

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

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

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

ABSENT: Lisa Wardley Councillor
Stuart Watson Councillor

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

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

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

CALL TO ORDER: 1. a) Call to Order

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

AGENDA: 2. a) Adoption of Agenda

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

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

CARRIED

**ADOPTION OF THE
PREVIOUS MINUTES:**

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

MOTION 08-04-281

MOVED by Councillor Neufeld

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

CARRIED

**BUSINESS ARISING
OUT OF THE MINUTES:**

- 4. a) None**

GENERAL REPORTS:

- 6. a) None**

TENDERS:

- 8. a) None**

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

- 9. a) None**

**CORPORATE
SERVICES:**

- 10. a) Hiring Policy ADM046**

MOTION 08-04-282

MOVED by Councillor Toews

That the Hiring Policy ADM046 be approved as amended.

CARRIED

PUBLIC HEARINGS:

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

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

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

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

on March 11, 2008.

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

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

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

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

MOTION 08-04-283

MOVED by Councillor Braun

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

CARRIED

MOTION 08-04-284

MOVED by Councillor Froese

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

CARRIED

10. b) Ratepayers Meeting

MOTION 08-04-285

MOVED by Councillor Froese

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

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

CARRIED

10. c) Council Meeting Dates

MOTION 08-04-286

MOVED by Councillor Neufeld

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

CARRIED

10. d) Fort Vermilion FCSS Advisory Committee Appointments

MOTION 08-04-287

MOVED by Councillor Toews

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

CARRIED

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

MOTION 08-04-288

MOVED by Deputy Reeve Sarapuk

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

CARRIED

MOTION 08-04-289

MOVED by Deputy Reeve Sarapuk

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

CARRIED

10. f) Littering Bylaw (ADDITION)

MOTION 08-04-290
Requires Unanimous

MOVED by Councillor Toews

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

CARRIED UNANIMOUSLY

**OPERATIONAL
SERVICES:**

11. a) Municipal Parks Bylaw 671/08

MOTION 08-04-291

MOVED by Councillor Neufeld

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

CARRIED

11. b) Land Purchase Policy Review

MOTION 08-04-292

MOVED by Councillor Froese

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

CARRIED

DELEGATIONS:

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

MOTION 08-04-293

MOVED by Councillor Neufeld

That the dust control request be tabled for further information.

CARRIED

5. b) Ridgeview Central School Grade 6 Students

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

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

11. c) Community Service Agreement

MOTION 08-04-294

MOVED by Councillor Neufeld

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

CARRIED

11. d) Dust Control

MOTION 08-04-295

MOVED by Councillor Braun

That dust control be tabled to the next meeting.

CARRIED

11. e) Drainage Improvements Adjacent to Highway 697

MOTION 08-04-296

MOVED by Councillor Neufeld

That the drainage improvements adjacent to Highway 697 be tabled.

CARRIED

11. f) Right-of-Way Clearing

MOTION 08-04-297

MOVED by Councillor Neufeld

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

DEFEATED

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

12. a) None

**INFORMATION/
CORRESPONDENCE:**

13. a) Information/Correspondence Items

MOTION 08-04-298

MOVED by Councillor J. Driedger

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

CARRIED

IN CAMERA SESSION:

MOTION 08-04-299

MOVED by Councillor Toews

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

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

CARRIED

MOTION 08-04-300

MOVED by Deputy Reeve Sarapuk

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

CARRIED

14. c) Inter-Municipal Negotiations

MOTION 08-04-301

MOVED by Councillor Braun

That the inter-municipal negotiations be received for information.

CARRIED

14. f) CN Rail

MOTION 08-04-302

MOVED by Councillor Toews

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

CARRIED

14. g) Ambulance

MOTION 08-04-303

MOVED by Councillor J. Driedger

That the ambulance discussion be received for information.

CARRIED

14. h) Northern Lights Health Region/Doctors

MOTION 08-04-304

MOVED by Councillor Neufeld

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

CARRIED

14. i) Tompkins Land Purchase

MOTION 08-04-305

MOVED by Councillor D. Driedger

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

CARRIED

NEXT MEETING DATE:

15. a) Regular Council Meeting

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

ADJOURNMENT:

16. a) Adjournment

MOTION 08-04-306

MOVED by Councillor Braun

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

CARRIED

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

Greg Newman, Reeve

Carol Gabriel, Executive Assistant

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Wednesday, April 23, 2008
1:00 p.m.**

**Ridgeview Central School
La Crete, Alberta**

AGENDA

			Page
CALL TO ORDER:	1.	a) Call to Order	
AGENDA:	2.	a) Adoption of Agenda	
ADOPTION OF THE PREVIOUS MINUTES:	3.	a) Minutes of the April 10, 2008 Regular Council Meeting	7
BUSINESS ARISING OUT OF THE MINUTES:	4.	a) b)	
DELEGATIONS:	5.	a) RCMP b) Ridgeview Central School Grade 6 Students c) Dust Control Concern – Henry Giesbrecht, La Crete (2:00 p.m.) d) e)	23
GENERAL REPORTS:	6.	a) b)	
PUBLIC HEARINGS:	7.	a) Bylaw 669/08 Land Use Bylaw Amendment – to Add Residential Condominium District (1:00 p.m.)	27

Henry Giesbrecht . 2:00 pm.

- moved last summer
- serious dust issue
- spoke to residents
- grave yard → heritage park & west on golf course road
- events @ Heritage Centre causes lots of dust - poor visibility.
- 30 residents & all of West LaBete
- is the County capable of doing something?
- dust control programs are available (eggs) for rural areas.
- Riverside Estate has banded together.
- is the County willing to contribute due to town events @ the Heritage Centre?
- willing to pay a portion or a certain area used for HC.
- admin can review request & prepare a recommendation to Council.
- (\$4,000 mile)
- Construction on South access affected it last year. Road counts

TENDERS:	8.	a)	None	
COUNCIL COMMITTEE, CAO AND DIRECTORS REPORTS:	9.	a)	None	
CORPORATE SERVICES:	10.	a)	Hiring Policy ADM046	37
		b)	Ratepayer Meetings	43
		c)	Council Meeting Dates	45
		d)	Fort Vermilion FCSS Advisory Committee Appointments	47
		e)	Mackenzie Housing Management Board – Requisition for Capital Towards Future Lodge Projects	51
		f)	<i>Bittering Bylaw</i>	
		g)		
OPERATIONAL SERVICES:	11.	a)	Municipal Parks Bylaw 671/08	55
		b)	Land Purchase Policy Review	73
		c)	Community Service Agreement	79
		d)	Dust Control	
		e)	Drainage Improvements Adjacent to Highway 697	87
		f)	Right-of-Way Clearing	101
		g)		
		h)		
PLANNING, EMERGENCY, AND ENFORCEMENT SERVICES:	12.	a)		
		b)		
		c)		

Students

Genis

Deature

*Community Service
(clean up)*

Warnings

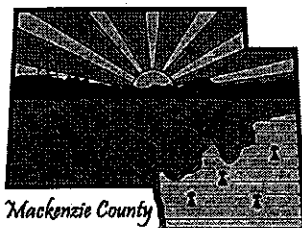
Op. 6 ?'s.

- ① Is LaCerte getting a swimming pool?
 - community committee w/ be making a presentation to Council.
 - will take a while
- ② Is Hwy 88 getting paved?
 - Yes but don't know when
 - prov. hwy - government responsibility.
 - we are working hard - lobbying the govt.
 - Premier said yes.
- ③ Prov. Budget - will it affect the County.
 - ~~released~~ yesterday. have not reviewed it yet.
- ④ Why did we change our name
 - be consistent w/ the rest of the world.
 - everyone knows what a County is.
- ⑤ Walking Trails - thank the County for their contribution.
 - county has committed extra funds.

- | | | | | |
|--|-----|----|--|-----|
| INFORMATION /
CORRESPONDENCE: | 13. | a) | Information/Correspondence Items | 103 |
| IN CAMERA
SESSION: | 14. | a) | Personnel | |
| | | b) | Special Projects | |
| | | c) | Inter-municipal Negotiations | |
| | | d) | Forestry | |
| | | e) | Legal | |
| | | f) | CN Rail | |
| | | g) | Ambulance | |
| | | h) | Northern Lights Health Region/Doctors | |
| | | i) | Tompkins Land Purchase | |
| | | j) | | |
| | | k) | | |
| NEXT MEETING
DATE: | 15. | a) | Regular Council Meeting
Tuesday, May 6, 2008
10:00 a.m.
Council Chambers – Fort Vermilion, AB | |
| ADJOURNMENT: | 16. | a) | Adjournment | |

Why do you have to pay so
⑥ ambulance
much to have the amb. come.
— pay wages, equipment,
insurance.

Greg thanked them.



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 23, 2008
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Minutes of the April 10, 2008 Regular Council Meeting

BACKGROUND / PROPOSAL:

Minutes of the April 10, 2008 Regular Council meeting are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

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

Author: C. Gabriel Review by: _____ CAO 

**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
Dicky Driedger Councillor
John W. Driedger Councillor
Bill Neufeld Councillor
Ray Toews Councillor
Lisa Wardley 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
Required 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
Required 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
Required 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 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 similar 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
(ADDITION)**

Ilene Lizotte, Cindy Paul, and Louise Smith 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
Requires Unanimous

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 located to the west of SW-21-104-15-W5M.

DEFEATED

**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 Incident Command System (ICS) 402 Disaster Training 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 UNANIMOUSLY

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
- 14. g) Tri-Council Meeting (ADDITION)
- 14. h) Health & Ambulance (ADDITION)
- 5. c) Concerned Citizens Committee of Fort Vermilion

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 \$30,000 plus GST as final settlement to be funded from the Public Works reserves, subject to the signing of a release form.

CARRIED UNANIMOUSLY

14. h) Health & Ambulance (ADDITION)

MOTION 08-04-275

Requires Unanimous

MOVED by Councillor Neufeld

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

CARRIED UNANIMOUSLY

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 Part of SE 13-106-14-W5M (88 Connector Area) Direct Control District 1 “DC1” 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.

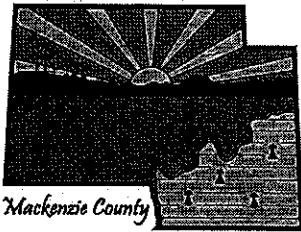
CARRIED

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

Greg Newman, Reeve

Carol Gabriel, Executive Assistant

DRAFT



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 23, 2008
Presented By:	William Kostiw, Chief Administrative Officer
Title:	DELEGATION Dust Control Concern – Henry Giesbrecht, La Crete (2:00 pm)

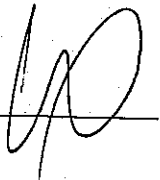
BACKGROUND / PROPOSAL:

See attached for more information.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

Author: C. Gabriel Review By: _____ CAO 



Mackenzie County

Operational Services, P.O. Box 1690, La Crete, Alberta T0H 2H0
Telephone (780) 928-3983 Fax (780) 928-3636
Administration, P.O. Box 640, Fort Vermilion, Alberta T0H 1N0
Telephone (780) 927-3718 Fax (780) 927-4266

Concern

No. _____
Date April 15 Time: 11:39 Ward: _____ Taken by: Lisa
Name: Henry Giesbrecht Telephone: 928-2384
Address: 1
Location: SE 1/4 Sec 8 Twp 106 Rge 15 W 5 M
Requested by: Ratepayer Councillor _____ Administration _____

Describe Concern:

West La Crete Road 1 mile to Heritage park west 1 mile north 1 mile back East to same corner. All the Dust comes over the town as well as residents around the area, at night can barley see B/C of the Dust see Attached map

Assigned to: Mark Copy to Department Head bhmk/Bill

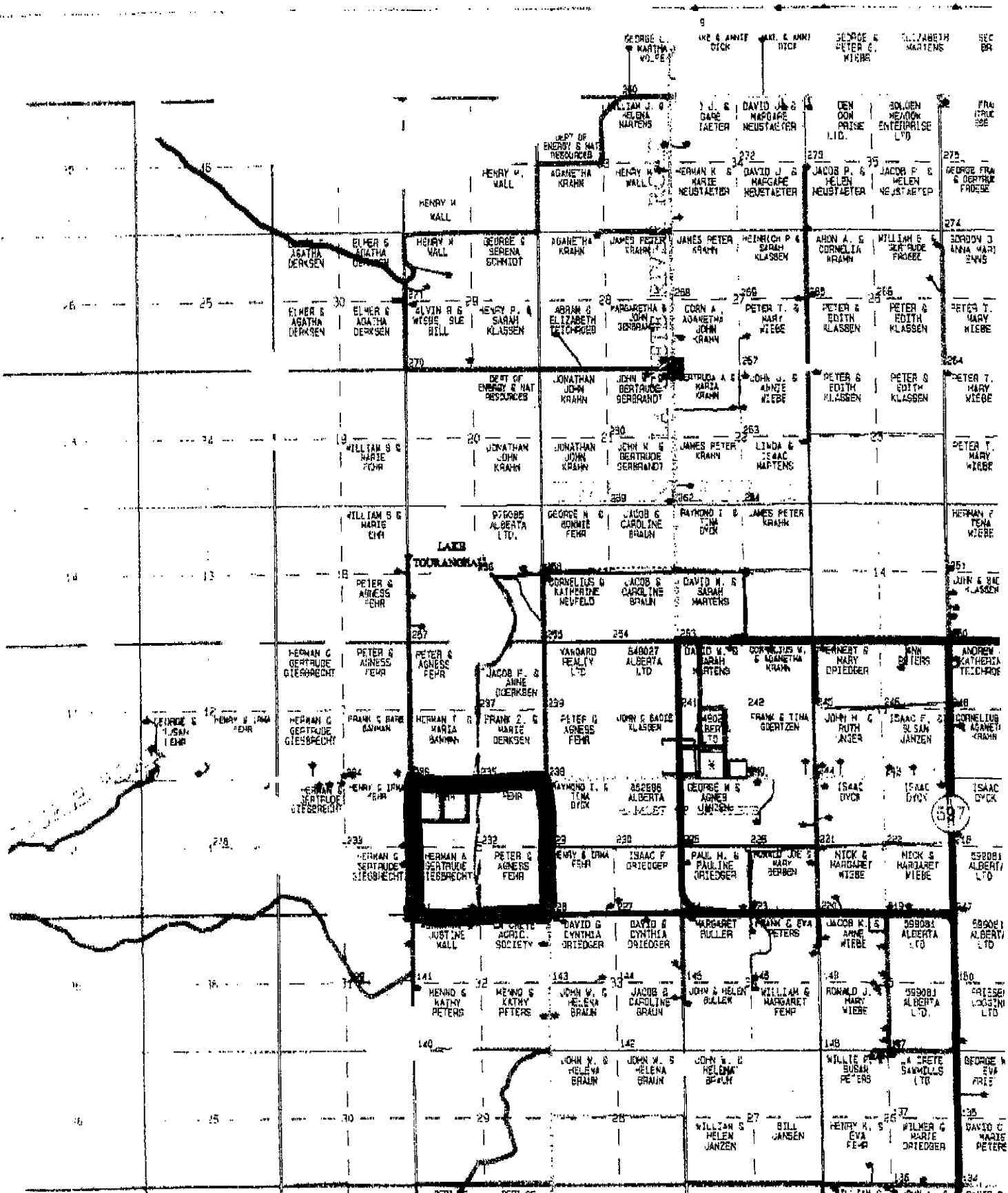
For Office Use Only

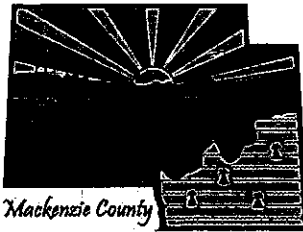
Action Taken & Comments on Concern: _____

Date Concern Received by Field Person: _____
Notification of Action Taken π Date: _____
Signature (Field Person(s)) _____

Cost of Resolving Concern:

Labour _____ Equipment _____ Materials _____





MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 23, 2008
Presented By:	Ryan Becker, Director of Planning and Emergency Services
Title:	PUBLIC HEARING Bylaw 669/08 - Land Use Bylaw Amendment to add Residential Condominium District (RCD)

BACKGROUND / PROPOSAL:

Bylaw 669/08, was given first reading at the March 11, 2008 Council meeting, being a Land Use Bylaw amendment to add Residential Condominium District "RCD" to the Mackenzie County Land Use Bylaw.

OPTIONS & BENEFITS:

The Kelly's are proposing to construct a golf course/condominium development on Section 15-109-19-W5M. We have not received an official tentative plan to date but they have submitted plans from similar development in other areas.

The County's Land Use Bylaw currently does not have a district that allows for this type of development. The Country Residential Districts do allow for Intensive Recreation, which includes golf courses and driving ranges.

Administration proposes to add a new district to the Land Use Bylaw that will deal specifically with condominium type development.

COSTS & SOURCE OF FUNDING:

Not Applicable

Author: Liane Lambert,
Development Officer

Reviewed By: _____

CAO 

RECOMMENDED ACTION:

Motion 1

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

RESIDENTIAL CONDOMINIUM DISTRICT (RCD)

1. **PURPOSE**

The purpose of this district is to provide for serviced residential condominiums units.

2. **USES**

No person shall use any lot or erect, alter or use any building or structure for any purpose except one or more of the following:

Permitted Use

- a) Single Detached Dwelling (Constructed on site, one dwelling per lot)
- b) Attached garage
- c) Ancillary buildings/structure less than 92m²

Discretionary Uses

- a) Ancillary building/Structure 92 m² or greater
- b) Park
- c) Public Use
- d) Semi-detached Dwellings (Constructed on site)
- e) Sign
- f) Detached Garage
- g) Golf Course
- h) Ponds

3. **DISTRICT REQUIRMENTS**

The following regulations shall apply to every development in this district:

Author: Liane Lambert,
Development Officer

Reviewed By: _____

CAO _____

LOT AREA

Minimum Condominium Plan Area:	0.2 ha (0.049 acres)
Minimum Condominium Plan Width:	30 meters(98.4 ft)
Minimum Unit Area (Land):	300 m ² (3'229 ft ²)
Minimum Unit Width (Land):	9 m (29.52 ft)

MINIMUM SETBACKS

Minimum Front and Exterior Side Yard:	7.0 meters	(22.96 ft)
Minimum Rear Yard:	7.0 meters	(22.96 ft)
Minimum Interior Side Yard:	3.0 meters	(9.84 ft)
Minimum Separation Between Buildings:	3.0 meters	(9.84 ft)
Minimum Common Landscape Area:	5%	
Maximum Gross Density:	30 units/ha	
Maximum Building Height:	10.5 meters	(34.44 ft)
Minimum Landscape Area/Unit:	30%	

4. OTHER REGULATIONS

In addition to the regulations listed above, other regulations with the Land Use Bylaw shall apply. These include regulations from sections 3, supplementary regulations from section 4, and sign regulations from section 6.

5. SPECIAL REQUIRMENTS: LAND UNITS

The front yard for condominium land units may be measured from the edge of the road right-of-way. (Minimum 20 meter road right-of-way).

Motion 2

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

RESIDENTIAL CONDOMINIUM DISTRICT (RCD)

1. PURPOSE

Author: Liane Lambert,
Development Officer

Reviewed By: _____

CAO _____

The purpose of this district is to provide for serviced residential condominiums units.

2. USES

No person shall use any lot or erect, alter or use any building or structure for any purpose except one or more of the following:

Permitted Use

- d) Single Detached Dwelling (Constructed on site, one dwelling per lot)
- e) Attached garage
- f) Ancillary buildings/structure less than 92m²

Discretionary Uses

- i) Ancillary building/Structure 92 m² or greater
- j) Park
- k) Public Use
- l) Semi-detached Dwellings (Constructed on site)
- m) Sign
- n) Detached Garage
- o) Golf Course
- p) Ponds

3. DISTRICT REQUIRMENTS

The following regulations shall apply to every development in this district:

LOT AREA

Minimum Condominium Plan Area:	0.2 ha (0.0.49 acres)
Minimum Condominium Plan Width:	30 meters(98.4 ft)

Minimum Unit Area (Land):	300 m ² (3'229 ft ²)
Minimum Unit Width (Land):	9 m (29.52 ft)

MINIMIUM SETBACKS

Minimum Front and Exterior Side Yard:	7.0 meters	(22.96 ft)
Minimum Rear Yard:	7.0 meters	(22.96 ft)
Minimum Interior Side Yard:	3.0 meters	(9.84 ft)
Minimum Separation Between Buildings:	3.0 meters	(9.84 ft)

Author: Liane Lambert,
Development Officer

Reviewed By: _____

CAO

Minimum Common Landscape Area:	5%
Maximum Gross Density:	30 units/ha
Maximum Building Height:	10.5 meters (34.44 ft)
Minimum Landscape Area/Unit:	30%

4. OTHER REGULATIONS

In addition to the regulations listed above, other regulations with the Land Use Bylaw shall apply. These include regulations from sections 3, supplementary regulations from section 4, and sign regulations from section 6.

5. SPECIAL REQUIRMENTS: LAND UNITS

The front yard for condominium land units may be measured from the edge of the road right-of-way. (Minimum 20 meter road right-of-way).

Author: Liane Lambert,
Development Officer

Reviewed By: _____

CAO _____

Question
re: Down of the
not finished

BYLAW NO. 669/08

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

**TO AMEND THE PUBLIC/INSTITUTIONAL DISTRICT IN THE
MACKENZIE COUNTY LAND USE BYLAW**

WHEREAS, Mackenzie County has adopted the Mackenzie County Land Use Bylaw, and

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

WHEREAS, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to add Residential Condominium District (RCD) zoning in the Mackenzie County Land Use Bylaw.

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

1. To add Residential Condominium District (RCD) zoning to the Mackenzie County Land Use Bylaw

RESIDENTIAL CONDOMINIUM DISTRICT (RCD)

1. **PURPOSE**

The purpose of this district is to provide for serviced residential condominiums units.

2. **USES**

No person shall use any lot or erect, alter or use any building or structure for any purpose except one or more of the following:

Permitted Use

- a) Single Detached Dwelling (Constructed on site, one dwelling per lot)
- b) Attached garage
- c) Ancillary buildings/structure less than 92m²

Discretionary Uses

- a) Ancillary building/Structure 92 m² or greater
- b) Park
- c) Public Use
- d) Semi-detached Dwellings (Constructed on site)
- e) Sign
- f) Detached Garage
- g) Golf Course
- h) Ponds

3. DISTRICT REQUIRMENTS

The following regulations shall apply to every development in this district:

LOT AREA

Minimum Condominium Plan Area:	0.2 ha (0.0.49 acres)
Minimum Condominium Plan Width	30 meters(98.4 ft)

Minimum Unit Area (Land)	300 m ² (3'229 ft ²)
Minimum Unit Width (Land)	9 m (29.52 ft)

MINIMIUM SETBACKS

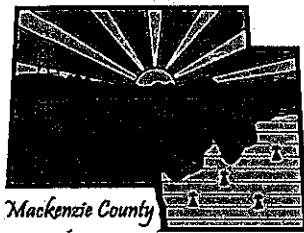
Minimum Front and Exterior Side Yard	7.0 meters	(22.96 ft)
Minimum Rear Yard:	7.0 meters	(22.96 ft)
Minimum Interior Side Yard:	3.0 meters	(9.84 ft)
Minimum Separation Between Buildings:	3.0 meters	(9.84 ft)

Minimum Common Landscape Area:	5%
Maximum Gross Density:	30 units/ha
Maximum Building Height:	10.5 meters (34.44 ft)

Minimum Landscape Area/Unit:	30%
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4. OTHER REGULATIONS

In addition to the regulations listed above, other regulations with the Land Use Bylaw shall apply. These include regulations of sections 3, supplementary regulations of section 4, and the sign regulations of section 6.



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting: Regular Council Meeting

Meeting Date: April 23, 2008

Presented By: Joulia Whittleton, Director of Corporate Services

Title: Hiring Policy ADM046

BACKGROUND / PROPOSAL:

In the past, the County has paid employees hired for the summer on the union pay-grid.

OPTIONS & BENEFITS:

The current AUPE agreement defines casual employee as one who is regularly scheduled for a period of four (4) months or less for a specific job. Casual employees are not entitled to participate in the Group Benefit Plan. A temporary employee is defined as someone who is hired for more than four (4) months, but has an assigned end date to their employment. Temporary employees are entitled to participate in the Group Benefit Plan. Schedule "A", Classification and Pay requires that the grids established under the Agreement be used for the full-time regular employees and temporary employees, but does not require using these grids for the casual/summer employment workers.

The creation of a pay-grid for summer employees will reduce costs to the County.

Summer employees would not have to pay union dues.

Administration is proposing to establish the summer employee grid as follows:

- Seasonal (Summer) Staff will be hired for a period of less than 4 months;
- All seasonal staff must possess a valid driver's license;
- During the hiring process, preference will be given to the university/college students;
- The pay grid for Seasonal Staff is as follows:

University/College Students	High School Students	Non-students
1 st year – MW + \$1.00	MW <i>or \$1</i>	1 st year – MW + \$1.00
2 nd year – MW + \$2.00	MW	2 nd year – MW + \$2.00
3 rd year – MW + \$3.00	MW	3 rd year – MW + \$3.00
4 th year – MW + \$4.00	MW	4 th year – MW + \$4.00

MW across the board
 "MW" – Minimum Wage as established by the Province of Alberta

Author: _____ Review By: *J. Whittleton* CAO _____ *[Signature]*

The established grid is proposed to be inserted into the existing Hiring Policy (the amended draft is attached).

COSTS & SOURCE OF FUNDING:

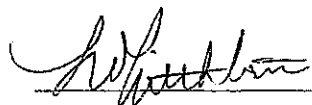
2008 Operating Budget

RECOMMENDED ACTION:

That the Hiring Policy ADM046 be amended as presented.

Author: _____

Review Date: _____



CAO _____

Mackenzie County

Title	Hiring Policy	Policy No:	ADM046
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Legislation Reference	MGA, Part 5, Division 6 and Part 6
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Purpose

Mackenzie County believes it is necessary to have a policy in place to govern and regulate hiring procedures, including the hiring of relatives of Members of Council, Committees and Municipal Employees.

Policy Statement and Guidelines

Mackenzie County is an equal employment opportunity employer committed to hiring practices that will provide the municipality with the best combination of training, experience and cost.

The municipality supports and practices a policy of non-discrimination in all human resource practices related to recruitment, hiring, compensation, training, transfers or promotions, benefits and all other terms of employment. We support the intent of all related federal and provincial legislation regarding non-discrimination related to race, religion, gender, sexual orientation, age, handicap, color or national origin.

Guidelines:

1. All union positions must be posted internally for 10 calendar days. External advertising (i.e. local papers, professional organizations, and the County website) can be concurrent with internal posting. External advertising should be for a period of at least two weeks.
2. Human Resources (further referred to as "HR") will be responsible for all job postings with input from the appropriate party i.e. Department Supervisors/Directors/CAO/Council.
3. All resumes and application forms are to be submitted to HR.
4. All resumes and applications will be reviewed by HR, a Director or Manager and one member of the department and a short-list will be made.
5. HR, a Director or Manager and one member of the department shall conduct interviews and hire for all unionized position. In accordance with the AUPE Collective Agreement, Article 10.01, if all qualifications are the same, preference may be given to present Employees over external applicants.

6. Council shall conduct interviews and hire for the position of Chief Administrative Officer. HR may assist as required.
7. The Chief Administrative Officer shall conduct interviews and hire for all Executive positions. HR may assist as required.
8. Compensation for unionized positions at initial hiring will be at Level 1 unless deemed otherwise by the CAO.
9. Compensation for seasonal staff shall be established as follows:
 - Seasonal (Summer) Staff will be hired for a period of less than 4 months;
 - All seasonal staff must possess a valid driver's license;
 - During the hiring process, preference will be given to the university/college students;
 - The pay grid for Seasonal Staff is as follows:

University/College Students	High School Students	Non-students
1 st year – MW + \$1.00	MW	1 st year – MW + \$1.00
2 nd year – MW + \$2.00	MW	2 nd year – MW + \$2.00
3 rd year – MW + \$3.00	MW	3 rd year – MW + \$3.00
4 th year – MW + \$4.00	MW	4 th year – MW + \$4.00

MW – Minimum Wage as established by the Province of Alberta

Employment of Family Members

Family member means an Employee's spouse (including common-in-law spouse), parents, guardian, parent-in-law, grandparent, grandchild, son, daughter, brother, sister, or the husband or wife of any of them. Article 2(g) of the AUPE Collective Agreement.

- (a) The County will not show preference nor will it discriminate either in favour for or against any relatives of employees, elected representatives or appointed representatives who wish to apply for employment.
- (b) Any member of the hiring team will declare a familial relationship as defined under the definition of Family Members as soon as he/she becomes aware that a relative has applied for the position. He/she will exclude him/herself from the selection process. Another individual will be selected to fill the vacancy.
- (c) A familial relationship that has been reported will have no bearing on the hiring decision as long as they will not be reporting directly to a family member.
- (d) Recommendations are permissible, under no circumstances shall employees, elected or appointed representatives' place any undue pressure or interference in

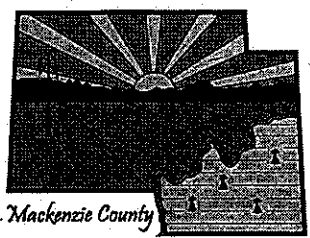
the selection process.

Reporting Relationship

A person shall not hire or directly supervise one of their relatives. A direct reporting relationship is one where an employee has responsibility for and authority over another employee to assign and schedule duties and conduct performance evaluations.

Any familial direct reporting relationships that may exist at the time this policy is adopted by Council and those which come into being by means other than initial hiring will be allowed to continue. However, in the event that a direct reporting relationship between relatives is the result of a personal decision (e.g. marriage) or job change, every effort will be made to transfer one of the affected employees, to a comparable position within the organization.

	Date	Resolution Number
Approved	July 25, 2007	07-07-683
Amended		
Amended		



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 23, 2008
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Ratepayer Meetings

BACKGROUND / PROPOSAL:

At the March 11, 2008 council meeting, ratepayer meetings were set as follows:

- Thursday, June 5, 2008
- Friday, June 6, 2008
- Thursday, June 12, 2008
- Friday, June 13, 2008

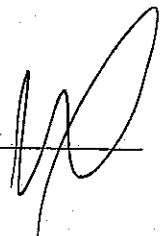
OPTIONS & BENEFITS:

Administration recommends that the dates be changed as follows and that locations be determined:

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

All meetings will begin at 7:00 p.m.

COSTS & SOURCE OF FUNDING:

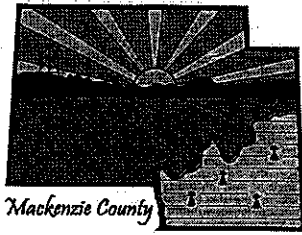
Author: C. Gabriel Review By: _____ CAO 

RECOMMENDED ACTION:

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

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

Author: C. Gabriel Review By: CAO



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 23, 2008
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Council Meeting Dates

BACKGROUND / PROPOSAL:

Due to conferences being held during regularly scheduled Council meetings, Council may wish to change the May 28th and July 8th council meetings.

May 28th Regular Meeting
 FCM Conference in Quebec from May 30 – June 2, 2008
 (three councillors will be traveling to the conference)

July 8th Regular Meeting
 Rural Matters Conference in Edmonton from July 5 – 8, 2008
 (six councillors will be attending this conference)

OPTIONS & BENEFITS:

May 28th Regular Meeting Options:

Option 1
 That the May 28th meeting be changed to May 21st.

Option 2
 That the May 28th meeting be cancelled and that the June 10th meeting be held in Zama in conjunction with the annual Ratepayers meeting.

Author: C. Gabriel Review By: _____ CAO

July 8th Regular Meeting Options:

Option 1

That the July 8th meeting be changed to July 10th.

Option 2

That the July 8th meeting be changed to July 15th and the July 23rd meeting be cancelled.

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

Motion 1

That the May 28, 2008 Regular Council meeting be cancelled.

Motion 2

That the June 10, 2008 Regular Council meeting be held in Zama beginning at 1:00 p.m.

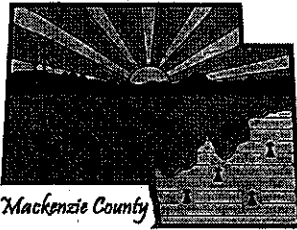
Motion 3

That the July 8, 2008 Regular Council meeting be changed to July 15, 2008.

Motion 4

That the July 23, 2008 Regular Council meeting be cancelled.

Author: C. Gabriel Review By: _____ CAO _____



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 23, 2008
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Fort Vermilion FCSS Advisory Committee Appointments

BACKGROUND / PROPOSAL:

Two resignations were received from the Fort Vermilion FCSS Advisory Committee. Advertisements were placed for the filling of these positions. To date one application has been received (attached).

The term of this appointment would be till December 31, 2008 as the original appointments to this committee were made for a one year term (January 1 – December 31, 2008).

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

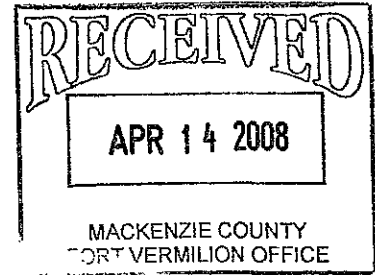
That Lance Goudie be appointed to the Fort Vermilion FCSS Advisory Committee for the period April 23, 2008 to December 31, 2008.

Author: C. Gabriel

Review By: _____

CAO

Lance Goudie
P.O. Box 877
Fort Vermilion, Alberta
T0H 1N0
lanceg@fvsd.ab.ca



April 10th, 2008

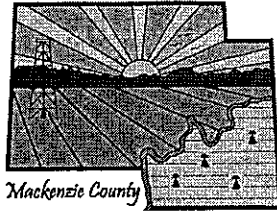
To whom it may concern:

I am re-applying for the position of FCSS Board Member. I have been living in Fort Vermilion and have been teaching at Fort Vermilion Public School for the past four years. I believe the opportunities I have been given to work with the youth of this community has given me the experience and knowledge needed to help make a positive impact on the youth and the community at large. Thank you for your time and consideration.

Sincerely,

A handwritten signature in cursive script that reads "Lance Goudie".

Lance Goudie



MACKENZIE COUNTY

NOTICE TO RESIDENTS

Fort Vermilion FCSS Advisory Committee Vacancies

Mackenzie County is looking for two (2) individuals in the Fort Vermilion service area who are interested in participating in the Fort Vermilion Family & Community Support Services (FCSS) Advisory Committee.

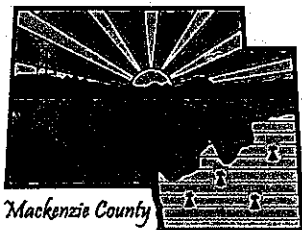
If you are interested in the FCSS services provided to the residents of the Fort Vermilion area and can commit to attending monthly meetings – please submit a letter of interest by Monday, April 14, 2008 to:

Carol Gabriel, Executive Assistant
Mackenzie County
PO Box 640
Fort Vermilion, AB
T0H 1N0

Fax: (780) 927-4266

Email: cgabriel@mackenziecounty.com

Appointments to this Committee will be made
by County Council.



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 23, 2008
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	Mackenzie Housing Management Board – requisition for capital towards future lodge projects

BACKGROUND / PROPOSAL:

The Mackenzie Housing Management Board requisitions the three municipalities in the Region for the operations of the Heimstead Lodge located in the Hamlet of La Crete. The annual payment is proportionally allocated to the three municipalities using the equalized assessments.

OPTIONS & BENEFITS:

Mackenzie Housing submitted their requisition request to the municipalities. The request included a new additional request asking the three municipalities to approve "an annual requisition of \$500,000 for capital reserve towards future Lodge projects".

Following the decision made at the Tri-Council meeting on April 10, 2008, a Request for Proposal was drafted for a Senior's Lodge Feasibility and Analysis Study.

COSTS & SOURCE OF FUNDING:

The cost associated with the study is to be shared proportionally between the municipalities.

2008 Operating Budget

RECOMMENDED ACTION:

That the County participate in the Senior's Lodge Feasibility and Analysis Study with the Town of High Level and Town of Rainbow Lake and that the Request for Proposal for this study be approved as presented.

Author: _____ Review By: *[Signature]* _____ CAO *[Signature]* _____

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.

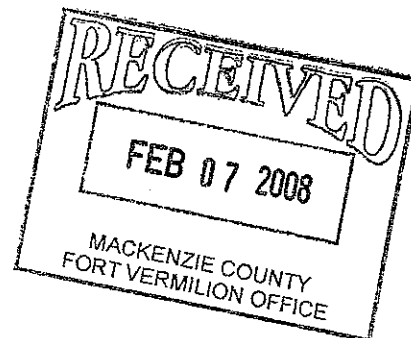
In addition to the above, Mackenzie Housing Management Board has requested the three municipalities approve an annual requisition of \$500,000 for capital reserve towards future Lodge projects. As per policy, all three municipalities must support this request by motion.

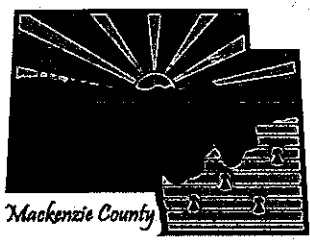
Should you require further clarification, please give me a call at 928-4349. Thank you for your consideration.

Sincerely



Helen Braun
Chief Administrative Officer





MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 23, 2008
Presented By:	John Klassen, Director of Environmental Services
Title:	Amended Municipal Parks Bylaw 671/08

BACKGROUND / PROPOSAL:

At the April 10, 2008 Council meeting the Municipal Parks Bylaw was reviewed and received first and second reading and consideration to go to third reading was defeated. Therefore administration brings forth the Municipal Parks Bylaw as amended, to be presented for third reading.

OPTIONS & BENEFITS:

To provide seasonal campsite options and generate additional revenue from campsites within designated areas of the County.

COSTS & SOURCE OF FUNDING:

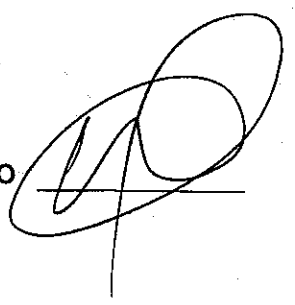
N/A

RECOMMENDED ACTION:

MOTION 1

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; **(May 1 – Sept. 30): \$1500.00**
- (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 10th day of April, 2008.

Second Reading given on the 10th day of April, 2008.

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)
Wadlin Lake only.
Seasonal (May 1 – Sept. 30): \$1500.00

Overnight: \$12.00

Plus a \$250.00 damage deposit

Weekly: \$72.00

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.

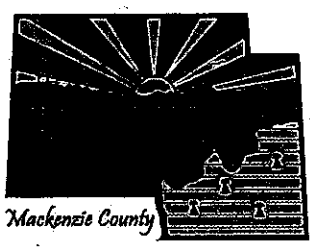
Example 1:	15 units @ \$10.00	\$150.00
	Basic fee	<u>\$ 50.00</u>
	Total	\$200.00/day
Example 2:	10 units @ \$10.00	\$100.00
	Basic Fee	<u>\$ 50.00</u>
	Total	\$150.00/day
Example 3:	Shelter only (No R. V.'s)	\$ 50.00/day

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:

Section	Description	Penalty
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

Meeting:	Regular Council Meeting
Meeting Date:	April 23, 2008
Presented By:	John Klassen, Director of Environmental Services
Title:	Land Purchase Policy Review

BACKGROUND / PROPOSAL:

Administration was directed to bring forth the County's land purchase policy for review. Attached are the County's land acquisition policy, crop damage compensation policy and a policy from another MD.

OPTIONS & BENEFITS:

To review and update the current County policies.

*John W.
fixed price
per acre*

COSTS & SOURCE OF FUNDING:

NA

RECOMMENDED ACTION:

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

Author:  John Klassen

Review Date: _____ CAO 

Municipal District of Mackenzie No. 23

Title	LAND ACQUISITION FOR MUNICIPAL WORKS	Policy No:	PW006
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Legislation Reference	Municipal Government Act, Section 62
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Purpose

To establish a procedure for purchasing land for a road, ditch or drainage.

Policy Statement and Guidelines

If land must be purchased to accommodate planned construction, the Chief Administrative Officer or designate shall obtain from the landowner a written agreement for the municipality to purchase the required land and shall ensure that the requirements of Section 62 are met.

The purchase price shall be at the appraised fair market value assessment or less plus losses

- (a) for **right-of-way**
- (b) for **borrow pits**
- (c) for crop and surface damage for **backsloping**.

Payment shall only be made when the acquired interest is registered on the title.

	Date	Resolution Number
Approved	Oct 14/98	98-312
Amended		
Amended		

"J. Maine" (Signed)
Chief Administrative Officer

"B. Bateman" (Signed)
Chief Elected Official

Municipal District of Mackenzie No. 23

Title	Crop Damage Compensation	Policy No:	PW035
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Purpose

To establish crop damage rates for landowners adjacent to municipal construction projects.

Policy Statement

It is necessary to compensate landowners for crop damage if it is as a result of a municipal project construction.

Guidelines

Where municipal road construction extends beyond the right-of-way in a rural area there is usually crop damage to the existing land. Landowners shall be compensated as follows:


1. \$300.00 per acre for damage to cereal, pulse or seed crop
2. \$300.00 per acre for damage to seeded hay or pasture
3. \$50.00 per acre for damage to native land

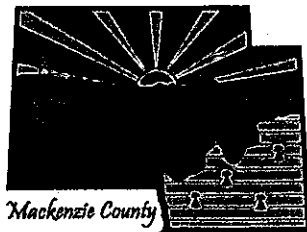
Prior to working outside of the right-of-way the municipality shall enter into an agreement with the landowner.

There shall be no compensation for easements or right-of-way agreements within hamlet limits.

	Date	Resolution Number
Approved	September 8, 2004	04-679
Amended		
Amended		

SADDLE HILLS COUNTY

 Saddle Hills COUNTY	<u>POLICY TITLE</u>	<i>PW11</i>	<u>PAGE</u> 1 OF 1		
	<u>PURCHASE OF PROPERTY</u>	DEPARTMENT: PUBLIC WORKS			
COUNCIL RESOLUTION	DCS	DPW	CAO	CROSS REFERENCE	AMENDMENT DATE
NO.: 05.23.05.06 DATE: January 22, 2002					<i>May 23, 2006</i>
<u>PURPOSE:</u>					
<p>The purpose of this policy is to establish the rate of compensation Saddle Hills County will pay for the purchase of land and related improvements. These rates will be standardized across the County and are intended to be used in relation to infrastructure development/improvement.</p>					
<u>POLICY:</u>					
<ol style="list-style-type: none"> 1. a) The basic compensation rate for the purchase of land by the County will be \$750.00 per acre, excluding improvements. <p style="margin-left: 40px;">b) Where the parcel (s) is more than half acre the County will pay \$750.00, if the parcel (s) is less than half acre the County will pay \$375.00.</p> 2. Should the County require a landscape borrow for its purposes, a rate of \$150.00 per acre will be used. The land used for the landscape borrow will be the property of the landowner. 3. Should the county require borrow, for its purposes, on cultivated land a flat fee of \$500.00 per borrow will be paid in addition to the cost per acre for the land. 4. Compensation for other costs such as the relocation of structures, excluding fencing, will be paid based on actual quotes or as negotiated with the landowner. Example: To relocate grain bins for road construction the County may obtain quotes from private contractors, use its own forces or negotiate the relocation with the landowner. 5. Should the County be unable to purchase land at the rate established, administration will refer the offer to purchase to Council for the purposes of evaluating the project under consideration or the offer to purchase. Council may choose to cancel the project or vary the compensation package as deemed appropriate. 					



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 23, 2008
Presented By:	John Klassen, Director of Environmental Services
Title:	Community Service Agreement

BACKGROUND / PROPOSAL:

The Parks and Recreation Committee reviewed and accepted the agreement for Machesis Lake between the Province and the County. (see attached)

OPTIONS & BENEFITS:

To continue providing recreational options to County ratepayers and tourists.

COSTS & SOURCE OF FUNDING:

NA

RECOMMENDED ACTION:

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

Author: John Klassen

Review Date: _____

CAO 

COMMUNITY SERVICE AGREEMENT TO OPERATE A RECREATIONAL SITE

THIS AGREEMENT is made as of the day of 20

BETWEEN:

HER MAJESTY THE QUEEN in Right of the
Province of Alberta, as represented by
the Minister of Tourism, Parks, and Recreation
(hereinafter referred to as the "Province")

- and -

Mackenzie County
(hereinafter referred to as the "Operator")

WHEREAS the Province desires to keep Machesis Lake Provincial Recreation Area (the "site") operated and maintained for the benefit of the public;

NOW THEREFORE in consideration of their mutual promises, the Province and the Operator agree as follows.

1. The Operator shall operate and maintain the site for the benefit of the public.
2. The term of this Agreement (the "term") begins on the 1st day of May, 2008 and expires at the close of the 30th day of April, 2018.
3. Upon expiry of this Agreement, the Operator shall leave the site in the same condition as existed at the commencement of the term, reasonable wear and tear excepted, and except for changes that the Province has approved in writing.
4. The Operator accepts sole responsibility for the fitness, safety, preservation, operation and maintenance of the equipment, facilities and land at the site and shall maintain insurance throughout the term, as set out in Schedule A. A facility inventory list may be specified in Schedule B.
5. The Operator shall report to the Province with respect to the operation, maintenance and usage of the site, upon the written request of the Province.
6. The Operator acknowledges that the Government of Alberta has passed the Freedom of Information and Protection of Privacy Act (the "Act"). All documents submitted by the Operator to the Province under this Agreement become the property of the Province and subject to the provisions of the Act.

7. The Province shall have unrestricted access to the site and may terminate this Agreement without cause or liability upon giving 6 months notice in writing to the Operator. Termination for cause is effective immediately upon delivery of written notice.
8. (a) The Province agrees to hold harmless the Operator from any and all third party claims, demands, or actions for which the Province is legally responsible, including those arising out of negligence or willful acts by the Province or the Province's employees or agents.

(b) This hold harmless shall survive this Agreement.
9. (a) The Operator agrees to hold harmless the Province from any and all third party claims, demands, or actions for which the Operator is legally responsible, including those arising out of negligence or wilful acts by the Operator or the Operator 's employees or agents.

(b) This hold harmless shall survive this Agreement.
10. The Operator shall use reasonable efforts to ensure that users of the site will be reasonably safe in using the site and that users do not engage in prohibited activities.
11. The Operator shall pay any taxes, utilities and other charges in respect of the site during the term.
12. The Operator shall not assign, sublet, encumber, construct or remove improvements, or otherwise make significant changes to the site without first obtaining the written consent of the Province.
13. The Operator shall not charge users a day use fee for attendance at the site without first obtaining the written consent of the Province.
14. Any net income received by the Operator from the operation and maintenance of the site shall be used to maintain and improve the site.
15. The contact person for the Province in respect of this Agreement is District Team Leader, Peace River District, Alberta Provincial Parks.
16. The contact person for the Operator in respect of this Agreement is John Klassen, Director of Environmental Services, Mackenzie County.

17. Any notice given pursuant to this Agreement shall be delivered to the address noted below or an address in Alberta substituted by written notice.

To the Province
Alberta Tourism, Parks and Recreation
Provincial Parks
Peace River District
Bag 900-26, 9621 – 96 Avenue
Peace River, Alberta T8S 1T4

To the Operator
Mackenzie County
Box 640
Fort Vermilion, Alberta T0H 1N0

IN WITNESS WHEREOF the Operator and the Province have signed this Agreement as of the date first above written.

Witness

Alberta Tourism, Parks, & Recreation

Witness

Operator

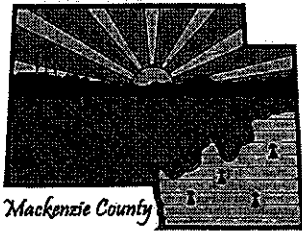
SCHEDULE "A" - INSURANCE

The Operator shall

- a) insure its operations under a contract of General Liability in an amount not less than \$2,000,000 per occurrence, insuring against bodily injury, personal injury and property damage including loss of use thereof. Such insurance shall include non-owned automobile liability and tenant's/occupier's legal liability in an amount suited to the Occupier's occupancy of the Province's Premises;
- b) maintain Automobile Liability Insurance on all vehicles owned, operated or licensed in the name of the Operator in an amount not less than \$1,000,000;
- c) maintain "All Risks" property insurance on all property owned by the Operator, and such insurance is to extend to the Operator's legal liability for the equipment of the Province in its care, custody or control. Coverage shall be in forms and amount sufficient to cover the value of the destroyed property or the cost of its repair;
- d) ensure that each policy of insurance required above is endorsed to provide the Province with 30 day advance written notice of cancellation or material change; and
- e) provide evidence satisfactory to the Province of all required insurance prior to the commencement of this Agreement and annually thereafter. On request the Operator shall promptly provide the Province with a certified true copy of each policy.

SCHEDULE "B" – FACILITY INVENTORY LIST

To be added to Agreement by May 30th, 2008



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 23, 2008
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Drainage Improvements Adjacent to Highway 697

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:

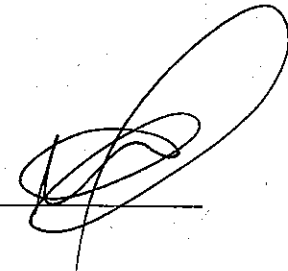
The benefit is control of surface water along this section.

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

Dear Mr. Kostiw,

Re: Memorandum of Agreement
Drainage Improvements Adjacent to Highway 697

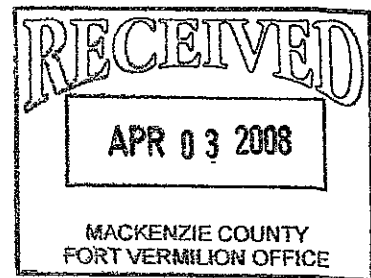
Enclosed is your copy of the fully executed Memorandum of Agreement between Alberta Infrastructure and Transportation and municipality for the Drainage Improvements Adjacent to Highway 697.

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 1st 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:**

[Handwritten signature]

Witness

[Handwritten signature]

Regional Director
Alberta Infrastructure and Transportation

**SIGNED ON BEHALF OF
MACKENZIE COUNTY by:**

[Handwritten signature]

Witness

[Handwritten signature]

Signature
William Kostick

Name

SCHEDULE OF COSTS

SCHEDULE OF COSTS – PMB 025/08

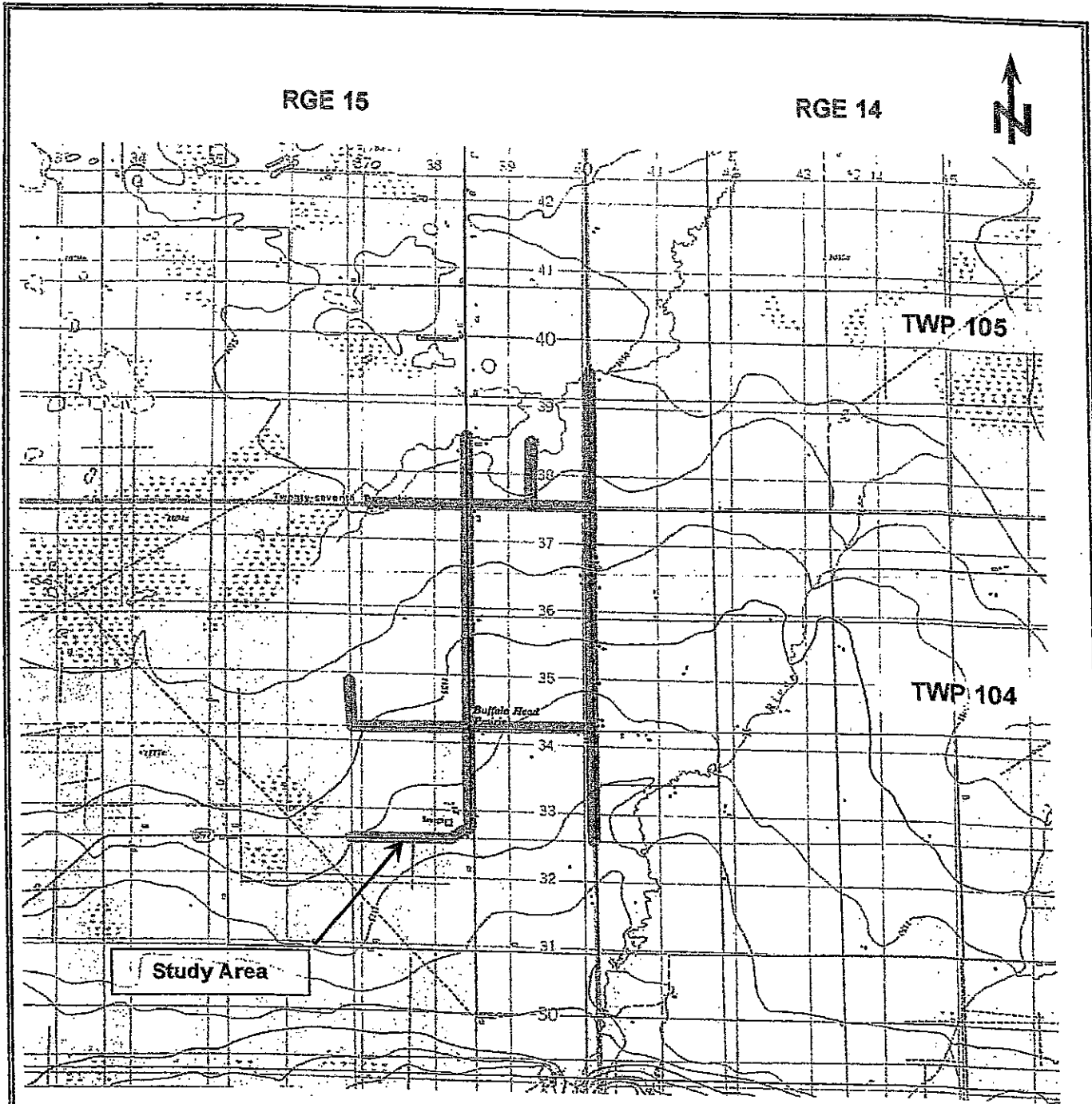
CONSTRUCTION COST ESTIMATE

DRAINAGE IMPROVEMENTS

AGENCY: MACKENZIE COUNTY
PROJECT: Drainage improvements adjacent to Highway 697.
LOCATION: 697:04
CONSULTANT: EXH Engineering Services Ltd.
CONTRACTOR: To be determined

ITEM	AMOUNT
Engineering	\$50,000 Maximum or 50% of Eligible Cost, whichever is less
TOTAL	\$50,000 Maximum

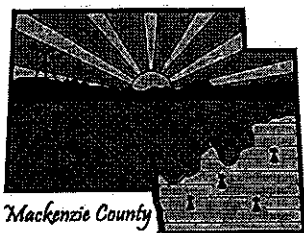
EXHIBIT "A"



SITE MAP

NTS

EXH Engineering Services Ltd.	LOCATION PLAN	
	Buffalo Head Prairie Highway 697	DRAINAGE STUDY AREA



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 23, 2008
Presented By:	John Klassen, Director of Environmental Services
Title:	Right of Way Clearing

BACKGROUND / PROPOSAL:

At the April 10, 2008 Council meeting right of way clearing was brought forward as an addition to the agenda. The topic of discussion was what the County's position should be when a land owner clears his/her land and would like to clear the right of way as well.

OPTIONS & BENEFITS:

Pros:

Right of ways would be cleared and maintained by the land owner until such time as the County would need a road at that location; therefore reducing the County's cost by not having to clear the said right of way.

Cons:

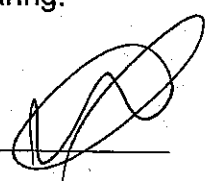
By allowing more right of ways to be opened, it creates more open areas with no wind breaks between quarter sections

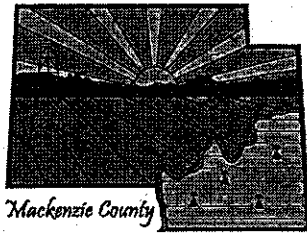
COSTS & SOURCE OF FUNDING:

NA

RECOMMENDED ACTION:

That Council provides administration with direction regarding right of way clearing.

Author: John Klassen Review Date: _____ CAO 



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 23, 2008
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Information/Correspondence

BACKGROUND / PROPOSAL:

The information/correspondence items will be presented on the meeting day.

	Page
• Action List	105
• Letter from Minister of Tourism, Parks and Recreation – Hutch Lake	111
• Mighty Peace Tourist Association	113
• Northern Lights Health Region – February 26 th Board Meeting Minutes	115
• 2008 Energize Workshop	121
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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

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

Council Meeting Motions Requiring Action

Motion	Action Required	Action By	Status
October 10, 2006 Council Meeting			
06-714	That the Wolfe Lake Water Point be referred to the Operations Committee for review.	John K. Ed, John W. Bill N., Ryan	In progress
October 25, 2006 Council Meeting			
06-799	That administration bring back the Land Purchase Policy for Council review with options.	John K. Mark John W.	In progress
October 10, 2007 Council Meeting			
07-10-876	That administration work on the three and seven year infrastructure plans and consult with engineers as required.	Mark	In progress
October 25, 2007 Council Meeting			
07-10-958	That the Chief Administrative Officer follow up with the Emergency Services communications network.	Jason, Ryan, John, Greg	In progress
07-10-992	That administrative support be provided to Mustus Energy Ltd. to investigate funding sources from municipal, provincial, and federal entities and bring back options to Council.	Bill K. Greg N.	In progress
November 13, 2007 Council Meeting			
07-11-1050	That administration negotiate the purchase of Public Land with Alberta Sustainable Resource Development for the future urban expansion for the Hamlet of Zama.	Ryan Lisa Bill K.	In progress
January 30, 2008 Council Meeting			
08-01-068	That the Chief Administrative Officer or designate work with Mackenzie Housing regarding the affordable housing proposal in Zama.	Bill K. Joulia Don	

Motion	Action Required	Action By	Status
February 12, 2008 Council Meeting			
08-02-113	That the Land Use Bylaw amendment to rezone Part of NW 19-109-19-W5M from Agricultural Industrial District 1 "A1" to Rural Industrial District 1 "R11" 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
February 27, 2008 Council Meeting			
08-02-152	That administration bring back options regarding the proposed rezoning of a one mile radius surrounding Plan 002-1068, Lot 2, Lot 4 and Lot 5 through consultation with the affected landowners. (Footner)	Ryan Bill K. Stuart	In progress
08-02-155	That administration set up a meeting with the Northern Lights Health Region.	Bill K.	In progress
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
March 11, 2008 Council Meeting			
08-03-174	That Mackenzie County pursue securing the lease and associated survey costs for the Atlas Recreation Area and long term agreement with a local non-profit group, subject to a detailed operator's agreement with funding for the survey coming from the parks and recreation budget.	John K. Ryan Parks & Rec.	In progress

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
March 26, 2008 Council Meeting			
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	April 29/08
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

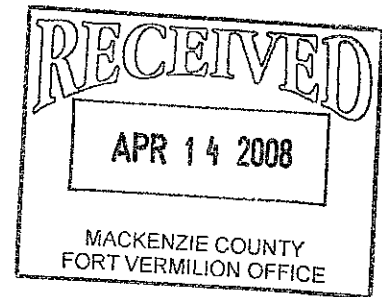
Motion	Action Required	Action By	Status
08-03-224	That a letter be sent to the Minister of Tourism, Parks and Recreation requesting a meeting regarding Hutch Lake.	Bill K. John K.	In progress
08-03-227	That administration issue a request for proposals for the development of land in Zama.	Ryan Don Lisa	
April 10, 2008 Council Meeting			
08-04-246	That administration bring back options and figures on the taxation of trailer parks and federal buildings.	Joulia	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.	May 6/08
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.	In progress
08-04-257	That Contractors be requested to submit a list of services that they provide for notification by the County.	Mark John K.	In progress
08-04-258	That the fuel program for 2008 be tabled to the Finance Committee for review.	Mark Joulia	Finance Committee
08-04-259	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.	Mark John K. Bill K.	In progress
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.	Ryan	In progress
08-04-275	That a letter be sent to the Minister of Health regarding board members and regional health authorities.	Bill K. Carol	



ALBERTA
TOURISM, PARKS AND RECREATION

*Office of the Minister
MLA, Calgary-Shaw*



April 1, 2008

AR15336

Mr. Greg Newman, Reeve
Mackenzie County
His Worship Greg Schmidt, Mayor
Town of High Level
P.O. Box 640
Fort Vermilion, AB T0H 1N0

Dear Reeve Newman and Mayor Schmidt:

Thank you for your letter of February 26, 2008 to the Honourable Hector Goudreau, Minister of Tourism, Parks, Recreation and Culture, regarding the Hutch Lake campground and day use area. As the Minister of Tourism, Parks and Recreation, I appreciate the opportunity to respond.

As indicated in previous correspondence, in the past few years many small, local campgrounds have been either leased to non-profit groups, divested to local municipalities or closed and reclaimed. My Ministry has tried, unsuccessfully, to find a non-profit group interested in operating this site. As a result, Hutch Lake Provincial Recreation Area has been deregulated and is no longer under the administration of my Ministry.

Should the county or town wish to operate the site, please contact Alberta Sustainable Resource Development to arrange for a long-term lease or purchase of the site. I have taken the liberty of forwarding your letter to the Honourable Ted Morton, Minister of Sustainable Resource Development, for his consideration.

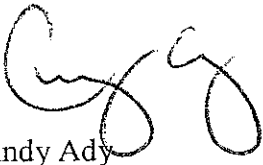
You will be interested to know that my Ministry is developing a plan for parks and recreation areas to accommodate population growth and improve quality of life opportunities. It is my intention to carry Alberta's Plan for Parks forward for Cabinet consideration sometime this spring. Following Cabinet approval of the plan, my Ministry will begin to prepare an implementation strategy that may involve public consultation to determine priorities for developing new parks where warranted.

.../2

Reeve Newman and Mayor Schmidt
Page 2

I appreciate your interest in ensuring that there are parks and recreation opportunities for your residents and visitors. Thank you again for taking the time to write and share your views.

Sincerely,

A handwritten signature in black ink, appearing to read 'Cindy Ady', with a large loop at the end.

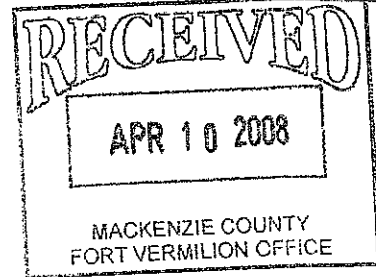
Cindy Ady
Minister

cc: Honourable Ted Morton, Minister of Sustainable Resource Development
Frank Oberle, MLA, Peace River



MIGHTY PEACE TOURIST ASSOCIATION

Mackenzie County
Box 640
Fort Vermilion
T0H 1N0



Att: Council

Your advertisement in the 2008 Vacation Country Travel Guide was included in a funding proposal put forth by Mighty Peace Tourist Association to Travel Alberta North. Your partner was Northern Sunrise County, who did a full page ad in the same publication.

Mighty Peace Tourist Association applied for funding for these ads, receiving a total of \$2031.00 from Travel Alberta North. I have enclosed a cheque for half of your advertising expense, \$657.50. I have also include a copy of your original invoice from Scott Company and a copy of your advertisement. Please note the Travel Alberta logo was added to your ad, the only requirement to receive the funding.

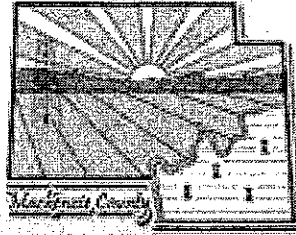
Please considering partnering with Mighty Peace Tourist Association in any future advertisng you do!

Sincerely,

Nicole Halvorson
Executive Director
Mighty Peace Tourist Association

1-12-30-00-59

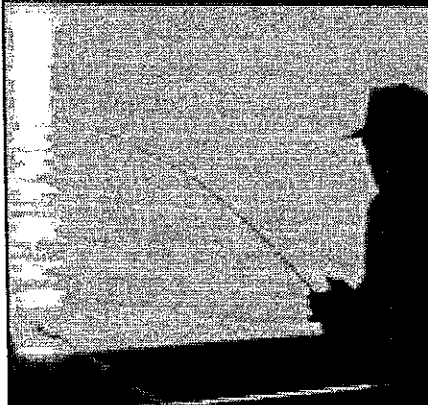
Box 419, Berwyn, AB T0H 0E0
Phone: (780) 338-2364 Fax: (780) 338-3811
Web Site: mightypeace.com e-mail: info@mightypeace.com



MACKENZIE COUNTY

Located in north-west Alberta, the Mackenzie County is rich in history, heritage and resources. Mackenzie County covers from the BC border to Wood Buffalo National Park and from the Sunais Head Hills to the H.W.T. border including the hamlets of Fort Vermilion, La Geste and Zaina.

Points of interest include Eskola Springs, Fort Vermilion Historical Sites, La Geste Historical Monument Village, sunrise and sunset on the Mighty Peace River, Tompkins Landing Ferry and a Peigan Wedding Ground at Wadous Lake.



Summer and Winter outdoor activities are plentiful and include walking trails, golf courses, bait diamonds, campgrounds, fishing, well groomed Cross Country Ski Trails, groomed Skidoo Trails with local and provincial competitions, Arenas and Curling Rinks.

For more information about the Mackenzie County contact any one of four Municipal Offices, call toll free at 1-877-927-0977, visit our Website at www.mackenziecounty.com or email info@mackenziecounty.com

MAIN OFFICE

Box 640 • 4511 - 46 Ave
Fort Vermilion, AB T0H 1N0
Phone: 780-927-3718
Fax : 780-927-4266





Northern Lights Health Region
BOARD MEETING
Tuesday, February 26, 2008
0830 Hours, Multipurpose Room
Northwest Health Centre, High Level

MINUTES

PRESENT:	J. Fitzner (left at 1115/returned 1315) S. Kennedy (left at 1115/returned 1315) G. Winkel B. Blais G. Danby M. Applin B. Stremel Dr. B. Friesen	D. Slater (VC) J. Elias S. Shiniman V. Lawrence Dr. Cheri Nijssen-Jordan (VC) G. Villeneuve (VC) D. Bell M. Linn
GUESTS	Dr. M. Sauve	Jim Keefe
REGRETS:	E. Axford R. Arnason R. Home	P. McWilliams N. McAteer G. Williams
RECORDER:	S. Blacklock	

Monday, February 25, 2008

- Board and Executive Management met with LaCrete Community Health Council members for an informal dinner and discussion
- LaCrete Community Health Council presented on the LaCrete Health Care Review
- Donna Hutton, CCHSA, joined our dinner meeting to present on CCHSA's Governance Standards for the Board of Directors

1.1 CALL TO ORDER

J. Fitzner, Chair, called the meeting to order at 0850 hours.

Action: Board Members to advise Sherrie if they require a printed copy of the Board Package

1.2 REVIEW OF AGENDA

The agenda was approved with the following amendments:

3.2.5 Evaluations

3.3.1 Jim keefe will present to the Board at 0900 hours

3.5.3 Appointment of medical staff for the West side

**MOVED BY: S. Shiniman
CARRIED**

MOTION: BOARD MOVED TO IN-CAMERA SESSION AT 0845 HOURS
MOVED BY: J. Elias
CARRIED

MOTION: BOARD MOVED TO OUT OF CAMERA SESSION AT 0907 HOURS
MOVED BY: G. Winkel
CARRIED

1.3 REVIEW OF MINUTES

Meeting of January 22, 2008 were approved as presented.

MOVED BY: J. Elias
CARRIED

Action: Board Shorts will be forwarded to Board members within one week after the meeting

- G. Danby presented on the insurance coverage that exists for Board members and NLHR employees

Action: S. Kennedy to send a follow up letter to CHC members

Action: G. Danby to forward insurance information to Board Members and EMC

Action: S. Blacklock to forward a copy of the information insurance out with the minutes and action log

Action: J. Fitzner to meet with Chief Meneen in Edmonton

2 EXECUTIVE REPORTS

2.1 Chair's Report

- J. Fitzner will send an electronic copy of his report to all members
- The HBA conference is scheduled for April 14 to 16, 2008. The conference will be held at the Westin, Edmonton
- Contract with the Heimstaed is complete
- J. Fitzner joined G. Boutlier for a funding announcement re Continuing Care and the Ambulatory Care Expansion

Action: G. Williams to confirm attendees for the HBA Conference

2.2 Chief Executive Officer Report

- Report circulated in the package for information purposes
- The Canadian Nurses Association is celebrating their centennial year. This year they will be celebrating 100 exceptional Registered Nurses. M. Applin has the honor of receiving an award.

3 COMMITTEE REPORTS

3.1 Board Quality and Patient Safety Committee

- The committee met February 21, main discussions were development of scorecards and education for the board
- Next meeting is scheduled for March 20, 2008
- Circulated in package is a bio on Ross Baker. Quality and Patient Safety Committee would like to set up a board educational videoconference
- Two management representatives and one Board member will attend the IHI Conference 'Boards on Board,' May 29 & 30, 2008

3.2 Governance Committee

- Briefing note circulated in package
- Met February 11 for preliminary discussion on KPIs
- The Board retreat is tentatively scheduled for October 24, 25 & 26, 2008
- There is a survey on the effectiveness of the committee structure that will be sent out shortly to all Board Committee Members. This is being

completed electronically on the Survey Monkey. The Governance Committee will present the outcomes at a future Board meeting

3.2.1 Terms of Reference

- Amended Terms of Reference circulated in package

MOTION: THE BOARD APPROVE THE TERMS OF REFERENCE FOR THE RESOURCE COMMITTEE AS AMENDED WITH THE ADDITION OF VICE PRESIDENT OF MEDICAL AFFAIRS

**MOVED BY: S. Shiniman
CARRIED**

3.2.2 Board Retreat

- The Board Retreat is tentatively scheduled for October 24, 25 & 26, 2008
- Discussion held about holding the retreat at the Sutton Place again this year; suggestion was made that an alternate place be looked at this year that may provide a more team orientated atmosphere
- TNG is able to accommodate our dates

MOTION: THE BOARD APPROVE THE 2008 BOARD RETREAT AT AN EDMONTON LOCATION, TO BE DETERMINED, AND THAT TNG (BRAD & LINDA) IS THE FACILITATOR OF CHOICE

**MOVED BY: S. Shiniman
CARRIED**

3.2.3 Board Policies

- Policies circulated in package

MOTION: THE BOARD APPROVE THE FOLLOWING BOARD POLICIES AS PRESENTED

- 1) BOARD MEMBER DEVELOPMENT
- 2) ROLE OF BOARD CHAIR
- 3) ROLE OF BOARD VICE-CHAIR

**MOVED BY: S. Shiniman
CARRIED**

3.2.4 Evaluations

- G. Winkel presented on the Chair evaluation

3.3 Resource Committee

- Briefing note circulated in package

3.3.1 Thickwood Community Health and Wellness Centre

- Executive Management members and Board members outlined the process to determine the preferred building option. Six options were identified by the Region
- Jim Keefe, Consultant, presented on the business cases in respect of the three preferred options
- G. Danby presented on the decision analysis criteria that had been used in determining the three options
- Lengthy discussion ensued re the options, working groups and services related to the Community Health and Wellness Centre

MOTION: THE BOARD APPROVE OPTION 2 OF THE THICKWOOD COMMUNITY HEALTH AND WELLNES CENTRE

**MOVED BY: G. Winkel
CARRIED**

3.3.2 Capital Plan

- Attachment circulated in package
- G. Danby presented on the Capital Plan 2007/08 to 2011/12
- Discussion ensued re different funding options

3.3.3 Wood Buffalo Housing Land Release

- Briefing note circulated in package for information purposes
- Board members met with Wood Buffalo Housing to be briefed on a proposal being put forward to the Government of Alberta regarding Land Release
- Wood Buffalo Housing required a letter of support, which was done by the Executive Committee
- The Resource Committee is sending a report to Heather Kennedy outlining our needs and support for the wood Buffalo Housing Proposal.

3.3.1 Continuing Care

- Briefing note circulated in package
- The Functional and Capital plan for a 48-bed Continuing Care centre was submitted in June
- The NLHR is part of the Abram's Land Development Corporation which is working to develop land in Dickensfield for two churches, a mosque and the 48-bed Continuing Care Centre
- Guy Boutilier, MLA, announced \$35 million funding for a Continuing Care Centre

MOTION: THE BOARD APPROVE THE HEALTH REGION TO EXPLORE ALTERNATIVE FINANCING ARRANGEMENTS IN THE DEVELOPMENT OF A CONTINUING CARE CENTRE IN FORT MCMURRAY
MOVED BY: S. Shiniman
CARRIED

3.4 Stakeholder Relations

- Report circulated in package

3.4.1. Community Health Council Reports

MOTION: THE BOARD APPROVE THE NORTHERN LIGHTS HEALTH REGION COMMUNITY HEALTH NEEDS ASESMENT
MOVED BY: S. Kennedy
CARRIED

- 3.4.1.1 Wood Buffalo Community Health Council**
 - See Stakeholder Relations Report
- 3.4.1.2 Rainbow Lake Community Health Council**
 - See Stakeholder Relations Report
- 3.4.1.3 Fort Vermilion Community Health Council**
 - See Stakeholder Relations Report
- 3.4.1.4 Paddle Prairie Community Health Council**
 - No report
- 3.4.1.5 High Level Community Health Council**
 - See Stakeholder Relations Report
- 3.4.1.6 LaCrete Community Health Council**
 - See Stakeholder Relations Report

Action: G. Villeneuve to ensure the Community Health Councils are aware of the proper process when making complaints or compliments and how to access the public complaints officer

3.5 Medical Reports

- 3.5.1 Vice President Medical Affairs**
 - Report circulated in package
 - Next MAC for East side is scheduled for February 27, 2008

MOTION: THE BOARD APPROVE THE APPOINTMENT OF DR. WALSH, DR. OSONGO AND DR. GAME FOR ACTIVE PRIVILEGES FOR 2008

**MOVED BY: G. Winkel
CARRIED**

- 3.5.2 Medical Officer of Health Report**
 - Report circulated in package
 - NLHR, Alberta Cancer Board and the First Nation Inuit Health Branch met with Nunee Health Society February 20th to discuss the process that will be used by Alberta Cancer Board to investigate the occurrences of cancer in Fort Chipewyan
 - B. Friesen went over the highlights of the meeting

MOTION: THE BOARD GRANTS EXECUTIVE OFFICER STATUS TO DIANA NITA AS PER THE PUBLIC HEALTH ACT

**MOVED BY: G. Winkel
CARRIED**

MOTION: THE BOARD DELEGATES TO THE MEDICAL OFFICER OF HEALTH THE AUTHORITY TO APPOINT EXECUTIVE OFFICERS AND DEPUTY OR ASSOCIATE MOHs

**MOVED BY: G. Winkel
CARRIED**

- 3.6 Physician Liaison Committee**
 - The next PLC meeting is scheduled for March 11, 2008
- 3.7 Northern Lights Regional Health Foundation**
 - V. Lawrence presented on the Service Plan to the Foundation

3.8 Northwest Health Foundation

- Briefing note circulated in package
- Currently working on the bylaws
- A motion was made to accept the Northern Lights Health Region's Corporate Logo as the logo for the Foundation

4.0 Publicly Released Information/Media/correspondence

4.1 No report

5. Other Business

5.1 Health Facilities Review – St. Theresa General Hospital

- Circulated for information purposes
- Discussion ensued re planning a recognition

6. NEXT MEETING

2008 March 25

7. ADJOURNMENT

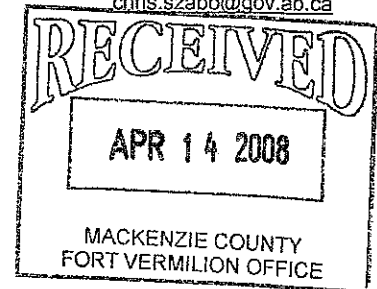
A motion to adjourn the meeting was made by G. Winkel

Jeff Fitzner, Chair

R. Arnason, Vice Chair

April 7, 2008

Reeve Gregory Alan Newman and Councillors
Mackenzie County
PO Box 640
Fort Vermilion AB T0H 1N0



Dear Reeve Newman and Councillors:

Alberta Tourism, Parks and Recreation, the Alberta Sport, Recreation, Parks and Wildlife Foundation and the Alberta Recreation and Parks Association (ARPA), are jointly sponsoring the **2008 Energize Workshop**.

The workshop will be hosted in conjunction with the ARPA Annual Conference, **October 23-25, 2008** at the Jasper Park Lodge, Jasper, Alberta. This annual workshop provides a forum for learning and networking for council members, recreation board members, administrators and other interested Albertans. Watch for the program brochure coming by mail in late June or early July!

The *Recreation Volunteer Recognition Awards* have been a part of Energize since 1977 and, to date, 181 outstanding Albertans have been recognized (see attached list of recipients). You have the opportunity to nominate an individual (or individuals) from your community who has made significant contributions to recreation development. Please read the attached nomination form, award criteria, and completion tips carefully to ensure that your nominee is given full credit for the volunteer work he/she has contributed. This information is also available on our website at www.asrpwf.ca (under 'News and Events'). The deadline for submissions is **June 23, 2008**. Please mail or fax your completed nomination forms (with signature) to:

Mr. Chris Szabo
Recreation Consultant
Alberta Tourism, Parks and Recreation
905 Standard Life Centre
10405 Jasper Avenue
Edmonton, Alberta T5J 4R7 Fax: (780) 427-5140

If you require additional information regarding the *Energize Workshop* or the *Recreation Volunteer Recognition Awards*, please contact Chris directly in Edmonton at (780) 415-0276 (toll-free at 310-0000).

Yours sincerely,

Handwritten signature of Bernie Mac Donald in black ink.

Bernie Mac Donald, Manager
Recreation Services Section

Handwritten signature of Brian Wright in black ink.

Brian Wright, Chair
Energize Advisory Committee

Attachments



RECREATION VOLUNTEER RECOGNITION AWARD



NOMINATION FORM

- Please review the Award Criteria **before** completing the Nomination form.
- All information **must** be included on these forms (you may photocopy them as required).

Nominee: *individual being nominated*
 please circle Mr. Mrs. Ms. Miss _____

Mailing Address: _____ **Phone (bus.):** _____

City/Town: _____ **P.C.** _____ **(res.):** _____

Occupation: _____ **# years nominee has lived in community:** _____

Contact Person: *if further information is required*
 _____ **Ph:** _____

Nomination Submitted by: _____ **Ph. (bus.):** _____

Address: _____ **(res.):** _____

_____ **P.C.** _____ **Email:** _____

Municipal Endorsement – Municipality: _____

Name: _____ **Position/Title:** _____

Signature: _____ **Phone (bus.):** _____

A. Recreation Organization or Board Involvement (do not include non-recreation involvement):

Name of Recreation Organization or Board	Description/Purpose <i>(maximum 1 sentence)</i>	Executive or Board Position Held	# of Years	Time Period <i>(specific yrs.)</i>
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				

B. Recreation Events, Programs, Services, Facilities and/or Policies:

Events <i>(recreation only)</i>	Volunteer Role	New Event? X for Yes	If Yes, was nominee involved in establishing the event? Y/N	Specific Contributions
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				

C. Describe recreation involvement that is not included elsewhere on this form.

D. Describe the nominee's most significant *volunteer* contribution to *recreation* development and why you think he/she is qualified to receive an award.

**** please review Award Criteria before completing the Nomination Form ****

2008 RECREATION VOLUNTEER RECOGNITION AWARD CRITERIA

At Energize 2008, Alberta Tourism, Parks and Recreation will recognize four volunteers who have, through their commitment and dedication at a volunteer level, advanced the development of recreation in Alberta. Please give serious consideration to nominating an individual from your area.

AWARD CRITERIA

The following criteria will be used to review the nominations:

1. The nominee must be an Albertan who has made an outstanding contribution to *recreation* development at the *community level* in the Province of Alberta through:
 - a personal *volunteer* commitment to *recreation* development,
 - a consistent record of service to the public,
 - community leadership in *recreation*, and
 - active participation in a variety of *volunteer recreation* activities.
 - *coaching* will be considered at a lower scoring rate than other recreation development due to the coaching awards available through the Alberta Sport, Recreation, Parks and Wildlife Foundation award programs.
 - *officiating* may be included only if it is *volunteer* (many officials are paid). Please ensure this is clearly indicated on the nomination form.

Do not include:

 - *non-recreation* contributions.
 - involvement while the nominee was in a *paid position* (i.e. recreation professional or elected official).
2. *Volunteer* contributions made by the nominee to the organization, administration, planning or promotion of events/programs/services/facilities/policies *beyond the local level* will be considered and should be included.
3. Nominees are not required to have served on a Recreation Board to be eligible for the award (this change recognizes that many communities no longer have recreation boards, but do have volunteers who make outstanding contributions in recreation at the community level).
4. Posthumous nominations will be accepted.
5. Previous Recreation Volunteer Recognition Award recipients are not eligible.
6. **Late nominations will not be accepted.** Please ensure nominations are faxed, emailed or postmarked by **June 23, 2008.**

TIPS FOR COMPLETING THE NOMINATION FORM

1. Keep in mind that this is a *recreation* recognition award for *volunteers* (do not include non-recreational or non-volunteer involvement). Ensure the form is completed correctly and in its entirety. It would be advantageous to research your data with family members to ensure important details are not omitted.
2. Type (or print in black ink) all information on the nomination form provided (or on photocopies if additional space is required).
Do not type or print outside the boxes on the form.
Do not attach letters of support, photographs, newspaper articles, etc.
3. **Section A** – the selection committee is likely unfamiliar with your community and its organizations. Therefore, please provide accurate, concise details.
 - *Name of Recreation Organization or Board* – include only organizations that the nominee was involved in at the executive or board level. **Do not** include any information if the nominee simply paid a membership fee and was considered an ‘active member’ of that organization without being involved in the operations or decision-making processes.
 - *Description/Purpose* – concisely describe the organization and/or its purpose.
 - *Executive or Board Position Held* – include the title of the position the nominee held while on the executive or board.
 - *# of Years* – include the number of years the nominee was on the executive or board. **Do not** include the years the nominee was involved with the organization to a lesser degree.
 - *Time Period* – include the actual years of service on the executive or board (i.e. 1984-1991).
4. **Section B** – Provide details of the nominee’s role and contributions to the development of *recreation* events, programs, services, facilities, policies, etc.
 - *Events* – include events, programs, services, facilities, policies, etc.
 - Include each event on a separate line and only include *recreation* events.
 - Include previously established, as well as ‘new’ events.
 - *Volunteer Role* – key word is *volunteer*. Include a one or two-word title for the nominee’s role in this event.
 - *New Event?* – if the event is ‘new’, simply mark with an X.
 - *If yes, was nominee involved in establishing the event?*
 - if you X’ed the previous column and the nominee was involved in *establishing* the event, enter Yes in this column.
 - if he/she was not involved in establishing the event, but was involved in the organization or implementation, enter No in this column.
 - if you left the previous column blank, leave this column blank as well.
 - *Specific Contributions* – list the details of the nominee’s role in this event.
5. **Section C** – self-explanatory.
6. **Section D** – self-explanatory.



Recreation Volunteer Recognition Award

The Award

Alberta has a wide array of volunteers that help make our recreation and parks activities among the best in the country. To recognize these volunteers, Alberta Tourism, Parks and Recreation awards individuals who have, through their commitment and dedication, advanced the development of recreation in Alberta. The individuals who have received the *Recreation Volunteer Recognition Award* have made outstanding contributions at the community or municipal level through a personal commitment to recreation development, a consistent and continuous record of service to the public, community leadership in recreation, and active participation in a variety of volunteer recreation activities.

Past Recipients

The *Recreation Volunteer Recognition Award* was initiated in 1977. Since that time, 181 individuals have been recognized for their involvement. They are:

2007

Doug Bassett, *Elk Point*
Norm Campion, *Three Hills*
Frank McEvoy, *Airdrie*
Joyce Patten, *High River*

2006

Dennis Aspeslet, *High Level*
John Bole, *Leduc*
Michael McMurray, *Spruce Grove*
Nicky Sereda, *Drumheller*

2005

Betty Mohr, *Strathcona County*
John Palardy, *Olds*
David Ramsey, *Millet*
Jack Van Rijn, *Coaldale*

2004

Marvin Bjornstad, *Elk Point/St. Paul*
Lovell McDonnell, *Medicine Hat*
Jack McKinlay, *Consort*
Elaine Muceniek, *Valleyview*

2003

Ed Marsh, *Ardrossan*
Pat Gustafson, *Woking*
Edward Berggren, *Bowden*
Michelle Bourke, *Onoway*

2002

Lawrence Duperron, *Drayton Valley*
Sharlene Lyczewski, *Bow Island*
Gary Mills, *Pincher Creek*
Bob Zahara, *Sexsmith*

2001

Ralph Courtorielle, *Grouard*
Alder Greenslade, *Millet*
Rick Horner, *Grande Prairie*
Alfa Twidale, *Fort Vermilion*

2000

Victoria Belcourt, *Edson*
Darcy Gruntman, *Rocky Mtn. House*
Ian Martinot, *Whitecourt*
Craig Volkman, *New Sarepta*

1999

Audrey Gall, *Nampa*
Harold Knight, *Airdrie*
John Logan, *Edmonton*
Bill Nielsen, *Lacombe*

1998

Claire Brown, *Strathcona County*
Bill Enticknap, *Rocky Mtn. House*
Don Mosicki, *Leduc County*
Bruce Willerton, *Wainwright*

1997

Oscar Blais, *Grande Prairie*
Doug Johnson, *Endiang*
Helmut (Chuck) Keller, *Westlock*
Jean Lapointe, *Coaldale*

1996

Dale Currie, *Hinton*
Judy Duncan, *Ft. Saskatchewan*
Wanda Hamilton, *Millet*
Shirley Hocken, *Red Deer*

1995

Elmer Watson, *Leduc*
Harold Wilson, *Sherwood Park*
Perky McCullough, *Grande Prairie*
John Wakulchyk, *Iron River*

1993

Barbara Cloutier, *Father*
Walter Kuzio, *Thorsby **
Darryl McDonald, *Vulcan*
Wilber Meunier, *Barrhead*
Roger Morgan, *Peace River*
Alice Sheen, *Cardston*
John Simonot, *Calgary*
Myrtle Smyth, *Leduc*

1991

Harvey Yoder, *Lac La Biche*
Dennis Tink, *Grande Prairie*
Howard Snyder, *Cardston*
Tom Baldwin, *Grimshaw*
Clara Berg, *Wainwright*
Conrad Jean, *St. Paul*
Donna Graham, *Vulcan*
Dave Peters, *Delburne*

1990

James Adair, *Barrhead*
Bill Elliot, *Wetaskiwin*
Dorine Kuzma, *St. Paul*
Elaine Nicolet, *Falher*
Grace Wiest, *Consort*
Hubert West, *Cardston*
Leo Zelinski, *Whitecourt*
Christina Jones

1989

Monica Chesney, *Ponoka*
Terry Brennan, *Leduc*
Lorraine Gair, *Vulcan*
Kenton Riise, *Forestburg*
George Patzer, *Hanna*
Guy Coulombe, *Evansburg*
Willard Brooks, *Cardston*
Don Shultz, *Barrhead*

1988

Max Court, *Raymond*
Thomas Forhan, *Eckville*
Margaret Lounds, *Calgary*
Bill Maxim, *Edmonton*
Paul Schow, *Cardston*
Adam Swabb, *Mundare*
Dennis Zukiwsky, *St. Paul*

1987

Myma Swanson, *Hughenden*
Jim Roth, *Bow Island*
Trudy Cockerill, *Ft. McMurray*
Mike Karbonik, *Calmar*
Rhea Jensen, *Cardston*
Maurice Allarie, *Jarvie*
Garret Funkhouser, *Olds*
Leonard Turnbull, *Olds*

1986

Keith Gosling, *Calgary*
Dennis Allen, *Edson*
Betty Garvey, *Barrhead*
Leonard Scott, *Waskatenau*
Fred Mellen, *Bow Island*
Bert Knibbs, *Bow Island*
Dick Channey, *Hayter*
Roy Elmer, *Vulcan*

1985

Karen Fetterly, *Grande Prairie*
Jules Van Brabant, *St. Paul*
Bob Stewart, *Stettler*
Arlaine Monaghan, *Winterburn*
Robert Erickson, *Botha*
Charlotte Potter, *Onoway*
Warren Lewis Smith, *Olds*
Leroy Walker, *Cardston*
Ann Steffes, *Edson*

1984

Sharon Eshleman, *Fox Creek*
John McDonnell, *St. Albert*
Kathy Clarke, *Thorhild*
Glen Oakford, *Hythe*
Dianne Garratt, *Slave Lake*
Mike Hodgins, *Edmonton*
Norman Sheen, *Cardston*
Vi Wavrecan, *Coleman*

1983

George Fraser, *Gibbons*
Walter Scott, *Vermilion*
Campbell Maxwell, *Devon*
Marilyn Haley, *Innisfail*
William Kother, *Mayerthorpe*
Gordon Luchia, *Nobelford*
Berniece Harwood, *Strathmore*
George Whitehead, *Lethbridge*

1982

Hugh Redford, *Cardston*
Jack MacAulay, *Banff*
Joyce Hodgson, *Innisfail*
Jean MacDonald, *Erskine*
Bob Lehman, *Onoway*
Ken Millar, *New Sarepta*
Vern Jones, *Beaverlodge*
Rod Hyde, *Fort McKay*

1981

Clarence Truckey, *Westlock*
Marg Southern, *Calgary*
Allan Shenfield, *Spruce Grove*
Kenneth Morgan, *Carbon*
Bill Marshall, *Sherwood Park*
John Maczala, *Nampa*
Catherine Ford, *Edmonton*
Keith Everitt, *Sturgeon*

1980

Erwin Bako, *Edmonton*
Dave Clauge, *Rocky Mtn House*
Bernice Heiberg, *Kingman*
Daniel Law, *Fort McMurray*
Deloy Leavitt, *Cardston*
Bill Salt, *Calgary*
Betty Sewall, *Brooks*
Harry Stuber, *Big Valley*

1979

Phyl Burt, *Rocky Mtn. House*
Jim Kyle, *MD of Sturgeon*
Arlene Meldrum, *Edmonton*
Elsie Milne, *Fort MacLeod*
Pat Ryan, *Calgary*
Phyllis Schnick, *Warburg*
Logan Sherris, *Nampa*

1978

Don McColl, *Edmonton*
Clarence McGonigle, *Cochrane*
William Large, *Czar*
Mary Dixon, *Grimshaw*
Jerry Rejman, *Coleman*
Eihel Taylor, *Red Deer*
Jack Krecsy, *Banff*
Laura Morgan, *Didsbury*
Theodore Westling, *Breton*
Hope Pickard, *Calgary*
Andy Graspointer, *Milk River* *

1977

Elsie McFarland, *Edmonton*
Don Moore, *Red Deer*
George Talbot, *Rocky Mtn. House*
Jack Riddel, *Edmonton*
Ted Van Biezen, *Three Hills*
Roy Blais, *Taber*
Jack Boddington, *Edmonton*

* Awarded Posthumously

Mackenzie County

Total revenue for sharing (IDP area) using the 2008 actual assessment

\$1,088,441 @ 30%

\$326,532

Total projected revenue for sharing (IDP area) assuming FFP is fully operational

\$2,032,335 @ 30%

\$609,701

Mackenzie Proposal:

Operating Contributions:

30% of the revenue for sharing with \$500,000 min amount to cover operating costs in any given year
 Additional revenue to the Town from the annexation Area (using MC 2007 tax rates and with estimated 3% increase in MVs annually)

	2008	2009	2010	2011
30% of the revenue for sharing with \$500,000 min amount to cover operating costs in any given year	500,000	500,000	609,701	627,992
Additional revenue to the Town from the annexation Area (using MC 2007 tax rates and with estimated 3% increase in MVs annually)		38,528	39,684	40,875

Capital Contributions:

- Tanker @ 100%
- Rescue @ 50%
- Aerial @ 50%
- Fire Hall @ 50%
- Airport @ 30%
- Recreation @ 20%

Tanker @ 100%	350,000	174,667	450,000	
Rescue @ 50%			15,000	65,000
Aerial @ 50%	37,500	100,000	135,000	55,500
Fire Hall @ 50%	170,100	132,000	66,000	105,900
Airport @ 30%	55,557	160,000		
Recreation @ 20%				
TOTAL	1,113,157	1,105,195	1,315,385	895,266

% of revenue contributions from the County in comparison to the total revenue expected to be collected from the IDP area

46% 45% 30% 30%

DRAFT

Mackenzie County

18-Apr-08

2008 Assessment

The following data has been used in the calculations:

THL 2007 rates
 Res: 10.3
 Non-Res: 12.875

Assessment Codes	Service Area Assessment *	SA Revenue	Inter-municipal Development Plan Assessment		Annexation Area Assessment		AAA Revenue - using	
			Inter-municipal Development Plan Assessment	IDP Revenue	Annexation Area Assessment	THL tax rates	MIC tax rates	
101 Farm Res/Site	12,997,960	89,491	4,401,890	30,307	1,737,650	17,398	11,964	
102 Residential Imp	12,856,360	88,516	10,521,740	72,442	1,730,370	17,823	11,914	
103 Vacant Resident	821,780	5,658	415,440	2,860	-	-	-	
104 Res Imp/Site NI	27,830	192	182,370	1,256	-	-	-	
141 Grazing Lease D	208,300	1,434	5,110	35	186,080	1,917	1,281	
151 Farmland	6,046,290	41,629	719,050	4,951	1,680,500	21,636	11,570	
202 Commercial Imp/	893,860	9,855	741,860	8,179	-	-	-	
203 Industrial Imp/	6,390	70	626,710	6,909	-	-	-	
252 Commercial Vaca	11,310	125	17,670	185	59,700	769	411	
253 Industrial Vaca	1,183,520	13,048	17,904,180	197,394	-	-	-	
401 Proc. Manufac B	6,692,400	73,784	68,985,240	760,562	-	-	-	
402 Machinery/Equip	47,820	329	122,360	842	38,690	498	266	
603 Provincial MV G	67,020	739	-	-	-	-	-	
701 Federal MV G/L	320,170	3,530	227,490	2,508	74,490	-	-	
703 Provincial MV E	131,570	-	1,290,890	-	-	-	-	
804 Religion	548,940	-	82,810	-	-	-	-	
809 Misc. Exempla MV	0	-	-	-	-	-	-	
811 Community Halls	218,410	-	-	-	-	-	-	
814 Airport	6,660	-	10,690	-	230,990	-	-	
820 M.D. #23 Owned	179,780	-	630,260	-	185,190	-	-	
901 Rural Residenti	3,378,190	-	152,270	-	-	-	-	
903 Farm Building E	367,730	-	-	-	-	-	-	
	47,010,290	328,399	107,038,030	1,088,441	5,923,660	60,540	37,406	

Service Area Assessment - 40km radius within the Town of High Level excluding the proposed annexation area assessment and excluding IDP area assessment

DRAFT

Carol Gabriel

From: Dean Krause [dkrause@highlevel.ca]
Sent: Tuesday, April 22, 2008 4:24 PM
To: Bill Kostiw
Cc: George Schmidt
Subject: High Level Capital Plan
Attachments: Capital Plan 09-11.doc

Bill:

Attached is the 2009-2011 capital plan for fire, airport and rec as you requested. Please be advised that this plan has not been approved by Council as we will be reviewing it at our Council Retreat.

For 2008, Council has approved the following:

Fire Dept.

Pumper \$450,000
Training Facility \$75,000

Airport

Fire Alarm Replacement \$21,000
Loader \$256,000
Taxiway lighting \$30,000
Airport Field Electrical Centre \$225,000
Pickup \$35,000

Recreation

Walking Trails \$64,000
Ball Diamond Scoreclocks \$54,506
Arena overhead door replacement \$15,000
Stage for arena ice pad \$20,000
Arena feasibility study \$40,000
Arena lighting upgrade \$110,000
Automatic controller for pool and hot tub \$15,000
Aquatic centre storage \$10,000

Please call if you have any questions.

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

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

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4/23/2008

Capital Plan

Co de 23 00	Department	Project	Comments	2009	2010	2011	
	Fire Services	Command Unit		50,000			
		Fire Hall Ventilation				50,000	
		Fire Hall Paving		200,000			
		Provincial Radio System			50,000		
		Rescue Truck		350,000			
		Fire Hall Flooring	Office area			50,000	
		Aerial Ladder Truck			900,000		
		Training Tower	Grants and donations		200,000		
		Bay Lighting Upgrade				20,000	
		Paint Interior				10,000	
		Floor resurfacing	Bay area		30,000		
				600,000	1,180,000	130,000	1,910,000
33 00	Airport	Utility Tractor		40,000			
		Water and Sewer ext.			450,000		
		Snowblower		300,000			
		Land acquisition		100,000			
		Pickup replacement				35,000	
		Expansion area clearing			100,000		
		Terminal roof replacement				150,000	
				440,000	550,000	185,000	1,075,000
		Recreation					
72 03	Aquatic Centre	Re-grouting change room floors		25,000			
		Class server		25,000			
		Storage Area	Convert Acid Room	20,000			
		Replace Pool Filters			25,000		
		Re-grout Pool			50,000		
		Electronic Information sign			15,000		
		Hot Tub Boiler				8,500	
		Aqua Max				6,000	
		Door/Window Replacement				20,000	
				65,000	90,000	34,500	189,500
72 08	Parks	Bjornson Park			35,000		
		Dragonfly Park				100,000	
		Walking Trails		80,000	100,000	40,000	
		Clubhouse	Community Park	150,000			
		Tennis Courts	Resurfacing	150,000			
		Mowers		15,000	15,000	15,000	

72 Sports
10 Complex

		395,000	150,000	155,000	700,000
Ice plant upgrade				20,000	
Roof Replacement	Flat Roof	200,000			
Repaint Exterior		100,000			
Repaint Interior		30,000			
Curling Rink Furniture	Replace tables /chairs	10,000			
Washroom Upgrade			50,000		
Curling Rink Flooring			20,000		
Curling Rink Carpet			20,000		
Dressing Room Flooring				95,000	
Curling Rink Lighting				75,000	
Olympia				125,000	
Sound System				25,000	
		340,000	90,000	340,000	770,000

