

MACKENZIE COUNTY
REGULAR COUNCIL MEETING

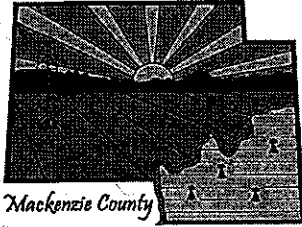
Tuesday, December 9, 2008
10:00 a.m.

Council Chambers
Fort Vermilion, Alberta

AGENDA

			Page
CALL TO ORDER:	1.	a) Call to Order	
AGENDA:	2.	a) Adoption of Agenda	17 members of the public
ADOPTION OF THE PREVIOUS MINUTES:	3.	a) Minutes of the November 26, 2008 Regular Council Meeting	11
BUSINESS ARISING OUT OF THE MINUTES:	4.	a) Vehicle & Equipment Purchase	
DELEGATIONS:	5.	a) Alex Morrison, Director of Safety Assurance Services (Municipal Affairs) – 1:15 p.m.	
		b) La Crete Health Committee – 1:45 p.m.	27
		c)	
GENERAL REPORTS:	6.	a) Municipal Planning Commission Meeting Minutes – November 5, 2008	31
		b) Parks & Recreation Committee Meeting Minutes – October 15, 2008	51
		c)	
PUBLIC HEARINGS:	7.	a) Bylaw 687/08 Municipal Reserve Closure and Sale Plan 052 2048, Block 4, Lot 3MR (La Crete) – 1:00 p.m.	57
TENDERS:	8.	a) None	
		Knelsen \$764,460.00	
		Ruel Bros \$913,867.00 / \$57,260.00	
		Fort Vermilion 2009 Road Improvements \$661,107.00	

OPERATIONAL SERVICES:	11.	a) ✓	Bylaw 690/08 Schedule B	173
		b) ✓	Grader Proposals 2009	177
		c)		
		d)		
PLANNING, EMERGENCY, AND ENFORCEMENT SERVICES:	12.	a) ✓	Municipal Accreditation	181
		b) ✓	John Kowal – Ponton School Fire Invoice	183
		c)	Zama City Outline Plan	193
		d)	Vanguard Realty (ADDITION)	
		e)		
		f)		
INFORMATION / CORRESPONDENCE:	13.	a)	Information/Correspondence Items	219
IN CAMERA SESSION:	14.	a)	Personnel	
		b)	Special Projects	
		c)	Legal	
		d)	Ambulance	
		e)	Inter-municipal Relations	
		f)		
		g)		
NEXT MEETING DATE:	15.	a)	Regular Council Meeting Tuesday, January 13, 2009 10:00 a.m. Council Chambers, Fort Vermilion, AB	
ADJOURNMENT:	16.	a)	Adjournment	



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 9, 2008
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Minutes of the November 26, 2008 Regular Council Meeting

BACKGROUND / PROPOSAL:

Minutes of the November 26, 2008 Regular Council meeting are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

That the minutes of the November 26, 2008 Regular Council meeting be adopted as presented.

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

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Wednesday, November 26, 2008
4:00 p.m.
Council Chambers
Fort Vermilion, AB**

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

ABSENT: Walter Sarapuk Councillor

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

ALSO PRESENT: Susan McNeil, The Echo

Minutes of the Regular Council meeting for Mackenzie County held on November 26, 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 4:02 p.m.

AGENDA: 2. a) Adoption of Agenda

MOTION 08-11-900 **MOVED** by Councillor Wardley

That the agenda be adopted as amended with the addition of:
10. i) La Crete Public School – Library Expansion
11. e) Hutch Lake Recreation Lease (SRD)
10. j) Edmonton City Centre Airport

- 10. k) Ranger Exercise
- 5. a) Steve Wright RCMP
- 11. f) La Crete Office Building
- 14. f) Graders
- 14. g) Health Board Appointments

CARRIED

DELEGATIONS:

- 5. a) Steve Wright – RCMP (ADDITION)

MOTION 08-11-901

MOVED by Councillor Neufeld

That 12. f) Enhanced Policing be added to the agenda.

CARRIED

12. f) Enhanced Policing (ADDITION)

MOTION 08-11-902

Requires Unanimous

MOVED by Councillor Toews

That Mackenzie County commit \$20,000 annually for the next four years for the enhanced dog portion of a police dog service.

CARRIED UNANIMOUSLY

**ADOPTION OF THE
PREVIOUS MINUTES:**

- 3. a) Minutes of the October 24, 2008 Special Council (Budget) Meeting

MOTION 08-11-903

MOVED by Councillor Neufeld

That the minutes of the October 24, 2008 Special Council (Budget) meeting be adopted as presented.

CARRIED

- 3. b) Minutes of the November 6, 2008 Regular Council Meeting

MOTION 08-11-904

MOVED by Councillor Wardley

That the minutes of the November 6, 2008 Regular Council meeting be adopted as presented.

CARRIED

**BUSINESS ARISING
OUT OF THE MINUTES:**

- 4. a) None

GENERAL REPORTS: 6. a) **Municipal Planning Commission Meeting Minutes – October 17, 2008**

MOTION 08-11-905 **MOVED** by Councillor J. Driedger

That the Municipal Planning Commission meeting minutes of October 17, 2008 be received for information.

CARRIED

PUBLIC HEARINGS: 7. a) **Bylaw 682/08 Land Use Bylaw Amendment to Rezone Plan 992 6294, Lot 1 (NE 7-109-19-W5M) from Agricultural District “A1” to Rural Industrial District (R11)**

Reeve Newman called the public hearing for Bylaw 682/08 to order at 4:39 p.m.

Reeve Newman asked if the public hearing for proposed Bylaw 682/08 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 October 14, 2008.

Reeve Newman asked if Council has any questions of the proposed Land Use Bylaw Amendment. A question was asked regarding notification to the Town of High Level. Mr. Becker responded that he believed they had been notified.

Reeve Newman asked if any submissions were received in regards to proposed Bylaw 682/08. No submissions were received.

Reeve Newman asked if there was anyone present who would like to speak in regards to the proposed Bylaw 682/08. No one was present to speak to the bylaw.

Reeve Newman closed the public hearing for Bylaw 682/08 at 4:41 p.m.

MOTION 08-11-906 **MOVED** by Deputy Reeve Braun

That second reading be given to Bylaw 682/08 being a Land Use Bylaw amendment to rezone Plan 992 6294, Lot 1 from Agricultural District 1 "A1" to Rural Industrial District 1 "RI1" to accommodate rural industrial development and security suite (residential dwelling).

CARRIED

MOTION 08-11-907

MOVED by Councillor Watson

That third reading be given to Bylaw 682/08 being a Land Use Bylaw amendment to rezone Plan 992 6294, Lot 1 from Agricultural District 1 "A1" to Rural Industrial District 1 "RI1" to accommodate rural industrial development and security suite (residential dwelling).

CARRIED

TENDERS:

8. a) None

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

9. a) None

**CORPORATE
SERVICES:**

10. a) **Bylaw 677/08 Borrowing Bylaw for the Construction of the La Crete Office Building**

MOTION 08-11-908
Requires 2/3

MOVED by Deputy Reeve Braun

That second reading be given to Bylaw 677/08 being a borrowing bylaw for the construction of the La Crete office building

CARRIED

MOTION 08-11-909
Requires 2/3

MOVED by Councillor J. Driedger

That third reading be given to Bylaw 677/08 being a borrowing bylaw for the construction of the La Crete office building

CARRIED

10. b) **Bylaw 690/08 Water and Sewer System**

MOTION 08-11-910
Requires 2/3

MOVED by Councillor Wardley

That first reading be given to Bylaw 690/08 being a bylaw for the

water and sewer system.

CARRIED

MOTION 08-11-911
Requires 2/3

MOVED by Councillor Froese

That second reading be given to Bylaw 690/08 being a bylaw for the water and sewer system.

CARRIED

MOTION 08-11-912
Requires Unanimous

MOVED by Reeve Newman

That consideration be given to go to third reading of Bylaw 690/08 being a bylaw for the water and sewer system.

CARRIED UNANIMOUSLY

MOTION 08-11-913
Requires 2/3

MOVED by Deputy Reeve Braun

That third reading be given to Bylaw 690/08 being a bylaw for the water and sewer system.

CARRIED

10. c) Request for Information from Northern Lights Gas Co-op

MOTION 08-11-914

MOVED by Councillor Neufeld

That the legal locations of the residents report, excluding names, be prepared and released to the Northern Lights Gas Co-op free of charge.

CARRIED

10. d) Veterinary Services Contract

Reeve Newman recessed the meeting at 5:00 p.m. and reconvened the meeting at 5:11 p.m.

MOTION 08-11-915

MOVED by Councillor D. Driedger

That the County renew the Veterinary Services Contract with Frontier Veterinary Service for a two year period with a one year extension option as presented.

CARRIED

10. e) Community Recreation Master Plan Proposal

MOTION 08-11-916

MOVED by Councillor Wardley

That the Community Recreation Master Plan Proposal be deferred to the next budget meeting.

CARRIED

10. f) Transportation Proposal

MOTION 08-11-917

MOVED by Councillor Watson

That the Transportation Proposal be deferred to the next budget meeting.

CARRIED

10. j) Edmonton City Centre Airport (ADDITION)

MOTION 08-11-918

Requires Unanimous

MOVED by Councillor Toews

That Mackenzie County send a letter to Mr. Doug Elniski in support of the Edmonton City Centre Airport.

CARRIED UNANIMOUSLY

10. g) Wop May Flight Re-enactment

MOTION 08-11-919

Requires 2/3

MOVED by Councillor Toews

That Mackenzie County support the 80th anniversary Wop May flight re-enactment with a donation in the amount of \$3,000.00 with funding coming from the Grants to Other Organizations Reserve.

CARRIED UNANIMOUSLY

10. h) Insurance for the Fort Vermilion Family and Community Support Services (FV FCSS)

MOTION 08-11-920

MOVED by Councillor Wardley

That the Fort Vermilion Family & Community Support Services application for insurance be accepted and approved for addition

to the Mackenzie County insurance policy as an Additional Named Insured.

CARRIED

10. i) La Crete Public School – Library Expansion Study (ADDITION)

MOTION 08-11-921
Requires Unanimous

MOVED by Deputy Reeve Braun

That Mackenzie County fund the architectural fees for the La Crete library expansion study to be funded from the Grants to Other Organizations Reserve as presented.

CARRIED UNANIMOUSLY

10. k) Ranger Exercise (ADDITION)

MOTION 08-11-922
Requires Unanimous

MOVED by Councillor Toews

That the ranger exercise be received for information.

CARRIED

OPERATIONAL SERVICES:

11. a) Public Works/Utilities Department Truck Purchase

MOTION 08-11-923

MOVED by Councillor Wardley

That Mackenzie County purchase a truck to address the ongoing problems with a shortage of heavy duty trucks in the Public Works/Utilities Department to be funded from the Fort Vermilion 2008 Vehicle & Equipment budget.

CARRIED

11. b) Wadlin Lake Caretaking Contract

MOTION 08-11-924

MOVED by Councillor Wardley

That the Wadlin Lake caretaking contract be awarded to the lowest qualified bidder, Abe & Rita Dyck, as per contract.

CARRIED

11. c) Tompkins Landing Ice-Bridge Advisory Committee Appointment

MOTION 08-11-925

MOVED by Councillor Watson

That three Councillors be appointed to the Tompkins Landing Ice-Bridge Advisory Committee and that a Terms of Reference be developed.

CARRIED

MOTION 08-11-926

MOVED by Deputy Reeve Braun

That the following Councillors be appointed to the Tompkins Landing Ice-Bridge Advisory Committee.

Nominated:
Councillor Neufeld
Councillor J. Driedger
Councillor Froese
Councillor D. Driedger

Elected:
Councillor D. Driedger
Councillor Neufeld
Councillor Froese

CARRIED

MOTION 08-11-927

MOVED by Councillor J. Driedger

That the ballots be destroyed.

CARRIED

11. d) Community Development Trust Fund

MOTION 08-11-928

MOVED by Councillor Wardley

That administration and the Government Liaison Committee make every effort to secure grant funding under the Community Development Trust Fund. (forestry).

CARRIED

11. e) Hutch Lake Recreation Lease – SRD (ADDITION)

MOTION 08-11-929

Requires Unanimous

MOVED by Councillor Wardley

That administration jointly pursue with the Town of High Level a recreation lease with Sustainable Resource Development (SRD) for Hutch Lake as a campground and day use area.

CARRIED UNANIMOUSLY

11. f) La Crete Office Building (ADDITION)

MOTION 08-11-930

Requires Unanimous

MOVED by Councillor Wardley

That the La Crete Office Building update be received for information.

CARRIED

Reeve Newman recessed the meeting at 6:10 p.m. and reconvened the meeting at 6:53 p.m.

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

**12. a) Bylaw 689/08 Land Use Bylaw Amendment to Rezone
Plan 052 3802, Block 37, Lots 4, 5 and 6 from Mobile
Home Subdivision District 1 "MHS1" to Hamlet
Residential District 1B "HR1B" (La Crete)**

MOTION 08-11-931

MOVED by Deputy Reeve Braun

That first reading be given to Bylaw 689/08 being a Land Use Bylaw amendment to rezone Plan 052 3802, Block 37, Lots 4, 5 and 6 from Mobile Home Subdivision District 1 "MHS1" to Hamlet Residential District 1B "HR1B" in La Crete.

CARRIED

**12. b) Blue Hills Fire/Public Works Station – Provincial Lease
Application**

MOTION 08-11-932

MOVED by Councillor D. Driedger

That administration be authorized to pursue a Miscellaneous Lease agreement (MLL) with Public Lands for a 25 acre parcel at the Tompkins Water Point for the purpose of a future fire/public works station with funding to come from the Tompkins Fire Reserve.

CARRIED

12. c) La Crete Deputy Fire Chief Appointment

MOTION 08-11-933

MOVED by Deputy Reeve Braun

That Daryl G. Derksen be appointed to the position of Deputy Fire Chief for La Crete Fire Rescue.

CARRIED

12. d) Name Change on all County Owned Land Titles

MOTION 08-11-934

MOVED by Councillor J. Driedger

That the address on all County owned land titles be changed to Mackenzie County, Box 640, 4511-46 Avenue, Fort Vermilion, AB T0H 1N0.

CARRIED

12. e) Municipal Accreditation

MOTION 08-11-935

MOVED by Deputy Reeve Braun

That the municipal accreditation be tabled to the December 9, 2008 Council meeting.

CARRIED

**INFORMATION/
CORRESPONDENCE:**

13. a) Information Correspondence Items

MOTION 08-11-936

MOVED by Councillor Watson

That the Seniors Lodge Feasibility Study review with MK Strategy Group be held on December 8, 2008 at 7:30 p.m.

CARRIED

MOTION 08-11-937

MOVED by Councillor Neufeld

That administration investigate and negotiate the La Crete Agricultural Society vandalism costs.

CARRIED

MOTION 08-11-938

MOVED by Councillor Toews

That administration proceed with appropriate Christmas greetings on local radio stations.

CARRIED

MOTION 08-11-939

MOVED by Councillor D. Driedger

That a letter of support be sent to the Regional Economic Development Initiative for the Regional Destination Marketing Organization.

CARRIED

MOTION 08-11-940

MOVED by Councillor J. Driedger

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

CARRIED

IN CAMERA SESSION:

MOTION 08-11-941

MOVED by Councillor Watson

That Council move in-camera to discuss issues under the Freedom of Information and Protection of Privacy Regulations 18 (1) at 7:18 p.m.

- 14. a) Personnel
- 14. b) Special Projects
- 14. c) Ambulance
- 14. d) Legal
- 14. e) Inter-municipal Relations
- 14. f) Graders
- 14. g) Health Board Appointments

CARRIED

MOTION 08-11-942

MOVED by Councillor J. Driedger

That Council move out of camera at 7:47 p.m.

CARRIED

14. a) Personnel

MOTION 08-11-943

MOVED by Councillor Watson

That the personnel update be received for information.

CARRIED

14. b) Special Projects

MOTION 08-11-944

MOVED by Councillor Neufeld

That the special projects update be received for information.

CARRIED

14. c) Ambulance

MOTION 08-11-945

MOVED by Councillor Wardley

That the Memorandum of Understanding with Peace Country Health and Alberta Health Services regarding the provision of EMS services be accepted as presented.

CARRIED

14. d) Legal

MOTION 08-11-946

MOVED by Councillor D. Driedger

That the legal update be received for information.

CARRIED

14. e) Inter-municipal Relations

MOTION 08-11-947

MOVED by Councillor Watson

That the inter-municipal relations update be received for information.

CARRIED

14. f) Graders

MOTION 08-11-948

MOVED by Deputy Reeve Braun

That administration take appropriate action in regards to graders as discussed.

CARRIED

14. g) Health Board Appointments

MOTION 08-11-949

MOVED by Councillor Froese

That the Health Board appointments be received for information.

CARRIED

NEXT MEETING DATE: 15. a) Regular Council Meeting

Regular Council Meeting
Tuesday, December 9, 2008
10:00 a.m.
Council Chambers, Fort Vermilion, AB

ADJOURNMENT: 16. a) Adjournment

MOTION 08-11-950 MOVED by Councillor Toews

That the Regular Council meeting be adjourned at 7:51 p.m.

CARRIED

These minutes will be presented to Council for approval on Tuesday, December 9, 2008.

Greg Newman
Reeve

William Kostiw
Chief Administrative Officer

DRAFT

La Crete Health Care Review Committee
Box 1017
La Crete, Alberta
T0H 2H0

Attn: Mackenzie County
Council Members
4511-46 Avenue
Box 640
Fort Vermilion, Alberta
T0H 1N0

Re: Request for Support

The community of La Crete has experienced exponential population growth in the past twenty years. During the past several months, the community has engaged a professional research consultant¹ to objectively assess the health care situation of the community, and to measure the population changes that have occurred from 1986 – 2006 (the last full year data was available from Statistics Canada).

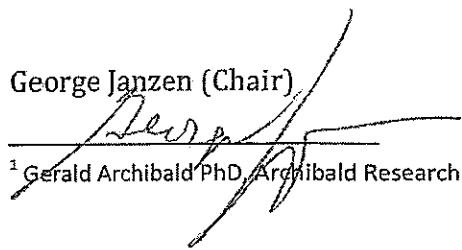
To summarize hundreds and hundreds of pages of the research recently conducted, the community is significantly under-serviced and the situation is becoming more serious every day. We know of situations that have occurred in our community that would make headlines elsewhere in the province (for example, the number of newborns that are born in vehicles because of the long distance to hospitals, especially those who live south of the community). **Health care is a huge problem that needs to be addressed. This is our number one community priority. We need your help.**

While we acutely realize the population has shifted significantly to the LaCrete region in the past 20 years, we are not asking you to endorse a full fledged hospital. Instead we are strongly advocating for a **Primary Health Care Centre (the detailed proposal and description of a Primary Care Centre was submitted to Council members in June).**

We respectfully ask for Council's support in our very important quest to build up our health services so that they adequately and appropriately meet the needs of our growing population. **We would appreciate Council showing support of our initiative towards establishing a Primary Health Care Center by signing the attached letter of support by December 30th 2008.**

Sincerely,

George Janzen (Chair)



¹ Gerald Archibald PhD, Archibald Research and Planning

Mackenzie County
4511-46 Avenue
Box 640
Fort Vermilion, Alberta
T0H 1N0

La Crete Health Care Review Committee
Attn: George Janzen
Box 1017
La Crete, Alberta
T0H 2H0

Re: Letter of Support

Dear Mr. Janzen,

The La Crete Health Care Review Committee has approached Mackenzie County requesting written support for their initiative towards establishing a Primary Health Care Center in La Crete, Alberta.

Over the past few years, the La Crete population has increased substantially, and this has contributed to the increased demand for improved health care facilities in the community.

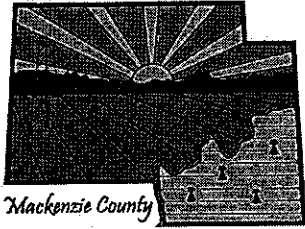
The County is aware of the extensive research conducted by the Review Committee as summarized in the following published reports:

1. A Review of Health Care in La Crete and Community (Report 1)
2. A Statistical Review of Growth Factors in the La Crete Region (Report 2)
3. Results of a Comprehensive Health Care Survey (Report 3)
4. A Proposal for a Primary Health Care Centre (Report 4)

In this regard, Mackenzie County is in full support of the La Crete Health Care Review Committee's initiative towards establishing a Primary Health Care Center in La Crete, Alberta.

Sincerely,

Greg Newman
Reeve
Mackenzie County



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 9, 2008
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Municipal Planning Commission Meeting Minutes November 5, 2008

BACKGROUND / PROPOSAL:

Information item. The adopted minutes of the November 5, 2008 meeting are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

That the Municipal Planning Commission meeting minutes of November 5, 2008 be received for information.

Author: C. Gabriel

Review By: _____

for
CAO *John*

**Mackenzie County
Municipal Planning Commission Meeting**

**La Crete Heritage Center
La Crete, Alberta**

Wednesday, November 5, 2008 @ 6:00 p.m.

PRESENT

Peter Braun	Chair, Councillor
Ed Froese	Councillor
Beth Kappelar	Vice-Chair, MPC Member
Jack Eccles	MPC Member (arrived at 5:57 p.m.)
Ryan Becker	Director of Planning and Emergency Services
Marion Krahn	Development Officer
Liane Lambert	Development Officer
Sarah Martens	Planning Administrative Support

ABSENT

Manfred Gross	MPC Member
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1. CALL TO ORDER

Ryan Becker called the meeting to order at 5:51 p.m.

2. ADOPTION OF AGENDA

MOTION 08-271 MOVED by Beth Kappelar

That the agenda be adopted with the following additions:

- 3) Elections
 - a) Chair
 - b) Vice-Chair

- 4c) Development Application 257-DP-08
Foothills Carpentry Ltd.; Professional Office – Building
Addition and Indoor Recreation Service
Plan 1160NY, Block 3, Lot 4; La Crete

- 4d) Development Application 260-DP-08
Abe Enns; Mobile Home Renovations
Plan 782 0147, Block 1, Lot 26

- 4e) Development Application 262-DP-08
Martin Dyck; Mobile Home with Addition and Renovations
Plan 062 6292, Block 30, Lot 29; La Crete

6d) Rezoning Request

6e) Municipal Government Board Appeal Decision

7a) Meeting Dates

3a. ELECTIONS

i) Chair

Ryan Becker called for nominations for the position of Chairperson.

Ed Froese nominated Peter Braun.
Peter Braun accepted.

Ryan Becker called for nominations a second time.
No nominations received.

Beth Kappelar moved that nominations cease.

Ryan Becker declared Peter Braun Chairperson by acclamation.

b) Vice-Chair

Ryan Becker called for nominations for the position of Vice
Chairperson.

Ed Froese nominated Beth Kappelar.
Beth Kappelar accepted.

Ryan Becker called for nominations a second time.
No nominations received.

Ed Froese moved that nominations cease.

Ryan Becker declared Beth Kappelar Vice Chairperson by majority
vote.

3b. ADOPTION OF MINUTES

MOTION 08-272 **MOVED** by Ed Froese

That the minutes of the October 17, 2008 Municipal Planning Commission meeting be adopted as presented.

CARRIED

4. DEVELOPMENT PERMIT APPLICATIONS

Development Permit applications to be discussed later on in the meeting.

5. SUBDIVISION

Subdivision applications 5a to 5f to be discussed later on in the meeting.

**g) Subdivision Proposal
SE 5-110-17-W5M; Blumenort
Nellie Klassen**

Nellie Klassen was present to discuss the subdivision proposal.

MOTION 08-273 **MOVED** by Beth Kappelar

That Nellie Klassen on SE 5-110-17-W5M be allowed to proceed with a subdivision application with the understanding that a decision cannot be made prior to the review of all pertinent subdivision information.

CARRIED

4. DEVELOPMENT

Development Permit applications 4a to 4d to be discussed later on in the meeting.

**e) Development Permit Application 262-DP-08
Martin Dyck; Mobile Home w. Addition and Renovations
Plan 062 6292, Block 30, Lot 29; La Crete**

Martin Dyck was present to discuss the development permit application.

MOTION 08-274 MOVED by Beth Kappelar

That Development Permit 262-DP-07 on Plan 062 6292, Block 30, Lot 29 in the name of Martin Dyck be approved with the following conditions:

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

1. The front of the mobile home shall be 7.62 meters (25 feet) from the front property line. The minimum front yard setback for the addition is: 7.62 meters (25 feet). The minimum setbacks for the side and rear yard are: 1.52 meters (5 feet) rear (west) yard; 1.52 meters (5 feet) side yards (north and south), from the property lines.
2. The mobile home shall be situated on the north side of the lot with the addition placed on the south side of the mobile home.
3. The undercarriage of the mobile home and addition shall be screened from view by skirting or such other means satisfactory to the Development Authority.
4. The architecture, construction materials and appearance of mobile home and addition shall be to accepted standards and shall compliment the natural features and character of the site to the satisfaction of the Development Authority.
5. The outside of the mobile home shall be renovated to include:
 - a. new siding, as required
 - b. new windows, as required
 - c. new doors, as required, and
 - d. new shingles, as required.The renovations shall be done to the satisfaction and discretion of the Development Authority. The Developer has until November 12, 2009 to finish the renovations in accordance with this permit.

6. The exterior of the mobile home and addition shall be similar in appearance and color.
7. Building to be connected to the Municipal water and sewer system and the cost of connection fees will be borne by the owner where applicable. Connection to municipal water and sewer shall be delayed until the renovation requirements of condition 5 and 6 are completed to the satisfaction of the Development Authority.
8. The Municipality has assigned the following address to the noted property 10110-112 Street. You are required to display the address (10110) 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.
9. Provide adequate off street parking as follows: The minimum parking shall be 300 square feet per vehicle owned plus an additional 500 square feet for off street parking. *“One parking space, including the driveway area, shall occupy 300 square feet.”*
10. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
11. No construction or development is allowed on a right-of-way.

CARRIED

- a) **Development Permit Application 252-DP-08
Raymond Scoular; Oil & Gas (Industrial Camp 18 man)
Plan 882 1687, Block 8, Lot 19 (941- Pine Ave); Zama**

MOTION 08-275 **MOVED** by Ed Froese

That Development Permit 252-DP-07 on Plan 882 1687, Block 8, Lot 19 in the name of Raymond Scoular be approved with the following conditions:

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

1. **Minimum building setbacks:**
 - a. **9.1 meters (30 feet) front yard;**
 - b. **4.5 meters (15 feet) rear yard;**
 - c. **3.0 meters (10 feet) side yard, from the property lines.**

2. **Construction commenced prior to the approval of the Development permit, therefore the developer shall pay the penalty fee of 1% the construction value, totaling \$1000.00.**
3. Provide adequate off street parking as follows: The minimum parking standards are one (1) stall per bed; one (1) stall per 45 square meters of building area used for kitchen and/or office space. **Therefore 19 stalls are required for this development.** *“One parking space, including the driveway area, shall occupy 91.4 meters (300 square feet).”*
4. Camp to be connected to the Municipal water and sewer system and the cost of connection fees will be borne by the owner where applicable.
5. Back-flow prevention valves (stop valves) shall be installed by the developer at the developer’s expense.
6. Prior to commencement of any construction, contact Dave Crichton, Regional Supervisor at 841-1683 to identify water line size for service and fire protection.
7. 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 the Counties standards and at the developer’s expense.
8. **Prior** to moving the Industrial Camp to the subject site, provide a notification of the relocation route to Mackenzie County. Contact the Operational Services Department at (780) 928-3983 regarding proper times and procedures.
9. The total site area (lot) shall have a positive surface drainage that does not adversely affect the surrounding neighbors.

CARRIED

**b) Development Permit Application 255-DP-08
Virginia Smith; Mobile Home New, Replace Old Mobile Home
Plan 2938RS, Block 7, Lot 13 (5104-48th Ave); Fort Vermilion**

MOTION 08-276 **MOVED** by Jack Eccles

That Development Permit 255-DP-07 on Plan 2938RS, Block 7, Lot 13 in the name of Virginia Smith be approved with the following conditions:

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

1. **Minimum building setbacks:**
 - a. **25 feet (7.6 meters) front yard;**
 - b. **5 feet (2.2 meters) side,**
 - c. **8 feet (2.4 meters) rear yard from the property lines.**
2. The architecture, construction materials and appearance of ancillary buildings and other structures shall compliment the natural features and character of the site to the satisfaction of the Development Officer.
3. The Mobile Home shall conform to the Alberta Building Code.
4. The undercarriage of the mobile home shall be screened from view by skirting or such other means satisfactory to the Development Authority.
5. The Municipality has assigned the following address to the noted property **5104-48th Ave**. You are required to display the address (**5104**) to be clearly legible from the street and be on a contrasting background. The minimum size of the characters shall be four inches in height.
6. Provide adequate off street parking as follows: The minimum parking shall be 300 square feet per vehicle owned plus an additional 500 square feet for off street parking. *“One parking space, including the driveway area, shall occupy 300 square feet.”*
7. Building to be connected to the Municipal water and sewer system and the cost of connection fees will be borne by the owner.

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 affect the neighbouring properties.

CARRIED

- c) **Development Permit Application 257-DP-08
Foothills Carpentry Ltd.; Professional Office – Building
Addition and Indoor Recreation Service
Plan 1160NY, Block 3, Lot 4; La Crete**

MOTION 08-277 **MOVED** by Beth Kappelar

That Development Permit 257-DP-08 on Plan 1160NY, Block 3, Lot 4 in the name of Foothills Carpentry Ltd. Be approved with the following conditions:

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

1. **A variance has been granted to allow the operation of the indoor recreation service (gym) in the basement of the proposed building.**
2. **A variance of the public parking requirement has been granted as outlined in condition 4.**
3. Provide adequate off street parking as follows: minimum parking standards are 11 additional public parking stalls, 1 space per each full time employee and 1 space for every 2 part time employees. *“One parking space, including the driveway area, shall occupy 27.87 square meters (300 square feet).”*
4. **The exterior staircase located on the east end of the building shall remain unenclosed and must be a minimum of 2 feet from the east property line.**
5. **PRIOR to any change of occupancy, the developer is required to obtain a new development permit.**

6. **Provision of ventilation for the operation of the indoor recreation service (gym) in accordance with Safety Codes requirements.**
7. Minimum building setbacks: 9.1 meters (30 feet) front (north) yard; 6.1 meters (20 feet) rear (south) yard; 1.52 meters (5 feet) side yard (east) yard, from the property lines.
8. New construction only. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall compliment the natural features and character of the site to the satisfaction of the Development Authority.
9. Building to be connected to the Municipal water and sewer system and the cost of connection fees will be borne by the owner.
10. Prior to commencement of any construction, contact John Klassen, Director of Environment Services, at 780-928-3983 to identify water line size for service and fire protection.
11. PRIOR to installation of any new access or changing location of existing access, complete a Request for Access form by contacting the Road/Maintenance Department for Mackenzie County at 780-928-3983. Access to be constructed to Mackenzie County standards and at the developer's expense.
12. The municipality has assigned the following address to the noted property 10013-100th Avenue. **Individual suite numbers will be assigned by the County at such time as further information of the building units is received.** You are required to display the address (10013) 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.
13. No construction or development is allowed on a right-of-way.
14. The total site area shall have a positive surface drainage without adversely affecting the neighbouring properties.

CARRIED

**d) Development Permit Application 260-DP-08
Abe Enns; Mobile Home Renovations
Plan 782 0147, Block 1, Lot 26; La Crete**

MOTION 08-278 **MOVED** by Jack Eccles

That Development Permit 260-DP-08 on Plan 782 0147, Block 1, Lot 26 in the name of Abe Enns be approved with the following conditions:

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

1. The renovations shall meet all Alberta Safety Code requirements for Residential Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.
2. Any exterior renovations/changes require that the architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall compliment the natural features and character of the site to the satisfaction of the Development Authority.
3. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Road/Maintenance Department for Mackenzie County at 780-928-3983. Access to be constructed to Mackenzie County standards at the developers' expense.

CARRIED

5. SUBDIVISION

**a) Subdivision Application 52-SUB-07
SE 2-108-14-W5M; Blumenort
Peter Wieler**

MOTION 08-279 **MOVED** by Ed Froese

That a time extension be granted to March 1, 2009 for subdivision application 52-SUB-07 on SE 2-108-14-W5M in the name of Peter Wieler.

CARRIED

**b) Subdivision Application 54-SUB-07
NE 12-104-16-W5M; Tompkins Landing Area
Barlow Surveying Inc. (Danny and Tina Buller)**

MOTION 08-280 **MOVED** by Beth Kappelar

That a time extension be granted for 54-SUB-07 on NE 12-104-15-W5M in the name of Barlow Surveying Inc. (Danny and Tina Buller) to expire June 30, 2009. No further time extensions for this subdivision will be granted.

CARRIED

**c) Subdivision Application 10-SUB-08
NW 16-110-19-W5M; High Level Rural
Bill and Laretta Jenkins**

MOTION 08-281 **MOVED** by Jack Eccles

That 75% of the application fee for subdivision 10-SUB-08 be refunded to Bill & Laretta Jenkins this being a total of \$675.00.

CARRIED

**d) Subdivision Application 24-SUB-08
NE 31-105-13-W5M; Airport Road/88 Connector Area
Jeffery Dean Teichroeb**

MOTION 08-282 **MOVED** by Beth Kappelar

That subdivision application 24-SUB-08 in the name of Jeffery Dean Teichroeb, on NE 31-105-13-W5M be approved with the following conditions:

1. This approval is for a single lot subdivision, 11.71 acres (4.74 hectares) in size.
2. Applicant/developer shall enter into a Developer's Agreement with the Mackenzie County which shall contain, but is not limited to:
 - a. Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.

- b. Provision of access to the subdivision and the balance of the quarter in accordance with Mackenzie County standards at the developer's expense.
- c. All sewage disposals shall conform to the Alberta Private Sewage Treatment and Disposal Regulations.
- d. Provision of a storm water management plan. Contact Marion Krahn, Development Officer, at 780-928-3983 to discuss the requirements for your subdivision.
- e. Provision of municipal reserve in the form of money in lieu of land. Specific amount is based on 10% of the subject land and on the current market value. The current market value for this property is \$1,995.00 per acre. Municipal reserve is charged at 10%, which is \$199.50 per subdivided acre. 11.71 acres times \$199.50 equals \$2,336.15.
- f. Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.
- g. Provision of utility right-of-way as required by Northern Lights Gas Co-op.
- h. Subdivision must meet ATCO Electric's conditions as follows:
 - i. Provision of utility right-of-way as required by ATCO Electric on both the new and existing titles, extending to alignment 7.5 meters on either side of the power line center line.
 - ii. The existing and any future power line route will require maintenance of a cleared right-of-way to ground level and to a minimum width of 6.1 meters on either side of the line route. Therefore the owner should be aware of the potential for brushing along the existing and possible future power line alignment.
 - iii. The landowner/developer is cautioned not to plant trees which may subsequently grow into the power line right-of-way.

- iv. Buildings or equipment should not be located within 5.0 meters of the power line.

CARRIED

- e) **Subdivision Application 27-SUB-08
SE 5-107-14-W5M; Blumenort
La Crete Land and Cattle Co. Ltd.**

MOTION 08-283 MOVED by Ed Froese

That subdivision application 27-SUB-08 in the name of La Crete Cattle and Land Co Ltd. on SE 5-107-14-W5M be approved with the following conditions.

1. This approval is for a single lot subdivision, 10 acres (4.04 hectares) in size.
2. Applicant/developer shall enter into a Developer's Agreement with Mackenzie County which shall contain, but is not limited to:
 - a. Any outstanding property taxes are to be paid on the land proposed to be subdivided or arrangements made which are satisfactory to the municipality.
 - b. Provision of access to the subdivision and to the balance of the quarter in accordance with Mackenzie County standards and at the developer's expense.
 - c. Provision of a storm water management plan. Please contact Liane Lambert, Development Officer, to discuss the requirements for your subdivision.
 - d. All sewage disposals shall conform to the Alberta Private Sewage Treatment and Disposal Regulations.
 - e. Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
 - f. Dedication of the most southerly 5.18 metres of the proposed subdivision for future road widening.

- g. Provision of utility right-of-way as required by ATCO Electric and Northern Lights Gas.
- h. Subdivision must meet ATCO Electric's conditions as follows:
 - i. Utility Right-of-Way in the name of ATCO Electric shall be registered with the new and existing titles.
 - ii. Any existing power line easements and/or utility right of ways must remain in place.
 - iii. No driveways or approaches may be installed under the power line without first obtaining a Crossing Agreement from ATCO Electric.
 - iv. Costs associated with changes required to correct any line clearance problems as a result of the development shall be borne by the developer.
 - v. Any costs incurred for the relocation or repair of the existing electrical facilities will be the responsibility of the developer.
 - vi. No work shall proceed under the power line without written permission from ATCO Electric.
 - vii. There must be 9 meters clearance from all buildings, trees, and materials to the power line. The existing and any future power line route will require maintenance of a cleared right-of-way to ground level and to a minimum width of 7.5 meters on either side of the line route. The owner should be aware of the potential for brushing along the existing and possible future power line alignment.

CARRIED

**f) Subdivision Application 28-SUB-08
NE 5-107-14-W5M; Blumenort
La Crete Cattle and Land Co. Ltd.**

MOTION 08-284 **MOVED** by Jack Eccles

That subdivision application 28-SUB-08 in the name of La Crete Cattle and Land Co Ltd. on SE 5-107-14-W5M be approved with the following conditions.

1. This approval is for a single lot subdivision, 10 acres (4.04 hectares) in size.
2. Applicant/developer shall enter into a Developer's Agreement with Mackenzie County which shall contain, but is not limited to:
 - a. Any outstanding property taxes are to be paid on the land proposed to be subdivided or arrangements made which are satisfactory to the municipality.
 - b. Provision of access to the subdivision and to the balance of the quarter in accordance with Mackenzie County standards and at the developer's expense.
 - c. Provision of a storm water management plan. Please contact Liane Lambert, Development Officer, to discuss the requirements for your subdivision.
 - d. All sewage disposals shall conform to the Alberta Private Sewage Treatment and Disposal Regulations.
 - e. Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
 - f. Dedication of the most easterly 5.18 metres of the proposed subdivision for future road widening.
 - g. Provision of utility right-of-way as required by ATCO Electric and Northern Lights Gas.
 - h. Subdivision must meet ATCO Electric's conditions as follows:

- i. Utility Right-of-Way in the name of ATCO Electric shall be registered with the new and existing titles.
- ii. Any existing power line easements and/or utility right of ways must remain in place.
- iii. No driveways or approaches may be installed under the power line without first obtaining a Crossing Agreement from ATCO Electric.
- iv. Costs associated with changes required to correct any line clearance problems as a result of the development shall be borne by the developer.
- v. Any costs incurred for the relocation or repair of the existing electrical facilities will be the responsibility of the developer.
- vi. No work shall proceed under the power line without written permission from ATCO Electric.
- vii. There must be 9 meters clearance from all buildings, trees, and materials to the power line. The existing and any future power line route will require maintenance of a cleared right-of-way to ground level and to a minimum width of 7.5 meters on either side of the line route. The owner should be aware of the potential for brushing along the existing and possible future power line alignment.

CARRIED

6. MISCELLANEOUS ITEMS

- a) **Unauthorized Development
Plan 1160NY, Block 1, Lot 1; La Crete
Allan Cronkhite**

MOTION 08-285 MOVED by Jack Eccles

That the unauthorized development on Plan 1160NY, Block 1, Lot 1 be received as information.

CARRIED

b) Superior Safety Codes Service Agreement

MOTION 08-286 MOVED by Jack Eccles

That the Superior Safety Codes Service Agreement be received as information.

CARRIED

c) Action List

The action list of October 17, 2008 was reviewed.

d) Rezoning Bylaw Application

MOTION 08-287 MOVED by Ed Froese

That the Municipal Planning Commission recommendation to Council be to approve the rezoning of Plan 052 3802, Block 37, Lot 4, 5 and 6 from Mobile Home Subdivision 1 "MHS1" to Hamlet Residential District 1B "HR1B", subject to public hearing input.

CARRIED

e) Municipal Government Board Appeal Decision

MOTION 08-288 MOVED by Ed Froese

That the Municipal Government Board Appeal Decision be received as information.

CARRIED

Chairman Braun called a recess at 7:26 p.m. and reconvened the meeting at 7:34 p.m.

7. **IN CAMERA**

MOTION 08-289 **MOVED** by Beth Kappelar

That the Municipal Planning Commission go in camera at 7:35 p.m.

CARRIED

MOTION 08-290 **MOVED** by Jack Eccles

That the Municipal Planning Commission come out of in camera at 7:50 p.m.

CARRIED

8. **NEXT MEETING DATES**

Municipal Planning Commission meeting dates are scheduled as follows:

- ❖ November 28, 2008 at 10:00 a.m. in Fort Vermilion
- ❖ December 15, 2008 at 10:00 a.m. in La Crete

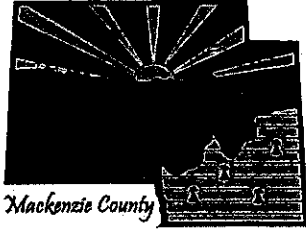
9. **ADJOURNMENT**

MOTION 08-291 **MOVED** by Ed Froese

That the Municipal Planning Commission meeting be adjourned at 7:55 p.m.

CARRIED

These minutes were adopted this 28th day of November 2008.



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 9, 2008
Presented By:	John Klassen, Director of Operations – South
Title:	Parks and Recreation Committee Meeting Minutes October 15, 2008

BACKGROUND / PROPOSAL:

The adopted minutes of the October 15, 2008 Parks and Recreation Committee meeting are attached.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

RECOMMENDED ACTION:

That the Parks and Recreation Committee meeting minutes of October 15, 2008 be received for information.

Author: C. Friesen

Review Date: _____


CAO 

**MACKENZIE COUNTY
PARKS AND RECREATION COMMITTEE**

**October 15, 2008
1:00 pm**

**Council Chambers
Fort Vermilion, Alberta**

MINUTES

PRESENT:	Lisa Wardley	Chair, Councilor
	Peter Braun	Councilor
	John W Driedger	Councilor (arrived at 1:54pm)
	Dicky Driedger	Councilor
ALSO PRESENT:	John Klassen	Director of Operations, South
	Henry Klassen	Leadhand of Parks, Playgrounds, Solid
		Waste & Facilities
	Connie Friesen	Public Works Administrative Officer,
		Environmental Services

CALL TO ORDER: 1. a) Call to Order

Councilor Wardley called the meeting to order at 1:30 pm.

AGENDA: 2. a) Adoption of Agenda

MOTION 08-070 **MOVED** by Councilor Braun

That the agenda be adopted as amended with the addition of:
5. a) La Crete Leisure Study Survey
5. b) Indian Cabins Washroom

CARRIED

MINUTES: 3. a) Adoption of the September 24, 2008 minutes

MOTION 08-071 **MOVED** by Councilor D. Driedger

That the minutes of September 24, 2008 Parks and Recreation Committee meeting be adopted as presented.

CARRIED

Councilor Wardley recessed the meeting at 2:35pm and reconvened at 2:42pm.

NEW BUSINESS: 4. a) Parks 3 Year Plan

MOTION 08-072

MOVED by Councilor J W Driedger

That the 2009 Capital Budget be adopted as amended.

CARRIED

MOTION 08-073

MOVED by Councilor Braun

That administration contact SRD, Alberta Environment and Provincial Parks to investigate the options of major site development at Wadlin, Machesis & Hutch Lake and have them attend a future Parks and Recreation meeting.

CARRIED

b) Operational Budget

MOTION 08-074

MOVED by Councilor D. Driedger

That the 2009 Operating Budget be adopted as amended.

CARRIED

c) Potential Provincial Recreational Area Planning

MOTION 08-075

MOVED by Councilor J. Driedger

To receive the Potential Provincial Recreational Area Planning for information.

CARRIED

d) Alberta Recreation Parks Association

MOTION 08-076

MOVED by Councilor D. Driedger

That the membership and conference fees be added to the 2009 operating budget.

CARRIED

e) La Crete Ferry Campground

MOTION 08-077

MOVED by Councilor Braun

That a letter be sent to the La Crete Ferry Campground requesting the status of them becoming a registered society.

CARRIED

**ADDITIONAL
ITEMS:**

5. a) La Crete Leisure Study Survey

MOTION 08-078

MOVED by Councilor J W Driedger

To receive the La Crete Leisure Study Survey for information.

CARRIED

- b) Indian Cabins Washroom

MOTION 08-079

MOVED by Councilor Braun

That a letter be sent to the Indian Cabins Store owner notifying them of the Counties' intention to decommission the washroom.

CARRIED

**NEXT MEETING
DATE:**

6. a) Parks and Recreation Committee Meeting

The next Parks and Recreation Committee meeting is scheduled for November 26, 2008 at 12:00pm in Fort Vermilion in the Council Chambers.

ADJOURNMENT: 7.

- a) Adjournment

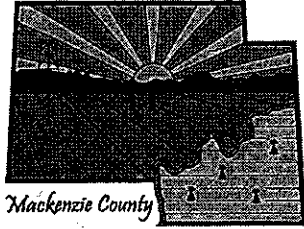
MOTION 08-080

MOVED by Councilor D Driedger

That the Parks and Recreation Committee meeting be adjourned at 4:39pm.

CARRIED

These minutes were adopted this ____ day of _____, 2008.



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 9, 2008
Presented By:	Ryan Becker, Director of Planning and Emergency Services
Title:	PUBLIC HEARING Bylaw 687/08 Municipal Reserve Closure and Sale Plan 052 2048, Block 4, Lot 3MR (La Crete)

BACKGROUND / PROPOSAL:

Bylaw 687/08 for the closure and subsequent sale of Municipal Reserve (MR) Plan 052 2048, Block 4, Lot 3MR received first reading at the November 6, 2008 Council meeting.

This MR closure is being presented to Council at the direction of the Parks and Recreation Committee who determined that the lands were not needed for park purposes.

OPTIONS & BENEFITS:

The motion made at the November 6, 2008 Council meeting was to rezone the subject lands from MR to Hamlet Country Residential District 1 "HCR1". This motion does not serve to address the change requested as the MR designation is not part of the County Land Use Bylaw and can therefore, not be removed via rezoning. The MR designation is registered to the lands upon registration at Land Titles. In order to remove the MR designation Council needs to pass a bylaw for the closure and subsequent sale of the MR lands.

No rezoning is required for this lot as it will revert back to Hamlet Country Residential District 1 "HCR1" upon removal of the MR designation.

The removal of the MR designation for the subject lot is supported by the Parks and Recreation Committee and the Planning Department. A park within this low density area

Author: Marion Krahn,
Development Officer

Reviewed by: 

is not seen as necessary as the lot sizes provide sufficient space and options to accommodate children's play equipment. Park provisions are seen as being necessary in high density areas where the lot sizes are smaller.

COSTS & SOURCE OF FUNDING:

N/A

RECOMMENDED ACTION:

MOTION 1

That second reading be given to Bylaw 687/08 being a Bylaw to close and sell Municipal Reserve Plan 052 2048, Block 4, Lot 3MR.

MOTION 2

That third reading be given to Bylaw 687/08 being a Bylaw to close and sell Municipal Reserve Plan 052 2048, Block 4, Lot 3MR.

Author: Marion Krahn,
Development Officer

Reviewed by:

CAO

BYLAW NO. 687/08
BEING A BYLAW OF
MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA

FOR THE PURPOSE OF CLOSING A MUNICIPAL RESERVE LOT BEING
PLAN 052 2048, BLOCK 4, LOT 3MR
IN ACCORDANCE WITH SECTIONS 671, 674 AND 675 OF THE
MUNICIPAL GOVERNMENT ACT, CHAPTER M-26,
REVISED STATUTES OF ALBERTA 2000.

WHEREAS, Council of Mackenzie County has determined that the Municipal Reserve Property, as outlined on Schedule A attached hereto, be subject to closure and sale, and

WHEREAS, notice of intention of the Council to pass a bylaw will be published in a locally circulated newspaper in accordance with the Municipal Government Act, and

NOW THEREFORE, be it resolved that the Council of Mackenzie County does hereby close and sell the Municipal Reserve Property described as follows, subject to the rights of access granted by other legislation or regulations:

Plan 052 2048
Block 4
Lot 3MR
Containing 1.18 hectares more or less
Excepting thereout all mines and minerals

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

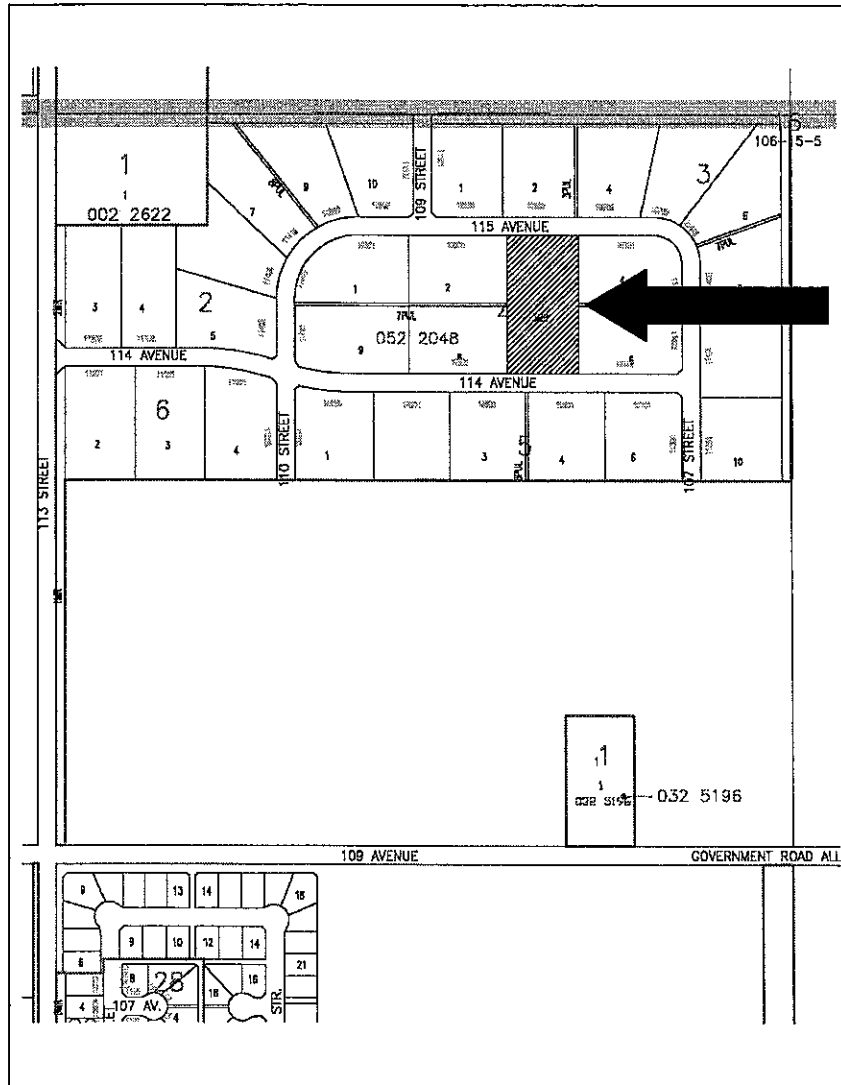
William Kostiw, Chief Administrative Officer

BYLAW No. 687/08

SCHEDULE "A"

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

Plan 052 2048, Block 4, Lot 3MR be closed.



Greg Newman, Reeve

William Kostiw, Chief Administrative Officer

EFFECTIVE THIS _____ DAY OF _____, 2008.

Mackenzie County

PUBLIC HEARING FOR LAND USE BYLAW AMENDMENT

BYLAW _____

Order of Presentation

_____ **This Public Hearing will now come to order at _____.**

_____ **Was the Public Hearing properly advertised?**

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

_____ **Does the Council have any questions of the proposed Land Use Bylaw Amendment?**

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

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

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

_____ **This Hearing is now closed at _____.**

REMARKS/COMMENTS:

Continued from page 9...

Rocky Lane hosts Championships

The Rockets took the first set 25 to 17, but the Sonics came back in the second set, with a score of 25 to 22.

The Rockets stepped up a little harder and won the game after a final score of 15 to 12 in the third set.

They went up against the Worsley Central Wildcats during the semi-finals, lead-

ing the game after the first set at 25 to 23.

The Rockets lost the second set to the Wildcats at 17 to 15. They won the third set of the game against the out of town team at 15 to 13, taking the final win.

St. Thomas More Kodiaks met the Rocky Lane Rockets in the final game of the

championships.

The Kodiaks took the first set at 25 to 19. According to Thumson, the local girls were leading at 10 to 3, during the second set of the game, but lost to a final score of 25 to 11.

After playing a close game, the local girls came out in the end with silver.

The Echo was also able to catch a round robin game with John D'or Eagles and Eaglesham Sonics.

The game kicked off with the Sonic in the lead at 4 to 1. The Eagles caught up and took the lead in the first set with 8 to 6. They tied at 9 points.

Throughout the remainder

of the first set the scoreboard stayed close in numbers, with the Eagles taking the lead again at 10 to 9, then the Sonics at 11 to 10. The Sonic remained in the lead at 18 to 12. The Eagles caught up once again at 18 points.

Eaglesham took the first set at 25 to 18.

The second set had the locals leading at 6 to 5, with another tie for the teams at 6 points.

The Sonics scored a point, putting them at 7 to 6, which quickly followed by another tie on the board.

As the scoreboard continue to go up for the Sonics, the Eagles kicked it in high gear once again and caught up at 16 to 11.

They fell behind for some

time, bringing the Sonics to 24 points, only a point away from the win.

However, the Eagles wasn't backing down and made a huge come back, catching up with a score of 24 to 18, before the Sonics made their final point, ending the game.

Eight team in total competed at the recent I.A. Girls Volleyball Zones Championships.

Rocky Lane Rockets, Ecole Heritage Lynx, Hines Creek Tigers and Ridgevalley Raiders were in pool A.

St. Thomas More Kodiaks, Eaglesham Sonics, John D'Or Prairie Eagles and Worsley Central Wildcats competed in pool B.



Players from both teams attempt to stop the volleyball from entering their side of the court.



Rocket #6, stopped the ball from giving the opposing team a point with a fast spike back.



Two Ridge Valley Raiders jump to block the ball.

INVITATION TO TENDER

**MACKENZIE COUNTY
HAMLET OF FORT VERMILION
ROAD IMPROVEMENTS - 2009
CONCRETE CURB, GUTTER & SIDEWALK
ROAD BASE & PAVING**

SEALED TENDERS, marked "Mackenzie County, Hamlet of Fort Vermilion; Road Improvements - 2009; Concrete Curb, Gutter & Sidewalk; Road Base & Paving", will be received until 1:00 p.m., Local Time, Tuesday, December 9, 2009 at the offices of Mackenzie County, Fort Vermilion, Alberta.

- The work includes the following approximate quantities:
- Concrete Curbs 630 l.m.
 - Concrete Monolithic 630 l.m.
 - Curbs & Sidewalk
 - Asphalt Surface Course 5,900 s.m.
 - Granular Base Course 5,900 s.m.

Plans and Specifications may be obtained from the office of the Engineer upon deposit of \$100.00 in CASH or CERTIFIED CHEQUE made payable to the Engineer. The \$100.00 deposit will be refunded only if Contractors not tendering the Project return the documents in good condition, to the office of the Engineer prior to the date of tender closing. Bonafide Tenderers tendering the Project will have fourteen (14) days to return the documents in good condition following the date of tender closing.

Tenders must be accompanied by a Certified Cheque or Bid Bond in the amount of Ten Percent (10%) of the Tender Price, made payable to the Owner.

A Performance Guarantee & Maintenance Bond in an amount equal to Fifty Percent (50%) of the Contract Sum and a Labour & Materials Payment Bond in an amount equal to Fifty Percent (50%) of the Contract Sum will be required from the successful bidder.

The lowest or any Tender will not necessarily be accepted.

FOCUS CORPORATION #3, 8908-96th Street PEACE RIVER, Alberta T8S 1G8 Attn: Doug Schuler Ph: (780) 624-5631 Fax: (780) 624-3732	MACKENZIE COUNTY P.O. Box 640 FORT VERMILION, Alberta T0H 1N0 Attn: Dave Crichton Ph: (780) 927-3718 Fax: (780) 927-4266
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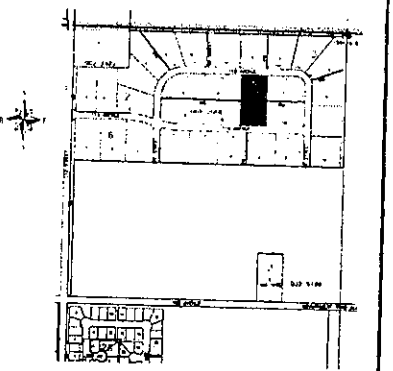


MACKENZIE COUNTY

NOTICE OF PUBLIC HEARING PROPOSED LAND-USE BYLAW NO 687/08

PURSUANT TO THE MUNICIPAL GOVERNMENT ACT, being Chapter M-26 of the Statutes of Alberta, notice is hereby given that the Council of Mackenzie County will hold a public hearing prior to the second reading of Bylaw No. 687/08 for an amendment to Land-Use Bylaw No. 462/04. The proposed amendment is:

That the property within the Hamlet of La Crete known as Municipal Reserve Plan 052 2048, Block 4, Lot 3MR, as highlighted below, be closed for the purpose of sale. The passing of this Bylaw will change the lot from a park to a Hamlet Country Residential District 1 "HCR1" zoned lot.



The Public Hearing is to be held at 1:00 p.m., Tuesday, December 9, 2008 in the Mackenzie County Council Chamber in Fort Vermilion. The proposed bylaw may be viewed at the Mackenzie County office in La Crete during regular office hours. Please submit written submissions to the Development Officer prior to 4:30 p.m., Friday, December 5, 2008. If you have any questions regarding the hearing, or the bylaw, please call Mackenzie County's Development Officer at 780-928-3983.



QUALITY MOTORS

Quality Motors in La Crete has an opening for a full time RV Parts Manager. This job will commence starting in the New Year. We offer competitive wages, an excellent benefit package, voluntary RRSP program and a great work environment.

Duties will include:

- Retail Counter sales
- Parts ordering
- Receiving shipping and inventory control

Skills Required:

- Strong RV knowledge is an asset
- Customer service skills are essential
- Excellent phone skills
- Computer/ Cashier skills required

Please forward resumes to:
Quality Motors
Attn: Peter Martens, Service Coordinator
Fax: 780-928-2899
Email: peterm@qualitymotors.ca
Resumes will be accepted until a suitable applicant is found.

S.E. 1/4 Sec. 21-106-15 W.5M.

N.E. 1/4 Sec. 18-106-

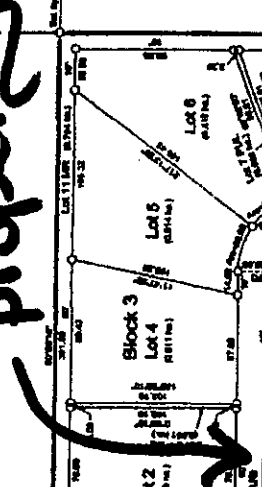
S.E. 1/4 Sec. 18-10

S.W. 1/4 Sec. 21-106-15 W.5M.

N.W. 1/4 Sec. 18-106-15 W.5M.

S.W. 1/4 Sec. 18-106-15 W.5M.

Subject Property



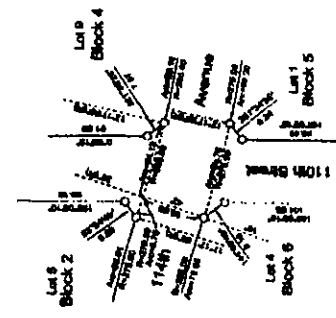
LOT 1
BLOCK 1
Plan 002 2819

LOT 1
BLOCK 1
Plan 002 2822

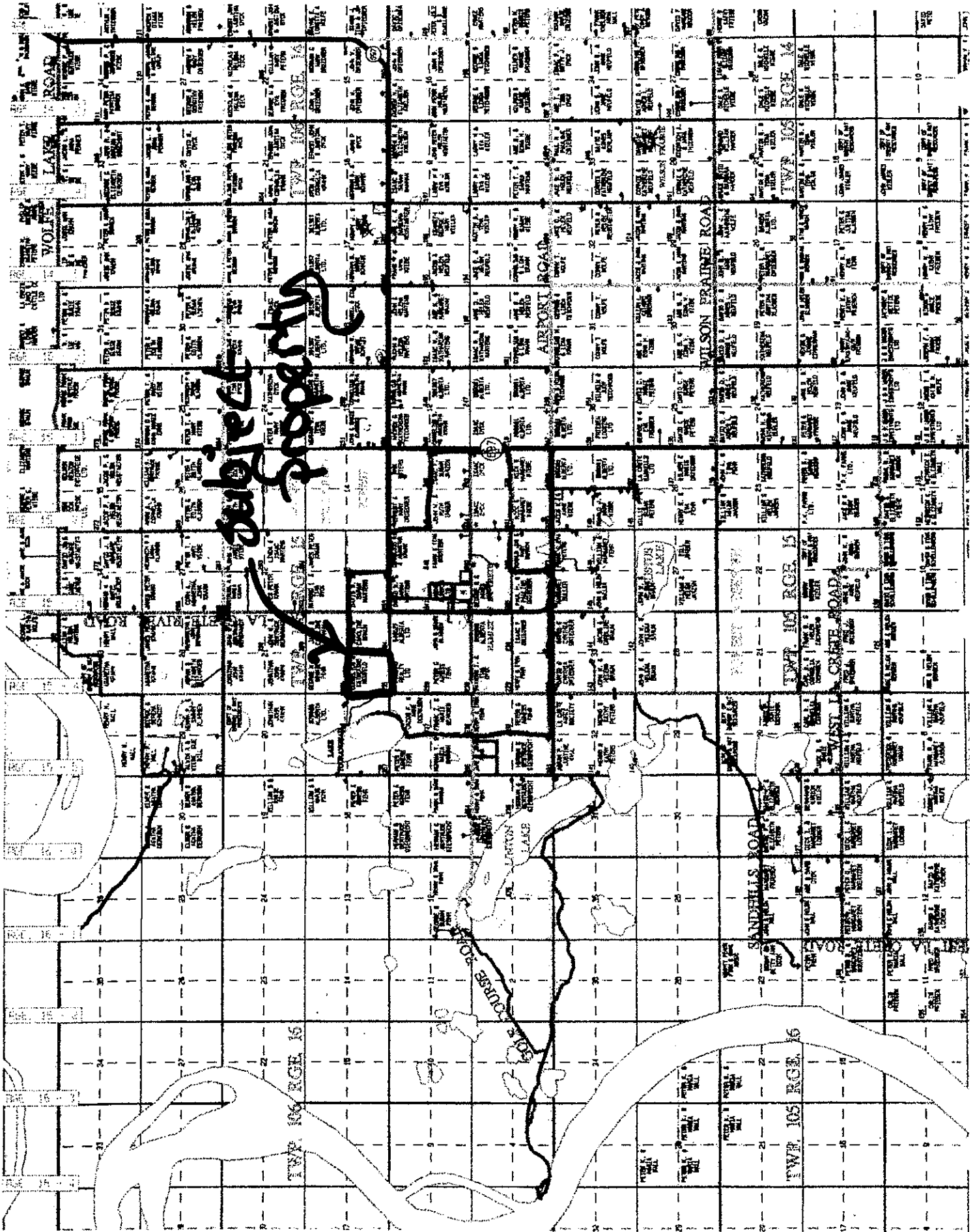
N.W. 1/4 Sec. 21-106-15
LOT 2
BLOCK 1
Plan 002 2819

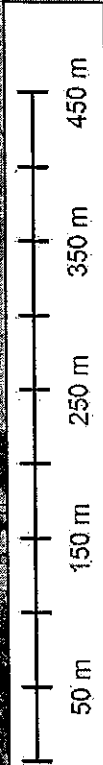
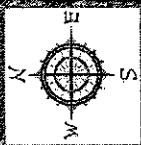
N.W. 1/4 Sec. 21-106-15
LOT 4
BLOCK 1
Plan 002 2821

S.E. 1/4 Sec. 17-106-15 W.5M.

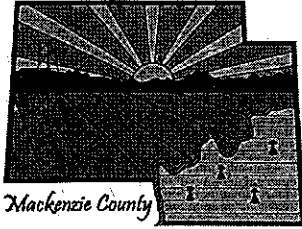


Detail:
Scale 1" = 100'





0072612
0072619



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 9, 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 Chief Administrative Officer and Director reports be received for information.

Author: C. Gabriel **Reviewed By:** _____ **CAO** _____

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

Page 1

Attended the following meetings:

November 5 – Finance Committee meeting – investment proposals
November 6 – Council Meeting
November 10 - 14 – AAMD&C and other meetings
November 18 – High Level negotiation meeting
November 25 – Council Budget meeting
November 26 – Council Meeting
November 27 – Finance Committee Meeting

Personnel update:

Olga Pletneva was hired as a temporary employee to assist with the TCA project (Andre Penney resigned about two months ago).

We were unable to find a suitable individual for the Fort Vermilion Administrative Assistant position (front desk) and, for the time being, will put a rotational schedule in place for everyone to assist with the front desk duties (primarily three individuals in the office).

Administration, projects and activities:

⇒ AUPE negotiations

The Finance Committee has been working on the County's position. The next Finance Committee meeting is scheduled for December 16, 2008.

⇒ Farm Assessment

As you may recall, one of the priority projects listed on the County's latest assessment audit was a review of the farmland assessments.

The assessor advised me, that as they work through ¼ by ¼ sections, they are finding changes to about every second ¼ section:

"Usually the ¼ has gone from bush and an assessment of around \$5,000 to fully cleared and usable land to around \$15,000. Some are ½ cleared now and come in around \$10,000."

Due to this, we may receive many appeals in 2009. It may be advisable to advertise in the County Image or through the local papers that this project is being undertaken, and explaining that if a farmer has done some clearing through the years, their farmland assessment will go up in 2009. Please note the last time this type of a review was done in 1997 and some in 2001.

⇒ Investments – outsourcing for external Investment Management (permitted under Policy FIN027)

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

Page 2

The Finance Committee reviewed proposals at their October 14, November 5 and November 27 meetings. A recommendation is being taken to Council on December 9 to engage ATB Financial.

⇒ 2009 Budget

The department has been working hard on preparing various budget documents.

⇒ AMSC – 2009+ Aggregation Program

The required documents are being finalized. A request for decision is being presented to Council on December 9 with respect to the Community Related Organizations.

⇒ Zama City – Water and Wastewater Projects

The borrowing applications were prepared and submitted. We are expecting a deposit of \$2,887,848 on December 15. We received a notification from AFCA that the County applications were approved.

The department prepared and submitted progress reports to Alberta Transportation along with copies of invoices:

	Well & Line	Plant	Lagoon
Total cost up to October 30, 2008	\$2,048,641	\$6,439,793	\$3,102,156
75% claim (eligible)	\$1,536,481	\$4,829,845	\$2,326,617
Advance received	\$1,000,000	\$6,500,000	\$2,500,000
Net claim	\$536,481	-\$1,670,155	-\$173,383

⇒ Other grants reporting

The department has been currently working on CAMRIF reports and the Blumenort Road report. Alberta Transportation was invoiced for a little over \$19,000 for the eligible bridges work.

⇒ Tax forfeiture properties

We now have the titles; a request for decision is being taken to Council on December 9.

⇒ Utilities Rates

Through the 2009 budget discussion, direction was given to increase the water rate by 4% effective January 1, 2009. This was approved by bylaw, we are now ready to deliver this news through the mail, and we are advertising in the local papers advising ratepayers of this change.

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

Page 3

⇒ La Crete Chamber of Commerce and Tourism Centre building

The County applied for a \$75,000 grant under the CIP on behalf of the LC Chamber. Reconciliation was prepared of the invoices submitted to the County; the final grant report was sent to the granting body; a cheque in the amount of little over \$73,674.91 is being sent to the La Crete Chamber of Commerce (\$1,325.09 of the grant that was not used is being sent back to the granting body).

⇒ Community Facility Agreement

The department has been working on implementing this type of agreement for sometime now. The final version of the draft agreement was reviewed by the Finance and Parks & Playgrounds Committees and is being taken to Council on December 9 for its final approval prior to implementation.

The following are some of the upcoming projects/activities (as per the Financial Management Plan presented to Council during the 2008 budget deliberations):

- Offsite levy review (working together with other departments and an engineering firm) – this project requires clearer direction from Council and deserves an in-depth discussion at one of our managers meeting.
- Tangible Capital Assets project – our current progress report was presented to the Finance Committee at one of their meetings; the progress documents were forwarded to our auditors for comments; various data for roads and lands inventories was gathered and forwarded to ISL Engineering – met with the ISL Engineering representatives on November 13 in Edmonton to review the progress.
- 2009 Budget – work on the new financial reporting module; contacted Municipal Affairs; still waiting for their sample worksheet, registered for a workshop on February 5 in Grande Prairie that is being organized by the GFOA and Municipal Affairs.

The department's priority project is to review the 2008 Finance Management Plan, and in conjunction with the proposed 2009 budget, prepare the new 2009 Finance Management Plan.

Setting tasks and projects through establishing the 2008 FMP assisted department with staying on target and concentrating on completing these tasks and projects during the year.

Respectfully submitted,



Joulia Whittleton

Videoconference Equipment Report

Julius Peters – Information Technologist

- Goals**
1. To connect to Mackenzie County videoconference equipment using either a laptop or home computer. This would allow council members or staff that are traveling to join a meeting using a webcam and/or a headset.
 2. To call in to the Mackenzie County phone system and be “joined in” to a meeting through the sound system in council chambers (voice only).

Research A webcam and/or headset connection does work with the Windows XP software zero cost add-on “Netmeeting” installed. The requirements are: a webcam and/or headset, and an internet connection. This is ready for demonstration. The session is prone to video/voice “jitter” depending on how fast the internet connection is.

Research is ongoing to determine if the Nortel BCM400 phone system is interoperable with the Tandberg Edge 95 MXP videoconference system for the purpose of transferring a phone call to the council chambers sound system. There are several methodologies being tested and researched, including: H323 and SIP VoIP, and BRI-ISDN telephony. PhoneCo Inc. and Inland AV are also looking into this question on behalf of the respective technologies.

Cost The lowest cost solution is to use a webcam and/or headset (under \$100). Higher quality equipment (ie: higher megapixel camera; noise cancelling headset) will result in a better conference experience.

The cost for the phone system integration is not available at this time; research and testing is ongoing.



Mackenzie County

PO Box 640, Fort Vermilion, AB T0H 1N0

Phone: (780) 927-3718 Fax: (780) 927-4266

Toll Free: 1-877-927-0677 Email: office@mackenziecounty.com

December 2, 2008

John McGowan, Chief Executive Officer
Alberta Municipal Services Corporation
10507 Saskatchewan Drive N.W.
Edmonton, Alberta
T6E 4S1

Dear Mr. McGowan:

Re: 2009+ Aggregation Program

Mackenzie County Council reviewed the 2009+ Aggregation Program proposal and passed the following motion:

That the County enter into a five-year commitment agreement under the Aggregate Program through the Alberta Municipal Service Corporation for the purpose of acquiring the electrical energy and gas where relevant.

Please find enclosed the following signed agreements:

- ✓ Appointment and Authorization of AMSC
- ✓ AMSC Member Master Agreement

Also enclosed is a listing of the Zama City natural gas sites, currently serviced by Alta Gas, and corresponding account numbers. This is a new addition under this program for our County.

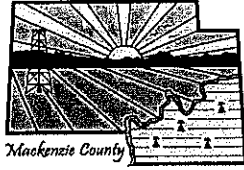
In addition, the County is considering allowing the Community Related Organizations to join the plan under the County umbrella. We are currently working with the AMSC staff members with respect to this.

Should you have any questions or require further information please contact me at (780) 927-3718.

Sincerely,

Joulia Whittleton
Director of Corporate Services

Encls.



MACKENZIE COUNTY

NOTICE TO RESIDENTS

PLEASE BE ADVISED THAT AS OF JANUARY 1, 2009, MACKENZIE COUNTY WATER RATES WILL BE INCREASED BY 4%:

	CURRENT RATE	JANUARY 1, 2009 RATE
TREATED WATER	\$1.8780	\$1.9531
RAW WATER	\$1.3143	\$1.3668
FIXED MONTHLY CHARGE TO METERED USERS	\$14.00	\$14.56

UTILITY SERVICE IS NORMALLY A USER PAY SYSTEM. IN THE PAST, COUNTY COUNCIL USED A 75% TARGET MINIMUM FOR WATER SERVICE COSTS TO BE RECOVERED THROUGH THE USER RATES.

2009 COSTS ARE PREDICTED TO INCREASE DUE TO THE NEW WATER TREATMENT FACILITIES IN OUR COMMUNITIES COMING ON LINE. EVEN WITH THE 4% RATE INCREASE, THE COUNTY IS EXPECTING TO RECOVER ONLY 65% OF THE 2009 BUDGETED COSTS THROUGH THE USER RATE.

WHAT CAN I DO TO DECREASE THE COSTS? REDUCE CONSUMPTION...

THERE ARE THREE WAYS OF WATER CONSERVATION:

- ✓ REDUCE THE AMOUNT OF WATER USED IN YOUR HOME BY BECOMING MORE AWARE OF THE AMOUNT OF WATER ACTUALLY USED AND LOOKING FOR METHODS TO REDUCE THIS AMOUNT.
- ✓ REPAIR LEAKY FAUCETS, SHOWERHEADS, AND TOILETS.
- ✓ REPLACE OLDER, LESS WATER EFFICIENT APPLIANCES WITH MORE EFFICIENT DEVICES.

FOR MORE INFORMATION, PLEASE CONTACT OUR FORT VERMILION OFFICE AT (780) 927-3718.

HAVE A WATER LEAK?

IT MIGHT BE EASY TO FIX...

A LEAK OF ONLY ONE DROP PER SECOND WASTES ABOUT 10,000 LITRES OF WATER PER YEAR. MOST LEAKS ARE EASY TO FIND AND TO FIX, AT VERY LITTLE COST.

FAUCETS

LEAKING FAUCETS ARE OFTEN CAUSED BY A WORN OUT WASHER THAT COSTS PENNIES TO REPLACE. MOST HARDWARE STORES WILL HAVE FAUCET REPAIR KITS WITH ILLUSTRATIONS SHOWING HOW TO REPLACE A WASHER.

TOILETS

A TOILET THAT CONTINUES TO RUN AFTER FLUSHING, IF THE LEAK IS LARGE ENOUGH, CAN WASTE UP TO 200,000 LITERS OF WATER IN ONE YEAR! A LEAKY TOILET CAN USE UP TO 1 M³ PER DAY, WHICH TRANSLATES INTO \$56.10 ON A 30-DAY BILLING PERIOD IN THE COUNTY (AT THE CURRENT RATE OF \$1.878), NOT INCLUDING REGULAR HOUSEHOLD USE.

TO FIND OUT IF YOUR TOILET IS LEAKING, PUT TWO OR THREE DROPS OF FOOD COLOURING IN THE TANK AT THE BACK OF THE TOILET. WAIT A FEW MINUTES. IF THE COLOUR SHOWS UP IN THE BOWL, THERE IS A LEAK.

TOILET LEAKS ARE OFTEN DUE TO:

- ✓ A FLUSH VALVE OR FLAPPER VALVE THAT ISN'T SITTING PROPERLY IN THE VALVE SEAT,
- ✓ BENT OR MISALIGNED FLUSH VALVE LIFT WIRES, OR A CORRODED VALVE SEAT.

ALL OF THESE CAN BE FIXED EASILY AND INEXPENSIVELY.

VALVE SEAT

TO GET AT THE VALVE SEAT, WHICH SURROUNDS THE OUTLET HOLE AT THE BOTTOM OF THE TANK, FIRST EMPTY THE TANK: TURN OFF THE INLET TAP UNDER THE TANK AND FLUSH THE TOILET, MAKING SURE TO KEEP DEPRESSING THE FLUSH LEVER UNTIL NO MORE WATER DRAINS OUT OF THE TANK. THEN, HOLDING THE VALVE OUT OF THE WAY, SAND THE CORRODED OR WARPED VALVE SEAT SMOOTH WITH A PIECE OF EMERY CLOTH.

IF, HOWEVER, THE LEAK IS AROUND THE BASE OF THE TOILET WHERE IT SITS ON THE FLOOR, CALL A PROFESSIONAL.

INFORMATION PROVIDED ON ENVIRONMENT CANADA'S WEBSITE AT WWW.EC.GC.CA/WATER.

CONVERSION: 1 M³ = 1,000 LITERS = 220 GALLONS

Director of Operations (South) Report For December 9, 2008 Regular Council Meeting

Utilities (South):

- As winter has arrived we have now switched to performing preventative maintenance as opposed to construction and field repairs.
- No major items to report.

Parks/Playgrounds and Facilities:

- The custodian for the Fort Vermilion County office and shop office submitted his resignation effective December 31, 2008. We will advertise for tenders with a closing date of noon December 23, 2008 and may need a special meeting to award the tender in order for janitorial services to commence on January 1, 2009.
- The parks lead hand is now concentrating on building maintenance and waste transfer station operations as opposed to parks maintenance.

Public Works (South):

- The grader operator position for Tompkins/Blue Hills area has been filled and the start date was December 1, 2008.
- Snow removal, ice blading and sanding is the main concentration of work for the field staff.
- An ice bridge preconstruction meeting is scheduled for December 15, 2008 at 9:00 am in La Crete.
- Administration is in the process of completing the 2009 budget.

Attachments:

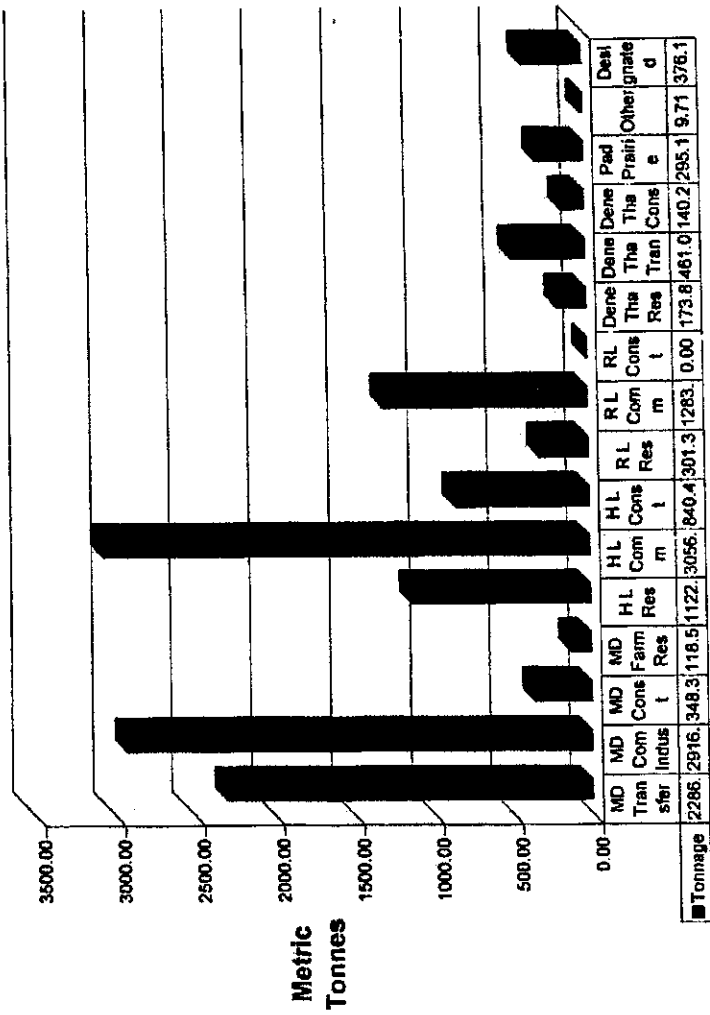
- 1) Mackenzie Regional Waste summary of tonnage.
- 2) La Crete Rodeo Committee award letter.
- 3) Alberta recreation study.

**John Klassen
Director of Operations (South)
Mackenzie County**

Mackenzie Regional Waste Management Commission Summary of Waste Received in 2008 - Sorted by Area - per Metric Tonne

	January	February	March	April	May	June	July	August	September	October	November	December	Total
Mackenzie County	121.36	130.45	141.30	210.87	333.28	251.80	266.88	284.02	274.72	251.87			2286.54
Transfer Stations	239.33	333.87	370.24	250.64	274.75	288.29	200.03	282.64	332.84	273.85			2916.19
Commercial - Industrial	0.00	0.00	18.24	38.98	7.78	23.01	14.58	237.78	10.23	1.73			348.32
Construction - Demolition	5.40	4.74	3.87	3.80	27.36	23.40	10.71	14.92	15.00	9.55			116.57
Farm Residential	344.09	448.06	831.46	602.38	843.16	896.88	642.20	798.36	832.78	837.00	0.00	0.00	5,663.82
Total Mackenzie County	69.56	80.08	84.00	75.04	228.18	147.38	159.88	113.81	56.27	108.97			1122.45
Town of High Level	248.72	263.97	270.80	288.52	448.75	338.65	282.11	304.30	312.24	358.10			3068.16
Commercial - Industrial	2.36	0.77	11.52	7.86	166.11	20.03	33.22	43.75	22.86	543.17			840.48
Construction - Demolition	324.88	324.82	348.32	362.22	832.04	687.24	468.29	481.86	430.20	888.24	0.00	0.00	6,019.09
Total High Level	24.42	23.04	33.88	23.58	35.38	38.40	33.91	24.88	28.57	34.28			307.31
Town of Rainbow Lake	69.63	56.46	53.54	58.11	75.12	137.83	80.21	89.16	77.20	806.03			1283.29
Commercial - Industrial	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00
Construction - Demolition	94.08	78.99	87.48	81.88	118.81	178.23	114.12	94.84	108.77	840.28	0.00	0.00	1,884.80
Total Rainbow Lake	11.80	16.78	12.49	15.97	22.13	17.25	18.69	18.97	18.69	24.39			173.80
Dune The First Nations	36.11	52.81	42.08	34.01	74.96	44.48	51.16	43.05	39.00	43.15			481.02
Residential	8.29	8.33	4.88	9.70	24.65	10.01	20.98	13.80	28.29	14.30			140.25
Transfer Station	68.26	78.03	89.22	89.88	121.87	71.32	83.06	75.87	86.88	81.84	0.00	0.00	778.97
Construction - Demolition	17.74	17.24	21.21	18.03	30.78	26.87	33.25	41.28	48.28	32.47			235.13
Peddle Prairie Metle Settlement	17.74	17.24	21.21	18.03	30.78	26.87	33.25	41.28	48.28	32.47			235.13
Transfer Station	17.74	17.24	21.21	18.03	30.78	26.87	33.25	41.28	48.28	32.47			235.13
Total Peddle Prairie	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			0.00
Where	8.00	8.00	8.71	8.98	8.00	8.00	8.00	8.00	8.00	8.00			8.71
Non-members	864.94	965.86	1,066.32	1,814.92	1,747.16	1,388.64	1,272.82	1,472.11	1,302.88	2,279.84	0.00	0.00	13,363.61
Total Waste Deposited in PR	0.51	0.56	0.77	0.84	1.81	0.73	1.36	3.72	0.83	2.89			13.31
Products to Designated Area	14.63	12.78	10.02	18.83	2.52	11.49	4.21	13.84	2.80	19.81			110.71
E-waste, electronics	2.52	2.00	4.68	4.17	24.34	19.00	18.74	10.93	6.19	38.24			128.81
Liquid Pump	0.00	0.00	0.00	0.00	0.00	0.22	0.00	0.45	0.60	0.00			1.17
Wooden Burnable	1.32	0.07	1.08	0.28	3.00	0.00	1.48	3.88	0.18	3.75			14.79
Refrigerators	1.24	0.00	3.51	3.33	3.22	3.36	6.84	6.84	4.06	5.32			39.07
White Goods/Assorted metals	2.11	1.15	2.01	7.07	19.89	4.78	7.00	8.63	5.67	4.06			63.57
Household Hazardous Waste	0.00	0.00	0.00	0.00	0.00	0.03	0.01	0.00	0.00	0.00			0.04
Compost	0.08	0.00	0.00	0.01	0.27	0.21	0.00	0.17	0.05	0.54			1.31
Oil Filter/Oil Containers	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.69	0.00	0.00			0.69
Asbestos	0.00	0.05	0.00	0.00	0.01	0.00	0.04	0.00	0.15	0.02			0.27
Animals-haulers responsible for	22.38	18.68	22.88	34.81	58.06	38.22	38.81	58.16	28.21	78.86	0.00	0.00	376.17
Total to Designated Areas	5.24	1.77	7.38	11.61	28.18	8.48	19.01	24.24	10.77	18.79			134.48
Products Diverted for Recycle	877.33	882.34	1,077.48	1,048.83	1,882.21	1,427.88	1,311.83	1,822.26	1,322.21	2,356.78	0.00	0.00	13,729.68
2008 Monthly Total by Weight	1,050.12	978.76	1,165.46	1,272.70	1,907.85	1,748.85	1,434.49	1,470.43	1,326.82	1,548.26	1,340.10	863.97	16,143.90
2007 Monthly Total by Weight	1,144.29	1,121.87	1,523.95	1,378.77	1,858.87	1,751.28	1,481.43	1,735.83	2,108.08	1,588.09	1,018.01	1,342.58	17,828.83
2006 Monthly Total by Weight	0.80	0.00	0.00	0.00	0.86	1873.24	751.20	171.70	27.82	48.88			2,870.84
Soil with hydrocarbons	0	0	98.58	8.11	165.00	478.84	53.84	71.08	344.24	839.44			2,186.87
DIRT													

Landfill Accumulated Tonnage to October 31, 2008



Source of Waste



CANADIAN PROFESSIONAL RODEO ASSOCIATION

October 21, 2008

La Crete Pro Rodeo
Jake Wiebe
Box 1107
La Crete AB
T0H 2H0

Dear Jake,

***Congratulations!** The 6 major events have voted La Crete Field of Dreams Stampede Committee of the Year for 2008 in the category of Large Rodeos.*

The C.P.R.A. will be hosting an Awards Presentation on Thursday, November 6, 2008 at the Westin Hotel, 10135 100 Street, Edmonton at 3:00 p.m. Your award will be presented at this time.

We ask that you R.S.V.P. your attendance to Jessie at the C.P.R.A. office by Thursday, October 30, 2008.

If you have any further questions concerning this presentation, please feel free to contact me.

Again, congratulations and we will see you at the finals.

Yours truly,

Jim Pippolo
Rodeo Administrator/Acting General Manager

JP/jl

note: LaCrete Field of dreams also won the "Golden Rake" large rodeo award which is for the best grounds

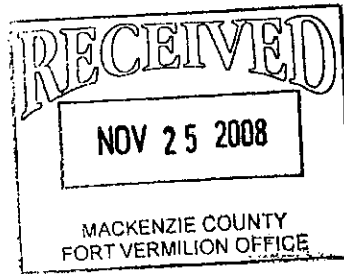
PROFESSIONAL RODEO IN CANADA

email: cpra@rodeocanada.com

#223; 2116 - 27th Avenue N.E., Calgary, Alberta T2E 7A6 Telephone: (403) 250-7440 Fax: (403) 250-6928

November 19, 2008

Mr. Gregory Newman, Reeve
Mackenzie County
PO Box 640,
FORT VERMILION, AB T0H 1N0



Recreation for Life

Dear Reeve Newman,

Do you know what your constituents are saying about local recreation and parks services? A recently completed public opinion poll and research study provides some revealing information that may help you with policy deliberations and in discussions with your constituents.

Key revelations include:

- 93% of Albertans agree that recreation and parks play an important role in bringing communities together and enhancing the quality of life.
- 90% of respondents say that recreation and parks encourage children to be active, live healthy lifestyles and promote positive development.
- 90% agree parks contribute positively to the quality of the environment.
- 78% believe recreation can help reduce our health care burden.
- 99% of Albertan households report receiving benefits from nearby public parks
- 79% of individuals and 86% of households use local parks and recreation services
- 72% of respondents who have not participated in any recreation services agree they also benefit from them even though they do not use them.
- 81% of Albertans believe they are getting value for their current tax investment in recreation and parks. In addition, 64% would pay more if they knew funds would be dedicated to these services.
- 68% say that leisure is more or equally important as their work—a 20% increase since 1996.
- 75% believe that recreation helps to reduce crime

The research also showed that there are challenges—all Albertans are not benefiting equally. Those in rural Alberta, households living in poverty, those with less education and those challenged by disabilities reported reduced access and benefit.

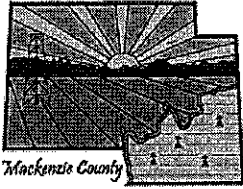
Enclosed with this letter is the research summary, *Public Perceptions on the Use and Benefits of Local Government Recreation and Parks Services*. The full report is available if you would like to have it. Just call (780) 415-1747 or send an email to cpeterson@arpaonline.ca.

Albertans place a high priority on recreation and parks. We are proud to share this information with you and hope we can continue to work with you towards improving recreation and parks services throughout Alberta. Thank you for your attention.

Yours truly,

A handwritten signature in cursive script that reads "Thomas L. Burton".

Dr. Tim Burton
President



Planning & Emergency Services

Tel.: (780) 928-3983 Fax: (780) 928-3636 Cell.: (780) 841-7740

E-mail: rbecker@mackenziecounty.com

Director of Planning & Emergency Services Report - November 2008

Final negotiations regarding the Ambulance were held during the month of November. The County now has an agreement with the Province to ensure direct delivery of services through Peace Country Health to the County resident until April 1, 2011. Council should be proud of themselves for taking this step as we are definitely at the forefront of the EMS transition. We are amongst the first to settle our affairs. We are now beginning the process of working with PCH to begin the transition of our service. I will continue to update Council as we progress through to full integration with AHS on April 1st, 2009.

A meeting was held with all of the County Fire Chiefs on November 13th to discuss the changes to the new bylaw and policy. We also discussed the Standard Operating Procedures (SOP) and asked for any comments or changes they would like to see. A draft version of the revised SOP is being worked on.

The Municipal Emergency Plan (MEP) is currently being reviewed. It will require a fairly substantial overhaul as the legislation and procedures have changed since it was last updated. The County also does not have any business continuity planning in place. Business continuity plans ensure the continued availability of essential services, operations and programs, including all applicable resources. These plans can be activated during, or immediately after an emergency or disruption and are aimed at permitting the rapid and cost effective resumption of critical functions. In plain language, BCP is working out how to stay in business in the event of disaster. Business Continuity needs to be seen as safety net for Mackenzie County. Even though there are costs involved, it is well worth having such plans as it will save the County during an incident and help it react in an ordered and timely matter. Good BCP plans, which are implemented successfully during a crisis, will give Mackenzie County good return on investment.

The County OH&S program is moving along well, based on our program review with safety consultant M. LeClair, we have recognized the need for a detailed Task Inventory to be completed by all supervisory staff regarding their employee's duties. This task inventory is the foundation of the Hazard Identification and must be completed for all critical tasks. It is strongly encouraged that each supervisor completes the task assessments in conjunction with their employees to ensure that all duties are clearly

identified. We have outlined the three elements that the need to completed at the supervisory level; Hazard Assessment, Hazard Controls, & Workplace Inspections. Once these element reviews are completed the data will be reviewed, formatted and compiled into a master safety manual with pertinent safety information provided to each department and worksite. Following this process will enable the County to obtain its COR certification. We will also be outlining a training program for 2009 to continue with our employee training especially in the areas of WHMIS and TDG.

Included in the Council package is an RFD for your information and discussion with respect to the outline plan for the Zama subdivision. The geotechnical work has yet to be done, but will be once the ground has frozen which will allow the equipment to move on site. We should discuss the draft and any questions or concerns can be brought forward to myself for revision or inclusion in the final copy.

I began the negotiation with the Dene Tha F.N. on November 12th. Our initial meet was cordial, the Dene Tha have several concerns with the area that the County is planning to purchase. Some of them are that the area has several trap lines either in or nearby the lands. Mention was also made of a potential archeological site(s) in the area. I have also met with ASRD in High Level to discuss their role in the consultation process. They are obtaining some information from the Fort McMurray area as there is a similar consultation occurring right now. Once ASRD has some more information we will begin moving this process forward.

Public meetings were held in La Crete and Blue Hills on November 6th and 7th for the Ag Land Task Force. The meetings were very well attended with appx. 50 in La Crete and over 100 in Blue hills. A draft version of the report has been produced and was discussed on December 3rd at the Mackenzie County land planning group meeting. It is not looking very promising to have much additional land than what has already been identified released. First Nation consultation still has to be conducted and I feel that it will be important to have myself and the Council members attend the First nations meetings with ASRD. Within the next 2 years the newly released Provincial Land Use framework will be implemented in our region. I will take some time to read and fully understand the new framework and provide a report to Council in the New Year. This is a very serious issue and one that will shape the future of Mackenzie County. I believe it is imperative to understand the frameworks implications and to be part of the process.

The surveys for the MDP are on the County website and have only received 9 responses to date. I have asked the FVSD to ask their students in grades 9 or 10 through 12 to fill out the survey online during a computer class. Roger Clarke, Superintendent of the FVSD advised he would bring this forward to his Principals and ask them to undertake this. The survey has a number of questions regarding recreation and I feel we may be able to use these responses for any recreation plans that the County may undertake. We have prepared and ad to run on the local radio stations encouraging people to take the survey online or fill it out manually.

R.N.BECKER
Director, Planning & Emergency Services

Carol Gabriel

From: Ryan Becker
Sent: Tuesday, December 02, 2008 8:20 PM
To: Carol Gabriel
Subject: FW: Mackenzie County Municipal Development Plan

Please add to the back of my Directors report. Ryan

From: Roger Clarke [mailto:RogerC@fvsd.ab.ca]
Sent: Monday, December 01, 2008 10:13 PM
To: Ryan Becker
Subject: Re: Mackenzie County Municipal Development Plan

No problem Ryan. I will bring this item to the Leadership Team on Wednesday.
Roger Clarke
Superintendent
Sent from my Blackberry

From: Ryan Becker
To: Roger Clarke
Cc: Rick Cusson; David Schoor ; Bill Kostiw
Sent: Mon Dec 01 14:22:16 2008
Subject: Mackenzie County Municipal Development Plan

Roger, I am hoping the Fort Vermilion school Division can assist the County with getting some feedback for our Municipal Development Plan update. We are not getting a lot of feedback and I am trying to brainstorm a few different ways to get people interested. What I was thinking is to have all of the FVSD high school students (grades 9 or 10-12) access the survey in school during a computer class and participate in the survey. This is a good exercise in local government and provides a good outlet for the students to voice their opinions on issues important to them such as recreation as well as the future development of the County. They are the future home owners, business owners etc. and this is an excellent chance for them to participate. If all of the students across the FVSD participate we will get a nice cross section of responses.

I would encourage you to have all of the FVSD employees, teachers, admin staff, bus drivers etc. also fill in the survey.

The survey only takes 5-10 minutes and is very easy to do. All they have to do is follow this link online at http://www.surveymk.com/s.aspx?sm=dsgQsEOtUPFio8vS5swCLw_3d_3d or, you can also go to our website www.mackenziecounty.com and follow the link to get to the survey. I have attached a paper version for those that do not have access to computers. It can be forwarded as per the instructions contained on the survey.

If you feel this is something your schools can assist us with I would certainly appreciate it.

Thanks very much,

Ryan Becker

Director, Planning & Emergency Services
Mackenzie County
(780) 928-3983 - Office
(780) 841-7740 - Cell
rbecker@mackenziecounty.com

Director of Operations (North) Capital Projects Review

Regular Council Meeting

December 9th, 2008

Zama Water Treatment Plant,

Construction is still going on Nason will be on site until December 18th, 2008 returning from the Christmas break on January 5th, 2009. In the past few weeks a large amount of the electrical installations has been completed within the plant we are still waiting for Atco to provide the permanent 600 volt 3 phase power, I have called them and this is to begin construction in the early part of December 2008.

Zama Lagoon

The Contractor has shut down for the season due the weather. They have agreed to be back on site in early spring to finish the work. These are the things that need to be completed, finish the fencing with the gates and seeding the top soil. There is some clean up in the anaerobic cells by means of removing dirt.

Fort Vermilion 47st Paving

The tender is currently out and will be closing on December 9th, 2008

Fort Vermilion Water Treatment Plant

We are still waiting on the new doors for the front of the building along with the sign.

Other Projects

In the past few weeks I have been busy working on the 2009 budget and my 3 and 5 year plan for my area. I have spent some time at the Water Plants with the operator's trouble shooting seasonal issues that affect processing the water. We had a water line break in Zama that affected the water plant; this was the (existing) raw water supply line. The break was under the existing water plant and could not be repaired due to I had some concerns that the foundation would crack and then we would lose the reservoir. What I did is isolate the leak and redirect the water to the new treatment plant and install a 3" flange on the raw supply and run a 4" hard suction line 200 feet to the existing WTP and cut the intake line and install a 3" flange. After that was done I heat traced the line and buried it 24 inches underground and the last 60 feet is exposed but insulated. This temp line will be in use until the new water plant will be producing water with the green sand filter approx 4 weeks.

David A. Crichton

Director of Operations (North)

CAO REPORT TO COUNCIL
December 9, 2008

It is a privilege and pleasure to present my final CAO report to Council for the year 2008. The year is ending on a fairly positive financial position considering the state of the national and international economics.

The County accomplished a lot this year in terms of projects completed and preparing for 2009 projects and events. Passing a balanced operating and capital budget prior to December 31st is a huge accomplishment and will give us an opportunity to examine the value of this procedure.

The County has a very ambitious game plan and many challenges for the next few years and it will certainly test our sustainability as a "team".

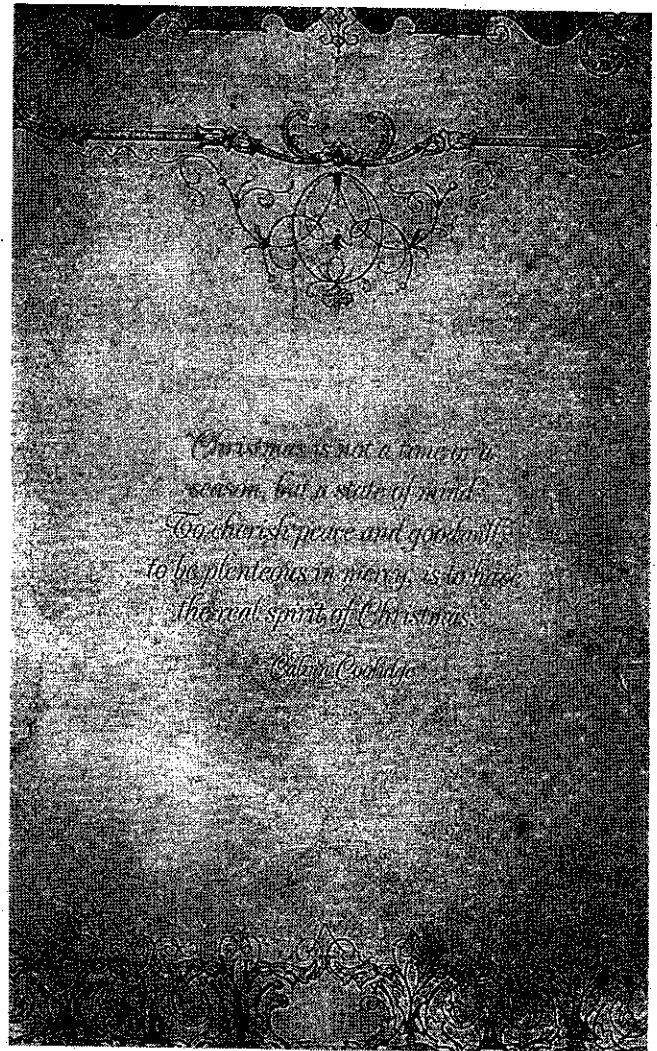
Some of the major projects we will continue to pursue in 2009 are the Industrial Assessment Audit, redefining engineering engagements and materials management. We will also continue to work on project management, tendering earlier, developing better contract documents and searching for more innovative ways to finance projects.

I express my sincere thanks and appreciation for the dedicated staff we have and especially the management team whom give it their best.

In summary, I truly believe that as long as Council stands together as a team the County will achieve great things. Also we need to continue working as the whole Mackenzie team of Council and staff to be able to present a public spirit of cooperation and community support.

Thanks to the Reeve and Council, you're a great bunch, and I really look forward to the final events of 2008 and a very productive year in 2009.

William Kostiw
CAO



Attachments:

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The man who says that what was good enough for his father is good enough for him fights progress. He would never have invented the wheel, not to mention the automobile.

Imperial Oil Limited
237 - 4th Avenue S.W.
Calgary, Alberta
Canada T2P 0H6

R. S. (Richard) Halpin
Manager

Procurement Services
Tel: (403) 237-2570
Fax: (403) 237-3762
E-Mail richard.s.halpin@exxonmobil.com

November 25, 2008

To: Our Suppliers of Goods and Services

Imperial Oil and ExxonMobil Canada regularly undertake thorough reviews of its business practices. As part of the review process, we believe it is important to communicate to our business associates Imperial Oil and ExxonMobil Canada's expectations for the proper conduct of its business activities. As guided by our long-standing Ethics Policy, our principal aim is to ensure that we conduct our business in accordance with the very highest standards. In turn, we expect that our goods and services suppliers are committed to similar standards.

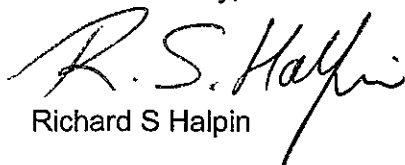
Imperial Oil and ExxonMobil Canada's standards cover safety, contract awards, personal business behavior, compliance with all applicable laws, adequate internal controls and the proper recording and reporting of all transactions. It is fundamental that all financial settlements, reports and invoicing correctly reflect the business transactions between us. We want to emphasize that no person in Imperial Oil and ExxonMobil Canada is authorized to ask your organization to take any action on our behalf which is contrary to any laws, regulations, or our own stated policies. We are committed to ensuring that contracts and other awards are made in a fair manner. We encourage you to contact us if you are aware of any practices which fail to meet these standards or if you have any concerns in this regard.

Another key standard is our policy on the receipt of gifts and entertainment. Our employees are not permitted to receive gifts or favors which exceed a nominal value or to receive any extravagant or frequent entertainment from individuals, companies or firms who do business, or seek to do business, with us. You are likely aware of this policy, but we have found that firm re-confirmation of our position is beneficial both to us and our business associates.

We also ask you to be alert to the potential for Illegal Information Brokering where persons approach suppliers offering confidential information that is used to obtain business through corruption of the competitive bidding process. Such practice is illegal and we ask that you report the occurrence of any such incident.

For best awareness and understanding of our business standards, we would appreciate your bringing this letter to the attention of those within your organization who have business contact with us or our affiliates. Should you at any time have any questions or concerns as to the application of these business standards, please let us know by contacting our Controls Advisor, Bob Nastiuk, at (403) 237-2588.

Yours sincerely,


Richard S Halpin



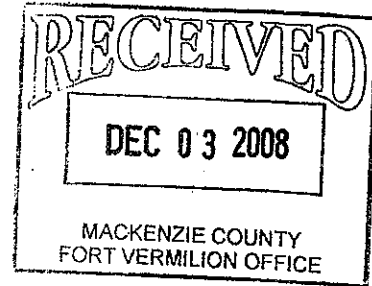
November 27, 2008

VIA: Fax/Original - Mail

Mackenzie County
P.O. Box 640
Fort Vermilion, AB T0H 1N0

Attention: Mr. Bill Kostiw, C.A.O

Re: River Road Grading
Engineering Budget Cost Increase
Ref.:1008111



This letter is in regards to the changes necessary to the engineering costs for the above noted project.

Our initial estimate for the Construction Supervision/Contract Administration phase for the project was \$37,200.00. As of November 15, 2008, expenditures for this phase totaled \$38,193.22.

Engineering estimates provided by GENIVAR are always provided based on an "assumed" amount of construction days on site. Upon acceptance of the contractor's tender and more specifically upon completion of the project the "actual site occupancy days" are known. The days spent on site providing contract supervision have a direct impact on the original engineering estimate.

In this case GENIVAR's initial engineering estimate provided to the County assumed 25 days of construction, which is the same amount of days that was bid by the contractor. To date, the contractor has spent 31 days on site (an additional 6 days over his bid) and it is anticipated there is at least 20 days of work remaining to be completed in spring of 2009.

Given the number of additional site occupancy days over his original bid, the Contractor could be penalized, and this monetary penalty would assist the owner (i.e. the County) in offsetting the additional engineering costs required for having to have the engineering team onsite longer than anticipated.

Our initial engineering budget estimated daily engineering costs to be approximately \$1,490.00 per day, therefore the additional estimated 26 days (6 site occupancy days plus 20 days estimated to be worked in the spring) of construction supervision equates to an additional \$38,740.00 of engineering requirements.

This timeframe and the amount of time spent working on finalizing this aspect of the project was far and above what we anticipated.

GENIVAR will strive to reduce the County's costs so the final cost overrun will be less than the anticipated \$38,740.00.

Considering the "final" tasks that need to be completed on this project we anticipate the final total costs to be under \$112,940.00 (initial total estimate plus the anticipated overruns).

It should be noted that in cases where the contractor actually takes "less" site occupancy days than originally estimated that the engineering is similarly reduced and the County receives a reduced engineering amount as was the case on the **Zama Road Phase II** paving project where the final engineering was less than the original budget by over \$80,000.

Should you require further information or clarification, please contact me at (780) 928-4461.

Sincerely,



Mark Onaba, *E.I.T.*
Area Manager
GENIVAR

cc: John Klassen, Mackenzie County
Mark Schwab, GENIVAR
Garth McCulloch, GENIVAR
Peter Gayed, GENIVAR

Carol Gabriel

From: Joyce Wieler [joycewieler@hotmail.com]
Sent: Monday, December 01, 2008 1:34 PM
To: Bill Kostiw
Subject: architect and meeting

Hello Bill.

I would like an update as to the architect coming to meet with our local library Board re addition to the LCPS. I read in the paper that the County is willing to pay up to \$15,000 for this but is also asking the FVSD to pay half. My understanding is that the FVSD is not paying as per their discussion with the County last week. Also I don't believe it was discussed regarding an addition to the existing library but an addition to the gym. Our Board realized that this would not be a solution (adding to the existing library) and that the only option would be to add onto the gym if an addition to the school is what the County will fund. Our Board is meeting tonight for its regular meeting and I would like to give an update on this.

Thanks,
LCCL Chairperson

Joyce Wieler

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Win a trip with your 3 best buddies. Enter today.

Carol Gabriel

From: Jan Mazurik [Jan.Mazurik@gov.ab.ca]
Sent: Tuesday, December 02, 2008 11:07 AM
Subject: Northern Alberta Elected Leaders
Importance: High

Dear Northern Elected Leaders:

As many of you are aware, Rick Nicholson, past mayor of Fairview resigned from his position. His resignation removes him from the chair position of the Northern Alberta Elected Leaders. Tim Stone, Reeve M.D. of Saddle Hills is the vice chair rural, and Margaret Tardif, Mayor of Falher is the vice chair urban.

They have asked NADC to call a meeting for January 30th. Mayor Callioux with the Town of Peace River has graciously offered Peace River as the location.

Please forward to Jan your discussion items for the agenda. jan.mazurik@gov.ab.ca

Recommended items include:

- 1) Review of Policies regarding replacement of chair

Dan Dibbelt
Executive Director
Northern Alberta Development Council
206, Provincial Building, Postal Box 900-14
Peace River, Alberta, T8S 1T4
Bus:780-624-6338 Cell: 780-618-1707

Carol Gabriel

From: Joulia Whittleton
Sent: Wednesday, December 03, 2008 1:04 PM
To: Council
Cc: Bill Kostiw
Subject: FW: News Release - Premier appoints new deputy ministers of Transportation and Justice ~24880~

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

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From: ACNMail@gov.ab.ca [mailto:ACNMail@gov.ab.ca]
Sent: Wednesday, December 03, 2008 1:02 PM
To: Joulia Whittleton
Subject: News Release - Premier appoints new deputy ministers of Transportation and Justice ~24880~

News Release

December 3, 2008

Premier appoints new deputy ministers of Transportation and Justice

Edmonton... Premier Ed Stelmach has appointed two long-term civil servants to lead the ministries of Transportation and Justice.

Gary Boddez has been named to the position of deputy minister of Alberta Transportation and Raymond Bodnarek Q.C. is the new deputy minister of Alberta Justice and Attorney General. Both individuals had been acting in the role of deputy minister since the positions became vacant earlier this year.

“These two individuals bring decades of dedication and experience with the Alberta Public Service and are excellent additions to our deputy ministers’ team,” said Stelmach.

Boddez joined the Alberta Public Service in 1974 and has held a variety of positions, including assistant deputy minister of Finance and Administration in Alberta Public Works, Supply and Services; assistant deputy minister in Alberta Lotteries and Gaming; and assistant deputy minister of corporate services in Alberta Municipal Affairs. He moved to Alberta Transportation and Utilities in 1997 as assistant deputy minister of traffic safety services. In 2002, he assumed responsibility for the Alberta Transportation Safety Board and held that position until his current appointment.

Boddez holds a bachelor of commerce degree from the University of Alberta and has completed the Senior and

Executive Managers' Development Program at the U of A.

Bodnarek joined the Alberta Public Service in 1986 as legal counsel with the civil litigation team in Alberta Justice. He has worked in a variety of areas, including team leader in the Environmental Law Section, director of Legal Services and assistant deputy minister of the Legal Services Division. He also has experience as a lawyer in private practice.

Bodnarek earned a bachelor of laws degree from the University of Alberta and a master of laws degree from Dalhousie University in Nova Scotia. In 2006, he was appointed Queen's Counsel for the Province of Alberta.

-30-

Media inquiries may be directed to:

Tom Olsen
Office of the Premier
780-422-4905

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=====

Carol Gabriel

From: Joulia Whittleton
Sent: Wednesday, December 03, 2008 1:41 PM
To: Dean Krause; Bill Kostiw
Cc: George Schmidt; jchomiak@highlevel.ca; Crystal McAteer; Greg Newman; Stuart Watson (BJServices); John W. Driedger
Subject: RE: Negotiation Meeting

Hi Dean,

Bill is away this week. I will inquire from other members about December 16th and will discuss this with Bill as soon as he gets back.

I think Stuart is away that day (Hay Zama Committee meeting in Edmonton). There is nothing on Bill's calendar for that evening.

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

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From: Dean Krause [<mailto:dkrause@highlevel.ca>]
Sent: Wednesday, December 03, 2008 1:43 PM
To: Bill Kostiw; Joulia Whittleton
Cc: George Schmidt; jchomiak@highlevel.ca; Crystal McAteer
Subject: Negotiation Meeting

Bill and Joulia:

The Town's lawyer is cleaning up the agreement and should have it back to us next Monday or Tuesday. The draft IPC bylaws should be ready by then also. The Town's negotiation committee can meet on December 16th, is that good with you?

Also, as December is here, I would like to meet and discuss payment for the second half of 2008. When would you be available to meet on this?

Thank you,

Dean Krause, CPT, CLGM
Chief Administrative Officer
Town of High Level

Phone: (780)926-2201
Fax: (780)926-2899
Direct Line (780)821-4001

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Carol Gabriel

From: Tom Friesen [tom.f@telus.net]
Sent: Thursday, December 04, 2008 9:29 PM
To: Frank Oberle
Cc: Ridgeview Mills; Bill Kostiw
Subject: Community Devel Trust Fund

Mr. Oberle:

An update from here in LaCrete

First I wish to inform you that I have been successful in purchasing the sawmill from the receiver via a arms length company and funding from a private source.

Secondly the Energy Plant is moving ahead...although it appears slowly...but the monetary issues surrounding America now it is not an easy thing to do.....but we do expect to have it all wrapped up on or before March 31 so we can pour concrete in May.

Thirdly I would like to have an update from you as to the Comm Devel Trust Fund Proposal the Mackenzie County presented to you several weeks ago. Let me assure you that this project would have a huge positive impact on High Level, Fort Vermilion, and LaCrete, not only directly in the forest industry but also on all other business in the areas.

Appreciate you, and your time on this and the many other things you do for us all in Government.

Sincerely,

Tom Friesen
P.O. Box 1420
LaCrete, Alberta
T0H 2H0
780-928-2988 Main
780-926-0048 Cell
780-928-2920 Fax

Carol Gabriel

From: Dan McGuigan [dmcguigan@dclsiemens.com]
Sent: Thursday, December 04, 2008 5:29 PM
To: Bill Kostiw
Subject: Pre Xmas Report to Interested Counillors

As discussed, we can meet the week of the 15th to 19th to go over the Fort Vermilion to La Crete waterline. We'd have some routing info, rough costing, and plans to look at. With a nod from Council, we could let Forest Trotter know about go ahead on the line south of La Crete. Anyway, let me know.

Dan McGuigan, P. Eng.

DCL SIEMENS

DCL Siemens Engineering Ltd.
#101, 10630 - 172 Street
Edmonton, Alberta
T5S 1H8
Office: (780) 486-2000
Fax: (780) 486-9090

Email: dmcguigan@dclsiemens.com

Carol Gabriel

From: Alvin R. Bill [abill@telus.net]
Sent: Thursday, December 04, 2008 12:33 PM
To: Bill Kostiw
Cc: Sue Bill
Subject: Snowmobiles - Quads - Dirt Bikes

Bill,

As per our phone conversation last Friday afternoon (November 28th) regarding the ongoing problem with snowmobiles, quads and dirt bikes trespassing on our property which is located in the SW-29-106-15W5.

We have tried installing No Trespassing and Keep Out signs, they do not pay any attention to the signs as they will drive around them and / or OVER TOP of them! These people seem to have "ZERO respect" for the landowners or their property. We are extremely frustrated with them running across our lawn!

We have also made numerous calls to the RCMP as well as some calls to yourself. We all know that it is difficult to catch them. I am sure there must be something that can be done to help to reduce the problem, pass a bylaw where it is illegal to drive the ATV's, etc. on town streets. Make EVERYONE load the machines up and haul them out to an area where they can use them, as this is where the big part of the problem comes from, being that we are in a close proximity to town. Place an article (both Spring and Fall) in the local papers, Big Deal Bulletin, etc. Reminding people to use common courtesy, respect and to stay off private property unless they have obtained permission. Forget about warning the culprits when you are lucky enough to catch them, have the RCMP CHARGE THEM – No Exceptions.

Another solution would be for us to install a fence around our property! I'm guessing it would cost approximately \$5000, that's a lot of money and I do not see why we should pay for it on account of a lot of disrespectful people. Would the County deduct the cost of a fence from our property taxes?

In closing, I want to see people enjoy their ATV's and have a good time. But we did not acquire our property for for their use and convenience! We look forward to hearing from you.

Regards,

Alvin and Sue Bill
(780) 928-4853
abill@telus.net

Carol Gabriel

From: George Durocher [George.Durocher@focus.ca]
Sent: Friday, December 05, 2008 6:06 PM
To: Ryan Becker
Cc: Doug Schuler; Bill Kostiw
Subject: RE: Mackenzie County - Lacrete Admin Bldg - Geothermal Contract - Pre-Qual. close to be extended

Ryan:

I would like to issue an Addendum on this matter, Monday, Dec., 8/08 if possible.
Please confirm a.s.a.p. if we can extend the Geothermal Pre-Qual. Close from Dec 15/08 to Jan 5/09.

Regards,

George Durocher

Senior Project Manager

Focus Corporation

5018-52nd Street, Camrose, Alberta T4V 1V7

Direct: (780) 672-2468 Ext. 105, **Cell:** (780) 910-6584, **Fax:** (780) 672-9146

From: Ryan Becker [mailto:rbecker@mackenziecounty.com]
Sent: Tuesday, December 02, 2008 8:01 AM
To: George Durocher
Cc: Doug Schuler; Bill Kostiw
Subject: RE: Mackenzie County - Lacrete Admin Bldg - Geothermal Contract - Bid Bond, Maintenance Bond, Labour Bond

George, I will have to speak with Bill about this. We had a fairly lengthy discussion about this issue at Council and I do not think that the 10 percent holdback is something we will be interested in for a number of reasons. I know it would work better for most of the contractors that are preparing bids for the project. Bill is out of the office this week and I will be trying to catch him on his cell phone. Ryan

From: George Durocher [mailto:George.Durocher@focus.ca]
Sent: Monday, December 01, 2008 6:30 PM
To: Ryan Becker
Cc: Doug Schuler
Subject: Mackenzie County - Lacrete Admin Bldg - Geothermal Contract - Bid Bond, Maintenance Bond, Labour Bond

Ryan:

Noted below is a request from Threshold Energies to delay the Geothermal Prequalification deadline to Dec 29/08. It would seem that other Geothermal Contractors are in the same situation. As our offices will be closed over the Holidays & will not be open until Jan. 5/09, we would suggest that the actual date be extended until Jan. 5/09. Also, regarding the Maintenance & Labour Bonds alternative, we would consider this to be acceptable, however we would have to extend this alternative to the rest of the bidders.

Please review & let me know what you think on this matter.

Regards,

George Durocher

Senior Project Manager

Focus Corporation

5018-52nd Street, Camrose, Alberta T4V 1V7

Direct: (780) 672-2468 Ext. 105, **Cell:** (780) 910-6584, **Fax:** (780) 672-9146

www.focus.ca

12/8/2008

-15-

From: Leigh Bond [mailto:leigh.bond@gothreshold.com]
Sent: Monday, December 01, 2008 6:18 PM
To: George Durocher
Subject: Bid Bond, Maintenance Bond, Labour Bond

We just got your addendum #1 this morning that specifies the prequalification deadline as December 15. We have been working on this process over the last month or so. Since we have never gone through this process before, it is taking considerably more time than we anticipated. Based on the information our insurance company needs and the time they need to review our submissions, we need an extension to the prequalification date.

We would request an extension to December 29, 2008.

In reviewing the bid requirements we would also like to propose an alternative to the Maintenance Bond and Labour Bond requirements. In lieu of posting these bonds we would like to propose that the client retain our 10% holdbacks on each monthly invoice for a period of 12 months after our final invoice is issued. It would be our intent to deal with deficiencies (if any) to the client's satisfaction with the objective of getting paid all the holdback monies after the 12 month period.

Leigh Bond
President
Threshold Energies Corporation
Office: 780-459-9433
Cell: 780-982-1101
Fax: 780-665-7040
Home: 780-458-0974

Carol Gabriel

From: George Durocher [George.Durocher@focus.ca]
Sent: Friday, December 05, 2008 6:11 PM
To: Ryan Becker
Cc: Doug Schuler; Bill Kostiw
Subject: RE: Mackenzie County - LaCrete Admin Bldg - Pre-Tender Site Meeting - Dec 16/08

Ryan:

Can we consider holding a Telus phone conference instead of the Site meeting on Dec 16/08 in LaCrete. This way all interested contractors / bidders may be able to tap into a phone line rather than travelling to LaCrete that day?

Please let me know if think that this may be acceptable.

Regards,
George Durocher
Senior Project Manager

Focus Corporation
5018-52nd Street, Camrose, Alberta T4V 1V7
Direct: (780) 672-2468 Ext. 105, **Cell:** (780) 910-6584, **Fax:** (780) 672-9146



Suite 107, 4990-92 Avenue
Edmonton, Alberta T6B 2V4
Tel: 780.415.5154
Fax: 780.463.5280

December 5, 2008

Honourable Ed Stelmach
Premier
Government of Alberta
307 Legislature Building
10800 97 Avenue
Edmonton, AB T5K 2B6

Dear Premier Stelmach:

The members of the Commuter Air Access Network of Alberta (CAANA) support your position of not providing funds for the City of Edmonton bid for the 2017 World's Fair if the fair will be located on the site of the City Centre Airport.

This request from the City of Edmonton was not just for the bid for a World's Fair, it is a front or façade to extract support from the Government of Alberta for the eventual closure of the City Centre Airport. Underlying all the information regarding the bid is the inference that the lands of the City Centre Airport would be an appropriate location for the Fair. Couple this with the efforts of Mayor Mandel and consent of Edmonton Airport Authority to utilize the airport lands for development purposes and you have the thrust and excuse for the complete and total closure of this most important transportation facility. This initiative would end all air passenger services to and from the regions of the Province to the Capital City, and most importantly it would result in the total disruption of Medevac flights to the trauma centres, medical and health facilities in the City of Edmonton. The Government of Alberta has made major investments in the health and medical facilities in the Capital City to be used by Albertans from all parts of our province.

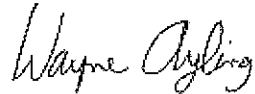
The inferred conversion of the City Centre Airport into the World's Fair site is the thin edge of the wedge. Once the first decision is made for funding, it is implied that future and more funding will flow. There will be no turning back. It is especially significant that the exact location has not been communicated to you or the Citizens of Edmonton.

Mr. Premier, groups like the Mayors and Reeves from all regions of Alberta, AUMA, AAMD&C, and the Alberta Chamber of Commerce have all passed resolutions in support of an Open Skies Policy for Alberta. The Edmonton City Centre Airport is the only logical facility or hub for efficient commuter air passenger services, and for speedy, efficient Medevac services for the Citizens of Alberta.

We urge you to preserve this transportation and medical emergency facility for the continued economic benefit of the Province and for future generations.

Thank you for your consideration and we look forward to working with you in the months ahead.

Yours sincerely,

A handwritten signature in cursive script that reads "Wayne Ayling".

Wayne Ayling
Chairman

cc: Alberta MLAs
CAANA Members



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

copy to Julia
PLEASE

Emerging Trends

in Municipal Law

2009

The Latest Issues
Impacting Municipalities

Calgary
Thursday, February 5th

Deerfoot Inn & Casino
1000, 11500 - 35 Street SE
(403) 236-7529

Edmonton
Thursday, February 12th

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

Topics

- Affordable Housing
Municipal Affordable Housing Solutions: Delivering Growth and Community Needs
- Inter-Municipal Planning
Growing Pains: The New Reality of Inter-Municipal and Regional Planning
- Public Hearings Primer (Breakout Session)
Do's and Don'ts
- Environmental (Breakout Session)
Toxic Real Estate & the Municipality: Planning and Risk Management Considerations
- Bear Pit Session:
TILMA Some More, P3's Please, Contractors vs. Employees

We want your input!

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

Your Questions Answered

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

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



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

Calgary
February 5, 2009

Edmonton
February 12, 2009

Register by faxing or mailing this sheet to:

Attention: Crystal Power
Brownlee LLP
Suite 2200, 10155 - 102 Street
Edmonton, Alberta T5J 4G8

Phone: (780) 423-7514 Toll Free: 1-800-661-9069
Fax: (780) 424-3254

Or Register via E-mail: cpower@brownleelaw.com

Yes, I will be attending in: **Edmonton** **Calgary**

(Please include names of all individuals attending)

Name(s) & Position	
Municipality	
Address	
Phone	Fax
E-Mail	

Registration Fee
\$100/person (no gst)

Payment options

- If mailing, please send a cheque along with your registration form
- Make cheques payable to Brownlee LLP
- If sending a fax or e-mail, we will mail you an invoice for the total

Your registration fee includes lunch, coffee breaks and a materials booklet to take home.

Cancellation Courtesy: If you are unable to attend after having registered, please let us know. Otherwise we will be charged for your lunch.

Registration Deadlines: January 30th for Calgary Seminar; February 6th for Edmonton Seminar

A borrowing bylaw must state the amount to be borrowed, the purpose for which the money is borrowed, the maximum interest rate, the terms of repayment of borrowing and the sources of money to be used to pay the principle and interest owing under the borrowing. A borrowing bylaw for a 3-year term does not have to be advertised.

The Finance Committee reviewed this matter at their November 27, 2008 meeting and passed the following motion:

That administration be instructed to draft and bring forward for approval by Council a new short-term borrowing bylaw in the amount of \$6,000,000 with a recommendation from the Finance Committee to approve continuation of the Line of Credit for the County.

COSTS & SOURCE OF FUNDING:

N/A

RECOMMENDED ACTION:

Motion 1: (requires 2/3)

That first reading be given to Bylaw 691/08, being a bylaw authorizing the short-term borrowing of funds.

Motion 2: (requires 2/3)

That second reading be given to Bylaw 691/08, being a bylaw authorizing the short-term borrowing of funds.

Motion 3: (requires unanimous)

That consideration be given to go to the third reading of Bylaw 691/08, being a bylaw authorizing the short-term borrowing of funds.

Motion 4: (requires 2/3)

That third reading be given to Bylaw 691/08, being a bylaw authorizing the short-term borrowing of funds.

Author: _____ Review Date: _____ CAO _____

BYLAW NO. 691/08

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

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

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

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

1. That the Council of the Corporation does authorize to borrow from the ATB Financial a sum or sums not exceeding Six Million (\$6,000,000.00) Dollars, which the Council deems necessary to expend to meet the current operating expenditures and capital obligations of the Corporation, until such time taxes levied or to be levied therefore can be collected, or as grants can be received from the Province of Alberta, and as the Corporation applies for and receives funds by way of issuance of long-term debenture, and to pay or agree to pay interest on the sum or sums so borrowed either in advance or at maturity, and in either case after maturity, at such rate as may be agreed upon from time to time between Council and the ATB Financial.
2. That the sum or sums so borrowed be evidenced and secured by the promissory note or notes of the Reeve and Chief Administrative Officer or his designate of the Corporation given on its behalf, and the said Reeve and Chief Administrative Officer or his designate are hereby authorized and empowered to execute and give such promissory note or notes as may be required by the ATB Financial and to determine and agree upon from time to time the rate of interest applicable to the amount of same borrowed hereunder, remaining from time to time outstanding.
3. That the Council of the Corporation does hereby pledge to the ATB Financial security for the money borrowed hereunder, unpaid taxes and penalties on taxes assessed and/or levied by the Corporation in previous years together with penalties thereon and taxes assessed or to be assessed and/or to be levied for the current year and the following year, equal only to the amount of used promissory note or notes including interest but not to exceed the sum of Six Million (\$6,000,000.00) Dollars.

4. The Corporation shall deposit in an account with the said ATB Financial the amount of said taxes, penalties and other designated revenues as collateral security for the money to be borrowed hereunder and interest thereon, and the sum shall be applied as necessary in payment of monies borrowed hereunder and interest thereon.
5. That the said ATB Financial shall not be restricted to the said taxes, penalties and other designated revenues for the payment of the monies borrowed as aforesaid, or to be bound to wait until such taxes, penalties and other designated revenues can be collected, or be required to see that the said taxes, penalties and other designated revenues are deposited as aforesaid.
6. That nothing herein contained shall waive, prejudicially affect or exclude any right, power, benefit or security by statute, common law or otherwise given to or implied in favour of the said ATB Financial.
7. This Bylaw shall come in effect on January 1, 2009 and expire on December 31, 2011.

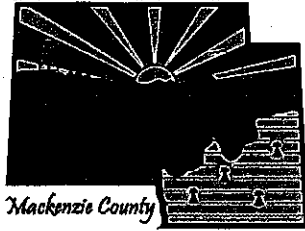
READ a first time this day of , 2008.

READ a second time this day of , 2008.

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

REEVE

CHIEF ADMINISTRATIVE OFFICER



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 9, 2008
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	Purchasing Authority Directive and Tendering Process Policy FIN025

BACKGROUND / PROPOSAL:

Council approved the Purchasing Authority Directive and Tendering Process Policy FIN025 in December, 2007.

OPTIONS & BENEFITS:

The revised policy was reviewed by the Finance Committee and Council. Administration made some additional changes. Further, the Finance Committee reviewed this policy at its last two meetings and passed the following motion:

That a recommendation be taken to Council to approve the Purchasing Authority Directive and Tendering Process Policy FIN025 be as amended.

COSTS & SOURCE OF FUNDING:

NA

RECOMMENDED ACTION:

That the Purchasing Authority Directive and Tendering Process Policy FIN025 be approved as presented.

Author: _____

Review Date: _____

1970-1971

Mackenzie County

Title	Purchasing Authority Directive and Tendering Process	Policy No: FIN025
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Legislation Reference	Municipal Government Act, Section 209 and 248 (1) and Part 5
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Purpose
<ul style="list-style-type: none">• To provide Council and municipal employees with a clear understanding of purchasing authority, what that purchasing authority is and the process in which the municipality is committed to an expenditure, and approval for payment of such an expenditure.• To establish a policy for the tendering for the supply of goods and services and the subsequent opening and award of contracts.

Policy statement, definitions and general guidelines

1. Policy statement

Policy will provide guideline for the purchasing of goods and services and on the tendering process

2. Definitions

Recurring expenditure:

- For the purpose of this policy, "Recurring" expenditures shall include items such as utilities, telephone, lease payments, contract payments, payroll or items as identified by the Chief Administrative Officer (examples of non-recurring expenditure: traveling, training & education).

Tender:

- For the purpose of this policy, "tender" means an invitation to tender, bid, quotations and requests for proposals.

Bidder:

- For the purpose of this policy, "bidder" means a person, groups of persons, corporation or agency that submits a tender for the supply of goods and/or services to the municipality.

Local Supplier:

- For the purpose of this policy, "local supplier" means a business located within the Mackenzie County including Towns of High Level and Rainbow Lake.

Council:

- For the purpose of this policy, "Council" means Council as whole.

Designated Officer:

- For the purpose of this policy, "Designated Officer" means an individual or individuals as described in MGA.

COR:

- The Certificate of Recognition (COR) in safety is issued to employers who develop and implement health and safety programs that meet established standards. COR is an essential component of WCB's Partners in Injury (PIR) program. Certificates for the Alberta construction industry are issued by the Alberta Construction Safety Association and are co-signed by Alberta Human Resources and Employment.

3. Responsibilities**Chief Administrative Officer (CAO) and/or designate officer will:**

- Provide requisition forms (for field projects) and procedures to support the implementation of this policy.
- Reserve the right to remove or amend the purchasing authority for any position of the municipality. ^{staff}

Chief Administrative Officer (CAO) and/or designate officer and the Reeve will:

- Be the signatories required on all contract and agreement documents for purchases approved by Council. ^{and/or Deputy Reeve}

Director of Corporate Services will:

- Provide procedures for the processing of invoices and statements.
- Provide procedures for the recording of purchases into inventory.
- Provide procedures for the recording of capital assets additions.
- Provide the capital budget projects codes annually and as required.
- Provide capital and operating income statements at no less than monthly frequency and reasonably upon request to the department heads for their review to supplement spending monitoring.

C.A.O., Directors and Managers will:

- Ensure that all tendering and purchasing complies with this policy.
- Ensure the proper coding of their departmental invoices to operating and capital codes.
- Review the monthly capital and operating income statements and provide comments for the monthly variance report prepared for Council by the Finance Department.

4. Purchasing from local suppliers

Council recognizes that it is in the best interest of the region to encourage local supply of required goods and services and is therefore committed to purchasing, where permitted, from the local suppliers where costs and quality are competitive and comparable, considering travel time, specifications and investment in local communities.

Purchasing Authority

- List of positions authorized to commit expenditures on behalf of the municipality with the maximum amounts those positions are authorized to commit:**

- a) Chief Administrative Officer As approved by Budget
- Director of Corporate Services & Assistant CAO As approved by Budget

(NOTE: this is subject to approving the DCS position as a Designated Officer by Council)

Director of Public Works & Agriculture Operations (North)	\$10,000
Director of Planning, Enforcement & Emergency Services	\$10,000
Director of Environmental Services Operations (South)	\$10,000
Agricultural Field Man	\$10,000

b) Delegated Expenditure Authority:

Other municipal employees may make purchases under a written authorization of their respective directors, providing these expenditures have been approved in the current budget and they are not exceeding the maximum allowable commitment amounts for the respective department head positions. All written authorizations are to be approved (prior) by the CAO or by the Designated Officer. The Finance Department will receive the original approved written authorizations, and will maintain an up to date list of delegated expenditure authorities.

6. Spending authority in a disaster situation

- a) In a disaster situation, defined by the Chief Administrative Officer or the Director of Disaster Services, authority is granted to spend up to \$50,000 without the need to tender on the sole authority of the Chief Administrative Officer or the Director of Disaster Services. During the disaster, spending in excess of \$50,000 is to be approved by Reeve or Deputy Reeve, or in absence of both, any Councillor, and the Chief Administrative Officer or the Director of Disaster Services without the need to tender.

7. Regulations

Notwithstanding the above authorizations, the following regulations shall apply:

- a) No expenditure or total of such expenditures shall exceed the approved budget amount of each general ledger code without prior authorization of the C.A.O. or Council designated officer.
- b) Where a required purchase exceeds the authority noted above, approval of such purchase shall be obtained from the C.A.O. or designated officer Council prior to the commitment of the purchase. Approval is deemed to be given when the C.A.O. or designated officer signs and dates the purchase order requiring approval.
- c) It shall be the responsibility of each individual preparing a purchase order to know the estimated amount and not to exceed his/her limit or budget; the individual requesting approval must identify available funds for the required expenditure.
- d) It shall be the responsibility of each department head to assure that an invoice is coded to the correct general ledger code. At no time an expenditure is to be coded to another department/function to which it does not belong.

e) Where expenditures are recurring the C.A.O shall review and approve such expenditures for payment. Should a department head request that recurring expenditures are required and approved by him/her prior to payment, that department head shall advise the C.A.O in writing of such requests identifying what recurring expenditures he/she wishes to review.

8. Tendering process and proposal call process

a) Tenders shall be requested from not less than the number of sources listed below, all tender documents to be retained for a period of not less than two years and copies to be submitted to the Finance Department. In addition, The following criteria shall be used for determining if Council decision is required in awarding a tender:

Purchase scale	Minimum approval level on invoice for budgeted expenditures	Tender requirement	Council approval requirement
Up to \$500	Leadhand or Controller via written authorization from an appropriate Director	Phone quotes or catalog pricing are encouraged to compare prices	No
>\$500 to \$5,000	Leadhand or Controller via written authorization from an appropriate Director and Directors	Phone quotes or catalog pricing for price comparison <i>Ured</i>	No
>\$5,000 to \$10,000	Directors	Three written quotations	No
>\$10,000 to \$74,999 for goods and materials; and >\$10,000 to \$199,999 for construction projects	Directors and CAO	Three written quotations	No
\$75,000 and up for goods and materials; and \$200,000 and up for construction projects	Directors and CAO	Open advertised tenders or proposal as approved by Council and as per TILMA (Trade, Investment and Labour Mobility Agreement)	Yes (tender contract to be signed by CAO and Reeve)

b) Where tenders are received that do not comply with Section 8(a), or where three (3) tenders cannot be obtained, the tenders received will be accepted provided that:

i. Tenders or quotes have been requested from local suppliers of the goods or services required for goods and materials under \$74,999 and for

- construction projects under \$199,999,
- ii. Tenders received which are believed to reflect a fair market price based on the conditions of the request for quotes, and
 - iii. The successful bidder is capable of providing the goods or services as per the conditions of the request for tender or quote.
- c) Where the nature of the services required does not provide for public the competition necessary for the tendering process, Council may by resolution, or the CAO in writing, provide for special tendering and award processes. Examples of these are invitational tenders, legal, architectural and engineering services, accommodations.
 - d) No tenders are required when group purchasing programs are utilized (AAMD&C and AUMA group purchases), but periodic price check must be conducted.
 - e) Standing quotations may be obtained and used to satisfy the requirements in Section 8(a) for the time period the vendor agrees to honour the quotation.

9. Request for Tender Process (excludes quotes)

- a) Sealed tenders shall be processed in the following manner:
 - i. Sealed tenders to be received marked in the specified manner prior to the designated tender closing. Each tender must be time and date stamped upon receipt and must be kept confidential in a secure place.
 - ii. The sealed tender will be considered invalid if opened prior to the public opening, or if the contents are disclosed to any municipal staff member prior to the public opening.
 - iii. The tender opening shall be held at the Fort Vermilion Corporate office in a presence of C.A.O. or designated officer or Council and be recorded using a Tender Document Form.
 - iv. A summary of the tender opening shall be included in the council meeting minutes.
- b) Withdrawal of a sealed or written tender will only be accepted prior to deadline for receipt of tenders. The request to withdraw the tender must be received in writing.

10. Information to Bidder

- a) Each request for a sealed tender shall provide a clearly defined description of the goods or services required by the municipality, and shall include a statement that the terms of this policy shall apply to each tender.
- b) If additional information is developed during the request for sealed or written tenders, due to meetings, questions raised, or changes in specifications, this information shall be forwarded in writing to all bidders.
- c) Where telephone quotations or written quotes are requested, staff shall ensure that the same information and deadline is given to each person quoting.

- d) No information regarding tenders or bidders will be released until a tender has been closed. ~~A summary of results of tenders will be public information.~~ Details of a specific tender are not to be disclosed in accordance with the Freedom or Information and Protection of Privacy Act. The name of a bidder, the date of a tender, the unit or lump sum price may be disclosed.

11. Security, Bonding and other requirements

- a) Prior to awarding of the contract, all security, insurance, and if required naming the Municipality as an additional insured, and Workers Compensation Board requirements as required at the closing time of the tender, shall be in place.
- b) A bid deposit will be forfeited to the municipality if the successful bidder fails to accept the award of tender within 15 days after award of tender.
- c) A Performance Bond ^{or other security - negotiable security} is required and the successful bidder shall submit it to the municipality following the award of tender, within the time specified, and the municipality shall retain the Performance Bond until the terms of the tender are complete. The Performance Bond will be forfeited to the municipality if the successful bidder fails to comply with the terms and conditions of the award.

A Performance Bond must be obtained for all projects per the following threshold:

Road Infrastructure Projects	Water/Sewer Infrastructure (underground construction)	Buildings
\$200,000 and up	\$75,000 and up	\$100,000 and up

- d) All security and bonding documents shall be held in a safe at the Fort Vermilion Corporate Office.
- e) COR is required for construction tenders of \$200,000 and up.

12. Analysis of Tenders

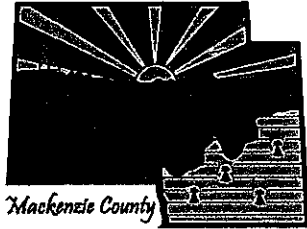
- a) The following factors, presented without any priority, shall be used to evaluate all bids received:
 - i. Price, based on the same FOB location, same currency including goods and services tax, and with discounts applied.
 - ii. Record of a bidder's previous performance on quality, experience, service, delivery and safety.
 - iii. Ability of the bidder to meet the requirements of the tender regarding quality, specifications, delivery and service.
 - iv. Standardization of goods to reduce inventory and future costs.
 - v. Bulk Purchasing, through larger quantities, cumulative quantities or bulk packaging.
 - vi. Life Cycle Costs of goods or services.

- b) The municipality reserves the right to reject any and all tenders for any cause, to award tenders based on conditions other than price, or to reject all tenders without cause.
- c) The municipality shall not accept tenders, quotations or the supply of services from contractors or suppliers of services who have initiated litigation against the municipality, for a period of one year after the litigation is resolved.

13. Contingency Allowances

- a) Contingency allowances may only be spent to meet the costs of unexpected site conditions, which prevent the contractor from meeting the project specifications as approved by Council.
- b) Contingency allowances and unspent project funds may only be applied to changes in project specifications and approved by C.A.O. or designated officer or Council.

	Date	Resolution Number
Approved	Dec 11, 2007	07-12-1120
Amended		
Amended		
Amended		



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 9, 2008
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	Review of Finance Committee Terms of Reference (TOR)

BACKGROUND / PROPOSAL:

The Terms of Reference of the Finance Committee:

- provide guidance for the work of the Finance Committee;
- provide clarity to the Council as to what it can expect from the Finance Committee.

On December 11, 2007, Council approved the TOR of the Finance Committee. Attached is a copy of the current version.

OPTIONS & BENEFITS:

Finance Committee reviewed the TOR at their last meeting and is proposing some changes.

One major change is the Committee is proposing to undertake the approval of Councilor honorarium and expense claims. Please note that the current process is a review and approval of the councilors' expense claims by the Executive Assistant. These documents are not presented for a review or information to Council. Individual Councilors honorariums are listed on the County Audited Financial Statement annually. It is also proposed that two claim forms be used by Councilors to claim their monthly honorariums and reimbursable expenses (one for expenses and one for honorariums).

Please see the revised TOR and the new proposed Councilor honorariums and expense claim forms attached.

The Finance Committee passed the following motion:

That a recommendation be taken to Council to approve the Terms of Reference as amended.

Author: _____

Review Date: _____

CAO

COSTS & SOURCE OF FUNDING:

Committee expenses are funded through the operating budget.

RECOMMENDED ACTION:

That the Finance Committee Terms of Reference be approved as presented.

Author: _____ Review Date: _____ CAO _____

Mackenzie County Finance Committee

Terms of Reference

1. Committee Designation:

Mackenzie County Finance Committee ("FINCOM")

2. Finance Committee Members:

The M.D. of Mackenzie Finance Committee shall be comprised of:

- Four Councillors
- Chief Administrative Officer
- Director of Corporate Services
- Others as required

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

The Mackenzie County Finance Committee shall:

[A] Financial oversight duties:

1. Review financial reports as and if required.
2. Ensure that municipal investments are pursuant to Section 250 of the Municipal Government Act.
3. Initiate audits and bank proposals.
4. Review auditor's management letters and other audit related communications.

[B] Advisory duties, provide recommendations to Council:

5. Review financial policies, reserve policies, and the format of monthly reports (operating and capital), and make recommendations to Council.
6. Review fees and charges (including water, sewer, and garbage) payable by ratepayers under the various bylaws.
7. Review overdue accounts receivables and utilities lists and make a recommendation with respect to transfers to taxes and/or collections (may use a consultant as required).
- ~~8. Review external funding requests and make recommendations to Council.~~

9. In general - provide recommendations to Council regarding the financial affairs and the financial management of the County, or as requested or required.

[C] Delegated organizational duties:

10. Be responsible for Union negotiations.
11. Undertake performance reviews and contract renewal for out-of-scope employees.
12. Award and administer the Bursary Program.
13. Review and approve CAO's expense claims.
14. Review monthly MasterCard statements.
15. Review and ~~approve~~ Council expenses and honorariums *monthly*.

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

Ongoing. The Finance Committee will meet monthly and/or as required.

5. Reporting Structure:

The Finance Committee shall report directly to the County's Council.

6. Finance Committee Administrative and Financial Support:

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

Approved December 11, 2007

Mackenzie County

Councillor - Honorarium Claim

Name of Claimant _____ Month _____

Address _____

Occupation Councillor

Date 2008	Depart Arrive Times	Description of Trip and Other Expenses	Per Diem
0-Jan	-	-	
0-Jan	-	-	
0-Jan	-	-	
0-Jan	-	-	
0-Jan	-	-	
0-Jan	-	-	
0-Jan	-	-	
0-Jan	-	-	
0-Jan	-	-	
0-Jan	-	-	
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0-Jan	-	-	
0-Jan	-	-	
0-Jan	-	-	
0-Jan	-	-	
0-Jan	-	-	
0-Jan	-	-	
		Base Monthly Honourarium	\$ 600.00
		TOTAL	\$ 600.00

Please note:

Meetings \$200.00

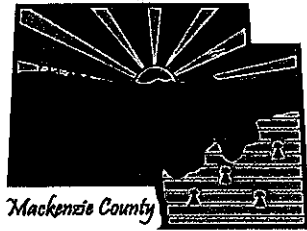
Extra same day \$100.00

DATE _____

DATE _____

Signature of Claimant _____

Approved By _____



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 9, 2008
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	2009 Operating Budget

BACKGROUND / PROPOSAL:

S. 242, MGA states:

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

OPTIONS & BENEFITS:

Council reviewed the proposed 2009 operating and capital budgets at its October 24, November 25 and December 8 meetings.

COSTS & SOURCE OF FUNDING:

NA

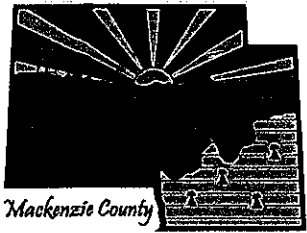
RECOMMENDED ACTION:

That an interim 2009 operating budget be approved in the amount of 50% of the 2008 operating budget.

Author: _____

Review Date: _____

CAO



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 9, 2008
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	Tax Forfeiture Properties

BACKGROUND / PROPOSAL:

On October 29, 2008 Mackenzie County held a Public Auction for three (3) lots, two (2) in Fort Vermilion and one (1) in Hutch Lake. There were no bids received and Council directed Administration to transfer the land into the name of Mackenzie County as authorized under Section 424 of the Municipal Government Act.

The titles have now been transferred.

OPTIONS & BENEFITS:

The County now has the option to dispose of this property as authorized under Section 425 of the Municipal Government Act.

The following options are available:

- a) Offer land for sale by closed tender;
- b) Set a value on the land and offer for sale through the County advertising; or
- c) List the property for sale with a local realtor.

By selling the property, the County would recoup the outstanding taxes and some of the penalties.

COSTS & SOURCE OF FUNDING:

Additional costs will be the cost of advertising and/or realtor fees.

RECOMMENDED ACTION:

That administration be authorized to offer the tax forfeiture properties for sale by closed tender.

Author:  Review Date:  CAO

OPTIONS & BENEFITS:

There are two trailer parks within the County: one in the Hamlet of La Crete and one in the Hamlet of Zama.

The trailer park owner owns most of the properties in the Zama trailer park; therefore, the trailer park owner is assessed for these trailers.

With respect to the La Crete trailer park, the trailer park owner does not own the trailers. Due to the mobility of the mobile/modular homes, it is difficult to track these units, although the trailer park owner has been putting his best efforts in co-operating with the County staff with respect to keeping track of these units. Although, our attempts to set up a payment plan for occupants of the sites in arrears have been unsuccessful in many cases.

Administration undertook further investigation, and revisited the Municipal Government Act.

Part 9 of the MGA states:

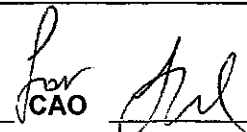
Recording assessed persons

304 (1) The name of the person described in column 2 must be recorded on the assessment roll as the assessed person in respect of the assessed property described in column 1.

MGA Column 1 Assessed property	MGA Column 2 Assessed person	Interpretation
(j) a designated manufactured home on a site in a manufactured home community and any other improvements located on the site and owner or occupied by the person occupying the designated manufactured home	(j) (i) the designated manufactured home, or (ii) the manufactured home community if the municipality passes a bylaw to that effect	(j) applies to subdivisions designated by the land use bylaw as a designated manufactured community A municipality would require to pass a bylaw authorizing assessing the manufactured home community (or trailer park owner) for the trailers that are being moved in, otherwise the responsibility lies with the home owner.
(k) a designated manufactured home located on a parcel of land that is not owned by the owner of the designated manufactured home together with any other improvements located on the site that are owned or occupied by the person occupying the designated manufactured home	(k) the owner of the designated manufactured home if the municipality passes a bylaw to that effect.	(k) applies to an individual parcel of land that is not designated as a manufactured home community (for example, a quarter of land could have three subdivided lots with the designated manufactured homes located on each lot) A municipality would require to pass a bylaw authorizing assessing the designated manufactured home owner, otherwise the responsibility lies with the land owner.

Author: _____

Review Date: _____


CAO

MGA definitions:

"designated manufactured home" means a manufactured home, mobile home, modular home or travel trailer;

"manufactured home community" means a parcel of land that

- (i) is a designated in the land use bylaw of a municipality as a manufactured home community, and
- (ii) includes at least 3 designated manufactured home sites that are rented or available for rent;

Person liable to pay taxes

331 (1) Subject to the regulations, the person liable to pay a property tax imposed under this Part is the person who

- (a) at the time the assessment is prepared under Part 9, is the assessed person, or
- (b) subsequently becomes the assessed person.

With respect to the overall treatment of assessment and taxation of a designated manufactured home community in the County, Council has two options:

Option 1:

Leave the assessment approach status quo. In this situation, we will continue putting our best efforts towards working with the trailer park owners to keep track of the mobile home units. A disadvantage of this option is that sometimes, the trailer park owner is not always aware of a unit being moved out of a site; therefore, we will still experience collection issues and/or loss of taxes.

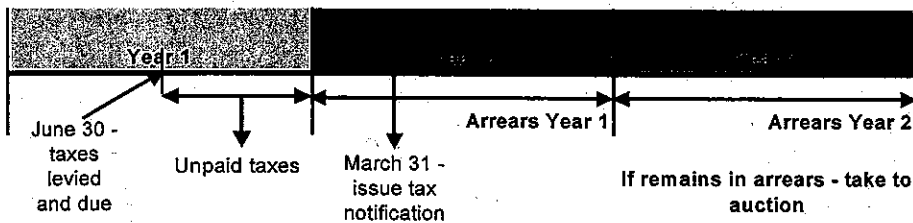
MGA, Reporting requirements:

436. 24 (1) Unless a municipality passes a bylaw to the contrary, the owner of a manufactured home community must provide monthly reports to the chief administrative officer or to a designated officer of the municipality regarding

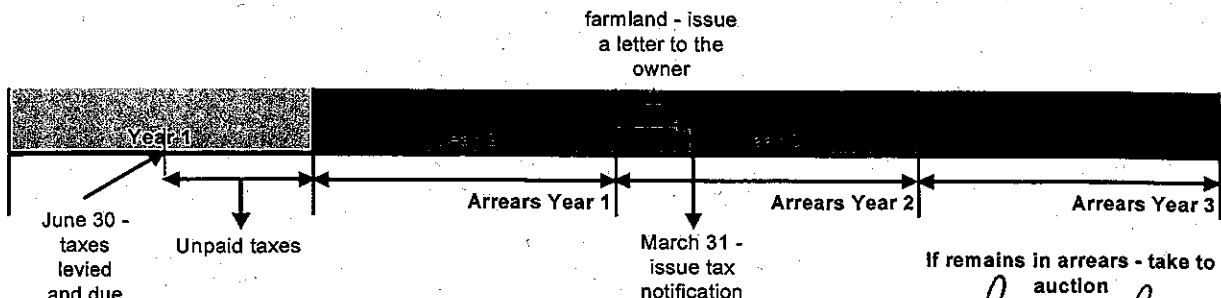
- (a) the ownership of all designated manufactured homes in the manufactured home community, including the serial numbers of the designated manufactured homes, and
- (b) the movement of all designated manufactured homes in and out of the manufactured home community.

Another important point is that a municipality may include in its annual tax arrears list the designated manufactured homes in the municipality in respect of which there are tax arrears for less than one year, and in that case, a tax recovery lien will be registered against these homes at an earlier stage.

A designated manufactured home - recovering of arrears timelines



Other properties - recovering of arrears timelines



Author: _____

Review Date: _____

CAO *[Signature]*

The Act also provides a tax collection "vehicle" with respect to a designated manufactured home moved to another municipality.

Option 2:

Direct administration to prepare a bylaw to assess the designated manufactured community (the land owner) for the designated manufactured homes.

With respect to the mobile home located on Stall 10, 10306 – 101 Street in Parkside Village, Council also has two options:

Option 1:

Write-off the tax levy of \$260.06 for Stall 10, 10306 – 101 Street and void the penalty of \$15.60.

Option 2:

Direct administration to include this outstanding amount in the arrears list on January 1, 2009; and register a lien against this trailer in the appropriate time in an attempt to recover some taxes via the tax recovery process.

COSTS & SOURCE OF FUNDING:

Depending on what options are chosen, there is a potential for loss of tax revenue due to collection issues associated with the movements of the mobile home units.

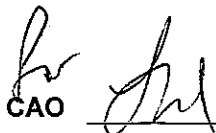
RECOMMENDED ACTION:

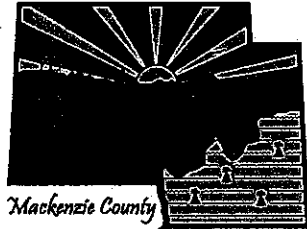
Motion 1:

That administration prepare a bylaw to assess the designated manufactured community for the designated manufactured homes in the County.

Motion 2: (requires 2/3)

That the tax levy of \$260.06 for Stall 10, 10306 – 101 Street be written-off and the penalty of \$15.60 be voided.

Author: _____ Review Date: _____  CAO



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 9, 2008
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	Investment Management Proposals

BACKGROUND / PROPOSAL:

Council approved FIN027 Investment Policy and tasked the Finance Committee with obtaining and reviewing investment management proposals.

Five banks have made presentations to the Finance Committee about managing our investments. ATB Financial made their presentation on October 14, and on November 5 the following banks made their presentations: RBC, BMO, CIBC, and TD.

OPTIONS & BENEFITS:

Based on analysis of the presentations and discussions with Administration, the Finance Committee passed the following motion:

That a recommendation be taken to Council, authorizing Administration to engage ATB Financial as an independent investment management group, as permitted by the Investment Policy (FIN027).

COSTS & SOURCE OF FUNDING:

Management fees would be charged to the operating budget.

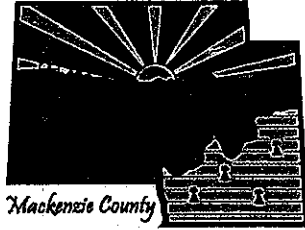
RECOMMENDED ACTION:

That administration be authorized to engage ATB Financial as an independent investment management group, as permitted by the Investment Policy (FIN027).

Author: _____

Review Date: _____

CAO



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 9, 2008
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	County Facility Agreement

BACKGROUND / PROPOSAL:

Council instructed administration to draft a County Facilities Agreement.

Currently, the local recreation boards operate and maintain the County owned facilities.

OPTIONS & BENEFITS:

Please review the final draft attached. The draft has been reviewed by our lawyers.

The Finance and the Parks and Recreation Committees reviewed this draft.

The Finance Committee passed the following motion:

That a recommendation be taken to Council to approve the County Facilities Agreement as amended.

COSTS & SOURCE OF FUNDING:

N/A

RECOMMENDED ACTION:

That the County Facilities Agreement be approved and implemented as presented.

Author: _____

Review Date: _____

CAO

COUNTY FACILITY AGREEMENT

THIS AGREEMENT MADE THIS ● DAY OF ●, 2008.

BETWEEN:

MACKENZIE COUNTY

- and -

●

1. The County is the owner of the County Facility.
2. The ● Board desires to operate the County Facility for the County as a benefit for the citizens of the Mackenzie County, in accordance with the terms and conditions contained in this Agreement.
3. The County is in agreement with the ● Board for the ● Board to operate the County Facility, in accordance with the terms and conditions contained in this Agreement.

IN CONSIDERATION OF the operation of the County Facility by the ● Board and the revenues to be derived by the ● Board from the operation of the County Facility pursuant to this Agreement, the County and the ● Board agree as follows:

1. DEFINITIONS

- 1.1 In this Agreement unless there is something in the subject matter or context inconsistent therewith:
 - 1.1.1 "Agreement" means this Agreement and Schedule "A" to this Agreement;
 - 1.1.2 "Applicable Laws" means all statutes, laws, bylaws, regulations, ordinances, orders and requirements of governmental or other public authorities having jurisdiction, and all amendments thereto, at any time and from time to time in force;
 - 1.1.3 "Board" means the ● Board;
 - 1.1.4 "Board's Representative" means the Chair of the ● Board or his or her designate;
 - 1.1.5 "Chief Administrative Officer" means the Chief Administrative Officer of the County or his or her designate;
 - 1.1.6 "County" means Mackenzie County, a municipal corporation, and its successors and assigns;

- 1.1.7 "County Council" means the municipal council of the County;
- 1.1.8 "County Facility" means those lands which are legally described and listed in the attached Schedule "A", together with all buildings, structures and improvements thereon;
- 1.1.9 "Commencement Date" means the ● day of ●, 20●, or such other date as may be mutually agreed in writing by the Chief Administrative Officer and the ● Board;
- 1.1.10 "Commercial Activities" means any commercial, retail, business or merchandising activities or undertakings, professions, trades, occupations, or activities providing goods or services carried on or within the County Facility or any portions thereof;
- 1.1.11 "Department" means the Asset Management and Public Works Department of the County;
- 1.1.12 "Parties" means the parties to this Agreement and "Party" means any one of them;
- 1.1.13 "Person" means an individual, a partnership, a corporation, a trust, an unincorporated organization, a government, or any department or agency thereof, and the heirs, executors, administrators or other legal representatives of any individual; and
- 1.1.14 "Term" means a term of five (5) years, commencing on the Commencement Date and ending on the ● day of ●, 200●, together with all rights of renewal as granted pursuant to this Agreement, if exercised.

2. SCHEDULES

- 2.1 The Schedules to this Agreement are as follows:

Schedule "A" - Legal Description of County Facility;

Schedule "B" – Annual Operating Budget (to be revised annually).

3. TERM

- 3.1 This Agreement shall be for the Term (as defined in Section 1.1.14).
- 3.2 Notwithstanding any other provision of this Agreement, the County or the Board shall each have the right to terminate this Agreement upon giving ninety (90) days prior written notice to the other Party and upon the expiry of the time stated in such notice, all interest of the Board in the County Facility and as created by this Agreement, shall terminate without any legal proceedings being taken or other act being performed by the County, and the County or the Board shall not have any liability to the other Party for any damage or loss as a consequence of such termination.

3.3 In the event that the Agreement be terminated, then this Agreement shall be deemed mutually terminated and of no further force or effect.

4. USE OF COUNTY FACILITY

4.1 The Board shall use the County Facility primarily for the purposes of providing recreational and other community services and for such additional activities and programs as approved by the Council pursuant to Section 4.2.

4.2 The Board shall use and cause its employees, agents, invitees and sub-lessees to use the County Facility only for the purposes permitted in this Agreement and for no other purpose. In the event that the Board desires to use the County Facility for any ancillary Commercial Activities or to modify, change or alter the use of the County Facility or any portions thereof, from that permitted by Section 4.1, then in any such case the Board shall obtain the prior written consent of the Chief Administrative Officer, which consent may be arbitrarily withheld.

4.3 The Board shall not use or permit the County Facility to be used for any performance, exhibition, entertainment or Commercial Activities which the County, in its sole and unfettered discretion, deems illegal, immoral, does not meet with community standards or which may cause public disorder in or near the County Facility.

4.4 The Board shall at all times observe and comply with, and cause its employees, agents and invitees to observe and comply with all provisions of law including (without limitation) federal and provincial legislative enactments, municipal bylaws and any other governmental regulations which relate to the use of the County Facility and to observe and comply with all police, fire and health regulations imposed by any government authority or fire insurance underwriters and to observe and comply with all those terms and conditions of the insurance policies obtained pursuant to the Agreement must be complied with in order to maintain such insurance policies in full force and effect.

4.5 The Board shall not do or permit to have done upon the County Facility anything which, in the opinion of the County, shall:

4.5.1 result in the creation of a public disturbance or nuisance, except if the nuisance is rectified by the Board within five (5) days of its receipt of a written notice from the County, in the manner provided for in this Agreement, advising the Board of the existence of a public disturbance or nuisance; or

4.5.2 cause the premiums for insurance held by or for the benefit of the County in respect of the County Facility to be increased unless the Board agrees to pay the amount of any such premium increase (*for example: the Board must exercise its diligence in requesting a Special Event and/or a Liquor insurance and licences from third parties using the County Facility*).

4.6 The Board shall, from and after the Commencement Date, abide by and observe all County policies which apply to County owned or operated lands and buildings.

5. BOARD'S OBJECTIVES

5.1 The Board shall provide the general the general public with reasonable access to the County Facility during such hours of operations and for such admission or user fees as set by the County.

5.2 The Board shall cooperate with the County and its agencies and other tourism, entertainment and sporting groups to assist in the active promotion of recreational programs and activities at the County Facility.

5.3 The Board shall actively work to enhance the interest and understanding of the general public in the ● and area, and, wherever possible, reflecting their significance as to the quality of life in the Province of Alberta.

5.4 The County may impose rules and regulations regarding the County Facility and the Board shall consider such when making any decision regarding the operations of the County Facility.

5.5 The County shall have the right, without unduly interfering with the Board's business, to review and audit the operations of the County Facility as contemplated by this Agreement.

5.6 The Board shall provide its annual Review Engagement Reports/Financial Statements prepared by a certified professional accountant within 90 days from the Board's fiscal year-end date.

6. OPERATION OF COUNTY FACILITY

6.1 The County shall impose such security controls or standards that the County, in its sole and unfettered discretion, deems appropriate.

6.2 The Board shall ensure that prudent financial controls are in place relating to the operation of the County Facility, including secure cash handling and storage procedures, and such electronic alarm features relating to cash handling and storage as may be necessary. The County reserves the right to review any financial controls, security standards, or such other procedures and may impose such modifications to any procedures or systems which the County deems necessary.

6.3 The Board shall at all times keep the Chief Administrative Officer fully advised of any alterations, improvements, modifications or changes to the County Facility security system and procedures and shall provide the Chief Administrative Officer with two sets of all required access keys, cards, passes or devices as are required to gain access to the Facility for any permitted purpose under this Agreement.

- 6.4 The Board, in consultation with the Chief Administrative Officer, shall use its best efforts to comply with reasonable waste management practices from time to time adopted by the County for those public facilities which are owned or operated by or on behalf of the County.
- 6.5 The Board shall on or before the 15 day of October in each year of the Term, submit to County Council for approval, an annual operating budget identifying operations requirements and sources of funding for the particular year in regards to the County Facility. Should any of the budgets submitted in accordance with this Section 6.5 not be approved by the County Council, the Board shall incorporate in the proposed budgets, all requested changes by County Council and resubmit the relevant revised budget or budgets to the County Council for approval within sixty (60) days of the first review by the County Council of the Board's proposed budgets. The Board shall use the County's Excel formatted worksheets for preparing the operating budget. The operating budget shall be broken down into the following categories:
- 6.5.1 The Board Executive(s) Budget
 - 6.5.2 The County Facility Budget – a separate income statement for each;
 - 6.5.3 Programs and Activities Budget – a separate income statement for each.

7. NON-PROFIT STATUS\OPERATION OF COUNTY FACILITY

- 7.1 The Board shall throughout the Term:
- 7.1.1 Maintain in good standing its existence as a non-profit organization as such term is defined in Section 241(f) of the *Municipal Government Act*, R.S.A. 2000, c. M-26 and any amendments thereto, or any repealing or replacement legislation; and
 - 7.1.2 Do or cause to be done all things necessary to keep in full force and effect all rights, franchises, licenses and qualifications to carry on its business in the County Facility and to operate the County Facility for the benefit of the citizens of Mackenzie County.
- 7.2 The Board acknowledges that a breach of any requirement under this Section 7 shall be considered a fundamental breach of this Agreement, and the County may exercise any or all remedies available in the event of default by the Board.

8. INDEMNIFICATION

- 8.1 The Board shall indemnify the County and all of its Councillors, servants, agents, employees, contractors, invitees and persons for whom the County is in law responsible and shall hold them and each of them harmless from and against any and all liabilities, claims, damages, losses and expenses, including all legal costs and disbursements, due to, arising from or to the extent contributed to by:

- 8.1.1 any breach by the Board of any of the provisions of this Agreement;
- 8.1.2 any act or omission of the Board or any of its servants, agents, employees, invitees, licensees, contractors or persons for whom the Board is in law responsible on the County Facility;
- 8.1.3 any injury, death or damage to persons or property of the Board or its servants, agents, employees, customers, invitees, licensees, contractors or any other persons on the County Facility by or with the invitation, license or consent of the Board;
- 8.1.4 any damage, destruction or need of repair to any part of the County Facility caused by any act or omission of the Board or its servants, agents, employees, customers, invitees, licensees, contractors, or persons for whom the Board is in law responsible, notwithstanding any other provisions of this Agreement; and
- 8.1.5 arising out of the use and occupation of the County Facility.

9. REMEDIES OF THE COUNTY

- 9.1 If the Board is at any time in default in the observance of any terms and conditions of this Agreement and if the County shall have served notice in writing upon the Board specifying the default and requiring it to rectify the default, and the Board has failed to rectify the default within thirty (30) days after its receipt of such notice, or if the default is such that in the reasonable opinion of the County, it cannot be rectified in thirty (30) days, and if the Board fails to commence rectification or fails to proceed with rectification in a manner satisfactory to the County, within such thirty (30) days, the County may, at its option, in addition to any other remedy available to it for breach of the particular term or condition, immediately terminate this Agreement.
- 9.2 If and whenever the County terminates this Agreement, then in such event, the Board shall forthwith vacate and surrender the County Facility.
- 9.3 The Board shall pay to the County all costs and disbursements (including, without limitation, all legal costs on a solicitor-and-own-client basis) incurred by the County in enforcing the terms of this Agreement, or with respect to any matter or thing which is the obligation of the Board under this Agreement, or in respect of which the Board.

10. ASSIGNMENT

The Board shall not, without the prior written consent of the Chief Administrative Officer having been obtained, sublet or assign the whole of or any part of this Agreement or any obligation contained in this Agreement. The Board expressly agrees with the County that in considering any request for assignment the Chief Administrative Officer may unreasonably and arbitrarily withhold its consent.

11. STATUTORY NON-WAIVER

- 11.1 The Board hereby acknowledges to the County that the County, in entering into this Agreement, is doing so in its capacity as an owner of real property and not in its capacity as a regulatory, statutory or approving body pursuant to any law of the Province of Alberta. Further the Board acknowledges that this Agreement and anything herein contained shall not be deemed to constitute an approval or permit by the County of any approvals or permits as may be required pursuant to the *Municipal Government Act*, R.S.A. 2000, c. M-26, and any amendments thereto, or any repealing or replacement legislation, and any other legislation in force in the Province of Alberta. The Board further agrees with the County that nothing in this Agreement limits or restricts the County, the County Council, its officers, servants or agents in the full exercise of any and all powers and duties vested in them in their respective capacities as a municipal government, as a municipal council and as officers, servants and agents of a municipal government.

12. ADDRESSES FOR NOTICES

- 12.1 All notices, demands, approvals, consents, agreements, offers, payments or requests (a "Notice") provided for in this Agreement shall be in writing and shall be given by personal delivery or by written telegraphic or electronic communication that results in a written or printed Notice being given to the applicable address set forth in this Section 12.1. Any Notice, if delivered, shall be deemed to have been validly and effectively given and received on the date of delivery. Any Notice, if sent by telegraphic or electronic communication, shall be deemed to have been validly and effectively given and received on the date of transmission. By giving to the other Party at least ten (10) days notice thereof, any Party may, at any time and from time to time change its address for delivery or communication for purposes of this Section 12.1.

The County's address is:

Mackenzie County

P. O. Box 640
Fort Vermilion, Alberta
ATTENTION: Chief Administrative Officer

The Board's address is:

●
ATTENTION: Chair

13. DISPUTE RESOLUTION

- 13.1 In the event of a dispute arising between the County and the Board as to the proper interpretation or effect of any of the terms or conditions of this Agreement, such dispute shall be resolved in accordance with the following procedure:

- 13.1.1 The Party requesting that the matter in dispute be resolved in accordance with the provisions of this Section 13 (the "Disputing Party") shall notify the other Party (the "Defending Party") in writing of the details of the nature and extent of the dispute (the "Arbitration Notice").
- 13.1.2 Within seven (7) days of the receipt of the Arbitration Notice, the Defending Party shall by written notice advise the disputing party that it disputes all matters referred to in the Arbitration Notice except those for which the Defending Party admits responsibility and proposes to take remedial action.
- 13.1.3 The terms of reference for arbitration shall be those areas of dispute referred to in the Arbitration Notice with respect to which the Defending Party has not admitted or proposes to take remedial action.
- 13.1.4 The County and the Board shall within ten (10) days after the date of receipt by the Disputing Party of the Defending Party's notice, appoint an arbitrator who shall be acceptable to both Parties (the "Arbitrator"). In the event that the Parties shall fail to appoint the Arbitrator, then either Party may, on written notice to the other, apply to the President of the Alberta Arbitration and Mediation Society to name the Arbitrator.
- 13.1.5 Not later than twenty (20) days after the appointment of the Arbitrator, the Arbitrator shall make his written decision, and shall give it to the Parties immediately.
- 13.1.6 Unless the Arbitrator orders otherwise, the County and the Board shall equally bear the costs of the arbitration.
- 13.1.7 The decision of the Arbitrator is final and binding on the Parties and there shall be no appeal of the decision to the courts.

Except as modified by this Agreement, the provisions of the *Arbitration Act* R.S.A. 2000 c. A-43, as amended, shall apply.

14. INSURANCE

- 14.1 The Board shall maintain the following types of insurance and provide proof of same to the Chief Administrative Officer:
 - 14.1.1 Commercial general liability insurance against claims for bodily injury, including death and property damage, or loss arising out of the use or occupation of the County Facility. Such insurance shall be in the joint name of the County and the Board so as to indemnify and protect both the County and the Board and shall contain a "cross-liability" or "severability of interest" clause so that the County and the Board may be insured in the same manner and to the same extent as if individual policies had been issued to each, and shall be for an amount of not less

than \$2,000,000.00 combined single limit, or such other amount as may be reasonably required by the County from time to time.

14.1.2 All insurance upon its equipment, fixtures, improvements, stock-in-trade, furniture, and upon all other property in the County Facility owned by the Board or for which the Board is legally liable, all in an amount equal to the full replacement value thereof, which amount in the event of a dispute shall be determined by the decision of the County.

14.1.3 Boiler and machinery insurance on such boilers and pressure vessels as may be installed by or under the exclusive control of the Board in the County Facility.

15. GENERAL

Time of the Essence

15.1 TIME IS TO BE CONSIDERED OF THE ESSENCE OF THIS AGREEMENT and therefore, whenever in this Agreement either the County or the Board is required to do something by a particular date, the time for the doing of the particular thing shall only be amended by written agreement of the County and the Board.

No Partnership or Joint Venture

15.2 No term or condition in this Agreement shall be construed as in any way constituting a partnership or a joint venture by the County and the Board.

No Agency

15.3 All contracts, whether of employment or otherwise, entered into by the Board with respect to this Agreement shall be made by the Board on its own behalf and not as agent of the County and the County shall have no liability for such contracts.

Liens and Caveats

15.4 The Board shall not, under any circumstance, whether in respect of changes, alterations or improvements to the County Facility, permit any lien, caveat, encumbrance or charge to be filed against title to the County Facility lands, except with the prior written consent of the County, such consent to be arbitrarily withheld, and in the event the Board is in breach of the terms of this paragraph, the Board shall forthwith discharge any lien or charge which has been filed without the written approval of the County Facility.

Alterations

15.5 The Board shall not be entitled to make any changes, alterations, additions or improvements whatsoever to the structure, the electrical, mechanical (including heating), plumbing or telephone facilities, wiring, pipes, ducts or other paraphernalia

of the County Facility without the prior written consent of the County, such consent may be arbitrarily withheld.

Approval of Contractors

15.6 The County reserves the rights to approve the Board's contractors.

Advertising

15.7 The Board shall not erect, install, display, inscribe, paint or affix any sign, lettering, advertising medium to or upon the County Facility without the prior written consent of the County, such consent may be arbitrarily withheld. All costs associated with the design and installation of any permitted signage shall be the Board's responsibility.

Damage or Injury to County Facility

15.8 The Board shall give the County prompt written notice of any accident to or defect in the plumbing, water pipes, heating and/or any electrical equipment, conduits, or wires, or of any damage or injury to the County Facility or any part thereof however caused; provided that nothing herein shall be construed so as to require repairs to be made by the County.

Severability

15.9 Should any provision of this Agreement be illegal or unenforceable for any reason whatsoever, it shall be considered separate and severable from the remaining provisions of this Agreement, which shall remain in force and be binding as though such provision had not been included.

Governing Laws

15.10 This Agreement shall be construed and governed by the laws of the Province of Alberta.

Gender

15.11 All references shall be read with such changes in number and gender as may be appropriate according to whether the reference is to a male or female person, or a corporation or partnership.

Headings

15.12 The insertion of headings is for convenience of reference only and shall not be construed so as to affect the interpretation or construction of this Agreement.

Legislative References

15.13 The reference to any legislation in this Agreement shall be deemed to include all amendments thereto and all regulations thereunder and all statutes, including all

amendments thereto and regulations thereunder, that may be substituted for that legislation.

Non-Waiver

15.14 The waiver by the County or the Board of the strict performance of any term or condition in this Agreement shall not constitute a waiver of any other term or condition nor shall it be deemed a waiver of any subsequent breach of the same or of any other term or condition in this Agreement.

Inclusion of Schedules

15.15 The County and the Board, agree that all of the provisions contained in the Schedules attached to this Agreement are deemed to be incorporated as provisions of this Agreement and in the event that there is any conflict between the provisions of this Agreement and the provisions of any of the Schedules, the provisions of this Agreement shall prevail.

Amendment or Modification

15.16 This Agreement shall not be modified, varied or amended except by the written agreement of the County and the Board.

Successors and Assigns

15.17 This Agreement shall be binding upon the County and the Board and their respective heirs, administrators, successors, including successors in title, and assigns.

Interpretation

15.18 In this Agreement:

15.18.1 the word "shall" is to be read and interpreted as mandatory; and

15.18.2 the word "may" is to be read and interpreted as permissive.

IN WITNESS WHEREOF the Parties hereto have set their hands and seals by their proper officers attested in that behalf on the day and year first above written.

APPROVED

MACKENZIE COUNTY

As to Form _____

REEVE

APPROVED

MACKENZIE COUNTY

As to
content _____

CHIEF ADMINISTRATIVE OFFICER

Per: _____

Per: _____

Budget 2009: Other Grants

Organization	Notes	2009 proposed	2009 requested	2008 budget	2006	2005	2004	Page number
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Applied for grant for 2009 (to be approved by Council)

Organization	Notes	2009 proposed	2009 requested	2008 budget	2006	2005	2004	Page number
FV Agricultural Society - Heritage Centre	(a)	25,000	25,000	25,000	10,000	7,500	7,500	
FV Area Board of Trade	Operating	10,000	20,000	10,000	15,000	12,000	12,000	
FV Senior Club	Operating	4,000	4,000	4,000	4,000	3,000	3,000	
HL & District Chamber of Commerce	Operating	4,000	5,000	4,000	3,000	3,000	3,000	
LC & Area Chamber of Commerce	Operating	20,000	20,000	20,000	20,000	12,000	12,000	
LC Agricultural Society - Mennonite Heritage Village	Capital		0	15,000	5,000			
LC Agricultural Society - Mennonite Heritage Village	Operating	10,000	25,000	10,000	10,000	7,500	7,500	
LC Agricultural Society - Heritage Centre	Util./insur.	30,000	30,000	31,000	15,146	10,000		
LC Community Library Society	(b)		2,000					
LC Figure Skating Club	(c)		6,000					
LC Meals for Seniors	Operating	4,000	4,000	4,000	4,000	3,000	3,000	
LC Minor Hockey Association	Operating		16,000					
LC Seniors Inn	Operating	3,000	3,000	3,000	3,000	3,000	3,000	
LC Walking Trails (requests 3-year commitment)	(d)	20,000	25,000	20,000	20,000			
Metis Local #74	(e)	8,000	7,950					
Northern Region 4H Club (LC)	(f)		6,362					
Rocky Lane Agricultural Society	(g)	13,000	13,000	75,000	3,000			
Royal Canadian Legion, Branch 243 (FV)	(h)	3,000	10,000					
Zama Chamber of Commerce	Operating	10,000	16,419	10,000	4,000	2,060	2,000	
REDI	Operating	25,000	21,750	21,750	21,750	21,750	21,750	
High School Bursaries	Operating	25,000	20,000	6,500	10,000	5,000	3,000	
Miscellaneous	Operating	1,000	1,000	1,000	800	200	650	

Did not (yet) apply for grant for 2009

AB Centennial Grants paid to community groups	Capital					8,000		
Bar-b-q for local groups	Operating		4,450			18,000	18,000	
FV RCMP detachment	Capital					150,000		
Friends of the Old Bay House Society	Operating				7,889			
Fort Vermilion Ranger Patrol	Capital							
HL & District Chamber of Commerce	Operating		4,250					
HL RCMP detachment	(i)		10,000		8,000	10,900	10,900	
HL Rural Community Hall	Operating				500			
HL Sporting Association- Fish Pond	Capital				2,316			
LC Agricultural Society	Operating							
LC Learning Society	Operating							
LC Polar Cats Snowmobile Club	Capital							
LC Polar Cats Snowmobile Club	Capital		9,500			15,000		
LC Seniors Inn	Capital					0	21,200	
LC Rodeo Club	Capital							
LC Skate Park	Capital		5,000					
LC Tourist Information Centre	Operating		10,000	10,000				
Society	Operating				500		4,000	
Mighty Peace Fish & Game	Operating					7,000	7,000	
Northwest Alberta Resource	Capital		4,000					
Sandhills Elementary School	Capital							
Shantymen Int'l - Eagle's Nest Bible Camp	Capital					10,000	5,000	
Zama Children's Playground	Capital						54,000	
Total		215,000	291,481	288,750	195,507	142,215	495,050	196,600
		-80,000	-71,750	-72,750	-25,896			
		135,000	219,731	216,000	169,611			
		65,000	-19,731	-16,000	30,390			

Contribution to reserve ⁽¹⁾:

(1) Contribution to reserve is calculated by deducting the grant amounts from the \$200,000 annual limit on grants to other non-profit groups set by Council; the \$200,000 limit includes \$20,000 minimum annual contribution to the reserve; bursaries and funds committed to pay for utilities and insurance for the La Crete Heritage Centre are excluded from this computation.

Please note that in order for the County CROs to join the plan and be able to enjoy the same benefits, we must meet a deadline:

“if you are able to send through the completed CRO Letter pdf emailed this morning (entitled Mackenzie County) by the 12th of December then these CRO’s would be able to enjoy the same rate for electrical services as Mackenzie County.”

The CRO form is attached.

A list of the current potential CROs is attached. These are groups that apply for funding through the County grant program.

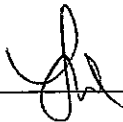
COSTS & SOURCE OF FUNDING:

If a group added under the County umbrella is not fulfilling its financial obligations, the County will be held responsible to pay that amount.

RECOMMENDED ACTION:

For discussion

Author: _____



Review Date: _____


CAO



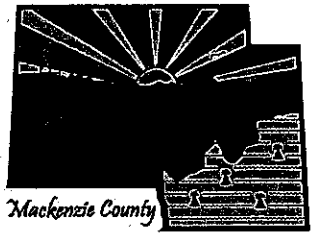


The (parent) Municipality of the **Mackenzie County** guarantees acknowledges and accepts the above indicated Community Related Organizations (CROs) as sites to receive energy as contracted under the terms and conditions of the AMSC Member Master Agreement.

Authorized Signature	Print Name
Title	Date

Return All Pages by Fax to:

Brian Jackowich or David Johnson (AMSC)
Fax: (780) 665-7068
Email: bjackowich@auma.ab.ca



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 9, 2008
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	Fort Vermilion Walking Trail Funds in Reserve and the Fort Vermilion River Road View Point

BACKGROUND / PROPOSAL:

Council allocated \$20,000 per year towards the walking trails development in each community. The first \$20,000 was granted to each community on a non-matching basis. All subsequent grants were granted on a 50/50 matching basis.

\$100,000 was accumulated in the Fort Vermilion Walking Trails Reserve over the 5-year period. The community was not successful on getting the walking trails development off the ground, although \$11,038.75 was used from the first grant for some costs prior to 2004. In 2005, at the request of the community, Council granted the accumulated \$80,000 to the Friends of the Old Bay House Society towards the restoration of the Old Bay House on a matching basis (total 2005 grant was \$150,000 with \$70,000 non-matching component).

\$8,961.25 is currently remaining in the reserve and has been carried since 2005.

OPTIONS & BENEFITS:

The County incurred costs in 2007 (\$2,382) towards the construction of the view point on the River Road (across from the experimental farm). This cost was absorbed through the general operating budget.

Some additional work was completed during 2008 at the cost of \$2,945.

Administration proposes that a recommendation be taken to Council to apply the FV Walking Trails Reserve funds against the River Road view point expenditure in 2008 with the remaining funds (if any left) be placed into the General Operating Reserve.

Author: *JH* Review Date: *For JH*
CAO

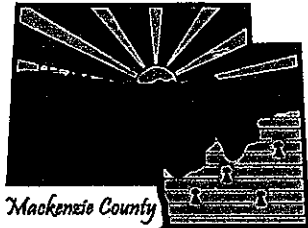
COSTS & SOURCE OF FUNDING:

Fort Vermilion Walking Trail Reserve and 2008 operating budget

RECOMMENDED ACTION: (requires 2/3)

That the remaining funds in the Fort Vermilion Walking Trails Reserve be applied against the Fort Vermilion River Road View Point.

Author: _____ Review Date: _____ CAO _____



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 9, 2008
Presented By:	William (Bill), Kostiw, Chief Administrative Officer
Title:	Designated Officers

BACKGROUND / PROPOSAL:

Under the MGA, a council may by bylaw establish one or more positions to carry out powers, duties and functions of a designated officer (see s. 210 attached and other relevant sections).

OPTIONS & BENEFITS:

The County currently has two designated officers:

- 1) Chief Administrative Officer – to exercise all of the powers, duties and functions of a designated officer;
- 2) The County Assessor – see bylaw 502/05 attached – this is a requirement under the MGA.

Administration requests that Council considers establishing at least one additional designated officer for the County. If Council supports this, administration will draft a bylaw and bring it to the next meeting.

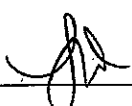
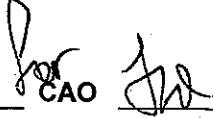

Since a bylaw establishing a designated officer position must include which of the powers, duties and functions are to be exercised by the position being established, it is advisable that Council expresses their view with respect to what powers, duties and functions would be appropriate in this situation.

COSTS & SOURCE OF FUNDING:

NA

RECOMMENDED ACTION:

That administration be directed to draft a bylaw to designate the _____ as a designated officer for the County as discussed.

Author:  Review Date:  CAO 

and the officer, entitled to reasonable notice or to compensation instead of reasonable notice.

(6) A chief administrative officer whose appointment is revoked with cause is, subject to any written agreement between council and the officer, not entitled to reasonable notice or to compensation instead of reasonable notice.

1994 cM-26.1 s206;1995 c24 s24

Chief administrative officer's responsibilities

207 The chief administrative officer

- (a) is the administrative head of the municipality;
- (b) ensures that the policies and programs of the municipality are implemented;
- (c) advises and informs the council on the operation and affairs of the municipality;
- (d) performs the duties and functions and exercises the powers assigned to a chief administrative officer by this and other enactments or assigned by council.

1994 cM-26.1 s207

Performance of major administrative duties

208(1) The chief administrative officer must ensure that

- (a) all minutes of council meetings are recorded in the English language, without note or comment;
- (b) the names of the councillors present at council meetings are recorded;
- (c) the minutes of each council meeting are given to council for adoption at a subsequent council meeting;
- (d) the bylaws and minutes of council meetings and all other records and documents of the municipality are kept safe;
- (e) the Minister is sent a list of the councillors and any other information the Minister requires within 5 days after the term of the councillors begins;
- (f) the corporate seal, if any, is kept in the custody of the chief administrative officer;
- (g) the revenues of the municipality are collected and controlled and receipts are issued in the manner directed by council;

Municipal office

204 A council must name a place as its municipal office.

1994 cM-26.1 s204

Establishment of chief administrative officer

205(1) Every council must establish by bylaw a position of chief administrative officer.

(2) Every council must appoint one or more persons to carry out the powers, duties and functions of the position of chief administrative officer.

(3) If more than one person is appointed, the council must by bylaw determine how the powers, duties and functions of the position of chief administrative officer are to be carried out.

(4) Council may give the position of chief administrative officer any title the council considers appropriate.

1994 cM-26.1 s205

Performance evaluation

205.1 A council must provide the chief administrative officer with an annual written performance evaluation of the results the chief administrative officer has achieved with respect to fulfilling the chief administrative officer's responsibilities under section 207.

1998 c24 s9

Appointment, suspension and revocation

206(1) The appointment of a person to the position of chief administrative officer may be made, suspended or revoked only if the majority of the whole council vote to do so.

(2) The appointment of a person to the position of chief administrative officer may not be revoked or suspended unless the council notifies the officer, in accordance with subsection (3), that it is proposing to revoke or suspend the appointment and provides the officer with its reasons.

(3) The notification and reasons must be in writing and be served personally on the officer or sent by regular mail to the last known address of the officer.

(4) If requested by the officer, council must give the officer or the officer's representative a reasonable opportunity to be heard before council.

(5) A chief administrative officer whose appointment is revoked without cause is, subject to any written agreement between council

- (h) all money belonging to or held by the municipality is deposited in a bank, credit union, loan corporation, treasury branch or trust corporation designated by council;
- (i) the accounts for authorized expenditures referred to in section 248 are paid;
- (j) accurate records and accounts are kept of the financial affairs of the municipality, including the things on which a municipality's debt limit is based and the things included in the definition of debt for that municipality;
- (k) the actual revenues and expenditures of the municipality compared with the estimates in the operating or capital budget approved by council are reported to council as often as council directs;
- (l) money invested by the municipality is invested in accordance with section 250;
- (m) assessments, assessment rolls and tax rolls for the purposes of Parts 9 and 10 are prepared;
- (n) public auctions held to recover taxes are carried out in accordance with Part 10;
- (o) the council is advised in writing of its legislative responsibilities under this Act.

(2) Subsection (1)(a) to (d) and (o) apply to the chief administrative officer in respect of council committees that are carrying out powers, duties or functions delegated to them by the council.

1994 cM-26.1 s208;1998 c24 s10

Delegation by chief administrative officer

209 A chief administrative officer may delegate any of the chief administrative officer's powers, duties or functions under this or any other enactment or bylaw to a designated officer or an employee of the municipality.

1994 cM-26.1 s209

*** Designated officers**

210(1) A council may by bylaw establish one or more positions to carry out the powers, duties and functions of a designated officer under this or any other enactment or bylaw.

(2) Council may give a position established under subsection (1) any title the council considers appropriate.

Designated officers

210(1) A council may by bylaw establish one or more positions to carry out the powers, duties and functions of a designated officer under this or any other enactment or bylaw.

(2) Council may give a position established under subsection (1) any title the council considers appropriate.

(3) The bylaw must include which of the powers, duties and functions referred to in subsection (1) are to be exercised by each position.

(4) Unless otherwise provided by bylaw, all designated officers are subject to the supervision of and accountable to the chief administrative officer.

(5) A chief administrative officer may exercise all of the powers, duties and functions of a designated officer under this or any other enactment or bylaw if

- (a) no position of designated officer has been established by council,
- (b) the position of designated officer is vacant, or
- (c) this or any other enactment or bylaw refers to a designated officer and the power, duty, function or other thing relating to the designated officer has not been assigned to any designated officer by council.

1994 cM-26.1 s210

BYLAW NO. 502/05

BEING A BYLAW OF THE MD OF MACKENZIE NO. 23 IN THE PROVINCE OF ALBERTA TO APPOINT AN ASSESSOR AS A DESIGNATED OFFICER

WHEREAS section 284 of the *Municipal Government Act* (Alberta), Chapter M-26, and amendments thereto require that an Assessor be appointed as a Designated Officer;

AND WHEREAS section 210 of the *Municipal Government Act* (Alberta), Chapter M-26, describes the appointment of Designated Officers;

NOW THEREFORE, the Council of the MD of Mackenzie No.23 in the Province of Alberta, duly assembled, enacts:

DEFINITIONS

1. In this Bylaw:
 - 1.1. "Assessor" shall mean a person who has the qualifications set out in the *Municipal Government Act* (Alberta) and:
 - 1.1.1. is designated by the Minister to carry out the duties and responsibilities of an Assessor under the *Municipal Government Act* (Alberta); or
 - 1.1.2. is appointed by the municipality to the position of designated officer to carry out the duties and responsibilities of an Assessor under the *Municipal Government Act* (Alberta); and includes any person to whom those duties and responsibilities are delegated by the person referred to in clause (1.1.1) or (1.1.2);
 - 1.2. "Council" shall mean the Council of the MD of Mackenzie;
 - 1.3. "Designated Officer" shall mean the person designated pursuant to section 1.1.1 herein;
 - 1.4. Words importing the masculine gender only include the feminine gender whenever the context so requires and vice versa.
 - 1.5. Words importing the singular shall include the plural whenever the context so requires and vice versa.

2. APPOINTMENT OF ASSESSOR

- 2.1. Council hereby appoints Randy Affolder, President of Alliance Assessment Consultants Ltd. of Edmonton, Alberta as a Designated Officer of the MD of Mackenzie pursuant to the provisions of the *Municipal Government Act* (Alberta), Chapter M-26, as amended.

3. DUTIES OF ASSESSOR

- 3.1. The Designated Officer shall carry out the duties of Assessor as described in Parts 9, 10, 11 and 12 of the *Municipal Government Act* (Alberta), Chapter M-26, as amended.

4. CONTRACTOR

- 4.1. For all purposes, Randy Affolder, President of Alliance Assessment Consultants Ltd. and his staff shall be deemed to be an independent contractor serving under contract to the MD of Mackenzie and shall not be deemed to be an employee of the MD of Mackenzie.

5. PREVIOUS APPOINTMENTS RESCINDED

- 5.1. Council hereby rescinds any and all previous appointments of Assessor for the MD of Mackenzie.

6. SEVERANCE

- 6.1. If any provision herein is adjudged by a Court of competent jurisdiction to be invalid for any reason, then that provision shall be severed from the remainder of this Bylaw and all other provisions of this Bylaw shall remain valid and enforceable.

7. COMING INTO EFFECT

7.1. This Bylaw shall come into force and effect on the final day of passing thereof.

First Reading given on the 10th day of May 2005.

"B. Neufeld" (signature on file)
Bill Neufeld, Reeve

"B. Spurgeon" (signature on file)
Barbara Spurgeon, Executive Assistant

Second Reading given on the 10th day of May 2005.

"B. Neufeld" (signature on file)
Bill Neufeld, Reeve

"B. Spurgeon" (signature on file)
Barbara Spurgeon, Executive Assistant

Third Reading and Assent given on the 10th day of May 2005.

"B. Neufeld" (signature on file)
Bill Neufeld, Reeve

"B. Spurgeon" (signature on file)
Barbara Spurgeon, Executive Assistant

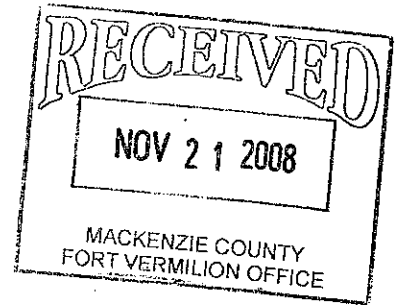


High Level Golf & Country Club

P.O. Box 309
High Level, Alberta T0H 1Z0
(780) 926-3005 Fax: (780) 926-3622

November 18, 2008

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



Attention: Joulia Whittleton, Director of Corporate Services

Re: Property Tax Exemption Request 2009 Property Taxes

Dear Ms. Whittleton,

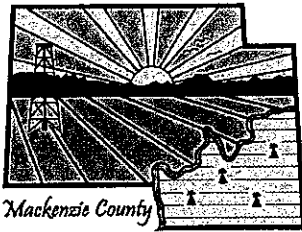
Please accept this letter as a request to have the High Level Golf & Country Club (1977) exempted from 2009 property taxes per S.364 of MGA. We would ask that the council pass a bylaw for the 2009 year and beyond. We are a non profit society and are fighting for our existence as a recreation facility for our community.

Thank you for looking at this request.

Yours truly,

Ian Hostler
Vice President

Cc: Board Correspondence



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting: Regular Council Meeting

Meeting Date: September 26, 2007

Presented By: Joulia Whittleton, Director of Corporate Services

Title: High Level Golf & Country Club

BACKGROUND / PROPOSAL:

We received a letter from High Level Golf & Country Club inquiring about what happened to their status as a non-profit organization for the assessment and taxation purposes.

Please see letter attached.

OPTIONS & BENEFITS:

As Council may recall, the 2006 assessment audit reveled some minor errors in our assessment. One of the errors was a discrepancy in the treatment of the High Level Golf & Country Club as a non-profit organization, for assessment and taxation purposes, from what allowed under the MGA in combination with Alberta Regulation 281/98, Community Organization Property Tax Exemption Regulation (COPTER).

After a careful review and consultation with legal counsel, the following options may be pursued by the High Level Golf Course in order to seek an exemption from property tax:

- Meet the criteria in s. 362(1)(n) of the MGA (which includes the criteria in Parts 1 and 2 of COPTER, see checklist Charitable and Benevolent);
- Apply to Council under Part 3 of COPTER (see exemption checklist for part 3);
- Request Council to pass a bylaw under s. 364 of the MGA (see attached)

MGA, s. 364 permits council to exercise considerable discretion to exempt any property held by a non-profit organization from property tax. There are no restrictions on the use of the property, as there are when s. 362 and COPTER applies. Since s. 364 involves council's discretion, the

Author: _____ **Review Date:** _____ **CAO** _____

County Council may have to consider reasons why the use of the golf course would give rise to an exemption bylaw and other similar organizations like a dance club, or a tae-kwon-do club would not be exempt by bylaw.

Administration prepared a response to the High Level Golf Course (see attached).

COSTS & SOURCE OF FUNDING:

NA

RECOMMENDED ACTION:

That the letter be sent to the High Level Golf & County Club with respect to their property tax exemption inquiry as presented.

Author: _____ Review Date: _____ CAO _____

September 10, 2007

High Level Golf & Country Club
P.O. Box 309
High Level, Alberta
T0H 1Z0

Attention: Ian Hostler, Vice-President

Dear Mr. Hostler,

Re: Tax Exemption Inquiry and History of Tax Payments

In response to your August 17, 2007 letter, please note that there is a proper process for appealing your assessment with a deadline of June 30th for each year.

Your other option was to inquire about this issue with the County's administration at any time or your local Councilor Stuart Watson.

Tax Exemption Inquiry

Municipal Affairs audited the County's assessment in 2006. One of the discrepancies discovered during this assessment audit was the County treating the High Level Golf & Country Club as a non-profit group for the purposes of taxation under Municipal Government Act ("MGA"), s.362.

From the Audit Report:

"The regulation (referring to AR 281/98) is not in use in the municipality. The High Level Golf Course has been exempted from taxation; however, no direct exemption is allowed under MGA."

For your future reference, the High Level Golf & Country Club could pursue one of the following options in order to seek an exemption from property tax:

- Meet the criteria in s. 362(1)(n) of MGA, which includes the criteria in Parts 1 and 2 of Alberta Regulation 281/98, Community Organization

Property Tax Exemption Regulation ("COPTER"). For assistance, please see the attached COPTER and checklist CHARITABLE OR BENEVOLENT;

- Apply to Council under Part 3 of COPTER (see exemption checklist for part 3 of COPTER attached);
- Request Council to pass a bylaw under s. 364 of the MGA (see attached).

MGA, s. 362 contains a number of criteria that must be met in order for a property to qualify for the exemption.

For example:

A property seeking to qualify under s. 362(1)(n) must also meet the requirements in the COPTER. The easier way to understand the criteria to be satisfied is to show the criteria in the form of the checklists (enclosed). Please note that a property must satisfy every criteria in the section, and failure to satisfy even one criteria means that the property does not qualify for the exemption. When every exemption section in s. 362 is reviewed, one could see there are two aspects - the type of organization that qualifies and the use of the property.

A non-profit status alone is not sufficient to qualify for an exemption under the MGA. There are a large number of criteria to satisfy concerning the use of the property. There are two key concepts that figure largely in the interpretation of these exemption sections. Those concepts are the meaning of charitable or benevolent purpose, and the prohibitions in COPTER on the payment of fees for use of the property (restrictions on use).

The Courts have defined a charitable or benevolent purpose as one that provides relief of poverty, advancement of education or religion, or any other purpose beneficial to the community. Although the phrase "any other purpose beneficial to the community" seems fairly broad, it should be remembered that this purpose should be a charitable one.

Although community groups such as golf clubs enrich the community by providing worthwhile activities for the community members, the purpose is not a true charitable purpose. These organizations are non-profit but that fact alone doesn't make the use of the property charitable or benevolent.

Section 7 of COPTER requires that there be no fees charged for the use of the property, with the only exception being a minor entrance or service fee.

Please provide the County with all necessary information as described in the MGA and COPTER by the specified dates, and as outlined in the checklists, if you wish to apply for a property tax exemption.

If you require assistance in preparing the required documents for tax exemption qualification, please contact Joulia Whittleton, Director of Corporate Services at 927-3718.

If you do not qualify for property tax exemption, you may approach Council with a request for exemption per s. 364 of MGA.

History of Tax Payments

Some of the inconsistencies in the property taxes, derived from your financial statements and displayed in your letter, could be explained by the fact that a cash basis accounting was used to prepare your financial statements, meaning that an expense was recorded when a payment was made instead of when this expense was incurred (no accrual set up at year-end). In addition, it appears as if some other non-property tax costs were included in your annual amounts on your statements.

2006 and 2007 increases are due to the organization's status change for the property taxation purposes.

The High Level Golf & Country Club's account history printout from our system is included for your information.

If you would like to discuss this further, or require assistance please do not hesitate to contact William Kostiw, Chief Administrative Officer at 927-3718.

Yours truly,

Bill Neufeld
Reeve

Cc: Honourable Ray Danyluk, Minister of Municipal Affairs and Housing
Mackenzie County Council
William Kostiw, CAO, Mackenzie County

Joulia Whittleton

From: Tom Friesen [tom.f@telus.net]
Sent: Thursday, November 20, 2008 2:49 PM
Joulia Whittleton
Subject: Eagles Nest Bible Camp Property Taxes

November 20, 2008

Mackenzie County Councilors:

This past summer of 2008 I was appointed as an interim Director of Eagles Nest Bible Camp. During the course of review of various items I encountered the Property Tax Assessment and Invoice for the camp.

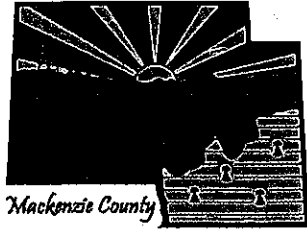
May I bring to your attention that currently we are assessed for the residence on the property, where the Director and or the assistant Director live in during the time they are there to perform their duties, which includes but is not limited to the requirement to develop relationships with the local residents (primarily the First Nations People) which includes counseling in the home, hosting meals (on a personal basis) and in general their home is open to any to come there for a time of encouragement and or a place of SAFE HAVEN.

We do not generate any revenue from the Residence.

Since we are a Charitable, nonprofit, Inter Denominational, and serve the General Public based out of the Residence and the Camp I would like to ask the Council to consider waiving the tax assessment on the Camp Buildings in it's entirety.

Thank You for your time and kind consideration.

Tom Friesen
Director
Eagles Nest Bible Camp
P.O. Box 1420
LaCrete, Alberta
T0H 2H0
Camp 780-927-3207
780-928-4955 Main
780-926-0048 Cell
780-928-2920 Fax



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 9, 2008
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	Rocky Lane Agricultural Society Letter of Support

BACKGROUND / PROPOSAL:

Council provides various forms of support to the local non-profit groups and organizations.

OPTIONS & BENEFITS:

Please find attached the Rocky Lane Agricultural Society documents with respect to their grant application under the Communities Initiatives Program. The Society is requesting a letter of support from Council with respect to the ski trails grooming equipment project.

COSTS & SOURCE OF FUNDING:

NA

RECOMMENDED ACTION:

That a letter of support be written to the Rocky Lane Agricultural Society with respect to their grant application for the purpose of acquiring ski trails grooming equipment.

Author: _____

Review Date: _____

GRANT REQUEST : 29/11/09

To Whom It May Concern:

Since 1984 the Rocky Lane Agricultural Society has been developing a recreational area for healthy living especially designed for cross country skiing. They have over the past 25 years invested heavily in the development of 20 km of specially designed and groomed cross country ski trails on land which they purchased. The idea behind this development was to encourage active participation in a healthy life style for people of our area. During the ski season these trails are groomed regularly with track set and free style skiing trails. This has been done over the years with aging Alpine skidoos, which are not replaceable anymore. We are finding it extremely difficult to keep these antiques running. They have been consuming much of our volunteer time replacing motors, steering columns, skis, track ,belts, etc. We are now in a difficult position, in that we have run out of spare parts and can find no more back yard bonanzias. Through many hours of sweat equity the Agricultural Society members offer the use of cross country ski trails, equipment and lessons for those who are just learning the sport, which is the majority of our population. The course and ski equipment maintenance offers six of our local High School students job opportunities and high school credits while the learn to deal with the public, money, rental equipment, and mechanical equipment.. This is a great side benefit due to our isolated location and lack of job opportunities in our area. We have many skiers coming from the three local adjacent communities of Ft. Vermilion, High Level, and La Crete. Many of the schools in our school district use our facilities for class ski field trips. We also have a cross country ski team (Far North Nordic) and coach which have participated in the Alberta Winter Games, and the Arctic Winter Games.

This brings me to the crux of our request. For the past 25 years we have been limping along on old skidoos and local made grooming equipment. Despite this draw back we have developed excellent facilities. Due to equipment failure we are finding it difficult to continue offering these facilities to the general public.

We need monetary assistance in the purchase of a new skidoo and a refined new Roller/Compactor.

We have researched the capacities which will be needed to fit our trail, snow and power conditions and have come up with the following.

1) A 2009 Ski-Doo Skandic SWT 800. SWT stands for 24inch super wide track which is mandatory for our rugged, hilly conditions. See attached quote from our local dealer. (\$12,923.00 plus gst) (\$13698.38)

2) A standard model YTS HDPE Roller/Compactor available only in Yellowstone Wy. USA (\$1495, Packing \$75, Shipping \$210, Broker 250??--- 2030+_ USD) See attached for particulars.

Conversion with Canadian dollar at .81 USD (2506.17 + gst \$150.37 = 2656.54 Ca. \$)

We have put many hundreds of hours of sweat equity into the development of these trails over the past 25 years, and hope that will stand as equity on our behalf. We would like to request support in purchasing these two pieces of equipment.

We need \$16354.92

Thank you for your consideration .

Respectfully Yours:

Michael Alsterlund

November 29, 2008

780 927 4538

Fax 780 927 4588

Email: alsterlu@telusplanet.net

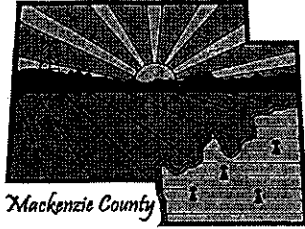
Society director

Trail developer, and groomer

X-C ski instructor

Community volunteer

*Requesting a letter of
support from the Council.*



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 9, 2008
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Appointment of Members at Large to County Boards/Committees

BACKGROUND / PROPOSAL:

The following Member at Large positions remained open after the October 29th Organizational meeting. All positions were advertised in The Echo and The Northern Pioneer for two weeks, the Big Deal Bulletin and the County Image.

- Assessment Review Board – 1 member
- Subdivision & Development Appeal Board – 2 members
- Mackenzie Library Board – 1 member

OPTIONS & BENEFITS:

One application has been received and is attached.

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

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

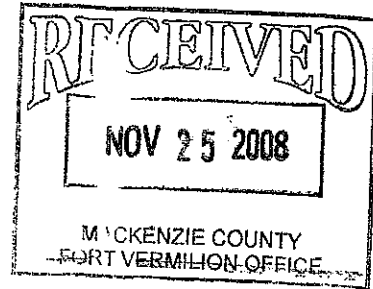
Author: C. Gabriel

Review By: _____

[Signature]
CAO *[Signature]*

Eva Schmidt
Box 461
La Crete AB T0H 2H0

November 21, 2008



Carol Gabriel
Mackenzie County
Box 640
Fort Vermilion AB T0H 1N0

Dear Mrs. Gabriel:

Please accept this letter as application for the position of member-at-large on the Subdivision and Development Appeal Board and the Assessment Review Board.

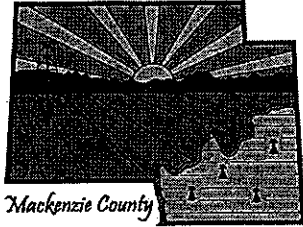
I have had the privilege to work extensively with both of these Boards during my 15 plus years of employment with the County. I am a graduate of the Local Government Administration Certificate Program, the Senior Executive Fellows Program, and the Applied Land Use Planning Program and have attended training workshops for both of the above mentioned Boards.

My husband and I have been farming in the area for the past 25 years. I am currently employed part time at PineRidge Logging, which would give me the time to serve on these Boards.

Thank you for your consideration of my application.

Yours truly,

Eva Schmidt



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 9, 2008
Presented By:	William Kostiw, Chief Administrative Officer
Title:	ICLEI World Congress

BACKGROUND / PROPOSAL:

See attached invitation to attend the 2009 ICLEI World Congress being held in Edmonton from June 14 – 18, 2009.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

600 Euro per person (registration fee)

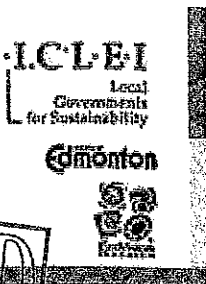
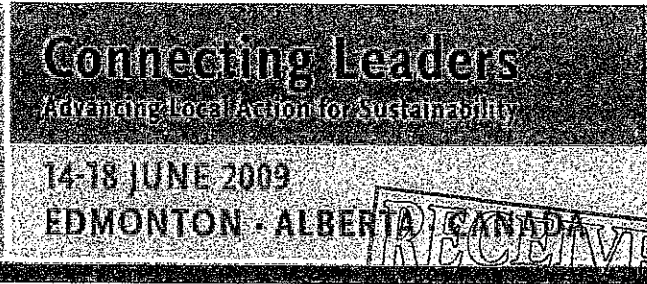
RECOMMENDED ACTION:

For discussion.

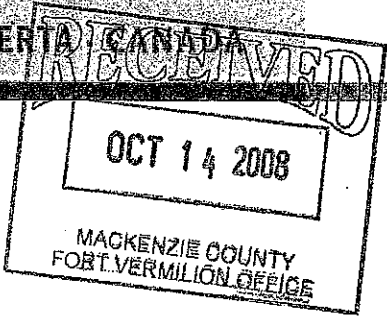
Author: C. Gabriel

Reviewed By: _____

for
CAO *Jul*



Mackenzie County
 Councillor Bill Neufeld
 4511-46 Avenue
 Po Box 640
 Fort Vermilion AB T0H 1N0



On behalf of the City Council and all Edmontonians, I want to personally invite you to the 2009 ICLEI World Congress – Connecting Leaders: Advancing Local Action for Sustainability from June 14 – 18, 2009.

ICLEI – Local Governments for Sustainability, is an international association of local governments, national, and regional government organizations that have made a commitment to urban sustainability. More than 898 cities, towns, counties, and their associations worldwide comprise ICLEI’s growing membership; 18 of these cities are Canadian.

The ICLEI World Congress takes place every three years, providing Mayors, local government elected officials and their staff, businesses and academics the opportunity for peer exchanges, knowledge-sharing, capacity building, and on-site visits and exhibits. We’re well into our planning and promise to host a congress that inspires lively discussion, promotes sharing on local strategies for sustainability, and strengthens cooperation between cities and local governments worldwide.

As municipalities, we know residents regard the environment as one of the most pressing issues our country faces; climate change is a large reason for this concern. By making changes to our public transit, improving waste management systems, planning our land-use, and considering our building energy performance, we can significantly reduce our greenhouse gas emissions. Setting targets for carbon reductions, encouraging efficient use of personal vehicles, and encouraging residents to conserve water and energy will also significantly reduce Canada’s carbon footprint.

Approximately 55 per cent of Canada’s total carbon emissions are under municipal government control. The responsibility is ours. We invite you to join us at the 2009 ICLEI World Congress to take responsibility and help Canada become a sustainable, prosperous nation, and an even greater environmental leader. Learn from other municipalities around the world and build on your own sustainability plans.

See you in Edmonton June 14-18, 2009.

Sincerely,

Mayor Stephen Mandel
 City of Edmonton

Printed on 100% Recycled Paper

**ICLEI
WORLD
CONGRESS
2009**

Connecting Leaders

Advancing Local Action for Sustainability

14-18 JUNE 2009

EDMONTON · ALBERTA · CANADA

ICLEI
Local
Governments
for Sustainability

Edmonton



July 2008

ICLEI World Congress 2009

Connecting Leaders - Advancing Local Action for Sustainability

14 - 18 June 2009, Edmonton, Alberta, Canada

Join mayors, councillors and senior officials of local governments in Edmonton to discuss future strategies of local sustainability.

The World Congress, a key gathering of ICLEI members, ICLEI's strategic partners, and experts, is a golden opportunity to learn about the achievements of the most advanced cities and towns, and to build upon past successes to advance local action for sustainability. The event will facilitate exchange and capacity-building among local governments and other stakeholders who play leading roles in the path towards sustainability. It will be a dynamic platform with keynote presentations, reports, debates, workshops, networking events, site visits and an exhibition.

The program will showcase the vast work of ICLEI members on advancing sustainability and it will be enriched by global strategists and leaders sharing their vision on the opportunities and challenges for local governments in the coming decades. The encounter of ICLEI members and supporters from all over the world will inspire lively discussions, promote sharing on local strategies for sustainability, and strengthen cooperation between cities and local governments worldwide.

We invite each municipality to reach out to neighbouring communities, sister cities, other partner municipalities, and associates, to encourage them to join us at the World Congress.

Edmonton is a booming city of over one million people nestled in the centre of the province of Alberta, Canada. Its river valley is North America's largest urban green space. It is a rich, multicultural society that values the diverse experience and traditions of all of its citizens. Edmonton hosts the second largest urban Aboriginal population in Canada, a dynamic, vibrant and energetic community.

Registration will open soon.

We look forward to seeing you in Edmonton!

World Congress 2009 Conference Team
world.congress@iclei.org

Fees

The congress fee covers admission to the event, to the exhibition, simultaneous translation, participant materials, one mobile workshop as part of the Edmonton Day, a daily lunch and light breakfast at the venue, two dinners, two cocktail receptions, the carbon offset contribution and an attendance certificate.

To check fee prices in other currencies, use the [online currency converter](#).

(Accommodation is not included in the registration fee.)

Full fee **600 Euro** per person

ICLEI Members Fee **500 Euro** per person

For a list of members, refer to the [membership website](#). Please note that due to our rapidly increasing membership, this list is continually being updated and may be subject to some delays.

Reduced Fee **300 Euro** per person

Reduced fees apply to participants from countries with a GNI less than US\$ 9,205. To see if you qualify for the reduced fee, check this table calculated according to per capita [Gross National Income](#) [PDF, 9Kb].

Young Municipal Leaders Fee **200 Euro** per person

The Young Municipal Leaders Fee applies to those elected officials or city officials who are under 30 years of age.

Student Fee **200 Euro** per person

The Student Fee applies to those students under 25 years of age.

Delegation

Delegations of more than two participants from the same local government/organisation will receive reduced rates of **400 EUR** for delegate number three and beyond.

Full payment is required in order to confirm registration.



Traders |

FXConverter Results - Currency Converter for 164 Currencies

Wednesday, December 3, 2008

1 Euro = 1.57631 Canadian Dollar
1 Canadian Dollar (CAD) = 0.63439 Euro (EUR)

Median price = 1.57524 / 1.57631 (bid/ask)
Estimated price based on daily US dollar rates.

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New Conversion

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- [Travel Expense Report Manager \(FXPense\)](#): Create multi-currency expense reports online and save it in MS® Excel.
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MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 9, 2008
Presented By:	John Klassen, Director of Operations – South
Title:	Bylaw 690/08 Schedule B

BACKGROUND / PROPOSAL:

It was requested by Council for administration to review and condense the Schedule B of Bylaw 690/08 and present to Council for review

OPTIONS & BENEFITS:

For discussion.

COSTS & SOURCE OF FUNDING:

N/A

RECOMMENDED ACTION:

That the revised Schedule B to Bylaw 690/08 be adopted as presented.

Note: must have 3 readings for a new bylaw in order to have effect.

Author: C. Friesen

Review Date: _____

[Signature]
for
CAO

BYLAW NO. 690/08

SCHEDULE "B"

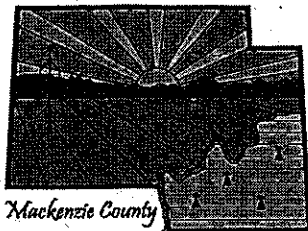
SCHEDULE OF FINES

FOR THE HAMLETS OF FORT VERMILION, LA CRETE AND ZAMA

WATER WORKS SYSTEM

The voluntary payment, which may be accepted in lieu of prosecution for a contravention of any of the sections set out below, shall be the sum set out opposite the section number:

SECTION	DESCRIPTION	PENALTY
5,7	Failing to connect to County owned water and sewer facilities	\$2,500.00
10	Failing to provide grease, oil, sand traps	\$1,000.00
11	Failing to maintain catch basin	\$ 75.00
8,12,13,14, 17,31,32,34, 36,38,43,49, 63,64,65	Interfering/tampering with Municipal water or sewer system	\$2,500.00
15,31,66	Failing to allow County staff or agent to enter premises	\$ 250.00
16	Failing to maintain water or sewer system	\$ 100.00
18,19	Failure to use proper material	\$ 250.00
20	Failing to install backflow preventer	\$ 150.00
22	Failure to execute proper tapping or backfilling	\$ 250.00
24	Covering a water or sewer system prior to inspection	\$ 250.00
25	Failing to uncover a water or sewer system at the request of an authorized employee after it has been covered	\$ 500.00
37	Failing to report broken seal to municipality	\$ 20.00 75.00
44	Obstruction of fire hydrants/valves	\$ 100.00
57	Illegal disposal of water	\$1,500.00
58	Well or other source of water supply	\$ 150.00
60,61,62,67	Illegal disposal in sewer or storm drainage system	\$2,500.00



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 9, 2008
Presented By:	John Klassen, Director of Operations – South
Title:	Grader Proposals - 2009

BACKGROUND / PROPOSAL:

A County grader unit #2116 which is a Volvo 740B is close to the maximum hours of the buyback agreement which is 5 years/7500 hrs. The grader is a 2003 with 7300 hrs to date, the agreement states the County will receive \$129,085.00 if we do not exceed the hrs and have less than 50% wear on the tires.

Administration prepared RFP's and received proposals from three suppliers. (See tables below)

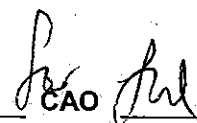
OPTIONS & BENEFITS:

Discussions were held with the equipment committee and it was felt that the best option for the County may be an AWD grader, and that is due to a saving on tires, differential wear and greater ability for opening ditches in spring.

Although in doing the calculations the overall combined costs per hour seem to be the lowest with the Volvo G940 5 year 9000 hr buyback option which includes \$12,000 for tire replacement to insure 50% or less wear in order to obtain the maximum buyback dollars.

Author: John Klassen

Review Date: _____


CAO

COSTS & SOURCE OF FUNDING:

<i>BUYBACK SUMMARY OPTION</i>						
Company	Equipment	Term	Price	Buyback	Cost	Cost per hour
Strongco	G940 Tandem	3 year 5400 hours	\$313,500.00	\$199,110.00	\$114,390.00	\$21.18
Cat	160M Tandem	3 year 5400 hours	\$349,161.00	\$235,000.00	\$114,161.00	\$21.14
Strongco	G970 Tandem	3 year 5400 hours	\$343,770.00	\$218,765.00	\$125,005.00	\$23.14
Strongco	G946 AWD	3 year 5400 hours	\$341,070.00	\$220,433.00	\$120,637.00	\$22.34
Cat	160MAWD	3 year 5400 hours	\$378,115.00	\$255,000.00	\$123,115.00	\$22.79
Cat	160M Tandem	4 year 7200 hours	\$349,161.00	\$199,000.00	\$150,161.00	\$27.80
Cat	160MAWD	4 year 7200 hours	\$378,115.00	\$216,000.00	\$162,115.00	\$24.66
Strongco	G940 Tandem	5 year 9000 hours	\$318,700.00	\$152,650.00	\$166,050.00	\$18.45
Strongco	G970 Tandem	5 year 9000 hours	\$349,976.00	\$167,545.00	\$182,431.00	\$20.27
Strongco	G946 AWD	5 year 9000 hours	\$350,077.00	\$159,796.00	\$190,281.00	\$21.14

Author: John Klassen Review Date: CAO

NO BUYBACK SUMMARY OPTION

Company	Machine	Term/Warranty Hours	Purchase Price	Cost	Cost per hour	Estimated Trade -in Value
Strongco	G940 Tandem	3 year 5400 hours	\$287,248.39	\$147,248.39	\$27.27	\$140,000.00
Strongco	G946 AWD	3 year 5400 hours	\$294,970.00	\$174,970.00	\$32.40	\$120,000.00
Strongco	G970 Tandem	3 year 5400 hours	\$296,130.83	\$206,130.83	\$38.17	\$90,000.00

Brandt	870D Tandem	4 year 7000 hours	\$311,941.68	\$161,941.68	\$23.13	\$150,000.00
Brandt	872D AWD	4 year 7000 hours	\$314,770.00	\$154,770.00	\$22.11	\$160,000.00
Strongco	G940 Tandem	5 year 9000 hours	\$322,650.00	\$222,650.00	\$24.74	\$100,000.00
Strongco	G946 AWD	5 year 9000 hours	\$327,153.70	\$217,153.70	\$24.13	\$110,000.00
Strongco	G970 Tandem	5 year 9000 hours	\$341,950.00	\$197,950.00	\$21.99	\$144,000.00

Current Equipment Fuel Consumption

Equipment	Operator	Unit	Hours	Litres	Litres/hr	Average 2008 Fuel Cost (\$1.13 per ltr)	Cost per hour
Volvo 740B Tandem	John Krahn	2116	1,448	36,488.00	25.20	\$ 41,231.44	\$28.47
Volvo 740B Tandem	Henry Braun	2117	1,389	22,634.70	16.30	\$ 25,577.21	\$18.41
John Deere 872D AWD	Aaron Braun	2119	1,462	38,628.00	26.42	\$ 43,649.64	\$29.86
Cat. 160m AWD	William Mercerdi	2125	878	24,879.00	28.34	\$ 28,113.27	\$32.02
Cat. 160m Tandem	John Flett	2122	943	20,485.00	21.72	\$ 23,148.05	\$24.55
Cat. 160m AWD	Peter Driedger	2124	1081	20,180.00	18.67	\$ 22,803.40	\$21.09

Author: John Klassen

Review Date:

CAO

STRONGCO Additional Conditions

- * 976 AWD is estimated at \$75,000.00 more than 970Tandem
- * Will not provide a loaner, but will offer a low rent on current replacement grader Unit 2116
- * The above 970 has 60 Hour with 2007 pricing, but is a 2008 Unit (in stock)
- * No tire wear limit on 36/5400 Hours buyback(Not yet determined)
- *Delivery date for 940 & 946 end of Jan. 2009
- *970 & 976 AWD is in a bigger class

FINNING Additional Conditions

- *Agrees with no conditions on tire wear on 3year/5400 hours
- *Delivery date for 160MAWD & 160M End of Jan. 09 & will provide Loaner for the month of Jan. 09

To be funded from the 2009 budget.

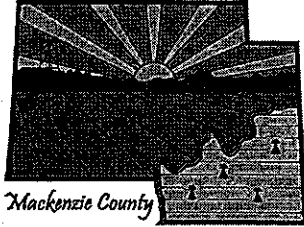
RECOMMENDED ACTION:

That Mackenzie County purchases a Volvo G940 grader with the 5 year/9000 hr buyback option. *with funding coming from 2009 Budget.*

Author: John Klassen

Review Date: _____

for
CAO *JL*



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 9, 2008
Presented By:	Ryan Becker, Director of Planning and Emergency Services
Title:	Municipal Accreditation

BACKGROUND / PROPOSAL:

On September 25th Superior Safety Codes (SSC) announced that as of that day they were closing their office. SSC provided no advanced notice for this.

Council has a motion on record from August 27th, 2008 (08-08-615) to terminate our Safety Codes Order of Accreditation effective March 1, 2009. In light of SSC breaching the agreement by closing their office in La Crete administration brought forward a request to enter into a short term agreement with SSC with new rates and structure. Council was not in support of entering into another agreement with SSC. To provide some structure to the permit system and remove the County staff from issuing permits Mackenzie County needs to cancel our accreditation. This will allow any accredited company whom wishes to offer service to our residents this option.

To facilitate Mackenzie County cancelling our accreditation, administration will need to send a letter to the Safety Codes Council. The letter will inform them of our decision and provide a date by which the cancellation is effective. Mackenzie County would then need to enter into an agreement with Alberta Municipal Affairs to address and resolve any outstanding permits at the time of accreditation cancellation.

In all areas, Northern Lights Gas Co-op will not provide natural gas servicing without a Gas permit. In a similar manner, ATCO Electric will not energize a new site without written approval from Mackenzie County. While these processes are in place, historically some people have been able to obtain services without the required permits.

Planning & Development recommends that the only way to ensure compliance with permit issuance is to require copies of all permits prior to providing the water meter and

Author: Sarah Martens,
Planning Admin Support

Reviewed by: Ryan Becker,
Director

CAO *for [Signature]*

subsequent municipal servicing. However, this would not be an option in rural areas. We will not be able to monitor private sewage permits or building permits.

More than 40 companies were contacted by administration to see if they would provide service to our area; the only company interested was Superior Safety Codes.

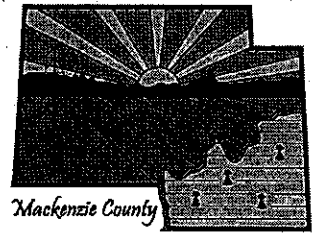
RECOMMENDED ACTION:

1. That the Mackenzie County Safety Codes Order of Accreditation, No. 78446-001, in the disciplines of Building, Electrical, Gas and Plumbing be terminated effective immediately.
2. That Mackenzie County requires copies of all plumbing, gas, electrical and building permits and a confirmation from the taxation department that the customer has no property taxes in arrears prior to providing the water meter and subsequent municipal servicing.

Author: Sarah Martens,
Planning Admin. Support

Reviewed by: Ryan Becker,
Director

CAO



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 9, 2008
Presented By:	Ryan Becker, Director of Planning and Emergency Services
Title:	John Kowal – Ponton School Fire Invoice

BACKGROUND / PROPOSAL:

On May 15th 2008, John Kowal experienced a structure fire on his property at the commonly known site of the Old Ponton School. The fire was attended by the Fort Vermilion Fire Department and the owner is appreciative of the quick response; however, he would like Council to consider waiving the invoice due to the circumstances outlined in their letter to Council. Both the letter and invoice are attached for review.

OPTIONS & BENEFITS:

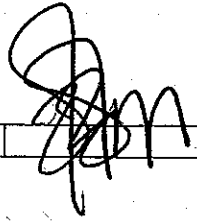
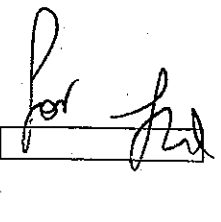
- Option 1: That the property owner pay the full amount of the invoice.
- Option 2: That the property owner pay the invoice amount based on the new rates.
- Option 3: That the property owner's invoice be waived

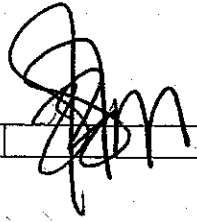
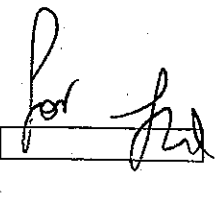
COSTS & SOURCE OF FUNDING:

N/A

RECOMMENDED ACTION:

For Discussion

Author: J. Gabriel	Reviewed by: 	CAO 
---------------------------	--	--

Box 1827
High Level, AB
T0H 1Z0

November 10, 2008

Mackenzie County
Box 640
Fort Vermilion, AB
T0H 2N0

Dear Councilors,

This letter is in regards to the invoice # 230914 for fire fighting service at the old Ponton School in Rocky Lane for the sum of \$1404.00.

People stopped often to view the old school, which many regarded as a historic site. The Grade 3 class from Rocky Lane School toured the old building on their yearly field trip. Visitors to the area enjoyed the glimpse into the past that the old log building provided. It was a significant landmark frequently mentioned when giving directions. To allow better access for the community, I used to cut the grass around this structure.

I appreciate the rapid response of the fire department to this incident. However, as a result of the fire I will be responsible for a large cleanup. Small boards and shingles with nails were scattered into the surrounding field. I will not be able utilize this area until the debris is cleaned up.

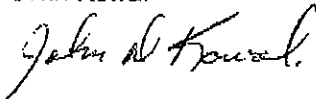
I did not light the fire and I did not call the fire department. Now I have a large fire fighting bill, a large cleanup job, and no landmark building.

I considered the old school as a community building with only historic value to myself and others. I let it stand all these years as a community service, which was well appreciated by neighbours and visitors alike.

I am asking Council to please consider canceling this invoice.

Thank you for your attention to this matter.

John Kowal



HISTORICAL

INVOICE#: IVC00000000008284

INVOICE

Customer

KOWAL, JOHN D. & KATHERINA
BOX 1827

HIGH LEVEL AB

T0H 1Z0

Date: 10/27/2008

ID: 230914

Due Date: 11/26/2008

PLEASE RETURN THIS PORTION WITH YOUR PAYMENT

Quantity	Description	Unit Price	Total
1.00	STRUCTUR FIRE NE 10-109-15-5, FORT VERMILION INCIDENT NO. 8, MAY 15, 2008 WATER TANKER- 1 @ 1.17HRS @ \$400.00/HR RESCUE UNIT - 1 @ 1.17HRS @ \$400.00/HR PUMPER TRUCK - 1 @ 1.17HRS @ \$400.00/HR	\$1,404.00	\$1,404.00

Subtotal	\$1,404.00
Tax	\$0.00
Total	\$1,404.00

PAYMENT DUE UPON RECEIPT - PAYABLE TO THE MD of Mackenzie



Mackenzie County

Office of Mackenzie Regional Emergency Services
Box 708, La Crete, Alberta, T0H 2H0
Tel.: (780) 928-3983 Fax: (780) 928-3636
E-mail: mres@mackenziecounty.com

March 14, 2008

John Kowal
Box 1827
High Level AB
T0H 1Z0

RE: Structure Fire
Date: May 15, 2008
Location: Ponton School, Rocky Lake
Type: Structure Fire
Incident # 08-FVFR-08

Fort Vermilion Fire Rescue Services responded to the incident noted above, being a Structure Fire at pontoon School, Rocky Lane. Municipal Bylaw No. 580/06 was established to provide efficient fire services within the Municipal District of Mackenzie, which includes the provision of invoicing for providing such services.

Enclosed with this letter you will find:

- 1) A report explaining the Fire Services Bylaw and it's invoicing process; and the procedures that should be followed when receiving an invoice for fire services.
- 2) An invoice for providing fire services to the above stated incident.

Should you have any further questions on this matter, please contact me at 928-3983.

Sincerely,

Ryan Becker, Director
Planning & Emergency Services
Encl.

FIRE RESPONSE COSTS RECOVERY

Municipal Bylaw No. 580/06 was established to continue providing fire services within the Mackenzie County and to provide for efficient operation of such Fire Services.

Where the Fire Service has taken any action whatsoever for the purpose of extinguishing a fire or responding to a fire call, incident or false alarm, the County shall, in respect of any costs incurred by the County in taking such action, charge any costs so incurred to:

- the person who caused the incident;
- the owner of the land or in possession where the incident occurred; or
- the owner of property who was the person in possession and control of the property where the incident occurred, if not located on privately owned land.

Where the Fire Services has provided services for the purpose of, but not be limited to:

- occupant load determination,
- fire inspections,
- fire investigations, and
- fire permits,

the County shall, in respect of costs incurred by providing the service, charge such fees as set out in the bylaw, and such fees shall be due and payable upon receipt of such services.

If you have received an invoice for fire services you need to take the following steps.

- 1) *If you have property insurance.*
 - a. Inform your insurance agent and forward the invoice to your insurance company for payment as soon as possible.

Outstanding Invoices.

If the invoice is not paid within sixty (60) days after the mailing of an invoice by the municipality, such cost or fee shall be charged against the land as taxes due and owing in respect of that land or, in the case of incidents involving motor vehicles the municipality shall take any collection action it deems necessary to collect such fees.



INVOICE REQUEST

**INVOICE TO:**

John Kowal
 Box 1827
 high Level, AB T0H 1Z0

CODE TO ACCOUNT NO.:

01-23-30-420

INCIDENT NO.:

08-FVFR-08

Department	Incident Type		Date	Location
Fort Vermilion Fire & Rescue	Structure Fire		May 15, 2008	NE 10-109-15-5
Structure fire at ponton School in Rocky Lane			Time of Call	20:02
Description	Quantity	Total # of Hours	Rate / Hour / Unit	Total \$ Amount
Pumper Unit	1	1.17	\$ 400.00	\$ 468.00
Ladder Unit			\$ 400.00	\$ -
Tanker Unit	1	1.17	\$ 400.00	\$ 468.00
Rapid Response Unit			\$ 400.00	\$ -
Rescue Unit	1	1.17	\$ 400.00	\$ 468.00
Command Unit			\$ 200.00	\$ -
Rescue Boat			\$ 200.00	\$ -
Hazmat Trailer			\$ 150.00	\$ -
Rescue Alive Unit			\$ 100.00	\$ -
Rescue Boggan			\$ 100.00	\$ -
Contracted Services (Cost plus 15%)			\$ -	\$ -
Contracted Services (Cost plus 15%)			\$ -	\$ -
Firefighters (if only manpower is requested/needed)			\$ 20.00	\$ -
Officers (if only manpower is requested/needed)			\$ 25.00	\$ -
Fire Investigations			\$ -	\$ -
Ambulance Response			\$ -	\$ -
Minimum Charge			\$ 250.00	\$ -
			\$ -	\$ -
			\$ -	\$ -
<i>(Fees According to Municipal By Law No. 580/06)</i>			Total:	\$ 1,404.00

DATE: _____

APPROVED BY: _____

Ryan Becker, Director

Mackenzie County

Office of Mackenzie Regional Emergency Services
 Box 1690, La Crete, AB T0H 2H0 PH(780)928-3983 FAX(780)928-3636
 Email: mres@mackenziecounty.com

INCIDENT REPORT - FORT VERMILION FIRE & RESCUE

Date of Incident May 15/2008 Officer in Charge Shane Dempster Incident Number 8

RESPONSE TIME (Eg. 13:47 hours, 16:37 hours, 03:53 hours)

Time of Call	Time Leaving Fire Hall	Time on Scene	Time Leaving Scene	Time Back at Hall	Time Back in Service
<u>19:33</u>	<u>19:38</u>	<u>20:02</u>	<u>21:15</u>	<u>21:35</u>	<u>23:59</u>

RESPONSE TO

<input checked="" type="checkbox"/> Structural Fire	<input checked="" type="checkbox"/> Grass Fire	<input type="checkbox"/> MVI	<input type="checkbox"/> HazMat	<input type="checkbox"/> Other
<input type="checkbox"/> Natural Disaster	<input type="checkbox"/> Search & Rescue	<input type="checkbox"/> Alarm	<input type="checkbox"/> EMS Assist	<input type="checkbox"/> Other

Nature of Incident Structuralfire @ Ponton School in Rocky Lane
 Legal Location NE 10-109-155 TW109 RG 15-2

CONDITIONS Road clear Temperature 15C Weather Clear (rainy, snowing etc.) Wind NW20

UNITS RESPONDING (check off with an "x" only the Units which were actually USED, but enter all the Units that responded)

	Unit No.	24 Hour Time			Minutes		Unit No.	24 Hour Time			Minutes
		Start	to	End				Start	to	End	
<input checked="" type="checkbox"/>	9108	19:33	to	21:35	120		9104		to		
	9109		to				9117		to		
<input checked="" type="checkbox"/>	9121	19:33	to	21:35	120	<input checked="" type="checkbox"/>	9129	19:33	to	21:35	120

Contracted Services Beaver Water Services
 Contracted Services Sutunable Resouces and Development
 Contracted Services _____
 Contracted Services _____

Mutual Aid FVFR HLFD BRFD LCFR RLFD ZFR Other _____

MEMBERS RESPONDING

Name	Grade	24 Hour Time			Minutes
Shane Dempster	C	19:33	to	23:59	210
Rome Egras	DC		to		
Aaron Cawsey	SO	19:33	to	23:59	210
Dave Schmidt	CPT	19:33	to	23:59	210
Sean Price	CPT	19:33	to	23:59	210
Chris Fahey	LT		to		
Dave Gallant	LT	19:33	to	23:59	210
			to		
			to		
			to		
			to		

MEMBERS RESPONDING

Name	Grade	24 Hour Time			Minutes
Colin Wright	FF	19:33	to	23:59	210
Jody Toews	FF		to		
Corey Wright	FF		to		
Dan O'Neil	FF		to		
Gilbert Lambert	FF		to		
Bernie Driedger	FF		to		
Ross	FF		to		
Larry Schartner	FF		to		
Darwyn Toews	FF	19:33	to	23:59	210
David Threfall	FF		to		
	FF		to		

Number of Fire Officers _____

Number of Fire Fighters _____

PROPERTY INFORMATION

Owner John Cole Kowal
 Address Box 1827 High Level, Alberta
 Home Phone 927-3545
 Work Phone _____
 Cell Phone _____
 Legal Location _____
 Building Value \$ _____
 Contents Value \$ _____

INSURANCE COMPANY INFORMATION

Company Name _____
 Address _____
 Phone _____ Fax _____
 Agent _____
 Address _____
 Phone _____ Fax _____
 Building Dollar LOSS \$ _____
 Contents Dollar LOSS \$ _____

SCO Investigation No Investigation (Reason) _____

 Safety Codes Officer Designation Number Date Signature

VEHICLE INFORMATION - MOTOR VEHICLE INCIDENT

<u>Vehicle 1</u>		<u>Vehicle 2</u>		<u>Vehicle 3</u>	
Year	_____	Year	_____	Year	_____
Make	_____	Make	_____	Make	_____
Model	_____	Model	_____	Model	_____
Licence Plate	_____	Licence Plate	_____	Licence Plate	_____
Driver Name	_____	Driver Name	_____	Driver Name	_____
Owner Name	_____	Owner Name	_____	Owner Name	_____
Address	_____	Address	_____	Address	_____
Phone	_____	Phone	_____	Phone	_____
Insurance Co.	_____	Insurance Co.	_____	Insurance Co.	_____
Phone	_____	Phone	_____	Phone	_____
Agent	_____	Agent	_____	Agent	_____
Phone	_____	Phone	_____	Phone	_____
Vehicle Value	\$ _____	Vehicle Value	\$ _____	Vehicle Value	\$ _____
Dollar Loss	\$ _____	Dollar Loss	\$ _____	Dollar Loss	\$ _____

EQUIPMENT & SUPPLIES USED

38 mm Hose	_____ 6 _____	No. of Breathing Apparatus Used	_____ 3 _____
45 mm Hose	_____	No. of Cylinders Used	_____ 6 _____
65 mm Hose	_____ 3 _____	Foam	_____
100 mm Hose	_____	Class A	_____ AFFF _____
Other	_____		

EQUIPMENT & SUPPLIES TO BE REPAIRED AND OR REPLACED

3 X 38 mm

INJURIES TO FIRE OFFICERS OR FIRE FIGHTERS (Provide Details)

SEEN BY DOCTOR? _____

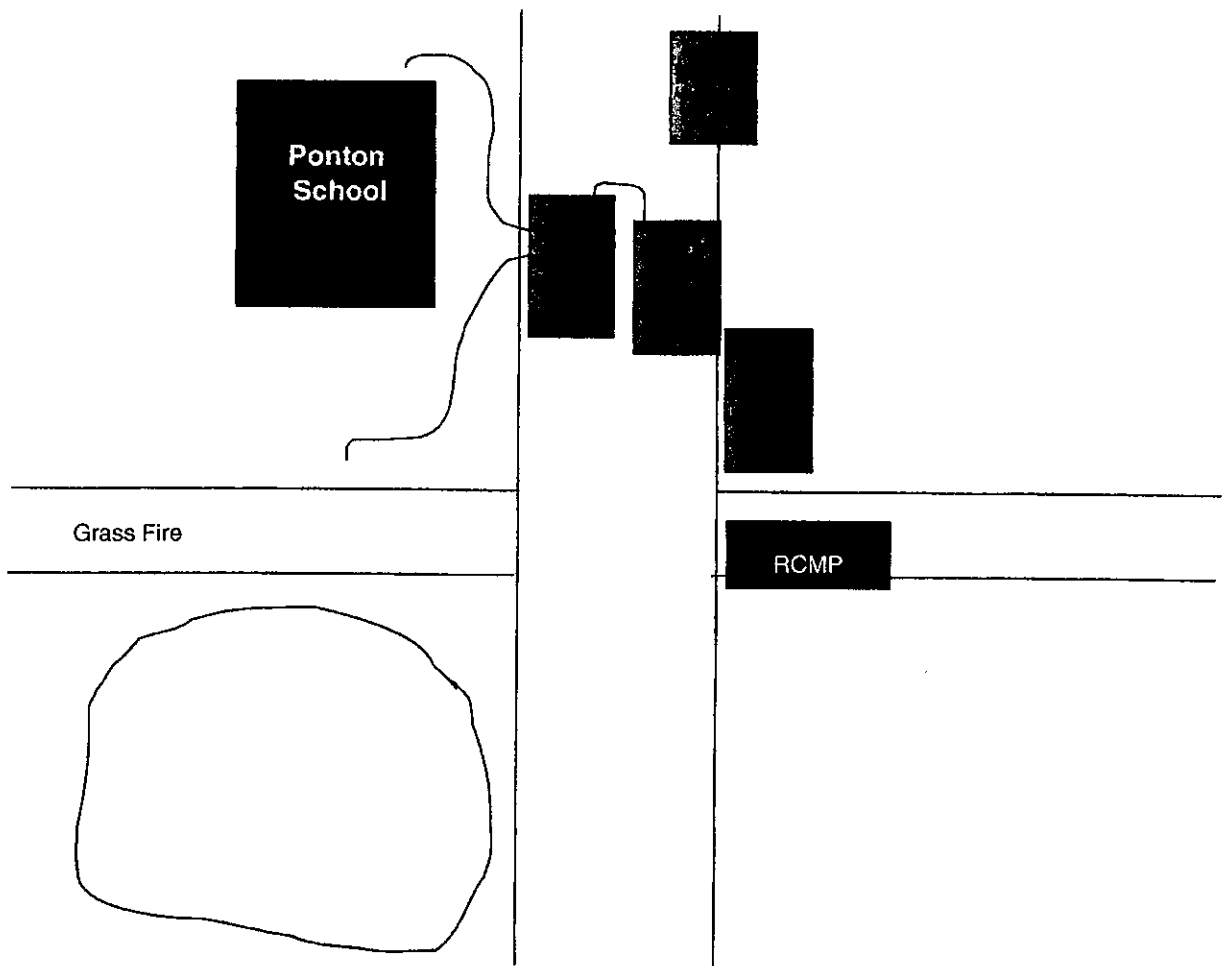
WCB COMPLETED? _____

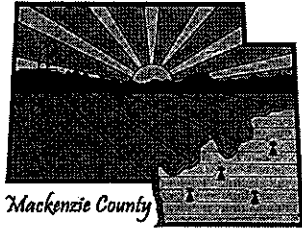
SUMMARY OF INCIDENT

FVFD responded to a structural fire at the Ponton School in Rocky Lane. FVFD arrive on scene to a fully involved structural fire and a large area of the adjacent field on fire as well. LCFR dispatched for water. SRD was dispatched as well. FVFD attacked the structure and field with a 38 mm. The grass fire was extinguished by the time the forestry helicopter arrive on scene. They checked the area and were cleared of the scene. The structural fire was extinguished with the assistance of the Beaver First Nations water truck. FVFD searched for hot spots, then cleared the scene.

DIAGRAM & NOTES

MUST BE COMPLETED





MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 9th, 2008
Presented By:	Ryan Becker, Director of Planning & Emergency Services
Title:	Zama City Outline Plan

BACKGROUND / PROPOSAL:

Attached is a draft copy of the Zama City outline plan. The plan requires comments and feedback from the Council members as well as Administration in order to be finalized. We are still waiting for several other agencies to provide their comments.

Once a final plan is produced Council can deliberate and provide direction to administration on the next steps for this project.

COSTS & SOURCE OF FUNDING:

Current funding for this project has been previously approved.

RECOMMENDED ACTION:

For discussion

Author: Ryan Becker, Director Reviewed by: Ryan Becker, Director CAO

TRANSPORTATION MUNICIPAL/ENVIRONMENTAL STRUCTURAL
LAND DEVELOPMENT LANDSCAPE ARCHITECTURE
PLANNING/COMMUNICATIONS GIS/MAPPING



Mackenzie County

Draft Report

East Zama City Outline Plan

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1.0 Introduction

1.1 Purpose of Plan

The purpose of the East Zama City Outline Plan (OP) is to prepare a plan that accommodates low and medium density residential uses, and a recreation site containing a community centre and active and passive recreation areas.

The Plan is also designed to:

- be consistent with other Mackenzie County statutory plans;
- provide guidelines to facilitate orderly, efficient and contiguous development;
- describe the proposed land uses, density and population projections;
- describe a servicing concept and the location of roads and public utilities; and
- provide a framework for the subsequent preparation of more detailed planning and design at the zoning, subdivision and development application stage.

Prior to any development of these lands it is recommended that the following studies/reports are completed: topographic survey, biophysical assessment, and geotechnical investigation. The results of these studies/reports may impact the proposed land use and servicing concept.

1.2 Area of Application

The East Zama City OP applies to land in the northwest portion of Mackenzie County and the east portion of the Hamlet of Zama City, as shown in Figure 1.1 – Location Plan. The Plan Area is generally defined by the following boundaries:

- North - Hamlet boundary;
- East - Hamlet boundary;
- West – Community Park and Fish Pond; and
- South - Hamlet boundary.

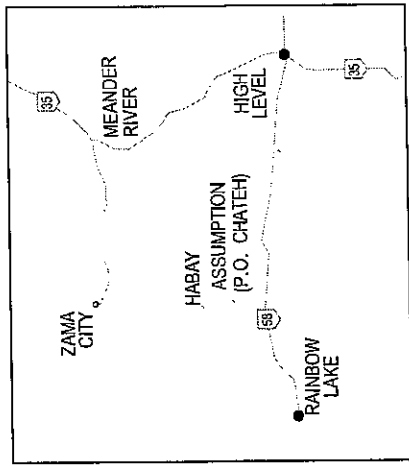
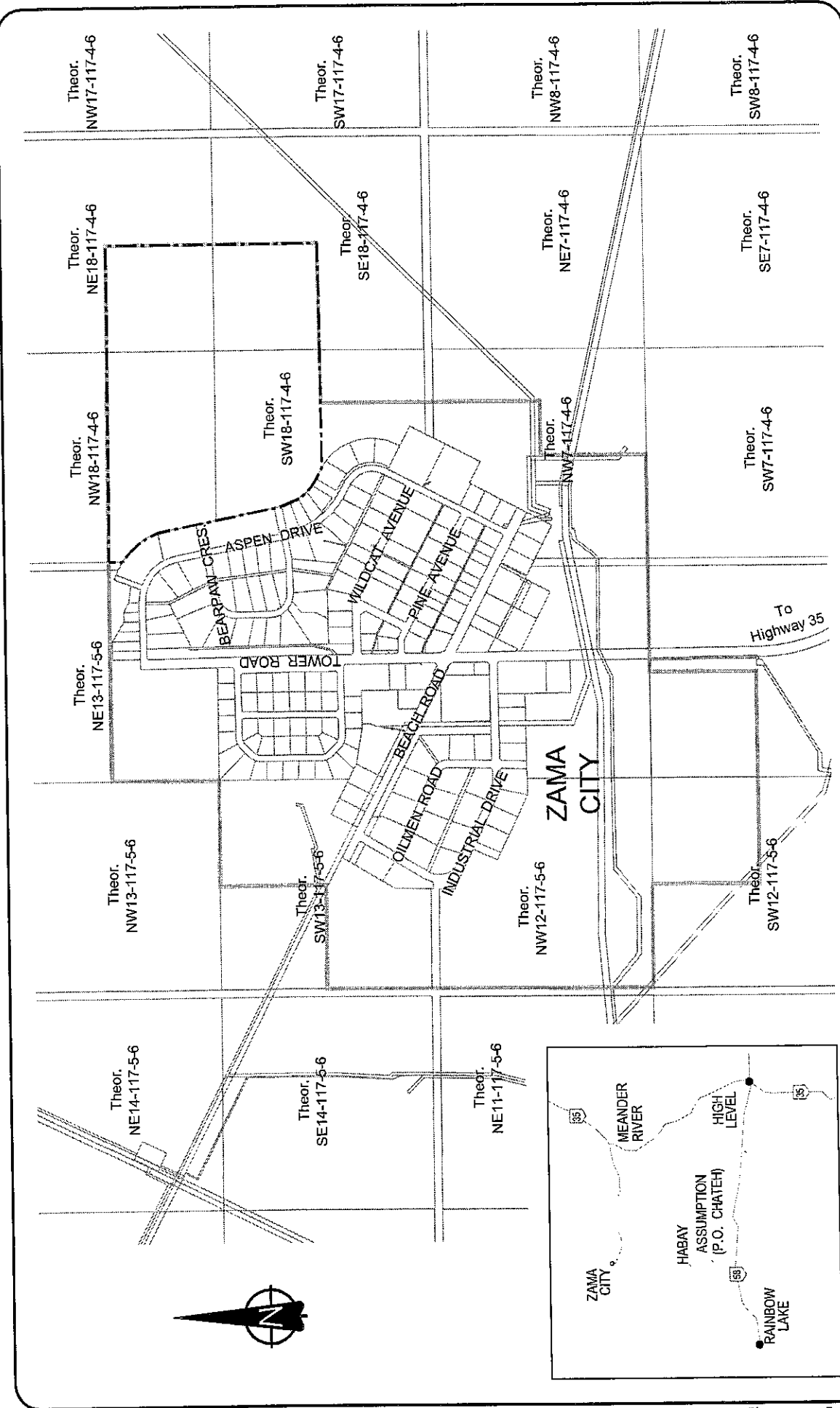
1.3 Property Ownership

The Plan Area comprises 84.18 hectares (ha) on two parcels of land described as Certificate of Title 962 236 229 +4 (35.79 ha) and Certificate of Title 972 044 189 (48.39 ha), as shown on Figure 1.2 – Property Ownership Plan. As illustrated on Table 1: Land Ownership, there is one land owner in the Plan Area.

Table 1: Land Ownership

Description	Owner	Area (ha)	% of Total
Certificate of Title 962 236 229 +4	Mackenzie County	35.79	43
Certificate of Title 972 044 189	Mackenzie County	48.39	57
Total		84.18	100%

There are four encumbrances on title for utility rights-of-way that will affect the future development of the subject lands. As described in Section 2.5, there are three caveats, in the name of Alberta Power Limited (APL), affecting Certificate of Title 962 236 229+4 and an existing powerline easement located in the southwest portion of the Plan Area. The caveats will be reviewed by APL at the time of subdivision and the easement has been integrated into the land use concept with its designation as a Public Utility Lot.

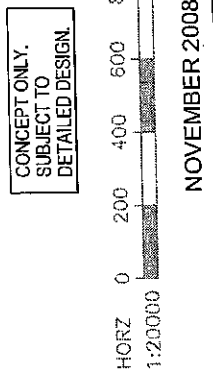


LOCATION PLAN
N.T.S.

LEGEND

- STUDY AREA = 84.18ha (208.02ac)
- ZAMA CITY HAMLET BOUNDARY

FIGURE 1.1



EAST ZAMA CITY
OUTLINE PLAN
LOCATION PLAN



NOVEMBER 2008

CONCEPT ONLY,
SUBJECT TO
DETAILED DESIGN.

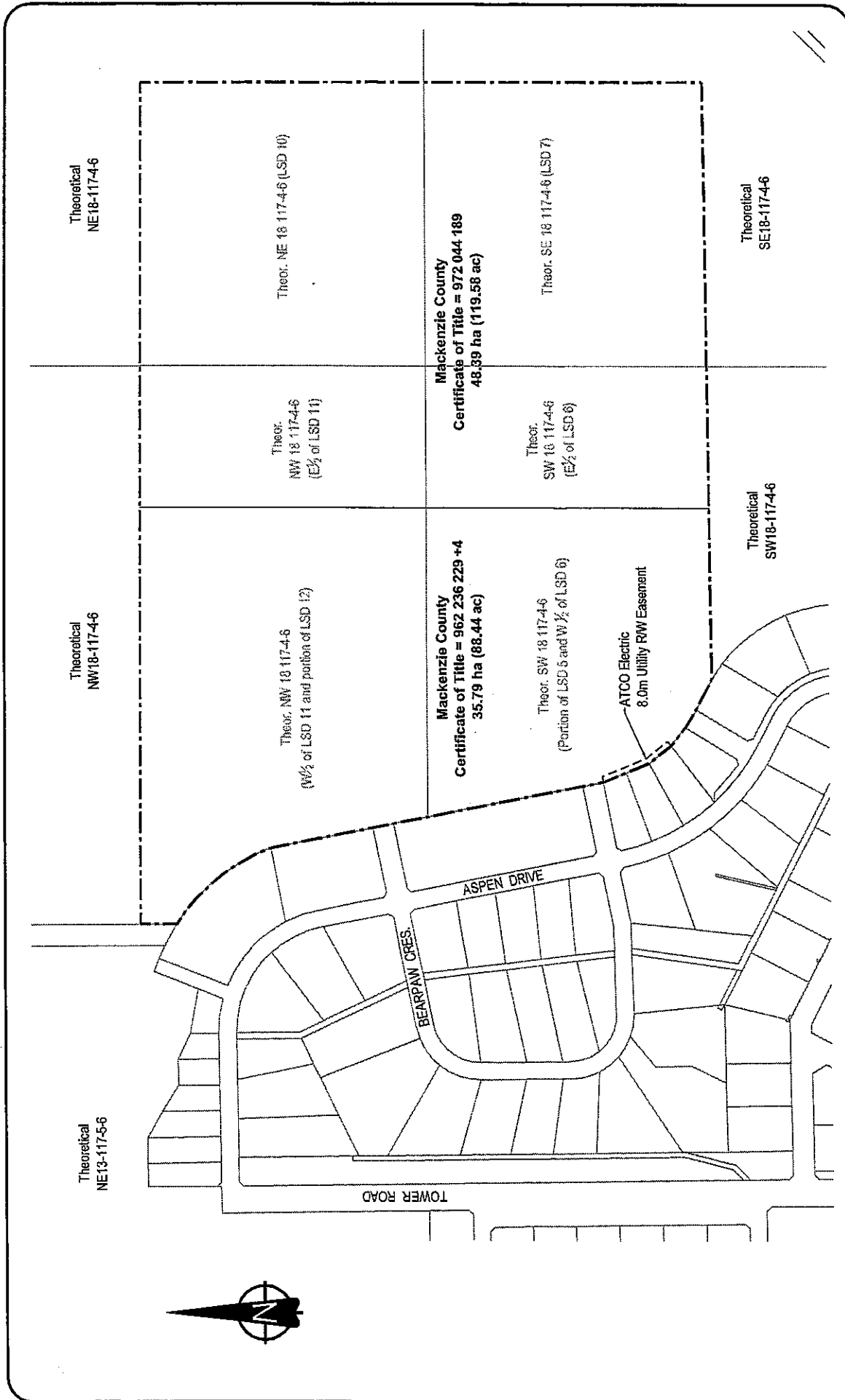
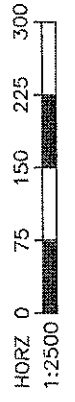


FIGURE 1.2

CONCEPT ONLY.
SUBJECT TO
DETAILED DESIGN.



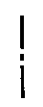
NOVEMBER 2008

**EAST ZAMA CITY
OUTLINE PLAN
PROPERTY OWNERSHIP PLAN**



LEGEND

STUDY AREA BOUNDARY
PLAN AREA = 84.18ha (208.02ac)



1.4 Policy Context

The East Zama City OP has been prepared within the context of Mackenzie County's Municipal Development Plan and the Zama City Area Structure Plan, which provide guidance for the future land use and development of the East Zama City OP.

1.4.1 Mackenzie County Municipal Development Plan

Mackenzie County's Municipal Development Plan (MDP) was adopted by Council in January 1994 and is the County's primary land use policy document. The MDP has a number of policies which relate to hamlet development, namely that the County will:

- Promote orderly economic growth;
- Plan for the future subdivision and development of residential areas; and
- Provide a variety of institutional/recreational/cultural opportunities.

1.4.2 Existing Area Structure Plan

The proposed East Zama City OP is located within the Hamlet of Zama Area Structure Plan (ASP). The ASP designates the subject lands for residential development. The Plan generally complies with the ASP; however Schedule B through Schedule I must be amended to reflect Zama City's municipal boundaries and the location of the public/institutional areas proposed within this Plan.

1.4.3 Hamlet Land Use Bylaw

The County's Land Use Bylaw, Bylaw #462/04 as amended, controls development of the lands within Zama City. Currently, the western portion of the lands within the Plan Area are designated as HR2 (Hamlet Residential 2) District and the balance of the lands within the Plan Area are designated as F (Forestry) District.

The HR2 District allows large lot residential and other compatible uses in urban areas, and the F District regulates land use within the Green Area of the County.

The Plan Area will be redistricted to the appropriate Land Use District concurrent with development.

2.0 Plan Area

2.1 Existing Land Uses

The Plan Area is currently undeveloped, contains numerous cut lines, an overhead power transmission line along the west boundary of the site, and is heavily forested.

The lands surrounding the Plan Area is bordered by forested land to the north, south and east. The Community Park and Fish Pond and campground are located immediately to the west of the Plan Area, as illustrated in Figure 2.1 - Existing and Surrounding Land Uses.

2.2 Topography and Natural Features

The Plan Area slopes gradually from northwest to southeast, with the highest elevations located in the northern portion of the Plan Area. Grade elevations ranging from 394 metres (m) near the corner of Aspen Drive and Bearpaw Crescent Street to 389m at the southeast edge of the Plan Area, as illustrated on Figure 2.2 - Topography Plan.

The most significant natural features in the Plan Area are a poplar dominated forest that covers the entire site, low muskeg areas in the central portion of the Plan Area, and a low, wet area in the extreme southeast corner of the site. (ISL awaiting response from SRD)

2.3 Environmental Site Assessment (ESA)

A Phase I Environmental Site Assessment (ESA), prepared by Parkland Geo was completed in October, 2008. The ESA identified that there are no significant concerns associated with the Plan Area and that no further environmental investigation is required. The presence of a pipeline carrying oil well effluent, located approximately 150 m southeast of the Plan Area, necessitates a setback distance to the satisfaction of the Energy Resources Conservation Board. (ISL awaiting a response from ERCB)

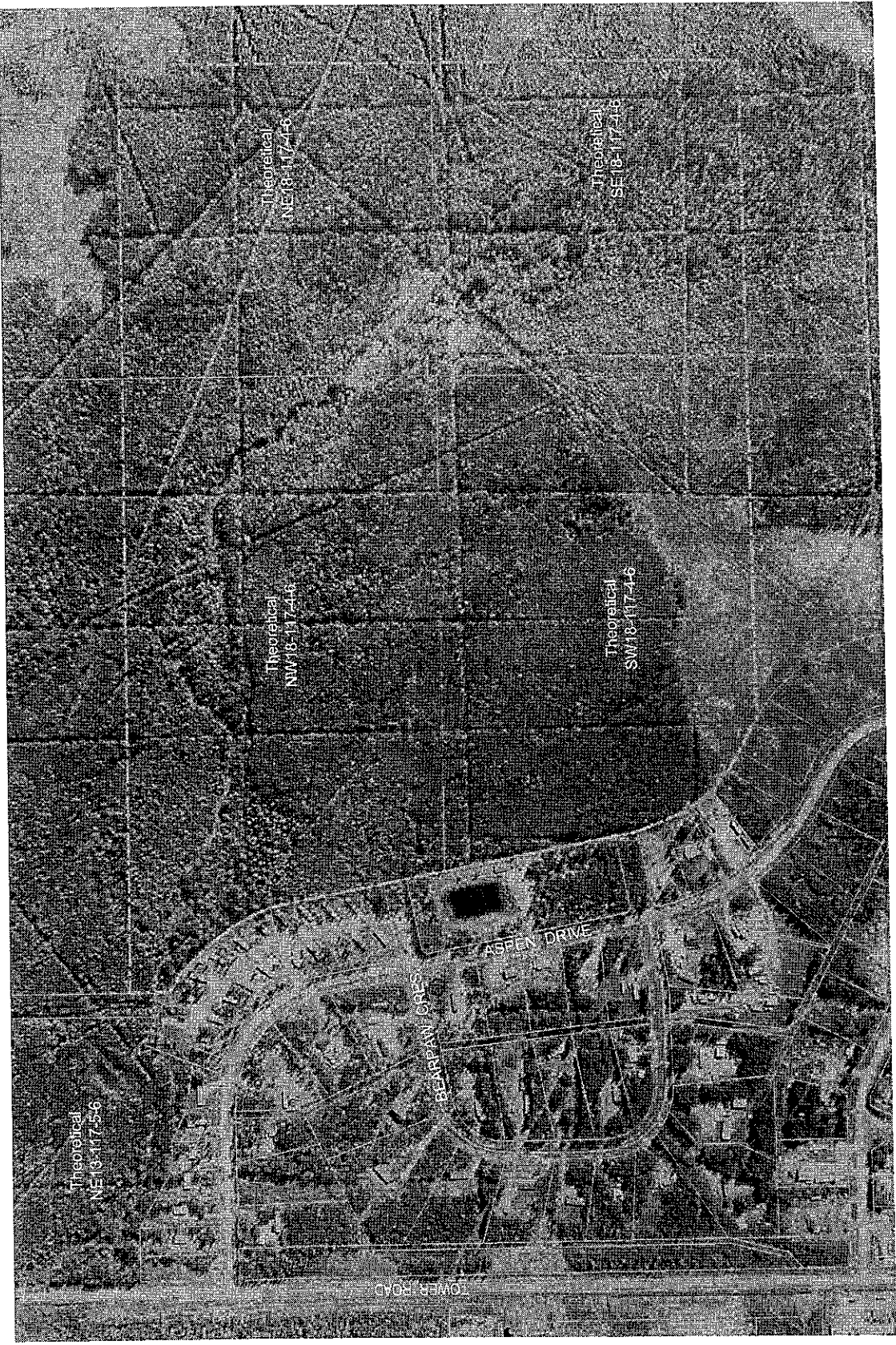
2.4 Heritage Resources

Alberta Historic Resources Management conducted a review of the Plan Area and concluded that a historic resources impact assessment is not required for the Plan Area. (ISL awaiting a response from AC)

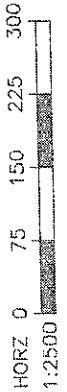
2.5 Utility Rights-of-Way

There is one utility easement and three utility caveats affecting the Plan Area.

1. An overhead power transmission line owned by ATCO Electric Ltd. is located in the southwest portion of the Plan Area. The transmission line and its 8.0m easement has been integrated into the land use concept with its designation as a Public Utility Lot.
2. The three caveats, in the name of APL, affect the Plan Area. APL has reviewed the contents of this Outline Plan and will provide comments prior to subdivision to determine how their interests will be integrated into the development.



CONCEPT ONLY,
SUBJECT TO
DETAILED DESIGN.



NOVEMBER 2008

**EAST ZAMA CITY
OUTLINE PLAN
EXISTING AND SURROUNDING
LAND USES**



**Engineering
and Land Services**

LEGEND

STUDY AREA BOUNDARY
PLAN AREA = 84,18ha (208.02ac)



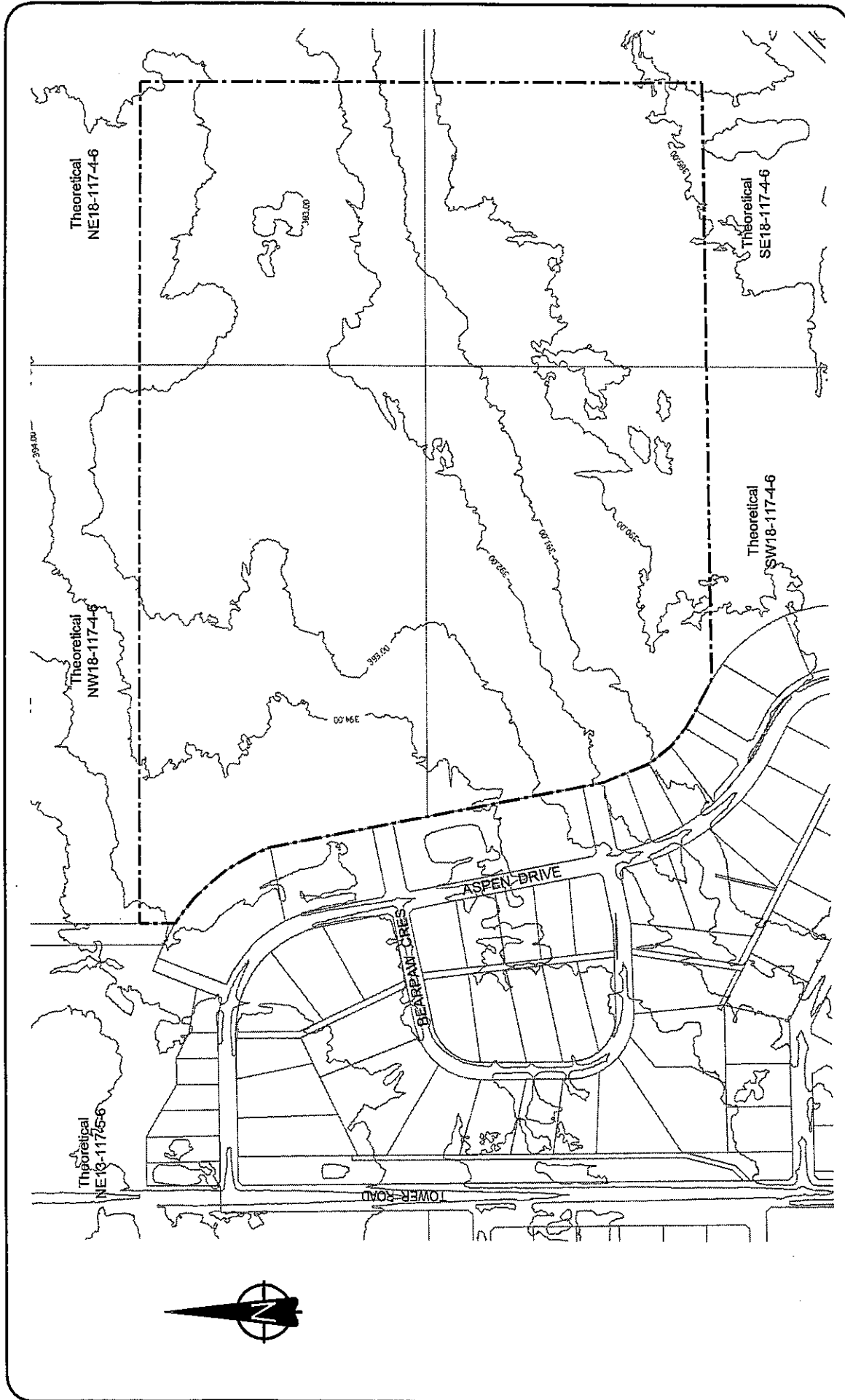
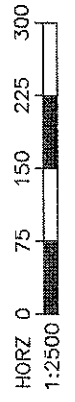


FIGURE 2.2

CONCEPT ONLY.
SUBJECT TO
DETAILED DESIGN.



NOVEMBER 2008

**EAST ZAMA CITY
OUTLINE PLAN
TOPOGRAPHY PLAN**



LEGEND

STUDY AREA BOUNDARY
PLAN AREA = 84.18ha (208.02ac)



3. An existing utility right-of-way (ROW) is located approximately 150m from the southeast corner through the Plan Area. The ROW is a sour gas pipeline that trends northeast-southwest through the southern portion of East Zama City. Any setback issues or other limitations associated with this line will be addressed to the satisfaction of the Energy Resources Conservation Board prior to subdivision and development of the Plan Area.

3.0 Future Land Use Plan

3.1 Objectives

The East Zama City Outline Plan is based on the vision and policies of the Mackenzie County MDP and the policies of the Hamlet of Zama ASP. Accordingly, the land use concept is intended to achieve the following objectives:

1. provide an overall framework for the future development of the Plan Area;
2. preserve the integrity of major natural features in the Plan Area and provide opportunities to integrate these features into future development;
3. integrate future development with existing development;
4. provide a range of housing forms reflecting market and demographic conditions;
5. locate public/institutional uses in a prominent location within the Plan Area;
6. create a satisfactory interface between public/institutional uses and residential areas;
7. develop a safe and efficient transportation network;
8. develop direct pedestrian circulation routes linking residential areas to schools, parks and open space;
9. provide a servicing system based on the economical and efficient extension of municipal infrastructure and utilities; and
10. utilize stormwater management facilities, where possible, as an amenity feature.

3.2 Map

The development concept proposed for East Zama City is illustrated in Figure 3.1 – Future Land Use Plan. The Figure consists of land use areas and symbols that graphically define land use and roadway patterns for the Plan Area. To ensure the ASP remains relevant, the Plan may be amended to reflect changing circumstances.

3.3 Future Land Use Plan

The primary objective of the land use concept is to integrate a mixture of residential and public/institutional uses within a design that provides an abundance of trail corridors and open space and is complementary to surrounding area development.

1. A detailed summary of land uses is provided in Table 2 – Land Use Summary. It is anticipated that 65% of the land area will be developed for residential uses, 23% for open space and 12% for roads. Specific areas and percentages will be confirmed by way of plan of survey at the time of subdivision.

2. It is anticipated that approximately 67 single family and 137 multi-family units may be accommodated in the Plan Area. This will generate 592 residents, of which an estimated 98 will be of school age, as illustrated in Table 3 – Residential Land Use, Population and Student Generation.
3. Based on the estimated student population the Plan Area is not sufficiently served by schools as the existing Zama School has a capacity of xx. Discussion with the local school board(s) will be required to adequately address this demand.

Table 2: Land Use Summary

	Area (ha.)	Area (Acre)	% of GDA
Titled Area	84.18	208.01	
Less Environmental Reserve	14.20	35.09	
Gross Developable Area (GDA)	69.98	172.92	
Municipal Reserve	7.00	17.30	10%
Public Utility Lots/Stormwater Management Facilities	9.38	23.18	13%
Open Space	16.38	40.48	23%
Roads	8.68	21.45	12%
Low Density	41.01	101.34	59%
Medium Density	3.91	9.66	6%
Residential Area	44.92	111.00	65%
GDA	69.98	172.92	100

Table 3: Residential Land Use, Population and Student Generation

Land Use	Area (ha.)	Area (Acre)	Units/ha.	Units/Acre	Units	Pop/Unit	Population
Low Density	41.01	101.34	1.63	0.66	67	3.33	223
Medium Density	3.91	9.66	35	14.16	137	2.7	369
Total	44.92	111.00			204		592

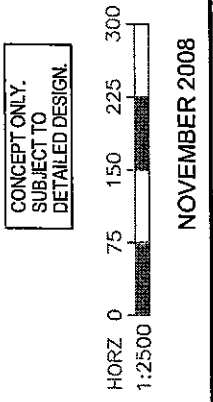
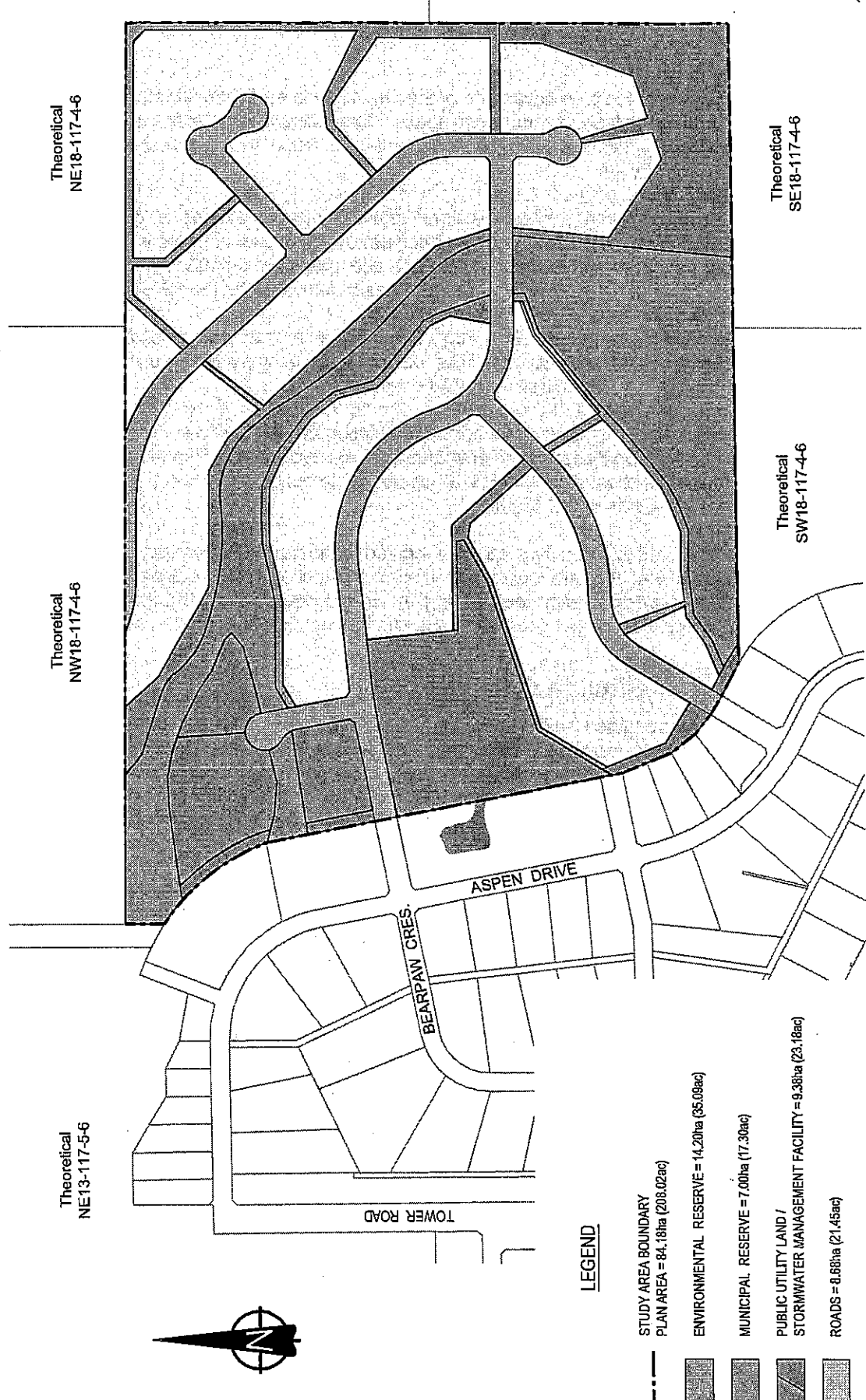
Density: 2.91 units per gross developable hectare

Student population = 98 students (based on 16.6% of total resident population).

3.4 Residential Development

1. Residential development within the East Zama City OP will transition from low density residential development in the east portion of the Plan Area to higher, more compact building forms near the community centre in the western portion of the Plan Area.
2. A 59% portion of the East Zama City OP is proposed to be subdivided and developed for low density residential development. This form of housing has

FIGURE 3.1



**EAST ZAMA CITY
OUTLINE PLAN
LAND USE CONCEPT PLAN**



LEGEND

- STUDY AREA BOUNDARY
PLAN AREA = 84.18ha (208.02ac)
- ENVIRONMENTAL RESERVE = 14.20ha (35.09ac)
- MUNICIPAL RESERVE = 7.00ha (17.30ac)
- PUBLIC UTILITY LAND /
STORMWATER MANAGEMENT FACILITY = 9.38ha (23.18ac)
- ROADS = 8.68ha (21.45ac)
- LOW DENSITY RESIDENTIAL = 41.01ha (101.34ac)
- MEDIUM DENSITY RESIDENTIAL = 3.91ha (9.66ac)

been located to take advantage of the amenity offered by stormwater management facilities, and open space. These sites will be developed in accordance with the low density residential districts of the Mackenzie County Land Use Bylaw.

3. Medium density residential development will occupy three sites, or 6% of the net developable area. A variety of medium density housing forms and densities including townhouses and low rise apartment buildings will be accommodated and located in the northeast portion of the Plan Area.
4. The medium density housing forms will establish a strong presence at community focal points and will be located within easy access of collector roads, the public/institutional site and open space.
5. The first site is located in the north-east portion of the Plan Area. This area has been located adjacent to an environmental reserve parcel and a utility right-of-way and will be developed with an apartment in accordance with the HR3 (Hamlet Residential 3) District.
6. The second site and third sites are located in the north-east portion of the Plan Area. These sites are located adjacent to environmental reserve parcels and will be developed with townhousing, in accordance with the HR2 (Hamlet Residential 2) District or the HR3 (Hamlet Residential 3) District.

3.5 Public/Institutional

1. The Future Land Use Plan for the East Zama City OP places significant emphasis on the creation of community focal point by locating a community centre within the west-central portion of the Plan Area, and providing pedestrian connectivity via trail corridors to natural areas, open space, and stormwater management facilities (SWMF). The Public/Institutional Plan provides 30.58 ha of open space area (Environmental Reserve, Municipal Reserve and Public Utility Lots).
2. The objective of the open space plan is to optimize accessibility to open space and community facilities for both neighbourhood residents and the general public. These facilities are provided as an amenity for residents and to encourage an active lifestyle and a vibrant neighbourhood
3. Based on Schedule F of the Hamlet of Zama ASP, the Plan Area designates lands located within the central portion of the Plan Area for Environmental Reserve (ER) purposes. These lands, totalling an area of 14.2 ha, will be left in a natural state, carefully integrated into the neighbourhood's design, and will be linked to the park system via the trail network. The extent of Environmental Reserve dedication should be determined by more detailed evaluation at the time of subdivision, to the satisfaction of the Alberta Sustainable Resource Development.
4. This designation protects an intermittent drainage course and its adjacent vegetation. Further delineation of the ER area shall be conducted prior to subdivision approval, to the satisfaction of the Alberta Sustainable Resource Development.

5. Municipal Reserve has been provided at 7.0 ha in accordance with the Municipal Government Act and will be allocated to a park site, lands adjacent to environmental reserve parcels, lands adjacent to storm water management facilities, and a neighbourhood trail system.
6. 9.38 ha of Public Utility lots will be provided for utility purposes, including a large stormwater management facility (SWMF) which is located in the south-east portion of the Plan Area. This complex has been configured to serve as a visual and passive amenity space that is easily accessible by surrounding residents.
7. One major park is located in the west portion of the East Zama City OP. The park, at 5.32 ha, is sized to accommodate a community centre, parking, a playing field(s), and open space and will be programmed in accordance with the County's design guidelines. The park has been located to maximize opportunities for pedestrian access. The park will be zoned P (Public/Institutional) District in accordance with the Land Use Bylaw.
8. The East Zama City OP future land use concept includes a comprehensive trail network that links the major park, community centre, natural areas, open space, and SWMF to one another. The trail system is also linked to the hamlet's trail system via connections to the K-9 School and connections to the north.
9. Park areas, and the trail corridor system may be dedicated as Municipal Reserve, and will be provided in accordance with the Municipal Government Act.
10. Lands adjacent to natural areas and SWMF will be dedicated as public utility lots to facilitate public access to these areas.
11. The Community Fish Pond will be extended to the south and east. The existing structure, located adjacent to the Fish Pond, will be maintained for future use.

4.0 Proposed Engineering Concept

4.1 Transportation Network

The Hamlet of Zama City consists of varying road widths but maintains a rural road section with ditches throughout. The proposed development will be a 30.0m right-of-way (ROW) constructed to the most current standard rural section. Connections to existing roads will be made at the extension of the north intersection of Bearpaw Crescent and Aspen Drive, as well as a further south connection along Aspen Drive. An allowance for a future road connection to the north to possible growth areas has been provided.

In order to facilitate movement of pedestrian traffic and reduce the pedestrian/vehicle/recreational vehicle conflict, rear lot ROW's have been provided. These ROW's are multi-functional as trails, drainage routes and franchise utility servicing. Figure 4.1 shows the proposed circulation concept.

4.2 Water Servicing

Due to limitations on the existing water distribution system within the Hamlet, there may be insufficient capacity within the system to support additional domestic and/or fire flows. Further analysis of the existing distribution system is required in order to identify any possible off-site improvements which may be required to support further development within the Hamlet.

It is proposed that the distribution system would be extended from the existing system on Aspen Drive. Internal looping will be required to reinforce the supply in the event there is a disruption in the service. Specific pipe sizes and alignments are subject to confirmation at the time of detailed engineering analysis. A service connection to the north for future development should be incorporated.

Based on the current layout for the proposed development and existing servicing, the proposed watermain distribution system is illustrated on Figure 4.2.

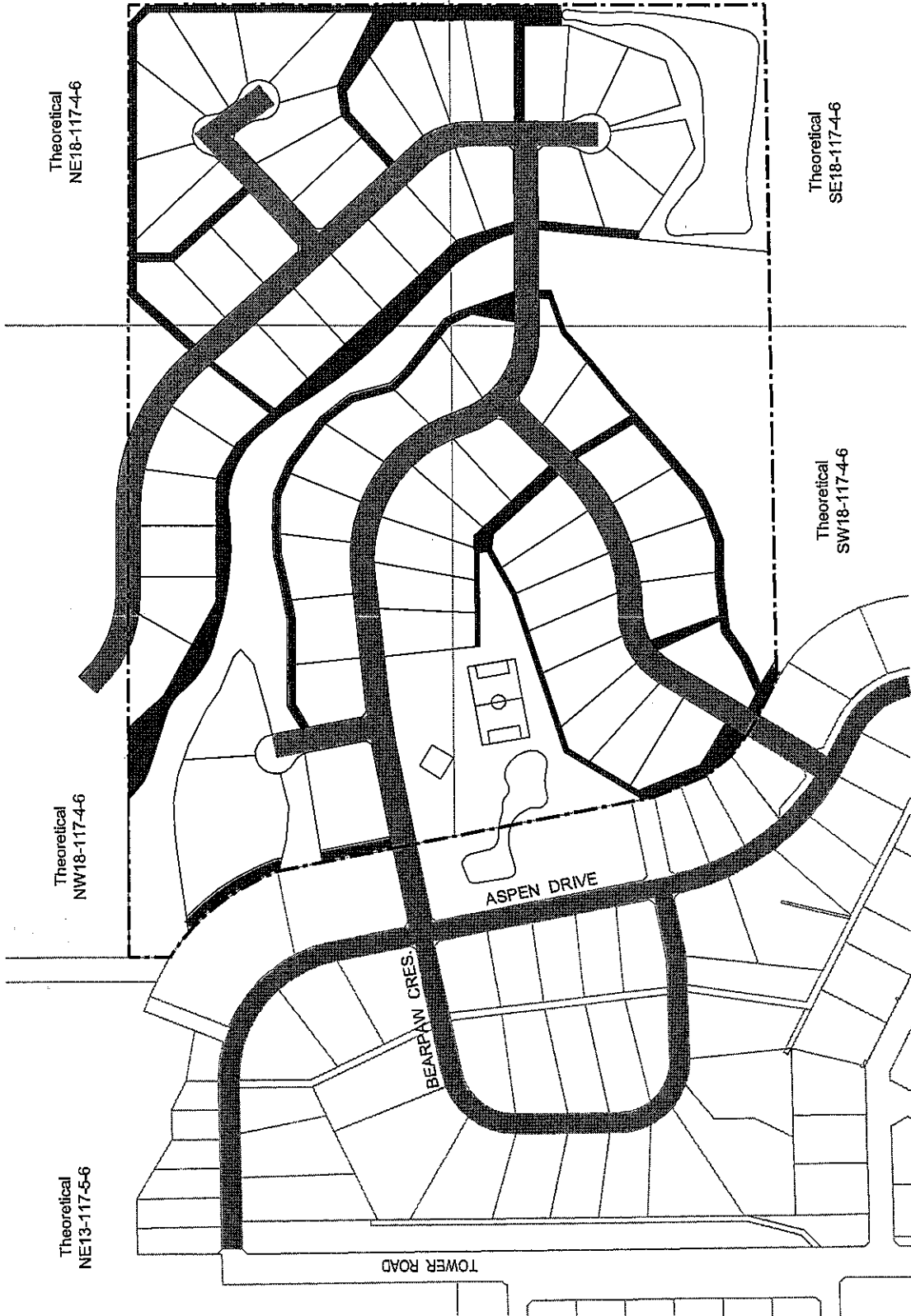
4.3 Sanitary Servicing

The Plan Area has no current feasible points of service without the construction of a sanitary lift station. The sanitary servicing for this development can occur with a system of gravity pipes which will be directed to a lift station located in the south portion of the development. A forcemain will direct the flows back through the development within the road ROW and discharge into an existing 200mm sanitary sewer along Aspen Drive. (Figure 4.3)

It has been identified that the lift station in this development should be designed and sized to service potential growth areas to the north of Zama City. Further review will need to be completed at the time of detailed design to confirm this catchment for the lift station.

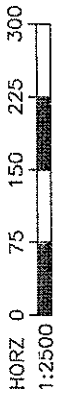
Although there have been recent expansions to the Hamlet's sewage lagoons, a detailed analysis of the existing collection system will need to be completed to confirm if there is sufficient capacity available to handle the additional flows generated from the development.

FIGURE 4.1



*NOTE: ALL SERVING AREA SUBJECT TO CHANGE UPON DETAILED ENGINEERING DESIGN.

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DETAILED DESIGN.



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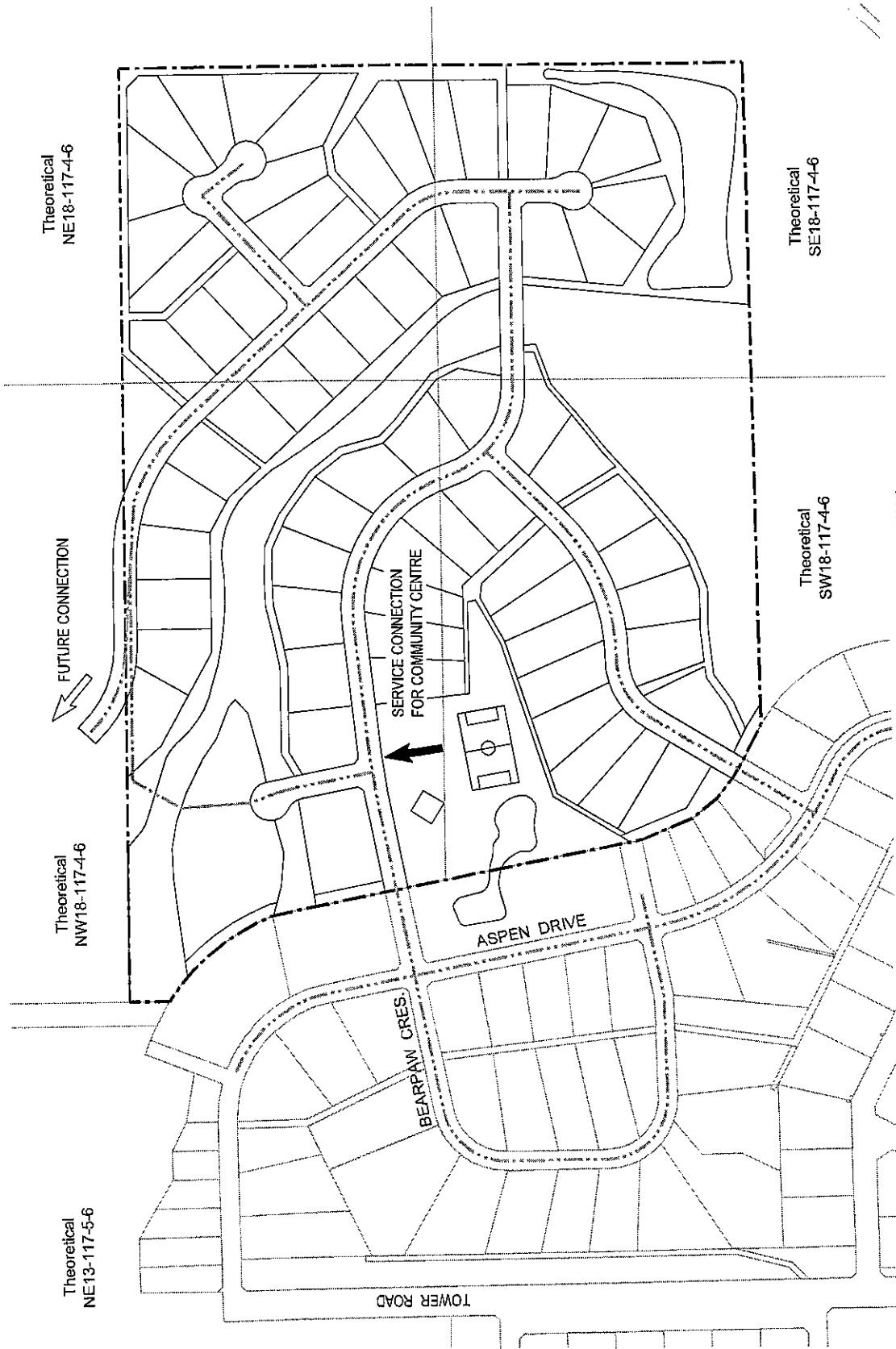
**EAST ZAMA CITY
OUTLINE PLAN
CIRCULATION CONCEPT PLAN**



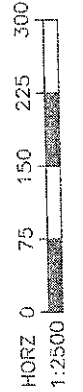
LEGEND

- STUDY AREA BOUNDARY
- PLAN AREA = 84.18ha (208.02ac)
- MULTI-USE RW
- PROPOSED ROAD
- EXISTING ROAD

FIGURE 4.2



CONCEPT ONLY.
SUBJECT TO
DETAILED DESIGN.



NOVEMBER 2008

**EAST ZAMA CITY
OUTLINE PLAN
WATER SERVICING PLAN**



*NOTE: ALL SERVICING AREA SUBJECT TO CHANGE UPON DETAILED ENGINEERING DESIGN.

LEGEND

- STUDY AREA BOUNDARY
PLAN AREA = 84.18ha (208.02ac)
- PROPOSED WATERMAIN
- EXISTING 150mm WATERMAIN



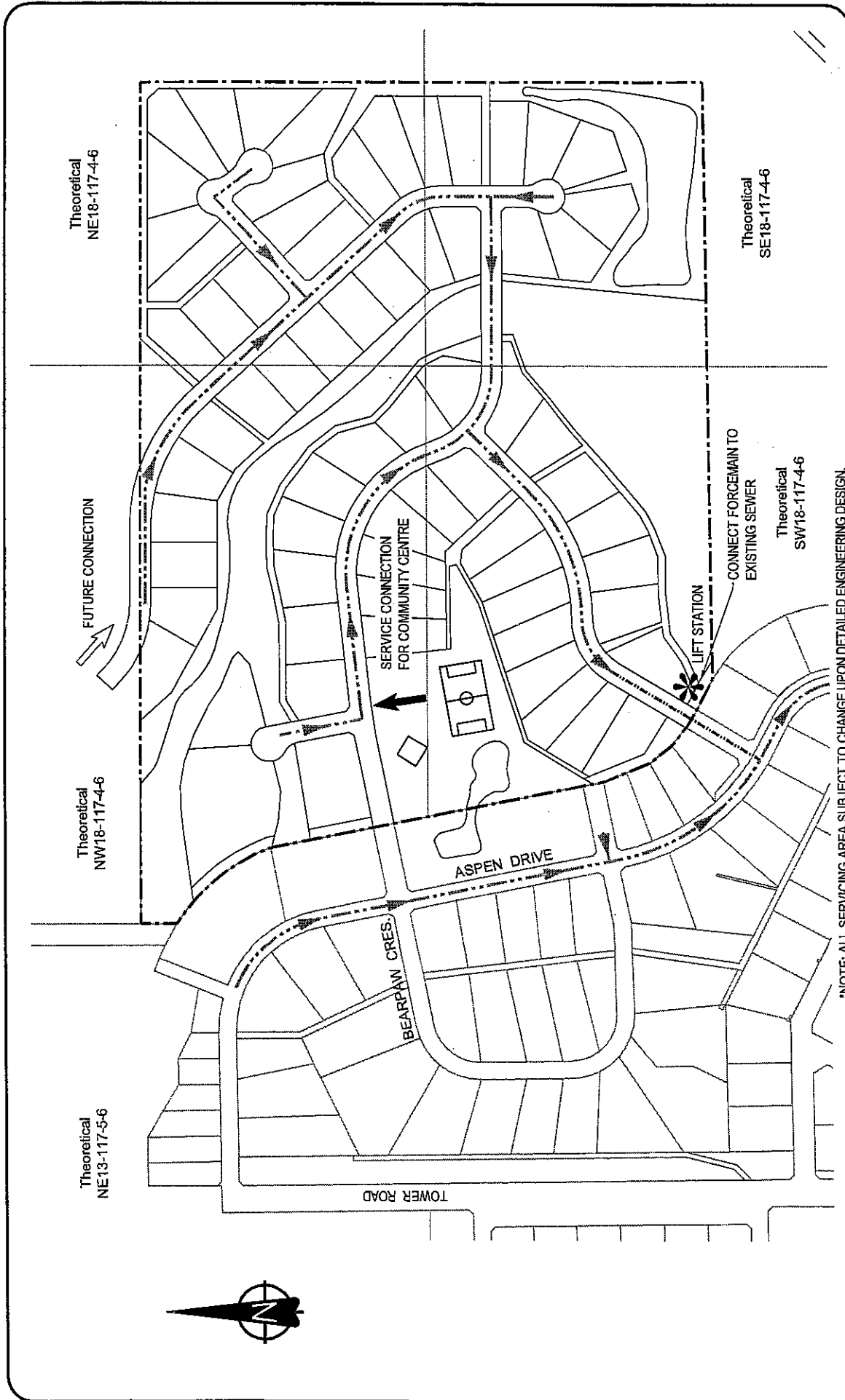
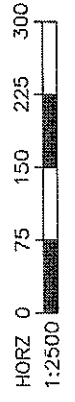


FIGURE 4.3

CONCEPT ONLY.
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DETAILED DESIGN.



NOVEMBER 2008

**EAST ZAMA CITY
OUTLINE PLAN
SANITARY SERVICING PLAN**



*NOTE: ALL SERVICING AREA SUBJECT TO CHANGE UPON DETAILED ENGINEERING DESIGN.

LEGEND

- STUDY AREA BOUNDARY
- PLAN AREA = 64.18ha (208.02ac)
- - - PROPOSED SANITARY SEWER
- PROPOSED FORCEMAIN
- EXISTING SANITARY

4.4 Stormwater Management

The proposed development slopes gently from the northwest to the southeast. An intermittent drainage course runs through the property. With the proposed layout, this drainage course will require minor realignments in order to maintain current drainage patterns.

The proposed overland drainage scheme for the site directs run-off into road side ditches, which will discharge into the existing drainage course at various locations. This drainage course discharges into a large existing slough type area at the south end of the property which further drains into a series of wetland or bog areas and finally into the Hay River. Future detailed analysis of the stormwater system will need to be conducted to verify this option. If deemed necessary, land for a stormwater management facility (SWMF) has been allocated in the south east corner of the site.

The proposed Stormwater Management System is illustrated in Figure 4.4.

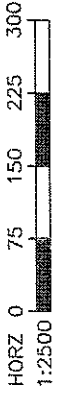
4.5 Shallow Utilities

All shallow utilities (natural gas, power, cable, telephone) are to be extended into the Plan Area by the individual franchise holders as required to service new development. It is anticipated that the services will be aligned within a public utility lot at the rear of each lot.

It is unknown at the time of this report, if all franchise utilities have the capacity to service this development. Further review will need to be done at detailed design.

FIGURE 4.4

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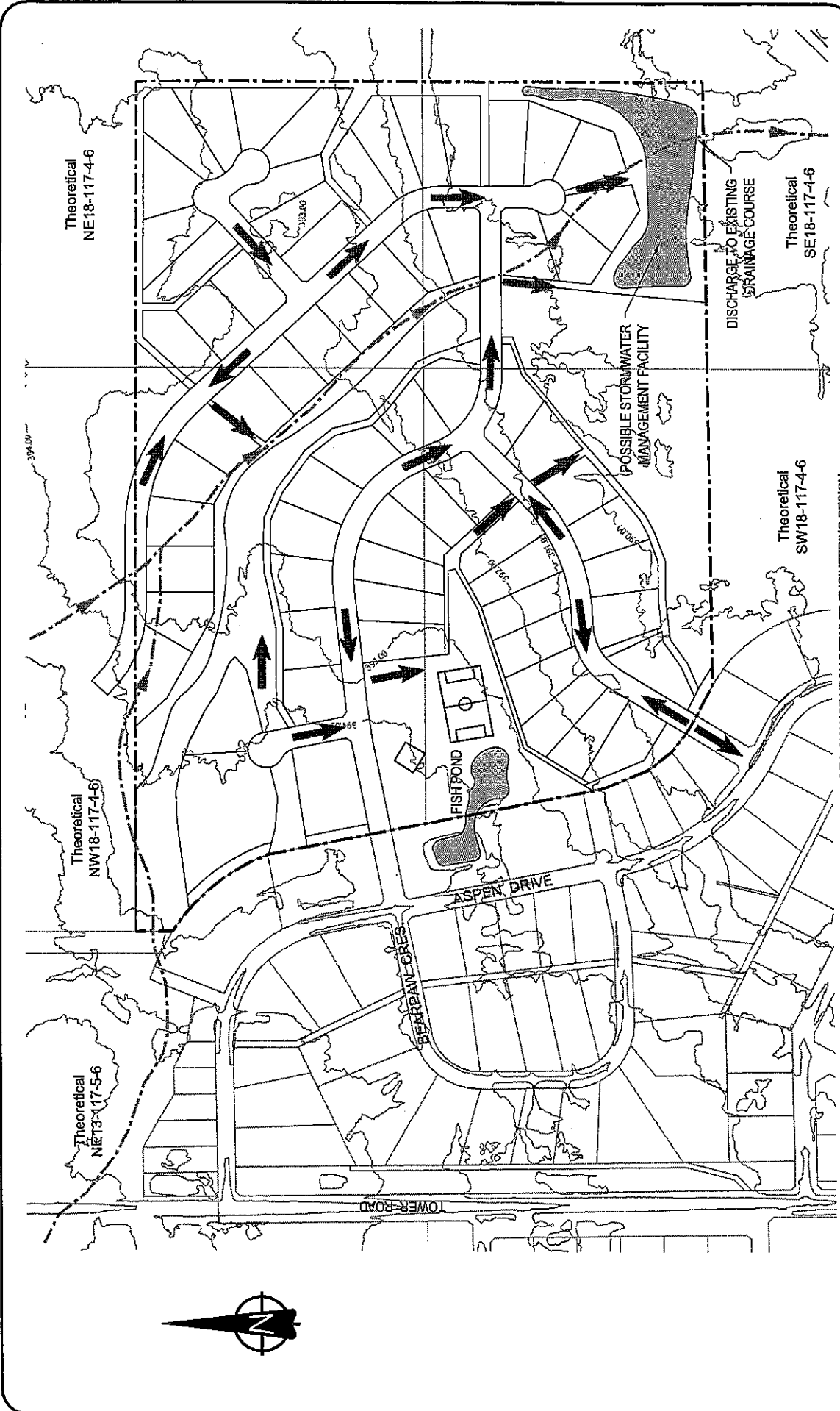
**EAST ZAMA CITY
OUTLINE PLAN
STORM SERVICING PLAN**



*NOTE: ALL SERVICING AREA SUBJECT TO CHANGE UPON DETAILED ENGINEERING DESIGN.

LEGEND

- STUDY AREA BOUNDARY
PLAN AREA = 84.18ha (208.02ac)
- MAJOR FLOW DIRECTION
- EXISTING DRAINAGE COURSE
(ALIGNMENT PROVIDED BY MALTAIS
GEOMATICS AND INTERPOLATED FROM
GOVERNMENT OF ALBERTA DATA, 1982)



5.0 Implementation

5.1 Development Staging

The tentative development staging for East Zama City OP is shown on Figure 5.1, and is sequenced in accordance with contiguous access to utility services and road systems, and as market conditions warrant. Development in the Plan Area will commence in the south west portion of site. It is then anticipated that subdivision and development will proceed to the central portion of the Plan Area for Stage 2 and Stage 3, which includes medium density residential development and the major park site. Stage 4 and Stage 5 of development would consist of the eastern portion of the Plan Area.

The timing and manner of construction within East Zama City OP will be done with sensitivity to living nature by maintaining the poplar dominated forest and low muskeg areas in the central portion of the Plan Area.

5.2 Rezoning, Subdivision and Development

1. Detailed Design Reports will be prepared by in advance of subdivision approval.
2. In the process of subdivision design, developers shall be required to provide linkages to adjacent lands and transition between land uses in accordance with this Plan, to the satisfaction of the Hamlet.

Once the East Zama City OP has been approved by resolution by Council Rezoning and Subdivision Applications will be submitted to the City for the first phase of development. Additional Rezoning and Subdivision Applications will be submitted in advance of each subsequent stage.

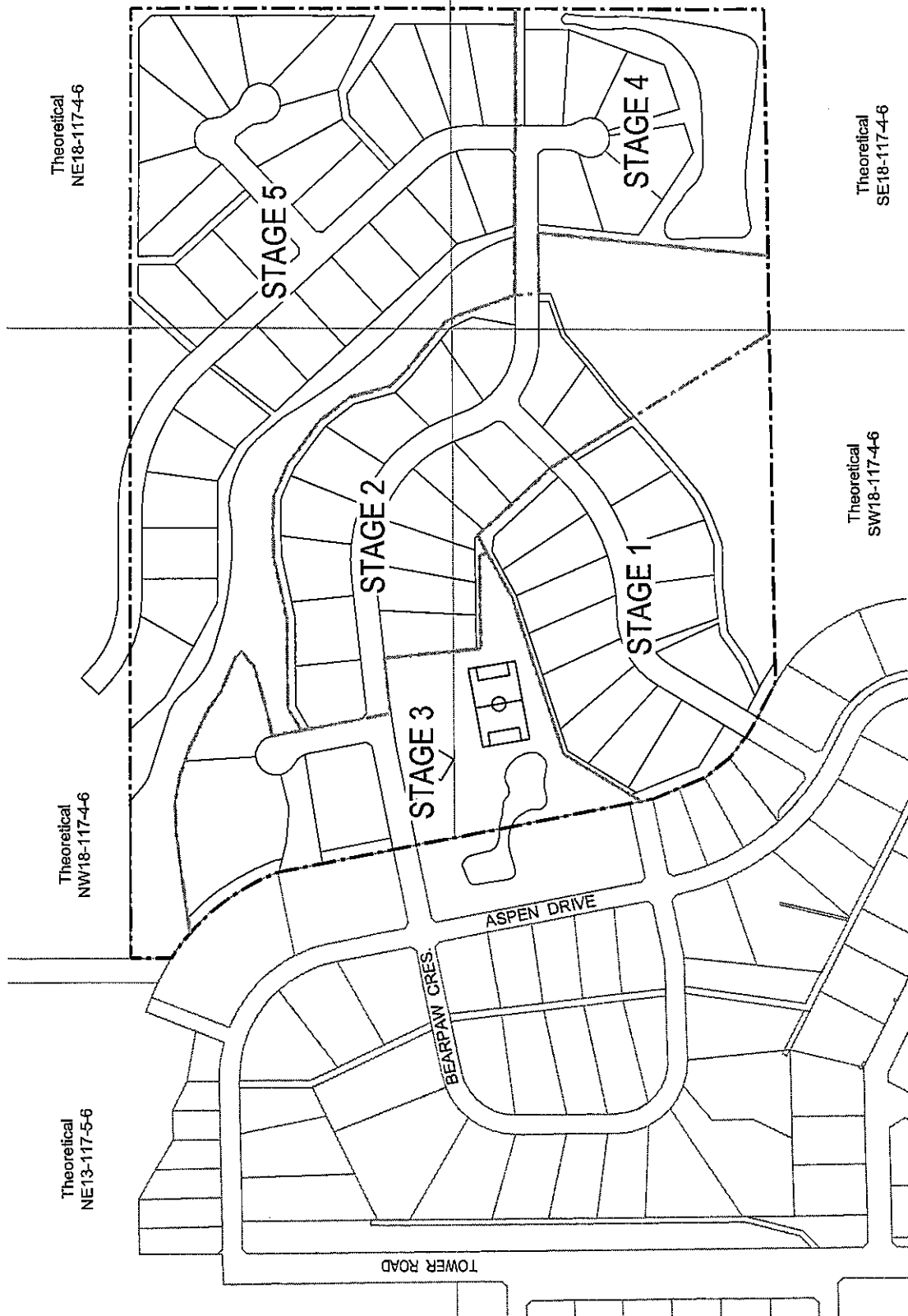
Rezoning and Subdivision will typically occur in accordance with Districts available within the Land Use Bylaw; however, Direct Control Districts may need to be established for comprehensive sites such as the multiple family sites.

5.3 Plan Amendments

An amendment to this OP shall be required if, in the opinion of the Approving Authority, a proposed development results in one or more of the following changes to the Plan:

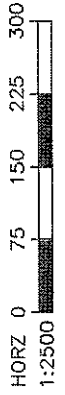
1. a change in the general land use pattern of an area;
2. the elimination, reclassification, or significant realignment of proposed collector roads; and
3. significant changes to the location of utility networks or the SWMF.

FIGURE 5.1



*NOTE: ALL SERVICING AREA SUBJECT TO CHANGE UPON DETAILED ENGINEERING DESIGN.

CONCEPT ONLY.
SUBJECT TO
DETAILED DESIGN.



NOVEMBER 2008

**EAST ZAMA CITY
OUTLINE PLAN
STAGING PLAN**



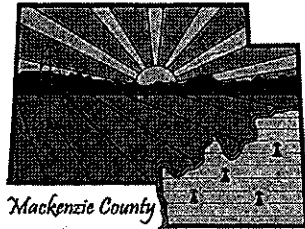
**Engineering
and Land Services**

LEGEND

STUDY AREA BOUNDARY
PLAN AREA = 84.18ha (208.02ac)

STAGING BOUNDARY





MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 9, 2008
Presented By:	Ryan Becker, Director of Planning and Emergency Services
Title:	Provision of Municipal Reserve Lands NW 9-106-15-W5M, Vanguard Realty Ltd.

BACKGROUND / PROPOSAL:

In 2006, Mackenzie County started to receive enquiries about lands for the purpose of establishing a baseball park. On May 16, 2007, the Planning Supervisor met with the Baseball Diamond Committee to discuss land options and 15-16 acres of land were requested from the County for the creation of a baseball park that could accommodate several ball diamonds.

As a result of the MR lands owed to Mackenzie County by Vanguard Realty Ltd. on NW 9-106-15-W5M, negotiations began with Mr. Enns for the provision of one large tract of land for the purpose of a park, specifically 11.12 acres of land lying to the east of subdivision phase 5C as shown on the attached drawing.

To date no resolution has been reached in obtaining these lands and Mr. Enns has submitted his concerns for review by Council.

OPTIONS & BENEFITS:

In the interest of cost reduction, the Planning Department looked to outstanding Municipal Reserve (MR) lands to accommodate the Baseball Diamond Committee's request. Since MR lands are provided to the County at no cost and may be used for the purpose of a park, MR lands were seen as being preferable over other lands that would have to be purchased by the County at current market value.

In accordance with Section 663 of the Municipal Government Act (MGA) a subdivision authority may not require the provision of MR if the subdivision is one lot out of a quarter section of land. (The first parcel out of a quarter section.) Review of all the subdivisions

Author: Marion Krahn,
Development Officer

Reviewed by: _____

CAO _____

taken out of NW 9-106-15-W5M revealed that the first parcel out of the quarter, as registered with Alberta Land Titles, was the parcel now belonging to Jack and Elizabeth Eccles equaling 10.58 acres in size. This parcel was exempt of the MR provision requirement.

The MR for the subject quarter section are as shown below:

160 acres = Total acres on title before subdivision

10.58 acres = MR exempted subdivision

149.42 acres = Total lands remaining

14.942 acres = Total MR required (149.42 times 10%)

1.792 acres = Total MR provided to date

13.15 acres = Total MR needed for quarter

1.384 acres = MR proposed in incomplete subdivisions

11.766 acres = Balance remaining (13.15 acres minus 1.384 acres proposed)

11.12 acres = Lands required for Baseball Park

0.646 acres = balance of MR lands needed

These calculations show that the provision of an 11.12 acre park would serve to address the majority of the MR required for this quarter section. The remaining 0.646 acres could be provided in the form of a tot lot in the phase 7A area and thereby provide all the MR necessary for the quarter. To continue to allow the developer to subdivide lands without the provision of MR could result in the failure of the developer to provide the MR lands necessary for the quarter.

Mr. Enns does not agree with the location of the proposed park nor does he agree with the provision of the MR in one larger parcel. Mr. Enns would prefer that the MR lands be provided in the form of several smaller parcels including one to be located in part on the Eccles land. The development staff informed Mr. Enns that the Eccles property is exempt from the MR provision and therefore MR lands would not be taken from that parcel. Mr. Enns is also concerned that the buffer to be provided around the perimeter of the quarter will not be provided as MR. It was determined by previous development staff that the provision of a buffer as MR is not suitable for the County as any changes to these lands in the future are labor intensive. For this reason Mr. Enns was informed that the remaining buffer, as yet not provided, will be required as a Public Utility Lane. No change of the buffer width was proposed or mentioned.

While the developer argues that the purpose of the park will be obsolete in the future, neither he nor the County can make this prediction with any certainty as the future remains without any known outcomes. The Planning staff assured Mr. Enns that if in the future, the use of the park was discontinued, the County would consider changing the use to other recreational purposes as needed for the community. Regardless of whether

Author: Marion Krahn,
Development Officer

Reviewed by:

CAO

or not the developer supports the use of the MR lands the fact remains that in total, for both the developed and undeveloped lands, the developer owes the County 13.15 acres of MR lands. One alternative to providing MR in the form of lands is the provision of money in lieu of lands however this is not the preferred provision in residential areas. Using current market values of lands within the Phase 5C area, the 13.15 acres of MR lands would equal approximately \$175,552.50 as money in lieu of land.

The January 9, 2008 Municipal Planning Commission motion regarding the subject MR is as follows:

That negotiations be started to procure 11.12 acres of municipal reserve land from Henry Jay Enns (Vanguard Realty Ltd.) for the purpose of constructing a baseball park on Part of NW 9-106-15-W5M, specifically the lands lying to the east of subdivision Phase 5C.

COSTS & SOURCE OF FUNDING:

All costs will be borne by the applicant.

RECOMMENDED ACTION:

That negotiations continue for the procurement of 11.12 acres of municipal reserve land from Henry Jay Enns (Vanguard Realty Ltd.) on Part of NW 9-106-15-W5M, specifically the lands lying to the east of subdivision Phase 5C, and that Planning staff research the expropriation options to be brought back to Council for review.

Author: Marion Krahn,
Development Officer

Reviewed by: _____

CAO _____

NW 9-106-15-W5M
La Crete

File Number	Total Acres Subdivided	MR Required (land or equivalency thereof)	provided (land or equivalency thereof)	MR Currently Outstanding	Total MR owing for full Quarter Section	Plan #	Lands Remaining on Title	Notes
		Land			16		160	
85MK093	10.58	0	0	0	14.942	C of T	149.42	No MR required as first parcel out Total MR reduced by 1.058 acres
85MK029	5.44	0.544	0.544	0	14.398	852 2227		MR provided equivalent to 0.544 acres MR not included in DA but in the sub decision (\$900.00 paid in lieu of land)
92/93MK026	4.78	0.478	0.478	0	13.92	932 3026		Sub decision includes MR as money in lieu DA does not include MR Eva's records show \$468.10 paid - I didn't find proof of payment (\$468.10 paid in lieu of land)
93/94MK073	5.61	0.561	0	0.561	13.92	942 2756		Deferred Reserve Caveat was completed for 0.227 hectares (0.56 acres) DA does not include MR. MR in form of money in Lieu included in decision
95MK015	4.79	0.479		0.479	13.92	962 1378		Phase 4B? File incomplete, decision includes provision of MR. DR Caveat 982 365 361 discharged for 2.408 acres
95MK015	0.89	0.089	0	0.089	13.92	992 0049		DR caveat for 0.305 ha (0.753 acres) completed caveat 942 268 129 discharged MR included in DA
96MK033	4.74	0.474	0	0.474	13.82	962 3400		MR not included in DA. DR Caveat for 1.227 registered DR in subdivision decision 962 093 320 DR caveat discharged DR caveat completed for 0.496 ha (1.227 acres)
97MK017	6.55	0.655	0	0.655	13.92	982 0401		982 254 717 Discharged Subdivision decision includes MR to be deferred, DA caveat completed against lands, DR caveat for 1.88 acres completed MR not included in DA
98MK021	5.29	0.529	0	0.529	13.92	982 5937		1.88 acres DR caveat completed? At start Sub decision includes MR as deferred against remainder of 1/4 DA does not include MR DA caveat completed 982 029 044 discharged 2.408 DR caveat completed
01MK022	1.19	0.119	0	0.119	13.92	012 3572		Sub decision includes MR as deferred against the balance of the 1/4 DA does not include MR 2.527 ac DR caveat completed 982 307 223 & 982 365 336 discharged
02MK016	6.04	0.604	0.406	0.198	13.514	032 1401		Subdivision decision includes MR as money in lieu of land DA does not include MR DR caveat completed for 2.72 acres 012 246 8090 discharged
03MK021	7.93	0.793	0	0.793	13.514	032 5174		Sub decision includes MR deferred to balance of 1/4 Total parcel was 9.763 but only 7.93 acres out of NW 9 MR not included in DA
22-SUB-04	7.52	0.752		0.752	13.514	042 5759		Subdivision decision includes MR as money in lieu 982 301 126 & 932 260 824 DA caveat's discharged 1.276 acres shown on fees letter as being deferred, no record of caveat for same
22-SUB-04	6.6	0.66		0.66	13.514	052 2329		DR caveat for 4.934 acres completed 032 389 161 partially discharged
07-SUB-05	3.41	0.341		0.341	13.514	052 3706		Subdivision decision includes MR at 10% 0.34 acres required in fee letter 3Ka DA does not include MR Partial discharge of 032 389 161 & 052 175 739
07-SUB-05	4.2	0.42	0.264	0.156	13.25	052 5689		Discharge of 932 260 824 & 982 301 126 DR caveat completed for 5.275 acres
07-SUB-05	3.78	0.378	0.1	0.278	13.15	062 6292		3Kb 0.42 acres listed as deferred on fees letter DR caveat completed for 0.42 acres Discharge of 052 282 944 - 5.275 acres
								Sub decision includes MR at 10% DA does not include MR
								3Kc MR included in sub decision but not DA 0.378 DR caveat completed DR caveat 052 472 270 discharged
TOTALS	89.34	7.876	1.792	6.084	13.15		70.66	

Vanguard Realty Ltd.
Box 119,
Rapid View, SK.
SOM 2M0
Dec. 5, 2008

The Council,
County of McKenzie
Fort Vermilion, AB

Att. Mr. G. Newman (Reeve)

Dear Council:

Since the decision involving the choice of land for park space is so strategic where future development is concerned, I ask that we proceed with extreme care.

The area being suggested for the park is the most desirable part of the NW9 for residential lots. To dedicate it for park space is not in the best interests of either the community or Vanguard Realty.

Taking the total required MR.out of NW9 as suggested means that any remaining land should be usable for residential purposes. Consider Phase 9 in Exhibit A.

1. Any lot plan that might be conceived impinges on the properties of two owners. How would we address that problem? Joint projects are about impossible to do and neither of us would want to buy out the other. Skipping the area and moving farther east is not a viable option either.
2. It is impossible to produce a plan for this area that allows for a workable lot design. (We already have a lot that is 65m deep across the street. This situation is even worse.) On the other hand, small areas lend themselves well to picnic spaces.

A ball field seems like a good idea at this time. I can predict with confidence that in twenty years time very little ball will be played at LaCrete. LaCrete can resist trends for only so long. My present Town of Thorhild has a great tradition of ball and numbers of parks to prove it. In the two summers that I spent there I have noticed one game being played. The tennis courts are idle and the swimming pool in disrepair but I do observe many people walking their dogs.

With that sort of prospects we do well to plan for a different type of park usage. Consider what benefits might be realized by creating Park C in Exhibit B. Notice how many people could be expected to enjoy an open area just outside their back door.

This area could be augmented by another park across the street to the west and north of the Eckles property. 107 St. could be moved or eliminated as space was required. The recreational area could be situated there plus picnic sites. The park could be enlarged to the east as required.

If a row of lots were allowed along 107 Ave. it would help pay for the huge cost of the infrastructure which 107 Ave will require. This row of lots could be foregone if need be but the expensive road would still be required.

To be quite frank, I feel that the County and the Village owe me thoughtful consideration in this matter not thoughtless high-handedness.. Yes, Vanguard Realty has a legal obligation to provide the MR but is the provision for homes for some four hundred families a small matter that warrants no gratitude? Even if only the tax base is considered, 400 lots are a large contribution annually.

Years ago it was decided that a 10 m strip along the west side of the quarter would be designated MR. Even though most of that is being disallowed, certainly that pattern should be adhered to in Phase 5Ca. The design, survey, and construction of that phase are complete. It would be a mistake to go from 10m to 6m now.

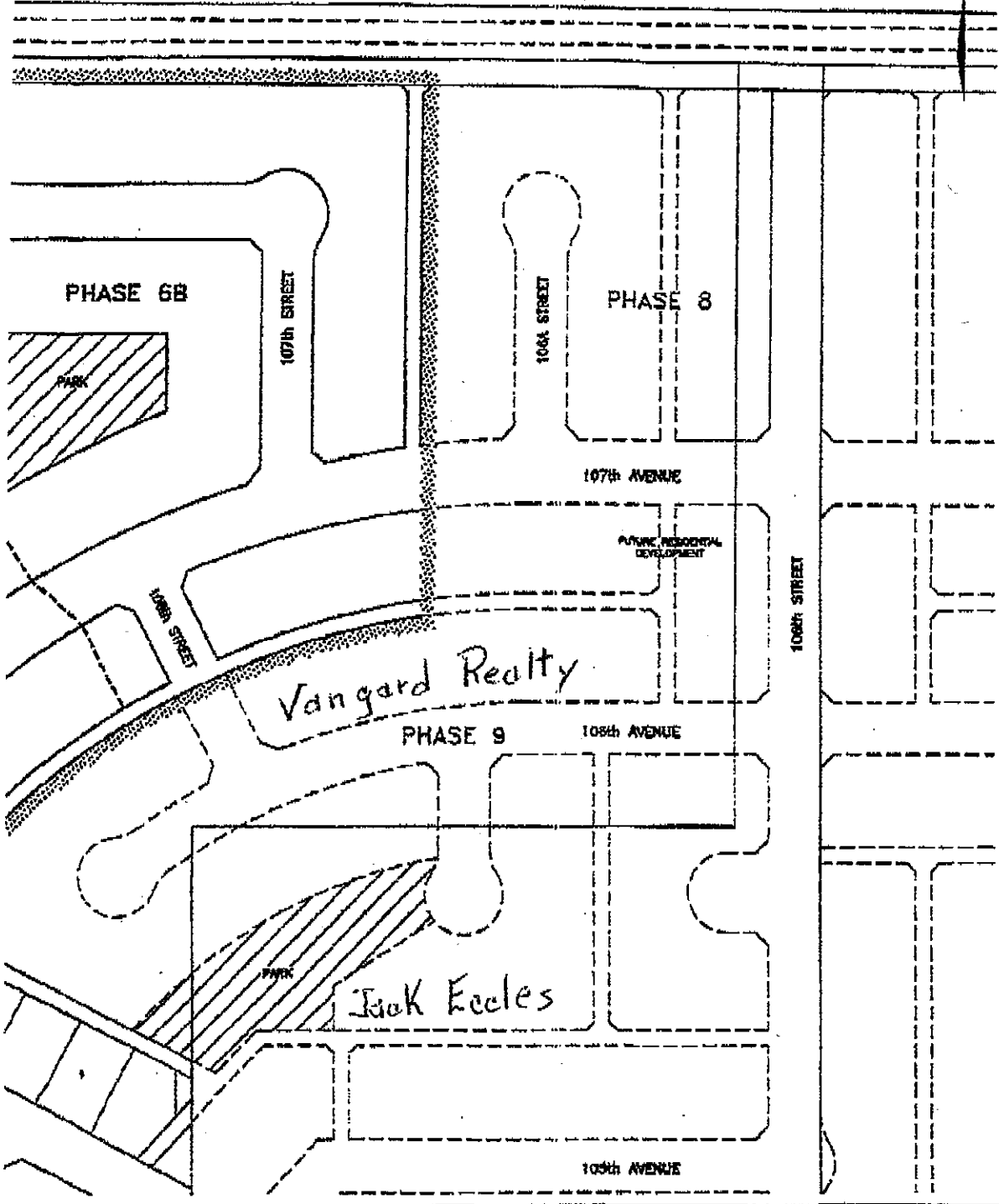
From the point of view of a developer , I would find it very difficult to generate any enthusiasm for continuing to develop that area given a plan that I consider to be a disaster. For the good of all concerned, I sincerely hope that you will accept my recommendations.

Sincerely,

Henry J. Enns

c.c. Ryan Becker, Director of Planning

Exhibit A.

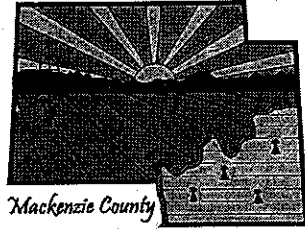


FOCUS

This drawing and details to which it refers are the property of the City of Regina and are not to be used for any other purpose without the written consent of the City of Regina. If you need any more information, please contact the City of Regina, 1000-10th Street, Regina, Saskatchewan S4P 0Y9, Canada. Tel: (306) 780-2222. Fax: (306) 780-2223. Website: www.cityofregina.ca

VANGARD REALTY LTD.
 MUNICIPAL DISTRICT OF MACKENZIE No. 23
 HAMLET OF LA CRETE
 PROPOSED RESIDENTIAL SUBDIVISION - PHASE 6
 OVERALL

Owner	VANGARD REALTY LTD.	Scale	1:1000
Drawn	J.A.S.	Project No.	12/574
Checked	J.A.S.	Sheet No.	1 of 1
Approved	J.A.S.	Sheet	A



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 9, 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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• Alberta Royal Canadian Legion	233
• AUMA – 2009 Mayors Caucus Meetings	237
• 2008 Municipal Sponsorship Program	243
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RECOMMENDED ACTION:

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

Author: C. Gabriel Review by: CAO

**Mackenzie County
Action List as of November 26, 2008**

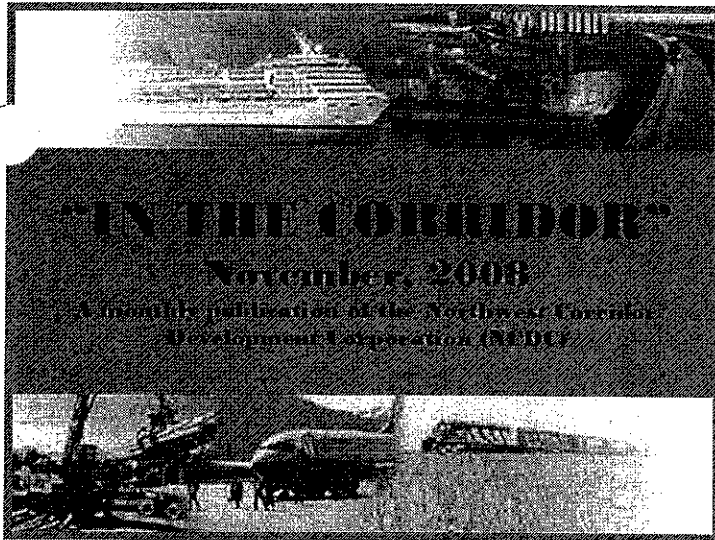
Council Meeting Motions Requiring Action

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 Greg	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.	Bill K.	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
March 11, 2008 Council Meeting			
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
March 26, 2008 Council Meeting			
08-03-227	That administration issue a request for proposals for the development of land in Zama. (existing County owned land)	Ryan Don Lisa	Dec. 9/08
June 25, 2008 Council Meeting			
08-06-468	That administration revisit and update the Hutch Lake lot prices and bring them back for Council review and approval.	Ryan Dave C.	In progress
July 10, 2008 Council Meeting			
08-07-494	That administration investigate the cost of creating a professional quality promotional package for the County.	Carol Joulia Peter B.	In progress
September 9, 2008 Council Meeting			
08-09-633	That the Parks & Recreation Committee explore other regional locations for a provincial campground.	Parks & Rec	In progress

Motion	Action Required	Action By	Status
October 14, 2008 Council Meeting			
08-10-721	That administration investigate options for incentives for permanent housing in Zama.	Joulia Lisa Don	In progress
October 29, 2008 Organizational Meeting			
08-10-762	That an Education Task Force be created including three members of Council and that a Terms of Reference be developed.	Bill K. Carol	In progress
08-10-763	That a Government Liaison Committee be created including three members of Council and that a Terms of Reference be developed.	Bill K. Carol	In progress
October 29, 2008 Council Meeting			
08-10-818	That the tax write off for Stall 10, 10306-101 Street (La Crete) be tabled for further information.	Joulia	Dec. 9/08
08-10-819	That the 2009-2011 Mackenzie County Business Plan be tabled to the first meeting in December 2008.	Bill K.	January 09
November 6, 2008 Council Meeting			
08-11-853	That administration send a letter to Alberta Agriculture requesting an agricultural extension position for Mackenzie County.	Bill Grant	In progress
08-11-861	That administration bring back options to include Community Related Organizations under the County's Aggregate Energy Program.	Joulia	Dec. 9/08
08-11-862	That administration investigate communication issues in regards to telephone and video conferencing.	Joulia	Dec. 9/08
08-11-894	That administration be authorized to negotiate the gravel purchase in the Tompkins area.	John K.	In progress
08-11-896	That Policy FIN025 Purchasing Authority Directive and Tendering Process be brought back to the next council meeting as amended.	Joulia	Dec. 9/08
November 26, 2008 Council Meeting			
08-11-916	That the Community Recreation Master Plan Proposal be deferred to the next budget meeting.	Ryan	Dec. 8/08
08-11-917	That the Transportation Proposal be deferred to the next budget meeting.	Bill K.	Dec. 8/08

Motion	Action Required	Action By	Status
08-11-918	That Mackenzie County send a letter to Mr. Doug Elniski in support of the Edmonton City Centre Airport.	Bill K. Carol Ray	In progress
08-11-919	That Mackenzie County support the 80 th anniversary Wop May flight re-enactment with a donation in the amount of \$3,000.00.	Bill K. Carol Ray	In progress
08-11-921	That Mackenzie County fund the architectural fees for the La Crete library expansion study to be funded from the Grants to Other Organizations Reserve as presented.	Bill K. Ryan John K.	In progress
08-11-925	That three Councillors be appointed to the Tompkins Landing Ice-Bridge Advisory Committee and that a Terms of Reference be developed.	Bill K. Carol	In progress
08-11-928	That administration and the Government Liaison Committee make every effort to secure grant funding under the Community Development Trust Fund.	Bill K.	In progress
08-11-929	That administration jointly pursue with the Town of High Level a recreation lease with Sustainable Resource Development (SRD) for Hutch Lake as a campground and day use area.	John K.	In progress
08-11-932	That administration be authorized to pursue a Miscellaneous Lease agreement (MLL) with Public Lands for a 25 acre parcel at the Tompkins Water Point for the purpose of a future fire/public works station.	Ryan	In progress
08-11-934	That the address on all County owned land titles be changed to Mackenzie County, Box 640, 4511-46 Avenue, Fort Vermilion, AB T0H 1N0.	Ryan	In progress
08-11-935	That the municipal accreditation be tabled to the December 9, 2008 Council meeting.	Ryan	Dec. 9/08
08-11-937	That administration investigate and negotiate the La Crete Agricultural Society vandalism costs.	Bill K. Peter B. John W.	In progress
08-11-939	That a letter of support be sent to the Regional Economic Development Initiative for the Regional Destination Marketing Organization.	Bill K. Peter B. Carol	In progress

Motion	Action Required	Action By	Status
08-11-948	That administration take appropriate action in regards to graders as discussed.	Bill K. Dave C. John K.	In progress



Federal Notes

- The National Energy Board (NEB) monitors supply of all energy commodities in Canada, publishing ultimate potential reports on an ongoing basis. Such reports reflect changes in estimates based on new discoveries or new plays being developed. Such reports can be produced in collaboration with provincial agencies as was the case with a joint report released this month by the NEB and Ministry of Energy and Resources in Saskatchewan. The report estimated “ultimate potential” of marketable conventional natural gas resources at 10.6 trillion cubic feet with 5.3 trillion feet remaining, roughly half already having been produced. Related information can be viewed on the NEB website: <http://www.neb.gc.ca/>

North West Territories Notes

- The Government of the Northwest Territories announced entering into an agreement this month with three diamond mines in an effort to build related workforces. The mines are BHP Billiton Diamonds Inc., Diavik Diamond Mines Inc. and De Beers Canada Inc. They will work cooperatively with government in advancing a Northwest Territories Mining Workforce Initiative. The agreement is intended to advance necessary skills development, training, and travel initiatives, allowing more residents of the Northwest Territories to be employed in the mines. It also intends to identify strategies for attracting skilled workers and their families to become residents of the Northwest Territories

Yukon Notes

- With clearing and surveying occurring last winter and construction this spring through fall, November saw Phase 1 of the Carmacks-Stewart electrical transmission line completed and the line energized. Several parties contributed financially to the total cost of the transmission line. The Yukon Government provided \$10 million to the project. Sherwood Copper contributed \$7.2 million to the main line as well as covering the entire cost of the spur line to the Minto mine. Remaining costs were covered by the Yukon Energy Corporation and the Yukon Development Corporation

- Tourism and Culture Minister Elaine Taylor announced the Yukon will be featured in the *Lonely Planet's Best in Travel 2009*. It's a publication describing the world's hottest travel trends, destinations, journeys and experiences. Listing Canada as one of the top 10 countries for the year, it recognizes the Yukon River in two categories: World Rivers and Best Eco-trip. According to the Ministry “Kayaking the Yukon River” is identified as the second best eco-trip in the world

Alberta Notes

- Construction on the Highway 63 and Fort McKay intersection improvement project, 50 kilometres north of Fort McMurray was completed this month. The joint project between oil sands industry partners and government added dedicated turning bays to Highway 63 and the Fort McKay access road, and expanded the merge lanes, increasing intersection capacity. Traffic volumes at the intersection more than doubled in five years, increasing from 2,950 vehicles per day in 2002 to 6,620 vehicles per day in 2007. Improvements are intended to provide safer access to the Fort McKay community and local industry while improving safety for motorists using Highway 63. The Alberta government invested \$4.25 million while oil sands companies provided the remaining \$4.25 million for the project. Industry partners, lead by Canadian Natural Resources Limited, also included Albion Sands Energy, Shell Canada, Petro-Canada, PTI Group Inc., and Total E&P Canada

Saskatchewan Notes

- Enterprise and Innovation Minister Lyle Stewart and Crown Corporations Minister Ken Cheveldayoff in a news release this month, expressed their Government is pleased with Bruce Power's conclusion on the potential feasibility for nuclear power generation in Saskatchewan. Minister Stewart said, "Our government supports adding value to our raw uranium resources here in Saskatchewan to support the long term prosperity of our province and our people." The Province is undertaking a thorough evaluation of conditions Bruce Power identified as necessary for a nuclear power plant to be feasible in Saskatchewan. Minister Stewart said they'll respond to both Bruce Power and Saskatchewan residents within six months
- Premier Brad Wall said this month the government will provide \$90 million to Crown Corporation, SaskTel toward a \$129 million investment in rural communication infrastructure. Over the next three years, the Province committed to providing high speed internet, province-wide as well as improvements to cellular coverage throughout
- It was reported by Tourism Parks, Culture and Sport the Saskatchewan Provincial Park system had its busiest park season on record with over three million visits in provincial parks in 2008; represents an 11 per cent increase over 2007. A summer 2008 camper satisfaction survey completed by nearly 4,000 campers rated the Province's parks highly in many respects, with an 86.9 per cent rate of overall satisfaction with their visits. Interested readers; find a survey summary available at: www.tpcs.gov.sk.ca/Camper-Survey-2008
- The month of November saw a new element added to the expression, "In the Corridor"! This with the arrival from another solar system of what researchers believe to have been a 10 tonne fragment of an asteroid. Witnessed by thousands of corridor residents, the meteorite lit up the night sky. Thousands of meteorite fragments are said to be scattered in an area near the Battle River, southeast of the corridor community of Lloydminster and southwest of the communities of Battleford and North Battleford

Manitoba Notes

- This month Manitoba Infrastructure and Transportation Minister, Ron Lemieu announced a \$45 million boost to their \$4 billion, ten-year Highway Renewal Plan. Citing it as an investment allowing Manitoba to take full advantage of its strategic location at the center of the country, Minister Lemieux released the 2009 tendering schedule at the same time. A move applauded by the heavy construction industry, it allows for better advance planning and bid preparation for next year's construction season

British Columbia Notes

- The Province's sale of oil and gas rights in November resulted in a total of over \$114 million in bonus bids, bringing fiscal year-to-date sales to over \$2.2 billion. Energy, Mines and Petroleum Resources Minister Richard Neufeld said, "As this record fiscal year continues, the oil and gas industry remains strong, and we're looking forward to the transition to the production stage." Offered were 57 parcels covering 39,094 hectares of which 45 parcels covering 24,565 hectares sold for an average price of \$4,679 per hectare
- Pat Bell, Minister of Forests and Range, lead a group of over a dozen forest sector delegates on a trade mission to China in November. Intended to increase demand for wood products, China's largest cities and major building markets were targeted including earthquake reconstruction project sites

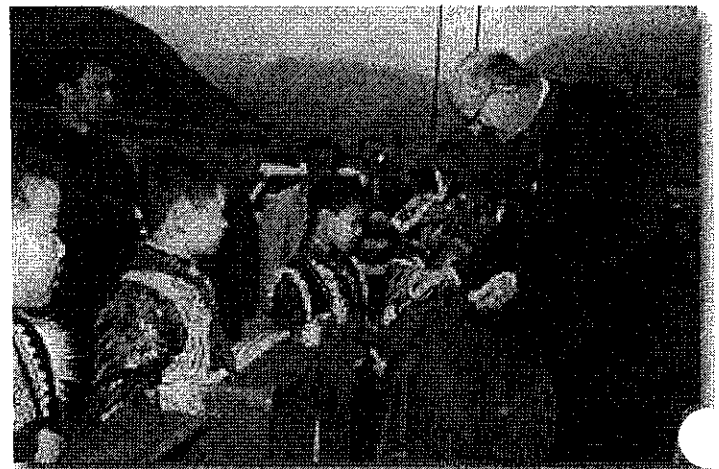


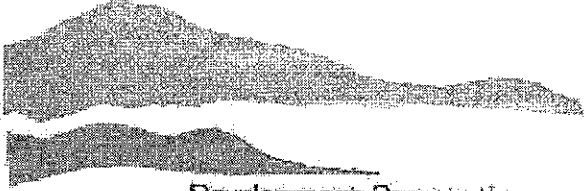
Photo credit: Ministry of Forestry and Range

Children in local Qiang minority traditional dress greet Minister Bell

Northwest Corridor
Development Corporation (NCDG)
A public/private partnership

Connecting Canada with our Global Trading
partners through Canada's Northwest Corridor

***Congratulations, all around,
on a successful year of
operation of the
Prince Rupert Fairview
Container Terminal
and a bright future!***



Northwest Corridor
Development Corporation
Gerard Aldridge, Executive Director
P.O. Box 1414, Grande Prairie, AB Canada T8V 4Z2
Telephone: 780-567-4991 • www.nwcorridor.com

- The first anniversary of operation of the Prince Rupert Fairview Container terminal was one including a number of achievements. In a news release by the Prince Rupert Port Authority (PRPA), highlights of the first year noted were:
 - 69 container vessel calls
 - Vessels have arrived & departed on schedule
 - 147,787 TEUs handled, average of 2,142 TEUs per vessel
 - 30% of backhaul containers fully laden with exports
 - Yokohama, Japan to Chicago transit time: 12 days
 - Maximum container dwell time at the terminal: 48 hrs
 - Prince Rupert to Chicago average rail transit time: 94 hrs
 - 100% of containers scanned for radiation

Prince Rupert Port Authority President & CEO, Don Krusel, gave special recognition to those he called, "unsung heroes" in the year's successful operations. He included: the International Longshore & Warehouse Union (ILWU), Canadian Border Services Agency (CBSA), SMIT Marine and Quickload CEF. Along with the efforts of more visible partners; CN, Maher Terminals, the COSCO-CKYH Alliance and PRPA, the combined effort lead to the year's resounding global success

Industry Notes

- CBC News reported November 28th a Canadian Coast Guard official confirming a major first. A cargo vessel this fall traversed the Northwest Passage from the east, delivering cargo to western communities of Nunavut. Communities normally receiving supplies by tugboat and barge from the west may in future have an option for cost comparison of getting goods shipped from west or east. It has some heralding the event as a new era in Arctic shipping. The vessel owned by Desgagnés Transarctik Inc., transported cargo from Montreal in September. Although the Canadian Coast Guard was requested to have an ice breaker on standby, a Desgagnés Transarctik official on board for the shipment reportedly said, "They were ready to be there for us if we called them, but I didn't see one cube of ice"

Western Canadian Coal Corp. announced the temporary suspension of mining operations and capital expenditures at its Willow Creek Mine as of month-end; this due to short term market uncertainties

- The *Kleysen Award of Excellence in Logistics* was officially announced in Winnipeg, Manitoba this month. Hubert Kleysen, former chairman and owner of Kleysen Transport, established the award's endowment. The award is presented to the outstanding graduating student of the Certificate in Logistics. The program is offered by the Transport Institute at the University of Manitoba
- CN President and Chief Executive Officer, E. Hunter Harrison said, "CN will have to carefully review its future investments in grain-related equipment and infrastructure". This in a news release in response to a Federal Court of Appeal Canada ruling this month upholding a CTA decision of earlier this year which saw grain transportation rates cut by eight per cent, retroactive to August 1, 2007, under railway revenue caps

- November saw Aboriginal representatives from the Northwest Corridor in talks with senior political and business leaders in China as part of a trade mission organized by the Native Investment Trade Association. It included delegations from British Columbia, Northwest Territories, Alberta, Saskatchewan and Manitoba as well as Quebec, Labrador and Nova Scotia. Mission attendants outlined unique competitive advantages of the Pacific Gateway, Port of Prince Rupert and of the corridor and its abundant natural resources. In a news release by the BC delegation to the trade mission, *Chief Councillor John Helin of the Lax Kw'alaams Band, and officials of Coast Tsimshian Resources Ltd, the band's wholly owned company, stated:* "Our core business is forestry and fisheries. We have been meeting with potential clients and promoted the cost, quality, branding and marketing advantages of doing business in the northwest. We have access to the resources China needs and we want them to know that our communities are open for business." Last year, Coast Tsimshian Resources shipped more than \$19 million in wood products to China and its fish plant can produce more than 10 million pounds of product annually for the world markets. Commenting on the discussions, *Elmer Derrick, Hereditary Chief of the Gitksan Nation, chief negotiator of the Gitksan Treaty Office, and board member of Ridley Terminals Inc, a federal crown corporation located in Prince Rupert, said:* "We talked about the benefits of the region and our strong desire to build long term economic partnerships with the Chinese to develop our regional economy. And we stressed the value of dealing directly with aboriginal representatives to facilitate transactions within our communities and the region as a whole. The Gitksan First Nation is eager to play a constructive role in fostering and accelerating the renewal of the resource economy in the region. We have access to an untapped fibre and mineral supply that requires substantial investment. Our people are ready and willing to work with regional stakeholders to seize on our natural attributes to revitalize our economy and develop compelling business opportunities for investors." *Jerry Lawson Councillor of the Lax Kw'alaams Band, stated,* "The meetings provided us a great opportunity to network with the Chinese, and also the Canadian

companies who are here as part of the Canada-China Business Council. We have learned a great deal about the opportunities that exist for our communities as we seek to expand our business and broader economic interests." *Daniel Veniez, Chairman of Ridley Terminals stated:* "The Governments of Canada and British Columbia have invested heavily in building infrastructure to accommodate and breathe life into the Pacific Gateway Initiative. The Port of Prince Rupert and Ridley Terminals are strategic assets to Canada that deepen our national trade flow capacity. The northwest transportation corridor offers unrivalled access to one of the most important markets in the world. All of us in BC's northwest – aboriginal and non-aboriginal alike - have a powerful interest in aligning our efforts to work together to create new business opportunities for the entire region. We are happy to support the effort to develop and strengthen the productive capacity of resource based communities in Western Canada and along the northern corridor"

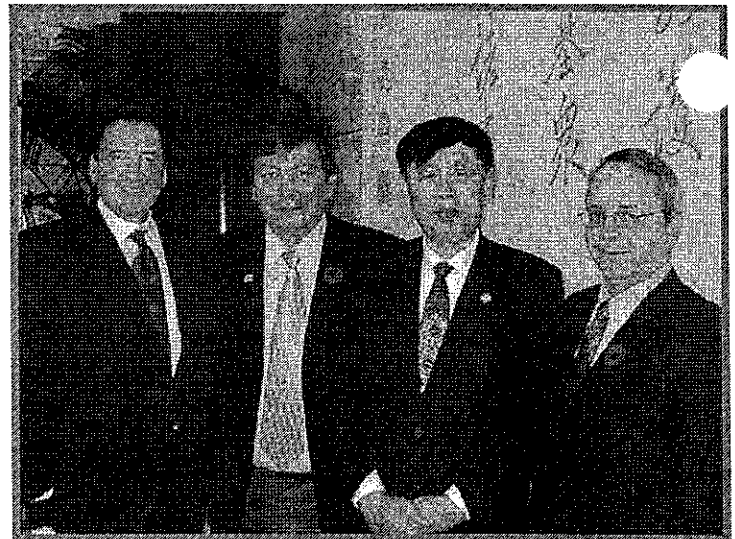
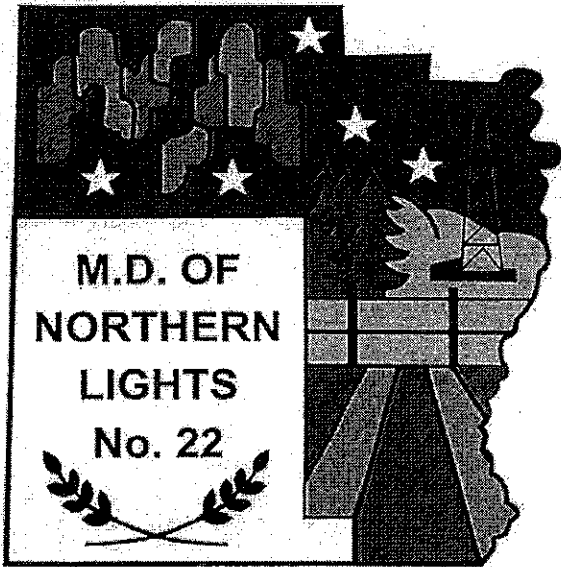


Photo provided by: NATIONAL Public Relations
 Pictured from left to right: *Dan Veniez, Chairman of Ridley Terminals John Helin, Chief Councillor of the Lax Kw'alaams Band Chen Haosu, President of the Chinese People's Association for Friendship with Foreign Countries Jerry Lawson, Councillor of the Lax Kw'alaams Band*

- Ridley Terminals Inc. (RTI) sadly paid tribute to Douglas Knowles, QC. RTI Chairman, Daniel Veniez attributed much positive RTI transformational work to Knowles, who was appointed to the RTI Board in April this year and subsequently served as their corporate secretary until his sudden passing this month

NCDC Organizational Notes



View all our generous 2008 conference sponsors, including the MD of Northern Lights, as well as a number of presentations made at this NCDC event by visiting www.nwcorridor.com

- A world of thanks goes out to the Municipal District of Northern Lights www.mdnorth22.ab.ca for their generous sponsorship of our last month's Conference and Annual General Meeting. They provided their sponsorship after the fact, despite knowing they'd not be accorded any well deserved recognition before and during the event. Their generosity doesn't end there, as you will find when reading on
- Many thanks to all the following organizations for renewing their NCDC membership for 2008/2009 this month:
 - County of Grande Prairie
 - Hillsborough Resources
 - Mackenzie County
 - Transport Canada
 - Nisga'a Fisheries Ltd.
- Fresh off the October Annual General Meeting and related Board appointments made thereat, November's municipal elections in British Columbia leave NCDC needing to appoint several to the Board once again. This with the departure of long serving Directors, Marilyn Davies and Jim Eglinski as well as NCDC Chair, Don Zurowski. This is just one of a number of items for discussion at the next Board of Directors meeting, December 5, 2008

"In the Corridor" Editor's Note

NCDC Director, Laurie Brown, Manager of the Northwest Regional Airport, Kitimat-Terrace, put it very well this past month when relating to me his thinking of the Northwest Corridor as a, "Community Corridor". I believe it particularly appropriate when relating to you, as readers, examples of cooperation and generosity between our NCDC member organizations in building (or in some cases, rebuilding community). I'll preface this one by telling you of our longstanding member, the Town of Grimshaw in Alberta's North Peace. It's a thriving community in itself of over 2,500, located at Mile Zero of the MacKenzie Highway. Not unlike many communities, Grimshaw has needed to deal with adversity. In June of 2003, winds of over 150 km/hr wrought heavy damage through town, including to its beloved Memorial Arena. Despite a portion of it being caved in, the community rebuilt; this only to have the arena completely destroyed by fire this September. Enter here, another longstanding NCDC member, the Municipal District of Northern Lights. In close proximity to the Town of Grimshaw, it's even closer as far as *Community* and our *Corridor* are concerned. NCDC members and readers on the world-wide web should know how the Municipal District of Northern Lights will be generously donating \$100,000 in 2008, and again in 2009, to the Town of Grimshaw's fund for building a new arena. Our Corridor is really just the sum of all its parts, being, "*Our Ports, our People, and, our Places*"; all equaling, in a word, Community with a capital C! That's our Northwest Corridor! Send stories like this to: aldridge@nwcorridor.com for our next issue



**Avis aux
membres de la**

Council
FCM

and
**Members
Advisory**

November 26, 2008

Please Distribute to All Members of Council

Infrastructure and the economy

Dear members,

I am writing to you today to provide an urgent update on developments in the nation's capital. The global financial crisis is reshaping our economic and political landscape, and has prompted a federal response that may affect your municipality directly.

Earlier this month, Prime Minister Harper said we are entering an economic period "unlike and potentially as dangerous as anything we have faced since 1929." He added that the federal government is considering "unprecedented fiscal stimulus" to protect Canada's economy. Accelerated infrastructure spending has been singled out as a key stimulus tool.

FCM agrees with this diagnosis of the country's economic circumstances and the proposed remedy. FCM and the Government of Canada have forged a strong and productive partnership. As concerns about the economy grow, we must put this partnership to work to protect Canadians from a deep recession.

In the coming weeks, the Government of Canada will be rolling out an economic stimulus package. Preliminary details may be available as early as this Thursday's federal Economic and Fiscal Statement. We expect it will also contain a commitment to accelerate the allocation of existing funds in the application-based, cost-shared Building Canada Fund (BCF). We have urged the federal government to deliver new funds, above and beyond what has been allocated in the BCF, by quickly confirming the extension of the three existing social housing programs, by extending soon-to-expire public transit funding and increasing this year's gas tax transfer.

To be successful, this stimulus package will require rapid action by federal, provincial/territorial and municipal orders of government.

Timing is everything when it comes to fighting a recession. The challenge is to facilitate the rapid allocation of new and accelerated infrastructure money for the provinces/territories and municipalities so projects can come on stream next spring, boosting the economy as it begins to slow. Making these investments quickly, efficiently, and responsibly will need to be a federal and provincial/territorial priority, but ultimately will be delivered by municipal councils.

I know that many of you are already preparing your capital budgets for next year -- you may even be close to completing them. I also know from my own experience as the Mayor of Sherbrooke the budget pressures you feel every year: pressure to meet rapidly growing needs with slow growing revenues; and the pressure to keep property tax hikes to an absolute

minimum. I also know that municipalities already do more than their fair share to create jobs by building, maintaining and operating our nation's critical public infrastructure.

As a cost-shared program, an accelerated BCF would require accelerated one-third contributions from provinces, territories, and municipalities. While this would create an opportunity for municipalities to leverage immediate infrastructure funds from other orders of government, it also comes at a difficult time for you. That is why I am sending this message now – to make you aware of what may be coming, so you can build flexibility into your capital budget-planning process where possible.

We have told the federal government that if it expects to invest rapidly and responsibly in this moment of extraordinary economic crisis, it cannot rely on the same old ways of doing business.

We have told them that the existing BCF model – with the need for extensive upfront paperwork, lengthy review processes, and long waiting periods – is too slow to get new projects started this spring. We have also clearly stated that additional funding must be distributed through straightforward federal transfers for public transit and an increase in the Gas Tax Fund.

We have made a strong case for a better, more efficient funding model. At the same time, the federal government has expectations of its own. It wants to know that municipalities will be ready to respond to a stimulus package by quickly identifying unfunded projects that could get underway next year. It will also want to know that municipalities are ready to take advantage of new, cost-shared funding by finding the money in their budgets that can be directed to projects for the coming year.

All of us work hard every year at putting together responsible budgets that balance competing priorities, and I would expect no less this year. I wanted to share this update from the nation's capital so you have as much information as possible as you continue in your budget deliberations.

With appropriate planning on our part, we can meet this challenge and leverage new federal investments in our crumbling infrastructure, put Canadians to work, and build a more productive, prosperous future for the country.

Sincerely,

Jean Perrault
President of FCM
Mayor of Sherbrooke

Carol Gabriel

*Carol Gabriel
9/10/08
Dec*

From: Campaign Office [campaignoffice@fenety.com]
Sent: Friday, November 21, 2008 12:40 PM
To: Carol Gabriel
Subject: Alberta Royal Canadian Legion
Importance: High
Attachments: Ratesheet.pdf

HELLO GREGORY & COUNCIL,

I AM VERY PLEASED TO ATTACH THE INFORMATION ON THIS VERY IMPORTANT PROJECT OF THE ROYAL CANADIAN LEGION. THE BOOK WILL BE A FIRST CLASS, FULL SIZED 8 1/2 X 11 PUBLICATION OF APPROX. 400 PGS. FEATURING PICTURES OF THE ALBERTA VETERANS WITH BIOS ON EACH AS WELL AS A NUMBER OF PIECES ABOUT OUR CURRENT ALBERTA TROOPS IN AFGHANISTAN.

THE PUBLICATION WILL BE DISTRIBUTED FREE OF CHARGE THIS YEAR AT ALL OF OUR 180 LEGION BRANCHES AND COPIES WILL BE PROVIDED TO HOSPITALS, SCHOOL AND PUBLIC LIBRARIES IN MACKENZIE COUNTY AS AN EDUCATIONAL AID. ALL OF THE PROCEEDS RAISED WILL BE USED TO SUPPORT OUR ALBERTA'S VETERANS AND TO FULFILL THE YEARLY COMMITMENTS TO OUR COMMUNITIES WE SERVE.

WE WOULD LIKE TO INVITE MACKENZIE COUNTY TO SHOW IT'S RECOGNITION AND APPRECIATION FOR OUR VETERANS IN ALBERTA BY SUPPORTING OUR REMEMBRANCE PROJECT WITH AN ADVERTISEMENT/SUPPORT MESSAGE. THANK YOU FOR YOUR CONSIDERATION.

BEST REGARDS,

TOM CAMPBELL
ROYAL CANADIAN LEGION
ALBERTA/NWT COMMAND
18005061888



Alberta/Northwest Territories Command The Royal Canadian Legion

“Military Service Recognition Book”

Dear Sir/Madam:

Thank you for your interest in the **Alberta/Northwest Territories Command / The Royal Canadian Legion**, representing **Alberta** and the **Territory’s Veterans**. Please accept this written request for your support, as per our recent telephone conversation.

Our **Alberta/NWT Command Legion** is very proud to be printing **10,000 copies** of a **“Military Service Recognition Book”**, scheduled for release by March 31, 2009, to help identify and recognize many of the brave **Veterans** of Alberta and the Northwest Territories who served our Country so well during times of great conflict. This annual publication goes a long way to help the Legion in our job as the **“Keepers of Remembrance”**, so that none of us forget the selfless contributions made by our **Veterans**.

We would like to have your organization’s support for this Remembrance project by sponsoring an advertisement space in our **“Military Service Recognition Book.”** Proceeds raised from this important project will allow us to fund the printing of this unique publication and will also help our Command to improve our services to **Veterans** and the more than 170 communities that we serve throughout Alberta and the Northwest Territories. The Legion is recognized as one of Canada’s largest **“Community Service”** organizations, and we are an integral part of the communities we serve. This project ensures the Legion’s continued success in providing these very worthwhile services.

Please find enclosed a rate sheet for your review. Whatever you are able to contribute to this worthwhile endeavor would be greatly appreciated. For further information please contact **Alberta/NWT Command Office** toll free at **1-800-506-1888**.

Thank you for your consideration and/or support.

Sincerely,

Don Orr
President



LEGION
www.abnwtlegion.com

**Alberta/Northwest Territory Command
The Royal Canadian Legion**

“Military Service Recognition Book”

Advertising Prices

<u>Ad Size</u>	<u>Cost</u>	<u>GST</u>	<u>Total</u>
Full Color Outside Back Cover	\$1,709.52 +	\$85.48 =	\$1,795.00
Inside Front/Back Cover (Full Color)	\$1,519.05 +	\$75.95 =	\$1,595.00
Full Page (Full Color)	\$1,423.81 +	\$71.20 =	\$1,495.00
Full Page	\$947.62 +	\$47.38 =	\$995.00
½ Page (Full Color)	\$809.52 +	\$40.48 =	\$850.00
½ Page	\$566.67 +	\$28.33 =	\$595.00
¼ Page (Full Color)	\$500.00 +	\$25.00 =	\$525.00
¼ Page	\$404.76 +	\$20.24 =	\$425.00
1/10 Page (Business Card)	\$238.10 +	\$11.90 =	\$250.00

G.S.T. Registration # R12 397 0410

All advertising space less than the 1/4 Page size in the publication is printed in black and white only.

All typesetting and layout charges are included in the above prices.

A complimentary copy of this year's publication will be received by all advertisers purchasing space of 1/10 page and up, along with a Certificate of Appreciation from the Alberta/NWT Command.



PLEASE MAKE CHEQUE PAYABLE TO:

Alberta/NWT Command
The Royal Canadian Legion
(AB/NWT RCL)
(Campaign Office)
P O Box 2275
Calgary, AB T2D 2M6



**Mackenzie County
Action List as of November 26, 2008**

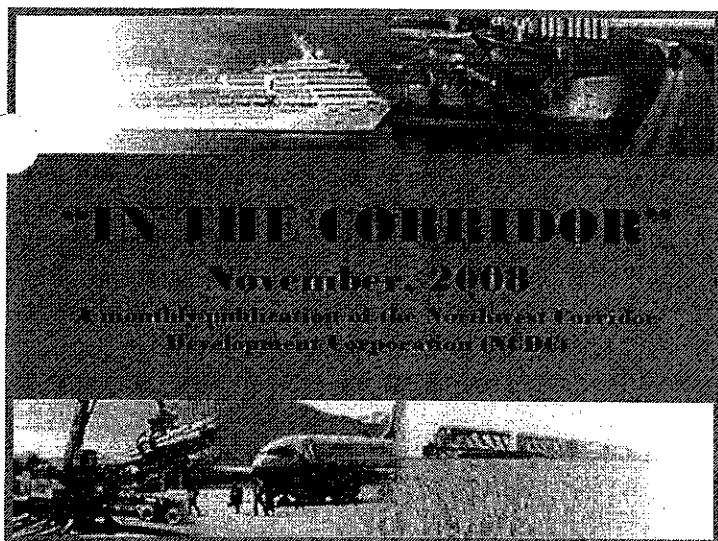
Council Meeting Motions Requiring Action

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 Greg	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.	Bill K.	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
March 11, 2008 Council Meeting			
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
March 26, 2008 Council Meeting			
08-03-227	That administration issue a request for proposals for the development of land in Zama. (existing County owned land)	Ryan Don Lisa	Dec. 9/08
June 25, 2008 Council Meeting			
08-06-468	That administration revisit and update the Hutch Lake lot prices and bring them back for Council review and approval.	Ryan Dave C.	In progress
July 10, 2008 Council Meeting			
08-07-494	That administration investigate the cost of creating a professional quality promotional package for the County.	Carol Joulia Peter B.	In progress
September 9, 2008 Council Meeting			
08-09-633	That the Parks & Recreation Committee explore other regional locations for a provincial campground.	Parks & Rec	In progress

Motion	Action Required	Action By	Status
October 14, 2008 Council Meeting			
08-10-721	That administration investigate options for incentives for permanent housing in Zama.	Joulia Lisa Don	In progress
October 29, 2008 Organizational Meeting			
08-10-762	That an Education Task Force be created including three members of Council and that a Terms of Reference be developed.	Bill K. Carol	In progress
08-10-763	That a Government Liaison Committee be created including three members of Council and that a Terms of Reference be developed.	Bill K. Carol	In progress
October 29, 2008 Council Meeting			
08-10-818	That the tax write off for Stall 10, 10306-101 Street (La Crete) be tabled for further information.	Joulia	Dec. 9/08
08-10-819	That the 2009-2011 Mackenzie County Business Plan be tabled to the first meeting in December 2008.	Bill K.	January 09
November 6, 2008 Council Meeting			
08-11-853	That administration send a letter to Alberta Agriculture requesting an agricultural extension position for Mackenzie County.	Bill Grant	In progress
08-11-861	That administration bring back options to include Community Related Organizations under the County's Aggregate Energy Program.	Joulia	Dec. 9/08
08-11-862	That administration investigate communication issues in regards to telephone and video conferencing.	Joulia	Dec. 9/08
08-11-894	That administration be authorized to negotiate the gravel purchase in the Tompkins area.	John K.	In progress
08-11-896	That Policy FIN025 Purchasing Authority Directive and Tendering Process be brought back to the next council meeting as amended.	Joulia	Dec. 9/08
November 26, 2008 Council Meeting			
08-11-916	That the Community Recreation Master Plan Proposal be deferred to the next budget meeting.	Ryan	Dec. 8/08
08-11-917	That the Transportation Proposal be deferred to the next budget meeting.	Bill K.	Dec. 8/08

Motion	Action Required	Action By	Status
08-11-918	That Mackenzie County send a letter to Mr. Doug Elniski in support of the Edmonton City Centre Airport.	Bill K. Carol Ray	In progress
08-11-919	That Mackenzie County support the 80 th anniversary Wop May flight re-enactment with a donation in the amount of \$3,000.00.	Bill K. Carol Ray	In progress
08-11-921	That Mackenzie County fund the architectural fees for the La Crete library expansion study to be funded from the Grants to Other Organizations Reserve as presented.	Bill K. Ryan John K.	In progress
08-11-925	That three Councillors be appointed to the Tompkins Landing Ice-Bridge Advisory Committee and that a Terms of Reference be developed.	Bill K. Carol	In progress
08-11-928	That administration and the Government Liaison Committee make every effort to secure grant funding under the Community Development Trust Fund.	Bill K.	In progress
08-11-929	That administration jointly pursue with the Town of High Level a recreation lease with Sustainable Resource Development (SRD) for Hutch Lake as a campground and day use area.	John K.	In progress
08-11-932	That administration be authorized to pursue a Miscellaneous Lease agreement (MLL) with Public Lands for a 25 acre parcel at the Tompkins Water Point for the purpose of a future fire/public works station.	Ryan	In progress
08-11-934	That the address on all County owned land titles be changed to Mackenzie County, Box 640, 4511-46 Avenue, Fort Vermilion, AB T0H 1N0.	Ryan	In progress
08-11-935	That the municipal accreditation be tabled to the December 9, 2008 Council meeting.	Ryan	Dec. 9/08
08-11-937	That administration investigate and negotiate the La Crete Agricultural Society vandalism costs.	Bill K. Peter B. John W.	In progress
08-11-939	That a letter of support be sent to the Regional Economic Development Initiative for the Regional Destination Marketing Organization.	Bill K. Peter B. Carol	In progress

Motion	Action Required	Action By	Status
08-11-948	That administration take appropriate action in regards to graders as discussed.	Bill K. Dave C. John K.	In progress



Federal Notes

- The National Energy Board (NEB) monitors supply of all energy commodities in Canada, publishing ultimate potential reports on an on-going basis. Such reports reflect changes in estimates based on new discoveries or new plays being developed. Such reports can be produced in collaboration with provincial agencies as was the case with a joint report released this month by the NEB and Ministry of Energy and Resources in Saskatchewan. The report estimated "ultimate potential" of marketable conventional natural gas resources at 10.6 trillion cubic feet with 5.3 trillion feet remaining, roughly half already having been produced. Related information can be viewed on the NEB website: <http://www.neb.gc.ca/>

North West Territories Notes

- The Government of the Northwest Territories announced entering into an agreement this month with three diamond mines in an effort to build related workforces. The mines are BHP Billiton Diamonds Inc., Diavik Diamond Mines Inc. and De Beers Canada Inc. They will work cooperatively with government in advancing a Northwest Territories Mining Workforce Initiative. The agreement is intended to advance necessary skills development, training, and travel initiatives, allowing more residents of the Northwest Territories to be employed in the mines. It also intends to identify strategies for attracting skilled workers and their families to become residents of the Northwest Territories

Yukon Notes

- With clearing and surveying occurring last winter and construction this spring through fall, November saw Phase 1 of the Carmacks-Stewart electrical transmission line completed and the line energized. Several parties contributed financially to the total cost of the transmission line. The Yukon Government provided \$10 million to the project. Sherwood Copper contributed \$7.2 million to the main line as well as covering the entire cost of the spur line to the Minto mine. Remaining costs were covered by the Yukon Energy Corporation and the Yukon Development Corporation
- Tourism and Culture Minister Elaine Taylor announced the Yukon will be featured in the *Lonely Planet's Best in Travel 2009*. It's a publication describing the world's hottest travel trends, destinations, journeys and experiences. Listing Canada as one of the top 10 countries for the year, it recognizes the Yukon River in two categories: World Rivers and Best Eco-trip. According to the Ministry "Kayaking the Yukon River" is identified as the second best eco-trip in the world

Alberta Notes

- Construction on the Highway 63 and Fort McKay intersection improvement project, 50 kilometres north of Fort McMurray was completed this month. The joint project between oil sands industry partners and government added dedicated turning bays to Highway 63 and the Fort McKay access road, and expanded the merge lanes, increasing intersection capacity. Traffic volumes at the intersection more than doubled in five years, increasing from 2,950 vehicles per day in 2002 to 6,620 vehicles per day in 2007. Improvements are intended to provide safer access to the Fort McKay community and local industry while improving safety for motorists using Highway 63. The Alberta government invested \$4.25 million while oil sands companies provided the remaining \$4.25 million for the project. Industry partners, lead by Canadian Natural Resources Limited, also included Albian Sands Energy, Shell Canada, Petro-Canada, PTI Group Inc., and Total E&P Canada

Saskatchewan Notes

- Enterprise and Innovation Minister Lyle Stewart and Crown Corporations Minister Ken Cheveldayoff in a news release this month, expressed their Government is pleased with Bruce Power's conclusion on the potential feasibility for nuclear power generation in Saskatchewan. Minister Stewart said, "Our government supports adding value to our raw uranium resources here in Saskatchewan to support the long term prosperity of our province and our people." The Province is undertaking a thorough evaluation of conditions Bruce Power identified as necessary for a nuclear power plant to be feasible in Saskatchewan. Minister Stewart said they'll respond to both Bruce Power and Saskatchewan residents within six months
- Premier Brad Wall said this month the government will provide \$90 million to Crown Corporation, SaskTel toward a \$129 million investment in rural communication infrastructure. Over the next three years, the Province committed to providing high speed internet, province-wide as well as improvements to cellular coverage throughout
- It was reported by Tourism Parks, Culture and Sport the Saskatchewan Provincial Park system had its busiest park season on record with over three million visits in provincial parks in 2008; represents an 11 per cent increase over 2007. A summer 2008 camper satisfaction survey completed by nearly 4,000 campers rated the Province's parks highly in many respects, with an 86.9 per cent rate of overall satisfaction with their visits. Interested readers; find a survey summary available at: www.tpcs.gov.sk.ca/Camper-Survey-2008
- The month of November saw a new element added to the expression, "In the Corridor"! This with the arrival from another solar system of what researchers believe to have been a 10 tonne fragment of an asteroid. Witnessed by thousands of corridor residents, the meteorite lit up the night sky. Thousands of meteorite fragments are said to be scattered in an area near the Battle River, southeast of the corridor community of Lloydminster and southwest of the communities of Battleford and North Battleford

Manitoba Notes

- This month Manitoba Infrastructure and Transportation Minister, Ron Lemieux announced a \$45 million boost to their \$4 billion, ten-year Highway Renewal Plan. Citing it as an investment allowing Manitoba to take full advantage of its strategic location at the center of the country, Minister Lemieux released the 2009 tendering schedule at the same time. A move applauded by the heavy construction industry, it allows for better advance planning and bid preparation for next year's construction season

British Columbia Notes

- The Province's sale of oil and gas rights in November resulted in a total of over \$114 million in bonus bids, bringing fiscal year-to-date sales to over \$2.2 billion. Energy, Mines and Petroleum Resources Minister Richard Neufeld said, "As this record fiscal year continues, the oil and gas industry remains strong, and we're looking forward to the transition to the production stage." Offered were 57 parcels covering 39,094 hectares of which 45 parcels covering 24,565 hectares sold for an average price of \$4,679 per hectare
- Pat Bell, Minister of Forests and Range, lead a group of over a dozen forest sector delegates on a trade mission to China in November. Intended to increase demand for wood products, China's largest cities and major building markets were targeted including earthquake reconstruction project sites



Photo credit: Ministry of Forestry and Range


Children in local Qiang minority traditional dress greet Minister Bell

Northwest Corridor
Development Corporation (NCDC)
A public/private partnership

Connecting Canada with our Global Trading partners through Canada's Northwest Corridor

Congratulations, all around, on a successful year of operation of the Prince Rupert Fairview Container Terminal and a bright future!

Northwest Corridor



Development Corporation
Gerard Aldridge, Executive Director
P.O. Box 1414, Grande Prairie, AB Canada T8V 4Z2
Telephone: 780-567-4991 • www.nwcorridor.com

- The first anniversary of operation of the Prince Rupert Fairview Container terminal was one including a number of achievements. In a news release by the Prince Rupert Port Authority (PRPA), highlights of the first year noted were:
 - 69 container vessel calls
 - Vessels have arrived & departed on schedule
 - 147,787 TEUs handled, average of 2,142 TEUs per vessel
 - 30% of backhaul containers fully laden with exports
 - Yokohama, Japan to Chicago transit time: 12 days
 - Maximum container dwell time at the terminal: 48 hrs
 - Prince Rupert to Chicago average rail transit time: 94 hrs
 - 100% of containers scanned for radiation

Prince Rupert Port Authority President & CEO, Don Krusel, gave special recognition to those he called, "unsung heroes" in the year's successful operations. He included: the International Longshore & Warehouse Union (ILWU), Canadian Border Services Agency (CBSA), SMIT Marine and Quickload CEF. Along with the efforts of more visible partners; CN, Maher Terminals, the COSCO-CKYH Alliance and PRPA, the combined effort lead to the year's resounding global success

Industry Notes

- CBC News reported November 28th a Canadian Coast Guard official confirming a major first. A cargo vessel this fall traversed the Northwest Passage from the east, delivering cargo to western communities of Nunavut. Communities normally receiving supplies by tugboat and barge from the west may in future have an option for cost comparison of getting goods shipped from west or east. It has some heralding the event as a new era in Arctic shipping. The vessel owned by Desgagnés Transarctik Inc., transported cargo from Montreal in September. Although the Canadian Coast Guard was requested to have an ice breaker on standby, a Desgagnés Transarctik official on board for the shipment reportedly said, "They were ready to be there for us if we called them, but I didn't see one cube of ice"

Western Canadian Coal Corp. announced the temporary suspension of mining operations and capital expenditures at its Willow Creek Mine as of month-end; this due to short term market uncertainties

- The *Kleysen Award of Excellence in Logistics* was officially announced in Winnipeg, Manitoba this month. Hubert Kleysen, former chairman and owner of Kleysen Transport, established the award's endowment. The award is presented to the outstanding graduating student of the Certificate in Logistics. The program is offered by the Transport Institute at the University of Manitoba
- CN President and Chief Executive Officer, E. Hunter Harrison said, "CN will have to carefully review its future investments in grain-related equipment and infrastructure". This in a news release in response to a Federal Court of Appeal Canada ruling this month upholding a CTA decision of earlier this year which saw grain transportation rates cut by eight per cent, retroactive to August 1, 2007, under railway revenue caps

- November saw Aboriginal representatives from the Northwest Corridor in talks with senior political and business leaders in China as part of a trade mission organized by the Native Investment Trade Association. It included delegations from British Columbia, Northwest Territories, Alberta, Saskatchewan and Manitoba as well as Quebec, Labrador and Nova Scotia. Mission attendants outlined unique competitive advantages of the Pacific Gateway, Port of Prince Rupert and of the corridor and its abundant natural resources. In a news release by the BC delegation to the trade mission, *Chief Councillor John Helin of the Lax Kw'alaams Band, and officials of Coast Tsimshian Resources Ltd, the band's wholly owned company, stated:* "Our core business is forestry and fisheries. We have been meeting with potential clients and promoted the cost, quality, branding and marketing advantages of doing business in the northwest. We have access to the resources China needs and we want them to know that our communities are open for business." Last year, Coast Tsimshian Resources shipped more than \$19 million in wood products to China and its fish plant can produce more than 10 million pounds of product annually for the world markets. Commenting on the discussions, *Elmer Derrick, Hereditary Chief of the Gitksan Nation, chief negotiator of the Gitksan Treaty Office, and board member of Ridley Terminals Inc, a federal crown corporation located in Prince Rupert, said:* "We talked about the benefits of the region and our strong desire to build long term economic partnerships with the Chinese to develop our regional economy. And we stressed the value of dealing directly with aboriginal representatives to facilitate transactions within our communities and the region as a whole. The Gitksan First Nation is eager to play a constructive role in fostering and accelerating the renewal of the resource economy in the region. We have access to an untapped fibre and mineral supply that requires substantial investment. Our people are ready and willing to work with regional stakeholders to seize on our natural attributes to revitalize our economy and develop compelling business opportunities for investors." *Jerry Lawson Councillor of the Lax Kw'alaams Band, stated,* "The meetings provided us a great opportunity to network with the Chinese, and also the Canadian

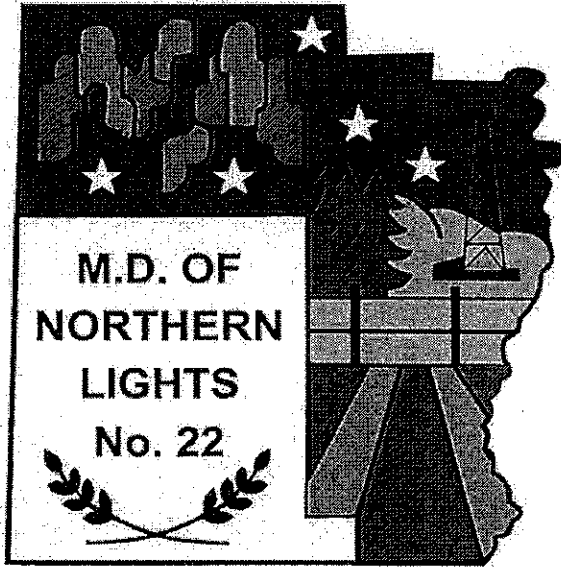
companies who are here as part of the Canada-China Business Council. We have learned a great deal about the opportunities that exist for our communities as we seek to expand our business and broader economic interests." *Daniel Veniez, Chairman of Ridley Terminals stated:* "The Governments of Canada and British Columbia have invested heavily in building infrastructure to accommodate and breathe life into the Pacific Gateway Initiative. The Port of Prince Rupert and Ridley Terminals are strategic assets to Canada that deepen our national trade flow capacity. The northwest transportation corridor offers unrivalled access to one of the most important markets in the world. All of us in BC's northwest – aboriginal and non-aboriginal alike - have a powerful interest in aligning our efforts to work together to create new business opportunities for the entire region. We are happy to support the effort to develop and strengthen the productive capacity of resource based communities in Western Canada and along the northern corridor"



Photo provided by: NATIONAL Public Relations
 Pictured from left to right: Dan Veniez, Chairman of Ridley Terminals John Helin, Chief Councillor of the Lax Kw'alaams Band Chen Haosu, President of the Chinese People's Association for Friendship with Foreign Countries Jerry Lawson, Councillor of the Lax Kw'alaams Band

- Ridley Terminals Inc. (RTI) sadly paid tribute to Douglas Knowles, QC. RTI Chairman, Daniel Veniez attributed much positive RTI transformational work to Knowles, who was appointed to the RTI Board in April this year and subsequently served as their corporate secretary until his sudden passing this month

NCDC Organizational Notes



View all our generous 2008 conference sponsors, including the MD of Northern Lights, as well as a number of presentations made at this NCDC event by visiting www.nwcorridor.com

- A world of thanks goes out to the Municipal District of Northern Lights www.mdnorth22.ab.ca for their generous sponsorship of our last month's Conference and Annual General Meeting. They provided their sponsorship after the fact, despite knowing they'd not be accorded any well deserved recognition before and during the event. Their generosity doesn't end there, as you will find when reading on
- Many thanks to all the following organizations for renewing their NCDC membership for 2008/2009 this month:
 - County of Grande Prairie
 - Hillsborough Resources
 - Mackenzie County
 - Transport Canada
 - Nisga'a Fisheries Ltd.
- Fresh off the October Annual General Meeting and related Board appointments made thereat, November's municipal elections in British Columbia leave NCDC needing to appoint several to the Board once again. This with the departure of long serving Directors, Marylin Davies and Jim Eglinski as well as NCDC Chair, Don Zurowski. This is just one of a number of items for discussion at the next Board of Directors meeting, December 5, 2008

"In the Corridor" Editor's Note

NCDC Director, Laurie Brown, Manager of the Northwest Regional Airport, Kitimat-Terrace, put it very well this past month when relating to me his thinking of the Northwest Corridor as a, "Community Corridor". I believe it particularly appropriate when relating to you, as readers, examples of cooperation and generosity between our NCDC member organizations in building (or in some cases, rebuilding community). I'll preface this one by telling you of our longstanding member, the Town of Grimshaw in Alberta's North Peace. It's a thriving community in itself of over 2,500, located at Mile Zero of the MacKenzie Highway. Not unlike many communities, Grimshaw has needed to deal with adversity. In June of 2003, winds of over 150 km/hr wrought heavy damage through town, including to its beloved Memorial Arena. Despite a portion of it being caved in, the community rebuilt; this only to have the arena completely destroyed by fire this September. Enter here, another longstanding NCDC member, the Municipal District of Northern Lights. In close proximity to the Town of Grimshaw, it's even closer as far as *Community* and our *Corridor* are concerned. NCDC members and readers on the world-wide web should know how the Municipal District of Northern Lights will be generously donating \$100,000 in 2008, and again in 2009, to the Town of Grimshaw's fund for building a new arena. Our Corridor is really just the sum of all its parts, being, "*Our Ports, our People, and, our Places*"; all equaling, in a word, Community with a capital C! That's our Northwest Corridor! Send stories like this to: aldrige@nwcorridor.com for our next issue



**Avis aux
membres de la**

Council
FCM

adv.
**Members
Advisory**

November 26, 2008

Please Distribute to All Members of Council

Infrastructure and the economy

Dear members,

I am writing to you today to provide an urgent update on developments in the nation's capital. The global financial crisis is reshaping our economic and political landscape, and has prompted a federal response that may affect your municipality directly.

Earlier this month, Prime Minister Harper said we are entering an economic period "unlike and potentially as dangerous as anything we have faced since 1929." He added that the federal government is considering "unprecedented fiscal stimulus" to protect Canada's economy. Accelerated infrastructure spending has been singled out as a key stimulus tool.

FCM agrees with this diagnosis of the country's economic circumstances and the proposed remedy. FCM and the Government of Canada have forged a strong and productive partnership. As concerns about the economy grow, we must put this partnership to work to protect Canadians from a deep recession.

In the coming weeks, the Government of Canada will be rolling out an economic stimulus package. Preliminary details may be available as early as this Thursday's federal Economic and Fiscal Statement. We expect it will also contain a commitment to accelerate the allocation of existing funds in the application-based, cost-shared Building Canada Fund (BCF). We have urged the federal government to deliver new funds, above and beyond what has been allocated in the BCF, by quickly confirming the extension of the three existing social housing programs, by extending soon-to-expire public transit funding and increasing this year's gas tax transfer.

To be successful, this stimulus package will require rapid action by federal, provincial/territorial and municipal orders of government.

Timing is everything when it comes to fighting a recession. The challenge is to facilitate the rapid allocation of new and accelerated infrastructure money for the provinces/territories and municipalities so projects can come on stream next spring, boosting the economy as it begins to slow. Making these investments quickly, efficiently, and responsibly will need to be a federal and provincial/territorial priority, but ultimately will be delivered by municipal councils.

I know that many of you are already preparing your capital budgets for next year – you may even be close to completing them. I also know from my own experience as the Mayor of Sherbrooke the budget pressures you feel every year: pressure to meet rapidly growing needs with slow growing revenues; and the pressure to keep property tax hikes to an absolute

minimum. I also know that municipalities already do more than their fair share to create jobs by building, maintaining and operating our nation's critical public infrastructure.

As a cost-shared program, an accelerated BCF would require accelerated one-third contributions from provinces, territories, and municipalities. While this would create an opportunity for municipalities to leverage immediate infrastructure funds from other orders of government, it also comes at a difficult time for you. That is why I am sending this message now – to make you aware of what may be coming, so you can build flexibility into your capital budget-planning process where possible.

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We have told them that the existing BCF model – with the need for extensive upfront paperwork, lengthy review processes, and long waiting periods – is too slow to get new projects started this spring. We have also clearly stated that additional funding must be distributed through straightforward federal transfers for public transit and an increase in the Gas Tax Fund.

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All of us work hard every year at putting together responsible budgets that balance competing priorities, and I would expect no less this year. I wanted to share this update from the nation's capital so you have as much information as possible as you continue in your budget deliberations.

With appropriate planning on our part, we can meet this challenge and leverage new federal investments in our crumbling infrastructure, put Canadians to work, and build a more productive, prosperous future for the country.

Sincerely,

Jean Perrault
President of FCM
Mayor of Sherbrooke

Carol Gabriel

*Council info
Dee*

From: Campaign Office [campaignoffice@fenety.com]
Sent: Friday, November 21, 2008 12:40 PM
To: Carol Gabriel
Subject: Alberta Royal Canadian Legion
Importance: High
Attachments: Ratesheet.pdf

HELLO GREGORY & COUNCIL,

I AM VERY PLEASED TO ATTACH THE INFORMATION ON THIS VERY IMPORTANT PROJECT OF THE ROYAL CANADIAN LEGION. THE BOOK WILL BE A FIRST CLASS, FULL SIZED 8 1/2 X 11 PUBLICATION OF APPROX. 400 PGS. FEATURING PICTURES OF THE ALBERTA VETERANS WITH BIOS ON EACH AS WELL AS A NUMBER OF PIECES ABOUT OUR CURRENT ALBERTA TROOPS IN AFGHANISTAN.

THE PUBLICATION WILL BE DISTRIBUTED FREE OF CHARGE THIS YEAR AT ALL OF OUR 180 LEGION BRANCHES AND COPIES WILL BE PROVIDED TO HOSPITALS, SCHOOL AND PUBLIC LIBRARIES IN MACKENZIE COUNTY AS AN EDUCATIONAL AID. ALL OF THE PROCEEDS RAISED WILL BE USED TO SUPPORT OUR ALBERTA'S VETERANS AND TO FULFILL THE YEARLY COMMITMENTS TO OUR COMMUNITIES WE SERVE.

WE WOULD LIKE TO INVITE MACKENZIE COUNTY TO SHOW IT'S RECOGNITION AND APPRECIATION FOR OUR VETERANS IN ALBERTA BY SUPPORTING OUR REMEMBRANCE PROJECT WITH AN ADVERTISEMENT/SUPPORT MESSAGE. THANK YOU FOR YOUR CONSIDERATION.

BEST REGARDS,

TOM CAMPBELL
ROYAL CANADIAN LEGION
ALBERTA/NWT COMMAND
18005061888




LEGION
www.abnwtlegion.com

Alberta/Northwest Territories Command The Royal Canadian Legion

“Military Service Recognition Book”

Dear Sir/Madam:

Thank you for your interest in the **Alberta/Northwest Territories Command / The Royal Canadian Legion**, representing **Alberta** and the **Territory’s Veterans**. Please accept this written request for your support, as per our recent telephone conversation.

Our **Alberta/NWT Command Legion** is very proud to be printing **10,000 copies** of a **“Military Service Recognition Book”**, scheduled for release by March 31, 2009, to help identify and recognize many of the brave **Veterans** of Alberta and the Northwest Territories who served our Country so well during times of great conflict. This annual publication goes a long way to help the Legion in our job as the **“Keepers of Remembrance”**, so that none of us forget the selfless contributions made by our **Veterans**.

We would like to have your organization’s support for this Remembrance project by sponsoring an advertisement space in our **“Military Service Recognition Book.”** Proceeds raised from this important project will allow us to fund the printing of this unique publication and will also help our Command to improve our services to **Veterans** and the more than 170 communities that we serve throughout Alberta and the Northwest Territories. The Legion is recognized as one of Canada’s largest **“Community Service”** organizations, and we are an integral part of the communities we serve. This project ensures the Legion’s continued success in providing these very worthwhile services.

Please find enclosed a rate sheet for your review. Whatever you are able to contribute to this worthwhile endeavor would be greatly appreciated. For further information please contact **Alberta/NWT Command Office** toll free at **1-800-506-1888**.

Thank you for your consideration and/or support.

Sincerely,

Don Orr
President



LEGION
www.abnwtlegion.com

**Alberta/Northwest Territory Command
The Royal Canadian Legion**

“Military Service Recognition Book”

Advertising Prices

<u>Ad Size</u>	<u>Cost</u>	<u>GST</u>	<u>Total</u>
Full Color Outside Back Cover	\$1,709.52 +	\$85.48 =	\$1,795.00
Inside Front/Back Cover (Full Color)	\$1,519.05 +	\$75.95 =	\$1,595.00
Full Page (Full Color)	\$1,423.81 +	\$71.20 =	\$1,495.00
Full Page	\$947.62 +	\$47.38 =	\$995.00
½ Page (Full Color)	\$809.52 +	\$40.48 =	\$850.00
½ Page	\$566.67 +	\$28.33 =	\$595.00
¼ Page (Full Color)	\$500.00 +	\$25.00 =	\$525.00
¼ Page	\$404.76 +	\$20.24 =	\$425.00
1/10 Page (Business Card)	\$238.10 +	\$11.90 =	\$250.00

G.S.T. Registration # R12 397 0410

All advertising space less than the 1/4 Page size in the publication is printed in black and white only.

All typesetting and layout charges are included in the above prices.

A complimentary copy of this year's publication will be received by all advertisers purchasing space of 1/10 page and up, along with a Certificate of Appreciation from the Alberta/NWT Command.



PLEASE MAKE CHEQUE PAYABLE TO:
Alberta/NWT Command
The Royal Canadian Legion
(AB/NWT RCL)
(Campaign Office)
P O Box 2275
Calgary, AB T2D 2M6



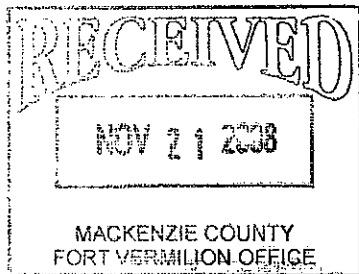


Dec info
ALBERTA URBAN MUNICIPALITIES ASSOCIATION

10507 Saskatchewan Drive NW, Edmonton, AB T6E 4S1
Toll Free: 310-AUMA (2862) • Toll Free: 1-800-661-2862
Main: (780) 433-4431 • Fax: (780) 433-4454
e-mail: main@auma.ca • www.auma.ca

November 18, 2008

Reeve Gregory Alan Newman
Mackenzie County
PO Box 640
Fort Vermilion, AB T0H 1N0



Dear Mayor Newman:

The AUMA has been successfully advocating the needs of urban municipalities from across Alberta to the provincial and federal orders of government and other stakeholder groups for more than 100 years. Our vision is to be valued by our membership and trusted as your voice. To that end, the AUMA is continuously re-examining the way in which we communicate with our membership to ensure that we are doing our utmost to meet the unique needs of all members, and advocating based on those unique needs.

The AUMA Board of Directors, based on your input, has scheduled three (3) Mayors Caucus meetings in 2009 for municipalities with populations over 10,000. The meetings will take place on the following dates with the following details:

- Friday, February 6th, 2009 – Edmonton Ramada on Kingsway-Edmonton
- Friday, June 5th, 2009 – DeerFoot Inn and Casino - Calgary
- Friday, September 4th, 2009 – River Cree Resort and Casino - Edmonton

There is a need now, more than ever, to build solutions that work for municipalities. The AUMA mandate is to build these solutions with our membership. These Mayors meetings will provide us with a great opportunity to explore key issues that impact communities and build solutions that recognize the differences among municipalities in our province.

This is a bold new endeavour that seeks to facilitate focussed decision making and free-flowing discussion between regular members and the AUMA Board of Directors. These Caucus meetings usher in a new era of collaborative communication and decision-making. Your participation is vital to its success.

Attached is the AUMA Policy on the Caucus meetings.

Please mark these dates on your calendar. More information including online registration information and a detailed agenda will follow in the coming months.

The AUMA is committed to being your trusted voice. Through new initiatives such as the Mayors Caucuses, we can ensure that we move **ahead.together** and that Alberta municipalities remain the best places in which to live, work and raise our families.

Sincerely,

R. Lloyd Bertschi
AUMA President



MAYORS' CAUCUSES

Policy Statement

Mayors' Caucuses are established to facilitate decision making and the flow information between Regular Members and the Board of Directors.

GENERAL

1. In this policy
 - (a) "Director" means a person elected as a Director of the Association
 - (b) "member" means a member of a Caucus as described in Section 3
 - (c) "Regular Member" means a Regular Member of the Association as defined in the Bylaws of the Association

ESTABLISHMENT AND MEMBERSHIP

2. Three Mayors' Caucuses are established consisting of the Regular Members of the Association which have populations
 - (a) Municipalities up to 2500 population
 - (b) Municipalities between 2501 and 10000 population
 - (c) Municipalities over 10000 population
3. The members of each caucus are
 - (a) the Directors representing members included in the Caucus
 - (b) the Mayors of the Regular Members included in the Caucus.
4. If a Mayor of a Regular Member is not able to attend a Caucus meeting, the Council of the Regular Member may designate another Councillor to attend in the place of the Mayor. Any other councilor or Municipal CAO may attend a Caucus meeting however voting will be restricted to the Mayor or the Mayor's designated.
5. The President is ex-officio a member of each Caucus.
6. A Director may attend as an observer at any Caucus meeting of which the Director is not a member.

MEETINGS

7. The Caucuses will meet three times each year on the dates set out in the Schedule.
8. The Caucuses scheduled in any month will be held in the same location.

MEMBER CAUCUS MEETING DATES

2009

Small Municipalities

Wednesday, February 4

Wednesday, June 3

Wednesday, September 2

Medium Municipalities

Thursday, February 5

Thursday, June 4

Thursday, September 3

Large Municipalities

Friday, February 6

Friday, June 5

Friday, September 4



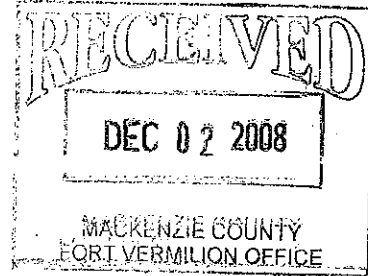
ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Lac La Biche - St. Paul*

AR40356

November 17, 2008

Reeve Gregory Alan Newman
Mackenzie County
PO Box 640
Fort Vermilion, Alberta T0H 1N0



Dear Reeve Newman:

Greg

Thank you for your recent application for a grant under the 2008 Municipal Sponsorship Program.

I am pleased to inform you that Mackenzie County has been approved for a grant of \$104,016, which includes the priority bonus, to help support your municipal project: Zama City Fire Truck Replacement. The conditional grant agreement will be mailed shortly to your chief administrative officer to obtain municipal signatures.

I wish you, your council, and the municipality's staff success with the project.

Sincerely,

Ray Danyluk
Minister

cc: Pearl Calahasen, MLA, Lesser Slave Lake
Frank Oberle, MLA, Peace River
William (Bill) Kostiw, Chief Administrative Officer, Mackenzie County