

**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING**

**Tuesday, March 8, 2011  
10:00 a.m.**

**Conference Room  
Zama County Office, Alberta**

**AGENDA**

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<b>CALL TO ORDER:</b>	1.	a) Call to Order	
<b>AGENDA:</b>	2.	a) Adoption of Agenda	
<b>ADOPTION OF PREVIOUS MINUTES:</b>	3.	a) Minutes of the February 23, 2011 Regular Council Meeting	9
<b>BUSINESS ARISING OUT OF THE MINUTES:</b>	4.	a) b)	
<b>DELEGATIONS:</b>	5.	a) Grow North – 1:00 p.m. b)	
<b>GENERAL REPORTS:</b>	6.	a) Community Sustainability Committee Meeting Minutes – December 13, 2010	23
		b) Mackenzie Housing Management Board Meeting Minutes – January 31, 2011	29
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		e) Agricultural Land Use Planning Committee Meeting Minutes – November 2, 2010 and February 2, 2011	61
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<b>PUBLIC HEARINGS:</b>	Public Hearings are scheduled for 1:00 p.m.		
	7.	a) Bylaw 795-11 Land Use Bylaw Amendment to Rezone Part of SE 21-110-15-W5M from Agricultural District 1 "A1" to Rural Industrial District 1 "R11" (Fitler Pit Area)	89
		b)	
<b>TENDERS:</b>	8.	a)	
		b)	
<b>COUNCIL COMMITTEE, CAO AND DIRECTORS REPORTS:</b>	9.	a) Council Committee Reports	
		b) CAO and Director Reports	105
<b>CORPORATE SERVICES:</b>	10.	a) Policy ADM033 Personal Vehicle Allowance Rate Structure	125
		b) 2010 Capital Projects – Over Budget	129
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<b>OPERATIONAL SERVICES:</b>	11.	a) Gravel Tender	143
		b) Truck Purchase – Incoming CAO	145
		c)	

- d)
- e)
- PLANNING & DEVELOPMENT:** 12. a) Bylaw 800-11 Land Use Bylaw Amendment to Rezone Plan 942 2756, Block 21, Lot 13 from Mobile Home Subdivision District 2 "MHS2" to Hamlet Residential District 1 "HR1" (La Crete) 147
- b) Bylaw 801-11 Road Closure Bylaw – Forestry Road FRD 570002 157
- c)
- d)
- EMERGENCY & ENFORCEMENT SERVICES:** 13. a)
- b)
- INFORMATION / CORRESPONDENCE:** 14. a) Information/Correspondence Items 159
- IN CAMERA SESSION:** 15. a) Personnel
- b) Ambulance Buildings Negotiations with AHS
- c) Temporary Road within N ½ 26-104-14-W5M to Part of SE 26-104-14-W5M (Plan 002 3789, Block 1, Lot 1) (Savage Prairie Area) (Bylaw 783-10)
- d)
- e)
- NEXT MEETING DATE:** 16. a) Regular Council Meeting  
Wednesday, March 30, 2011  
10:00 a.m.  
Conference Room, La Crete County Office
- ADJOURNMENT:** 17. a) Adjournment





# MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>March 8, 2011</b>
<b>Presented By:</b>	<b>William Kostiw, Chief Administrative Officer</b>
<b>Title:</b>	<b>Minutes of the February 23, 2011 Regular Council Meeting</b>

**BACKGROUND / PROPOSAL:**

Minutes of the February 23, 2011 Regular Council meeting are attached.

**OPTIONS & BENEFITS:**

**COSTS & SOURCE OF FUNDING:**

**RECOMMENDED ACTION:**

That the minutes of the February 23, 2011 Regular Council meeting be adopted as presented.

Author: C. Gabriel Review by: \_\_\_\_\_ CAO \_\_\_\_\_

( )

**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING**

**Wednesday, February 23, 2011  
4:00 p.m.**

**Conference Room  
La Crete County Office, Alberta**

**PRESENT:**

Bill Neufeld	Reeve
Walter Sarapuk	Deputy Reeve
Jacque Bateman	Councillor
Peter F. Braun	Councillor (via teleconference)
Elmer Derksen	Councillor
Dicky Driedger	Councillor
John W. Driedger	Councillor
Odell Flett	Councillor
Eric Jorgensen	Councillor
Lisa Wardley	Councillor

**REGRETS:**

**ADMINISTRATION:**

William (Bill) Kostiw	Chief Administrative Officer
Joulia Whittleton	Director of Corporate Services
John Klassen	Director of Operations South
Al Hoggan	Director of Operations North
Marion Krahn	Supervisor of Planning & Development
Carol Gabriel	Executive Assistant

**ALSO PRESENT:** Members of the media and the public.

Minutes of the Regular Council meeting for Mackenzie County held on February 23, 2011 at the Conference Room, La Crete County Office, Alberta.

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

Reeve Neufeld called the meeting to order at 4:02 p.m.

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

**MOTION 11-02-168** **MOVED** by Councillor D. Driedger

That the agenda be adopted with the following additions:

10. j) Grow North

10. k) Provincial Land Use Framework

15. e) Lift Station to Serve NE 10-106-15-W5M, NW 11-106-15-W5M and SW 11-106-15-W5M (La Crete)

**CARRIED**

**ADOPTION OF  
PREVIOUS MINUTES:**

3. a) **Minutes of the February 8, 2011 Regular Council Meeting**

**MOTION 11-02-169**

**MOVED** by Councillor Wardley

That the minutes of the February 8, 2011 Regular Council meeting be adopted as presented.

**CARRIED**

**BUSINESS ARISING  
OUT OF THE MINUTES:**

4. a) **None**

**GENERAL REPORTS:**

6. a) **Municipal Planning Commission Meeting Minutes January 7, 2011**

**MOTION 11-02-170**

**MOVED** by Councillor J. Friedger

That the Municipal Planning Commission meeting minutes of January 7, 2011 be received for information.

**CARRIED**

**PUBLIC HEARINGS:**

7. a) **None**

**TENDERS:**

8. a) **Tender for 2011 Gravel Crushing and Stockpiling at Fidler, North Vermilion, West La Crete & Tompkins – 4:00 p.m.**

8. b) **Tender for 2011 Gravel Supply – Tompkins Area – 4:00 p.m.**

**MOTION 11-02-171**

**MOVED** by Councillor Derksen

That the tenders for the 2011 Gravel Crushing and Stockpiling at Fidler, North Vermilion, West La Crete & Tompkins be opened.

**CARRIED**



Tenders Received:

Schedule A Fitter Pit	Schedule B North Vermilion Pit	Schedule C West La Crete Pit	Schedule D Tompkins Pit	Total	Gravel Supply for Tompkins Area
<del>Kneisen Sand &amp; Gravel</del>					
265,500.00	511,250.00	384,500.00	424,000.00	1,585,250.00	9.80 per ton
<del>Tompkins Sand &amp; Gravel Ltd</del>					
-	-	-	-	-	9.72 per ton

**MOTION 11-02-172**

**MOVED** by Councillor J. Driedger

That the 2011 Gravel Crushing and Stockpiling at Fitter, North Vermilion, West La Crete & Tompkins tender be awarded to the lowest qualifying tender.

**CARRIED**

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

9. a) None

**CORPORATE  
 SERVICES:**

10. a) Bylaw 797-11 Fee Schedule Bylaw

**MOTION 11-02-173**  
 (requires 2/3)

**MOVED** by Councillor Wardley

That third reading be given to Bylaw 797-11 being the Fee Schedule Bylaw.

**CARRIED**

10. b) Policy ADM048 Handi-Van Use Policy

**MOTION 11-02-174**

**MOVED** by Councillor Braun

That Policy ADM048 Handi Van Use Policy be amended as presented.

**CARRIED**

8. c) Sale of Land – Plan 052 2048, Block 4, Lot 3 (Lake Side Estates – La Crete) – 4:30 p.m.

**MOTION 11-02-175**

**MOVED** by Councillor Braun

That the minimum sale value of Plan 052 2048, Block 4, Lot 3 be established as 80% of the appraised value.

**CARRIED**

**MOTION 11-02-176**

**MOVED** by Deputy Reeve Sarapuk

That the tenders for Sale of Land – Plan 052 2048, Block 4, Lot 3 (Lake Side Estates – La Crete) be opened.

**CARRIED**

Tenders Received:

Edward & Anna Harder	\$10,250.00
George & Frieda Boehlig	\$80,500.00
George & Frank Goertzen	\$35,000.00

**MOTION 11-02-177**

**MOVED** by Councillor Wardley

That all bids for the sale of Plan 052 2048, Block 4, Lot 3 be rejected.

**CARRIED**

10. c) **Building on Strength: A Proposal for Municipal Sustainability for Alberta**

**MOTION 11-02-178**

**MOVED** by Councillor Wardley

That the County's response regarding the proposed Municipal Sustainability Strategy be sent as presented.

**CARRIED**

**MOTION 11-02-179**

**MOVED** by Deputy Reeve Sarapuk

That Council along with Administration undertakes the sustainability self-assessment on an annual basis in conjunction with the annual business/strategic planning sessions.

**CARRIED**

Reeve Neufeld recessed the meeting at 4:54 p.m. and reconvened the meeting at 5:08 p.m.

**DELEGATIONS:**

**5. a) Peace Library System – 5:00 p.m.**

Presentation was given by Linda Duplessis, Director for Peace Library System on the benefits of a Peace Library System membership.

Reeve Neufeld recessed the meeting at 6:07 p.m. and reconvened the meeting at 6:32 p.m.

**5. b) Mackenzie Destination Marketing Organization – 5:30 p.m.**

Presentation was given by Beth Kappelar, Interim Co-Chair of the Mackenzie Destination Marketing Organization.

**MOTION 11-02-180**

**MOVED** by Councillor J. Driedger

That the current Peace Library System services within Mackenzie County remain status quo.

Councillor J. Driedger requested a recorded vote.

**In Favor:**

Councillor Derksen  
Councillor J. Driedger  
Councillor D. Driedger  
Reeve Neufeld  
D. Reeve Sarapuk  
Councillor Wardley  
Councillor Braun

**Opposed:**

Councillor Bateman  
Councillor Jorgensen  
Councillor Flett

**CARRIED**

**MOTION 11-02-181**

**MOVED** by Councillor Bateman

That the County pays for library services for Ward 9 residents to access full services at the High Level Municipal Library with funding coming from the general operating reserve.

Councillor J. Driedger requested a recorded vote.

**In Favor:**

Councillor Bateman  
Councillor Jorgensen  
Councillor Flett

**Opposed:**

Councillor Derksen  
Councillor J. Driedger  
Councillor D. Driedger  
Reeve Neufeld

D. Reeve Sarapuk  
Councillor Wardley  
Councillor Braun

**DEFEATED**

**10. d) 2009 Financial Information Graphs**

**MOTION 11-02-182**

**MOVED** by Councillor Jorgensen

That the 2009 Financial Indicator Graphs be deferred to the March 2, 2011 Council workshop.

**CARRIED**

**10. e) Appointment of Members at Large to County Boards/Committees**

**MOTION 11-02-183**

**MOVED** by Councillor Wardley

That Ray Toews be appointed to the Subdivision and Development Appeal Board for the remainder of a one-year term ending October 2011.

**CARRIED**

**MOTION 11-02-184**

**MOVED** by Councillor Braun

That the following Subdivision and Development Appeal Board members also be appointed to the Inter-municipal Subdivision and Development Appeal Board.

1. Richard Marshall
2. Joe Peters

**DEFEATED**

**MOTION 11-02-185**

**MOVED** by Councillor Wardley

That the following Subdivision and Development Appeal Board members also be appointed to the Inter-municipal Subdivision and Development Appeal Board.

1. Ray Toews
2. Joe Peters

**CARRIED**

**10. f) 2011 Regional ASB Conference**

**MOTION 11-02-186**

**MOVED** by Councillor D. Driedger

That the 2011 Regional ASB Conference be received for information.

**CARRIED**

**10. g) FCM Annual Conference – June 3 – 6, 2011**

**MOTION 11-02-187**

**MOVED** by Councillor Braun

That the FCM Annual Conference be received for information.

**CARRIED**

**10. h) Creating Rural Connections 2011 Conference**

**MOTION 11-02-188**

**MOVED** by Councillor Wardley

That the Education Committee members be authorized to attend the Creating Rural Connections 2011 Conference from April 12 – 14, 2011 in Edmonton.

**CARRIED**

**10. i) Heavy Equipment Operator Training (Certified)**

**MOTION 11-02-189**

**MOVED** by Councillor Derksen

That the Heavy Equipment Operator Certificate Program be received for information.

Councillor J. Driedger requested a recorded vote.

**In Favor:**

Councillor J. Driedger  
Councillor Braun  
Councillor Derksen  
Reeve Neufeld

**Opposed:**

Councillor Bateman  
Councillor D. Driedger  
D. Reeve Sarapuk  
Councillor Wardley  
Councillor Jorgensen  
Councillor Flett

**DEFEATED**

**MOTION 11-02-190**

**MOVED** by Councillor Braun

That the Heavy Equipment Operator Certificate Program be TABLED for further for information.

**DEFEATED**

**MOTION 11-02-191**

**MOVED** by Councillor Wardley

That administration research the Heavy Equipment Operator Certificate program and bring back options within the next 60 days.

**CARRIED**

**10. j) Grow North (ADDITION)**

**MOTION 11-02-192**

**MOVED** by Councillor Wardley

That Grow North Inc. be added to the March 8, 2011 Council meeting agenda.

**CARRIED**

**10. k) Provincial Land Use Framework (ADDITION)**

**MOTION 11-02-193**

**MOVED** by Councillor Wardley

That the County endorses Greg Newman as a representative on the Provincial Land Use Framework committee.

**CARRIED**

Reeve Neufeld recessed the meeting at 7:38 p.m. and reconvened the meeting at 7:48 p.m.

**MOTION 11-02-194**

**MOVED** by Councillor Braun

That the Mackenzie Destination Marketing Organization (DMO) presentation be received for information.

**CARRIED UNANIMOUSLY**

**OPERATIONAL SERVICES:**

**11. a) Policy PW004 Winter Road Maintenance/Snow Plow Flag Policy**

**MOTION 11-02-195**

**MOVED** by Deputy Reeve Sarapuk

That Policy PW004 Winter Road Maintenance /Snow Plow Flag Policy be approved as amended.

**CARRIED**

**MOTION 11-02-196**

**MOVED** by Councillor Flett

That Policy FIN015 Sale of Rural Snowplow Flags and Policy FIN020 Rural Snowplow Flags and Senior Citizens and/or Handicapped Persons be rescinded.

**CARRIED**

**11. b) Senior/Handicapped Snow Plow Flag Lists**

**MOTION 11-02-197**

**MOVED** by Councillor Bateman

That the Senior/Handicapped Snow Plow Flag Lists be received for Information.

**CARRIED**

**11. c) Change to La Crete Waste Transfer Station Hours**

**MOTION 11-02-198**

**MOVED** by Councillor Wardley

That the change to the La Crete Waste Transfer Station hours of operation be approved as presented.

**CARRIED**

**PLANNING &  
DEVELOPMENT:**

**12. a) Policy DEV001 Urban Development Standards**

**MOTION 11-02-199**

**MOVED** by Deputy Reeve Sarapuk

That Policy DEV001 Urban Development Standards be adopted as amended.

**CARRIED**

**EMERGENCY &  
ENFORCEMENT  
SERVICES:**

**13. a) None**

**INFORMATION /  
CORRESPONDENCE:**

**14. a) Information/Correspondence Items**

**MOTION 11-02-200**

**MOVED** by Councillor Braun

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

**CARRIED**

**IN CAMERA SESSION:**

**MOTION 11-02-201**

**MOVED** by Councillor D. Driedger

That Council move in-camera to discuss issues under the Freedom of Information and Protection of Privacy Regulations 18 (1) at 8:11 p.m.

15. a) Land Negotiations (First Nations Consultations)

15. b) Legal Update

15. c) Contractor Negotiations

15. d) Personnel

15. e) Lin. Station to Serve NE 10-106-15-W5M, NW 11-106-15-W5M and SW 11-106-15-W5M (La Crete)

**CARRIED**

**MOTION 11-02-202**

**MOVED** by Councillor Jorgensen

That Council move out of camera at 9:06 p.m.

**CARRIED**

**IN CAMERA SESSION:**

**15. a) Land Negotiations (First Nations Consultations)**

**MOTION 11-02-203**

**MOVED** by Councillor Bateman

That the land negotiations and First Nations consultations be received for information.

**CARRIED**

**MOTION 11-02-204**

**MOVED** by Councillor J. Driedger

That the County proceed with the closure of Forestry Road FRD 570002.



**CARRIED**

**15. b) Legal Update**

**MOTION 11-02-205**

**MOVED** by Councillor Derksen

That the legal update be received for information.

**CARRIED**

**15. c) Contractor Negotiations**

**MOTION 11-02-206**

**MOVED** by Councillor J. Driedger

That the Tompkins ice-bridge contract changes be approved as discussed.

**CARRIED**

**MOTION 11-02-207**

**MOVED** by Councillor Flett

That administration obtain additional information regarding the detailed engineering costs for the Tompkins crossing bridge.

**CARRIED**

**15. d) Personnel**

**MOTION 11-02-208**

**MOVED** by Councillor Derksen

That the personnel update be received for information.

**CARRIED**

**15. e) Lift Station to Serve NE 10-106-15-W5M, NW 11-106-15-W5M and SW 11-106-15-W5M (La Crete)  
(ADDITION)**

**MOTION 11-02-209**

**MOVED** by Councillor Bateman

That administration be authorized to release a payment of \$100,000.00 being a portion of the County's share of the actual costs for the construction of a lift station as described in Bylaw 756/10 in the Hamlet of La Crete.

**CARRIED**

**NEXT MEETING DATE:** 16. a) Regular Council Meeting  
Tuesday, March 8, 2011  
10:00 a.m.  
County Office, Zama, AB

**MOTION 11-02-210** **MOVED** by Councillor Derksen  
That all Council meetings begin at 10:00 a.m.

**CARRIED**

**MOTION 11-02-211** **MOVED** by Councillor Jorgensen  
That William Kostiw remain as the Chief Administrative Officer until Roy Brideau arrives on April 18, 2011.

**CARRIED**

**ADJOURNMENT:** 17. a) Adjournment

**MOTION 11-02-212** **MOVED** by Councillor Flett  
That the regular council meeting be adjourned at 9:32 p.m.

**CARRIED**

These minutes will be presented to Council for approval on March 8, 2011.

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Bill Neufeld  
Reeve

---

William Kostiw  
Chief Administrative Officer



## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>March 8, 2011</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Director of Corporate Services</b>
<b>Title:</b>	<b>Community Sustainability Committee Meeting Minutes – December 13, 2010</b>

### **BACKGROUND / PROPOSAL:**

Information item. The adopted minutes of the December 13, 2010 meeting are attached.

### **OPTIONS & BENEFITS:**

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

### **RECOMMENDED ACTION:**

That the Community Sustainability Committee meeting minutes of December 13, 2010 be received for information.

**Author:** C. Gabriel      **Review By:** \_\_\_\_\_ **CAO** \_\_\_\_\_



**Mackenzie County  
Community Sustainability Committee Meeting  
Monday, December 13, 2010, 10:00 a.m.  
Meeting Room, La Crete Office**

**PRESENT:** Peter Braun Councillor  
Lisa Wardley Councillor  
Jacqueline Bateman Councillor  
Erik Jorgensen Councillor

**ALSO PRESENT:** William Kostiw Chief Administrative Officer  
Joulia Whittleton Director of Corporate Services

**ABSENT:**

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

William Kostiw, CAO called the meeting to order at 10:15 a.m.

**ORGANIZATIONAL:** 2. a) **Election of Chair**

William Kostiw, CAO call for Chair nomination. Councillor Braun nominated Councillor Wardley. No other nominations were received.

**MOTION 001/10** **MOVED** by Councillor Bateman

That the Chair nominations be ceased.

**CARRIED**

Councillor Wardley is declared the Chair.

b) **Election of Vice-Chair**

William Kostiw, CAO call for Vice-Chair nomination. Councillor Jorgensen nominated Councillor Bateman. No other nominations were received. Councillor Braun ceased the nominations.

**MOTION 002/10** **MOVED** by Councillor Braun

That the Vice-Chair nominations be ceased.

**CARRIED**

Councillor Bateman is declared the Vice-Chair.

**ADOPTION  
OF AGENDA:**

3. a) **Adoption of Agenda**

**MOTION 003/10** **MOVED** by Councillor Bateman

That the agenda be approved with the addition of:

- d) Brownfields Reclamation
- e) 2009 Financial Indicator Graphs

**CARRIED**

**MINUTES:** 4. a) **None**

**DELEGATIONS:** 5. a) **None**

**BUSINESS:** 6. a) **Terms of Reference - Community Sustainability  
Committee**

**MOTION 004/10** **MOVED** by Councilor Braun

That a recommendation be taken to Council to establish and approve the Community Sustainability Committee Terms of Reference as amended.

**CARRIED**

Bill Neufeld, Reeve arrived at 10:35 a.m.

b) **Key Performance indicators**

**MOTION 005/10** **MOVED** by Councilor Jorgensen

That Administration makes a list of the 2011 action items and that the list be reviewed by the Committee at the next meeting.

**CARRIED**

**MOTION 006/10** **MOVED** by Councilor Jorgensen

That a recommendation be taken to Council to request the Terms of References, listing of goals and specific activities in progress from the external organizations (non-County committees and boards to which a County Councilor(s) have been appointed) and that the County respectfully requests the external organizations' minutes be submitted for Council's information on regular basis.

**CARRIED**

c) **Building on Strength: A proposal for Municipal Sustainability in  
Alberta**

**MOTION 007/10**      **MOVED** by Councilor Wardley

That the Committee members review the Building on Strength: A proposal for Municipal Sustainability for Alberta documents and bring their comments to the January 2011 meeting.

**CARRIED**

**d)      Brownfields Reclamation**

The Committee discussed the measures that should be addressed in the County's Land Use Bylaw and other planning documents for preventing the brownfields in the County.

**MOTION 008/10**      **MOVED** by Councillor Braun

That the brownfields reclamation be accepted for information.

**CARRIED**

**e)      2009 Financial Indicator Graphs**

**MOTION 009/10**      **MOVED** by Councillor Bateman

That the 2009 Financial Indicator Graphs be accepted for information.

**CARRIED**

**NEXT MEETING DATE:**

**6.      Next Meeting Date**

The next meeting date will be January 13, 2011 at 12:00 p.m. in La Crete.

**ADJOURNMENT:**      **7.      a)      Adjournment**

**MOTION 010/10**      **MOVED** by Councillor Braun

That the Community Sustainability Committee meeting be adjourned at 12:12 p.m.

**CARRIED**

These minutes were adopted this January 24, 2011.

\_\_\_\_\_  
Lisa Wardley, Chair, Councilor

\_\_\_\_\_  
Joulia Whittleton,  
Director of Corporate  
Services/Recording Secretary







## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>March 8, 2011</b>
<b>Presented By:</b>	<b>William Kostiw, Chief Administrative Officer</b>
<b>Title:</b>	<b>Mackenzie Housing Management Board Meeting Minutes – January 31, 2011</b>

### BACKGROUND / PROPOSAL:

Information item. The adopted minutes of the January 31, 2011 meeting are attached.

### OPTIONS & BENEFITS:

### COSTS & SOURCE OF FUNDING:

### RECOMMENDED ACTION:

That the Mackenzie Housing Management Board meeting minutes of January 31, 2011 be received for information.

**Author:** C. Gabriel      **Review By:** \_\_\_\_\_ **CAO** \_\_\_\_\_



**MACKENZIE HOUSING MANAGEMENT BOARD  
REGULAR BOARD MEETING  
January 31, 2011 – 10:00 A.M.  
Fireside Room – Heimstaed Lodge**

**In Attendance:** George Friesen, Chair  
John W. Driedger, Vice Chair  
Abe Peters  
Ellis Forest  
Peter Wieler  
Shirley Rechlo  
Dawn Moberly  
Reuben Derksen  
Wally Olorenshaw

**Regrets:** Dave Neufeld

**Administration:** Barb Spurgeon, Chief Administrative Officer  
Dorothy Klassen, Lodge Manager  
Lisa Unruh, Executive Assistant  
Lloyd Janzen, Kitchen Supervisor

**Call to Order:** Chair George Friesen called the Board meeting to order at 10:00 a.m.

**Agenda:** Approval of Agenda

11-001 Moved by John W. Driedger

That the agenda be amended as follows:  
Move item 8.1 to 6.1 In Camera

Carried

Wally Olorenshaw entered the meeting at 10:02 a.m.

**Minutes:** **November 29, 2010 Board Meeting**

11-002 Moved by Peter Wieler

That the minutes of the November 29, 2010 regular Board meeting be approved as distributed.

Carried

Dawn Moberly entered the meeting at 10:20 a.m.

**Reports:** **CAO Report**

11-003 Moved by Ellis Forest

That the Chief Administrative Officer report be accepted for information.

Carried

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

11-004 Moved by Abe Peters

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

Carried

**Lodge – December 31, 2010**

11-005 Moved by John W. Driedger

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

Carried

**Assisted Care – December 31, 2010**

11-006 Moved by Peter Wieler

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

Carried

11-007 Moved by John W. Driedger

That \$7649.79 be written off in Housing as Bad Debt.

Carried

**Arrears Report**

11-008 Moved by Peter Wieler

That the December 2010 arrears report be received for information.

Carried

Chairman Friesen recessed the regular board meeting at 11:05 a.m.

Chairman Friesen reconvened the regular board meeting at 11:11 a.m.

**In Camera**

**Pay Grids**

11-009 Moved by Wally Olorenshaw

That consideration be given to move in camera at 11:12 a.m.

Carried

- 11-010                      Moved by Ellis Forest
- That consideration be given to move out of in-camera at 12:32 p.m.
- Carried
- 11-011                      Moved by Peter Wieler
- That the 2011 pay grids be approved as presented.
- Carried
- New Business:              Board Member Honorariums and Expenses**
- 11-012                      Moved by Reuben Derksen
- That the correspondence on Board Member Honorariums and Expenses be received for information.
- Carried
- Governance Policies**
- 11-013                      Moved by John W. Driedger
- That Policy GOV-016 Board Staff Relationships be approved as presented.
- That Policy GOV-017 Employee Grievance Policy be approved as presented.
- Carried
- Health Care Contract**
- 11-014                      Moved by Dawn Moberly
- That the signed contract with Alberta Health Services be accepted for information.
- Carried

**Assisted Living Proposed 2011 Budget**

11-015

Moved by John W. Driedger

That the proposed 2011 budget for the assisted living program be approved.

Carried

**Proposed Lodge Budget 2011**

11-016

Moved by Peter Wieler

That the 2011 Lodge Budget be tabled for next meeting.

Carried

**Continuing Care Standards Audit**

11-017

Moved by Ellis Forest

That the Continuing Care Standards Audit Report be received for information.

Carried

**Pet Therapy Program**

11-018

Moved by Shirley Rechlo

That policy LDG-036 Pet Therapy Program be approved as presented.

Carried

**Resident Concerns Resolution Protocol**

11-019

Moved by Peter Wieler

That Policy GOV-018 Resident Concerns Resolution Protocol be adopted as presented.

Carried

**Response from Health Minister**

11-020

Moved by Peter Wieler

That the correspondence from the Deputy Minister of Health regarding the 2009 deficit be received for information.

Carried

**Lodge Assistance Program**

11-021

Moved by Abe Peters

That correspondence from the Minister of Seniors and Community Supports regarding increases to the Lodge Assistance Program and Special Service Grant be received for information.

Carried

Wally Olorenshaw left the meeting at 2:03 p.m.

**Establishment of Residency**

11-022

Moved by John W. Driedger

That Policy HOU-001 Establishment of Residency be amended as presented.

Carried

**ASCHA Convention & Tradeshow Agenda**

11-023

Moved by John W. Driedger

That Board members be authorized to attend the 2011 ASCHA Convention & Tradeshow in Edmonton which is scheduled for March 14 – 16, 2011.

Carried



Board Minutes  
January 31, 2011

**Information Items:**

11-024                      Moved by Ellis Forest

That the following items be accepted for information:

Bank reconciliation for November 2010  
Bank reconciliation for December 2010

Carried

**Next Meeting Date:**      Regular Board Meeting  
February 28, 2011 - 10:00 a.m.  
Fireside Room – Phase I  
Heimstaed Lodge

**Adjournment:**

11-025                      Moved by Peter Wieler

That the board meeting of January 31, 2011 be adjourned at  
2:17 p.m.

Carried

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George Friesen, Chair

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Lisa Unruh, Executive Assistant





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>March 8, 2011</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Director of Corporate Services</b>
<b>Title:</b>	<b>Finance Committee Meeting Minutes – January 10, 2011</b>

### BACKGROUND / PROPOSAL:

Information item. The adopted minutes of the January 10, 2011 meeting are attached.

### OPTIONS & BENEFITS:

### COSTS & SOURCE OF FUNDING:

### RECOMMENDED ACTION:

That the Finance Committee meeting minutes of January 10, 2011 be received for information.

**Author:** C. Gabriel      **Review By:** \_\_\_\_\_ **CAO** \_\_\_\_\_



**Mackenzie County  
Finance Committee Meeting  
Monday, January 10, 2011  
Conference Room, La Crete Office**

**PRESENT:** Peter Braun Chair, Councillor  
Lisa Wardley Vice Chair, Councillor  
Bill Neufeld Reeve  
Walter Sarapuk Deputy Reeve

**ALSO PRESENT:** William Kostiw Chief Administrative Officer  
Joulia Whittleton Director of Corporate Services

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

Chair Braun called the meeting to order at 2:00 p.m.

**ADOPTION  
OF AGENDA:**

3. a) **Adoption of Agenda**

**MOTION 001/11** **MOVED** by Councillor Wardley

That the agenda be approved as amended.

**CARRIED**

**MINUTES:**

4. a) **Minutes from Committee Meeting on December 3, 2010**

**MOTION 002/11** **MOVED** by Councillor Wardley

That the minutes of December 3, 2010 Finance Committee Meeting be approved as presented.

**CARRIED**

**BUSINESS:**

5. a) **Council Honorariums & Expense Claims**

**MOTION 003/11** **MOVED** by Councillor Wardley

That the Councilors Honorariums and Expense Claims be received for information as discussed.

**CARRIED**

**MOTION 004/11** **MOVED** by Reeve Neufeld

That the meeting be moved into camera (2:08 p.m.).

**CARRIED**

**MOTION 005/11**      **MOVED** by Reeve Neufeld

That the meeting be moved out of camera (4:45 p.m.).

**CARRIED**

b)      **Out-of-Scope Personnel Performance Evaluations**

**MOTION 006/11**      **MOVED** by Deputy Reeve Sarapuk

That CAO be instructed to proceed with completing and concluding the Directors performance evaluations.

**CARRIED**

c)      **CAO House**

**MOTION 007/11**      **MOVED** by Reeve Neufeld

That administration obtains quotes for cleaning, paint and repair of the CAO house.

**CARRIED**

d)      **Ambulance Buildings Lease Agreements**

**MOTION 008/11**      **MOVED** by Reeve Neufeld

That Alberta Health Services be invited to the next Finance Committee meeting to discuss the ambulance buildings.

**CARRIED**

e)      **Budget Review**

**MOTION 009/11**      **MOVED** by Reeve Neufeld

That the Budget review discussed be received for information.

**CARRIED**

f)      **Consultants**

**MOTION 010/11**      **MOVED** by Deputy Reeve Sarapuk

That the consultants update be received as information.

**CARRIED**

**NEXT MEETING DATE:**

**6. Next Meeting Date**

The next meeting date will be at the call of chair.

**ADJOURNMENT:**

**7. a) Adjournment**

**MOTION 011/11**

**MOVED** by Councillor Wardley

That the Finance Committee meeting be adjourned at 5:55 p.m.

**CARRIED**

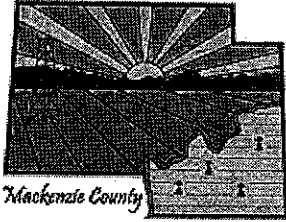
These minutes were adopted this February 7, 2011.

\_\_\_\_\_  
Peter Braun, Chair, Councilor

\_\_\_\_\_  
Joulia Whittleton,  
Director of Corporate  
Services/Recording Secretary







## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>March 8, 2011</b>
<b>Presented By:</b>	<b>William Kostiw, Chief Administrative Officer</b>
<b>Title:</b>	<b>Municipal Planning Commission Meeting Minutes February 1, 2011</b>

### BACKGROUND / PROPOSAL:

Information item. The adopted minutes of the February 1, 2011 Municipal Planning Commission meeting are attached.

### OPTIONS & BENEFITS:

### COSTS & SOURCE OF FUNDING:

### RECOMMENDED ACTION:

That the Municipal Planning Commission meeting minutes of February 1, 2011 be received for information.

**Author:** C. Friesen **Reviewed By:** M. Krahn **CAO** \_\_\_\_\_



**Mackenzie County  
Municipal Planning Commission Meeting**

**Mackenzie County Office  
La Crete, Alberta**

**Tuesday, February 1, 2011 @ 10:00 a.m.**

**PRESENT**

Jack Eccles	Chair, MPC Member
John W. Driedger	Vice-Chair, Councillor
Elmer Derksen	Councillor, MPC Member
Wally Schroeder	MPC Member
Danny Friesen	MPC Member
Marion Krahn	Supervisor of Planning and Development
Liane Lambert	Development Officer
Cathy Friesen	Assistant Development Officer

**DELEGATIONS**

Reuben Derksen	Developer (Subdivision proposal)
Frank Peters	Developer (03-DP-11 and 04-DP-11)

**1. CALL TO ORDER**

Jack Eccles called the meeting to order at 10:05 a.m.

**2. ADOPTION OF AGENDA**

**MOTION 11-006** **MOVED** by John W. Driedger

That the agenda be adopted as presented.

**CARRIED**

**3. MINUTES**

**a) Adoption of Minutes**

**MOTION 11-007** **MOVED** by Wally Schroeder

That the minutes of the January 7<sup>th</sup>, 2011 Municipal Planning Commission meeting be adopted as presented.

**CARRIED**

b) **Business Arising from Previous Minutes**

No Business Arising from Previous Minutes.

4. **DEVELOPMENT**

- a) **Development Permit Application 01-DP-11  
Alpine Builders;  
Dwelling - Row (14 Unit Condominium);  
Plan 052 4647, Block 32, Lots 10 through 16; La Crete**

**MOTION 11-008      MOVED** by Danny Friesen

That Development Permit 01-DP-11 on Plan 052 4647, Block 32, Lots 10-16 in the name of Alpine Builders be APPROVED with the following conditions:

Failure to comply with one or more of the attached conditions shall render this permit Null and Void

1. **Plan 052 4647, Block 32, Lots 10 through 16 shall be consolidated into one (1) lot.**
2. **The front of the building (including decks) shall be 7.62 meters (25 feet) from the front (south) property line; minimum building setbacks (including decks) for the side and rear yards are: 2.44 meters (8 feet) rear (north) yard; 1.52 meters (5 feet) west side yard; 3.05 meters (10 feet) east side yard, from the property lines, or setbacks required by Safety Codes, whichever is greater. It is the responsibility of the developer to find out the Safety Codes setbacks. All setbacks are to be measured from your property lines.**
3. The Dwelling – Row (14 Unit Condominium) shall meet all Alberta Safety Code requirements for Row Dwelling buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.
4. The architecture, construction materials and appearance of the Dwelling – Row (14 Unit Condominium) shall be to accepted standards and shall compliment the natural features and character of the site to the satisfaction of the Development Authority.
5. Where the lowest opening of the building is 25 feet from the front property line it is required to be at a minimum 4% grade above the curb level. Where the lowest opening of the

building is 50 feet from the front property line it is required to be at a minimum 2% grade above the curb level.

6. Building to be connected to the municipal water and sewer system and the cost of connection fees will be borne by the owner.
7. The Municipality has assigned an address to each unit as follows (counting up from east to west):
  - 10902 – 100<sup>th</sup> Ave, Unit 1
  - 10902 – 100<sup>th</sup> Ave, Unit 2
  - 10902 – 100<sup>th</sup> Ave, Unit 3
  - 10902 – 100<sup>th</sup> Ave, Unit 4
  - 10902 – 100<sup>th</sup> Ave, Unit 5
  - 10902 – 100<sup>th</sup> Ave, Unit 6
  - 10902 – 100<sup>th</sup> Ave, Unit 7
  - 10902 – 100<sup>th</sup> Ave, Unit 8
  - 10902 – 100<sup>th</sup> Ave, Unit 9
  - 10902 – 100<sup>th</sup> Ave, Unit 10
  - 10902 – 100<sup>th</sup> Ave, Unit 11
  - 10902 – 100<sup>th</sup> Ave, Unit 12
  - 10902 – 100<sup>th</sup> Ave, Unit 13
  - 10902 – 100<sup>th</sup> Ave, Unit 14

You are required to display the addresses 10902-1 through 10902-14 on the units (counting up from east to west) to be clearly legible from the street and be on a contrasting background. The minimum size of the characters shall be four inches in height.

8. Provide adequate off street parking as follows: 2 stalls per dwelling unit plus 1 additional stall for visitor parking. This would be a total of 33 parking stalls. *“One parking space, including the driveway area, shall occupy 300 square feet.”*
9. No construction or development is allowed on a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
10. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
11. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations

and County Bylaws and resolutions relating to the development of the lands.

**CARRIED**

**MOTION 11-009** **MOVED** by Danny Friesen

That a copy of Development Permit 01-DP-11 on Plan 052 4647, Block 32, Lots 10-16 in the name of Alpine Builders be sent to the adjacent landowners.

**CARRIED**

**b) Development Permit Application 03-DP-11  
Country Side Community Church; Sign with Variance  
SW 11-106-15-W5M; La Crete**

**MOTION 11-010** **MOVED** by Elmer Derksen

That Development Permit 03-DP-11 on SW 11-106-15-W5M in the name of the Country Side Community Church be APPROVED with the following conditions:

Failure to comply with one or more of the attached conditions shall render this permit Null and Void

1. **This permit may be revoked at any time, if, in the opinion of the Development Authority, the sign is detrimental to visibility and safety of vehicular and pedestrian traffic.**
2. **This permit approval is for a sign as shown in the attached site plan which shall be placed within the bounds of SW 11-106-15-W5M.**
3. Approval of a sign with setback variance as noted in condition 4.
4. The sign shall be located a minimum of:
  - a. 200 meters from regulatory signs, and
  - b. Located on and within property lines of SW 11-106-15-W5M as shown in the attached site plan.**
5. **The sign shall be placed on site and is not permitted to be placed on any County lands and/or road rights-of-way.**
6. The site and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.

7. The sign shall:
  - a. Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,
  - b. Not unduly interfere with the amenities of the district,
  - c. Not materially interfere with or affect the use, enjoyment or value of neighbouring properties, and
  - d. Not create visual or aesthetic blight.
8. Illumination of the sign must not negatively affect, nor pose a safety hazard to, an adjacent site or street.
9. Wiring and conduits of the sign must be concealed from view.
10. The architecture, construction materials and appearance of sign shall be to accepted standards and shall compliment the natural features and character of the site to the satisfaction of the Development Authority.
11. No construction or development is allowed on a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
12. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
13. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

**CARRIED**

- c) Development Permit Application 04-DP-11  
Country Side Community Church; Sign  
NE 3-106-15-W5M; La Crete**

**MOTION 11-011**      **MOVED** by Danny Friesen

That Development Permit 04-DP-11 on NE 3-106-15 W5M in the name of the Country Side Community Church be APPROVED with the following conditions:

Failure to comply with one or more of the attached conditions shall render this permit Null and Void

1. **This permit may be revoked at any time, if, in the opinion of the Development Authority, the sign is detrimental to visibility and safety of vehicular and pedestrian traffic.**
2. **This permit approval is for a sign as shown in the attached site plan which shall be placed within the bounds of NE 3-106-15-W5M.**
3. The sign shall be located a minimum of:
  - a. 200 meters from regulatory signs, and
  - b. not less than 1.5 meters from the property line of NE 3-106-15-W5M
4. **The sign shall be placed on site and is not permitted to be placed on any County lands and/or road rights-of-way.**
5. The site and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.
6. The sign shall:
  - a. Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,
  - b. Not unduly interfere with the amenities of the district,
  - c. Not materially interfere with or affect the use, enjoyment or value of neighbouring properties, and
  - d. Not create visual or aesthetic blight.
7. Illumination of the sign must not negatively affect, nor pose a safety hazard to, an adjacent site or street.
8. Wiring and conduits of the sign must be concealed from view.
9. The architecture, construction materials and appearance of sign shall be to accepted standards and shall compliment the natural features and character of the site to the satisfaction of the Development Authority.
10. No construction or development is allowed on a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
11. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.



12. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

**CARRIED**

- d) **Development Permit Application 06-DP-11  
Jacob Driedger; Tradesman Business (Shop)  
Part of SE 30-106-13-W5M; (Plan 032 5073, Block 1, Lot 1)  
La Crete Rural**

**MOTION 11-012      MOVED** by Elmer Derksen

That Development Permit 06-DP-11 on Part of SE 30-106-13-W5M (Plan 032 5073, Block 1, Lot 1) in the name of the Jacob Driedger be APPROVED with the following conditions:

Failure to comply with one or more of the attached conditions shall render this permit Null and Void

1. **The Shop shall meet all Alberta Safety Code requirements for Commercial/Industrial Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.**
2. **Minimum setbacks: 41.15 meters (135 feet) from any road allowances and 15.24 meters (50 feet) from any other property lines.**
3. **This permit may be revoked at any time, if, in the opinion of the Development Authority, the Tradesman Business has become detrimental or otherwise incompatible with the amenities of the neighborhood.**
4. All sewage disposal systems to be in conformance with the Alberta Private Sewage Systems Standard of Practice 2009.
5. Provide adequate off street parking as follows: The minimum parking standards are 1 space per 45 square meters of building area, which in this case is 8 public parking stalls, 1 space per each full time employee and 1 space for every 2 part time employees. *"One parking space, including the driveway area, shall occupy 27.87 square meters (300 square feet)."*

6. **This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed at the developers' expense.**
7. If a sign is placed on the property the sign shall be located a minimum of:
  - a. 200 meters from regulatory signs.
  - b. 3 meters (9.84 feet) from the outer edge of the road or 1.5 meters (4.92 feet) from the property line if on private property.
  - c. 1.5 meters to a maximum of 2.5 meters in height above the shoulder of the road.
8. The site and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.
9. The sign shall:
  - a. Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,
  - b. Not unduly interfere with the amenities of the district,
  - c. Not materially interfere with or affect the use, enjoyment or value of neighbouring properties, and
  - d. Not create visual or aesthetic blight.
10. Illumination of the sign must not negatively affect, nor pose a safety hazard to, an adjacent site or street.
11. Wiring and conduits of the sign must be concealed from view.
12. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
13. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.

14. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

**CARRIED**

- e) **Development Permit Application 13-DP-11  
Joe Neufeld; Retail Store & Automotive  
Equipment, Sales and/or Service  
Plan 052 4423, Block 25, Lot 35; La Crete**

**MOTION 11-013** **MOVED** by John W. Driedger

That Development Permit 13-DP-11 on Plan 052 4423, Block 25, Lot 35 in the name of Joe Neufeld be APPROVED with the following conditions:

Failure to comply with one or more of the attached conditions shall render this permit Null and Void

1. **A variance of the Mackenzie County Land Use Bylaw section 7.10, subsection B is hereby granted to allow an Automotive Equipment Sales and/or Services business (Automotive Accessory Sales and Installation).**
2. **This permit approval is for the operation of a Retail Store and Automotive, Equipment Sales &/or Service Business (Automotive Accessory Sales and Installation) out of the existing building.**
3. The Retail Store and Automotive Equipment Sales and/or Services (Automotive Accessory Sales and Installation) building shall meet all applicable Alberta Safety Code requirements and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.
4. Building to be connected to the municipal water and sewer system and the cost of connection fees will be borne by the owner/applicant/developer.
5. The municipality has assigned the following address to the noted property 10608-101<sup>st</sup> Street, Unit 1. You are required to display the address (10608 - 1) to be clearly legible from the street and be on a contrasting background. The minimum size of the characters shall be four inches in height.

6. Provide adequate off street parking as follows: The minimum parking standards are 1 space per 30 square meters of building area, which in this case is 5 public parking stalls, 1 space per each full time employee and 1 space for every 2 part time employees. *“One parking space, including the driveway area, shall occupy 27.87 square meters (300 square feet).”*
7. Sufficient lighting to light up the parking area.
8. **The property must at all times be kept in a neat and orderly fashion. The Development Authority may, at its discretion, require privacy fencing or other suitable means of screening.**
9. This permit approval is subject to an access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed at the developers' expense.
10. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
11. The total site area shall have a positive surface drainage without adversely affecting the neighbouring properties.
12. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

**CARRIED**

5. **SUBDIVISION**

- a) **Subdivision Application 01-SUB-11  
SE 13-106-14-W5M, 88 Connector Area  
Brenda May Friesen, Bio-Mass Gasification Power Plant**

**MOTION 11-014      MOVED** by John W. Driedger

That the Municipal Planning Commission recommendation to Council be for the approval of subdivision application 01-SUB-11 in the name of Brenda May Friesen, on SE 13-106-14-W5M, with the following conditions:

1. This approval is for a single lot subdivision, 58.61 acres (23.72 hectares) in size.
2. Applicant/developer shall enter into and comply with a Development Agreement with the Mackenzie County which shall contain, but is not limited to:
  - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality,
  - b) Provision of access to the subdivision and the balance of the quarter in accordance with Mackenzie County standards at the developers' expense,
  - c) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2009,
  - d) Provision of a storm water management plan. Contact Cathy Friesen, Development Officer, at 780-928-3983 to discuss the requirements for your subdivision,
  - e) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration,
  - f) Provision of utility right-of-way as required by ATCO Electric, Telus and Northern Lights Gas and others, and
  - g) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.

**CARRIED**

- b) Subdivision Proposal  
Plan 102 2263, Block 1, Lot 3 (Part of SE 8-106-15-W5M);  
Reuben D. and Trudy Derksen, La Crete**

**MOTION 11-015    MOVED** by John W. Driedger

That the subdivision proposal in the name of Reuben D. and Trudy Derksen on Plan 102 2263, Block 1, Lot 3 (Part of SE 8-106-15-W5M) be tabled to in camera.

**CARRIED**

6. **MISCELLANEOUS ITEMS**

- a) **Bylaw 795-11 Land Use Bylaw Amendment  
Part of SE 21-110-15-W5M; Fidler Pit Area  
Neufeld Petroleum**

**MOTION 11-016      MOVED** by John W. Driedger

That the Municipal Planning Commission's recommendation to Council be for the approval of Bylaw 795-11, being the rezoning of Part of SE 21-110-15-W5M from Agricultural District 1 "A1" to Rural Industrial District 1 "RI1" to accommodate the sales and distribution of NH3 (anhydrous ammonia) to the local area farmers, subject to public hearing input.

**CARRIED**

- b) **Bylaw 791-10 Land Use Bylaw  
Public Meeting**

**MOTION 11-017      MOVED** by John W. Driedger

That the Land Use Bylaw Public meetings update be received for information.

**CARRIED**

- c) **Agricultural Subdivisions**

**MOTION 11-018      MOVED** by John W. Driedger

That the Municipal Planning Commission recommendation to council before the new Land Use Bylaw to allow two Agricultural District subdivision, one 80 acres in size and one 10 acres in size.

**CARRIED**

Jack Eccles recessed the Meeting at 11:15 a.m.

Jack Eccles reconvened the Meeting at 11:24 a.m.

d) **Development Statics Report , Year End Comparison (2010)**

**MOTION 11-019**    **MOVED** by Wally Schroeder

That the Development Statistics Report, Year End Comparison (2010) be received for information.

**CARRIED**

e) **Action List**

The Action List of January 7<sup>th</sup> 2011 was reviewed.

7.    **IN CAMERA**

**MOTION 11-020**    **MOVED** by Danny Friesen

The Municipal Planning Commission go in camera at 11:39 a.m.

**CARRIED**

**MOTION 11-021**    **MOVED** by John W. Driedger

The Municipal Planning Commission come out of in camera at 12:01 p.m.

**CARRIED**

a) **Public Building Requirements**

**MOTION 11-022**    **MOVED** by Danny Friesen

That the Public Building safety requirements be received for information.

**CARRIED**

c) **Subdivision Proposal**  
**Plan 102 2263, Block 1, Lot 3 (Part of SE 8-106-15-W5M);**  
**Reuben D. and Trudy Derksen, La Crete**

**MOTION 11-023**    **MOVED** by John W. Driedger

That the subdivision proposal in the name of Reuben D. and Trudy Derksen on Plan 102 2263, Block 1, Lot 3 (Part of SE 8-106-15-

W5M) be tabled until the next Municipal Planning Commission meeting.

**CARRIED**

8. **NEXT MEETING DATES**

Municipal Planning Commission meeting dates are scheduled as follows:

- ❖ February 24, 2011 at 9:00 a.m. in La Crete
- ❖ March 18, 2011 at 9:00 a.m. in La Crete

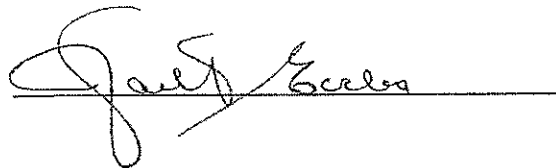
9. **ADJOURNMENT**

**MOTION 11-024** **MOVED** by Elmer Derksen

That the Municipal Planning Commission meeting be adjourned at 12:08 p.m.

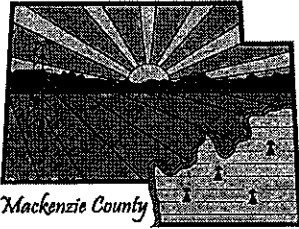
**CARRIED**

These minutes were adopted this 24 day of Feb. 2011.



A handwritten signature in cursive script, appearing to read "Elmer Derksen", is written over a horizontal line.





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>March 8, 2011</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Director of Corporate Services</b>
<b>Title:</b>	<b>Agricultural Land Use Planning Committee Meeting Minutes – November 2, 2010 and February 2, 2011</b>

### BACKGROUND / PROPOSAL:

Information item. The adopted minutes of the November 2, 2010 and February 2, 2011 meetings are attached.

### OPTIONS & BENEFITS:

### COSTS & SOURCE OF FUNDING:

### RECOMMENDED ACTION:

That the Agricultural Land Use Planning Committee meeting minutes of November 2, 2010 and February 2, 2011 be received for information.

**Author:** C. Gabriel **Review By:** \_\_\_\_\_ **CAO** \_\_\_\_\_



**Mackenzie County  
Agricultural Land Use Planning Committee Meeting  
Monday, November 2, 2010  
9:00 a.m.  
Mackenzie County Council Chambers, Fort Vermilion, Alberta**

**PRESENT:**            Jacquie Bateman            Councillor  
                         Eric Jorgensen            Councillor (arrived at 9:45 a.m.)  
                         Dicky Driedger            Councillor  
                         Elmer Derksen            Councillor

**ALSO PRESENT:**    William Kostiw            Chief Administrative Officer  
                         Joulia Whittleton        Director of Corporate Services

**ABSENT:**

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

Chair D. Driedger called the meeting to order at 9:10 a.m.

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

**MOTION 10-11-05**    **MOVED** by Councilor Derksen

That the agenda be approved with the following additions:

- 3. b)    History of the agricultural land exchange
- 5. b)    Legal land survey

**CARRIED**

**MINUTES:**            3. a)    **Minutes from the October 27, 2010 Committee Meeting**

**MOTION 10-11-06**    **MOVED** by Councilor Bateman

That the minutes of the October 27, 2010 Agricultural Land Use Planning Committee meeting be approved as presented.

**CARRIED**

**3. b)    History of the Agricultural Land Exchange**

A brief verbal overview of the history regarding the agricultural land exchange, establishment of the agricultural land task force, Provincial and First Nations negotiations, current status of the progress was provided by Chair D. Driedger.

**BUSINESS:**            5. a)    **Map Review**

**MOTION 10-11-07**    **MOVED** by Councilor Bateman

That the Alberta Sustainable Resource Development be advised of the committee's preferred option to offer the land for sale on a per quarter basis.

**CARRIED**

**DELEGATIONS:**

**4. a) Darcy Beach, Area Manager, Sustainable Resource Development**

Darcy Beach provided an update on their progress regarding:

- 1) The First Nations negotiations (completed for the Stage 1);
- 2) Survey contract (should be done February - March 2011);
- 3) Advertising the sale (two ads, two weeks apart in the local papers);
- 4) The process of transferring the lands from green zone to white zone;
- 5) Fire prevention booths will be set up at the land auction sales;
- 6) Communications – no public announcements will be made until the ministerial endorsement is obtained;
- 7) Land legal survey – Darcy will clarify at the next meeting what will be done as part of the survey (legal pin installation, use of GPS vs. other technology, cut lines, etc).

Chair D. Driedger recessed the meeting for lunch at 11:50 a.m. and reconvened the meeting at 12:25 p.m.

**4. b) Saw Mills Representatives**

Frank Peters (Evergreen Mill), Ed Loewen (Sawridge Mill), George Unrau and Jason Unrau (Ridgeview Mill) arrived between 12:57 and 1:00 p.m.

Reeve Neufeld joined the meeting at 1:02 p.m.

Ted Edwards, Senior Forester for Peace/Upper Hay Area, Alberta Sustainable Resource Development arrived at 1:07 p.m.

The saw mills representatives presented their concerns regarding the effects of the proposed transfer of lands from green zone to white zone on their "quota" agreements.

The saw mills representatives expressed concerns regarding the available forestry resource lands: the vast areas of lands tied up in the FMAs of the large forestry companies such as Tolko, DMI and Footner; as more land is transferred for agricultural use, less land will be available for the small mills' "quota" agreements.

Ted Edwards provided highlights on the differences between a FMA and a Quota agreement. The financial implications to FMA holders, when areas of lands are being exchanged, were also discussed.

AB SRD representatives advised that timber will have to be removed from some lands (are being identified) prior to being offered for sale so small mills will benefit in the short term.

The AB SRD representatives and the local saw mills representatives left the meeting at 2:20 p.m.

**MOTION 10-11-08** **MOVED** by Councilor Jorgensen

That a recommendation be taken to Council that in order to address the impacts of reclassification of lands from green zone to white zone on the local saw mills and exclusion of these lands from the forestry resource, the County Council establishes a strategy to assist the local saw mills in securing adequate land base for their operations.

**CARRIED**

**NEXT MEETING DATE:**

6. a) **Next Meeting Date – at a call of the Chair**

**ADJOURNMENT:** 7. a) **Adjournment**

**MOTION 10-11-09** **MOVED** by Councilor Jorgensen

That the Agricultural Land Use Planning Committee be adjourned at 2:33 p.m.

**CARRIED**

These minutes were adopted at the February 2, 2011 meeting.

\_\_\_\_\_  
Dicky Driedger, Chair  
Councillor

\_\_\_\_\_  
Joulia Whittleton,  
Director of Corporate  
Services/Recording Secretary

**Mackenzie County  
Agricultural Land Use Planning Committee Meeting  
Wednesday, February 2, 2011  
1:00 p.m.  
Conference Room, La Crete, Alberta**

**PRESENT:**           Jacquie Bateman                   Councillor  
                          Eric Jorgensen                   Councillor  
                          Dicky Driedger                 Councillor  
                          Elmer Derksen                 Councillor  
                          Bill Neufeld                    Reeve

**ALSO PRESENT:**   William Kostiw                    Chief Administrative Officer  
                          Joulia Whittleton                Director of Corporate Services

**ABSENT:**

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

Chair D. Driedger called the meeting to order at 1:17 p.m.

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

**MOTION 11-02-01    **MOVED** by Councilor Derksen**

That the agenda be approved with the following additions:

- 5. b) Infrastructure to New Lands
- 5. c) Phase 3 & 4 (Logging of the lands prior to a sale)
- 5. d) County Purchase of Land in Tompkins (Waste Transfer Station)
- 5. e) Personnel (In Camera)

**CARRIED**

**MINUTES:**           **3. a)   Minutes from the November 2, 2010 Committee Meeting**

**MOTION 11-02-02    **MOVED** by Councilor Bateman**

That the minutes of the November 2, 2010 Agricultural Land Use Planning Committee meeting be approved as presented.

**CARRIED**

**DELEGATION:**       **4. a)   None**

**BUSINESS:**           **5. a)   January 26, 2011 Agricultural Land Sale Results**

**MOTION 11-02-03    **MOVED** by Councilor Driedger**

That a recommendation be taken to Council to defer making a decision and notifying AB SRD regarding the unsold lands prior to the first sale of the lands within the green zone.

**CARRIED**

**5. b) Infrastructure to New Lands**

A discussion took place regarding the County's financial position to provide road infrastructure to the new agricultural land, especially within the lands located in the green zone. The discussion was to continue lobbying the Government for a share of the land sale proceeds.

**5. c) Phase 3 & 4 (logging of the lands prior to a sale)**

Councilor J. Driedger joined the meeting at 2:00 p.m.

A discussion took place regarding the logging progress on the lands to be offered for sale. Administration will inquire and report.

**5. d) County Purchase of Land in Tompkins (Waste Transfer Station)**

**MOTION 11-02-04** **MOVED** by Councilor Derksen

That a recommendation be taken to Council to purchase NW 11-104-17-W5 (149.51 acres).

**CARRIED**

**5. e) Personnel (In Camera)**

**MOTION 11-02-05** **MOVED** by Councilor Bateman

That the meeting be moved into camera at 2:22 p.m.

**CARRIED**

**MOTION 11-02-06** **MOVED** by Councilor Jorgensen

That the meeting be moved out camera at 2:25 p.m.

**CARRIED**

Chair Dicky Driedger was authorized by the Committee to meet with the auctioneer.

**NEXT MEETING DATE:**

**6. a) Next Meeting Date – at a call of the Chair**

**ADJOURNMENT:**

**7. a) Adjournment**

**MOTION 11-02-07** **MOVED** by Councilor Jorgensen

That the Agricultural Land Use Planning Committee be adjourned at 2:28 p.m.

**CARRIED**

These minutes were adopted at the February 22, 2011 meeting.

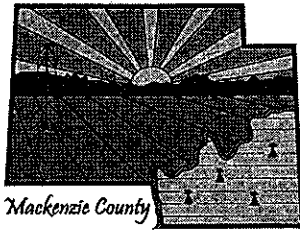
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Dicky Driedger, Chair  
Councillor

---

Joulia Whittleton,  
Director of Corporate  
Services/Recording Secretary





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	Regular Council Meeting
<b>Meeting Date:</b>	March 8, 2011
<b>Presented By:</b>	William Kostiw, Chief Administrative Officer
<b>Title:</b>	Agricultural Service Board Meeting Minutes

### **BACKGROUND / PROPOSAL:**

Information item. The adopted minutes of the following Agricultural Service Board meetings are attached.

- June 21, 2010
- July 27, 2010
- September 13, 2010
- November 23, 2010
- January 5, 2011

### **OPTIONS & BENEFITS:**

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

### **RECOMMENDED ACTION:**

That the Agricultural Service Board meeting minutes be received for information.

Author: C. Gabriel Review By: \_\_\_\_\_ CAO \_\_\_\_\_



**MACKENZIE COUNTY  
AGRICULTURAL SERVICE BOARD MEETING**

**Monday, June 21, 2010**

**10:00 a.m.**

**Council Chambers  
Fort Vermilion, AB**

<b>PRESENT:</b>	Bill Neufeld	Chair
	Dicky Driedger	Council Representative
	Joe Peters	Member at Large
	Richard Marshall	Member at Large
	Eric Jorgenson	Member at Large

**ABSENT:**

<b>ALSO</b>	Grant Smith	Agricultural Fieldman
<b>PRESENT:</b>	Colleen Nate	Admin Assistant, Recording Secretary
	William Kostiw	C.A.O
	Raymond Van Patten	Superintendent Public Works North
	Martin Bratt	Delegation

**Minutes of the Agricultural Service Board meeting for Mackenzie County held on Monday June 21, 2010.**

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

Chair Neufeld called the meeting to order at 10:05am.

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

**MOTION 10-027 MOVED** by Richard Marshall

That the agenda be adopted with the addition of 5.k) Wood Land Buffalo.

**CARRIED**

**ADOPTION OF THE PREVIOUS MINUTES: 3. a) Minutes of the April 23, 2010 Agricultural Service Board Meeting**

**DELEGATION**

5. k) Marten Bratt joined the meeting to update the ASB members on the Woodland Buffalo Brucellosis situation and extended an invitation to the ASB to attend a Beef Producers meeting in Rycroft June 24,

**MOTION 10-028**

**MOVED** by Joe Peters

That the ASB members attend the Alberta Beef Producers meeting in Rycroft on June 24, 2010.

**CARRIED**

**MOTION 10-029**

**3. a) Minutes of the April 23, 2010 Agricultural Service Board Meeting.**

**MOVED** by Dicky Driedger

That the minutes of the April 23, 2010 Agricultural Service Board Meeting be adopted as presented.

**Carried.**

**DISCUSSION**

**5.a) 2010 Projects Discussion.**

Refer to 5.e)

**MOTION 10-030**

**5.b) Rosenberger Drainage Erosion**

**Moved by Richard Marshall**

That administration send a letter and pictures to Alberta Environment informing them of the erosion situation.

**Carried**

**MOTION 10-031**

**5.c) High Level Drainage Update**

**Moved by Eric Jorgenson**

That the update by William Kostiw in regards to High Level East Drainage be received for information

**Carried**

**MOTION 10-032**

**5.d) La Crete North Drainage Letters**

**Moved by Dicky Driedger**

That administration is to investigate drainage issues at SE 29-106-15-W5 and NW 21-106-15-W5 and find out if Mackenzie County has Lidar images for these areas.

**Carried**

**MOTION 10-033**

**5. e) Walter Thiessen Drainage**

**Moved by Joe Peters**

That the ASB take a road tour on June 28<sup>th</sup> and 29<sup>th</sup> 2010 to assess drainage problem areas within the County.

**Carried**

**MOTION 10-034**            **5.f) Roadside Spraying Concern**  
**Moved by Joe Peters**  
That the Roadside Spraying Concern be received as information.  
**Carried**

**MOTION 10-035**            **5.g) 2010 Ag Event discussion**  
**Moved by Richard Marshall**  
  
That administration make changes to the MARA AG event agenda as discussed and email tradeshow invitations to local dealerships.  
**Carried.**

**MOTION 10-036**            **5.h) Pasture Recovery Initiative**  
  
**Moved by Dicky Driedger**  
  
That administration writes a letter to Chris Warkentin & Alberta Agriculture requesting that Mackenzie County be included into the Pasture recovery program.

**MOTION 10-037**            **Carried.**  
**5.i) Weed Inspector Appointments RFD**  
**Moved by Joe Peters**

That the RFD's regarding Weed Inspectors be received as information.

**MOTION 10-038**            **Carried**  
**5.j) Budget Report**  
**Moved by Dicky Driedger**

That the Budget Report be received for information.

**MOTION 10-039**            **Carried**  
**5.k) ASB Grant**  
**Moved by Joe Peters**

That the information regarding the ASB grant be received for information.

**NEXT MEETING**            **Carried**  
**DATE**                        **6.a) Next Meeting Date**  
To be determined after the road tour.

**ADJOURNMENT**            **7.a) Adjournment**  
**MOTION 10-040**            **Moved by Bill Neufeld**  
That the ASB meeting be adjourned at 12:15pm.

**Carried**

These minutes were approved on July 27, 2010.

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Bill Neufeld, Chair

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Grant Smith, Agricultural Fieldman

**MACKENZIE COUNTY  
AGRICULTURAL SERVICE BOARD MEETING**

**Monday, July 27, 2010  
10:00 a.m.  
Council Chambers  
Fort Vermilion, AB**

<b>PRESENT:</b>	Bill Neufeld	Chair
	Dicky Driedger	Council Representative
	Joe Peters	Member at Large
	Richard Marshall	Member at Large
	Eric Jorgenson	Member at Large

**ABSENT:**

<b>ALSO PRESENT:</b>	Grant Smith	Agricultural Fieldman
	Colleen Nate	Admin Officer, Recording Secretary
	William Kostiw	C.A.O

**Minutes of the Agricultural Service Board meeting for Mackenzie County held on Monday July 27, 2010.**

**CALL TO ORDER:** 1. a) **Call to Order**  
Chair Neufeld called the meeting to order at 10:05am.

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

**MOTION 10-041** **MOVED** by Dicky Driedger

That the agenda be adopted with the addition of 5.h) John Krahn Mowing Contract; 5.i) SRD; 5.j) Frontier Veterinary Services.

**CARRIED**

**ADOPTION OF THE PREVIOUS MINUTES:** 3. a) **Minutes of the June 21, 2010 Agricultural Service Board Meeting**

**IN CAMERA**

**Moved by** Richard Marshall.  
That the ASB meeting move into camera to discuss  
5.h) John Krahn Mowing Contract  
5.i) SRD  
5.j) Frontier Veterinary Services

- MOTION 10-042**                    **CARRIED**  
**5.h) Mowing Contract**  
**Moved by Eric Jorgenson**
- That the Agricultural Fieldman monitors mowing contractors closely.
- MOTION 10-043**                    **Carried**  
**5.i) SRD**  
**Moved by Joe Peters**
- That the ASB attend next Council Meeting as a delegation.
- MOTION 10-044**                    **Carried.**  
**5.j) Frontier Veterinary Services**  
**Moved by Dicky Driedger**
- That the letter from Frontier Veterinary Services be on the agenda for the next Veterinary Advisory Committee meeting.
- MOTION 10-045**                    **Carried**  
**5.a) 2010 Agricultural Event**  
**Moved by Richard Marshall**
- That the ASB accepts the agenda for the agricultural event as presented.
- MOTION 10-046**                    **Carried.**  
**3. a) Minutes of the June 21, 2010 Agricultural Service Board Meeting.**
- MOVED** by Dicky Driedger
- That the minutes of the June 21, 2010 Agricultural Service Board Meeting be adopted as presented.
- Carried.**
- MOTION 10-047**                    **5.b) Fieldman's Report.**  
**Moved by Dicky**
- That the Fieldman's Report be received as information.
- Carried**



**MOTION 10-048**

**5.c) 2010 Drainage Projects/Erosion Projects**

**Moved by Joe Peters**

That the ASB and Public works investigate alternative methods for building drop structures and bring back options to next meeting.

**Carried**

**MOTION 10-049**

**5.d) Green Zone Weed Inspector**

**Moved by Richard Marshall**

That the information regarding the Green Zone Weed Inspector be accepted as information.

**Carried**

**MOTION 10-050**

**5.f) Ptarmigan Creek**

**Moved by Joe Peters**

That the beaver dams in Ptarmigan Creek removed and the Beaver Control Policy be presented at the next ASB meeting for review.

**Carried**

**MOTION 10-051**

**5. g) Budget Report**

**Moved by Richard Marshall**

That Budget Report be received as information.

**Carried**

**NEXT MEETING  
DATE**

**6.a) Next Meeting Date**

No meeting Date was set.

**ADJOURNMENT  
MOTION 10-052**

**7.a) Adjournment**

**Moved by Bill Neufeld**

That the ASB meeting be adjourned at 1:15 pm

**Carried**

These minutes were approved on September 13, 2010.

---

Bill Neufeld, Chair

---

Grant Smith, Agricultural Fieldman

**MACKENZIE COUNTY  
AGRICULTURAL SERVICE BOARD MEETING**

**Monday September 13, 2010**

**10:00 a.m.**

**Council Chambers**

**Fort Vermilion, AB**

<b>PRESENT:</b>	Bill Neufeld	Chair
	Dicky Driedger	Council Representative
	Joe Peters	Member at Large
	Richard Marshall	Member at Large
	Eric Jorgenson	Member at Large

**ABSENT:**

<b>ALSO</b>	Grant Smith	Agricultural Fieldman
<b>PRESENT:</b>	Colleen Nate	Admin Officer, Recording Secretary
	William Kostiw	C.A.O
	John Klassen	Director of Operations-South

**Minutes of the Agricultural Service Board meeting for Mackenzie County held on Monday September 13, 2010.**

**CALL TO ORDER:** 1. a) **Call to Order**  
Chair Neufeld called the meeting to order at 10:05am.

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

**MOTION 10-041** **MOVED** by Dicky Driedger

That the agenda be adopted with the addition of 5.i) 103.17;5.j) Drop Structures.

**CARRIED**

**ADOPTION OF THE PREVIOUS MINUTES:** 3. a) **Minutes of the July 27, 2010 Agricultural Service Board Meeting**

**MOTION 10-042** 5.a) **Fieldman's Report & Project Update**  
**Moved by Richard Marshall**

That the ASB members attend the Regional Conference in Grimshaw

on November 3, 2010.

**Carried**

**MOTION 10-043**

**Moved by Joe Peters**

That the Fieldman Report & Project Update be received for information

**Carried.**

**MOTION 10-044**

**5.b) Bluehills Drainage**

**Moved by Joe Peters**

That the landowner is permitted to continue to ditch on his property as long as he does not cause undue hardship on neighbors.

**Carried**

**MOTION 10-045**

**5.c) Bluehills Erosion**

**Moved by Dicky Driedger**

That the ASB proceed with one mile of erosion control via day labor using trial drop structures.

**Carried.**

**MOTION 10-046**

**5. d) ASB 2011 Budget**

**MOVED** by Dicky Driedger

That and additional \$15000 be added to the beaver control budget.

**Carried.**

**MOTION 10-047**

**5.e) 2011-2013 ASB Grant**

**Moved by Eric Jorgenson**

That ASB Grant information is received as information.

**Carried**

**MOTION 10-048**

**5.f) Farm Safety**

**Moved by Eric Jorgenson**

That administration investigate the donation request from the Farm Safety Program.

**Carried**

**MOTION 10-049**

**5.g)MARA Request**

**Moved by Richard Marshall**

That the ASB offer clerical & bookkeeping assistance only, not monetary.

**MOTION 10-050**                    **Carried**  
**5.i) Range Road 103.17**  
**Moved by Dicky Driedger**

That the ASB commit \$2500 from ASB operation budget. Work to be completed in the fall of 2010, via day labor.

**DISCUSSION**                    **Carried**  
**5. j) Drop Structures**

The ASB discussed testing different drop structures on Blue Hills erosion project.

**MOTION 10-051**                    **5. h) In Camera-Frontier Vet Services**  
**Moved by Eric Jorgenson**  
That the ASB meeting move in camera.

**MOTION 10-052**                    **Carried**  
**Moved by Joe Peters**  
That the ASB meeting move out of camera.

**MOTION 10-053**                    **Carried**  
**Moved by Eric Jorgenson**  
That the letter from Frontier Vet Services be forwarded to the VAC.

**NEXT MEETING**                    **Carried**  
**DATE**                                **6.a) Next Meeting Date**  
No meeting Date was set.

**ADJOURNMENT**                    **7.a) Adjournment**  
**MOTION 10-054**                    **Moved by Bill Neufeld**  
That the ASB meeting be adjourned at 1:15 pm

**Carried**

These minutes were approved on November 23, 2010.

---

Bill Neufeld, Chair

---

Grant Smith, Agricultural Fieldman

**MACKENZIE COUNTY  
AGRICULTURAL SERVICE BOARD MEETING/ORGANIZATIONAL MEETING**

**Tuesday November 23, 2010**

**10:00 a.m.**

**Council Chambers  
Fort Vermilion, AB**

<b>PRESENT:</b>	Dicky Driedger	Council Representative
	Walter Sarapuk	Council Representative
	Joe Peters	Member at Large
	Carla Komarnicki	Member at Large
	Danny Friesen (teleconference)	Member at Large

**ABSENT:**

<b>ALSO PRESENT:</b>	Grant Smith	Agricultural Fieldman
	Colleen Nate	Admin Officer, Recording Secretary
	William Kostiw	C.A.O
	Al Hoggan	Director of Operations-North

**Minutes of the Agricultural Service Board meeting for Mackenzie County held on Tuesday November 23, 2010.**

**CALL TO ORDER:**      **1. a) Call to Order**  
William Kostiw called the meeting to order at 10:03am.

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

**MOTION 10-055**        **MOVED** by Dicky Driedger  
  
That the agenda be adopted as presented

**CARRIED**

**ADOPTION OF THE PREVIOUS MINUTES:**      **3. a) Minutes of the September 13, 2010 Agricultural Service Board Meeting**

**5.a) Nomination of Chair**

**William Kostiw called for nominations of chair for the ASB for a period of three years.**

**First Call:**      Dicky Driedger was nominated by Joe Peters.

Second Call: Walter Sarapuk was nominated by Danny Friesen.

Third Call: No further nominations.

**MOTION 10-056**

**Moved by** Walter Sarapuk

That nominations ceases for the position of Chair.

**Carried.**

Walter Sarapuk was elected Chair for the Agricultural Service Board for a period of three years.

**5.b) Nomination of Vice Chair**

First Call: Joe Peters was nominated by Carla Komarnicki.

Second Call: Dicky Driedger was nominated by Walter Sarapuk.

Third Call: No further nominations.

**MOTION 10-057**

**Moved by** Walter Sarapuk

That nominations cease for the position of Vice Chair.

**Carried**

Joe Peters was elected Vice Chair for the Agricultural Service Board for a period of three years.

**5.c) Nomination of MARA Representative**

First Call: Dicky Driedger let his name stand.

Second Call: No further nominations.

Third Call: No further nominations.

**MOTION 10-058**

**Moved by** Dicky Driedger

That nominations cease for the position of the MARA Representative.

**Carried**

Dicky Driedger was acclaimed MARA Representative for a period of three years.

**5.d) Nomination of VAC Representative**

First Call: Walter Sarapuk was nominated by Dicky Driedger.

Second Call: No further nominations.

Third Call: No further nominations.

**MOTION 10-059**

**Moved by** Dicky Driedger

That nominations cease for the position of VAC Representative.

**Carried.**

Walter Sarapuk was acclaimed VAC Representative for a period of three years.

**5. d) Ag Fieldman Report and Project update.**

**MOTION 10-060**

**MOVED** by Dicky Driedger

That a letter be written to the Ag Minister requesting a meeting with him at the 2011 Provincial ASB Conference to discuss Veterinary Services, water management and green zone weed control.

**Carried.**

**MOTION 10-061**

**5.e) 2011 Capital Projects**

**Moved by** Dicky Driedger

That the information regarding the 2011 capital project be received as information.

**Carried**

**MOTION 10-0062**

**5.f) Henry Klassen Delegation**

**Moved by** Joe Peters

That the ASB meeting move in camera.

**Carried**

**MOTION 10-063**

**Moved by** Dicky Driedger

That the ASB meeting move out of camera.

**Carried**

**MOTION 10-064**

**Moved by** Joe Peters

That the ASB approve Henry Klassen request subject to council review.

**Carried**

**MOTION 10-065**

**5.g) Budget Report**

**Moved by** Carla Komarnicki

That the budget report be received as information.

**Carried**

**MOTION 10-066**

**5.h) Flood Control Ditch Mowing RFD**

**Moved by** Joe Peters

That the flood control ditch mowing be awarded to the lowest bidder excepting the La Crete East section

**Carried**

**MOTION 10-067**

**5. i) Orientation Manual for ASB Members**

**Moved by** Dicky Driedger

That the Orientation Manual be received for information.

**Carried**

**MOTION 10-068**

**5. j) ASB Policies and Procedures**

**Moved by** Joe Peters

That the ASB Policies and Procedure be revisited at the next ASB meeting.

**Carried**

**MOTION 10-069**

**5.k) 2011 Draft Operating Budget**

**Moved by** Joe Peters

That administration revisits the land rental agreement for Bear Creek.

**Carried**

**5.l) 2011 Provincial ASB Conference**

**Moved by** Carla Komarnicki

That the ASB members be allowed to attend the 2011 Provincial ASB Conference.

**Carried**



**MACKENZIE COUNTY  
AGRICULTURAL SERVICE BOARD MEETING**

**Wednesday January 5, 2011**

**10:00 a.m.**

**Council Chambers**

**La Crete, AB**

<b>PRESENT:</b>	Walter Sarapuk	Chair
	Dicky Driedger	Council Representative
	Joe Peters	Member at Large
	Danny Friesen	Member at Large
<b>ABSENT:</b>	Carla Komarnicki	Member at Large
<b>ALSO PRESENT:</b>	Grant Smith	Agricultural Fieldman
	Colleen Nate	Admin Officer, Recording Secretary
	Marten Braat	Delegation

Minutes of the Agricultural Service Board meeting for Mackenzie County held on Wednesday January 5, 2011.

**CALL TO ORDER:**     **1. a) Call to Order**  
Chair Sarapuk called the meeting to order at 10:05am.

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

**MOTION 11-001**       **MOVED** by Dicky Driedger

That the agenda be adopted with the deletion of 5.c) Roadside mowing addition and the addition of 5.i) 3 Year Capital Plan. 6 a.) Roadside Mowing Tender; 6.b) Blue Hills North Drainage.

**CARRIED**

**ADOPTION OF THE  
PREVIOUS  
MINUTES:**           **3. a) Minutes of the November 23, 2010 Agricultural Service  
Board Meeting**

**MOTION 11-002**

**Moved by** Joe Peters

That that minutes of the November 23, 2010 Agricultural Service Board Meeting be accepted as presented.

**CARRIED**

**DELEGATION**

**Marten Braat – Beef Producers Update/Bison**

Marten Braat attended the meeting to update the ASB on the

diseased bison. Marten requested that the ASB sponsor the Beef Producers float in the Fort Vermilion Canada Day parade.

**MOTION 11-003**      **Moved by Joe Peters**

That the ASB donate \$500 for the Alberta Beef Producers float.  
**CARRIED.**

**MOTION 11-004**      **5.a) Project Update**  
**Moved by Danny Friesen**

That the project update be received as information.

**MOTION 11-005**      **Carried**  
**5.b) Drop Structure Pricing**  
**Moved by Joe Peters**

That the information regarding drop structure pricing be received as information.

**MOTION 11-006**      **Carried.**  
**5.c) Bluehills Drainage**  
**Moved by Joe Peters**

That the local councilor will check to see if the flow restricting culvert has been installed. Land owner has verified that the culvert has been installed via telephone call. ASB may install a centerline culvert in the spring.

**MOTION 11-007**      **Carried**  
**5.d) VSI Information**  
**Moved by Danny Friesen**

That administration investigate increasing the VSI subsidy to 70% based on the 2010 costs.

**MOTION 11-008**      **Carried.**  
**5. e) Beaver Control Policy**  
**Moved by Dicky Driedger**

That administration and ASB members review the current policy and bring back recommendations to next meeting.

**MOTION 11-009**      **Carried.**  
**5.f) Mission Statement**  
**Moved by Joe Peters**

That the mission statement be received as information.

**MOTION 11-010**                    **Carried**  
**5.g) VAC Agreement**  
**Moved by Danny Friesen**

That the VAC agreement be received as information.

**Carried**

**MOTION 11-011**                    **5.h) Land Rental Agreement**  
**Moved by Walter Sarapuk**

That administration investigate the history of the land rental agreement and bring information to the next meeting.

**MOTION 11-012**                    **Carried**  
**5.i) 3 Year Capital Plan**  
**Moved by Dicky Driedger**

That the ASB budget for \$750,000 per year in the 3 year capital plan for drainage projects and lidar imaging.

**Carried**

**IN CAMERA**

**MOTION 11-013**                    **Moved by Dicky Driedger**

That the ASB move in camera.

**Carried.**

**MOTION 11-014**                    **Moved by Joe Peters**

That the ASB move out of camera.

**Carried**

**MOTION 11-015**                    **6.a) Roadside Mowing Tenders**  
**Moved by Danny Friesen**

That roadside mowing be tendered as per option 2. Commencement date in 2011 is July 11, completion date is August 23. The contract will be for 3 years plus a one year option at ASB's discretion. There are to be performance specifications included in the contract. Administration will bring back a draft contract to the next ASB meeting. Tenders will be opened at the March 30, 2011 council

meeting.

**Carried.**

**NEXT MEETING  
DATE**

**6.a) Next Meeting Date**

The next ASB meeting will be held on February 11, 2011 10:00 am in the La Crete office.

**ADJOURNMENT  
MOTION 11-016**

**7.a) Adjournment**

**Moved by Joe Peters**

That the ASB meeting be adjourned at 1:15 pm.

**Carried**

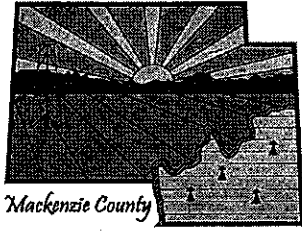
These minutes were approved on February 9, 2011.

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Walter Sarapuk, Chair

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Grant Smith, Agricultural Fieldman



## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	Regular Council Meeting
<b>Meeting Date:</b>	March 8, 2011
<b>Presented By:</b>	Marion Krahn, Supervisor of Planning and Development
<b>Title:</b>	<b>PUBLIC HEARING</b> Bylaw 795-11 Land Use Bylaw Amendment to Rezone Part of SE 21-110-15-W5M from Agricultural District 1 "A1" to Rural Industrial District 1 "RI1" (Fidler Pit Area, Anhydrous Ammonia Tank)

### BACKGROUND / PROPOSAL:

Bylaw 795-11, being a Land Use Bylaw amendment application to rezone Part of SE 21-110-15-W5M from Agricultural District 1 (A1) to Rural Industrial District 1 (RI1), received first reading at the February 8, 2011 Council meeting.

This application is submitted in conjunction with a Development Permit application for a 30,000 gallon NH3 (anhydrous ammonia) Storage Tank.

### OPTIONS & BENEFITS:

The subject land is currently zoned Agricultural District 1 which does not include Bulk Fertilizer Sales as a permitted or discretionary use. The only rural zoning district that includes Bulk Fertilizer Sales is Rural Industrial District 1 "RI1" which lists the use as a discretionary use.

Bulk Fertilizer Sales is described as:

***"BULK FERTILIZER SALES"** means a business operation that sells chemicals, in bulk, used for increasing the productivity of farm operations.*

The applicants' intension is to use this site as a permanent location for the storage and distribution of NH3 (anhydrous ammonia) to the local area farmers. The tank will be set

**Author:** L. Lambert                      **Reviewed by:** M. Krahn                      **CAO**

up and regulated in accordance to the Fertilizer Safety and Security Council. This will include fencing around the entire storage area.

NH<sub>3</sub> (anhydrous ammonia) is stored in pressurized vessels. In accordance with the County Land Use Bylaw, any pressurized vessel exceeding 10,000 gallons shall not be allowed within 2 miles of a Hamlet/Settlement, within 1 mile of a school site, or 450 meters from any residence. As a result, it stands to reason that a tank of this size or larger would be kept in rural areas.

There are no schools or Hamlet/Settlements within the vicinity and the nearest neighbor is approximately 800 meters south of the proposed tank location.

At present, one other NH<sub>3</sub> (anhydrous ammonia) storage and distribution site exists within the County, located east of La Crete. The Planning Department is not aware of any issues or concerns associated with the storage and distribution of NH<sub>3</sub> (anhydrous ammonia) at this site.

**COSTS & SOURCE OF FUNDING:**

All costs will be borne by the applicant.

**RECOMMENDED ACTION:**

**MOTION 1**

That second reading be given to Bylaw 795-11, being a Land Use Bylaw amendment to rezone Part of SE 21-110-15-W5M from Agricultural District 1 "A1" to Rural Industrial District 1 "RI1".

**MOTION 2**

That third reading be given to Bylaw 795-11, being a Land Use Bylaw amendment to rezone Part of SE 21-110-15-W5M from Agricultural District 1 "A1" to Rural Industrial District 1 "RI1".

**Author:**     L. Lambert     **Reviewed by:**     M. Krahn     **CAO**

**Mackenzie County**

**PUBLIC HEARING FOR LAND USE BYLAW AMENDMENT**

**BYLAW 795-11**

**Order of Presentation**

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

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

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

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

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

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

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

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

**REMARKS/COMMENTS:**

**BYLAW NO. 795-11**  
**BEING A BYLAW OF**  
**MACKENZIE COUNTY**  
**IN THE PROVINCE OF ALBERTA**

**TO AMEND THE**  
**MACKENZIE COUNTY LAND USE BYLAW**

**WHEREAS**, Mackenzie County has a Municipal Development Plan adopted in 2009, and

**WHEREAS**, Mackenzie County has adopted the Mackenzie County Land Use Bylaw in 2004, and

**WHEREAS**, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to amend the Mackenzie County Land Use Bylaw to accommodate Bulk Fertilizer Sales.

**NOW THEREFORE**, THE COUNCIL OF THE MACKENZIE COUNTY, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, HEREBY ENACTS AS FOLLOWS:

1. That the land use designation of the subject parcel known as:

Part of SE 21-110-15-W5M

be rezoned from Agricultural District 1 "A1" to Rural Industrial District 1 "RI1", as outlined in Schedule "A".

READ a first time this 8<sup>th</sup> day of February, 2011.

READ a second time this \_\_\_ day of \_\_\_\_\_, 2011.

READ a third time and finally passed this \_\_\_ day of \_\_\_\_\_, 2011.

---

Bill Neufeld  
Reeve

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William Kostiw  
Chief Administrative Officer



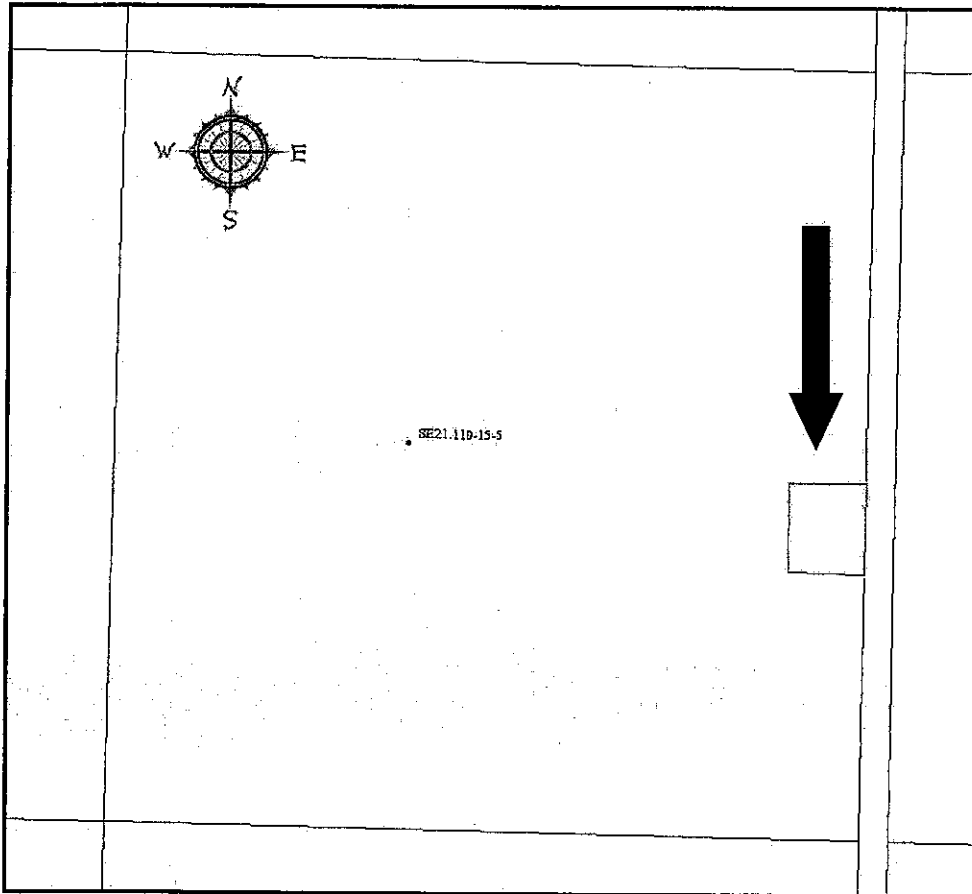
**BYLAW No. 795-11**

**SCHEDULE "A"**

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

Part of SE 21-110-15-W5M

North of Highway 58, Fitter Pit area be rezoned from Agricultural District 1 "A1" to Rural Industrial District 1 "RI1".



**FROM:** Agricultural District 1 "A1"

**TO:** Rural Industrial District 1 "RI1"

### **7.3 AGRICULTURAL DISTRICT 1 (A1)**

The purposes of this Land Use District are: to conserve land for a wide range of agricultural uses, to minimize the fragmentation of agricultural land, and to limit non-agricultural land uses to those which would not interfere with agricultural practices.

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

- a) Ancillary Building/Use
- b) Bunkhouse
- c) Extensive Agriculture
- d) Garden Suite
- e) Handicraft Business
- f) Home Based Business
- g) Intensive Agriculture (1) and (2)
- h) Farm Building
- i) Mobile Home
- j) Modular Home
- k) Single Detached Dwelling

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

- (a) Abattoir
- (b) Auction Mart
- (c) Autobody
- (d) Bed and Breakfast
- (e) Cemetery
- (f) Church
- (g) Communication Tower
- (h) Confined Feeding Operation
- (i) Contractor's Business
- (j) Farm Subsidiary Business
- (k) Forestry Lookout Tower
- (l) Industrial Camps
- (m) Intensive Recreational Use
- (n) Kennel
- (o) Public use
- (p) Retail Store
- (q) Sewage Lagoon
- (r) Sewage Treatment Plant
- (s) Stripping Top Soil
- (t) Tradesmen's business
- (u) Veterinary Clinic
- (v) Waste Transfer Station
- (w) Water Reservoir or Dugout

#### **C. PARCEL DENSITY**

Residential Uses: Three (3) parcels per quarter section, river lot or original titled property with the balance of the quarter section, river lot or original titled property

being one of the parcels; with the subdivided parcels being any two of the following:

- a. Existing farmstead or homestead,
- b. Vacant parcel
- c. Fragmented parcel

#### **D. LOT AREA**

##### **Country Residential Uses:**

Minimum Lot Area: 1.2 hectares (3.0 acres)

Maximum Lot Area: up to 4.05 hectares (10.0 acres) unless:

- a. an existing residence requires the approval of a larger parcel size to meet setback requirements or to include the entire yardsite;
- b. the parcel is fragmented to such a degree that a 4.05 hectares (10.0 acres) subdivision would render the remaining portion of the fragmented parcel difficult or useless for farming; or
- c. the bank of a natural water course or road plan is used as a boundary.

#### **E. NUMBER OF DWELLING UNITS**

A maximum of one dwelling unit shall be permitted on each of the following:

- a. a rural subdivision, and
- b. a rural subdivision that is a farmstead or homestead separation, and
- c. the balance of the quarter section

to a maximum of three dwellings on a quarter section, river lot or original titled property.

An additional dwelling unit may be allowed in this land use district if it is a Garden Suite or in accordance with Section 4.9 (Dwelling Units Per Parcel).

#### **F. MINIMUM FRONT YARD SETBACK**

- a) Lot fronting on a provincial highway, rural road, or undeveloped road allowance:
  - i. 41.1 metres (135 feet) from right-of-way, or
  - ii. 64 metres (210 feet) from centre line

#### **G. MINIMUM SIDE YARD SETBACK**

- a) 15.2 metres (50 feet);

- b) Unless a corner parcel where the minimum side yard shall be the same as the front yard unless otherwise required by the Development Officer.

**H. MINIMUM REAR YARD SETBACK**

15.2 metres (50 feet) unless otherwise required by the development Officer

**I. LANDSCAPING**

In addition to Section 4.23 of this Bylaw, the Development Officer may require any discretionary use to be screened from view with a vegetated buffer strip and/or other screening of a visually pleasing nature, satisfactory to the Development Officer.

**J. OTHER REQUIREMENTS**

The Development Officer may decide on such other requirements as are necessary having due regards to the nature of a proposed development and the purpose of this District.

For Agricultural subdivisions, those boundaries not adjacent to quarter section boundaries shall allow at least 100 meters between the subdivision boundary and the boundary of the quarter section.

### **7.35 RURAL INDUSTRIAL DISTRICT 1 "RI1"**

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

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

- (1) Extensive Agriculture and farm buildings.

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

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

#### **C. MINIMUM LOT SIZE**

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

#### **D. MINIMUM TOTAL FLOOR AREA**

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

#### **E. MINIMUM FRONT YARD SETBACK**

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

#### **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**

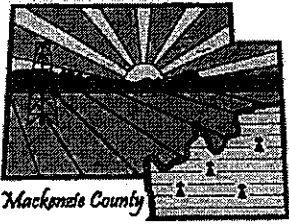
Rural industrial development shall be located where possible along highway corridors or identified collector roads.

**K. ON-SITE PARKING**

In accordance to Section 4.28 of this Bylaw.

**L. LANDSCAPING**

In accordance to Section 4.23 of this Bylaw.



# LAND USE BYLAW AMENDMENT APPLICATION

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

NAME OF APPLICANT <i>Newfeld Petroleum + Propane</i>		
ADDRESS <i>P.O. Box 757</i>		
TOWN <i>La Crete</i>		
POSTAL CODE <i>TOH 2H0</i>	PHONE (RES.) <i>7809</i>	BUS. <i>780-9283663</i>

COMPLETE IF DIFFERENT FROM APPLICANT		
NAME OF REGISTER OWNER <i>Herman Driedger</i>		
ADDRESS		
TOWN <i>La Crete</i>		
POSTAL CODE <i>TOH 2H0</i>	PHONE (RES.)	BUS. <i>928-3663</i>

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

QTR./LS. <i>SE</i>	SEC. <i>21</i>	TWP. <i>110</i>	RANGE <i>15</i>	M. <i>S</i>	OR	PLAN	BLK	LOT
-----------------------	-------------------	--------------------	--------------------	----------------	----	------	-----	-----

### LAND USE CLASSIFICATION AMENDMENT PROPOSED:

FROM: *A1* TO: *RI1*

### REASONS SUPPORTING PROPOSED AMENDMENT:

*To accomidate bulk Fertilizer Sales.*

I/WE HAVE ENCLOSED THE REQUIRED APPLICATION FEE OF \$ 150.00 RECEIPT NO. \_\_\_\_\_

*[Signature]*  
APPLICANT

*January 17, 2011*  
DATE

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

*[Signature]*  
REGISTERED OWNER

*Jan 18 - 2011*  
DATE

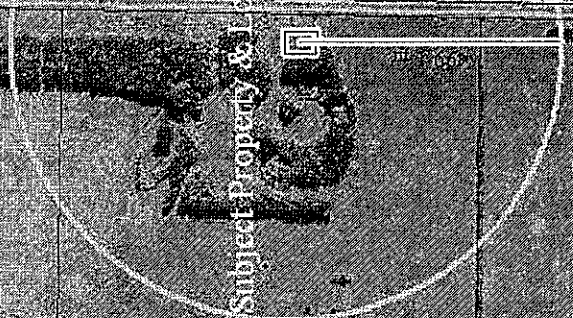


10000

50m Survey Interval

Subject Property & Location of Park

Nearest Neighbour





ROCKY LANE & AREA

4  
N

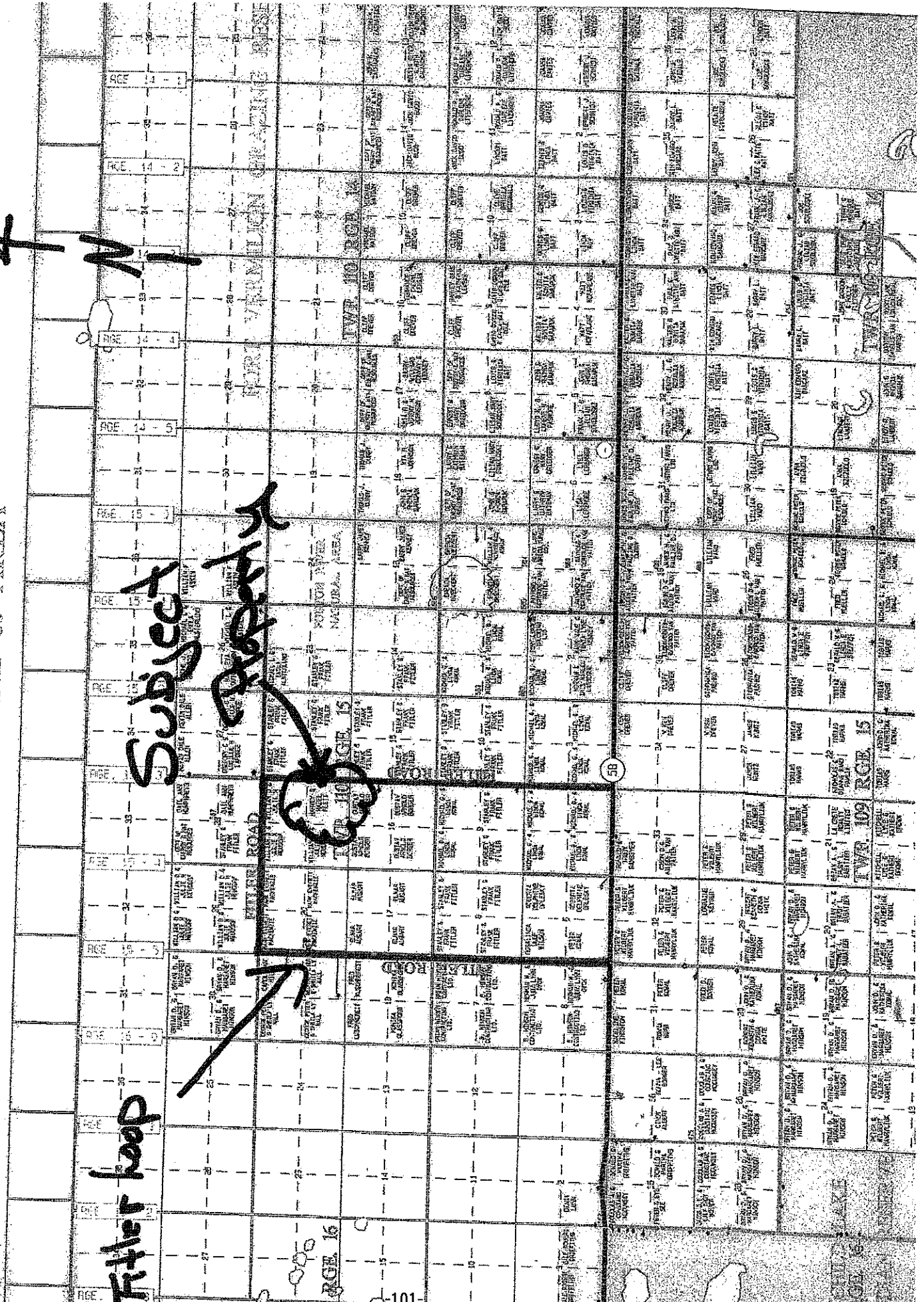
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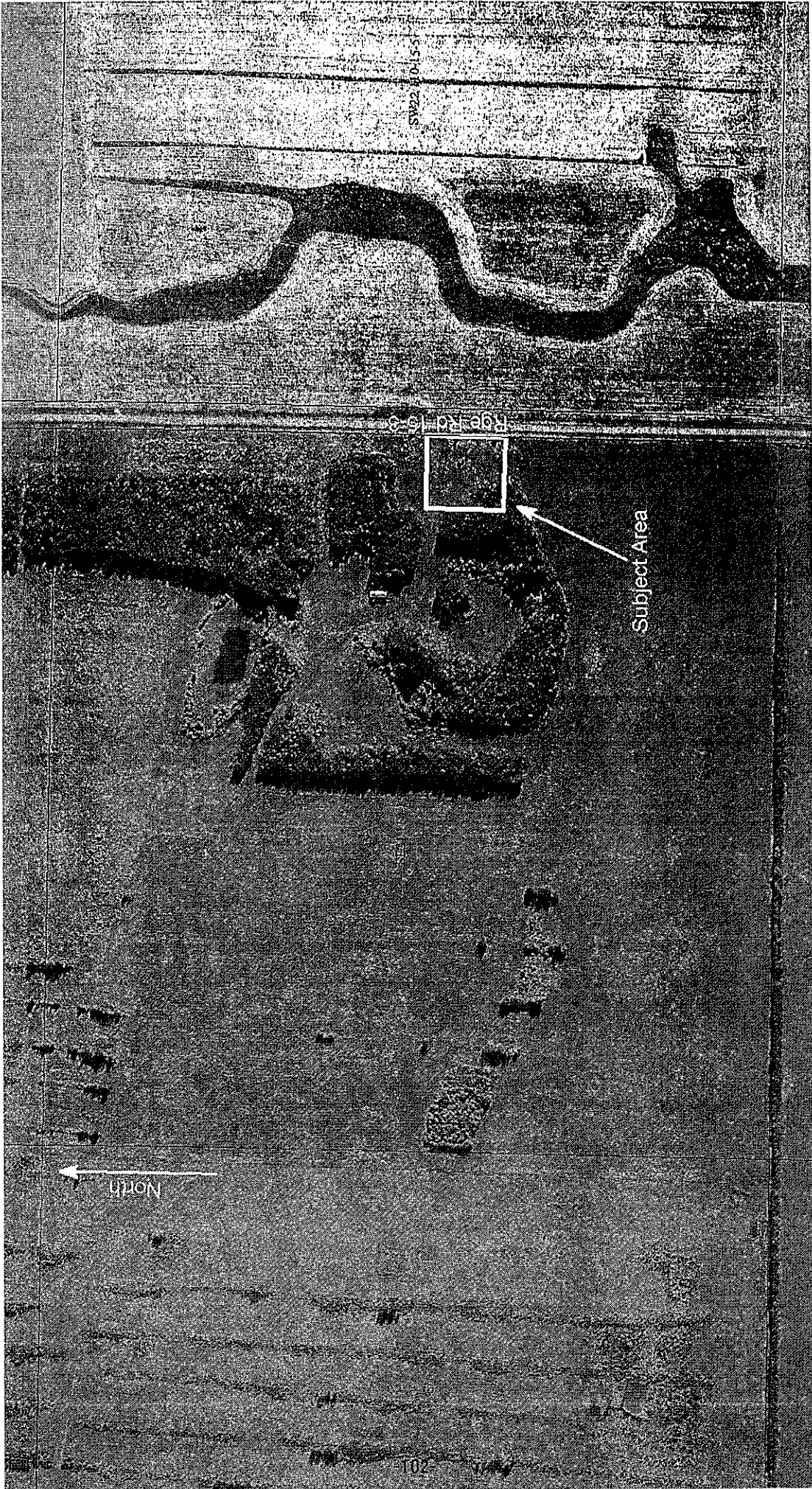
Subject

Property

58  
RGE 15

RGE 16





EGALS, PUBLIC NOTICES, TENDERS, JOB OPPORTUNITIES, REAL ESTATE

**ALTA APARTMENTS  
NOW AVAILABLE**

Bachelor 1 & 2-Bedroom Suites.  
Call Manager to view at 780-841-0208

**Employment Opportunity**  
Greyhound is seeking a  
**PART-TIME BOOKKEEPER**

Applicants can be emailed to:  
kurt.commonwealth@hotmail.com  
or fax to: 780-926-3476



**Employment Opportunity**  
**Customer Service Representative**

Full-time position  
Ensuring that our customer's needs are met is our #1 goal. The ideal candidate is a dynamic, multi-tasker who will take charge of administrative duties including AP/AR, bank deposits and order entry. You will need basic computer, bookkeeping or accounting skills. Previous experience in a customer service role is preferred.  
Fax resume's to Laura at (250) 877-7610



**Job Opportunities**

Best Canadian Motor Inn in High Level is seeking applicants to fill the following positions:

**HOUSEKEEPERS  
& NIGHT AUDITOR**

Experience an asset.  
Wage: \$12 - \$14 depending on experience.  
Interested applicants can apply in person to BCMI or fax resume to 780-926-3555

**WHERE PASSIONATE  
PEOPLE FIND THE WAY**

At ATB Financial, we do everything we can to make ATB the place to work. We want the best of the best working for Albertans.

An exciting opportunity has become available:  
**Customer Service Representative**  
Part Time  
High Level, Alberta

Where there's a way, our employees will find it. If you want to be a part of our great team, please apply online at [atbcareers.com](http://atbcareers.com) or at the branch.

Close date: March 2, 2011



We recruit all candidates for posting in this position. Only candidates referred for interviews will be considered.

**ATB Financial**



**Employment Opportunity**

Super 8 Motel is hiring for the following positions:

- **FRONT DESK**
- **HOUSEKEEPING**
- **BREAKFAST JANITOR**

Employee discounts available in and out of town. Group benefits, transfer options and great staff incentives.

**COME JOIN OUR TEAM!**

Drop off resume in person at Super 8 Motel located at 9502-114 Avenue



**Mackenzie County**

**Tenders For Roadside Mowing**

Mackenzie County invites bids for roadside mowing of grass and small brush for 2011, 2012, 2013 & 2014. Mowing will be done on a job contract basis, not on an hourly basis. There are four geographical areas to be mowed. Interested contractors should place separate bids for each different area.

Bid packages can be picked up at the County offices in Fort Vermillion and La Crete. Sealed tenders must be submitted to the County office in La Crete, AB prior to 12:00 PM, March 25<sup>th</sup>, 2011.

Tenders will be opened 1:00PM March 25, 2011 at the Agricultural Service Board meeting and submitted to Council for approval on March 30, 2011.

Sealed tenders may also be mailed or couriered

For more information please contact Grant Smith, Agricultural Fieldman, 780-927-3718.

Mackenzie County reserves the right to refuse or reject any tender it deems necessary.



**MACKENZIE COUNTY**

P.O. Box 1690, 9205-100<sup>th</sup> Street  
La Crete, AB T0H 2H0

**INVITATION TO TENDER**

**2011 Tractor Purchase**

Tender Packages may be obtained at the Mackenzie County Offices in Zama, High Level, La Crete and Fort Vermillion.

Sealed tenders will be received at the La Crete office, located at 9205-100<sup>th</sup> Street or by registered mail to the address shown above by 4:00 p.m. local time on March 30, 2011.

Mackenzie County reserves the right to reject all or any tenders and to accept any tender that is deemed most favorable to the County.

If you have any questions or require further information please do not hesitate to contact:

Al Hogan  
Director of Operations - North  
Mackenzie County  
Phone: 780-927-3718  
Fax: 780-927-4266

Toll Free: 1-877-927-0671



**MACKENZIE COUNTY**

**NOTICE TO RESIDENTS**

Council meetings have been scheduled as follows:

**Wednesday, February 23, 2011**  
4:30 p.m., County Office - La Crete, AB

**Tuesday, March 8, 2011**  
10:00 a.m., County Office - Zama, AB

Members of the public are welcome to attend and observe meetings of Council.



**MACKENZIE COUNTY**

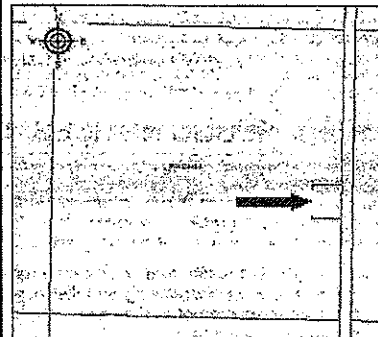
**NOTICE OF PUBLIC HEARING  
PROPOSED LAND USE BYLAW NO. 795-11**

Pursuant to the Municipal Government Act, being Chapter M-26 of the Statutes of Alberta, notice is hereby given that the Council of Mackenzie County will hold a public hearing prior to the second reading of Bylaw No. 795-11 for an amendment to Land Use Bylaw No. 462-04. The proposed amendment is:

That the property known as Part of SE 21-110-15-W5M, north of Highway 58 in the Filler Pit area, be rezoned from Agricultural District 1 "A1" to Rural Industrial District 1 "R11".

The adoption of this Bylaw may allow various rural industrial uses including: Extensive Agriculture and farm buildings, Agricultural supply depot, Bulk fertilizer sales, Bulk fuel storage, Bulk propane sales, Contractor's business, Fertilizer sales, Industrial Camps, Maintenance Yard, Manufacturing Firm, Natural resource extraction industry, Oil and gas servicing, Public use, Petroleum facility, Salvage/storage yard, Security suite, Sewage lagoon/sewage treatment plant and Mobile/Modular Home (Manufactured) Sales. (All use definitions as found in the County Land Use Bylaw 462-04.)

An Anhydrous Ammonia tank is proposed for this area.



The Public Hearing is scheduled for 1:00 p.m., **Tuesday, March 8, 2011** in the Zama Cornerstone Building in Zama, AB. The proposed bylaw may be viewed at the Mackenzie County office in Fort Vermillion during regular office hours. Please submit written submissions to the Development Officer prior to 4:30 p.m., **Friday, March 4, 2011**. If you have any questions regarding the hearing or the bylaw, please call Mackenzie County's Development Officer at 780-927-3718.





## MACKENZIE COUNTY

### Council Meeting Highlights

Regular meeting held February 8, 2011

Ashley Foley

#### CAO Contract

A contract for the new Chief Administrative Officer was approved by Deputy Reeve Sarapuk. The information and further discussions were done in-camera, a motion made by Councillor Flett.

#### Councillors appointed positions

Councillor Flett moved a motion that Councillor Jorgensen, Councillor Derksen, and Councillor J. Driedger be appointed to the Rural Water Line Committee. This motion was carried by Council.

#### Grow North

As well, Councillor Wardley moved a motion that Reeve Neufeld, Deputy Reeve Sarapuk, Councillor J. Driedger, Councillor Bateman and the Chief Administrative Officer be authorized to meet with Grow North. This motion was also carried by council.

#### FireSmart

Councillor Wardley made a motion, that was carried by council, that the County sponsor \$500 toward the FireSmart Community Series in Edmonton, in March 2011.

#### RV Park Road Request for Proposal

The RV Park Road Request for Proposal tenders were opened at Council by John Klassen, Director of Operations (South). The tenders received were as follows: Forest Trotter: \$200,000.00 (Immediate Construction); Pine Ridge Logging \$156,595.00 (Immediate Construction) and \$187,914.00 (Summer Construction); Total Harvesting Ltd. \$88,800.00 (Summer Construction); Wiens Enterprises \$183,198.00 (Summer Construction); Timberbound Construction \$147,470.00 (Summer Construction).

A motion was moved by Councillor J. Driedger that the RV Park Road Request for Proposal be awarded to the lowest qualified tender, which was carried by council.

#### Bylaw 777-10 Subdivision Plan Cancellation (Public Hearing)

Part of SW 25-105-14-W5M (Plan 952 1919, Block 1, Lot 1 (Wilson Prairie Area) was called at council by Reeve Neufeld. Councillor J. Driedger moved second reading on the bylaw, for the purpose of reverting the lands back into SW 25-105-14-W5M, from which the subdivision was taken; and Councillor Braun moved third reading. Both were carried by council.

#### Bylaw 788-10 Land Use Bylaw Amendment

Bylaw 788-10 Land Use Bylaw Amendment to Rezone Part of SW 2-106-15-W5M (Plan 982 3499, Block 1, Lot 1) from Agricultural District 1 "A1" to Rural Industrial District 1 "R11" (La Crete Rural). Reeve Neufeld called the public hearing for bylaw at Council and there were no submissions. Councillor Braun moved first reading on the bylaw and Councillor J. Driedger moved third. Both were carried by Council.

#### Bylaw 798-11 Water & Sewer System Bylaw

Councillor Braun moved a motion that administration be instructed to bring back some options regarding the industrial water rates by June 15, 2011, which was carried by Council. Deputy Reeve Sarapuk moved first reading, Councillor Derksen moved second reading, Councillor Jorgensen moved consideration for third reading, and Councillor Flett moved third reading of the bylaw. All of these were carried by Council.

#### Golf Course Assessments

Councillor Braun moved a motion that the golf course assessment approaches be accepted for information, which was carried by council.

#### Tax Write-Off

Rolls 192075, 076973, 077126, 098336 Tax Write-Offs. Councillor Wardley moved a motion that penalties of \$267.84 for roll 192075, \$164.64 for roll 076973, \$13.48 for roll 077156, and \$85.91 for roll 098336 be written off and penalties of \$32.14 for roll 192075, \$1976 for roll 076973, \$1.62 for roll 077126 and \$10.31 for roll 098336 be voided. The motion was carried by council.

#### Business Plan

Councillor J. Driedger moved a motion that a workshop be scheduled for review of the 2011-2014 Business Plan by Council and administration on March 2, 2011 at

10:00 a.m. in La Crete. This motion was carried by Council.

#### Tri-Council Meeting Agenda Items

Councillor Wardley moved a motion that the following items be included for discussion at the tri-Council meeting on March 29, 2011: Highway 88, Town of High Level Housing Authority, Destination Marketing Organization - Delegation, Regional Airport Authority. This motion was carried by Council.

#### La Crete & Area Chamber of Commerce AGM

The Chamber offered a table of eight to County representatives to attend the AGM. Councillor Bateman argued that she would not pass a motion for a table of eight, because there are 10 Councillors and everyone should have a chance to attend the AGM, with their spouses if desired. Councillor Wardley made a motion that all Councillors be authorized to attend La Crete & Area Chamber of Commerce Annual General Meeting, on February 25, 2011. This was carried by Council.

#### Subdivision Development Appeal Board Workshop

A motion was made by Councillor D. Driedger that the Subdivision and Development Appeal Board members be authorized to attend the Subdivision and Development Appeal Board Workshop, offered by Alberta Municipal Affairs. This motion was carried by Council.

#### Communications

Communications for Mackenzie County was discussed in order to calculate ways in which to save money in the future. Option one was that Mackenzie County tender the supply and service of all County cell phones. Option two was that Mackenzie County purchase and install 2-way radios in all equipment and tender cell phones for County management and leadhands. Councillor Wardley suggested offering a payment allowance so the County does not have to purchase new phones. Reeve Neufeld brought up that with Alberta going hands-free in a few months, they should be responsible for also supplying Bluetooth and hands-free devices along with phones. Councillor J. Driedger agreed with Councillor Wardley, and said "cell phone allowances is the only thing that works." CAO Bill Kostiv estimated that the County spends approximately \$100,000 a year on cell phone bills, and \$200,000 on land line phone bills. Councillor Jorgensen moved a motion that Communications Ad Hoc Committee be established consisted of Councillor J. Driedger, Councillor Flett, Councillor Wardley and Reeve Neufeld as ex officio. This motion was carried by Council.

#### Highway 88 Base Paving

A motion was moved by Councillor Wardley that the County continue to work with senior government officials to move the Highway 88 base paving project forward. This motion was carried by Council.

#### Tompkins Fire Hall

Councillor Wardley moved a motion that the Tompkins Fire Hall Capital Project Budget be amended to include the additional funds required in the amount of \$66,530.75 with the additional funding coming from the Emergency Services Reserve. This motion was carried by Council. Councillor D. Driedger also moved a motion that the Tompkins Fire Hall Construction tender be awarded to Ed Harder Construction, which was also carried by Council.



## MACKENZIE COUNTY

### NOTICE TO RESIDENTS

Council meetings have been scheduled as follows:

Wednesday, February 23, 2011  
4:00 p.m.  
County Office - La Crete, AB

Tuesday, March 8, 2011  
10:00 a.m.  
County Office - Zama, AB

Members of the public are welcome to attend and observe meetings of Council.



## Mackenzie County

### Tenders For Roadside Mowing

Mackenzie County invites bids for roadside mowing of grass and small brush for 2011, 2012, 2013 & 2014. Mowing will be done on a job contract basis, not on an hourly basis. There are four geographical areas to be mowed. Interested contractors should place separate bids for each different area.

Bid packages can be picked up at the County offices in Fort Vermilion and La Crete. Sealed tenders must be submitted to the County office in La Crete, AB prior to 12:00 PM, March 25<sup>th</sup>, 2011.

Tenders will be opened 1:00PM March 25, 2011 at the Agricultural Service Board meeting and submitted to Council for approval on March 30, 2011.

Sealed tenders may also be mailed or couriered.

For more information please contact Grant Smith, Agricultural Fieldman, 927-3718.

Mackenzie County reserves the right to refuse or reject any tender it deems necessary



## MACKENZIE COUNTY

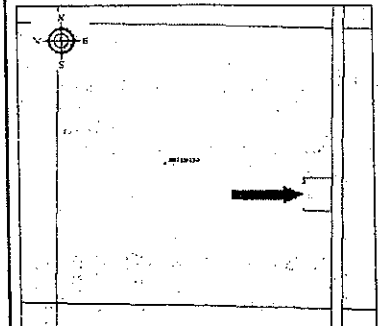
### NOTICE OF PUBLIC HEARING PROPOSED LAND USE BYLAW NO. 795-11

Pursuant to the Municipal Government Act, being Chapter M-26 of the Statutes of Alberta, notice is hereby given that the Council of Mackenzie County will hold a public hearing prior to the second reading of Bylaw No. 795-11 for an amendment to Land Use Bylaw No. 462-04. The proposed amendment is:

That the property known as Part of SE 21-110-16-W5M, north of Highway 58 in the Filter Pit area, be rezoned from Agricultural District 1 "A1" to Rural Industrial District 1 "R11".

The adoption of this Bylaw may allow various rural industrial uses including: Extensive Agriculture and farm buildings, Agricultural supply depot, Bulk fertilizer sales, Bulk fuel storage, Bulk propane sales, Contractor's business, Fertilizer sales, Industrial Camps, Maintenance Yard, Manufacturing Firm, Natural resource extraction industry, Oil and gas servicing, Public use, Petroleum facility, Salvage/storage yard, Security suite, Sewage lagoon/sewage treatment plant and Mobile/Modular Home (Manufactured) Sales. (All use definitions as found in the County Land Use Bylaw 462-04.)

An Anhydrous Ammonia tank is proposed for this area.



The Public Hearing is scheduled for 1:00 p.m., Tuesday, March 8, 2011 in the Zama Cornerstone Building in Zama, AB. The proposed bylaw may be viewed at the Mackenzie County office in Fort Vermilion during regular office hours. Please submit written submissions to the Development Officer prior to 4:30 p.m., Friday, March 4, 2011. If you have any questions regarding the hearing or the bylaw, please call Mackenzie County's Development Officer at 780-927-3718.



## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>March 8, 2011</b>
<b>Presented By:</b>	<b>William Kostiw, Chief Administrative Officer</b>
<b>Title:</b>	<b>CAO &amp; Director Reports</b>

### BACKGROUND / PROPOSAL:

See attached Director reports.

### OPTIONS & BENEFITS:

### COSTS & SOURCE OF FUNDING:

### RECOMMENDED ACTION:

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

Author: C. Gabriel Reviewed By: \_\_\_\_\_ CAO \_\_\_\_\_



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

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**Current and Completed Corporate Services Department Projects/Activities:**

- Community Sustainability Committee
  - A letter of response regarding the Municipal Sustainability Strategy was sent to Municipal Affairs.
- Finance Committee
  - Prepared a package and attended the February 7 meeting;
  - Personal Vehicle Use Policy will be presented to Council at the March 8, 2011 meeting;
  - Ambulance Buildings – options are being reviewed and will be brought forward to Council.
- Agricultural Land Use Planning Committee – prepared the package and attended the meeting on February 22, 2011.
- Business Planning Workshop – prepared the workshop material and facilitated the workshop on March 2.
- Water & Sewer Services Bylaw – an industrial water rate RFD will be presented to Council at the March 8<sup>th</sup> meeting. Sewer disposal tipping fees are under review and will be presented to Council prior to June, 2011.
- 2011 Assessment – assessments are being downloaded into the County's system. We are waiting for the school and lodge requisitions.
- 2010 Year End – the Department spent a considerable amount of time preparing for the 2010 audit (March 7-9, 2011).
- Tallcree First Nations – received the legal counsel documents – reviewing their recommendations.
- The department is currently researching and working on proposed revisions to the existing reserves policies after receiving some feedback from the Finance Committee members. This information will be presented and reviewed by the Committee prior to being presented to Council with the Committee's recommendations.

**Legal Files Update**

No updates to report

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

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**Personnel/Human Resources.**

No changes to report

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

- Draft a new Bursary Policy for Finance Committee to Review
- 2011 taxes – download/reconcile assessments and prepare tax bylaw
- 2011 budget revision to incorporate requisitions
- Long Term Capital Plan that correlates with a new business plan of Council
- Grants applications preparation as new programs become available
- Job Description – a review and update of all job descriptions

Respectfully submitted,

Joulia Whittleton



## COUNCIL CONFIDENTIALITY AND CODE OF CONDUCT

### THE DIFFICULT PROBLEM OF THE "RENEGADE" COUNCILLOR

In the evaluation forms and comments we receive following our annual "Emerging Trends" presentations we have in every year received inquiries about how to handle councillors who do not seem to appreciate or, in any event, do not appear to comply with the provisions in the *MGA* requiring them "to keep in confidence matters discussed in private any council or council committee meeting until discussed at a meeting held in public."<sup>1</sup> As already alluded to in our discussion of human resources and personnel issues, we have also been consulted over the years as to our thoughts on how best to deal with councillors who assume unto themselves the role of "boss" and take it upon themselves to attempt to directly discipline or supervise municipal employees. Other issues brought to our attention with respect to so-called "renegade" councillors include matters relating generally to inappropriate conduct and disruptive behavior, gifts and benefits, communications with the media and use of municipally owned property or resources. With respect to "inappropriate conduct" and "disruptive behaviour" this can range from the use of inappropriate language to more extreme behaviours such as engaging in fisticuffs in council chambers.

#### D) PROACTIVE MEASURES

In our view, there are a number of steps that can be taken by a municipality to attempt to help to prevent issues such as are discussed above from arising. The best time to consider such measures in our view is when there is no immediate problem. If administration (likely the CAO) is to play any role in dealing with such issues it is best to have a clear and express delegation of authority in this regard. It is realistic to understand that problems have arisen in various places in Alberta and that there is a potential for such problems to arise in every municipality. Accordingly, proactive measures are considered reasonable and prudent.

#### EDUCATION

Councillors may be elected who have no previous experience with Municipal Government or the governing legislation pertaining to it. More experienced councillors as well as administration, may benefit from periodic reminders and discussion of governance issues. Accordingly, we consider it prudent and would recommend that ongoing opportunities for the ongoing education of councillors and administration be provided. Such things as council workshops or council orientations after an election or at the time of the annual general meeting are recommended and can in our view serve as vehicles to identify and resolve any misunderstandings about appropriate roles, responsibilities and duties and with respect to parameters or limits on the scope of the same.

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<sup>1</sup> *MGA* Section 153(e)

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## COUNCIL CODE OF CONDUCT AND CONFIDENTIALITY POLICY

Establishing clear standards for elected officials is an important component of ensuring enhanced governance. Establishing parameters with respect to the disclosure of confidential information is an important aspect of the foregoing. This is especially so in light of the *Freedom of Information and Protection of Privacy Act*, R.S.A. 2000, c. F-25 (“*FOIPP*”), which imposes stringent obligations on public bodies, including municipalities to safeguard personal information that is in their possession and control. Consideration of a Council Confidentiality Policy also presents an opportunity for a municipality to address other pertinent issues that relate to the conduct of Councillors, which together might be included in a more comprehensive Code of Conduct. In addition to providing our comments on the scope and content of a confidentiality policy for Council, we have also identified issues for a broader Code of Conduct.

Many municipalities have codes of conduct and confidentiality policies that are applicable to their employees. However, many have no such policies as regards council. In our view, the ideal time to consider adopting policies such as this that apply to council is when there are no immediate or ongoing issues or disputes. That way, the matter can be looked at in a calm environment and in a reasonable, principle-driven way.

### CONFIDENTIALITY POLICY

In our opinion, the general provisions included in most comprehensive Employee Agreements or Employee Confidentiality Policies are appropriate as well for a Council Confidentiality Policy (the “Policy”), with some modifications.

In order to have its intended effect the Policy should be straight forward. First, and foremost, the Policy should simply provide that a Councillor shall not disclose confidential information unless disclosure is required by law. We would recommend against utilizing the alternate wording for this proviso “unless disclosure is authorized by law”. Within this context, there may be circumstances where it is lawful to disclose confidential information. In that sense, the disclosure of such information is “authorized by law”. Nevertheless, it may be undesirable or inappropriate for a Councillor to disclose such information. For this reason we recommend the wording “unless disclosure is *required* by law”.

Provision should be made that determination of whether confidential information ought to be disclosed is not a decision for individual Councillors to make. Rather, it is a decision, in general, that is to be made by Council as a whole. In the case of information requests made under *FOIPP*, determination of whether information should be released is determined by the head of the municipality for the purposes of *FOIPP*. In the absence of a *FOIPP* bylaw designating such a person, the CAO is considered the head of the municipality for the purposes of *FOIPP*, and consequently will make disclosure decisions.

Further, the Policy should include a provision that addresses the consequences of non-compliance. In a Council context, such a provision could provide that non-compliance might result in censure by Council, or the suspension and/or removal from Council Committee

appointments, the foregoing of which would be decided by Council as a whole, in each particular case.

Moreover, we recommend that the Policy define what constitutes confidential information, in order to provide clarity and guidance to Councillors. In this regard, we have provided a suggested definition set-out below. The definition encompasses:

- (1) information that is prohibited from being disclosed under *FOIPP*, or other legislation;
- (2) information taken during a closed session of Council in accordance with subsection 153(e) of the *Municipal Government Act*, R.S.A. 2000, c. M-26 (the "*MGA*"); and
- (3) other information that broadly pertains to the business of the Town, and is generally considered to be of a confidential nature.

The suggested definition is set-out below.

Confidential Information means:

- (1) information that the Town is either prohibited from disclosing or is required to refuse to disclose under the *Freedom of Information and Privacy Protection Act* or other legislation;
- (2) all information received, reviewed or taken in a closed session of Council or a Council committee, until such information is discussed in a meeting of Council or a Council Committee held in public; and
- (3) any information that could reasonably be considered to be of a confidential nature, including but not limited to information relating to:
  - (i) the security of the property of the Town;
  - (ii) a proposed or pending acquisition or disposition of land;
  - (iii) a tender that has or will be issued but has not been awarded;
  - (iv) labour relations;
  - (v) litigation or potential litigation, including matters before administrative tribunals;
  - (vi) advice that is subject to solicitor-client privilege; and
  - (vii) employees, agents, contractors, customers and suppliers of the Town.

### COUNCIL CODE OF CONDUCT

As discussed, there is an increased recognition that municipalities would benefit from a more detailed and comprehensive Code of Conduct policy governing Council. Again, while many municipalities have adopted comprehensive employee policies, to some extent, Council policies may have lagged behind. The following are issues that might be addressed in a Council Code of Conduct:

- Communications Protocol Amongst Councillors – The *Municipal Government Act*, R.S.A. 2000, c.M-26 (the “*MGA*”) requires municipal councils to conduct their deliberations in public, save for narrow exceptions expressly spelled-out in the *MGA*. As a result, issues that a Councillor wishes Council to address should generally be brought forward and included on the agenda of a Council meeting. Moreover, correspondence and secondary materials that a Councillor wishes to bring to the attention of Council should be done in accordance with any formal processes established by Council. This will also ensure appropriate records management by the municipality.

Further, the Code could address limitations on meetings and discussions held by Councillors outside of official Council meetings.

- Communications with Third Parties – The Code might establish protocols respecting communications and liaison efforts with third parties, particularly other heads of government (federal, provincial or municipal). This might include designating a person or persons through whom council positions on issues are required to be communicated. For example, the Code might provide communications concerning matters of a political nature be directed through the Mayor whereas matters of an administrative/operational nature be directed through the CAO. With respect to political matters, the Code could also define the limits on a Mayor’s authority, for example that the Mayor must be careful to communicate only positions approved by council as a whole.
- Conduct Respecting Administration – The roles and responsibilities of administration are different from the roles and responsibilities of a Councillor. Ongoing interaction and communication between Councillors and administration is important. However, the foregoing can become problematic if the lines between Council and administration are not clearly drawn. In this respect, the Code might establish a protocol for making inquiries of administration outside of Council meetings, including the manner in which inquiries should be made, and might also identify parameters where issues raised with administration should be brought to the attention of Council as a whole, and included on the Council agenda. The Code should either be consistent with any existing Procedures Bylaw or any such Bylaw must be amended concurrently with the adoption of the Code. Generally, the *MGA* provides that Councillors are to obtain information about the operation or administration of the municipality from the CAO or someone designated by the CAO. The Code should be consistent with this statutory requirement.

The Code might also clarify generally that Councillors should not use administration as a means to circumvent Council processes. Likewise, the Code might stipulate that Councillors should avoid involving themselves in matters of administration, which falls within the jurisdiction of the CAO, and not Council. The Code might affirm that decision-making authority lies with Council as a whole, and not individual Councillors. The Code might also expressly state that it is generally inappropriate for a Councillor to personally make inquiries of staff or alternately direct the actions of staff.

It may also be desirable to provide a more detailed communications protocol to address situations where the Councillor as a ratepayer or businessperson has dealings with administration.

- Inappropriate or Disruptive Conduct – Provision could be made respecting the general conduct of Councillors, including that Councillors have a duty to treat members of the public, administration and one another respectfully and professionally. The consequences of a breach of these provisions can be expressly set out including who makes the decision that there has been a breach, and what enforcement mechanisms are available to that person or persons. For example, if there is disruptive conduct in the course of a council meeting, the Code should set out what sanctions or actions are available, up to and including excluding a councillor from the remainder of a meeting in which such conduct occurred.
- Pecuniary Interest - The Code could also reinforce the requirement under the provisions of the *MGA* to avoid conflicts-of-interest and to withdraw from any matter before Council where the Councillor has a pecuniary interest as defined by the *MGA*. However on this last point, in our view it is the individual councillor's decision to make in each case to withdraw from a matter or not, subject to running the risk that the majority of council or an elector may bring a court action to have the councillor declared disqualified<sup>2</sup>.
- Election Campaigns – The regulation of municipal election campaigns is governed by the *Local Authorities Election Act*, R.S.A. 2000, c. L-21 (the "*LAEA*"). Nevertheless, the Code might address campaign-related issues, in a manner that complements the *LAEA*. For example, the Code might stipulate that Councillors are not permitted to use the Town's equipment and facilities for campaign-related activities. Similarly, the Code might provide that Councillors may not engage Town staff for any election-related purpose during working hours. Finally, the Code might stipulate that Councillors are personally responsible for ensuring their compliance with all applicable election-related statutes, and therefore should not make inquiries of, or rely on Town employees for advice and direction in this regard.
- Expenses – Councillors inevitably incur a diverse array of expenses. The Code might set-out what expenses are reimbursable, including the imposition of any expense limits. Key issues to consider in this regard include establishing parameters for reimbursement in the following instances:
  - Conference fees (including when and what type of conference fees are reimbursable), and any incidental costs including travel, meal and lodging expenses;
  - Political party functions;
  - Community and charitable functions;

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<sup>2</sup> *MGA*, s. 175

- Expenses incurred while hosting third parties, including officials from other heads of government and out-of-town delegations;
- Meal expenses incurred during regular working hours;
- Cell phone charges; and
- General out-of-pocket expenses.

Further, the Code might set out a process for the review and approval of expense claims, if such a process does not already exist.

- Gifts and Benefits – Councillors are often the recipients of gifts and other benefits. The foregoing is often incidental to their duties as a Councillor while attending community events, or meeting and interacting with constituents at various venues outside of Council. While gift giving is often an indication of genuine appreciation for the work of the Councillor, in other instances gifts may be made, or at the very least perceived to be made in an effort to influence, or manipulate the Councillor. This is particularly the case when the Councillor receives a gift or benefit from a party who has some form of business relationship with the municipality. Determining whether a gift is appropriate, both as a matter of substance and perception, is often a difficult and subjective task. As a result, provision in the Code might assist in providing clarity.

Key issues to consider for the Code include: (1) establishing parameters, in respect of the receipt of food, alcoholic beverages, lodging, transportation and entertainment from third parties; (2) whether a councillor is entitled to accept a reduced ticket rate for the likes of fundraisers, golf tournaments; concerts, sporting events, etc., and if so when, and in what context; (3) establishing parameters regarding the use of property or facilities such as vehicles, office space, or vacation property from third parties; and (4) establishing parameters regarding a Councillor's promotion and/or solicitation on behalf of third party organizations, including community associations and charities. The Code might also establish monetary limits respecting the receipt of gifts and benefits from any one person or organization over the course of a specified period. Further, the Code might require that Councillors file an annual disclosure statement listing the gifts and benefits received during a specified period, including an approximation of their monetary value.

- Media Communications – Receiving media inquiries, and otherwise interacting with the media inevitably flows from being a Councillor. Such communications can lead to conflict when a Councillor fails to accurately communicate the decisions of Council, or impugns the motives of other Councillors or stakeholders, in respect of a matter before Council. In order to address these and other issues, the Code might: (1) establish general guidelines for Councillors when conversing with the media; (2) establish a protocol, in respect of what individual or individuals speak on behalf of Council when a matter is decided upon (usually this would be the Mayor); (3) establish a protocol for the issuance of press releases and other media statements; and (4) generally provide that communications with the media should reflect that Council acts, and decides matters as a single entity, and not as collection of individual Councillors.

- Municipal Records – In general, Councillors will be provided with various municipal records, in order for Council to be able to perform its responsibilities. Nevertheless, there is the potential for abuse, particularly where information is being requested for a purpose that falls outside the scope of a Councillor fulfilling his or her duties. Moreover, requests for information can involve significant staff time. As a result, the Code could establish general parameters, in respect of Councillor requests for information including that such requests must be made for proper purposes. Moreover, the Code might designate a person or persons through whom such requests are to be directed.
- Use of Public Property – Councillors by virtue of their office have access to various property, equipment and supplies of the Town. As a result, the Code could address parameters of access and use. The Code could also address what the consequences of any breach might be, and who is authorized to make such a decision.
- Compliance with the Code of Conduct – The Code should set-out procedures in the event a Councillor fails to adhere to any provision contained therein. This will require designating a person or persons for overseeing compliance of the Code. It could also include responsibilities of Councillors or senior administration to report breaches. In most instances this will be the Mayor. However, the Mayor, as a member of Council, will similarly be expected to comply with the Code. Therefore, if the Mayor is designated as responsible for overseeing compliance, it will be necessary to appoint a different person or persons to oversee the Mayor's compliance (such as the CAO or the Deputy Mayor).

In the event of possible non-compliance, the person or persons responsible for overseeing compliance would be responsible for making appropriate inquiries of the particular Councillor. If it were determined that a breach did in fact occur, then the person or persons responsible for compliance might require the Councillor to take appropriate steps to rectify or account for the breach. It may also be desirable to impose an automatic reporting requirement to Council when a breach is determined to have occurred. An automatic reporting provision enables Council to identify patterns of non-compliance. If a breach is serious, or if a Councillor exhibits a general pattern of non-compliance, then Council may elect to exercise its discretion to take steps against the Councillor, including censuring the Councillor, or removing or withholding certain privileges from the Councillor.

## II) REACTIVE MEASURES

Unfortunately, and as alluded to above, we are aware of instances that have arisen from time to time with respect to virtually all of the issues discussed above, and in circumstances where the affected municipalities did not have in place a code of conduct to guide them as to how to deal with the situation. These occurrences have frequently proven to be quite frustrating and problematic for the affected municipalities in that the *Municipal Government Act* is largely silent as to how to deal with these with these situations.

For example, although section 153(e) is clear that councillors have a duty to keep confidential matters in confidence, there are no provisions in the *MGA* providing expressly for consequences for a breach of that duty. The *MGA* does provide in section 174 a list of reasons that a councillor may be disqualified from council. Noticeably absent from that list are: breaches of the duty of confidentiality; breaches of the prohibition against exercising a power or function specifically assigned to this CAO or a designated officer;<sup>3</sup> inappropriate and disruptive behaviour; or inappropriate communications with the media or third parties.

That is not to say that there is nothing the majority of council can do in such circumstances. Even in the absence of an express policy, it has been our advice generally that the majority of council, which has the responsibility for “making sure that the powers, duties and functions of the Municipality are appropriately carried out,”<sup>4</sup> are in a position, at least in a limited way, to try to hold a councillor accountable for these non-disqualifying behaviours which nevertheless interfere with good governance of the Municipality.

As an example, if a councillor is privy to confidential information as a result of the councillor’s membership on a committee, and the councillor has nevertheless disclosed confidential information, it may be appropriate for the majority of council to remove the councillor from that committee. Where some sort of abuse of municipally owned property has taken place, the majority of council may determine that certain privileges with respect to the use of that property should be removed.

Where a councillor has engaged in inappropriate or disruptive behaviour, the majority of council may consider passing a censure motion, publicly rebuking the councillor for the conduct. In cases of extreme conduct of course, affected persons may have recourse to the laying of criminal charges, or exercising their right to bring a civil action (a lawsuit). If the breach of a duty imposed by the *MGA* results in damages to the municipality or a claim for damages against the municipality, it may be in a position to pursue legal action against the councillor in breach.

Finally, the *MGA* does provide the Minister with very broad powers with respect to “any matter connected with the management, administration or operation of any municipality<sup>5</sup>.” A request from the council of a municipality can trigger a Ministerial inspection<sup>6</sup> or a Ministerial inquiry<sup>7</sup>. The result of such a process can be a Ministerial Order or direction to council, and if that is not complied with, the ultimate sanction is Ministerial dismissal of council or any member of it<sup>8</sup>. Given the intrusive nature of a Ministerial investigation or inquiry, and the extreme nature of the

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<sup>3</sup> *MGA* Section 201(2)

<sup>4</sup> *MGA* Section 201(b)

<sup>5</sup> *MGA*, section 571

<sup>6</sup> *MGA*, section 571

<sup>7</sup> *MGA*, section 572

<sup>8</sup> *MGA*, section 574



sanctions that may arise therefrom, a council request for the exercise of such powers should be considered only in the most extreme of cases.



To: William (Bill) Kostiw, Chief Administrative Officer  
From: Marion Krahn, Supervisor of Planning and Development  
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**Completed Projects:**

- Land Use Bylaw public meetings in La Crete, Zama, Fort Vermilion and High Level have been completed. Approximate attendance is: La Crete – 160, Zama – 50, High Level – 50 and Fort Vermilion – 50.

**Ongoing Projects:**

- Draft County Land Use Bylaw. Comments from the public and MMSA will be presented to Council at the March 30, 2011 Council meeting for direction.
- Review of draft Airport Vicinity Protection Area is underway.
- Subdivision review of by Stewart Weir is ongoing. Administration met with Stewart Weir on December 16, 2010 to discuss this and other matters. Stewart Weir recommends that a meeting be held with each developer (having an outstanding subdivision) to review the deficiencies and form a plan for resolution.
- Draft General Municipal Improvements Standards are being processed. Stewart Weir has provided Administration with the final draft which is currently under review. The final version is intended to be presented to Council in April.
- Safety Codes Service Contract. Administration is negotiating the terms of the contract with Alberta Permit Pro.
- The data for Hamlet maps are being consolidated into one map per Hamlet with layers that can be turned on and off as desired. This will streamline the mapping process as only one map will need to be amended when changes occur. This process has been completed for the Hamlets of Zama and Fort Vermilion. The process for the Hamlet of La Crete maps is currently on hold due to technical problems.
- At the direction of the Municipal Planning Commission (MPC), Administration is conducting a review of the Municipal Reserve Policy RESV 10. The intent of this review is to bring back options for the calculation of Municipal Reserve (money in lieu of land).
- At the direction of the MPC, Administration is preparing a draft policy intended to prevent the issuance of a new Development Permit when the existing development and/or access contains deficiencies. The intent of this policy is to provide an incentive to developers to complete their development to the required specifications and to prevent the existing problems from being compounded upon.
- The matter of the access/road to Part of SE 26-104-14-W5M (Plan 002 3789, Block 1, Lot 1) is ongoing.
- The Development Department has been receiving numerous subdivision enquiries. Some of these enquiries relate to the SRD lands being sold.
- The Development Department has been receiving enquiries about rural addressing.

To: William (Bill) Kostiw, Chief Administrative Officer  
From: Marion Krahn, Supervisor of Planning and Development  
Page 2

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**Future Projects and Goals:**

- Review of Development practices to ensure that adequate Bylaws and Policies exist.
- Area Structure Plans for Fort Vermilion, Zama and La Crete.

Respectfully submitted,

Marion Krahn

# **Director of Operations (South) Report For March 8, 2011 Regular Council Meeting**

## **Past;**

- February 10<sup>th</sup> attended the AJA project winter shut down meeting and discussed potential issues with spring runoff.
- February 23<sup>rd</sup> the Parks Committee reviewed the south budget and administration presented some potential options for consideration, and the Committee will review the complete budget at the next Parks meeting.
- February 25<sup>th</sup> attended the Rural Water Line Committee meeting to discuss future development of rural water.
- February 25<sup>th</sup> attended the Communications Ad hoc Committee meeting and as per the committee's direction administration is preparing a policy for the committee's review and presentation to Council.
- Attended the La Crete Chamber AGM.
- February 28<sup>th</sup> attended the regional ski hill public meeting, a steering committee was formed and they plan on having more public meeting within the region.
- March 2<sup>nd</sup> attended the Fire Chiefs meeting in Zama

## **Present/Future;**

- We are working on constructing an RFD for Council to review the qualifying road requests which will be presented at the March 30<sup>th</sup> Council Meeting.
- The Tompkins Ice Bridge is in good hands with the current contractor and the two log hauls using the bridge will be wrapping up sometime around the 20<sup>th</sup> of this month.
- RV Park road has not been started although the contractor indicated he will construct the portion in the wet area sometime this month.
- I plan on attending the AWWOA Annual Seminar in Banff from March 14<sup>th</sup> to 18<sup>th</sup>.

- In discussions with the Tompkins Fire Hail contractor we will clear the snow from the site as soon as the weather starts to get warmer in order to help dry the site and help get rid of frost.
- I feel we should set a date for a La Crete Building Committee meeting as there are a number of items that need to be addressed.
- I am continuing to have weekly meetings with all the supervisors in my jurisdiction and we have also started having staff meetings once a month for an hour in order to try and keep everyone up to date and in the loop of operational developments within the County.

Thank You.

John Klassen  
Mackenzie County  
Director of Operations (South)

**Director of Operations (North) Report  
March 8, 2011  
Regular Council Meeting**

**Past**

- FRIAA project completed at Hutch Lake
- FRIAA Mountain Pine Beetle project completed at Machesis Lake

**Present**

- The rural water line continues to make progress with the line now heading southward alongside Range Road14-0
- The Fort Vermilion tractor tender has been made public with a closing tender date of March 30, 2011.
- Carry over projects from the 2010 budget year are in process.
- Survey of the new leased lots at the Fort Vermilion Airport is complete. New leases are in progress for current lease holders.
- Peace River Bridge Campground expansion plans are in progress.
- Grader Beat Review is complete and will be presented at the next Equipment Committee meeting

**Future**

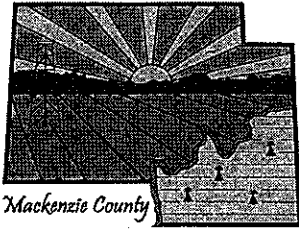
Public Works staff will continue performing regular winter maintenance. We have begun the planning process for the 2011 capital budget projects and are preparing our inventory, equipment, and staff for spring.

Yours truly,

Al Hoggan  
Mackenzie County  
Director of Operations - North







## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>March 8, 2011</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Director of Corporate Services</b>
<b>Title:</b>	<b>Policy ADM033 Personal Vehicle Allowance Rate Structure</b>

### BACKGROUND / PROPOSAL:

Council approved the Personal Vehicle Allowance Rate Structure Policy ADM033.

### OPTIONS & BENEFITS:

The Finance Committee reviewed the Policy at their February 7, 2011 meeting and passed a motion with a recommendation to Council to revise the policy as presented.

### COSTS & SOURCE OF FUNDING:

The estimated allowances are annually included in the County's operating budgets.

### RECOMMENDED ACTION:

That Policy ADM033 Personal Vehicle Allowance Rate Structure be revised as presented.

Author: J. Whittleton Review Date: \_\_\_\_\_ CAO \_\_\_\_\_



## **Municipal District of Mackenzie County No. 23**

<b>Title</b>	<b>PERSONAL VEHICLE ALLOWANCE RATE STRUCTURE</b>	<b>Policy No.</b>	<b>ADM033</b>
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<b>Legislature Reference</b>	<b>Municipal Government Act, Section 5</b>
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<b>Purpose</b>	To reimburse employees for the use of their personal vehicle for municipal use.
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### **Policy Statement and Guidelines**

Based upon the completion of a Vehicle Costing Analysis, it was determined that it would benefit the municipality to allow specific employees the option of using their personal vehicles for municipal business.

1. Employees shall submit their request to use their personal vehicle for municipal use, to the Chief Administrative Officer (CAO).
2. The CAO Finance Committee shall review requests and authorize CAO to enter into agreements with employees to use their personal vehicle for municipal use by using the following guidelines:
  - a) estimated kilometres shall be determined by the previous years kilometres incurred by the employee;
  - b) vehicle type required;
  - c) authorize payment of fixed bi-weekly rates as follows:

<b>Vehicle Description</b>	<b>Per km</b>	<b>Bi-weekly Rate</b>
<b>4x2 Regular Cab</b>		
30,000 km	0.2621	302.38
40,000 km	0.2317	356.49
50,000 km	0.2217	426.38
<hr/>		
<b>4x4 Regular Cab</b>		
30,000 km	0.2841	327.85
40,000 km	0.2481	381.65
50,000 km	0.2371	459.90
<hr/>		
<b>4x4 Quad Cab</b>		
30,000 km	0.3123	360.39
40,000 km	0.2743	422.01
50,000 km	0.2621	504.03

- d) by-weekly rates paid to authorized employees shall be determined using the estimated kilometers and vehicle type in accordance with the table above.
  - e) If the employee exceeds the annual pre-determined estimated kilometres range the employee shall be reimbursed the difference to the appropriate actual kilometres used.
  - f) If the employee incurs less kilometres than the pre-determined estimated kilometres the employee shall be dropped to the actual kilometres and the difference shall be taken off of the determined following years estimated kilometres to reconcile what the employee actually should have been paid.
  - g) A recalculation of the actual kilometers driven shall be done on no less than six-month frequency with an adjustment to the pre-approved bi-weekly rate according to 2 e) or f).**
3. The employee shall provide the municipality with a business use insurance policy with the following minimum requirements:
    - a) \$2,000,000 Public Liability and Disability
    - b) use for transporting passengers (6A Endorsement)
  4. The municipality shall ensure the ~~M.D. of Mackenzie~~ **County** insurance policy includes "non-owned automobile insurance" for employees using another employee's personal vehicle for municipal use.
  5. The employee shall be responsible for all expenses incurred with the use of their personal vehicle for municipal use *with the exception of fuel.*
  6. The municipality shall provide the employee with a fuel card and cover the fuel expenses incurred by the use of the personal vehicle for municipal use.
  7. The CAO shall review the rate structure and the pre-determined employee ranges prior to January of each year.
  8. The CAO shall enter into agreements with the designated employees for the use of their personal vehicle for municipal use.

	Date	Resolution Number
Approved	December 5, 2001	01-657
Amended	March 9, 2004	04-144
Amended		



## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>March 8, 2011</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Director of Corporate Services</b>
<b>Title:</b>	<b>2010 Capital Projects – Over Budget</b>

### BACKGROUND / PROPOSAL:

Council approves capital and operating budgets.

### OPTIONS & BENEFITS:

Administration is in the process of reviewing the final costs of the 2010 projects, some of which came over budget and for which administration requests a decision of Council.

Please see the attached document.

Although administration tries to obtain the most accurate figures for budget purposes, historically, most projects' actual costs are usually some percentage over or under the budget figures.

### COSTS & SOURCE OF FUNDING:

As proposed in the attached document

### RECOMMENDED ACTION: (requires 2/3)

That the 2010 capital projects over expenditures of \$264,495 be funded as follows: \$5,127 through operating fund and \$259,368 through reserves as recommended.

**Author:** J. Whittleton      **Review Date:** \_\_\_\_\_      **CAO** \_\_\_\_\_

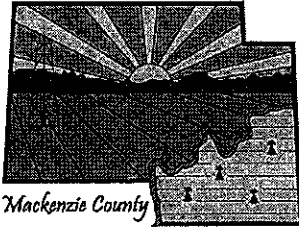


2010 Capital Projects for which expenditures exceeded Budget

	Budget 2010	Spent in 2010	Difference	Funding of the difference	
				Operating	Reserve
6-12-30-04-xxx	2,611,956	2,671,349	-\$59,393	59,393	IC-Adm
6-23-3001-xxx	199,063	212,584	-\$13,521	13,521	IC-FD
6-23-30-04-xxx	594,954	610,416	-\$15,462	15,462	ER
6-32-30-08-xxx	30,000	33,720	-\$3,720	3,720	
6-32-30-09-xxx	5,000	9,137	-\$4,137	4,137	RR
6-32-30-61-xxx	66,780	94,610	-\$27,830	27,830	RR
6-33-30-01-xxx	2,595,670	2,644,481	-\$48,811	48,811	GOR
6-33-30-02-xxx	1,308,890	1,344,632	-\$35,742	35,742	GOR
6-41-30-14-xxx	100,000	101,901	-\$1,901	1,901	IC-WU
6-41-30-17-xxx	50,000	51,407	-\$1,407	1,407	
6-42-30-04-xxx	420,400	424,635	-\$4,235	4,235	IC-WU
6-63-30-01-xxx	144,431	192,767	-\$48,336	48,336	
			-264,495	5,127	259,368







## MACKENZIE COUNTY

### REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>March 8, 2011</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Director of Corporate Services</b>
<b>Title:</b>	<b>Tax Roll 410916 – Distress Warrant</b>

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

The 2010 linear assessment of \$2,201,050 resulted in a property tax levy of \$34,571.89 which has not been paid. Penalties have been levied which has brought the outstanding balance to \$41,043.74. Notices were sent after each penalty levy and again in February advising of the outstanding balance. The linear assessment for 2011 tax year is \$1,801,330.

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

In order to avoid losing any security the County may have for the outstanding property taxes, it is advisable to issue a Distress Warrant against the assets included in this linear assessment.

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

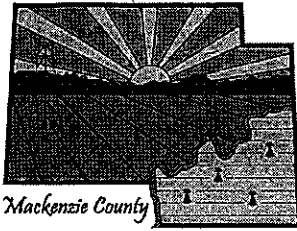
Cost of Distress Warrant will be added to the property tax roll (estimated at \$750).

#### **RECOMMENDED ACTION:** (requires 2/3)

That Administration be authorized to issue a Distress Warrant against property tax roll 410916.

**Author:** J. Whittleton      **Review Date:** \_\_\_\_\_      **CAO** \_\_\_\_\_





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>March 8, 2011</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Director of Corporate Services</b>
<b>Title:</b>	<b>Industrial Water Rate</b>

**BACKGROUND / PROPOSAL:**

Mackenzie County Council established the treated and raw water rates within the Water and Sewer System Bylaw. The current Bylaw outlines fees and penalties for the water and sewer services provision including the rural water connection fees.

Administration was asked to bring the bylaw back for discussion regarding implementing an industrial water rate. Please note that most municipalities that have different rates, have these established for residential and non-residential users (commercial and industrial users have the same rate).

The following points were suggested for discussion at the last meeting:

1. As per the presentation during the 2011 budget, the County's calculated break-even rate for treated water is \$3.94/m<sup>3</sup> and 75% recovery rate for treated water is \$2.95/m<sup>3</sup>. If an industrial rate is implemented, what will this rate be?
2. The Bylaw should include a definition of an industrial user.
3. Based on the system currently used for recording the cardlock usage, a water hauler that provides both commercial and industrial water delivery services, will require carrying two cards and use these accordingly. Although within the current system we can attach a different charge rate to a card, we would not be able to differentiate whether this card was used for commercial or industrial services purposes.

Administration was instructed to explore options regarding implementing an industrial water rate while differentiating between industrial and commercial uses for a business.

**Author:** \_\_\_\_\_ **Review Date:** \_\_\_\_\_ **CAO** \_\_\_\_\_

**OPTIONS & BENEFITS:**

After some discussions among Administration, we propose that all commercial and industrial water haulers be charged the industrial rate. A water hauling business will be asked to complete a commercial consumption rebate form on a monthly basis and will be required to back up this form with copies of the water hauling receipts. The hauler then will be reimbursed for the difference or a credit will be applied to the hauler's utility account.

If Council agrees to this concept in general, Administration will develop the commercial consumption rebate form and will bring it to Council's next meeting along with the Water & Sewer Services bylaw for the rate revision.

**COSTS & SOURCE OF FUNDING:**

NA

**RECOMMENDED ACTION:**

For discussion

Author: \_\_\_\_\_ Review Date: \_\_\_\_\_ CAO \_\_\_\_\_



## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>March 8, 2011</b>
<b>Presented By:</b>	<b>William Kostiw, Chief Administrative Officer</b>
<b>Title:</b>	<b>Business Plan</b>

### **BACKGROUND / PROPOSAL:**

Council held a workshop on March 2, 2011 for the purpose of reviewing the draft 2011 – 2014 Business Plan.

A final copy of the Business Plan will be presented at the meeting.

### **OPTIONS & BENEFITS:**

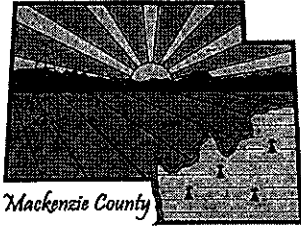
### **COSTS & SOURCE OF FUNDING:**

### **RECOMMENDED ACTION:**

That the 2011 – 2014 Business Plan be approved as presented.

**Author:** C. Gabriel      **Review by:** \_\_\_\_\_ **CAO** \_\_\_\_\_





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>March 8, 2011</b>
<b>Presented By:</b>	<b>William Kostiw, Chief Administrative Officer</b>
<b>Title:</b>	<b>ThinkLocalMarket.Com</b>

### **BACKGROUND / PROPOSAL:**

At the November 9, 2010 Council meeting a resolution was passed that the County participate in the Regional Think Local Market Initiative.

This project is now at the merchant sign up stage and the website will be officially launched following the grand opening. The grand opening is being planned for Wednesday, April 27, 2011 in Dixonville. This date was selected in consultation with the MLA's office.

As April 27<sup>th</sup> is a Council meeting date, Administration recommends that the meeting date be changed in order to allow Councillors to attend this function.

### **OPTIONS & BENEFITS:**

To continue to promote and support our local businesses.

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

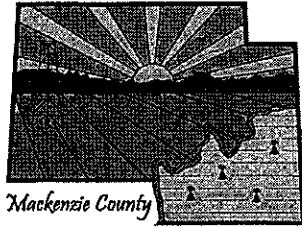
### **RECOMMENDED ACTION:**

For discussion.

Author: C. Gabriel Review by: \_\_\_\_\_ CAO \_\_\_\_\_







## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>March 8, 2011</b>
<b>Presented By:</b>	<b>William Kostiw, Chief Administrative Officer</b>
<b>Title:</b>	<b>June 15, 2011 Regular Council Meeting</b>

### BACKGROUND / PROPOSAL:

For discussion.

### OPTIONS & BENEFITS:

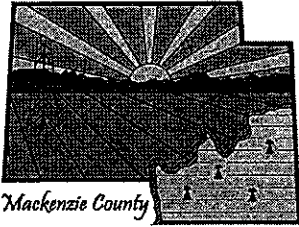
### COSTS & SOURCE OF FUNDING:

### RECOMMENDED ACTION:

For discussion.

Author: C. Gabriel Review by: \_\_\_\_\_ CAO \_\_\_\_\_





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>March 8, 2011</b>
<b>Presented By:</b>	<b>William Kostiw, Chief Administrative Officer</b>
<b>Title:</b>	<b>Gravel Tender</b>

### BACKGROUND / PROPOSAL:

Information regarding the gravel tender to be presented on meeting day.

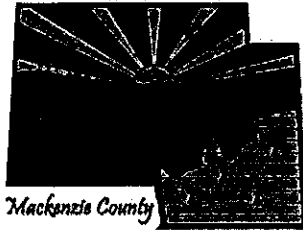
### OPTIONS & BENEFITS:

### COSTS & SOURCE OF FUNDING:

### RECOMMENDED ACTION:

Author: C. Gabriel Review by: \_\_\_\_\_ CAO \_\_\_\_\_





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>March 8, 2011</b>
<b>Presented By:</b>	<b>Al Hoggan, Director of Operations-North</b>
<b>Title:</b>	<b>Truck Purchase – Incoming CAO</b>

**BACKGROUND / PROPOSAL:**

Administration was requested to obtain quotes for a new pickup truck for the incoming CAO.

**OPTIONS & BENEFITS:**

Dealership	Description	Cost
Quality Motors	1500 Dodge Crew SLT 4x4	<b>\$28,101</b>
Wolverine Ford	F150 Crew XLT 4x4	<b>\$29,250</b>
High Level Motor Products	1500 GMC Sierra Crew 4x4	<b>\$33,500</b>

**COSTS & SOURCE OF FUNDING:**

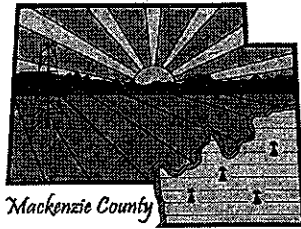
2011 Capital Budget.

**RECOMMENDED ACTION:**

That the purchase of a new pickup truck for the incoming CAO be awarded to the lowest qualifying bid.

Author: A. Hoggan Review by: \_\_\_\_\_ CAO \_\_\_\_\_





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>March 8, 2011</b>
<b>Presented By:</b>	<b>Marion Krahn, Supervisor of Planning and Development</b>
<b>Title:</b>	<b>Bylaw 800-11 Land Use Bylaw Amendment to Rezone Plan 942 2756, Block 21, Lot 13 from Mobile Home Subdivision District 2 "MHS2" to Hamlet Residential District 1 "HR1" (La Crete)</b>

**BACKGROUND / PROPOSAL:**

The Planning Department received a Land Use Bylaw amendment application to rezone Plan 942 2756, Block 21, Lot 13 from Mobile Home Subdivision District 2 (MHS2) to Hamlet Residential District 1 (HR1) for the purpose of constructing a Bed and Breakfast business.

The application was presented to the Municipal Planning Commission (MPC) at their February 24, 2011 meeting where the following motions were made:

***MOTION 1***

*That the Municipal Planning Commission recommendation to Council be for the approval of Bylaw \_\_\_-11, being a Land Use Bylaw amendment to rezone Plan 942 2756, Block 21, Lot 13 from Mobile Home Subdivision District 2 "MHS2" to Hamlet Residential District 3 "HR3", subject to public hearing input.*

***MOTION 2***

*That the Municipal Planning Commission recommendation to Council be to grant a variance of the Boarding/Rooming House guest room restriction to allow 7 guest rooms for the building proposed on Plan 942 2756, Block 21, Lot 13. Furthermore, that the variance is subject to an approved Development Permit and compliance with the conditions contained therein.*

**Author:** M. Krahn      **Review by:** \_\_\_\_\_ **CAO** \_\_\_\_\_

The MPC recommendation varies from the applicants request as a result of the proposed use being a defined as a Boarding/Rooming house instead of a Bed and Breakfast.

The lands currently contain a Mobile Home which will be removed.

**OPTIONS & BENEFITS:**

While the applicant cited a Bed and Breakfast as the reason for rezoning, the proposed use does not fit the County Land Use Bylaw definition of a Bed and Breakfast which states:

*“a business operation that uses part of the principal residential dwelling for over-night accommodation and may serve breakfast as part of the accommodating service.”*

The applicant will not be residing in the proposed building and therefore, the proposed use cannot be classified as a Bed and Breakfast. The proposed use fits the Land Use Bylaw definition of a Boarding/Rooming House which states:

*“a building used for gain or profit (other than a hotel or motel) containing up to four (4) guest rooms where meals may or may not be served, and in which the proprietor may supply accommodation for his family.”*

The challenge with the Boarding/Rooming House definition is that it is limited to 4 guest rooms and the applicant intends to have 7. The MPC considered the proposed building and use and recommended that Council grant a variance of the maximum 4 guest rooms subject to the applicant obtaining a Development Permit and adhering to the conditions contained therein.

The requested HR1 zoning does not include a Boarding/Rooming House. The Hamlet Residential District 3 (HR3) contains a Boarding/Rooming House as a discretionary use and therefore is the zoning recommended by the MPC.

**COSTS & SOURCE OF FUNDING:**

All costs will be borne by the applicant.

**RECOMMENDED ACTION:**

**MOTION 1**

That first reading be given Bylaw 800-11, being a Land Use Bylaw amendment to rezone Plan 942 2756, Block 21, Lot 13 from Mobile Home Subdivision District 2 “MHS2” to Hamlet Residential District 3 “HR3”.

Author:  M. Krahn  Review by:  CAO



**MOTION 2**

That Council grant a variance of the Boarding/Rooming House maximum guest room restriction to allow 7 guest rooms for the building proposed on Plan 942 2756, Block 21, Lot 13 and that the variance be subject to an approved Development Permit and compliance with the conditions contained therein.

Author: M. Krahn Review by: CAO



**BYLAW NO. 800-11**

**BEING A BYLAW OF  
MACKENZIE COUNTY  
IN THE PROVINCE OF ALBERTA**

**TO AMEND THE  
MACKENZIE COUNTY LAND USE BYLAW**

**WHEREAS**, Mackenzie County has a Municipal Development Plan adopted in 2009, and

**WHEREAS**, Mackenzie County has adopted the Mackenzie County Land Use Bylaw in 2004, and

**WHEREAS**, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to amend the Mackenzie County Land Use Bylaw to accommodate a Boarding/Rooming House.

**NOW THEREFORE**, THE COUNCIL OF THE MACKENZIE COUNTY, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, HEREBY ENACTS AS FOLLOWS:

1. That the land use designation of the subject parcel known as:

Plan 942 2756, Block 21, Lot 13

be rezoned from Mobile Home Subdivision District 2 "MHS2" to Hamlet Residential District 3 "HR3", as outlined in Schedule "A".

READ a first time this \_\_\_ day of \_\_\_\_\_, 2011.

READ a second time this \_\_\_ day of \_\_\_\_\_, 2011.

READ a third time and finally passed this \_\_\_ day of \_\_\_\_\_, 2011.

---

Bill Neufeld  
Reeve

---

William Kostiw  
Chief Administrative Officer

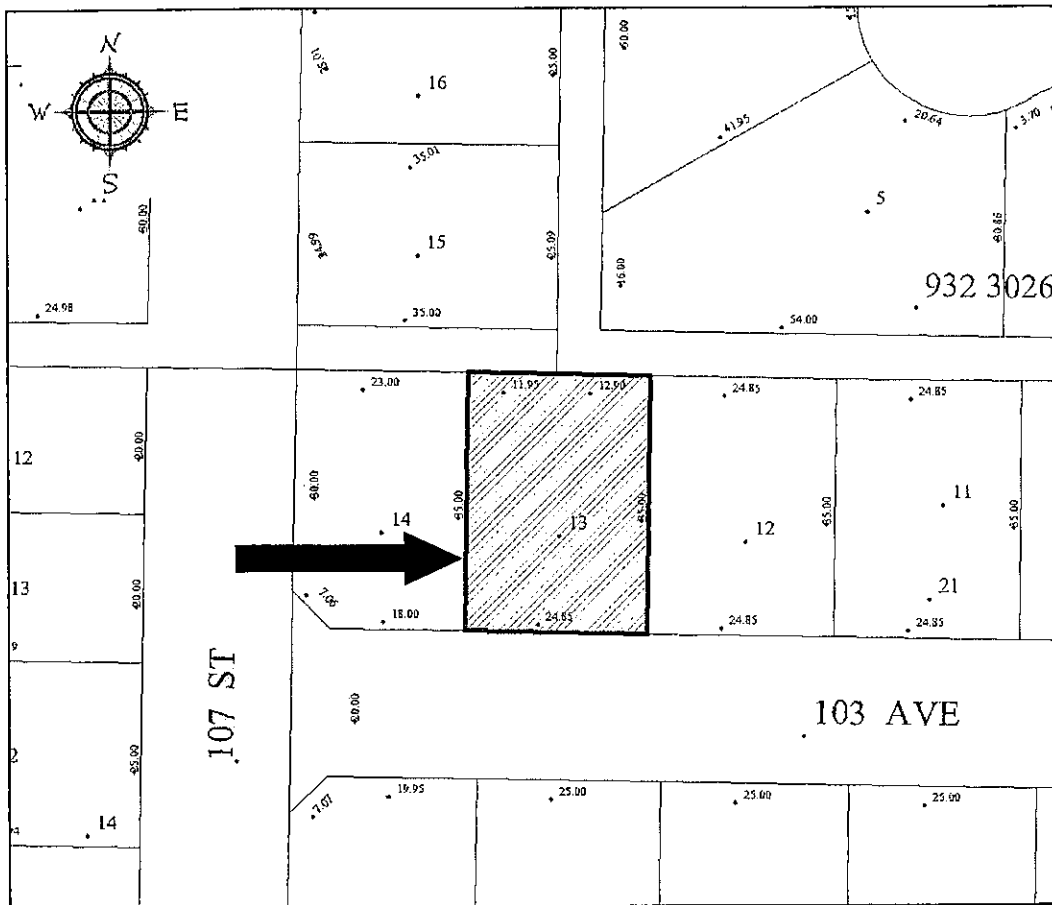
BYLAW NO. 800-11

SCHEDULE "A"

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

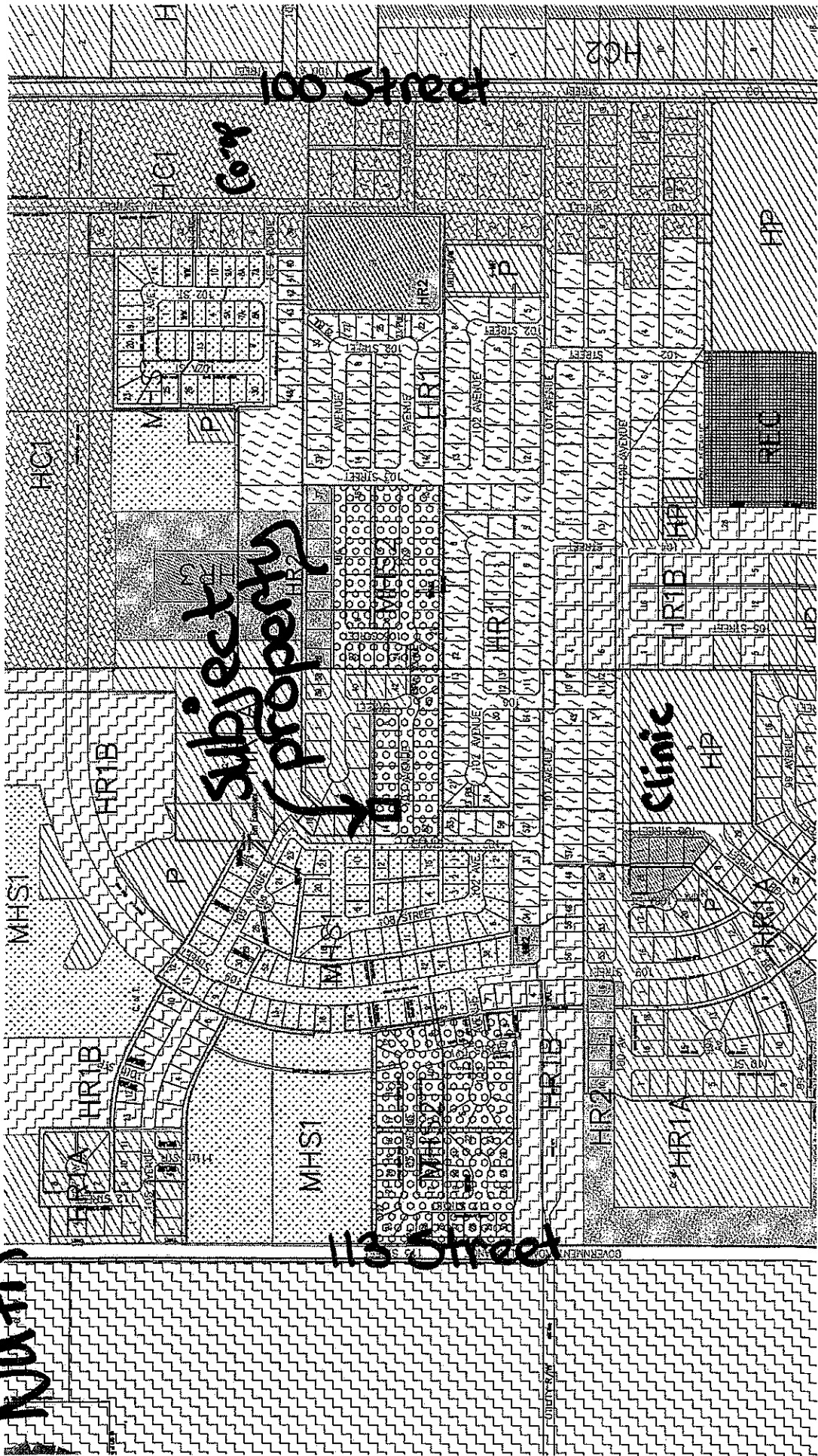
Plan 942 2756, Block 21, Lot 13

in the Hamlet of La Crete, be rezoned from Mobile Home Subdivision District 2 "MHS2" to Hamlet Residential District 3 "HR3".



FROM: Mobile Home Subdivision 2 "MHS2"

TO: Hamlet Residential District 3 "HR3"



subject property

Clinic

100 Street

113 Street

North



104 AVE

North

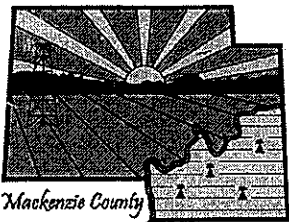
Applicant's Residence

Subject Lands

Existing B & B

103 AVE

107 ST



# LAND USE BYLAW AMENDMENT APPLICATION

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

NAME OF APPLICANT <i>Cozy Corner Guest Home</i>		
ADDRESS <i>Box 415</i>		
TOWN <i>La Crete</i>		
POSTAL CODE <i>T0H 2H0</i>	PHONE (RES.) <i>841-1995</i>	BUS.

COMPLETE IF DIFFERENT FROM APPLICANT		
NAME OF REGISTER OWNER <i>George Zacharias + Caroline Zacharias</i>		
ADDRESS <i>Box 415</i>		
TOWN <i>La Crete AB</i>		
POSTAL CODE <i>T0H 2H0</i>	PHONE (RES.)	BUS.

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

QTR./LS.	SEC.	TWP.	RANGE	M.	OR	PLAN <i>942 2756</i>	BLK <i>27</i>	L <i>13</i>
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### LAND USE CLASSIFICATION AMENDMENT PROPOSED:

FROM: *Mobile Home Subdivision 2* TO: *HR 1*

### REASONS SUPPORTING PROPOSED AMENDMENT:

*wants to operate bed + breakfast.*

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

RECEIPT NO. ~~129189~~ *HANDICAP* *129189*

*[Signature]*  
APPLICANT

*Jan 31 2011*  
DATE

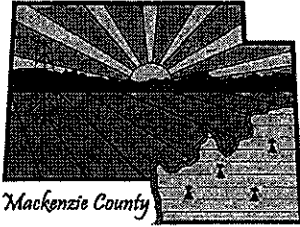
NOTE: REGISTERED OWNER'S SIGNATURE REQUIRED IF DIFFERENT FROM APPLICANT.

*[Signature]*  
REGISTERED OWNER

DATE







## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	Regular Council Meeting
<b>Meeting Date:</b>	March 8, 2011
<b>Presented By:</b>	Marion Krahn, Supervisor of Planning and Development
<b>Title:</b>	Bylaw 801-11 Road Closure Bylaw – Forestry Road FRD 570002

### BACKGROUND / PROPOSAL:

To be presented on meeting day.

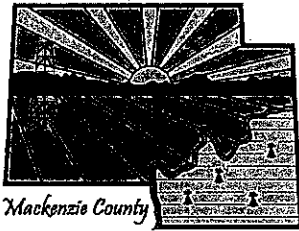
### OPTIONS & BENEFITS:

### COSTS & SOURCE OF FUNDING:

### RECOMMENDED ACTION:

Author: C. Gabriel Review by: \_\_\_\_\_ CAO \_\_\_\_\_





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>March 8, 2011</b>
<b>Presented By:</b>	<b>William Kostiw, Chief Administrative Officer</b>
<b>Title:</b>	<b>Information/Correspondence</b>

**BACKGROUND / PROPOSAL:**

The following items are attached for your information, review, and action if required.

	Page
• Action List	161
• Fort Vermilion Support Services Society Board Meeting Minutes	165
• Northeast Community Adult Learning Council Meeting Minutes	169
• Fort Vermilion Recreation Board Meeting Minutes	183
• REDI Monthly Report – February 2011	185
• REDI Management Meeting Minutes	187
• AAMDC Zone Meeting Minutes	191
• Alberta Municipal Supervisors Association Spring Convention	219
• Address Alberta Initiative	221
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**RECOMMENDED ACTION:**

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

**Author:** C. Gabriel      **Review by:** \_\_\_\_\_ **CAO** \_\_\_\_\_



**Mackenzie County  
Action List as of February 23, 2011**

***Council Meeting Motions Requiring Action***

<b>Motion</b>	<b>Action Required</b>	<b>Action By</b>	<b>Status</b>	<b>Budget</b>
<b>September 9, 2008 Council Meeting</b>				
08-09-633	That the Parks & Recreation Committee explores other regional locations for a provincial campground.	Parks & Rec John K. Al Bill K.	In progress	\$0.00
<b>August 11, 2009 Council Meeting</b>				
09-08-643	That administration pursue the federal government in order to acquire a portion of the land for the third phase of the Fort Vermilion Walking Trail project as discussed.	Joulia Al Grant	In Progress	
<b>June 8, 2010 Regular Council Meeting</b>				
10-06-510	That the airport committee investigate the pros and cons of a regional airport authority.	Bill Finance Committee	Under review	
<b>June 23, 2010 Regular Council Meeting</b>				
10-06-526	That Mackenzie County request that the Provincial Water and Waste Water branch amend the La Crete Lagoon discharge license to allow dual discharges per year.	John Bill	In progress (FOCUS)	
<b>July 8, 2010 Regular Council Meeting</b>				
10-07-605	That the draft agreements with Tallcree First Nations (Fire Protection Services Agreement, Water, Sewer and Solid Waste Agreement) be accepted subject to review by legal counsel.	Joulia Al Finance Committee	In progress Pending INAC review	
<b>December 13, 2010 Special Council Meeting</b>				
10-12-1078	That the Finance Committee reviews the bursary application and drafts a bursary policy for Council's consideration.	Joulia Finance	In progress	
<b>December 14, 2010 Regular Council Meeting</b>				
10-12-1094	That the La Crete airport building space lease be referred to the La Crete Building Committee to bring back a recommendation to Council.	John K. LC Building Committee	Under review	
10-12-1114	That the Mackenzie Housing Management Board request be TABLED to the next meeting for further information.	Joulia	In progress	
<b>January 11, 2011 Regular Council Meeting</b>				
11-01-031	That administration be authorized to proceed as discussed regarding the road located at SW 31-109-18-W5M. (4 mile)	Al Joulia	In progress	

Motion	Action Required	Action By	Status	Budget
11-01-032	That the County secure land as discussed for municipal purposes. (land fill)	John Bill	In progress	
11-01-041	That the County coordinate with Statistics Canada regarding the 2011 federal census.	Joulia Carol	In progress	
<b>January 24, 2011 Regular Council Meeting</b>				
11-01-074	That the ward boundaries be adjusted based on population, geographic area, distance, industry, and specialized municipality status with the assistance of Municipal Affairs.	Council CAO	In progress	
11-01-083	That a letter be sent to the Fire Commissioner in opposition to mandatory training for volunteer fire departments.	Bill Al	In progress	
11-01-087	That the waste management negotiations be referred back to the Waste Management Ad Hoc Task Force for further review.	John Al Don	In review	
<b>February 8, 2011 Regular Council Meeting</b>				
11-02-108	That all unsold parcels be held until all the white zone sales are completed and that they be brought to council for further review at the May 10, 2011 Council meeting.	Joulia LUP Committee	10-May-11	
11-02-123	That administration be instructed to bring back some options regarding the industrial water rates by June 15, 2011.	Al John Joulia Don	15-Jun-11	
11-02-129	That administration investigate options for a snow dump area in the La Crete area before the 2011-12 winter season.	John	Sept. 2011	
11-02-146	That Council discuss with Alberta Transportation the options for a year round permanent long term crossing at Tompkins.	Council Bill	Ongoing	
11-02-147	That the County continue to work with senior government officials to move the Highway 88 base paving project forward.	Bill Bill	Ongoing	
11-02-164	That the Inter-municipal Planning Commission members and administration be authorized to attend the NRCB review on March 1, 2011 and that administration prepare and submit written documentation to the NRCB as directed by Council.	IMPC Bill Marion	01-Mar-11	
<b>February 23, 2011 Regular Council Meeting</b>				
11-02-179	That Council along with Administration undertakes the sustainability self-assessment on an annual basis in conjunction with the annual business/strategic planning sessions.	Joulia Council	02-Mar-11	

Motion	Action Required	Action By	Status	Budget
11-02-182	That the 2009 Financial Indicator Graphs be deferred to the March 2, 2011 Council workshop.	Joulia	02-Mar-11	
11-02-191	That administration research the Heavy Equipment Operator Certificate program and bring back options within the next 60 days.	Al John Don	In progress	
11-02-192	That Grow North Inc. be added to the March 8, 2011 Council meeting agenda.	Bill Carol	08-Mar-11	
11-02-193	That the County endorses Greg Newman as a representative on the Provincial Land Use Framework committee.	Bill		
11-02-204	That the County proceed with the closure of Forestry Road FRD 570002.	Marion Joulia	ASAP	
11-02-207	That administration obtain additional information regarding the detailed engineering costs for the Tompkins crossing.	Bill Bill		
11-02-209	That administration be authorized to release a payment of \$100,000.00 being a portion of the County's share of the actual costs for the construction of a lift station as described in Bylaw 756/10 in the Hamlet of La Crete.	Joulia John		





**Fort Vermilion Support Services Society Board Meeting**

**December 13, 2010**

**MINUTES**

**Attendance**

Present: Carla Paul, Donna Guitard, Cheryl Mercredi, Cheryl Lizotte, Cindy Johnson

Regrets: Jeri Phillips, Odell Flett

Absent: Nina Reid

**1.0 Call to Order**

Donna called meeting to order at 5:01pm

**2.0 Approval of Agenda**

Cheryl M. moves to approve the agenda; Cindy seconds the motion

CARRIED

**3.0 Approval of Minutes**

Cindy moves to approve the minutes; Cheryl L. seconds the motion

CARRIED

**4.0 Business Arising**

**4.1 Letter to the Rec Board**

Letter was reviewed; needs to be revised for next meeting

**4.2 Youth Group**

Cancelled Teen group because of no kids attending; Youth group runs from 6-8 on Wednesday evenings

**4.3 Pioneer Dinner December 24<sup>th</sup> @ 1:00 p.m.**

St. Mary's is allowing the use of their kitchen

Donna has volunteered to donate the pies

**5.0 Financial Report**

**5.1 November**

FVSS is right on schedule with the budget (There is 20,039.71 remaining for the year)

Cindy approves the financial report; Cheryl M. seconds the motion

CARRIED

**6.0 Monthly Report**

**6.1 November**

Go Girrls has once again started

Cheryl M. motions to approve the October monthly report; Cheryl L. seconds

CARRIED

## **7.0 Committee Updates**

7.1 None

## **8.0 New Business**

### **8.1 Insurance Claim**

There is a \$5000.00 deductible that FVSS would have to pay

The two youth that were caught are not being charged with the break-in but with possession of the goods

---

It will be a year before FVSS will get any of the stuff back

Essentially the replacement of stuff will come out of the budget

### **8.2 Shirley's Place Donating an X-Box 360**

Shirley will be donating the x-box; FVSS will cover the \$500.00 cost for the accessories

### **8.3 FVSD Fundraiser profited \$800.00**

FVSS will also get half of the money from what was raised at the silent auction

## **9.0 Adjournment**

Donna adjourns the meeting at 5:24 pm

Next Meeting Date January 17<sup>th</sup>, 2011 at 5:00p.m.

**Fort Vermilion Support Services Board Meeting  
Minutes for January 17, 2011  
FVSS Office Fort Vermilion, AB  
5:00p.m.**

**Attendance**

**Present:** Carla Paul, Cheryl Lizotte, Cheryl Mercredi, Jeri Phillips, Nina Reid, Cindy Johnson

**Regrets:** Donna Guitard, Odell Flett

**1.0 Call to Order**

Cheryl L. calls meeting to order at 5:05 pm

**2.0 Approval of Agenda**

Jeri moves to approve agenda; Cheryl M. seconds

**CARRIED**

**3.0 Approval of Minutes**

Cheryl M. motions to approve; Cheryl L. seconds

**CARRIED**

**4.0 Business Arising**

**4.1 Letter to the Rec Board**

-letter is complete and will be sent

**5.0 Financial Report**

**5.1 December**

**Community Gardens;** FVSS is able to buy a greenhouse

-met with Grant at the high school so the students there could use it and take care of it; will be part of the school's ECL

-the greenhouse will hopefully be located at the complex

-Carla is going to look into the greenhouse that Ena Simpson has

-the money for this does not have anything to do with the FVSS budget; it is a grant

-has to be a three way partnership between FVSS, Fort Public and the Rec Board

-need to change the root cellar business plan to a greenhouse business plan

**Computers;** bought new computer for FVSS; still need to purchase Simply Accounting

Cheryl M. motions to approve the December Financial Report; Nina seconds

**CARRIED**

**6.0 Monthly Report**

**6.1 December**

Jeri motions to approve; Cindy seconds

**CARRIED**

**7.0 Committee Updates**

**7.1 None to report**

## **8.0 New Business**

### **8.1 Go Grrrls Volunteers Needed**

- the year end party will be taking place and volunteers are needed to help out doing hair, nails, makeup etc.
- the high school provides the food and snacks
- Carla will get back to us on the date

### **8.2 Outcomes Measures Training January 19<sup>th</sup>-20<sup>th</sup>**

- Carla and Hali will be going to High Level to learn how to set up the program

### **8.3 Income Tax Program Training**

- the course has to be taken every year

### **8.4 Partnering with PLC**

- Nina is now working at PLC; doing Time for Tots together and will be partnering on other programs
- working on doing a Parent Works Conference

### **8.5 Year End**

- Carla is almost done preparing the year end statements; has requested \$56,000 more for the next year's budget with the MD

### **8.6 New Computer for Carla's Office**

- allotted \$2000.00 for new computers this year
- Tech It Out is taking care of the computer needs of FVSS
- Carla is looking into asking Greg if he will also provide the technical support

### **8.7 New Internet, Phone and Fax Service with CCI**

- there is a new system in town available from CCI; \$99.00 for everything in comparison to \$250.00 from TELUS; \$44.89 for both computers, \$35.00 for long distance and \$15.00 for fax

### **8.8 Next Meeting Date Because of Family Day**

- February 28<sup>th</sup>, 2011 5:00pm

## **9.0 Adjournment**

Cheryl L. adjourns meeting at 5:40pm

# Northeast Community Adult Learning Council

MINUTES – January 12, 2011

Northern Lakes College

## I. WELCOME/ INTRODUCTIONS / SUPPER @ 5:30pm

- A. MEMBERS: Keith Lambert, Odell Flett, Durwin Laboucan, Susie Klassen, and Leona Cardinal (by phone) /5
- B. STAFF: Marilyn Eek, Tracey Parenteau /2
- C. NLC: Lee Wozencroft/1

## II. CEC BUSINESS

- A. CTO: 6:08 by Odell
- B. FINANCIAL MOTION: MOVED by Keith, seconded by Durwin that Invoices #087CPF and #088 be paid, \$148 each, for student subsidies for WFD courses by NECALC. CARRIED.
- C. ITEMS OF INTEREST:
  - C.1 CEC's are to try to keep a surplus in their finances.
  - C.2 Alberta North is becoming more and more similar to Ed-to-Go and is, therefore, going to be phased out this year as outdated. E Campus Alberta will be taking over.
  - C.3 If an instructor for the LPN program in La Crete can't be found, the second year students will have to travel to High Level. Another option is taking the course online at a local campus.
  - C.4 In Academic Upgrading, 5 seats in ABE, and 10 seats in HS will be financed.
- D. ADJOURNMENT: @ 7:55pm

## III. CALC BUSINESS

- A. CTO: @ 8:00pm
  - A.1. Agenda: MOVED by Keith that the agenda be adopted. CARRIED.
  - A.2. Minutes of November 23, 2010: Reviewed. There was no quorum then, either.
- B. BUSINESS ARISING:
  - B.1 **Re Letters Requesting Official Appointments:** As per Nov, 23, 2010, letters should be sent to Mackenzie Council and Fort Vermillion School Board for official appointments to NECALC Board, in reference to Odell (Councilor) and Keith (Trustee). A letter should also be sent to the Regional Health Council in High Level. Odell will find out to whom. As of December 1, 2010, all three letters were sent.
  - B.2 **Re Transfers from Savings:** As part of the limited access the Board has given me to Online Banking, I can make transfers between Savings and Chequing. As per Nov 23, 2010 an amount of \$3,000 was transferred twice, Nov 24 and Dec 21, from Savings to guarantee cash flow. A Direct Deposit of \$40,000 from The Center for Family Literacy in Edmonton was also made, Dec 21. The two transfers from Savings were then paid back with FLIF dollars owed CALC during the time from Apr- Dec, 2010 when they were without grant money.
- C. REPORTS:
  - C.1 **Course Report:**
    - a) Tracey gave an oral report of the courses advertised and run or upcoming. She is working with Green Hectares, an organization we met at the CLN Conference last October, which aims to bring information and skills to rural Alberta under the auspices of Alberta Agriculture. They are also setting up a facility outside of Edmonton for

demonstrating updated farming methods, etc. They will bring up a portable laptop lab to do a series of computer courses of interest to almost everybody, a list of which is attached.

- b) Green Hectares will donate to us the expense they would incur for each laptop if the Council could arrange for laptops to be provided locally. Marilyn was asked to write a letter of request to the Superintendent of Schools asking them to agree to loan and set up a laptop lab every Friday in May and June or as required. Ten participants are needed to run a course with a fee of \$10 each. If the School Division agrees we stand to receive an income of over \$2000.

**C.2 Coordinator's Report:** (Attached.)

**C.3 Family Literacy Initiative** by Odell:

- a) The grant for the second year of the Flip Project that was approved in 2009, \$40,000, came five months late. The program was to start August 1, 2010. There is a holdback of \$4,000 pending receipt of the Annual Report, July, 2011.
- b) A 10-week *Rhymes That Bind Program* has started this month in the Library with Glenda Auger and Tammy Predovic, trained facilitators. They have moved the program to the Parent Link Center at the former Job Corp building because of the availability of toys for times when working with the parents. There are 9 parents and 17 children participating. Odell is buying the snacks.
- c) NECALC will not be the legal host for a renewed FLIF project, but the Fort Vermilion Community Library Society may be. Their staff will fill in the one-year application due February 28, 2011.

**D. FINANCIAL STATUS (December 31, 2010 Report Attached) Final Balance is \$20,622.10**

- D.1 **CALC Balance** is \$2,879.13;
- D.2 **RIA Balance** is \$13,622.79;
- D.3 **FLIF Balance** is \$4,120.18.
- D.4 **RESERVES Balance** is \$0

**E. NEW BUSINESS:**

**E.1 Financial Considerations:**

- a) The second installment of our 2010 base grant of \$27,552 came June 25<sup>th</sup>, along with 2011's 25% or \$9,190 to be put into Savings for Jan – March of this year. The Base grant is supposed to be sent in April, but it came June 25<sup>th</sup>. The RIA grant of \$15,000 was also extremely late arriving, September 30<sup>th</sup>. We were only able to complete the Diabetes Walk and will be requesting a carryover into this year. We may also request a change in the plan relative to Literacy and ESL.
- b) The Savings Account was a life saver, as it was intended to be. Also, the intake from the 18 courses Tracey ran last year provided much needed cash flow. Last year was an extremely difficult year, but no cheques bounced and we ended with a small surplus.

**E.2 Motion re Council Priorities for 2011:** MOVED by Keith, seconded by Leona that the Council keep on with Safety Courses, Board Recruitment; and to sponsor some Computer Courses with Green Hectares. Efforts to collaborate with NLC in setting up some literacy and ESL programs should also be a priority. CARRIED.

**IV. NEXT MEETING** Tuesday, February 15, 2011

**V. ADJOURNMENT @8:45pm**

**Council  
of  
Community Education Committees**

**COUNCIL MEETING**

*Agenda*

*Boardroom – Grouard Campus*

*February 1<sup>st</sup> 10:00 am*

**2010-2011 CCEC Meeting Schedule**

October 5 <sup>th</sup>	Slave Lake campus
November 2 <sup>nd</sup>	Grouard campus
December 7 <sup>th</sup>	Slave Lake campus
January	No meeting
February 1 <sup>st</sup>	Grouard campus
March 1 <sup>st</sup>	Slave Lake campus
April 13 – 15 <sup>th</sup>	CEC Workshop and CCEC meeting Slave Lake
May 3 <sup>rd</sup>	Grouard campus
June	No meeting

Please use the community report template. The latest version without enrolments should be used, as enrolments are now listed in an all-campus enrolment report.

If you can email your community report before the meeting, it would be appreciated.

Email to: [ccecsecretary@northernlakescollege.ca](mailto:ccecsecretary@northernlakescollege.ca)

Thanks!

Leigh

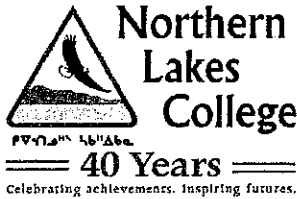
# Agenda

## Council of Community Education Committees

<i>Date:</i>	February 1, 2011
<i>Time:</i>	10:00 am
<i>Location:</i>	Grouard Campus – Boardroom (Room 146)

- A. **CALL TO ORDER**  
Minute of Silence
- B. **ADOPTION OF AGENDA**
- C. **ACCEPTANCE OF MINUTES – December 7, 2010**
- D. **INTRODUCTION OF GUESTS/PRESENTATIONS**
- E. **Reports**
  - 1. **Work Force Development: Lynn Panasiuk**
  - 2. **External Relations Report: Brad Hestbak**
  - 3. **Marketing: Brad Hestbak**
  - 4. **President: Rick Neidig**
  - 5. **Community Reports**
  - 6. **Questions/Answers Arising from Reports**
  - 7. **CPF Update/Budget: Lea Dashkewytch**
- F. **CORRESPONDENCE**
- G. **BUSINESS**
  - 1. **2011 CEC Workshop (April 13-15) Theme: Community Engagement & Mentorship (Including New Technologies)**  
**Alternate Proposal Discussion: Attend the Alberta Rural Development Network Conference, Mayfield Inn Edmonton April 12 – 14. Leigh will provide a breakdown of costs and information on the Conference sessions.**
  - 2. **February 26<sup>th</sup> Métis Celebration: Randy Anderson**
  - 3. **Request from Edith Mackenzie – Joseph Boyden books**
- H. **INFORMATION**
  - 1. **Syncrude Pathways 2010 Magazine**
  - 2. **Slave Lake Community Reading Program Open House**
  - 3. **Letter to Minister Lukaszuk re AE&I Funding Practices**
- I. **ADJOURNMENT**
- J. **Next Meeting Date: March 1, 2011 at the Slave Lake campus.**





## Council of Community Education Committees of Northern Lakes College

### NOTES OF THE MEETING DEC 7<sup>TH</sup>, 2010 SLAVE LAKE CAMPUS

Lionel Cherniwchan Larry Armfelt	Athabasca	X	Lillian Beland	Smoky River	X
C. Kevin Grey	Atikameg	X			
Rhoda Gladue	Cadotte Lake	X	Kim Courtoreille	Stony Point	
Mari-Agnes Cardinal	Calling Lake		Gloria Scales	Swan Hills	
Ivan Alook	Chip Lake		Renee Chalifoux & Wendy Willier	Sucker Creek	
Darry Willier	Driftpile				
Murielle L'Hirondelle	East Prairie	X	Gloria Goodswimmer	Valleyview/ Sturgeon Lake	X
Natasha Burger	Faust		Rick Neidig	President	X
Marilyn Eek Odell Flett	Ft. Vermilion	X	Madeline McVey	VP Academic	X
Corrine Goulet Auger Sharron Anderson	Gift Lake	X	Leigh Davies	Secretary, Board of Governors	X
Fern Welch	Grouard	X	Morine Metzler	Dean, BI&HSC	X
Terry Rosser	High Prairie		Ernie Shanahan	Dean, AU / CLC	
Mable Noskey Patsy Noskey Bea Auger	Loon River		Nelson Lutz Stephen Ford Darrell Fors Kevin Delorey	Director Director Director Director	X X
Ralph Lewis Georgina Supernault Kelly Schran	Manning	X	Tasha Albert Lori Whitby	Marketing Coord. Fund Develop. Coord	X
Julia Auger Doreen Poitras	Paddle Prairie		Lea Dashkewytch	Controller, Finance Services	
Charles Orr	Peace River		Randy Anderson	Community Liaison	X
Darren Cunningham	Peavine		Edith MacKenzie	WFD Coordinator	X
Charles Orr	Peerless Lake	X			
Mary Kupsch	Slave Lake	X	Audrey Massel	Staff / recorder	X

Quorum was obtained with 12 community members present.

- A. **CALL TO ORDER @10:23 am**  
Minute of Silence was observed
- B. **ADOPTION OF AGENDA** –Ft. Vermilion, seconded Peerless Lake.

C. **ACCEPTANCE OF MINUTES for November 2nd, 2010** – Motioned to accept by Cadotte Lake and seconded by Atikameg.

D. **INTRODUCTION OF GUESTS/PRESENTATIONS - none**

E. **Reports:**

1. **Work Force Development: Edith MacKenzie:** WFD is currently getting their new flyer ready for release Jan 4<sup>th</sup> for the entire region. There is a long listing of live-on-line training, which has really been successful.

- Some Certificate program courses are also being offered on-line. Business and professional development courses like bookkeeping, management, succession planning, violence in workplace, WCB for employers, and social media to market your business series (twitter, facebook, blogs).
- Alternative Energy courses – solar, sustainable design, climate change solutions. Gardening/perma culture courses also on-line this spring (edible forest gardening, and principals of gardening. There is also a course on bee-keeping.
- WFD hopes to attract partners for offering on-line courses. Presently they are partnering with the Boreal Forest Organization. Nelson Lutz will offer a free on-line course for taking digital photos of the Northern Lights. Edith is presenting a free on-line course on walking the Camino Trail the Portuguese way.
- WFD is also considering a speaker's group with the first one to focus on authors. Joseph Boyden's virtual book tour using Elluminate (our on-line delivery system) which is being considered for the New Year. WFD may ask the CCEC for funding support of this.

There is an on-line application form, both for full time programs and WFD courses.

8. **External Relations Report: Brad Hestbak – Fund Raising** (Lori Whitby is NLC's fund raiser) Typically we approach 3 groups:

- 1) larger industrial companies like Shell & Trans Canada,
- 2) smaller businesses in communities,
- 3) individuals in the communities.

Access to the Future funding allows colleges and universities to obtain government money to match funds raised. The Board approves where the matching dollars will be spent. This year we have applied for \$500,000 and the Board has approved \$200,000 for the student access fund (bursaries etc.) and another \$200,000 towards the development of health care programs and \$100,000 to partner with the Northlands School Division for a mobile trades preparation. When Northlands chooses locations, NLC will work with them to offer courses. There is still another \$90,000 the Board is presently considering.

9. **Marketing and Research: Tasha Albert** – for information: Tasha was doing research about the low graduation rate from High School, and those who choose secondary education and from those the number that chose to stay in our home region. She is working on creating a campaign to cultivate "how we choose our secondary programming". Funding for this venture is applied for and should hear in the next 2 weeks. This is not an NLC campaign but by changing our perception we may change those staying in our region.

- **Each year marketing sends out promotional materials** to every campus with materials for prizes, pens, t-shirts, posters, brochures and everything that can help market NLC. At this time of the year we ask these containers be sent back to Slave Lake. Each CEC was asked to look for the marketing toolbox at your campus and to encourage community members to take information out to display in the community. When old materials are seen to please replace them with the new materials.

**10. President: Rick Neidig (report handed out) - CCEC December 2010**

- Regretfully, we lost two employees to cancer in the past month; **Coordinator of Readiness Programs, JD Szezepaniak and Councillor, Susan McCabe.**
- The Board of Governors had a planning retreat in November. The Senior Management Team attended with the Board. The first day was a professional development day focused on Governance. The workshop was led by Jim Brown, author of the book “The Imperfect Board Member”. The second day was a review of the current environment followed by a discussion of where we should go in the future. One of the results from the retreat was an expressed desire to have more Board interaction with community representatives. The stated values in the Business Plan were also reviewed. Suggestions were made for changes to the values. New statements will be written and shared with the CCEC and the Student Association for comment early in the New Year. In terms of general direction, the overall result of the two days was a reaffirmation by the Board to continue on the path we are on as a College. Information from these two days will be used to guide Board actions and the development of the Business Plan, which is now known as a Comprehensive Institutional Plan. These plans will be under development between now and the end of April along with budgets for 2011/12.
- A meeting was held between the Association of Colleges and Technical Institutes (AACTI) and the Hon. Len Webber, Minister of Aboriginal Affairs. The discussion was about issues of access and success for post-secondary learners and the need to improve on current programs provincially and federally. The Deputy Minister outlined several initiatives related to our questions that they believe will have some impact. These initiatives included the 2010 Memorandum of Understanding for First Nations Education in Alberta, the 2009 FNMI Partnership Council, the First Nations Development Fund (a casino revenue fund for economic, social, and community development), a current review of federal funding formulas, and the soon to be released FNMI Workforce review (MLA committee report). The latter is expected to provide a holistic response from Government on the recommendations of stakeholders.
- At the recent Council of President’s meeting, Assistant Deputy Minister Shannon Marchand attended to discuss post-secondary concerns about the recent computer problems (Mobius system used for student support payments), system limitations and the impact on our students and institutions. A significant portion of the agenda was devoted to this discussion. Mr. Marchand assured the President’s that the Minister’s intent is to make sure students are not unduly penalized as a result of the computer problems (for example if student dropped out because of funding, they will not be penalized because of funding issue).
- Approximately 70 College Presidents from across Canada attended the Association of Canadian College’s President’s on the Hill event. The purpose of the event is to collectively raise awareness about issues facing Colleges. This year’s focus was related to Canada’s Advanced Skills Crisis (arising from aging population). A document called “People without Jobs and Jobs without People” Some of the interesting quotes from the document are:
  - Currently 44 percent of Canadians do not participate in the labour market. The figure will rise to 57% by 2026 and 61 percent by 2031.

- The first baby boomer will be 65 in 2011 and many millions will follow in rapid succession.
- An ever larger proportion of positions will demand education beyond secondary school. ...in 2011, 70 percent of new jobs will require a post-secondary credential, and this will rise by about .5 percent per year, reaching 77 percent by 2031.
- The “people without jobs; jobs without people “ syndrome is already endemic in some regions.
- Paraphrased – we must increase the size of our labour force or its participation rate to fill the void left by baby boomers AND the overall skill levels as we transition to a more knowledge-based economy.
- Paraphrased – immigration is one response, but competition for immigrants in other countries is intense.
- Paraphrased – increasing post-secondary participation rates among under-represented segments of our population is critical.
- A specific recommendation of ACCC is to lift the cap on funding for Indian and Northern Affairs Canada’s Post-Secondary Student Support Program and enhance and finance the program to a level that ensures success and opportunities to benefit. It is estimated that 10, 589 eligible First Nations students who completed high school could not access support for post-secondary education between 2001 and 2006. In 2007-08 an additional 2,858 students across Canada could not access post-secondary education.
- Recent visit to Montreal to see how Quebec runs their education system. They have free tuition for a full course load and pay only for course(s) they drop or are not taking. They do pay for night school. They do not do their own distance delivery as one company does all distance education courses – the government controls how they deliver. English speaking colleges have a quota where if they take in too many students they need to give the government money back. Lots of immigrants looking for English. Also different there when they apply for a new program they get money for it. The Transfer system is different because at the program level they all have common outcomes.

## 11. Community Reports

**Gift Lake** – 16 students (13 AU, 2 TA & 1 FNMI). A field trip was taken in November to Grouard campus for a volleyball game. Students working on a Christmas raffle for a 42” flat screen TV as top prize. The fund raising activities are great to raise money, have fun, socialize and develop campus spirit. Students will receive 2<sup>nd</sup> progress reports on Dec 3<sup>rd</sup>. it Anderson. Christmas dinner planned for December 14. Jan 19, 20 & 21<sup>st</sup> Growing the North (economic conference) is being hosted at Grande Prairie at Evergreen Park.

**Manning** – Board members have been talking to AEI to increase Access to Training. They are having a huge increase in temporary workers within the community.

**Activities:** 11 FT students and 2 PT. Students have submitted comments for stories. AF has attended Council meeting and we are increasing our role in partnering with High Schools. Sign for NLC is now behind a fence. Students had trouble receiving their funding and got some transitional dollars from local groups. Local educational foundation (Voices for Education) gave dollars to an NLC student as scholarship/bursaries. Fire alarm went off twice but is now fixed.

**Smoky River** – support for college funding meeting being set. Don Regier met with Minister, Len Webber who was positive. Eliminate will be demonstrated (acronym names need to be explained). FCSS booklet brought up at last meeting – we would like the book (contact Terry Roser).

**Cadotte Lake** – 9 AU, Careers 1 FT, 3 PT, 2 US. Student field trip to Edmonton has been postponed to Spring. Students doing fund raising for field trip. Planning an open house, to be discussed at January meeting. **Training needs: Class 7 drivers' training.** Last month one of our previous students graduated as a scientist from the U of A.

**Athabasca** – trying to get an increased presence in the community. Spoke of the success of the nursing program – all graduates are working. Partnership with Athabasca Adult Learning is being pursued. Fund raising Dec 21<sup>st</sup> campus students are hosting an event.

**Valleyview/ Sturgeon Lake** – Presently counselling a student who dropped out of ATEP and was thinking of going into TA – **need a visit on campus from a University program tutor.**

A recent CEC meeting revealed that NLC was not being referred to because it was thought there was a cap – **there is no cap quota for Academic Upgrading.**

Met recently to obtain Life Skills training and now have direction for May, June & July delivery. Hope to hold another in September. Met with Jim Zinyk recently.

**Problem: unable to find upgrading under her policy.** UCEP title is available.

Negative feedback on the Power Engineering program said to be setting up students for failure – **please refer to Claire Russell at the Slave Lake campus.**

North door needs to be set up. The Highway will soon be coming through, health care facility coming is coming and it is very exciting with so many needs.

**Training needs include Class 1 driving, EMR and Culinary Skills.**

**Atikameg** – JD's leaving sparks a story from 2000 when Kevin was in the Life Skills program for 5 months. JD really changed Kevin's life and added so many things. JD forced him to put down his survival skills and they went on for a 10 year relationship and will always regard JD as a real good guy.

10 AU, 2 PT US, Contacted one of our elders to join the CEC in January. 15 students for next semester and learner progress reviews are complete. Visits included Rick Romick, Vern Okimaw. Christmas lunch on Dec 15<sup>th</sup> and Chinese gift exchange. Thank you to Rick for all trips to Ottawa to speak for us.

**Peerless Lake** – 7 FT AU, 1 Pt, 1 FT Careers, 1 PT, 6 US FT. TABE Tested 2. Next semester AU will get 7, so numbers will double.

Had a CEC meeting and one of our board members is a First Nations Counsellor.

Busy community and everyone very busy with their jobs so hard to get a quorum.

Steven Ford was there also.

Student Attendance very good.

Christmas dinner on Dec 16<sup>th</sup>.

Safety courses next week.

Good wishes for the holidays.

**Grouard** – 28 AU FT, 2 AU PT, Careers 28 FT, U.S. 20FT & 1 PT, 6 Apprenticeships, 14 TABED. Quorum achieved at last meeting and budget was completed.

One achievement award and one perfect attendance award given out. CEC have decided to Award an IPAD at the end of the term (drawn from all of the perfect attendees).

Staff busy with secret Santa.

Next semester expecting 40 AU students.

Students had a Bingo and raised \$4,000.

Still to complete the 3 year planning.

Attended an FCSS conference and was impressed with the sincerity they have for improving the people in the community. Social component needs to be a part of economic development.

Tourism becoming more important. Gave example of Mission 2010 with Archbishop Diocee visiting a 4 day retreat which brought the community together and spoke of forgiveness. Thank you to college and Rick and his staff for accommodating the retreat. A huge thank you to all staff at Grouard that are always so willing to assist.

**Slave Lake** – recent Annual Christmas Craft Sale and Family Fun Day raised \$9100 for 3 local charities. 1,775 people came through the doors.

**East Prairie** – Pt 3 Careers, 1 US, none tested. Perfect attendance for 2 students.

At the last meeting, the CEC had a quorum.

**Training needs are for First Aid & H2S.**

Life Skills instructor's visited and will return on Dec 9<sup>th</sup> (28 applicants with more coming in).

East Prairie will fund another 10 people.

FNMI student was in a vehicle accident.

CAP coordinator interested in taking the Alberta North Certification.

Food Handlers course had 8 recipients.

**Class 1 driver's training needed.**

**The CEC would like to say Thank You to the Board of Governors for the generous increase for honoraria.**

**Calling Lake (report sent in)**

6 ATEP FT & 1 PT

2 TABE tested

Campus was without a janitor from Sept – Nov 9<sup>th</sup>.

No quorum since Apr 27<sup>th</sup> – next meeting Dec 13<sup>th</sup> with one new CEC member and this will be a Christmas dinner meeting (not to exceed \$350).

Activities: 3 people applied for Integrated Trades Prep and 2 employees from Daycare taking on-line courses there at campus.

**Fort Vermilion**

9 AU FT

0 PT

6 TABE tested

5 Careers FT 3 PT

1 Invigilated

2 US FT

1 PT

Awards given out:

Activities:

- Nov 18 AB North Cert. session
- College Closet was there Nov 3<sup>rd</sup>
- Recent visits to campus include: Library, CLC Director, U.S. Tutor and the ABE Coordinator.
- A man from Jon Dor' has just obtained his law degree (the first Aboriginal Law Graduate from the Peace River area).
- Training needs: Class 1 Drivers course.
- At last meeting it came out that Career student attendance was not being sent in.
- Awards for attendance for Oct 8 x \$25 & November 3 x \$25.

**Community developments:** A vocationally educated man from Jean D'Or Prairie just completed his law degree. He will be working out of an office in High Level and is making history as the first Aboriginal lawyer in the Peace Country.

**Marketing Needs:** the college is doing a fine job of marketing in Fort Vermilion. The CALC coordinator has written to the Minister of Education and our MLA about the student financing being cut down.

**Training Needs:** There needs to be an effort to get a **Class One training session** as there has recently been a lot of companies advertising for drivers.

**Items of note: we were saddened to hear of the passing of Susan McCabe, our counsellor,** The new coordinator **Lee Wozencroft** is busy. He is interested in CALC's interest in basic literacy and is putting together a telephone conference with himself, our coordinator and the NLC staff overseeing ABE.

**Paddle Prairie** – 10 FT AU & 2 PT and 1 US PT, 2 had TABE tests and 1 GED was sent to High Level. Perfect attendance for November 3 x \$50.

Six safety courses are being taught in December to 60 community members (where they received 70 walk-ins and about 50 calls).

Paddle Prairie has wireless now.

**Stony Point (sent in)**

20 AU FT                      7 PT

13 TABE tested

7 Careers FT . 10 PT

1 Invigilated

9 Life Skills FT

1 GED reg'd and referred to Grouard

9 US FT                      2 PT

9 Bigstone Training to Employment

NO Awards given at this time

Activities:

- One student assault by non-student and was videotaped and put on face book.
- Dec 17<sup>th</sup> Campus Christmas event partnered with CEC and students
- Heating system being repaired.
- Additional space allocation on Stony Point campus: Misstassiny High School Outreach, Northlands School office space, MD Daycare.

**12. Any Questions/Answers Arising from Reports?**

- Did Grouard CEC give an IPAD for each semester? Yes. Each student puts their name in for each month's perfect attendance and is in good standing at the end of the semester – then a draw is made.
- Athabasca asked about Access to the Future fund raising applies to all NLC's region? Yes.
- Manning asked about the possibility of a 1 month course to help with transitioning from High School to post-secondary education? Include options to look for a career choice and funding opportunities. Budgeting and decision making skills required. **Stephen Ford** addressed with life skills is on-line and there are NLC Counsellors available for discussing choices. There is also **ALIS, Alberta North and Trade Secrets, career cruising and Service Alberta/Canada websites holding valuable information.** A Goal is made before an educational plan is made. **NLC has an open door to any course in the world.** NLC offers Life Skills. Non-credit programs are a hard sell. Free courses have a goal of getting people interested in on-line learning. (discussion).

13. CPF Update/Budget: Lea Dashkewytch (not in attendance) –hand out and any questions are to be sent to Lee or your Director.

Lunch break taken – back at 1:25 p.m.

3. Visiting Ministers dropped into the meeting at 1:50 pm. Madeline asked for each member to introduce themselves and some described the role of NLC in their community. Rob Lee, Dir of Post Secondary Planning and Investment (business planning), Keith Eed, Advanced Education, who reviews and sets up approvals for new programs and has worked with Stephen on the Inmate Education in Peace River (spent 16 years at Keano College in Fort McMurray), Policy Research area on variety of issues “campus Alberta” department surveys.

Rob asked how often this group gets together and Mary answered about once a month for 8 months a year whose purpose is to give the President information from each community, plus sharing with NLC each community’s programming needs. Relationship is really an exchange of information. Hoping for sustained funding for next year but recognize the greater need for funding (\$5 billion shortfall for next year). Work with NLC to find a balance for resources and needs. At 2:40 these visitors left.

F. CORRESPONDENCE

G. BUSINESS

1. 2011 CEC Workshop (April 13-15) Slave Lake.

- o Title: Community engagement & Mentorship (including new technologies).

2. Nov 20<sup>th</sup> Round Dance Report: Randy Anderson – Nov 20<sup>th</sup> Round Dance was successful – thank you to CCEC for their support. Now they will start planning in Sept and meet every 2 weeks. Ester Giroux delivered a wholistic workshop. Helen Piper did the pipe holding event. Feast started at 5 pm and dancing at 7 pm which went until 2 am with over 200 people attending (found out this same night competes with 2 other round dances). Round dances attract children and youth. Pictures available on the n: folder under public.

Planning the Métis celebration on Feb 26<sup>th</sup> which includes competitions for fiddling, jigging, dancing and posters are soon to go out.

H. INFORMATION:

II. ADJOURNMENT at 2:50 pm

J. Next Meeting Date: February 1, 2011 at the Grouard campus.



**President's Report to the CCEC**  
**February 1, 2011**

- Gift Lake Community Learning Centre Project – In December, a memorandum of understanding was signed with Northland School Division and the Gift Lake Métis Settlement. The purpose is to create a strategic alliance aimed at providing better educational outcomes through collaborative educational efforts, services of benefit to the community, and a cluster of facilities for improved efficiency. Gift Lake has forty high school students that attend thirty-six different high schools. One goal of the agreement is to assist Northland through an agreement for joint high school which would allow the students to study core high school courses at home.

A Business Plan for replacing the existing Gift Lake facility was completed at the end of December. The Government of Alberta is reviewing the plans. The vision is to locate a new facility on the Northland property and connect it to a future school replacement. Between the two facilities a new library is envisioned that will be a school/community/college library. The Gift Lake Settlement has funding for a Daycare that will also be co-located at the site. Other components may be added. E.g. Alberta Employment & Immigration is prepared to pilot labour market services and job search delivery by distance to this site.

The Gift Lake project is a prototype for future learning centres in other small communities.

- <sup>-2013</sup> High Prairie Hospital Project – The hospital project that was announced last July for High Prairie has moved slowly. The Minister of Infrastructure, Ray Danyluk, met with the hospital planning committee in January 2011 to reconfirm that the project is going ahead, that land negotiations for the site are nearing completion, and that the College continues to be a partner in the project. The hospital will be a teaching hospital. Alberta Infrastructure officials have now selected the consultant for the design of the building. Meetings for designing the College space will commence shortly.
- Last summer, Alberta Employment & Immigration made changes to how sponsored students (Alberta Works) were paid for support. Prior to this year money was provided directly to the College, fees were paid and the balance of support was then transferred from the College to the student. The change was that funding for tuition and books goes directly to students now and they are responsible to pay. This change is good for encouraging responsibility; however it has created a situation where many students are not paying their fees for books and materials (we had well over \$100,000 in outstanding fees just recently). The College cannot ignore unpaid fees so College practice has to change too. We are approaching this problem two ways; one is to insist on payment by a certain date or the student is asked to leave. The second is working with Alberta Employment & Immigration on the wording of funding letters to students. The letters are too vague on what the funds are for. CEC's can help by reminding students that they are responsible for their fees and asking them to ensure that all fees, including books and materials fees are paid.
- Another problem arose with Alberta Employment & Immigration (AE&I) recently. We believe for the February term that we have the problem resolved, but we may not in the longer term. More discussions are planned with AE&I. The problem was that students in Adult Basic Education may have

Letter: Students were satisfactory in 1st term - Cindy - registr

received a letter denying funding even though they had a "Satisfactory" for their first term grade. We appealed this change in practice to the Assistant Deputy Minister of AE&I who agreed that two weeks notice was not sufficient to change the practice. Students in ABE who had been denied second term funding should be re-instated on Alberta Works funding for term two. AE&I believes that long standing practice on this issue is incorrect and that an ABE student who has "satisfactory" actually has unacceptable progress by their definitions; the College disagrees. ABE students typically cover three grade levels of education in one to two terms and much of it is individualized as each student has different needs. For some students, one term is enough and they receive a mark of "complete". Approximately 1/3 of ABE students need two terms so if they are progressing at a reasonable pace they receive "satisfactory" at the end of term one and would not receive a "complete" until the end of term two. In the College system only an ABE student with "incomplete" would be deemed to be making unacceptable progress for funding purposes.

- We had an agreement with NAIT to bring their new lab to Slave Lake for delivery of the Water/Wastewater program in March. There were not enough qualified applicants to proceed so the Slave Lake offering for March has been cancelled. NAIT and NLC are in discussions as to the competencies required for entrance and the array of course work that will satisfy NAIT as pre-requisites – equivalent to their pre-tech courses. Discussions will also take place with external stakeholders (employers of potential students) to develop a plan for upgrading that will be workable. There is no specific date set as yet for the next offering. The date will be negotiated with NAIT once we have students working toward the pre-requisites. Many communities need this program for one or two students. It is very important training. Many of the applicants are already working in community treatment facilities.

The Ministry of Advanced Education & Technology provided a \$160,000 grant for the purchase of a new truck for the Boom Truck program. The funding is for the truck, a deck, and mounting of a knuckle boom. We already have the knuckle boom (20 ton capacity) from a previous donation. Up until now, the College has relied solely on industry for trucks.

The 2011-12 budget is under review. We are not expecting the Government of Alberta to increase budgets and we don't expect them to cut. Costs, however, continue to rise so budget officers were asked to look for a 3% cut in the first draft of the budget.

Matching dollars have been available to the College to match donations for several years now through the Government's Access to the Future fund. The Minister of Advanced Education recently wrote to Colleges and Universities about the program. New matching commitments can no longer be accepted but we can proceed with those that are already in discussion.

- East Prairie campus flooded over Christmas. Trailers that were already in poor condition are now in even worse condition. A Life Skills program is scheduled there in February.
- Roland Michener School in Slave Lake has two students attending welding classes and St. Mary's School has six attending. We are providing Career and Technology Studies (CTS) credit for the equivalent to first period welding. A couple of the students were struggling to fit into the regular academic stream and so the purpose is to gain exposure to career possibilities; the others are in it for the high school credit.

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Fort Vermilion Recreation Board  
Regular Meeting  
Complex – Hall  
January 26, 2011

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**Present:** Cameron Cardinal, Con Mercredi, LaDawn Dachuk, John Simpson, Ena Simpson, Odell Flett

**Members:** Alfa Twidale, Louise Smith

**Guests:** Al Hoggan – Director – Operations North – Mackenzie County

Al gave an update of the ice plant after SYMCO inspected it. It is time for it to be replaced.

**Call to order:** Meeting called to order by chair, Cameron Cardinal at 7:35 pm.

**Additions to Agenda:** John Simpson moved acceptance of agenda with additions. LaDawn Dachuk seconded.

**Adoption of Minutes:** Motion by John Simpson to accept minutes of January 26, 2011 with corrections. Seconded by Con Mercredi.

**Arena Supervisor Report:** Draft tournament raised \$1642.00.

Fort Vermilion Minor Hockey has a request for the old bingo cards that the Recreation Board has for a fundraiser. Motion made by John Simpson that Fort Vermilion Minor Hockey can have the use of the bingo cards for \$50.00. La Dawn Dachuk seconded.

FCSS would like the Fort Vermilion Recreation Board to be part of the winter blues session. Meeting on February 28, 2011.

Motion by John Simpson to accept supervisor's report as presented and seconded by Con Mercredi.

**Financial Report:** Financial report presented. Motion by Ena Simpson to accept financial report as presented. Seconded by La Dawn Dachuk.

**Sub Committee Reports:**

**Building Committee:** Mid March on set for completion. Motion by Odell Flett to have a sub committee for the fitness center. Seconded by Ena Simpson. The committee will be Cameron Cardinal and Odell Flett.

**Curling Rink:** Tabled for Grant Charles.

**Concession:** Slow and everything okay. Staffing issues under control.

**Mud Bog:** Financial Report was presented by La Dawn Dachuk.

**Splash Park:** Tabled.

**Membership Involvement:** Will not have a page on facebook.

**Correspondence:**

**Old Business:** Policies and Procedures tabled.

Internet Costs: David Froese – CCI – too much, Telus, \$100 \$150.00 per month. Motion by Odell Flett that Con Mercredi go ahead with internet access VIA Telus depending it is within the budget. Seconded by Con Mercredi. All in favor. Carried.

Hiring – tabled

Records: It was brought to the attention of the board that records are not up to date and the information is needed.

AGM: March 2, 2011 – 7:30 pm, Complex – Hall.

**In Camera:** Motion by John Simpson to go in camera at 10:35. Seconded by Con Mercredi.

Motion by John Simpson to come out of camera at 11:03. Seconded by Con Mercredi. Carried.

Discussion on personnel. Ena Simpson made motion for employee to have pay done. Con Mercredi seconded. 1 against. Carried.

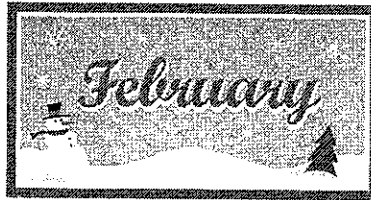
Discussion on casual employment and to be brought back for policy and procedures. John Simpson made a motion that casual employees start at \$12.00 per hour. All in favour. Carried.

**Next Meeting:** February 22, 2011, Complex – Hall @ 7:30.

**Adjournment:** Motion by Con Mercredi to adjourn meeting at 11:07. Seconded by Ena Simpson. Carried.



incredible!



## Monthly REDI Report

February 2011

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### Upcoming REDI Meetings

- **REDI Full Board Meeting on March 9 at 3:00PM – Room 150 Town of High Level Building**
  - Diane Simsovic Executive Director, Regional Development (AFE) to attend
  - Draft strategic plan presentation

### Project Updates

- **Tourism:**
  - **Destination Marketing Organization:** REDI has helped to support the establishment of a Destination Marketing Organization for our region. Individuals from the committee have been presenting information about the new board to municipal councils in February. Please see the website for new information: <http://www.mackenziefrontier.com/>
- **Forestry/Agriculture:**
  - **Bio-Industrial Park Project:** A draft of the final report has been sent to REDI board members for approval. An upcoming teleconference with Christopher Rees will take place to complete the project. Three specific locations have been named in the draft report, and recommendations for future action are also included.
  - **Agriculture:** REDI has partnered with Community Futures on an Agriculture clustering project. The project is still in the initial phase.
- **Transportation:** Currently awaiting response regarding Advocacy RFP.

- **Strategic Planning Process:** REDI has begun its Strategic Planning for 2011-2014. Surveys have been sent out to members and the information will be compiled by consultant Bruce Schollie, of Schollie Research and Marketing, into a draft report for our March meeting.
- **Newcomer's Project:** REDI is in the final stages of its Newcomer's project. The updates to the website have been completed, and REDI has approved the printing of materials about location in the region in English, French and German. Please see our website: [www.rediregion.ca](http://www.rediregion.ca)



incredible!

**REDI Management Meeting  
Wednesday February 9th, 2010, 5:00 PM  
High Level Town Hall  
MINUTES**

**ATTENDANCE**

**REDI Board**

Lisa Wardley  
Pat Cabezas  
Dicky Driedger  
Mike Osborn  
Lee Wozencroft

**REDI Staff**

Michael Cheeks  
Lindsay Thompson

**CFNWA Staff**

Maureen Chepil

**REGRETS**

Peter Ernst  
Peter Braun  
Boyd Langford  
Mona Lisa Calliou  
Sylvia Kennedy  
Maarten Braat  
Rod Chalifoux

**GUESTS**

Bruce Schollie Research and Consulting  
Janet Hyde – Abiocon Strategies Inc.

**1. CALL TO ORDER**

Chair Lisa called the meeting to order at 5:10 pm.

**2. REVIEW AND ADOPTION OF THE AGENDA**

**Motion:**

That the agenda be accepted as presented.

**Carried**

**Moved by: Mike Osborn**

**3. REVIEW AND ADOPTION OF THE MINUTES – January 12<sup>th</sup>, 2011**

**Motion:**

That the minutes of January 12<sup>th</sup>, 2011 be accepted as presented.

**Carried**

**Moved by: Dicky Driedger**

#### 4. HIGH LEVEL TOURISM PROJECT PRESENTATION

Guest Janet Hyde, President and Principle Consultant of Abiocon Strategies Inc., Calgary, AB, made a presentation to the board outlining the work being done for the Town of High Level's Tourism Development Strategy, with the focus being on attracting tourists to the region/area and the directions that this might go. A discussion was held with Janet and the Board.

#### 5. BUSINESS ARISING FROM PREVIOUS MEETING

##### a) REDA MOU Update

Mike Osborn presented the MOU update to the board. The primary changes effective April 1, 2011:

- i) Funding for 3 years instead of 5
- ii) Core funding has a maximum of \$75,000.00 and that will have to be matched as follows:
  - Year one (a transitional year) – the funding will need to be matched 2:1, for example, in order for REDI to receive \$75,000 they will need to have \$37,500.00
  - Year 2 and 3 the funding will have to be matched 1:1 – for every dollar up to \$75,000 that REDI receives a dollar will have had to be matched by REDI.
- iii) Certain shared goals have been eliminated resulting in less direction from the government
- iv) The High Level office will be reclassified as a Project Office and will hire a Project Manager

A discussion was held regarding fundraising for years 2 and 3 and the general feeling that REDI will be fine through the changes and that there are a lot of positive benefits such as more autonomy.

**Motion:** **Moved by: Dicky Driedger**  
That REDI approve the MOU as drafted by the Government of Alberta and sign it.  
**Carried**

**Motion:** **Moved by: Dicky Driedger**  
That REDI apply for transitional funding.  
**Carried**



**b) Growing the North Conference Update**

Lindsay Thompson updated the board on the Growing the North Conference.

**Motion:**

**Moved by: Pat Cabezas**

To accept Lindsay Thompson's update on the Growing the North Conference as information.  
**Carried**

**c) Bio-Industrial Park Project Update**

Lindsay Thompson updated the board on the Bio-Industrial Park Project, referring to the update contained in the meeting package from Chris Rees, the consultant from Suthey Holler, noting an addendum to Chris's package that Chris also consulted with Pat Cabezas. Chris's deadline for project completion is February 15<sup>th</sup>, 2011 and he will be at the next meeting to make a presentation. It was suggested that Chris also contact the Town of Rainbow Lake and Apache.

**Motion:**

**Moved by: Dicky Driedger**

To accept Lindsay Thompson's update on the Bio-Industrial Project as information.  
**Carried**

**d) ThinkLocalMarket.com**

Lindsay Thompson updated the board on ThinkLocalMarket.com. The information contained in the meeting package was just recently received. ThinkLocalMarket.com has asked REDI to contribute \$10,000.00.

**Motion:**

**Moved by: Mike Osborn**

That REDI send a letter of support but not make any financial commitment at this time.  
**Carried**

**6. COMMITTEE UPDATES**

**a) Tourism Committee**

Chair Lisa updated the board. An Interim Committee was formed at the last meeting and Beth Kappelar is now Interim Chair.

**b) Forestry/Agriculture Committee**

Mike Osborn updated the board. The Community Futures RDI application has been cancelled.

Community Futures Grande Prairie has an Agri-Food project and CFNWA is looking for funding from them for March 1, 2011. CFNWA may not need all the \$50,000 that REDI

previously committed from their Community Development Trust funding and will let REDI know next week.

**c) Transportation Committee**

Nothing was reported.

**7. REDI Strategic Planning Session – Guest Bruce Schollie**

**Motion:**

**Moved by: Mike Osborn**

That REDI modify the Strategic Plan from 5 years to 3 years.

**Carried**

**Motion:**

**Moved by: Mike Osborn**

That REDO redraft contract to extend work period and include full \$30,000 payment.

**Carried**

**9. NEXT MEETING AND AJOURNMENT**

**Motion:**

**Moved by: Pat Cabezas**

That the meeting be adjourned at 8:45pm

**Carried**

The next meeting will be held on March 9, 2011 at 3pm, at room 150, Town of High Level Building.

**X**

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Lisa Wardley  
Chair

**DRAFT**

**MINUTES OF A REGULAR MEETING OF THE  
A.A.M.D.C. NORTHERN DISTRICT FOUR ZONE MEETING**

**Friday, February 11, 2011  
DeBolt Community Centre, DeBolt, Alberta  
M.D. of Greenview No. 16**

**CALL TO ORDER:**

Zone Director Burton called the meeting to order at 10:09 am, with approximately 90 people in attendance. Director Burton announced that the last time an AAMDC Zone meeting was held in DeBolt was in 2006.

Director Burton requested for the Reeve of the M.D. of Greenview Mr. Tony Yelenik to provide a welcoming address.

**WELCOMING ADDRESS:**

Mr. Yelenik welcomed and thanked the Honourable Hector Goudreau, Honorable Mel Knight, MLA Wayne Drysdale, and all other delegates for attending the meeting. He welcomed all the members to DeBolt and to the M.D. of Greenview and added that we are proud of this building. Mr. Yelenik informed that a table full of M.D. representatives and Council members would answer any questions and provide any information regarding the M.D. of Greenview.

Director Burton announced the recent passing of Mr. John Eriksson on February 8<sup>th</sup>, 2011. He was the C.A.O. for the M.D. of Big Lakes for 12 years. A moment of silence was shared by all attendees at the meeting.

**ANNOUNCEMENTS:**

Director Burton informed the attendees of the directions to the washrooms and exits.

Director Burton announced the following sponsors:

Coffee Breaks sponsored by: Municipal District of Greenview

Lunch sponsored by: Municipal District of Greenview

Door Prizes sponsored by: Genivar, Partners in Protection, M.D. of Greenview and the DeBolt Ag Society sponsored golfing fees at the DeBolt Golf Course.

Director Burton provided an overview of the FireSmart Program and noted brochures were available in the back. The FireSmart Program conference will immediately follow the AAMDC spring conference in March. Director Burton noted that anyone interested in attending the FireSmart Program Conference could register. Director Burton informed that he became involved with the FireSmart Program through the Partners in Protection board that he chairs.

**IN ATTENDANCE:**

Hon. Mel Knight, Minister of Sustainable Resources

Hon. Hector Goudreau, Minister of Municipal Affairs

Mr. Wayne Drysdale, M.L.A. Grande Prairie Wapiti

Ms. Bev Yee, Assistant Deputy Minister Environment

Mr. Rick Grebenstein, Manager of Transportation (Ministry of Education)

Mr. Brad Pickering, Deputy Solicitor General & Deputy Minister of Public Security

Mr. Glenn De Goeij, RCMP representative

Mr. Wayne Franklin, Alberta Transportation Regional Director

Mr. Donald Saunders, Alberta Transportation Bridge Manager

Mr. Tom Williams, Alberta Transportation Operations Manager, Grande Prairie

Ms. Carolyn Kolebaba, Vice President A.A.M.D.C.

Ms. Kim Heyman, Director of Advocacy and Communication

Director Burton informed that the Honourable Minister Goudreau and the Honorable Minister Knight and MLA Wayne Drysdale would be in attendance at this meeting until 11:30 a.m.

Director Burton welcomed the Honourable Minister Knight to provide an update on the current events regarding Sustainable Resource and Development.

**MINISTER/M.L.A. RECOGNITION:**

Honourable Minister Knight stated that the Honourable Premier Ed Stelmach intended to be at this meeting. He sends his regrets for being unable to attend and expressed his best wishes for a successful meeting. Mr. Knight provided a message from the Premier that he is still the Premier of Alberta and will remain Premier until he decides to retire. He stated that the Premier has a strong mandate to govern this province and the establishment of a new leader has nothing to do with taking the job seriously. Mr. Knight informed that he would do his best to answer any questions about government or SRD.

Director Burton thanked Mr. Knight and requested the Honourable Hector Goudreau to come forward on behalf of the government.

Honourable Minister Goudreau acknowledged his colleagues Wayne and Mel and thanked Mr. Yelenik for his welcome address. Mr. Goudreau apologized that he had to leave prior to lunch. He informed the municipalities and counties that they are the key to the success in Alberta. Alberta will come out of this downturn stronger because of each of the individual municipalities and counties efforts provided through the economic downturn. Mr. Goudreau informed that he was keen on hearing the comments and questions. He stated that Alberta has a strong infrastructure in place. The government is committed to the MSI program and will be launching the budget in about 10 days. He expressed his hope for the municipalities and counties to continue to build and grow. Over the years there have been many changes, 72 different programs are now compacted to a couple dozen programs. Mr. Goudreau hopes that there will be a continuation of the strong relationship established with the municipalities and counties. Disasters and disaster preparedness are important factors of consideration for the provinces. Saskatchewan and Nova Scotia have had severe weather conditions but we too are concerned about what might happen. The warm trend was welcomed to melt some of the heavy snowfall received, but the big fear is to have more snow storms from now to April. The environment department is monitoring the situation to ensure preparedness. Alberta is well prepared for disasters, courses have been provided and municipalities have the knowledge to deal with the situations. Last year disaster was declared by twelve different areas within the province at a cost of 12 billion dollars. The population is increasing and with that the infrastructure increases, as the years go by we depend on each other for additional support.

Q: The question is directed to the Hon Mel Knight – The County of GP submitted resolutions regarding the Mountain Pine Beetles. Please provide an update on the status of the mountain pine beetles, particular in the area of the County of Grande Prairie.

A: The mountain pine beetle has been less affected in our region due to the management efforts established and the change in the pine beetles flight. There has been extensive damage from the beetles in the Spirit River area. There has been good management work and a good handle has been put on the situation. The beetles have moved to areas such as Hinton, Edson and the Slave Lake area. The provincial government is seeking some federal assistance for the problem. There are 600 people working to control and mitigate the damage. There has been no assessment with the counts yet for this year. It is believed that there will be a 10-20 year fight against the pine beetle. Extensive cold weather plays a part on the control of the pine beetle. Use of a 3 point program has been the strategy for handling the pine beetle situation, remove, harvest and plant new trees.

Q: Question directed to the Hon. Hector Goudreau – In Alberta volunteer firefighters are not required to take a fire certification exam. If they are not required to take the exam they might not complete the modules. The concern is for the safety of the firefighters and individuals if these modules are not completed.

A: Honourable Minister Goudreau stated whenever we deal with fires and destruction with vehicles we explain that today the different materials in the vehicles burn differently. Home construction has also changed over the last 10 – 15 years in regards to the materials used. People that go to fight fires have to be trained properly to deal with the changes that result from these new materials. We make sure that we accommodate for these changes. EMS responders are well trained in some areas but not in others but I will look at this and bring a response back to you. A report regarding the services available on the way to High Level has just been provided and Mr. Goudreau stated that he will be reviewing this report. Support along hwy 63 and the services available in other areas are being reviewed.

Q: Question is directed to the Hon Mel Knight - Question regards the concern over commercial fishing permission and the length of time to get recreational leases signed. Campsites take 5 years to establish and the commercial fishing is at a standstill. Are you getting ready to restructure SRD?

A: Mr. Knight replied that this is not a new question; SRD has been restructured many times. He stated that he will discuss it with the deputy and look at changes if there is a general consensus in the department then changes will be made.

Q: Question directed to Hon Mel Knight - What could be happening with regards to hunting licenses?

A: Mr. Knight stated wildlife consuming livestock feed in Northern Alberta has become a serious issue. He stated that the department is looking at switching the hunting license process so a draw is provided for Bull Elk and an open season is available on Cow Elk to control the situation.

Q: Question for Hon Mel Knight - In our area we had an intercept program and we are disappointed to hear that the program has been cancelled. It has been beneficial for the region.

A: Mr. Knight explained that there was a feeding program in which the wildlife animals were fed in an area away from where the livestock were feeding. It was a program that was not high on the list of priorities due to cutbacks, but he stated that the department will look into it. The wildlife problem eating feed intended for livestock has upset a lot of people. The numbers of elk are high but the problem is not as straight forward as you think, the elk are alternate prey with caribou. We have drawn in the number of wolves that reside in Alberta, there are currently 4000 on the ground and now there is a lot of food for them. Elk and deer are mobile because of cut lines and open land. The counts are up for elk but it is not nearly as high as people fear.

Q: Question for Hon Hector Goudreau - Recently all municipalities was provided a survey regarding audit management. What are the reasons for the random audits? I understood that it was a thing of the past but the question has reared again.

A: Mr. Goudreau stated that the legislative process entitles people to submit private member bills; they all have a right to bring in bills in Alberta. Bill 203 responded to this private member bill by providing more openness and transparency. This bill was created to respond in this effort to provide transparency and openness and was approved in the assembly. There were 2-3 bills that were approved with questions and anxiety and Mr. Goudreau informed that he inherited it. He decided to fix the problem he would introduce Bill 9 to review this bill. We are looking at making more information available on the internet etc. The proposal still has to go through cabinet we are introducing amendments this fall. We are working with the AAMDC to get responses to bring that information back to the table.

Q: There is anxiety around governing in AB. Citizens have supported the government. What is the move forward with government today?

A: Mr. Goudreau stated there are two sides to the equation, the leader is stepping down, but in that process we will move forward with business as usual. There will have to be an election or by-election; meanwhile all activities still carry on. There might be a little hesitation with departments, but it is our mandate for government to carry on as we have in the past. I know there is hesitation but the momentum will continue.

Mr. Knight added that the municipalities will all be under the umbrella of the land stewardship act, regional plans and ALSA legislation. Continue to zone your real estate and do what you have to do, don't be concerned that this is over your head. There was a concern in the ALSA legislation that had retro power for zoning and planning, but Mr. Knight informed that he has 11 amendments that he has presented to his colleagues to review. One addresses concerns, with respect to municipalities. If you have set up your plans and ratified and have accepted them, they will remain in place. He informed that they have never had intentions of any interruption in the first place. MDs and Counties will be included in the sub regional plans. Inter-municipal groups such as the Calgary Regional Plan maintain themselves under the umbrella. The pieces causing the concerns will be corrected to the best of his ability. There are amendments on the table to address the concerns.

Director Burton thanked the Hon. Hector Goudreau and Hon. Mel Knight for attending the meeting and providing an update to the members.

Director Burton read the letter provided by the Hon. Gene Zwozdesky in response to the invitation letter we sent him. The invitation letter requested him to address some member concerns. Director Burton read the invitation letter first and then read the response letter from the Hon Zwozdesky. Director Burton instructed Ms. Marin to email the letters to the members to view.

Q: Question in response to the letter from Mr. Zwozdesky - Of the 5000 allotted care spaces, how many are allotted for outside of the Edmonton and Calgary corridor in the rural area?

A: Mr. Knight responded with an estimate of 1200.

Director Burton instructed Ms. Marin to send the question to Mr. Zwozdesky for a response.

Assistant Deputy Minister Bev Yee was introduced by director Burton, and was asked to come forward to provide information regarding Site C Dam and provide an environment update.

Ms. Bev Yee apologized that Minister of Environment Rob Renner could not attend this meeting. Ms. Yee informed that she would provide an update on the Site C Dam and she would frame the update around water. Water is a critical factor in the north. They are negotiating bilateral negotiations for the Mackenzie basins. Water agreements are important because of the water between B.C. and the Alberta border. For the Peace Athabasca Delta, we have to get the negotiations right, find out the needs and concerns. We will talk to the communities to find out the concerns. BC is also concerned, once we commit we will be obligated to meet these commitments. Site C is the third dam on the Peace River. We have been in discussion with BC for a water agreement; we want to have the agreement signed first and then Site C. Work on environment agreement, Site C and the negotiations with BC may happen concurrently. Water for Life Strategy began in 2003 and renewed in 2008. Infrastructure planning is important for drinking water and blue water. The overall health of the ecosystems will fall on provincial policy. A lot of wetlands in the north, currently these are being mapped and critical objectives are being set. The south is very different from the north and the concerns are being managed accordingly. The economy is coming back. Access to secure water is important. The way to allocate water today is the way we want to do this in the future. You may have heard Hon Rob Renner explain water allocation. There is a provincial research monitoring panel and one for the federal government. The environment department is taking an overall review of the regulations for air, water, land. Are we monitoring the right things and are we getting the right information to make the right decisions? A world class system is needed. With regards to water conservation, we know with the population growth, urban and industrial that the water supply will be difficult. The department is looking at water conservation more seriously, with more conservation by 2015. Kudos to AAMDC because you have been actively working with oil and gas and

agriculture to collectively reach the conservation target. Ground water is significantly important; mapping will be done to make better plans for the future. The incentive to use more recycled water will be promoted to save our drinking water.

Q: In our County there are a lot of oil sands and we are having trouble with air quality. The fallout of solution oils that are vented coming down is causing a problem with the air quality. We are trying to work with government to get them to encourage these companies to use a vapor recovery method. We have the technology because it is used in the oilfield. We would like to see the government step up with enforcement to get the oil company to use a flare or recovery method.

A: Tool management, we need to be more proactive and we need to know all the things that affect the air quality. Let's collectively do our part to get this done. Alberta Environment is using outcome based approval. We need to incent them when they go to outcomes based approval is the way we are working together. Environment is working hard with municipalities. Technology is a significant approach that we are taking.

Q: The north is different from the South regarding wetlands. How will the funding for the regional systems be set up, in particular Water for Life?

A: Water for Life opportunities, looking at regional lines once we have the plan then we will find the funding. This will be done on a priority basis; it can't be done all at once. We are doing this with higher priorities first, cannot give a firm answer on funding.

Mr. Knight added the major source of funding is in transportation.

Q: Her environment issue is fairness. Issue is with up to 80 vehicles in the Wapiti River that stay there all day. Will environment provide some enforcement for this issue?

A: Mr. Knight informed that this is a SRD issue. Environment and SRD have had consultations and have regulations within the Public Lands Act. There is a set of regulations that will deal with the issue. Environment is responsible for water and SRD is responsible for the shore.

Ms. Yee stated that Environment works with SRD to provide education on environment awareness.

Mr. Knight added that automobile companies advertise you can go through a river with their vehicle. They encourage people to buy these types of vehicles and try this out. The brochures advertise going through the river with the vehicle. Education is an important part, he informed that he has sent a letter to the manufacturer and is going to send a letter to another company. We wrote the manufacturer to pull the advertisement. The vehicles in the river are having a negative effect on the environment.

Q: An article stated that Peace River is considering selling water to the industry. The town of Peace River is selling it.

A: Stories about selling water might be referring to the closed basins that are not issuing more licenses. They are referring to the only way that they can get water is by transferring a portion of their license and there are all kinds of rules surrounding that process. The only place this is happening is in the south Saskatchewan basin in southern Alberta. We have heard a lot of talk from industry about moving water around, they are anticipating this in the regional planning. Water is not being sold anywhere.

Ms. Vandemark provided information that the Community Planners Association will have their conference April 4<sup>th</sup> – 6<sup>th</sup> in Red Deer, and the main focus is on WATER.

Q: Where does the Water Shed Committee fit into the Water for Life?

A: Partnership was created to bring all the groups together to identify water for life. They would report on the state of the water shed. Organizations would set plans, make recommendations to the government for all roles. Third they would promote these strategies. The recommendations will affect the water quality. We sit with the stakeholders and set a course for maintaining the water shed.

Q: Can you tell us, what are the actual criteria for oilfield use of potable water?

A: In areas where there is conventional oil a lot of the water use is for water field injection we have policies to use recycled water and saline water. In the case of the oil sands they need hot water and steam. There are a number of different uses. Your question is the concern for the drain on potable water and the risk. Part of it is looking at using something else or saline water. We have positive reduction use as a result. Within a region, we have to look at how many and the draw on water, as opposed to looking at it cumulatively. This rolls through the regional planning threshold. They apply for a water license; we check case by case, it depends on the water shed.

Q: The oil companies require a license to use ground water. Oil companies are not applying for licenses because they are getting the water from the town at the water points in the town.

A: We are checking into this to see if we should be reviewing that policy overall.

Director Burton thanked Ms. Bev Yee for attending and providing the environment update.

Director Burton announced Mr. Brad Pickering and Mr. Glenn De Goeij to address some policing concerns and provide information regarding RCMP manpower in the municipalities.

**DEPUTY SOLICITOR GENERAL & PUBLIC SECURITY MINISTRY:**

Mr. Pickering informed that he would be providing information regarding the law enforcement framework. He announced that he is pleased to be here on behalf of the Honorable Minister Frank Oberle. The framework launched last fall, the purpose is to set strategic tasks with the document and the intent will be renewed and refreshed over time. The current jurisdictional boundaries are outdated a bit and the population growth has brought about challenges. There have been advances with technology and communications. The criminal element is becoming more complicated. There are nine strategic directions, first a capable, flexible and responsive operational foundation for policing. Communities need to meet the needs, and require the access to special policing when required. Second strategy is to utilize the full continuum of law in the delivery. Right resources trained to the right level. Third deals with law enforcement, having responsible and responsive teams. Crime does not respect boundaries. Fourth being intelligence led, strategic with crime suppression and prevention. Work with intelligence of Canada and Alberta to keep connected. Fifth looks at combining all police databases together for good integration and the ability to tie into correctional services. Radio communication set up so that all enforcement can communicate with each other. Sixth provides the guidance and performance standard for continuity across the province. A police officer training centre is in development at Ft. MacLeod, Alberta. Seventh that all Alberta municipalities have transparent municipal policing. Trust and confidence will be built by community input. RCMP K division sets the priorities. Local police are to prepare reports too. Eighth police public complaints department will be responsive and timely. Lastly that there is equitable, transparent and sustainable, policing costs. Nothing is being enacted until further discussions with AAMDC. Communities need to be flexible to address the community needs.

Q: The premier stated that we have managed the downturn well. Policing will be an issue and you said that there would be no new money for policing. Will there be new money identified in the budget for issues with policing?

A: Can't disclose budget. The provincial departments have gone through restraint, and our dept has been fortunate not to take as many cuts as other departments. We managed to keep the contract with the K Division and are working with the K Division to get an increase in enforcements.

Q: The auditor has stated due to the changes we are having more American style policing that is more brutal. How has the training changed?

A: Mr. Goeij responded that this ties into the law enforcement framework. The framework addresses police accountability which is included in the RCMP advanced and basic training. Everyone receives the initial training in Regina, Saskatchewan. Something coming to light in Canada, is things that may have been tolerable years ago are not acceptable by the police any longer. You are hearing more about incidents in the police force because of transparency. Like everywhere, we have bad apples too.

Mr. Pickering stated that under the police act serious and sensitive issues are reported to the Ministry. Taser incidents have been resolved within a day, and they are investigated with due diligence. We have them investigated immediately by an independent party and that is shared with the public to provide transparency.

Director Burton thanked them for attending and providing information to the members. He announced a break for lunch at 11:56 a.m.

Director Burton reconvened the meeting at 12:50 p.m. He thanked the Agriculture Society for the lunch and Genivar for the refreshments.

Door Prizes were drawn and awarded.

Mr. Burton announced Mr. Rick Grebenstein, Manager of Transportation for the department of education.

**EDUCATION MINISTRY:**

Mr. Grebenstein provided background history of the occupations he held prior to joining the administration. Mr. Burton requested a representative to talk about rural transportation funding. He informed that he met with Northern Gateway regarding the rural transportation funding and the department is aware of their concerns. There are five urban boards, 33 jurisdictions with both rural and urban 22 with pure rural. Provincially the average ride time is 35 minutes. Since the 2005 budget, population has risen but the budget levels have stayed the same in the last few years. Funding models throughout the province for both rural and urban is based on per student model. The act remains clear, to provide transportation for students over 2.4 km from school. There is a base line provided for each student. The model for rural per student waiting and distant travel is the way they want the funding to work. He explained the funding rate for transportation, takes into consideration a wide jurisdiction with not as many factors, a density rate is used.

The funding rate was displayed on the projection screen. The grid for transportation was explained to everyone. The funding takes into account 3 students per seat but older children are calculated at 2 per seat. The department feels that it provides equitable funding across the province. The flat rate applies to some jurisdictions. Sometimes they make adjustment for school boards that are struggling. Student

population decline also affects the grid. The funding sustains itself even through the decline in enrollment. Students more than 2.4 kms have to be transported to the school but the school board determines the ride time for the children. Ministry does not want to get involved with bus routes etc.

Q: I can appreciate the density and distance factor. We have bus routes that do a lot of double back, where over 50% of the stops are turnarounds, doubling the mileage. Have you looked at that at all?

A: Mr. Grebenstein informed that he did hear that from Northern Gateway, we do not have anything built into our grid for that. We think that the grid works the best for all situations.

Q: You have two neighboring jurisdictions that are telling you that the funding does not work.

A: Mr. Grebenstein stated that the jurisdictions do have the flexibility to work with them. They can review the services.

Q: Do you use the provincial average of 30 minutes in the equation? The guy that is riding for 5 minutes should not be included in the funding grid calculation?

A: Mr. Grebenstein stated that at the end of the day it is up to the Board to minimize the ride time. Funding is based on the population and the number of children to transport.

Director Burton informed everyone that we will forward them a hard copy of the funding grid.

Q: When will you be working on the formula again? You are hearing the issues.

A: Transportation issues are being reviewed we are not hearing a lot of feedback about the formula not working, only from a few.

Director Burton thanked Mr. Grebenstein for taking the time to join us and address our concerns.

Director Burton welcomed and announced Mr. Wayne Franklin, Regional Director for Alberta Transportation, Mr. Tom Williams, Operations Manager for the Grande Prairie district and Donald Sauders, Bridge Manager for the Peace Region.

#### ALBERTA TRANSPORTATION UPDATE:

Mr. Franklin thanked Mr. Burton for the introduction.

#### Highway 43:

Construction has begun on highway 43, it has been tendered and the clearing has started. Alberta Transportation has received the land transfers required for the twinning inside the Sturgeon Lake Cree Nation reservation. As the service roads are nearing completion, the grading, base, and paving of the twinned highway will be tendered.

#### Highways 43X:

From the interchange to 116 Street was opened to traffic on July 30<sup>th</sup>, the remainder of highway 43X to west of the Grande Prairie airport is being designed but is not on the current 3-year construction program. Options to deliver this project in two phases to better fit it into the construction program are being looked at.

#### Highway 43 from Highway 723 to Highway 724:

This new section of highway twinning is open to traffic between Wembley and Beaverlodge. The contractor still has to return in the spring to finish cleaning up the project.

#### Highway 58 (West of High Level):

With last year's contracts ongoing, and a 31 kilometer long section, 2011 contract just awarded, the department has the remainder of highway 58 widening under construction. Completion of all the work is anticipated by fall 2012.

#### Highway 58 and 35 Realignment:

The department is currently designing the realignment of highway 58 and highway 35, with plans to tender the project this spring.

#### Highway 88:

44 kilometers of base paving was completed last year on the North portion of highway 88. On the south end of highway 88 two projects totaling 43 kilometers has been tendered and awarded for construction in 2011.

#### Highway 2A:

The reconstruction of highway 2A from Roma Junction to Grimshaw has been tendered and awarded with work to start as soon as weather will allow.

#### Highway 727:

The realignment and regarding of highway 727 was completed in 2010. The base/paving of 727 will be moving forward in 2011.



Highway 40 Grade Widening:

In 2010 13 kilometers of grade widening and overlay was conducted on highway 40 south of Grande Cache. In 2011, another 11 km project is planned for construction widening and overlay.

Beaverlodge Twinning:

Department is reviewing the completed functional plan, and is moving forward with property acquisition and detailed design for the twinning of highway 43 around the town of Beaverlodge. Project is also awaiting inclusion in the provincial capital plan.

Pavement Overlays:

Department is continuing to preserve its infrastructure by conduction pavement overlays; 2011 overlay work includes: 947 second stage paving, paving around GP on 43:2 and 43:3, and 49:6 E of Rycroft – E of Highway 733.

Slide Repairs:

Department will be tendering a few projects to address slides, that have developed and are impacting the highways. These include highway 2 south of Dunvegan, highway 682 east of Fairview and highway 35 north of Manning.

**Bridge Update – Major Construction Projects**Design of Peace River Bridge on Highway 2  
(BF 75946W) through the Town of Peace River

The preferred engineering consultant has been identified through the consultant selection process and currently involved in final negotiations before signing an agreement. The fieldwork surveys, geotechnical investigations etc. will begin in the spring of 2011. Funding has been approved to design the new bridge and other associated infrastructure. No funding has been approved for construction at this time.

Construction of Whitemud River Bridge  
On highway 743 (BF 76026) near Deadwood

The contract to replace the existing through truss bridge with a new 61m long steel girder /concrete deck bridge was awarded to Concrete USL Ltd. for \$4.77 million. Abutments and pier piles (substructure) have been completed and girders are erected, the project is about 60% complete. Presently the project is shut down for the winter and traffic using the detour bridge. Construction of superstructure and roadway realignment will begin this spring. Construction began in July 2010 and is anticipated to be completed by September 30, 2011.

**Planning Studies**Highways 43 and 49, Valleyview Realignment

Consultant has been hired and a study will be completed in cooperation with the town of Valleyview and the Municipal District of Greenview. First open house was held December 2010 and the final open house will be held in the spring of 2011.

Highway 43 Beaverlodge to the Smoky River

The study is to look at the freeway requirements for interchange locations and service road connections. Initial open houses were held January 26 and 27, 2011 with the final open house scheduled for late spring of 2011.

Q: You stated that the base paving was completed last year on the North portion of 88, what about the South?

A: 43 kms on the south.

Q: What is going to be done about the bumps on the road west of DeBolt to Grande Prairie on highway 43?

A: Mr. Franklin stated that repairs were completed but he will check into it.

Q: Has the properties been negotiated for the construction on highway 2?

A: We are negotiating those properties.

Q: Watino entrance, a concern with the vision ability.

A: Watino entrance was moved closer. Maybe some signage could be provided. The department will check into this.

Q: Are you taking into consideration the review of the current road maintenance contracts.

A: When contracts are tendered it does state all the priorities required for that highway. Snow removal is based on priority and traffic flow. They are not dictated to do a particular area at a certain time unless we know it is a known danger. Wanham/Eaglesham there is a shared agreement the way the contract is set up it is only to the curve. Responsibilities are identified and we work together with the MD's and Counties.

Q: Thank you for the road east of GP, some repair worked and some didn't.

A: Mr. Franklin informed that they will keep an eye on them and repair them.

Q: There are some barricades on the 4 mile corner over pass, why?

A: Mr. Saunders replied that the girder was hit and they were scheduled for repair. We think we know who damaged it and they will be responsible for paying for the repair. Repair will be completed in the spring.

Q: Is there a timeline for the houses to be moved on the Sturgeon Lake reserve?

A: The houses have to be moved by August of next year. Some houses have been bought by Alberta Transportation.

Q: Is there a cost savings with the contractors? They will snow plow, but they stop at 4:00 a.m. has there been an evaluation of the contracts?

A: Mr. Williams explained they are constantly being reviewed. We know we saved money in the first years but now we do not have a base level to compare it to because they are all contractors. The contracts are coming in at approx the same price as 5 – 6 years ago.

Q: Can you speak in regards to the service level of the contractors?

A: We have worked on the issues; the contractors consistently meet the required service levels.

Comment: I have not had my approach cleaned all winter and they are covering my approach.

A: Mr. Williams will talk to the contractor companies. They are instructed to clear back to the property line.

Comment: They are not cleaning the approaches; the M.D. graders are clearing some of the paths that they are required to clear.

Mr. Burton thanked the Alberta Transportation delegate for attending the meeting to provide an update and answer concerns.

Mr. Burton called on Mr. Ben Boettcher, Kelly Hudson and Allan Rowe to come forward to provide their presentation.

#### **PEACE WATERSHED MANAGEMENT TASK FORCE:**

Mr. Boettcher informed that the Watershed Management Task Force knew they needed a short term and a long term strategy. He was asked to get two people to assist him with this; he selected Mr. Rowe and Mr. Hudson. He informed that they have a draft and will share this with everyone at the upcoming convention. The municipalities came back with some very useful information, and Mr. Goudreau has provided his support.

Mr. Rowe explained the five initiatives are firstly, throughout the peace region there are tank fill stations. One of the other items was connecting the users with the water coops. Develops a strategy for new water lines, but not for potable water. Assess the feasibility to connecting to rural water line. Ground water survey should be reviewed.

Mr. Hudson explained that he was part of the original meeting of those suffering under the drought disaster. On December 15th a program was offered that provided assistance for people in the Peace region for hauling water. As of Monday only 6 people applied for this assistance. Bulk water mail outs were sent about the water program.

Q: How come it took so long for the money?

A: Dec 15<sup>th</sup> a press release was provided and the funding was available that week. It will provide for a 1/3 of the cost. Kelly emailed it to all the agriculture fieldmen and they are talking about that today at their meeting. There was confusion because people did not understand that it is available for residence water hauling they thought it was only for livestock water hauling.

Director Burton thanked them for their presentation.

#### **A.A.M.D.C. UPDATE:**

Director Burton announced the AAMDC representatives present at the meeting.

#### **TOM BURTON, DIRECTOR, DISTRICT 4**

Being that this is the first district meeting for our newly elected councillors, it is important to note that AAMDC representatives attend each district meeting. The AAMDC role is to make you aware of the initiatives that are being worked on, to bring relevant updates and remind you where action is required by the municipalities.

**MUNICIPAL SUSTAINABILITY STRATEGY (MSS)**

Alberta Municipal Affairs released its proposed Municipal Sustainability Strategy in November. Municipalities have until **February 28<sup>th</sup>, 2011** to submit feedback on this issue; you are encouraged to take this opportunity. To assist you in undertaking a review of the proposed strategy, the December 8 member bulletin contained a summary of the proposed strategy. The summary offers an overview of the measures and indicators of sustainability, along with a summary of the proposed changes to the restructuring process. This could have a significant impact on your municipality, as the old dissolution process is changing significantly.

The summary also indicates where the proposed municipal sustainability strategy is in alignment with the AAMDC's previous position on municipal viability. The vast majority of our recommendations were incorporated into the proposed strategy, and we believe the changes will be positive. However, your municipality's input is needed. Please review the bulletin, the summary and the proposed Municipal Sustainability Strategy. When you submit your feedback to Municipal Affairs, please remember to copy [kate@aamdc.com](mailto:kate@aamdc.com).

**COST-SHARING**

Advocacy efforts have continued in a big way with the early December release of *Cost Sharing Works: an Examination of Cooperative Municipal Financing*. If you haven't already had a chance to review the position paper, you are encouraged to do so. In meeting the challenges of financing local government, the paper looks at what local governments in Alberta are empowered to do under legislation. It also compares this with what other local governments throughout North America have successfully attempted.

Mr. Burton informed that the AAMDC conclusion is that cost sharing has served municipalities well in the past, and continues to offer the best solution for sharing the financing burden. Residents that benefit from regional cooperation are best served by cost sharing based on payment for benefit received. Cost sharing works because it is within the municipal government's mandate, and creates cost equity, effectiveness and efficiency, as well as accountability to the taxpayer.

For more details, read the excellent executive summary in the paper or the FAQ included in our December 1<sup>st</sup> member bulletin.

**LAW ENFORCEMENT FRAMEWORK**

On December 14<sup>th</sup>, the government released the Law Enforcement Framework. This document modernizes the current model of law enforcement that dates back to the 1930's. Eight of the nine strategic directions within the document relate to service delivery and governance. The AAMDC is supportive of these strategies.

The ninth strategic direction states that a new model for distributing costs of local policing should be developed. This is something the Solicitor General has been working on with the AAMDC for over a year, and one that the association has expressed great concern over.

Changes to the funding model of policing would have rural municipalities pay for policing, which you, our members, have stated clearly that you do not want.

He stated that they do not expect this issue to come to a head until after the next provincial election, but do expect it to come back.

**FIRST NATIONS CONSULTATION**

Another initiative the AAMDC pursued in December was to provide feedback to Alberta Aboriginal Relations as it undertook a review of its First Nations consultation policy. The AAMDC articulated the following:

- The duty to consult should remain the sole responsibility of the Province. However, some aspects of consultation could be delegated to municipalities, provided costs and legal risk are not downloaded.
- The government needs to do a better job of coordinating a clear and consistent process across all departments.
- The policy and resulting guidelines need to consider the role municipalities play in developing land use bylaws, MDPs and ASPs. They also need to recognize municipalities are the road authority in control of crown land as it relates to right-of-ways, etc. Municipalities provide development permits for dispositions on crown land and at times act as a developer themselves.
- Any policy should not contemplate private land.

The AAMDC anticipates the new policy in 2011 and a review of the resulting guidelines shortly thereafter. The AAMDC expressed an interest in that process as well, in order to deal with other issues such as notification, reconciliation, accommodation, timelines, fees, etc.

The AAMDC acknowledges the issues around First Nations consultation are increasing. The AAMDC is working with Aboriginal Relations to profile the resources available to the members in this regard. Watch

*Contact* for more information. In the meantime, contact Ashley Bodnar at Aboriginal Relations. He's their Consultation Manager and can be reached at 780.644.1036 or [ashley.bodnar@gov.ab.ca](mailto:ashley.bodnar@gov.ab.ca).

### **EOEP PROMOTION**

Those who attended our New Councillor Orientation Session last fall would have heard Richard Harpe talk about the EOEP leading to EP: effective participation. The Elected Officials Education Program is a professional development and networking opportunity that we encourage you to look into and pursue. Whether a returning elected veteran or an up-and-comer, these sessions provide valuable information and insight that foster effective participation in local government. Previous attendees rave about learning rural and urban perspectives from networking with fellow elected officials.

Upcoming sessions include Human Resource Planning (for the elected official), and Team Building. In addition, a session on Negotiation Skills will be held on March 21<sup>st</sup>, coinciding with the Spring Convention Trade Show. Make the most out of your trip to Edmonton and sign up.

Finally, the EOEP is pleased to announce the availability of its first online course. Visit [www.eoep.ca](http://www.eoep.ca) for more information.

Director Burton announced Kim Heyman to provide an update.

### **KIM HEYMAN, DIRECTOR OF ADVOCACY & COMMUNICATIONS**

Ms. Heyman encouraged members to ask questions or discuss concerns.

### **AAMDC BYLAWS**

The significant undertaking for the AAMDC since the last fall convention was the recommendations passed from the Executive Review Committee was to conduct a holistic bylaw review. AAMDC has recently released proposed new bylaws, it is important for everyone to review these new bylaws. Ms. Heyman informed that you will be asked to endorse them at the upcoming spring convention. Overall, the proposed new bylaws are succinct, clear, modern and in alignment with standard practices within municipal associations.

For more details, please refer to the member bulletin distributed on December 20<sup>th</sup>. She informed that you can also come speak to one of the members present at this meeting, alternatively call, and email the office with concerns or questions. It is extremely helpful to know what questions might arise to ensure a clear understanding to all members.

### **CONVENTION**

The Spring 2011 Convention is right around the corner, and will host our largest trade show ever, including preferred trade suppliers and municipal resources. The program is jam-packed with highlights, such as keynote motivational speaker Frank O'Dea, founder of the Second Cup coffee chain), and workshops by the Rural Physician Action Plan and Brian Ward who will present the topic *Lead People, Manage Things*.

The early bird registration deadline is today and hotel blocks are filling up. On the subject of hotels, please note that the AAMDC goes through a lot of effort to secure rooms for members at a discounted rate. Over the past number of conventions, we have experienced a very high rate of cancellations. What this means is that the room blocks appear full (sometimes rooms must be added). Then, as convention nears, cancellations make our bookings fall well below our commitment to the hotels. As a result, the AAMDC has been subject to significant financial penalties. We realize that everyone has preferences, but our members need to be aware of the consequences of overbooking. Of course, this doesn't apply to extenuating circumstances. However, if it continues that a significant portion of the councils cancel one or several room nights each, we will need to mitigate the issue. In the short term, many of our hotel partners have instituted mandatory non-refundable deposits, so please keep this in mind. Book what you'll use, and use what you book. Registration and hotel information are both available on the AAMDC website.

### **ADVOCACY REPORT CARD AND RESOLUTIONS**

Another important part of the convention is our resolution session, which is your chance to guide our advocacy efforts. Likely you will be considering potential resolutions at this district meeting.

For both returning and new councillors, I'd like to outline the "life of a resolution." The AAMDC prides itself on being member-directed and transparent. How do we do this?

First, your direction is taken as indicated through resolutions. It is very important that you become familiar with the resolutions that will be voted on at the upcoming convention. The deadline to submit resolutions is February 18th. Shortly after the deadline, the resolutions package will be made available, so watch for it in an upcoming *Contact*. Please read it and familiarize yourself with the issues so that you can make an informed vote. Realistic issues that have a province-wide impact but a municipal focus are those which will have the most advocacy success.

Once resolutions pass, the AAMDC submits them to the government or other applicable organizations for a response. When we receive a response, it will be included in our semi-annual *Advocacy Report Card*. It outlines the responses received, the AAMDC's reaction to it and provides an update on every active resolution.

We continue to advocate resolutions through minister meetings and follow-up correspondence. Each time AAMDC meet with a minister, every active resolution is forwarded. The Board then carefully selects which resolutions to address in the meeting, taking into consideration the time allotted and issues being discussed. Minister meeting summaries are posted on the website and distributed in *Contact*.

As you can see, *Contact* is a very important resource. Please don't only rely on your busy CAO to forward it. Sign up for it online, where you can choose to have it delivered to your email or your PDA. Read it, and get a sense of what the AAMDC is doing on your behalf.

At our last round of district meetings, you may recall we conducted a survey about our communications. We are presently working through the comments and hope to have something for you in the near future—including a new website.

Ms. Heyman called on Vice President Carolyn Kolebaba to provide an update.

**CAROLYN KOLEBABA**  
VICE-PRESIDENT

#### **GAP ANALYSIS UPDATE**

It has been two years since the first Rural Connectivity Gap Analysis was completed. This analysis produced maps for all of Alberta showing where there was access to high-speed internet. As the information is now outdated, we are working on completing an update of the map.

We have finalized a grant from Service Alberta and Agriculture and Rural Development to update the maps and the RFP was released earlier this week. This project will be conducted over the coming months, so we encourage you to look for the updated maps for your area by summertime.

If you wish to view the 2009 study, you can access the maps on our website, [www.aamdc.com](http://www.aamdc.com).

#### **MUNICIPAL CAREERS AWARENESS TOOLKIT**

Just prior to the fall convention, the AAMDC released the Municipal Careers Awareness Toolkit. It is intended to assist with municipal recruitment and retention strategies. The toolkit is the culmination of a multi-organizational partnership between us, ARMAA, AUMA, LGAA and SLGM.

This Municipal Careers Awareness Toolkit was developed to help you produce a simple campaign to raise awareness about the benefits of employment with your municipality. It provides several different tactics that will bring positive attention to municipal employees and raise the public's interest in municipal career opportunities.

All evidence points to another looming employment crunch, so we encourage you to review the toolkit and see what you can implement before it happens.

#### **DEVELOPMENT NEAR ABANDONED WELLS**

Alberta Municipal Affairs has recently announced proposed amendments to the Subdivision and Development Regulation regarding development near abandoned well sites. As some may recall, this issue has received significant media attention over the past year, due to the unfortunate situation in Calmar. Several houses in that community were built in close proximity to an abandoned well, and some are now being torn down.

The problem is that abandoned wells do not appear on property titles, are not visible from the surface, and are not registered with Alberta One-Call. The ERCB is currently working with Alberta One-Call to include abandoned well information in its database. The proposed changes to the Subdivision and Development Regulation will also address this issue. Specifically, developers will now be required to identify abandoned wells for all future development, and municipalities will be responsible for ensuring this happens. Ms. Kolebaba encourages you to view the December 15<sup>th</sup> member bulletin on this topic, and provide your municipality's feedback into the proposed amendments.

#### **MODEL PROCESS PILOT PROJECT**

As many of you are aware, the AAMDC has been piloting the Model Process for the past two years. The Model Process was developed by the AAMDC in 2004, and guides municipal decision-making regarding subdivisions and developments that will use onsite private septage systems. Essentially, it is a how-to guide on evaluating applications as it relates to private septage. AAMDC has piloted this guide in three municipalities, including the County of Vermilion River, Rockyview and Lac St Anne.

Right now, we're working on revising the Model Process document itself. Once this is ready, we'll release it publicly and host training sessions in various locations across the province. Please stay tuned for more information, as this guide is a valuable tool at your disposal. We anticipate more information being released very shortly.

#### **PIT RECLAMATION AND ENVIRONMENTAL ASSESSMENTS ON GRAVEL PITS**

For several months, President Barss represented the AAMDC on the Pit Environmental Assessment and Reclamation Security Committee. This committee also includes representatives from Alberta Environment and the Alberta Sand and Gravel Association. The committee was called by Alberta Environment to investigate and address concerns regarding the duplication of reclamation security and environmental assessments on pits. In some jurisdictions, there are overlapping requirements from the province and the municipality.

Information has been gathered from the members on the topic and several meetings have been held to discuss solutions. The main recommendations that the committee has come up with includes:

- Formally reviewing the Code of Practice for Pits to ensure it meets the needs of the province, municipalities, and industry;
- Requiring security deposits to be held by Alberta Environment for all pits from day one of operation, regardless of size;
- Related to that -- requiring a notification process for Class II pits; and
- Coordinating the application process between Alberta Environment and municipalities.

These recommendations will be reviewed by the AAMDC and ASGA boards in coming months. If agreed to by these boards, they will be forwarded to the minister for his consideration. AAMDC is hoping that a stakeholder working group will be struck to address the details of these recommendations, and that this group will include representatives from municipalities with intense gravel operations.

Q: Will there be any EOP courses available in the north?

A: Explanation was provided that they are trying to translate them into an ELearning format. Some of the rural courses had a low turnout.

Q: Some of the courses provided for the councilors would be beneficial for the administrators too.

A: This message will be passed on.

Q: Can information be provided regarding abandonment?

A: We will continue to push forth for that information to be provided.

Q: When you are dealing with PIT recommendation. They are making comments 3--5 years to get signed off.

A: We are trying to get the crow bar on them to express the need. We will continue to push forth.

Q: Reclamation on the PITS. Sounds like we are going to be responsible in the end, will we have to issue permits?

A: There is a provincial standard and municipalities have permits too. AAMDC is trying to get someone to say that we are the authority. Bob has meetings lined up for next month. We will let Bob know the concerns.

Director Burton announced a five minute break at 2:26 p.m.

Director Burton reconvened the meeting at 2:37 p.m. Director Burton announced that Member Bill Kostiuik is retiring from Mackenzie County as the CAO, replacing him will be the former ID 16 Manager, Mr. Roy Brideau.

#### **NORTHERN ZONE BUSINESS:**

##### **Minutes:**

**Moved by Cindy Clarke, Saddle Hills seconded by Leanne Beaupre, County of GP:**

**MOTION:** That the minutes of the District 4 Zone Meeting held August 11<sup>th</sup>, 2011 be adopted as presented.

MOTION CARRIED

Director Burton called upon FCM Board representative, Ms. Carolyn Kolebaba to provide an update on her involvements since the last meeting.

##### **FCM Update:**

Ms. Kolebaba provided everyone with a copy of the Memorandum to the FCM Nation Board of Directors: Summary of the Meeting of the National Board of directors and Standing Committee Meetings.

Ms. Kolebaba provided a history of the FCM to everyone since there were new councilors in attendance at this meeting. The FCM has been a national voice of government since 1971. After the convention I was concerned about being a representative of the FCM and the Vice President of the AAMDC board. AAMDC stated that they didn't have a problem with it. She questioned members to find out if they had any issues with it, no one responded with any concerns. She informed that she would go over the

resolution for the Fisheries Act that prohibits substance in the water. In 2002, mining companies were allowed to get around the act. Tailing impounded areas have been restored at a high cost. Environment Canada is reclassifying areas with tailing impounded areas. Copper mines in William Lake will have reverse environmental effects. For mining companies to use lakes and rivers for dumping is totally unacceptable. She informed everyone if they had any questions in this regard to contact her.

Director Burton thanked Ms. Kolebaba for providing an update.

Election was held for an FCM zone representative.

**Moved by Ray Skrepnek, MD of Fairview seconded by Elaine Garrow, MD of Spirit River:**

**MOTION:** Nomination of Carolyn Kolebaba, Northern Sunrise County to be the FCM zone 4 representative.

MOTION CARRIED

**Moved by Pat Jacobs, County of Grande Prairie seconded by Bill Neufeld, Mackenzie County:**

**MOTION:** Nominations cease.

MOTION CARRIED

Carolyn Kolebaba, Northern Sunrise County will be the FCM Zone 4 Representative by acclamation.

**STANDING ISSUES COMMITTEE:**

Director Burton announced nominations for the Standing Issues Committee. He requested that the members bring forth their completed nomination forms.

Nominations were made on the floor at the meeting.

Carolyn Kolebaba, Northern Sunrise County nominates Darlene Cardinal, Northern Sunrise County for Social Issues and Concerns and CAO Bob Miles, Northern Sunrise County for Intergovernmental Relations, Finance and Justice.

Robert Brochu, MD of Smoky River nominates Don Dumont, MD of Smoky River for Infrastructure, Transportation and Municipal Affairs.

Sharon Nelson, County of Grande Prairie nominates Brock Smith, County of Grande Prairie for Intergovernmental Relations, Finance and Justice and Maryann Eckstrom, County of Grande Prairie for Social Issues and Concerns and Ross Sutherland, County of Grande Prairie for Resources, Agriculture and the Environment and Leanne Beaupre, County of Grande Prairie for Infrastructure, Transportation and Municipal Affairs.

Stan Bzowy, MD of Spirit River nominates Elaine Garrow, MD of Spirit River for Intergovernmental Relations, Finance and Justice.

Elaine Garrow, MD of Spirit River nominates Ray Skrepnek, MD of Fairview for Infrastructure, Transportation and Municipal Affairs.

Sandra Friesen, MD of Peace nominates Veronica Bliska, MD of Peace for Social Issues & Concerns.

Ken Matthews, MD of Big Lakes nominates Ray Dupres, MD of Big Lakes for Intergovernmental Relations, Finance and Justice and Fern Welch, MD of Big Lakes for Social Issues and Concerns and Guy L'Heureux, MD of Big Lakes for Resources, Agriculture and the Environment.

Director Burton indicated that the nominations would be separated into committees and voted on. Director Burton and Ms. Kolebaba completed this task.

We have 13 nominations stated Director Burton 4 for Social Issues and Concerns, 3 for Infrastructure, Transportation and Municipal Affairs, 2 for Resources, Agriculture and the Environment, 4 for Intergovernmental Relations, Finance and Justice.

Discussion followed with sorting out who goes on what committee, in regards to too many.

Resources, Agriculture and the Environment committee is short a member, Bob Miles, Northern Sunrise CAO agreed to move to that committee.

There is one person too many on the Social Issues and Concerns Committee. Director Burton informed that a vote would be required. By show of hands it was decided to write down the nominations for the Social Issues and Concerns Committee.

Director Burton informed members of the names that were listed for the Social Issues and Concerns Committee for voting purposes.

**Social Issues and Concerns Committee**

Veronica Bliska, MD of Peace  
 Maryanne Eckstrom, County of Grande Prairie  
 Fern Welsch, MD of Big Lakes  
 Darlene Cardinal, Northern Sunrise County

Director Burton announced that while the votes are being counted we would move forward to the next items. He called on Ray Skrepnek MD of Fairview to discuss Peace Water Shed Alliance

**MEMBERS BUSINESS****MD of Fairview:**

Member Ray Skrepnek – Peace Water Shed Alliance

Mr. Skrepnek informed that a name, bylaw and principals for a three year plan and application for the project budget are completed. At the original general meeting once the Board is approved they will work toward goals. He stated that people needed to be nominated on the alliance and a letter will be required stating the selection.

Q: Who are the people on the board?

A: There are 16 directors from different groups

Tom asked for nominations for a member to be on the Peace Water Shed Alliance committee.

**Moved by Sandra Friesen, MD of Peace seconded by Robert Willing, MD of Peace:**

MOTION: Nomination of Rick Keillor, MD of Peace

MOTION CARRIED

**Moved by Pat Jacobs, County of Grande Prairie seconded by Leanne Beaupre, County of Grande Prairie:**

MOTION: Nomination of Sharon Nelson, County of Grande Prairie

MOTION CARRIED

**Moved by Carolyn Kolebaba, Northern Sunrise County seconded by Marie Dyck, Northern Sunrise County:**

MOTION: Nomination of Evens Lavoie, Northern Sunrise County

MOTION CARRIED

Director Burton asked if there were anymore nominations.

**Moved by Terri Wyness, MD of Fairview seconded by Janice Simpkins, MD of Greenview:**

MOTION: Nominations cease.

MOTION CARRIED

Director Burton requested for everyone to submit their vote for this position. The votes would be tallied.

**STANDING ISSUES COMMITTEE cont'd:**

Director Burton informed that the final count was completed for the Social Issues and Concerns.

Appointed are the following: Fern Welch, MD of Big Lakes, Veronica Bliska, MD of Peace and Darlene Cardinal, Northern Sunrise County.

**Moved by Dan Fletcher, Clear Hills County seconded by Gerald Manzulenko, Birch Hills County**

MOTION: Destroy the ballots.

MOTION CARRIED

Director Burton informed that a motion would be required to nominate the listing of people to the Standing Issue Committees. He read the following listing to the members.

**Resources, Agriculture and the Environment:**

Ross Sutherland, County of Grande Prairie  
 Guy L'Heureux, MD of Big Lakes  
 Bob Miles, Northern Sunrise County

**Intergovernmental Relations, Finance and Justice:**

Brock Smith, County of Grande Prairie  
 Elaine Garrow, MD of Spirit River  
 Ray Dupres, MD of Big Lakes

**Social Issues and Concerns:**

Veronica Bliska, MD of Peace  
 Fern Welch, MD of Big Lakes  
 Darlene Cardinal, Northern Sunrise County



**Infrastructure, Transportation and Municipal Affairs:**

Leanne Beaupre, County of Grande Prairie  
Don Dumont, MD of Smoky River  
Ray Skrepnek, MD of Fairview

**Moved by Lois Dueck, County of Grande Prairie seconded by Marie Dyck, Northern Sunrise County:**

MOTION: That the above listed names be submitted to AAMDC for consideration.

MOTION CARRIED

**MEMBERS BUSINESS cont'd...**

**MD of Spirit River**

Elaine Garrow Chair of PREDA

Elaine explained that PREDA did not receive a response from Mr. Morton regarding the REDA funding. She approached the Premier about the funding. The REDA chairs met with Minister of Finance, Mr. Lloyd Snelgrove on Feb 4<sup>th</sup> and he stated that the funding is not negotiable. They were told the office space provided would no longer be in place and that limited assistance would be provided. We get money but no longer will have the staff. The staff will have to be paid by the REDA's. They have made partnership with other development programs. Partners with municipal government have to be on the forefront. Member Garrow informed that they are unable to wait, they can live with \$75,000, but to lose the writers will put them in jeopardy.

Director Burton informed that Member Rick Keillor has received the most votes for the nomination to the Peace Water Shed Alliance

**Moved by Don Dumont, MD of Smoky River seconded by Ray Skrepnek, MD of Fairview:**

MOTION: That Rick Keillor MD of Peace is appointed to the Peace Water Shed Alliance.

MOTION CARRIED

**Moved by Lesley Vandemark, MD of Greenview seconded by Miron Croy, Clear Hills County:**

MOTION: Destroy the ballots.

MOTION CARRIED

Director Burton called on Member Janis Simpkins, MD of Greenview and Member Lesley Vandemark, MD of Greenview to read the resolutions.

**RESOLUTIONS SESSION:**

**RESOLUTIONS (ATTACHED):**

**Moved by Guy L'Heureux, MD of Big Lakes seconded by Charles Johnson, Clear Hills County:**

MOTION: That the "*Liability of Sustainable Resource Development Lease Lands*" resolution submitted by the Municipal District of Big Lakes be adopted as presented.

No discussion.

MOTION CARRIED

**Moved by Guy L'Heureux, MD of Big Lakes seconded by Ken Matthews, MD of Big Lakes:**

MOTION: That the "*Sale of Sustainable Resource Development Lease Lands*" resolution submitted by the Municipal District of Big Lakes be adopted as presented.

Member L'Heureux provided additional information regarding the submitted resolution, "*Sale of Sustainable Resource Development Lease Lands*"

Comment: Lease lands can only be for sale at the leaseholder's request.

A: Member L'Heureux stated and by the Crown.

Q: A question was asked about receiving compensation for the sale of lease land.

A: Member L'Heureux informed that he can sell it and get compensation but when the crown sells it the leaseholder does not get compensation.

Q: If you are the lease holder could you not hold a caveat?

A: No

Q: Are you sure that the crown can sell your land without the lease expiring?

A: Yes

MOTION CARRIED

**Moved by Tony Yelenik, MD of Greenview seconded by Ed Tollefson, MD of Greenview:**  
MOTION: That the "School Bus Transportation Funding Formula Resolution" submitted by the Municipal District of Greenview be adopted as presented.

No discussion.

MOTION CARRIED

**Moved by Stan Bzowy, MD of Spirit River seconded by Donald Dumont, MD of Smoky River:**  
MOTION: That the "Restructured Support From Alberta Finance & Enterprise For Regional Economic Development Alliances Puts Regional Economic Development At Risk Across The Province" resolution submitted by the Municipal District of Spirit River be adopted as presented.

No discussion.

MOTION CARRIED

**TREASURER'S REPORT**

**ZONE FINANCES:**

**Moved by Terri Wyness, MD of Fairview seconded by Miron Croy, Clear Hills County:**  
MOTION: That the Financial Statement for the period January 1, 2010 to December 31, 2010 (as attached) be adopted as presented.

MOTION CARRIED

Director Burton informed that Ms. Carolyn Kolebaba submitted FCM expenses in the amount of \$6,935.74.

He inquired do you want to charge a membership fee for this year.

**Moved by Leanne Beaupre, County of Grande Prairie seconded by Lois Dueck, County of Grande Prairie:**  
MOTION: That the annual fees for Federation of Canadian Municipalities expenses of \$666.67 per municipality and the zone membership fees of \$125.00 per member municipality be waived for 2011.

MOTION CARRIED

Due to Member Rennie Cauchie retiring we need to appoint a signing authority along with Member Jim Squire, CAO MD of Greenview.

**Moved by Donald Dumont, MD of Smoky River seconded by Doug Dallyn, Northern Sunrise County:**  
MOTION: That Rennie Cauchie be removed from the Financial signing authority for the AAMDC Northern District 4 bank account and appoint Tom Burton signing authority.

MOTION CARRIED

**NEXT MEETING:** Director Burton inquired who would like to host the next AAMDC District 4 Northern Zone meeting to be held Friday, August 12, 2011. The MD of Fairview volunteer to host the meeting, tentative location selected at the Dunvegan Motor Inn. Clearhills County volunteered to host the Northern Zone meeting on February 10, 2012.

**Moved by Doug Dallyn, Northern Sunrise County seconded by Evens Lavoie, Northern Sunrise County:**  
MOTION: To adjourn the meeting at 3:40 p.m.

MOTION CARRIED

\_\_\_\_\_  
TERESA MARIN  
Recording Secretary

\_\_\_\_\_  
TOM BURTON  
Director

AAMDC

2011 Resolution No. \_\_\_\_\_

Municipal District of Big Lakes

**LIABILITY ON SUSTAINABLE RESOURCE DEVELOPMENT LEASE LANDS**

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**WHEREAS** the Province (Alberta Sustainable Resource Development) requires that Agricultural Leaseholders provide access to recreational users on leased lands. This includes Grazing and Farm Development Leaseholders, who are required to provide "reasonable" access to the land for recreation; and

**WHEREAS** the province requires that leaseholders provide an explanation of their rationale for denying access to the recreational users, and if disputed, SRD may issue an access order requiring the leaseholder to allow access; and

**WHEREAS** leaseholders are required to provide access to recreational users, even if livestock are present, and the onus is on the leaseholder to prove the livestock are/may be impacted by the recreational users; and

**WHEREAS** the leaseholder cannot deny access even if, in his opinion, the fire risk is too high; and

**WHEREAS** the leaseholder cannot restrict the number of people who can access the lease; and

**WHEREAS** the leaseholder may be held liable if recreational users become injured while engaged in activities on the leased lands.

**THEREFORE BE IT RESOLVED THAT:**

**The Alberta Association of Municipal Districts and Counties approach the Province of Alberta to request that Alberta Sustainable Resource Development review their policies concerning liability on leased lands, to ensure that leaseholders are not held liable for any injury or property damage resulting from the activities of recreational users while on leased land. Further, the Province should hold all liability on leased land where access is granted at the discretion of the Province, not the leaseholder.**

**Moved by: Guy L'Heureux, M.D. of Big Lakes**

**Seconded by: Charles Johnson, Clear Hills County**

**RESOLUTION**

**Zone 4 Meeting held 2011/Feb./11**

Background to **LIABILITY ON SUSTAINABLE RESOURCE DEVELOPMENT LEASE LANDS**

Leaseholders have legitimate concerns regarding access granted to recreational users on leased lands. Under current regulations, recreational users are not required to contact the leaseholder in advance of access, except where the land is under a Grazing Lease or Farm Development Lease disposition. Even in those instances, the access is at the discretion of the Local Settlement Officer at Alberta Sustainable Resource Development, not the landowner.

Our society is becoming more and more litigious, and the likelihood of litigation in the event of an injury or death to a recreational user on leased public lands, is increasing. Regardless of the behaviour or recklessness of others, the leaseholder may be held liable for injuries or property damages that may occur.

Recreational users have some legislated responsibilities and requirements, but often the users are unaware of their responsibilities or choose to ignore them. Penalties for failing to contact the leaseholder and request access are minimal. In addition, the responsibility for policing the lease and any infractions usually falls to the leaseholder and the penalty will likely be administered only if the individual is caught during the act of non-compliance.

The leaseholder is responsible for the expense of carrying liability insurance on property that he does not own, and cannot control access to. The province indicates that leaseholder liability is reduced unless negligence can be proven. But, in the event of injury or death to a recreational user and any subsequent litigation, the leaseholder is still obliged to expend considerable time and energy in defence of the lawsuit.

The current rules of access unfairly place responsibility for liability on the leaseholder, but restrict him from denying access to protect himself from litigation. The responsibility for liability should fall to the landowner (The Province of Alberta) who hold the power of discretion to allow access.

AAMDC  
2011 Resolution No. \_\_\_\_\_

Municipal District of Big Lakes

**SALE OF SUSTAINABLE RESOURCE DEVELOPMENT LEASE LANDS**

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**WHEREAS** many long term Grazing Lease disposition holders have invested time and money improving Sustainable Resource Development Grazing leases, based on the terms and conditions of agreements that were originally in place, or that came as a result of policies developed in the early 1980s; and

**WHEREAS** disposition holders rightfully anticipated that these improvements would benefit their farm businesses in the long term because they would, at a future date, be allowed to purchase their leased land for a fair market price as assessed on unimproved value, and without competition; and

**WHEREAS** disposition holders had reasonable assurance that they would have priority of purchase rights when the land was converted to Farm Development Leases or made available for sale; and

**WHEREAS** policy changes in the late 1980s amended / rescinded earlier public land sales criteria, and this continues to have a negative impact on a number of long term disposition holders who made improvements (as encouraged by the Province) on their leases prior to policy changes.

**THEREFORE BE IT RESOLVED THAT:**

**The Alberta Association of Municipal Districts and Counties approach the Province of Alberta to request that Sustainable Resource Development review their current land lease / sale policies to ensure that long term disposition holders be allowed to purchase leased lands at prices assessed on unimproved values; and that leaseholders are not disadvantaged by a lack of recognition for development costs and improvements on leased land by the requirement for competition in the sale process.**

Moved by: Guy L'Heureux, M.D. of Big Lakes

Seconded by: Ken Matthews, M.D. of Big Lakes

**RESOLUTION**  
Zone 4 Meeting held 2011/Feb./11

Background to: **SALE OF SUSTAINABLE RESOURCE DEVELOPMENT LEASE  
LANDS**

Many Grazing Lease disposition holders have invested a considerable amount money to improve the usability and value of the leased land. Their decision to invest in the leases was based on the terms and conditions of agreements originally in place, or as a result of policies developed in the early 1980s, which were designed to encourage development of leases. Under the provincial policies of the time, the value of improvements would not be included in potential sale price to the leaseholder, because property sale prices were based on unimproved appraised value.

The rationale for policies in the mid-1980s (as described by the Province) was that leaseholders would be more likely to invest in expensive improvements if they had a measure of certainty that long term benefits for their investments would be realized. From this, disposition holders anticipated improvements they made would benefit their farm business over the long term.

Leaseholders also had reasonable assurance that they would have priority of purchase rights when the land was made available for sale. Again, decisions made by leaseholders were based, in part, on information provided by the Ministers office and through public notices, and news releases (eg. information for lease conversion sent to leaseholders in September 1985).

The Province encouraged conversion of Grazing leases to Farm Development leases, with or without option to purchase, in order to prevent the fragmentation of farm units that incorporated leased lands as part of the farm assets. The Province encouraged the development of Grazing lease lands in settled areas, particularly in northern Alberta, where only a small percentage of the lease lands had intensive development and were desirable for acquisition to farm holdings.

However; by 1990, the province made changes to the land sales criteria which dismissed the priority right to purchase for disposition holders and allowed that lands available for sale would be open to public auction or tender. Additionally, sale price minimums were raised to 85% of market value, which now included the value of improvements.

In a letter to a leaseholder in May of 2010, the Minister (Sustainable Resource Development) indicated that further to the above, an option available to the Grazing leaseholder would be to request conversion to a Farm Development Lease, without the option to purchase the land. The lease would then be issued through a competitive process. The rationale for changes to the previous sale criteria (as explained by the Minister) is the government's fiduciary responsibility to realize a fair return for Albertans - best achieved through the competitive process.

While the need for fiscal responsibility to all Albertans is understood, the current land sales policies disregard the expenditures of those individuals who invested their own money to improve leased land. The current policy forces disposition holders to meet the highest bid on lands available for sale, and allows outside parties to compete for land that the disposition holder has worked to improve at his own expense. In effect, the disposition holder is being penalized for the investment made improving the land, in that, if he chooses to purchase the land and is the successful bidder, he must pay a *second* time for the value of improvements he had previously paid for.

#### TIMELINE

**August 1985** The Province (Public Lands and Wildlife) announced that changes had been made to the administration of public lands, granting existing Grazing leaseholders the option to convert up to six quarters of leased land to Farm Development leases without competition from other applicants, with or without the option to purchase. It noted recently introduced tendering systems and the opportunity for public auction of land.

**September 1985** The Minister's office sent letters to leaseholders advising them that the sale price of lease purchases would be based on appraised unimproved value, unless range improvement funding had been provided by the Province.

**November 1985** A news release was issued indicating the waiver of previous posting requirements for saleable lands, and advising that priority would be given to Grazing leaseholders to convert land they have already improved. The press release indicated that saleable land criteria had not changed and referenced an information pamphlet which indicated:

- o conversion from GRL to FDL, without competition
- o priority right of conversion for current leaseholders
- o priority right of purchase for current leaseholders

- o safeguards against land speculation
- o protection of lands within the Eastern Slopes region

**February 1986** Letters were sent to leaseholders reiterating the benefits of conversion of improved Grazing leases to Farm Development leases, the option to purchase improved Grazing leases, and stressing exclusion of public lands in the Eastern Slopes from conversion or sale.

**January 1990** All policies created earlier in the decade had been rescinded.

**October 1998** A public land sales information document was available to leaseholders, indicating land sale values are set at fair market value (maximizing benefits to the Crown) using appraisal standards set for private land real estate. Land will be sold at public auction or tender, except for the following:

- o land under disposition (with option to purchase)
  - current leaseholder can apply to purchase land without competition
- o land under disposition (fully developed Miscellaneous / Recreation Lease) - current leaseholder may apply to purchase land without competition

However, in cases of land under disposition (without option to purchase) current leaseholder does not have priority right to purchase land without competition

**May 2010** The Minister responded to a leaseholder enquiry and noted the following:

- o leased land, up to one section, can be purchased *(1985 - 6 quarters)*
- o sales are by public auction / tender *(1985 - without competition)*
- o minimum price is 85% of fair market value, and leaseholder option to meet highest bid price *(1985 - assessed unimproved value)*
- o leaseholder may convert Grazing Lease to Farm Development Lease, without option to purchase *(1985 - conversions with / without purchase option)*

**July 2010** The Minister responded to leaseholder enquiry indicating that all policies introduced in the mid-1980s had been rescinded in the late 1980s. Attached to the letter was information About Public Lands (effective September 2007) outlining criteria regarding public lands sales.

AAMDC  
2011 Resolution No. \_\_\_\_\_

Municipal District of Greenview No. 16

**SCHOOL BUS TRANSPORTATION FUNDING FORMULA RESOLUTION**

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**WHEREAS** reasonable access to education is a component critical in providing a high quality of life for rural families; and

**WHEREAS** access to education is a right guaranteed for all children by Section 23 of Canadian Charter of Rights and Freedoms; and

**WHEREAS** accessing this right for rural students requires the transportation to and from schools within a reasonable ride time; and

**WHEREAS** the current rural transportation funding formula results in many rural Public School students riding a bus for excessive times each day; and

**WHEREAS** requirements for a balanced budget often means that deficits in transportation may be offset by a reduction in spending in the classroom; and

**WHEREAS** in jurisdictions with sparse population densities, the per student cost of transportation exceeds that of more heavily populated jurisdictions;

**THEREFORE BE IT RESOLVED** that the AAMDC encourage the Province to revisit the school bussing transportation formula to ensure an equitable distribution of transportation funding between jurisdictions.

Moved by: Tony Yelenik, M.D. of Greenview

Seconded by: Ed Tolfefson, M.D. of Greenview

**RESOLUTION**  
Zone 4 Meeting held 2011/February/11



Background to:

### **SCHOOL BUS TRANSPORTATION FUNDING FORMULA RESOLUTION**

As educational transportation funding becomes increasingly tight, rural school divisions must either increase revenues or decrease expenditures. Increasing revenues can only mean transportation fees charged to parents. Decreasing expenditures usually requires larger buses picking up more students or route consolidation. Both of these alternatives result in increased ride times for students.

The current rural transportation funding model is based on a grid placement based on weighted passengers and school division area density that places a school division in a funding cell. The principle of "as density increases, fewer dollars are required for transportation" is applied. Increments across the grid are inconsistent and issues surround the calculation of density. The last time a major review of the rural transportation allocation grid was over a decade ago. The Milne Report (2005) questions the equity of the current density grid used for the funding formula, and recommends a review of the grid as , in its words, "One may conclude (with apologies to George Orwell) that all rural school boards are funded equitably under the Rural Transportation funding formula, but some boards are more equitably funded than others." Some comments from rural school divisions with respect to the transportation funding are as follows:

- The funding formula does not address declining enrolments in rural jurisdictions. In Rural Alberta we face a steady decline in student enrolment. We find that we lose students yet bus route distances often remain the same. As a result, we receive fewer dollars to operate the routes. Our only option is to consolidate bus routes and this often results in longer bus rides for students.
- Decrease in enrolment means decreased revenue, but expenses don't decrease proportionately. We lost over 200 students last year, but they don't disappear from the same areas so it doesn't necessarily result in less school buses. We travel greater distances for fewer students.
- Due to the Alberta farming economy, children that graduate are no longer returning to the family farm. We are trying to overcome this problem by cutting routes where we can but the funding per student is impacting not only transportation but our schools as well.
- Our land base is so large and more families are moving closer to the urban areas but we still have those students in the rural areas that have to be transported from the farthest corners of the division.

In some jurisdictions with very high density, excess transportation funding is being used to subsidize other needs, whereas in jurisdictions with low densities, funding is being withdrawn from other areas of school operations and being utilized to subsidize transportation costs.

AAMD&amp;C

2011 Resolution No. \_\_\_\_\_

Municipal District of Spirit River No. 133

**RESTRUCTURED SUPPORT FROM ALBERTA FINANCE & ENTERPRISE FOR  
REGIONAL ECONOMIC DEVELOPMENT ALLIANCES PUTS REGIONAL  
ECONOMIC DEVELOPMENT AT RISK ACROSS THE PROVINCE.**

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**WHEREAS** for over ten years, the Alberta Government has embraced a partnership with Alberta municipalities to plan and undertake regional economic development initiatives of mutual interest. The success of this partnership has made Alberta a leader in the delivery of regional economic development and has resulted in numerous achievements.

**WHEREAS** after a lengthy delay of nine months and unresponsive communications with the department, Alberta Finance & Enterprise announced a new Memorandum of Understanding, a FAQs Resulting from AFE's Restructuring of Support to REDAs and a Synopsis of Key Changes and delivered the news at a REDA Chairs meeting called by the Honourable Minister Snelgrove on Friday, February 4, 2011. The message delivered was (1) the Alberta Government continues to value the partnership with REDAs and their work and (2) in their opinion it was time for the REDAs to mature and be less dependent of provincial government support.

**WHEREAS** the issue for the REDAs is the dramatic unilateral change dictated by the Department to the existing relationship (MOU) with no consultation with the REDA Chairs and the municipalities they represent. The changes were so significant, the province is putting many of the REDAs at risk. And the process to introduce the changes was abrupt and insensitive to what was thought to be a healthy and progressive relationship between the department and the REDAs.

**THEREFORE BE IT RESOLVED THAT:**

The Alberta Association of Municipal Districts and Counties encourages Alberta Finance & Enterprise (AFE) to enter into meaningful dialogue with Alberta municipalities, through the AAMDC, AUMA and REDA Chairs, to put in place immediately a process to discuss a more achievable transition plan towards a mutually agreeable REDA Next Generation strategy.

Moved by: Stan Bzowy, M.D. of Spirit River

Seconded by: Donald Dumont, M.D. of Smoky River

**RESOLUTIONS**

Zone 4 Meeting held 2011/Feb. 11

**Background to RESTRUCTURED SUPPORT FROM ALBERTA FINANCE &  
ENTERPRISE FOR REGIONAL ECONOMIC DEVELOPMENT ALLIANCES PUTS  
REGIONAL ECONOMIC DEVELOPMENT AT RISK ACROSS THE PROVINCE.**

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Rural Alberta communities rely on REDAs to help plan and undertake economic development activities. The REDAs provide a forum and mechanism for municipalities to identify common issues and solutions to problems or opportunities beyond the limited resources of individual municipalities. Examples of big problems that benefit from the collective actions of municipalities include: the response to Transport Canada's Rail Freight Service Review; medical training in the rural communities; regional infrastructure needs including the future access to water; the retention of companies in rural communities through productivity initiatives; and the importance of supporting innovation and competitiveness as a way to retain and grow our rural communities. These are just a few that our alliance (PREDA) is involved in: if we ask the other 12 REDAs for their examples and success stories, the accomplishments would be equally as impressive and of significance to Alberta municipalities.

The most recent actions of Alberta Finance & Enterprise present a reoccurring impression (perception and reality) of 'downloading' by the Province onto the municipalities and it was done in such a way that negatively impacts future relationships.

## A.A.M.D.C. NORTHERN ZONE DISTRICT 4

**FINANCIAL STATEMENT**

January 1, 2010 - December 31, 2010

Opening Balance January 1/10	F.C.M. \$10,229.51	ZONE \$7,335.91	\$17,565.42
<u>Income:</u>			
FCM Fees			
Membership Fees			
Other Income (Activation Deposit)	\$2.00		\$2.00
<b>Total Income</b>	<b>\$10,231.51</b>	<b>\$7,335.91</b>	<b>17,567.42</b>
<u>Expenses:</u>			
FCM Expenses			
Meeting Expenses			
Bank Fees		\$68.80	
<b>Total Expenses</b>	<b>\$0.00</b>	<b>\$76.80</b>	<b><u>76.80</u></b>
<b>Closing Balance December 31/10</b>	<b>\$10,231.51</b>	<b>\$7,259.11</b>	<b>\$17,490.62</b>

Verified to Bank Statement dated 31/12/10

v:\m\k\AMDC Zone 4 Financial Statement

Jurisdiction EXAMPLE		Density of Effective Transportation Service Area										Transportation Service Area			663.6		Sq. Miles
Distance	Rate	2.4-5.9	6-9.9	10-13.9	14-17.9	18-25.9	26-37.9	38+									
		\$10.37	\$15.18	\$18.16	\$20.38	\$25.12	\$26.53	\$27.89									
0-700		\$649	\$741	\$806	\$822	\$830	\$846	\$984	\$1,100	\$1,486	\$1,736						
701-1400		\$649	\$716	\$796	\$812	\$819	\$836	\$964	\$1,080	\$1,350	\$1,736					Total Elig. Weighted Students 12,545	
1401-2100		\$649	\$708	\$791	\$806	\$815	\$830	\$956	\$1,067	\$1,305	\$1,736					Board Density 0.4970	
2101-2800		\$649	\$671	\$784	\$794	\$810	\$827	\$926	\$1,062	\$1,162	\$1,654					Density Rate .5796	
2801-3500		\$649	\$668	\$765	\$782	\$783	\$821	\$867	\$975	\$1,122	\$1,316					Density Rate is determined by dividing the Transportation Service Area by the Total Elig. Weighted Students	
3501-4200		\$649	\$660	\$705	\$771	\$784	\$818	\$860	\$952	\$1,028	\$1,209					The higher the rate, the more sparse the jurisdiction is	
4201-4900		\$642	\$649	\$690	\$709	\$771	\$812	\$853	\$896	\$956	\$1,108						
4901-5600		\$642	\$642	\$650	\$690	\$719	\$790	\$815	\$862	\$919	\$1,012						
5601-6300		\$642	\$642	\$642	\$660	\$700	\$728	\$804	\$833	\$886	\$952						
6301+		\$642	\$642	\$642	\$642	\$660	\$710	\$731	\$816	\$850	\$906						



# AMSA

## ALBERTA MUNICIPAL SUPERVISORS ASSOCIATION

2011 SPRING CONVENTION AGENDA  
Edmonton Shaw Conference Centre, Salon 9

### Tuesday, March 22, 2011 (Salon 9)

7:30-8:45 am	Breakfast <b>Sponsored by Focus Corporation</b> Engineering, geomatics, planning and project management services
8:45-9:45 am	<b>Alberta Environment</b> Wetlands – More than just a slough, understanding the regulations.
9:45-10:15 am	Coffee <b>Sponsored by Genivar</b> Our multidisciplinary team shapes and enhances the world around us.
10:15-12:15 am	<b>Local Authorities Pension Plan (LAPP)</b> Member Information Seminar
12:15-1:00 pm	Lunch <b>Sponsored by AAMDC Trade Division</b> With over 800 members, who are able to purchase from over 100 approved suppliers.
1:30-3:00 pm	<b>Bob Layton - Overcoming Obstacles</b>
3:00-3:30 pm	Coffee <b>Sponsored by Tiger Calcium</b> Meeting North America's demand for calcium chloride.
3:30-4:30 pm	<b>Haul All</b> Integrated waste management and recycling equipment systems

### Wednesday, March 23, 2011 (Salon 9)

7:30-9:00 am	Breakfast <b>Sponsored by KORTECH</b> The Road Surface Specialists
9:00-10:00 am	<b>Accurate Assessment</b> Municipal Enterprise Solution – making GIS integration seamless and user friendly
10:00-10:30 am	Coffee <b>Sponsored by AMEC</b> High-value consultancy, engineering, and project management services.
10:30-12:00 am	<b>Round Table Discussion, real life, real time issues.</b>
12:00-12:30 pm	Directors Meeting







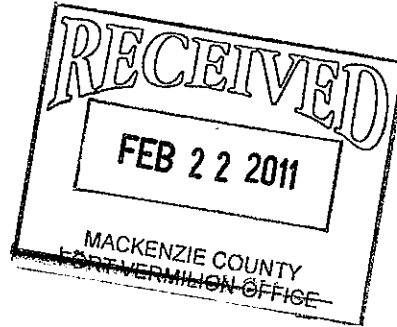
Spatial Data  
Warehouse Ltd.

2540-5<sup>th</sup> Avenue N.W. Calgary, Alberta T2N 0T5 Telephone: (403) 716-3489 Fax: (403) 716-3494

*cc info*

February 16, 2011

William Kostiw  
Chief Administrative Officer  
PO Box 640  
Fort Vermillion, AB T0H 1N0



Dear William Kostiw,

**RE: ADDRESS ALBERTA INITIATIVE**

"Address Alberta" is an initiative to create a central repository of all municipally-approved addresses that is accurate, accessible and in a consistent format and contains geo-codes. These addresses are vital for emergency response systems and health and safety services. This initiative is jointly being undertaken by the AUMA, AAMD&C, Alberta One Call, Alberta Land Titles and Spatial Data Warehouse.

On 12 November 2010, I sent a letter to the Mayors, Reeves and Chief Administrative Officers of every municipality in Alberta requesting a copy of their address data. We are currently compiling the data that we have received to-date; however, we have not received any data from your municipality.

We have received questions and concerns from several municipalities about the use and distribution of their address data. At this time, their data will not be released for any purpose; any distribution of this data will be done in consultation and by agreement with each Municipality. I want to reassure you; Municipalities are the address authority and will continue to be. No changes to your municipal address data will be required and we are not asking you for any funding. Once the repository is created, the address data for your municipality will be provided back to you (if desired) at no cost.

If you have any questions or if you do not support this initiative and will not be sending your address data, can you kindly call me or contact me by email. If you are supportive of this initiative but have not yet sent your data, can you please let me know when you will be sending your municipal address data for the initial development and build of the Provincial address repository? We are striving to complete our review and assessment of the address data that has been submitted to us by 15 March 2011; your response would be greatly appreciated before that date.

There is significant pressure from all participants; especially emergency response providers, to acquire this data as soon as possible. We urge you to participate in this initiative for the benefit of all Albertans.

If you have any questions regarding this very important initiative please feel free to contact me.

Sincerely,

Pat Drinnan, GM, Spatial Data Warehouse  
2540 - 5<sup>th</sup> Avenue NW  
Calgary, AB T2N 0T5  
Phone: 403-716-3489 Email: [drinnan1@telus.net](mailto:drinnan1@telus.net)  
[www.spatialdatawarehouse.ca](http://www.spatialdatawarehouse.ca)

