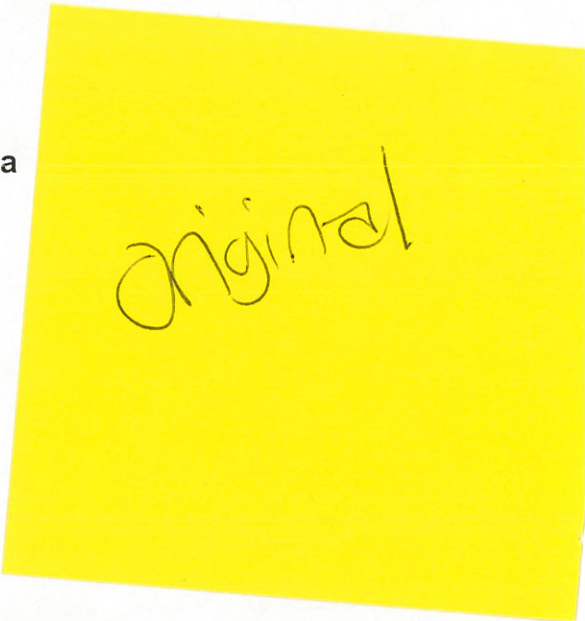


MUNICIPAL DISTRICT OF MACKENZIE NO. 23
COUNCIL MEETING

October 26, 2005
1:00 p.m.

Council Chambers
Fort Vermilion, Alberta



AGENDA

- CALL TO ORDER:** 1. a) Call to Order
- AGENDA:** 2. a) Adoption of Agenda
- ADOPTION OF THE PREVIOUS MINUTES:** 3. a) Minutes of the October 11,2005 Regular Council Meeting7
- BUSINESS ARISING OUT OF THE MINUTES:** 4. a)
- DELEGATIONS:** 5. a) Paul Steffanson – Rezoning North of High Level.....17
b) Joe Rosenberger & Ron Dillon – 46th Street Sewer Line....19
c) **Bylaw 531/05 - La Crete Ag Society Guarantee Bylaw (addition)**
- PUBLIC HEARINGS:** 6. a)
- COUNCIL COMMITTEE AND CAO REPORTS:** 7. a) Council Committee Reports
b) CAO Report
• Planning Report.....21
• Operations Report
• Corporate Services Report
- GENERAL REPORTS:** 8. a) Capital Projects 2005 Progress Report & Year to Date Operating Income Statement25

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SERVICES:**

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c) Subdivision Application and Development Permit
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d) Subdivision Application 63-SUB-04 – Refund Request.....85
e) Alberta Centennial Grant.....91
f) **Enforcement Services Vehicle (addition)**
g) **Logging Camp Permits (addition – discussion item)**
h) **Strychnine Poisoning Letter (addition)**

**CORPORATE
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c) Bylaw 522/05 – Fee Schedule Bylaw.....101
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f) Meeting With Alberta Environment at AAMD&C.....119
g) HR Planning for Remote Locations

**IN CAMERA
SESSION:**

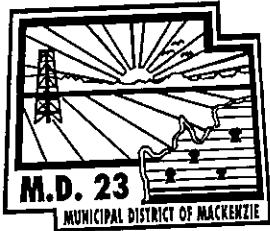
12. a)

**NEXT MEETING
DATE:**

13. a) Regular Council Meeting
November 8, 2005
10:00 a.m.
Council Chambers, Fort Vermilion

ADJOURNMENT:

14. a) Adjournment



M.D. of Mackenzie No. 23

Request For Decision

Meeting:	Regular Council Meeting
Meeting Date:	October 26, 2005
Presented By:	Christine Woodward, Executive Assistant
Title:	October 11, 2005 Minutes
Agenda Item No:	3. a)

BACKGROUND / PROPOSAL:

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Attached are the minutes from the October 11, 2005 Regular Council meeting.

COSTS / SOURCE OF FUNDING:

RECOMMENDED ACTION (by originator):

That the minutes from the October 11, 2005 Regular Council meeting be adopted as presented.

Author:

Reviewed:

C.A.O.

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

Tuesday, October 11, 2005 10:00 a.m.

**Council Chambers
Fort Vermilion, Alberta**

PRESENT: Bill Neufeld Reeve
John W. Driedger Councillor
Lisa Wardley Councillor
Willy Neudorf Councillor
Peter Braun Councillor
Stuart Watson Councillor
Jim Thompson Councillor
Ed Froese Councillor

ABSENT: Greg Newman Councillor
Walter Sarapuk Deputy Reeve

ALSO PRESENT: Ray Coad Chief Administrative Officer
Christine Woodward Executive Assistant
Youlia Whittleton Director of Corporate Services
Brenda Wiebe Roads Supervisor
Eva Schmidt Supervisor of Development
John Klassen Utilities Supervisor
Paul Driedger Director of Planning, Emergency &
Enforcement Services

Minutes of the Regular Council meeting for the Municipal District of Mackenzie No. 23 held on Tuesday, October 11, 2005 in Council Chambers, Fort Vermilion, Alberta.

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

Reeve Neufeld called the meeting to order at 10:04 a.m.

ADOPTION OF AGENDA 2. a) **Adoption of Agenda**

MOTION 05-516 **MOVED** by Councillor Driedger

That the agenda be adopted as presented with the addition of:
10 (f) High Level North Development

CARRIED

**ADOPTION OF
THE PREVIOUS
MINUTES:**

3. a) **Minutes of the September 28, 2005
Regular Council Meeting**

MOTION 05-517 **MOVED** by Councillor Thompson

That the minutes of the September 28, 2005 Regular Council Meeting be adopted as presented.

CARRIED

BUSINESS ARISING:

4. a) No business arising from previous minutes.

DELEGATIONS:

5. a) **Peter Dyck – Water Invoice**

Reeve Neufeld welcomed Mr. Dyck to the table at 10:07 a.m.

Mr. Dyck submitted a letter to Council, in which he explained that he had asked a neighbor to go to his house and turn off his water, and that neighbor accidentally turned on the outside water tap from the inside. By the time someone noticed that the water was running, it had generated a bill of \$2738.12. He was out of town when the incident happened and the trailer was vacant at the time.

Mr. Dyck is requesting that Council instruct administration to write-off all or a portion of the invoice.

Reeve Neufeld thanked Mr. Dyck for his presentation, and he left the meeting at 10:25 a.m.

MOTION 05-518 **MOVED** by Councillor Wardley

That Peter Dyck pay \$100 per month for 12 months effective January 2006 through December 2006 and that administration is instructed to write off the balance of \$1538.12. In the event of default of payment of this agreement, the entire balance of the bill will be charged back to Peter Dyck.

CARRIED

**PUBLIC
HEARINGS:** 6.

- a) **Bylaw 512 /05 – Hamlet of Zama
Community Development Plan**

Reeve Neufeld called the public hearing for Bylaw 512/05 to order at 10:25 a.m.

Reeve Neufeld asked if the public hearing for proposed Bylaw 512/05 was properly advertised. Eva Schmidt introduced Jane Purvis and 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. Eva Schmidt presented the Development Authority's submission.

Reeve Neufeld asked if Council had any questions of the proposed Land Use Bylaw Amendment. Discussion took place regarding shadow population and the required infrastructure to support rural camps and their workers. This issue has been discussed at the provincial and local levels.

Reeve Neufeld asked if any submissions were received in regards to the proposed Bylaw 512/05. There were none.

Reeve Neufeld asked if there was anyone present who would like to speak in regards to the proposed 512/05, and there wasn't.

Reeve Neufeld closed the public hearing for Bylaw 512/05 at 10:25 a.m.

MOTION 05-519
Bylaw 512/05
Second Reading

MOVED by Councillor Froese

That second reading be given to Bylaw 512/05 being a land use bylaw amendment to adopt the Hamlet of Zama Community Development Plan.

CARRIED

MOTION 05-520
Bylaw 512/05
Third Reading

MOVED by Councillor Wardley

That third reading be given to Bylaw 512/05 being a land use bylaw amendment to adopt the Hamlet of Zama Community Development Plan.

CARRIED

6. b) **Bylaw 517 /05 – Land Use Bylaw Amendment to rezone Pt NW 10-106-15-W5M, Plan 052 4622, Block 23 From Hamlet Commercial District 2 (HC2) To Hamlet Industrial District 1 (HI1)**

Reeve Neufeld called the public hearing for Bylaw 517/05 to order at 10:37a.m.

Reeve Neufeld asked if the public hearing for proposed Bylaw 517/05 was properly advertised. Eva Schmidt 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. Eva Schmidt presented the Development Authority's submission.

Reeve Neufeld asked if Council had any questions of the proposed Land Use Bylaw Amendment. Amending the description of discretionary industrial land use according to the LUB will be presented to Council at a later date. There were none.

Reeve Neufeld asked if any submissions were received in regards to the proposed Bylaw 517/05. There were none.

Reeve Neufeld asked if there was anyone present who would like to speak in regards to the proposed 517/05. There was no indication that anyone present wished to speak.

Reeve Neufeld closed the public hearing for Bylaw 517/05 at 10:43 a.m.

MOTION 05-521

Bylaw 517/05
Second Reading

MOVED by Councillor Neudorf

That second reading be given to Bylaw 517/05 being a land use bylaw amendment to rezone Plan 052 4622, Block 23, Lot 1-8 from Hamlet Commercial District 2 (HC2) to Hamlet Industrial District 1 (HI1).

CARRIED

MOTION 05-522

Bylaw 517/05
Third Reading

MOVED by Councillor Braun

That third reading be given to Bylaw 51705 being a land use bylaw amendment to rezone Plan 052 4622, Block 23, Lot 1-8 from Hamlet Commercial District 2 (HC2) to Hamlet Industrial District 1 (HI1).

CARRIED

**COUNCIL
COMMITTEE AND
CAO REPORTS:**

7. a) **Council Committee Reports**

Reeve Neufeld reported on the Rainbow Lake Arena grand opening (also attended by Councillors Braun, Wardley, Neudorf; & Councillor Driedger); the Reeve further spoke about the Mackenzie Housing and Library Boards;

Councillor Neudorf reported about the revenue sharing meeting in Rainbow Lake;

Councillor Wardley spoke of the Library's presentation to the Board, of the book mobile opportunity for rural areas, and of the Zama Rec Board meeting;

Councillor Thompson reported on the Recreation Board meeting;

Councillor Froese asked about the Hwy 88 steering committee and the Reeve replied that the Minister will be up here on the 17th.

MOTION 05-523 **MOVED** by Councillor Braun

That the Council Committee reports be accepted for information.

CARRIED

Council recessed for a brief break at 11:00 and the Reeve called to reconvene at 11:10 a.m.

**GENERAL
REPORTS**

8. a) **Action List**

Council reviewed the action list, and the High Level North Development will be added for next list.

MOTION 05-524 **MOVED** by Councillor Driedger

That the Action List be received for information.

CARRIED

**PLANNING
AND ENFORCEMENT
SERVICES:**

10. a) **Bylaw 511/05 Road Closure South Boundary of all that portion of road allowance lying within Plan 8922462, Block 01, Lot 01, SE 13-104-17-W5 west to SE 15-104-19-W5 inclusive.**

MOTION 05-525 **MOVED** by Councillor Neudorf

Bylaw 511/05
First Reading

That first reading be given to Bylaw 511/05 being a road closure bylaw to close all that portion of road allowance lying within Plan 8922462, Block 01, Lot 01, SE 13-104-17-W5 west to the east boundary of SE 15-104-19-W5 inclusive.

CARRIED

ACTION ITEM

Policy PW-028 will be brought for Council review to the October 26th meeting.

10. b) **Bylaw 525/05 Land Use Bylaw Amendment Rezone Part of NW 31-109-18-W5 from Rural Country Residential District 2 "RC2" to Rural Country Residential District 3"RC3".**

MOTION 05-526

Bylaw 525/05

First Reading

MOVED by Councillor Driedger

That first reading be given to Bylaw 525/05 to rezone part of NW 31-109-18-W5 from Rural Country Residential 2 "RC2" to Rural Country Residential 3 "RC3".

CARRIED

10. c) **Bylaw 526/05 Land Use Bylaw Amendment Rezone Plan 822 3269, Block 3, Lot A from Public/Institutional District "HP" to Hamlet Residential District 2 "HR2".**

MOTION 05-527

Bylaw 526/05

First Reading

MOVED by Councillor Froese

That first reading be given to Bylaw 526/05 to rezone plan 822 3269, Block 3, Lot A from Public/Institutional District "HP" to Hamlet Residential District 2 "HR2".

CARRIED

10. d) **Fort Vermilion Fire Rescue Fire Chief Appointment of Shane Dempster**

MOTION 05-528

MOVED by Councillor Braun

That Shane Dempster be appointed as the new Fire Chief for Fort Vermilion Fire Rescue.

CARRIED

10. e) **Fire Invoice #3444 Bale/Wagon Fire July 11, 2005**

MOTION 05-529

Voted 5 in favour, 3 opposed

MOVED by Councillor Driedger

That invoice #3444 (to Henry Wiebe from La Crete Fire & Rescue July 11, 2005) in the amount of \$3908.00 be waived.

CARRIED

ACTION ITEM

Council has requested that Finance bring forward guidelines for a policy when considering future requests by taxpayers who wish for write-offs of municipal invoices.

Reeve Neufeld called a recess for lunch at 12:10 p.m. The meeting reconvened at 1:00 p.m.

Trent Allen from CKYL radio entered the meeting.

10. f) **High Level North Rezoning Meeting**

October 25th, 6 p.m. in High Level, Stardust room, confirmation to be determined asap.

CORPORATE SERVICES:

11. a) **Appointment to Edmonton Airport Authority**

MOTION 05-530 **MOVED** by Councillor Wardley

That this be accepted as information.

CARRIED

MOTION 05-531 **MOVED** by Councillor Watson

That consideration be given under the *Freedom of Information and Protection of Privacy*, Alberta Regulation 200/95, to move in camera to discuss confidential issues (1:20 p.m.)

CARRIED

IN CAMERA SESSION:

12. a) **Cost Sharing**
Freedom of Information and Protection of Privacy Regulation 18(a)

12. b) **High Level Medical Clinic**
Freedom of Information and Protection of Privacy Regulation 18(c)

12. c) **Emergency Medical Services Facility in High Level**
Freedom of Information and Protection of Privacy Regulation 18(c)

12. d) **Organizational Chart**
Freedom of Information and Protection of Privacy Regulation 18(b)

MOTION 05-532 **MOVED** by Councillor Thompson

That Council comes out of camera. (4:40 p.m.)

CARRIED

MOTION 05-533 **MOVED** by Councillor Watson

That a letter of reply be drafted to the Town of High Level, indicating that the MD is willing to extend the existing cost sharing agreements to the end of December 2006 and further, that the negotiation process be more transparent, including open houses to inform the public of existing agreements and of the amendments being reviewed.

CARRIED

MOTION 05-534 **MOVED** by Councillor Wardley

That the High Level Medical Clinic letter be accepted as information.

MOTION 05-535 **MOVED** by Councillor Braun

That the MD lease an Emergency Medical Services facility as outlined by administration.

CARRIED

MOTION 05-536 **MOVED** by Councillor Wardley

That the union issues be dealt with and the full time positions that have been previously identified as seasonal be changed to full-time status and the organizational chart amended.

CARRIED

NEXT

MEETING DATE: 13. a) Wednesday, October 26, 2005
Organizational meeting 3:00 p.m.
Regular Council meeting 6:00 p.m.
Council Chambers, Fort Vermilion

ADJOURNMENT: 14. a) **Adjournment**

MOTION 05-537 **MOVED** by Councillor Thompson

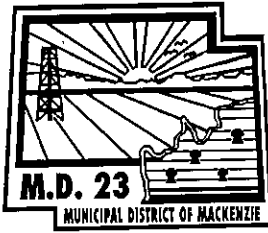
That the Regular Council meeting be adjourned (4:50 p.m.)

CARRIED

These minutes were adopted on the 26th day of October 2005.

Bill Neufeld, Reeve

Christine Woodward, Executive Assistant



M.D. of Mackenzie No. 23

Request For Decision

Meeting:	Regular Council Meeting
Meeting Date:	October 26, 2005
Presented By:	Paul Driedger, Director of Planning
Title:	Paul Steffanson- Rezoning North of High Level
Agenda Item No:	5. a)

BACKGROUND / PROPOSAL:

Paul Steffanson, owns parcels W ½ 9-111-19-W5, LSD 1,2,7, 9-111-19-W5 & the SE 17-111-19-W5. All three of these parcels are within the area designated to be rezoned adjacent to the High Level airport. Mr. Steffanson also owns land at the southern portion of the rezoning map.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Mr. Steffanson has expressed concern about the residential zoning of the area north of High Level, and wishes to inform council of current commercial and industrial interest in that area, should the area be rezoned to allow for that type of development.

COSTS / SOURCE OF FUNDING:

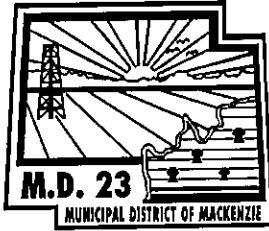
RECOMMENDED ACTION:

For discussion.

Author: K. McNeil

Reviewed:

C.A.O.:



M.D. of Mackenzie No. 23

Request For Decision

Meeting:	Regular Council Meeting
Meeting Date:	October 26, 2005
Presented By:	Paul Driedger, Director of Planning
Title:	DELEGATION Joe Rosenberger & Ron Dillon – 46 th Street Sewer Line
Agenda Item No:	5. b)

BACKGROUND / PROPOSAL:

Development of the new RCMP detachment building in Fort Vermilion has required that sewer service be installed on 46th Street in Fort Vermilion.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Joe Rosenberger, landowner, and RCMP Superintendent Ron Dillon would like to speak to Council and ask questions on the 46th Street water line.

COSTS / SOURCE OF FUNDING:

RECOMMENDED ACTION:

For discussion.



M.D. of Mackenzie No. 23

Request For Decision

Meeting:	Regular Council Meeting
Meeting Date:	October 26, 2005
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	La Crete Agricultural Society - Delegation Guarantee Bylaw - Repayment of a loan between La Crete Agricultural Society and ATB Financial, Bylaw 531/05
Agenda Item No:	5 c) (Addition)

BACKGROUND / PROPOSAL:

On September 14th 2005 the finance committee was approached by the La Crete Agricultural Society with a request to guarantee \$1,000,000 loan. The Society stated that in order to complete the construction of the La Crete Heritage Community Centre they need to borrow \$1,000,000 for a period of 25 years. This is due to construction cost increase from \$1.6 million to \$2.4 million. The Society provided a draft 5-year operating plan that is attached to this RFD.

On September 27th 2005 an email was received from the La Crete Agricultural Society asking to issue a letter of support stating that the MD will commit to cover the loan payments for the first 5 years if the La Crete Agricultural Society is unable to meet their commitments.

Administration was asked to research various options of providing support to the La Crete Agricultural Society and report back at the next finance committee meeting.

We were approached by the La Crete Agricultural Society with a request to attend Council meeting as a delegation.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

According to MGA Sections 264 and 266, municipalities may only guarantee the repayment of a loan between a lender and a non-profit group if the guarantee is authorized by a bylaw. The bylaw must be advertised for two weeks regardless of a term of the guarantee. There is a 15-day petition period after the second week of advertising and before second and third reading of a bylaw. This process may take up to 2 months.

A loan amount that is guaranteed will have to be worked into the MD's debt limit calculation and will limit the MD's borrowing abilities.

Please note that a loan will be borrowed for a period of 25 years, the MD is asked to guarantee only five years of the total term. Bank's standard guarantee documents usually contain terms guaranteeing all future indebtedness and limitations of the Guarantor's claims. This would not be consistent with the intention to limit the exposure to five years and only a portion of the loan.

COSTS / SOURCE OF FUNDING:

Assuming a guarantee bylaw gets approved, the Municipality will have to budget approximately \$66,000/year for the term of the guarantee regardless of the Society's loan-paying abilities. Funds to cover this expenditure will have to be raised through the general tax base.

RECOMMENDED ACTION:

For discussion.

Author:	Reviewed:	C.A.O.:
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Peter F. Braun

From: "Helen Braun" <mhmb@telusplanet.net>
To: <pfbraun@telus.net>
Sent: Tuesday, September 27, 2005 6:13 PM
Subject: La Crete Agricultural Society request for M

La Crete Agricultural Society request for M.D. 23 support.

The construction of the La Crete Heritage Center is progressing very well; completion date is December 31, 2005. The original construction cost of 1.6 million has increased to 2.4 million. This increase is due to increased supply and labour cost in the past year and increase in size for the ASLS shop and large hall. The La Crete Agricultural Society needs to take a loan for a million dollars to complete the construction; we have applied at the Bank and have operating plans that support the Society's ability to make loan payments. In order to borrow at prime interest rate the Bank has asked for a backup plan should our plans not go as well as projected. The Society ask that the M.D. 23 Council provide the bank with a letter of support stating that M.D. 23 will commit to cover the loan payments for the first 5 years if the La Crete Agricultural Society is unable to meet their commitments.

We do not propose that this be as a grant but rather a loan, an agreement should be signed between the M.D. and Ag Society that if the M.D. is required to make payments then that money is to be paid back. Every effort will be made to ensure the M.D. does not need to assist with payments but the Bank does not want to own a community center.

The La Crete Agriculture Society has made a huge commitment to make the La Crete Heritage Center a reality and the community has supported the project very well. Government and the M.D. have also supported this project with substantial financial contributions. We recognize that the M.D. Council has limited funds and must ensure equity in funding projects through out the region. This request for support will help us save on interest dollars but is not ended to cost the M.D. dollars.

9/27/2005

DRAFT

La Crete Heritage Center Annual Operating Plan

Annual operating budget / x 5 for 5 year operating budget.

Expenses:

Utilities	20,000.
Maintenance	8,000.
Taxes	0 exempt from MD taxes
Insurance	7,000.
Wages	40,000.
Admin	10,000.
Operating	5,000.
Misc.	5,000.
Loan payments	62,400. (\$200/mo)

Total expenses: **157,400.**

Revenue:

ASLS rental	8,400.
Community Centre rentals	71,000
Ag Society grants and revenue	40,000.
Fundraising	40,000.

Total Revenue: **\$ 159,400.**

LA CRETE AG SOCIETY BUDGET NOTES

Rentals:

Community Centre :

Full weekend (days)	10 x 3,000.	30,000.
1.5 days	6 x 1,500.	9,000.

These bookings are for the centre and grounds with no other bookings.

1 day	with kitchen	without kitchen		
Large hall	750.	600.	10 x each	13,500.
Small hall	600.	450.	10 x each	10,500.
½ day				
Large hall		350.	10 x	3,500.
Small hall		250.	10 x	2,500.
Breakout room		200.	10 x	2,000.

These fees allow the halls to be booked by different groups at the same time, sharing common space.

The rental booking numbers are based on the following information:

Past use of the Ag Society site.

Times bookings have been refused because site was busy.

Information from community on expected use.

We believe the projected numbers to be on the safe low side.

ASLS :	8,400.
Land Rent	4,000.
TOTAL RENTAL:	83,400.

Ag Society Grants:

Alberta Ag Society	25,000.
MD 23	7,500.
Ab Museums	1,500.
STEP	3,000.
Total Grants:	37,000.

Fundraising:

Summer concert	10,000.
Dinner theatre	5,000.
Food Booths	15,000.
Catering	10,000.

Total Fundraising 40,000.

TOTAL REVENUE: 159,400.

**LA CRETE AGRICULTURAL SOCIETY
LA CRETE HERITAGE CENTRE
Project Budget**

	Actual	Anticipated	Total
Centennial Legacies Grant	400,000		400,000
CFEP		125,000	125,000
REDI		40,000	40,000
Alberta Agriculture Initiative Municipal	200,000	75,000	200,000
Corporate & Public Donations	386,875	100,000	486,875
Materials & Services in Kind	20,000	20,000	40,000
Cash from Organization	46,000	349,125	395,125
Bank Loan		1,000,000	1,000,000
Total Revenues (before interest)	1,052,875	1,709,125	2,687,000
Centennial Legacies Grant Interest		6,367	6,367
Total Revenue & Interest	1,052,875	1,715,492	2,693,367

that are funded by agreement

applies to a borrowing made for the purpose of a service or activity that the municipality will provide

the municipality and another local authority or person in right of Alberta or Canada or an agent of the municipality, and

desires that the municipality is to receive payments for the service or activity.

amount borrowed must not exceed the amount that will be repaid under the agreement.

the borrowing must not continue beyond the date that the first payment under the agreement is received by the municipality.

any bylaw that authorizes the borrowing does not apply if

the borrowing is not authorized by the municipality under the agreement or if the amount borrowed is in excess of the amount set out in the agreement.

Sections 259 do not apply to a borrowing referred to in this section.

1994 cM-26.1 s262

Purpose of loans and guarantees

264(1) A municipality may only lend money or guarantee the repayment of a loan if

- (a) the loan or guarantee is made under subsection (2) or (3),
- (b) the loan is made to one of its controlled corporations, or
- (c) the guarantee is made in respect of a loan between a lender and one of its controlled corporations.

(2) A municipality may

- (a) lend money to a non-profit organization, or
- (b) guarantee the repayment of a loan between a lender and a non-profit organization

[if the council considers that the money loaned or money obtained under the loan that is guaranteed will be used for a purpose that will benefit the municipality.]

(3) A municipality that intends to purchase gas from and become a shareholder of the designated seller within the meaning of section 30(1) of the *Gas Distribution Act*, SA 1994 cG-1.5 as it read on June 30, 1998, may make a loan to the designated seller as part of the capitalization of the designated seller by its shareholders.

1994 cM-26.1 s264; 1998 c26 s13

*** Guarantee bylaw**

266(1) A municipality may only guarantee the repayment of a loan between a lender and a non-profit organization or one of its controlled corporations if the guarantee is authorized by bylaw.

(2) The bylaw authorizing the guarantee must set out

- (a) the amount of money to be borrowed under the loan to be guaranteed and, in general terms, the purpose for which the money is borrowed;
- (b) the rate of interest under the loan or how the rate of interest is calculated, the term and the terms of repayment of the loan;
- (c) the source or sources of the money to be used to pay the principal and interest owing under the loan if the municipality is required to do so under the guarantee.

(3) The bylaw that authorizes the guarantee must be advertised.

1994 cM-26.1 s266

267 Repealed 1998 c24 s14.

*** Debt limit**

268 No municipality may lend money or guarantee the repayment of a loan referred to in section 264 if making the loan or guarantee will cause the municipality to exceed its debt limit, unless the loan or guarantee is approved by the Minister.

1994 cM-26.1 s268

NOTE

BYLAW NO. 531/05
BEING A BYLAW OF THE
MUNICIPAL DISTRICT OF MACKENZIE NO. 23

(hereinafter referred to as "the Municipality")
IN THE PROVINCE OF ALBERTA

A bylaw to authorize the Municipal District of Mackenzie No. 23 in the Province of Alberta, to guarantee a loan between the La Crete Agricultural Society and ATB Financial for the construction of La Crete Heritage Community Centre.

WHEREAS, the Council of the Municipality has been asked, pursuant to Sections 264 and 266 of the *Municipal Government Act*, to guarantee the repayment of a loan for a period of FIVE (5) years between the La Crete Agricultural Society and ATB Financial, for the completion of the La Crete Heritage Community Centre construction project, and

WHEREAS, the La Crete Agricultural Society, a non-profit organization registered in the Province of Alberta, is currently undertaking the construction of the La Crete Heritage Community Centre, namely for use by residents of the MD of Mackenzie No.23, and

WHEREAS, the total cost of the project is estimated to be \$2,400,000. The total amount required to complete the construction estimated at \$1,000,000, and

WHEREAS, in order to complete the project it will be necessary for the La Crete Agricultural Society to borrow the sum of \$1,000,000 for a period of 25 years, from the ATB Financial. The La Crete Agricultural Society shall repay the indebtedness according to the repayment structure in effect, namely monthly payments of combined principle and interest instalments not to exceed TWENTY FIVE (25) years calculated at a fixed rate not to exceed a prime rate and adjusted annually on the anniversary date, and

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

Date: October 22, 2005

To: Reeve and Council

From: Ray Coad, CAO

Re: **CAO Report – October 2005**

The following are highlights for the month of October

- Oct 3 – Interview – Senior Utilities Officer/Lead Hand - Zama
- Oct 4 – Alberta Transportation – Peace River
- Oct 4 – DCL – Peace River - Zama Water Treatment Plant
- Oct 5 - Dianne Hunter, Joulia – High Level
- Oct 6 - 2006 Budget – Staff – FV
- Oct 6 – Rainbow Lake - Revenue Sharing Agreement
- Oct 7 – 2006 Budget – Staff – LC
- Oct 11 – Council Meeting
- Oct 12 – La Crete – General Administrative matters
- Oct 13 – Peace River - Fire Services – Regionalization Issues
- Oct 19 – Fire Services Advisory Committee Workshop on Governance and Standards – Grande Prairie
- Oct 20 – Alberta Local Government Leadership Workshop – Problem Solving From Critical Incidents – Disaster Services Training
- Personnel issues
- Road issues

Planning Supervisor's Report

October 26, 2005

Alberta Development Officer's Association (ADOA)

October 2 – 6, attended the ADOA Conference in Pincher Creek. A lot of the discussion was around wind power, sustaining our water resources, and the importance of maintaining sustainable communities.

- *Development Activity*
 - Issued 313 development permits to date.
 - Working on streamlining the development process.

- *Safety Codes*
 - Issued 998 safety codes permits to date.
 - We have a Safety Codes audit scheduled for November 3, 2005.
 - Still haven't received our files from Alberta Permit Pro.
 - Had some issues around people not applying for permits until they find out they can't hook up to natural gas without them.

- *Subdivision Activity*
 - Received 49 subdivision applications to date.
 - 7 new residential subdivisions have been registered in La Crete this year with another one just sent to Land Titles for registration.
 - 1 industrial subdivision in La Crete.
 - A couple of multi lot country residential subdivision around High Level and one close to La Crete and one in Blumenort.

- *Community Planning*
 - Zama Area Structure Plan
 - Complete, adopted at the October 13, 2005 Council meeting.

 - Fort Vermilion Area Structure Plan
 - Open house scheduled for Wednesday, November 9, 2005 at the Fort Vermilion Community Complex.

Respectfully submitted,

Eva Schmidt

**Report
Director of Operational Services**

TO: Council

FROM: Brenda Wiebe, Roads Supervisor
John Klassen, Utilities Supervisor

DATE: October 26, 2005

Following is a summary of the Operational Services department during the past month:

Administration

- Continued work on the 2006 budget.
- Met with DCL Engineering on October 4 to discuss project status of the Zama Water Treatment Plant
- Met with AIT on October 4 to discuss various projects involving both parties.
- Organized meeting between Highway 88 Task Force and Minister of Transportation.

Utilities

- Spending time in Zama in order to get the water quality stabilized.

Operational Activities

- Culvert replacements are being conducted throughout the MD.
- Numerous washouts have been repaired.
- Working on sign repairs and replacements.
- Hydrant flushing has occurred in the three hamlets.
- Repairing cc's and providing connections to meters for ratepayers in La Crete
- Flagged off raw water man holes along raw water line in La Crete for increased visibility during the winter for snowmobiles.
- Repaired overflowing problem at the Buffalo Head Water Point.
- Power outage at the new La Crete Water Treatment Plant one day meant that everything had to be run out of the old water treatment plant.
- Valve exercising and maintenance of lines in Fort Vermilion.
- Final inspections on most capital projects.

MD of Mackenzie, Director's Report, October 19, 2005

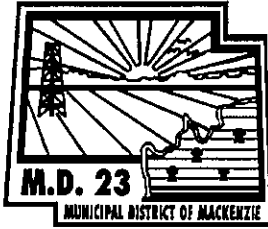
To: Ray Coad, CAO
From: Joulia Whittleton, Corporate Services

The following items or issues are currently being pursued by myself and/or Finance staff.

- ***Cost Sharing Agreement***
 - A letter to the Town of High Level was prepared and sent to the Town.
- ***Finance Committee***
 - Researching various options of support to a community group as requested by the committee.
 - Researching health benefits options for councilors.
 - Working on a policy regarding donating MD materials, labour and equipment to community groups.
 - Researching materials regarding a policy on waiving/forgiving various user and service charges to MD ratepayers.
- ***2006 Budget***
 - Grants package is being prepared. Time schedule is set for November 8th.
 - Working on operating budget package for November 9th presentations.
 - Getting quotes for 2006 capital projects.
- ***Diamond Municipal Solutions Seminar***
 - Attended Diamond Municipal Solution Seminar in Edmonton. Looking into possibility of implementing procurement cards. Getting quotes for obtaining a data-auditor module.
- ***Risk Management Seminar***
 - Attended the risk management seminar in Grand Prairie. Presentations included reviews of Councilor policy and Firefighter policy. A heart attack is added to accidental death coverage for councilors, assuming there are no heart related illnesses within past five years.
- ***Personnel***
 - No changes in personnel.

Respectfully submitted,


Joulia Whittleton



M.D. of Mackenzie No. 23

Request For Decision

Meeting:	Regular Council Meeting
Meeting Date:	October 26, 2005
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	Capital projects 2005 Progress Report and Year to-date
Operating	Income Statement
Agenda Item No:	82)

BACKGROUND / PROPOSAL:

Statuses report on our 2005 capital projects.
Operating revenues and expenditures figures for the period ended September 30, 2005.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

For information.

COSTS / SOURCE OF FUNDING:

N/A

RECOMMENDED ACTION:

That the capital project progress report and the year-to-date operating income statement be received for information.

Author:

Reviewed:

C.A.O.:

*MD of Mackenzie # 23
Finance department report
September 30/2005*

<i>Variations:</i>	<i>Date of a note addition</i>	
<i>Note -1</i>	<i>Aug-05</i>	Frontage Revenue - 1-**-**-**-124: We budgeted \$60,000 for LC 94th Ave local improvement charge. We are still waiting for final costs. No charges will be imposed until final costs are known.
<i>Note -2</i>	<i>Jul-05</i>	Sale of Land - code 1-**-**-**-424: \$92,100 - proceeds from a sale of the FV old office building and shop. \$92,100 is cotributed to General Capital Reserve - see code 2-66-**-**-763.
<i>Note -3</i>	<i>May-05</i>	Rental & Lease Revenue - code 1-**-**-**-560: Enforcement Services Department - we are receiving accommodation payments from two RCMP officers - we did not budget for it.
<i>Note -4</i>	<i>Apr-05</i>	Insurance proceeds - code 1-**-**-**-570: We received \$959.80 to cover a loss from stolen chain saws. Four chain saws were stolen from Fort Vermilion yard.
<i>Note -5</i>	<i>Aug-05</i>	Other Revenue - code 1-**-**-**-597: Administration - received \$5,607.60 x 2 - from AAMD&C and AUMA towards ASSET implementation.
<i>Note -6</i>	<i>Sep-05</i>	Provincial Grants - code 1-**-**-**-840: Agriculture Department - received \$44,206.63 grant for a project that was completed in 2003. At that time we applied for funding under AB Water Management and Erosion Control program and were informed that there was no funding available under this program, however, they would keep our application on file. This was for the Wilson Prairie Extention flood control project and funding was available this year.
<i>Note -7</i>	<i>Apr-05</i>	Membership/Conference fees - code 2-**-**-**-214: Airport department - paid 2005 membership to Commuter Air Access Network as approved by council motion 05-204. We didn't budget for it. <i>Apr-05</i> Agriculture Department - paid \$1,710 for ASB conference.
<i>Note -8</i>	<i>Apr-05</i>	Advertising - code 2-**-**-**-221: Water Services Department - paid \$1,800 to Edmonton Journal - advertisement for a senior utility officer position.
<i>Note -9</i>	<i>Aug-05</i>	Professional Fees - code 2-**-**-**-235: Administration Department - we paid \$10,268.23 to Pommen & Associates for the business planning sessions with Directors and Council; paid \$2,500 to Dynacor Consulting - first installment for the Hwy 88 promotional presentaion disk.

MD of Mackenzie # 23
Finance department report
September 30/2005

- Note -8 Sep-05** Building Repair & Maintenance - code 2-**-**-**-252:
Ambulance Department - a furnace at the ambulance shop in FV was replaced at \$1,850 cost;
hot water tank at the FV ambulance shop was installed at \$750 cost.
- Note -10 Apr-05** Equipment Repair - code 2-**-**-**-253:
Water Services Department - we have had some unforeseen expenditures:
Zama WTP - we had to repair chemical transfer and chemical feed pumps at a cost \$2,598.89;
major repair of the fire engine pump at \$5,979.63 cost.
Fort Vermilion WTP - working on repairing Computrol system - card lock usage reading system;
Red Line Electric installed the new communication board and relay switch at a cost of \$2,422.49.
- Jul-05** Sewer services - nearly \$8,000 is the cost of repairing 5HP and 30HP sewer pumps - we only budgeted \$2,350 for equipment r&m.
- Note -11 Apr-05** Vehicle Repair & Maintenance - code 2-**-**-**-255:
Administration department - we didn't budgeted enough; we budgeted for one vehicle,
we actually have two vans - one in FV and one in LC. Current work to date includes replacement of a
windshield (\$370) and routine vehicle inspections.
- Apr-05** Enforcement services department - paid \$1,183.60 for towing and repair of unit 1638.
- Note -12 Mar-05** Structural Repair & Maintenance - code 2-**-**-**-259:
Water Services Department - as of today, we have spent \$27,988.14 to repair La Crete
water well. This is an unbudgeted item.
- Apr-05** Actual repair cost is \$36,065.32.
- Jul-05** Transportation department - We budgeted 11,000 for crack sealing in FV, actual spent to date is \$25,202.
High volumes of snow in the past winter raised our snow removal cost to ~\$40,000 - we didn't budget
for it.
- Jul-05** Sewer department - high costs of transferring sewer from lift station to lagoon in Zama from a ditch.
- Note -13 Apr-05** Communications - code 2-**-**-**-266:
Enforcement services department - paid \$2,698 for two GSTAR car kits and mobile handsets.
This is to equip Special Constable vehicles with back up communications for working alone.
- Jul-05** All communication codes include basic fixed charges amounts prepaid up to December/05.
- Sep-05** Emergency Services Departments - purchased 35 Gold Alpha pager advisors @ \$175/each (\$6,125)
and 8 @ \$199/each (\$1,592) - old pagers were not working properly; purchased two
hand-held radio kits @\$1,140/each; purchased 10 deep cycle batteries at total \$1,150 cost.
Total of \$13,845 was spent on communication equipment for Emergency Services departments.
- Note -14 Aug-05** Goods & Supplies - code 2-**-**-**-511:
Parks & Playgrounds - overexpenditures will be offset with the AB Centennial Grant that
is to be used towards bringing MDs' existing parks up to the set standard as per Council motion.
The department will report at the year end how the AB Centennial funds were spent.
- Sep-05** Transportation department - overexpenditure is due to higher cost of culverts than budgeted;
purchased approximately \$4,000 more in signs than budgeted.

MD of Mackenzie # 23
Finance department report
September 30/2005

Note -15 Aug-05 Grader Blades - code 2-32-**-**-533:

Cost of grader blades went up from \$220 (budgeted) to nearly \$400 per blade. This is due to increase in steel prices.

Sep-05 We were informed last week that prices on tips are going up by 25% in 2006. Transportation department will be ordering full year of tips supplies for 2006, this will save us approximately \$4,500.

Note -16 Sep-05 Grants to Local Governments - code 2-**-**-**-710:

Administration Department -

Town of Rainbow Lake revenue sharing amount for 2005 is \$532,385.93 which is \$32,385.93 more than budgeted.

Town of High Level EIDA amount for 2005 is \$383,019.79 which is \$13,019.79 more than budgeted.

Investment Report - Term Deposits:

1. **August 2/2005**

Term Deposit \$5,000,000
Interest Rate 2.65%
Maturity Date October 31/2005

4. **September 1/2005**

Term Deposit \$2,000,000
Interest Rate 2.60%
Maturity Date October 03/2005

2. **August 2/2005**

Term Deposit \$3,000,000
Interest Rate 2.65%
Maturity Date October 31/2005

3. **August 2/2005**

Term Deposit \$3,000,000
Interest Rate 2.54%
Maturity Date October 3/2005

MD of Mackenzie
Summary of All Units
September 30, 2005

	2004 Actual	YTD 2005	2005	\$ Budget	% Budget
	Total	Actual	Budget	Remaining	Remaining
REVENUE					
100-TAXATION	\$21,700,688	\$23,285,194.96	\$23,193,384	\$91,810.96	0%
① 124-FRONTAGE	\$150,679	\$167,043.54	\$234,965	(\$67,921.46)	-29%
420-SALES OF GOODS & SERVICES	\$278,105	\$138,005.16	\$241,215	(\$103,209.84)	-43%
421-SALE OF WATER -METERED	\$844,291	\$814,766.33	\$984,477	(\$169,710.67)	-17%
422-SALE OF WATER-BULK	\$303,923	\$247,421.91	\$341,173	(\$93,751.09)	-27%
② 424-SALE OF LAND	\$21,604	\$93,517.50	\$19,100	\$74,417.50	390%
510-PENALTIES & COSTS ON TAXES	\$86,555	\$64,213.74	\$86,000	(\$21,786.26)	-25%
511-PENALTIES ON AR & UTILITIES	\$22,951	\$19,923.21	\$16,000	\$3,923.21	25%
520-LICENSES & PERMITS	\$14,979	\$11,355.00	\$17,500	(\$6,145.00)	-35%
522-MUNICIPAL RESERVE REVENUE	\$3,650	\$23,104.82		\$23,104.82	
526-SAFETY CODE PERMITS	\$56,583	\$231,026.29	\$200,000	\$31,026.29	16%
525-SUBDIVISION FEES	\$127,909	\$67,340.00	\$100,000	(\$32,660.00)	-33%
530-FINES	\$43,296	\$35,239.00	\$50,000	(\$14,761.00)	-30%
531-SAFETY CODE COUNCIL	\$358	\$3,234.21	\$2,500	\$734.21	29%
550-INTEREST REVENUE	\$161,770	\$129,666.35	\$110,000	\$19,666.35	18%
③ 560-RENTAL & LEASE REVENUE	\$41,623	\$29,479.00	\$44,000	(\$14,521.00)	-33%
④ 570-INSURANCE PROCEEDS	\$8,833	\$959.80		\$959.80	
592-OIL WELL DRILLING	\$66,012	\$72,844.23	\$75,000	(\$2,155.77)	-3%
⑤ 597-OTHER REVENUE	\$29,121	\$77,898.54	\$81,000	(\$3,101.46)	-4%
⑥ 840-PROVINCIAL GRANTS	\$720,609	\$962,249.00	\$1,013,376	(\$51,127.00)	-5%
920-CONTRIBUTED FROM CAPITAL RESERVE	\$79,597	\$27,000.00	\$60,000	(\$33,000.00)	-55%
930-CONTRIBUTION FROM OPERATING RESE	\$10,913		\$3,000	(\$3,000.00)	-100%
950-DRAWN FROM ALLOWANCE	\$77,000				
990-OVER/UNDER TAX COLLECTIONS	(\$67,353)		\$1,981	(\$1,981.00)	-100%
TOTAL REVENUE	\$24,783,694	\$26,501,482.59	\$26,874,671	(\$373,188.41)	-1%
EXPENDITURE					
110-WAGES & SALARIES	\$2,732,796	\$2,174,388.24	\$3,249,992	\$1,075,603.76	33%
132-BENEFITS	\$407,519	\$366,580.28	\$563,815	\$197,234.72	35%
136-WCB CONTRIBUTIONS	\$37,256	\$51,999.26	\$66,142	\$14,142.74	21%
142-RECRUITING	\$19,068	\$56,201.36	\$40,000	(\$16,201.36)	-41%
150-ISOLATION COSTS	\$9,859	\$10,730.78	\$23,200	\$12,469.22	54%
151-HONORARIA	\$240,212	\$119,635.63	\$301,600	\$181,964.37	60%
152-BUSINESS EXP - COMMITTEE MEMBERS	\$1,134		\$2,000	\$2,000.00	100%
211-TRAVEL & SUBSISTENCE	\$189,055	\$134,492.00	\$215,800	\$81,308.00	38%
212-PROMOTIONAL EXPENDITURE	\$14,557	\$10,235.30	\$18,800	\$8,564.70	46%
⑦ 214-MEMBERSHIP/CONFERENCE FEES	\$52,806	\$37,773.05	\$58,024	\$20,250.95	35%
215-FREIGHT	\$53,977	\$45,147.41	\$48,100	\$2,952.59	6%
216-POSTAGE	\$24,295	\$16,599.72	\$23,000	\$6,400.28	28%
217-TELEPHONE	\$144,352	\$103,147.91	\$138,370	\$35,222.09	25%
⑧ 221-ADVERTISING	\$38,549	\$37,375.59	\$46,500	\$9,124.41	20%
223-SUBSCRIPTIONS & PUBLICATIONS	\$4,308	\$2,484.65	\$4,400	\$1,915.35	44%
231-AUDIT/ACCOUNTING	\$19,085	\$2,640.06	\$44,000	\$41,359.94	94%
232-LEGAL	\$53,381	\$16,406.51	\$36,600	\$20,934.49	55%
233-ENGINEERING CONSULTING	\$111,752	\$81,661.13	\$112,800	\$31,138.87	28%
⑨ 235-PROFESSIONAL FEES	\$1,521,459	\$1,158,936.10	\$1,710,450	\$551,513.90	32%
236-ENHANCED POLICING	\$28,764	\$13,379.63	\$119,000	\$105,620.37	89%
239-TRAINING & EDUCATION	\$89,069	\$36,428.75	\$97,855	\$61,426.25	63%
242-COMPUTER PROG/DATA PROCESSING	\$35,991	\$19,597.66	\$43,000	\$23,402.34	54%
251-BRIDGE REPAIR & MAINTENANCE	\$1,600	\$1,210.01	\$12,000	\$10,789.99	90%
⑩ 252-BUILDING REPAIRS & MAINTENANCE	\$90,935	\$67,349.59	\$90,280	\$22,930.41	25%
253-EQUIPMENT REPAIR	\$158,166	\$111,287.00	\$153,250	\$41,963.00	27%
⑪ 255-VEHICLE REPAIR	\$54,180	\$47,483.44	\$62,650	\$15,166.56	24%
⑫ 259-STRUCTURAL R&M (ROADS, SEWERS, WA	\$627,710	\$588,528.17	\$674,750	\$86,221.83	13%
262-BUILDING & LAND RENTAL	\$50	\$11,037.15	\$18,500	\$7,462.85	40%
263-VEHICLE & EQUIPMENT LEASE OR RENTA	\$86,609	\$55,017.30	\$94,670	\$39,652.70	42%
⑬ 266-COMMUNICATIONS	\$45,434	\$51,179.60	\$36,830	(\$14,349.60)	-39%
267-AVL MAINTENANCE	\$82,848	\$62,233.10	\$70,775	\$8,541.90	12%
271-LICENSES & PERMITS	\$3,409	\$4,120.81	\$3,200	(\$920.81)	-29%
272-DAMAGE CLAIMS	\$298	\$635.05	\$15,000	\$14,364.95	96%
273-TAXES	\$6,473	\$5,485.31	\$7,500	\$2,014.69	27%
274-INSURANCE	\$185,590	\$112,121.31	\$194,800	\$82,678.69	42%
342-ASSESSOR FEES	\$237,432	\$143,193.50	\$216,300	\$73,106.50	34%
290-ELECTION COSTS	\$3,447		\$1,800	\$1,800.00	100%
⑭ 511-GOODS AND SUPPLIES	\$374,087	\$321,180.39	\$382,350	\$61,169.61	16%
521-FUEL & OIL	\$270,049	\$247,740.65	\$287,923	\$40,182.35	14%
531-CHEMICALS/SALT	\$134,461	\$97,635.73	\$168,500	\$70,864.27	42%
532-DUST CONTROL	\$269,210	\$194,933.34	\$256,900	\$61,966.66	24%
⑮ 533-GRADER BLADES	\$48,707	\$59,810.46	\$37,000	(\$22,810.46)	-62%
534-GRAVEL	\$984,198	\$1,191,034.00	\$1,300,000	\$108,966.00	8%
535-GRAVEL RECLAMATION COST	\$39,521		\$75,000	\$75,000.00	100%
543-NATURAL GAS	\$78,917	\$42,001.78	\$77,560	\$35,558.22	46%
544-ELECTRICAL POWER	\$242,885	\$170,649.59	\$268,888	\$98,238.41	37%
⑯ 710-GRANTS TO LOCAL GOVERNMENTS	\$1,112,675	\$1,167,654.56	\$1,125,622	(\$42,032.56)	-4%
735-GRANTS TO OTHER ORGANIZATIONS	\$1,106,673	\$1,363,405.55	\$1,526,735	\$163,329.45	11%
747-SCHOOL FOUNDATION PROGRAMS	\$6,581,738	\$5,042,158.07	\$6,722,877	\$1,680,718.93	25%
750-SENIORS FOUNDATION	\$325,093	\$244,315.88	\$325,575	\$81,259.12	25%
762-CONTRIBUTED TO CAPITAL	\$511,446		\$861,800	\$861,800.00	100%
763-CONTRIBUTED TO CAPITAL RESERVE	\$4,184,107	\$3,525,959.00	\$3,433,859	(\$92,100.00)	-3%
764-CONTRIBUTED TO OPERATING RESERVE	\$216,215	\$48,104.82	\$28,600	(\$19,504.82)	-68%
810-INTEREST & SERVICE CHARGES	\$3,910	\$2,864.28	\$3,500	\$655.72	18%
831-INTEREST-LONG TERM DEBT	\$265,727	\$174,520.29	\$431,489	\$256,968.71	60%
832-PRINCIPAL - LONG TERM DEBT	\$467,750	\$331,235.97	\$835,240	\$504,004.03	60%
921-BAD DEBT EXPENSE	\$43,026	\$1,256.13	\$37,500	\$36,243.87	97%
922-TAX CANCELLATION/WRITE OFFS	\$54,281	\$21,080.75	\$60,000	\$38,919.25	65%

MD of Mackenzie
Summary of All Units
September 30, 2005

	<u>2004 Actual</u>	<u>YTD 2005</u>	<u>2005</u>	<u>\$ Budget</u>	<u>% Budget</u>
	<u>Total</u>	<u>Actual</u>	<u>Budget</u>	<u>Remaining</u>	<u>Remaining</u>
992-COST OF LAND SOLD	\$5,591		\$12,000	\$12,000.00	100%
TOTAL EXPENDITURES	\$24,733,694	\$20,004,263.60	\$26,874,671	\$6,870,407.40	26%
SURPLUS	\$50,000	\$6,497,218.99		\$6,497,218.99	

MD of Mackenzie
00-Taxes
September 30, 2005

	<u>2004 Actual</u>	<u>YTD 2005</u>	<u>2005</u>	<u>\$ Budget</u>	<u>% Budget</u>
	<u>Total</u>	<u>Actual</u>	<u>Budget</u>	<u>Remaining</u>	<u>Remaining</u>
REVENUE					
100-TAXATION	\$21,700,688	\$23,285,194.96	\$23,193,384	\$91,810.96	0%
990-OVER/UNDER TAX COLLECTIONS	(\$67,353)		\$1,981	(\$1,981.00)	-100%
TOTAL REVENUE	\$21,633,335	\$23,285,194.96	\$23,195,365	\$89,829.96	0%
EXPENDITURE					
SURPLUS	\$21,633,335	\$23,285,194.96	\$23,195,365	\$89,829.96	0%

**MD of Mackenzie
11-Council
September 30, 2005**

	<u>2004 Actual</u>	<u>YTD 2005</u>	<u>2005</u>	<u>\$ Budget</u>	<u>% Budget</u>
	<u>Total</u>	<u>Actual</u>	<u>Budget</u>	<u>Remaining</u>	<u>Remaining</u>
REVENUE					
EXPENDITURE					
132-BENEFITS	\$3,773	\$1,745.15	\$4,000	\$2,254.85	56%
151-HONORARIA	\$174,311	\$99,250.00	\$204,850	\$105,600.00	52%
211-TRAVEL & SUBSISTENCE	\$97,151	\$64,569.66	\$95,600	\$31,030.34	32%
214-MEMBERSHIP/CONFERENCE FEES	\$11,396	\$1,495.00	\$10,000	\$8,505.00	85%
217-TELEPHONE	\$7,997	\$4,815.15	\$8,000	\$3,184.85	40%
290-ELECTION COSTS	\$3,447		\$1,800	\$1,800.00	100%
511-GOODS AND SUPPLIES		\$9,795.09	\$9,400	(\$395.09)	-4%
TOTAL EXPENDITURES	\$298,074	\$181,670.05	\$333,650	\$151,979.95	46%
SURPLUS	(\$298,074)	(\$181,670.05)	(\$333,650)	\$151,979.95	-46%

**MD of Mackenzie
12-Administration
September 30, 2005**

	2004 Actual	YTD 2005	2005	\$ Budget	% Budget
	Total	Actual	Budget	Remaining	Remaining
REVENUE					
420-SALES OF GOODS & SERVICES	\$27,461	\$21,768.04	\$20,000	\$1,768.04	9%
510-PENALTIES & COSTS ON TAXES	\$86,555	\$64,213.74	\$86,000	(\$21,786.26)	-25%
550-INTEREST REVENUE	\$161,770	\$129,666.35	\$110,000	\$19,666.35	18%
592-OIL WELL DRILLING	\$66,012	\$72,844.23	\$75,000	(\$2,155.77)	-3%
⑤ 597-OTHER REVENUE	\$25,950	\$14,824.29	\$11,000	\$3,824.29	35%
840-PROVINCIAL GRANTS	\$37,947	\$23,178.00	\$52,200	(\$29,022.00)	-56%
930-CONTRIBUTION FROM OPERATING RESE			\$3,000	(\$3,000.00)	-100%
950-DRAWN FROM ALLOWANCE	\$77,000				
TOTAL REVENUE	\$482,695	\$326,494.65	\$357,200	(\$30,705.35)	-9%
EXPENDITURE					
110-WAGES & SALARIES	\$682,132	\$527,516.52	\$760,780	\$233,263.48	31%
132-BENEFITS	\$116,412	\$101,566.80	\$133,110	\$31,543.20	24%
136-WCB CONTRIBUTIONS	\$8,313	\$14,819.66	\$18,880	\$4,060.34	22%
142-RECRUITING	\$19,068	\$56,201.36	\$40,000	(\$16,201.36)	-41%
151-HONORARIA	\$1,007	\$375.00	\$13,500	\$13,125.00	97%
152-BUSINESS EXP - COMMITTEE MEMBERS	\$1,134		\$2,000	\$2,000.00	100%
211-TRAVEL & SUBSISTENCE	\$25,942	\$28,009.48	\$44,000	\$15,990.52	36%
212-PROMOTIONAL EXPENDITURE	\$14,557	\$10,235.30	\$18,800	\$8,564.70	46%
214-MEMBERSHIP/CONFERENCE FEES	\$23,842	\$14,502.11	\$22,000	\$7,497.89	34%
215-FREIGHT	\$6,925	\$2,810.12	\$4,900	\$2,089.88	43%
216-POSTAGE	\$24,295	\$16,599.72	\$23,000	\$6,400.28	28%
217-TELEPHONE	\$59,418	\$42,163.74	\$61,200	\$19,036.26	31%
221-ADVERTISING	\$7,449	\$8,712.21	\$10,000	\$1,287.79	13%
223-SUBSCRIPTIONS & PUBLICATIONS	\$4,052	\$2,289.65	\$3,200	\$910.35	28%
231-AUDIT/ACCOUNTING	\$19,085	\$2,640.06	\$44,000	\$41,359.94	94%
232-LEGAL	\$11,384	\$11,483.83	\$14,600	\$3,116.17	21%
⑦ 235-PROFESSIONAL FEES	\$56,971	\$17,201.23	\$34,000	\$16,798.77	49%
239-TRAINING & EDUCATION	\$29,629	\$2,578.05	\$23,855	\$21,276.95	89%
242-COMPUTER PROG/DATA PROCESSING	\$35,991	\$19,597.66	\$43,000	\$23,402.34	54%
252-BUILDING REPAIRS & MAINTENANCE	\$41,433	\$36,780.10	\$46,480	\$9,699.90	21%
253-EQUIPMENT REPAIR	\$2,509	\$730.50	\$3,000	\$2,269.50	76%
⑪ 255-VEHICLE REPAIR	\$284	\$1,387.99	\$900	(\$487.99)	-54%
263-VEHICLE & EQUIPMENT LEASE OR RENTA	\$60,529	\$43,572.51	\$67,600	\$24,027.49	36%
272-DAMAGE CLAIMS			\$5,000	\$5,000.00	100%
273-TAXES	\$6,473	\$5,485.31	\$7,500	\$2,014.69	27%
274-INSURANCE	\$37,097	\$19,539.85	\$37,500	\$17,960.15	48%
342-ASSESSOR FEES	\$237,432	\$143,193.50	\$216,300	\$73,106.50	34%
511-GOODS AND SUPPLIES	\$66,790	\$36,484.48	\$64,000	\$27,515.52	43%
521-FUEL & OIL	\$6,602	\$4,857.96	\$9,300	\$4,442.04	48%
543-NATURAL GAS	\$9,529	\$3,181.19	\$10,090	\$6,908.81	68%
544-ELECTRICAL POWER	\$14,282	\$10,495.77	\$16,068	\$5,572.23	35%
⑬ 710-GRANTS TO LOCAL GOVERNMENTS	\$854,610	\$915,405.72	\$873,000	(\$42,405.72)	-5%
762-CONTRIBUTED TO CAPITAL	\$108,197		\$111,900	\$111,900.00	100%
810-INTEREST & SERVICE CHARGES	\$3,910	\$2,864.28	\$3,500	\$635.72	18%
921-BAD DEBT EXPENSE			\$5,000	\$5,000.00	100%
922-TAX CANCELLATION/WRITE OFFS	\$54,281	\$21,080.75	\$60,000	\$38,919.25	65%
TOTAL EXPENDITURES	\$2,651,568	\$2,124,362.41	\$2,851,963	\$727,600.59	26%
SURPLUS	(\$2,168,873)	(\$1,797,867.76)	(\$2,494,763)	\$696,895.24	-28%

**MD of Mackenzie
23-Fire Department
September 30, 2005**

	<u>2004 Actual</u>	<u>YTD 2005</u>	<u>2005</u>	<u>\$ Budget</u>	<u>% Budget</u>
	<u>Total</u>	<u>Actual</u>	<u>Budget</u>	<u>Remaining</u>	<u>Remaining</u>
REVENUE					
420-SALES OF GOODS & SERVICES	\$96,856	\$29,818.51	\$73,000	(\$43,181.49)	-59%
840-PROVINCIAL GRANTS			\$10,000	(\$10,000.00)	-100%
TOTAL REVENUE	\$96,856	\$29,818.51	\$83,000	(\$53,181.49)	-64%
EXPENDITURE					
110-WAGES & SALARIES	\$37,720	\$32,699.07	\$43,542	\$10,842.93	25%
132-BENEFITS	\$5,558	\$6,009.59	\$7,800	\$1,790.41	23%
136-WCB CONTRIBUTIONS	\$520	\$572.09	\$716	\$143.91	20%
151-HONORARIA	\$56,270	\$11,035.63	\$65,000	\$53,964.37	83%
211-TRAVEL & SUBSISTENCE	\$4,002	\$3,357.27	\$7,000	\$3,642.73	52%
214-MEMBERSHIP/CONFERENCE FEES	\$661	\$992.00	\$2,500	\$1,508.00	60%
215-FREIGHT	\$909	\$713.68	\$700	(\$13.68)	-2%
217-TELEPHONE	\$19,396	\$16,694.33	\$18,500	\$1,805.67	10%
221-ADVERTISING	\$276	\$175.00	\$500	\$325.00	65%
223-SUBSCRIPTIONS & PUBLICATIONS	\$256	\$195.00	\$500	\$305.00	61%
232-LEGAL	\$456		\$2,000	\$2,000.00	100%
235-PROFESSIONAL FEES	\$14,058	\$10,157.36	\$22,500	\$12,342.64	55%
239-TRAINING & EDUCATION	\$33,090	\$13,892.08	\$26,000	\$12,107.92	47%
252-BUILDING REPAIRS & MAINTENANCE	\$8,177	\$4,431.18	\$11,000	\$6,568.82	60%
253-EQUIPMENT REPAIR	\$10,558	\$16,979.81	\$30,750	\$13,770.19	45%
255-VEHICLE REPAIR	\$11,309	\$3,918.91	\$12,000	\$8,081.09	67%
263-VEHICLE & EQUIPMENT LEASE OR RENTA	\$9,366	\$7,461.99	\$9,370	\$1,908.01	20%
⑬ 266-COMMUNICATIONS	\$21,828	\$29,129.42	\$20,800	(\$8,329.42)	-40%
267-AVL MAINTENANCE	\$29,514	\$19,071.60	\$19,900	\$828.40	4%
274-INSURANCE	\$23,451	\$14,990.17	\$23,500	\$8,509.83	36%
511-GOODS AND SUPPLIES	\$56,615	\$35,630.58	\$46,000	\$10,369.42	23%
521-FUEL & OIL	\$2,153	\$1,760.88	\$4,750	\$2,989.12	63%
531-CHEMICALS/SALT	\$144	\$170.00	\$3,500	\$3,330.00	95%
543-NATURAL GAS	\$13,540	\$5,130.45	\$12,570	\$7,439.55	59%
544-ELECTRICAL POWER	\$14,101	\$9,769.15	\$14,500	\$4,730.85	33%
710-GRANTS TO LOCAL GOVERNMENTS	\$80,647	\$80,647.00	\$80,647		
762-CONTRIBUTED TO CAPITAL	\$19,418		\$14,500	\$14,500.00	100%
763-CONTRIBUTED TO CAPITAL RESERVE	\$150,000	\$150,000.00	\$150,000		
921-BAD DEBT EXPENSE	\$39,522		\$30,000	\$30,000.00	100%
TOTAL EXPENDITURES	\$663,514	\$475,584.24	\$681,045	\$205,460.76	30%
SURPLUS	(\$566.659)	(\$445,765.73)	(\$598,045)	\$152,279.27	-25%

MD of Mackenzie
25-Ambulance / Municipal Emergency
September 30, 2005

	<u>2004 Actual</u>	<u>YTD 2005</u>	<u>2005</u>	<u>\$ Budget</u>	<u>% Budget</u>
	<u>Total</u>	<u>Actual</u>	<u>Budget</u>	<u>Remaining</u>	<u>Remaining</u>
REVENUE					
560-RENTAL & LEASE REVENUE	\$7,200	\$4,200.00	\$12,000	(\$7,800.00)	-65%
597-OTHER REVENUE	\$1,171				
840-PROVINCIAL GRANTS		\$235,672.00	\$265,000	(\$29,328.00)	-11%
TOTAL REVENUE	\$8,371	\$239,872.00	\$277,000	(\$37,128.00)	-13%
EXPENDITURE					
110-WAGES & SALARIES	\$15,486	\$10,161.36	\$13,338	\$3,176.64	24%
132-BENEFITS	\$2,526	\$1,740.58	\$2,400	\$659.42	27%
136-WCB CONTRIBUTIONS	\$126	\$156.00	\$210	\$54.00	26%
211-TRAVEL & SUBSISTENCE	\$1,711	\$492.83	\$3,000	\$2,507.17	84%
214-MEMBERSHIP/CONFERENCE FEES	\$219	\$679.00	\$1,500	\$821.00	55%
235-PROFESSIONAL FEES	\$539,864	\$518,159.21	\$715,250	\$197,090.79	28%
236-ENHANCED POLICING	\$9,120				
239-TRAINING & EDUCATION	\$2,012	\$360.73	\$5,000	\$4,639.27	93%
252-BUILDING REPAIRS & MAINTENANCE	\$897	\$2,963.41	\$1,000	(\$1,963.41)	-196%
266-COMMUNICATIONS	\$6,354	\$3,947.04	\$1,600	(\$2,347.04)	-147%
267-AVL MAINTENANCE	\$3,059	\$3,011.04	\$4,900	\$1,888.96	39%
274-INSURANCE	\$8,388	\$5,338.32	\$8,400	\$3,061.68	36%
511-GOODS AND SUPPLIES	\$3,945	\$4,036.10	\$5,000	\$963.90	19%
762-CONTRIBUTED TO CAPITAL	\$27,030				
TOTAL EXPENDITURES	\$620,737	\$551,045.62	\$761,598	\$210,552.38	28%
SURPLUS	(\$612,366)	(\$311,173.62)	(\$484,598)	\$173,424.38	-36%

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MD of Mackenzie
26-Enforcement Services
September 30, 2005

	<u>2004 Actual</u>	<u>YTD 2005</u>	<u>2005</u>	<u>\$ Budget</u>	<u>% Budget</u>
	<u>Total</u>	<u>Actual</u>	<u>Budget</u>	<u>Remaining</u>	<u>Remaining</u>
REVENUE					
520-LICENSES & PERMITS	\$650	\$415.00	\$500	(\$85.00)	-17%
530-FINES	\$43,296	\$35,239.00	\$50,000	(\$14,761.00)	-30%
560-RENTAL & LEASE REVENUE		\$7,300.00		\$7,300.00	
597-OTHER REVENUE		\$63,074.25	\$70,000	(\$6,925.75)	-10%
TOTAL REVENUE	\$43,946	\$106,028.25	\$120,500	(\$14,471.75)	-12%
EXPENDITURE					
110-WAGES & SALARIES	\$96,354	\$119,819.77	\$179,087	\$59,267.23	33%
132-BENEFITS	\$16,365	\$19,618.65	\$26,600	\$6,981.35	26%
136-WCB CONTRIBUTIONS	\$2,178	\$1,351.97	\$1,698	\$346.03	20%
151-HONORARIA		\$3,150.00	\$9,000	\$5,850.00	65%
211-TRAVEL & SUBSISTENCE	\$6,087	\$3,627.83	\$8,000	\$4,372.17	55%
214-MEMBERSHIP/CONFERENCE FEES	\$555	\$350.00	\$1,000	\$650.00	65%
217-TELEPHONE	\$8,008	\$5,750.28	\$7,500	\$1,749.72	23%
221-ADVERTISING	\$136	\$162.30	\$500	\$337.70	68%
223-SUBSCRIPTIONS & PUBLICATIONS			\$500	\$500.00	100%
232-LEGAL		\$1,731.70	\$2,000	\$268.30	13%
235-PROFESSIONAL FEES	\$19,447	\$3,831.64	\$4,000	\$168.36	4%
236-ENHANCED POLICING	\$19,644	\$13,379.63	\$119,000	\$105,620.37	89%
239-TRAINING & EDUCATION	\$633	\$2,472.77	\$8,000	\$5,527.23	69%
253-EQUIPMENT REPAIR	\$3,701	\$1,531.71	\$1,500	(\$31.71)	-2%
⑪ 255-VEHICLE REPAIR	\$4,362	\$5,093.30	\$2,000	(\$3,093.30)	-155%
⑬ 266-COMMUNICATIONS	\$2,769	\$6,338.62	\$2,000	(\$4,338.62)	-217%
267-AVL MAINTENANCE	\$8,923	\$2,005.56	\$3,075	\$1,069.44	35%
274-INSURANCE	\$4,157	\$2,081.42	\$4,500	\$2,418.58	54%
511-GOODS AND SUPPLIES	\$8,380	\$9,022.63	\$10,000	\$977.37	10%
521-FUEL & OIL	\$5,050	\$6,940.18	\$5,000	(\$1,940.18)	-39%
710-GRANTS TO LOCAL GOVERNMENTS	\$4,735				
762-CONTRIBUTED TO CAPITAL	\$13,025				
TOTAL EXPENDITURES	\$224,510	\$208,259.96	\$394,960	\$186,700.04	47%
SURPLUS	(\$180,564)	(\$102,231.71)	(\$274,460)	\$172,228.29	-63%

MD of Mackenzie
32-Transportation
September 30, 2005

	2004 Actual	YTD 2005	2005	\$ Budget	% Budget
	Total	Actual	Budget	Remaining	Remaining
REVENUE					
① 124-FRONTAGE	\$21,908	\$49,245.20	\$99,500	(\$50,254.80)	-51%
420-SALES OF GOODS & SERVICES	\$103,414	\$52,345.58	\$100,000	(\$47,654.42)	-48%
④ 560-RENTAL & LEASE REVENUE	\$4,993				
570-INSURANCE PROCEEDS	\$8,833	\$959.80		\$959.80	
840-PROVINCIAL GRANTS	\$424,909	\$423,714.00	\$423,714		
TOTAL REVENUE	\$564,058	\$526,264.58	\$623,214	(\$96,949.42)	-16%
EXPENDITURE					
110-WAGES & SALARIES	\$1,262,853	\$907,638.38	\$1,347,200	\$439,561.62	33%
132-BENEFITS	\$173,325	\$148,184.95	\$237,600	\$89,415.05	38%
136-WCB CONTRIBUTIONS	\$15,838	\$21,579.70	\$27,425	\$5,845.30	21%
150-ISOLATION COSTS			\$7,200	\$7,200.00	100%
211-TRAVEL & SUBSISTENCE	\$24,084	\$12,680.93	\$16,500	\$3,819.07	23%
214-MEMBERSHIP/CONFERENCE FEES	\$2,395	\$837.00	\$2,000	\$1,163.00	58%
215-FREIGHT	\$14,268	\$11,368.98	\$8,000	(\$3,368.98)	-42%
217-TELEPHONE	\$26,610	\$17,298.68	\$23,500	\$6,201.32	26%
221-ADVERTISING	\$6,310	\$7,647.48	\$5,500	(\$2,147.48)	-39%
232-LEGAL	\$5,959	\$345.83	\$5,000	\$4,654.17	93%
233-ENGINEERING CONSULTING	\$40,460	\$32,536.97	\$50,000	\$17,463.03	35%
235-PROFESSIONAL FEES	\$443,835	\$319,065.25	\$462,000	\$142,934.75	31%
239-TRAINING & EDUCATION	\$10,662	\$3,330.95	\$10,500	\$7,169.05	68%
251-BRIDGE REPAIR & MAINTENANCE	\$1,600	\$1,210.01	\$12,000	\$10,789.99	90%
252-BUILDING REPAIRS & MAINTENANCE	\$22,949	\$12,952.88	\$13,200	\$247.12	2%
253-EQUIPMENT REPAIR	\$86,950	\$54,302.14	\$84,000	\$29,697.86	35%
255-VEHICLE REPAIR	\$22,642	\$20,291.66	\$31,000	\$10,708.34	35%
⑫ 259-STRUCTURAL R&M (ROADS, SEWERS, WA	\$201,161	\$196,121.74	\$199,600	\$3,478.26	2%
262-BUILDING & LAND RENTAL	\$50	\$10,837.15	\$18,000	\$7,162.85	40%
263-VEHICLE & EQUIPMENT LEASE OR RENTA	\$12,841	\$1,437.70	\$12,500	\$11,062.30	88%
266-COMMUNICATIONS	\$10,553	\$8,440.51	\$8,330	(\$110.51)	-1%
267-AVL MAINTENANCE	\$38,612	\$35,131.25	\$38,500	\$3,368.75	9%
271-LICENSES & PERMITS	\$3,381	\$4,120.81	\$3,000	(\$1,120.81)	-37%
272-DAMAGE CLAIMS	\$298	\$635.05	\$5,000	\$4,364.95	87%
274-INSURANCE	\$64,493	\$43,512.82	\$67,000	\$23,487.18	35%
⑭ 511-GOODS AND SUPPLIES	\$138,888	\$150,610.77	\$131,500	(\$19,110.77)	-15%
521-FUEL & OIL	\$219,565	\$200,426.42	\$216,000	\$15,573.58	7%
531-CHEMICALS/SALT	\$33,124	\$14,739.44	\$40,000	\$25,260.56	63%
532-DUST CONTROL	\$269,210	\$194,933.34	\$256,900	\$61,966.66	24%
⑮ 533-GRADER BLADES	\$48,707	\$59,810.46	\$37,000	(\$22,810.46)	-62%
534-GRAVEL	\$984,198	\$1,191,034.00	\$1,300,000	\$108,966.00	8%
535-GRAVEL RECLAMATION COST	\$39,521		\$75,000	\$75,000.00	100%
543-NATURAL GAS	\$12,946	\$7,655.64	\$9,250	\$1,594.36	17%
544-ELECTRICAL POWER	\$75,850	\$54,123.19	\$69,500	\$15,376.81	22%
762-CONTRIBUTED TO CAPITAL	\$180,523		\$282,400	\$282,400.00	100%
763-CONTRIBUTED TO CAPITAL RESERVE	\$3,658,015	\$2,434,502.00	\$2,434,502		
764-CONTRIBUTED TO OPERATING RESERVE	\$25,000				
831-INTEREST-LONG TERM DEBT	\$171,301	(\$664.88)	\$178,299	\$178,963.88	100%
832-PRINCIPAL - LONG TERM DEBT	\$285,644		\$340,550	\$340,550.00	100%
TOTAL EXPENDITURES	\$8,634,622	\$6,178,679.20	\$8,065,456	\$1,886,776.80	23%
SURPLUS	(\$8,070,563)	(\$5,652,414.62)	(\$7,442,242)	\$1,789,827.38	-24%

**MD of Mackenzie
33-Airport
September 30, 2005**

	<u>2004 Actual</u>	<u>YTD 2005</u>	<u>2005</u>	<u>\$ Budget</u>	<u>% Budget</u>
	<u>Total</u>	<u>Actual</u>	<u>Budget</u>	<u>Remaining</u>	<u>Remaining</u>
REVENUE					
420-SALES OF GOODS & SERVICES	\$29,130	\$16,630.00	\$25,000	(\$8,370.00)	-33%
560-RENTAL & LEASE REVENUE	\$1,000		\$8,500	(\$8,500.00)	-100%
TOTAL REVENUE	\$30,130	\$16,630.00	\$33,500	(\$16,870.00)	-50%
EXPENDITURE					
211-TRAVEL & SUBSISTENCE			\$500	\$500.00	100%
214-MEMBERSHIP/CONFERENCE FEES		\$1,000.00	\$900	(\$100.00)	-11%
239-TRAINING & EDUCATION			\$500	\$500.00	100%
252-BUILDING REPAIRS & MAINTENANCE	\$727		\$1,000	\$1,000.00	100%
253-EQUIPMENT REPAIR	\$7,814	\$1,805.30	\$1,500	(\$305.30)	-20%
259-STRUCTURAL R&M (ROADS, SEWERS, WA	\$872	\$4,392.37	\$5,000	\$607.63	12%
263-VEHICLE & EQUIPMENT LEASE OR RENTA	\$240	\$2,174.40	\$2,500	\$325.60	13%
274-INSURANCE	\$11,259	\$987.89	\$11,200	\$10,212.11	91%
511-GOODS AND SUPPLIES	\$3,613	\$307.69	\$2,000	\$1,692.31	85%
531-CHEMICALS/SALT		\$1,475.00	\$4,000	\$2,525.00	63%
543-NATURAL GAS	\$3,804	\$2,119.19	\$3,300	\$1,180.81	36%
544-ELECTRICAL POWER	\$4,928	\$3,288.01	\$4,800	\$1,511.99	31%
710-GRANTS TO LOCAL GOVERNMENTS	\$42,708	\$41,626.84	\$42,000	\$373.16	1%
762-CONTRIBUTED TO CAPITAL			\$10,000	\$10,000.00	100%
TOTAL EXPENDITURES	\$75,965	\$59,176.69	\$89,200	\$30,023.31	34%
SURPLUS	(\$45,835)	(\$42,546.69)	(\$55,700)	\$13,153.31	-24%

**MD of Mackenzie
41-Water Services
September 30, 2005**

	<u>2004 Actual</u>	<u>YTD 2005</u>	<u>2005</u>	<u>\$ Budget</u>	<u>% Budget</u>
	<u>Total</u>	<u>Actual</u>	<u>Budget</u>	<u>Remaining</u>	<u>Remaining</u>
REVENUE					
124-FRONTAGE	\$80,914	\$75,908.95	\$84,550	(\$8,641.05)	-10%
420-SALES OF GOODS & SERVICES	\$12,020	\$8,952.33	\$11,465	(\$2,512.67)	-22%
421-SALE OF WATER -METERED	\$585,081	\$606,853.79	\$722,177	(\$115,323.21)	-16%
422-SALE OF WATER-BULK	\$303,923	\$247,421.91	\$341,173	(\$93,751.09)	-27%
511-PENALTIES ON AR & UTILITIES	\$22,951	\$19,923.21	\$16,000	\$3,923.21	25%
840-PROVINCIAL GRANTS	\$353				
TOTAL REVENUE	\$1,005,242	\$959,060.19	\$1,175,365	(\$216,304.81)	-18%
EXPENDITURE					
110-WAGES & SALARIES	\$241,796	\$195,485.02	\$240,160	\$44,674.98	19%
132-BENEFITS	\$32,535	\$30,475.41	\$43,600	\$13,124.59	30%
136-WCB CONTRIBUTIONS	\$3,566	\$6,499.91	\$8,296	\$1,796.09	22%
150-ISOLATION COSTS	\$9,859	\$10,730.78	\$16,000	\$5,269.22	33%
211-TRAVEL & SUBSISTENCE	\$12,927	\$12,200.12	\$18,600	\$6,399.88	34%
214-MEMBERSHIP/CONFERENCE FEES	\$740	\$185.19	\$1,650	\$1,464.81	89%
215-FREIGHT	\$31,875	\$30,254.63	\$34,500	\$4,245.37	12%
217-TELEPHONE	\$18,185	\$12,845.47	\$15,000	\$2,154.53	14%
⑧ 221-ADVERTISING	\$2,008	\$7,363.13	\$1,500	(\$5,863.13)	-391%
223-SUBSCRIPTIONS & PUBLICATIONS			\$200	\$200.00	100%
232-LEGAL			\$1,000	\$1,000.00	100%
233-ENGINEERING CONSULTING	\$8,797		\$11,000	\$11,000.00	100%
235-PROFESSIONAL FEES	\$16,727	\$5,913.86	\$19,600	\$13,686.14	70%
239-TRAINING & EDUCATION	\$8,673	\$9,768.81	\$9,500	(\$268.81)	-3%
252-BUILDING REPAIRS & MAINTENANCE	\$13,227	\$7,342.67	\$10,000	\$2,657.33	27%
⑩ 253-EQUIPMENT REPAIR	\$32,710	\$21,615.10	\$18,700	(\$2,915.10)	-16%
255-VEHICLE REPAIR	\$11,176	\$10,250.45	\$10,000	(\$250.45)	-3%
⑫ 259-STRUCTURAL R&M (ROADS, SEWERS, WA	\$104,588	\$56,868.78	\$114,000	\$57,131.22	50%
266-COMMUNICATIONS	\$3,088	\$2,641.26	\$3,100	\$458.74	15%
271-LICENSES & PERMITS	\$28		\$200	\$200.00	100%
272-DAMAGE CLAIMS			\$5,000	\$5,000.00	100%
274-INSURANCE	\$19,467	\$14,719.04	\$24,500	\$9,780.96	40%
511-GOODS AND SUPPLIES	\$51,016	\$47,446.35	\$67,300	\$19,853.65	30%
521-FUEL & OIL	\$16,459	\$13,676.10	\$26,048	\$12,371.90	47%
531-CHEMICALS/SALT	\$73,482	\$47,080.08	\$81,000	\$33,919.92	42%
543-NATURAL GAS	\$35,976	\$21,565.03	\$37,950	\$16,384.97	43%
544-ELECTRICAL POWER	\$112,928	\$78,197.48	\$143,500	\$65,302.52	46%
762-CONTRIBUTED TO CAPITAL	\$36,125		\$86,500	\$86,500.00	100%
763-CONTRIBUTED TO CAPITAL RESERVE		\$599,357.00	\$599,357		
831-INTEREST-LONG TERM DEBT	\$54,942	\$158,042.85	\$220,164	\$62,121.15	28%
832-PRINCIPAL - LONG TERM DEBT	\$110,998	\$298,654.07	\$417,371	\$118,716.93	28%
921-BAD DEBT EXPENSE	\$3,503	\$1,256.13	\$2,500	\$1,243.87	50%
TOTAL EXPENDITURES	\$1,067,400	\$1,700,434.72	\$2,287,796	\$587,361.28	26%
SURPLUS	(\$62,158)	(\$741,374.53)	(\$1,112,431)	\$371,056.47	-33%

**MD of Mackenzie
42-Sewer Services
September 30, 2005**

	<u>2004 Actual</u>	<u>YTD 2005</u>	<u>2005</u>	<u>\$ Budget</u>	<u>% Budget</u>
	<u>Total</u>	<u>Actual</u>	<u>Budget</u>	<u>Remaining</u>	<u>Remaining</u>
REVENUE					
124-FRONTAGE	\$47,857	\$41,889.39	\$50,915	(\$9,025.61)	-18%
421-SALE OF WATER -METERED	\$259,210	\$207,912.54	\$262,300	(\$54,387.46)	-21%
TOTAL REVENUE	\$307,067	\$249,801.93	\$313,215	(\$63,413.07)	-20%
EXPENDITURE					
110-WAGES & SALARIES	\$100,343	\$55,945.38	\$145,885	\$89,939.62	62%
132-BENEFITS	\$13,343	\$9,088.08	\$26,125	\$17,036.92	65%
136-WCB CONTRIBUTIONS	\$2,181				
217-TELEPHONE	\$1,385	\$1,075.19	\$1,370	\$294.81	22%
232-LEGAL		\$50.40	\$1,500	\$1,449.60	97%
233-ENGINEERING CONSULTING	\$9,573	\$1,740.33	\$6,800	\$5,059.67	74%
235-PROFESSIONAL FEES		\$230.99	\$600	\$369.01	62%
252-BUILDING REPAIRS & MAINTENANCE	\$1,227		\$2,800	\$2,800.00	100%
(1) 253-EQUIPMENT REPAIR	\$6,280	\$11,012.43	\$7,000	(\$4,012.43)	-57%
(2) 259-STRUCTURAL R&M (ROADS, SEWERS, WA	\$24,140	\$20,127.35	\$19,000	(\$1,127.35)	-6%
274-INSURANCE	\$5,039	\$3,268.46	\$5,000	\$1,731.54	35%
511-GOODS AND SUPPLIES	\$6,306	\$1,291.77	\$8,500	\$7,208.23	85%
531-CHEMICALS/SALT	\$3,723	\$2,110.00	\$5,000	\$2,890.00	58%
543-NATURAL GAS	\$3,123	\$2,350.28	\$4,400	\$2,049.72	47%
544-ELECTRICAL POWER	\$14,990	\$11,239.99	\$14,820	\$3,580.01	24%
762-CONTRIBUTED TO CAPITAL	\$85,543		\$272,000	\$272,000.00	100%
831-INTEREST-LONG TERM DEBT	\$39,483	\$17,142.32	\$33,026	\$15,883.68	48%
832-PRINCIPAL - LONG TERM DEBT	\$71,108	\$32,581.90	\$77,319	\$44,737.10	58%
TOTAL EXPENDITURES	\$387,785	\$169,254.87	\$631,145	\$461,890.13	73%
SURPLUS	(\$80,718)	\$80,547.06	(\$317,930)	\$398,477.06	-125%

**MD of Mackenzie
43-Solid Waste Disposal
September 30, 2005**

	<u>2004 Actual</u>	<u>YTD 2005</u>	<u>2005</u>	<u>\$ Budget</u>	<u>% Budget</u>
	<u>Total</u>	<u>Actual</u>	<u>Budget</u>	<u>Remaining</u>	<u>Remaining</u>
REVENUE					
420-SALES OF GOODS & SERVICES	\$8,335	\$7,220.70	\$8,500	(\$1,279.30)	-15%
TOTAL REVENUE	\$8,335	\$7,220.70	\$8,500	(\$1,279.30)	-15%
EXPENDITURE					
110-WAGES & SALARIES	\$11,230		\$14,981	\$14,981.00	100%
132-BENEFITS	\$1,383		\$2,685	\$2,685.00	100%
136-WCB CONTRIBUTIONS	\$220	\$260.01	\$332	\$71.99	22%
211-TRAVEL & SUBSISTENCE			\$1,000	\$1,000.00	100%
221-ADVERTISING		\$374.56	\$500	\$125.44	25%
232-LEGAL		\$364.16	\$500	\$135.84	27%
235-PROFESSIONAL FEES	\$263,634	\$167,346.17	\$276,500	\$109,153.83	39%
239-TRAINING & EDUCATION	\$301	\$500.00	\$500		
252-BUILDING REPAIRS & MAINTENANCE	\$2,297	\$496.12	\$2,300	\$1,803.88	78%
253-EQUIPMENT REPAIR	\$4,998	\$1,053.91	\$4,800	\$3,746.09	78%
259-STRUCTURAL R&M (ROADS, SEWERS, WA		\$3,073.00	\$22,150	\$19,077.00	86%
511-GOODS AND SUPPLIES	\$1,845	\$1,208.82	\$3,400	\$2,191.18	64%
544-ELECTRICAL POWER	\$5,807	\$3,536.00	\$5,700	\$2,164.00	38%
762-CONTRIBUTED TO CAPITAL	\$41,585				
TOTAL EXPENDITURES	\$333,301	\$178,212.75	\$335,348	\$157,135.25	47%
SURPLUS	(\$324,966)	(\$170,992.05)	(\$326,848)	\$155,855.95	-48%

MD of Mackenzie
51-Family & Community Services
September 30, 2005

	<u>2004 Actual</u>	<u>YTD 2005</u>	<u>2005</u>	<u>\$ Budget</u>	<u>% Budget</u>
	<u>Total</u>	<u>Actual</u>	<u>Budget</u>	<u>Remaining</u>	<u>Remaining</u>
REVENUE					
840-PROVINCIAL GRANTS	\$207,926	\$162,785.00	\$213,462	(\$50,677.00)	-24%
920-CONTRIBUTED FROM CAPITAL RESERVE		\$27,000.00	\$60,000	(\$33,000.00)	-55%
TOTAL REVENUE	\$207,926	\$189,785.00	\$273,462	(\$83,677.00)	-31%
EXPENDITURE					
255-VEHICLE REPAIR	\$180	\$470.26	\$750	\$279.74	37%
274-INSURANCE	\$209	\$1,041.93	\$1,000	(\$41.93)	-4%
710-GRANTS TO LOCAL GOVERNMENTS	\$22,906	\$22,906.00	\$22,906		
735-GRANTS TO OTHER ORGANIZATIONS	\$386,408	\$749,829.00	\$761,478	\$11,649.00	2%
TOTAL EXPENDITURES	\$409,703	\$774,247.19	\$786,134	\$11,886.81	2%
SURPLUS	(\$201,777)	(\$584,462.19)	(\$512,672)	(\$71,790.19)	14%

**MD of Mackenzie
61-Planning & Development
September 30, 2005**

	<u>2004 Actual</u>	<u>YTD 2005</u>	<u>2005</u>	<u>\$ Budget</u>	<u>% Budget</u>
	<u>Total</u>	<u>Actual</u>	<u>Budget</u>	<u>Remaining</u>	<u>Remaining</u>
REVENUE					
420-SALES OF GOODS & SERVICES	\$889	\$1,270.00	\$1,000	\$270.00	27%
424-SALE OF LAND	\$215				
520-LICENSES & PERMITS	\$14,329	\$10,940.00	\$17,000	(\$6,060.00)	-36%
522-MUNICIPAL RESERVE REVENUE	\$3,650	\$23,104.82		\$23,104.82	
526-SAFETY CODE PERMITS	\$56,583	\$231,026.29	\$200,000	\$31,026.29	16%
525-SUBDIVISION FEES	\$127,909	\$67,340.00	\$100,000	(\$32,660.00)	-33%
531-SAFETY CODE COUNCIL	\$358	\$3,234.21	\$2,500	\$734.21	29%
560-RENTAL & LEASE REVENUE	\$21,533	\$15,839.50	\$16,000	(\$160.50)	-1%
TOTAL REVENUE	\$225,465	\$352,754.82	\$336,500	\$16,254.82	5%
EXPENDITURE					
110-WAGES & SALARIES	\$202,888	\$237,379.58	\$345,685	\$108,305.42	31%
132-BENEFITS	\$31,910	\$38,197.39	\$60,050	\$21,852.61	36%
136-WCB CONTRIBUTIONS	\$2,885	\$5,095.94	\$6,452	\$1,356.06	21%
151-HONORARIA	\$4,500	\$2,075.00	\$1,500	(\$575.00)	-38%
211-TRAVEL & SUBSISTENCE	\$11,156	\$5,599.60	\$12,000	\$6,400.40	53%
214-MEMBERSHIP/CONFERENCE FEES	\$2,220	\$1,239.00	\$3,000	\$1,761.00	59%
217-TELEPHONE	\$2,281	\$1,960.54	\$2,500	\$539.46	22%
221-ADVERTISING	\$20,441	\$11,966.17	\$25,000	\$13,033.83	52%
232-LEGAL	\$35,581	\$2,430.59	\$10,000	\$7,569.41	76%
235-PROFESSIONAL FEES	\$63,206	\$50,530.39	\$45,000	(\$5,530.39)	-12%
239-TRAINING & EDUCATION	\$2,990	\$3,332.94	\$12,000	\$8,667.06	72%
255-VEHICLE REPAIR	\$2,704	\$2,308.29	\$3,000	\$691.71	23%
267-AVL MAINTENANCE	\$2,740	\$3,013.65	\$4,400	\$1,386.35	32%
274-INSURANCE	\$3,110	\$1,678.30	\$3,200	\$1,521.70	48%
511-GOODS AND SUPPLIES	\$13,035	\$4,687.53	\$10,000	\$5,312.47	53%
521-FUEL & OIL	\$8,206	\$7,620.40	\$9,000	\$1,379.60	15%
762-CONTRIBUTED TO CAPITAL			\$84,500	\$84,500.00	100%
764-CONTRIBUTED TO OPERATING RESERVE	\$3,650	\$23,104.82		(\$23,104.82)	
TOTAL EXPENDITURES	\$413,502	\$402,220.13	\$637,287	\$235,066.87	37%
SURPLUS	(\$188,036)	(\$49,465.31)	(\$300,787)	\$251,321.69	-84%

**MD of Mackenzie
63-Agriculture
September 30, 2005**

	<u>2004 Actual</u>	<u>YTD 2005</u>	<u>2005</u>	<u>\$ Budget</u>	<u>% Budget</u>
	<u>Total</u>	<u>Actual</u>	<u>Budget</u>	<u>Remaining</u>	<u>Remaining</u>
REVENUE					
420-SALES OF GOODS & SERVICES			\$2,250	(\$2,250.00)	-100%
560-RENTAL & LEASE REVENUE	\$6,897	\$2,139.50	\$7,500	(\$5,360.50)	-71%
840-PROVINCIAL GRANTS	\$49,473	\$116,900.00	\$49,000	\$67,900.00	139%
TOTAL REVENUE	\$56,370	\$119,039.50	\$58,750	\$60,289.50	103%
EXPENDITURE					
110-WAGES & SALARIES	\$81,994	\$62,043.69	\$101,804	\$39,760.31	39%
132-BENEFITS	\$10,388	\$9,569.96	\$11,655	\$2,085.04	18%
136-WCB CONTRIBUTIONS	\$1,430	\$1,663.98	\$2,133	\$469.02	22%
151-HONORARIA	\$4,125	\$3,750.00	\$7,000	\$3,250.00	46%
211-TRAVEL & SUBSISTENCE	\$5,977	\$3,879.70	\$9,300	\$5,420.30	58%
214-MEMBERSHIP/CONFERENCE FEES	\$1,200	\$3,635.00	\$1,500	(\$2,135.00)	-142%
217-TELEPHONE	\$1,072	\$544.53	\$800	\$255.47	32%
221-ADVERTISING	\$1,238	\$974.74	\$1,500	\$525.26	35%
233-ENGINEERING CONSULTING	\$52,922	\$47,383.83	\$45,000	(\$2,383.83)	-5%
239-TRAINING & EDUCATION	\$1,078	\$192.42	\$2,000	\$1,807.58	90%
253-EQUIPMENT REPAIR	\$2,646	\$2,256.10	\$2,000	(\$256.10)	-13%
255-VEHICLE REPAIR	\$1,524	\$3,762.58	\$3,000	(\$762.58)	-25%
259-STRUCTURAL R&M (ROADS, SEWERS, WA	\$296,948	\$307,944.93	\$315,000	\$7,055.07	2%
262-BUILDING & LAND RENTAL		\$200.00	\$500	\$300.00	60%
263-VEHICLE & EQUIPMENT LEASE OR RENTA	\$3,633	\$370.70	\$2,700	\$2,329.30	86%
266-COMMUNICATIONS	\$842	\$682.75	\$1,000	\$317.25	32%
274-INSURANCE	\$8,921	\$4,963.11	\$9,000	\$4,036.89	45%
511-GOODS AND SUPPLIES	\$7,860	\$3,429.67	\$8,750	\$5,320.33	61%
521-FUEL & OIL	\$12,013	\$9,958.71	\$14,375	\$4,416.29	31%
531-CHEMICALS/SALT	\$23,988	\$32,061.21	\$35,000	\$2,938.79	8%
735-GRANTS TO OTHER ORGANIZATIONS	\$30,200	\$30,200.00	\$30,500	\$300.00	1%
763-CONTRIBUTED TO CAPITAL RESERVE	\$150,000	\$250,000.00	\$250,000		
TOTAL EXPENDITURES	\$699,999	\$779,467.61	\$854,517	\$75,049.39	9%
SURPLUS	(\$643,629)	(\$660,428.11)	(\$795,767)	\$135,338.89	-17%

**MD of Mackenzie
64-Veterinary Service
September 30, 2005**

	<u>2004 Actual</u>	<u>YTD 2005</u>	<u>2005</u>	<u>\$ Budget</u>	<u>% Budget</u>
	<u>Total</u>	<u>Actual</u>	<u>Budget</u>	<u>Remaining</u>	<u>Remaining</u>
REVENUE					
EXPENDITURE					
151-HONORARIA			\$750	\$750.00	100%
211-TRAVEL & SUBSISTENCE	\$20	\$74.58	\$300	\$225.42	75%
235-PROFESSIONAL FEES	\$103,717	\$28,500.00	\$94,500	\$66,000.00	70%
TOTAL EXPENDITURES	\$103,736	\$28,574.58	\$95,550	\$66,975.42	70%
SURPLUS	(\$103,736)	(\$28,574.58)	(\$95,550)	\$66,975.42	-70%

**MD of Mackenzie
66-Subdivision
September 30, 2005**

	<u>2004 Actual</u>	<u>YTD 2005</u>	<u>2005</u>	<u>\$ Budget</u>	<u>% Budget</u>
	<u>Total</u>	<u>Actual</u>	<u>Budget</u>	<u>Remaining</u>	<u>Remaining</u>
REVENUE					
424-SALE OF LAND	\$21,390	\$93,517.50	\$19,100	\$74,417.50	390%
597-OTHER REVENUE	\$2,000				
TOTAL REVENUE	\$23,390	\$93,517.50	\$19,100	\$74,417.50	390%
EXPENDITURE					
221-ADVERTISING	\$663		\$1,000	\$1,000.00	100%
235-PROFESSIONAL FEES			\$2,500	\$2,500.00	100%
763-CONTRIBUTED TO CAPITAL RESERVE		\$92,100.00		(\$92,100.00)	
764-CONTRIBUTED TO OPERATING RESERVE	\$17,135		\$3,600	\$3,600.00	100%
992-COST OF LAND SOLD	\$5,591		\$12,000	\$12,000.00	100%
TOTAL EXPENDITURES	\$23,390	\$92,100.00	\$19,100	(\$73,000.00)	-382%
SURPLUS		\$1,417.50		\$1,417.50	

**MD of Mackenzie
71-Recreation Boards
September 30, 2005**

	<u>2004 Actual</u>	<u>YTD 2005</u>	<u>2005</u>	<u>\$ Budget</u>	<u>% Budget</u>
	<u>Total</u>	<u>Actual</u>	<u>Budget</u>	<u>Remaining</u>	<u>Remaining</u>
REVENUE					
920-CONTRIBUTED FROM CAPITAL RESERVE	\$79,597				
TOTAL REVENUE	\$79,597				
EXPENDITURE					
710-GRANTS TO LOCAL GOVERNMENTS	\$99,904	\$99,904.00	\$99,904		
735-GRANTS TO OTHER ORGANIZATIONS	\$575,065	\$456,876.55	\$608,257	\$151,380.45	25%
763-CONTRIBUTED TO CAPITAL RESERVE	\$55,663				
TOTAL EXPENDITURES	\$730,632	\$556,780.55	\$708,161	\$151,380.45	21%
SURPLUS	(\$651,035)	(\$556,780.55)	(\$708,161)	\$151,380.45	-21%

**MD of Mackenzie
72-Parks & Playgrounds
September 30, 2005**

	<u>2004 Actual</u>	<u>YTD 2005</u>	<u>2005</u>	<u>\$ Budget</u>	<u>% Budget</u>
	<u>Total</u>	<u>Actual</u>	<u>Budget</u>	<u>Remaining</u>	<u>Remaining</u>
REVENUE					
EXPENDITURE					
110-WAGES & SALARIES		\$25,699.47	\$57,530	\$31,830.53	55%
132-BENEFITS		\$383.72	\$8,190	\$7,806.28	95%
235-PROFESSIONAL FEES		\$38,000.00	\$34,000	(\$4,000.00)	-12%
252-BUILDING REPAIRS & MAINTENANCE		\$2,383.23	\$2,500	\$116.77	5%
511-GOODS AND SUPPLIES		\$15,088.91	\$6,500	(\$8,588.91)	-132%
521-FUEL & OIL		\$2,500.00	\$3,450	\$950.00	28%
764-CONTRIBUTED TO OPERATING RESERVE		\$25,000.00	\$25,000		
TOTAL EXPENDITURES		\$109,055.33	\$137,170	\$28,114.67	20%
SURPLUS		(\$109,055.33)	(\$137,170)	\$28,114.67	-20%

**MD of Mackenzie
73-Tourism
September 30, 2005**

	<u>2004 Actual</u>	<u>YTD 2005</u>	<u>2005</u>	<u>\$ Budget</u>	<u>% Budget</u>
	<u>Total</u>	<u>Actual</u>	<u>Budget</u>	<u>Remaining</u>	<u>Remaining</u>
REVENUE					
930-CONTRIBUTION FROM OPERATING RESE	\$10,913				
TOTAL REVENUE	\$10,913				
EXPENDITURE					
214-MEMBERSHIP/CONFERENCE FEES	\$9,579	\$12,858.75	\$11,974	(\$884.75)	-7%
221-ADVERTISING	\$28		\$500	\$500.00	100%
511-GOODS AND SUPPLIES	\$15,795	\$2,140.00	\$10,000	\$7,860.00	79%
TOTAL EXPENDITURES	\$25,402	\$14,998.75	\$22,474	\$7,475.25	33%
SURPLUS	(\$14,489)	(\$14,998.75)	(\$22,474)	\$7,475.25	-33%

**MD of Mackenzie
74-Library Service
September 30, 2005**

	<u>2004 Actual</u>	<u>YTD 2005</u>	<u>2005</u>	<u>\$ Budget</u>	<u>% Budget</u>
	<u>Total</u>	<u>Actual</u>	<u>Budget</u>	<u>Remaining</u>	<u>Remaining</u>
REVENUE					
EXPENDITURE					
710-GRANTS TO LOCAL GOVERNMENTS	\$7,165	\$7,165.00	\$7,165		
735-GRANTS TO OTHER ORGANIZATIONS	\$115,000	\$126,500.00	\$126,500		
TOTAL EXPENDITURES	\$122,165	\$133,665.00	\$133,665		
SURPLUS	(\$122,165)	(\$133,665.00)	(\$133,665)		

**MD of Mackenzie
85-Requisitions
September 30, 2005**

	<u>2004 Actual</u>	<u>YTD 2005</u>	<u>2005</u>	<u>\$ Budget</u>	<u>% Budget</u>
	<u>Total</u>	<u>Actual</u>	<u>Budget</u>	<u>Remaining</u>	<u>Remaining</u>
REVENUE					
EXPENDITURE					
747-SCHOOL FOUNDATION PROGRAMS	\$6,581,738	\$5,042,158.07	\$6,722,877	\$1,680,718.93	25%
750-SENIORS FOUNDATION	\$325,093	\$244,315.88	\$325,575	\$81,259.12	25%
TOTAL EXPENDITURES	\$6,906,831	\$5,286,473.95	\$7,048,452	\$1,761,978.05	25%
SURPLUS	(\$6,906,831)	(\$5,286,473.95)	(\$7,048,452)	\$1,761,978.05	-25%

MD of Mackenzie
97-Other Transfers
September 30, 2005

	<u>2004 Actual</u>	<u>YTD 2005</u>	<u>2005</u>	<u>\$ Budget</u>	<u>% Budget</u>
	<u>Total</u>	<u>Actual</u>	<u>Budget</u>	<u>Remaining</u>	<u>Remaining</u>
REVENUE					
EXPENDITURE					
763-CONTRIBUTED TO CAPITAL RESERVE	\$170,429				
764-CONTRIBUTED TO OPERATING RESERVE	\$170,429				
TOTAL EXPENDITURES	\$340,859				
SURPLUS	(\$340,859)				

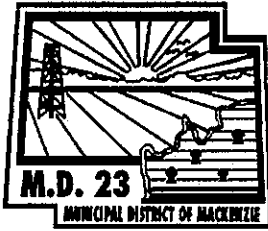
MUNICIPAL DISTRICT OF MACKENZIE

MONTHLY CAPITAL PROJECT REPORT

Department	Grant eligible amount	Total budget	Actual cost-to-date	Variance \$	Variance %	Estimated % of completion	Estimated completion date	Comment
Administration								
PC's, Peripherals & Equip.		15,000	15,001	(1)	0%	100%	15-Jun-05	Completed
NT Server, Computer hardware and software		15,100	5,729	9,371	62%	50%	31-Dec-05	Ordered software & hardware
Furniture & Equipment (was 2,000)		9,300	7,831	1,469	16%	50%	31-Jul-05	Purchased some shelving for records management room, purchased two book cases and filing cabinet.
Medical clinic		800,000		800,000	100%			
R.E.D.I. - 2004		30,897	28,053	2,844	9%	100%	9-Apr-05	Completed
R.E.D.I. - 2005	150,000	150,000						Approved
Zama Trailer		75,000		75,000	100%		15-Nov-05	In progress
Total		\$1,095,297	\$56,615	\$810,839	74%			
Fire Services								
La Crete Fire Dep - Paint MCI Unit		4,500		4,500	100%		30-Oct-05	Scheduled for painting
Fort Vermilion Fire Hall Mezzanine		10,000		19,709	197%		15-Dec-05	We are meeting with FV Fire Department to discuss design and construction
Zama Rescue Vehicle		225,000		19,709	9%		31-Jan-06	Unit ordered
Training Lot Development		9,709		9,709	100%			Met with Zama Fire Department, will proceed with work in September.
Fire Trailer and Storage Shed		4,635		4,635	100%	90%	30-Oct-05	Purchased some additional hand tools, near completion
Total		\$253,844	\$0	\$58,262	23%			
Ambulance Services								
LC Ambulance Capital		56,033		56,033	100%			Will be utilized with the municipal ambulance service
Evacuation Sidewalk - LC		7,282	251	7,031	97%			Looking for contractors
Two Ambulances		250,000	91,653	158,347	63%			In progress
Concrete Pad Replacement - LC Amb		6,334		6,334	100%			Looking for contractors
Total		\$319,649	\$91,903	\$227,746	71%			
Enforcement								
Office Renovations		\$2,075	1,980	95	5%	100%		Completed
Total		\$2,075	\$1,980	\$95	5%			
Transportation								
GIS hardware/Software		30,000	17,466	12,534	42%	50%	31-Dec-05	In progress
Gravel Exploration		50,000	22,420	27,580	55%	10%	On going	Continuing with emphasis on FV and HL; recently found new source for Fort Vermilion area
La Crete Walking Trails		20,000	53,534	(33,534)	-168%	90%	31-Oct-05	Recently landscaped trails and signs to be put up shortly; actual funds paid out include fundraising portion; budget shown represents only MD's contribution to this project; received a grant for \$26,000 as part of their fundraising for upgrading to the trail
Zama Walking Trails		20,000		20,000	100%			Not Started
Street Lighting (all hamlets) (was \$30,000)		15,000		15,000	100%	5%		Waiting for ATCO to install the requested lighting
Office Furniture		13,500	12,104	1,396	10%			In progress through Planning & Emergency services
Run-off pond for the FV salt storage area		15,000	890	14,110	94%	5%	30-Oct-05	Received materials, scheduling contractor
Enviro tanks for the FV shop		12,500	1,501	10,999	88%			Cancelled, we got a tank from our current fuel supplier under the fuel contract
FV shop upgrade		22,400	19,264	3,136	14%	90%		In progress
FV oil & fuel storage at the work yard		5,000		5,000	100%			Deferred
FV yard renovations		15,000	16,226	(1,226)	-8%	100%	30-Sep-05	Completed
Alternative A.2 for the Hwy 697 & 88 connector		50,000		50,000	100%			Received response from Minister of Transportation
LC 98th Avenue and 113th Street subdivision		52,991		52,991	100%	100%	15-Oct-05	completed
Grader Replacement		280,000	260,020	19,980	7%	100%	31-Mar-05	Completed
3 Trucks & \$30,000 and 1 truck & \$29,300		119,300	125,881	(6,581)	-6%	100%	31-Mar-05	Completed
2 Trucks for Safety Code officers		64,000	28,330	35,670	56%			Purchased one truck
1 Truck for Director of Operations		32,000	33,837	(1,837)	-6%	100%		Completed
Minor Small Equipment		30,000	26,979	3,021	10%	60%		Some small equipment has been purchased, in progress
Two Skid Steers		80,000	80,645	(645)	-1%	100%	31-Mar-05	Completed
Snow blower attachment		15,000	18,323	(3,323)	-22%	100%	30-Apr-05	Completed
Water Tank		11,000	10,111	889	8%	100%	31-May-05	Completed

Department	Grant eligible amount	Total budget	Actual cost-to-date	Variance \$	Variance %	Estimated % of completion	Estimated completion date	Comment
Service Utility Trailer		20,000	19,443	557	3%	100%	1-Feb-05	Completed
Hydraulic Windrow Eliminator System		18,000	9,051	8,949	50%	100%	15-Sep-05	Completed
Street Sweeper	112,000	163,000	166,515	(3,515)	-2%	100%	1-Mar-05	Completed
Patrol Vehicle		8,475	6,492	1,983	23%	100%	30-Apr-05	Completed
Shoulder Pulls		98,000	86,226	11,774	12%	100%	31-Jul-05	Completed
Assumption Bypass	1,017,000	2,120,888	71,795	2,049,093	97%	5%		The Clearing for the Assumption Bypass has been put on hold. Meeting scheduled with Dena Tha on Oct 21.
LC 94 Avenue East Paving	364,036	1,006,493	778,477	228,017	23%	95%		Final inspection scheduled for Oct 19.
TWP 109-0 at RR 16-1	39,000	48,000	42,918	5,082	11%	100%	15-Oct-05	Completed
Savage Prairie Road from 14-4 to 14-5	78,000	89,000	81,536	7,464	8%	100%	15-Oct-05	Completed
1/2 mile NE 14-105-16-W5, RR 16-1 (Cornie Fehr Reconstruction - non-compliant road)		28,000	21,027	6,973	25%	100%	1-Sep-05	Completed
Prairie Point road - culvert repair		33,600	3,006	30,594	91%	5%		EXH has reviewed the project and due to the condition of the culverts they need to be replaced. The preliminary cost estimate is \$140,000, but would be eligible for GAP funding. This will be included in the 2006 budget. Some work was done last week to temporarily fix the road shoulder and remove the beaver dams.
Access to NW 18-104-18 WSM Peter Peters		67,000	62,945	4,055	6%	100%	31-Jul-05	Completed
Access to NW 8-107-14-W5M Henry Dyck		58,000	35,443	22,557	39%	100%	15-Sep-05	Completed
Access to NW 15-104-16 W5M Bill Wall		47,000	45,033	1,967	4%	100%	31-Jul-05	Completed
Access to SW 21-110-18-W5M Shawn O'Shea		-	-	-	0%	15%	30-Sep-05	Cancelled, surveying invoice reallocated to operating expenditures.
LC private developer-road widening - 109th street		31,000		31,000	100%	10%	15-Oct-05	Completed
BF 75877 - bridge repairs	80,000	100,000	5,817	94,183	94%	95%	30-Nov-05	Substantially complete
BF 76738 - bridge repairs	15,000	25,000		25,000	100%			Setting up a meeting with engineers
BF 813368 - bridge repairs	220,000	250,000		250,000	100%			Not Started
LC 101 Ave Curb, Gutter, Sidewalk	122,340	334,102	187,465	146,637	44%	95%	30-Sep-05	Cleanup remaining
LC 101 St. & 100th Ave. Overlay		161,648	78,998	82,650	51%	95%	30-Sep-05	Cleanup remaining
LC 105 and 98 Ave Cold Mix		25,000	-	25,000	100%	2%	15-Sep-05	On hold
100 to 101 Street Cold Mix Asphalt - Lane Block 2&3		61,480	23,847	37,633	61%	95%	30-Sep-05	Minor cleanup remaining
50th St from 43rd Ave to River Road	52,260	321,373	141,555	179,818	56%	95%	30-Sep-05	cleanup remaining
FV 45th Street/Sidewalk Improvements	53,120	437,597	352,036	85,561	20%	95%	30-Sep-05	cleanup remaining
Salt Shed - Zama		19,417		19,417	100%	10%	15-Oct-05	The salt shed has been ordered and will be constructed shortly
LC 94th Avenue Servicing	85,000	587,672	5,141	582,531	99%	90%		Waiting for final inspection
Bear River Bridge BF 74852	4,863	5,963	733	5,230	88%	100%	12-Mar-05	Complete
Lighter Curve at RL Road Eastern Curve		44,640	3,600	41,040	92%	98%	30-Sep-05	Grading and minor clean up and top soiling required
Waterline repl.& St. work - 50 Ave FV		10,797	6,900	3,897	36%	98%	30-Sep-05	In Progress; ditch grading and top soiling required
Waterline repl.& St. work - Mack. Housing		66,205		66,205	100%	80%	30-Sep-05	In Progress; ditch grading outstanding
Rosenberger Drainage	74,810	74,810	19,625	55,185	74%	100%	15-Sep-05	Completed
Bridge Repairs	97,554	240,300	116,781	123,518	51%	100%	15-Apr-05	Completed
Total		\$7,555,151	\$3,099,937	\$4,455,214	59%			
Airport Transportation								
Regional Airport Study		\$22,500	17,773	4,727	21%			REDJ
Total		\$22,500	\$17,773	\$4,727	21%			
Water Services								
La Crete Water System Upgrade	2,638,024	2,638,024	2,145,185	492,840	19%	90%		Programming is 80% complete, Mechanical is 95% complete, and structural is 100% complete
Zama Water Study		2,036	1,467	568	28%			Completed pilot study phase one, CF from 2004
Cathodic Protection Program		15,000	3,429	11,571	77%	100%	15-Oct-05	Completed
Water Treatment Plant Zama	2,514,292	3,591,845	16,848	3,574,997	100%	5%	1-Oct-06	RFP to equipment suppliers is due; soon after equipment selection, the line design can be completed for early 2006 tender.
Zama source of water study		30,000	3,000	27,000	90%	1%	5-Dec-05	In Progress; literature review underway. New supply well must be installed prior to any work on the ground.
Hydrant replacement program		10,000	2,865	7,135	71%	50%	31-Oct-05	Has begun in Zama

Department	Grant eligible amount	Total budget	Actual cost-to-date	Variance \$	Variance %	Estimated % of completion	Estimated completion date	Comment
SCADA assistance at FV WTP study		12,000		12,000	100%	10%	31-Dec-05	In Progress
Remote meter reader		12,500		12,500	100%			Not Started
Mobile home park metering chamber		25,000	13,572	11,428	46%	90%	30-Oct-05	Final inspection currently underway
Zama Membrane Nonofiltration Pilot		22,000	19,065	2,935	13%	100%	30-Aug-05	Completed
La Crete 98th Ave Water	53,120	124,700	4,205	120,495	97%	85%		Nearly complete
Total		\$6,483,105	\$2,209,636	\$4,273,469	66%			
Sewer Services								
Evaporative Cell - Zama	47,850	63,800	-	63,800	100%			Not Started
Upgrade FV Main Lift station		70,000		70,000	100%			On hold, estimate received was higher than budgeted, have received confirmation that the project is eligible for funding through the municipal water/wastewater partnership
Video inspection program		15,000		15,000	100%			Not Started
Zama lift station upgrade		25,000	6,046	18,954	76%	50%	30-Nov-05	In Progress
Desluge FV lagoon		50,000	34,052	15,948	32%	100%	31-Jul-05	Completed
Gravity sewer line - 98th Ave E & 99th St N		402,400	216,963	185,437	46%	95%	30-Sep-05	Sewer line installed; a great deal of grading and cleanup is remaining
Mobile home park sewer redirection - LC		111,067	96,288	14,779	13%	95%	30-Sep-05	Installation is complete, cleanup remaining
Zama wastewater system upgrade - Phase 1	176,250	235,000	21,046	213,954	91%	2%	31-Dec-05	Approved April 12th - motion 05-177, AB Wastewater program and \$58,750 to be funded from General Capital Reserve. Site selection ongoing; waiting for soil tests.
LC 105th Avenue gravity sewer main replacement		42,600	33,058	9,542	22%	95%	30-Sep-05	Road and ditch grading and cleanup is required
Total		\$673,467	\$407,452	\$320,119	48%			
Waste Disposal Services								
Regional Landfill - Hwy88 Con-Fes.Study		23,013		23,013	100%			Not Started
Waste transfer station upgrade - Zama	15,000	15,000		15,000	100%	2%	30-Nov-05	Preparing a proposal to TRA for TMA
Waste transfer station upgrade - Blumenort	15,000	15,000		15,000	100%			Deferred
Waste transfer station upgrade - Rocky Lane	15,000	15,000		15,000	100%			Deferred
Waste transfer station upgrade - Blue Hills	15,000	15,000		15,000	100%			Deferred
Total		\$60,000	\$0	\$60,000	100%			
Planning & Development								
Oversizing - payments to developers			95,898	(95,898)				As per policy DEV001 - will be funded from General Capital Reserve or borrowed if going over \$100,000 per year
Office furniture		4,500		4,500	100%		30-Sep-05	Ordering furniture
LC community development plan		30,000	30,600	(600)	-2%	100%	15-Sep-05	Complete
LC office building		50,000		50,000	100%	10%		Working on design and RFP
FV & Zama community development plan		48,000	17,500	30,500	64%	35%	31-Oct-05	Zama at 50% completion ant FV started
Total		\$132,500	\$143,998	-\$11,498	-9%			
Agricultural Services								
Blumenort Drainage		30,000	10,869	19,131	64%			Not started
Fort Vermilion South 88 Drainage		200,000	16,593	183,408	92%	5%		The engineering design is complete and currently waiting for approval from AB Environment. Likely won't commence until 2006.
High Level East Drainage	195,858	336,807	232,034	104,773	31%	95%		Complete, waiting for final inspection
Rosenberger Drainage - Line 3&4		75,000		75,000	100%			Waiting for approval from AB Environment and AB Transportation
Total		\$641,807	\$259,496	\$382,311	60%			
Parks & Playgrounds								
LC Hill Park Renovations		20,000	19,771	229	1%	100%	15-Jun-05	Completed
Machesis Lake Campground		7,000	7,015	(15)	0%	100%	30-Jun-05	Completed
Mackenzie Housing Playground		7,013	5,920	1,093	16%	100%		Fence installation completed
LC 108th Street Park Playground		7,500		7,500	100%	10%	30-Aug-05	Finished landscaping
LC Skate board park	65,674	65,674	65,248	426	1%	100%	30-Aug-05	Completed
Total		\$107,187	\$97,954	\$9,233	9%			
Grand Total		\$17,346,583	\$6,386,743	\$10,959,840	61%			



M.D. of Mackenzie No. 23

Request For Decision

Meeting:	Regular Council Meeting
Meeting Date:	October 26, 2005
Presented By:	John Klassen, Utilities Supervisor
Title:	Water Service – RCMP Building
Agenda Item No:	9a)

BACKGROUND / PROPOSAL:

The construction of the RCMP building in Fort Vermilion requires a water connection. The water main is on the opposite side of the street to their building so they will need to do a road crossing.

Bylaw 472/04 states that "all construction/installations of water/sewer services from water/sewer mains to property line shall cease on October 15 of each calendar year..." Therefore, the architect is asking for an extension to November 15 to the bylaw for this project.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Administration has no concerns with granting this time extension, provided they backfill in accordance with our Engineering Guidelines. If this is not approved, the whole project will be delayed substantially.

COSTS / SOURCE OF FUNDING:

All costs associated with the water crossing are the RCMP's responsibility.

RECOMMENDED ACTION:

That Bylaw 472/04 Section 9 be extended to November 15 for the road crossing needed to provide the water service to the RCMP building in Fort Vermilion.

Author:

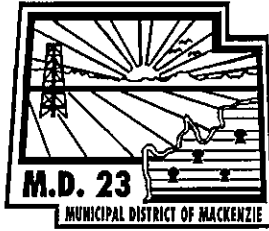
Reviewed:

C.A.O.:

REQUIREMENT TO CONNECT TO WATER AND SEWER MAINS

5. Each and every dwelling and every occupied building situated on land abutting the water and/or sewer mains of the Hamlet, shall be connected with connections approved by the Municipal District of Mackenzie No. 23 to the said water and/or sewer mains and shall be serviced with at least the minimum water and sewer facilities.
6. No development other than that specified in Section 3.2 of Bylaw 181/99 (Land Use Bylaw) shall be undertaken within the Municipal District of Mackenzie, unless an application for it has been approved by the Development Officer and a Development Permit has been issued. Permit applications shall be supplemented by any plans, specifications or other information considered necessary by the Development Officer.
7. The owner/occupant shall connect to the water and/or sewer main within twelve (12) months once the residence is within 30 meters of the public services. The Municipal District of Mackenzie No. 23 may designate an individual firm to enter on the land, building, erection, or structure to install water/sewer services and charge the cost thereof against the land, building, erection or structure in question, in the same manner as taxes and with the same priority as to lien and to payment thereof, as in the case of ordinary Municipal taxes. All Hamlet Residential development must connect to municipal services with the exception of Hamlet Country Residential development.
8. At such time as the Development Permit has been approved, the owner shall complete an application for water and sewer installation form and forward the same to the nearest Municipal District office where the development is to take place. Once application has been received the Utilities Officer shall provide the water and or sewer service. All costs pertaining to the construction and supplies used for the water/sewer service shall be charged back to the property owner.
9. All construction/installations of water/sewer services from water/sewer mains to property line shall cease on October 15 of each calendar year and commence again on April 15 of each calendar year.
10. Provisions of interceptors:
 - a) (1) Grease, oil and sand interceptors shall be provided on private property by the owner for all garages/shops with floor drains, gasoline service stations and vehicle and equipment washing establishments. Restaurants, also, shall provide grease traps.

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M.D. of Mackenzie No. 23

Request For Decision

Meeting:	Regular Council Meeting
Meeting Date:	October 26, 2005
Presented By:	John Klassen, Utilities Supervisor
Title:	46 Street Sewer, Fort Vermilion
Agenda Item No:	9b)

BACKGROUND / PROPOSAL:

At the September 28, 2005 Council meeting Council approved the extension of a sewer main along 46 Street in Fort Vermilion, along with servicing two lots with water. Because of the short timeframe in which we prepared the RFD and tender some items went unnoticed.

The two water services that we originally thought were needed are actually already installed; they have just been buried so that the land is farmable. We therefore don't need to install them.

The sewer line requires more work than originally anticipated. Some of the lots are already serviced with sewer. After doing more investigation GPEC noticed that the grade of the line from 45 Avenue to the current services is too steep. This means that if this is not rectified the sewer line will only be able to service the current subdivision, not any potential or future development going south to Highway 88. An alternative to regrading the line is installing a lift station to accommodate future development.

A second problem is that a fibre optic cable runs alongside our current sewer line that needs to be regraded. This will likely increase the price.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Option 1

Extend the current sewer main at a lesser cost but run the risk of having to install a lift station for future development.

Option 2

Regrade the existing sewer main and install the extension at a higher cost, eliminating the need for a lift station for future development.

COSTS / SOURCE OF FUNDING:

Option 1

The tender results are as follows:

Contract work	\$ 85,860
Contingency	\$ 8,800
Engineering	\$ 10,000
Total Project	\$104,660

The approved budget is \$70,000 for the sewer main and an additional \$6,000 for the water services. If this option is approved the budget would need to increase to \$105,000. The approved funding for this project was debenture with costs being recovered through a local improvement plan. The MGA 403(3) states that Council may revise the rate of the local improvement once over the life of the local improvement.

Option 2

A revised cost estimate for this option is \$190,000. The cost **difference** between option 1 and option 2 would be difficult to charge as a local improvement because it is not a new installation. Therefore, the MD would have to fund this portion of the project. The cost to the MD is estimated to be \$85,000. Funding could come from the Alberta Municipal Infrastructure Program.

RECOMMENDED ACTION:

That the Fort Vermilion 46 Street Sewer Main project budget be increased from \$76,000 to \$190,000 to accommodate the regrading of the existing sewer main and that \$85,000 be funded by the Alberta Municipal Infrastructure Program and an additional \$29,000 be funded by debenture.

Author:	Reviewed:	C.A.O.:
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1994 cM-26.1 s398

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1994 cM-26.1 s400

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1994 cM-26.1 s402

Variation of local improvement tax rate

403(1) If, after a local improvement tax rate has been set, the council

- (a) receives financial assistance from the Crown in right of Canada or Alberta or from other sources that is greater than the amount estimated when the local improvement tax rate was set, or
- (b) refinances the debt created to pay for the local improvement at an interest rate lower than the rate estimated when the local improvement tax rate was set,

the council, with respect to future years, may revise the rate so that each benefitting parcel of land bears an appropriate share of the actual cost of the local improvement.

(2) If, after a local improvement tax rate has been set, an alteration is necessary following a complaint under Part 11 or an appeal under Part 12 that is sufficient to reduce or increase the revenue raised by the local improvement tax bylaw in any year by more than 5%, the council, with respect to future years, may revise the rate so that the local improvement tax bylaw will raise the revenue originally anticipated for those years.

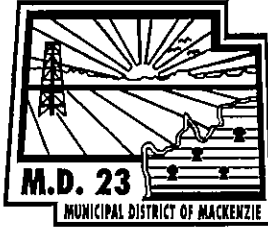
(3) If, after a local improvement tax rate has been set, it is discovered that the actual cost of the local improvement is higher than the estimated cost on which the local improvement tax rate is based, the council may revise, once only over the life of the local improvement, the rate with respect to future years so that the local improvement tax bylaw will raise sufficient revenue to pay the actual cost of the local improvement.

1994 cM-26.1 s403;1999 c11 s21

Unusual parcels

404 If some parcels of land in respect of which a local improvement tax is to be imposed appear to call for a smaller or larger proportionate share of the tax because they are corner lots or are differently sized or shaped from other parcels, those parcels may be assigned the number of units of measurement the council considers appropriate to ensure that they will bear a fair portion of the local improvement tax.

1994 cM-26.1 s404



M.D. of Mackenzie No. 23

Request For Decision

Meeting:	Regular Council
Meeting Date:	October 26, 2005
Presented By:	Eva Schmidt, Planning Supervisor
Title:	Bylaw 495/05 Land Use Bylaw Amendment Rezoning the IDP Corridor Along Highway 35 North of High Level
Agenda Item No:	10a)

BACKGROUND / PROPOSAL:

Following repeated interest from the public, Council gave first reading to proposed bylaw 495/05 at their April 12, 2005 meeting. Notifications were sent to all landowners, adjacent landowners and the Town of High Level for comments. This Bylaw amendment proposes to rezone property along Highway 35 north of High Level, within the IDP transportation corridor, from Agricultural District (A1) to Rural Industrial District (RI1) and Rural Country Residential District 2 (RC2).

At the Public Hearing for Bylaw 495/05 the Town of High Level made a submission addressing their concerns. The MD and the Town of High Level Councils will meet on October 25, 2005 to address these issues.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

There are currently a number of industrial developments adjacent to the west side of Highway 35 north of High Level since the land is not suitable for farming. To plan proactively, Bylaw 495/05 proposes that a number of parcels be rezoned to Rural Industrial District (RI1), as per the attached map. There are a couple of small Country Residential zones, which we would leave intact, as well as rezone some parcels to Country Residential District 2 (RC2).

The Inter-Municipal Development Plan (IDP) allows for industrial development to, generally, be located south of town and that, generally, the land north of High Level will be developed as residential properties. The IDP also mentions that industrial development may be allowed when compatible with surrounding land uses.

Author:

Reviewed:

C.A.O.:

The subject land is adjacent to a huge swamp to the west, which is all Crown land, and probably not even all the land being rezoned will be developable because it is very low and swampy. The land east of the railway track is generally better suited for residential development.

Another problem confronting industrial developers is that south of the Town is mostly Crown land and very swampy, so there is no space to develop.

All development surrounding the High Level Airport would be subject to approval from NAV Canada and Transport Canada.

The following excerpts have been taken from the Inter-Municipal Development Plan (IDP):

Industrial Policies:

There has been and will continue to be a significant amount of industrial development in the Inter-Municipal Planning Area, making it necessary to ensure that sufficient land at appropriate locations is available. Generally, industrial development will occur south of the Town of High Level.

Policies:

1. Where required for site development considerations and when compatible to surrounding land uses, rural industrial development may be allowed in the Inter-Municipal Planning Area.
2. The Municipal District and the Town will take every, reasonable measure to accommodate industrial development in the Inter-Municipal Planning Area.
3. The Municipal District may consider the development of a rural industrial park in the High Level area that will accommodate industrial land uses best suited to a rural location.

The Municipal District will circulate the following to the Town for comment and review if the proposal is located within the Primary and/or Corridor Areas as outlined on the Referral Areas Map.

- a) Statutory Plans (including drafts) and amendments thereto.
- b) Land Use Bylaws (including drafts) and amendments thereto.
- c) Subdivision applications, except for farmstead separations.
- d) Non-residential development permits.
- e) Applications for development permits or subdivisions for contentious uses on land which is immediately adjacent to, but outside the Inter-

Author:

Reviewed:

C.A.O.:

Municipal Planning Area,
f) Non-statutory plans (including drafts).

For major development proposals that may be of interest to the other municipality but are located in outside the Primary and/or Corridor Areas, the Municipal District and the Town will circulate such proposals to the other municipality for information, as well as review and comments. Such proposals may be subject to the Dispute Resolution Process under the provisions of this Plan.

Referrals made under this section of the Plan are required to conform to the following time-lines:

- a) Each municipality is to be provided with thirty (30) days to review and comment on referrals, unless applicable legislation requires a different time period.
- b) If comments are not received within an agreed time period, it shall be assumed that there is no objection to the proposal. However, given that the fairness and reasonableness must be an integral part of the decision-making process, the time frame may be extended by agreement of both municipalities.
- c) Time extensions may be requested to any of the noted time lines. A request should be considered an exception and must not be abused. The host municipality may grant a time extension to any application upon the request by the receiving municipality.
- d) If a request for a time extension is denied, with reasons, the issue would not constitute a dispute under the provisions of this Plan.

In the event that a potential application gives rise to concern respecting the interpretation of a definition, goal, policy direction, or administrative provision of this Plan, the issue shall be jointly reviewed at the staff level within fourteen (14) days of the application being submitted. If the matter is not resolved by staff, then the Inter-Municipal Planning Committee shall meet within thirty (30) days of the original submission of the application for the purpose of addressing the concern and deciding on what actions to take, if any.

Municipal District of Mackenzie Land Use Bylaw

7.31 RURAL COUNTRY RESIDENTIAL DISTRICT 2 “RC2”.

Replaces Rural Country Residential District (RC)

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

Author:	Reviewed:	C.A.O.:
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A. PERMITTED USES

(1) Mobile Home.

B. DISCRETIONARY USES

- (1) Single Family Dwelling.
- (2) Modular Homes.
- (3) Ancillary building or use.
- (4) Bed and breakfast.
- (5) Home based business.
- (6) Public use.
- (7) Garden suite.
- (8) Intensive recreation use.

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:

41.1 metres (135 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.

Author:

Reviewed:

C.A.O.:

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

- (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 aluminum 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.

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.

Author:

Reviewed:

C.A.O.:

- (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.
- (a) 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.

(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.
6. A Traffic Impact Assessment may be required to identify the traffic impact onto the existing infrastructure.

K. ON-SITE PARKING

In accordance to Section 4.28 of this Bylaw.

Author:

Reviewed:

C.A.O.:

L. LANDSCAPING

In accordance to Section 4.23 of this Bylaw.

7.34 RURAL INDUSTRIAL DISTRICT 1 “RI1”

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

A. PERMITTED USES

- (1) Extensive Agriculture and farm buildings.

B. DISCRETIONARY USES

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

C. MINIMUM LOT SIZE

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

D. MINIMUM TOTAL FLOOR AREA

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

Author:

Reviewed:

C.A.O.:

E. MINIMUM FRONT YARD SETBACK

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

F. MINIMUM DEPTH OF SIDE YARD

15.24 metres (50 feet)

G. MINIMUM REAR YARD SETBACK

7.6 metres (50 feet).

H. THE DESIGN, CHARACTER AND APPEARANCE OF BUILDINGS

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

I. ON-SITE PARKING

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

J. LOCATION CRITERIA

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

K. ON-SITE PARKING

In accordance to Section 4.28 of this Bylaw.

L. LANDSCAPING

In accordance to Section 4.23 of this Bylaw.

COSTS / SOURCE OF FUNDING:

N/A

Author:

Reviewed:

C.A.O.:

RECOMMENDED ACTION:

Motion 1

That second reading be given to Bylaw 495/05, being a Land Use Bylaw amendment to rezone the following parcels from Agricultural District 1 (A1) to Rural Industrial District (RI1):

- SE 8-110-19-W5M
- all that portion of West ½ 9-110-19-W5M lying west of Highway 35,
- all that portion of SW 16-110-19-W5M lying west of Highway 35,
- all that portion of NW 16-110-19-W5M lying west of railway,
- all that portion of SW 21-110-19-W5M lying west of Highway 35,
- all that portion of North ½ 29-110-19-W5M lying west of Highway 35,
- all that portion of South ½ 32-110-19-W5M lying west of Highway 35,
- all that portion of section 32-110-19-W5M lying west of Highway 35,
- NE 31-110-19-W5M,
- all that portion of NW 17-111-19-W5M lying west of Highway 35, and
- all that portion of SW 20-111-19-W5M lying west of Highway 35.

and rezone the following parcels from Agricultural District 1 (A1) to Country Residential District 2 (RC2):

- all that portion of the West ½ 9-110-19-W5M lying west of the railway and east of Highway 35,
- all that portion of the SW 16-110-19-W5M lying west of the railway and east of Highway 35,
- all that portion of the NW 21-110-19-W5M lying west of the railway,
- all that portion of the SW 28-110-19-W5M lying west of the railway,
- SE 29-110-19-W5M,
- all that portion of the West ½ 4-111-19-W5M lying east of the railway,
- all that portion of the East ½ 4-111-19-W5M lying east of the railway,
- all that portion of the West ½ 9-111-19-W5M lying east of the railway,
- all that portion of the East ½ 8-111-19-W5M lying east of the railway,
- all that portion of the East ½ 17-111-19-W5M lying east of the railway, and
- all that portion of the North ½ 17-111-19-W5M lying east of the railway.

Motion 2

That third reading be given to Bylaw 495/05, being a Land Use Bylaw amendment to rezone the following parcels from Agricultural District 1 (A1) to Rural Industrial District (RI1):

- SE 8-110-19-W5M

Author:

Reviewed:

C.A.O.:

- all that portion of West ½ 9-110-19-W5M lying west of Highway 35,
- all that portion of SW 16-110-19-W5M lying west of Highway 35,
- all that portion of NW 16-110-19-W5M lying west of railway,
- all that portion of SW 21-110-19-W5M lying west of Highway 35,
- all that portion of North ½ 29-110-19-W5M lying west of Highway 35,
- all that portion of South ½ 32-110-19-W5M lying west of Highway 35,
- all that portion of section 32-110-19-W5M lying west of Highway 35,
- NE 31-110-19-W5M,
- all that portion of NW 17-111-19-W5M lying west of Highway 35, and
- all that portion of SW 20-111-19-W5M lying west of Highway 35.

and rezone the following parcels from Agricultural District 1 (A1) to Country Residential District 2 (RC2):

- all that portion of the West ½ 9-110-19-W5M lying west of the railway and east of Highway 35,
- all that portion of the SW 16-110-19-W5M lying west of the railway and east of Highway 35,
- all that portion of the NW 21-110-19-W5M lying west of the railway,
- all that portion of the SW 28-110-19-W5M lying west of the railway,
- SE 29-110-19-W5M,
- all that portion of the West ½ 4-111-19-W5M lying east of the railway,
- all that portion of the East ½ 4-111-19-W5M lying east of the railway,
- all that portion of the West ½ 9-111-19-W5M lying east of the railway,
- all that portion of the East ½ 8-111-19-W5M lying east of the railway,
- all that portion of the East ½ 17-111-19-W5M lying east of the railway, and
- all that portion of the North ½ 17-111-19-W5M lying east of the railway.

Author:

Reviewed:

C.A.O.:

BYLAW NO. 495/05

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

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

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

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

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

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

1. That the land use designation of the following parcels be rezoned from Agricultural District 1 (A1) to Rural Industrial District (RI1):

- SE 8-110-19-W5M
- all that portion of West ½ 9-110-19-W5M lying west of Highway 35,
- all that portion of SW 16-110-19-W5M lying west of Highway 35,
- all that portion of NW 16-110-19-W5M lying west of railway,
- all that portion of SW 21-110-19-W5M lying west of Highway 35,
- all that portion of North ½ 29-110-19-W5M lying west of Highway 35,
- all that portion of South ½ 32-110-19-W5M lying west of Highway 35,
- all that portion of section 32-110-19-W5M lying west of Highway 35,
- NE 31-110-19-W5M,
- all that portion of NW 17-111-19-W5M lying west of Highway 35, and
- all that portion of SW 20-111-19-W5M lying west of Highway 35.

2. That the land use designation of the following parcels be rezoned from Agricultural District 1 (A1) to Country Residential District 2 (RC2):

- all that portion of the West ½ 9-110-19-W5M lying west of the railway and east of Highway 35,
- all that portion of the SW 16-110-19-W5M lying west of the railway and east of Highway 35,
- all that portion of the NW 21-110-19-W5M lying west of the railway,
- all that portion of the SW 28-110-19-W5M lying west of the railway,
- SE 29-110-19-W5M,
- all that portion of the West ½ 4-111-19-W5M lying east of the railway,
- all that portion of the East ½ 4-111-19-W5M lying east of the railway,
- all that portion of the West ½ 9-111-19-W5M lying east of the railway,
- all that portion of the East ½ 8-111-19-W5M lying east of the railway,
- all that portion of the East ½ 17-111-19-W5M lying east of the railway, and
- all that portion of the North ½ 17-111-19-W5M lying east of the railway.

as shown in Schedule "A" hereto attached.

First Reading given on the 12th day of April 2005.

Bill Neufeld, Reeve

Barbara Spurgeon, Executive Assistant

Second Reading given on the 26th day of October 2005.

Bill Neufeld, Reeve

Christine Woodward, Executive Assistant

Third Reading and Assent given on 26th day of October 2005.

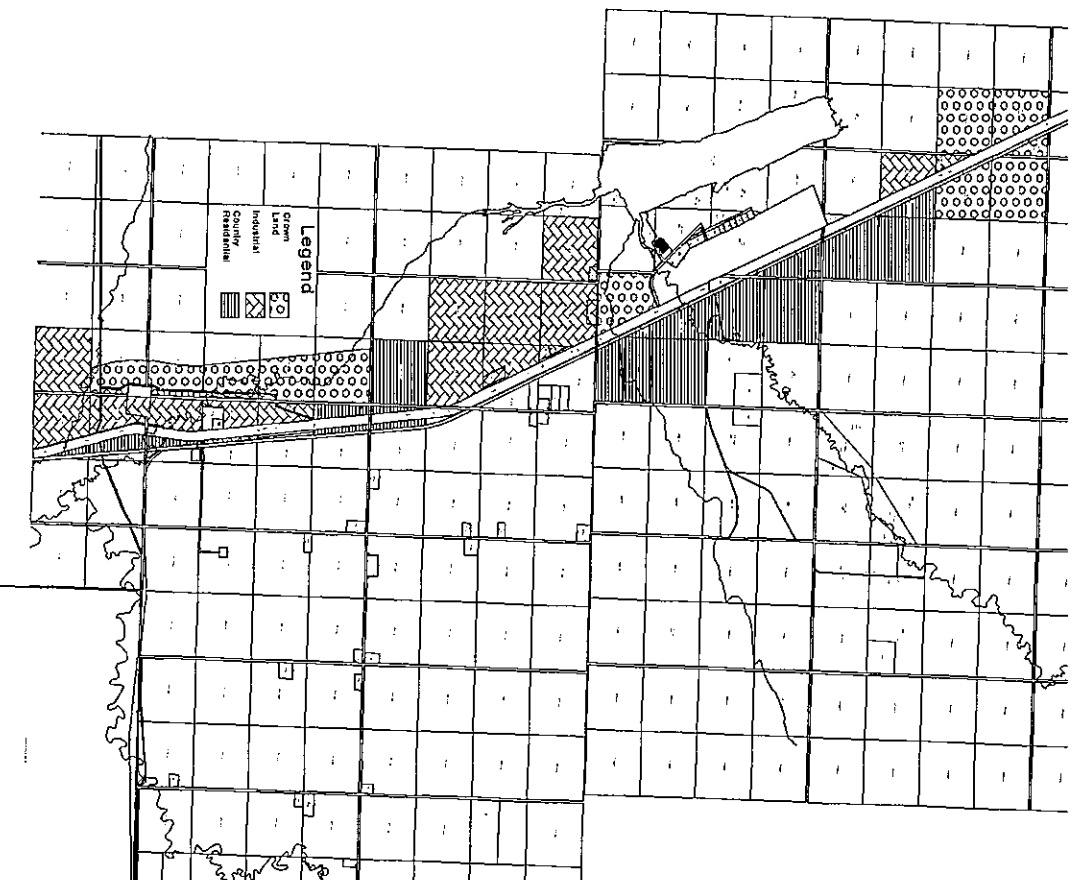
Bill Neufeld, Reeve

Christine Woodward, Executive Assistant

BYLAW No. 495/05

SCHEDULE "A"

1. That the land use designation of the following properties be rezoned as specified in Bylaw 495/05:



From: Agricultural District 1 "A1" to
To: Rural Industrial District "R1" and
 Country Residential District 2 "RC2"

Bill Neufeld, Reeve

Christine Woodward, Executive Assistant

EFFECTIVE THIS 26th DAY OF OCTOBER 2005.



TOWN OF
HIGH LEVEL

Town of High Level
9813 - 102nd Street
High Level, AB T0H 1Z0
Canada

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

June 14, 2005

Town of High Level Presentation

Municipal District of Mackenzie Public Hearing Bylaw 495/05

Dear Honorable Reeve and Councillors:

The Town of High Level is making this presentation both as a partner with the MD in the Inter-municipal Development Plan and as an affected landowner. The proposed bylaw 495/05 for the rezoning of large areas of lands within the IDP corridor raises several concerns relating to the requirements of the current planning documents and planning practices. The Town did request an IDP Committee meeting by letter on May 9th to discuss the concerns prior to this public hearing but received no formal response only that the MD does not have an IDP Committee contrary to the IDP adopted by bylaw.

Firstly, the Town would like clarification to which bylaw is being presented today as the Town has received two copies, one as a partner in the IDP and one as an adjacent landowner. The bylaw submitted in accordance to the IDP for review contains lands within Township 111 adjacent to the High Level Airport which are being proposed to be rezoned to industrial and residential, whereas the second bylaw submitted does not indicate any lands within that Township. If these lands are being rezoned this adds additional concerns to the operation of the airport which are noted further in this submission.

Together, the MD and the Town drafted and adopted the IDP which forms the basis and guidance of growth within the two municipalities. The IDP sets the direction for future land uses and locations. As agreed upon between the municipalities, industrial uses were to be located to the south of High Level, residential uses to the north and highway commercial along the highways. This was agreed upon by each party for specific planning reasons and accepted by the public.

In the IDP process, letters were submitted by the affected MD ratepayers who all replied to maintain the agricultural and low density residential nature of the northern IDP area. These replies formed the cornerstone to the building of the IDP and this concept was reinforced at the joint public hearing where the public approved the plan and had no objections. The proposed rezoning appears to be a municipal response to a few landowner

Crossroads of Northern Opportunity

inquiries and without prior consultation with the Town in accordance to the IDP or with the affected landowners.

As the Town grows and rural development grows along with it, it was prudent that it be done in unison to the benefit of each municipality's citizens and the economic growth of the area. The importance of this goes beyond citizen satisfaction and economics but also making our communities sustainable. The services required for industrial and residential are significantly different and it would be beneficial to have the two municipality's place similar uses in proximity to each other as the IDP envisions.

The bylaw is proposing industrial on the Town's north boundary where the Town's future residential development needs to grow. It is also rezoning current country residential homes within the MD to industrial and placing industrial adjacent to proposed country residential. These aspects are not beneficial to residents of High Level or those of the MD who live or will eventually live in the proposed rezoning area. The IDP states that when reviewing land use proposals the general direction of growth is residential to the north and industrial to the south. As such, the proposed bylaw conflicts with the IDP and the vision created by the two municipalities in its adoption.

The IDP also addresses the importance of the transportation systems which includes highway, rail and the airport.

The highway is of significant importance to both municipalities and the lands adjacent to it provides visitors with their first impression of our municipalities. The IDP recognizes this and requires that the appearance of development adjacent to the highway be considered. By establishing these lands as industrial, this goal of the IDP will not be met.

The IDP recognizes the importance of the highway corridor not only for aesthetic purposes but as an economic opportunity. The MD's Land Use Bylaw has a specific district for highway development which purpose is to regulate development along provincial highways and this is not considered in the proposed bylaw but instead is substituted for industrial and residential. As Highway 35 is classified as a national highway with access only allowed every 1.6 kilometres, the proposed rezoning should be studied further and an overall plan developed utilizing the best uses of these lands.

Rail is also vital to our area and the IDP states that land uses that require access to rail will be a priority for development in the rail transportation corridor. The uses listed in the MD's Land Use Bylaw for industrial could be major developments that require rail, such as bulk sales, manufacturing firms and petroleum facilities. The proposed bylaw has all industrial uses on the opposite side of the highway that the railway is situated on. This is contrary to the goal of the IDP and such uses would best be situated south of High Level adjacent to the rail as is Footner Forest Products.

The final transportation mode identified in the IDP is that of the High Level Airport which provides a vital link to the rest of the province for our citizens whether it is for

pleasure, business or medical reasons. It is important to keep this facility viable and operating safely. The proposed bylaw places industrial uses to the south and presumably to the north, both which are in the direct flight path to the runway. Several of the uses under the industrial district are potential smoke or steam generators. These uses could compromise the safety and operation of the airport, especially the industrial lands to the northwest in which the prevailing winds come from.

The bylaw would also rezone several acres of lands from the current low intensity development to that of a high density area which requires servicing that far exceed the current infrastructure and servicing agreements between the municipalities. Under the current MD Land Use Bylaw, the proposed country residential rezoning could consist of 540 homes on 3 acre lots. This alone dramatically increases the demands on water and sewer services and fire protection. It would be prudent to have these agreements reviewed and revised prior to any rezoning involving land intensification. From this, an area structure plan could be developed to ensure a well planned country residential area that is sustainable. In fact the MD's land use bylaw Section 7.31.1 requires that prior to rezoning to country residential an area structure plan is in place. As such, the proposed bylaw is in conflict with MD Land Use Bylaw 462/04.

Another area of concern is that a Town water reservoir is located within the proposed rezoning to industrial, and in fact is being rezoned to industrial. The potential industrial uses could compromise this water which is not only utilized by High Level citizens but those of the MD currently connected to the Town's line. Further consideration is required for this that places appropriate uses adjacent to the reservoir or adequate buffers. Again this is best accomplished by an area structure plan.

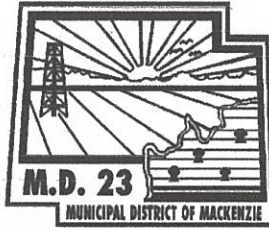
The MD's General Municipal Plan identifies objectives that relate to development on the rural-urban fringe. These objectives state that the MD will ensure compatibility to future land uses on the fringe, identify future growth areas of urban municipalities and that development on the fringe does not cause unnecessary problems in the future. The proposed bylaw, especially the industrial on High Level's north boundary does not meet these objectives set out by the MD.

In summary, the Town is the opinion that the proposed bylaw is in conflict with the IDP, the MD's General Municipal Plan and the MD's Land Use Bylaw. As such, the Town is asking that the bylaw be defeated and that an area structure plan be developed jointly with the Town and the citizens within the IDP area. This will provide a well planned area that is sustainable, offer our citizens a variety of urban and rural choices and assist in the economic growth of both municipalities.

Respectfully,

The Town of High Level





M.D. of Mackenzie No. 23

Request For Decision

Meeting:	Regular Council
Meeting Date:	October 26, 2005
Presented By:	Eva Schmidt, Planning Supervisor
Title:	Policy PW028 – Sale of Undeveloped Road Allowance
Agenda Item No:	10b)

BACKGROUND / PROPOSAL:

There are occasions where closed road allowances run adjacent to a number of properties and do not meet the priorities in Policy PW028.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

To avoid a jagged boundary, where the road allowance closure is longer than one quarter section or one parcel of land, Policy PW028 needs to identify which adjacent land owner the closed road allowance will be sold to. Since the Alberta road grid is such that road allowances fall north and east of quarter section pins it follows that the closed road allowance should be consolidated with properties adjacent to the north and east of the closed road allowance.

Attached Policy PW028 has been amended to address the sale of continuous road allowance closures.

COSTS / SOURCE OF FUNDING:

N/A

RECOMMENDED ACTION:

That Policy PW028, Sale of Undeveloped Road Allowance, be amended as presented.

Author:

Reviewed:

C.A.O.:

Municipal District of Mackenzie No. 23

Title	Sale of Undeveloped Road Allowance	Policy No.	PW028
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Legislation Reference	Municipal Government Act, Section 18
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Purpose:

To establish criteria for the sale of undeveloped road allowances which are not needed for municipal purposes.

Policy Statement and Guidelines

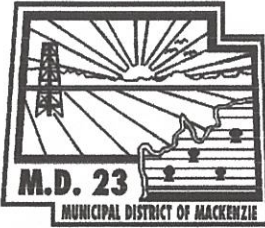
If an undeveloped road allowance is not needed for municipal purposes it may be closed and sold provided Council has passed a road closure bylaw for the specific road allowance, which is approved by the Minister of Transportation.

Priority

1. Sale of an undeveloped road allowance shall be established as follows:
 - a) Where a road allowance is closed adjacent to multiple quarter sections, the road allowance shall be sold to the adjacent property owners to the north and/or east of the closed road allowance to avoid creating a jagged boundary.
2. Where the road closure involves only two adjacent landowners, the sale of the closed road allowance shall be established as follows:
 - a) First priority shall be given to the adjacent land owner who has provided alternate land from the adjoining land for municipal purposes.
 - b) Second priority shall be given to the adjacent landowner who has cleared, with appropriate approval, and is using the undeveloped road allowance for agricultural purposes. The sale of this land shall be at market value as established by the M.D.

- c) Third priority shall be given to the adjacent landowner who has cleared and developed the road allowance for a minimum of 10 years.
 - d) Fourth priority shall be given to the adjacent landowner who put in the highest bid on the sale of the undeveloped road allowance.
2. If the adjacent landowner has provided alternate land for municipal purposes at no cost, the undeveloped road allowance shall be transferred to the adjacent landowner at no cost.
 3. The property transfer must be finalized within 180 days of the acknowledgment or confirmation of the sale. If not, the M.D. retains the right to sell the undeveloped road allowance to the other adjacent landowner.
 4. All legal and consolidation costs incurred by the road closure and transfer of the undeveloped road allowance shall be borne by the purchaser.

	Date	Resolution Number
Approved	May 7/02	02-345
Amended		
Amended		



M.D. of Mackenzie No. 23

Request For Decision

Meeting: **Regular Council**
Meeting Date: **October 26, 2005**
Originated By: **Eva Schmidt, Planning Supervisor**

Title: **Subdivision Applications and Development Permit
Statistics Report
January – September Comparisons (2003-2005)**

Agenda Item No: **109**

BACKGROUND / PROPOSAL:

Following is the statistical comparisons from 2003-2005 (January to September).

- 2003 Development Permits 236 permits (construction value \$21,902,495.00)
- 2004 Development Permits 276 permits (construction value \$39,496,403.68)
- 2005 Development Permits 306 permits (construction value \$33,368,512.48)

Residential Building Activity Report January to September 2003 to 2005

- 2003 Building Activity 100 permits (Value \$10,809,100.00)
- 2004 Building Activity 141 permits (Value \$12,090,162.68)
- 2005 Building Activity 160 permits (Value \$13,232,010.60)

Subdivision Report January to September 2003 to 2005

- 2003 Subdivisions 31 applications
- 2004 Subdivisions 41 applications
- 2005 Subdivisions 45 applications

Author:

Reviewed: 

C.A.O. 

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Not applicable

COSTS / SOURCE OF FUNDING:

Not applicable

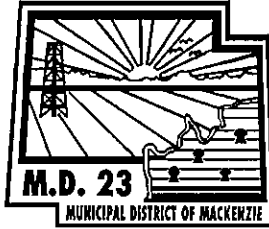
RECOMMENDED ACTION (by originator):

For Information

Author:

Reviewed:

C.A.O.:



M.D. of Mackenzie No. 23

Request For Decision

Meeting:	Regular Council
Meeting Date:	October 26, 2005
Presented By:	Paul Driedger, Director Planning, Enforcement and Emergency Services
Title:	Subdivision Application 63-SUB-04 - Refund Request NW 24-107-14-W5M
Agenda Item No:	10d)

BACKGROUND / PROPOSAL:

We have received a letter requesting to withdraw subdivision application 63-SUB-04 and the applicant has requested a full refund of \$905.00. The subdivision authority does not have the authority to refund subdivision application fees and therefore are bringing this request to Council.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

A subdivision application was received on September 1, 2004 for a 3.3 acre subdivision on NW 24-107-14-W5M. The application fee paid was \$900 (\$700 base fee plus \$200 for each lot created). Since the applicant didn't have a copy of the land title available, she opted to pay the additional \$5.00 for the MD to purchase the land title off of the Internet.

The subdivision authority did not foresee any problems with this application as it fits within the MD Land Use Bylaw. Normal procedure was followed and the subdivision application was sent to commenting agencies, e.i. Alberta Infrastructure and Transportation, Telus, Atco, and Northern Lights Gas Co-op. Comments received back from Alberta Infrastructure and Transportation didn't allow for the subdivision unless the existing access was removed from Highway 697 or the landowner would agree to provide a 30-meter service road allowance as a dedication on the title. The landowner was opposed to both options.

The MD has a Memorandum of Agreement with Alberta Infrastructure and Transportation regarding roadside development. A clause in this agreement states:

Author:

Reviewed:

C.A.O.:

“On minor two-lane highways, Alberta Infrastructure and Transportation will review subdivisions only on adjacent lands where the proposed parcels front onto the provincial Highway, or require physical access to a provincial Highway”. Highway 697 is designated as a minor two-lane highway within this agreement.

The subdivision authority interpreted the agreement to mean that the application should not have been sent to AIT at all since the proposed subdivision did not require access to Highway 697, nor was the proposed subdivision adjacent to Highway 697. With this understanding, the subdivision authority sent a letter to AIT regarding this oversight and sent a decision of approval to the applicant on January, 25, 2005.

AIT did not agree with the subdivision authority’s interpretation of the agreement and letters and meetings ensued without any positive results. July 27, 2005, the Reeve wrote a letter to the Minister of AIT addressing this and other issues with development along Highway 697 and other provincial highways. The subdivision authority is meeting with AIT staff again on November 3, 2005 regarding this and other matters.

Council has the authority to refund all or part of the subdivision application fee of \$900. Things to consider:

- \$700 is the base fee and \$200 is the fee for each lot that is created. Since this subdivision application is being withdrawn, no lot is being created therefore the \$200 should be refunded.
- \$5.00 was used to purchase the land title and is not part of the application fee, therefore the \$5 should not be refunded.
- Council may waive any or all application fees.
- Council may waive a portion of the application fee but withhold an administration fee.

Options:

Option 1:

That the total subdivision application fee in the amount of \$900 be waived for Subdivision Application 63-SUB-04 on NW 24-107-14-W5M.

Option 2:

That a total of \$200 be refunded to the applicant for Subdivision Application 63-SUB-04 on NW 24-107-14-W5M.

Option 3:

That a total of \$800 be refunded to the applicant for Subdivision Application 63-SUB-04 on NW 24-107-14-W5M and that \$100 be withheld as an administration fee.

Author:

Reviewed:

C.A.O.:

COSTS / SOURCE OF FUNDING:

N/A

RECOMMENDED ACTION:

Option 3:

That a total of \$800 be refunded to the applicant for Subdivision Application 63-SUB-04 on NW 24-107-14-W5M and that \$100 be withheld as an administration fee.

Author:

Reviewed:

C.A.O.:

Ann Webster
Box 352
Fort Vermilion, AB T0H 1N0

October 12, 2005

Municipal District of Mackenzie #23
Box 640
Fort Vermilion, AB T0H 1N0

Dear Mr. Ray Coad.

RE: Subdivision Application File# 63-SUB-04

This letter is in regards to my application for a subdivision dated *September 1, 2004* currently on file. I am requesting a refund of my application fee of \$905.00 and closure of this file.

Enclosed is a copy of the receipt.

Sincerely,



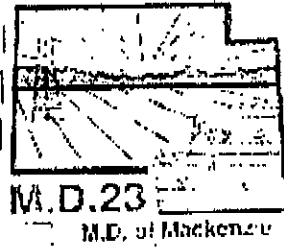
Ann Webster

cc: Ed Froese, Board Member

RECEIVED
OCT 18 2005
MUNICIPAL DISTRICT
OF MACKENZIE NO. 23
M.D. - LA CRETE

RECEIVED
OCT 14 2005
MUNICIPAL DISTRICT
OF MACKENZIE
M.D. - FORT VERMILION

MD of Mackenzie No.23



P.O. Box 640
 Fort Vermilion, Alberta
 Phone: (780) 927-3718 Fax: (780) 927-4266
 E-Mail: fvo@md23.ab.ca

OFFICIAL RECEIPT

35358

Customer & Comments:

Ann Webster
 Box 352
 Fort Vermilion AB T0H 1N0

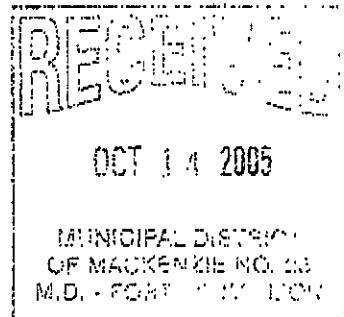
Date: Sep 1, 2004
 Initials: MP

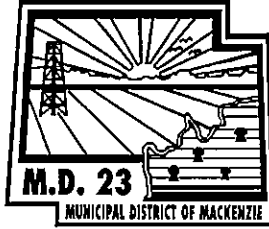
Receipt Type	Roll/Account	Description	Outstanding Amount	Quantity	Receipt Amount	Still Owing
General	SUBAP	Subdivision Application Fee	\$905.00	1	\$905.00	\$0.00

Cheque Number: 454

----- PAYMENT SUMMARY -----

Tax Amount:	\$0.00
Receipt Total:	\$905.00
Cash Received:	\$0.00
Cheque Received:	\$905.00
Other Received:	\$0.00
	\$905.00





M.D. of Mackenzie No. 23

Request For Decision

Meeting:	Regular Council Meeting
Meeting Date:	October 26, 2005
Presented By:	Paul Driedger, Director of Planning, Emergency and Enforcement services
Title:	Alberta Centennial Grant Purchases
Agenda Item No:	10e)

BACKGROUND / PROPOSAL:

At the September 28, 2005 Council meeting Council requested that the summary of expenditures for the Centennial Grant be reviewed. The amount carried forward from 2004 was \$29,531.56. The last time information regarding this grant was brought to Council was during budget deliberations, December 6, 2004. This RFD was accepted for information only.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

To date \$10,387 has been spent. The expenditures were made at the following parks:

1. La Crete Hill Park - \$6,379
 - Sand and concrete for park benches and playground equipment installation (infant and child swings, composite climber with slide)
 - Fire pits
 - Rules and regulation sign

2. Machesis Lake Campground - \$2,100
 - Steel frame picnic tables, cemented into the ground
 - Fire pits for camping stalls and caretaker
 - Dock repairs were completed, existing supplies and spare parts were utilized.

3. D.A. Thomas Park - \$1,908
 - Steel frame picnic tables, installed

4. Wadlin Lake

- Picnic tables were repaired as required and maintained by caretaker, replacement was not required this year.
- Dock extension was not completed this year due to lack of available resources

COSTS / SOURCE OF FUNDING:

The remaining funding will not be spent in 2005. Administration is planning a "Parks and Playground" presentation during the budget process that will outline the current condition of all municipal parks and outline required upgrades. As requested, Council can then prioritize projects for the remaining funding.

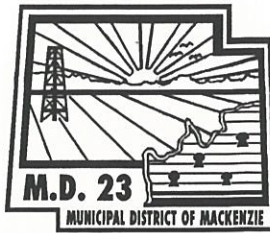
RECOMMENDED ACTION:

That the update regarding the Centennial Grant be accepted as information.

Author: J. Gabriel

Reviewed:

C.A.O.:



M.D. of Mackenzie No. 23 Request for Decision

Meeting:	Regular Council Meeting
Meeting Date:	October 26, 2005
Presented By:	Paul Driedger Director of Planning, Emergency and Enforcement Services
Title:	Enforcement Services Vehicles
Agenda Item No:	10 f) (addition)

SUMMARY PROPOSAL / BACKGROUND:

SUMMARY PROPOSAL:

The purchase of two enforcement services vehicles. One would be to replace unit #1639 which was involved in a motor vehicle collision on October 20th and the second one would be for our enforcement contract with Husky Oil.

BACKGROUND

As Council is aware, on October 20th Special Constable Ron Dyck and Andy Wiebe were involved in a motor vehicle collision with enforcement services vehicle unit #1639 which was a 2005 Dodge quad cab which will need to be replaced. We will be receiving insurance refund on the truck but still require the funds now for the purchase.

The second unit is required for the enforcement services with Husky Oil. We used the 2002 unit #1638 with 130,000 kms. The vehicle was a high maintenance unit last year and I am concerned with the enforcement services staff working in the oilpatch by themselves with a vehicle that is not reliable. Our contract fees cover the cost of the vehicle based on 3 year replacement.

Author:	Reviewed: 	C.A.O.:
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FINANCIAL IMPLICATIONS:

Replacement Vehicle	\$34,400
Rails/storage box	\$2,000
Barrier	\$1,000
Communications	\$3,600
Lights/siren	\$6,000
Radar	<u>\$5,000</u>
TOTAL	\$52,000 (Insurance \$49,000)

Additional Vehicle	\$34,400
Rails/storage box	\$2,000
Communications	\$3,600
Lights/siren	\$6,000
Radar	<u>\$5,000</u>
TOTAL	\$51,000

Total amount required is \$104,000. (minus \$49,000 from insurance)

RECOMMENDED ACTION:

Motion

That the 2005 capital budget be amended to include two new enforcement services vehicles at a cost of \$103,000 to be funded from the Alberta Municipal Infrastructure Grant funding.

Author:	Reviewed: 	C.A.O.: 
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P.O. Box 300
Mannville, AB, T0B 2W0
1-800-463-1194
Tel: (780) 763-6130
Fax: (780) 763-6132
benoil1@parl.gc.ca



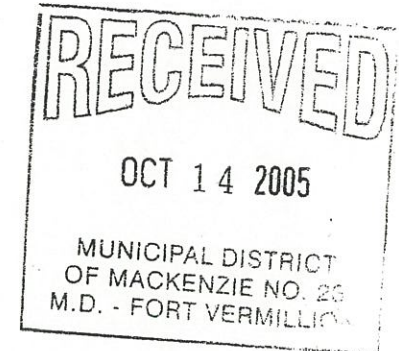
HOUSE OF COMMONS

LEON E. BENOIT, M.P.
VEGREVILLE - WAINWRIGHT

*(O. h.)
(addition)*
Suite 613 Justice Bldg.
House of Commons
Ottawa, ON, K1A 0A6
Tel: (613) 992-4171
Fax: (613) 996-9011
benoil@parl.gc.ca

OTTAWA
06 October 2005

Chief Administrative Officer Harvey Prockiw
M.D. OF MACKENZIE NO. 23
Box 640
Fort Vermilion, Alberta TOH 1N0



Dear Chief Administrative Officer Prockiw and Council members:

I wanted to take the opportunity to update you on my most recent attempt to have the Liberal ban on 2% liquid strychnine solution lifted. As the enclosed press release outlines, two days prior to my Motion, M-253, coming before the House of Commons, the Minister of Health announced a two-month study by the Pest Management Regulatory Agency on whether farmers need the 2% liquid strychnine to effectively control gophers and pocket gophers.

The PMRA is calling for submissions from interested parties so they can review this misdirected 1993 decision to ban the solution.

I am therefore asking for your assistance in ensuring that as many farmers and municipalities as possible submit a letter to the PMRA before the 24th November closing date.

This letter should outline: the damage caused by gophers and pocket gophers (what type of damage and the estimated cost on a bad year); the effectiveness or ineffectiveness of other control attempts including pre-mixed grain and the cost of these mixes; and the effectiveness, cost savings and convenience of farmers mixing the 2% liquid strychnine solution with their own grain to use when they have time and during the short, key periods where the solution is actually the most successful.

Please work with the farmers in your area to ensure that they a) receive this message and b) send in their comments and findings. It is essential that we take this opportunity to make our case to the PMRA - we may not get another chance under this Liberal government. Feel free to contact my office, at 800-463-1194, should you have any questions about this.





NEWS RELEASE

HOUSE OF COMMONS,
OTTAWA,
ONTARIO
K1A 0A6

Box 300,
MANNVILLE,
ALBERTA
T0B 2W0

LEON BENOIT, M.P.

Chair of the Government Operations
and Estimates Committee



FOR IMMEDIATE RELEASE

FARMERS HAVE SIXTY DAYS TO TELL LIBERALS WHY LIQUID STRYCHNINE IS ESSENTIAL: BENOIT

OTTAWA (05 October 2005) Farmers finally have an opportunity to tell the Liberal government how desperately they need the 2% liquid strychnine solution to control the gopher population. Having originally banned the solution in 1993, as a result of pressure from the Conservative Party and farmers across Canada, the government has now initiated a 60-day study into whether they did the right thing ten years ago. It is essential that everyone who has lost crops and livestock, and suffered equipment and property damage, submit their brief to the Pest Management Regulatory Agency (PMRA) prior to November 24th.

"The most effective course of action right now, is for farmers and those with concerns about the gopher population and the inability to use an effective level of liquid strychnine to send their submissions to the Agency along with a copy to me," said Benoit.

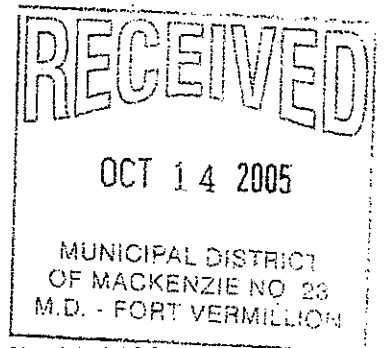
"As the MP for a largely rural area, I am aware that farmers continue to face serious problems controlling the Richardson Ground Squirrel (gopher) and the pocket gopher, due to the Liberal ban," explained Benoit. "I have talked to farmers in my riding who are having acres of crops completely destroyed because the tools to control this problem have been removed. As a result, I've brought the issue to the House of Commons four times now."

"My current motion is up for the second hour of debate at first reading on November 4th and I hope that the other federal parties will recognize its importance and will vote in support of, at the very least, sending it to Committee for further discussion and hearings," concluded Benoit. "The Conservative Party's commitment to Canadian farmers remains strong, and we will continue to do everything we can to fix this problem."

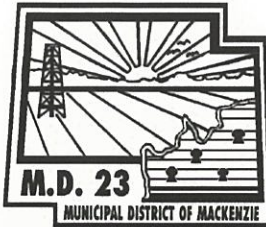
Farmers and those with concerns about the gopher population are encouraged to send their submissions to the Pest Management Regulatory Agency (PMRA) along with a copy to the Office of Leon Benoit by November 24, 2005.

Publications - Pest Management Regulatory Agency
2720 Riverside Drive
A.L. 6606D2 , Ottawa, Ontario K1A 0K9

Leon Benoit, MP
613 Justice Building
House of Commons
Ottawa, ON K1A 0A6,







M.D. of Mackenzie No. 23

Request For Decision

Meeting:	Regular Council Meeting
Meeting Date:	October 26, 2005
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	Bylaw 518/05 – Penalties for non-payment of taxes and tax arrears
Agenda Item No:	11 a)

BACKGROUND / PROPOSAL:

In order to ensure that penalties are collected and to improve tax collections it is advisable to levy the penalty on arrears at the beginning on each year (on January 1st) and leave the penalties on current taxation at July 1st and November 15th.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The bylaw 518/05 received its first and second reading on September 28th, 2005.

COSTS / SOURCE OF FUNDING:

N/A

RECOMMENDED ACTION:

Motion 1:

That third reading be given to Bylaw 518/05 being a penalties on taxes by-law for the MD of Mackenzie.

Author:

Reviewed:

C.A.O.

BYLAW NO. 518/05

A BYLAW OF THE MUNICIPAL DISTRICT OF MACKENZIE NO. 23, IN THE PROVINCE OF ALBERTA, TO IMPOSE PENALTIES FOR NONPAYMENT OF TAXES AND TAX ARREARS

WHEREAS, pursuant to the provisions of the Municipal Government Act, Statutes of Alberta, 1994, Chapter M-26.1, Sections 344, 345, 346 and 252 and amendments thereto, the Council may pass a bylaw to establish the penalties on taxation.

NOW THEREFORE, pursuant to provisions contained in the Municipal Government Act the Council of the Municipal District of Mackenzie No. 23 in the province of Alberta, duly assembled, hereby enacts as follows:

1. In this Bylaw, the following words shall be defined as:
 - (a) "Business Day" shall mean every day of the week, Monday through Friday excepting statutory holidays and other holidays designated by the Municipal District of Mackenzie No. 23.
 - (b) "Tax" or "Taxes" Means:
 - (i) a property tax,
 - (ii) a business tax,
 - (iii) a business revitalization zone tax,
 - (iv) a special tax, and
 - (v) a local improvement tax;
 - (c) "Tax Arrears" means Taxes, and includes all penalties levied on Taxes that remain unpaid after December 31 of the year in which they are imposed.
2. That Taxes shall be due and payable either on or before June 30 of the year in which the Tax is levied.
3.
 - (a) That in the event of any Taxes remaining unpaid after June 30 of the year in which they are levied, there shall be added thereto by way of penalty an amount of six (6%) per centum on the first Business Day of July.
 - (b) That in the event June 30 is not a Business Day, the penalty amount referred to in paragraph 3(a) above will be levied and added to the Taxes on the Second Business Day of July.
4.
 - (a) That in the event of any Taxes remaining unpaid after November 15 of the year in which they are levied, there shall be added thereto by way of a

- further penalty an amount of six (6%) percentum on the first business day after November 15.
- (b) That in the event November 15 is not a Business Day, the penalty amount referred to in paragraph 5(a) above will be levied and added to the Taxes on the Second Business Day after November 15.
5. (a) That in the event of any Tax Arrears remaining unpaid after ~~June 30th~~ **December 31st**, there shall be added there to by way of penalty an amount of twelve(12%) percentum on the first Business Day of ~~July~~ **January**, and such penalty shall be levied in each succeeding year so long as the Tax Arrears remain unpaid.
- b) That in the event ~~June 30~~ **December 31st** is not a Business Day, the penalty amount referred to in paragraph 5(a) above will be levied and added to the Tax Arrears on the Second Business Day of ~~July~~ **January**.
6. That any penalty imposed under the terms of this Bylaw may be added to and forms a part of the Tax in which it is imposed.
7. This Bylaw shall come into force upon third and final reading.
8. This Bylaw shall be known as the Tax Penalties Bylaw.
9. That Bylaw No. ~~49/96~~ **064/96** is hereby rescinded.

First Reading given on the 28th day of September, 2005.

Bill Neufeld, Reeve

Kristin McNeill, Acting Executive Assistant

Second Reading given on the 28th day of September, 2005.

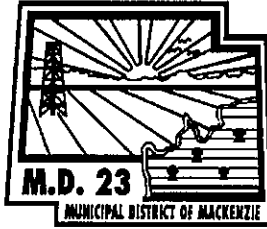
Bill Neufeld, Reeve

Kristin McNeill, Acting Executive Assistant

Third Reading and Assent given on the _____ day of _____, 2005.

Bill Neufeld, Reeve

Christine Woodward, Executive Assistant



M.D. of Mackenzie No. 23

Request For Decision

Meeting:	Regular Council Meeting
Meeting Date:	October 26, 2005
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	Borrowing Bylaw 519/05 Gravity Sewer Main Line 98th Avenue East and 99th Street North in the Hamlet of La Crete
Agenda Item No:	11 b)

BACKGROUND / PROPOSAL:

During 2005 Budget deliberation, Council approved the gravity sewer main line on 98th Avenue East and 99th Street North in the Hamlet of La Crete project.

Total project was approved to be funded by borrowing.

Total estimated project cost is \$370,000.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The borrowing bylaw 519/05 received its first reading September 13/2005. The bylaw was advertised for two weeks in the local papers. No objections have been received.

COSTS / SOURCE OF FUNDING:

N/A

RECOMMENDED ACTION:

Motion 1:

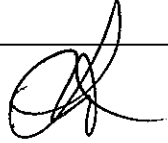
That second reading be given to Bylaw 519/05 being borrowing bylaw for a purpose of financing the gravity sewer main lane on 98th Avenue East and 99th Street North in the Hamlet of La Crete project.

Motion 2:

That third reading be given to Bylaw 519/05 being borrowing bylaw for a purpose of financing the gravity sewer main lane on 98th Avenue East and 99th Street North the Hamlet of La Crete project.

Author:

Reviewed:

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke extending to the right.

C.A.O.:

A handwritten signature in black ink, featuring a large, stylized 'C' followed by a horizontal stroke and a small flourish.

BYLAW NO. 519/05
BEING A BYLAW OF THE
MUNICIPAL DISTRICT OF MACKENZIE NO. 23

(hereinafter referred to as "the Municipality")
IN THE PROVINCE OF ALBERTA

This bylaw authorizes the Council of the Municipality to incur indebtedness by the issuance of debenture(s) up to a maximum of \$370,000, for the purpose of financing the gravity sewer line 98th Avenue East and 99th Street North in the Hamlet of La Crete.

WHEREAS:

The Council of the Municipality has decided to issue a by-law pursuant to Section 258 of the *Municipal Government Act* to authorize the financing, undertaking and completion of the gravity sewer line 98th Avenue East and 99th Street North in the Hamlet of La Crete as approved by Council in capital expenditures.

Plans and specifications have been prepared and the total cost of the project is estimated to be \$370,000.

In order to complete the project it will be necessary for the Municipality to borrow the sum of \$370,000 for a period not to exceed 10 years, from the Alberta Capital Finance Authority or another authorized financial institution, by the issuance of debentures and on the terms and conditions referred to in this bylaw.

The estimated lifetime of the project financed under this by-law is equal to, or in excess of 10 years.

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

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

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

1. That for the purpose of completing the gravity sewer line 98th Avenue East and 99th Street North in the Hamlet of La Crete the sum of THREE HUNDRED AND SEVENTY THOUSAND (\$370,000) be borrowed from the Alberta Capital Finance Authority or another authorized financial institution by way of debenture on the credit and security of the Municipality at large.
2. The proper officers of the Municipality are hereby authorized to issue debenture(s) on behalf of the Municipality for the amount and purpose as authorized by this by-law, namely the gravity sewer line 98th Avenue East and 99th Street North.
3. The Municipality shall repay the indebtedness according to the repayment structure in effect, namely annual or semi-annual equal payments of combined principal and interest instalments not to exceed TEN (10) years calculated at a rate not exceeding the interest rate fixed by the Alberta Capital Finance Authority or another authorized financial institution on the date of the borrowing, and not to exceed TEN (10) percent.
4. The Municipality shall levy and raise in each year municipal taxes sufficient to pay the indebtedness.
5. The indebtedness shall be contracted on the credit and security of the Municipality.
6. The net amount borrowed under the by-law shall be applied only to the project specified by this by-law.
7. This by-law comes into force on the date it is passed.

First Reading given on the 13th Day of September, 2005.

Bill Neufeld, Reeve

Kristin McNeil, Acting Executive Assistant

Second Reading given on the _____ day of _____ 2005.

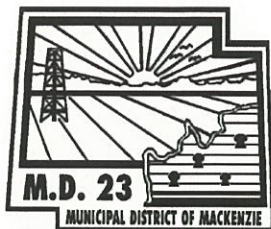
Bill Neufeld, Reeve

Christine Woodward, Executive Assistant

Third Reading and Assent given on the ___ day of _____ 2005.

Bill Neufeld, Reeve

Christine Woodward, Executive Assistant



M.D. of Mackenzie No. 23

Request For Decision

Meeting:	Regular Council Meeting
Meeting Date:	October 26, 2005
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	Bylaw 522/05 - Fee Schedule Bylaw
Agenda Item No:	11 c)

BACKGROUND / PROPOSAL:

At the May 25, 2005 Council meeting, council requested that the Fee Schedule Bylaw be reviewed.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Administration has reviewed the Bylaw and is recommending changes. Below is a summary of changes to the Fee Schedule Bylaw:

- Subdivision and Development Fee to be refundable if the appellant is success in their appeal (as per Council's direction)
- Board room rental – no \$50/day charge to non-profit community groups
- Deletion of Motor Grader, Sanding Unit and Tandem Truck, Shelter Belt Tree Planted, Paraplough, 75 HP Tractor Mower, and Weed Eater as this equipment does not get rented out on a regular basis
- Deletion of the following services:
 - Domestic Waste Clean up
 - Commercial/Industrial Waste Clean up
 - Sewerage and Drainage ConstructionAs these services are not used on a regular basis

COSTS / SOURCE OF FUNDING:

N/A

RECOMMENDED ACTION:

Author: M. Driedger	Reviewed: 	C.A.O.:
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Motion 1

That first reading be given to Bylaw 522/05 being a bylaw to establish a fee schedule for services.

Motion 2


That second reading be given to Bylaw 522/05 being a bylaw to establish a fee schedule for services.

Motion 3

That consideration be given to go to third reading of Bylaw 522/05 being a bylaw to establish a fee schedule for services.

Motion 4

That third reading be given to Bylaw 522/05 being a bylaw to establish a fee schedule for services.

Author: M. Driedger	Reviewed:	C.A.O.: 
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BY-LAW NO. 503-522/05

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

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

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

1. The following Service Fee Schedule be adopted:

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

-Senior/Handicapped Snowplow Flags (Where the Senior/Handicapped person lives in a rural residence where all other persons, excluding spouse or dependent, residing on the property are also Senior Citizens or Handicapped persons)	No Charge	N/A
Dust Control		
DC 100 Oil	\$1500/200 linear meters, Guaranteed for 3 years	Applicable
Calcium Chloride	\$500/200 linear meters per application	Applicable
Dust Control for Seniors	No Charge	
Motorgrader	\$98.00/hr., min. chg. 1/2 hr.	Applicable
Sanding Unit & Tandem Truck	\$110.00/hr., min. chg. 1/2 hr.	Applicable
Domestic Waste Cleanup	\$200.00/hr. min. chg. 1 hr.	Applicable
Commercial/Industrial Waste Cleanup	\$1,000.00/hr. min. chg. 1 hr.	Applicable
Sewerage & Drainage Construction repair and maintenance services	\$40.00/hr. (Labour only) (Materials 10% over invoice)	N/A
Shelterbelt Tree Planter	No Charge	N/A
ParaploUGH (for deep ripping demos only)	No Charge	N/A
Alberta Agriculture's Irrigation Pump/Pipe	\$300.00/48 hours \$100.00/each additional 24 hours	Applicable
75 HP Tractor Mower 15'	\$55.00 per hour (minimum charge 1/2 hr.)	Applicable
35 HP Tractor Mower 6'	\$35.00 per hour (minimum charge 1/2 hr.)	Applicable
Weed Eater	\$20.00 per hour (minimum charge 1/2 hr.)	Applicable

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

First Reading given on the _____ day of _____ 2005.

 Bill Neufeld, Reeve

 Christine Woodward, Executive Assistant

Second Reading given on the _____ day of _____ 2005.

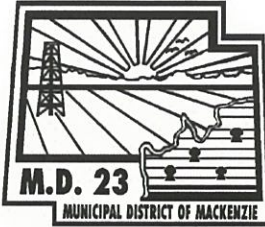
Bill Neufeld, Reeve

Christine Woodward, Executive Assistant

Third Reading and Assent given on the _____ day of _____ 2005.

Bill Neufeld, Reeve

Christine Woodward, Executive Assistant



M.D. of Mackenzie No. 23

Request For Decision

Meeting:	Regular Council Meeting
Meeting Date:	October 26, 2005
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	Purchasing Authority Directive Policy – FIN012
Agenda Item No:	11 d)

BACKGROUND / PROPOSAL:

The Municipality has FIN012 – Purchasing Authority Directive Policy in place that provides MD employees with a clear understanding of purchasing authority, and the process in which the MD is committed to an expenditure, and approval for payment of such an expenditure.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

In order to ensure proper daily operations of the District, and to incorporate some organization structural changes, we need to add and give purchasing powers to supervisory and some other positions.

Please review the highlighted changes on FIN012.

COSTS / SOURCE OF FUNDING:

N/A

RECOMMENDED ACTION:

Motion 1:

That Purchasing Authority Directive Policy FIN012 be approved as presented.

Author:

Reviewed:

C.A.O.

Municipal District of Mackenzie No. 23

Title	Purchasing Authority Directive	Policy No:	FIN012
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Legislation Reference	Municipal Government Act, Section 209 and 248 (1)
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Purpose

To provide MD employees with a clear understanding of purchasing authority, what that purchasing authority is and the process in which the MD is committed to an expenditure, and approval for payment of such an expenditure.

Policy Statement and Guidelines

The following is a list of positions authorized to commit expenditures on behalf of the MD of Mackenzie with the maximum amounts those positions are authorized to commit.

Chief Administrative Officer	As approved by budget
Director of Corporate Services	\$10,000
Director of Operational Services	\$10,000
Director of Planning, Enforcement & Emergency Services	\$10,000
Supervisor of Roads	\$10,000
Supervisor of Utilities	\$10,000
Supervisor of Emergency Services	\$10,000
Supervisor of Planning & Development	\$10,000
Area Supervisors	
Leadhand North/South	\$5,000
Supervisor – Zama	\$5,000
Agricultural Fieldman	\$5,000
Public Works Administrative Officer	\$5,000
Project Services Technologists	\$5,000
Executive Assistant	\$2,500
Chief Mechanic	\$2,500
Senior Utilities Officers	\$2,500
District Fire Chiefs	\$2,500

Where expenditures are “Non Controllable” the Director of Corporate Services shall review and approve such expenditures for payment. Should a department head request that “Non Controllable” expenditures are required and approved by him/her prior to payment, that department head shall advise the Director of Corporate Services in writing of such requests identifying what “Non Controllable” expenditures he/she wishes to review. The Director of Corporate Services shall not approve any “Non Controllable” expenditures forwarded by the department heads without the approval for payment by the respective department heads.

For the purpose of this directive, "Non Controllable" expenditures shall include items such as utilities, telephone, lease payments, contract payments, payroll, etc. or items as identified by the Chief Administrative Officer.

Notwithstanding the above authorizations, the following regulations shall apply:

1. No expenditure or total of such expenditures shall exceed the approved budget amount of each G/L code line without prior authorization of the Chief Administrative Officer or designate.
2. No purchase or commitment of expenditure on behalf of the MD No. 23 shall be made without issuing a purchase order **prior** to such commitment. Purchase orders shall be issued in accordance with the "**Purchasing Procedure**" attached as Schedule "A".
3. Where a required purchase exceeds the authority noted above, approval of such purchase shall be obtained from the C.A.O. or designate prior to the commitment of the purchase. Approval is deemed to be given when the C.A.O. initials and dates the purchase order requiring approval.

NOTE: Approval by the CAO or designate must be obtained **prior** to issuing of P.O.

4. It shall be the responsibility of each individual issuing a purchase order to know the approximate amount (at least within 10%) and not to exceed his/her limit or budget.
5. Where a required expenditure exceeds the approved budget of a specific GL code the individual requesting approval must identify available funds for the required expenditure.

Note: At no time is an expenditure to be coded to another function to which it does not belong.

6. The CAO or designate reserves the right to remove or amend the purchasing authority for any position of the Municipal District of Mackenzie No. 23.

	Date	Resolution Number
Approved	Oct 14/98	98-312
Amended	Feb 20/01	01-099
Amended	October 13/04	04-737

SCHEDULE "A"

PURCHASING PROCEDURE

The following outlines the required procedure to commit the Municipal District of Mackenzie No. 23 to expenditures other than "Non Controllable" expenditures.

1. Finance Department shall issue a block of purchase orders to each of the following departments and record the purchase order numbers as issued:
 - i) Public Works (Roads) Department
 - ii) Development & Emergency Services Department
 - iii) Utilities Department
 - iv) Finance Department
2. Finance department shall maintain a block of purchase orders for the use of the Chief Administrative Officer and Director of Corporate Services
3. Each department noted in Item 1 above shall maintain a record of all P.O.'s to ensure each number is accounted for and to identify such commitment as invoiced.
4. All expenditures committed by purchase order shall be approved in accordance to the Purchasing Authority Directive ~~dated February 20, 1998 or as amended from time to time.~~
5. Copies of all Purchase Orders shall be distributed as follows:
 - White Copy – to supplier, if not required by supplier, to garbage
 - Yellow Copy – to Finance Department
 - Pink Copy – to Finance Department
6. The Yellow copy of all Purchase Orders (issued or void) must be forwarded to the Finance department **immediately** after being issued or voided. Once a PO book is filled return to Finance Department with PO listing.
7. The Finance Department shall match incoming invoices with the purchase order identified on such invoice and attach the P.O. yellow copy to the invoice.
8. The Finance Department shall identify and record all invoices that requires but does not identify a P.O. number.
9. Finance Department shall forward copies of invoices not identifying a P.O. number to the Treasurer for further direction.
10. Finance Department shall check all invoices to ensure billed services and/or materials match purchase order.
11. Finance department shall check all purchase orders to ensure authorization of such purchase is in accordance with the Purchasing Authority Directive.

Schedule "A" cont'd

12. Finance Department shall maintain a file for each department head which shall contain the following:

- 1) Unsigned Invoices waiting for department head approval;
- 2) Invoices with no corresponding PO numbers.

No invoice that does not match to a purchase order shall be paid without prior approval of the Director of Corporate Services.

13. Finance department shall forward all invoices and matched PO's to the Director of Corporate Services when the aforementioned are not authorized as per the Purchasing Authority Directive.

14. All items mentioned in item 14 shall not be paid without the approval of the r Director of Corporate Services.

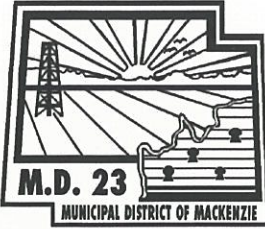
15. Each department head shall review all invoices received on a timely basis (preferably once per week), initial where indicated and forward to the Finance Department.

Note: It is the responsibility of the department heads to ensure proper coding of all PO's and verification that all invoices are properly coded. At no time shall original invoices be allowed to leave the Finance Department.

16. Where a department head is not prepared to approve an invoice, he/she shall return the unapproved invoice to the Finance Department with appropriate direction.

Note: At no time shall the Department Head retain the original invoice.

17. The Finance Department shall process all invoices within a 30-day period unless prior arrangements have been made with the Director of Corporate Services for earlier payment.



M.D. of Mackenzie No. 23

Request For Decision

Meeting:	Regular Council Meeting
Meeting Date:	October 26, 2005
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	Mackenzie Municipal Library Board – cost sharing negotiations with High Level Library Board
Agenda Item No:	11 e)

BACKGROUND / PROPOSAL:

As per 2001 Cost Sharing Agreement with the Town of High Level, the Municipality had to pay \$7,165 annually to the Town for the provision of library services to MD residents. The Cost Sharing Agreement was revised January/2004; per this revision, the Municipality was paying \$7,165 directly to the Mackenzie Library Board. The Mackenzie Library Board was responsible for forwarding \$7,165 to the High Level Library and was going to be responsible for any future negotiations regarding delivering library services and sharing costs.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The Cost Sharing Agreement is expiring in 2005. The Mackenzie Library Board was involved in negotiations with the High Level Library Board during the past month. The Mackenzie Board has used the same approach in calculating the proposed cost sharing amount as was used to calculate 2001 cost sharing amount. This approach reflects per capita library services costs in other areas of the MD.

The correspondence that was exchanged between the Mackenzie Library Board and the Town Library Board is attached to this RFD. In addition, the Municipality received a letter from the Mackenzie Library Board with a request to assist with negotiations.

Please review the correspondence attached.

COSTS / SOURCE OF FUNDING:

To be addressed during 2006 Budget and based on Council's direction.

RECOMMENDED ACTION:

For information and discussion.

Author:

Reviewed:

C.A.O.



**Municipal District of Mackenzie #23 Library Board
Box 640 Fort Vermilion, AB T0H 1N0**

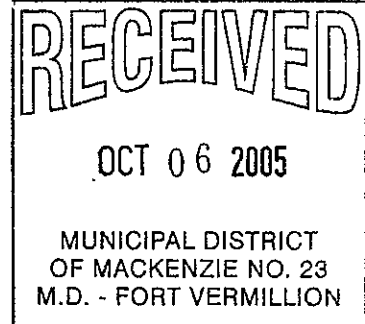
Lucille Labrecque, Chairperson (780)-927-3338 Email: lucille.labrecque@gov.ab.ca

Date: September 30, 2005

Municipal District of Mackenzie #23
Box 640
Fort Vermilion, AB
T0H 1N0

Attention Reeve Bill Neufeld and MD Council

Dear Mr. Neufeld:



Re: Negotiations with High Level Municipal Library

During the summer months we met twice with the High Level Municipal Library Board to begin the task of negotiating a Service Agreement between the High Level Municipal Library Board and the MD of Mackenzie#23 Library Board.

The HL Municipal Library Board began negotiations with a request for \$25,000 per year for services. We, the MD Library Board made an offer of \$11,200 plus \$3,710 in per capita provincial funding for a total offer \$14,910. The letter attached dated September 13 from the HL Municipal Library Board Chairperson Grace Crisp states their request is for \$24,099 for the next three years (per annum) barring any population increases.

On September 15, 2005 the MD Library Board discussed the offer dated Sept 13/05. The MD Library Board has agreed that we cannot offer the HL Municipal Library Board any more per capita than we spend on the MD per capita for our libraries. We cannot accept their offer of \$24, 099. We have moved a whole \$901 in negotiations; we remain far apart. The current Service Agreement ends December 31, 2005 and we endeavour to continue working with the HL Municipal Library Board to secure services for Ward 9 residents.

We ask your assistance in negotiating with the HL Municipal Library Board to get a Shared Service Agreement. Please contact me at 927-3338 (h) or at work 926-5469 to set a time to meet with yourself or with council.

Respectfully submitted on behalf of the Board,

Lucille Labrecque


Chairperson, MD of Mackenzie #23 Library Board



**Municipal District of Mackenzie #23 Library Board
Box 640 Fort Vermilion, AB T0H 1N0**

Lucille Labrecque, Chairperson (780)-927-3338 Email: lucille.labrecque@gov.ab.ca

Date: September 30, 2005

High Level Municipal Library
P.O. Box 1380
High Level, AB
T0H 1Z0

Attention Grace Crisp Chairperson High Level Municipal Library

Dear Mrs. Crisp:

Re: Preliminary Negotiations

We appreciate the time you and your board have taken to meet with us over the summer months to begin the task of negotiating a Service Agreement between the High Level Municipal Library Board and the MD of Mackenzie#23 Library Board.

On September 15, 2005 we reviewed your letter dated September 13, 2005. It appears we have come at an impasse. The MD Library Board made an offer \$11,200 plus \$3,710 in per capital provincial funding for a total offer \$14,910. The MD Library Board has agreed that we cannot offer the HL Municipal library any more per capita than we spend on the MD per capita for the libraries. We cannot accept your offer of \$24, 099 for the next three years (per annum) barring any population increases.

I await direction from MD Council on how to proceed with negotiations for a Service Agreement with the High Level Municipal Library Board. We will continue to work with you towards having a signed Shared Service Agreement prior to December 31, 2005.

Respectfully submitted on behalf of the Board,

Lucille Labrecque
Chairperson, MD of Mackenzie #23 Library Board

Cc: Reeve Bill Neufeld and MD Council

High Level Municipal Library

P.O. Box 1380, High Level, Alberta T0H 1Z0

Lucille Labreque, Chairperson
Mackenzie Regional Library Board
Box 1840
La Crete, AB
T0H 2H0

September 13, 2005

RE: Preliminary Negotiations

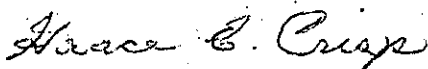
The High Level Municipal Library Board held a special meeting on Friday, September 9, 2005 to discuss the offer of \$11,200.00 plus \$3,710.00 in per capita provincial funding for a total offer of \$14,910.00.

After reviewing the highly disparate positions for appropriate levels of support, our Board is prepared to bring down our request slightly. The new formula will be based on \$27.86 per capita and will be multiplied by the number of residents in Ward 9. This will be adjusted as population figures change (as per Municipal Affairs) and would be for a three-year term. This gives a proposed funding figure of \$24,099 for the next three years *(per annum)* barring any population increases.

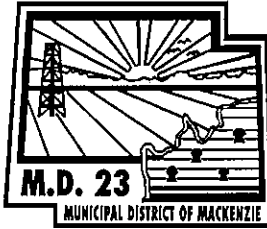
Concerns were voiced that because the High Level Municipal Library has been severely under-funded for provision of service for many years, it appears that our offer is disproportionately high, whereas this is not the case. Our Board feels that our counter-offer is more than equitable and also addresses the Regional Board's concern over parity between libraries.

We look forward to continued discussions.

Sincerely yours



Grace Crisp
Chairperson



M.D. of Mackenzie No. 23

Request For Decision

Meeting:	Regular Council Meeting
Meeting Date:	October 26, 2005
Presented By:	Christine Woodward, Executive Assistant
Title:	Meeting with Alberta Environment at AAMD&C
Agenda Item No:	11. F)

BACKGROUND / PROPOSAL:

Alberta Environment has invited Council to meet with their Northern Region Staff at AAMD&C on November 15 or 16 to discuss issues related to environmental legislation, programs, guidelines, or projects.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The Alberta Environment office would like a list of items that we want to discuss prior to the meeting.

We were able to reserve a 2:00 time slot on Tuesday, November 15th for the meeting.

COSTS / SOURCE OF FUNDING:

RECOMMENDED ACTION:

That a meeting be set up with Alberta Environment staff for November 15th, and that the following items be included in the discussions:

-
-
-

Author: K.McNeil

Reviewed:

C.A.O.:



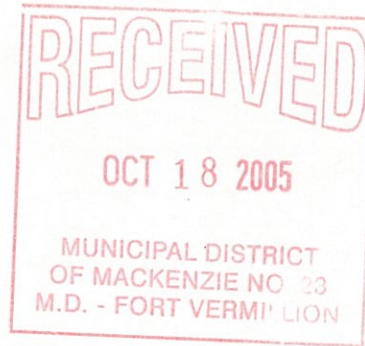
Regional Services
Northern Region

111 Twin Atria Building
4999 – 98 Avenue
Edmonton, Alberta
Canada T6B 2X3

Telephone: (780) 427-7617
Fax: (780) 427-7824

October 13, 2005

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



Dear Reeve Neufeld:

Re: Fall 2005 AAMD&C Convention
November 15 and 16, 2005

The Northern Region offices of Alberta Environment are once again pleased to participate in the AAMD&C Fall Convention.

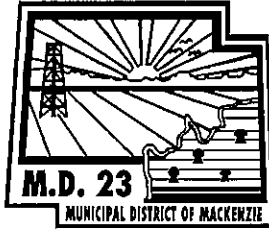
On behalf of my staff, I invite your delegates to meet with us at the Coast Terrace Inn in Edmonton, Terrace No. 1 Meeting Room, anytime between the hours of 8:30 am and 4:30 pm, on November 15 and 16, 2005, to discuss any issues related to environmental legislation, programs, standards and guidelines or projects. To schedule a meeting, please contact Kim Cermak, Alberta Environment, Red Deer at (403) 755-6151*.

Alberta Environment staff look forward to a lively and productive convention.

Sincerely,

Ernie Hui, P. Eng.
Director
Northern Region

* To reach any Government of Alberta office toll-free, dial 310-0000, then enter area code and phone number.



M.D. of Mackenzie No. 23

Request For Decision

Meeting:	Regular Council Meeting
Meeting Date:	October 26, 2005
Presented By:	Christine Woodward, Executive Assistant
Title:	HR Planning for Remote Locations
Agenda Item No:	11 g)

BACKGROUND / PROPOSAL:

Councillor Wardley received an invitation to attend a workshop on HR Planning for Remote Locations in Calgary on February 22 & 23, 2006.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The workshop will focus on many recruitment and retention strategies for remote areas. Attached is a detailed agenda for the workshop.

COSTS / SOURCE OF FUNDING:

Honorariums and Expenses

RECOMMENDED ACTION:

That Councillor Wardley be authorized to attend the HR Planning for Remote Locations workshop in Calgary February 22 – 23, 2006.

Author: K.McNeil

Reviewed:

C.A.O.:

HR Planning for Remote Locations
February 22-23, 2006
Calgary, Alberta

Wednesday, February 22

- 8:00 Registration Opens and Coffee Served
- 9:00 Opening Remarks from the Chair
- 9:15 Provincial Partnership Initiatives: What the Alberta Government is Doing to Address Labour Shortages and Long-Term Planning for the Economic Future

Clint Dunford, Minister of Economic Development, Government of Alberta (invited)

Mike Cardinal, Minister of Human Resources and Employment, Government of Alberta (invited)

In Alberta, 28 out of 53 occupational groups report an unemployment rate of less than three per cent, which indicates a skill shortage. Government forecasts predict a potential shortfall of 100,000 workers within the next ten years, which could significantly impact \$107 billion worth of expected capital projects in the province. Can the economy continue to flourish if the infrastructure of its industries is unstable? The provincial government is tackling this problem with innovation, implementing plans and actions to ensure the province's stability and continued growth.

- Attracting immigrants to Alberta
- Positioning Alberta as a great place to live
- Continuing development of homegrown talent
- Striving to bridge cultural divides
- Expanding the Provincial Nominee Program

- 10:00 No Quick Fix: Devising A Ten Year Plan to Develop and Implement Creative Solutions for Recruitment and Retention

Chris Stafford, Principal, C.J. Stafford and Associates (invited)

The mining industry has been downsizing for the past 2-3 decades with no long-term plan in place. Now experiencing a drastic labour shortage, what can the industry do to repair and rebuild itself? The industry must take a leap forward and enter uncharted territory. Measures must be explored and instituted now, with a view to the long-term.

- How looking at a ten-year plan will begin to close the work shortage gap now
- Creating communities to feed remote workers, not simply service them
- Recognizing needs of employees and their families to improve quality of life
- Creating realistic criteria in the hiring of remote workers
- Creating a life outside of work for remote employees

10:45 Networking Coffee Break

11:00 Creating a Dynamic Image of your Industry to Attract Self-selecting Skilled Workers

Colonel Kevin Cotton, Commander CF Recruiting Group, Canadian Armed Forces (invited)

While companies in the energy, mining and forestry industries are making strides to re-brand through messages of corporate social responsibility and sustainability, a more collaborative, industry-wide approach is necessary to improve the image of these industries as sectors of choice. No industry has made greater strides in this area than the Canadian Armed Forces. In this session, learn by example how to brand specifically and directly.

- Identifying the positive and negative perceptions of the industry among potential employee pools/groups
- Reinforcing the advantages of working in a “difficult” industry – even if located in remote areas
- Addressing negative perceptions of the industry and remote locations through advertising, articles in relevant publications, speaking at conferences/seminars, etc.
- Providing information on the industry and what it has to offer to those who work in it
- Highlighting methods to achieve your “personal best” and the opportunities the experience can lead to

11:45 Networking Luncheon for Delegates and Speakers

[Case Study]

1:00 Best Practices of Attracting, Recruiting and Retaining Aboriginal Peoples at Remote Locations

Jeff Pardee, General Manager, Northeastern Alberta Aboriginal Business Association (invited)

Charles Iggulden, Area Manager, Doran Stewart Oilfield Services and President, Fort McMurray Construction Association (invited)

Les Diachinsky, Manager, Aboriginal Affairs, Syncrude (invited)

- Using RedLink and JobLink
- Supporting assistance programs (internships, summer jobs, associates program and co-op placements) and educational events for Aboriginal students who express an interest in joining the industry
- Reinforcing the value of education within local communities and supporting the development of relevant job skills by involving educators of these communities
- Encouraging applications from Aboriginal candidates by communicating employment need to the community
- Becoming the 'employer of choice' among Aboriginal peoples
- Giving preference to Aboriginal applicants if other candidates have equal skills and qualifications
- Promoting and encouraging employee development by providing in-service training and funding for external training

Establishing a mentoring program that supports employees who have questions or require additional coaching

(Case Study)

2:15 Creating an Empowered Workforce: Retention Success at FMC Chemical

Terri Smith, HR, FMC Chemical (invited)

Located in Prince George, BC, FMC Chemical enjoys a low workforce turnover rate. What's working for the company where so many others are facing difficulty?

- Creating a model environment
- Building self-directed work teams to foster feelings of ownership and inclusion
- Focusing on the resources for employee development
- Engaging employees with a basic philosophy of communal contribution
- Developing outlets for employees to grow and learn

2:45 Refreshment Break

3:00 Capitalizing on Key Competitive Advantages by Ensuring the Right People in the Right Place at the Right Time (3Rs)

Doug Ivey, HR Superintendent, Diavik Diamond Mines Inc. (invited)

Gerard Rowe CHRP, Manager, Human Resources, Diavik Diamond Mines Inc. (invited)

The Diavik Diamond Mine is located on a 20 square kilometre island in Lac de Gras, approximately 300 kilometres by air northeast of Yellowknife. It is a place that is as remote as it can get, yet people live and work there. Hear from X what initiatives Diavik has undertaken to ensure the 3Rs.

- Focus on hiring locally – 40% Aboriginal employment and 66% northern employment
- Providing a working and living environment at the mine site that is in concert with the company's core value of respect for others
- Offering a competitive compensation package and good career growth prospects
- Being respectful of varied cultures and ensuring a sense of community exists in our day to day business
- Ensuring that safety is the #1 priority
- Encouraging sustainability through apprenticeships, Aboriginal Leadership Development Program

[Case Study]

3:45 Securing Senior Management Buy-In to Implement a Proactive and Holistic HR Plan

Gordon Vivian, VP, Concord Well Servicing (invited)

Concord Well Servicing has implemented a proactive and aggressive HR strategy which has been allowed to work because senior management has seen the importance in it and can measure its success with quantifiable data. Their clients have seen the benefits of the plan and have also come onboard.

- Identifying areas of concentration with a needs analysis
- Creating drivers for building and maintaining a dedicated workforce
- Planning for succession, at both the employer and employee level
- Taking a big picture approach: seeing beyond the best interests of the company to the best interests of the industry
- Recognizing the potential within the wider remote worker spectrum to "share" seasonal workers
- Keeping the plan in line with the founding principles and values of the company

4:30 Chair's Recap and Conference Adjourns

THURSDAY, FEBRUARY 23

8:30 Coffee Served

9:00 Chair's Opening Remarks

9:15 Cross-Industry Best Practices Roundtable

Moderator: Roberta Clement, Regional HR Consulting Manager, Meyers Norris Penny LLP (invited)

Roundtable:

Darryl Bass, HR, Cameco Corporation (proposed)

Jay Falconi, Manager of Recruitment, Syncrude (proposed)

Nancy Foster, VP of HR and Corporate Service, Nexen (proposed)

David Fulton, HR Manager, Shell Canada Limited (proposed)

Representatives from a wide range of industries who employ workers for remote locations will meet to exchange ideas, policies, and procedures.

- Strategies for Recruiting and Retaining remote workers
- Marketing the job, not "selling" it
- Working with local communities to create more viable living scenarios
- Securing senior management buy-in for HR initiatives
- Painting the picture with broad strokes: tying the labour issues to the business model
- Keeping employees engaged
- Creating incentives beyond the paycheck
- Bridging cultural gaps for a diverse workforce
- Outreach: provincial, national, and international

10:30 Coffee Break

(Case Study)

10:45 No Fixed Address: Social, Health, and Safety Implications for Remote Camp Workers

Neil Jones, HR Superintendent, Eskay Mine, Barrick Mines (invited)

The Eskay Creek mine is located in northwestern BC, approximately 80 kilometres north of Stewart. The mine produces gold and silver, and employs around 144 employees and 200 contractors. Neil Jones manages the unique challenges faced at a remote site.

- Transporting employees from coast to coast
- "Dry Camp" – theory and practice

- Two weeks in/two weeks out – who is my real family?
- Zero incident safety culture – asking for what you want
- Recruitment and retention – geographic attachment
- First Nations Relationships – commitments and legacy

(Panel)

11:30 Partnering Industry and Community to Improve Work-Life Balance for Remote Workers

John Watt, Mayor, Rainbow Lake, AB (invited)

Ron Arnison, Rainbow Lake District Manager, Husky Energy (invited)

TBD, Samson Canada Ltd. (proposed)

Lisa Wardley, Councillor, Municipal District 23, Zama City, AB (invited)

- Identifying areas of life balance critical to attracting and retaining remote workers
- Instilling feelings of ownership and belonging within the workplace and its environs
- Fulfilling the needs of the atypical remote worker; creating attractions for spouses and families
- Transcending the transient mentality to build foundations for settlement and growth

12:15 Networking Luncheon for Speakers and Delegates

[Perspective]

1:30 Leveraging Education, Skills and Knowledge Development to Overcome the Skilled Labour Shortages in Atlantic Canada

Eugene Aucoin, Director, Human Resources Development, Atlantic Canada Opportunities Agency (invited)

The Atlantic Canada Opportunities Agency (ACOA) is a federal agency dedicated to regional economic development. A recent government-wide employee survey showed ACOA to be the best place to work in the Public Service of Canada and second overall for access to learning. It was also listed among Canada's top employers in 2003 and 2004. Despite being located away from Canada's larger centers, ACOA is bucking the "brain drain" trend. Competitions consistently attract many hundreds of world class candidates, including some who have even accepted salary cuts, and there is very little turnover. Eugène Aucoin has literally travelled the World explaining how they do it, and to present other related topics.

- What do top candidates, including young recruits, look for in an organization today?

- What are today's top recruitment strategies?
- Retention: How do you keep the talent within your organization once you've hired it? Top retention strategies and concrete suggestions.
- Modern-day learning strategies to overcome the skilled labour shortages in remote areas.
- Making the new workplace work for you: trends and predictions.

(Case Study)

2:15 Creating Community: TransAlta's TACT Program

Charline Boudreau, Manager, Community Investment Program, TransAlta

Winner of the CPRS Town Crier Award, this employee-driven donations committee allows workers to give back and invest in their community. With the pilot program in Fort McMurray flourishing, the company is branching out the initiative to other locations.

- Fostering belonging and kinship between employees and their communities
- Raising stakes for ownership and pride
- Weaving employees into the fabric of their surroundings
- Success stories from the program

2:45 Networking Coffee Break

3:00 SOS: Breaking The Stigma of Reaching Out

Karen Gooden, Executive Director, SOS Crisis Line, Fort McMurray

- Recognizing the hardships of remote location living beyond the physical demands
- Reading the signs of a co-worker in trouble
- Encouraging outreach and emotional disclosure
- Signposts and safe havens for remote workers
- Paths to self-awareness and self-help in dealing with emotional trauma

3:45 Cultivating a Skilled Workforce: Learning Initiatives to attract and retain employees

Ron Yanew, Manager, Industry Programs and Standards, AIT

Bev Hillhorst, Principal of District Programs, Fort Vermillion School Division

The AIT is Alberta's industry-driven department geared to create and facilitate a knowledgeable and skilled workforce. Recently, the AIT recognized Rig

Technician as a trade, and the ripple effect of this decision, and other AIT programs, can bode well for the province and the industry.

The Fort Vermillion School Division has created The Learning Store, an outreach program that strives to promote and facilitate practical work training for high school students while keeping them on track to graduate.

- How AIT's programs can aid in HR Planning: Built in mechanisms for
 - Employee attraction
 - Employee Engagement
 - Employee Retention
- The benefits of remote learning opportunities
- How AIT incentives benefit both the labourer and the employer
- Enhancing career options through scholarships
- Instilling a tiered growth system to retain employees in the sector

4:30 Chair's Closing Remarks & Conference Concludes

TUESDAY, FEBRUARY 21 – 1:30-5:30 PM

Interactive Learning Session A

Building your workforce by attracting and retaining foreign workers: Alberta Economic Development's Foreign Worker Readiness Information Seminar

Leader: Alice Wong, Alberta Economic Development (invited)

Alberta employers who are unable to fill skilled job vacancies can benefit from workshops on the process and benefits of hiring skilled foreign workers on either a temporary or permanent basis.

Practical information to help with the recruitment and application process:

- Why hire a temporary foreign worker?
- What are the procedures to follow?
- How long will the process take?
- What are the immigration guidelines?
- Do you want to retain your foreign workers? Learn about the Provincial Nominee Program
- Learn from the experiences of Alberta employers

FRIDAY, FEBRUARY 24 – 9:00-12:30

Interactive Learning Session B

Using Performance Measurement to Demonstrate Accountability of the HR Function in Your Organization

Invited Workshop Leader: Mark Frein, Professor, Simon Fraser University (invited)

Over the next few years, you will need to invest in tools and strategies to cope with the human resources challenges facing your organization. As you make more investments into building your organization's human and knowledge capital, questions of accountability, measurement and solid assessment become more urgent. Performance measurement can help the HR function demonstrate accountability for the investments made into HR Management tools. This workshop will provide tools, tips and techniques to develop and implement a performance measurement framework within your organization to enable you to demonstrate the value of your function to senior management.

- Using performance measurement to demonstrate accountability for resources used for the HR function
- What are the challenges in implementing performance measurement for the evaluation of the HR function?
 - selling measurement to senior management
 - gaining employee buy-in for measurement
 - assigning attribution to the HR function
- Defining measurable objectives in line with strategic objectives
- Choosing measurement indicators and outcome measures to reflect objectives
- Analysing data to produce meaningful information that can be acted upon
- Providing concise and relevant results to senior management to communicate the value of the HR function
- Developing benchmarks against which to compare and improve performance
- Measuring performance on an ongoing basis to ensure that you are continually improving

Sign up for this comprehensive, case study based workshop and walk away with the tools to enable more rigorous measurement of your HR initiatives!