

**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING**

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

**Council Chambers  
Fort Vermilion, Alberta**

**AGENDA**

			Page
<b>CALL TO ORDER:</b>	1.	a) Call to Order	
<b>AGENDA:</b>	2.	a) Adoption of Agenda	
<b>ADOPTION OF PREVIOUS MINUTES:</b>	3.	a) Minutes of the November 25, 2009 Regular Council Meeting	9
<b>BUSINESS ARISING OUT OF THE MINUTES:</b>	4.	a) b)	
<b>DELEGATIONS:</b>	5.	a) Blair Birch, Associated Engineering – 1:15 pm b) c)	
<b>GENERAL REPORTS:</b>	6.	a) Parks & Recreation Committee Meeting Minutes – October 7, 2009	23
		b) Municipal Planning Commission Meeting Minutes – November 12, 2009	29
<b>PUBLIC HEARINGS:</b>	7.	a) None	
<b>TENDERS:</b>	8.	a) 100 <sup>th</sup> Avenue Reconstruction (La Crete) 1:01 p.m.	

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

- 9. a) Council Committee Reports
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**CORPORATE  
SERVICES:**

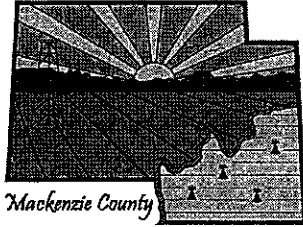
- 10. a) Bylaw 751/09 Tax Payment Bylaw 53
- b) Bylaw 752/09 to Amend Bylaw 696/09 Local Improvement Charge 59
- c) TCA Accounting Policy FIN026 65
- d) Finance and Investment Report – November 30, 2009 75
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- f) Tax Write-Off – Tax Rolls 179207 and 179208 91
- g) Tax Write-Off – Tax Roll 077121 93
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- p)
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SERVICES:**

- 11. a) Recreational Area Policy ADM040 119
- b) Parks & Recreation Committee – Terms of Reference 127

- c) Rural Water
  - d)
  - e)
- PLANNING, EMERGENCY, AND ENFORCEMENT SERVICES:**
- 12. a) Bylaw 748/09 Being a Land Use Bylaw Amendment for the Cancellation of Plan 2938RS, Block 3, Lot 3 and Plan 2938RS, Block 3, Lot 4 for the Purpose of Consolidation (Fort Vermilion) 131
  - b) Bylaw 750/09 to Amend Bylaw 732/09 Cancellation of Subdivision Plan 972 2460, Lot 1 (Part of SE 22-106-15-W5M) (La Crete Rural) 139
  - c)
  - d)
- INFORMATION / CORRESPONDENCE:**
- 13. a) Information/Correspondence Items 143
- IN CAMERA SESSION:**
- 14. a) Personnel
  - b) Special Projects
  - c) Legal
  - d) Inter-municipal Relations
  - e) CO<sub>2</sub> EOR Negotiations
  - f) Airstrip Use Agreement (Apache)
  - g)
  - h)
- NEXT MEETING DATE:**
- 15. a) Regular Council Meeting  
Tuesday, January 12, 2010  
10:00 a.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>December 8, 2009</b>
<b>Presented By:</b>	<b>William Kostiw, Chief Administrative Officer</b>
<b>Title:</b>	<b>Minutes of the November 25, 2009 Regular Council Meeting</b>

**BACKGROUND / PROPOSAL:**


Minutes of the November 25, 2009 Regular Council meeting are attached.

**OPTIONS & BENEFITS:**

**COSTS & SOURCE OF FUNDING:**

**RECOMMENDED ACTION:**

That the minutes of the November 25, 2009 Regular Council meeting be adopted as presented.

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



**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING**

**Wednesday, November 25, 2009  
4:00 p.m.**

**Council Chambers  
Fort Vermilion, Alberta**

**PRESENT:** Dicky Driedger Councillor  
John W. Driedger Councillor  
Peter F. Braun Councillor  
Ed Froese Councillor (arrived at 4:06 p.m.)  
Ray Toews Councillor (Chair)  
Lisa Wardley Councillor  
Bill Neufeld Councillor

**ABSENT:** Greg Newman Reeve  
Walter Sarapuk Deputy Reeve  
Stuart Watson Councillor

**ADMINISTRATION:** William (Bill) Kostiw Chief Administrative Officer  
Joulia Whittleton Director of Corporate Services  
Dave Crichton Director of Operations (North)  
John Klassen Director of Operations (South)  
Carol Gabriel Executive Assistant  
Marion Krahn Development Officer  
Liane Lambert Development Officer

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

Minutes of the Regular Council meeting for Mackenzie County held on November 25, 2009 at the Council Chambers in Fort Vermilion, Alberta.

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

Mr. Kostiw called for nominations for the chair of the meeting:

Councillor Toews nominated Councillor Wardley.  
Councillor Neufeld nominated Councillor Toews.  
Councillor J. Driedger nominated Councillor Braun. Declined

**MOTION 09-11-1023 MOVED** by Councillor Braun

That nominations cease for the position of chair.

**CARRIED**

Councillor Toews was elected chair by secret ballot.

Councillor Toews called the meeting to order at 4:05 p.m.

**AGENDA:**

**2. a) Adoption of Agenda**

Councillor Froese joined the meeting at 4:06 p.m.

**MOTION 09-11-1024**

**MOVED** by Councillor J. Driedger

That the agenda be adopted with the following additions:

- 14. g) Delegation – Loggers
- 14. h) Zama Road

**CARRIED**

**ADOPTION OF  
PREVIOUS MINUTES:**

**3. a) Minutes of the November 10, 2009 Regular Council Meeting**

**MOTION 09-11-1025**

**MOVED** by Councillor Wardley

That the minutes of the November 10, 2009 Regular Council meeting be adopted as presented.

**CARRIED**

**BUSINESS ARISING  
OUT OF THE MINUTES:**

**4. a) None**

**GENERAL REPORTS:**

**6. a) Municipal Planning Commission Meeting Minutes  
October 8, 2009 and October 22, 2009**

**MOTION 09-11-1026**

**MOVED** by Councillor Froese

That the Municipal Planning Commission meeting minutes of October 8, 2009 and October 22, 2009 be received for information.

**CARRIED**

**TENDERS:**

**8. a) None**

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

**9. a) None**

**CORPORATE**

**10. a) Bylaw 747/09 Establish the Position of Designated**



**SERVICES:**

**Officer**

**MOTION 09-11-1027**

**MOVED** by Councillor D. Driedger

That third reading be given to Bylaw 747/09 being a bylaw to establish the position of designated officer for the Director of Operations (South).

**CARRIED UNANIMOUSLY**

**10. b) December Council Meetings**

**MOTION 09-11-1028**

**MOVED** by Councillor Braun

That the December Council meetings be received for information.

**CARRIED**

**10. c) Economic Contingency Plan**

**MOTION 09-11-1029**

**MOVED** by Councillor Wardley

That the economic contingency plan be tabled to the in-camera discussion.

**CARRIED**

**OPERATIONAL  
SERVICES:**

**11. a) Projects Update**

**MOTION 09-11-1030**

**MOVED** by Councillor D. Driedger

That the projects update be received for information.

**CARRIED**

**11. b) Rural Water Update**

**MOTION 09-11-1031**

**MOVED** by Councillor Neufeld

That rural water be tabled to the December 8, 2009 Council meeting.

**CARRIED**

**11. c) Fort Vermilion Recreation Board – Sale Of Old  
Zamboni/Tractor Request**

**MOTION 09-11-1032**

**MOVED** by Councillor Toews

That the Fort Vermilion Recreation Board be authorized to sell their old zamboni/tractor.

**CARRIED**

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

**12. a) Bylaw 744/09 Land Use Bylaw Amendment to Rezone Plan 872 1101, Lot C from Hamlet Commercial District 1 "HC1" to Hamlet Commercial District 2 "HC2" (La Crete)**

**MOTION 09-11-1033**

**MOVED** by Councillor Braun

That first reading be given to Bylaw 744/09 being a Land Use Bylaw amendment to rezone Plan 872 1101, Lot C from Hamlet Commercial District 1 "HC1" to Hamlet Commercial District 2 "HC2".

**CARRIED**

**12. b) Policy DEV001 Urban Development Standards Amendment/Variance Request**

**MOTION 09-11-1034**

**MOVED** by Councillor Wardley

That the Urban Development Standards Policy No. DEV001 variance request, to waive the street light and pavement requirement for Part of SE 10-106-15-W5M, be refused.

**CARRIED UNANIMOUSLY**

**PUBLIC HEARINGS:**

**7. a) Bylaw 738/09 Land Use Bylaw Amendment to Rezone Range 4, River Lot 12 from Highway Development District "HD" to Rural Country Residential District 1 "RC1" (Fort Vermilion Settlement)**

Councillor Toews called the public hearing for Bylaw 738/09 to order at 4:34 p.m.

Councillor Toews asked if the public hearing for proposed Bylaw 738/09 was properly advertised. Liane Lambert, Development Officer, answered that the bylaw was advertised in accordance with the Municipal Government Act.

Councillor Toews asked the Development Authority to outline the proposed land use bylaw amendment. Liane Lambert, Development Officer, presented the Development Authority's

submission and indicated that first reading was given on October 13, 2009.

Councillor Toews asked if Council has any questions of the proposed land use bylaw amendment. There were no questions.

Councillor Toews asked if any submissions were received in regards to proposed Bylaw 738/09. No submissions were received.

Councillor Toews asked if there was anyone present who would like to speak in regards to the proposed Bylaw 738/09. There was no one present to speak in regards to the proposed bylaw.

Councillor Toews closed the public hearing for Bylaw 738/09 at 4:36 p.m.

**MOTION 09-11-1035**

**MOVED** by Councillor Neufeld

That second reading be given to Bylaw 738/09 being the rezoning of FORTVER, Range 4, River Lot 12 from Highway Development District "HD" to Rural Country Residential District 1"RC1" to accommodate the development of a residential lot.

**CARRIED UNANIMOUSLY**

**MOTION 09-11-1036**

**MOVED** by Councillor Wardley

That third reading be given to Bylaw 738/09 being the rezoning of FORTVER, Range 4, River Lot 12 from Highway Development District "HD" to Rural Country Residential District 1"RC1" to accommodate the development of a residential lot.

**CARRIED UNANIMOUSLY**

**7. b) Bylaw 740/09 Land Use Bylaw Amendment for the Cancellation of Subdivision Plan 082 9175 (La Crete)**

Councillor Toews called the public hearing for Bylaw 740/09 to order at 4:37 p.m.

Councillor Toews asked if the public hearing for proposed Bylaw 740/09 was properly advertised. Marion Krahn, Development Officer, answered that the bylaw was advertised in accordance with the Municipal Government Act.

Councillor Toews asked the Development Authority to outline the proposed land use bylaw amendment. Marion Krahn,

Development Officer, presented the Development Authority's submission and indicated that first reading was given on October 13, 2009.

Councillor Toews asked if Council has any questions of the proposed land use bylaw amendment. There were no questions.

Councillor Toews asked if any submissions were received in regards to proposed Bylaw 740/09. No submissions were received.

Councillor Toews asked if there was anyone present who would like to speak in regards to the proposed Bylaw 740/09. There was no one present to speak in regards to the proposed bylaw.

Councillor Toews closed the public hearing for Bylaw 740/09 at 4:39 p.m.

**MOTION 09-11-1037**

**MOVED** by Councillor Braun

That second reading be given to Bylaw 740/09 being a Land Use Bylaw amendment for the cancellation of Plan 082 9175 for the purpose of reverting the lands back into Part of SW 9-106-15-W5M, from which the subdivision was taken.

**CARRIED UNANIMOUSLY**

**MOTION 09-11-1038**

**MOVED** by Councillor D. Driedger

That third reading be given to Bylaw 740/09 being a Land Use Bylaw amendment for the cancellation of Plan 082 9175 for the purpose of reverting the lands back into Part of SW 9-106-15-W5M, from which the subdivision was taken.

**CARRIED UNANIMOUSLY**

**7. c) Bylaw 741/09 Land Use Bylaw Amendment to Rezone Plan 752 1580, Block 11, Lot 4 from Hamlet Residential District 1B "HR1B" to Public/Institutional District "HP" (La Crete)**

Councillor Toews called the public hearing for Bylaw 741/09 to order at 4:40 p.m.

Councillor Toews asked if the public hearing for proposed Bylaw 741/09 was properly advertised. Marion Krahn, Development Officer, answered that the bylaw was advertised in accordance with the Municipal Government Act.

Councillor Toews asked the Development Authority to outline the proposed land use bylaw amendment. Marion Krahn, Development Officer, presented the Development Authority's submission and indicated that first reading was given on October 13, 2009.

Councillor Toews asked if Council has any questions of the proposed land use bylaw amendment. There was a question regarding parking concerns and it was noted that this is dealt with as a condition on their development permit.

Councillor Toews asked if any submissions were received in regards to proposed Bylaw 741/09. No submissions were received.

Councillor Toews asked if there was anyone present who would like to speak in regards to the proposed Bylaw 741/09. There was no one present to speak in regards to the proposed bylaw.

Councillor Toews closed the public hearing for Bylaw 741/09 at 4:42 p.m.

**MOTION 09-11-1039**

**MOVED** by Councillor Braun

That second reading be given to Bylaw 741/09 being a Land Use Bylaw amendment to rezone Plan 752 1580, Block 11, Lot 4 from Hamlet Residential District 1B "HR1B" to Public/Institutional District "HP".

**CARRIED UNANIMOUSLY**

**MOTION 09-11-1040**

**MOVED** by Councillor Neufeld

That third reading be given to Bylaw 741/09 being a Land Use Bylaw amendment to rezone Plan 752 1580, Block 11, Lot 4 from Hamlet Residential District 1B "HR1B" to Public/Institutional District "HP".

**CARRIED UNANIMOUSLY**

Councillor Toews recessed the meeting at 4:45 p.m. and reconvened the meeting at 4:54 p.m.

**12. c) 63-SUB-05 Blue Sky Alberta Development Ltd.  
Subdivision Time Extension on NW 22-110-19-W5M**

**MOTION 09-11-1041**

**MOVED** by Councillor Neufeld

That the Time Extension request for Subdivision 63-SUB-09 in the name Blue Sky Development Inc. on NW 22-110-19-W5M be GRANTED to expire on November 25, 2010.

**CARRIED**

**DELEGATIONS:**

**5. a) Mackenzie Municipal Services Agency – 5:00 p.m.**

**MOTION 09-11-1042**

**MOVED** by Councillor Braun

That the presentation by the Mackenzie Municipal Services Agency be received for information.

**CARRIED**

**5. b) Nicole Halvorson – Mighty Peace Tourist Association – 5:15 p.m.**

**MOTION 09-11-1043**

**MOVED** by Councillor J. Driedger

That the presentation by the Mighty Peace Tourist Association be received for information.

**CARRIED**

**INFORMATION/  
CORRESPONDENCE**

**13. a) None**

**IN CAMERA SESSION:**

**MOTION 09-11-1044**

**MOVED** by Councillor Neufeld

That Council move in-camera to discuss issues under the Freedom of Information and Protection of Privacy Regulations 18 (1) at 6:07 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) Northpoint Lift Station
- 14. g) Loggers Delegation
- 14. h) Zama Road
- 10. c) Economic Contingency Plan

**CARRIED**

**MOTION 09-11-1045**

**MOVED** by Councillor Froese

That Council move out of camera at 8:20 p.m.

**CARRIED**

**14. a) Personnel**

**MOTION 09-11-1046**

**MOVED** by Councillor Braun

That the personnel update be received for information.

**CARRIED**

**14. b) Special Projects**

**MOTION 09-11-1047**

**MOVED** by Councillor Wardley

That the special projects update be received for information.

**CARRIED**

**14. c) Legal**

**MOTION 09-11-1048**

**MOVED** by Councillor Froese

That the legal update be received for information.

**CARRIED**

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

**MOTION 09-11-1049**

**MOVED** by Councillor D. Driedger

That Council proceed with the inter-municipal negotiations as discussed.

**CARRIED**

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

**MOTION 09-11-1050**

**MOVED** by Councillor J. Driedger

That Council continue the CO<sub>2</sub> EOR negotiations as discussed.

**CARRIED**

**14. f) Northpoint Lift Station**

**MOTION 09-11-1051**

**MOVED** by Councillor Braun

That administration look at options for the Northpoint sewer lift station.

**CARRIED**

**14. g) Loggers Delegation (ADDITION)**

**MOTION 09-11-1052**

Requires Unanimous

**MOVED** by Councillor Neufeld

That the Reeve be authorized to send a letter to Premier Stelmach in regards to the disastrous economic situation in Mackenzie County.

**CARRIED UNANIMOUSLY**

**14. g) Zama Road (ADDITION)**

**MOTION 09-11-1053**

Requires Unanimous

**MOVED** by Councillor Wardley

That the Zama road be received for information.

**DEFEATED**

**10. c) Economic Contingency Plan**

**MOTION 09-11-1054**

**MOVED** by Councillor D. Driedger

That Council search for options on the economic stimulus due to the forestry crisis.

**CARRIED**

**NEXT MEETING DATE:**

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

**ADJOURNMENT:**

**16. a) Adjournment**

**MOTION 09-11-1055**

**MOVED** by Councillor Braun

That the Council meeting be adjourned at 8:24 p.m.

**CARRIED**



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

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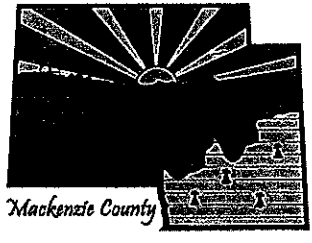
Greg Newman  
Reeve

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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>December 8, 2009</b>
<b>Presented By:</b>	<b>John Klassen, Director of Operations – South</b>
<b>Title:</b>	<b>Parks and Recreation Committee Meeting Minutes October 7, 2009</b>

**BACKGROUND / PROPOSAL:**

The adopted minutes of the October 7, 2009 Parks and Recreation Committee meeting are attached.

**OPTIONS & BENEFITS:**


N/A

**COSTS & SOURCE OF FUNDING:**

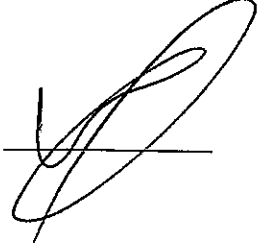
N/A

**RECOMMENDED ACTION:**

That the Parks and Recreation Committee meeting minutes of October 7, 2009 be received for information.

Author: C. Friesen 

Review Date: \_\_\_\_\_

CAO 



**MACKENZIE COUNTY  
PARKS AND RECREATION COMMITTEE**

**October 7, 2009  
10:00 am**

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

**MINUTES**

**PRESENT:**           **Lisa Wardley**                           **Chair, Councilor**  
                  **Peter Braun**                           **Vice Chair, Councilor**  
                  **John W Driedger**                   **Councilor**  
                  **Ray Toews**                           **Councilor**

**ALSO PRESENT:** **John Klassen**                   **Director of Operations, South**  
                          **Connie Friesen**                   **Public Works Administrative Officer**  
                          **Henry Klassen**                   **Leadhand of Parks, Playgrounds, Solid**  
  **Waste & Facilities**

**CALL TO ORDER:** 1.    a)    Call to Order  
  
  Councilor Wardley called the meeting to order at 10:15am.

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

**MOTION 09-098**           **MOVED** by Councilor Toews  
  
  That the agenda be adopted as presented.

**CARRIED**

**MINUTES:**            3.    a)    Adoption of the September 22, 2009 minutes

**MOTION 09-099**           **MOVED** by Councilor Braun  
  
  That the minutes of September 22, 2009 Parks and Recreation  
  Committee meeting be adopted as presented.

**CARRIED**

b)    Adoption of the September 22, 2009 action list

**MOTION 09-100**           **MOVED** by Councilor Driedger

  That the action list of the September 22, 2009 Parks and  
  Recreation Committee meeting be adopted as amended.

**CARRIED**

**BUSINESS ARISING  
OUT OF THE MINUTES:**

4. a) NONE

**DELEGATIONS:**

5. a) NONE

**NEW  
BUSINESS:**

6. a) 2010 Budget Review

i.) Caretaker Input

A common request from our caretakers was for more advertising of the County's campgrounds.

ii.) 2010 Budget

The Parks Committee requested for the Ferry Campground operating costs to be sent in two payments; half in the beginning of the season and the other half at the end of the season.

The Parks Committee went through the La Crete Ferry Campground, Buffalo Head Tower, & Tourangeau Lake budgets.

Councilor Wardley recessed the meeting at 11:27am.

Councilor Wardley reconvened the meeting at 11:48am.

The Parks Committee worked through the Wadlin Lake budget.

Councilor Wardley recessed the meeting at 12:04pm.

Councilor Wardley reconvened the meeting at 12:45pm.

The Parks Committee finished the Wadlin Lake budget and continued on with the La Crete Hill Park, Reinland Park, 108<sup>th</sup> Street Park, La Crete Arena Park, La Crete Mainstreet & Downtown, La Crete Walking Trails East, Machesis Lake, Bridge Campground, Pioneer Park and Fort Vermilion Arena Park budgets.

Councilor Wardley recessed the meeting at 2:03pm.

Councilor Wardley reconvened the meeting at 2:13pm.

The Parks Committee recommended for administration to make changes to the budget as discussed and email all members for final approval.

- b) Campground/Park Aerials
  - i.) Wadlin Lake  
For discussion
  - ii.) Atlas Landing  
For discussion
  - iii.) Machesis Lake  
For discussion
  - iv.) Hutch Lake  
For discussion
  - v.) LC Walking Trails East  
For discussion

**INFORMATION/  
CORRESPONDENCE:**

7. a) NONE

**ADDITIONAL  
ITEMS:**

8. a) NONE

**NEXT MEETING  
DATE:**

9. a) Parks and Recreation Committee Meeting

The next Parks and Recreation Committee meeting is scheduled for November 26, 2009 at 12:00pm in Fort Vermilion Council Chambers.

**ADJOURNMENT:**

10. a) Adjournment

**MOTION 09- 101**

**MOVED** by Councilor Driedger

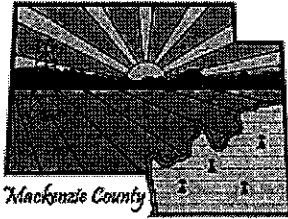
That the Parks and Recreation Committee meeting be adjourned at 3:10pm.

**CARRIED**

These minutes were adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2009.







# MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>December 8, 2009</b>
<b>Presented By:</b>	<b>William Kostiw, Chief Administrative Officer</b>
<b>Title:</b>	<b>Municipal Planning Commission Meeting Minutes November 12, 2009.</b>

**BACKGROUND / PROPOSAL:**

Information item. The adopted minutes of the November 12, 2009 meetings are attached.

**OPTIONS & BENEFITS:**

**COSTS & SOURCE OF FUNDING:**

**RECOMMENDED ACTION:**

That the Municipal Planning Commission meeting minutes of November 12, 2009 be received for information.

**Author:** M. McAteer      **Reviewed By:** \_\_\_\_\_ **CAO** 



**Mackenzie County  
Municipal Planning Commission Meeting**

**Heritage Center  
La Crete, Alberta**

**Thursday, November 12, 2009 @ 10:00 a.m.**

**PRESENT**

Peter Braun	Chair, Councillor
Jack Eccles	Vice-Chair
Ed Froese	Councillor, MPC Member (arrived at 10:29 a.m.)
Beth Kappelar	MPC Member
Marion Krahn	Development Officer
Liane Lambert	Development Officer

**ABSENT**

Manfred Gross	MPC Member
Sarah Martens	Planning Administrative Officer

**DELEGATIONS**

Cornie Unrau	Developer
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**1. CALL TO ORDER**

Peter Braun called the meeting to order at 10:05 a.m.

**2. ADOPTION OF AGENDA**

**MOTION 09-320** **MOVED** by Beth Kappelar

That the agenda be adopted with the following additions;

4d) Development Permit Application 262-DP-09  
Steven Kuss; Mobile Home as an Addition  
Plan 882 1687, Block 12, Lot 27; Zama

5d) Bylaw 735/09 Municipal Development Plan

5e) Moving Forward Logo

5f) Organizational

**CARRIED**

3. **MINUTES**

a) **Adoption of Minutes**

**MOTION 09-321** **MOVED** by Jack Eccles

That the minutes of the October 22, 2009 Municipal Planning Commission meeting be adopted as presented.

**CARRIED**

b) **Business Arising from Previous Minutes**

No business arising from previous minutes.

4. **DEVELOPMENT**

Items 4a through 4d to be discussed later in the meeting.

5. **SUBDIVISION**

a) **Subdivision Proposal**  
**SW 19-106-12-W5M; 88 Connector Area**  
**Cornie Unrau**

Cornie Unrau was present and expressed his goals and views for the subdivision request.

The Municipal Planning Commission outlined that research is being conducted by Development staff to review how other municipality's process agricultural subdivisions. Chair Braun suggested that it would be prudent to table the subdivision request until the research by staff and the Land Use Bylaw review have been completed.

Mr. Unrau indicated that he would be prepared to wait until further review is complete.

**MOTION 09-322      MOVED** by Beth Kappelar

That the subdivision proposal in the name of Cornie Unrau on SW 19-106-12-W5M be tabled until the Land Use Bylaw review has been completed.

**CARRIED**

**6.      MISCELLANEOUS ITEMS**

- a) **Bylaw 743/09 Land Use Bylaw Amendment to Increase Agricultural District 1 "A1" Maximum Subdivision Size to 30 Acres;  
Cornie Unrau**

Cornie Unrau was present and expressed his goals and views for the Land Use Bylaw amendment request.

The Municipal Planning Commission outlined that research is being conducted by Development staff to review how other municipality's process agricultural subdivisions. Chair Braun suggested that it would be prudent to table the Land Use Bylaw amendment request until the research by staff and the Land Use Bylaw review have been completed.

Mr. Unrau indicated that he would be prepared to wait until further review is complete.

**MOTION 09-323      MOVED** by Beth Kappelar

That Bylaw 743/09, being a Land Use Bylaw amendment application to increase the Agricultural District 1 "A1" maximum subdivision size to 30 acres, be tabled until the Land Use Bylaw review has been completed.

**CARRIED**

Items 6b through 6f to be discussed later in the meeting.

4. **DEVELOPMENT**

- a) **Development Permit Application 263-DP-09  
Eveready Energy; Industrial Camp (10 Man)  
Plan 882 1687, Block 11, Lot 2 (1007-Aspen Drive); Zama**

**MOTION 09-324** **MOVED** by Ed Froese

That Development Permit 263-DP-09 on Plan 882 1687, Block 11, Lot 2 in the name of Eveready Energy 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. **9.1 meters (30 feet) front yard;**
  - b. **4.5 meters (15 feet) rear yard;**
  - c. **3.0 meters (10 feet) side yard, from the property lines.**
2. Provide adequate off street parking as follows: The minimum parking standards are one (1) stall per bed; **therefore 10 stalls are required for this development.** *“One parking space, including the driveway area, shall occupy 91.4 meters (300 square feet).”*
3. **Camp to be connected to the Municipal water and sewer system and shall have its own separate utility account with meter. All cost of connection fees will be borne by the owner where applicable.**
4. Back-flow prevention valves (stop valves) shall be installed by the developer at the developer's expense.
5. Prior to commencement of any construction, contact Dave Crichton, Director of Operations (North) at 780-927-3718 to identify water line size for service and fire protection.
6. 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 the Counties standards and at the developer's expense.
7. **Prior to moving the Industrial Camp to the subject site, provide a notification of the relocation route to Mackenzie**

County. Contact the Operational Services Department at (780) 927-3718 regarding proper times and procedures.

8. The total site area (lot) shall have a positive surface drainage that does not adversely affect the surrounding neighbors.

**CARRIED**

- b) Development Permit Application 267-DP-09  
Daniel Dyck; Repair Shop Office Renovations  
Plan 872 2339, Block 17, Lot 5; La Crete**

**MOTION 09-325**    **MOVED** by Jack Eccles

That Development Permit 267-DP-09 on Plan 872 2339, Block 17, Lot 5 in the name of Daniel 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. The Repair Shop Office Renovations shall meet all applicable Alberta Safety Code requirements and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.
2. Changes to the appearance of the exterior of the building require the architecture, construction materials and appearance of buildings and other structures to be to accepted standards and to compliment the natural features and character of the site to the satisfaction of the Development Authority.
3. Provide adequate off street parking as follows: The minimum parking standards are 1 space per 45 square meters of office area plus, 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).”*
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. 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.

6. 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.
7. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.

**CARRIED**

- c) **Development Permit Application 268-DP-09  
Frank Martens; Auto Wrecker/Salvage  
E ½ SW 26-107-14-W5M; Blumenort**

**MOTION 09-326**      **MOVED** by Beth Kappelar

That Development Permit 268-DP-09 on E ½ SW 26-107-14-W5M in the name of Frank Martens be approved with the following conditions:

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

1. **A variance of the Mackenzie County Land Use Bylaw section 7.3, subsection B is hereby granted to allow an Auto Salvage Business in the Agricultural District.**
2. **The Auto Salvage building shall meet all applicable 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.**
3. **All conditions and requirements by the Alberta Motor Vehicle Industry Council are to be met to their specifications and standards. Copy of the approval from must be submitted to Mackenzie County prior to operation, Failure to do so will render this permit Null and Void.**
4. **Storage of all dismantled vehicle bodies are to be kept to the north of the storage facility. No dismantled**



**vehicles shall be stored within sight of the local road way, Township Road 107-4.**

5. 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.
6. All sewage disposal systems to be in conformance with the Alberta Private Sewage Treatment and Disposal Regulations.
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. If a sign is placed on the property the sign shall be located a minimum of:
  - a. 200 meters from regulatory signs
  - b. 3 meters (9 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 1.5 meters to a maximum of 2.5 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**

- d) Development Permit Application 262-DP-09  
Steven Kuss; Mobile Home as an Addition**

**Plan 882 1687, Block 12, Lot 27; Zama**

**MOTION 09-327**    **MOVED** by Ed Froese

That Development Permit 262-DP-09 on Plan 882 1687, Block 12, Lot 27 in the name of Steven Kuss be refused for the following reasons:

Section 3.2.1 – *Except as provided in Sub-Section 3.3, no person shall commence a development in the Municipal District unless a development permit has first been issued pursuant to this Bylaw and the development is in accordance with the terms and conditions of the development permit.*

Section 4.2.6 - *When a building is attached to the principal building on site by a roof, an open or enclosed structure, a floor, or a foundation; it is considered to be part of the principal building and not an ancillary building.*

Section 4.31.6 – *Any building receiving approval to be relocated shall meet all existing standards, ordinance, rules, regulations, and bylaws, including Alberta Safety Codes Act.*

Section 4.25.1 – *No person shall construct or cause to be constructed more than one main building per lot, unless otherwise approved by this bylaw.*

**CARRIED**

**6.    MISCELLANEOUS**

- b) **Bylaw 746/09 Land Use Bylaw Amendment Application to Rezone Plan 762 0383, Block 15, Lot 7 from Hamlet Commercial District 2 “HC2” to Public/Institutional District “HP”; La Crete**

**MOTION 09-328**    **MOVED** by Beth Kappelar

That the Municipal Planning Commission recommendation to Council be to refuse Bylaw 746/09, being a Land Use Bylaw

amendment to rezone Plan 762 0383, Block 15, Lot 7 from Hamlet Commercial District 2 "HC2" to Public/Institutional District "HP", and that the applicant be directed to apply for a temporary Development Permit for the church as a Public Use.

**CARRIED**

**c) Action List**

The Action List of October 22, 2009 was reviewed.

**d) Bylaw 735/09 Municipal Development Plan**

Planning staff advised the Municipal Planning Commission that Bylaw 735/09, being the Municipal Development Plan, received third reading at the November 10, 2009 Council meeting.

**e) Moving Forward Logo**

The Moving Forward Logo, as found on the Municipal Development Plan, was discussed. The Municipal Planning Commission indicated that the Moving Forward Logo should be presented to management for further discussion of its use by the Planning Department.

**f) Organizational**

Chair Braun turned the meeting over to Marion Krahn.

**Elections**

**i) Chair**

Marion Krahn called for nominations for the position of Chairperson.

Jack Eccles nominated Peter Braun.  
Peter Braun accepted.

Marion Krahn called for nominations a second time.  
No nominations received.

Marion Krahn called for nominations a third time.  
No nominations received.

Beth Kappelar moved that nominations cease.

Marion Krahn declared Peter Braun Chairperson by acclamation.

**ii) Vice-Chair**

Marion Krahn called for nominations for the position of Vice-Chairperson.

Peter Braun nominated Jack Eccles.  
Jack Eccles accepted.

Marion Krahn called for nominations a second time.  
No nominations received.

Marion Krahn called for nominations a third time.  
No nominations received.

Peter Braun moved that nominations cease.

Marion Krahn declared Jack Eccles Vice-Chairperson by majority vote.

Marion Krahn turned the meeting over to Chair Braun.

**7. IN CAMERA**

There were no In Camera items to discuss.

**8. NEXT MEETING DATES**

Municipal Planning Commission meeting dates are scheduled as follows:

- ❖ November 24, 2009 at 1:00 p.m. in Fort Vermilion
- ❖ December 15, 2009 at 1:00 p.m. in La Crete

**9. ADJOURNMENT**

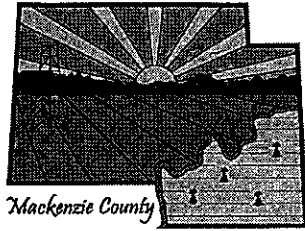
**MOTION 09-329** **MOVED** by Ed Froese

That the Municipal Planning Commission meeting be adjourned at 11:29 a.m.

**CARRIED**

These minutes were adopted this 24 day of November, 2009.





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	Regular Council Meeting
<b>Meeting Date:</b>	December 8, 2009
<b>Presented By:</b>	William Kostiw, Chief Administrative Officer
<b>Title:</b>	CAO & Director Reports

### BACKGROUND / PROPOSAL:

See attached Director reports.

### OPTIONS & BENEFITS:

### COSTS & SOURCE OF FUNDING:

### RECOMMENDED ACTION:

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

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





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

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Page 1

**Personnel update:**

Cherie Davies was hired in the Records Management Clerk position as a temporary employee.

**Administration, projects and activities:**

⇒ 2010 Budget

Council reviewed the first draft operating budget, assessment estimates; prepared Council budget package for November 27<sup>th</sup> meeting. A meeting is scheduled for December 7 with Council in order to finish the capital projects review (November 27<sup>th</sup> package).

⇒ Grants Reporting

The department is working on preparing statements of funding & expenditures for invoicing purposes.

⇒ Mackenzie County Sustainability Plan

I am continuing to work with the Activation Analysis Group.

⇒ Property Insurance

A letter with revised insured values was sent to Jubilee as approved by Council. We are currently obtaining a quote from Co-operators.

⇒ Inter-municipal Planning Commission

Assisted in preparation of a package and attended the IMPC meeting on November 26, 2009 at the Town of High Level office.

⇒ Debenture Borrowing

The following applications were prepared and submitted to ACFA:

- Zama Multi-Use Facility (Bylaw 710/09) - \$1,500,000
- La Crete Office Building (Bylaw 677/08) - \$1,105,000
- Zama Water Treatment Plant (Bylaw 614/07) - \$761,866

The deposits as per the above applications are expected on December 15, 2009.

⇒ TCA Project

We are currently working on finalizing the TCA implementation. A revised TCA policy will be presented to Council at their December 8, 2009 meeting.

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

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⇒ 2009 Year End

The department is preparing for year-end documents preparation. A request for inventory counts was sent to all departments with instructions.

⇒ Construction Holdbacks

The quarterly report was prepared and distributed at the last managers meeting.

⇒ Utility System Estimated Reads

During a spot-check administrative review, it was discovered that no review of the system estimated reads was done for over a year for the County utility accounts. Due to this fact, there are a number of accounts that have been system estimating in excess of one year. RFD is being presented to Council regarding this at their December 8, 2009 meeting.

⇒ Inter-municipal

I assisted in preparation of a document regarding the Town of High Level capital projects request for funding.

The following are some of the upcoming projects/activities:

- Offsite levy engineering review – a budget is being prepared for this project for 2010. The review will be based on the updated MDP, ASPs, IDP.
- Budget Development Software – is being postponed until further preview due to higher anticipated costs.

Respectfully submitted,

Joulia Whittleton

# Director of Operations (North) Capital Projects Review

## Regular Council Meeting

December 8<sup>th</sup>, 2009

In brief review:

### Zama Corner Stone Building

Construction is under way and the floor joists are 90% complete and walls are to be started in the near future. I have talked with Alta Gas and they are ready to install the service line as soon as there is a standing wall.

### Zama Public Works / Fire Hall

Contractor has poured the foundation and starting to work on the site elevation for inside the building and outside the building. Colors have been picked and they will be the same as the current water treatment plant. The current schedule is to have the walls up and the roof on with heat in the building by Christmas

### High Level Drainage East

I have been talking with the engineering firm and the preliminary design should be completed by December 3<sup>rd</sup> and this will also show a cost estimate with the quantity and volumes of material that needs to be moved.

### Fort Vermilion Water Plant

We have experienced some problems with the raw water flow meter this meter is the heart of the operation and controls the water plant production. We have bypassed the meter electrically and are still able to produce water in the mean time the old electrical board has been sent out for inspection and should be covered under warranty.

### Rural Areas Rocky Lane and Fort Vermilion

We are currently looking at a drainage problem in the area of hwy 88 and hwy 58 there is an increased amount of beaver activity in this area and water is unable to flow in its natural course due to the damming. It seems if a few dams in key areas are remove it will help with the problem. We currently have local trappers working to help reduce the beaver count and also in conjunction with Fish and Wildlife.

David A Crichton

Director of Operations North

Mackenzie County



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

## **Parks & Playgrounds**

- Hutch Lake Recreational Lease: in progress.
- Fort Vermilion Rodeo grounds lease survey is in progress.
- Reinland Park: is complete with the concrete pad being installed in spring of 2010. Wasn't installed due to weather.
- Hutch Lake: received approval from SRD to install concrete toilet and will be installed in the spring of 2010. Wasn't installed due to weather.
- Administration working on submitting invoices to Provincial Parks for funding coverage on capital/operating expenses at Hutch Lake.
- Sent Calvin McLeod the updated 3 year plan for Hutch Lake requesting funding for 2010.
- La Crete Walking Trails East: received approval from SRD and toilet was installed.
- Machesis Lake playground equipment: the equipment has been ordered and the site prep was done with the installation to take place in spring/summer of 2010.

## **Solid Waste**

- White metal cleanup at all transfer stations complete.
- Administration prepared brochures for each of our transfer stations for public information.(see attached)
- Ongoing maintenance & bin repairs.

## **Facilities**

- Fort Vermilion PW shop upgrade is complete pending a few electrical items.
- La Crete office building is at the dry walling stage.

## **Utilities**

- La Crete Water Wells: Nason Contracting starting work on December 2<sup>nd</sup>.
- Fire Hall in La Crete: installed a stand pipe to monitor ground water levels in relation to the Bernard Fehr center.
- La Crete Truck Fill: will be tendered in January 2010.

## Roads

- ◆ 98<sup>th</sup> Avenue is now approx. 98% completed. Inspection was done and a few minor deficiencies to address as well as Atco needs to complete the power change over.
- ◆ 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 and we are advised this matter is almost complete.
- ◆ ISL Engineering has now completed our 2009 updated County Map and are currently working on our 2009 map books, which we anticipate receiving soon.
- ◆ Construction of the La Crete Public Works shop is well under way and completion is anticipated for the middle of January 2010.
- ◆ Anticipated transferring of the current Public Works Shop is Feb 1<sup>st</sup> 2010.
- ◆ Design of La Crete 100<sup>th</sup> Avenue project is complete and Tender deadline is December 8, 2009 at 1:00 p.m.
- ◆ Request for Road Construction has been presented to Council. This year we have received a total of 7 requests for La Crete South.
- ◆ 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 Operational and Capital budgeting has begun.
- ◆ Construction on TWP Rd 103-2 will be starting soon.
- ◆ Small drainage/ditch cleanouts projects located at West La Crete Road, one off Peter J. Road, off 88 Connector have been completed.



John Klassen  
Mackenzie County  
Director of Operations (South)

**Items Accepted:**

- ◆ Domestic Waste
- ◆ Construction Debris/Demolitions
- ◆ Small Scrap Metal
- ◆ White Metal
- ◆ Tires
- ◆ Plastic Chemical Jugs
- ◆ E-waste
- ◆ Paint
- ◆ Batteries (automotive)
- ◆ Anti-freeze (automotive)
- ◆ Used Oil/Filters (automotive)

**Items NOT Accepted:**

- ◆ Autobodies
- ◆ Commercial/Industrial Waste  
(ie. used oil/filters, anti-freeze, paint)

**FEES FOR SOLID WASTE DISPOSAL**

FOR COMMERCIAL, CONSTRUCTION, INDUSTRIAL AND INSTITUTIONAL WASTE

**At Regional Landfill**

Current rate as set by the Mackenzie Regional Landfill Authority

**At Transfer Station**

Up to ¼ ton truck	Up to half pick-up truck load	\$ 5.00
Up to ¼ ton truck	Exceeding half pick-up truck load	\$10.00
1 ton truck		\$20.00
2 ton truck		\$25.00
3 ton truck	Single axle	\$30.00
5 ton truck	Tandem axle	\$80.00

Trucks larger than 5 ton are to be directed to the regional landfill.

\*\*\*Garbage cards can be picked up at any County office for \$25.00 per card\*\*\*

**Hours of Operation:**

Tuesday 9:00am—1:00pm  
Thursday 4:00pm—8:00pm  
Saturday 8:00am—6:00pm

Check out the RCA website at [www.recycle.ab.ca](http://www.recycle.ab.ca) for information on recycling



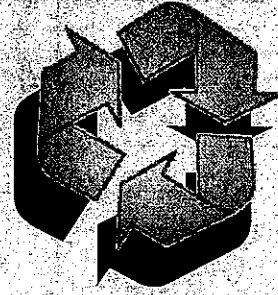
**Mackenzie County**

Box 1690  
La Crete AB T0H 2H0  
Ph: 780-928-3983  
Fax: 780-928-3636



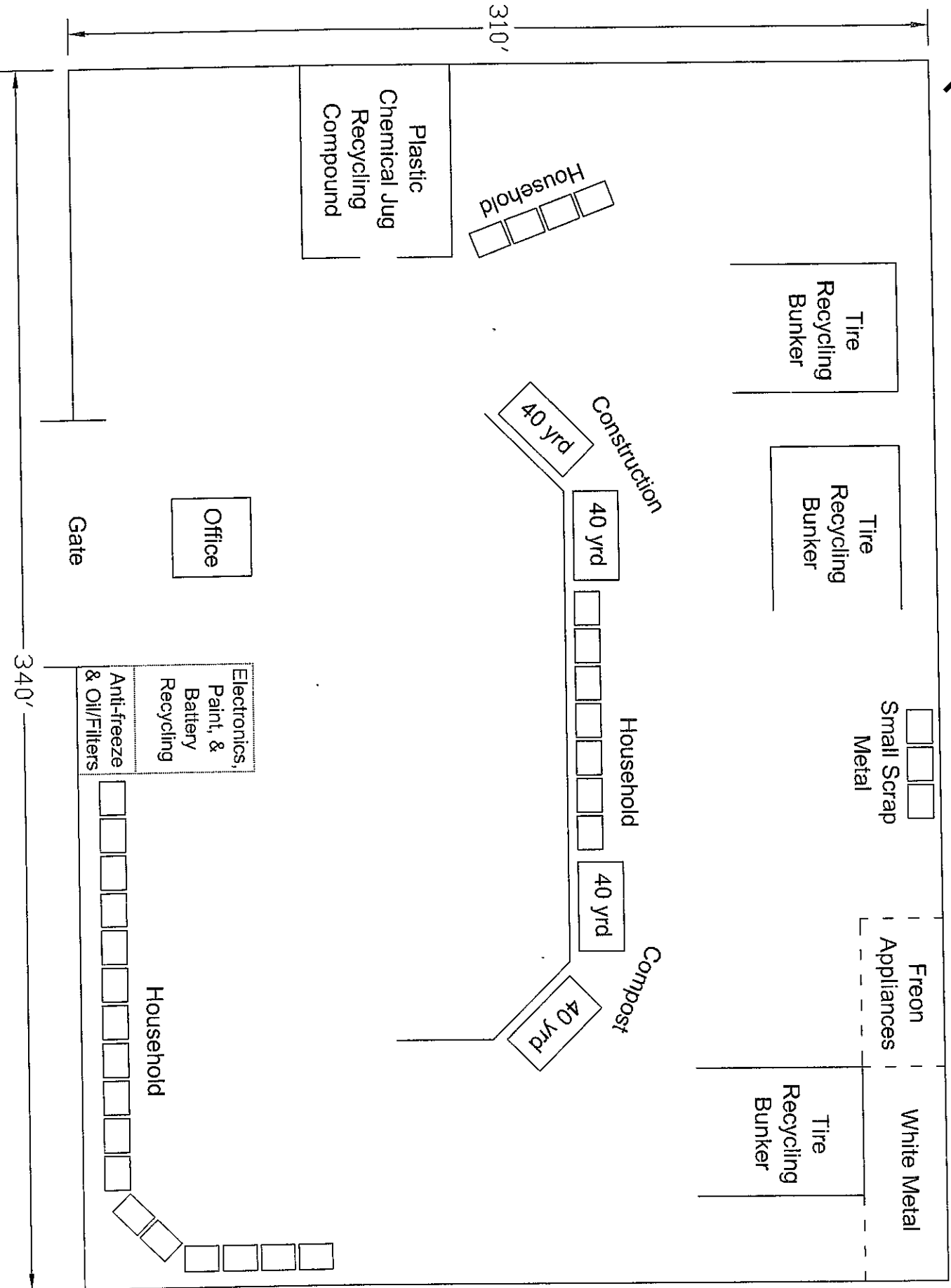
**Mackenzie County**

**La Crete Waste Transfer Station**

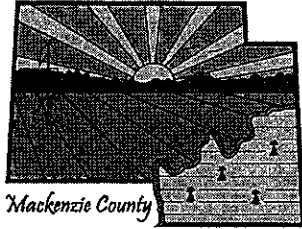




# La Crete Waste Transfer Station 9905-99th St. La Crete







# MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>December 8, 2009</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Director of Corporate Services</b>
<b>Title:</b>	<b>Bylaw 751/09 Tax Payment Bylaw</b>

**BACKGROUND / PROPOSAL:**

Council established Tax Payment Bylaw 277/01 that authorizes paying of taxes by preauthorized payments.

**OPTIONS & BENEFITS:**

Administration reviewed the bylaw and recommends a few changes.

Please review the draft revised bylaw attached.

**COSTS & SOURCE OF FUNDING:**

NA

**RECOMMENDED ACTION:**

**Motion 1:**

That first reading be given to Bylaw 751/09 being a bylaw authorizing payment of taxes by installments.

**Motion 2:**

That second reading be given to Bylaw 751/09 being a bylaw authorizing payment of taxes by installments.

Author: J. Whittleton Reviewed By: \_\_\_\_\_ CAO 

**Motion 3:** (requires unanimous)

That consideration be given to go to third reading of Bylaw 751/09 being a bylaw authorizing payment of taxes by installments.

**Motion 4:**

That third reading be given to Bylaw 751/09 being a bylaw authorizing payment of taxes by installments.

Author: J. Whittleton Reviewed By: CAO

BYLAW NO. ~~277/04~~ 751/09

A BYLAW OF  
~~MUNICIPAL DISTRICT OF MACKENZIE #23~~ **MACKENZIE COUNTY**,  
IN THE PROVINCE OF ALBERTA,  
TO PROVIDE FOR PAYMENT OF TAXES BY INSTALLMENTS

**WHEREAS**, pursuant to the provisions of the *Municipal Government Act*, Statutes of Alberta, 1994, Chapter M-26.1, Section 340, ***Revised Statutes of Alberta 2000, Chapter M-26*** and amendments thereto, the Council may pass a bylaw to permit taxes to be paid by installments, at the option of the ratepayer.

**NOW THEREFORE**, the Council of the ~~Municipal District of Mackenzie #23~~ **Mackenzie County** in the province of Alberta, duly assembled, hereby enacts as follows:

**PART 1 TITLE AND DEFINITIONS**

1. In this Bylaw, the following words, terms or expression shall be defined as:
  - (a) "Business Day" shall mean every day of the week, Monday through Friday excepting statutory holidays and other holidays designated by the ~~Municipal District of Mackenzie #23~~ **Mackenzie County**;
  - (b) "Act" means the Municipal Government Act;
  - (c) "Council", "property taxes", "local improvement taxes", and other words or phrases defined or used in the Act shall be the meaning provided or attributed in the Act.
  - (d) "Estimated tax" due for the calendar year is the total amount payable in the prior year.
- 1.1 This bylaw may be cited as the "Tax Payment Bylaw".

**PART 2 INSTALLMENTS**

- 2.1 The Tax Installment plan will only be made available to a ratepayer and a property that has no outstanding tax arrears;
- 2.2 A property owner who wishes to pay property taxes and local improvement taxes with respect to a property tax by installments must make an agreement with the ~~Municipal District of Mackenzie #23~~ **Mackenzie County**, which shall provide:

- (a) Payments being made by way of pre-authorized withdrawals, drawn directly from that person's bank account;
- (b) That payments shall be made monthly, commencing in January or July, subject that a preauthorized plan agreement is signed by January 1<sup>st</sup> or June 30<sup>th</sup>;
- (c) If payments commence in January, the payments to be made during each of the months of January to June, inclusive, shall each be equal to one-twelfth (1/12) of the estimated taxes due for that calendar year;
- (d) If payments commence in July, one lump sum payment equal to one half (1/2) the current levy must be made by June 30<sup>th</sup>;
- (e) The payments to be made during each of the months of July to December, inclusive shall be equal to one-sixth (1/6) of the amount calculated as follows:  
  
Actual taxes due for the calendar year in question;  
Less  
The aggregate of payments received during January to June, inclusive;
- (f) An exemption from ~~Bylaw No. 64/96~~ Mackenzie County's penalty bylaw in force to impose penalties for non-payment of taxes and tax arrears, provided the person is not in breach of the agreement;
- (g) That the penalty provisions of ~~Bylaw No. 64/96~~ Mackenzie County's penalty bylaw in force to impose penalties for non-payment of taxes and tax arrears shall apply should the person breach the agreement, with such penalty to apply on the balance of tax outstanding on the date of breach;
- (h) In the event a person's bank fails to honour any pre-authorized payment it shall be deemed to be a breach of the agreement by the person and a non-sufficient funds fee in place shall be charged;
- (i) In the event a person's bank fails to honour a second pre-authorized payment in the same year it shall be deemed to be a breach of the agreement by the person, a non-sufficient funds fee in place shall be charged and the agreement will be terminated;
- (j) The agreement shall be deemed to be null and void if all taxes (including local improvement charges) due from the person with respect to the property or business as the case may be, are not paid in full up to

December 31<sup>st</sup> of the year preceding the year in which the agreement is to commence;

3. That this bylaw shall take effect on the 1<sup>st</sup> day of January, 2010 and rescinds Bylaw 277/01.

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.

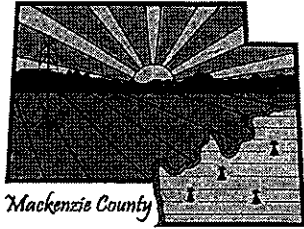
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Greg Newman  
Reeve

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William Kostiw  
Chief Administrative Officer





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>December 8, 2009</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Director of Corporate Services</b>
<b>Title:</b>	<b>Bylaw 752/09 to Amend Bylaw 696/09 Local Improvement Charge</b>

**BACKGROUND / PROPOSAL:**

Bylaw 696/09 received third reading on May 12, 2009. The project is now complete and the final cost is \$247,527.92. Benefiting owners cost at 30% will now be \$74,258.38. Amended costs and the lower current interest rate have resulted in a decrease in the cost to the benefiting owner.

**OPTIONS & BENEFITS:**

	Estimated	Actual
Mackenzie County	\$172,480.00	\$173,269.54
Benefiting Owners	\$73,920.00	\$74,258.38
<b>Total Cost</b>	<b>\$246,400.00</b>	<b>247,527.92</b>

Section 403(3) of the Municipal Government Act states:

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

Due to the higher final cost, and pursuant to MGA section 403(3), Administration is asking to approve the local improvement charge based on actual cost of this project.

Author: J. Whittleton Reviewed By: \_\_\_\_\_ CAO

**COSTS & SOURCE OF FUNDING:**

This project was funded out of the 2008/09 budgets. The local improvement charge will be collected over the period of 10 years and will be recorded as revenue over the same period.

**RECOMMENDED ACTION:**

**Motion 1:**

That first reading be given to Bylaw 752/09 being a bylaw amending the local improvement charge in Bylaw 696/09, local improvement bylaw for the for curb, gutter and sidewalk on 47<sup>th</sup> and 48<sup>th</sup> Street, 49<sup>th</sup> and 48<sup>th</sup> Avenue in the Hamlet of Fort Vermilion.

**Motion 2:**

That second reading be given to Bylaw 752/09 being a bylaw amending the local improvement charge in Bylaw 696/09, local improvement bylaw for the for curb, gutter and sidewalk on 47<sup>th</sup> and 48<sup>th</sup> Street, 49<sup>th</sup> and 48<sup>th</sup> Avenue in the Hamlet of Fort Vermilion.

**Motion 3:**

That consideration be given to go to third reading of Bylaw 752/09 being a bylaw amending the local improvement charge in Bylaw 696/09, local improvement bylaw for the for curb, gutter and sidewalk on 47<sup>th</sup> and 48<sup>th</sup> Street, 49<sup>th</sup> and 48<sup>th</sup> Avenue, in the Hamlet of Fort Vermilion.

**Motion 4:**

That third reading be given to Bylaw 752/09 being a bylaw amending the local improvement charge in Bylaw 696/09, local improvement bylaw for the for curb, gutter and sidewalk on 47<sup>th</sup> and 48<sup>th</sup> Street, 49<sup>th</sup> and 48<sup>th</sup> Avenue in the Hamlet of Fort Vermilion.

Author: J. Whittleton Reviewed By: \_\_\_\_\_ CAO \_\_\_\_\_



**BYLAW NO. 752/09**

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

This bylaw is to amend Bylaw 696/09 being a bylaw to approve a local improvement charge for the for curb, gutter and sidewalk on 47<sup>th</sup> and 48<sup>th</sup> Street, 49<sup>th</sup> and 48<sup>th</sup> Avenue from Plan 832-0443, Block 5, Lots 7, 8, 10, 11; Block 8, Lot 8-11; Plan 842 0527, Block 1, Lot 9, 11A, 12A, 13-23; Plan 2938RS, Block 1, Lot 1, 11, 12; Block 2, Lot 14-24; Block 5, Lot 4, 5; Plan 072 0424, Block 5, Lot 12, 13, in the Hamlet of Fort Vermilion.

**WHEREAS**, the Council of the Municipality has approved Bylaw 696/09 pursuant to the *Municipal Government Act* to authorize a local improvement tax levy to pay for the curb, gutter and sidewalk on 47<sup>th</sup> and 48<sup>th</sup> Street, 49<sup>th</sup> and 48<sup>th</sup> Avenue from Plan 832-0443, Block 5, Lots 7, 8, 10, 11; Block 8, Lot 8-11; Plan 842 0527, Block 1, Lot 9, 11A, 12A, 13-23; Plan 2938RS, Block 1, Lot 1, 11, 12; Block 2, Lot 14-24; Block 5, Lot 4, 5; Plan 072 0424, Block 5, Lot 12, 13, in the Hamlet of Fort Vermilion;

**AND WHEREAS**, the curb, gutter and sidewalk on 47<sup>th</sup> and 48<sup>th</sup> Street, 49<sup>th</sup> and 48<sup>th</sup> Avenue in the Hamlet of Fort Vermilion local improvement project has been completed;

**AND WHEREAS**, as per Bylaw 696/09 the estimated project cost was:

Municipality at Large	\$172,480.00
Benefiting Owners	\$73,920.00
Total Cost	\$246,400.00

**AND WHEREAS**, the actual project cost is:

Municipality at Large	\$173,269.54
Benefiting Owners	\$74,258.38
Total Cost	\$247,527.92

**AND WHEREAS**, pursuant to the *Municipal Government Act* if, after local improvement tax rate has been set, it is discovered that the actual cost of the local improvement is higher than the estimated cost on which the local improvement tax rate is based, the council may revise, once only over the life of the local improvement, the rate with respect to future years so that the local improvement tax bylaw will raise sufficient revenue to pay the actual cost of the local improvement.

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

1. That for the purpose of raising sufficient revenue to pay the actual cost of the curb, gutter and sidewalk on 47<sup>th</sup> and 48<sup>th</sup> Street, 49<sup>th</sup> and 48<sup>th</sup> Avenue from Plan 832-0443, Block 5, Lots 7, 8, 10, 11; Block 8, Lot 8-11; Plan 842 0527, Block 1,

Lot 9, 11A, 12A, 13-23; Plan 2938RS, Block 1, Lot 1, 11, 12; Block 2, Lot 14-24; Block 5, Lot 4, 5; Plan 072 0424, Block 5, Lot 12, 13, in the Hamlet of Fort Vermilion:

- a) The benefiting owners cost be increased by Three Hundred Thirty Eight Dollars (\$338.38) to Seventy Four Thousand Two Hundred and Fifty Eight Dollars (\$74,258.38);
  - b) That total levy per front foot be increased from \$9.77 to \$9.81;
  - c) That the annual unit rate per front foot payable for a period of ten (10) years at 4.675% be increased from \$76.63 to \$76.99;
  - d) That the total yearly assessment against all properties be increased from \$9,422.48 to \$9,465.61.
2. The net amount levied under the by-law shall be applied only to the local improvement project specified by this by-law.
  3. This by-law comes into force on the date it is passed.

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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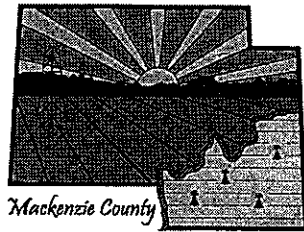
William Kostiw  
Chief Administrative Officer

**Schedule A to Bylaw No. 752/09**

Curb, Gutter and Sidewalk on 47th and 48<sup>th</sup> Street,  
 48th and 49<sup>th</sup> Avenue in the Hamlet of Fort Vermilion

Plan	Block	Lot	Front	Rear	Average
2938RS	2	14	53.39	55.13	54.26
2938RS	2	15	21.34	19.18	20.26
2938RS	2	16	27.43	32.00	29.73
2938RS	2	17	12.38	71.78	42.08
2938RS	2	18	15.24	28.35	21.80
2938RS	2	19	15.24	28.35	21.80
2938RS	2	20	30.48	30.48	30.48
2938RS	2	21	30.48	30.48	30.48
2938RS	2	22	30.48	30.48	30.48
2938RS	2	23	30.48	30.48	30.48
2938RS	2	24	28.69	30.48	29.59
2938RS	5	5	53.85	55.68	54.77
2938RS	5	4	19.20	16.80	18.00
0720424	5	12	27.70	27.71	27.71
0720424	5	13	21.97	21.99	21.98
2938RS	5	1	30.48	29.63	30.05
2938RS	1	12	36.15	39.62	37.89
2938RS	1	11	18.20	18.29	18.25
842 0527	1	9	18.28	30.61	29.73
842 0527	1	11A	12.49	12.49	12.49
842 0527	1	12A	12.49	12.49	12.49
842 0527	1	13	13.21	13.21	13.21
842 0527	1	14	13.21	13.21	13.21
842 0527	1	15	11.43	13.21	12.32
842 0527	1	16	13.22	13.22	13.22
842 0527	1	17	13.22	13.22	13.22
842 0527	1	18	13.22	13.22	13.22
842 0527	1	19	13.22	13.22	13.22
842 0527	1	20	13.22	13.22	13.22
842 0527	1	21	13.22	13.22	13.22
842 0527	1	22	13.22	13.22	13.22
842 0527	1	23	13.22	13.22	13.22
832 0443	5	7	20.00	20.00	20.00
832 0443	5	8	18.50	20.00	19.25
832 0443	5	10	22.54	18.38	20.46
832 0443	5	11	19.87	20.00	19.94
832 0443	8	10	18.54	20.00	19.27
832 0443	8	11	24.00	24.00	24.00
832 0443	8	9	20.14	17.98	19.06
832 0443	8	8	20.00	18.00	19.00
2938RS	1	1	53.43	55.28	54.36
<b>TOTAL</b>					<b>964.58</b>

Total Assessable Frontage	964.58 meters
Total Assessment Per Front Meter Frontage	\$76.99
Annual Unit Rate Per Front Meter of Frontage to be payable for a period of 10 years calculated at 4.675%	\$9.81
Total Yearly Assessment Against All Above Properties	\$9,465.61



# MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>December 8, 2009</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Director of Corporate Services</b>
<b>Title:</b>	<b>TCA Accounting Policy FIN026</b>

### BACKGROUND / PROPOSAL:

On January 30, 2008, Council approved policy FIN025 "Tangible Capital Assets Accounting", in anticipation of the introduction of the new accounting rules for Tangible Capital Assets (PSAB 3150).

In consultation with our auditors, Administration has revised the accounting policy:

1. Increase clarity by including capitalization thresholds for all asset classes (now set at \$5,000 for most classes), and including 'useful life' (depreciation term) for all classes.
2. Depreciation calculations are simplified.
3. Further, a clarification is now included that the lands registry will be based on the lands that are titled to the County.

The result is a clearer accounting policy.

### OPTIONS & BENEFITS:

Compliance with PSAB 3150 & clarity about the accounting treatment of tangible capital assets.

### COSTS & SOURCE OF FUNDING:

n/a

### RECOMMENDED ACTION:

That the TCA Accounting Policy FIN026 be approved as presented.

Author: Peter Pynacker Reviewed By: \_\_\_\_\_ CAO



## Mackenzie County

<b>Title</b>	<b>Tangible Capital Assets Accounting</b>	<b>Policy No:</b>	<b>FIN026</b>
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<b>Legislation Reference</b>	<b>Municipal Government Act, section 276(1)</b>
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### **Purpose**

To provide guidance for the accounting for tangible capital assets.

### Contents:

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1. Regulatory Framework
  2. Asset Classes
  3. Capitalization Criteria
  4. Valuation
  5. Depreciation
  6. Acquisition, Transfer, and Disposal of Assets
  7. Other Policies Associated With Accounting For TCAs
-

## 1. Regulatory Framework

The County uses the following standards and guidance, to account for Tangible Capital Assets (TCA):

- Mandatory:**
1. *Public Sector Accounting Board (PSAB) 3150, 2007 & as revised / amended from time to time by the Canadian Institute of Chartered Accountants (CICA).*
  2. Other CICA standards that relate to asset accounting.

- Guidelines:**
1. *Tangible Capital Assets Implementation Toolkit, 2008, Alberta Municipal Affairs.*
  2. *Guidelines on Valuations of Tangible Capital Assets for PSAB 3150, 2008, Alberta Municipal Affairs.*

## 2. Asset Classes

The County uses the following asset classification. This means that the County will use this classification for:

- filing documentation about assets;
- recording values in the accounting system.

Nr.	Class Title	Definition
1	Vehicles	<i>What is included (and what not), is described in the following three documents:</i>  PSAB 3150 & TCA Implementation Toolkit (2008) & Guidelines on Valuations of TCA (2008) (this document deals specifically with the engineered structures)
2	Machines & Equipment (incl. graders)	
3	Buildings	
4	Recreation Boards	
5	Traffic Lights	
6	Bridges	
7	Street Lights	
8	Lands	
9	Engineered Structures: Roads	
10	Engineered Structures: Roads Related Drainage	
11	Engineered Structures: Water Treatment System	
12	Engineered Structures: Water Distribution System	
13	Engineered Structures: Wastewater System	
14	Engineered Structures: Wastewater Collection System	

## 3. Capitalization Criteria

Assets that (a) meet the definition of a TCA, and (b) meet the municipality's capitalization threshold (minimum dollar amount), will be capitalized as assets (put on the balance sheet), and will be subsequently depreciated over its useful life as determined at the time of the purchase.

Assets that do not meet these criteria will be treated as an expense in the year of acquisition.



The capitalization thresholds of the municipality's assets are:

Nr.	Class Title	Threshold / Criteria
1	Vehicles	<b>\$5,000</b>
2	Machines & Equipment (including graders)	<b>\$5,000</b>
3	Buildings	<b>\$5,000</b>
4	Recreation Boards	Depends on class (e.g.: vehicles \$5,000)
5	Traffic Lights	<b>\$5,000</b>  Note: Traffic lights can be considered 'group assets'. CICA defines group assets as follows: "They have a unit value below the capitalization threshold, but have a material value as a group. They are homogeneous in terms of their physical characteristics, use, and expected useful life."
6	Bridges	For acquisitions: <b>\$5,000</b>  For subsequent 'significant repairs', expenses over <b>\$5,000</b> are capitalized (assumption is that these expenses are needed for the normal operation of the bridges and/or ensure that the originally planned service time can be reached).
7	Street Lights	<b>\$5,000</b>
8	Lands	For new acquisitions: <b>\$0</b> (always recorded & capitalized).  For any subsequent land improvements: <b>\$5,000</b> .  Note: Only lands that have been titled to the County will be recorded as TCA asset. The County will also record recent land purchases that are in the process of being titled to the County. Untitled lands under roads are valued at \$1.
9	Roads	Engineered structures: <b>\$5,000</b>
10	Roads Related Drainage	
11	Water Treatment System	
12	Water Distribution System	
13	Wastewater System	
14	Wastewater Collection System	

*Special situation 1: purchase of multiple below-threshold assets, on one invoice*

If a purchase is made of multiple small assets (each below the threshold) at the same time, then the total purchase price on the invoice will not be capitalized. The reason is that it does not concern one asset, but multiple unrelated small assets that each falls below the capitalization threshold. Example: purchasing three computers at \$2,000 each totals \$6,000. This will not be capitalized because there are three unrelated assets, each of which does not meet the threshold criteria for capitalization.

*Special situation 2: one large asset, with a number of components*

Significant Individual components of an asset that were acquired as part of a (one) capital asset where the individual values are less than the threshold are capitalized as part of the capital assets. However, the aggregated value should still exceed the capitalization threshold.

Significant individual components, of which the individual value exceeds the capitalization threshold, will be depreciated individually over the useful life of that particular component. The useful life of a component will be limited to the useful life of the larger asset should the component's use be dependant on that of the larger asset. Example: payments for a water treatment plant can well include various 'significant individual components' that require different depreciation schedules, for example machinery, building, pipes etc.

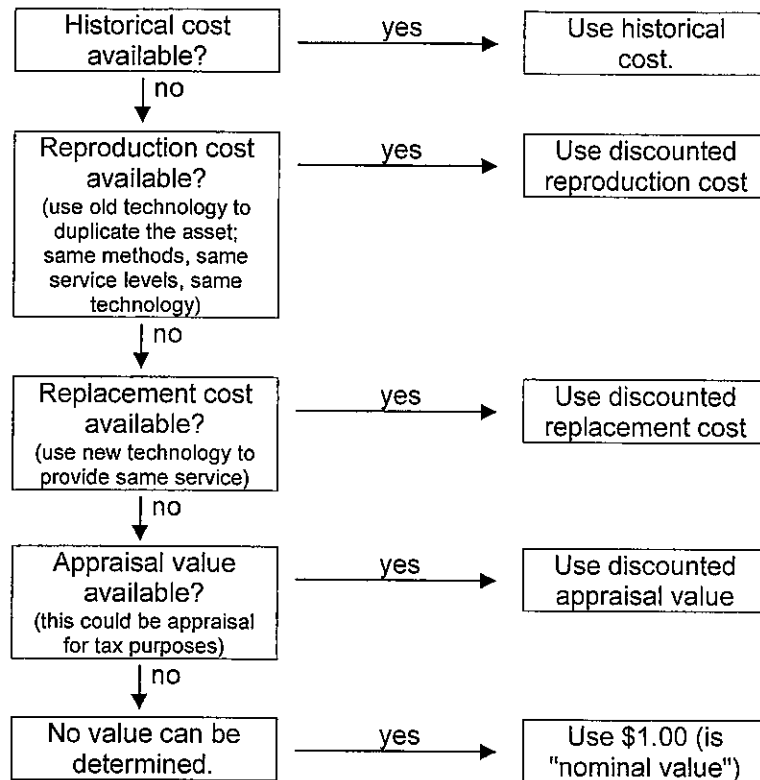
## **4. Valuation**

### **4.1 General Rule: historical cost**

A TCA is valued at historical 'cost'. This includes all expenditures directly attributable to bringing the asset to the location and working condition for its intended use. The cost includes the estimated cost of dismantling and removing the asset including site restoration.

## 4.2 Initial Valuation: other methods when historical cost is not available

For implementing TCA accounting in the 2009 Financial Statements, the historical cost may not be available. In that case, other valuation methods will be used. The County uses the following decision tree in those cases:



Adapted from: The OMBI Municipal Guide to Accounting for Tangible Capital Assets Version January 2, 2007.

## 4.3 Initial valuation for pre-1995 assets

For assets that date from before January 1, 1995, the assets are treated as 'contributed assets' as required under PSAB 3150. These assets are valued at the estimated "fair value" on January 1, 1995. These estimates are obtained through one of the following values (on, or as close to January 1, 1995 as possible), and deflating back to January 1, 1995:

- market value, and where that is not available:
- reproduction cost, and where that is not available:
- replacement cost, and where that is not available:
- appraisal value, and where that is not available:
- nominal value of \$1

## **5. Depreciation**

A TCA is depreciated on a systematic basis over its useful life. Each part of a TCA with an individual cost that meets the capitalization threshold is depreciated separately.

- Depreciation starts in the calendar year following the year in which the asset is added to the TCA registry.
- Depreciation is calculated on a straight-line basis (the linear method).
- Depreciation is limited to its expected residual value, which will be reassessed on an annual basis.
- The depreciation is charged to the departments that use the assets.
- Depreciation is not calculated in the year of disposal.

Guidelines for the useful life, in years:

1. Vehicles	10 years (25 years for fire trucks)
2. Equipment	5 to 15, depending on the type of equipment (see TCA Guideline for specification)
3. Buildings	50 (25 for portable buildings like trailers)
4. Recreation Boards	depends on the type of asset
5. Traffic Lights	30
6. Bridges	up to 50 years (used remaining life estimates from Alberta Transportation used)
7. Street Lights	25
8. Lands	not applicable
9. Roads	10 to 30, depending on the type of road
10. Roads Related Drainage	50
11. Water Treatment System	45
12. Water Distribution System	75
13. Wastewater Treatment System	45
14. Wastewater Collection System	75

## **6. Acquisition, Transfer, and Disposal of Assets**

Finance needs to be kept informed about new assets, transfers, and disposals, in order to keep the TCA registry up to date:

**Acquisitions:** Have to comply with the County's Purchasing Policy (FIN021). When assets are purchased, the Director/Budget Holder must fill in a "New TCA Asset" form, and send that (with supporting purchase documentation) to the Finance Department. The Finance Department will also use other sources to identify new additions (Council minutes, weekly payments, title searches etc.). The Finance Department will add the asset to the registry if the acquisition meets the TCA criteria.

**Transfers:** When an asset is transferred between departments, then the asset user or the responsible Director will inform the Finance Department. The

Finance Department will make the necessary adjustments to the TCA registry to reflect this transfer.

Disposals: All asset disposals have to be approved by the CAO where the historical cost or the current market value is lower than \$3,000. All other disposals have to be approved by Council. The Finance Department needs to be informed of the disposal, with supporting documentation, for two purposes: (a) to calculate any profit or loss on the sale, and (b) to make the necessary adjustments to the TCA registry and the general ledger.

Relationship with Insurance

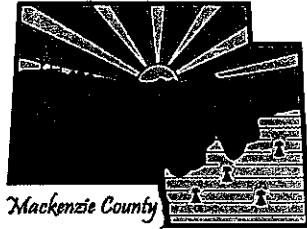
The Finance employee maintaining the TCA registry will inform the person responsible for insurance of all TCA additions, and all TCA disposals. This will help to keep the insurance list up to date.

**7. Other Policies Associated With Accounting For TCAs**

FIN021	<i>Account Code Structure</i>	Defines the structure (classification) of the County's accounting system.
FIN025	<i>Purchasing policy</i>	Provides rules for who can make purchases and what procedures are to be followed.
ADM001 to ADM003	<i>Vehicle usage, maintenance, and replacement policies</i>	Provides guidance for vehicle usage, maintenance and replacement.

	<b>Date</b>	<b>Resolution Number</b>
<b>Approved</b>	January 30, 2008 (Council)	Motion 08-01-056
<b>Amended</b>		
<b>Amended</b>		





# MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>December 8, 2009</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Director of Corporate Services</b>
<b>Title:</b>	<b>Finance and Investment Report – November 30, 2009</b>

**BACKGROUND / PROPOSAL:**

Finance department provides financial reports to Council as per policy.

**OPTIONS & BENEFITS:**

Please review the financial and investment reports for the period ended November 30, 2009.

**COSTS & SOURCE OF FUNDING:**

NA

**RECOMMENDED ACTION:**

That the financial and investment report for the period ended November 30, 2009 be accepted for information.

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





# INVESTMENT SUMMARY PER NOVEMBER 30, 2009

## CHEQUING ACCOUNT

Bank account balance

**On Nov. 30**  
\$ 7,538,298

## INVESTMENT VALUES

Short term investments (EM0-0377-A)  
Short term T-Bill (859-1044265-26)  
Short term Term Deposits (Sept. 9, 2009 to Oct. 9, 2009)  
Long term investments (EM0-0374-A)

**On Nov. 30**  
\$ 9,000,000  
\$ 427,024  
\$ 0  
\$ 5,620,830  
\$ 15,047,854

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

## INVESTMENT REVENUES & INTEREST ON CHEQUING ACCOUNT

Revenue - market value changes  
Income received from investments (after fees)  
Deduct: investment manager fees for investments  
Interest received from chequing account balances

	Total Jan-Nov.	Short Term Jan-Nov.	Long Term Jan-Nov.
Revenue - market value changes	\$ 23,689	n/a	\$ 23,689
Income received from investments (after fees)	\$ 139,995	24,194	\$ 115,801
Deduct: investment manager fees for investments	\$ (9,377)	(1,717)	(7,660)
Interest received from chequing account balances	\$ 49,697	49,697	n/a
	\$ 204,004	\$ 72,174	\$ 131,830

Add: not yet received: interest accrued primarily in bonds (up to October 31, 2009; is latest information available)

\$ 94,034

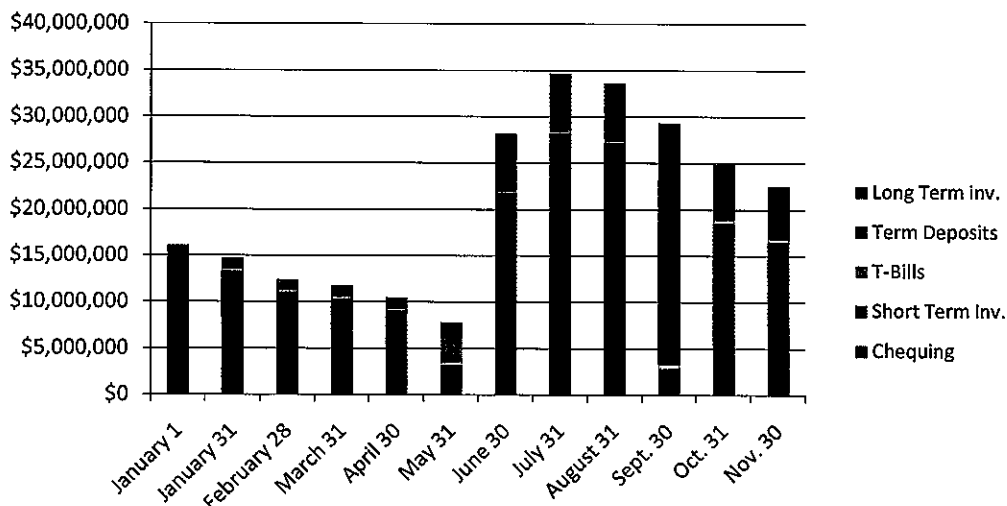
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Total investment revenues: received + yet to receive

\$ 298,037

## BALANCES IN THE VARIOUS ACCOUNTS JANUARY-NOVEMBER

	Chequing	Short Term Inv.	T-Bills	Term Deposits	Long Term inv.	Total
January 1	\$16,171,001	\$0	\$0	0	\$0	\$16,171,001
January 31	\$8,312,118	\$5,000,058	\$0	0	\$1,471,846	\$14,784,022
February 28	\$6,010,836	\$5,000,330	\$0	0	\$1,479,870	\$12,491,036
March 31	\$6,920,505	\$3,416,521	\$0	0	\$1,501,637	\$11,838,663
April 30	\$4,124,604	\$4,919,257	\$0	0	\$1,510,057	\$10,553,917
May 31	\$1,474,463	\$1,751,344	\$3,174,042	0	\$1,505,478	\$7,905,326
June 30	\$21,816,479	\$0	\$426,577	0	\$6,002,870	\$28,245,926
July 31	\$28,276,972	\$0	\$426,667	0	\$6,020,269	\$34,723,908
August 31	\$27,238,048	\$0	\$426,758	0	\$6,018,091	\$33,682,897
Sept. 30	\$2,978,244	\$0	\$426,845	20,000,000	\$6,028,318	\$29,433,407
Oct. 31	\$4,541,164	\$14,000,051	\$426,936	0	\$5,999,631	\$24,967,783
Nov. 30	\$7,538,298	\$9,000,000	\$427,024	0	\$5,620,830	\$22,586,153





Statement of Operations  
November 30, 2009

	2008	2009	Budget	Variance	%
	\$	\$	\$	\$	
<b>REVENUES</b>					
Property taxes	32,055,309	32,430,365	32,446,561	\$16,197	-0.05%
User fees and sales of goods	2,052,777	1,651,332	2,092,513	\$441,181	-21.08%
Government transfers	1,499,844	1,193,787	1,306,259	\$112,472	-8.61%
Investment income	836,363	204,004	651,067	\$447,063	-68.67%
Penalties and costs on taxes	137,938	112,391	100,000	(\$12,391)	12.39%
Licenses, permits and fines	79,959	227,758	68,550	(\$159,208)	232.25%
Rentals	30,849	23,454	27,650	\$4,196	-15.18%
Insurance Proceeds	1,430	2,412	0	(\$2,412)	
Development Levies	26,212	10,750	0	(\$10,750)	
Other	361,364	214,414	382,838	\$168,424	-43.99%
<b>Total Revenue</b>	<b>37,082,045</b>	<b>36,070,666</b>	<b>37,075,438</b>	<b>\$1,004,772</b>	<b>-2.71%</b>
<b>EXPENSES</b>					
Legislative	514,653	443,102	529,887	\$86,785	-16.38%
Administration	3,451,789	3,078,001	4,006,903	\$928,902	-23.18%
Protective services	2,605,194	1,110,278	1,537,966	\$427,688	-27.81%
Transportation	8,923,939	5,466,593	7,299,270	\$1,832,677	-25.11%
Environmental use and protection (water, sewer, solid waste disposal)	2,284,631	2,034,143	2,883,431	\$849,288	-29.45%
Public health and welfare (FCSS)	582,853	578,531	613,340	\$34,809	-5.68%
Planning, development, agriculture	1,516,272	1,622,528	1,780,231	\$157,703	-8.86%
Recreation and culture	1,084,144	1,200,606	1,199,205	(\$1,401)	0.12%
School requisitions	7,149,792	5,073,273	6,768,922	\$1,695,649	-25.05%
Lodge requisitions	627,268	568,212	568,212	\$0	0.00%
Non-TCA projects	930,610	976,621	2,472,002	\$1,495,381	-60.49%
<b>Total operating expenses</b>	<b>29,671,143</b>	<b>22,151,887</b>	<b>29,659,369</b>	<b>\$7,507,482</b>	<b>-25.31%</b>
<b>Excess (deficiency) before other</b>	<b>7,410,901</b>	<b>13,918,779</b>	<b>7,416,069</b>	<b>(\$6,502,710)</b>	<b>87.68%</b>
<b>Other revenue</b>					
Government transfers for capital	18,061,834	6,018,151	11,590,320	\$5,572,169	-48.08%
Other revenue for capital	42,710	0	40,000	\$40,000	-100.00%
Proceeds from sale of physical assets	217,186	227,825	0	(\$227,825)	
<b>Excess (deficiency) of revenue over expenses</b>	<b>25,732,631</b>	<b>20,164,754</b>	<b>19,046,389</b>	<b>(\$1,118,365)</b>	<b>5.87%</b>
<b>Capital asset acquisition</b>	<b>31,947,611</b>	<b>14,234,676</b>	<b>25,205,910</b>	<b>\$10,971,234</b>	<b>-43.53%</b>
<b>Total (funded by debt or reserves)</b>	<b>(6,214,980)</b>	<b>5,930,078</b>	<b>(6,159,521)</b>	<b>(\$12,089,599)</b>	<b>-196.27%</b>

Mackenzie County  
**Summary of All Units**  
November 30, 2009

	2008 Actual Total	2009 Actual Total	2009 Budget	\$ Budget Remaining	% Budget Remaining
<b>REVENUE</b>					
100-Taxation	\$31,797,954	\$32,225,767	\$32,254,691	\$28,924	0%
124-Frontage	\$182,200	\$204,598	\$180,021	(\$24,577)	-14%
125-Sewer connection fees	\$14,498	\$0	\$0	\$0	
420-Sales of goods and services	\$422,517	\$268,164	\$259,573	(\$8,591)	-3%
421-Sale of water - metered	\$1,275,655	\$1,070,285	\$1,386,969	\$316,684	23%
422-Sale of water - bulk	\$354,605	\$312,883	\$445,971	\$133,088	30%
424-Sale of land	\$37,784	\$24,763	\$84,000	\$59,237	71%
510-Penalties on taxes	\$137,938	\$112,391	\$100,000	(\$12,391)	-12%
511-Penalties of AR and utilities	\$34,485	\$21,367	\$43,338	\$21,971	51%
520-Licenses and permits	\$15,740	\$12,570	\$13,550	\$980	7%
521-Offsite levy	\$0	\$10,750	\$0	(\$10,750)	
522-Municipal reserve revenue	\$13,893	\$25,013	\$0	(\$25,013)	
526-Safety code permits	\$33,502	\$176,745	\$0	(\$176,745)	
525-Subdivision fees	\$27,840	\$37,015	\$45,000	\$7,985	18%
530-Fines	\$2,877	\$1,331	\$10,000	\$8,669	87%
531-Safety code fees	\$0	\$97	\$0	(\$97)	
550-Interest revenue	\$836,363	\$180,315	\$651,067	\$470,752	72%
551-Market value changes	\$0	\$23,689	\$0	(\$23,689)	
560-Rental and lease revenue	\$30,849	\$23,454	\$27,650	\$4,196	15%
570-Insurance proceeds	\$1,430	\$2,412	\$0	(\$2,412)	
590-Developers levy	\$26,212	\$0	\$0	\$0	
592-Well drilling revenue	\$38,442	\$15,493	\$77,000	\$61,507	80%
597-Other revenue	\$136,341	\$43,847	\$178,500	\$134,653	75%
598-Community aggregate payment levy	\$85,921	\$83,932	\$0	(\$83,932)	
840-Provincial grants	\$1,499,844	\$1,193,787	\$1,306,259	\$112,472	9%
990-Over/under tax collections	\$75,155	\$0	\$11,849	\$11,849	100%
<b>TOTAL REVENUE</b>	<b>\$37,082,045</b>	<b>\$36,070,666</b>	<b>\$37,075,438</b>	<b>\$1,004,772</b>	<b>3%</b>
<b>EXPENSES</b>					
110-Wages and salaries	\$5,279,400	\$3,655,174	\$4,693,931	\$1,038,757	22%
132-Benefits	\$843,459	\$665,310	\$710,306	\$44,996	6%
136-WCB contributions	\$98,222	\$31,815	\$37,730	\$5,915	16%
142-Recruiting	\$0	\$0	\$5,000	\$5,000	100%
150-Isolation cost	\$20,318	\$30,215	\$24,000	(\$6,215)	-26%
151-Honoraria	\$401,613	\$270,000	\$443,400	\$173,400	39%
152-Business expense - committee members	\$886	\$0	\$0	\$0	
211-Travel and subsistence	\$297,613	\$245,052	\$300,680	\$55,628	19%
212-Promotional expense	\$30,150	\$26,513	\$31,487	\$4,974	16%
214-Memberships and conference fees	\$80,730	\$80,243	\$96,078	\$15,835	16%
215-Freight	\$69,441	\$58,936	\$108,220	\$49,284	46%
216-Postage	\$32,290	\$37,829	\$26,370	(\$11,459)	-43%
217-Telephone	\$190,926	\$176,431	\$157,136	(\$19,295)	-12%
221-Advertising	\$48,556	\$45,853	\$52,152	\$6,299	12%
223-Subscriptions and publications	\$5,564	\$5,199	\$8,700	\$3,501	40%
231-Audit fee	\$53,130	\$35,282	\$54,356	\$19,074	35%
232-Legal fee	\$120,506	\$157,511	\$45,500	(\$112,011)	-246%
233-Engineering consulting	\$216,993	\$174,173	\$251,500	\$77,327	31%
234-Gravel hauling	\$269	\$0	\$0	\$0	
235-Professional fee	\$911,156	\$1,015,222	\$1,174,481	\$159,259	14%
236-Enhanced policing fee	\$123,797	\$61,565	\$131,250	\$69,685	53%
239-Training and education	\$59,738	\$26,964	\$90,322	\$63,358	70%
242-Computer programming	\$17,642	\$40,717	\$40,200	(\$517)	-1%
251-Repair & maintenance - bridges	\$207,716	\$10,494	\$178,000	\$167,506	94%
252-Repair & maintenance - buildings	\$118,781	\$79,716	\$177,945	\$98,229	55%
253-Repair & maintenance - equipment	\$216,212	\$185,388	\$225,350	\$39,962	18%

	2008 Actual	2009 Actual	2009	\$ Budget	% Budget
	Total	Total	Budget	Remaining	Remaining
255-Repair & maintenance - vehicles	\$115,095	\$88,202	\$117,400	\$29,198	25%
-Contract graders	\$643,585	\$154,302	\$238,000	\$83,698	35%
259-Repair & maintenance - structural	\$1,530,683	\$1,366,039	\$1,461,823	\$95,784	7%
261-Ice bridge construction	\$99,885	\$62,040	\$100,000	\$37,960	38%
262-Rental - building and land	\$97,424	\$101,320	\$91,225	(\$10,095)	-11%
263-Rental - vehicle and equipment	\$192,373	\$174,586	\$89,512	(\$85,074)	-95%
266-Communications	\$78,587	\$55,379	\$94,772	\$39,393	42%
267-AVL maintenance	\$65,002	\$4,239	\$5,569	\$1,330	24%
271-Licenses and permits	\$3,790	\$8,113	\$3,750	(\$4,363)	-116%
272-Damage claims	\$82	\$736	\$12,500	\$11,764	94%
273-Taxes	\$8,862	\$11,326	\$8,030	(\$3,296)	-41%
274-Insurance	\$210,204	\$143,248	\$228,550	\$85,302	37%
342-Assessor fees	\$208,837	\$180,256	\$233,180	\$52,924	23%
290-Election cost	\$150	\$0	\$1,800	\$1,800	100%
511-Goods and supplies	\$584,169	\$647,738	\$713,155	\$65,417	9%
512-Medical supplies	\$26,058	\$6,629	\$7,000	\$371	5%
521-Fuel and oil	\$721,185	\$418,028	\$535,647	\$117,619	22%
531-Chemicals and salt	\$219,797	\$156,740	\$337,300	\$180,560	54%
532-Dust control	\$468,825	\$390,791	\$525,000	\$134,209	26%
533-Grader blades	\$124,884	\$126,399	\$105,000	(\$21,399)	-20%
534-Gravel (apply; supply and apply)	\$2,506,115	\$859,267	\$1,673,500	\$814,233	49%
535-Gravel reclamation cost	\$4,800	\$47,190	\$50,000	\$2,810	6%
543-Natural gas	\$117,303	\$89,158	\$150,715	\$61,557	41%
544-Electrical power	\$333,927	\$378,233	\$403,540	\$25,307	6%
710-Grants to local governments	\$1,303,952	\$1,298,329	\$1,700,000	\$401,671	24%
735-Grants to other organizations	\$1,401,338	\$1,413,587	\$1,420,594	\$7,007	0%
747-School requisition	\$7,149,792	\$5,073,273	\$6,768,922	\$1,695,649	25%
750-Lodge requisition	\$627,268	\$568,212	\$568,212	\$0	0%
755-Operating allowance	\$64,500	\$0	\$0	\$0	
)-Interest and service charges	\$9,885	\$16,298	\$7,000	(\$9,298)	-133%
831-Interest - long term debt	\$302,126	\$197,026	\$387,077	\$190,051	49%
921-Bad debt expense	\$6,048	\$16,768	\$24,500	\$7,732	32%
922-Tax cancellation/write-off	\$61,758	\$6,214	\$60,000	\$53,786	90%
992-Cost of land sold	\$7,140	\$0	\$0	\$0	
<b>TOTAL</b>	<b>\$28,740,533</b>	<b>\$21,175,266</b>	<b>\$27,187,367</b>	<b>\$6,012,101</b>	<b>22%</b>
Non-TCA projects	\$930,610	\$976,621	\$2,472,002	\$1,495,381	60%
<b>TOTAL EXPENSES</b>	<b>\$29,671,143</b>	<b>\$22,151,887</b>	<b>\$29,659,369</b>	<b>\$7,507,482</b>	<b>25%</b>
<b>EXCESS (DEFICIENCY)</b>	<b>\$7,410,901</b>	<b>\$13,918,779</b>	<b>\$7,416,069</b>	<b>(\$6,502,709)</b>	<b>-88%</b>
<b>OTHER</b>					
830-Federal transfers for capital	\$397,871	\$0	\$1,105,318	\$1,105,318	100%
840-Provincial transfers for capital	\$17,663,963	\$6,018,151	\$10,485,002	\$4,466,851	43%
597-Other capital revenue	\$42,710	\$0	\$40,000	\$40,000	100%
630-Proceeds from sale of physical assets	\$217,186	\$227,825	\$0	(\$227,825)	
<b>EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES</b>	<b>\$25,732,631</b>	<b>\$20,164,754</b>	<b>\$19,046,389</b>	<b>(\$1,118,365)</b>	<b>-6%</b>
TCA projects	\$31,947,611	\$14,234,676	\$25,205,910	\$10,971,234	44%
<b>TOTAL (to be funded by debenture or serves)</b>	<b>(\$6,214,980)</b>	<b>\$5,930,078</b>	<b>(\$6,159,521)</b>	<b>(\$12,089,598)</b>	<b>196%</b>

Project Number	Project Description	Actual Costs prior to 2009	2009 Budget	2009 Costs up to Nov. 30	2009 Budget Remaining on Nov. 30
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Project Status
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**Administration Department**

6-12-30-01-xxx	Questica budget module		15,000	0	15,000	100%
6-12-30-03-xxx (CF'08)	La Crete office building	404,194	2,482,061	1,358,590	1,123,471	45%
6-12-30-04-xxx (CF'08)	Zama multi-use facility	0	2,760,323	267,717	2,492,606	90%
6-12-30-06-xxx (CF'08)	FV - Ford 9 passenger handivan	0	80,000	0	80,000	100%
6-12-30-07-xxx (CF'08)	Fort Vermilion - corporate office upgrade	0	1,000,000	11,700	988,300	99%
		404,194	6,337,384	1,638,007	4,699,377	74%
		<i>Total department 12</i>				

**Fire Department**

6-23-30-01-xxx	2009 Pumper Truck (Zama FD)		332,035	132,972	199,063	60%
6-23-30-03-xxx	Thermal Imagery Camera		8,752	7,880	872	10%
6-23-30-04-xxx	New Fire Hall / Public Works Building (Zama)		609,500	30,041	579,459	95%
6-23-30-05-xxx	Public Access Defibrillators		6,400	5,447	953	15%
		0	956,687	176,340	780,347	82%
		<i>Total department 23</i>				

Will get new quote (1st quote too expensive).
In progress. Utilities being worked on.
Council June 26, 2009: Budget increased from \$2,461,546 to \$2,760,323. Utilities: water/sewer done. Gas/electricity to be done. Supernet arranged. Concrete will be poured next weekend.
Grant has been approved (CIP - AB Lottery Fund). Awaiting formal grant document.
Being reviewed by the Building Committee.

Complete
Purchased. Project complete.
Is tendered. Tender opening on October 13, 2009.
Purchased. Are at FV hockey arena, and LC hockey arena.

Project Number	Project Description	Actual Costs prior to 2009	2009 Budget	2009 Costs up to Nov. 30	2009 Budget Remaining on Nov. 30
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Project Status
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**Transportation Department**

6-32-30-01-xxx (CF08)	La Crete 98th Ave - Urban Standard	94,126	3,605,874	3,448,005	157,869	4%	Substantially complete except for utilities.
6-32-30-02-xxx	Wolfe Lake Road & Water Point		500,000	27,811	472,189	94%	In the planning stage. Will likely be done in 2010.
6-32-30-03-xxx (CF08)	FV: 47th & 49th Ave (50m), drainage, pavement	331,376	844,283	721,023	123,260	15%	Substantially complete except landscaping.
6-32-30-04-xxx	Road Construction Requests (South)		100,000	77,556	22,444	22%	Substantially complete. Awaiting invoice.
6-32-30-07-xxx	Public Works Shop Construction (relocate to WTP site) (La Crete)		700,000	633,707	66,293	9%	Contract has been awarded to Square "D" Carpentry. Under construction. 30% complete.
6-32-30-08-xxx	Backhoe (La Crete)		60,000	73,959	-13,959	-23%	Complete
6-32-30-09-xxx	Exmark Mower (La Crete)		10,300	10,113	187	2%	Complete
6-32-30-10-xxx	30HP Compact Tractor (La Crete)		28,000	23,989	4,011	14%	Complete
6-32-30-11-xxx	Grader Replacement (La Crete)		350,000	350,565	-565	0%	Complete
6-32-30-12-xxx (CF08)	Street lighting for dark spots in hamlets (LC)	79,006	53,446	58,027	-4,581	-9%	Complete
6-32-30-13-xxx	Pressure Washer (La Crete)		11,700	11,362	338	3%	Complete
6-32-30-14-xxx	Tolko Road Rehabilitation (East of High Level)		200,000	24,186	175,814	88%	In progress lay out is under way. Work partly to be CF.
6-32-30-15-xxx	Road Construction Requests (North)		100,000	30,903	69,097	69%	
6-32-30-16-xxx (CF08)	LC 102 Str & 92 Ave curb, gutter & sidewalk	1,623,313	226,686	84,121	142,565	63%	Completed
6-32-30-17-xxx	Lawn Tractor (Fort Vermillion)		15,000	18,336	-3,336	-22%	Completed
6-32-30-18-xxx (CF08)	Zama Bearspaw Crescent	491,894	50,000	774	49,226	98%	Some additional clean up is required and the lines need to be painted.
6-32-30-20-xxx	River Road (Fort Vermillion)		1,071,669	739,158	332,511	31%	Council June 26, 2009: budget increased from \$1,000,000 to \$1,071,669. In progress. Some change orders were done.
6-32-30-21-xxx	Rotary Vehicle Lift (Fort Vermillion)		17,165	19,510	-2,345	-14%	Complete
6-32-30-22-xxx	Welding Hood and Make Up Air Unit (Fort Vermillion)		5,000	0	5,000	100%	In progress
6-32-30-23-xxx	Angle Broom (Zama)		10,000	13,900	-3,900	-39%	Purchased.
6-32-30-24-xxx	New grader addition (Zama)		395,315	390,655	4,660	1%	Complete

Project Number	Project Description	Actual Costs prior to 2009	2009 Budget	2009 Costs up to Nov. 30	2009 Budget Remaining on Nov. 30
6-32-30-25-xxx	Fort Vermillion - Fuel Tank Purchase		5,500	6,994	-1,494 -27%
6-32-30-29-xxx (CF'08)	Apache Road - pull out area		50,000	0	50,000 100%
6-32-30-39-xxx (CF'08)	Zama Aspen Drive improvements	1,196,692	80,108	31,217	48,891 61%
6-32-30-57-xxx (CF'08)	Heliport Road	793,784	50,000	44,522	5,478 11%
6-32-30-61-xxx (CF'08)	Hwy 697 drainage (Buffalo Head)	15,176	84,824	6,920	77,904 92%
6-32-30-64-xxx (CF'08)	FV 45th Str from River Rd to 46 Ave incl. Mackenzie Housing storm water	2,987,947	52,053	79,720	-27,667 -53%
6-32-30-66-xxx (CF'08)	Road construction - SE 12 104 16 W5	44,350	5,650	0	5,650 100%
6-32-30-67-xxx (CF'08)	LC North (100th Str) - 2 miles road reconstruction	340,383	259,617	175,704	83,913 32%
6-32-30-71-xxx (CF'08)	Rocky Lane Road Reconstruction	0	400,000	130,760	269,240 67%
6-32-30-75-xxx (CF'08)	AJA Friesen Road Reconstruction	259,197	440,803	175,276	265,527 60%
6-32-30-76-xxx (CF'08)	Boyer River Bridge BF75877	32,191	345,000	285,876	59,124 17%
6-32-30-77-xxx (CF'08)	Adair Creek (Zama) BF86211	14,814	485,500	433,469	52,031 11%
6-32-30-78-xxx	LC 100th Ave Reconstruction - CAMRIF (BCF)	0	878,645	51,598	827,047 94%
<i>Total department 32</i>		8,304,248	11,492,138	8,179,716	3,312,422 29%

Project Status
Complete
Still negotiating.
Complete
Complete
On hold
Complete
Complete
Complete. Awaiting final invoice.
In progress. Soil cement was applied and seal coat to be done.
In progress. Ready for inspection in October. Awaiting invoices.
Completed
Complete
New project, Council decision June 26, 2009. In progress.



Project Number	Project Description	Actual Costs prior to 2009	2009 Budget	2009 Costs up to Nov. 30	2009 Budget Remaining, on Nov. 30
6-41-30-01-xxx (CF08)	Regional SCADA	539,067	196,292	131,102	67,190 34%
6-41-30-02-xxx (CF08)	Zama Water Treatment System	11,247,433	2,624,356	2,603,606	20,750 1%
6-41-30-03-xxx	Paving of Raw Water Truck Fill Access: Sub Grade Prep and Pavement (La Crete)		20,000	0	20,000 100%
6-41-30-04-xxx (CF08)	La Crete Water Treatment System	9,854,038	72,901	12,033	60,868 83%
6-41-30-05-xxx (CF08)	FV Lifestation & WTP Structure Upgrade	407,888	192,112	47,354	144,758 75%
6-41-30-06-xxx	Transfer Switch at Raw Water Wells - Zama		25,000	0	25,000 100%
6-41-30-07-xxx	Raw Water Truck Fill - Zama		100,000	0	100,000 100%
6-41-30-08-xxx (CF08)	FV: Water Line Extensions (along River Rd & 50th Str)	3,261	496,739	283,633	213,106 43%
6-41-30-09-xxx	Treated Water Truck Fill - La Crete		250,000	0	250,000 100%
6-41-30-10-xxx	Water Wells Improvements - Zama		100,000	64,506	35,494 35%
6-41-30-11-xxx	Water Wells Improvements - La Crete		170,000	36,936	133,064 78%
6-41-30-12-xxx	New Fire Hydrants in the Hamlets of La Crete and Fort Vermillion		37,401	17,119	20,282 54%
6-41-30-13-xxx	La Crete Water Trunk Line Extension		25,000	49,893	-24,893 -100%
<i>Total department 41</i>		22,051,687	4,311,801	3,246,182	1,065,619 25%

**Water Treatment & Distribution Department**

Project Status
Complete. Awaiting final invoices.
Complete. Awaiting final invoices. Will request AB Transportation for reimbursement of budget overages.
On hold. Work probably to be done in 2010.
Awaiting final inspection
Complete
Complete. Awaiting final invoice.
In progress.
Design is complete and ready for construction.
Estimate received \$100,000.
Complete
In the planning stage
La Crete: Not started. Fort Vermillion: Complete.
In progress

Project Number	Project Description	Actual Costs prior to 2009	2009 Budget	2009 Costs up to Nov. 30	2009 Budget Remaining on Nov. 30
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Project Status

**Sewer Treatment and Disposal Department**

6-42-30-01-xxx (CF'08)	Zama Waste Water upgrade - Phase II	4,095,634	539,388	106,392	432,996 80%
		4,095,634	539,388	106,392	432,996 80%

Final inspection done mid-September.

**Solid Waste Disposal**

6-43-30-01-xxx	WTS Fencing Fort Vermillion		35,000	383	34,617 99%
6-43-30-02-xxx	Bin Replacement		40,000	39,127	873 2%
	<i>Total department 43</i>	0	75,000	39,510	35,490 47%

In progress. Quite received (\$10,000).  
Complete

**Planning & Development Department**

6-61-30-03-xxxx	Surveying Equipment		12,384	0	12,384 100%
	<i>Total department 61</i>	0	12,384	0	12,384 100%

Researching options.

**Agricultural Services Department**

6-63-30-01-xxx	Blue Hills Storm Water Control & 103-2 rd		500,000	280,526	219,474 44%
6-63-30-51-xxx (CF'08)	Fort Vermillion South Drainage Phase II (West of 88)	326,807	103,195	95,172	8,023 8%
6-63-30-52-xxx (CF'08)	Blue Hills Drainage Study	0	10,105	0	10,105 100%
6-63-30-58-xxx (CF'08)	Blue Hills Drainage	85,730	87,009	160,755	-73,746 -85%
	<i>Total department 63</i>	412,537	700,309	536,453	163,856 23%

103 -2 road commenced this fall.  
Complete  
Will remain status quo for now.  
Complete

Project Number	Project Description	Actual Costs prior to 2009	2009 Budget	2009 Costs up to Nov. 30	2009 Budget Remaining on Nov. 30
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Project Status
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**Recreation Department**

6-71-30-01-xxx	Fort Vermillion Arena - Dressing Rooms		375,000	0	375,000	100%
6-71-30-02-xxx	Fort Vermillion - New Zamboni		75,000	75,000	0	0%
6-71-30-03-xxx	La Crete Arena - New Boards		70,000	70,000	0	0%
<i>Total department 63</i>		0	520,000	145,000	375,000	72%

Recreation Board applied for grant. Awaits approval. County's portion is 50% is \$375,000.
Complete
Complete

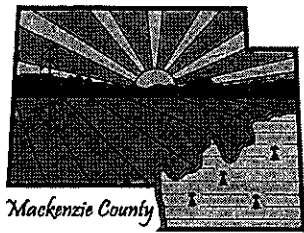
**Parks & Playgrounds Department**

6-72-30-01-xxx	Machesis Lake Playground Additions: playground equipment & preparation		23,000	5,888	17,112	74%
6-72-30-02-xxx	Dock Improvements		100,000	101,537	-1,537	-2%
6-72-30-03-xxx	Water Spray Park (Fort Vermillion)		80,000	0	80,000	100%
6-72-30-07-xxx	Parks Vehicle: 2008 Sprinter 3500		57,820	59,651	-1,831	-3%
<i>Total department 72</i>		0	260,820	167,076	93,744	36%

Received approval from Provincial Parks. Work in progress.
Complete
To be done in 2010
Complete

TOTAL 2009 TCA Projects	35,268,301	25,205,911	14,234,676	10,971,235	44%
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# MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>December 8, 2009</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Director of Corporate Services</b>
<b>Title:</b>	<b>Utilities – System Estimates</b>

**BACKGROUND / PROPOSAL:**

The County engages ATCO services for reading the County's water meters.

Some accounts are being read manually in each Hamlet and some meters that are not accessible from the outside are read by property owners and submitted to the County.

If a meter read is not received via ATCO or a property owner, or through a manual read performed by a Utilities Officer, a system generated estimate is charged to an active utility account.

**OPTIONS & BENEFITS:**

During a spot-check administrative review, it was discovered that no review of the system estimated reads was done for over a year for the County utility accounts. As a result, there are a number of accounts that have been system estimating in excess of one year.

Based on request from the Finance Department, the County's utility officers obtained actual reads, while configuring and repairing some meters, adding some meters to our routine manual read lists, and resubmitting some for ATCO reads to ATCO.

While the majority of the actual reads were not substantially different from the system estimated reads, there are a few residential accounts that will have a substantial water bill due to the actual read being much higher then estimated.

**Author:** J. Whittleton      **Reviewed By:** \_\_\_\_\_ **CAO** 

Administration recommends allowing a ratepayer with an outstanding balance in excess of \$250.00 to enter into a payment plan agreement for a time period not to exceed the period of their account's system estimated reads. In this case, the total outstanding amount may be transferred to taxes and the pre-payment amounts will be paid as preauthorized tax amounts. This is recommended in order to avoid having a large amount on a utility account outstanding since a property may be sold (the County will not be able to transfer outstanding utilities to a tax roll after a land transfer title is processed and since not everyone requests a tax certificate while selling/purchasing a property). This will not be applicable to rental properties.

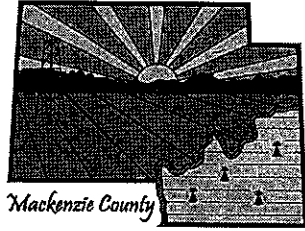
We have 15 accounts from the Hamlets of Fort Vermilion and La Crete (Zama's figures are pending).with outstanding balances in excess of \$250.00. Please note that there are some accounts that will be receiving a credit in some cases in excess of \$250.00

**COSTS & SOURCE OF FUNDING:**

2009 Operating Budget

**RECOMMENDED ACTION:**

That administration be authorized to enter into a payment plan with residents upon request for outstanding utilities in excess of \$250.00, generated due to the lengthy system estimates, for a period of time not to exceed an account's system estimated reads period in which case the outstanding amount shall be transferred to taxes.



# MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>December 8, 2009</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Director of Corporate Services</b>
<b>Title:</b>	<b>Tax Write-off – Tax Rolls 179207 and 179208</b>

**BACKGROUND / PROPOSAL:**

Property taxes for tax rolls 179207 and 179208 (Lots A & B, Plan 3164TR) were being paid by the North Peace Tribal Council.

The North Peace Tribal Council determined that they are not responsible for property taxes in Meander River. Taxes are now outstanding for 2007, 2008 and 2009 for both locations as it could not be determined who was responsible for payment.

**OPTIONS & BENEFITS:**

A letter was received dated September 8, 2009 notifying us that “the Department of Indian and Northern Affairs, Government of Canada has no interest or ownership in the buildings located on the two noted lots”, namely Lots A & B, Plan 3164TR (Tax Rolls 179207 and 179208).

The lease expired in 1995. The letter further states that “the Dene Tha First Nation has entered into negotiations with the province to acquire the land where the buildings are situated.”

**COSTS & SOURCE OF FUNDING:**

2009 Operating Budget - Property Tax Write-offs.

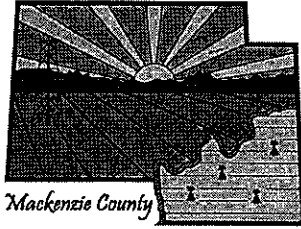
**RECOMMENDED ACTION:**

That the property taxes in the amount of \$4,795.52 for tax roll 179207 and \$21.37 for tax roll 179208 be written off and that both rolls be made inactive.

Author: J. Whittleton Reviewed By: \_\_\_\_\_ CAO 







## MACKENZIE COUNTY REQUEST FOR DECISION

**Meeting:** Regular Council Meeting

**Meeting Date:** December 8, 2009

**Presented By:** Joulia Whittleton, Director of Corporate Services

**Title:** Tax Write-off – Tax Roll 077121

**BACKGROUND / PROPOSAL:**

The resident located at stall 9 Footner Drive (High Level Airport properties) moved off the site in early 2007 without advising the County and moved out of the Region. The building owner subsequently declared bankruptcy with the assets seized and sold.

A claim of \$893.61 was submitted by the County which was the amount outstanding at the Declaration of Bankruptcy date (January 14, 2008).

As there was no notice given that the site was vacated, assessments were prepared for the tax years 2007 and 2008 even though no improvements remained on the property.

**OPTIONS & BENEFITS:**

We have now received a Status of Bankrupt's Discharge together with a payment of \$848.93.

An outstanding balance of \$2,454.41 remains which is comprised of:

Year	Description	Amount	Total
	Unpaid balance related to years prior to 2007	44.68	44.68
2007	Tax Levy	854.33	899.01
2007	6% Penalty	51.26	950.27
2008	12% Penalty	215.90	1,166.17
2008	Tax Levy	881.42	2,047.59
2008	6% Penalty	52.89	2,100.48
2009	12% Penalty	353.93	2,454.41

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

There was no levy in 2009 as the property inspection revealed no improvement/building on the property.

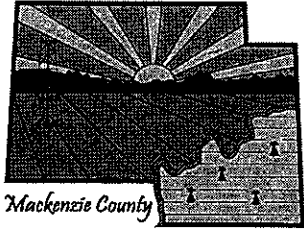
**COSTS & SOURCE OF FUNDING:**

2009 Operating Budget – Tax Write-off

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

That the property taxes and penalties totaling \$2,100.48 for roll 077121 located at Stall 9 Footner Drive be written off and that administration be authorized to void the 2009 penalty of \$353.93.

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



# MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>December 8, 2009</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Director of Corporate Services</b>
<b>Title:</b>	<b>Tax Write-off – Tax Roll 192325</b>

**BACKGROUND / PROPOSAL:**

Tax notices and penalty letters have been sent out regularly with no mail returned for tax roll 192325 (MLL820060 located on SE 5-116-22-W5M by Meander River).

Property taxes of \$4,654.09 including penalties are outstanding for this tax roll.

Alberta Sustainable Resources Development (SRD) wrote a letter to the MLL holder on March 18, 2009 advising that unless the rental arrears of \$4,986.14 are paid within 30 days the disposition would be cancelled. We were advised by Alberta SRD that the MLL820060 located on SE 5-116-22-W5M by Meander River has been cancelled retroactive to June 10, 2002.


**OPTIONS & BENEFITS:**

There are buildings on the property but cannot determine whether there would be anything that the County could seize in payment of property taxes if a Distress Warrant was issued.

The County could issue a Distress Warrant but would have to place on the warrant what they would want to be seized, or the County could write off the property taxes and inactivate the roll.

**COSTS & SOURCE OF FUNDING:**

2009 Operating Budget – Tax Write-off

Author: J. Whittleton Reviewed By: \_\_\_\_\_ CAO 

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

That the property taxes and arrears of \$3,521.46 for tax roll 192325 be written off, and that administration be authorized to void 2009 penalties of \$422.58 and \$40.19.

Author: J. Whittleton Reviewed By: CAO

March 18, 2009

General Delivery  
Meander River, Alberta  
T0H 2P0

Dear Sir

**RE: Miscellaneous Lease No. MLL 820060 (Expired June 10, 2002)  
SE 5-116-22-W5M (2.75 acres)  
Balance owing as of March 19, 2009 \$4,992.60 (includes \$2,111.56)**

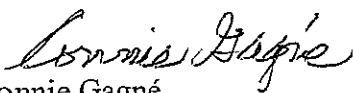
Pursuant to Section 27 (2) of the Public Lands Act, notice is hereby given that it is the department's intention to cancel the above disposition 30 days from the date of this letter for non-payment of the arrears on your account.

Please remit payment of \$4,986.14 to the Minister of Finance, Province of Alberta. Interest will continue to accumulate at \$0.81 per day on the unpaid balance.

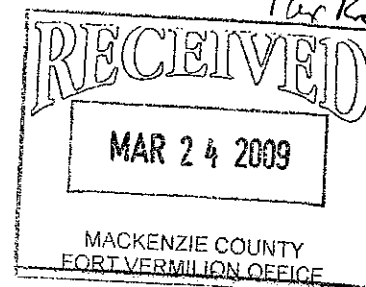
There are also outstanding taxes of \$3,944.04 owing to Mackenzie County on this disposition. Please contact the Taxation Officer, McKenzie County, Fort Vermilion, Alberta at 780-927-3718 for information regarding payment of the taxes.

If you have any questions or concerns, please call Linda Jansman at (780) 415-4692.

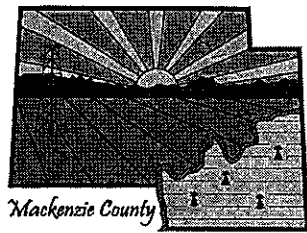
Sincerely,

  
Connie Gagné  
Disposition Services Section

cc: High Level, Land Use  
cc: Mackenzie County  
Attention: Taxation Department







# MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>December 8, 2009</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Director of Corporate Services</b>
<b>Title:</b>	<b>Tax Write-off – Tax Roll 313862</b>

**BACKGROUND / PROPOSAL:**

Resident of Stall 9, 10306 – 101 Street (tax roll 313862) moved off the lot in October 2008 leaving no forwarding address. Attempts were made to determine their whereabouts with no success.

**OPTIONS & BENEFITS:**

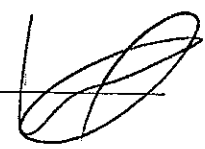
Taxes of \$217.52 were outstanding for 2008 and penalties of \$13.05 and \$27.67 have been levied. The location of the trailer is unknown so a lien is not feasible.

**COSTS & SOURCE OF FUNDING:**

2009 Operating Budget – Tax Write-offs

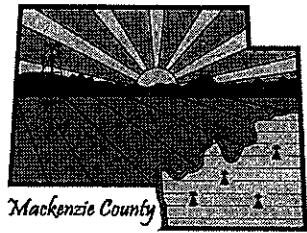
**RECOMMENDED ACTION:** (requires 2/3)

That the property tax and penalty for Stall 9, 10306 – 101 Street (in the Hamlet of La Crete) in the amount of \$230.57 for tax roll 313862 be written off and administration be authorized to void the 2009 penalty in the amount of \$27.67.

Author: J. Whittleton Reviewed By: \_\_\_\_\_ CAO 







# MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>December 8, 2009</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Director of Corporate Services</b>
<b>Title:</b>	<b>Tax Write-Off – Tax Roll 411154</b>

**BACKGROUND / PROPOSAL:**

The property under tax roll 411154 was assessed for a well under the ERCB in the amount of \$3,680 in 2007, \$6,240 in 2008, and \$6,720 in 2009.

A payment was received for the 2007 levy in 2008 by way of a cheque which was subsequently returned for "Insufficient Funds".

There have been numerous attempts to contact the property owner by County representatives. The County's mailed correspondence has been returned stamped "Address Unknown".

Municipal Affairs advised that the well has been abandoned and that there will be no further assessment for this tax roll.

**OPTIONS & BENEFITS:**

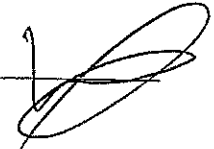
Administration recommends writing off the \$183.55 outstanding balance and \$28.69 penalties on the tax roll 411154.

**COSTS & SOURCE OF FUNDING:**

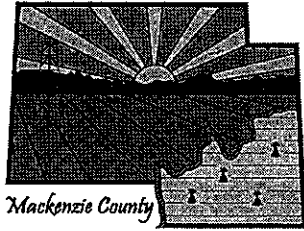
2009 Operating Budget - Tax Cancellation/Write-offs

**RECOMMENDED ACTION:**

That the \$183.55 in tax arrears and \$28.69 in penalties for tax roll 411154 be written off.

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





# MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>December 8, 2009</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Director of Corporate Services</b>
<b>Title:</b>	<b>Tax Write-Off – Tax Roll 313858</b>

### BACKGROUND / PROPOSAL:

Resident of Stall 1, 10306 – 101 Street (tax roll 313858) moved out of the mobile home in October 2008.

The vacant trailer was sitting on the lot which was therefore assessed for the 2009 tax year and taxes of \$181.55 were levied with a further penalty of \$10.89.

### OPTIONS & BENEFITS:

We were advised on November 2<sup>nd</sup> by the Mobile Home Park owner that a different trailer was moved on to Stall 1 on August 1, 2009.

As this is a mobile home park, the property taxes were prorated which results in the new occupant liable for 5/12 (\$75.65) of the annual tax levy for 2009. This leaves an outstanding amount of \$105.90 plus the penalty of \$10.89 that was levied in July 2009.

### COSTS & SOURCE OF FUNDING:

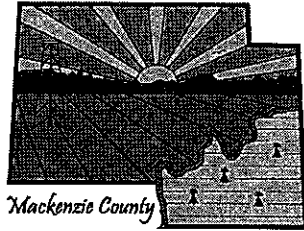
2009 Operating Budget – Tax Write-offs

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

That the property taxes of \$105.90 for tax roll 313858 be written off and administration be authorized to void the penalty of \$10.89 for Stall 1, 10306 – 101 Street in the Hamlet of La Crete.

Author: J. Whittleton Reviewed By: \_\_\_\_\_ CAO \_\_\_\_\_





# MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>December 8, 2009</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Director of Corporate Services</b>
<b>Title:</b>	<b>2010 Operating Budget</b>

**BACKGROUND / PROPOSAL:**

S. 242, MGA states:

- (1) Each council must adopt an operating budget for each calendar year.
- (2) A Council may adopt an interim operating budget for part of a calendar year.
- (3) An interim operating budget for a part of a calendar year ceases to have any effect when the operating budget for that calendar year is adopted.

**OPTIONS & BENEFITS:**

Council reviewed the proposed 2009 operating and capital budgets at its October 28, November 27 and December 7 meetings.

**COSTS & SOURCE OF FUNDING:**

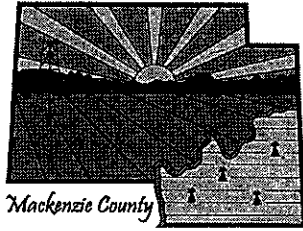
NA

**RECOMMENDED ACTION:**

That an interim 2010 operating budget be approved in the amount of 50% of the 2009 operating budget.

Author: J. Whittleton Reviewed By: \_\_\_\_\_ CAO 





# MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>December 8, 2009</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Director of Corporate Services</b>
<b>Title:</b>	<b>Mighty Peace Tourist Association Membership</b>

**BACKGROUND / PROPOSAL:**

The Mighty Peace Tourist Association (MPTA) representatives attended the November 25, 2009 Council meeting.

**OPTIONS & BENEFITS:**

The MPTA requests a decision from Council regarding the continuation of the County's membership.

Please see the MPTA financial statement attached.

**COSTS & SOURCE OF FUNDING:**

If the membership is approved for continuation, the 2010 operating budget will include \$15,000 for the County's membership fee.

**RECOMMENDED ACTION:**

For discussion.

Author: J. Whittleton

Reviewed By: \_\_\_\_\_

CAO



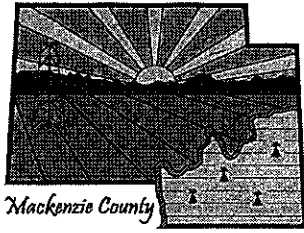


**Mighty Peace Tourist Association**  
**Budget 2009**  
**Comparison to October 31, 2009**

	2007 Actual	2008 Actual	2009 Budget	2009 Actual to October	Difference	Percent
<b>Revenues</b>						
Municipal Memberships	40,553	40,631	47,330	47,330	0	100.0%
Other Memberships	5,000	4,376	5,026	4,725	301	94.0%
Merchandise	400	55	250	8	242	3.2%
Visitor's Guide 2007/2010	15,000	0	0	0	0	0.0%
Visitor's Guide 2008	12,000	30,205	0	0	0	0.0%
Visitor's Guide 2009	0	5,757	18,000	17,810	190	98.9%
Advertising	500	1,000	1,500	0	1,500	0.0%
Project Revenue	1,600	0	2,600	4,021	-1,421	154.7%
DMF Revenue	0	0	0	0	0	0.0%
TDR Revenue	0	5,869	4,500	2,672	1,828	59.4%
Gov't Grant	20,000	0	0	0	0	0.0%
Miscellaneous	0	19	0	0	0	0.0%
<b>Total General Revenue</b>	<b>95,053</b>	<b>87,912</b>	<b>79,206</b>	<b>76,566</b>	<b>2,640</b>	<b>96.67%</b>
<b>Marketing Income</b>						
Partnership Marketing	7,500	48,854	30,000	21,069	8,931	70.2%
Municipal Membership Marketing	10,087	10,158	9,466	9,466	0	100.0%
<b>Total Marketing Income</b>	<b>17,587</b>	<b>59,012</b>	<b>39,466</b>	<b>30,535</b>	<b>8,931</b>	<b>170.2%</b>
<b>TOTAL REVENUE</b>	<b>112,640</b>	<b>146,924</b>	<b>118,672</b>	<b>107,101</b>	<b>11,571</b>	<b>90.2%</b>
<b>Expenditures</b>						
Bank Charges	250	155	200	223	-23	111.5%
Fixed Assets (Computer)	500	0	500	0	500	0.0%
Merchandise Purchase	400	26	250	60	190	24.0%
MMSA Contract	6,000	6,000	6,000	5,000	1,000	83.3%
Office Expenses - general	1,000	579	600	738	-138	123.0%
Office Expenses - Insurance	900	916	1,000	916	84	91.6%
Postage & Freight	2,000	1,203	1,300	1,234	67	94.9%
Professional Fees (accountant)	1,000	1,575	1,500	2,100	-600	140.0%
Salary - Contract (inc EI, CPP, WCB)	38,220	44,943	45,000	37,502	7,499	83.3%
Professional Development	500	168	0	35	-35	0.0%
Telephone/Fax	2,000	1,788	1,800	1,381	419	76.7%
Travel	12,000	8,768	7,000	2,337	4,663	33.4%
Visitor Guide	16,000	9,755	15,000	12,079	2,921	80.5%
Repairs & Maintenance	200	0	200	212	-12	106.0%
Conference/Seminar	750	474	0	0	0	0.0%
Annual Meeting	200	300	350	236	114	67.4%
Public Relations	200	31	0	-1	1	0.0%
Membership Fees	150	267	0	0	0	0.0%
Recruitment	250	0	0	0	0	0.0%
Workshops/Board Meetings	200	234	400	0	400	0.0%
Miscellaneous	0	99	50	0	50	0.0%
Project Expenses	0	0	0	10,083	-10,083	0.0%
DMF Expenses	0	8,622	500	0	500	0.0%
Tourism Kiosk	1,600	0	500	0	500	0.0%
<b>Total General Expenditures</b>	<b>84,320</b>	<b>85,902</b>	<b>82,150</b>	<b>74,134</b>	<b>8,016</b>	<b>90.2%</b>
<b>Marketing Expenses</b>						
Advertising	6,000	1,584	1,200	1,608	-408	134.0%
Equipment/displays	2,250	0	0	10	-10	0.0%
Trade Shows	4,000	1,997	2,000	2,711	-711	135.6%
Promotions	500	0	0	0	0	0.0%
Internet/Website	1,000	441	500	47	453	9.4%
Marketing	2,000	9	0	130	-130	0.0%
Partnership Marketing	7,500	49,981	30,000	26,080	3,920	86.9%
<b>Total Marketing Expenses</b>	<b>23,250</b>	<b>54,012</b>	<b>33,700</b>	<b>30,586</b>	<b>3,114</b>	<b>90.8%</b>
<b>TOTAL EXPENDITURES</b>	<b>107,570</b>	<b>139,914</b>	<b>115,850</b>	<b>104,720</b>	<b>11,130</b>	<b>90.4%</b>

Project Revenues & Expenses are for the Wide Open Roads Project





# MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>December 8, 2009</b>
<b>Presented By:</b>	<b>William Kostiw, Chief Administrative Officer</b>
<b>Title:</b>	<b>Appointment of Members at Large to County Boards/Committees</b>

### BACKGROUND / PROPOSAL:

Vacancies remain on the following Council Boards/Committees:

- Assessment Review Board (one member)
- Mackenzie Housing Management Board (one member from Fort Vermilion area)
- Mackenzie Library Board (one member)

Positions were advertised and the following applications were received:

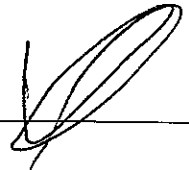
- Peter Wieler
  - Mackenzie Housing Management Board
- Dawn Moberly
  - Mackenzie Library Board
  - Mackenzie Housing Management Board
  - Assessment Review Board

### OPTIONS & BENEFITS:

### COSTS & SOURCE OF FUNDING:

### RECOMMENDED ACTION:

Appointments to be made by Council to the various Boards and Committees.

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



Peter Wieler  
Box 241  
Fort Vermilion Ab.  
TOH-INO

Re: Mackenzie Housing Management Board

To: Whom it may concern

Dear: Sir or Madam

I wish to let my name stand as a board member of the Mackenzie Housing Management Board.

I believe that the past experience and postions on various boards, would be an asset to the above.

I recieved my grade school education in Manitoba. Moved to Fort Vermilion in 1969.

1970- 71 Agriculture Course with Fairview College.

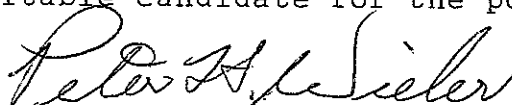
1972- 74 Worked as a carpentar and supervising a crew of 43 men at the Fort Vermilion bridge.

1977- 92 As a School Board Trustee, and Board Chairmen.  
Zone Chairman  
Labour Relations Chairman

1997- 2003 Board Member and President of the North Peace Applied Research at Fort Vermilion.

2005 to present Director at the La Crete Co-op.  
Various responsibilities at the local church.  
I am a semi retired farmer.

I hope you can find a suitable candidate for the postion.

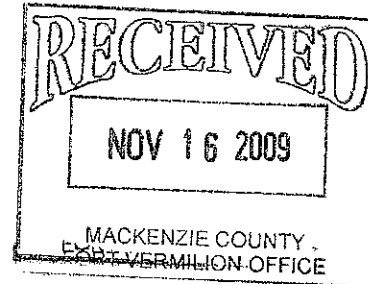
  
Yours truly

Peter Wieler

Dawn Emily Moberly  
Box 528, 4806 46 Avenue  
Fort Vermilion, Alberta T0H 1N0  
(780) 927-4318

Monday, November 16, 2009

Carol Gabriel, Executive Assistant  
MacKenzie County No. 23  
P.O. Box 640  
Fort Vermilion, Alberta T0H 1N0



Dear Madam:

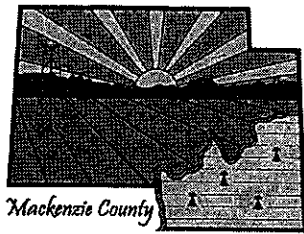
I am writing to as an application for board positions within MacKenzie County. I resided in the County since my birth in 1973. I have sat of numerous volunteer boards in Fort Vermilion, in the capacity of President, Vice President, Director and Secretary. I sat on Fort Vermilion Community Library, Wildrose Native Women's, Northern Lakes College Board and Fort Vermilion Fire Department.

I have experienced chairing a meeting, taking minutes, time management, making budget proposals, oversee operations for the different organizations. I also am a NAIT graduate of Business Administration-Management Studies. I have a reliable vehicle and current drivers licence. I wanted to be involved more within my community since I plan on living my entire life in Fort Vermilion.

I would like to be considered for all three boards looking for individuals: MacKenzie Library Board, MacKenzie Housing Management Board and the Assessment Review Board.

Yours truly,

Dawn Emily Moberly



# MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>December 8, 2009</b>
<b>Presented By:</b>	<b>William Kostiw, Chief Administrative Officer</b>
<b>Title:</b>	<b>La Crete Agricultural Society – Request for Letter of Support</b>

**BACKGROUND / PROPOSAL:**

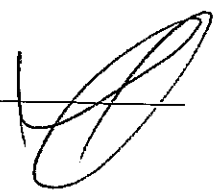
See attached request from the La Crete Agricultural Society for a letter supporting their funding application for their Village Paint Project.

**OPTIONS & BENEFITS:**

**COSTS & SOURCE OF FUNDING:**

**RECOMMENDED ACTION:**

That a letter of support be provided to the La Crete Agricultural Society for their Village Paint Project.

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





## Carol Gabriel

---

**From:** La Crete Agricultural Society [lcagric@telus.net]  
**ant:** Monday, November 30, 2009 4:42 PM  
**To:** Carol Gabriel  
**Subject:** Support letter

Hi Carol:

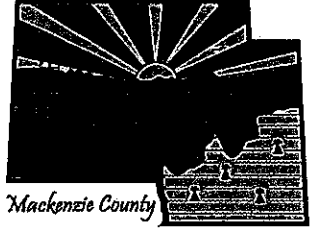
We are seeking another support letter from the Mackenzie County. The La Crete Agricultural Society has agreed to partner with the La Crete Youth Activity Centre and so we are likely getting some youth workers for the summer of 2010. In order to provide them with employment we are seeking grant funding for our museum projects. The project that we are seeking the support letter for is the "Village Paint Project". We hope to get funding to paint seven of our local heritage buildings in the La Crete Mennonite Heritage Village.

Thank you.

Sincerely:

Susan Siemens





# MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>December 8, 2009</b>
<b>Presented By:</b>	<b>John Klassen, Director of Operations – South</b>
<b>Title:</b>	<b>Recreational Area Policy ADM040</b>

**BACKGROUND / PROPOSAL:**

The Recreational Area Policy ADM040 was taken to the last Parks and Recreation Committee meeting on November 25, 2009; and was revised to reflect current designations/operational authorities and include additional recreational areas. Please see attached policy for review.

**OPTIONS & BENEFITS:**

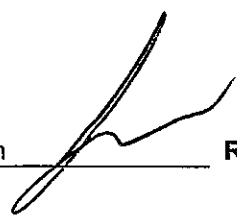
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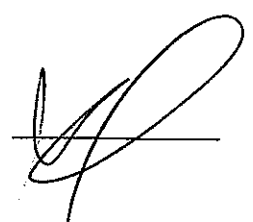
**COSTS & SOURCE OF FUNDING:**

N/A

**RECOMMENDED ACTION:**

That the Recreational Area Policy ADM040 be adopted as presented.

Author: C. Friesen 

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



## Mackenzie County

<b>Title</b>	<b>Mackenzie County Recreational Area Policy</b>	<b>Policy No:</b>	<b>ADM040</b>
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<p><b>Purpose</b></p> <p>To identify County Recreational Areas. To properly classify all County and/or Partnership Recreational Areas, based on area usage, community need, natural features present and currently maintained areas.</p>
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### Policy Statement

Mackenzie County strives to offer Recreational Areas for our citizens and visitors to the County. Mackenzie County strives to engage our citizens and visitors of all ages in recreational opportunities. Recreational Areas are characterized into different Classifications in order to provide the best possible opportunities for all. Classifications for playgrounds and campgrounds may be combined. When available or applicable combined efforts in regards to Park Spaces will be recognized. Examples of such partnerships may be School Division, Provincial Government agencies, local Community Groups.

### Classifications of Campgrounds and Playgrounds

1. Green Space
2. Playground
3. Urban Park
4. Regional Park

Council has identified and classified the following as County Recreational Areas:

Recreational Area	Location	Classification	Operational Authority / Partnership
Mackenzie Housing Park	Fort Vermilion Hamlet	Urban Park	County/Fort Vermilion Recreational Society
Fort Vermilion Pioneer Park	Fort Vermilion Hamlet	Playground	County
Fort Vermilion Arena Park	Fort Vermilion Hamlet	Urban Park	County / Fort Vermilion Recreational Society
D.A. Thomas Park	Fort Vermilion Hamlet	Urban Park	County
Fort Vermilion Walking Trails/Sunset Park	Fort Vermilion Hamlet	Green Space	County/Fort Vermilion Walking Trail Committee
Bridge Campsite	Fort Vermilion Rural	Regional Park	County / Fort

			<b>Vermilion Recreational Society/ASRD</b>
<b>La Crete Hill Park</b>	<b>La Crete Hamlet</b>	<b>Urban Park</b>	<b>County</b>
<b>Reinland Park</b>	<b>La Crete Hamlet</b>	<b>Urban Park</b>	<b>County</b>
<b>108St Park</b>	<b>La Crete Hamlet</b>	<b>Playground</b>	<b>County</b>
<b>La Crete Walking Trails</b>	<b>La Crete Hamlet</b>	<b>Green Space</b>	<b>County / La Crete Walking Trail Committee / ASRD</b>
<b>La Crete Arena Park</b>	<b>La Crete Hamlet</b>	<b>Urban Park</b>	<b>County / La Crete Recreational Society</b>
<b>Tourangeau Lake</b>	<b>La Crete Rural</b>	<b>Urban Park</b>	<b>County / ASRD</b>
<b>Atlas Landing</b>	<b>La Crete Rural</b>	<b>Green Space</b>	<b>County</b>
<b>Zama Community Park</b>	<b>Zama Hamlet</b>	<b>Regional Park</b>	<b>County / Zama Recreational Society</b>
<b>Zama Community Hall</b>	<b>Zama Hamlet</b>	<b>Urban Park</b>	<b>County/Zama Recreational Society</b>
<b>Buffalo Head Tower</b>	<b>Buffalo Head Rural</b>	<b>Regional Park</b>	<b>County</b>
<b>Hutch Lake Campground</b>	<b>High Level Rural</b>	<b>Regional Park</b>	<b>County / Town of High Level / Provincial Parks</b>
<b>Machesis Lake</b>	<b>Rocky Lane Rural</b>	<b>Regional Park</b>	<b>County / Provincial Parks</b>
<b>Wadlin Lake</b>	<b>Fort Vermilion Rural</b>	<b>Regional Park</b>	<b>County / ASRD</b>
<b>Fort Vermilion Rodeo Grounds</b>	<b>Fort Vermilion Rural</b>	<b>N/A</b>	<b>County/Fort Vermilion Recreational Society</b>
<b>La Crete Ferry Campground</b>	<b>Tompkins Landing Rural</b>	<b>Regional Park N/A</b>	<b>County/La Crete Ferry Campground Society/ASRD</b>

## 2. Recreational Area Classification Definitions

Recreational Areas are classified taking into account, current features, natural features, usage and grant and partnership opportunities. Parks will be upgraded and maintained to provide the best possible uses and may or may not include all amenities that are listed under their classification. All Park areas amenities inclusions will be under the jurisdiction of the County Parks & Recreation Committee in conjunction of the County's Park & Recreation Master Plan (when implemented).

### 1. Green Space

#### ***Must Include:***

- Good Repair and maintenance of property
- Passive features like Picnic tables, benches

- Garbage receptacles & collection  
**May Include:**
- Walking Trails (either soft or hard surface)
- Dock or boat launch where applicable
- Parking Area
- Green spaces & natural landscaping items such as flowers & trees

## 2. Playground

### **Must Include:**

- Good Repair and maintenance of property
- Basic Equipment is supplied and installed (ex. Swings, sandbox, slides etc.)
- Garbage receptacles & collection

### **May Include:**

- Passive features like Picnic Tables, benches
- Playground Structure
- Green spaces & landscaping items such as flowers & trees

## 3. Urban Park

### **Must Include:**

- Good repair and maintenance of property
- Garbage receptacles & collection
- Green spaces & landscaping items such as flowers & trees
- Passive features like benches, picnic tables

### **May Include:**

- Picnic area(s)
- Toilets
- Shelters
- Playground Structure
- Fencing
- More intensive recreation areas: such as ball diamonds, sports fields and/or courts, spray pools, recreation centres, outdoor rinks.

## 5. Regional Park

### **Must Include:**

- Good Repair and maintenance of Property
- Picnic Areas
- Fire pits and firewood
- Toilet facilities
- Parking area
- Garbage receptacle & collection
- Green spaces & natural landscaping items such as flowers & trees
- Passive features like benches

### **May Include:**

- Playground Structure
- Dock and/or boat launch
- Shelters
- Non-potable water facilities
- Individual and/or Group Camping sites

Signage

- All County Parks will have appropriate signage that clearly shows Ownership and/or Operational parties; Classification.
- Other signage including emergency contacts, rules, regulations and special issues will be reviewed as a yearly sign upgrade package.
- All signage will be in good repair and clearly visible.

Inspections

- All playground equipment shall be inspected pursuant to the Playground Inspection Policy ADM020.
- All County park facilities shall be inspected regularly by departmental staff to ensure a safe and friendly environment for all users.

Operating Authority

- Recreational areas may be placed under the control of a Partnership Group (such as a Local Recreational Society, School, Provincial Agency or other registered Non-Profit group when it is mutually agreed upon by both parties.
- Operating authorities are responsible for maintenance and inspections of facilities pursuant to this and other applicable county policies. A detailed Operating Agreement must be agreed upon by all Partnered bodies to ensure the safe and proper operation of County Recreational Areas.

Partnerships

- Partnerships for Recreational areas will be explored and combined in all instances where circumstances warrant

Promotion of Recreational Areas

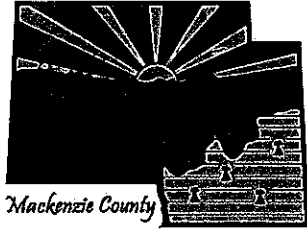
The County will strive to provide adequate Promotional materials and venues for all County Recreational Areas.

	<b>Date</b>	<b>Resolution Number</b>
<b>Approved</b>	<b>January 7, 2003</b>	<b>03-947</b>
<b>Amended</b>	<b>September 30, 2003</b>	<b>03-538</b>



<b>Amended</b>	<b>February 24, 2004</b>	<b>04-101</b>
<b>Amended</b>	<b>June 25, 2007</b>	<b>07-06-588</b>





# MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	Regular Council Meeting
<b>Meeting Date:</b>	December 8, 2009
<b>Presented By:</b>	John Klassen, Director of Operations – South
<b>Title:</b>	Parks and Recreation Committee – Terms of Reference

**BACKGROUND / PROPOSAL:**

The Terms of Reference were taken to the last Parks and Recreation Committee meeting on November 25, 2009; and were revised to reflect the responsibilities of the Parks and Recreation Committee. Please see attached Terms of Reference for review.

**OPTIONS & BENEFITS:**

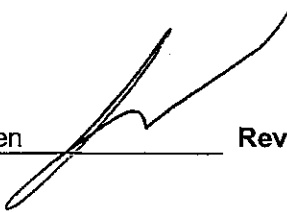
N/A

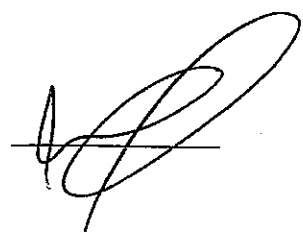
**COSTS & SOURCE OF FUNDING:**

N/A

**RECOMMENDED ACTION:**

That the Parks and Recreation Committee Terms of Reference be adopted as presented.

Author: C. Friesen 

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



# Mackenzie County

## Parks and Recreation Committee

### Terms of Reference

1. Committee Designation:

Mackenzie County Parks and Recreation Committee is to provide recommendations to Council determining the levels of service at existing and future recreational facilities within Mackenzie County.

2. Committee Members

Mackenzie County Parks and Recreation Committee shall be comprised of:

- Four Mackenzie County Councillors
- Chief Administrative Officer
- Directors and staff as required
- Other resources as required

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

Mackenzie County Parks and Recreation Committee shall:

- Determine the existing service levels at all recreational facilities within Mackenzie County.
- Determine operational options and costs for all recreational facilities within Mackenzie County.
- Give consideration to how recreational facilities within Mackenzie County promote tourism in the region.
- Provide recommendations to Council regarding appropriate service levels at recreational facilities within Mackenzie County.
- Identify needs and locations of recreational facilities improvements within Mackenzie County as per approved budget and follows Recreational Area Policy ADM040.

- Identify, review and recommend capital/operating budgets projects required for all County owned at recreational facilities within Mackenzie County.
- Review policies and bylaws relating to recreational facilities within Mackenzie County.
- Oversee the management of all County owned recreational facilities within budget.

4. Time Period Necessary for the Committee to Carry Out its Purpose:

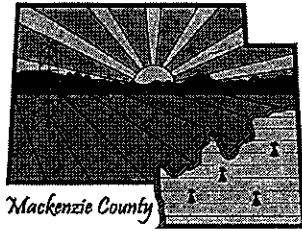
The Parks and Recreation Committee will meet as required on an ongoing basis to determine existing service levels and make recommendations to Council regarding future service levels.

5. Reporting Structure:

The Committee shall report directly to the County Council through its Council members.

6. Committee Administrative and Financial Support:

- Mackenzie County shall provide resource and financial support.
- Mackenzie County shall provide meeting space.
- Committee members shall be reimbursed for their expenses as per the Honorariums and Related Expense Reimbursement Bylaw



# MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>December 8, 2009</b>
<b>Presented By:</b>	<b>William Kostiw, Chief Administrative Officer</b>
<b>Title:</b>	<b>Bylaw 748/09 Being a Land Use Bylaw Amendment for the Cancellation of Plan 2938RS, Block 3, Lot 3 and Plan 2938RS, Block 3, Lot 4 for the Purpose of Consolidation (Fort Vermilion)</b>

### BACKGROUND / PROPOSAL:

Mackenzie County has received a request to cancel Plan 2938RS; Block 3, Lot 3 and 2938RS; Block 3, Lot 4 so as to consolidate the lots into one single title.

Mr. Schmidt the applicant was issued a development permit on June 29, 2009 to construct a Service Station/Convenience Store and Wash Bay on Plan 2938RS; Block 3, Lot 4. Construction has not commenced as all the final drawings have not been completed. Mr. Schmidt has found that in trying to include the building, fuel tanks and parking all onto the one lot is proving to be very constrictive. One of the problems is that the dividing line between the two lots is at an angle which gives him room on one end but then restricts it in the front. He is therefore requesting to consolidate lots 3 & 4 into one which will provide him with ample room for his development.

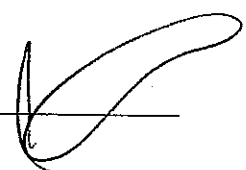
The Municipal Planning Commission has reviewed this application and has no issues with the closure and consolidation of these two lots.

### OPTIONS & BENEFITS:

Consolidating parcels can be done in two ways; one is by registering a descriptive plan and the other is by bylaw. Since the bylaw is the less costly option, the developer has opted to do the consolidation by bylaw.

**Author:** Liane Lambert,  
Development Officer

**Reviewed by:** \_\_\_\_\_

**CAO** 

The plan cancellation bylaw would discharge lots three and four and create one new lot. This would ensure that the applicant could meet the setback requirements of the Land Use Bylaw and receive a single title for the properties.

**COSTS & SOURCE OF FUNDING:**

All costs will be borne by the applicant.

**RECOMMENDED ACTION:**

**MOTION 1**

That first reading be given to Bylaw 748/09 being the cancellation of Plan 2938RS, Block 3, Lot 3 and Plan 2938RS, Block 3 Lot 4 for the purpose of consolidation.

**Author:** Liane Lambert,  
Development Officer

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**Reviewed by:** \_\_\_\_\_

**CAO** \_\_\_\_\_



**BYLAW NO. 748/09**

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

**FOR THE PURPOSE OF CANCELLING A PORTION OF A  
PLAN OF SUBDIVISION  
IN ACCORDANCE WITH SECTION 658 OF THE  
MUNICIPAL GOVERNMENT ACT, CHAPTER M-26,  
REVISED STATUTES OF ALBERTA 2000.**

**WHEREAS**, Council of Mackenzie County has determined that a portion of a subdivision as outlined on Schedule A attached hereto, be subject to a cancellation, and

**WHEREAS**, George Schmidt and Martha Schmidt, being the registered owners of Plan 2938RS, Block 3, Lot 3 and Plan 2938RS, Block 3, Lot 4, have requested that the lands be consolidated; and

**NOW THEREFORE**, be it resolved that the Council of Mackenzie County does hereby enact as follows:

1. Subdivision Plan No. 2938RS, Block 3, Lot 3 and Lot 4 are hereby cancelled in full, and shall be consolidated as Lot 3, as outlined in Schedule A attached.

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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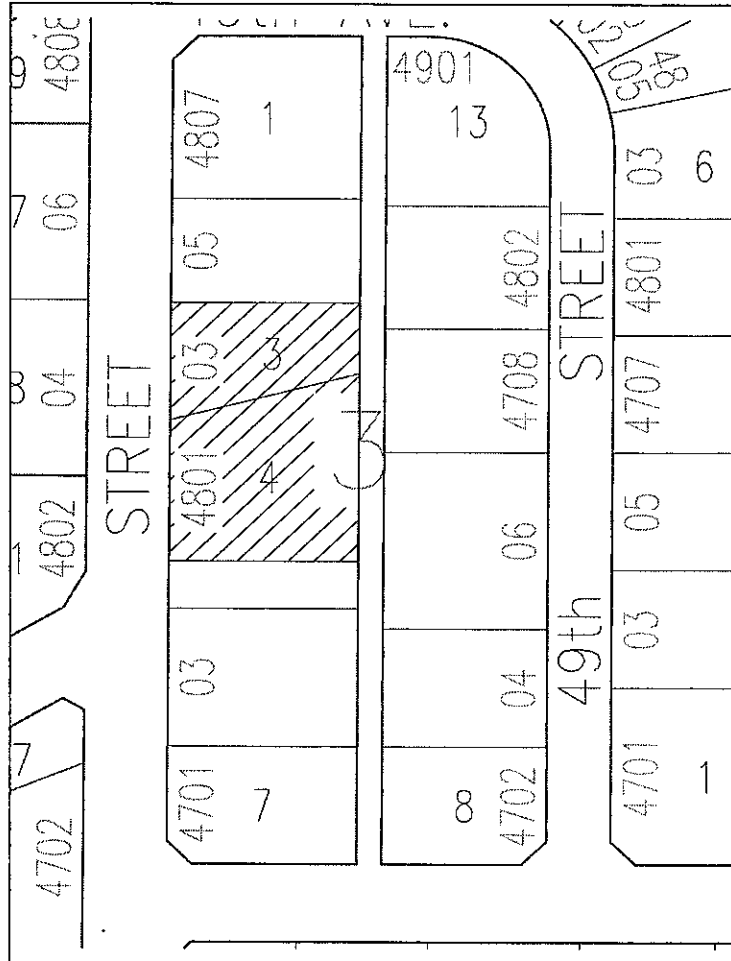
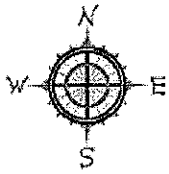
William Kostiw  
Chief Administrative Officer

BYLAW NO. 748/09

SCHEDULE "A"

1. That the subdivision of the following property known as:

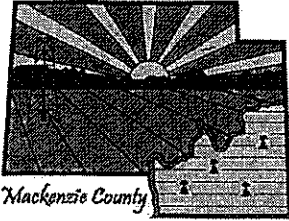
Plan 2938RS, Block 3, Lot 3 and Plan 2938RS, Block 3, Lot 4 be cancelled and consolidated as Lot 3.



Greg Newman  
Reeve

William Kostiw  
Chief Administrative Officer

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



# LAND USE BYLAW AMENDMENT APPLICATION

APPLICATION NO. 748/09

NAME OF APPLICANT <u>George Schmidt</u>		
ADDRESS <u>Box</u>		
TOWN <u>Fort Vermilion AB</u>		
POSTAL CODE <u>T0H-1W0</u>	PHONE (RES.) <u>(780)</u>	BUS.

COMPLETE IF DIFFERENT FROM APPLICANT		
NAME OF REGISTER OWNER <u>Same</u>		
ADDRESS		
TOWN		
POSTAL CODE	PHONE (RES.)	BUS.

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

<del>QTR./LS.</del>	<del>SEC.</del>	<del>TWP.</del>	<del>RANGE</del>	<del>M.</del>	OR	PLAN <u>2938RS</u>	BLK <u>3</u>	LOT <u>324</u>
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### LAND USE CLASSIFICATION AMENDMENT PROPOSED:

FROM: N/A TO: N/A

### REASONS SUPPORTING PROPOSED AMENDMENT:

Subdivision Consolidation  
Remove the east west line between lots 324  
To provide additional room for Service station Development

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

RECEIPT NO. 112382

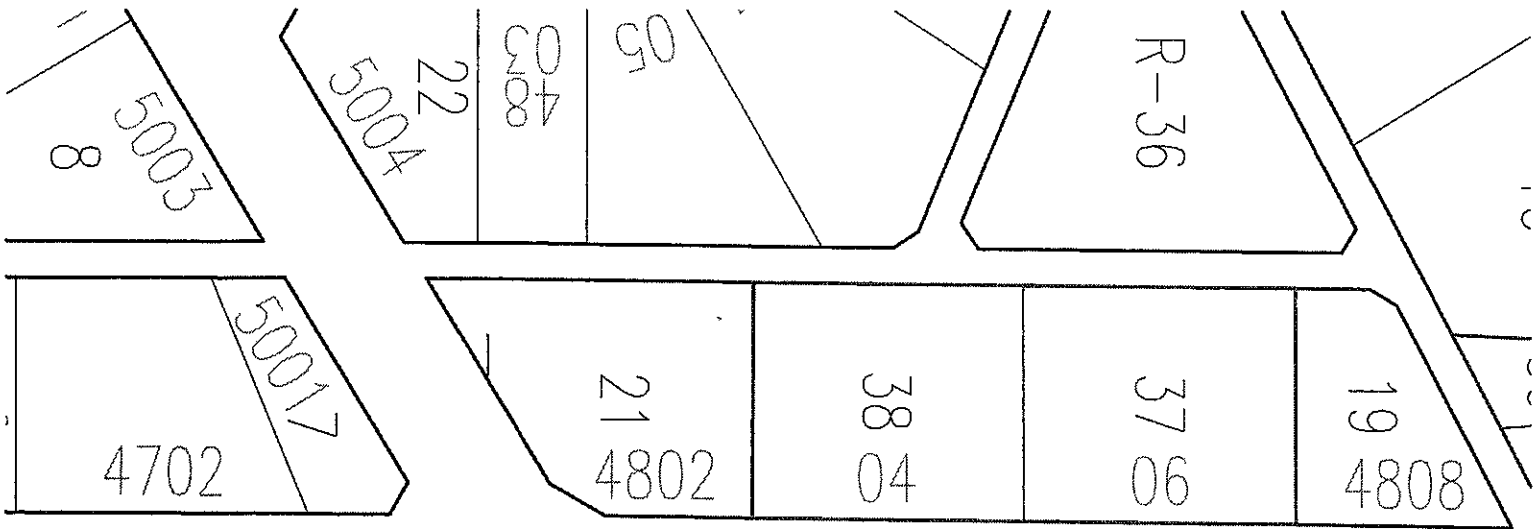
[Signature]  
APPLICANT

Nov 17/09  
DATE

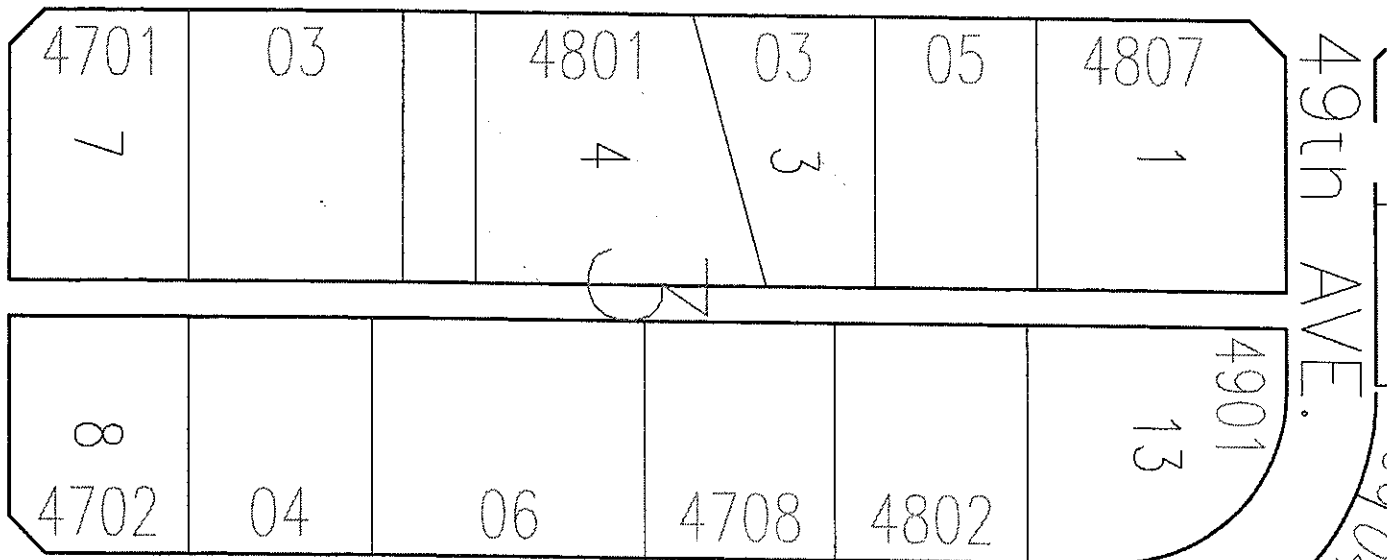
NOTE: REGISTERED OWNER'S SIGNATURE REQUIRED IF DIFFERENT FROM APPLICANT.

REGISTERED OWNER

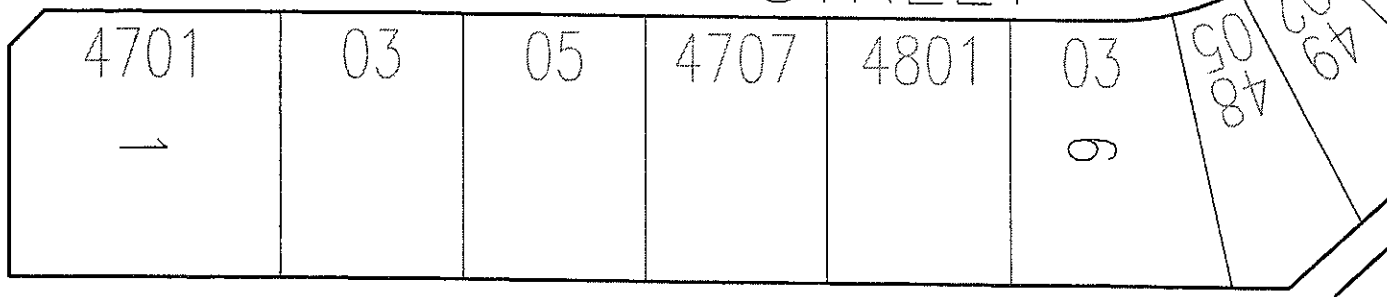
DATE



STREET



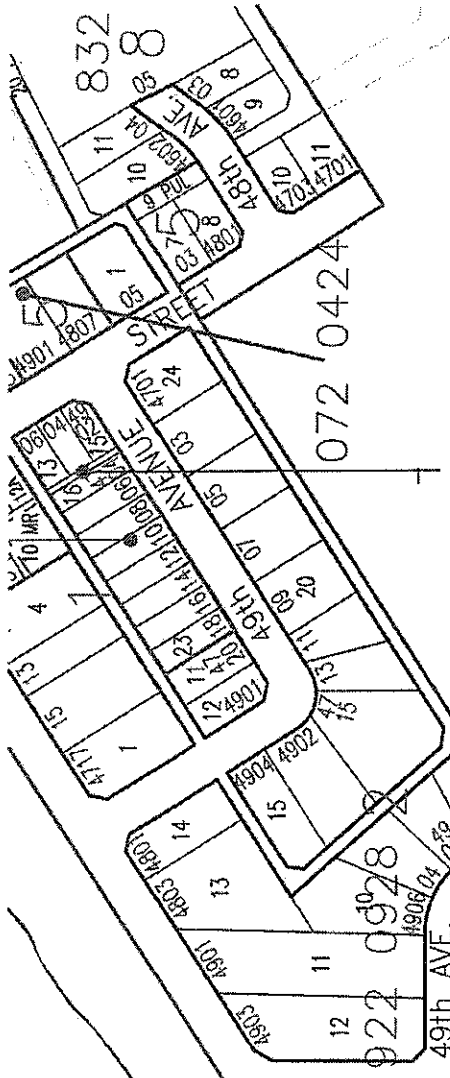
49th STREET



By Law 748/08 George Schmidt Plan Consolidation



PER



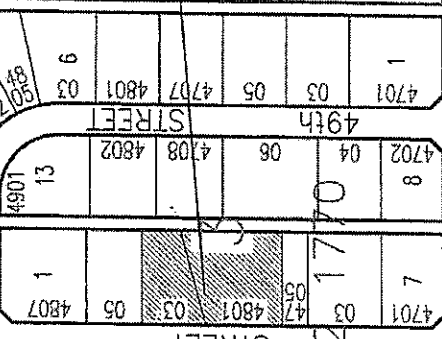
842 0528  
(Utility Easement)

SUBJECT PROPERTY

GOLF COURSE

RL 7

C of T



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47th AVE.

EASEMENT R/W  
4801 4802

912 2331

48th ST

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47th ST

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4505 03 4905 03 4801 05 03 4801 07

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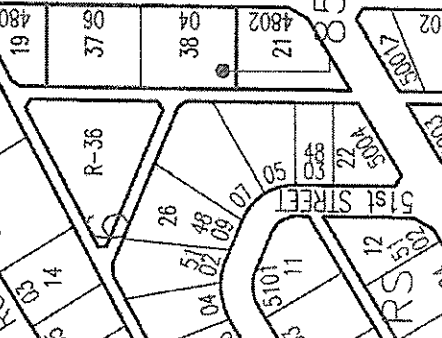
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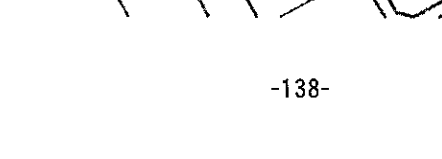
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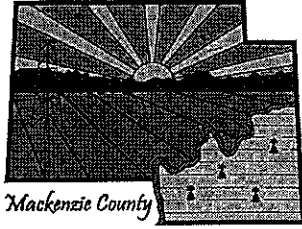
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# MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>December 8, 2009</b>
<b>Presented By:</b>	<b>William Kostiw, Chief Administrative Officer</b>
<b>Title:</b>	<b>Bylaw 750/09 to Amend Bylaw 732/09 Cancellation of Subdivision Plan 972 2460, Lot 1 (Part of SE 22-106-15-W5M) (La Crete Rural)</b>

### BACKGROUND / PROPOSAL:

Bylaw 732/09, being a Land Use Bylaw amendment application to cancel subdivision Plan 972 2460, Lot 1 in order to revert the lands back into SE 22-106-15-W5M from which it was taken, received third reading at the October 13, 2009 Council meeting. Bylaw 750/09 is needed in order to correct a typographical error found in the plan number of Schedule "A" in Bylaw 732/09.

### OPTIONS & BENEFITS:

The plan number in Schedule "A" of Bylaw 732/09 reads "972 2450" instead of 972 2460. Correction of this matter is needed in order to register the subdivision cancellation with Alberta Land Titles.

### COSTS & SOURCE OF FUNDING:

N/A.

**Author:** Marion Krahn,  
Development Officer

**Reviewed by:** \_\_\_\_\_

**CAO** 

**RECOMMENDED ACTION:**

**MOTION 1:**

That first reading be given to Bylaw 750/09, being a bylaw amending the Plan number in Bylaw 732/09 for the purpose of cancelling and reverting the subdivided lands back into SE 22-106-15-W5M, from which the subdivision was taken.

**MOTION 2:**

That second reading be given to Bylaw 750/09, being a bylaw amending the Plan number in Bylaw 732/09 for the purpose of cancelling and reverting the subdivided lands back into SE 22-106-15-W5M, from which the subdivision was taken.

**MOTION 3:**

That consideration be given to go to third reading of Bylaw 750/09, being a bylaw amending the Plan number in Bylaw 732/09 for the purpose of cancelling and reverting the subdivided lands back into SE 22-106-15-W5M, from which the subdivision was taken.

**MOTION 4:**

That third reading be given to Bylaw 750/09, being a bylaw amending the Plan number in Bylaw 732/09 for the purpose of cancelling and reverting the subdivided lands back into SE 22-106-15-W5M, from which the subdivision was taken.

**Author:** Marion Krahn,  
Development Officer

**Reviewed by:** \_\_\_\_\_

**CAO** \_\_\_\_\_



**BYLAW NO. 750/09**

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

**FOR THE PURPOSE OF CANCELLING A PLAN OF SUBDIVISION IN  
ACCORDANCE WITH SECTION 658 OF THE  
MUNICIPAL GOVERNMENT ACT, CHAPTER M-26,  
REVISED STATUTES OF ALBERTA 2000**

**WHEREAS**, Council of Mackenzie County passed all three readings of Bylaw 732/09 thereby cancelling Subdivision Plan 972 2460, Lot 1 in accordance with the Municipal Government Act Revised Statutes of Alberta 2000, and

**WHEREAS**, Bylaw 732/09 requires a typographical amendment prior to registration,

**NOW THEREFORE**, BE IT RESOLVED THAT THE COUNCIL OF MACKENZIE COUNTY DOES HEREBY AMEND THE SUBDIVISION PLAN NUMBER IN BYLAW 732/09 TO READ AS FOLLOWS:

1. That Subdivision Plan 972 2460, Lot 1 is hereby cancelled in whole and the lands shall revert back into SE 22-106-15-W5M from which the subdivision was taken.

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

---

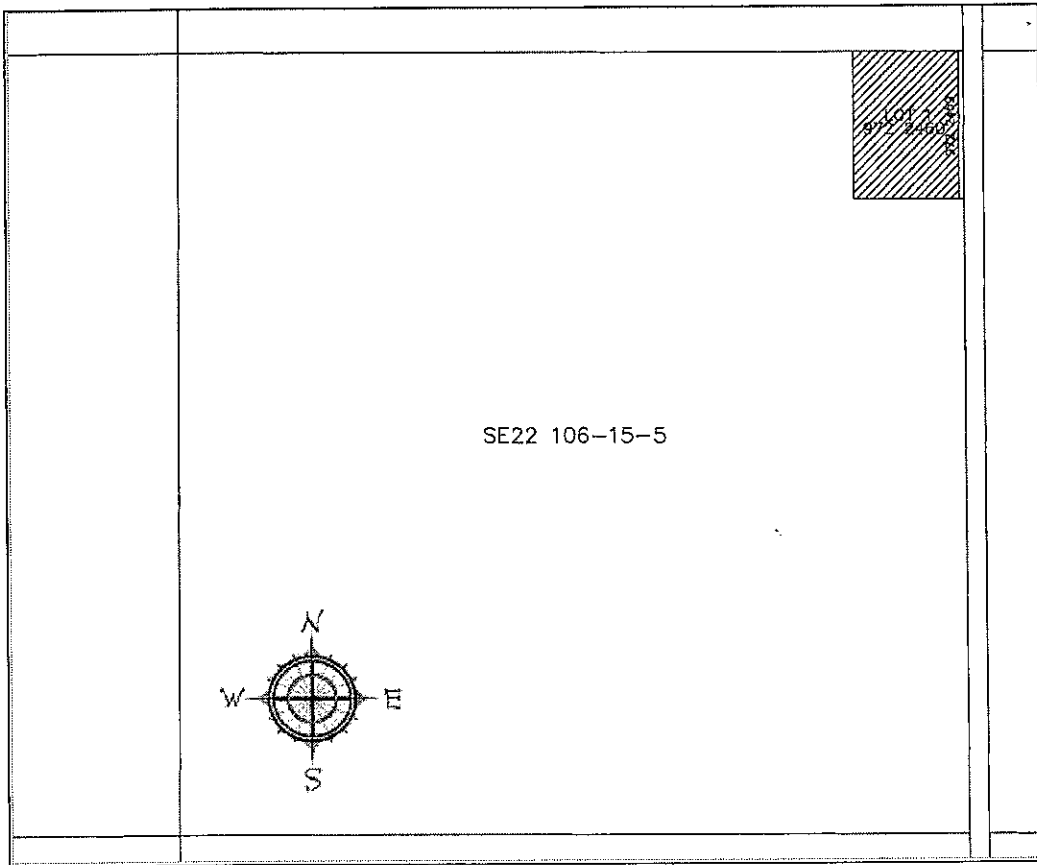
William Kostiw  
Chief Administrative Officer

**BYLAW NO. 750/09**

**SCHEDULE "A"**

1. That the subdivision of the following property known as:

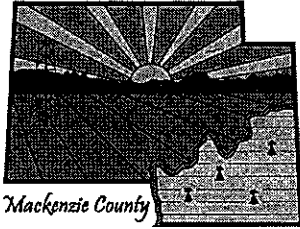
Plan 972 2460, Lot 1 be cancelled and the lands reverted back into SE 22-106-15-W5M from which the subdivision was taken.



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

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

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



## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>December 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	145
• Northern Alberta Mayors' and Reeves' Caucus Meeting Minutes – October 16, 2009	149
• Canadian Federation of Independent Business	153
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• AAMDC Zone 4 Meeting	156
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• REDI Report – November 2009	162
•	
•	

**RECOMMENDED ACTION:**

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

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



**Mackenzie County  
Action List as of November 25, 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.	Lisa Bill K. Joulia Don R.	In progress	
<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>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
<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.	In progress	
09-06-511	That third reading of Bylaw 711/09, being a Road Closure Bylaw to close and sell a portion of 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 un-named creek, be tabled for further information.		Waiting for AT approval	
<b>July 7, 2009 Council Meeting</b>				
09-07-563	That Council instruct administration to investigate and bring a proposal forward for Councils review regarding the Zama airport.	Bill K. Don R.	Dec. 8/09	
<b>July 23, 2009 Council Meeting</b>				
09-07-614	That administration be instructed to develop incentives for developers in Zama.	Bill K. Lisa Stuart		2010 Budget
<b>August 11, 2009 Council Meeting</b>				
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	\$400,000

Motion	Action Required	Action By	Status	Budget
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	
<b>September 23, 2009 Council Meeting</b>				
09-09-797	That the County pursue an appropriate legal instrument to secure land around the Bistcho Lake and surrounding area.	John K. Bill K.	In progress	
<b>October 13, 2009 Council Meeting</b>				
09-10-814	That administration be authorized to obtain alternate quotes for insurance and bring back to Council for final decision.	Joulia	In progress	
09-10-828	That Mackenzie County commit funding for the Crime Reduction Unit and negotiate a Memorandum of Understanding for funding as discussed.	Joulia	In progress	
09-10-842	That the County work towards entering into a formal agreement with the Town of Rainbow Lake and the Town of High Level for utility mutual aid.	Bill K. Dave C. John K.	Under review	
<b>October 27, 2009 Organizational Council Meeting</b>				
09-10-863	That a public committee be established to review Bylaw 688/08 Honorariums & Expense Reimbursements prior to the next organizational meeting.	Bill K. Carol	In progress	
09-10-870	That administration be instructed to develop a Terms of Reference for the Equipment Committee and that it consist of three members of Council.	Bill K. Carol	In progress	
09-10-880	That administration be instructed to prepare a Terms of Reference for the Mackenzie Pipeline Ad Hoc Committee and that it consist of two members of Council.	Bill K. Carol	In progress	
09-10-886	That the Rural Water Services Board Terms of Reference be tabled.	Bill K.	In progress	
<b>October 28, 2009 Council Meeting</b>				
09-10-943	That the County retain a professional firm to review the current ward boundaries with public input for the 2010 elections.	Bill K.	In progress	
09-10-955	That administration proceeds with the tendering of the Machesis Lake caretaking contract for closing on January 12, 2010.	John K.	Jan. 12/10	
<b>November 10, 2009 Regular Council Meeting</b>				
09-11-988	That a letter be sent to the owner of tax roll 411047 explaining the reason for Council's decision to deny the waiving of the penalty.	Joulia	In progress	

Motion	Action Required	Action By	Status	Budget
09-11-990	That the WCB Deeming Application in order to include councilors be tabled to the next meeting for further clarification.	Joulia	In progress	
09-11-996	That the County move forward with another seniors lodge study using funds previously allocated.	Council		
09-11-997	That the hiring of a second Mackenzie County Enhanced Policing position be deferred to the 2010 budget deliberations.	Bill K. Joulia		
09-11-1016	That a letter be sent to Alberta Health Services regarding their commitment to maintain the ambulance level of service.	Bill K. Carol	In progress	
<b>November 26, 2009 Regular Council Meeting</b>				
09-11-1031	That rural water be tabled to the December 8, 2009 Council meeting.	Bill K.	Dec. 8/09	
09-11-1049	That Council proceed with the inter-municipal negotiations as discussed.	Council Committee	Dec. 8/09	
09-11-1050	That Council continue the CO <sub>2</sub> EOR negotiations as discussed.	Council Committee		
09-11-1051	That administration look at options for the Northpoint sewer lift station.	John K. Marion	In progress	
09-11-1054	That the Council search for options on the economic stimulus due to the forestry crisis.	Council		





**NORTHERN ALBERTA MAYORS' AND REEVES' CAUCUS MEETING #45**  
**Shaw Conference Centre**  
**Friday, October 16, 2009**

**PRESENT:**

Mayor Stephen Mandel	City of Edmonton
Mayor Norman Adolphson	Town of Valleyview
Mayor Glenn Andersen	Town of St. Paul
Deputy Reeve Brian Bahry	County of Athabasca
Mayor Lloyd Bertschi	Town of Morinville
Councillor Jacqueline Biollo	Town of Beaumont
Reeve Dareld Cholak	Smoky Lake County
Mayor Richard Coleman	Town of Vegreville
Mayor Rick Dumont	Town of High Prairie
Mayor Anita Fisher	Town of Devon
Deputy Reeve Betty Glassman	Leduc County
Mayor David Gursky	Town of Millet
Mayor Moe Hamdon	Town of Drayton Valley
Deputy Reeve Richard Harpe	County of Grande Prairie
Councillor Ron Hayter	City of Edmonton
Deputy Mayor Roger Lemieux	City of St. Albert
Mayor Bruce Lennon	Town of Westlock
CAO Norma MacQuarrie	Town of Peace River
Mayor Pamela Marriott	Town of Swan Hills
Mayor Doug McDermid	Town of Mayerthorpe
Reeve Lawrence Miller	County of Barrhead
Reeve Charles Navratil	Westlock County
Reeve Charles Newell	County of Thorhild
Mayor Cathy Olesen	Strathcona County
Mayor Greg Pasychny	Town of Edson
Deputy Mayor Randy Palivoda	City of Spruce Grove
Mayor Karina Pillay-Kinnee	Town of Slave Lake
Mayor Colleen Powell	Town of Athabasca
Mayor Brian Schulz	Town of Barrhead
Mayor Gerald Soroka	Yellowhead County
Mayor Trevor Thain	Town of Whitecourt
Mayor Rob Wiedeman	Parkland County
Reeve David Yurdiga	County of Athabasca

**ALSO PRESENT:**

Blaire McCalla, Office of the Mayor, City of Edmonton  
Cheryl Vasseur, Office of the Mayor, City of Edmonton  
Lynn Long, Office of the City Clerk, City of Edmonton

The meeting convened at 10:06 a.m. Mayor S. Mandel, City of Edmonton, presided.

**OPENING REMARKS AND INTRODUCTION**

Mayor S. Mandel welcomed everyone to the meeting, on behalf of the City of Edmonton.

## ADOPTION OF AGENDA AND PREVIOUS MINUTES

*That the October 17, 2009, Northern Alberta Mayors' and Reeves' Caucus meeting agenda be adopted with the following additions:*

- *Senior's Housing – Response from the Minister of Seniors and Community Supports - Mary Anne Jablonski – Mayor D. McDermid*
- *Shortages of Dentists in Northern Alberta – Mayor N. Adolphson*

CARRIED

*That the February 20, 2009, October 17, 2008, Northern Alberta Mayors' and Reeves' Caucus meeting minutes be adopted.*

CARRIED

## SHORTAGE OF DENTISTS IN NORTHERN ALBERTA

Mayor N. Adolphson, Town of Valleyview spoke to the issue of attracting dentists to rural communities in Northern Alberta. Mayor Adolphson would like the Northern Mayors and Reeves Caucus to invite representatives from the Dental Association and University of Alberta Dental Faculty to the next meeting for further discussion.

**Mayor S. Mandel/Mayor N. Adolphson**

## PROTOCOLS:

On behalf of the Northern Alberta Mayors and Reeves Caucus, Mayor S. Mandel passed on condolences for the passing of Reeve Henry Zolkewski, County of Thorhild, and welcomed his replacement Reeve Charles Newell.

## SENIOR'S HOUSING – RESPONSE FROM THE MINISTER OF SENIORS AND COMMUNITY SUPPORTS – MARY ANNE JABLONSKI

Members of the Sub-Committee, Mayor D. McDermid, Town of Mayerthorpe; Mayor C. Powell, Town of Athabasca; and Mayor C. Oleson, Strathcona County, provided comments on the outcome of a meeting with Minister Jablonski and the response to the letter sent on behalf of the Northern Alberta Mayors and Reeves Caucus.

## Next Steps:

- What political strategy do we want to take, how and what are the next steps
- Should the sub-committee get together again to develop a more aggressive approach

## PANEL DISCUSSION REGARDING AGRICULTURE, FOOD RESEARCH AND DEVELOPMENT

Mayor S. Mandel, City of Edmonton, introduced the following panel members:

- Deiter Kuhlmann, Kuhlmann's Market Gardens & Greenhouses
- Ken Gossen, Leduc Food Processing Development Centre
- Bodo E. Steiner, University of Alberta, Faculty of Agriculture, Life and Environmental Sciences

D. Kuhlmann, Kuhlmann's Market Gardens & Greenhouses; K. Gossen, Leduc Food Processing Development Centre; and B. E. Steiner, University of Alberta, Faculty of Agriculture, Life and Environmental Sciences; made presentations and answered Caucus Members questions. J. Krips, Industry Development & Food Safety, Government of Alberta, answered Caucus Members questions.

Copies of handouts provided by K. Gossen, Leduc Food Processing Development Centre and B. E. Steiner, University of Alberta, Faculty of Agriculture, Life and Environmental Sciences, were distributed to Members of Caucus and a copy was filed with the Office of the Mayor, City of Edmonton.

Caucus recessed at 11:38 a.m.

Caucus reconvened at 12:50 p.m.

#### **Agriculture Sub-Committee:**

- K. Gossen, Leduc Food Processing Development Centre
- Jason Krips, Assistant Deputy Minister, Dept. of Agriculture
- Mayor Moe Hamdon – Town of Drayton Valley
- Mayor Pamela Marriott – Town of Swan Hills
- Mayor Anita Fisher – Town of Devon
- Reeve Charles Newell – County of Thorhild
- Mayor S. Mandel – City of Edmonton

The Agriculture Sub-Committee will develop terms of reference for the Committee.

#### **PRESENTATION REGARDING EDMONTON'S BID FOR EXPO 2017; BENEFITS TO NORTHERN ALBERTA**

Mayor S. Mandel, City of Edmonton, introduced Tony Franceshini, Bid Committee Chair, Expo 2017.

T. Franceshini, Bid Committee Chair, Expo 2017, made a presentation and answered Caucus Members questions.

Copies of handouts provide by T. Franceshini, were distributed to Members of Caucus and a copy was filed with the Office of the Mayor, City of Edmonton.

Moved M. Hamdon:

That Members of the Northern Alberta Mayors and Reeves Caucus, unanimously support the City of Edmonton's bid for Expo 2017.

**CARRIED**

**Action:**

- That Members of Caucus send letters of support and lobby their MLA's promoting Edmonton's Bid for Expo 2017.
- Mayor's Office, City of Edmonton, will forward a copy of the template to Caucus Members.

**Mayor S. Mandel**

**NEXT MEETING – FEBRUARY 12, 2010:**

**Topics**

- Senior's Housing – Invite President of AUMA
- Shortages of Dentists in Northern Alberta – Invite representatives of the Dental Association and University of Alberta Dental Faculty

**ADJOURNMENT**

The meeting adjourned at 1:35 p.m.

*Info next agenda.*

**CFIB**  
CANADIAN FEDERATION  
OF INDEPENDENT BUSINESS.  
237 - 8th Avenue SE, Suite 410  
Calgary, Alberta T2G 5C3

November 13, 2009

Reeve Greg Newman  
Mackenzie County  
PO Box 640  
Fort Vermilion AB T0H 1N0

Dear Reeve Greg Newman,

The Canadian Federation of Independent Business (CFIB) is a non-partisan advocacy organization representing the interests of small and medium-sized businesses in Canada. We have 105,000 members across the country, including more than 10,000 in Alberta. CFIB is entirely funded by its members and represents their views on a wide range of important business and public policy issues such as taxation, regulation, and public finance.

I am writing today to introduce myself as the new director for CFIB in Alberta. I'm pleased to have joined a grassroots organization committed to ensuring the voices of smaller business owners are heard and considered in the public policy process. One of the things that makes CFIB unique is the fact that all our major policy positions are determined directly by our members in a one-member, one-vote system. Essentially, my role is to be the messenger of these views and opinions to politicians, civil servants, and the general public.

As such, I've provided a graph showing our members' high priority concerns in Alberta. These are the big picture issues our members are currently most concerned about. Interestingly, their urgency and ranking often does involve over time. For example, you will notice how our members' concern about government finances and the shortage of qualified labour have substantially changed, even over the course of a single year.

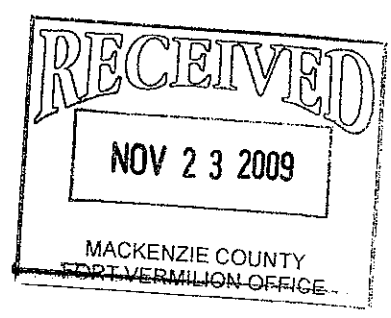
I would be pleased to meet with you in the near future to discuss issues affecting our members and the role you can play in supporting small businesses. If you would like to arrange a meeting, please contact Chad Ford, at (403) 444-9290.

Sincerely,



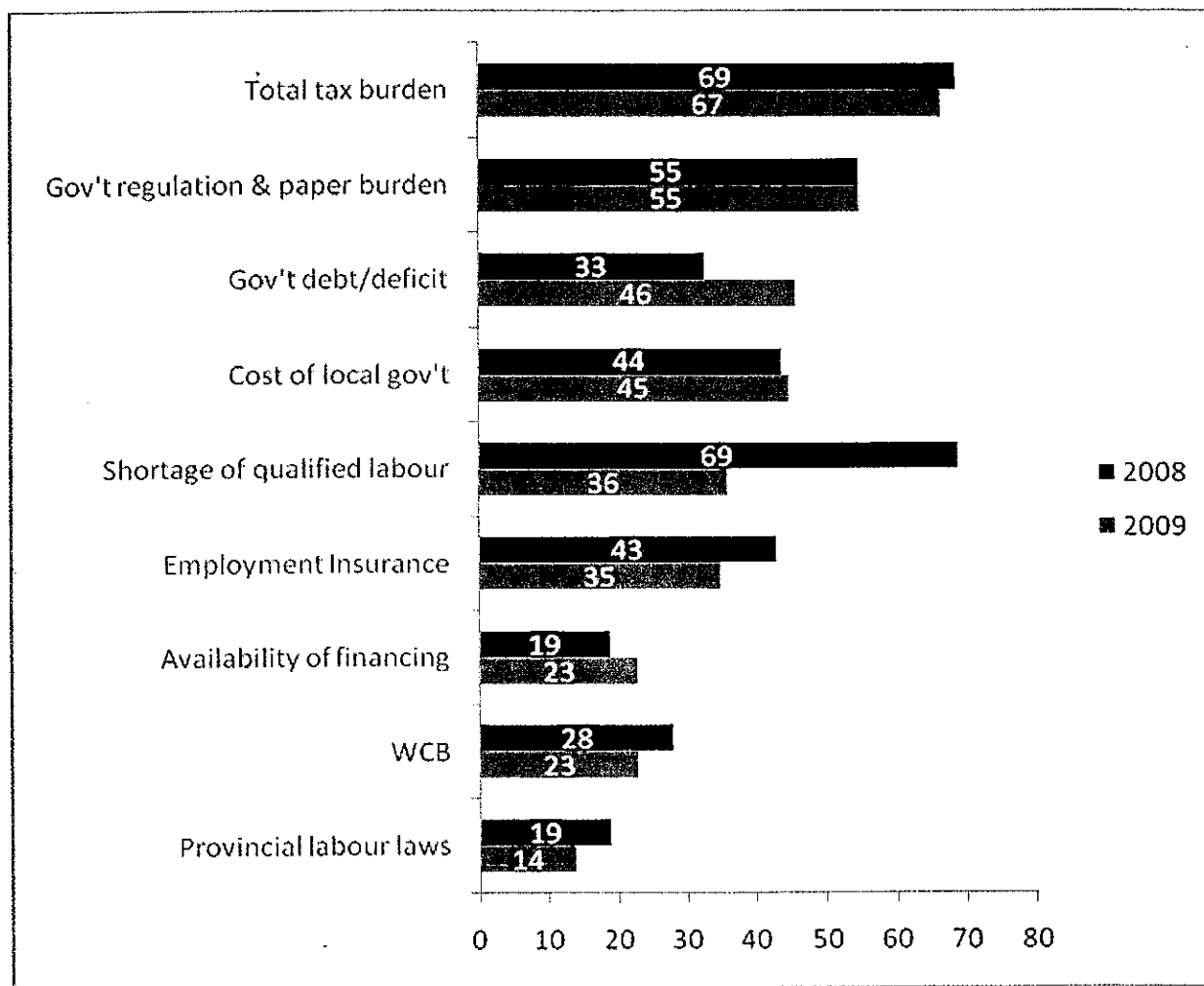
Richard Truscott  
Director of Provincial Affairs, Alberta

Enclosure



**Canadian Federation of Independent Business (CFIB)**  
***High Priority Issues***  
***Alberta***

---



Source: CFIB, *Our Members' Opinions*, June, 2009 and 2008, Alberta data



*Mentaymela as info*

Funding Partners



Dear Council & Administration:

On behalf of the Grande Prairie 2010 Arctic Winter Games Host Society, we wish to extend an invitation for your community to *Find YOUR Way to the Games*, March 6-13, 2010.

The Arctic Winter Games are a participant focused international celebration of sport and culture. The 2010 Games in Grande Prairie are expected to bring together over 2,000 youth from circumpolar regions North of the 55<sup>th</sup> parallel.

Athletes and cultural participants will come to the Games full of talent, dreams, and unlimited potential. These games will give them the chance to realize their dreams and, in turn, inspire others.

The 2010 Games will inspire a legacy of individual and community growth, providing significant economic and social impact for community development, while also providing opportunities for cultural exchange and the promotion of healthy behaviours in youth.

The Grande Prairie 2010 Arctic Winter Games Host Society invites all communities in our region to be a part of the Games. Attached is an outline of the *2010 Arctic Winter Games Town Program* which lists just a few of the many ways to DREAM, ACHIEVE, and INSPIRE!

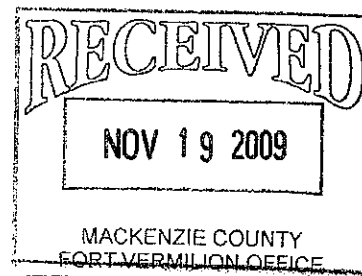
More information on this international celebration of sport and culture is available by contacting the Games Office:

- Located in Ernie's Sports Plaza (100 Street & 115 Avenue in Grande Prairie)
- By Phone at 780-538-4777
- By Email at [info@awg2010.org](mailto:info@awg2010.org)
- Online at [www.awg2010.org](http://www.awg2010.org)

Thank you for your consideration, we look forward to seeing you at the Games!

Warm regards,

Francois Fournier, General Manager  
Grande Prairie 2010 Arctic Winter Games Host Society



## Carol Gabriel

---

**From:** Teresa Marin [Teresa.Marin@MDGreenview.ab.ca]  
**Sent:** Monday, November 23, 2009 1:26 PM  
**To:** irenec@birchhillscounty.com; cao@clearhillscounty.ab.ca; brogan1@countygp.ab.ca; Bill Kostiw; cao@mdbiglakes.ca; ben@mdfairview.ab.ca; Jim Squire; cao@mdnorth22.ab.ca; harvey@mdopportunity.ab.ca; mdpeace@wispernet.ca; lturcotte@mdsmokyriver.com; ramiles@northernsunrise.net; tpeach@saddlehills.ab.ca; Rodney.Burkard@woodbuffalo.ab.ca; tburton@aamdc.com; council@clearhillscounty.ab.ca; emcdonald@countygp.ab.ca; Greg Newman; biglakes@mdbiglakes.ca; Linda Walton; psinclair@mdopportunity.ab.ca; donron@telusplanet.net; md130adm@telusplanet.net; klas\_hudson@hotmail.com; harvnag@telusplanet.net; council@saddlehills.ab.ca; melissa.blake@woodbuffalo.ab.ca  
**Cc:** donnar@birchhillscounty.com; melissa@clearhillscounty.ab.ca; srunhart@countygp.ab.ca; Carol Gabriel; execsecretary@mdbiglakes.ca; lynn@mdfairview.ab.ca; Linda Walton; adminassist@mdnorth22.ab.ca; Helen@mdopportunity.ab.ca; lpele@mdsmokyriver.com; admin@saddlehills.ab.ca; kevin.greig@woodbuffalo.ab.ca; Anita.Hawkins@woodbuffalo.ab.ca  
**Subject:** [SPAM] - Reeves and CAOs Meeting/December 11, 2009 - Email found in subject

Good Afternoon Everyone,

The next AAMDC Zone 4 meeting is fast approaching. A **Reeves and CAOs meeting** has been scheduled for **December 11<sup>th</sup>, 2009** at the **Pomeroy Inn in Valleyview, Alberta at 10:00 a.m.** Please forward any agenda item requests to me. If you are unable to attend this meeting please forward your concerns so that this information can be discussed. Please let me know if you will be attending by **December 5<sup>th</sup>** so that we can confirm the quantity needed for the lunch order.

Sorry for the short notice, the meeting is required to find out the items to discuss at the Zone 4 Meeting to be held February 12, 2010 in the "LSM" room at the TEC Centre, Evergreen Park, Grande Prairie, Alberta. More information regarding the Zone 4 Meeting will follow after the Reeves and CAOs meeting.

Thank you.

Teresa Marin  
For AAMD&C Director,  
Tom Burton

Alberta Association of Municipal District and Counties  
Northern District – Zone 4  
P.O. Box 1079  
Valleyview, AB.  
T0H 3N0



November 23, 2009

Mr. William Kostiw, Chief Administrative Officer  
Mackenzie County  
PO Box 640  
Fort Vermilion, Alberta T0H 1N0

Dear Mr. Kostiw:

Thank you for the information on your application to the federal Community Adjustment Fund to support your proposed Log Salvage Program, which you provided to ministry staff in mid-July 2009.

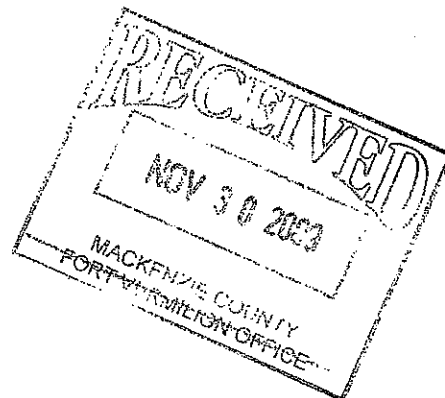
I recognize the merit of the proposed project and appreciate the benefit that it would provide to your municipality and other communities in the region. Unfortunately, the ministry will not be able to provide funding for this project in view of current fiscal pressures, as well as the need for municipal project proposals to meet the guidelines of the grant programs administered by Municipal Affairs. The county's proposal is not eligible under any of the ministry's funding programs.

I wish you well in your pursuit of funding for this worthwhile venture.

Sincerely,



Ray Gilmour  
Deputy Minister





ALBERTA  
SUSTAINABLE RESOURCE DEVELOPMENT

*Office of the Minister*

AR23681

NOV 25 2009

His Worship Reeve Greg Newman  
Mackenzie County  
P.O. Box 640  
Fort Vermilion, Alberta T0H 1N0

Dear Reeve Newman:

Thank you for your October 30, 2009 letter regarding the state of the forest industry in Mackenzie County. I appreciate your concern about the forestry economy in your region and commend your tireless efforts on behalf of your constituents.

It would not be appropriate for me to comment on Footner Forest Products' decision to close its oriented strand board plant or Tolko Industries' harvesting decisions, but I can assure you that my department is committed to communities, workers and industry, to ensure forestry remains a vital part of Alberta's economy.

Mackenzie County may wish to consider mediating between Tolko Industries and local loggers to explore possible solutions to their impasse. Area staff from my department would be pleased to provide advice in this regard. With respect to accessing funding from the federal Community Adjustment Fund, it is important to remember that any funding for projects to local communities must comply with the provisions of the Softwood Lumber Agreement (2006), agreed upon by the government of the United States and the Canadian government.

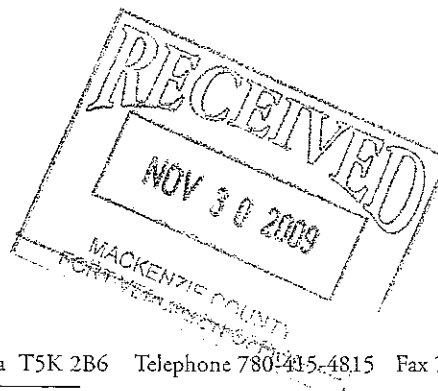
You may also wish to consider contacting the Forest Resource Improvement Association of Alberta (FRIAA), which is managing two programs that may be applicable – the Forestry Worker Employment Program and the Fire Hazard Reduction and Forest Health Program. You may find more information about FRIAA and these programs on its website: [www.friaa.ab.ca](http://www.friaa.ab.ca). If you wish to discuss these programs with my staff, please contact Mr. Dan Wilkinson, Executive Director, Forest Economics Branch, at 780-427-6372 (toll-free by first dialing 310-0000).

I trust this information is helpful as you pursue all of the options available to you. Thank you again for your letter.

Sincerely,

Ted Morton  
Minister

cc: Frank Oberle, MLA  
Peace River



# Assessment Bulletin

IB Bulletin No. 09-07  
November 2009

## **Machinery and Equipment located at Well Sites**

Alberta Municipal Affairs recently received a recommendation from the Alberta Assessors' Association concerning machinery and equipment located at non-producing well sites. Additionally the ministry has received inquiries from industry representatives and agents on this same matter.

The primary problem in the inconsistency of assessing machinery and equipment located at well sites is what constitutes a clear indication of whether machinery and equipment is "intended for" manufacturing, processing or the production of natural resources.

In response the Assessment Services Branch is recommending the following methodology as a best practice for assessors in Alberta to ensure there is consistent treatment and application province-wide.

### **Recommended Best Practice**

When machinery and equipment is physically isolated by disconnecting, blinding or the equipment is otherwise altered so as to prevent its operation or the continuous flow or processing of a product, then it no longer meets the definition of machinery and equipment in the Matters Relating to Assessment and Taxation Regulation (MRAT), therefore it should not be assessed as Machinery and Equipment.

Machinery and equipment that remains connected to a well (regardless of the well status) and is capable of operating is considered "an integral part of an operational unit intended for or used in manufacturing or processing..." and thus meets the definition in MRAT and is assessable and taxable as Machinery and Equipment.

**This best practice is only for the assessment of oilfield Machinery and Equipment located at a well site.**

If you have any questions, please contact the Assessment Services Branch at [lgsmail@gov.ab.ca](mailto:lgsmail@gov.ab.ca), or at 780-422-1377 (toll free from anywhere in Alberta by first dialling 310-0000).

Print 978-0-7785-7976-2  
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**Government of Alberta** ■  
Municipal Affairs



B R O W N L E E  
L L P  
Barristers & Solicitors

2010

# Emerging Trends in Municipal Law

## THE LATEST ISSUES IMPACTING MUNICIPALITIES

### Topics

The Alberta Land Stewardship Act  
*Maximizing your municipality's impact*

Development Agreements in Troubled Times  
*Strategies for maximizing value for municipalities*

The Art and Science of Collective Bargaining  
(Breakout Session)

*The Science: Applicable law, rules and procedures*

*The Art: How to get the best deal, in the shortest time and still shake hands after*

FOIP Compliance (Breakout Session)  
*All you need to know about information requests*

Bear Pit Session  
*Your questions answered*

### Calgary

Thursday, February 4, 2010

Carriage House Inn  
9030 Macleod Trail South  
(403) 253-1101

### Edmonton

Thursday, February 11, 2010

The Radisson Hotel  
(formerly the Coast Terrace Inn)  
4440 Gateway Boulevard  
(780) 437-6010

### We want your input!

What municipal issues concern you the most? Let us know!  
Selected questions will be addressed in the Bear Pit session.

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Practitioners in the following practice areas will be present throughout the day to answer your questions:

Planning & Development  
Construction & Tendering  
Expropriations  
Environmental  
Employment & Labour  
Municipal Utilities & Utility Regulation  
ERCB  
Municipal Corporations



**Mighty Peace Tourist Association  
November report to Council**

Wide Open Roads of the North: MPTA has been awarded a grant from the Rural Diversification Initiative for \$76 800. The Community Futures Peace Country office played a major role in helping obtain the grant. CFPC will be the project manager for Wide Open Roads, which will include all reporting to RDI and acting as the banker for the project, which frees up plenty of administration hours for MPTA. In addition to the RDI grant, Travel Alberta North has approved \$23 000 in funding for the project to date. These funds will offset the costs of production of 5000 DVD's, 20 000 waterproof map-brochures, and attending 4 Rider tradeshow's in January. MPTA is currently working on the brochure design. MPTA will apply for further funding from Travel Alberta North for the project in 2010.

Strategic Planning Sessions: The MPTA board of directors participated in a SWOT analysis for the board in October and November. The board has set some new goals for the association. A SWOT session on the organization as a whole which will include MPTA business members will take place in 2010. Strategic Planning Sessions will continue in 2010 to develop a 5 year strategic plan.

Web stats: Over 13 000 unique visitors have been to mightypeace.com this year. The most popular pages are: campground guide, things to do, peace valley guest ranch, event calendar and river cruises.

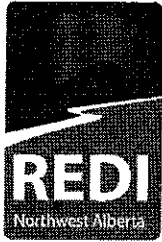
Campgrounds: Region has seen an average of a 2% increase in campground occupancy.

Regional Event Marketing: The board of directors is currently working on a plan to improve event marketing within our borders as well as to our external markets.

New members: The Village of Rycroft and MD of Spirit River will become members of the association in 2010.

2010 Vacation planner: Municipal write ups and ads have been sent to all municipal offices. Administration is editing pages, which will then come back to the MPTA office for updates and new lay out. Your pages will come to your council in January for approval.

**Next board meeting is scheduled for January 29 in Berwyn.**



incredible!


# REDI Report-November 31<sup>st</sup> 2009

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## Upcoming REDI Meetings and Events

- Board Meeting: December 9<sup>th</sup>, 2009

## Updates:

- **Forestry Project:** Project consultants (Len and Dennis) visited the region on November 18-19 and hosted a forestry luncheon and met with several stakeholders throughout the region.
- **Tourism Project:** The tourism project has been completed. The report is available online at [www.rediregion.ca/studies](http://www.rediregion.ca/studies).
- **Productivity Project:** REDI hired The Winslow Group to undertake a productivity assessment for the region. The purpose of the survey is to provide a better understanding of the key, critical issues that affect the region so that appropriate, focused assistance can be developed and provided to meet the region's needs. The survey is available at [www.rediregion.ca/studies](http://www.rediregion.ca/studies).
-  **Building Northern Economies and Partnerships Symposium:** This 2-day event will take place in High Level in March 2009 and will feature several key note speakers and several 'break out' sessions, each with a different focus. REDI recently hired CEO Inc to manage the event. REDI will be seeking sponsorship for this event.
- **Regional Promotional Video:** Peace Videoworks, Hank Bridgeman will be visiting the REDI region again in December to capture shots of our northern winters/activities and interviewing key persons.
- **Computer Literacy Project:** REDI and Northern Lakes college will partner to host a Computer Literacy Workshop for those who would like to learn 'the basics' when using a computer. Tentative date: February 5-6<sup>th</sup>.

## Important Dates to Remember

- Community Economic Development Training Workshops: December 10<sup>th</sup>/11<sup>th</sup>

### **Opportunity Identification-December 10<sup>th</sup>, 2009**

*Uncover fundamental principles that will help you identify, assess, and nurture potential opportunities for economic growth.* Time: 9:00am-4:00 p.m (lunch provided). Location: Community Futures, High Level, 9810-99 St.

### **Project Management in Economic Development-December 11<sup>th</sup>, 2009**

*Learn how to adopt a project management framework to plan and execute successful economic development activities in your community.* Time: 9:00am-3:00 p.m (lunch provided). Location: Community Futures, High Level, 9810-99 St.