contribution will increase by 40% for the calendar year 2004</b></p> <p><b>Identification of 2 potential targets for future Ops Plan</b></p>	<p><b>Accountability: Detachment Commander</b></p>

Prepared by S/Sgt. Lewis KUNTZ  
Cpl. Gerald GERVAIS



**Municipal Initiative #3**

<b>OBJECTIVE: To increase safety in the Town of High Level by having more of a police presence through enforcement and education</b>						
<b>GOAL: Reduce by 15% the number of collisions in town involving provincial traffic offences during the year 2004</b>						
<b>Initiative</b>	<b>Key Results Expected</b>	<b>Link to RCMP Strategic Agenda/Priorities</b>	<b>Resources (Inputs) for Planning Year</b>	<b>Implementation Steps</b>	<b>Performance Measurement</b>	<b>Evaluation</b>
<p><b>As there is no longer a By-Law Officer in High Level conducting enforcement of provincial statutes, High Level Detachment will increase traffic enforcement in town and increase visibility in high traffic zones</b></p>	<p><b>Reduction in motor vehicle accidents within town.</b></p> <p><b>Increased safety on roads due to increased police presence particularly in school zones.</b></p> <p><b>Increased apprehension and detection of impaired drivers, no insurance and other related traffic related offences</b></p>	<p><b>Safe Communities in Alberta</b></p>	<p><b>Existing Resources and Budget</b></p>	<p><b>Education through local media</b></p> <p><b>Bi-Weekly Checkstops</b></p> <p><b>Coordinated traffic plans during local events and holiday seasons</b></p>	<p><b>15% increase in provincial traffic enforcement</b></p> <p><b>5 % increase in impaired drivers</b></p>	<p><b>Accountability:</b></p> <p><b>Detachment Commander</b></p>

Prepared by S/Sgt. Lewis KUNTZ  
Cpl. Gerald GERVAIS





**Municipal Initiative #4**

<b>OBJECTIVE: To improve the streets of High Level by having an alternative location than jail for homeless/ street people</b>						
<b>GOAL: Reduce by 5% the number of prisoners lodged annually in High Level cells and create a working relationship with members of the 10005 House and High Level Detachment</b>						
<b>Initiative</b>	<b>Key Results Expected</b>	<b>Link to RCMP Strategic Agenda/Priorities</b>	<b>Resources (Inputs) for Planning Year</b>	<b>Implementation Steps</b>	<b>Performance Measurement</b>	<b>Evaluation</b>
<b>With the creation of the Ten Thousand &amp; Five House (Safe Home for Drunks) in late 2003, High Level Detachment will try to reduce the number of individuals lodged in RCMP cells for public intoxication</b>	<b>Reduction of prisoners lodged annually  Reduction of workload of detachment members</b>	<b>Safe Communities in Alberta  Aboriginal Policing</b>	<b>Existing Resources and Budget</b>	<b>Involvement/ Liaison with Board Members of the Ten Thousand &amp; Five House  Public Awareness through Media</b>	<b>5 % reduction of prisoners lodged annually</b>	<b>Accountability:  Detachment Commander</b>

Prepared by S/Sgt. Lewis KUNTZ  
Cpl. Gerald GERVAIS



**Municipal Initiative #5**

<b>OBJECTIVE:</b> To identify local drug traffickers and make a serious impact on their activity						
<b>GOAL:</b> Reduce by 10% overall crime attributed to drugs and organized crime						
<b>Initiative</b>	<b>Key Results Expected</b>	<b>Link to RCMP Strategic Agenda/Priorities</b>	<b>Resources (Inputs) for Planning Year</b>	<b>Implementation Steps</b>	<b>Performance Measurement</b>	<b>Evaluation</b>
<b>High Level Detachment will attempt to identify known drug traffickers and gather intelligence for a potential Ops Plan/ Project to be implemented</b>	<p>Members will become more familiar with local drug traffickers</p> <p>Increased drug intelligence</p> <p>Properly organized drug intelligence file</p>	<p><b>Safe Communities in Alberta</b></p> <p><b>Intelligence Led Policing</b></p> <p><b>Organized Crime</b></p>	<b>Existing Resources and Budget</b>	<p><b>Intelligence Gathering</b></p> <p><b>Increased Bar Walks and Check Stops</b></p> <p><b>Ops Plan/ Project</b></p>	<p><b>10% increase in Federal Drug Statistics</b></p> <p><b>Large Seizure of Drugs and/or proceeds</b></p>	<p><b>Accountability:</b></p> <p><b>Detachment Commander</b></p>

Prepared by S/Sgt. Lewis KUNTZ  
Cpl. Gerald GERVAIS



# M.D. of Mackenzie No. 23

## Request For Decision

Meeting:	<b>Regular Council</b>
Meeting Date:	March 23, 2003
Originated By:	Paul Driedger, Director Planning, Emergency and Enforcement Services
Title:	<b>High Level RCMP Statistical Report January – December 2003</b>
Agenda Item No:	11.e)

### BACKGROUND / PROPOSAL:

The High Level RCMP has provided statistics report on collisions, break & enters and other criminal offenses for their jurisdiction.

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The statistical report on criminal offenses is broken down to Highway 35, Highway 58 and Municipal District of Mackenzie.

### COSTS / SOURCE OF FUNDING:

N/A

### RECOMMENDED ACTION (by originator):

Motion:

That the Statistical Comparison report be accepted as information.

Review:



Dept. Emergency Services

Acorn  
C.A.O.







# HIGH LEVEL DETACHMENT

Statistical Comparisons

Highway 35

January 1<sup>st</sup>, 2003 to December 31<sup>st</sup>, 2003

Item	No. of Complaints 2002	No. of Complaints 2003	No. of Complaints involving Youths 2003	Total High Level Work Load 2003
Persons Crime (murder, robbery, physical & sexual assaults)	1	1	0	273
Break & Enters	0	3	0	165
Motor Vehicle Thefts	0	4	0	66
Thefts (over and under \$5000)	3	0	0	282
Possession of Stolen Property	0	1	0	20
Frauds.	0	0	0	27
Weapons Offences	1	1	0	24
Other Criminal Code (property damage, disturbances, threats, fail to appear in court, breach of probation)	12	14	0	1377
Non-chargeable Criminal Code (breach of peace/peace bonds)	1	0	0	178
Drugs	3	2	0	63
Provincial Statutes (excluding traffic and liquor)	4	0		161
Liquor Offences	6	18		1509
Provincial Traffic Offences	221	225		1263
Municipal Bylaws	0	0		48
Collisions - Fatalities	2	1		3
Collisions - Injury	12	16		43
Collisions - Property Damage	51	55		217
Criminal Code Traffic Offences (impaired driving, dangerous driving)	21	20	0	174
Prisoners	2795	3139		3139
Victims Service Referrals	74	127		127
Number of Youth Victimized	15	21		21







# HIGH LEVEL DETACHMENT

## Statistical Comparisons

### Highway 58

January 1<sup>st</sup>, 2003 to December 31<sup>st</sup>, 2003

Item	No. of Complaints 2002	No. of Complaints 2003	No. of Complaints involving Youths 2003	Total High Level Work Load 2003
Persons Crime (murder, robbery, physical & sexual assaults)	1	1	0	273
Break & Enters	1	3	0	165
Motor Vehicle Thefts	1	4	0	66
Thefts (over and under \$5000)	1	2	0	282
Possession of Stolen Property	0	0	0	20
Frauds	0	0	0	27
Weapons Offences	1	0	0	24
Other Criminal Code (property damage, disturbances, threats, fail to appear in court, breach of probation)	27	30	1	1377
Non-chargeable Criminal Code (breach of peace/peace bonds)	1	0		178
Drugs	1	1	0	63
Provincial Statutes (excluding traffic and liquor)	6	4		161
Liquor Offences	40	34		1509
Provincial Traffic Offences	89	103		1263
Municipal Bylaws	0	0		48
Collisions - Fatalities	1	1		3
Collisions - Injury	16	4		43
Collisions - Property Damage	26	27		217
Criminal Code Traffic Offences (impaired driving, dangerous driving)	19	17	0	174
Prisoners	2795	3139		3139
Victims Service Referrals	74	127		127
Number of Youth Victimized	15	21		21





# HIGH LEVEL DETACHMENT

## Statistical Comparisons

### Municipal District of Mackenzie

January 1<sup>st</sup>, 2003 to December 31<sup>st</sup>, 2003

Item	No. of Complaints 2002	No. of Complaints 2003	No. of Complaints involving Youths 2003	Total High Level Work Load 2003
Persons Crime (murder, robbery, physical & sexual assaults)	3	5	0	273
Break & Enters	5	14	1	165
Motor Vehicle Thefts	6	7	0	66
Thefts (over and under \$5000)	8	9	0	282
Possession of Stolen Property	0	2	0	20
Frauds	0	0	0	27
Weapons Offences	1	4	0	24
Other Criminal Code (property damage, disturbances, threats, fail to appear in court, breach of probation)	13	14	0	1377
Non-chargeable Criminal Code (breach of peace/peace bonds)	3	4		178
Drugs	5	3	0	63
Provincial Statutes (excluding traffic and liquor)	12	6		161
Liquor Offences	1	5		1509
Provincial Traffic Offences	12	7		1263
Municipal Bylaws	0	0		48
Collisions - Fatalities	0	1		3
Collisions - Injury	2	1		43
Collisions - Property Damage	51	21		217
Criminal Code Traffic Offences (impaired driving, dangerous driving)	3	3	0	174
Prisoners	2795	3139		3139
Victims Service Referrals	74	127		127
Number of Youth Victimized	15	21		21



# M.D. of Mackenzie No. 23

## Request For Decision

Meeting:	<b>Regular Council</b>
Meeting Date:	March 23, 2003
Originated By:	Paul Driedger, Director Planning, Emergency and Enforcement Services
Title:	<b>High Level Health Care Resolution</b>
Agenda Item No:	11.F)

### BACKGROUND / PROPOSAL:

The Town of High Level council is presenting the Minister of Health & Wellness with a resolution concerning the division between urban and rural health care. Northern residents are increasingly disadvantaged in the present climate of centralization and per capital funding formulae. Health Canada has confirmed that that the health status declines with distance from urban centers and that the health of people living in northern Alberta is poorer than that of their urban counterparts. Yet the majority of doctors are concentrated in urban centers where the healthiest people live.

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The Council of the Town of High Level would like to call on the Province of Alberta to invest in the health and well-being of northern Albertans that contribute so significantly to the economic wealth of the Province by granting doctors located in northern Alberta an additional premium on their health care billings.

### COSTS / SOURCE OF FUNDING:

N/A

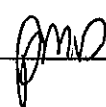
### RECOMMENDED ACTION (by originator):

Motion:

That the Council for Municipal District of Mackenzie requests the province of Alberta invest in the health of northern Albertans by providing doctors located in northern Alberta an additional premium on their health care billing.

Review: 

Dept. Emergency Services

  
C.A.O.





TOWN OF  
HIGH LEVEL

Town of High Level  
9813 - 102<sup>nd</sup> Street  
High Level, AB T0H 1Z0  
Canada

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

## OFFICE OF THE MAYOR

March 10, 2004

The Hon. Gary Mar  
Minister of Health and Wellness  
323 Legislature Building  
10800 – 97<sup>th</sup> Avenue  
Edmonton, AB  
T5K 2B6

Dear Minister Mar:

The divide between urban and rural health care is starkly apparent in Alberta. If there is a two-tiered health care system in Alberta, it is not rich and poor, it is urban versus rural. What works in urban Alberta often exacerbates problems in northern Alberta. Northern residents are increasingly disadvantaged in the present climate of centralization and per capital funding formulae.

Generally, the health of people living in northern Alberta is poorer than that of their urban counterparts. Health Canada has confirmed that health status declines with distance from urban centers. Yet the majority of doctors are concentrated in urban centers where the healthiest people live. Add to this uneven distribution of doctors the lack of medical specialists and the lack of continuity of doctors and the concept of “universality of health care” is questionable.

This fundamental mismatch between the health care needs of people living in northern Alberta and the availability of doctors is in direct contrast to the economic wealth that northern Albertans provide to the rest of the province. In an analysis of the economic contribution of northern Alberta, the Northern Alberta Development Council determined that more than \$3.7 billion or 17% of government revenues in 2001-02 came directly from industry located in northern Alberta. In addition, in 2001, 28% of government revenues from personal income taxes, corporate income taxes and non-renewable resource revenues came from northern Alberta. These statistics confirm that the resource based sector is of prime importance to the province's economy.

/1

*Crossroads of Northern Opportunity*





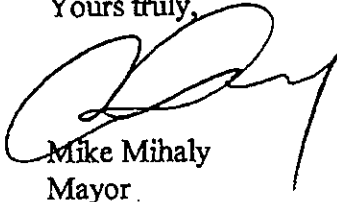
Yet the people that extract these resources cannot obtain health services they need in a timely fashion or close to home. More than two-thirds of residents in northern Alberta live more than 100 kilometers from a hospital. People must travel long distances for hospital-based services and harsh weather conditions often make travel dangerous and impossible for days. It is estimated by Northern Lights Health Region that in 2003 there were 33,000 non-emergency medical trips made by northern residents to access health care outside of the region. These statistics do not capture the difficulties, the risks or the costs of travel for northern residents. How many northern Albertans postpone or cancel needed health care because they cannot get to Edmonton for care? New technology has improved health care services, but tele-triage won't get you a new hip. Centers of excellence are increasingly being built on the backs of northern Albertans!

Northern communities have difficulty attracting and retaining doctors because of heavy workloads, limited opportunities for professional development and professional isolations. Rapid turnover and high attrition rates reflect the difficult working conditions in northern communities. It is commonly felt that most cancer patients from our region outlive the tenure of their Doctor.

The answer to this two-tier health care system is simple: better medical services closer to home. It is essential the Province develop a strategy to improve the recruitment and retention of doctors for northern Alberta. One strategy is to increase financial incentives. Currently, in recognition of the additional costs associated with health care in the north, the Province provides additional funding to the Northern Lights Health Region. Could not the province give this same financial recognition to doctors by granting them an additional northern premium on their health care billings?

The Town of High Level calls on the Provincial Government to act on the growing divide between urban and rural health care and commit to finding real solutions to these growing inequities.

Yours truly,



Mike Mihaly  
Mayor

cc: Mr. Gary Friedel, MLA





## TOWN OF HIGH LEVEL

### HEALTH CARE RESOLUTION

#### **DRAFT**

WHEREAS Health Canada<sup>1</sup> states that, in general, a person's health status declines with distance from urban centers and that compared with their urban counterparts, people living in rural and northern communities have shorter life expectancies, higher death rates and higher infant mortality rates<sup>2</sup>;

AND WHEREAS northern residents are unable to obtain health services in a timely fashion with the major problems being the distance they must travel to reach health services and lack of doctors;

AND WHEREAS northern communities have difficulty in attracting and retaining doctors because of the heavy workloads, limited opportunities for professional development and professional isolation;

AND WHEREAS northern Alberta directly contributes 17% of the total revenues of the Alberta Government and 28% of Alberta Government's revenues from personal income taxes, corporate income taxes and non-renewable resource revenues<sup>3</sup>;

AND WHEREAS the Government of the Province of Alberta has already recognized the additional costs of providing health care in northern Alberta by granting northern health regions additional funds;

NOW THEREFORE, the Council of the Town of High Level calls on the Province of Alberta to invest in the health and well-being of northern Albertans that contribute so significantly to the economic wealth of the Province by granting doctors located in northern Alberta an additional northern premium on their health care billings.

RESOLUTION PASSED UNANIMOUSLY AT THE COUNCIL MEETING OF

\_\_\_\_\_.

<sup>1</sup> Ministerial Advisory Council in Rural Health (November 2002) "Rural Health in Rural Hands, Strategic Directions for Rural, Remote, Northern and Aboriginal communities"

<sup>2</sup> Statistics Canada and the Canadian Institute for Health Information

<sup>3</sup> Northern Alberta Development Council (September, 2003) "Analysis of the Economic Contribution of the Northern Alberta Development Council Region to Alberta and Canada".



# Planning, Emergency and Enforcement Services

11.9)

## Director's Report

March 23, 2004 Meeting

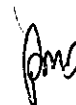
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### ADMINISTRATION

- Attended the La Crete Inter-Agency meeting to discuss mutual community needs and programs.
- We have started completing Incident Collision reports for the RCMP in the La Crete office.
  - We used to get customers inquiring if they could report their incidents to us rather than having to travel to the RCMP detachment in Fort Vermilion just to complete some forms and get a repair sticker.
  - We met with the RCMP who also agreed it would provide a better service to the residents in the La Crete area and the RCMP came in to provide the training to our staff.
  - This has proven to be a very positive customer service.
  - I have contacted the Assumption RCMP to meet and discuss the possibilities of us also providing the same service in Zama.
- Attended Health & Safety Committee meetings. The committee is currently working on attaining hazard assessments for all worksites.
- Safety Code Permit audit with Alberta Municipal Affairs.
- Meeting with Mackenzie Housing, Northern Lights Health Region, La Crete Ambulance and RCMP to establish procedures for emergency response to expected deaths.
- Attended GIS workshop in Fort Vermilion.
- Attended 'Emerging Trends' seminar in Edmonton.
- Attended "Waterfront Cottage Development" meeting with the Tri-Council.
  - Received 4 inquiries for cottage development at Wadlin Lake.
- Attended "Northern Opportunities Seminar" in High Level.
  - Some interesting information provided by NADC.

### PLANNING

- We re-organized the department to provide for more efficient customer service. This included reviewing and organizing the filing system, coordinating the staff time between subdivision and development activities, locating the staff to best conform to the customer requirements.
- *Subdivision Activity*
  - To date we have 19 subdivision applications from single lot to multi-lot requests.





- The feedback has been very positive with the MD now approving the subdivisions internally.
- *Development Activity*
  - To date we have 37 development permits with the majority being industrial activity.
  - We are reviewing the safety code permit process to develop a more accurate fee structure.
- *Community Planning*
  - We will be hosting a couple of meetings in March
    - La Crete Development Task Force
    - La Crete Community Meeting to review the proposed area structure plan and redistricting concepts.
- *Development Task Force*
  - Met with developers in La Crete to review new development policy and subdivision process.
- *Ag Land Task Force*
  - Met to review response to Minister.
    - Letters been sent.
- *Intermunicipal Development Plan*
  - Bylaw was PASSED by both Council's
  - Need to continue with more detail on the proposed zoning's within the IDP.
- *Legal Issues*
  - Attended the PVO Ltd. Queen's Court of Appeal.
- Bill Landiuk and I met with Forestry to discuss the Fort Vermilion Airport Lease agreement.
  - Forestry feels the annual lease amount is too high.

## EMERGENCY SERVICES

- *Fire Services*
  - Zama training
    - completed the following programs

*AM*





- Vehicle extrication
- First Aid/CPR
- Series 200
- There have been 4-6 people per exam writing
- Upcoming course
  - Ice-Rescue
  - Series 300
  - Series 500
- *Ambulance Services*
  - Reviewed and revised the medical protocols for MRES.
    - Need to be approved by Medical Director.
  - Finalized contract between MD23 and Aeromedical for providing Emergency Medical Services in Zama
    - Contract for 5 year term at \$650/day
  - Currently reviewing the contract between MD23 and Aeromedical for providing Emergency Medical Services in High Level rural/Fort Vermillion and area.
- *Municipal Emergency Plan*
  - Have updated the contacts in the Plan.
    - Copies of the plan will be distributed to agencies.
  - Have updated the flood response section of the Plan.
    - Will be scheduling a community meeting in Fort Vermillion to review the flood response plan.
- *Communications*
  - We are currently utilizing MIKE phones on a trial basis within the Operations Department to check on a couple of things.
    - (1) With the amount of cellular calls between staff we felt it might be cost effective to utilize the two-way system on the MIKE phones.
    - (2) We have a number of areas where we have very poor or no reception with either our current two-way system or cellular so this will allow us to check if the MIKE system has better coverage.
    - So far the MIKE system has worked very well within the departments. We have direct contact with Zama staff.
  - Met with Glentel Communications, our current service provider for two-way and paging systems.



- There has been a problem with the service level, they are based out of Grande Prairie and very seldom come up to provide servicing to their repeater or paging systems.
- *Fire Services Task Force*
  - Met to discuss the regional hazmat unit operating
  - Discussed Bluehills Community proposal
  - The Task Force will be meeting on April 8<sup>th</sup> to review a number of different issues
- *Legal Issues*
  - Investigating Zama Incident – will discuss in camera
- Attended 'Partners in Prevention Committee' meeting with Sustainable Resource Development 'SRD' to review:
  - Fire Smart Program for Zama
  - Mutual Aid agreements

## **ENFORCEMENT SERVICES**

- *Training*
  - Both Constables attended a Level I Collision Investigation Course at the Canadian Traffic Education Centre in Edmonton. This course is beneficial for us to investigate incidents within our jurisdiction. This does not take away from the requirements of the RCMP but allows us to be knowledgeable in doing our own internal investigations.
  - Ron Dyck also attended the Level II Collision Investigation Course at the Canadian Traffic Education Centre in Edmonton. This course provides more detail in determining cause and speeds involved with the incident.
  - We have scheduled one of Volunteer Constables to attend some courses at the Alberta Justice College which will benefit the enforcement services. This was required as Alberta Justice has cancelled the Auxiliary Constable Program due to concerns around training and liability.
- *Staffing*
  - As Council is aware, Constable Jason Gabriel resigned from Enforcement Services and is now working for the Operational Services Department.
  - We have not advertised the vacant position due to some anticipated changes to the Special Constable Program from Alberta Justice. We are expecting the changes to be announced in conjunction with the 2004 budget proposal later this month.



- This has definitely put an extra burden on the enforcement department with only one Constable currently employed to respond to all complaints in a timely fashion and working weekends.
- *Policing Task Force*
  - Task Force met to discuss issues of concern to review with regional RCMP members following meeting results with K-Division during AAMD&C conference.
  - Met with Inspector B.House and other RCMP members to discuss our concerns
    - Fort Vermilion - Member Needs Assessment
    - Centralizing of services
    - Zama response area
  - The Task Force is meeting on April 7<sup>th</sup> to draft formal response to K-Division.

Respectfully submitted,

Paul Driedger



# M.D. of Mackenzie No. 23 Council

## Request For Decision

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	March 23, 2004
Originated By:	Paul Driedger Director of Planning, Emergency and Enforcement Services
Title:	<b>IN CAMERA</b> <b>Subdivision Application 02MK048</b> <b>NW 1-105-16-W5M</b>
Agenda Item No:	<del>13 a)</del> 11h)

### BACKGROUND / PROPOSAL:

We received an application for a residential subdivision on NW 1-105-16-W5M on July 19, 2002. The proposed subdivision is an existing yardsite with a sawmill located directly behind it. The access to the yardsite is also the access to the sawmill, which means that loaded and unloaded log trucks cross the yard right next to the existing residence to go to the sawmill. As a condition of the subdivision, the applicant was required to provide alternate access to be constructed for the sawmill to MD standards and prior to registration of title.

The applicant was adamant that he did not wish to construct an alternate access for security reasons and the fact that the weigh scale would need to be moved. The applicant used to live at this location and states that this access has been used for logging trucks for the past 30 years without mishap. The subdivision is being sold to the son, who is also part owner of the sawmill.

The applicant suggested entering into an access agreement with the subdivision owner to allow access to the sawmill via the residential subdivision.

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

At the time, we sought advice from our legal counsel to address the following concerns:

1. The M.D. of Mackenzie Land Use Bylaw requires developers to provide access to all affected parcels in a subdivision. It does not make good planning sense to access an industrial site from a residential site especially when they are located on two separate properties.
2. There is a safety issue of having logging trucks and equipment cross a yard site where children are playing.

Review:	<i>DMO</i>	Dept.	<i>Planning</i>	<i>Kenwick</i> C.A.O.	<i>DMO</i>
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Our legal counsel advised that the owners could enter into an easement agreement allowing sawmill access across the residential subdivision. However, Council policy is that access be provided to the subdivision and the balance of the quarter in accordance with MD standards and at the developer's expense prior to registration of title. The subdivision authority should not deviate from Council policy. The MD can be found liable when they breach their own policies.

There is also the safety issue. The residents of the subdivision have small children and the log trucks are passing within a few meters of the house. There is a potential for serious injury or even loss of life. These children probably have company over sometimes and the trucks pose a risk to them as well.

Since the subdivision was done in the winter of 2002/03, at a time the access could not be constructed, the applicant gave us a certified cheque in the amount of \$10,000 together with an affidavit stating that he would construct a suitable access to the sawmill by June 30, 2003. He did construct an access to the quarter section but did not construct the access all the way to the sawmill. We have tried to accommodate him but now he has come to us again regarding leaving the access across the residential yard.

Council needs to consider the possible liability issue. If the MD allows the sawmill access to remain as it is now, across a residential subdivision, and it results in an injury or death Council needs to be aware that the MD could be held liable.

**Considerations:**

Should Council be in favour of allowing the access to remain via a registered easement, a motion needs to be made to that effect.




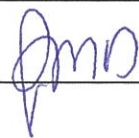
If Council agrees with our decision that a separate access is required, we will give the applicant a time extension to June 30, 2004 to complete the access to MD standards, including moving the weigh scale to the new access. In the event that the access is not constructed by that date, the certified cheque will be cashed and the money used to build an access.

**COSTS / SOURCE OF FUNDING:**

N/A

**RECOMMENDED ACTION (by originator):**

For information.

Review: 	Dept. 	 C.A.O.	
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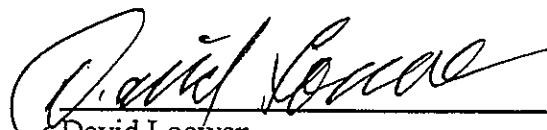


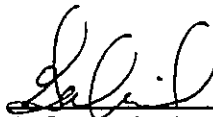
CANADA )  
 PROVINCE OF ALBERTA )  
 )  
 )  
 )  
 TO WIT ) I, David Loewen  
 ) of Box 208, La Crete  
 )  
 ) in the Province of Alberta

Solemnly Affirm and Declare:

1. THAT I am the developer of NW 01-105-16-W5M as named in the attached Developer's Agreement.
2. THAT, by June 30, 2003, I will construct an access to the sawmill east of the proposed subdivision and to the balance of the quarter section, namely NW 01-105-16-W5M, to Municipal District of Mackenzie No. 23 standards as agreed upon in the attached Developer's Agreement.
3. THAT I submit, for security, a certified cheque in the amount of \$10,000 to the Municipal District of Mackenzie No. 23.
4. THAT, in the event that I have not constructed the alternate access to the sawmill east of the proposed subdivision and to the balance of the quarter section of NW 01-105-16-W5M by June 30, 2003, the Municipal District of Mackenzie No. 23 may use the \$10,000 security to construct the required access.
5. THAT, upon completion of the alternate access to the sawmill, the existing sawmill access across the subdivision shall be eliminated.

Affirmed before me )  
 )  
 at *LaCrete* )  
 )  
 in the Province of Alberta, )  
 )  
 this *3<sup>rd</sup>* day of *February* )  
 )  
 A.D. 2003 )

  
 \_\_\_\_\_  
 David Loewen

  
 \_\_\_\_\_  
 JASON C. GABRIEL  
 A Commissioner for Oaths in and for the  
 Province of Alberta, Appointee #0692074  
 This Appointment Expires Aug. 22, 2004  
 A Commissioner for Oaths in and for the  
 Province of Alberta

*original in safe*



Refer to: M. G. Garcia Cooke  
Direct Line: (780) 497-4809  
E-mail: gcooke@brownleelaw.com  
Your File #:   
Our File#: 71688-055/MGC

January 8, 2003

MUNICIPAL DISTRICT OF MACKENZIE NO. 23  
P.O. Box 640  
Fort Vermilion  
AB T0H 1N0

**ATTENTION: EVA SCHMIDT, CLGM  
Development Officer**

Dear Madam:

Re: Subdivision Application 02MK048, NW 01-105-16-W5M

Further to your correspondence dated December 5, 2002, we confirm your request to provide our comments with respect to the Applicant's opposition to provide access.

**Facts:**

You have advised us of the following facts. Should any of these facts be inaccurate, please advise us as soon as possible as it may affect the substance of our opinion.

- The Applicant wishes to subdivide a yard site out of his quarter section of land to sell to his son.
- The Applicant and his son jointly own a sawmill located behind the proposed subdivision on the balance of the quarter section.
- Currently, the only access to the sawmill is across the yard of the proposed subdivision.
- The M.D.'s Subdivision Authority has requested that the Applicant provide an alternate access to the sawmill as the M.D. is of the view that it is not good planning sense to have the only access to an industrial site from a residential site when the two sites are located on two different parcels. The M.D. is also concerned that the lack of an alternate access would



create some safety issues given that there will be logging trucks and industrial equipment crossing a yard site where children may be playing.

- The Applicant is opposed to providing the alternate access for the following reasons:
  1. "There is a weigh scale installed on the yard site that is currently being used by their logging trucks, which would have to be moved to the alternate access and would be an added expense.
  2. For security reasons they want all traffic to the sawmill to cross the yard site. The son is willing to enter into an agreement with the sawmill to provide access across the yard site.
  3. The developer has brought up his family under these conditions and has never had a mishap."

- We have not reviewed any of the M.D.'s statutory plans.
- The M.D.'s Council passed Motion 02-576 which states:

"That the condition 'Provision of access to the subdivision and the balance of the quarter in accordance with the M.D. standards and at the developers expense prior to registration of title' be continued as a condition of rural subdivisions."

- The M.D.'s Land Use Bylaw does not address the issue of access as it relates to subdivision.

**Issue:**

1. Does the M. D.'s Subdivision Authority have the authority to require that a separate access be provided to the sawmill?
2. What, if any, liability could the Subdivision Authority be exposed to regarding this matter?

**Discussion:**

*Does the M. D.'s Subdivision Authority have the authority to require that a separate access be provided to the sawmill?*

**Subdivision and Development Regulations 43/2002 (the "Regulations")**

Pursuant to section 7(e), (h), and (i) of the Regulations, in making a decision as to whether to approve an application for subdivision, the subdivision authority must consider the subject land's accessibility to a road, the use of the land in the vicinity of the subject land, and any other matters that it considers necessary to determine whether the subject land is suitable for the subdivision.





Furthermore, section 9 of the Regulations provides:

9 Every proposed subdivision must provide to each lot to be created by it

- (a) direct access to a road, or
- (b) lawful means of access satisfactory to the subdivision authority.

In the matter at hand, the proposed subdivision would leave the yard site containing the sawmill (the "Sawmill Site") without its own access. Indeed, you have advised that the only access to the Sawmill site would be through the residential site. Given the requirements of the Regulations, and given the resolution passed by Council, we are of the view that the Subdivision Authority would be authorized to require that a separate access to the Sawmill Site be provided.

Alternatively, you will note that section 9(b) of the Regulations provides that direct access is not the only option. Consequently, in our view, it is also within the Subdivision Authority's discretion to accept the registration of an easement through the residential site to provide access to the Sawmill Site. It would be crucial that the easement be registered against the title of the residential site such that if the residential site is sold, the easement would run with the lands to ensure the continued provision of access to the Sawmill Site.

As discussed above in reference to the requirements of the MGA and the Regulations, with respect to subdivision approval, a subdivision authority must not approve an application for subdivision approval unless a number of requirements are met, including a requirement that the land is suitable for the intended purpose, and that the land complies with the Municipality's Plans (see MGA s.654). As we have not reviewed any of the Municipality's statutory plans, we will not comment on whether the subdivision application complies with the plans. However, as discussed above, in our view, the Municipality must consider the issue of access in determining the application. We have advised that either a separate access for the Sawmill Site or an Easement being registered at Land Titles may meet the requirements of the legislation regarding access. Of course, the Regulations provide that the "lawful means of access" must be satisfactory to the Subdivision Authority.

With respect to the issue of safety that the Municipality has raised, we note that section 7(i) of the Regulations provides that the Subdivision Authority may also consider "any other matters that it considers necessary to determine whether the land that is the subject of the application is suitable for the purpose for which the subdivision is intended." While we have not located any case law that is similar to the issue of safety raised here, we note that generally speaking, the Courts have viewed public safety as a relevant planning consideration.

*What, if any, liability could the Subdivision Authority be exposed to regarding this matter?*

Municipalities will be protected from liability for policy decisions made in good faith; a Municipality will be liable for a decision/inaction in the operational sphere if the Municipality



breached the duty of care it owed to that person and should have reasonably foreseen a loss inflicted on that person.

Pure policy decisions are ones that are characterized as decisions made at a senior, regulatory level, where a variety of competing considerations must be weighed, including economic or social factors.

In the matter at hand, Council's resolution regarding rural access may be considered a policy decision. However, the Subdivision Authority's implementation of that policy would likely be considered an operational decision. As such, it is important for the Subdivision Authority to not deviate from the policy.

Of course, the Applicant will always have the opportunity to appeal any decision of the Subdivision Authority to the Municipality's Subdivision and Development Appeal Board. As discussed above, in our view, the Subdivision Authority must consider the issue of access in rendering its decision and therefore, it would be difficult for the Applicant to argue against the issue of access on the basis that it would be difficult to move a weigh scale or that there has never been a "mishap" before.

We trust that you will find the foregoing in order. Should you have any questions or concerns, please do not hesitate to contact the writer.

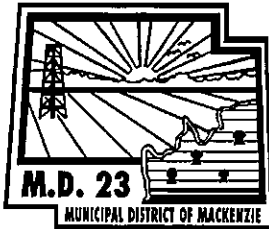
Yours truly,

BROWNLEE FRYETT  
PER:

M. Grace Garcia Cooke

/mgc





## M.D. of Mackenzie No. 23

### Request For Decision

Meeting:	Regular Council Meeting
Meeting Date:	March 23, 2004
Originated By:	Bill Landiuk, Director of Corporate Services
Title:	Mackenzie Regional Partnership
Agenda Item No:	12. a)

#### BACKGROUND / PROPOSAL:

Mackenzie Municipal Services Agency (MMSA) has provided an update on the current status of the partnership (see attached letter). Due to current staff resources and workload, MMSA will no longer continue as the Managing Partner and it asking if someone is willing to take over these duties. In addition, MMSA is asking three (3) questions to its members and Administration replies are as follows:

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

1. Do you wish to remain with the Mackenzie Regional Partnership if the MMSA is no the managing partner? Answer – Regardless of who is the managing partner the recommendation is no, as we have received little or no benefit from this partnership up to now. The partnership was set up to deal with economic viability due to decreasing population and in this MD we face the opposite problem with increasing population.
2. Would your municipality be willing to take on the duties of the Managing Partner? Answer – No.
3. Would you have any objections to another municipality taking on these duties? Answer - No.

#### COSTS / SOURCE OF FUNDING:

N/A

#### RECOMMENDED ACTION (by originator):

Motion:

That MMSA be provided with a response in regards to the Mackenzie Regional Partnership

Review:

Dept.

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





Received - March 10/04

## Mackenzie Municipal Services Agency

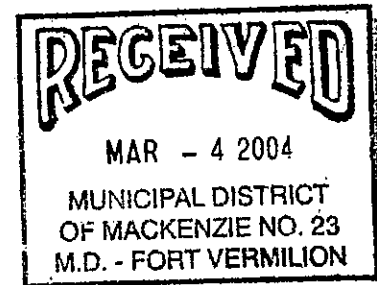
P.O. Box 450, Berwyn AB T0H 0E0

March 1, 2004

Municipal District of Mackenzie No. 23  
Box 640  
Fort Vermillion AB T0H 1N0

Attention: Harvey Prockiw,  
Chief Administrative Officer

Dear Harvey,



### RE:Mackenzie Regional Partnership

The purpose of this letter is to provide the members of the Mackenzie Regional Partnership (MRP) with an update on the current status of the partnership. The original application has been approved with the Mackenzie Municipal Services Agency as the Managing Partner, however, since the application was first submitted circumstances have changed with regards to the structure of the Agency. As you may be aware, due to budget constraints, we have had to reduce our staff complement down from six staff to four staff positions. With the current staff resources and the projected workload, it is not feasible for the Agency to continue as the Managing Partner. We have had several discussions with Alberta Municipal Affairs with regards to the options available to the partnership and they have responded in a very positive manner and are willing to work with the Partnership in order to ensure that the Partnership is a success. Alberta Municipal Affairs has advised the Agency that it is possible to amend the application and designate a different managing partner and also to amend the budget and exploration activities to a minor degree. Any proposed changes will have to be resubmitted to Alberta Municipal Affairs for approval. A detailed rationale for the requested amendment must be provided along with the amended application.

The Mackenzie Regional Partnership is a very advantageous initiative for the region as it encourages open dialogue and regional cooperation through the identification and implementation of programs and strategies benefiting the region. The MMSA strongly supports the Regional Partnership and would certainly like to see it proceed if at all possible. As the Agency is no longer able to be the managing partner for the MRP, we must determine if the partnership can proceed. We are requesting your input at this time as to your council's future commitment to the partnership.

...2





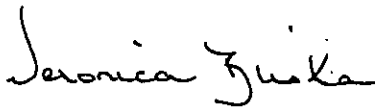
1. Do you wish to remain within the Mackenzie Regional Partnership if the MMSA is not the managing partner?
2. Would your municipality be willing to take on the duties of the Managing Partner?
3. Would you have any objections to another municipality taking on these duties?

For your reference, attached as Schedule A is the primary duties of the Managing Partner. It should be noted that the Managing Partner would not have any additional authority/power in comparison to the other partners and is more of an administrative function. We would also appreciate any other comments or concerns that you may have to offer at this time.

Alberta Municipal Affairs have requested that we notify them as soon as possible as to our intentions with the current application and therefore, we request that you respond at your earliest convenience to this letter.

If you require any additional information, please do not hesitate to call our office in Berwyn.

Yours truly,



Veronica Bliska  
Chair,  
Mackenzie Municipal Services Agency

cc: Jackie Christie,  
Alberta Municipal Affairs

Gary Sandberg  
Alberta Municipal Affairs



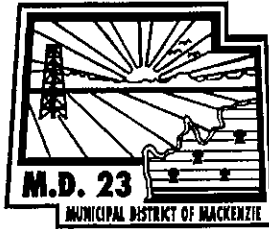
## SCHEDULE "A" – Duties and Responsibilities of the Designated Managing Partner

1. Coordinate flow of grant program.
2. Liaison with Alberta Municipal Affairs
3. Administer the financial portion of the program
4. Organize and coordinate meetings when required.
5. Prepare request for proposals and contracts for the individual projects.
6. Monitor/manage the process in terms of time frames, completion within scope of project descriptions
7. Those duties and responsibilities as outlined in the Grant Agreement



- (d) have the right to publish and distribute any report submitted by the Agency, to the Minister, on the Project.
2. The Agency shall:
    - (a) carry out the Project as set out in Schedule "A," without material alteration;
    - (b) use the entire amount of the Grant for the purpose of carrying out the Project;
    - (c) complete the Project and use the Grant, including any income earned thereon, by November 1, 2004;
    - (d) be responsible for any cost-over-runs incurred in carrying out the project;
    - (e) submit a copy of all project outcome, findings or final activity reports generated during or by the exploration activities;
    - (f) submit a final report to the Minister's satisfaction, within one month after completing the Project, that provides a summary of the Project and identifies the outcomes(s);
    - (g) submit Project financial statements to the Minister, within one month after completion of the Project, to confirm that the Grant was used for the Project and within the time line specified in sub-clause 2(c) above;
    - (h) carry out the Project in accordance with all applicable laws, regulations and generally accepted standards;
    - (i) ensure that all resource personnel involved in the Project are suitably qualified; and
    - (j) refund any unexpended portion of the Grant and any amounts expended for purposes other than for those specified in this Agreement to the Minister of Finance.
  3. The Agency represents and warrants to the Minister that:
    - (a) the execution of the agreement has been duly and validly authorized by the Agency in accordance with all applicable laws;
    - (b) the Project is intermunicipal, and the Agency, as the managing authority has or will obtain an agreement or council resolutions from the other participating municipalities or partners regarding the Project indicating that it has the authority to agree to the terms of this Agreement on behalf of the Partnership;
    - (c) it agrees to sign this Agreement on behalf of the partner municipalities; and
    - (d) in accordance with this Agreement, it will provide all the required Project administration, compliance reporting, and documentation, as required on behalf of the Partnership.
  4. If the Agency does not meet all of its obligations under this Agreement, or uses the Grant for any unauthorized purpose, the Minister will notify the Agency of such breach in writing and the Agency will have 20 days to remedy such breach. If, in the opinion of the Minister, the Agency does not remedy the breach, the Minister may terminate the Agreement without further notice to the Agency and demand the immediate refund of the Grant, or such lesser amount as the Minister may determine, to the Minister of Finance.
  5. The Minister may terminate this Agreement for any reason by notifying the Agency in writing upon 60 days notice. Upon receipt of the notice of termination, the Agency shall only use the Grant to pay reasonable wind-down costs and committed expenses related to the Project. Immediately upon termination of the Agreement, the Agency shall refund to the Minister of Finance any unexpended portion of the Grant and any amounts expended for purposes other than those specified in this Agreement.
  6. This Agreement shall come into effect on the date that the Minister or his representative signs the Agreement.





## M.D. of Mackenzie No. 23

### Request For Decision

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	March 23, 2004
Originated By:	Barb Spurgeon, Executive Assistant
Title:	Annual Team Building
Agenda Item No:	12. b)

#### BACKGROUND / PROPOSAL:

Last year we held a team building day with staff and Council facilitated by Spark Ventures. It was so successful both staff and Council requested this become an annual event,

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

This year's team building day will be held March 26 at 9:00 a.m. at the Fort Vermilion Legion. It again will be facilitated by Spark Ventures.

#### COSTS / SOURCE OF FUNDING:

#### RECOMMENDED ACTION (by originator):

That Council be approved to attend the 2004 Team Building on March 26 in the Fort Vermilion Legion.

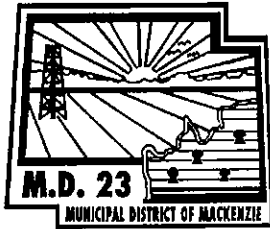
Review:

Dept.

Acting  
C.A.O. JMD.







## M.D. of Mackenzie No. 23

### Request For Decision

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	March 23, 2004
Originated By:	Barb Spurgeon, Executive Assistant
Title:	<b>North Peace Applied Research Association Annual General Meeting</b>
Agenda Item No:	12. c)

#### BACKGROUND / PROPOSAL:

North Peace Applied Research Association is holding their Annual General Meeting in the Fort Vermilion MD Council Chambers on March 31, 2004. They have invited anyone who wishes to attend.

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

#### COSTS / SOURCE OF FUNDING:

#### RECOMMENDED ACTION (by originator):

##### Option 1

That \_\_\_\_\_ be authorized to attend the annual general meeting of the North Peace Applied Research Association on March 31, 2004.

##### Option 2

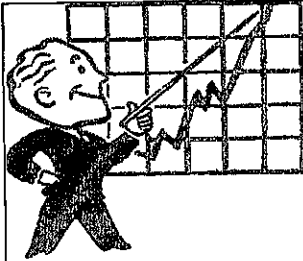
That correspondence from the North Peace Applied Research Association be received for information.

Review:

Dept.

Acting  
C.A.O.





## NPARA Annual General Meeting

**Thursday, March 31, 2004**

**Fort Vermilion MD # 23 Boardroom**

**9:30 AM to 3:00 PM**

NPARA Members: FREE

Non-members: \$10 (for lunch)

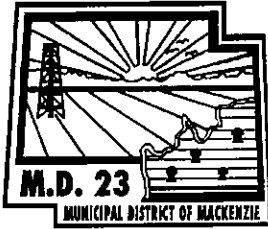
**Everybody is invited to attend this meeting**

### Agenda

Registration and Coffee		9:00-9:45
Peace Pest Forecast and Ag-Info Centre	Kim Zeleny, AAFRD Crop Specialist	9:45 to 10:15
Riparian Management	Kelsey Spicer-Rawe, & Kerri O'Shaughnessy, Riparian Specialists Cows and Fish	10:15 to 11:00
NPARA 2003 Results	Maryse Maurice, Research Coordinator Manning Kelly Zeleny, Assistant Coordinator Fort Vermilion Mike Hall, AAFRD Crop Specialist Fort Vermilion	11:00 to 11:45
NPARA Business Meeting	Chair: Peter Wieler	11:45 to Noon
Lunch		Noon
Crop Insurance, CAIS Program and more....	Virginia Batt, AFSC Fort Vermilion	12:45 to 1:15
The Future for Beef Market Development and the Impact of the BSE Crisis on Alberta Producers.	Gordon Musgrove, Cattle Producer Councilor County of Newell Beef Border Rally 2003 Organizer	1:15 to 2:15

For more information contact Kelly Zeleny or Salvador Lopez  
 North Peace Applied Research Association  
 Box # 646  
 Fort Vermilion, AB, T0H 1N0  
 Phone: (780) 927 - 3776  
 Fax: (780) 927 - 3838





## M.D. of Mackenzie No. 23

### Request For Decision

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	March 23, 2004
Originated By:	Barb Spurgeon, Executive Assistant
Title:	Northern Lights Health Region
Agenda Item No:	12. d)

#### BACKGROUND / PROPOSAL:

Council had requested that a meeting be set up with the Board of Northern Lights Health Region to discuss health care in Zama, continuing care and staffing.

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

Attached is the response from Patricia Pelton, Chief Executive Officer for Northern Lights Health Region

#### COSTS / SOURCE OF FUNDING:

#### RECOMMENDED ACTION (by originator):

That the correspondence from North Lights Health Region be received as information.

Review:

Dept.

H. J. HINK  
C.A.O.






Patricia L. Pelton  
Phone: (780) 791-6020  
Fax: (780) 791-6029  
Email: ppelton@nlhr.ca

2004 March 09

Mr. Harvey Prockiw  
Chief Administrative Officer  
Municipal District of MacKenzie No. 23  
P.O. Box 640  
Fort Vermilion, AB T0H 1N0

Dear Sir, 

I am in receipt of your letter dated 2004 February 10. As per our telephone conversation, please note the following:

**Provision of primary care to residents of Zama**

A meeting is being arranged with representation from Industry, the Municipal District and the Regional Health Board to discuss health service delivery issues in both Rainbow Lake and Zama. The results of the survey recently completed by Rainbow Lake residents will also be shared. We will keep you informed regarding the pending date of this meeting.

**Continuing Care in the Region**

A meeting with Helen Braun of the Heimstead Lodge and the Northern Lights Health Region will occur on 2004 March 11 to discuss the above. The basis of the discussion will be the 10 year capital plan and the 10 year continuing care plan, both products of the former Northwestern Regional Health Authority Board and Administration. Hopefully you will be able to join us for the discussion, but if not, we will meet again on the issue at a time convenient to your schedule.

**Health Professionals and Physician Staffing**

The Northern Lights Health Region Board will be pleased to discuss the area of human resources recruitment and retention in an upcoming meeting. I believe the position of the current Board on the clinic issue in High Level has been made clear, through a recent letter to the Editor of the Echo. Certainly this issue can be discussed in greater detail.

It is our expectation that the Minister of Health & Wellness will soon appoint a new Board Chair to replace the recently announced resignation of Mr. Scott Garner. It is also expected that other appointments will be made shortly to complete the Northern Lights Health Region full Board complement.

CORPORATE OFFICE

7 Hospital Street Fort McMurray, AB T9H 1P2 Ph. (780) 791-6020 Fx. (780) 791-6029





Mr. Harvey Prockiw  
2004 March 09

Page 2

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I will have my office work with you to organize a videoconference meeting in the next few weeks, at which time our new Chair and full Board should be in place.

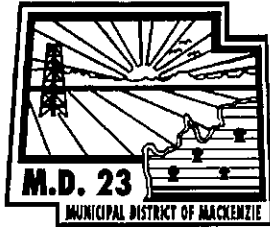
Sincerely,

A handwritten signature in black ink, appearing to read "Patricia Pelton". The signature is fluid and cursive, with a large initial "P" and a long, sweeping underline.

PATRICIA L. PELTON  
Chief Executive Officer



# M.D. of Mackenzie No. 23



## Request For Decision

Meeting:	<b>Regular Council</b>
Meeting Date:	March 23, 2004
Originated By:	Barbara Spurgeon, Executive Assistant
Title:	<b>Senior's Week 2004</b>
Agenda Item No:	12. e)

### BACKGROUND / PROPOSAL:

The Seniors Advisory Council has proclaimed the week of June 6 – 12, 2002, as Senior's Week.

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The theme for Senior's Week 2004 is "Alberta Seniors – Building and Contributing". This theme was chosen to reflect how seniors have helped build the province and their ongoing contribution to cities and towns.

Council also has the option of entering the 'Senior's Week Most Creative Event' contest. Attached is a Calendar of Events with space to schedule different events for each day during Senior's Week.

### COSTS / SOURCE OF FUNDING:

Not applicable.

### RECOMMENDED ACTION (by originator):

That the week of June 6 - 12, 2004, be proclaimed as Senior's Week within the Municipal District of Mackenzie.

Review:

Dept.

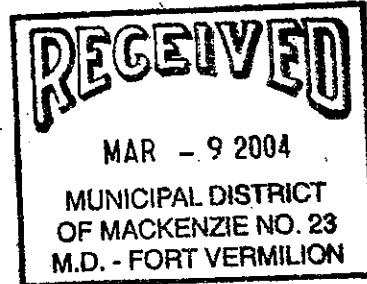
ACTING  
C.A.O.



February 27, 2004

AC0147

His Worship William Neufeld  
Reeve of MD of Mackenzie No. 23  
PO Box 640  
Fort Vermilion, AB T0H 1N0



Dear Reeve Neufeld:

Alberta is preparing to honour its seniors once again during Seniors' Week 2004 - '**Alberta Seniors...Building and Contributing**'. As Chair of the Seniors Advisory Council for Alberta, I am pleased to encourage your community's formal recognition of this important celebration from June 6<sup>th</sup> - 12<sup>th</sup>, 2004.

Enclosed you will find a **Municipal Proclamation** produced by the Ministry of Seniors and the Seniors Advisory Council. This Proclamation was designed to help encourage even more communities to recognize Seniors' Week, generating greater awareness of the past, present, and future contributions of seniors in our communities. Last year, 44 of Alberta's cities and towns officially proclaimed Seniors' Week and we're hoping to surpass, even double that total, in recognition of Seniors' Week 2004!

We appreciate your consideration of this request and I sincerely hope that you decide to **proclaim** June 6<sup>th</sup> - 12<sup>th</sup>, 2004 as Seniors' Week. Should your Municipal Council proclaim Seniors' Week or if it is planning a community-based Seniors' Week event, our Council would like to register it in a special edition of our *Update* newsletter.

Please **fax or e-mail the confirmation of your Proclamation**, and/or your event submission on the attached form to the Seniors Advisory Council for Alberta prior to **Monday, April 19, 2004**. This will ensure that your event will be published in the Council's Special Edition of *Update* newsletter in May 2004.

I hope that you will join us, and all Alberta communities as we celebrate Seniors' Week 2004.

Sincerely,

A handwritten signature in cursive script that reads "Karen Kryczka".

Karen Kryczka, MLA  
Chair

Enclosure





## Seniors' Week June 6-12, 2004 Province-Wide Calendar of Events

The Seniors Advisory Council for Alberta is pleased to be able to provide you with information about Seniors' Week 2004 events from communities across Alberta.

But first, we need **your** help to gather the information. Please include *all your events*, including the one you plan to submit for the **Seniors' Week Most Creative Event Contest**.

Just complete the following and return this page to the Seniors Advisory Council for Alberta by **April 19, 2004**. Then, we will be compiling the event information into a Special Edition of our *Update* Newsletter. You will receive a copy of the **Update** prior to Seniors' Week.

So, use the outline below to inform us of your activities. If more space is required, please attach a separate sheet of paper. *If you have any questions, please contact the Seniors Advisory Council for Alberta office at (780) 422-2321.* You can call toll-free by first dialing 310-0000 then (780) 422-2321.

**Organization Name:** \_\_\_\_\_

**Events Contact:** \_\_\_\_\_

**Contact Phone Number:** \_\_\_\_\_

### Sunday, June 6<sup>th</sup>

Event:	
Location:	
Contact person if different from above:	Telephone:

### Monday, June 7<sup>th</sup>

Event:	
Location:	
Contact person if different from above:	Telephone:

### Tuesday, June 8<sup>th</sup>

Event:	
Location:	
Contact person if different from above:	Telephone:

(Continued)







**Seniors' Week June 6 – 12, 2004  
Province-Wide Calendar of Events**

**Wednesday, June 9<sup>th</sup>**

Event:	
Location:	
Contact person if different from above:	Telephone:

**Thursday, June 10<sup>th</sup>**

Event:	
Location:	
Contact person if different from above:	Telephone:

**Friday, June 11<sup>th</sup>**

Event:	
Location:	
Contact person if different from above:	Telephone:

**Saturday, June 12<sup>th</sup>**

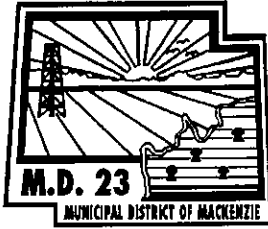
Event:	
Location:	
Contact person if different from above:	Telephone:

**Please return form to the Seniors Advisory Council for Alberta, either:**

**By Mail:** Seniors Advisory Council for Alberta  
c/o Alberta Seniors  
600 Standard Life Centre  
10405 Jasper Avenue  
Edmonton, Ab. T5J 4R7

**or, By Fax: (780) 422-8762**





## M.D. of Mackenzie No. 23

### Request For Decision

Meeting:	<b>Regular Council</b>
Meeting Date:	March 24, 2004
Originated By:	Barbara Spurgeon, Executive Assistant
Title:	<b>Alberta Rural Physician Award of Distinction</b>
Agenda Item No:	12. f

#### BACKGROUND / PROPOSAL:

The Alberta Rural Physician Action Plan (ARPAP) presents an award of distinction annually to a family physician that currently lives and works in rural Alberta. The ARPAP encourage Rural Alberta residents to recognize the achievement of outstanding rural physicians by nominating a family physician from their region for the Rural Physician Award of Distinction.

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

The deadline for nominations is March 31, 2004. At the last regular Council Meeting a motion was made to nominate Dr. Gruenewald for this honor. However, it requires the physician to approve this nomination as well as supply his Curriculum Vitae and ~~the~~ his community involvement. We are unable to locate Dr. Gruenewald as he has left High Level already and will only be back in late April to do a locum. Therefore, we have been unable to complete this nomination.

Given the deadline is March 31, for submission, administration recommends receiving this update as information rather nominating anyone else this year.

#### COSTS / SOURCE OF FUNDING:

N/A

#### RECOMMENDED ACTION (by originator):

That the update on the Alberta Rural Physician Award be received for information.

Review:	Dept.	Account C.A.O. <i>AMD</i>
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Alberta Rural

Physician

# AWARD *of* DISTINCTION

Recognize the achievements of an outstanding rural physician in your community by nominating them for the 2004 Rural Physician Award of Distinction. Beyond their medical practice, rural physicians often contribute to the fabric of rural life by teaching other health professionals, conducting research, and volunteering in their community.

This award is presented annually by the Alberta Rural Physician Action Plan (RPAP).



*Nominate a rural family physician who makes  
a valuable contribution to your community*

For nomination information call  
RPAP toll free at 1-866-423-9911  
or check the RPAP website at  
[www.rpap.ab.ca](http://www.rpap.ab.ca)



Alberta Rural

Physician

# AWARD *of* DISTINCTION

Rural Alberta residents are encouraged to help recognize the achievements of outstanding rural physicians by nominating a family physician from their area for the 2004 Rural Physician Award of Distinction.

## Eligibility Criteria



This award is presented annually to a family physician who currently lives and works in rural Alberta and has done so for more than four years. The individual must demonstrate superior commitment and contribution to the community through

medical practice, teaching other health professionals, conducting research, and/or volunteering in the community.

Rural Alberta is defined as any community outside the previous Calgary and Capital Health region boundaries.\*

**Deadline for nominations  
is Wednesday, March 31, 2004**

For nomination information call 1-866-423-9911



# Nomination Process

## Step 1 Eligibility Criteria

To be eligible for an Award of Distinction, a family physician must:

- Presently live and work in rural Alberta and have done so for more than four years, and
- Demonstrate a superior commitment and contribution to your community through medical practice, teaching, research and/or community service.

Rural Alberta is defined as any community outside the previous Calgary and Capital Health region boundaries.\*

Deadline for Nominations: 5:00 p.m., 31 March 2004.  
No extensions will be granted. Incomplete packages cannot be forwarded to judges.

## Step 2 Tell Us About Your Nominee

### Statement of Nomination and Biography

Write a letter of nomination to RPAP of no more than two typed pages that tells us how your nominee meets the Award criteria shown above and gives an overview of the nature and scope of your nominee's achievements including:

- How their superior contribution and commitments have made a difference to your community through medical practice, teaching, research and/or community service;
- Their personal characteristics that made their achievements possible;
- The obstacles to overcome to achieve their contributions;
- Describe in detail when and where the achievements took place, and how they have improved your community. Obtain supporting documentation from nominees if available. Enclose any information you need to tell your nominee's story including: personal anecdotes, testimonials and narratives.

### Resume

Attach a copy of your nominee's resume to provide judges with basic biographical information.

### Letter of Agreement

All nominees are required to sign a release enabling RPAP to provide the media with their name. In April, a news release will be issued announcing the recipient of the award. While RPAP will not include a complete list of all those nominated in Alberta, it will release, upon request, the names of local nominees to local media.

If your nominee is selected as the Award recipient, they will be required to sign a letter agreeing to participation in the Award event, as well as the media coverage generated around it.

### Letters of Support

To be eligible for consideration, evidence of community support is required as demonstrated through two letters of support – one letter from another individual and one from a community organization. These letters should make reference to the 2004 RPAP Rural Physician Award of Distinction Program, mention your nominee by name, provide brief information on the impact of your nominee's achievements, and indicate your nominee's professionalism and commitment to rural medicine.

### Black and White Photograph (Optional)

As part of the Award program, RPAP publishes a newsletter with information on the award recipient. A head and shoulders photograph of your nominee would be appreciated.

## Step 3 Tell Us About Yourself

RPAP may need to contact you as part of the judging process. Please provide your name, mailing address, business/home phone numbers and e-mail address.

## Step 4 Submit Your Nomination

Mail your completed nomination package to:

Alberta Rural Physician Action Plan,  
Award of Distinction Committee  
1000 Manulife Place, 10180 – 101 Street NW  
Edmonton, AB T5J 3S4

## Step 5 Plan To Honour Your Nominee

If your nominee is selected as the Award recipient, work with RPAP to plan and co-sponsor an award celebration event in your community. If your nominee is not selected, work with your local community to find other ways to recognize your physician's contributions.

**Deadline for  
Nominations:  
March 31, 2004  
by 5:00pm**

No extensions will be granted.  
Incomplete packages will not be  
forwarded to judges.

\* Please contact RPAP to confirm the eligibility of your community.

or check the RPAP web page at [www.rpap.ab.ca](http://www.rpap.ab.ca)



w w w . r p a p . a b . c a

The Alberta Rural Physician Action Plan (RPAP) was established by the Government of Alberta in early 1991, to develop a comprehensive action plan for the recruitment and retention of rural physicians.

Since RPAP was formed, over one dozen initiatives have been implemented in order to influence physician's decisions about training and working in a rural Alberta community. "Through the Award of Distinction program, RPAP hopes to increase awareness and recognition of the role and contributions made by rural family physicians, and to encourage more physicians to locate and maintain medical practices in rural Alberta. "

RPAP is funded by Alberta Health and Wellness.

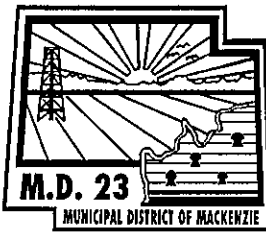


Further information about this award or other  
RPAP initiatives may be obtained from:

Program Manager, Alberta Rural Physician Action Plan  
1000 Manulife Place, 10180 - 101 Street  
Edmonton, Alberta T5J 3S4 Canada  
Toll free 1-866-423-9911 Fax: (780) 423-9917  
Alberta-RPAP@rpap.ab.ca



# M.D. of Mackenzie No. 23



## Request For Decision

Meeting:	<b>Regular Council</b>
Meeting Date:	March 23, 2004
Originated By:	Barbara Spurgeon, Executive Assistant
Title:	<b>2004 Annual Planning Conference and Education Session</b>
Agenda Item No:	12. h)

### BACKGROUND / PROPOSAL:

The Community Planning Association of Alberta is hosting the 2004 Annual Planning Conference and Education Session.

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The 2004 Annual Planning Conference dates are April 5, 6, & 7, 2004. The Education Session 2004 is on April 5, 2004. Both Conferences will be held at the Capri Center in Red Deer.

Attached is a list of speakers and topics that will be addressed at each conference.

### COSTS / SOURCE OF FUNDING:

Honorariums and Expenses

2004 Annual Planning Conference:	\$240 per person
Education Session 2004	\$195 per person

### RECOMMENDED ACTION (by originator):

That Councillors \_\_\_\_\_ be authorized to attend the 2004 Annual Planning Conference and/or Education Session 2004 in Red Deer April 5 – 7, 2004.

That the information on the 2004 Annual Planning Conference and the Education Session 2004 be received for information.

Review:

Dept.

C.A.O.



**Kristin McNeil**

**Subject:** FW: REMINDER: Community Planning Association 2004 Annual Planning Conference and Education Session 2004

To all municipal council members; development officers; members of municipal planning commissions; subdivision and development appeal board members; planners; municipal managers and administrators; housing officers and members of housing associations; waste management personnel; members of community organizations:

This year's **Community Planning Association of Alberta's Annual Planning Conference and Education Session 2004** are only 3 few weeks away (April 5, 6 & 7, 2004) in Red Deer, Alberta. If you haven't already registered for these two events, you should plan on doing so soon. Both events promise to be as interesting and exciting as ever.

**2004 ANNUAL PLANNING CONFERENCE**

April 5, 6 & 7, 2004, Capri Centre, Red Deer, Alberta

The Conference begins with **Minister Mark Norris** speaking at our opening reception at 7:00 p.m. on April 5th and ends at noon on April 7th with our closing speaker - **Preston Manning**. Included in our line-up of Conference speakers are:

- Honourable Mark Norris, Minister of Alberta Economic Development (speaking on **Regional Economic Development Alliances**)
- Preston Manning, Senior Fellow of the Fraser Institute and the Canada West Foundation (**Closing Speaker**)
- Mark Seasons, Assistant Professor, School of Planning, University of Waterloo (speaking on **Regional Planning and Regional Development - Exploring new Frontiers**)
- Louise Kidney, Senior Advisor, Business Opportunities, Alberta Innovation and Science; and Scott Walker, Manager, Ottawa Online (speaking on **Telecommunications Technology and Small Town Development**)
- Mayor Bill Smith, City of Edmonton; Mayor Ken Kobly, Town of Beaumont; and Bob Horton, Transportation Manager, Strathcona County (speaking on **Planning and Designing Public Transportation Systems - Regional Bussing Agreements**)
- Randy Conrad, Principal, Randall Conrad and Associates; Honourable Gene Zwozdesky, Minister of Community Development; and Neil Hepburn and Melville McMillan, Department of Economics, University of Alberta (speaking on **Working Together On Community Facilities and Services**)
- Paul Ruffell, President and Chief Operating Officer, EBA Consultants Ltd.; and Ian Gray, Manager, Environmental Operations, County of Strathcona (speaking on **Opportunities in Solid Waste Management**)
- Ron Mattiussi, Director of Planning and Corporate Services for the City of Kelowna; and Stew Walkinshaw, Fire Manager, Alberta Forest Protection Division, Southern Rockies Wildlife Management Area (speaking on **Planning for the Wildland/Urban Interface**)
- John Buchko, Manager, Urban Design Group; Shane Erickson, Project Developer, Qualico Communities; Sharlene Brown, Councillor, Town of Black Diamond; and Lynne Dale, Principal, WillowBridge Consulting (speaking on **Innovative Housing in a Changing Market**)
- Carolyn Kolebaba, Reeve, Northern Sunrise County; Jay Ramator, Deputy Minister, Alberta Transportation; Walter Paszkowski, Director of Economic Development, County of Grande Prairie No. 1; Albert Cooper, President, Peace Air (speaking on **The Future of Alberta's Transportation System**)
- Jim Edwards, Chair, Board of Governors, University of Alberta (speaking on **Looking To The Future - Regional Partnerships and Political Landscapes**)
- Doug Ohrn, Alberta Environment; Ian Dyson, Alberta Environment; Dave Hill, Executive Director, Alberta Irrigation Projects Association (speaking on **Water: Rigours of Sustainability**)



Registration Fee: \$240/person (includes luncheon, banquet and coffee breaks)

### **EDUCATION SESSION 2004**

April 5, 2004 from 9:00 a.m. to 4:00 p.m., Capri Centre, Red Deer, Alberta.

Our workshop leaders for the day represent a broad range of Youth, First Nations, Urban and Rural community organizations:

- Canada 25 (A Community of Interest: recruiting; training; communication strategies)
- Siksika First Nation (Working with Our Neighbours: issues; processes; world views)
- Red Deer Federation of Community Associations (Relationships Evolve: case studies; roles; growing together)
- Springbank Community Planning Association (Communities of Self-Starters: from special interests to lasting partners; maintaining respect; staying positive)

Registration Fee: \$195/person (includes workbook, working lunch and coffee breaks)

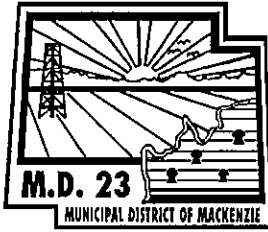
Please feel free contact me or check out our website ([www.cpaabiz.com](http://www.cpaabiz.com)) for more information and a registration form for both events.

Sincerely,

Sue Sych  
Secretary Treasurer  
Community Planning Association of Alberta  
P.O. Box 176  
Brownvale, Alberta T0H 0L0  
Phone/Fax: 780-597-2428  
E-mail: [cpaa@telus.net](mailto:cpaa@telus.net)  
Website: [www.cpaabiz.com](http://www.cpaabiz.com)



# M.D. of Mackenzie No. 23



## Request For Decision

Meeting:	<b>Regular Council</b>
Meeting Date:	March 23, 2004
Originated By:	Barbara Spurgeon, Executive Assistant
Title:	<b>Workplace Skills Shortage in Northern Alberta</b>
Agenda Item No:	12. i)

### BACKGROUND / PROPOSAL:

Trans Canada Pipelines has partnered with Careers – the Next Generation, to host a reception and information forum to help develop solutions to the challenges that business face in accessing a skilled workforce.

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The Reception will be held Monday, April 5, 2004 in the Banquet Room of the Stardust Motor Inn from 4:30 p.m. to 7:00 p.m.


### COSTS / SOURCE OF FUNDING:

Honorariums and Expenses

### RECOMMENDED ACTION (by originator):

That Councillors \_\_\_\_\_ be authorized to attend the Workplace Skills Shortage Reception April 5, 2004 in High Level.

That the information on the Workplace Skills Shortage Reception be received for information.

Review:	Dept.	C.A.O. 
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Help solve the workplace skills shortage in northwest Alberta



in partnership with



INVITE YOU TO JOIN INDUSTRY LEADERS AT A RECEPTION AND INFORMATION FORUM

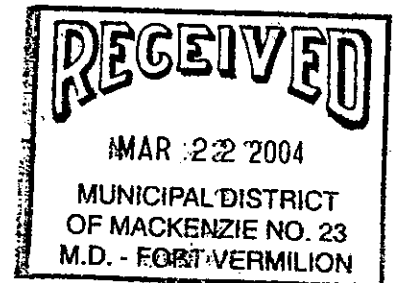
HELP DEVELOP SOLUTIONS TO THE CHALLENGES BUSINESSES FACE IN ACCESSING A  
WORKFORCE WITH THE SKILLS AND ABILITIES TO GET THE JOB DONE.

**We need your participation – and your solutions**

Please join us **Monday, April 5, 2004**  
**STARDUST MOTOR INN** (Banquet Room)

9704 – 97 Street  
High Level, Alberta

**Reception & Guest Speakers**  
**Hors d'Oeuvres and Beverages**  
**4:30 to 7:00 p.m.**



You'll hear about the successes of students and employers who have participated and benefited from CAREERS' programs.

As a leading North American energy company, TransCanada is committed to finding innovative ways to meet current and future skills shortages.

**WE LOOK FORWARD TO YOU JOINING US!**

**YOUR REPLY IS APPRECIATED ON OR BEFORE MARCH 26<sup>TH</sup>, 2004.**

Please advise Lisa Rau

Toll-Free  
Phone  
Fax  
Email

1 (888) 757-7172  
(780) 426-3414  
(780) 428-8164  
lrau@nextgen.org

