

**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING**

**Thursday, April 10, 2008**

**8:00 a.m.**

**Council Chambers  
Fort Vermilion, AB**

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

**ABSENT:** Ed Froese Councillor  
Stuart Watson Councillor

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

**ALSO PRESENT:** Susan McNeil, The Echo  
Members of the public.

Minutes of the Regular Council meeting for Mackenzie County held on April 10, 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 8:06 a.m.

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

**MOTION 08-04-229** **MOVED** by Deputy Reeve Sarapuk

That the agenda be adopted as amended with the addition of:  
5. c) Concerned Citizens Committee of Fort Vermilion  
11. h) Drainage Improvements Adjacent to Highway 697

- 12. d) Rezoning of Lands – La Crete
- 14. g) Tri-Council Meeting
- 14. h) Health & Ambulance
- 11. i) Right-of-Way Clearing

**CARRIED**

**ADOPTION OF THE  
PREVIOUS MINUTES:**

- 3. a) **Minutes of the March 26, 2008 Regular Council Meeting**

**MOTION 08-04-230**

**MOVED** by Councillor Toews

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

**CARRIED**

**BUSINESS ARISING  
OUT OF THE MINUTES:**

- 4. a) **None**

**DELEGATIONS:**

- 5. a) **RCMP**

No delegation was present at the meeting.

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

No delegation was present at the meeting.

**GENERAL REPORTS:**

- 6. a) **Municipal Planning Commission Meeting Minutes – February 28, 2008 & March 12, 2008**

**MOTION 08-04-231**

**MOVED** by Councillor Wardley

That the Municipal Planning Commission meeting minutes of February 28 and March 12, 2008 be received for information.

**CARRIED**

- 6. b) **Parks & Recreation Committee Meeting Minutes – February 27, 2008**

**MOTION 08-04-232**

**MOVED** by Councillor Neufeld

That the minutes of the February 27, 2008 Parks and Recreation Committee Meeting be adopted as presented.

**CARRIED**

**PUBLIC HEARINGS:** 7. a) None

**TENDERS:** 8. a) None

**COUNCIL COMMITTEE,  
CAO AND DIRECTORS  
REPORTS:** 9. a) **Council Committee Reports**

Councillor D. Driedger reported on the Integrated Brush Management Conference, Veterinary Advisory Committee, and Ag Land Task Force meetings.

Councillor Wardley reported on the Zama Recreation Society.

Councillor Toews reported on the Fort Vermilion Recreation Board meeting.

Councillor J. Driedger reported on the La Crete Building Committee meetings, Mackenzie Economic Development Corporation, Veterinary Advisory Committee, Mackenzie Library Board, Mustus Energy, and Equipment Committee meetings.

Deputy Reeve Sarapuk reported on the Forestry Public Advisory Committee, Mustus Energy, and Ag Land Task Force meetings.

Reeve Newman reported on the managers meeting, and meeting with Mustus Energy.

Councillor Braun reported on the Municipal Planning Commission, La Crete Building committee, REDI Recreation Committee, and the Community Planning Association of Alberta conference.

Councillor Neufeld reported on the municipal law seminar.

**MOTION 08-04-233**

**MOVED** by Deputy Reeve Sarapuk

That the council verbal reports be accepted as information.

**CARRIED**

**9. b) CAO and Director Reports**

**MOTION 08-04-234**

**MOVED** by Councillor J. Driedger

That the Director of Corporate Services, Director of Public Works & Agriculture, Director of Environmental Services, Director of Planning & Emergency Services, and the Chief Administrative

Officer reports be accepted for information.

**CARRIED**

**CORPORATE  
SERVICES:**

**10. a) Bylaw 672/08 Municipal Heritage Resource  
Designation (“Trapper’s Shack” – Lot 39, Block 6, Plan  
922 0928 in the Hamlet of Fort Vermilion)**

Councillor Toews declared himself in conflict and left the meeting  
at 8:47 a.m.

**MOTION 08-04-235**

**MOVED** by Deputy Reeve Sarapuk

That first reading be given to Bylaw 672/08 being the Municipal  
Heritage Resource Designation (the “Trapper’s Shack” legally  
described as Lot 39, Block 6, Plan 922 0928 in the Hamlet of Fort  
Vermilion) bylaw.

**CARRIED**

**MOTION 08-04-236**

**MOVED** by Councillor Wardley

That second reading be given to Bylaw 672/08 being the  
Municipal Heritage Resource Designation (the “Trapper’s Shack”  
legally described as Lot 39, Block 6, Plan 922 0928 in the Hamlet  
of Fort Vermilion) bylaw.

**CARRIED**

**MOTION 08-04-237**

Requires Unanimous

**MOVED** by Councillor Neufeld

That consideration be given to go to third and final reading of  
Bylaw 672/08 being the Municipal Heritage Resource Designation  
(the “Trapper’s Shack” legally described as Lot 39, Block 6, Plan  
922 0928 in the Hamlet of Fort Vermilion) bylaw.

**CARRIED UNANIMOUSLY**

**MOTION 08-04-238**

**MOVED** by Councillor Braun

That third reading be given to Bylaw 672/08 being the Municipal  
Heritage Resource Designation (the “Trapper’s Shack” legally  
described as Lot 39, Block 6, Plan 922 0928 in the Hamlet of Fort  
Vermilion) bylaw.

**CARRIED**

Councillor Toews rejoined the meeting at 8:53 a.m.

**10. b) Bylaw 651/07 Offsite Levy – W ½ 10-106-15-W5M**

**MOTION 08-04-239**

**MOVED** by Councillor Wardley

That first reading be given to Bylaw 651/07 being a bylaw to establish an offsite levy for sewer services.

**CARRIED** *unanimously*

**10. c) Tax Write Offs**

**MOTION 08-04-240**

Requires 2/3

**MOVED** by Councillor Neufeld

That tax arrears of \$604.44 for roll 072045, Stall 14, 10306 – 101 Street located in the Hamlet of La Crete be written off.

**CARRIED**

**MOTION 08-04-241**

Requires 2/3

**MOVED** by Councillor Toews

That tax arrears of \$174.10 for roll 072047, Stall 12, 10306 – 101 Street located in the Hamlet of La Crete be written off.

**CARRIED**

**MOTION 08-04-242**

Requires 2/3

**MOVED** by Deputy Reeve Sarapuk

That tax arrears of \$227.55 for roll 072051, Stall 4, 10306 – 101 Street located in the Hamlet of La Crete be written off.

**CARRIED**

**MOTION 08-04-243**

Requires 2/3

**MOVED** by Councillor J. Driedger

That tax arrears of \$641.83 for roll 076431, Lot 01, Block 28, Plan 0321401 in the Hamlet of La Crete be written off.

**CARRIED**

**MOTION 08-04-244**

Requires 2/3

**MOVED** by Councillor Braun

That tax arrears of \$29,645.14 for roll 197565, Lot 03, Block 02, Plan 7920958 in Hamlet of Fort Vermilion be written off.

**CARRIED**

**MOTION 08-04-245**

Required 2/3

**MOVED** by Councillor D. Driedger

That tax arrears of \$80.55 for roll 313865, Lot 09, Block 13, Plan 8323074 in the Hamlet of Fort Vermilion be written off.

**CARRIED**

**MOTION 08-04-246**

Requires Unanimous

**MOVED** by Councillor Wardley

That administration bring back options and figures on the taxation of trailer parks and federal buildings.

**CARRIED UNANIMOUSLY**

**10. d) Attendance at Meetings Via Teleconference**

**MOTION 08-04-247**

**MOVED** by Deputy Reeve Sarapuk

That the discussion regarding Councillor attendance at meetings via teleconference be received for information

**CARRIED**

Reeve Newman recessed the meeting at 9:19 a.m. and reconvened the meeting at 9:31 a.m.

**10. e) Special Council Meeting – April 29, 2008**

**MOTION 08-04-248**

**MOVED** by Councillor J. Driedger

That a Special Council meeting be held on Tuesday, April 29, 2008 at 1:00 p.m. at the Fort Vermilion Council Chambers for the purpose of awarding tenders.

**CARRIED**

**10. f) AAMD&C Centennial Project**

**MOTION 08-04-249**

**MOVED** by Councillor Toews

That Councillors complete the AAMD&C Centennial Project questionnaire and return it to the May 6, 2008 council meeting and that the results be compiled by administration.

**CARRIED**

**MOTION 08-04-250**

**MOVED** by Councillor Braun

That the Chief Administrative Officer draft a letter in response to the AAMD&C Navigable Waters Protection Act urgent request for input.

**CARRIED**

**10. g) Fort Vermilion & Area Board of Trade**

**MOTION 08-04-251**

**MOVED** by Councillor Braun

That the Fort Vermilion & Area Board of Trade be authorized to use [www.fortvermilion.ab.ca](http://www.fortvermilion.ab.ca) as their website address.

**CARRIED**

**10. h) REDI Tourism & Travel Committee**

**MOTION 08-04-252**

**MOVED** by Councillor Neufeld

That Councillor Braun be appointed to the REDI Tourism and Travel Committee.

**CARRIED**

**OPERATIONAL  
SERVICES:**

**11. a) Amended Municipal Parks Bylaw 671/08**

**MOTION 08-04-253**

**MOVED** by Councillor J. Driedger

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

**CARRIED**

**MOTION 08-04-254**

**MOVED** by Councillor Wardley

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

**CARRIED**

**MOTION 08-04-255**  
Requires Unanimous

**MOVED** by Councillor Braun

That consideration be given to go to third reading of Municipal Parks Bylaw 671/08.

**DEFEATED**

**11. b) County Bid List**

**MOTION 08-04-256**

**MOVED** by Councillor Neufeld

That the County abolish the bid list approach and apply a consistent approach to that set by the County's purchase policy and that the County use the Alberta Road Builders Rates as a guideline.

**CARRIED**

**MOTION 08-04-257**

**MOVED** by Councillor Braun

That Contractors be requested to submit a list of services that they provide for notification by the County.

**CARRIED**

**11. c) Fuel Program for 2008**

**MOTION 08-04-258**

**MOVED** by Councillor Braun

That the fuel program for 2008 be tabled to the Finance Committee for review.

**CARRIED**

**11. d) County Re-Gravelling Program for 2008**

**MOTION 08-04-259**

**MOVED** by Deputy Reeve Sarapuk

That the County's 2008 re-gravelling program be tendered per pit and that the County have the option to go with the total net cost.

**CARRIED**

**11. e) Hamlet Dark Spots**

**MOTION 08-04-260**

**MOVED** by Councillor Braun

That administration proceed with the intersection lighting as presented, subject to final cost estimates from ATCO and that administration engage with Alberta Infrastructure & Transportation to secure additional funding.



**CARRIED**

**11. f) Dust Control Program for 2008**

**MOTION 08-04-261**

**MOVED** by Councillor Neufeld

That the existing dust control program be used for 2008 with the addition of doubling the dust free passing zones on the Zama Access.

**DEFEATED**

**MOTION 08-04-262**

**MOVED** by Councillor Neufeld

That the existing dust control program be used for 2008.

**CARRIED**

Reeve Newman recessed the meeting at 10:32 a.m. and reconvened the meeting at 10:42 a.m.

**DELEGATION:**

**5. c) Concerned Citizens Committee of Fort Vermilion**

*Louise Smith*  
*Ilene Lizotte, Cindy Paul, and A of the Concerned Citizens Committee of Fort Vermilion presented a letter to Council requesting that a separate Housing Management Board be established for the Fort Vermilion area.*

**MOTION 08-04-263**

**MOVED** by Councillor Wardley

That administration forward a copy of the letter received from the Concerned Citizens Committee of Fort Vermilion to the Mackenzie Housing Management Board and that they be requested to hold a public meeting in Fort Vermilion.

**CARRIED**

**MOTION 08-04-264**

**MOVED** by Councillor Neufeld

That item 5. c) be added to the in-camera portion of the agenda.

**CARRIED**

**11. g) Rural Water**

**MOTION 08-04-265**

**MOVED** by Councillor Wardley

That Council approve a preliminary budget of \$50,000.00 for the rural water project with funds coming from the 2008 budget.

**CARRIED UNANIMOUSLY**

**11. h) Drainage Improvements Adjacent to Highway 697  
(ADDITION)**

**MOTION 08-04-266**  
Requires Unanimous

**MOVED** by Deputy Reeve Sarapuk

That administration proceed with tendering of the water management project along SH 697 as per terms and conditions set out in the agreement with Alberta Infrastructure & Transportation.

**DEFEATED**

**11. i) Right-of-Way Clearing (ADDITION)**

**MOTION 08-04-267**  
Requires Unanimous

**MOVED** by Councillor Wardley

That the trees remain in the right-of-way.

**DEFEATED**

*located to the west of SW 21-104-15-WSM. (location)*

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

**12. a) Development Permit 28-DP-08 Part of SE 13-106-14-  
W5M (88 Connector Area) Direct Control District 1  
"DC1"**

**MOTION 08-04-268**

**MOVED** by Councillor Braun

That the Development Permit 28-DP-08 be tabled to the end of the meeting.

**CARRIED**

**12. b) La Crete Fire Station 2 – Rent Increase (John Zacharias)**

**MOTION 08-04-269**

**MOVED** by Councillor J. Driedger

That the monthly rental fee for the La Crete Fire Station 2 be increased to \$500.00 per month effective immediately, subject to the agreement being extended for a minimum of two years.

**CARRIED**

**12. c) Disaster Training – Incident Command System**

**MOTION 08-04-270**

**MOVED** by Councillor J. Driedger

That administration request that R.A. Leaf & Associates instruct the ICS 402 Course for Councillors for the evening of June 16, 2008.

**CARRIED**

**12. d) Rezoning of Lands (La Crete) (ADDITION)**

**MOTION 08-04-271**

Requires Unanimous

**MOVED** by Councillor Braun

That administration be instructed to notify all property owners affected by the rezoning of lands under Bylaw 462/04.

**CARRIED**

**IN CAMERA SESSION:**

**MOTION 08-04-272**

**MOVED** by Deputy Reeve Sarapuk

That Council move in-camera to discuss issues under the Freedom of Information and Protection of Privacy Regulations 18 (1) at 11:44 a.m.

- 14. a) Personnel
- 14. b) Special Projects
- 14. c) Inter-municipal Negotiations
- 14. d) Forestry
- 14. e) Legal
- 14. f) J & H Management
- h) 14. g) Ambulance (ADDITION)
- 5. c) Concerned Citizens Committee of Fort Vermilion

*g) Tricouncil Mtg.*

**CARRIED**

**MOTION 08-04-273**

**MOVED** by Councillor D. Driedger

That Council move out of camera at 12:44 p.m.

**CARRIED**

**14. f) J & H Management**

**MOTION 08-04-274**

**MOVED** by Councillor J. Driedger

That the County pay J & H Management ~~\$34,000~~ <sup>30,000 + gst</sup> as final settlement to be funded from the Public Works reserves.

*subject to the signing of a release*

**CARRIED UNANIMOUSLY**

**MOTION 08-04-275**

**MOVED** by Councillor Neufeld

That a letter be sent to the Minister of Health regarding board members and regional health authorities.

**CARRIED**

Deputy Reeve Sarapuk left the meeting at 12:54 p.m.

**12. a) Development Permit 28-DP-08 Part of SE 13-106-14-W5M (88 Connector Area) Direct Control District 1 "DC1"**

**MOTION 08-04-276**

**MOVED** by Councillor Braun

That Development Permit 28-DP-08 be approved as presented.

**CARRIED**

**INFORMATION/  
CORRESPONDENCE:**

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

**MOTION 08-04-277**

**MOVED** by Councillor Neufeld

That Councillor Wardley be authorized to attend the Official Dedication and Twinning of Hay-Zama Lakes Wildland Provincial Park on May 28, 2008.

**CARRIED**

**MOTION 08-04-278**

**MOVED** by Councillor Wardley

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

**CARRIED**

**NEXT MEETING DATE:**

**15. a) Regular Council Meeting**

Regular Council Meeting  
Wednesday, April 23, 2008  
1:00 p.m.  
Ridgeview Central School – La Crete, AB

**ADJOURNMENT:**

**16. a) Adjournment**

**MOTION 08-04-279**

**MOVED** by Councillor D. Driedger

That the Regular Council meeting be adjourned at 12:59 p.m.

**CARRIED**

These minutes will be presented to Council for approval on Wednesday, April 23, 2008.

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Greg Newman, Reeve

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Carol Gabriel, Executive Assistant


DRAFT

11

**Mackenzie County  
Action List as of April 10, 2008**

***Council Meeting Motions Requiring Action***

<b>Motion</b>	<b>Action Required</b>	<b>Action By</b>	<b>Status</b>
<b>October 10, 2006 Council Meeting</b>			
06-714	That the Wolfe Lake Water Point be referred to the Operations Committee for review.	John K. Ed, John W. Bill N., Ryan	In progress
<b>October 25, 2006 Council Meeting</b>			
06-799	That administration bring back the Land Purchase Policy for Council review with options.	John K. Mark John W.	In progress
<b>October 10, 2007 Council Meeting</b>			
07-10-876	That administration work on the three and seven year infrastructure plans and consult with engineers as required.	Mark	In progress
<b>October 25, 2007 Council Meeting</b>			
07-10-958	That the Chief Administrative Officer follow up with the Emergency Services communications network.	Jason, Ryan, John, Greg	In progress
07-10-992	That administrative support be provided to Mustus Energy Ltd. to investigate funding sources from municipal, provincial, and federal entities and bring back options to Council.	Bill K. Greg N.	In progress
<b>November 13, 2007 Council Meeting</b>			
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
<b>January 30, 2008 Council Meeting</b>			
08-01-068	That the Chief Administrative Officer or designate work with Mackenzie Housing regarding the affordable housing proposal in Zama.	Bill K. Joulia Don	

Motion	Action Required	Action By	Status
<b>February 12, 2008 Council Meeting</b>			
08-02-113	That the Land Use Bylaw amendment to rezone Part of NW 19-109-19-W5M from Agricultural Industrial District 1 "A1" to Rural Industrial District 1 "RI1" be tabled for further information including an area structure plan, access, and buffer zone. (C. Lee)	Ryan Stuart Greg Bill K.	In review
08-02-119	That Mackenzie County pursue securing the lease and associated survey costs for the Tompkins Landing Campground and a five year agreement with the local group subject to a detailed operator's agreement with funding coming from the Parks and Recreation budget.	John Ryan Parks & Rec.	In progress
08-02-120	That the ATCO Electric contracts be tabled for further information. (street lights)	 Mark Joulia	In progress
08-02-123	That Mackenzie County install two stop signs with flashing red solar lights on Tower road within the Hamlet of Zama, subject to Bylaw review.	John K. Don Dave C. Mark	In progress Fall 2008
<b>February 27, 2008 Council Meeting</b>			
08-02-152	That administration bring back options regarding the proposed rezoning of a one mile radius surrounding Plan 002-1068, Lot 2, Lot 4 and Lot 5 through consultation with the affected landowners. (Footner)	Ryan Bill K. Stuart	In progress
08-02-155	That administration set up a meeting with the Northern Lights Health Region.	Bill K.	In progress
08-02-162	That administration review the required sign replacement within the County and advise the Alberta Motor Association.	John K. Dave C.	In progress
<b>March 11, 2008 Council Meeting</b>			
08-03-174	That Mackenzie County pursue securing the lease and associated survey costs for the Atlas Recreation Area and long term agreement with a local non-profit group, subject to a detailed operator's agreement with funding for the survey coming from the parks and recreation budget.	John K. Ryan Parks & Rec.	In progress



Motion	Action Required	Action By	Status
08-03-185	That a request for proposals be prepared and advertised for the assessment services provision for a five-year contract, if possible in conjunction with the Towns of High Level and Rainbow Lake for Council's perusal.	Joulia	In progress
08-03-186	That administration solicits proposals for the provision of audit services for a three-year period and, in conjunction with the Finance Committee, bring a recommendation to Council for approval.	Joulia	In progress
08-03-187	That administration research options and costs of auditing the local non-profit organizations that operate the County owned facilities or grounds.	Joulia	In progress
08-03-189	That a letter be sent to Mayor Mandell and the Edmonton City Council stating our support for the City Centre Airport and continue lobbying for increased service for northern Alberta at the airport (copy to all northern municipalities).	Bill K. Ray	In progress
<b>March 26, 2008 Council Meeting</b>			
08-03-210	That the draft site and floor plans for the new La Crete Administration Building be approved and that the building committee proceed with the final design, cost estimates, and conceptual drawings for review by Council at the April meeting	John K. Bldg Committee	May 6/08
08-03-216	That administration proceed with tendering County agricultural land for cash lease for a three year term with a closing date of April 29, 2008.	Bill K. Carol Grant	In progress
08-03-221	That administration negotiate the 2008 Metal Recycling with interested parties within budget.	John K.	In progress
08-03-223	That a letter be sent through the Alberta Association of Municipal Districts & Counties to follow up on the Aboriginal consultation process.	Bill K. Joulia Carol	In progress

Motion	Action Required	Action By	Status
08-03-224	That a letter be sent to the Minister of Tourism, Parks and Recreation requesting a meeting regarding Hutch Lake.	Bill K. John K.	In progress
08-03-227	That administration issue a request for proposals for the development of land in Zama.	<del>Bill K.</del> Ryan Don <del>Julia</del> Lisa	
April 10, 2008 Council Meeting			
08-04-246	That administration bring back options and figures on the taxation of trailer parks and federal buildings.	Julia	In progress
08-04-249	That Councillors complete the AAMD&C Centennial Project questionnaire and return it to the May 6, 2008 council meeting and that the results be compiled by administration.	Carol. Bill K.	
08-04-250	That the Chief Administrative Officer draft a letter in response to the AAMD&C Navigable Waters Protection Act urgent request for input.	Bill K.	
08-04-257	That Contractors be requested to submit a list of services that they provide for notification by the County. <i>advertise</i>	Mark John	
08-04-258	That the fuel program for 2008 be tabled to the Finance Committee for review.	Mark Julia	
08-04-259	<i>re-gravelling</i>	Mark John, Bill	
08-04-260	That administration proceed with the intersection lighting as presented, subject to final cost estimates from ATCO and that administration engage with Alberta Infrastructure & Transportation to secure additional funding.	Mark	
08-04-263	That administration forward a copy of the letter received from the Concerned Citizens Committee of Fort Vermilion to the Mackenzie Housing Management Board and that they be requested to hold a public meeting in Fort Vermilion.	Bill K.	

Motion	Action Required	Action By	Status
08-04-271	That administration be instructed to notify all property owners affected by the rezoning of lands under Bylaw 462/04.	<i>Ryan</i>	
08-04-275	That a letter be sent to the Minister of Health regarding board members and regional health authorities.	<i>Bill K. Carol</i>	



**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING**

**Thursday, April 10, 2008  
8:00 a.m.**

**Council Chambers  
Fort Vermilion, Alberta**

**AGENDA**

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<b>CALL TO ORDER:</b>	1.	<input checked="" type="checkbox"/> a) Call to Order	
<b>AGENDA:</b>	2.	<input checked="" type="checkbox"/> Adoption of Agenda	
<b>ADOPTION OF THE PREVIOUS MINUTES:</b>	3.	<input checked="" type="checkbox"/> Minutes of the March 26, 2008 Regular Council Meeting	7
<b>BUSINESS ARISING OUT OF THE MINUTES:</b>	4.	a) b)	
<b>DELEGATIONS:</b>	5.	a) RCMP b) Fort Vermilion Sports Daze Committee & Métis Local (11:30 a.m.) <input checked="" type="checkbox"/> <b>Alberta Housing &amp; Ratepayers – Wilma Meneen (10:30 a.m.)</b>	
<b>GENERAL REPORTS:</b>	6.	<input checked="" type="checkbox"/> Municipal Planning Commission Meeting Minutes – February 28 & March 12, 2008	17
		<input checked="" type="checkbox"/> Parks & Recreation Committee Meeting – February 27, 2008	37
<b>PUBLIC HEARINGS:</b>	7.	a) None	
<b>TENDERS:</b>	8.	a) None	



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

9. ✓a) Council Committee Reports  
✓b) CAO and Director Reports 45

**CORPORATE  
SERVICES:**

10. ✓a) Bylaw 672/08 Municipal Heritage Resource Designation ("Trapper's Shack" – Lot 39, Block 6, Plan 922 0928 in the Hamlet of Fort Vermilion) 55  
✓b) Bylaw 651/07 Off-Site Levy – W ½ 10-106-15-W5M 69  
✓c) Tax Write Offs 77  
✓d) Attendance at Meetings Via Teleconference 83  
✓e) Special Council Meeting – April 29, 2008 97  
✓f) AAMD&C Centennial Project 99  
✓g) Fort Vermilion & Area Board of Trade 103  
✓h) REDi Tourism & Travel Committee 105  
i)  
j)

**OPERATIONAL  
SERVICES:**

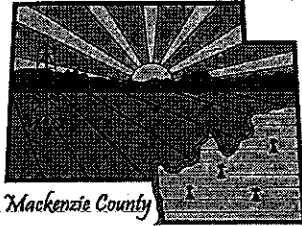
11. ✓a) Amended Municipal Parks Bylaw 671/08 109  
✓b) County Bid List 127  
✓c) Fuel Program for 2008 129  
✓d) County Re-Gravelling Program for 2008 131  
✓e) Hamlet Dark Spots 133  
✓f) Dust Control (information to be provided at the meeting)  
✓g) Rural Water 135  
✓h) **Drainage Improvements Adjacent to Highway 697 (ADDITION)**  
✓i) *Right-of-way*





		j)		
<b>PLANNING, EMERGENCY, AND ENFORCEMENT SERVICES:</b>	12.	a) ✓	Development Permit 28-DP-08 Part of SE 13-106-14-W5M (88 Connector Area) Direct Control District 1 "DC1"	137
		b) ✓	La Crete Fire Station 2 – Rent Increase (John Zacharias)	145
		c) ✓	Disaster Training – Incident Command System	149
		d) ✓	<b>Rezoning of Lands (La Crete) (ADDITION)</b>	
		e)		
		f)		
<b>INFORMATION / CORRESPONDENCE:</b>	13.	a)	Information/Correspondence Items	151
<b>IN CAMERA SESSION:</b>	14.	a)	Personnel	
		b)	Special Projects	
		c)	Inter-municipal Negotiations	
		d)	Forestry	
		e)	Legal	
		f) ✓	J & H Management	
		g) ✓	<b>Tri-Council Meeting – April 10, 2008 (ADDITION)</b>	
		h) ✓	<i>Ambulance</i>	
		i) ✓	<i>5c).</i>	
<b>NEXT MEETING DATE:</b>	15.	a)	Regular Council Meeting Wednesday, April 23, 2008 1:00 p.m. Ridgeview Central School – La Crete, AB	
<b>ADJOURNMENT:</b>	16.	a)	Adjournment	





# MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>April 10, 2008</b>
<b>Presented By:</b>	<b>William Kostiw, Chief Administrative Officer</b>
<b>Title:</b>	<b>Minutes of the March 26, 2008 Regular Council Meeting</b>

### BACKGROUND / PROPOSAL:

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

### OPTIONS & BENEFITS:

### COSTS & SOURCE OF FUNDING:

### RECOMMENDED ACTION:

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

Author: C. Gabriel

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

CAO



**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING**

**Wednesday, March 26, 2008**

**4:00 p.m.**

**Council Chambers  
Fort Vermilion, AB**

**PRESENT:** Greg Newman Reeve  
Walter Sarapuk Deputy Reeve (arrived at 4:12 p.m.)  
Peter Braun Councillor  
John W. Driedger Councillor  
Bill Neufeld Councillor  
Ray Toews Councillor  
Lisa Wardley Councillor

**ABSENT:** Dicky Driedger Councillor  
Ed Froese Councillor  
Stuart Watson Councillor

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

**ALSO PRESENT:** Susan McNeil, The Echo

Minutes of the Regular Council meeting for Mackenzie County held on March 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 4:05 p.m.

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

**MOTION 08-03-206 MOVED** by Councillor Braun

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

- 11. e) Dust Control
- 11. f) County Land Leases
- 12. f) Zama Land Negotiations

**CARRIED**

**ADOPTION OF THE  
PREVIOUS MINUTES:**

**3. a) Minutes of the March 11, 2008 Regular Council Meeting**

**MOTION 08-03-207**

**MOVED** by Councillor J. Driedger.

That the minutes of the March 11, 2008 Regular Council meeting be adopted as presented.

**CARRIED**

**BUSINESS ARISING  
OUT OF THE MINUTES:**

**4. a) None**

**DELEGATIONS:**

**5. a) RCMP**

There was no delegation present at the meeting.

**GENERAL REPORTS:**

**6. a) None**

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

**9. a) None**

**CORPORATE  
SERVICES:**

**10. a) Northern Alberta Elected Leaders Terms of Reference**

**MOTION 08-03-208**

**MOVED** by Councillor Neufeld

That the proposed Northern Alberta Elected Leaders Terms of Reference be accepted as presented.

**CARRIED**

**OPERATIONAL  
SERVICES:**

**11. a) Fort Vermilion Waste Transfer Station Hours of Operation**

Deputy Reeve Sarapuk arrived at 4:12 p.m.

**MOTION 08-03-209**

**MOVED** by Councillor Toews

That the Fort Vermilion Waste Transfer Station hours of operation be changed as follows effective June 1, 2008:

Tuesday	9:00 a.m. – 1:00 p.m.
Thursday	4:00 p.m. – 8:00 p.m.
Saturday	10:00 a.m. – 6:00 p.m.

**CARRIED**

**11. b) La Crete Building Committee**

**MOTION 08-03-210**

**MOVED** by Councillor Neufeld

That the draft site and floor plans for the new La Crete Administration Building be approved and that the building committee proceed with the final design, cost estimates, and conceptual drawings for review by Council at the April meeting.

Councillor J. Driedger requested a recorded vote.

In Favor:

Councillor Neufeld  
Councillor Braun  
Councillor J. Driedger  
Deputy Reeve Sarapuk  
Councillor Wardley

Opposed

Councillor Toews  
Reeve Newman

**CARRIED**

**PUBLIC HEARINGS:**

**7. a) Bylaw 667/08 Land Use Bylaw Amendment to Rezone Part of NW 3-106-15-W5M from Hamlet Residential-Commercial Transitional District "HRCT", Hamlet Commercial District 1 "HC1" and Hamlet Commercial District 2 "HC2" to Public/Institutional District "HP"**

Reeve Newman called the public hearing for Bylaw 667/08 to order at 4:32 p.m.

Reeve Newman asked if the public hearing for proposed Bylaw 667/08 was properly advertised. William Kostiw, Chief Administrative Officer, 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. William Kostiw, Chief Administrative Officer, presented the Development Authority's submission and indicated that first reading was given on February 27, 2008.

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

Reeve Newman asked if any submissions were received in regards to proposed Bylaw 667/08. No submissions were received.

Reeve Newman asked if there was anyone present who would like to speak in regards to the proposed Bylaw 667/08. There was no one present that wished to speak to the proposed Bylaw.

Reeve Newman closed the public hearing for Bylaw 667/08 at 4:33 p.m.

**MOTION 08-03-211**

**MOVED** by Deputy Reeve Sarapuk

That second reading be given to Bylaw 667/08, being a Land Use Bylaw amendment to rezone Part of NW 3-106-15-W5M from Hamlet Residential-Commercial Transitional District "HRCT", Hamlet Commercial District 1 "HC1" and Hamlet Commercial District 2 "HC2" to Public/Institutional District "HP".

**CARRIED**

**MOTION 08-03-212**

**MOVED** by Councillor Neufeld

That third reading be given to Bylaw 667/08, being a Land Use Bylaw amendment to rezone Part of NW 3-106-15-W5M from Hamlet Residential-Commercial Transitional District "HRCT", Hamlet Commercial District 1 "HC1" and Hamlet Commercial District 2 "HC2" to Public/Institutional District "HP".

**CARRIED**

**11. c) Bridge Maintenance Contracts**

**MOTION 08-03-213**

**MOVED** by Deputy Reeve Sarapuk

That the contract for the 2007 & 2008 bridge repair and maintenance contract be awarded to the lowest qualifying bid.

**CARRIED**

**11. d) Bridge 80988 Repair**

**MOTION 08-03-214**

**MOVED** by Councillor Braun

That the contract for the bridge 80988 repair be awarded to the lowest qualifying bid.



**CARRIED**

**11. e) Dust Control (ADDITION)**

**MOTION 08-03-215**  
Requires Unanimous

**MOVED** by Councillor J. Driedger

That the dust control discussion be received for information.

**CARRIED UNANIMOUSLY**

**11. f) County Land Leases (ADDITION)**

**MOTION 08-03-216**  
Requires Unanimous

**MOVED** by Councillor Braun

That administration proceed with tendering County agricultural land for cash lease for a three year term with a closing date of April 23, 2008.

**CARRIED UNANIMOUSLY**

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

**12. a) John Zacharias, La Crete Fire Station 2 Rent Increase**

**MOTION 08-03-217**

**MOVED** by Councillor J. Driedger

That the La Crete Fire Station 2 rent increase be tabled to the April 10, 2008 Council meeting.

**CARRIED**

**12. b) Municipal Elected Official's Course**

**MOTION 08-03-218**

**MOVED** by Councillor Neufeld

That administration request the Alberta Emergency Management Agency to instruct the Municipal Elected Officials Course for Councillors on April 14, 2008 at 1:00 p.m.

**CARRIED**

**INFORMATION/  
CORRESPONDENCE:**

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

**MOTION 08-03-219**

**MOVED** by Councillor Neufeld

That the Chief Administrative Officer's report be accepted for information purposes.

**CARRIED**

**MOTION 08-03-220**

**MOVED** by Deputy Reeve Sarapuk

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

**CARRIED**

**TENDERS:**

**8. a) 2008 Metal Recycling – 5:00 p.m.**

No tenders were received for the 2008 Metal Recycling.

**MOTION 08-03-221**

**MOVED** by Councillor Neufeld

That administration negotiate the 2008 Metal Recycling with interested parties within budget.

**CARRIED**

Reeve Newman recessed the meeting at 5:14 p.m. and reconvened the meeting at 5:25 p.m.

**MOTION 08-03-222**

**MOVED** by Councillor Wardley

That the following items be added to the agenda:

- 10. b) Aboriginal Framework
- 10. c) Hutch Lake

**CARRIED**

**10. b) Aboriginal Framework (ADDITION)**

**MOTION 08-03-223**

Requires Unanimous

**MOVED** by Councillor Braun

That a letter be sent through the Alberta Association of Municipal Districts & Counties to follow up on the Aboriginal consultation process.

**CARRIED UNANIMOUSLY**

**10. c) Hutch Lake (ADDITION)**

**MOTION 08-03-224**

**MOVED** by Deputy Reeve Sarapuk

Requires Unanimous

That a letter be sent to the Minister of Tourism, Parks and Recreation requesting a meeting regarding Hutch Lake.

**CARRIED UNANIMOUSLY**

**IN CAMERA SESSION:**

**MOTION 08-03-225**

**MOVED** by Councillor Toews

That Council move in-camera to discuss issues under the Freedom of Information and Protection of Privacy Regulations 18 (1) at 5:36 p.m.

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

**CARRIED**

**MOTION 08-03-226**

**MOVED** by Councillor Wardley

That Council move out of camera at 5:55 p.m.

**CARRIED**

**14. f) Zama Land Negotiations (ADDITION)**

**MOTION 08-03-227**

Requires Unanimous

**MOVED** by Councillor Wardley

That administration issue a request for proposals for the development of land in Zama.

**CARRIED UNANIMOUSLY**

**NEXT MEETING DATE:**

**14. a) Regular Council Meeting**

Regular Council Meeting  
Thursday, April 10, 2008  
10:00 a.m.  
Council Chambers, Fort Vermilion, AB

**ADJOURNMENT:**

**15. a) Adjournment**

**MOTION 08-03-228**

**MOVED** by Deputy Reeve Sarapuk

That the Regular Council meeting be adjourned at 5:57 p.m.

**CARRIED**

These minutes will be presented to Council for approval on Thursday, April 10, 2008.

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

\_\_\_\_\_  
Carol Gabriel, Executive Assistant

**DRAFT**

April 4, 2008

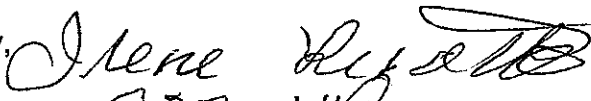
MacKenzie County Council  
Fort Vermilion

RE: MacKenzie Housing Authority

We would like respectfully to bring the following requests to your attention. It is our request that Fort Vermilion be provided with its own Housing Management Board and a supervisor of housing hired by that Board. This could be accomplished either by the splitting of the current Board or by establishing a separate Board as it was in the past. We strongly feel that the Board should seat members who are familiar with the community of Fort Vermilion and its unique needs. We are concerned that the supervisor of housing be knowledgeable with the client base of the Fort Vermilion area.

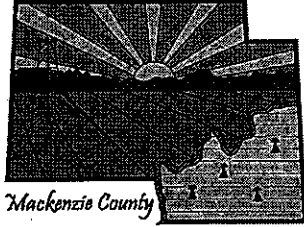
We are also requesting that the Council consider the establishment of a more adequate housing complex for seniors who are still able to care for themselves but wish to move into a more secure environment in the townsite. At this time, there is not an adequate facility. The only current possibility is Pioneer Homes which was erected in the 1970s and can no longer be considered a healthy living environment for elderly persons. As lifelong members of and valuable contributors to this community; the elderly should be provided with adequate opportunities for housing when they require it without having to move out of Fort Vermilion.

We respectfully ask that the MacKenzie County Council consider our requests.

Sincerely,   
927-4139  
841-4591

Concerned Citizens Committee of Fort Vermilion





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>April 10, 2008</b>
<b>Presented By:</b>	<b>William Kostiw, Chief Administrative Officer</b>
<b>Title:</b>	<b>Municipal Planning Commission Meeting Minutes February 28 &amp; March 12, 2008</b>

**BACKGROUND / PROPOSAL:**

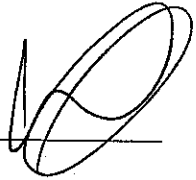
Information item. The adopted minutes of the February 28 and March 12, 2008 meeting are attached.

**OPTIONS & BENEFITS:**

**COSTS & SOURCE OF FUNDING:**

**RECOMMENDED ACTION:**

That the Municipal Planning Commission meeting minutes of February 28 and March 12, 2008 be received for information.

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





**Mackenzie County  
Municipal Planning Commission Meeting**

**Council Chambers  
Fort Vermillion, Alberta**

**Thursday, February 28, 2008 @ 6:00 p.m.**

**PRESENT**

Peter Braun	Chair, Councillor
Jack Eccles	Vice – Chair, MPC Member
Ed Froese	Councillor
Ryan Becker	Director of Planning and Emergency Services
Vicky Krahn	Planning Administrative Support
Liane Lambert	Development Officer

**ABSENT**

Manfred Gross	MPC Member
Beth Kappelar	MPC Member

**1. CALL TO ORDER**

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

**2. ADOPTION OF AGENDA**

**MOTION 08-34 MOVED** by Jack Eccles

That the agenda be adopted with the following addition:

- 4c) Development Permit Application 21-DP-08  
Henry and Maria Thiessen; 5 foot Fence with Variance  
Plan 982 5937, Block 23, Lot 28; La Crete

**CARRIED**

**3. ADOPTION OF MINUTES**

**MOTION 08-35 MOVED** by Ed Froese

That the minutes of the February 15, 2008 Municipal Planning Commission meeting be adopted as presented.

**CARRIED**

**4. DEVELOPMENT**

**a) Development Permit Application 19-DP-08  
Abe Wiebe; Bed and Breakfast  
Plan 022 6056, Block 2, Lot 2; La Crete**

**MOTION 08-36**      **MOVED** by Jack Eccles

That Development Permit 19-DP-08 on Plan 022 6056, Block 2, Lot 2 the name of Abe Wiebe, be approved with the following conditions:

- 1. This approval is for the operation of a Bed and Breakfast only. No Dwelling-Auxiliary Suites are approved with this development permit.**
2. Comply with applicable legislation under the Public Health Act and obtain the appropriate approvals prior to commencement of development. Contact the Health Inspector, Shane Hsussey at 841-3275.
3. Obtain all other approvals from other Government Agencies as required.
4. Comply with applicable Safety Codes standards and obtain the appropriate approvals and permits prior to commencement of development. Contact Superior Safety Codes at 928-4772.
5. 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.
6. An unlighted sign to identify the Bed and Breakfast may be placed in a window or exterior of the house and the sign shall not exceed 1.1 meters (12 square feet).
7. Provide adequate off street parking as follows: The minimum parking standards for a Bed and Breakfast are 1 space per each quest room, which in this case is 2 parking stalls. These parking stalls are required in addition to the parking required for your residence. *"One parking space, including the driveway area, shall occupy 27.87 square meters (300 square feet)."*
8. The municipality has assigned the following address to the noted property 9309-94<sup>th</sup> Street. You are required to display the address (9309) 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.

**CARRIED**

- b) Development Permit Application 20-DP-08  
Robert Bouma; Natural Resources Extraction Industry  
(Gravel Pit)  
NW 2-108-10-W6M; Rainbow Lake Area**

**MOTION 08-37**      **MOVED** by Ed Froese

That Development Permit 20-DP-08 on NW 2-108-10-W6M in the name of Robert Bouma be approved with the following conditions:

1. Subject to conditions of an approved MLL, MSL or TFA from Alberta Sustainable Resources Development.
2. The site, when depleted, must be reclaimed to Alberta Environmental Protection standards.
3. The total site area (lot) should have a positive surface drainage.

**CARRIED**

- c) Development Permit Application 21-DP-08  
Henry and Maria Thiessen; 5 foot Fence with Variance  
Plan 982 5937, Block 23, Lot 28; La Crete**

**MOTION 08-38**      **MOVED** by Ed Froese

That Development Permit 21-DP-08 on Plan 982 5937, Block 23, Lot 28 the name of Henry and Maria Thiessen, be approved with the following conditions:

1. The developer is required to obtain permission from Northern Lights Gas Co-op, ATCO Electric and Telus Communications prior to the commencement of construction
2. Approval of a fence with variance as noted in condition 2.
3. Maximum height of fence: Five (5) feet front yard, side yards and rear yard.
4. The fence shall not encroach onto adjacent properties.
5. Mackenzie County shall not be held liable for any concerns, issues or damages related to the fence or any part(s) thereof

resulting from any work being done on the utility right-of-way either by the County, any contractors hired by the County or any utility companies. Any removal and/or replacement of the fence required as a result of work being done on or in the utility right-of-way shall be borne by the landowner.

**CARRIED**

**5. SUBDIVISION**

- a) **Subdivision Application 46-SUB-06**  
**NE 13-106-14-W5M; 88 Connector Area**  
**Jacob F. Klassen/William Friesen**

**MOTION 08-39**      **MOVED** by Jack Eccles

That a time extension be granted for 46-SUB-06 on NE 13-106-14-W5M in the name of Jacob F. Klassen/William Friesen to expire June 30, 2008.

**CARRIED**

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

**MOTION 08-40**      **MOVED** by Ed Froese

That the approval for subdivision application 44-SUB-07 in the name of Peter Fehr/852886 Alberta Ltd. on Part of SW 9-106-15-W5M be amended to include the following conditions:

6. Provision of municipal reserve in the form of money in lieu. Specific amount to be based on 10% of the subject land at municipal assessed value. The current municipal assessed value for this property is \$1037.24 per acre. Municipal reserve is charged at 10%, which is \$103.72 per subdivided acre. 3.02 acres times \$103.72 equals \$313.23.

- j. That the proposed lots 1 and 2 be reduced from the east side by 5 meters (16.40 feet), thereby moving the proposed road west away from the southerly most Quonset to allow for the placement of the northeast property pin prior to registration.

- k. A revised future lot layout, by surveyor, of the remaining lands within the southwest portion of SW 9-106-15-W5M reflecting the road amendment shall be submitted to the County.

**CARRIED**

- c) **Subdivision Application 59-SUB-07  
NW 6-104-16-W5M; Steep Hill Creek/Tompkins Landing Area  
Joe Martens and Richard Martens**

**MOTION 08-41**      **MOVED** by Jack Eccles

That subdivision application 59-SUB-07 in the name of Joe Martens and Richard Martens on NW 6-104-16-W5M be approved with the following conditions:

1. This approval is for a single lot subdivision, 13.84 acres (5.60 hectares) in size.
2. Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.
3. Applicant/developer shall enter into a Developer's Agreement with the Mackenzie County which shall contain, but is not limited to:
  - a. Provision of access to the subdivision and the balance of the quarter in accordance with Mackenzie County standards and at the developer's expense.
  - b. All sewage disposals shall conform to the Alberta Private Sewage Treatment and Disposal Regulations. An approved private sewage permit is required prior to the registration of the subdivision.
  - c. Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
  - d. Dedication of the most westerly 5.18 metres of the proposed subdivision for future road widening.
  - e. Provision of utility right-of-way as required by Northern Lights Gas Co-op.

- f. Subdivision must meet ATCO Electric's conditions as follows:
- I. Provision of utility right-of-way as required by ATCO Electric, extending to an alignment 7.5 meters on either side of the power line center line along the west.
  - II. 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 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**

- d) Subdivision Application 02-SUB-08  
SE 11-108-13-W5M; Fort Vermilion Rural  
Roger Toews**

**MOTION 08-42      MOVED** by Ed Froese

That subdivision application 02-SUB-08 in the name of Roger Toews on SE 11-108-13-W5M be accepted with the following conditions.

1. This approval is for a single lot subdivision, 10 acres (4.04 hectares) in size.
2. Any outstanding property taxes are to be paid on the land proposed to be subdivided or arrangements made which are satisfactory to the municipality.

3. Applicant/developer shall enter into a Developer's Agreement with Mackenzie County which shall contain, but is not limited to:
  - a. 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.
  - b. All sewage disposals shall conform to the Alberta Private Sewage Treatment and Disposal Regulations.
  - c. Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
  - d. Provision of utility right-of-way as required by Northern Lights Gas Co-op and ATCO Electric.
  - e. Subdivision must meet ATCO Electric's conditions as follows:
    - i. Any existing power line easements and/or utility right of ways must remain in place.
    - ii. No driveways or approaches may be installed under the power line without first obtaining a Crossing Agreement from ATCO Electric.
    - iii. Costs associated with changes required to correct any line clearance problems as a result of the development shall be borne by the developer.
    - iv. Any costs incurred for the relocation or repair of the existing electrical facilities will be the responsibility of the developer.
    - v. No work shall proceed under the power line without written permission from ATCO Electric.

- vi. There must be 9 meters clearance from all building, trees, and materials to the power line. The existing and any future power line route will require maintenance of a cleared right-of-way to ground level and to a minimum width of 7.0 meters on either side of the line route. The owner should be aware of the potential for brushing along the existing and possible future power line alignment.

**CARRIED**

- e) **Subdivision Application 03-SUB-08  
NE 11-108-12-W5M; Fort Vermilion Rural  
Vance Clarke**

**MOTION 08-43**      **MOVED** by Jack Eccles

That subdivision application 03-SUB-08 in the name of Vance Clarke on NE 11-108-12-W5M be accepted with the following conditions.

1. This approval is for a single lot subdivision, 10 acres (4.04 hectares) in size.
2. Any outstanding property taxes are to be paid on the land proposed to be subdivided or arrangements made which are satisfactory to the municipality.
3. Applicant/developer shall enter into a Developer's Agreement with Mackenzie County which shall contain, but is not limited to:
  - a. 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.
  - b. All sewage disposals shall conform to the Alberta Private Sewage Treatment and Disposal Regulations.



- c. Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
- d. Dedication of the most easterly 5.18 metres of the proposed subdivision for future road widening.
- e. Provision of utility right-of-way as required by ATCO Electric.
- f. Subdivision must meet ATCO Electric's conditions as follows:
  - i. Any existing power line easements and/or utility right of ways must remain in place.
  - ii. No driveways or approaches may be installed under the power line without first obtaining a Crossing Agreement from ATCO Electric.
  - iii. Costs associated with changes required to correct any line clearance problems as a result of the development shall be borne by the developer.
  - iv. Any costs incurred for the relocation or repair of the existing electrical facilities will be the responsibility of the developer.
  - v. No work shall proceed under the power line without written permission from ATCO Electric.
  - vi. There must be 9 meters clearance from all building, trees, and materials to the power line. The existing and any future power line route will require maintenance of a cleared right-of-way to ground level and to a minimum width of 7.0 meters on either side of the line route. The owner should be aware of the potential for brushing along

the existing and possible future power line alignment.

**CARRIED**

- f) **Subdivision Application 05-SUB-08  
NW 15-110-18-W5M; High Level Rural  
Dorothe Unka**

**MOTION 08-44**      **MOVED** by Ed Froese

That subdivision application 05-SUB-08 in the name of Dorothe Unka on NW 15-110-18-W5M be accepted with the following conditions.

1. This approval is for a single lot subdivision, 10 acres (4.04 hectares) in size.
2. Any outstanding property taxes are to be paid on the land proposed to be subdivided or arrangements made which are satisfactory to the municipality.
3. Applicant/developer shall enter into a Developer's Agreement with Mackenzie County which shall contain, but is not limited to:
  - a. 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.
  - b. All sewage disposals shall conform to the Alberta Private Sewage Treatment and Disposal Regulations.
  - c. Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
  - d. Provision of utility right-of-way as required by ATCO Electric.
  - e. Subdivision must meet ATCO Electric's conditions as follows:

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

**CARRIED**

**6. MISCELLANEOUS ITEMS**

**a) Action List**

The Action List of February 15, 2008 was reviewed.

7. **IN CAMERA**

There were no In Camera items to discuss.

8. **NEXT MEETING DATES**

Municipal Planning Commission meeting dates are scheduled as follows:

- ❖ Wednesday, March 12<sup>th</sup> at 1:00 p.m. in La Crete
- ❖ Thursday, March 27<sup>th</sup> at 6:00 p.m. in Fort Vermilion

9. **ADJOURNMENT**

**MOTION 08-45**      **MOVED** by Jack Eccles

That the meeting be adjourned at 6:59 p.m.

**CARRIED**

These minutes were adopted this 12<sup>th</sup> day of March 2008.

**Mackenzie County  
Municipal Planning Commission Meeting**

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

**Wednesday, March 12, 2008 @ 1:00 p.m.**

**PRESENT**

Peter Braun	Chair, Councillor
Jack Eccles	Vice – Chair, MPC Member
Ed Froese	Councillor
Beth Kappelar	MPC Member
Ryan Becker	Director of Planning and Emergency Services
Marion Krahn	Development Officer
Vicky Krahn	Planning Administrative Support

**ABSENT**

Manfred Gross	MPC Member
---------------	------------

**1. CALL TO ORDER**

Peter Braun called the meeting to order at 1:06 p.m.

**2. ADOPTION OF AGENDA**

**MOTION 08-46**      **MOVED** by Beth Kappelar

That the agenda be adopted as presented.

**CARRIED**

**3. ADOPTION OF MINUTES**

**MOTION 08-47**      **MOVED** by Ed Froese

That the minutes of the February 28, 2008 Municipal Planning Commission meeting be adopted as presented.

**CARRIED**

5. **SUBDIVISION**

a) **Subdivision Application 27-SUB-07  
NE 10-106-15-W5M; La Crete  
Dan Derksen and Henry Fehr**

Subdivision 27-SUB-07 in the name of Dan Derksen and Henry Fehr was presented to the Municipal Planning Commission at the July 24<sup>th</sup> meeting for decision and was approved. The developers proceeded to register the subdivision and commenced construction of the infrastructure. At some point during the installation of the water and sewer lines the developers discovered that the adjacent landowner to the east had installed water and sewer lines across their lot 11 to the west property line of his lot. The adjacent landowner did not have approval from these developers nor did he have the approval from the County.

The matter of the unauthorized water and sewer lines is being presented to the Municipal Planning Commission for decision.

Administration stated that asbuilts are required for all subdivisions within an urban area as once all inspections of the infrastructure have been approved, maintaining the infrastructure becomes the responsibility of the County. It is important for the County to know exactly where all water and sewer lines are situated. Furthermore, if the unauthorized water and sewer lines are to remain, a right-of way will need to be registered against the lands to ensure that the County will have access to the water and sewer lines plus ensure that these lands will not be disturbed with any development.

Administration stated that the developers employed FOCUS Corporation to determine a fair reimbursement of a portion of their water and sewer installation costs as the adjacent landowner is benefiting from their development.

The Municipal Planning Commission stated that solving the water and sewer installation costs is not the County's responsibility; the responsibility lies with the developers and adjacent landowner to the east of the subdivision.

The Director of Planning and Emergency Services stated that he will set up a meeting with the developers and the adjacent landowner to the east to discuss this matter.

**MOTION 08-48      MOVED** by Beth Kappelar

That the unauthorized water and sewer lines on Plan 072 7718, Block 2, Lot 11, being part of subdivision 27-DP-07 on NE 10-106-15-W5M in the name of Dan Derksen and Henry Fehr, be received as information.

**CARRIED**

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

**MOTION 08-49      MOVED** by Jack Eccles

That the approval for subdivision application 44-SUB-07 in the name of Peter Fehr on Part of SW 9-106-15-W5M be amended to include the following conditions:

- 3k) The southerly most Quonset shall be addressed by one of the following:
- I. That the proposed lots 1 and 2 be reduced from the east side by 5 meters (16.40 feet), thereby moving the proposed road west away from the southerly most Quonset to allow for the placement of the northeast property pin prior to registration, and a revised future lot layout, by surveyor, of the remaining lands within the southwest portion of SW 9-106-15-W5M reflecting the road amendment shall be submitted to the County, OR
  - II. The southerly most Quonset shall be removed from the lands by October 1, 2008. Certified funds in the amount of \$5000 shall be provided as security for the removal of the southerly most Quonset. 852886 Alberta Ltd. assumes full responsibility and costs for the removal of the Quonset by this date. Furthermore, the northeast property pin shall also be placed in its required location by October 1, 2008. Failure to remove the southerly most Quonset and failure to place the northeast property pin by October 1, 2008 will result in Mackenzie County using the certified funds to pay for the removal of the Quonset and the placement of the property pin. No extensions of this date will be granted.

**CARRIED**

6. **MISCELLANEOUS ITEMS**

a) **Motion 07-347 Foothills Industrial Park**

**MOTION 08-50**      **MOVED** by Beth Kappelar

That motion 07-347, for the possible rezoning of Plan 062 6286, Block 23, Lots 1 through 8 from Hamlet Industrial District 1 (HI1) to Hamlet Industrial District 3 (HI3), be retracted.

**CARRIED**

b) **Rezoning Discussion**

Land Use Bylaw Amendment requests (rezoning) are presented to Council for decision, Peter Braun questioned if the Municipal Planning Commission would like to have input into the requests prior to presentation to Council.

The Municipal Planning Commission stated that this would be a good idea as this board is the first to review subdivision and development applications. Presentation of the rezoning requests would make the Municipal Planning Commission aware of the projects that are forthcoming as well as give this board the opportunity to express their opinions in regards to each individual project. The Municipal Planning Commission's recommendation could then be presented to Council for consideration.

**MOTION 08-51**      **MOVED** by Beth Kappelar

That all Land Use Bylaw Amendment requests be presented to the Municipal Planning Commission prior to presentation to Council in order for the Municipal Planning Commission to be able to contribute to Council's decision.

**CARRIED**

c) **Action List**

The Action List of February 28, 2008 was reviewed.



**d) Review Draft Municipal Development Plan and Draft Land Use Bylaw**

To be discussed later on in the meeting.

**7. IN CAMERA**

There were no In Camera items to discuss.

**6. MISCELLANEOUS ITEMS**

**e) Review Draft Municipal Development Plan and Draft Land Use Bylaw**

The Municipal Planning Commission provided comments in regards to the Municipal Development Plan and Land Use Bylaw drafts. These comments will be incorporated when the development department reviews and revises the draft documents.

The Director of Planning stated that presentation to Council for first reading is tentatively scheduled for April 23, 2008. Public meetings held in La Crete, Fort Vermilion and Zama are tentatively scheduled for sometime in May or beginning of June.

**8. NEXT MEETING DATES**

Municipal Planning Commission meeting dates are scheduled as follows:

- ❖ Thursday, March 27<sup>th</sup> at 6:00 p.m. in Fort Vermilion
- ❖ Friday, April 11<sup>th</sup> at 10:00 a.m. in La Crete  
(review Draft Land Use Bylaw and Draft Municipal Development Plan)
- ❖ Monday, April 14<sup>th</sup> at 10:00 a.m. in La Crete
- ❖ Thursday, April 24<sup>th</sup> at 6:00 p.m. in Fort Vermilion

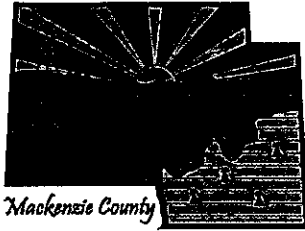
**9. ADJOURNMENT**

**MOTION 08-52**      **MOVED** by Beth Kappelar

That the meeting be adjourned at 3:09 p.m.

**CARRIED**

These minutes were adopted this 27<sup>th</sup> day of  
March 2008.



## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>April 10, 2008</b>
<b>Presented By:</b>	<b>John Klassen, Director of Environmental Services</b>
<b>Title:</b>	<b>Minutes of the February 27, 2008 Parks and Recreation Committee Meeting</b>

### BACKGROUND / PROPOSAL:

Minutes of the February 27, 2008 Parks and Recreation Committee Meeting are attached.

### OPTIONS & BENEFITS:

### COSTS & SOURCE OF FUNDING:

### RECOMMENDED ACTION:

That the minutes of the February 27, 2008 Parks and Recreation Committee Meeting be adopted as presented.

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



**MACKENZIE COUNTY  
PARKS AND RECREATION COMMITTEE**

February 27, 2008  
12:00 p.m.

Town Office  
High Level, Alberta

**MINUTES**

**PRESENT:** Peter Braun                      Councilor  
John W Driedger                      Councilor  
Lisa Wardley                              Councilor  
Dicky Driedger                          Councilor

**ALSO PRESENT:** John Klassen                      Director of Environmental Services  
MaryJane Driedger                      Public Works Administrative Officer  
Connie Friesen                          Public Works Administrative Officer  
Ryan Becker                              Director of Planning (arrived at 1:18pm)

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

Lisa Wardley called the meeting to order at 12:35pm

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

**MOTION 08-009**                      **MOVED** by Councilor Braun

That the agenda for February 27, 2008 be adopted as presented.

**CARRIED**

**MINUTES:**                      3.    a)    **Adoption of the January 10, 2008 minutes**

**MOTION 08-010**                      **MOVED** by Councilor Driedger

That the minutes of the January 10, 2008 Parks & Recreation Committee Meeting be adopted as presented.

**CARRIED**

**OPERATIONAL SERVICES:**                      4.    a)    **Machesis Lake**

The committee reviewed the proposed Machesis Lake agreement. The committee recommends a 12 month notice time for terminating the agreement. The committee also has concerns with not being able to remove the County's improvements in case the agreement is terminated.

#### Delegation Ray Gibson 2:00pm

Ray mentioned that Provincial Parks would be negotiable with items that got added to the campground but items that are replaced Provincial Parks would most likely want to keep at the site. Detailed requests must be prepared for any items added or replaced at the campground and presented to Provincial Parks for approval. The County must also document which items they would want removed should the agreement be terminated.

Ray mentioned that he did not foresee a problem changing the agreement to a 12 month terminating timeframe. Lisa stated the County does not have an out clause and would like to see that in the agreement and Ray did not see that being an issue to add to the agreement. Although Ray would have to check with lawyers in regards to the "without cause" issue in the agreement.

John asked Ray who the County would need to contact if the County were to install floating islands in the lake. Ray mentioned that the contact would be Alberta Fisheries and Alberta Environment.

Ray will make the requested changes in the agreement and will send it to John within in a month.

#### **b) Hutch Lake**

A letter is currently being drafted from Council to the Minister of Recreation requesting that Hutch Lake be turned back into a provincial park.

A survey was done by the Town of High Level back when they were pursuing the operation of Hutch Lake and it was rejected. Provincial Parks at that time decided that they would get the survey done which also did not get approved. At this point Ray had no information on the reason that the survey done by Provincial Parks was not accepted. The Town of High Level at that time decided to walk away and Provincial Parks operated Hutch Lake for two years with minimal service. Ray said he would look into the reasons for the rejection of the survey. The site has since been deregulated and turned over to SRD. The day use area is under the direction of Alberta Environment.

Lisa Wardley asked Ray if there was an agreement with SRD to operate it for the next year and Ray said that there was no agreement in place.

Before the site is completely shut down Lisa Wardley requested for Provincial Parks to contact the County. Ray agreed to do so.

Ray left at 2:55pm

**c) Atlas Campground – background information**

Lisa Wardley mentioned the possibility of preparing an operating agreement for Atlas Campground and tendering it out for non-profit groups to apply for. Peter Braun suggested that administration prepare an operating agreement. John replied that a non-profit group brought this issue forward and suggested that any group interested in the Atlas Campground prepare an operating agreement for the County to review. John will request the non-profit group prepare a proposal and area structure plan and bring it forth at the next Parks & Recreation Committee meeting.

The Tompkins Campground was asked to prepare an operators agreement themselves and bring it back to the County for their review.

**MOTION 08-011**

**MOVED** by Councilor J. Driedger

That the Parks and Recreation Committee recommend to Council that Mackenzie County pursue securing the lease and associated survey costs for the Atlas Recreation Area and a five year agreement with a local non-profit group subject to a detailed operator's agreement with funding coming from the Parks and Recreation budget.

**CARRIED**

**d) Bridge Campground**

Councilor Newman was going to discuss the issue of the campground to the Fort Vermilion Recreation Board as per the last meeting.

**MOTION 08-012**

**MOVED** by Councilor Braun

That the Bridge Campground be tabled to the next meeting for more information.

**CARRIED**

**e) Floating Islands**

John updated the committee on what the floating islands do and how they help to clean up lakes and ponds. Lisa Wardley suggested researching for grant money to go towards such a project. John also suggested carp which are fish that help clean lakes and ponds. Lisa Wardley mentioned a bio haven product that they used at the Fish Pond in Zama that cleans up rotting vegetation.

**MOTION 08-013**

**MOVED** by Councilor Braun

That administration look into grant funding for floating islands, as well as research the bio haven product from Canadian Pond and the costs of carp to clean up Tourangeau Lake and Machesis Lake.

**CARRIED**

**f) FRIAA Dues**

**MOTION 08-014**

**MOVED** by Councilor D. Driedger

That the FRIAA Dues be tabled to the next meeting.

**CARRIED**

**g) Proposed Municipal Parks Bylaw 506/05**

**MOTION 08-015**

**MOVED** by Councilor J. Driedger

That the Proposed Municipal Parks Bylaw 506/05 be tabled to the next meeting.

**CARRIED**

**h) 2008 Budget Review**

**MOTION 08-016**

**MOVED** by Councilor Braun

That the 2008 Budget Review be tabled to the next meeting.

**CARRIED**

**ADDITIONAL  
ITEMS:**

5. a) No added items.



**NEXT MEETING**

**DATE:**

6. a) **Parks and Recreation Committee Meeting  
Council Chambers, Fort Vermilion**

The next Parks and Recreation Committee Meeting is scheduled for March 26, 2008 at 12:00pm at Fort Vermilion Council Chambers.

**ADJOURNMENT:**

7. a) **Adjournment**

**MOTION 08-017**

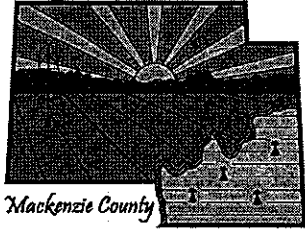
**MOVED** by Councillor J. Driedger

That the Parks and Recreation Committee meeting be adjourned at 2:58pm.

**CARRIED**

These minutes were adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2008.





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>April 10, 2008</b>
<b>Presented By:</b>	<b>William Kostiw, Chief Administrative Officer</b>
<b>Title:</b>	<b>CAO &amp; Director Reports</b>

**BACKGROUND / PROPOSAL:**

See attached Director reports.

**OPTIONS & BENEFITS:**

**COSTS & SOURCE OF FUNDING:**

**RECOMMENDED ACTION:**

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

Author: W. Kostiw Reviewed By: \_\_\_\_\_ CAO 



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

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Page 1

**Attended the following meetings:**

March 3 – Offsite levy workshop  
March 4 – Managers meeting  
March 7 – La Crete Chamber of Commerce AGM  
March 11 – Council meeting  
March 14 – Municipal Grants Management Application training in Peace River  
March 17-19 – AAMD&C  
March 20 – Municipal Heritage Program – met with Marilee and Sandra  
March 26 – Council meeting

**Personnel update:**

We offered the Accounting Clerk position to one individual and now awaiting for the acceptance documents to be signed.

**Administration, projects and activities:**

⇒ 2007 Year End

Auditors were here March 10 to March 19. We are in the process of finalizing the 2007 Financial Statements and Financial Information Return. The 2007 draft statements will be presented for the detailed review by the Finance Committee at their April 23 meeting, with the submission of FIR to Municipal Affairs to follow by May 1. Auditors are scheduled to attend May 6 Council meeting to do their presentation to Council.

⇒ Alberta Transportation grant programs

NDCC, SIP, AMIP and RTG statement of expenditures and new applications for programs acceptance were filed.

⇒ 2008 Assessment

We received and downloaded our new assessment for the 2008 taxation year. We will be drafting our new tax bylaw as soon as we receive the school requisition amounts from Alberta Learning. The final assessment figurers will be presented to Council at the May 6 meeting together with the final 2008 operating and capital budgets.

⇒ Upcoming activities

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

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

Page 2

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- Prepare grant application for the Zama Building as soon as possible
- Prepare new Applications for Program Acceptance for MSI grants by June 1
- Prepare the 2008 Tax Bylaw by April 30
- Prepare the 2008 Budget documents for final approval by April 30
- Finalize investment policy review (currently waiting for replies from the banks as directed by Finance Committee)
- Prepare and submit debenture borrowing applications by May 15 for the Zama projects
- Offsite levy review (working together with other departments and an engineering firm)
- Tangible Capital Assets project – new funding was announced for this project; the County received \$35,414. We will be advertising for a temporary accounting clerk position to assist with the TCA implementation (6-month position). This is an ongoing project.
- Utilities rates review
- AUPE negotiations – assist with preparation for this process

In general, the department is doing well and is on track with the tasks, although we are short one position right now (Accounting Clerk in Fort Vermilion).

Respectfully submitted,

Joulia Whittleton



*Planning & Emergency Services*

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

*E-mail: rbecker@mackenziecounty.com*

## **Planning & Emergency Services Report March 2008**

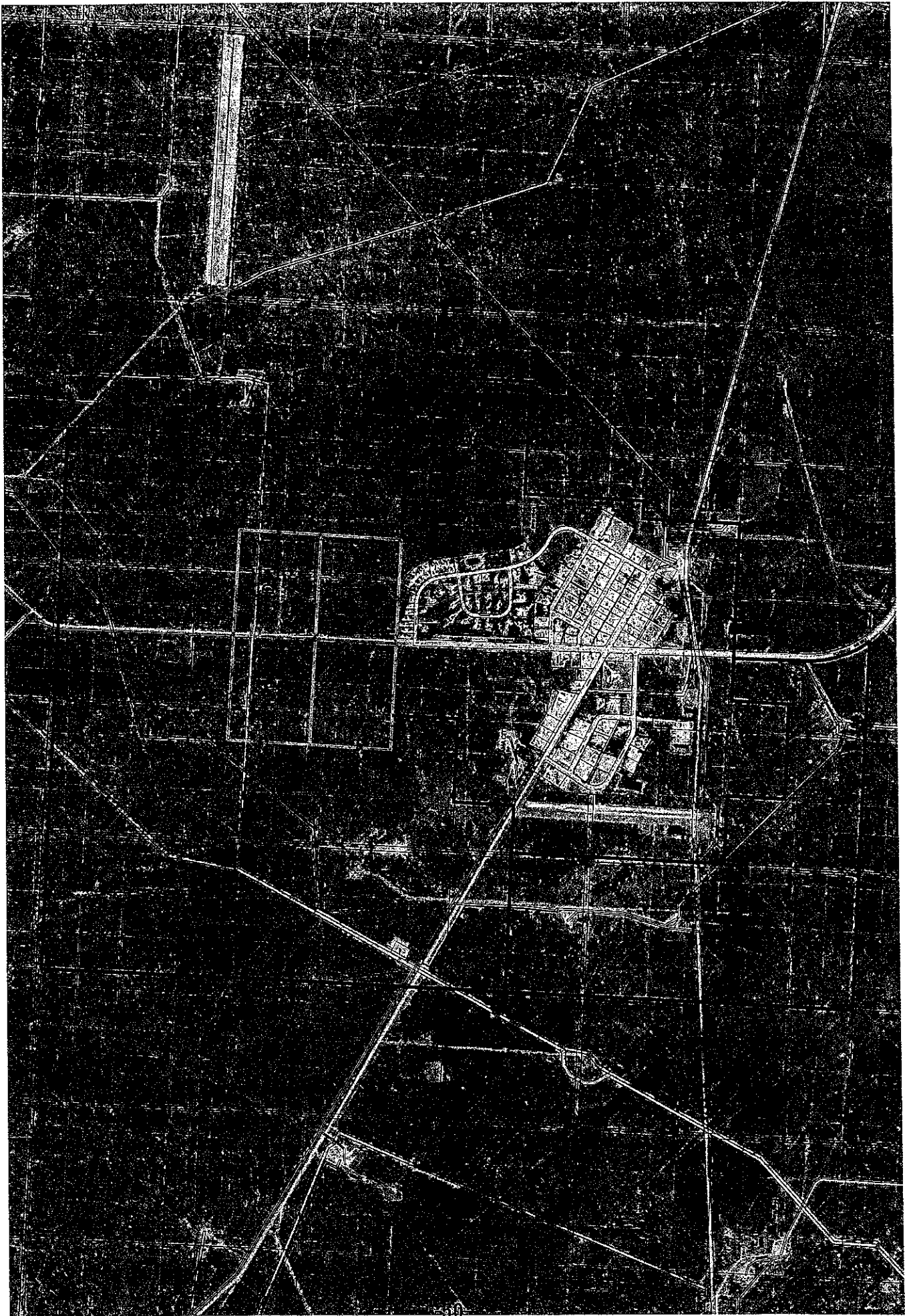
Work continues on purchasing the lands in Zama for residential and commercial expansion. A new application has been submitted asking for additional acres of land North and West of the current boundaries. After consulting with ASRD, they suggested to break off several smaller parcels of land that could be offered for sale first. By doing this, the acquisition process will be faster. 4 small 75 acre parcels will be asked for first Parcel A through D are labeled for reference on the attached aerial photographs.

I attended several courses at the U of A this past month dealing with Planning and Development.

Discussions continue with ISL Engineering on the Land Use By law review as well as the Municipal Development Plan. The review of the Land Use Bylaw has been completed by the Planning staff. The Municipal Development Plan will need to be reviewed by Administration and then reviewed by Council. It requires a more coordinated and thoughtful approach.

Work continues with Telus on the ability to work towards a Mike Private Network and costs are currently being worked on. I will have the RFD for council to consider in May.

R.N.BECKER  
Director, Planning & Emergency Services







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## Mackenzie County

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

# Emergency Services – Operations Report March 2008

### Statistics:

Fire/EMS Station	EHS Unit #	Monthly EMS Calls	YTD EMS Calls	YTD Fire Calls
La Crete	1491 / 1420	30	89	8 / 4*
Fort Vermilion	1685	11	33	1
High Level	1686	5	36	-
Zama	1684	3	11	1
<b>Total Calls</b>		<b>49</b>	<b>169</b>	<b>14</b>

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

\*La Crete Station 2 (Tompkins/Bluehills)

### Staffing:

Recruiting for District 2, High Level – Zama is still underway.

### Ambulance Units:

Ambulance unit 1686 inspection was completed with minor repairs required.

### Administration:

Alberta Health and Wellness completed their training of EMS administration on the new records management program for tracking EMS calls and patient information.

Alberta Emergency Management Agency District Officer was up to review programs and the Municipal Emergency Plan.

### Dispatch & Communications:

Administration has been in regular contact with Telus regarding the Mike communication systems.

Communications issues are still arising; steps have been taken to utilize the Mike phones more often during disruptions.

### **Capital Projects:**

Quotes for the ambulance replacement for La Crete are currently being reviewed.

The 2008 portion of the Zama Fire Guard is now complete with only a few small sections still existing. Administration is working with SRD to work out issues related to crossing agreements and additional estimates for completion.

### **Training and Education:**

International Trauma Life Support (ITLS) training was instructed in-house to County EMS and fire personnel.

Practitioners are still receiving training regarding the proper usage of the new Patient Care Reports.

Alberta Health completed the final training of administration regarding the new computer based information system for the County.

Regular weekly EMS training is available every Tuesday evening at the La Crete County office.

### **Building Repairs and Maintenance:**

Issues related to water leakage in the roof of the Fort Vermilion Fire station were addressed; repairs may need to be undertaken in the late spring.

Lighting issues have also been addressed at both the La Crete Fire and ambulance stations. Several ballasts are no longer working and others have exceeded their life expectancy.

### **Public Awareness:**

Regular articles have continued to be included in the County Image.

EMS was in attendance at the Challenge Cup as well as the Snowmobile races in La Crete.



CAO REPORT TO COUNCIL  
April 10, 2008

This report is an overview of Mackenzie County operations and projects. Over the past few months we have been finalizing 2007 projects and preparing for 2008 projects and events. Most 2008 major projects are in the works with the exception of government projects such as Resource Roads and highways. Council may wish to request meetings with the Minister or the Premier to further these projects.

We certainly have a very full work schedule for 2008 and all the projects will be reviewed during the final budget review in May 2008. Project costs are very volatile due to the high cost of oil and other construction materials. Once final budgets are set, I intend to review each department's operation in depth to ensure essential values and standards of service to ratepayers are in order.

We still have some inter-municipal and regional matters to resolve, which we are working on. I feel that the County affairs are in good order and that we are getting much better control of our external consultants.

In summary, the County staff, consultants and contractors are working in harmony to provide the best level of service to Council and ratepayers. We certainly look to Council for direction and advice on all municipal matters and I look forward to the construction season.

Thank you.

William Kostiw  
CAO

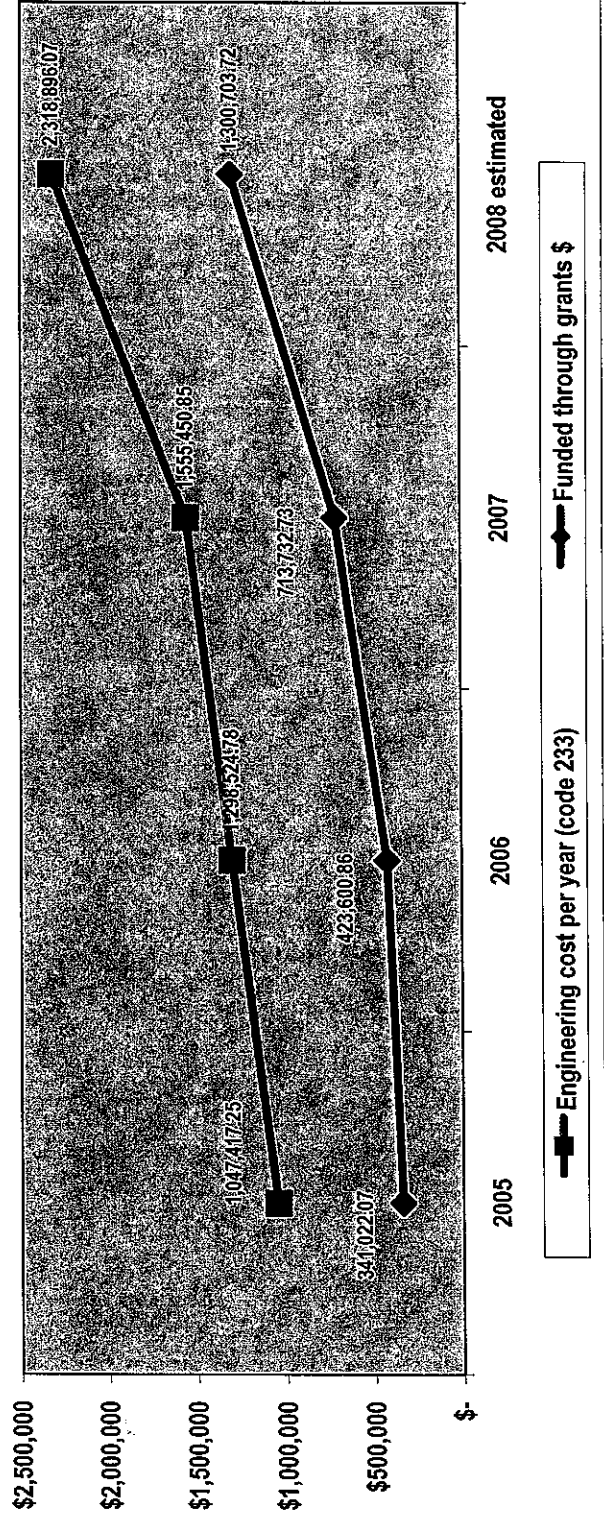
Attachments:

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Mackenzie County  
Engineering Statistics

	2005	2006	2007	2008, estimated
Engineering cost per year (code 233)	1,047,417.25	1,298,524.78	1,555,450.85	2,318,896.07
Funded through grants \$	341,022.07	423,600.86	713,732.73	1,300,703.72
Funded through grants %	33%	33%	46%	56%
County's Share	706,395.18	874,923.92	841,718.12	1,018,192.35

Mackenzie County - Engineering statistics









Report: April 3, 2008

Report by: Willi Granson, Kevin Osowetski and Bernard Trevor

### **Observation Summary:**

**An aerial observation performed today by Alberta Environment located the ice front on the Peace River at km 427.25 (roughly 31 km downstream of the bridges at the Town of Peace River) at 13:35 MDT.** Breakup on the Peace River is proceeding thermally and the river water level has dropped as a result of the ice cover moving downstream. Other major rivers in the Peace region are still ice covered. Alberta Environment remains in contact with BC Hydro regarding operation of their facilities.

### **Observation Details:**

#### Peace River

- km 415 to 422 – 70% of the channel is open with 10% surface ice coverage composed of brash ice;
- km 423 to km 425.25 – Surface ice coverage is 15% composed of broken sheets of ice;
- km 425.25 to km 426 – Very slowly moving brash ice in a constricted reach;
- km 426 to km 427.25 – 30% of the channel is open;
- km 427.25 – Ice front location at 13:35 MDT;
- km 431 to km 431 – String of open leads along centerline;
- km 427.25 to km 434 – Thermal darkening of ice cover along centerline;
- km 434.5 to km 435.5 – Open lead near right side of channel;
- km 436 to km 460 – Snow on ice surface;
- km 455 – Whitemud River is still snow covered.

#### Smoky River

- km 0 to km 17 – Snow on ice surface;
- km 17 to km 75 – Approximately 70% of the snow cover has melted and refrozen. Short, narrow open leads are present on the outside portions of the sharper bends.

#### Little Smoky River

- km 0 to km 61 – Numerous short open leads, which are starting to spill water onto the ice cover.
- km 43.5 – Wabatanisk Creek is showing flow on top of the ice cover. This is the only tributary observed during the flight that is running.

#### Heart River

- No changes since March 31 observation.

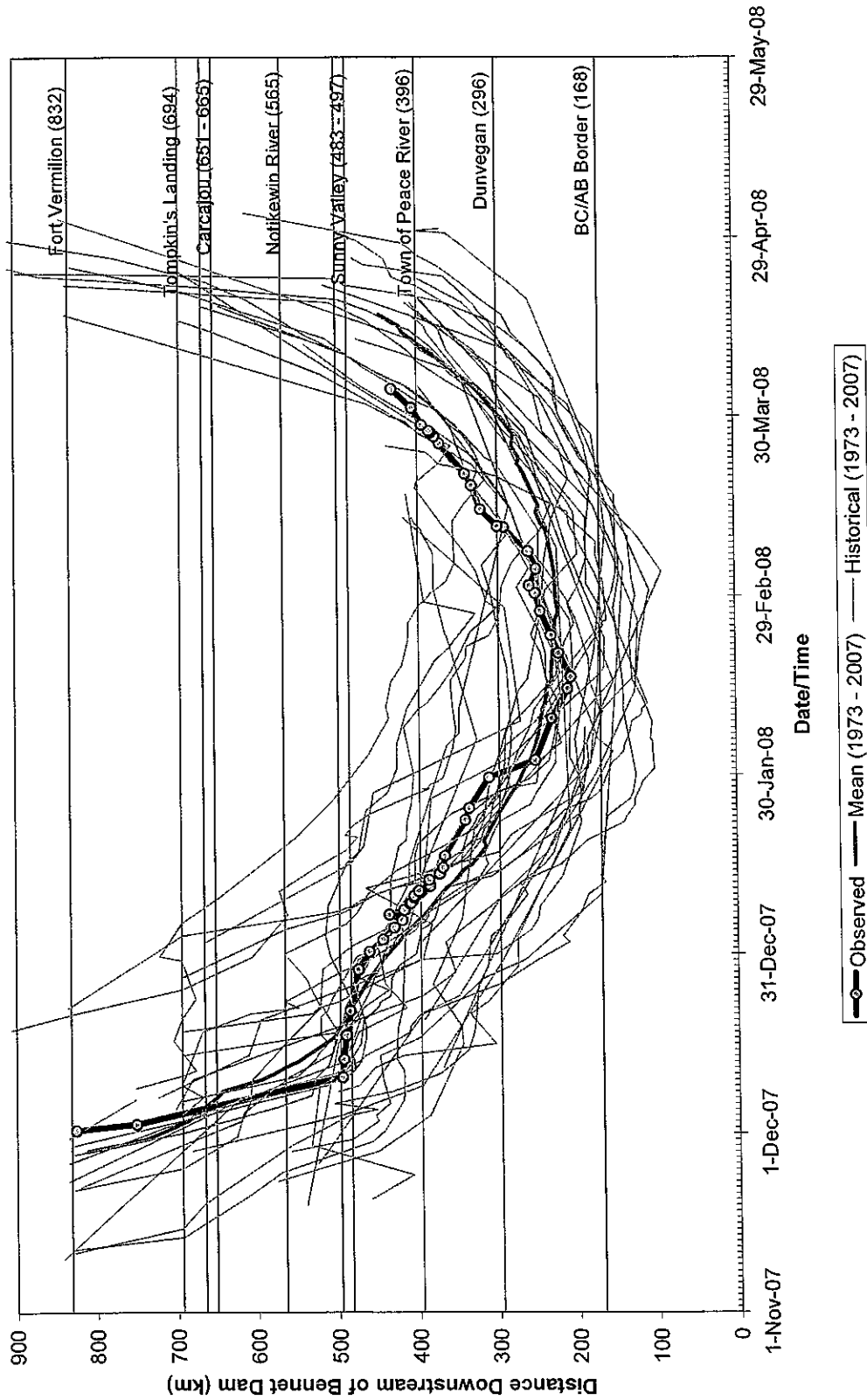
**Temperature Forecast:**

The following table contains Environment Canada's forecast daily maximum and minimum temperatures through to Tuesday, April 8, 2008.

Location	Today	Saturday	Sunday	Monday	Tuesday
Ft. St. John	6/-4	6/-3	8/-2	3/-4	5/-6
Peace River	3/-7	3/-5	8/-4	5/-6	6/-8
High Level	-6/-10	-1/-10	5/-8	10/-3	6/-3

The next observation flight is scheduled for April 8<sup>th</sup>.

# Observed Peace River Ice Front Locations 2007/08



## Carol Gabriel

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**From:** Bill Rogan [brogan1@countyp.ab.ca]

**Sent:** Friday, April 04, 2008 9:12 AM

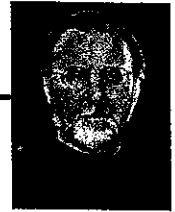
**To:** Tarolyn Aaserud-Peace; Ray Coad, CAO; Carol Gabriel; Lucien Turcotte, Administrator; Irene Cooper, Manager; Jim Squire; ben@mdfairview.ab.ca; Gilles Lussier, CAO; Jeff Renaud; Lyle McKen, CAO; Dianne Nellis

**Subject:** Zone and Deputy meeting

*April*

Morning folks. Just a reminder our zone meeting is the 25th in Manning. Should have an agenda out to you later next week. If there is any item last minute you'd like us to put on please let me know and we can try to accomadate. As well AARMA has our annual meeting with select deputy ministers on the 18th (just confirmed). Each AARMA director is allowed to bring one other rep from their zone. Anyone interested in attending with me? If I have more than 1 I will draw from a hat. The meeting is usually scheduled for about 10-3 in Edmonton at Municipal Affairs. We have an AARMA exec meeting the evening of the 17th and you would be welcome to attend that as well if you were interested. Travel costs would have to come from your own md/county. Please let me know if your interested no later than noon Monday as I need to get the attendee list top Val to move on to Municipal Affairs. Thanks





by George B. Cuff

# WHEN MAYORS AND COUNCILLORS CLASH

I previously wrote on the impact and results of clashes between mayors (and councillors) and their chief administrative officers. These tend to garner many of the headlines in terms of negative publicity impacting municipalities across Canada. But what about the clashes which occur from time to time between strong mayors and members of their councils?

## Sources of Conflict

There are likely as many sources of conflict as there are instances wherein these types of problems occur. Most of these boil down to dysfunctional interpersonal relationships, while others may be attributed to discordant views of the future.

## Submitting to the Majority

The mayor may be viewed as particularly bull-headed and unwilling to listen to colleagues on council. In such instances, the mayor may think the legislation grants the office of mayor almost unfettered powers and, as a result, may be offended when a member of council questions the sole right of the mayor to

choose. In virtually every jurisdiction across Canada, mayors co-equal powers to their council colleagues. The key to mayors being successful in the long run depends on their willingness to follow proper protocol and act only upon the prior authorized support of the council, as witnessed by their approved motion to act. This requires that the mayor submit to the majority decision on all issues – regardless of whether the mayor voted in support of what council approved. There are few examples of legislation around the world that provide Mugabe-like powers to one person.

## Acting Unilaterally

As a corollary of the above, a mayor is also not expected to initiate action on behalf of council that has not been previously legitimized by council by prior resolution and/or (depending upon the proposed action) by the approved budget. Thus, the mayor cannot suggest to a developer that the services to proposed development will be connected in three months, or tell a particular supplier that they will be able to rely on the municipality to utilize their services, or assure

the current auditor that their contract will be renewed. Any of the foregoing suggest that council has already made those decisions (or that the CAO can be so directed by the mayor). Such commitments would be totally inappropriate, and would undermine the independence and credibility of the council. Council as a whole has every right to demand that the mayor clarify his or her actions and, indeed the council should act as a brake on such action. The CAO may also need to do so – but will be far more vulnerable when doing so.

## Being Respectful

A further source of conflict between members of council and the mayor lies in the lack of respect paid to the office of mayor as leader of the council. Whether or not councillors “like” the mayor is not the issue here. What *does* detract from the ability of a council to function effectively is the sense that regardless of what the mayor suggests, a faction of council is going to be opposed.

There needs to be at least a modicum of respect paid to the mayor both inside and outside the council chambers if council as a whole is to be viewed as functional. Support for the chair is essential to the capacity of the council to act with clarity and conviction.

George B. Cuff, CMC, our *governance zone* expert, has been involved in local government in one way or another since 1970. He has been a recreation and youth specialist, a department head, a mayor for 12 years and a consultant/advisor to municipalities since 1976. He is the author of *Making a Difference: Cuff's Guide for Municipal Leaders, Volumes 1 and 2*, published by *Municipal World*, as well as dozens of magazine articles and columns in *Municipal World* since 1984.

## Campaigning Early

A fourth source of conflict stems from someone (often the councillor who led the polls) deciding about a day after the last election that he or she should have run for the mayor's chair. As a result, the posturing and pontificating begins almost immediately, and every opportunity to be viewed as the "next choice for leader" is embraced with enthusiasm. Thus, even minor matters are portrayed as having caused offence; and other councillors are lobbied vigorously before each meeting ("Can I count on your support?" – the obvious response should be, "What?" Do you want me to ignore the potentially valuable contributions of our colleagues at the table even before we hear them?"). The game-playing is evident to all, and smacks of childish, schoolyard behaviour.

## Past and Unresolved Conflict

Conflict also arises wherein the mayor and a member of council have not, for whatever historical reasons, "hit it off" and thus the temperature of the room rises whenever it is graced by the presence of both combatants. Such conflict can stem from a perceived slight to a bad business deal. While it is expected that any personal animosity is set aside in the best interests of the welfare of all citizens, sometimes the predilection for distasteful comments by one or other party slips lower than adult maturity levels normally record, and the fight is on.

## Left-Right Conundrum

While seemingly a larger issue in certain provinces than others, councils

can split over an individual member's party affiliation at the provincial or national level. Thus, an issue that is well outside the purview of a council can be used as a battering ram when making a point in chambers. If the mayor is a Conservative supporter at the national level and other members of council are card-carrying members of the Liberal or NDP party, it seems to be argued that one side must occupy the moral high-ground on most issues relative to the other. After all, what portion of the newly-annexed land to be scheduled for service next must reflect a bias towards either the left or right, goes the thinking (in the absence of clear thought).

## Vision for the Future

\* NB

Councillors and mayors can also part company over their respective visions for the future. One might see the community as the obvious choice for an expanded retail base along the main highway, while another may see the need to preserve the integrity of the downtown core, and perceive that the only way to do that is to oppose any highway development. One may see the city needing to be involved in purchasing downtown space for the new cultural centre, whereas the other might see that as a regional amenity, and thus a highway location is preferred.

These are the essence of a thoughtful and sometimes heated debate, but should not result in such hurt feelings such that the losing side to polar visions picks up their proverbial marbles. Best baked solutions often are the product of a lot of focused heat.

## Impact on Council Credibility

Whether it is the unilateral action by the mayor, or the undermining and disrespectful behaviour of a councillor, the net result is always the same. The effectiveness of council is lessened and the tenor of support in the community reduced.

The true worth of the council is reflected and perhaps enhanced when the mayor respects his or her colleagues and their right to be involved in the decision-making/governance process; and when the members of council show their respect for the office of mayor (if not the person), and seek to do all they can to ensure that the public is able to sense the high regard each member has for local democracy.

## Leadership Requires ...

It seems to me that many of these instances would be quickly resolved (or would not happen in the first place) if those in leadership acted as though they were. The community is certainly prepared to accept that there are matters wherein the members of council will differ sharply, and wherein debates may be more prolonged and heated than normal. What should not be tolerated either by the electorate or by the council as a whole is the type of behaviour that results in council becoming split into factions because of interpersonal or vision problems that they are not willing to see resolved.

Leadership requires mature minds dealing sensibly with difficult issues – not difficult and intolerant people unable to respond to the expectation of maturity. MW





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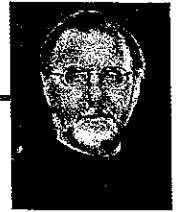
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by George B. Cuff

# WHEN MAYORS AND CAOS CLASH

I have often spoken of the ideal mix of personalities at the executive level of a municipality. It seems to me that having a strong mayor and council, together with and supported by a strong

able results. It is also a recipe for considerable damage if accorded to those whose own insecurities results in them seeking lapdogs for companions and servants.

cusing their venom on anyone who they believe supported their predecessors (not realizing that, in so doing, they are consigning their new team to the same fate). The notion of an apolitical admin-

Leadership is a potent mix of vision, ambition, willpower, and ego. It is a powerful and at times raw force that, properly guided, can produce remarkable results. It can also be a recipe for considerable damage ...

CAO and management team, is the ideal mix – or at least it should be. Municipalities are not well served by limp leadership. John Kennedy once remarked, “My experience in government is that when things are non-controversial and beautifully coordinated, there is not much going on.” I expect that that is so at times.

### Effective Leadership Requires ...

Leadership is a potent mix of vision, ambition, willpower, and ego. It is a powerful and at times raw force that, properly guided, can produce remark-

Many communities and organizations suffer from an abundance of nice people who would avoid progress if it meant bringing about even a modest degree of disagreement. They place so much emphasis on the traits of compassion and gentleness that real leadership in dealing with difficult or emerging issues on the larger scale seldom happens.

Other communities suffer under the leadership of those who do not understand their potential for good, and those who are more interested in headlines than corporate accomplishments. They act in petty and mean-spirited ways, fo-

istration has never occurred to them, as they cast about for sycophants capable only of following orders, not offering professional advice.

While the public generally gets it right in terms of who they elect to public office, there are times when the results undercut the intent. Chief elected officials are generally possessed with strong opinions and the verbal skills to articulate clear positions. They see more broadly, think more clearly, and act more decisively than their colleagues. Regardless of whether or not they have ever held public office before, such people step up to the plate, and are keen to go about the business of forming a strong team of competent and trusted associates, on both the political and administrative levels.

George B. Cuff, CMC, our governance zone expert, has been involved in local government in one way or another since 1970. He has been a recreation and youth specialist, a department head, a mayor for 12 years and a consultant/advisor to municipalities since 1976. He is the author of *Making a Difference: Cuff's Guide for Municipal Leaders, Volumes 1 and 2*, published by Municipal World, as well as dozens of magazine articles and columns in *Municipal World* since 1984.

## Unleashed Egos

On the other hand, some communities have fallen prey to unleashed egos, who focus not on what is right with their new organization, but what might be less than expected. Such mayors quickly determine who is on their team and who is likely to be on the sidelines or ineffectual in their present roles. Rather than attempt any process of teambuilding, they act. Two walking egos is one too many, and rather than the new team taking the hit, the head of the internal team will fit nicely on the platter. The fact that there will be considerable expense incurred is not often considered, and the fact that the community's prestige as an employer suffers is also considered a minor cost of doing business. The results are seldom pretty.

## Necessary Attributes

But, what *should* happen? Is it not possible to elect a strong mayor and still have that individual feel comfortable with a strong CAO in the same room? Actually, it *is*. Many have found ways

to make that work. However, it does require several attributes that are not common to all.

**Maturity** – While one would like to think that all members of council and all CAOs are of reasonable maturity, this is not always the case. Being self-confident is often more perceived than possessed. There is nothing about the process of election that assures anyone of maturity. It derives from a clear examination of one's personality, weaknesses and strengths, and a sober judgment as to one's real place in the world. Maturity is the combination of a realistic self-appraisal along with an appreciation of the gifts God gave others.

**Consensus-building** – A good team player recognizes the value of working towards a common goal through the support of others. This generally requires the ability to build allies through consensus, and through mutual support, recognizing that accepting the help of others and accessing their competencies results in far more success than one could ever achieve alone.

**Respect** – Big people appreciate the abilities of others. They recognize that gifts are often dispersed liberally, and that no one has an exclusive franchise. Mature people hold others in leadership positions with an equal degree of respect, and realize that those who serve in full-time leadership positions deserve their respect.

**Ability to share success** – Successful mayors find it within themselves to share success with others. They point to their council colleagues as being instrumental, and to the work of their CAO as the supportive mechanism that makes it all come together. When the municipality receives an award, the confident mayor finds great delight in pointing to the success of the CAO and administration.

A community is blessed if it has a strong mayor leading the political team, and a strong CAO leading the administration. While clashes may be inevitable, they can also produce good results. The key as to whether or not that is so lies in the degree of maturity possessed by both parties. MW

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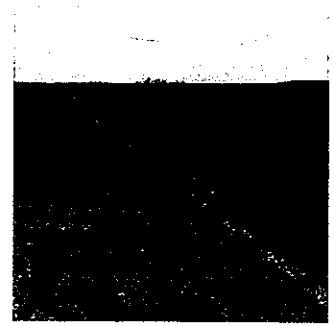
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# What is TerraCem™?

TerraCem is a specialized blend of cementitious and other construction materials that allows for more efficient and cost effective stabilization of the road base and subgrade. It is often custom blended for a given project based upon a geotechnical engineer's recommendation.

## Benefits of TerraCem:

- Increases energy cost savings through the use of in-situ material
- Strengthens weakened sub-structure layer
- Reshapes roads
- Optimizes use/reuse of material already in place; up to 99% recycled in-situ road and cementitious by-product materials
- Conserves aggregate resources
- Results in up to 40% potential savings compared to conventional "cut-and-fill" methods
- Pre-blended before arriving on site promotes maximum working efficiency
- Blend proportions vary according to specific geotechnical requirements as determined by preliminary testing
- Saves energy and natural resources



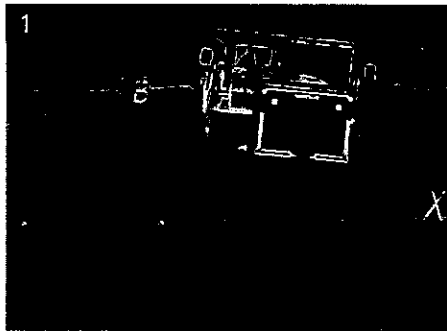
Road prior to TerraCem application



Road after TerraCem application

# The TerraCem™ Application Process

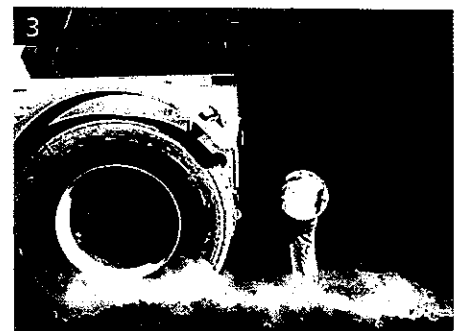
## A typical road rehabilitation



1 Pre-milling / pulverizing the existing road



2 Spreading TerraCem



3 A close look at the spreader spout



7 Vibratory pad-foot compactor followed by the pneumatic version to achieve a smooth top surface



8 Smooth drum compactor for the final finish of the subgrade



9 Finished subgrade now ready for surfacing

# The TerraCem™ Advantage

## Typical cost comparison

Method	Rate of Production	Capital Cost
Conventional + Chip Seal	1 mile / 11 days	*100%
TerraCem + Chip Seal	1 mile / 1.5 days	50 ~ 60% of Conventional

\*Typical local road construction cost as baseline; based upon 3 years of monitored data

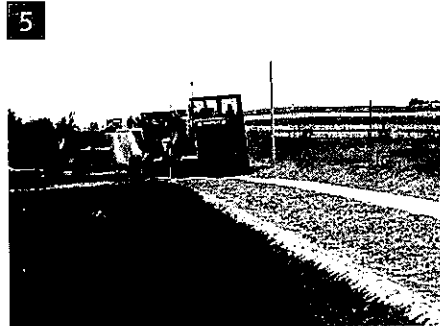
## Typical maintenance comparison

Method (over design life of 10 years)	Maintenance Costs
Conventional + Chip Seal	*100%
TerraCem + Chip Seal	30% of Conventional

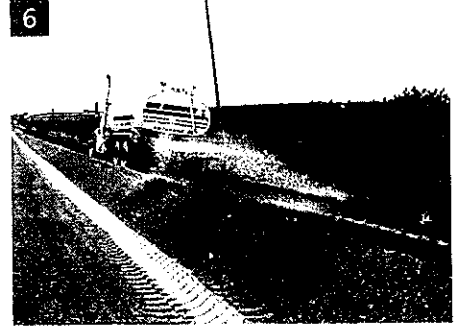
\*Typical local road maintenance cost as baseline; based upon 3 years of monitored data



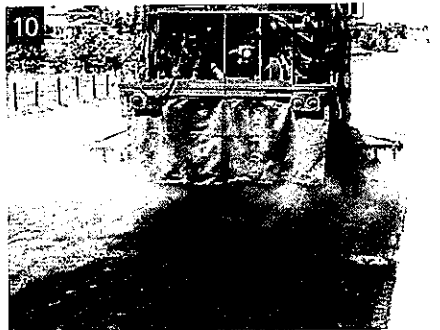
4 A second pass with the reclaimer to blend TerraCem into the soil



5 A grader follows the pulverizer to achieve homogenous mixing



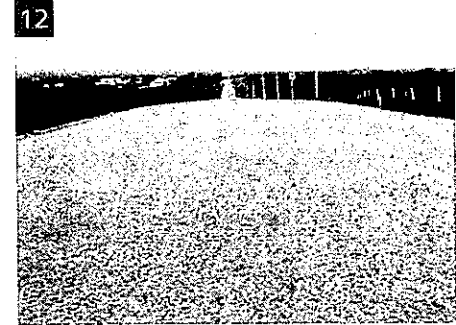
6 Addition of moisture to start the hydration process



10 Oiling down a prime coat to keep the fines



11 Chip sealing



12 Finished surface

## Forestry industry facing interesting times

**Jac MacDonald**

Journal Special Projects Writer

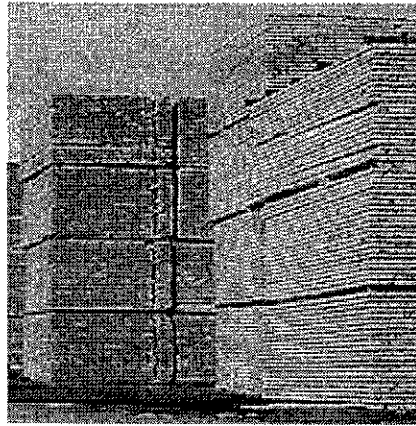
*Tuesday, March 25, 2008*

Some lumber mills may be slowing down or shutting down as the northern Alberta forestry industry reacts to slowing market conditions in the U.S.

But the facts remain: forestry is an important economic driver in Northern Alberta, so much so Tolko is about to open a new mill in Slave Lake.

Dave Cook, general manager with Ainsworth Engineered Canada LP in Grande Prairie, says it is true the picture isn't as pretty as it used to be.

The higher Canadian dollar is increasing the price of Canadian forest products to export markets like the U.S., while American demand is lower due to slumping housing starts and the sub-prime loan implosion.



CREDIT: EDMONTON JOURNAL/ Greg Southam

Finished lumber is ready to be shipped out of the Canadian Forest Products (CANFOR) sawmill in Grande Prairie.

The industry is also busy trying to stop the spread of the mountain pine beetle over the border from B.C.

Walter Paszkowski, economic development manager, for the County of Grande Prairie No. 1, says part of the answer is that many plants are starting to generate their own power. Co-generation is a major part of some mill's business now.

Paszkowski is optimistic. Many of Alberta's plants are state-of-the-art and fairly new, therefore likely able to withstand a tougher economic climate, he says.

Lorie Friesen, spokeswoman for Footner Forest Products, in High Level, notes her mill is indefinitely closed due to poor market conditions. But Friesen says it is expected to re-open when the economy improves.

Conditions in the forest industry look like this:

- lumber shipments are the same amount as shipped last year, but the value is down by \$150 million. Instead of \$1 billion, companies are only getting \$850 million.
- revenues are down \$446 million in one year overall including all types of forest products.
- prices are dropping because fewer houses are being built. The current inventory of houses in U.S. is at a 10-month level.
- OSB especially has fallen through the floor, near record low prices for dimensional lumber and panel board.
- for example, the 2004 price of lumber (two-by-fours) was \$353.60 U.S. per thousand board feet at exchange rate of \$1.22. It meant a net value of \$418.81 Canadian. The Dec. 2007 price for same lumber was \$224.50 U.S. exchanging at almost par or \$1.0021 equals

a net value \$224.97 Canadian.

- it means essentially the price was reduced by almost half over three years on lumber side, and on the OSB side, prices dropped 56 per cent.
- that saw mills close in High Level, High Prairie and Slave Lake, as well as four sawmills. Eight sawmills are running at reduced capacity in northern Alberta.
- remaining mills are struggling with high energy and utilities costs. They are paying up to 40 per cent of their operating costs in energy and utilities, the highest proportion for the industry in Canada. It has caused some to look at co-generation, like Northlands Forest Products in Fort McMurray.
- mills are losing skilled labourers to other industries which can pay more for the same work.
- a continuing softwood lumber tax is still taking 15 per cent off every shipment of every producer in the province.
- far east as Slave Lake foresters must now deal with the mountain pine beetle.
- it means continuing costs to meet the government directives to take infested wood or stands which were not part of five to 10 year harvest schedule, requiring companies to change plans to build and finance roads and culverts and bridges and infrastructure to get the logs out and transport them back and bring machinery in.
- it means additional storage requirements to separate and monitor, debark, and burn the bark, and process all of the logs before June before the beetles come out and spread. All of the lumber must be kiln-dried which kills the beetles left in the wood.
- the upside is the mills that are still operating are running lean and maximizing their value.

The overall facts of the industry in northern Alberta look like this:

- 90 per cent of Alberta's forests are found in northern Alberta.
- harvested wood is used for medium and high density fibreboard, oriented strand board (OSB), I-joists, lumber, panel board, pulp and paper, and value-added products.
- forestry industry shipments were \$3.8 billion in 2002.
- exports from northern Alberta were \$2.1 billion, 75 per cent of Alberta's total.
- in 2003 northern mills accounted for 71.5 per cent of sawmill production, almost 80 per cent of pulp and paper production, and 32.5 per cent of panel board production.
- Alberta's forestry industry is a northern industry.
- ten out of every 100 workers in northern Alberta are directly or indirectly employed by the forestry industry.
- forestry employed 15,419 workers in northern Alberta, or 64 per cent of all workers in forestry in Alberta in 2001.
- forestry revenue in 2001 totalled \$6.3 billion
- forestry corporate income tax paid \$123.7 million in 2001.
- forestry provincial personal income tax totalled \$129.4 million the same year.

- forestry industry paid \$75.1 million in property tax and \$47.7 million in stumpage and protection charges the same year.

Sources: Northern Alberta Development Council; Alberta Forest Products Association.

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**CLOSE WINDOW**

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Carol Gabriel

**From:** Veso Sobot [vessob@ipexinc.com]  
**Sent:** Tuesday, April 01, 2008 2:14 PM  
**To:** Bill Kostiw  
**Subject:** Spending Smarter on Infrastructure - April 2008 Infrastructure News



## Spending Smarter on Infrastructure

April 2008

### Infrastructure Boost in Provincial Budgets...

Municipalities across Ontario will receive an extra \$1-billion this year for roads, bridges, and public transit. [More.](#)

Meanwhile, the centrepiece of the Saskatchewan Budget is the \$1-billion "Ready for Growth" fund for infrastructure.

### Give me a break

EPCOR, the municipal water utility in Edmonton, has been reporting unusually high numbers of water-main breaks. [More.](#)

### Greasy Problem in Edmonton

Speaking of Edmonton, their sewage arteries are clogging on a steady diet of fat residents pour down their drains. The City is launching a new awareness campaign trying to remind people - whether it's in your body or in a pipe, fat is a bad thing. [More.](#)

### Time to get the lead out

Lead plumbing pipes are one of those out-of-sight, out-of-mind issues, despite being present in thousands of older Canadian houses. It's a problem that plagues cities everywhere - what to do with old, lead water mains. [More.](#)

### Questions or concerns about municipal infrastructure?

Let's talk. I can be reached at:  
Tel: (905) 670-7676  
or: (800) 268-4664  
Fax: (905) 670-1512  
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## News release

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April 4, 2008

### **Bioenergy grants continue to build a greener energy industry**

*Edmonton...* To encourage the further expansion of Alberta's renewable energy sector, the Government of Alberta has invested more than \$17 million in grants to bioenergy projects located throughout the province. Fifteen companies will receive the grants—ranging from \$18,500 to \$5 million—to help fund new facilities and research to strengthen the bioenergy industry.

“Bioenergy is a growing part of our energy portfolio. The development of the renewable energy marketplace in Alberta moves us toward a more environmentally sustainable energy industry,” said Mel Knight, Minister of Energy.

Alberta's Bioenergy Plan helps support the integration of biofuels, biodiesel and biomass generated power with traditional energy sources. Announced in 2006, the plan commits \$239 million over five years to help build a viable market for bioenergy in the province and encourage further private investment.

“Alberta's bioenergy plan has been a remarkable success. The economic activity that the grant programs and the Renewable Energy Producer Credit have helped stimulate is extensive,” added Knight. “Approximately \$750 million in new, private investment has been earmarked on the strength of the province's commitment to renewable energy.”

In total, 61 grants have been issued under the Biorefining Commercialization and Market Development Program and the Bioenergy Infrastructure Development Program to date. Grant recipients have used the funding to help develop production facilities throughout the province as well as to conduct studies to assess market sustainability or test new bioenergy technology.

Applications for bioenergy grant funding are still being accepted. Applications and guidelines are available on the Alberta Energy web site at [www.energy.gov.ab.ca](http://www.energy.gov.ab.ca).

-30-

**Attachment:** Listing of grant recipients

**Media inquiries may be directed to:**

Sean Beardow  
Energy Communications  
Ph. 780-422-3786

To call toll free within Alberta dial 310-0000.



## **ATTENTION !**

### **ALL DIRECTORS AND DEPUTY DIRECTORS OF DISASTER SERVICES.**

The M.D. of Greenview will be hosting a Disaster Exercise Design Course. This course is offered on a first come, first serve basis with only 15 vacancies remaining. There will be no charge for the course. **Lunch and snacks for breaks will be provided at no charge.** The course will commence at **9AM on the 22<sup>nd</sup> of May 2008 and concluded prior to 5PM May the 23<sup>rd</sup>, 2008.** Candidates will be responsible for travel arrangements, cost thereof, lodging and meals. *(Other then mentioned above.)*

The course is being held at the **Horizon Inn Conference room.** Should you require a room, their telephone number is 1 888 909-3909. Their rate is \$94.95 per night for a single room. If you are unable to get a room at the Horizon, The **Western Valley Inn** phone : 780-524-4000 is approx. 1 block down the street. The rate is \$99.00 for a single.

The Presenter is Mr. Ron Leaf and He will cover the following topics:

- Exercise Design – Principles and Concepts
- Exercise Design and relationship to the Municipal Emergency Plan
- Developing an Progressive Exercise Program
- The Importance of an Exercise Design Team
- The 8 steps of the Exercise Design Process
- Critiquing the Exercise and the Final Report

Please register as soon as possible, by replying to this email with the name of the candidate (s) or fax me @ 780 524-4307 prior to Friday the 16<sup>th</sup> of May, 2008. As mentioned earlier, **THIS IS A FIRST COME, FIRST SERVE !!!!**

**See you at the course !!!!**

**Rick Reiger – DDS M.D. of Greenview**

## Carol Gabriel

---

**From:** Jan Mazurik [Jan.Mazurik@gov.ab.ca]  
**Sent:** Tuesday, April 01, 2008 9:42 AM  
**To:** undisclosed-recipients  
**Subject:** Northern Alberta Elected Leaders Meeting  
**Importance:** High

The next Northern Alberta Elected Leaders meeting is scheduled for Friday, April 18 at 9:30 am. In Fairview at the Dunveganm Motor Inn. The Town of Fairview is hosting the days coffee and lunch.

Agenda items:

- 1) Terms of Reference
- 2) Alberta Forest Products Association
- 3) Letter to AAMD&C to request participation

Please forward the NADC any agenda items or topics you would like to see a speaker on, by April 11<sup>th</sup>. As well please advise as soon as possible your intention to attend and how many guests you may be bringing. Send responses to Jan Mazurik ([jan.mazurik@gov.ab.ca](mailto:jan.mazurik@gov.ab.ca) or call 624-6338.)

Thank you.

Dan

*Dan Dibbelt*

*Executive Director*

*Northern Alberta Development Council*

*206 Provincial Building*

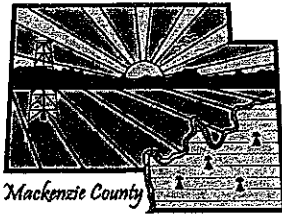
*9621-98 Avenue, Postal Bag 900-14*

*Peace River, Alberta, Canada, T8S 1T4*

*Tel: 780-624-6277 Fax: 708-624-6184*

*[dan.dibbelt@gov.ab.ca](mailto:dan.dibbelt@gov.ab.ca)*

*[www.gov.ab.ca/nadc](http://www.gov.ab.ca/nadc)*



*Mackenzie County*

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

COPY

March 31, 2008

Mr. Frank Oberle, MLA  
Peace River Constituency  
Chief Government Whip  
P.O. Box 6299  
10003-99 Avenue  
Peace River, AB  
T8S 1S2

Dear Mr. Oberle:

**RE: 2008 CAPITAL PROJECTS**

This letter is Mackenzie County's request for your support to secure capital projects for 2008. We also certainly thank you and the province for all the support we have received in previous years, it's truly appreciated.

The following is a list of projects where we need your support and guidance to secure government approvals and timely funding.

**1. Highway 88 Base & Pavement**

This highway is a vital transportation corridor to the north and although many government officials have made promises there has not been any pavement advanced for many years. We certainly would appreciate some pavement in 2008. We would be pleased to meet with you and the Minister at your earliest convenience to discuss this project.

**2. Zama City Hamlet Expansion**

The County has been trying for some time to expand the boundaries; however, we have been unable to obtain SRD approvals for crown land transfers. Perhaps we could arrange to meet with you to outline our request and plans.

### **3. Resource Roads**

We have applied for Resource Road funding for four projects within the County. We understand that two of these projects qualify; however, provincial funding has been drastically reduced compared to last year.

The two qualifying projects are Highway 88 Connector from 7 mile corner on SH 697 to Highway 88 near Bear Creek and Zama City Access Road from Highway 35.

- a. Highway 88 Connector is a base and pavement project that will serve both industry and the traveling public. It is even more urgent now as Mustus Energy (Tom Friesen and George Unrau) has secured investors for a \$70,000,000 Biomas Power Plant. Construction on the plant is tentatively scheduled for the summer of 2008.
- b. Zama City Access Road serves a vast oil, gas, and precious metal resource area that generates significant tax dollars for all levels of government. This road should actually be a primary highway but for now we would be pleased to receive resource road funding to continue advancing the project.

### **4. Hutch Lake**

We also request your assistance in setting up a meeting with the Minister of Tourism, Parks and Recreation to discuss the future of Hutch Lake as a provincial campground.

In summary, the County has many more infrastructure and capital projects in the works which are funded from our taxpayers and other government programs; however the above are our top priorities.

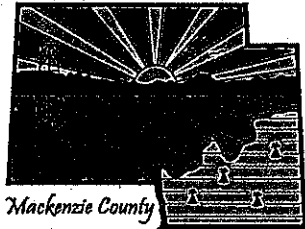
Again, thank you for all your support and we look forward to hearing from you. If you require more detailed information please contact me at (780) 927-3807 or our Chief Administrative Officer, William Kostiw, at (780) 927-3718.

Yours sincerely,



Greg Newman  
Reeve

pc: Council



# MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>April 10, 2008</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Director of Corporate Services</b>
<b>Title:</b>	<b>Bylaw 672/08 – Municipal Heritage Resource Designation (the “Trapper’s Shack” legally described as Lot 39, Block 6, Plan 922 0928 in the Hamlet of Fort Vermilion)</b>

**BACKGROUND / PROPOSAL:**

The Historical Resources Act empowers municipalities to legally protect significant places through designation as Municipal Historical Resource, as outlined in section 26-8 of the Act. The designation, in the form of a bylaw, can be issued and maintained by the local municipal council.

**OPTIONS & BENEFITS:**

The following steps should be considered while designating a site as a municipal heritage resource:

1. *Identify and evaluate the place*

The proposed site has already been carrying the Provincial heritage designation and was evaluated by the Province as a place of historic significance and is deserving a designation.

Alberta Site Form and the facts sheet are included for your information.

2. *Discuss designation with the owner and obtain permission to legally protect the place and issue a notice of intention to designate.*

The owner approached the County with the designation request and is willing to waive the 60-day notice.

3. *Compensation agreement*

Section 28 of the Historic Resources Act protects the rights of the property owner if the designation compromises the economic value of the place.

The owner is willing to sign a waiver form releasing the County from any financial obligation with respect to this site.

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

4. *The owner and the County must sign a consent form with respect to this designation.*

Administration drafted a combined waiver/consent form (attached).

5. *The designation will be registered on the title after the bylaw is passed. A copy of the bylaw will be provided to the provincial Registrar of Historic Places.*

Administration drafted a bylaw for Council's review and approval.

6. *Some mandatory documentation must be completed for listing on the Alberta and Canadian Registers of Historic Place.*

This part was probably done already since this site is listed in the Alberta Register of Historic Places.

**COSTS & SOURCE OF FUNDING:**

NA

**RECOMMENDED ACTION:**

**Motion 1:**

That first reading be given to Bylaw 672/08 being the Municipal Heritage Resource Designation (the "Trapper's Shack" legally described as Lot 39, Block 6, Plan 922 0928 in the Hamlet of Fort Vermilion) bylaw.

**Motion 2:**

That second reading be given to Bylaw 672/08 being the Municipal Heritage Resource Designation (the "Trapper's Shack" legally described as Lot 39, Block 6, Plan 922 0928 in the Hamlet of Fort Vermilion) bylaw.

**Motion 3:** *(requires unanimous)*

That consideration be given to go to third and final reading of Bylaw 672/08 being the Municipal Heritage Resource Designation (the "Trapper's Shack" legally described as Lot 39, Block 6, Plan 922 0928 in the Hamlet of Fort Vermilion) bylaw.

**Motion 4:**

That third reading be given to Bylaw 672/08 being the Municipal Heritage Resource Designation (the "Trapper's Shack" legally described as Lot 39, Block 6, Plan 922 0928 in the Hamlet of Fort Vermilion) bylaw.

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



BYLAW NO. 672/08

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

A BYLAW OF MACKENZIE COUNTY  
FOR TO DESIGNATE THE TRAPPER'S SHACK (Lot 39, Block 6, Plan 922 0928 in the  
Hamlet of Fort Vermilion) AS A MUNICIPAL HERITAGE RESOURCE

**WHEREAS**, pursuant to the Historic Resources Act, Section 26, and Municipal Government Act, R.S.A. 2000 c. M-26, permits Council to designate any historic resource within a municipality whose preservation Council considers to be in the public interest, together with any land in or on which it is located, as a Municipal Historic Resource;

**AND WHEREAS**, it is deemed in the public interest to designate the building known as the "Trapper's Shack" located on 5003 River Road and legally described as Lot 39, Block 6, Plan 922 0928, in the Hamlet of Fort Vermilion and the land on which the building is situated as a Municipal Heritage Resource.

**NOW THEREFORE**, the Council of the Mackenzie County, in the Province of Alberta, having complied with the Historic Resources Act, duly assembled, hereby enacts as follows:

1. The building known as the "Trapper's Shack", being legally described as Lot 39, Block 6, Plan 922 0928 in the Hamlet of Fort Vermilion and the lands on which the building is located, are hereby designated as a Municipal Heritage Resource.
2. The Reeve and Chief Administrative Officer are hereby authorized to execute any necessary documents on behalf of Mackenzie County.
3. The owner(s) of the "Trapper's Shack" property, being legally described as Lot 39, Block 6, Plan 922 0928 in the Hamlet of Fort Vermilion, shall accept total liability and hold harmless the Mackenzie County from and against all financial and/or economic losses, suits, charges and claims for compensation or damages in any manner.
4. This bylaw comes into force at the beginning of the day of third and final reading thereof.

5. *Subject to signing the waiver - Schedule "A"*  
First reading given on the \_\_\_\_ day of \_\_\_\_\_, 2008.

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

\_\_\_\_\_  
Carol Gabriel, Executive Assistant

Second reading given on the \_\_\_\_ day of \_\_\_\_\_, 2008.

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

\_\_\_\_\_  
Carol Gabriel, Executive Assistant

Third reading and assent given on the \_\_\_\_ day of \_\_\_\_\_, 2008.

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

\_\_\_\_\_  
Carol Gabriel, Executive Assistant

## Waiver

We, the owners of the property known as the "Trapper's Shack" located on 5003 River Road in the Hamlet of Fort Vermilion, legally described as Lot 39, Block 6, Plan 922 0928, approached the Mackenzie County Council with a request to designate this site as a Municipal Heritage Resource.

We understand that Mackenzie County is applying to designate this building and the land on which building is situated as a Municipal Heritage Resource as it is deemed in the public interest.

**In order for Mackenzie County to proceed with the application, we agree to waive the following clauses of the Historical Resources Act:**

**Requirement to issue a notice of intention to designate:**

(2) A council of a municipality, after giving the owner 60 days' notice, may by bylaw designate any historic resource within the municipality whose preservation it considers to be in the public interest, together with any land in or on which it is located that may be specified in the bylaw, as a Municipal Historic Resource.

**Compensation:**

28(1) If a bylaw under section 26 or 27 decreases the economic value of a building, structure or land that is within the area designated by the bylaw, the council shall by bylaw provide the owner of that building, structure or land with compensation for the decrease in economic value.

(2) If the council and the owner can not agree on the compensation payable under subsection (1), the owner or the council may apply to the Land Compensation Board established under the *Expropriation Act* to determine the amount of compensation payable by the council to the owner for the decrease in economic value.

(3) When an application is made to the Land Compensation Board pursuant to subsection (2), the *Expropriation Act* and the regulations made under it respecting the determination of compensation, hearings and procedures, including interest, costs and appeals, apply to the application with all necessary modifications.

(4) The council may, with the agreement of the owner, provide the compensation under subsection (1) by grant, tax relief or any other means.

**The property owners:**

\_\_\_\_\_  
Jody Toews

\_\_\_\_\_  
Ray Toews

\_\_\_\_\_  
Robyn Currie

**Mackenzie County:**

\_\_\_\_\_  
Reeve

\_\_\_\_\_  
Chief Administrative Officer

Date \_\_\_\_\_

**Alberta  
SITE FORM**

<sup>1</sup> Key

H	S	1	0	0	5	6		
---	---	---	---	---	---	---	--	--

<sup>2</sup> Site Name Trapper's Shack

<sup>3</sup> Other Name(s) Bourassa House III, Homesteaders Inn, Riverside Café' and Cabins.

<sup>4</sup> Site Type  Residential (Town): Single Dwelling

Later period - Restaurant and 0199 Out-patient Lodging

**Legal Description**

5 LSD	6 Quarter	7 Section	8 Township	9 Range	10 W-M	11 Lot	39
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	12 Block	6
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	13 Plan	9220928
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	14 Metes&Bounds	

<sup>15</sup> Address 5003 River Road <sup>16</sup> Number 5003

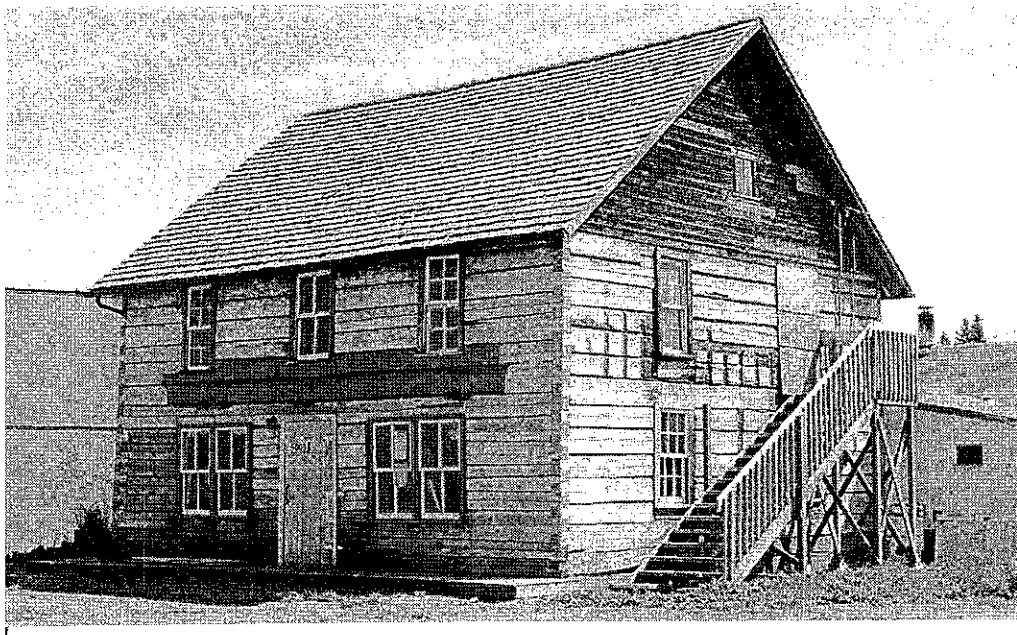
<sup>17</sup> Street \_\_\_\_\_ <sup>19</sup> Other River Road

<sup>20</sup> Town Fort Vermilion <sup>22</sup> County Mackenzie

**NTS** <sup>23</sup>  <sup>24</sup>  <sup>25</sup>  <sup>26</sup>   
 Grid / Letter / Number \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Name \_\_\_\_\_

**UTM** <sup>27</sup> Zone \_\_\_\_\_ <sup>28</sup> Easting \_\_\_\_\_ <sup>29</sup> Northing \_\_\_\_\_ <sup>30</sup> Datum \_\_\_\_\_ <sup>31</sup> Coordinate Determination \_\_\_\_\_

<sup>32</sup> Latitute 058° 23.420N <sup>33</sup> Longitude 116° 01.043 <sup>34</sup> Datum NAD 83 <sup>35</sup> Coordinate Determination GPS



**Image 1**

<sup>36</sup> Negative  
<sup>37</sup> 07-R50111-18  
 Other  
<sup>38</sup> View  
 North & West  
<sup>39</sup> Date  
23/07/2007  
<sup>40</sup> Source  
Marilee Cranna Toews

## Visual Description

41 Style						
42 Plan Shape	1202		Rectangular: Long Façade			
43 Storeys	1504	1701	Storeys: 2		Basement: None	
44 Foundation	1807		Foundation Wall Material: Concrete			
45 Superstructure	3006		Horizontal Finished Log - Hand-hewn dovetailed			
46 Superstructure Cover		2409	Chinking: "Perma Chink" Product			
47 Roof Structure	3203		Roof Structure: High Gable			
48 Rood Cover	3502		Wood Shingle			
49 Exterior Codes	1101	1308	3135	3503	3504	3603
	3703	3705	3803	3901	4201	4301
	4401	4501	4902	5002	5102	5203
	5302	5403	5502	5602	5703	5803
	6002	6017	6019	6102	6202	6302
	6402	6503	6801	7003	7106	7202
	7302	7503				
50 Exterior	North Façade - Ground Floor: Central main entrance with 2(2x2)windows on each side. Second Floor: 1 - 2x2 window over entrance and 1 - 4x4 window on each side. West Façade - Ground Floor: 2 (6x6) windows. Second Floor: 1 (4x4) plus exterior door. Attic: 1(4x4) small window. South Façade - Ground Floor: - 1 (1x1) window. Second Floor: 1(4x4) window on each side of a smaller centre 4 pane window. East Façade - Ground Floor: 2 new windows each (2x2). Second Floor: 2 (4x4) pane windows.					
51 Interior						
52 Environment	Situated along the south bank of the Peace River on a lot devoid of landscaping. There is parking space on three sides and a large commercial property to the immediate east. There is a newly added dove-tailed log cabin at the rear of the lot.					
53 Condition	Good. The house has been in the process of restoration over the past few years with new shingles, permachink product use between the logs and the replacement of ground level windows and doors. Foundation - relatively new.					
54 Alterations	Two logs on the front (north) façade needed to be repaired through replacement. When the half log siding was on the house, poor seals under the 2nd storey windows allowed moisture to seep behind the siding and this caused the original logs to rot. This has been remedied. New exterior stairs to the upper storey are on the west side. New addition on south facade - 1 storey.					

	Description	Date (dd/mm/yyyy)	code
55	Construction <u>Built by Johnny Bourassa &amp; others (Field 64) between 1909 &amp;1916</u>	56 <u>    --  --  1912    </u>	57 <u>E</u>
	<u>North measurement 8.99m. East measurement 8.34m</u>		
58	Usage <u>Original Use - family dwelling</u>	59 <u>                    </u>	60 <u>    </u>
	<u>Subsequent - house and café' and lodging</u>	<u>                    </u>	<u>    </u>
61	Owner <u>Original - Johnny and Lucia 'Lucy' (St. Cyr) Bourassa</u>	62 <u>    --/--/1912    </u>	<u>E</u>
	<u>A.R. and Edith Campbell1935 K - Leonard and Denise Eek</u>	<u>                    </u>	



**Image 2**

36  
Negative

07-R0111-19

37  
Other

---

38  
View

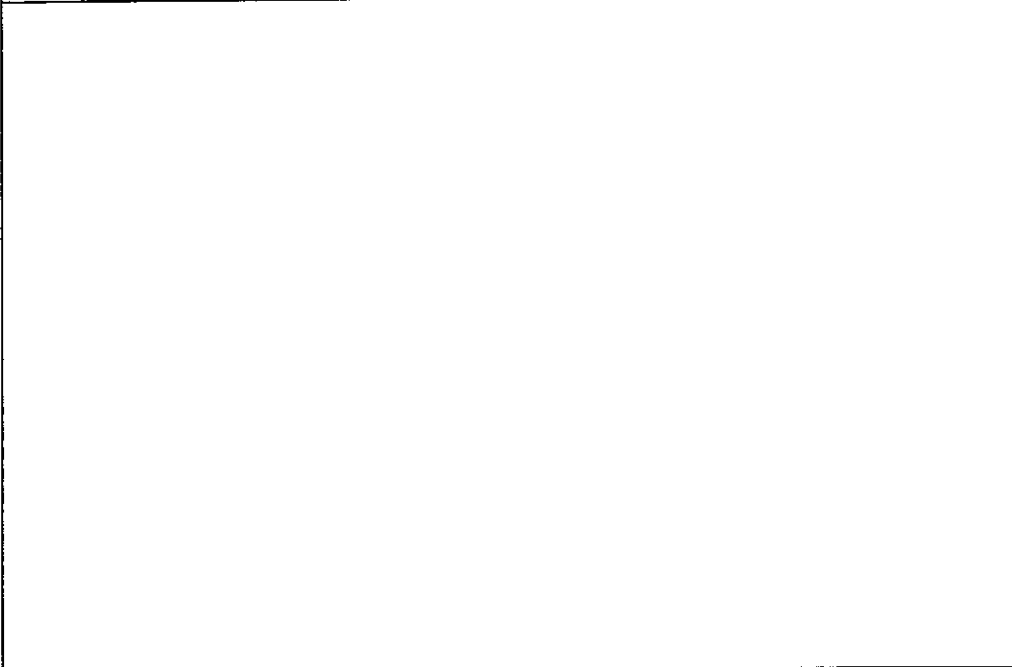
West

39  
Date

23/07/2007

40  
Source

Marilee Cranna Toews



**Image 3**

36  
Negative

---

37  
Other

---

38  
View

---

39  
Date

---

40  
Source

## Text Fields

63 Architect

64 Builder

Johnny Bourassa assisted by Pierre Lizotte, Benjamin Charles and "Old Man" Flett (probably William Flett).

65 Craftsman

The above listed were considered to be craftsmen in the construction of hand-hewn log homes.

66 History

Reports on the history of this resource are somewhat varied. The following outlines some of this information. The house's first use was as a dwelling for the Johnny and Lucia Bourassa family. It was the third of three such houses built on Johnny's land which fronted on the Peace River in Fort Vermilion. Old timers in the mid-80's pegged its date of construction at between 1912 and 1916, but a recent write-up to the Department (June 10, 1992) suggests 1909. It appears that the three houses were built successively larger with this one the largest. Co-builders with Johnny were the craftsmen listed in Field 64. These men's names appear prominently in the late 1800's early 1900's life of Fort Vermilion. Some such as Benjamin Charles had St. Luke's Anglican Mission association. Others have shown to be active in the Catholic St. Henry's Mission. Johnny was known for his Interpreter duties for the Hudson's Bay Company and his life is interwoven with that of the Catholic Mission. The heart of Fort Vermilion today was once the Bourassa's cattle and wheat farm.

The Campbell family bought the house in 1935, but their stay there was brief ( ). Florence (McGrew) McAteer Lambert operated a restaurant in the building during the period . In subsequent years Yvonne and Leonce Juneau continued its use as the 'Homesteaders Inn' (E. 1952-1956 ). Apparently Karl Hassel had some interest in it as trapper lodging, but this needs confirmation. For a number of years trapper Leonard Eek and his wife Denise (Boire) operated the Riverside Cafe' and Cabins out of this house which also served as a residence and outpatient lodging. They were the most recent long-term owners. Restoration work began in the 1990's under Claire Goldsmith's ownership and is continuing under current R. & R. Toews ownership.

67 Source

1. Factsheet "The Fort's Visitor Log House" profiles the builder, Johnny Bourassa and the building, the 'Trapper's Shack' as well as information on other dwellings built by Johnny and company. 2. References from "Fort Vermilion People in Our Vast Trading North" include the family histories of: Johnny Bourassa - p.3 Note: Biographical content is in error concerning place of birth and other details. Campbell, A.R. & Edith Family - pp. 115-120 Note page 118 (1935, 1937...). Lambert, Florence (McGrew) McAteer - p.230 and p. 259 and 260. Juneau, Leonce and Yvonne - p. 407-409. Eek, Leonard and Denise - p. 160-162. 3. Alberta Culture Historic Sites Inventory Negative 87-R030-13A and 87-R030- showing half-log siding era and alternate entrance on the front. 4. Reid, Gordon and Schmeissner, Rainer H. 1988. High Level, Alberta, Canada. Printed by Studio Druck (Printers and Publishers) Regensburg (West Germany) - p.56 and 57. 5. Photographs - Fort Vermilion Heritage Centre 2004.39.9 and 2006.1.338.

68 Status Active

Date (dd/mm/yyyy)

69 31/12/2007

70 Form Completed by Marilee Cranna Toews and Sandra Single

71 18/03/2008

## Office Use

72 Priority

73 Geo Code

74 Bordern  
Number

75 Register



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### TRAPPER'S SHACK, THE

#### Fort Vermilion, Near

### ADVANCED SEARCH

Other Names: Bourassa House  
Riverside Café

#### Location

Street Address:  
Community: Fort Vermilion, Near  
Boundaries: Plan 922 0928, Block 6, Lot 39  
Contributing Resources: N/A

#### ATS Legal Description:

Mer	Rge	Twp	Sec	LSD
5	13	108	24	7 (ptn.)

#### PBL Legal Description (Cadastral Reference):

Plan	Block	Lot	Parcel
9220928	6	39	

#### Latitude/Longitude:

Latitude	Longitude	CDT	Datum Type

#### UTM Reference:

Northing	Easting	Zone	CDT	Datum Type

#### Recognition

Recognition Authority: Province of Alberta  
Designation Status: Registered Historic Resource  
Date of Designation: 1993/03/10



## Historical Information

**Built:** 1909/01/01 To 1909/01/01  
**Significant Date(s)** N/A  
**Theme(s)**  
**Historic Function(s):** Residence : Single Dwelling  
**Current Function(s):**  
**Architect:**  
**Builder:**  
**Context:** HERITAGE SIGNIFICANCE

The Trapper's Shack / Riverside Cafe has served a variety of functions since constructed. A two and one-half-storey log structure originally built as a residence known to be the larger of two pre-1925 log buildings located on their original site in Vermilion.

## Additional Information

**Object Number:** 4665-0761  
**Designation File:** Des. 1687  
**Related Listing(s):**  
**Heritage Survey File:** [HS 10056](#)  
**Website Link:**  
**Data Source:** Alberta Tourism, Parks, Recreation and Culture, Historic Resources Manager  
Old St. Stephen's College, 8820 - 112 Street, Edmonton, AB T6G 2P8 (F)

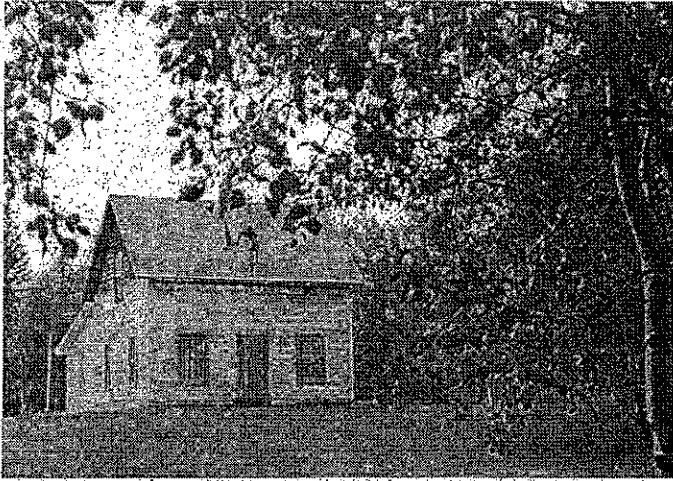
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Bourassa House

FVHC 986.5.1.4

## The First Bourassa House

- This is the first dovetailed log house built by Johnny Bourassa c. 1903.
- Pierre Lizotte helped Bourassa with the construction.
- This was the home of Johnny's son Thomas and his wife, Eliza (Lizotte) Bourassa.
- The building has always been used as a residence.
- It remains on its original riverfront location near St. Luke's Anglican Church.

## \* "Riverside Café"/"Trappers Shack"

- With the help of others, Johnny built this house pre-1925.
- It is still on its original lot and is the largest of the three houses built by Bourassa.
- It has been used for residential, outpatient lodging and business purposes.

### Buyers and Boarders

- Victor Erickson – Trapper
- The Alex Campbell family – Lived here while another home was being established.
- Mrs. Florence Lambert – Owner of Riverside Café.
- Yvonne and Leonce Juneau – Rented it from Lambert and ran a café called "Homesteaders' Inn"
- The Leonard Eek family – Owner of "Riverside Café and Cabins" later renamed "The Trapper's Shack"
- Claire Goldsmith – Bought it from Patsy Mroczkowski.



"Riverside Café"

FVHC 990.4.95.1

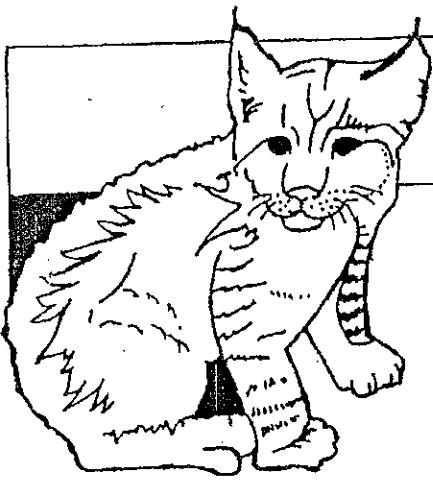
## Characteristics of a Dove-tailed Log House

- Hand-hewn logs are squared using a broad-axe.
- The corners are called half-dovetail and are sawed off at the ends, so that water will not sit on the logs.
- The roof is made of locally split shingles – commonly pine.
- The floor of the house may be smooth wooden boards or hard packed soil.
- The spaces between the logs are 'chinked' or filled with mud, small sticks, straw or other fibrous material.
- The walls are often mudded inside and out with a slurry of white clay that gives them a whitewashed look.



FVHC 986.5.1.34

# The Fort's Visitor Log House

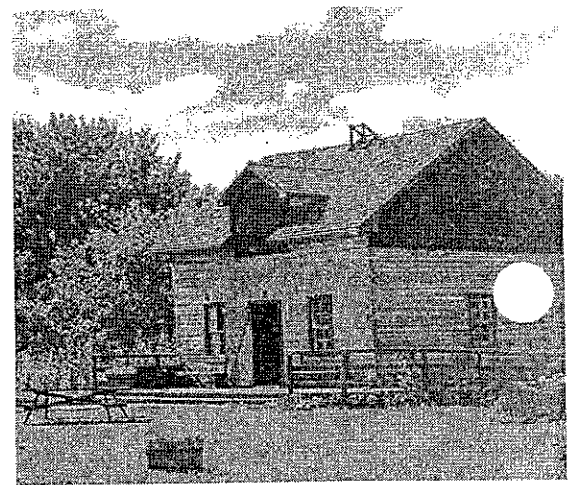


## Bourassa/St. Germain House (Visitor Log House)

- ✓ Built before 1923, this house is one of three dovetailed log houses built by Johnny Bourassa in the Fort Vermilion area.
- ✓ Johnny lived in the house until the completion of a larger dovetailed log house known today as the "Trapper's Shack" or in earlier days as the "Riverside Café". He gave the first house to his daughter, Maryann and her husband John St. Germain.
- ✓ This house was once located on the Murray Building site, then moved in 1979 to the Old Bay House property.
- ✓ In 1983, the log house was moved to the Community and Cultural Complex. It was relocated to its current site for the Bicentennial Homecoming in 1988 and has operated as a seasonal information centre since.

## The Builder – Johnny Bourassa

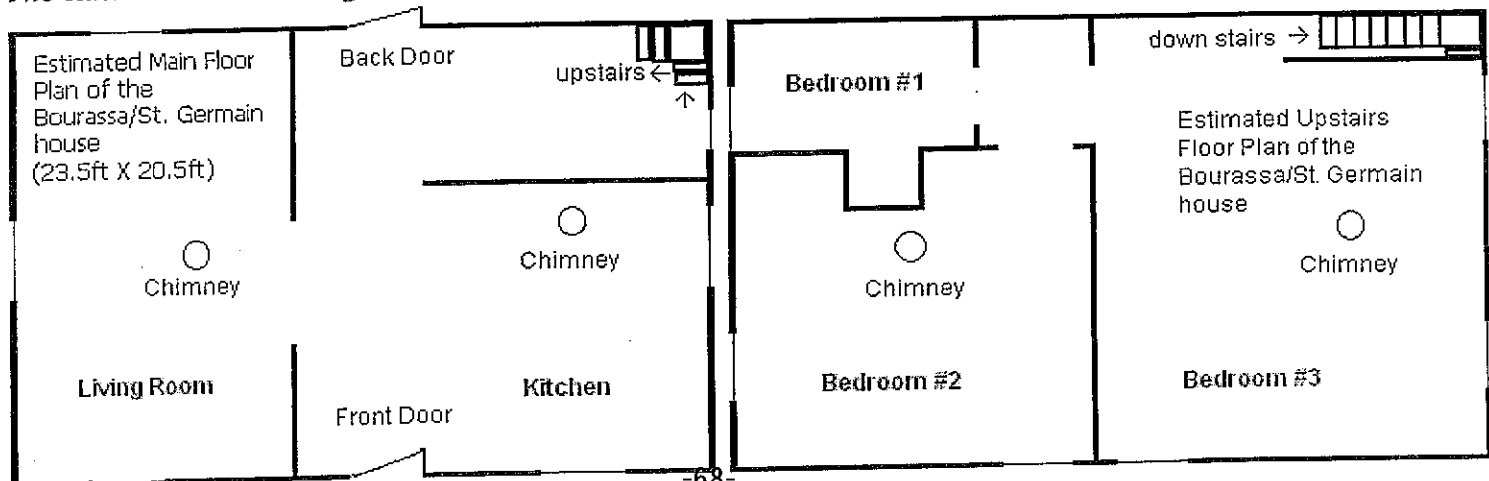
Johnny Bourassa was born in 1851/52 at Fort Dunvegan to Louis Bourassa and Marguerite Otaikijik Lafleur. In the 1870's, most of the Bourassa family moved from the Peace River area to Lac la Biche and places in Saskatchewan. Not following the rest of his family, Johnny moved to Fort Vermilion, where he became a valuable interpreter for the Hudson's Bay Company. In 1876, he married Lucia St. Cyr, daughter of Baptiste St. Cyr, and Julia McCarthy "Mercredi". Lucia and Johnny raised 11 children. The heart of Fort Vermilion was once the Bourassas' cattle and wheat farm. Johnny Bourassa died at Fort Vermilion in 1941. He was 90.

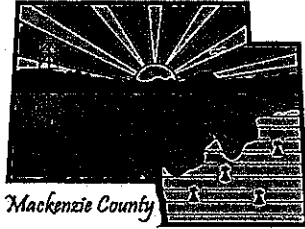


Fort's Visitor Log House

FVHC 994.18.8

*Hand-hewn log houses represent many pre-1925 settler homes in and around Fort Vermilion. There are over 25 structures built of hand-hewn dovetailed logs, one of the finest collections, on original sites, in Canada. The earliest dove-tailed log house in the region is the Anglican Mission House (1876), now at Lambert Point.*





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>April 10, 2008</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Director of Corporate Services</b>
<b>Title:</b>	<b>Bylaw 651/07 Offsite Levy – W ½ 10-106-15 W5M</b>

**BACKGROUND / PROPOSAL:**

In 2005, the 94<sup>th</sup> Avenue Servicing project was completed. This project was the installation of water and sewer lines to the country residential subdivisions along 94<sup>th</sup> Avenue and the industrial area along 99<sup>th</sup> and 98<sup>th</sup> Street in La Crete. The cost of the project was to be completely recovered through local improvements, offsite levies, connection fees, and a grant.

Bylaw 555/06 Offsite Levy along 94<sup>th</sup> Avenue in La Crete was approved April 26, 2006. This bylaw allowed for an offsite levy to be charged to the undeveloped industrial areas of Section 10-106-15 W5M for the provision of sewer services to these areas.

**OPTIONS & BENEFITS:**

Recently, it was discovered that the lift station along 99<sup>th</sup> Street will only service the undeveloped industrial areas of NW 10-106-15 W5M and SW 10-106-15 W5M. This leaves the complete quarter of NE 10-106-15 W5M unserviceable by sewer, although Bylaw 555/06 allows for this quarter to be charged an offsite levy for sewer. Bylaw 555/06 needs to be rescinded and a new bylaw created allowing only for the undeveloped industrial areas of NW 10-106-15 W5M and SW 10-106-15 W5M to be charged the offsite levy for sewer. Bylaw 651/07 Offsite Levy – W 10-106-15 W5M was created for this purpose and is attached.

**COSTS & SOURCE OF FUNDING:**

As the new bylaw covers less acres than the original bylaw, each undeveloped industrial acre will bear a larger portion of the complete cost of installing the gravity sewer from the 94<sup>th</sup> Avenue Servicing project.

Bylaw	# of Acres	Cost/Acre	Total Cost of Sewer – Industrial
555/06 276		\$691.06	\$190,740.93
651/07 116		\$1,644.32	\$190,740.93
<b>Difference</b>	<b>-160</b>	<b>+\$953.26</b>	

Author: M. Driedger Review By: \_\_\_\_\_ CAO

The offsite levy that will be charged to each undeveloped industrial acre in W 10-106-15 W5M under Bylaw 651/07 is \$1,644.32.

This bylaw must be advertised in accordance with MGA, Section 606.

**RECOMMENDED ACTION:**

That first reading be given to Bylaw 651/07 being a bylaw to establish an offsite levy for sewer services.

Author: M. Driedger Review Date: \_\_\_\_\_ CAO \_\_\_\_\_

**BYLAW NO. 651/07**

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

**A BYLAW OF THE MACKENZIE COUNTY  
FOR THE IMPOSITION OF AN OFFSITE SEWER LEVY**

**WHEREAS**, the Municipal Government Act, R.S.A. 2000 c. M-26, enables a municipality by Bylaw to provide for the imposition and payment of an off-site levy in respect of land to be developed or subdivided;

**AND WHEREAS**, an off-site levy may be used to pay for all or part of the capital cost for new or expanded facilities for the storage, transmission, treatment or supplying of water; and new or expanded facilities for the treatment, movement or disposal of sanitary sewage;

**AND WHEREAS**, the purpose of the off-site levy collected under this Bylaw is to allow for installation of sanitary sewer facilities in an area specifically identified in Schedule "A" attached hereto.

**NOW THEREFORE**, the Council of the Mackenzie County, in the Province of Alberta, duly assembled, hereby enacts as follows:

1. The off site levy shall be for the provision of sanitary sewer facilities by the installation of sewer lines and lift station servicing the industrial areas of W ½ 10-106-15 W5M.
2. The area benefiting with the imposition of the off-site levy collected under this Bylaw is outlined on Schedule "A" attached hereto.
3. Mackenzie County and the Developers/Landowners shall enter into a development agreement in respect to payment of the off-site levy collected under this Bylaw for multi-lot subdivisions.
4. In the absence of an agreement for the payment of an off-site levy, where an owner of land proposes to construct a development, the payment of the off-site levy shall be made prior to the issuance of a development permit.
5. The off-site levy charges for the project as described under this Bylaw are \$1,644.32 per acre.
6. The off-site levy under this Bylaw was calculated as follows:

Total cost of \$190,740.93 divided by 116 acres equals \$1,644.32 per acre to cover the costs of the sewer installation.
7. That Bylaw 555/06 be hereby rescinded.

This bylaw comes into force at the beginning of the day of third and final reading thereof.

First reading given on the \_\_\_\_ day of \_\_\_\_\_, 2008.

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

\_\_\_\_\_  
Carol Gabriel, Executive Assistant

Second reading given on the \_\_\_\_ day of \_\_\_\_\_, 2008.

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

\_\_\_\_\_  
Carol Gabriel, Executive Assistant

Third reading and assent given on the \_\_\_\_ day of \_\_\_\_\_, 2008.

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

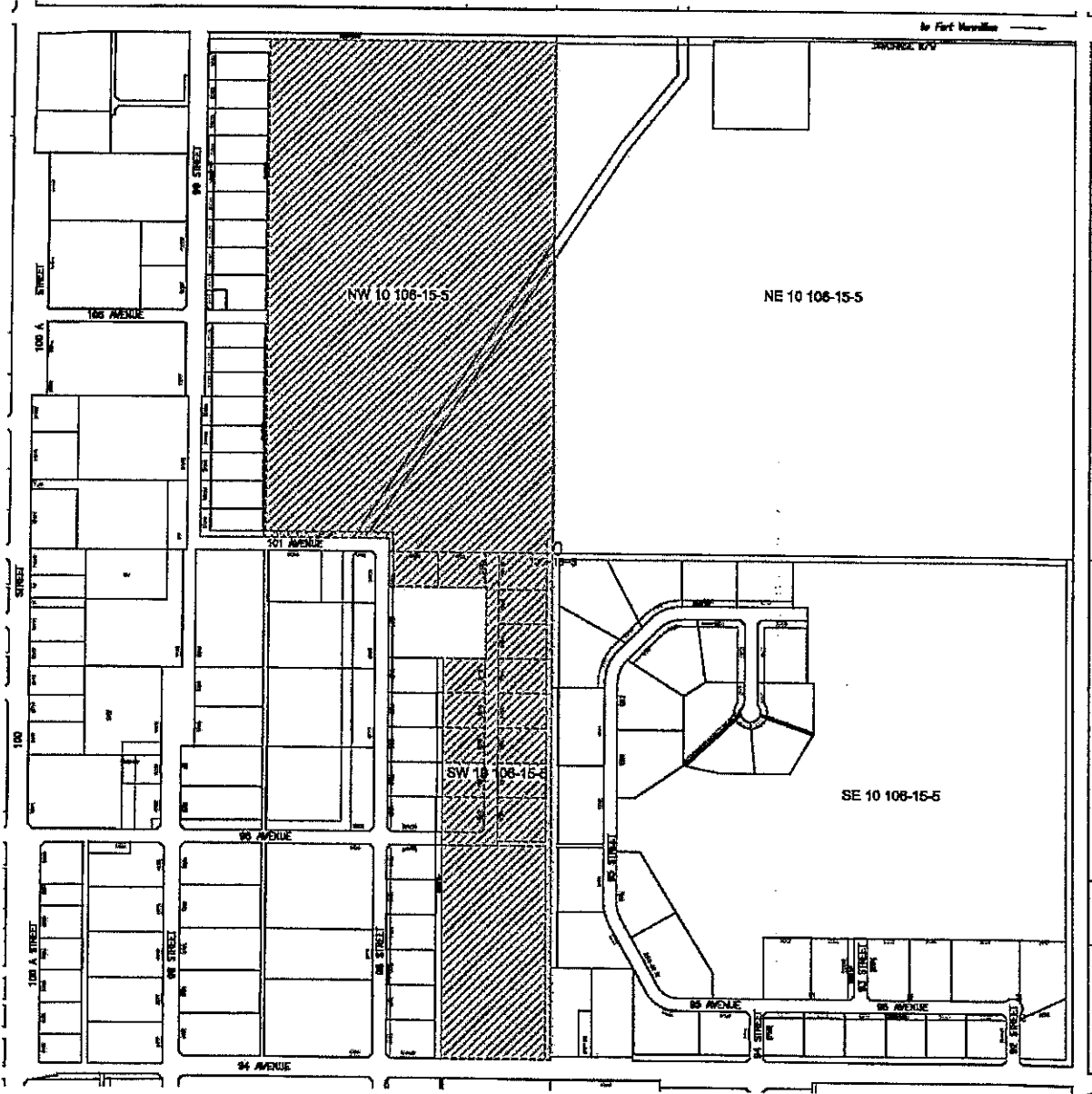
\_\_\_\_\_  
Carol Gabriel, Executive Assistant



BYLAW No. 651/07

SCHEDULE "A"

- 1. That the off site levy be imposed on the following industrial areas, as seen shaded:



**BYLAW NO. 555/06**

**BEING A BYLAW OF THE  
MUNICIPAL DISTRICT OF MACKENZIE NO. 23  
IN THE PROVINCE OF ALBERTA**

**A BYLAW OF THE MUNICIPAL DISTRICT OF MACKENZIE NO. 23  
FOR THE IMPOSITION OF AN OFFSITE LEVY**

**WHEREAS**, the Municipal Government Act, being Chapter M-26.1 of the Statutes of Alberta enables Council by Bylaw to provide for the imposition and payment of an off-site levy in respect of land to be developed or subdivided;

**AND WHEREAS**, an off-site levy may be used only to pay for all or part of the capital cost for a new or expanded facilities for the storage, transmission, treatment or supplying of water; and new or expanded facilities for the treatment, movement or disposal of sanitary sewage,

**NOW THEREFORE**, the Council of the Municipal District of Mackenzie No. 23, in the Province of Alberta, duly assembled, hereby enacts as follows:

1. The Municipality, in its discretion may impose an off-site levy.
2. The off site levy shall be for the provision of sewer service by the installation of sewer lines to the industrial areas of Section 10-106-15 W5M.
3. Area benefiting with the imposition of this bylaw as outlined on Schedule "A" attached hereto.
4. The Administration of the Municipal District of Mackenzie may enter into an agreement in respect to payment of the off-site levy for larger subdivisions.
5. In the absence of an agreement for the payment of an off-site levy, where an owner of land proposes to construct a development, the payment of such levy shall be made prior to the issuance of a development permit.
6. The off-site levy charges for this project shall be \$691.09 per acre.
7. The off-site levy was calculated as follows:

Total cost of \$190,740.93 divided by 276 acres equals \$691.09 per acre to cover the costs of the sewer installation.

*Current Bylaw*

This bylaw comes into force at the beginning of the day of third and final reading thereof.

First reading given on the 7<sup>th</sup> day of March, 2006. (06-163)

(signature on file)  
Bill Neufeld, Reeve

(signature on file)  
Mary Jane Driedger, Acting Executive  
Assistant

Second reading given on the 26<sup>th</sup> day of April , 2006. (06-302)

(signature on file)  
Bill Neufeld, Reeve

(signature on file)  
Mary Jane Driedger, Acting Executive  
Assistant

Third reading and assent given on the 26<sup>th</sup> day of April, 2006. (06-303)

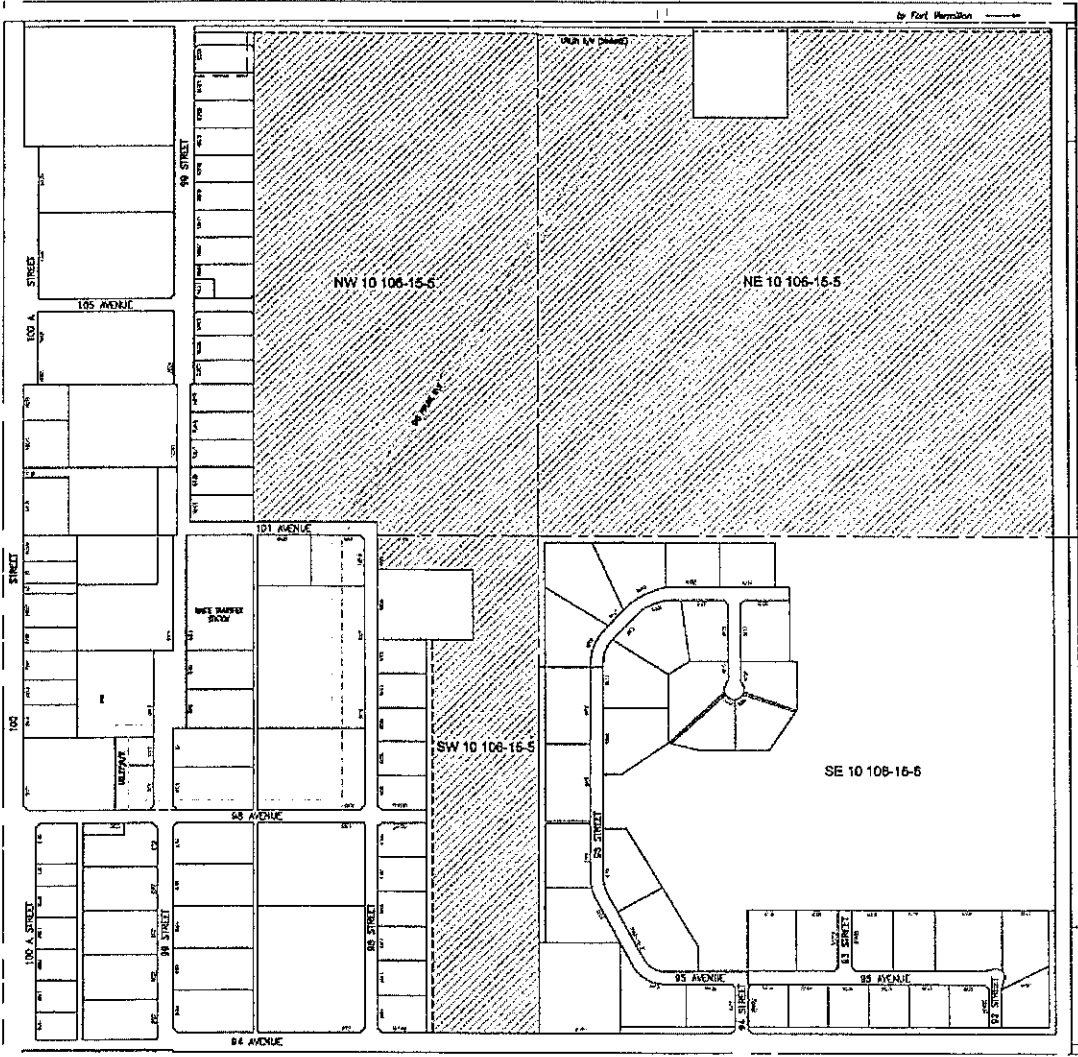
(signature on file)  
Bill Neufeld, Reeve

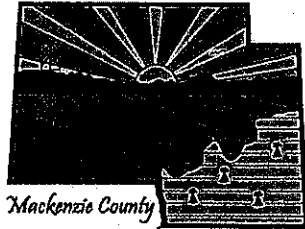
(signature on file)  
Mary Jane Driedger, Acting Executive  
Assistant

**BYLAW No. 555/06**

**SCHEDULE "A"**

- 1. That the off site levy be imposed on the following industrial areas, as seen shaded:





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>April 10, 2008</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Director of Corporate Services</b>
<b>Title:</b>	<b>Tax write-offs</b>

**BACKGROUND / PROPOSAL:**

Under MGA, section 347, Council of a municipality has the ability to cancel or reduce tax arrears.

**OPTIONS & BENEFITS:**

The following is proposed for the tax write-offs:

Property description	Comment	Arrears
Roll 072045 - Stall 14 10306 - 101 Street in Parkside Village, La Crete	Taxes on this rental property located on Stall 14 10306 - 101 Street in Parkside Village is two years in arrears. The trailer was moved off the property in April 2007 with no indication as to where it went. Mail has been returned "Moved/Unknown".	The arrears of \$604.44 include penalties of \$123.65 and tax levies totaling \$480.79.
Roll 072047 - Stall 12, 10306 - 101 Street in Parkside Village, La Crete	The previous occupant of this location sold their trailer which was moved off. The current resident moved on to Stall 12 in July 2007 with his own trailer. Taxes were not paid in 2006 by the previous occupant. The current owner paid taxes for the length of time he occupied the space in 2007 which left a balance owing of \$174.10.	The arrears of \$174.10 include penalties of \$40.59 and tax levies totaling \$133.51.
Roll 072051 - Stall 4, 10306 - 101 Street in Parkside Village, La Crete	The trailer was moved out of the County in February 2007.  Under the MGA section:  368(4) When a designated manufactured home is moved out of a municipality, (a) it becomes exempt from taxation by that municipality when it is moved,	The arrears of \$227.55 include penalties of \$12.88 and tax levies totaling \$214.67.

**Author:** \_\_\_\_\_ **Review By:** \_\_\_\_\_ **CAO** \_\_\_\_\_

Property description	Comment	Arrears
Roll 076431 – Lot 01, Block 28, Plan 0321401, La Crete	In 2003, a subdivision was registered under Lot 01, Block 28, Plan 0321401 and the tax roll 076431 was created. In 2005, it was decided that this lot was too small and a new subdivision was created with Lot 1 increasing in size and becoming Lot 09, Block 05, Plan 22329 with 082142 tax roll. As there is a history to tax roll 076431, the roll had to remain on record, but should have been inactivated. The roll was not inactivated and it carried an assessment of \$24,870 for 2006 and \$26,850 for 2007 taxation years, which resulted in taxes being levied of \$273.47 in 2006 and \$299.21 in 2007 plus penalties totaling \$69.15.	The arrears of \$641.83 include penalties of \$69.15 and tax levies totaling \$572.68.
Roll 197565 - Lot 03, Block 02, Plan 7920958, Fort Vermilion	The Federal Government disagreed with the \$2,529,210 assessment for the new RCMP building located on Lot 03, Block 02, Plan 7920958, Fort Vermilion (Tax Roll 197565). When the taxes were paid through the Grants in Lieu, they chose to decrease the assessment value of this property, which resulted in a decrease in the taxes they would pay by \$29,645.14 (see worksheet attached with detailed calculations)	\$29,645.14
Roll 313865 - Lot 09, Block 13, Plan 8323074, Fort Vermilion	When the Federal Government paid taxes through Grants in Lieu they advised that they do not pay for towers and fences located on Lot 09, Block 13, Plan 8323074 (Tax Roll 313865) which resulted in a decrease in the taxes they would pay by \$80.55.	\$80.55

**COSTS & SOURCE OF FUNDING:**

Property Tax Write-Offs, code 2-12-30-00-922 (included in the 2008 Operating Budget):

Property description	Arrears (excluding school & seniors portion and including penalties)
Roll 072045 - Stall 14 10306 – 101 Street, Parkside Village, La Crete	\$430.72
Roll 072047 - Stall 12, 10306 – 101 Street, Parkside Village, La Crete	\$154.95
Roll 072051 - Stall 4, 10306 – 101 Street, Parkside Village, La Crete	\$152.58
Roll 076431 – Lot 01, Block 28, Plan 0321401, La Crete	\$440.38
Roll 197565 - Lot 03, Block 02, Plan 7920958, Fort Vermilion	\$20,572.65
Roll 313865 - Lot 09, Block 13, Plan 8323074, Fort Vermilion	\$55.90
<b>TOTAL cost to the County:</b>	<b>\$21,807.18</b>

**RECOMMENDED ACTION:**

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

That tax arrears of \$604.44 for roll 072045, Stall 14, 10306 – 101 Street located in the Hamlet of La Crete be written off.

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

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

That tax arrears of \$174.10 for roll 072045, Stall 12, 10306 – 101 Street located in the Hamlet of La Crete be written off.

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

That tax arrears of \$227.55 for roll 072051, Stall 4, 10306 – 101 Street located in the Hamlet of La Crete be written off.

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

That tax arrears of \$641.83 for roll 076431, Lot 01, Block 28, Plan 0321401 in the Hamlet of La Crete be written off.

**Motion 5:** (requires 2/3)

That tax arrears of \$29,645.14 for roll 197565, Lot 03, Block 02, Plan 7920958 in the Hamlet of Fort Vermilion be written off.

**Motion 6:** (requires 2/3)

That tax arrears of \$80.55 for roll 313865, Lot 09, Block 13, Plan 8323074 in the Hamlet of Fort Vermilion be written off.

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





**Roll 197565 Lot 03, Block 02, Plan 7920958, Fort Vermilion**

2006 Assessment for 2007 taxation year			combined rate (B): 0.015887		Total
Land	Building	Total	Taxation revenue calculation		Total
			School	Seniors	
13,210.00	2,516,000.00	2,529,210.00	11,596.43	700.59	40,181.56
Local Improvement tax					1,161.31
			Total tax bill		41,342.87

Actual amount paid 11,697.73  
 Amount paid excluding local improvement tax 10,536.42 (A)

Calculate assessment accepted by Federal Government: (A) / (B) 663,210.17

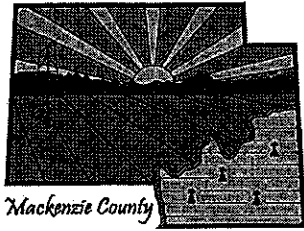
Taxation revenue calculation - paid amounts			Total
School	Seniors	Municipal	Total
3,040.82	183.71	7,311.89	10,536.42

<b>Outstanding amounts</b>	<b>8,555.61</b>	<b>516.88</b>	<b>20,572.65</b>	<b>29,645.14</b>
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**Note 1:** the school and senior rates for 2008 will be amended to reflect the uncollectible amounts of \$8,555.61 and \$516.88.

**Note 2:** we received the new assessment figures for the upcoming year and we are in a process of discussing these with the Federal Government representatives. We may have to set up an allowance for the tax write off for 2008 for this property.





# MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>April 10, 2008</b>
<b>Presented By:</b>	<b>William Kostiw, Chief Administrative Officer</b>
<b>Title:</b>	<b>Attendance at Meetings via Teleconference</b>

### BACKGROUND / PROPOSAL:

Discussion item. The following information relates to Councillor attendance at meetings via teleconference.

Procedural Bylaw 529/05 states:

### Electronic Communication System Meetings

- 401. All council meetings may be conducted by means of electronic communication systems provided the facilities allow all councillors at the meeting to participate and to hear the discussion by all other participants at the meeting.
- 402. A Councillor participating in a meeting described in section 401 will be considered to have voted in the affirmative unless that councillor voices a negative vote on the motion.
- 403. A councillor participating in a meeting described in section 401 is considered to be present at the meeting and will be recorded in the minutes as being present via electronic communication.
- 404. Council recognizes the importance of face-to-face interaction and as such limits each Councillor to a maximum of three meetings annually using electronic communications without Council approval.

Author: C. Gabriel

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

CAO

Honorariums and Expense Reimbursement Bylaw 650/07 states:

**Signing Authority**

- 12. Administration shall have the authority to verify and sign the Reeve and Councillor expense claims and honorariums under the following conditions:
  - (a) Councillors have attended Council meetings in person or by teleconference (up to a maximum of three teleconferences per year).

The Municipal Government Act states:

**Meeting through electronic communications**

- 199(1) A council meeting or council committee meeting may be conducted by means of electronic or other communication facilities if
  - (a) notice is given to the public of the meeting, including the way in which it is to be conducted,
  - (b) the facilities enable the public to watch or listen to the meeting at a place specified in that notice and a designated officer is in attendance at that place, and
  - (c) the facilities enable all the meeting's participants to watch or hear each other.
- (2) Councillors participating in a meeting held by means of a communication facility are deemed to be present at the meeting.

**OPTIONS & BENEFITS:**

**COSTS & SOURCE OF FUNDING:**

**RECOMMENDED ACTION:**

For discussion.

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

**BYLAW NO. 529/05**

**BEING A BY-LAW OF THE  
MUNICIPAL DISTRICT OF MACKENZIE No. 23  
IN THE PROVINCE OF ALBERTA**

**TO PROVIDE THE ORGANIZATIONAL AND PROCEDURAL MATTERS OF  
COUNCIL, COUNCIL COMMITTEES AND COUNCILLORS**

**WHEREAS**, the Municipal Government Act, Being Chapter M-26.1 of the Revised Statutes of Alberta, 2000, hereinafter referred to as the "M.G.A." provides for the establishment of Council committees and other bodies, procedure and conduct of Council, Council committees and other bodies established by Council and the conduct of Councillors and members of Council committees and other bodies established by Council; and

**WHEREAS**, the M.G.A. provides for organizational and procedural matters of Council, Council committees and Councillors.

**NOW THEREFORE**, the Council of the Municipal District of Mackenzie No. 23, duly assembled, enacts as follows:

**Code of Ethics**

The proper operation of democratic local government requires that elected officials be independent, impartial and duly responsible to the people.

To this end it is imperative that:

- a) Government decisions and policy be made through the proper channels of government structure.
- b) Public office not be used for personal gain.
- c) The public have confidence in the integrity of its government.

Accordingly, it is the purpose of these guidelines of conduct to outline certain basic rules for Municipal District of Mackenzie No. 23 Council so that they may carry out their duties with impartiality and equality of services to all, recognizing that the basic functions of elected local government officials are, at all times, services to their community and the public.

To further these objectives, certain ethical principles should govern the conduct of Municipal District of Mackenzie No. 23 Council in order that they shall maintain the highest standards of conduct in public office and faithfully discharge the duties of office without fear or favour.

Councillors shall:

1. Govern their conduct in accordance with the requirements and obligations set out in the municipal legislation of the Province of Alberta.
2. Not use confidential information for personal profit of themselves or any other person.
3. Not communicate confidential information to anyone not entitled to receive the applicable confidential information.
4. Not use their position to secure special privileges, favours, or exemptions for themselves or any other person.
5. Preserve the integrity and impartiality of Council.
6. For a period of twelve (12) months after leaving office, abide by the ethical standards of conduct listed above, except those related to confidential information which shall apply in perpetuity.
7. Not assume that any unethical activities (not covered by or specifically prohibited by these ethical guidelines of conduct, or by any legislation) will be condoned.

### **Municipal Office**

101. In accordance with the M.G.A., the main municipal office shall be the administration office located at Fort Vermilion, Alberta.

### **Chief and Deputy Chief Elected Official**

201. In accordance with the M.G.A., the chief elected official shall have the title of Reeve and the deputy chief elected official shall have the title of Deputy Reeve.
202. Annually, at the organizational meeting of Council, Council shall elect the Reeve and the Deputy Reeve.

## **Meetings of Council**

### ***Organizational Meetings***

301. The organizational meeting of Council shall be held according to the MGA, no later than two weeks after the third Monday in October. Any changes in the date, time and location may be made at a regular Council meeting at least two weeks in advance and must be advertised

### ***Regular Meetings***

303. The dates, times, and place of regular meetings of Council shall be established at the Organizational meeting annually according to the MGA and may be amended by motion of Council at any time.
304. The Chief Administrative Officer shall record the time of arrival and departure of Council members at meetings should a member of Council arrive late at a meeting or depart prior to the completion of the meeting.
305. If a quorum is not present within thirty minutes after the time fixed for regular or special meetings, the Chief Administrative Officer shall record the names of the members present, and the Council shall stand adjourned until the next regular or special meeting.
306. In the case that the Reeve and Deputy Reeve is not in attendance within thirty minutes after the hour appointed for a meeting and a quorum is present, the Chief Administrative Officer shall call the meeting to order and a Chairman shall be chosen by the Councillors present who shall preside during the meeting until the arrival of the Reeve or Deputy Reeve.



## **Electronic Communication System Meetings**

401. All council meetings may be conducted by means of electronic communication systems provided the facilities allow all councillors at the meeting to participate and to hear the discussion by all other participants at the meeting.
402. A Councillor participating in a meeting described in section 401 will be considered to have voted in the affirmative unless that councillor voices a negative vote on the motion.

403. A councillor participating in a meeting described in section 401 is considered to be present at the meeting and will be recorded in the minutes as being present via electronic communication.
404. Council recognizes the importance of face-to-face interaction and as such limits each Councillor to a maximum of three meetings annually using electronic communications without Council approval.

### **Conduct of Meetings**

501. Every delegate to a regular Council meeting, and each member of Council shall address the chair but shall not speak until recognized by the chair.
502. The Reeve or other presiding officer may, upon request of a member of Council, authorize a person in the public gallery to address Council, only on the topic being debated at that time in the meeting and within time limits specified by the Reeve or other presiding officers.
503. A motion may be withdrawn by the mover at any time before voting.
504. The following motions are not debatable.
  - a) Adjournment.
  - b) Take a Recess.
  - c) Question of Privilege.
  - d) Point of Order.
  - e) Limit Debate on the Matter before Council.
  - f) Division of a Question.
  - g) Table the Matter to Another Meeting.
505. Where a question under consideration contains distinct propositions, the vote upon each proposition shall be taken separately when any member so requests or when the Reeve or other presiding officer so directs.
506. Whenever the Reeve or other presiding officer is of the opinion that a motion is contrary to the rules and privileges of the Council or Council Committee, he shall appraise the member thereof immediately, before putting the question, and shall cite the rule or authority applicable to the case without argument or comment, unless otherwise decided by a two-thirds majority vote of the members present.



507. In all cases not provided for in the proceedings of the Council and Council Committee, the "Revised Roberts Rule of Order" shall be followed and in such cases the decision of the Reeve or other presiding officer shall be final and accepted without debate.

### **Delegations**

601. A person or a representative of any delegation or group of persons who wishes to bring any matter to the attention of the Council or who wishes to have any matter considered by the Council shall address a letter or other communication to the Council outlining the subject to be discussed. The letter shall be typewritten or legibly written, signed by the correct name of the writer, delivered or mailed to the office of the Chief Administrative Officer so that it arrives at least at 4:30 o'clock in the afternoon seven calendar days immediately preceding the meeting at which it is to be presented, and it shall contain the full mailing address of the writer. If he or she wishes to appear before Council it shall be so stated in the letter.
602. Delegations shall be granted a maximum of fifteen (15) minutes to present the matter outlined in their letter. Where the Reeve or other presiding officer determines that additional time shall be granted to a delegation, additional time shall be granted in the length specified by the Reeve or other presiding officer.
603. Notwithstanding Section 602, where the Reeve or other presiding officer determines that sufficient time has been granted to a delegation to present the matter outlined in their letter, the Reeve or other presiding officer may limit the length of time granted to the delegation.
604. Delegations who have not submitted a letter in accordance with Section 601 may be granted by the Reeve or other presiding officer a maximum of 15 minutes to outline the matter they wish to present to Council, and following that outline, the Reeve or other presiding officer shall determine if the delegation is to be granted time under Sections 602 and 603 to present the matter outlined.

### **Agenda and Order of Meetings**

701. Prior to each regular meeting, the Chief Administrative Officer shall prepare a statement of the order of business to be known as the "Agenda" of all business to be brought before the Council at the regular meeting.

702. To enable the Chief Administrative Officer to prepare a proper agenda, all documents and notice of delegations intended to be submitted to the Council shall be submitted to the Chief Administrative Officer not later than 4:30 p.m., seven calendar days before the regular meeting.
703. Additions placed on the agenda at the meeting shall be discouraged, however an addition may be made to the agenda with a simple majority consent of Councillors present. Actions resulting from the agenda additions require unanimous consent given by those Councillors present. Exceptions to actions requiring unanimous consent are a tabling motion or that the agenda item be received as information.
704. The Chief Administrative Officer shall, to the best of his ability, place at the disposal of each member of Council, a copy of the agenda and all supporting materials not later than 4:30 p.m., four calendar days before the regular meeting.
705. The only exception to Section 704 shall be "in camera" issues, which shall be distributed at the Council meeting and shall be returned to the Chief Administrative Officer immediately after the Council meeting. Large volume documentation supporting "in camera" issues may be distributed to Council prior to the Council meeting.
706. Motions of Council or Council Committees do not require a seconder.
707. Prior to each regular Council meeting, Council may conduct a Committee of the Whole meeting. The Committee of the Whole meeting provides Council with an opportunity to discuss issues before they are brought to the table in the form of a Motion.

#### **Individual Recording of Council Proceedings**

801. No person shall, unless a two thirds majority consent of Council is given, record the proceedings of Council through tape recorder, video camera, or other devices. This provision does not apply to the preparation of the minutes of the Council meetings by the Chief Administrative Officer or the designate of the Chief Administrative Officer.

**Council Committees and Boards**

901. Standing Committees shall be established by Council from time to time and shall be governed by the Terms of Reference adopted by Council.
902. Members of any M.D. of Mackenzie Committees or Boards that have legal decision making powers shall vote on all matters entertained by that Committee or Board.
903. Where a Committee or Board member fails to comply with Section 902 that member shall be automatically disqualified.

**General**

1001. By-law No. 443/04 and all amendments thereto are hereby repealed.

First Reading given on the 26<sup>th</sup> day of October 2005.

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

"C. Woodward" (signature on file)  
Christine Woodward, Executive Assistant

Second Reading given on the 26<sup>th</sup> day of October, 2005.

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

"C. Woodward" (signature on file)  
Christine Woodward, Executive Assistant

Third Reading and Assent given on 26<sup>th</sup> day of October, 2005.

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

"C. Woodward" (signature on file)  
Christine Woodward, Executive Assistant

**BYLAW NO. 650/07**

**BEING A BY-LAW OF THE  
MACKENZIE COUNTY  
IN THE PROVINCE OF ALBERTA**

**TO PROVIDE FOR HONORARIUMS AND RELATED EXPENSE  
REIMBURSEMENT FOR COUNCILLORS  
AND  
APPROVED COMMITTEE MEMBERS**

**WHEREAS**, the Municipal Government Act, being Chapter M-26.1 of the Revised Statutes of Alberta, 1994, hereinafter referred to as the "M.G.A." provides for decisions of council to be made by resolution or bylaw, and

**WHEREAS**, the council is desirous of establishing compensation of Councillors and approved committee members for their meeting time and their out of pocket expenses while on official municipal business,

**NOW THEREFORE**, the Council of Mackenzie County, duly assembled, enacts as follows:

**Honorariums**

1. Monthly honorariums shall be paid to each Councillor for their time spent conducting the business of the municipality as follows:  

Reeve	- \$900 per month
Councillor	- \$600 per month
2. Councillors in attendance at council meetings, approved council committee meetings, seminars and conventions shall be paid \$200.00 per day plus mileage and meal allowance, where applicable. When two or more complete meetings are attended in one day, a total of \$300 (1.5 per diems) shall be paid.
3. Members-at-large appointed to approved council committees shall be paid \$150.00 per day when in attendance at approved council committee meetings, seminars and conventions, plus mileage and meal allowance, where applicable. When two or more meetings are attended in one day, a total of \$225 (1.5 per diems) shall be paid.
4. Travel time to and from any council meeting, approved council committee meeting, seminar and/or convention shall be paid mileage and meal allowance, where applicable. Councillors driving to a

seminar/convention shall be paid \$200.00 for one travel day there and one travel day back. Only one per diem per day shall be allowed.

5. A monthly communication allowance shall be paid
  - (a) equal to the actual cost of internet access, and
  - (b) a computer allowance of \$50, and
  - (c) a telephone allowance of \$60.

### **Transportation Expenses**

6. Mileage shall be paid at the current non-taxable rate (as allowed by Revenue Canada) for each kilometer travelled by each Councillor and member-at-large who is travelling with their personal vehicle on business of the municipality or its committees. Such mileage shall be calculated from the place of residence of the Councillor or member-at-large to the place of the meeting and return. In addition, such mileage allowance shall apply to any approved convention or seminar.
7. Taxi fares, automobile rental, parking charges and public transportation fares will be reimbursed upon presentation of a receipt.

### **Reimbursement for Accommodations and Meals**

8. Where a Councillor or committee member is required to travel on municipal business and overnight accommodation away from his/her regular place of residence is necessary, he/she may claim in respect of the time spent on travel status
  - (a) Either
    - (i) reimbursement of the cost of accommodation in a hotel, motel, guest-house, inn or other similar establishment, on a receipt submitted with the municipal expense account form, or
    - (ii) an allowance of \$50.00 per night
  - (b) in respect of each breakfast, lunch, or dinner, either
    - (i) reimbursement of the cost of the meal, excluding alcoholic beverages, and of an amount equal to the

amount of the gratuity paid on the meal to a maximum of 15% of the cost of the meal as shown on the receipt, or

- (ii) the appropriate meal allowance, without receipt, as follows:

breakfast - \$15 including GST  
(if time of departure is prior to 7:30 a.m.)

lunch - \$15 including GST  
(if time of return is after 1:00 p.m.)

dinner - \$25.00 including GST  
(if time of return is after 6:30 p.m.)


9. Meal claims will be calculated based on reasonable travel times to get to and return from meeting commencement and conclusion times.
10. A Councillor and committee member may claim
- (a) an allowance of \$5.00 for personal expenses for each full 24-hour period on travel status.
- (b) reasonable telephone expenses on County business.

### **Benefits**

11. A group benefits package shall be made available to each Councillor; should the Councillor choose to opt in the benefits shall be paid for entirely by the Councillor.

### **Signing Authority**

12. Administration shall have the authority to verify and sign the Reeve and Councillor expense claims and honorariums under the following conditions:

-  (a) Councillors have attended Council meetings in person or by teleconference (up to a maximum of three teleconferences per year).
- (b) Workshops, conferences, conventions that have been approved by Council prior to submission of expense claim.

- (c) Attendance at Committee meetings or Task Force meetings will be in accordance with the bylaws or Terms of Reference of that committee or task force.
13. In the event that a discrepancy is noted on an expense or honorarium claim, Administration shall forward the claim to the Reeve for final decision.
  14. Council members will supply their expense claims and honorariums within 60 days after the incurrence of the expenditure. After this time, the expense claims will not be paid, unless there are special circumstances.
  15. Council members will submit their December expense claim and honorarium by January 31 of the following year in order to expedite the closing of the year-end accounts.
  16. No expenses other than those listed in this bylaw may be claimed.
  17. This bylaw shall come into effect the day that it is passed and rescind Bylaw 604/06 and all amendments made thereto.

First Reading given on the 24<sup>th</sup> day of October, 2007.

(signature on file)  
Greg Newman, Reeve

(signature on file)  
Carol Gabriel, Executive Assistant

Second Reading given on the 24<sup>th</sup> day of October, 2007.

(signature on file)  
Greg Newman, Reeve

(signature on file)  
Carol Gabriel, Executive Assistant

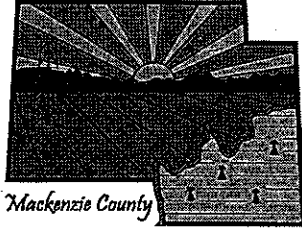
Third Reading and Assent given on the 24<sup>th</sup> day of October, 2007.

(signature on file)  
Greg Newman, Reeve

(signature on file)  
Carol Gabriel, Executive Assistant







## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>April 10, 2008</b>
<b>Presented By:</b>	<b>William Kostiw, Chief Administrative Officer</b>
<b>Title:</b>	<b>Special Council Meeting – April 29, 2008</b>

### BACKGROUND / PROPOSAL:

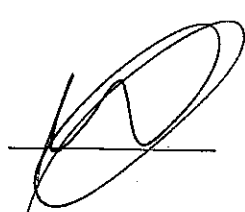
A Special Council meeting is required for the opening and awarding of the CAMRIF tenders and to review the 2008 preliminary budget.

### OPTIONS & BENEFITS:

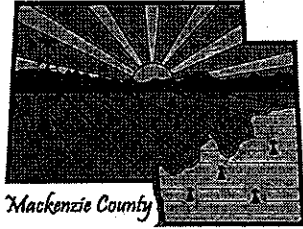
### COSTS & SOURCE OF FUNDING:

### RECOMMENDED ACTION:

That a Special Council meeting be held on Tuesday, April 29, 2008 at 1:00 p.m. at the Fort Vermilion Council Chambers for the purpose of awarding the CAMRIF tenders and to review the 2008 preliminary budget.

Author: \_\_\_\_\_ Review By: \_\_\_\_\_ CAO 





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>April 10, 2008</b>
<b>Presented By:</b>	<b>William Kostiw, Chief Administrative Officer</b>
<b>Title:</b>	<b>AAMD&amp;C Centennial Project</b>

### BACKGROUND / PROPOSAL:

Discussion item. The writer of the AAMD&C Centennial Book project is requesting information about Mackenzie County, see attached list of questions.

### OPTIONS & BENEFITS:

### COSTS & SOURCE OF FUNDING:

### RECOMMENDED ACTION:

For discussion.

Author: \_\_\_\_\_ Review By: \_\_\_\_\_ CAO 



## Carol Gabriel

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**From:** Stephen Scriver [scriver@telusplanet.net]  
**Sent:** Wednesday, March 26, 2008 3:23 PM  
**To:** Carol Gabriel  
**Subject:** AAMDC Centennial Project

**Attachments:** Mackenzie County qs.doc



Mackenzie  
County qs.doc (40 kb)

Hello,

I am Stephen Scriver, the writer of the AAMDC Centennial book project, which you may have heard about at the convention last week. I have accessed some information about your M.D. from the internet.

The questions I am sending are to confirm much of the information and also to make sure I am up to date with activity in Mackenzie County.

I hope that you or someone in your administration can answer these questions. Please feel free to contact me for clarification.

Thanks for doing this.

Regards,

Stephen Scriver  
8707 - 43 Ave  
Edmonton AB T6K 1B7  
Canada  
780-450-5735 h  
780-239-5735 c  
780-436-9107 f

## Questions for Mackenzie County

What do you consider makes your County unique among the Counties of Alberta?

What are the most unique features offered in your County? Your greatest assets?

What services do you provide that you consider unique among the Counties of Alberta?

Identify any historic sites in your County. Any historical figures or famous Albertans who originated in your area.

What are the major challenges for your County at the present time?

What are the major accomplishments of your County in the past decade?

What are your major initiatives under these categories:

- a) industry
- b) agriculture
- c) natural resources
- d) tourism
- e) residential

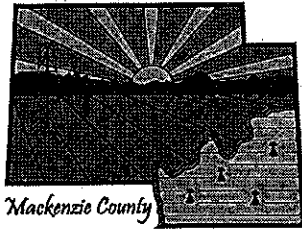
What are the major challenges for your County in the future?

What is the your County's vision for the future?

Are there any features (not covered already) of your County that you feel should not be missed in your profile?

Do you have an electronic version of your logo that we may use?

We are looking for two photos: one that will represent your County in the past and one for the present. If you have any suggestions, please advise us. We will also be searching many archives and databases for these images.



## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>April 10, 2008</b>
<b>Presented By:</b>	<b>William Kostiw, Chief Administrative Officer</b>
<b>Title:</b>	<b>Fort Vermilion &amp; Area Board of Trade</b>

### BACKGROUND / PROPOSAL:

The Fort Vermilion & Area Board of Trade is in the process of setting up their website. They wish to use [www.fortvermilion.ab.ca](http://www.fortvermilion.ab.ca) as their website address; however, Telus requires approval by the County for them to use this address.

### OPTIONS & BENEFITS:

### COSTS & SOURCE OF FUNDING:

### RECOMMENDED ACTION:

That the Fort Vermilion & Area Board of Trade be authorized to use [www.fortvermilion.ab.ca](http://www.fortvermilion.ab.ca) as their website address.

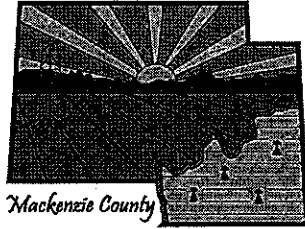
Author: C. Gabriel

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

CAO







## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>April 10, 2008</b>
<b>Presented By:</b>	<b>William Kostiw, Chief Administrative Officer</b>
<b>Title:</b>	<b>REDI Tourism &amp; Travel Committee</b>

### **BACKGROUND / PROPOSAL:**

The Regional Economic Development Initiative established a regional tourism and travel committee in November of 2007. Currently Mackenzie County does not have a representative on this committee.

### **OPTIONS & BENEFITS:**

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

### **RECOMMENDED ACTION:**

That Councillor \_\_\_\_\_ be appointed to the REDI Tourism and Travel Committee.

Author: C. Gabriel

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

CAO 





**Regional Economic  
Development Initiative**  
for Northwest Alberta

incredible!

October 23, 2007

**Re: Tourism and Travel Committee Formation**

Re: Regional Strategy

Our province's ongoing economic boom has created a number of tremendous opportunities for Northwestern Alberta communities. Our communities enjoy an unparalleled quality of life, and it is important that steps be taken to ensure that our region is strategically marketed.

As our region's economy continues to grow so to does the opportunity for regional promotion. Our prosperity affords us the means to develop initiatives that maximize our region's strengths and promote future growth and development.

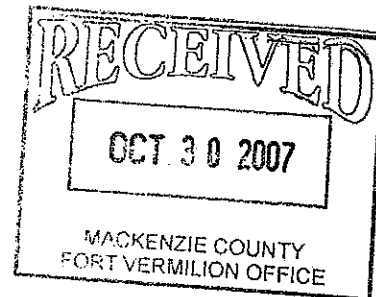
In an effort to encourage strategic partnerships, REDI is seeking to establish a Regional Tourism and Travel Seminar Committee. The proposed committee would address the unique tourism and travel opportunities and challenges faced by our communities.

I look forward to your community's (or chamber's) participation in this endeavor, and to a successful and rewarding outcome. Please reply by email, indicating your community's interest in the project and availability for an inaugural meeting to be held November 22, 2007.

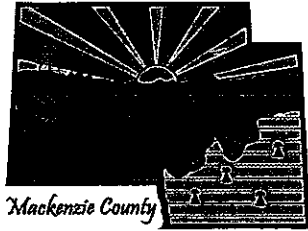
Sincerely

A handwritten signature in black ink, appearing to read 'Jerry Chomiak'.

Jerry Chomiak  
Tourism and Travel Committee Chair  
[www.rediregion.ca](http://www.rediregion.ca)







## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>April 10, 2008</b>
<b>Presented By:</b>	<b>John Klassen, Director of Environmental Services</b>
<b>Title:</b>	<b>Amended Municipal Parks Bylaw 671/08</b>

### BACKGROUND / PROPOSAL:

At the March 26, 2008 Parks and Recreation Committee meeting the Municipal Parks Bylaw was reviewed in detail in order to allow for seasonal camp sites at designated campgrounds within the County. Therefore administration proposes that the Municipal Parks Bylaw be amended as attached.

### OPTIONS & BENEFITS:

To provide seasonal campsite options in designated areas within the County.

### COSTS & SOURCE OF FUNDING:

N/A

### RECOMMENDED ACTION:

#### **MOTION 1**

That first reading be given to the Municipal Parks Bylaw 671/08

#### **MOTION 2**

That second reading be given to the Municipal Parks Bylaw 671/08

**Author:** John Klassen **Reviewed By:** \_\_\_\_\_ **CAO** 

**MOTION 3**

That consideration be given to go to third reading of the Municipal Parks Bylaw 671/08

**MOTION 4**

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

**Author:** John Klassen **Reviewed by:** \_\_\_\_\_ **CAO** \_\_\_\_\_

**BYLAW 671/08**

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

**TO PROVIDE FOR THE CONTROL AND OPERATION OF  
PARKS, CAMPGROUNDS AND OTHER PUBLIC AREAS  
WITHIN  
MACKENZIE COUNTY**

**WHEREAS** pursuant to the Municipal Government Act, being chapter M-26.1 of the Revised Statutes of Alberta, 2000 and amendments thereto the Council of the Mackenzie County may pass bylaws respecting people, activities and things in, on or near a public place or place that is open to the public; and

**WHEREAS** Mackenzie County and the Province of Alberta have an agreement in place permitting Mackenzie County to administer and enforce the Parks Bylaw at the following sites: Wadlin Lake, Machesis Lake, Tourangeau Lake, Fort Vermilion Bridge Campsite and all day use camp areas within the Municipality.

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

**SECTION 1            SHORT TITLE**

1.1            This Bylaw may be cited as the **“MUNICIPAL PARKS BYLAW”**.

**SECTION 2            DEFINITIONS**

2.1            In this Bylaw, unless context otherwise requires:

- (a)            **“ABANDONED”**, means left standing at a location for more than 72 consecutive hours other than pursuant to a license, permit, or other similar authorization, or prior authorization of a Park Officer;
- (b)            **“ANIMAL”**, means a domestic animal and includes an animal that is wild by nature but has been domesticated;
- (c)            **“CABIN”**, means a non-permanent single floor recreational dwelling, no larger than 600 square feet, built on skids used on a seasonal basis, however, does not include industrial or commercial type dwellings.

- (d) **“CAMPING ACCOMMODATION UNIT”**, means a;
  - i. tent
  - ii. trailer
  - iii. tent trailer
  - iv. van
  - v. truck camper
  - vi. motor home
- (e) **“COUNCIL”**, means the Council of **Mackenzie County**, duly assembled and acting as such;
- (f) **“FIREARM”**, means any device that propels a projectile by means of explosion, spring, air, gas, string, wire or elastic material or any combination of those things;
- (g) **“HIGHWAY”**, means a highway as defined in the Highway Traffic Act;
- (h) **“INDIVIDUAL CAMPSITE”**, means a separate designated stall under this Bylaw;
- (i) **“MOTOR VEHICLE”**, means a motor vehicle as defined in the Highway Traffic Act;
- (j) **“MUNICIPALITY”**, means **Mackenzie County**, a Municipal Corporation in the Province of Alberta.
- (k) **“OFF-HIGHWAY VEHICLE”**, means an off-highway vehicle as defined in the Off Highway Vehicle Act;
- (l) **“PARK”**, means land designated as park, campground or recreation area by the Council;
- (m) **“PARK OFFICER”**, means a person appointed as a Park Officer, a Bylaw Enforcement Officer, a Special Constable appointed pursuant to the provisions of the Police Act, a Statute of Alberta, or a member of the Royal Canadian Mounted Police;



- (n) **“PUBLIC AREA”**, means an area in the County normally accessible for use by the public.
- (o) **“SEASONAL CAMPING STALL”**, means an area identified by Mackenzie County for the usage of seasonal or monthly recreational camping, and may include the use of cabin/RV; *include dates?*
- (p) **“WASTE WATER”**, means;
  - i. Grey water waste: any waste water commonly used during cooking, washing or bathing, but does not contain human or animal feces or urine, and
  - ii. Black water waste: any waste water commonly used to facilitate the flushing of toilets, containing human or animal feces and or urine
- (q) **“WATER ACTIVITY”**, includes swimming, wading, or any other activity resulting in full or partial immersion of a person’s body into water.

**SECTION 3      PARK USAGES**

- 3.1 Any person using a park shall;
  - (a) Keep the land and improvements in a condition satisfactory to a Park Officer.
  - (b) Comply with the instructions, prohibitions and directions prescribed by all lawfully designated and erected signs and notices.
- 3.2 Any person vacating a park shall restore the area to a clean and tidy condition.
- 3.3 No person shall;
  - (a) Interfere with the right of others to the quiet and peaceful enjoyment of a park.
  - (b) Deface, injure or destroy any municipal property in a park.
  - (c) Excavate or remove any tree, plant, or shrub.

- (d) Remove park equipment.
- (e) Display or post any signs or advertisements in a park unless authorized by the Park Officer or Council.
- (f) Remove, deface, damage or destroy any sign boards, signs or notices posted or placed in a park under authority of this or any other Bylaw or Act.
- (g) clean clothing, fish, cooking or eating utensils, vehicles, equipment, or bathe at or near a drinking fountain, standpipe, well or pump in a park.

3.4 All construction must be authorized by the **County**.

3.5 No person shall carry on a business in a park unless he has received permission from the **County** for that purpose.

#### **SECTION 4 REGISTRATION AND CAMPING PERMITS**

4.1 All persons entering a park shall register at the Self-Registration Vault or with a Park Officer.

4.2 Each camping accommodation unit must have an individual camping permit.

4.3 Notwithstanding subsection 4.1 and 4.2 children under the age of 16 years staying in a tent are exempt from registering provided they are staying in an individual campsite that is currently being occupied by a person(s) with a valid camping permit.

4.4 The **County** may issue individual campsite permits, day use permits, or group camping permits under this Bylaw.

4.5 The **County** may provide for and designate areas for day use and overnight camping.

4.6 Permits shall be issued on a first come, first serve basis (with the exception of seasonal camping stalls).

4.7 No person shall camp overnight in a park except in an area designated for that purpose unless otherwise authorized by a Park Officer and has a valid permit.

4.8 No person shall alter a camping permit or transfer a camping permit to another person.

- 4.9 The camping permit shall be made available for inspection by the Park Officer at any time.
- 4.10 A group camping permit may be subject to any conditions the **County** considers appropriate.
- 4.11 The C.A.O. may, in writing, waive any applicable fee to any person or group.
- 4.12 When a campground or park has individual campsites, the maximum allowable combination of motorized vehicles, camping accommodation units, and towed equipment shall not exceed three (3), of which not more than two (2) shall be motorized vehicles
- 4.13 If neither of the two (2) motorized vehicles permitted under section 4.12 is towing a camping accommodation unit or being used for accommodations, two (2) tents may be kept in a campsite in addition to the vehicles permitted under section 4.12.
- 4.14 No person shall camp for more than fourteen (14) consecutive days in the same campground in a park without the written permission of a Park Officer (does not pertain to seasonal camping stalls).
- 4.15 An individual campsite shall be considered to be unoccupied when no camping accommodation unit, motor vehicle, or personal belongings are located on the campsite.
- 4.16 A camping permit is automatically cancelled if the campsite to which it relates to is unoccupied for 24 consecutive hours.
- 4.17 A Park Officer may cancel a camping permit on written notice to the permit holder, if the permit holder contravenes this Bylaw and the permit holder shall vacate the campsite within one hour of receiving such notice.
- 4.18 On the expiration or cancellation of a camping permit, the permit holder shall ensure that the campsite is vacated and that all personal property is removed.
- 4.19 The **County** may add to, delete or vary the terms and conditions to which a permit is issued under this Bylaw.

- 4.20 No visitors shall be allowed in the park after 11:00 p.m. Any person remaining in the park after 11:00 p.m. shall be subject to pay the overnight camping fee.
- 4.21 No person shall occupy or remain in an area designated as a day use area after 11:00 p.m. unless authorized by a Park Officer.
- 4.22 Check out time for overnight camping shall be 2:00 p.m., day rate charges shall apply to overnight campers who check out after 2:00 p.m.

## SECTION 5 SEASONAL CAMPING STALLS

- 5.1 Where designated areas at campgrounds have been identified for monthly or seasonal usage **Mackenzie County** will determine through a fair process how to designate seasonal camping stalls to individuals,
  - (a) If demand for seasonal camping stalls exceeds the current availability, the **County** shall determine through a seasonal camping stall draw,
  - (b) For seasonal camping stalls designated on an annual term, the individual may continue for an additional year, provided that there is no requirement to go to a camping stall draw **and that a completed application, annual fees, and deposit fees, are paid and submitted by March 1 of each year.**
- 5.2 Seasonal camping stall areas will be identified and designated specific locations and sizes by Mackenzie County and must be used solely for recreational purposes.
- 5.3 Any permitted **cabins/RV** can not exceed 600 square feet (only single floor permitted).
- 5.4 Any permitted **cabins/RV** must be a non-permanent removable structure, must be esthetically pleasing, and must have prior approval by the **Parks and Recreation Committee** before the placement on any seasonal camping stall.
- 5.5 **On a seasonal camping stall the maximum allowable units shall not exceed one cabin/RV.**

5.6 **A water/wastewater disposal plan must be submitted with the application to be approved at the discretion of the Parks and Recreation Committee.**

5.7 Any permitted **cabin/RV** must be placed at a location directed by the **County**.

5.8 Only the use of the quiet generators is permitted. This shall be at the discretion of the **County**.

## **SECTION 6 ACCESS RESTRICTIONS**

6.1 No person shall enter or remain in a park or portion of a park where travel or access restrictions have been imposed under this Bylaw.

## **SECTION 7 FIRE**

7.1 No person shall set, light or maintain a fire in a park except in a fireplace, pit or other facility designed for that purpose.

7.2 A person may use any dead vegetation for fuel purposes in a park.

7.3 Where the Municipality is of the opinion that a fire hazard exists in a park, the Municipality may, by erecting signs and notices for the purpose, prohibit the setting, lighting or maintaining of fires in all or part of a park.

7.4 No fire shall be left unattended or be allowed to spread.

7.5 No person shall deposit or dispose of hot coals, ashes, embers or any other burning or smoldering material in a place other than a stove, fire pit, or other place provided for that purpose by the Municipality.

7.6 All fires, hot coals or smoldering materials shall be extinguished before leaving.

7.7 No person shall remove firewood from a park.

**SECTION 8            VEHICLES**

- 8.1        No person shall, within a park, operate or ride an off-highway vehicle that is motor driven, except on a designated trail or area unless otherwise authorized by the Municipality.
- 8.2        A Park Officer may prohibit the entry of a vehicle into any part of a park.
- 8.3        No vehicle shall be parked in a manner or at a location that impedes traffic.
- 8.4        No person shall exceed the posted speed limit with a motor vehicle or off-highway vehicle in a park.
- 8.5        The owner of a motor vehicle or off-highway vehicle which is involved in any contravention of this Bylaw is guilty of an offence.
- 8.6        When a motor vehicle, off-highway vehicle, boat, trailer, equipment, appliance, article, or object
- (a)        Is abandoned,
  - (b)        Remains in an area after the authorization to be in that area has expired, or
  - (c)        Is located in a prohibited area,
- A Park Officer may remove, store or dispose of this item in accordance with this Bylaw.
- 8.7        A Park Officer may seize any vehicle, off-highway vehicle, boat, trailer or any equipment, appliance or other article or object that is being used in a park in contravention of this Bylaw, whether it is found in possession of the person alleged to have committed the contravention or not.
- 8.8        No motor vehicle, off-highway vehicle, boat, trailer, equipment, appliance, article or object that has been removed or seized shall be released to its owner or the owner's agent until all expenses incurred by the Municipality regarding the subject item have been paid. Such charges shall be in addition to any fine or penalty imposed in respect of any violation or to any payment made in lieu of prosecution as provided for in Schedule "A" of this Bylaw.

- 8.9 Pursuant to section 8.8, if any item stored is not claimed by the owner or someone on his behalf, in return for full payment of costs incurred, within 60 days of its removal, the item and its contents shall be turned over to the Municipality to be disposed of.

**SECTION 9 ANIMALS**

- 9.1 All persons having the custody or control of an animal shall
- (a) **At all times have the animal on a leash.**
  - (b) **Be responsible for the immediate clean up of the animals waste upon release.**
- 9.2 A Park Officer may refuse to admit to a park, or require to be removed from a park, any animal if the animal
- (a) Is not under control,
  - (b) Causes a nuisance,
  - (c) Threatens the life, safety, health, or comfort of any person, or
  - (d) Damages property
- 9.3 A Park Officer and/or any other person acting under the supervision of a Park Officer may capture an animal running at large in a park.

- 9.4 When an animal is captured, the Park Officer shall
- (a) Impound the animal, and
  - (b) Make a reasonable attempt to contact the owner or person having custody of the animal.
- 9.5 Where the owner or person having custody of an animal, claims a captured animal from a Park Officer, that person shall pay the fees as set out in the **Mackenzie County's** Animal Control Bylaw.
- 9.6 When an animal has been impounded for the time period required in **Mackenzie County's** Animal Control Bylaw, and no person claims it, a Park Officer may dispose of the animal in accordance with the Animal Control Bylaw.
- 9.7 No person shall bring into a Municipal park, a horse, pony, or beast of burden except with the written authorization from a Park Officer.

## **SECTION 10 WASTE DISPOSALS**

- 10.1 No person shall
- (a) Deposit solid waste matter in a park except in a receptacle or area provided for that purpose by the Municipality.
  - (b) Deposit waste water, sewage or any liquid waste except in a receptacle approved by the municipality.
  - (c) Bring commercial or residential waste matter into a park for disposal.
- 10.2 In areas in a park where waste disposal receptacles are not provided, waste matters shall be carried out of the area for disposal.

## **SECTION 11 NUISANCES**

- 11.1 If, in the opinion of a Park Officer, a nuisance exists on any site which is subject to a permit, the Park Officer may, in writing, order the person causing the nuisance to abate the nuisance, clean the site, or both.



- 11.2 Where a person fails to comply with an order made pursuant to section 11.1 the Park Officer may take whatever steps are necessary to abate the nuisance, clean the site, or both. All costs incurred as a result of the nuisance shall be paid by the offender.
- 11.3 No person who has been removed from a park pursuant to this Bylaw shall, within the following 72-hour period, enter or attempt to enter a park.

**SECTION 12 FIREARMS**

- 12.1 No person shall discharge a firearm in a park or campground unless the firearm is discharged by a
- (a) A Police Officer,
  - (b) A Fish and Wildlife Officer,
  - (c) A duly authorized Municipal employee, agent, or contractor in the performance of their duties.
- 12.2 Notwithstanding section 12.1, a person who is in possession of a firearm in a park shall ensure the firearm is unloaded and
- (a) In a condition such that the barrel and stock are separated and taken apart, or
  - (b) Completely enclosed in a locked case or other covering designed for that purpose.
- 12.3 No person shall hang or dress big game in the park.

**SECTION 13 NO SWIMMING**

- 13.1 Any person engaged in swimming, wading or any other Water Activity in a body of water located in a Park or other Public Area, contrary to a "No Swimming" sign posted in respect of that body of water is guilty of an offence and subject to a fine as set out at Schedule B of this Bylaw.
- 13.2 Any person in or in the immediate vicinity of a Park or other Public Area who is exercising care, control or supervision of a child or children under twelve (12) years of age who is/are engaged in swimming, wading or any other Water Activity contrary to Section 13.1, is guilty of an offence and subject to a fine as set out at Schedule B of the Bylaw.

**SECTION 14        SIGNAGE**

- 14.1    The Council may
- (a)    Subject to the Traffic Safety Act, control and prohibit the movement of vehicular, pedestrian and other traffic by means of signs and notices designated and erected by it, and
  - (b)    Designate and erect other signs and notices governing and prohibiting activities that are provided for in this Bylaw.

**SECTION 15        ADMINISTRATION**

- 15.1    For the purpose of administering and enforcing this Bylaw, a Park Officer may:
- (a)    Enter on and inspect any land, road structure or work in a park;
  - (b)    Order the repair, alteration, improvement, evacuation or removal of or addition to any unauthorized structure or work in a park;
  - (c)    Order any person in a park to cease or refrain from any action, omission or conduct that in the opinion of the Park Officer is dangerous to life or property or detrimental to the use and enjoyment of the park by other persons;
  - (d)    Require any person in a park to inform a Park Officer of:
    - i.    the name, and address of the person, and
    - ii.   any fact or intention relating to the use of the park by that person;
  - (e)    Remove from a park
    - i.    any person making unauthorized use of the park,
    - ii.   any person failing to comply with any provisions of this Bylaw, and
    - iii.  any person creating a nuisance or disturbance or committing a trespass or any undesirable act.

- 15.2 Each section of this Bylaw shall be read and construed as being separate and severable from each other section. Should any section of this Bylaw be found to have been improperly enacted for any reason, then such section apart shall be regarded as being severable from the rest of the Bylaw and the Bylaw remaining after such severance shall be effective and enforceable.

**SECTION 16 FEE RATES FOR USE OF CAMPGROUNDS**

- 16.1 Fees pursuant to this Bylaw shall be paid in accordance with Schedule "A".

**SECTION 17 CONTRAVENTIONS**

- 17.1 The Municipality or Park Officer may cancel or suspend a permit issued under this Bylaw if the permit holder contravenes this Bylaw, or any terms or conditions to which the permit is subject.
- 17.2 Every person who contravenes the provisions of this Bylaw is guilty of an offence and liable to the penalty as prescribed in Schedule "B" of this Bylaw or, on summary conviction to a fine not exceeding two thousand dollars (\$2,000.00) or imprisonment for a term of not more than six (6) months or to both a fine and imprisonment (in accordance with Provincial Regulations).
- 17.3 A Park Officer may commence a summons or offence notice in the form of a violation ticket or long information for the contravention. A Park Officer may serve upon such a person a violation ticket allowing payment of a specified penalty in the amount prescribed in Schedule "B", in lieu of prosecution for the offence.
- 17.4 Violation tickets shall be issued in accordance with the Provincial Offences Procedure Act.

**SECTION 18 EFFECTIVE DATE**

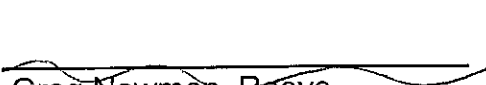
- 18.1 This Bylaw rescinds Bylaw 272/01.
- 18.2 This Bylaw shall come into full force and effect upon third and final reading.

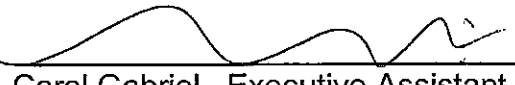
First Reading given on the 10<sup>th</sup> day of April, 2008.

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

  
\_\_\_\_\_  
Carol Gabriel, Executive Assistant

Second Reading given on the 10<sup>th</sup> day of April, 2008.

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

  
\_\_\_\_\_  
Carol Gabriel, Executive Assistant

Third Reading and Assent given on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

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

\_\_\_\_\_  
Carol Gabriel, Executive Assistant

**SCHEDULE "A"**

**Mackenzie County**

**Facilities Available:**

Camping sites: Fort Vermilion Bridge Campsite,  
Machesis Lake,  
Wadlin Lake  
Tourangeau Lake.

**Fee Schedule per Camping Accommodation Unit, Day Use Areas and Seasonal Camping Stalls:**

Day Use: \$6.00  
**(Wadlin Lake Only)**

Seasonal Camping Stalls  
(Designated Campgrounds Only)

Overnight: \$12.00

Seasonal ~~(May 1 - Sept. 30)~~: **\$1500.00**

Weekly: \$72.00

**Plus a \$250.00 damage deposit**

Group Camping: \$50.00 + \$10.00/unit/day, plus \$250.00 Damage Deposit

**NOTES:** Where available, the Group Camping fee allows for reservation of shelter for renter's use only.

Example 1:	15 units @ \$10.00	\$150.00
	Basic fee	<u>\$ 50.00</u>
	Total	\$200.00/day

Example 2:	10 units @ \$10.00	\$100.00
	Basic Fee	<u>\$ 50.00</u>
	Total	\$150.00/day

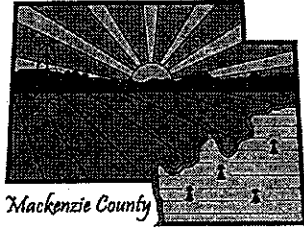
Example 3:	Shelter only (No R. V.'s)	\$ 50.00/day
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**SCHEDULE "B"**

**Mackenzie County**

**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:**

<b>Section</b>	<b>Description</b>	<b>Penalty</b>
Section 3.1 (a)	Fail to keep land in a clean/tidy condition	\$50.00
Section 3.1 (b)	Fail to comply with lawfully posted signs and/or notices	\$50.00
Section 3.2	Fail to restore land to a clean/tidy condition when vacating park	\$50.00
Section 3.3(a)	Interfere with others quiet enjoyment of park	\$50.00
Section 3.3(b)	Deface/injure/destroy object in park	\$75.00
Section 3.3(c)	Excavate or remove plants/plant fixtures from a park	\$75.00
Section 3.3(d)	Remove park equipment	\$75.00
Section 3.3(e)	Unauthorized display signs/ads in park	\$25.00
Section 3.3(f)	Remove/damage etc. authorized signs/notices in park	\$50.00
Section 3.3(g)	Bathe/clean clothing/ fish/utensils etc. at/near drinking fountain/pump in park	\$25.00
Section 3.4	Unauthorized construction in park	\$50.00
Section 3.5	Unauthorized business in park	\$50.00
Section 4.1	Failure to register when entering park	\$50.00
Section 4.2	Failure to obtain camping permit	\$50.00
Section 4.7	Camping in area not designated for that purpose	\$50.00
Section 4.8	Alteration of camping permit	\$50.00
Section 4.9	Failure to produce camping permit upon request	\$50.00
Section 4.12/4.13	Unauthorized combination of vehicles in campsite	\$50.00
Section 4.14	Camping more than fourteen consecutive days	\$50.00
Section 4.21	Remain in day use area after 11:00 p.m.	\$50.00
Section 6.1	Unlawfully enter/remain in park	\$50.00
Section 7.1	Set, light, or maintain fire in unauthorized place	\$50.00
Section 7.3	Set, light, or maintain fire after signs/notices have been erected prohibiting same	\$50.00
Section 7.4	Leave fire unattended/allow to spread	\$50.00
Section 7.5	Deposit/dispose of hot coals/ashes etc. in unauthorized place	\$50.00
Section 7.6	Fail to extinguish fire etc. before leaving	\$50.00
Section 7.7	Remove firewood from a park	\$100.00
Section 8.1	Operate off-highway vehicle where prohibited	\$50.00
Section 8.2	Enter park when prohibited	\$50.00
Section 8.3	Parking in a manner or location that impedes traffic	\$50.00
Section 8.4	Exceed posted speed limit	\$50.00
Section 9.1(a)	Animal running at large	\$50.00
Section 9.1(b)	Animal in prohibited area	\$50.00
Section 9.7	Bring/allow horse/pony etc. unauthorized into the park	\$100.00
Section 10.1(a)	Deposit waste matter in unauthorized area of park	\$50.00
Section 10.1(b)	Deposit waste water or liquid waste in unauthorized area	\$250.00
Section 10.1(c)	Dispose of commercial/residential waste in park	\$50.00
Section 10.2	Fail to carry waste matter from areas in park without receptacles	\$50.00
Section 11.3	Attempt to enter park within 72 hours of removal from a park	\$100.00
Section 12.1	Discharging of firearm	\$100.00
Section 12.2	Improper storage of firearm	\$75.00
Section 12.3	Hang big game in park	\$50.00



## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>April 10, 2008</b>
<b>Presented By:</b>	<b>Mark Schonken, Director of Public Works</b>
<b>Title:</b>	<b>County Bid List</b>

**BACKGROUND / PROPOSAL:**

The County currently follows a bid list approach in allocating miscellaneous projects. These projects vary from small backhoe projects to more significant projects like spot gravel hauling.

The County recently adopted a new purchase policy which requires specific procedures that have to be followed in the purchasing process. A significant component of these procedures is the approach of a best cost option for the County. The best cost option is the process where the TOTAL cost is determined; and then compared against the various quote options.

It is with this principle in mind that management believes that the bid list approach does not conform to the County's purchase policy. This is based on the fact that the bid list only considers a cost per hour rate and does not take into account the total hours that a specific contractor might use. It our experience, that the time spent by different contractors on similar engagements is not the same.

We, therefore, propose that the County do away with the non-conforming bid list approach and align the services requested with the purchase policy.

**OPTIONS & BENEFITS**

**Negative points of the bid list approach:**

- It does not conform to the County's purchase policy;
- Did not result in cost effective allocation of services; and
- Enormous amount of work with no real benefit to the County.

Author: M. Schonken Review Date: \_\_\_\_\_ CAO

**Section 8 of the purchasing policy:**

- i. Up to \$500/item no quotations are required.
- ii. \$500 to \$5,000/item, three (3) quotations shall be obtained by phone or catalogue prices, and recorded on the form provided Schedule B – Quotation Form.
- iii. \$5,001 to \$10,000/item, three (3) written quotations shall be obtained Schedule C – Written Quotation Form.
- iv. \$10,001/item and up, three (3) quotations by advertising tender shall be obtained.

**Benefits of the purchase policy approach:**

- Cost effective application of funds;
- Compliance with the County’s governance policies; and
- Reduce onerous procedures burdening staff with no significant benefit.

**Review of rates:**

The Alberta Road Builders rates should be used as a guide in assessing the costs for projects and similar to the bid list should not be used as the rule.

**Suppliers of services:**

Suppliers might be requested to submit a list of services that they render or equipment for rent.

**COSTS & SOURCE OF FUNDING:**

N/A.

**RECOMMENDED ACTION:**

**Motion 1**

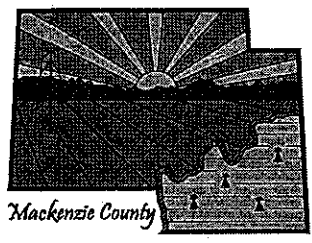
That the County abolish the bid list approach, and to apply a consistent approach to that set by the County’s purchase policy.

**Motion 2**

Contractor be requested to submit a list of services that they provide for notification by the County.

Author: M. Schonken Review Date: \_\_\_\_\_ CAO \_\_\_\_\_





## MACKENZIE COUNTY

### REQUEST FOR DECISION

**Meeting:** Regular Council Meeting

**Meeting Date:** April 10, 2008

**Presented By:** Mark Schonken, Director of Public Works

**Title:** Fuel Program for 2008

**BACKGROUND / PROPOSAL:**

Management is currently reviewing the fuel supply options available to the County. Gas and diesel are significant expense items to the County and should comply with the purchase policy.

Total	Supplier 1		Supplier 2		Supplier 3	
	Liter	\$	Liter	\$	Liter	\$
January	957	703	-	-	87,916	70,116
February	1,141	911	-	-	76,397	59,874
March	929	828	-	-	48,143	41,438
April	908	844	-	-	35,439	30,748
May	593	603	-	-	39,205	34,388
June	978	989	-	-	55,245	47,605
July	1,047	1,055	-	-	46,188	40,405
August	910	861	-	-	49,434	42,285
September	644	614	-	-	36,307	31,985
October	986	891	5,952	5,502	45,224	38,574
November	790	755	3,680	3,753	35,128	33,343
December	698	654	14,929	15,222	37,987	36,875
	10,581	9,707	24,560	24,478	592,613	507,637

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**OPTIONS & BENEFITS**

	<b>Option 1</b>	<b>Option 2</b>	<b>Option 3</b>
<b>Options</b>	Purchases based on an individual transaction basis with quotes being requested from various fuel suppliers.	Purchases based on a predetermined standard which could be linked to either a wagon or rack price.	Purchases divided equally between the various fuel suppliers in the County.
<b>Benefits</b>	This approach might be the easiest method on bulk purchases or monthly purchases.	Will likely result in the most cost effective approach.	No benefit to the County.
<b>Negatives</b>	This might be unpractical especially with small purchases, ie fuel cards.	This might not be practical to all suppliers.	This will likely be the most expensive option to the County.
			This approach eliminates competition.

**COSTS & SOURCE OF FUNDING:**

Funded through the operating budget.

**RECOMMENDED ACTION:**

**Motion 1**

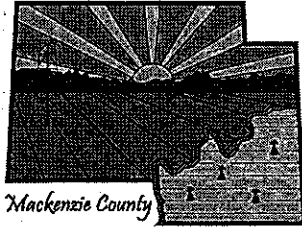
That administration proceed with fuel purchases based on option \_\_\_\_.

Author: M. Schonken

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

CAO





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>April 10, 2008</b>
<b>Presented By:</b>	<b>Mark Schonken, Director of Public Works</b>
<b>Title:</b>	<b>County's Re-Gravelling Program for 2008</b>

**BACKGROUND / PROPOSAL:**

The re-gravelling program with the 2007 contractor has formally expired on August 12, 2007. As a result, management reviewed the options available for the 2008 re-gravelling program.

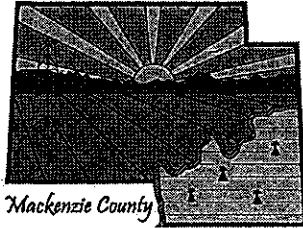
**OPTIONS & BENEFITS**

**Tender options:**

	<b>Option 1</b>	<b>Option 2</b>	<b>Option 3</b>	<b>Option 4</b>
<b>Tender options</b>	Extend the 2007 contract	Tender the 2008 contract for the County in total.	Tender the 2008 contract per pit.	Follow option 3 & 4 with the option to go with the total net cost
<b>Contractors</b>	Single contractor	Single contractor	Multiple contractors	Single or multiple
<b>Costs</b>	Cost saving unknown	Possible cost saving	Possible cost saving	Probable cost saving
<b>County involvement</b>			Likely more involvement	

**Author:** M. Schonken      **Review Date:** \_\_\_\_\_      **CAO** \_\_\_\_\_





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>April 10, 2008</b>
<b>Presented By:</b>	<b>Mark Schonken, Director of Public Works</b>
<b>Title:</b>	<b>Hamlet Dark Spots</b>

**BACKGROUND / PROPOSAL:**

Management in consultation with the local councilors has reviewed various dark areas within and at the hamlet boundaries that might result in a safety risk to the general public. Our primary goal is not to have the intersections fully lit up at this stage but to have at least a single light at the intersection.

Nuisance dark spots were not considered during this process and will only be addressed subsequent to the first phase.

**OPTIONS & BENEFITS**

Four main areas were identified within La Crete and Fort Vermilion, all of which are at intersections.

The two intersections in La Crete are at:

- 89<sup>th</sup> Avenue and 100 Street; and
- 99<sup>th</sup> Street and Highway 697.

The two intersections in Fort Vermilion are at:

- 45<sup>th</sup> Street and Highway 88; and
- 50<sup>th</sup> Street and Highway 88.

**Author:** M. Schonken      **Review Date:** \_\_\_\_\_ **CAO**

**COSTS & SOURCE OF FUNDING:**

Initial discussions with ATCO indicated the cost to be approximately \$15,000 per intersection. However, these amounts should not be quoted as final and was primarily used in the initial budgeting process.

Management anticipates that the AIT might be willing to fund a portion of the lighting but these again will only be confirmed through further negotiations with AIT.

The County has \$80,000 in the capital budget for lighting in the hamlet dark spots and it is anticipated that the four projects will not exceed the budgeted amount.

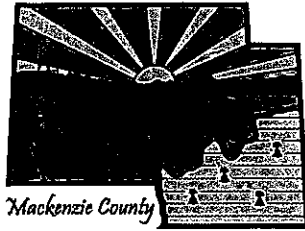
**RECOMMENDED ACTION:**

**Motion 1**

That management proceed with the lighting of the above intersections as presented, subject to final cost estimates from ATCO.

**Motion 2**

That management engage with AIT to secure additional funding.



## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>April 10, 2008</b>
<b>Presented By:</b>	<b>Mark Schonken, Director of Public Works</b>
<b>Title:</b>	<b>Dust control program for 2008</b>

**BACKGROUND / PROPOSAL:**

Management is currently reviewing the dust control options available to the County. The two options available are calcium and oil (DL10-40).

Area	Location	Product	Length	*Width	M2
Schools	Blue Hills Community School	Oil	300	8	2,400
Schools	Vermilion Peace Private School	Oil	300	8	2,400
Schools	Peace Mennonite Private School	Oil	300	8	2,400
Schools	Rocky Lane School	Oil	300	8	2,400
Schools	5 Private Schools @ 300m each	Oil	1,500	8	12,000
Fort Vermilion	Road Adjacent to Hwy 88 South Side x 2	Oil	2,000	8	16,000
Fort Vermilion	Miscellaneous	Oil	520	8	4,160
Fort Vermilion	a. 120 m past the Water Treatment Plant				-
Fort Vermilion	b. 100m past the River Road Park				-
Fort Vermilion	c. 300m past Wayne Mercredi on the way down to the Airport				-
Fort Vermilion	3 Streets	Oil	1,000	8	8,000
Fort Vermilion	Boat Launch Road	Oil	600	8	4,800
Fort Vermilion	Past Airport and Bill Kostiw Residence	Oil	1,200	8	9,600
La Crete	97 Street	Oil	800	9	7,200
La Crete	101 Street	Oil	400	12	4,800
La Crete	River Road North	Oil	200	9	

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





Area	Location	Product	Length	*Width	M2
La Crete	109 Avenue (past tire shop)	Oil	1,600	9	14,400
La Crete	113th	Oil	1,600	9	14,400
La Crete	LC Heritage Site Driveway	Calcium	300	8	2,400
La Crete	89 Avenue	Calcium	200	8	1,600
La Crete	Lakeside	Calcium	800	8	6,400
La Crete	99 Street	Calcium	1,600	12	19,200
La Crete	Past LC Heritage site x 2	Oil	600	8	4,800
La Crete	TWP 106-0	Oil	1,600	8	12,800
7 Mile Corner	One Way east	Oil	650	10	6,500
Zama	Hamlet	Calcium	2,600	7	18,200
Zama	Hamlet	Oil	5,500	7	38,500
Zama Access	2 Passing Zones (km 16 and 35) @ 1000m each	Calcium	2,000	12	24,000
Zama Access	3 Major Intersections (Angus, Sign Corner, Turnout (35 & Access))	Calcium	1,200	12	14,400
Senior Dust Control	22 Applications	Calcium	4,400	8	35,200
Private Applications	12 Applications	Calcium	2,600	8	20,800
Private Applications	10 Applications	Oil	2,850	8	22,800
Private Applications	Redo Applications	Oil	1,150	8	9,200
Private Applications	Redo Private/senior applications due to gravelling over	Calcium	1,200	8	9,600
<b>Total</b>			<b>41,870</b>		<b>353,160</b>

\* Widths are guesses. For calculation purposes, 8 meters is generally used

Calcium	<b>151,800</b>
Oil	<b>201,360</b>

### OPTIONS & BENEFITS

	Calcium	Oil
Positive	Lower cost	Last longer
Negative	Slimy when wet	Potholes

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

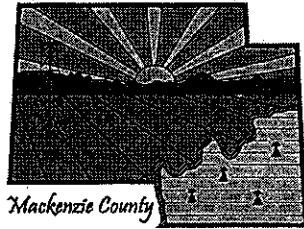


**COSTS & SOURCE OF FUNDING:**

	2007			2008		
	Calcium		Total	Calcium		Total
	Excl Zama	Zama		Excl Zama	Zama	
Total Litres	392,881	83,174				
Total Length	11,100	5,800		9,300	5,800	
Average Width	8.0	7.7		8.0	7.7	
Total M2 (length x average width)	88,800	44,660	133,460	74,400	44,660	119,060
Cost of Calcium of Total Litres (\$)	157,010	32,355	189,365	131,549	32,355	163,904
Cost of Calcium per Litre (\$/L)	0.40	0.39				
Application Rate Litres per M2 (L/M2)	4.42	1.86				
Cost of Calcium per M2 (\$/M2)	1.77	0.72				
	<b>Oil</b>		<b>Total</b>	<b>Oil</b>		<b>Total</b>
Total Litres	517,102	120,714				
Total Length	19,470	5,500		19,470	2,100	
Average Width	8.0	7.0		8.0	7.0	
Total M2 (length x average width)	155,760	38,500	194,260	155,760	14,700	170,460
Cost of Oil of Total Litres (\$)	236,989	61,564	298,553	236,989	23,506	260,495
Cost of Oil per Litre (\$/L)	0.46	0.51				
Application Rate Litres per M2 (L/M2)	3.32	3.14				
Cost of Oil per M2 (\$/M2)	1.52	1.60				
<b>Total M2 (length x average width)</b>			<b>327,720</b>			<b>289,520</b>
<b>Total Cost</b>			<b>487,918</b>			<b>424,399</b>
<b>Assume 10% saving</b>						<b>381,959</b>
<b>Current year budget</b>						<b>400,000</b>

**RECOMMENDED ACTION:**





# MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>April 10, 2008</b>
<b>Presented By:</b>	<b>William Kostiw, Chief Administrative Officer</b>
<b>Title:</b>	<b>Rural Water</b>

### BACKGROUND / PROPOSAL:

Rural water supply has been in demand by various farmers, small business, and First Nations for many years throughout the County. With the very imminent building of a Biomass Power Plant on Highway 88 Connector, rural water is even more important. The power plant and associated electrical infrastructure have a construction value of over \$120,000,000.00. This would generate significant tax dollars estimated at \$700,000.00 annually when the plant is operational.

### OPTIONS & BENEFITS:

### COSTS & SOURCE OF FUNDING:

The intent is to build the trunk lines in stages with the initial line going from Fort Vermilion to the 88 Connector and on to La Crete. The estimated cost of the 6" line installed is \$3,800,000.00 inclusive of materials and installation. Right-of-way would be extra. For 2008 we estimate spending approximately \$500,000.00 to complete plans and secure the right-of-way.

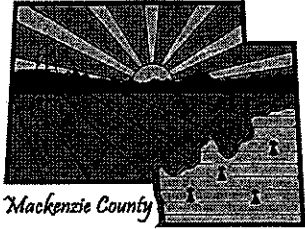
We will also be applying for federal and provincial funding.

### RECOMMENDED ACTION:

That Council approve a preliminary budget of \$500,000.00 for the rural water project with funds coming from the 2008 budget.

**Author:** W. Kostiw **Review By:** \_\_\_\_\_ **CAO** \_\_\_\_\_





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>April 10, 2008</b>
<b>Presented By:</b>	<b>William Kostiw, Chief Administrative Officer</b>
<b>Title:</b>	<b>ADDITION Drainage Improvements Adjacent to Highway 697</b>

### BACKGROUND / PROPOSAL:

Surface water management along Highway 697 has been problematic since the construction of the roadway. We propose to fix the section as attached.

Administration recommends that the County proceed with the final survey and tender the project for construction as per the attached agreement.

### OPTIONS & BENEFITS:

The benefit is control of surface water along this section.

### COSTS & SOURCE OF FUNDING:

Alberta Transportation has agreed to pay 50% up to a maximum of \$50,000.00. The estimated cost is \$85,000.00 including engineering costs.

### RECOMMENDED ACTION:

That administration proceed with the tendering of the water management project along SH 697 as per terms and conditions set out in the agreement with Alberta Infrastructure & Transportation.

**Author:** W. Kostiw **Review By:** CAO





Room 301, Provincial Building  
Bag 900-29, 9621-96 Avenue  
Peace River, Alberta, Canada T8S 1T4  
Telephone (780) 624 6280 Fax (780) 624 2440

April 1, 2008

Our File: PMB 025/08

Mr. Bill Kostiw  
CAO, Mackenzie County  
Box 640  
Fort Vermillion, Alberta  
T0H 1N0

COPY

Dear Mr. Kostiw,

**Re: Memorandum of Agreement**  
**Drainage Improvements Adjacent to Highway 697**

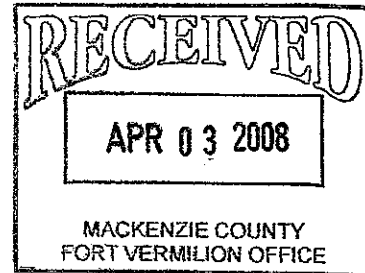
Enclosed is your copy of the fully executed Memorandum of Agreement between Alberta Infrastructure and Transportation and municipality for the Drainage Improvements Adjacent to Highway 697.

If you have any questions, please contact this office at (780) 624-6280.

Yours truly,



Mae Stewart, P.Eng.  
Infrastructure Engineer



cc: Glen Tjostheim, Infrastructure Manager, Alberta Transportation

*MEMORANDUM OF AGREEMENT  
BETWEEN  
ALBERTA INFRASTRUCTURE AND TRANSPORTATION  
AND  
MACKENZIE COUNTY  
FOR  
DRAINAGE IMPROVEMENTS ADJACENT TO HIGHWAY 697*

*AGREEMENT NO. PMB 025/08*

**MEMORANDUM OF AGREEMENT** signed this 27 day of March, 2008 A.D.

**BETWEEN:**

**HER MAJESTY THE QUEEN** in right of the Province of Alberta, in this document  
represented by the Minister of Infrastructure and Transportation.  
(in this document referred to as the "Minister")

**OF THE FIRST PART**

- and -

**MACKENZIE COUNTY**  
in the Province of Alberta  
(in this document referred to as the "Municipality")

**OF THE SECOND PART**

Under the Public Highways Development Act, the Minister may enter into an agreement with a rural municipality for the maintenance improvement of local road drainage; and

Ownership of the said drainage is vested in the Crown in right of Alberta; and

The Minister, as a condition to the use of Provincial funds, deems it necessary to enter into an agreement with the Municipality to ensure the preservation and protection of the said drainage improvements as an efficient means of transportation.

In consideration of the terms and conditions specified in this document the parties agree as follows:

1. The Municipality shall undertake the drainage improvements (in this document referred to as the "project" or "projects") shown in Exhibit 'A' attached to this document and forming part of this Agreement and in accordance with the detailed plans and specifications as approved by the Minister. Exhibit 'A' may be modified by prior written approval of both the Minister and the Municipality.

2. *The Municipality agrees that:*
  - (a) *It will, upon written approval of the Minister, request proposals from engineering consultants for the purpose of engaging a consultant or consultants to provide said engineering services and before signing an agreement with a consultant, submit for the Minister's written approval its recommendations respecting its choice of consultant together with details of all proposals received.*
  - (b) *It will upon written approval of the Minister, administer the calling of a publicly advertized tender or tenders for the improvement work (in this document referred to as the "Contract"), and before awarding the Contract, the Municipality shall submit to the Minister for written approval its recommendations respecting such awarding together with details of all tenders received; and*
  - (c) *It will obtain from the successful bidder (in this document referred to as the "Contractor") security in the amount of:*
    - (i) *50% of the Contract tender price for the due performance of the Contract including the applicable contractor's warranty period; and*
    - (ii) *50% of the Contract tender price for the payment in full of all claims for labor and for material used or reasonably required for use in the performance of the Contract;*
  - (d) *It will withhold at least ten (10) percent of all monies owing to the Contractor for work done under the Contract or possess equivalent security from the Contractor until the Municipality accepts the work covered by the Contract.*
3. *The Minister agrees to pay the costs incurred by the Municipality for all work to a maximum of FIFTY THOUSAND DOLLARS (\$50,000) or 50% of the actual eligible costs, whichever is less, as shown in the Schedule of Costs, in this document referred to as the "Schedule", attached to this document and forming part of this Agreement. Cost over-runs above the amounts shown in the Schedule will only be accepted if approved by the Minister.*
4. *The Minister may grant a portion or all of the funds specified in Clause 3 in trust or provide payments upon submission of invoices submitted by the Municipality based on actual expenditures incurred on the project(s).*
5. *The Municipality will accept the funds granted conditionally by the Minister on the following terms and conditions:*

- a) *The Municipality shall maintain a separate accounting for costs incurred on the project(s) and all funds granted conditionally by the Minister.*
  - b) *The Municipality will ensure expenditures accounted for against the principal amount and any interest earned is only for the work accepted by the Minister under this Agreement.*
  - c) *Any interest earned on the funds granted conditionally to the Municipality will only be applied to the total eligible project(s) expenditures so as to reduce the total shareable cost.*
  - d) *"Interest Earned" shall be calculated based on the actual interest earned by the Municipality so as to maximize the interest on such money, subject to provisions of the 1995 Municipal Government Act or a method agreeable to the Minister.*
  - e) *All funds granted conditionally and accumulated interest not expended prior to April 1<sup>st</sup> in any year, will be retained conditionally by the Municipality and expended on the Project in the following years. The Municipality agrees that any funds and accrued interest unexpended on completion or termination of all Project(s) will be treated as an advance on any future projects as may be specified by the Minister.*
6. *The Municipality agrees to provide written notice and advise the Minister of anticipated costs in excess of the amount for each item shown in the Schedule immediately upon becoming aware of the potential cost increases.*
7. *The parties agree that*
- (a) *Costs incurred for this project will be based on the approved Consultant rate schedule and for actual hours worked or disbursements made by the Consultant, contract unit bid prices and actual quantities utilized, and other approved eligible items, to the maximum amounts shown in the Schedule; and*
  - (b) *The Municipality will receive progress and other billings for eligible costs of the project; that it will certify them in the manner prescribed by the Minister as valid costs of the project; and that it will render to the Minister a billing, with sufficient detail and explanation, equal to the sum of the eligible amounts, less Goods and Services Taxes; and*
  - (c) *The Minister certifies that the goods and/or services ordered/purchased are being purchased by Alberta Infrastructure and Transportation which is an*

*Alberta Government department and are therefore not subject to the Goods and Services Tax; and*

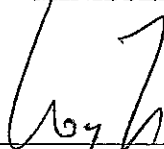
- d) For funds not advanced in trust, the Minister, upon receipt of a billing from the Municipality, will remit funds equal to the amount of the billing to the Municipality; and*
  - (e) The Municipality will pay all progress and other billings, inclusive of applicable Goods and Services Taxes.*
- 8. The Municipality agrees that the Minister shall have the right at all times to inspect the cost records of the Municipality and the work performed under this agreement and shall have the right to require any modification or alteration in the work performed under this agreement to ensure its completion in accordance with the engineering terms of reference, detailed plans and specifications as approved by the Minister.*
- 9. The Municipality agrees that:*
- (a) It will utilize its own employees for general administration of this project; and*
  - (b) It will utilize competent engineering consultants registered and licensed to practice in the Province of Alberta; and*
  - (c) It will provide the Minister with copies of all reports, drawings, design notes, final details and as-constructed information produced by the Consultant; and*
  - (d) It will provide quantity and quality control information and test results to the Minister as requested; and*
  - (e) It will provide the Minister copies of any letters accepting all or part of the work as completed; and*
  - (f) It will schedule all work to be completed by March 31, 2009; and*
  - (g) It will submit its final accounting to the Minister for all work under this Agreement within 120 days of the scheduled completion date, after which no further invoices will be accepted.*
  - (h) The maintenance of the drainage will be the responsibility of Mackenzie County.*
  - (i) The drainage improvements will be outside the highway right of way.*

10. *The Municipality shall indemnify and hold harmless the Minister, his employees and agents from any and all claims, demands, actions and costs or what ever may arise, directly or indirectly, out of any act or omission of the Municipality, its employees or agents, in the performance by the Municipality of this Agreement. Such indemnification shall survive termination of this Agreement.*
12. *The parties agree to give this Agreement a fair and liberal interpretation and to negotiate with fairness and candour, any modification or alteration that may be rendered necessary by changing conditions.*

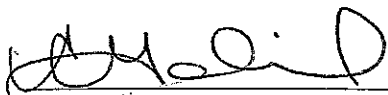
**IN WITNESS WHERE** the parties here have duly signed this Agreement as of the date first written above.


**SIGNED ON BEHALF OF THE  
MINISTER by:**

  
\_\_\_\_\_  
Witness

  
\_\_\_\_\_  
Regional Director  
Alberta Infrastructure and Transportation

**SIGNED ON BEHALF OF  
MACKENZIE COUNTY by:**

  
\_\_\_\_\_  
Witness

  
\_\_\_\_\_  
Signature  
William Kostiw  
\_\_\_\_\_  
Name

*SCHEDULE OF COSTS*



**SCHEDULE OF COSTS – PMB 025/08**

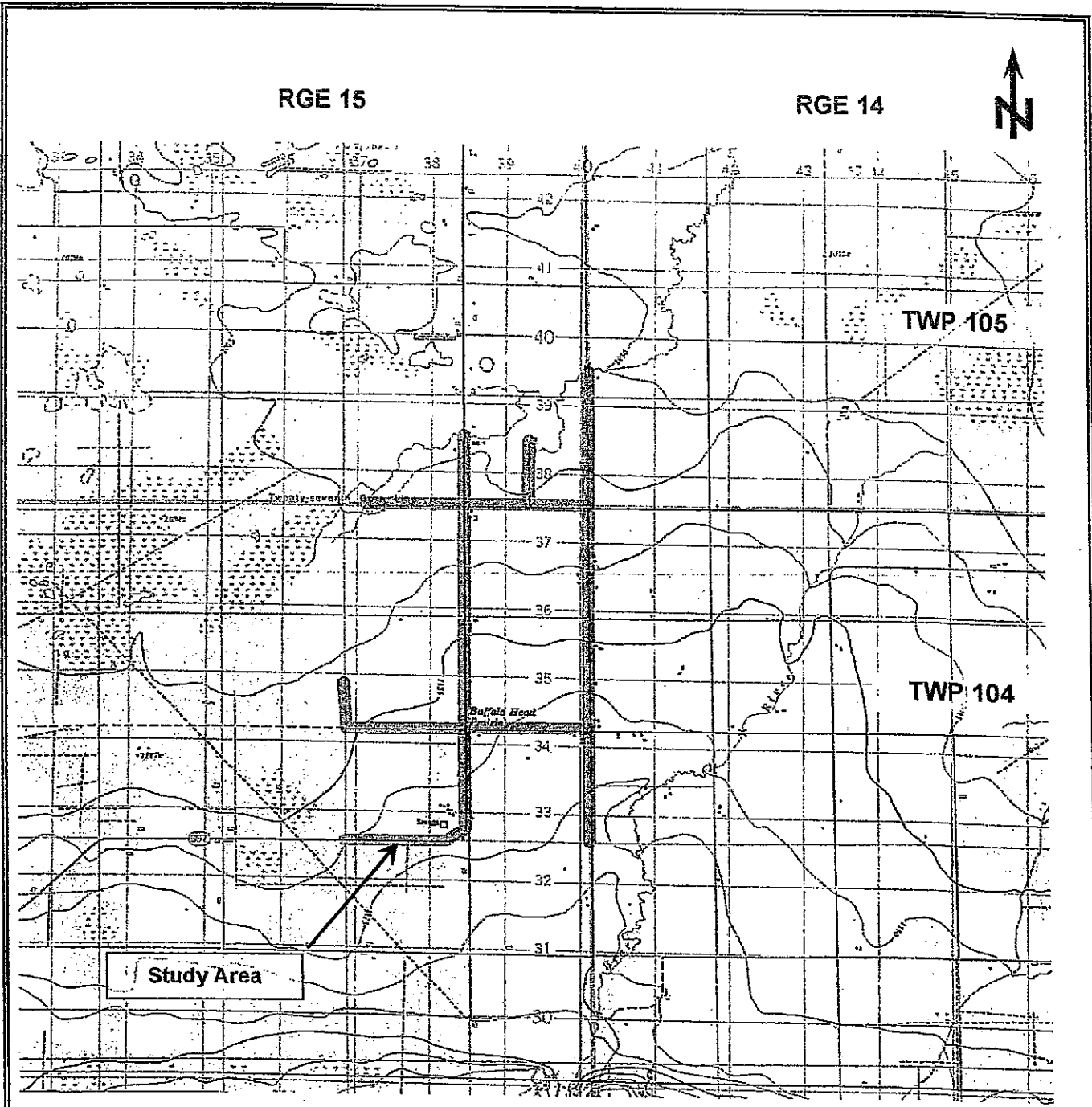
**CONSTRUCTION COST ESTIMATE**

**DRAINAGE IMPROVEMENTS**

**AGENCY:** MACKENZIE COUNTY  
**PROJECT:** Drainage improvements adjacent to Highway 697.  
**LOCATION:** 697:04  
**CONSULTANT:** EXH Engineering Services Ltd.  
**CONTRACTOR:** To be determined

<b>ITEM</b>	<b>AMOUNT</b>
Engineering	\$50,000 Maximum or 50% of Eligible Cost, whichever is less
<b>TOTAL</b>	<b>\$50,000 Maximum</b>

*EXHIBIT "A"*

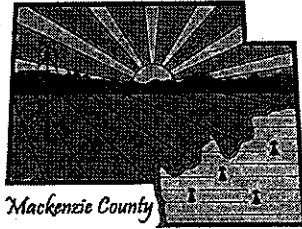


**SITE MAP**

NTS

<b>EXH</b> Engineering Services Ltd.	<b>LOCATION PLAN</b>	
	Buffalo Head Prairie Highway 697	<b>DRAINAGE STUDY AREA</b>





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>April 10, 2008</b>
<b>Presented By:</b>	<b>Ryan Becker, Director of Planning and Emergency Services</b>
<b>Title:</b>	<b>Development Permit 28-DP-08 Part of SE 13-106-14-W5M (88 Connector Area) Direct Control District 1 "DC1"</b>

**BACKGROUND / PROPOSAL:**

On March 11, 2008 Council passed second and third reading to Bylaw 665/08 to rezone Part of SE 13-106-14-W5M from Agricultural District 1 "A1" to Direct Control District 1 "DC1" to accommodate a Biomass Gasification/Electrical Plant.

**OPTIONS & BENEFITS:**

The County received a development permit application for the construction of a Biomass Gasification/Electrical Plant. The discussion with the developers and William Kostiw, CAO concluded that the development permit would be processed subject to a Developers Agreement and the conditions and specifications contained therein. In doing this the developers receives a clear indication of the County's approval of the project which is needed for the shareholders. This also allows the developer additional time to prepare detailed plans for review and consideration by appropriate County staff.

Option 1: Approve Development Permit 28-DP-08 with the proposed conditions.

Option 2: Approve Development Permit 28-DP-08 with other conditions.

Option 3: Refuse Development Permit 28-DP-08.

**Author:** Marion Krahn,  
Development Officer

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

**CAO**

**COSTS & SOURCE OF FUNDING:**

All costs will be borne by the applicant.

**RECOMMENDED ACTION:**

Option 1

**MOTION**

That Development Permit 28-DP-08 be approved with the following condition:

- 1) That the Developer shall enter into a Developers Agreement with Mackenzie County for the construction of the Biomass Gasification/Electrical Plant prior to the commencement of the development and that specific requirements for the development will be outlined in the Developers Agreement.

**Author:** Marion Krahn,  
Development Officer

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

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

## **7.4 DIRECT CONTROL DISTRICT 1 "DC1"**

The purpose of this District is to provide for Direct Control of development where deemed necessary by the Municipal District Council.

### **A. USES**

Land uses will be subject to the approval of Council.

### **B. REQUIREMENTS**

- (1) All site requirements shall be at the discretion of Council, based upon a site plan which is submitted as part of a development permit application.
- (2) All development shall conform to the spirit and intent of the *Municipal District of Mackenzie Municipal Development Plan*.
- (3) Council may refer to other sections of this Bylaw to determine requirements for specific types of proposed land uses on property zoned under this District.
- (4) When deciding a development permit application, Council shall consider the following:
  - (i) the existing and future land use of neighbouring properties;
  - (ii) the provision of municipal services such as water and sewer, roads, and drainage systems;
  - (iii) the provision of access to the subject property; and
  - (iv) any considerations which are unique to the proposed development and/or subject property.
- (5) Council may decide on other requirements as are necessary, having regard to the nature of the proposed development.

### **C. ADMINISTRATION AND PROCEDURES**

- (1) Council shall approve all applications for principal uses on property zoned under this District. Development proposals for secondary or ancillary uses may be delegated to the Development Authority at Council's discretion.
- (2) There shall be no appeal allowed to the Subdivision and Development Appeal Board on decisions made by Council on applications for proposed development on land zoned under Direct Control District.

### **D. LANDSCAPING**

In accordance to Section 4.23 of this Bylaw.



# Development Permit Application

*Indice*

## APPLICANT INFORMATION

I/We hereby make application under the provisions of the Land Use Bylaw for a Development Permit in accordance with the supporting information submitted which will form part of this application.

I/We understand that this application will not be accepted without the following: (a) appropriate development information  
\$25 (residential, farm, public institution)  
\$50 (commercial, industrial, home based business)

Name of Applicant	Mailing Address	Postal Code	Phone Number
MUSTUS ENERGY LTD.	BOX 1420 LA CRETE	T0H 2H0	928-2988

Registered Landowner	Mailing Address	Postal Code	Phone Number
TOM & BRENDA FRIESEN	BOX 778 LA CRETE	T0H 2H0	926-0048

QTR./L.S.	SEC	TWP	RG	M	PLAN NO.	BLK	LOT	Civic Address
SE	13	106	14	W5				

Quarter Section     Hamlet Lot     Acreage /Size     MLL/MSL/TFA

What is the property currently being used for: AGRICULTURE

The proposed development is for:  Commercial  Industrial  Residential  Farm  Home Occupation  Other

Description of proposed development: BIOMASS GASIFICATION / ELECTRICAL PLANT

The property is adjacent to a:  Street/Avenue  Provincial Highway  Local (County) Road  No Road

Proposed commencement and completion of development: Start Date: 2008 05 01 End Date: 2009 10 30

Square footage of development: 5000 Length:  Width:

Approximate construction value (if applicable): \$ 50,000,000.00

### DECLARATION

I/We hereby declare that the information on this application is, to the best of my/our knowledge, factual and correct.

<u>Tom Friesen</u> Permit Applicant Name (Please print)	<u>[Signature]</u> Permit Applicant Signature	<u>2008 03 14</u> Date
--	--	---------------------------

<u>Tom Friesen</u> Land Owner Name (Please print)	<u>[Signature]</u> Signature of Land Owner	<u>2008 03 14</u> Date
--	---	---------------------------

**NOTE:** The signature of the Registered Land Owner is required if the applicant is not the registered landowner. The signing of this application, by the applicant and/or registered landowner, grants permission for necessary inspections of the property to be conducted by authorized persons of Mackenzie County.

### For Administrative Use Only

Development Permit Application No: 28-DP-08 Date Received: Mar 14/08 Date Accepted: March 28/08

Land Use Classification: DC1 Tax Roll No: 074918

Proposed Use of land or Building: Bio-mass Gasification Power Plant

Development Application Fee Enclosed:  Yes  No Amount \$ 50.00 Receipt No: Invoice

La Crete Office: P.O. Box 1690 La Crete AB T0H 2H0 Phone: (780) 928-3983 Fax: (780) 928-3636  
Email: [mkrahn@mackenziecounty.com](mailto:mkrahn@mackenziecounty.com), [rbecker@mackenziecounty.com](mailto:rbecker@mackenziecounty.com)  
Fort Vermilion Office: P.O. Box 640 Fort Vermilion AB T0H 1N0 Phone: (780) 927-3718 Fax: (780) 927-4266  
Email: [lambert@mackenziecounty.com](mailto:lambert@mackenziecounty.com)





# Development Permit Application

## SITE PLAN

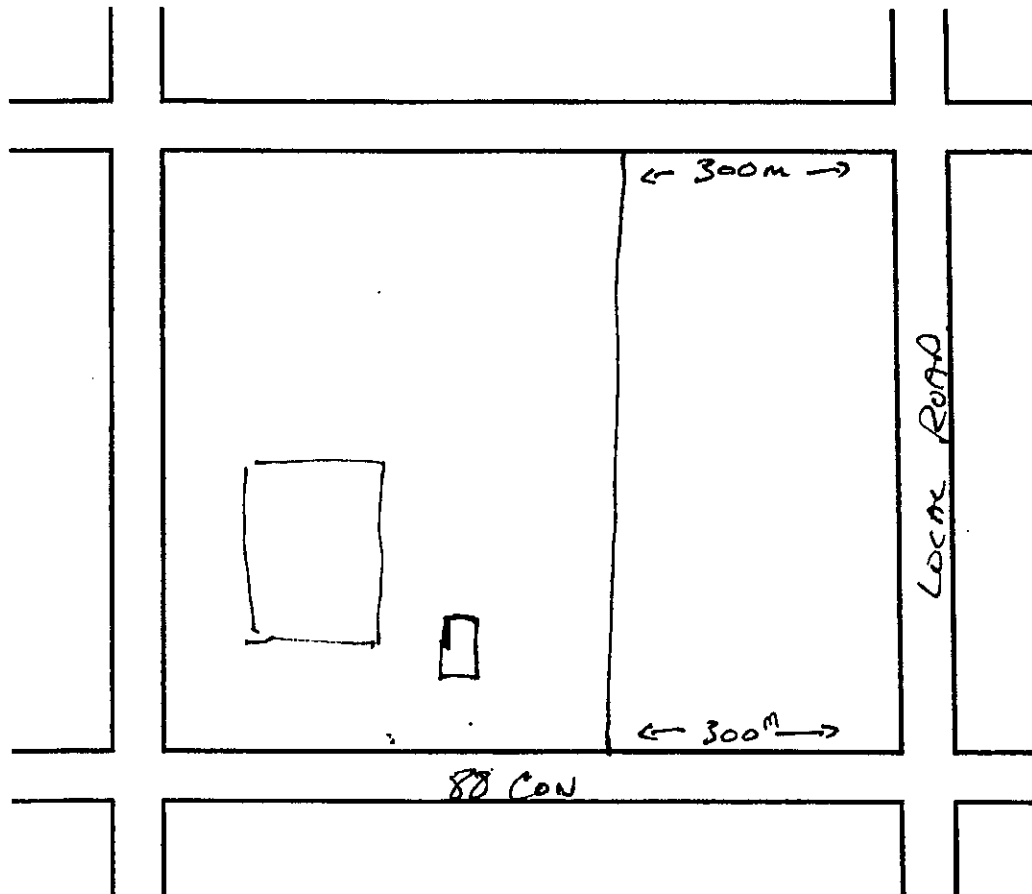
QTR./L.S.	SEC	TWP	RG	M	PLAN NO.	BLK.	LOT	Size of Parcel
SE	13	106	14	W5				ac. ha.

Date of site plan: \_\_\_\_\_

Remarks: \_\_\_\_\_



N

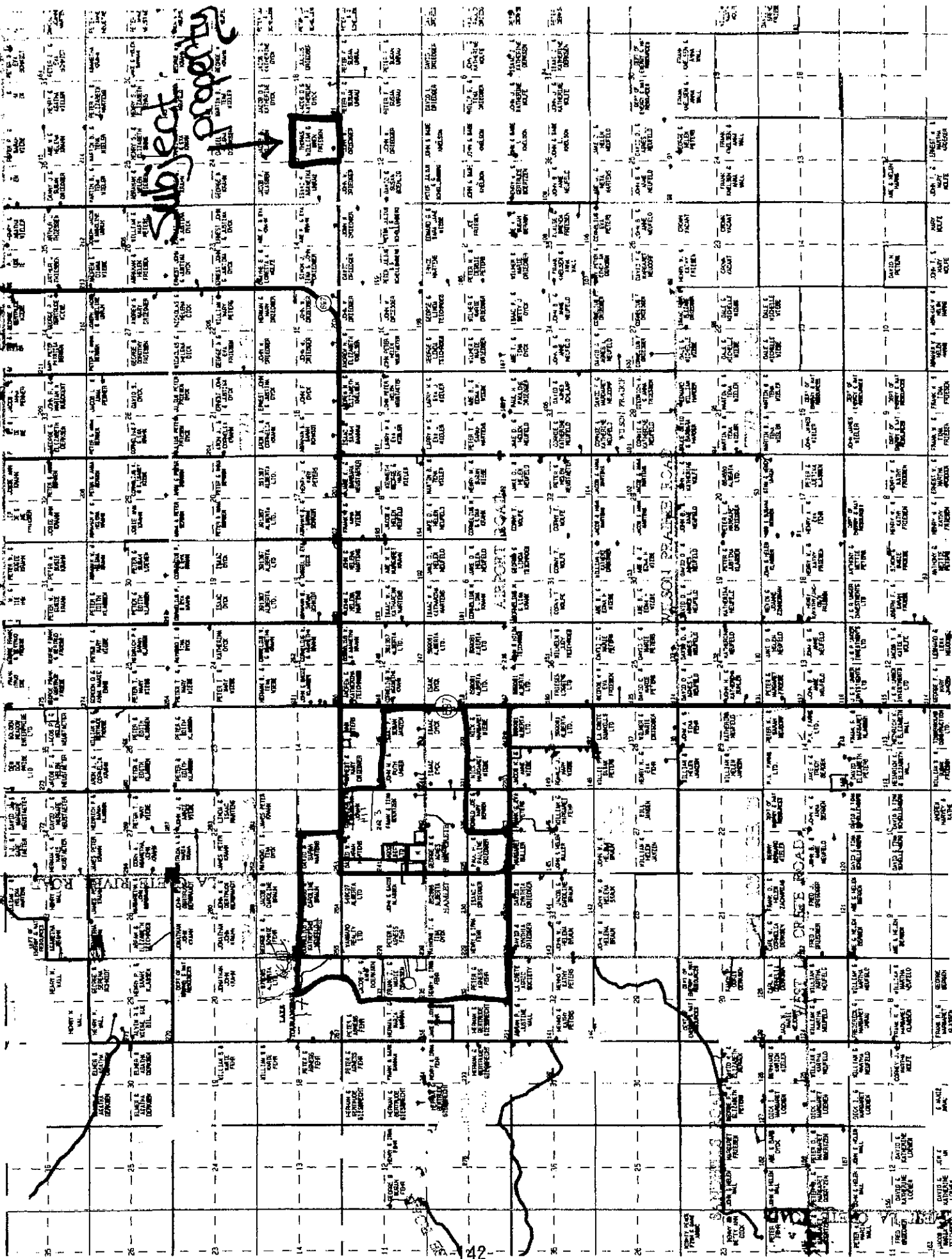


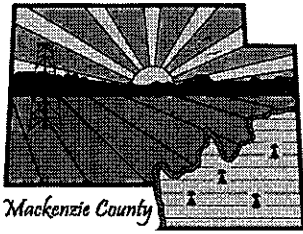
### Information Checklist for site plan

- |   |  |
|---|--|
| <input type="checkbox"/> location/distance of existing buildings from property lines  | <input type="checkbox"/> location/distance of proposed buildings from property lines |
| <input type="checkbox"/> location of access/driveway, and distance from intersections | <input type="checkbox"/> ravines, creeks, lakes, sloughs, and any other water bodies |
| <input type="checkbox"/> location of shelterbelts and/or treed areas                  | <input type="checkbox"/> location of road(s), road allowances                        |
| <input type="checkbox"/> location of parking and loading areas                        | <input type="checkbox"/> length and width of property                                |

Subject property

THOMAS & MARY PRISON





## Mackenzie County

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

### Development Approving Authority

Application No.:	28-DP-08
Legal Description:	SE 13-106-14-W5M
Applicant: Address:	Mustus Energy Ltd. Box 1420 La Crete AB T0H 2H0
Development:	<b>Bio-mass Gasification Power Plant</b>
DECISION:	<b>APPROVED (See Attached Conditions)</b>

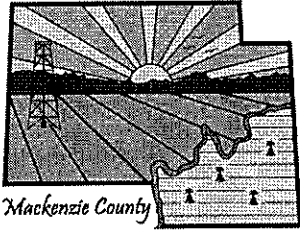
## Development Permit

This permit is issued subject to the following conditions:

- (a) That the development or construction shall comply with the conditions of the decision herein contained or attached.
- (b) That the development or construction will be carried out in accordance with the approved plans and application.
- (c) This permit is valid for a period of 12 months from the date of issue or the date of an approved decision of the Development Appeal Board. If at the expiry of this period the development or construction has not been commenced or carried out with reasonable diligence this permit shall be invalid.
- (d) That the Developer shall enter into a Developers Agreement with Mackenzie County for the construction of the Biomass Gasification/Electrical Plant prior to the commencement of the development and that specific requirements for the development will be outlined in the Developers Agreement.

Date April 10, 2008

\_\_\_\_\_  
Chairman, Council



## Mackenzie County

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

# Development Approving Authority

## 28-DP-08

### CONDITIONS OF APPROVAL

Please note

1. Mackenzie County does not conduct independent environmental or land suitability checks. If the applicant is concerned about the suitability of the property for any purpose, the owner/applicant should conduct the proper tests. Mackenzie County, when issuing a development permit, makes no representation in regards to the suitability of the property for any purpose or as to the presence or absence of environmental contaminants of the property.
2. Obtain all the required Safety Codes Permits pertaining to your development. These permits consist of Building, Gas (Propane), Electrical, Plumbing and Private Sewage Disposal Systems.
3. Call 'Alberta-1st-Call' before you dig. (1-800-242-3447).

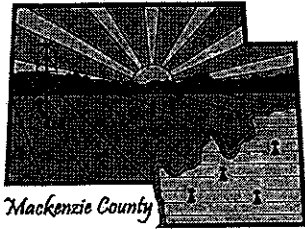
It is the responsibility of the developer to ensure that the proposed development meets the requirements of the provincial Safety Codes Act. For more information on the necessary Safety Codes Permits, contact the Superior Safety Codes Office at 928-4772.

April 10, 2008  
Date of Issue of Notice of Decision

\_\_\_\_\_  
Chairman, Council

Handwritten signature or scribble.





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>April 10, 2008</b>
<b>Presented By:</b>	<b>Ryan Becker, Director of Planning and Emergency Services</b>
<b>Title:</b>	<b>John Zacharias, La Crete Fire Station 2 Rent Increase</b>

**BACKGROUND / PROPOSAL:**

Mackenzie County is currently paying John Zacharias \$300.00 rent per month, which allows Mackenzie County to have a shop which houses a front mount pumper and a grader on their acreage as per the attached signed agreement.

A verbal request was received from John Zacharias asking that he increase the rent from \$300.00 to \$500.00 per month to include the increase in utility costs. The utility cost for having the shop is currently \$300.00 per month so the rent cost only covers the cost of utilities.

**OPTIONS & BENEFITS:**

Option 1  
That the amount to rent John Zacharias' acreage remain as is at \$300.00 per month.

Option 2  
That the amount to rent John Zacharias' acreage be increased to \$500.00 per month.

**COSTS & SOURCE OF FUNDING:**

N/A

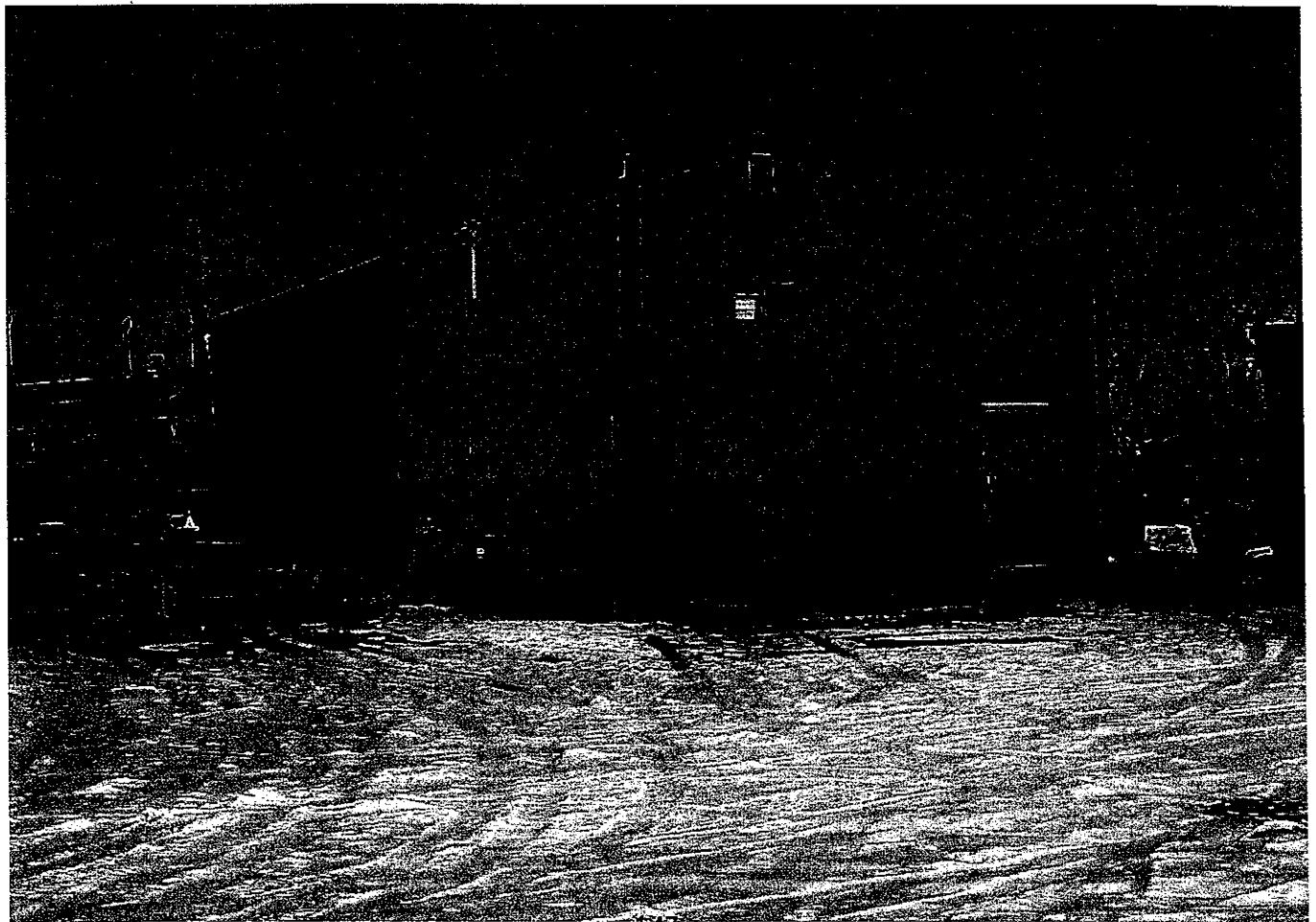
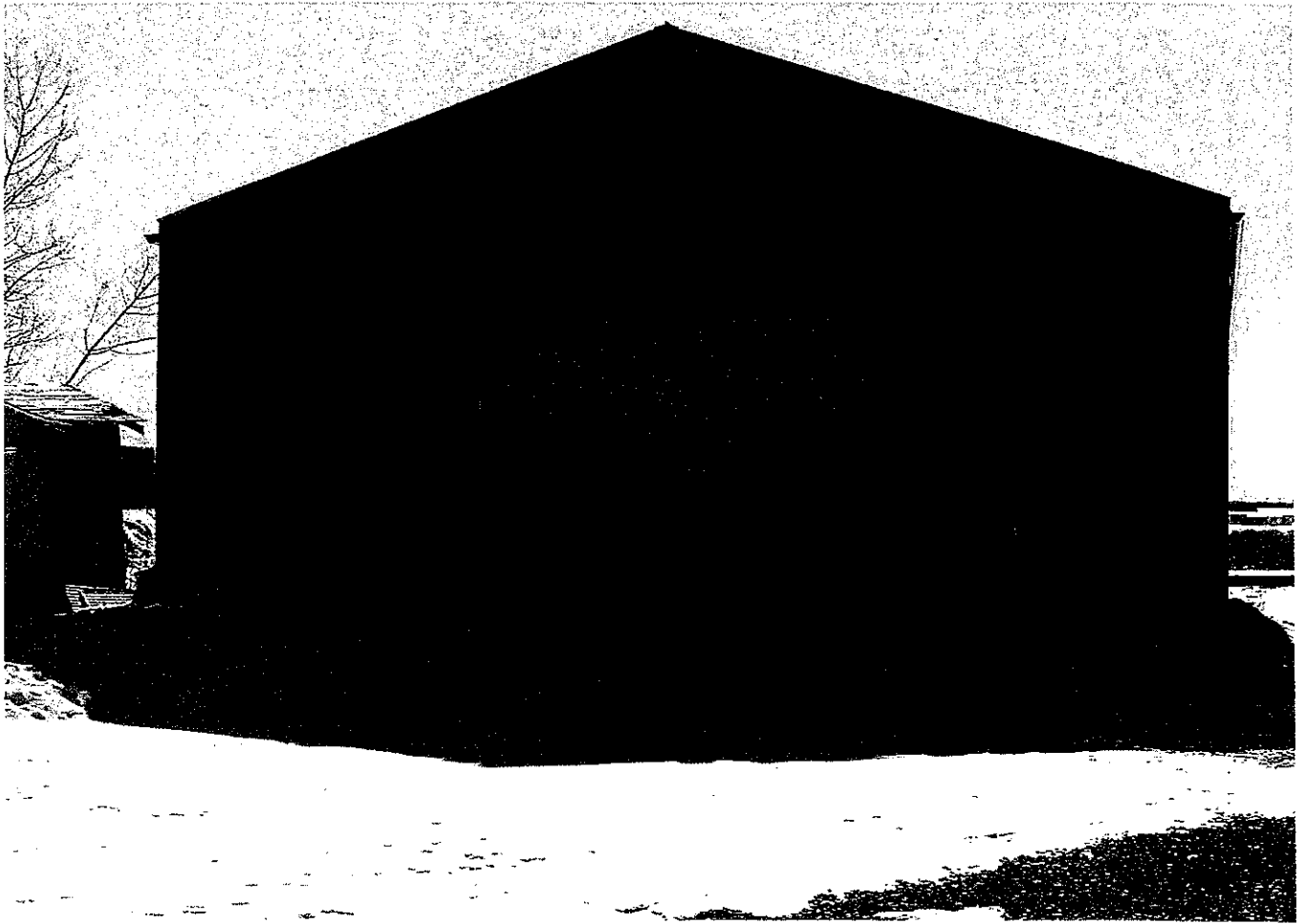
**RECOMMENDED ACTION:**

For discussion.

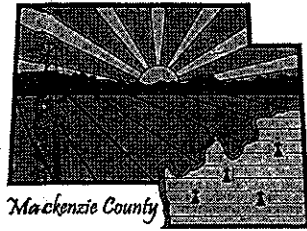
<b>Author:</b>	G. Peters	<b>Review by:</b>		<b>CAO</b>
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## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>April 10, 2008</b>
<b>Presented By:</b>	<b>Ryan Becker, Director of Planning and Emergency Services</b>
<b>Title:</b>	<b>Disaster Training – Incident Command System</b>

**BACKGROUND / PROPOSAL:**

In addition to the scheduled training with AEMA, administration has received a proposal from R.A. Leaf & Associates to instruct the Incident Command System (ICS) 402 which is ICS for Executives. This course is endorsed by AEMA and will build upon material instructed in the MEO course for Council and senior administration. The ICS 402 has a three hour instruction time and would work well as an evening or late afternoon course.

The intent is to instruct the ICS 402 course in coordination with the ICS 200 course which is a 12 hour course that is intended for emergency services personnel. The timeline preference for the two courses would be within a two day period with the emergency services portion being instructed during the day and the possibility of the ICS 402 course scheduled for late afternoon or evening; however these times are flexible.

The ICS 200 course with tabletop exercise qualifies under the provincial 2006 Emergency Management Training Grant that we are required to have completed by July 31, 2008.

**OPTIONS & BENEFITS:**

ICS 402 and ICS 200 instructed within a two day period: \$7400.00

ICS 200 instructed within a two day period with separate day for ICS 402: \$8400.00

The available dates for instruction are:

- April 29 – May 2
- May 14 – 16

**Author:** J. Gabriel      **Reviewed by:** \_\_\_\_\_ **CAO**

- May 28 – 30
- June 2 – 5
- June 12 – 13
- June 16 – 19
- June 26 – 27

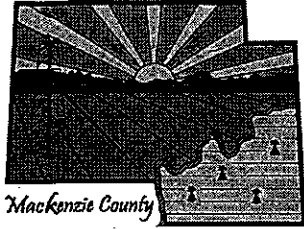
**COSTS & SOURCE OF FUNDING:**

Funding provided within provisions of the regular operating budget for Fire and Emergency Medical Services. An additional \$3,762.50 received under the 2006 Provincial Emergency Management Training Grant

**RECOMMENDED ACTION:**

That administration request that R.A. Leaf & Associates instruct the ICS 402 Course for Councillors on \_\_\_\_\_, 2008 at \_\_\_\_\_ am/pm.

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



## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>April 10, 2008</b>
<b>Presented By:</b>	<b>Ryan Becker, Director of Planning and Emergency Services</b>
<b>Title:</b>	<b>ADDITION Rezoning of Lands</b>

**BACKGROUND / PROPOSAL:**

In October 2004, Mackenzie County passed bylaw 462/04 that rezoned lands in Mackenzie County, in the LaCrete area Land Use Map. A large number of parcels of land were rezoned and notice was placed in the newspapers as per Section 606 of the MGA. One of the County residents discovered that his land had been rezoned only when he came to apply for a building permit in the fall of 2007. The land owner was understandably upset that his land was rezoned without his knowledge. As such, the file was reviewed by the Director of Planning and Development. It has been found that the requirements of the MGA may not have been followed in their entirety at the time. Specifically Sec. 692(4) which reads;

*(4) In the case of an amendment to a land use bylaw to change the district designation of a parcel of land, the municipality must, in addition to the requirements of subsection (1),*

- (a) Include in the notice described in section 606(2)
 
  - (i) the municipal address, if any, and the legal address of the parcel of land, and*
  - (ii) a map showing the location of the parcel of land,**
- (b) give written notice containing the information described in clause (a) and in section 606(6) to the assessed owner of that parcel of land at the name and address shown on the assessment roll of the municipality, and*
- (c) give a written notice containing the information described in clause (a) and in section 606(6) to each owner of adjacent land at the name and address shown for each owner on the assessment roll of the municipality.*

<b>Author:</b> Ryan Becker	<b>Review by:</b> Ryan Becker	<b>CAO</b>	
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The notice that was placed in the paper contained no municipal addresses, legal land addresses or maps. In addition, No written notices were provided to the assessed owners or adjacent landowners which would corroborate the land owners position that he was not aware his land had been rezoned.

**OPTIONS & BENEFITS:**

Option # 1

That Council instructs administration to investigate which lands were specifically rezoned at this time without proper notice.

Option # 2

That Council instructs Administration to comply with Section 692(4) in its entirety and follow the process through properly to have the lands rezoned.

The Benefits are in that the County will have complied with the MGA and remedy an undesirable legal position.

**COSTS & SOURCE OF FUNDING:**

N/A

**RECOMMENDED ACTION:**

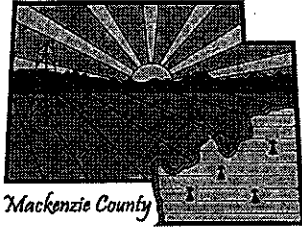
Option # 1

That Council instructs administration to investigate which lands were specifically rezoned at this time without proper notice.

Option # 2

That Council instructs Administration to comply with Section 692(4) in its entirety and follow the process through properly to have the lands rezoned.

<b>Author:</b>	Ryan Becker	<b>Review Date:</b>	Ryan Becker	<b>CAO</b>	
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# MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>April 10, 2008</b>
<b>Presented By:</b>	<b>William Kostiw, Chief Administrative Officer</b>
<b>Title:</b>	<b>Information/Correspondence</b>

### BACKGROUND / PROPOSAL:

The information/correspondence items will be presented on the meeting day.

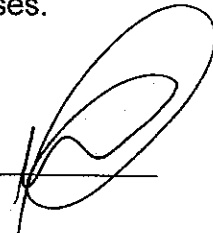
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### OPTIONS & BENEFITS:

### COSTS & SOURCE OF FUNDING:

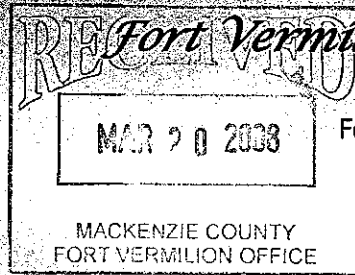
### RECOMMENDED ACTION:

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

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







*Fort Vermilion Area Board of Trade*

P.O. Box 456

Fort Vermilion, Alberta T0H 1N0

Tel: 780.927.4008

March 14<sup>th</sup>, 2008

As I have been entrusted with the position of President of the Board of Trade, I just wanted to introduce myself. Let me start by saying, I'm very honored to have been chosen. I have a strong belief in the future of Fort Vermilion: it has so much potential, and it's a beautiful community with a lot to offer.

I consider myself a hard worker, honest and loyal, with a tenacious determination. I pride myself in keeping an open mind while searching out new ideas. Although I have occasionally been both praised and criticized for my all or nothing attitude.

Over the course of the last couple months, Louise Flooren (Secretary / Treasurer) and I have been putting the meeting room, and files back to order. I have read through the Minutes and Correspondence from 1998 on, carefully taking notes trying to see what has taken place in the past – what has worked and what has not. We have put together the "River Break Up" Contest, the Website is being designed, A group of ladies have volunteered to get the flowers going for spring, the phone is back up and running, Louise has set up an higher Interest Bearing account, and a Savings account for the 100year anniversary in 2014.

My goals for the Board of Trade are:

- 1) To increase membership, and accountability, not only on the Board of Trade itself, but within other organization partnerships.
- 2) The beautification of Fort Vermilion. I want to see local businesses and community more involved with this.
- 3) Attracting more attention to the Fort Vermilion area – We're an excellent community to both raise a family in or to retire.
- 4) Our tourism potential – We need to explore all that we have to offer.
- 5) Fort Vermilion needs to be headed in the right direction, for the inevitable growth that WILL happen with the paving of highway 88. I want this Board to help it get there.

We must step up to OUR MISSION STATEMENT... "To promote and improve trade and commerce and the economic, civic and social welfare of this area"

**We are "Where Alberta Began", let's keep it going...**

Thank You

Veronica Alward  
President



TRAVEL  
*Alberta*  
 CANADA 191

Industry.TravelAlberta.com

# best OF buzz

APRIL 2008

### New Leadership

Premier **Ed Stelmach** has appointed a new Tourism Minister and Deputy Minister. Hon. **Cindy Ady** (MLA Calgary-Shaw) is now the Minister of Tourism, Parks and Recreation after serving eight months as Associate Minister of Tourism Promotion. In addition, **Bill Werry** has been appointed the Deputy Minister of Tourism, Parks and Recreation. Mr. Werry most recently served as the Assistant Deputy Minister of Parks, Conservation, Recreation and Sport. In his position, Mr. Werry now becomes Government Co-chair - Strategic Tourism Marketing Council.

### You're Invited

Find out how your tourism business can benefit from Travel Alberta programs by attending Travel Alberta's Open Houses, Apr 21 – May 1, in 14 locations:

Grande Prairie – Apr 21

Canmore – Apr 21

Peace River – Apr 22

Jasper – Apr 22

Lac La Biche – Apr 23

Grande Cache – Apr 23

Edmonton – Apr 24

Whitecourt – Apr 28

Drumheller – Apr 28

Vegreville – Apr 29

Medicine Hat – Apr 29

Red Deer – Apr 30

Lethbridge – Apr 30

Calgary – May 1

All Open Houses are from 9 – 12 followed by a light lunch. For info and to register online visit [Industry.TravelAlberta.com](http://Industry.TravelAlberta.com)

### Calling Ambassadors

Nominations are now being accepted for the 2008 Alto Ambassador Award. Selected by the Alto Awards Committee and endorsed by the Strategic Tourism Marketing Council, the Alto Ambassador Award recognizes an exceptional Albertan who has made an outstanding contribution to the provincial tourism industry. Application deadline is May 12. For application forms, visit [Industry.TravelAlberta.com/Alto](http://Industry.TravelAlberta.com/Alto). The recipient of the 2008 Alto Ambassador Award will be announced early this summer.

### 2008 Alto Deadlines

Deadlines for the 2008 Alto Awards have been announced by Wynn McLean, Chair of the volunteer industry Alto Awards Committee and a member of the Strategic Tourism Marketing Council. Deadlines for all of the eight categories (excluding the Ambassador Award which is announced earlier) is Sep 5<sup>th</sup>. Three finalists in each category will be announced in early October. For information, criteria and application forms visit [Industry.TravelAlberta.com/Alto](http://Industry.TravelAlberta.com/Alto)

The 8<sup>th</sup> Annual Alto Awards will be presented on Oct 27 at the CanWest Alto Awards Gala held in conjunction with the 8<sup>th</sup> Annual Tourism Industry Conference Oct 26 – 28 at the Fairmont Banff Springs.

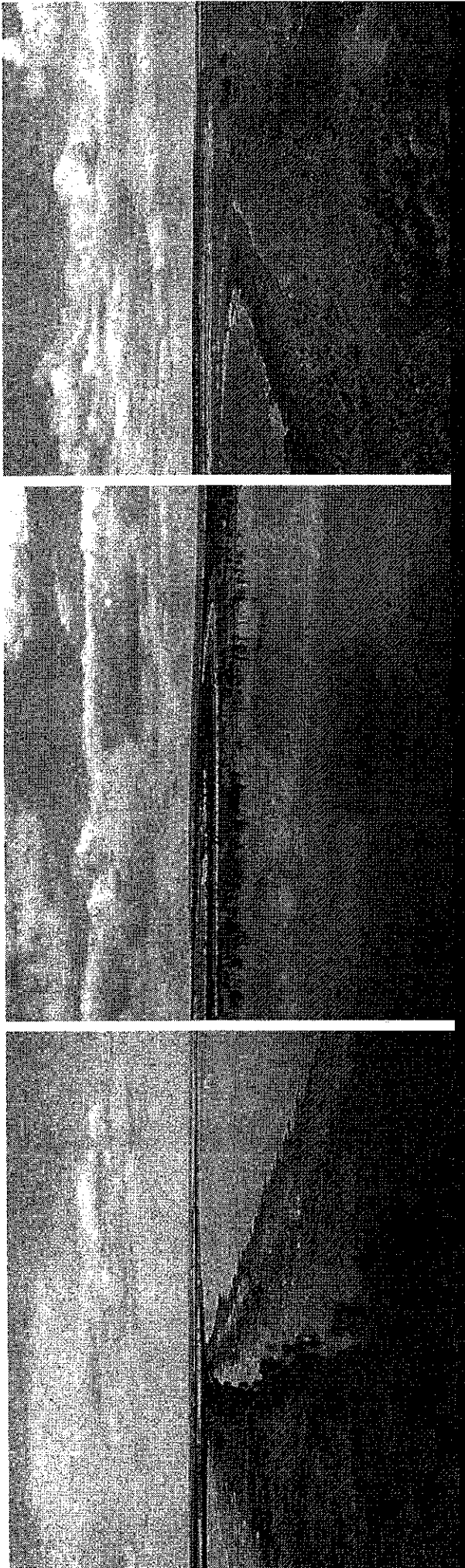
### Changes to Alto Awards

Wynn McLean, Chair of the 2008 Alto Awards Committee, has announced changes to the 2008 Marketing Excellence Alto Awards. This year, the criteria have been modified so that awards will be given for marketing campaigns and projects with budgets of up to \$5,000 and for campaigns and projects with budgets over \$5,000. The changes were made by the 2008 Alto Awards Committee to clarify eligibility for award applicants and to encourage more entries from smaller tourism operators whose marketing budgets are normally smaller than \$5,000 annually. For information on the criteria and for application forms, visit [Industry.TravelAlberta.com/Alto](http://Industry.TravelAlberta.com/Alto)

### Mexico Info Sessions

Travel Alberta invites you to attend information sessions on Mexico to be held in Calgary on Apr 17 and Edmonton on Apr 18. Information will be shared that will assist partners in understanding the Mexican market and what has been and is currently being undertaken from a marketing perspective. The market will be discussed from various key perspectives including the CTC, Receptive operators and Mexicana Airlines. Sessions are from 9 – 12 with a working lunch to follow. RSVP before Apr 11 to [Stephanie.Mady@TravelAlberta.com](mailto:Stephanie.Mady@TravelAlberta.com)





The Honourable Cindy Ady, Minister of Tourism, Parks and Recreation  
and the Hay-Zama Committee cordially invite you join them at the:

## **Official Dedication and Twinning of Hay-Zama Lakes Wildland Provincial Park**

**Date:** May 28, 2008  
**Location:** Chateh School  
**Time:** Official Ceremony – 11:30 am

*Directly following the ceremony, the Dene Tha' First Nation invite you to join them for a celebratory lunch.*

*Please send your RSVP to [ken.zurfluh@gov.ab.ca](mailto:ken.zurfluh@gov.ab.ca) by April 30, 2008.*

**Alberta**



February 6, 2008

Box 357  
La Crete Alberta  
Phone: 780-928-4349  
Fax: 780-928-4345  
E-mail: mhmb@telus.net  
T0H 2H0

Mackenzie County  
Box 640  
Fort Vermilion, Alberta  
T0H 1N0

Attention: Mr. William Kostiw  
Chief Administrative Officer

Dear Mr. Kostiw:

Re: **2008 Heimstaed Lodge Requisition**


Mackenzie Housing Management Board has approved a budget deficit of \$763,100 for the 2008 Lodge budget. I have calculated the requisition based on the 2007 equalized assessment of the three contributing municipalities.

Attached is a summary of the 2008 Lodge requisition.

In addition to the above, Mackenzie Housing Management Board has requested the three municipalities approve an annual requisition of \$500,000 for capital reserve towards future Lodge projects. As per policy, all three municipalities must support this request by motion.

Should you require further clarification, please give me a call at 928-4349. Thank you for your consideration.

Sincerely

  
Helen Braun  
Chief Administrative Officer

