

**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING**

**Tuesday, September 8, 2009  
10:00 a.m.**

**Council Chambers  
Fort Vermilion, Alberta**

**AGENDA**

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<b>CALL TO ORDER:</b>	1.	a) Call to Order	
<b>AGENDA:</b>	2.	a) Adoption of Agenda	5
<b>ADOPTION OF PREVIOUS MINUTES:</b>	3.	a) Minutes of the August 26, 2009 Regular Council Meeting	9
<b>BUSINESS ARISING OUT OF THE MINUTES:</b>	4.	a) b)	
<b>DELEGATIONS:</b>	5.	a) RCMP b) Stewart & Weir	
<b>GENERAL REPORTS:</b>	6.	a) Municipal Planning Commission Meeting Minutes – July 16 and August 6, 2009	21
		b) Agriculture Service Board Meeting Minutes – May 6, June 18, and August 10, 2009	59
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		d)	
<b>PUBLIC HEARINGS:</b>		Public Hearings scheduled for 1:00 p.m.	
	7.	a) Bylaw 727/09 Land Use Bylaw Amendment to Address the Keeping of Animals in Rural Country Residential District 1, 2, 3 and 4 “RC1”, “RC2”,	85

“RC3”, and “RC4”

- b) Bylaw 729/09 Land Use Bylaw Amendment to Rezone Multiple Properties from HRCT to HR1 (La Crete) 99
- c) Bylaw 730/09 Land Use Bylaw Amendment to Rezone Part of NW 24-105-15-W5M (Plan 072 7058, Block 1, Lot 1) from Agricultural District 1 “A1” to Public/Institutional District “HP” (Wilson Prairie Area) 113

**TENDERS:**

- 8. a) Township Road 103-2 (Blue Hills)

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

- 9. a) Council Committee Reports
- b) CAO and Director Reports 127

**CORPORATE SERVICES:**

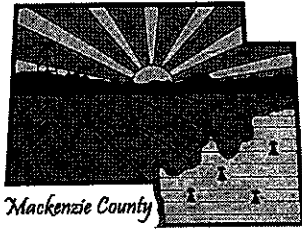
- 10. a) Bylaw 736/09 Short Term Borrowing of Funds 139
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- c) Quarterly Investment Report – June 30, 2009 167
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- g) Intermunicipal Subdivision & Development Appeal Board – Council Appointment 207
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- i)
- j)

<b>OPERATIONAL SERVICES:</b>	11.	a)	RInC Application Funding Confirmation	211
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		c)	Paving at Mackenzie Housing	229
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		e)		
		f)		
<b>PLANNING, EMERGENCY, AND ENFORCEMENT SERVICES:</b>	12.	a)	Bylaw 733/09 Fee Schedule	235
		b)	Bylaw 735/09 Municipal Development Plan	243
		c)	Zama Fire Hall / Public Works Shop	245
		d)		
		e)		
<b>INFORMATION / CORRESPONDENCE:</b>	13.	a)	Information/Correspondence Items	251
<b>IN CAMERA SESSION:</b>	14.	a)	Personnel	
		b)	Special Projects	
		c)	Legal	
		d)	Inter-municipal Relations	
		e)	CO <sub>2</sub> EOR Negotiations	
		f)	AUPE Negotiations	
		g)		
		h)		
		i)		
<b>NEXT MEETING</b>	15.	a)	Regular Council Meeting	

**DATE:** Wednesday, September 23, 2009  
4:00 p.m.  
Council Chambers, Fort Vermilion, AB

**ADJOURNMENT:** 16. a) Adjournment





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>September 8, 2009</b>
<b>Presented By:</b>	<b>William Kostiw, Chief Administrative Officer</b>
<b>Title:</b>	<b>Minutes of the August 26, 2009 Regular Council Meeting</b>

### BACKGROUND / PROPOSAL:

Minutes of the August 26, 2009 Regular Council meeting are attached.

### OPTIONS & BENEFITS:

### COSTS & SOURCE OF FUNDING:

### RECOMMENDED ACTION:

That the minutes of the August 26, 2009 Regular Council meeting be adopted as presented.

Author: C. Gabriel

Review by: \_\_\_\_\_

CAO



**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING**

**Wednesday, August 26, 2009  
2:00 p.m.**

**Council Chambers  
Fort Vermilion, Alberta**

**PRESENT:** Greg Newman Reeve  
Peter F. Braun Deputy Reeve  
Dicky Driedger Councillor  
John W. Driedger Councillor  
Ed Froese Councillor  
Bill Neufeld Councillor (joined via teleconference at 3:52 p.m.)  
Walter Sarapuk Councillor  
Lisa Wardley Councillor  
Stuart Watson Councillor

**ABSENT:** Ray Toews Councillor

**ADMINISTRATION:** William (Bill) Kostiw Chief Administrative Officer  
Joulia Whittleton Director of Corporate Services  
Ryan Becker Director of Planning & Emergency Services  
John Klassen Director of Operations (South)  
Dave Crichton Director of Operations (North)  
Carol Gabriel Executive Assistant

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

Minutes of the Regular Council meeting for Mackenzie County held on August 26, 2009 at the Council Chambers in Fort Vermilion, Alberta.

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

Reeve Newman called the meeting to order at 2:08 p.m.

**MOTION 09-08-670 MOVED** by Councillor D. Driedger

That the Council meeting begin at 2:08 p.m.

**CARRIED UNANIMOUSLY**

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

**MOTION 09-08-671**

**MOVED** by Councillor Watson

That the agenda be adopted with the following addition:  
14. g) Mackenzie Housing

**CARRIED**

**ADOPTION OF  
PREVIOUS MINUTES:**

**3. a) Minutes of the August 11, 2009 Regular Council Meeting**

**MOTION 09-08-672**

**MOVED** by Councillor Wardley

That the minutes of the August 11, 2009 Regular Council meeting be adopted as presented.

**CARRIED**

**BUSINESS ARISING  
OUT OF THE MINUTES:**

**4. a) None**

**GENERAL REPORTS:**

**6. a) None**

**PUBLIC HEARINGS:**

**7. a) None**

**TENDERS:**

**8. a) Township Road 103-2 (Blue Hills) Tender**

**MOTION 09-08-673**

**MOVED** by Councillor D. Driedger

That the Township Road 103-2 (Blue Hills) Tender be tabled to the next meeting.

**CARRIED**

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

**9. a) None**

**CORPORATE  
SERVICES:**

**10. a) Report on the Meeting with Honourable Ray Danyluk,  
Minister of Municipal Affairs**

**MOTION 09-08-674**

**MOVED** by Councillor J. Driedger

That the report on the meeting with Honourable Ray Danyluk, Minister of Municipal Affairs, be received for information.

**CARRIED**

**10. b) Signing of the Regional Service Sharing Agreement  
with the Town of High Level**

**MOTION 09-08-675**

**MOVED** by Councillor Watson

That the Regional Service Sharing Agreement with the Town of High Level be received as signed.

**CARRIED**

**10. c) Municipal Reserve Policy RESV 10**

**MOTION 09-08-676**

**MOVED** by Councillor Froese

That the Municipal Reserve balance be accepted for information.

**CARRIED**

**MOTION 09-08-677**

**MOVED** by Deputy Reeve Braun

That the Municipal Reserve Policy RESV 10 be amended as discussed.

**CARRIED**

**10. d) Tax Write-Off – Tax Rolls 080100, 098283, 098336 and  
098344**

**MOTION 09-08-678**

**MOVED** by Councillor Sarapuk

That the 2008 tax levy of \$32.37 for tax roll 080100 be written off.

**CARRIED**

**MOTION 09-08-679**

**MOVED** by Councillor J. Driedger

That the 2008 tax levy of \$488.69 and penalty of \$29.32 for tax roll 098283 be written off.

**CARRIED**

**MOTION 09-08-680**

**MOVED** by Councillor Wardley

That the 2008 tax levy of \$1620.33 and penalty of \$97.22 for tax roll 098336 be written off.

**CARRIED**

**MOTION 09-08-681**

**MOVED** by Councillor Froese

That the 2008 tax levy of \$211.92 and penalty of \$12.72 for tax roll 098344 be written off.

**CARRIED**

**10. e) Jubilee Insurance – Property Policy Renewal**

**MOTION 09-08-682**

**MOVED** by Deputy Reeve Braun

That the AAMDC – Jubilee Insurance Property Policy Renewal be referred to the Finance Committee for further investigation and be reported back to Council.

**CARRIED**

**OPERATIONAL  
SERVICES:**

**11. a) Rocky Lane Road Improvements**

**MOTION 09-08-683**

**MOVED** by Councillor Sarapuk

That administration proceeds with the stabilization and seal coat of 500 meters by Rocky Lane School at an estimated cost of \$200,000.

Councillor J. Driedger requested a recorded vote.

In Favor  
Councillor D. Driedger  
Councillor Wardley  
Councillor Watson  
Councillor Sarapuk  
Councillor Froese

Opposed  
Reeve Newman  
Deputy Reeve Braun  
Councillor J. Driedger

**CARRIED**

**11. b) Resource Road Program Applications**

**MOTION 09-08-684**

**MOVED** by Councillor J. Driedger

That administration prepares and submits Resource Road Program applications for the following projects:

1. Highway 88 Connector (50/50)

**DEFEATED**

**MOTION 09-08-685**

**MOVED** by Reeve Newman

That administration prepares and submits Resource Road Program applications for the following projects:

- Highway 88 Connector
- Zama Access

**CARRIED**

**MOTION 09-08-686**

**MOVED** by Councillor Wardley

That administration complete engineered traffic counts this winter on the Highway 88 Connector, Zama Access, and the Blue Hills Connector.

**CARRIED**

Reeve Newman recessed the meeting at 3:06 p.m. and reconvened the meeting at 3:23 p.m.

**DELEGATIONS:**

**5. a) Representatives of the Heart & Stroke Foundation and the Mackenzie Regional FASD Society**

Reeve Newman presented Margaret Bell, Area Manager with the Heart & Stroke Foundation of Alberta, NWT & Nunavut, with a cheque in the amount of \$12,000.00 from the proceeds of the 1<sup>st</sup> Annual Mackenzie County Charity Golf Tournament.

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

**12. a) Bylaw 731/09 Land Use Bylaw Amendment for the Cancellation and Consolidation of Plan 032 3561, Block 7, Lots 2, 3 and 4 (La Crete)**

**MOTION 09-08-687**

**MOVED** by Deputy Reeve Braun

That first reading be given to Bylaw 731/09 being a Land Use Bylaw amendment for the cancellation of Plan 032 3561, Block 7, Lots 2, 3 and 4 for the purposes of consolidation.

**CARRIED**

**12. b) Bylaw 732/09 Land Use Bylaw Amendment for the Cancellation of Subdivision Plan 972 2460, Lot 1 (Part of SE 22-106-15-W5M) (La Crete)**

**MOTION 09-08-688**

**MOVED** by Councillor Froese

That first reading be given to Bylaw 732/09 being a Land Use Bylaw amendment for the cancellation of Plan 972 2460, Lot 1 for the purpose of reverting the lands back into Part of SE 22-106-15-W5M, from which the subdivision was taken.

**CARRIED**

**12. c) Bylaw 733/09 Fee Schedule Bylaw**

**MOTION 09-08-689**

**MOVED** by Deputy Reeve Braun

That the Fee Schedule Bylaw be tabled to the next meeting.

**CARRIED**

**INFORMATION/  
CORRESPONDENCE**

**13. a) Information/Correspondence**

**MOTION 09-08-690**

**MOVED** by Councillor Wardley

That the County participate in the 2009 High Level trade show.

**CARRIED**

**MOTION 09-08-691**

**MOVED** by Councillor Froese

That all Councillors be authorized to attend the 2009 REDI Annual General Meeting on September 9, 2009 in High Level.

**CARRIED**

**MOTION 09-08-692**

**MOVED** by Councillor J. Driedger

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

**CARRIED**

**IN CAMERA SESSION:**

**MOTION 09-08-693**

**MOVED** by Councillor Watson

That Council move in-camera to discuss issues under the Freedom of Information and Protection of Privacy Regulations 18 (1) at 3:34 p.m.



- 14. a) Personnel
- 14. b) Special Projects
- 14. c) Legal
- 14. d) Inter-municipal Relations
- 14. e) CO<sub>2</sub> EOR Negotiations
- 14. f) AUPE Negotiations
- 14. g) Mackenzie Housing

**CARRIED**

Councillor Neufeld joined the meeting at 3:52 p.m.

**MOTION 09-08-694**

**MOVED** by Councillor Wardley

That Council move out of camera at 4:00 p.m.

**CARRIED**

**5. b) Wayne Franklin, Regional Manager, Alberta  
Transportation**

**MOTION 09-08-695**

**MOVED** by Councillor D. Driedger

That the presentation by Wayne Franklin, Alberta Transportation, regarding Highway 88 and the Tompkins Ferry be received for information.

**CARRIED**

**DELEGATIONS:**

**5. a) Mackenzie Regional FASD Society**

Reeve Newman presented Ann Lajeunesse with the Mackenzie Regional FASD Society with a cheque in the amount of \$1,200.00 from the proceeds of the 1<sup>st</sup> Annual Mackenzie County Charity Golf Tournament.

**MOTION 09-08-696**

**MOVED** by Councillor Froese

That Council move back in camera at 4:30 p.m.

**CARRIED**

**MOTION 09-08-697**

**MOVED** by Councillor Wardley

That Council move out of camera at 5:30 p.m.

**CARRIED**

**14. a) Personnel**

**MOTION 09-08-698**

**MOVED** by Councillor Sarapuk

That Council accept Ryan Becker's resignation with regret and that the Chief Administrative Officer finalize the agreement.

**CARRIED UNANIMOUSLY**

**14. b) Special Projects**

**MOTION 09-08-699**

**MOVED** by Councillor Froese

That the special projects update be received for information.

**CARRIED**

**14. c) Legal**

**MOTION 09-08-700**

**MOVED** by Councillor Wardley

That administration work with the Town of High Level to resolve matters with MK Strategies.

**CARRIED**

**MOTION 09-08-701**

**MOVED** by Councillor J. Driedger

That Council accept Brownlee LLP's recommendation in regards to a ratepayer letter.

**CARRIED**

**14. d) Inter-municipal Relations**

**MOTION 09-08-702**

**MOVED** by Reeve Newman

That the County proceed with implementation of the articles of the Regional Service Sharing agreement as outlined in the agreement.

**CARRIED**

**14. e) CO<sub>2</sub> EOR Negotiations**

**MOTION 09-08-703**

**MOVED** by Councillor Watson

That the CO<sub>2</sub> Committee continue to lobby for the project.

**CARRIED**

**14. f) AUPE Negotiations**

**MOTION 09-08-704**

**MOVED** by Councillor Braun

That the AUPE negotiations be approved as presented.

**CARRIED UNANIMOUSLY**

**MOTION 09-08-705**

**MOVED** by Councillor Froese

That the out of scope staff negotiations be approved as presented.

**CARRIED UNANIMOUSLY**

**14. g) Mackenzie Housing**

**MOTION 09-08-706**

**MOVED** by Councillor J. Driedger

That the Mackenzie Housing update be received for information.

**CARRIED**

**MOTION 09-08-707**

**MOVED** by Councillor Wardley

That the County proceed as discussed in regards to the letter received from Mennonite Mutual Insurance.

**CARRIED**

**NEXT MEETING DATE:**

**15. a) Regular Council Meeting**

Regular Council Meeting  
Tuesday, September 8, 2009  
10:00 a.m.  
Council Chambers, Fort Vermillion, AB

**ADJOURNMENT:**

**16. a) Adjournment**

**MOTION 09-08-708**

**MOVED** by Councillor D. Driedger

That the Council meeting be adjourned at 5:50 p.m.

**CARRIED**

These minutes will be presented to Council for approval on September 8, 2009.

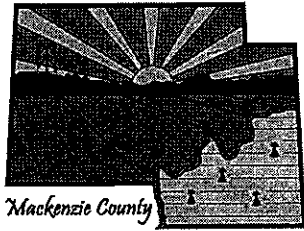
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Greg Newman  
Reeve

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William Kostiw  
Chief Administrative Officer

DRAFT



## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>September 8, 2009</b>
<b>Presented By:</b>	<b>Ryan Becker, Director of Planning &amp; Emergency Services</b>
<b>Title:</b>	<b>Municipal Planning Commission Meeting Minutes July 16 &amp; August 6, 2009</b>

### BACKGROUND / PROPOSAL:

Information item. The adopted minutes of the July 16 and August 6, 2009 meeting are attached.

### OPTIONS & BENEFITS:

### COSTS & SOURCE OF FUNDING:

### RECOMMENDED ACTION:

That the Municipal Planning Commission meeting minutes of July 16 and August 6, 2009 be received for information.

Author: C. Gabriel

Review By: \_\_\_\_\_

CAO



**Mackenzie County  
Municipal Planning Commission Meeting**

**Council Chambers  
Fort Vermilion, Alberta**

**Thursday, July 16, 2009 @ 10:00 a.m.**

**PRESENT**

Peter Braun	Chair, Deputy Reeve
Beth Kappelar	Vice-Chair, MPC Member
Ed Froese	Councillor, MPC Member
Jack Eccles	MPC Member
Ryan Becker	Director of Planning and Emergency Services
Liane Lambert	Development Officer
Sarah Martens	Planning and Emergency Services Administrative Officer

**DELEGATIONS**

Jane Groenewegen Developer

**ABSENT**

Manfred Gross	MPC Member
Marion Krahn	Development Officer

**1. CALL TO ORDER**

Peter Braun called the meeting to order at 10:02 a.m.

**2. ADOPTION OF AGENDA**

**MOTION 09-208** **MOVED** by Ed Froese

That the agenda be adopted with the following additions:

5b) Subdivision Proposal  
NW 22-110-19-W5M; High Level Rural  
Bluesky Alberta

6c) Bylaw 727/09 Land Use Bylaw Amendment

**CARRIED**

3. **MINUTES**

a) **Adoption of Minutes**

**MOTION 09-209** **MOVED** by Beth Kappelar

That the minutes of the July 6, 2009 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 162-DP-09  
Jane Groenewegen (Greenway Holdings Inc.)  
Intensive Recreational Use – Guest Ranch  
NW 16-110-19-W5M; High Level Rural**

Jane Groenewegen was present.

**MOTION 09-210** **MOVED** by Beth Kappelar

That Development Permit 162-DP-09 on NW 16-110-19-W5M in the name of the Jane Groenewegen (Greenway Holdings Inc.) 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. **Approval must be obtained from Alberta Transportation. All conditions and requirements by Alberta Transportation are to be met to their specifications and standards.**
2. **The development shall meet all Alberta Safety Code requirements for Public Buildings/Structures and any other requirements specified by Safety Codes. Failure to do so shall render this permit Null and Void.**



3. At all times, the privacy of neighbours shall be preserved and shall not unduly offend the surrounding residents by way of noise, traffic and late visitations by clients/visitors, etc.
4. **Any further development or building construction shall obtain a development permit prior to commencement.**
5. Comply with applicable legislation under the Public Health Act and obtain the appropriate approvals prior to commencement of development. Contact the Health Inspector at 780-841-3275.
6. Any new requests for water connection to the Town of High Level's water line must obtain approval first. Contact the Town of High Level at (780) 926-2201.
7. Minimum building setbacks: 41.15 meters (135 feet) from any road allowances and 15.24 meters (50 feet) from any other property lines.
8. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards.
9. All sewage disposal systems to be in conformance with the Alberta Private Sewage Treatment and Disposal Regulations.
10. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Road/Maintenance Department for Mackenzie County at 780-928-3983. Access to be constructed to Mackenzie County standards at the developers' expense.
11. 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.
12. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.

**13. Any sign placed within the Highway Right of Way shall be approved by Alberta Transportation prior to placement.**

14. If a sign is placed on the **property** adjacent to a local road, shall be located a minimum of:

- i. 200 meters from regulatory signs
- ii. 3 meters (9 feet) from the outer edge of the road or not less than 1.5 meters from the property line if on private property.

15. The sign shall be a minimum of 1.5 meters to a maximum of 2.5 meters in height above the shoulder of the road.

16. The sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.

17. The sign shall:

- i. Not obstruct the orderly and safe flow of vehicular and pedestrian traffic.
- ii. Not unduly interfere with the amenities of the district.
- iii. Not materially interfere with or affect the use, enjoyment or value of neighbouring properties.
- iv. Not create visual or aesthetic blight.

**CARRIED**

**b) Development Permit Application 166-DP-09  
Alberta Health Services; Communication Tower  
Plan 882 1687, Block 13, Lot 4; Zama**

**MOTION 09-211** **MOVED** by Jack Eccles

That Development Permit 166-DP-08 on Plan 882 1687, Block 13 Lot 4 in the name of Alberta Health Services 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 approval is subject to approval from NAV Canada and Alberta Transportation. The developer is required to obtain written approval from NAV Canada and Alberta Transportation regarding the proposed development prior to commencement of the development.**

2. **All conditions and requirements by NAV Canada and Alberta Transportation are to be met to their specifications and standards.**
3. **Minimum setbacks from all property lines:**
  - i. **7.6 meters (25 feet) front yard setback;**
  - ii. **1.2 meters (5 feet) side yard setback;**
  - iii. **2.4 meters (8 feet) rear yard setback.**
4. A chain link fence must surround the tower at all times. The fence shall not encroach onto adjacent properties or road allowances.
5. 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.
6. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.

**CARRIED**

- c) **Development Permit Application 167-DP-09  
Alberta Health Services; Communication Mast  
Plan 882 1286, Lot C (Fort Vermilion)**

**MOTION 09-212**      **MOVED** by Ed Froese

That Development Permit 167-DP-09 on Plan 882 1286, Lot C in the name of Alberta Health Services 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 approval is subject to approval from NAV Canada and Alberta Transportation. The developer is required to obtain written approval from NAV Canada and Alberta Transportation regarding the proposed development prior to commencement of the development.**

2. **All conditions and requirements by NAV Canada and Alberta Transportation are to be met to their specifications and standards.**

**CARRIED**

- d) **Development Permit Application 168-DP-09  
Isaak and Margaret Dyck; Mobile Home Relocation  
and 6 Foot Wood Fence with 3 Foot Variance  
Plan 942 2615, Lot 2; Fort Vermilion**

**MOTION 09-213**    **MOVED** by Beth Kappelar

That Development Permit 168-DP-09 on Plan 942 2615, Lot 2 in the name of Isaak and Margaret Dyck 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. Minimum building setbacks:
  - a. 22.86 meters (75 feet) front (south) yard;
  - b. 7.62 meters (25 feet) rear (south) yard;
  - c. 4.57 meters (15 feet) side yards (east and west); from the property lines.
2. The undercarriage of the Mobile Home shall be screened from view by skirting or such other means satisfactory to the Development Authority.
3. The architecture, construction materials and appearance of the Mobile Home shall be to accepted standards and shall compliment the natural features and character of the site to the satisfaction of the Development Authority.
4. No ancillary building erected/or moved onto the site shall be used as a dwelling.
5. **Approval of a wooded fence with variance as noted in condition 5.**
6. **Maximum height of fence: Six (6) feet, placement as shown on the attached site plan.**
7. The fence shall not encroach onto adjacent properties.

8. All sewage disposal systems shall be in conformance with the Alberta Private Sewage Treatment and Disposal Regulations.
9. 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 780-927-3718. Access to be constructed to Mackenzie County standards and at the developer's 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 (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.

**CARRIED**

- e) **Development Permit Application 169-DP-09  
Dwayne Neufeld and Kevin Neufeld (Northscape Landscaping)  
Contractor's Business License (Landscaping)  
Part of SE 19-107-14-W5M (Plan 982 6369, Block 1, Lot 2)  
Blumenort Rural**

**MOTION 09-214      MOVED** by Ed Froese

That Development Permit 169-DP-09 on Part of SE 19-107-14-W5M (Plan 982 6369, Block 1, Lot 2) in the name of Northscape Landscaping 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 is for the approval of a Business License (Contractor's Business) only; it is not for the approval of any building construction.**
2. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Road/Maintenance Department for Mackenzie County at (780) 927-3718. Access to be constructed to

Mackenzie County standards and at the developer's expense.

3. If a sign is placed on the **property** adjacent to a local road, shall be located a minimum of:
  - i. 200 meters from regulatory signs
  - ii. 3 meters (9 feet) from the outer edge of the road or not less than 1.5 meters from the property line if on private property.
4. The sign shall be a minimum of 1.5 meters to a maximum of 2.5 meters in height above the shoulder of the road.
5. The sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.
6. The sign shall:
  - i. Not obstruct the orderly and safe flow of vehicular and pedestrian traffic.
  - ii. Not unduly interfere with the amenities of the district.
  - iii. Not materially interfere with or affect the use, enjoyment or value of neighbouring properties.
  - iv. Not create visual or aesthetic blight.
7. The total site area (lot) shall have a positive surface drainage without adversely affecting neighboring property.

**CARRIED**

- f) **Development Permit Application 171-DP-09  
Billy Neudorf; Mobile Home with Addition, Cellar and Deck  
Part of NE 6-106-15-W5M (Plan 062 7138, Block 3, Lot 10)  
La Crete Rural – River Drive Developments**

**MOTION 09-215** **MOVED** by Beth Kappelar

That Development Permit 171-DP-09 on Part of NE 6-106-15-W5M (Plan 062 7138, Block 3, Lot 10 in the name of the Billy Neudorf 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 approval is subject to the access to the property being constructed to County standards. Failure to do so shall render this permit Null and Void.**

2. Minimum building setbacks: 38.1 meters (125 feet) front (east) yard; 7.62 meters (25 feet) rear yard; 7.62 meters (25 feet) north side yard, 15.24 meters (50 feet) south side yard, from the property lines. **A Municipal Reserve lot exists adjacent to the west property line and no construction or development is permitted in or on this Municipal Reserve lot. All setbacks are to be measured from your property lines.**
3. The undercarriage of the mobile home and addition shall be screened from view by skirting or such other means satisfactory to the Development Authority.
4. 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 and the aesthetics of the neighbouring houses to the satisfaction of the Development Authority.
5. Provide adequate off street parking as follows: The minimum parking shall be 300 square feet per vehicle owned plus an additional 500 square feet for off street parking. *“One parking space, including the driveway area, shall occupy a minimum of 300 square feet.”*
6. Building to be connected to the Municipal water and the cost of connection fee will be borne by the owner where applicable.
7. All sewage disposal systems to be in conformance with the Alberta Private Sewage Treatment and Disposal Regulations.
8. 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 to Mackenzie County standards and at the developers' expense.
9. **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.**

10. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.

**CARRIED**

**5. SUBDIVISION**

- a) **Subdivision Application 15-SUB-09  
NE 24-105-15-W5M; Wilson Prairie Area  
David D. and Agnes Neufeld**

**MOTION 09-216      MOVED** by Ed Froese

That subdivision application 15-SUB-09 in the name of David D. and Agnes Neufeld, on NE 24-105-15-W5M be approved with the following conditions:

1. This approval is for a single lot subdivision, approximately 6.2 acres (2.51 hectares) in size.
2. Applicant/developer shall enter into a Developer's 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 developer's expense. The access to the subdivision and the balance of the quarter section shall be off of Range Road 15-0. No additional accesses off of Wilson Prairie Road are permitted.
  - c. All sewage disposals shall conform to the Alberta Private Sewage Treatment and Disposal Regulations.
  - d. Provision of a storm water management plan. Contact Marion Krahn, Development Officer, at 780-928-3983 to discuss the requirements for your subdivision.
  - e. Provision of municipal reserve in the form of money in lieu of land. Specific amount is based on 10% of the



subject land and on the current market value. The current market value for this property is \$5,636.94 per acre. Municipal reserve is charged at 10%, which is \$563.69 per subdivided acre. 6.2 acres times \$563.69 equals \$3,494.88.

- f. The existing vacant subdivision, Plan 072 7058, Block 1, Lot 1, to be used for a church, is required to be rezoned from Agricultural District 1 "A1" to Public/Institutional District "HP".
- g. Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.
- h. Provision of utility right-of-way as required by Northern Lights Gas Co-op.
- i. Subdivision must meet ATCO Electric's conditions as follows:
  - i. Any existing power line easements and/or utility right-of-ways must remain in place.
  - ii. No driveways or approaches may be installed under the power line without first obtaining a Crossing Agreement from ATCO Electric.
  - iii. Costs associated with changes required to correct any line clearance problems as a result of the lot development shall be borne by the developer.
  - iv. Any costs incurred for the relocation or repair of the existing electrical facilities will be the responsibility of the developer.
  - v. No work shall proceed under the power line without first receiving written permission from ATCO Electric.
  - vi. There must be 9 meters clearance from all buildings, trees, and materials to the power line. The existing and any future power line route will require maintenance of a cleared right-of-way to ground level and to a minimum

width of 7.0 meters on either side of the line route. The owner should be aware of the potential for brushing along the existing and possible future power line alignment.

- vii. If the County, in conjunction with the subdivision approval, takes title to a portion of the property to allow for future road widening, the power line which is presently outside the road allowance will then effectively be located within the new road allowance.

**CARRIED**

- b) **Subdivision Proposal  
NW 22-110-19-W5M; High Level Rural  
Blue Sky Alberta**

**MOTION 09-217      MOVED** by Jack Eccles

That the Municipal Planning Commission supports the subdivision proposal of NW 22-110-19-W5M in the name of Blue Sky Alberta as presented.

**CARRIED**

**6.      MISCELLANEOUS ITEMS**

- a) **Action List**

The Action List of July 6, 2009 was reviewed.

- c) **Bylaw 727/09 Land Use Bylaw Amendment**

**MOTION 09-218      MOVED** by Jack Eccles

That Bylaw 727/09 be received for information.

**CARRIED**

7. **IN CAMERA**

There were no In Camera items to discuss.

8. **NEXT MEETING DATES**

Municipal Planning Commission meeting dates are scheduled as follows:

- ❖ August 6, 2009 at 10:00 a.m. in La Crete
- ❖ August 26, 2009 at 2:00 p.m. in Fort Vermilion

9. **ADJOURNMENT**

**MOTION 09-219** **MOVED** by Ed Froese

That the Municipal Planning Commission meeting be adjourned at 10:48 a.m.

**CARRIED**

These minutes were adopted this 6 day of August, 2009.

**Mackenzie County  
Municipal Planning Commission Meeting**

**Heritage Centre  
La Crete, Alberta**

**Thursday, August 6, 2009 @ 10:00 a.m.**

**PRESENT**

Peter Braun	Chair, Deputy Reeve
Beth Kappelar	Vice-Chair
Ed Froese	Councillor, MPC Member
Jack Eccles	MPC Member
Manfred Gross	MPC Member
Ryan Becker	Director of Planning and Emergency Services
Marion Krahn	Development Officer
Liane Lambert	Development Officer
Sarah Martens	Planning and Emergency Services Administrative Officer
Jake Derksen	Permit Clerk

**DELEGATIONS**

Reuben Derksen	Developer
John W. Driedger	Councillor (Arrived at 10:50 a.m.)

**1. CALL TO ORDER**

Peter Braun called the meeting to order at 10:07 a.m.

**2. ADOPTION OF AGENDA**

**MOTION 09-220** **MOVED** by Jack Eccles

That the agenda be adopted with the following additions:

6g) Fee Schedule Bylaw

7a) Vanguard Realty Ltd.

**CARRIED**

3. **MINUTES**

a) **Adoption of Minutes**

**MOTION 09-221** **MOVED** by Beth Kappelar

That the minutes of the July 16, 2009 Municipal Planning Commission meeting be adopted as presented.

**CARRIED**

b) **Business Arising from Previous Minutes**

No business arising from previous minutes.

4. **DEVELOPMENT**

Development items 4a through 4k to be discussed later in the meeting.

5. **SUBDIVISION**

Subdivision item 5a to be discussed later in the meeting.

b) **Subdivision Application 16-SUB-09**  
**SE 8-106-15-W5M; La Crete**  
**Reuben and Trudy Derksen**

Reuben Derksen was present to discuss his subdivision application. Reuben indicated that he is not in favour of registering a Right-of-Way through his lands for the waterline to Plan 992-6736, Block 1, Lot 1. The Municipal Planning Commission considered potential liability concerns pertaining to the waterline.

**MOTION 09-222** **MOVED** by Beth Kappelar

That the Subdivision Application on SE 8-106-15-W5M in the name of Reuben and Trudy Derksen be tabled to in camera.

**CARRIED**

4. **DEVELOPMENT**

- a) **Development Permit Application 175-DP-09**  
**Suzanne Fehr (La Crete Jungle Gym)**  
**Indoor Recreation/Retail Service**  
**Plan 1160NY, Block 3, Lot 4; La Crete**

**MOTION 09-223**    **MOVED** by Ed Froese

That Development Permit 175-DP-09 on Plan 1160NY, Block 3, Lot 4 in the name of Suzanne Fehr (La Crete Jungle Gym) 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 has been granted to allow the operation of the indoor recreation service (gym) in the proposed building.**
2. Comply with applicable legislation under the Public Health Act and obtain the appropriate approvals prior to commencement of development, if required. Contact the Health Inspector at 926-7000.
3. Obtain all other approvals from other Government Agencies as required. (Agriculture, Environment, Housing and Consumer Affairs Division, etc.)

**CARRIED**

- b) **Development Permit Application 176-DP-09**  
**Jane Groenewegen (Greenway Holdings Inc.)**  
**Bed and Breakfast**  
**SW 21-110-19-W5M; High Level Rural**

**MOTION 09-224**    **MOVED** by Beth Kappelar

That Development Permit 176-DP-09 on SW 21-110-19-W5M in the name of the Jane Groenewegen (Greenway Holdings Inc.) 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. **Approval must be obtained from Alberta Transportation. All conditions and requirements by Alberta**

**Transportation are to be met to their specifications and standards.**

- 2. The development shall meet all Alberta Safety Code requirements for Public Buildings/Structures and any other requirements specified by Safety Codes. Failure to do so shall render this permit Null and Void.**
3. At all times, the privacy of neighbours shall be preserved and shall not unduly offend the surrounding residents by way of noise, traffic and late visitations by clients/visitors, etc.
- 4. Any further development or building construction shall obtain a development permit prior to commencement.**
5. Comply with applicable legislation under the Public Health Act and obtain the appropriate approvals prior to commencement of development. Contact the Health Inspector at 780-841-3275.
6. Any new requests for water connection to the Town of High Level's water line must obtain approval first. Contact the Town of High Level at (780) 926-2201.
7. Minimum building setbacks: 41.15 meters (135 feet) from any road allowances and 15.24 meters (50 feet) from any other property lines.
8. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards.
9. All sewage disposal systems to be in conformance with the Alberta Private Sewage Treatment and Disposal Regulations.
10. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Road/Maintenance Department for Mackenzie County at 780-927-3718. Access to be constructed to Mackenzie County standards at the developers' expense.
11. 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.

12. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
13. **Any sign placed within the Highway Right of Way shall be approved by Alberta Transportation prior to placement.**
14. If a sign is placed on the **property** adjacent to a local road, shall be located a minimum of:
  - i. 200 meters from regulatory signs
  - ii. 3 meters (9 feet) from the outer edge of the road or not less than 1.5 meters from the property line if on private property.
15. The sign shall be a minimum of 1.5 meters to a maximum of 2.5 meters in height above the shoulder of the road.
16. The sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.
17. The sign shall:
  - i. Not obstruct the orderly and safe flow of vehicular and pedestrian traffic.
  - ii. Not unduly interfere with the amenities of the district.
  - iii. Not materially interfere with or affect the use, enjoyment or value of neighbouring properties.
  - iv. Not create visual or aesthetic blight.

**CARRIED**

- c) **Development Permit Application 179-DP-09  
Square D Carpentry; Repair Shop – Commercial and  
Industrial Vehicles and Equipment  
Plan 042 6072, Block 2, Lot 4; La Crete**

**MOTION 09-225**      **MOVED** by Jack Eccles

That Development Permit 179-DP-09 on Plan 042 6072, Block 2, Lot 4 in the name of Square D. Carpentry 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 approval is subject to the construction of an access to the property to County standards.** PRIOR to installation of any 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 to Mackenzie County standards and at the developer's expense.
2. **The Repair 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.**
3. Prior to commencement of any construction, contact John Klassen, Director of Operations (South) at 780-928-3983 to identify water line size for service and fire protection.
4. Building to be connected to the Municipal water and sewer system and the cost of connection fees will be borne by the owner.
5. **Minimum building setbacks: 9.14 meters (30 feet) front (north) yard; 1.52 meters (5 feet) east and west side yards; 3.05 meters (10 feet) rear (south) 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.**
6. New construction only. 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 Authority.
7. **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.**
8. Provide adequate off street parking as follows: The minimum parking standards are 1 space per 400 square feet of building area, which in this case is 25 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)."*

9. The municipality has assigned the following address to the noted property 9507-94 Avenue. You are required to display the address (9507) 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.
10. If a sign is placed on the property the sign shall be located a minimum of:
  - a. 20 meters from regulatory signs, and
  - b. No less than 1.5 meters from the curb/sidewalk.
11. The sign shall be a minimum of 2 meters in height above the curb/sidewalk.
12. The sign and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.
13. 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.
  - d. Not create visual or aesthetic blight.
14. The total site area shall have a positive surface drainage without adversely affecting the neighbouring properties.

**CARRIED**

- d) Development Permit Application 180-DP-09  
Contractor Leasing Corporation; Contractor's Business  
(Maintenance Yard and Truck Storage)  
Part of SE 14-108-13-W5M; Fort Vermilion Rural**

**MOTION 09-226**    **MOVED** by Beth Kappelar

That Development Permit 180-DP-09 on Part of SE 14-108-13-W5M in the name of Contractor's Leasing Corporation 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 property is located within 800 meters of an intersection of a Highway and a local road and therefore requires approval by Alberta Transportation prior to the**

**commencement of construction. Contact Robert Lindsay at 780-624-6547 to obtain the necessary Roadside Development Permit and any other permissions' required by Alberta Transportation.**

2. All conditions and requirements by Alberta Transportation are to be met to their specifications and standards.
3. The shop shall meet all Alberta Safety Code requirements for Commercial Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.
4. 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 780-927-3718. Access to be constructed to Mackenzie County standards and at the developer's expense.
5. An unlit sign to identify the Contractors Business may be placed in a window or exterior of the shop and the sign shall not exceed 1.1 meters (12 square feet).
6. **Any sign placed within the Highway Right of Way shall be approved by Alberta Transportation prior to placement.**
7. If a sign is placed on the property adjacent to a local road, shall be located a minimum of:
  - i. 200 meters from regulatory signs
  - ii. 3 meters (9 feet) from the outer edge of the road or not less than 1.5 meters from the property line if on private property.
8. The sign shall be a minimum of 1.5 meters to a maximum of 2.5 meters in height above the shoulder of the road.
9. The sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.
10. The sign shall:
  - i. Not obstruct the orderly and safe flow of vehicular and pedestrian traffic.
  - ii. Not unduly interfere with the amenities of the district.
  - iii. Not materially interfere with or affect the use, enjoyment or value of neighbouring properties.
  - iv. Not create visual or aesthetic blight.

11. The total site area (lot) shall have a positive surface drainage without adversely affecting neighboring property.

**CARRIED**

- e) **Development Permit Application 186-DP-09  
409508 Alberta Ltd.; Repair Shop – Commercial and  
Industrial Vehicles and Equipment  
Plan 072 7718, Block 2, Lot 5; La Crete**

**MOTION 09-227**      **MOVED** by Manfred Gross

That Development Permit 186-DP-09 on Plan 072 7718, Block 2, Lot 5 in the name of 409508 Alberta Ltd. 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. **PRIOR to commencement of construction of the Repair Shop, the developer is required to construct a County approved access to the property, the process for which is outlined in Condition 2.**
2. **This permit approval is subject to the construction of an access to the property to County standards.** PRIOR to installation of any 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 to Mackenzie County standards and at the developer's expense.
3. **The Repair 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.**
4. Prior to commencement of any construction, contact John Klassen, Director of Operations (South) at 780-928-3983 to identify water line size for service and fire protection.
5. Building to be connected to the Municipal water and sewer system and the cost of connection fees will be borne by the owner.
6. **Minimum building setbacks: 9.14 meters (30 feet) front (east) yard; 3.05 meters (10 feet) north side yard; 9.14**

**meters (30 feet) south side yard; 9.14 meters (30 feet) rear (east) 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.**

7. New construction only. 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 Authority.
8. **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.**
9. Provide adequate off street parking as follows: The minimum parking standards are 1 space per 400 square feet of building area, which in this case is 20 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)."*
10. The municipality has assigned the following address to the noted property 10304-95 Street. You are required to display the address (10304) 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.
11. If a sign is placed on the property the sign shall be located a minimum of:
  - a. 20 meters from regulatory signs
  - b. 3 meters (9 feet) from the outer edge of the road or not less than 1.5 meters from the property line if on private property.
12. The sign shall be a minimum of 2 meters in height above the shoulder of the road.
13. The sign and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.
14. 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.
- d. Not create visual or aesthetic blight.

15. The total site area shall have a positive surface drainage without adversely affecting the neighbouring properties.

**CARRIED**

- f) **Development Permit Application 188-DP-09  
Les Neudorf; 5 Foot Fence with 2 Foot Variance  
Plan 002 4548, Block 25, Lot 9A; La Crete**

**MOTION 09-228**      **MOVED** by Manfred Gross

That Development Permit 188-DP-09 on Plan 002 4548, Block 25, Lot 9A in the name of Les Neudorf 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. Approval of a fence with variance as noted in condition 2.
- 2. Maximum height of fence: Five (5) feet, placement as shown in the attached site plan.
- 3. 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.
- 4. The fence shall not encroach onto adjacent properties.

**CARRIED**

**g) Development Permit Application 189-DP-09  
Dave Gerbrandt; Mobile Home Addition with Deck and  
Attached Garage; Remove existing Mobile Home Addition  
and Ancillary Building (Detached Garage)  
Plan 782 0147, Block 1, Lot 28; La Crete**

**MOTION 09-229**      **MOVED** by Jack Eccles

That Development Permit 189-DP-09 on Plan 782 0147, Block 1, Lot 28 in the name of Dave Gerbrandt 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. Minimum building (including deck) setbacks are: 7.62 meters (25 feet) front (east) yard; 2.44 meters (8 feet) rear (west) yard; 1.52 meters (5 feet) north and south side yard, from the property lines.
2. The existing Mobile Home Addition and Ancillary Building (Detached Garage) shall be removed from the property prior to construction of the new Mobile Home Addition with Deck and Attached Garage.
3. The architecture, construction materials and appearance of the Mobile Home Addition, Deck and Attached Garage shall be to accepted standards and shall compliment the natural features and character of the site to the satisfaction of the Development Authority. The exterior of the Mobile Home Addition and Attached Garage shall be similar in appearance and color to the existing Mobile Home.
4. The undercarriage of the Mobile Home Addition shall be screened from view by skirting or such other means satisfactory to the Development Authority.
5. The Municipality has assigned the following address to the noted property 9506-101 Street. You are required to display the address (9506) 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. Building to be connected to the Municipal water and sewer system and the cost of connection fees will be borne by the developer.
7. Provide adequate off street parking as follows: The minimum parking shall be 300 square feet per vehicle owned plus an

additional 500 square feet for off street parking. *“One parking space, including the driveway area, shall occupy 300 square feet.”*

8. 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 to Mackenzie County standards at the developer’s expense.
9. **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.**
10. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighboring properties.

**CARRIED**

- h) Development Permit Application 193-DP-09  
Northern Lakes College; Replace Main College Sign  
Plan 580KS, Lot M (College Location); Fort Vermilion**

**MOTION 09-230**      **MOVED** by Beth Kappelar

That Development Permit 193-DP-09 on Plan 580KS, Lot M in the name of Northern Lakes College 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. **All sign locations shall be approved by the Road Departments, prior to the erection of the signs. Contact Dave Crichton, Director of Operations North, at 780-927-3718 for arrangements.**
2. The two small directional signs originally approved in Permit 258-DP-08 shall not be installed upon placement of the new 4’ x 8’ Backlight Main Sign located on College property.
3. The sign shall be a minimum of 1.5 meters to a maximum of 2.5 meters in height above the shoulder of the road.



4. The sign shall be located within the property lines of Plan 580KS, Lot M
5. 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.
  - d. Not create visual or aesthetic blight.
6. Illumination of the sign must not negatively affect, nor pose a safety hazard to, an adjacent site or street.
7. Wiring and conduits of the sign must be concealed from view.

**CARRIED**

- i) **Development Permit Application 195-DP-09  
Billy Neudorf; Mobile Home Attached Garage  
Part of NE 6-106-15-W5M (Plan 062 7138, Block 3, Lot 10)  
La Crete Rural – River Drive Developments**

**MOTION 09-231**      **MOVED** by Ed Froese

That Development Permit 195-DP-09 on Part of NE 6-106-15-W5M (Plan 062 7138, Block 3, Lot 10) in the name of the Billy Neudorf 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 approval is subject to the access to the property being constructed to County standards. Failure to do so shall render this permit Null and Void.**
2. Minimum building setbacks: 38.1 meters (125 feet) front (east) yard; 7.62 meters (25 feet) rear yard; 7.62 meters (25 feet) north side yard, 15.24 meters (50 feet) south side yard, from the property lines. **A Municipal Reserve lot exists adjacent to the west property line and no construction or development is permitted in or on this Municipal Reserve lot. All setbacks are to be measured from your property lines.**
3. 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 and the aesthetics of the neighbouring houses to the satisfaction of the Development Authority. **The exterior of the Attached Garage shall be similar in appearance and color to the Mobile Home and addition.**

4. Provide adequate off street parking as follows: The minimum parking shall be 300 square feet per vehicle owned plus an additional 500 square feet for off street parking. *“One parking space, including the driveway area, shall occupy a minimum of 300 square feet.”*
5. Building to be connected to the Municipal water and the cost of connection fee will be borne by the owner where applicable.
6. All sewage disposal systems to be in conformance with the Alberta Private Sewage Treatment and Disposal Regulations.
7. 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 to Mackenzie County standards and at the developers' expense.
8. **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.**
9. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.

**CARRIED**

- j) **Development Permit Application 196-DP-09  
Team Auctioneers; Auction Mart  
Plan 072 7718, Block 2, Lot 4  
La Crete – North Point Business Park**

**MOTION 09-232**      **MOVED** by Ed Froese

That Development Permit 196-DP-09 on Plan 072 7718, Block 2, Lot 4 in the name of the Team Auctioneers 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. **Construction/development commenced prior to the issuance of the Development Permit therefore the developer shall pay the penalty fee of \$100.00.**
2. **This Permit may be revoked at any time, if, in the opinion of the Development Authority, the Auction Mart has become detrimental or otherwise incompatible with the amenities of the neighborhood.**
3. Provide adequate off street parking as follows: The minimum parking standards are 1 space per acre of ground area used for auction sales, which in this case is 143 public parking stalls, 1 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)."* **NO ON STREET PARKING IS PERMITTED. ON AUCTION DAYS THE DEVELOPER IS REQUIRED TO POST "NO PARKING SIGNS" ALONG THE ROAD.**
4. **Parking attendants are required for Auction Sale dates to direct Auction attendees to designated parking areas.**
5. **PRIOR to any new construction taking place on the subject property contact the Development Department for a Development Permit.**
6. **This permit approval is subject to the construction of an access to the property to County standards.** **PRIOR** to installation of any 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 to Mackenzie County standards and at the developer's expense.
7. **The developer is required to make necessary arrangements with adjacent landowners for offsite parking.**
8. If a sign is placed on the property the sign shall be located a minimum of:
  - a. 20 meters from regulatory signs
  - b. 3 meters (9 feet) from the outer edge of the road or not less than 1.5 meters from the property line if on private property.

9. The sign shall be a minimum of 2 meters in height above the shoulder of the road.
10. The sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.
11. 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.
  - d. Not create visual or aesthetic blight.
12. The total site area shall have a positive surface drainage without adversely affecting the neighbouring properties.

**CARRIED**

- k) **Development Permit Application 198-DP-09  
Jake Doerksen; Mobile Home with 2 Decks  
Plan 2938RS, Block 11, Lot 7; Fort Vermilion**

**MOTION 09-233**     **MOVED** by Manfred Gross

That Development Permit 198-DP-09 on Plan 2938RS, Block 11, Lot 7 in the name of Jake Doerksen 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. **Construction commenced prior to the approval of the Development permit, therefore the developer shall pay the penalty fee of \$500.00.**
2. **Minimum building setbacks:**
  - a. **25 feet (7.6 meters) front yard facing 53<sup>rd</sup> street;**
  - b. **10 feet (3.0 meters) side yard facing 48<sup>th</sup> Ave;**
  - c. **5 feet (1.5 meters) north side yard,**
  - d. **8 feet (2.4 meters) rear yard from the property lines.**
3. The architecture, construction materials and appearance of ancillary buildings and other structures shall compliment the natural features and character of the site to the satisfaction of the Development Officer.

4. The Mobile Home shall conform to the Alberta Building Code.
5. The undercarriage of the mobile home shall be screened from view by skirting or such other means satisfactory to the Development Authority.
6. The Municipality has assigned the following address to the noted property **4802-53<sup>rd</sup> St.** You are required to display the address (**4802**) 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.
7. Provide adequate off street parking as follows: The minimum parking shall be 300 square feet per vehicle owned plus an additional 500 square feet for off street parking. *“One parking space, including the driveway area, shall occupy 300 square feet.”*
8. Building to be connected to the Municipal water and sewer system and the cost of connection fees will be borne by the owner.
9. No construction or development is allowed on or in a rights-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 rights-of-way.
10. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Road/Maintenance Department for Mackenzie County at (780) 927-3718. Access to be constructed to Mackenzie County standards and at the developers expense.
11. The total site area (lot) shall have a positive surface drainage without adversely affect the neighbouring properties.

**CARRIED**

**5. SUBDIVISION**

- a) **Subdivision Application 16-SUB-08  
SE 7-109-19-W5M; High Level Rural  
Abe Wolfe**

**MOTION 09-234      MOVED** by Jack Eccles

That a time extension for 16-SUB-08 on SE 7-109-19-W5M in the name of Abe Wolfe be granted to expire on August 6, 2010. No further time extensions for this subdivision will be granted.

**CARRIED**

**6. MISCELLANEOUS ITEMS**

- a) **Bylaw 727/09 Land Use Bylaw Amendment  
Keeping of Animals in Rural Country Residential  
District 1, 2, 3 and 4 "RC1", "RC2", "RC3" and "RC4"**

**MOTION 09-235      MOVED** by Manfred Gross

That Bylaw 727/09, being a Land Use Bylaw amendment to address the Keeping of Animals in Rural Country Residential District 1, 2, 3 and 4 "RC1", "RC2", "RC3" and "RC4" be received for information.

**CARRIED**

- b) **Bylaw 729/09 Land Use Bylaw Amendment to  
Rezone Multiple Properties**

**MOTION 09-236      MOVED** by Beth Kappelar

That Bylaw 729/09, being a Land Use Bylaw amendment to rezone:

Plan 2504TR, Block 7, Lots 3 through 8, Plan 3969TR, Block 4, Lots 2 through 7, Plan 1160NY, Block 1, Lot 2 (being Title Number 022 234 423 and 062 523 892), Plan 962 4008, Block 5, Lot 35, Plan 5232TR, Block 6, Lot 3 (being Title Number 002 249 015 and 072 366 443), Plan 942 0787, Block 6, Lots 5 through 7, Plan 942 3391, Block 6, Lot 5, Plan 782 0147, Block 1, Lots 18, 36 and 37, Plan 782 0147, Block 15, Lots 1, 2, 13 and 14, Plan 1878TR, Lot B,

Plan 872 1101, Lot C, Part of NE 4-106-15-W5M (being Title Number 092 021 621)

from Hamlet Residential-Commercial Transitional District "HRCT" to Hamlet Residential District 1 "HR1" be received for information.

**CARRIED**

- c) **Bylaw 731/09 Cancellation and Consolidation of Lots Plan 032 3561, Block 7, Lots 2, 3, and 4; La Crete 1366261 Alberta Ltd.**

**MOTION 09-237      MOVED** by Ed Froese

That the Municipal Planning Commission recommendation to Council be for the approval of the Bylaw 731/09 for the cancellation and consolidation of subdivision Plan 032 3561, Block 7, Lots 2, 3 and 4, subject to the public hearing input.

**CARRIED**

- d) **Bylaw 732/09 Subdivision Plan Cancellation Part of SE 22-106-15-W5M (Plan 972 2460, Lot 1) La Crete Rural Jacob and Sarah Wiebe**

**MOTION 09-238      MOVED** by Beth Kappelar

That the Municipal Planning Commission recommendation to Council be for the approval of the Bylaw 732/09 for the cancellation of subdivision plan Plan 972 2460, Lot 1 for the purpose of reverting the lands back into SE 22-106-15-W5M, from which the subdivision was taken, subject to the public hearing input.

**CARRIED**

- e) **Development Statistics Report January to June Comparison (2007-2009)**

**MOTION 09-239      MOVED** by Ed Froese

That the Development Statistics Report be received for information.

**CARRIED**

f) **Action List**

The Action List of July 16, 2009 was reviewed.

g) **Fee Schedule Bylaw**

**MOTION 09-240**    **MOVED** by Manfred Gross

That Development staff research options for the subdivision extension fees and bring them back to the August 27, 2009 Municipal Planning Commission Meeting.

**CARRIED**

Chair Braun called a recess at 11:25 a.m.

Chair Braun reconvened the meeting at 11:37 a.m.

7.    **IN CAMERA**

**MOTION 09-241**    **MOVED** by Manfred Gross

The Municipal Planning Commission go in camera at 11:38 a.m.

**CARRIED**

**MOTION 09-242**    **MOVED** by Ed Froese

The Municipal Planning Commission come out of in camera at 12:15 p.m.

**CARRIED**

a) **Vangard Realty Ltd.**

**MOTION 09-243**    **MOVED** by Ed Froese

That the Planning Department research options to address Municipal Reserve and that these options be presented at the August 27, 2009 Municipal Planning Commission meeting.

**CARRIED**



5. **SUBDIVISION**

- b) **Subdivision Application 16-SUB-09  
SE 8-106-15-W5M; La Crete  
Reuben and Trudy Derksen**

**MOTION 09-244**      **MOVED** by Manfred Gross

That Subdivision Application 16-SUB-09 on SE 8-106-15-W5M in the name of Reuben and Trudy Derksen be tabled to the next Municipal Planning Commission meeting for further information.

**CARRIED**

8. **NEXT MEETING DATES**

Municipal Planning Commission meeting dates are scheduled as follows:

- ❖ August 27, 2009 at 1:00 p.m. in Fort Vermilion
- ❖ September 10, 2009 at 10:00 a.m. in La Crete

9. **ADJOURNMENT**

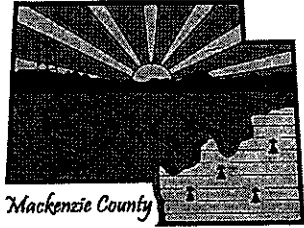
**MOTION 09-245**      **MOVED** by Jack Eccles

That the Municipal Planning Commission meeting be adjourned at 12:21 p.m.

**CARRIED**

These minutes were adopted this 27 day of August, 2009.





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>September 8, 2009</b>
<b>Presented By:</b>	<b>William Kostiw, Chief Administrative Officer</b>
<b>Title:</b>	<b>Agricultural Service Board Meeting Minutes May 6, June 18, and August 10, 2009</b>

### BACKGROUND / PROPOSAL:

Information item. The adopted minutes of the May 6<sup>th</sup> and June 18<sup>th</sup>, 2009 and the draft minutes of the August 10<sup>th</sup>, 2009 meetings are attached.

### OPTIONS & BENEFITS:

### COSTS & SOURCE OF FUNDING:

### RECOMMENDED ACTION:

That the Agricultural Service Board meeting minutes for May 6, June 18, and August 10, 2009 be received for information.

Author: \_\_\_\_\_ Reviewed By: \_\_\_\_\_ CAO \_\_\_\_\_



**MACKENZIE COUNTY  
AGRICULTURAL SERVICE BOARD MEETING**

**Wednesday May 6, 2009**

**10:00 a.m.**

**Council Chambers  
Fort Vermilion AB**

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

**ABSENT:**

<b>ALSO</b>	Grant Smith	Agricultural Fieldman
<b>PRESENT:</b>	Colleen Nate	Admin Assistant, Recording Secretary
	Dave Crichton	Director of Operations (North)
	John Klassen	Director of Operations (South)
	Bill Kostiw	CAO
	John Perversiff	Rate Payer

**Minutes of the Agricultural Service Board meeting for Mackenzie County held on Wednesday May 6, 2009 Fort Vermilion Council Chambers.**

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

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

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

**MOTION 09-030            MOVED by Joe Peters**

That the agenda be adopted with the additions of 5.h) Highway 88 Ptarmigan Creek; 5.i) Teaurangau Lake; 5.j) High Level Drainage (CN); 5.k) Boyer Erosion; 5.l) Ronnie Boehlig; 5.m) Jake Martins 103-0.

**CARRIED**

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

**MOTION 09-031**

**MOVED** by Dicky Driedger

That the minutes of the February 27, 2009 Agricultural Service Board meeting be adopted as presented.

**MOTION 09-032**

**5. a) Highway 58 Culvert/Creek.**

**Moved** by Eric Jorgenson

**That Administration is to investigate further and bring update to next meeting.**

**Carried**

**5. b) Beaver Control RFD**

**MOTION 09-033**

**Moved** by Dicky Driedger

That a cap of \$25,000 be put on the Beaver Control Program for local trappers association. \$15,000 for Rocky Lane area and \$10,000 for La Crete area.

**Carried**

**5. c) Township Road 103-2**

**MOTION 09-034**

**Moved** by Dicky Driedger

That the construction of Township Road 103-2 be taken over by the public works department, funding will come from the Blue Hills storm drainage budget.

**Carried**

**5. d) Fort Vermilion South Letter**

**MOTION 09-035**

**Moved** by Joe Peters

That the letter from Genivar regarding Fort Vermilion South be accepted as information.

**Carried**

**5. e) 2008 ASB Grant**

**MOTION 09-036**

**Moved by** Richard Marshall

That the 2008 ASB Grant be accepted as information.

**Carried**

**5. f) 2008 Provincial Conference Resolutions Results**

**MOTION 09-037**

**Moved by** Richard Marshall

That the 2008 Provincial Conference Resolutions Results be accepted as information.

**Carried**

**MOTION 09-038**

**5.g) 2009 ASB Tour**

**Moved by** Joe Peters

That the members of the ASB attend the 2009 summer tour.

**Carried**

**MOTION 09-039**

**5.h) Highway 88 Ptarmigan Creek**

**Moved by** Dicky Driedger

That the information regarding Ptarmigan Creek be accepted as information.

**Carried**

**MOTION 09-040**

**Moved by** Joe Peters

That the ASB move in Camera at 12:00 pm.

**Carried**

**MOTION 09-041**

**Moved by** Dicky Driedger

That the ASB move out of camera at 12:05 pm.

**Carried**

**MOTION 09-042**

**5.i) Teaurangau Lake**

**Moved by** Richard Marshall

That a letter to be written to Peter Krahn requesting that he cease and desist with the installation of a culvert.

**Carried.**

**MOTION 09-043**

**5. j) High Level Drainage (CN)**

**Moved by** Dicky Driedger

That the ASB do more investigation regarding High Level Drainage.

**Carried**

**MOTION 09-044**

**5. k) Boyer Erosion**

**Moved by** Eric Jorgenson

That Eric Jorgenson, Dave Crichton and Grant Smith take a look at the Boyer Erosion issues.

**Carried**

**MOTION 09-045**

**5. l) Ronnie Boehlig**

**Moved by** Dicky Driedger

That the information regarding Ronnie Boehlig be accepted as information.

**Carried**

**MOTION 09-046**

**5. m) Jake Martins 103-0**

**Moved By** Dicky Driedger

That administration look into the concerns Jake Martins has with township road 103-0.



**Carried.**

**NEXT MEETING DATE**      **June 18 2009 1:00 PM Fort Vermilion Council Chambers.**

**ADJOURNMENT**              **9. a) Adjournment**  
**MOTION 09-047**            **Moved by Dicky Driedger**

That the Agricultural Service Board Meeting be adjourned at  
12:30 pm.

These minutes were approved on June 18, 2009.

---

Bill Neufeld, Chair

---

Grant Smith, Agricultural Fieldman



**MACKENZIE COUNTY  
AGRICULTURAL SERVICE BOARD MEETING**

**Thursday June 18, 2009  
10:00 a.m.  
Heritage Centre  
La Crete AB**

<b>PRESENT:</b>	Bill Neufeld Dicky Driedger Joe Peters Eric Jorgenson	Chair Council Representative Member at Large Member at Large
<b>ABSENT:</b>	Richard Marshall	Member at Large
<b>ALSO PRESENT:</b>	Grant Smith Colleen Nate	Agricultural Fieldman Admin Assistant, Recording Secretary

**Minutes of the Agricultural Service Board meeting for Mackenzie County held on Thursday June 18, 2009 La Crete Heritage Centre.**

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

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

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

**MOTION 09-048            MOVED by Joe Peters**

That the agenda be adopted with the additions of 5f) Land use Framework; 5g) Bob Wiebe (Water Problems); 5h) West La Crete Drainage; 5i) Buffalo Head Drainage; 5j) Grass Seeding.

**CARRIED**

**ADOPTION OF THE  
PREVIOUS MINUTES:    3. a) Minutes of the May 6,2009 Agricultural Service Board Meeting**

**MOTION 09-049            MOVED by Dicky Driedger**

That the minutes of the May 6, 2009 Agricultural Service Board meeting be adopted with the corrections to 3a).

**BUSINESS ARISING  
OUT OF THE MINUTES:**

**MOTION 09-050**

**4,a) John Perversiff**

Eric Jorgenson spoke with John Perversiff in regards to local trappers association trapping beaver on his farmland.

Moved for Information

**MOTION 09-051**

**5. a) Fieldmen Report /Project update**

**Moved** by Eric Jorgenson

**That the Fieldmen Report be accepted as information.**

**Carried**

**MOTION 09-052**

**5. b) Bluehills Erosion Project (103-0)**

**Moved** by Joe Peters

That the Bluehills Erosion Project be received for information.

**Carried**

**MOTION 09-53**

**5. c) TWP Road 103-0 Extension**

**Moved** by Dicky Driedger

That the ASB extend TWP Road 103-0 1 mile west, with funding coming out of current project budget.

**Carried**

**MOTION 09-054**

**5. d) Spending Report**

**Moved** by Joe Peters

That the Spending Report be received as information.

**Carried**

**MOTION 09-055**

**5. e) Farm Family Award**

**Moved by** Dicky Driedger

That the Farm Family Award be received as information.

**Carried**

**MOTION 09-056**

**5. f) Land Use Frame Work (Fort Vermilion)**

**Moved by** Joe Peters

That the ASB members be allowed attend the Land Use Framework meetings.

**Carried**

**MOTION 09-057**

**5.g) Bob Wiebe (Water Issues)**

**Moved by** Dicky Driedger

That the discussion regarding Bob Wiebe's water issues be accepted as information.

**Carried**

**MOTION 09-058**

**5.h) West La Crete Drainage**

**Moved by** Joe Peters

Ag Fieldmen is to discuss the completion of the west La Crete drainage project with John Klassen.

**Carried**

**MOTION 09-059**

**5.i) Buffalo Head Drainage**

**Moved by** Dicky Driedger

That Administration is to meet with Alberta Transportation and County CAO in regards to completing the Buffalo Head Drainage Project.

**Carried**

**MOTION 09-060**

**5.j) Grass Seeding**

**Moved by** Eric Jorgenson

That the ASB coordinate with Public Works to use GML staff to reseed and harrow ditches as needed.

**Carried**

**SET NEXT MEETING  
DATE**

**August 7, 2009 10:00 AM Fort Vermilion Council Chambers.**

**MOTION 09-061**

**9. a) Adjournment**

**Moved by** Dicky Driedger

That the Agricultural Service Board Meeting be adjourned at 11:05 AM.

These minutes were approved on August 10, 2009.

\_\_\_\_\_  
Bill Neufeld, Chair

\_\_\_\_\_  
Grant Smith, Agricultural Fieldman

**MACKENZIE COUNTY  
AGRICULTURAL SERVICE BOARD MEETING**

**Monday August 10, 2009**

**10:00 a.m.**

**Council Chambers  
Fort Vermilion, AB**

<b>PRESENT:</b>	Bill Neufeld	Chair
	Dicky Driedger	Council Representative
	Joe Peters	Member at Large
	Eric Jorgenson	Member at Large
<b>ABSENT:</b>	Richard Marshall	Member at Large
<b>ALSO</b>	Grant Smith	Agricultural Fieldman
<b>PRESENT:</b>	Colleen Nate	Admin Assistant, Recording Secretary

**Minutes of the Agricultural Service Board meeting for Mackenzie County held on Monday August 10, 2009.**

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

Chair Neufeld called the meeting to order at 10:15am.

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

**MOTION 09-062            MOVED by Joe Peters**

That the agenda be adopted with the additions of 5k) Letter from Alberta Agriculture; 5l) Weed Notices.

**CARRIED**

**DELIGATIONS            2. b) Ernie Peters**

Ernie Peters joined the meeting to discuss the possibility of the ASB hiring him to carryout roadside brushing maintenance.

**ADOPTION OF THE        3. a) Minutes of the June 18,2009 Agricultural Service Board  
PREVIOUS MINUTES:     Meeting**

**MOTION 09-063**

**MOVED** by Dicky Driedger

That the minutes of the May 6, 2009 Agricultural Service Board meeting be adopted as presented.

**MOTION 09-064**

**5. a) Blue Hills Erosion TWP 103-0**

**Moved** by Dicky Driedger

That the photos and update regarding Blue Hills Erosion be accepted as information.

**Carried**

**DELEGATIONS**

Danny Buller joins the meeting to discuss Roadside Brushing. Danny presented the ASB with a list of his equipment and rates.

**IN CAMERA SESSION**

**MOTION 09- 065**

**Moved** by Dicky Driedger

That the ASB move in-Camera at 11:20am discuss Roadside Brushing options.

**Carried**

**MOTION 09-066**

**Moved** by Eric Jorgenson

That the ASB move out of Camera at 11:45am.

**Carried**

**MOTION 09-067**

**Roadside Brushing Contractors.**

**Moved** by Dicky Driedger

That the ASB administer a pilot brushing project to compare brushing equipment, cost and quality. To be paid out of operating maintenance budget.

**Carried**

**MOTION 09-068**

**5. b) Fort Vermilion South**

**Moved** by Bill Neufeld

That the Fort Vermilion South Drainage project be added to the August 11, 2009 Council meeting agenda.



**Carried**

**5. c) Roadside Brushing- Delegations**

**MOTION 09-069**

**Moved by** Joe Peters

That the Delegations regarding Roadside brushing be accepted as information.

**Carried**

**5. d) Buffalo Head Cemetery Drainage**

**MOTION 09-070**

**Moved by** Eric Jorgenson

That Fieldmen is to investigate with La Crete Public Works.

**Carried**

**5. e) General Drainage**

**MOTION 09-071**

**Moved by** Dicky Driedger

To proceed with the Jimmy Unrah drainage project via day labor.

**Carried**

**MOTION 09-072**

**Moved by** Dicky Driedger

To continue with the Ronnie Friesen (Blue Hills) drainage project with a maximum of \$30,000, taken from the drainage reserve.

**Carried**

**MOTION 09-073**

**Moved by** Joe Peters

That the ASB is to coordinate with La Crete Public Works in regards to the David Hebert HWY 697 Buffalo Head Drainage issues.

**Carried**

**5. f) Rental Mower**

**MOTION 09-074**

**Moved by Joe Peters**

That the ASB budget for two HX10 or equivalent ditch mowers for 2010.

**Carried**

**5.g) 2009 Regional Conference**

**MOTION 09-075**

**Moved by Joe Peters**

That the ASB members attend the Regional Conference in Grande Prairie on October 16, 2009.

**Carried**

**5. h) Spending Report**

**MOTION 09-076**

**Moved by Joe Peters**

That the spending report be received as information.

**Carried**

**5.i) Potential Fall Producers Meeting**

**MOTION 09-077**

**Moved by Eric Jorgenson**

That the questionnaire regarding a potential fall producers meeting be completed and forwarded to Alberta Agriculture.

**Carried**

- MOTION 09-078**                      **5. j) Grasshopper letter from Alberta Agriculture.**  
**Moved by Dicky Driedger**
- That the letter from Alberta Agriculture be received as information.
- Carried**
- MOTION 09-079**                      **5. k) Weed Notices**  
**Moved by Eric Jorgenson**
- That the issues regarding weed notices be accepted as information.
- Carried**
- SET NEXT MEETING DATE**                      **September 21, 2009 9:00 AM La Crete Heritage Center.**

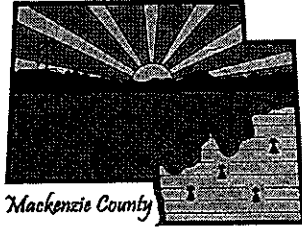
- MOTION 09-080**                      **9. a) Adjournment**  
**Moved by Dicky Driedger**
- That the Agricultural Service Board Meeting be adjourned at 11:05 AM.

These minutes will be presented to the Agricultural Service Board on September 21, 2009 for approval.

\_\_\_\_\_  
Bill Neufeld, Chair

\_\_\_\_\_  
Grant Smith, Agricultural Fieldman





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>September 8, 2009</b>
<b>Presented By:</b>	<b>William Kostiw, Chief Administrative Officer</b>
<b>Title:</b>	<b>Mackenzie Housing Management Board Meeting Minutes June 30, 2009</b>

### BACKGROUND / PROPOSAL:

Information item. The adopted minutes of the June 30, 2009 meeting are attached.

### OPTIONS & BENEFITS:

### COSTS & SOURCE OF FUNDING:

### RECOMMENDED ACTION:

That the Mackenzie Housing Management Board meeting minutes of June 30, 2009 be received for information.

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



**MACKENZIE HOUSING MANAGEMENT BOARD  
REGULAR BOARD MEETING  
June 30, 2009 – 10:00 A.M.  
Fireside Room – Heimstaed Lodge**

- In Attendance:** Wally Schroeder, Chair  
Abe Peters  
John W. Driedger  
Daryl Zielsdorf (Arrived 10:09 a.m.)  
Dave Neufeld  
Ellis Forest
- Regrets:** George Friesen, Vice-Chair  
Jim Thompson  
Norm Van Vliet  
Brenda Chorney
- Administration:** Barb Spurgeon, Chief Administrative Officer  
Dorothy Klassen, Lodge Manager  
Joyce Grant, Health Care Manger  
Lisa Unruh, Executive Assistant
- Call to Order:** Chair Wally Schroeder called the Board meeting to order at 10 a.m.
- Agenda:** **Approval of Agenda**
- 09-062 Moved by Ellis Forest
- That the agenda be amended to include:  
6.8 DAL License
- Carried
- Minutes:** **May 27, 2009 Board Meeting**
- 09-063 Moved by Dave Neufeld
- That the minutes of the May 27, 2009 Board meeting be approved as presented.
- Carried

**Reports:**

**CAO Report**

09-064

Moved by John W. Driedger

That the Chief Administrative Officer report be accepted for information.

Carried

Daryl Zielsdorf entered meeting at 10:09 a.m.

**Financial Reports**

**Housing – May 31, 2009**

09-065

Moved by Dave Neufeld

That the May 31, 2009 Housing financial report be accepted for information.

Carried

**Lodge – May 31, 2009**

09-066

Moved by Daryl Zielsdorf

That the May 31, 2009 Lodge financial report be accepted for information.

Carried

**Assisted Care – May 31, 2009**

09-067

Moved by Ellis Forest

That the May 31, 2009 Assisted Care financial report be accepted for information.

Carried.



**New Business:**

**High Level Requisitions**

09-068

Moved by Dave Neufeld

That the report on the collection of the High Level outstanding requisitions be accepted for information.

Carried

**Governance Policy**

09-069

Moved by Daryl Zielsdorf

That policy GOV-015 Interest Charged on Unpaid Requisitions be approved.

Carried

**Business Plan Progress Report**

09-070

Moved by John W. Driedger

That the progress report on the Three Year Business Plan be accepted for information.

Carried

**Nursing Policies**

09-071

Moved by Ellis Forest

That the following nursing policies be adopted:

- NUR-223 Use of Lodge Medical Equipment
- NUR-224 Bathing Safety Measures

Carried

**Transfer of Funds Request**

09-072 Moved by Daryl Zielsdorf

**Motion 1**

That \$30,000 be transferred from Administration Furniture and Equipment to Operating Equipment Purchased within the Assisted Living 2009 Budget.

**Motion 2**

That \$5,000 be transferred from Administration Furniture and Equipment to Operating Equipment Maintenance within the Assisted Living 2009 Budget.

Carried

**Administrative Review of Housing Operations**

09-073 Moved by John W. Driedger

That the administrative operational review of May 2009 be accepted for information

Carried

**Dementia Unit Codes**

09-074 Moved by Dave Neufeld

That families/friends requiring access to House I sign out for the pass code to the doors.

Carried

**DAL License**

09-075 Moved by John W. Driedger

That the DAL License be accepted for information.

Carried

**Information Items:**

09-076 Moved by Daryl Zielsdorf

That the following items be accepted for information:

Bank reconciliation for May 2009  
Housing Newsletter

Carried

**In Camera**

**Salary Adjustments**  
**Organizational Chart**  
**SRHI Applications**

09-077 Moved by Ellis Forest

That consideration be given to move in camera at 11:21 a.m.

Carried

09-078 Moved by Daryl Zielsdorf

That consideration be given to move out of camera at 12:12 p.m.

Carried

09-079 Moved by Ellis Forest

That motion #09-054 be rescinded

Carried

09-080 Moved by John W. Driedger

That the proposed July 1, 2009 salary ranges be approved and adjustments made.

Carried

Board Minutes  
June 30, 2009

09-081

Moved by Daryl Zielsdorf

That the 2009 Draft Organizational chart be approved.

Carried

09-082

Moved by Daryl Zielsdorf

That Wendy McLean & Darren Nanooch be approved to purchase the next available Sustainable Rural Housing Initiative Trailer.

Carried

**Next Meeting Date:**

Regular Board Meeting  
August 24, 2009 – 2:00 p.m.  
Fireside Room – Phase I  
Heimstaed Lodge

**Adjournment:**

09-083

Moved by John W. Driedger

That the board meeting of June 30, 2009 be adjourned at 12:15 p.m.

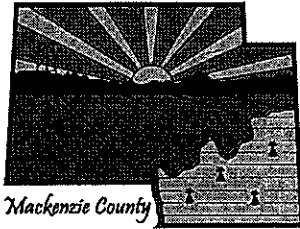
Carried

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Wally Schroeder, Chair

---

Lisa Unruh, Executive Assistant



## MACKENZIE COUNTY

### REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>September 8, 2009</b>
<b>Presented By:</b>	<b>Ryan Becker, Director of Planning and Emergency Services</b>
<b>Title:</b>	<b>PUBLIC HEARING Bylaw 727/09 Land Use Bylaw Amendment to Address the Keeping of Animals in Rural Country Residential District 1, 2, 3 and 4 "RC1", "RC2", "RC3" and "RC4"</b>

**BACKGROUND / PROPOSAL:**

Bylaw 727/09, being a Land Use Bylaw amendment for the establishment of fines for violations of the maximum non-domestic animal restriction in Rural Country Residential Districts 1, 2, 3 and 4 (RC1, RC2, RC3 and RC4), received first reading at the August 11, 2009 Council meeting.

**OPTIONS & BENEFITS:**

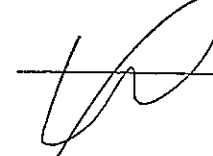
The Rural Country Residential District zonings all include restrictions regarding the keeping of animals. In spring of this year the Planning Department received numerous enquiries regarding the number of animals allowed in River Drive Developments. A concern was also raised by a ratepayer regarding the number of animals being brought into the area. As a result of these enquiries, letters were sent to each landowner within this area advising them that they are allowed only one non-domestic animal per lot.

Follow up of these letters revealed that several landowners had 20-30 chickens and others had several horses. Additional information was received to indicate that several landowners within the area were intending to have numerous animals.

Several matters of concern surround the increased number of animals in the River Drive Developments area. The first is the high water table in a portion of these lands. Research by planning staff revealed a letter from Alberta Environment which outlined

**Author:** Marion Krahn,  
Development Officer

**Reviewed by:** Ryan N. Becker,  
Director of Planning

**CAO**  


their departments concerns regarding the development of lots within the easterly portion of NW 5-106-15-W5M. This area is a wetland that acts as a watershed for Lake Tourangeau and development within this area was not recommended. Several lots have since been developed within this area. The allowance of a multiple animals could result in the contamination of the wetland area and subsequently, Lake Tourangeau which is used for recreational purposes like boating and water-skiing.

The second concern is the fact that County records do not provide documentation to indicate that the River Drive Development lands can accommodate the private sewage disposal systems that are required. As a result, it does not seem prudent to allow numerous non-domestic animals to be kept on the lands.

One affected landowner has submitted written support of the one animal only rule. A petition from residents within River Driver Developments was previously submitted against the proposed removal of all non-domestic animals from this zoning district. The petition cites promises made to these individuals at the time of land purchase however the County is not the seller of the lands and is not responsible for promises made by others.

Several of the landowners/occupants of River Drive Developments have contacted the Development Department indicating that they feel that they should be allowed to have 20-30 chickens each. These individuals feel that the waste from 20-30 chickens would be significantly less than that of a horse or cow.

**COSTS & SOURCE OF FUNDING:**

N/A.

**RECOMMENDED ACTION:**

**MOTION 1**

That second reading be given to Bylaw 727/09 being a Land Use Bylaw amendment for the establishment of fines for Rural Country Residential Districts 1, 2, 3 and 4 "RC1", "RC2", "RC3" and "RC4" when the maximum number of non-domestic animals is exceeded. Fines shall be \$500 for the first offence and \$1000 for a second and/or subsequent offence.

**MOTION 2**

That third reading be given to Bylaw 727/09 being a Land Use Bylaw amendment for the establishment of fines for Rural Country Residential Districts 1, 2, 3 and 4 "RC1", "RC2", "RC3" and "RC4" when the maximum number of non-domestic animals is exceeded. Fines shall be \$500 for the first offence and \$1000 for a second and/or subsequent offence.

**Author:** Marion Krahn,  
Development Officer

**Reviewed by:** Ryan N. Becker,  
Director of Planning

**CAO**

**Mackenzie County**

**PUBLIC HEARING FOR LAND USE BYLAW AMENDMENT**

BYLAW 727/09

**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. 727/09**  
**BEING A BYLAW OF**  
**MACKENZIE COUNTY**  
**IN THE PROVINCE OF ALBERTA**

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

**WHEREAS**, Mackenzie County has a General Municipal Plan adopted in 1995, and revised in 2003, and

**WHEREAS**, Mackenzie County has adopted the Mackenzie County Land Use Bylaw, 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 disallow non-domestic animals in Rural Country Residential Districts.

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

- 1. That Section 7.31, Subsection H and Section 7.32, Subsection H of the Mackenzie County Land Use Bylaw be amended to:**

**H. THE KEEPING OF ANIMALS**

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

Violations of these maximums may be subject to fines in the amount of \$500 for the first offence and \$1000 for a second and/or subsequent offence.

- 2. That Section 7.33, Subsection I and Section 7.34, Subsection I of the Mackenzie County Land Use Bylaw be amended to:**

**I. THE KEEPING OF ANIMALS**

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

Violations of these maximums may be subject to fines in the amount of \$500 for the first offence and \$1000 for a second and/or subsequent offence.



READ a first time this \_\_\_ day of \_\_\_\_\_, 2009.

READ a second time this \_\_\_ day of \_\_\_\_\_, 2009.

READ a third time and finally passed this \_\_\_ day of \_\_\_\_\_, 2009.

---

Greg Newman  
Reeve

---

William Kostiw  
Chief Administrative Officer

# Mennonite Heritage Village receives federal funding

Jed Anderson

Chris Warkentin, Member of Parliament for Peace River, was in La Crete on Aug. 24 to announce federal funding for the La Crete Mennonite Heritage Village.

On behalf of the Minister of State for Western Economic Diversification Lynne Yelich, Warkentin presented a cheque to the La Crete Agricultural Society.

Warkentin explained that the investment would help stimulate local economic activity and growth. "Today's investment will help provide stimulus to the local economy by creating jobs, attracting visitors and enabling this community to strengthen its foundation for long-term success," said Warkentin.

"There's people that need jobs," he added, noting the effect that the recent recession has had on the La Crete economy.

Federal funding of \$53,240 is being provided through the Community Adjustment Fund (CAF)

as part of Canada's Economic Action Plan, with Mackenzie County providing \$20,000 and the La Crete Agricultural Society providing \$10,268.

The money will be used by the La Crete Agricultural Society to invest in the Heritage Village through repairs and improvements to buildings, tractors and equipment. Further upgrades include more shelving to organize and catalogue artifacts, as well as the installation of signs to make the public aware of the Heritage Village's location. Members of the government hope the investments will result in more visitors from surrounding areas, which would boost the local economy.

"Mackenzie County is very pleased to support the efforts of the La Crete Agricultural Society in creating some much needed employment in our community and at the same time preserving our Heritage Village," said Peter Braun, Deputy Reeve of Mackenzie County. "We are grateful to see

the federal government's commitment in supporting this project as well."

Deputy Reeve Braun thanked the volunteers at the La Crete Agricultural Society for their efforts at the museum.

"I think we have a rich heritage in our community, and I think it's something we can be proud of," said Joyce Fehr, Vice-President of the La Crete Agricultural Society.

"I wish to express our heartfelt gratitude for the federal funding via the Community Adjustment Fund and municipal funding from Mackenzie County. This funding will aid us in accomplishing at least three of our goals - to help create jobs in La Crete, to preserve our heritage through repairs and improvements, and to give our community a boost by encouraging tourism," said Fehr.

Also present at the announcement was the Secretary Treasurer of the La Crete Agricultural Society

Susan Siemens as well as Coun. John W. Driedger of Mackenzie County.

After the announcement, Warkentin went on a tour of the Mennonite Heritage Village and talked with members of the public.

"It's nice to get away from the office and the usual hectic schedule," Warkentin commented.

The CAF is a part of Canada's Economic Action Plan. It is a two-year \$1 billion national program that aims to provide an economic stimulus by supporting projects that create jobs and maintain employment in rural communities.

The fund will provide \$306 million over two years to support the most affected western Canadian communities, such as those that are heavily reliant on resource-based industries or the manufacturing industry. Western Economic Diversification Canada is delivering the fund in the four western provinces.



Chris Warkentin was at the La Crete Heritage Centre on Aug. 24. More photos on page 12.



## MACKENZIE COUNTY

### NOTICE OF PUBLIC HEARING PROPOSED LAND USE BYLAW NO. 727/09

**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. 727/09 for an amendment to Land-Use Bylaw No. 462/04. The proposed amendment is:

To amend The Keeping of Animals clause in the Rural Country Residential Districts 1, 2, 3 and 4 (RC1, RC2, RC3 and RC4), being Subsection H of Section 7.31 and 7.32 and being Subsection I of Section 7.33 and 7.34, from:

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

To:

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

Violations of these maximums may be subject to fines in the amount of \$500 for the first offence and \$1000 for a second and/or subsequent offence.

The Public Hearing is to be held at 1:00 p.m., Tuesday, September 8, 2009 in the Mackenzie County Council Chamber in Fort Vermilion. The proposed bylaw may be viewed at the Mackenzie County office in La Crete during regular office hours. Please submit written submissions to the Development Officer prior to 4:30 p.m., Friday, September 4, 2009. If you have any questions regarding the hearing, or the bylaw, please call Mackenzie County's Development Officer at 780-928-3983.

### PUBLIC NOTICE Mustus Energy Ltd. Water Act NOTICE OF PUBLICATION

Notice is given that Mustus Energy Ltd. filed an application for an approval under the provisions of the Water Act to construct a 'retention pond' 106,825 cubic metres in size on the SE 13-108-14-W5 to collect surface runoff, and a licence under the provisions of the Water Act to divert water up to a maximum of 20,834 cubic metres annually from the proposed 'retention pond' for commercial (other - 'supplemental processing water') purposes.

Any person who is directly affected by the application may submit a statement of concern to:

Alberta Environment  
Regulatory Approval Centre  
9th Floor, Oxbridge Place  
9820 106 Street  
EDMONTON AB T5K 2J6  
Phone: (780) 427-6311  
Fax: (780) 422-0154

within 30 days of the providing of this notice.

Please quote file number: 00254747

Further information regarding this project can be obtained from:

Mustus Energy Ltd.  
PO Box 1420  
La Crete, AB T0H 2H0  
Phone: (780) 882-8801

Statements filed regarding this application are public records which are accessible by the public. Statements should explain why the filer is directly affected and provide the full name, postal address and legal land location of the filer.

Failure to file statements of concerns may affect the right to file a notice of appeal with the Environmental Appeals Board.

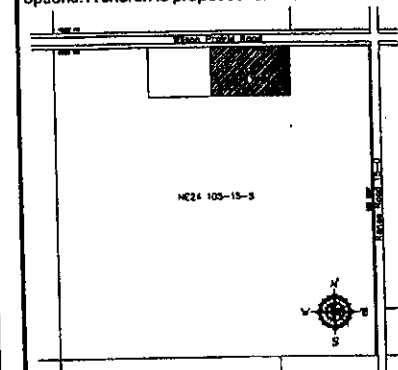


## MACKENZIE COUNTY

### NOTICE OF PUBLIC HEARING PROPOSED LAND USE BYLAW NO. 730/09

**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. 730/09 for an amendment to Land-Use Bylaw No. 462/04. The proposed amendment is:

That the property within the Wilson Prairie area, being known as Part of NE 24-105-15-W5M (Plan 072 7058, Block 1, Lot 1), as highlighted below, be rezoned from Agricultural District 1 "A1" to Public/Institutional District "HP". The intent of this Bylaw is to allow public/institutional development on these lands and to remove the agricultural and residential use development options. A church is proposed for this location.



The Public Hearing is to be held at 1:00 p.m., Tuesday, September 8, 2009 in the Mackenzie County Council Chamber in Fort Vermilion. The proposed bylaw may be viewed at the Mackenzie County office in La Crete during regular office hours. Please submit written submissions to the Development Officer prior to 4:30 p.m., Friday, September 4, 2009. If you have any questions regarding the hearing, or the bylaw, please call Mackenzie County's Development Officer at 780-928-3983.

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Doug at 780-926-6356

**MACKENZIE COUNTY**

**NOTICE OF PUBLIC HEARING  
PROPOSED LAND-USE BYLAW NO 727/09**

**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. 727/09 for an amendment to Land-Use Bylaw No. 462/04. The proposed amendment is:

To amend The Keeping of Animals clause in the Rural County Residential Districts 1, 2, 3 and 4 (RC1, RC2, RC3 and RC4), being Subsection H of Section 7.31 and 7.32 and being Subsection I of Section 7.33 and 7.34, from:

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

To:

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

Violations of these maximums may be subject to fines in the amount of \$500 for the first offence and \$1000 for a second and/or subsequent offence.

The Public Hearing is to be held at 1:00 p.m., **Tuesday, September 8, 2009** in the Mackenzie County Council Chamber in Fort Vermilion. The proposed bylaw may be viewed at the Mackenzie County office in La Crete during regular office hours. Please submit written submissions to the Development Officer prior to **4:30 p.m., Friday, September 4, 2009**. If you have any questions regarding the hearing, or the bylaw, please call Mackenzie County's Development Officer at 780-926-3983.

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Sept 22, 2003

File: 5-106-15 W5

Henry Peters  
Box  
LaCrete AB. T0H 2H0

Dear Mr. Peters

**RE: Proposed Subdivision**  
**Within NW 05-106-15 W5**

As follow up to our visit to the site of your proposed subdivision in NW 05-106-15 W5, I would like to make the following comments.

Alberta Environment's concern with the proposal centers on the lot layouts and the fact that the east portion of the Phase 1 of the subdivision, (lots 1 thru 7), incorporate a portion of a low, treed wetland area. Investigation of aerial photos and our site visit confirm that the area, although presently fairly dry, is a wetland that acts as a watershed for Lake Torangaue to the north. Vegetation within the low area is consistent with a mixed muskeg wetland and although there are some higher areas within the site we visited, over all, the bushed area would be especially susceptible to wet soil conditions during seasons of moderate to high precipitation.

As we discussed, it is recommended that you exclude a large portion of the treed area from the proposed subdivision and that any area that is included should have severe development restrictions placed upon them. It is recommended that there be minimal disturbance to the vegetation within the treed area and that a restriction prohibiting any permanent infrastructure, including buildings, be incorporated into the development plan.

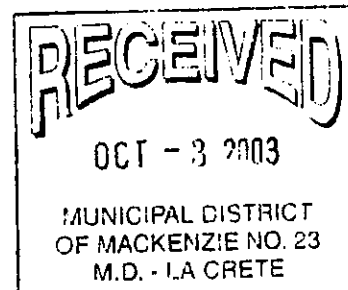
Establishment of a municipal reserve within the wetland, and clearly specified uses and activities to be allowed within the reserve would help to set the standards for the proposed subdivision.

Please call me at (780) 624-6239 if you have any questions.

Sincerely,

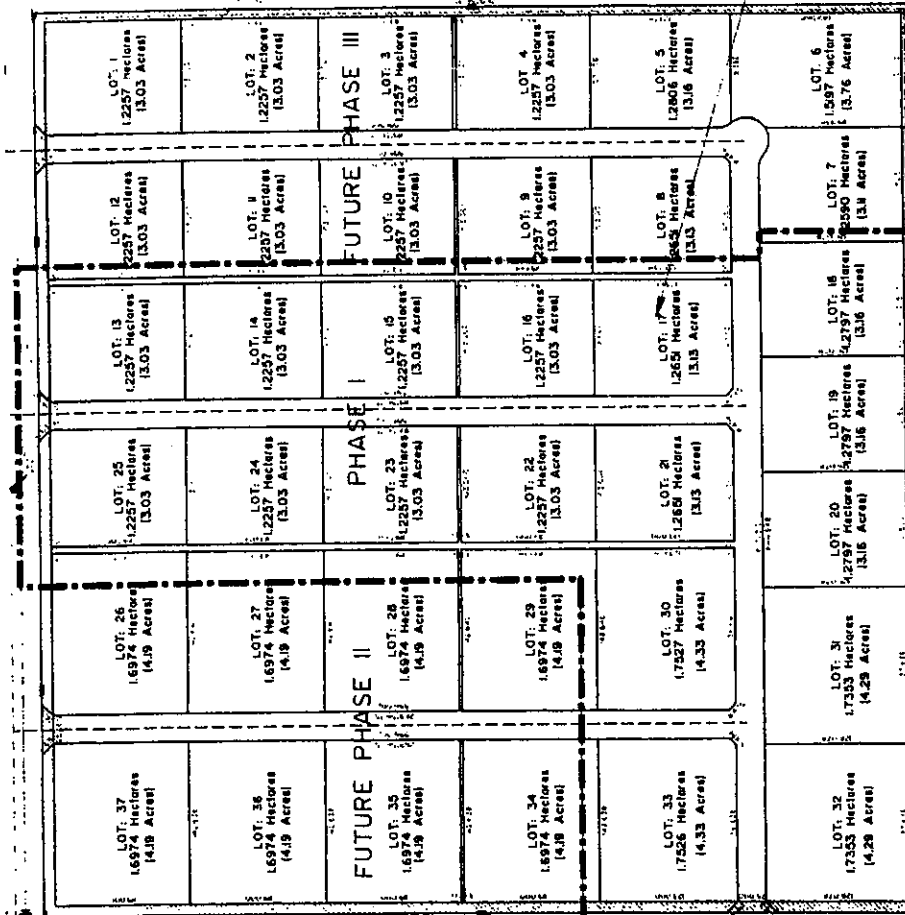
  
Terry Sawchuk  
Regional Approvals & Licensing Technologist

c: MD of Mackenzie #23



APPROXIMATE LOCATION  
OF PROPOSED WATER MAIN

APPROXIMATE LOCATION  
OF EXISTING WATER MAIN



NE 5-106-15-W5M

PHASE I - 17 LOT SUBDIVISION  
WITHIN NW-5-106-15-W5M

**EXH** Engineering Services Ltd.

PETERS SUBDIVISION  
Hamil of La Crete  
PROPOSED SUBDIVISION

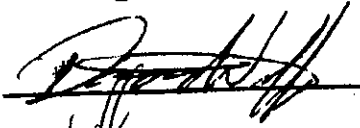
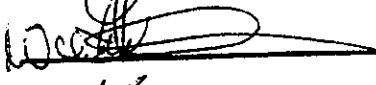

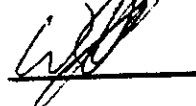

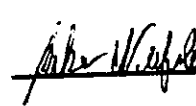
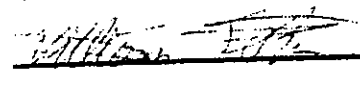
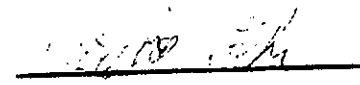
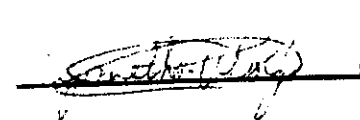
TENTATIVE PLAN OF SUBDIVISION  
(PORTION OF NW-5-106-15)

To Whom It May Concern:

We the citizens of Riverdrive Developements, would like to express our concerns on the move that has been made to ban the priveledge of the residents here to raise animals and birds for our own use.

The majority of the families are large and the goal to reside in this area was so we could have something here to keep us and our children occupied. This was also promised to us at the time of purchase.

We the undersigned agree to the above written letter to the M.D. in regards to the so called ban on raising animals and birds.

	Joel Wicks	<i>1. I am a student</i>
	W. J. B.	Henry W. Peter
	Anna Braun	
	Franz Radner	
	Abel Wicke	
	Joe Wicke	
	George Wicke	
	Ronald W. Wall	
		

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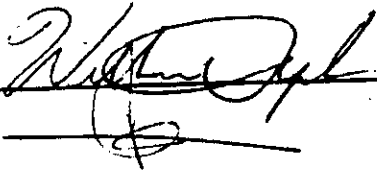
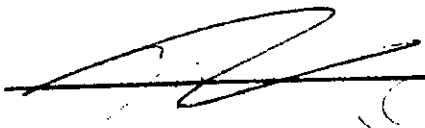
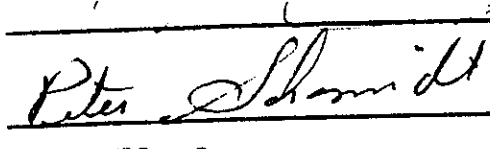
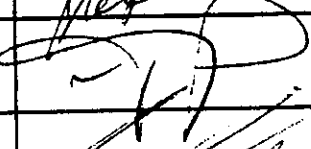



<i>Peter Dyck</i>	<i>John Peters</i>
<i>Margaret Dyck</i>	<i>Pat</i>
<i>Nancy Dyck</i>	<i>Pat</i>
<i>Les Neudor</i>	<i>Henry Blundell</i>
<i>Quinn Neudor</i>	<i>Pat</i>
<i>Gary Wolfe</i>	<i>Pat</i>
<i>Don Wolfe</i>	<i>Pat</i>
<i>Agatha Dorksen</i>	<i>Pat</i>
<i>John Dorksen</i>	<i>Pat</i>

To Whom It May Concern:

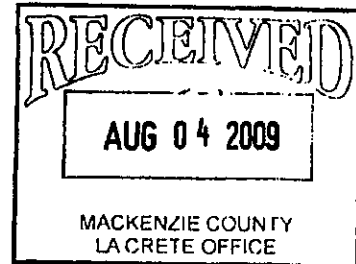
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The majority of the families are large and the goal to reside in this area was so we could have something here to keep us and our children occupied. This was also promised to us at the time of purchase.

We the undersigned agree to the above written letter to the M.D. in regards to the so called ban on raising animals and birds.

	Susan Dyck
	Peter Dyck
	Elizabeth Dyck
Peter Schmidt	
	
Anna Krahn	
Helen Klassen	
Margaret Neudorf	





Dave Peters  
Box  
La Crete, AB  
T0H 2H0

Mackenzie County  
c/o Ryan Becker  
Box 1690  
La Crete, AB  
T0H 2H0

August 4, 2009

Dear Mr. Becker:

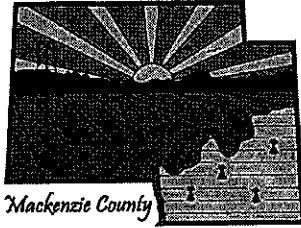
I am writing concerning the appeals that have been made involving the zoning for River Drive Developments (originally called Duetschland Development). As the developer I was involved in getting the zoning in place legally, through the County, as per the acreage owner's wishes. Acreage purchasers were made aware of the zoning when they chose to buy land in this development. Instead of just listening to one voice, I would like to request that a public meeting be held concerning the zoning (on a Saturday) sometime after the summer holidays. It is only fair to give all the land owners in the development a chance to voice their opinions.

Sincerely:

Dave Peters  
Developer

A handwritten signature in black ink, appearing to read "Dave Peters". The signature is written in a cursive style with a large, looping initial "D".





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>September 8, 2009</b>
<b>Presented By:</b>	<b>Ryan Becker, Director of Planning and Emergency Services</b>
<b>Title:</b>	<b>PUBLIC HEARING Bylaw 729/09 Land Use Bylaw Amendment to Rezone Multiple Properties (La Crete)</b>

**BACKGROUND / PROPOSAL:**

Bylaw 729/09, being a Land Use Bylaw amendment to rezone:

Plan 2504TR, Block 7, Lots 3 through 8	Plan 3969TR, Block 4, Lots 2 through 7	Plan 1160NY, Block 1, Lot 2 (being Title Number 022 234 423 and 062 523 892)
Plan 962 4008, Block 5, Lot 35	Plan 5232TR, Block 6, Lot 3 (being Title Number 002 249 015 and 072 366 443)	Plan 942 0787, Block 6, Lots 5 through 7
Plan 942 3391, Block 6, Lot 5	Plan 782 0147, Block 1, Lots 18, 36 and 37	Plan 782 0147, Block 15, Lots 1, 2, 13 and 14
Plan 1878TR, Lot B	Plan 872 1101, Lot C	Part of NE 4-106-15-W5M (being Title Number 092 021 621)

from Hamlet Residential-Commercial Transitional District "HRCT" to Hamlet Residential District 1 "HR1", received first reading at the August 11<sup>th</sup>, 2009 Council meeting.

**Author:** Marion Krahn,  
Development Officer

**Reviewed by:** Ryan Becker,  
Director of Planning

**CAO**

**OPTIONS & BENEFITS:**

Bylaw 462/04, the current County Land Use Bylaw, was adopted by Council on August 23<sup>rd</sup>, 2004. This bylaw included the rezoning of various properties in the Hamlet of La Crete to Hamlet Residential-Commercial District "HRCT". The affected landowners were not notified in accordance with the Municipal Government Act (MGA) which means that the rezoning was not completed correctly.

This matter has been reviewed by both the Municipal Planning Commission (MPC) and Council numerous times and the three lots located on the east side of 100<sup>th</sup> Street were rezoned to Hamlet Country Residential District 1 (HCR1) at the July 23, 2009 Council meeting.

The matter presented to Council is the affected lots located on the west side of 100<sup>th</sup> Street.

When processing a Land Use Bylaw amendment to rezone lands, the MGA requires the municipality to provide the following notice before second reading:

- an advertisement published once a week for two weeks in a local newspaper or a notice mailed or delivered to every residence in the affected area, and
- provide individual written notices to both the affected property owners and adjacent landowners.

No records were found to indicate that individual notices were sent to the affected landowners. The newspaper advertisement only provided vague information and did not portray any importance or urgency for community members to view the proposed changes. Rezoning lands without providing notice to the affected and adjacent landowners is not correct.

This Bylaw is intended to be processed as a correction and while the proposed zoning may not be ideal for all locations, the matter needs to be resolved before further amendments can be made. Several of these lots will be rezoned in fall of this year in conjunction with the proposed new Land Use Bylaw.

The landowners of Plan 1878TR, Lot B (south of 94<sup>th</sup> Avenue along 100 Street) and Plan 942 3391, Block 6, Lot 5 (west of Twilight Dental along 103 Avenue) have contacted County staff to advise that they want to leave their lands zoned Hamlet Residential-Commercial Transitional District "HRCT".

**COSTS & SOURCE OF FUNDING:**

All costs will be borne by Mackenzie County.

**RECOMMENDED ACTION:**

<b>Author:</b>	Marion Krahn, Development Officer	<b>Reviewed by:</b>	Ryan Becker, Director of Planning	<b>CAO</b>
	_____		_____	_____

**MOTION 1**

That second reading be given to Bylaw 729/09 being a Land Use Bylaw amendment to rezone:

Plan 2504TR, Block 7, Lots 3 through 8, Plan 3969TR, Block 4, Lots 2 through 7, Plan 1160NY, Block 1, Lot 2 (being Title Number 022 234 423 and 062 523 892), Plan 962 4008, Block 5, Lot 35, Plan 5232TR, Block 6, Lot 3 (being Title Number 002 249 015 and 072 366 443), Plan 942 0787, Block 6, Lots 5 through 7, Plan 942 3391, Block 6, Lot 5, Plan 782 0147, Block 1, Lots 18, 36 and 37, Plan 782 0147, Block 15, Lots 1, 2, 13 and 14, Plan 1878TR, Lot B, Plan 872 1101, Lot C, Part of NE 4-106-15-W5M (being Title Number 092 021 621)

from Hamlet Residential-Commercial Transitional District "HRCT" to Hamlet Residential District 1 "HR1".

**MOTION 2**

That third reading be given to Bylaw 729/09 being a Land Use Bylaw amendment to rezone:

Plan 2504TR, Block 7, Lots 3 through 8, Plan 3969TR, Block 4, Lots 2 through 7, Plan 1160NY, Block 1, Lot 2 (being Title Number 022 234 423 and 062 523 892), Plan 962 4008, Block 5, Lot 35, Plan 5232TR, Block 6, Lot 3 (being Title Number 002 249 015 and 072 366 443), Plan 942 0787, Block 6, Lots 5 through 7, Plan 942 3391, Block 6, Lot 5, Plan 782 0147, Block 1, Lots 18, 36 and 37, Plan 782 0147, Block 15, Lots 1, 2, 13 and 14, Plan 1878TR, Lot B, Plan 872 1101, Lot C, Part of NE 4-106-15-W5M (being Title Number 092 021 621)

from Hamlet Residential-Commercial Transitional District "HRCT" to Hamlet Residential District 1 "HR1".

**Author:** Marion Krahn,  
Development Officer

**Reviewed by:** Ryan Becker,  
Director of Planning

**CAO**



**Mackenzie County**

**PUBLIC HEARING FOR LAND USE BYLAW AMENDMENT**

BYLAW 729/09

**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. 729/09**  
**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 1995 and revised in 2003, and

**WHEREAS**, Mackenzie County has adopted the Mackenzie County Land Use Bylaw, 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 residential development.

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

**1. That the properties known as:**

Plan 2504TR, Block 7, Lots 3 through 8	Plan 3969TR, Block 4, Lots 2 through 7	Plan 1160NY, Block 1, Lot 2 (being Title Number 022 234 423 and 062 523 892)
Plan 962 4008, Block 5, Lot 35	Plan 5232TR, Block 6, Lot 3 (being Title Number 002 249 015 and 072 366 443)	Plan 942 0787, Block 6, Lots 5 through 7
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Plan 1878TR, Lot B	Plan 872 1101, Lot C	Part of NE 4-106-15-W5M (being Title Number 092 021 621)

**be rezoned from Hamlet Residential-Commercial Transitional District “HRCT” to Hamlet Residential District 1 “HR1”, as outlined in Schedule “A”.**



READ a first time this \_\_\_ day of \_\_\_\_\_, 2009.

READ a second time this \_\_\_ day of \_\_\_\_\_, 2009.

READ a third time and finally passed this \_\_\_ day of \_\_\_\_\_, 2009.

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Greg Newman  
Reeve

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William Kostiw  
Chief Administrative Officer

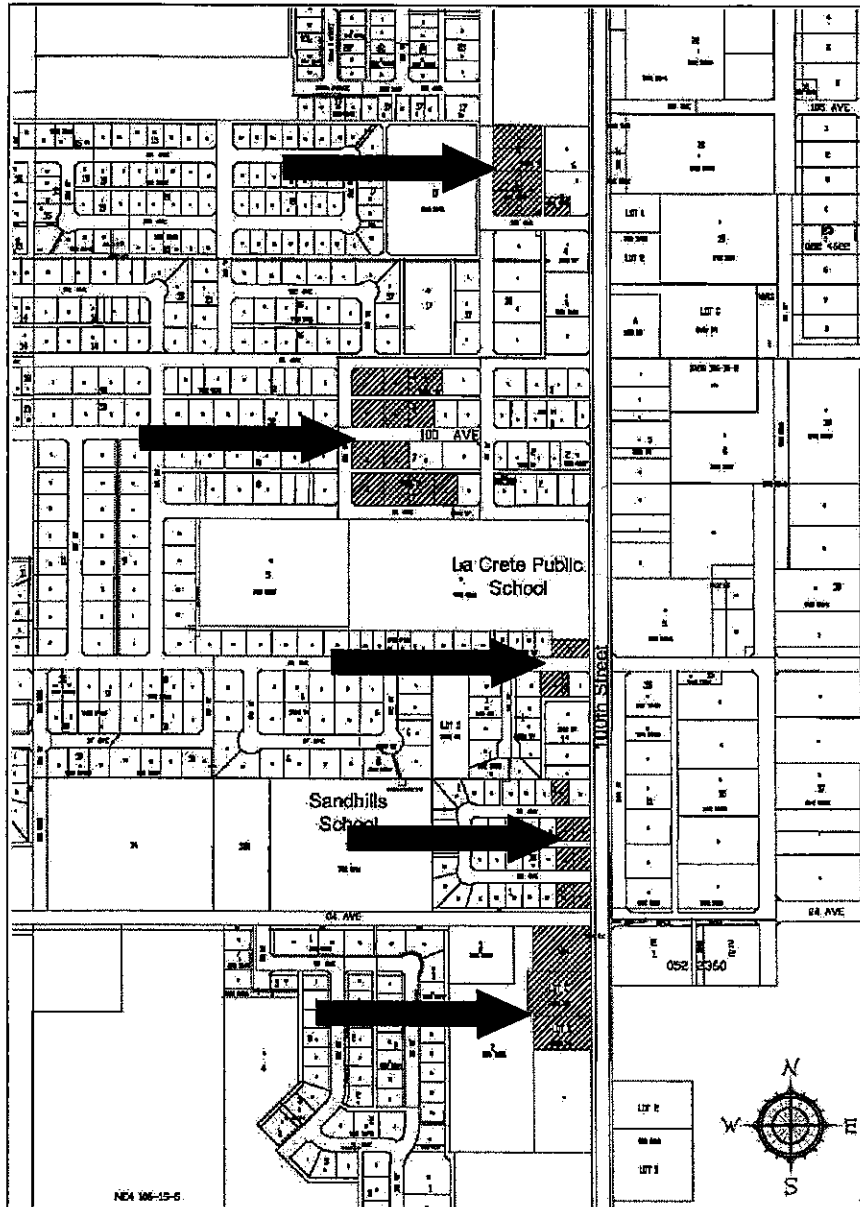
**BYLAW NO. 729/09**

**SCHEDULE "A"**

1. That the land use designation of the following properties, within the Hamlet of La Crete, known as:

Plan 2504TR, Block 7, Lots 3 through 8	Plan 3969TR, Block 4, Lots 2 through 7	Plan 1160NY, Block 1, Lot 2 (being Title Number 022 234 423 and 062 523 892)
Plan 962 4008, Block 5, Lot 35	Plan 5232TR, Block 6, Lot 3 (being Title Number 002 249 015 and 072 366 443)	Plan 942 0787, Block 6, Lots 5 through 7
Plan 942 3391, Block 6, Lot 5	Plan 782 0147, Block 1, Lots 18, 36 and 37	Plan 782 0147, Block 15, Lots 1, 2, 13 and 14
Plan 1878TR, Lot B	Plan 872 1101, Lot C	Part of NE 4-106-15-W5M (being Title Number 092 021 621)

be rezoned from Hamlet Residential-Commercial Transitional District "HRCT" to Hamlet Residential District 1 "HR1".



FROM: Hamlet Residential-Commercial Transitional District "HRCT"

TO: Hamlet Residential District 1 "HR1"

Greg Newman  
Reeve

William Kostiw  
Chief Administrative Officer

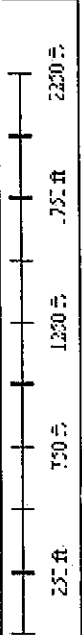
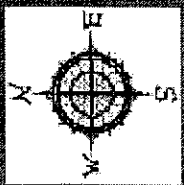
Effective this \_\_\_\_ day of \_\_\_\_\_, 2009.



100 Street

94 AVENUE

Eyiw 729/09 Rezone Multiple Properties





Lorne Bulldog receives first prize for the 'under 500 cc' quad class event at the La Crete Mudbog.



Joseph Geisbrecht receives first prize for the 'under 700 cc' quad class event at the La Crete Mudbog.



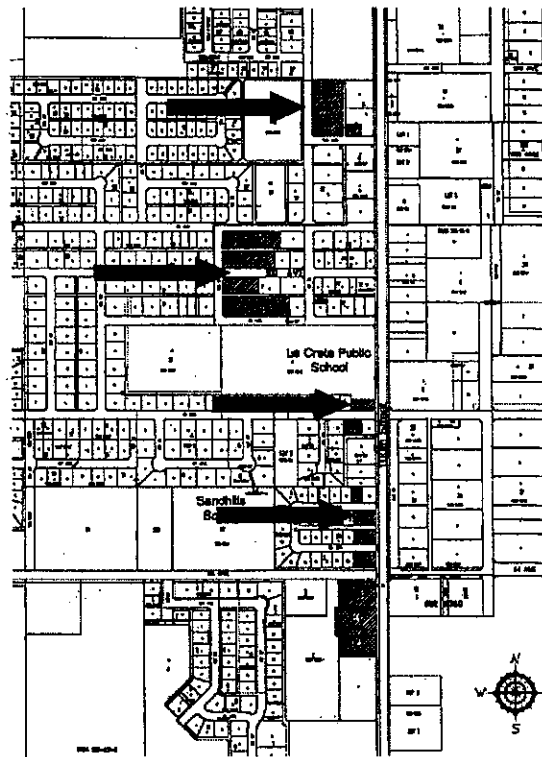
**MACKENZIE COUNTY**  
**NOTICE OF PUBLIC HEARING**  
**PROPOSED LAND USE BYLAW NO. 729/09**

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. 729/09 for an amendment to Land-Use Bylaw No. 462/04. The proposed amendment is:

That the properties within the Hamlet of La Crete, being known as:

Plan 2504TR, Block 7, Lots 3 through 8	Plan 3969TR, Block 4, Lots 2 through 7	Plan 1160NY, Block 1, Lot 2 (being Title Number 022 234 423 and 062 523 892)
Plan 962 4008, Block 5, Lot 35	Plan 5232TR, Block 6, Lot 3 (being Title Number 002 249 015 and 072 366 443)	Plan 942 0787, Block 6, Lots 5 through 7
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Plan 1878TR, Lot B	Plan 872 1101, Lot C	Part of NE 4-106-15-W5M (being Title Number 092 021 621)

as highlighted below, be rezoned from Hamlet Residential-Commercial Transitional District "HRCT" to Hamlet Residential District 1 "HR1". The intent of this Bylaw is to allow residential development on these lands and to remove the commercial use development options.



The Public Hearing is to be held at 1:00 p.m., Tuesday, September 8, 2009 in the Mackenzie County Council Chamber in Fort Vermilion. The proposed bylaw may be viewed at the Mackenzie County office in La Crete during regular office hours. Please submit written submissions to the Development Officer prior to 4:30 p.m., Friday, September 4, 2009. If you have any questions regarding the hearing, or the bylaw, please call Mackenzie County's Development Officer at 780-928-3983.

**WANT YOUR AD TO BE READ IN OVER 5000 HOMES AND BUSINESSES?**

Put it in the Mackenzie Report • Call 780-928-4000

Sept 1/09  
Andrew Wiebe

Marion Krahn, Dev. Off.  
Mackenzie County,  
Box 1690  
La Crete, AB.

Dear Marion,

Received your letter of Aug 24/09  
re: Ref # 706/09 Land use bylaw amendment  
application for PHAN. 18787R, LOT B.

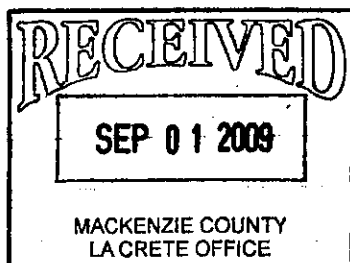
As an affected landowner we don't  
want to change our lot to Hamlet Residence  
(HR1.) We want to keep it as it is.

Hamlet Residence / Commercial Transitional  
(HRCT) as I told you on the phone.

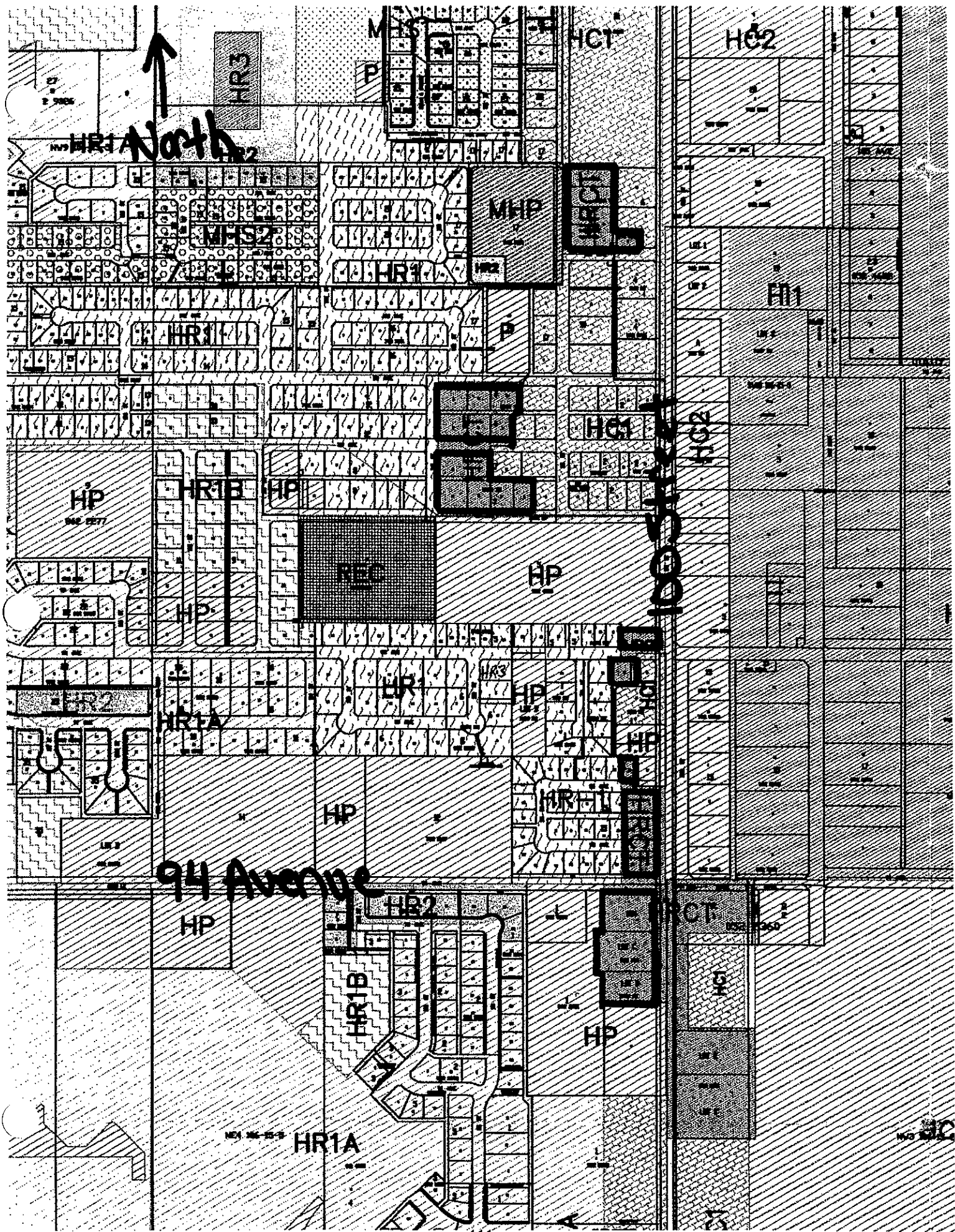
Yours truly,

Andrew Wiebe

ANDREW WIEBE







**DOERKSEN & FRIESEN PROJECTS LTD.**

---

September 2, 2009

Mackenzie County  
PO Box 1890  
La Crete, AB T0H 2H0

Attn: Marion Krahn, Development Officer

**RE: BYLAW 729/09 LAND USE BYLAW AMENDMENT APPLICATION TO REZONE  
MULTIPLE PROPERTIES WITHIN THE HAMLET OF LA CRETE**

Dear Marion:

Further to your letter of August 24, 2009, we object to the proposed rezoning from Residential-Commercial Transitional "HRCT" to Residential District 1 "HR1" with respect the following locations:

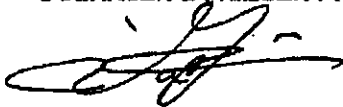
- Lot 4, Block 7, 2504TR (10113 - 100 Avenue, La Crete, AB)
- Lot 2, Block 7, 2504TR (10105 - 100 Avenue, La Crete, AB) Town Hall
- Lot 3, Block 7, 2504TR (10109 - 100 Avenue, La Crete, AB)

When we purchased the above properties we were under the impression that they would stay as Commercial, our intent was not to build as Residential.

If you have any further questions or concerns, please feel free to contact me at (780)831-1371.

Regards,

**DOERKSEN & FRIESEN PROJECTS LTD.**



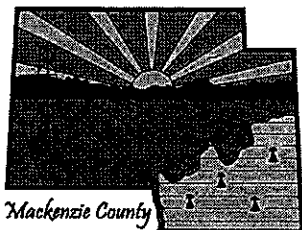
David Friesen

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**RR 1, SITE 11, BOX 2, GRANDE PRAIRE, AB T8V 2Z8  
TELEPHONE: (780)513-8237, FAX: (780)513-8291**

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## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>September 8, 2009</b>
<b>Presented By:</b>	<b>Ryan Becker, Director of Planning and Emergency Services</b>
<b>Title:</b>	<p style="text-align: center;"><b>PUBLIC HEARING</b>  <b>Bylaw 730/09 Land Use Bylaw Amendment to</b>  <b>Rezone Part of NE 24-105-15-W5M (Plan 072 7058, Block 1,</b>  <b>Lot 1) from Agricultural District 1 "A1" to</b>  <b>Public/Institutional District "HP"</b>  <b>(Wilson Prairie Area)</b></p>

**BACKGROUND / PROPOSAL:**

Bylaw 730/09, being a Land Use Bylaw amendment to rezone Part of NE 24-105-15-W5M (Plan 072 7058, Block 1, Lot 1) from Agricultural District 1 "A1" to Public/Institutional District "HP", received first reading at the August 11<sup>th</sup>, 2009 Council meeting.

**OPTIONS & BENEFITS:**

In accordance with the County Land Use Bylaw, a maximum of two (2) residential subdivisions may be taken out of an agricultural zoned quarter section. The subject land has been subdivided twice, one being an existing yard site and the second being a vacant parcel (Plan 072 7058, Block 1, Lot 1). The vacant parcel has been sold to a church organization for the purpose of constructing a church. As a result, these lands will no longer be used for residential purposes. The Municipal Planning Commission (MPC) required the rezoning as a way of ensuring that the subject lands would not be used for residential purposes and thereby conform to the County Land Use Bylaw regulations.

An adjacent landowner indicated that while they have no objection to the proposed church development on the subject lands, they are concerned that their dust control will

**Author:** Marion Krahn,  
Development Officer

**Reviewed by:** Ryan Becker,  
Director of Planning

**CAO**

not last the duration of the summer with the increased traffic that the church will generate. They requested consideration of the following;

1. That the developer or the County provide dust control for all the residences within reasonable distance of the church property or those affected by the increased traffic, or
2. That the affected landowners be provided with a second application of dust control at no additional charge, if the first application does not last the duration of the summer and fall.

Dust control could be a condition of the church development permit approval. No Development Permit application has been received for it at present. The County does not currently provide free dust control for churches.

**COSTS & SOURCE OF FUNDING:**

All costs will be borne by Mackenzie County.

**RECOMMENDED ACTION:**

**MOTION 1**

That second reading be given to Bylaw 730/09 being a Land Use Bylaw amendment to rezone Part of NE 24-105-15-W5M (Plan 072 7058, Block 1, Lot 1) from Agricultural District 1 "A1" to Public/Institutional District "HP".

**MOTION 2**

That third reading be given to Bylaw 730/09 being a Land Use Bylaw amendment to rezone Part of NE 24-105-15-W5M (Plan 072 7058, Block 1, Lot 1) from Agricultural District 1 "A1" to Public/Institutional District "HP".

**Author:** Marion Krahn,  
Development Officer

**Reviewed by:** Ryan Becker,  
Director of Planning

**CAO**

**Mackenzie County**

**PUBLIC HEARING FOR LAND USE BYLAW AMENDMENT**

BYLAW 730/09

**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. 730/09**  
**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 1995 and revised in 2003, and

**WHEREAS**, Mackenzie County has adopted the Mackenzie County Land Use Bylaw, 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 Church.

**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 072 7058, Block 1, Lot 1 be rezoned from Agricultural District 1 "A1" to Public/Institutional District "HP", as outlined in Schedule "A".

READ a first time this \_\_\_ day of \_\_\_\_\_, 2009.

READ a second time this \_\_\_ day of \_\_\_\_\_, 2009.

READ a third time and finally passed this \_\_\_ day of \_\_\_\_\_, 2009.

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Greg Newman  
Reeve

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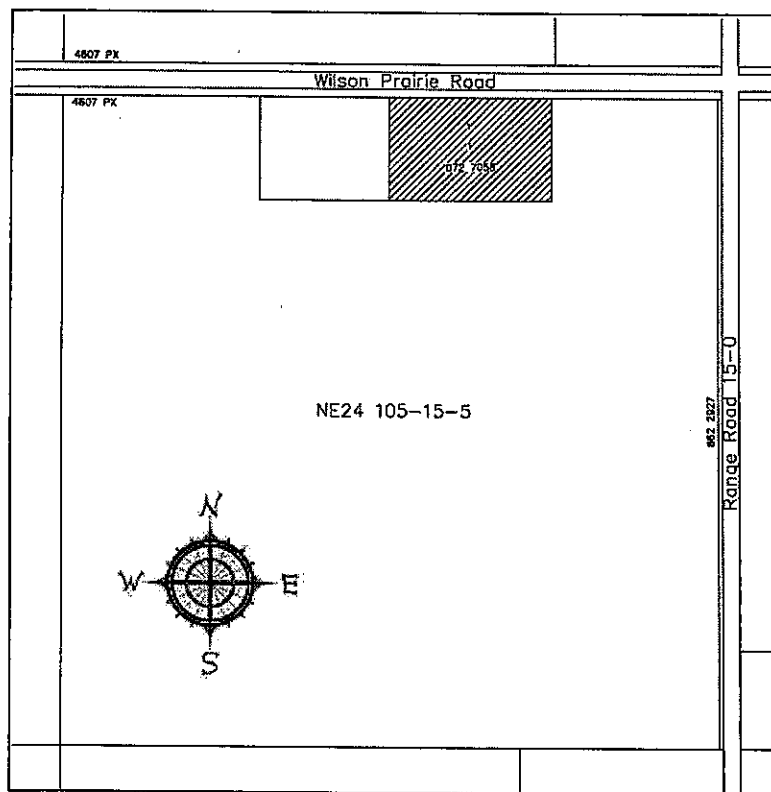
William Kostiw  
Chief Administrative Officer

**BYLAW NO. 730/09**

**SCHEDULE "A"**

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

Plan 072 7058, Block 1, Lot 1 be rezoned from Agricultural District 1 "A1" to Public Institutional District "HP", within the Wilson Prairie area.



FROM: Agricultural District 1 "A1"

TO: Public/Institutional District "HP"

\_\_\_\_\_  
Greg Newman  
Reeve

\_\_\_\_\_  
William Kostiw  
Chief Administrative Officer

Effective this \_\_\_\_ day of \_\_\_\_\_, 2009.

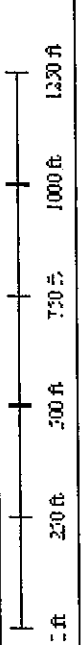
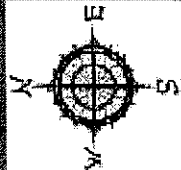
Wilson Prairie Road

Range Road 15-0

2nd Residential Subdivision

Yard Site Subdivision

Bylaw 730/09 David and Agnes Neufeld



# Mennonite Heritage Village receives federal funding

Jed Anderson

Chris Warkentin, Member of Parliament for Peace River, was in La Crete on Aug. 24 to announce federal funding for the La Crete Mennonite Heritage Village.

On behalf of the Minister of State for Western Economic Diversification Lynne Yelich, Warkentin presented a cheque to the La Crete Agricultural Society.

Warkentin explained that the investment would help stimulate local economic activity and growth. "Today's investment will help provide stimulus to the local economy by creating jobs, attracting visitors and enabling this community to strengthen its foundation for long-term success," said Warkentin. "There's people that need jobs," he added, noting the effect that the recent recession has had on the La Crete economy.

Federal funding of \$53,240 is being provided through the Community Adjustment Fund (CAF)

as part of Canada's Economic Action Plan, with Mackenzie County providing \$20,000 and the La Crete Agricultural Society providing \$10,268.

The money will be used by the La Crete Agricultural Society to invest in the Heritage Village through repairs and improvements to buildings, tractors and equipment. Further upgrades include more shelving to organize and catalogue artifacts, as well as the installation of signs to make the public aware of the Heritage Village's location. Members of the government hope the investments will result in more visitors from surrounding areas, which would boost the local economy.

"Mackenzie County is very pleased to support the efforts of the La Crete Agricultural Society in creating some much needed employment in our community and at the same time preserving our Heritage Village," said Peter Braun, Deputy Reeve of Mackenzie County. "We are grateful to see

the federal government's commitment in supporting this project as well."

Deputy Reeve Braun thanked the volunteers at the La Crete Agricultural Society for their efforts at the museum.

"I think we have a rich heritage in our community, and I think it's something we can be proud of," said Joyce Fehr, Vice-President of the La Crete Agricultural Society.

"I wish to express our heartfelt gratitude for the federal funding via the Community Adjustment Fund and municipal funding from Mackenzie County. This funding will aid us in accomplishing at least three of our goals - to help create jobs in La Crete, to preserve our heritage through repairs and improvements, and to give our community a boost by encouraging tourism," said Fehr.

Also present at the announcement was the Secretary Treasurer of the La Crete Agricultural Society

Susan Siemens as well as Coun. John W. Driedger of Mackenzie County.

After the announcement, Warkentin went on a tour of the Mennonite Heritage Village and talked with members of the public.

"It's nice to get away from the office and the usual hectic schedule," Warkentin commented.

The CAF is a part of Canada's Economic Action Plan. It is a two-year \$1 billion national program that aims to provide an economic stimulus by supporting projects that create jobs and maintain employment in rural communities.

The fund will provide \$306 million over two years to support the most affected western Canadian communities, such as those that are heavily reliant on resource-based industries or the manufacturing industry. Western Economic Diversification Canada is delivering the fund in the four western provinces.



Chris Warkentin was at the La Crete Heritage Centre on Aug. 24. More photos on page 12.

**MACKENZIE COUNTY**

**NOTICE OF PUBLIC HEARING**  
**PROPOSED LAND USE BYLAW NO. 727/09**

**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. 727/09 for an amendment to Land-Use Bylaw No. 462/04. The proposed amendment is:

To amend The Keeping of Animals clause in the Rural Country Residential Districts 1, 2, 3 and 4 (RC1, RC2, RC3 and RC4), being Subsection H of Section 7.31 and 7.32 and being Subsection I of Section 7.33 and 7.34, from:

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

To:

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

Violations of these maximums may be subject to fines in the amount of \$500 for the first offence and \$1000 for a second and/or subsequent offence.

The Public Hearing is to be held at 1:00 p.m., Tuesday, September 8, 2009 in the Mackenzie County Council Chamber in Fort Vermilion. The proposed bylaw may be viewed at the Mackenzie County office in La Crete during regular office hours. Please submit written submissions to the Development Officer prior to 4:30 p.m., Friday, September 4, 2009. If you have any questions regarding the hearing, or the bylaw, please call Mackenzie County's Development Officer at 780-928-3983.

**PUBLIC NOTICE**  
**Mustus Energy Ltd.**  
**Water Act**  
**NOTICE OF PUBLICATION**

Notice is given that Mustus Energy Ltd. filed an application for an approval under the provisions of the Water Act to construct a 'retention pond' 106.825 cubic metres in size on the SE 13-106-14-W5 to collect surface runoff, and a licence under the provisions of the Water Act to divert water up to a maximum of 20,834 cubic metres annually from the proposed 'retention pond' for commercial (other - 'supplemental processing water') purposes.

Any person who is directly affected by the application may submit a statement of concern to:

Alberta Environment  
Regulatory Approval Center  
9th Floor, Oxbridge Place  
9820 106 Street  
EDMONTON AB T5K 2J8  
Phone: (780) 427-8311  
Fax: (780) 422-0154

within 30 days of the providing of this notice.

Please quote file number: 00254747

Further information regarding this project can be obtained from:

Mustus Energy Ltd.  
PO Box 1420  
La Crete, AB T0H 2H0  
Phone: (780) 882-8801

Statements filed regarding this application are public records which are accessible by the public. Statements should explain why the filer is directly affected and provide the full name, postal address and legal land location of the filer.

Failure to file statements of concerns may affect the right to file a notice of appeal with the Environmental Appeals Board.

**MACKENZIE COUNTY**

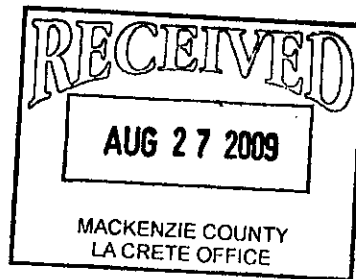
**NOTICE OF PUBLIC HEARING**  
**PROPOSED LAND USE BYLAW NO. 730/09**

**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. 730/09 for an amendment to Land-Use Bylaw No. 462/04. The proposed amendment is:

That the property within the Wilson Prairie area, being known as Part of NE 24-105-15-W5M (Plan 072 7058, Block 1, Lot 1), as highlighted below, be rezoned from Agricultural District 1 "A1" to Public/Institutional District "HP". The intent of this Bylaw is to allow public/institutional development on these lands and to remove the agricultural and residential use development options. A church is proposed for this location.

The Public Hearing is to be held at 1:00 p.m., Tuesday, September 8, 2009 in the Mackenzie County Council Chamber in Fort Vermilion. The proposed bylaw may be viewed at the Mackenzie County office in La Crete during regular office hours. Please submit written submissions to the Development Officer prior to 4:30 p.m., Friday, September 4, 2009. If you have any questions regarding the hearing, or the bylaw, please call Mackenzie County's Development Officer at 780-928-3983.

Ken & Trudy Peters  
Box  
La Crete, AB,  
T0H 2H0  
SW 25-15-105-W5



August 27/09

Mackenzie County  
Box 1690  
La Crete, AB  
T0H 2H0

To Marion Krahn, and Council of Mackenzie County:

This letter is in regards to the **Bylaw 730/09 Land Use Bylaw Application to Rezone Part of NE 24-105-15-W5 (Plan 072 7058, Block 1, Lot 1)** notice that was sent to me August 17/09 as an adjacent landowner. I appreciate the opportunity that you provide, in order for current residents of our neighborhood, to have input into development that affects us directly.

Our family has no concerns about the actual land use being proposed on the property, we do not feel that will affect our quality of life in any way. The only aspect of this type of development that we do have a concern about is the vehicle traffic that will access this property. Living in a rural area also means we must contend with gravel roads and the resulting dust that it causes. For the past few years, our family has been purchasing the Calcium Dust Control offered by Mackenzie County in order to reduce the amount of traffic dust created. I do feel the vehicle traffic will significantly increase with the proposed land use, even if only for a few days of each week. We do feel this increase in traffic will prematurely deteriorate the effectiveness of it and at that point we will experience an increase in dust level at our residence.

I do ask that you consider making it a requirement of the landowner, or as a County, that dust control is provided for all residences within a reasonable distance of the property, or those that are affected by the increase in traffic. As an alternative, we would also find it acceptable if the affected landowners would be provided a second application of the Dust Control at no additional charge, should the first application not last the duration of the summer and fall.

Yours truly,

Ken & Trudy Peters





# LAND USE BYLAW AMENDMENT APPLICATION

APPLICATION NO. 730/09

NAME OF APPLICANT		
David + Anees Neufeld		
ADDRESS		
BOX		
TOWN		
La Crete AB		
POSTAL CODE	PHONE (RES.)	BUS.
T0H 2H0	8-	6-6330

COMPLETE IF DIFFERENT FROM APPLICANT		
NAME OF REGISTER OWNER		
Living Hope Evangelical Church La Crete		
ADDRESS		
BOX 2309		
TOWN		
La Crete AB		
POSTAL CODE	PHONE (RES.)	BUS.
T0H 2H0		8-3142

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

pt

QTR. 1/4	SEC. 24	TWP. 10S	RANGE 15	M. 5	OR	PLAN 072 7058	BLK 1	LOT 1
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### LAND USE CLASSIFICATION AMENDMENT PROPOSED:

FROM: A1 TO: HP

### REASONS SUPPORTING PROPOSED AMENDMENT:

Rezone property from Agricultural to Public/Institutional District as required by Municipal Planning Commission. Property intended for a church.

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

RECEIPT NO. 108544

Alm  
APPLICANT

July 27, 2009  
DATE

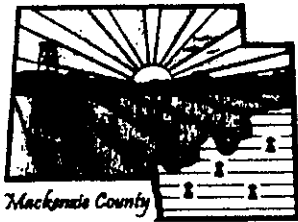
NOTE: REGISTERED OWNER'S SIGNATURE REQUIRED IF DIFFERENT FROM APPLICANT.

Neufeld  
REGISTERED OWNER

July 27, 2009  
DATE

x [Signature]

July 27, 2009  
DATE



**Mackenzie County**  
P.O. Box 1690, La Crete Alberta T0H 2H0  
Phone (780) 928-3983 Fax (780) 928-3636

July 23, 2009

File No. 15-SUB-09

David D. and Agnes Neufeld  
P.O. Box .  
La Crete AB T0H 2H0

Dear Mr. and Mrs. Neufeld:

**Subdivision Decision on NE 24-105-15-W5M**

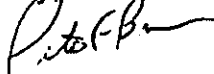
Your application for subdivision has been APPROVED subject to the conditions set out on the attached Decision Form.

If any of these conditions are unacceptable to you, you may file an appeal to the Mackenzie County Subdivision and Development Appeal Board. This appeal must be filed within 14 days of the receipt of this letter. The date of receipt is deemed to be 5 days from the date of this letter. The appeal, along with a \$250 fee, must be submitted to:

Secretary  
Mackenzie County  
Subdivision and Development Appeal Board  
P.O. Box 640  
FORT VERMILION AB T0H 1N0

If you are satisfied with the above decision, you may proceed to comply with the attached conditions prior to getting your subdivision registered at the Land Titles Office. **The approval is valid for 1 year only; therefore, prior to July 16, 2010, you should prepare and submit to this office a plan suitable for registering for final endorsement.** Prior to proceeding with your subdivision, please visit the Planning staff in the La Crete office to review the subdivision procedure.

Yours truly,

for. 

Ryan Becker, Director  
Planning and Emergency Services

Pc: Northern Lights Gas Co-op  
ATCO Electric  
Telus  
Alberta Environmental Protection  
John Klassen, Director of Operational Services - South, Mackenzie County

MACKENZIE COUNTY  
DECISION FORM

FILE: 15-SUB-09  
LEGAL: NE 24-105-15-W5M  
DATE: July 16, 2009

DECISION: Based on those matters considered under Section 7 of the *Subdivision Regulation*, the submissions received from those agencies referred to under Section 5 of the *Subdivision Regulation* and submissions from adjacent landowners pursuant to Section 653(5) of the *Municipal Government Act*, the Subdivision Approving Authority hereby **APPROVES** the proposed subdivision subject to the following conditions:

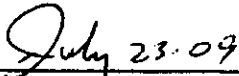
1. This approval is for a single lot subdivision, approximately 6.2 acres (2.51 hectares) in size.
2. Applicant/developer shall enter into a Developer's Agreement with the Mackenzie County which shall contain, but is not limited to:
  - a. Prior to any development on the proposed subdivision, the developer 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 developer's expense. The access to the subdivision and the balance of the quarter section shall be off of Range Road 15-0. No additional accesses off of Wilson Prairie Road are permitted.
  - c. All sewage disposals shall conform to the Alberta Private Sewage Treatment and Disposal Regulations.
  - d. Provision of a storm water management plan. Contact Marion Krahn, Development Officer, at 780-928-3983 to discuss the requirements for your subdivision.
  - e. Provision of municipal reserve in the form of money in lieu of land. Specific amount is based on 10% of the subject land and on the current market value. The current market value for this property is \$5,636.94 per acre. Municipal reserve is charged at 10%, which is \$563.69 per subdivided acre. 6.2 acres times \$563.69 equals \$3,494.88.
  - f. The existing vacant subdivision, Plan 072 7058, Block 1, Lot 1, to be used for a church, is required to be rezoned from Agricultural District 1 "A1" to Public/Institutional District "HP".
  - g. Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.
  - h. Provision of utility right-of-way as required by Northern Lights Gas Co-op.

- i. Subdivision must meet ATCO Electric's conditions as follows:
- i. Any existing power line easements and/or utility right-of-ways must remain in place.
  - ii. No driveways or approaches may be installed under the power line without first obtaining a Crossing Agreement from ATCO Electric.
  - iii. Costs associated with changes required to correct any line clearance problems as a result of the lot development shall be borne by the developer.
  - iv. Any costs incurred for the relocation or repair of the existing electrical facilities will be the responsibility of the developer.
  - v. No work shall proceed under the power line without first receiving written permission from ATCO Electric.
  - vi. There must be 9 meters clearance from all buildings, trees, and materials to the power line. The existing and any future power line route will require maintenance of a cleared right-of-way to ground level and to a minimum width of 7.0 meters on either side of the line route. The owner should be aware of the potential for brushing along the existing and possible future power line alignment.
  - vii. If the County, in conjunction with the subdivision approval, takes title to a portion of the property to allow for future road widening, the power line which is presently outside the road allowance will then effectively be located within the new road allowance.

NOTE: All subsequent development must conform to all applicable provincial regulations and to the municipality's Land Use Bylaw. Please contact the appropriate authorities to determine the required building/development standards.

Please contact your surveyor to determine if the Land Titles Office will accept a Descriptive Plan or a Plan of Survey for registration. Please ensure that the Alberta Land Surveyor that you contact fully explains the advantages or disadvantages of a plan of survey versus a descriptive plan.

  
\_\_\_\_\_  
Municipal Planning Commission

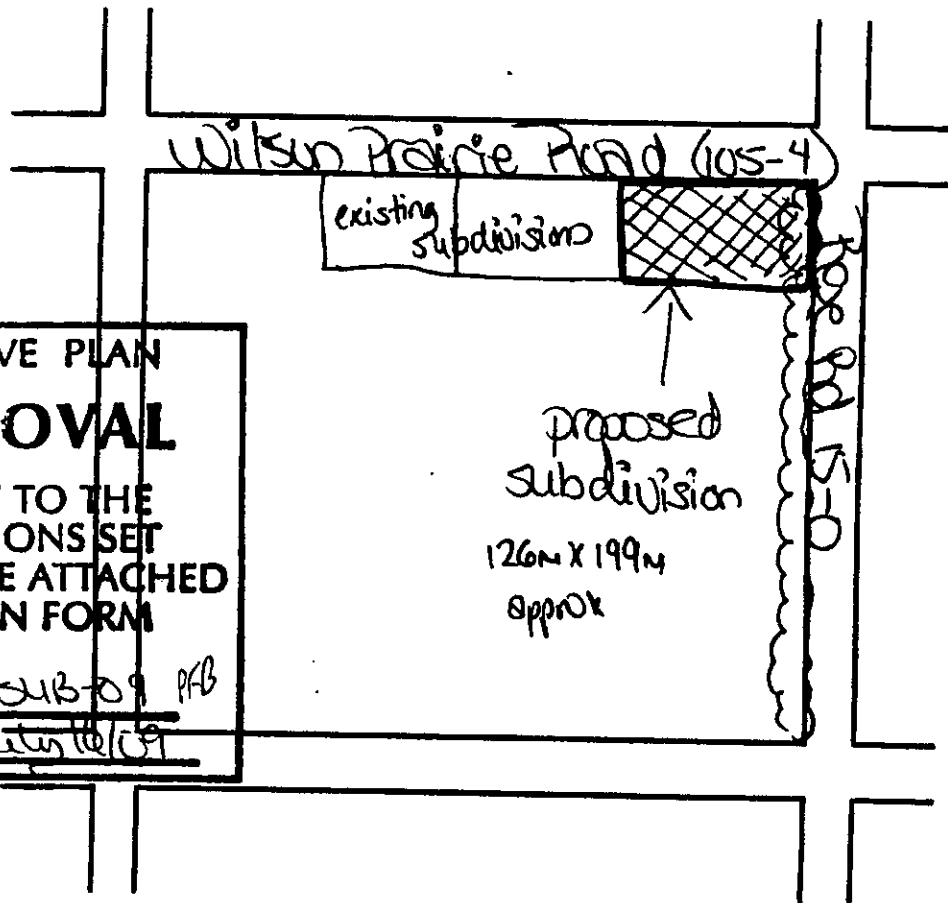
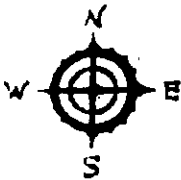
  
\_\_\_\_\_  
Date

# SUBDIVISION APPLICATION SITE PLAN

QTR./L.S. SEC TWP RG M PLAN NO. BLK. LOT  
 NE 24 105 15 5 or

Date of site plan: June 15, 2009

Comments: Existing subdivision is being used for a church and therefore not a residential subdivision



**TENTATIVE PLAN  
 APPROVAL**

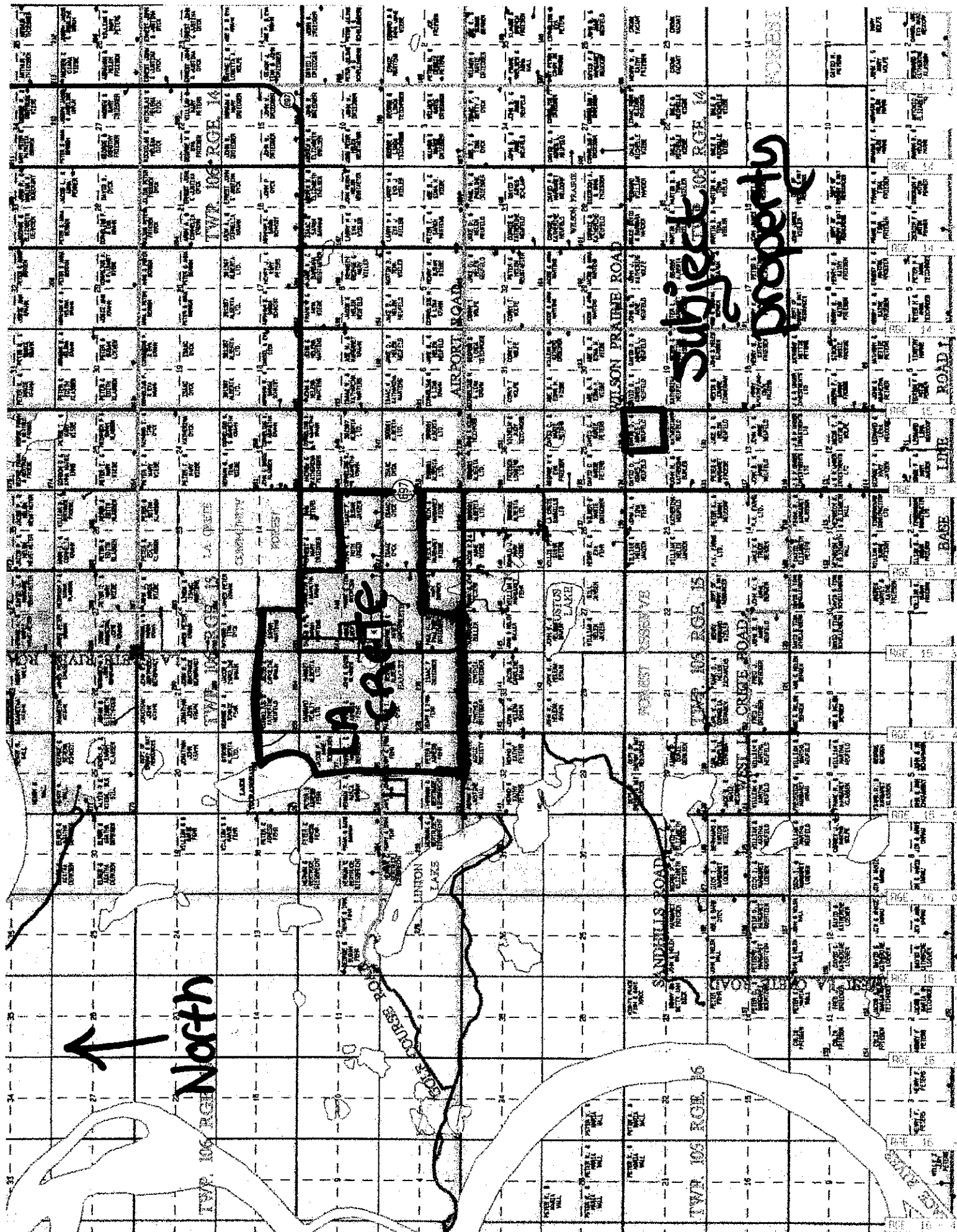
SUBJECT TO THE  
 CONDITIONS SET  
 OUT ON THE ATTACHED  
 DECISION FORM

FILE: 15-SUB-09 PFB  
 DATE: July 16/09

**Site Plan Checklist**

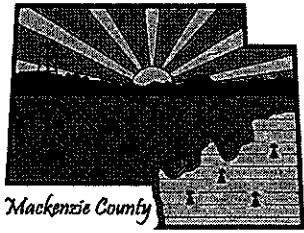
- \_\_\_ Location of existing buildings from property lines
- \_\_\_ Location of proposed subdivision from property/quarter lines
- \_\_\_ Location of access/driveway and distance from intersections
- \_\_\_ Ravines, creeks, lakes, sloughs and any other water bodies
- \_\_\_ Location of shelterbelts and/or treed areas
- \_\_\_ Location of road(s) and/or road allowances
- \_\_\_ Length and width of proposed subdivision

**NOTE:** Where buildings are existing, the property must be surveyed by a qualified land surveyor.



↑ North

subject



**MACKENZIE COUNTY  
REQUEST FOR DECISION**

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>September 8, 2009</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





# Director of Operations (South) Report For September 8, 2009 Regular Council Meeting

## **Parks & Playgrounds**

- The marina dock at Wadlin Lake is getting a lot of usage.
- Wadlin Lake a new concrete toilet was installed and waiting on approval from SRD to install another.
- Hutch Lake Recreational Lease: in progress.
- The County received a letter from The Town of High Level giving their support for Hutch Lake.
- Fort Vermilion Rodeo grounds lease survey is in progress.
- Administration is receiving good feedback on the garbage receptacles and the new concrete flower pots.
- Signage & park benches are complete.
- Reinland Park: new concrete toilet facility being installed.
- Hutch Lake: waiting on approval to install new concrete toilet facility.
- La Crete Walking Trails East: waiting on approval to replace concrete toilet facility.
- The Walking Trails overlay is in progress.
- Machesis Lake playground: in progress.

## **Solid Waste**

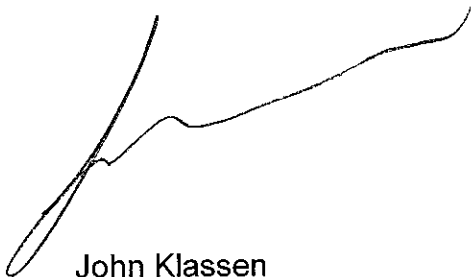
- Waste Transfer Station cleanup will be taking place within the next two weeks.
- Repairs to damaged garbage bins are in progress.
- Distribution of waste transfer bins will take place in later September.
- All white metals will be cleaned up by the end of September.

## **Utilities**

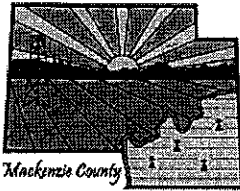
- La Crete Water Wells: in progress with Omni-McCann on site.
- Two hydrant digs scheduled for September 3 & 4 adjacent to the Home Hardware location (north & south property lines)

## Roads

- ◆ Progress is continuing with 98<sup>th</sup> Avenue project in La Crete.
- ◆ Dust Control (Oil) has been completed.
- ◆ We are still waiting on info with respect to Blue Hills Fire Station/Public Works Shop lease which has been forwarded to Scott Land and Lease for completion and registration of the Lease. E-mail requesting update has been sent.
- ◆ ISL Engineering has now completed our 2009 updated County Map and are currently working on our 2009 map books, which we anticipate receiving soon.
- ◆ Acquired lands at the Blumenort intersection and Highway 88 Connector Intersection have now been registered at Alberta Land Titles office.
- ◆ Construction of the La Crete Public Works shop has begun.
- ◆ Deadline for offers of the sale of the Public Works Shop was August 31, 2009. Three offers were received.
- ◆ Design of La Crete 100<sup>th</sup> Avenue project has begun.
- ◆ Deadline for Request for Road Construction was August 31, 2009. This year we have received a total of 7 requests for La Crete South.
- ◆ Regravelling is now completed.
- ◆ La Crete River Road North Reconstruction is complete.
- ◆ Documentation has been forwarded to Alberta Land Titles office for the Right-of-Way on 98<sup>th</sup> Avenue, pertaining to Martin Friesen. Once this property has been registered there will have to be adjustments made to the individual property owners amounts.
- ◆ Work on AJA Friesen Road is continuing.
- ◆ Preparation of budgeting has begun.



John Klassen  
Mackenzie County  
Director of Operations (South)



*Planning & Emergency Services*

*Tel.: (780) 928-3983 Fax: (780) 928-3636 Cell.: (780) 844-7740*

*E-mail: rbecker@mackenziecounty.com*

## **Director of Planning & Emergency Services Report – August 2009**

I am very proud to present the Municipal Development Plan to Council for first reading today. It is a document that my staff and I have placed a lot of time and effort into. I believe that it identifies and celebrates the unique qualities that we have amongst our communities. I also believe that it is a document that will place us in an excellent position to "move forward", as the steering committee so aptly identified when we started this project.

Once the MDP is completed the Land Use Bylaw will be brought forward, I will discuss the approach to be taken with the CAO on how best to complete this project. I feel that my staff has completed 95% of the background work. This project is long overdue as the LUB requires updating.

Working in unison with the LUB revision will be the Area Structure Plans for each community. The ASP will provide an outline for development in each hamlet on a more detailed level than what is laid out in the MDP. The completion of the Area Structure Plans will require the services of a consultant to assist in the preparation of mapping and the gathering of information. As we have just completed open houses on the MDP a lot of local information was collected that will be useful in the preparation of the Area Structure Plans.

I have continued to meet with the Planning department staff to discuss options on how to streamline the planning process. Much focus is still placed on historic subdivision files that have issues that need to be resolved. Two changes to the fee schedule bylaw are being presented to Council today that reflect these steps to educate the public, ensure compliance with Alberta Building Code regulations and capture development for Mackenzie County.

Much work needs to be done to prepare the Inter Municipal Planning Commission and the Inter Municipal Subdivision Appeal Board. Ads have been placed in the paper calling for interested persons to sit on both bodies. Council needs to pick their representatives for each board as well. It will be difficult to predict the amount of work for each board, however at each meeting of the current MPC we routinely have at least one development permit or subdivision request that this new board will need to rule on. As such the Council(s) and IMPC will have to determine how often the meetings are etc.

The AVPA update is underway; I have had an initial conference call with the consultant and provided data for them to review. They will be contacting representatives from each airport to move this project forward. This project is scheduled to take approximately 10 to 11 weeks which puts a tentative completion date of November 2009.

The geotechnical report has been completed with respect to both the La Crete and Fort Vermilion runway extensions. The acquisition of the land in Fort Vermilion continues to work its way through the Provincial process. ASRD has indicated that they would prefer the County to purchase the entire parcel of land rather than obtain a MLL. I advised to proceed with the MLL and that in the future we would proceed with the purchase due to the fact that purchasing land from the Province takes years. The designs for each airport are ready to proceed at Councils discretion and as per their direction.

The service agreement with Superior Safety Codes will be ready for the September 23<sup>rd</sup> meeting. I travelled to Edmonton 2 weeks ago with some planning staff and met with representatives of SSC. We have agreed on a process that I feel will serve Mackenzie County well. We have staff in place that will hold SSC to their contract and ensure better service for our residents.

The land negotiations with the Dene Tha regarding the acquisition of land in Zama have started. However, further meetings have not taken place as requested by myself and the Province. I have made numerous attempts to set up further meetings but have been unsuccessful. I will attempt to determine from the Province what else Mackenzie County has to do to satisfy the consultation with the First Nations. I will also attempt to get a figure from the Province on what the land cost will be for budgeting purposes for 2010.

Negotiations with the Province on agriculture land are moving slowly but more land than I had originally anticipated has been identified in Phase 1. These negotiations continue to move at a slow pace.

I have been monitoring the La Crete administration building and it continues to come along very well. The floor has been poured inside and no problems were encountered. The ceiling is being insulated and dry walled, the electrical and plumbing are being installed in the exterior walls. Plans are for the windows and some doors to be installed during September and by the end of the month the building should be substantially closed in and ready for the cold weather. Move in date is estimated for February / March 2010.

There are a number of issues that will need to be worked on from an Emergency Services perspective, those I will leave in detail for the CAO to work out a plan to implement. They include our Health and Safety program, ensuring our Standard Operating Procedures manual is completed and adopted, Adopting and distributing our Municipal Emergency Plan, Pandemic planning, Communications upgrade to name a few. We are fortunate that Council had the courage to move to Alberta Health Services and that I could facilitate working out this deal. I have been told that Mackenzie County wrote the template for all other municipalities, including our large urban cities, for how to transition the service.

Other municipalities that were not as forward thinking have just recently, within the last month finally made their deals with AHS. Your decision made sure our residents have not seen a reduction in the level of service.

As this is my last report to Council I would like to say it has been a pleasure getting to know each of you and thank you for the opportunities that you have provided me.

R.N.BECKER  
Director, Planning & Emergency Services



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

Page 1

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**Personnel update:**

Jeri Philips accepted the Administrative/Accounting Clerk position and now is taking care of the front desk duties in combination with some of her previous accounting clerk duties.

Olga Plyetnyeva has been hired on full time basis as the TCA/Accounting Clerk.

**Administration, projects and activities:**

⇒ AUPE Negotiations

A letter is being sent to the Union as discussed at the last Council meeting.

⇒ 2010 Budget

The department has been working on reviewing and preparing working template documents and instructions for staff involved in an annual budget preparation. RFD is being presented to Council requesting provision of the 2010 budget guidelines.

⇒ Fort Vermilion Treated Water Cardlock - Computer Malfunction

The FV WTP has been malfunctioning since July 17<sup>th</sup>. This was discovered by the County's staff sometimes mid-August. The cardlock was fixed and we are invoicing for the differences for all effected cardholders. A note will be attached displaying how the recalculations were done.

⇒ 2009 Bursaries

Most of the returning service agreements have been signed and returned by the 2009 recipients.

⇒ Tax Forfeiture Properties

An auction sale was scheduled for August 11<sup>th</sup>. All property owners made arrangements prior to the auction sale scheduled time, therefore no auction was held.

⇒ 2009 Interim Audit and Tangible Capital Assets Review

The new County auditors visited the County in June. They have completed their interim audit and reviewed our TCA progress during the week of June 22.

The following are some of the upcoming projects/activities

- Offsite levy review (working together with other departments and an engineering firm) – this project requires clearer direction from Council and deserves an in-depth discussion at one of our managers meeting.

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

Page 2

- 
- Budget Development Software – is being postponed until further preview due to higher anticipated costs;

Respectfully submitted,



Joulia Whittleton



# Mackenzie County

## Director of Operations (North) Report

### In brief summary:

#### Fort Vermilion

- River Road

The ground base preparations are underway.

Concrete sidewalks have been started and are 75% complete.

- 47<sup>th</sup> & 49<sup>th</sup> Street paving project is 100% Complete
- New hoist for Fort Vermilion Public Works shop has been ordered.
- Reviewing final quotations for shop door replacement.

#### Rocky Lane

- Replacing culverts in various locations.

#### High Level Rural

- Replacing culverts in various locations.
- Rebuilding a non conforming road. (17-4)

#### Zama

##### Office Building

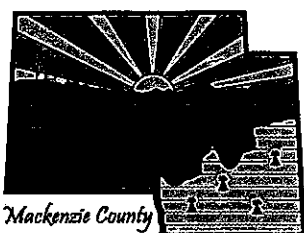
- The earth work for the New Zama office building is now underway.
- Working on the foundation and bringing the site up to grade.
- Water and sewer has been brought into the site.
- Street sweeper for the rubber tire back hoe has arrived and is currently in use.
- Working on decommissioning the old Lagoon site.

#### OTHER

- Ditch cleanout throughout the north half of the County is currently underway.

David Crichton  
Mackenzie County  
Director of Operations (North)





# MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>September 8, 2009</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Director of Corporate Services</b>
<b>Title:</b>	<b>Bylaw 736/09– Short Term Borrowing of Funds</b>

### BACKGROUND / PROPOSAL:

Mackenzie County Council approved FIN027 Investment Policy on May 6, 2008.

In January 2009, Mackenzie County Council engaged an independent investment management firm (ATB Investment Management), as permitted by the Policy, in order to maximize the County's return on its funds through long-term and short-term investments.

The Finance Committee at their August 20, 2009 meeting reviewed the following reports

- Internally prepared investment report, updated July 31, 2009 (attached);
- ATB quarterly report (Q2), updated June 30, 2009 (attached to the Quarterly Investment Report RFD);
- Internally prepared cash flow projection report (attached).

The cash flow projection report was prepared in order to determine the estimated levels of funds required on a monthly basis to meet the County's financial obligations and invest the estimated available funds on a short-term basis until such time as needed in order to maximize the County's investment income.

Cory Boddy, the ATB Investment Manager, reviewed our estimated cash flow requirements and assigned some indication rates (see the far-right columns in the spreadsheet, August 26, 2009), recommending using the ATB short-term deposit approach instead of Bankers Acceptances. Administration will proceed with the ATB IM recommendation as soon as possible.

### OPTIONS & BENEFITS:

It is known that the County relies on its reserve funds during its first five month of operations in a new fiscal year until starting to collect the new-year's taxes in June. In

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

addition, in some cases the County relies on provincial grant funding, which may or may not arrive in a timely manner.

After reviewing the internally prepared projected cash flow report, the Committee made a decision to recommend to Council approving a short-term borrowing bylaw for \$2,000,000 in order to re-establish our line-of-credit with ATB Financial as a safety guard (may be required in May) in order to avoid terminating long-term investments prior to their maturity dates.

Please review the attached Bylaw 736/09. The Bylaw is for \$2,000,000 with a three year term – January 1, 2010 to December 31, 2012.

Under the MGA, a borrowing bylaw that authorizes the borrowing does not have to be advertised if the term of the borrowing does not exceed 3 years if borrowing for operating and under 5 years if borrowing for capital.

**COSTS & SOURCE OF FUNDING:**

If the County uses its line-of-credit, interest will be charged at a negotiated rate at the time of the line-of-credit establishment.

**RECOMMENDED ACTION:**

**Motion 1:** (requires 2/3)

That first reading be given to Bylaw 736/09, being a bylaw authorizing the short-term borrowing of funds.

**Motion 2:** (requires 2/3)

That second reading be given to Bylaw 736/09, being a bylaw authorizing the short-term borrowing of funds.

**Motion 3:** (requires unanimous)

That consideration be given to go to third reading of Bylaw 736/09, being a bylaw authorizing the short-term borrowing of funds.

**Motion 4:** (requires 2/3)

That third reading be given to Bylaw 736/09, being a bylaw authorizing the short-term borrowing of funds.

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

# INVESTMENT SUMMARY PER JULY 31, 2009

## CHEQUING ACCOUNT

Bank account balance	<b>On July 31</b> <u>\$ 28,276,972</u>
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## INVESTMENTS

	<b>On July 31</b>
Short term investments (EM0-0377-A)	\$ 0
Short term T-Bill	\$ 426,667
Long term investments (EM0-0374-A)	\$ 6,020,269
	<u>\$ 6,446,936</u>

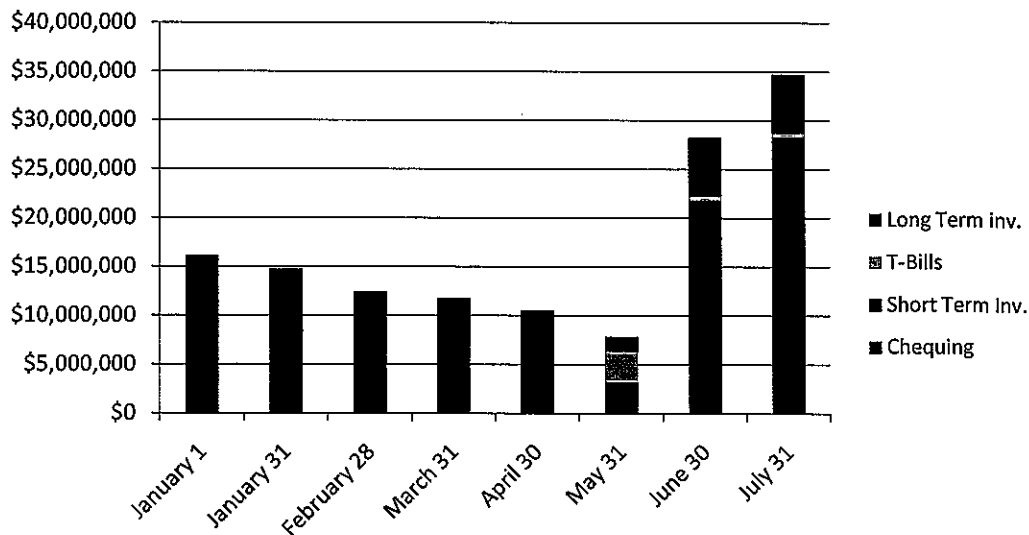
These balances are as per ATB's account statements, and include any 'market value changes'.

## INVESTMENT REVENUES & INTEREST ON CHEQUING ACCOUNT

	<i>Total Jan-July</i>	<i>Short Term</i>	<i>Long Term</i>
Revenue - market value changes	\$ (12,663)	n/a	\$ (12,663)
Income received from investments (after fees)	\$ 45,899	\$ 12,967	\$ 32,932
Interest received from chequing account balance	\$ 37,788	\$ 37,788	n/a
	<u>\$ 71,024</u>	<u>\$ 50,755</u>	<u>\$ 20,269</u>
	+		
Add: not yet received: interest accrued in bonds	<u>\$ 45,688</u>		
	=		
Total investment revenues: received + yet to receive	<u>\$ 116,712</u>		

## BALANCES IN THE VARIOUS ACCOUNTS JANUARY-JULY

	Chequing	Short Term Inv.	T-Bills	Long Term inv.	Total
January 1	\$16,171,001	\$0	\$0	\$0	\$16,171,001
January 31	\$8,312,118	\$5,000,058	\$0	\$1,471,846	\$14,784,022
February 28	\$6,010,836	\$5,000,330	\$0	\$1,479,870	\$12,491,036
March 31	\$6,920,505	\$3,416,521	\$0	\$1,501,637	\$11,838,663
April 30	\$4,124,604	\$4,919,257	\$0	\$1,510,057	\$10,553,917
May 31	\$1,474,463	\$1,751,344	\$3,174,042	\$1,505,478	\$7,905,326
June 30	\$21,816,479	\$0	\$426,577	\$6,002,870	\$28,245,926
July 31	\$28,276,972	\$0	\$426,667	\$6,020,269	\$34,723,908





Estimated monthly cash requirements

		Estimated cash out-flow (payments)						Estimated cash receipts			2009		Indication Rates (Aug 26, 2009)			
	Oper (incl LTD pmtis)	Non-TCA projects	TCA projects	AB School	MH Seniors	Grants to Other Org	Grants to Other Governments	Total cash out	Expected Revenues - operating (excluding interest on investments)	Capital Grants and Debenture borrowing	Maturing Long Term Inv	Estimated Operating & T Bill Account Balances (before short-term Inv)	To/From Operating Account	Estimated Operating & T Bill Account Balances (before short-term Inv)	ATB Term	BA (BMO, RBC, TD, CIBC, BNS)
August 18/09												28,488,799		28,488,799		
2009																
August	700,000		800,000					1,500,000	220,000			27,208,799	(25,000,000)	2,208,799		
September	2,600,000	63,416	630,796	1,700,000				4,994,212	220,000			22,434,587	2,800,000	234,587		
October	1,800,000	572,000	5,362,965					7,734,965	220,000	1,261,147		16,180,769	6,200,000	180,769	0.50%	0.28%
November	1,800,000	255,000	1,270,229					3,325,229	220,000	500,000	465,000	14,040,540	2,100,000	140,540	0.51%	0.29%
December	3,300,000	483,602	4,112,856	1,700,000			250,000	9,846,458	220,000	2,576,004		6,990,086	7,000,000	90,086	0.52%	0.31%
2010																
January	700,000		1,943,860			525,000	400,000	3,568,860	220,000			3,641,226	3,300,000	41,226	0.52%	0.32%
February	820,000		100,000		150,000			1,070,000	220,000	433,320		3,224,546	500,000	124,546	0.53%	0.45%
March	1,150,000		60,000	1,700,000				2,910,000	220,000	1,000,000		1,534,546	1,700,000	134,546	0.53%	unavailable
April	1,150,000		-					1,150,000	220,000			604,546	900,000	104,546	0.58%	unavailable
May	1,150,000		650,002					1,800,002	220,000			(975,456)	500,000	(975,456)	0.62%	unavailable
June	1,250,000		512,648	1,700,000	450,000		500,000	4,412,648	32,000,000			26,611,896		26,611,896		
July	1,500,000		765,000			400,000	800,000	3,465,000	220,000			23,366,896		23,366,896		
August			2,366,076					2,366,076								
TOTAL	17,920,000	1,374,018	18,574,432	6,800,000	600,000	925,000	1,950,000	45,777,374	2,420,000	5,770,471	465,000		25,000,000			





**BYLAW NO. 736/09**

**BEING A BYLAW OF THE  
MACKENZIE COUNTY IN THE PROVINCE OF ALBERTA,  
TO AUTHORIZE THE SHORT-TERM BORROWING OF FUNDS,  
FROM TIME TO TIME, AS MAY BE NECESSARY TO MEET THE  
OPERATING AND CAPITAL OBLIGATIONS OF  
MACKENZIE COUNTY**

**WHEREAS**, under the authority and pursuant to the provisions of the Municipal Government Act, Revised Statutes of Alberta, 2000, Chapter M-26, the Council may pass a bylaw to borrow money on a short-term basis for the financing of a operating expenditure and/or capital property expenditure; and

**WHEREAS**, it is deemed proper and expedient for the Council of Mackenzie County to authorize the Reeve and Chief Administrative Officer or his designate to borrow sums considered necessary to meet the current operating expenditures and capital obligations of the Corporation as per the approved annual budgets.

**NOW THEREFORE**, the Council of Mackenzie County, hereinafter called the "Corporation", in the Province of Alberta, duly assembled, enacts as follows:

1. That the Council of the Corporation does authorize to borrow from ATB Financial a sum or sums not exceeding Two Million (\$2,000,000.00) Dollars, which the Council deems necessary to expend to meet the current operating expenditures and capital obligations of the Corporation, until such time taxes levied or to be levied therefore can be collected, or as grants can be received from the Province of Alberta, and as the Corporation applies for and receives funds by way of issuance of long-term debenture, and to pay or agree to pay interest on the sum or sums so borrowed either in advance or at maturity, and in either case after maturity, at such rate as may be agreed upon from time to time between Council and ATB Financial.
2. That the sum or sums so borrowed be evidenced and secured by the promissory note or notes of the Reeve and Chief Administrative Officer or his designate of the Corporation given on its behalf, and the said Reeve and Chief Administrative Officer or his designate are hereby authorized and empowered to execute and give such promissory note or notes as may be required by ATB Financial and to determine and agree upon from time to time the rate of interest applicable to the amount of same borrowed hereunder, remaining from time to time outstanding.
3. That the Council of the Corporation does hereby pledge to ATB Financial security for the money borrowed hereunder, unpaid taxes and penalties on taxes assessed and/or levied by the Corporation in previous years together with penalties thereon and taxes assessed or to be assessed and/or to be levied for

the current year and the following year, equal only to the amount of used promissory note or notes including interest but not to exceed the sum of Two Million (\$2,000,000.00) Dollars.

4. The Corporation shall deposit in an account with the said ATB Financial the amount of said taxes, penalties and other designated revenues as collateral security for the money to be borrowed hereunder and interest thereon, and the sum shall be applied as necessary in payment of monies borrowed hereunder and interest thereon.
5. That the said ATB Financial shall not be restricted to the said taxes, penalties and other designated revenues for the payment of the monies borrowed as aforesaid, or to be bound to wait until such taxes, penalties and other designated revenues can be collected, or be required to see that the said taxes, penalties and other designated revenues are deposited as aforesaid.
6. That nothing herein contained shall waive, prejudicially affect or exclude any right, power, benefit or security by statute, common law or otherwise given to or implied in favour of the said ATB Financial.
7. This Bylaw shall come in effect on January 1, 2010 and expire on December 31, 2012.

READ a first time this    day of            , 2009.

READ a second time this    day of            , 2009.

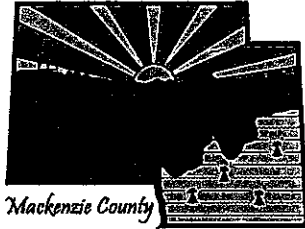
READ a third time and finally passed this    day of            , 2009.

---

Greg Newman  
Reeve

---

William Kostiw  
Chief Administrative Officer



## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>September 8, 2009</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Director of Corporate Services</b>
<b>Title:</b>	<b>Mackenzie County 4-Step Community Sustainability Plan</b>

**BACKGROUND / PROPOSAL:**

The County Council recognized great value in developing an integrated community sustainability plan and therefore approved the Integrated Community Sustainability Plan project in its 2009 Budget.

The following motions were passed at the January 13, 2009 meeting:

**Motion 1:**

That Mackenzie County develop the Integrated Community Sustainability Plan which will include a sustainable community vision and sustainability targets with an \$80,000 commitment of its municipal funds from its 2009 budget towards the costs of this initiative.

**Motion 2:**

That administration be authorized to engage the Activation Analysis Group in order to assist with the grant application process and the undertaking of the Integrated Community Sustainability Plan.

**OPTIONS & BENEFITS:**

Administration jointly with Activation Analysis prepared a comprehensive application as directed by Council (attached for your information).

The County was recently notified that the project was approved with a \$89,237 grant contribution from the Green Municipal Fund (please see the attached letter).

Author: Joulia Whittleton Review Date: \_\_\_\_\_ CAO

The County was required to outline the proposed project management approach and explain how we will ensure that the activities in the work plan are successfully completed on time and on budget.

The County's proposed approach was outlined as follows:

*Our Project Management Approach will consist of the following elements:*

*1. A Committee of Council, chaired by the Reeve, who will be responsible for monitoring strategic direction.*

*2. A working committee of Senior Administration, chaired by the CAO, who will have overall responsibility to ensure work plan is completed within the established critical path:*

*a) Senior Administration will report the progress of this project to Council at their regularly scheduled meetings. This report will include the initial time lines and budgets for each component of this project in comparison to the actual and/or projected completion time and cost for each component;*

*b) The Corporate Services Department will be responsible for maintaining the project file that will include all relevant data with respect to this project.*

**COSTS & SOURCE OF FUNDING:**

2009 Budget

**RECOMMENDED ACTION:**

**Motion 1:**

That a committee, chaired by the Reeve, be established for monitoring strategic direction during development of the Mackenzie County 4-Step Community Sustainability Plan and that the following Councilors be appointed to the Committee:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

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

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Président

Mayor Basil Stewart  
Summerside,  
Prince Edward Island

First Vice-President  
Premier vice-président

Director Hans Cunningham  
Regional District of Central  
Kootenay, British Columbia

Second Vice-President  
Deuxième vice-président

Councillor Berry Vrbánovic  
Kitchener, Ontario

Third Vice-President  
Troisième vice-présidente

Councillor Karen Leibovici  
Edmonton, Alberta

Président sortant  
Past President  
Maire Jean Perrault  
Sherbrooke, Québec

Chief Executive Officer  
Chef de la direction

Brock Carlton  
Ottawa, Ontario

August 24, 2009

Reeve Greg Newman  
and Members of Council  
Mackenzie County  
4511-46 Avenue  
Box 640  
Fort Vermilion, AB  
T0H 1N0

**Project Title:** Mackenzie County Four Step Community  
Sustainability Plan  
**Application number:** GMF 10170

Dear Reeve Newman and Members of Council:

On behalf of the Green Municipal Fund (GMF) Council and the Federation of Canadian Municipalities' (FCM) National Board of Directors, I would like to congratulate the Mackenzie County on its successful funding application for the above-noted initiative. It is our pleasure to confirm that the Mackenzie County has been approved for a grant in the amount of up to \$89,237 (the grant).

In the near future, Mr. Andrew Kemp will contact the Mackenzie County to finalize the Agreement for this funding.

FCM oversees the public announcement of all GMF-funded initiatives. After the Agreement is signed, a GMF communications officer will contact you to discuss the process for a public announcement. Before making any public statements on GMF funding, please contact GMF Communications Officer Dave Weatherall at 613-907 6292 or at [dweatherall@fcm.ca](mailto:dweatherall@fcm.ca).

We would like to thank you for your interest in GMF. We look forward to working with you to improve the quality of life in your community, and to sharing the results of your initiative with communities across Canada.

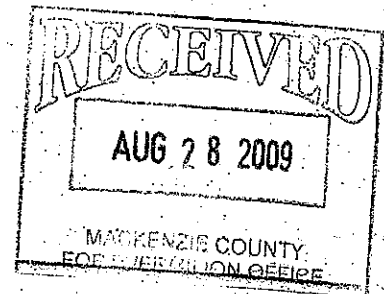
Sincerely,



Karen Leibovici  
Chair  
Green Municipal Fund Council

KL/AK:mam

pc. Ms. Joulia Whittleton, Director, Mackenzie County



## Green Municipal Fund Grant Application

### Part B – Detailed Application

**B.1 Note that the following required documents must be submitted with this application. (Sample letters are available on our website or by mail.)**

Letter of consultation from the municipality to confirm consultation with its provincial or territorial government; except municipal applicants in the province of Quebec.

Letter of municipal contribution from the Lead Municipality to confirm the amount of its cash contribution for the plan. This amount must be at least 10% of the plan's eligible costs.

Copies of letters of contribution from each confirmed Contributing Partner to confirm the amount of its financial contribution to the municipality to undertake the development of the plan.

**B.2 The Green Municipal Fund Grant Application, Part A – Intent to Apply is an integral part of this application. If any of your answers in the Intent to Apply form have changed since its submission, indicate the types of changes using the check boxes below and then provide a description of these changes.**

No changes	<input checked="" type="checkbox"/>	Changes or additions to the participating organizations	<input type="checkbox"/>
Change in contact names or addresses	<input type="checkbox"/>	Change in the focus or description of the proposal	<input type="checkbox"/>
Other (explain below):	<input type="checkbox"/>		

**B.3 Summarize the proposed plan.**

This response will be submitted as written to the Green Municipal Fund Council as a summary of your plan. You will be asked to provide more detail in later questions. Be concise (maximum 2 pages) when addressing the following items, in order:

1. Briefly describe the community or neighbourhood that will be the subject of the plan;
2. Identify the work plan activities and methodology to be used;
3. Describe the sustainability issues (e.g., environmental, social, economic) to be addressed and how sustainability targets will be developed and success monitored;
4. Explain how the plan will be integrated across departments and municipal service areas, (e.g., energy use, neighbourhood planning, transportation, water, and waste);
5. Explain how the plan will link to and work with existing municipal plans (e.g., master plan, Local Action Plan);
6. Describe the community consultation process;
7. Describe the anticipated deliverable and contents of the deliverable; and
8. Explain how this plan or the planning process will result in knowledge that could be shared with other municipalities.

Mackenzie County 4 Step Community Sustainability Plan will have as its focus the area within the municipal boundaries of Mackenzie County. Mackenzie County, a Specialized Municipality, is Alberta's most northerly municipality covering an area in excess of 80,485 km<sup>2</sup> (approximately 12% of the total landmass of the Province.) Our municipality is larger than the Provinces of New Brunswick, Nova Scotia or Prince Edward Island. We have a growing population that exceeds 10,000 residents who are located in three major hamlets (Fort Vermillion, La Crete, and Zama City and their surrounding areas). The County has a vibrant agricultural region centred around Highway 58 and La Crete. It has a shadow population that surpasses five to seven thousand additional residents at various times of the year. We are dependant upon primary resource extraction activities and agriculture. In addition to the resident municipal population, four First Nations living in 23 communities are located within the County's borders. Our economic activity is currently clustered around Oil and Gas extraction, Forestry, Agriculture and the provision of people services. The challenge of integrating the reality of distances between centres of commerce, settlements and spheres of economic activity dominate the agenda. The 4 Step Community Sustainability Plan (FSCP) will integrate Economic, Social, Environmental and Community Wellness components into a comprehensive strategic road map to guide the municipality. Our Work Plan consists of a comprehensive examination of previously completed analyses and studies to validate results achieved, coupled with an environmental scan to confirm benchmarks to plot measurable targets and Key Performance Indicators (KPI's). In collaboration with volunteer stakeholders, we will engage residents, service agencies, partners and others to participate in the development of a road map to manage sustainable growth.

The methodology we have elected to use consists of three pillars:

1. Data assembly and analysis to establish potential gaps and confirm metrics.
2. Community consultation through a combination of personal interviews, web based surveys, focus groups and Town Hall sessions to establish common understandings and confirm KPI's.
3. Preparation of an Action Plan to serve as a strategic compass to guide decision-making, and a mechanism to measure results.

The key sustainability issues we seek

are:

- Community Facilities/Infrastructure Investment Strategies to address current and future community wellness facilities (including recreation and parks programs and services), public works and utilities services. Our goal is to provide a sustainable and structured approach to responding to community needs.
- Economic Development Strategies to address the full spectrum of transportation infrastructure requirements (air, rail and road) so that environmentally compatible land use planning initiatives and growth management opportunities are integrated. These are all pivotal to the creation of jobs and of sustainable opportunities for the residents.
- Social Strategies to address quality of life elements so that Mackenzie County will continue to be a great place to live, work and raise a family. These include community wellness, community integration and community coordination. (N.B. Mackenzie County is blessed with a unique community mosaic consisting of distinct First Nations, Mennonite and resource extraction communities.)
- Environmental Sustainability Strategies to weave together the first three steps of our comprehensive plan to ensure that plans and programs are environmentally sound and sustainable.

The completed 4 Step Community Sustainability Plan will serve as the compass by which the County, as well as aligned agencies that operate within the County, will be provided with a comprehensive road map that will serve as a collaborative guide for progressive decision-making.

We welcome an opportunity to share with others our approach, methodology used and the results achieved to assist other municipalities in their pursuit of sustainable community building.

#### B.4 What are the objectives your municipality hopes to achieve with this plan?

Our principle objective is to have a strategic road map, built through broad-based community collaboration, that is evidence-based and sustainable. This plan is critical so that the challenges that we face as result of distance from each other, distance from our markets and the global volatility of our base industries that we rely upon for economic opportunities, are brought together in a single document so that we can continue to improve the standard of living for our residents.

Our 4 Step Community Sustainability Plan will not be the end of our pursuit of building a sustainable community. Rather, it will serve as the critical and fundamental first step on our journey.

#### B.5 Explain how the municipality will establish sustainability goals, targets, and indicators.

Describe how the municipality will establish challenging but achievable short-, medium-, and long-term sustainability targets; and how the municipality will work towards and measure the targets. Explain how the municipality will ensure that the plan is implemented so that it starts on a more sustainable path rather than continuing with business as usual.

Continuing with business as usual is not an option.

As a key deliverable, we will produce an Action Plan covering those activities that can be sustainably achieved immediately, those that will require both partnership, resources and time



(medium-term) and those that will require the adoption of key building blocks prior to realization (long-term). With formal adoption of our 4 Step Community Sustainability Plan by County Council, we will have a road map to guide planning and budgetary decisions. The Action Plan will contain sustainable metrics and KPI's, that on a regular basis, will be measured and results documented. Successes will be celebrated and gaps identified.

Through this approach, the County will be in a position to consider options and alternatives to undertake measures needed to bridge the gaps that are identified.

Semiannually, the results of implementation will be publicly circulated to foster transparency and accountability, fostering community building.

### **B.6 How will this plan integrate with existing municipal plans and policies?**

Describe how the sustainable community plan will be developed taking existing plans and policies into consideration. Give examples of the main plans and policies that will be affected. Explain how this plan will work with those plans in the future to ensure that the goals and targets are achieved.

Mackenzie County currently has a Municipal Development Plan, Land Use ByLaw, a rolling Three-Year Business Plan, a long term Capital Infrastructure Plan and a current Operating and Capital Budget to list a few statutory and non-statutory documents that direct decision-making.

In addition, a series of economic and community wellness strategies covering such elements as protective services, ambulance, water and waste-water initiatives have evolved over time.

A key deliverable of this project is to bring all of these plans and strategic documents together, consult and collaborate with residents and stakeholders and produce a community sustainability plan that will guide critical decisions into the future.

### **B.7 Explain how the municipality is taking a systems approach to address environmental issues with respect to this plan and related municipal activities.**

Address the following issues in your response:

1. How the municipality has already begun to take and/or how this plan will help the municipality to take an integrated approach to municipal sustainability issues;
2. How the municipality's approach to this plan will be integrated across departments and municipal service areas, at least including all GMF sectors for which the municipality has responsibility (brownfields, energy, transportation, waste, and water);
3. The extent to which the plan will analyze the root causes of environmental impacts, and not only the symptoms; and
4. How the approach to this plan will help the municipality to adopt a systems approach in its future decision-making (e.g., adopting a triple-bottom line decision-making policy, requiring a life-cycle analysis of new initiatives, etc.

In 2007 Mackenzie County embraced the need to develop and maintain a Three-Year Business Plan. This was done and updated in 2008. The purpose of the Business Plan was to foster an integrated approach to municipal sustainability issues. The 4 Step Community Sustainability Plan will build on the success achieved thus far in charting a viable road map on meeting the evolving challenges of providing municipal services to our residents. Through an analytical and evidence-based approach that includes comprehensive metrics and Key Performance Indicators, initiatives

currently underway and new ones will be evaluated and modified as required.

We are pleased to confirm that our Mackenzie County Four Step Community Sustainability Plan is directed to cover all five of the Green Municipal Fund sectors, as our municipality is responsible for all of these sectors in our region.

Specifically, in our Sustainability Plan we will have a central focus the confirmation of a sustainable road map for the municipal transportation sectors, continuous enhancement of energy management in our municipal facilities, optional actions for our brownfield redevelopments, examination of both domestic and surface water management alternatives, and sustainable enhancements and improvements options for our solid and liquid waste challenges.

The key sustainability issues we seek are:

- Community Facilities/Infrastructure Investment Strategies to address current and future community wellness facilities (including recreation and parks programs and services), public works and utilities services. Our goal is to provide a sustainable and structured approach to responding to community needs.
- Economic Development Strategies to address the full spectrum of transportation infrastructure requirements (air, rail and road) so that environmentally compatible land use planning initiatives and growth management opportunities are integrated. These are all pivotal to the creation of jobs and of sustainable opportunities for the residents.
- Social Strategies to address quality of life elements so that Mackenzie County will continue to be a great place to live, work and raise a family. These include community wellness, community integration and community coordination. (N.B. Mackenzie County is blessed with a unique community mosaic consisting of distinct First Nations, Mennonite and resource extraction communities.)
- Environmental Sustainability Strategies to weave together the first three steps of our comprehensive plan to ensure that plans and programs are environmentally sound and sustainable.

**B.8 Explain how this plan or planning process will be innovative in addressing environmental issues within the municipality.**

An innovative plan develops or applies new knowledge or practices, or finds new ways of using existing knowledge or practices. The plan can also be innovative for the community size or the geographic region. Examples of innovation include the identification of new partnership opportunities or the creation of new public consultation processes used to develop the plan.

Mackenzie County -- larger than three provinces, has no choice but to strive continuously to harness innovation, technology and new ways to address real problems. Examples include establishing partnerships with existing service providers such as the Gas Cooperative to access their infrastructure to permit expanded broad-band internet access to remote and distant residents; through to further expansion of the County communications systems, to permit residents and businesses located in remote and distant areas to fully access opportunities.

Unlike municipalities where settlements and community wellness services are nearby, our residents

must travel extensive distances for even basic municipal, provincial or federal service.

Our mission is to continue to forge new and innovative methods to reduce the challenges that this reality poses. Through a construction of a comprehensive 4 Step Community Sustainability Plan, we are confident that we will achieve our mission.

**B.9 Describe how this plan has the potential to be replicated in other municipalities across Canada.**

Explain how the planning process that is used, or the findings and lessons learned that result from the plan, could be applied — in whole or in part — by other municipalities interested in addressing similar issues. Also indicate the types of communities that would be the best candidates for replication (e.g., municipalities of a similar size, rural areas, major metropolitan areas, single-employer municipalities).

We believe that the methodology that we will employ could be adopted by municipalities that face the challenges of long distance from markets, a massive land base and a remote setting. The knowledge we will gain in community consultation through multiple mechanisms and techniques may be of benefit to others. However, the single greatest benefit that we anticipate others may adapt, is the comprehensive approach to a sustainable compass to guide decision-makers as they address the challenge of matching demands with limited human and financial resources. Finite resources and limited funding mandates the need to embrace innovation and alternative ways of fulfilling municipal duties. Charting a comprehensive sustainable approach that balances human, ecological and economic needs and demands is a common and shared vision for all municipal governments.

**B.10 Will the planning process you undertake, or the plan that you produce, contribute new information in the field of planning, or respond to a need for information that can assist other municipalities? Please explain.**

Possibly. In particular, the use of innovative techniques in assembling community stakeholder views in a region where the travel time from one community to another community exceeds eight hours.

For example.

We propose to provide inexpensive video cameras with appropriate training, to a cross-section of our youth so that they can document through direct interviews those recreation, environmental and other municipal services that that cohort wish to see put in place. In other words, the youth would assemble the raw data unfiltered through the eyes and ears of an older generation.

We propose to use an interactive website where residents, service providers, businesses and others can access and provide responses to the community consultation survey instruments.

We propose to harness the leadership of key community stakeholders to assist in gathering input from their sectors, such as church communities, service clubs, business associations, etc.

**B.11 Explain how the results of the plan could be shared in a way that other municipalities could benefit from the knowledge gained.**

Show the potential of the plan to result in, or plans for it to result in, materials or products that could assist other communities interested in addressing similar issues. For example, the development of a decision-making guide to ensure sustainability is incorporated into all municipal decisions.

It is possible that elements of the 4 Step Community Sustainability Plan that we are undertaking may serve as a template for similar municipalities to adapt to meet their specific circumstances and needs.

**B.12 Provide relevant experience and qualifications to demonstrate the ability of you and your team to manage the development of this plan to completion.**

Provide examples of similar successful endeavours and identify your capacity to manage consultants throughout the development of the plan.

The County management team, lead by the CAO, developed numerous documents with engagement of an expert consulting firm. Through direct involvement during public consultation process, routine meetings with consultants, written communications, the time lines and budgetary compliance reviews, the management team and CAO will manage this plan to completion.

Examples of the previously developed plans include:

Mackenzie County Municipal Development Plan

Mackenzie County Land Use Bylaw

2007 - 2010 Mackenzie County Business Plan

2008 - 2011 Mackenzie County Business Plan

Mackenzie County Long-term Infrastructure Plan

**B.13 Describe your project management approach and explain how you will ensure that the activities in the work plan are successfully completed on time and on budget.**

Elaborate on your role and responsibilities, the resources you have at your disposal, and how you will manage the finances related to developing the plan.

Our Project Management Approach will consist of the following elements:

1. A Committee of Council, chaired by the Reeve, who will be responsible for monitoring strategic direction.
2. A working committee of Senior Administration, chaired by the CAO, who will have overall responsibility to ensure work plan is completed within the established critical path:
  - a) Senior Administration will report the progress of this project to Council at their regularly scheduled meetings. This report will include the initial time lines and budgets for each component of this project in comparison to the actual and/or projected completion time and cost for each component;
  - b) The Corporate Services Department will be responsible for maintaining the project file that will include all relevant data with respect to this project.

**B.14 How will municipal staff and officials be involved in monitoring and decision making related to developing the plan?**

Include any involvement of elected officials in overseeing and approving work related to the plan.

1. The County Council reviewed the proposed outline for the plan development and will be responsible for monitoring strategic direction.
2. A working committee of Senior Administration, chaired by the CAO, who will have overall responsibility to ensure work plan is completed within the established critical path.

**B.15 Provide relevant experience and qualifications to demonstrate the ability of hired consultants to perform the work required to develop this plan.**

If no consultants have yet been identified, explain your selection process and criteria.

Our consultants, Activation Analysis Group Inc. are one of Alberta's leading municipal management consultants.

In a wide range of business and government fields, their principals and associates have expertise in:

Strategic Planning for Business & Government

Strategic Communications Planning & Execution  
Policy and Program Evaluation & Development  
Issues and Crises Planning & Management  
Governance, Effective Board Process & Procedure  
Legislative and Regulatory Approval Processes  
Human Resource Services (recruitment, evaluation, interim management, etc)  
Economic Studies & Cost-Benefit Analysis Project Proposals  
Applications and Briefs - Research/Writing  
Government and Private Sector Relationship-Building  
Political Audits  
Marketing, Competitiveness & Industry Sector Analysis  
Business Planning  
Financial Analysis and Planning  
Organizational and Management Development  
Facilitation of Retreats, Strategic Planning Initiatives  
Educational/Informational Forums and Seminars  
Security Reviews and Strategies

Extensive details on the firm can be found on their firm's website [www.aagi.ca](http://www.aagi.ca).



**B.16 Complete the work plan for developing the sustainable community plan.**

Following are brief descriptions of each field in the work plan.

**Milestones:** Identify concrete, measurable deliverables or outcomes that the planning team is expected to achieve during the development of the plan. The milestones and the activities serve as benchmarks to measure progress. **Consultation milestones are required** throughout the work plan to indicate where consultation with the public and stakeholders will occur. Add a consultation milestone at any point in the work plan by adding a blank row.

**Activities:** List, in detail and in chronological order, the main steps needed to achieve the work plan milestones. Examples of activities include consultation, establishing sustainability targets, and developing a monitoring plan. Activities must be tied to a specific milestone, and each milestone should have at least one activity associated with it. Like milestones, activities should link to the overall goals of the plan.

**Timeline:** Define the schedule for carrying out the activities, specifying when the activities are to be carried out and how long each will take to complete.

**Responsibility:** Identify who will carry out these activities.

**Reporting:** Identify the indicators for evaluating the level of success for each activity.

Tips for completing the work plan:

**Add an activities row:** Use this button to add additional activities to the current milestone.

**Remove the added activities row:** Use this button to remove the last activities row that was added to the current milestone. **Removing an activities row permanently deletes any text entered in that row.** The initial activities row cannot be removed.

**Add a blank milestone:** Use this button to add a blank milestone block below the current milestone. Blank milestone blocks should be used to add consultation milestones at appropriate points in the work plan or to add any other milestones that are not already present in this work plan.

**Remove the added milestone:** Use this button to remove the last milestone block that was added to the section of the work plan. **Removing a milestone block permanently deletes any content entered into that block.**

**Note: Consultation is a required milestone.** Add this milestone in your work plan one or more times as appropriate for your study or a note explaining why consultation is not relevant for this study.

### Sustainable Community Plan Work Plan

**Milestone: Vision**

Establish a sustainability vision shared by the municipality, the community, and stakeholders.

Activities	Timeline	Responsibility	Reporting
Data Assembly and Review	12 weeks	Consultants/ Administration	Council Committee
Preparation of Community Consultation Instruments	3 - 4 weeks	Consultants	Administration/Council Committee
Gathering Community Input	8 - 12 weeks	Consultants	Administration/Council Committee
Confirmation of community vision	4 weeks	Council/ Administration/ Consultants	Council

Add an activities row   
  Remove the added activities row   
  Add a blank milestone   
  Remove the added milestone

**Milestone: Current Situation**

Using existing information, analyse the community or neighbourhood's current situation and identify areas of strength and issues of concern.

Activities	Timeline	Responsibility	Reporting
Data Assembly and Analysis	12 weeks	Consultants/ Administration	Council Committee
Options Scan	4 weeks	Consultants	Administration
Focus Test Option Scan Results	2 weeks	Consultants/Council Committee	Council



**Sustainable Community Plan Work Plan**

Add an activities row     Remove the added activities row     Add a blank milestone     Remove the added milestone

**Milestone: Action Plan**  
 Develop sustainability goals to achieve the vision, and targets to achieve the goals.

Activities	Timeline	Responsibility	Reporting
Pre-Planning Phase	6 - 8 weeks	Council Committee/ Administration/ Consultants	Council
Data Assembly Phase	5 - 8 weeks	Administration/ Consultants	Council Committee
Community Consultation Phase	8 - 12 weeks	Consultants	Administration/Council Committee
Analysis	6 - 7 weeks	Consultants	Administration/Council Committee
Draft Plan Preparation	6 - 8 weeks	Consultants	Administration/Council Committee
Draft Plan Presentation	2 weeks	Council Committee/ Administration/ Consultants	Council
Plan Presentation	1 week	Council	Public

Add an activities row     Remove the added activities row     Add a blank milestone     Remove the added milestone

### Sustainable Community Plan Work Plan

#### Milestone: Implementation and Monitoring

Develop a detailed implementation plan that includes performance and evaluation criteria. The plan should identify funding requirements, phasing and scheduling, and the allocation of human and financial resources for implementing the plan. It should also include a monitoring plan that includes indicators, to assess progress in meeting the sustainability goals and targets.

Activities	Timeline	Responsibility	Reporting
1. Preparation of the landscape (Estimated budget allocation of \$47,250)	12 to 16 weeks (Based on approval of Grant funds by May 15, 2009, this element is scheduled for completion by September 30, 2009)	Consultants/ Administration	Council Committee
2. Confirmation of Community Vision (Estimated budget allocation of \$35,500)	3 to 5 weeks (Scheduled completion by October 31, 2009.)	Consultants/ Administration/Council Committee	Council
3. Preparation and review of draft 4 Step Community Sustainability Plan (Estimated budget allocation of \$69,000)	6 to 8 weeks (Scheduled completion by December 15, 2009)	Consultants	Council Committee/ Administration
4. Formal Submission of 4 Step Community Sustainability Plan to Council (Estimated budget allocation of \$15,000)	January 10, 2010	Consultants	Council
5. Council consideration for adoption of the 4 Step Community Sustainability Plan (Estimated budget allocation of \$4,500)	January 31, 2010	Council	Council
6. Presentation of Final Adopted Plan to the residents of Mackenzie County (Estimated budget allocation of \$5,250)	Options for public presentation include a series of Town Hall Meetings (due to the massive distances between communities)  Web-site placement  Printed versions for placement in libraries, other community gathering points and distributed as requested.	Administration/ Consultants/Council Committee	Council

**Sustainable Community Plan Work Plan**

- Add an activities row  
  Remove the added activities row  
  Add a blank milestone  
  Remove the added milestone

**Milestone: Reporting**

Report on the planning tasks undertaken, the results obtained, the final plan developed, and recommendations for further study and/or the implementation of identified alternatives and strategies.

Activities	Timeline	Responsibility	Reporting
Implementation and Monitoring Activities 1 through 6 (from above)	Upon completion of an activity	Consultants/ Administration	To Council at their regularly scheduled meetings
Implementation and Monitoring Activities 2, 4, 5 and 6	Upon completion of an activity	Council/Administration	To Green Municipal Fund by a written communication
Implementation and Monitoring Activities 2, 4, 5 and 6	As required for engagement and/or upon completion of an activity	Council/Administration	To Public through by-monthly County Image, public meetings and/or the County web-site
Recommendations for further study and/or implementation of identified alternatives and strategies	Upon adoption of the plan	Administration/ Consultants	To Council and Green Municipal Fund

- Add an activities row  
  Remove the added activities row  
  Add a blank milestone  
  Remove the added milestone

**Milestone: Approval**

Obtain municipal council approval for the sustainable community plan.

Activities	Timeline	Responsibility	Reporting
Adoption of Plan	Within 4 weeks of Completion	Council	Formal Adoption at Council Meeting

- Add an activities row  
  Remove the added activities row  
  Add a blank milestone  
  Remove the added milestone

**B.17 Complete the following budget table.**

Itemize the total expense for completing each activity listed in the work plan (copy the activities directly from the work plan).

Following are brief descriptions of eligible and ineligible costs. Refer to the Application Guidelines for more detailed explanations.

You may begin incurring eligible costs on the date that the Green Municipal Fund Grant Application, Part A – Intent to Apply is accepted, but at your own risk. If your Part B – Detailed Application is turned down, you will not be reimbursed for any expenses.

**Eligible cash costs:** Any costs incurred by the Lead Applicant associated with hiring, on contract, professional and technical consultants or contractors who are directly involved in the technical, engineering, environmental, or financial aspects of the proposed plan.

**In-kind costs:** Staff time contributed by the Lead Applicant directly related to the proposed plan. Eligible in-kind costs cannot exceed 10% of the total eligible cash costs.

**Ineligible costs:** The following expenses generated by the lead applicant, contributing partners, or study partners will not be reimbursed; overhead costs; staff-related expenses; the lease or purchase of real estate; costs associated with attending conferences and participating in missions; costs for which the lead applicant is eligible for a rebate; education, training, outreach, or promotion not directly related to the proposed plan; office supplies; computer software, equipment, and furniture; and the value of any ineligible in-kind goods and services.

<b>BUDGET – Eligible Cash Costs</b>		
	<b>Activity from Work Plan</b>	<b>Cost (\$)</b>
x	Professional Services - Pre-planning phase	8,500
x	Professional Services - Data Assembly Phase	38,750
x	Professional Services - Community Consultation Phase (including advertising, disbursements and meeting space rental)	34,250
x	Professional Services - Analysis and Plan preparation Phase	50,500
x	Professional Services - Plan completion and Presentation Phase (including disbursements, advertising, printing and distribution of Final Plan)	30,250
<b>Total eligible cash costs:</b>		<b>\$162,250</b>

Add row above

<p><b>BUDGET – Eligible In-kind Costs (Lead Applicant Staff Time Only)</b> (maximum = 10% of the total eligible cash costs)</p>
---

Activity from Work Plan		Cost (\$)
<input checked="" type="checkbox"/>	Senior Administrative Support	16,225
Total eligible in-kind costs:		\$16,225

Add row above

**BUDGET – Ineligible Cash Costs**

Activity from Work Plan		Cost (\$)
<input checked="" type="checkbox"/>	N/A	0
Total ineligible cash costs:		\$0

Add row above

**BUDGET – Ineligible In-kind Costs**

Activity from Work Plan		Cost (\$)
<input checked="" type="checkbox"/>	Administrative support	12,525
Total ineligible in-kind costs:		\$12,525

Add row above

**BUDGET – Overview**

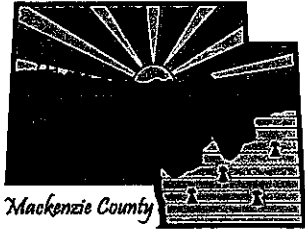
Cost Type	Cost (\$)
<b>TOTAL ELIGIBLE COSTS</b> (eligible cash costs + eligible in-kind costs):	\$178,475
<b>TOTAL INELIGIBLE COSTS</b> (ineligible cash costs + ineligible in-kind costs):	\$12,525
<b>TOTAL COSTS:</b>	\$191,000

**B.18 List all contributions to the plan.**

The municipality must make a minimum 10% cash contribution toward the eligible costs of developing the plan. Also include requested Green Municipal Fund funding, cash donations, grants, municipal reserve funding, municipal operating budget funding, any contributions from Contributing Partners, and any other financial assistance.

Funding Sources	In-kind or Cash	Confirmed (Y/N)	Amount (\$)	
Green Municipal Fund Request	Cash	Y	89,237	
<input checked="" type="checkbox"/>	County of Mackenzie	Cash	Y	73,013
<input checked="" type="checkbox"/>	County of Mackenzie (eligible)	In-kind	Y	16,225
<input checked="" type="checkbox"/>	County of Mackenzie (ineligible)	In-kind	Y	12,525
Total funding (equal to "Total Costs" in budget table):			\$191,000	

Add row above



## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>September 8, 2009</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Director of Corporate Services</b>
<b>Title:</b>	<b>Quarterly Investment Report - June 30, 2009</b>

### **BACKGROUND / PROPOSAL:**

Mackenzie County Council approved FIN027 Investment Policy on May 6, 2008.

In January 2009, Mackenzie County Council engaged an independent investment management firm (ATB Investment Management), as permitted by the Policy, in order to maximize the County's return on its funds through long-term and short-term investments.

### **OPTIONS & BENEFITS:**

Please review the ATB quarterly report (Q2), updated June 30, 2009.

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

2009 Budget

### **RECOMMENDED ACTION:**

That the quarterly investment report for the period ended June 30, 2009 be accepted for information.

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

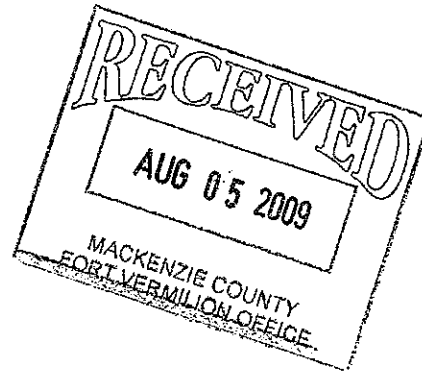




3<sup>rd</sup> Floor, 9888 Jasper Avenue  
Edmonton, AB T5J 1P1  
www.atb.com

July 2009

Mackenzie County  
P.O. Box 640  
Fort Vermilion, AB T0H 1N0  
Attention: Joulia Whittleton



Dear Ms. Whittleton,

**Re: Quarterly Portfolio Review**

We are pleased to provide you with a copy of your ATB Investment Management Inc. Quarterly Portfolio Report for the period ending June 30, 2009. Also included with your review is our Portfolio Managers Commentary. We trust you will find this information useful.

Should you have any questions, or would like to arrange an appointment to review your portfolio(s) and/or Investment Policy, please do not hesitate to contact me at (780) 442-5203.

Sincerely,

ATB INVESTMENT MANAGEMENT INC.



Cory Boddy, CFA  
Director & Associate Portfolio Manager

/at  
Enclosure



**ATB Investor Services™**

**ATB INVESTMENT MANAGEMENT INC.  
Quarterly Portfolio Review**

For

Mackenzie County

June 30, 2009

Private Investment Management

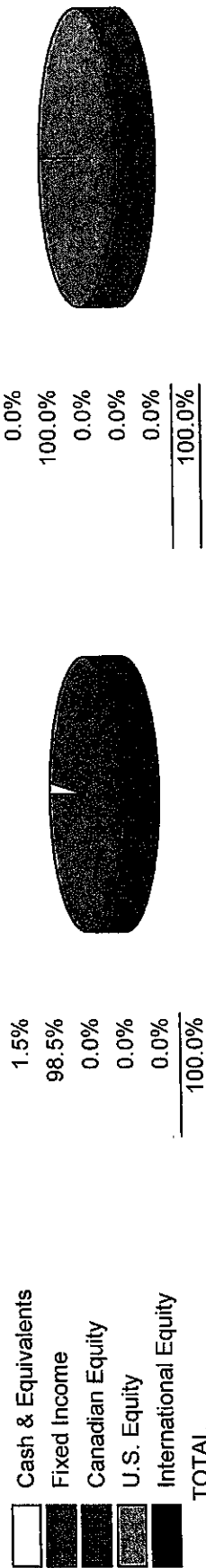
**MACKENZIE COUNTY**

**CONSOLIDATED PORTFOLIO SUMMARY**

	Current Quarter	Past 12 Months	Since Inception
Opening Portfolio Market Value	1,519,358	0	0
Contributions	4,500,000	6,000,000	6,000,000
Withdrawals	0	0	0
Total Invested Portfolio Value	6,019,358	6,000,000	6,000,000
Gains/(Losses)	29,201	48,558	48,558
Closing Portfolio Market Value	6,048,558	6,048,558	6,048,558

**CONSOLIDATED ASSET ALLOCATION**

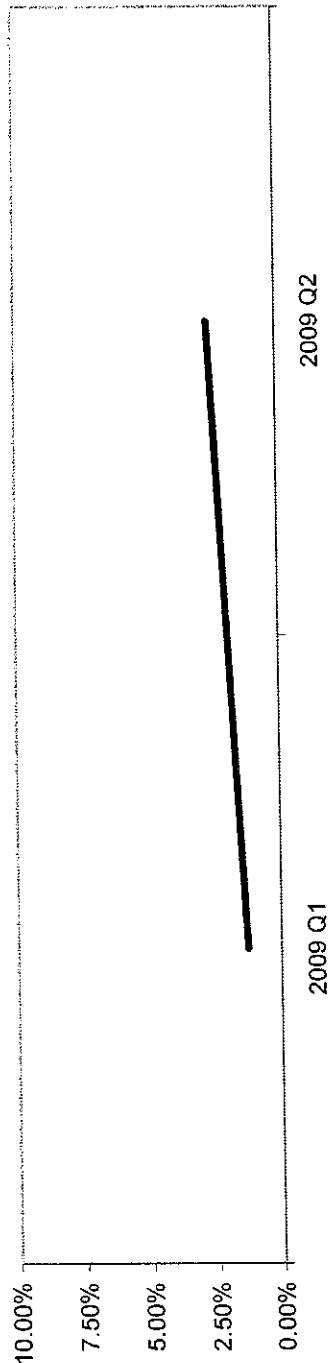
	Current Asset Mix	Policy Benchmark Asset Mix
Cash & Equivalents	1.5%	0.0%
Fixed Income	98.5%	100.0%
Canadian Equity	0.0%	0.0%
U.S. Equity	0.0%	0.0%
International Equity	0.0%	0.0%
<b>TOTAL</b>	<b>100.0%</b>	<b>100.0%</b>



PERFORMANCE REPORT

ASSET CLASS	QUARTER	YEAR	3 YEAR	SINCE INCEPTION
FIXED INCOME	1.34%	-	-	2.65%
CANADIAN EQUITIES	0.00%	-	-	0.00%
US EQUITIES	0.00%	-	-	0.00%
INTERNATIONAL EQUITIES	0.00%	-	-	0.00%
TOTAL ACCOUNT	1.34%	-	-	2.65%
<b>INDEX RETURNS</b>				
DEX Bond 91 DAY T-BILLS	0.11%	1.96%	3.45%	0.11%
DEX BOND UNIVERSE	1.25%	7.01%	6.19%	1.25%
S&P/ TSX COMPOSITE	19.97%	-25.69%	-0.89%	19.97%
S&P 500 Cdn\$	6.94%	-15.79%	-6.94%	6.94%
MSCI EAFE Cdn\$ (net)	15.71%	-21.66%	-6.69%	15.71%
MSCI WORLD Cdn\$	11.38%	-19.54%	-6.73%	11.38%
CANADIAN CPI	0.79%	0.09%	1.50%	0.79%

Cumulative Performance Since Inception



MACKENZIE COUNTY

QUARTERLY PERFORMANCE REPORT

QUARTER	STARTING VALUE	CONTRIBUTIONS	WITHDRAWALS	ENDING VALUE	NET RETURN	INDEX VALUE	PAST 12 MONTHS
2009 Q1	\$ -	\$ 1,500,000.00	-	\$ 1,519,357.54	1.29%	101.29%	
2009 Q2	\$ 1,519,357.54	\$ 4,500,000.00	-	\$ 6,048,558.26	1.34%	102.65%	

MACKENZIE COUNTY

**CONSOLIDATED PORTFOLIO VALUATION**

EM0-0374-A  
Mackenzie County  
CDN\$

Security Description	TOTAL VALUE	%
<b>CASH &amp; EQUIVALENTS</b>		
Cash	-	0.0%
ATB Money Market Cl F	89,991	1.5%
<b>TOTAL CASH &amp; EQUIVALENTS</b>	<b>89,991</b>	<b>1.5%</b>
<b>FIXED INCOME*</b>		
Sask Prov 6.5% 12NOV09	445,999	7.4%
Govt of Cda 5.5% 01JUN10	1,193,634	19.7%
BNS 4.92% 15SEP11	1,201,845	19.9%
RBC 4.53% SNR NT 07MAY12	877,723	14.5%
Ont Prov 4.5% 02DEC12	449,860	7.4%
BMO 4.65% 14MAR13	883,975	14.6%
Man Prov 5.05% 03DEC13	450,077	7.4%
BC Prov 5.30% 18JUN14	455,455	7.5%
<b>TOTAL FIXED INCOME</b>	<b>5,958,567</b>	<b>98.5%</b>
<b>PORTFOLIO TOTALS</b>	<b>6,048,558</b>	<b>100.0%</b>

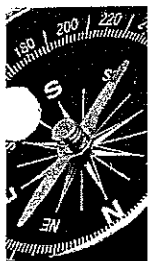
\* Includes Accrued Interest

MACKENZIE COUNTY

CONSOLIDATED ACTUAL HOLDINGS

Security Description	CONSOLIDATED TOTAL UNITS	CONSOLIDATED TOTAL VALUE
Cash	8,999,079	89,990.79
ATB Money Market Cl F	433,000,000	445,999.11
Sask Prov 6.5% 12NOV09	1,137,000,000	1,193,633.81
Govt of Cda 5.5% 01JUN10	1,123,000,000	1,201,844.72
BNS 4.92% 15SEP11	833,000,000	877,722.87
RBC 4.53% SNR NT 07MAY12	421,000,000	449,860.42
Ont Prov 4.5% 02DEC12	832,000,000	883,974.96
BMO 4.65% 14MAR13	413,000,000	450,076.92
Man Prov 5.05% 03DEC13	412,000,000	455,454.66
BC Prov 5.30% 18JUN14		
<b>CONSOLIDATED TOTALS</b>		<b>\$ 6,048,558.26</b>

ATB Investment Management Inc. does not hold any securities for clients and holds no securities or exchange contracts in safekeeping or in segregation.  
 All securities and exchange contracts are held on behalf of clients by ATB Securities Inc or other third party custodians.



## PORTFOLIO MANAGERS COMMENTARY

In the second quarter of 2009 we experienced a continuation of several themes that started in the latter part of the first quarter. These include:

- The fear that gripped and paralyzed the world financial system in 2008 continued to recede.
- The economy stopped deteriorating as quickly as it had been and showed some tentative signs of improvement.
- Stock markets continued to rise from their generational lows of early March.

### The Financial System

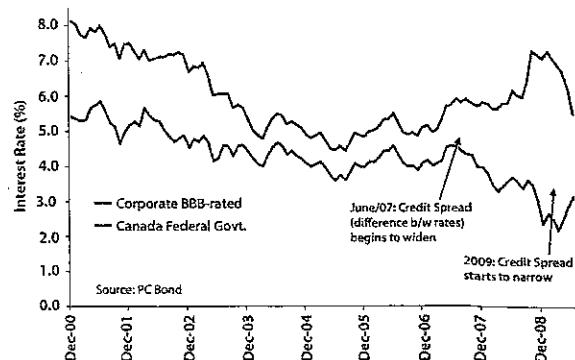
By virtually every measure the financial system continued to improve over the quarter. For example, within the US banking sector several banks that received emergency government aid last fall (via the Troubled Asset Relief Program, TARP) were financially strong enough to repay the funds in full. Of the \$315 billion originally advanced to financial companies, \$70 billion has already been repaid.

Another high-profile announcement was the result of the "stress tests" in which the US government subjected US banks to a series of "what-if" economic scenarios, in order to determine their capacity to withstand further deterioration in the economy. Although several banks required no additional funding at all, those that failed the tests immediately set about raising additional funds, something they could not have done just six or seven months earlier.

Other broader measures of the financial system's health mirrored the same trend. For example, the interest rate at which banks lend to one another in the unregulated London market (commonly referred to as LIBOR) declined through the entire second quarter. Put simply, banks are no longer afraid to lend to one another.

Equally important is that the interest rate at which corporations can borrow continued to fall. The difference between the corporate interest rate (see Figure 1 in blue) and that of government securities (see Figure 1 in red) is known as the "credit spread" and measures the perceived riskiness of the two. The credit spread reached record amounts last fall before starting to narrow drastically this year; bond investors realized that this recession is not a re-run of the Great Depression, and corporate rates fell while government rates rose.

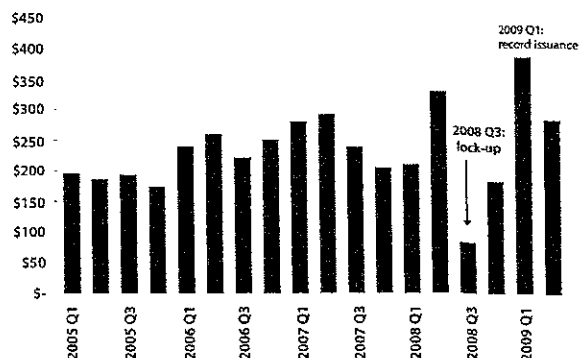
Interest Rates: Canadian Federal Government and Corporate Bonds  
5-10 Year Maturities



The incremental borrowing rate for companies (over and above the federal government rate) started to grow in June 2007 and ballooned in the fall of 2008. In 2009 it started to shrink from the combination of lower corporate rates and higher government rates, as fear receded and the crisis in the financial sector starts to pass.

Corporations took advantage of the decline in borrowing rates by issuing a record amount of new bonds in the first quarter of 2009, and followed this up with a near-record amount in the second quarter, as shown below in Figure 2. Even the market for the most risky bonds, known as "high yield" bonds, began to revive this quarter after being virtually non-existent over much of 2008.

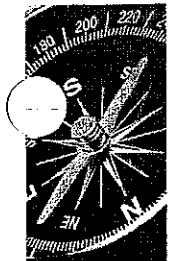
US Investment-Grade Corporate Bond Issuance (\$bil)



In contrast to the near-halt that occurred in late 2008, companies took advantage of the thawing in credit markets and issued debt (bonds) at record amounts in the first and second quarters of 2009 as the financial system continued to return to normal.

Finally, central banks worldwide maintained and continue to maintain extremely stimulative monetary policy, keeping short-term interest rates at nearly zero and using other tools as required. Eight months after a shockingly quick and violent downturn, the financial sector is slowly but surely grinding its way back to normality and creditworthy borrowers are obtaining loans. In essence, the "oil" - meaning credit - continues to return to the "engine block" that is the economy.

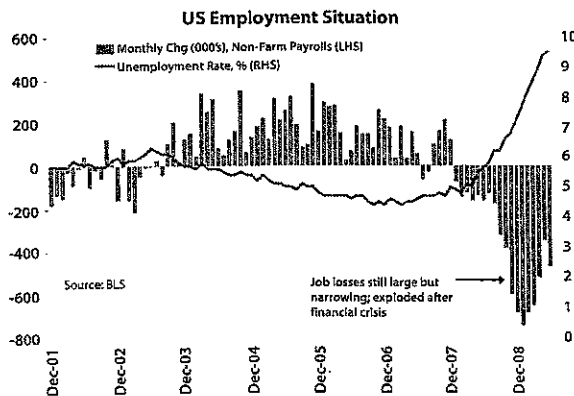




## Economy

The Canadian and US economies both contracted by about 1.4% in the first quarter from the last quarter of 2008 and though second quarter figures are not yet available, they will also show a decline, though probably not as steep. This is not entirely unexpected: improvement in the economy tends to lag the improvement in the financial system. In other words, even though the engine is becoming well-oiled, the increased flow of "gas" - meaning spending - is only now starting to reach it.

The employment situation continued to improve. Figure 1.3 shows both the monthly unemployment rate and the net number of jobs created (or lost) in the US. At the end of the last quarter we noted that job losses, as large as they were, had stopped getting worse and that the stabilization of the financial sector and the enormous monetary and fiscal stimulus would begin to obtain traction. This prediction was borne out in the second quarter as the level of job losses narrowed significantly. Jobs are still being lost and there remains a significant distance to climb until the economy begins to create new jobs, but the downward spiral that accelerated after last October's financial crisis seems to be over.



Job losses jumped sharply during and immediately following the financial crisis of late 2008 but began to moderate in the second quarter of 2009 as the ongoing stimulative efforts of central banks and governments started to have an effect.

The US housing market, the epicenter of this recession, will not likely exhibit a return to the boom years of the mid-2000's but it too seems to have stopped getting worse. Sales of existing homes, construction of new homes and house prices showed signs of stabilizing during the quarter, albeit at low levels. About the only bad news in the sector was that long-term mortgage rates in the US rose in the latter part of June and as a result, US homeowners curtailed their refinancing activity. Mortgage rates are still well below their levels of last fall, but policymakers would undoubtedly prefer that they move lower yet.

## Financial Markets

As fear receded, investors became more willing to sell government bonds and buy corporate bonds and stocks and this was reflected in their returns for the quarter. Government bonds' decline in value more than offset their interest income, whereas corporate bond prices rose and augmented their already-high interest income. Equities continued to recover from their early-March lows: Canadian, US and overseas stock markets all rose by about 15-20% in local-currency terms, though some of the gain in the US was offset by an 8% fall in the US dollar. Financial stocks rose about 35% across the globe but Canada's energy sector also benefited as oil prices rose from approximately \$50 to nearly \$70 per barrel, good news for the Alberta economy in particular.

## Your Portfolio

Nearly all parts of the Compass Portfolios did well over the quarter. Even the poor-performing parts such as government bonds were only slightly negative, while corporate bonds and equities had very good results. Even so, the depth of the decline in January and February was such that only now are the major stock indices higher than at the start of the year. Beginning December 2007 and throughout 2008 the corporate bond weights were significantly raised in the Compass portfolios, and the equity weights were increased to their allowable maximums in late 2008, changes which are now beginning to bear fruit and should continue to do so for several years.

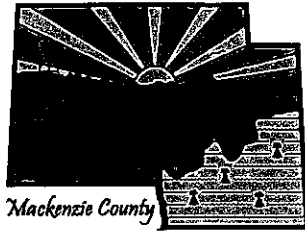
What next? The path forward will remain very bumpy for both the world economy and for financial markets. For example, in the 2000-2002 bear market and recession the stock market hit bottom roughly three times between July 2002 and March 2003, and this recession is far deeper. But as the health of the financial system continues to improve, the massive monetary and fiscal stimulus will help the economy right itself and begin growing again. Stock and corporate bond markets will likely improve well in advance of the economy, much as they have in each recession of the last 60 years. In short, while the tentative beginnings of economic improvement are only barely visible, the worst of the storm in the financial system seems to be behind us and the direction forward has become clearer.

Sincerely,

Sheldon Dyck  
Lead Portfolio Manager

ATB Investment Management Inc.





# MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>September 8, 2009</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Director of Corporate Services</b>
<b>Title:</b>	<b>2010 Budget Guideline and Budget Development Policy FIN022</b>

### BACKGROUND / PROPOSAL:

Under the MGA, s. 153, amongst other things, Councilors have the following duty:

- (a) to consider the welfare and interests of the municipality as a whole and to bring to council's attention anything that would promote the welfare or interest of the municipality;
- (b) to participate generally in development and evaluating the policies and programs of the municipality;

Under the MGA, s. 242, each council must adopt an operating budget for each calendar year; and s. 245, each council must adopt a capital budget for each calendar year.

Attached is a copy of the Budget Development Policy FIN022 adopted by Council on April 11, 2007.

### OPTIONS & BENEFITS:

Administration requests the following:

- That Council provide 2010 budget guidelines to administration;
- That Council provide direction of what goals are to be incorporated into 2010 budget from the draft business plan (attached);
- That Council direct administration with respect to development of additional policies or amendment of existing policies in order to accomplish the 2010 desired goals;
- That Council review the Budget Development Policy FIN022 and provide input if any changes are desired to be made to this policy with respect to budget preparation and presentation;

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

- That Council provide direction with respect to the 2010 desired capital projects (the tentative multi-year capital plan is attached)
- That Council establishes dates to review and approve the 2010 operating and capital budgets.

**COSTS & SOURCE OF FUNDING:**

NA

**RECOMMENDED ACTION:**

**Motion 1:**

That administration uses the following guidelines for the 2010 operating and capital budgets development:

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**Motion 2:**

That the following dates be set for the 2010 operating and capital budget review and approval:

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

## **Budget Development – General Principles**

There are four principles identified in the Outline of Recommended Budget Practices of the National Advisory Council on State and Local Budgeting:

### **1. Establish Broad Goals to Guide Government Decision Making**

These goals serve as the basis for development of policies and programs, including the service types and levels that will be provided and capital asset acquisition and maintenance. *(MGA, s. 153, Mackenzie County Council establishes its goals in its Business Plan)*

### **2. Develop Approaches to Achieve Goals**

While broad goals set the general direction of a government, it is the policies, plans and programs that define how the government will go about accomplishing these goals. Measures should be developed to determine the progress being made by the government in achieving goals. *MGA, s. 153, Council establishes policies, plans and programs to achieve goals. For example: dust control program, re-gravelling program, parks and recreation plan, Municipal Development Plan, etc. The County Council's way of measuring its performance is an evaluation undertaken during an annual Business Plan review.*

### **3. Develop a Budget Consistent with Approaches to Achieve Goals**

This principle provides for the preparation of a financial plan, a capital improvement plan, and budget options. *MGA, s. 242 & 245, each council must adopt an operating and a capital plan for each calendar year. Each department develops its budget, that is aligned within established policies established and within the general guideline provided by Council, for Council's consideration. CAO and Directors are responsible for overseeing and coordinating provision of services and programs within policies and procedures established by Council and within an approved budget.*

### **4. Evaluate Performance and Make Adjustments**

A government needs to monitor and evaluate its progress in meeting financial and service goals identified in the budget and may need to make adjustments to future budgets, plans, and policies if goals are to be achieved.

## Mackenzie County

<b>Title</b>	<b>Budget Development</b>	<b>Policy No:</b>	<b>FIN022</b>
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### **Purpose**

**To provide an efficient and effective process for the development of the yearly operating and capital budgets.**

### **Policy Statement and Guidelines**

#### ***Step 1 – Budget Guidelines***

Council will provide Administration, in September each year, with direction as to their expectation for the municipal tax rate; percent increase (or decrease) in operating or capital expenditures that is acceptable. This expectation will be based on factors such as assessment growth, union collective agreement, provincial funding, and ratepayers' wishes.

It is important to note, that the municipality has no control over the school and senior's lodge requisitions and has always "passed through" these expenditures to the ratepayers.

County's maximum debt limit not to exceed 40% of the total allowable debt limit and the minimum reserves be set at 20% of the total allowable debt limit.

Approval of budget guidelines by September 15.

#### ***Step 2 - Management Review with each functional area***

Based on the guidelines established by Council, each functional group will prepare a draft budget which contains the following expenditures: operating, capital, updated 5 year capital summary, 25 year equipment summary.

The CAO will meet with each of the functional area to discuss their requests and needs and make appropriate changes where necessary.

Management review to be completed by October 15.

#### ***Step 3 – Budget Compilation***

Finance to compile all the individual documents into a budget package that will contain the following:

1. Summary of budget guidelines adopted by Council for the proposed year.
2. Summary of assumptions made by Administration in the preparation of the proposed budget. Items such as:
  - a. Wages and benefits % and \$ increase
  - b. Estimated assessment % and \$ growth
  - c. General % factor used for utilities or typical expenditures
  - d. Major dollar increases for "special" or known issues (e.g. insurance/debentures)
  - e. Proposed staff additions and the corresponding wage and benefits etc costs
  - f. New reserves or recommended changes to existing reserves
  - g. The amount of engineering costs budgeted for projects that are pre-designed and will be completed in subsequent year(s)
  - h. Summary of major increases or decreases for each function
  - i. Any other items that would provide Council with information to make their decision making more effective and efficient
3. Budget package will contain the following:
  - a. Summary of total operating revenue and total expenditures
  - b. Revenue and expenditures by function
  - c. Grant requests
  - d. Five year capital project summary
  - e. Twenty five year capital equipment
  - f. Proposed capital project budget for up coming year
  - g. Summary of increases and decreases to reserve balances
  - h. Any capital projects carry forwards (if known at this time)
  - i. Supporting charts or graphs for information that will prove beneficial for budget review (e.g. assessment information)

Where appropriate, information will be provided that shows previous year information, available current year information and percentage increases or decreases from one year to next.

Budget compilation to be completed by November 1.

#### ***Step 4 - Budget Meetings***

The following timing and order will be set aside for the budget review:

- a. Grant requests – 2 days (includes any group delegations)
- b. Operating expenditures – 1 day
- c. Capital projects – 2 days

Budget meetings to be completed by December 21.

***Step 5 – Formal Budget Ratification by Council first meeting in January***

Administration will incorporate all changes/modifications that came about through the budget deliberations in step 4 and request formal budget ratification.

Budget ratification by January 10.

	<b>Date</b>	<b>Resolution Number</b>
<b>Approved</b>	September 24, 2002	02-681
<b>Amended</b>	April 11, 2007	07-349
<b>Amended</b>		



**Mackenzie County  
Multi-year capital plan (DRAFT)**

Please note that the plan includes some of the major projects from the 2009 project list in order to show comparatively the magnitude of work scheduled for 2009 and future years.

Category	Total	Grants or other funding	2009	2010	2011	2012	2013	2014	2015
Rural Roads	\$7,475,000	\$0	\$900,000	\$2,425,000	\$1,850,000	\$800,000	\$500,000	\$500,000	\$500,000
Bridges	\$1,200,000	\$600,000	\$0	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Drainage	\$1,900,000	\$0	\$500,000	\$650,000	\$350,000	\$100,000	\$100,000	\$100,000	\$100,000
Major Collector Roads	\$18,450,000	\$9,000,000	\$0	\$1,950,000	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000
Urban Improvements	\$21,869,273	\$5,720,402	\$945,665	\$1,083,086	\$1,115,020	\$3,395,020	\$4,115,020	\$2,430,040	\$3,065,020
Water and Wastewater (Urban)	\$1,883,739	\$645,000	\$538,739	\$0	\$500,000	\$200,000	\$0	\$0	\$0
Rural Water Line	\$14,712,539	\$0	\$87,539	\$3,725,000	\$2,000,000	\$3,000,000	\$2,000,000	\$2,400,000	\$1,500,000
Facilities	\$12,591,884	\$3,171,209	\$5,350,675	\$2,070,000	\$2,000,000	\$0	\$0	\$0	\$0
Airports	\$3,600,000	\$0	\$0	\$3,500,000	\$100,000	\$0	\$0	\$0	\$0
Major Equipment	\$375,000	\$125,000	\$0	\$250,000	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$84,057,435</b>	<b>\$19,261,611</b>	<b>\$6,322,618</b>	<b>\$15,753,086</b>	<b>\$9,515,020</b>	<b>\$9,095,020</b>	<b>\$8,315,020</b>	<b>\$7,030,040</b>	<b>\$6,765,020</b>

Estimated municipal levy funding available for capital projects (after long term debt payments and at the 5% projected increase per year)

\$7,035,020      \$7,386,771      \$7,756,110      \$8,143,915      \$8,551,111      \$8,978,666

Net to be drawn from accumulated surplus and/or borrowed

(\$8,718,066)      (\$2,128,249)      (\$1,338,910)      (\$171,105)      \$1,521,071      \$2,213,646

Please note that some of the cost may be offset with the future provincial and/or federal grants

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Multi-year capital plan (DRAFT)**

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LC - La Crete; FV - Fort Vermillion; BH - Blue Hills; RL - Rocky Lane

Category	Sub-category/location	Description	Legal description	Planned activities	Total	Grants or other funding	2009	2010	2011	2012	2013	2014	2015
<b>Rural Roads</b>													
LC	La Crete South road		TWP 106 to 105-2A	Regrade, gravel and dust control	\$725,000			\$725,000					
HL	High Level East road			Regrade, gravel and dust control	\$600,000			\$600,000					
HL	Toiko road			Regrade, gravel and dust control	\$200,000	\$200,000							
LC	Correction line		Hwy 697 to RR13-4	Regrade, gravel and dust control	\$750,000				\$750,000				
LC	Road reconstruction		Peter J. Friesen rd - 3 miles RR 14-3 to 15-0		\$300,000					\$300,000			
LC	Wolf Lake road & Water Point			Regrade, gravel and dust control	\$500,000	\$500,000							
RL	Road from Hwy 58			Regrade, gravel and dust control	\$1,200,000			\$600,000	\$600,000				
North	Road requests			New road construction	\$1,000,000	\$100,000		\$150,000	\$150,000	\$150,000			\$150,000
North	Non-conforming roads			Upgrade a road to standard	\$600,000			\$100,000	\$100,000	\$100,000			\$100,000
South	Road requests			New road construction	\$1,000,000	\$100,000		\$150,000	\$150,000	\$150,000			\$150,000
South	Non-conforming roads			Upgrade a road to standard	\$600,000			\$100,000	\$100,000	\$100,000			\$100,000
<b>Total Rural Roads</b>						<b>\$0</b>	<b>\$900,000</b>	<b>\$2,425,000</b>	<b>\$1,850,000</b>	<b>\$800,000</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$500,000</b>

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Category	Sub- category/ location	Description/location	Planned activities	Total	Grants or other funding	2009	2010	2011	2012	2013	2014	2015
<b>Bridges</b>												
		Bridge Remplacement	BFs to be identified based on annual inspections	\$1,200,000	\$600,000		\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
<b>Total Drainage</b>				<b>\$1,200,000</b>	<b>\$600,000</b>	<b>\$0</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>

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Category	Sub-category/location	Description	Legal description	Planned activities	Total	Grants or other funding	2009	2010	2011	2012	2013	2014	2015
Drainage	BH Rural		RR 18-3 to 18-5	Water management	\$1,000,000		\$500,000	\$250,000	\$250,000				
	LC East	LC East drainage systems		Water management	\$600,000			\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
	FV Rural			Water management	\$300,000			\$300,000					
<b>Total Drainage</b>					<b>\$1,900,000</b>	<b>\$0</b>	<b>\$500,000</b>	<b>\$650,000</b>	<b>\$350,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>

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Category	Sub-category/location	Description/location	Planned activities	Total	Grants or other funding	2009	2010	2011	2012	2013	2014	2015
<b>Major Collector Roads (Resource Roads are subject to government funding and Council plans)</b>												
	Zama	Zama Access phase III	Base pave	\$3,000,000	\$1,500,000		\$1,500,000					
	Zama	Zama Access phase IV	Base pave	\$3,000,000	\$1,500,000			\$1,500,000				
	HWY88	HWY88 Connector	Base pave	\$3,000,000	\$1,500,000				\$1,500,000			
	HWY88	HWY88 Connector	Base pave	\$3,000,000	\$1,500,000					\$1,500,000		
	Zama	Zama Access phase V	Base pave	\$3,000,000	\$1,500,000						\$1,500,000	
	Zama	Zama Access phase VI	Base pave	\$3,000,000	\$1,500,000							\$1,500,000
	BH	South of Hwy 697	Regrade, gravel and dust control	\$450,000			\$450,000					
<b>Total Major Collector Roads</b>				<b>\$18,450,000</b>	<b>\$9,000,000</b>	<b>\$0</b>	<b>\$1,950,000</b>	<b>\$1,500,000</b>	<b>\$1,500,000</b>	<b>\$1,500,000</b>	<b>\$1,500,000</b>	<b>\$1,500,000</b>

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Category	Sub- category/ location	Description/location	Planned activities	Total	Grants or other funding	2009	2010	2011	2012	2013	2014	2015
<b>Urban Improvements</b>												
LC		96th Avenue	Upgrade to urban standard	\$3,605,874	\$3,318,192	\$287,682						
LC		100th Avenue, 102 to 104 St	Upgrade to urban standard	\$878,644	\$577,884	\$300,760						
LC		100th Avenue, 104 to 107 St	Upgrade to urban standard	\$1,083,086		\$1,083,086						
LC		99th Ave from 101st to 104 St		\$1,140,000					\$1,140,000			
LC		104 Street and 105 Street to 97th Ave		\$1,500,000						\$1,500,000		
LC		102 St, 103 Ave, 105 Ave, 94 Ave		\$1,500,000	\$184,980						\$1,315,020	\$1,500,000
LC		106 St and 97 Ave		\$1,500,000								
LC		99th Avenue	Upgrade to urban standard	\$1,140,000					\$1,140,000			
LC		102nd Street, 103rd Ave, 105th Ave, 94th Ave	102 St and 103 Ave - upgrade to urban standard; 105th Ave - base and pave; 94th Ave - recap	\$1,500,000	\$184,980					\$1,315,020		
FV		River road	Upgrade to rural/urban standard	\$1,071,669	\$714,446	\$357,223						
FV		53rd Street and 48th Avenue	Upgrade to urban standard	\$750,000	\$184,980			\$565,020				
FV		49th Street; 47th & 45th Avenue	Upgrade to urban standard	\$750,000					\$750,000			
FV		46th Street and 45th Avenue	46th Street - pave to rural standard; 45th Ave - pave to urban standard	\$750,000						\$750,000		
FV		River Road West	Pavement overlay	\$750,000	\$184,980						\$565,020	
FV		Road to West Hill	Pave to urban standard	\$750,000								\$750,000
Zama		Wildcat Avenue	Base pave	\$550,000				\$550,000				
Zama		Aspen drive	Base pave & utilities	\$550,000	\$184,980				\$365,020			
Zama		Beach Road	Base pave	\$550,000						\$550,000		
Zama		Pine Avenue & Wolf Street	Base pave	\$550,000							\$550,000	
Zama		Industrial Drive	Base pave	\$1,000,000	\$184,980							\$815,020
<b>Total Urban Improvements</b>				<b>\$21,869,273</b>	<b>\$5,720,402</b>	<b>\$945,665</b>	<b>\$1,083,086</b>	<b>\$1,115,020</b>	<b>\$3,395,020</b>	<b>\$4,115,020</b>	<b>\$2,430,040</b>	<b>\$3,055,020</b>

**Mackenzie County**

**Multi-year capital plan (DRAFT)**

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LC - La Crete; FV - Fort Vermillion; BH - Blue Hills; RL - Rocky Lane

Category	Sub-category/location	Description/location	Planned activities	Total	Grants or other funding	2009	2010	2011	2012	2013	2014	2015
<b>Water and Wastewater (Urban)</b>												
LC	Water Plant		Treated water truck fill	\$250,000	\$250,000							
LC	Water Plant		Pave truck fill area (raw water)	\$20,000	\$20,000	\$20,000						
LC	Raw water source		Water wells improvements	\$170,000	\$170,000							
LC	Wastewater		Lagoon Study	\$22,000	\$22,000	\$22,000						
LC	Wastewater		Lagoon Improvement/Upgrade (to be based on the study results)	\$500,000	\$500,000			\$500,000				
LC	Wastewater		Sewer line replacement - 95th Ave (old teachers housing loop)	\$200,000	\$200,000				\$200,000			
Zama	Water Plant		Raw water truck fill	\$100,000	\$100,000							
Zama	Water Plant		Transfer switch	\$25,000	\$25,000							
Zama	Water systems		Fire hydrants program	\$0	\$0							
Zama	Raw water source		Water wells improvements	\$100,000	\$100,000							
FV	To West Hill		Water & sewer line	\$496,739	\$496,739	\$496,739						
<b>Total Water and Wastewater (Urban)</b>				<b>\$1,883,739</b>	<b>\$645,000</b>	<b>\$538,739</b>	<b>\$0</b>	<b>\$500,000</b>	<b>\$200,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Mackenzie County**

**Multi-year capital plan (DRAFT)**

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LC - La Crete; FV - Fort Vermillion; BH - Blue Hills; RL - Rocky Lane

Category	Sub-category/location	Description/location	Planned activities	Total	Grants or other funding	2009	2010	2011	2012	2013	2014	2015
<b>Rural Water Line</b>												
Rural	Phase I		Engineering and design	\$287,539		\$87,539	\$200,000					
Rural	Phase II		Construction to 94th Avenue	\$25,000			\$25,000					
Rural	Phase III		Fort Vermillion to 88 Connector	\$3,500,000			\$3,500,000					
Rural	Phase IV		La Crete to Bluehills	\$2,000,000				\$2,000,000				
Rural	Phase V		88 Connector to Tall Cree	\$3,000,000					\$3,000,000			
Rural	Phase VI		La Crete to 88 Connector	\$2,000,000						\$2,000,000		
Rural	Phase VII		Fort Vermillion to Boyer	\$2,400,000							\$2,400,000	
Rural	Phase VIII		High Level to rural I High Level	\$1,500,000								\$1,500,000
<b>Total Rural Water Line</b>				<b>\$14,712,539</b>	<b>\$0</b>	<b>\$87,539</b>	<b>\$3,725,000</b>	<b>\$2,000,000</b>	<b>\$3,000,000</b>	<b>\$2,000,000</b>	<b>\$2,400,000</b>	<b>\$1,500,000</b>



**Mackenzie County  
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LC - La Crete; FV - Fort Vermilion; BH - Blue Hills; RL - Rocky Lane

Category	Sub-category/location	Description/location	Planned activities	Total	Grants or other funding	2008	2009	2010	2011	2012	2013	2014	2015
Facilities	ADM	La Crete	New building	\$3,506,061	\$902,903	\$404,000	\$1,579,158	\$620,000					
		Fort Vermilion	Addition and upgrade	\$1,900,000			\$1,000,000	\$900,000					
		Zama	New building (in combination with Zama Library)	\$1,382,922	\$460,071		\$922,851						
	EMRG	Bluehills	Tompkins Fire Hall	\$500,000				\$500,000					
		Fort Vermilion	Fire Hall Renovations	\$50,000				\$50,000					
		Zama	New Fire Hall (in combination with PW shop)	\$0									
	PW	La Crete	New building	\$700,000	\$600,000		\$100,000						
		Fort Vermilion	Repair	\$0									
		Zama	New building (in combination with Fire Hall)	\$609,500	\$300,000		\$309,500						
	REC	La Crete	Arena - new boards	\$145,000	\$75,000		\$70,000						
	La Crete	Swimming Pool	\$0										
	Fort Vermilion	Zamboni	\$75,000			\$75,000							
	Fort Vermilion	Dressing rooms	\$750,000	\$375,000		\$375,000							
	HL		\$0										
	RL		\$0										
	BH		\$0										
PARKS	FV		\$0										
	LC		\$0										
	Zama		\$0										
	HL		\$0										
	RL		\$0										
	BH		\$0										
LBR	Zama	Library (in combination with Zama Adm. Bldg)	\$1,377,401	\$458,235		\$919,166							
	La Crete	New or expanded library	\$2,000,000						\$2,000,000				
<b>Total Facilities</b>				<b>\$12,995,884</b>	<b>\$3,171,209</b>	<b>\$404,000</b>	<b>\$5,350,675</b>	<b>\$2,070,000</b>	<b>\$2,000,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Mackenzie County  
Multi-year capital plan (DRAFT)**

Please note that the plan includes some of the major projects from the 2009 project list. This is done in order to show comparatively the magnitude of work scheduled for 2009 and future years.  
LC - La Crete; FV - Fort Vermilion; BH - Blue Hills; RL - Rocky Lane

Category	Sub- category/ location	Description/location	Planned activities	Total	Grants or other funding	2009	2010	2011	2012	2013	2014	2015
<b>Airports</b>												
	LC		Paved surface	\$2,300,000			\$2,300,000					
	FV		Recap and extend	\$1,200,000			\$1,200,000					
	Zama		Rebuild helipad and access	\$100,000				\$100,000				
<b>Total Airport</b>				<b>\$3,600,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,500,000</b>	<b>\$100,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Mackenzie County**

**Multi-year capital plan (DRAFT)**

Please note that the plan includes some of the major projects from the 2009 project list. This is done in order to show comparatively the magnitude of work scheduled for 2009 and future years.

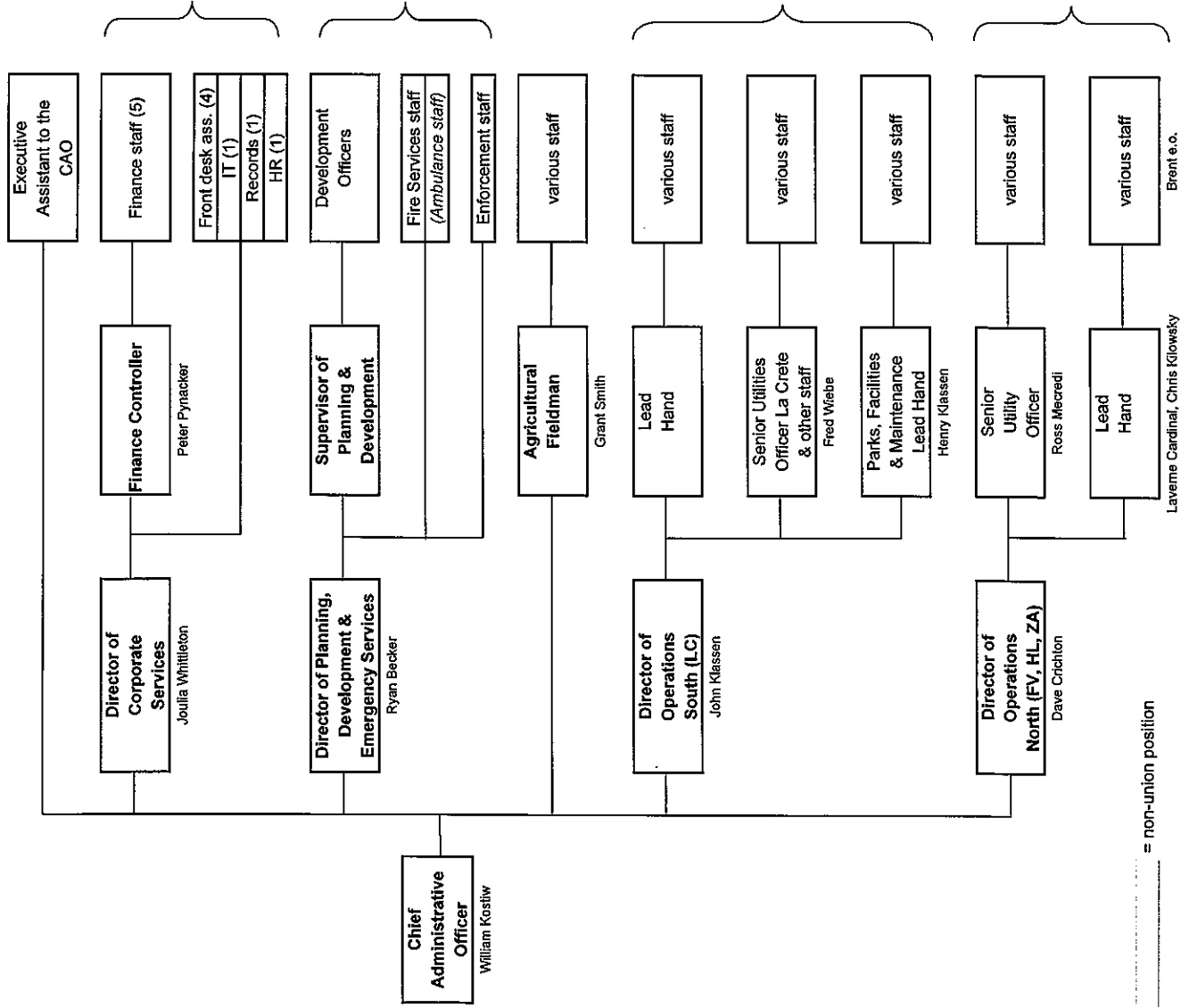
LC - La Crete; FV - Fort Vermillion; BH - Blue Hills; RL - Rocky Lane

Category	Sub-category/location	Description/location	Planned activities	Total	Grants or other funding	2009	2010	2011	2012	2013	2014	2015
<b>Major equipment</b>												
	Graders		Blue Hills Grader Replacement	\$375,000	\$125,000		\$250,000					
	Vehicles			\$0								
	Tractors			\$0								
<b>Total Major Equipment</b>				<b>\$375,000</b>	<b>\$125,000</b>	<b>\$0</b>	<b>\$250,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



# Relationship between the organizational structure and the budget responsibility structure

## Organizational Structure



## Budget Structure

Budget Title and number	Budget Responsible	Yearly limit	Transaction limit
-------------------------	--------------------	--------------	-------------------

11 Council Dpt	Carol Gabriel	Budget	\$5,000
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12 Administration Dpt	Julia Whittleton	Budget	\$10,000
51 Family & Comm. Serv.	Julia Whittleton	Budget	\$10,000
71 Recreation Dept	Julia Whittleton	Budget	\$10,000
73 Tourism Dpt	Julia Whittleton	Budget	\$10,000
74 Library Dpt	Julia Whittleton	Budget	\$10,000
0 Taxation Dpt	Julia Whittleton	Budget	\$10,000
85 Requisitions	Julia Whittleton	Budget	\$10,000

61 Planning & Dev. Dpt	Ryan Becker	Budget	\$10,000
66 Subdivision Dpt	Ryan Becker	Budget	\$10,000

23 Fire Department	Ryan Becker	Budget	\$10,000
25 Ambulance Dpt	Ryan Becker	Budget	\$10,000

26 Enforcement Dpt	Ryan Becker	Budget	\$10,000
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63 Agricultural Dpt	Grant Smith	Budget	\$5,000
64 Veterinary Support Dpt	Grant Smith	Budget	\$10,000

32 Transportation Dpt	John Klassen	Budget	\$10,000
33 Airport Dpt	John Klassen	Budget	\$10,000

41 Water Distribution Dpt	John Klassen	Budget	\$10,000
42 Sewer Services Dpt	John Klassen	Budget	\$10,000

43 Waste Disposal Dpt	John Klassen	Budget	\$10,000
72 Parks & Playgrounds	John Klassen	Budget	\$10,000

32 Transportation Dpt	Dave Crichton	Budget	\$10,000
33 Airport Dpt	Dave Crichton	Budget	\$10,000

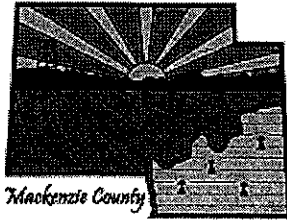
41 Water Distribution Dpt	Dave Crichton	Budget	\$10,000
42 Sewer Services Dpt	Dave Crichton	Budget	\$10,000

= non-union position

Brent e.o.

Laveme Cardinal, Chris Klowsky





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>September 8, 2009</b>
<b>Presented By:</b>	<b>William Kostiw, Chief Administrative Officer</b>
<b>Title:</b>	<b>Electoral Boundaries Commission Seeks Public Input</b>

### BACKGROUND / PROPOSAL:

See attached News Release. The first round of public hearings are now being held with the closest one in Peace River on Wednesday, October 7, 2009.

### OPTIONS & BENEFITS:

### COSTS & SOURCE OF FUNDING:

### RECOMMENDED ACTION:

#### Motion 1

That Council review the current electoral boundaries and develop a plan.

#### Motion 2

That a delegation from Council attend the Electoral Boundaries Commission public hearing on October 7, 2009 in Peace River.

Author: \_\_\_\_\_ Reviewed By: \_\_\_\_\_ CAO \_\_\_\_\_





**Carol Gabriel**

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**From:** ACNMail@gov.ab.ca  
**Sent:** Thursday, August 27, 2009 2:32 PM  
**To:** Carol Gabriel  
**Subject:** News Release - Electoral Boundaries Commission Seeks Public Input ~26762~

RFD  
08/27

## News Release

August 27, 2009

### **Electoral Boundaries Commission Seeks Public Input**

Edmonton... Alberta's five-member Electoral Boundaries Commission has begun its task of ensuring that Albertans have effective provincial representation. Commission Chair Judge Ernest Walter notes: "I am pleased with the progress to date. This is a strong team and I believe that each member will make an important contribution to the commission's work. We are now being briefed on electoral law, demographics, political science and the roles of rural and urban MLAs."

The Alberta *Electoral Boundaries Commission Act* was amended this year to add four more seats in the Legislative Assembly. "We have a different challenge from the previous three commissions who recommended revisions to the existing 83 electoral divisions in that we are recommending boundaries for 87 electoral divisions," says Walter.

To assist in meeting that challenge, the commission is seeking public input. An information brochure will be distributed to all Alberta households in the next week explaining the work of the commission and advertisements will appear in local newspapers outlining specific dates and times for public hearing locations. Individuals and groups are invited to provide suggestions and advice either in writing or by making a presentation at one of the public hearings held across Alberta from mid-September to early October.

The commission will review Alberta's constituency boundaries using federal census information. The 2006 census reported an Alberta population of 3,290,350 (to be adjusted to account for residents on Indian reserves who did not take part in the census). Walter comments: "Based on this number, electoral divisions will have an average population of 37,820. Currently the population per electoral division ranges from 23,649 in Dunvegan-Central Peace to 60,511 in Calgary-North West." A new provision allows the commission to use more recent population information in conjunction with the census information. "That should help us to accommodate high-growth areas in recommending constituency boundaries," adds Walter.

Electoral divisions are to be within 25 per cent of the provincial average population except that up to four constituencies may exceed that range where sparse population is spread over large areas.

The commission will present an interim report in February 2010 and a final report by July 2010. The new electoral map, once approved by the Legislative Assembly will be used for the next provincial election. "The commission's work," says Walter, "will be guided by the law, views shared at the public hearings, submissions we receive, and by common sense." For more information, visit [www.altaebc.ab.ca](http://www.altaebc.ab.ca).

**Contact:**

Melanie Friesacher  
Communications Consultant, Electoral Boundaries Commission  
780.415.1839

**Backgrounder**

**FIRST ROUND OF PUBLIC HEARINGS SCHEDULE**

Times and locations will be advertised in newspapers and on the website [www.altaebc.ab.ca](http://www.altaebc.ab.ca)

DATE	LOCATION
Wednesday, September 16, 2009	Fort McMurray
Thursday, September 17, 2009	St. Paul
Thursday, September 17, 2009	Wainwright
Tuesday, September 22, 2009	Edmonton
Wednesday, September 23, 2009	Edmonton
Thursday, September 24, 2009	Calgary
Friday, September 25, 2009	Calgary
Monday, October 5, 2009	Drumheller
Monday, October 5, 2009	Medicine Hat
Tuesday, October 6, 2009	Lethbridge
Wednesday, October 7, 2009	Grande Prairie
Wednesday, October 7, 2009	Peace River
Thursday, October 8, 2009	Slave Lake
Thursday, October 8, 2009	Westlock
Friday, October 9, 2009	Edson
Friday, October 9, 2009	Red Deer

Visit the Government of Alberta newsroom [newsroom.alberta.ca](http://newsroom.alberta.ca).

To remove yourself from this subscription, please visit the following link:

<http://alberta.ca/home/newsSubscriptions.cfm?xID=17667&strEmail=cgabriel@mackenziecounty.com>

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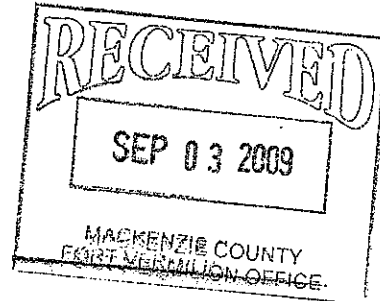
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## Alberta Electoral Boundaries Commission 2009/10

August 28, 2009

Reeve Greg Newman  
Mackenzie County  
PO Box 640  
Fort Vermilion AB T0H 1N0



Dear Mr. Newman:

The Electoral Boundaries Commission was appointed on July 31, 2009 and has begun its work. The next year will be spent in reviewing the area, boundaries and names of the electoral divisions in the province, and proposing changes within the guidelines provided in the *Electoral Boundaries Commission Act*.

The new electoral map, once approved by the Legislative Assembly, will be in effect for the next provincial general election. At that time, there will be 87 electoral divisions in Alberta (four more than at present).

My colleagues in this task are Dr. Keith Archer of Banff, Mr. Peter Dobbie of Vegreville, Mr. Brian Evans of Calgary, and Ms. Allyson Jeffs of Edmonton, who have been appointed as the four members of the Commission. I am looking forward to working with them, and with stakeholders, as the Commission Chairman.

One of the most important aspects of this review is hearing from interested Albertans who wish to help us shape the electoral map of the province. I am contacting you to encourage you to participate in this process of public consultation. You may participate by preparing a written submission or by making a presentation during one of the public hearings. Information concerning the dates for the first round of public hearings will be mailed to all households in early September. Information will also be provided on our website at [www.altaebc.ab.ca](http://www.altaebc.ab.ca) and will be advertised in newspapers throughout the province.

Our interim report will be submitted to the Speaker of the Legislative Assembly by February 2010. The second round of public hearings will follow in the spring of 2010 to allow interested Albertans to comment on the proposals contained in our interim report. All comments, submissions and presentations will be considered as we prepare our final report, which will be submitted to the Speaker of the Legislative Assembly by July 2010.

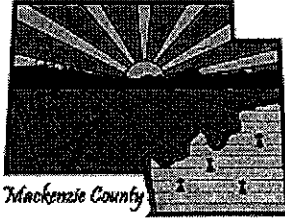
I welcome you to participate in this important process. The enclosed brochure contains additional information, and we would appreciate if you would display copies in your office.

On behalf of the Commission, I invite you to call our office or visit our website for more information.

Sincerely,

A handwritten signature in black ink, appearing to be 'Ernest J.M. Walter', written in a cursive style.

Honourable Judge Ernest J.M. Walter  
Chairman



## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>September 8, 2009</b>
<b>Presented By:</b>	<b>William Kostiw, Chief Administrative Officer</b>
<b>Title:</b>	<b>La Crete Library</b>

### BACKGROUND / PROPOSAL:

Meetings have been held regarding the expansion of the La Crete library. It has been suggested that the La Crete Building Committee assume the responsibility of continuing these discussions.

### OPTIONS & BENEFITS:

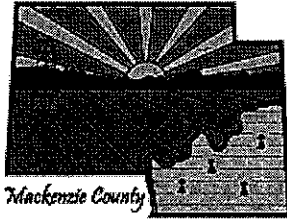
### COSTS & SOURCE OF FUNDING:

### RECOMMENDED ACTION:

That the La Crete Building Committee assume the responsibility of continuing the La Crete library expansion discussions and report back to Council.

Author: \_\_\_\_\_ Reviewed By: \_\_\_\_\_ CAO \_\_\_\_\_





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>September 8, 2009</b>
<b>Presented By:</b>	<b>William Kostiw, Chief Administrative Officer</b>
<b>Title:</b>	<b>Intermunicipal Subdivision &amp; Development Appeal Board – Council Appointment</b>

### BACKGROUND / PROPOSAL:

One member of Council needs to be appointed to the Intermunicipal Subdivision & Development Appeal Board as per the Intermunicipal Subdivision & Development Appeal Board Agreement with the Town of High Level.

Advertisements have been placed for the Members at Large and will be presented to Council for appointment on September 23, 2009.

### OPTIONS & BENEFITS:

### COSTS & SOURCE OF FUNDING:

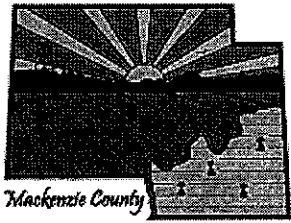
### RECOMMENDED ACTION:

That Councillor \_\_\_\_\_ be appointed to the Intermunicipal Subdivision & Development Appeal Board.

Author: \_\_\_\_\_ Reviewed By: \_\_\_\_\_ CAO \_\_\_\_\_







# MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>September 8, 2009</b>
<b>Presented By:</b>	<b>William Kostiw, Chief Administrative Officer</b>
<b>Title:</b>	<b>Intermunicipal Planning Commission – Council Appointment</b>

**BACKGROUND / PROPOSAL:**

Two members of Council need to be appointed to the Intermunicipal Planning Commission as per the Intermunicipal Planning Commission Agreement with the Town of High Level.

Advertisements have been placed for the Members at Large and will be presented to Council for appointment on September 23, 2009.

**OPTIONS & BENEFITS:**

**COSTS & SOURCE OF FUNDING:**

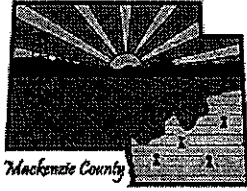
**RECOMMENDED ACTION:**

That the following Councillors be appointed to the Intermunicipal Planning Commission:

1. \_\_\_\_\_
2. \_\_\_\_\_

Author: \_\_\_\_\_ Reviewed By: \_\_\_\_\_ CAO \_\_\_\_\_





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>September 8, 2009</b>
<b>Presented By:</b>	<b>John Klassen, Director of Operations (South)</b>
<b>Title:</b>	<b>RInC Application Funding Confirmation</b>

**BACKGROUND / PROPOSAL:**

The Recreational Infrastructure Canada (RInC) Program is a new infrastructure fund that will invest \$500 million in recreational facilities over a two year period. Due to the nature of this grant, administration has applied for funding of a Parks Improvement Program for the 2009-2010 fiscal years which requires confirmation of \$148,213 dollars of approved funding for the two years. Please see attached a copy of the application for the RInC program.

**OPTIONS & BENEFITS:**

With County commitment of funding; it will allow for the application to proceed with the possibility of being 1/3 funded.

**COSTS & SOURCE OF FUNDING:**

\$148,213 County portion  
\$ 74,107 applied for under RInC program  
 \$222,320

To be funded from the 2009 & 2010 Parks operating budget.

**RECOMMENDED ACTION:**

That Mackenzie County Council commits to the following funding in order to proceed with the RInC grant application:

- 2009 - \$76,933 (included in 2009 budget)
- 2010 - \$71,280

Author: Connie Friesen

Review Date: \_\_\_\_\_

CAO



## RECREATIONAL INFRASTRUCTURE CANADA (RInC) PROGRAM

### Program Information and Project Application Guidelines

#### **What is the Recreational Infrastructure Canada Program?**

The Recreational Infrastructure Canada (RInC) Program is a new infrastructure fund that will invest \$500 million in recreational facilities over a two-year period. This national initiative will provide a temporary economic stimulus that will help reduce the impacts of the global recession while renewing, upgrading and expanding recreational infrastructure in Canadian communities. Western Economic Diversification Canada (WD) will implement the fund for the four western provinces.

RInC is part of Canada's Economic Action Plan, the Government of Canada's multi-faceted plan to ensure a quick recovery from the current economic downturn.

Applications for the RInC program are now being accepted. Consistent with the Government of Canada's commitment to taking swift action to stimulate the Canadian economy, WD will review and respond to applications as quickly as possible.

#### **Federal Contributions**

Projects approved under RInC can receive up to \$1 million in federal funding, which will normally represent one-third of project costs. These investments in recreational infrastructure will stimulate the economy, create jobs and contribute to health and quality of life in communities across Canada, now and in the future.

#### **Who is eligible for funding?**

Organizations eligible to apply for funding under RInC include:

- Municipal and local governments, agencies, and provincial entities that provide municipal-type services to communities;
- Non-profit organizations;
- First Nation governments, including Band or Tribal Councils or their legally-designated representatives;
- Public sector body owned by municipal or local government.

#### **What kinds of projects are eligible for funding?**

Projects eligible for funding through RInC will fall within the following categories of recreational infrastructure:

- Arenas;
- Gymnasias;
- Swimming pools;
- Sports fields;
- Tennis, basketball, volleyball or other sport-specific courts;
- Parks, fitness trails and bike paths; and
- Other multi-purpose physical recreation facilities.

Eligible projects will also:

- Normally be for the rehabilitation or repair of recreational facilities, including new construction to expand or replace existing infrastructure assets;
- Begin and materially conclude construction before March 31, 2011; and,
- Be incremental (i.e. projects would not proceed as proposed in scope or timing without the provision of RInC funding)
- On exception basis, be for the construction of a completely new infrastructure asset

Examples of projects that would not be eligible under RInC include facilities exclusively used as:

- Cultural facilities;
- Libraries;
- Theatres; and
- Meeting halls.

#### **What kinds of project costs will be eligible?**

Eligible costs shall be as specified in each contribution agreement, and will be all direct costs which are properly and reasonably incurred; are paid by an eligible applicant; and are paid under a contract for goods or services necessary for the implementation of a project. Eligible costs for support under RInC may only include the following:

- the costs to rehabilitate or repair fixed capital assets of recreational infrastructure, including new construction that is either adding to or replacing existing recreational infrastructure assets or capacity;
- the fees paid to professionals, technical personnel, consultants and contractors specifically engaged to undertake the surveying, design, engineering, manufacturing or construction of a project infrastructure asset and related facilities and structures;
- the costs of environmental assessments, monitoring, and follow-up programs as required by the *Canadian Environmental Assessment Act*;
- the costs of any public announcement and official ceremony, or of any temporary or permanent signage; and
- other costs that are considered to be direct and necessary for the successful implementation of a project and that have been approved in advance.

#### **Will employee or equipment costs be eligible?**

The incremental costs of the applicant's employees or direct costs may be included in its eligible costs under the following conditions.

- the applicant is a local, regional or First Nation's government;
- the applicant satisfies the Federal Departments and Agencies that it is not economically feasible to tender a contract;
- employees or equipment are employed directly in respect of the work that would have been the subject of the contract; and,
- approved in advance and in writing.

#### **What costs are ineligible?**

Costs related to the following items are ineligible costs:

- project costs incurred before January 27, 2009, the date of the Budget 2009 announcement;
- movable equipment;
- services or works that, in the opinion of WD, are normally provided by the applicant or a related party;
- salaries and other employment benefits of any employees of the applicant except for as indicated above.
- an applicant's overhead costs, its direct or indirect operating or administrative costs, and more specifically its costs related to planning, engineering, architecture, supervision, management and other activities normally carried out by its applicant's staff;
- costs of feasibility and planning studies;
- taxes, such as GST/HST, for which the applicant is eligible for a tax rebate and all other costs eligible for rebates;
- costs of land or any interest therein, and related costs;
- cost of leasing of equipment by the applicant except for as indicated earlier in the "Will employee or equipment costs be eligible?" section above;
- legal fees;
- routine maintenance costs;
- salaries and benefits of existing staff and general administration costs unrelated to program implementation.

**How will projects be assessed?**

In addition to meeting the eligibility requirements described above, preference will be given to projects that demonstrate:

- construction-readiness,
- planned completion date,
- leveraging from other sources including other government, non-profit and private sector, with a maximum of 1/3 funding from the federal government.
- local community and/or municipal government support

Depending on the volume of applications received in each western Province, additional criteria may be applied.

**What are the ongoing reporting requirements?**

Recipients will be required to report against performance measures identified in the contribution agreement on a quarterly basis until the project is completed. Performance measures will include the number of jobs created and, the number of new and/or improved infrastructure assets. Claims for costs incurred under each project can also be submitted on quarterly basis.

**DUE DATE FOR APPLICATIONS**

Applications for RInC funding are due at the WD office in your province by one of the two intake dates: either May 29 or June 19, 2009. Future intakes may be available pending the availability of RInC funding.

**Who can I contact for more information?**

Please contact the WD office nearest you. Completed forms can be mailed or faxed to one of the WD offices listed below:

**WD Alberta**

Suite 1500, Canada Place  
9700 Jasper Avenue  
Edmonton, AB T5J 4H7

Phone: (780) 495-4164  
Toll Free: 1 888 338-WEST (9378)  
Teletypewriter (TTY): 1 877 303-3388  
Fax: (780) 495-4557  
Email: [alberta.rinc-iloc@wd-deo.gc.ca](mailto:alberta.rinc-iloc@wd-deo.gc.ca)

**WD Manitoba**

The Cargill Building  
Suite 250, 240 Graham Avenue  
**Mailing Address:** P.O. Box 777  
Winnipeg, MB R3C 2L4

Phone: (204) 983-4472  
Toll Free: 1 888 338-WEST (9378)  
Teletypewriter (TTY): 1 877 303-3388  
Fax: (204) 983-3852  
Email: [manitoba.rinc-iloc@wd-deo.gc.ca](mailto:manitoba.rinc-iloc@wd-deo.gc.ca)

**WD British Columbia**

700 - 333 Seymour Street  
Vancouver, BC V6B 5G9

Phone: (604) 666-6256  
Toll Free: 1 888 338-WEST (9378)  
Teletypewriter (TTY): 1 877 303-3388  
Fax: (604) 666-2353  
Email: [bc-cb.rinc-iloc@wd-deo.gc.ca](mailto:bc-cb.rinc-iloc@wd-deo.gc.ca)

**WD Saskatchewan**

P.O. Box 2025  
Suite 601, 119 4th Avenue South  
Saskatoon, SK S7K 3S7

Phone: (306) 975-4373  
Toll Free: 1 888 338-WEST (9378)  
Teletypewriter (TTY): 1 877 303-3388  
Fax: (306) 975-5484  
Email: [saskatchewan.rinc-iloc@wd-deo.gc.ca](mailto:saskatchewan.rinc-iloc@wd-deo.gc.ca)

**Application Package****Instructions**

- For more information regarding Recreational Infrastructure Canada (RInC), please visit the WD website at [www.westerndiversification.ca](http://www.westerndiversification.ca).
- Complete all parts of the attached Application Form.
- Include additional information required for non-profit organizations as mentioned in Schedule A.
- Detailed Instructions to complete the application form are in Schedule B of the application package. Where necessary, please provide additional supporting material.
- Submit your application by email, mail, or fax to the Western Economic Diversification Canada (WD) office in your province - see last page of this application form for contact details.
- Ensure your application arrives by the due date above.
- Keep a copy of your application for your records.
- Note that additional information may be requested by WD if needed for the assessment of your proposal.

**Document Checklist**

Please attach the following documents that apply to your organization / project. Put a check beside each document you attach to your application form, and include this sheet with your application. Be sure to provide all applicable documents.

- Application Form
- Schedule A - required only for non-profit organizations



# RECREATIONAL INFRASTRUCTURE CANADA (RiNC) PROGRAM

## Application Form

Please refer to Schedule B for detailed instructions on how to complete the application form.

### PART A: Applicant Information

<b>Legal Name of Organization</b>		
Mackenzie County		
<b>Applicant Type</b>		
<input checked="" type="checkbox"/> Municipality <input type="checkbox"/> Non profit * (see Schedule A for additional information requirements) <input type="checkbox"/> First Nation governments, including Band or Tribal Councils or their legally-designated representatives <input type="checkbox"/> Provincial entity providing municipal-type services <input type="checkbox"/> Public sector body owned by municipal or local government		
<b>Business or GST Number (if applicable)</b>		<b>Date of Incorporation (YYYY-MM-DD)</b>
<b>Street and/or Postal Box Address</b>		
Box 640		
<b>City/Town/Village</b>	<b>Province</b>	<b>Postal Code</b> <small>enter with space i.e. V6B 5G9</small>
Fort Vermillion	AB	T0H 1N0
<b>Primary Contact:</b>		
<b>Salutation</b>	<b>First Name</b>	<b>Last Name</b>
Mr.	Bill	Kostiw
<b>Title</b>		
CAO		
<b>Telephone Number</b> <small>with area code i.e. 111-111-1111</small>	<b>Alternate Telephone Number</b>	<b>Facsimile Number</b>
780-927-3718	780-841-1801	780-927-4266
<b>Email Address</b>		<b>Website (if applicable)</b>
bkostiw@mackenziecounty.com		
<b>Applicant Profile and Description</b>		
<p>Mackenzie County is located in the most northwestern corner of the province comprising 12% of Alberta's landmass, or about 50,000 square/kms. Mackenzie County strives to provide recreational services to all County residents and the many tourists that travel to the north from as far away as Japan and the US.</p> <p>The noted Parks Improvement Program will enable Mackenzie County to enhance not only the appearance but also the accessibility to a more user friendly parks system. For example the concrete toilet facilities that are being installed are not only weather resistant but wheelchair accessible.</p>		

**PART B: Project Information**

<b>Project Title</b>	
Parks Improvement Program	
<b>Estimated Start Date (YYYY-MM-DD)</b>	<b>Estimated End Date (YYYY-MM-DD)</b>
2009-06-01	2009-11-30
<b>Project Location:</b>	
<b>Municipality</b>	<b>Province</b>
Mackenzie County	AB
<b>Project Category</b>	
<input type="checkbox"/> Arenas <input type="checkbox"/> Gymnasias <input type="checkbox"/> Swimming pools <input type="checkbox"/> Sports fields <input type="checkbox"/> Tennis, basketball, volleyball or other sport-specific courts <input checked="" type="checkbox"/> Parks, fitness trails, and bike paths <input type="checkbox"/> Other multi-purpose facilities that have physical recreation activity as the primary rationale Please describe:	
<b>Project Eligibility (check all that apply)</b>	
<input checked="" type="checkbox"/> Rehabilitation or repair of existing infrastructure <input checked="" type="checkbox"/> New construction that is either adding to or replacing existing recreational infrastructure assets and capacity <input checked="" type="checkbox"/> Conclude construction before March 31, 2011 <input checked="" type="checkbox"/> Would not have otherwise occurred during the time or in the scale proposed without RInC funding	

**PART B: Project Information (Cont'd)**

**Project Description**

The proposed project does not concentrate on one particular item but rather acquiring and installing multiple items such as shelters, concrete toilets, garbage receptacles, concrete benches, firewood bins, fire pits, picnic tables and caretaker shacks to enhance our parks and campgrounds for many to enjoy.

Mackenzie County being as remote as it is; it is very important to promote strong tourism to keep local residents in the area as well as attract tourists from outside of the region to the area. Upgrades to our sites not only provide increased levels of service but most importantly the longevity of our sites for many to enjoy. The items to follow are a compilation of all the parks and campgrounds that are to receive upgrades. Please also see attached a hard copy of our parks and campgrounds powerpoint presentation for your perusal.

Details of the project as follows (2009 prices):

	2009		2010		2011	
	Quantity	\$	Quantity	\$	Quantity	\$
Shelter	1	15,000			4	60,000
Concrete Toilet Facility	3	30,000	4	40,000	4	40,000
Garbage Receptacles	26	29,380	3	3,390	1	1,130
Concrete Benches	9	4,950	10	5,500	6	3,300
Firewood Bins	6	12,000	3	6,000	1	2,000
Fire pits	22	9,020	37	15,170		
Picnic Tables	35	15,050	52	22,360	21	9,030
Caretaker Shack			1	14,500	1	14,500
<b>TOTAL</b>	<b>102</b>	<b>\$115,400</b>	<b>110</b>	<b>\$106,920</b>	<b>38</b>	<b>\$129,960</b>

**PART B: Project Information (Cont'd)**

**Project Rationale**

All infrastructure to be placed within the parks in Mackenzie County that is included in the Parks Improvement Program are construction ready and could commence within 30 days of funding approval.

**Project Benefits:**

Person months of work created or maintained	Number of infrastructure elements improved
18	212

**Comment:**

Please see below the estimated time of construction to completion by contractor:

- Shelter - 3 people x 8hrs/day x 7days = 168hrs/unit
- Concrete Toilet - 2 people x 8hrs/day x 7days = 112hrs/unit
- Garbage Receptacle - ordered directly from manufacturer (Haul All Equipment)
- Concrete Bench - 2 people x 8hrs/day x 2days = 32hrs/unit
- Fire pit - 1 person x 8hrs/day x 1day = 8hrs/2 units
- Picnic Table - 1 person x 8hrs/day x 1 day = 8hrs/1-1/2units
- Caretaker Shack - 3 people x 8hrs/day x 10 days = 240hrs/unit

Below is the estimated time of construction to completion by County employees:

Firewood Bin - 2 people x 8hrs/day x 2days = 32hrs/unit

Contracted (HOURS)	2009	2010	2011
Shelters	168		672
Concrete Toilets	336	448	448
Garbage Receptacles	assembled and sent from Haul All warehouse		
Concrete Benches	288	320	192
Fire pits	88	148	
Picnic Tables	187	277	112
Caretaker Shacks		240	240
County (HOURS)			
Firewood Bins	192	96	32
<b>TOTAL HOURS</b>	<b>1259</b>	<b>1529</b>	<b>1696</b>
avg 40hrs/week	31.475	38.225	42.4
avg 4wks/month	7.9	9.6	10.6

**PART B: Project Information (Cont'd)**

**Project Benefits: (Cont'd)**

Is this project incremental?

Yes  No

Comment:

Is this project construction ready?

Yes  No

Comment:

Is there community support?

Yes  No

Comment:

Is there Municipal Government support?

Yes  No

Comment:

N/A

**PART C: Funding** - Please provide a detailed breakdown of project costs in accordance with the categories below. If required, please provide further explanation of project costs and Sources of Financing in the comment box at the end of this section and/or attach documentation to the application providing this detail.

**Amount requested under RInC**

<b>2009-2010</b>	\$	38,467	<b>2010-2011</b>	\$	35,640	<b>TOTAL</b>	\$	74,107
------------------	----	--------	------------------	----	--------	--------------	----	--------

**Detail Project cost(s) to be incurred**

Project Costs	Amount
<b>1. Capital Costs:</b>	
<b>2. Non-capital costs:</b>	74,107
<b>3. Other Costs (specify):</b>	
<b>4. Ineligible Costs</b>	
<b>Total Project Costs</b>	74,107

**PART C: Funding (Cont'd)**

<b>Sources of Financing</b>		
	<b>Amount</b>	<b>Confirmed</b>
<b>Municipal</b>	148,213	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>Provincial</b>		<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>RInC</b>	74,107	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Other Federal * (specify):</b>		<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Other (specify):</b>		<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Working Capital/Operating Revenue</b>		<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Total Project Funding</b>	\$222,320	

\* Total federal funding, including funding received through RInC, cannot exceed 50% of total project costs.

**Comment:**

**PART D: Federal Legislation**

<b>Environmental Assessment</b>	
Has an environmental assessment been completed on the project?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is the project located within 250 metres of an environmentally sensitive area?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does the project involve works or activities within 30 metres of water body?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does the project involve works or activities on, under, over, through or across a water body such as a wetland, stream, river, or lake?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

**Comment:**

**Information Sharing/Consultations with First Nation Communities**

Will the project have an impact on one or more First Nations or communities?  Yes  No

If yes, please describe how the First Nations community/ies will be consulted and involved in the project:

Although is not required because the project is on municipal owned land the First Nations will use the improved park facilities as the First Nation reserves are situated within the Regional County boundary and are regularly using the current facilities. Due to high obesity and diabetes with the First Nations people, Mackenzie County is striving to promote increased levels of activity within our parks and campgrounds.

**Official Languages**

In your opinion, could this project help to support the francophone community?  Yes  No  Not applicable

If yes, please explain how this might be done (e.g. through the hiring of bilingual staff, through the provision of services in French, through the production of a final product in French, etc.)

Where applicable and possible, the signs will be placed in both Canadian official languages.

**PART E: Declaration and Signatures**

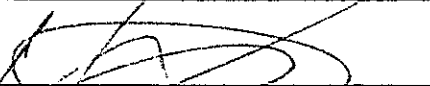
**Applicant Acknowledgements:**

Applicant Organizations must acknowledge and agree that:

- This funding request and the attached proposal summary do not constitute a commitment from WD for financial assistance.
- Project costs incurred by the Applicant Organization in the absence of a signed funding agreement with WD are **incurred at the sole risk** of the Applicant Organization and that any such costs may not be considered eligible for WD assistance.
- Any person who has been lobbying on behalf of the Applicant Organization to obtain a contribution as a result of this application is registered pursuant to the Lobbyists Registration Act and was registered pursuant to that Act at the time the lobbying occurred.
- The Applicant Organization has not, nor has any other person, corporation or organization, directly or indirectly paid or agreed to pay any person to solicit a contribution arising as a result of this application for a commission, contingency fee or any other consideration dependent on the execution of an Agreement or the payment of any contribution arising as a result of this application.

All information provided by the Applicant Organization to WD will be treated in accordance with the *Access to Information Act* and the *Privacy Act*. These federal laws govern, protect and limit the collection, use and disclosure of personal, financial and technical information by federal government departments and agencies. In addition to and notwithstanding the above, WD reserves the right to make information relating to any contribution resulting from this application available to the public, including providing limited information on a public website as part of a list of all projects funded by WD. The Applicant Organization hereby represents that it has the authority to consent and consents to the information being made available to the public.

I CERTIFY that all information provided in this document is true and correct. I have read and understood the Applicant Acknowledgements and agree also agree to allow WD to share information contained in this form, attached documents, and subsequent project information with other government departments as part of WD's due diligence and program referral activities, subject to the *Access to Information Act* and the *Privacy Act* noted above.

Applicant Name and Title	Signature	Date (YYYY-MM-DD)
William (Bill) Kostiw Chief Administrative Officer		2009/06/18

Complete applications must be submitted prior to one of the two intake dates: either May 29 or June 19, 2009.

**WD Alberta**  
Suite 1500, Canada Place  
9700 Jasper Avenue  
Edmonton, AB T5J 4H7

Phone: (780) 495-4164  
Toll Free: 1 888 338-WEST (9378)  
Teletypewriter (TTY): 1 877 303-3388  
Fax: (780) 495-4557

**WD Manitoba**  
The Cargill Building  
Suite 250, 240 Graham Avenue  
**Mailing Address:** P.O. Box 777  
Winnipeg, MB R3C 2L4

Phone: (204) 983-4472  
Toll Free: 1 888 338-WEST (9378)  
Teletypewriter (TTY): 1 877 303-3388  
Fax: (204) 983-3852 or (204) 983-4694 or (204) 984-0360

**WD British Columbia**  
700 - 333 Seymour Street  
Vancouver, BC V6B 5G9

Phone: (604) 666-6256  
Toll Free: 1 888 338-WEST (9378)  
Teletypewriter (TTY): 1 877 303-3388  
Fax: (604) 666-2353

**WD Saskatchewan**  
P.O. Box 2025  
Suite 601, 119 4th Avenue South  
Saskatoon, SK S7K 3S7

Phone: (306) 975-4373  
Toll Free: 1 888 338-WEST (9378)  
Teletypewriter (TTY): 1 877 303-3388  
Fax: (306) 975-5484

**Schedule A**

Additional information required for non-profit organizations (please attach this information to the application form when submitting):

- Project timelines
- Most recent audited financial statements if available
- Most recent annual report of the applicant organization if available
- Annual projected statements of income and expenses and cash-flow
- Copy of the certificate of incorporation of the applicant organization
- List of board of director members
- List of amounts the applicant organization owes to the federal government under legislation or contribution agreements

**Schedule B - Instructions to Complete Application Form****PART A: Applicant Information**

<b>Legal Name of Organization</b>	Provide the full legal name of applicant.
<b>Applicant Type</b>	Select one of the five eligible applicants.
<b>Salutation, Name, Title</b>	Provide the salutation, first & last name, and title of a contact person who can answer questions concerning the project.
<b>Telephone, fax, and email</b>	Provide the telephone, fax, and email address for the contact person.
<b>Applicant Profile description</b>	Briefly describe the mandate, activities, and history of the organization that is applying for funding. Include structure of the organization, and management experience of the individual(s) implementing the project.

**PART B: Project Information**

<b>Project Title</b>	Provide the name of the project that could be used in potential communication products.
<b>Estimated Start Date</b>	Provide the expected date for when project activity will commence.
<b>Estimated End Date</b>	Provide the expected date for when project activity will be complete.
<b>Project Location</b>	Provide the municipal location of the project (e.g. city, town, village, improvement district, Métis settlement, first nations reserve) and the Province.
<b>Project Category</b>	Please select one of the project categories the best describes your project.
<b>Project Eligibility</b>	Please check all the following statements that apply to the project.
<b>Project Description</b>	Provide a concise description of the project including the objective, activities to be undertaken, work/tasks to be done, assets to be renovated or constructed and any other relevant information.
<b>Project Rationale</b>	Explain how this project meets program criteria - including construction readiness (i.e. could commence within 15/30/60+ days following approval), leveraging from other government, non-profit and private sector.
<b>Project Benefits</b>	Provide a description of benefits that would have an impact on your community, including the number of person months of employment generated, as well as the number of infrastructure elements improved. For example if your arena has two ice rinks that are implicated by the proposed project activity, indicate that two elements will be improved.  To calculate person months of employment: For example, if 6 people will be employed full time July 1 - December 30, 2009, and 18 people March 1 - August 31, 2010, then 6 people X 6 months + 18 people X 6 months = 144 months of employment. For part time employment, please pro-rate to full time equivalent, based on the hours/day full time employees work in your organization. For example, if 2 people work half time for 8 months, count it as 2 X .5 X 8 = 8 person months of employment. If 1 person works 5 hours/week for 52 weeks, and the organization's normal work week is 35 hours, that person has worked 5/35th or .143 of full time for 12 months; count .143 X 12 months = 1.7 person months of employment.



<b>Incrementality</b>	Comment on how the project is incremental (Would not have otherwise occurred during the time or in the scale proposed without RInC funding). If the project includes costs that could be considered routine maintenance, such as painting, explain how they are incremental.
<b>Construction Readiness</b>	Under this program, projects that can start quickly will receive preference. Please comment explain the status and provide documentation to support the readiness of your project and include any relevant documents. Depending on its nature this may include drawings, permits, tenders, etc.
<b>Community Support</b>	Please indicate whether or not there is community support for your project and attach any evidence (e.g. letters of support from community stakeholders) to the application package.
<b>Municipal Government Support</b>	If the municipality where your project is situated has passed a resolution in support of this project, please indicate the details of the resolution and attach the council resolution. For projects taking place on a First Nations reserve, please include a Band Council resolution. Please note that municipal resolutions will not be required by all applicants (e.g. non-profit organizations).

**PART C: Funding**

Where necessary, please provide supporting documentation for the costs and funding identified in your project.

<b>Amount requested under RInC</b>	Indicate how much funding you are seeking under RInC, broken down by fiscal year (year ending March 31).
<b>Total Costs</b>	Figures in this column should represent the total costs associated with the project for a given cost category (i.e. eligible costs and ineligible costs borne by the applicant).
<b>Capital Costs</b>	Please include costs to rehabilitate or repair fixed capital assets of recreational infrastructure, including new construction that is either adding to or replacing existing recreational infrastructure assets or capacity.
<b>Non-capital Costs</b>	Please include fees paid to professionals, technical personnel, consultants and contractors specifically engaged to undertake the surveying, design, engineering, manufacturing or construction of a project infrastructure asset and related facilities and structures.
<b>Other costs</b>	Other costs include the purchase of materials, communication or signage costs directly related to the project and any other eligible costs.
<b>Ineligible Costs</b>	Please indicate all non-eligible costs incurred by the applicant in relation to the project (e.g. administrative costs, land acquisition, GST).
<b>Source of Funding</b>	Please identify all sources of funding from the three orders of government as well as any other funder.
<b>Municipal</b>	Municipal contribution to the project.
<b>Provincial</b>	Provincial contribution to the project.
<b>RInC</b>	Amount being sought under RInC.
<b>Other Federal</b>	Other Federal funding being sought or already committed to the project (indicate specific program and/or federal government entity).
<b>Other</b>	Other non-government funding including not for profit and private sector.
<b>Working Capital/Operating Revenue</b>	Applicant's incremental contribution to the project.
<b>Confirmed (Y/N)</b>	Please indicate whether the funding source has been confirmed or not.

**PART D: Federal Legislation****Environmental Assessment**

Projects involving physical works or prescribed physical activity receiving funding from the Government of Canada may require an environmental assessment under the *Canadian Environmental Assessment Act* (CEAA). According to the CEAA, every RInC project must be screened for its impact on the environment. This checklist forms part of that screening process. A "yes" answer does not

necessarily mean that an environmental assessment will be required because many physical works activities are excluded from environmental assessments.

An officer from the Program Secretariat will advise the steps required to comply with the Canadian Environmental Assessment Act. No federal or provincial funds will be paid until the Canadian Environmental Assessment is complete. If additional work is required to address assessment or adhere to Canadian Environmental conditions, the costs can be included as part of the eligible project costs.

Under the legislation an "*environmentally sensitive area*" means an area protected for environmental reasons in regional or local land use plans, or by a local, regional, provincial or federal government body. (*région écosensible*)"

For more information on the Exclusion list of the CEEA please go to <http://www.ec.gc.ca/ceaa/legislation>, select "Legislation" and then "Canadian Environmental Assessment Act and Regulations".

**\* Please Note: Absolutely no construction may commence until an environmental assessment process has been completed. Proponents will be notified of completion of the EA process through official documentation sent to proponent stating that the project is officially excluded or that the EA Screening Decision has been made and signed-off.**

#### **Information Sharing/Consultations with First Nation and Aboriginal Communities**

The Government of Canada has statutory, contractual, and common law obligations to consult with Aboriginal groups in the delivery of its programs and services. The purpose of these questions is to assist WD in determining whether or not the Department has an obligation to consult with Aboriginal groups in the provision of funding for this project.

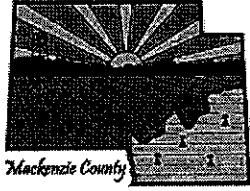
#### **Official Languages**

The Government of Canada has an obligation to enhance the vitality of the official language minority communities (OLMCs) in Canada, support and assist their development, and foster the full recognition and use of both English and French in Canadian society; and to ensure, where appropriate, that services or benefits will be made available in both official languages in accordance with the *Official Languages Act*. The purpose of these questions is to assist WD in determining whether the proposed project represents an opportunity to support the OLMCs (i.e. francophone communities in Western Canada).

#### **PART E: Declaration and Signatures**

After reading and understanding the section, fill in the required information, sign, and date. If required, please feel free to contact the nearest WD office for a further explanation of these requirements.

<b>Name and Title of Authorized Official of the Applicant Organization</b>	Fill in the name and title of the member of the organization with signing power / the authority to enter into an agreement. (This person may be different from the Contact Person.)
<b>Signature</b>	This is where the Authorized Official of the Applicant Organization signs
<b>Date</b>	The Authorized Official of the Applicant Organization enters the date at which he/she signed the document



# MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>September 8, 2009</b>
<b>Presented By:</b>	<b>John Klassen, Director of Operations (South)</b>
<b>Title:</b>	<b>Sale of La Crete Public Works Shop &amp; Adjacent Property</b>

**BACKGROUND / PROPOSAL:**

Mackenzie County advertised for sale the current Public Works Shop and property with an option of First Right of Refusal for the adjacent vacant lot offered to the highest bidder. Deadline for offers was 4:00 p.m. August 31, 2009. Three offers were received and reviewed by the building committee on September 1, 2009.

**OPTIONS & BENEFITS:**

Sale of the current Public Works Shop will provide monies to assist in the construction of the new Public Works Shop.

**COSTS & SOURCE OF FUNDING:**

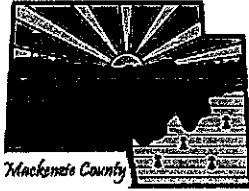
N/A

**RECOMMENDED ACTION:**

That Mackenzie County accept the highest offer for the sale of the current Public Works Shop and adjacent property.

Author: Pauline Short Review Date: \_\_\_\_\_ CAO 





# MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>September 8, 2009</b>
<b>Presented By:</b>	<b>John Klassen, Director of Operations (South)</b>
<b>Title:</b>	<b>Paving at Mackenzie Housing</b>

### BACKGROUND / PROPOSAL:

A proposal was received by the County to participate in paving the area around the Altenheim as a cost sharing project between Mackenzie County and Knelsen Sand & Gravel as a donation to the residents of the Altenheim.

Attached for your perusal, please find a copy of the mentioned proposal.

### OPTIONS & BENEFITS:

Having this area paved would improve mobility for our seniors and make life a little less challenging. Providing our seniors with a level, clean and safer walking area would make life more enjoyable for everyone.

### COSTS & SOURCE OF FUNDING:

Costs: \$4.00/square foot.

Funding: 2010 budget

### RECOMMENDED ACTION:

That Mackenzie County include in the 2010 budget funds to pave the parking lots for both seniors residents in La Crete and Fort Vermilion.

Author: Pauline Short 

Review Date: \_\_\_\_\_

CAO 



August 12, 2009

Box 350  
La Crete, Alberta  
T0H 2H0  
Phone: 780-928-4349  
Fax: 780-928-4345

Mackenzie County  
Box 1690  
La Crete, Alberta  
T0H 2H0

Attention: Mr. John Klassen:


I am writing to you as a follow-up to the discussion between yourself and Henry Goertzen regarding paving the area around the Altenheim (see attached map), as a cost sharing project between the Mackenzie County and Knelsen Sand & Gravel as a donation to the residents of the Altenheim.

Pavement in this area would make it much easier for our seniors to navigate. Having pavement will keep that area level and clean and safer for our seniors, and in general would be a benefit for all.

Pavement would make it much easier for our seniors, as walking on uneven ground with gravel is often quite a challenge for them.

On behalf of the residents and staff, we thank you for your support of our seniors and the Altenheim.

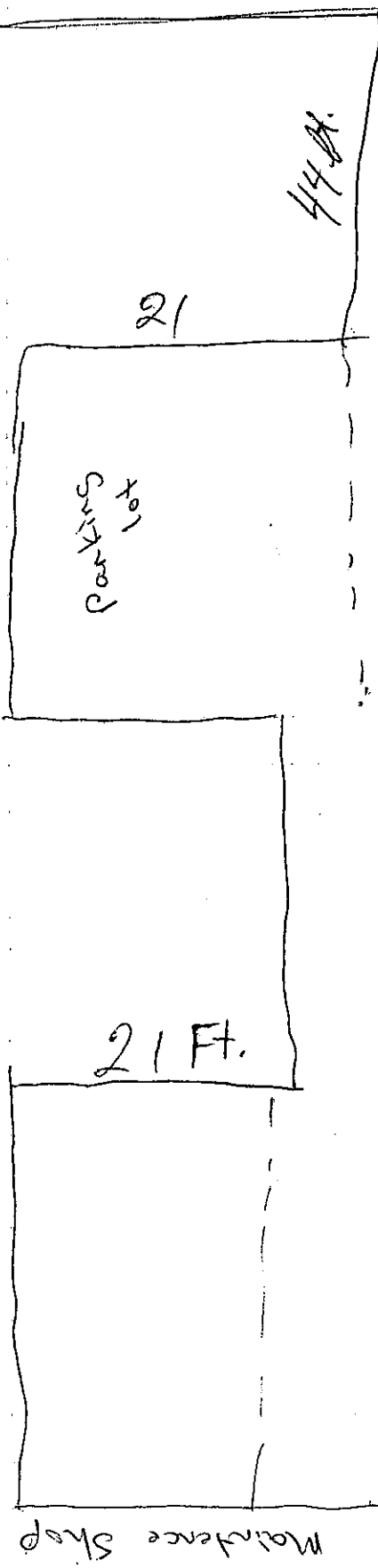
Sincerely,

  
Barbara L. Spurgeon  
Chief Administrative Officer

E

S

60 Ft. Independent living Units 52 ft.



23 Ft.

91 ft.

Parking  
Swings  
Loading

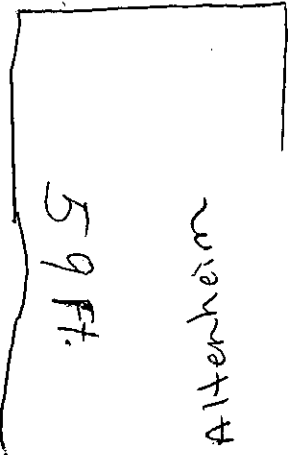
100 ft.

21

Parking  
lot

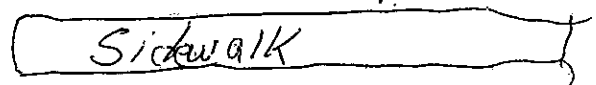
25 Ft.

Parking  
lot



Drive way

208 ft.



Sidewalk

65 Ft.

14 Ft.

Sidewalk

Building

19 Ft.

Parking  
lot

39 Ft.

31 Ft.

Bus Shop

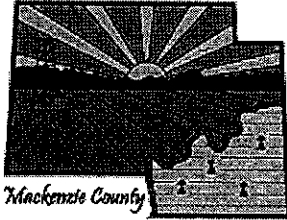
Altenheim

N

Maintenance Shop

N





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>September 8, 2009</b>
<b>Presented By:</b>	<b>William Kostiw, Chief Administrative Officer</b>
<b>Title:</b>	<b>Blumenort Cemetery &amp; Area Storm Water</b>

### BACKGROUND / PROPOSAL:

Installation of C/L culvert on east/west may have contributed to minor flooding around Jake Friesen's property. Mr. Friesen repaired and restored some areas at his discretion. Mr. Friesen never had County approval but it may merit some cost sharing.

### OPTIONS & BENEFITS:

The options are for the County to pay all, a portion, or none of Mr. Friesen's costs. The project did benefit from the culvert installation and helping Mr. Friesen with costs may benefit the County.

### COSTS & SOURCE OF FUNDING:

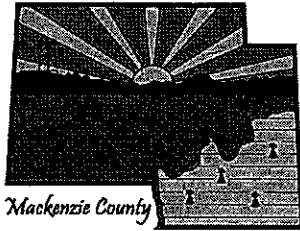
2009 Operating Budget (2-63-40-259)

### RECOMMENDED ACTION:

That the County pay fifty percent (50%) of the project costs for site rehabilitation to a maximum of \$3,000.00 for the Blumenort cemetery and area storm water to be funded from the general drainage operating budget.

Author: W. Kostiw Reviewed By: \_\_\_\_\_ CAO 





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>September 8, 2009</b>
<b>Presented By:</b>	<b>Ryan Becker, Director of Planning and Emergency Services</b>
<b>Title:</b>	<b>Bylaw 733/09 Fee Schedule</b>

### **BACKGROUND / PROPOSAL:**

Bylaw 733/09, being a Fee Schedule Bylaw amendment to change the unauthorized Development Permit fees, was tabled at the August 26, 2009 Council meeting due to additional changes being proposed.

The subdivision extension fee of \$50 was reviewed by the Municipal Planning Commission (MPC) at the August 27, 2009 meeting where the following motion was made:

*That the Municipal Planning Commission recommendation to Council be for the amendment of the fee schedule bylaw to increase of the subdivision time extension fees to \$500 for all multi-lot subdivisions and \$250 for all single lot subdivisions.*

### **OPTIONS & BENEFITS:**

#### **Unauthorized Development Fees:**

The current unauthorized development permit fees are levied as follows:

**Author:** Marion Krahn,  
Development Officer

**Reviewed  
by:**

Ryan Becker, Director  
Planning and Emergency Services

**CAO**

Residential/Home Development Permit after Commencement of Construction/Development	\$500.00
Commercial/Industrial Development Permit after Commencement of Construction/Development	1% of appraised building value plus appraisal cost
Other Development after Commencement of Construction/Development	\$100.00

It was hoped that this process would encourage people to obtain a development permit and subsequent/applicable safety code permits (Building, Plumbing, Electrical and Gas). This process has not provided the incentive to obtain the necessary permits as was anticipated. It has actually created more concerns for the Development Officers and staff in dealing with angry rate payers.

Another alternative would be to have a letter sent out when unauthorized development is discovered. The letter will advise of the type of unauthorized development and allow the rate payer 2 weeks to attend and obtain the development permit. This process will then trigger the developer to obtain any other permits that are required. Failure to attend a County office and obtain the development permit can then result in a fine of \$500.00 for all development. The County will also have the option of issuing a stop work order on all unauthorized development and can place the unpaid fines on the tax roll. By following this process we can alleviate having to fine those who truly were unaware of the requirements, capture all development and ensure that all development is carried out safely which protects our ratepayers.

**Subdivision Time Extension Fees:**

The matter of subdivision time extensions and the fees for them has been reviewed by the Municipal Planning Commission several times in the past few years. Planning staff has found that an increased number of developers are not completing their subdivisions for various reasons and this puts additional strain on staff as additional time is needed to review the file repeatedly after having been inactive for an extended period of time. In addition, development standards and requirements continue to be changed to reflect the current needs and continually extending subdivision deadlines may serve to allow a developer to complete his development to outdated or inferior standards.

The current subdivision time extension fee of \$50 does not adequately cover staff time spent nor does it serve to encourage the developers to complete their subdivisions in a timely manner. Recent time extension requests have been for additional time to construct accesses or due to a downturn in the economy. One year is sufficient time for the construction of accesses and while the economy fluctuations impact everyone, it does not seem reasonable to expect the County to expend exhaustive time towards a project that may never be completed. Increasing the time spent on subdivisions that are being completed would serve to improve the economy.

**Author:** Marion Krahn,  
Development Officer

**Reviewed by:**

Ryan Becker, Director  
Planning and Emergency Services

CAO

Increasing fees for subdivision time extensions should deter developers from delaying the completion of their subdivisions thereby more effectively using MPC and staff time.

The proposed bylaw also includes a technical revision/correction of General Municipal Plan to Municipal Development Plan. The two have the same meaning however the General Municipal Plan is no longer a used or recognized name for this plan.

**COSTS & SOURCE OF FUNDING:**

Not applicable.

**RECOMMENDED ACTION:**

**MOTION 1**

That first reading be given to Bylaw 733/09, being a fee schedule bylaw amendment to authorize the Planning and Development Department to issue warning letters to individuals or companies regarding unauthorized development prior to issuing the penalty fees and to amend the Subdivision Time Extension Fees to \$500 for all multi-lot subdivisions and \$250 for all single lot subdivisions.

**MOTION 2**

That second reading be given to Bylaw 733/09, being a fee schedule bylaw amendment to authorize the Planning and Development Department to issue warning letters to individuals or companies regarding unauthorized development prior to issuing the penalty fees and to amend the Subdivision Time Extension Fees to \$500 for all multi-lot subdivisions and \$250 for all single lot subdivisions.

**MOTION 3 (Requires Unanimous)**

That consideration be given to move to third reading of Bylaw 733/09.

**MOTION 4**

That third reading be given to Bylaw 733/09, being a fee schedule bylaw amendment to authorize the Planning and Development Department to issue warning letters to individuals or companies regarding unauthorized development prior to issuing the penalty fees and to amend the Subdivision Time Extension Fees to \$500 for all multi-lot subdivisions and \$250 for all single lot subdivisions.

**Author:** Marion Krahn,  
Development Officer

**Reviewed  
by:**

Ryan Becker, Director  
Planning and Emergency Services

**CAO**



**BYLAW NO. 733/09**

**BEING A BYLAW OF THE  
MACKENZIE COUNTY  
IN THE PROVINCE OF ALBERTA  
TO ESTABLISH A FEE SCHEDULE FOR SERVICES**

**WHEREAS**, pursuant to the provisions of the Municipal Government Act, Revised Statutes of Alberta, 2000, Chapter M-26, Section 8(c)(i), requires fees to be established by bylaw.

**NOW THEREFORE**, the Council of Mackenzie County, in the province of Alberta, duly assembled, enacts as follows:

1. That the Service Fee Schedule be amended to read as follows:

<b>Item</b>	<b>Amount</b>	<b>GST</b>
Photocopying	\$0.25/sheet	Applicable
Laminating	Double cost of map (min \$5)	Applicable
Tax Certificates	\$25.00	N/A
Email, fax or written confirmation of assessment by legal description (legal description to be provided by a requestor in writing)	\$25.00/per request	Applicable
Compliance Certificates	\$50.00	N/A
Land Titles	\$5.00	Applicable
County Ownership Maps	\$15.00	Applicable
County Ownership Map Booklet –Laminated	\$50.00	Applicable
Individual Pages - Laminated	\$10.00	
Hamlet Maps	\$5.00	Applicable
Aerial Photos	\$5.00	Applicable
All Custom Maps up to 17" x 22"	\$5.00	Applicable
All Custom Maps Larger than 17" x 22"	\$10.00	Applicable
River Map - 14 Laminated Pages	\$25.00	Applicable
Area Structure Plan	\$15.00	Applicable
General Municipal Plan	\$25.00	Applicable

Item	Amount	GST
Land Use Bylaw	\$35.00	Applicable
Land Use Bylaw Amendment	\$150.00	N/A
Development Permit - Other than Commercial or Industrial	\$25.00	N/A
Development Permit – Commercial and Industrial	\$50.00	N/A
Residential/Home Development Permit after Commencement of Construction/Development	\$500.00	N/A
Commercial/Industrial Development Permit after Commencement of Construction/Development	1% of appraised building value plus appraisal cost	N/A
Other Development after Commencement of Construction/Development	\$100.00	N/A
Development Permit after Legal Counsel Intervention	Legal Fee Cost	N/A
Development Permit Time Extension	\$50.00	N/A
Subdivision and Development Appeal (refundable if appeal is successful)	\$250.00	N/A
<del>Subdivision Time Extension</del>	<del>\$50.00</del>	<del>N/A</del>
<b>Subdivision Time Extension (single lot)</b>	<b>\$250.00</b>	<b>N/A</b>
<b>Subdivision Time Extension (multi-lot)</b>	<b>\$500.00</b>	<b>N/A</b>
Subdivision or Boundary Adjustment Application (all or a portion of the subdivision application may be refundable at the discretion of the MPC)	\$700 + \$200/lot created	N/A
Boardroom Rental (no charge to non-profit community groups)	\$50.00/day	Applicable
Council or other Board Minutes	\$5.00/set	Applicable
Winter Maintenance Flags	\$20.00/ ¼ mile	Applicable



Item	Amount	GST
Senior/Handicapped Snowplow Flags (Where the Senior/Handicapped person lives in a rural residence where all other persons, excluding spouse or dependent, residing on the property are also Senior Citizens or Handicapped persons)	No Charge	N/A
Dust Control Calcium Chloride	\$500/200 linear meters per application	Applicable
Dust Control DL 10-40	\$1,000/200 linear meters per application	Applicable
Dust Control for Seniors	No Charge	
Sanding Unit & Tandem Truck	\$110.00/hr., min. chg.- ½ hr	Applicable
Alberta Agriculture's Irrigation Pump/Pipe	\$300.00/48 hours \$100.00/each additional 24 hours	Applicable
75 HP Tractor Mower 15'	\$55.00 per hour (minimum charge ½ hr.)	Applicable
35 HP Tractor Mower 6'	\$35.00 per hour (minimum charge ½ hr.)	Applicable
Weed Eater	\$20.00 per hour (minimum charge ½ hr.)	Applicable
Sewer Auger	\$20.00 per hour \$100.00 per 24 hours	Applicable
Water Line Thawing Unit	\$20.00 per hour \$100.00 per 24 hours	Applicable

2. Equipment that is not listed in this bylaw will be charged according to the current Alberta Roadbuilders and Heavy Equipment Association Equipment Rental Rates Guide, less 20%.
3. **Fees associated with development after commencement of construction / development applies after a warning letter is issued and no development permit is applied for.**
- 3 4. This bylaw revokes all previous bylaws with fees pertaining to fees in this bylaw.
- 4 5. In the event that this bylaw is in conflict with any other bylaw, this bylaw shall have paramountcy.

READ a first time this \_\_\_ day of September, 2009.

READ a second time this \_\_\_ day of September, 2009.

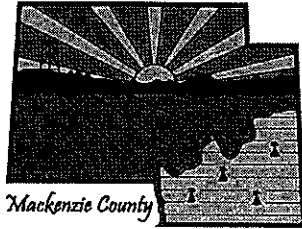
READ a third time and finally passed this \_\_\_ day of September, 2009.

---

Greg Newman  
Reeve

---

William Kostiw  
Chief Administrative Officer



## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>September 8, 2009</b>
<b>Presented By:</b>	<b>Ryan Becker, Director of Planning and Emergency Services</b>
<b>Title:</b>	<b>Bylaw 735/09 Municipal Development Plan</b>

**BACKGROUND / PROPOSAL:**

I am proud to present to Council the Municipal Development Plan for first reading. The document is the base on which Mackenzie County grow. It captures the unique qualities of each hamlet and harnesses this opportunity to capture this in an official document. We can use this opportunity to "move forward", and build on our successes from the past.

The document has been circulated to all of our neighboring municipalities, First Nations communities and Alberta Government agencies. We have received several comments congratulating us on our plan. A few concerns have been dealt with internally by our consultants and our own staff. Any issues that are raised subsequent to the passing of first reading can be dealt with by our staff and where possible these issues can be resolved.

**OPTIONS & BENEFITS:**

Council may pass first reading of bylaw 735/09, the bylaw will then be advertised in accordance with the provisions set out in the MGA.

**RECOMMENDED ACTION:**

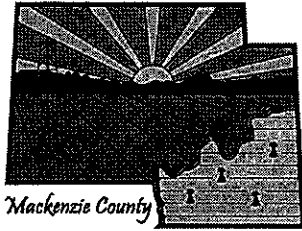
That first reading be given to Bylaw 735/09 being the Municipal Development Plan for Mackenzie County.

**Author:** Ryan Becker, Director  
Planning & Emergency Services

**Reviewed by:** Ryan Becker, Director  
Planning & Emergency Services

**CAO**





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>September 8, 2009</b>
<b>Presented By:</b>	<b>Ryan Becker, Director of Planning and Emergency Services</b>
<b>Title:</b>	<b>Zama Fire Hall / Public Works Shop</b>

### BACKGROUND / PROPOSAL:

The current Fire hall in Zama is in serious disrepair and in need of replacement. The Public Works department is also in need of a proper building to store Municipal equipment and perform maintenance.

### OPTIONS & BENEFITS:

Attached elevation and floor plan that has been designed by Bearden Engineering Consultants. The current site of the Fire hall will be sold to offset the costs of this project. Land is in the process of being transferred to the County as indicated in the attached aerial photo that shows the location of the proposed shop.

### COSTS & SOURCE OF FUNDING:

Previously Budgeted Item

### RECOMMENDED ACTION:

That Council approve the design of the Zama Fire Hall / Public Works facility as presented and that administration be authorized to proceed to tender.

**Author:** Ryan Becker, Director  
Planning & Emergency Services

**Reviewed by:** Ryan Becker, Director  
Planning & Emergency Services

**CAO**



ZAMA CITY



MACKENZIE COUNTY



PRELIMINARY  
NOT FOR CONSTRUCTION



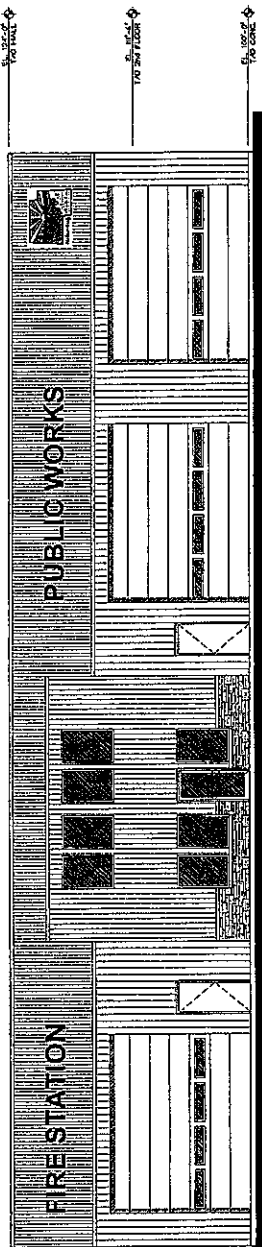
PROJECT NO.	
DATE	
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BY	
CHECKED BY	
APPROVED BY	
DATE	

PROPOSED  
PUBLIC WORKS  
SHOP  
&  
FIRE HALL

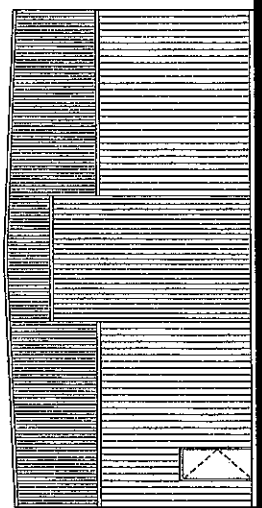
ZAMA CITY, MACKENZIE COUNTY, ALBERTA

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CHECKED BY	
APPROVED BY	
DATE	

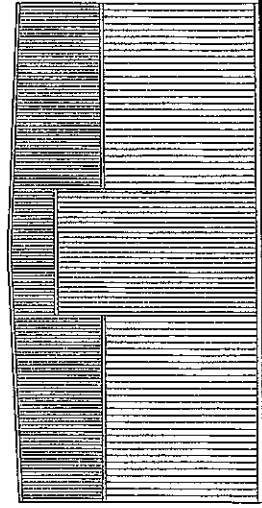
A3.1



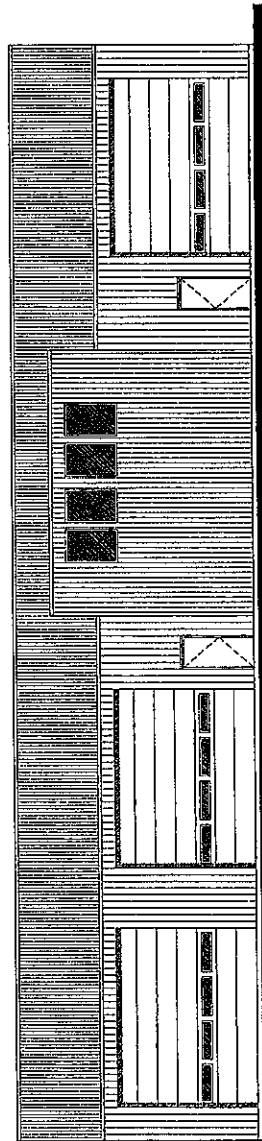
FRONT ELEVATION  
SCALE 3/8"=1'-0"



SIDE ELEVATION  
SCALE 3/8"=1'-0"



SIDE ELEVATION  
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REAR ELEVATION  
SCALE 3/8"=1'-0"

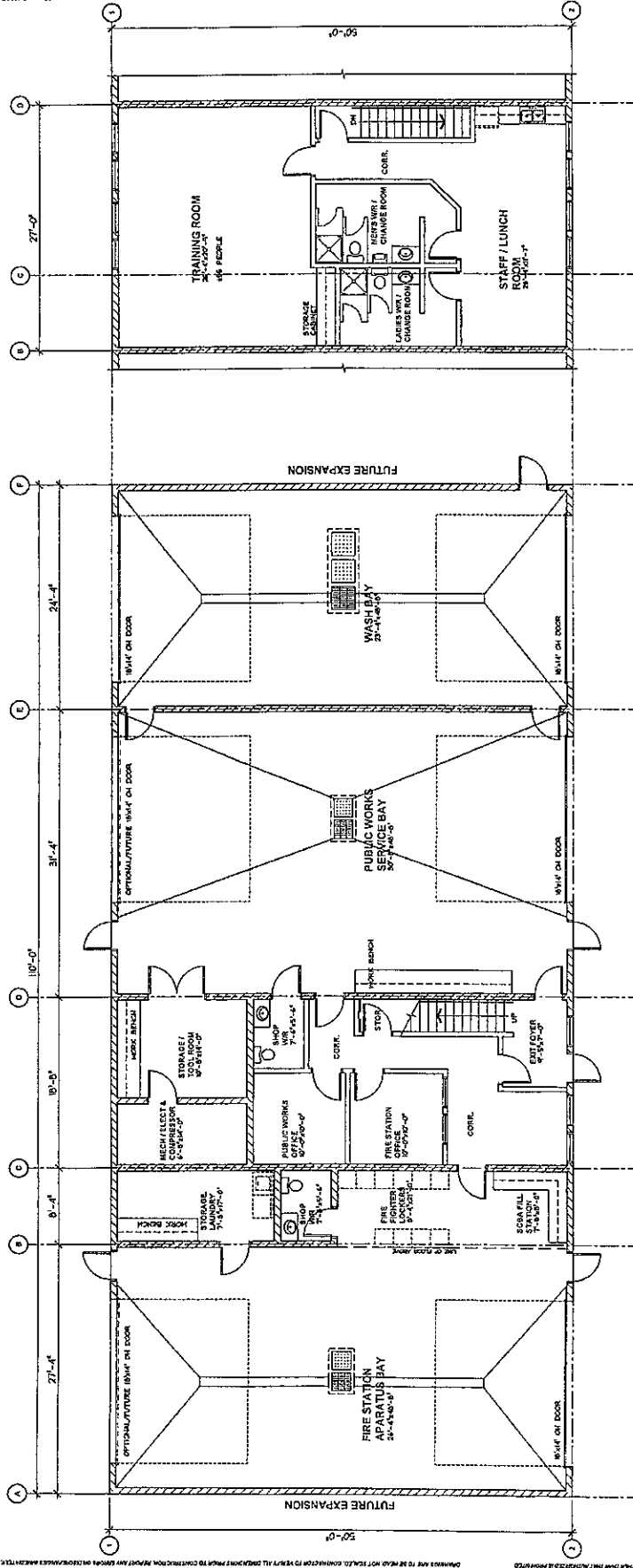
THE SHEET OF ALL RIGHTS RESERVED IS THE PROPERTY OF THE CONSULTANT AND SHALL REMAIN HIS PROPERTY. NO PART OF THIS SHEET IS TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF THE CONSULTANT.

PROJECT NO.	09-061
DATE	06/30/09
PROJECT NAME	PUBLIC WORKS SHOP & FIRE HALL
CLIENT	ZAMA CITY, MACKENZIE COUNTY, COLORADO
LOCATION	1110 W. 10TH AVENUE, DENVER, CO
SCALE	1/8" = 1'-0"
PROJECT NO.	09-061
DATE	06/30/09
PROJECT NAME	PUBLIC WORKS SHOP & FIRE HALL
CLIENT	ZAMA CITY, MACKENZIE COUNTY, COLORADO
LOCATION	1110 W. 10TH AVENUE, DENVER, CO
SCALE	1/8" = 1'-0"
PROJECT NO.	09-061
DATE	06/30/09
PROJECT NAME	PUBLIC WORKS SHOP & FIRE HALL
CLIENT	ZAMA CITY, MACKENZIE COUNTY, COLORADO
LOCATION	1110 W. 10TH AVENUE, DENVER, CO
SCALE	1/8" = 1'-0"

ZAMA CITY, MACKENZIE COUNTY, COLORADO  
1110 W. 10TH AVENUE, DENVER, CO  
ARCHITECTS & ENGINEERS, L.P.

June 30/09

A2.1



**UPPER FLOOR PLAN**  
SCALE: 3/8" = 1'-0"  
FLOOR AREA: 1383 SqFt (128.5 Sqm)

**MAIN FLOOR PLAN**  
SCALE: 3/8" = 1'-0"  
BUILDING AREA: 6500 SqFt (611.0 Sqm)

THE CARRIER OF THIS REPORT AND DRAWINGS IS THE PROPERTY OF THE ARCHITECT, ENGINEER, ARCHITECTURAL FIRM OR PROFESSIONAL CONSULTANT AND IS NOT TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF THE ARCHITECT, ENGINEER, ARCHITECTURAL FIRM OR PROFESSIONAL CONSULTANT. ANY REPRODUCTION OR TRANSMISSION OF THIS REPORT OR DRAWINGS WITHOUT THE WRITTEN PERMISSION OF THE ARCHITECT, ENGINEER, ARCHITECTURAL FIRM OR PROFESSIONAL CONSULTANT IS PROHIBITED.





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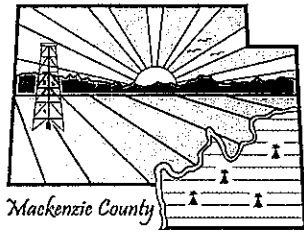
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98.5 m

106 m

92.3 m





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>September 8, 2009</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	253
• True Sport	257
• Letter from the Premier (CO <sub>2</sub> )	259
• AAMDC Zone Meeting Minutes	261
• Alberta Farm Safety Centre	267
• Energy Resources Conservation Board – CO <sub>2</sub>	271
• Northern Sunrise County – Bill 202	273
• Maintenance of Assumption Access Road	275
• Community Adjustment Fund Letter of Support from MLA Frank Oberle	277
• NADC – Northern Housing Meeting	279
•	
•	

**RECOMMENDED ACTION:**

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

Author: M. McAteer Review by: \_\_\_\_\_ CAO \_\_\_\_\_



**Mackenzie County  
Action List as of August 26, 2009**

***Council Meeting Motions Requiring Action***

<b>Motion</b>	<b>Action Required</b>	<b>Action By</b>	<b>Status</b>	<b>Budget</b>
<b>November 13, 2007 Council Meeting</b>				
07-11-1050	That administration negotiates the purchase of Public Land with Alberta Sustainable Resource Development for the future urban expansion for the Hamlet of Zama.	Ryan Lisa Bill K.	In progress	\$50,000?
<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	In progress	\$0.00
<b>February 25, 2009 Council Meeting</b>				
09-02-162	That administration brings forward a bylaw to update the Area Structure Plan for La Crete.	Ryan	Fall 2009	Operating Budget
<b>April 7, 2009 Council Meeting</b>				
09-04-254	That administration proceed to secure design build proposals for the La Crete public works shop and the Zama public works shop/fire hall and present them to Council for consideration and final cost allocation.	Bill K. Bldg Committees Directors	In progress	2009 Capital Budget
<b>April 20, 2009 Council Meeting</b>				
09-04-312	That administration and local Councillors work on a Task Force Terms of Reference for Tompkins Ferry issues.	Bill K. Dicky Bill N. John K.	Summer 2009	
<b>May 12, 2009 Council Meeting</b>				
09-05-358	That the Fort Vermilion administration building addition/renovation design be referred to the building committee for review.	FV Bldg Committee		\$1,000,000
09-05-398	That a letter be sent to the Minister of Transportation regarding the Tompkins Landing Ferry.	Bill K. & Ferry Committee		
<b>May 27, 2009 Council Meeting</b>				
09-05-448	That administration look at the County doing their own calcium application.	Bill K.	In progress	
<b>June 9, 2009 Council Meeting</b>				
09-06-504	That a joint meeting be set up with the Town of Rainbow Lake.	Bill K.	Sept. 2009	
09-06-511	That third reading of Bylaw 711/09, being a Road Closure Bylaw to close and sell a portion of	Ryan	Sept. 2009	

Motion	Action Required	Action By	Status	Budget
	government road allowance 18-2 adjacent to the west boundary of SW 26-104-18-W5M, commencing parallel with the north property line of SW 26-104-18-W5M, lying south of Blues Creek and continuing south to the north bank of an unnamed creek, be tabled for further information.			
<b>June 25, 2009 Council Meeting</b>				
09-06-537	That installation of a new sewer main trunk line as proposed by the developer's engineer (Focus) be approved for the SW 9-106-15-W5M residential subdivision and be subject to a development agreement being signed that addresses its funding and is approved by the County's engineers.	Ryan John K.	In progress	
09-06-538	That administration reviews funding options of the new sewer main trunk line for the SW 9-106-15-W5M residential subdivision.	Ryan John K. Joulia	In progress	
<b>July 7, 2009 Council Meeting</b>				
09-07-561	That the La Crete library expansion report be referred to the committee for review and be brought back to Council.	Joulia Ryan	In progress	
09-07-562	That Council establishes the rural water strategy and funding options.	Bill K. Mgmt Committee	In progress	
09-07-563	That Council instruct administration to investigate and bring a proposal forward for Councils review regarding the Zama airport.	Bill K. Dave C.	Sept. 09	
09-07-575	That administration be directed to bring back options to review the issues raised on the Fire Services Bylaw 684/08.	Ryan	Sept. 09	
09-07-576	That Bylaw 723/09 being a Bylaw that establishes school zones, signage for school zones and speed limits within Mackenzie County be tabled to the next meeting.	Ryan	Sept. 09	
<b>July 23, 2009 Council Meeting</b>				
09-07-608	That the County recommend Focus Engineering as the rural water project engineer.	Bill K.	In progress	
09-07-612	That administration be instructed to conduct a traffic assessment at the Tompkins Ferry that would record traffic counts, type of traffic, source and destination of traffic and waiting times to be funded from the Roads Reserve.	Bill K. John K. Ferry Committee	Sept. 09	Roads Reserve \$18,000.00
09-07-614	That administration be instructed to develop incentives for developers in Zama.	Bill K. Lisa Stuart		

Motion	Action Required	Action By	Status	Budget
<b>August 11, 2009 Council Meeting</b>				
09-08-630	That members of administration attend the Safe Communities Innovation Fund workshop on September 17, 2009 at the Town of High Level office and report back to Council.	Ryan Joulia		
09-08-636	That administration research and bring options with respect to the Electoral Boundaries Commission.	Bill K.		
09-08-637	That the multi-year capital plan be used as a guideline for budgeting purposes.	CAO & Directors		
09-08-639	That Mackenzie County tenders a road restoration and water management project for the AJA Friesen road and design as presented.	John K.	In Progress	
09-08-641	That the County proceed with the High Level East Drainage project design and start some of the ditching this year, with the remainder of the project to be budgeted and tendered for the next year.	Dave C.	In Progress	
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 Dave C.	In Progress	
09-08-649	That the appointed Crime Prevention Strategy committee member brings back costing and benefits options as soon as available.	Lisa Bill K.	In Progress	
09-08-653	That the Airport Planning and AVPA project budgets be combined and that the AVPA proposal be approved for proceeding as recommended.	Ryan Joulia	In Progress	
09-08-656	That the Lower Athabasca Regional Advisory Council's committee minutes be requested for information as soon as they are approved.	Carol	In Progress	
09-08-661	That administration proceed with the Forestry Community Adjustment Fund as discussed.	Bill K.	In Progress	
<b>August 26, 2009 Council Meeting</b>				
09-08-682	That the AAMDC – Jubilee Insurance Property Policy Renewal be referred to the Finance Committee for further investigation and be reported back to Council.	Joulia		
09-08-683	That administration proceeds with the stabilization and seal coat of 500 meters by Rocky Lane School at an estimated cost of \$200,000.	Bill K.		\$200,000
09-08-685	That administration prepares and submits Resource Road Program applications for the following projects: <ul style="list-style-type: none"> <li>• Highway 88 Connector</li> </ul>	Directors		

Motion	Action Required	Action By	Status	Budget
	<ul style="list-style-type: none"> <li>Zama Access</li> </ul>			
09-08-686	That administration complete engineered traffic counts this winter on the Highway 88 Connector, Zama Access, and the Blue Hills Connector.	Directors		
09-08-689	That the Fee Schedule Bylaw be tabled to the next meeting.	Ryan	Sept. 9	
09-08-700	That administration work with the Town of High Level to resolve matters with MK Strategies.	Bill K. Joulia		
09-08-702	That the County proceed with implementation of the articles of the Regional Service Sharing agreement as outlined in the agreement.	Council Admin.		
09-08-703	That the CO <sub>2</sub> Committee continue to lobby for the project.	Bill K. Greg, Lisa, Stuart		
09-08-707	That the County proceed as discussed in regards to the letter received from Mennonite Mutual Insurance.	Bill K. John K.		

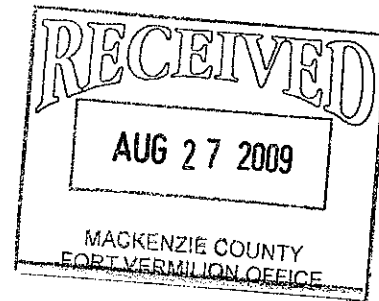




TRUE | SPORT  
SPORT | PUR

August 10, 2009

Councillor Peter F. Braun  
Mackenzie County  
4511-46 Avenue  
PO Box 640  
Fort Vermilion, AB  
T0H 1N0



Dear Councillor Braun,

It was an honour for True Sport to present during the opening plenary session of the Federation of Canadian Municipalities Conference in Whistler, B.C. In providing this opportunity, the FCM recognized sport's important role as a public asset and the difference that good sport can make in your municipality.

As you know, sport is an untapped public asset that has the potential to make a significant contribution to the development of youth, the well-being of individuals and the quality of life in our communities. But, if we want sport to live up to its true potential, we need to be intentional about ensuring that it reflects our best values and that everyone has a chance to participate. True Sport is the opportunity to exercise this intention – to transform our desire for good sport into action.

In passing a resolution to join the True Sport Movement, communities across Canada are taking the first step towards being intentional and working together to ensure that we put sport to work for our residents creating more healthy and vibrant communities.

The Mackenzie County can also benefit by your intentionality. I invite you to harness the power of True Sport by passing a resolution to join the True Sport Movement. There is

350-955 rue Green Valley Cr  
Ottawa ON K2C 3V4  
Tel/Tél: 613.521.9533  
Fax/Télé: 613.521.3134  
info@truesportpur.ca

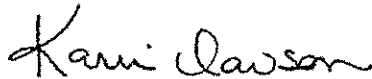
[truesportpur.ca](http://truesportpur.ca)

no financial cost to joining the Movement, the cost is your community's commitment to live True Sport – in your own way.

If there is anything that we can do to help facilitate this process or to help the Mackenzie County in its quest to live True Sport, we would be more than happy to make ourselves available. Please do not hesitate to contact our Senior Manager, Engagement, Jennifer Keith, at [jkeith@truesport.ca](mailto:jkeith@truesport.ca) or (613) 521-9533 ext. 3226.

The True Sport Report has clearly demonstrated that we can go beyond traditional approaches to sport and community, to come together, and to adopt a more horizontal and inclusive approach that will enable us to harness the power of sport to help achieve our community goals. I look forward to working with you and the Mackenzie County to realize this aspiration.

Sincerely,

A handwritten signature in black ink that reads "Karri Dawson". The signature is written in a cursive, flowing style.

Karri Dawson  
Director, Community Engagement

cc: Mayor's Office  
Clerk's Office



Premier of Alberta

Office of the Premier  
Legislature Building  
Edmonton, Alberta  
Canada T5K 2B6  
Telephone 780 427 2251  
Fax 780 427 1349

August 14, 2009

Mr. Greg Newman  
Reeve  
Mackenzie County  
PO Box 640  
Fort Vermilion AB T0H 1N0

Dear Reeve Newman:

Thank you for your recent correspondence following up on our brief discussion about enhanced oil recovery through CO<sub>2</sub> injection. I appreciated the additional information you provided on this matter.

As you are aware, carbon capture and storage is integral to the success of the Provincial Energy Strategy that I have mandated to the Honourable Mel Knight, Minister of Energy. As such, I encourage you to continue working with Minister Knight as government and industry moves forward on developing the future of oil and gas exploration and production in Alberta.

Thank you again for sharing this interesting proposal with me.

Sincerely yours,

Ed Stelmach

ES/hp

cc: Honourable Mel Knight

Frank Oberle  
M.L.A., Peace River

Pearl Calahasen  
M.L.A., Lesser Slave Lake



**MINUTES OF A REGULAR MEETING OF THE  
A.A.M.D.&C. NORTHERN DISTRICT FOUR ZONE MEETING**

**held on Friday, August 14, 2009 in the  
Dixonville Community Hall,  
M.D. of Northern Lights, Alberta**

**CALL TO ORDER:**

Zone Director Tom Burton called the meeting to order at 10:05 a.m. with approximately 92 people in attendance.

**WELCOMING ADDRESS:**

Director Burton welcomed delegates and requested a moment of silence in memory of the late Fairview Reeve Mr. Walter Doll.

It was noted that there is the following amendment on the agenda:

Mr. Morris Seiferling, Assistant Deputy Minister, Sustainable Resource Development  
Re: Update and Review of Sustainable Resource and Development agenda item will be moved to after Mr. Frank Oberle's address.

Ms. Teresa Tupper, Reeve for M.D. of Northern Lights, welcomed delegates to the community.

**ANNOUNCEMENTS:**

Director Burton acknowledged and thanked the following sponsors for today's meeting:

*M.D. of Northern Lights* for hosting lunch, door prizes and facility rental.  
*GENIVAR* for hosting the refreshments.

**M.L.A. RECOGNITION:**

Director Burton gave recognition to M.L.A.'s in attendance:

Mr. Frank Oberle, M.L.A., Peace River, in attendance for the meeting.

**A.A.M.D.C. UPDATE:**

**ZONE DIRECTOR'S REPORT:**

Director Burton provided an update on his activities as the Northern Zone Director, and the committees he had been assigned to.

- The AAMD&C has consulted with the province regarding the law enforcement framework review. Funding is the larger issue, currently rural municipalities and urban municipalities with fewer than 5000 are not required to pay for policing. Once an urban municipality crosses over the 5000 threshold, it pays for 70 percent of all policing costs. A discussion paper is expected to be brought forward and your input will be requested upon receipt of the discussion paper.
- Information provided regarding the Model Process Reference Document to Guide Municipal Consideration of Subdivision and Development Using Private Sewage Treatment Systems. It is a guide to evaluate a proposed subdivision that will rely on private sewage systems. It helps determine if private sewage systems are a suitable wastewater treatment method for the subdivision. Pilot locations were chosen. These locations were the MD of Rocky View, Lac Ste. Anne County and the County of Vermilion River. Once the pilot process is completed in September of 2010 then a revised model process will then be distributed and training sessions will be held for all members interested in using the Model Process.
- Discussed the Federal Infrastructure Stimulus Funding for Alberta Communities outside of Edmonton and Calgary that was announced on July 9<sup>th</sup>. Five hundred and fifty million

dollars of funding for 156 municipal and provincial infrastructure projects was announced. Instead of every municipality receiving funding and creating jobs in every corner of the province only those with projects chosen through Building Canada receive money.

- Advised that in June, Municipal Affairs staff held meetings around the province to orient boards, clerks, assessors and banks to the changes coming forward for the assessment complaint and appeals system in regards to Bill 23. There will now be two types of ARB's: The Local Assessment review Board (LARB) and the Composite assessment Review board (CARB).
- Informed that Bill 202 was brought forward during the spring Legislative session with a proposal to create an Office of the Municipal Auditor General. The current bill wording raises concerns that the Municipal Auditor General could have the authority to compromise elected councils' decisions.

#### **EXECUTIVE DIRECTOR'S REPORT:**

Director Burton called on Mr. Gerald Rhodes, Executive Director, to give a report:

- Advised that on June 26<sup>th</sup> the AAMD&C published a member bulletin asking for nominations for the R.W. Hay Award for rural Excellence. Members must nominate administrators by September 4<sup>th</sup>, 2009. Individuals may only win the award once and can't win if they are on the evaluation committee.
- Informed that recently our members received bills for their property insurance renewal with premiums that have increased 60 to 65 percent. Factors for this increase are that insurance claims exceeded Jubilee's self-insurance pool for the last few years to the point where the excess insurers have paid out more in claims than they received in premiums. This related to the frequent and avoidable losses in the area of heavy equipment and emergency vehicle operation, large/severe fire loss and numerous small claims exceeding the AAMD&C's deductibles. Actions were discussed that are being undertaken to show a commitment to the insurance companies and to move forward to improve the situation.
- Discussed the Member Satisfaction and Salary Surveys. Responses to the salary survey are required by August 31<sup>st</sup>. Recently the data from the 2009 member satisfaction survey has been compiled.
- June 26 Member bulletin announced the beginning of our Rural Connectivity Gap Analysis. The project hopes to capture a snapshot of the current available service levels. Stantec Consulting Ltd is the successful proponent. Representatives may approach your municipality to gather information that may have already been collected but you are encouraged to share any information regarding the availability of rural broadband in the area.

Q – Since there is a 60% increase for insurance is it still working to run an in house program?

A – We are doing a study for the level of self insurance for umbrella coverage for disaster situations. Ongoing not disaster claims are occurring. Pulling liability and property together is one way we can compensate for the other. This information will be put together by year end.

Q – Talked about buildings is it going to be on liability?

A – Yes, for both programs.

Q – Would the Gap Analysis survey be through companies not personal?

A - Contact through office survey will cover both. Main point of contact will be through Federal and Provincial not personal providers.

Q – Questioning the number of reports for obtaining information for current available service levels in regard to broadband study. Will there be any indication that they are going to do anything this time?

A – Lack of rural broadband access. Ontario assessed the needs and the province put up a funding program. Alberta Government thought they might do this. Funding program at the back door we can't say but first the survey has to be completed. Alberta can help by building spots for towers to provide coverage but cannot commit the province to the funding.

Q – Question for Gerald Soroka, Vice President AAMD&C. Tax dollars spent for competency studies AAMD&C video conferencing RCMP. Why has the resolution not been followed through?

A – We have various spots in the County and schools that have been used. The resolution was followed up.

**VICE PRESIDENT'S REPORT:**

Director Burton called on Gerald Soroka, Vice President to give a report:

- Discussed the municipal viability and community sustainability topics. The AAMD&C hosted a workshop at the Spring 2009 Convention to gain member feedback. The feedback was used to create a draft position paper. From the draft paper the following recommendations were developed: 1. Define indicators of municipal viability. 2. Test draft indicators with municipalities to ensure validity. 3. Require reporting to Municipal Affairs on viability indicators by all municipalities. 4. Require Community exploration of viability options by municipalities that fall short of baseline standards. 5. Develop an option evaluation tool.
- Information provided regarding the Government of Alberta release of the Alberta's 2008 Climate Change Strategy developed through consultation with multiple stakeholder groups. The strategy outlines that the Government must provide municipalities with capacity building support to identify emission reduction strategies for inclusion in municipal plans and bylaws. The AAMD&C has published a report called Rural Municipal Action on Climate Change.
- AAMD&C represents rural municipalities' needs on the Alberta Water Council, including participation in the Water Conservation, Efficiency and Productivity Sector Planning Team. Participants in the Alberta Water Council's WATSUP team that deals with issues surrounding Alberta's water licensing system.
- Discussed Bill 36, the Alberta Land Stewardship Act, which was passed during the spring sitting of the Legislative Assembly.

**M.L.A. RECOGNITION:**

Director Burton introduced M.L.A. Frank Oberle, MLA, Peace River. Mr. Frank Oberle welcomed everyone to the Northwest corner of Alberta and thanked everyone for attending. He provided a brief overview of the activities and plans, which included the following:

- Spoke about the Mackenzie Valley Gas Plant and Alaska gas well tie to the hub.
- Carbon for gas recovery well plans that will extend the gas well life for up to 35 years.
- Diamond mine possibility within the constituency.
- Large Oil sand deposit from this area outreaching to Manning.
- Nuclear proposal near ground zero here. Teresa Tupper has done a fantastic job with handling opposition groups.
- This constituency defines what rural means. It is the second largest constituency.
- Delivery of Schools and Health Care are represented northerly here.
- Highway 88 is a key project that requires infrastructure work.
- Working with infrastructure issue with CN.
- There has not been drought this year in this area.
- Agricultural transportation, labour struggle and livestock issues have surfaced for this area.
- Forestry issues discussed such as 1964 was the last time spruce was this low. Chip market was non-existent in 1964. Sawdust waste to pulp mill has been the alternative revenue.
- Americans came up with subsidy for mix green fuel. White liquor produces Black liquor green fuel. If this was allowed here then a 60 Million dollar subsidy would be required. DMI here and Mills across Canada along with the Federal Government stepped up to match the subsidy. Americans are talking about stopping this project by the end of the year.
- Agriculture is going to diversify here with an Ethanol and meat packing plant.

Q – Regarding the Land Use Framework Municipal Development plan how are we going to match that? How are we going to do this when it is in-camera? How do we get a voice in regards to the review?

A – Not clear what the land use plan is going to cover. Not going to be able to provide the clarity everyone is hoping for. Morris will specifically identify this plan. Review committee is going to have rural and urban representatives.

Q – Question regarding infrastructure issues with CN Rail, why can't we get provincial rail as a viable option.

A – Our government and the provincial rail were not going to be part of the infrastructure. We are going to make sure we made it clear that we do not feel CN is providing the service required.

Q – What if there were some incentives?

A – Rail is federal jurisdiction but we are talking about it with the federal government.

Q – Big dollars come from oil revenue what are the present royalty talks with the oil companies?

A – Our problems are not the royalty issues. The Oil Companies are paying less royalty with the new royalty agreement. The BC government is almost giving the oil away to attract the activity in the province. We are not going to change the royalty program; we are reviewing it and will adjust accordingly. The Oil Companies are not spending the money to recover natural gas due to the current low market price. Ft. McMurray is still busy with oil recovery but the world market is currently very low.

Q – What is your stand on Bill 202?

A – This is a private member bill. It has a chance to be presented to our caucus. Alberta has most open system and improvement could be made at the municipal level. Municipalities compete with each other and waste money and this does not serve the communities well.

Q – Why do we have another bureaucracy? Why do we all have to pay for stupid decisions made by Calgary etc?

A – The idea is not to provide rule over the municipality. Let me know who is against it and the reasons behind your disapproval in regards to the Bill.

Q – How are the funds being allocated in regards to the Soft Wood Lumber and will the municipalities be getting the same.

A – Depends on the price of the lumber. If we subsidize then Americans would increase the fee by 50%.

Q – Question in regards to allocation of the funding for Building Funds Grant?

A – Province is steward of the land so we can allocate these. Some has to go to road resource program. Northern municipalities are so big to meet funding viability with respect to providing enough to build a road etc.

#### **MINISTER / M.L.A. RECOGNITION:**

Director Burton introduced Mr. Morris Seiferling, Assistant Deputy Minister, Sustainable Resource Development to provide information on his activities:

- Priorities in the framework include legislation, development of regional plans, and completion of capital plans.
- Policy gaps identify surface impact.
- Rails major transportation for the province and we need to identify the issues.
- Managing directional use of public land.
- Study across province. 1988 initiative identified the areas.
- Develop policy for flood risk.
- Discussed the land use process 7 regional plans that will become policy. Based on watersheds and closest to municipal boundaries. First two plans by next year and all by 2011 and 2012.
- Regional plans: Regional advisory council for each region to provide advice. Also stakeholder public advice process. AAMD&C request nominations for an advisory council. Will be terms of reference that will govern the direction. What are assumptions, advice on social, economic and environmental asking council for conservation of 20% of Boreal Forest?
- Air and water assessments being conducted as well as the social, aboriginal and recreational/tourism.
- The Alberta Land Stewardship Act is not the total agreement. Required from the decision makers to respect the plans and move forward on them. Create legislation to make sustainable plan surface rights board and everyone to be in line with the plan.
- Decisions have to be made in alignment with the Regional Plan. Legislative requirements reviewed at least every 10 years. Every 5 years have to have the regional committee to advise them.
- Nuclear Power is an example that can be incorporated into the regional plan.
- Courts can not challenge what is in the Regional Plans.
- Enforcement is to align with the regional plan.



- Regional plan prevails; it overrides other Provincial Government legislations for a binding effect.
- Municipalities and all decision makers can take emergency action with a mandate.
- Non – compliance section cabinet can amend or approve. Does not handcuff cabinet. Reasonable notice and time to suggest alternatives.
- Conservation easement to protect for environmental purposes. Protect agricultural land and conservational easements.
- The land stewardship act is to align all acts with the Regional Plan.

Q – How do you get public consultation to advisory plan for the Land use Framework?

A – You have to have public consultations. Legislation no longer required for having the by-law changes in September.

Q – Freeze on crown lands paralyzed municipalities. They are not allowed to develop on crown land. Will municipalities be allowed when the framework is completed?

A – Don't know about this and not linked to the framework plan. The information will be sent back to Tom in regards to this question.

Director Burton adjourned the meeting for lunch at 12:02 p.m., re-calling it to order at 1:00 p.m.

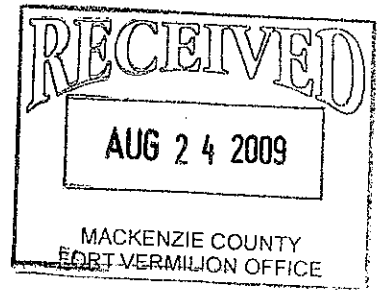
#### ALBERTA TRANSPORTATION UPDATE:

Director Burton introduced staff from Alberta Transportation: Mr. Wayne Franklin, Regional Director, Peace River; Mr. Donald Sanders, Bridge Manager, Peace Region; and Mr. Bill Gish, Operations Manager for Peace River.

Mr. Franklin's report covered:

- An update on the Grants Program. RRP funding now has a maximum provincial grant amount of three million dollars with eligibility of one project per municipality every 2 years, regardless of the project size. The following grant programs are being funded at the same level as 2008 funding rural transportation grant, local road bridge program, community airport program, resource road program, and Alberta Municipal Water/Wastewater Partnership. The ICSP is a required condition for municipalities to receive funding under this program. The Alberta Transportation requires a letter stating it is complete.
- Planning studies for the East-West Connector to Fort McMurray – open house planned for October with study completion by December 31, 2009. Valleyview to South of Nampa – Twinning study with interchange location anticipated to be awarded by August 2009. Highway 43 – Bezanson to South of Fox Creek – Freeway study to identify interchange locations and service road requirements – anticipate awarding by November 2009. Highway 43 – East of Beaverlodge to Bezanson – Freeway study identifying interchanges and service road connections is underway. Completion is for Spring 2010. Valleyview Access Management Study – Study is being finalized with the recommendations. Grimshaw Access Management Study – Study is being finalized with the recommendations. Bad Heart River Bridge Replacement – Study is underway with completion for March 2010. Highway 43 X:03 – Grading, base, full paving I16 Street, Highway 2 & 43 north of Grande Prairie, completion for fall of 2010. Highway 43 – Roughness between Bezanson and Grande Prairie – a repair program based on a consultant report. Highway 43:08; 10 – Second stage paving – south of Asplund Creek to south of TR 662 nearing completion. Highway 58:04; 06 – Two sections widening and paving to be completed in 2009 and 2010. Garden River Road – First of 3 tenders advertised August 10, 2009 with final completion of all 3 projects in 2011. Highway 727 re-alignment – Construction has now started. Scheduled for completion fall of 2010. Highway 43 twinning west of Valleyview – Still awaiting transfer of land from Federal government. Paving Highway 88 is still a priority for our department however there are no projects on the currently posted 3 year program.
- Chinchaga Bridge – Highway 58 widening – construction proceeding. Opening this fall.
- Dunvegan Bridge – plan to have open to 2 way traffic this fall.
- Highway 58 – West Sousa Creek Bridge – replacement in process of being awarded. Scheduled for completion fall of 2010. Watino Bridge – open to traffic this fall. Removal of old bridge to continue into 2010.
- New contractor in big Lakes and Lesser Slave Lake municipalities. Carillion has a 6 year contract, starts August 1, 2009. New contract awarded to LaPrairie Group May 16, 2009 to July 31, 2015. This contract includes Fox Creek, Valleyview, Falher, Peace River,





245 East 400 South – Box 291 - Raymond – Alberta – T0K 2S0 – Tel: 403 752-4585 – Fax: 403 752-3643  
Email: [safetyctr@abfarmsafety.com](mailto:safetyctr@abfarmsafety.com) Website: [abfarmsafety.com](http://abfarmsafety.com)

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August 17, 2009

Mackenzie County  
Box 640  
Fort Vermilion, Alberta T0H 1N0

William Kostiw, Chief Administrative Officer

The future of Alberta will soon rest with the youth of today. The average family farm provides children and youth with many opportunities to learn and work. “Learn To Do By Doing” is a common practice on many farms.

Often youth, especially younger children are not fully aware of the many potential hazards on their farms. Increasing their awareness is extremely important. The Alberta Farm Safety Centre, in an effort to reduce farm-related injuries and fatalities involving children began a hands-on, interactive school-based farm safety program in 1998. This program is unique in both curriculum and reach and is offered free of charge to all rural elementary schools in Alberta. In the 2008-2009 school-year our peace region instructor taught farm safety lessons to 227 children at 1 school in Mackenzie County.

Corporations like UFA, ConocoPhillips, Monsanto and Pioneer Hi-Bred are program sponsors, as are Alberta Agriculture and Rural Development. Various local agricultural societies and rural municipalities also financially support this program. We are currently seeking additional agricultural sector support for this “made in Alberta” farm safety initiative.

We feel local Agricultural Service Boards would be very valuable partners in our efforts to assist rural children and their families to live and work safely. ASB financial support for this established, successful program would be an excellent way to leverage their existing farm safety efforts.

We will be making a detailed presentation at either the regional or provincial ASB meetings in the coming months. In preparation for that, find enclosed a brief history of our organization and program. Also find enclosed a totals sheet listing the number of schools and students visited in each rural municipality in the 2008-2009 school-year.

Sincerely,

Laura Nelson  
Executive Director  
Alberta Farm Safety Centre



245 East 400 South – Box 291 - Raymond – Alberta – T0K 2S0 – Tel: 403 752-4585 – Fax: 403 752-3643

Email: [safetyctr@abfarmsafety.com](mailto:safetyctr@abfarmsafety.com)

Website: [abfarmsafety.com](http://abfarmsafety.com)

### Historical Overview

The Alberta Farm Safety Centre, a non-profit organization promotes safe agricultural practices through the development and delivery of educational materials and classroom presentations throughout Alberta. Assisting rural children, their families and their communities to live and work safely is our mandate and mission. Agriculture is a major industry in Alberta and farm families are its renewable resource.

In 1997 a cross section of agricultural stakeholders in Alberta met to discuss and determine which groups would benefit most, and so should be targeted with farm safety educational efforts. It was determined that the number one target group should be children. It was thought that farm families could be reached through their children. Also, as these same rural children would be the next generation of farmers and influencing their safety attitudes while they were young would impact their individual safety decisions as adults, it seemed a very worthwhile investment in the future of Alberta.

With these thoughts in mind the school based “Safety Smarts” program was begun. The 2008-2009 school-year was “Safety Smarts” 11<sup>th</sup> year. The number of rural children receiving this farm safety training in their individual school classrooms each year continues to grow.

- 1998-1999 school year            2230 rural children received “Safety Smarts”
- 1999-2000                            4228
- 2000-2001                            4374
- 2001-2002                            4564
- 2002-2003                            5695
- 2003-2004                            5835
- 2004-2005                            6219
- 2005-2006                            16,778 (program expanded, southern half of Alberta)
- 2006-2007                            25,419
- 2007-2008                            30,434
- 2008-2009                            47,611(program expanded, entire province)

As Robert Campbell, director of Population Health for the Chinook Health Region has stated: “There has been a decrease in the total number of reported farm-related injuries in the CHR..... We believe this is due, in part to the role the Alberta Farm Safety Centre has played in farm injury prevention sessions held throughout the region.”

Classroom testing has been done to measure student knowledge before and after our safety presentations with post tests showing an average 11% improvement. Student knowledge increased and many of the children reported going home and discussing the lessons with their families, hopefully sparking an assessment of safety procedures on their individual family farms. From September 2008 through June 2009 our instructors traveled 136,691 kilometers bringing "Safety Smarts" to 47,611 rural students in 2355 individual classrooms.

318 rural public schools and 151 rural Hutterite colony schools participated in this farm safety training. In this expansion year, we were able to teach children in 58 rural municipalities throughout the province.

Our program has no cost to participating schools, meets an on-going need and is linked when possible to the regular school curriculum. Each of the 2355 + classroom teachers whose students received the program in 2008-2009 were invited to evaluate both program content and delivery. More than 1800 of these teachers participated by completing an evaluation and over 97% of their comments and suggestions were clearly positive and supportive.

Our experience has shown that many of the assumptions made in 1997 were correct; children are very open and receptive to safety messages, influencing their safety attitudes does have an impact on their individual safety decisions and the children we teach do take the farm safety messages we present home to their families.

We are extremely excited that UFA became lead corporate sponsor of this program in 2008. Also in 2008, a number of excellent new instructors joined our team, enabling successful expansion of the program throughout the province.

Our goal for the 2009-2010 school-year is to reach 60,000 children in 550 rural schools.

The "UFA Safety Smarts" program is unique. No other province or territory has an on-going educational effort specifically reaching and teaching rural children and Alberta has no other comparable program.

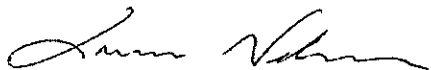
This farm safety program is able to reach children in the hundreds of rural schools through the dedicated efforts of our 7 regional instructors. These committed second and third generation farmers traveled over 136,000 kilometers in the last school year bringing wonderful farm safety lessons to rural children, those most at risk of becoming farm injury/fatality statistics.

Having the ability to consistently reach and teach rural children, as their maturity increases, is key to influencing their long-term attitudes about farm safety being a personal choice and responsibility, not an act of fate.

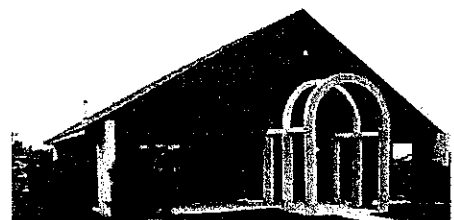
We feel Agricultural Service Boards throughout the province would be valuable partners in our efforts to assist rural children and their families to live and work safely.

If you would like more information about becoming involved in this unique opportunity, please contact the centre at 403 752-4585 or email: [safetyctr@abfarmsafety.com](mailto:safetyctr@abfarmsafety.com)

Sincerely,



Laura Nelson  
Executive Director  
Alberta Farm Safety Centre



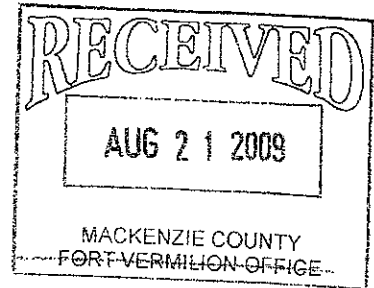


**2008 - 2009 Safety Smarts Program Rural Municipality Totals**

<u>County</u>	<u>Number of Schools</u>	<u>Number of Students</u>	<u>County</u>	<u>Number of Schools</u>	<u>Number of Students</u>
Municipal District of Acadia No. 34			Northern Sunrise County	1	15
County of Athabasca No.12	4	624	Municipal District of Opportunity No. 17		
County of Barrhead No. 11	3	468	County of Paintearth No. 18	7	406
Beaver County	7	771	Parkland County	5	513
Municipal District of Big Lakes	1	155	Municipal District of Peace No. 135		
Municipal District of Bighorn No. 8			Municipal District of Pincher Creek No. 9	5	527
Birch Hills County			Ponoka County	8	690
Municipal District of Bonnyville No. 87	8	935	Municipal District of Provost No. 52	5	492
Brazeau County	5	1134	Red Deer County	7	1429
Camrose County	8	483	Rocky View County	19	2982
Cardston County	19	1343	Saddle Hills County		
Clear Hills County	1	22	Smoky Lake County	3	235
Clearwater County	5	886	Municipal District of Smoky River No. 130	2	98
Cypress County	5	210	Special Area's Board	13	723
Municipal District of Fairview N. 136	1	118	Municipal District of Spirit River No. 133		
Flagstaff County	8	575	County of St. Paul No. 19	7	1364
Municipal District of Foothills No. 31	15	2870	Starland County	10	889
County of Forty Mile No. 8	11	400	County of Stettler No. 6	12	918
County of Grande Prairie No. 1			Strathcona County	2	373
Municipal District of Greenview No. 16	4	605	Sturgeon County	3	478
Improvement District #4	1	13	Municipal District of Taber	19	1582
Kneehill County	8	517	County of Thorhild No. 7	2	140
Lac La Biche County	8	1144	County of Two Hills No. 21	6	504
Lac Ste. Anne County	5	845	County of Vermilion River	13	1247
Lacombe County	8	624	Vulcan County	14	717
Lamont County	3	402	Municipal District of Wainwright No. 61	7	1029
Leduc County	4	460	County of Warner No. 5	22	1017
County of Lethbridge	13	1705	Westlock County	5	421
Municipal District of Lesser Slave River No. 124			County of Wetaskiwin No. 10	7	654
Mackenzie County	1	227	Wheatland County	21	2313
County of Minburn No. 27	7	748	Municipal District of Willow Creek No. 26	13	794
Mountain View County	12	1333	Woodlands County	5	794
County of Newell No. 4	18	2630	Yellowhead County	10	1630
Municipal District of Northern Lights No. 22	2	194			

August 18, 2009

Bill Kostiw  
PO Box 640  
Fort Vermilion AB T0H 1N0



**Mackenzie County / Alberta Energy Resources Conservation Board Follow up**

As per my letter dated May 27 2009, I promised you more information regarding Enhanced Oil Recovery by CO<sub>2</sub>. I have since done some research and this is what I have learned;

- Injecting CO<sub>2</sub> into depleting oil reserves, known as Enhanced Oil Recovery (EOR), provides the pressure needed to enhance the flow of oil, making it easier to pump to surface.
- Injecting CO<sub>2</sub> into depleted oil and gas reserves or saline formations (layers of porous rock) is known as carbon sequestration. It is believed that the depleted oil and gas reserves are a favorable area to sequester the CO<sub>2</sub> as they once held hydrocarbons. The operation is monitored to ensure there is no leakage or impact on either public safety or environment.
- The ERCB has regulations for these operations to protect the subsurface environment. Some of the regulations include continuous monitoring of wellbore pressure and protection of ground water to ensure the injected CO<sub>2</sub> remains in the ground.
- CO<sub>2</sub> has been injected into the ground for over 20 years.
- In 2008, approximately 1 million tonnes of CO<sub>2</sub> was injected underground safely.

If there is any other way I can be of assistance to you or your community, please feel free to contact me anytime.

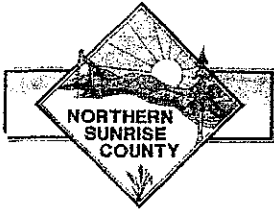
Sincerely,

*Leanne Chartrand*

Leanne Chartrand  
Advisor  
Community and Aboriginal Relations  
Public Safety/Field Surveillance  
780-538-6126







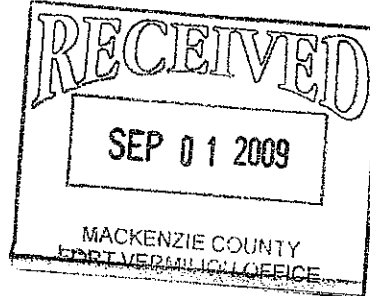
*Info in agenda*  
**Northern Sunrise County**

www.northernsunrise.net

Bag 1300  
Peace River, AB  
T8S 1Y9  
Phone: 780-624-0013  
Fax: 780-624-0023

August 19, 2009

Frank Oberle  
MLA Peace River  
P.O. Box 6299  
9907 101 Avenue  
Peace River, AB T8S 1S2



**Re: Resending of Bill 202 Comments**

Dear Mr. Oberle,

We would like to follow up with you regarding your comments at the AAMDC Zone 4 meeting on August 14, about having not received any municipal feedback regarding Bill 202.

Attached you will find our original letter sent to you on July 20, 2009. This letter outlines Northern Sunrise County's concerns with Bill 202.

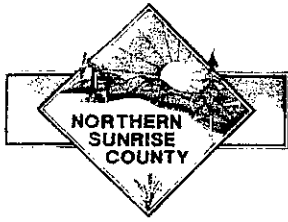
I trust you will find this letter in order.

Yours Truly,

Agnes Knudsen, Reeve  
Northern Sunrise County

Cc: AAMDC  
AAMDC Zone 4 Members

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# Northern Sunrise County

Bag 1300  
Peace River, AB  
T8S 1Y9  
Phone: 780-624-0013  
Fax: 780-624-0023

July 20, 2009

Standing Committee on Community Services  
C/O Erin Norton, Committee Clerk, 801 Legislature Annex  
9718-107 Street, Edmonton, Alberta, T5K 1E4

**Re: Municipal Government (Municipal Auditor General) Amendment Act, 2009:**

Dear Standing Committee,

Northern Sunrise County is strongly opposed to the creation of a Municipal Auditor General (MAG). Existing audit processes, defined in the *Municipal Government Act*, achieve the purpose that the Municipal Auditor is proposed to do and the powers available to the Minister of Municipal Affairs make the creation of a MAG unnecessary, redundant and patronizing to the ability local authorities to govern themselves.

Created under the guise of accountability, Northern Sunrise County finds the proposed Municipal Auditor General to be a thinly veiled duplication of services that already exist. Municipalities are currently required to have annual audits that are submitted to Municipal Affairs. These audits are held to the highest level of accounting standards recommended by the Canadian Institute of Chartered Accountants, and come at a cost borne fully by the local authority and its residents. We feel that instead of being effective and efficient and giving Albertans the best value for their money, a Municipal Auditor General will result in superfluous duplication of activities that already take place within local governments.

Municipalities are the closest level of government to their electorate. Elections are held at regular intervals—every three years—ensuring that elected officials are held accountable to their residents. Bill 202 was proposed suggesting "These measures would help to ensure that a municipality's operations and services are executed in a way that makes the best possible use of public funds." This implies that local officials are not open and transparent to their residents and also that elected Councils are unable or incompetent to make the best decisions on the use of the public funds they collect. This is offensive to all locally elected officials. Northern Sunrise County takes great offense to this. We also fail to see how providing a duplicate service for an existing program, paid for out of public funds, is the best use of taxpayers' dollars.

Northern Sunrise County looks forward to the Standing Committee on Community Services recommending defeat of Bill 202, and would be willing to send a representative to submit an oral presentation at a public hearing.

Sincerely,

Agnes Knudsen, Reeve  
Northern Sunrise County

Cc: Hon. Ray Danyluk, Minister of Municipal Affairs  
AAMD&C  
MLA Frank Oberle  
MLA Pearl Calahasen

*A vibrant and dynamic County, reflecting strong values and progressive attitudes, while balancing nature and economic growth in a global environment.*

*Info in Council*

Room 301, Provincial Building  
Bag 900-29, 9621-96 Avenue  
Peace River, Alberta, Canada T8S 1T4  
Telephone 780-624-6280 Fax 780-624-2440

August 19, 2009

Our File: 2140-MACK

Mr. Bill Kostiw, CAO  
Mackenzie County  
Box 640  
~~Fort Vermilion, Alberta~~  
T0H 1N0

Dear Mr. Kostiw:

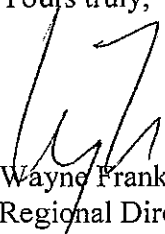
**RE: Maintenance of the Assumption Access Road**

Thank you for your letter of July 29, 2009 regarding financial assistance for the Assumption Road access.

As you are aware, the department provides several grant programs (AMIP, RTG) that can be used toward improving or upgrading your municipality's local roads. However, these grant programs are not for maintenance activities aside from regravelling.

You have indicated that this road is almost exclusively used by the Dene Thá First Nation, to access their reserve. This being the situation, Indian and Northern Affairs Canada (INAC) should be contacted by the municipality for road maintenance assistance since First Nation issues are a Federal responsibility.

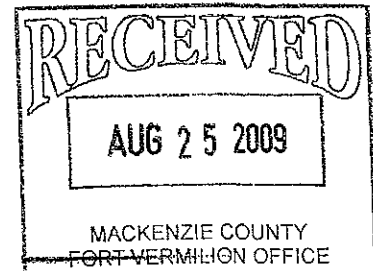
Yours truly,

  
Wayne Franklin, P.Eng  
Regional Director

DJ:mlb

cc: David Kelly, Infrastructure Manager, Alberta Transportation

*Mackenzie County  
we will try  
this*







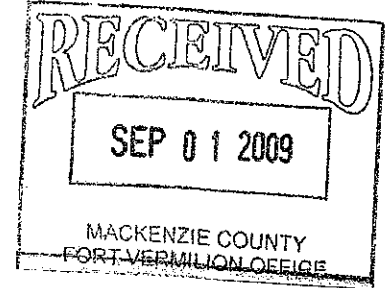
*Info in agenda*

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10800 – 97 Avenue  
Edmonton, Alberta T5K 2B6  
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LEGISLATIVE ASSEMBLY  
ALBERTA

Constituency Office  
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Peace River, Alberta T8S 1S2  
Phone (780) 624 - 5400  
Fax (780) 624 - 5464  
peace.river@assembly.ab.ca

**Frank Oberle, MLA**  
Peace River Constituency  
Chief Government Whip



Wednesday August 26, 2009

Mr. Daniel Watson  
Associate Deputy Minister  
Western Economic Diversification Canada  
1500 Canada Place  
9700 Jasper Avenue Northwest  
Edmonton, AB, T5J 4H7

Dear Mr. Watson,

I am writing this letter to request your support for an application for funding under the Community Adjustment Fund (CAF) program.

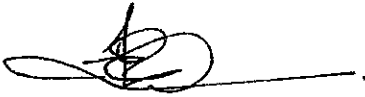
As you know, Mr. Bill Kostiw, Chief Administrative Office for Mackenzie County, has submitted an application form to your program requesting funding. The proposed project involves a large amount of cut timber left stranded following the closure of an oriented strand board mill in High Level. The closure not only stranded timber – it deeply affected many logging contractors and mill employees, and it continues to have effects across the region.

The funding provided by your program, which is a part of Canada's Economic Action Plan, would significantly reduce the negative effects. It would provide employment to contractors, it would prevent the wastage of usable wood fibre, and it would allow for the proper environmental remediation work to be completed.

The stated primary goal of the CAF is immediate job creation, and this application will certainly fulfill this requirement. The project will generate 497 man months of work for the local community, of which an estimated 42 man months will be generated for First Nations or Métis Settlement members. This would be a tremendous boost to the residents of the north, and I am pleased to offer my unqualified support.

I wish to thank you in advance for your support, and to invite you to contact me if I can in any way assist you in making your decision.

Sincerely,

A handwritten signature in black ink, appearing to be 'F. Oberle', with a long horizontal line extending to the right.

Frank Oberle, MLA  
Peace River  
Chief Government Whip

cc. Honourable Chris Warkentin, MP  
Peace River Constituency

Mr. Greg Newman, Reeve  
Mackenzie County

*Council Info*

**Carol Gabriel**

**From:** Cynthia Arku [cynthia.arku@gov.ab.ca]  
**Sent:** Monday, August 31, 2009 5:21 PM  
**To:** Bill Kostiw  
**Subject:** Reminder of Sept 17th housing meeting in Westlock: Moving forward on our housing issues

Hello Bill,

By courtesy of Northern Alberta Development Council (NADC) and Town of Westlock, our September meeting of northern housing organizations and individuals interested in advancing housing will be held on **September 17<sup>th</sup>** from **9:00am – 3:30pm** at the **Westlock Royal Canadian Legion**. It is located at **10004 - 106 Street in the Town of Westlock**, directly across from the Town Office. This meeting will be enriched by presentations and discussions led by special guests such as:

- ? **Trilogy Housing Solutions**, a growing trio organization with a financing component, specializing in developing social and affordable housing in remote communities.
- ? **Classic Construction Ltd.**, a Medicine Hat based developer and financier of affordable homes which for several years has been described as one of Alberta's fastest growing companies.
- ? **Alberta Municipal Affairs, Sustainable Resource Development, and Housing and Urban Affairs** who are collaborating to provide insights on land acquisition for affordable housing.

With such guests, we are sure to come away with more workable housing solutions to expand northern housing and would have the opportunity to network as well. Also, we will further discuss and move on regional actions to promote housing.

Lunch and refreshments will be provided at no cost. Please forward invitation to interested parties.

We look forward to another productive and enjoyable meeting.

To confirm your or a rep's attendance, please contact me via phone: (780) 623-6983 or e-mail: [cynthia.arku@gov.ab.ca](mailto:cynthia.arku@gov.ab.ca)

**Cynthia Arku**  
Senior Northern Development Officer  
Northern Alberta Development Council  
15 Nipewon Road, P.O. Box 1650,  
Lac La Biche, Alberta.  
Phone: (780) 623-6983 Fax: (780) 623-6984  
E-mail: [cynthia.arku@gov.ab.ca](mailto:cynthia.arku@gov.ab.ca)

*Note*  
*We should advise them if anyone can attend.*

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