

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Tuesday, May 6, 2008
10:00 a.m.
Council Chambers
Fort Vermilion, AB**

PRESENT:

Greg Newman	Reeve
Walter Sarapuk	Deputy Reeve
Peter Braun	Councillor
Dicky Driedger	Councillor
John W. Driedger	Councillor
Ed Froese	Councillor
Ray Toews	Councillor
Lisa Wardley	Councillor
Stuart Watson	Councillor

ABSENT: Bill Neufeld Councillor

ADMINISTRATION:

William (Bill) Kostiw	Chief Administrative Officer
Joulia Whittleton	Director of Corporate Services
Mark Schonken	Director of Public Works & Agriculture
John Klassen	Director of Environmental Services
Ryan Becker	Director of Planning & Emergency Services
Carol Gabriel	Executive Assistant

ALSO PRESENT:

Minutes of the Regular Council meeting for Mackenzie County held on May 6, 2008 at the Council Chambers in Fort Vermilion, Alberta.

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

Reeve Newman called the meeting to order at 10:08 a.m.

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

MOTION 08-05-327 **MOVED** by Councillor Watson

That the agenda be adopted as presented.

CARRIED

**ADOPTION OF THE
PREVIOUS MINUTES:**

3. a) Minutes of the April 23, 2008 Regular Council Meeting

MOTION 08-05-328

MOVED by Councillor Toews

That the minutes of the April 23, 2008 Regular Council meeting be adopted as presented.

CARRIED

3. b) Minutes of the April 29, 2008 Special Council Meeting

MOTION 08-05-329

MOVED by Councillor Wardley

That the minutes of the April 29, 2008 Special Council meeting be adopted as presented.

CARRIED

**BUSINESS ARISING
OUT OF THE MINUTES:**

4. a) Machesis Lake

MOTION 08-05-330

MOVED by Councillor Toews

That the Community Service Agreement for Machesis Lake be renewed for one year and that administration investigate other options.

CARRIED

4. b) Ratepayer Meetings

MOTION 08-05-331

MOVED by Councillor J. Driedger

That the June 5th ratepayers meeting in La Crete be changed to June 9th.

CARRIED

Reeve Newman left the meeting at 10:17 a.m. and Deputy Reeve Sarapuk took over the chair.

GENERAL REPORTS:

**6. a) Municipal Planning Commission Meeting Minutes –
March 27 and April 14, 2008**

MOTION 08-05-332

MOVED by Councillor Froese

That the Municipal Planning Commission meeting minutes of March 27 and April 14, 2008 be received for information.

CARRIED

PUBLIC HEARINGS:

7. a) None

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

9. a) **Council Committee Reports**

Reeve Newman rejoined the meeting at 10:20 a.m. and resumed the chair.

Councillor D. Driedger reported on the Tompkins Emergency Service Society volunteer supper and annual meeting, local campground meetings, and the Parks & Recreation Committee meeting.

Councillor Wardley reported on the Zama Recreation Society, and the Parks & Recreation Committee meeting.

Councillor Toews reported on the Fort Vermilion Community Library, River Road water line, Premier's Dinner, La Crete Trade Show, and the ISL projects meeting.

Councillor Watson had no items to report.

Councillor J. Driedger reported on the Tri-Council meeting, La Crete Building Committee meetings, disaster meeting, flooding concerns, inter-municipal negotiations, meeting with ATCO, La Crete Trade Show, Special Council meeting, and the Parks & Recreation Committee meeting.

Deputy Reeve Sarapuk reported on the Premier's Dinner, and the road tour.

Reeve Newman reported on the Premier's Dinner, inter-municipal negotiations, and the road tour.

Councillor Braun reported on the Tri-Council meeting, Municipal Planning Commission meetings, Alberta Emergency Management Alberta disaster training, La Crete Building Committee meetings, REDI management meeting, meeting with ATCO, Finance Committee meeting, La Crete Recreation Board, La Crete FCSS, La Crete Trade Show, Special Council meeting, REDI Recreation Committee teleconference, road tour, and Parks

& Recreation Committee meeting.

Councillor Froese reported on the Municipal Planning Commission meetings, and the road tour.

MOTION 08-05-333

MOVED by Councillor D. Driedger

That the Council Committee verbal reports be received for information.

CARRIED

9. b) CAO and Director Reports

MOTION 08-05-334

MOVED by Councillor Wardley

That the Director of Corporate Services, Director of Public Works & Agriculture, Director of Environmental Services, Director of Planning & Emergency Services, and the Chief Administrative Officer reports be accepted for information.

CARRIED

MOTION 08-05-335

MOVED by Councillor Wardley

That the two local Councillors and the Chief Administrative Officer respond to the Fort Vermilion FCSS community garden request with an option of providing land.

CARRIED

MOTION 08-05-336

MOVED by Councillor Watson

That the County participate in the annual spring clean up in and around the Town of High Level.

CARRIED

Reeve Newman recessed the meeting at 11:04 a.m. and reconvened the meeting at 11:17 a.m.

MOTION 08-05-337

MOVED by Councillor J. Driedger

That Council move in-camera at 11:18 a.m. to discuss municipal office buildings.

CARRIED

MOTION 08-05-338

MOVED by Councillor D. Driedger

That Council move out of camera at 12:15 p.m.

CARRIED

Reeve Newman recessed the meeting at 12:15 p.m. and reconvened the meeting at 12:55 p.m.

DELEGATIONS:

5. a) Alan Rudosky – Ernst & Young

Alan Rudosky from Ernst & Young LLP presented the 2007 financial audit results.

**CORPORATE
SERVICES:**

**10. a) 2007 Draft Audited Financial Statement and 2007 Draft
Financial Information Return**

MOTION 08-05-339

MOVED by Councillor Watson

That the 2007 Audited Financial Statements and Financial Information Return be approved as presented.

CARRIED UNANIMOUSLY

5. b) Fort Vermilion Sports Daze Committee & Métis Local

Cherie Davis, President of the Fort Vermilion Sports Daze Committee, was in attendance to present a request for funding to Council.

TENDERS:

**8. a) Caretaking Services Contract – La Crete Public Works
Shop**

MOTION 08-05-340

MOVED by Councillor Wardley

That the Caretaking Services Contract for the La Crete Public Works Shop be opened.

CARRIED

MOTION 08-05-341

MOVED by Councillor Braun

That the Caretaking Services Contract for the La Crete Public Works Shop be awarded to the lowest qualifying tender.

CARRIED

**OPERATIONAL
SERVICES:**

11. a) Dust Control for 2008

MOTION 08-05-342

MOVED by Councillor Braun

That DL10-Special and Calcium Gold be used for 2008 dust control according to soil and road conditions.

CARRIED

MOTION 08-05-343

MOVED by Councillor Froese

That dust control be charged to residents at 50 percent of supply and applied cost.

DEFEATED

MOTION 08-05-344

MOVED by Councillor Braun

That dust control be charged at the current rates.

CARRIED

11. b) County 2008 Re-Gravelling Program

MOTION 08-05-345

MOVED by Councillor Wardley

That the re-gravelling contract tender documents for 2008 be approved as amended and tender called.

CARRIED

Reeve Newman recessed the meeting at 2:15 p.m. and reconvened the meeting at 2:36 p.m. with all members present except Councillor Toews.

11. c) Tompkins Ferry Discussion

MOTION 08-05-346

MOVED by Councillor Watson

That the Tompkins Ferry discussion be received for information.

CARRIED

MOTION 08-05-347

MOVED by Councillor Wardley

That administration send a letter to the Fort Vermilion Sports Daze Committee requesting a business plan and recommend that they apply for grants once the plan is complete.

CARRIED

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

12. a) Bylaw 673/08 Land Use Bylaw Amendment to Rezone Plan 6076RS, Block 6, Lot 1 from Hamlet Residential District 1 "HR1" to Hamlet Residential District 3 "HR3" (La Crete)

MOTION 08-05-348

MOVED by Deputy Reeve Sarapuk

That first reading be given to Bylaw 673/08, being a Land Use Bylaw amendment to rezone Plan 6076RS, Block 6, Lot 1 from Hamlet Residential District 1 "HR1" to Hamlet Residential District 3 "HR3".

CARRIED

12. b) Bylaw 674/08 Land Use Bylaw Amendment to Rezone Section 15-109-19-W5M from Agricultural District 1 (A1) to Residential Condominium District (RCD) (High Level Rural)

MOTION 08-05-349

MOVED by Councillor Braun

That first reading be given to Bylaw 674/08 being a Land Use Bylaw amendment to rezone Section 15-109-19-W5M from Agricultural District 1 "A1" to Residential Condominium District "RCD" to accommodate a Condominium and Golf Course Development in Mackenzie County.

CARRIED

12. c) Bylaw 675/08 Land Use Bylaw Amendment to Rezone Part of SW 6-110-13-W5M from Agricultural District 1 (A1) to Direct Control District 2 (DC2) (Fort Vermilion Rural)

MOTION 08-05-350

MOVED by Councillor Watson

That first reading be given to Bylaw 675/08 being a Land Use Bylaw amendment to rezone Part of SW 6-110-13-W5M from Agricultural District 1 "A1" to Direct Control District 2 "DC2" to accommodate a liquor store and a convenience store.

DEFEATED

12. d) Municipal Reserve Calculation for Urban Subdivisions

MOTION 08-05-351

MOVED by Deputy Reeve Sarapuk

That the Municipal Reserve value for all subdivisions be calculated using the current market value of the lands or County take land in appropriate areas and that the policy be amended.

CARRIED

**12. e) Development Statistics Report
January to March Comparison (2006 – 2008)**

MOTION 08-05-352

MOVED by Councillor J. Driedger

That the Development Statistics report January to March Comparison (2006 – 2008) be received for information.

CARRIED

**INFORMATION/
CORRESPONDENCE:**

13. a) Information/Correspondence Items

MOTION 08-05-353

MOVED by Councillor Watson

That administration investigate the high speed internet available from Wild Rose Internet.

CARRIED

MOTION 08-05-354

MOVED by Deputy Reeve Sarapuk

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

CARRIED

10. e) Audit Contract & FIN003 – Auditors Policy

MOTION 08-05-355

MOVED by Councillor Wardley

That FIN003 – Auditors policy be amended as presented, the general auditing services contract be awarded to Ernst & Young for the fiscal year 2008 and new audit proposals be solicited next year for a three – year term.

CARRIED

10. f) FIN026 Investment Policy

MOTION 08-05-356

MOVED by Councillor Braun

That FIN026 Investment Policy be approved as presented and FIN007 Investment of Surplus Fund Policy be rescinded.

CARRIED

10. g) AUPE Negotiations

MOTION 08-05-357

MOVED by Councillor Wardley

That the Finance Committee be authorized to select a consultant to assist with the 2008 AUPE negotiations.

CARRIED

10. h) Request from Fort Vermilion Parent Link Centre

MOTION 08-05-358

MOVED by Councillor Braun

That the request from the Fort Vermilion Parent Link Centre be directed to the Family Community Support Services.

CARRIED

IN CAMERA SESSION:

MOTION 08-05-359

MOVED by Councillor D. Driedger

That Council move in-camera to discuss issues under the Freedom of Information and Protection of Privacy Regulations 18 (1) at 3:05 p.m.

- 14. a) Personnel
- 14. b) Special Projects
- 14. c) Inter-municipal Negotiations
- 14. d) Forestry
- 14. e) Legal
- 14. f) Ambulance

CARRIED

Councillor Toews rejoined the meeting at 3:06 p.m.

MOTION 08-05-360

MOVED by Councillor D. Driedger

That Council move out of camera at 4:50 p.m.

CARRIED

14. c) Inter-municipal Negotiations

MOTION 08-05-361

MOVED by Councillor Watson

That the County endorse the draft Memorandum of Understanding between Mackenzie County and the Town of High Level as presented and that a signed agreement be forwarded to the Town of High Level.

CARRIED UNANIMOUSLY

10. b) La Crete Municipal Office & Multi-Use Building

MOTION 08-05-362

MOVED by Councillor Wardley

That the following building plans be approved for the 2008 budget in order to meet the County's needs.

- a. County Regional Office – La Crete
Approve the building floor plan as amended with a smaller meeting/training room as per discussion. Estimated budget of \$2,210,000.
- b. County Corporate Office – Fort Vermilion
Estimated budget of \$750,000 for building renovations.
- c. County Regional Office – Zama
New county office space be included in the multi-purpose building. Estimated municipal portion of \$1,500,000.

Councillor Toews requested a recorded vote.

In Favor:

Councillor D. Driedger
Councillor Wardley
Councillor Watson
Councillor J. Driedger
Deputy Reeve Sarapuk
Reeve Newman
Councillor Braun
Councillor Froese

Opposed:

Councillor Toews

CARRIED

10. c) 2008 Operating & Capital Budgets

MOTION 08-05-363

MOVED by Councillor Wardley

That the 2008 operating and capital budgets be approved as amended.

CARRIED UNANIMOUSLY

10. d) Bylaw 676/08 – 2008 Tax Mill Rate Bylaw

MOTION 08-05-364

Requires 2/3

MOVED by Councillor J. Driedger

That first reading be given to Bylaw 676/08 being a tax mill rate bylaw for Mackenzie County.

CARRIED

MOTION 08-05-365

Requires 2/3

MOVED by Councillor Braun

That second reading be given to Bylaw 676/08 being a tax mill rate bylaw for Mackenzie County as amended to reflect combined mill rate at same level as 2007.

CARRIED

MOTION 08-05-366

Requires Unanimous

MOVED by Councillor Watson

That consideration be given go to third reading by Bylaw 676/08 being a tax mill rate bylaw for Mackenzie County.

CARRIED UNANIMOUSLY

MOTION 08-05-367

Requires 2/3

MOVED by Councillor Toews

That third reading be given to Bylaw 676/08 being a tax rate bylaw for Mackenzie County as amended to reflect combined mill rate at same level as 2007.

CARRIED UNANIMOUSLY

NEXT MEETING DATE:

15. a) Regular Council Meeting

Regular Council Meeting

Thursday, May 22, 2008
4:00 p.m.
Council Chambers, Fort Vermilion, AB

ADJOURNMENT: **16. a) Adjournment**

MOTION 08-05-368 **MOVED** by Deputy Reeve Sarapuk

That the Regular Council meeting be adjourned at 6:20 p.m.

CARRIED

These minutes will be presented to Council for approval on Thursday, May 22, 2008.

Greg Newman, Reeve

Carol Gabriel, Executive Assistant

DRAFT

**Mackenzie County
Action List as of May 6, 2008**

Council Meeting Motions Requiring Action

Motion	Action Required	Action By	Status
October 10, 2006 Council Meeting			
06-714	That the Wolfe Lake Water Point be referred to the Operations Committee for review.	John K. Ed, John W. Bill N., Ryan	In progress
October 10, 2007 Council Meeting			
07-10-876	That administration work on the three and seven year infrastructure plans and consult with engineers as required.	Mark	In progress
October 25, 2007 Council Meeting			
07-10-958	That the Chief Administrative Officer follow up with the Emergency Services communications network.	Jason, Ryan, John, Greg	In progress
07-10-992	That administrative support be provided to Mustus Energy Ltd. to investigate funding sources from municipal, provincial, and federal entities and bring back options to Council.	Bill K. Greg N.	In progress
November 13, 2007 Council Meeting			
07-11-1050	That administration negotiate the purchase of Public Land with Alberta Sustainable Resource Development for the future urban expansion for the Hamlet of Zama.	Ryan Lisa Bill K.	In progress
January 30, 2008 Council Meeting			
08-01-068	That the Chief Administrative Officer or designate work with Mackenzie Housing regarding the affordable housing proposal in Zama.	Bill K. Joulia Don	
February 12, 2008 Council Meeting			
08-02-113	That the Land Use Bylaw amendment to rezone Part of NW 19-109-19-W5M from Agricultural Industrial District 1 "A1" to Rural Industrial District 1 "R1" be tabled for further information including an area structure plan, access, and buffer zone. (C. Lee)	Ryan Stuart Greg Bill K.	In review

Motion	Action Required	Action By	Status
08-02-119	That Mackenzie County pursue securing the lease and associated survey costs for the Tompkins Landing Campground and a five year agreement with the local group subject to a detailed operator's agreement with funding coming from the Parks and Recreation budget.	John Ryan Parks & Rec.	In progress
08-02-120	That the ATCO Electric contracts be tabled for further information. (street lights)	Mark Joulia	In progress
08-02-123	That Mackenzie County install two stop signs with flashing red solar lights on Tower road within the Hamlet of Zama, subject to Bylaw review.	John K. Don Dave C. Mark	In progress Fall 2008
February 27, 2008 Council Meeting			
08-02-152	That administration bring back options regarding the proposed rezoning of a one mile radius surrounding Plan 002-1068, Lot 2, Lot 4 and Lot 5 through consultation with the affected landowners. (Footner)	Ryan Bill K. Stuart	In progress
08-02-155	That administration set up a meeting with the Northern Lights Health Region.	Bill K.	In progress
March 11, 2008 Council Meeting			
08-03-174	That Mackenzie County pursue securing the lease and associated survey costs for the Atlas Recreation Area and long term agreement with a local non-profit group, subject to a detailed operator's agreement with funding for the survey coming from the parks and recreation budget.	John K. Ryan Parks & Rec.	In progress
08-03-185	That a request for proposals be prepared and advertised for the assessment services provision for a five-year contract, if possible in conjunction with the Towns of High Level and Rainbow Lake for Council's perusal.	Joulia	In progress
08-03-187	That administration research options and costs of auditing the local non-profit organizations that operate the County owned facilities or grounds.	Joulia	In progress

Motion	Action Required	Action By	Status
March 26, 2008 Council Meeting			
08-03-223	That a letter be sent through the Alberta Association of Municipal Districts & Counties to follow up on the Aboriginal consultation process.	Bill K. Joulia	In progress
08-03-224	That a letter be sent to the Minister of Tourism, Parks and Recreation requesting a meeting regarding Hutch Lake.	Bill K. John K.	In progress
08-03-227	That administration issue a request for proposals for the development of land in Zama.	Ryan Don Lisa	
April 10, 2008 Council Meeting			
08-04-246	That administration bring back options and figures on the taxation of trailer parks and federal buildings.	Joulia	June 10/08
08-04-249	That Councillors complete the AAMD&C Centennial Project questionnaire and return it to the May 6, 2008 council meeting and that the results be compiled by administration.	Carol Bill K.	May 6/08
08-04-258	That the fuel program for 2008 be tabled to the Finance Committee for review.	Mark Joulia	Finance Committee
08-04-260	That administration proceed with the intersection lighting as presented, subject to final cost estimates from ATCO and that administration engage with Alberta Infrastructure & Transportation to secure additional funding.	Mark	In progress
08-04-271	That administration be instructed to notify all property owners affected by the rezoning of lands under Bylaw 462/04.	Ryan	In progress
08-04-275	That a letter be sent to the Minister of Health regarding board members and regional health authorities.	Bill K. Carol	In progress
April 23, 2008 Council Meeting			
08-04-290	That administration draft a littering bylaw for review by Council on May 22, 2008.	Ryan John K. Greg, Ray	

Motion	Action Required	Action By	Status
08-04-292	That administration be instructed to incorporate aspects of other Municipal land purchase procedures with Mackenzie County's land purchase policy and present to Council for review at a future meeting.	John K. Ryan	
08-04-296	That the drainage improvements adjacent to Highway 697 be tabled.	Bill K.	On hold
08-04-302	That the County work with other municipalities to improve CN Rail service.	Bill K. Council	Under review
08-04-304	That the County continue lobbying the government for basic health services.	Council	Under review
08-04-305	That administration bring back options for the Tompkins Fire Hall site.	Ryan Bill K. Dicky	In progress
May 6, 2008 Council Meeting			
08-05-330	That the Community Service Agreement for Machesis Lake be renewed for one year and that administration investigate other options.	John K. Lisa	
08-05-335	That the two local councillors and the Chief Administrative Officer respond to the Fort Vermilion FCSS community garden request with an option of providing land.	Bill K. Greg Ray	Under review
08-05-347	That administration send a letter to the Fort Vermilion Sports Daze Committee requesting a business plan and recommend that they apply for grants once the plan is complete.	Bill K.	
08-05-353	That administration investigate the high speed internet available from Wild Rose Internet.	Bill K.	

10. B

○ LISA MOVES:

In order to meet the Counties needs. we
~~is~~ Approve the attached building
plan: ~~for~~ ^{for} ~~2008~~ 2008 Budget.

a) Fort Hood Office:

Budget 750,000 in this budget yr
for ~~office~~ Building Renovations

LaCote Sub Office:

Approve as amended with smaller
mtg/training room as per discussion
For 2.2 million

Zama Sub Office:

○ that new office space be inc.
in the ~~new~~ Multipurpose Bldg.
1.5 million

P. A.

Minutes May 6 08

- Dick moved out of Camera
Council.

10.A Highlevel MOU

- Stuart moved that the County endorse
the Draft MOU ~~and~~ and
forward signed document to the towns
of Highlevel.

carried Unanimously.

10.B.

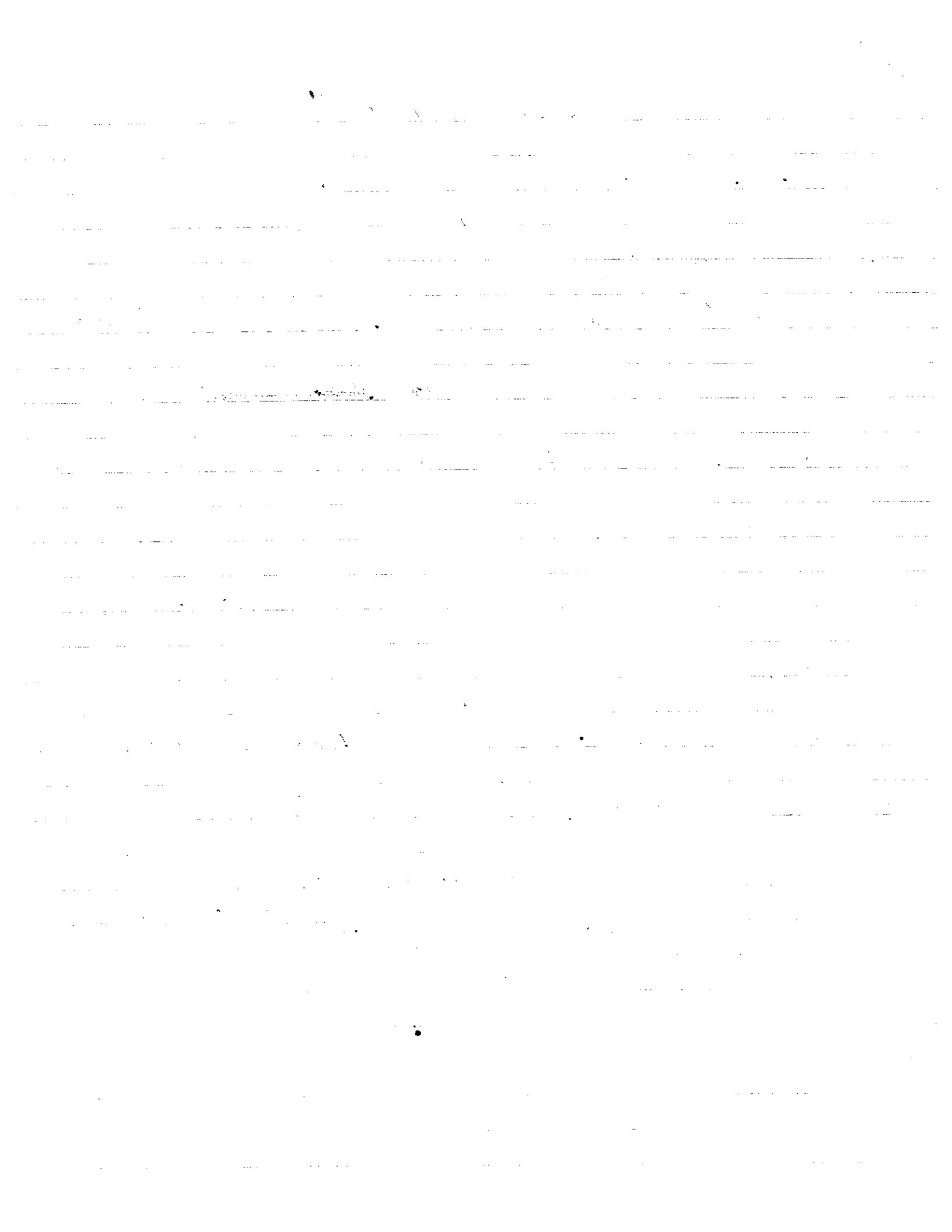
- Lisa moved - carried
Request for Rec. - For all - request Pay.

- Lisa moved that Council approve
the 2008 Budget as amended.
carried un.

- mill rate bylaws
cs

- Walter open 6 25 PM

✓



Dick out of Camera 4:50 PM.

~~Stuart~~ moves we ~~accept~~ ^{Endorse} the
Draft MOU and forward signed
copy to Highland - Wenon

Lisa 10. B

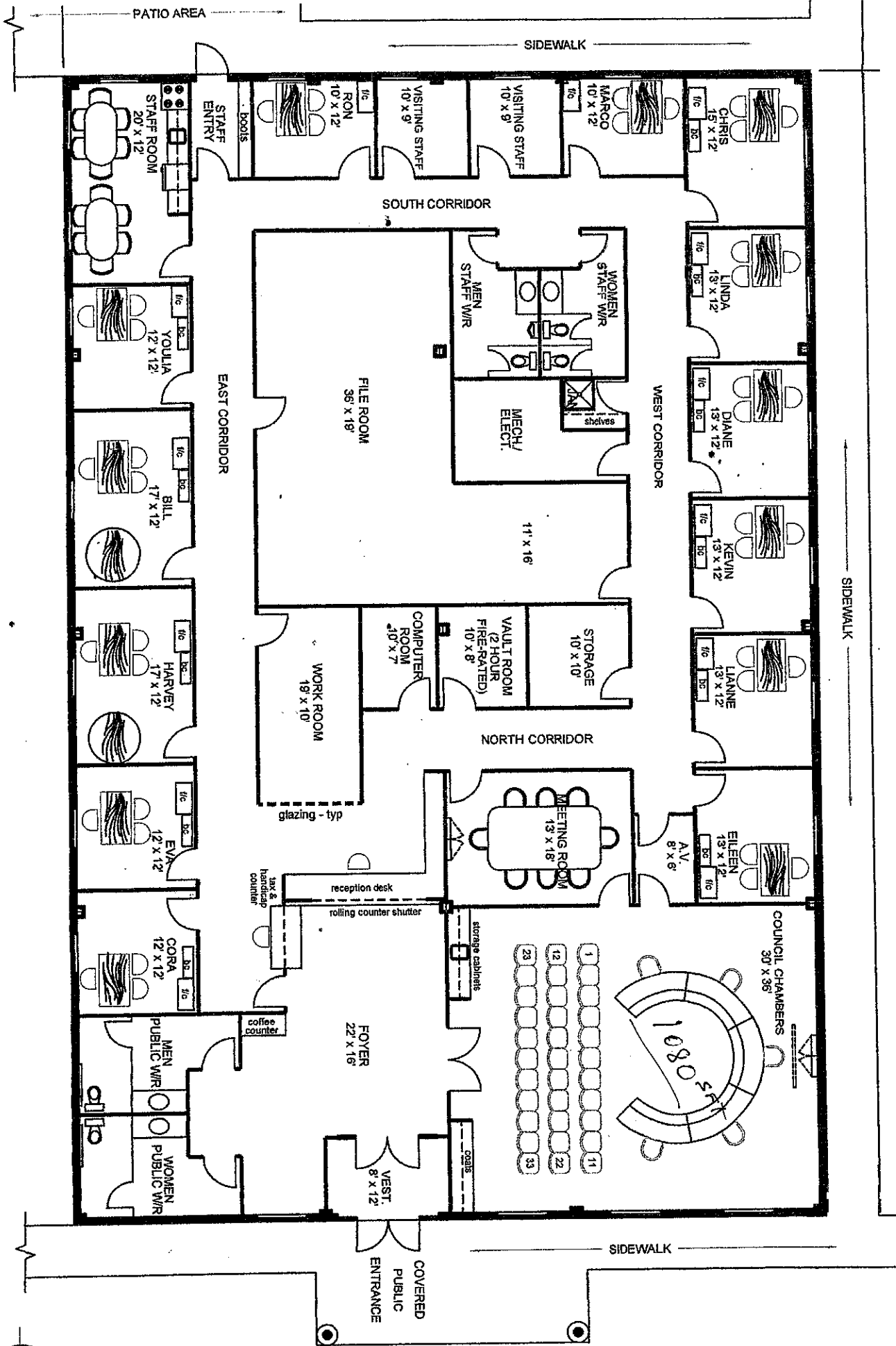
Keep
Recorded
Vote

for All except. that Council approve
against Ray the halts Regional Office
Bldg cost for 200,000 the
Modernization of the Joint Corporate
County Office for 750,000 and
contends with the Tama Regional
County Office as budgeted.

Lisa Moves ²⁰⁰⁸ Budget as amended. with
additions of entire Capital Projects
Announcement

Mill. Rate
~~Low~~ Bylaw →

Walter adjourn 6:20 PM



Assessment:

Residential	\$353,164,770
Farmland	36,260,590
Non-Residential	1,892,731,200
Total	\$2,282,156,560

NOW THEREFORE, under the authority of the Municipal Government Act, the Council of the Mackenzie County in the Province of Alberta, enacts as follows:

1. That the Chief Administrative Officer is hereby authorized and directed to levy the following rates of taxation of the assessed value of all property as shown on the assessment roll of the Mackenzie County:

General Municipal	Tax Levy	Assessment	Tax Rate
Residential	\$2,431,538	\$353,164,770	0.006885
Farmland	249,654	36,260,590	0.006885
Non-Residential	20,867,363	1,892,731,200	0.011025
Total	\$23,548,555	\$2,282,156,560	

Notwithstanding the foregoing, the minimum tax for:

Vacant Hamlet Residential shall be **\$200** (two hundred dollars)
 Vacant Hamlet Non-residential shall be **\$400** (four hundred dollars)

	Tax Levy	Taxable Assessment	Tax Rate
Alberta School Foundation Fund:			
Residential and Farmland	1,230,105	383,614,620	0.003207
Non-Residential	5,837,665	1,326,417,680	0.004401
Opted Out School:			
Residential and Farmland	2,683	836,740	0.003207
Non-Residential	720	163,600	0.004401
Exempt:			
Machinery & Equipment 100%	0	496,825,290	0.000000
Seniors Self Contain 100%	0	4,974,000	0.000000
Electric Power Generation 100%	0	69,324,630	0.000000
Total	\$7,071,173	\$2,282,156,560	
Lodge Requisition:	\$628,424	\$2,282,156,560	0.000275

2. That this bylaw shall take effect on the date of the third and final reading.

READ a first time this day of May, 2008.

John moved as amended read

READ a second time this day of May, 2008.

Peter moved

Motion to go to third unanimous

10. d)

BYLAW NO. 676/08

**BEING A BYLAW OF THE MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA TO AUTHORIZE THE RATES OF
TAXATION TO BE LEVIED AGAINST ASSESSABLE PROPERTY
WITHIN THE MACKENZIE COUNTY FOR THE 2008 TAXATION YEAR**

WHEREAS, the Mackenzie County in the province of Alberta, has prepared and adopted detailed estimates of the municipal revenue and expenditures as required, at the Council meeting held on May 6, 2008; and

WHEREAS, the estimated municipal expenditures for capital and operating and transfers including requisitions set out in the budget for Mackenzie County for 2008 total **\$36,187,145**; and

WHEREAS, the estimated municipal revenues and transfers from all sources other than taxation is estimated at **\$4,938,993** and the balance of **\$31,248,152** is to be raised by general municipal taxation; and

WHEREAS, the requisitions are:

Alberta School Foundation Fund Requisition:

	Base	Over/Under Levy	Total
Residential and Farmland	1,210,623	19,482	1,230,105
Non-Residential	5,927,163	-89,498	5,837,665
Total	\$7,137,786	\$-70,016	\$7,067,770

Opted Out School Board:

	Base	Over/Under Levy	Total
Residential and Farmland	2,641	43	2,683
Non-Residential	731	-11	720
Total	\$3,372	\$32	\$3,403

Total School Requisitions	\$7,141,158	\$-69,984	\$7,071,173
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Lodge Requisition:

	Base	Over/Under Levy	Total
Total Lodge Requisitions	\$627,268	\$1,156	\$628,424

WHEREAS, the Council of the Mackenzie County is required each year to levy on the assessed value of all property, tax rates sufficient to meet the estimated expenditures and the requisitions; and

WHEREAS, the Council is authorized to classify assessed property, and to establish different rates of taxation in respect to each class of property, subject to the Municipal Government Act (MGA), Revised Statutes of Alberta, 2000, Chapter M-26; and

WHEREAS, the assessed value of all property in the Mackenzie County for school requisition and municipal purposes as shown on the assessment roll is:

READ a third time and finally passed this day of May, 2008.

Rey moved - ✓ unanimous

REEVE

EXECUTIVE ASSISTANT

Walter apstein 6:20

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Tuesday, May 6, 2008
10:00 a.m.**

**Council Chambers
Fort Vermilion, Alberta**

AGENDA

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CALL TO ORDER:	1.	a) Call to Order	
AGENDA:	2.	a) Adoption of Agenda	
ADOPTION OF THE PREVIOUS MINUTES:	3.	a) Minutes of the April 23, 2008 Regular Council Meeting	7
		b) Minutes of the April 29, 2008 Special Council Meeting	17
BUSINESS ARISING OUT OF THE MINUTES:	4.	a) Machesis Lake	
		b) RP Mtz	
DELEGATIONS:	5.	a) Alan Rudosky – Ernst & Young	
		b) Fort Vermilion Sports Daze Committee & Métis Local (1:00 p.m.)	
		c)	
		d)	
GENERAL REPORTS:	6.	a) Municipal Planning Commission Meeting Minutes – March 27 and April 14, 2008	25
		b)	
PUBLIC HEARINGS:	7.	a) None	

TENDERS:

8. Public Works Caretaking Contract (1:30 p.m.)

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

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**CORPORATE
SERVICES:**

10. 2007 Draft Financial Statement and 2007 Draft
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 Bylaw 676/08 – 2008 Tax Rate Bylaw 91
 Audit Contract & FIN003 – Auditors Policy 99
 FIN026 Investment Policy 103
 AUPE Negotiations 111
 Request from Fort Vermilion Parent Link Centre 113
i)
j)
k)

**OPERATIONAL
SERVICES:**

11. Dust Control for 2008 117
 County 2008 Re-Gravelling Program 119
 Tompkins Ferry Discussion
d)
e)

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

12. Bylaw 673/08 Land Use Bylaw Amendment to 151
Rezone Plan 6076RS, Block 6, Lot 1 from Hamlet
Residential District 1 "HR1" to Hamlet Residential
District 3 "HR3" (La Crete)

- b) ✓ Bylaw 674/08 Land Use Bylaw Amendment to Rezone Section 15-109-19-W5M from Agricultural District "A1" to Residential Condominium District (RCD) (High Level Rural) 167
- c) ✓ Bylaw 675/08 Land Use Bylaw Amendment to Rezone Part of SW 6-110-13-W5M from Agricultural District 1 (A1) to Direct Control District 2 (DC2) (Fort Vermilion Rural) 175
- d) ✓ Municipal Reserve Calculation for Urban Subdivisions 183
- e) ✓ Development Statistics Report January – March Comparison (2006-2008) 185

f)

g)

**INFORMATION /
CORRESPONDENCE:**

13. a) Information/Correspondence Items 193

**IN CAMERA
SESSION:**

14. a) Personnel
- b) Special Projects
- c) Inter-municipal Negotiations
- d) Forestry
- e) Legal
- f) Ambulance
- g)
- h)

**NEXT MEETING
DATE:**

15. a) Regular Council Meeting
Thursday, May 22, 2008
4:00 p.m.
Council Chambers – Fort Vermilion, AB

ADJOURNMENT:

16. a) Adjournment

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Tuesday, May 6, 2008
10:00 a.m.**

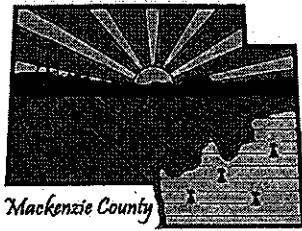
**Council Chambers
Fort Vermilion, Alberta**

AGENDA

				Page
CALL TO ORDER:	1.	a)	Call to Order	
AGENDA:	2.	a)	Adoption of Agenda	
ADOPTION OF THE PREVIOUS MINUTES:	3.	a)	Minutes of the April 23, 2008 Regular Council Meeting	7
		b)	Minutes of the April 29, 2008 Special Council Meeting	17
BUSINESS ARISING OUT OF THE MINUTES:	4.	a)	Machesis Lake	
		b)		
DELEGATIONS:	5.	a)	Alan Rudosky – Ernst & Young	
		b)	Fort Vermilion Sports Daze Committee & Métis Local (1:00 p.m.)	
		c)		
		d)		
GENERAL REPORTS:	6.	a)	Municipal Planning Commission Meeting Minutes – March 27 and April 14, 2008	25
		b)		
PUBLIC HEARINGS:	7.	a)	None	

TENDERS:	8.	a)	Public Works Caretaking Contract (1:30 p.m.)	
COUNCIL COMMITTEE, CAO AND DIRECTORS REPORTS:	9.	a)	Council Committee Reports	
		b)	CAO and Director Reports	47
CORPORATE SERVICES:	10.	a)	2007 Draft Financial Statement and 2007 Draft Financial Information Return	59
		b)	La Crete Municipal Office & Multi-Use Building	87
		c)	2008 Operating & Capital Budgets	89
		d)	Bylaw 676/08 – 2008 Tax Rate Bylaw	91
		e)	Audit Contract & FIN003 – Auditors Policy	99
		f)	FIN026 Investment Policy	103
		g)	AUPE Negotiations	111
		h)	Request from Fort Vermilion Parent Link Centre	113
		i)		
		j)		
		k)		
OPERATIONAL SERVICES:	11.	a)	Dust Control for 2008	117
		b)	County 2008 Re-Gravelling Program	119
		c)	Tompkins Ferry Discussion	
		d)		
		e)		
PLANNING, EMERGENCY, AND ENFORCEMENT SERVICES:	12.	a)	Bylaw 673/08 Land Use Bylaw Amendment to Rezone Plan 6076RS, Block 6, Lot 1 from Hamlet Residential District 1 “HR1” to Hamlet Residential District 3 “HR3” (La Crete)	151

	b)	Bylaw 674/08 Land Use Bylaw Amendment to Rezone Section 15-109-19-W5M from Agricultural District "A1" to Residential Condominium District (RCD) (High Level Rural)	167
	c)	Bylaw 675/08 Land Use Bylaw Amendment to Rezone Part of SW 6-110-13-W5M from Agricultural District 1 (A1) to Direct Control District 2 (DC2) (Fort Vermilion Rural)	175
	d)	Municipal Reserve Calculation for Urban Subdivisions	183
	e)	Development Statistics Report January – March Comparison (2006-2008)	185
	f)		
	g)		
INFORMATION / CORRESPONDENCE:	13.	a) Information/Correspondence Items	193
IN CAMERA SESSION:	14.	a) Personnel	
		b) Special Projects	
		c) Inter-municipal Negotiations	
		d) Forestry	
		e) Legal	
		f) Ambulance	
		g)	
		h)	
NEXT MEETING DATE:	15.	a) Regular Council Meeting Thursday, May 22, 2008 4:00 p.m. Council Chambers – Fort Vermilion, AB	
ADJOURNMENT:	16.	a) Adjournment	



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 6, 2008
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Minutes of the April 23, 2008 Regular Council Meeting

BACKGROUND / PROPOSAL:

Minutes of the April 23, 2008 Regular Council meeting are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

That the minutes of the April 23, 2008 Regular Council meeting be adopted as presented.

Author: C. Gabriel

Review by: _____

CAO

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Wednesday, April 23, 2008
1:00 pm
Ridgeview Central School
La Crete, AB**

PRESENT: Greg Newman Reeve
Walter Sarapuk Deputy Reeve
Peter Braun Councillor
Dicky Driedger Councillor
John W. Driedger Councillor
Ed Froese Councillor
Bill Neufeld Councillor
Ray Toews Councillor

ABSENT: Lisa Wardley Councillor
Stuart Watson Councillor

ADMINISTRATION: William (Bill) Kostiw Chief Administrative Officer
Joulia Whittleton Director of Corporate Services
Mark Schonken Director of Public Works & Agriculture
John Klassen Director of Environmental Services
Ryan Becker Director of Planning & Emergency Services
Carol Gabriel Executive Assistant

ALSO PRESENT: Susan McNeil, The Echo
Cst. Lee Brachmann, RCMP
Ridgeview Central School Grade 6 Students & Teachers
Members of the public.

Minutes of the Regular Council meeting for Mackenzie County held on April 23, 2008 at the Ridgeview Central School in La Crete, Alberta.

CALL TO ORDER: 1. a) Call to Order

Reeve Newman called the meeting to order at 1:08 p.m.

AGENDA: 2. a) Adoption of Agenda

MOTION 08-04-280 MOVED by Councillor J. Driedger

That the agenda be adopted as amended with the addition of:
10. f) Littering Bylaw

CARRIED

**ADOPTION OF THE
PREVIOUS MINUTES:**

**3. a) Minutes of the April 10, 2008 Regular Council
Meeting**

MOTION 08-04-281

MOVED by Councillor Neufeld

That the minutes of the April 10, 2008 Regular Council meeting be adopted as presented.

CARRIED

**BUSINESS ARISING
OUT OF THE MINUTES:**

4. a) None

GENERAL REPORTS:

6. a) None

TENDERS:

8. a) None

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

9. a) None

**CORPORATE
SERVICES:**

10. a) Hiring Policy ADM046

MOTION 08-04-282

MOVED by Councillor Toews

That the Hiring Policy ADM046 be approved as amended.

CARRIED

PUBLIC HEARINGS:

**7. a) Bylaw 669/08 Land Use Bylaw Amendment – to Add
Residential Condominium District (RCD)**

Reeve Newman called the public hearing for Bylaw 669/08 to order at 1:17 p.m.

Reeve Newman asked if the public hearing for proposed Bylaw 669/08 was properly advertised. Ryan Becker, Director of Planning & Emergency Services, answered that the bylaw was advertised in accordance with the Municipal Government Act.

Reeve Newman asked the Development Authority to outline the proposed Land Use Bylaw Amendment. Ryan Becker, Director of Planning & Emergency Services, presented the Development Authority's submission and indicated that first reading was given

on March 11, 2008.

Reeve Newman asked if Council has any questions of the proposed Land Use Bylaw Amendment. There were no questions.

Reeve Newman asked if any submissions were received in regards to proposed Bylaw 669/08. No submissions were received.

Reeve Newman asked if there was anyone present who would like to speak in regards to the proposed Bylaw 669/08.

Reeve Newman closed the public hearing for Bylaw 669/08 at 1:19 p.m.

MOTION 08-04-283

MOVED by Councillor Braun

That second reading be given to Bylaw 669/08 being a Land Use Bylaw amendment to add Residential Condominium District (RCD) zoning to the Land Use Bylaw.

CARRIED

MOTION 08-04-284

MOVED by Councillor Froese

That third reading be given to Bylaw 669/08 being a Land Use Bylaw amendment to add Residential Condominium District (RCD) zoning to the Land Use Bylaw.

CARRIED

10. b) Ratepayers Meeting

MOTION 08-04-285

MOVED by Councillor Froese

That the ratepayer meetings be held as follows beginning at 7:00 p.m.:

- Thursday, June 5, 2008 – La Crete
- Friday, June 6, 2008 – High Level
- Tuesday, June 10, 2008 – Fort Vermilion
- Thursday, June 12, 2008 – Zama

CARRIED

10. c) Council Meeting Dates

MOTION 08-04-286

MOVED by Councillor Neufeld

That the May 28, 2008 Regular Council meeting be changed to May 22, 2008 at 4:00 p.m. in Fort Vermilion and that the July 8, 2008 Regular Council meeting be changed to July 10, 2008.

CARRIED

**10. d) Fort Vermilion FCSS Advisory Committee
Appointments**

MOTION 08-04-287

MOVED by Councillor Toews

That Lance Goudie be appointed to the Fort Vermilion FCSS Advisory Committee for the period April 23, 2008 to December 31, 2008.

CARRIED

**10. e) Mackenzie Housing Management Board – Requisition
for Capital Towards Future Lodge Projects**

MOTION 08-04-288

MOVED by Deputy Reeve Sarapuk

That administration notify the Mackenzie Housing Management Board that the County is pursuing other options in regards to their request for an annual requisition for capital reserves towards future lodge projects.

CARRIED

MOTION 08-04-289

MOVED by Deputy Reeve Sarapuk

That the County participate in the Senior's Lodge Feasibility and Analysis Study with the Town of High Level and Town of Rainbow Lake and that the Request for Proposal for this study be approved as amended and that the consulting fees be paid based on population.

CARRIED

10. f) Littering Bylaw (ADDITION)

MOTION 08-04-290
Requires Unanimous

MOVED by Councillor Toews

That administration draft a littering bylaw for review by Council on May 22, 2008.

CARRIED UNANIMOUSLY

**OPERATIONAL
SERVICES:**

11. a) Municipal Parks Bylaw 671/08

MOTION 08-04-291

MOVED by Councillor Neufeld

That third reading be given to the Municipal Parks Bylaw 671/08 as amended.

CARRIED

11. b) Land Purchase Policy Review

MOTION 08-04-292

MOVED by Councillor Froese

That administration be instructed to incorporate aspects of other Municipal land purchase procedures with Mackenzie County's land purchase policy and present to Council for review at a future meeting.

CARRIED

DELEGATIONS:

5. c) Dust Control Program – Henry Giesbrecht, La Crete

MOTION 08-04-293

MOVED by Councillor Neufeld

That the dust control request be tabled for further information.

CARRIED

5. b) Ridgeview Central School Grade 6 Students

The grade 6 students of Ridgeview Central School observed the Council meeting as part of their Social Studies curriculum on local government. A question & answer period was held.

Reeve Newman recessed the meeting at 2:15 p.m. and reconvened the meeting at 2:29 p.m.

11. c) Community Service Agreement

MOTION 08-04-294

MOVED by Councillor Neufeld

That the Community Service Agreement for Machesis Lake be accepted as presented.

CARRIED

11. d) Dust Control

MOTION 08-04-295

MOVED by Councillor Braun

That dust control be tabled to the next meeting.

CARRIED

11. e) Drainage Improvements Adjacent to Highway 697

MOTION 08-04-296

MOVED by Councillor Neufeld

That the drainage improvements adjacent to Highway 697 be tabled.

CARRIED

11. f) Right-of-Way Clearing

MOTION 08-04-297

MOVED by Councillor Neufeld

That the clearing of right-of-ways be permitted, subject to Sustainable Resource Development (SRD) approval.

DEFEATED

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

12. a) None

**INFORMATION/
CORRESPONDENCE:**

13. a) Information/Correspondence Items

MOTION 08-04-298

MOVED by Councillor J. Driedger

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

CARRIED

IN CAMERA SESSION:

MOTION 08-04-299

MOVED by Councillor Toews

That Council move in-camera to discuss issues under the Freedom of Information and Protection of Privacy Regulations 18 (1) at 2:59 p.m.

- 14. a) Personnel
- 14. b) Special Projects
- 14. c) Inter-municipal Negotiations
- 14. d) Forestry
- 14. e) Legal
- 14. f) CN Rail
- 14. g) Ambulance
- 14. h) Northern Lights Health Region/Doctors
- 14. i) Tompkins Land Purchase

CARRIED

MOTION 08-04-300

MOVED by Deputy Reeve Sarapuk

That Council move out of camera at 4:34 p.m.

CARRIED

14. c) Inter-Municipal Negotiations

MOTION 08-04-301

MOVED by Councillor Braun

That the inter-municipal negotiations be received for information.

CARRIED

14. f) CN Rail

MOTION 08-04-302

MOVED by Councillor Toews

That the County work with other municipalities to improve CN Rail service.

CARRIED

14. g) Ambulance

MOTION 08-04-303

MOVED by Councillor J. Driedger

That the ambulance discussion be received for information.

CARRIED

14. h) Northern Lights Health Region/Doctors

MOTION 08-04-304

MOVED by Councillor Neufeld

That the County continue lobbying the government for basic health services.

CARRIED

14. i) Tompkins Land Purchase

MOTION 08-04-305

MOVED by Councillor D. Driedger

That administration bring back options for the Tompkins Fire Hall site.

CARRIED

NEXT MEETING DATE:

15. a) Regular Council Meeting

Regular Council Meeting
Tuesday, May 6, 2008
10:00 a.m.
Council Chambers, Fort Vermilion, AB

ADJOURNMENT:

16. a) Adjournment

MOTION 08-04-306

MOVED by Councillor Braun

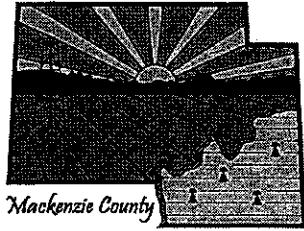
That the Regular Council meeting be adjourned at 4:37 p.m.

CARRIED

These minutes will be presented to Council for approval on Tuesday, May 6, 2008.

Greg Newman, Reeve

Carol Gabriel, Executive Assistant



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 6, 2008
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Minutes of the April 29, 2008 Special Council Meeting

BACKGROUND / PROPOSAL:

Minutes of the April 29, 2008 Special Council meeting are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

That the minutes of the April 29, 2008 Special Council meeting be adopted as presented.

Author: C. Gabriel

Review by: _____

CAO

**MACKENZIE COUNTY
SPECIAL COUNCIL MEETING**

**Tuesday, April 29, 2008
1:00 p.m.
Council Chambers
Fort Vermilion, AB**

PRESENT: Greg Newman Reeve
Peter Braun Councillor
Dicky Driedger Councillor
John W. Driedger Councillor
Ed Froese Councillor
Bill Neufeld Councillor
Ray Toews Councillor
Lisa Wardley Councillor

ABSENT: Walter Sarapuk Deputy Reeve
Stuart Watson Councillor

ADMINISTRATION: William (Bill) Kostiw Chief Administrative Officer
Joulia Whittleton Director of Corporate Services
John Klassen Director of Environmental Services
Ryan Becker Director of Planning & Emergency Services
Mark Schonken Director of Public Works and Agriculture
Carol Gabriel Executive Assistant

ALSO PRESENT:

Minutes of the Special Council meeting for Mackenzie County held on April 29, 2008 at the Council Chambers in Fort Vermilion, Alberta.

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

Reeve Newman called the meeting to order at 1:00 p.m.

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

MOTION 08-04-307 **MOVED** by Councillor Wardley

That the agenda be adopted as amended with the addition of:

4. c) Memorandum of Understanding - Town of High Level

CARRIED

3. a) Agriculture Land Lease

MOTION 08-04-308

MOVED by Councillor Neufeld

That the Agriculture Land Lease tenders be opened.

CARRIED

MOTION 08-04-309

MOVED by Councillor Braun

That the Agriculture Land Lease tender be awarded to the highest qualified bidder.

CARRIED

MOTION 08-04-310

MOVED by Councillor Wardley

That administration be authorized to negotiate the land lease for parcel 2 located at West ½ of 6-109-19-W5M and SW 7-109-19-W5M.

CARRIED

3. b) 101 Street and 91 Avenue Road Upgrades & 109 Street Storm Systems Extension – La Crete

MOTION 08-04-311

MOVED by Councillor Froese

That the tenders for the 101 Street and 91 Avenue Road Upgrades & 109 Street Storm Systems Extension in La Crete be opened.

CARRIED

4. b) Premier's Prayer Breakfast

MOTION 08-04-312

MOVED by Councillor Wardley

That Councillors be authorized to attend the Premier's Prayer Breakfast on May 14, 2008 in Edmonton.

CARRIED

MOTION 08-04-313

MOVED by Councillor Toews

That Council move in-camera at 1:12 p.m. to discuss the Memorandum of Understanding with the Town of High Level.

CARRIED

MOTION 08-04-314

MOVED by Councillor Wardley

That Council move out of camera at 1:39 p.m.

CARRIED

**4. c) Memorandum of Understanding – Town of High Level
(ADDITION)**

MOTION 08-04-315
Requires Unanimous

MOVED by Councillor Toews

That the Memorandum of Understanding with the Town of High Level be accepted in principle.

DEFEATED

MOTION 08-04-316
Requires Unanimous

MOVED by Councillor Braun

That the Memorandum of Understanding with the Town of High Level be received for information.

CARRIED

MOTION 08-04-317
Requires 2/3

MOVED by Councillor Braun

That the tender for the 101 Street and 91 Avenue Road Upgrades & 109 Street Storm Systems Extension in La Crete be awarded to the lowest qualifying bidder with the additional \$500,000 coming from the roads reserve.

CARRIED

Reeve Newman recessed the meeting at 1:49 p.m. and reconvened the meeting at 2:00 p.m.

3. d) Roadside Mowing

MOTION 08-04-318

MOVED by Councillor Toews

That the Roadside Mowing tenders be opened.

CARRIED

MOTION 08-04-319

MOVED by Councillor D. Driedger

That the Roadside Mowing tenders be awarded to the lowest qualifying bidders per area.

CARRIED

3. c) Granular Base Course, Asphalt Concrete Pavement (EPA) and Other Work – Contract No. 1008065 – Zama

MOTION 08-04-320

MOVED by Councillor D. Driedger

That the tenders for the Granular Base Course, Asphalt Concrete Pavement (ENA) and other work – Contract No. 1008065 in Zama be opened.

CARRIED

MOTION 08-04-321

Requires 2/3

MOVED by Councillor Wardley

That the tender for the Granular Base Course, Asphalt Concrete Pavement (ENA) and other work – Contract No. 1008065 in Zama be awarded to the lowest qualifying bidder to a maximum of \$1,250,000 and that the additional \$450,000 come from the general roads reserve.

CARRIED

OTHER BUSINESS:

4.a) Budget Discussion Paper

Reeve Newman recessed the meeting at 3:05 p.m. and reconvened the meeting at 3:26 p.m.

MOTION 08-04-322

MOVED by Councillor Wardley

That Council move in-camera at 3:33 p.m. to discuss the Stanton Lake Estates.

CARRIED

MOTION 08-04-323

MOVED by Councillor Neufeld

That Council move out of camera at 4:31 p.m.

CARRIED

Reeve Newman recessed the meeting at 4:31 p.m. and reconvened the meeting at 4:43 p.m.

MOTION 08-04-324

MOVED by Councillor Wardley

That the 2008 proposed budget be received for information.

CARRIED

DELEGATIONS:

5. a) Al Stan – Stanton Lake Estates

MOTION 08-04-325

MOVED by Councillor Neufeld

That the presentation by Al Stan, Stanton Lake Estates, be received for information.

CARRIED

ADJOURNMENT:

6. a) Adjournment

MOTION 08-04-326

MOVED by Councillor J. Driedger

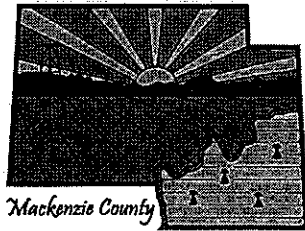
That the Special Council meeting be adjourned at 5:24 p.m.

CARRIED

These minutes will be presented to Council for approval on Tuesday, May 6, 2008.

Greg Newman, Reeve

Carol Gabriel, Executive Assistant



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 6, 2008
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Municipal Planning Commission Meeting Minutes March 27 & April 14, 2008

BACKGROUND / PROPOSAL:

Information item. The adopted minutes of the March 27 and April 14, 2008 meeting are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

That the Municipal Planning Commission meeting minutes of March 27 and April 14, 2008 be received for information.

Author: C. Gabriel

Review By: _____

CAO

**Mackenzie County
Municipal Planning Commission Meeting**

**Council Chambers
Fort Vermilion, Alberta**

Thursday, March 27, 2008 @ 6:00 p.m.

PRESENT

Peter Braun	Chair, Councillor
Jack Eccles	Vice – Chair, MPC Member
Ed Froese	Councillor
Beth Kappelar	MPC Member
Liane Lambert	Development Officer
Wanita Mitchell	Administrative Assistant

ABSENT

Manfred Gross	MPC Member
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1. CALL TO ORDER

Peter Braun called the meeting to order at 6:06 pm.

2. ADOPTION OF AGENDA

MOTION 08-53 **MOVED** by Beth Kappelar

That the agenda be adopted as presented.

CARRIED

3. ADOPTION OF MINUTES

MOTION 08-54 **MOVED** by Jack Eccles

That the minutes of the March 12, 2008 Municipal Planning Commission meeting be adopted as presented.

CARRIED

4. **DEVELOPMENT**

- a) **Development Application 27-DP-08
Jacob Doerksen; Single Family Dwelling
Plan 052 0560, Block 4, Lot 6; La Crete**

MOTION 08-55 **MOVED** by Ed Froese

That Development Application 27-DP-08 on Plan 052 0560, Block 4, Lot 6 in the name of Jacob Doerksen, be tabled until the next meeting for further information.

CARRIED

6. **MISCELLANEOUS ITEMS**

- a) **Bylaw 670/08
Part of NW 9-106-15-W5M; La Crete
Vanguard Realty**

MOTION 08-56 **MOVED** by Beth Kappelar

That Bylaw 670/08 on Part of NW 9-106-15-W5M in the name of Vanguard Realty, be tabled until the next meeting for further information.

CARRIED

- b) **Action List**

MOTION 08-57 **MOVED** by Beth Kappelar

That the Action List of March 12, 2008 be received as information.

CARRIED

7. **IN CAMERA**

There were no In Camera items to discuss.

8. NEXT MEETING DATES

Municipal Planning Commission meeting dates are scheduled as follows:

- ❖ Monday, April 14th at 10:00 a.m. in La Crete
- ❖ Tuesday, April 15th (review Draft Land Use Bylaw and Draft Municipal) at 1:00 pm in La Crete
- ❖ Thursday, April 24th at 6:00 p.m. in Fort Vermilion

9. ADJOURNMENT

MOTION 08-58 MOVED by Ed Froese

That the Municipal Planning Commission meeting be adjourned at 6:59 pm.

CARRIED

These minutes were adopted this 14th day of April 2008.

**Mackenzie County
Municipal Planning Commission Meeting**

**North Point Center (County Office)
La Crete, Alberta**

Monday, April 14, 2008 @ 10:00 a.m.

PRESENT

Peter Braun	Chair, Councillor
Jack Eccles	Vice – Chair, MPC Member
Ed Froese	Councillor (arrived at 10:06 a.m.)
Manfred Gross	MPC Member
Beth Kappelar	MPC Member
Ryan Becker	Director of Planning and Emergency Services
Marion Krahn	Development Officer
Liane Lambert	Development Officer
Vicky Krahn	Planning Administrative Support

1. CALL TO ORDER

Peter Braun called the meeting to order at 10:04 a.m.

2. ADOPTION OF AGENDA

MOTION 08-59 **MOVED** by Beth Kappelar

That the agenda be adopted with the following addition:

4f) Development Permit Application 46-DP-08
James Peters; Mobile Home, Addition and Deck with Variance
NW 17-106-15-W5M (Plan 972 0991, Block 1, Lot 1);
La Crete Rural

CARRIED

3. ADOPTION OF MINUTES

MOTION 08-60 **MOVED** by Jack Eccles

That the minutes of the March 27, 2008 Municipal Planning Commission meeting be adopted as presented.

CARRIED

4. DEVELOPMENT

**a) Development Application 27-DP-08
Jacob Doerksen; Single Family Dwelling
Plan 052 0560, Block 4, Lot 6; La Crete**

Jacob Doerksen was present to discuss the proposed development with the Municipal Planning Commission.

MOTION 08-61 MOVED by Manfred Gross

That Development Permit 27-DP-08 on Plan 052 0560, Block 4, Lot 6 in the name of Jacob Doerksen be approved with the following conditions:

1. Minimum building setbacks: 15.2 meters (50 feet) front yard (east); 7.6 meters (25 feet) rear yard (west); 4.6 meters (15 feet) interior side yard (north); 15.2 meters (50 feet) exterior side yard (south), from the property lines.
2. The architecture, construction material and appearance of the Single Family Dwelling shall be to accepted standards and shall compliment the natural features and character of the site to the satisfaction of the Development Authority.
3. The Municipality has assigned the following address to the noted property 8806-93 street. You are required to display the address (8806) to be clearly legible from the street and be on a contrasting background. The minimum size of the characters shall be four inches in height.
4. Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of the low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the basement/crawl space and/or flooding of the basement/crawl space.
5. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighboring properties.

6. The developer shall enter into a Developers Agreement with the County prior to the commencement of construction of the single family dwelling due to the low lying lands and drainage. The Developers Agreement will be registered against the title.
7. Building to be connected to the Municipal water and sewer system and the cost of the connection fees will be borne by the owner where applicable.
8. It is the responsibility of the developer to provide adequate off street parking as follows: The minimum parking shall be 300 square feet per vehicle owned plus an additional 500 square feet for off street parking. *"One parking space, including the driveway area, shall occupy a minimum 300 square feet."*
9. 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 928-3983. Access to be constructed to Mackenzie County standards and at the developers expense.
10. No construction or development is allowed on a utility right-of-way.

CARRIED

Development applications 4b to 4f to be discussed later on in the meeting.

5. SUBDIVISION

- a) **Subdivision Application 44-SUB-07
Part of SW 9-106-15-W5M; La Crete
Peter Fehr**

Paul Driedger, representative, was present to discuss the proposed subdivision with the Municipal Planning Commission.

The proposed subdivision was presented to the Municipal Planning Commission at the March 12, 2008 meeting to amend the previous decision. This subdivision is being presented to the Municipal

Planning Commission once again for decision to some proposed amendments to the Developers Agreement. A copy of the Developers Agreement was given to Mr. Driedger for review prior to the meeting.

Mr. Driedger commented on the proposed conditions of the Developers Agreement.

- Condition 4.4.(e) *“That the developer provide the Municipality with accurate drawings of the exact location of the temporary sewage line for the purpose of records as it ties into Municipal Sanitary Sewer Main;”*
- Condition 4.4.(f) *“That the developer provide the Municipality with accurate drawings of the exact location of the temporary water line for the purpose of records as it ties into the Municipal water line;”*

Mr. Driedger sees no benefit in hiring a surveyor to provide plans of the temporary water and sewer lines, once the lines are no longer needed they will be removed.

- Condition 4.4.(i) *“The southerly most Quonset shall be addressed by one of the following:*
 - a. *That the proposed lots 1 and 2 be reduced from the east side by 5 meters (16.40 feet), thereby moving the proposed road west away from the southerly most Quonset to allow for the placement of the northeast property pin prior to registration, and a revised future lot layout, by surveyor, of the remaining lands within the southwest portion of SW 9-106-15-W5M reflecting the road amendment shall be submitted to the Municipality, OR”*

Mr. Driedger questioned why another area structure plan would be required, this is just another unnecessary cost.

- Condition 4.4.(i) *“The southerly most Quonset shall be addressed by one of the following:*
 - b. *The southerly most Quonset shall be removed from the lands by October 1, 2008. Certified funds in the amount of \$5000 shall be provided as security fro the removal of the southerly most Quonset. 852886 Alberta Lt. assumes full responsibility and costs for the removal of the Quonset by this date. Furthermore, the northeast property pin shall also be placed in its required location by October 1, 2008.*

Failure to remove the southerly most Quonset and failure to place the northeast property pin by October 1, 2008 will result in the Municipality using the certified funds to pay for the removal of the Quonset and the placement of the property pin. No extensions of the date will be granted."

Mr. Driedger stated that the owner does not intent to move the southerly most Quonset this year. Furthermore, he does not understand what the issue is with leaving the Quonset in its current location. The only time the Quonset will present a problem is when the road is to be constructed and that will not happen in the near future. When the time comes to construct the road the Quonset will be removed therefore Mr. Driedger recommended that the removal deadline of October 1, 2008 be removed.

MOTION 08-62 MOVED by Beth Kappelar

That the following conditions be amended on the Developers Agreement for Subdivision Application 44-SUB-07 on Part of SW 9-106-15-W5M in the name of Peter Fehr:

Condition 4.4.(e) be removed.

Condition 4.4.(f) be removed.

Condition 4.4.(i) "The southerly most Quonset shall be removed from the lands prior to road construction. Certified funds in the amount of \$5000 shall be provided as security for the removal of the southerly most Quonset. 852886 Alberta Ltd. assumes full responsibility and costs for the removal of the Quonset prior to road construction. Furthermore, the northeast property pin shall be placed in its required location upon completion of road. Failure to remove the southerly most Quonset and failure to place the northeast property pin as specified above will result in the Municipality using the certified funds to pay for the removal of the Quonset and the placement of the property pin. No extensions of this deadline will be granted."

CARRIED

6. **MISCELLANEOUS ITEMS**

Miscellaneous item 6a and 6c to be discussed later on in the meeting.

b) Subdivision Proposal

**Plan 912 3390, Block 15, Lots 33 and 34; La Crete
Henry Knelsen and Peter Harder**

Henry Knelsen was present to discuss the proposed subdivision with the Municipal Planning Commission.

The proposed subdivision was presented to the Municipal Planning Commission at the January 24, 2008 meeting where the following decision was made "That the subdivision application in the name of Henry Knelsen and Peter Harder on Plan 912 3390, Block 15, Lots 33 and 34 be allowed to be submitted subject to the subdivision being for the building only with the lands remaining as common property. No additional units are permitted to be constructed on these lands."

Mr. Knelsen has been getting a lot of interest from potential buyers to convert the apartment complex to townhouses so he approached the Planning Department with another possible parking solution; parallel parking from the rear off of the public utility lane.

Administration stated that in order for the utility lane to be used as an access to the proposed property all affected utility companies would need to be contacted to provide comments. The entire utility lane would need to be used as a road as it does not provide enough room for vehicles to turn around. If approval was granted, the utility lane would need to be registered as a road and any existing utility lines would require the registration of a right-of-way with Land Titles. Maintenance of the road would be completed by Mackenzie County's road department.

The Municipal Planning Commission questioned if using the utility lane as a road would work should a utility company need to complete some work. This could interfere with traffic going back and forth to the apartment building as well as interrupt the much needed utility maintenance.

Mr. Knelsen's intention is to construct two additional units; he would consider changing it to one larger unit instead of creating two.

The parking availability for tenants and visitors is something that needs to be carefully considered by the Municipal Planning Commission.

Mr. Knelsen stated that he does not understand why visitor parking is a requirement, the visitor parking that he currently has is being utilized very little.

The Municipal Planning Commission questioned how Single Family Dwelling parking requirement was different from this type of development.

Administration stated that Single Family Dwelling lots are not as congested as a Town House, Condominium or Apartment Building and that Single Family Dwellings are more spread out thereby not causing as much traffic flow disruption should a visitor park on the street. Furthermore, these lots have vehicles parked one behind the other on the property.

Mr. Knelsen stated that the parking in the front of each unit should be adequate enough to park vehicles one behind the other and that there should be no need to park vehicles in the back. If need be then parallel parking off of the utility lane could be created for the extra, seldom used, tenant vehicle.

Administration mentioned the following option

- continue using the existing access on the south west side of the property; create a road (road dedication) on the west side of the property which would lead to parking in the back of the apartment building.

The Municipal Planning Commission had the following comments and questions in regards to Administration's suggestion:

- who would be responsible for maintaining the road
- who would be responsible for maintaining the parking stalls
- what would happen if the only person who used the rear parking was the tenant who lived in the unit that was furthest to the east
- the adjacent property to the west is vacant at this time, should someone decide to reside there what would the County do should concerns come in with regards to the traffic noise

- where would you store all the snow when the road and parking lot does get cleared

Mr. Knelsen responded that each tenant would be responsible for maintenance of their own section of parking stalls.

Administration responded that the road would be maintained by the County roads department.

The Municipal Planning Commission questioned if the Apartment Building had separate utility servicing.

Mr. Knelsen stated that the water, sewer and power are separate, but the gas is combined.

The Municipal Planning Commission stated that the Utility Companies and the Road Department would need to have input into this proposal prior to a decision being made.

The Director of Planning suggested tabling the proposal in order to complete a site inspection to determine the parking availability.

MOTION 08-63 MOVED by Ed Froese

That the subdivision proposal on Plan 912 3390, Block 15, Lots 33 and 34 in the name of Henry Knelsen and Peter Harder be tabled until the next meeting so that a site inspection can be completed to determine the parking availability.

CARRIED

**b) Bylaw 673/08
Plan 6076RS, Block 6, Lot 1; La Crete
Ed Harder Construction Ltd.**

Ed Harder was present to discuss the proposed rezoning application with the Municipal Planning Commission.

MOTION 08-64 MOVED by Beth Kappelar

That the Municipal Planning Commission recommendation to Council be for the approval of the rezoning of Plan 6076RS, Block 6, Lot 1 from Hamlet Residential District 1 "HR1" to Hamlet Residential District 3 "HR3" subject to the public hearing input.

CARRIED

4. DEVELOPMENT

- b) Development Application 35-DP-08
Boyer Truss Ltd. (Byron Isaac); Manufacturing Firm
(Manufacturing Roof & Floor Trusses)
NE 5-109-13-W5M (Boyer Settlement, Lot 22);
Fort Vermilion Rural**

MOTION 08-65 MOVED by Jack Eccles

That Development Permit 35-DP-08 on Part of NE 5-109-13-W5M in the name of Boyer Truss Ltd. be approved as a Farm Subsidiary Business with the following conditions:

1. The developer must comply with all of Alberta Safety Codes regulation for a Commercial building. Failure to do so shall render this permit Null and Void.
2. This permit may be revoked at any time, if, in the opinion of the Development Authority, the Farm Subsidiary Business has become detrimental or otherwise incompatible with the amenities of the neighborhood.
3. Minimum building setbacks: 41.15 meters (135 feet) from any road allowances and 15.24 meters (50 feet) from any other property lines.
4. An unlit sign to identify the Farm Subsidiary Business may be placed in a window or exterior of the house and the sign shall not exceed 1.1 meters (12 square feet).
5. At all times, the privacy of the adjacent dwellings shall be preserved and the farm subsidiary business shall not unduly offend the surrounding residents by way of excessive lighting, noise, traffic, congestion, late visitations by clients, etcetera.
6. If a sign is placed on the property the sign shall be located a minimum of:
 - i. 200 meters from regulatory signs
 - ii. 3 meters (9 feet) from the outer edge of the road or not less than 1.5 meters from the property line if on private property.

7. 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.
8. The sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.
9. The sign shall:
 - i. Not obstruct the orderly and safe flow of vehicular and pedestrian traffic.
 - ii. Not unduly interfere with the amenities of the district.
 - iii. Not materially interfere with or affect the use, enjoyment or value of neighbouring properties.
 - iv. Not create visual or aesthetic blight.

CARRIED

- c) Development Application 36-DP-08
Ray Toews; Hanger and Addition
Plan 892 1365, OT; Fort Vermilion Airport**

MOTION 08-66 **MOVED** by Beth Kappelar

That Development Application 36-DP-08 on Plan 892 1365, OT in the name of Ray Toews be tabled until a Lease Agreement has entered into.

CARRIED

- d) Development Application 40-DP-08
Philip Fehr; Ancillary Building (Hobby Shop)
Plan 042 0507, Block 1, Lot 9; La Crete Rural**

MOTION 08-67 **MOVED** by Beth Kappelar

That Development Permit 40-DP-08 on Plan 042 0507, Block 1, Lot 9 in the name of Philip Fehr be approved with the following conditions:

1. A variance of 462.5 square feet for the total area of the ancillary building (hobby shop) is hereby granted. The maximum area of the ancillary building (hobby shop) shall be 1387.5 square feet.
2. The maximum height of the ancillary building (hobby shop) shall be 15 feet.

3. This ancillary building (hobby shop) is approved for personal purposes only and no commercial activity is permitted in this building or district. If the developer intends to use the ancillary building (hobby shop) for commercial use, a rezoning or Land Use Bylaw amendment application must be submitted and approved. Upon approval of the rezoning or Land Use Bylaw amendment a new development permit must be received and approved prior to the commencement of a commercial use.
4. The developer shall enter into a Developers Agreement with the County for the construction of the ancillary building (hobby shop) prior to commencement of construction. The Developers Agreement will be registered against the title.
5. Minimum building setbacks: 15.24 meters (50 feet) front yard (east); 15.2 meters (50 feet) rear yard (west); 7.6 meters (25 feet) south side yard and 15.2 meters (50 feet) north side yard, from the property lines.
6. The ancillary building (hobby shop) shall be constructed and finished with similar construction materials as the residence and shall compliment the natural features of the site and the aesthetics of the neighbouring houses to the satisfaction of the Development Authority.
7. No ancillary building erected/or moved onto the site shall be used as a dwelling.
8. All sewage disposal systems to be in conformance with the Alberta Private Sewage Treatment and Disposal Regulations.
9. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Road/Maintenance Department for Mackenzie County at 928-3983. Access to be constructed to Mackenzie County standards and at the developers expense.
10. No construction or development is allowed on a right-of-way.
11. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.

CARRIED

**e) Development Application 45-DP-08
Robert Schartner; Shop with Existing Tradesman's Business
SE 7-109-13-W5M; Fort Vermilion Rural**

MOTION 08-68 MOVED by Jack Eccles

That Development Permit 45-DP-08 on SE 7-109-13-W5M in the name of Robert Schartner, be approved with the following conditions:

1. All conditions and requirements by Alberta Infrastructure and Transportation are to be met to their specifications and standards. Failure to do so shall render this permit Null and Void.
2. Minimum building setbacks: 41.15 meters (135 feet) from any road allowances and 15.24 meters (50 feet) from any other property lines or setback requirements from Alberta Infrastructure and Transportation, which ever is greater.
3. The new shop shall meet all Alberta Safety Code requirements for Commercial Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.
4. All setbacks from property lines adjacent to the Provincial Highway shall meet Alberta Infrastructure and Transportation setback requirements.
5. All conditions and requirements by Alberta Infrastructure and Transportation are to be met to their specifications and standards.
6. An unlit sign to identify the Tradesman Business may be placed in a window or exterior of the house and the sign shall not exceed 1.1 meters (12 square feet).
7. The total site area (lot) shall have a positive surface drainage.
8. 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 928-3983. Access to be constructed to Alberta Infrastructure and Transportation and Mackenzie County's standards and at the developer's expense.
9. If a sign is placed on the property the sign shall be located a minimum of:

- i. 200 meters from regulatory signs
 - ii. 3 meters (9 feet) from the outer edge of the road or not less than 1.5 meters from the property line if on private property.
10. 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.
11. The sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.
12. The sign shall:
 - i. Not obstruct the orderly and safe flow of vehicular and pedestrian traffic.
 - ii. Not unduly interfere with the amenities of the district.
 - iii. Not materially interfere with or affect the use, enjoyment or value of neighbouring properties.
 - iv. Not create visual or aesthetic blight.

CARRIED

- f) **Development Application 46-DP-08**
James Peters; Mobile Home, Addition and Deck with Variance
NW 17-106-15-W5M (Plan 972 0991, Block 1, Lot 1);
La Crete Rural

MOTION 08-69 **MOVED** by Manfred Gross

That Development Permit 46-DP-08 on Plan 972 0997, Block 1, Lot 1 in the name of James Peters be approved with the following conditions:

1. A variance of 17.68 meters (58 feet) of the west property line setback (front yard) is hereby granted for the placement of the mobile home, addition and deck.
2. A variance of 7.62 meters (25 feet) of the east property line setback (rear yard) is hereby granted for the placement of the mobile home, addition and deck provided that this setback meets the requirements of Alberta Environmental Protection.
3. In addition to the above noted setback requirements, the minimum building or structure setbacks from the upper bank of Lake Tourangeau shall be 75 feet (22.8 meters) or

setback requirements from Alberta Environmental Protection, whichever is greater.

4. Obtain written approval from Alberta Environmental Protection regarding setback requirements on the proximity of Lake Tourangeau, prior to commencement of any development.
5. Minimum building setbacks: 23.5 meters (77 feet) from the west boundary (road allowance), 7.62 meters (25 feet) from the northeast boundary (panhandle area), and 15.24 meters (50 feet) from any other property line.
6. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards.
7. All sewage disposal systems to be in conformance with the Alberta Private Sewage Treatment and Disposal Regulations.
8. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Road/Maintenance Department for Mackenzie County at 928-3983. Access to be constructed to Mackenzie County standards and at the developers expense.
9. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.

CARRIED

6. MISCELLANEOUS ITEMS

- a) **Bylaw 670/08
Part of NW 9-106-15-W5M; La Crete
Vangard Realty Ltd.**

MOTION 08-70 MOVED by Beth Kappelar

That no further rezoning applications for NW 9-106-15-W5M be processed until the required Municipal Reserve for these lands has been resolved.

CARRIED

c) **Action List**

The Action List of March 27, 2008 was reviewed.

7. **IN CAMERA**

MOTION 08-71 **MOVED** by Ed Froese

That the Municipal Planning Commission go into camera at 11:28 a.m.

CARRIED

MOTION 08-72 **MOVED** by Beth Kappelar

That the Municipal Planning Commission come out of camera at 11:35 a.m.

CARRIED

8. **NEXT MEETING DATES**

Municipal Planning Commission meeting dates are scheduled as follows:

- ❖ Tuesday, April 15th (review Draft Land Use Bylaw and Draft Municipal) at 1:00 pm in La Crete – **POSTPONED**
(Planning Department requires more time to review)
- ❖ Thursday, April 24th at 6:00 p.m. in Fort Vermilion

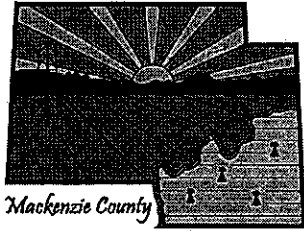
9. **ADJOURNMENT**

MOTION 08-73 **MOVED** by Manfred Gross

That the Municipal Planning Commission meeting be adjourned at 11:39 a.m.

CARRIED

These minutes were adopted this 24th day of April 2008.



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 6, 2008
Presented By:	William Kostiw, Chief Administrative Officer
Title:	CAO & Director Reports

BACKGROUND / PROPOSAL:

See attached Director reports.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

That the Director of Corporate Services, Director of Public Works & Agriculture, Director of Environmental Services, Director of Planning & Emergency Services, and the Chief Administrative Officer reports be accepted for information.

Author: W. Kostiw Reviewed By: _____ CAO

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

Page 1

Attended the following meetings:

April 3 – Meeting with Town of High Level
April 8 – Mustus Lake Power Plant meeting
April 10 – Council meeting
April 15 – Managers meeting
April 17 – Meeting with Town of High Level
April 19 – Zama - meeting with Don Roberts
April 21 – Meeting with Town of High Level
April 23 – Finance Committee meeting
April 25/26 – La Crete Trade Show
April 28 – Corporate Services Department meeting
April 29 – Special Council meeting (2008 Budget review)

Personnel update:

We are re-advertising for the La Crete Administrative Assistant and we will be interviewing for the Temporary Accounting Clerk (TCA project) next week.

Administration, projects and activities:

⇒ 2007 Year End

The draft 2007 Financial Statement and Financial Information Return will be presented to Council at their May 6, 2008 meeting.

⇒ 2007 FCSS Annual Financial Report

The 2007 FCSS Annual Financial Report was prepared and submitted by the April 30, 2008 deadline. Fort Vermilion, La Crete and Zama FCSS groups submitted reports to the County required for compiling the Annual Financial Report.

⇒ 2008 Assessment and 2008 Tax Rate Bylaw

The new assessments were downloaded and reconciled. We received the 2008 Alberta School Requisition Fund documents on April 29 and the draft 2008 Tax Rate Bylaw will be presented to Council at their May 6, 2008 meeting.

⇒ 2008 Operating and Capital Budgets

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

Page 2

The revised 2008 Operating and Capital Budgets were prepared and presented to the Finance Committee at their April 23, 2008 meeting and to Council at their April 29, 2008 Special Council meeting.

⇒ Other general

The department assisted with preparing the ambulance review documents and the Town of High Level negotiations documents and calculations.

⇒ Upcoming activities

The following are some of the upcoming projects/activities (as per the Financial Management Plan presented to Council during the budget deliberations):

- Prepare grant application for the Zama Building as soon as possible
- AUPE negotiations – will be assisting with preparation for this process
- The next Finance Committee is scheduled for May 16 (fuel purchases and processes review)
- 2007 Statistical Information Report is due by June 30
- Prepare new Applications for Program Acceptance for Municipal Sustainability grants by June 1
- Prepare and submit debenture borrowing applications by May 15 for the Zama projects (being delayed, probably will borrow by September)
- Offsite levy review (working together with other departments and an engineering firm)
- Tangible Capital Assets project – new funding was announced for this project; the County received \$35,414. This is an ongoing project.
- Utilities rates review

Respectfully submitted,

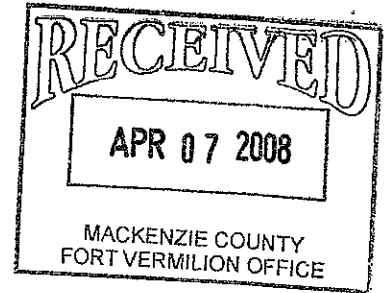


Joulia Whittleton



incredible!

**Regional Economic
Development Initiative**
for Northwest Alberta



Mr. Bill Kostiw
Chief Administrative Officer, Mackenzie County
Box 640
Fort Vermilion, AB
T0H 1N0

April 3, 2008

COPY

Re: Municipal Membership Fee

Mr. Bill Kostiw

The Regional Economic Development Initiative for Northwest Alberta (REDI) believes in promoting, supporting and enhancing economic growth and diversification in Northwest Alberta through regional cooperation and partnerships. Thanks to the commitment and financial support of your municipality, the REDI Alliance is able to undertake a number of important projects that benefit our region.

REDI is currently in the process of determining membership fees for the 2008-2009 operating year. In the past, member municipalities have paid \$75.00 for each business operating in their municipality. However, for the 2008-2009 operating year, and 2009-2010 operating year, REDI is considering the implementation of a flat membership fee.

REDI proposes Mackenzie County and the Town of High Level pay an annual membership fee of \$25,000 in each of the 2008-2009, and 2009-2010 operating years.

Upon the conclusion of the 2009-2010 operating year the REDI Board will reexamine its membership fee structure.

We would appreciate your municipality's input concerning this proposal.

If you require further information concerning this matter do not hesitate to contact me via email at info@rediregion.ca or via phone at 780-926-7314.

Sincerely

2008 Operating Budget includes
\$25,000 for REDI

Jerry Chomiak
REDI Chair

Director of Environmental Services Report

For May 6, 2008

Regular Council Meeting

As we gear up for the construction season I look forward to the many projects that are about to start and anticipate a productive and busy summer.

I plan to be on vacation from May 7th to the 16th.

Utilities

- The sewer camera that was purchased has proved to be a very valuable tool.
- Zama water plant is progressing well and the structure should be up within the next few weeks.
- The SCADA project is well underway and scheduled for completion by July with the exception of Zama which will be done with the water plant.

Parks/Playgrounds and Facilities:

- The La Crete building committee is working hard to finalize the project and start construction.
- Administration is presently working on developing the seasonal camping stalls for Wadlin Lake.
- Met with the Tompkins campground group and they have scheduled a public meeting for the evening of May 5th.

Solid Waste:

- Nothing new to report.

Public Works South:

- We seem to have numerous drainage issues throughout the County that should be addressed in the near future.
- The equipment submission lists have been advertised and packages prepared.
- The public works staff, have been working hard to minimize the effects of abnormal spring runoff.
- Dust control for the Schools has been ordered and is scheduled for application on the 7th, weather permitting.
- The County road bans were implemented.
- Pauline Short is the new Public Works Admin Officer to replace MJ; her start day was April 28th.

Attachments:

John Klassen
Director of Environmental Services
Mackenzie County



Planning & Emergency Services

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

E-mail: rbecker@mackenziecounty.com

Planning & Emergency Services Report April 2008

Work continues on purchasing the lands in Zama for residential and commercial expansion. The application has been received and is being sent out to the various departments within SRD to have the lands assessed for value, timber resources etc. ISL has been working to create a residential design for the area east of the current campground in Zama. Once this is done we will need to confirm with local industry that they are in fact in need of lots. With some firm interest I feel that a RFP would attract some developers to do the work. The new lots in Zama along Aspen drive have been surveyed and will be ready for sale very soon.

The Ag Land task force continues to work its way through phase one of the plan. A draft document is being worked on to cover these lands. From Administrations view there are no large issues with phase one.

Discussions continue with ISL Engineering on the Municipal Development Plan, Land Use By law and area structure plans. We will be working on a draft guideline and timeline outlining when the various plans will be completed. This plan can then be brought to council for review and approval.

Two MPC meetings were held in April and I am happy to report that the committee is working very hard to ensure that the best decisions are being made for each proposed development.

I attended the Tompkins Emergency Services Society annual supper on April 18th at the Blue Hills School. A general overview of EMS services and the plans for purchasing some land in the area were discussed. On the 25th of April I attended the La Crete trade show and worked in the County booth.

Work continues with Telus on the ability to work towards a Mike Private Network and costs are still being worked on. I plan on having the RFD for council to consider at the May 22nd Council meeting.

R.N. BECKER

Director, Planning & Emergency Services



Mackenzie County

Office of Mackenzie County Emergency Services
 Box 1690, 10107-94 Avenue La Crete, Alberta, T0H 2H0
 Tel.: (780) 928-3983 Fax: (780) 928-3636 Cell.: (780) 841-1823
 E-mail: jgabriel@mackenziecounty.com

Emergency Services – Operations Report April 2008

Statistics:

Fire/EMS Station	EHS Unit #	Monthly EMS Calls	YTD EMS Calls	YTD Fire Calls
La Crete	1491 / 1420	30	119	15* / 7**
Fort Vermilion	1685	12	45	4
High Level	1686	10	46	1
Zama	1684	4	15	1
Total Calls		55	225	20

Statistics based on submitted PCR's, Dispatch Protocols, and Fire Reports.

*La Crete Station 1 and Station 2 total response

**La Crete Station 2 responses (Tompkins/Bluehills)

Ambulance Units:

Zama's ambulance unit 1684 inspection was completed with only minor repairs required.

Administration:

Administration was invited to attend the Tompkins Emergency Services Society (TESS) annual general meeting and fund raiser. The meeting was well attended by local supporters and members of the La Crete Fire Station 2. Topics included invoicing for fire calls, County owned fire station for Tompkins/Blue Hills area, and medical first response.

Administration met with the medical personnel from La Crete Station 2 to review aspects of the medical co-response that was sponsored by STARS. Topics of discussion included training, documentation, and equipment.

Administration was also in attendance at the regional fire chief's and officers meeting at the High Level fire station. Topics of discussion were related to introductions of new officer personnel, training requirements of the various departments, new equipment for the upcoming year.

"Protecting People and Property within Mackenzie County"

Dispatch & Communications:

Issues continue to plague the High Level and Zama repeater system; Glentel is unsure what is causing the lapses in coverage. Mike phones are still being utilized during the disruptions.

Administration attended the regional meeting in Grande Prairie for the Alberta First Responder Radio Communication System (AFRRCS). This meeting was well attended by regional emergency services providers and the provincial project managers. The province hopes to be able to release the RFP this summer to qualifying communication companies.

Training and Education:

DVD competency based training system has been implemented at all County run fire and EMS stations, personnel review both the DVD and training literature and write an exam that qualifies for continuing education credits. This reduces the preparation required by training personnel and deals with a variety of fire, rescue and EMS training topics.

The four La Crete Paramedic students have all successfully completed the didactic portion of their studies, hospital and ALS ambulance practicum's are all that remain in the course.

Building Repairs and Maintenance:

Issues are developing with the side walks impeding access to the entrances at the La Crete ambulance station; Henry Klassen is reviewing the problems and will provide advice within the next month.

Public Awareness:

EMS personnel were invited to speak at Sandhills School in La Crete; topics of discussion were related to the importance of education as well as the levels of education required for a career in EMS.

Administration was also in attendance at the County booth at the La Crete Trade Show, this was very well attended by local residents.

Month end Report of April 08 in Bylaw Enforcement

- Started work on unsightly properties.
- Continued to work on an early warning system for Mackenzie County.
- Ice Bridge wrap up, checked Signage.
- Dealing with more Bylaw Concerns regarding dogs in Fort Vermilion and Rocky lane school with the onset of spring time.
- Continued office work with communications
- Traffic count for south La Crete Access & River Road
- Completed training Schedule for county employees.
- Working together with the RCMP resolving ATV concerns.
- Dealt with bylaw concerns regarding holiday trailers being parked on utility right of ways.
- Hamlet patrols
- Worked on getting quotes for communications from Rodgers.
- Repaired and prepared Mike phones for county.

RON DYCK
COMMUNITY PEACE OFFICER
MACKENZIE COUNTY

Public Works Council Report

06 May 2008

Activities

Gravel

Prepare for the 2008 crushing and regravelling programs.

Zama & Fort Vermilion Water projects

The cost review of these projects are challenging at points, especially in terms of the water plants which are lump sum contracts. However, we do not anticipate over expenditure with these projects based on the original scope.

Ice Bridge

Project is complete and it is anticipated that the County will recover in-house costs of approximately \$28,000 and additional fees of \$18,000. Two items of \$5,000 are being disputed by AIT but we believe that we will recover these costs.

Other items:

- Road tour to inspect some drainage concern areas; and
- We are currently reviewing our capital projects in terms of engineering and cost control.

Project No: **MAC550**
 Meeting Date: **April 9, 2008**
 Meeting Time: **1:00 PM**
 Meeting No:
 Written By: **Deon H.J. Wilner**

Project: **All Mackenzie County Projects**
 Client: **Mackenzie County**
 Location: **County Council Chambers, Fort Vermilion, AB**
 Purpose: **Project Engineering Update Meeting**
 In Attendance: **Bill Kostiw - Mackenzie County** **Ray Toews - Mackenzie County**
 Mark Schonken - Mackenzie County **Dave Crichton - Mackenzie County**
 John Klassen - Mackenzie County **Deon Wilner - ISL**
 Distribution: **All present**

The subjects discussed and decisions reached are summarized in the following record. Please notify the author of any errors or omissions. If no comments are received within 7 days this record is considered correct.

Item	Description	Action By
1.	<p><u>Current Projects</u></p> <p>ISL is currently working on the following projects with Mackenzie County.</p> <ul style="list-style-type: none"> • Mackenzie County GIS/Mapping 12093 • Mackenzie County Regional SCADA 12270 • Mackenzie County Master Planning 12518 • Mackenzie County Regional Water 12520 • Fort Vermilion 45th Street Upgrade 01 12300 • Fort Vermilion Mackenzie Housing Subdivision 02 12300 • Fort Vermilion Sewage Lift Station 12326 • Zama Water Treatment Plant 01 12411 • Zama Raw Water Supply Line 02 12411 • Zama Wastewater Lagoons 03 12411 	
2.	<p><u>Mackenzie County GIS/Mapping</u></p> <p>The utility drawings of all three hamlets sent to ISL have been digitized and placed in the GIS. The data and its integrity now needs to be verified.</p> <p>Those drawings that we marked record drawings or as-built drawings have been entered as such. Other utility drawings have been entered as well, but have been identified as not verified in the field.</p> <p>There are parts of each hamlet that appears not to have any data (especially Zama) and this data may need to be collected by field survey. As ISL has a field person in</p>	

Project No:
Meeting Date:
Meeting No:

MAC550
April 9, 2008

Zama, we will have him collect the necessary data.

3. Mackenzie County Regional SCADA

Redline Electric, a subcontractor to Nason Contracting has complete most of its work in the Fort Vermilion water treatment plant.

Nason's own forces are currently working at the Fort Vermilion water treatment plant doing much of the instrumentation and control required to incorporate this water treatment plant into a regional SCADA (System Control and Data Acquisition) system.

The PLC (Programmable Logic Controller) has been purchased and has been programmed in Edmonton and should be on site next week.

4. Mackenzie County Master Planning

This work is comprised of four parts; the planning component such as municipal development plan, land use bylaws, etc; and road and utility master plans (water, storm and sewer) for each La Crete, Fort Vermilion and Zama. It is agreed that work related to the planning is to continue as intended, but due to cost/funding considerations work on the master plans is on hold.

Prior to any road or utility master plans are developed, data collection and verification must take place. Much of the data collection for the water and sewer is subcontracted out to a firm such as SFE to install flow measuring devices in the sewer piping at key locations and monitor this for the whole summer / rainfall season. At the same time rain gauges are installed to measure the rainfall. SFE also conducts fire hydrant flow tests on key hydrants. All of this data is fed back into the different computer models in order to calibrate the models and produce reliable data.

ISL and Ryan Becker will be having a conference call on Friday to discuss planning. ISL is awaiting some data and direction from the County before continuing.

5. Mackenzie County Regional Water

Work has started on this project. The proposed scope of work for \$75,000 (available funding) was sent to Mike Yakemchuk at Alberta Transportation (funding authority) for his review and input. He has indicated that he is good with the proposed scope of work and focus of this project.

6. Fort Vermilion 45th Street Upgrade

This work was tendered last year and has been awarded to Knelsen Sand and Gravel along with the Mackenzie Housing subdivision work. Construction will take place in

Project No:
Meeting Date:
Meeting No:**MAC550**
April 9, 2008

the 2008 construction season.

7. **Fort Vermilion Mackenzie Housing Subdivision**

This work was tendered last year and has been awarded to Knelsen Sand and Gravel along with the 45th Street upgrade work. Construction will take place in the 2008 construction season.

ISL is just finalizing the stormwater drainage on the subdivision, part of the north area may need to be drained to an infiltration gallery as the soils are permeable and there is no where else to drain to. The south lands will drain to the existing low lying area south of the subdivision.

These lands we have understood are owned by Knelsen Sand and Gravel and the County will be looking into purchasing this land.

8. **Fort Vermilion Sewage Lift Station**

Nason Contracting has done some mechanical work on site and their electrical Subcontractor, Redline Electric did most of the electrical upgrades and Nason will start the work on the remainder of the project shortly. Work is being done in conjunction with the Regional SCADA work in the water treatment plant.

9. **Zama Water Treatment Plant**

Work is well underway and construction progress meetings are being held every two weeks.

10. **Zama Raw Water Supply Line**

This project has been substantially performed. There remain some seasonal deficiencies that will be completed late spring or early summer depending on the weather.

11. **Zama Wastewater Lagoons**

Work on this project has been halted until the spring thaw is past. Vast quantities of water and wet soil creates problems when construction berms for the sewage lagoons. Once the weather has improved and the soils are sufficiently dry, work will commence again.

Mark Schonken

From: Dave Crichton
Sent: Monday, April 28, 2008 4:50 PM
To: John Klassen; Mark Schonken
Cc: Bill Kostiw; Dave Crichton
Subject: Bi weekly manager status report April 08

April 28, 2008

Managers Report

Items for review

Zama Lagoon:

Temporally shut down for the early spring due to the snow melt expected back on site June 2, 2008. The current condition of the work site seem to be fair considering the snow melt, holding the water out of the main construction site. Park Land Geo from Grand Parie will be doing the compaction tests for the berm and base not EXH.

Zama's new WTP

The construction has been shut down for the past 7 days due to Nason turn around. Status of the job site that the curb walls have been poured and that the tie holes have been plugged and water proofed. Suspended floor has been completed with the drain lines installed. The concrete testing for the project has come back very positive for the 7 day test and the 30 day tests. ISL and Nason should have a design for the raw water truck fill addition and the location of the truck fill will be on the south end of the new WTP. They are looking at adding an additional pump to the raw water chamber and this one will be designated solely for truck fill. I'm expecting a price cost this week. The walls have arrived on site and only waiting for the trusses, once the existing reservoir and the new one are tied together then the walls can be erected.

Fort Vermilion SCADA

Nason and ISL will be arriving on sit and staying until commishing of the system. All of the instrumentation has been installed except for the level transmitter for the raw water chamber. There has been some discrepancy over the material list in the contract and what was actually used. Example Chemical feed scale (Polymer) \$13,778.00 and they didn't install. In it place they decided that to go with a level trans miter and bill \$6,889.00 on this line item I talked with Deon and he called Taylor and Nason has agreed to revise there billing and renegotiate prices. There are 3 items like this for review and there will be a price reduction to the bottom line.

Fort Vermilion Cladding

Nason will be back up here to complete the vestibule in the later part of spring, early summer. Nason has arranged for some one locally to clean up the yard site and remove all debris. I have received the price for the Chlorine Gas up grade it is \$68,441.51 and the HVAC up grade is \$48,969.71. There is still some work required inside of the building as in changing the over head door and removal of the glass door and fixing the ceiling where the black mold is.

Fort Vermilion Lift Station

There was some discussion on the structural integrity of the existing building and why Nason used a Genset with a large fuel cell. After reviewing with Deon he came to the conclusion that there is no issue with the structure and that Nason will decrease the size of the fuel cell to 20 gallons and this will be situated in side with the diesel genset.

Nason will issue a cost credit for the removal of the fuel cell. Nason mechanical is expected to be on site in the near future as soon as the new fuel tank is completed should be the end of the week. They have installed most of the wiring and electric controls.

Other Business

The Zama Sewage lagoon has been released for it spring discharge and an sample analysis has been sent in for testing. Well 86-1 Zama has a defective pump and currently operating on 93-1 with no back up. A new pump has been ordered from Corex and the cost is \$1800.00 I will install this when it comes in ASAP. I have asked ISL if the proposed future development plan goes a head if the distribution pumps will be adequate for the hamlets fire flows. If we use the WTP contract for Zama it is under section 7.1 as an option to replace the existing pumps but this would only be the same thing as what is in there currently. If the Hamlet decides to expand there will be more mains in the ground, more services and more fire protection required. What is proposed in section 7.1 will not be adequate to meet the demand if the hamlet doubles its size in the next 5-7 years. This really depends on the rate of growth. Waiting for comments from ISL.

David Crichton
Regional Supervisor

CAO REPORT TO COUNCIL
May 6, 2008

This report is an overview of Mackenzie County operations and projects. Today's council meeting is especially important as we hope to adopt the final 2008 budget and set the mill rate. This process of setting the budget directly impacts our planned projects as well as setting reserves that may be sourced for additional works.

The finance director and other staff have been working very hard to get the budget in place with projects and major purchases well defined. I have reviewed the budget in detail and am pleased to help present a very comprehensive well planned budget. We have made great effort to match provincial/federal programs to our projects. Once the budget is passed it will also form the basis for completing our three year and five year road and capital plans.

Although the capital budget is significant, I certainly am concerned about our operating costs and budgets. These costs are aggravated by serious increases in fuel and other consumables. Operating costs will also increase as we add more municipal and community infrastructure and buildings. This is also why I feel it's important for Council to encourage multi-use facilities to help spread the operating costs. In any event, we trust Council will pass the budget and mill rate bylaw as is or amended as you see fit.

I know it's a busy time for all staff and council and perhaps during our workshop we could discuss meeting schedules and timing as well as other matters. We are also working on a holiday schedule for out of scope staff that ensures adequate coverage and supervision.

Some of the additional projects that I am presenting for Council's perusal are:

1. Surface Water Management Project/Road Rebuild

- a. Correction Line East
 - There is approximately eight miles of road to rebuild and ditch.
 - This project is intended to both rebuild the road and provide a significant drainage channel to Bear Creek Basin.
 - There is also some channel work to get from the end of road construction to ensure the water gets to Bear Creek Basin.
 - Estimated cost - \$500,000.

- b. Blumenort Road East
 - There is approximately three miles of road rebuild and surface water channeling to be done on this project.
 - This project will both get the road rebuilt and correct a serious water problem.

- The water will be channeled into an existing drainage ditch on the east end of the project.
- Estimated cost - \$170,000.

The above projects would be funded from current funds already in the 2008 budget proposal.

2. Highway 88 Connector

- This project has been applied for under the Resource Road program and approval from AIT is pending Ministerial approval.
- If the project is not approved Council may wish to consider spending \$500,000 to upgrade and pave the intersection.

3. Zama Helipad & Access Road

- This project will have the base complete from the stockpile on site. We will have to provide a surfacing for the pad which could be added to current projects. Estimated cost - \$80,000.
- Recommend the County negotiate the project with contractors on site for completion this fall.

4. La Crete Airport Runway Upgrade – 4,000 feet

- This project would convert the runway from grass to an asphalt strip. The runway would be extended from 2,900 to 4,000 feet providing a much safer airfield. I don't envision moving the tower at this time; however, we are contacting federal aviation officials to check things out.
- The County has several options to consider but I recommend Council consider a P3 plan. I see the P3 as an opportunity to get a good project and price. It also puts the construction responsibility on the contractor. Estimated cost - \$900,000 by "P3" or \$1,200,000 by normal engineered tender excluding the tower move.
- Recommend Council consider the "P3" option for construction completion in October 2009, subject to getting the tower problem solved and 2009 budget.

5. Fort Vermilion Runway Extension

- This project is to extend the paved runway approximately 400 feet to give a 3,400 foot strip. Estimated cost - \$200,000.
- Recommend Council include this as part of River Road reconstruction in 2009 and completion in the fall of 2009, subject to 2009 budget.

6. Gravel Crushing & Hauling

- The gravel hauling will be tendered this month and will include the option for a one year extension.
- I will present our crushing plan at the May 22, 2008 Council meeting; however, at this time I intend to crush only at the North Vermilion and Atlas pits.

In summary, I am pleased to report all of our business affairs are in very good order. I look forward to completing a lot of "old business" (ie. inter-municipal agreements) as well as our planned 2008 projects.

Thank you and I encourage Council to present their wishes for the summer workshop as well as to select a facilitator if so desired. I recommend that our main theme be strategic planning for the next three to seven years.

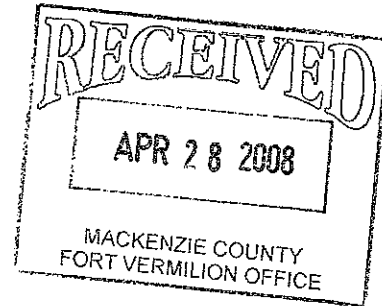
William Kostiw
CAO

Attachments:

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b. Tompkins Landing Ferry	9
c. MGB – 2008 Linear Property Assessment Complaints	11
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PREMIER OF ALBERTA



April 21, 2008

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

Dear Reeve Newman:

Thank you for your recent letter expressing your concerns over the importation of hog fuel from British Columbia. I also appreciate receiving your congratulations following the general election.

I have shared your concerns with the Honourable Ted Morton, Minister of Sustainable Resource Development. As importing forestry material lies within the Ministry's mandate, Minister Morton has advised me he is reviewing this matter and will be providing you with a further response in the next short while.

Thank you again for writing and expressing your support for small Alberta sawmills.

Sincerely yours,


Ed Stelmach

ES/hp

cc: Honourable Ted Morton
Minister of Sustainable Resource Development

Frank Oberle
M.L.A., Peace River



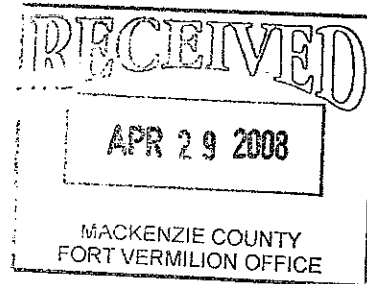
ALBERTA SUSTAINABLE RESOURCE DEVELOPMENT

Office of the Minister

AR18944

APR 24 2008

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



Dear Reeve Newman:

Premier Ed Stelmach has provided me with your March 25, 2008 letter that expresses your concerns regarding a decision by Sustainable Resource Development to allow the import of wood waste (hog fuel) from British Columbia to Daishowa-Marubeni International Ltd. (DMI) pulp mill near Peace River, Alberta. I am pleased to respond on behalf of the Alberta government.

The forestry sector in Alberta is currently experiencing unprecedented, harsh economic conditions based on the downturn of markets in the U.S., along with the high Canadian dollar and high energy and transportation costs.

It is my understanding that DMI has not renewed supply agreements with smaller operators in your region due to the high transportation costs involved. Several Alberta forest products companies are assessing their operations from a financial perspective in order to meet current business requirements and remain competitive and solvent during these difficult times.

By allowing hog fuel imports into Alberta from British Columbia, the government is allowing companies to make rational business decisions based on the current economic conditions. DMI has advised that the cost to haul wood waste from the northern mills in your area increase by over 30 percent when the ice bridge is out and the ferry is not available. DMI has also advised that they have now shut down the haul from British Columbia due to sufficient supply in their mill yard and that they will commence chipping from their own operations to meet supply needs.

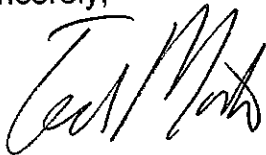
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The issue of importing hog fuel from British Columbia into Alberta with mountain pine beetle (MPB) was thoroughly assessed and found not to be a risk to the pine forests of Alberta. The department has developed Alberta's Mountain Pine Beetle Log Management Directive which outlines the requirements of companies for movement, processing and storage of beetle infested wood. The directive can be found on the department's website at http://www.srd.gov.ab.ca/forests/docs/MPB_log_management_directive.pdf.

The department has approved the disposal of wood waste through a wood waste grinder (hogger) as an acceptable method of dealing with pine infested beetle wood. Also, Sustainable Resource Development has requested stringent measures be taken to monitor mountain pine beetle at Canfor's mill and it should also be noted that the DMI mill is surrounded by aspen, which poses even less risk of mountain pine beetle infestation and spread.

I trust that this addresses your concerns.

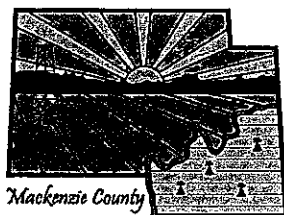
Sincerely,

A handwritten signature in black ink, appearing to read "Ted Morton". The signature is stylized and cursive.

Ted Morton
Minister

cc: Honourable Ed Stelmach
Premier

Frank Oberle
MLA, Peace River



Mackenzie County

P.O. Box 640, Fort Vermilion, AB T0H 1N0
Phone (780) 927-3718 Fax (780) 927-4266
www.mackenziecounty.com

May 2, 2008

The Honorable Luke Ouellette
Minister of Transportation
320 Legislature Building
10800-97 Avenue
Edmonton, Alberta
T5K 2B6

Dear Minister:

RE: TOMPKINS LANDING FERRY

We wish to express serious concerns in regards to the operation of the Tompkins Landing ferry. It would only seem logical that the maintenance of the ferry be completed prior to the ice breakup and that the ferry be operable immediately after the ice has cleared. These unnecessary delays cause extreme hardship to our ratepayers and local businesses that require this essential route on a daily basis.

Perhaps the province should reconsider awarding the contract to La Prairie Group and find a more reliable, responsible operator. We also express further concern over the general maintenance and service provided by La Prairie Group on other roads over the last several years.

Thank you for your attention to this urgent matter. Please feel free to contact me at (780) 821-3578 or our Chief Administrative Officer, William Kostiw, at (780) 841-1801 to further discuss this issue.

Yours sincerely,

Greg Newman
Reeve

pc: Frank Oberle, MLA – Peace Region
County Council

STATUS OF COMPLAINT

April 15, 2008

Shawna Burke-Martin
Deloitte & Touche LLP
3000, Scotia Centre
700 – 2 St. SW
Calgary AB T2P 0S7

Re: 2008 (tax year) Linear Property Assessment Complaints
981384 Alberta Ltd., 981405 Alberta Ltd., Access Pipeline, Advantage Oil & Gas, Anterra Energy Inc., Arc Resources Ltd., Arsenal Energy Inc., Baytex Energy Ltd., Bonavista Petroleum, Chamaelo Exploration Ltd., Cinch Energy Corp., Compton Petroleum Corp., Crescent Point Energy Trust, Crew Energy Ltd., Delphi Energy Corp., Dominion Exploration Canada, Duvernay Oil Corp., Fairborne Energy Ltd., Flagship Energy Inc., Great Plains Exploration, Kereco Energy Ltd., Magnus One Energy, MEC Operating Company, MEC Energy, NuVista Energy, Paramount Resources Ltd., Paramount Energy Operating Corp., Pear EP Canada Ltd., Pioneer Natural Resources Ltd., Pipeline Management, Sabretooth Energy Ltd., Sabretooth Resources Inc., TAQA North Ltd., Triaxon Resources, Twin Butte Energy, Vermilion Resources, Vero Energy, WIN Energy

The Municipal Government Board (MGB) has reviewed your application for linear property assessment complaint and determined that it is complete.

The next step in the complaint process is to ask parties if the matters can be resolved informally or if actions are required to proceed to a merit hearing. The MGB encourages you to contact the linear assessor to determine if any resolution is possible without the need for a merit hearing.

An MGB case manager will be contacting you to discuss and help organize your complaint and to answer any questions you may have about the MGB's linear property complaint process. The case manager may also ask if you are willing to participate in meetings with the Designated Linear Assessor (DLA) to encourage resolution of complaints outside of the preliminary hearing process.

Beginning the second week of May 2008, the MGB will be conducting preliminary hearings for many of the properties for which complaints have been filed. It is expected that all parties who come to these hearings will be prepared to fully address the matters under complaint. Parties should be familiar with the expectations and steps involved with a preliminary hearing outlined in

STATUS OF COMPLAINT

April 15, 2008

Joe Thibault
JT Tax Consulting Ltd.
522, 206 – 7 Ave. SW
Calgary AB T2P 0W7

**Re: 2008 (tax year) Linear Property Assessment Complaints
Apache Canada Ltd., Daylight Energy Ltd., Burlington Canada Resources Ltd.,
Burlington Resources Canada (Hunter) Ltd., ConocoPhillips Canada Ltd.,
ConocoPhillips Canada Resources Corp.**

The Municipal Government Board (MGB) has reviewed your application for linear property assessment complaint and determined that it is complete.

The next step in the complaint process is to ask parties if the matters can be resolved informally or if actions are required to proceed to a merit hearing. The MGB encourages you to contact the linear assessor to determine if any resolution is possible without the need for a merit hearing.

An MGB case manager will be contacting you to discuss and help organize your complaint and to answer any questions you may have about the MGB's linear property complaint process. The case manager may also ask if you are willing to participate in meetings with the Designated Linear Assessor (DLA) to encourage resolution of complaints outside of the preliminary hearing process.

Beginning the second week of May 2008, the MGB will be conducting preliminary hearings for many of the properties for which complaints have been filed. It is expected that all parties who come to these hearings will be prepared to fully address the matters under complaint. Parties should be familiar with the expectations and steps involved with a preliminary hearing outlined in Attachment A. Should your complaint proceed to the preliminary hearing stage you will be notified of the date and time of your hearing in the coming weeks.

Section 500(1) of the Municipal Government Act requires the MGB to hear and decide all 2006 complaints by June 30, 2006. The MGB understands that in practice time extensions will be needed, however, like last year the MGB intends to aggressively schedule all merit hearings on the 2008 linear complaints so that they take place prior to December 31, 2008.

Page 2
JT Tax Consulting Ltd.
April 15, 2008

For those municipalities wishing to participate actively in this complaint process, please read Attachment B for details. The MGB has attached an electronic copy of the subject complaints.

If parties are aware of any difficulties, including legal issues, that may arise or jeopardize the timelines, please contact Sean Sexton or Luisa Adams at (780) 427-4864.

LAdams

Municipal Government Board

Attachment A: Preparation Required for Preliminary Hearing
Attachment B: Notice to Municipalities
List of Complaints by Assess/LPAU-ID

cc: - C. Uttley, Assessment Services Branch, Alberta Municipal Affairs
- Municipalities

ATTACHMENT A

Preparation Required for Preliminary Hearing

The Municipal Government Board (MGB) has set dates for a preliminary hearing on the above noted linear assessment complaint(s). The purpose of this preliminary hearing is to determine the following:

1. If matters under complaint are fully understood by all parties;
2. If there is a need for supporting documentation to clarify the issues under complaint;
3. If there is a question on whether or not the Municipal Government Act, Regulations or Minister's Guidelines have been applied correctly or equitably;
4. If any previous MGB decisions affect the issue(s) under complaint;
5. If there is an opportunity for narrowing or reducing matters under complaint;
6. If an opportunity exists to resolve matters under complaint;
7. What are the earliest possible exchange dates (evidence, argument, will-say statements, list of witnesses);
8. What are the earliest possible merit hearing dates (or if necessary future preliminary hearing dates);
9. If there are any other issues or concerns that might impact the timing and hearing of all matters under complaint.

While not all of the above points may apply to the matters under complaint, it may be necessary to clarify the respective points before the MGB. Therefore, in order to determine what needs to be clarified, the MGB asks Complainants to be prepared at the preliminary hearing to discuss or present the evidence or circumstances that led them to making their complaint.

Further, the MGB asks that the Respondent be prepared to answer general questions and/or explain practices followed relative to how the assessment was prepared. Lastly, the parties to the complaint are asked to discuss the above issues with one another prior to the preliminary hearing.

Attachment B

NOTICE TO MUNICIPALITIES

Re: 2008 (tax year) Linear Property Assessment Complaints

The Complainant has filed the above linear property assessment complaints with the MGB that may affect your municipality.

If your municipality wishes to become an active participant in the complaint process, you must notify the MGB in writing with copies to the Complainant and the Respondent by **May 9th, 2008**. Notice of formal intervention meeting the requirements of s. 508 of the *Municipal Government Act* may be submitted at a later date. The MGB may not continue to copy you on correspondence unless these procedures are followed.

All parties actively involved in this matter will be given an opportunity to review all the relevant material and exchange argument and evidence with the Complainant and the Respondent.

Should your municipality ask to become an active party but subsequently withdraw, your withdrawal should be confirmed immediately with the MGB, the Complainant and the Respondent. This will prevent unnecessary correspondence and communications by the other parties and the MGB.

If you have any questions, please contact Sean Sexton or Luisa Adams at (780) 427-4864.

Municipal Government Board

Note
County does not intend to be an active intervener.
Note II
Called Sean May 5/08
Called Barry May 5/08
Barry / May 5/08
Ray MGB

Handwritten: F + 1/11

ASSESSEE INFORMATION

(Info of party on assessment notice if different from Complainant.)

Name of Assessee Daylight Energy Ltd	Contact Name Jodie Gagola
Address (Street, Town/City, Province, Postal Code) 2100, 144 - 4 Avenue SW, Calgary, AB T2P 3N4	
Phone Number 403-218-6841	E-mail Address jgagola@daylightenergy.ca
Fax Number 403-508-5042	
Preferred method of correspondence: <input checked="" type="checkbox"/> E-mail <input type="checkbox"/> Fax <input type="checkbox"/> Regular Mail	

Name of Assessee Daylight Energy Ltd	Contact Name Jodie Gagola
Address (Street, Town/City, Province, Postal Code) 2100, 144 - 4 Avenue SW, Calgary, AB T2P 3N4	
Phone Number 403-218-6841	E-mail Address jgagola@daylightenergy.ca
Fax Number 403-508-5042	
Preferred method of correspondence: <input checked="" type="checkbox"/> E-mail <input type="checkbox"/> Fax <input type="checkbox"/> Regular Mail	

ACTION YEAR: 2008		Have discussions been initiated?: Yes <input type="checkbox"/> or No <input checked="" type="checkbox"/>			Explanation for Complaint in Detail
Property Type	Property Description Detail for Well and Pipe (1)	Requested Assessment	Area of Complaint (1)	Category of Complaint (1)	
6	PL Pipeline Well ID or Pipe Lic. + Line: 41621-5	437,930	AQ Schedule A - QTY	PL Pipe Length	LicnsdLngh changed to 4.71 prior to October 31, 2007 - reflected in November 2007 ERCB pipeline data - SchedA
5	W/L Well Well ID or Pipe Lic. + Line: 0304821	23,100	NA Not Assessable	AB Abandoned	WellStatus changed to Abandoned oil 2007/10/27 which is prior to October 31, 2007 - reflected in November 2007
7	W/L Well Well ID or Pipe Lic. + Line: 0272842	81,510	OW Ownership		Sold to Ener T Corporation. Request transfer.
	Well ID or Pipe Lic. + Line:				
	Well ID or Pipe Lic. + Line:				
	Well ID or Pipe Lic. + Line:				

(1) More information on how to fill out this form can be found in the Linear Property Complaints - Instruction/Information Guide. For a copy, contact the MGB or download a copy at: http://www.municipalaffairs.gov.ab.ca/mgb_LinearFormsRpts.htm

Attach complete Assessment Notices (including Details)

File this linear complaint application with:
Alberta Municipal Government Board
 15th Floor, Commerce Place
 10155 102 Street NW, Edmonton AB T5J 4L4
 Phone: (780) 427-4864 Fax: (780) 427-0986
 E-mail: mgbmail@gov.ab.ca

Complete all areas (Documented Assessment is the only optional field)



Canada - Alberta Municipal Rural Infrastructure Fund

Fonds sur l'infrastructure municipale rurale Canada - Alberta

April 14, 2008

WBI

NOTICE

**Canada-Alberta Municipal Rural Infrastructure Fund
(CAMRIF)**

Communication Guidelines

If you are planning an event for one of your projects that is funded by CAMRIF, you must provide our office with 28 days' notice so we can plan to be there.

You can reference the communications requirements on the CAMRIF website at www.camrif.ca and viewing the CAMRIF Information and Guidelines under the How to Apply tab.

If you wish further clarification with respect to the Communication Guidelines, please contact your Project Officer or the ICAP office toll free at 1-800-396-0214 or (780) 422-1151 and we will be pleased to assist you.

Jeremy Craig 415-8518





High Level and District
CHAMBER OF COMMERCE
10803 - 96 Street,
High Level, Alberta
T0H 1Z0

April 24, 2008

The Mackenzie County
PO Box 640,
Fort Vermilion, Alberta
T0H 1N0

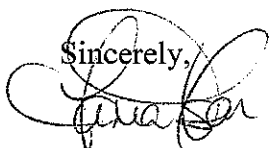
Dear Council Members,

We are gearing up for the Annual Spring Clean – Up in and around the Town of High Level and would like to again include 3 km of the highways north, south, and east.

We are asking for a donation of \$150.00 for each kilometer of trash picked up or for your company to supply a crew to pick up the trash in a one-kilometer section.

We appreciate your donation, be it time and volunteers or the funds for a non-profit group to raise for their organization by picking up the trash.

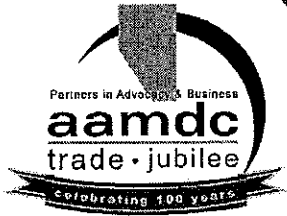
Thank you for your support.

Sincerely,


Tania Olson,
Spring Clean-Up Committee.

c.c. file





MEMBER BULLETIN

April 25, 2008

Photographs Needed for Commemorative Book

The AAMDC has commissioned a commemorative book to be released in conjunction with the Fall 2008 Centennial Celebration. Derek Drager and Stephen Scriver have partnered to deliver this distinctive historical account of rural municipalities in Alberta and the contributions of the AAMDC. The book will be a celebration of rural Alberta—alive with pictures, stories, and quotes.

To facilitate this, the AAMDC is seeking photographs to help illustrate the municipal history in its commemorative book. Ideally, there would be no more than four submissions from each municipality – two that are historical in nature and two that are more current.

All photographs must have a resolution of at least 300 dots per inch, or dpi. In addition, the authors are asking that the submissions not focus on municipal councils or personnel, but that they instead focus on more “slice of life” subjects, landscapes, or points of interest.

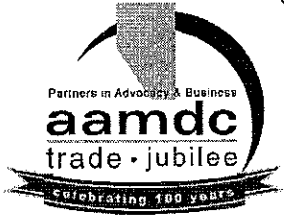
The authors are also asking municipalities to submit municipal logos to help illustrate the book. The same resolution specifications apply.

All submissions can be sent to Michelle Hay, Advocacy and Resolutions Coordinator, at michelle@aamdc.com. **The deadline for submissions is Friday, June 6, 2008.**

Enquiries may be directed to:

Michelle Hay
Advocacy and Resolutions Coordinator
(780) 955.4085

Dawn Bailey
Communications and Web Coordinator
(780) 955.4075



MEMBER BULLETIN

May 2, 2008

Elected Officials Education Program: New Course Now Available

The AAMDC is pleased to announce that registration for the Municipal Leadership and Ethics courses is now open. The Elected Officials Education Program (EOEP) will be offering both courses in Edmonton, Alberta as follows:

Municipal Leadership – May 22, 2008

Ethics – May 23, 2008

Best Western Cedar Park Inn

Cedar B Room

5116 Gateway Boulevard

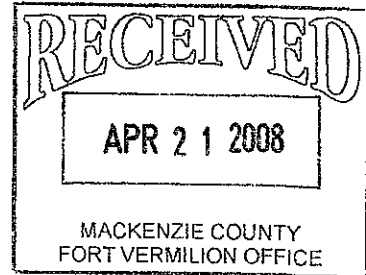
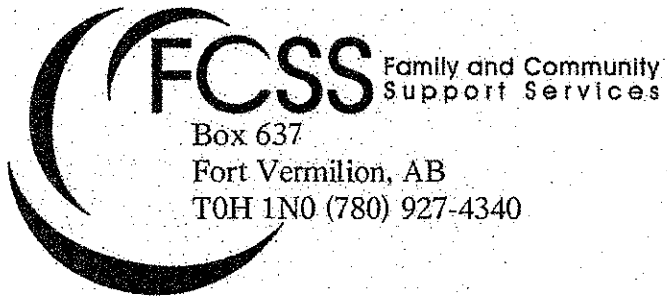
Edmonton, Alberta

For more information or to register, click [here](#) or visit www.eoep.ca and look under Registration.

Enquiries may be directed to:

Michelle Hay, AAMDC
Advocacy and Resolutions Coordinator
(780) 955.4085

Dawn Bailey
Communications and Web Coordinator
(780) 955.4075



Mackenzie County
Box 640
Fort Vermilion, AB
TOH 1N0

April 17, 2008

RE: Community Gardens

Dear: Council

Family and Community Support Services along with NLHR health promotion have received a grant to start a Community Gardens within the hamlet of Fort Vermilion. We would like to know if the County would be willing to supply a water truck and if possible someone to water the garden once a week depending on the weather.

After further discussion regarding possible locations for the garden, we were given the suggestion of a spot the County owns. We would like to know if the county would be willing to let us use the 5 acres of land located behind the Old Bay House, if our other locations are not approved.

On Wednesday May 7, 2008 we will be having another community garden's meeting at the FCSS office @ 6:30pm. If you are willing to support this project please contact our office.

Sincerely,

A handwritten signature in cursive script, appearing to read 'Carla Paul'.

Carla Paul
Director

Carol Gabriel

From: Joulia Whittleton
Sent: Thursday, April 17, 2008 11:09 AM
To: Bill Kostiw; Greg Newman
Subject: FW: Negotiating

FYI

Joulia Whittleton

Director of Corporate Services

Mackenzie County
P.O. Box 640, Fort Vermilion, AB, T0H 1N0, Canada
Tel.: (780)-927-3718, Fax: (780)-927-4266
Toll Free: (877)-927-0677
Cell: (780)-841-8343 Email: jwhittleton@mackenziecounty.com

The information in this message is confidential and may be privileged, intended for the sole use of the addressee. If you are not the intended recipient of this message, any disclosure, copying, distribution or action taken or omitted in accordance with this message is prohibited. If you have received this communication in error, please destroy & delete from your computer immediately and notify us by email, fax or phone as per the above contact numbers.

From: Dianne Pawlik
Sent: Thursday, April 17, 2008 10:37 AM
To: Joulia Whittleton
Subject: Negotiating

The new Negotiating Committee is:

Marion Krahn
Chris Kilosky
Wes Ducharme
Ryan Richards
Dianne Pawlik

We do not know who the Union Negotiator will be. Apparently this is all handled by negotiators residing in Edmonton.

Carol Gabriel

From: Norman Brownlee [Norman.Brownlee@gov.ab.ca]
Sent: Friday, April 18, 2008 9:30 AM
To: connellan.p@hfcrd.ab.ca; Betty Turpin; brennan.d@hfcrd.ab.ca; rotenbur.m@hfcrd.ab.ca; randall.s@hfcrd.ab.ca; pscott.l@hfcrd.ab.ca; nkunzi.j@hfcrd.ab.ca; hanchar.r@hfcrd.ab.ca; carruthers.h@hfcrd.ab.ca; viola.e@hfcrd.ab.ca; Springfield@prsd.ab.ca; SorensenA@prsd.ab.ca; ProtzC@prsd.ab.ca; MarshalM@prsd.ab.ca; SewepagE@prsd.ab.ca; GuenardL@prsd.ab.ca; LamontJ@prsd.ab.ca; Wanda Laurin; Kristy Lesh; mody@ylcountry.com; tbell@peaceriver.net; Tracy Halerewich; tbabiy@ylcountry.com; i.callioux@telusplanet.net; Berry & Sally; jmcsmart@telusplanet.net; pccustom@telus.net; leslie.ayrejaschke@gmail.com; JTHancock@persona.ca; ramiles@northernsunrise.net; Ikreke@northernsunrise.net; Theresa Van Oort; Greg Newman; Walter Sarapuk; Bill Kostiw; cao@clearhillscounty.ab.ca; audrey@clearhillscounty.ab.ca; info@fvsd.ab.ca; rogerc@fvsd.ab.ca; PeaceRiverSD@prsd.ab.ca; Richard & Bernadette; Witiw, Jim; Coulas, Andrew
Subject: Alberta Forest Week Community Events - Bertie Beaver turns 50
Attachments: Alberta Forest Week Events Ad 2008.pdf; White Spruce Celebrate Alberta Forest Week 2008.pdf; Lodgepole pine Celebrate Alberta Forest Week 2008.pdf; This is Your Life Bertie Beaver.pdf; PUMA 2008 Bertie.pdf

Greetings:

Alberta Forest Week is on the way ! (May 4th - 10th) - You are cordially invited to participate in a number of upcoming

Peace-Upper Hay Area community events to help us celebrate the importance of our Forests. This year also marks a very special event - The 50th

Birthday of our Provincial Sustainable Resource Development Mascot - **Bertie Beaver**. Created by Walt Disney's Buena Vista Studios in 1958 -

Bertie has served as Alberta's symbol of Forest Protection and Management during the past 50 years.

Attached please find the following pdf attachments:

1. Listing of **Upcoming Alberta Forest Week events** taking place across the Peace/Upper Hay Management Area
2. A short history of **Bertie Beaver**
3. White spruce/Lodgepole pine seedlings fact sheets/ Childrens colouring sheets

**** Over 7,000** seedlings will be freely distributed by SRD between May 4 - 15th for planting across the Peace-Upper Hay Management Area.

We are asking for your assistance in promoting our upcoming **Alberta Forest Week events**. Please encourage your students, staff, readers, listeners,

clients, residents and other members of the public to take an active role during Alberta Forest Week. Should you have any questions regarding these

events please contact the names indicated on the list.

I look forward to meeting with you in early May.... Alberta's Forests - Something to Celebrate !

Sincerely,

Norman Brownlee
Business Services Manager
AB Sustainable Resource Development
Peace/Upper Hay Management Area (PUMA)

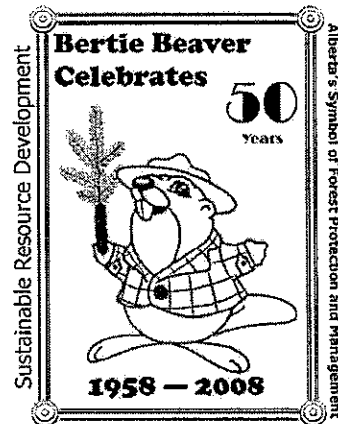
780-624-6205

<<Alberta Forest Week Events Ad 2008.pdf>> <<White Spruce Celebrate Alberta Forest Week 2008.pdf>> <<Lodgepole
pine Celebrate Alberta Forest Week 2008.pdf>> <<This is Your Life Bertie Beaver.pdf>> <<PUMA 2008 Bertie.pdf>>

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Alberta Forest Week – Community Events May 4- 10th 2008 "Bertie Beaver Celebrates 50 years!"

Calling All Peace / Upper Hay residents! You are cordially invited to attend these upcoming community events to celebrate Alberta's forests and our beloved mascot - **Bertie Beaver** – Created by Walt Disney's Buena Vista Studios in 1958. Bertie hits the BIG 50 this year. A Special Thank you to **Woodmere Nursery (Fairview) and Treetime Nursery Inc. (Edmonton)** – Area suppliers of tree and shrub seedlings for Alberta Forest Week and our Community Arbor Day projects.



Alberta Forest Week
May 4 – 10, 2008

Event 2008 (Description)	Location	Date – Time	Contact name and Phone #
Normand Boucher Community Arboretum 2008 kick-off BBQ (Site cleanup, planting, media-celebrity competition).	Peace River. Across from Good Shepherd School.	Thursday May 8 th Noon – 2 pm. Hot dogs, Pop – Enjoy some Birthday cake with Bertie Beaver!	Norman Brownlee SRD(780) 624-6205
NAIT – Peace River Campus "Silviculture Solutions" Professional Training Course	Peace River NAIT- Peace River campus bldg.	May 8-9 th Reforestation and Reclamation Workshop with field and in class presentations. Sawridge Inn.	Registrations By April 25 th – \$252 to \$294. per person. Contact Lisa Ladd – NAIT Boreal Forest Research centre – 780-618-2624
Free Seedlings -- Community planting projects	Peace River Provincial Bldg. 9621- 96 Ave. Main Floor	Tuesday May 6 th to Friday May 9 th 8:15 am – Noon 1:00 pm – 4:30 pm. (limit 2 seedlings per person for the week)	SRD Main Office (780) 624-6221
Lions " The Pines" Campground Tree Planting Party – (Planting of new Lodgepole pine seedlings to begin the process of renewal following losses due to Mountain Pine beetle at this site).	Peace River West Hill Lions Campground	May 15 th Noon - 2:00 pm Prizes to volunteer tree planters	Lions Campground 780-624-2120 Norman Brownlee SRD (780) 624-6205
Tom Baldwin Community Arboretum Season Opener BBQ. Tree planting party, site cleanup and tours.	Grimshaw Tom Baldwin Arboretum – By the Town Tourism Caboose.	Saturday May 10 th – Noon to 2:00pm BBQ.	Tracy Halerwich (780) 332-4626 Town of Grimshaw
Free Seedlings – Community planting projects	Manning Manning Ranger Station 400 – 2 nd Street SW	Tuesday May 6 th to Friday May 9 th 8:15 am – Noon - 1:00 pm – 4:30 pm. (limit 2 seedlings per person for the week)	SRD Main Office (780) 836-2881
Free Seedlings – Community planting projects	Fairview Provincial Bldg. 10907 – 90 Ave. Main Floor	Tuesday May 6 th to Friday May 9 th 8:15 am – Noon - 1:00 pm – 4:30 pm. (limit 2 seedlings per person for the week)	SRD Main Office (780) 835-7200
Bertie Beaver Birthday Party/Community BBQ	Fairview Provincial Bldg. 10907 – 90 Ave. Front of Bldg.	Tuesday May 6 th Noon – 2:00 pm – Come and meet Bertie and enjoy the BBQ.	SRD Main Office (780) 835-7200
Community Brunch with Bertie Beaver	High Level Town Fire Hall	Sunday May 4 th 11:00 am to 1:00 pm. Brunch – draw prizes – Come meet Bertie Beaver!	SRD Michelle Shesterniak (780) 926-5432
Free Seedlings – Community planting projects	High Level Provincial Bldg. 10106 – 100 Ave. 2nd Floor	Tuesday May 8 th to Friday May 11 th 8:15 am– Noon - 1:00 pm – 4:30 pm. (limit 2 seedlings per person for the week)	SRD Main Office (780) 841 -0132
Bertie Beaver Tree Planting party	Rainbow Lake Nursery School	Thursday May 14 th 9:00 am.	Brandi Arndt SRD (780) 956-3910 50a Imperial Drive Rainbow Lake
Forestry Week Presentation/Tree planting	Rainbow Lake Rainbow Lake School	Thursday May 14 th – 10:30 am	Brandi Arndt SRD (780) 956-3910

Celebrate Alberta Forest Week 2008

May 4th – 10th

“Bertie Beaver’s 50th Birthday”



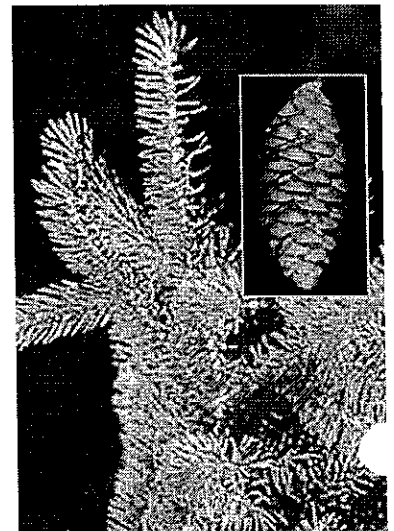
White Spruce

(Picea glauca)

The White spruce is one of the largest trees that grow in Canada’s Boreal Forest. This conifer species can reach heights of 30 - 35 meters or greater. The needles of this tree are 1.0 – 1.5 cm in length, sharp-pointed, four sided and spirally arranged on each twig. The cones are 2.5 – 5.0 cm in length with reddish-brown, light scales. It is a long-lived tree species with many examples found in Alberta reaching 250 to 400+ years.

In northern Alberta, White spruce is commonly found in stands of Trembling aspen, Black spruce, and Black poplar. White spruce is the Provincial Tree of Manitoba.

We hope you take good care of this White spruce seedling. Plant it at a site with good soil; a sunny area and well away from foot traffic. For the first two months, water the seedling regularly until it becomes established. Provide plastic mesh or other cover to help protect your tree from deer or rabbit browse.



At your Service...



Peace (Peace River)
(780) 624-6221
Peace (Fairview)
(780) 835-7200
Upper Hay (Fort Vermilion)
(780) 927-3235

Alberta
SUSTAINABLE RESOURCE
DEVELOPMENT

Peace (Manning)
(780) 836-2881
Upper Hay (High Level)
(780) 841-0132
Upper Hay (Rainbow Lake)
(780) 956-3919

Celebrate Alberta Forest Week 2008

May 4th – 10th

“Bertie Beaver’s 50th Birthday”

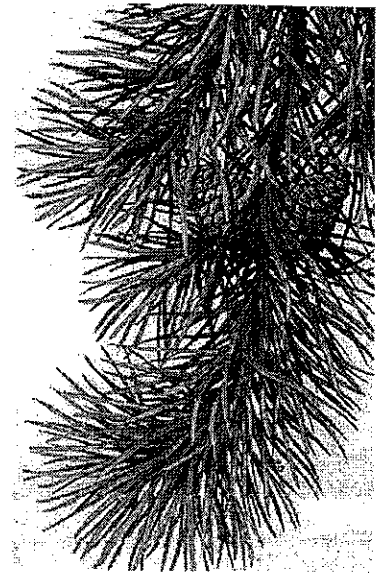


Lodgepole pine

(*Pinus contorta* var. *latifolia*)


In 1984 the Lodgepole Pine was selected as Alberta’s Official tree – a provincial emblem like our Wild rose. This tree may reach heights of 30 meters and is very straight and narrow in appearance. The needles – in pairs, grow 3-6 cm in length. The grey brown bark on mature trees is thin, rough and scaly to the touch. The cones 4-6 cm in length are dense with curved prickles. The sealed cones require the action of wildfire, or prolonged hot days, to breakdown the resin on the scales to open and release the seeds inside.

The name of this tree was derived from First Nations, who would often use this straight, strong tree in the construction of their family lodges. During the early years of western settlement, the Lodgepole pine was used to build cabins, fence posts and as firewood. By 1883, the CPR railway had reached Calgary and this created a huge new demand for railway ties, telegraph poles and mining timbers....most of which were made using *Lodgepole pine trees*.



We hope you take good care of this Lodgepole pine seedling. Plant it at a site with good soil; a sunny area and well away from foot traffic. For the first two months, water the seedling regularly until it becomes established. Provide plastic mesh or other cover to help protect your tree from deer or rabbit browse.

At your Service...



Alberta
SUSTAINABLE RESOURCE
DEVELOPMENT

Peace (Peace River) (780) 624-6221	Peace (Manning) (780) 836-2881
Peace (Fairview) (780) 835-7200	Upper Hay (High Level) (780) 841-0132
Upper Hay (Fort Vermilion) (780) 927-3235	Upper Hay (Rainbow Lake) (780) 956-3919

This is Your Life Bertie Beaver!

Mascot – Alberta Sustainable Resource Development 1958 to 2008

By Norman Brownlee SRD Business Services Manager –Peace/Upper Hay Management Area -

It is indeed rare to spot an 8 foot beaver in Alberta’s forests. To discover that such a creature has worked as our provincial mascot for forest protection and stewardship for 50 years though, comes as no surprise to staff of Alberta Sustainable Resource Development. This unique individual is called **Bertie Beaver**.

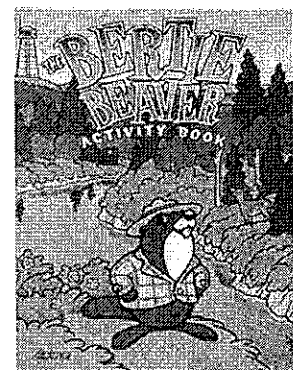
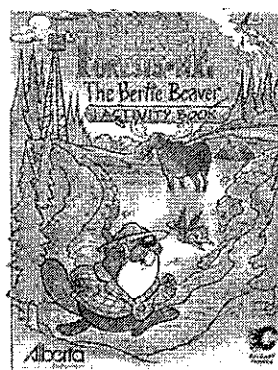
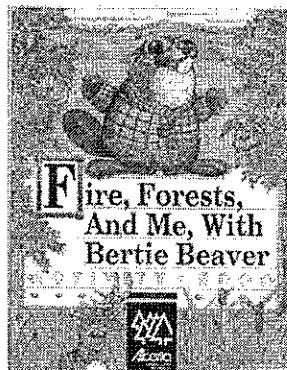
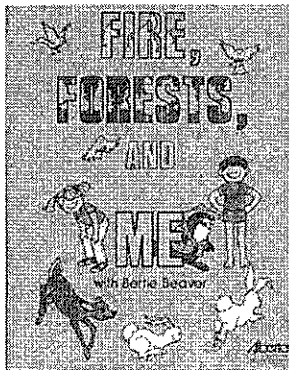
Born on the drawing boards of *Walt Disney’s Buena Vista studios*, the Forest Protection image of Bertie Beaver was offered as a gift to the people of Alberta in 1958. Two years earlier, forestry staff and Walt Disney’s film crews worked together in Kananaskis Country to complete several wildlife film documentaries as part of Disney’s *True Life Adventure Series*.... And yes....one of them involved the life of beavers.



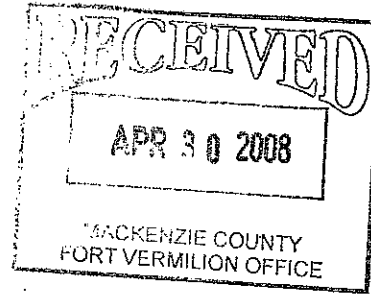
Walt Disney with Bertie – Calgary Stampede 1965.

During the mid-1950s, the image of “Smokey the Bear” was widely known across the United States as an important symbol of fire prevention. While a few Canadian provinces adopted “Smokey” as their symbol, Alberta declined these offers. **Eric S. Huestis**, Alberta’s Forestry Director and Game Commissioner, strongly felt that Alberta should have its own distinctive image to deliver fire prevention messages to the public. Walt Disney agreed, and set his staff to work in preparing sample images for fire poster designs.

Over the years, Bertie’s image has appeared on wildfire posters, National Forest Week buttons, forest maps, recreation area signs, student activity books, and he has even been a plush toy and puppet.... Away from his lodge, Bertie has marched in countless community parades, visited hundreds of schools, and has hugged and “high-fived” thousands upon thousands of children. His enthusiasm in promoting forest stewardship and environmental education values in Alberta remains timeless. We hope you plan to take an active part in Alberta Forest Week events in your community (May 4th – 10th). Join us in wishing Bertie Beaver a very special 50th birthday on May 8th, 2008.



Hundreds of thousands of **Bertie Beaver Activity books** have been distributed to Alberta school children since the first version came out in 1979. (Lto R) The booklet was issued in 1979, 1989, 1999 and 2005. Did you receive one as a child?



April 17, 2008

On behalf of the shareholders:

We would like to take this opportunity to inform you that as a result of recent organizational changes at our High Level Facility Jayson Kofluk has been appointed to the position of Acting Site/Woodlands Manager. As a part of Jayson's new duties he will be representing Footner Forest Products to all external agencies. We would ask that you direct any enquires to Jayson who can be reached at 780-841-3649. We would also like to take this opportunity to thank-you for the support and understanding that you have shown Footner Forest Products as they work through this very difficult time period.

Sincerely,


Terry Brennan, Ainsworth


Jim Lake, Grant

Jayson Kofluk
Phone: 780-841-3649
Fax: 780-841-3663
Email: jayson.kofluk@footner.ca

926 7221

February 19, 2008

Our Reference: 12520

Mackenzie County

P.O. Box 640
4511 - 46 Avenue
Fort Vermillion, Alberta
T0H 1N0

Attention: Bill Kostiw
Chief Administrative Officer

Dear Bill:

Reference: Mackenzie County Regional Water

Alberta Infrastructure and Transportation has made \$75,000 available to the County under the Water for Life Strategy to determine the feasibility of a regional water system in Mackenzie County. The Alberta Water for Life Strategy has three goals and under each of these goals there are three key action directions.

Water for Life Goals:

- ◇ Safe, secure drinking water supply
- ◇ Healthy aquatic ecosystems
- ◇ Reliable, quality water supplies for a sustainable economy

Key Action Directions:

- ◇ Knowledge and research
- ◇ Partnerships
- ◇ Conservation

The design and implementation of a regional water system is primarily involved in the first goal of a "safe, secure drinking water supply" and is specifically mentioned as a long-term goal within the key direction of partnerships. Also in the same category, a regional water plan facilitates the attainment of the long-term goal of upgrading all drinking water facilities to meet new drinking water standards as they are implemented. Within the third goal of "reliable, quality water supplies for a sustainable economy", a regional water system contributes to the partnerships direction of the action of managing Alberta's provincial and district-owned water infrastructure for long-term sustainability.

A regional water system can also facilitate other outcomes within the three goals of the Water for Life strategy including:

- ◇ Protecting Albertan's drinking water
- ◇ Providing a full and complete knowledge of drinking water issues
- ◇ Providing real-time access to information about the drinking water quality within the community
- ◇ Ensuring that Alberta's drinking water infrastructure meets emerging standards and is managed for long-term sustainability
- ◇ Managing and allocating water to sustain aquatic ecosystems
- ◇ Understanding the state of the quality and quantity of Alberta's groundwater and surface water supply
- ◇ Establishing an adaptive management system for identifying issues, gathering information, developing and implementing action plans, and evaluating management actions.

The scope of work for this study includes the following components:

- ◇ Background - Summarize the communities of the region and descriptions of their current water treatment facilities including source waters, date of initial construction of facility, and date of last upgrade
- ◇ Water Demand - Determine the expected population growth and future water needs for each of the communities involved
- ◇ Raw Water Supply
 - review the quality of the current raw water supplies including the levels of total organic compounds (TOCs)
 - assess the challenges of treating each of the raw waters to anticipated federal and provincial standards
 - review the quantity available at current locations of supply and whether changes in the available quantity are anticipated
 - consider potential alternative water supplies in terms of quantity, quality, and location
 - review the reports by other consultants for raw water supply for Footner Lake at High Level and any other readily available relevant reports
- ◇ Water Treatment Plant Assessments
 - determine current production capacity of each plant
 - assess the existing water treatment infrastructure and type of technology
 - determine the existing design capacity and evaluate the feasibility of that capacity given anticipated changes in treatment regulations
 - review the quality of the current water supply in consideration of anticipated regulations (particularly disinfection by product issues)
- ◇ Potential Pipeline Locations
 - identify possible pipeline locations and generate order of magnitude costs
- ◇ Regional Operations Body
 - explore the merits and potential structure of a Regional Operations Body
 - recommendations will be geared towards the Water For Life strategy but will also identify partnerships and synergies with Alberta Environment, Alberta Infrastructure, Environment Canada, Health Canada, and Indian and Northern Affairs Canada
- ◇ Develop a potential staging plan for the regionalization plan

ISL will conduct the feasibility study and prepare a report based on the scope of work outlined above. If you have any questions, please give me a call.

Sincerely,

D Wilner

Deon H.J. Wilner, P.Eng., CCCA
Manager, Water and Wastewater Treatment

Carol Gabriel

From: info@rediregion.ca
Sent: Friday, May 02, 2008 10:08 AM
To: undisclosed-recipients
Subject: REDI Meeting

Hello

On behalf of the Regional Economic Development Initiative for Northwest Alberta (REDI), I would like to extend to you an invitation to attend our upcoming meeting. The event will provide an opportunity to meet REDI's new Regional Economic Development Officer (REDO).

The meeting will be held Wednesday, May 7, 2008. The event will be held in High Level at the High Level Town Hall, and will take place between 6:00 p.m. and 7:30 p.m. Refreshments will be provided.

We believe the get-together will provide the perfect venue to introduce the REDO to our region's representatives in a relaxed and informal environment.

Please send an email reply to osborn@cfnwa.ab.ca indicating if you or a designate will be attending the function.

Sincerely

Jerry Chomiak
REDI Chair
info@rediregion.ca

HEADING THE ROUND TABLE

Role of the mayor in municipal government

Ken Strong

In the municipal political arena, a successful mayor sits firmly at the head of the table, reigning supreme. No one person is more the face of the municipality than the mayor. A municipality's fortunes and failures stick steadfastly to the mayor, with the successful mayor parlaying prosperity into a fortune in political capital. This fortune gives a successful

collective will of council. The Ontario statute puts it succinctly: "The powers of a municipality shall be exercised by its council."¹ Each member's vote, whether mayor or councillor, counts as one.² New Brunswick's legislation goes on to provide that "the mayor of a municipality is subject to the direction and control of council, and shall abide by the deci-

When the politics are set aside, and attention is turned instead to the legal rules of municipal governance, the mayor is but one part (albeit a critical part) of an efficiently operating municipality.

mayor the ability to lead the municipality through the minefields of modern society. Correspondingly, when the mayor's tenure is plagued with failure, there is little rest in the kingdom.

When the politics are set aside, and attention is turned instead to the legal rules of municipal governance, the mayor is but one part (albeit a critical part) of an efficiently operating municipality.

In recent years, provincial legislatures have recast the legal governance structure for municipalities. These governance structures tend to require Canadian mayors to be consensus builders, not autocrats. When votes matter, the council table remains a round one. Ultimately, municipal power is wielded not by the mayor or a councillor, but through the

sions of council."³ As the head of the round council table, what then, from the legal governance perspective, is the role of the mayor?

Preside Over Council Meetings

One of the most obvious roles of the mayor is the task of presiding over council meetings.⁴ The Ontario statute imposes the additional role of presiding over council meetings "so that its business can be carried out efficiently and effectively."⁵ Depending on the personalities on council, this can be no small order. Incidentally, Ontario's legislation does



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- 1 *Municipal Act, 2001*, S.O. 2001, c. 25, as amended (hereinafter "Ontario"), s. 5.
- 2 *Ontario*, s. 243.
- 3 *Municipalities Act*, R.S.N.B. 1973, c. M-22, as amended (hereinafter "New Brunswick"), s. 36 (1.1).
- 4 For example, *New Brunswick*, s. 36 (1) (a); *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended (hereinafter "Alberta"), s. 154 (1) (a); *Municipal Government Act*, S.N.S. 1998, c-18, as amended (hereinafter "Nova Scotia"), s. 15 (1); *Ontario*, s. 225 (b).
- 5 *Ontario*, s. 225 (b).

not answer the question as to what happens if the municipality's business is carried out inefficiently or ineffectively.

Leadership to Council

Hand in hand with the role of presiding over council meetings, mayors are sometimes required to provide leadership to council.⁶ The legislation does not define leadership – nor could it meaningfully do so. What is notable, however, is that the mayor is to provide this leadership to *council*. From a governance perspective, the mayor leads council – not the administration, not the staff, and not the municipality at large.

Monitor, Communicate and Recommend

The mayor is sometimes entrusted with the role of monitoring⁷ and communicating information and recommending actions to council for the improvement of the municipality's finances, administration, and government.⁸ Ontario's legislation convolutes the process, by vesting in council both the role of ensuring that administrative policies, practices, and procedures are in place to implement the decisions of council,⁹ and the role of ensuring the accountability and transparency of operations of the municipality, including the senior management of the municipality.¹⁰ Here, the primary moni-

ting role is fixed with council, not the mayor.¹¹ The mayor is then left with the role of providing information and making recommendations to council as a whole. Upon receipt of the mayor's information and recommendations, council, not the mayor, makes the necessary direction to the municipality's senior management.

Chief Executive Officer

Ontario's legislation makes the mayor the "chief executive officer" of the municipality.¹² As chief executive officer of a municipality, the head of council shall:

- (a) uphold and promote the purposes of the municipality;
- (b) promote public involvement in the municipality's activities;
- (c) act as the representative of the municipality both within and outside the municipality, and promote the municipality locally, nationally and internationally; and
- (d) participate in and foster activities that enhance the economic, social and environmental well-being of the municipality and its residents.¹³

The "purposes" of a municipality are, in fact, now de-

defined as by the Act as follows:¹⁴

Municipalities are created by the Province of Ontario to be responsible and accountable governments with respect to matters within their jurisdiction and each municipality is given powers and duties under this Act and many other Acts for the purpose of providing good government with respect to those matters.

In other words, Ontario municipalities have the purpose of being responsible, accountable, good governments. By extension, mayors must uphold and promote the municipality as a responsible, accountable, good government. Far from a trivial burden indeed! Perhaps even more significant, the obligations on the head of council are mandatory, not permissive. The mayor *shall* uphold and promote the purposes of the municipality. The mayor shall promote public involvement in the municipality's activities. The mayor *shall* act as the representative of the municipality. The mayor *shall* participate in and foster activities that enhance the economic, social and environmental well-being of the municipality and its residents. Clearly, the requirement rests on the mayor to step up to the mark. What, if anything, happens if the mayor fails to deliver? Further, as the mayor remains merely one voice and one vote on council, how can the mayor ensure delivery?

The office of the mayor is not synonymous with the office of the chief administrative officer. As an office directly elected by the constituents, the office of the mayor is a political and democratic institution.

Not the Chief Administrative Officer

The office of the mayor is not synonymous with the office of the chief administrative officer. As an office directly elected by the constituents, the office of the mayor is a political and democratic institution. In contrast, the chief administrative officer is not elected but appointed, and is appointed not for the reason of local popularity, but for the reason of managerial competence.

The Nova Scotia legislation makes the division between mayor and chief administrative officer explicit, with the chief administrative officer the head of the administrative branch of government and the conduit for communication by council to municipal employees.¹⁵

This legislation explicitly states that no council member

6 For example, *New Brunswick*, s. 36 (1) (b), *Ontario*, s. 225 (c).

7 For example, *Nova Scotia*, s. 15 (3).

8 For example, *New Brunswick*, s. 36 (1) (c); *Nova Scotia*, s. 15 (3), *Ontario*, s. 225 (c.1).

9 *Ontario*, s. 224 (d).

10 *Ontario*, s. 224 (d.1).

11 Likewise, see *Alberta*, s. 153 (d).

12 *Ontario*, s. 225 (a).

13 *Ontario*, s. 226.1.

14 *Ontario*, s. 2.

15 *Nova Scotia*, s. 30.

To effectively weather the whirlwinds of local government and further an agenda for prosperity, these governance rules require mayors to forge coalitions with their colleagues at the round table.

shall instruct or give direction to, either publicly or privately, an employee of the municipality.¹⁶ What is explicitly stated in Nova Scotia is implicit in the legislation of other provinces, and it remains a principle of good municipal governance.

Delegate

Ontario's legislation gives councils the ability to delegate some powers directly to individual members of council, including the mayor.¹⁷ This delegation power makes it possible to vest broad powers in the office of the mayor. There are several limitations to such a delegation of power,¹⁸ and the decision to delegate these powers remains a decision of

council, not the mayor. Importantly, the extent of the delegation may prove to be more ephemeral than real, as the delegation cannot exceed the term of council.¹⁹

Consensus Builder

Mayors may be local political king pins. However, to effectively weather the whirlwinds of local government and further an agenda for prosperity, these governance rules require mayors to forge coalitions with their colleagues at the round table. In forging these coalitions, mayors may mete out their political capital, sweet talk, threaten, and cajole.

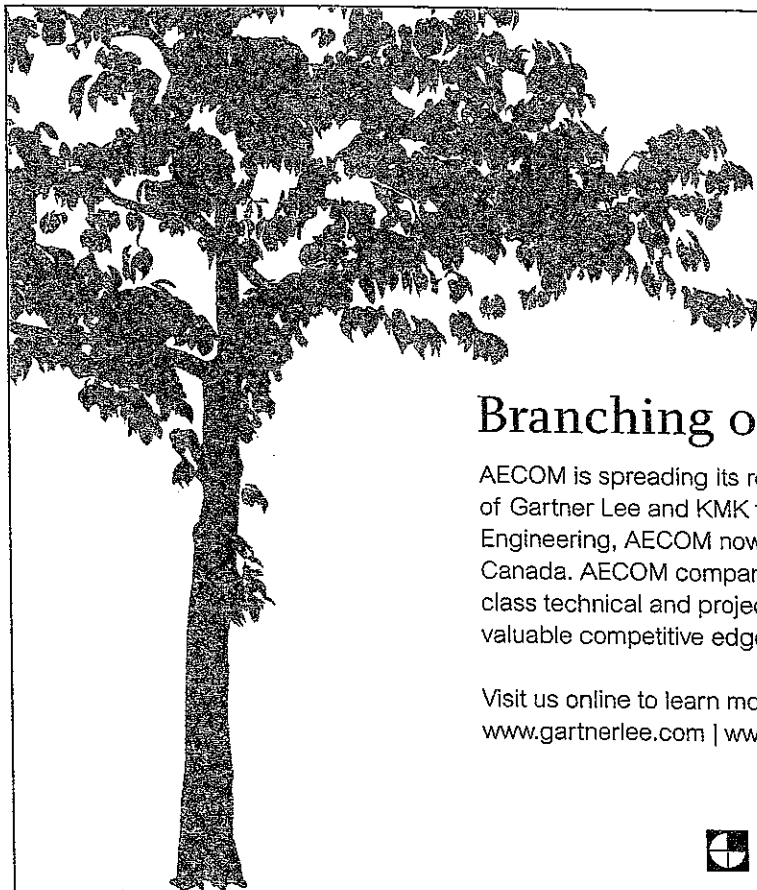
The governance system requires working together. It recognizes that no one person has every answer, and that no one perspective is always correct. It can be effective because the underlying goals of the mayor, councillors, and the administration remain the same: ensuring effective and responsive local government, strong communities, and bright futures. MW

16 *Nova Scotia*, s. 30.

17 *Ontario*, s. 23.1.

18 *Ontario*, s. 23.1, 23.2, and 23.3.

19 *Ontario*, 23.1 (2), par. 2.



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BUILDING WORKFORCE EXCELLENCE

A Municipal HR Strategy

David A. Bratton

There are many difficult and challenging issues facing every municipality in Canada, not the least of which are issues relating to people. Municipalities spend much of their time and effort solving issues such as municipal infrastructure, finances, and planning for development. These are the main activities for both councils and administrators. Unless there is a major crisis like a

productivity. A successful people strategy is also key to attracting and retaining top talent – something that every municipality with aspirations of excellence needs to do to be successful.

The natural conclusion is that the better a municipality manages its human capital, the greater impact it will have in managing its resources and delivering

- ▶ manage organizational performance;
- ▶ manage people; and
- ▶ manage money.

The researchers conducted a series of interviews with municipal leaders. The focus of the research was on identifying ways to create excellence in municipal leadership practices. It is significant to

The natural conclusion is that the better a municipality manages its human capital, the greater impact it will have in managing its resources and delivering value to the taxpayer.

strike or a labour shortage, HR issues rarely make it to the front seat.

Why, then, is it important to invest in human capital? A comprehensive approach to managing and growing the strengths of employees has a significant and lasting payoff. Building an excellent workforce, capable of providing a high level of service to the community is key to improving a municipality's

value to the taxpayer. As a bonus, a people strategy linked directly to the municipal strategy will increase municipal competitiveness when it comes to attracting new industries to the community.

Setting Priorities for HR

According to some recent research,¹ municipal management has identified three priorities for management:

note that two of the three priorities identified had to do with organizational performance and people.

Municipal needs relating to people included information and advice to develop effective human resource policies and to address strategic HR issues such as workforce planning, staff attraction and retention, staff development, and



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1 Municipal Management Needs Assessment Summary Report, 2006, a research project sponsored by the Ministry of Municipal Affairs and Housing, the Association of Municipal Managers, Clerks and Treasurers of Ontario, the Municipal Finance Officers' Association and the Ontario Municipal Administrators' Association. <www.mah.gov.on.ca/Asset1250.aspx>

With so many pressing HR needs, every municipality needs a human resource strategy. However, very few municipalities have taken steps to develop and implement such a strategy.

performance management. Succession planning and leadership development were also identified as key HR needs.

Most municipalities are facing the same demographics as the general Canadian population. The average age is rising, and retirements are looming on the horizon. One municipality calculated that, in the next five years, 40 percent of its workforce would retire, creating a pressing need for an HR strategy to attract and retain new employees.

Where are the Human Resource Strategies?

It is obvious that, with so many pressing HR needs, every municipality needs a human resource strategy. However, very few municipalities have taken steps to develop and implement such a strategy. At a recent conference of municipal HR professionals, the question was, "How many municipalities represented here have a human resource strategy to deal with key HR issues?" Of the over 100 conference attendees, only five people raised their hands in the affirmative!

It is obvious from this kind of response that scant attention is being paid to the development of a strong and effective workforce. Perhaps it is because, traditionally, administrators have placed a low value on the work of their HR departments. With growing pressure for change, more and more municipalities are turning toward their HR departments for advice on how to build workforce bench strength.

Drivers of Change for HR

This attitude towards HR is changing, as more and more workforce issues intrude in the life of the municipal organization. Some of the more pressing workforce development issues are:

- ▶ cost of doing business – up to 80 percent of municipal costs are people-related;
- ▶ aging workforce means more retirements in the next five years;
- ▶ attraction and retention issues (who wants to work for a municipality?);
- ▶ motivation of workforce;
- ▶ technology is driving the need for new skills reflecting new ways of working; and
- ▶ increasing complexity of HR issues – pensions, benefits, diversity, etc.

What is an HR Strategy?

A human resource strategy is an overall, high-level, long-term (3-5 years) plan of action, based on the human resource priorities of the administration as expressed in the strategic plan. After all, ensuring that local government has a workforce with the right skills and motivation as a contribution to future success of the municipality is the very essence of the administration's responsibility towards their stakeholders.

It is very appropriate to develop strategies for finance, infrastructure development, and municipal services. All of those strategies require one key ingredient – a knowledgeable and experienced workforce with excellent leadership. That key ingredient does not develop by chance. It requires the same rigorous attention as the development of an overall municipal strategy.

An HR strategy that supports the overall strategy of the municipality will enable management to put the work of the HR department into an appropriate context; to focus energy on the "people" side of the organization; to create priorities for workforce development; and to develop an excellent future.

Essential Elements of Strategic HR

For the human resources department, an HR strategy serves to help them:

- ▶ increase employee productivity and reduce costs;
- ▶ develop workforce priorities based on management needs and objectives;
- ▶ build a performance culture;
- ▶ make fact-based decisions; and
- ▶ become future-oriented and priority-driven.

There is no "one right way" of getting started on developing an HR strategy in your municipality. But, it does require some cultural change. First, management must understand that planning for and dealing with complex HR issues is a critical success factor. Next, an audit of human resource policies, practices, and issues will identify key areas for planning and prioritizing actions. Often, organizations use an attitude survey of staff as a key input for the planning process.

The senior executive team of the municipality must be engaged in the process. Establishing an HR committee made up of senior managers will ensure that the HR strategy clearly reflects management priorities.

Steps to Developing an HR Strategy

There are seven basic steps to the strategic planning process, and these steps can easily be adapted to the development of an HR strategy:

Step 1 – Getting Ready – Identifying the need for planning.

Step 2 – Vision and Mission – Developing a long-term vision of what an HR strategy would look like and a mission statement for HR.

Step 3 – Assess the Environment – Information gathering about key municipal priorities for people.

Step 4 – Agree on Priorities – Identifying

fyng the Strengths, Weaknesses, Opportunities and Threats (SWOT analysis) concerning the human capital of the municipality and agree on priorities for action.

Step 5 – Writing the Plan – Developing a draft plan for circulation, review and adoption.

Step 6 – Implementing the Strategic Plan – Creating an annual operating plan for the human resources of the municipality, including a budget and performance measures.

Step 7 – Monitor and Evaluate – Conduct quarterly tests of performance against the plan.

Some Targets for HR Strategy

The content of an HR strategy should be carefully developed and targeted directly to the needs of the municipality. Here are some suggested areas for inclusion in a human resources strategy:

- ▶ develop a performance-based reward system;

- ▶ develop a corporate culture of excellence;
- ▶ hire the right people;
- ▶ stay ahead of the war for talent with retention strategies;
- ▶ develop “best practice” HR policies and practices;
- ▶ develop a training and development strategy; and
- ▶ grow and mentor leaders for the future.

Some Final Thoughts

Developing a strategic plan to meet your HR needs may take several years. However, it is worth doing, and building a strong and competent workforce has to rank high on the worthiness scale for thought, work and effort. The results will be a workforce ranked as one of the best in Canada.

A municipality’s human capital is a resource that can walk out the door anytime. Employees are central to the

success of the municipality. They are the ones who help create and improve the services the municipality provides. They deliver the services and interact with the taxpayers and people who do business with the organization. They work to build and enhance the municipality. Without their productive contributions, it is likely the municipality will not realize its full potential. The time to start – now! MW

Resources

- 1 Municipal Management Needs Assessment Summary Report – 2006 (pdf) ISBN 1-4249-1662-3.
- 2 Human Resources: What’s Your Plan? *Public Management*: Jan/Feb, 2005.
- 3 Innovations in Local Government Human Resource Systems: Observations from Several Best Practice Locations. Jerrell Cogburn, Steven Hays. *Public Administration Quarterly*: Fall 2003, p. 443.
- 4 Local government HR gets professional and strategic: Mike Berry. *Personnel Today*; Apr. 24, 2007; ABI/INFORM Global, p. 6.

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CHOOSING THE RIGHT PATH

Future Prospects for Municipal Government

C. Richard Tindal and Susan Nobes Tindal

In the new edition of our local government text,¹ we outline two paths facing municipal governments today. One is the path of least resistance that is currently being followed by most municipalities; the other is the path less travelled – uphill and difficult, but with much more to offer. This article summarizes briefly the paths/choices facing municipalities today, and presents an optimistic view of future municipal prospects.

Path of Least Resistance

The easy choice for municipalities is to continue along the path that most are on. It proceeds from a passive acceptance of the constitutional, legal, and financial subordination of municipal government. It accepts the posture of victims, as supplicants dependent upon the generosity of the provincial and federal governments. It presumes that global economic forces are immutable and leave municipalities, and all levels of government, powerless to resist. It also acquiesces in the dictates of the

neoliberal ideology that has held sway for the past few decades. According to this ideology, the free market must reign supreme, and governments must be downsized and privatized as much as possible to minimize the inefficiencies that are inherent in public sector operations. Municipalities are no exception to this alleged failing, and they are urged to run more like a business, in a repeat of the rallying cry of the turn-of-the-century reform movement of 100 years ago. This path is a comfortable one, along which municipalities find plenty of company. It is the only realistic choice, we are led to believe.

Path Less Travelled

There is another choice for municipalities, along a path that is much less comfortable and much less well travelled at this point. It is the path of municipalities that rediscover their political roots and rationale, and that embrace their responsibility for representing and taking action on behalf of their citizens. The rallying cry for

those who would travel this path can be found more than 200 years ago, in the rebellious spirit of the United Empire Loyalists in Upper Canada. When the British authorities decreed that the new townships being created in the 1780s must only be numbered, rather than named (to discourage undue attachment), the Loyalists defiantly named them anyway, after King George and his many children. But, after more than two centuries characterized by colonial/provincial paternalism and federal indifference, most municipalities have fallen into a pattern of “comfortable subordination.”² If they are to ascend the path less travelled, they must overcome what Jane Jacobs termed “their ingrained mindset of dependency.”³ They must reverse the traditional image of mu-

1 C. Richard Tindal and Susan Nobes Tindal, *Local Government in Canada*, 7th Edition, Toronto, Nelson, published in February 2008.

2 This condition, and the preferred alternative, are explored in David Siegel and C. Richard Tindal, “Changing the Municipal Culture: From Comfortable Subordination to Assertive Maturity,” *Municipal World*, March and April 2006.

3 Remarks to the mayors of Canada’s five largest cities at the first C5 meeting, in May 2001, as quoted in *Ideas That Matter*, Volume 2, Number 1, 2002, p. 20.

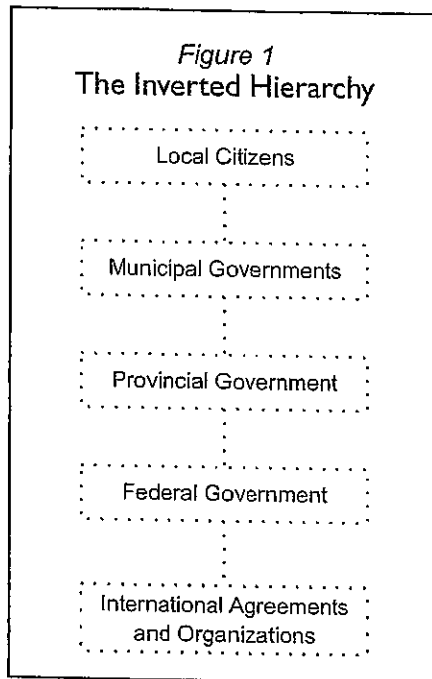
Richard and Susan Tindal are Principals in Tindal Consulting Limited. Their recent writing projects include *A Guide to Good Municipal Governance*, published by Municipal World in 2007 and a 7th edition of their long-standing text *Local Government in Canada*, published in February 2008 by Nelson Canada.

municipal government, which is "characterized more by the outstretched hand than the upraised fist."⁴

Turning the Hierarchy Upside Down

The first step toward a more promising future for municipalities lies in breaking free from their traditional focus on their constitutional inferiority. According to that perspective, municipalities are on the very bottom of the ladder, subordinate to the provinces that create them, affected by federal actions and inaction and dependent on federal financial support, and constrained by international agreements and organizations and the dictates of the global economy.

There is, however, an alternative way of viewing municipalities and their status in the world, unaccustomed as we are to considering it. What if we were to invert the traditional hierarchical view, as shown in Figure 1? While globalization and the



accompanying free trade regime are certainly significant elements of the municipal operating environment,

their importance for day-to-day municipal operations should not be exaggerated. Not all firms are completely footloose, and most would think twice before relocating to another country where culture, language, and other barriers can be quite a challenge. Moreover, because the constraints imposed by globalization apply more to the federal and provincial governments, it can even be argued that the net result is to liberate rather than to restrict municipalities. National borders are now more porous, and the nation state is seriously challenged by international trade rules and agencies and by neoliberal preachings about the inherent superiority of private sector operations. Ambitious municipalities have an opportunity to move into the vacuum created at the centre by the diminished roles of the federal and provincial governments.

Instead of looking at federalism as a structure, with municipalities occupying the basement, we need to embrace the view of federalism as a process,⁵ one characterized by what is often termed multi-level governance. According to this view, effective action on a regional scale is increasingly needed today and is found in new configurations that go beyond the constitutional division of powers and bring all levels of government together, along with community groups and other players as needed. The impetus for these new governance arrangements can come just as easily from the local level, and can even be driven by private sector initiatives. A classic example is the Toronto City Summit Alliance, which describes itself as a multi-sector coalition working on meeting the challenges of the Toronto region. Its steering commit-

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4 Richard Bird (ed.), *Who Decides? Government in the New Millennium*, Montreal, C. D. Howe Institute, August 2004, p. 14.
5 The federalism as process theme has been explored by Thomas J. Courchene, notably *Celebrating Flexibility: An Interpretive Essay on the Evolution of Canadian Federalism*, Montreal, C. D. Howe Institute, 1995.

tee includes not just mayors and chief administrative officers of municipalities, but also company presidents, university chancellors, and three former provincial premiers.

Instead of a passive posture derived from viewing the world through a constitutional lens, municipalities that would successfully traverse the path less travelled need to embrace a much more assertive stance. They must stand poised to take full advantage of every opportunity, however temporary, in which they have potential bargaining leverage. For example, when a new mayor and council were elected in Vancouver in 2002 (Larry Campbell and a council controlled by COPE, the Committee of Progressive Electors), the provincial and federal governments were concerned about whether the new administration would support Vancouver's Olympic bid. The city very effectively used its temporary bargaining leverage to gain concessions from both levels with respect to a social housing initiative, and to reshape federal health policy to address harm reduction for drug users.⁶

Municipalities need to recognize that they now operate in a brave new world where a number of developments favour them.

- ▶ Over the past couple of decades, provincial legislation and court rulings have given municipalities greater operating freedom and flexibility, and more latitude to take action on behalf of their communities.
- ▶ Provincial and federal initiatives

6 Patrick Smith and Kennedy Stewart, "Local Whole-of-Government Policy-making in Vancouver: Beavers, Cats, and the Mushy Middle Thesis," in Robert Young and Christian Leuprecht (eds.), *Canada: The State of the Federation, 2004: Municipal-Federal-Local Relations in Canada*, Montreal & Kingston, McGill-Queen's University Press, 2006, pp. 258-263.

7 Kennedy Stewart and Patrick J. Smith, "Immature Policy Analysis: Building Capacity in Eight Major Canadian Cities," in Laurent Dobuzinskis, Michael Howlett, and David Laycock (eds.), *Policy Analysis in Canada: The State of the Art*, Toronto, University of Toronto Press, 2007, p. 267.

(mostly unwelcome) to offload responsibilities and costs to the local level have arguably resulted in stronger, more independent municipalities. While the annual budget of the City of Vancouver, for example, now approaches \$1 billion, the traditional financial dependence on the province is long gone and provincial contributions currently account for only 1 percent of total municipal revenues.⁷

- ▶ Municipalities, and especially large cities and regions, are viewed as the key players in Canada's competitiveness in a global economy, and this recognition also enhances their status and potential.

Harnessing the Public

The municipalities toward the top of the inverted hierarchy in Figure 1 are legitimized by local elections, provide services essential in day-to-day living, contribute the local

perspective that is now recognized as increasingly necessary in shaping provincial and federal policies with a local impact, and initiate and coordinate new regional governance models to respond more effectively in a global economy. But there is one key ingredient, largely absent at the moment, that is critical if municipalities are to achieve their potential. Contrary to popular wisdom, it is not constitutional recognition, greater legislative empowerment, additional revenue sources – or *any* of the usual suspects. The missing ingredient is the widespread involvement and support of the local citizens of our municipal governments. If they had such support solidly behind them, municipalities could not be ignored with impunity as continues to be the case. To illustrate, let us consider the experiences of two large Canadian cities in the summer and fall of 2007.

Our first example concerns the

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City of Toronto, a municipality of 2.5 million people. As it wrestled with its annual financial crisis, the municipality postponed a decision to introduce some new taxes that it had recently been authorized to use, and contemplated a series of budget cuts that would reduce services in the municipality. The additional provincial financial assistance that it was hoping for in the prelude to the October 2007 provincial election did not materialize, although the Ontario government posted a \$2.3 billion surplus for 2006-2007 (even after the usual flurry of year-end spending that led to a very critical report from the provincial auditor and the resignation of one member of the cabinet). For its part, the federal government, sitting on a budget surplus of some \$14 billion, showed no interest at all in Toronto's One Cent Now campaign to have a portion of GST revenues allocated to the municipal level.

Why should the provincial or federal governments bail out the City of Toronto, you may well ask. Toronto should use its new taxing powers (which it did approve later in 2007) and should work harder, some argue, at controlling expenditures rather than expecting the other levels to come up with the money. Fair enough; but how do we explain the experience of the City of Mississauga, a little later in 2007?

Mississauga is widely recognized as a well-run municipality, and it did address its revenue needs by raising taxes and by adding a 5 percent surcharge to generate additional funds for infrastructure investment. But, when its mayor, Hazel McCallion, criticized the federal government for failing to support adequately municipal infrastructure needs, the response from Finance

Minister Jim Flaherty (*Globe and Mail*, November 24, 2007) was shockingly patronizing and rude. He dismissed McCallion (and other municipal leaders who complain) as "grumpy" and declared that Ottawa is "not in the pothole business."

Given the almost universal recognition that cities wishing to compete internationally must offer a rich and diverse environment that provides a high quality of life capable of attracting and retaining knowledge workers, it is extraordinary that a federal finance minister would reduce infrastructure needs to potholes and would display no apparent recognition that viable, internationally competitive cities are a matter of national interest.

Reviving the Political Role of Municipal Government

But, the real question that demands attention is why the needs of our large cities can be ignored so blithely. Why do its economic importance and its 2.5 million people not give Toronto more influence? How can the mayor of Mississauga, re-elected with 90 percent of the vote from a population of 700,000, be dismissed so

high-handedly by a minister elected from a riding of 135,000 people? We suggest that the situation would be quite different if the large populations of our cities were fully involved and demanding a different response from the provincial and federal levels. While local citizens are at the top of our inverted hierarchy in Figure 1, they don't occupy that lofty position in the operations and attention of most municipalities.

Municipalities need to reassert their political role and to reforge links with their citizens. They need to stop lamenting their status as constitutional orphans, and seek adoption by their local communities. Building trust and developing close links with local citizens will be a slow and difficult process.⁸ But, it is something within the power of municipalities to do. It is not constrained by legislation, global imperatives, or ideology. It requires only determined action on the part of municipalities. Successfully carried out, it is the key to their enhanced role in the 21st century. It is the essential ingredient needed to ascend the path less travelled. MW

⁸ Chapter 10 of the new edition of *Local Government in Canada* examines and illustrates public participation in municipal government along a spectrum ranging from inform through consult, engage, and empower.

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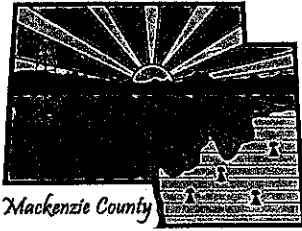
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MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 6, 2008
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	2007 Draft Financial Statement and 2007 Draft Financial Information Return

BACKGROUND / PROPOSAL:

Under MGA, all Alberta municipalities are required to prepare the audited financial statements (FS) and Financial Information Return (FIR) on annual basis.

The Financial Statements and the audit report must be available to the public by May 1 of every year in the manner council considers appropriate.

OPTIONS & BENEFITS:

Please see the drafts of FS and FIR attached. The Finance Committee reviewed these drafts at their April 23, 2008 statements and passed the following motion:

That a recommendation be taken to Council to approve the 2007 Financial Statements and Financial Information Return as presented.

Alan Rudosky, CA, Executive Director of Ernst & Young will be presenting these drafts to Council.

COSTS & SOURCE OF FUNDING:

NA

RECOMMENDED ACTION:

That the 2007 Financial Statements and Financial Information Return be approved as presented.

Author: *Joulia Whittleton*

Review Date: *April 30/08*

CAO

FINANCIAL INFORMATION RETURN

FOR THE YEAR ENDING DECEMBER 31, 2007

Chief Administrative Officer or Designated Officer Certification

Municipality Name: _____ Mackenzie County _____

**This Financial Information Return, to the best of my knowledge,
is presented fairly and was prepared in compliance with the
accompanying Financial Information Manual.**

Signature _____ **Dated** _____

FINANCIAL POSITION

Schedule A

		Operating	Capital	Reserves	Total
		1	2	3	4
Assets	0010				
Cash and Temporary Investments	0020	4,396,698		13,870,686	18,267,384
Taxes and Grants in Place Receivables	0030				
Current	0040	420,113			420,113
Arrears	0050	102,437			102,437
Allowance	0060	-10,000			-10,000
Receivable From Other Governments	0070	949,765	3,538,021		4,487,786
Loans Receivable	0080				
Trade and Other Receivables	0090	725,694			725,694
Due From Excluded Functions	0100				
Due From Other Funds	0110		4,094,841		
Inventory of Consumable Supplies	0120		1,734,389		1,734,389
Inventories Held for Resale	0130				
Land	0140	81,615			81,615
Other	0150	70			70
Prepaid Expenses	0160	191,122			191,122
Long Term Investments	0170				
Federal Government	0180				
Provincial Government	0190				
Local Governments	0200				
Other	0210				
Capital Property	0220		93,666,605		93,666,605
Other Current Assets	0230				
Other Long Term Assets	0240	19,629			19,629
	0250	6,877,143	103,033,856	13,870,686	
Total Assets	0260				119,686,844
Liabilities	0270				
Temporary Loans Payable	0280				
Payable To Other Governments	0290	139,086			139,086
Accounts Payable & Accrued Liabilities	0300	1,617,174	3,184,845		4,802,019
Deposit Liabilities	0310	52,731			52,731
Due To Excluded Functions	0320				
Due To Other Funds	0330	4,094,841			
Deferred Revenue	0340	131,371	4,448,019		4,579,390
Long Term Debt	0350		6,634,863		6,634,863
Other Current Liabilities	0360	87,004			87,004
Other Long Term Liabilities	0370	19,629			19,629
	0380	6,141,836	14,267,727		
Total Liabilities	0390				16,314,722
Equity	0400				
Restricted Fund Balances.....	0405				
Unrestricted Fund Balances.....	0406	735,307	88,766,129	13,870,686	103,372,122
Total Fund Balances	0410	735,307	88,766,129	13,870,686	103,372,122
Unfunded Liabilities	0415				
	0418	735,307	88,766,129	13,870,686	103,372,122
	0420	6,877,143	103,033,856	13,870,686	
Total Liabilities and Equity	0430				119,686,844

FUND EQUITY

Schedule B

		Operating 1	Capital 2	Reserves 3	Total 4
Net Revenue (Expenditure)	0500	6,616,409	4,452,178		11,068,587
Net Transfers From / To Reserves Fund	0510	-4,954,333	2,722,041	2,232,292	
Net Transfers From / To Excluded Function	0520	-634,492	634,492		
Net Transfers From / To Operating / Capital Funds	0530				
Transfer To Capital: Principal Repayments on LIT	0540	-977,584	977,584		
Appropriated From Beginning of Year Fund Balance	0550				
Other Inter-Fund Adjustments	0560				
Increase (Decrease) in Unfunded Liabilities	0565				
Change in Fund Balances	0570	50,000	8,786,295	2,232,292	11,068,587
Fund Balances	0575				
Balance at Beginning of Year	0580	685,307	79,979,834	11,638,394	92,303,535
Prior Period Adjustments	0590				
Appropriated To Operating Fund	0600				
Other Adjustments	0610				
Balance at End of Year	0620	735,307	88,766,129	13,870,686	103,372,122

FINANCIAL ACTIVITIES BY FUNCTION

Schedule C

		Operating	Capital	Total
		1	2	3
Total General Revenue	0700	24,130,349		24,130,349
Function Revenue	0710			
General Government	0720			
Council and Other Legislative	0730			
General Administration	0740	64,817	295,516	360,333
Other General Government.....	0750			
Protective Services	0760			
Police	0770			
Fire	0780	73,770		73,770
Disaster and Emergency Measures	0790			
Ambulance and First Aid	0800	483,319	3,750	487,069
Bylaws Enforcement	0810	7,085	40,000	47,085
Other Protective Services.....	0820			
Transportation	0830			
Common and Equipment Pool	0840			
Roads, Streets, Walks, Lighting	0850	1,155,687	1,991,054	3,146,741
Airport	0860	36,444		36,444
Public Transit	0870			
Storm Sewers and Drainage	0880			
Other Transportation	0890			
Environmental Use and Protection	0900			
Water Supply and Distribution	0910	1,731,562	2,581,741	4,313,303
Wastewater Treatment and Disposal	0920	383,240	727,228	1,110,468
Waste Management	0930	7,965		7,965
Other Environmental Use and Protection	0940			
Public Health and Welfare	0950			
Family and Community Support	0960	221,131		221,131
Day Care	0970			
Cemeteries and Crematoriums	0980			
Other Public Health and Welfare	0990			
Planning and Development	1000			
Land Use Planning, Zoning and Development .	1010	155,735		155,735
Economic/Agricultural Development	1020	94,026		94,026
Subdivision Land and Development	1030	39,222		39,222
Public Housing Operations	1040			
Land, Housing and Building Rentals	1050			
Other Planning and Development.....	1060			
Recreation and Culture	1070			
Recreation Boards	1080			
Parks and Recreation	1090	8,509		8,509
Culture: Libraries, Museums, Halls	1100			
Convention Centres	1110			
Other Recreation and Culture.....	1120			
Other	1130			
Total Revenue	1140	28,592,861	5,639,289	34,232,150

FINANCIAL ACTIVITIES BY FUNCTION

Schedule C (cont.)

		Operating 1	Capital 2	Total 3
Expenditures	1150			
General Government	1160			
Council and Other Legislative	1170	450,270		450,270
General Administration	1180	3,390,479		3,390,479
Other General Government.....	1190			
Protective Services	1200			
Police	1210			
Fire	1220	665,173		665,173
Disaster and Emergency Measures	1230			
Ambulance and First Aid	1240	1,779,702		1,779,702
Bylaws Enforcement	1250	267,233		267,233
Other Protective Services.....	1260			
Transportation	1270			
Common and Equipment Pool	1280			
Roads, Streets, Walks, Lighting	1290	9,495,536		9,495,536
Airport	1300	143,542		143,542
Public Transit	1310			
Storm Sewers and Drainage	1320			
Other Transportation	1330			
Environmental Use and Protection	1340			
Water Supply and Distribution	1350	1,820,904		1,820,904
Wastewater Treatment and Disposal	1360	435,077		435,077
Waste Management	1370	380,128		380,128
Other Environmental Use and Protection	1380			
Public Health and Welfare	1390			
Family and Community Support	1400	591,129		591,129
Day Care	1410			
Cemeteries and Crematoriums	1420			
Other Public Health and Welfare	1430			
Planning and Development	1440			
Land Use Planning, Zoning and Development	1450	492,765		492,765
Economic/Agricultural Development	1460	967,964		967,964
Subdivision Land and Development	1470	4,138		4,138
Public Housing Operations	1480			
Land, Housing and Building Rentals	1490			
Other Planning and Development.....	1500			
Recreation and Culture	1510			
Recreation Boards	1520	710,036		710,036
Parks and Recreation	1530	210,964		210,964
Culture: Libraries, Museums, Halls	1540	149,704		149,704
Convention Centres	1550			
Other Recreation and Culture.....	1560	21,708		21,708
Other	1570		1,187,111	1,187,111
Total Expenditures	1580	21,976,452	1,187,111	23,163,563
Net Revenue (Expenditure)	1590	6,616,409	4,452,178	11,068,587

FINANCIAL ACTIVITIES BY TYPE / OBJECT

Schedule D

		Operating 1	Capital 2	Total 3
Revenues	1700			
Taxation and Grants in Place	1710			
Property (Net Municipal)	1720	22,793,343		22,793,343
Business	1730			
Business Revitalization Zone	1740			
Special	1750			
Well Drilling	1760	32,728		32,728
Local Improvement	1770	282,886		282,886
Sales To Other Governments	1790			
Sales and User Charges	1800	2,101,810		2,101,810
Penalties and Costs on Taxes	1810	93,221		93,221
Licenses and Permits	1820	132,560		132,560
Fines	1830	7,349		7,349
Franchise and Concession Contracts	1840			
Returns on Investments	1850	933,806	5,581	939,387
Rentals	1860	32,330		32,330
Insurance Proceeds	1870	13,379		13,379
Proceeds From Disposal of Capital Property	1880		880,506	880,506
Federal Government Unconditional Transfers	1890			
Federal Government Conditional Transfers	1900		17,658	17,658
Provincial Government Unconditional Transfers	1910	23,178		23,178
Provincial Government Conditional Transfers	1920	1,633,988	4,622,194	6,256,182
Local Government Transfers	1930			
Transfers From Local Boards and Agencies	1940			
Drawn From Allowances	1950			
Developers' Agreements and Levies	1960		85,590	85,590
Other Revenues	1970	512,283	27,760	540,043
Total Revenue	1980	28,592,861	5,639,289	34,232,150
Expenditures	1990			
Salaries, Wages, and Benefits	2000	6,046,900		6,046,900
Contracted and General Services	2010	6,676,918		6,676,918
Purchases from Other Governments	2020			
Materials, Goods, Supplies, and Utilities	2030	6,070,660		6,070,660
Provision For Allowances	2040			
Transfers to Other Governments	2050	1,465,604		1,465,604
Transfers to Local Boards and Agencies	2060			
Transfers to Individuals and Organizations	2070	1,354,456		1,354,456
Bank Charges and Short Term Interest	2080	9,823		9,823
Interest on Operating Long Term Debt	2090			
Interest on Capital Long Term Debt	2100	345,030		345,030
Amortization of Capital Property	2110			
Unamortized Cost of Capital Property Disposed	2120		1,872,783	1,872,783
Other Expenditures	2130	7,061	-685,672	-678,611
Total Expenditures	2140	21,976,452	1,187,111	23,163,563
Net Revenue (Expenditure)	2150	6,616,409	4,452,178	11,068,587

OPERATING FUND SUPPLEMENTARY DETAIL

Schedule E

		Operating Revenue		Operating Expenditures	
		Sales and User Charges	Provincial Government Conditional Transfers	Interest on Operating Long Term Debt	Interest on Capital Long Term Debt
		1	2	3	4
General Government	2200				
Council and Other Legislative	2210				
General Administration	2220	31,801	22,657		
Other General Government.....	2230				
Protective Services	2240				
Police	2250				
Fire	2260	73,170			
Disaster and Emergency Measures	2270				
Ambulance and First Aid	2280	235,225	226,672		
Bylaws Enforcement	2290				
Other Protective Services.....	2300				
Transportation	2310				
Common and Equipment Pool	2320				
Roads, Streets, Walks, Lighting	2330	75,765	810,322		126,810
Airport	2340	24,710	11,233		
Public Transit	2350				
Storm Sewers and Drainage	2360				
Other Transportation	2370				
Environmental Use and Protection	2380				
Water Supply and Distribution	2390	1,338,948	244,483		181,662
Wastewater Treatment and Disposal	2400	303,027	7,724		36,558
Waste Management	2410	7,965			
Other Environmental Use and Protection	2420				
Public Health and Welfare	2430				
Family and Community Support	2440		221,131		
Day Care	2450				
Cemeteries and Crematoriums	2460				
Other Public Health and Welfare	2470				
Planning and Development	2480				
Land Use Planning, Zoning and Development ..	2490	2,690			
Economic/Agricultural Development	2500		89,766		
Subdivision Land and Development	2510				
Public Housing Operations	2520				
Land, Housing and Building Rentals	2530				
Other Planning and Development.....	2540				
Recreation and Culture	2550				
Recreation Boards	2560				
Parks and Recreation	2570	8,509			
Culture: Libraries, Museums, Halls	2580				
Convention Centres	2590				
Other Recreation and Culture.....	2600				
Other	2610				
Total	2620	2,101,810	1,633,988		345,030

CAPITAL FUND SUPPLEMENTARY DETAIL

Schedule F

		Capital Revenue	Capital Assets	Capital Fund Long Term Debt	
		Provincial Government Conditional Transfers	Capital Property Additions	Principal Additions During Year	Principal Reductions During Year
		1	2	3	4
General Government	2700				
Council and Other Legislative	2710				
General Administration	2720		116,424		
Other General Government	2730				
Protective Services	2740				
Police	2750				
Fire	2760		127,668		
Disaster and Emergency Measures	2770				
Ambulance and First Aid	2780	3,750	88,591		
Bylaws Enforcement	2790				
Other Protective Services	2800				
Transportation	2810				
Common and Equipment Pool	2820				
Roads, Streets, Walks, Lighting	2830	1,419,315	4,835,139	147,419	340,983
Airport	2840		67,004		
Public Transit	2850				
Storm Sewers and Drainage	2860				
Other Transportation	2870				
Environmental Use and Protection	2880				
Water Supply and Distribution	2890	2,495,649	3,299,137		562,925
Wastewater Treatment and Disposal	2900	703,480	794,141	261,283	73,676
Waste Management	2910				
Other Environmental Use and Protection	2920				
Public Health and Welfare	2930				
Family and Community Support	2940				
Day Care	2950				
Cemeteries and Crematoriums	2960				
Other Public Health and Welfare	2970				
Planning and Development	2980				
Land Use Planning, Zoning and Development .	2990				
Economic/Agricultural Development	3000				
Subdivision Land and Development	3010				
Public Housing Operations	3020				
Land, Housing and Building Rentals	3030				
Other Planning and Development	3040				
Recreation and Culture	3050				
Recreation Boards	3060				
Parks and Recreation	3070		76,420		
Culture: Libraries, Museums, Halls	3080				
Convention Centres	3090				
Other Recreation and Culture	3100				
Other	3110				
Total	3120	4,622,194	9,404,524	408,702	977,584

CHANGES IN CAPITAL PROPERTY

Schedule G

		Balance at Beginning of Year	Additions	Reductions	Balance at End of Year
		1	2	3	4
Capital Property - Cost	3200				
Engineering Structures	3210	71,495,980	7,913,517		79,409,497
Buildings	3220	4,246,068	346,483	789,226	3,803,325
Machinery and Equipment	3230	5,333,528	724,324	992,839	5,065,013
Land	3240	658,394	227,023		885,417
Vehicles	3250	4,400,893	193,177	90,717	4,503,353
Total Capital Property Cost	3260	86,134,863	9,404,524	1,872,782	93,666,605
Capital Property - Accumulated Amortization	3270				
Engineering Structures	3280				
Buildings	3290				
Machinery and Equipment	3300				
Land	3310				
Vehicles	3320				
Total Capital Property Accumulated Amortization	3330				
Total Capital Property Net of Accum. Amortization	3340	86,134,863	9,404,524	1,872,782	93,666,605

LONG TERM DEBT SUPPORT

Schedule H

		Operating 1	Capital 2	Total 3
Long Term Debt Support	3400			
Supported by General Tax Levies	3410		6,634,863	6,634,863
Supported by Special Levies	3420			
Supported by Utility Rates	3430			
Other	3440			
Total Long Term Debt Principal Balance	3450		6,634,863	6,634,863

LONG TERM DEBT SOURCES

Schedule I

		Operating 1	Capital 2	Total 3
Alberta Capital Finance Authority	3500		6,634,863	6,634,863
Province of Alberta	3510			
Canada Mortgage and Housing Corporation	3520			
Municipal Development and Loan Board	3530			
Government of Canada	3540			
Alberta Mortgage and Housing Corporation	3550			
Alberta Opportunity Company	3560			
Public Bond Issue	3570			
United States Market	3580			
European Market	3590			
Mortgage Borrowing	3600			
Other	3610			
Total Long Term Debt Principal Balance	3620		6,634,863	6,634,863

FUTURE LONG TERM DEBT REPAYMENTS

Schedule J

		Operating 1	Capital 2	Total 3
Principal Repayments by Year	3700			
Current + 1	3710		931,995	931,995
Current + 2	3720		976,820	976,820
Current + 3	3730		1,023,834	1,023,834
Current + 4	3740		1,073,144	1,073,144
Current + 5	3750		1,041,811	1,041,811
Thereafter	3760		1,587,259	1,587,259
Total Principal	3770		6,634,863	6,634,863
Interest by Year	3780			
Current + 1	3790		303,832	303,832
Current + 2	3800		259,007	259,007
Current + 3	3810		211,993	211,993
Current + 4	3820		162,682	162,682
Current + 5	3830		110,959	110,959
Thereafter	3840		149,249	149,249
Total Interest	3850		1,197,722	1,197,722

PROPERTY TAXES AND GRANTS IN PLACE

Schedule K

		Grants In Place		
		Property Taxes	of Property Taxes	Total
		1	2	3
Property Taxes	3900			
Residential Land and Improvements	3910	3,336,235	16,054	3,352,289
Non-Residential	3920			
Land and Improvements (Excluding M & E)....	3935	893,700	74,479	968,179
Machinery and Equipment	3950	1,597,627		1,597,627
Linear Property	3960	24,156,631		24,156,631
Railway	3970	42,425		42,425
Farm Land	3980	384,195		384,195
Adjustments to Property Taxes	3990			
Total Property Taxes and Grants In Place	4000	30,410,813	90,533	30,501,346
Requisition Transfers	4010			
Education				
Residential/Farm Land	4031			1,214,071
Non-Residential	4035			5,794,823
Hospital Districts	4060			
Nursing Homes and Auxiliary Hospitals.....	4070			
Ambulance Districts	4080			
Seniors Lodges	4090			612,105
Other	4100			
Adjustments to Requisition Transfers	4110			87,004
Total Requisition Transfers	4120			7,708,003
Net Municipal Property Taxes and Grants In Place	4130			22,793,343

GRANTS IN PLACE OF TAXES

Schedule L

		Property Taxes	Business Taxes	Other Taxes	Total
		1	2	3	4
		Federal Government	4200	16,054	
Provincial Government	4210	74,479			74,479
Local Government	4220				
Other	4230				
Total	4240	90,533			90,533

DEBT LIMIT

Schedule AA

Debt Limit	5700	41,902,698
Total Debt	5710	6,634,863
Debt Service Limit	5720	6,983,783
Total Debt Service Costs	5730	1,235,827

Enter Prior year's Line 3450 Column 2 balance here:

EDIT LIST - PLEASE REVIEW AND CORRECT ANY ERRORS NOTED BELOW

FINANCIAL INFORMATION RETURN

FOR THE YEAR ENDING DECEMBER 31, 2007

Chief Administrative Officer or Designated Officer Certification

Municipality Name: _____ Mackenzie County _____

This Financial Information Return, to the best of my knowledge,
is presented fairly and was prepared in compliance with the
accompanying Financial Information Manual.

Signature _____ **Dated** _____

FINANCIAL POSITION

Schedule A

		Operating 1	Capital 2	Reserves 3	Total 4
Assets	0010				
Cash and Temporary Investments	0020	4,396,698		13,870,686	18,267,384
Taxes and Grants in Place Receivables	0030				
Current	0040	420,113			420,113
Arrears	0050	102,437			102,437
Allowance	0060	-10,000			-10,000
Receivable From Other Governments	0070	949,765	3,538,021		4,487,786
Loans Receivable	0080				
Trade and Other Receivables	0090	725,694			725,694
Due From Excluded Functions	0100				
Due From Other Funds	0110		4,094,841		
Inventory of Consumable Supplies	0120		1,734,389		1,734,389
Inventories Held for Resale	0130				
Land	0140	81,615			81,615
Other	0150	70			70
Prepaid Expenses	0160	191,122			191,122
Long Term Investments	0170				
Federal Government	0180				
Provincial Government	0190				
Local Governments	0200				
Other	0210				
Capital Property	0220		93,666,605		93,666,605
Other Current Assets	0230				
Other Long Term Assets	0240	19,629			19,629
	0250	6,877,143	103,033,856	13,870,686	
Total Assets	0260				119,686,844
Liabilities	0270				
Temporary Loans Payable	0280				
Payable To Other Governments	0290	139,086			139,086
Accounts Payable & Accrued Liabilities	0300	1,617,174	3,184,845		4,802,019
Deposit Liabilities	0310	52,731			52,731
Due To Excluded Functions	0320				
Due To Other Funds	0330	4,094,841			
Deferred Revenue	0340	131,371	4,448,019		4,579,390
Long Term Debt	0350		6,634,863		6,634,863
Other Current Liabilities	0360	87,004			87,004
Other Long Term Liabilities	0370	19,629			19,629
	0380	6,141,836	14,267,727		
Total Liabilities	0390				16,314,722
Equity	0400				
Restricted Fund Balances	0405				
Unrestricted Fund Balances	0406	735,307	88,766,129	13,870,686	103,372,122
Total Fund Balances	0410	735,307	88,766,129	13,870,686	103,372,122
Unfunded Liabilities	0415				
	0418	735,307	88,766,129	13,870,686	103,372,122
	0420	6,877,143	103,033,856	13,870,686	
Total Liabilities and Equity	0430				119,686,844

FUND EQUITY

Schedule B

		Operating 1	Capital 2	Reserves 3	Total 4
Net Revenue (Expenditure)	0500	6,616,409	4,452,178		11,068,587
Net Transfers From / To Reserves Fund	0510	-4,954,333	2,722,041	2,232,292	
Net Transfers From / To Excluded Function	0520	-634,492	634,492		
Net Transfers From / To Operating / Capital Funds	0530				
Transfer To Capital: Principal Repayments on LIT	0540	-977,584	977,584		
Appropriated From Beginning of Year Fund Balance	0550				
Other Inter-Fund Adjustments	0560				
Increase (Decrease) in Unfunded Liabilities	0565				
Change in Fund Balances	0570	50,000	8,786,295	2,232,292	11,068,587
Fund Balances	0575				
Balance at Beginning of Year	0580	685,307	79,979,834	11,638,394	92,303,535
Prior Period Adjustments	0590				
Appropriated To Operating Fund	0600				
Other Adjustments	0610				
Balance at End of Year	0620	735,307	88,766,129	13,870,686	103,372,122

FINANCIAL ACTIVITIES BY FUNCTION

Schedule C

		Operating	Capital	Total
		1	2	3
Total General Revenue	0700	24,130,349		24,130,349
Function Revenue	0710			
General Government	0720			
Council and Other Legislative	0730			
General Administration	0740	64,817	295,516	360,333
Other General Government.....	0750			
Protective Services	0760			
Police	0770			
Fire	0780	73,770		73,770
Disaster and Emergency Measures	0790			
Ambulance and First Aid	0800	483,319	3,750	487,069
Bylaws Enforcement	0810	7,085	40,000	47,085
Other Protective Services.....	0820			
Transportation	0830			
Common and Equipment Pool	0840			
Roads, Streets, Walks, Lighting	0850	1,155,687	1,991,054	3,146,741
Airport	0860	36,444		36,444
Public Transit	0870			
Storm Sewers and Drainage	0880			
Other Transportation	0890			
Environmental Use and Protection	0900			
Water Supply and Distribution	0910	1,731,562	2,581,741	4,313,303
Wastewater Treatment and Disposal	0920	383,240	727,228	1,110,468
Waste Management	0930	7,965		7,965
Other Environmental Use and Protection	0940			
Public Health and Welfare	0950			
Family and Community Support	0960	221,131		221,131
Day Care	0970			
Cemeteries and Crematoriums	0980			
Other Public Health and Welfare	0990			
Planning and Development	1000			
Land Use Planning, Zoning and Development .	1010	155,735		155,735
Economic/Agricultural Development	1020	94,026		94,026
Subdivision Land and Development	1030	39,222		39,222
Public Housing Operations	1040			
Land, Housing and Building Rentals	1050			
Other Planning and Development.....	1060			
Recreation and Culture	1070			
Recreation Boards	1080			
Parks and Recreation	1090	8,509		8,509
Culture: Libraries, Museums, Halls	1100			
Convention Centres	1110			
Other Recreation and Culture.....	1120			
Other	1130			
Total Revenue	1140	28,592,861	5,639,289	34,232,150

FINANCIAL ACTIVITIES BY FUNCTION

Schedule C (cont.)

		Operating 1	Capital 2	Total 3
Expenditures	1150			
General Government	1160			
Council and Other Legislative	1170	450,270		450,270
General Administration	1180	3,390,479		3,390,479
Other General Government.....	1190			
Protective Services	1200			
Police	1210			
Fire	1220	665,173		665,173
Disaster and Emergency Measures	1230			
Ambulance and First Aid	1240	1,779,702		1,779,702
Bylaws Enforcement	1250	267,233		267,233
Other Protective Services.....	1260			
Transportation	1270			
Common and Equipment Pool	1280			
Roads, Streets, Walks, Lighting	1290	9,495,536		9,495,536
Airport	1300	143,542		143,542
Public Transit	1310			
Storm Sewers and Drainage	1320			
Other Transportation	1330			
Environmental Use and Protection	1340			
Water Supply and Distribution	1350	1,820,904		1,820,904
Wastewater Treatment and Disposal	1360	435,077		435,077
Waste Management	1370	380,128		380,128
Other Environmental Use and Protection	1380			
Public Health and Welfare	1390			
Family and Community Support	1400	591,129		591,129
Day Care	1410			
Cemeteries and Crematoriums	1420			
Other Public Health and Welfare	1430			
Planning and Development	1440			
Land Use Planning, Zoning and Development .	1450	492,765		492,765
Economic/Agricultural Development	1460	967,964		967,964
Subdivision Land and Development	1470	4,138		4,138
Public Housing Operations	1480			
Land, Housing and Building Rentals	1490			
Other Planning and Development.....	1500			
Recreation and Culture	1510			
Recreation Boards	1520	710,036		710,036
Parks and Recreation	1530	210,964		210,964
Culture: Libraries, Museums, Halls	1540	149,704		149,704
Convention Centres	1550			
Other Recreation and Culture.....	1560	21,708		21,708
Other	1570		1,187,111	1,187,111
Total Expenditures	1580	21,976,452	1,187,111	23,163,563
Net Revenue (Expenditure)	1590	6,616,409	4,452,178	11,068,587

FINANCIAL ACTIVITIES BY TYPE / OBJECT

Schedule D

		Operating	Capital	Total
		1	2	3
Revenues	1700			
Taxation and Grants in Place	1710			
Property (Net Municipal)	1720	22,793,343		22,793,343
Business	1730			
Business Revitalization Zone	1740			
Special	1750			
Well Drilling	1760	32,728		32,728
Local Improvement	1770	282,886		282,886
Sales To Other Governments	1790			
Sales and User Charges	1800	2,101,810		2,101,810
Penalties and Costs on Taxes	1810	93,221		93,221
Licenses and Permits	1820	132,560		132,560
Fines	1830	7,349		7,349
Franchise and Concession Contracts	1840			
Returns on Investments	1850	933,806	5,581	939,387
Rentals	1860	32,330		32,330
Insurance Proceeds	1870	13,379		13,379
Proceeds From Disposal of Capital Property	1880		880,506	880,506
Federal Government Unconditional Transfers	1890			
Federal Government Conditional Transfers	1900		17,658	17,658
Provincial Government Unconditional Transfers ...	1910	23,178		23,178
Provincial Government Conditional Transfers	1920	1,633,988	4,622,194	6,256,182
Local Government Transfers	1930			
Transfers From Local Boards and Agencies	1940			
Drawn From Allowances	1950			
Developers' Agreements and Levies	1960		85,590	85,590
Other Revenues	1970	512,283	27,760	540,043
Total Revenue	1980	28,592,861	5,639,289	34,232,150
Expenditures	1990			
Salaries, Wages, and Benefits	2000	6,046,900		6,046,900
Contracted and General Services	2010	6,676,918		6,676,918
Purchases from Other Governments	2020			
Materials, Goods, Supplies, and Utilities	2030	6,070,660		6,070,660
Provision For Allowances	2040			
Transfers to Other Governments	2050	1,465,604		1,465,604
Transfers to Local Boards and Agencies	2060			
Transfers to Individuals and Organizations	2070	1,354,456		1,354,456
Bank Charges and Short Term Interest	2080	9,823		9,823
Interest on Operating Long Term Debt	2090			
Interest on Capital Long Term Debt	2100	345,030		345,030
Amortization of Capital Property	2110			
Unamortized Cost of Capital Property Disposed ...	2120		1,872,783	1,872,783
Other Expenditures	2130	7,061	-685,672	-678,611
Total Expenditures	2140	21,976,452	1,187,111	23,163,563
Net Revenue (Expenditure)	2150	6,616,409	4,452,178	11,068,587

OPERATING FUND SUPPLEMENTARY DETAIL

Schedule E

		Operating Revenue		Operating Expenditures	
		Sales and User Charges	Provincial Government Conditional Transfers	Interest on Operating Long Term Debt	Interest on Capital Long Term Debt
		1	2	3	4
General Government	2200				
Council and Other Legislative	2210				
General Administration	2220	31,801	22,657		
Other General Government.....	2230				
Protective Services	2240				
Police	2250				
Fire	2260	73,170			
Disaster and Emergency Measures	2270				
Ambulance and First Aid	2280	235,225	226,672		
Bylaws Enforcement	2290				
Other Protective Services.....	2300				
Transportation	2310				
Common and Equipment Pool	2320				
Roads, Streets, Walks, Lighting	2330	75,765	810,322		126,810
Airport	2340	24,710	11,233		
Public Transit	2350				
Storm Sewers and Drainage	2360				
Other Transportation	2370				
Environmental Use and Protection	2380				
Water Supply and Distribution	2390	1,338,948	244,483		181,662
Wastewater Treatment and Disposal	2400	303,027	7,724		36,558
Waste Management	2410	7,965			
Other Environmental Use and Protection	2420				
Public Health and Welfare	2430				
Family and Community Support	2440		221,131		
Day Care	2450				
Cemeteries and Crematoriums	2460				
Other Public Health and Welfare	2470				
Planning and Development	2480				
Land Use Planning, Zoning and Development .	2490	2,690			
Economic/Agricultural Development	2500		89,766		
Subdivision Land and Development	2510				
Public Housing Operations	2520				
Land, Housing and Building Rentals	2530				
Other Planning and Development.....	2540				
Recreation and Culture	2550				
Recreation Boards	2560				
Parks and Recreation	2570	8,509			
Culture: Libraries, Museums, Halls	2580				
Convention Centres	2590				
Other Recreation and Culture.....	2600				
Other	2610				
Total	2620	2,101,810	1,633,988		345,030

CAPITAL FUND SUPPLEMENTARY DETAIL

Schedule F

		Capital Revenue	Capital Assets	Capital Fund Long Term Debt	
		Provincial	Capital	Principal	Principal
		Government	Property	Additions	Reductions
		Conditional	Additions	During Year	During Year
		Transfers			
		1	2	3	4
General Government	2700				
Council and Other Legislative	2710				
General Administration	2720		116,424		
Other General Government	2730				
Protective Services	2740				
Police	2750				
Fire	2760		127,668		
Disaster and Emergency Measures	2770				
Ambulance and First Aid	2780	3,750	88,591		
Bylaws Enforcement	2790				
Other Protective Services	2800				
Transportation	2810				
Common and Equipment Pool	2820				
Roads, Streets, Walks, Lighting	2830	1,419,315	4,835,139	147,419	340,983
Airport	2840		67,004		
Public Transit	2850				
Storm Sewers and Drainage	2860				
Other Transportation	2870				
Environmental Use and Protection	2880				
Water Supply and Distribution	2890	2,495,649	3,299,137		562,925
Wastewater Treatment and Disposal	2900	703,480	794,141	261,283	73,676
Waste Management	2910				
Other Environmental Use and Protection	2920				
Public Health and Welfare	2930				
Family and Community Support	2940				
Day Care	2950				
Cemeteries and Crematoriums	2960				
Other Public Health and Welfare	2970				
Planning and Development	2980				
Land Use Planning, Zoning and Development	2990				
Economic/Agricultural Development	3000				
Subdivision Land and Development	3010				
Public Housing Operations	3020				
Land, Housing and Building Rentals	3030				
Other Planning and Development	3040				
Recreation and Culture	3050				
Recreation Boards	3060				
Parks and Recreation	3070		76,420		
Culture: Libraries, Museums, Halls	3080				
Convention Centres	3090				
Other Recreation and Culture	3100				
Other	3110				
Total	3120	4,622,194	9,404,524	408,702	977,584

CHANGES IN CAPITAL PROPERTY

Schedule G

		Balance at Beginning of Year 1	Additions 2	Reductions 3	Balance at End of Year 4
Capital Property - Cost	3200				
Engineering Structures	3210	71,495,980	7,913,517		79,409,497
Buildings	3220	4,246,068	346,483	789,226	3,803,325
Machinery and Equipment	3230	5,333,528	724,324	992,839	5,065,013
Land	3240	658,394	227,023		885,417
Vehicles	3250	4,400,893	193,177	90,717	4,503,353
Total Capital Property Cost	3260	86,134,863	9,404,524	1,872,782	93,666,605
Capital Property - Accumulated Amortization	3270				
Engineering Structures	3280				
Buildings	3290				
Machinery and Equipment	3300				
Land	3310				
Vehicles	3320				
Total Capital Property Accumulated Amortization	3330				
Total Capital Property Net of Accum. Amortization	3340	86,134,863	9,404,524	1,872,782	93,666,605

LONG TERM DEBT SUPPORT

Schedule H

		Operating 1	Capital 2	Total 3
Long Term Debt Support	3400			
Supported by General Tax Levies	3410		6,634,863	6,634,863
Supported by Special Levies	3420			
Supported by Utility Rates	3430			
Other	3440			
Total Long Term Debt Principal Balance	3450		6,634,863	6,634,863

LONG TERM DEBT SOURCES

Schedule I

		Operating 1	Capital 2	Total 3
Alberta Capital Finance Authority.....	3500		6,634,863	6,634,863
Province of Alberta	3510			
Canada Mortgage and Housing Corporation	3520			
Municipal Development and Loan Board	3530			
Government of Canada	3540			
Alberta Mortgage and Housing Corporation	3550			
Alberta Opportunity Company	3560			
Public Bond Issue	3570			
United States Market	3580			
European Market	3590			
Mortgage Borrowing	3600			
Other	3610			
Total Long Term Debt Principal Balance	3620		6,634,863	6,634,863

FUTURE LONG TERM DEBT REPAYMENTS

Schedule J

		Operating 1	Capital 2	Total 3
Principal Repayments by Year	3700			
Current + 1	3710		931,995	931,995
Current + 2	3720		976,820	976,820
Current + 3	3730		1,023,834	1,023,834
Current + 4	3740		1,073,144	1,073,144
Current + 5	3750		1,041,811	1,041,811
Thereafter	3760		1,587,259	1,587,259
Total Principal	3770		6,634,863	6,634,863
Interest by Year	3780			
Current + 1	3790		303,832	303,832
Current + 2	3800		259,007	259,007
Current + 3	3810		211,993	211,993
Current + 4	3820		162,682	162,682
Current + 5	3830		110,959	110,959
Thereafter	3840		149,249	149,249
Total Interest	3850		1,197,722	1,197,722

PROPERTY TAXES AND GRANTS IN PLACE

Schedule K

		Grants In Place		Total
		Property Taxes	of Property Taxes	
		1	2	
Property Taxes	3900			
Residential Land and Improvements	3910	3,336,235	16,054	3,352,289
Non-Residential	3920			
Land and Improvements (Excluding M & E)....	3935	893,700	74,479	968,179
Machinery and Equipment	3950	1,597,627		1,597,627
Linear Property	3960	24,156,631		24,156,631
Railway	3970	42,425		42,425
Farm Land	3980	384,195		384,195
Adjustments to Property Taxes	3990			
Total Property Taxes and Grants In Place	4000	30,410,813	90,533	30,501,346
Requisition Transfers	4010			
Education				
Residential/Farm Land	4031		1,214,071	
Non-Residential	4035		5,794,823	
Hospital Districts	4060			
Nursing Homes and Auxiliary Hospitals.....	4070			
Ambulance Districts	4080			
Seniors Lodges	4090		612,105	
Other	4100			
Adjustments to Requisition Transfers	4110		87,004	
Total Requisition Transfers	4120		7,708,003	
Net Municipal Property Taxes and Grants In Place	4130		22,793,343	

GRANTS IN PLACE OF TAXES

Schedule L

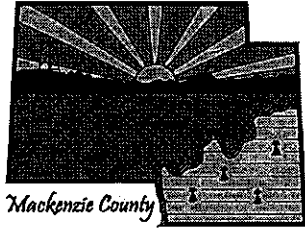
		Property	Business	Other	Total
		Taxes	Taxes	Taxes	
		1	2	3	
Federal Government	4200	16,054			16,054
Provincial Government	4210	74,479			74,479
Local Government	4220				
Other	4230				
Total	4240	90,533			90,533

DEBT LIMIT

Schedule AA

Debt Limit	5700	41,902,698
Total Debt	5710	6,634,863
Debt Service Limit	5720	6,983,783
Total Debt Service Costs	5730	1,235,827

Enter **Prior year's** Line 3450 Column 2 balance here:



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 6, 2008
Presented By:	William Kostiw, Chief Administrative Officer
Title:	La Crete Municipal Office & Multi-Use Building

BACKGROUND / PROPOSAL:

For several years the County has contemplated the need for new office space in La Crete for our regional municipal staff and other government agencies. Historically we owned a building and rented other space which split the staff causing more administrative work and multiple addresses.

The current situation is a consolidation of all the La Crete area staff into a rental building with little or no meeting, training or other available space.

The proposal by the Building Committee to build a new multi-use building has been presented to Council with preliminary drawings and cost estimates. This proposal was supported by the Building Committee "but" other Councillors expressed concern about need, size and cost. In order to include the proposed building in the 2008 budget and hopefully have Council's endorsement, administration presents the following revised proposal for Council's perusal.

Building Size – Approximately 10,800 sq ft (130 sq ft)

Building Cost Estimate	\$1,400,000
Land, Utility & Site Work	\$550,000
Engineering/Supervision	\$150,000
Contingency	\$100,000
Total Estimated Cost	\$2,210,000

Author: W. Kostiw

Review By: _____

CAO

OPTIONS & BENEFITS:

Council has many options from contingency renting to building as first presented; however, administration offers the following proposal.

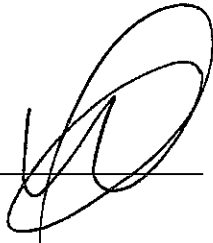
The current corporate office space is approximately 7,000 sq ft and the current La Crete sub-office space is approximately 5,000 sq ft. Both are very cramped, inefficient buildings with no room for expansion. The benefit of building a larger sub-office is to provide adequate rental space for other government agencies and have space for future expansion. The proposal of 10,800 sq ft is reduced from the original of 15,000 sq ft and includes ample meeting, training and public use areas. The building envisioned will be energy efficient, cost effective, health friendly, and aesthetically pleasing. Certainly this is a building the County and the community should be proud of and will serve for many years into the future.

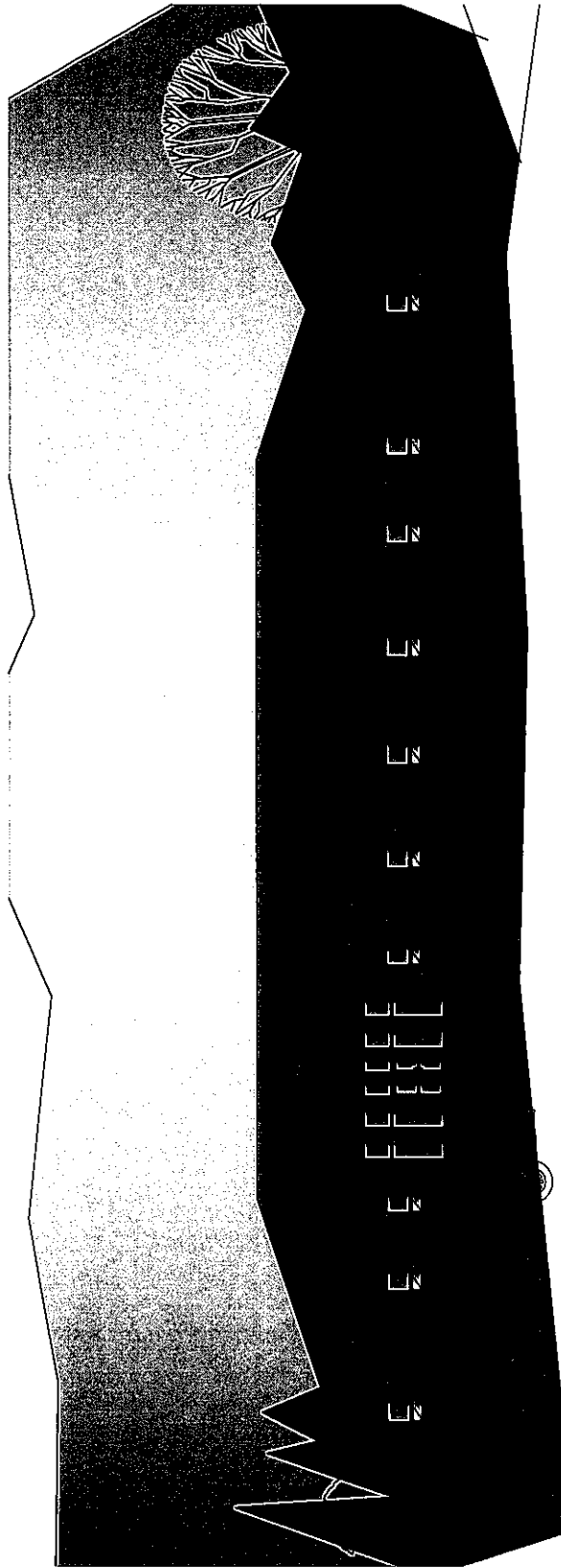
COSTS & SOURCE OF FUNDING:

The estimated all inclusive cost for buildings and other works is \$2,210,000. Funding would come from County reserves and grants at about a 50/50 ratio. I estimate spending \$1,000,000 in 2008 and the remaining \$1,210,000 in 2009. Cost estimates are subject to construction start this year and completion in 2009.

RECOMMENDED ACTION:

That administration be instructed to proceed to final drawings and design of the La Crete municipal office and multi-use building and prepare a tender for approval by Council as per the proposed estimates of cost and size.

Author: W. Kostiw Review By: _____ CAO 



Revision 1. REVISIONS	BY	DATE	NO.	DATE
PROJECT PROPOSED NEW LACRETE SUB-OFFICE ADMINISTRATION BUILDING		DRAWN DATE	CHECKED DATE	DATE 12/28/82
CLIENT MACKENZIE COUNTY 4511 Fort McMurray, Alberta T9H 1R0 Tel: 780-527-5718 Fax: 780-527-4266		Project Front Elevation		
FOCUS CORPORATION 1400-10th Street, N.W. Edmonton, Alberta T6E 6P1 Tel: 780-443-1111 Fax: 780-443-1112		Scale A3		
The drawings and designs are prepared under contract, and the client, contractor or other interested parties shall be responsible for obtaining all necessary permits and approvals from the appropriate authorities.		Sheet 1		



May 6, 2008

File No.: 124082-20

Mackenzie County
P.O. Box 1690
10107 – 94 Ave.
La Crete, AB
T0H 2H0

ATTENTION: John Klassen, Fax: (780) 928-3636,
email: jklassen@mackenziecounty.com

**RE: PROPOSED ADMINISTRATION BUILDING (SUB-OFFICE)
LA CRETE, ALBERTA
COST ESTIMATE**

The following is a cost estimate for the above noted project.

Proposed Project / Building attributes:

- One storey, Building Area: 11,673 sq. ft.
- Concrete foundations
- Concrete slab-on-grade
- Wood framed structural, high R-value insulated exterior walls
- Energy efficient, high R-value windows
- Wood framed, high R-value insulated sloped roof, metal roofing
- Interior gypsum board partition walls (painted).
- Suspended Acoustic ceiling tile
- Interior floor finishes: carpet , resilient flooring, porcelain tile
- Masonry & stucco exterior finishes.
- Suspended acoustic ceiling system.
- Energy efficient forced air mechanical HVAC system
- Optional geothermal heating system.
- Energy efficient electrical fixtures & controls
- Paved parking areas & access road

Mackenzie County
Proposed LaCrete Sub-Office Administration Building
Cost Estimate
Page 2 of 2

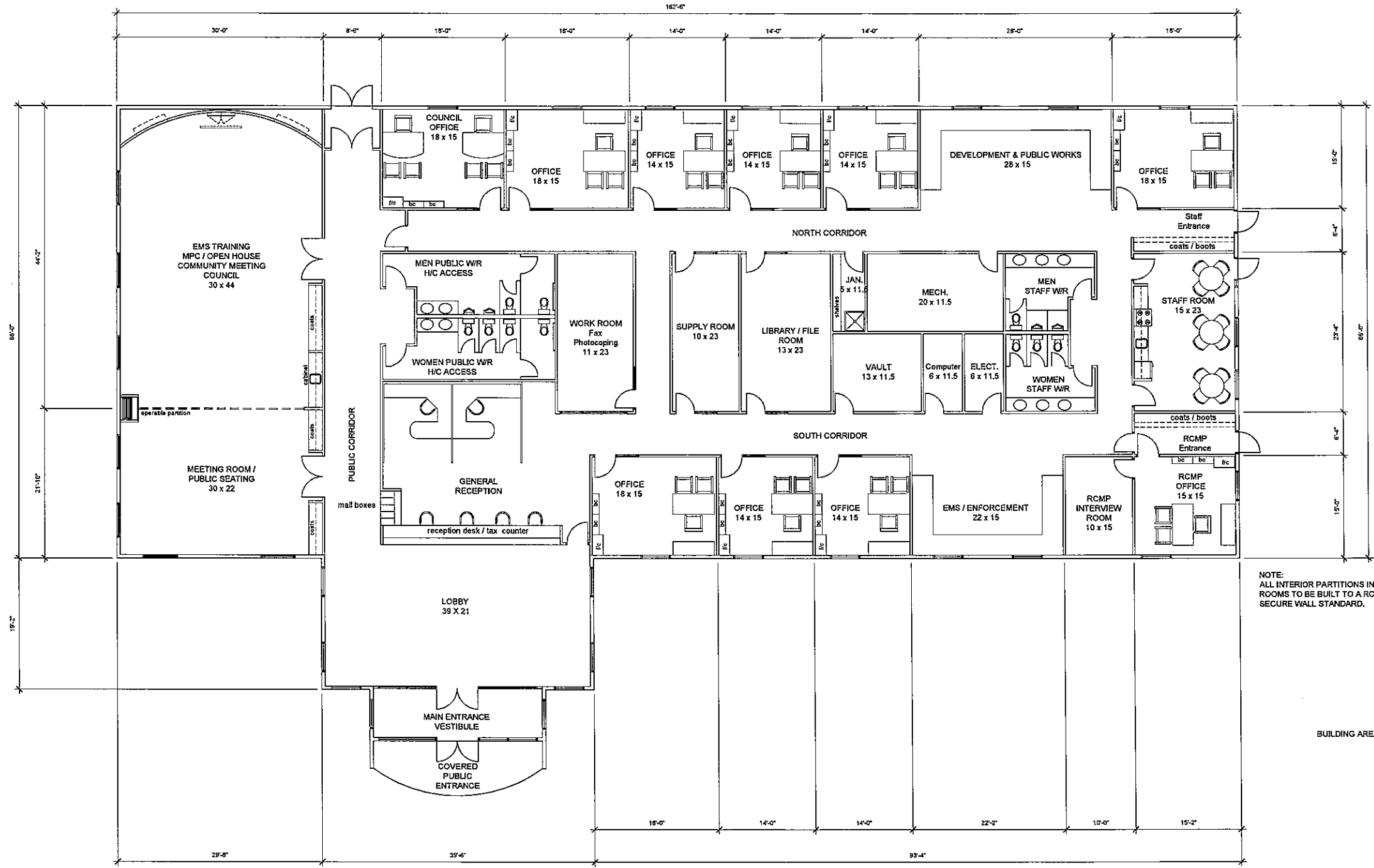
Item	Description	Cost Estimate
1	Civil Work: Site & Building Services: Water / Sanitary / Storm / Building & Site Paving Access roads / Parking areas	\$ 300,000.00
2	Structural: Concrete foundations, slab-on-grade, exterior wood framed load bearing walls, interior steel columns, roof structural wood trusses & beams	\$ 350,000.00
3	Architectural: Exterior Building envelope - wall & roof high R-value insulation & finishes. All interior wall partition, floor & ceiling finishes & painting, all doors & high energy efficient windows & millwork.	\$ 700,000.00
4	Mechanical: All plumbing, domestic hot & cold water piping, sanitary piping & energy efficient fixtures.	\$ 120,000.00
5	Mechanical: All gas fired Heating, Ventilation & Air-Conditioning work, energy efficient equipment	\$ 318,000.00
6	Electrical: All Wiring, energy efficient fixtures, equipment connections, Fire alarm, sound & security systems.	\$ 263,000.00
7	Contingency - 10%	\$ 205,100.00
8	Engineering Services: Design, Tendering, Construction - 7%	\$ 157,927.00
9	Construction Cost Estimate Total:	\$ 2,414,027.00
10	Optional Geothermal Heating System: vertical drilled holes on-site, heat pumps, controls	\$ 120,000.00

Please contact me if you should have any questions regarding this correspondence.

Sincerely,
FOCUS CORPORATION

George Durocher
Senior Project Manager

Cc: Doug Schuler – Focus – Peace River



NOTE:
ALL INTERIOR PARTITIONS IN THE RCMP
ROOMS TO BE BUILT TO A RCMP
SECURE WALL STANDARD.

BUILDING AREA = 11,673 sq. ft. (1,084.42sq.m.)

MAIN FLOOR PLAN



Revision	BY	APPD.	DATE
1	CLIENT REVIEW ISSUE	GSD	MAR.30/08
2	CLIENT REVIEW ISSUE	GSD	MAR.19/08
3	CLIENT REVIEW ISSUE	GSD	MAY 6/08

FOCUS

FOCUS Corporation
83, 8002 - 96 Street
Peace River, AB, Canada T8B 1G8
Tel: 780.624.5631
Fax: 780.624.3732
www.focus.ca

Client

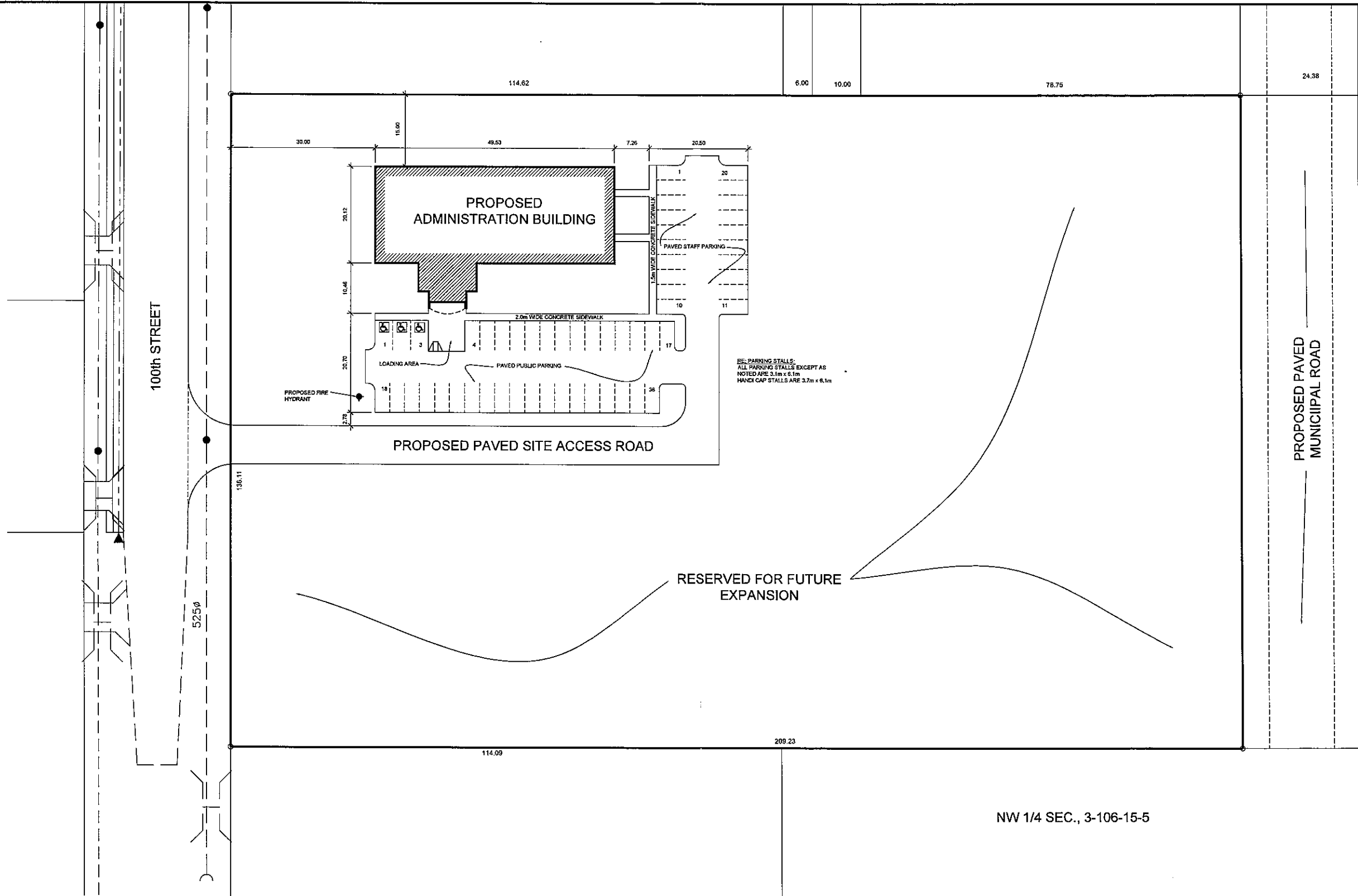
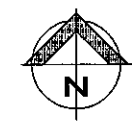
MACKENZIE COUNTY
4511 - 46 Avenue, P.O. BOX 640
Fort Vermilion, Alberta
T0H 1N0
Tel: 780. 927-3718 Fax: 780. 927-4266

Project

PROPOSED NEW LACRETE SUB-OFFICE
ADMINISTRATION BUILDING

Floor Plan

Designed	Scale	Date
GSD	1/8" = 1'-0"	MARCH 2008
Drawn	Project No.	
GSD	124082	
Checked	Drawing No.	Per
	A2	3
Approved		



RE: PARKING STALLS:
ALL PARKING STALLS EXCEPT AS
NOTED ARE 3.1m x 6.1m
HANDICAP STALLS ARE 3.7m x 6.1m

NW 1/4 SEC., 3-106-15-5

Revision	BY	APPD.	DATE
1	ISSUED FOR CLIENT REVIEW	GBO	MAR 4 2008
2	CLIENT REVISIONS	GBO	MAR 7 2008
3	CLIENT REVISIONS	GBO	MAR 19 2008
4	CLIENT REVISIONS	GBO	MAY 6 2008

FOCUS

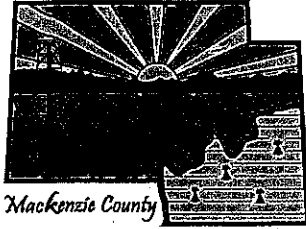
FOCUS Corporation
83, 4905 - 66 Street
Peace River, AB, Canada T8S 1G4
Tel: 780.824.5631
Fax: 780.824-3722
www.focus.ca

Client
MACKENZIE COUNTY
4511 - 46 Avenue, P.O. BOX 640
Fort Vermilion, Alberta
T0H 1N0
Tel: 780.927-3718 Fax: 780.927-4286

Project
**PROPOSED NEW LACRETE SUB-OFFICE
ADMINISTRATION BUILDING**

Designed	Scale	Date
-	1:400	MARCH 2008
Drawn	Project No.	
-	124082	
Checked	Drawing No.	Rev.
-	A1	4
Approved		
-		

Site Plan



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 6, 2008
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	2008 Operating and Capital Budgets

BACKGROUND / PROPOSAL:

Council must approve the final 2008 budget prior to setting up the 2008 tax mill rate.

Council approved the interim 2008 budgets in February of 2008.

OPTIONS & BENEFITS:

Administration received the 2008 assessment and prepared new calculations of the 2008 taxation revenue projection and updated the 2008 operating and capital budgets.

Council received and reviewed the revised budgets at their April 29, 2008 Special Council meeting.

The final draft will be distributed at the meeting.

COSTS & SOURCE OF FUNDING:

NA

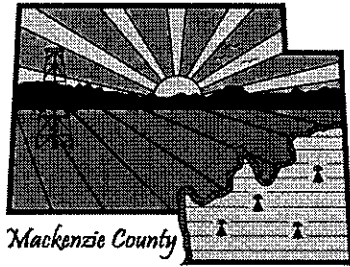
RECOMMENDED ACTION:

That the 2008 operating and capital budgets be approved as presented.

Author: *Joulia Whittleton*

Review Date: *May 1, 2008*

CAO *[Signature]*



MACKENZIE COUNTY

2008 BUDGET

MAY 6, 2008

**Mackenzie County
2008 Budget**

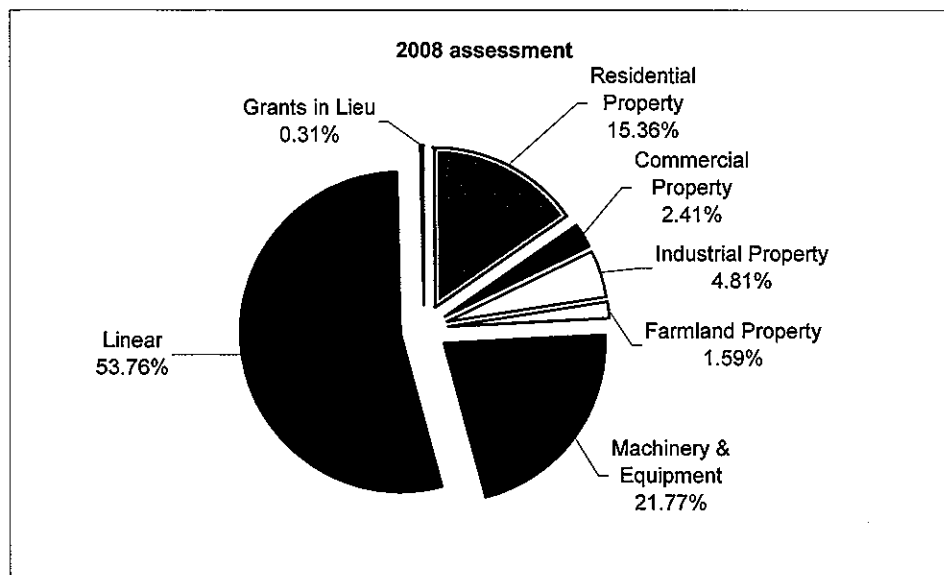
Summary of Assessment and Municipal Revenue by Category

	2008 assessment	% increase from 2007	2008 Municipal Revenue based on 2007 Tax Bylaw	As % of total municipal revenue
Residential Property	\$350,489,920	11.51%	\$2,413,158	10.248%
Commercial Property	\$54,956,900	14.42%	\$605,900	2.573%
Industrial Property	\$109,684,080	1.95%	\$1,209,267	5.135%
Farmland Property	\$36,260,590	-0.15%	\$249,654	1.060%
Machinery & Equipment	\$496,825,290	-3.33%	\$5,477,499	23.260%
Linear	\$1,226,802,020	4.85%	\$13,525,492	57.437%
Grants in Lieu	\$7,137,760	15.18%	\$67,585	0.287%
Total	\$2,282,156,560	3.90%	\$23,548,555	
Tax exempt assessment	\$7,137,760	-5.43%	\$0	
Total	\$2,414,722,700	3.34%	\$23,548,555	

Please note that the County may experience some loss of the municipal revenue due to assessment appeals and/or due to additional corrections of roll.

The 2008 taxable assessment increased by 3.9% which is substantially down in comparison to the previous year (19.4% increase in 2007). This is the lowest increase in the past six years. The Footner Forest Product closure contributed to this low increase and the 2008 loss municipal revenue is estimated at \$932,000 due to this closure.

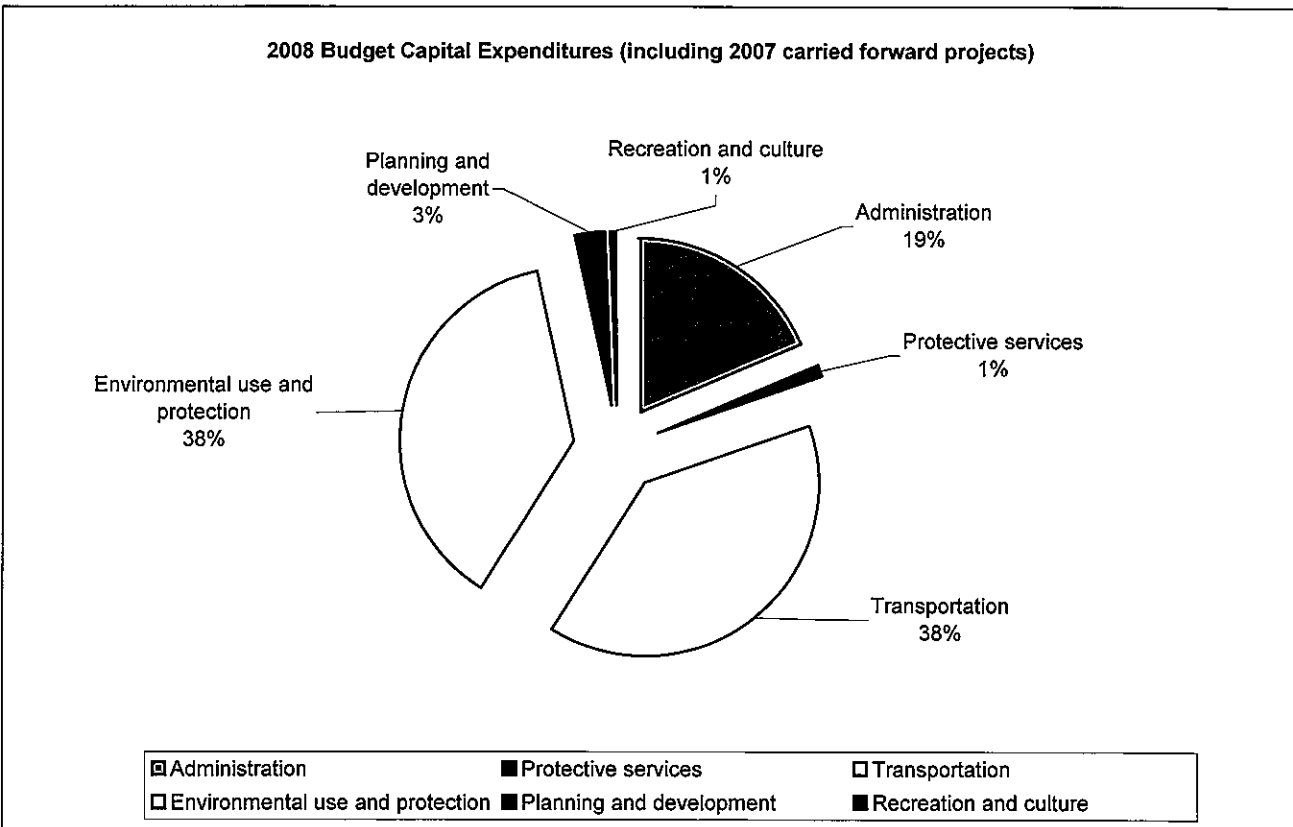
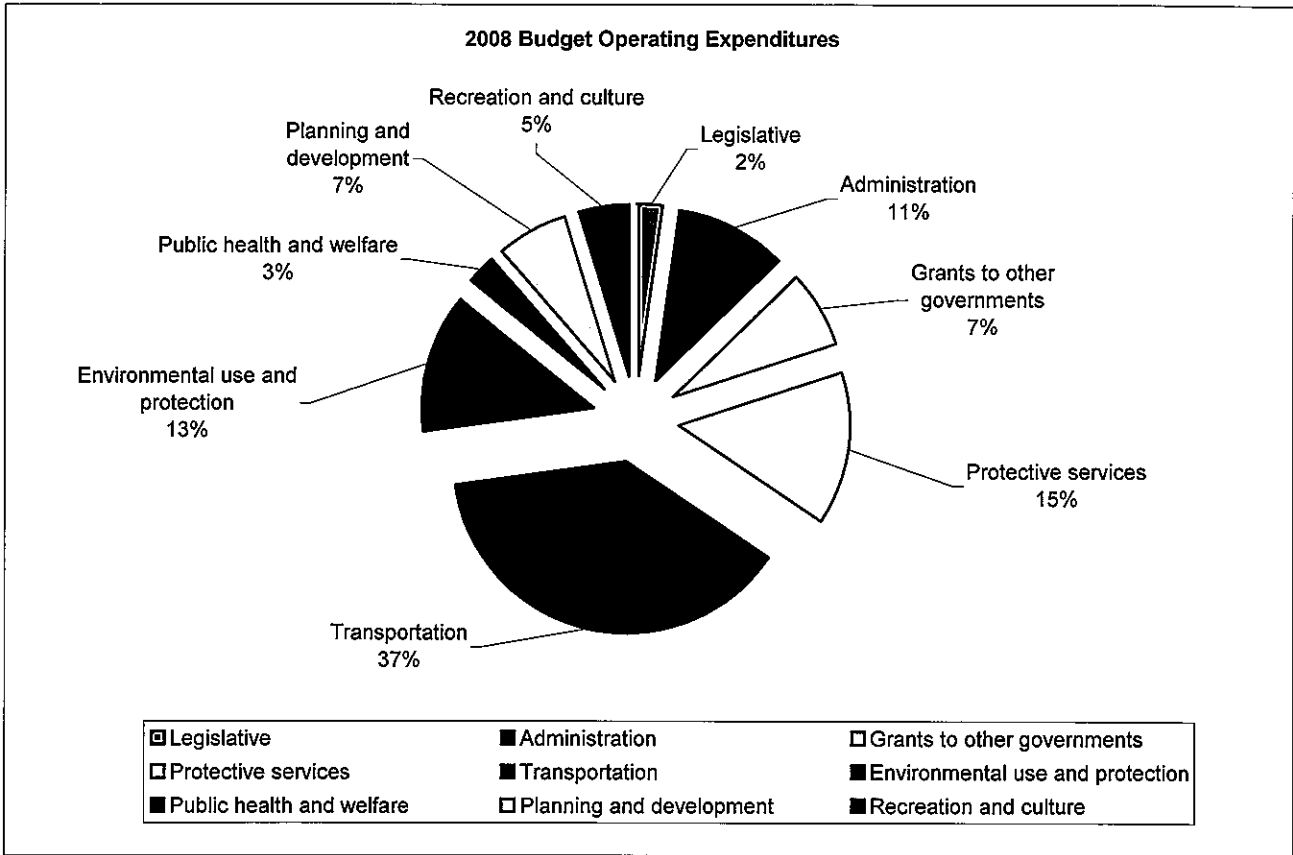
The 2008 municipal taxation revenue is projected at 2.95% increase from 2007 using the 2007 tax rates.



Mackenzie County
2008 Budget

	2007 Actual	2008 Budget (includes 2007 carried forward projects)
REVENUES		
Property taxes	\$30,697,229	\$31,513,727
Less: Education requisitions	\$7,008,894	\$7,149,735
Lodge requisition	\$612,105	\$627,268
Net municipal property taxes	\$23,076,231	\$23,736,724
User fees and sales of goods	\$2,101,810	\$2,112,169
Government transfers	\$6,297,018	\$31,461,753
Investment income	\$939,385	\$597,390
Penalties and costs on taxes	\$93,221	\$95,000
Licenses, permits and fines	\$139,908	\$112,550
Rentals	\$32,330	\$19,905
Insurance Proceeds	\$13,379	\$0
Development Levies	\$85,592	\$0
Other	\$572,766	\$1,479,100
Proceeds from sale of physical assets	\$880,506	\$59,000
Total Revenue	\$34,232,146	\$59,673,591
EXPENDITURES		
Operating		
Legislative	\$450,270	\$481,952
Administration	\$2,036,729	\$2,224,057
Grants to other governments	\$1,465,602	\$1,500,000
Protective services	\$2,547,125	\$3,102,932
Transportation	\$7,990,231	\$8,062,425
Environmental use and protection	\$2,182,654	\$2,795,493
Public health and welfare	\$568,228	\$580,719
Planning and development	\$1,113,210	\$1,418,498
Recreation and culture	\$948,390	\$988,983
Total operating expenditures	\$19,302,439	\$21,155,060
Capital (includes non-asset increasing projects)		
Administration	\$300,308	\$9,923,361
Protective services	\$275,624	\$571,569
Transportation	\$6,499,176	\$20,978,661
Environmental use and protection	\$4,546,733	\$20,153,114
Planning and development	\$351,656	\$1,375,438
Recreation and culture	\$105,037	\$353,435
Total capital expenditures	\$12,078,534	\$53,355,579
Total expenditures	\$31,380,973	\$74,510,638
Excess (deficiency) of revenue over expenditures	\$2,851,173	(\$14,837,047)
New debt	\$408,701	\$8,346,177
Net decrease in long-term debt	(\$977,583)	(\$1,166,435)
Change in fund balances	\$2,282,291	(\$7,657,305)
Allocated to accumulated surplus	\$50,000	\$0
Reserve Balance, beginning of year	\$11,638,394	\$13,870,685
Reserve Balance, end of year	\$13,870,685	\$6,213,380

**Mackenzie County
2008 Budget**



Mackenzie County
RESERVES

Estimated December 31, 2008 balances

ESTIMATED

Account	Name	Beginning				Transfers			Ending Balance
		Balance	2008 New Proposed Projects	Projects Carried Forward to 2008	Contribution from/(to) Operating Fund	Contribution from/(to) Capital Fund	Interfund transfers or to be allocated to projects		
Operating Fund Reserve									
04-711-12	Operating Fund Reserve	\$1,832,953							\$1,832,953
04-712-41	Reserve-Off Site Levy - Water	\$685,856	(\$500,000)						\$185,856
04-712-51	Grants to Other Organizations Reserve	\$88,846							\$88,846
04-712-61	Reserve - Development	\$183,585							\$183,585
04-712-62	Reserve-P.T.O.A.G.	\$0							\$0
04-712-72	Recreation-Parks Reserve	\$117,358		(\$85,359)		\$50,000			\$71,988
04-713-72	Subdivisions Reserve	\$169,103							\$169,103
04-714-32	Gravel Reclamation Reserve	\$22,377							\$22,377
04-714-72	Municipal Reserve	\$83,659							\$83,659
04-720-32	Gravel Crushing Reserve	\$255,523							\$255,523
		\$3,319,260	(\$500,000)	(\$95,359)	\$0	\$50,000	\$0	\$0	\$2,773,900
Capital Fund Reserve									
04-711-72	Incomplete Capital - Recreation	\$7,224							\$7,224
04-712-12	Incomplete Capital - Admin & Planning	\$660,168	(\$62,885)	(\$456,223)					\$141,060
04-712-23	Incomplete Capital - Fire Department	\$51,485		(\$51,485)					\$0
04-712-25	Incomplete Capital - Ambulance	\$346,818		(\$249,962)					\$96,856
04-712-26	Incomplete Capital - Enforcement	\$123							\$123
04-712-33	Incomplete Capital - Airport	\$169,517		(\$100,000)					\$69,517
07-31-760	Incomplete Capital - Vehicle Replacement	\$520,000		(\$520,000)					\$0
04-712-63	Agriculture - Reserve	\$50,000							\$50,000
04-712-71	Recreation Reserve - Zama	\$12,148							\$12,148
04-712-72	Recreation Boards - Capital to be Identified								
04-713-32	Reserve-Roads(General)	\$2,185,428	(\$4,093,218)	(\$836,770)		\$120,000	(\$120,000)		\$304,441
04-713-41	Water Treatment Plant Reserve	\$214,803				\$3,597,953	(\$548,952)		\$214,803
04-713-43	Incomplete Capital - Sewer	\$326,083		(\$364,846)					\$41,237
04-713-61	Incomplete Capital - Development	\$45,146							\$45,146
04-713-71	Recreation Reserve - Fort Vermilion	\$49,745							\$49,745
04-714-37	Drainage Reserve	\$436,731		(\$524,414)		\$600,000	(\$500,000)		\$14,317
04-715-32	Walking Trails - Fort Vermilion	\$8,961							\$8,961
04-716-32	Walking Trails - LaCrete	\$0							\$0
04-717-32	Walking Trails - Zama	\$0							\$0
04-718-32	Incomplete Capital - Shop & Storage	\$0							\$0
04-719-32	Public Works - Incomplete Capital	\$2,729,214		(\$3,276,166)					\$452,048
04-760-41	Reserve - Water Upgrading(Incomplete capital)	\$714,621		(\$687,947)					\$26,674
04-760-42	Reserve - Sewer Upgrading	\$85,000							\$85,000
04-760-43	Reserve-Waste	\$29,173							\$29,173
04-760-97	General Capital Reserve	\$995,999							\$995,999
04-761-31	Vehicle Replacement Reserve	\$466,702	(\$153,000)	(\$18,548)		\$544,000			\$839,154
04-761-43	Reserves - Garbage Projects(Incomplete capital)	\$8,500							\$8,500
04-765-23	Emergency Services Reserves	\$435,838	(\$4,240)	(\$33,515)		\$275,000	(\$620,000)		\$629,083
		\$10,551,426	(\$4,357,343)	(\$7,271,556)	\$0	\$5,136,953	(\$620,000)		\$3,291,196
TOTAL RESERVES		\$13,870,686	(\$4,857,343)	(\$7,366,916)	\$0	\$5,186,953	(\$620,000)		\$6,213,380

Current Budget Development Policy states:

County's maximum debt limit not to exceed 40% of the total allowable debt limit and the minimum reserves be set at 20% of the total allowable debt limit.

20% of the 2007 total debt limit:	\$8,380,539
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Operating Budget (as approved in Interim)	Revisions	Operating Budget Total	NOTES
REVENUE			
Taxation	\$7,979,406	\$31,316,981	Taxation revenue is calculated using the actual 2008 assessment and the 2007 Tax Rate Bylaw, includes \$7,071,173.49 school and \$628,424.19 senior requisitions and \$68,828.49 over levy from 2007
Administration	\$35,418	\$68,086	Municipal Affairs one time grant to assist with TCA
Finance	\$0	\$68,000	
Maintenance	\$0	\$426,672	
Police	\$0	\$10,550	
Transportation	\$110,593	\$817,741	Municipal Sustainability Initiative - operating grant
Public Works	\$0	\$25,550	
Water	\$0	\$1,483,070	
Waste	\$0	\$339,826	
Family & Community Services	\$0	\$8,700	
Recreation	\$0	\$222,095	
Training & Development	(\$36,914)	\$0	Remove 2007 MSI funds
Arts & Development	\$47,100	\$166,637	Municipal Sustainability Initiative - operating grant - to be contributed to capital (MDP & LUB project)
Agriculture	\$0	\$97,203	
Job/Division Land & Development	\$0	\$19,100	
Parks & Playgrounds	\$293,934	\$306,934	\$277,934 Municipal Sustainability Initiative - operating grant; \$8,000 - AB Parks - Wadlin Lake operating grant
TOTAL REVENUE	\$8,429,537	\$36,167,145	
EXPENDITURE			
Municipal	\$4,500	\$481,952	\$4,500 - school bus
Administration	\$41,418	\$2,224,057	\$45,418 - Wages and professional fees to assist with TCA; \$10,000 for development of First Nations Protocol; \$4,000 - reduction to Equipment Leases for Xerox
Finance	\$0	\$1,500,000	
Maintenance	(\$750)	\$627,610	\$750 - reduction to Equipment Leases for Xerox
Police	(\$750)	\$2,193,857	\$750 - reduction to Equipment Leases for Xerox
Transportation	(\$500)	\$281,405	\$500 - reduction to Equipment Leases for Xerox
Public Works	\$227,500	\$7,893,286	\$20,000 - RAP program; \$7,500 - access construction requests at \$750/each; \$75,000 - staff addition; \$30,000 - addition to Structural R&M (subdivision in LC); \$95,000 - addition to Dust Control code (bring it up to the 2007 actual)
Water	\$0	\$57,765	
Waste	\$60,000	\$1,414,516	\$60,000 - legal settlement;
Family & Community Services	\$0	\$607,084	\$1,000 - maintenance of heated pad boilers
Recreation	\$78,250	\$580,719	Increase is due to REDL increase from \$21,750 to \$25,000; allocated \$75,000 for Rocky Lane Community Development (a proposal is coming)
Training & Development	(\$110,741)	\$434,105	\$113,612 - reduction in staff; \$2,871 - allocation of Building Repair and Maintenance Costs to Dept 61 (was missed during the original budget preparation)
Agriculture	\$110,000	\$903,193	\$10,000 - additional funding for MARA; \$100,000 additional for roadside mowing
Arts & Development	\$0	\$66,700	
Arts & Playgrounds	\$0	\$14,500	
Arts & Playgrounds	\$3,190	\$497,307	
Arts & Playgrounds	\$0	\$306,934	\$3,190 - typing error during the original budget input in Buildings Repair & Maintenance code
Arts & Playgrounds	\$0	\$29,050	
Arts & Playgrounds	\$0	\$155,692	
Arts & Playgrounds	\$7,149,735	\$7,149,735	
Arts & Playgrounds	\$627,268	\$627,268	
TOTAL EXPENDITURE	\$8,190,120	\$28,504,118	
Operating term debt and interest		\$1,594,380	
Surplus or Shortfall of revenues over proposed operating expenditures	\$239,417	\$6,088,647	To be used for capital projects and transfers to reserves

Mackenzie County
2008 Budget

Summary of Grants and Agreements

Summary of grant	2008 Budget	2007	2006	2005	2004	2003
Mackenzie County Library Board	155,692	149,704	145,295	133,665	122,165	82,165
Recreation Boards *	617,307	545,329	640,732	561,931	551,632	500,350
FCSS	277,619	276,414	272,800	266,828	259,908	234,078
Grants to other organizations	300,500	195,507	145,715	502,050	199,500	114,900
	1,351,118	1,166,954	1,204,542	1,464,474	1,133,205	931,493

Budget 2008	Rec Board	FCSS	Other Grants	Total
Recreation Boards - Capital	120,000			120,000
Fort Vermillion	182,295	110,945	39,000	332,239
La Crete	253,257	160,027	108,000	521,284
High Level			4,000	4,000
Rocky Lane (community development - new addition)			75,000	75,000
Zama	61,756	6,648	10,000	78,404
Library			155,692	155,692
Other (Regional)			61,000	61,000
Cemeteries			3,500	3,500
Total	\$ 617,307	\$ 277,619	\$ 456,192	\$ 1,351,118

*Includes operating grants and \$120,000 contribution to capital (to be allocated on per project basis)

Mackenzie County
2008 Budget

Municipal Sustainability Initiative

Capital funding available		2007	1,098,180
		2008 estimated	1,702,502
Total capital funding available			2,800,682
Proposed capital projects			
		Total estimated project cost	MSI funding to be applied
1	Other municipal buildings and facilities		
CPC 2.j)	La Crete office building project	2,210,000	1,105,000
Total estimated project cost (50% of costs or \$1,105,000 to be debentured)		2,210,000	1,105,000
2	Equipment & vehicles		
CPC 2.i)	FV - Plow attachment for unit 1843	6,000	6,000
	FV - One way plow for unit 2008	10,000	10,000
	FV - Trailer 50,000lb - replacement for unit 2505	26,000	26,000
	FV - Steamer Landa - replacement for unit 3301	22,000	22,000
	LC - Pup trailer for unit 2007 (Western Star tandem truck)	30,000	30,000
	LC - Replace unit 2410 - tractor with addition of flex arm and 15' mower	36,000	36,000
	LC - Two attachments for plow trucks	110,000	110,000
	Zama - Plow truck and attachment	76,000	76,000
Total estimated project cost		316,000	316,000
3	Municipal roadways - streets and roads construction and reconstruction		
CPC 2.a)	LC - 105 Ave and 98 Ave hot mix pavement	80,000	80,000
	New roads construction (various locations within the County)	208,942	208,942
	FV - reconstruction of 53rd Street (\$459,333 - AMIP funds)	689,000	229,667
	LC - North (100th Street) - two mile reconstruction	600,000	600,000
Total estimated project cost		1,577,942	1,118,609
4	Solid waste management facilities and equipment		
CPC 2.g)	Bins replacement	56,500	56,500
Total estimated project cost		56,500	56,500
5	Other municipal buildings and facilities		
CPC 2.j)	Campground improvements	104,200	104,200
	Bear Bins	7,200	7,200
Total estimated project cost		111,400	111,400
6	Environmental Energy Improvements		
CPC 2.k)	Street lighting	50,000	50,000
Total estimated project cost		50,000	50,000
Total MSI capital funding applied to the projects			2,757,509
Capital funds remaining			43,173

Mackenzie County
2008 Budget

Municipal Sustainability Initiative

		2007	2008 estimated
Operating funding available		184,568	259,059
Total capital funding available		443,627	
Proposed operating projects		Total estimated project cost MSI funding to be applied	
1	Planning activities (identified in capital in our records)		
	MDP and LUB review (offsite levy review, water & sewer management plans)	100,000	47,100 Dpt 61
	Total estimated project cost	100,000	47,100
2	Municipal services		
	Maintenance and operations of municipal parks, playgrounds and campgrounds (total 72 operating budget net of expected sales and \$8,000 Wadlin Lake operating grant)	285,934	285,934 Dpt 72
	Dust control program	495,000	110,593 Dpt 32
	Total estimated project cost	285,934	396,527
Total MSI operating funding applied to the projects		443,627	
Operating funds remaining		-	

MACKENZIE COUNTY

PROJECTS CARRIED FORWARD TO 2008

Project Description	Total Budget CF to 2008	County's Cost	Operating fund	Grants	Reserve	R-type	Debeniture	Other	Actual spent in 2007	Original Budget
Dpt 12 Administration										
Java investments - land purchase	250,000	\$250,000			250,000	ICR-Admin			0.00	250,000
Furniture & equipment	1,558	\$1,558			1,558	ICR-Admin			1,891.71	3,450
Municipal heritage program	25,259	\$12,630		12,629	12,630	ICR-Admin			34,742.76	60,002
GIS - utilities, rural addressing, transportation	100,905	\$0		100,905					3,762.50	104,668
Zama office (renovation and engineering of new)	11,335	\$11,335			11,335	ICR-Admin			38,665.00	50,000
Project costing software	60,000	\$60,000			60,000	ICR-Admin			0.00	60,000
Special project development	0		\$31,239 in unspent funds combined with 2008						18,761.20	50,000
	449,057	335,523	0	113,534	335,523	0	0	0	97,823	

Project Description	Total Budget CF to 2008	County's Cost	Operating fund	Grants	Reserve	R-type	Debenture	Other	Actual spent in 2007	Original Budget
Dpt 23 Fire Department										
Zama Fuel Break (fire break)	135,000	\$85,000		50,000	85,000	ICR-FireDep & EMSR			49,567.00	125,000
	\$135,000	\$85,000	\$0	\$50,000	\$85,000	\$0	\$0	\$0	\$49,567	
Dpt 25 Ambulance Services Department										
Two-way Communications Upgrade	150,000	\$150,000			150,000	IC-Ambulance			0.00	205,000
Ambulance Shop - FY (to be reviewed by Building Committee)	99,962	\$99,962			99,962	IC-Ambulance			38.12	100,000
	\$249,962	\$249,962	\$0	\$0	\$249,962	\$0	\$0	\$0	\$38	
Dpt 26 Enforcement Services Department										

MACKENZIE COUNTY

PROJECTS CARRIED FORWARD TO 2008

Project Description	Total Budget CF to 2008	County's Cost	Operating fund	Grants	Reserve	R-type	Debenture	Other	Actual spent in 2007	Original Budget
Dpt. 32 Transportation Department										
Street lighting	0		\$30,000 in unspent funds combined with 2008						0.00	30,000
Four Graders Replacement	800,000	\$520,000		280,000	520,000	IC V&E			0.00	800,000
La Crete Equipment & Vehicles	18,548	\$18,548			18,548	IC V&E			41,252.16	59,800
Zama Access Paving	2,166,444	\$1,079,122		1,087,322	1,079,122	ICR-Public Works			833,556.50	3,000,001
La Crete South Access Turning Lane	55,118	\$55,118			55,118	ICR-Public Works			334,881.65	390,000
La Crete 100th Street Crosswalk (traffic lights)	19,117	\$19,117			19,117	ICR-Public Works			153,683.30	172,800
La Crete 102 Street and 92 Avenue curb, gutter and sidewalk	913,231	\$622,489		290,742	622,489	ICR-Public Works			36,768.50	950,000
Zama Bears paw Crescent	710,393	\$0		710,393	0				109,606.62	820,000
Road Construction Requests 2008	0		\$48,942 in unspent funds combined with 2008			ICR-Public Works			1,050.00	49,992
La Crete 99th Street Reconstruction	1,373,540	\$836,770		536,770	836,770	Roads Reserve			1,926,460.50	3,300,001
Gravel Exploration	0		\$32,300 in unspent funds combined with 2008			ICR-Public Works			67,700.47	100,000
Road Reconstruction	0		\$57,844 in unspent funds combined with 2008			ICR-Public Works			67,155.62	125,000

MACKENZIE COUNTY

PROJECTS CARRIED FORWARD TO 2008

Project Description	Total Budget CF to 2008	County's Cost	Operating fund	Grants	Reserve	R-type	Debenture	Other	Actual spent in 2007	Original Budget
Non-Conforming Roads	50,000	\$50,000			50,000	ICR-Public Works			0.00	50,000
Ditch Clean out	20,000	\$20,000			20,000	ICR-Public Works			0.00	10,000
La Crete 109 Avenue from 100 to 101 Street Storm Sewer Mains	98,325	\$24,581		73,744	24,581	ICR-Public Works			1,675.00	100,000
Fort Vermilion 44 Avenue Hot Mix	165,000	\$165,000			165,000	ICR-Public Works			55,000.00	220,000
Fort Vermilion 45th Street from River Road to 46 Ave including Mackenzie Housing storm water	2,714,347	\$1,884,759		829,588	1,884,759	\$1M-CCR, \$884,759 - ICR PWR			75,652.89	2,790,000
Shoulders Pulls	0			\$106,145 in unspent funds combined with 2008					93,855.00	200,000
LC 101 Avenue Accesses from 102 - 107 Street	12,534	\$0		12,534					22,465.69	35,000
Blumenort Road/Intersection Project	657,980	\$357,980		300,000	357,980	ICR-Public Works			162,029.78	720,010
	\$9,774,577	\$5,653,484	\$0	\$4,121,093	\$5,653,484	\$0	\$0	\$0	\$3,982,794	
Dpt 33 Airport										
Airports Planning	100,000	\$100,000			100,000	ic			0.00	100,000
REDI	87,799	\$0		87,799					11,233.47	99,032
	\$187,799	\$100,000	\$0	\$87,799	\$100,000	\$0	\$0	\$0	\$11,233	

MACKENZIE COUNTY

PROJECTS CARRIED FORWARD TO 2008

Project Description	Total Budget CF to 2008	County's Cost	Operating fund	Grants	Reserve	R-type	Debenture	Other	Actual spent in 2007	Original Budget
Dpt 41 Water Treatment & Distribution Department										
Remote Meter Reader	4,765	\$4,765			4,765	ICR-Water/Upgrd			7,735.00	12,500
Regional SCADA (was \$582,000 in 2006)	707,831	\$0		707,831					29,168.62	737,000
Zama Water Treatment System	9,626,514	\$2,406,628		7,219,886	(\$791,304)	GCR	3,197,932		3,165,214.68	12,791,729
La Crete Water Treatment System	79,714	\$0		79,714					92,569.18	172,283
FV WTP & Lift Station-Structures Upgrade	600,000	\$600,000			600,000	ICR-Water/Upgrd			0.00	600,000
Buffalo Head Water point Upgrade phase 2	14,971	\$14,971			14,971	ICR-Water/Upgrd			12,529.00	27,500
Fort Vermilion Water line - 50 Street & 43 Avenue - Review and Planning	68,211	\$68,211			68,211	ICR-Water/Upgrd			0.00	68,211
	\$11,102,006	\$3,094,575	\$0	\$8,007,431	(\$103,357)	\$0	\$3,197,932	\$0	\$3,307,216	
Dpt 42 Sewer Disposal Department										
Zama Wastewater Upgrade - Phase II	7,010,486	\$1,884,229		5,126,257	(59,016)	GCR	1,943,245		762,496.43	7,772,982
FV Main Lift Station Upgrade	342,621	\$342,621			342,621	ICR-Sewer			11,160.77	353,782
La Crete Lagoon Study	22,225	\$22,225			22,225	ICR-Sewer			0.00	22,225
Zama Wastewater System Repair	77,276	\$0		77,276					7,723.75	85,000
	\$7,452,608	\$2,249,075	\$0	\$5,203,533	\$305,830	\$0	\$1,943,245	\$0	\$781,381	

Project Description	Total Budget CF to 2008	County's Cost	Operating fund	Grants	Reserve	R-type	Debenture	Other	Actual spent in 2007	Original Budget
Dpt 43 Solid Waste Department										
Tire Bunkers	20,000	\$0		20,000					0.00	20,000
	\$20,000	\$0	\$0	\$20,000	\$0	\$0	\$0	\$0	\$0	
Dpt 61 Planning & Development Department										
Country Residential Study	20,700	\$20,700			20,700	ICR-Admin			0.00	20,700
IDP Plan - High Level area	0	\$0			-	ICR-Admin			0.00	0
Municipal Development Plan Update	0		\$19,000 in unspent funds combined with 2008						25,400.00	25,400
Zama Subdivision Development	0		\$43,885 in unspent funds combined with 2008						6,115.00	6,115
LiDAR Imaging	100,000	\$100,000			100,000	ICR-Admin			0.00	100,000
	\$120,700	\$120,700	\$0	\$0	120,700	\$0	\$0	\$0	\$31,515	

MACKENZIE COUNTY

PROJECTS CARRIED FORWARD TO 2008

Project Description	Total Budget CF to 2008	County's Cost	Operating fund	Grants	Reserve	R-type	Debenture	Other	Actual spent in 2007	Original Budget
Dpt 63 Agriculture Services Department										
Rosenburger Drainage Lines 3 & 7	27,439	\$0		27,439					0.00	27,439
Fort Vermilion South Drainage Phase 2 (West of Hwy88)	127,683	\$127,683			127,683	DR			12,316.66	140,000
Blue Hills Drainage Study	10,105	\$10,105			10,105	DR			9,894.80	20,000
Fort Vermilion South Drainage (East of Hwy88)	131,167	\$131,167			131,167	DR			10,711.50	141,878
Hugh Flett Drainage (88, culvert)	40,000	\$40,000			40,000	DR			0.00	40,000
Zama Surface Water Drainage	11,625	\$11,625			11,625	DR			3,750.00	15,375
High Level Drainage Project	44,630	\$44,630			44,630	DR			5,369.84	50,000
Blue Hills Drainage	159,203	\$159,203			159,203	DR			13,541.55	172,745
	\$551,853	\$524,414	\$0	\$27,439	\$524,414	\$0	\$0	\$0	\$55,584	

MACKENZIE COUNTY

PROJECTS CARRIED FORWARD TO 2008

Project Description	Total Budget CF to 2008	County's Cost	Operating fund	Grants	Reserve	R-type	Debenture	Other	Actual spent in 2007	Original Budget
Dpt 72 Parks & Playgrounds Department										
Shelter areas	17,755	\$17,755			17,755	Rec&Parks R			27,244.96	45,000
Parks improvements	18,453	\$18,453			18,453	Rec&Parks R			31,546.83	50,000
Washrooms at FV park	38,267	\$38,267			38,267	Rec&Parks R			0.00	38,267
Zarna beautification program	20,884	\$20,884			20,884	Rec&Parks R			28,617.85	49,502
	\$95,359	\$95,359	\$0	\$0	\$95,359	\$0	\$0	\$0	\$87,410	\$182,769
TOTAL PROJECTS CARRIED FORWARD TO 2008	\$30,138,922	\$12,508,093	\$0	\$17,630,829	\$7,366,916	\$0	\$5,141,177	\$0	\$8,404,562	\$182,769

HACKENZIE COUNTY 2008 NEW PROPOSED PROJECTS

Project Description	Total Project Cost	County's Cost 2008	Grant 2008	AMIP grant 2008	MSI grant 2008	Other	How will the cost to the County be financed?			
							Operating	Reserve	R-type	Debtenture
Dpt 12 Administration Department										
Internet Security server	\$13,804	\$102	\$13,702				\$102			
La Crete office building	\$2,210,000	\$1,105,000			\$1,105,000					\$1,105,000
Zama multi-use facility	\$7,000,000	\$1,500,000	\$5,000,000			\$500,000				\$1,500,000
La Crete office: Xerox replacement (currently leased)	\$36,000	\$36,000					\$36,000			
For FV Hospital - Ford 9 passenger handivan	\$80,000	\$40,000	\$40,000				\$40,000			
Tables and chairs for Council chamber	\$25,000	\$25,000					\$25,000			
PC hardware, software, licenses	\$23,000	\$23,000					\$23,000			
Replacement PCs for staff	\$26,500	\$26,500					\$26,500			
Equipment & communications connection LC office	\$0	\$0								
Municipal Heritage Program - Stage 2 - Inventory	\$60,000	\$60,000	\$60,000				\$60,000			
Total for Dpt 12	\$9,474,304	\$2,785,602	\$5,083,702	\$0	\$1,105,000	\$500,000	\$180,602	\$0	\$0	\$2,605,000

MACKENZIE COUNTY 2008 NEW PROPOSED PROJECTS

Project Description	Total Project Cost	County's Cost 2008	Grant 2008	AMIP grant 2008	MSI grant 2008	Other	How will the cost to the County be financed?			
							Operating	Reserve	R-type	Debernture
Dpt 23 Fire Department										
Zama Fire Rescue: Hall repairs	\$34,500	\$34,500						\$34,500	EMS	
Fort Vermilion Fire Rescue: Additional SCBA tanks	\$3,992	\$3,992					\$3,992			
Total for Dpt 23	\$38,492	\$38,492	\$0	\$0	\$0	\$0	\$3,992	\$34,500	\$0	\$0
Dpt 25 Ambulance Services Department										
La Crete: Modular ambulance unit	\$134,375	\$0		\$134,375						
High Level: Automatic Transport Ventilators	\$6,440	\$6,440						\$6,440	EMS	
High Level: Fluid / medication infusion pumps	\$7,300	\$7,300						\$7,300	EMS	
Total for Dpt 25	\$148,115	\$13,740	\$0	\$134,375	\$0	\$0	\$0	\$13,740	\$0	\$0
Dpt 26 Enforcement Services Department										

MACKENZIE COUNTY 2008 NEW PROPOSED PROJECTS

Project Description	Total Project Cost	County's Cost 2008	Grant 2008	AMIP grant 2008	MSI grant 2008	Other	How will the cost to the County be financed?			
							Operating	Reserve	R-type	Debtenture
Dpt 32 Transportation Department										
Fort Vermilion: 50th Street, overlay	\$110,000	\$30,000		\$80,000					\$30,000	RR
Fort Vermilion: major shop tools (plasma cutter, welder etc.)	\$12,500	\$12,500							\$12,500	V&ER
Street lighting for dark spots in hamlets	\$80,000	\$30,000			\$50,000				\$30,000	RR
3 Solar LED crosswalk beacons: for hamlets - 2 in LC and 1 in FV	\$12,000	\$12,000					\$12,000			
Fort Vermilion: 47th & 49th Ave (500m), drainage, pavement, etc.	\$500,000	\$0		\$500,000						
Fort Vermilion: equipment & vehicles	\$99,000	\$35,000			\$64,000				\$35,000	V&ER
La Crete: 105 Ave and 98 Ave hot mix	\$80,000	\$0			\$80,000				\$0	RR
La Crete: 2 attachments for the plowtrucks	\$110,000	\$0			\$110,000					
La Crete: 98th Avenue pavement, curb, sewer etc.	\$500,000	\$0		\$500,000						
La Crete: Equipment & vehicles	\$101,000	\$35,000			\$66,000				\$35,000	V&ER
La Crete: major shop tools (incl. hydraulic press)	\$12,500	\$12,500							\$12,500	V&ER
Roads construction (Farm Access)	\$208,942	\$0			\$208,942				\$0	RR
Resource Road Project (Hwy 68 Connector or Zama Access Road)	\$3,000,000	\$1,500,000	\$1,500,000						\$1,500,000	RR
Zama: plowtruck and attachment	\$76,000	\$0			\$76,000					
Zama: Tow behind mower for ditches	\$6,000	\$6,000							\$6,000	V&ER
Fort Vermilion: reconstruction of 53rd street	\$669,000	\$0		\$459,333	\$229,667				\$0	RR

MACKENZIE COUNTY 2008 NEW PROPOSED PROJECTS

Project Description	Total Project Cost	County's Cost 2008	Grant 2008	AMIP grant 2008	MSI grant 2008	Other	How will the cost to the County be financed?			
							Operating	Reserve	R-type	Debtenture
Zama: Aspen Drive Improvement (Tower Road to the school) CAMRIF	\$1,276,800	\$725,600	\$551,200					\$725,600	RR	
One Truck Scale (gravel projects)	\$50,000	\$50,000	\$0				\$50,000			
Fort Vermilion: general, drainage and culverts including River Road	\$350,000	\$270,000	\$80,000					\$270,000	RR	
Fort Vermilion: shop upgrades (roof repair & wall & cold storage)	\$26,800	\$0		\$26,800						
Fort Vermilion and La Crete - paving of small sections in town	\$237,500	\$59,375	\$178,125					\$59,375	RR	
La Crete: repair storm sewers along 100th Street	\$50,000	\$0		\$50,000						
La Crete: shop construction (relocate shop)	\$10,000	\$10,000					\$10,000			
Road reconstruction	\$735,943	\$735,943						\$735,943	RR	
Specials: Apache Road	\$50,000	\$50,000					\$50,000			
Specials: Assumption	\$20,000	\$20,000					\$20,000			
Specials: Highway 88	\$30,000	\$30,000					\$30,000			
Specials: Husky Road	\$1,125,000	\$375,000				\$750,000	\$375,000			
Fort Vermilion: small equipment for shop	\$7,500	\$7,500						\$7,500	V&ER	
Gravel Exploration	\$62,300	\$62,300					\$30,000	\$32,300	RR	
La Crete: minor small equipment for shop	\$7,500	\$7,500						\$7,500	V&ER	
LC: reconstruction of 102th Avenue (104th to East of 102nd Street) and 102nd Street (100th to 101st Avenue) for storm, sewer, curb, gutter and pavement CAMRIF	\$0	\$0								
HWY 697 Drainage (Buffalo Head)	\$100,000	\$50,000	\$50,000					\$50,000	RR	
Road Construction - SE 12 104 16 W5	\$50,000	\$50,000						\$50,000	RR	
a Crete North (100th Street) - 2 miles road reconstruction	\$600,000	\$0			\$600,000					
Helipport Road - 2 miles road reconstruction	\$330,000	\$330,000						\$330,000	RR	

Project Description	Total Project Cost	County's Cost 2008	Grant 2008	AMIP grant 2008	MSI grant 2008	Other	How will the cost to the County be financed?			
							Operating	Reserve	R-type	Debtenture
Golf Course Road (NE La Crete) - 1 km	\$80,000	\$80,000						\$80,000	RR	
Rocky Lane West & North - 2 miles road reconstruction	\$200,000	\$200,000						\$200,000		
Total for Dpt 32	\$10,986,285	\$4,786,218	\$2,359,325	\$1,616,133	\$1,484,609	\$750,000	\$577,000	\$4,209,218	\$0	\$0

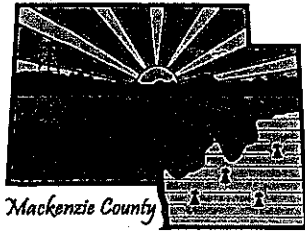
MACKENZIE COUNTY 2008 NEW PROPOSED PROJECTS

Project Description	Total Project Cost	County's Cost 2008	Grant 2008	AMIP grant 2008	MSI grant 2008	Other	How will the cost to the County be financed?			
							Operating	Reserve	R-type	Debtenture
Dpt 33 Airport Department										
Airport vicinity protection area (AVPA)	\$20,000	\$20,000					\$20,000			
Total for Dpt 33	\$20,000	\$20,000	\$0	\$0	\$0	\$0	\$20,000	\$0	\$0	\$0
Dpt 41 Water Treatment & Distribution Department										
One truck: 3/4 ton quad cab (Zama)	\$37,000	\$37,000						\$37,000	V&ER	
2 Year hydrant & valve repair program: year 2	\$293,000	\$0	\$293,000							
Rural Water Review	\$50,000	\$50,000					\$50,000			
Fort Vermillion: Water Line Extensions (along River Road and on 50th Street)	\$500,000	\$500,000						\$500,000	GCR	
Total for Dpt 41	\$880,000	\$587,000	\$293,000	\$0	\$0	\$0	\$50,000	\$637,000	\$0	\$0
Dpt 42 Sewer Disposal Department										
Sewer lift station for northeast part of La Crete	\$600,000	\$600,000								\$600,000
Total for Dpt 42	\$600,000	\$600,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$600,000
Dpt 43 Solid Waste Disposal										
Bin replacement	\$56,500	\$0			\$56,500					
Waste transfer station upgrades	\$42,000	\$42,000					\$42,000			
Total for Dpt 43	\$98,500	\$42,000	\$0	\$0	\$56,500	\$0	\$42,000	\$42,000	\$0	\$0

MACKENZIE COUNTY 2008 NEW PROPOSED PROJECTS

Project Description	Total Project Cost	County's Cost 2008	Grant 2008	AMIF grant 2008	MSI grant 2008	Other	How will the cost to the County be financed?			Debtenture
							Operating	Reserve	R-type	
Dpt 61 Planning & Development Department										
Subdivision in Zama	\$73,885	\$73,885					\$30,000	43,885	ICR-Admin	
Waterfront cottage development (Wadlin/Machesis)	\$10,000	\$10,000					\$10,000			
Municipal Development Plan and Land Use Bylaw Update	\$119,000	\$66,100	\$52,900				\$47,100	\$19,000	ICR-Admin	
Total for Dpt 61	\$202,885	\$149,985	\$52,900	\$0	\$0	\$0	\$87,100	\$62,885	\$0	\$0
Dpt 63 Agricultural Services Department										
Dpt 72 Parks & Playgrounds Department										
Campgrounds improvements	\$104,200	\$0			\$104,200					
Machesis and Wadlin: washrooms, bark benches and tables	\$26,676	\$0	\$26,676							
Bear bins	\$7,200	\$0			\$7,200					
Total for Dpt 72	\$138,076	\$0	\$26,676	\$0	\$111,400	\$0	\$0	\$0	\$0	\$0

TOTAL 2008 Capital Projects	\$22,696,657	\$9,023,037	\$7,815,603	\$1,750,508	\$2,757,509	\$1,250,000	\$950,694	\$4,857,343	\$0	\$3,205,000
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MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 6, 2008
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	Bylaw 676/08 – 2008 Tax Rate Bylaw

BACKGROUND / PROPOSAL:

According to the MGA, Division 2, each council must set the tax rates and pass a property tax bylaw annually subsequent to the budget approval for that year.

OPTIONS & BENEFITS:

The Bylaw includes rates for requisitions from Alberta School Foundation Fund (school) and Mackenzie Housing Management Board (senior's lodge). The 2008 and 2007 requisitions before any adjustments were as follows:

	2008	2007	\$ increase	% increase
School	\$7,141,158	\$7,008,894	\$132,264	1.89%
Senior's lodge	\$627,268	\$612,105	\$15,164	2.48%

Alberta Learning – School requisitions

- 2007 over/under collection is included in the school total. The amounts for school requisition purposes are as follows:

School requisition (base amount)	\$7,141,158
2007 Over collections	(\$69,984)
Total 2008 School	\$7,071,174

We have a small increase in the 2008 requisitions. Because of the assessment growth, ratepayers will see a decrease in the school rate by 6.6% for residential and 4.2% for non-residential.

Author: *Joulia Whittleton* Review Date: *April 30/08* CAO *[Signature]*

Senior's Lodge

2. We have a small increase in the 2008 Seniors requisitions.

Senior's lodge (base amount)	\$627,268
2007 Over/under collections	<u>\$1,156</u>
Total 2008 Senior's lodge	\$628,424

Please note that the Senior's lodge requisition is based on the Mackenzie Housing Management Board's proposed 2008 budget.

Municipal, School & Senior's Lodge combined rates comparison

3. The combined rate has decreased by 2% for residential and farmland and by 1.2% for non-residential. Review property tax rates:

2008

	Municipal	School	Seniors	Total
Residential	6.885	3.207	.275	10.367
Farmland	6.885	3.207	.275	10.367
Non-residential	11.025	4.401	.275	15.701

2007

	Municipal	School	Seniors	Total
Residential	6.885	3.418	.277	10.579
Farmland	6.885	3.418	.277	10.579
Non-residential	11.025	4.585	.277	16.752

The Municipality experienced 3.9% increase in assessment. The Municipality will be able to collect sufficient revenue to cover its estimated 2008 operating expenditures (including transfers to reserves and capital fund for capital projects) with no changes in the municipal rate.

<i>Budgets</i>	2008 budget	2007 actual	\$ change	% change
Expenditures	\$35,920,086	\$35,237,601	\$682,485	.0194%

4. The 2008 Tax Rate Bylaw includes \$200 minimum for the Hamlet Vacant Residential land and \$400 minimum for the Hamlet Vacant Non-Residential land.

Author: *[Signature]* Review Date: *April 3/08* CAO _____

COSTS & SOURCE OF FUNDING:

2008 Operating Budget

RECOMMENDED ACTION:

Motion 1: (requires 2/3)

That first reading be given to Bylaw 676/08 being a tax rate bylaw for the Mackenzie County.

Motion 2: (requires 2/3)

That second reading be given to Bylaw 676/08 being a tax rate bylaw for the Mackenzie County.

Motion 3: (requires unanimous)

That consideration be given go to third reading of Bylaw 676/08 being a tax rate bylaw for the Mackenzie County.

Motion 4: (requires 2/3)

That third reading be given to Bylaw 676/08 being a tax rate bylaw for the Mackenzie County.

Author: *Whitton* Review Date: *April 30/08* CAO _____

10. d)

BYLAW NO. 676/08

**BEING A BYLAW OF THE MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA TO AUTHORIZE THE RATES OF
TAXATION TO BE LEVIED AGAINST ASSESSABLE PROPERTY
WITHIN THE MACKENZIE COUNTY FOR THE 2008 TAXATION YEAR**

WHEREAS, the Mackenzie County in the province of Alberta, has prepared and adopted detailed estimates of the municipal revenue and expenditures as required, at the Council meeting held on May 6, 2008; and

WHEREAS, the estimated municipal expenditures for capital and operating and transfers including requisitions set out in the budget for Mackenzie County for 2008 total **\$36,187,145**; and

WHEREAS, the estimated municipal revenues and transfers from all sources other than taxation is estimated at **\$4,938,993** and the balance of **\$31,248,152** is to be raised by general municipal taxation; and

WHEREAS, the requisitions are:

Alberta School Foundation Fund Requisition:

	Base	Over/Under Levy	Total
Residential and Farmland	1,210,623	19,482	1,230,105
Non-Residential	5,927,163	-89,498	5,837,665
Total	\$7,137,786	\$-70,016	\$7,067,770

Opted Out School Board:

	Base	Over/Under Levy	Total
Residential and Farmland	2,641	43	2,683
Non-Residential	731	-11	720
Total	\$3,372	\$32	\$3,403

Total School Requisitions	\$7,141,158	\$-69,984	\$7,071,173
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Lodge Requisition:

	Base	Over/Under Levy	Total
Total Lodge Requisitions	\$627,268	\$1,156	\$628,424

WHEREAS, the Council of the Mackenzie County is required each year to levy on the assessed value of all property, tax rates sufficient to meet the estimated expenditures and the requisitions; and

WHEREAS, the Council is authorized to classify assessed property, and to establish different rates of taxation in respect to each class of property, subject to the Municipal Government Act (MGA), Revised Statutes of Alberta, 2000, Chapter M-26; and

WHEREAS, the assessed value of all property in the Mackenzie County for school requisition and municipal purposes as shown on the assessment roll is:

Assessment:

Residential	\$353,164,770
Farmland	36,260,590
Non-Residential	1,892,731,200
Total	\$2,282,156,560

NOW THEREFORE, under the authority of the Municipal Government Act, the Council of the Mackenzie County in the Province of Alberta, enacts as follows:

1. That the Chief Administrative Officer is hereby authorized and directed to levy the following rates of taxation of the assessed value of all property as shown on the assessment roll of the Mackenzie County:

General Municipal	Tax Levy	Assessment	Tax Rate
Residential	\$2,431,538	\$353,164,770	0.006885
Farmland	249,654	36,260,590	0.006885
Non-Residential	20,867,363	1,892,731,200	0.011025
Total	\$23,548,555	\$2,282,156,560	

Notwithstanding the foregoing, the minimum tax for:

Vacant Hamlet Residential shall be **\$200** (two hundred dollars)
 Vacant Hamlet Non-residential shall be **\$400** (four hundred dollars)

	Tax Levy	Taxable Assessment	Tax Rate
Alberta School Foundation Fund:			
Residential and Farmland	1,230,105	383,614,620	0.003207
Non-Residential	5,837,665	1,326,417,680	0.004401
Opted Out School:			
Residential and Farmland	2,683	836,740	0.003207
Non-Residential	720	163,600	0.004401
Exempt:			
Machinery & Equipment 100%	0	496,825,290	0.000000
Seniors Self Contain 100%	0	4,974,000	0.000000
Electric Power Generation 100%	0	69,324,630	0.000000
Total	\$7,071,173	\$2,282,156,560	
Lodge Requisition:	\$628,424	\$2,282,156,560	0.000275

2. That this bylaw shall take effect on the date of the third and final reading.

READ a first time this day of May, 2008.

READ a second time this day of May, 2008.

READ a third time and finally passed this day of May, 2008.

REEVE

EXECUTIVE ASSISTANT

BYLAW NO. 676/08

**BEING A BYLAW OF THE MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA TO AUTHORIZE THE RATES OF
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WITHIN THE MACKENZIE COUNTY FOR THE 2008 TAXATION YEAR**

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Seniors Self Contain 100%	0	4,974,000	0.000000
Electric Power Generation 100%	0	69,324,630	0.000000
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Lodge Requisition:	\$628,424	\$2,282,156,560	0.000275

2. That this bylaw shall take effect on the date of the third and final reading.

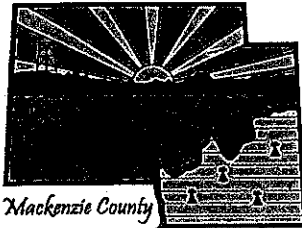
READ a first time this day of May, 2008.

READ a second time this day of May, 2008.

READ a third time and finally passed this day of May, 2008.

REEVE

EXECUTIVE ASSISTANT



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 6, 2008
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	Audit Contract and FIN003 Policy - Auditors

BACKGROUND / PROPOSAL:

Each Council must appoint an auditor for their municipality. Administration brought forward a request for decision with respect to the audit contract.

The following motions were passed:

In 2006:

That the Municipal District of Mackenzie enter into a two year contract with Ernst & Young to provide the general audit services for the fiscal years 2006 and 2007.

In 2008:

That Administration solicits proposals for the provision of audit services for a three-year period and, in conjunction with the Finance Committee, bring a recommendation to Council for approval.

OPTIONS & BENEFITS:

When the proposals were solicited in 2006, the auditing firms were asked to provide quotes for a three-year term. However, because we were not in compliance with our own policy (timing differences), Council decided to award a two-year contract to Ernst & Young. Due to the fact that an engagement letter is usually signed with an auditing firm on annual basis, we had a break in communication between the auditing firm and administration with respect to the term of the contract. Ernst & Young were under the impression that our municipal council awarded a three-year term contract. Their quoted prices were as follows:

	Audit Cost	Out of packet	Total
Ernst & Young LLP	Year 1 - \$42,900	11.5% of audit costs	Year 1 - \$47,834
	Year 2 - \$44,850		Year 2 - \$50,008
	Year 3 - \$48,750		Year 3 - \$54,356

Please see our policy attached with recommended changes. Administration and the Finance Committee recommend that Council amend the policy as presented, award the audit services contract to Ernst & Young for the year 2008 and solicit new proposals next year for a three-year term.

Author: *Joulia Whittleton*

Review Date: *April 30/08*

CAO *[Signature]*

COSTS & SOURCE OF FUNDING:

Annual operating budget

RECOMMENDED ACTION:

That FIN003 – Auditors policy be amended as presented, the general auditing services contract be awarded to Ernst & Young for the fiscal year 2008 and new audit proposals be solicited next year for a three-year term.

Author: *Whittaker* Review Date: *April 30/08* CAO _____

Municipal District of Mackenzie No. 23 Mackenzie County

Title	AUDITORS	Policy No:	FIN003
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Legislation Reference	Municipal Government Act, Section 280
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Purpose

To establish the terms for appointment of auditors for the municipality.

Policy Statement and Guidelines

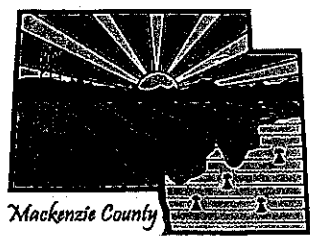
Council shall appoint an auditor for a three year term by June 1st of the **second** year following each general election.

The Chief Administrative Officer or designate shall, at the request of Council, solicit proposals for the provision of audit services prior to the selection.

	Date	Resolution Number
Approved	Oct 14/98	98-312
Amended		
Amended		

"J. Maine" (Signed)
Chief Administrative Officer

"B. Bateman" (Signed)
Chief Elected Official



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 6, 2008
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	FIN026 Investment Policy

BACKGROUND / PROPOSAL:

The Finance Committee at their meetings reviewed the draft new investment policy FIN026. It was decided to ask our auditor and banks for their opinion of the document.

Some banks did not reply. Several opinions were received though. These were positive:

Ernst & Young (our auditor), Lynn Tran, CA	"I have reviewed the policy and have no comments to make. The policy is reasonable based on our understanding of the County's business and operation."
CIBC, Mike Anderson	"Policy looks good (...) No changes needed."
Canadian Western Bank, Maria Royer	"(...) the attached document looks straightforward (...)"
ATB, Cory Boddy	"Overall, the policy is excellent. In my opinion you have taken the best guidelines from the other municipalities that I am familiar with and applied them to meet your unique circumstances."

OPTIONS & BENEFITS:

The new policy provides a framework for and guidance in managing the investment portfolio and provides an accountability structure for the management of investments.

COSTS & SOURCE OF FUNDING:

NA

RECOMMENDED ACTION:

That FIN026 Investment Policy be approved as presented and FIN007 Investment of Surplus Fund policy be rescinded.

Author: Peter Pynacker Review Date: April 30/08 CAO: [Signature]

-103-

Mackenzie County

Title: Investment Policy **Policy No:** FIN026

Legislation Reference: Municipal Government Act, Section 250

Purpose

- To provide a framework for and guidance in managing the investment portfolio.
- To provide an accountability structure for the management of investments.

1. Scope

- 1.1 This investment policy applies to all funds of Mackenzie County on deposit or invested in investment securities.
- 1.2 The funds include:
 - a. Operating Funds
 - b. Reserve Funds
 - c. Any new fund created by Mackenzie County, unless specifically exempted.

2. Prudence

- 2.1 Investments are to be made with the same good judgment and care - under circumstances then prevailing - that persons of prudence, discretion and intelligence would exercise in the management of their own affairs, considering the probable safety of their capital as well as the probable income to be derived.
- 2.2 The standard of prudence to be used by investment officials shall be the "prudent person" standard and shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with written procedures and investment policy, and exercising due diligence, shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

3. Investment Objectives

The primary objectives, in order of priority, of Mackenzie County's investment activities, shall be:

3.1 Safety

Investments for Mackenzie County shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio.

3.2 Liquidity

Mackenzie County's investment portfolio will remain sufficiently liquid to enable Mackenzie County to meet all operating and capital requirements, which might be reasonably anticipated.

3.3 Return on Investment

Mackenzie County's investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account Mackenzie County's investment risk constraints and the cash flow characteristics of the portfolio.

4. Authority

4.1 Authority to manage Mackenzie County's investment program is derived from the following:

- a. Section 250 of the Alberta Municipal Government Act
- b. Mackenzie County's Council resolutions

4.2 Management responsibility for the investment program is hereby delegated to the Director of Corporate Services, who shall establish procedures for the operation of the investment program consistent with this investment policy.

4.3 No person shall engage in an investment transaction except as provided for under the terms of this policy and the procedures established by the Director of Corporate Services. The external Investment Manager (if any) is required to act in the best interest of Mackenzie County at all times.

4.4 The Director of Corporate Services shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials.

5. Ethics and Conflict of Interest

Officers and employees of Mackenzie County, who are involved with investment decisions, and the Chief Administrative Officer:

5.1 shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions;

5.2 shall disclose to Mackenzie County Council, through the CAO, any material financial interests in financial institutions that conduct business within Mackenzie County, and they shall further disclose any material personal/business financial/investment positions that could be related to the performance of Mackenzie County's portfolio;

6. Investments

6.1 Investments shall be restricted to those outlined in Schedule 1 of this policy. No investment in instruments other than those indicated as acceptable in this policy shall be executed unless specifically approved by the Council of Mackenzie County.

6.2 The types of investments are further limited to those authorized under section 250 of the Alberta Municipal Government Act.

7. Custody and Segregation

Investments shall be held either directly in the name of Mackenzie County or held in bulk segregation in accounts in the name of Mackenzie County.

8. Diversification

Mackenzie County shall diversify its investments by security issuer and by security type. Maximum percentages of the investment portfolio that may be invested with any single issuer or within any investment type are outlined in Schedule 1.

9. Investment Terms

- 9.1 To the extent possible, Mackenzie County will conduct its investment activities in a manner that best provides appropriate cash to fund its anticipated operating and capital expenditure requirements.
- 9.2 Reserve funds with no specific cash flow requirements, or with cash flow requirements of five or more years, may be invested in securities with maturity dates up five years from the investment date.

10. Investment Manager

- 10.1 Mackenzie County Council may retain the services of an external Investment Manager to provide advice and/or investment management services with respect to the County's investment portfolio.
- 10.2 The Director of Corporate Services shall, through the CAO, provide a detailed proposal to Council and obtain Council's approval before engaging an external Investment Manager.
- 10.3 Any agreement with an external investment manager is to be reviewed by Council every three years to confirm that expected results have been achieved.

11. Internal Control

A review of compliance with the investment policies shall be done annually, and the results will be reported to Council via the CAO and the Finance Committee.

12. Performance Evaluation

- 12.1 Given that the primary funds available for investment are a mix of capital reserves and intra year operating cash surpluses/deficits, and that preservation of capital and liquidity have higher priorities than return on investment, no predetermined performance targets are set in this policy. When longer term, more stable levels of surplus funds become available, then suitable performance targets for those funds may be determined at that time

13. Reporting

The Director of Corporate Services will provide regular reports to the CAO. The CAO will report semi-annually to Council, noting investments on hand, activity during period, and income or losses on investments.

14. Investment Policy Adoption

- 14.1 Mackenzie County's investment policy, original and as amended, shall become effective when adopted by Council.
- 14.2 The investment policy will be reviewed annually by the Director of Corporate Services and any proposed modifications shall be presented to the CAO and the Finance Committee, for submission to Council. Each annual review must take place within eighteen of the previous annual review and no later than the 30th of June in each year.

SCHEDULE 1

Security (Securities denominated in Canadian Dollars ONLY)	Maximum % per Institution*	Maximum % per Investment Type*
Government: Securities issued or guaranteed by: The Government of Canada Alberta Government Other Provincial Governments within Canada Municipal Governments within Canada	100% 100% 10% 5%	100% 100% 20% 5%
Banks: Securities issued or guaranteed by: Major Banks - Includes ONLY the following banks Bank of Montreal, Royal Bank, TD Bank, CIBC, Scotiabank Other Banks	100% 5%	100% 5%
Alberta Treasury Branches: (Securities issued or guaranteed by)	100%	100%
Credit Unions: Securities issued or guaranteed by: Alberta Credit Unions Other Credit Unions	100% 5%	100% 5%
Trust Companies: (Securities issued or guaranteed by)	5%	5%
School Divisions, School Districts, Hospital District, Health Region, Regional Service Commissions	0%	0%
Pooled funds in accordance with section 250(2)(e) of the Municipal Government Act	5%	5%
Corporations: Shares	0%	0%

* The percentage requirement must be met when the investment is made.

Municipal District of Mackenzie No. 23

Title	INVESTMENT OF SURPLUS FUNDS	Policy No:	FIN007
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Legislation Reference	Municipal Government Act, Section 250
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Purpose

To provide for the investment of surplus funds.

Policy Statement and Guidelines

“Surplus funds” means funds in excess of those needed to pay the anticipated expenditures of the municipality during the term of the investment.

Subject to this policy, the Chief Administrative Officer or designate shall invest surplus funds of the municipality in a prudent and beneficial manner that maximizes the return earned while protecting the assets of the municipality.

The Chief Administrative Officer or designate may make such investments in any of the securities authorized by Section 250 2(a) to (d), Municipal Government Act.

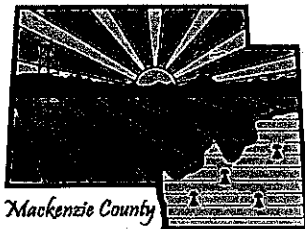
The Chief Administrative Officer or designate shall not make an investment referred to in Section 250 2(e), Municipal Government Act, nor apply for Ministerial approval to make such an investment without the approval of Council.

	Date	Resolution Number
Approved	Oct 14/98	98-312
Amended		
Amended		

Current Policy

Chief Administrative Officer

Chief Elected Official



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting: Regular Council Meeting
Meeting Date: May 6, 2008
Presented By: William (Bill) Kostiw, Chief Administrative Officer
Title: AUPE Negotiations

BACKGROUND / PROPOSAL:

AUPE contract expires December 31, 2008.

OPTIONS & BENEFITS:

The Finance Committee is responsible for the AUPE negotiations according to its terms of reference.

AUPE members have been appointed to the new negotiation committee.

Proper preparations for the negotiation process will prevent us from the potential pit falls in the process and the overall desirable outcome.

The Finance Committee discussed the AUPE negotiation process at their last meeting and passed the following motion:

That a recommendation be taken to Council to engage a professional consultant in assisting with the negotiations process.

The following is the list of professionals specializing in a negotiation processes and could assist the County:

Miller Thompson LLP, Roberto Noce, Q.C.
Newman Thompson Barristers/Solicitors, Raylene Y. Palichuk
Activation Analysis Group Inc., John Szumlas.

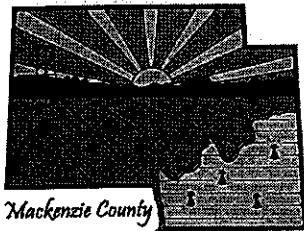
COSTS & SOURCE OF FUNDING:

Operating budget

RECOMMENDED ACTION:

That the following firm be engaged in assisting with the 2008 AUPE negotiations:

Author: Julia Whittleton, DCS Review Date: _____ CAO _____



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 6, 2008
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Request from Fort Vermilion Parent Link Centre

BACKGROUND / PROPOSAL:

See attached request for a donation in the amount of \$500 towards the purchase of food for the Baby Conference to be held in Fort Vermilion on June 6, 2008.

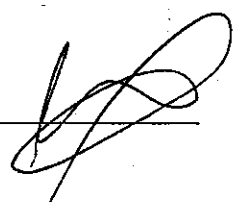
OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

For discussion.

PLS board request

Author: C. Gabriel Review By: _____ CAO 



High Level Parent Link Centre
P.O. Box 3147
High Level, Alberta T0H 1Z0
Phone: (780) 926-4668
Fax: (780) 926-4602

parentLINKcentre

April 25, 2008

Mackenzie County Council
Box 640
Fort Vermilion, AB
T0H 1N0

Dear Mackenzie Council Members,

RE: Food Donation for a Baby Conference to be held in Fort Vermilion.

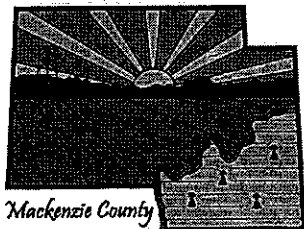
The Fort Vermilion Parent Link Centre and Toy Lending Library, in partnership with the High Level Friendship Centre and Maternal Child Health are currently coordinating a Baby Conference to be held in Fort Vermilion on June 6th, 2008. Our goal for this conference is to provide valuable information to parents on the development growth of their babies and to also introduce the many resources that are available to them in Fort Vermilion.

As you are know, one of the most costly areas in hosting any conference is food. To ensure that we can offer the parents a healthy meal and snacks during the conference, we are requesting a \$500.00 donation for the purchase of food. We expect approximately 60 parents to attend the conference.

If the Mackenzie County is able to donate the monies for the conference, please contact me @ 926-9356 or 927-4967. I look forward to hearing from you.

Sincerely,

Glenda Auger, Outreach Worker
Fort Vermilion Parent Link Centre and Toy Lending Library



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 6, 2008
Presented By:	Mark Schonken, Director of Public Works
Title:	Dust Control for 2008

BACKGROUND / PROPOSAL:

The basic applications currently available are calcium or oil based.

OPTIONS & BENEFITS

Oil based:

Product	Cost per m2	Years	Positive	Negative
DL10-40	\$1.81	< 1 year	Lowest cost / year	2 nd application often required
DL 10-Special	\$2.03	> 1 year	Easy re-workable 30% in 2 nd year	
Spec Crude	\$3.07	~ 2 years		Not environment friendly, hard and not re-workable & smelly
SC-250	\$3.96	2 years		Hard oil not used for dust control
MC-250	\$4.07	2 years		Hard oil not used for dust control

Author: M. Schonken Review By: _____ CAO

Calcium based:


Product	Cost per m2	Years	Water required	Negative
Bronze	\$0.40	0.5 years	No pre-watering	Less effective
Silver	\$0.45			
Gold	\$0.50			
Platinum	\$0.58		Pre-watering required	Most effective

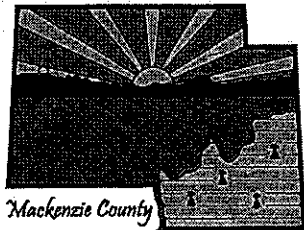
COSTS & SOURCE OF FUNDING:

Total budget for dust control is \$480,000.

RECOMMENDED ACTION:

That DL10-Special and Calcium Gold be used for 2008 dust control according to soil and road conditions.

Author: M. Schonken Review By: _____ CAO 



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 6, 2008
Presented By:	Mark Schonken, Director of Public Works
Title:	County's 2008 Re-gravelling Program

BACKGROUND / PROPOSAL:

The re-gravelling program with the 2007 contractor has formally expired on August 12, 2007. As a result, management reviewed the options available for the 2008 re-gravelling program.

OPTIONS & BENEFITS

Tender document as presented.

COSTS & SOURCE OF FUNDING:

Total budget for re-gravelling is \$1,480,000 (including spot gravelling) which is funded out of the operating budget.

RECOMMENDED ACTION:

That the re-gravelling contract for 2008 be approved as presented.

Author: M. Schonken

Review By: _____

CAO

Mackenzie County

CONTRACT AND SPECIFICATIONS

For

2008 Regravelling Program

Loading, Hauling, Application and Other Work

May 2008



NOTICE TO BIDDERS

For information regarding this project, you may contact either William Kostiw at (780) 927-3718, John Klassen at (780) 928-3983 or Mark Schonken at (780) 927-3718. Please use the pre-addressed tender envelope provided that is marked as follows:

Do Not Open – Tender Documents**Tender for the 2008 Mackenzie County Regravelling Program**

**Mackenzie County
P.O. Box 640, 4511-46th Avenue
Fort Vermilion, AB T0H 1N0
Attention: William Kostiw, CAO**

Tenders **must** be received no later than **June 10, 2008, 1:00 p.m.** local time at the Mackenzie County office in Fort Vermilion.

Tenders will be opened on **June 10, 2008, 1:00 p.m.** local time at the Mackenzie County office in Fort Vermilion; public may be present.

Mackenzie County reserves the right to accept or reject any or all tenders and to waive irregularities and informalities at its discretion. By the act of submitting its bid, the Bidder waives any right to contest in any legal proceeding or action the right of Mackenzie County to award the work to whomever it chooses, in its sole and unfettered discretion, and for whatever reasons Mackenzie County deems appropriate. Without limiting the generality of the foregoing, Mackenzie County may consider any other factor besides price and capability to perform the work that it deems in its sole discretion to be relevant to its decision.

Mackenzie County may extend the contract for one more year by mutual agreement with the contractor and at the same unit price.



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Mackenzie County**

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INSTRUCTION TO BIDDERS

1. INSTRUCTION TO BIDDERS – COMPLETING TENDER FORMS**1.1 Conditions for Tender Submissions**

Bidders must submit tenders at the following location only:

Mackenzie County
P.O. Box 640, 4511-46th Avenue
Fort Vermilion, AB T0H 1N0
Phone: (780) 927-3718

Bidders may submit Tenders only up to the **10th day of June, 2008, at 1:00 p.m.** local time. Bidders must submit Tenders on the forms issued with this Tender Document.

When Submitting a Tender all pages entitled "Tender Forms" and all addenda issued by Mackenzie County must be submitted, sealed in the envelope provided, to the **CAO, Fort Vermilion** of Mackenzie County at the above noted address. It shall be marked "**Tender for the 2008 Mackenzie County Regravelling Program**", time and date of tender opening clearly marked on the lower right hand corner of the envelope. A Bidder must indicate its name and address clearly in the upper left hand corner of the envelope so that the tender can be identified.

1.2 Completing Tender Forms

The "Unit Price Schedule" must be completed by:

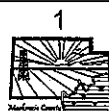
Showing the Unit Price (where applicable), and the total for each item in the "Total Bid" column; (in case of discrepancy, the unit price figure will take precedence), and showing the sum of all tender item totals in the space marked "Total Tender".

The tender must be signed by an authorized representative of the Bidder; and

- I) the official title of the Bidder must be shown; and
- II) the official seal of the Bidder must be affixed, OR the signature must be witnessed and the Affidavit of Execution of the Witness must be completed.

The bid bond accompanying the tender, in the amount of \$5,000 and made out to Mackenzie County, must be signed and sealed in the space provided, by both the Contractor or his authorized representative, and the Bonding Company. If a certified cheque or bank draft is used in lieu of a bid bond, the cheque or bank draft shall be made payable to the "Mackenzie County".

Bidder and Contractors are advised that Insurance (other than automobile insurance), Bid Bonds, Performance Bonds and Labour and Material Payment Bonds provided by the Saskatchewan Government Insurance Office, the Insurance Corporation of British Columbia or the Manitoba Insurance Corporation will not be accepted for this Contract.



INSTRUCTION TO BIDDERS

1.3 Addenda

When an addendum is issued by Mackenzie County, the covering letter containing instruction regarding **the addendum shall be attached** to the inside front cover of the "Contract and Specifications" book. The individual items included in the addendum shall be inserted in accordance with the covering letter. Addenda, when issued, form part of these Contract Documents. The Bidder shall acknowledge receipt of each addendum in the space provided on the tender forms.

1.4 Changes and Withdrawals of Tender Submissions

If a bidder wished to change his tender before the closing time of the tender, he may retrieve his tender by presenting his receipt to the tender opening counter, modify his tender and return the sealed envelope to the tender counter before the tender opening time.

Alternatively, if this change is to the unit price schedule only, the Bidder may do so VIA Facsimile (FAX) message, on the Tender Amendment Form provided herein, faxed (780) 927-4266, marked "ATTENTION: MR. **WILLIAM KOSTIW** – CONTRACT OPENING". To be acceptable, the change must be received no later than 30 minutes prior to the time and date shown for receiving Tenders. Mackenzie County accepts no responsibility for faxed changes. It is the Bidder's responsibility to confirm receipt of any faxed changes.

1.5 All Contractors will require Certificate of Recognition (COR)**1.6 Project Inquiries**

For further information regarding this Tender, you may contact:

William Kostiw
CAO
MACKENZIE COUNTY
P.O. Box 640, 4511-46th Avenue
Fort Vermilion AB T0H 1N0
Phone: (780) 927-3718
Fax: (780) 927-4266
Email: bkostiw@mackenziecounty.com

TENDER FORMS

2.0 TENDER FORMS

2.1 Bidder's Schedule for Work

Bidders are required to submit, along with their tender, this schedule sheet showing their proposed starting date and completion date of this project.

Proposed Dates for Project

Project	Starting Date	*Completion Date

* **N.B. Completion dates that exceed the Contract Completion Date will be considered a qualified bid and may be rejected.**

Construction Supervisor

Telephone Number

Contractor's Signature

Date

TENDER FORMS

2.2 Tender for Provision of Services

To Mackenzie County of the Province of Alberta:

(Name of Contractor)

the undersigned, hereby Tenders and agrees to execute all the work of every description required in the (loading), hauling and application of gravel and other work for the following:

2008 Mackenzie County Regravelling Program

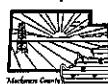
Loading, Hauling, Application and Other Work

in strict accordance with the conditions and specifications, for the unit prices in the unit price schedule enclosed.

The undersigned acknowledges receipt of the following addenda,

- _____
- _____
- _____
- _____

which shall form part of the Tender document.



TENDER FORMS

2.3 Unit Prices Schedule

Unit Price Schedule A – Deletable

Bid Item	Area	Estimated Quantities		Unit Price County Supply Des 4 Cls 20		Total Bid
		average haul in kilometers	tonnes		per tonne kilometer	
1	Fitter Pit	27	12,000	\$ _____		\$ _____
2	Site Occupancy		days	\$1,000.00	per day	\$ _____
Total for Schedule A						\$ _____

Unit Price Schedule B – Deletable

Bid Item	Area	Estimated Quantities		Unit Price County Supply Des 4 Cls 20		Total Bid
		average haul in kilometers	tonnes		per tonne kilometer	
3	North Vermilion Pit	24	30,000	\$ _____		\$ _____
4	Site Occupancy		days	\$1,000.00	per day	\$ _____
Total for Schedule B						\$ _____

Unit Price Schedule C – Deletable

Bid Item	Area	Estimated Quantities		Unit Price County Supply Des 4 Cls 20		Total Bid
		average haul in kilometers	tonnes		per tonne kilometer	
5	West La Crete Pit	29.6	30,000	\$ _____		\$ _____
6	Site Occupancy		days	\$1,000.00	per day	\$ _____
Total for Schedule C						\$ _____

Unit Price Schedule D – Deletable

Bid Item	Area	Estimated Quantities		Unit Price County Supply Des 4 Cls 20		Total Bid
		average haul in kilometers	tonnes		per tonne kilometer	
7	Tompkins Pit	24	10,000	\$ _____		\$ _____
8	Site Occupancy		days	\$1,000.00	per day	\$ _____
Total for Schedule D						\$ _____



TENDER FORMS

Unit Price Schedule E – Deletable

Bid Item	Area	Estimated Quantities		Unit Price Contractor Supply Des 4 Cls 20		Total Bid
		average haul in kilometers	tonnes		per tonne kilometer	
9	Zama Access		15,000	\$ _____		\$ _____
10	Site Occupancy		days	\$1,000.00	per day	\$ _____
Total for Schedule E						\$ _____

Unit Price Schedule F – Deletable

Bid Item	Area	Estimated Quantities		Unit Price Contractor Supply Des 4 Cls 20		Total Bid
		average haul in kilometers	tonnes		per tonne kilometer	
11	Assumption Area		6,000	\$ _____		\$ _____
12	Site Occupancy		days	\$1,000.00	per day	\$ _____
Total for Schedule F						\$ _____

Mackenzie County reserves the right to accept or decline any of the bids in the above Schedule A to Schedule F based on which is most cost effective for the County.

NOTE:

1. The unit price for the County Supply of road crush gravel shall include any basic loading factor the Contractor pays to the trucking subcontractor, and the cost of supplying: a loader to load the material, hauling the material anywhere in the Contract area, a grader to spread the gravel, the necessary sign package, the cost of providing a project supervisor, dust control, maintenance of the haul route and all other costs associated with the loading, hauling, and placement of gravel for road purposes.
2. The unit price for the Contractor Supply of road crush gravel shall include all costs related to the supply of gravel, including, but not limited to, costs of stripping, clearing, crushing, and reclamation and shall include any basic loading factor the Contractor pays to the trucking sub-contractor, and the cost of supplying: a loader to load the material, hauling the material anywhere in the Contract area, a grader to spread the gravel, for the necessary sign package, the cost of providing a project supervisor, dust control, maintenance of the haul route and all other costs associated with the loading, hauling, and placement of gravel for road purposes.



TENDER FORMS

2.6 Tender Security

The undersigned encloses herewith a deposit as bid security a bond, certified cheque, or a irrevocable letter of credit payable to Mackenzie County of the Province of Alberta for **\$5,000** (five thousand dollars) and the undersigned hereby agrees that should he refuse or fail within (21) twenty-one days after the Contract is offered to him by Mackenzie County for acceptance;

- (a) to enter into a Contract with Mackenzie County for the performance of the work and/or the supplying of services covered by this tender, and
- (b) to provide security as required by the conditions, and a Contract for the work and/or material is entered into with some other person for a greater amount, the undersigned hereby agrees to forfeit all right and title to the aforementioned deposit, and the same is forfeited to Mackenzie County.

2.7 Tender Withdrawal

The undersigned hereby agrees that he will not withdraw this tender after the time fixed for receiving tenders.

- (a) until some other person has entered into a Contract with Mackenzie County for the performance of the work and/or the supplying of the materials specified in the notice inviting tenders, or
- (b) until (35) thirty-five days after the time fixed for receiving this tender, whichever occurs first.

2.8 Agreement

Should this tender be accepted, the undersigned agrees to enter into written agreement with Mackenzie County for the faithful performance of the works covered by this tender, in accordance with the said conditions, specifications, and provisions and complete the majority of works on or before **August 30, 2008**.

2.9 Tender Signing and Sealing

An authorized signing officer shall affix his signature to this Tender. The Tender shall be either sealed with the Company Seal, or the Affidavit of Execution of the Witness shall be completed. Failure to comply may result in the tender being rejected.



TENDER FORMS

**AFFADAVIT OF EXECUTION
CANADA
PROVINCE OF ALBERTA
TO WIT:**

I, _____ of
 _____ of
 _____ in
 the province of **Alberta** make oath and say:
 (1) That I was personally present and did see _____ named in the annexed instrument, and who is known to me to be the person named therein, duly sign and execute the same for the purposes named therein; that the same _____ was executed at the _____ in _____ in the said Province, and that I am the subscribing witness thereto;
 (2) That I personally know the said _____ and he is in my belief of the full age of eighteen years.
 AFFIRMED before me at _____ in the province of Alberta, this the _____ day _____, 2008

 A Commissioner for Oaths in and for the Province of Alberta

(Seal)

Name of Company

Authorized Signature

Address

Postal Code

Contractor's Telephone Number

Witness

Date



TENDER FORMS

Bid Security
(Inserted Here)



TENDER FORMS

Certificate(s) of Insurance
(Inserted Here)



CONTRACT FORMS

3.0 CONTRACT FORMS

MACKENZIE COUNTY CONTRACT (Page 1)

THIS Agreement made and concluded in triplicate as of this _____ day of _____, 2008 between Mackenzie County (hereinafter called "Mackenzie County") of the first part and _____ of the _____ in the Province of _____ (hereinafter called "the Contractor") of the second part.

WITNESSETH, that for and in consideration of the covenants and agreements on the part of Mackenzie County, hereinafter contained and the prices hereinafter mentioned, the Contractor for himself, his executors, administrators and assigns, covenants and agrees with Mackenzie County to do, furnish and perform the works, materials, matters, and things required to be done, furnished and performed, in the manner hereinafter described, in connection with the following work or works, namely:

Loading, Hauling, Application and Other Work

in strict accordance with the plans and specification of said work hereto attached, and to deliver the same over, complete and finished to Mackenzie County on or before **August 30, 2008.**



CONTRACT FORMS

MACKENZIE COUNTY CONTRACT (Page 2)

IT is mutually agreed that the attached tender or proposal and bond of the Contractor, together with the plans, specifications and any special provisions herein designated and referred to are hereby made and shall be considered part of this Agreement the same as if herein fully set forth.

IN CONSIDERATION WHEREOF, and upon the Contractor fully completing and executing in every particular the work herein contracted for within the time hereinbefore set out, and upon the said Contractor satisfying the said County that all just claims for labour and materials and for damages in connection with the work have been paid, the said County covenants, promises and agrees to pay unto and to the said Contractor for the actual amount of work done and materials in place at the unit prices stated in the Contractor's attached proposal or tender.

IN WITNESS WHEREOF, the Contractor has hereunto set his hand and seal as of the day and year herein mentioned, and these presents have been signed and sealed by the representatives of Mackenzie County.

SIGNED, SEALED AND DELIVERED BY
THE CONTRACTOR IN THE PRESENCE
OF:

(witness)

Contractors
Seal

SIGNED AND SEALED ON BEHALF OF
MACKENZIE COUNTY

(witness)

Chief Administrative Officer
Seal



TENDER AMENDMENT FORMS

4.0 TENDER AMENDMENT FORMS

We, _____
 (Name of Contractor)

the undersigned, modify the unit price schedule for our tender as shown in the following table.

UNIT PRICE SCHEDULE CHANGES				
Replacing ALL previous Unit Price Schedule Changes				
ITEM NO.	DESCRIPTION	ESTIMATED QUANTITY	UNIT PRICE CHANGE + OR -	TOTAL CHANGE FOR THIS ITEM + OR -
+ or - Change in Total Tender				

We also acknowledge and agree that:

1. This change supersedes all previous changes including those to other bid items. Previously submitted changes are all null and void.
2. We accept full responsibility for any lack of confidentiality arising from the use of this process.
3. Failure of these revisions to arrive on time, accurately or completely for any reason will render these revisions null and void.

4. _____ being _____
 Signature Position in Company

of _____ dated _____
 Company Name Date

Mackenzie County is NOT responsible for faxed amendments not being received.



GENERAL CONDITIONS

5.0 GENERAL CONDITIONS**5.1 Contract Documents**

The "Contract Documents" consist of the letter of acceptance of Contractor's completed tender, the executed Contract Forms, the Special Provisions, Conditions and Specifications when used, those parts of the Bidding Requirements documents having application during performance of the Contract.

Mackenzie County shall solely decide on questions arising under the Contract Documents, interpret requirements therein, and judge performance thereof.

The Contractor shall at all times have a copy of the Contract Documents at the work location, as well as in their office.

5.2 Assignments

The Contractor shall not assign the Contract services, nor shall they subcontract the performance of all or any portion of the work to be performed pursuant to this Contract without the written consent of the Chief Administrative Officer or designate.

5.3 Subcontracts

Mackenzie County will recognize the Contractor only. Nothing contained in the Contract Documents shall create any contractual relationship between Mackenzie County and any of the Contractor's subcontractor's.

Contractor agrees to bind every subcontractor by the terms of the Contract Documents, as far as applicable to the performance of the Contract.

5.4 Federal Goods and Services Tax

Bid prices shall exclude any allowance for the Federal Goods and Services Tax.

Mackenzie County will include applicable Goods and Services Tax on the monthly and final progress payments.

5.5 Indemnification

The Contractor shall indemnify and hold harmless Mackenzie County, its employees and agents, from all claims, demands, actions and costs. This is including, without restriction, all legal cost on a solicitor and his own client full indemnity basis whatsoever that may arise, directly or indirectly out of any act or omission of the Contractor, his employees or agents, in the performance or non-performance of the Contract by the Contractor including, without restriction, the enforcement of the terms of this Contract. Such indemnity shall survive completion or termination of the Contract.



GENERAL CONDITIONS

Mackenzie County shall not be liable nor responsible for any bodily or personal injury or property damage of any nature that may be suffered or sustained by the Contractor, his employees or agents in the performance of the Contract.

5.6 Liability Insurance

The Contractor shall provide and maintain the following insurance coverage for the duration of the term stated herein.

Commercial General Liability Insurance, with an insurer licensed in Alberta, with limits of not less than **\$5,000,000** per occurrence with no aggregate limit against bodily injury, death and property damage. Such insurance shall include the following endorsements: premises, property, and operations, Contractor's protective, blanket contractual, non-owned auto, employees as additional insured, broad form property damage, cross liability, 30 days advance notice to the County of cancellation or material change.

Automobile Liability insurance on all vehicles owned, operated or licensed in the name of the Contractor with limits of not less than **\$2,000,000**. This insurance shall include a non-owned automobile (SPF-96) endorsement.

Contractor shall provide Mackenzie County with proof that commercial liability insurance coverage are in effect and meet specified conditions. Such proof shall be in form of a certificate of insurance submitted with the Tender Documents.

5.7 Regulatory Requirements

The Contractor shall comply with all laws, ordinances, rules, regulations, order, codes and other legally enforceable requirements applicable to the Contractor and the performance of the Contract.

The Contractor shall comply with the Occupational Health and Safety Act and regulations issued pursuant thereto.

5.8 Labour

The Contractor shall provide all labour necessary for the performance of the Contract. The Contractor's employees shall be skilled in and competent to properly perform the tasks assigned to them and, when required by laws, rules and regulations or the Contract Documents.

5.9 Modification of Contract Work

Mackenzie County, without invalidating the Contract, may at any time modify the services being rendered under the Contract, consisting of additions, deletions or alterations. If required on account of such changes ordered by Mackenzie County, equitable adjustments shall be made to the Contract Price. Such changes shall be authorized by written order from the Chief Administrative Officer or designate.

GENERAL CONDITIONS

5.10 Payment

Unless otherwise agreed, payment will be made monthly, based on services rendered during the preceding payment period. Amounts to be paid shall be based on the Contract unit price and according to the scale tickets. The Contractor shall be responsible for all record keeping and shall supply the Mackenzie County with the required supporting documentation when invoices are submitted for payment. Mackenzie County will review invoices with the supporting documentation and may adjust amounts claimed when necessary.

Invoices shall be submitted for the work in this Contract separate from all other contracts and work the contractor may be doing for Mackenzie County. Failure to separate the work being invoiced for will result in the invoice being returned to the Contractor unpaid and a delay in payment.

Mackenzie County may withhold all or part of any amount payable to Contractor in order to protect Mackenzie County or third parties from loss due to Contractors.

Contractor's invoice for final payment under the Contract shall include a letter of Clearance from Worker's Compensation Board.

5.11 Safety**Occupational Health and Safety Act**

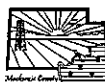
The Contractor shall familiarize himself, his staff and his subcontractors with the terms of the Occupational Health and Safety Code thereunder to ensure complete understanding respecting the responsibilities given and compliance required. The Contractor acknowledges that he is a "Principal Contractor, Employer and/or Worker" as defined in the Occupational Health and Safety Act, and that he shall, as a condition of the Contract, comply with the Occupational Health and Safety Act and the regulations thereunder.

Copies of current legislation can be obtained from the following:

Publications Services	or	Queen's Printer Bookstore
Government of Alberta		Main Floor, McDougall Centre
11510 Kingsway Avenue		455-6 th Street, S.W.
Edmonton, Alberta		Calgary, Alberta
T5G 2Y5		T2P 4E8

Or at www.qp.gov.ab.ca

If Alberta Occupational Health and Safety conducts a worksite inspection which results in "orders" being issued to the Contractor, the Contractor shall immediately supply copies of these orders to Mackenzie County.



GENERAL CONDITIONS

5.12 Omissions or Errors

The Contractor shall not take advantage of any apparent error or omission in the Contract, but shall immediately bring such apparent error or omission to the attention of Mackenzie County. Mackenzie County shall make corrections or modifications as may be necessary for the fulfillment of the work described herein.

5.13 Quantities

Payment to the Contractor will be made only for the actual performance of the services in accordance with the terms and conditions as described herein. It is understood that the quantities that the Contract unit price(s) are based on **approximate quantities**, derived from the most recent information available to Mackenzie County at the time the Contract was executed. The estimated quantities are not guaranteed and are only provided to aid in the derivation of unit prices.

5.14 Examination of Work

It is agreed that execution of the agreement by the contractor shall be conclusive evidence that the bidder has investigated all areas and aspects of the Contract Work and does assume all risk regarding the performance of the services.

5.15 Extra Work

Any extra work performed by the Contractor must receive prior approval from the Chief Administrative Officer or designate and that an agreed value or cost be determined and agreed upon. The Contractor shall present his claim for extra work, supported by proper vouchers giving details as to dates, quantities, rates, third party invoices and such other supporting documentation that Mackenzie County requires.

5.16 Security

The Bidder shall furnish a bid security of **five thousand dollars (\$5,000)** with the **Tender Documents**.

The Contractor shall furnish performance security in the amount of **five thousand dollars (\$5,000)** within twenty-one (21) days of Mackenzie County accepting their bid.

- 1) due and faithful performance of the contract, and;
- 2) payment in full of all claims for labour and materials used or reasonably required or use in the performance of the Contract.

The security shall be in the form of:

- 1) Bond
- 2) Certified Cheque
- 3) Irrevocable Letter of Credit

GENERAL CONDITIONS

The security shall be made payable to Mackenzie County, and extend for the complete term of the Contract.

If the Contractor defaults in any of its obligations under this Contract Mackenzie County may, at its option, perform any such obligation after fifteen (15) days written notice to the Contractor. All costs incurred by Mackenzie County in performing such obligation shall be payable by the Contractor, and at Mackenzie County's sole discretion may be deducted from or paid out of the security held pursuant to the terms of this contract.

5.17 Set off Provisions

Mackenzie County may, at any time, set off any and all amounts which may become owed by the Contractor to Mackenzie County pursuant to the terms of this Contract against any payments which may become due and owing to the Contractor pursuant to the terms of this Contract until all amounts which may be owed to Mackenzie County are paid in full.

5.18 Right of Rejection or Acceptance

Mackenzie County reserves the right to accept or reject any or all tenders and to waive irregularities and informalities at its discretion. The Owner reserves the right to accept a tender other than the lowest tender without stating reasons. By the act of submitting its bid, the Bidder waives any right to contest in any legal proceeding or action the right of the Owner to award the work to whomever reasons Mackenzie County deems appropriate. Without limiting the generality of the foregoing, the Owner may consider any other factor besides price and capability to perform the work that it deems in its sole discretion to be relevant to its decision.

5.19 Environmental Control

If the Contractor or one of his sub-contractors uses water for dust control, than it is the Contractors responsibility to have a Temporary Diversion License in place prior to removing any water. The Contractor is responsible for all other environmental impacts that may result from his actions or those of his subcontractors.

Environmental Protection and Enhancement Act

The Contractor shall carry out his operations so as to adhere to and meet all guidelines as set out in the Environmental Protection and Enhancement Act.

Alberta Environmental Protection can be reached in Peace River, AB. (780) 624-6175. The Central office for the Land Reclamation Division and Environmental Protection is located on the 3rd Floor, Oxbridge Place, 9820-106 Street, Edmonton, Alberta, T5K 2J6 (780) 427-6202.

SPECIAL PROVISIONS

6.0 SPECIAL PROVISIONS**6.1 Contract Completion Date**

The Contract Completion Date for this Contract shall be the 11th day of August, 2008. If the Contractor fails to complete all of the work for this Contract by the Construction Completion Date than they forgo any claim to benefits in **SP – 6.10 “Site Occupancy”** and payment as per 6.10.1 (II) will **not** occur.

6.2 Materials and Equipment

Unless otherwise specified, the Contractor shall provide, maintain, and pay for the loading factor the Contractor pays to the trucking sub-contractor, and the cost of supplying: a loader to load the material, hauling of the material anywhere in the Contract area, a grader to spread the gravel, for the necessary sign package, the cost of providing a project supervisor, dust control, maintenance of the haul route and all other costs associated with the loading, hauling, and placement of gravel for road purposes and conveniences, necessary for the performance of the Contract. If the Contractor's bid for private supply is selected then the unit price is inclusive of supplying Designation 4 – Class 20 gravel and its application.

All truck units will be issued a number, which must be plainly displayed on both sides and the front of the unit. A loading rotation may be strictly enforced throughout the duration of this Contract.

6.3 Contractor Supply of Gravel

Contractor Supply of aggregate for the Contractor's operations in accordance with the Contract shall be as follows: all Designation 4 Class 20 materials shall have a maximum of 25% passing the 1250 µm sieve. The most recent edition of Alberta Transportation Specification Book shall be used further define specifications for private supply of aggregates. At Mackenzie County's request the Contractor shall provide sieves for the material being supplied. Mackenzie County reserves the right to reject the Contractor supplied gravel if it is deemed unacceptable.

6.4 Contract Work

The Contractor shall:

Load, haul and apply ~~Designation 4, Class 20~~ road crush gravel.

Furnish equipment and labour, perform all work and fulfill all requirements described in the Contract Documents for the purpose of hauling and placing gravel, in the amounts and at the locations determined by the County A map showing roads that are proposed for gravelling is attached as **“Schedule 1 – Location.”**

SPECIAL PROVISIONS

Complete the hauling of gravel and spreading under the terms of this Contract on or before the completion dated stated in the provisions attached hereto.

6.5 Hauling and Application

The Contractor will supply and operate trucks capable of performing the work required, hauling and uniform spreading to the satisfaction of Mackenzie County. Mackenzie County reserves the right to prevent the use of any truck or equipment at any time if its performance or the work is deemed unsatisfactory. This includes proper speed of spreading and spreading ability.

All hauling activities will also comply with the County's Gravel Procedures document or as directed by the County.

6.6 Spreading and Grading of Gravel

The following is the minimum requirement to be followed when spreading and grading the gravel:

- I) The gravel must be uniformly spread,
- II) Care must be taken to maintain a crown of approximately 4% on the roadway to allow proper drainage from the roadway surface,
- III) The grader used by the contractor shall be a modern well maintained grader with and experienced operator. The contractor has to submit this information to the County when tenders are submitted,
- IV) A ridge shall not be allowed to build along the edge of the roadway as it will pond water,
- V) The grader operator shall stop and remove any rocks or other hazardous debris pulled up by the blade, or found on the roadways which are large enough to present a hazard to vehicular traffic,
- VI) Graders shall normally operate on the right side of the road and proceed in the same direction as the traffic, unless directed by the Chief Administrative Officer or his/her designate and warning signs are in place.

6.7 Safety Meetings

Public and worker safety is of primary importance to Mackenzie County and as such it is the Contractors responsibility to ensure that all reasonable precautions are taken to ensure safe conditions during the work. The Contractor shall hold a pre-construction safety meeting and provide the Chief Administrative Officer or designate and Mackenzie County Gravel Checker the opportunity to attend. It is also understood and agreed that the Contractor will hold tailgate safety meetings to discuss arising safety issues. Minutes from the pre-construction safety meetings and the tailgate safety meetings will be taken by the Contractor and distributed to Mackenzie County.

Mackenzie County reserves the right to stop work at anytime and for any reason if it is deemed necessary by the Chief Administrative Officer or designate. Excessive dust anywhere the Contractors operations work is taking place shall be deemed an acceptable reason for work to be stopped until the situation can be rectified.



SPECIAL PROVISIONS

6.8 County's Right to Terminate

Mackenzie County may terminate this Contract at any time for any of the following reasons:

- I) the Contractor refuses to comply with instructions from Mackenzie County staff in accordance with any of the terms in this Agreement,
- II) the Contractor refuses to abide by the Terms, Specifications, General Conditions and Special Provisions of this Contract,
- III) the Contractor regularly contravenes any laws of the Province or of Mackenzie County, with respect to highway traffic load restrictions, speed control and/or traffic control device.

6.9 Work Days

Work may take place from 6:00 am to 9:00 pm. No work shall be permitted on Saturdays, Sundays or recognized holidays.

6.10 Site Occupancy

In the bid item for "Site Occupancy", the bidder shall indicate the number of Calendar Days required to complete the work under the "Estimated Quantity" column in the unit price schedule and extend that number of days times the unit price per day as shown, to get the total bid for "Site Occupancy".

Calendar Days will be calculated as whole days. The assessment of calendar days will commence on the day of the first disturbance within the right-of-way. Thereafter, every day will be counted as a Calendar Days with the exception of when:

- I) the Contractor is prohibited from working due to restrictions imposed by local bylaws after the Contract has been awarded,
- II) Saturdays, Sundays and recognized holidays (unless they are worked),
- III) the project is delayed due to inclement weather subject to the provisions stated herein,
- IV) if an interruption is granted in writing by the Chief Administrative Officer.

A day the Contractor is unable to work on the roadway, or works less than half of a normal working day for reasons of inclement weather, or conditions resulting from inclement weather, shall not be counted as a calendar day.

Subject to the exceptions stated above the assessment of Calendar Days will cease entirely only once if in the opinion of Mackenzie County, the Contract Work is complete.

An increase in the number of Calendar Days to complete the Work will be considered for an increase in quantities as this can not be reasonably foreseen by the Contractor. In this case the increase in Calendar Days shall be directly proportionate to the increase in quantities.

SPECIAL PROVISIONS

1. Payment for "Site Occupancy" shall be made as follows:

- I) if the Contractor completes the work in the exact number of days entered in the "Site Occupancy" bid item, no payment will be made,
- II) if the Contractor completes the work in fewer than the number entered in the "Site Occupancy" bid item, an assessment equal to the unit price per day as shown, multiplied by the difference between the estimated and actual number of Calendar Days will be made,
- III) if the Contractor completes the work in more than the number of Calendar Days entered in the "Site Occupancy" bid item, an assessment equal to the unit price per day as shown, multiplied by the difference between the estimated and actual number of Calendar Days will be made and charged to the Contractor. This assessment may be deducted from monies due to the contractor.

Those provisions for duration of work in no way mitigate or negate the conditions for the Contract Completion Date and/or Failure to Complete on Time, and or the Commencement and Scheduling of Work.

6.11 Failure to Complete on Time

If any of the Work remains incomplete after the specified Contract Completion Date, there will be deducted from the money due to the Contractor, the cost to Mackenzie County of any work and material reasonably expended by the municipality which has been necessary by reason of the Contractor's failure to complete the Work by the Contract Completion Date specified in the Contract, without limiting the generality of the foregoing shall include:

I) **Liquidated Damages**

The Contractor agrees to pay Mackenzie County, an amount for each Calendar Day beyond the specified Completion Dated in accordance with the following; \$1,500 per day for each Calendar day until the Contract is complete, liquidated damages shall not be assessed for days lost due to inclement weather.

II) the additional costs of maintenance and repair as necessary, and

III) the cost of accommodating traffic over, through or around portions of the work.

6.12 Construction Signage

The Contractor shall be responsible to supply the necessary sign package. The Contractor shall provide a Traffic Accommodation Strategy (TAS) complete with the proposed signing to be used to the County for review and acceptance prior to work commencing. At all times throughout the work the Contractor shall assign an individual to ensure the proper placement of construction signage. At all times during the work the aforementioned person shall be on location where the gravel is being applied and available to carry out Mackenzie County's Gravel Checker's instructions. The Contractor's failure to supply adequate temporary signage will result in Mackenzie County stopping work until adequate signage is in place.



SPECIAL PROVISIONS

6.13 Dust Control

The Contractor shall be responsible for the application of water or any acceptable product as dust suppressant. This includes but is not limited to the application of dust control at any point where excessive dust is a safety concern, at least to these minimum standards:

- I) 500 meters in all direction at intersections,
- II) 200 meters in both directions at hill crests and corners,
- III) 400 meters sections in front of all residences,
- IV) 200 meters in both directions from the current location of gravel application,
- V) 1 kilometer out of every ten kilometers on the Zama Access, Assumption Access, and Highway 88 Connector.

The minimum application of dust control as is outlined herein may be added to at any time at the discretion of County staff. The Contractors failure to meet the minimum standards and/or comply with directions from Mackenzie County's agents will result in work stoppage until the Contractor comes into compliance. The minimum standards shall apply to all areas the Contractors equipment is operating from the point of loading to the point of unloading and spreading.

Pursuant to **General Conditions 5.19** it is the Contractor's responsibility to ensure that the necessary Temporary Diversion Permits are in place.

6.14 Haul Route

During the Contract Work the Contractor shall be responsible to maintain the haul route, including the application of dust suppressant and grading. The haul route shall be defined as the route that the Contractor's equipment takes to transport the gravel from the point of loading (the pit) to the point of application and spreading.

The haul route may be designated by the Chief Administrative Officer, or designate, and may be changed from time to time at his/her discretion.

6.15 Quantities

Scale measurements will be used as the method of measuring the quantity hauled, it will be the contractor's responsibility to supply and maintain a certified truck platform scale.

The contractor shall be responsible to ensure that each truck driver keep record of the quantities hauled and the location of loads they hauled. It will also be the contractor's responsibility to obtain the designated County representative's signature on scale tickets before the trucks leave the pit or loading area. The contractor will also obtain the designated County gravel checker's signature on the scale tickets when the gravel is placed.

These will be verified by County staff before any invoices are paid.

SPECIAL PROVISIONS

6.16 Construction Supervisor

The Contractor shall assign a Construction Supervisor for the duration of the Contract. The Construction Supervisor's name and contact information shall be included in the space provided in the tender forms. The Construction Supervisor shall be responsible to ensure that the Conditions, Specifications, Regulations, and Provisions that make up the Contract are met. The Construction Supervisor will at all times be available to Mackenzie County's Gravel Checker to carry out his/her instructions. The Construction Supervisor shall insure that any instruction given in these documents and by County staff is promptly followed.

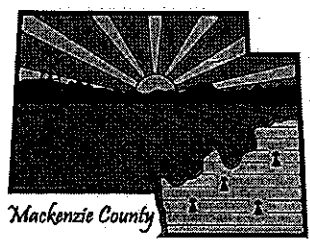
The Construction Supervisor shall be held responsible for any work stoppage directed by Mackenzie County due to non-compliance with instructions.



SPECIAL PROVISIONS

SCHEDULE 1 - LOCATION





MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 6, 2008
Presented By:	Ryan Becker, Director of Planning and Emergency Services
Title:	Bylaw 673/08 Land Use Bylaw Amendment to Rezone Plan 6076RS, Block 6, Lot 1 from Hamlet Residential District 1 "HR1" to Hamlet Residential District 3 "HR3" <i>LA CRETE</i>

BACKGROUND / PROPOSAL:

The planning department received a Land Use Bylaw amendment request to rezone Plan 6076RS, Block 6, Lot 1 from Hamlet Residential District 1 (HR1) to Hamlet Residential District 3 (HR3).

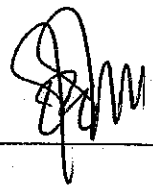
This application was presented to the Municipal Planning Commission (MPC) on April 14, 2008 where the following recommendation was made:

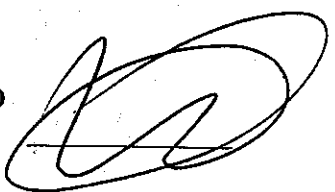
That the Municipal Planning Commission recommendation to Council be for the approval of the rezoning of Plan 6076RS, Block 6, Lot 1 from Hamlet Residential District 1 "HR1" to Hamlet Residential District 3 "HR3" subject to the public hearing input.

OPTIONS & BENEFITS:

The applicant previously submitted a rezoning application (Bylaw 668/08) for the subdivision of the lands and the construction of two four-plexes. This application was refused by Council. Discussions with Ryan Becker, Director of Planning and William Kostiw, Chief Administrative Officer established that if the applicant submitted another application for the construction of either a row dwelling or just one (1) four-plex the application would be deemed different from the first.

Author: Marion Krahn,
Development Officer

Reviewed by: 

CAO 

Based on this information the applicant reviewed the lands again and determined that he would prefer to build one four-plex instead of a row dwelling and submitted a new application. The MPC also considered this application to be different from the previous application.

The applicant indicated that he feels that this land would be ideal for this type of development for the following reasons:

- ❖ The lot is large enough to accommodate the required parking
- ❖ The location is between the schools
- ❖ Very few lots of this zoning exist within the Hamlet and those in existence are not available for development
- ❖ High density housing located near schools and the business area

The applicant also indicated that the existing mobile home will be removed.

The minimum lot size for this zone is 22 meters (72 feet) wide and 33.5 meters (110 feet) deep. The subject lot is 50.29 meters (165 feet) wide and 33.5 meters (110 feet) deep.

COSTS & SOURCE OF FUNDING:

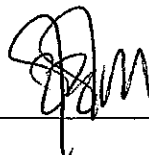
All costs will be borne by the applicant.

RECOMMENDED ACTION:

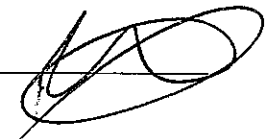
That first reading be given to Bylaw 673/08, being a Land Use Bylaw amendment to rezone Plan 6076RS, Block 6, Lot 1 from Hamlet Residential District 1 "HR1" to Hamlet Residential District 3 "HR3".

Author: Marion Krahn,
Development Officer

Reviewed by:



CAO



7.16 HAMLET RESIDENTIAL DISTRICT 1 "HR1"

The general purpose of this district is to permit residential uses in hamlets.

A. PERMITTED USES

- (1) Ancillary buildings or use.
- (2) Dwelling - Single detached.
- (3) Park
- (4) Public use

B. DISCRETIONARY USES

- (1) Bed and breakfast.
- (2) Dwelling - Duplex.
- (3) Home based business.
- (4) Mobile home.
- (5) Modular home.

D. MINIMUM LOT WIDTH

22 metres (72 feet)

E. MINIMUM LOT DEPTH

33.5 metres (110 feet)

F. FRONT YARD SETBACK

7.6 metres (25 feet) or as required by the Development Authority.

G. MINIMUM SIDE YARD SETBACK

Side yards shall not be less than 1.2 metres (5 feet). In the case of a corner site the exterior side yard shall not be less than 3.0 metres (15 feet).

H. MINIMUM REAR YARD SETBACK

2.4 metres (8 feet). Setbacks may be reduced to 1.52 metres (5 feet) when using sub-surface utilities.

I. THE DESIGN, CHARACTER AND APPEARANCE OF BUILDINGS

- (1) The architecture, construction materials and appearance of

buildings and other structures shall be to accepted standards and shall compliment the natural features and character of the site to the satisfaction of the Development Officer.

J. ON-SITE PARKING

In accordance to Section 4.28 of this Bylaw.

K. LANDSCAPING

In accordance to Section 4.23 of this Bylaw.

7.19 HAMLET RESIDENTIAL DISTRICT 2 "HR2"

The general purpose of this district is to restrict development to large lot residential and other compatible uses in urban areas.

A. PERMITTED USES

- (1) Ancillary building or use.
- (2) Dwelling - Single detached.

B. DISCRETIONARY USES

- (1) Dwelling - Duplex.
- (2) Dwelling - Row.
- (3) Home based business
- (4) Modular home.
- (5) Park.
- (6) Playground.
- (7) Public use.

C. MINIMUM LOT WIDTH

22 metres (72 feet).

D. MINIMUM LOT DEPTH

33.5 metres (110 feet).

E. FRONT YARD SETBACK

7.6 metres (25 feet) or as required by the Development Officer.

F. MINIMUM SIDE YARD SETBACK

Side yards shall not be less than 1.2 metres (5 feet). In case of a corner site the exterior side yard shall not be less than 3.0 metres (10 feet).

G. MINIMUM REAR YARD SETBACK

2.4 metres (8 feet).

H. THE DESIGN, CHARACTER AND APPEARANCE OF BUILDINGS

Buildings may be either of new construction only. The architecture, construction materials and appearance of buildings and other structures

shall be to accepted standards and shall compliment the natural features and character of the site to the satisfaction of the Development Officer.

I. ON-SITE PARKING

In accordance to Section 4.28 of this Bylaw.

J. LANDSCAPING

In accordance to Section 4.23 of this Bylaw.

BYLAW NO. 673/08
BEING A BYLAW OF
MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA

TO AMEND THE
MACKENZIE COUNTY LAND USE BYLAW

WHEREAS, Mackenzie County has adopted the Mackenzie County Land Use Bylaw, and

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

WHEREAS, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to amend the Mackenzie County Land Use Bylaw to accommodate multiple family dwellings.

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

1. That the land use designation of the subject parcel known as Plan 6076RS, Block 6, Lot 1 be rezoned from Hamlet Residential District 1 "HR1" to Hamlet Residential District 3 "HR3", as outlined in Schedule "A".

First Reading given on the _____ day of _____, 2008.

Greg Newman, Reeve

Carol Gabriel, Executive Assistant

Second Reading given on the _____ day of _____, 2008.

Greg Newman, Reeve

Carol Gabriel, Executive Assistant

Third Reading and Assent given on the _____ day of _____, 2008.

Greg Newman, Reeve

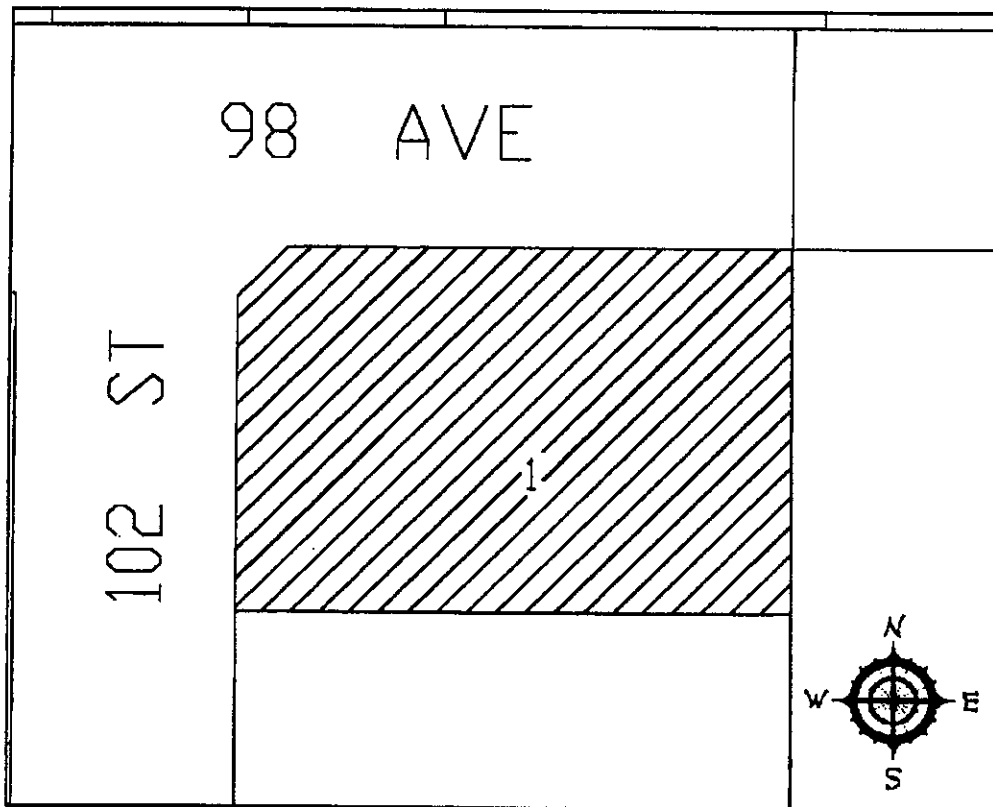
Carol Gabriel, Executive Assistant

BYLAW No. 673/08

SCHEDULE "A"

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

Plan 6076RS, Block 6, Lot 1 be rezoned from Hamlet Residential District 1 "HR1" to Hamlet Residential District 3 "HR3", within the Hamlet of La Crete.



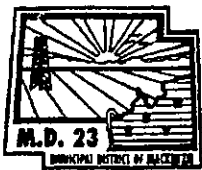
FROM: Hamlet Residential District 1 "HR1"

TO: Hamlet Residential District 3 "HR3"

Greg Newman, Reeve

Carol Gabriel, Executive Assistant

EFFECTIVE THIS _____ DAY OF _____, 2008.



LAND USE BYLAW AMENDMENT APPLICATION

APPLICATION NO. _____

NAME OF APPLICANT Ed Harder Construction Ltd.		
ADDRESS Box 1190		
TOWN La Crete AB		
POSTAL CODE T0H 2H0	PHONE (RES.) 8-3029	BUS. Cell 926-0660

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

LEGAL DESCRIPTION OF THE LAND AFFECTED BY THE PROPOSED AMENDMENT

QTR./LS.	SEC.	TWP.	RANGE	M.	OR	PLAN 6076RS	BLK 6	LOT 1
----------	------	------	-------	----	----	-------------	-------	-------

LAND USE CLASSIFICATION AMENDMENT PROPOSED:

FROM: NR1 TO: NR3

REASONS SUPPORTING PROPOSED AMENDMENT:

Propose rezoning to allow the construction of one (1) duplex on the property. The lot is large and can accommodate the required vehicle parking.

Location is seen as ideal due to being located between the schools.

At present very few lots of this zoning exist w/i La Crete and those that exist are not available for development as the landowners are not selling them.

Subdivision is not planned, existing mobile home will be removed.

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

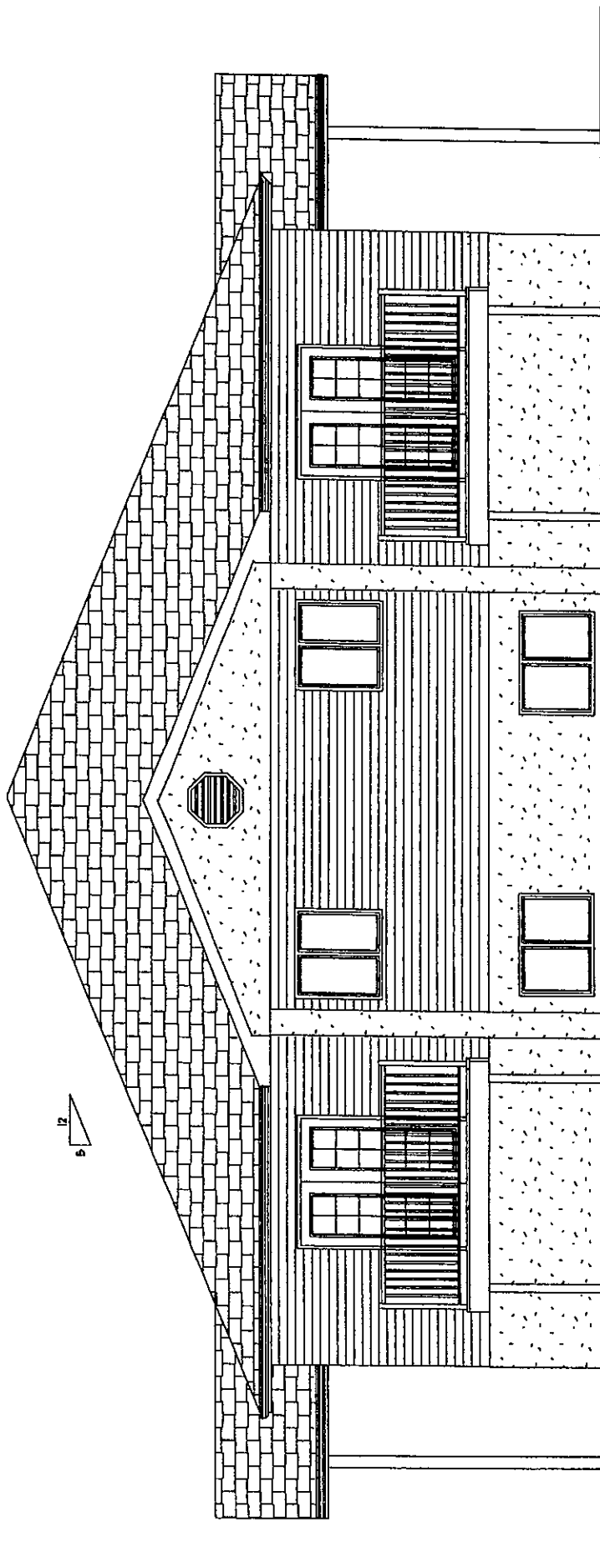
APPLICANT [Signature]

DATE April 2/08

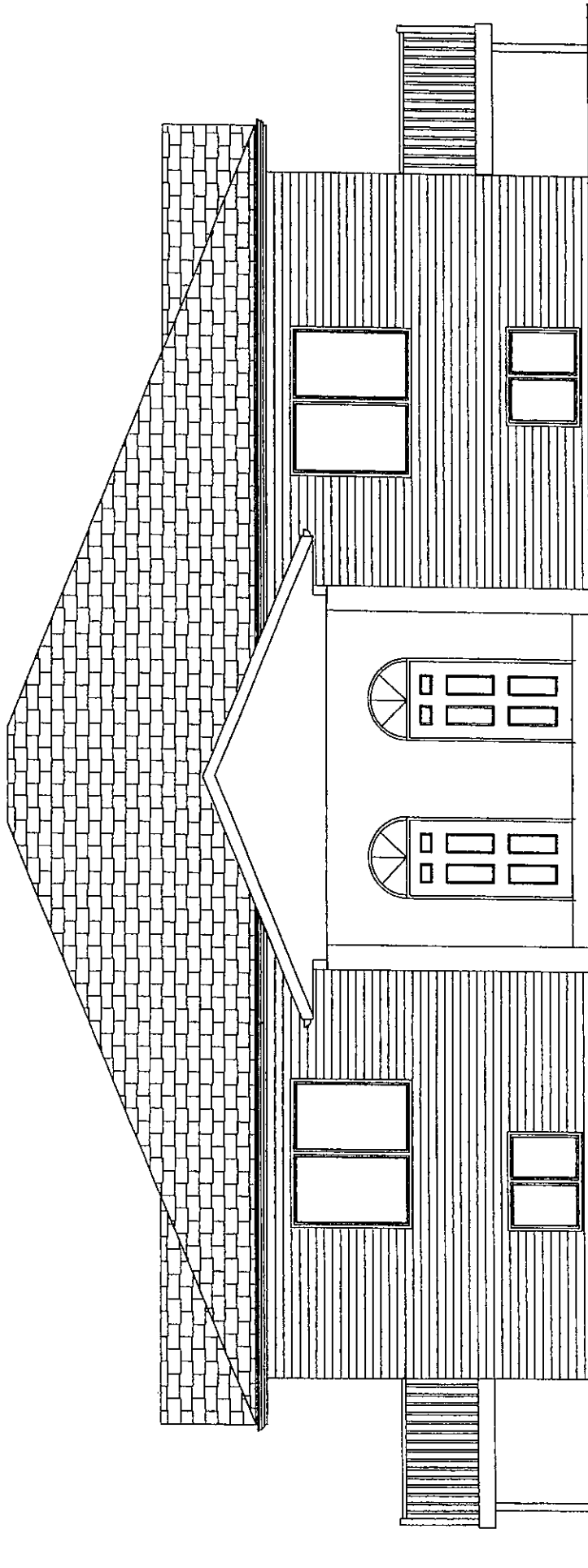
NOTE: REGISTERED OWNER'S SIGNATURE REQUIRED IF DIFFERENT FROM APPLICANT.

REGISTERED OWNER [Signature]

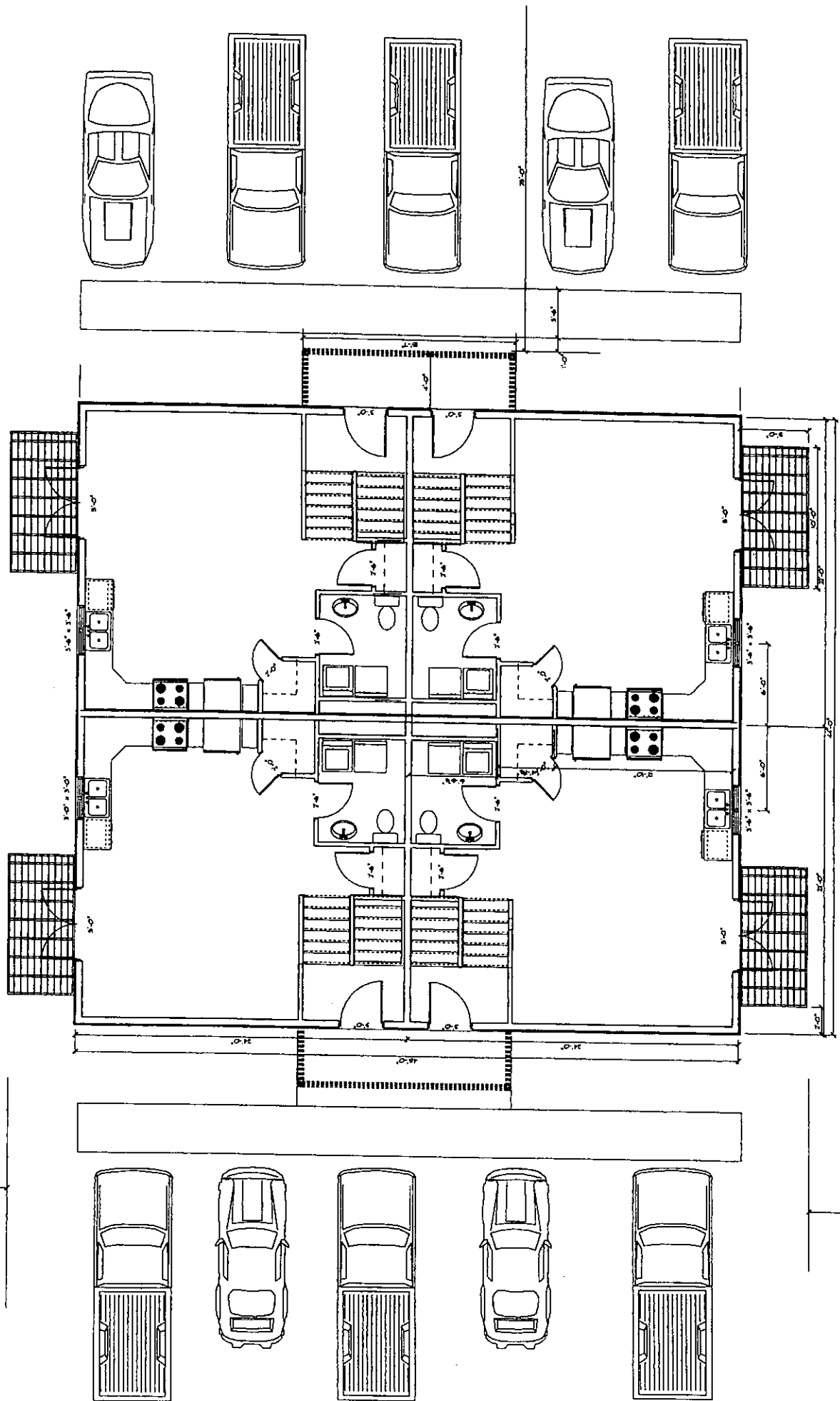
DATE _____

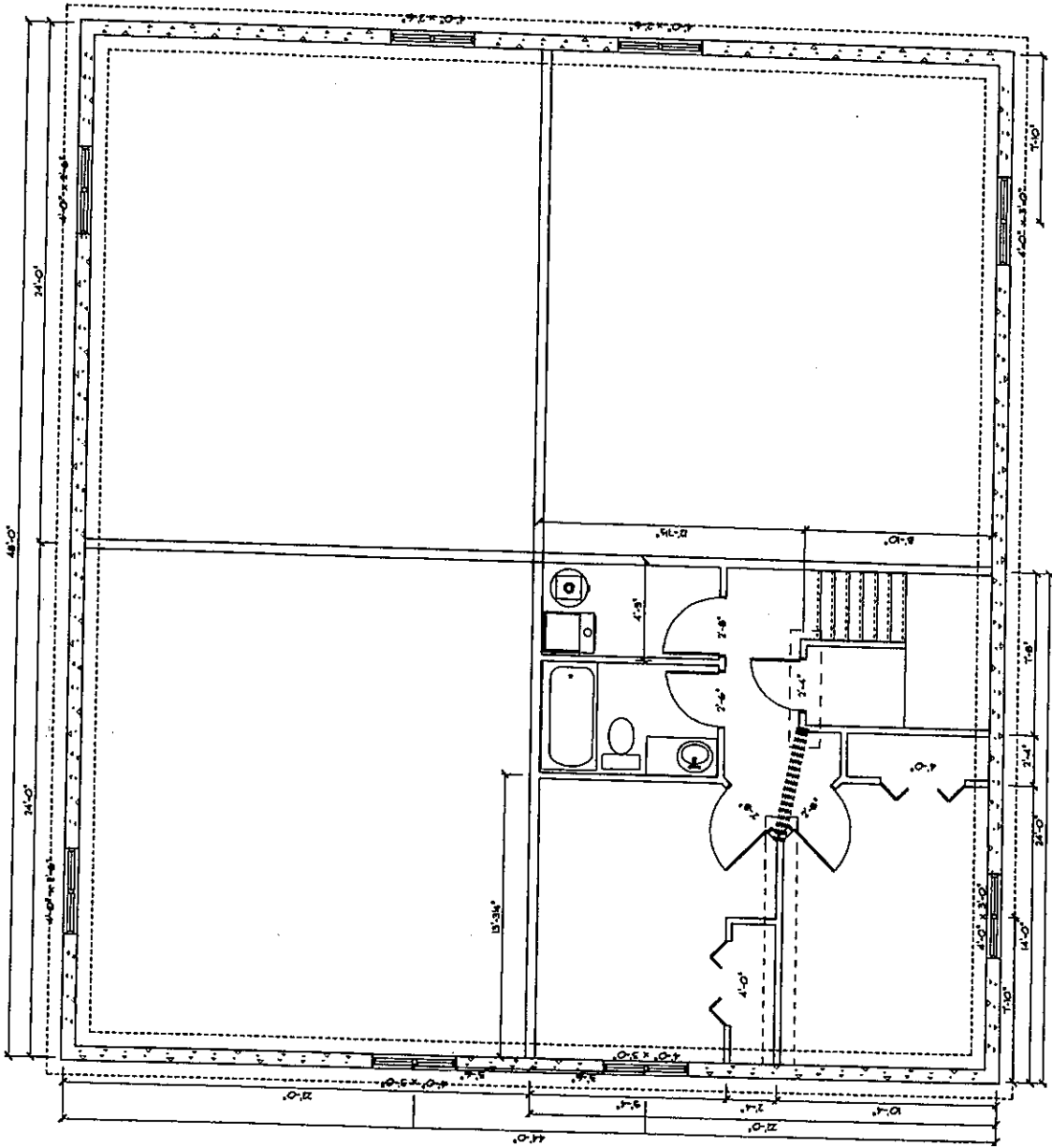


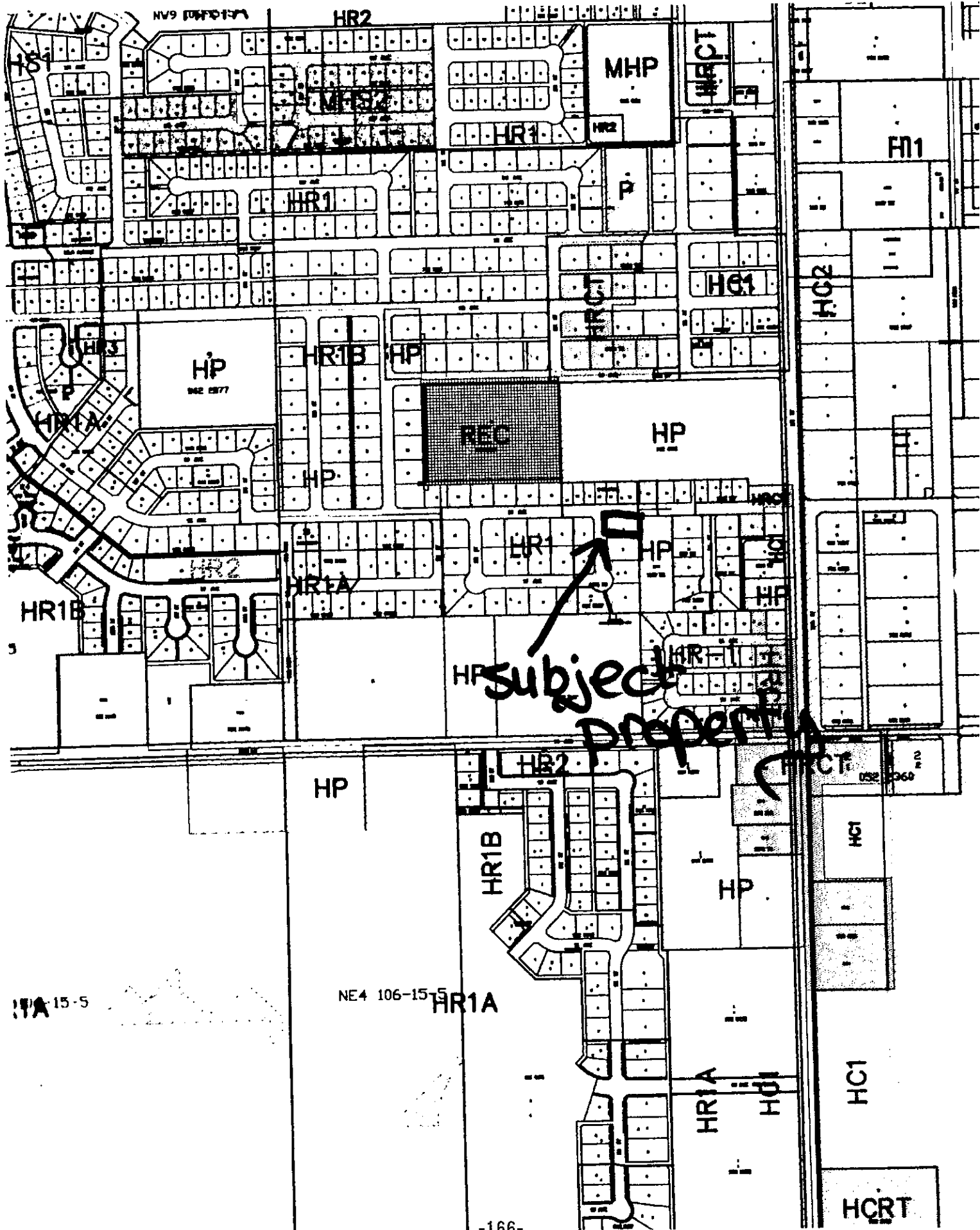
NORTH ELEVATION
SCALE: 1/8" = 1'-0"
1/4" = 1'-0"



West Elevation
Scale 1/4" = 1'-0"







NV9 10601-7A

HR2

MHP

HCRT

HC1

HC1

HC2

HP
NE2 1877

HR1B

HP

REC

HP

subject property

HR1B

HR1A

HP

HR2

HP

HR1B

HP

HC1

TA 15-5

NE4 106-15-5

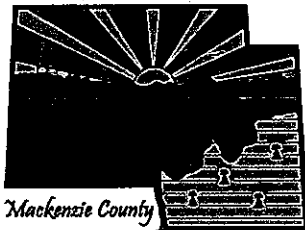
HR1A

HR1A

HC1

HC1

HCRT



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 6, 2008
Presented By:	Ryan Becker, Director of Planning and Emergency Services
Title:	Bylaw 674/08 - Land Use Bylaw Amendment to Rezone Section 15-109-19-W5M from Agricultural District "A1" to Residential Condominium District (RCD)

BACKGROUND / PROPOSAL:

Mackenzie County has received a request to rezone Section 15-109-19-W5M from Agricultural District 1 "A1" to Residential Condominium District "RCD" to accommodate a bare land condominium development with a golf course in Mackenzie County.

On April 23, 2008 Council approved a new district; Residential Condominium District "RCD" allows for serviced condominium developments which includes golf courses as discretionary uses.

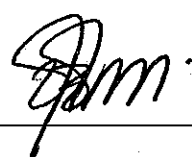
Del and Jane Kelly are proposing to develop "Firesky" a bareland condominium with a golf course on Section of 15-109-19-W5M. Section 15 is located south of the Town of High Level bordered on the east side by Bushe River Indian Reserve, Crown land directly to the north and private land owners to the west and south.

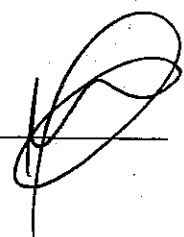
Currently there is only one access to this section of land and that through township road 109-2. The Kelly's proposal is to include a private road accessing from the north by range road 19-4 past Tolko's mill in High Level. This will essentially give "Firesky" Development two access routes.

OPTIONS & BENEFITS:

A Conceptual Scheme has been submitted by the Kelly's containing the location, physical features, vision, development plan, transportation, servicing & utilities, implementation, technical reports, summary of public consultation and a project timeline. The proposed condominium design is to include single family dwellings,

Author: Liane Lambert,
Development Officer

Reviewed By: 

CAO 

retirement homes and a future senior's care facility. "The Championship golf course is planned to be over 7600 yards in length and will embrace a natural parkland and links design".

The Kelly's have submitted a Land Use Bylaw Application to rezone Section 15-109-19-W5M from Agricultural District "A1" to Residential Condominium District "RDC".

RESIDENTIAL CONDOMINIUM DISTRICT (RCD)

1. PURPOSE

The purpose of this district is to provide for serviced residential condominiums units.

2. USES

No person shall use any lot or erect, alter or use any building or structure for any purpose except one or more of the following:

Permitted Use

- a) Single Detached Dwelling (Constructed on site, one dwelling per lot)
- b) Attached garage
- c) Ancillary buildings/structure less than 92m²

Discretionary Uses

- a) Ancillary building/Structure 92 m² or greater
- b) Park
- c) Public Use
- d) Semi-detached Dwellings (Constructed on site)
- e) Sign
- f) Detached Garage
- g) Golf Course
- h) Ponds

3. DISTRICT REQUIRMENTS

The following regulations shall apply to every development in this district:

LOT AREA

Minimum Condominium Plan Area:	0.2 ha (0.0.49 acres)
Minimum Condominium Plan Width	30 meters(98.4 ft)

Author: Liane Lambert,
Development Officer

Reviewed By: _____

CAO _____

Minimum Unit Area (Land)	300 m ² (3'229 ft ²)
Minimum Unit Width (Land)	9 m (29.52 ft)

MINIMUM SETBACKS

Minimum Front and Exterior Side Yard	7.0 meters(22.96 ft)
Minimum Rear Yard:	7.0 meters(22.96 ft)
Minimum Interior Side Yard:	3.0 meters(9.84 ft)
Minimum Separation Between Buildings:	3.0 meters(9.84 ft)
Minimum Common Landscape Area:	5%
Maximum Gross Density:	30 units/ha
Maximum Building Height:	10.5 meters(34.44 ft)
Minimum Landscape Area/Unit:	30%

4. OTHER REGULATIONS

In addition to the regulations listed above, other regulations with the Land Use Bylaw shall apply. These include regulations of sections 3, supplementary regulations of section 4, and the sign regulations of section 6.

5. SPECIAL REQUIRMENTS: LAND UNITS

The front yard for condominium land units may be measured from the edge of the road right-or-way. (Minimum 20 meter road right-of-way).

COSTS & SOURCE OF FUNDING:

Not Applicable

RECOMMENDED ACTION:

Motion

That first reading be given to Bylaw 674/08 being a Land Use Bylaw amendment to rezone Section 15-109-19-W5M from Agricultural District 1 "A1" to Residential Condominium District "RCD" to accommodate a Condominium and Golf Course Development in Mackenzie County.

Author: Liane Lambert,
Development Officer

Reviewed By: _____

CAO _____

BYLAW NO. 674/08

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

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

WHEREAS, Mackenzie County has adopted the Mackenzie County Land Use Bylaw, and

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

WHEREAS, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to amend the Mackenzie County Land Use Bylaw to accommodate a condominium development.

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

1. That the land use designation of the subject parcel known as Section 15-109-19-W5M be rezoned from Agricultural District "A1" to Residential Condominium District "RDC" as outlined in attached Schedule A.

First Reading given on the _____ day of _____, 2008.

Greg Newman, Reeve

Carol Gabriel, Executive Assistant

Second Reading given on the _____ day of _____, 2008.

Greg Newman, Reeve

Carol Gabriel, Executive Assistant

Third Reading and Assent given on the _____ day of _____, 2008.

Greg Newman, Reeve

Carol Gabriel, Executive Assistant

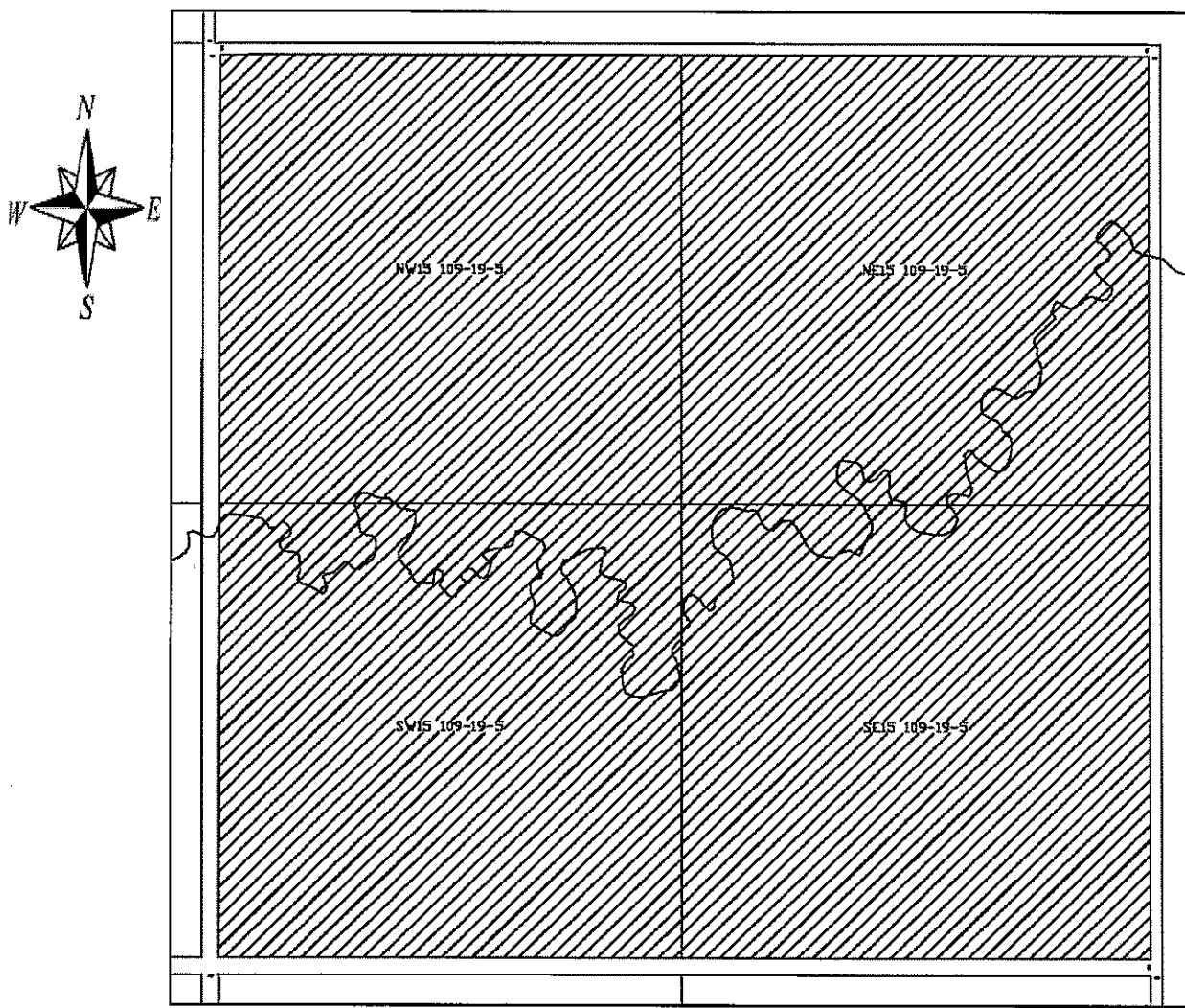
126)

BYLAW No. 674/08

SCHEDULE "A"

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

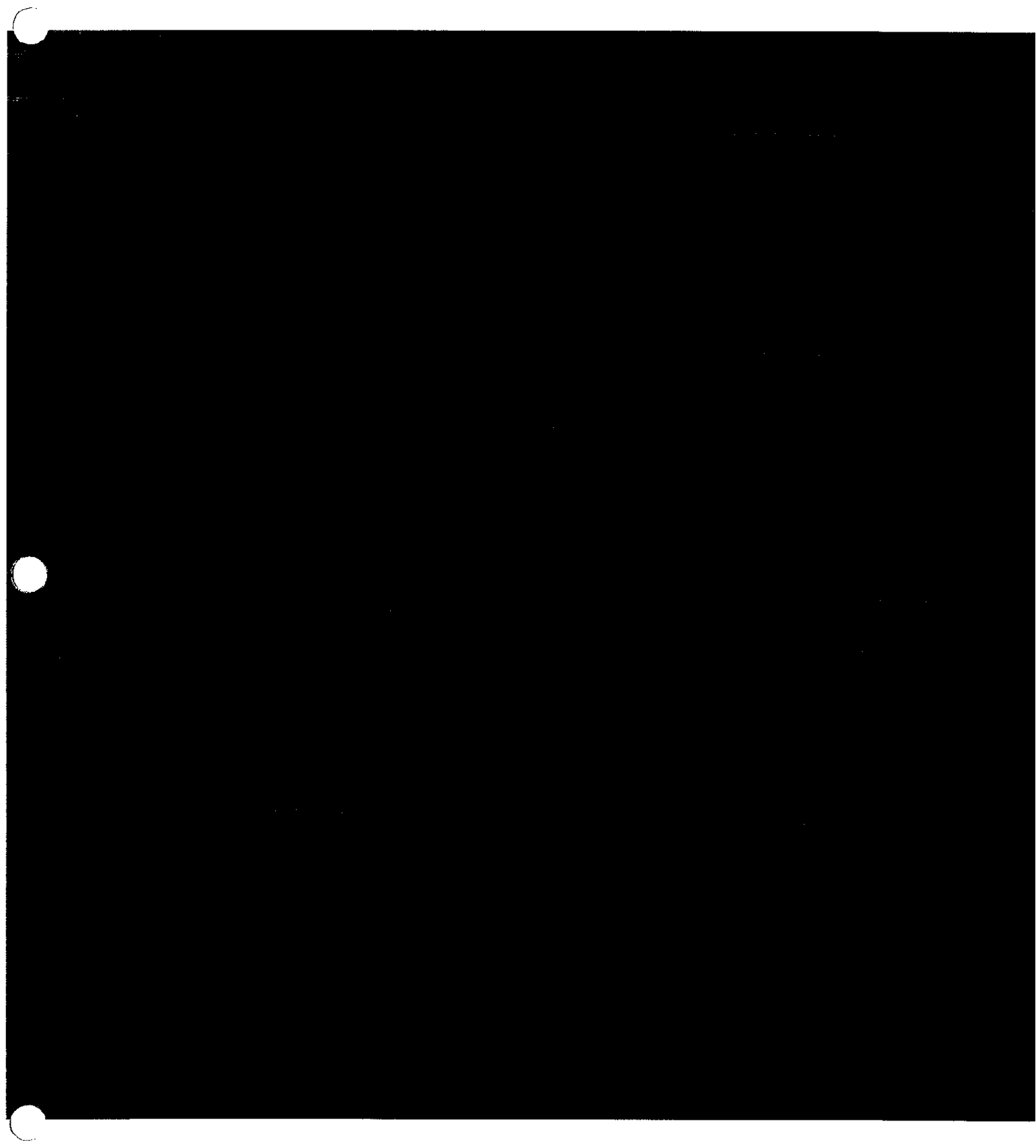
Section 15-109-19-W5M be rezoned from Agricultural District "A1" to Residential Condominium District "RCD" in Rural High Level.

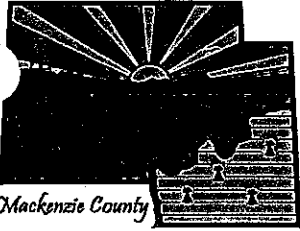


Greg Newman, Reeve

Carol Gabriel, Executive Assistant

EFFECTIVE THIS _____ DAY OF _____, 2008.





LAND USE BYLAW AMENDMENT APPLICATION

APPLICATION NO. 674/08

NAME OF APPLICANT <u>Liane and Delton Kelly</u>		
ADDRESS <u>Box 660</u>		
TOWN <u>High Level</u>		
POSTAL CODE <u>T0H 1Z0</u>	PHONE (RES.) <u>926-1947</u>	BUS. <u>841-7516</u>

COMPLETE IF DIFFERENT FROM APPLICANT

NAME OF REGISTER OWNER		
ADDRESS		
TOWN		
POSTAL CODE	PHONE (RES.)	BUS.

LEGAL DESCRIPTION OF THE LAND AFFECTED BY THE PROPOSED AMENDMENT

QTR./LS.	SEC.	TWP.	RANGE	M.	OR	PLAN	BLK	LOT
	<u>15</u>	<u>109</u>	<u>19</u>	<u>5</u>				

LAND USE CLASSIFICATION AMENDMENT PROPOSED:

FROM: Agriculture TO: Residential Condominium District

REASONS SUPPORTING PROPOSED AMENDMENT:

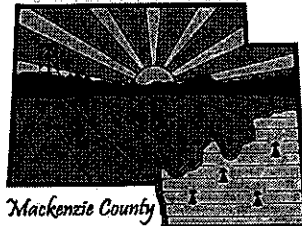
To allow for a golf course / residential "Base Land Condominium" development south east of High Level, Alberta.

I/WE HAVE ENCLOSED THE REQUIRED APPLICATION FEE OF \$ 150⁰⁰/xx RECEIPT NO. _____

APPLICANT Liane C. Kelly DATE April 17, 2008

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

REGISTERED OWNER _____ DATE _____



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 6, 2008
Presented By:	Ryan Becker, Director of Planning & Emergency Services
Title:	Bylaw 675/08 - Land Use Bylaw Amendment to Rezone Pt. of SW 6-110-13-W5M from Agricultural District 1 (A1) to Direct Control District 2 (DC2) (Fort Vermilion Rural)

BACKGROUND / PROPOSAL:

Mackenzie County has received a request to rezone Pt. of SW 6-110-13-W5M from Agricultural District "A1" to Direct Control District 2 "DC2" to accommodate a liquor store and a convenience store.

This application was presented to the Municipal Planning Commission (MPC) on April 24, 2008 where the following recommendation was made:

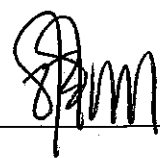
That the Municipal Planning Commissions recommendation to Council be for the refusal of Bylaw 675/08 being the rezoning of Pt. of SW 6-110-13-W5M from Agricultural District 1 "A1" to Direct Control District 2 "DC2" to accommodate a liquor store and a convenience store.

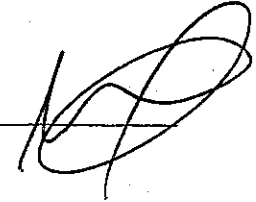
OPTIONS & BENEFITS:

The applicant is requesting to rezone a 10 acre parcel north of Highway 58 one mile west of the 12 mile corner to accommodate a new liquor/convenience store. The applicant is currently leasing the 12 Mile Liquor Store located directly south of the proposed location. The 12 mile Liquor Store is owned by Dianne Longard and Mike Fleuelling.

In 2003 a portion of NW 31-109-13-W5M was rezoned from Agricultural District to Direct Control 2 "DC2" to allow for a liquor/convenience store (12 Mile Liquor Store) along

Author: Liane Lambert, Development Officer

Reviewed by: 

CAO 

highway 58 just before the Fort Vermilion - Jean D'or Prairie junction, commonly known as the 12 mile corner. A temporary Development Permit was issued on Oct 28, 2003 to be reassessed after one year of operation, as there were some traffic concerns and possible potential crime issues. After the one year expired, the applicants applied for and were issued a permanent Development Permit. They received a long term temporary permit from Alberta Infrastructure and Transportation to retain the existing access as is. There were no reports on file of any issues or complaints received by the County.

The applicant feels that the owners of the 12 Mile Liquor Store are charging too much for him to operate a viable business, nor can he afford to purchase it at the asking price of 1,000,000.00. He proposes to rezone the 10 acres and move the liquor/convenience store business across the Highway on a piece of land that has been offered to him at a lower price.

The Planning Department is not in support of this rezoning based on the fact that the proposed rezoning does cancel out the existing Direct Control zoning on the NW 31-109-13-W5M. If the proposed zoning was allowed then there would be two liquor/convenience stores adjacent to each other across a major highway.

7.5 DIRECT CONTROL DISTRICT 2 "DC2"

The general purpose of this district is to control and regulate the development of adult type businesses.

A. DISCRETIONARY USES

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

B. DEVELOPMENT REGULATIONS

Development standards will be established at the discretion of Council having regard to the nature of the proposed land use and may include the following: lot and floor area; development setbacks; design, character and appearance of buildings; access; and parking.

Author: Liane Lambert,
Development Officer

Reviewed by:



CAO

C. SPECIAL PROVISIONS

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

D. LANDSCAPING

In accordance to Section 4.23 of this Bylaw.

COSTS & SOURCE OF FUNDING:

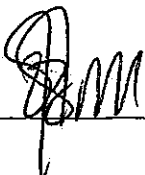
All costs will be borne by the applicant.

RECOMMENDED ACTION:

That first reading be REFUSED to Bylaw 675/08 being a Land Use Bylaw amendment to rezone Part of SW 6-110-13-W5M from Agricultural District 1 "A1" to Direct Control District 2 "DC2" to accommodate a liquor store and a convenience store.

Author: Liane Lambert,
Development Officer

Reviewed by:



CAO

BYLAW NO. 675/08

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

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

WHEREAS, Mackenzie County has adopted the Mackenzie County Land Use Bylaw, and

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

WHEREAS, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to amend the Mackenzie County Land Use Bylaw to accommodate a liquor/convenience store.

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

1. That the land use designation of the subject parcel known as Part of SW 6-110-13-W5M be rezoned from Agricultural District "A1" to Direct Control District 2 "DC2" as outlined in attached Schedule A.

First Reading given on the _____ day of _____, 2008.

Second Reading given on the _____ day of _____, 2008.

Third Reading and Assent given on the _____ day of _____, 2008.

Greg Newman, Reeve

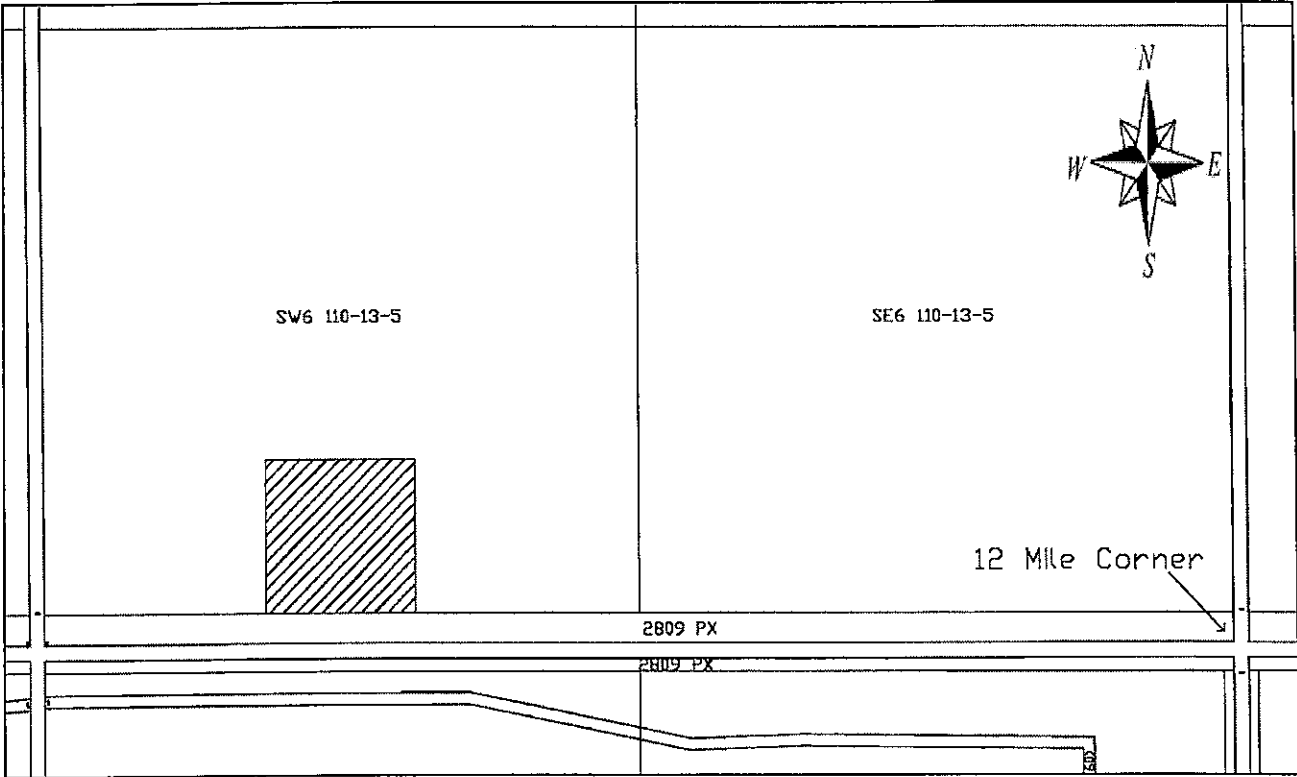
Carol Gabriel, Executive Assistant

BYLAW No. 675/08

SCHEDULE "A"

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

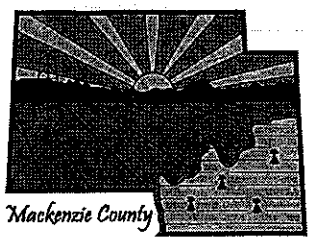
Part of SW 6-110-13-W5M be rezoned from Agricultural District "A1" to Direct Control District 2 "DC2" in Rural Fort Vermilion.



Greg Newman, Reeve

Carol Gabriel, Executive Assistant

EFFECTIVE THIS _____ DAY OF _____, 2008.



MACKENZIE COUNTY

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 6, 2008
Presented By:	Ryan Becker, Director of Planning and Emergency Services
Title:	Municipal Reserve Calculation for Urban Subdivisions

BACKGROUND / PROPOSAL:

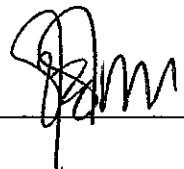
The provision of Municipal Reserve (MR) for urban subdivisions was presented to the Municipal Planning Commission for review at their April 24th, 2008 meeting where the following motion was made:

That a recommendation be made to council for Municipal Reserve to be accessed at current market value or appraised value.

OPTIONS & BENEFITS:

The provision of Municipal Reserve (MR) for urban subdivisions has been dealt with in several ways in the past; by provision of lands, by provision of money in lieu of land and by the deference till a future date when a larger, usable portion could be provided. The deference of MR tends to continue until very little lands remain and then the County receives lands that are not ideal in location for a park. As parks and playgrounds are key in all urban residential areas the Development Department is seeking to amend the process for obtaining MR lands.

In the past the provision of MR in the form of money in lieu has been calculated at the raw land assessed value as opposed to the current market value of the lands. This has provided the developers with a discounted alternative to the provision of lands and has resulted in increased costs for the County when parks are created. In order to encourage the developers to provide land for parks in residential areas consideration should be given to using the current market land value or the appraised land value to establish the MR amounts. This would result in lands being provided for MR or

Author: Marion Krahn, Development Officer Reviewed by:  CAO

adequate funds paid which could then be used by the County for the purchase of MR lands.

In rural areas the MR calculation is usually accurate as the lands are primarily zoned and used for agricultural purposes however in situations where the lands have been rezoned to Country Residential the agricultural assessment would not be correct. Consideration should be given to amending the MR calculation of all subdivisions to reflect the current market value or appraised value of the lands.

COSTS & SOURCE OF FUNDING:

N/A.

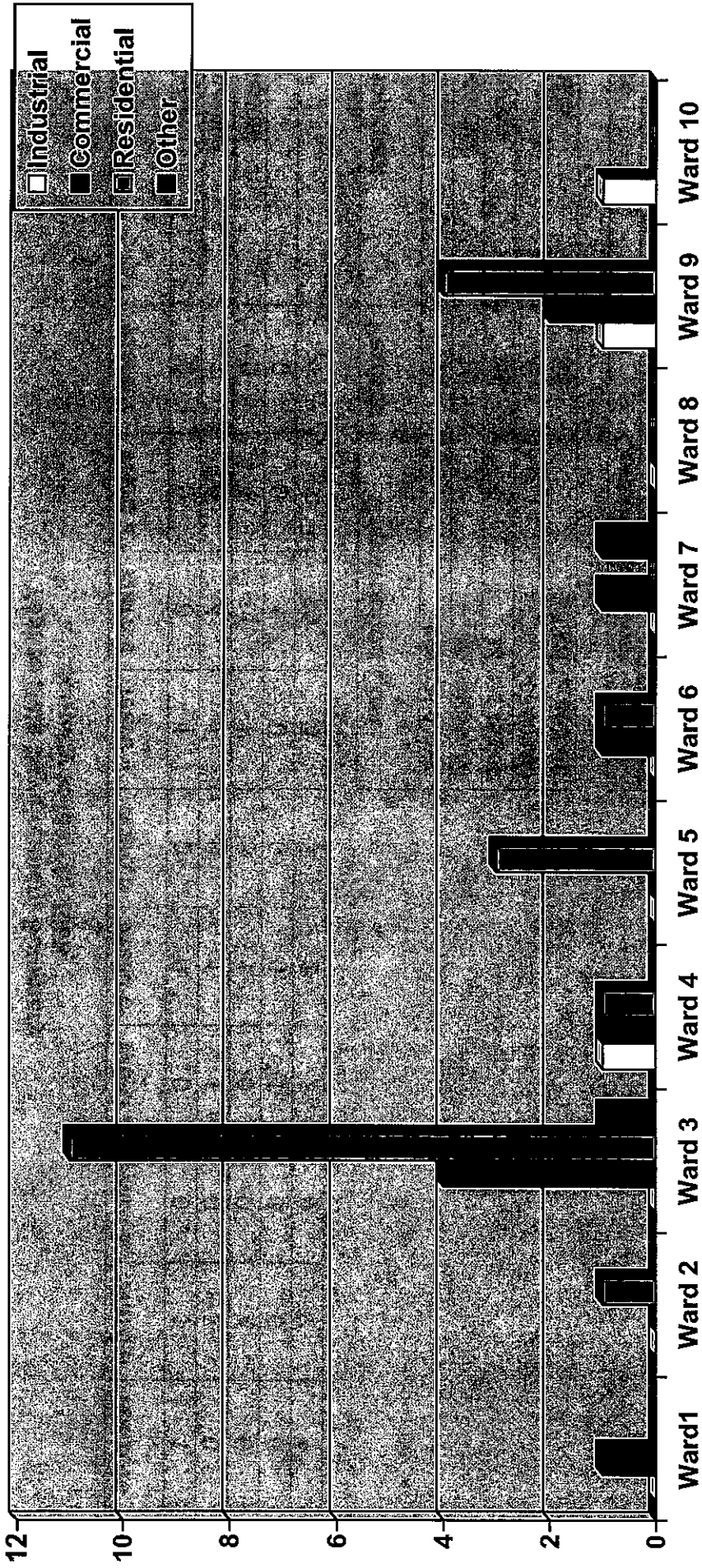
RECOMMENDED ACTION:

That the Municipal Reserve value for all subdivisions be calculated using the current market value of the lands or County take land.

Author: Marion Krahn,
Development Officer

Reviewed by: _____

CAO _____



Mackenzie County
 Development Summary Report
 January – March, 2008

2008

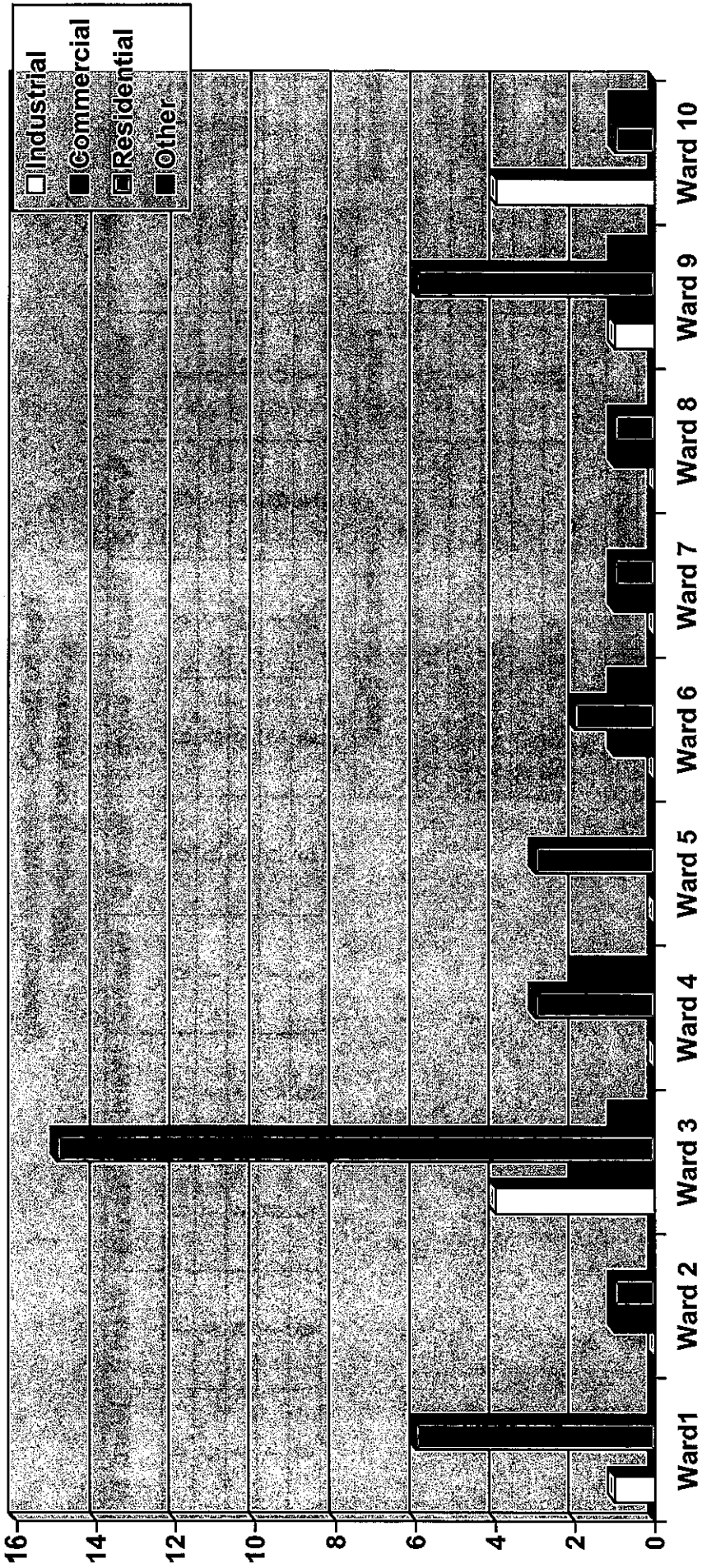
Mackenzie County
Year to Date Development Summary
January to March, 2008

Development	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	Ward 6	Ward 7	Ward 8	Ward 9	Ward 10	Total
Industrial	0	0	0	1	0	0	0	0	1	1	3
Commercial	1	0	4	1	0	1	1	0	2	0	10
Residential	0	1	11	1	3	1	0	0	4	0	21
Other	0	0	1	0	0	0	1	0	0	0	2
Total	1	1	16	3	3	2	2	0	7	1	36

Development	Permits	Construction Cost
Industrial	3	\$50,025,000.00
Commercial	10	\$2,099,000.00
Residential	21	\$1,325,463.00
Other	2	\$83,000.00
TOTALS	36	\$53,532,463.00

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Wards	Construction Cost
Ward 1	\$15,000.00
Ward 2	\$200,000.00
Ward 3	\$2,790,500.00
Ward 4	\$50,044,963.00
Ward 5	\$327,000.00
Ward 6	\$10,000.00
Ward 7	\$58,000.00
Ward 8	\$0.00
Ward 9	\$62,000.00
Ward 10	\$25,000.00
TOTAL	\$53,532,463.00



**Mackenzie County
Development Summary Report
January – March, 2007**

2007

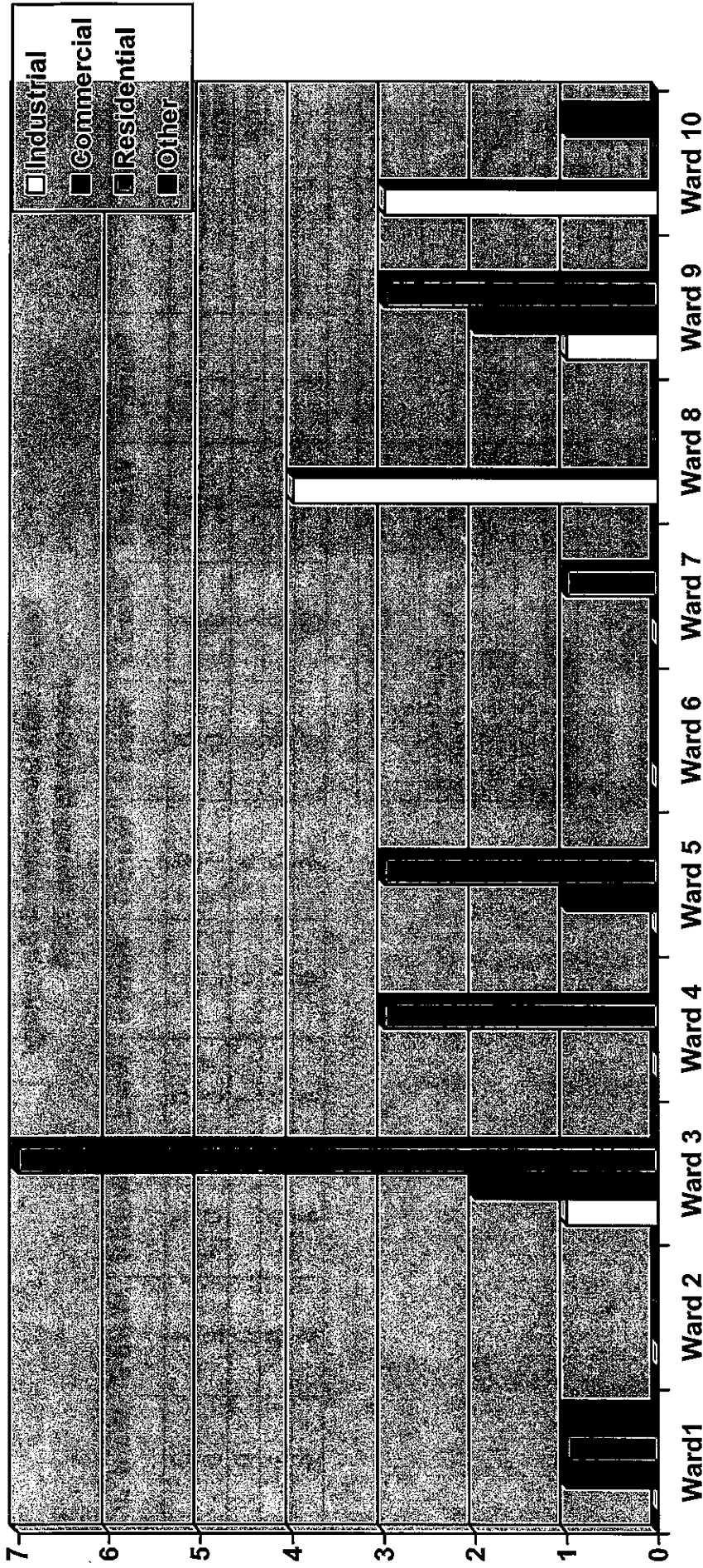
Mackenzie County
Year to Date Development Summary
January to March, 2007

Development	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	Ward 6	Ward 7	Ward 8	Ward 9	Ward 10	Total
Industrial	1	0	4	0	0	0	0	0	1	4	10
Commercial	0	1	2	0	0	1	1	1	1	0	7
Residential	6	1	15	3	3	2	1	1	6	1	39
Other	0	0	1	2	0	1	0	0	1	1	6
Total	7	2	22	5	3	4	2	2	9	6	62

Development	Permits	Construction Cost
Industrial	10	\$1,030,700.00
Commercial	7	\$494,520.00
Residential	39	\$3,028,500.00
Other	6	\$420,000.00
TOTALS	36	\$4,973,720.00

Wards	Construction Cost
Ward 1	\$309,200.00
Ward 2	\$84,520.00
Ward 3	\$1,856,000.00
Ward 4	\$690,000.00
Ward 5	\$385,000.00
Ward 6	\$0.00
Ward 7	\$0.00
Ward 8	\$24,000.00
Ward 9	\$750,000.00
Ward 10	\$875,000.00
TOTAL	\$4,973,720.00

061



**Municipal District of Mackenzie No. 23
 Development Summary Report
 January – March, 2006**

2006

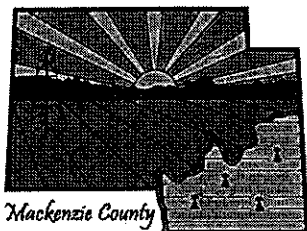
Municipal District of Mackenzie No. 23
Year to Date Development Summary
January to March, 2006

Development	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	Ward 6	Ward 7	Ward 8	Ward 9	Ward 10	Total
Industrial	0	0	1	0	0	0	0	4	1	3	10
Commercial	1	0	2	0	1	0	0	0	2	0	6
Residential	1	0	7	3	3	0	1		3	0	18
Other	1	0	0	0	0	0	0	0	0	1	1
Total	3	0	10	3	4	0	1	4	6	4	35

Development	Permits	Construction Cost
Industrial	5	\$2,280,000.00
Commercial	6	\$4,165,000.00
Residential	18	\$1,435,000.00
Other	2	\$60,000.00
TOTALS	35	7,940,000.00

Wards	Construction Cost
Ward 1	\$190,000.00
Ward 2	\$0.00
Ward 3	\$4,900,000.00
Ward 4	\$155,000.00
Ward 5	\$230,000.00
Ward 6	\$0.00
Ward 7	\$28,000.00
Ward 8	\$0.00
Ward 9	\$192,000.00
Ward 10	\$2,245,000.00
TOTAL	\$7,940,000.00

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MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 6, 2008
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Information/Correspondence

BACKGROUND / PROPOSAL:

The information/correspondence items will be presented on the meeting day.

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• FireSKY Golf Club Ltd.	197
• Navigable Waters Protection Act	199
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OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

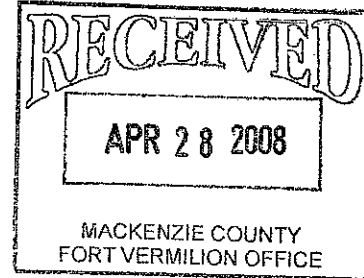
That the information/correspondence items be accepted for information purposes.

Author: C. Gabriel Review by: _____ CAO _____



April 23rd, 2008

Mr. William (Bill) Kostiw
Chief Administrative Officer
Mackenzie County
PO Box 640
Fort Vermilion AB
T0H 1N0



Dear Mr. Kostiw:

- Are you interested in bringing High Speed Internet to all areas or any un-served rural areas of your municipality?
- Are you interested in receiving funding from the Alberta Government for up to 100% of the costs for building the High Speed Internet infrastructure?
- Are you interested in generating an annual revenue stream for your municipality from this infrastructure?

If there are certain areas of your municipality that do not have access to High Speed Internet services, or if you are receiving complaints about an existing Internet Service Provider, we may have an opportunity for you. In addition to providing equal access to High Speed Internet for ALL your ratepayers, this would facilitate economic development and job creation in your community – all at no cost to your municipality!

Wild Rose Internet Services is a wireless Internet Service Provider ("ISP") that provides High Speed Internet services to rural homes, farms and businesses in various communities around Alberta.

We have completed a fair bit of research on a variety of Alberta Government funding programs which can be used by municipalities for various aspects of building the infrastructure for High Speed Internet services. Funding can be obtained for consulting services (such as assistance with researching various funds and applying for grants and / or surveying the community to confirm interest) as well as network design & construction and even some operational components. Furthermore, by combining various funding programs and ensuring certain structures & guidelines are followed, it may be possible for a municipality to receive up to 100% of the necessary funding.

Wild Rose Internet Services is willing to work with your municipality to develop a general outline of your High Speed infrastructure requirements, research various grant programs, ensure certain structures & guidelines are followed and then prepare various funding applications on your behalf. Furthermore, we are willing to complete this work at no cost or risk to your municipality (only if we're successful in obtaining consulting funds will we charge for the consulting services).



Then, if we're successful in obtaining the necessary design & construction funds, we would ask that you allow us to design / build the infrastructure and operate it on your behalf. Your municipality would own the infrastructure while we would provide the High Speed Internet services to your ratepayers. This means we would handle everything from sales & marketing to customer installations, technical support, network monitoring & maintenance, customer billing, quarterly reporting & revenue sharing back to your municipality, etc.

Even if we're successful in obtaining the design & construction funds but your municipality decides not to proceed with building the infrastructure, that is fine (there is no obligation for you to proceed). Once funding has been secured, you will also retain the right to complete and / or proceed with any phase of the project either on your own or with another ISP (simply pay us a termination fee). If we are not successful in obtaining the design & construction funds, your municipality has no further obligations of any kind. Simple as that!

Our objective is to enable High Speed Internet services for your ratepayers in those areas that do not currently have access to services – and to do so at no cost to your municipality. We will also provide a portion of the revenues back to your municipality which can be used to supplement your tax base or to reinvest in economic development or other community programs. Finally there might be an opportunity to turn one-time funding into an ongoing revenue stream!

If generating revenues are of particular interest, we could even expand the coverage area to deliver High Speed Internet services into those areas of your municipality that may already have services from another ISP. This would offer an alternative to your ratepayers (especially if they're not satisfied with their current provider) and it would increase the revenues flowing back to your municipality. Needless to say, we would also try to achieve this at no cost to your municipality.

If this may be of interest, please do not hesitate to contact the undersigned for more information at 403-202-1582 or by email at wpickard@wildrosenetworks.ca

We look forward to hearing from you!

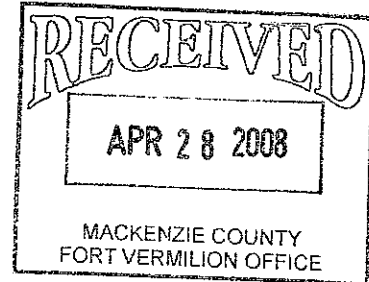
Sincerely,
Wild Rose Internet Services

Warren Pickard
President

FiresKY Golf Club Ltd.

April 23, 2008

George Schmidt
Mayor & Council
Town of High Level
10511—103 St.
High Level, Alberta
T0H 1Z0



Dear Mayor Schmidt and Council Members,

At Mackenzie County Council meeting held in LaCrete, April 23, 2008, County Reeve Greg Newman asked that Firesky forward a copy of the *Firesky Conceptual Scheme* to yourself and Town of High Level Council.

Please feel free to contact me if you have any questions regarding Firesky's *Conceptual Scheme* attached.

Thank you.

Sincerely,

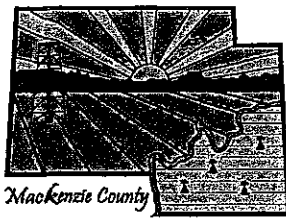
A handwritten signature in cursive script, appearing to read "Del Kelly". The signature is written in black ink and is positioned above a horizontal line.

Del Kelly
Firesky Golf Club & Estates

Cc: Greg Newman, Reeve, Mackenzie County
Bill Kostiw, CAO, Mackenzie County
Dean Krause, CAO, Town of High Level

*Box 660,
High Level, Alberta T0H 1Z0*

*Phone: 780-841-7516
e-mail: deljan@telusplanet.net*



Mackenzie County

P.O. Box 640, Fort Vermilion, AB T0H 1N0
Phone (780) 927-3718 Fax (780) 927-4266
www.mackenziecounty.com

April 18, 2008

Mr. Mervin Tweed
Chair
Standing Committee on Transport,
Infrastructure and Communities
House of Commons
Ottawa, ON
K1A 0A6

Dear Mr. Tweed:

RE: NAVIGABLE WATERS PROTECTION ACT

Mackenzie County is pleased to hear a review of the NWPA is underway and may now be able to address some matters of practical application and terminology. While Mackenzie County certainly supports protection of our pristine waters, natural habitat and aquatic wildlife, we feel the review could find ways to protect the above yet expedite the process saving time and money for all participants. Our County has many "structures" on small non-fish bearing seasonal streams and yet we spend thousands of dollars on impact assessments knowing full well there are no fish in the stream.

Therefore, we request that your Committee review the procedures for proper identification of these streams and allowance for expediting the access to construct. It would also be desirable to have this authority transferred to provincial or even municipal governments.

Thank you for your attention to this matter.

Yours sincerely,

William Kostiw
Chief Administrative Officer

pc: Don Johnson, President – AAMD&C
Chris Warkentin, MP – Peace River



Rocky Lane Agricultural Society
P.O. Box 582
Fort Vermilion, AB
T0H 1N0

President: Walter Sarapak

Vice President: Dawn Qrtok

To: Mackenzie County
From: Rocky Lane Agricultural Society

May 5, 2008

I am writing this letter on behalf of the Rocky Lane Agricultural Society and the community of Rocky Lane.

The Agricultural Society has been the driving force for both recreational and agricultural needs for residents of Rocky Lane and has been a beneficial factor for surrounding communities as well. Our organization and its board of directors have been working hard in getting the 30 km of groomed X-Country Ski Trails up and running. We maintain the trails year round for skiing in the winter and hiking trails in the summer. We employ students in the area teaching them valuable leadership qualities that will stay with them forever. We run the skating facility for the community and the school. We hold clinics for the residents of the county and have held races that have brought in participants from afar. Schools within Mackenzie County use the facility in all seasons. The Agricultural Society are the stewards to lands adjoining our land and can use these lands for expansion at a later time.

The Agricultural Society has ¼ section of land situated on the top of the river bank where we have erected an Indoor Riding Arena. This Arena is a heated 80'x150' building with sand footing and many inside extras. Also on this site is a 50x150 outdoor arena and a round pen. There are two other buildings that are used for concession and storage.

We have 3 sets of bleachers on the outside and have an enclosed area for 3 horseshoe pits. There is one other fenced in area that is used for children's activities.

At the present time this facility is used for our community to get together and has been used to house various Clinics and Summer Camps. At the present time there are a few youth groups such as the 4-H Clubs from Rocky Lane and LaCrete that use the facility on a regular basis as well as the Pony Club that use the facility for Clinics throughout the year and their Achievement Days. They have held horse poker rally's at the facility using the trials as well.

The Ag society has sponsored many people in the area to attend conferences and learning camps over the years as well. Our funding that we have received has gone to help encourage young people to be good leaders, both youth and adult and to incite them to come back to their communities and teach others what they have learned. They will be here to continue what this generation has started for their community.



Rocky Lane Agricultural Society
P.O. Box 582
Fort Vermilion, AB
T0H 1N0

President: Walter Sarupak

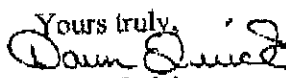
Vice President: Dawn Quick

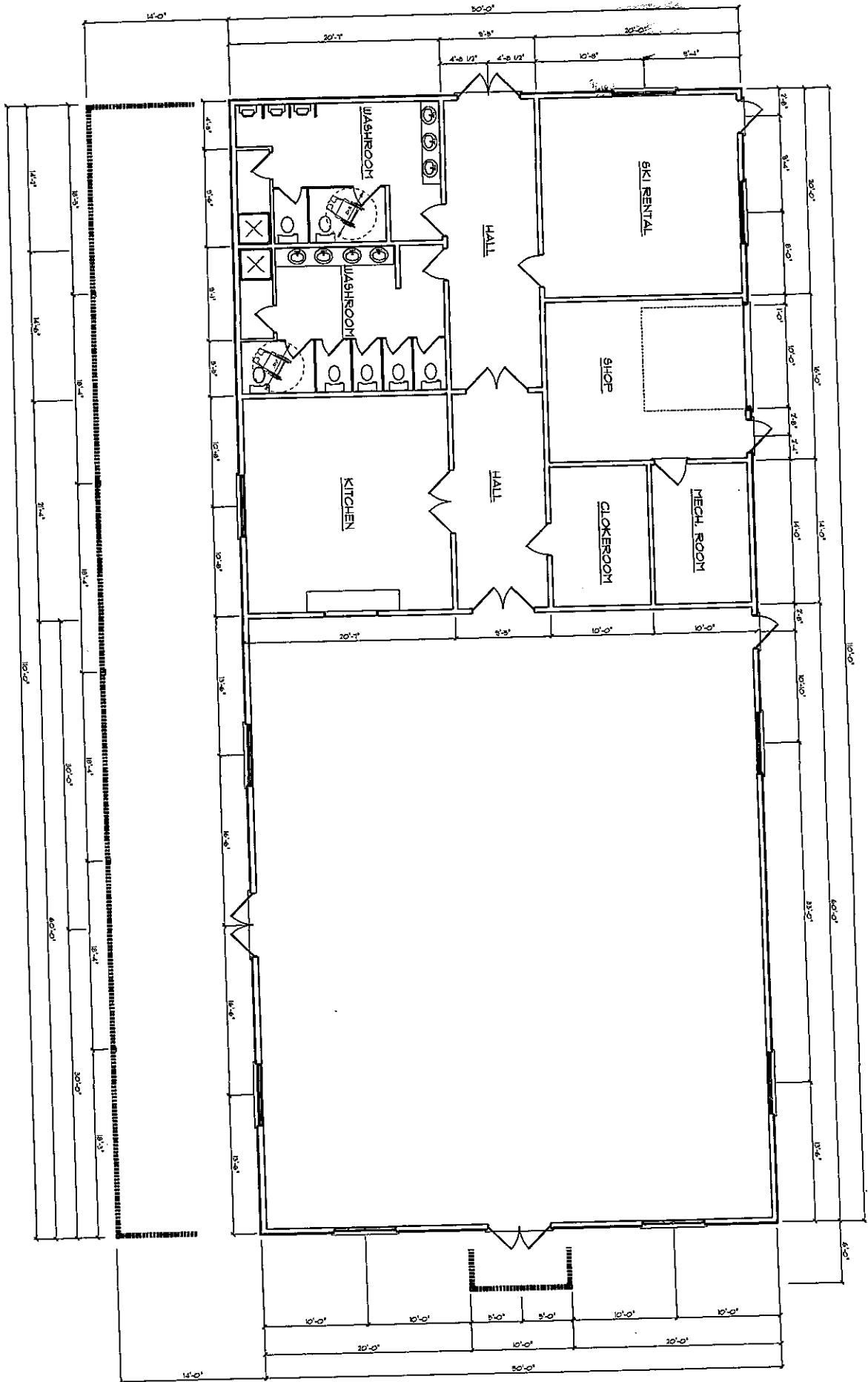
At this time we are looking to expand on what we have already started. At the present time the Board of Directors have been a long acting board and have committed time and energy into making our community site a place where all people from the Mackenzie County can use. Each community is unique in their own way and Rocky Lane can boast the same. We have the trails that are nestled in a river valley and on top of the hill we have the Arena.

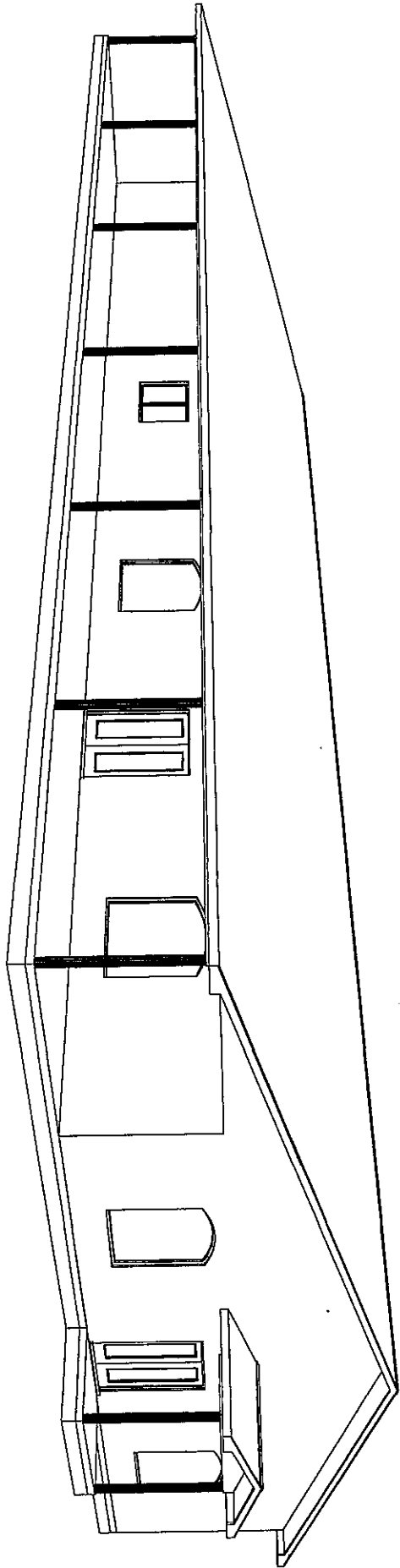
We are now looking to expand by building a facility to house a proper ski rental room closer to the actual trails, a kitchen area, washrooms, and hall.

We are now in the process of having the final drawings being completed. We have enclosed the preliminary drawings for your viewing. The cost of this project has been estimated at \$300,000.00. We have been looking into ways to fund raise and have come up with some great ideas. We will be applying for 150,000.00 in grants and will have 75,000.00 donations from the Community.

At this time we would like to ask for monetary support from the board of directors of Mackenzie County in the sum of \$75,000.00. We feel that this facility will not only benefit the Rocky Lane Community but will benefit the region as well. This facility when completed will be a perfect place for gatherings of all types. Rocky Lane has not had a facility for community use since the Batt Hall ceased to be used many years ago and even when it was being used there still was no running water or washroom or kitchen facilities. The area is growing and a facility such as this one being proposed is needed in this area. We have support of many members of the community and at this time the facility can be used in all seasons and for many different things and that is what we were waiting for before we attempted such a venture. With your support we can make this a reality for our community and our region. Our clientele for the Arena at the present time is growing rapidly for both youth and adults. We only want to improve on what is already started and with your assistance we can do this. If you would like to have more information please do not hesitate to contact myself or any of our directors. I would like to thank you in advance for your time and consideration in this venture that our board is so excited to get started on.

Yours truly,

Dawn Quick
Building Committee Chairperson







MACKENZIE COUNTY

P.O. Box 640, Fort Vermilion, AB T0H 1N0

Phone: (780) 927-3718; Fax: (780) 927-4266

Toll-free: 1-877-927-0677

Website: www.mackenziecounty.com

Email: office@mackenziecounty.com

2008 Grant Application

APPLICANT INFORMATION:

Legal name of organization Metis Local # 74 *(Friends of the Falcons)*

Society Non-profit company or corporation Other

Permanent address Box 72
Street address P.O. Box

Fort Vermilion, AB Postal Code: T0H 1N0

509042875 Feb 5/2007
Incorporation/Society number Date of Incorporation Length of time in operation

ORGANIZATION CONTACTS:

Contact for this application Mr./Mrs./Ms. Jedd Randle

Title Vice-President - Metis Local # 74

Telephone (work) (780) 927-3214 (home) (780) 841-9593 Fax (780) 927-4612

Email _____

List of executives: please attach a list of your current executive and/or board of directors, complete with names, positions/ titles, addresses and phone numbers (home and work).

FACILITY:

Name of facility Fort Vermilion Rodeo Grounds

Street address or legal description SE-11-108-13-5

Registered holder of land title M.D

Facility operator/leaseholder Crown Land

Do you have insurance coverage? Yes No

Not sure

PROJECT INFORMATION:

Nature of project Revitalization of Rodeo Grounds
Project description/details: please attach a detailed description of the work to be carried out, the need for this project, who will use it, and why you believe it should be funded.

~~35,000.00~~ 42,000.00 80,000.00 April 1, 2008 June 30, 2008
Grant amount requested Total project cost Project start date Project completion date
(Rounded to the nearest dollar) Please attach a breakdown of cost estimates for your project.

ORGANIZATION PROFILE:

0 0 0
Number of paid staff Number of paid full-time Number of paid part-time
8 1000 (Community) Fort Vermilion, Tall Cree
Number of volunteers Number of clients served last year Geographic region served
High Level

Are executive or board members paid: Yes No

PAST GRANTS:

In the past year, has your organization received a grant from the Mackenzie County?
Yes No If yes:

Date	Amount	Project Description
------	--------	---------------------

DEADLINE: Deadline for applications is **October 15th, 2007**. Late applications will not be accepted.

ADDITIONAL ITEMS:

Please attach the following information (mandatory for all applications):

- a) Last years' financial statements, audited if available;
- b) Operating budget for the year of financial request;
- c) Current year to date financial information
- d) Societies act registration number;
- e) Insurance coverage documentation;
- f) Detail of matching resources, including volunteer hours and any provincial/federal grants, fundraising;
- g) Purchasing policy/procedure;
- h) Honorariums and expenses paid to Executive or Board members.

FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT:

The personal information collected in the application cover sheets is for the administration of the Mackenzie County's grant process. The information you provide is to assist the administration with processing your organization's application and may only be disclosed as provided for in the Freedom of Information and Protection of Privacy Act. If you have any questions after reading this section, please contact the municipality's FOIPP coordinator at (780) 927-3718.

Proposal for Revitalization and Restoration of the Fort Vermilion
Rodeo Grounds
Metis Local # 74

The Fort Vermilion Metis Local # 74 would like to request a Grant from Mackenzie County for the Fort Vermilion Rodeo Grounds.

The Rodeo has always been an important part of the history in Fort Vermilion. Every Canada Day long weekend, the community held a Rodeo at the outdoor Rodeo Grounds and for the community and surrounding communities it was always supported, looked forward to and enjoyed. It is still talked about as an important past event and many miss the Rodeo, the sense of community and the effort that organizers put into July Rodeo.

The Metis Association would like to begin a project to restore and revitalize the Rodeo Grounds. They would like to rebuild all the fences, repair or replace the Grande Stands, bring the track and arena up to standard, replace the concession booth, parking and grounds. They would also like to buy steel chutes that could be used for indoor and the outdoor rodeo and complete the grounds so that the community of Fort Vermilion could once again bring Rodeos back into the area.

The Metis Association will begin work as soon as weather permits in the spring of 2008. Men and equipment from the community will begin to work on the grounds site hopefully by April 1, 2008.

In order to bring the Rodeo grounds up to standard, the following things will need to be done:

1. Rebuild fences- All fences that surround the arena, pens, race track, etc.
2. Grande Stands- Repair and build
3. Chutes –replace wood with portable steel chutes
4. Build new booths for concession with septic tanks and running water
5. Repair Race Track
6. Build holding pens, (1000) feet of holding pens.
7. Seed new grass in public areas, rotovate, level and reseed campground area
8. Build Roping and Calf Pens
9. Build Washrooms with running water for sinks and toilets, install septic tanks.
10. Build booths for amusements or other non-profit organizations.

We hope to bring the community together and restore a very important piece of Fort Vermillion history. The Rodeo grounds, once restored, will be the site of many community events, yearly rodeos and perhaps will also encourage young people to become in agricultural events, community 4H, barrel racing and rodeo events. Once the grounds are complete we hope to see more groups taking an interest in promoting youth activities in these areas and making use of the rodeo grounds.

With the purchase of Steel Chutes, we also hope to make these available for the Indoor Rodeo that used to be held every fall and perhaps see a Pro Rodeo come to Fort Vermillion which would be good for the La Crete Rodeo Association as well. There is currently the possibility of a group working towards the organization of a five year Memorial Indoor Rodeo for Kenton Randle. Having the outdoor rodeo will be the beginning of organizing people and getting the community ready for the organization of a Pro Rodeo.

Restoring or rebuilding the Rodeo Grounds will be a pretty significant accomplishment for our community and M.D. The Rodeo was a very important part of local culture and history. For both adults and youth, this project will create a site within the community that will be used for years.

It will encourage community togetherness, participation, pride and provide an opportunity for groups to work together.

The project needs to be funded because we are confident and have commitment from men and equipment to donate all the labor and all the equipment, but the cost for lumber and pens is quite extensive. As the cost of water, replacing buildings etc. is high, we would need funds to buy lumber and materials. We would also hope to put in running water so that the kitchen and bathrooms would be up to date and meet environmental standards.

The long term benefit for our youth is huge. Many students have expressed interest in getting involved in 4H, calf roping, barrel racing, and other rodeo sports. The Metis Association would support these activities and help organizations get involved in the start up of activities for youth. When the needs assessment was done, it did say that youth activities were really lacking and that this was a real area of weakness.

The benefits also include:

Cost Estimate for Chutes and Arena Area

Volunteers (12 people @ 2000.00/hr x 80 hours	\$20,000.00
Equipment:	
Tractor/Disc 8 hrs x 140.00	\$1,200.00
Tractor/Post Hole Digger 16 hrs x 65.00	\$1,100.00
Tractor/Rotor Driller & Harrows	\$1,100.00
Front End Loader work 80 hrs x 65.00	\$5,200.00
Holding Pens Lumber and Material 35.00/10 feet	\$3,500.00
Steel Chutes	\$10,000.00
Donation from Town	\$10,000.00
Grand Stands Repair & Build	\$6,000.00
Booths	\$5,000.00
Roping & Calf Pens	\$3,500.00
Kitchen/Bathroom (Septic Tanks/Water/Toilet)	\$10,000.00
Race Track repair & graded (16 hrs x 140.00)	\$2,200.00
Tractor & Harrows 20 hrs X 60.00)	\$1,200.00
Total	\$80,000.00

Total Cash on Hand - Volunteer labour + Equipment

labor	20,000.00
Donations	10,000.00
Equipment	12,000.00
	<hr/>
	42,000.00

Our request is for \$42,000.00

