

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Wednesday, January 30, 2008
2:00 p.m.**

**Zama Community Hall
Zama, Alberta**

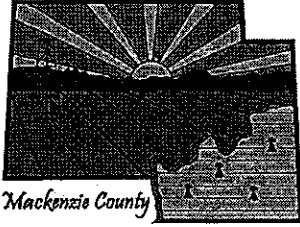
AGENDA

				Page
CALL TO ORDER:	1.	a)	Call to Order	
AGENDA:	2.	a)	Adoption of Agenda	
ADOPTION OF THE PREVIOUS MINUTES:	3.	a)	Minutes of the January 8, 2008 Regular Council Meeting	7
BUSINESS ARISING OUT OF THE MINUTES:	4.	a)	Mackenzie County School Zone Review – La Crete Public School	21
		b)		
		c)		
DELEGATIONS:	5.	a)	RCMP	
		b)	ISL Engineering Zama Water Treatment Plant Update	
GENERAL REPORTS:	6.	a)	Mackenzie Housing Management Board Meeting Minutes – November 29, 2007	23
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PUBLIC HEARINGS:	7.	a)	Bylaw 662/08 Land Use Bylaw Amendment to Rezone Part of SW 17-117-04-W6M from Public/Institutional District (HP) to Hamlet General	43

District 1 (HG1) (Hamlet of Zama)

TENDERS:	8.	a)	La Crete Waste Transfer Station Caretaking Contract – 3:00 pm	
COUNCIL COMMITTEE, CAO AND DIRECTORS REPORTS:	9.	a)	None	
CORPORATE SERVICES:	10.	a)	Tangible Capital Assets (TCA) Policy FIN026	53
		b)	Consulting Services	63
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		e)	Vitalize Conference 2008	73
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OPERATIONAL SERVICES:	11.	a)	Parks and Recreation Committee Terms of Reference	147
		b)	Road and Gravel Projects	
		c)	Tompkins Landing Campground	151

- d)
- e)
- PLANNING, EMERGENCY, AND ENFORCEMENT SERVICES:**
 - 12. a) Development Permit Statistics Report (2005-07) 153
Year End Comparisons
Residential Building Activity Comparisons
Subdivision Applications
Ten Year Comparison Charts
 - b) Community Planning Association of Alberta 181
 - c)
 - d)
- IN CAMERA SESSION:**
 - 13. a) Personnel
 - b) Special Projects
 - c) Inter-municipal Negotiations
 - d) Forestry
 - e) Legal
 - f)
 - g)
- NEXT MEETING DATE:**
 - 14. a) Regular Council Meeting
Tuesday, February 12, 2008
10:00 a.m.
Council Chambers, Fort Vermilion, AB
- ADJOURNMENT:**
 - 15. a) Adjournment



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 30, 2008
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Minutes of the January 8, 2008 Regular Council Meeting

BACKGROUND / PROPOSAL:

Minutes of the January 8, 2008 Regular Council meeting are attached.

OPTIONS & BENEFITS:


N/A

COSTS & SOURCE OF FUNDING:

N/A

RECOMMENDED ACTION:

That the minutes of the January 8, 2008 Regular Council meeting be adopted as presented.

Author: C. Gabriel Review by: _____ CAO 

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

Tuesday, January 8, 2008

10:00 a.m.

**Council Chambers
Fort Vermilion, AB**

PRESENT:

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

ABSENT:

Dicky Driedger Councillor

ADMINISTRATION:

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

ALSO PRESENT:

Susan McNeil, The Echo

Minutes of the Regular Council meeting for Mackenzie County held on January 8, 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 10:11 a.m.

AGENDA:

2. a) Adoption of Agenda

MOTION 08-01-001

MOVED by Councillor Neufeld

That the agenda be adopted as amended with the addition of:
10. j) La Crete Community Library Funding Request
Move 13. e) Health Authority to 10. k)

CARRIED

**ADOPTION OF THE
PREVIOUS MINUTES:**

3. a) Minutes of the December 11, 2007 Regular Council Meeting

MOTION 08-01-002

MOVED by Councillor Braun

That the minutes of the December 11, 2007 Regular Council meeting be adopted as presented.

CARRIED

3. b) Minutes of the December 17 & 18, 2007 Special Council Meeting

MOTION 08-01-003

MOVED by Councillor Toews

That the minutes of the December 17 & 18, 2007 Special Council meeting be adopted as presented.

CARRIED

**BUSINESS ARISING
OUT OF THE MINUTES:**

4. b) La Crete Community Library Funding Request

MOTION 08-01-004

MOVED by Councillor Braun

That a letter be sent to the La Crete Community Library regarding their funding request as discussed at the December 17, 2007 budget meeting.

CARRIED

4. a) Land Request in Zama

MOTION 08-01-005

MOVED by Councillor Wardley

That administration be instructed to complete the subdivision to Hamlet General standards from Plan 962-3203 south east to the County office in Zama.

CARRIED

MOTION 08-01-006

MOVED by Councillor Watson

That first reading be given to Bylaw 662/08 to rezone part of SW 18-117-4-W6M from Institutional to Hamlet General in Zama.

CARRIED

GENERAL REPORTS:

6. a) Mackenzie Housing Management Board Meeting Minutes – October 31, 2007

MOTION 08-01-007

MOVED by Councillor Braun

That the Mackenzie Housing Management Board meeting minutes of October 31, 2007 be received for information.

CARRIED

6. b) Municipal Planning Commission Meeting Minutes November 27, 2007

MOTION 08-01-008

MOVED by Councillor J. Driedger

That the Municipal Planning Commission meeting minutes of November 27, 2007 be received for information.

CARRIED

MOTION 08-01-009

MOVED by Councillor Froese

That administration be instructed to bring back information regarding home based businesses.

CARRIED

PUBLIC HEARINGS:

7. a) None

TENDERS:

8. a) None

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

9. a) Council Committee Reports

Councillor Neufeld had no items to report.

Councillor Braun reported on the Mighty Peace Tourism meeting, La Crete Recreation Board meeting, County Christmas supper, Special Council (budget) meetings, and La Crete Building Committee meetings.

Councillor Froese had no items to report.

Reeve Newman reported on the La Crete Building Committee meetings, Special Council (budget) meetings, and meetings with

the Town of High Level.

Deputy Reeve Sarapuk reported on the Veterinary Services Incorporated meeting, meeting with Ainsworth and Sustainable Resource Development, Regional Economic Development Initiative videoconference and tourism meeting, Special Council (budget) meetings, Agriculture Land Task Force, and Fort Vermilion Building Committee meetings.

Councillor J. Driedger reported on the meetings with the Town of High Level, La Crete Community Library, and the La Crete Building Committee meetings.

Councillor Toews reported on the Fort Vermilion Recreation Board and Fort Vermilion Building Committee meetings.

Councillor Wardley reported on the Zama community meeting scheduled for January 29th regarding the Zama post office.

Councillor Watson reported on the Special Council (budget) meetings and meetings with the Town of High Level.

MOTION 08-01-010

MOVED by Deputy Reeve Sarapuk

That the Council Committee verbal reports be accepted as information.

CARRIED

9. b) CAO & Director Reports

MOTION 08-01-011

MOVED by Councillor J. Driedger

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

CARRIED

DELEGATIONS:

5. a) RCMP

MOTION 08-01-012

MOVED by Councillor Froese

That the RCMP report presented by S/Sgt. Steve Wright and Cst. Lee Brachmann be received for information.

CARRIED

Reeve Newman recessed the meeting at 12:07 p.m. and reconvened the meeting at 12:53 p.m.

**CORPORATE
SERVICES:**

**10. a) Bylaw 658/07 Mackenzie Housing Subdivision Local
Improvement**

MOTION 08-01-013

MOVED by Deputy Reeve Sarapuk

That second reading be given to Bylaw 658/07 being a bylaw to approve a local improvement charge for curb, gutter, and sidewalk within the Mackenzie Housing Subdivision (52nd and 50th Avenue from 45th to 43rd Street, 43rd Street from 52nd to 50th Avenue, 44th Street north of 50th Avenue and 51st Avenue northwest of 43rd Street) in the Hamlet of Fort Vermilion.

CARRIED

MOTION 08-01-014

MOVED by Councillor Froese

That third reading be given to Bylaw 658/07 being a bylaw to approve a local improvement charge for curb, gutter, and sidewalk within the Mackenzie Housing Subdivision (52nd and 50th Avenue from 45th to 43rd Street, 43rd Street from 52nd to 50th Avenue, 44th Street north of 50th Avenue and 51st Avenue northwest of 43rd Street) in the Hamlet of Fort Vermilion.

CARRIED

10. b) Registered Apprenticeship Program (RAP)

MOTION 08-01-015
Requires 2/3

MOVED by Councillor Wardley

That administration be authorized to register the County in the Registered Apprenticeship Program and proceed with the selection of suitable candidates in cooperation with the schools representatives and that the estimated \$20,000 costs be included in the 2008 operating budget.

CARRIED

**10. c) Wages & Salaries – 2008 Cost of Living Allowance
(COLA) Increase (Union & Out of Scope Staff)**

MOTION 08-01-016
Requires 2/3

MOVED by Councillor Neufeld

That administration proceed with the Cost of Living Allowance increase as negotiated in the latest AUPE contract.

CARRIED

MOTION 08-01-017

Requires 2/3

MOVED by Councillor Braun

That the Chief Administrative Officer be authorized to approve the Cost of Living Allowance and earned merit increases for the out-of-scope employees at the same level as for the Union employees.

CARRIED UNANIMOUSLY

10. d) Fort Vermilion Midget Hockey Team – Request for Funding

MOTION 08-01-018

MOVED by Councillor Wardley

That the Fort Vermilion midget hockey team funding request be received for information.

CARRIED

10. e) Truck Purchase

MOTION 08-01-019

Requires 2/3

MOVED by Councillor Braun

That the 2007 budget be amended to include the purchase of a \$35,000 truck with funding coming from the Emergency Services Reserves.

CARRIED

10. f) 2008 Operating and Capital Budget Review Date

MOTION 08-01-020

MOVED by Councillor Neufeld

That the next 2008 budget review date be set for Friday, February 1, 2008 at 10:00 a.m. in Fort Vermilion.

CARRIED

10. g) Attendance at Association Meetings

MOTION 08-01-021

MOVED by Councillor J. Driedger

That all Councillors and appropriate administration be authorized to attend the following at their discretion:

- Alberta Association of Municipal Districts & Counties (AAMD&C) – Annual Conventions and Zone Meetings
- Alberta Urban Municipalities Association (AUMA) Annual Conventions

CARRIED

MOTION 08-01-022

MOVED by Councillor Watson

That three Councillors be authorized to attend the Federation of Canadian Municipalities (FCM) Annual Conference on a rotational basis along with the Reeve and the Chief Administrative Officer.

CARRIED

10. h) REDI Letter of Support – 2008 CISP Funding Application

MOTION 08-01-023

MOVED by Deputy Reeve Sarapuk

That a letter of support be sent to Foreign Affairs and International Trade Canada for the REDI Community Investment Support Program.

CARRIED

10. i) Information/Correspondence Items

MOTION 08-01-024

MOVED by Councillor Toews

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

CARRIED

Councillor Froese left the meeting at 1:30 p.m.

10. j) La Crete Community Library

MOTION 08-01-025

MOVED by Councillor Wardley

That administration forward one lump sum payment to the non-profit organizations, library and recreation boards by the 15th of February.

CARRIED

10. k) Health Authority

MOTION 08-01-026

MOVED by Councillor Neufeld

That administration draft a letter to the Northern Lights Health Authority requesting their long term plans for the west side of the health region.

CARRIED

Reeve Newman recessed the meeting at 1:40 p.m. and reconvened the meeting at 1:52 p.m.

**OPERATIONAL
SERVICES:**

11. a) Engineering

MOTION 08-01-027

MOVED by Councillor Braun

That the County engineering firms be reduced to include the following and that administration be instructed to prepare service agreements with them.

- Stewart, Weir & Co.
- AMEC Engineering
- ISL Engineering
- EXH Engineering

CARRIED

Councillor Froese rejoined the meeting at 1:58 p.m.

11. b) Alberta Traffic Safety Plan Host Agency Agreement

MOTION 08-01-028

MOVED by Councillor Neufeld

That the County enter into an agreement with the University of Alberta for the hosting of the Regional Traffic Safety Coordinator position and that they be located in the adjacent building.

CARRIED

11. c) Road Protection Agreement

MOTION 08-01-029

MOVED by Councillor Neufeld

That the road protection agreement be tabled for more information and that administration conduct meetings with small County contractors.

CARRIED

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

12. a) Bylaw 661/07 Area Structure Plan Part of SW 12-106-16-W5M – George Fehr (La Crete Rural)

MOTION 08-01-030

MOVED by Councillor Toews

That first reading be given to Bylaw 661/07, being a bylaw to adopt the Area Structure Plan for SW 12-106-16-W5M west of La Crete.

CARRIED

MOTION 08-01-031

MOVED by Councillor Froese

That second reading be given to Bylaw 661/07, being a bylaw to adopt the Area Structure Plan for SW 12-106-16-W5M west of La Crete.

CARRIED

MOTION 08-01-032
Requires Unanimous

MOVED by Councillor Braun

That consideration be given to go to third reading of Bylaw 661/07, being a bylaw to adopt the Area Structure Plan for SW 12-106-16-W5M west of La Crete at this meeting.

CARRIED UNANIMOUSLY

MOTION 08-01-033

MOVED by Councillor Neufeld

That third reading be given to Bylaw 661/07, being a bylaw to adopt the Area Structure Plan for SW 12-106-16-W5M west of La Crete.

CARRIED

12. b) Encroachments

MOTION 08-01-034

MOVED by Councillor Neufeld

That Mackenzie County enter into an encroachment agreement, at the Developer's cost for Development Permit 217-DP-07 on Plan 032-1401, Block 29, Lot 1, in the name of Henry and Trudy Martens, for the placement of the fence four feet onto a municipal road plan; that the encroachment agreement be registered on the title by caveat and that all future requests for encroachment agreements be reviewed individually.

DEFEATED

MOTION 08-01-035

MOVED by Councillor Braun

That the encroachment agreements be received for information.

CARRIED

12. c) Mackenzie County School Zone Review

MOTION 08-01-036

MOVED by Councillor Neufeld

That the La Crete Public School zone review be tabled to the next meeting.

CARRIED

12. d) La Crete Building Committee

MOTION 08-01-037

MOVED by Councillor J. Driedger

That Council approve the La Crete Building Committee recommended site 4 location (portion of NW 3-106-15-W5M) for the building of the Municipal office in La Crete as discussed.

CARRIED

MOTION 08-01-038

MOVED by Councillor Braun

That Council approve the La Crete Building Committee recommended consultant, Focus Engineering, for the building of the Municipal office in La Crete.

CARRIED

Reeve Newman recessed the meeting at 2:50 p.m. and reconvened the meeting at 3:04 p.m.

Councillor J. Driedger declared himself in conflict of interest and left the meeting at 3:04 p.m.

12. e) Norwood Transport – Request to Waive a Fire Invoice

MOTION 08-01-039

MOVED by Councillor Froese

That Council move in camera at 3:07 p.m. to discuss the request to waive a fire invoice.

CARRIED

MOTION 08-01-040

MOVED by Councillor Watson

That Council move out of camera at 3:17 p.m.

CARRIED

MOTION 08-01-041

MOVED by Councillor Wardley

That Norwood Transport pay fire invoice #5569 in full in the amount of \$4,181.50.

CARRIED

Councillor J. Driedger rejoined the meeting at 3:18 p.m.

12. f) Sale of Watercraft Equipment

MOTION 08-01-042

MOVED by Councillor Wardley

That all County owned watercraft equipment be sold and that proceeds be transferred to the Emergency Services Reserve.

CARRIED UNANIMOUSLY

IN CAMERA SESSION:

MOTION 08-01-043

MOVED by Councillor Wardley

That Council move in-camera to discuss issues under the Freedom of Information and Protection of Privacy Regulations 18 (1) at 3:22 p.m.

- 13. a) Personnel
- 13. b) Special Projects
- 13. c) Inter-municipal Negotiations
- 13. d) Forestry

13. f) La Crete Office Consolidation

CARRIED

MOTION 08-01-044

MOVED by Councillor J. Driedger

That Council move out of camera at 4:08 p.m.

CARRIED

MOTION 08-01-045

MOVED by Councillor Froese

That the in-camera items be received for information.

CARRIED

NEXT MEETING DATE:

14. a) Regular Council Meeting

Regular Council Meeting
Wednesday, January 30, 2008
2:00 p.m.
Zama Community Hall, Zama, AB

ADJOURNMENT:

15. a) Adjournment

MOTION 08-01-046

MOVED by Councillor Toews

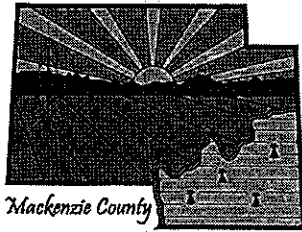
That the Regular Council meeting be adjourned at 4:13 p.m.

CARRIED

These minutes will be presented to Council for approval on Wednesday, January 30, 2008

Greg Newman, Reeve

Carol Gabriel, Executive Assistant



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 30, 2008
Presented By:	Ryan Becker, Director of Planning & Emergency Services
Title:	Mackenzie County School Zone Review – La Crete Public

BACKGROUND / PROPOSAL:

At the January 8, 2008 council meeting it was requested that administration prepare a report regarding the school zone at the La Crete Public School along 100 street.

OPTIONS & BENEFITS:

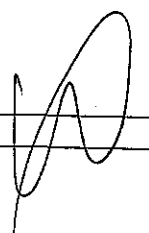
Report to be presented at meeting.

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

For discussion.

Author: J. Gabriel	Reviewed by:	CAO
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Mackenzie County

Office of Emergency Services

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

E-mail: rbecker@mackenziecounty.com

Directors Report – Re: Motion 08-01-36

Administration was asked to review the La Crete public school zone and provide a recommendation on whether it would be prudent to remove the school zone on 100th Street in La Crete. I have reviewed the school zone and determined that the school zone is roughly 190 meters in length. Calculations were based on (1) the extra time it takes to go through the school zone, (2) perception reaction time and (3) stopping distances. The following is provided for discussion to Council to make a determination.

- 1) The time required to pass through the school zone is as follows.
 - a) At 50 km/hr a vehicle travels at 13.8 m/s
 - i) 190m divided by 13.8 m/s equals 13.8 seconds to travel through the school zone.
 - b) At 30 km/hr a vehicle travels at 8.3 m/s
 - i) 190m divided by 8.3 m/s equals 22.9 seconds to travel through the school zone.
 - c) It takes 9 seconds longer to travel the school zone at the current speed of 30 km/hr.

- 2) Other than speed, the only part of a collision avoidance that a driver controls is the amount of time that he/she takes to complete the perception reaction process. This process involves (i) Detecting the object / hazard on the roadway (ii) Identifying the object / hazard (iii) Evaluating the situation and choosing the proper evasive move (iv) Inputting the evasive action. For an alert, normal, sober and rested person this process takes about 1.5 seconds. 3/4 of a second to perceive and 3/4 of a second to react.
 - a) At 50 km/hr a vehicle will travel for 20.70 meters ($13.8\text{m/s} \times 1.5$) before any braking will occur. Impairment, fatigue and distraction all affect a driver's perception / reaction time. For each additional second at 50 km/hr a vehicle would travel an additional 13.8 m.
 - b) At 30 km/hr a vehicle will travel for 12.45 meters ($8.3\text{ m/s} \times 1.5$) before any braking will occur.
 - c) Conclusion - A vehicle will travel a further distance of a minimum of 8.25 m if going 50 km/hr as opposed to 30 km/hr.

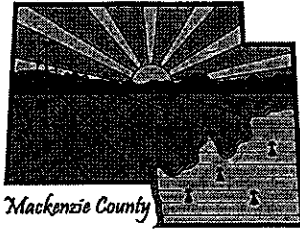
- 3) Stopping distance, once full braking occurs, physics takes over and most passenger automobiles take about the same distance to stop regardless of who the driver of the vehicle might be.
- a) At 50 km/hr a vehicle will take 34.86m to come to a complete stop. This assumes normal bare dry pavement and no delays in reacting to the hazard.
 - b) At 30 km/hr a vehicle will take 17.51m to come to a complete stop. This assumes normal bare dry pavement and no delays in reacting to the hazard.
 - c) Conclusion – it will take 17.35m longer for a vehicle to stop when travelling at 50 km/hr.

Items for consideration:

- There are several special needs students that attend the La Crete public school and consideration needs to be given to their ability to negotiate this busy street safely.
- There is also a day care located at the La Crete public school, it is unknown how often they may leave the building for outings.
- The property is not fenced.

R.N.BECKER, Director

Planning & Emergency Services



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 30, 2008
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Mackenzie Housing Management Board Meeting Minutes November 29, 2007

BACKGROUND / PROPOSAL:

Information item. The adopted minutes of the November 29, 2007 meeting are attached.

OPTIONS & BENEFITS:

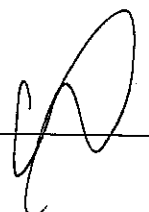
N/A

COSTS & SOURCE OF FUNDING:

N/A

RECOMMENDED ACTION:

That the Mackenzie Housing Management Board meeting minutes of November 29, 2007 be received for information.

Author: C. Gabriel Review By: _____ CAO 

Mackenzie Housing Management Board
Board Meeting Minutes
November 29, 2007
Heimstaed Lodge

Present: Wally Schroeder, George Friesen, Dave Neufeld, Jim Thompson
Sharon McLean, Bill Neufeld

Regrets: Abe Peters, Ellis Forrest

Staff: Helen Braun, Dorothy Klassen, Corrine Card

1. Called to order at 6:34pm

2. Agenda

Motion to adopt agenda with additions 6.9

Moved by Jim Thompson

Additions 6.9 Leave of absence request

Carried

3. Minutes

3.1 Motion to approve the October 31, 2007 Board meeting minutes as presented.

Moved by Bill Neufeld

Carried

4. CAO Report

Helen gave a verbal report

5. Financial Reports

5.1 Motion to approve October 31, 2007 Housing Budget Report as presented.

Moved by Sharon McLean

Carried

5.2 Motion to approve October 31, 2007 Lodge Budget Report as presented.

Moved by George Friesen

Carried

6. New Business

6.1 Health contract update

Motion to approve signing the Health contract as presented for the month of December.

Moved by George Friesen

Carried

6.2 2008 Housing Budget details

Motion to approve 2008 Housing Budget details.

Moved by Bill Neufeld

Carried

6.3 Approval of Remote Sustainable Housing unit

Motion that the Remote Sustainable Housing unit be offered to approved client

Moved by Jim Thompson

Carried

6.4 VSU proposal for access to office space in Fort Vermillion
Motion that Mackenzie Housing work toward a possible partnership for office /staff sharing with Victim Services Unit.
Moved by Sharon McLean Carried

6.5 2008-2010 Business Plan
Motion that Mackenzie Housing complete the Business plan in early 2008 to be submitted by March.
Moved by George Friesen Carried

6.6 ASCHA Conference
Wally reported that the conference was a success

6.7 Staff appreciation supper
Good turn out

6.8 Christmas supper with lodge residents
Christmas supper will be held on December 18, 2008 @ 5:30pm all Board members welcome.

6.9 Leave of absence request
Motion to approve a 3 month leave of absence for Dave Neufeld from December 2007 to March 2008.
Moved by Bill Neufeld Carried

7. Information items
Motion that information items 7.1 & 7.2 be accepted as information.
Moved by Dave Neufeld Carried

Board took a lunch break at 12:16, called back to order at 12:55

8. In Camera
Motion to go in camera at 7:58pm.
Moved by George Friesen Carried

Motion to come out of in camera at 8:48pm.
Moved by Jim Thompson Carried
Salary grids discussed

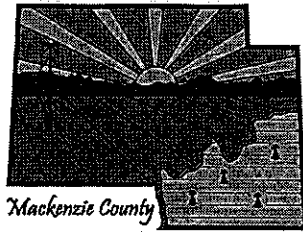
Motion to adjourn at 8:50pm.
Moved by Jim Thompson Carried

Next meeting date set for December 19, 2007 @ 9:00am.

The November 29, 2007 Minutes were adopted this 19 day of December, 2007.

Chairman of the board
Wally Schroeder

CAO
Helen Braun



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 30, 2008
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Municipal Planning Commission Meeting Minutes December 10, 2007

BACKGROUND / PROPOSAL:

Information item. The adopted minutes of the December 10, 2007 meeting are attached.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

RECOMMENDED ACTION:

That the Municipal Planning Commission meeting minutes of December 10, 2007 be received for information.

Author: C. Gabriel

Review By: _____

CAO

**Mackenzie County
Municipal Planning Commission Meeting**

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

Monday, December 10, 2007 @ 9:00 a.m.

PRESENT

Peter Braun	Chair, Councillor
Ed Froese	Councillor
Manfred Gross	MPC Member (arrived at 9:51 a.m.)
Beth Kappelar	MPC Member
Ryan Becker	Director of Planning and Emergency Services
Vicky Krahn	Planning Administrative Support
Eva Schmidt	Planning Supervisor

ABSENT

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

1. CALL TO ORDER

Peter Braun called the meeting to order at 9:10 a.m.

2. ADOPTION OF AGENDA

MOTION 07-351 **MOVED** by Beth Kappelar

That the agenda be adopted with the following addition:

5d) Subdivision Application 40-SUB-07
Plan 1425TR, Block 6, Lot 17; La Crete
David & Gertrude Martens

CARRIED

3. ADOPTION OF MINUTES

MOTION 07-352 **MOVED** by Councillor Froese

That the minutes of the November 27, 2007 Municipal Planning Commission meeting be adopted as presented.

CARRIED

4. **DEVELOPMENT**

a) **Development Permit Application 302-DP-07
Cornie Teichroeb; Single Family Dwelling with Attached
Garage and Variance
Plan 052 4647, Block 31, Lot 14; La Crete**

Cornie Teichroeb was present to discuss the proposed development with the Municipal Planning Commission.

A Single Family Dwelling with an Attached Garage is a permitted use within a Hamlet Residential District 1A zone. The proposed development is being presented to the Municipal Planning Commission due to the Developers desire to change the front yard setback.

The developer submitted a development permit application with two site plans showing two separate houses and the proposed location on the subject lot.

Administration mentioned that the desire is to have all buildings align within a residential district. In a cul-de-sac this is more difficult to accomplish. A developed property on the opposite side of this cul-de-sac has met the required 25 foot setback. The Municipal Planning Commission could consider aligning the buildings on each side of the cul-de-sac and thereby grant a variance for the subject development permit. This would mean that if lot 15, adjacent to the west of the proposed property were to be developed they would need to follow the same setbacks as this development.

Administration stated that they would prefer that the Municipal Planning Commission grant a 10 foot variance versus a 29 foot variance.

Mr. Teichroeb's concern is parking availability; the front lot size does not allow for numerous vehicles to park on the street and he does not want to congest the street with vehicles.

Mr. Teichroeb stated that he would be content with the 35 foot setback as this would allow more parking on the property.

MOTION 07-353 MOVED by Councillor Froese

That Development Permit 302-DP-07 on Plan 052 4647, Block 31, Lot 14 in the name of Cornie Teichroeb, be approved with the following conditions:

1. A 3.05 meters (10 foot) front yard variance is hereby granted.
2. The front of the building shall be 10.67 meters (35 feet) from the front property line; minimum building setbacks for the side and rear yards are: 2.43 meters (8 feet) rear yard or 1.52 (5 feet) when using subsurface utilities; 1.52 meters (5 feet) side yard, from the property lines.
3. The house shall face 99A Avenue and be located toward the west boundary of the lot, with the garage to be attached to the southeast side of the house.
4. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall compliment the natural features and character of the site to the satisfaction of the Development Authority.
5. Building to be connected to the Municipal water and sewer system and the cost of connection fees will be borne by the owner where applicable.
6. The Municipality has assigned the following address to the noted property (10910– 99A Avenue). You are required to display the address (10910) 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.
7. 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.”*
8. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.

9. Where the lowest opening of the house is 25 feet from the front property line it is required to be at a minimum 4% grade above the curb level. Where the lowest opening of the house is 50 feet from the front property line it is required to be at a minimum 2% grade above the curb level.

CARRIED

Agenda item 4b to be discussed later on in the meeting.

5. SUBDIVISION

Subdivision Applications 5a and 5b to be discussed later on in the meeting.

c) Subdivision Application 44-SUB-07 Part of SW 9-106-15-W5M; La Crete Peter Fehr (J & L Investments)

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

The Municipal Planning Commission approved this subdivision application at their October 12, 2007 meeting, however, since then the development department has discovered that a Quonset is situated on the proposed property line. When the subdivision application was submitted to the Municipal Planning Commission for decision the Quonset was not indicated on the tentative plan. The development department has requested a revised plan from the surveyor showing the exact location of the Quonset.

The Developer intends to move the Quonset however he is in the process of selling the lands to J & L Investments and as a result the moving of the Quonsets may be overlooked.

Mr. Driedger stated that he will meet with Barlow Surveying to discuss the matter of the Quonset on the property line as well as ensure that everything is in order for the subdivision to proceed.

MOTION 07-354 MOVED by Beth Kappelar

That subdivision application 44-SUB-07 on Part of SW 9-106-15-W5M in the name of Peter Fehr (J & L Investments) be received as information.

CARRIED

4. **DEVELOPMENT**

b) **Unauthorized Development**
Peter K. and Margaret Froese; Single Family Dwelling
Addition
NW 13-105-15-W5M; La Crete Rural

Peter K. Froese spoke with Peter Braun and Ed Froese recently; he mentioned that the development permit application and payment were placed in the mail and that the Planning Department should be receiving it shortly.

MOTION 07-355 MOVED by Council Froese

That the unauthorized single family dwelling addition on NW 13-105-15-W5M in the name of Peter K. and Margaret Froese be tabled till the next meeting.

CARRIED

5. **SUBDIVISION**

a) **Subdivision Application 36-SUB-05**
SE 21-110-18-W5M; High Level Rural
Ben J. Harder

MOTION 07-356 MOVED by Beth Kappelar

That a time extension be granted to December 10, 2008 for subdivision application 36-SUB-05 on SW 12-107-14-W5M in the name of Ben J. Harder.

CARRIED

**b) Subdivision Application 60-SUB-05
SW 12-107-14-W5M; Blumenort Area
Derk and Agnes Friesen**

MOTION 07-357 **MOVED** by Councillor Froese

That a time extension be granted to December 10, 2008 for subdivision application 60-SUB-05 on SW 12-107-14-W5M in the name of Derk and Agnes Friesen.

CARRIED

MOTION 07-358 **MOVED** by Beth Kappelar

That no further time extension be allowed for subdivision application 60-SUB-05 on SW 12-107-14-W5M in the name of Derk and Agnes Friesen. Furthermore, that the Developer be made aware of this decision.

CARRIED

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

MOTION 07-359 **MOVED** by Beth Kappelar

That the access for subdivision 40-SUB-07 on Plan 1425TR, Block 6, Lot 17 in the name of David and Gertrude Martens be required to be amended to a 12 meter width, 6 meters on either side of the proposed new property line, or 2, 6 meters accesses, in accordance with Mackenzie County standards. The access upgrade or new access is not required to be paved.

CARRIED

6. **MISCELLANEOUS ITEMS**

- a) **George Fehr**
Area Structure Plan
SW 12 -106-16-W5M; La Crete Rural

MOTION 07-360 **MOVED** by Beth Kappelar

That the Area Structure Plan for George Fehr on SW 12-106-16-W5M be presented to Council for adoption at the next meeting.

CARRIED

- b) **Fee Schedule Bylaw**

The fee schedule bylaw was discussed. The Municipal Planning Commission decided that an effective date of March 1, 2008 should be included in the bylaw.

- c) **Vanguard Realty Ltd.**

Vanguard Realty Ltd. (Henry Enns) has an ad in the Big Deal Bulletin stating that he is considering selling blocks of undeveloped lots in the Hamlet of La Crete. Peter Braun questioned if the County should be concerned with this venture. Mr. Enns still owes the County Municipal Reserve, the Municipal Planning Commission will need to ensure that Mr. Enns fulfills this requirement.

Administration stated that since the blocks of land are on the same title, these blocks would need to be subdivided and all subdivisions are presented to the Municipal Planning Commission for decision.

- d) **Action List**

The Action List of November 27, 2007 was reviewed.

Baseball Park – No one from the Baseball Park committee has come forward with a new design for the park. Due to Vanguard Realty owing the County municipal reserve perhaps administration needs to pursue obtaining land from this developer for the baseball park.

7. **IN CAMERA**

There were no In Camera items to discuss.

8. **NEXT MEETING DATES**

Municipal Planning Commission meeting dates are scheduled as follows:

- Wednesday, January 9, 2008 at 2:00 p.m. in La Crete

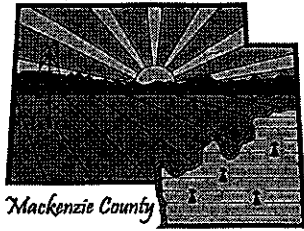
9. **ADJOURNMENT**

MOTION 07-361 **MOVED** by Manfred Gross

That the meeting be adjourned at 10:19 a.m.

CARRIED

These minutes were adopted this 9th day of January 2007.



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 30, 2008
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	Finance Committee Meeting Minutes November 28, 2007

BACKGROUND / PROPOSAL:

Information item. The adopted minutes of the November 28, 2007 Finance Committee meeting are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

That the Finance Committee meeting minutes of November 28, 2007 be received for information.

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

That Mackenzie Housing and 45th Street reconstruction project tenders be opened.

CARRIED

Ruel Brothers	\$3,752,126.70
Knelsen Sand & Gravel	\$2,127,401.00

Ray Toews joined the meeting at 1:08 p.m.

MOTION 114/07 MOVED by Peter Braun

That recommendation be taken to Council to award the Mackenzie Housing and 45th Street contract to the lowest bidder.

CARRIED

b) Terms of Reference – Finance Committee

MOTION 115/07 MOVED by Stuart Watson

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

CARRIED

c) Review of Purchasing Policy

MOTION 116/07 MOVED by Peter Braun

That a recommendation be taken to Council to approve the Purchasing Policy as amended.

CARRIED

Ray Toews called for recess at 1:35 p.m.

Ray Toews recessed the meeting at 1:45 p.m.

d) Review of payment procedure & use of signing software

MOTION 117/07 MOVED by Stuart Watson

That a recommendation be taken to Council to approve the FIN024 as amended.

CARRIED

e)

MOTION 118/07 MOVED by Stuart Watson

That consideration be given to move in camera to discuss the following matters as allowed under FOIPP (2:18 p.m.):

- 4. e) Recommended monthly write-offs and transfers to taxes/collections

CARRIED

MOTION 119/07 MOVED by Peter Braun

That consideration be given to move out camera (2:30 p.m.).

CARRIED

MOTION 120/07 MOVED by Bill Neufeld

That the overdue balances be written off, transferred to taxes and sent to collections as per the existing bylaws and policies.

CARRIED

- f) **Financial update per October 30, 2007**

MOTION 121/07 MOVED by Peter Braun

That the October 30, 2007 financial update be received for information.

CARRIED

- g) **Bursary Application**

MOTION 122/07 MOVED by Stuart Watson

That a response be sent to the applicant asking to apply in the coming year by the due date.

CARRIED

- h) **Audit Plan for financial statements of 2007**

MOTION 123/07 MOVED by Bill Neufeld

That the draft audit plan be received for information.

CARRIED

NEXT MEETING
DATE:

- 5. a) **Next Meeting Date**

MOTION 124 /07

MOVED by Peter Braun

That the next meeting be on January 9, 2008 at 5:00 p.m. in Fort Vermilion Council Chambers.

CARRIED

ADJOURNMENT:

6. a) Adjournment

MOTION 125/07

MOVED by Stuart Watson

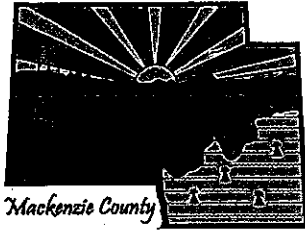
That the Finance Committee be adjourned at 3:30 p.m.

CARRIED

These minutes were adopted this 9 day of January, 2008.

Raymond Toews, Chair

Joulia Whittleton,
Director of Corporate
Services/Recording Secretary



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 30, 2008
Presented By:	William Kostiw, Chief Administrative Officer
Title:	PUBLIC HEARING Bylaw 662/08- Land Use Bylaw Amendment to Rezone Part of SW 17-117-04-W6M from Public/Institutional District (HP) to Hamlet General District 1 (HG1) (Hamlet of Zama)

BACKGROUND / PROPOSAL:

Bylaw 662/08, was given first reading at the January 8, 2008 Council meeting, being a Land Use Bylaw amendment to rezone Part of SW 17-117-04-W6M in the Hamlet of Zama from Public/Institutional District "HP" to Hamlet General District 1 "HG1" to accommodate a multiple lot subdivision for urban-type land uses.

OPTIONS & BENEFITS:

December 2007 a proposal was brought forth to Mackenzie County by John Froese (Trail Transport) to purchase County owned land adjacent to his lot in Zama. The portion of land that Mr. Froese wishes to purchase is from an expanse of undeveloped land within the Hamlet boundaries located between the County office and Mr. Froese's lot. The land is currently zoned as Public/Institutional District however it was re-designated to be a Hamlet General District in the future as outlined in the Zama Area Structure Plan.

The County has decided to subdivide and sell this portion of land. In order to subdivide the land for public resale it's required to be rezoned from Public/Institutional "HP" to Hamlet General District 1 "HG1". The land can then be divided into four or five large lots to be used for a multiple of various uses allowed under the Hamlet General District.

Author: Liane Lambert,
Development Officer

Reviewed by: _____

CAO _____

7.13 HAMLET GENERAL DISTRICT 1"HG1"

The general purpose of this district is to allow a variety of urban-type land uses in isolated, natural resource hamlets and settlements.

No use is to be established that is, or will become, obnoxious by way of noise, odour or fumes.

A. PERMITTED USES

- (1) Ancillary building or use.
- (2) Convenience store.
- (3) Laundromat.
- (4) Mobile Home.
- (5) Professional Office.
- (6) Retail store.
- (7) Security suite.
- (8) Service station.

B. DISCRETIONARY USES

- (1) Bulk fuel/propane sales.
- (2) Car wash.
- (3) Cardlock 1.
- (4) Contractor's business.
- (5) Hotel.
- (6) Industrial camp.
- (7) Intensive recreation.
- (8) Motel.
- (9) Oil field service.
- (10) Repair shop - Autobody.
- (11) Storage yard.
- (12) Truck wash.
- (13) Welding shop.

B. MINIMUM LOT AREA

As required by the Development Officer.

C. MINIMUM TOTAL FLOOR AREA

As required by the Development Officer.

Author: Liane Lambert,
Development Officer

Reviewed by: _____

CAO _____

D. MINIMUM YARD SETBACKS

Residential:

- 1) Front Yard - 9.1 m (30 feet).
Rear Yard - 9.1 m (30 feet).
Side Yard - 3.0 m (10 ft) each.
Side Yard on Corner Site - 9.1 m (30 feet) on side adjacent to street.

Unless otherwise required by the Development Officer.

2) Commercial:

Retail stores built adjacent to existing similar uses may be built without side yard setbacks where there is lane access unless otherwise required by the Development Officer.

Where there is not lane access - one side yard of at least 4.6 m (15 ft) shall be provided.

3) All other uses:

As required by the Development Officer.

G. THE DESIGN, CHARACTER AND APPEARANCE OF BUILDINGS

The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall compliment the natural features and character of the site to the satisfaction of the Development Officer.

H. ON-SITE PARKING

In accordance to Section 4.28 of this Bylaw.

I. LANDSCAPING

In accordance to Section 4.23 of this Bylaw.

COSTS & SOURCE OF FUNDING:

Author: Liane Lambert,
Development Officer

Reviewed by: _____

CAO _____

N/A

RECOMMENDED ACTION:

Motion 1

That second reading be given to Bylaw 662/08 being a Land Use Bylaw amendment to rezone Part of SW 17-117-04-W6M in the Hamlet of Zama from Public/Institutional District "HP" to Hamlet General District 1 "HG1".

Motion 2

That third reading be given to Bylaw 662/08 being a Land Use Bylaw amendment to rezone Part of SW 17-117-04-W6M in the Hamlet of Zama from Public/Institutional District "HP" to Hamlet General District 1 "HG1".

Author: Liane Lambert,
Development Officer

Reviewed by:

CAO

BYLAW NO. 662/07

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

**TO AMEND THE
MACKENZIE COUNTY LAND USE BYLAW**

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

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

WHEREAS, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to amend the Mackenzie County Land Use Bylaw to accommodate multiple subdivisions within the Hamlet of Zama.

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

1. That the land use designation of the subject parcel known as Part of SW 18-117-6-W6M be rezoned from Public/Institutional District "HP" to Hamlet General District 1 "HG1" as outlined in attached Schedule A.

First Reading given on the _____ day of _____, 2008.

Greg Newman, Reeve

Carol Gabriel, Executive Assistant

Second Reading given on the _____ day of _____, 2008.

Greg Newman, Reeve

Carol Gabriel, Executive Assistant

Third Reading and Assent given on the _____ day of _____, 2008.

Greg Newman, Reeve

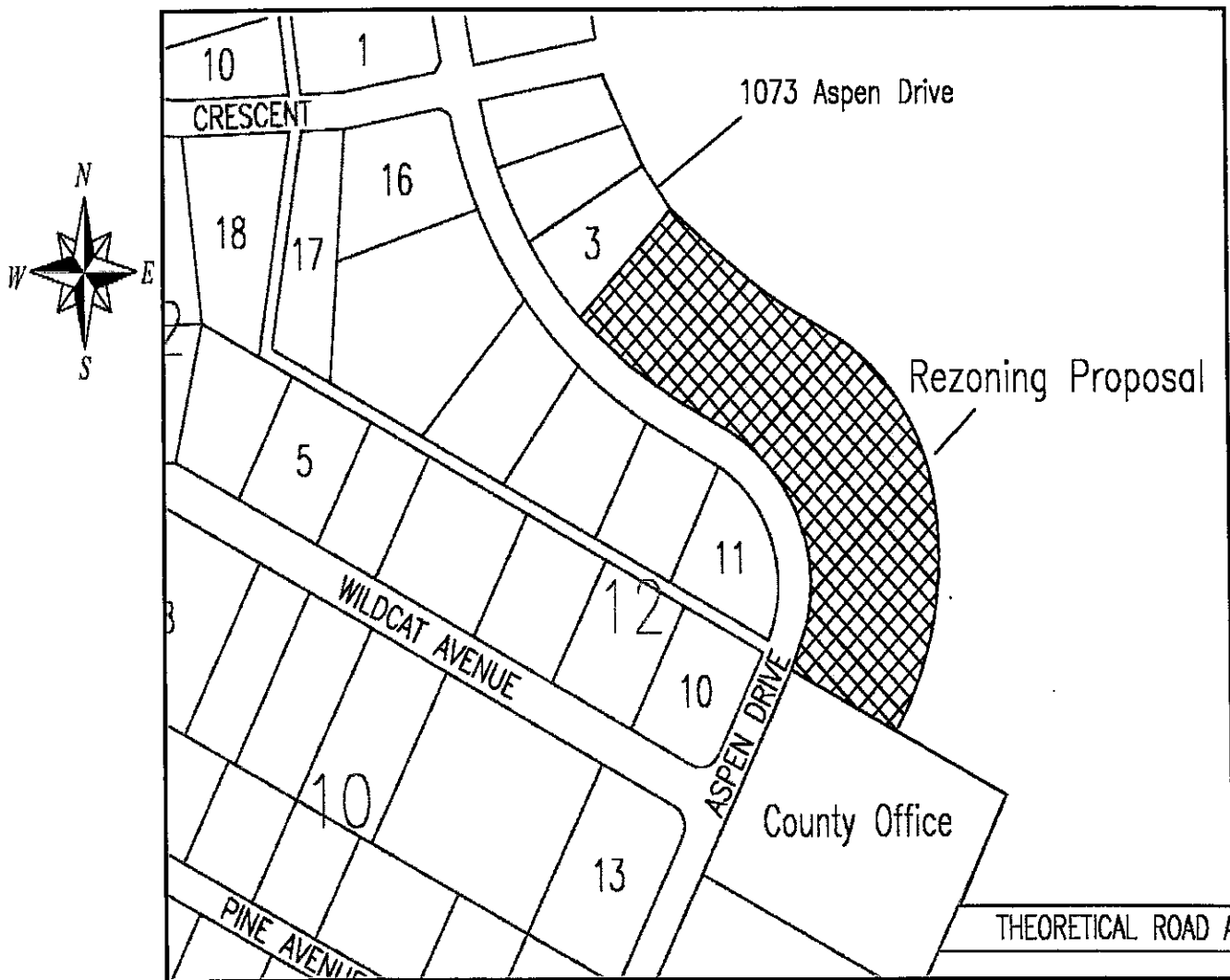
Carol Gabriel, Executive Assistant

BYLAW No. 662/07

SCHEDULE "A"

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

Part of SW 18-117-4-W6M) be rezoned from Public/Institutional District "HP" to Hamlet General District 1 "HG1" in the Hamlet of Zama.



Greg Newman, Reeve

Carol Gabriel, Executive Assistant

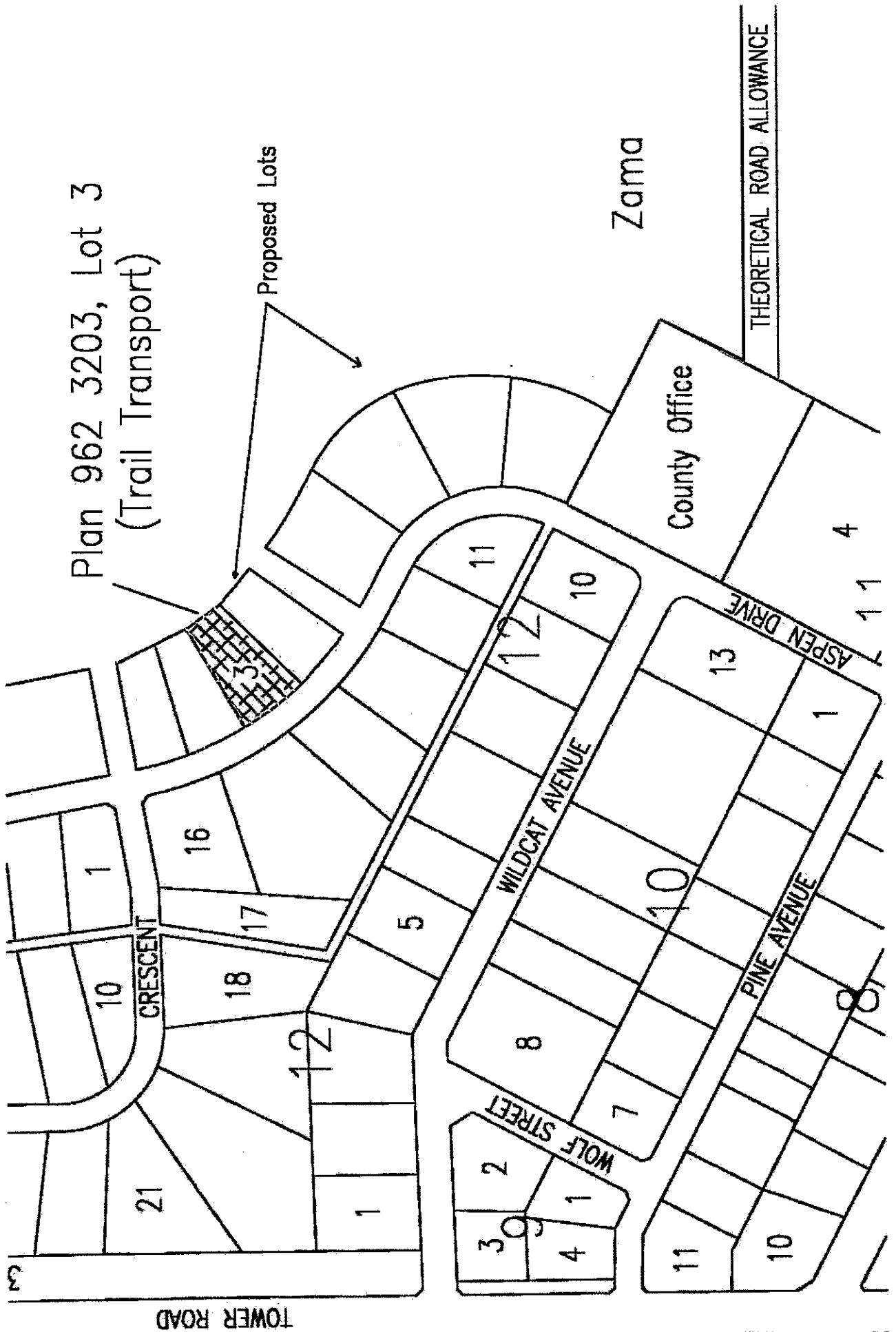
EFFECTIVE THIS _____ DAY OF _____, 2008.

Plan 962 3203, Lot 3
(Trail Transport)

Proposed Lots

Zama

THEORETICAL ROAD ALLOWANCE



Mackenzie County

PUBLIC HEARING FOR LAND USE BYLAW AMENDMENT

BYLAW _____

Order of Presentation

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

_____ Was the Public Hearing properly advertised?

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

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

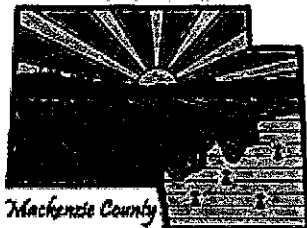
_____ Were any submissions received in regards to the proposed Land Use Bylaw Amendment? *If yes, please read them.*

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

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

_____ This Hearing is now closed at _____.

REMARKS/COMMENTS:

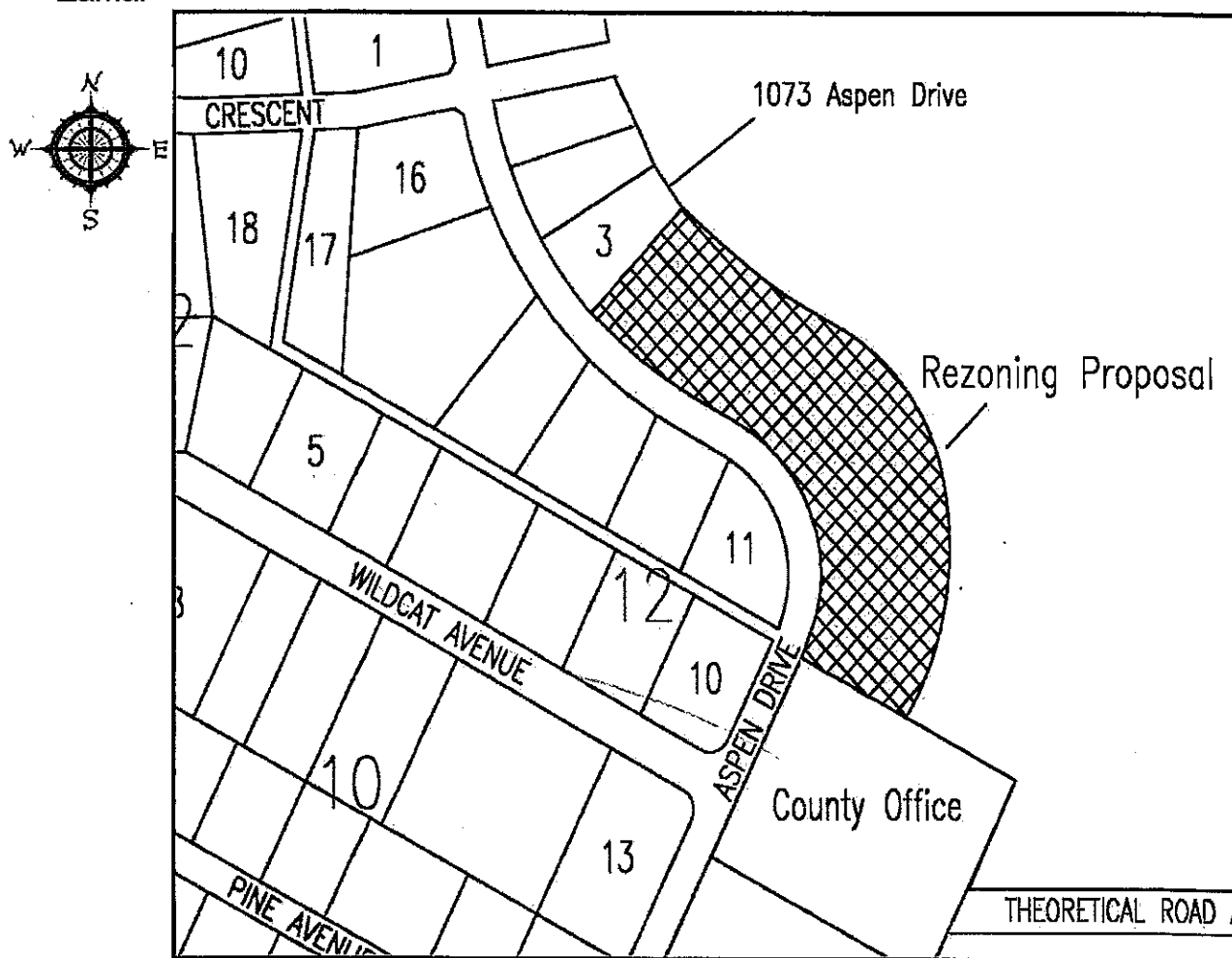


MACKENZIE COUNTY

NOTICE OF PUBLIC HEARING PROPOSED LAND-USE BYLAW NO 662/08

Pursuant to the Municipal Government Act, being Chapter M-26 of the Statutes of Alberta, notice is hereby given that the Council of Mackenzie County will hold a public hearing prior to the second reading of Bylaw No. 662/08 for an amendment to Land-Use Bylaw No. 462/04. The proposed amendment is:

That the subject parcel known as Part of SW 18-117-04-W6M be rezoned from Public/Institutional District "HP" to Hamlet General District 1 "HG1" in the Hamlet of Zama.



The Public Hearing is scheduled for 2:00 p.m., Wednesday, January 30, 2008 in the Zama Recreation Hall in the Hamlet of Zama. The proposed bylaw may be viewed at the Mackenzie County office in Zama during regular office hours. Please submit written submissions to the Development Officer prior to 4:30 p.m., Friday January 25, 2008. If you have any questions regarding the hearing, or the bylaw, please call Mackenzie County's Development Officer at 927-3718.

LEGALS, PUBLIC NOTICES, TENDERS, JOB OPPORTUNITIES, REAL ESTATE



**EMPLOYMENT OPPORTUNITY
BINGO CALLER**

The High Level Native Friendship Centre Society is seeking a Bingo Caller. The Bingo Caller will announce rules of play, prize payouts, call out bingo numbers, and other various announcements. Bingo's are Tuesday's, Friday's and Saturday's from 5:30 to 9:30 pm.

Please reply with resume to:
Cheryl-Anne Duncan, Executive Director
High Level Native Friendship Centre Society
PO Box 1735 High Level, AB T0H 1Z0
Or Fax to (780) 926-2038
Or e-mail to: cheryl.duncan@hlnfcs.ca

We thank all applicants for their interest, but only those selected will be contacted for an interview.

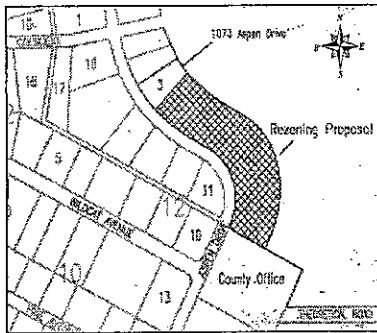


MACKENZIE COUNTY

**NOTICE OF PUBLIC HEARING
PROPOSED LAND-USE BYLAW NO 622/08**

PURSUANT TO THE MUNICIPAL GOVERNMENT ACT, being Chapter M-26 of the Statutes of Alberta, notice is hereby given that the Council of Mackenzie County will hold a public hearing prior to the second reading of Bylaw No. 662/08 for an amendment to Land-Use Bylaw No. 462/04. The proposed amendment is:

That the subject parcel known as Part of SW 18-117-04-W6M be rezoned from Public/Institutional District "HP" to Hamlet General District 1 "HG1" in the Hamlet of Zama.



The Public Hearing is scheduled for **2:00 p.m. Wednesday, January 30, 2008** at the Recreation Center in the Hamlet of Zama. The proposed bylaw may be viewed at the Mackenzie County office in Zama during regular office hours. Please submit written submissions to the Development Officer prior to **4:30 p.m. Friday January 25, 2008**. If you have any questions regarding the hearing, or the bylaw, please call Mackenzie County's Development Officer at 927-3718.

ALTA APARTMENTS

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- competitive wages, and above industry standard benefits.

Please submit resumes to: jgaudaur@coalvalley.ca or fax to: (780) 794-8146

We thank all applicants for their interest; however, only those candidates selected for an interview will be contacted.



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OPPORUNITY**

ASSISTANT COORDINATOR
(25 - 30 Hours Per Week)

- The position consists of a variety of responsibilities.
- Planning, organizing and setting up Adult Courses
 - Arranging for Instructors, completing contracts, costing courses
 - Receiving, invoicing, receipting and entering registrations in data base
 - Assist ESL Instructor and Family Literacy Facilitators
 - Council meeting preparation and minute recording
 - Other duties are required to assist Coordinator and Council.

The ideal candidate will possess the following:

- Grade 12 diploma (minimum) and some post-secondary education and experience working with adults. Interested in Lifelong learning.
- Good computer, secretarial, and customer service experience
- Able to work alone under guidance from Coordinator and Volunteer Board
- Valid driver's license and daily access to a vehicle in good working condition is essential.

Please submit resume by **January 18, 2008** to:
Coordinator
Chinchaga Adult Learning Council
Box 866, High Level, AB T0H 1Z0

Fax: (780) 926-2968 Email: calc1@telus.net

Got an interesting news tip? Call 926-2000

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Brandt Tractor is the world's largest privately held John Deere Construction & Forestry Equipment Dealer. The Company operates 21 dealerships in Western Canada. Due to industry demands and following with the growth, Brandt Tractor Ltd. has immediate openings for the following positions to be located in the following locations:

**MECHANICS & APPRENTICES -
GRANDE PRAIRIE & FORT ST JOHN**

Reporting to the Shop Foreman these are full time positions servicing John Deere Construction, Forestry and Utility equipment. Preference will be given to candidates with a Journeyman Heavy Duty, Ag or Automotive Mechanic status (will consider 2nd year apprentices and up). Experience with other product lines such as Cat, Case, Volvo, Tigercat, Komatsu or Agricultural machinery would be considered an asset.

RESIDENT HEAVY DUTY SERVICE TECHNICIANS

Residing and working in High Prairie or Valleyview, Chetwynd or surrounding areas, the qualified applicants will be responsible for servicing John Deere Construction, Forestry and Utility equipment. The successful applicants will manage parts inventories required for field activities and work closely with the service and parts departments. The successful candidates will maintain and improve on customer relations to ensure Brandt Tractor is the #1 Product Support Choice. Applicants must have inter-provincial HD journeyman ticket, with confidence in all construction and forestry practices.

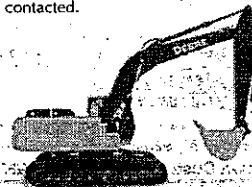
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Fax: (306) 791-5986

Visit us at <http://www.brandttractor.com> to view all employment opportunities through 52 Western Canada.



The policy has an appendix attached with respect to the asset management procedures that relate to accounting for tangible capital assets. Although the TCA task is an accounting exercise, we are considering the overall asset management procedures within our organization.

As we are working through this project, we may be amending this policy and the appendix as required because some of the guidelines with respect to accounting for the roads, bridges and land are still being developed by Municipal Affairs in order to assist municipalities with this task. We are also waiting to see if there will be any amendments to the Municipal Government Act because of the PSAB TCA requirement.

The Finance Committee was presented with the TCA progress report at their last meeting. The Committee members reviewed the proposed TCA policy and passed the following motion:

Moved by Bill Neufeld:

That a recommendation be taken to Council to approve the Tangible Capital Asset policy as presented.

Carried

COSTS & SOURCE OF FUNDING:

The implementation of the PSAB recommendation has added some costs already and may add additional costs during 2008-2009:

- We purchased the Fixed Asset module in 2007 for \$5,400 and some training may be required in 2008 (the estimated training budget included in our 2008 general operating budget);
- There may be some costs of involving an engineering firm to assist with the assessment of the engineered structures (ISL Engineering is currently working on our road and utility networks maps);
- Additional staff time may be required, although to-date we managed to perform the work during our regular working hours. We may require some involvement from the non-accounting staff: Utilities Officers, Leadhands and Mechanics for example.

RECOMMENDED ACTION:

That the Tangible Capital Assets Policy FIN026 be approved as presented.

Author: _____ Review Date: _____ CAO _____

Mackenzie County

Title	Tangible Capital Assets	Policy No:	FIN026
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Legislation Reference	Municipal Government Act, section 276(1)
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Purpose To provide guidance for the accounting for tangible capital assets.

Contents:

1. Accounting

- 1.1 Asset classes to use
- 1.2 Capitalization threshold / criteria
- 1.3 Valuation
- 1.4 Depreciation
- 1.5 Disposal and replacement
- 1.6 Other policies
- 1.7 Procedures related to TCA

Appendix: Asset management Procedures that relate to accounting for tangible capital assets

1. Background
 2. Phases of the asset management process
 - 2.1 Acquisition
 - 2.2 Depreciation
 - 2.3 Managing the asset
 - 2.4 Maintaining the asset
 - 2.5 Asset Transfers
 - 2.6 Disposals
 3. Other policies
 4. Control matrix
-

1. Accounting

1.1 Asset classes to use

The County will classify its assets as follows:

<i>Class:</i>	General capital assets (Tangible capital assets that are not part of the Infrastructure Asset class.)	Infrastructure or linear assets (Tangible capital assets are composed of linear assets and their associated specific components, generally constructed or arranged in a continuous and connected network.)
Land	Real property in the form of a plot, lot or area.	Land as defined in the General Capital asset class <i>that is associated with infrastructure.</i>
Land improvement	Land improvements consist of betterments, site preparation and site improvements (other than buildings) that ready land for its intended use, which generally decay or break down over time.	Land improvements as defined in the General Capital asset class <i>that are associated with infrastructure.</i>
Buildings	General capital buildings include all structures that provide shelter from the elements which function independent of an infrastructure network.	Buildings as defined in the General Capital asset class <i>that are associated with infrastructure.</i>
Machinery & Equipment	An apparatus, tool, device, implement or instrument that likely uses energy (for ex. human, electrical, hydraulic fuel, or thermal) to facilitate a process, function or completion of a task.	Machinery & Equipment as defined in the General Capital asset class that is associated with infrastructure.
Vehicles	A means of transportation, usually having wheels, for transporting persons or things or designed to be towed behind such an apparatus.	Vehicles as defined in the General Capital asset class <i>that are associated with infrastructure.</i>
Linear		The Linear assets sub class applies only with respect to the "Infrastructure" class and has no counterpart in the "General Capital" class.
Capital work-in-progress	The cost of tangible capital assets under construction, constructed or in an uncompleted process of acquisition by the municipality, and that are not yet in service.	

1.2 Capitalization threshold / criteria

Assets which meet the definition of a TCA and the municipality's capitalization threshold, minimum dollar level, will be capitalized as assets (put on the balance sheet), and subsequently depreciated over its useful life as determined at the time of the purchase. Acquisitions which fall below the capitalization threshold will be treated as an expense in the year acquired.

The capitalization thresholds of the municipality's assets are:

Asset Class	Threshold
Land	Capitalize only
Land Improvements	\$5,000
Buildings	\$30,000
Machinery & Equipment	\$5,000
Vehicles	\$5,000
Linear (Engineered Structures)	\$50,000
Capital work-in-progress	Capitalize only

The capitalization thresholds were determined after considering the following factors:

- impact on the statement of operations (the sensitivity factor)
- impact on the systems required for record keeping (the cost factor) and
- impact on the benchmarked cost of services (the comparability factor).

Special situation 1: purchase of multiple below-threshold assets, on one invoice

If a purchase is made of multiple small assets (each below the threshold) at the same time, then the total purchase price on the invoice will not be capitalized. The reason is that it does not concern one asset, but multiple unrelated small assets that each falls below the capitalization threshold. Example: purchasing three computers at \$2,000 each totals \$6,000. This will not be capitalized because there are three unrelated assets, each of which does not meet the threshold criteria for capitalization.

Special situation 2: one large asset, with a number of components

Significant Individual components of an asset that were acquired as part of a (one) capital asset where the individual values are less than the threshold are capitalized as part of the capital assets. However, the aggregated value should still exceed the capitalization threshold.

Significant individual components, of which the individual which exceed the capitalization threshold, will be depreciated individually over the useful life of that particular component. The useful life of a component will be limited to the useful life of the larger asset should the component's use be dependant on that of the larger asset. Example: payments for a water treatment plant can well include various 'significant individual components' that require different depreciation schedules, for example machinery, building, pipes etc.

1.3 Valuation

A TCA is initially recognized at cost, which includes all expenditure directly attributable to bringing the asset to the location and working condition for its intended use. The cost includes the estimated cost of dismantling and removing the asset including site restoration.

1.4 Depreciation

Subsequent to initial recognition a TCA is depreciated on a systematic basis over its useful life. Each part of a TCA with an individual cost which meet the capitalization threshold is depreciated separately.

Depreciation is calculated on a straight-line basis commencing from the month in which the asset was available for use. Depreciation of a TCA will be limited to its residual value, which will be reassessed on an annual basis.

The depreciation charge for each period is recognized as an expense in the income statement.

1.5 Disposal and replacement

A TCA that has reached the end of its useful life or has become obsolete will be assessed for replacement. A TCA will be replaced should there be no further use or if it is uneconomical to retain or repair. Profit or loss on disposals will be charged to the income statement in the period in which the disposal occurred.

All disposals and replacements will be authorized based on the municipality's approval matrix.

The Finance Department will be informed of all disposals for proper recording, and to ensure that depreciation for the disposed item is stopped.

1.6 Other policies

FIN021	<i>Account Code Structure</i>	Defines the structure (classification) of the County's accounting system.
--------	-------------------------------	---

1.7 Procedures that relate to TCA

The appendix shows procedures that relate to accounting for TCA.

	Date	Resolution Number
Approved	January 23, 2007	
Amended		
Amended		

Appendix: Asset management procedures that relate to accounting for tangible capital assets

1. Background

Although the new accounting requirements (PSAB 3150) do not relate to how the capital assets are actually managed, the implementation of the new accounting rules does mean that the Finance Department will have to be kept informed of the details of all capital asset transactions. This is to ensure proper recording.

Therefore, the following sections provide guidance in the various phases of asset management, specifically as it relates to accounting.

2. Phases of the asset management process

The procedures for asset management are described in the following phases:

2.1 Acquisition

1. Acquisitions have to be performed according to the Purchase Policy and Procedures. The Purchase Procedures include authorization levels, budget review and receipt of goods and services;
2. The Finance Department (FD) will monthly review all acquisitions made and assess whether it qualifies for capitalization under the Capitalization policy;
3. The FD will record the assets on the Asset Register which will indicate the following information:
 - Description of the asset;
 - If the asset is a component of another significant asset;
 - Identification numbers including serial, registration and the municipality's tag numbers;
 - Person responsible or has control over the asset;
 - Asset class, department and its location;
 - Cost of the asset;
 - Date of acquisition; and
 - Amortization rates.
4. Department Heads (DH) will review on a monthly basis the assets capitalized under their control to ensure that the assets have been correctly capitalized and coded.

2.2 Depreciation

5. The FD will calculate or recalculate, if system generated, the depreciation based on the Useful Life policy;
6. The DHs will on an annual basis, in consultation with the FD, review the estimates of useful life, residual value and method of depreciation for each capitalized asset under their control;
7. The DHs will notify the FD in writing of any changes to be made for the assets assessed; and
8. The FD will record the changes to the asset register and account for the changes on a prospective basis.

2.3 Maintaining the asset

9. The maintenance department, in consultation with the DHs, will prepare asset maintenance schedules for all significant assets under the DHs' control;

10. The user or person responsible for an asset will notify the maintenance departments when an asset will require maintenance;
11. The maintenance departments will on a monthly basis submit the maintenance schedules to the DHs for the assets under their control;
12. The DHs will on a reasonable basis, preferably monthly, review the reconciliation of asset maintenance schedules to actual asset maintenance activities and history;
13. Maintenance managers will on a regular basis review the asset maintenance activities to ensure that the maintenance records are accurately maintained; and
14. The maintenance department will on a periodic basis assess the condition of municipal assets and notify the DHs of unusual high maintenance or damage on assets. The DHs will follow up on these assets to assess the cause.

2.4 Managing the asset

15. The DCS, in conjunction with the DHs, will on a regular basis, at least annually, initiate and manage asset counts and inspections;
16. The DCS will on a monthly basis review all changes made to the assets register to ensure that the assets have been correctly accounted for;
17. The FD will perform a monthly reconciliation between the general ledger and the asset register. Un-reconciling items will be followed up by the FD and cleared on a monthly basis;
18. The DCS will review the monthly asset reconciliations and sign and date the reconciliation as evidence of such a review; and
19. The DCS in conjunction with the DHs will review and assess the insurance cover for the municipal assets.
20. Removal from municipal property: DHs have to be notified and approve the temporarily removal of assets (including assets which do not meet the capitalization threshold) from municipal property by the person removing the property; and DHs will inspect the condition of assets when it is returned to the municipality and record that the asset has been returned and its condition.

2.5 Asset Transfers

21. Where a capitalized asset is transferred to another department or location within the Municipality, an Asset Transfer Form should be completed and submitted to the FD; and
22. The asset's cost and depreciation reserve will be transferred to the new municipal code, to ensure that depreciation is recorded properly (and not started over again).

2.6 Disposals

23. DHs will on an annual basis, prior to the budget process, review the assets under their control. During this review the DH will assess the cost of retaining the asset versus replacement of the asset;
24. Where an asset becomes obsolete, an Asset Disposal Request should be completed and submitted by the DHs to the Chief Administrative Officer (CAO);
25. The CAO will firstly determine whether there is an alternative use for the asset within the Municipality. In such cases, the asset will be accounted for as an Asset Transfer;
26. In the absence of an internal alternative use, the asset will be either sold or donated to an outside organization;
27. All asset disposals have to be approved by the CAO where the historical cost or current market value does not exceed \$3,000 and all other disposals have to be approved by Council.
28. The FD will calculate the profit and loss on asset disposals after which the asset will be removed from the asset register. The asset sales proceeds and any remaining depreciation being coded to the department's profit and loss account.
29. The Finance Department will be informed of all disposals for proper recording, and to ensure that depreciation for the disposed item is stopped.

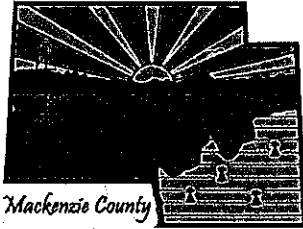
30. The Director of Corporate Services (DCS) will review on a monthly basis the changes made to the asset register to ensure that the changes are valid and that the profit and loss has been accurately calculated.

3. Other policies associated with accounting for TCAs

FIN025	<i>Purchasing policy</i>	Provides clear rules for who can make purchases and what procedures are to be followed.
ADM001 to ADM003	<i>Vehicle usage, maintenance, and replacement policies</i>	Provides guidance for vehicle usage, maintenance and replacement.

4. Control Matrix (refers to section 2)

Phase	Sub-phase	Control objective	Control activity	Control owner	Timing
Acquisition	Requisition	Need & cost analysis	Purchase policy		
	Receipt	Ownership	Purchase policy		
	Recording	Complete & accuracy	Purchase policy		
			Recording procedure	Dir. Corp. Serv.	Monthly
	Classification		Management review	Dept. Heads	Monthly
Depreciation	Calculation	Valuation	Recalculation	Dir. Corp. Serv.	Monthly
	Recording	Accuracy	Management review	Dept. Heads	Annually
Maintaining	Record keeping	Governance	Management review	Dept. Heads	Regular
	Asset verification	Validity and accuracy	Reconciliation	Dept. Heads	Annually
Managing	Maintenance	Service delivery	Review of maintenance	Dept. Heads	Monthly
	Condition review	Valuation	Inspection & cost analysis	Dept. Heads	Annually
Disposal	Requisition	Need & cost analysis	Management review	CAO	Ad hoc
	Recording	Accuracy	Recalculation	Dir. Corp. Serv.	Ad hoc
			Management review	Dir. Corp. Serv.	Ad hoc



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 30, 2008
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Consulting Services

BACKGROUND / PROPOSAL:

The Mackenzie County engages the independent professionals to undertake various reviews and provide recommendations with respect to the different aspects of the County's business as required.

OPTIONS & BENEFITS:

These reviews have proved to be valuable in the past and could assist Council and Administration in managing the County's business in the future.

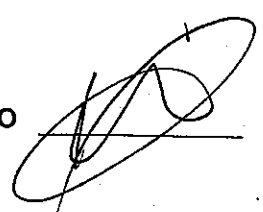
COSTS & SOURCE OF FUNDING:

These types of services can be expensive (see the Activation Analysis proposal attached). Council and Administration should establish/discuss the results desired and evaluate the costs versus the expected outcome before engaging a consulting firm.

RECOMMENDED ACTION:

For discussion.

*recreation
ambulance
crime prevention*

Author: _____ Review Date: _____ CAO 

ACTIVATION ANALYSIS GROUP INC.

DATE: 1/16/2008
TO: BILL KOSTIW
CC: JOHN SZUMLAS
FROM: DON GRIMBLE
RE: COMMUNITY SERVICES MASTER PLAN

FRAMEWORK FOR DEVELOPMENT OF
COMMUNITY SERVICES MASTER PLAN
MACKENZIE COUNTY

INTRODUCTION

The Community Services Master Plan will deal with three services provided to the citizens of Mackenzie County; Ambulance services, Crime prevention/Recreation services. The Community Services Master Plan would provide Council with strategies, programs and action plans to match the needs of the County with resources to effectively deliver those services.

AMBULANCE SERVICES

The provisions of Ambulance services within the county will require developing unique action plan given the distribution of population within the county, distances, and location of treatment centres. The development of a plan will require an identification of current facilities, equipment and staffing; an analysis of demand by type given historical trends and projected needs based on population and development projections. Other emergency response resources should also be identified to determine if co-operative agreements could be developed.

General objectives for the provision of services should be developed. These objectives should reflect the reality of the distances and population dispersal in the County as well as standards of practise in the emergency response industry. Alternative ways to meet the objectives given currently available resources would be developed and tested. The results would indicate whether the objectives can be achieved or need to be revised.

1/16/2008

MACKENZIE COUNTY : COMMUNITY SERVICES MASTER PLAN

BUDGET

The initial budget for the above elements of the project was estimated to be within a range of \$35,000 to \$48,000 excluding expenses. The work as described excluding expenses can be done within the upper limit of range.

TIMELINE

The target date for completion would be June 2008. There would be progress reports during the work to confirm some interim observations.

DRAFT

**ACTIVATION ANALYSIS GROUP INC.
INTEROFFICE MEMORANDUM**

TO: MACKENZIE COUNTY PROJECT TEAM
GEORGE DERAPPARD; DON GRIMBLE; RICHARD BARHAM; DIANE CONWAY

FROM: JOHN SZUMLAS

SUBJECT: MACKENZIE COUNTY

DATE: JULY 12, 2007

In an effort to organize the project activities, I have prepared the a proposed Action Plan.

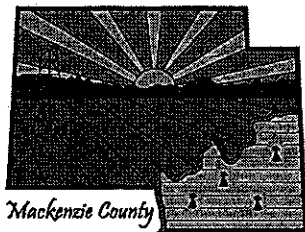
This Plan notes the general task, task leader, anticipated deliverable and a target date for completion. Please review to ensure that proposed target date is achievable so that a final Action Plan can be submitted to the client.

Task	Leader	Deliverable	Target Date	Status	Estimate
1) CAO Evaluation	Szumlas	Section 205.1 Report adopted by Council	July 10, 2007	√ Completed	\$3,600
2) 3 yr. Business Plan	Szumlas/ deRappard	Three Business Plan Adopted by Council	November 15, 2007	Draft 1 reviewed with Council on July 10/07	\$24,750
3) Organizational Alignment - Review and Update Council Procedures Bylaw	Szumlas	Prepare for consideration an updated Procedures Bylaw to Council	September 30, 2007 Reconfirmation with new Council prior to Nov. 1, 2007		\$2,500
4) Organizational Alignment -- Staff Planning Session	Szumlas	Conduct a planning session with staff to ensure common understanding of the municipality's direction	Session scheduled for Aug 12 - 15, 2007		\$5,750
5) Organizational Alignment -- Review of Council Committee Structure	Szumlas	Report with recommendations on the Council Committee structure analysis	Prior to Organizational Meeting in October, 2007		\$2,250

14 Updated Communication Plan	Project Team	Preparation of a communications plan that ties together the sub-projects listed so that a comprehensive and coordinated messaging takes place	September 2008		\$7,500 (All in 2008)
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It is important to note, that we will need a proposed project outline and authorization to proceed on each of these tasks. As authorization is granted from the County, I will advise you.

John Szumlas
 John Szumlas



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 30, 2008
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Zama Post Office

BACKGROUND / PROPOSAL:

For discussion. The community meeting regarding the Zama Post Office is being held on Tuesday, January 29th at 7:30 p.m. at the Zama Community Hall.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

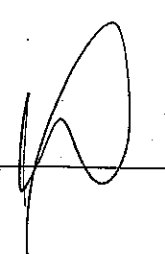
RECOMMENDED ACTION:

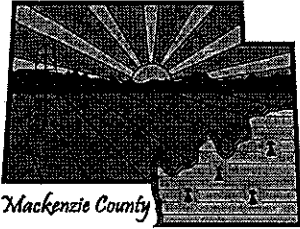
For discussion.

Author: C. Gabriel

Review By: _____

CAO





MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 30, 2008
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Website

BACKGROUND / PROPOSAL:

For discussion. An email was sent to Council requesting suggestions for website content to which one response was received.

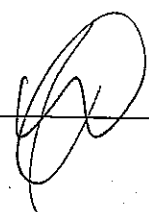
OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

*Microsoft Expressions
trial by gubins
\$300 program
per user.*

RECOMMENDED ACTION:

For discussion.

Author: C. Gabriel Review By: _____ CAO 

Carol Gabriel

From: Ray Toews [raytoews@yahoo.com]
Sent: Saturday, January 19, 2008 8:17 PM
To: Carol Gabriel
Subject: Re: Website Suggestions

Carol,

My suggestion would be to put maps of the where we are in the world/province, maps of the county, maps of each community.

Also get rid of the under construction gif, it is as finished as it needs to be at the moment, they are never finished.

I didn't see office hours on the site, maybe I missed them?

A link with a little garbage or recycling gif to land fill site hours directly from the home page, that is one I have used myself a few times and have forgotten it was under environmental services.

How about a link to the recycling depots in the county. I know they are private business's but they have special status for environmental reasons.

Ray

Ray

Carol Gabriel <cgabriel@mackenziecounty.com> wrote:

Bill asked me to send you an email for your suggestions as to what you would like to see on our website. So please send me your comments.

Thanks.

Carol Gabriel
Executive Assistant
Mackenzie County
(780) 927-3718

Be smarter than spam. See how smart SpamGuard is at giving junk email the boot with the **All-new Yahoo! Mail**

Carol Gabriel

From: Zane Kroll [zane@gatecommunications.ca]
Sent: Monday, January 14, 2008 11:50 AM
To: Bill Kostiv
Cc: Carol Gabriel
Subject: Mackenzie County website redesign quote

Attachments: gate2546.pdf; mackenzie sitemap.pdf; ATT00737.txt



gate2546.pdf (121 KB) mackenzie
emap.pdf (70 K) ATT00737.txt (68 B)

Hello Bill,

As per our meeting on Friday, I've done up a quote for rebuilding the Mackenzie County website which is attached to this e-mail along with a proposed site map and comments from our web designer.

Please review our quote and proposal and let me know if you have any questions or comments.

If approved, we will move forward and present you some concept designs for the reworked site.

Thank you for the opportunity to quote
Zane Kroll
Gate Communications
780-415-5297
zane@gatecommunications

gate COMMUNICATIONS

Suite 107, 4990 - 92 Avenue
Edmonton, AB T6B 2V4
Phone: 780-415-5154
Fax: 780-463-5280

Date: January 14, 2008
Quote #: 2546

Client: **Mackenzie County**
William Kostiw
Phone: (780) 927-3718
Fax: (780) 927-4266
Email: bkostiw@mackenziecounty.com

Project Name: **Mackenzie County website redesign**

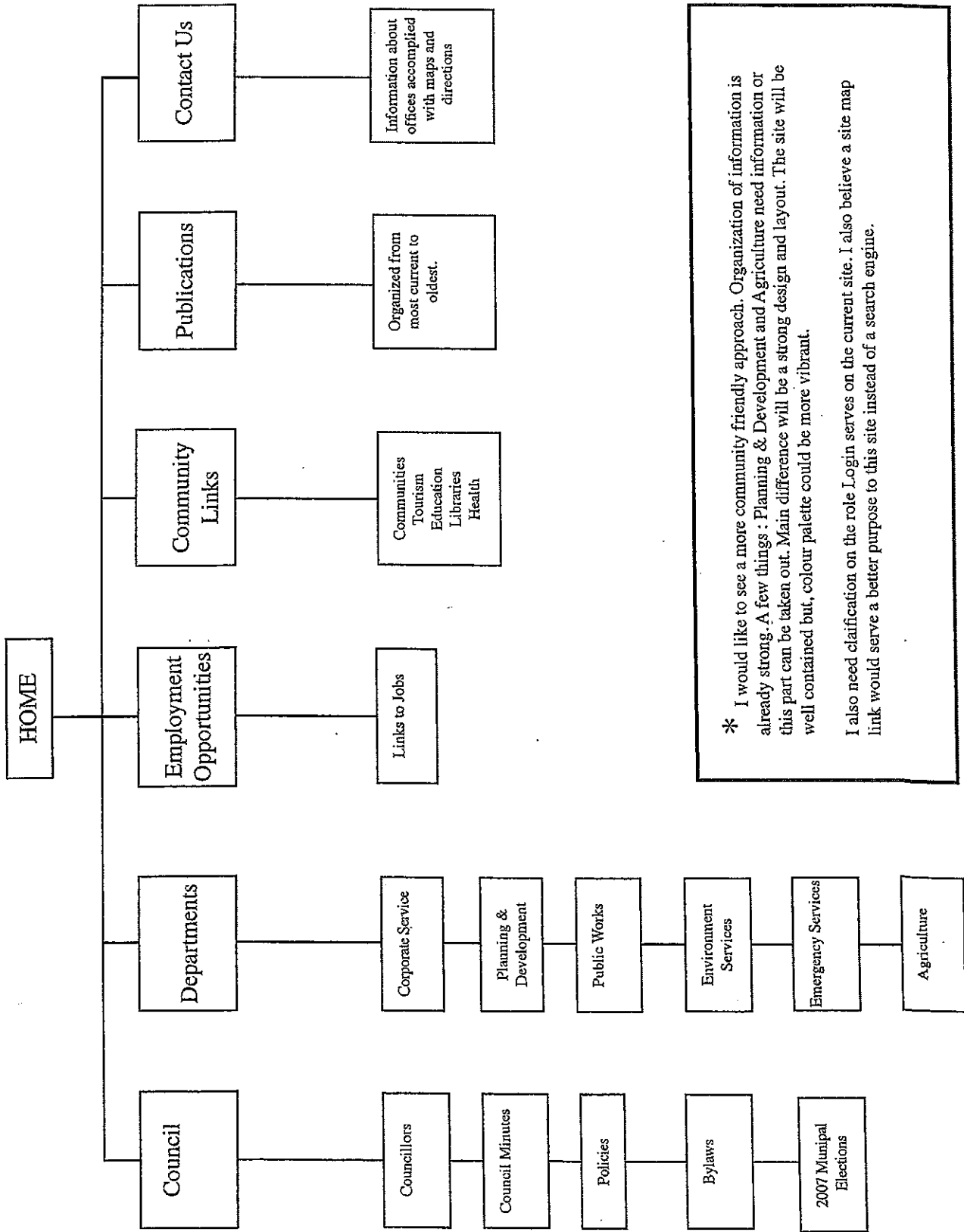
Specifications	Description	Hrs.	Unit Costs
Site design	<ul style="list-style-type: none">• Based on proposed site design• Home page will offer the user a choice of viewing the site in one of four separate languages (english, french, german, cree)• Approximately 22 pages per language	60	\$ 4,800.00
Debug & Launch	file preparation	8	\$ 640.00
Project total			\$ 5,440.00

Notes:

- County will provide translated text
- Site updates, when requested, will be billed separately at \$80/hr

Accepted by: _____ Date: _____

Prices based on supplied information,
Changes requiring additional hours will be added at \$85.00/hr
Prices do not include tax or delivery
Quoted price good for 30 days



* I would like to see a more community friendly approach. Organization of information is already strong. A few things : Planning & Development and Agriculture need information or this part can be taken out. Main difference will be a strong design and layout. The site will be well contained but, colour palette could be more vibrant.

I also need clarification on the role Login serves on the current site. I also believe a site map link would serve a better purpose to this site instead of a search engine.

Proposal

January 23, 2008

Prepared For: Carol Gabriel
Mackenzie County
4511-46 Avenue
Box 640
Fort Vermilion, AB T0H 1N0
t. 780.927.3718
e. cgabriel@mackenziecounty.com

Prepared By: Freckle Creative
10332. 81 Ave
Edmonton, AB T6E 1X2
t. 780.432.3030 / f. 780.447.3098
w. www.frecklecreative.ca

Marketing: Sara Hallberg, Account Executive
e. sara@frecklecreative.ca

Design: Patrick O'Kane, Creative Director
e. patrick@frecklecreative.ca

About Freckle Creative

Freckle Creative specializes in creating website design, print design, logo design and corporate branding.

Our success is a reflection of the close working relationships we have with our clients, our ability to create plans and designs based on our clients' needs, and the expertise and creativity we bring to all projects. To ensure best results, we get to know your business and understand your project objectives, and familiarize ourselves with your target audience.

Our competent and knowledgeable team will make every effort to ensure your satisfaction based on your stated requirements and considering any project limitations or budget restrictions.

frecklecreative
DISTINCTIVE MARKETING AND DESIGN

780
432
3030

10332.81 Avenue, Edmonton, Ab T6E 1X2
f 780.447.3098 www.frecklecreative.ca

Project Purpose and Approach

Freckle Creative aims to create a functional, user-friendly and visually appealing website for Mackenzie County. The website will effectively allow Mackenzie County to modify and update the site when needed. This content management system will be user-friendly and easily maintained. When complete, the site will also have a modern updated look, and feel that will be complimentary to Mackenzie County's existing marketing material to ensure consistency.

Communication for Creating the Design

We work closely together at this stage so that a suitable and pleasing design is created.

1. Freckle Creative and Mackenzie County meet to make suggestions and discuss specific requirements for creating the individual project designs.
2. If content is applicable to the design Mackenzie County will be responsible for providing the desired content.
3. Freckle Creative creates a design template based on the requirements discussed.
4. Mackenzie County receives a few design concepts for consideration.
5. Mackenzie County choose a design.

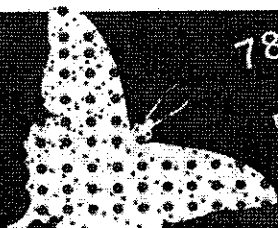
Integrating the Design and Content

6. Freckle Creative incorporates the written content into each of the design templates.
7. Freckle Creative and Mackenzie County meet to discuss the designs and to verify any final design or content changes (a date will be negotiated for the deadline of possible design or content changes, based on time commitments of both Mackenzie County and Freckle Creative).
8. Mackenzie County approves each of the project designs by way of a *Final Proof Agreement*.
9. Mackenzie County will receive the final design concept on disk in the required file format(s).

frecklecreative
DISTINCTIVE MARKETING AND DESIGN

780 432
3030

10332, 81 Avenue, Edmonton, Ab T6E 1X2
F 780.447.3098 www.frecklecreative.ca



Project Scope

Freckle Creative understands the importance of an up-to-date, interactive website. The following will outline the technical context of the project.

Website Design/Concept development (up to 20 pages) \$5,500

- Site mapping
- Wireframing
- Graphic design

Website Development \$5,500

- Content Management System to include the following:
 - uploading pdf documents such as monthly newsletters and financials
 - ability to add and delete documents
 - ability to add and delete pages
 - ability to add and delete content and images
 - member login
 - search function

User Acceptance Training \$800

User Guide \$500

Total Project Cost \$12,300

Possible additional costs not included above:

** Freckle Creative charges an hourly rate of \$100/hr for revisions and for additional work not included in the outlined project scope. All quotes are based on a site for up to pages 20, if the site count increases or if the project exceeds the estimated amount of hours, the quotes are no longer valid.*

frecklecreative
DISTINCTIVE MARKETING AND DESIGN

780 432
3030

10332.81 Avenue, Edmonton, Ab T6E 1X2
F 780.447.3098 www.frecklecreative.ca

Project Details

The following details are based on website design and development for Mackenzie County. The following steps will be taken to ensure that the Mackenzie County's goals and objectives for this project are met:

Site Design

After a wire frame and site map is approved by Mackenzie County, a template design will be applied to the site, using a consistent theme. This is done using Adobe Illustrator/Photoshop.

Site Mapping

The structure of the site will be determined. This portion requires interaction between Mackenzie County and Freckle Creative to ensure that the site will be functional, practical, and will be user friendly. An initial meeting will take place in order to sort and organize main and secondary pages for website implementation.

Wireframing

Here the bare bones, the navigation, and the basic layout of the site will be created. Once the site map has been approved, we begin the process of laying out the main page template. In this portion of the project, two wire frames are created and presented to Mackenzie County. We do this in order to get an idea of where items will be placed in order to achieve optimum usage of space.

Graphic design

During this stage the site will take shape its final look as content, images, and colour will be applied and customized. This will be done using Adobe Illustrator/Photoshop, which are industry standard programs.

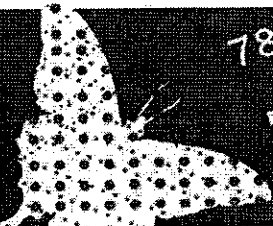
Website Development

Freckle Creative will focus on the backend programming to ensure that the site is functioning correctly. A Custom Management System (CMS) will be utilized, which will allow Mackenzie County to update content, images, PDF documents, as well as adding and deleting pages. This CMS will meet the website requirements and parameters of Mackenzie County. The following will be included:

frecklecreative
DISTINCTIVE MARKETING AND DESIGN

780 432
3030

10332, 81 Avenue, Edmonton, Ab T6E 1X2
F 780.447.3098 www.frecklecreative.ca



Search Function

As the site will have many pages, it is suggested that a Search Function would be added to the site. This will enable users to search the site and downloadable documents based on specific key words.

Member Login

Registration and login capabilities will allow public registration to the Mackenzie County portal, giving Mackenzie County ability to increase their internal database.

Ability to add PDF Documents

Monthly newsletters as well as financials can be added to the website in PDF format, giving the public access to these documents.

Adding/Deleting Pages/Content/Images

Having the ability for Mackenzie County administrators to update pages, content, and images will provide an easy way to keep the website current and appealing to the public.

User Acceptance Training

Edits and updates to the programming and back-end portion of the sites will be made during this phase to ensure that the site is functioning correctly.

Critical Success Factors

Project success depends on:

- effective and ongoing communication between Freckle Creative and Mackenzie County
- clear and concise input from Mackenzie County about their requirements for the project design
- the submission of well-written content from Mackenzie County if applicable

We know that effective communication is critical to success. Freckle Creative will make every effort to ensure your satisfaction with the project.

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10332.81 Avenue, Edmonton, Ab T6E 1X2
F 780.447.3098 www.frecklecreative.ca

Terms and Conditions

Payment Terms - Costs listed in this proposal are valid for 30 days from the date of this proposal (unless otherwise stated). A deposit of 50% of the total cost (including GST) is required before the project can commence followed by two (2) monthly installment payments of 25% following the initial deposit payment. **Artwork will not be released until final payment is received.** Accounts outstanding in excess of 30 days after completion will be assessed a 2 percent interest charge (compounded monthly), unless otherwise specified in an agreement-to-pay contract. **Project costs indicated in this proposal do not include GST.** Payment will be made within 30 days of completion of each phase of the project and receipt of invoice,

Project Termination - This project may be terminated by either party in the event of a material change of circumstance (including change of project direction or change in project scope). If Freckle Creative terminates the project, Freckle Creative will be paid by Mackenzie County for work done up to the date of termination. If Mackenzie County terminates the project, Freckle Creative will be paid by Mackenzie County for work done up to the date of termination or 50% of the agreed-upon fee, whichever amount is greater.

Responsibility - While Freckle Creative agrees to do everything possible to ensure the accuracy and completeness of the work, Freckle Creative is not responsible for the correctness of copy, illustrations, photographs, trademarks, nor for obtaining clearances or approvals.

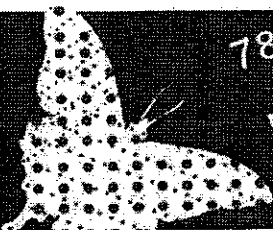
Ownership – Unless otherwise agreed upon:

- the final product becomes, after payment and a signed *Transfer of Ownership Agreement*, the property of Mackenzie County. However, all preparatory materials (sketches, unaccepted concepts, computer disks, etc.) remain the property of Freckle Creative for use in other projects;
- all original photographic film (transparencies and negatives) will remain the property of the photographer selected;
- all printing materials (primarily films, plates, and electronic files) remain the property of the printer selected; and
- Freckle Creative reserves the right to use concepts and designs for portfolio and promotional purposes.

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Project Fee Summary

Website Design/Concept Development (<i>up to 20 pages</i>)	\$5,500
<ul style="list-style-type: none">• Site mapping• Wireframing• Graphic design	
Website Development	\$5,500
<ul style="list-style-type: none">• Content Management System to include the following:	
User Acceptance Training	\$800
User Guide	<u>\$500</u>
Total Project Cost	\$12,300

Thank you for the opportunity to submit this proposal. If you have any questions or need clarification, please call.

Date

Signature of Mackenzie County Rep

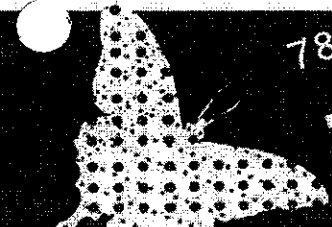
Printed Name of Mackenzie County Rep

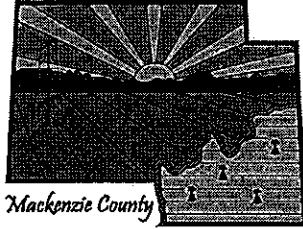
Signature of Freckle
Creative Representative

frecklecreative
DISTINCTIVE MARKETING AND DESIGN

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432
3030

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F 780.447.3098 www.frecklecreative.ca





MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 30, 2008
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Vitalize Conference 2008

BACKGROUND / PROPOSAL:

See attached information regarding the 2008 Vitalize conference to be held in Edmonton from June 12 – 14, 2008. This conference may be of interest to the Councillors who sit on the local FCSS boards.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

That Councillor Braun, Councillor Toews, and Councillor Wardley be authorized to attend the Vitalize 2008 Conference on June 12–14, 2008 in Edmonton.

Author: C. Gabriel

Review By: _____

CAO

Motivate

Vitalize 2008

when: June 12,13,14 2008

where: SHAW Conference Centre
9797 Jasper Avenue
Edmonton, Alberta

cost: \$120.00 (GST Included)

for more information please contact:

▲ Leah Paton — Conference Coordinator
Phone: 780.422.2247
Email: vitalize@gov.ab.ca
Fax: 780.427.4155

www.vitalizeconference.ca

The Program and Registration Guide
will be available in March 2008

Educate

Collaborate

Participate



Wild Rose Foundation

[Alberta.ca](#) > [Tourism, Parks, Recreation and Culture](#) > [Wild Rose Foundation](#) > [Vitalize](#)

Your Conference... Your Opportunity

**WATCH FOR KEYNOTE AND ENTERTAINMENT INFORMATION IN
JANUARY.**

TEASERS WILL BE MAILED OUT THE FIRST WEEK IN JANUARY.

Twenty years ago - No internet, No World Wide Web and No Email, we listened to cassettes or records and watched "Rosanne and Murphy Brown", Calgary hosted the Winter Olympics and Edmonton lost the "Great One" ...Where were you and what were you doing back then?

The journey we have all travelled has been an adventure and we have come so far, now Alberta's voluntary sector engages over 176,000 Albertans as employees and 2.5 million volunteers who contribute millions of hours to community service. You and your organizations continue to lead the way in responding to the needs of our communities.

JOIN US ON JUNE 12, 13 & 14, 2008 for the 20th anniversary of Vitalize, and your opportunity to reflect on what the voluntary sector has done to build the province of Alberta.

Vitalize is a professional development, training opportunity and is the only conference of its kind in Canada. Vitalize is open to all Albertans, and is targeted towards program staff, managers, executive directors, board members and volunteers who work in all aspects of our society from social services, human rights, education, environment, health and faith, to arts, culture, parks, sports and recreation throughout our province.

The Wild Rose Foundation, along with a number of community investment partners, underwrite the cost of this 2 1/2 day conference to make it affordable for nonprofit organizations and charities that would not otherwise be able to receive this type of high quality educational development opportunity.

You can attend Vitalize 2008 for the extremely low cost of only \$120.00. You will see a variety of educational and motivational sessions all geared towards enhancing Alberta's voluntary sector. Not only will we have amazing sessions but we will have two outstanding keynote presentations. Your conference registration also includes all conference meals, a delegate kit bag, the Friday Evening Gala and entrance to "Vital Village" (Exhibitor's Fair) and the "Cyber Café" where you can meet and mingle with your peers from the voluntary sector and gather information from the World Wide Web!

Vitalize 2008 Session Proposal Form

WHEN JUNE 12, 13 AND 14 2008
WHERE SHAW CONVENTION CENTRE
 9797 JASPER AVE, EDMONTON, ALBERTA T5J 1N9
COST \$120.00 (GST INCLUDED)

FOR MORE INFORMATION PLEASE CONTACT:

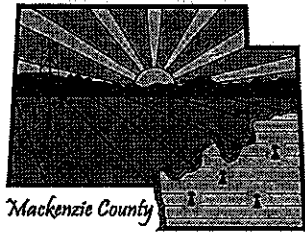
Leah Paton by phone at 780.422.2247 or by email at leah.paton@gov.ab.ca

For more information about Vitalize 2007, or to be placed on our mailing list, please send your mailing information to the Wild Rose Foundation or feel free to contact us at:

vitalize@gov.ab.ca

www.vitalizeconference.ca

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MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 30, 2008
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Mighty Peace Tourist Association 2008 Municipal Membership

BACKGROUND / PROPOSAL:

Attached is the 2008 membership invoice from the Mighty Peace Tourist Association.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

For discussion.

Author: C. Gabriel Review By: _____ CAO 



Mighty Peace Tourist Association
Box 419 Berwyn Alberta T0H 0E0
Toll free: 1-800-215-4535
Ph: (780) 338-2364 Fax: (780) 338-3811

January 16, 2008

To: Mackenzie County

From: Nicole Halvorson
Executive Director

Re: 2008 Municipal Membership

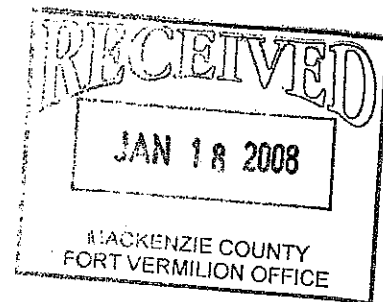
The Mighty Peace Tourist Association would like to thank you for your support of the Association in the past year. Business, Municipal and Private memberships are our primary source of funding, used to promote the Mighty Peace region as a tourists destination of choice.

Please find enclosed your invoice for membership with the Mighty Peace Tourist Association for the 2008 year. The amount shown is based on \$1.25 per capita as determined by the 2006 Canada Census. \$1.00 of this fee provides general funding, with \$0.25 devoted to partnership advertising.

Members are encouraged to bring concerns, presentations and project ideas to quarterly meetings, or call our office anytime. MPTA looks forward to working with you and for you in 2008!

Best regards,

Nicole Halvorson
On behalf of
Rhonda Davidson, President





Mighty Peace Tourist Association

Box 419

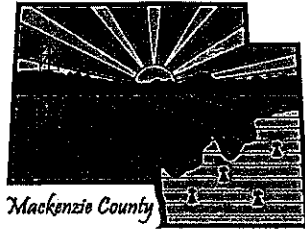
Berwyn, Alberta T0H 0E0

Invoice

Date	Invoice #
16/01/2008	05-1537

Bill To
Mackenzie County Box 640 Fort Vermilion, AB T0H 1N0

Description	Amount
2008 Municipal Membership, \$1.25 per capita	12,502.50
Total	\$12,502.50



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 30, 2008
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	Mackenzie Housing Management Board

BACKGROUND / PROPOSAL:

The Municipality annually funds the operating costs for the Heimstead Lodge. In 2007, Council granted the Mackenzie Housing Management Board's request to issue an advance cheque towards 2007 operating budget (equal to a quarter of the 2006 annual payment).

OPTIONS & BENEFITS:

The Mackenzie Housing Management Board is requesting to upfront a portion of the 2008 operating funds. The 2008 Mackenzie Housing Management Board budget is still under review.

COSTS & SOURCE OF FUNDING:

2008 Operating Budget

RECOMMENDED ACTION:

That the Mackenzie Housing Management Board's request to issue an advance cheque towards the 2008 operating budget equal to a quarter of the 2007 annual payment be granted.

Author: _____ Review Date: _____ CAO 

Joulia Whittleton

From: Helen Braun, CAO [mhmb@telus.net]

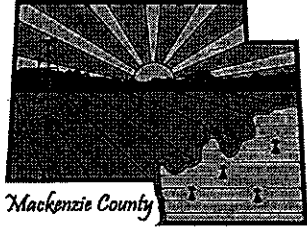
Sent: Wednesday, January 23, 2008 2:13 PM

To: Joulia Whittleton

Subject: 2007 Requisition

Joulia, please process the first quarter payment of the 2007 requisition. Should you need further clarification please contact Barb Spurgeon at 928-4349.

Thanks



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 30, 2008
Presented By:	William Kostiw, Chief Administrative Officer
Title:	AAMD&C Letter of Support – Return to Two-Licence Plate System

BACKGROUND / PROPOSAL:

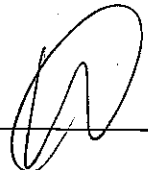
AAMD&C is requesting letters of support for the re-instituting of the two-licence plate system. The deadline for submitting this letter is January 31, 2008. See attached AAMD&C Member Bulletin for more information.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

For discussion.

Author: C. Gabriel Review By: _____ CAO 

January 22, 2008

Deadline Extended - Request for Input: Return to the Two-Licence Plate System

To accommodate member requests while accommodating provincial deadlines, the deadline for submitting letters of support on a return to the two-licence plate system has been extended to **January 31, 2008**.

The AAMDC received a request for input from the Alberta Provincial Rural Crime Watch Association regarding a return to the two-licence plate system for Alberta vehicles. The Alberta Provincial Rural Crime Watch Association works to reduce the incidence of crime in rural areas and focuses on farmstead security, property identification and general rural crime awareness.

The Rural Crime Watch Association request stems from Service Alberta's review of the province's current licence plate design. With Alberta's growing population, it is expected the province will run out of licence plate numbers in the next few years and Service Alberta is conducting a survey to garner Albertans' points of view.

One of the questions in the survey deals with a possible return to the two-licence plate system, and specifically asks if the province should bring back the front licence plate. In addition to answering "yes" to this question, the Rural Crime Watch Association is asking all municipalities and counties to submit letters in support of re-instituting the two-licence plate system. The Association feels that this system will allow school bus drivers, emergency response vehicles, parents and other concerned citizens to see the front license plate and to potentially be able to copy/remember all or part of the letters and numbers in case of a crime. The Rural Crime Watch Association is hoping the provincial government will implement the new system before the issuance of the first newly-designed licence plate.

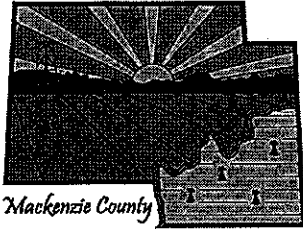
All letters should now be sent directly to Service Alberta. As always, the AAMDC would appreciate it if members could copy the AAMDC on any correspondence on this issue. Please send all letters to the attention of:

Minister Lloyd Snelgrove
Legislative Branch
204 Legislature Building
10800 97 Avenue
Edmonton, AB T5K 2B6

To take Service Alberta's online survey, [click here](#).

Enquiries may be directed to:
Clark Steele, Rural Crime Watch Director, Zone 4
Alberta Provincial Rural Crime Watch Association
(780) 422.0922

Dawn Bailey, AAMDC
Communications and Web Coordinator
(780) 955.4075



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 30, 2008
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Peace Oil Sands Network Road Study

BACKGROUND / PROPOSAL:

See attached for further information.

OPTIONS & BENEFITS:

*Bill Newfield
or Dickey*

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

That Council be authorized to attend the Peace Oil Sands Road Network Study open house.

Author: C. Gabriel Review By: _____ CAO 

Carol Gabriel

From: Karyann Frombach [karyann.frombach@swg.ca]
Sent: Wednesday, January 23, 2008 9:53 AM
To: 'Bob Miles'; Iturcotte@mdsmokyriver.com; Carol Gabriel; cao@mdbiglakes.ca; harvey@mdopportunity.ab.ca; vilofdon@serbernet.com; twnmcl@serbernet.com; girouxvi@telusplanet.net; gnicolet@town.falher.ab.ca; vofnampa@serbernet.ca; kbunn@peaceriver.net
Cc: 'Brian Nonay'; 'Cory Taylor'
Subject: Peace Oil Sands Network Road Study
Attachments: Northern Sunrise with road description.pdf; letter to MD's regarding open house.doc

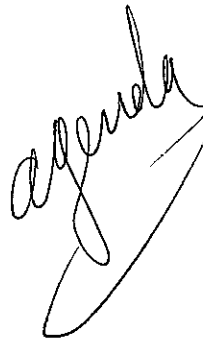
Good morning,

Please find attached some information detailing dates for two Open Houses regarding the Peace Oil Sands Road Infrastructure Network Study that our office has been hired by Northern Sunrise County to complete. A hard copy of the attached will follow.

If you have any questions please feel free to call.

Sincerely,
Karyann Frombach, E.I.T.
Karyann Frombach

Stewart, Weir & Co. Ltd.
#99, 11039 78 Avenue
Grande Prairie, AB
T8W 2J7
Phone (780) 814-5880
Fax (780) 814-5973
karyann.frombach@swg.ca

A handwritten signature in black ink, appearing to read 'Karyann Frombach', written over a white rectangular stamp or mark.



STEWART, WEIR & CO. LTD.

M E M O R A N D U M

DATE: January 22, 2008
TO: CAO
FROM: STEWART, WEIR & CO LTD.
RE: Peace Oil Sands Road Network Study Open House

Dear Sir or Madam,

Northern Sunrise County has engaged our office to complete a network road study in the Peace Oil Sands area. The study will look at what potential corridors exist, what impact the conversion of Licenses of Operations (LOC's) to public roads will have on the existing infrastructure system, municipal costs and responsibilities of new public roads and any converted LOC's as well as any potential impact on the green zone in which the roads are located.

This study will provide the region with recommendations as to how best to proceed with the development of public roads and LOC's to ensure economic viability of the area communities while minimizing the impact or footprint on the land.

We will be holding two Open Houses to discuss how best to proceed with developing the roadway network. The first Open House will be held on Tuesday, February 5, 2008 at 7:00 p.m. at the Northern Sunrise County Council Chamber located near Peace River. The second Open House will be held on Wednesday, February 6, 2008 at 7:00 p.m. at the Municipal District of Smoky River Council Chamber located in Falher. You are welcome to attend either Open House.

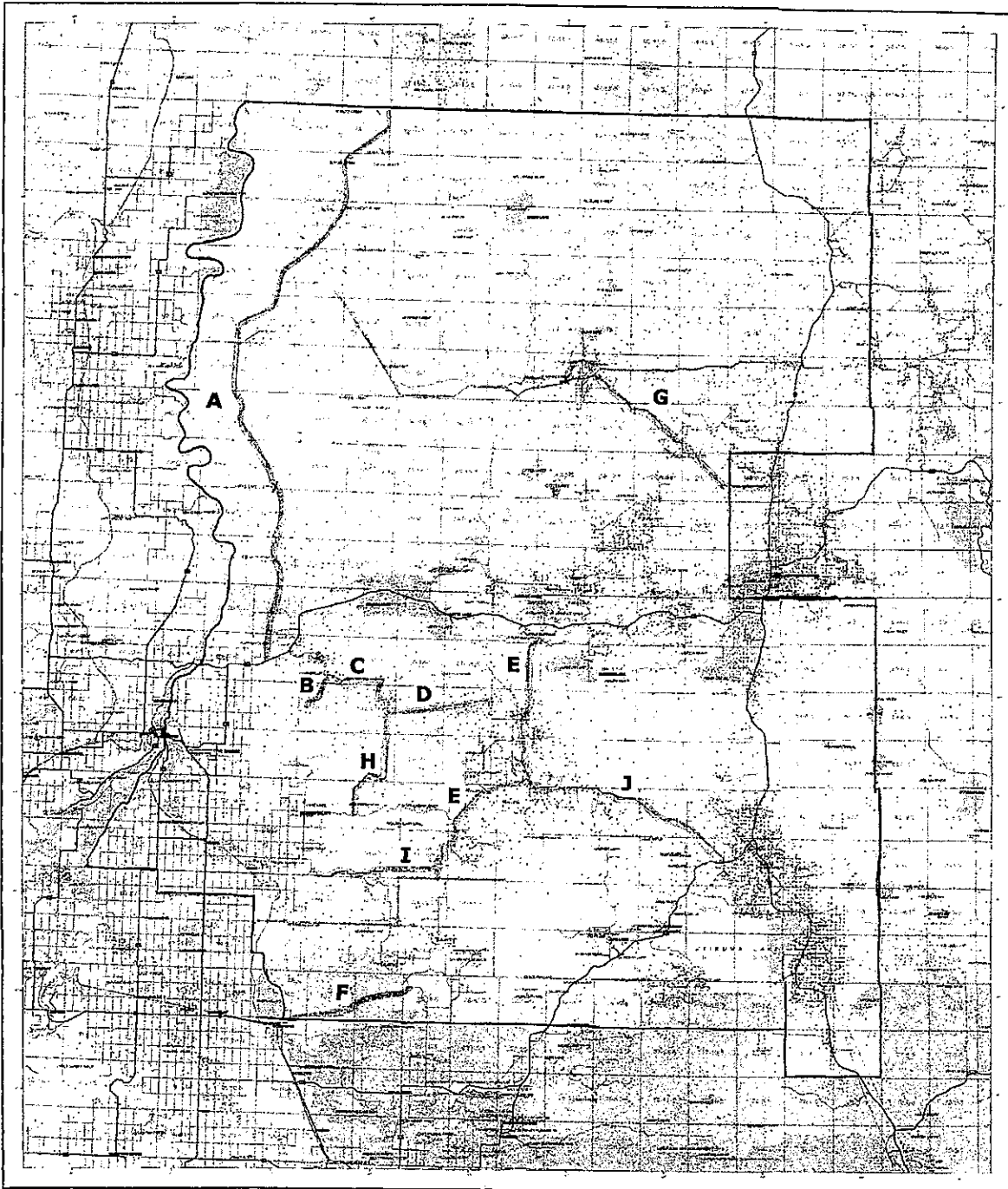
If you have any questions regarding the upcoming Open Houses please feel free to contact our office at 1-877-814-5880.

Sincerely,
STEWART, WEIR & CO. LTD.

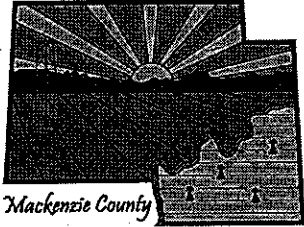
Karyann Frombach, E.I.T.

NORTHERN SUNRISE COUNTY

PEACE OIL SANDS ROAD INFRASTRUCTURE NETWORK STUDY



- A) Daishowa-Marubeni Haul Road
- B) Baytex LOC
- C) Shell (Black Rock) LOC East
- D) Shell (Black Rock) LOC eastward to Penn West LOC (potential of connecting this road)
- E) Penn West LOC -- from the Peavine Metis Settlement north through Northern Sunrise County to Highway 986
- F) Development of a road connecting the Town of McLennan to the Peavine Metis Settlement
- G) Haig Lake County Road connecting to Highway 88
- H) Connection from South Harmon Road to Penn West North Road connecting to Buchanan Haul Road
- I) Township Road 810 East of Reno, connecting to CNRL LOC
- J) Highway 750 connecting to the Penn West north/south LOC



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 30, 2008
Presented By:	William Kostiw, Chief Administrative Officer
Title:	March 26, 2008 Regular Council Meeting

W. Kostiw

BACKGROUND / PROPOSAL:

The principal of Ridgeview Central School contacted the County in regards to the possibility of holding a Council meeting at their school since local government is part of the grade six curriculum.

The next meeting being held in La Crete is on March 26th starting at 4:00 p.m. In order to accommodate this request the time of the meeting would also need changing due to the school hours. Normally this meeting would occur at the Heritage Centre.

If the meeting location remains at the Heritage Centre then the school would consider bussing the children; however, they would prefer to hold the meeting at their school as they have approximately 80 grade six students.

OPTIONS & BENEFITS:

Option 1

That the March 26, 2008 Regular Council meeting be held at the Ridgeview Central School beginning at 1:00 p.m.

Option 2

That the March 26, 2008 Regular Council meeting be held at the La Crete Heritage Centre beginning at 1:00 p.m.

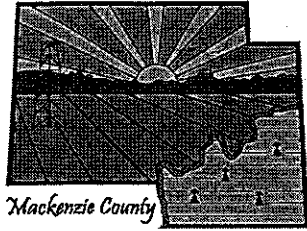
COSTS & SOURCE OF FUNDING:

Author: C. Gabriel Review By: _____ CAO 

RECOMMENDED ACTION:

For discussion.

Author: C. Gabriel Review Date: CAO



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 30, 2008
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Information/Correspondence

BACKGROUND / PROPOSAL:

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

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Author: C. Gabriel Reviewed by: _____ CAO: _____

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

N/A

RECOMMENDED ACTION:

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

Author: C. Gabriel Reviewed by: CAO

**Mackenzie County
Action List as of January 8, 2008**

Council Meeting Motions Requiring Action

Motion	Action Required	Action By	Status
October 10, 2006 Council Meeting			
06-714	That the Wolfe Lake Water Point be referred to the Operations Committee for review.	John K. Ed, John W. Bill N., Ryan	In progress
November 9, 2006 Council Meeting			
06-835	That administration prepare a draft subdivision design for lots along Tower Road in Zama and other appropriate areas in conjunction with the storm water master plan.	Ryan John Joulia Lisa	In progress
July 10, 2007 Council Meeting			
07-07-673	That administration set up a meeting with the Town of Rainbow Lake regarding shared services.	Bill K. Greg N.	In progress (Jan. 24/08)
October 10, 2007 Council Meeting			
07-10-876	That administration work on the three and seven year infrastructure plans and consult with engineers as required.	Management Committee	In progress
October 25, 2007 Council Meeting			
07-10-958	That the Chief Administrative Officer follow up with the Emergency Services communications network.	Jason, Ron Ryan, Mark John, Joulia	In progress
07-10-984	That all County building inspections be completed before the end of the year.	Joulia John Mark	In progress
07-10-992	That administrative support be provided to Mustus Energy Ltd. to investigate funding sources from municipal, provincial, and federal entities and bring back options to Council.	Bill K. Greg N.	In progress
November 13, 2007 Council Meeting			
07-11-1009	That the proposed golf course/condominium development on NE 15-109-19-W5M be received for information and that administration	Ryan	In review

Motion	Action Required	Action By	Status
	be instructed to prepare draft land use bylaw amendments.		
07-11-1025	That administration send a letter to Husky confirming previously committed funds for Husky Road to be available in 2008.	Bill K. Joulia Greg	In progress
07-11-1043	That the organizational chart be tabled to January 2008.	Bill K.	In progress
07-11-1050	That administration negotiate the purchase of Public Land with Alberta Sustainable Resource Development for the future urban expansion for the Hamlet of Zama.	Joulia Ryan	In progress
November 28, 2007 Council Meeting			
07-11-1092	That administration investigate the Fire Smart Community Residents Grant funding available by Alberta Sustainable Resource Development.	Jason Ryan	In progress
December 11, 2007 Council Meeting			
07-12-1109	That the County continue lobbying for paving of Highway 88 with preference to start from the north end.	Greg Walter Bill N. Bill K.	Ongoing
07-12-1112	That Mackenzie County seek Request for Proposals for the metal recycling project.	John K.	In progress
January 8, 2008 Council Meeting			
08-01-005	That administration be instructed to complete the subdivision to Hamlet General standards from Plan 962-3203 south east to the County office in Zama.	Ryan Bill K.	In progress
08-01-009	That administration be instructed to bring back information regarding home based businesses.	Ryan	In progress
08-01-027	That the County engineering firms be reduced to include the following and that administration be instructed to prepare service agreements with them: <ul style="list-style-type: none"> • Stewart, Weir & Co. • AMEC Engineering • ISL Engineering • EXH Engineering 	Management	In progress

Motion	Action Required	Action By	Status
08-01-028	That the County enter into an agreement with the University of Alberta for the hosting of the Regional Traffic Safety Coordinator position and that they be located in the adjacent building.	Bill K.	Waiting for final agreement
08-01-029	That the road protection agreement be tabled for more information and that administration conduct meetings with small County contractors.	John K. Mark	In progress
08-01-036	That the La Crete Public School zone review be tabled to the next meeting.	Ryan	Jan. 30/08



ALBERTA
MINISTER OF MUNICIPAL AFFAIRS AND HOUSING

*Office of the Minister
MLA, Lac La Biche - St. Paul*

AR36162

January 3, 2008

Reeve Gregory Alan Newman
Mackenzie County
PO Box 640
Fort Vermilion, Alberta T0H 1N0

Dear Reeve Newman:

Gregory

Thank you for your recent application for a grant under the 2007 Municipal Sponsorship Program.

I am pleased to inform you that Mackenzie County has been approved for a grant of \$52,900, which includes the priority bonus, to help support your municipal project: Municipal Development Plan and Land Use Bylaw Update. The conditional grant agreement will be mailed shortly to your chief administrative officer to obtain municipal signatures.

I also take this opportunity to recognize my MLA colleagues, Pearl Calahasen and Frank Oberle, for their continued support of the Municipal Sponsorship Program and the value it brings to communities.

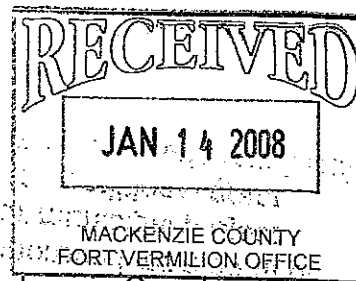
I wish you, your council, and the municipality's staff success with the project.

Sincerely,

[Handwritten signature]

Ray Danyluk
Minister

cc: Pearl Calahasen, MLA, Lesser Slave Lake
Frank Oberle, MLA, Peace River
William (Bill) Kostiw, Chief Administrative Officer, Mackenzie County





ALBERTA
MINISTER OF MUNICIPAL AFFAIRS AND HOUSING

Office of the Minister
MLA, Lac La Biche - St. Paul

AR36318

January 3, 2008

Reeve Gregory Alan Newman
Mackenzie County
PO Box 640
Fort Vermilion, Alberta T0H 1N0

Dear Reeve Newman:

Thank you for your recent application for a grant under the 2007 Municipal Sponsorship Program.

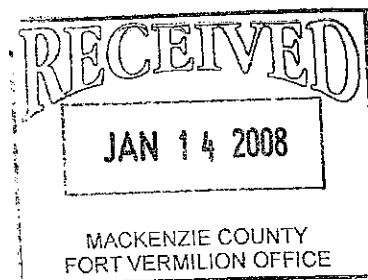
I am pleased to inform you that Mackenzie County has been approved for a base grant of \$13,702 to help support your municipal project: Internet Security and Acceleration Server. The conditional grant agreement will be mailed shortly to your chief administrative officer to obtain municipal signatures.

I also take this opportunity to recognize my MLA colleagues, Ms. Pearl Calahasen and Mr. Frank Oberle, for their continued support of the Municipal Sponsorship Program and the value it brings to communities.

I wish you, your council, and the municipality's staff success with the project.

Sincerely,

Ray Danyluk
Minister



cc: Pearl Calahasen, MLA, Lesser Slave Lake
Frank Oberle, MLA, Peace River
William (Bill) Kostiw, Chief Administrative Officer, Mackenzie County



ALBERTA
MUNICIPAL AFFAIRS AND HOUSING

Office of the Minister
MLA, Lac La Biche - St. Paul

AR36524

January 17, 2008

Reeve Gregory Alan Newman, Reeve
Mackenzie County
PO Box 640
Fort Vermilion, Alberta
T0H 1N0

Dear Reeve Newman:

It is my pleasure to announce that Municipal Affairs and Housing is funding emergency management training as a special initiative under the Municipal Sponsorship Program. This initiative has been successful for the past eight years and I am pleased to offer it again.

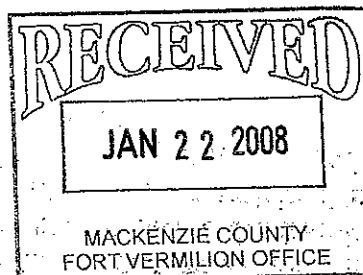
This year, \$150,000 has been allocated to provide grant funding for municipalities to deliver emergency management workshops, regional municipal exercises, incident command system courses, and exercise design courses. In addition to the training delivered by staff from the Alberta Emergency Management Agency, municipalities are eligible to receive funding to deliver training to municipal response personnel and volunteers that they need to protect Albertans during emergency events.

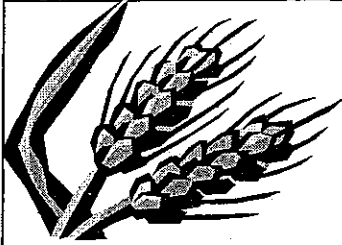
The grant funding process has been amended to ensure the available funding meets the needs of municipalities. Information about the new process and grant application forms can be obtained from the Alberta Municipal Affairs and Housing website at www.aema.alberta.ca/tr_index.cfm. The deadline for applications is February 8, 2008. All approved training projects must be completed by March 31, 2009, and the acknowledgement of compliance form submitted to me by May 1, 2009.

For further information, please contact the Alberta Emergency Management Agency toll-free by dialing 310-000, then 780-415-9481.

Sincerely,

Ray Danyluk
Minister





**MACKENZIE APPLIED RESEARCH
ASSOCIATION**

**Municipal District of Mackenzie County
Agricultural Service Board
Fort Vermilion**

Jan. 09/2008

Attention: **Bill Neufeld, Chairman**

The Mackenzie Applied Research Association (MARA) would like to thank the Mackenzie County for their continued support. The MARA is a non-profit, producers' driven applied research and extension organization and our organization look forward to work with Mackenzie County to provide full support and services to the community through Extension and Applied Research.

Due to the recent developments in AAFC (Agriculture and Agri-Food Canada), the funding for Regional Variety Trials (RVT) for most of the sites has been stopped and due to which the Regional variety trials will be affected in Fort Vermilion. However, they have asked if MARA can get other funding support, then there is a possibility to continue RVT trails in Fort Vermilion in coming years.

Therefore, on behalf of the MARA, I request to increase the amount of funding from \$35000 per year to \$45000 per year to cover the cost of RVT trails in Mackenzie County.

Once again the MARA thank the Mackenzie County for their continued support and look forward to serving our region with applied research and extension.

Regards,

John B Simpson

**John Simpson, President
Mackenzie Applied Research Association
P.O. Box 646, Fort Vermilion, T0H 1N0
Tel: 927-3776
Fax: 927-4747**

*Budget
Mtg.
Feb. 1/08*

Cc: Grant Smith, Ag Fieldman



Mackenzie County Library Board

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

Services Areas: Fort Vermilion ~ High Level Rural ~ La Crete ~ Zama

MEMORANDUM

Date: 14 January 2008

To: ~~Mackenzie County Council~~ *ATTN: REENE GREG NEWMAN*
Fort Vermilion Community Library Society
High Level Municipal Library
La Crete Community Library
Zama Community Library Society

From: Judy Ostrowski, Chairperson

Re: Welcome the Mackenzie County Library Board

Happy New Year!

At the Annual General Meeting of 12 November 2007, the Mackenzie County Library Board the following individuals were elected into the new positions:

Chairperson – Judy Ostrowski (Fort Vermilion Rural)
Vice-Chairperson – Jim Thompson (Fort Vermilion Hamlet)
Secretary – Anne Martens (Fort Vermilion Hamlet)

At the Special Meeting of 18 December 2007, the Mackenzie County Library Board the following individuals were elected into the new positions:

Treasurer – Lorraine Peters (La Crete)
Director – Beth Kappelar (High Level Rural)
Director – Wally Schroeder (La Crete)
Director – Daryl Zeilisdorf (Fort Vermilion Rural)

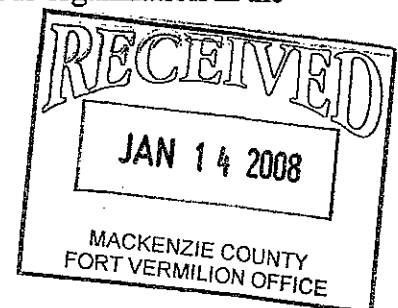
Representing the Mackenzie County Council are Lisa Wardley of Zama and John W. Dreidger of La Crete.

Please update your records and feel free to contact Judy or Anne should you require any further information, thank-you. We look forward to working together with your organization in the spirit of collaboration and community literacy.

Yours Truly,

J Ostrowski

Judy Ostrowski, Chairperson



Carol Gabriel

From: JAKE & SUE WOLFE [wolfeman@telus.net]
Sent: Wednesday, January 09, 2008 9:19 PM
To: Undisclosed-Recipient:;@priv-edmwaa06.telusplanet.net
Subject: fish & game renew, 2008 AFGA CONVENTION, AFGA NEWS
Attachments: fish & game renew.jpg; 2008 AFGA CONVENTION.jpg; AFGA NEWS.jpg

TO WHOM THIS MAY CONCERN.

i believe that some sort of representation should attend this important convention in edmonton feb21-23 2008.

- local fish and game clubs
- interest groups
- local governments/committees

sincerely

jake j wolfe

- member of the mighty peace fish and game asso.
- member at large for the upper hay fish & game committee

cell=926-6191

fax=928-4073

e-mail= wolfeman@telus.net

The message is ready to be sent with the following file or link attachments:

- fish & game renew
- 2008 AFGA CONVENTION
- AFGA NEWS

Note: To protect against computer viruses, e-mail programs may prevent sending or receiving certain types of file attachments. Check your e-mail security settings to determine how attachments are handled.

The Alberta Fish and Game Association



Celebrating a Century in Conservation

February 21 - 23, 2008

Mayfield Inn & Suites Convention Centre

16615 - 109th Avenue, Edmonton, Alberta, T5P 4K8

Hosted by: The Alberta Fish and Game Association and
Zone 5 - Northeastern Alberta Fish and Game Association
Steve Witiuk, Conference Chair * (780) 464-1450 * ramwitiu@telus.net

**ALL CLUBS THAT ARE AFFILIATED WITH AFGA ARE ENCOURAGED TO
(AND SHOULD) ATTEND THE 100 YEAR CELEBRATION IN 2008!**

**NOTICES SENT OUT IN THE SEPTEMBER CLUB MAILOUT INDICATE THE
NUMBER OF DELEGATES EACH CLUB CAN SEND. DON'T MISS OUT ON
EARLYBIRD REGISTRATION - JANUARY 4TH, 2008!!**

REGISTER BY FAX: (780) 437-2342 REGISTER BY EMAIL: office@afga.org
REGISTER ONLINE: www.afga.org (September 1st, 2007)

**DON'T MISS OUT ON THIS ONCE IN A LIFETIME OPPORTUNITY
TO BE A PART OF HISTORY!**

For information regarding the Companion Program contact:

Robyn Butler (780) 895-7799

r.butler@primus.ca

Rita Poirier

gordrita@telus.net

Crystal Schlachter

crystalschlachter@hotmail.com

For information regarding the Youth Program contact:

Don Koziol (780) 352-4620

don.koziol@ualberta.ca

Fishing Chair Report

Gord Poirier



Well I found one of the problems with fisheries management, the time lag involved from finding a problem, to the change in regulations to help with the problem. It is over two years in most cases. It is not a knee jerk reaction because even my knee works faster than that.

My example is Bourque Lake up by Cold Lake. It's a small lake but because of oil production in the area it is easily accessed. Fall walleye test netting in 2003 showed good numbers of mature fish. In 2006 the results showed a collapsed population. A 43% drop in fish numbers. Why the population dropped is not answered. Over fishing, illegal net fishing, poor spawning, water quality change, alien abduction, could be all of these, or something different.

The only thing common with all lakes with reduced population of walleye is the licensed angler is reduced in their possession limit. In this case from a daily limit of 1 walleye to 0 or catch and release only. The licensed angler pays the price again. Cutting our limit is the easiest and should be the quickest way to protect the remaining stock. The longer a problem goes unchecked

the longer it takes to repair. Each year of problem could mean 2 to 5 years more for recovery.

This time lag was mentioned at the fisheries round table in Edmonton and discussed. The policy of public consultation before any reg changes slows the process. Maybe a short cut is needed. Consult with the local fish and game clubs because we are the most involved members of the public. From the time a problem is found to consulting with a club is one month at most, make the reg change then hold the public consultation. This would cut years off the recovery time, and bring the population back up to a sustainable level with some fishing pressure allowed.

Of course this is only if other reasons for fish mortality stops also, and the problem is not water quality. Kehewin lake has had 0 daily limit on walleye for at least 12 years. The walleye population has not recovered to the point where bait other than maggots and mealworms can be used. Anglers were not the only problem on this lake, but we still have to pay the price and wait.

Is stocking walleye the answer?



Could be if the other reasons for fish mortality are taken care of.

I will tell you some more good news about the walleye hatchery and a new to them method of raising real fingerlings. The news will be in the conference package and or the next Edge; because all of you are not going to the conference. Steve and the committee have been working hard to put on the best convention possible, and of course the office staff has been doing lots of the work also.

If you are going, see you there, and if not I hope you get to read my next Edge article.

Gord Poirier

AFGA fish chair



CHECK OUT OUR NEW WEBSITE !!

WWW.AFGA.ORG

- . Make donations online!
- . Purchase memberships online!
- . Register for conference online!
- . Purchase Raffle Tickets online!
- . Browse our informative site!

Tell us what you think!



RENEW YOUR MEMBERSHIP TODAY!

Your membership is about to expire. Please contact the person that you purchased your membership from last year or contact your Club's membership chair named below. If you have already renewed your membership please disregard this notice.

MEMBERSHIP BENEFITS include:

- Six copies per year of the Outdoor Edge magazine,
- \$2,000.00 Accidental Death and Dismemberment coverage,
- 20 to 40% discounts on eye-wear products at various locations in Alberta,
- Long Distance Savings Program on both land line and Cell phones,
- Discounts on personal insurance through Allied Insurance Services Ltd,
- Exciting rewards, additional savings, and exclusive offers on a number of fine products and services,
- Entry into major contests for valuable prizes and cash,
- Opportunity to participate in youth camps, and other assorted courses,
- Satisfaction of knowing you support sound resource management and conservation principles.
- News Releases via email directly from AFGA.
- Increasing the strength and voice of the AFGA when it deals with government, industry, and other organizations on matters and issues of concern to outdoor enthusiasts.

Please renew your membership with your club. Please make cheques payable to your club:

Mighty Peace Fish and Game Assoc.
PO Box 1184
Lacreté, AB T0H 2H0

CONTACT: ABE BERGEN
PHONE: 780-928-2063 OR 780-841-1412

PLEASE NOTE:

-IF YOU ARE A LIFE MEMBER PLEASE DISREGARD THIS NOTICE. IF YOU HAVE PURCHASED A MULTI-YEAR MEMBERSHIP WITH YOUR CLUB, THE CLUB SUBMITS YOUR MEMBERSHIP ON A YEARLY BASIS.

-FEES ARE DETERMINED BY EACH CLUB AND MAY HAVE CHANGED SINCE YOUR LAST RENEWAL - PLEASE CONTACT THE CLUB FOR THE CURRENT RATES.

Your membership supports the Alberta Fish and Game Association, Alberta's Largest Conservation Organization. Visit us today at www.afga.org



- For Immediate Release -

City of Edmonton Once Again Proposes Closing City Centre Airport Chairperson of Airline Upset Over Reversal of Commitment to Downtown Airport

Fort McMurray: January 10, 2008

The Chair of the Board of Directors of the Mikisew Group of Companies, including Air Mikisew, is shocked to hear that elected officials in Edmonton are once again discussing closing the Edmonton City Centre Airport in favour of residential development.

“Not three years ago when our airline signed an operating agreement to fly into the Capital Region Commuter Airport the Mayor of Edmonton, the Edmonton Airport Authority and others insisted the airport would remain open for the term of its lease, something in the neighbourhood of fifty years. Communities across the north, airlines, businesses in Edmonton and the north, health authorities, the provincial government and so many others have been told by ‘team Edmonton’, who continually feels it is their prerogative to dictate air transportation versus managing airports, that the downtown commuter airport would remain open for the fifty year term of the lease granted to the Airport Authority”, offered Russell Kaskamin, Chairperson of the Mikisew Group of Companies, in disgust.

“Edmonton City Councillor Tony Caterina offers that a viable, effective air transportation system in and out of Edmonton could support the reduction in death and carnage on our highway linking Fort McMurray and Edmonton and he’s immediately jumped on by Councillor Bryan Anderson and the Airport Authority. No one’s suggesting returning to full jet service yet as soon as someone offers a helpful suggestion on supporting the reduction in death and carnage on our highway he’s targeted for ridicule. My airline flies at full capacity in and out of Edmonton though through punishing restrictions we cannot fully serve the travelling public wanting to do business between the so-called Gateway to the North and the oilsands city Fort McMurray”.

“Our 19-seat aircraft are built as commuter aircraft, operate with propellers, are designed and licensed as commuter aircraft, are the choice of aircraft across Canada and other parts of the world with regard to efficient air commuter service yet Edmonton dictates that we can only carry half a load in 10 passengers and in doing so we can only fly a certain number of flights each week. Do they dictate that Westjet, Air Canada, Greyhound and Via Rail can only carry half loads?” questioned Kaskamin.

“We are doing business in the oilsands, own a manufacturing business in Edmonton and have business interests in other communities and none of our companies are so adversely affected by primitive and socialist-style policies. These policies are put in place by the airport authority to dictate and control air service versus what the airport authority should be focussing on, this being the effective management of the four Capital Region airports”.

“I am an elected official with my First Nation. As an elected official I have been warned by my airline management team to be wary of engaging verbally with the Edmonton Airport Authority for fear of retaliation against my airline. If the Edmonton elected officials can shut down discussion on ideas that contribute to safer highways then why can't I comment on my feelings as to why an effective “Open Skies” air transportation strategy in the province should not be a welcome direction in what I thought was a province that promoted open free market business and as well transportation safety. The Province of Alberta is focussed on transportation strategies for rubber tire and rail yet paralyzed to do something about introducing an effective and efficient air transportation strategy where the market and consumer determine air service not punitive and punishing policies. We've got no less than four private airstrips opening up around us in the Fort McMurray area with no restrictions. When will the public airports catch up to the fact that the consumer and market should determine the level air service? The day of airport authorities determining airline operation versus effectively managing airports should be in the past. It's not fair and quite the double standard that the private airstrips and their airlines can operate without restrictions yet the public airports we operate out of dictate how we can operate our airline”, said Kaskamin who serves as a Councillor with the Mikisew Cree First Nation.

“Hats off to Councillor Caterina who suggests that an effective commuter airport can serve both Edmonton and the communities including Fort McMurray that Edmonton suggests are important communities to do business with and build relationships with. Cities across North America have openly suggested that an international airport and a complimentary commuter airport is the ideal combination for effective long haul and business air transportation. Why is Edmonton so focussed on the bleeding of the Capital City Commuter Airport and obvious positioning of this airport for death via the restrictive and punishing policies levied on it and the airlines that serve Edmonton at this airport? Perhaps finally the secret agenda so well known by many is finally out in the open as offered by Councillor Bryan Anderson ‘that in the next three to five years, the talk should move to shutting the airstrip down completely adding the land could be used for residential development’. The Mikisew property development division would be interested in meeting with Councillor Anderson and his developers, just let us know once and for all if our business interests should be airline operation or property development so we can plan more than a year out”, concluded Kaskamin.

-30-

Russell Kaskamin
Co-Chair, Mikisew Group of Companies
Councillor, Mikisew Cree First Nation
(780) 697-3740

Dale Monaghan
Chief Operating Officer
Mikisew Group of Companies
(780) 719-1250

-120-

ALBERTA SURFACE RIGHTS FEDERATION

Box 55, Round Hill, AB., T0B 3Z0, Ph/fax, 780-672-6021

WWW.Albertasurfacerights.ca**ANNUAL MEETING****Monday February 25, 2008****Norsemen Inn, 6505-48 Ave., Camrose, AB., (West end).**

All Acreage and Landowners and Interested Persons welcome

9:00 am – Registration (payment at door) - \$25.00, includes Dinner and Coffee.
 We would like to know how many would be attending for dinner, if possible.
 (Please let Tony, Brent or Tom know if attending)
 Please, do not let this stop you from attending at the last minute.

9:30 am – Opening of Meeting. Minutes, Treasurers Report, Appointment of Reviewer

10:00 am - Resolutions - Appointment of resolution committee and Chairperson.
 Reading of resolutions presented by ASRF board.

10:30 am – Coffee.

10:45 am – Landagents Advisory Committee Report - Bernie von Tettenborn .

Committee Reports-Land Agents-Warren Brower: Bill 31- Perry Nelson & Darcy Willis:
 Surface Rights- Perry Nelson: Organic Farming- Ron Steinke: Fracing- Don Bester

11:30 am – Larry & Barbara Graff – Their experiences on H2S.

12:00 Dinner

1:00 pm – Acceptance of resolutions. (that are prepared).

1:30 pm - Guest Speaker: Dr. Kaye H. Kilburn, M.D.-Introduced by Andrew Nikiforuk.

On H2S, Sour Gas- Prolonged & long term exposure to minutes amounts of H2S that has a detrimental effect on health by his research done.

3:00 pm - Resolutions:

4:00 pm - New Business: -By-laws of the ASRF??

For more information call; President, Tony Nichols – Phone 403-882-2343

Executive Secretary, Tom Nahirniak- Ph/fax 780-672-6021

Assistant Executive Secretary, Brent Mailer- Ph-403-876-2132: Fax 876-2820

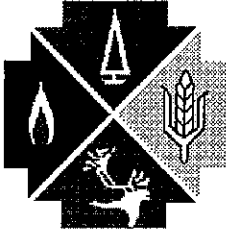
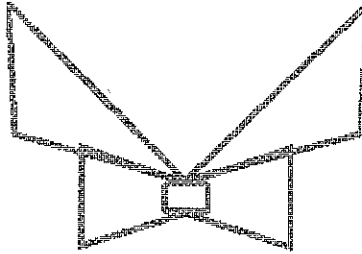
WANTED

Photo's of your wellsites or pipeline (WRECKS) for our display board

The Norsemen Hotel, Please phone ahead if possible for room reservation and for a special rate of \$89.00 + tax = \$97.90: (please ask for surface rights rooms)

Phone-780-672-9171, or toll free 1-877-477-9171 or Fax -780-672-0130

Come Join Us!



The High Level & District Chamber of Commerce
**Presidents' Ball & Annual
Community Awards Gala**

Saturday, February 16th
The Four Winds Banquet Room
6 pm Cocktails 7:00 pm Dinner
AWARDS PRESENTATION AUCTION DANCE
Tickets for The Evening \$45.00 / Person

Formal

Semi-Formal

I, _____ would like # _____ of tickets.

_____ *Payment Enclosed*

_____ *Please Send an invoice (Email or Mailing Address _____)*

_____ *Visa/MasterCard (Please call # _____ for Authorization)*

I, would like to nominate _____

For the Award of _____

Their Address is: _____ Their Phone: _____

Please attach a sheet of paper with your reasons & as much detail as possible

*(Please see Attached list of Previous Winners)
Deadline for Nominations is Saturday, January 26
Please fax to The Chamber Office 926 - 4017 Thank You!*

High Level & District Chamber of Commerce

ANNUAL AWARDS

	Citizen of the Year	Junior Citizen of the Year	Volunteer of the Year	Small Business of the Year	Gordon Reid Pioneer Business	Elaine Atkinson Memorial Best Business	Senior Citizen of the Year	Farm Family of the Year
1996	Gary Peterson	K. Pierrard	K. Foss	TNJ Fashions	B&H Thomson B&W Tire	P&A Dechant	Pete Bjornson	B&D Fedeyko
1997	P. Hennickson	M. Chafe	Pat Kulscar	Subway	R&S Sander	R&I McIntosh	E. Walter	Bateman Family
1998	Crystal McAteer	S. Norton	Don Warman	Traditions	D&M Gramson Northern Services	S&C Morad	Royal Canadian Legion Veterans	P&C Chomiak
1999	Irwin Packham	T. Steffan	Jenny Cardinal	M&M Real Estate	REW Electric	High Level Construction	E&E Larson	L&B Brewster
2000	Mike Mihaly	Wayne Rechlo	Melanie Dechant	Juke Box Cafe	D&P Wickburg Poncho	Larry Hyrnink	Jean Arsenault	P&D Quick
2001	Sylvia Kennedy	Kelita Card	Baily Selwyn	Dollar Store	Knelsen Sand & Gravel	Chinchaga Carriers	Fern Juneau	Virginia & Louis Batt
2002	Clark McAskile	Jessica Mitchell	Jasmine Chafe	Modern Touch Esthetics	The Echo	Home Hardware	Alex & Betty Dechant	Bill & Laurreta Jenkins
2003	Wendy Parkin	Kashtyn Kidder	Sue Ahnassay	Hub Mini Mart	Norpine Auto Supply	Kentucky Fried Chicken	Ethel Mihaly	Walter & Bonnie Sarapuk
2004	Aphonse Dechant	Kylan McAskile	Brian Donovan	Raye Signs	Hunter Home Building Centre	Value Drug Mart	Leo McNamara	Billie & Wayne Griffiths
2005	Father Robert Filion	Amber Fernie	Eve Headley	TheraPro	Delta Helicopters	Parma Ventures	Eric Larson	Jay & Jan Lanti
2006	John Crisp	Lindsay Parkin	Laurreta Jenkins	High City Hair	The Source by Circuit City	Greyhound Bus Depot	Helen Kuschnereit	Herman & Judy Dyck

January 07, 2008

NOTICE

ALL ALBERTA MUNICIPALITIES

Pursuant to Section 508 of the Municipal Government Act 2007 Equalized Assessment Appeal

TAKE NOTICE that the City of Calgary has filed appeals with the Municipal Government Board (MGB) respecting their 2008 equalized assessment.

TAKE FURTHER NOTICE that any municipality wishing to intervene in these matters must file a notice of intent to intervene with the MGB no later than February 06, 2008. A letter of intent will suffice as a notice to intervene. Pursuant to Section 508 of the Municipal Government Act, a formal authorization of intervention (Council's Resolution) must follow the initial notice. A copy of the notice of intent and the resolution must be provided to the Appellant and the Respondent.

The MGB will not provide copies of any further correspondence in these matters unless the notice of intent to intervene is filed.

Notification on the next phase in the appeal process will be provided to the parties and those municipalities filing a notice of intent.

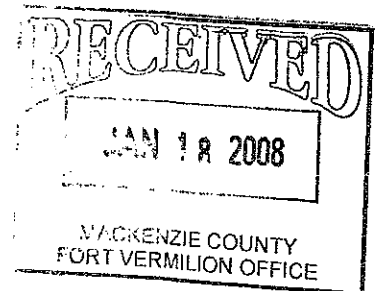
A copy of the City of Calgary appeal may be obtained by contacting the MGB.

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

Luisa Adams

MUNICIPAL GOVERNMENT BOARD

cc: I. McClung, Director/City Assessor, City of Calgary
O. Tobert, City Manager, City of Calgary
L. Downey, Director, Education Tax and Equalized Assessment Unit
S. White, Executive Director, Assessment Services Branch



Info.

Carol Gabriel

From: Rick Bastow [Rick.Bastow@gov.ab.ca]
Sent: Friday, January 18, 2008 10:08 AM
To: lccoc@telusplanet.net
Cc: tina@paddleprairie.com; tbroome@rainbowlake.ca; Bill Kostiw; dkrause@highlevel.ca
Subject: Community Promotion Opportunity

Good Morning Everyone,

The following info is for a Community Promotion Opportunity and I am passing it on for information purposes.

TV's Canada AM is seeking Alberta locations to star on morning program

Live-remotes for Spring and Summer 2008

CTV's Canada AM, Canada's most watched morning show with a viewing audience of 1.5 million, is interested in a series of Alberta live-remotes for their Spring and Summer 2008 scheduling.

Travel Alberta will be putting together the Alberta proposal, so please send us your ideas by February 15, and we will submit it to them for their consideration.

Criteria to keep in mind:

- The location/venue can be indoors or outdoors, however please take into account that they need to film live on location for their eastern broadcast, thus filming will take place from 4 a.m. MST - 7 a.m. MST and crew set-up can begin as early as 1 a.m. MST
- They are looking for unique ideas and activities that Jeff Hutcheson, weatherman, can participate in. As an example, Jeff has most recently hosted segments at the Ultimate Oiler Fan home, the Oil Sands Discovery Centre, the Royal Tyrrell Museum, and the TELUS World of Science Calgary
- They are very much interested in human interest stories that highlight the various communities of Alberta and are looking for unique "characters" to interview on their program, as this strongly promotes Alberta's diversity as a "must-see" travel destination
- They require a live studio audience, therefore we would be looking to work with the host destination or location to recruit a live media audience (between 25 and 50 people)

Please send your ideas and proposals, or direct any queries to:

Noelle Aune
Executive Director, Media and Marketing
Travel Alberta International
Tel: 403.509.2525
Email: noelle.aune@travelalberta.com

Rick Bastow
Regional Development Project Officer, Peace River
Immigration, Economic and Rural Development
Alberta Employment Immigration & Industry
Bag 900-3, Provincial Bldg
9626-96 Avenue
Peace River, Alberta T8S 1T4
Phone: 780-624-7119
Fax: 780-624-6490
rick.bastow@gov.ab.ca

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distribute, or take action relying on it. Any communication received in error, or subsequent reply, should be deleted or destroyed.

Rick Bastow
Regional Development Project Officer, Peace River
Immigration, Economic and Rural Development
Alberta Employment Immigration & Industry
Bag 900-3, Provincial Bldg
9626-96 Avenue
Peace River, Alberta T8S 1T4
Phone: 780-624-7119
Fax: 780-624-6490
rick.bastow@gov.ab.ca

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**MINUTES OF A MEETING
NORTHERN ALBERTA ELECTED LEADERS
FRIDAY, JANUARY 11, 2008
GRANDE PRAIRIE, ALBERTA
10:00 a.m.**

DRAFT

ATTENDANCE

Bernadine Benson, Executive Assistant, City of Grande Prairie
Bill Rogan, County Administrator, County of Grande Prairie No. 1
Brent Dechant, Councillor, Town of Fairview
Carmen Ewing, Mayor, Village of Girouxville
Claude Lagace, Mayor, Town of Sexsmith
Dan Dibbelt, Executive Director, Northern Alberta Development Council
Dan Percy, Grande Prairie Chamber of Commerce
Dave Gourlay, City Manager, City of Grande Prairie
Dean Krause, Chief Administrative Officer, Town of High Level
Don Good, Councillor, Town of Peace River
Donald Regier, Mayor, Town of McLennan
Dwight Logan, Mayor, City of Grande Prairie
Everett McDonald, Reeve, County of Grande Prairie, No. 1
Frances Davis, Reeve, Clear Hills County
Garry Peterson, Chief Administrative Officer, Town of Valleyview
George Schmidt, Mayor, Town of High Level
Greg Newman, Reeve, Mackenzie County
Isak Skjaveland, Councillor, Town of Sexsmith
Jack Kramer, Northern Alberta Development Council
Jan Mazurik, Northern Alberta Development Council
Jeff Renaud, Deputy Chief Administrative Officer, Municipal District of Big Lakes
Jeffrey O'Donnell, Town of Fairview
John Brodrick, Chief Administrative Officer, Town of Manning
Ken Glover, Director, Wood-Works
Larry Baran, Chief Administrative Officer, Town of High Prairie
Leona Hanson, Mayor, Town of Beaverlodge
Lloyd Johnston, Manager Town of Fairview
Louise Krewusik, Mayor, Town of Grande Ceche
Margaret Tardif, Mayor, Town of Falher
Mary Joan Aylward, Brand Manager, Branding the Peace
Matt Dika, Mayor, Village of Rycroft
Norm Adolphson, Mayor, Town of Valleyview
Pamela Marriott, Mayor, Town of Swan Hills
Rhonda Tofteland, Mayor, Village of Hythe
Rick Dumont, Mayor, Town of High Prairie
Ron Longtin, Councillor, Village of Berwyn
Sandy Isaac, Municipal Administrator, Village of Rycroft
Sunni-Jeanne Walker, Mayor, Town of Manning
Tammy Chavis, Chief Administrative Officer, Town of McLennan
Tim Stone, Reeve, Saddle Hills County
Walter Sarapuk, Councillor, Mackenzie County

Dwight Logan, Mayor, City of Grande Prairie and host community, opened the meeting at 10:00 a.m. On behalf of the City of Grande Prairie, Mayor Logan welcomed all participants. On behalf of the County of Grande Prairie No. 1, Everett McDonald, welcomed all participants. Introduction of participants was made.

ADMINISTRATION

It was **MOVED** by Carmen Ewing **THAT** the agenda be adopted.

CARRIED

It was **MOVED** by Rick Dumont **THAT** the minutes be adopted.

CARRIED

CORRESPONDENCE

The Town of High Prairie provided a copy of a December 14, 2007 letter which was sent to the Northern Alberta Mayor's and Reeves' Caucus advising them of the town's decision to discontinue with their attendance at future caucus meetings, as it was felt by the Town of High Prairie that the concerns relating to northern communities was not being understood.

It was **MOVED** by Ron Longtin **THAT** the correspondence be accepted for information.

CARRIED

John Brodrick, Chief Administrative Officer, Town of Manning provided those present with a brief history of the Northern Alberta Mayors, Reeves, Chiefs, Chairpersons and CEO's group, which had its first formal meeting in the Town of Manning in 2004. At that time it was felt that an informal type of forum was needed where northern communities, north of Edmonton, could meet to share and discuss common issues, and/or seek advice and possible support for individual municipal concerns.

ELECTIONS

It was **MOVED** by Ron Longtin **THAT** all present at the meeting of January 11, 2008 are eligible to vote on the election of Chair and Vice-Chairs. Each municipality is to have one vote, regardless of whether or not there is more than one representative from the municipality, and regardless of where or not the municipality has paid their 2007 \$100.00 administration fee.

CARRIED

Rick Nicholson was **NOMINATED** by Rick Dumont to the position of Chair. Margaret Tardiff **MOVED** nominations cease.

CARRIED

Tim Stone was **NOMINATED** by Carmen Ewing to the position of Rural Vice-Chair. Sunni-Jean Walker **MOVED** nominations cease.

CARRIED

Friday, January 11, City of Grande Prairie

Margaret Tardiff was **NOMINATED** by Brent Dechant to the position of Urban Vice-Chair. Carmen Ewing **MOVED** nominations cease.

CARRIED

In the absence of Chair Rick Nicholson, Urban Vice-Chair Margaret Tardiff assumed the responsibilities of chairing the meeting.

FINANCE

The City of Grande Prairie offered to continue to collect funds and administer the financial side of the organization.

It was **MOVED** by Brent Dechant **THAT** the Northern Alberta Development Council, Secretariat to the group, send invoices to all north western municipalities for the 2008 January to December fiscal year. Invoice amount will be \$100.00 (one hundred dollars).

CARRIED

Cheques are to be made payable to the City of Grande Prairie with a notation the funds are for the Northern Alberta Elected Leaders group. As stipulated in the minutes from the High Prairie June 15th meeting, it will be necessary for both the Chair and one Vice-Chair to sign before any funds can be released.

NAME CHANGE

As requested by past Chair Mike Mihaly, alternate name suggestions for the group were discussed.

It was **MOVED** by Don Good **THAT** the Northern Alberta Mayors, Reeves, Chiefs, Chairpersons and CEO's group name be changed to *Northern Alberta Elected Leaders*.

CARRIED

ROUNDTABLE

Town of Fairview: Brent Dechant, Councilor, Town of Fairview, on behalf of the Town of Fairview, requested that the Northern Alberta Development Council, as Secretariat for the Northern Alberta Elected Leaders coordinate future meetings with northern and southern MLA's to tour various municipalities in the north.

PRESENTATIONS

Ken Glover, Director, Alberta Wood-Works, which is a division of the Canadian Wood Council, provided a presentation describing the current market conditions for Alberta's forest industry. Wood-Works is seeking commitment from all levels of government to use more wood products and is also seeking support from Alberta's industrial sector, developers, private builders, churches, clubs, associations, institutions and individual companies to build more with wood. The company is working with post-secondary institutions in the development and delivery of wood construction technologies and training, sharing wood product information and seeking support from individual Alberta to use Alberta wood products. Mr. Glover requested that those present ask their municipal Council to adopt a "build with wood" resolution in an attempt at integrating wood with other commonly used products in any future building projects their municipalities may be involved with.

It was requested by Dave Gourlay that Wood-Works provide a sample resolution for those municipalities that wish to pursue this request.

Northern Alberta Development Council: Dan Dibbelt, Executive Director, Northern Alberta Development Council (NADC), provided an update on the activities and projects the NADC is currently involved with. The most recent of those is the NADC's partnering with the Edmonton Journal on a *Northern* section of their newspaper. Terms of Reference are being finalized. Input from all northern municipalities is being sought for submissions on northern news articles. The submission deadline is January 22, 2008. The first Northern section is tentatively set for March 26, 2008.

Branding the Peace: Mary Joan Aylward, Branding Manager, Branding the Peace provided background information and updates on Branding the Peace - "Peace Country people and businesses working together in the Branding the Peace Country Association to promote Peace Country products and services to the rest of the world." Branding the Peace is an innovative project dedicated to developing and promoting strategies that encourage a marketing advantage for the Alberta and British Columbia Peace Country of Canada. Membership in the Branding the Peace Country Association is open to organizations and individuals from across the Alberta and British Columbia Peace. The groups' current focus is on strategic position on the global market. For additional information contact: brandmanager@canadapeacecountry.com

Commuter Air Access Network of Alberta (CAANA): Don Good provided background information on CAANA which promotes the development and operation of an efficient scheduled commuter air passenger service network, focusing on the needs of users and providers to achieve optimal access to air services within and adjacent to the Province of Alberta, including the best possible link to government, health and business services in the Capital City via the Edmonton City Centre Airport. CAANA is requesting the Northern Alberta Elected Leaders group to pass a motion to reconfirm its support.

It was **MOVED** by Rick Dumont **THAT** the Northern Alberta Elected Leaders reconfirm their support for an Open Skies Policy in Alberta and further, confirm their resolve to achieve efficient access to the Capital City of Alberta through the Edmonton City Center Airport.

CARRIED

Friday, January 11, City of Grande Prairie

Terms of Reference

It was **MOVED** by Ron Longtin **THAT** Chair Rick Nicholson; Rural Vice-Chair Tim Stone; Urban Vice-Chair Margaret Tardiff; and Dan Dibbelt, Executive Director, Northern Alberta Development Council and Secretariat to the Northern Alberta Elected Officials group, review the Terms of Reference. In addition the Chair will have the authority to choose two additional members to sit on this review committee to ensure both urban and rural municipalities concerns are heard.

CARRIED

It was agreed that February 29, 2008 be the deadline for municipalities to submit comments regarding the present Terms of Reference to the Northern Alberta Development Council. Those comments can be directed to jan.mazurik@gov.ab.ca

(The Terms of Reference as adopted at the June 15, 2007 Northwest Alberta Mayors, Reeves, Chief Administrative Officers, Chiefs and Chairpersons meeting are attached)

NEXT MEETING DATE: It was agreed that quarterly meetings would be beneficial to the group. On behalf of the Town of Fairview, Brent Dechant offered to host the next meeting on Friday, April 18, 2008 in Fairview. Exact venue will be determined at a later date.

It was **MOVED** by Sunni-Jean Walker **THAT** the meeting be adjourned at 2:28 p.m.

CARRIED

ADDITIONAL INFORMATION:

In an e-mail received from the City of Grande Prairie's Executive Assistant on January 14, 2008, the following municipalities had paid the administrative fees for 2007:

Town of Grimshaw
Mackenzie County
Town of Falher
Town of Rycroft
Town of High Prairie
Village of Girouxville

Friday, January 11, City of Grande Prairie

TERMS OF REFERENCE

Name: North West Reeves, Mayors, Band Chiefs, Settlement Chairpersons, and CAO's Group

Alternate Suggestion: North West Regional Local Leaders Round Table

Mission: To provide a positive environment for local leaders to discuss issues of concern, educate themselves on issues, and , where appropriate, to find ways to impact the decisions of the other orders of government.

Vision: Our group will improve the understanding of municipal, first nations, and Métis leaders of issues that affect our northwest region and, where appropriate, will lobby other orders of government on issues that affect northern Alberta.

Principles: Our group will:

- focus the agenda on issues of a regional nature that impact more than one member
- be open to guests, including members of the other orders of government, the AAMD&C, AUMA, FCM, Education Boards, Hospital Boards, and individuals or members of any other group that have valuable information to share
- not compete with AAMD&C, AUMA, or FCM

Strategies: Our group will:

- admit as a member any municipality, First Nations band or Métis settlement located within the north-western boundaries of NADC
- each member may send as delegates their chief elected official or their designate and their chief administrative officer or their designate
- allow one vote per paid up member
- set an annual administration fee
- allow a municipality to opt out of any decision that the group may make
- meet at least twice each year at rotating locations co-hosted by at least two members, more often as required, and may meet with the north-eastern local leaders annually
- request that NADC provide administrative and other support as may be within its mandate
- request that motions on action items be submitted at least one month in advance of any meeting
- elect a chair and up to two co-chairs for one year terms with the expectation that the traditional rural, urban, and aboriginal communities would be represented

Friday, January 11, City of Grande Prairie

Your Name _____
Phone Number _____
I Would Like _____ Ticket (s)
or
I Would Like _____ Table(s)
Complete and Fax to:
(780) 928-2234

Dear: Valued Member

The La Crete and Area Chamber of Commerce would like to invite you and your staff to our upcoming **Annual General Meeting** which has been changed to **March 7th**. Each year our AGM is a huge success, bringing together over 200 individuals from a variety of businesses to promote and encourage business relations within the local community. One of the Chamber's main focuses for hosting the Annual General Meeting is to encourage the growth of the business community and to acknowledge outstanding business and community achievements throughout the past year. Spouses are also invited to this evening event.

This year's AGM will be taking place on March 7, 2008 at the La Crete Heritage Center at 6:30pm. Mr. Frank Oberle, and a variety of guest speakers will also be present at this year's event. A variety of events will be taking place including a formal dinner, a presentation of business and community awards, and a live auction. Each business and community award will be chosen based on local input from the community. Five different awards will be presented at this year's AGM including Business of the Year, New Business of the Year, Individual of the Year, Graduate of the Year, and Farm Family of the Year.

Once again we invite you to come out and participate at this year's AGM. The cost of a single ticket is \$30.00. A table of eight can also be purchased at a 10% discounted rate of \$216. For more information or to purchase your ticket please visit our website at www.LaCreteChamber.com or call the La Crete and Area Chamber of Commerce at (780) 928-2278. We look forward to having your presence at this year's AGM.

Sincerely,

Management

La Crete Area Chamber of Commerce
Box 1088 La Crete, Alberta T0H 2H0
Tel: (780) 928-2278 Fax: (780) 928-2234
Lccoc@TelusPlanet.net
www.LaCreteChamber.com

Criteria For AGM Awards

We need your input to help us select our award recipients at this year's Annual General Meeting. The awards will be presented at our AGM meeting on March 7, 2008 at the La Crete Heritage Centre.

Please fill out the following form and fax it to 928-2234. Or email lcccc@telusplanet.net.

Please fax this form back ASAP

(Fill in the Blanks)

Business of the Year

- *Community Involvement* – Does the business become involved in the activities of different organizations in town? Do they support different functions either financially or through attendance?
- *Growth and Development in the past year* – Has the business shown any sign of growth or improvement in how they operate?
- *Outward appearance of business property* – Does the business present themselves well to the community? Is the business attractive and inviting?
- *Customer Service* – Does the business treat its customers fairly and honestly? Are people generally happy with the service at this business?
- *Staff Relations* – Do the staff members seem to be happy at their workplace. Does the business have a high turnover rate for no obvious reasons?

New Business of the Year

- *Idea of new Business* – Is the new business one that will attract a lot of interest from the community? Will it appeal to a wide range of people?
- *Location and presentation of new business* – Is the new business located in such a way to maximize the amount of people that will notice the business? Is the new business attractive and neat?
- *Likelihood of success* – Is the new business one that will likely last for many years or is it likely to lose its newness and die out? Is there a good customer base for this business?
- *Number of jobs created* – Did the new business provide any new jobs for people in the area? Are these jobs likely to be reliable?
- *Community Involvement* – Does the new business become involved in the activities of different organizations in town? Do they support different functions either financially or through attendance?

Individual of the Year

- *Volunteer involvement* – Does the individual volunteer their time in helping other organizations in the community? Do they sit on different boards or committees?
- *Employment success* – Does the person excel at their employment? Do they balance their work life well with their community involvement?
- *Community Involvement* – Does the person become involved in community activities and events? Do they offer their time or experience in aiding others?

Graduate of the Year

- *Grades throughout the year* – How has the student done in their school work? Have they achieved high marks? Did they improve throughout the school year?
- *Extra-curricular activities* – Does the student become involved in anything other than their school work? Do they play sports? Are they on the Grad or Student Council committees?
- *Community Involvement* – Does the student become involved in community activities and events? Do they show interest in the advancement and improvement of their home town?

Farm Family of the Year

- *Success of the Farm* – Has the family had a successful year? Are they able to build up their farm, or just barely survive?
- *Community Involvement* – Does the family become involved in community activities and events? Do they offer their time or experience in aiding others?

Develop and Maintain an Engaged Workforce!



4 Keynote Speakers:

Gary Gregor Winning Your Inner Game
Michael Kerr Inspiring Workplaces
Cheryl Knight Draw The World Into Your Workplace
Jen Wetherow Creating Great Workplaces

Cold Lake, April 9-11, 2008

A MUST ATTEND for every employment sector:

- Supervisors
- Managers
- HR Staff
- Business Owners
- Oil & Gas
- Health Care
- Education
- Government



16 Plenary Sessions Including:

Bringing Foreign Workers To Canada
Aboriginal Attraction and Retention
How To Have Difficult Conversations
Building and Educating Tomorrow's Workforce

For Details Contact:

Cold Lake Regional Chamber of Commerce
Tel: 780-594-4747
Fax: 780-594-3711
Email: clrcc.ed@incentre.net
Website: www.coldlakechamber.com

Unleashing Leadership

Becoming a Magnet Employer

Realizing the Northern Potential



Alberta Employment, Immigration and Industry

Community Futures Lakeland

EMPLOY Abilities



Northern Alberta Development Council

CONTRACTING LTD.

AADAC Alberta Association of Business
Making Small Business Grow



City of **Cold Lake**

**Cost: \$275 / person for entire
2 1/2 day conference, meals incl.**

**Registration packages available
January 2008**

**Contact Cold Lake Regional Chamber of
Commerce For More Information**

Tel: 780-594-4747

Fax: 780-594-3711

Email: clrcc.ed@incentre.net

Website: www.coldlakechamber.com

PC Alberta

Ed Stelmach
Premier

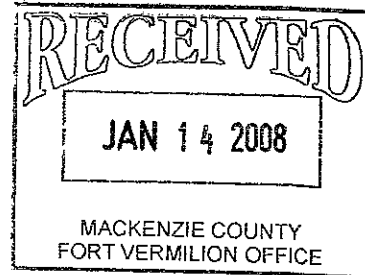
January 7, 2008

Mr. Bill Kostiw
PO BOX 640
FORT VERMILION, AB T0H 1N0

From: George Irwin
2008 Dinner Chair

Dear Mr. Kostiw:

Re: Edmonton Leader's Dinner
Thursday, April 24, 2008



Welcome to the Ticket Sales Committee for the 2008 Edmonton Leader's Dinner. Your efforts are greatly appreciated in making this evening a success. With an election on the horizon, this year will be a very important dinner. In that vein, ticket selling will also be extremely important, so your early efforts on this matter will be crucial.

Kicking off the ticket selling campaign, we will have a reception at the Edmonton Petroleum Club from **5 – 6:00 PM on Tuesday, January 29th**. We will have a short meeting followed by words from **Premier Stelmach**.

We look forward to making this dinner a big success. The biggest variable in this equation is the ticket sales. Please RSVP to Pat Godkin at the PC Office at 423-1624 or pgodkin@albertapc.ab.ca no later than January 24th.

Thank You.

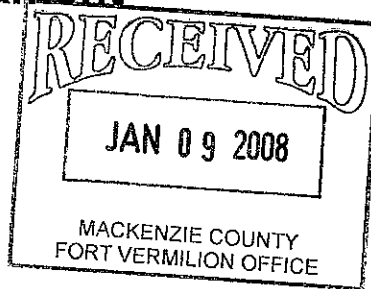
Know who to turn to



2008 Flame of Hope Classic Golf Tournament

January 4, 2008

William Kostiw
Municipal District of MacKenzie
PO Box 640
Fort Vermillion, AB T0H 1N0



Dear Mr. Kostiw,

It's that time to mark your calendars for the event you don't want to miss. On Thursday, September 4, 2008 the Canadian Diabetes Association will be hosting the 10th Annual Flame of Hope Golf Tournament at the Goose Hummock Golf Resort in Gibbons, Alberta. This year's goal is to raise \$150,000.

Two million Canadians live with diabetes today, and one in three of these individuals are unaware that they have the disease. With the alarming increase of Albertans being diagnosed with diabetes each year, at a rate of 1,000 per month the need for your support has never been greater. Through your involvement, we can continue to help people live rich and satisfying lives and reduce the burden of diabetes for all Albertans.

Whether it be raising awareness, reaching out to those at risk, or an increasing commitment to fund research, The Canadian Diabetes Association is committed to improving the lives of those affected by diabetes. We hope to see you on September 4, 2008.

I hope you will consider joining us again at the event. I enclose registration form for your consideration. You can also contact me for more information regarding sponsorship opportunities at this event. Should you have any questions, or require further information, please do not hesitate to contact me.

Sincerely,

Waqar Khan
Development Officer - Corporate
(780) 423-5722 Ext. 250
waqar.khan@diabetes.ca

Committee Chairs

Judge Ernie Walter

Judge Robert Philp

Cal Wall

Committee Members

Bill Kostiw

Charles Rees

David Young

Judge Edward Wachowich

Gerald Chipeur

Jim Wachowich

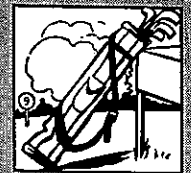
Marilyn Spicer

Richard Mirasty

Honorary Chairs

Minister Iris Evans

Minister Guy Boutilier



Goose Hummock
Golf Resort
Gibbons, Alberta

Thursday
September 4, 2008



January 17, 2008

Councillor Ray Toews
MacKenzie County
PO Box 640
Fort Vermilion, T0H 1N0 AB

Dear Councillor Toews:

Ray
Re: Municipal-Aboriginal Relationships Action Forum

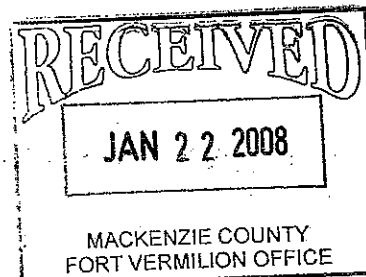
On behalf of the AAMDC Board of Directors, I'd like to express our appreciation for your response to our call for member representation on the Municipal-Aboriginal Relationships Action Forum (MARAF). We were very pleased with the amount of interest that was shown.

At our recent meeting, the Board reviewed the responses received. Unfortunately, you were not successful in being appointed to the MARAF committee. However, your qualifications and interest have been noted for future reference, and I sincerely hope that you will put your name forward for other committee work that may become available.

All the best to you in the New Year!

Sincerely,

Donald W. Johnson
Donald W. Johnson
President





TOWN OF
HIGH LEVEL

Town of High Level
10511 - 103rd Street
High Level, AB T0H 1Z0
Canada

Telephone: (780) 926-2201
Facsimile: (780) 926-2899
town@highlevel.ca
www.highlevel.ca

January 16, 2008

Mr. William Kostiw
Chief Administrative Officer
MacKenzie County
Box 640
Fort Vermillion, AB
T0H 1N0

Dear Mr. Kostiw:

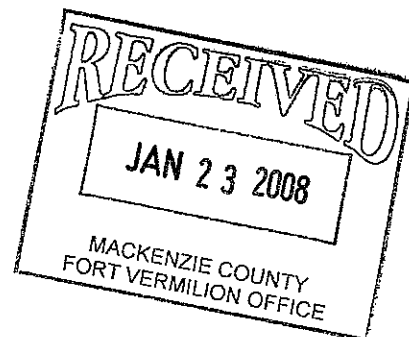
RE: MACKENZIE COUNTY COMMITTEE APPOINTMENT

Please be advised that the Town of High Level Council has accepted the appointment of Councillor Ray Toews to the High Level Airport Advisory Committee effective October 24, 2007 to October 2008.

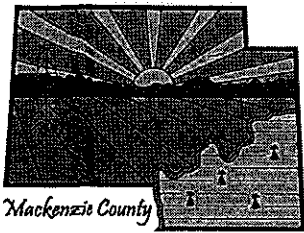
If you have any questions please contact me at (780) 821-4001.

Yours truly,

Dean Krause
Chief Administrative Officer



Gateway To The South



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 30, 2008
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Mackenzie Housing – Affordable Housing in Zama

BACKGROUND / PROPOSAL:

For discussion. See attached for more information.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

For discussion.

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

Mackenzie Housing Management

P.O. Box 357

LaCrete, Alberta

T0H 2H0

780-928-4349 phone 780-928-4345 fax

January 22, 2008

Attention Lisa Wardley

Re: Affordable Housing.

Attached is an overview of the program that was used to purchase the 7 trailers in Fort Vermilion. The criteria has since changed that all applications must be done with the Municipality. To date the funds have all been allocated but we expect new funds will come available soon. The application period is usually short, I think we should be preparing the application based on the current criteria so that when the funds come available we may only need to do minor changes and be ready to submit an application quickly. Would it be possible for the Council to appoint someone to work with me on this or at least give some direction as to how we get the needed information about Zama and the needs there and how the units would be managed.

Look forward to hearing from you,



Helen Braun

CAO, Mackenzie Housing Management



Seniors and Community Support



Canada - Alberta Affordable Housing Program

Sustainable Remote Housing Initiative

The key objectives of the Sustainable Remote Housing Initiative (SRHI) are to ensure that people in Alberta's remote northern communities have access to safe, suitable and affordable housing that is financially sustainable through partnerships between all levels of government, communities and non-profit organizations.

Delivery Plan

To be eligible for grant funding, the municipality/local authority will complete an application to be submitted to Alberta Seniors and Community Support. The delivery plan section of the application includes:

- information on targeted clients;
- housing/unit type and cost estimate;
- housing tenure type;
- amount and method of client payback; and
- how the difference between the grant and actual construction costs of the homes will be paid.

Grant Funding

Upon approval of the application, the eligible municipality/local authority will enter into a one-time grant funding agreement for the capital cost of new modest housing units, and will be responsible for maintaining financial records of all grant disbursements.

Grants can be used for material, labour, land and servicing, as well as on-site preparation such as installation of power, water, sewer and heat.

The capital grant will be capped at a maximum of \$75,000 per unit. Local contributions will have to make up any difference between the amount of the grant and the actual costs of the homes.

Type of Housing

Manufactured homes or stick-built houses are eligible under the program. Stick-built houses will only be constructed if the community can provide the appropriate labour support and keep the total project costs low enough to allow affordable rental or ownership payments.

Tenure Options

Homes can be provided as either ownership or rental accommodation. The client's ability to pay (i.e., mortgage, rent, taxes, utilities and maintenance) will determine which option is most appropriate for them.

Program Criteria

In general, clients must be living in substandard or overcrowded housing; however, the selection process will also consider gross household income (not exceeding \$45,000 for a three-bedroom unit) and family size. If families whose income exceeds \$45,000 are considered, prior approval from Alberta Seniors and Community Support is required.

All client applications must be assessed according to a priority-rating process.

Anyone who owns, or has previously owned, a house or mobile home acquired through another government program is generally ineligible. However, special circumstances will be considered subject to approval by the Minister.

Repayment

Based on the level of their income, clients are required to make ownership or rental payments. The municipality/local authority (as per their delivery plan) will determine the amount of monthly payments for eligible clients. For the ownership units, the client's payment amount will also take into consideration utilities, taxes, insurance and maintenance.

Any funds collected through grant repayment must first be used to pay any debt associated with the project and then to help communities meet their future low-income housing needs.

Training

In order to maximize the life expectancy of new homes, the program will have a training component requiring all clients to learn the obligations of either renting or home ownership.

Program Responsibilities

Local Community Committee will:

- be responsible for the selection of clients according to community needs using an approved priority-rating system;
- co-ordinate with the municipality in deciding on the type of units to be built; and
- collect or assist with rental/ownership payments.

Municipality/Local Authority will:

- administer and manage the program, including collection of payments and annual reporting to the ministry on revenues, expenses and arrears or as requested by the Minister;
- be responsible for performing an annual income review on clients to determine if an adjustment is to be made on the amount of their payment;
- in consultation with the local community committee and Alberta Seniors and Community Supports, decide on the type of units to be built or purchased;
- be responsible for any follow-up on the completion of the projects for any major deficiencies;

- own the unit until the client is able to purchase the unit;
- will be responsible for organizing maintenance training for clients;
- in consultation with the local community committee, determine future use of revenues for housing purposes and the reallocation of any returned units;
- be responsible for ensuring that all units are properly insured; and
- develop a plan for approval of Alberta Seniors and Community Supports if any units are provided on a mortgage basis.

Tenants will:

- ensure they make their payments on time;
- be responsible for regular maintenance of the unit; and
- participate in training relative to their responsibilities as tenants and prospective homeowners.

Alberta Seniors and Community Supports will:

- determine annual housing unit allocation;
- provide one-time grant funding to eligible communities for approved projects;
- facilitate the program delivery and administration process (i.e., meet with communities to discuss administration guidelines and reporting requirements);
- provide advisory and technical support to communities through the duration of this initiative;
- provide information package including reporting requirements; and
- monitor program compliance.

August, 2006

Repayment

Based on the level of their income, clients are required to make ownership or rental payments. The municipality/local authority (as per their delivery plan) will determine the amount of monthly payments for eligible clients. For the ownership units, the client's payment amount will also take into consideration utilities, taxes, insurance and maintenance.

Any funds collected through grant repayment must first be used to pay any debt associated with the project and then to help communities meet their future low-income housing needs.

Training

In order to maximize the life expectancy of new homes, the program will have a training component requiring all clients to learn the obligations of either renting or home ownership.

Program Responsibilities

Local Community Committee will:

- be responsible for the selection of clients according to community needs using an approved priority-rating system;
- co-ordinate with the municipality in deciding on the type of units to be built; and
- collect or assist with rental/ownership payments.

Municipality/Local Authority will:

- administer and manage the program, including collection of payments and annual reporting to the ministry on revenues, expenses and arrears or as requested by the Minister;
- be responsible for performing an annual income review on clients to determine if an adjustment is to be made on the amount of their payment;
- in consultation with the local community committee and Alberta Seniors and Community Supports, decide on the type of units to be built or purchased;
- be responsible for any follow-up on the completion of the projects for any major deficiencies;

- own the unit until the client is able to purchase the unit;
- will be responsible for organizing maintenance training for clients;
- in consultation with the local community committee, determine future use of revenues for housing purposes and the reallocation of any returned units;
- be responsible for ensuring that all units are properly insured; and
- develop a plan for approval of Alberta Seniors and Community Supports if any units are provided on a mortgage basis.

Tenants will:

- ensure they make their payments on time;
- be responsible for regular maintenance of the unit; and
- participate in training relative to their responsibilities as tenants and prospective homeowners.

Alberta Seniors and Community Supports will:

- determine annual housing unit allocation;
- provide one-time grant funding to eligible communities for approved projects;
- facilitate the program delivery and administration process (i.e., meet with communities to discuss administration guidelines and reporting requirements);
- provide advisory and technical support to communities through the duration of this initiative;
- provide information package including reporting requirements; and
- monitor program compliance.



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 30, 2008
Presented By:	John Klassen, Director of Environmental Services
Title:	Parks and Recreation Committee Terms of Reference

BACKGROUND / PROPOSAL:

On January 10, 2008, the Parks and Recreation Committee met for its first meeting. At this meeting, a Terms of Reference for the Committee was drafted.

OPTIONS & BENEFITS:

The draft Terms of Reference are attached for Council's review.

COSTS & SOURCE OF FUNDING:

N/A

RECOMMENDED ACTION:

That the Parks and Recreation Committee Terms of Reference be adopted as presented.

Author: M. Driedger

Review Date: _____

CAO 

Mackenzie County

Parks and Recreation Committee

Terms of Reference

1. Committee Designation:

Mackenzie County Parks and Recreation Committee is to provide recommendations to Council determining the levels of service at existing and future recreational facilities within Mackenzie County.

2. Committee Members

Mackenzie County Parks and Recreation Committee shall be comprised of:

- Four Mackenzie County Councillors (~~Lisa Wardley, Peter Braun, John W. Driedger, & Dicky Driedger~~)
- Chief Administrative Officer
- Directors and staff as required
- Other resources as required

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

Mackenzie County Parks and Recreation Committee shall:

- Determine the existing service levels at all recreational facilities within Mackenzie County.
- Determine operational options and costs for all recreational facilities within Mackenzie County.
- Give consideration to how recreational facilities within Mackenzie County promote tourism in the region.
- Provide recommendations to Council regarding appropriate service levels at recreational facilities within Mackenzie County.
- Identify needs and locations of recreational facilities within Mackenzie County.

- Identify capital projects required at recreational facilities within Mackenzie County.
- Review policies and bylaws relating to recreational facilities within Mackenzie County.

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

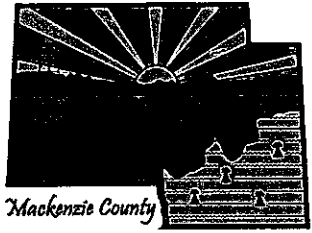
The Parks and Recreation Committee will meet as required on an ongoing basis to determine existing service levels and make recommendations to Council regarding future service levels.

5. Reporting Structure:

The Committee shall report directly to the County Council through its Council members.

6. Committee Administrative and Financial Support:

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



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 30, 2008
Presented By:	John Klassen, Director of Environmental Services
Title:	Tompkins Landing Campground

BACKGROUND / PROPOSAL:

There was some discussion at the Parks and Recreation Committee meeting whether or not to convert the Tompkins campground from a day use area to an overnight site.

OPTIONS & BENEFITS:

N/A

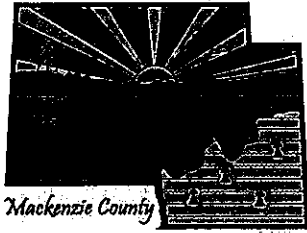
COSTS & SOURCE OF FUNDING:

N/A

RECOMMENDED ACTION:

That the County Council makes a motion pertaining to the status of the Tompkins landing campground.

Author: John Klassen Review Date: _____ CAO



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 30, 2008
Presented By:	Ryan Becker, Director of Planning and Emergency Services
Title:	Development Permit Statistic Report Year End Comparisons (2005-2007) Residential Building Activity Comparisons (2005-2007) Subdivision Applications (2005-2007) Ten year Comparison Charts

BACKGROUND / PROPOSAL:

Following is the statistical comparisons from 2005-2007 (Year End).

- 2005 Development Permits 353 permits (construction value \$41,509,512.48)
- 2006 Development Permits 332 permits (construction value \$45,587,436.85)
- 2007 Development Permits 304 permits (construction value \$31,018,323.00)

Residential Building Activity Report January to December 2005-2007

- 2005 Building Activity 169 permits (Value \$14,010,605.60)
- 2006 Building Activity 155 permits (Value \$25,420,886.85)
- 2007 Building Activity 144 permits (Value \$15,979,341.00)

Subdivision Application Report January to December 2005-2007

- 2005 Subdivisions 61 Applications – 650.92 Acres Total

Author: Liane Lambert,
Development Officer

Reviewed by: _____

CAO _____

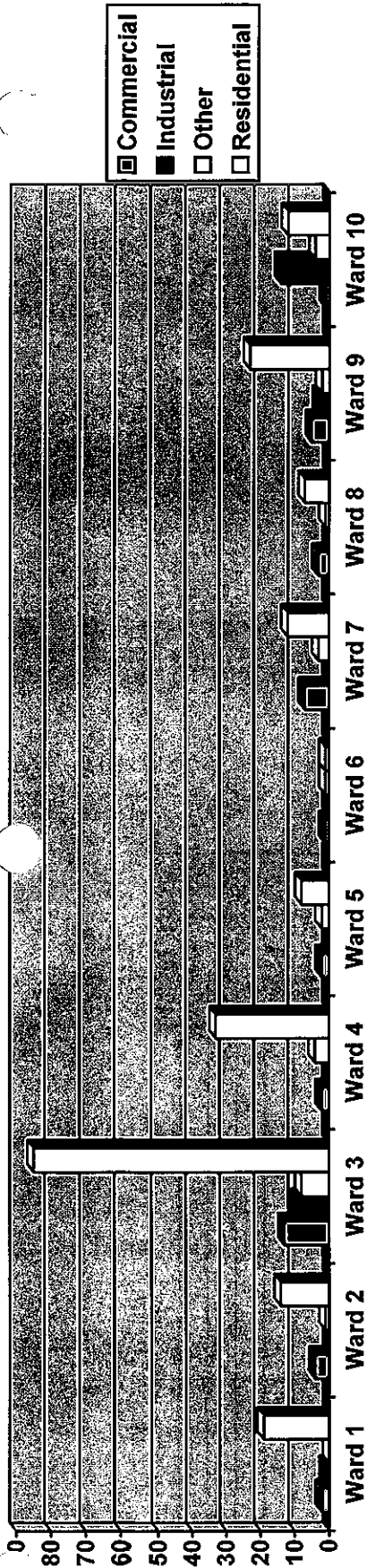
2007

DEVELOPMENT YEAR END SUMMARY REPORT

Wards

1 - 10



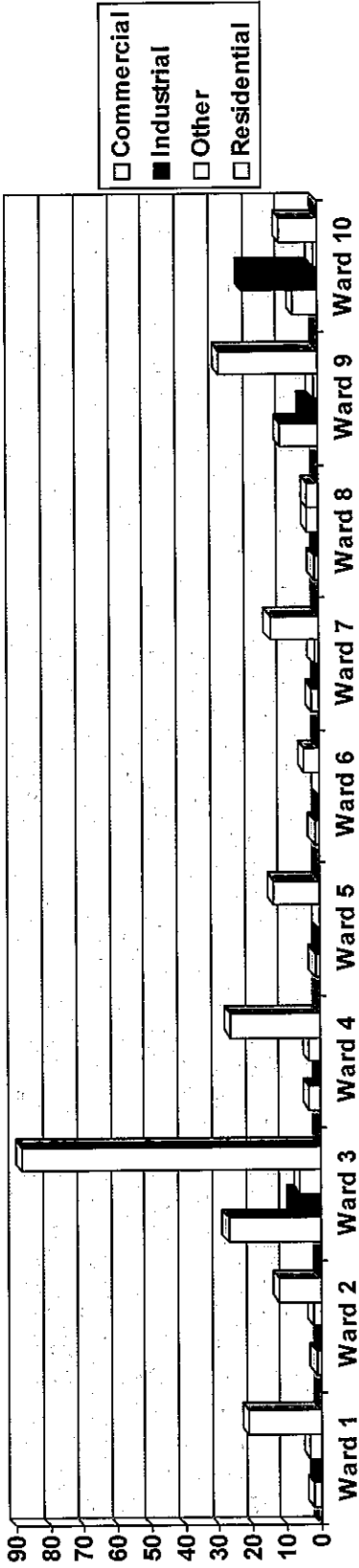


Development	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	Ward 6	Ward 7	Ward 8	Ward 9	Ward 10	Total
Commercial	2	4	13	2	2	1	7	3	5	1	40
Industrial	1	0	9	0	0	0	0	0	3	14	27
Other	0	1	8	4	2	1	3	1	2	4	26
Residential	16	14	85	33	8	1	12	7	23	12	211
Total	19	19	115	39	12	3	22	11	33	31	304

Development	Permits	Construction Cost
Commercial	40	\$4,760,500.00
Industrial	27	\$8,008,300.00
Other	26	\$1,294,660.00
Residential	211	\$16,954,863.00
TOTALS	304	\$31,018,323.00

Wards	Construction Cost
Ward 1	\$1,027,200.00
Ward 2	\$1,460,712.00
Ward 3	\$9,716,090.00
Ward 4	\$4,078,000.00
Ward 5	\$770,000.00
Ward 6	\$390,000.00
Ward 7	\$783,050.00
Ward 8	\$478,000.00
Ward 9	\$4,632,000.00
Ward 10	\$7,683,271.00
TOTAL	\$31,018,323.00

**Mackenzie County
Development Summary
January 1, 2007 to December 31, 2007**

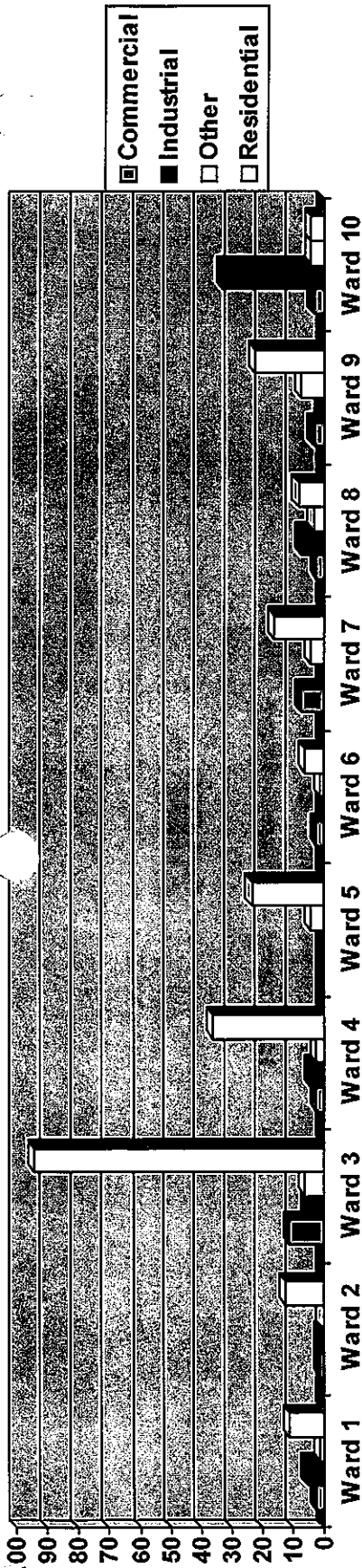


Development	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	Ward 6	Ward 7	Ward 8	Ward 9	Ward 10	Total
Commercial	2	1	1	27	3	1	1	2	1	11	56
Industrial	1	0	0	8	0	0	0	0	0	4	35
Other	3	2	2	6	3	0	1	1	3	1	20
Residential	21	12	12	88	26	13	14	14	3	29	221
Total	27	15	15	129	32	14	17	7	45	41	332

Development	Permits	Construction Cost
Commercial	56	\$10,752,900.00
Industrial	35	\$11,430,000.00
Other	20	\$3,330,100.00
Residential	221	\$20,074,436.85
TOTALS	332	\$45,587,436.85

Wards	Construction Cost
Ward 1	\$1,215,700.00
Ward 2	\$1,253,500.00
Ward 3	\$18,417,650.60
Ward 4	\$3,003,500.00
Ward 5	\$1,380,000.00
Ward 6	\$450,000.00
Ward 7	\$935,500.00
Ward 8	\$415,000.00
Ward 9	\$5,280,681.85
Ward 10	\$10,226,105.00
TOTAL	\$45,587,436.85

**Mackenzie County
Development Summary
January 1, 2006 to December 31, 2006**

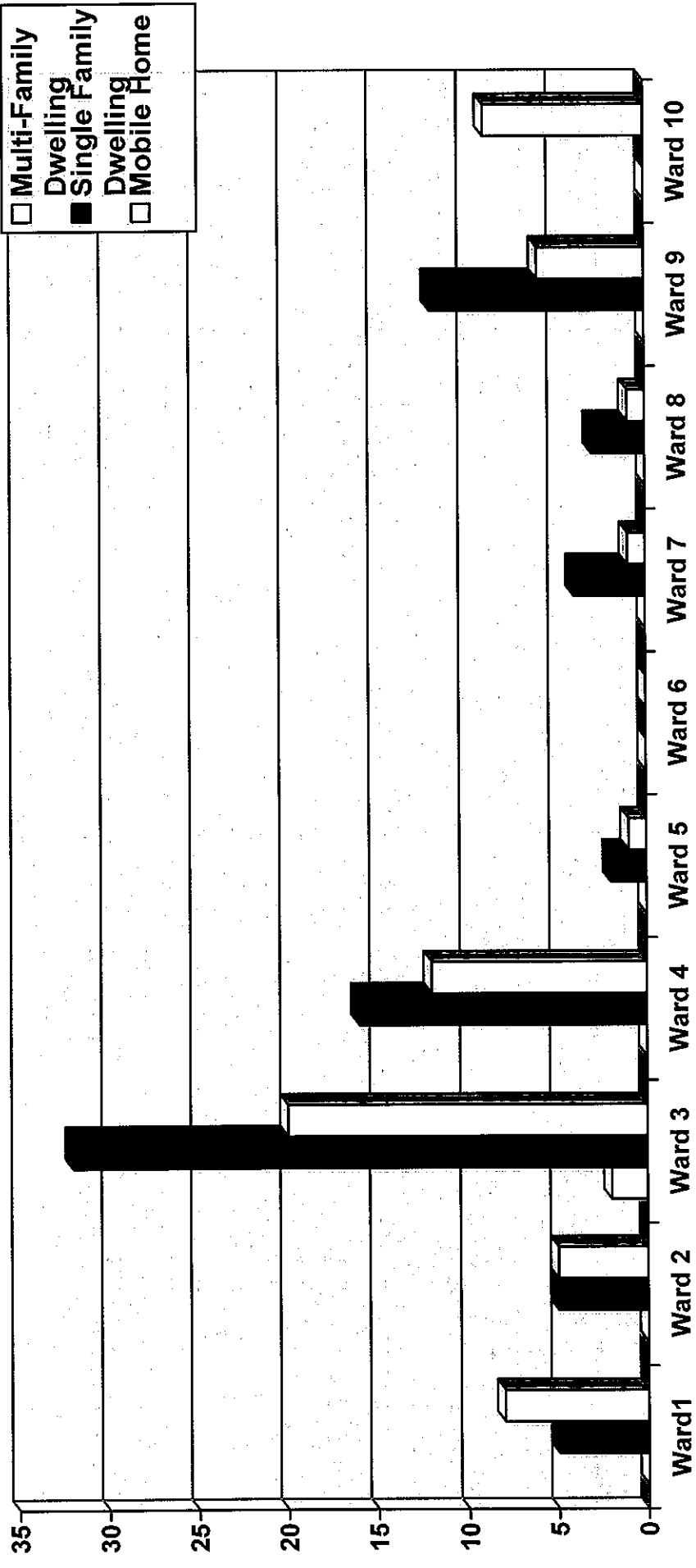


Development	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	Ward 6	Ward 7	Ward 8	Ward 9	Ward 10	Total
Commercial	2	1	11	2	0	2	7	2	3	3	33
Industrial	5	1	5	4	0	0	0	7	1	33	56
Other	1	0	6	2	4	1	4	3	7	4	32
Residential	11	12	94	36	23	6	16	8	22	4	232
Total	19	14	116	44	27	9	27	20	33	44	353

Development	Permits	Construction Cost
Commercial		\$3,727,000.00
Industrial		\$17,890,576.00
Other		\$4,893,105.88
Residential		\$14,998,830.60
TOTALS		\$41,509,512.48

Wards	Construction Cost
Ward 1	\$1,198,171.00
Ward 2	\$973,500.00
Ward 3	\$12,679,105.60
Ward 4	\$4,130,500.00
Ward 5	\$1,109,105.00
Ward 6	\$382,000.00
Ward 7	\$2,879,500.00
Ward 8	\$985,920.00
Ward 9	\$1,868,200.00
Ward 10	\$15,303,510.88
TOTAL	\$41,509,512.48

**Municipal District of Mackenzie No. 23
Development Summary
January 1, 2005 to December 31, 2005**



**Mackenzie
Residential Development Permit Application Report
January – December, 2007**

2007

**Mackenzie County
Residential Development Permit Application Report
January – December, 2007**

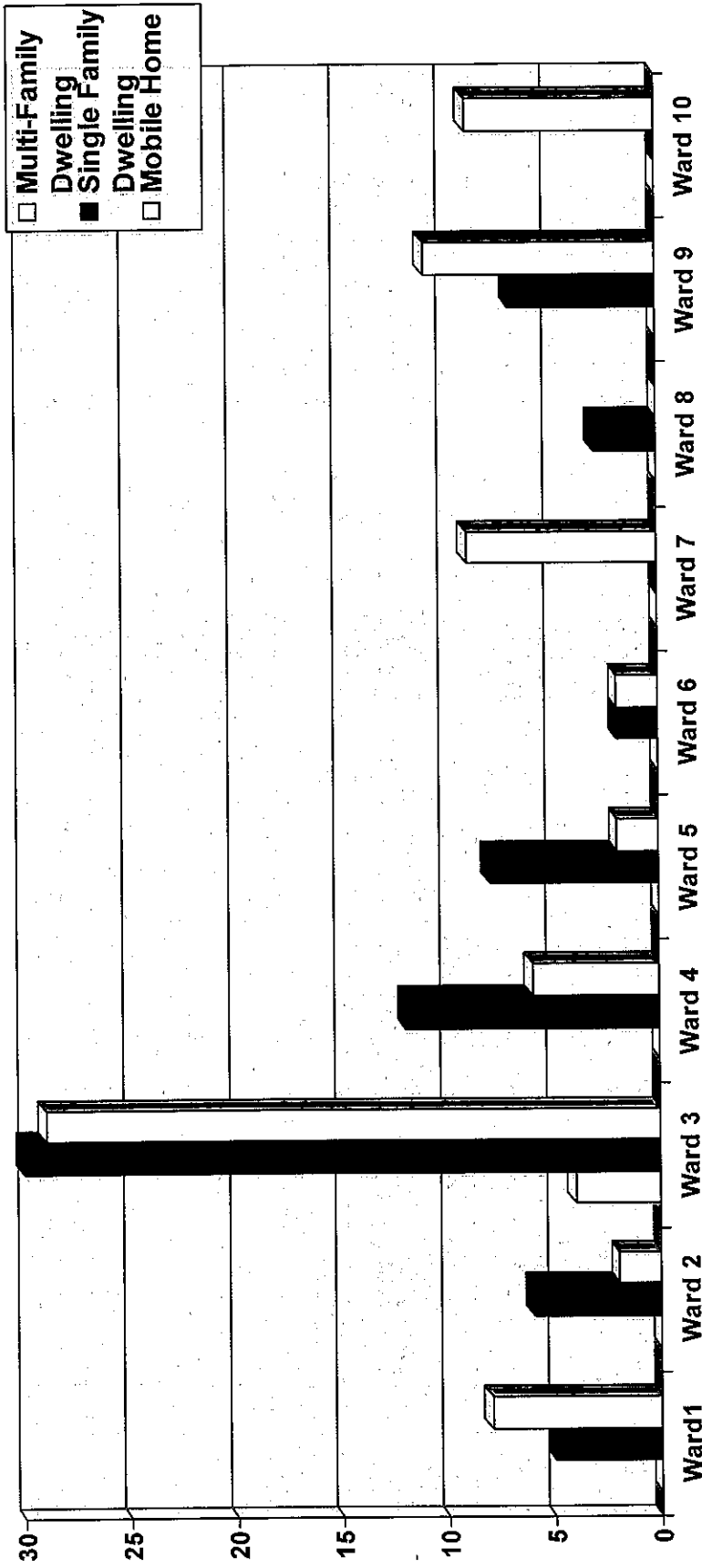
Development	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	Ward 6	Ward 7	Ward 8	Ward 9	Ward 10	Total
Multi-Family Dwelling			2								2
Single Family Dwelling	5	5	32	16	2	0	4	3	12	0	79
Mobile homes	8	5	20	12	1	0	1	1	6	9	63
Total	13	10	54	28	3	0	5	4	18	9	144

Wards	Permits	Multi-Family Dwelling Construction Cost
Ward 1		
Ward 2		
Ward 3	2	\$196,000.00
Ward 4		
Ward 5		
Ward 6		
Ward 7		
Ward 8		
Ward 9		
Ward 10		
TOTAL	2	\$196,000.00

Wards	Permits	Single Family Dwelling Construction Cost
Ward 1	5	\$329,000.00
Ward 2	5	\$943,870.00
Ward 3	32	\$5,060,000.00
Ward 4	16	\$2,899,000.00
Ward 5	2	\$235,000.00
Ward 6	0	\$0.00
Ward 7	4	\$390,000.00
Ward 8	3	\$330,000.00
Ward 9	12	\$1,874,000.00
Ward 10	0	\$0.00
TOTAL	79	\$12,060,870.00

Wards	Permits	Mobile Home Construction Cost
Ward 1	8	\$488,500.00
Ward 2	5	\$202,200.00
Ward 3	20	\$901,000.00
Ward 4	12	\$540,000.00
Ward 5	1	\$142,000.00
Ward 6	0	\$0.00
Ward 7	1	\$0.00
Ward 8	1	\$10,000.00
Ward 9	6	\$608,000.00
Ward 10	9	\$830,771.00
TOTAL	63	\$3,722,471.00

Wards	Permits	TOTAL Residential Building Activity
Ward 1	13	\$817,500.00
Ward 2	10	\$1,146,070.00
Ward 3	54	\$6,157,000.00
Ward 4	28	\$3,439,000.00
Ward 5	3	\$377,000.00
Ward 6	0	\$0.00
Ward 7	5	\$390,000.00
Ward 8	4	\$340,000.00
Ward 9	18	\$2,482,000.00
Ward 10	9	\$830,771.00
TOTAL	144	\$15,979,341.00



**Municipal District of Mackenzie No. 23
Residential Building Activity Report
January – December, 2006**

2006

**Municipal District of Mackenzie No. 23
Residential Building Activity Report
January – December, 2006**

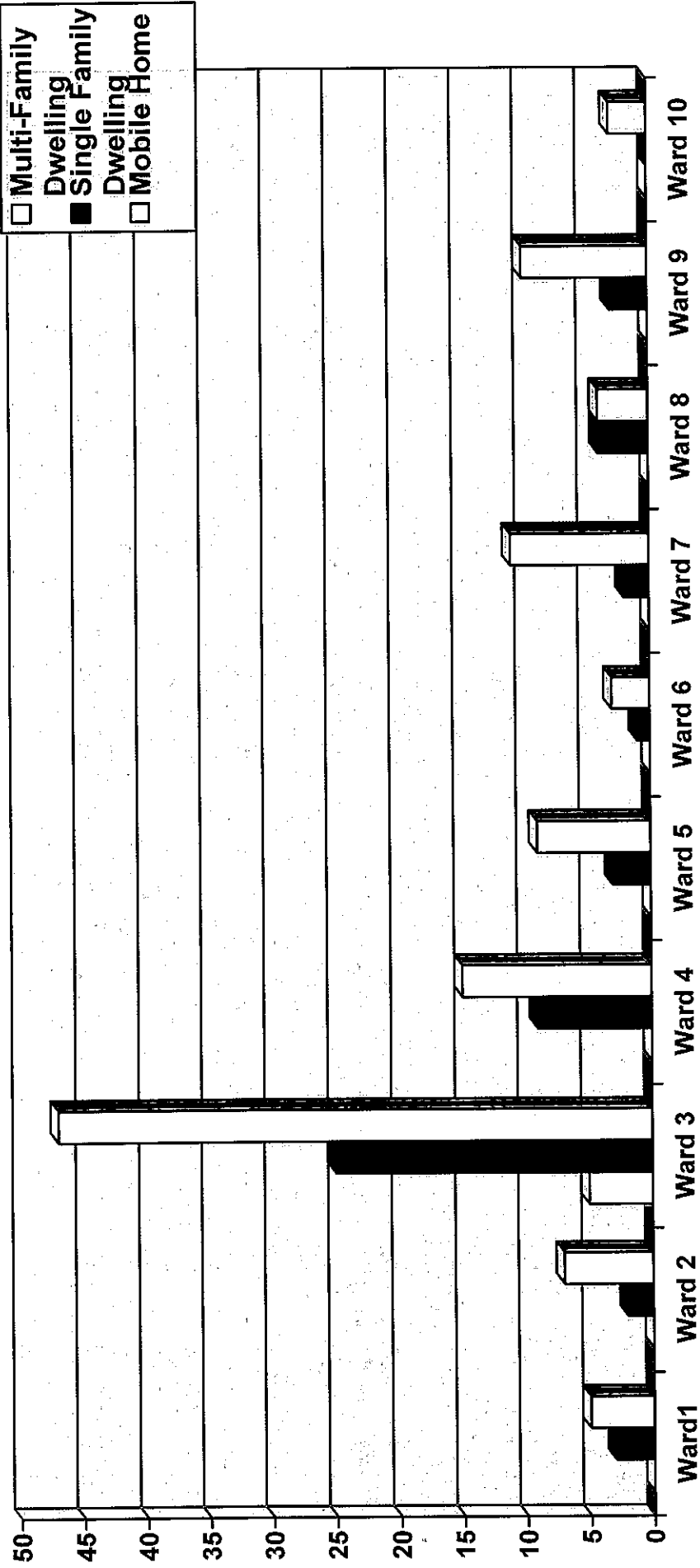
Development	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	Ward 6	Ward 7	Ward 8	Ward 9	Ward 10	Total
Multi-Family Dwelling			4								4
Single Family Dwelling	5	6	30	12	8	2	0	3	7	0	73
Mobile homes	8	2	29	6	2	2	9	0	11	9	78
Total	13	8	63	18	10	4	9	3	18	9	155

Wards	Permits	Multi-Family Dwelling Construction Cost
Ward 1		
Ward 2		
Ward 3	4	\$4,090,000.00
Ward 4		
Ward 5		
Ward 6		
Ward 7		
Ward 8		
Ward 9		
Ward 10		
TOTAL	4	\$4,090,000.00

Wards	Permits	Single Family Dwelling Construction Cost
Ward 1	5	\$580,000.00
Ward 2	6	\$1,005,600.00
Ward 3	30	\$7,505,600.00
Ward 4	12	\$2,103,000.00
Ward 5	8	\$1,015,000.00
Ward 6	2	\$290,000.00
Ward 7	0	\$0.00
Ward 8	3	\$355,000.00
Ward 9	7	\$4,197,560.00
Ward 10	0	\$0.00
TOTAL	73	\$17,051,160.00

Wards	Permits	Mobile Home Construction Cost
Ward 1	8	\$516,000.00
Ward 2	2	\$62,000.00
Ward 3	29	\$2,218,000.00
Ward 4	6	\$322,500.00
Ward 5	2	\$105,000.00
Ward 6	2	\$160,000.00
Ward 7	9	\$659,000.00
Ward 8	0	\$0.00
Ward 9	11	\$1,083,121.85
Ward 10	9	\$250,105.00
TOTAL	78	\$5,375,726.85

Wards	Permits	TOTAL Residential Building Activity
Ward 1	13	\$1,096,000.00
Ward 2	8	\$1,067,000.00
Ward 3	63	\$13,813,600.00
Ward 4	18	\$2,425,500.00
Ward 5	10	\$1,120,000.00
Ward 6	4	\$450,000.00
Ward 7	9	\$659,000.00
Ward 8	3	\$355,000.00
Ward 9	18	\$5,280,681.85
Ward 10	9	\$250,105.00
TOTAL	155	\$25,420,886.85



**Municipal District of Mackenzie No. 23
Residential Building Activity Report
January – December, 2005**

2005

**Municipal District of Mackenzie No. 23
Residential Building Activity Report
January – December, 2005**

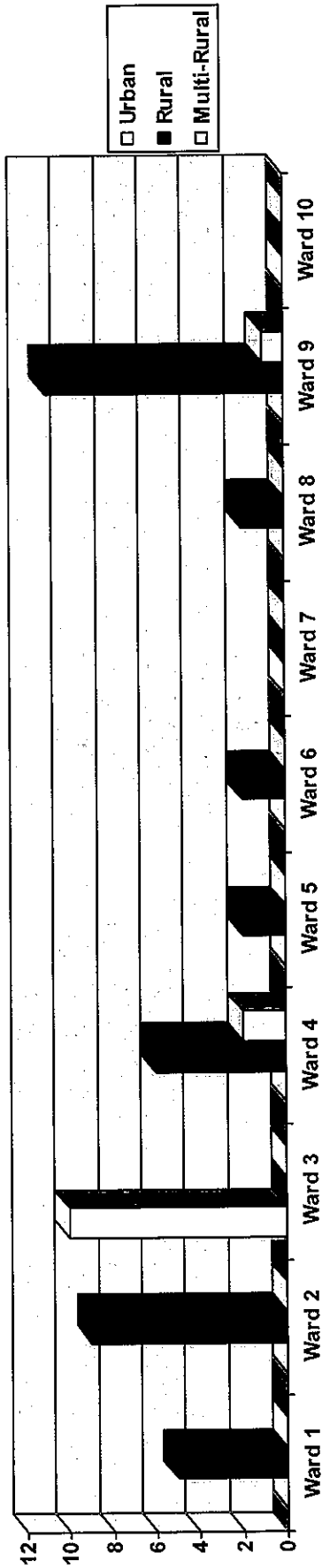
Development	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	Ward 6	Ward 7	Ward 8	Ward 9	Ward 10	Total
Multi-Family Dwelling			5								5
Single Family Dwelling	3	2	25	9	3	1	2	4	3	0	52
Mobile homes	5	7	47	15	9	3	11	4	10	3	114
Total	8	9	77	24	10	4	13	8	13	3	169

Wards	Permits	Multi-Family Dwelling Construction Cost
Ward 1		
Ward 2		
Ward 3	5	\$1,371,940.00
Ward 4		
Ward 5		
Ward 6		
Ward 7		
Ward 8		
Ward 9		
Ward 10		
TOTAL	5	\$1,371,940.00

Wards	Permits	Single Family Dwelling Construction Cost
Ward 1	3	\$435,000.00
Ward 2	2	\$258,000.00
Ward 3	25	\$3,280,000.00
Ward 4	9	\$1,103,000.00
Ward 5	3	\$224,000.00
Ward 6	1	\$160,000.00
Ward 7	2	\$130,000.00
Ward 8	4	\$417,920.00
Ward 9	3	\$620,000.00
Ward 10	0	\$0.00
TOTAL	51	\$7,999,860.00

Wards	Permits	Mobile Home Construction Cost
Ward 1	5	\$183,000.00
Ward 2	7	\$435,500.00
Ward 3	47	\$2,271,665.60
Ward 4	15	\$1,083,500.00
Ward 5	9	\$430,080.00
Ward 6	3	\$193,000.00
Ward 7	11	\$421,000.00
Ward 8	4	\$290,000.00
Ward 9	10	\$373,000.00
Ward 10	3	\$330,000.00
TOTAL	114	\$6,010,745.60

Wards	Permits	TOTAL Residential Building Activity
Ward 1	8	\$618,000.00
Ward 2	9	\$693,500.00
Ward 3	77	\$6,923,605.60
Ward 4	24	\$2,186,500.00
Ward 5	12	\$654,080.00
Ward 6	4	\$353,000.00
Ward 7	13	\$551,000.00
Ward 8	8	\$707,920.00
Ward 9	13	\$993,000.00
Ward 10	3	\$330,000.00
TOTAL	162	\$14,010,605.60



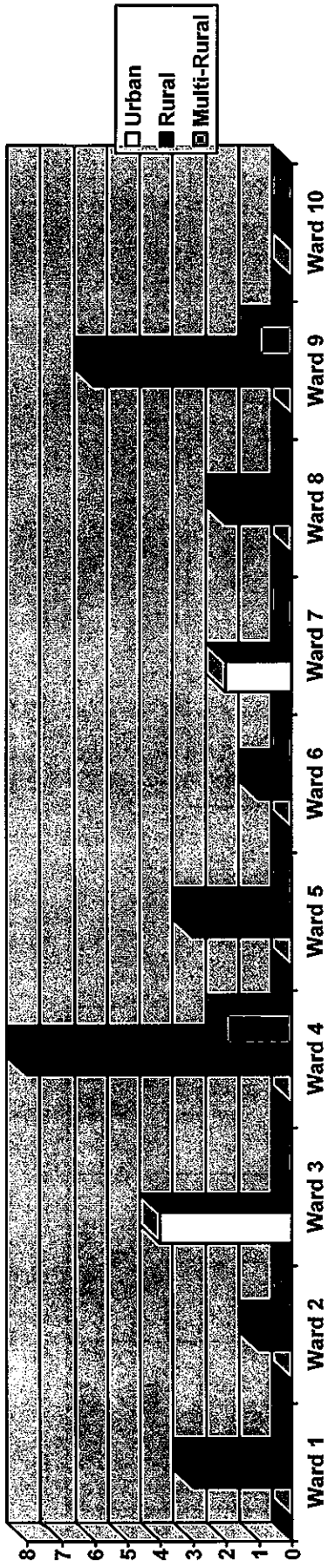
Accepted Subdivision Applications	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	Ward 6	Ward 7	Ward 8	Ward 9	Ward 10	Total
Urban	0	0	10	0	0	0	0	0	0	0	10
Rural	5	9	0	13	6	2	0	0	11	0	48
Rural Multi	0	0	0	0	0	0	0	0	1	0	1
Total	5	9	10	13	6	2	0	2	12	0	59

Wards	Number of Lots	Rural in Acres	Multi Rural in Acres	Urban in Acres
Ward 1	6	94.55	0	0
Ward 2	9	98.96	0	0
Ward 3	28	0	0	232.61
Ward 4	14	215.57	0	0
Ward 5	7	77.38	0	0
Ward 6	2	24.6	0	0
Ward 7	0	0	0	27.29
Ward 8	2	37.47	0	0
Ward 9	14	95.74	9.04	0
Ward 10	0	0	0	0
TOTAL	82	644.27	9.04	259.90

2 applications not included in total were either refused or withdrawn.

Total amount of area subdivided January to December 2007 – 995.21 acres

Mackenzie County
Accepted Subdivision Application
Summary
January 1 to December 31,
2007

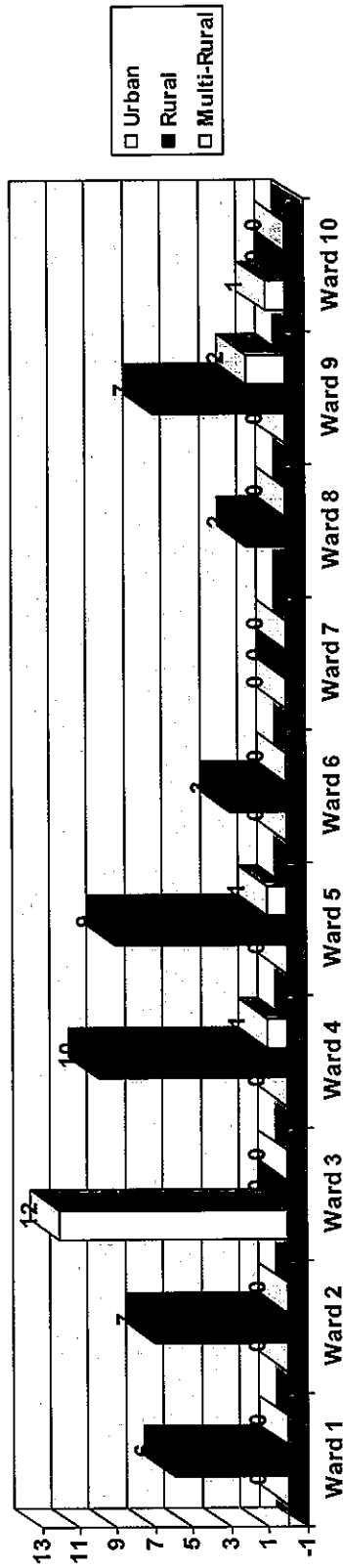


Subdivision Applications	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	Ward 6	Ward 7	Ward 8	Ward 9	Ward 10	Total
Urban	0	0	4	0	0	0	2	0	0	0	6
Rural	3	1	0	8	3	1	0	2	6	0	24
Rural Multi	0	0	0	2	0	0	0	0	1	0	3
Total	3	1	4	10	3	1	2	2	7	0	33

Wards	Number of Lots	Rural in Acres	Multi Rural in Acres	Urban in Acres
Ward 1	3	24.15	0	0
Ward 2	1	10	0	0
Ward 3	19	0	0	31.24
Ward 4	50	71.37	76.79	0
Ward 5	3	100.44	0	0
Ward 6	1	9.15	0	0
Ward 7	2	1.15	0	27.29
Ward 8	2	20.41	0	0
Ward 9	18	64.80	45.50	0
Ward 10	0	0	0	0
TOTAL	99	210.88	122.29	58.53

**Mackenzie County
Subdivision Application Summary
January 1 to December 31,
2006**

Total amount of area subdivided January to December 2006 – 581.29 acres



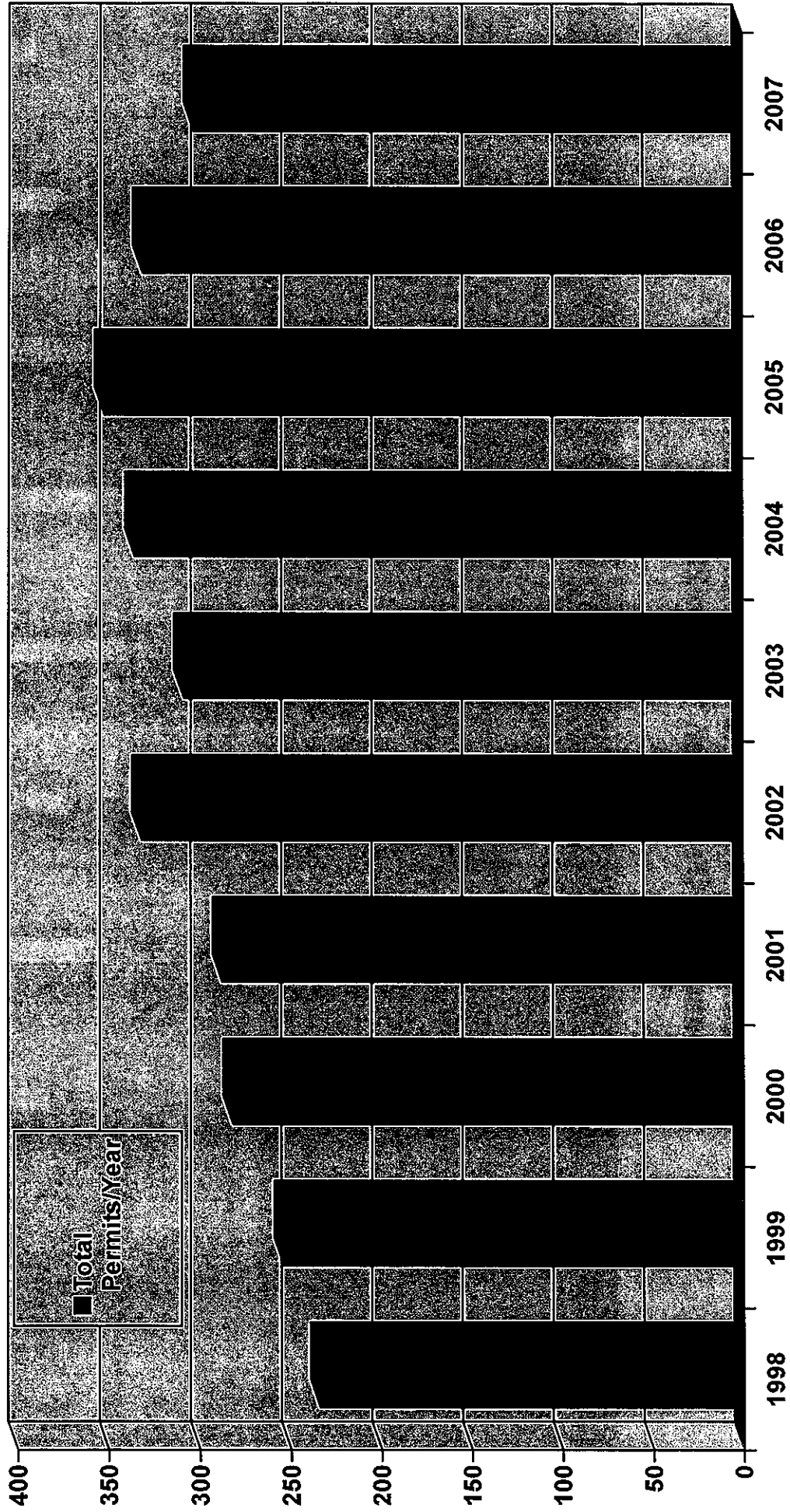
Subdivision	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	Ward 6	Ward 7	Ward 8	Ward 9	Ward 10	Total
Urban	0	0	12	0	0	0	0	0	0	1	13
Rural	6	7	0	10	9	3	0	2	7	0	44
Rural Multi	0	0	0	1	1	0	0	0	2	0	4
Total	6	7	12	11	10	3	0	2	9	1	61

Wards	Rural in Acres	Multi Rural in Acres	Urban in Acres
Ward 1	71.45	0	0
Ward 2	60.86	0	0
Ward 3	0	0	65.16
Ward 4	72.77	53.77	0
Ward 5	68.55	40	0
Ward 6	35	0	0
Ward 7		0	0
Ward 8	32	0	0
Ward 9	103.40	42.81	0
Ward 10	0	0	5.15
TOTAL	444.03	136.58	70.31

Municipal District of Mackenzie No. 23
Subdivision Application Summary
January 1 to December 31,
2005

Total amount of area subdivided January to December, 2005 – 650.92 acres

**Mackenzie County
Development Application Summary Report
January – December, 1998 to 2007**



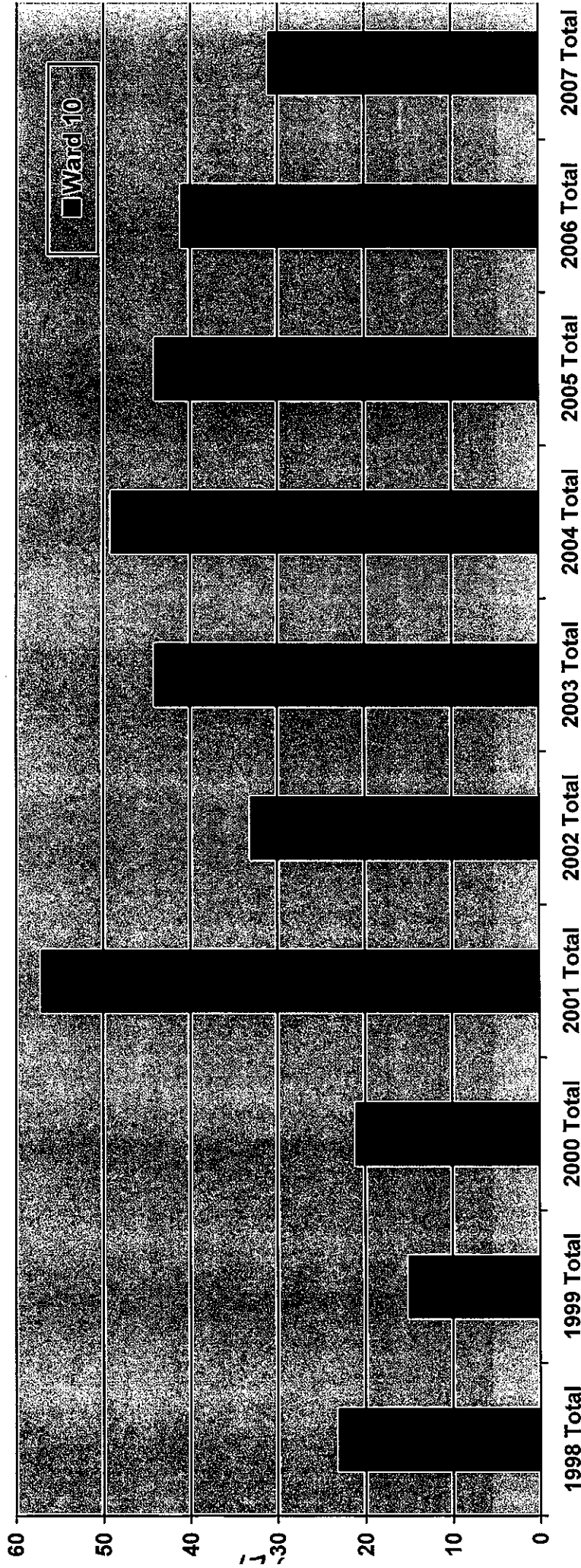
**Mackenzie County
Development Application Summary Report
January – December, 1998 to 2007**



Wards 1 - 10

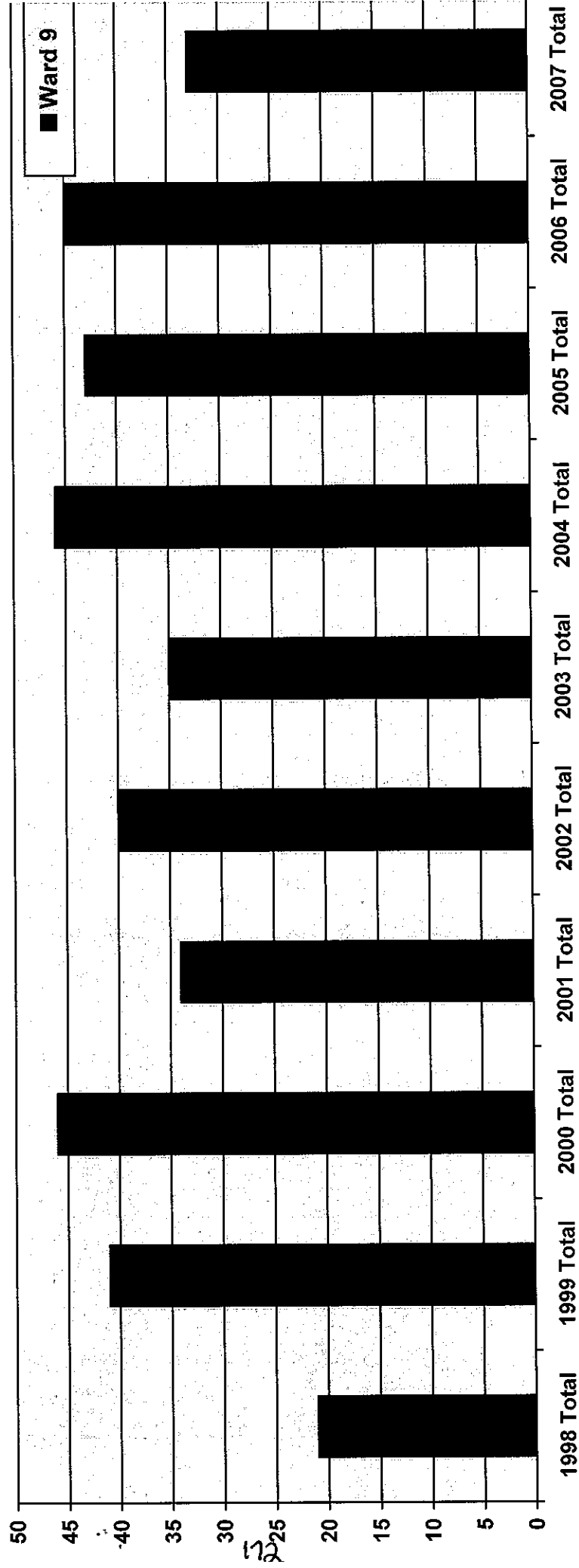
170

**Mackenzie County
Development Application Summary Report
January – December, 1998 to 2007
WARD 10**



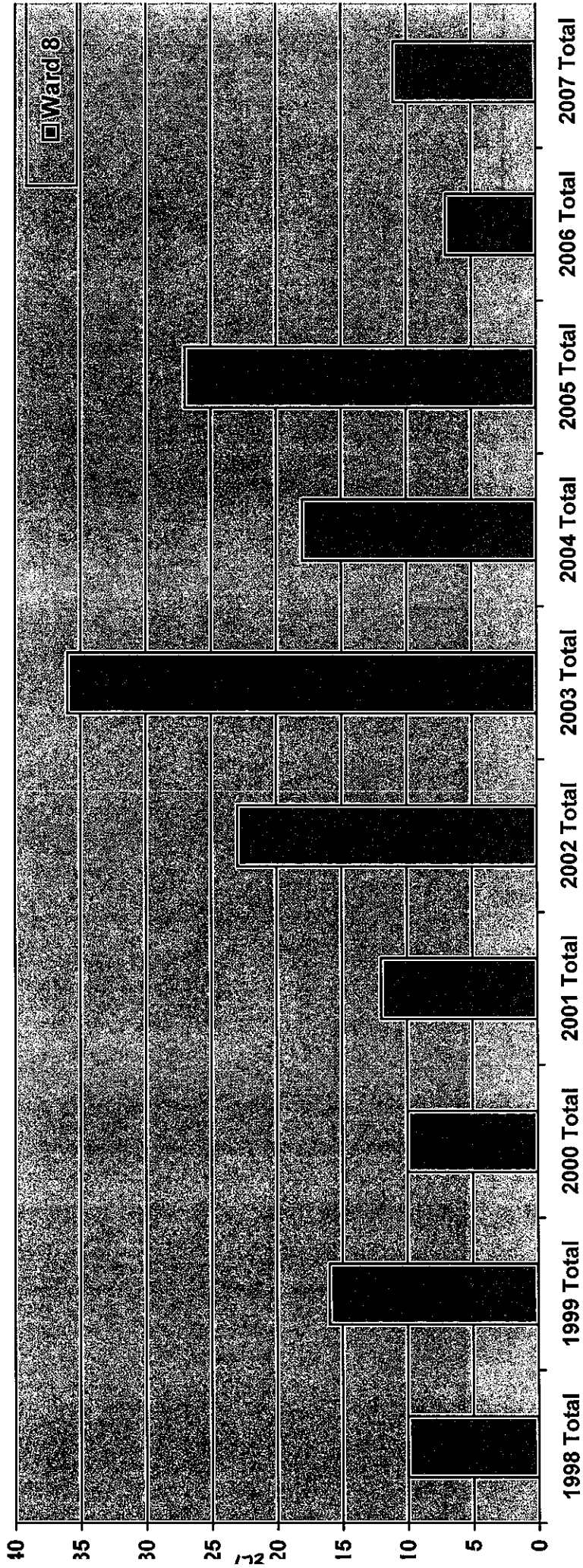
1998-2007

**Mackenzie County
Development Application Summary Report
January – December, 1998 to 2007
WARD 9**



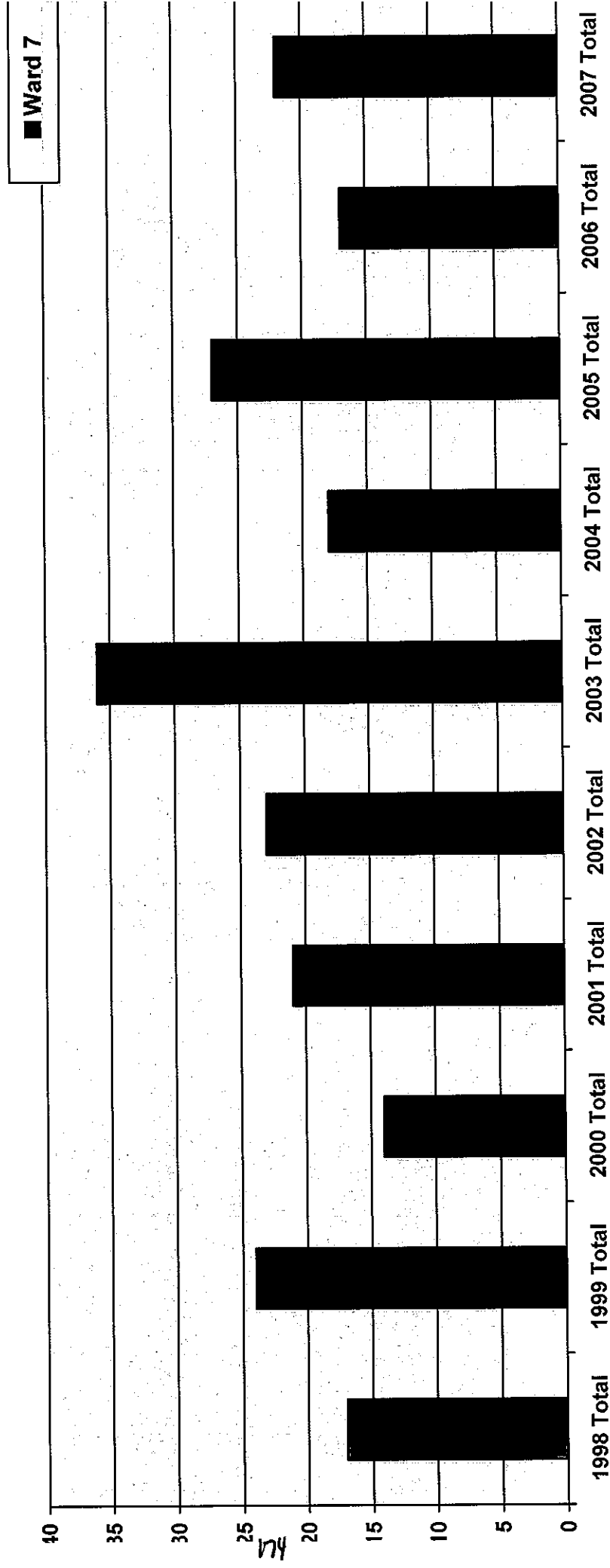
1998-2007

**Mackenzie County
Development Application Summary Report
January – December, 1998 to 2007
WARD 8**



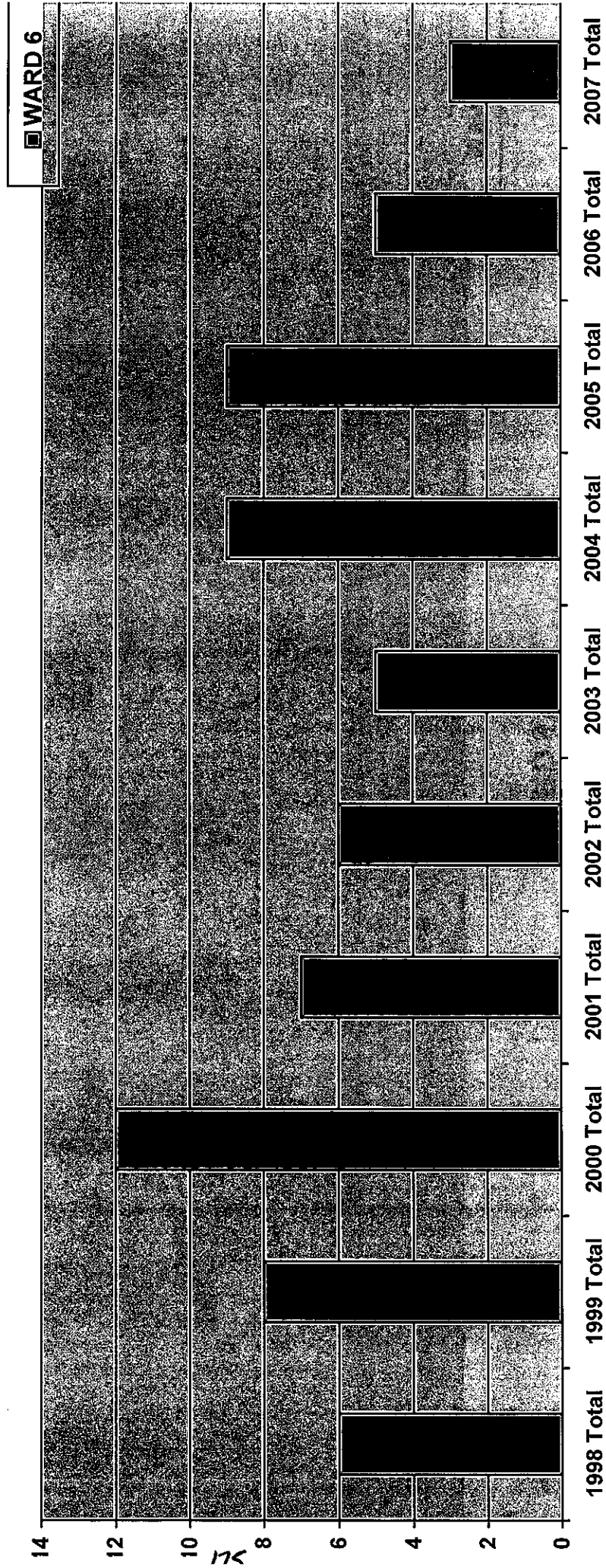
1998-2007

Mackenzie County
Development Application Summary Report
January – December, 1998 to 2007
WARD 7



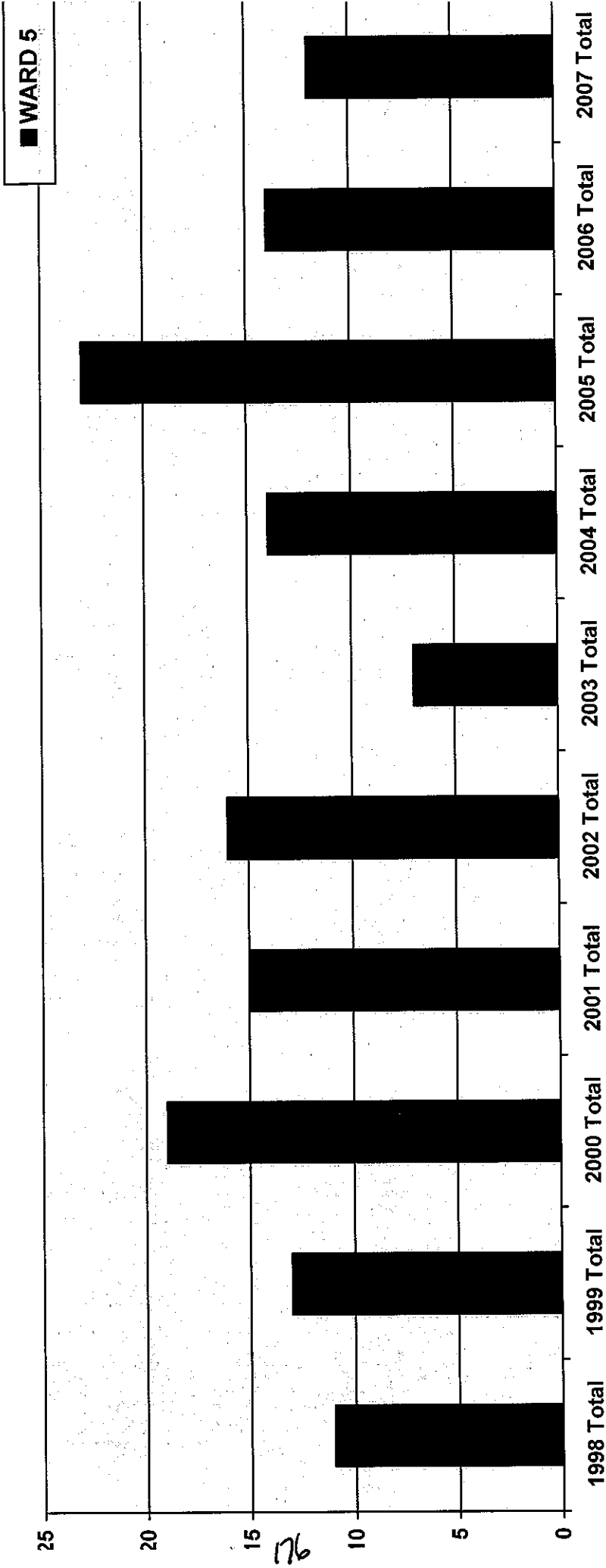
1998-2007

**Mackenzie County
Development Summary Report
January – December, 1998 to 2007
WARD 6**



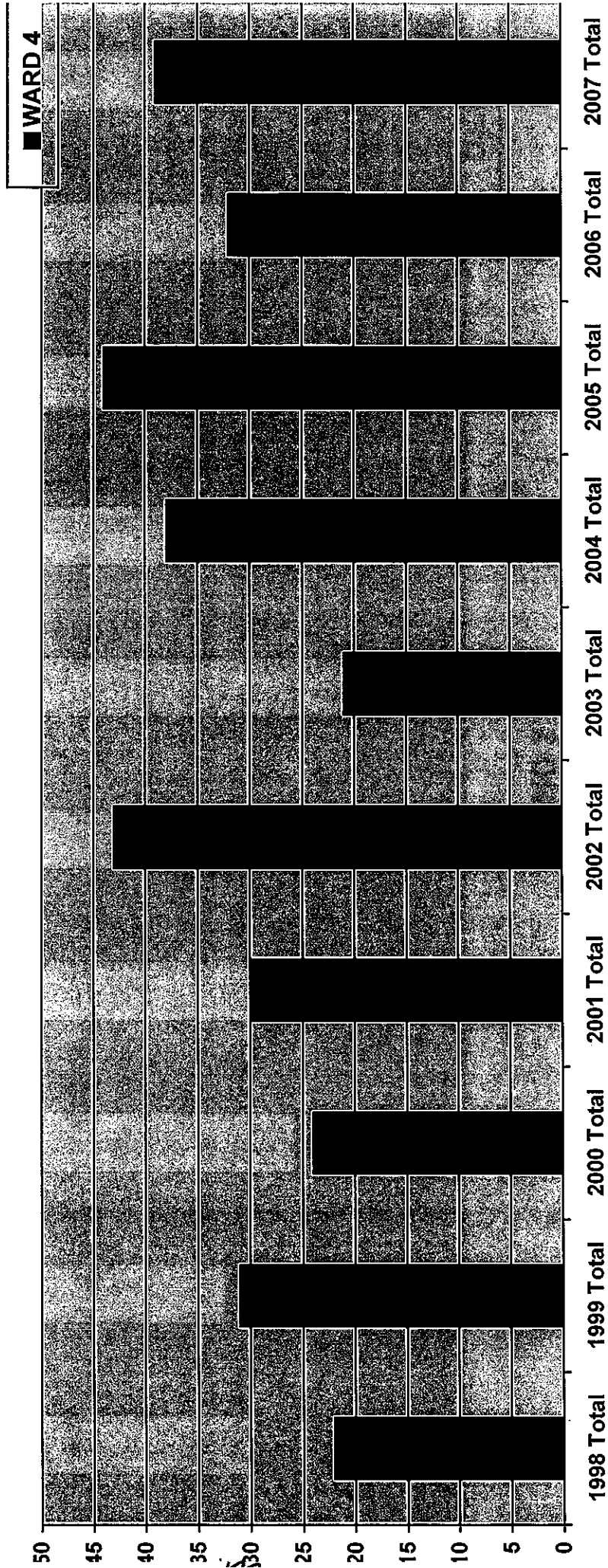
1998-2007

Mackenzie County
Development Summary Report
January – December, 1998 to 2007
WARD 5



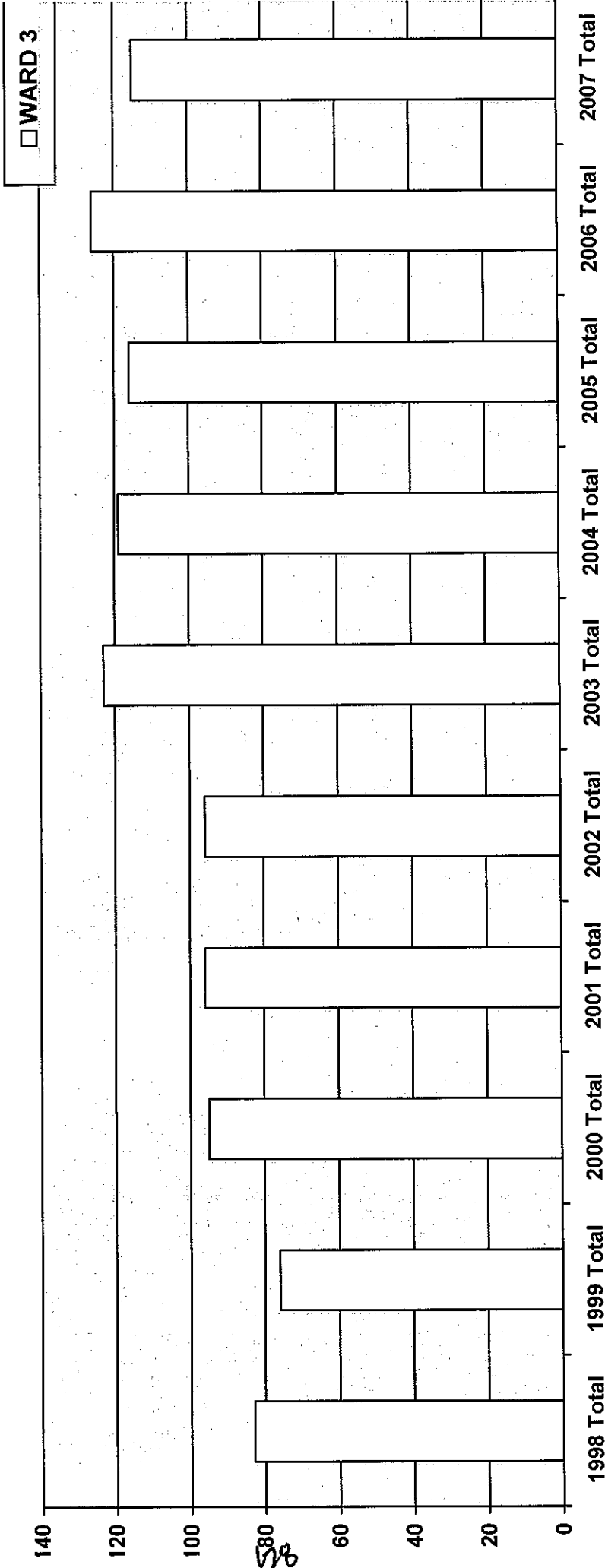
1998-2007

Mackenzie County
Development Summary Report
January – December, 1998 to 2007
WARD 4



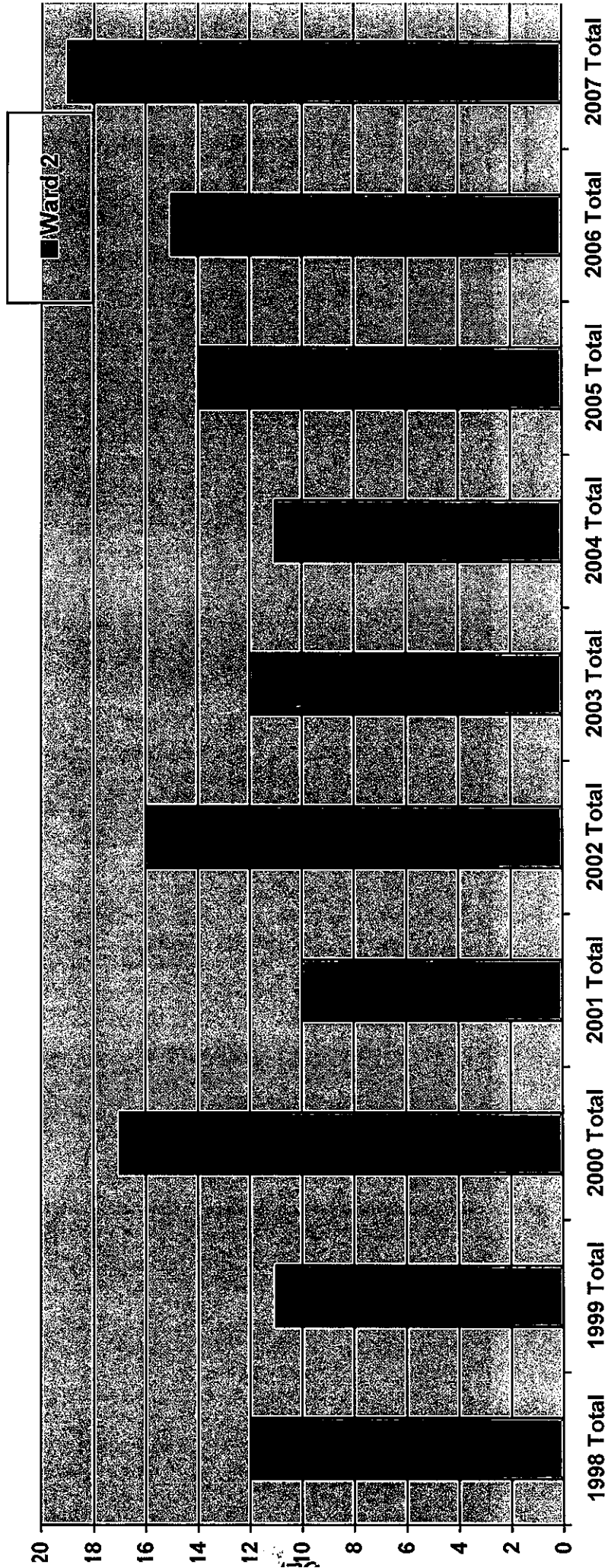
1998-2007

**Mackenzie County
Development Summary Report
January – December, 1998 to 2007
WARD 3**



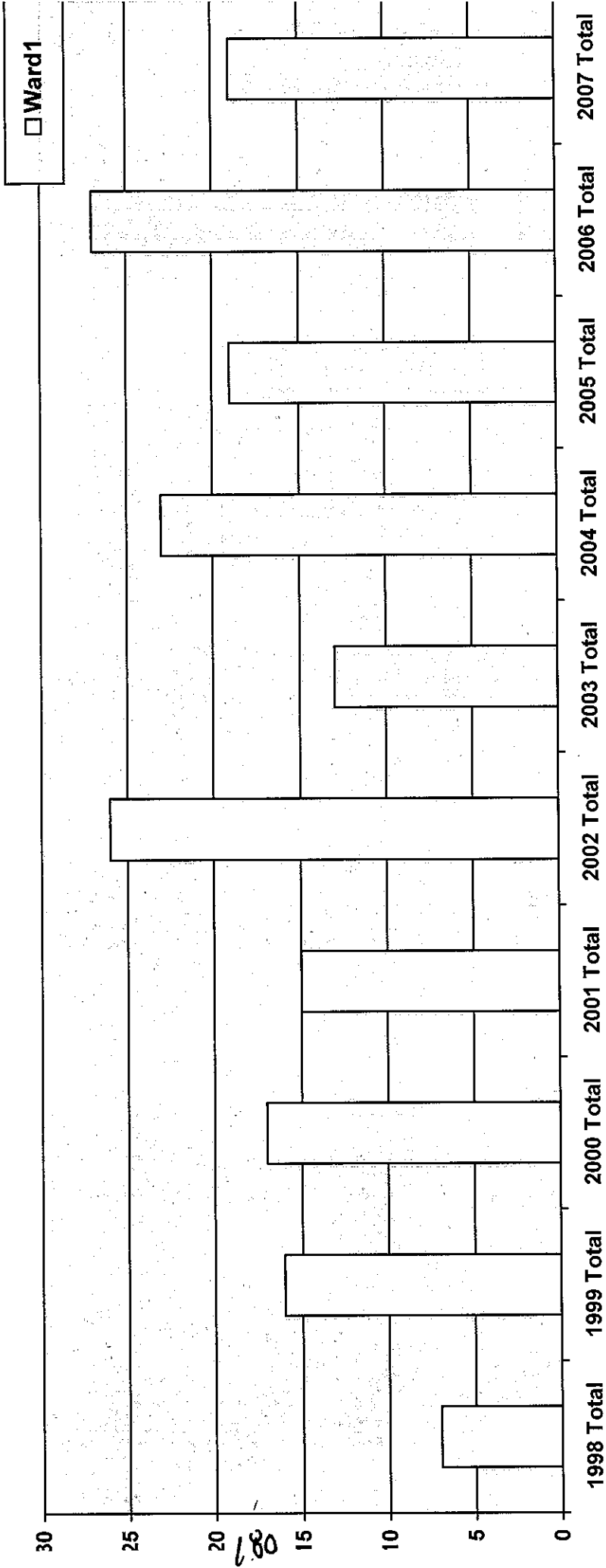
1998-2007

**Mackenzie County
Development Summary Report
January – December, 1998 to 2007
WARD 2**

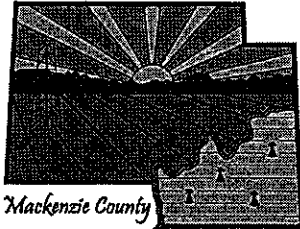


1998-2007

**Mackenzie County
Development Summary Report
January – December, 1998 to 2007
WARD 1**



1998-2007



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 30, 2008
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Community Planning Association of Alberta

BACKGROUND / PROPOSAL:

See attached information on the Community Planning Association of Alberta 2008 Annual Conference to be held in Red Deer from April 7 – 9, 2008. This conference may be of interest to some Councillors.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

For discussion.

*Change
RCM meeting
date*

Author: C. Gabriel

Review By: _____

CAO 

The theme for the Community Planning Association of Alberta's 2008 Conference is **Planning Regionally – Planning Reasonably**. Sessions and speakers will focus on inter-municipal issues and opportunities, lessons learned from problems encountered in past joint municipal and regional planning efforts, and experiences from current voluntary cooperative planning activities. We believe this is a timely theme and will be welcomed by many of our members. It will also be a valuable learning opportunity for newly elected municipal Councilors.

Education Session 2008

Monday, April 7, 2008

Planning is a Process: Back to the Basics

The purpose of the Education Session is to introduce new councilors and administrators and other interested persons to the planning process. It is also meant to be a refresher course for those who have had previous planning experience.

CPAA Board of Directors and Invited Speakers will be confirmed.

Working Lunch and Session Proceedings are included

**2008 Annual Conference
Planning Regionally –
Planning Reasonably
April 7 to 9, 2008**

Fees: Member \$300.00 Non-Member \$375.00
Fees: Students \$ 50.00 includes both the Conference & Education Session

Registration fee for Conference includes:

- Minister's Reception April 7
- Conference Sessions April 7, 8, 9
- Luncheon & Banquet April 8
- Silent Auction
- Annual General Meeting

**Education Session 2008
Planning is a Process:**

**Back to the Basics
April 7, 2008 – 9:00 am to 12:30 pm**

Fees: Member \$ 75.00 Non Member \$100.00
Registration fee for Education Session includes:

- Lunch
- Session Proceedings

The Black Knight Inn
2929 – 50th Avenue, Red Deer, AB T4R 1H1
Reservations: 1-800-661-8793 (Toll Free)

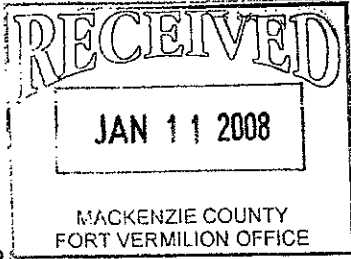
Room Rates (Plus Taxes & G.S.T.):
Standard..... \$115.00
Superior..... \$138.00
Executive..... \$153.00

Please make your own room reservation. When registering, remember to tell the Black Knight Inn that you are a delegate of the 2008 CPAA Planning Conference.

Exhibitors are Welcome – Display Space \$100.00
(One Banquet Ticket Provided) Contact the CPAA office



Community Planning
Association of Alberta

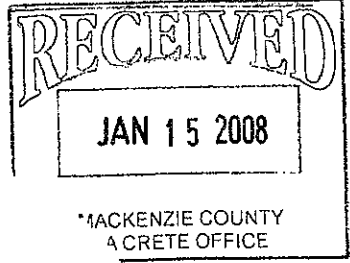


**2008 Annual Conference
Planning Regionally –
Planning Reasonably**

April 7 to 9, 2008

**Black Knight Inn
Red Deer, Alberta**

www.cpaa.biz



Message from the Conference Committee

Welcome to the 2008 Alberta Planning Conference. The CPAA Board of Directors is once again excited about this year's theme, **Planning Regionally – Planning Reasonably!** Success stories in the Lethbridge and Red Deer areas, as well as the recently announced Alberta Capital Region Alliance all point towards the importance of cooperation and communication between neighboring communities.

As in previous years, The CPAA annual Conference has two parts, kicking off with our Education Session, scheduled for the morning of April 7, 2008, which will focus on introducing new councillors, administrators, and others to planning processes. Participants will learn about the role of municipal councils, planners, developers and the subdivision and development appeal board. The sessions will be both instructive and interactive.

The conference itself will feature a number of top notch speakers with topics that range from how G.I.S. can assist in regional planning to resolving land use and jurisdictional conflict through mediation. Our goal has always been to provide our participants with an excellent learning and networking experience. There will be ample opportunity to connect with people and engage in meaningful dialogue involving the many aspects of and perspectives on community planning.

The conference will once again be held in Red Deer, this time at the Black Knight Inn. We are pleased to have both the City of Red Deer and Red Deer County as our hosts! As always, the CPAA is grateful for the contributions of our sponsors. Their generosity helps to ensure that the Alberta Planning Conference continues to be a great success.

We look forward to seeing you at the 2008 Alberta Planning Conference!

Sincerely, Your Conference Committee:
Nick Paladino, Bill Gillespie, Carla Semeniuk,
Rose-Mary Damiani and Dr. Tim Burton

Conference Speakers

Honourable Ray Danyluk, Minister of Alberta Municipal Affairs & Housing to attend the opening reception

➤ Brad Stelfox, FOREM Technologies

➤ Bill McAlpine, Mayor, Town of Okotoks

➤ Harry Haiker, Director of Planning Red Deer County

➤ Roger Gibbins, CEO, Canada West Foundation.

➤ Jim Willson, Alberta Arbitration & Mediation Society

➤ Alan Gardner, Southern Alberta Land Trust

➤ Michael Scheidl, Alberta Municipal Affairs & Housing

➤ Barry Sjolje, Brownlee LLP

➤ David Dubauskas, Alberta Capital Region Alliance

There are more speakers yet to be confirmed

Silent Auction 2008

Donations are respectfully requested for this Community Planning Association of Alberta fund-raiser. Please contact:

Vicki Hackl, Secretary
Community Planning Association of Alberta
6807 – 104 Street
Edmonton, AB T6H 2L5
Phone: (780) 432-6387
Fax: (780) 452-7718
E-mail: cpaa@cpaa.biz

Conference Program Topics (titles have yet to be finalized)

Keynote

A Political Perspective

Plenary Address

A Professional Perspective

Planning Instruments and Tools

Transfer of Land Credits

Do's & Don'ts of Off-Site Levies

Geographic Information Systems in Regional Planning

Land Use Strategies

Protection of Agricultural Lands

The Role of Land Trusts in Land Use Planning

Regional Planning without Regional Planning Commissions

Working Together

Trials, Tribulations & Triumphs of the

Mackenzie Municipal Services Agency

Dispute Resolution through Mediation

and Arbitration

The Beaver Hills Initiative

Question and Answer Panel

Tales from the Trenches

Closing Plenary

An Observer's View



Community Planning Association of Alberta

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Edmonton, AB T6H 2L5
(780) 432-6387 Tel
(780) 452-7718 Fax
cpaa@cpaa.biz www.cpaa.biz

REGISTRATION FORM

**CPAA 2008 PLANNING CONFERENCE
And EDUCATION SESSION**

**APRIL 7, 8, and 9, 2008
Black Knight Inn, Red Deer, Alberta**

Name: _____

Firm or Organization: _____

Address: _____

City: _____ Province: _____ Postal Code: _____

Phone: _____ Fax: _____ E-mail: _____

Full-time students please indicate (and see special rate below):

Program of Study _____

Post-secondary Institution _____

Student Registration Fee: \$50.00 Students must be current members of CPAA.

Check all items that apply:

Education Session 2008 Monday, April 7, 2008

"Planning is a Process; Back to the Basics"

- Registration Fee: \$75.00 for CPAA Members
 - Registration Fee: \$100.00 for non members
- 9 am to 12:30pm with Lunch and includes session proceedings.

CPAA 2008 Conference April 7, 8, 9 2008

"Planning Regionally – Planning Reasonably"

- Registration Fee: \$300.00 for CPAA Members
 - Registration Fee: \$375.00 for non members
- Registration fee for Conference includes: Minister's Reception; Conference Sessions; Luncheon & Banquet; Silent Auction and the CPAA Annual General Meeting

Indicate number of extra tickets:

_____ Extra Conference Luncheon Tickets\$30.00

_____ Extra Conference Banquet Tickets\$60.00

- Display space is available for \$100.00 per space (includes one banquet ticket). Tables and power available upon request.

TOTAL AMOUNT OWING:

<input type="checkbox"/> Payment Enclosed	<input type="checkbox"/> Payment to Follow	<input type="checkbox"/> Invoice Above
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GST is not applicable. Sorry, but we can not accept credit payments. Cancellation Policy: There will be no refunds. However, registration is transferable to another person within your organization. Return registration form with cheque payable to: Community Planning Association of Alberta (address above).



Community Planning Association of Alberta

6807 – 104 Street
 Edmonton, Alberta, T6H 2L5
 Phone (780) 432-6387 Fax (780) 452-7718
 E-mail: cpaa@cpaa.biz

2008 MEMBERSHIP FORM

Organization: (for Group Membership)			
Contact Name for group:			
Others in Group:			
Name: (for Individual or Student Membership)			
CONTACT INFORMATION FOR All Types of Membership			
Street Address:			
Location:	Province:	Postal Code:	
Phone:	Fax:	E-mail:	
Comments			
Type of Membership (Please mark with "X")*			
<i>*memberships are valid from January 1 to December 31 each year* GST not applicable</i>			
Group (\$180/year):	Individual (\$60/year):	Student (\$25/year):	
Fees enclosed (please make cheques payable to the Community Planning Association of Alberta). Credit card payment is not available.			
Invoice the above organization.			