

**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING**

**Wednesday, July 23, 2008  
4:00 p.m.**

**Heritage Centre  
La Crete, Alberta**

**AGENDA**

|   |    |  | Page |
|---|----|--|------|
| <b>CALL TO ORDER:</b>                               | 1. | a) Call to Order   |      |
| <b>AGENDA:</b>                                      | 2. | a) Adoption of Agenda  |      |
| <b>ADOPTION OF THE<br/>PREVIOUS MINUTES:</b>        | 3. | a) Minutes of the July 10, 2008 Regular Council Meeting  | 7    |
| <b>BUSINESS ARISING<br/>OUT OF THE<br/>MINUTES:</b> | 4. | a) <i>County Boats</i><br>b) <i>La Crete Rodeo Sponsorship</i>   |      |
| <b>DELEGATIONS:</b>                                 | 5. | a)<br>b)   |      |
| <b>GENERAL<br/>REPORTS:</b>                         | 6. | a) Municipal Planning Commission Meeting Minutes – June 18, 2008<br>b)   | 23   |
| <b>PUBLIC HEARINGS:</b>                             | 7. | a) None  |      |
| <b>TENDERS:</b>                                     | 8. | a) Zama Access Road Base/Pave Phase II (1007177)<br>b) Heliport Road Base/Pave (1007162)<br>c) River Road (1008111) La Crete North |      |



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

9. a) None

**CORPORATE  
SERVICES:**

10. a) AUMA Draft Framework for a Provincial/Municipal Sustainability Partnership Agreement 45

b) AAMDC Centennial Book Draft Municipal Profile 71

c) **Council Workshop Location (ADDITION)**

d) **2009 FCM Annual Conference (ADDITION)**

e)

f)

**OPERATIONAL  
SERVICES:**

11. a) Fort Vermilion Sign Lighting 75

b) Zama Shop Rental 79

c) Public Works Shop (La Crete) 81

d) Gravel Pup Trailer 83

e) County Signs 85

f) *City Centre Airport Letter*

g)

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

12. a)

b)

c)

**INFORMATION /  
CORRESPONDENCE:**

13. a) Information/Correspondence Items 87

**IN CAMERA  
SESSION:**

14. a) Personnel

b) Special Projects



- c) Ambulance
- d) Senior's Lodge Study Request for Proposals
- e) Legal
- f) Request to Waive Tax Penalty
- g)
- h)

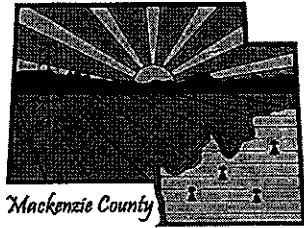
**NEXT MEETING  
DATE:**

- 15. a) Regular Council Meeting  
Tuesday, August 12, 2008  
10:00 a.m.  
Council Chambers, Fort Vermilion, AB

**ADJOURNMENT:**

- 16. a) Adjournment





## MACKENZIE COUNTY REQUEST FOR DECISION

|                      |   |
|----------------------|---|
| <b>Meeting:</b>      | <b>Regular Council Meeting</b>                              |
| <b>Meeting Date:</b> | <b>July 23, 2008</b>  |
| <b>Presented By:</b> | <b>William Kostiw, Chief Administrative Officer</b>         |
| <b>Title:</b>        | <b>Minutes of the July 10, 2008 Regular Council Meeting</b> |

### BACKGROUND / PROPOSAL:

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

### OPTIONS & BENEFITS:

### COSTS & SOURCE OF FUNDING:

### RECOMMENDED ACTION:

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

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





**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING**

**Thursday, July 10, 2008**

**10:00 a.m.**

**Council Chambers  
Fort Vermilion, AB**

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

**ABSENT:** Ray Toews Councillor  
Stuart Watson Councillor

**ADMINISTRATION:** William (Bill) Kostiw Chief Administrative Officer  
Ryan Becker Director of Planning & Emergency Services  
Mark Schonken Project Comptroller  
Dave Crichton Director of Operations (North)  
Peter Pynacker Finance Controller  
Carol Gabriel Executive Assistant

**ALSO PRESENT:** Susan McNeill, The Northern Pioneer

Minutes of the Regular Council meeting for Mackenzie County held on July 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 10:12 a.m.

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

**MOTION 08-07-478** **MOVED** by Councillor Braun

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

- 5. b) Delegation – Jake Doerksen – 1:00 p.m.
- 10. j) Advertising/Promotional Materials
- 12. f) County Boats

**CARRIED**

**ADOPTION OF THE  
PREVIOUS MINUTES:**

**3. a) Minutes of the June 25, 2008 Regular Council Meeting**

**MOTION 08-07-479**

**MOVED** by Councillor J. Driedger

That the minutes of the June 25, 2008 Regular Council meeting be adopted as presented.

**CARRIED**

**BUSINESS ARISING  
OUT OF THE MINUTES:**

**4. a) None**

**GENERAL REPORTS:**

**6. a) Municipal Planning Commission Meeting Minutes – June 5, 2008**

**MOTION 08-07-480**

**MOVED** by Deputy Reeve Sarapuk

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

**CARRIED**

**6. b) Parks and Recreation Committee Meeting Minutes – May 5, 2008**

**MOTION 08-07-481**

**MOVED** by Councillor Wardley

That the Parks and Recreation Committee meeting minutes of May 5, 2008 be received for information.

**CARRIED**

**PUBLIC HEARINGS:**

**7. a) None**

**TENDERS:**

**8. a) None**

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

**9. a) Council Committee Reports**

Councillor Neufeld reported on the Agriculture Service Board.

Councillor Froese reported on the Rural Matters Conference.

Councillor Braun reported on the Fort Vermilion ratepayers meeting, Parks & Recreation Committee meeting, La Crete Recreation Board meeting, La Crete Building Committee meeting, La Crete FCSS meeting, Finance Committee meetings, Incident Command System disaster training session, Municipal Planning Commission meetings, Mighty Peace Tourism annual general meeting, La Crete ratepayers meeting, geothermal tour, and the Rural Matters Conference.

Reeve Newman reported on the Fort Vermilion ratepayers meeting, Zama ratepayers meeting, health forum, ISL Engineering projects meeting, La Crete ratepayers meeting, and the Rural Matters Conference.

Deputy Reeve Sarapuk reported on the Fort Vermilion ratepayers meeting, health forum, and the REDI meeting.

Councillor J. Driedger reported on the Parks & Recreation Committee meeting, La Crete Building Committee, Incident Command System disaster training, health forum, La Crete ratepayers meeting, Vet Advisory Committee meeting, and the Rural Matters Conference.

Councillor Wardley reported on the ratepayer meetings, Zama Recreation Board meetings, and the first pavement in Zama placed on July 3<sup>rd</sup>.

Councillor D. Driedger reported on the Rural Matters Conference, and the Agriculture Land Task Force.

**MOTION 08-07-482**

**MOVED** by Councillor J. Driedger

That the council verbal reports be accepted as information.

**CARRIED**

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

Cpl. Dlin, Fort Vermilion RCMP, joined the meeting at 10:58 a.m. to provide an enforcement update to Council.

**MOTION 08-07-483**

**MOVED** by Councillor Wardley

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

**CARRIED**

Reeve Newman recessed the meeting at 11:07 a.m. and reconvened the meeting at 11:23 a.m.

**CORPORATE  
SERVICES:**

**10. a) La Crete Agricultural Society – Letter of Support**

**MOTION 08-07-484**

**MOVED** by Councillor Braun

That a letter of support be sent to the La Crete Agricultural Society for their grant funding application for the restoration of the La Crete Ferry located at the museum.

**CARRIED**

**10. b) Alberta Forest Products Association AGM & Conference**

**MOTION 08-07-485**

**MOVED** by Councillor Wardley

That two Councillors be authorized to attend the Alberta Forest Products Association AGM and Conference on September 24 – 26, 2008 in Jasper, Alberta.

**CARRIED**

**10. c) Fort Vermilion Park**

**MOTION 08-07-486**

**MOVED** by Councillor Neufeld

That the Fort Vermilion Park be referred to the County Parks & Recreation Committee for review and status for the implementation of an appropriate park.

**DEFEATED**

**MOTION 08-07-487**

**MOVED** by Deputy Reeve Sarapuk

That administration investigate the options of purchasing FORTVER Range 2 Riverlot 8 in the Hamlet of Fort Vermilion and bring back to Council.

**CARRIED**

**10. d) L & P Disposal Ltd. – Request for Fuel Surcharge**

**MOTION 08-07-488**

**MOVED** by Councillor Neufeld

That the 10.7% fuel surcharge be approved for the L & P Disposal Ltd. waste contract for the hauling and dumping components on a condition that if the fuel price drops below \$1.03 per litre (the "base price", or November, 2007 price), the fuel surcharge shall be removed from invoices and the original contract unit price be adjusted to reflect the drop in fuel pricing.

**CARRIED UNANIMOUSLY**

**10. e) GIS Municipal Utilities, Road Network, and Rural Addressing Project**

**MOTION 08-07-489**

Requires 2/3

**MOVED** by Deputy Reeve Sarapuk

That the GIS Municipal Utilities, Road Network and Rural Addressing 2008 project budget be amended to include an additional \$25,000 from the General Operating Reserve.

**CARRIED**

**10. f) La Crete Agricultural Society – Request to Forgive Taxes**

**MOTION 08-07-490**

**MOVED** by Councillor Braun

That the La Crete Agricultural Society's request to forgive their 2008 taxes be approved and that it be added to the annual list.

**CARRIED**

**10. g) Regional Partnership Initiative (REDI)**

**MOTION 08-07-491**

**MOVED** by Councillor J. Driedger

That the Regional Partnership Initiative be tabled for further information.

**CARRIED**

**10. h) October Council Meetings & Organizational Meeting**

**MOTION 08-07-492**

**MOVED** by Councillor Wardley

That the October 22, 2008 regular council meeting be changed to

October 29, 2008 and that the annual Organizational meeting be held on October 29, 2008 at 1:00 p.m. in the Fort Vermilion Council Chambers.

**CARRIED**

**10. i) Financial Update per June 30, 2008**

**MOTION 08-07-493**

**MOVED** by Councillor Wardley

That the June 2008 financial operating, capital and term deposit reports be accepted for information.

**CARRIED**

**10. j) Advertising/Promotional Materials**

**MOTION 08-07-494**

**MOVED** by Councillor Braun

That administration investigate the cost of creating a professional quality promotional package for the County.

**CARRIED UNANIMOUSLY**

**MOTION 08-07-495**

**MOVED** by Councillor Braun

That the County partner with the Mighty Peace Tourist Association in placing an advertisement in the Mile Post up to an estimated amount of \$2,000.00.

**CARRIED UNANIMOUSLY**

Reeve Newman recessed the meeting at 12:08 p.m. and reconvened the meeting at 12:47 p.m.

**DELEGATIONS:**

**5. a) ISL Engineering**

Deon Wilner, ISL Engineering, presented a projects update to Council.

**5. b) Jake Doerksen (ADDITION)**

**MOTION 08-07-496**  
Requires Unanimous

**MOVED** by Councillor Neufeld

That the unauthorized development fee be waived for the Cornerstone Church.

**DEFEATED**

**OPERATIONAL  
SERVICES:**

**11. a) Wolf Lake Road/AJA Friesen Road**

**MOTION 08-07-497**

**MOVED** by Councillor J. Driedger

That Mackenzie County reconstruct the AJA Friesen Road and transfer the funding from the Correction Line to AJA Friesen Road.

**CARRIED**

**11. b) County Spot Graveling**

**MOTION 08-07-498**

**MOVED** by Councillor Braun

That the County's spot gravelling be paid at the same unit price as the contract pits.

**CARRIED**

**11. c) Farm Access Road – SE 12-104-16-W5**

**MOTION 08-07-499**

**MOVED** by Councillor Neufeld

That Mackenzie County builds the farm access to SE 12-104-16-W5 by day labor process.

**CARRIED**

Reeve Newman recessed the meeting at 1:51 p.m. and reconvened the meeting at 2:04 p.m.

**11. d) Rubber Tire Backhoe**

**MOTION 08-07-500**

**MOVED** by Councillor J. Driedger

That the County purchase a backhoe for Zama instead of a truck and that the funding come from the Vehicle Replacement Reserve.

**CARRIED UNANIMOUSLY**

**MOTION 08-07-501**  
Requires 2/3

**MOVED** by Deputy Reeve Sarapuk

That the County purchase the CASE backhoe for Zama at a cost

of \$106,092.00, without the extended warranty, with funding from the Vehicle Replacement Reserve.

**CARRIED UNANIMOUSLY**

**11. e) High Level Golf Course Paving**

**MOTION 08-07-502**

**MOVED** by Councillor Braun

That the High Level Golf Course access paving be tabled.

**CARRIED**

**11. f) 2009 Resource Road Applications**

**MOTION 08-07-503**

**MOVED** by Deputy Reeve Sarapuk

That the 2009 Resource Road discussion be tabled to the in-camera portion.

**CARRIED**

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

**12. a) Development Permit 152-DP-08, Plan 2938RS, Block 3, Lot 2 (4805-50<sup>th</sup> St.) Direct Control 2 "DC2" (Fort Vermilion)**

**MOTION 08-07-504**

**MOVED** by Councillor Wardley

That Development Permit 152-DP-08 on Plan 2938RS, Block 3, Lot 2 (4805-50<sup>th</sup> St.) in the name of Wieler Farms Ltd. be approved with the following conditions:

1. The Developer must comply with all of Alberta Safety Codes regulations for a Commercial building.
2. Comply with applicable legislation under the Public Health Act and obtain the appropriate approvals prior to commencement of development. Contact the Health Inspector at (780) 926-7000.
3. The Developer must submit to Mackenzie County Approvals from Alberta Safety Codes and Alberta Health prior to opening for business.
4. Obtain all other approvals from other Government Agencies as required. (Agriculture, Environment, Housing and Consumer Affairs Division, Alberta Gaming and Liquor Commission, PTMMA, etc.)



5. The architecture, construction materials and appearance of building shall be to accepted standards and shall compliment the natural features and character of the site to the satisfaction of the Development Authority.
6. Provide adequate off street parking as follows: The minimum parking standards are 1 stall per 2 seats, but not exceeding 1 stall per 3 seats which in this case is 33 public parking stalls. *"One parking space, including the driveway area, shall occupy 27.87 square meters (300 square feet)."*
7. The Municipality has assigned the following address to the noted property 4805-50<sup>th</sup> Street. You are required to display the address (**4805**) to be clearly legible from 100<sup>th</sup> Street and be on a contrasting background. The minimum size of the characters shall be four inches in height.
8. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.

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

**CARRIED**

**12. b) Municipal Development Plan Update**

**MOTION 08-07-505**

Requires 2/3

**MOVED** by Councillor Braun

That the County enter into a contract with ISL Engineering to provide the Municipal Development Plan update as presented at a cost of \$158,762.00 with funding coming from grants and reserves.

**CARRIED UNANIMOUSLY**

**12. c) Zama Five Lots Subdivision on Aspen Drive**

**MOTION 08-07-506**

**MOVED** by Councillor Wardley

That the County issue a sealed tender for the sale of five lots (Part of SW 18-117-4-W6M) within the Hamlet of Zama with the reserve bid remaining at \$12,000.00 per lot, and that any lots remaining unsold following the tender process be advertised for sale.

**CARRIED**

**12. d) La Crete Rodeo Club**

**MOTION 08-07-507**  
Requires 2/3

**MOVED** by Councillor Braun

That the County sponsor the La Crete Rodeo Club as an out gate sponsor at a cost of \$1,500 with funding to come from the Grants to Other Organizations.

**CARRIED**

**12. e) Biodegradable Products**

**MOTION 08-07-508**

**MOVED** by Councillor Wardley

That administration prepare an amendment to the Anti-Littering Bylaw and that a separate bylaw for a ban on polystyrene products be brought to Council for first reading.

**CARRIED**

**MOTION 08-07-509**

**MOVED** by Councillor Wardley

That the County develop a policy that polystyrene products no longer be used or purchased by the County.

**CARRIED**

**12. f) County Boats (ADDITION)**

**MOTION 08-07-510**  
Requires Unanimous

**MOVED** by Councillor Wardley

That the County boats be received for information.

**CARRIED UNANIMOUSLY**

**INFORMATION/  
CORRESPONDENCE:**

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

**MOTION 08-07-511**

**MOVED** by Councillor Wardley

That a letter of support be sent to ATCO Electric for the High Level to Sulphur Point Transmission Line Project.

**CARRIED**

**MOTION 08-07-512**

**MOVED** by Councillor Froese

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

**CARRIED**

**IN CAMERA SESSION:**

**MOTION 08-07-513**

**MOVED** by Councillor J. Driedger

That Council move in-camera to discuss issues under the Freedom of Information and Protection of Privacy Regulations 18 (1) at 2:50 p.m.

- 14. a) Personnel
- 14. b) Special Projects
- 14. c) AUPE
- 14. d) Ambulance
- 14. f) Provincial Government
- 14. g) Wadlin Lake
- 11. f) Resource Roads ?

**CARRIED**

**MOTION 08-07-514**

**MOVED** by Councillor D. Driedger

That Council move out of camera at 4:06 p.m.

**CARRIED**

**14. a) Personnel**

**MOTION 08-07-515**

**MOVED** by Deputy Reeve Sarapuk

That the personnel update be received for information.

**CARRIED**

**14. c) AUPE**

**MOTION 08-07-516**

**MOVED** by Councillor J. Driedger

That the AUPE update be received for information.

**CARRIED**

**14. d) Ambulance**

**MOTION 08-07-517**

**MOVED** by Councillor D. Driedger

That a Request for Proposals be issued for ambulance services as presented for closing on August 12, 2008 at 1:00 p.m.

**CARRIED**

**14. e) Provincial Government**

**MOTION 08-07-518**

**MOVED** by Councillor Neufeld

That the provincial government update be received for information.

**CARRIED**

**14. f) Wadlin Lake**

**MOTION 08-07-519**

**MOVED** by Councillor Braun

That the Wadlin Lake update be received for information.

**CARRIED**

**14. g) Resource Roads**

**MOTION 08-07-520**

**MOVED** by Councillor Wardley

That the following roads be considered for the County's 2009 Resource Road Applications:

- Zama Access – 2 phases
- Highway 88 Connector
- Blue Hills Road

**CARRIED**

**MOTION 08-07-521**

**MOVED** by Councillor Braun

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

**CARRIED**

**NEXT MEETING DATE:**

**15. a) Regular Council Meeting**

Regular Council Meeting  
Wednesday, July 23, 2008  
4:00 p.m.

Heritage Centre, La Crete, AB

**ADJOURNMENT:**

**16. a) Adjournment**

**MOTION 08-07-522**

**MOVED** by Councillor J. Driedger

That the Regular Council meeting be adjourned at 4:09 p.m.

**CARRIED**

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

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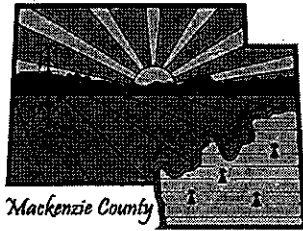
Greg Newman, Reeve

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Carol Gabriel, Executive Assistant

DRAFT





## MACKENZIE COUNTY REQUEST FOR DECISION

|                      |  |
|----------------------|--|
| <b>Meeting:</b>      | <b>Regular Council Meeting</b>   |
| <b>Meeting Date:</b> | <b>July 23, 2008</b>   |
| <b>Presented By:</b> | <b>William Kostiw, Chief Administrative Officer</b>                    |
| <b>Title:</b>        | <b>Municipal Planning Commission Meeting Minutes<br/>June 18, 2008</b> |

### BACKGROUND / PROPOSAL:

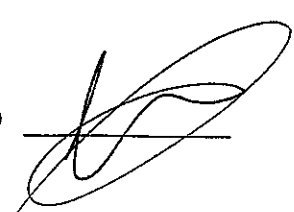
Information item. The adopted minutes of the June 18, 2008 meeting are attached.

### OPTIONS & BENEFITS:

### COSTS & SOURCE OF FUNDING:

### RECOMMENDED ACTION:

That the Municipal Planning Commission meeting minutes of June 18, 2008 be received for information.

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





**Mackenzie County  
Municipal Planning Commission Meeting**

**Council Chambers  
Fort Vermilion, Alberta**

**Wednesday, June 18, 2008 @ 6:00 p.m.**

**PRESENT**

|               |                                 |
|---------------|---------------------------------|
| Peter Braun   | Chair, Councillor               |
| Ed Froese     | Councillor                      |
| Manfred Gross | MPC Member                      |
| Beth Kappelar | MPC Member                      |
| Marion Krahn  | Development Officer             |
| Vicky Krahn   | Planning Administrative Support |
| Liane Lambert | Development Officer             |

**ABSENT**

|             |                          |
|-------------|--------------------------|
| Jack Eccles | Vice – Chair, MPC Member |
|-------------|--------------------------|

1. **CALL TO ORDER**

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

2. **ADOPTION OF AGENDA**

**MOTION 08-142** **MOVED** by Beth Kappelar

That the agenda be adopted with the following addition:

6b) Bylaw 673/08  
Plan 6076RS, Block 6, Lot 1; La Crete

**CARRIED**

3. **ADOPTION OF MINUTES**

**MOTION 08-143** **MOVED** by Ed Froese

That the minutes of the June 5, 2008 Municipal Planning Commission meeting be adopted as presented.

**CARRIED**

4. **DEVELOPMENT**

- a) **Development Permit Application 117-DP-08  
Conrad and Kim Herzog; Mobile Home and Porch with Variance  
Plan 882 1687, Block 13, Lot 2; Zama**

**MOTION 08-144**    **MOVED** by Beth Kappelar

That Development Permit 117-DP-08 on Plan 882 1687, Block 13, Lot 2 in the name of Conrad and Kim Herzog be approved with the following conditions:

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

1. **A variance is hereby given to allow a Mobile Home within a Hamlet Residential District 2 "HR2" zone.**
2. Minimum building setbacks: 25 feet (7.6 meters) front yard; 5 feet (2.2 meters) side and 8 feet (2.4 meters) rear yard from the property lines.
3. The architecture, construction materials and appearance of ancillary buildings and other structures shall compliment the natural features and character of the site to the satisfaction of the Development Officer.
4. The Mobile Home shall conform to the Alberta Building Code.
5. The Municipality has assigned the following address to the noted property **1090- Aspen Drive**. You are required to display the address (**1090**) to be clearly legible from the street and be on a contrasting background. The minimum size of the characters shall be four inches in height.
6. Provide adequate off street parking as follows: The minimum parking shall be 300 square feet per vehicle owned plus an additional 500 square feet for off street parking. *"One parking space, including the driveway area, shall occupy 300 square feet."*
7. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Road/Maintenance Department for Mackenzie County at 928-3983. Access to be constructed to Mackenzie County standards and at the developers expense.

8. The total site area (lot) shall have a positive surface drainage without adversely affect the neighbouring properties.

**CARRIED**

Note: Amend the Land Use Bylaw to allow mobile homes as a permitted use in the Hamlet Residential District 2 "HR2" zone.

- b) **Development Permit Application 137-DP-08**  
**John M. Friesen; Ancillary Building (Hobby Shop) and**  
**Retail Sales**  
**Part of NE 2-106-15-W5M; La Crete**

**MOTION 08-145**      **MOVED** by Manfred Gross

That Development Permit 137-DP-08 on Part of NE 2-106-15-W5M in the name of John M. Friesen be approved with the following conditions:

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

1. **This Ancillary Building (Hobby Shop) is for personal purposes only and no commercial activity is permitted in this building or district.**
2. Minimum building setbacks: 41.15 meters (135 feet) from any road allowances and 15.24 meters (50 feet) from any other property lines or as required by Alberta Transportation, **whichever is greater.**
3. Obtain written approval from Alberta Transportation regarding the proposed development prior to commencement of the development.
4. All conditions and requirements by Alberta Transportation are to be met to their specifications and standards.
5. The Ancillary Building (Hobby Shop) shall be constructed and finished with similar construction materials as the residence and shall compliment the natural features of the residence and site to the satisfaction of the Development Authority.

6. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Road/Maintenance Department for Mackenzie County at 928-3983. Access to be constructed to Mackenzie County standards at the developer's expense.
7. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.

**CARRIED**

- c) **Development Permit Application 140-DP-08**  
**Trent Daviduck; Dugout**  
**NW 3-110-18-W5M (Plan 032 0689, Block 2, Lot 2);**  
**High Level Rural**

**MOTION 08-146**      **MOVED** by Ed Froese

That Development Permit 140-DP-07 on Plan 032 0689, Block 2, Lot 2 (NW 3-110-18-W5M in the name of Trent Daviduck be approved with the following conditions:

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

1. Minimum building setbacks: 41.15 meters (135 feet) from any road allowances and 15.24 meters (50 feet) from any property line.
2. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.

**CARRIED**

**d) Development Permit Application 141-DP-08  
Melvin Leslie; 6 Foot Fence with Variance  
Plan 882 1687, Block 12, Lot 24; Zama**

**MOTION 08-147**    **MOVED** by Manfred Gross

That Development Permit 141-DP-08 on Plan 882 1687, Block 12, Lot 24 in the name of Melvin Leslie be approved with the following conditions:

1. **Approval of a fence with variance as noted in condition 2.**
2. Maximum height of fence: Five (5) feet front yard, Six (6) feet side yards, Six (6) feet rear yard.
3. No privacy slats shall be placed in the chain link fence on the front yard or the first twenty five (25) feet along the sides. Clear view through the chain link fence shall be maintained at all times.
4. The fence must not encroach onto adjacent properties.
5. No construction or development is allowed on a utility right-of-way.

**CARRIED**

**e) Development Permit Application 144-DP-08  
The Old Colony Church; Fence with Variance  
Part of NE 5-106-15-W5M; La Crete**

**MOTION 08-148**    **MOVED** by Beth Kappelar

That Development Permit 144-DP-08 on Part of NE 5-106-15-W5M in the name of The Old Colony Church be tabled until the matter of the north boundary has been clearly established and/or resolved.

**CARRIED**

- f) **Development Permit Application 145-DP-08  
Daniel Dyck (Fort Vermilion School Division) – Rocky Lane  
Public School; Renovations – Main Office Area  
S ½ 16-109-14-W5M (Plan 962 1175, Block 1, Lot 5);  
Rocky Lane**

**MOTION 08-149      MOVED** by Manfred Gross

That Development Permit 145-DP-08 on Plan 962 1175, Block 01, Lot 05 (S1/2 16-109-14-W5M) for Fort Vermilion Public School, in the name of Fort Vermilion School Division # 52 (Daniel Dyck), be approved for the Main Office renovations with the following condition.

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

1. **All construction shall be completed in accordance to Alberta Safety Code regulations.**

**CARRIED**

5. **SUBDIVISION**

- a) **Subdivision Application 20-SUB-07  
NE 27-105-14-W5M; Wilson Prairie Area  
Danny Driedger (Cornelius F. and Elizabeth Driedger)**

**MOTION 08-150      MOVED** by Ed Froese

That a time extension be granted for 20-SUB-07 on NE 27-105-14W5M in the name of Danny Driedger (Cornelius F. and Elizabeth Driedger) to expire May 24, 2009. Furthermore, that the matter of the proposed subdivision boundary expansion is tabled till a response from Alberta Municipal Affairs is received.

**CARRIED**

**b) Subdivision Application 28-SUB-07  
NE 33-105-14-W5M; Wilson Prairie  
Barlow Surveying Inc. (Paul H. and Pauline Driedger)**

**MOTION 08-151      MOVED** by Ed Froese

That a time extension be granted for 28-SUB-07 on NE 33-105-14-W5M in the name of Barlow Surveying Ltd. (Paul H. and Pauline Driedger) to expire October 30, 2009. No further time extensions for this subdivision will be granted.

**CARRIED**

**c) Subdivision Application 40-SUB-07  
Plan 1425TR, Block 6, Lot 17; La Crete  
David and Gertrude Martens**

**MOTION 08-152      MOVED** by Beth Kappelar

That no refund of the \$900 subdivision application fee of 40-SUB-07 in the name of David and Gertrude Martens be granted.

**CARRIED**

**d) Subdivision Application 09-SUB-08  
SE 17-106-14-W5M; La Crete Rural  
Henry J. Peters**

**MOTION 08-153      MOVED** by Manfred Gross

That subdivision application 09-SUB-08 in the name of Henry J. Peters on SE 17-106-14-W5M be approved with the following conditions:

1. This approval is for a single lot subdivision, 15.94 acres (6.45 hectares) in size.
2. Applicant/developer shall enter into a Developer's Agreement with the Mackenzie County which shall contain, but is not limited to:
  - a. Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.

- b. A road shall be constructed, within the road allowance, to the north property line of Plan 922 0327, Block 1, Lot 1 to Mackenzie County standards. Road specifications may be obtained by contacting the Roads/Public Works Department of Mackenzie County at 928-3983.
- c. Provision of access to the subdivision and the balance of the quarter in accordance with Mackenzie County and Alberta Transportation standards and at the developer's expense.
- d. All sewage disposals shall conform to the Alberta Private Sewage Treatment and Disposal Regulations. The existing pump out shall be moved to conform to current regulations and an approved Private Sewage Permit shall be submitted prior to registration.
- e. Provision of municipal reserve in the form of money in lieu of land. Specific amount is based on 10% of the subject land and on the current market value. The current market value for this property is \$3,077.00 per acre. Municipal reserve is charged at 10%, which is \$307.70 per subdivided acre. 15.94 acres times \$307.70 equals \$4,904.74.
- f. Provision of a storm water management plan.
- g. Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.
- h. Provision of utility right-of-way as required by Northern Lights Gas Co-op.
- i. Subdivision must meet ATCO Electric's conditions as follows:
  - i. Provision of utility right-of-way as required by ATCO Electric on both the new and existing titles, extending to an alignment 7.5 meters on either side of the power line center line.
  - ii. The existing and any future power line route will require maintenance of a cleared right-of-way to ground level and to a minimum width of 6.1 meters on either side of the line route. Therefore the owner should be aware of the potential for



brushing along the existing and possible future power line alignment.

- iii. The landowner/developer is cautioned not to plant trees which may subsequently grow into the power line right-of-way.
  - iv. Buildings or equipment should not be located within 5.0 meters of the power line.
- j. Subdivision must meet the Alberta Transportation's conditions as follows:
- i. Dedication of a 30 meter wide service road right-of-way by caveat agreement across the highway frontage of the proposed parcel at no cost to the department. In this instance Alberta Transportation is willing to accept the service road dedication by caveat.
  - ii. The existing direct highway access to the proposed parcel may remain on a temporary basis to provide residential access only to the proposed parcel. No compensation shall be payable to the applicant or his assigns or successors when the department removes or relocates the temporary access or if highway access is removed and access provided via service road.
  - iii. Access to the remnant lands must be obtained solely from the local road system.

**CARRIED**

- e) **Subdivision Application 11-SUB-08  
SW 12-106-16-W5M; La Crete Rural  
George Fehr (Susan Fehr)**

**MOTION 08-154**    **MOVED** by Beth Kappelar

That subdivision application 11-SUB-08 in the name of George Fehr, Agent (Susan Fehr, Landowner) on SW 12-106-16-W5M be approved with the following conditions:

1. This approval is for a 10 lot subdivision, 45.28 acres (18.32 hectares) in size.
2. Applicant/developer shall enter into a Developer's Agreement with the Mackenzie County which shall contain, but is not limited to:
  - a) Negotiations for easements as required by the utility companies. The developer shall be responsible for any line relocation costs that occur as a result of this development. All utility lanes must be accessible.
  - b) Any outstanding property taxes are to be paid on the land proposed to be subdivided or arrangements made which are satisfactory to the municipality.
  - c) Provision of utilities (power, gas, telephone, etc.). Such utilities to be provided in a location and to a standard to be approved by the appropriate utility company and the Municipality;
  - d) Provision of municipal servicing (water and sewer) to each lot at such time as the Municipal services become available to the subdivision.
  - e) Provision of offsite levies as required by the County.
  - f) Provision of municipal infrastructure (roads, drainage, landscaping) to municipal standards.
  - g) Construction of roads, all that portion of internal subdivision road as planned for Phase 1 and Phase 2, to provide two points of entry and exit.
  - h) All accesses to the proposed lots shall be constructed off of the internal subdivision road. No accesses are allowed to be constructed off of Golf Course Road.
  - i) The developer shall provide the municipality with a site drainage and surface water management plan that outlines the following:
    - i) Drainage of internal road system,
    - ii) Erosion prevention systems, if required

iii) Direction of site drainage

- j) The developer shall provide the municipality with engineered road plans, storm water management plans and utility plans for review and approval prior to the registration of the subdivision.
- k) Engineered sign package;
- l) All areas of the subdivision not developed by walkways, driveway or parking aprons shall be grassed and landscaped for prevention of erosion, to the satisfaction of the Development Authority.
- m) Provision of municipal reserve in the form of money in lieu of land. Specific amount is based on 10% of the subject land and on the current market value. The current market assessed value for this property is \$3,456.71 per acre. Municipal reserve is charged at 10%, which is \$345.61 per subdivided acre. 45.28 acres times \$345.61 equals \$15,649.22.
- n) Security, in the form of an irrevocable letter of credit or certified cheque, in the amount of 15% of infrastructure construction cost must be submitted to the County prior to installation and construction of any permanent infrastructure;
- o) A report certified by a professional engineer, professional geologist or professional geophysicist, as defined in the Engineering, Geological and Geophysical Professions Act in accordance with section 23(3)(a) of the Water Act (attached), including the availability and adequacy of a water supply, if required.
- p) Provision of sewage disposal for each lot shall conform to the Alberta Private Sewage Treatment and Disposal Regulations.
- q) An assessment, prepared by a qualified person, of surface or subsurface characteristics of the land that is to be subdivided including susceptibility to potential for any flooding, slumping or subsidence or erosion of the land, the depth of the water table and suitability for any proposed on site sewage disposal system.

- r) A report, prepared by a qualified person, respecting the intended method of providing sewage disposal facilities to each lot in the proposed subdivision, including the suitability and viability of that method.
- s) Subdivision must meet ATCO Electric's conditions as follows:
  - v. Provision of utility right-of-way as required by ATCO Electric on both the new and existing titles, extending to an alignment 7.5 meters on either side of the power line center line.
  - vi. The existing and any future power line route will require maintenance of a cleared right-of-way to ground level and to a minimum width of 6.1 meters on either side of the line route. Therefore the owner should be aware of the potential for brushing along the existing and possible future power line alignment.
  - vii. The landowner/developer is cautioned not to plant trees which may subsequently grow into the power line right-of-way.
  - viii. Buildings or equipment should not be located within 5.0 meters of the power line.

**CARRIED**

- f) **Subdivision Application 12-SUB-08  
SE 18-106-14-W5M; La Crete Rural  
Ernie Peters (Abraham B. and Sarah Schmidt)**

**MOTION 08-155      MOVED** by Ed Froese

That subdivision application 12-SUB-08 in the name of Ernie Peters, Agent (Abraham B. and Sarah Schmidt, Landowner) on SE 18-106-14-W5M be approved with the following conditions:

1. This approval is for a single lot subdivision, being the existing yard site located within the southeast corner of the

quarter section, including the tree line located directly west of the yard site.

2. Applicant/developer shall enter into a Developer's Agreement with the Mackenzie County which shall contain, but is not limited to:
  - k. Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
  - l. Provision of access to the subdivision and the balance of the quarter in accordance with Alberta Transportation and Mackenzie County standards at the developer's expense.
  - m. All sewage disposals shall conform to the Alberta Private Sewage Treatment and Disposal Regulations. An approved private sewage permit for the outdoor privy is required or the outdoor privy removed prior to the registration of the subdivision.
  - n. Dedication of the most easterly 5.18 meters of the proposed subdivision for future road widening.
  - o. Provision of municipal reserve in the form of money in lieu of land. Specific amount is based on 10% of the subject land and on the current assessed value. The current municipal assessed value for this property is \$3,077.00 per acre. Municipal reserve is charged at 10%, which is \$307.70 per subdivided acre.
  - p. Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.
  - q. Provision of a storm water management plan.
  - r. Provision of utility right-of-way as required by Northern Lights Gas Co-op.
  - s. Subdivision must meet ATCO Electric's conditions as follows:
    - ix. Provision of utility right-of-way as required by ATCO Electric on both the new and existing titles, extending to an alignment 7.5 meters on either side of the power line center line.

- x. The existing and any future power line route will require maintenance of a cleared right-of-way to ground level and to a minimum width of 6.1 meters on either side of the line route. Therefore the owner should be aware of the potential for brushing along the existing and possible future power line alignment.
  - xi. The landowner/developer is cautioned not to plant trees which may subsequently grow into the power line right-of-way.
  - xii. Buildings or equipment should not be located within 5.0 meters of the power line.
- t. Subdivision must meet Alberta Transportation's conditions as follows:
- I. The existing accesses off of Highway 697 are required to be removed. Alberta Transportation is prepared to undertake the work of removal of the accesses at no cost to the developer. The landowners and the developer are required to sign and return a letter of release for the access removal. The department is also prepared to consider proposals for other means to effect the removal of the direct highway accesses including plans for service road should that be preferable to the developer.
  - II. All physical access to the subdivision and the balance of the quarter section shall be constructed off of Range Road 14-5.

**CARRIED**

**g) Subdivision Application 13-SUB-08  
NW 19-104-14-W5M; Buffalo Head Prairie  
Jacob and Eva Klassen (Isaak F. Klassen)**

**MOTION 08-156      MOVED by Ed Froese**

That subdivision application 13-SUB-08 in the name of Jacob and Eva Klassen, Agents (Isaak F. Klassen, Landowner) on NW 19-104-14-W5M be approved with the following conditions:

1. This approval is for a single lot subdivision, 9.96 acres (4.03 hectares) in size.
2. Applicant/developer shall enter into a Developer's Agreement with the Mackenzie County which shall contain, but is not limited to:
  - a. Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
  - b. Provision of access to the subdivision and the balance of the quarter in accordance with Mackenzie County standards at the developer's expense.
  - c. All sewage disposals shall conform to the Alberta Private Sewage Treatment and Disposal Regulations. An approved private sewage permit for the outdoor privy is required or the outdoor privy removed prior to the registration of the subdivision.
  - d. Dedication of the most northerly 5.18 meters of the proposed subdivision for future road widening.
  - e. Provision of a storm water management plan.
  - f. Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.
  - g. Provision of utility right-of-way as required by Northern Lights Gas Co-op.
  - h. Subdivision must meet ATCO Electric's conditions as follows:
    - i. Provision of utility right-of-way as required by ATCO Electric on both the new and existing

titles, extending to alignment 7.5 meters on either side of the power line center line.

- ii. The existing and any future power line route will require maintenance of a cleared right-of-way to ground level and to a minimum width of 6.1 meters on either side of the line route. Therefore the owner should be aware of the potential for brushing along the existing and possible future power line alignment.
- iii. The landowner/developer is cautioned not to plant trees which may subsequently grow into the power line right-of-way.
- iv. Buildings or equipment should not be located within 5.0 meters of the power line.

**CARRIED**

**h) Subdivision Application 15-SUB-08  
SW 18-107-13-W5M; Blumenort  
Cornelius Froese**

**MOTION 08-157**    **MOVED** by Beth Kappelar

That subdivision application 15-SUB-08 in the name of Cornelius and Anna Froese on SW 18-107-13-W5M be accepted with the following conditions.

1. This approval is for a single lot subdivision, 5.92 acres (2.39 hectares) in size.
2. Any outstanding property taxes are to be paid on the land proposed to be subdivided or arrangements made which are satisfactory to the municipality.
3. Applicant/developer shall enter into a Developer's Agreement with Mackenzie County which shall contain, but is not limited to:
  - a. Provision of access to the subdivision and to the balance of the quarter in accordance with



Mackenzie County standards and at the developer's expense.

- b. Provision of municipal reserve in the form of money in lieu of land. Specific amount is based on 10% of the subject land and based on the current market value. The current market value for this property is \$3,634.88 per acre. Municipal reserve is charged at 10%, which is \$363.48 per subdivided acre. 5.92 acres times \$363.48 equals \$2,115.45.
- c. Provision of a storm water management plan.
- d. All sewage disposals shall conform to the Alberta Private Sewage Treatment and Disposal Regulations.
- e. Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
- f. Provision of utility right-of-way as required by ATCO Electric and Northern Light Gas.
- g. Subdivision must meet ATCO Electric's conditions as follows:
  - i. Any existing power line easements and/or utility right of ways must remain in place.
  - ii. No driveways or approaches may be installed under the power line without first obtaining a Crossing Agreement from ATCO Electric.
  - iii. Costs associated with changes required to correct any line clearance problems as a result of the development shall be borne by the developer.
  - iv. Any costs incurred for the relocation or repair of the existing electrical facilities will be the responsibility of the developer.

- v. No work shall proceed under the power line without written permission from ATCO Electric.
- vi. There must be 9 meters clearance from all building, trees, and materials to the power line. The existing and any future power line route will require maintenance of a cleared right-of-way to ground level and to a minimum width of 7.0 meters on either side of the line route. The owner should be aware of the potential for brushing along the existing and possible future power line alignment.

**CARRIED**

**6. MISCELLANEOUS ITEMS**

**a) Action List**

The Action List of June 5, 2008 was reviewed.

**b) Bylaw 673/08  
Plan 6076RS, Block 6, Lot 1; La Crete**

Councillor Peter Braun stated he had received concerns from numerous ratepayers that the letters sent to adjacent landowners for rezoning bylaws are not clear enough. It does not define what type of use is permitted on the property nor does it indicate the proposed construction project.

The Municipal Planning Commission and Planning Staff discussed how they could clarify the adjacent landowner letters for rezoning bylaws in order to give the recipient a better understanding of what is proposed in their neighbourhood.

The letter needs to provide more detail and be specific; clearly defining what type of use will be allowed in the proposed zoning district and indicate what the landowner is proposing to develop on the property.

**MOTION 08-158      MOVED by Beth Kappelar**

That Bylaw rezoning letters to adjacent landowners be more specific and provide clearer detail as to what type of use will be

allowed in the proposed zoning district as well as indicate the proposed development.

**CARRIED**

**7. IN CAMERA**

There were no In Camera items to discuss.

**8. NEXT MEETING DATES**

Municipal Planning Commission meeting dates are scheduled as follows:

- ❖ Friday, July 11, 2008 at 9:00 a.m. in La Crete
- ❖ Thursday, July 24, 2008 at 6:00 p.m. in Fort Vermilion

**9. ADJOURNMENT**

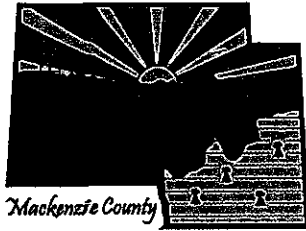
**MOTION 08-159** **MOVED** by Manfred Gross

That the Municipal Planning Commission meeting be adjourned at 7:38 p.m.

**CARRIED**

These minutes were adopted this 11<sup>th</sup> day of July 2008.





## MACKENZIE COUNTY REQUEST FOR DECISION

|                      |  |
|----------------------|--|
| <b>Meeting:</b>      | Regular Council Meeting                                    |
| <b>Meeting Date:</b> | July 23, 2008  |
| <b>Presented By:</b> | William Kostiw, Chief Administrative Officer               |
| <b>Title:</b>        | Tender for Zama Access Road Base / Pave Phase II (1007177) |

### BACKGROUND / PROPOSAL:

The county has tendered the work for the project "Zama Access Road Base / Pave Phase II" (1007177).

### OPTIONS & BENEFITS:

### COSTS & SOURCE OF FUNDING:

The project was approved in the Capital Budget for 2008<sup>1</sup>, with estimated costs of \$3,000,000. Funding to come from a \$1.5 mln grant from Alberta Transportation, and the remainder \$1.5 mln to come from the County's Roads Reserve.

### RECOMMENDED ACTION:

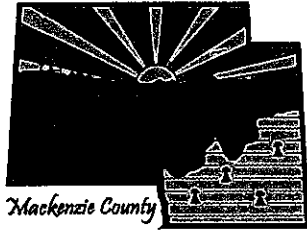
To award the project to the lowest qualifying bidder, subject to review by the CAO and the County's engineer.

Funding: \$1.5 mln from a grant from Alberta Transportation, and the balance from the Roads Reserve.

<sup>1</sup> Project code 6-32-30-34-xxx.

Author: Peter Rynacker Review Date: July 17, 2008 CAO





**MACKENZIE COUNTY  
REQUEST FOR DECISION**

|                      |   |
|----------------------|---|
| <b>Meeting:</b>      | <b>Regular Council Meeting</b>                        |
| <b>Meeting Date:</b> | <b>July 23, 2008</b>                                  |
| <b>Presented By:</b> | <b>William Kostiw, Chief Administrative Officer</b>   |
| <b>Title:</b>        | <b>Tender for Heliport Road Base / Pave (1007162)</b> |

**BACKGROUND / PROPOSAL:**

The county has tendered the work for the project "Heliport Road Base / Pave" (1007162).

**OPTIONS & BENEFITS:**

**COSTS & SOURCE OF FUNDING:**

The project was approved in the Capital Budget for 2008<sup>1</sup>, with estimated costs of \$330,000. Funding to come from the County's Roads Reserve.

The costs for this project are expected to higher. The estimate is \$750,000. The higher costs could be funded by transferring up to \$375,000 of funds from the capital project "Husky"<sup>2</sup> to the Heliport Project.

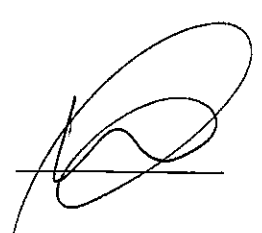
**RECOMMENDED ACTION:**

To award the project to the lowest qualifying bidder, subject to review by the CAO and the County's engineer.

Funding: \$330,000 already budgeted for this project, and to transfer up to \$375,000 from the Husky capital project, and the balance - if any - to cover from the Roads Reserve.

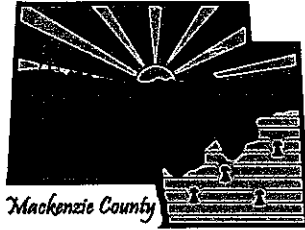
<sup>1</sup> Project code 6-32-30-57-xxx.

<sup>2</sup> Project code 6-32-30-32-xxx.

Author: Peter Pynacker Review Date: July 17, 2008 CAO 







## MACKENZIE COUNTY REQUEST FOR DECISION

|                      |   |
|----------------------|---|
| <b>Meeting:</b>      | <b>Regular Council Meeting</b>                        |
| <b>Meeting Date:</b> | <b>July 23, 2008</b>                                  |
| <b>Presented By:</b> | <b>William Kostiw, Chief Administrative Officer</b>   |
| <b>Title:</b>        | <b>Tender for River Road La Crete North (1008111)</b> |

### BACKGROUND / PROPOSAL:

The county has tendered the work for the project "River Road La Crete North" (1008111).

### OPTIONS & BENEFITS:

### COSTS & SOURCE OF FUNDING:

The project was approved in the Capital Budget for 2008<sup>1</sup>, with estimated costs of \$600,000. Funding to come from an MSI grant..

### RECOMMENDED ACTION:

To award the project to the lowest qualifying bidder, subject to review by the CAO and the County's engineer.

Funding: \$600,000 from the MSI grant, and the balance - if any - to cover from the Roads Reserve.

<sup>1</sup> Project code 6-32-30-67-xxx.

Author: Peter Tynacker Review Date: July 17, 2008 CAO 



**Unofficial Tender Results**

**EXH Engineering Services  
A MEMBER OF GENIVAR**

**Project: Zama Access Road Phase II**

**Contract No: 1007177**

**Contractor**

Ruel Bros Contracting. A Division of E. Construction

**Knelsen Sand & Gravel Ltd**

**Amount Bid**

\$4,174, 850.00

**\$2, 948,850.00**

**Project: River Road Grading**

**Contract No: 1008111**

**Contractor**

**Pine Ridge Logging**

Forest Trotter Contracting

**Amount Bid**

**\$408,500.00**

\$524, 500.00

**Project: Heliport Road Base Pave**

**Contract No: 1007162**

**Contractor**

Ruel Bros Contracting. A Division of E. Construction

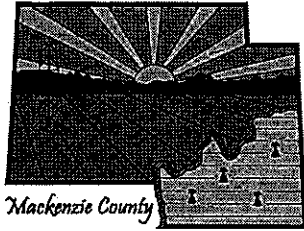
**Knelsen Sand & Gravel Ltd**

**Amount Bid**

\$1,521,950.00

**\$959,200.00**





## MACKENZIE COUNTY REQUEST FOR DECISION

|                      |   |
|----------------------|---|
| <b>Meeting:</b>      | <b>Regular Council Meeting</b>  |
| <b>Meeting Date:</b> | <b>July 23, 2008</b>  |
| <b>Presented By:</b> | <b>William Kostiw, Chief Administrative Officer</b>   |
| <b>Title:</b>        | <b>AUMA Draft Framework for a Provincial/Municipal Sustainability Partnership Agreement</b> |

### BACKGROUND / PROPOSAL:

See attached Draft Framework for a Provincial/Municipal Sustainability Partnership Agreement prepared by the Alberta Urban Municipalities Association.

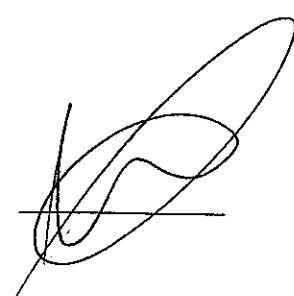
The deadline to provide comments to this document is **Friday, August 8, 2008**.

### OPTIONS & BENEFITS:

### COSTS & SOURCE OF FUNDING:

### RECOMMENDED ACTION:

For review and discussion.

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



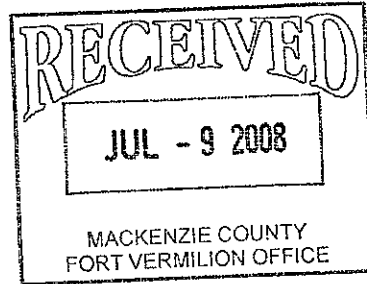


## ALBERTA URBAN MUNICIPALITIES ASSOCIATION

10507 Saskatchewan Drive NW, Edmonton, AB T6E 4S1  
Toll Free: 310-AUMA (2862) • Toll Free: 1-800-661-2862  
Main: (780) 433-4431 • Fax: (780) 433-4454  
e-mail: main@auma.ca • www.auma.ca

July 4, 2008

Attn: Mayor and Council Members  
MD of MacKenzie No. 23  
Box 640  
Fort Vermillion, AB T0H 1N0



Dear Mayor and Council Members:

We have an unprecedented opportunity to stimulate a significant evolution in the way Alberta's municipal governments do business with the Provincial Government for the benefit of all Albertans. Now is the time to enter into a new partnership that defines the future working relationship between the Provincial Government and municipal governments.

You gave the Board of Directors the mandate to "Establish a formal Provincial-Municipal Agreement that includes a permanent transfer mechanism and a partnership/engagement mechanism" at the 2007 AUMA Convention. Through the dedicated efforts of an Administrative Working Group, the Board has responded with a Draft Framework for a new Provincial/Municipal Sustainability Partnership Agreement for your review prior to its presentation at the AUMA Convention in October 2008.

This Draft Framework proposes a new way that the two Parties can and should work closely in partnership to ensure Provincial and community sustainability into the future for the benefit of all citizens. Alberta led the way in creating empowering legislation for municipalities and this has fared well. It is now time to take the next step towards a true partnership focused on the Province and municipalities planning and working together to ensure Alberta is a prosperous, safe, environmentally sound, culturally vigorous, socially vibrant and caring place that is governed with vision, cooperation and accountability.

The Draft Framework proposes a two step process. First is to sign a Framework Agreement that would commit the Provincial Government and municipal governments to engage and negotiate the second step, being the Partnership Agreement that would address all the critical issues identified in the Draft Framework.

Fundamental to the Draft Framework and future Partnership Agreement is a change from continued conditional funding with its laborious application and reporting requirements, to an objective-based, permanent transfer mechanism tied to the economy of the Province. Accountability and reporting would be against published sustainability plans, and would identify the achieved outcomes of provincial, municipal and citizen objectives. The Provincial and municipal governments will be partners in this process.

.../2

*Mayor and Council  
MD of MacKenzie No. 23  
July 4, 2008  
Page 2*

Please review the Draft Framework carefully and provide your comments within the defined time frame. Your input is crucial to the success of this process and to the message of evolving a new partnership that the AUMA membership will give to the Provincial Government at this year's Convention.

Sincerely,

A handwritten signature in black ink, appearing to read "R. Lloyd Bertschi". The signature is fluid and cursive, with a large initial "R" and "L".

R. Lloyd Bertschi  
AUMA President

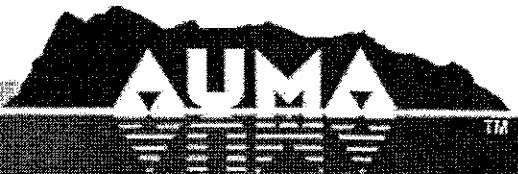
Enclosure





# Draft Framework for a Provincial / Municipal Sustainability Partnership Agreement

Draft for Review July 2, 2008



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# Draft Framework Agreement

THE PROVINCIAL GOVERNMENT OF ALBERTA AND THE MUNICIPALITIES OF ALBERTA  
AGREE THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2008

**WHEREAS**, the Provincial Government of Alberta and the municipalities of Alberta both provide services for the benefit and wellness of the citizens of Alberta;

**AND WHEREAS**, the Parties recognize that by working closer together they can improve the well being of the citizens of Alberta and the quality of services to them;

**AND WHEREAS**, the Parties recognize that respecting each other's responsibilities and authorities is necessary for long-term success;

**AND WHEREAS**, the Parties recognize that by identifying and working toward shared objectives, mutual success is attainable;

**AND WHEREAS**, the complexity in the municipal sector has grown significantly with demands of citizens, growth of the economy, growing complexity and number of programs, grants and processes;

**AND WHEREAS**, the complexity in the Provincial sector has also grown significantly, making achievement of provincial objectives very challenging without the support of partners;

**AND WHEREAS**, there is a mutual opportunity for clearer accountability and sustainability;

**NOW THEREFORE THE PROVINCIAL GOVERNMENT OF ALBERTA AND THE MUNICIPALITIES OF ALBERTA AGREE, as follows:**

1. The attached framework is confirmed as the basis for engagement and negotiation of a comprehensive Provincial/Municipal Sustainability Partnership Agreement (Agreement) to establish a new relationship for the benefit of the citizens of Alberta.
2. It is acknowledged that the achievement of a comprehensive partnership Agreement will require significant and committed efforts. A significant change requires time and all components of the Agreement will not be accomplished at once. Defined milestones for achieving all components of the Agreement are necessary. Negotiators will focus their initial efforts on developing the general rules and



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Draft 7/2/2008

Send Comments to AUMA – [jmcgowan@auma.ca](mailto:jmcgowan@auma.ca)  
Please provide comments by Friday, August 8, 2008

provisions required to address the critical components of the Agreement that will enable the parties to meet their individual and mutual interests, and in defining milestones for timely transition for full implementation.

3. Officials will report on progress in June of each year.

IN WITNESS WHEREOF this Agreement has been executed by the Provincial Government of Alberta and the municipalities of Alberta.

Signed at Edmonton, Alberta, this \_\_\_ day of \_\_\_\_\_ 200\_\_

\_\_\_\_\_  
The Honourable Ed Stelmach  
Premier  
Government of Alberta

\_\_\_\_\_  
R. Lloyd Bertschi  
President  
Alberta Urban Municipalities Association  
Authorized by all municipalities



# Draft Framework for a Provincial / Municipal Sustainability Partnership

## Introduction:

The Provincial Government of Alberta and the municipalities of Alberta (the Parties) have agreed to establish a comprehensive Provincial/Municipal Sustainability Partnership Agreement (Agreement), in keeping with the rights of the Parties to enter into agreements. This framework outlines Purpose, Principles and Process Considerations including Negotiation fundamentals. Several important issues are outlined in the Appendices. These issues are critical to the discussions and negotiations of a successful Agreement and must be considered.

Both Parties have the best interests of Albertans front of mind when they are planning their strategies and carrying out their many and varied programs and services. They are concerned for the long term sustainability of the Province and its communities to ensure Alberta remains the home of choice of its citizens, businesses and industry, and continues to attract the best and brightest for future sustainability.

This is a challenging goal for each Party and requires a balance of the five dimensions of sustainability—economic, social, environmental, cultural and governance. This draft framework proposes a new way that the two Parties can and should work closely in partnership to ensure Provincial and community sustainability into the future for the benefit of all citizens. Alberta led the way in creating empowering legislation for municipalities and this has fared well. It is now time to take the next step towards a true partnership focused on the Province and municipalities planning and working together to ensure Alberta is a prosperous, safe, environmentally sound, culturally vigorous, socially vibrant and caring place that is governed with vision, cooperation and accountability.



## Purpose:

The purpose of the Agreement is to facilitate the evolution of a new relationship between the Provincial Government of Alberta and Alberta's municipal order of government based on the five dimensions of sustainability—economic, social, environmental, cultural and governance - where the Parties work effectively together to:

- Build strong communities with high quality of service and high quality of life
- Establish a permanent, objective-based sustainable transfer mechanism
- Set short and long-term measurable objectives, individually and mutually, to achieve the goals of sustainability
- Mandate outcomes in areas of performance
- Demonstrate their accountability to deliver on their responsibilities and agreed-to outcomes individually and mutually
- Demonstrate value for money to Albertans

A true partnership will be structured to ensure the interests of each party and the interests of the citizens of Alberta can and will be met through the disciplined implementation of all components of the Agreement. This will be supported by a good positive working relationship, continuous demonstration of trust, and clear communication of results to all parties.

A partnership requires strong leadership. This partnership needs the sustained leadership of the Premier of Alberta and the President of the Alberta Urban Municipalities Association, each with the full support of their colleagues and membership.

## Principles of Partnership:

1. **A partnership must be based on sound foundation behaviours.** These behaviours must be present prior to, during and post Agreement signing. These foundation behaviours are:

- **Open communication** – willingness to share ideas and ideals, explore individual and mutual interests, without prejudice or presumption
- **Transparency** – ensure that all measures covered by the Agreement are made readily accessible
- **Trust** – build and earn mutual trust by adhering to the principles, the Agreement, demonstrating mutual respect and understanding, and seeking continued improvement for mutual benefit



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Please provide comments by Friday, August 8, 2008

**2. There must be consensus on the components of the new partnership Agreement.**

Recommended components include:

- Provincial objectives set by the Provincial Government of Alberta
  - Clear and understandable objectives that municipalities will help achieve
- Community objectives set by municipalities through sustainability planning
- Shared objectives in program/policy areas
- Clarity of expectations of the Parties
- Permanent objective-based transfer allocation
  - Recognizes the province's economic performance and realities
  - Updated annually
- Partnership engagement mechanism
  - Transition with defined milestones
  - Change process
  - Effective and efficient dispute resolution
- Process to consider a new system of local governance in Alberta, taking into account:
  - Capacity, sustainability, democracy, local/neighbourhood leadership for specific tasks, community wellness
- Process for multi-jurisdictional planning for municipalities
- Process for provincial-municipal planning
- Accountability of the Parties to demonstrate value for the taxpayers' money - measuring success and reporting to Albertans

**3. Application of the components of the Agreement needs to recognize the differences in size, capacity, and complexity of municipalities.**

- This should be considered relative to sustainability planning and reporting.
- Some municipalities may need more assistance than others to fully participate in all aspects of the Agreement.
- These differences are not conditions of municipal sustainability, but realities of municipal structure in Alberta.

**4. There must be strong commitment and leadership from both Parties for the long-term, and readiness to solve together the challenges of evolving to a new reality.**

- Partners must be committed to maintaining the foundation behaviours throughout the partnership.



- The leaders must maintain a strong presence and vision for the success of the partnership.
- The leaders must be consistently accountable for managing the new partnership for success.
- A process of leadership accountability should be established including reporting on partnership strengths, weaknesses, successes, and changes to achieve continuous improvement.

#### **5. Engagement is more than consultation.**

- Partners must be committed to true engagement during and after Agreement negotiations.
- Engagement includes a commitment to:
  - i. respect each other's issues and interests
  - ii. problem solve
  - iii. find solutions
  - iv. communicate openly

### **Process Considerations:**

#### **1. Agreement Engagement and Negotiations**

##### **Engagement and negotiations will proceed on the basis of:**

- Demonstrating the foundation behaviours,
- Mutual understanding and the desire to meet each parties interests,
- Greater success will be achieved by the Parties by understanding and focusing on mutual interests,
- Disputes will be resolved by the parties in an effective, inexpensive and timely manner

#### **2. Process for securing authority of municipalities**

- AUMA Board will take the draft Framework and draft Agreement to the membership for approval.
- Member municipalities will be asked to sign an agreement authorizing the President to sign on their behalf
- Substantial support of municipal governments in Alberta, in addition to approval of the City of Edmonton and the City of Calgary is required





- With substantial support of the members, the President can sign the Framework Agreement
- The process for approving the signing of the Provincial/Municipal Sustainability Partnership Agreement will be determined by the Parties after signing the Framework Agreement.

### **3. Time frames for concluding the Agreement**

- The Parties will set time frames for officials to report progress on negotiations.
- Progress reports will be submitted in June of each year.
- Once the Agreement is signed, officials of both Parties will report on successes and any issues in June of each year.



## Appendices

Appendix 1 addresses the eleven recommendations in the Municipal Sustainability Initiative Analysis and Recommendations paper adopted by the AUMA Convention, November 30, 2007. Each of these contains critical issues that must be addressed during Agreement negotiations. While these do not represent an exhaustive explanation of the issues, they do provide a comprehensive listing of major issues that the Provincial Government of Alberta and Alberta municipal governments must discuss and resolve to ensure the partnership Agreement will be successful for both Parties and Alberta citizens into the future. As other issues are identified and described, they too should be adequately addressed during Agreement negotiations.

In addition, Appendix 2 identifies those issues contained in the eleven recommendations that will be resolved when the Agreement as envisioned in this Framework comes into force.



## Recommendations from Municipal Sustainability Initiative Analysis and Recommendations paper adopted by the AUMA Convention, November 30, 2007

### 1. Recommendation 1

*“Establish a formal Provincial-Municipal agreement that includes a permanent transfer mechanism and a partnership/engagement mechanism”*

#### Critical Issues:

- a. Establish foundation behaviours to guide the partnership.
- b. Establish components of the Agreement (see Principle 2).
- c. Identify the interests of the Parties and why they are important.
- d. Identify mutual interests and why they are important.
  - i. Achieving Provincial, municipal and mutual objectives.
- e. Identify the benefits in terms of value to the citizens of Alberta – economic, social, environmental, cultural and governance.
- f. Identify barriers to success and plan to mutually overcome them.
- g. Identify the partnership engagement mechanism.
  - i. How the Agreement will be implemented, transitioned and maintained; and
  - ii. How both Parties are involved in change decisions.
- h. Identify the mechanism for a permanent objective-based transfer of a share of provincial revenues, subject to the economic realities of the Province.
  - i. Both Parties have mechanisms to raise revenue;
  - ii. Both Parties will work together when resources are scarce;
  - iii. Both Parties are accountable to taxpayers for revenue collected, and must demonstrate value; and
  - iv. Both parties must demonstrate accountability for transfers received including any grants in addition to the permanent objective-based transfer, and for education taxes collected.
- i. A “conditional funding program” produces financial reporting against conditions. The proposed partnership Agreement requires a change to current funding systems, by moving to a new system with a permanent objective-based transfer mechanism that produces outcome reporting against priority objectives.



## 2. Recommendation 2

*“Ensure that the allocation formula components are updated annually”*

### **Critical Issues:**

- a. Identify the mechanism for a permanent objective-based transfer of a share of provincial revenues, subject to the economic realities of the Province.
- b. The mechanism should be as fair and as simple as possible for all Parties.
- c. Consider the dimensions of sustainability: economic, social, environmental, cultural and governance.
- d. The shared revenue amount will be confirmed annually.

## 2. Recommendation 3

*“Addition of ‘road usage’ factor to the roads component of the MSI formula”*

### **Critical Issues:**

- a. If Recommendations 1 and 2 are successfully included in the Agreement, then there is no need to specifically mention issues “b” through “e” in this Recommendation.
- b. If roads are to be included as a component in a permanent objective-based transfer mechanism, factors other than length of roads need to be included.
- c. The type of use a road receives has an impact on maintenance and re-development expectations and therefore costs.
- d. The type of road also has similar impacts – 4 lane paved, gravel, dirt.
- e. Consider sustainability.

## 3. Recommendation 4

*“That the Provincial Government freezes the education property tax at \$1.4 billion”*

### **Critical Issues:**

- a. The purpose of this recommendation is to ensure that the municipal tax room is not eroded by substantial increases in the education tax levied on the municipal tax base.
- b. If a permanent objective-based transfer mechanism is implemented as envisioned in the Agreement, then this issue is not as urgent and the recommendation can be removed.
- c. Removal would be contingent on both Parties agreeing to their respective accountability for reporting on the transfers they each receive.



#### 4. Recommendation 5

*“Hold municipal governments accountable for good governance and financial management through Municipal Sustainable Planning and annual Municipal Sustainability Reports”*

##### **Critical Issues:**

- a. This recommendation is critical to a successful Agreement. It will help entrench the principles and good practices to ensure each Party plans right, resources right and reports right.
- b. The Provincial Government must clearly identify its program objectives that municipal governments will be expected to help achieve through their part of the partnership Agreement.
  - i. This is a critical component of Municipal Sustainability Planning and Reporting.
- c. The Provincial Government must consolidate its focus for municipal governments such that all departments are working together as one Party to the Agreement.
  - i. Consolidate municipal information requirements;
  - ii. Consolidate/coordinate provincial programs affecting municipalities;
  - iii. Replace conditional requirements with agreed-to objectives;
  - iv. Consolidate/coordinate information to and expectations of municipalities; and
  - v. Fulfill its requirements within the Agreement as one government, not several departments working independently – departments must build capacity for this process and transition over an agreed-to time.
- d. The Provincial Government must ensure that the legislative framework for municipal governments supports the new relationship envisioned in the Agreement.
- e. Establish the system of Municipal Sustainability Planning outlined in the Municipal Sustainability Initiative Analysis and Recommendations paper adopted by the AUMA Convention, November 30, 2007.
  - i. Sustainability plans must contain both the Provincial objectives and the municipal objectives that the municipality will achieve;
  - ii. Sustainability plans will be based on the five dimensions of sustainability – economic, social, environmental, cultural and governance;
  - iii. Sustainability plans are a commitment the municipal government makes to the Provincial Government and to its citizens for the wise use of its resources for citizen, community and provincial benefit;



- iv. Sustainability plans must not only focus on the year ahead, but have a long term focus as well;
- v. A good planning system can be adapted to any size municipality – municipalities must build capacity for sustainability planning and transition over an agreed-to time
  - 1. include recognition for differences in size, capacity, and complexity of municipalities;
- vi. Templates and Resources have been developed and will be enhanced to facilitate consistent and quality planning processes;
- vii. The Provincial Government should ensure the development of consistent data collection systems to support high quality information that is readily available to all government departments and municipal governments;
- viii. Good information is required to plan well and appropriately. This will include methodology to assess the current and future infrastructure deficit, maintenance of accurate listings of assets, and condition of assets; and
- ix. Planning includes risk assessment of infrastructure and other assets and programs to ensure priorities are identified and justified.
- f. Establish the system of Municipal Sustainability Reporting outlined in the Municipal Sustainability Initiative Analysis and Recommendations paper adopted by the AUMA Convention, November 30, 2007.
  - i. Sustainability reporting must address both the Provincial objectives and the municipal objectives that the municipality planned to achieve;
  - ii. Reporting should be tied to outcomes and address the benefits to the citizens, including success in all five dimensions of sustainability;
  - iii. Annual Sustainability Reports will show how the municipality met its obligations to citizens and its partner, the Provincial Government;
  - iv. The Reports will contain results/outcomes achieved against pre-defined performance measures tied to the published objectives of the Sustainability Plan, and to the value achieved by the investment made through wise use of taxpayers money received through taxation, user charges and the permanent provincial objective-based transfer;
  - v. The Annual Sustainability Report will be signed by the Mayor and the Chief Administrative Officer, and filed with the Provincial Auditor General;
  - vi. Each municipal government will publish the Report for review by citizens;
  - vii. A good reporting system can be adapted to any size municipality– municipalities must build capacity for sustainability reporting and transition over an agreed-to time



1. include recognition for differences in size, capacity, and complexity of municipalities;
- viii. Templates and Resources can be developed to facilitate consistent and quality reporting processes; and
- ix. Good Sustainability reporting should replace the current conditions reporting contained in the many conditional grant programs.
- g. Both Parties must agree on the consequences of the Sustainability Planning and Reporting process when outcomes are not met or a municipality is no longer sustainable.

## 5. Recommendation 6

*“Establish a process to consider and act on changing a governance structure for financially unsustainable municipalities if a Municipal Sustainability Report shows good reasons to do so”*

### **Critical Issues:**

- a. All five dimensions of sustainability should be considered—economic, environmental, cultural, social and governance—when determining sustainability of a municipality.
- b. Two cases where change to governance structures may be considered include:
  - i. The benefits of achieving economies of scale through regionalization/amalgamation outweigh the benefits of maintaining distinct municipalities; and
  - ii. A municipality is unable to sustain itself using its current property tax regime and other current revenues, and that the citizens agree to dissolve.
- c. If sustainability planning and reporting against solid performance measures is in place, some of the subjectivity is removed from determining the long-term health of a municipality and the likely need to seek restructuring.
- d. Besides financial and governance sustainability, citizens wishes are critical and should be respected.
- e. Consistency in the application of processes for dissolution, amalgamation and other structural changes is important.



## 6. Recommendation 7

*“Establish provincial requirements for multi-jurisdictional planning processes for municipalities”*

### **Critical Issues:**

- a. The Provincial government must clarify the framework for municipal, inter-municipal and multi-jurisdictional planning by completing the policies that guide planning as envisioned in the *Municipal Government Act (MGA)*.
  - i. This will result in clear policies for all Parties and affected businesses and organizations; and
  - ii. It is one of the necessary steps to ensure a solid and consistent framework for land use and provincial and local planning decisions.
- b. The Provincial Government is urged to consider AUMA’s position papers on Multi-jurisdictional Planning and on the Provincial Land Use Framework that were approved at AUMA’s convention in November, 2007.
- c. Municipalities deal with the operational side of planning while the Provincial Government sets the framework. This requires cooperation and each Party must commit to undertaking its tasks in a comprehensive and objective manner.
- d. The recommendations of the Minister’s Council on Municipal Sustainability regarding Intermunicipal Cooperation were supported by the Provincial Government with considerations for consultation and the Draft Provincial Land Use Framework. Acting on these recommendations and promises are crucial to successful multi-jurisdictional planning.
- e. The long-term mature relationship envisioned by the partnership Agreement needs provincial and municipal planning processes tightly aligned to be successful
  - i. Both Parties and processes must work together for future plans for infrastructure, land use, and transportation and utility corridors;
  - ii. Both Parties must work together toward environmental preservation;
  - iii. Both parties must support the social and cultural community-building aspects including community and citizen wellness; and
  - iv. Both Parties must work together for the economic prosperity of the Province and its communities.





## 7. Recommendation 8

*“Immediately begin efforts to address Municipal and Provincial roles and responsibilities (recommendations 6, 7 and 8 of the Report of the Minister’s Council Municipal Sustainability)”*

### Critical Issues:

- a. The Provincial Government, in its response to the recommendations in the Minister’s Council report, said it would “consult with municipal stakeholders to further clarify provincial and municipal roles and responsibilities, including opportunities for the consolidation and administrative streamlining of provincial funding for municipalities”.
  - i. This included the areas of shared responsibility that need further clarification.
- b. Provincial and municipal responsibilities are generally clear. Where there are gaps or overlaps, the parties will seek agreement on how they will work together to best meet Albertans’ needs.
- c. Trusted partners in the new Provincial/municipal relationship will work together to solve this challenge and to meet each Party’s interests.
- d. The Parties will work together to set the ground work for a long-term sustainable partnership.
- e. Once that partnership is set, processes like permanent objective-based transfers, planning, reporting and accountability, can follow.
- f. During the clarification of responsibilities of each Party, the Provincial and municipal government should address the potential needs in these areas:
  - i. Revenue generating capacity of municipal governments consistent with their roles and responsibilities;
  - ii. Review tax policies contained in the *MGA* and its regulations to ensure consistency with responsibilities; and
  - iii. Address how priority provincial programs, partly or fully carried out or supported by municipal governments, will be built into the responsibilities and accountabilities of each Party.

## 8. Recommendation 9

*“Have the Government of Alberta financially assist the Association with a study of the municipal infrastructure deficit”*

### Critical Issues:

- a. Both Parties need to consider the five dimensions of sustainability.



- b. In a phased approach, the Parties should address hard infrastructure first, as described below in “d” through “l”.
- c. The second phase should address quality of life and community wellness and should be characterized by assessments of community and citizen wellness upon which the municipality can plan and carry out improvements with its citizens.
- d. Current collection and reporting of critical infrastructure information in municipalities is inconsistent at best and inadequate at worst.
- e. Defining the infrastructure deficit is important to establish a known and accurate baseline.
- f. The Provincial Government should not only provide financial assistance to accomplish this, but also provide leadership in defining the deficit.
- g. As municipal governments move toward reporting tangible capital assets and creating asset management systems, there will be consistency in the process, but the process must have a baseline and accurate input of data.
- h. Support will be required from the Provincial Government to ensure that municipal governments and the Provincial Government can share appropriate asset management information while protecting individual municipal or provincial interests.
  - i. This may require a shared services approach to data collection, data management, access and protection.
- i. Part of good data collection and reporting of infrastructure and other assets is maintaining information on the current condition assessment.
  - i. Infrastructure assessments should not only consider the condition of the asset, but also address factors of capacity and functionality;
  - ii. This information is critical for input to the Municipal Sustainability Planning process so a municipality can prioritize its community infrastructure needs properly, and therefore spend its resources wisely for maintenance, repair and replacement; and
  - iii. Condition assessment is a Statement of Recommended Practice by Canadian Institute of Chartered Accountants (CICA).

## 9. Recommendation 10

*“Update Alberta Regulations regarding municipal borrowing”*

### **Critical Issues:**

- a. With costs on the rise for municipal infrastructure and operations, municipal governments need flexibility in borrowing.
- b. The ten year horizon of MSI funding does not match the 25 year horizon of most debenture debts.



- c. The permanent objective-based transfer envisioned in the partnership Agreement removes this disconnect and will support wise long-term borrowing for high priority infrastructure needs.
- d. The permanent objective-based transfer will be built into fiscal plans, long-term priority plans and can be accounted for in the debt limit of a municipality.
- e. The MGA and its Regulations may require amendments to address this approach.
- f. Both Parties will benefit with sound fiscal planning, controlled but more flexible borrowing capabilities, improved municipal credit ratings and better interest rates.

## 10. Recommendation 11

*“Develop a comprehensive communications strategy”*

### Critical Issues:

- a. A communication strategy should be based on these goals:
  - i. To effectively communicate the new partnership Agreement and the permanent objective-based transfer to municipalities and provincial government departments;
  - ii. To raise the value of municipal governments and the functions of municipal governments amongst society in general;
  - iii. To promote good understanding of the nature of long-term borrowing and debenture debt;
  - iv. To raise the level of understanding of municipal finance (including reserves) amongst MLAs; and
  - v. To raise public awareness of the effectiveness of all financial transfers.
- b. A communication strategy should highlight that municipalities will be stronger partners in working with the Provincial Government of Alberta to meet its goals in regards to enhancing the Province’s competitive advantage and providing an enhanced quality of life for Albertans, as well as fulfilling environmental and social priorities such as combating crime and climate change.
- c. All municipalities must clearly understand and commit to their new reality, including their heightened responsibilities and accountabilities.
- d. All provincial government departments must clearly understand how their roles will change to support the new partnership Agreement, and how they will work together with municipalities to achieve mutual goals.
- e. Communication must address the benefits to the Province and to the citizens that the new partnership Agreement will bring.



- f. The Ahead.Together campaign is a good start for municipalities and the AUMA, but it must expand/evolve to include both Parties communicating together.
- g. Communication strategies must also include support to help municipalities report to their citizens.

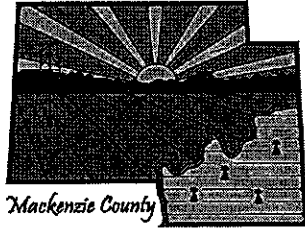


## Recommendations that would be resolved through an agreement

- Recommendation 4 regarding the freeze on education property tax can be removed.
  - i. Removal would be contingent on both Parties agreeing to their respective accountability for reporting on the transfers they each receive.
- Recommendation 3 regarding road usage factors can be removed if Recommendations 1 and 2 are successfully included in the Agreement.







## MACKENZIE COUNTY REQUEST FOR DECISION

|                      |  |
|----------------------|--|
| <b>Meeting:</b>      | <b>Regular Council Meeting</b>                       |
| <b>Meeting Date:</b> | <b>July 23, 2008</b>                                 |
| <b>Presented By:</b> | <b>William Kostiw, Chief Administrative Officer</b>  |
| <b>Title:</b>        | <b>AAMDC Centennial Book Draft Municipal Profile</b> |

### BACKGROUND / PROPOSAL:

Attached is a copy of the draft municipal profile written for Mackenzie County. They are requesting that Council review the profile for accuracy based on the following:

- Review for accuracy only – not for writing style
- Errors in key facts
- Space is limited – if we add something then something has to be removed.
- Profile was written to conform to the Canadian Press Stylebook – no formatting changes will be accepted.

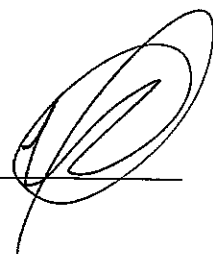
The deadline for additions or corrections based on the above is **Friday, July 25, 2008.**

### OPTIONS & BENEFITS:

### COSTS & SOURCE OF FUNDING:

### RECOMMENDED ACTION:

For review and discussion.

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







# MEMBER BULLETIN

July 10, 2008

## Review Needed: AAMDC Centennial Book Draft Municipal Profiles

Thank you for responding to our requests for information for the AAMDC's special presentation book to honour our Centennial. Project author and researcher Steve Scriver has carefully written your municipality profile for inclusion in the book.

Now comes your opportunity to review the profile for accuracy. The draft municipal profiles are available on the AAMDC website by clicking [here](#). There are some considerations you need to understand as you undertake your review:

- Please review your profile for accuracy only (not for writing style). If there are key facts missing that you would like included, please itemize them in bullet point form at the bottom of the profile for our editor to incorporate.
- If there are key facts in error (dates, names, events), please note the correct version in bullet form so our editor can make corrections.
- Space in the book is very tight, so your profile has been written to meet a stringent wording formula – it cannot contain more words than it does now. If we add something to your profile, something else will have to be taken out.
- Your profile has been written (and will be further edited) carefully to conform to the Canadian Press Stylebook, so please don't make any changes to capitalization, numbering styles or other formatting issues.

***Please forward any additions or corrections as noted above to Michelle Hay at [michelle@aamdc.com](mailto:michelle@aamdc.com) by Friday, July 25, 2008.*** If we do not receive any feedback by that date, we will take your silence to mean that you are satisfied with your profile as it reads now and proceed to final art and printing.

With your help, we have already made great strides toward publishing a fine commemorative work of which we can all be proud. A few more minutes of your time will ensure its quality. Thank you for playing your part in this challenging project.

Enquiries may be directed to:

Michelle Hay  
Advocacy and Resolutions Coordinator  
(780) 955.4085

Dawn Bailey  
Communications and Web Coordinator  
(780) 955.4075

## Mackenzie County

### History

January 1, 1995 – Municipal District of Mackenzie No. 23 formed from Improvement District No. 23

June 23, 1999 – Status of MD of Mackenzie No. 23 changed to specialized municipality

March 8, 2007 – MD of Mackenzie No. 23 renamed Mackenzie County

At one time Mackenzie County's main claim to fame was that it comprised fully 12 per cent of Alberta's landmass. However, with recent activity involving the wealth of resources in the area, it is gaining a new and deserved reputation as a desirable place to live and make a living.

With 36 per cent of the Peace region's natural gas reserves and 80 per cent of its light to medium crude oil reserves, the county is receiving the benefits of the flourishing petroleum industry. This has not only provided a stable work environment but has been responsible for the growth of the area's communities, not only in population, but in the well-planned infrastructure and services offered to its citizens.

Forestry is another significant driver in the county's economy. There is harvesting and sawmill activity throughout the municipality, and the council and administration are encouraging the development of additional value-added operations.

Agriculture continues to hold its place as an important contributor not only in the county's commercial character, but as a lifestyle choice. The fact that the province's largest United Farmers of Alberta retail outlet operates in Mackenzie County is ample proof of the strong agrarian community.

Add to these advantages the recreational possibilities for fishermen, hunters, campers and sportsmen of all types, and it's little wonder that this municipality is no longer a secret. As a destination to work and invest, or enjoy for its promise of everything from outdoors action to a serene lifestyle, Mackenzie County is the place to be. (252)

**Did You Know?** The famous explorer, Alexander Mackenzie, who lends his name to this county, was required by the Northwest Company to carry alcohol for trading with the natives. His hatred of this practice always resulted in his stash of trading booze being lost or broken long before it was used.

10.e)

**Council Retreat Proposal**

Aug 14-16, 2008

I would like to make a proposal for this year's Council Retreat. To maximize productivity and reduce the amount of distractions, as well as being fiscally responsible I propose that we hold this year's Council Retreat in the community of Zama City.

I have researched the options and have prepared the following:

- Thursday Aug 14, 2008      Arrive in Zama late afternoon. Have Supper and have an evening session 7 – 10 pm
- Friday Aug 15, 2008      Full Day session 9 am – 9 pm. With meal breaks taken at Noralta Inn
- Saturday Aug 16, 2008      Full Day session 9 am – 6 pm. With meal breaks taken at Noralta Inn. Travel home this evening.

**Accommodations: Noralta Inn West**

**Council Special Pricing :** \$100 / night *including* three meals per day

Sessions:      Zama Community Hall

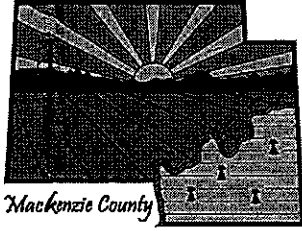
I have worked out a approximate cost for this weekend based on full Council occupancy as well as Senior Staff attendance; 10 Council Members; 6 Staff Positions; 1 Facilitator

|                        |                           |                    |
|------------------------|---------------------------|--------------------|
| Accommodations / Meals | 16 rm x 2 ngt x \$100     | \$3,200.00         |
| Session Room           | 2.5 d x \$400             | \$1,000.00         |
| Est. Mileage Charge    | For 9 Councilors          | \$2,400.00         |
| Per Diem Charge        | 10 x 3 x \$200            | \$6,000.00         |
|                        | <b>Total Retreat Cost</b> | <b>\$12,600.00</b> |

**Recommendation:**

**That the 2008 Council Retreat be held in Zama City August 14 – 16, 2008.**





## MACKENZIE COUNTY REQUEST FOR DECISION

|                      |   |
|----------------------|---|
| <b>Meeting:</b>      | <b>Regular Council Meeting</b>                      |
| <b>Meeting Date:</b> | <b>July 23, 2008</b>                                |
| <b>Presented By:</b> | <b>William Kostiw, Chief Administrative Officer</b> |
| <b>Title:</b>        | <b>2009 FCM Annual Conference</b>                   |

### BACKGROUND / PROPOSAL:

The 2009 FCM Annual Conference is being held in Whistler, BC from June 5 – 8, 2009. Room reservations for this conference are now open – full payment is required 30 days prior to check in and require a four night minimum stay.

A motion was made at the January 8, 2008 council meeting authorizing three Councillors to attend the FCM Annual Conference on a rotational basis along with the Reeve and CAO. Councillor Watson and Councillor J. Driedger attended the 2008 conference in Quebec.

### OPTIONS & BENEFITS:

### COSTS & SOURCE OF FUNDING:

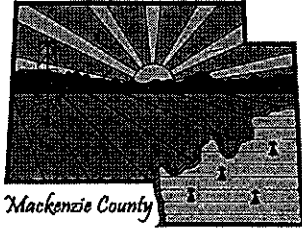
### RECOMMENDED ACTION:

For discussion.

*Book Rooms*

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





# MACKENZIE COUNTY REQUEST FOR DECISION

|                      |  |
|----------------------|--|
| <b>Meeting:</b>      | Regular Council Meeting                      |
| <b>Meeting Date:</b> | July 23, 2008                                |
| <b>Presented By:</b> | William Kostiw, Chief Administrative Officer |
| <b>Title:</b>        | Fort Vermilion Sign Lighting                 |

### BACKGROUND / PROPOSAL:

A request was received by the Fort Vermilion Area Board of Trade for the installation and maintenance of lighting at the two 'Welcome to Fort Vermilion' signs. See attached letter.

### OPTIONS & BENEFITS:

### COSTS & SOURCE OF FUNDING:

### RECOMMENDED ACTION:

For discussion. *for direction*

*approx. \$4,000.00  
(Ray + Don ATCO)*

Author: W. Kostiw

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

CAO







## *Fort Vermilion Area Board of Trade*

P.O. Box 456  
Fort Vermilion, Alberta T0H 1N0  
Tel: 780.927.4008

Mackenzie County  
Box 640  
Fort Vermilion, AB  
T0H 1N0

June 3, 2008

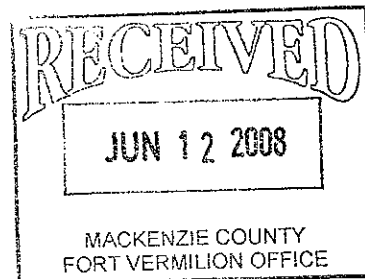
Bill Kostiw  
CAO Mackenzie County

**RE: Sign lighting**

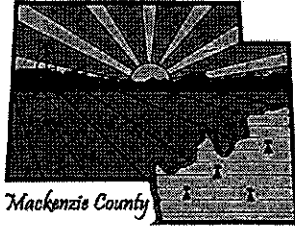
We request that Mackenzie County install and maintain lighting at the two "Welcome to Fort Vermilion" signs. One located at the West entrance to Fort Vermilion on Highway 88 and the second located on the East entrance to Fort Vermilion also on Highway 88.

Sincerely

Véronica Alward  
President  
Fort Vermilion Area Board of Trade







# MACKENZIE COUNTY REQUEST FOR DECISION

|                      |   |
|----------------------|---|
| <b>Meeting:</b>      | Regular Council Meeting                           |
| <b>Meeting Date:</b> | July 23, 2008                                     |
| <b>Presented By:</b> | David A. Crichton, Director of Operations (North) |
| <b>Title:</b>        | Zama Shop Rental                                  |

**BACKGROUND / PROPOSAL:**

Lease public works shop in the hamlet of Zama.

**OPTIONS & BENEFITS:**

This will benefit the operational life span of the equipment by keeping the items out of the elements and in a heated building when not in use. This will also be a benefit for our mechanic by being able to perform properly scheduled maintenance and have stocked items on hand i.e., air filters, oil filters, belts etc. This will eliminate having to transport equipment out of Zama to Fort Vermilion or La Crete.

**COSTS & SOURCE OF FUNDING:**

\$3,500.00 per month or less as negotiated.

*\$1600 - \$700/mth  
for utilities*

**RECOMMENDED ACTION:**

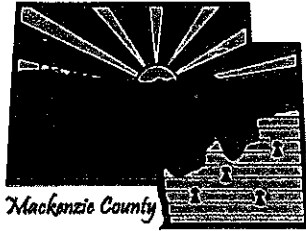
That the County enter into a lease agreement for a public works shop in the Hamlet of Zama and that the term of the lease be a maximum of one year with the option of cancelling after six months.

**Author:** D. Crichton

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

**CAO**





## MACKENZIE COUNTY REQUEST FOR DECISION

|                      |   |
|----------------------|---|
| <b>Meeting:</b>      | <b>Regular Council Meeting</b>                      |
| <b>Meeting Date:</b> | <b>July 23, 2008</b>                                |
| <b>Presented By:</b> | <b>John Klassen, Director of Operations (South)</b> |
| <b>Title:</b>        | <b>Public Works Shop (La Crete)</b>                 |

**BACKGROUND / PROPOSAL:**

Discussions during budget time was how and when to proceed with the County owning less properties, one discussion was relocating the La Crete shop to the water plant site and selling the current site. If the current site is sold at the appraised value it should cover the cost for site development and construction at the water plant site due to not having to purchase land. Preliminary price quotes will be obtained to determine costs.

**OPTIONS & BENEFITS:**

**Option 1:** That the County up fronts the cost of relocating the public works shop and sells the current site after completion.

**Option 2:** That the County sells the current public works site and enters into a lease agreement with the new owner and at that time develops the new site.

**Option 3:** That this project be deferred to 2009 budget.

**Benefit:** That the County owns fewer properties and constructs a shop that's more designed for our needs.

**COSTS & SOURCE OF FUNDING:**

For discussion

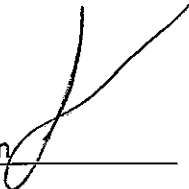
**Author:** John Klassen

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

**CAO**

**RECOMMENDED ACTION:**

**Option 1:** That the County up fronts the cost of relocating the public works shop and sells the current site after completion.

Author: John Klassen  Review Date: \_\_\_\_\_ CAO \_\_\_\_\_



## MACKENZIE COUNTY REQUEST FOR DECISION

|                      |   |
|----------------------|---|
| <b>Meeting:</b>      | <b>Regular Council Meeting</b>                      |
| <b>Meeting Date:</b> | <b>July 23, 2008</b>                                |
| <b>Presented By:</b> | <b>John Klassen, Director of Operations (South)</b> |
| <b>Title:</b>        | <b>Gravel Pup Trailer</b>                           |

### BACKGROUND / PROPOSAL:

During budget deliberations administration requested that the County include a gravel pup trailer for La Crete in the 2008 budget which was accepted.

### OPTIONS & BENEFITS:

Some benefits and reasons for this unit include assisting staff with the County's own spot graveling, hauling gravel and sanding material into our yard as well as snow removal in winter.

Currently the County has three trucks, with this unit it would be like having two trucks in La Crete and two in Fort Vermillion; therefore it would help minimize the coordination of work and shuffling of equipment.

### COSTS & SOURCE OF FUNDING:

Cost - \$ 30,500.00

Funding - 2008 Capital, Vehicle and Equipment Budget

### RECOMMENDED ACTION:

That Mackenzie County authorizes the purchase of a 15 foot tandem axel gravel pup trailer.

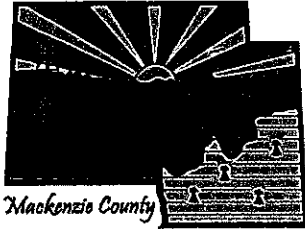
Author: John Klassen

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

CAO [Signature]







## MACKENZIE COUNTY REQUEST FOR DECISION

|                      |   |
|----------------------|---|
| <b>Meeting:</b>      | <b>Regular Council Meeting</b>                      |
| <b>Meeting Date:</b> | <b>July 23, 2008</b>                                |
| <b>Presented By:</b> | <b>John Klassen, Director of Operations (South)</b> |
| <b>Title:</b>        | <b>County Signs</b>                                 |

**BACKGROUND / PROPOSAL:**

The Mackenzie County entrance and office signs that were purchased have now been installed, which leaves us with 2 MD of Mackenzie signs and 4 Welcome to MD of Mackenzie signs. Administration is looking for input and direction as to what to do with these signs. Some options are: Installing them at winter road access into the County or donating them to a few nonprofit organizations within the County as mementos of the past.

**OPTIONS & BENEFITS:**

NA

**COSTS & SOURCE OF FUNDING:**

NA

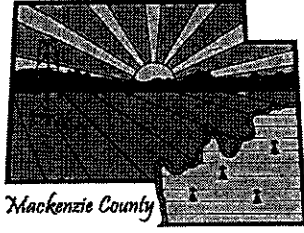
**RECOMMENDED ACTION:**

For Discussion

**Author:** John Klassen

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





# MACKENZIE COUNTY REQUEST FOR DECISION

|                      |   |
|----------------------|---|
| <b>Meeting:</b>      | <b>Regular Council Meeting</b>                      |
| <b>Meeting Date:</b> | <b>July 23, 2008</b>                                |
| <b>Presented By:</b> | <b>William Kostiw, Chief Administrative Officer</b> |
| <b>Title:</b>        | <b>Information/Correspondence</b>                   |

### BACKGROUND / PROPOSAL:

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

|  | Page |
|--|------|
| • Canadian Red Cross Society Auxiliary Role Project (FCM)    | 89   |
| • Aggregation Program for Electricity and Natural Gas (AMSC) | 91   |
| • Caribou Mountains Management Plan                          | 93   |
| • Proposed Fort Nelson – Zama Lake Pipeline (Spectra Energy) | 95   |
| • Northwest Briefly – July/August 2008 Northwest Business    | 99   |
| •  |      |
| •  |      |
| •  |      |
| •  |      |

### OPTIONS & BENEFITS:

### COSTS & SOURCE OF FUNDING:

### RECOMMENDED ACTION:

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

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





Please Distribute to All Members of Council



**The Canadian Red Cross Society  
Auxiliary Role Project  
Federation of Canadian Municipalities (FCM) Conference  
Quebec City, May 30-June 2, 2008**

The International Red Cross and Red Crescent Movement is the largest humanitarian organization in the world with National Societies in 186 countries and almost 100 million volunteers. As a member in good standing of the Movement, the Canadian Red Cross (CRC), like other National Societies has a unique status under national and international law. Under the Geneva Conventions and the Statutes of the Movement, National Societies are designated as "auxiliaries to the public authorities in the humanitarian field".

The armed conflicts, disasters and humanitarian crises over the last twenty years have provided ample evidence as to why governments need to work more closely with their respective National Red Cross or Red Crescent Societies to execute shared humanitarian objectives. In this regard, the CRC Auxiliary Role Project seeks to revitalize the framework for cooperation between public authorities and the CRC.

Governments at all levels, and more particularly municipal governments, have significant responsibilities in law for the protection of people and property. This is particularly true in the area of emergency management. Insofar as the safety and security of people is concerned, these responsibilities coincide very closely with the humanitarian objectives of the CRC. The long standing working relationship between the CRC and public authorities at all levels in Canada is an indication of this.

In recent years, the CRC has declared that emergency management and all its components and related programs in preparedness, mitigation, response and recovery are an institutional priority. This renewed focus on emergencies has revealed a framework for cooperation with governments in need of attention. At the working level, the CRC and public authorities in Canada enjoy a solid working relationship characterized by trust and mutual support. Building on this support, the CRC sees potential opportunities to better mobilize and leverage the strength of civil society and the voluntary sector in support of emergency management.

At a strategic level, the foundational components of the relationship have over time been neglected. The CRC Auxiliary Role Project is very much about re-invigorating the relationship supported by modern legislation and a renewed structure for achieving shared public policy goals. The CRC does not view this as an end in itself; nor should

governments. The strategic renewal being proposed is a means to an end involving a strengthened CRC, better institutional relationships and, most importantly, an engaged citizenry.

The release of the final report on the Auxiliary Role Project to Public Safety Canada in the early fall of 2008 will set the stage for concrete actions by the federal government to revitalize the relationship with the CRC. The report, which will contain draft legislation for a new Canadian Red Cross Act, will require additional public and governmental consultations. CRC is prepared to assist municipal governments in understanding this process and is anxious to obtain the support of municipal governments for this initiative. The CRC hopes to have new legislation in place for the 100<sup>th</sup> anniversary of the passage of *The Canadian Red Cross Society Act, 1909*. But the broader policy objective would be to build greater awareness among public authorities on the auxiliary role concept so that the CRC can assist governments in executing what are shared humanitarian objectives.

If you wish to show your municipality's support for CRC Auxiliary Role Project, please consider having your Council pass the following draft motion:

*Whereas the Canadian Red Cross is celebrating the 100<sup>th</sup> anniversary of its creation as a national non-profit volunteer humanitarian organization under The Canadian Red Cross Society Act, 1909;*

*And whereas, under national and international law, the Canadian Red Cross and other National Red Cross and Red Crescent Societies are considered "auxiliary to the public authorities in the humanitarian field;"*

*And whereas, the mandate of the Canadian Red Cross is to: "In time of peace or war to carry on and assist in work for the improvement of health, the prevention of disease and the mitigation of suffering throughout the world;"*

*And whereas millions of Canadians and beneficiaries in other countries have been assisted by the Canadian Red Cross for over a century through programs aimed at disaster assistance, emergency preparedness, international aid, assistance and development, health, injury prevention and the promotion of international humanitarian law and humanitarian values;*

*And whereas the Canadian Red Cross' Auxiliary Role Project seeks to revitalize the relationships with public authorities at the federal, provincial, territorial and municipal levels so as to better serve the needs of humanity;*

*Be it resolved that the Council of the city/township of/municipality of/ \_\_\_\_\_ expresses its support for the Auxiliary Role Project and in particular the renewal of the framework for cooperation between public authorities and the Canadian Red Cross to better address the humanitarian challenges of the 21st century by:*

- a) working to reinforce the status and roles of the Canadian Red Cross as auxiliary to public authorities in the humanitarian field;*
- b) and reviewing existing measures, arrangements and instruments supporting the relationship.*

If your Council is interested in passing this motion or for further information, please contact David Pratt, Special Advisor, Auxiliary Role Project, Canadian Red Cross, at (613) 740-1919 or by e-mail at [david.pratt@redcross.ca](mailto:david.pratt@redcross.ca) or visit our website at [www.redcross.ca](http://www.redcross.ca).

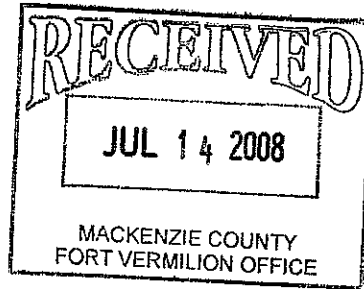


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E-mail: main@auma.ca • www.amsc.ca

July 7, 2008

Mackenzie County  
Mr. William (Bill) Kostiw  
PO Box 640  
Fort Vermilion, Alberta T0H 1N0



Dear Mr. Kostiw,

As you are likely aware, the AMSC has launched our enhanced Aggregation Program for Electricity and Natural Gas that goes into effect on January 1 2009.

Some CAOs have asked me what process and due diligence measures we assumed to enhance the program to increase value and flexibility for our member program participants. We carried out an intensive process that included:

- A consultant with considerable experience in the development of Alberta's restructured electricity market that conducted a thorough program assessment and provided recommendations on how the program should be restructured to best meet the needs of program participants. The consultant's report was accepted by the AMSC Board.
- As part of that consultant's process, AUMA members were surveyed as to what features they wanted to see in the Aggregation Program.
- Another consultant who specializes in consulting for Alberta municipalities was then retained for a due diligence review of the first consultant's study and recommendations. He confirmed those recommendations and that one of the recommended changes – purchasing directly from the wholesale market to ensure transparent pricing would provide the most competitive price for program participants.
- An RFP process received proposals from a number of retailers to provide the retail services component of the Program. After an assessment of the proposals and interviewing the short list, AMSC selected a retail partner.
- Finally, we went through an intensive process to ensure that the contract with our retailer fully supports transparent, competitive wholesale pricing and provides maximum flexibility for AMSC program participants. This included the ability to support municipal power generation projects through the program.

I feel confident that the AMSC Energy Aggregation Program will best meet the needs of its members for structure, price, value and due diligence.

If you have any further questions, please do not hesitate to contact David Johnson, Acting Senior Director, Corporate Services at (780)409-8330 or [djohnson@auma.ca](mailto:djohnson@auma.ca)

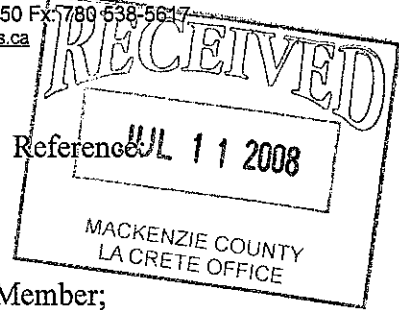
Best regards,

John McGowan  
CEO AUMA/AMSC

CC: Lloyd Bertschi, AUMA President  
Mayor, Mackenzie County







July 7, 2008

Attached Distribution List

*Willy*

Dear Caribou Mountains Management Plan Advisory Committee Member;

Just a short note to say farewell as I'm retiring on July 11<sup>th</sup>. I had hoped to have the Caribou Mountains Management Plan signed off by the time I retired, but it has taken longer to reformat the plan and for internal review than what I had originally anticipated since our last advisory committee meeting. As soon as the plan is approved for public release, a copy will be sent to you and it will be put on our website for public comment. The need for another advisory committee meeting will depend on the extent of public feedback necessitating the need to consider further changes.

Since we first started this plan in 2002, I have greatly appreciated your volunteer time and dedication to help complete the draft plan. Your knowledge of the area has played a key role in developing a plan which protects the area, while ensuring the continuance of a multitude of uses – current traditional and future. We have had some lively discussions trying to balance resource preservation with cultural values and current and future recreational and economic opportunities. I realize that this balancing process has been frustrating at times, but I thank you for continuing to provide your comments.

I have never worked with a more dedicated advisory committee and I regret leaving before we could celebrate our work together. I hope that when the plan is eventually signed, that you will feel that the process has been worth the effort!

In addition to just establishing a new Parks Office in High Level (Peter Giamberardino is the Conservation Officer and can be contacted at (780) 926-5390), we are currently recruiting to a Wildland Guardian for the Hay Zama Wildland and expect to recruit to a position for the Caribou Mountains later this fall.

Mr. Calvin McLeod is replacing me as Northwest Area Manager and can be reached at (780) 538-8010.

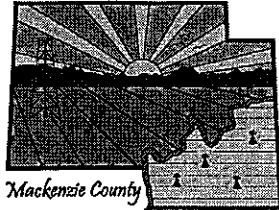
Best wishes and I hope our paths cross again.

Sincerely,

  
Ken Zurfluh

Cc: C. McLeod





## Mackenzie County

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

July 11, 2008

**COPY**

Mr. Angus Jacob Dickie, RPF  
Community Coordinator  
Spectra Energy Transmission  
PO Box 30  
Mile 301 Alaska Highway  
Fort Nelson, BC  
V0C 1R0

Dear Mr. Dickie:

Thank you for your inquiry and information about the proposed Zama to Fort Nelson pipeline. Mackenzie County is very supportive of this project and will endeavor to assist and expedite the construction wherever we can.

Zama City is part of the County's jurisdiction and the area Councillor, Lisa Wardley, would also be pleased to meet with you to review the project. She can be contacted at (780) 683-2384.

The information you provided is adequate at this time; however, please keep us informed of your progress. I look forward to meeting you and helping to bring this project to fruition. If you require further information or wish to meet, please call me at (780) 927-3718 or on my cell at (780) 841-1801.

Yours truly,

William Kostiw  
Chief Administrative Officer

pc: Robert Tarrant, Apache Canada  
Council  
Ryan Becker, Director of Planning & Emergency Services

Spectra Energy Transmission (SET) is one of North America's premier natural gas infrastructure companies. For close to a century, Spectra Energy and its predecessor companies have developed critically important pipelines and related energy infrastructure connecting natural gas supply sources to premium markets. In Western Canada, we operate as Spectra Energy Transmission West, and have over 50 years of safe, reliable expertise in gathering, processing and transportation in British Columbia, over 5,700 km of natural gas pipelines, and five world scale gas processing plants, including the Fort Nelson gas plant.

### Exploring the potential for greenhouse gas reduction

SET is contemplating the construction of a pipeline from its existing Fort Nelson natural gas processing plant to Apache Canada's facilities in Zama Lake, located in north western Alberta.

Spectra Energy's Fort Nelson gas plant (and others like it) remove carbon dioxide (CO<sub>2</sub>), hydrogen sulphide (H<sub>2</sub>S) and other compounds which naturally exist in the raw gas supplied by area producers.

In order to better manage the environmental impacts of emissions related to the processing of natural gas, we are currently exploring the feasibility of developing a large scale carbon capture and storage (CCS) facility at Fort Nelson (for the permanent sequestration of CO<sub>2</sub> and H<sub>2</sub>S), as well as a pipeline to Zama Lake. The CO<sub>2</sub> and H<sub>2</sub>S transported in the proposed pipeline will be used for enhanced oil recovery by Apache Canada, as well as on-site CCS at Apache's existing production facilities in northwest Alberta.

We are embarking on technical, geological and economic analysis associated with our proposed Fort Nelson expansion activities, and are communicating and consulting with local communities and First Nations in this regard.

### Fast Facts

- The proposed 230 km pipeline would extend from the Fort Nelson gas plant to Apache's Zama Lake facilities in Alberta, where Apache would use the pipeline contents for enhanced oil recovery (EOR).
- The proposed 8 - 12" diameter pipeline will be constructed within a 25 m wide right of way, with approximately 160 km in BC and 70 km in Alberta.
- The Apache EOR project would involve injecting CO<sub>2</sub> and H<sub>2</sub>S into numerous, nearly depleted oil pinnacles, to facilitate incremental oil recovery from the oil pinnacles. Incremental oil recovery would not be possible without this sour CO<sub>2</sub> injection process.

### Route Selection

While the exact route for this new pipeline has yet to be finalized, we anticipate following Spectra Energy's existing Yoyo and East Kotcho pipelines. Beyond that, existing disturbances such as other rights-of-way, roads and seismic lines will be followed wherever feasible for much of the route.

Further engineering, survey, archaeological and environmental studies, and other on-the-ground work, will allow us to fine-tune the route. As always, our intent is to create the least disturbance possible, to follow existing pipeline corridors, and utilize the local knowledge and expertise of the First Nations, trappers, and other land users in the area.



## Environment

SET is committed to minimizing the effects of our projects and operations on the environment. Wildlife common to the area include moose, caribou, deer, grizzly and black bears. We are currently conducting a full environmental assessment, which will allow us to take measure to protect the environment during construction and operation.

## Engineering

SET is subject to the National Energy Board Act and regulations which sets rigorous standards for the design and construction of all its facilities.

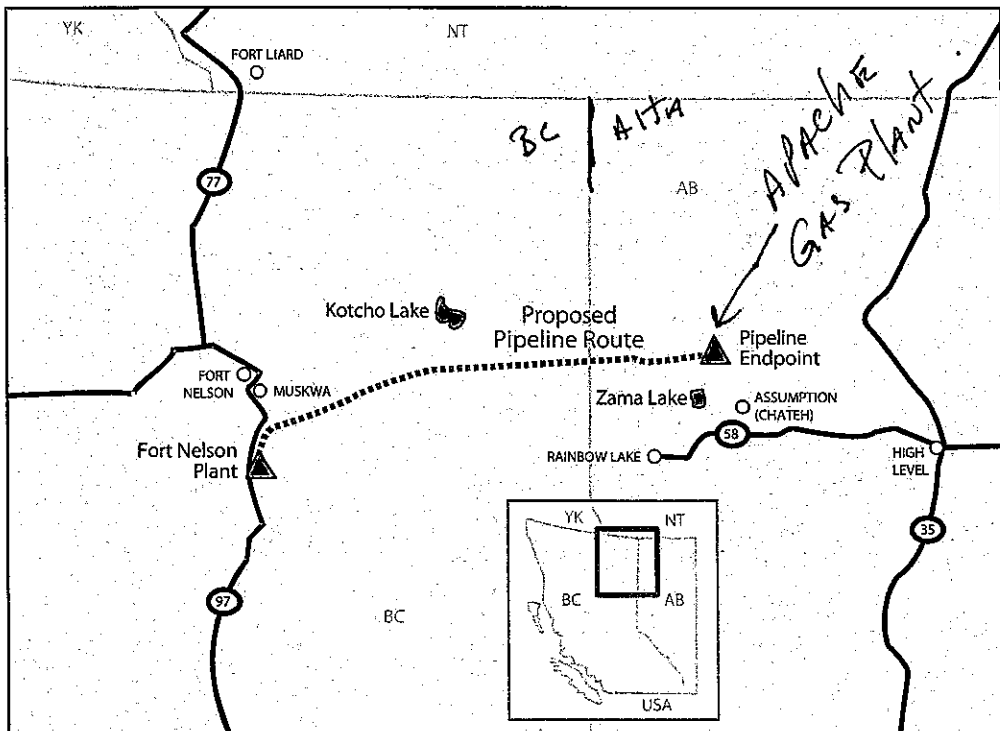
SET is an experienced pipeline operator and our engineering of safe pipeline facilities take into consideration the environmental landscape, location of the pipeline and land-use by third parties.

## Next Steps

We are planning to hold Open Houses in the summer of 2008 and we'll be in touch with you regarding details as soon as they are finalized.

As with all our projects, we will comply with or exceed all regulatory, environmental, safety and other requirements. If all goes as planned, SET will submit an application to the NEB in the near future and if approved by the regulatory authorities, construction will occur during the winter of 2009 / 2010 with an in-service date of late 2010.

Proposed Fort Nelson - Zama Lake Pipeline



## Contact Us

We are committed to working with stakeholders and First Nations in the project area during our public consultation and information sessions. SET is committed to the communities in which we operate, for more information about our company, visit [www.spectraenergy.com](http://www.spectraenergy.com). If you're interested in more information regarding the NEB's process, please visit [www.neb.gc.ca](http://www.neb.gc.ca). For more information about this proposed project, please contact Angus Dickie at 250.233.6316 or at [AJDickie@spectraenergy.com](mailto:AJDickie@spectraenergy.com).



# ENCANA HAS HIGH HOPES FOR HORN RIVER GAS PLAY

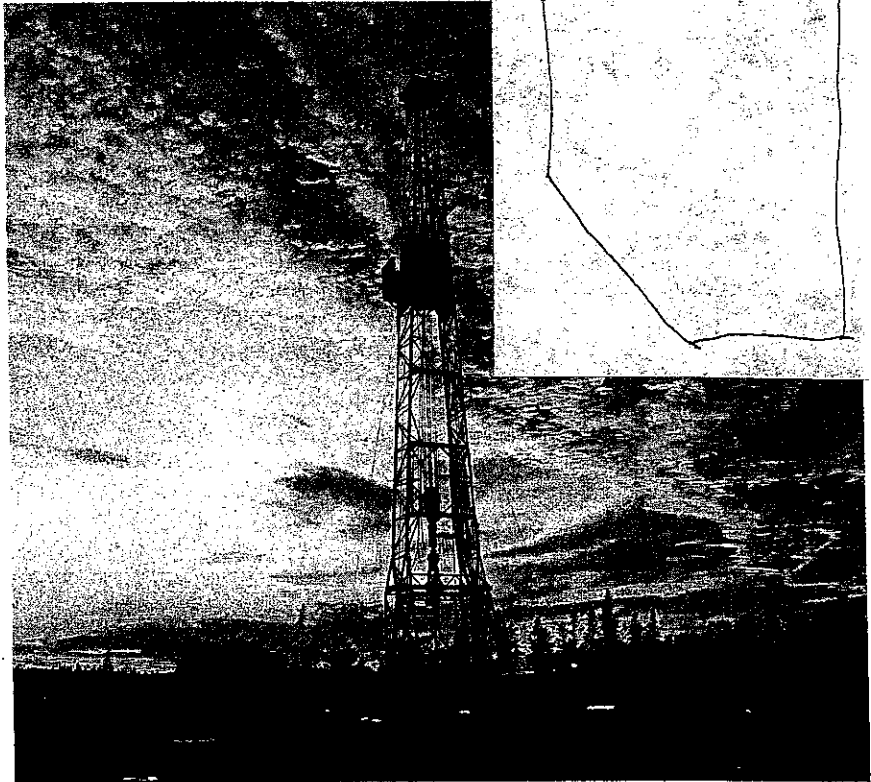
A potentially major gas play in northeastern Alberta is one of two major exploration well projects recently announced by EnCana Corporation.

Company officials say they have established a leading land and resource position in two of North America's most exciting new natural gas resource plays, including Horn River Shale in northeast BC and the Haynesville Shale in Louisiana and Texas.

The company says it has drilled a series of exploration wells that have shown strong potential to deliver commercials of natural gas.

"Recent exploration wells drilled by EnCana, its partners and industry, indicate these two resource plays hold the potential to eventually become amongst the largest in North America," said Randy Eresman, EnCana's president and chief executive officer.

"Each of these plays has been compared in size and scope to the prolific Barnett Shale in north central Texas, which currently produces more than three billion cubic feet per day and continues to grow. EnCana has assembled large land positions in each of these emerging plays - 220,000 net acres in the heart of the Horn River Shale play and 325,000 net acres in the Haynesville Shale play



fairway. These are very meaningful positions, each with the potential to ultimately achieve production levels approaching one billion cubic feet per day net to EnCana, which is comparable

in size to the potential we have announced in our more-established plays at Montney in northeast B.C. and Deep Bossier in East Texas."

## INCREASED UNCONVENTIONAL OIL AND GAS ACTIVITY PREDICTED FOR PEACE REGION

Petrowest Energy Services Trust is just one of several oilpatch companies poised to take advantage of the new unconventional natural gas plays that appear to be coming on stream in northeastern BC.

The company says it has been moving equipment into the northeastern BC and the Northwest Territories in anticipation of what it believes to be a bevy of activity in the near future.

Recently, the government of British Columbia announced a record of \$441

million in land sales, with the Horn River Basin and Montney areas in northeastern BC playing a prominent role in the bidding.

The two regions are believed to hold huge unconventional natural gas reserves.

Petrowest, which is based in Grande Prairie, has recently opened up a new yard in Fort Nelson, BC in anticipation of a potential increase in demand for services.

Meanwhile, Mike Dawson, president

of Canadian Society of Unconventional Gas, recently paid a visit to the BC Peace and predicted that newer technologies, such as horizontal drilling in shale gas formations, will lead to higher activity in areas that have gone unexplored in the past.

During his tour, which included stops in Hudson's Hope and Chetwynd, Dawson suggested that unconventional sources such as coalbed methane and shale gas are becoming increasingly attractive to industry.

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# AINSWORTH ANNOUNCES RECAPITALIZATION PLAN

A recapitalization plan unveiled last month by Ainsworth Lumber Company Ltd. will see virtually all of the majority family-owned and run company handed over to debtholders.

"The management and board of directors of the company believes that, in view of the challenges and risks to the company's ongoing viability created by the current oriented strand board market and the company's existing capital structure, the recapitalization is the best alternative available to the company and its lenders, noteholders, shareholders and other stakeholders," the company said in a statement.

The move will also see the appointment of a new board of directors and management team.

Currently, half of the 10-member board is comprised of Ainsworth family members who hold the positions of chief executive, chairman, president, chief operating officer and executive vice-president.

Like many businesses in the forestry industry, the OSB company has been pounded by the slumping US housing market in the last couple of years and has implemented periodic downtimes in an attempt to alleviate the lack of demand for product.

Ainsworth was founded in 1950 by David Ainsworth and the company owns

mills in Alberta, British Columbia and Ontario, as well as three mills in Minnesota.

The company's largest debtholders are Barclays Bank PLC, Tricap Partners II L.P. and HBK Master Fund L.P.

Ainsworth noted that there would be "consulting and severance arrangements with certain members of management" in the wake of the recapitalization announcement.

The deal involves the exchange of \$823.5 million in unsecured notes for equity and US\$150 million of new unsecured notes.

