

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Wednesday, January 27, 2010
4:00 p.m.**

**Council Chambers
Fort Vermilion, Alberta**

AGENDA

				Page
CALL TO ORDER:	1.	a)	Call to Order	
AGENDA:	2.	a)	Adoption of Agenda	5
ADOPTION OF PREVIOUS MINUTES:	3.	a)	Minutes of the January 12, 2010 Regular Council Meeting	9
BUSINESS ARISING OUT OF THE MINUTES:	4.	a)		
		b)		
DELEGATIONS:	5.	a)		
		b)		
GENERAL REPORTS:	6.	a)	Parks & Recreation Committee Meeting Minutes – November 25, 2009	27
		b)	Agricultural Service Board Meeting Minutes – December 10, 2009	35
PUBLIC HEARINGS:			Public Hearing scheduled for 4:30 p.m.	
	7.	a)	Bylaw 748/09 Land Use Bylaw Amendment for the Cancellation of Plan 2938RS, Block 3, Lot 3 and Plan 2938RS, Block 3, Lot 4 for the Purpose of Consolidation	41
TENDERS:	8.	a)	None	

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

**CORPORATE
 SERVICES:**

	9.	a)	None	
	10.	a)	Electoral Boundary Review and Municipal Census	51
		b)	Letter from David Peters Regarding Taxes and Municipal Assessor	55
		c)	La Crete Agricultural Society – Request for Tax Reimbursement	61
		d)	Tax Write Off – Tax Roll 077770	67
		e)	Tax Write Off – Tax Roll 214684	69
		f)	2008 Financial Indicator Graphs	71
		g)	Mackenzie Housing Management Board Funding Request	93
		h)	La Crete Youth Activity Centre – Request for Letter of Support	95
		i)	Equipment Committee Terms of Reference	99
		j)	Meeting with the Town of Rainbow Lake	103
		k)	Association of Professional Engineers, Geologists and Geophysicists of Alberta (APEGGA)	107
		l)	Municipal Operations & Standards Manual	111
		m)	Tolko Burner Conversion	119
		n)		
		o)		
OPERATIONAL SERVICES:	11.	a)	Green Zone/White Zone Weed Control	123
		b)		

c)

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

12. a)

b)

c)

**INFORMATION /
CORRESPONDENCE:**

13. a) Information/Correspondence Items

125

**IN CAMERA
SESSION:**

14. a) Seniors Lodges

b) Town of High Level Arbitration

c) Personnel

d)

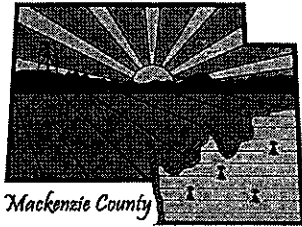
e)

**NEXT MEETING
DATE:**

15. a) Regular Council Meeting
Tuesday, February 9, 2010
10:00 a.m.
Council Chambers, Fort Vermilion, AB

ADJOURNMENT:

16. a) Adjournment



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 27, 2010
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Minutes of the January 12, 2010 Regular Council Meeting

BACKGROUND / PROPOSAL:

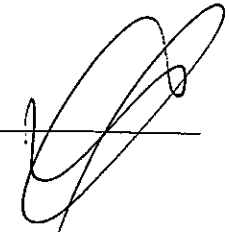
Minutes of the January 12, 2010 Regular Council meeting are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

That the minutes of the January 12, 2010 Regular Council meeting be adopted as presented.

Author: C. Gabriel Review by: _____ CAO 

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Tuesday, January 12, 2010
10:00 a.m.**

**Council Chambers
Fort Vermilion, Alberta**

PRESENT:

Greg Newman	Reeve
Walter Sarapuk	Deputy Reeve
Peter F. Braun	Councillor (left at 4:41 p.m.)
Dicky Driedger	Councillor
John W. Driedger	Councillor
Ed Froese	Councillor
Bill Neufeld	Councillor
Ray Toews	Councillor (arrived at 10:10 a.m.)
Lisa Wardley	Councillor
Stuart Watson	Councillor

ABSENT:

ADMINISTRATION:

William (Bill) Kostiw	Chief Administrative Officer
Joulia Whittleton	Director of Corporate Services
John Klassen	Director of Operations (South)
Dave Crichton	Director of Operations (North)
Mary Jo Van Order	Director of Planning & Development
Carol Gabriel	Executive Assistant

ALSO PRESENT: Members of the public.

Minutes of the Regular Council meeting for Mackenzie County held on January 12, 2010 at the Council Chambers in Fort Vermilion, Alberta.

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

Reeve Newman called the meeting to order at 10:05 a.m.

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

MOTION 10-01-001 **MOVED** by Councillor Braun

That the agenda be adopted with the following additions:

- 11. d) Road Closure for La Crete Airport Expansion
- 5. f) Delegation – Mackenzie Applied Research Association

CARRIED

**ADOPTION OF
PREVIOUS MINUTES:**

3. a) Minutes of the December 8, 2009 Regular Council Meeting

MOTION 10-01-002

MOVED by Councillor Neufeld

That the minutes of the December 8, 2009 Regular Council meeting be adopted as presented.

CARRIED

MOTION 10-01-003

MOVED by Councillor Wardley

That Council move in-camera at 10:07 a.m.

CARRIED

Councillor Toews arrived at 10:10 a.m.

MOTION 10-01-004

MOVED by Councillor Neufeld

That Council move out of camera at 10:22 a.m.

CARRIED

DELEGATION:

5. f) Mackenzie Applied Research Association (MARA)

MOTION 10-01-005
Requires Unanimous

MOVED by Councillor Froese

That the County support the Mackenzie Applied Research Association (MARA) Board with their request as discussed.

CARRIED UNANIMOUSLY

**BUSINESS ARISING
OUT OF THE MINUTES:**

4. a) None

GENERAL REPORTS:

**6. a) Agricultural Service Board Meeting Minutes –
September 21, 2009 and November 3, 2009**

MOTION 10-01-006

MOVED by Councillor D. Driedger

That the Agricultural Service Board meeting minutes of September 21, 2009 and November 3, 2009 be received for information.

CARRIED

**6. b) Mackenzie Housing Management Board Meeting
Minutes – November 3, 2009**

MOTION 10-01-007

MOVED by Councillor Froese

That the Mackenzie Housing Management Board meeting minutes of November 3, 2009 be received for information.

CARRIED

**6. c) Municipal Planning Commission Meeting Minutes –
November 24, 2009**

MOTION 10-01-008

MOVED by Deputy Reeve Sarapuk

That the Municipal Planning Commission meeting minutes of November 24, 2009 be received for information.

CARRIED

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

9. a) Council Committee Reports

Councillor Neufeld had no items to report.

Councillor Froese reported on the trip to Russia.

Councillor Braun reported on the Municipal Planning Commission, La Crete Agricultural Society, Mustus Energy presentation, meeting regarding the La Crete RV Park road, North Point Business Park lift station, Mackenzie Waste Management, and the Parks & Recreation committee meeting.

Reeve Newman reported on the trip to Russia, Town of High Level negotiations, meeting with MARA, and the Fort Vermilion walking trails.

Deputy Reeve Sarapuk reported on the Mustus Energy presentation and the Equipment Committee meeting.

Councillor J. Driedger reported on Mackenzie Library meeting, equipment committee meeting.

Councillor Watson reported on the Hay Zama Wildland Committee meeting and the ERCB meeting in High Level.

Councillor Wardley reported on the Zama Building Committee

meetings, Parks & Recreation Committee meeting, Mackenzie Library Board meeting and the Zama Recreation Board.

Councillor D. Driedger reported on the Agricultural Service Board meeting, meeting with Finning, Tompkins ice-bridge, meeting regarding Bison, Blue Hills fire hall, MARA meeting, and the Parks and Recreation Committee meeting.

Councillor Toews reported on the trip to Russia with a slide presentation.

Reeve Newman recessed the meeting at 11:18 a.m. and reconvened the meeting at 11:24 a.m.

MOTION 10-01-009

MOVED by Deputy Reeve Sarapuk

That the Council committee reports be received for information.

CARRIED

9. b) CAO & Director Reports

MOTION 10-01-010

MOVED by Councillor Neufeld

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

CARRIED

DELEGATIONS:

5. a) RCMP – 11:30 a.m.

MOTION 10-01-011

MOVED by Councillor Froese

That the RCMP report by Sgt. Wade Trottier be received for information.

CARRIED

Reeve Newman recessed the meeting at 12:04 p.m. and reconvened the meeting at 12:47 p.m.

**OPERATIONAL
SERVICES:**

11. a) Municipal Walkways Policy PW033

MOTION 10-01-012

MOVED by Councillor Braun

That the Municipal Walkways Policy PW033 be accepted as presented.

CARRIED

11. b) Solid Waste Transfer Station Collection of Refuse Policy UT003

MOTION 10-01-013

MOVED by Deputy Reeve Sarapuk

That the Solid Waste Transfer Station Collection of Refuse Policy UT003 be tabled.

CARRIED

PUBLIC HEARINGS:

7. a) Bylaw 744/09 Land Use Bylaw Amendment to Rezone Plan 872 1101, Lot C from Hamlet Commercial District 1 "HC1" to Hamlet Commercial District 2 "HC2" (La Crete)

Reeve Newman called the public hearing for Bylaw 744/09 to order at 1:11 p.m.

Reeve Newman asked if the public hearing for proposed Bylaw 744/09 was properly advertised. Mary Jo Van Order, Director of Planning and Development, answered that the bylaw was advertised in accordance with the Municipal Government Act.

Reeve Newman asked the Development Authority to outline the proposed land use bylaw amendment. Mary Jo Van Order, Director of Planning and Development, presented the Development Authority's submission and indicated that first reading was given on November 25, 2009.

Reeve Newman asked if Council has any questions of the proposed land use bylaw amendment. There were no questions.

Reeve Newman asked if any submissions were received in regards to proposed Bylaw 744/09. No submissions were received.

Reeve Newman asked if there was anyone present who would like to speak in regards to the proposed Bylaw 744/09. No one was present to speak to the proposed bylaw.

Reeve Newman closed the public hearing for Bylaw 744/09 at 1:15 p.m.

MOTION 10-01-014

MOVED by Councillor Froese

That second reading be given to Bylaw 744/09 being a Land Use Bylaw amendment to rezone Plan 872 1101, Lot C from the Hamlet Commercial District 1 "HC1" to Hamlet Commercial District 2 "HC2".

CARRIED

MOTION 10-01-015

MOVED by Councillor Braun

That third reading be given to Bylaw 744/09 being a Land Use Bylaw amendment to rezone Plan 872 1101, Lot C from the Hamlet Commercial District 1 "HC1" to Hamlet Commercial District 2 "HC2".

CARRIED

DELEGATIONS:

5. b) Alberta Health Services – 1:15 p.m.

Randy Pohl, Manager EMS Operations NW and Rob Barone, Supervisor of NE Contract Services with Alberta Health Services were in attendance to discuss EMS services in Mackenzie County.

11. c) 100th Avenue Reconstruction Project (La Crete)

MOTION 10-01-016

MOVED by Reeve Newman

That the 2010 budget be amended by transferring \$300,000 from the Resource Road projects (municipal contribution) to the La Crete 100th Avenue reconstruction project.

CARRIED UNANIMOUSLY

MOTION 10-01-017

MOVED by Councillor Braun

That the 100th Avenue Reconstruction Project tender be awarded as originally tendered.

CARRIED

DELEGATION:

5. c) Rural Water Engineer Delegation – 1:30 p.m.

Mike Minshall, Operations Manager with GENIVAR made a presentation to Council regarding the rural water project.

Reeve Newman recessed the meeting at 3:03 p.m. and reconvened the meeting at 3:12 p.m.

DELEGATION:

5. e) Mackenzie Library Board – 2:15 p.m.

Wally Schroeder and Daryl Zielsdorf made a presentation to Council regarding Mackenzie Library Board's request for the payment of utilities by the County for the Fort Vermilion Library.

10. b) Mackenzie Library Board – Fort Vermilion Library Utilities

MOTION 10-01-018

MOVED by Councillor Wardley

That the County transfer the utility accounts from the Fort Vermilion library to the County.

Councillor Toews requested a recorded vote.

In Favor:

Councillor D. Driedger
Councillor Wardley
Councillor Toews
Councillor Watson
Councillor J. Driedger
Deputy Reeve Sarapuk
Councillor Braun
Councillor Froese
Councillor Neufeld

Opposed:

Reeve Newman

CARRIED

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

**12. d) Sewer Lift Station for North Point Business Park Ltd.
(NE 10-106-15-W5M – La Crete)**

MOTION 10-01-019

MOVED by Councillor Braun

That Council authorizes administration to acquire the necessary documents and estimates with respect to the 9.3 meter depth lift station located at NE 10-106-15-W5M (North Point Business Park Ltd.) and prepare draft cost recovery documents.

Councillor J. Driedger requested a recorded vote.

In Favor:

Councillor D. Driedger
Councillor Toews
Councillor J. Driedger
Deputy Reeve Sarapuk

Opposed:

Councillor Wardley
Councillor Watson

Reeve Newman
Councillor Braun
Councillor Froese
Councillor Neufeld

CARRIED

12. a) Bylaw 749/09 Road Closure – Jacob Thiessen SE 13-107-15-W5M (Fort Vermilion Rural)

MOTION 10-01-020

MOVED by Reeve Newman

That Bylaw 749/09 being a road closure bylaw to close and sell a portion of the undeveloped road plan 2106EU, lying on the east side of SE 13-107-15-W5M be tabled.

CARRIED

12. b) Bylaw 753/09 to Amend 618/07 Partial Cancellation of Plan 992 0062, Block 1, Lot 1, (Part of NW 13-106-15-W5M) (La Crete Rural)

MOTION 10-01-021

MOVED by Councillor Braun

That first reading be given to Bylaw 753/09, being a bylaw amending the description in Bylaw 618/07 for the purpose of cancelling and reverting a portion of the subdivided lands back into NW 13-106-15-W5M, from which the subdivision was taken.

CARRIED

12. c) Request to Waive Unauthorized Development Permit Fee for Development Permit 201-DP-09 (La Crete Rural)

MOTION 10-01-022

MOVED by Councillor Neufeld

That the unauthorized Development Permit fee, for Development Permit 201-DP-09 on SW 32-105-14-W5M, in the amount of \$475.00 be waived.

DEFEATED

TENDERS:

8. a) Ward Boundary Review Request For Proposals

MOTION 10-01-023

MOVED by Councillor Neufeld

That the County request a two month variance on the April

deadline from the Minister of Municipal Affairs in order to complete the ward boundary review.

Councillor Neufeld requested a recorded vote.

In Favor:
Councillor D. Driedger
Councillor Toews
Councillor Watson
Councillor J. Driedger
Reeve Newman
Councillor Braun
Councillor Froese
Councillor Neufeld

Opposed:
Councillor Wardley
Deputy Reeve Sarapuk

CARRIED

MOTION 10-01-024

MOVED by Councillor Wardley

That administration prepare a summary of the Ward Boundary Review Request for Proposals.

CARRIED

8. b) Machesis Lake Caretaking Tender

Councillor Wardley declared herself in conflict of interest.

MOTION 10-01-025

MOVED by Councillor Braun

That the tenders for the Machesis Lake Caretaking be opened.

CARRIED

Tender Results:

Leo White	\$4,800.00 / month
Peter & Margaret Peters	\$4,750.00 / month
Ken & Rena Ward	\$4,500.00 / month
Tom & Joan Bridges	\$4,500.00 / month

MOTION 10-01-026

MOVED by Councillor Watson

That administration be authorized to review the Machesis Lake Caretaking tenders and that a recommendation be brought back to the next meeting.

DEFEATED

MOTION 10-01-027

MOVED by Reeve Newman

That the Machesis Lake Caretaking tender be awarded to Ken & Rena Ward.

CARRIED

Reeve Newman recessed the meeting at 4:17 p.m. and reconvened the meeting at 4:26 p.m. with all members present.

10. d) Mustus Energy

MOTION 10-01-028

MOVED by Councillor Wardley

That administration be authorized to work with our lawyers to review the power purchase agreement with Mustus Energy and bring it back for signature.

CARRIED

Councillor Braun left the meeting at 4:41 p.m.

**CORPORATE
SERVICES:**

10. a) Utilities – System Estimates

DELEGATION:

5. d) Andy Flooren

Andy Flooren was present to request that Council waive his additional water invoice due to system estimates.

**10. c) Forest Resource Improvement Association of Alberta
(FRIAA) Grants**

MOTION 10-01-029

MOVED by Councillor Wardley

That Council approve the Zama Fire Guard Expansion project and instruct administration to proceed with private contractors and supervision within budget and program guidelines.

CARRIED

10. e) Fort Vermilion Building Upgrade

MOTION 10-01-030

MOVED by Councillor Wardley

That Council approve the plan for upgrading the County office in Fort Vermilion and that administration be instructed to proceed to tender.

CARRIED

10. f) ASB Trade Show & Golf Tournament

MOTION 10-01-031

MOVED by Reeve Newman

That administration be instructed to proceed with a charity golf tournament in June 2010.

CARRIED

MOTION 10-01-032

MOVED by Deputy Reeve Sarapuk

That the Agricultural Service Board and administration be instructed to bring back two options for a trade show including date, place, and location.

CARRIED

10. g) Census

MOTION 10-01-033

MOVED by Councillor J. Driedger

That administration be instructed to proceed with a new census within the government guidelines using contract services incorporated with the boundary review.

CARRIED

10. h) Peace Regional Fire Chiefs – 2010 Northwest Fire Conference Donation Request

MOTION 10-01-034

MOVED by Councillor Froese

That the County sponsor \$500.00 for the Peace Regional Fire Chiefs 2010 Northwest Fire Conference to be funded from grants to other organizations.

CARRIED

10. i) Assessment Review Board

MOTION 10-01-035

MOVED by Councillor J. Driedger

That Councillor Wardley's resignation as a member of the Assessment Review Board be accepted.

CARRIED

MOTION 10-01-036

MOVED by Councillor Watson

That Councillor D. Driedger be appointed as the alternate to the Assessment Review Board.

CARRIED

**10. j) Agricultural Land Task Force Ad Hoc Committee
Terms of Reference**

MOTION 10-01-037

MOVED by Councillor Wardley

That the Agricultural Land Task Force Ad Hoc Review Committee Terms of Reference be approved as amended.

CARRIED

10. k) Municipal Operations & Standards Manual

MOTION 10-01-038

MOVED by Reeve Newman

That the Municipal Operations and Standards Manual be tabled to the next meeting.

CARRIED

10. l) Bison

MOTION 10-01-039

MOVED by Councillor D. Driedger

That a letter of support be provided to the Alberta Beef Producers for the eradication of tuberculosis and bovine brucellosis in the region.

CARRIED

10. m) 2009 Municipal Sponsorship Program

MOTION 10-01-040

MOVED by Councillor J. Driedger

That the 2009 municipal sponsorship program application be accepted for information.

CARRIED

10. n) Finance and Investment Report – December 31, 2009

MOTION 10-01-041

MOVED by Councillor Wardley

That the projects progress report and investment report for the period ended December 31, 2009 be accepted for information.

CARRIED

**11. d) Road Closure – La Crete Airport Expansion
(ADDITION)**

MOTION 10-01-042

Requires Unanimous

MOVED by Councillor Neufeld

That administration proceed with a road closure on the east boundary of the La Crete airport.

CARRIED UNANIMOUSLY

**INFORMATION/
CORRESPONDENCE**

13. a) Information/Correspondence

MOTION 10-01-043

MOVED by Reeve Newman

That the same number of Councillors be authorized to attend the Premier's Dinner as 2009.

CARRIED

MOTION 10-01-044

MOVED by Councillor D. Driedger

That administration and interested Councillors prepare a submission on rail service and bring back to the next meeting.

CARRIED

MOTION 10-01-045

MOVED by Councillor Neufeld

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

CARRIED

IN CAMERA SESSION:

MOTION 10-01-046

MOVED by Councillor Watson

That Council move in-camera to discuss issues under the Freedom of Information and Protection of Privacy Regulations 18

(1) at 6:04 p.m.

- 14. a) Footner Forest Products
- 14. b) Town of High Level Arbitration
- 14. c) Grader Negotiations
- 14. d) Enhanced Policing
- 10. a) Utilities – System Estimates

CARRIED

MOTION 10-01-047

MOVED by Councillor Watson

That Council move out of camera at 6:41 p.m.

CARRIED

14. a) Footner Forest Products

MOTION 10-01-048

MOVED by Councillor Wardley

That the Footner Forest Products update be received for information.

CARRIED

14. b) Town of High Level Arbitrations

MOTION 10-01-049

MOVED by Councillor J. Driedger

That the Town of High Level arbitration update be received as discussed.

CARRIED

14. c) Grader Negotiations

MOTION 10-01-050

MOVED by Deputy Reeve Sarapuk

That the County purchase a 2009 Caterpillar, 140M AWD grader with the 4 year/7500 hr guaranteed buy back option.

CARRIED UNANIMOUSLY

14. d) Enhanced Policing

MOTION 10-01-051

MOVED by Councillor Wardley

That the additional enhanced policing position be deferred to the April budget deliberations and that administration draft a

Memorandum of Understanding for discussion.

CARRIED

10. a) Utilities – System Estimates

MOTION 10-01-052

MOVED by Councillor Toews

That the utilities – system estimated billing remain as per Council's decision on December 8, 2009.

CARRIED

MOTION 10-01-053

MOVED by Councillor Neufeld

That a mini-strategy meeting be scheduled for February 8, 2010 at 12 noon in Fort Vermilion.

CARRIED

NEXT MEETING DATE:

15. a) Regular Council Meeting
Wednesday, January 27, 2010
4:00 p.m.
Council Chambers, Fort Vermilion, AB

ADJOURNMENT:

16. a) Adjournment

MOTION 10-01-054

MOVED by Councillor Froese

That the Council meeting be adjourned at 6:51 p.m.

CARRIED

These minutes will be presented to Council for approval on January 27, 2010.

Greg Newman
Reeve

William Kostiw
Chief Administrative Officer



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 27, 2010
Presented By:	John Klassen, Director of Operations – South
Title:	Parks and Recreation Committee Meeting Minutes November 25, 2009

BACKGROUND / PROPOSAL:

The adopted minutes of the November 25, 2009 Parks and Recreation Committee meeting are attached.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

RECOMMENDED ACTION:

That the Parks and Recreation Committee meeting minutes of November 25, 2009 be received for information.

Author: L. Schmidt

Review Date: _____

CAO _____

**MACKENZIE COUNTY
PARKS AND RECREATION COMMITTEE**

**November 25, 2009
1:00 pm**

**Fort Vermilion Council Chambers
Fort Vermilion, Alberta**

MINUTES

PRESENT:	Lisa Wardley	Councilor
	Peter Braun	Councilor
	Dicky Driedger	Councilor
	Ray Toews	Councilor

ALSO PRESENT:	John Klassen	Director of Operations, South
	Connie Friesen	Public Works Administrative Officer
	Dave Crichton	Director of Operations, North
	Carla Komarnicki	Public Works Administrative Officer North, Utilities Clerk

ABSENT:	Bill Kostiw	CAO
	Henry Klassen	Leadhand of Parks, Playgrounds, Solid Waste, Utilities & Facilities

CALL TO ORDER: 1. a) Call to Order

John Klassen called the meeting to order at 1:20pm.

b) Election of Chair

John Klassen calls for nominations for the position of Chair.

Councilor Braun nominated Councilor Wardley.
Councilor Wardley accepted.

John Klassen called for nominations a second time.
No nominations received.

John Klassen called for nominations a third time.
No nominations received.

MOTION 09-102 **MOVED** by Councilor Driedger

That the nominations cease.

CARRIED

John Klassen declared Councilor Wardley Chair by acclamation.

c) Election of Vice Chair

John Klassen calls for nominations for the position of Vice Chair.

Councilor Toews nominates Councilor Braun.
Councilor Braun accepted.

John Klassen called for nominations a second time.
No nominations received.

John Klassen called for nominations a third time.
No nominations received.

MOTION 09-103

MOVED by Councilor Driedger

That the nominations cease.

CARRIED

John Klassen declared Councilor Braun Vice Chair by acclamation.

AGENDA:

2. a) Adoption of Agenda

MOTION 09-104

MOVED by Councilor Braun

That the agenda be amended with the addition of:

4. a) Lease Update
6. c) Minister Meeting with Cindy Ady

CARRIED

MINUTES:

3. a) Adoption of the October 7, 2009 minutes

MOTION 09-105

MOVED by Councilor Toews

That the minutes of October 7, 2009 Parks and Recreation
Committee meeting be adopted as presented.

CARRIED

- b) Adoption of the October 7, 2009 action list

MOTION 09-106

MOVED by Councilor Braun

That the action list of the October 7, 2009 Parks and Recreation
Committee meeting be adopted as presented.

CARRIED

**BUSINESS ARISING
OUT OF THE MINUTES:**

4. a) Lease Update

Hutch Lake Recreational Lease

-All land work is complete and is in SRD's office with an approximate completion date of 6 months.

-The combined costs up to date will be sent to Provincial Parks for reimbursement, with the remaining invoices being sent once the recreational lease is complete.

Atlas Landing Recreational Lease

-John Klassen met with Terry Sawchuk and Terry mentioned that there may be a possibility that the County may not need to enter into an operational agreement but rather include the boat launch and access into the existing LOC. Administration will look into this with SRD.

Wadlin Lake Recreational Lease

-Administration to invite SRD to the next Parks and Recreation Committee meeting in February to work on the long term plan.

Fort Vermilion Rodeo Grounds Recreational Lease

-Is in progress with administration having to meet with the landowner once more prior to submission with surveyors and SRD.

Bridge Campground Lease

-Administration still awaiting paperwork from Provincial Parks. The Parks and Recreation Committee does not suggest for the County to obtain ownership of the land. Administration to invite Provincial Parks to the next parks meeting in February to discuss long term planning.

MOTION 09-107

MOVED by Councilor Driedger

That the Lease Update be received for information.

CARRIED

DELEGATIONS: 5. a) NONE

**NEW
BUSINESS:** 6. a) Policies

i.) Recreational Area Policy ADM040

MOTION 09-108

MOVED by Councilor Braun

That the Recreational Area Policy ADM040 be taken to the next Council meeting with the amendments as discussed.

CARRIED

Councilor Wardley recessed the meeting at 2:20pm.

Councilor Wardley reconvened the meeting at 2:33pm.

b) Terms of Reference

MOTION 09-109

MOVED by Councilor Toews

That the Terms of Reference be presented to Council at the next meeting with the amendments as discussed.

CARRIED

c) Minister Meeting with Cindy Ady

Councilor Toews met with the Parks Minister Cindy Ady regarding parks/campgrounds within the County. Minister Ady mentioned that a provincial park within the County would be out of the question as the Province is closing more of the provincial parks within Alberta and rather trying to privatize the campgrounds. She committed to \$40,000/year for three years for the Hutch Lake Campground. Administration is to provide an invoice to Provincial Parks with a total of at least \$40,000 (including caretaker invoices if needed).

MOTION 09-110

MOVED by Councilor Driedger

That the Minister Meeting with Cindy Ady update be received for information.

CARRIED

**INFORMATION/
CORRESPONDENCE:**

7.

a) Hutch Lake Contract Extension/Year End Bonus Letter

b) Wadlin Lake Year End Bonus Letter

MOTION 09-111

MOVED by Councilor Braun

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

CARRIED

**ADDITIONAL
ITEMS:**

8. a) NONE

**NEXT MEETING
DATE:**

9. a) Parks and Recreation Committee Meeting

The next Parks and Recreation Committee meeting is scheduled for January 11, 2010 at 12:00pm in Fort Vermilion Council Chambers.

The following Parks and Recreation Committee meeting is scheduled for February 24, 2010 at 12:00pm in Fort Vermilion Council Chambers.

ADJOURNMENT:

10. a) Adjournment

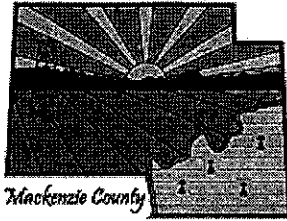
MOTION 09-112

MOVED by Councilor Driedger

That the Parks and Recreation Committee meeting be adjourned at 3:15pm.

CARRIED

These minutes were adopted this ____ day of _____, 2009.



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 27, 2010
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Agricultural Service Board Meeting Minutes – December 10, 2009

BACKGROUND / PROPOSAL:

Information item. The adopted minutes of the December 10, 2009 meeting are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

That the Agricultural Service Board meeting minutes of December 10, 2009 be received for information.

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

**MACKENZIE COUNTY
AGRICULTURAL SERVICE BOARD MEETING**

Thursday December 10, 2009

10:00 a.m.

**Council Chambers
Fort Vermilion, AB**

PRESENT: Bill Neufeld Chair
Dicky Driedger Council Representative
Joe Peters Member at Large
Richard Marshall Member at Large
Eric Jorgenson Member at Large

ABSENT:

ALSO PRESENT: Grant Smith Agricultural Fieldman
Colleen Nate Admin Assistant, Recording Secretary
John Klassen Director of Operations-South

Minutes of the Agricultural Service Board meeting for Mackenzie County held on Thursday December 10, 2009.

CALL TO ORDER: 1. a) Call to Order

Chair Neufeld called the meeting to order at 10:00am.

AGENDA: 2. a) Adoption of Agenda

MOTION 09-106 MOVED by Joe Peters

That the agenda be adopted with the additions of 5.g) Ag Land Task Force; 5.h) AJA Friesen Drainage; 5.i) Brush Control.

CARRIED

ADOPTION OF THE PREVIOUS MINUTES: 3. a) Minutes of the November 3, 2009 Agricultural Service Board Meeting

MOTION 09-107 MOVED by Dicky Driedger

That the minutes of the November 3, 2009 Agricultural Service Board meeting be adopted with the spelling correction to Simon Neudorf's name.

MOTION 09-108 **5. a) Fieldman Report**
Moved by Richard Marshall

That the Fieldman report and Project update be accepted as information.

Carried

DELEGATION **5. b) Alberta Beef Producers Delegation**

Delegation did not attend meeting.

DISCUSSION **5.c) 2010 Agricultural Event**

The ASB discussed options regarding the Agricultural Event.

MOTION 09-109 **5.d) Budget Report**
Moved by Joe Peters

That the budget report be received for information.

Carried.

MOTION 09-110 **5.e)Agricultural Chemical Policy ASB110**
Moved by Joe Peters

That changes be made to the Chemical Policy ASB110 as discussed.

Carried

MOTION 09-111 **5.f) 2010 Provincial ASB Conference**
Moved by Dicky Driedger

That the ASB members be authorized to attend the 2010 Provincial ASB Conference.

Carried

MOTION 09-112

**5.g) Ag Land Task Force
Moved by Richard Marshall**

That an Ag Land Task Force Review Committee be formed and establish terms of reference.

Carried

MOTION 09-113

**5. h) AJA Friesen Drainage
Moved by Dicky Driedger**

That the update on AJA Friesen Drainage, presented by John Klassen be received as information.

Carried

5. i) Brush Control

Brush control was discussed.

**SET NEXT
MEETING DATE**

January 18, 2010 10:00 am Fort Vermilion Council Chambers.

MOTION 09-114

9. a) Adjournment

Moved by Richard Marshall

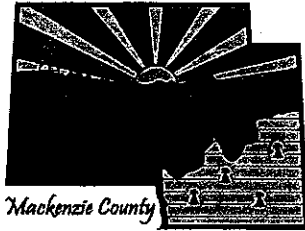
That the Agricultural Service Board Meeting be adjourned at 11:55 AM.

Carried

These minutes were approved on January 18, 2010.

Bill Neufeld, Chair

Grant Smith, Agricultural Fieldman



MACKENZIE COUNTY

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 27, 2010
Presented By:	Mary Jo Van Order, Director of Planning & Development
Title:	PUBLIC HEARING Bylaw 748/09 Being a Land Use Bylaw Amendment for the Cancellation of Plan 2938RS, Block 3, Lot 3 and Plan 2938RS, Block 3, Lot 4 for the Purpose of Consolidation

BACKGROUND / PROPOSAL:

Bylaw 7348/09, was given first reading at the December 8, 2009 Council meeting, being the cancellation of Plan 2938RS, Block 3, Lot 3 and Plan 2938RS, Block 3 Lot 4 for the purpose of consolidation.

Mr. Schmidt the applicant was issued a development permit on June 29, 2009 to construct a Service Station/Convenience Store and Wash Bay on Plan 2938RS; Block 3, Lot 4. Construction has not commenced as all the final drawings have not been completed. Mr. Schmidt has found that in trying to include the building, fuel tanks and parking all onto the one lot is very constrictive. One of the issues is the angled dividing line between the two lots. While he may have room on the back end he is then restricted in the front. The applicant is therefore requesting to consolidate Lots 3 & 4 into one which will provide him with ample room for his development.

The Municipal Planning Commission reviewed this application on November 24, 2009 and recommend to Council for the approval of the cancelation of Plan 2938RS, Block 3, Lot 3 and Plan 2938RS, Block 3, Lot 4 for the purpose of consolidation, subject to the public hearing input.

Author: Liane Lambert,
Development Officer

Reviewed by: Mary Jo Van Order,
Director of Planning
& Development

CAO

OPTIONS & BENEFITS:

Consolidating parcels can be done in two ways; one is by registering a descriptive plan and the other is by bylaw. Since the bylaw is the less costly option, the developer has opted to do the consolidation by bylaw.

The plan cancellation bylaw would discharge lots three and four and create one new lot. This would ensure that the applicant could meet the setback requirements of the Land Use Bylaw and receive a single title for the properties.

COSTS & SOURCE OF FUNDING:

All costs will be borne by the applicant.

RECOMMENDED ACTION:

MOTION 1

That second reading be given to Bylaw 748/09 being the cancellation of Plan 2938RS, Block 3, Lot 3 and Plan 2938RS, Block 3 Lot 4 for the purpose of consolidation, subject to the public hearing input.

MOTION 2

That third reading be given to Bylaw 748/09 being the cancellation of Plan 2938RS, Block 3, Lot 3 and Plan 2938RS, Block 3 Lot 4 for the purpose of consolidation, subject to the public hearing input.

Author: Liane Lambert,
Development Officer

Reviewed by: Mary Jo Van Order,
Director of Planning
& Development

CAO

Mackenzie County

PUBLIC HEARING FOR LAND USE BYLAW AMENDMENT

BYLAW 748/09

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:

BYLAW NO. 748/09
BEING A BYLAW OF
MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA

FOR THE PURPOSE OF CANCELLING A PORTION OF A
PLAN OF SUBDIVISION
IN ACCORDANCE WITH SECTION 658 OF THE
MUNICIPAL GOVERNMENT ACT, CHAPTER M-26,
REVISED STATUTES OF ALBERTA 2000.

WHEREAS, Council of Mackenzie County has determined that a portion of a subdivision as outlined on Schedule A attached hereto, be subject to a cancellation, and

WHEREAS, George Schmidt and Martha Schmidt, being the registered owners of Plan 2938RS, Block 3, Lot 3 and Plan 2938RS, Block 3, Lot 4, have requested that the lands be consolidated; and

NOW THEREFORE, be it resolved that the Council of Mackenzie County does hereby enact as follows:

1. Subdivision Plan No. 2938RS, Block 3, Lot 3 and Lot 4 are hereby cancelled in full, and shall be consolidated as Lot 3, as outlined in Schedule A attached.

READ a first time this 8th day of December, 2009.

READ a second time this _____ day of _____, 2010.

READ a third time and finally passed this _____ day of _____, 2010.

Greg Newman
Reeve

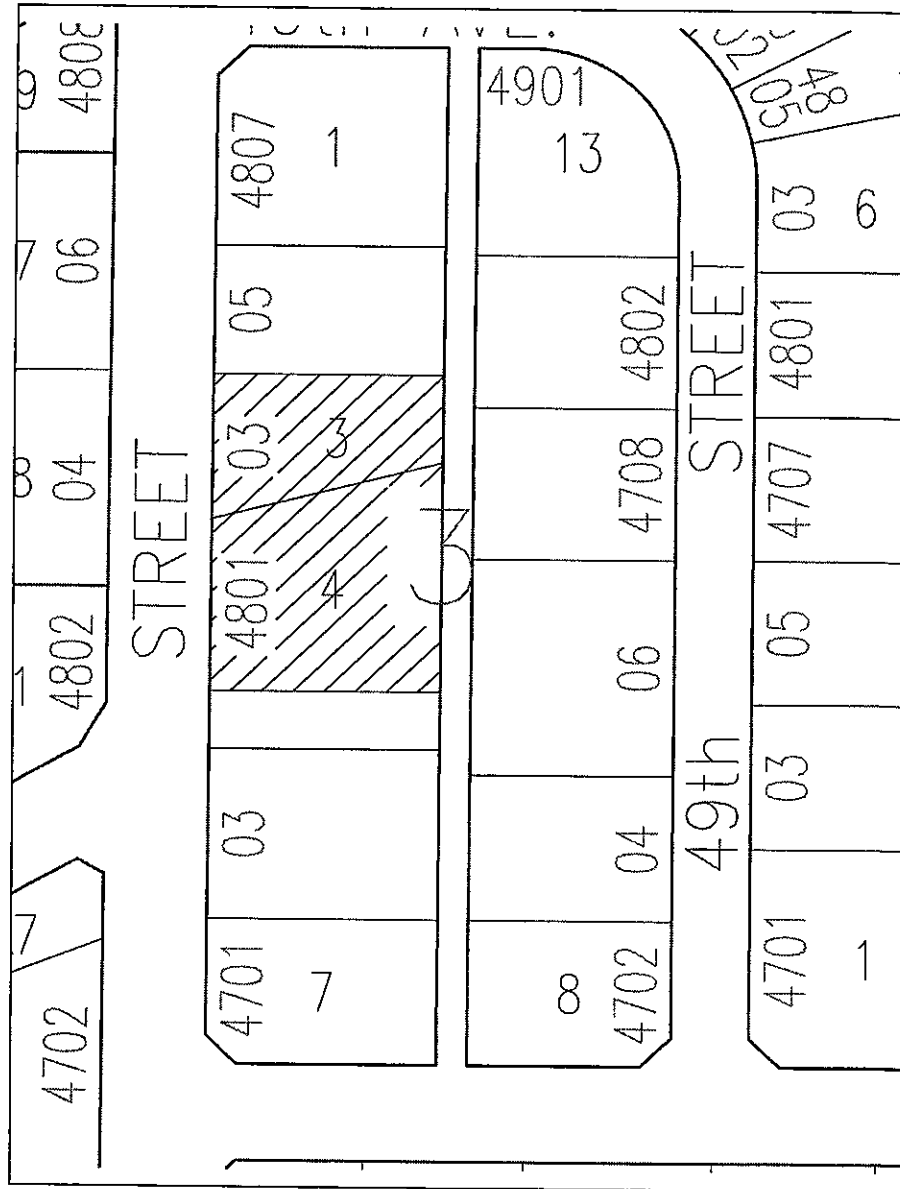
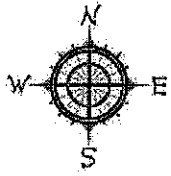
William Kostiw
Chief Administrative Officer

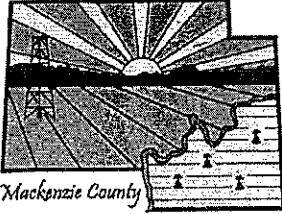
BYLAW NO. 748/09

SCHEDULE "A"

1. That the subdivision of the following property known as:

Plan 2938RS, Block 3, Lot 3 and Plan 2938RS, Block 3, Lot 4 be cancelled and consolidated as Lot 3.





LAND USE BYLAW AMENDMENT APPLICATION

APPLICATION NO. 748/09

NAME OF APPLICANT <u>George Schmidt</u>		
ADDRESS <u>Box</u>		
TOWN <u>Fort Vermilion AB</u>		
POSTAL CODE <u>T0H-1W0</u>	PHONE (RES.) <u>(780)927-</u>	BUS.

COMPLETE IF DIFFERENT FROM APPLICANT		
NAME OF REGISTER OWNER <u>Same</u>		
ADDRESS		
TOWN		
POSTAL CODE	PHONE (RES.)	BUS.

LEGAL DESCRIPTION OF THE LAND AFFECTED BY THE PROPOSED AMENDMENT

QTR./LS.	SEC.	TWP.	RANGE	M.	OR	PLAN <u>2938RS</u>	BLK <u>3</u>	LOT <u>314</u>
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LAND USE CLASSIFICATION AMENDMENT PROPOSED:

FROM: N/A TO: N/A

REASONS SUPPORTING PROPOSED AMENDMENT:

Subdivision Consolidation
Remove the east west line between lots 314
To provide additional room for Service station Development

I/WE HAVE ENCLOSED THE REQUIRED APPLICATION FEE OF \$ 150.00

RECEIPT NO. 112382

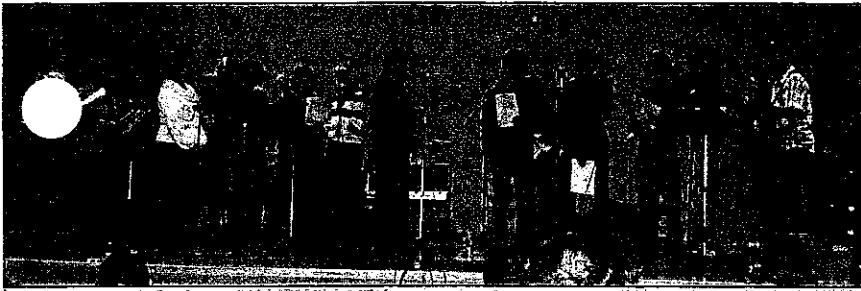
[Signature]
APPLICANT

Nov 17/09
DATE

NOTE: REGISTERED OWNER'S SIGNATURE REQUIRED IF DIFFERENT FROM APPLICANT.

REGISTERED OWNER

DATE



A group of local men and women performed at the MCC AGM on Saturday, Jan. 9, at the Heritage Centre in La Crete.

Kari Enns, Ann Boehlig and Kim Thiessen shared their experience in Kenya. They also recorded their fourth CD for AIDS.



Students donate to MCC

Recently, students from Ridgeview Central School in Gr. 7 raised \$1650 for MCC. They held a silent auction that was selling time; students volunteered their services for a number of different types of work. Anything from shovelling snow, baking and baby-sitting were up for grabs.

The highest bid was over \$1000. The students were very generous with the amount of time they were willing to commit. They were often sold in pairs or trios. They prefer to work with someone else; this makes it a social activity as well for them.

Ann Boehlig, a Calgary MCC staff member re-

sponded, "this is just wonderful! Such commitment from young people is absolutely inspiring to us at MCC. Thanks for coordinating the work auction again, we really appreciate all the efforts of you and your students."

The auction started 4 years ago when Anthony Thiessen returned to La Crete to teach at Ridgeview Central School. He had been working with MCC in Zambia for 3 years, teaching at a boarding school. The fundraiser has increased in participation every year.

"Thanks go out to all the staff and relatives that came to the school to bid, making the auction a resounding success once again," Thiessen

stated. This continues to be a very worthwhile fundraiser that impacts so many needy people overseas. Through Mr. Thiessen's efforts in the past 4 years, the students have raised over \$7000. An amazing accomplishment but

it shows the genuine giving spirit of the students and parents of the La Crete hamlet. "As principal of Ridgeview Central School, I continue to be amazed at the kindness of our students and their willingness to help others," Dean Wheeler.

Alberta Health Services...

Quitting is contagious, pass it on!

Erin Brideau Health Promotion Facilitator Research suggests that quitting smoking is easier when others in your social circle have also kicked the habit.

Even the behaviour of co-workers can be influential on your decision to quit smoking. So it's fitting that the theme for National Non-Smoking Week 2010 is "Quitting is contagious, pass it on!"

This year, National Non-Smoking Week takes place Jan. 17-23.

National Non Smoking Week is coordinated by the Canadian Council for Tobacco Control and has been observed for more than 30 years. Its goals include: education, prevention, cessation and tobacco industry regulation.

Estimated that each year, 37,000 people die in Canada as a result of smoking. Tobacco harms nearly every organ in the body and causes diseases such as cancer, heart disease, stroke and chronic obstructive pulmonary disease (COPD).

If you, or someone you know is quitting smoking, here are a few tips to remember...

Nicotine is highly addictive and each cigarette you smoke maintains your addiction.

Quitting smoking is a process not an event.

Quitting smoking requires preparation - tracking when and why you smoke can help you prepare for situations that will trigger cravings. Planning ahead will help you get through cravings and avoid trigger situations (go for a walk, talk to

CONTINUED ON PAGE 8

WeightWatchers
the momentum 2010 challenge
FREE REGISTRATION
La Crete Northern Lights Rec Centre
10201-99 Avenue
Mon. 6:30 pm
Join a Meeting & Find Out How!
Call: 1-800-651-6000
or click wwab.ca

MACKENZIE COUNTY
NOTICE OF PUBLIC HEARING
PROPOSED LAND-USE BYLAW NO 748/09

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. 748/09 for an amendment to Land-Use Bylaw No. 462/04. The proposed amendment is:

That the subject parcel known as Plan 2938RS, Block 3, Lot 3 and Plan 2938RS, Block 3, Lot 4 be cancelled and consolidated as Lot 3 in the Hamlet of Fort Vermilion.

The Public Hearing is scheduled for 4:30 p.m. Wednesday, January 27, 2009 in the Mackenzie County Council Chamber in Fort Vermilion. The proposed bylaw may be viewed at the Mackenzie County office in Fort Vermilion during regular office hours. Please submit written submissions to the Development Officer prior to 4:30 p.m. Friday, January 22, 2009. If you have any questions regarding the hearing, or the bylaw, please call Mackenzie County's Development Officer at (780) 927-3718.

Church Directory

SEVENTH-DAY ADVENTIST CHURCH
Rm 928-2208
Saturday Sabbath School 10:00 am
Worship Service 11:15 am

CHURCH OF GOD IN CHRIST (MENNONITE)
Fort Vermilion 927-3341
Sunday School 10:00 am
Worship Service 10:45 am
Evening Service 7:30 pm

ST. LUKE'S ANGLICAN CHURCH
Fort Vermilion 927-4202
Pastor Hermann Dittich
Sunday Worship 11:00 am Sunday School 11:00 am
Oct. 1 to Apr. 30, Services at 3:00 pm
May 1 to September 30, Services 8:30 am

FAITH GOSPEL FELLOWSHIP
Fort Vermilion 927-4602
Pastor Allan Clark 927-4316
Sunday Morning: 11:00 am Sunday School 9:30 am
Sunday Evening Service at 7:00 pm (Topical Studies)
Ladies Bible Study, Tuesday at 7:30 pm
Prayer meeting Wednesday 7:00 pm
AWANA Kids Club Thursday 6:15 pm at St. Mary's School

LACRETE CHRISTIAN FELLOWSHIP CHURCH
Pastor Peter Doorkans
Church Office 928-3783
Sunday School 9:30 am
Worship Service 10:30 am

HILLSIDE CHRISTIAN FELLOWSHIP
HWY 697, 25 km S of La Crete
Pastor: Peter Janzen
Church Office: 928-3335
Sunday School 9:45 Worship Service 11 am

PEACE MENNONITE CHURCH
La Crete 928-2453 Peter Wiebe 927-3899
Sunday School 10:00 am Worship Service 11:00 am
Prayer Meeting & Bible Study 7:45 pm
Evening Service 6:00 pm (2nd Sunday)
Hymn Sing 6:00 pm (4th Sunday)

ST HENRY'S ROMAN CATHOLIC CHURCH
Served from High Level
For Mass times please call:
926-3219

BELIEVERS FELLOWSHIP
Worship Service 10:30 am
928-3030
9109-94 Street NE of new water treatment plant
Everyone Welcome!

GRACE COMMUNITY CHURCH
Sunday School 10am Sunday Worship 11:00am
Meet at former Furniture & More Bldg.
9401 - 100A Street

EVANGELICAL BERGTHALER MENNONITE CONFERENCE

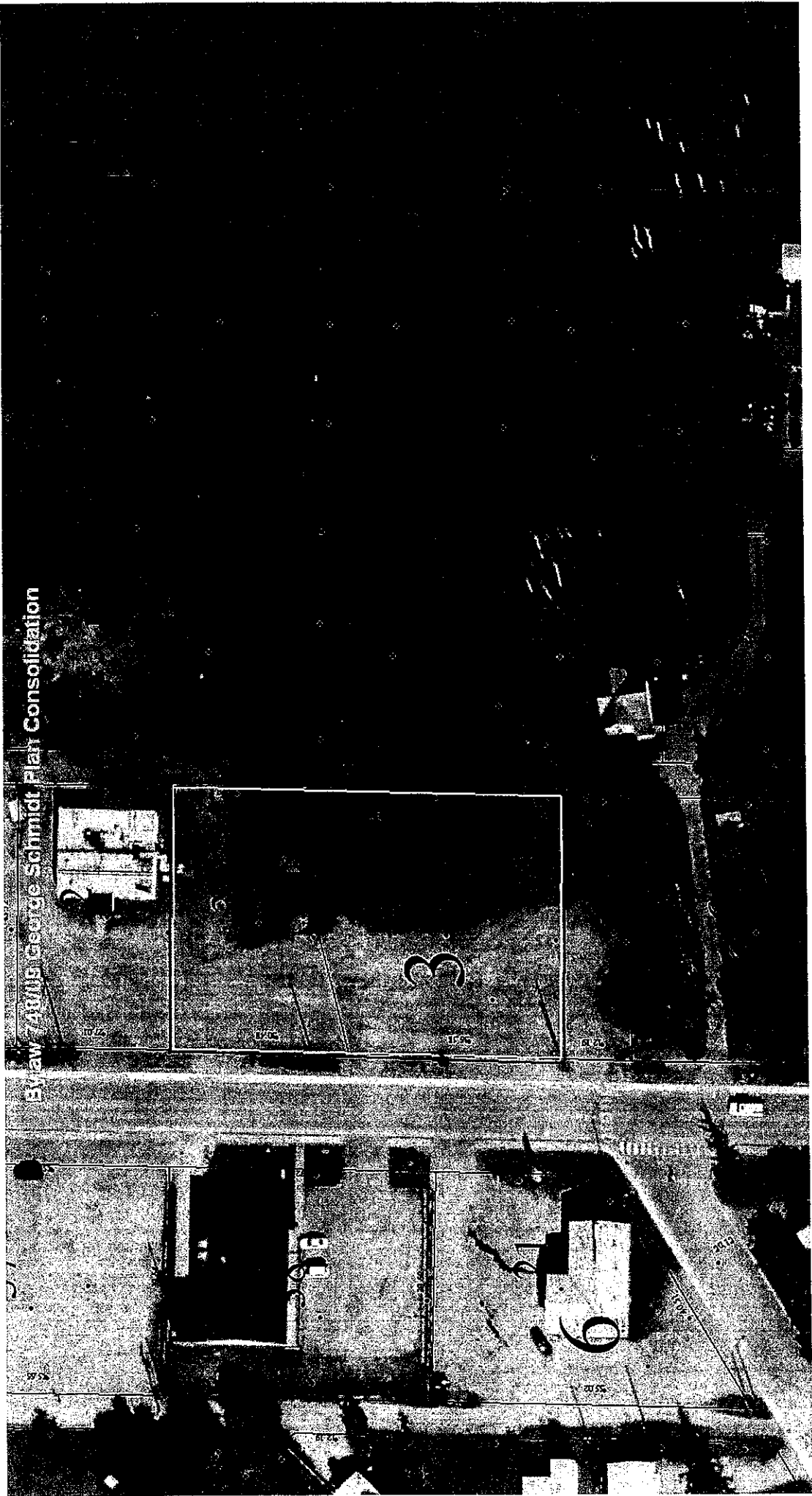
LACRETE BERGTHALER MENNONITE CHURCH
10101-98 St. La Crete - Pastor Bill Kehler 928-3090
Wednesday night Bible Study 7:30 pm
Sunday Worship Service
Sunday School 9:30am - Worship Service 10:30am

TOMPKIN'S EVANGELICAL CHURCH
Pastor Dick Loewen 780-928-2633
Sunday School 10:00 am - Worship Service 11:00 am
July/August - Worship at 10:30 am

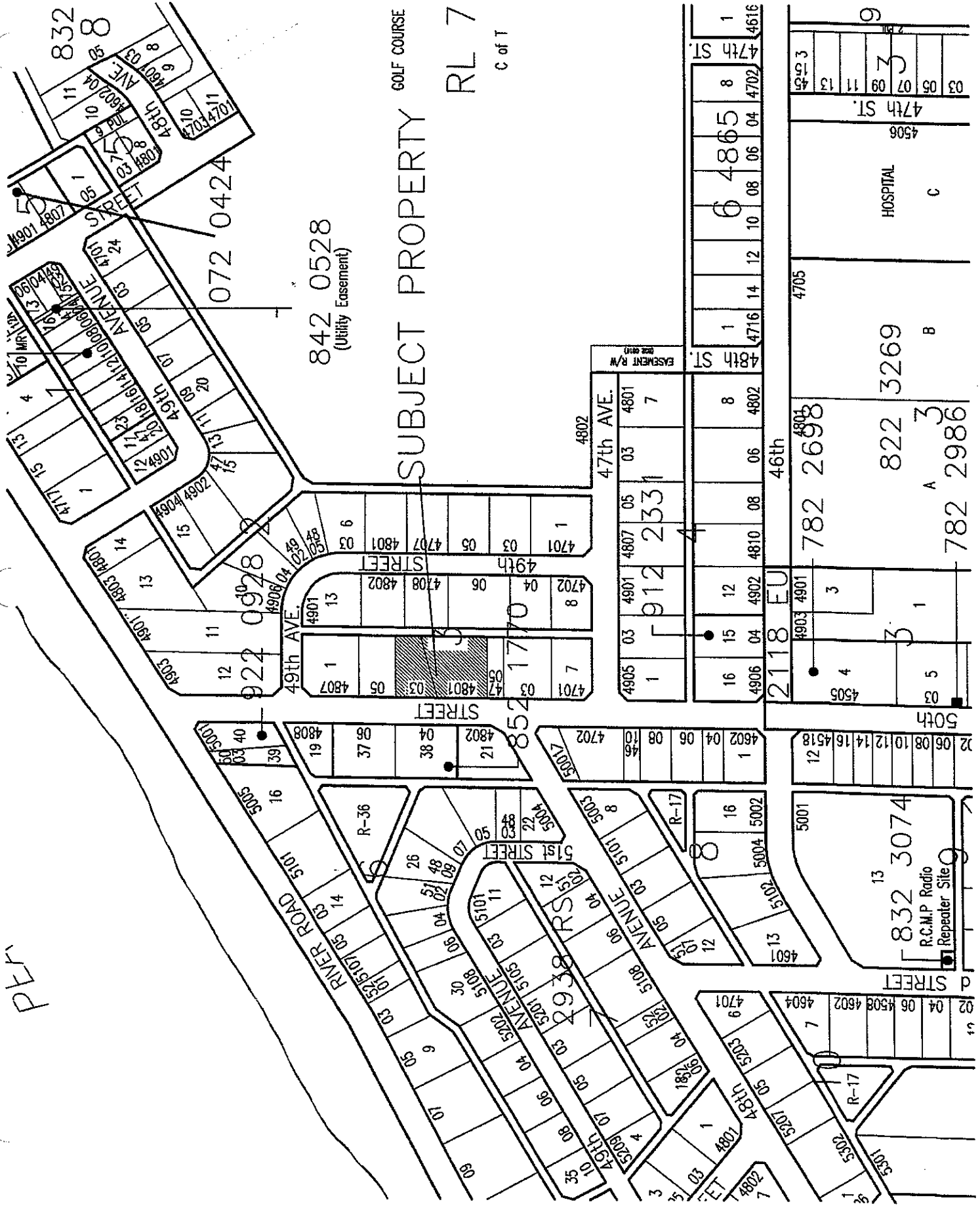
COUNTRYSIDE COMMUNITY CHURCH
Pastor Peter Fehr 780-928-2393
East of La Crete - Sunday School 10:00 am - Worship 11:00 am

CORNERSTONE EVANGELICAL CHURCH
Blumenort 780-927-4347 - Pastor Monty Thiessen
Sunday School 10:00 am - Worship 11:00 am

Bylaw 740119 George Schmidt Plan Consolidation



PEP



842 0528
(Utility Easement)

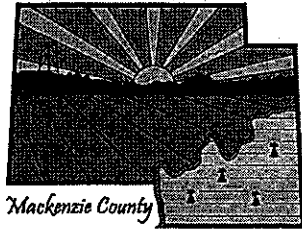
SUBJECT PROPERTY

RL 7
C of T

GOLF COURSE

832 3074
R.C.M.P. Radio
Repeater Site

HOSPITAL



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 27, 2010
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Electoral Boundary Review and Municipal Census

BACKGROUND / PROPOSAL:

Council included funding towards the Electoral Boundary Review (EBR) and Municipal Census project in the 2010 budget.

OPTIONS & BENEFITS:

Administration prepared a request for proposal for the EBR. Seven firms responded to the EBR RFP.

Subsequently, Council passed a motion that a municipal census be conducted using a contractor.

The following request was sent to the firms that responded to the EBR:

Thank you for your interest in the County's Ward Boundary Review project.

After reviewing and discussing the proposals, the County Council would like to add undertaking of the County Census to the Electoral Ward Boundary Review project. We ask that you submit a revised cost schedule to reflect this by 4:30 p.m. on Wednesday, January 20, 2010.

Please note that the census project must be undertaken following all provincial/federal guidelines/timelines in order to meet the requirements of becoming the County's official census.

Council recognizes that the Ward Boundary Review project deadline may have to be adjusted to reflect addition of the census project and therefore the County will be requesting a two-month extension for the Ward Boundary Review project from the Minister of Municipal Affairs. In any event, the additional time will be permitted to complete the Ward Boundary Review project.

Thank you

Author: J. Whittleton **Reviewed By:** _____ **CAO** 

Out of seven responders, four revised their budgets and resubmitted their proposals inclusive of the municipal census project. Three firms advised that they did not feel they are in the best position to undertake the municipal census project.

The results spreadsheet is attached.

COSTS & SOURCE OF FUNDING:

2010 Budget includes \$30,000 for the Municipal Census project and \$50,000 for the Electoral Boundary Review.

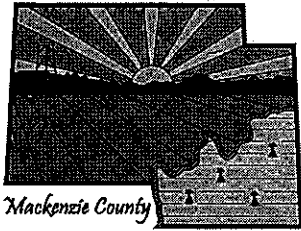
RECOMMENDED ACTION:

For discussion.

Author: J. Whittleton Reviewed By: CAO

Request for proposal responder	Electoral boundary review (EBR)		Municipal Census (MC)		Total project cost \$80,000 Budget	Comments and assumptions
	Fixed cost	Disbursements	Fixed cost	Disbursements		
Beacon for Change	\$50,000	Included in fixed cost	\$100,000	Included in fixed cost	\$150,000	EBR stand alone project -- April 1 completion date EBR & MC combined -- May 31 completion date for both projects
Mowbrey Gil	Cost ranges from \$40,000 to \$125,000 depending on selected project approach	Cost ranges from \$6,000 to \$15,000 depending on selected project approach	Advised that the firm is not in a position to undertake the Census component	NA	Total cost for EBR ranges from \$46,000 to \$140,000 depending on selected project approach	Delivery of the final report to CAO on April 1; Project approaches vary depending on level of involvement and consultations with other stakeholders, Municipal Affairs, etc. (see last page of proposal)
Brownlee LLP	\$40,275	Estimated at \$6,000 and based on 4 trips to the County, rental car for the duration of stay, 7 days accommodations	Advised that the firm is not in a position to undertake the Census component	NA	Total cost for EBR \$46,275	Suggesting allowing at least two month to complete the project with the project commencement date of January 18 and presentation to Council on March 26
Activation Analysis Group Inc.	\$34,525	\$9,850	\$28,850	\$52,275	\$125,500	EBR stand alone project -- proposed bylaw to Council for a special meeting in March with April 21 is the final report date; EBR & MC combined: MC -- final report to Council -- June 14 EBR -- final report to Council -- July 30

Request for proposal responder	Electoral boundary review (EBR)		Municipal Census (MC)		Total project cost \$80,000 Budget	Comments and assumptions
	\$50,000 Budget		\$30,000 Budget			
	Fixed cost	Disbursements	Fixed cost	Disbursements		
J.R. McDonald & Associates	Estimated at \$65,000	Expenses for travel will be reimbursed at cost and any disbursements will be charged at cost plus 15%	\$52,500 for MC Coordinator and \$50,000 for enumerators	\$22,500 for MC Coordinator; \$25,000 for enumerators expenses; \$25,000 other misc. expenses; \$10,000 for mapping	\$250,000 plus EBR expenses for travel will be reimbursed at cost and any disbursements will be charged at cost plus 15%	EBR stand alone project – draft boundary bylaw to Council on fourth week of March; review with AMA in April; final report to Council on fourth week of May EBR & MC combined: MC completion date – April 29 EBR – May 1 commencement date and the completion date as per original proposal with amended dates to allow for the census project (approximately 14 weeks)
Stewart & Weir	\$46,410 Revised to \$51,670 on second submission	Estimated at \$18,415	\$60,860	\$18,140	\$149,085 (using \$51,670 fixed cost)	EBR stand alone project: the proposal states “based on our review of the legislated timelines for implementation of any review, it is highly unlikely that this could be completed and a bylaw passed in time for use in the 2010 Municipal Election. Our proposal is to complete the work in time for acceptance before July 1. EBR & MC combined: not specifically stated, appears to remain as for EBR stand alone project, although Schedule 5 includes the following statement: “Submission timelines will be adjusted as necessary to reflect the changes in the scope of work.
Stantec	\$51,000	\$4,080	Stated that our requirements would be better served by engaging a census specialist	NA	\$55,080	EBR – third week of June – final report submission and presentation to Council



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 27, 2010
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	Letter From David Peters Regarding Taxes and Municipal Assessor

BACKGROUND / PROPOSAL:

Ratepayers have a right to appeal their assessment. An assessment review board (ARB) is tasked with the assessment appeal hearings and with making decisions regarding the appeals.

OPTIONS & BENEFITS:

The property owners of the tax roll 082016 appealed their assessment in 2009 regarding an old trailer that was vacated but remained on the property. A reduction in assessment was granted by the ARB (the ARB decision letter is attached).

Administration received a letter from David Peters, addressed to the Reeve and Council. The letter is attached.

MGA, s. 347, Cancellation, reduction, refund or deferral of taxes:

- (1) *If a council considers it equitable to do so, it may, generally or with respect to a particular taxable property or business or a class of taxable property or business, do one or more of the following, with or without conditions:*
 - (a) *cancel or reduce tax arrears;*
 - (b) *cancel or refund all or part of a tax;*
 - (c) *defer the collection of a tax.*

- (2) *A council may phase in a tax increase or decrease resulting from the preparation of any new assessment.*

Author: J. Whittleton **Reviewed By:** _____ **CAO** 

COSTS & SOURCE OF FUNDING:

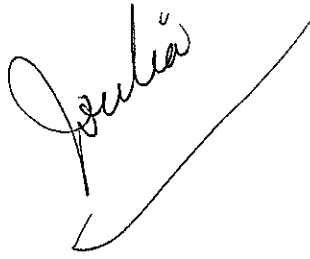
NA

RECOMMENDED ACTION:

For discussion.

Author: J. Whittleton Reviewed By: _____ CAO _____

P. O. 126
La Crete, AB T0H 2H0



January 9, 2010.

Reeve and Council
Mackenzie County
Box 640
Fort Vermilion, AB T0H 1N0

RE: On behalf of Bernard and Katharina Janzen – Tax Roll #082016

Dear Sir:

I hereby request that Council give special consideration to this family for their property taxes.

This family has experienced a great deal of hardships in the last few years. In August of 2007, at the birth of child number 8, the medical staff at the Royal Alec Hospital in Edmonton administered a spinal injection or epidural shot. The pregnancy had been beset with many problems all along, but the baby was delivered and the family went home to La Crete. Katharina felt a continuous deterioration in her physical condition, and within weeks she had serious difficulties walking, and now she is totally confined to her wheel chair. A Doctor recently told her that she would never walk again. This is very brief background information to help Council members understand the situation.

The Janzens were living in a 14ft wide mobile home on their acreage which is part of SE – 5 – 105 – 14 – W5. A fourteen wide mobile home, with the long narrow hallway, is not a wheelchair friendly residence, and mobility was extremely frustrating.

The Administrators of the Old Colony Mennonite Church of La Crete saw their needs, and decided that the church would provide a more spacious and comfortable home for them. During the summer of 2008, a new residence was built, and the Janzens enjoyed a more commodious home. The mobile home had been temporarily relocated so that the house could be built on the same site. This enabled them to access the existing cistern and sewer facilities and make the connections with minimum complications.

For income, this family receive social assistance in the amount of approximately \$2050.00 per month, plus whatever the child tax benefit program provides. It should not be difficult for any of us to realize that this requires very careful budgeting simply to survive. Bernhard is unable to go to work, because Katharina is totally helpless.

The tax assessment received in June of 2009 was almost \$2,300.00 We were invited to discuss the assessment with the assessor at the Heritage Centre in La Crete, and Bernhard and I met with one Randy Affolder to discuss the assessment. The assessment for the new house seemed to be fair, but in addition, the old mobile home was assessed at \$47,000.00, and that was totally unreasonable. I pointed out that we had helped the Janzens purchase

Page 2.

this mobile home a few years earlier at a public auction. The price was 13,000.00 so how could it now be valued at \$47,000.00 ?

His response was as follows:

“Just because you no longer live in a mobile home does not mean that it has any less value. The purchase price may have been lower, but to get at a value, you had to consider the land and the utilities, and value it as a package.”

I pointed out that the value of the land already appeared on the assessment, and if it was added to the value of the trailer as well, then the land was taxed twice. I could tell from his expression, that he agreed with what I said, but he refused to admit it.

His next point was “ My hands are tied. There is nothing I can do to change this. If you have a problem with it, talk to your legislators. They are the ones who set these regulations”

He did however make some changes, and by the time of the appeal Board hearing, he had brought the value of the mobile home down to \$13,500.00 and at the hearing it was further reduced to \$4,000.00. It was still unfair, because it seems that no one else pays taxes for storage buildings that once served as a residence, but at \$4,000.00 the amount is more manageable.

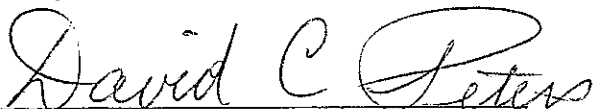
At this time I wish to request TWO things from this Council:

1. Please dismiss our Assessor and hire someone with more integrity. I think it is only fair to all of the rate payers in this County if you get an assessor that is more reasonable or rational than a brick wall.
2. Please provide for the Janzens a property tax assessment of \$1.00 for the year 2010, and then reconsider their situation every year. We are still hoping that someone in the medical profession will be moved to do the right thing, and provide fair compensation for the Janzen family. At this time we have no grounds for optimism, but we are hoping.

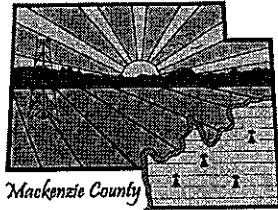
In a letter to the appeal board, I had pointed out that in most situations, when someone can afford to build a new house, they are in a position to pay higher property taxes as well, but the Janzens do not have a new house because they can afford it. Rather, they have a new house because their church chose to help them when they were in dire needs.

The Janzens are very grateful for all of the assistance received to date, and I think that Council is in a position to remove one more obstacle in a life that is already overflowing with hardships.

Sincerely,



David C. Peters



Mackenzie County

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

September 25, 2009

Mr. Bernhard Janzen
Box 2117
La Crete, AB
T0H 2H0

Dear Mr. Janzen:

RE: ASSESSMENT REVIEW BOARD DECISION ON TAX ROLL #082016

Thank you for attending the Assessment Review Board Hearing on September 11, 2009 in regards to your 2009 assessment appeal.

Based on the evidence presented, the Assessment Review Board ruled to reduce your total assessment on Tax Roll #082016 by \$9,450.00.

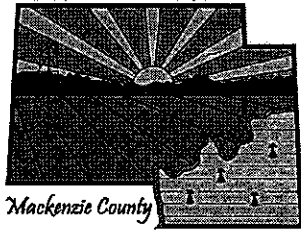
You may appeal this decision in writing and within 30 days after receipt of this letter to the Municipal Government Board in accordance with the Municipal Government Act sections 470 and 491.

In accordance with Bylaw 285/01 your assessment appeal fee will be refunded under separate cover.

Yours truly,

Wally Schroeder, Chair
Assessment Review Board

pc: Dianne Pawlik, Taxation & Assessment
Randy Affolder, Alliance Assessment Consultants Ltd.



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 27, 2010
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	La Crete Agricultural Society – Request for Tax Reimbursement

BACKGROUND / PROPOSAL:

MGA, s 347 allows council to reduce, refund or defer taxes.

La Crete Agricultural Society approached Council in July 2008 to forgive their 2008 taxes. Council passed the following motion:

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

OPTIONS & BENEFITS:

An agricultural society property is usually exempt from taxes unless there is an improvement that is used as a residential unit.

In the past, La Crete Agricultural Society used a bungalow located on their property as a residential rental unit and therefore it was assessed as residential, and the Society paid taxes for it. Based on verbal information from the Society's representative, this bungalow is not suitable for renting and requires substantial renovations. The unit has been vacant during 2008 and 2009.

In their July 2008 motion, Council referred it to the annual list. Please note that the existing list (Policy FIN023) was established to provide financial relief to non-profit groups, or registered charities that may have a yearly local improvement tax payable to the County. Therefore, this particular request cannot be added to the list and will have to be dealt with on an annual basis. A confirmation of use for this bungalow will have to be obtained on an annual basis.

Author: J. Whittleton Reviewed By: _____ CAO 

The Society's 2009 taxes were \$741.52. The Society paid their 2009 taxes and now is seeking reimbursement from the County

COSTS & SOURCE OF FUNDING:

2009 Operating Budget - Tax Cancellation/Write-offs

RECOMMENDED ACTION:

That \$741.52 for tax roll 075284 be written off and a refund be issued to the La Crete Agricultural Society.

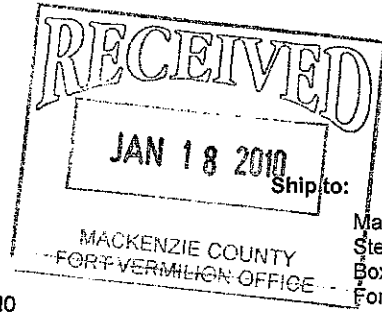
Author: _____ Review Date: _____ CAO _____

La Crete Agricultural Society/Museum

PO Box 791
La Crete, Alberta T0H 2H0

INVOICE

Invoice No.: 252
Date: 12/11/09
Ship Date:
Page: 1
Re: Order No.



Sold to:

Mackenzie County
Stephanie Steuernagel
Box 640
Fort Vermilion, Alberta T0H 1N0

Mackenzie County
Stephanie Steuernagel
Box 640
Fort Vermilion, Alberta T0H 1N0

Business No.: 10758 5887RP0001

Item No.	Unit	Quantity	Description	Tax	Unit Price	Amount
		1	Property Tax - Billed back to Mackenzie County		741.52	741.52
Shipped By: Tracking Number:					Total Amount	741.52
Comment:						
Sold By:						

Mackenzie County

Tax Roll #	Date Mailed	Due Date
075284	May 14, 2009	Jun 30, 2009

QTR;SEC;TWP;RGE;M	LOT;BLOCK;PLAN	Civic Address	Acres
NE ,32 ,105 ,15 ,5			158.00

ASSESSMENT INFORMATION

Assessment	Land	Buildings	Other	Exempt	Total Taxable
Residential Imp/Site COMMUNITY HALLS	\$14,710	\$75,480 \$1,600,000			\$75,480.00 \$1,614,710.00
Totals:	\$14,710.00	\$1,675,480.00	\$0.00	\$0.00	\$1,690,190.00

ENTERED

TAX INFORMATION

Property Tax	Tax Rate	Total	School Tax	Rate	Total
Tax Exempt	.000000		School Residential	0.002489	\$187.87
Lodge Requisition	0.000237	\$17.89	TOTAL MUNICIPAL TAXES: \$553.65 TOTAL SCHOOL TAXES: \$187.87 TOTAL CURRENT TAXES: \$741.52		
Municipal Residential	0.007098	\$535.76			

LOCAL IMPROVEMENT INFORMATION		
Description	Expires	Levy Amount
Total		\$0.00

Last Year Taxes	\$718.50	Current Year Taxes	\$741.52
LA CRETE AGRIC. SOCIETY BOX 791		Local Improvement	\$0.00
LA CRETE, AB T0H 2H0		Last Year Penalties	\$0.00
		Arrears	\$0.00
		Amount Due	\$741.52

A 6% Penalty will be imposed July 2 on any unpaid Current Taxes
A 12% penalty will be imposed January 5th on the outstanding balance.

FOR MORE DETAILS ON THE APPEAL RYI LAW PLEASE CALL TAXATION AT 927-3718 OR 1-877-927-0677

*old unit on property that renovations before
it can be rented out.
no one had resided there in 2009.*

MOTION 08-07-488

MOVED by Councillor Neufeld

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

CARRIED UNANIMOUSLY

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

MOTION 08-07-489

Requires 2/3

MOVED by Deputy Reeve Sarapuk

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

CARRIED

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

MOTION 08-07-490

MOVED by Councillor Braun

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

CARRIED

10. g) Regional Partnership Initiative (REDI)

MOTION 08-07-491

MOVED by Councillor J. Driedger

That the Regional Partnership Initiative be tabled for further information.

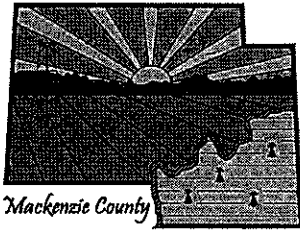
CARRIED

10. h) October Council Meetings & Organizational Meeting

MOTION 08-07-492

MOVED by Councillor Wardley

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



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 27, 2010
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	Tax Write-Off – Tax Roll 077770

BACKGROUND / PROPOSAL:

A ratepayer was being levied property taxes for lease AC5745 under tax roll 077770 and SML790173 under tax roll 071125. These tax rolls were for the same location under two separate numbers. When the lease was sold (SML790173) the ratepayer continued receiving a tax notice for AC5745 under tax roll 077770. The 2009 levy is still outstanding.

OPTIONS & BENEFITS:

Since the same location was levied under two tax rolls it is proposed that Tax Roll 077770 be written off and inactivated.

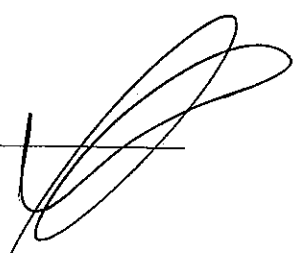
Administration recommends that penalties of \$4.73 for roll 077770, the 2009 levy of \$78.81 be written off and the 2010 12% penalty of \$10.02 be voided.

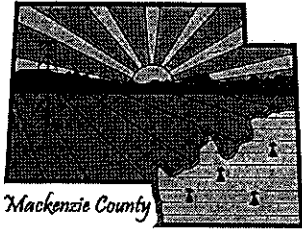
COSTS & SOURCE OF FUNDING:

2010 Operating Budget - Tax Cancellation/Write-offs

RECOMMENDED ACTION:

That \$4.73 in penalties and the 2009 levy of \$78.81 for tax roll 077770 be written off and the 2010 penalty of \$10.02 be voided.

Author: J. Whittleton **Review By:** _____ **CAO** 



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 27, 2010
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	Tax Write-Off – Tax Roll 214684

BACKGROUND / PROPOSAL:

On January 11, 2010 we were notified by the ratepayer that an improvement has been assessed to two quarters when it should be assessed to one quarter. After investigation, it was discovered that the improvement was assessed to two properties in 2008 and 2009. As a result the ratepayer was double assessed and taxes were levied accordingly. The ratepayer stated that he was not able to reach our assessor, therefore no assessment amendment was made.

This error has been corrected for the 2010 taxation year.

OPTIONS & BENEFITS:

As a result of the error the ratepayer was overcharged in levies and penalties in the amount of \$2,864.27.

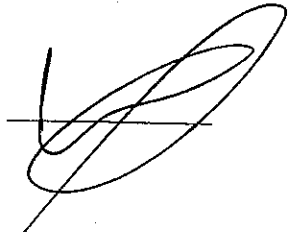
Administration recommends that Council authorize writing off the incorrect levies and penalties associated with these for years 2008 and 2009.

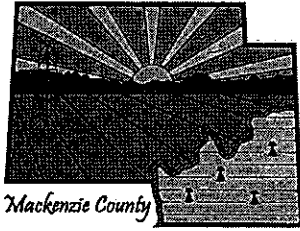
COSTS & SOURCE OF FUNDING:

2010 Operating Budget - Tax Cancellation/Write-offs

RECOMMENDED ACTION:

That levies and penalties totaling \$2,864.27 be written off to reflect the correct assessment on roll 214684.

Author: J. Whittleton **Review By:** _____ **CAO** 



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 27, 2010
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	2008 Financial Indicator Graphs

BACKGROUND / PROPOSAL:

Annually, Municipal Affairs prepares a comparative financial analysis of municipalities of somewhat similar size and population. The graphs are prepared using a municipal financial information report.

OPTIONS & BENEFITS:

Please see 2008 financial indicator graphs attached.

Please note that the last page of the report provides a list of the municipalities our County is being compared to. Although there are many similarities amongst the County and other municipalities on the list, one should be careful in interpreting these as there could be differences in operations and sometimes in financial reporting.

COSTS & SOURCE OF FUNDING:

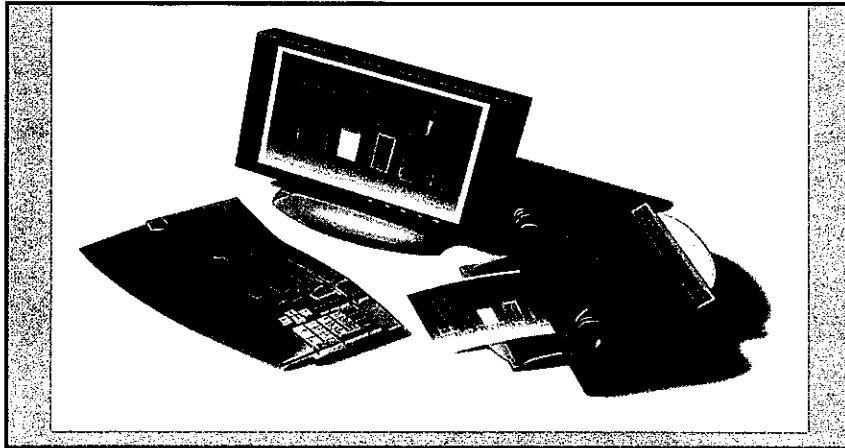
NA

RECOMMENDED ACTION:

That the County's 2008 Financial Indicator Graphs be accepted for information.

Author: J. Whittleton **Reviewed By:** _____ **CAO** 

Financial Indicator Graphs for the Year Ended December 31, 2008



Prepared by Financial Advisory Services
Local Government Services Division

1

Introduction

The financial indicator graphs have been prepared by Alberta Municipal Affairs using municipal financial and statistical data. The package is intended to serve as a tool that may assist council and administration with operational decisions. The comparative measures may be useful in assessing past performance and for budget planning. Each municipality is compared to a group of similar sized urban municipalities, or to rural municipalities with similar tax base. The comparison group is shown on the last slide.

Financial Advisory Services can provide assistance in interpreting this information and can prepare custom indicator graphs upon request for other comparative groups, e.g. comparisons with only larger municipalities.

Other points to note are:

1. The range for most of the graphs is 2003 to 2008.
2. Equalized assessment is shown for the period 2004 to 2009.
3. Caution should be used when interpreting results as each municipality has unique characteristics affecting how it compares to the group. In addition, circumstances may have changed since the December 31, 2008 reporting date.

2

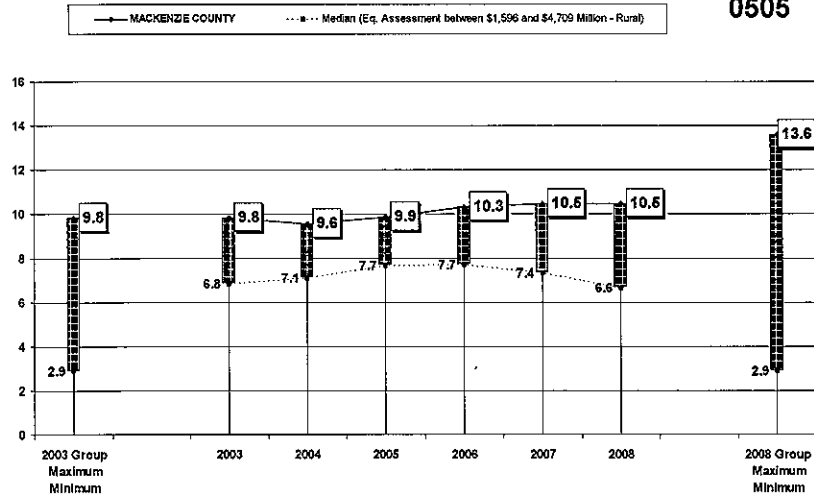
Financial Indicator Graphs included:

- Equalized Tax Rates – Net Municipal/Residential/Non-Residential
- Equalized Assessment Per Capita (urban only)
- Equalized Assessment Per Km of Roads (rural only)
- Non-residential Equalized Assessment as % of Total
- Tax Collection Rate
- Debt & Debt Service as % of the Limits
- Long Term Municipal Debt Per Capita
- Municipal Debt Servicing as % of Total Revenue
- Major Revenue Sources Per Capita/as % of Total Operating Revenue :
 - Net Municipal Property Tax
 - Sales & User Charges
 - Provincial and Federal Grants
- Per Capita Operating Expenditures by Broad Function Category:
 - Total
 - General Government
 - Protective Services
 - Transportation
 - Environmental Protection
 - Recreation
- Roads Operating Expenditures Per Km (rural only)
- Per Capita Expenditures by Major Type:
 - Salaries, Wages & Benefits
 - Contracted & General Services
 - Materials, Goods, Supplies & Utilities
 - Bank Charges & Interest
- Long Term Liquidity/Long Term Liquidity Per Capita
- Reserves/Reserves Per Capita
- Ratio of Current Assets to Current Liabilities

3

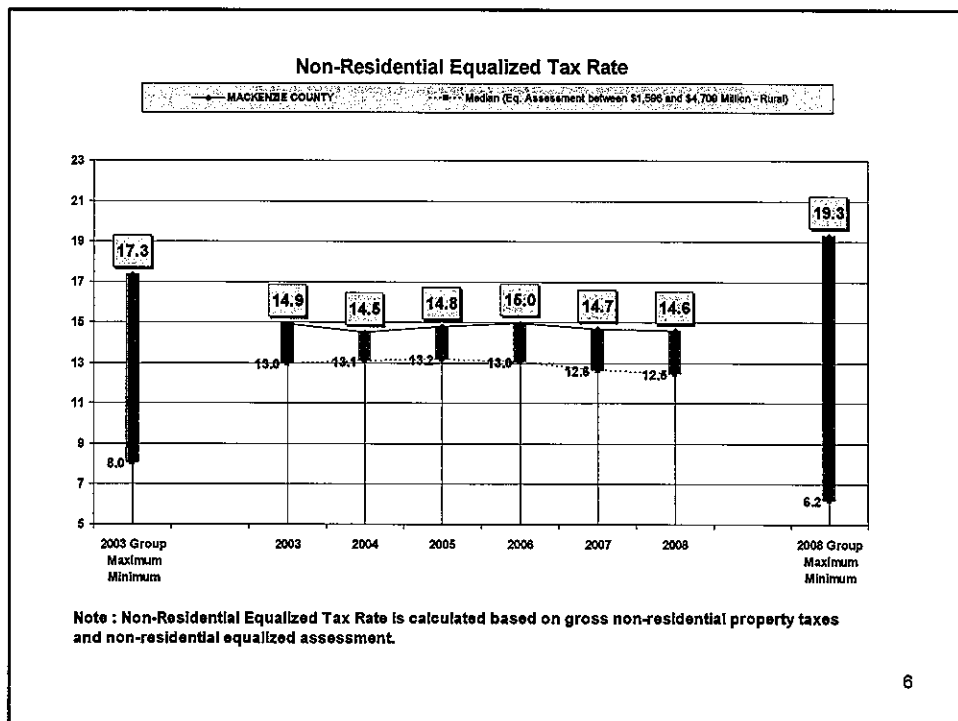
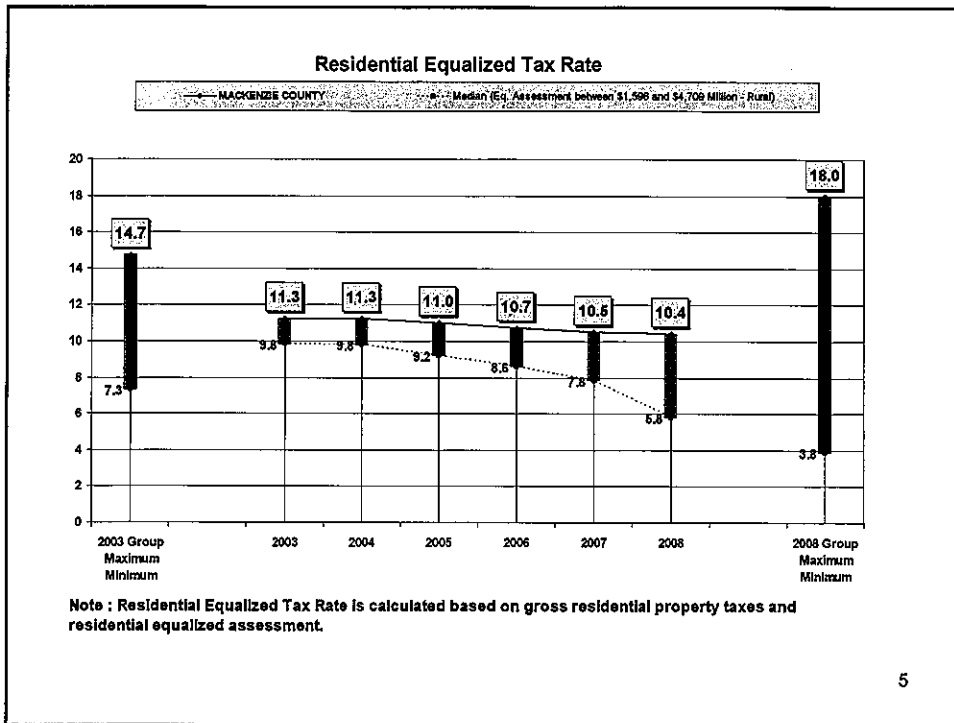
Net Municipal Equalized Tax Rate

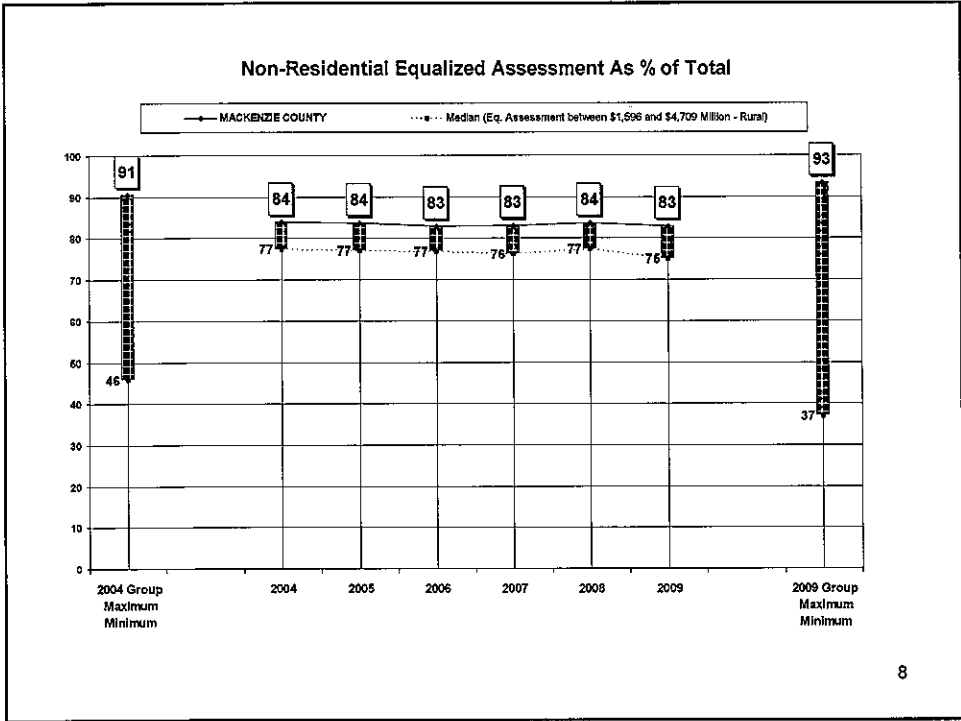
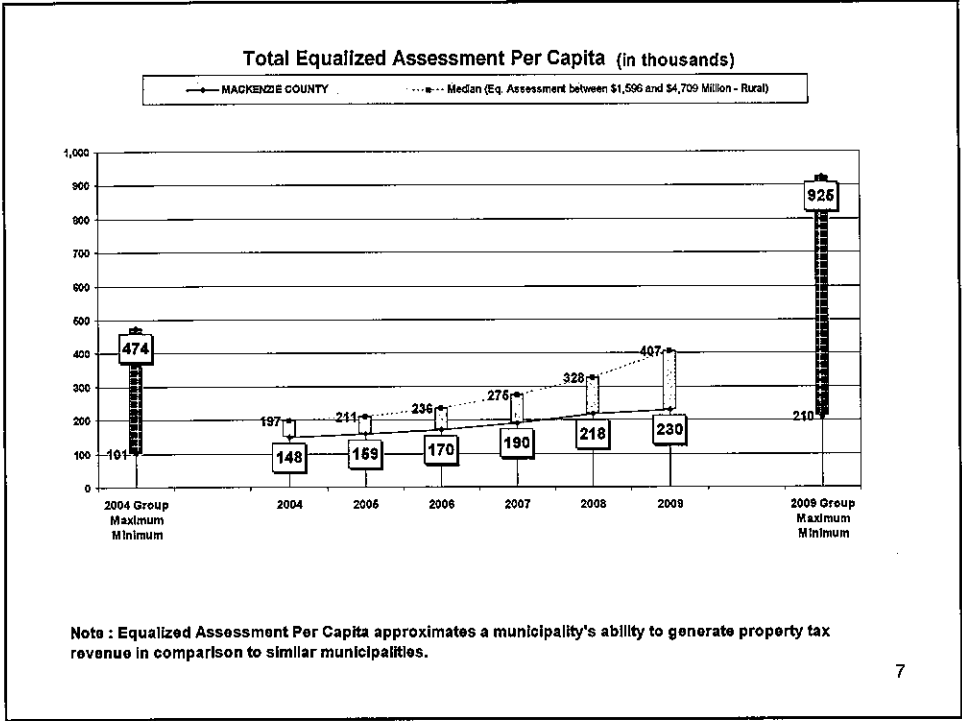
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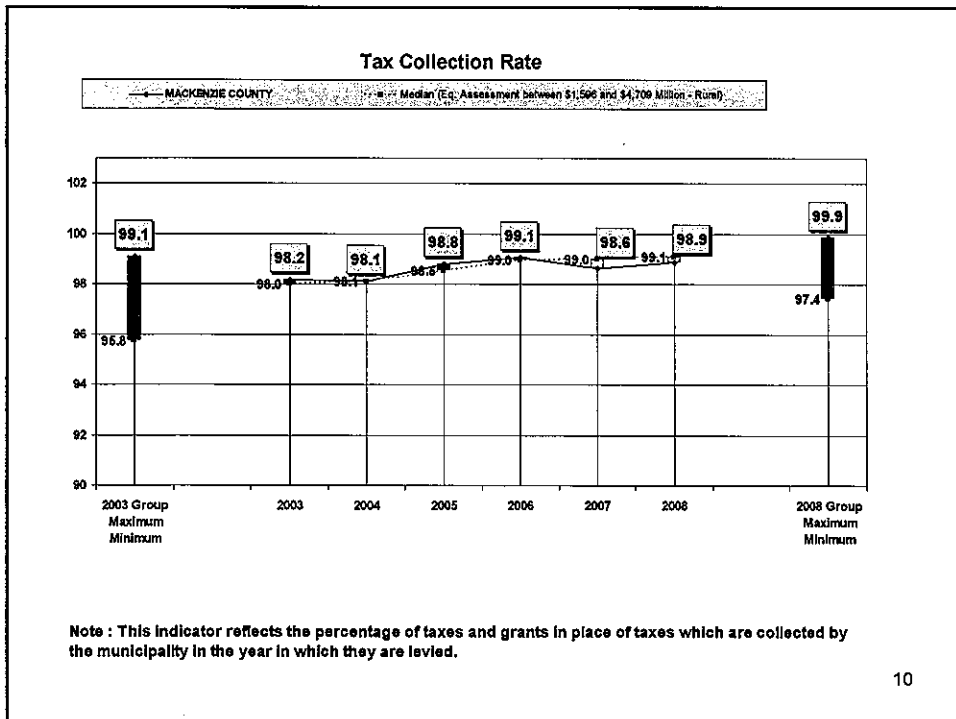
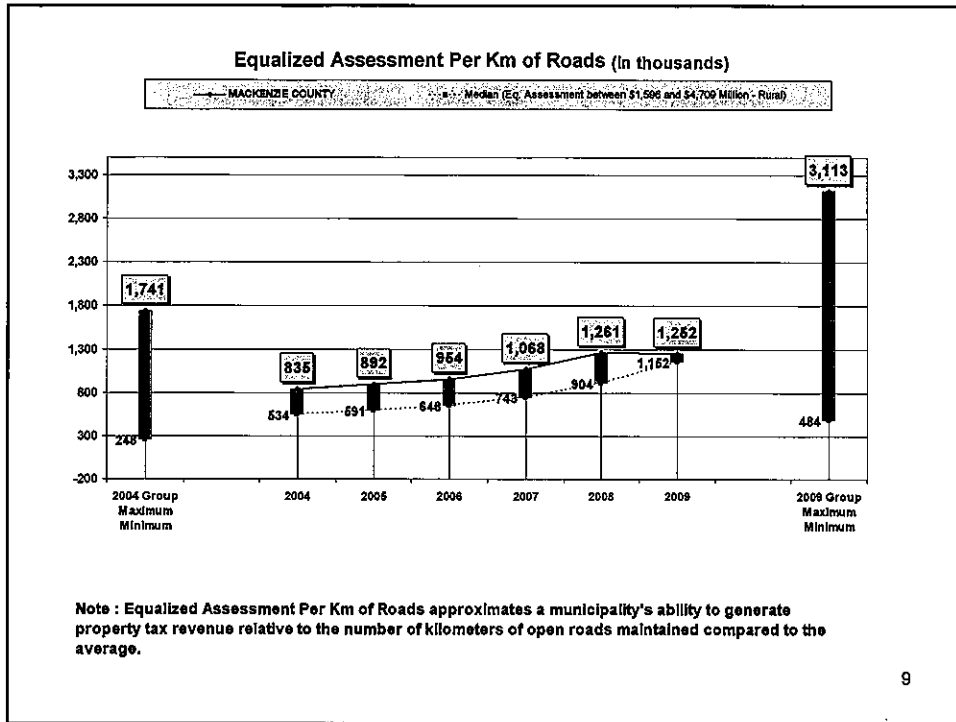


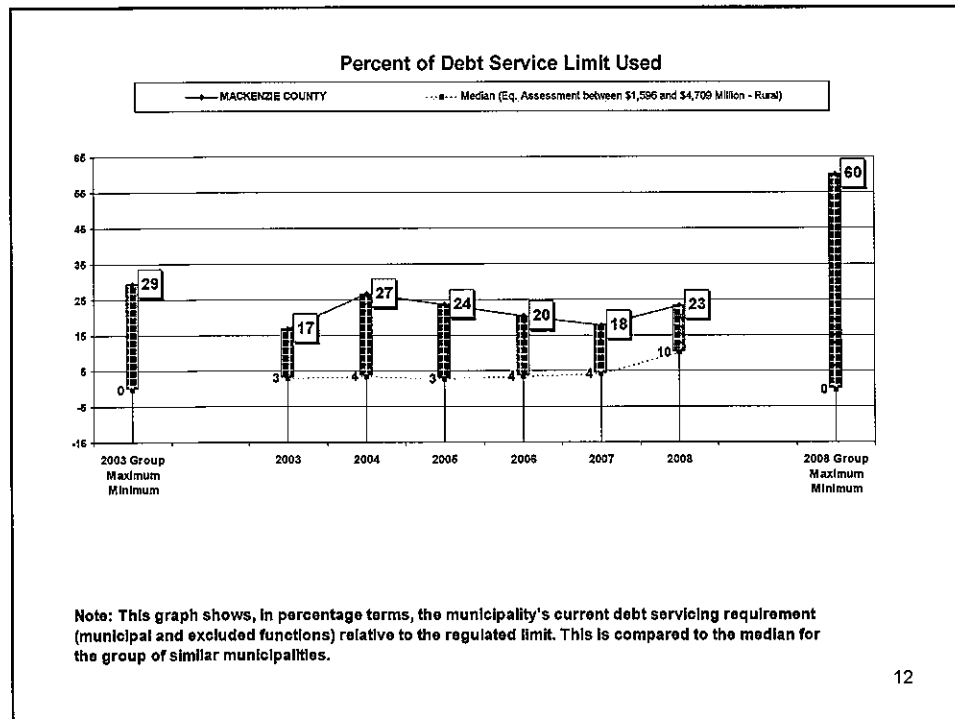
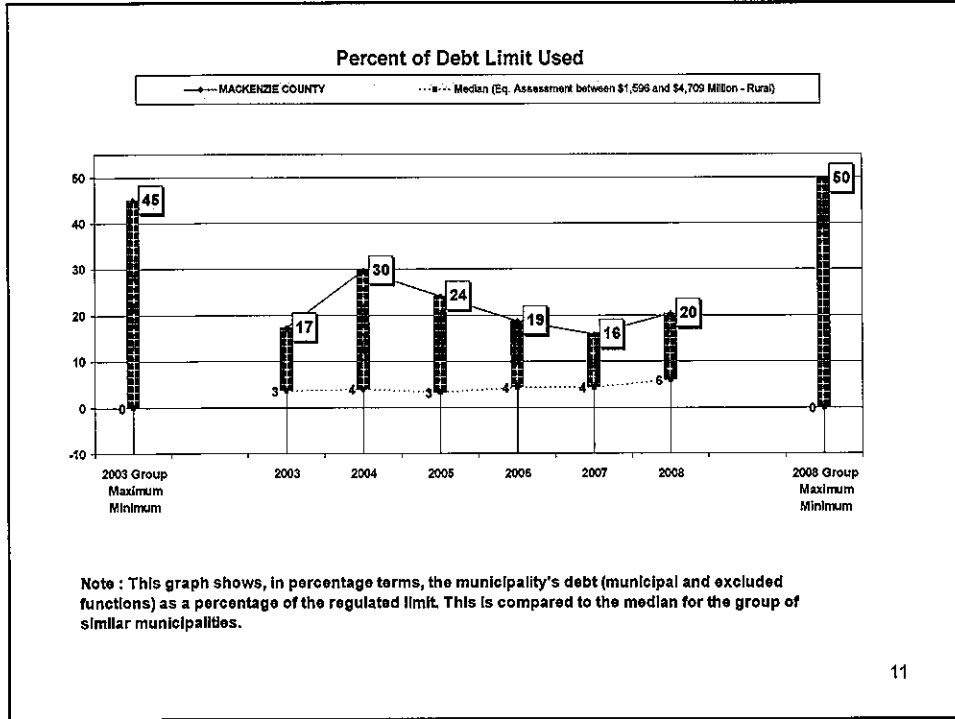
Note : Municipal Equalized Tax Rate is calculated based on total equalized assessment and net municipal property tax.

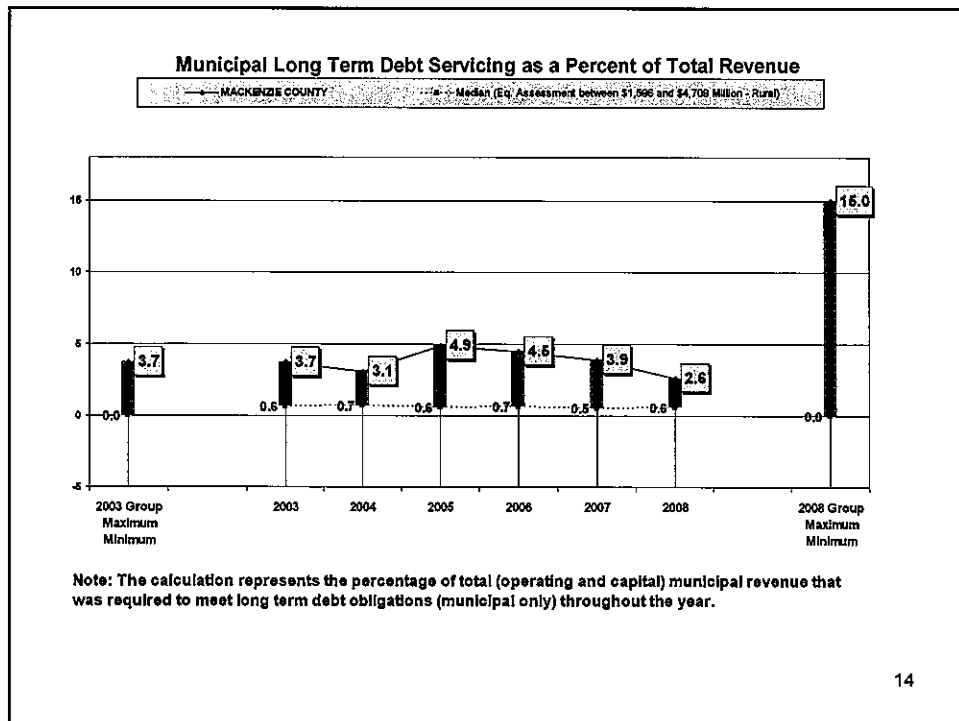
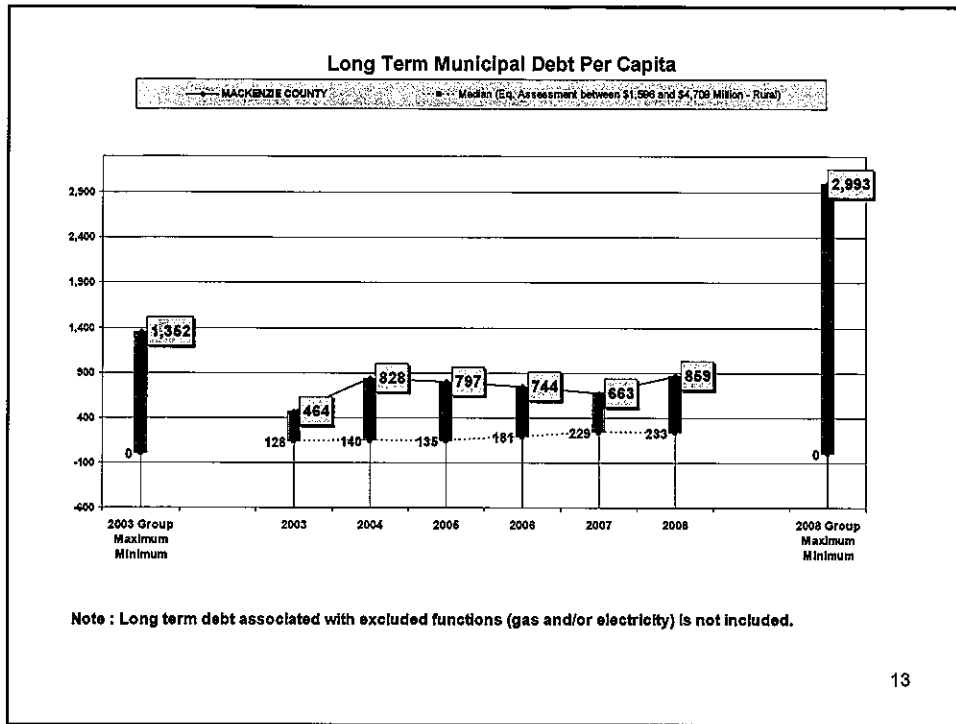
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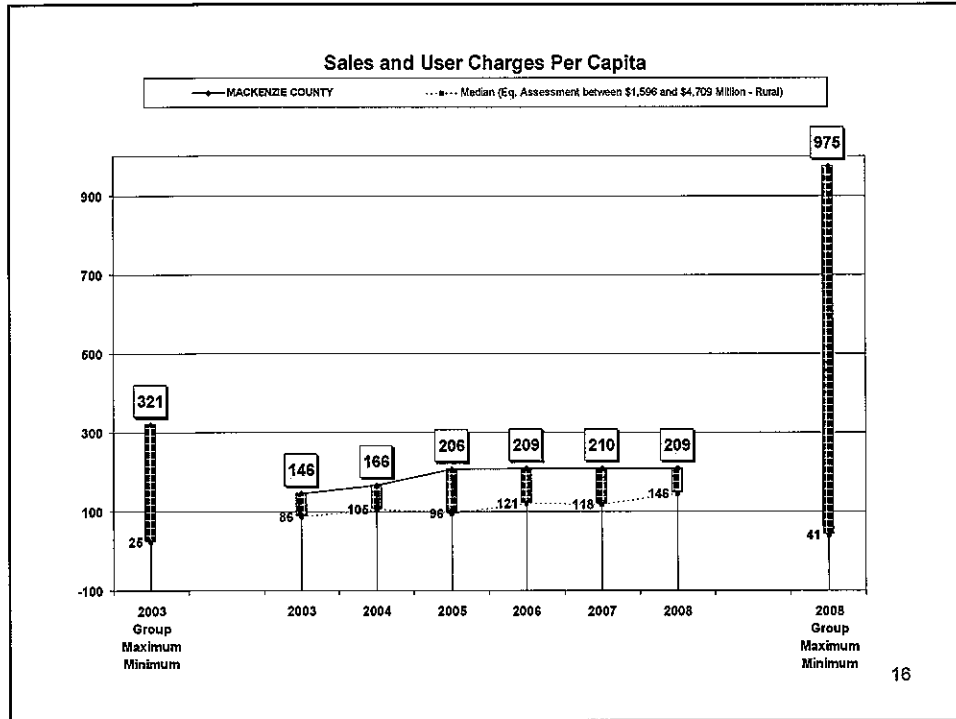
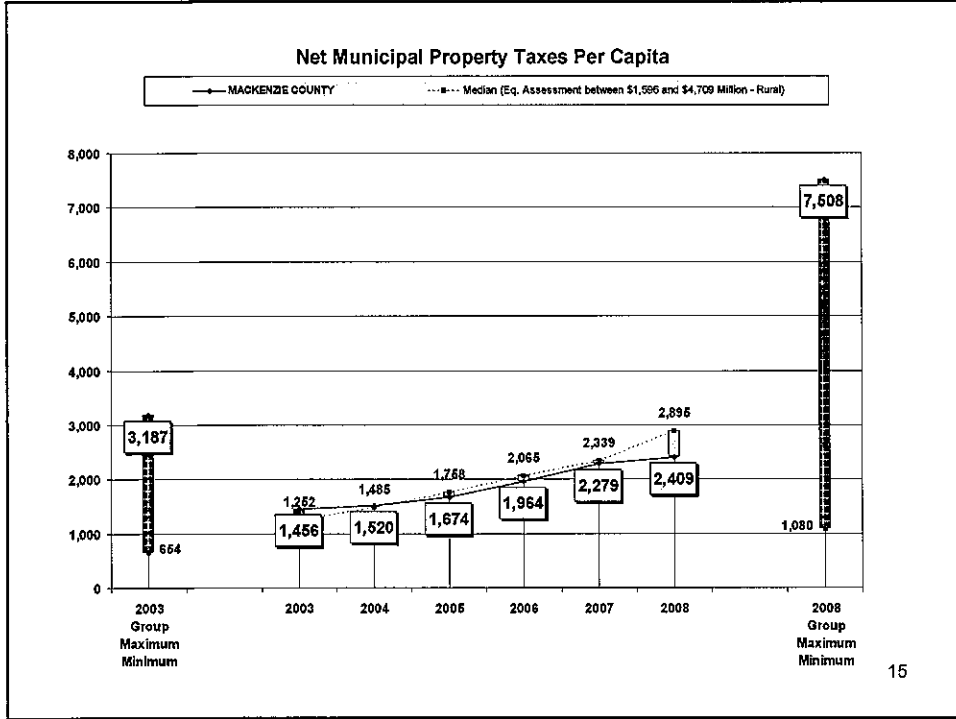


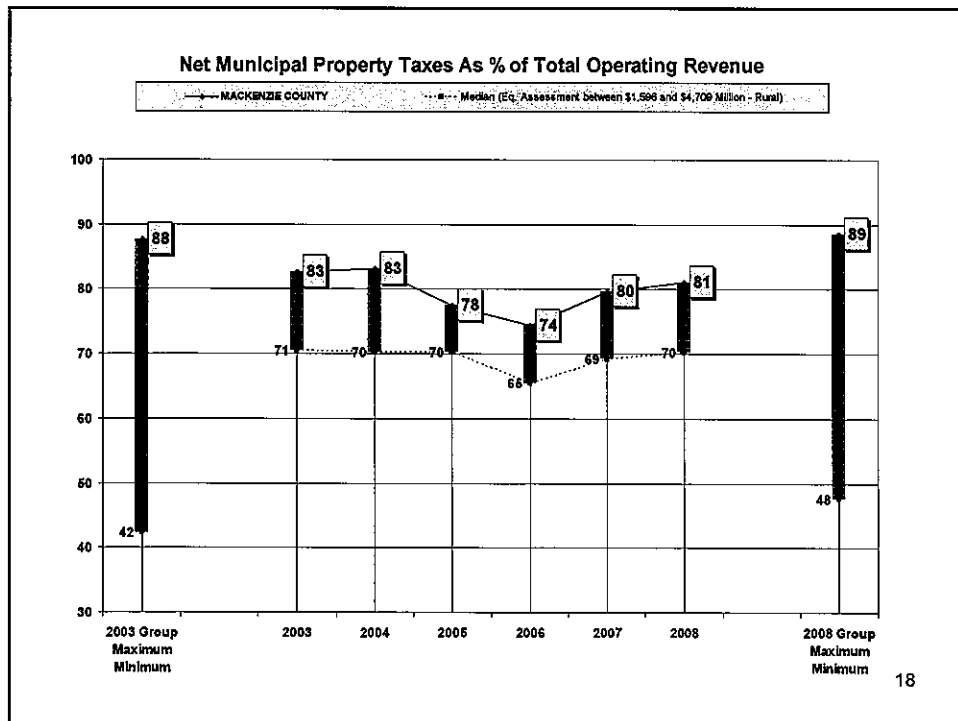
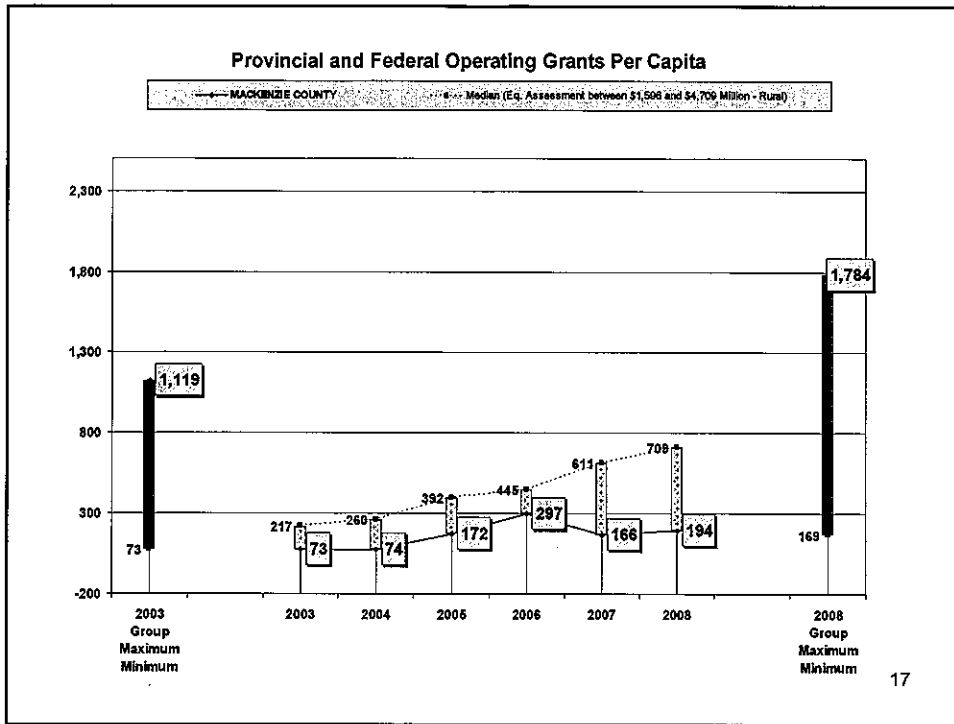


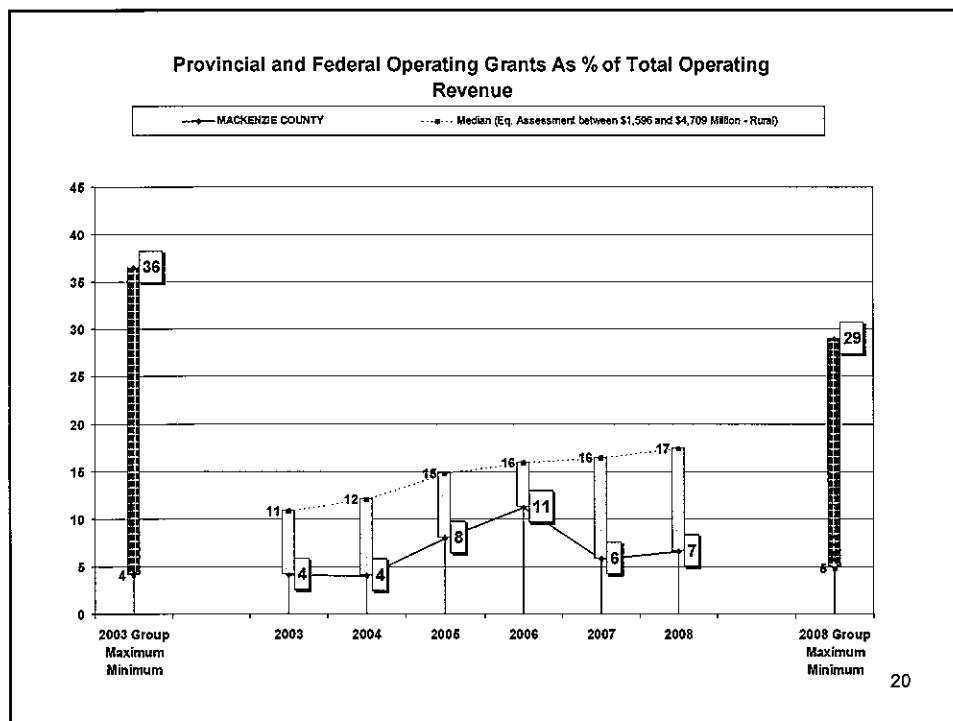
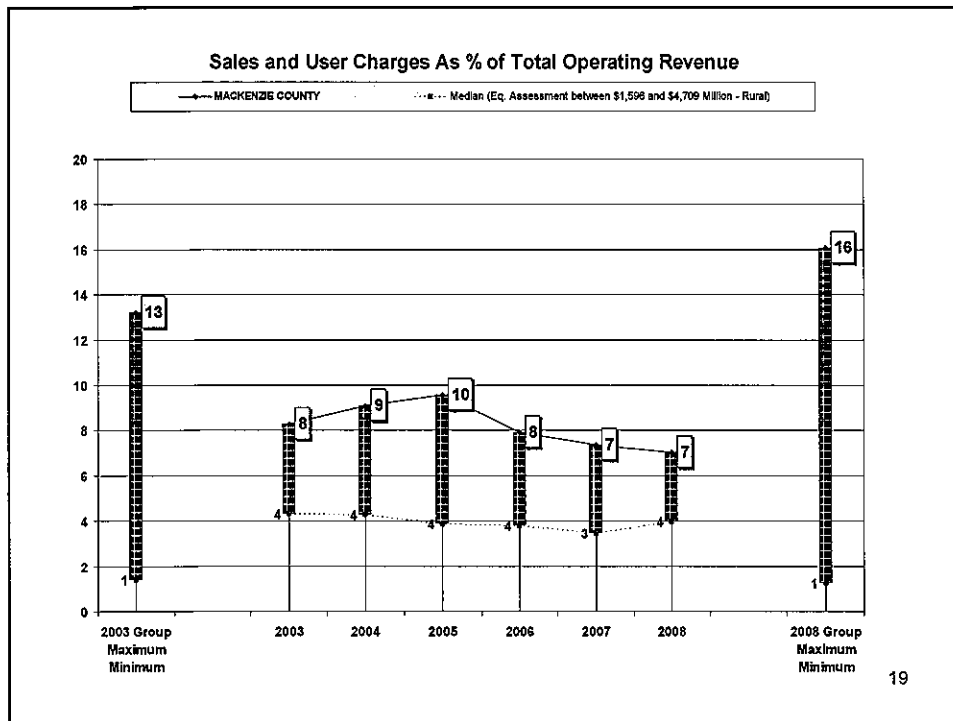


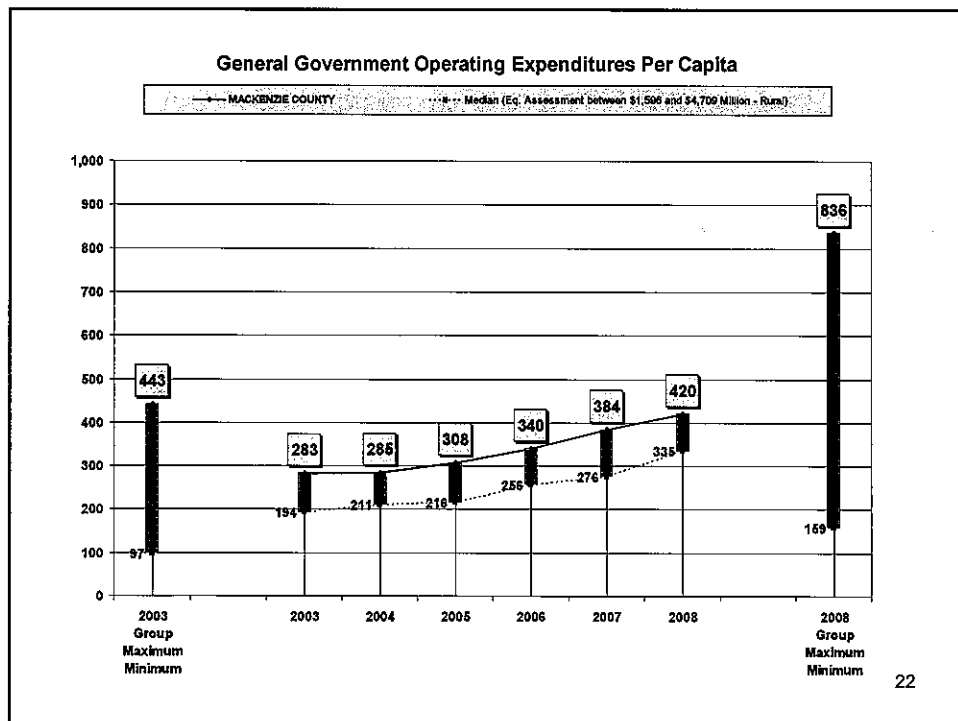
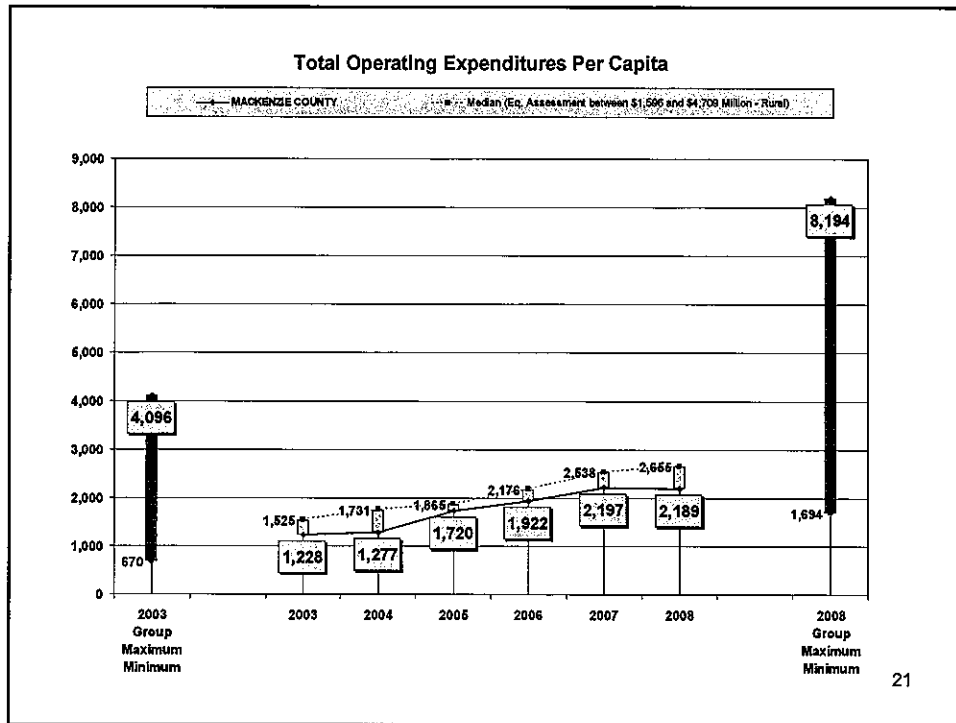


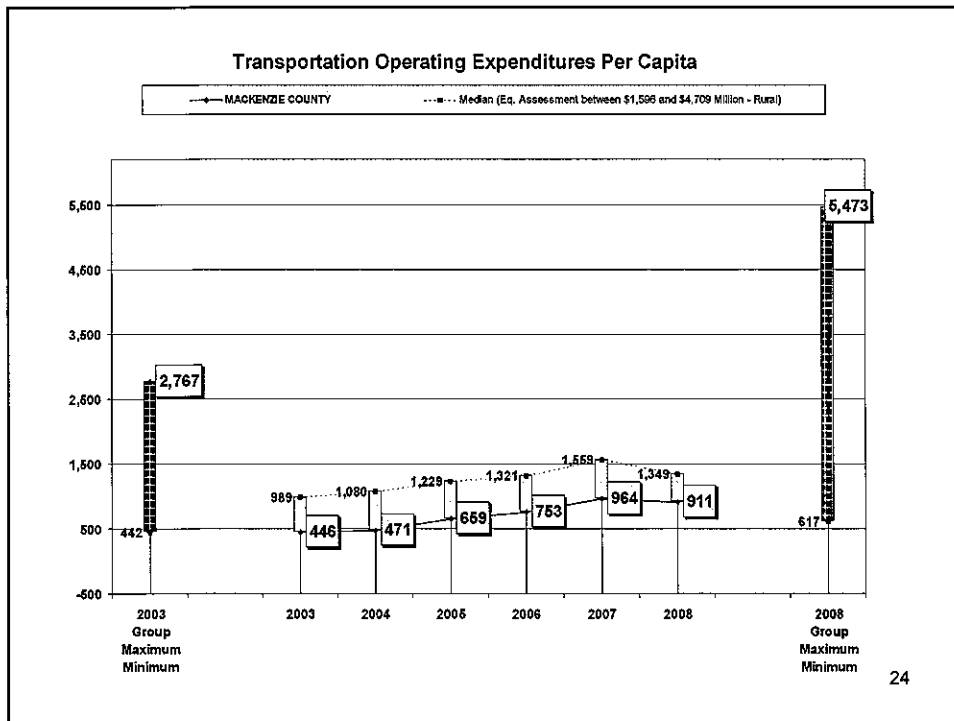
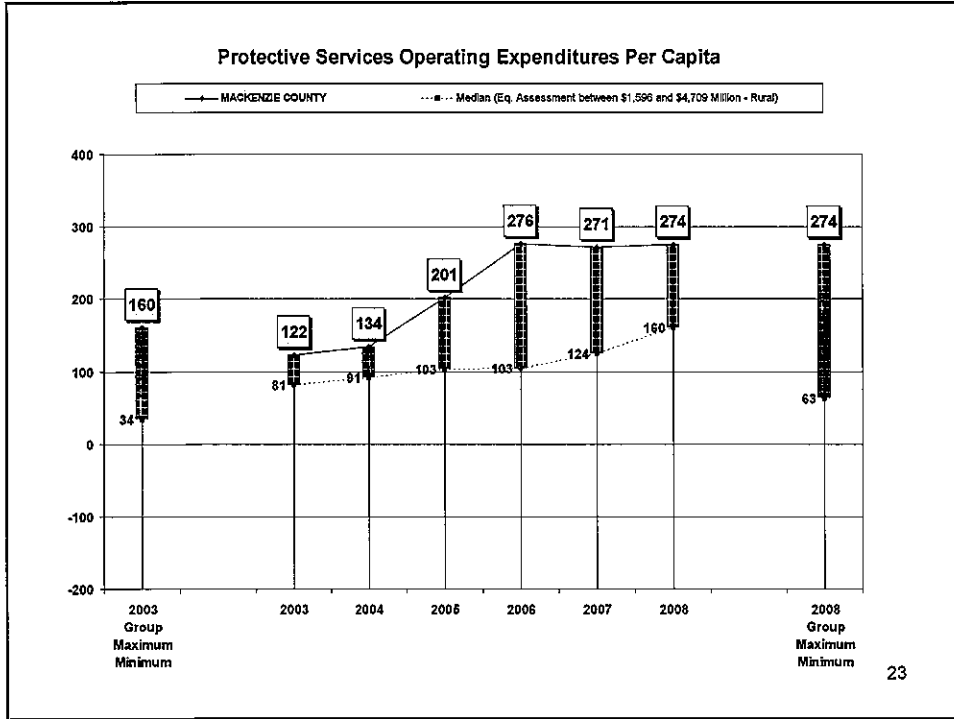


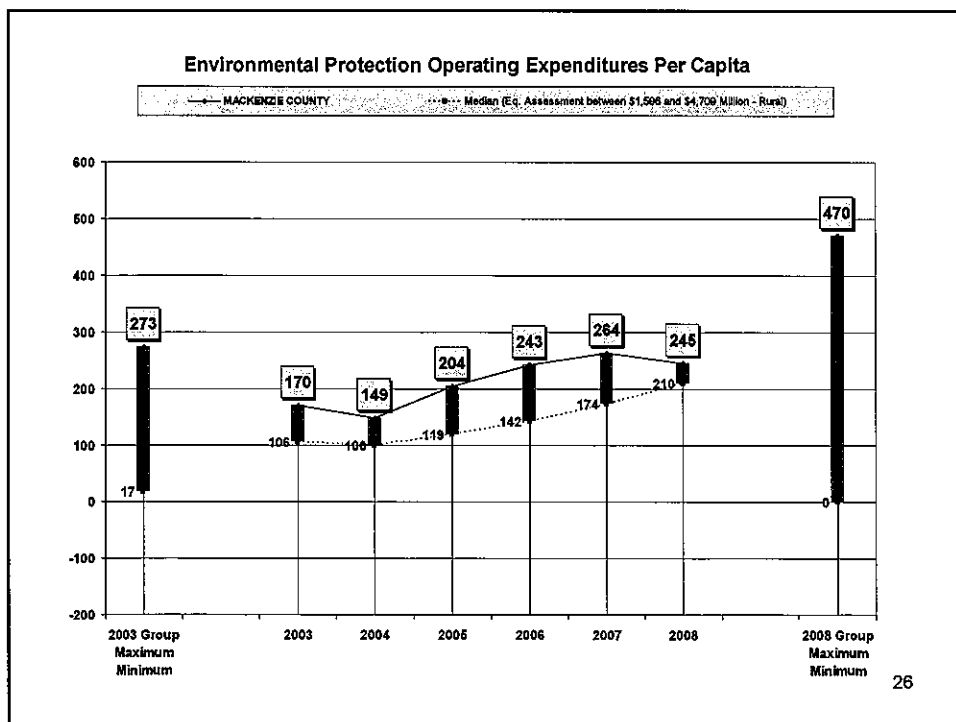
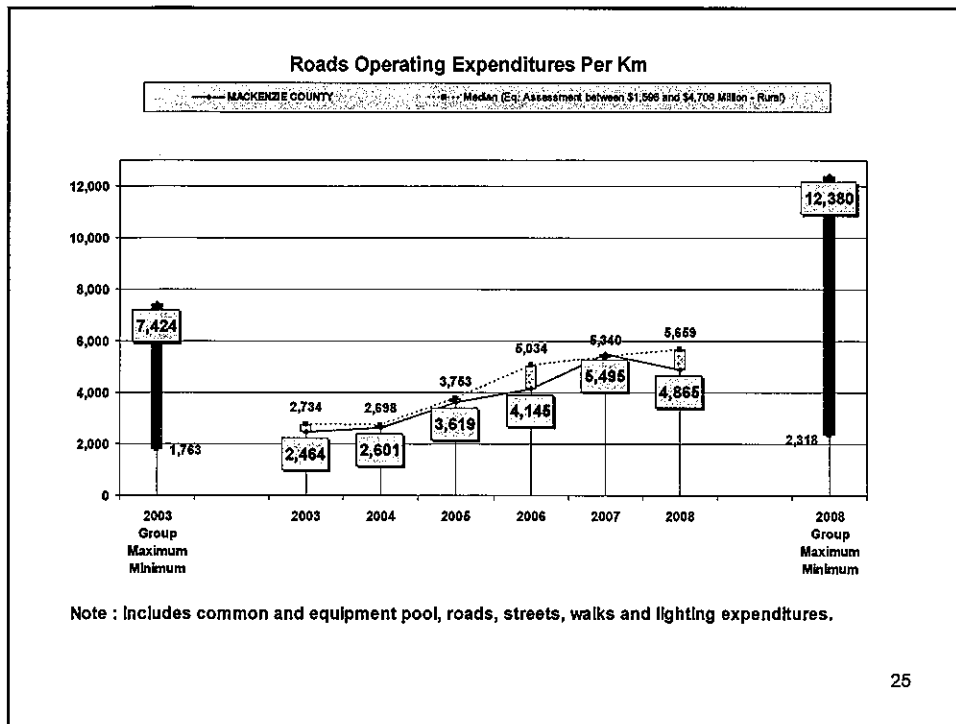


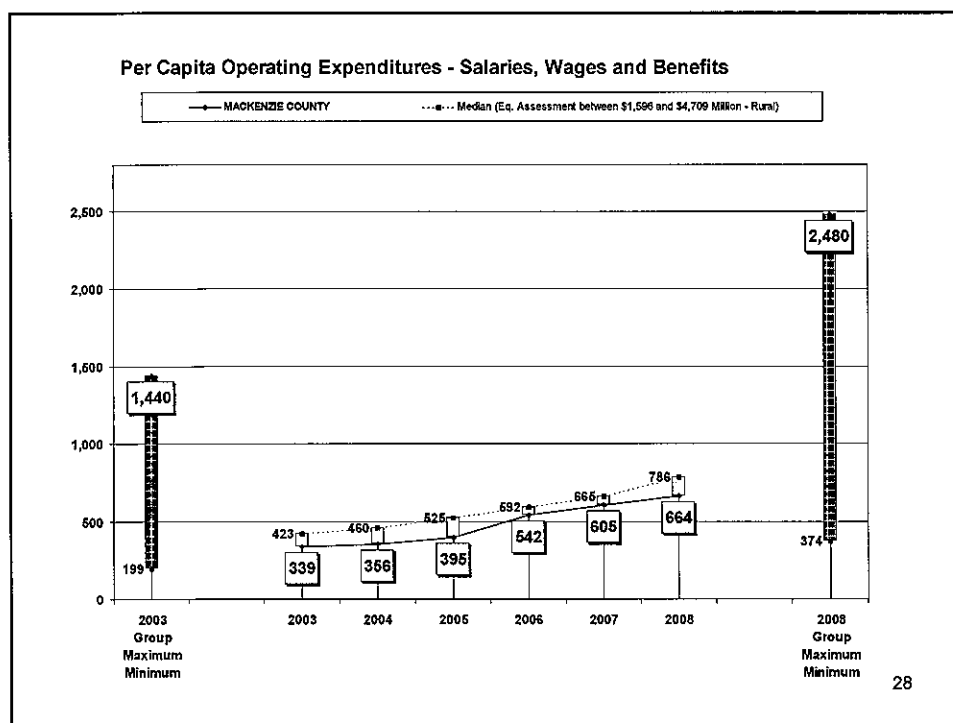
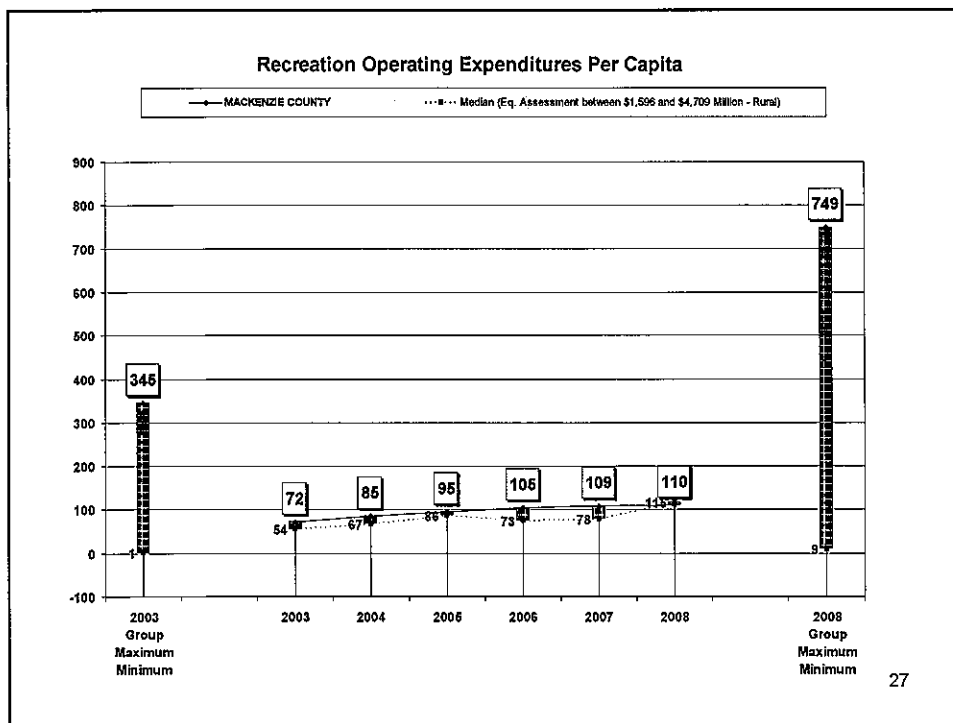


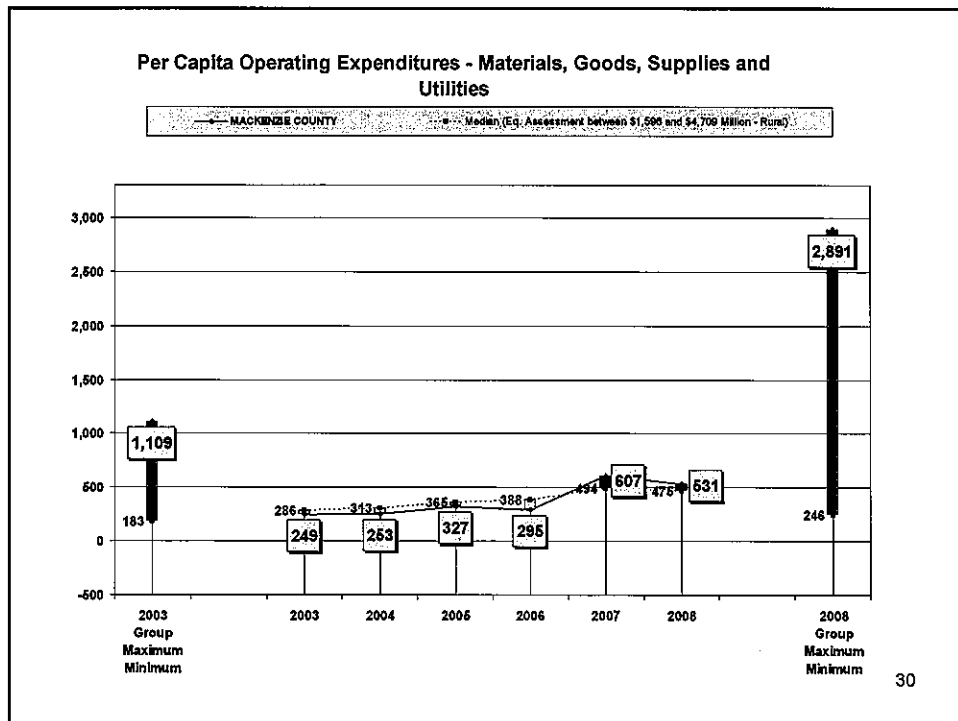
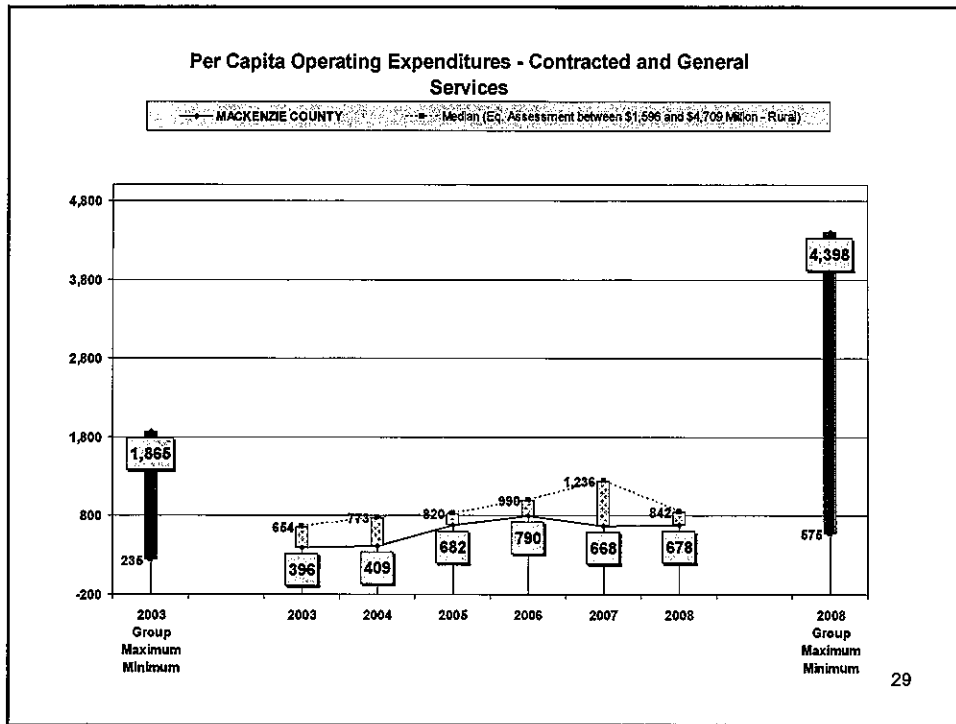


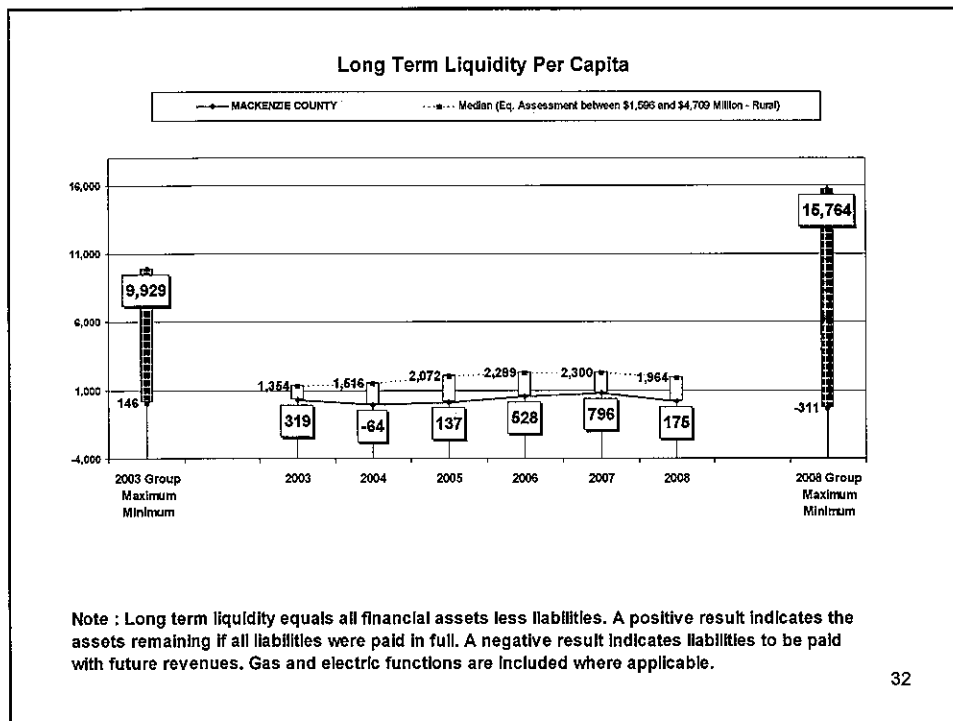
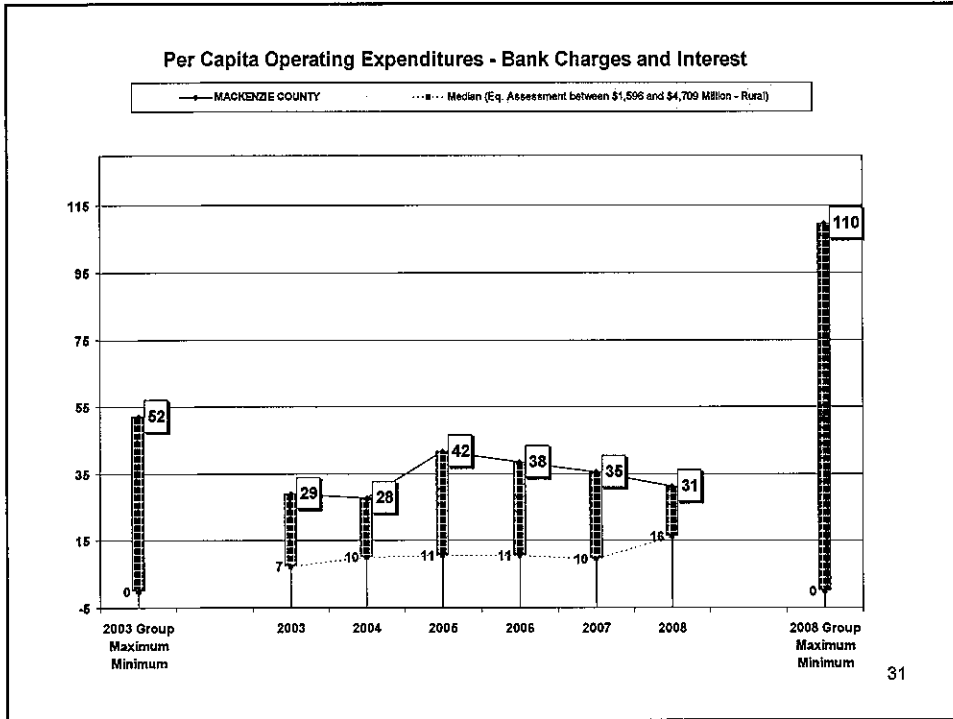


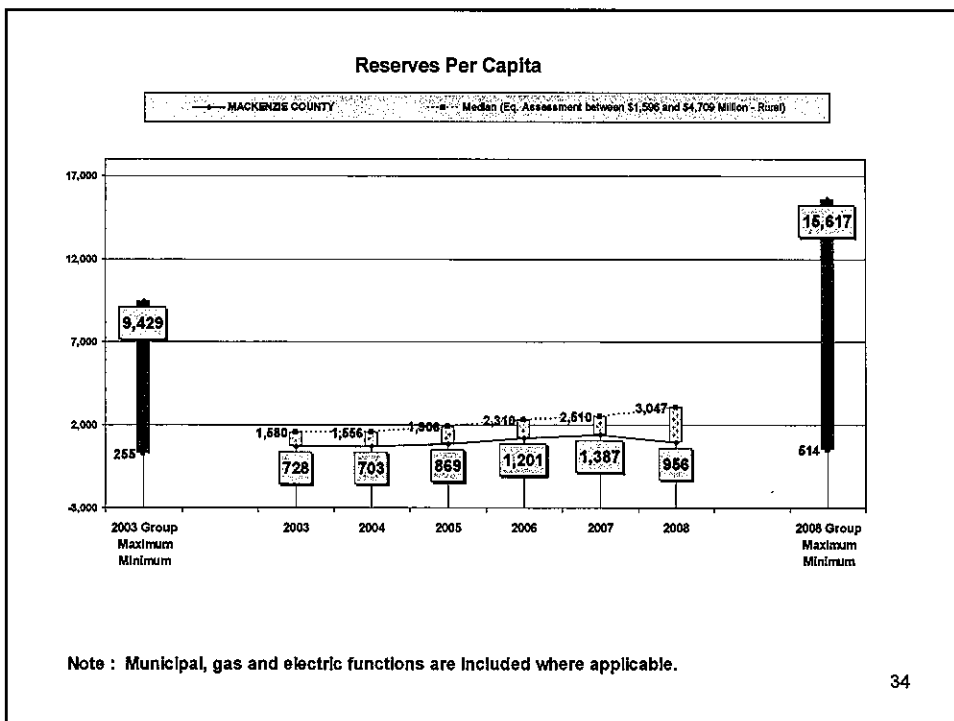
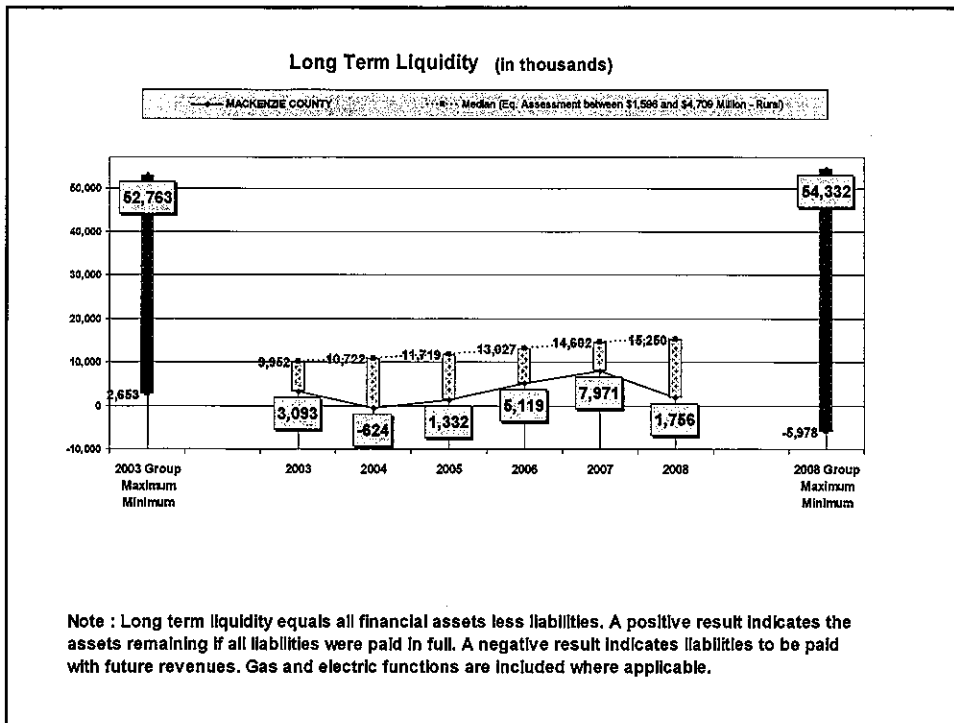


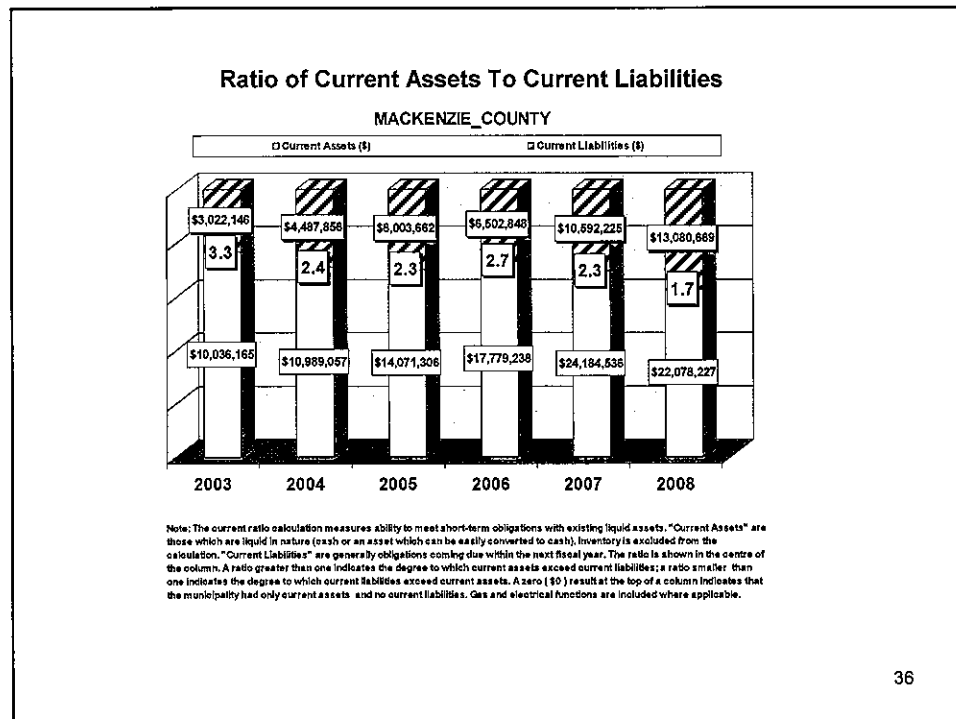
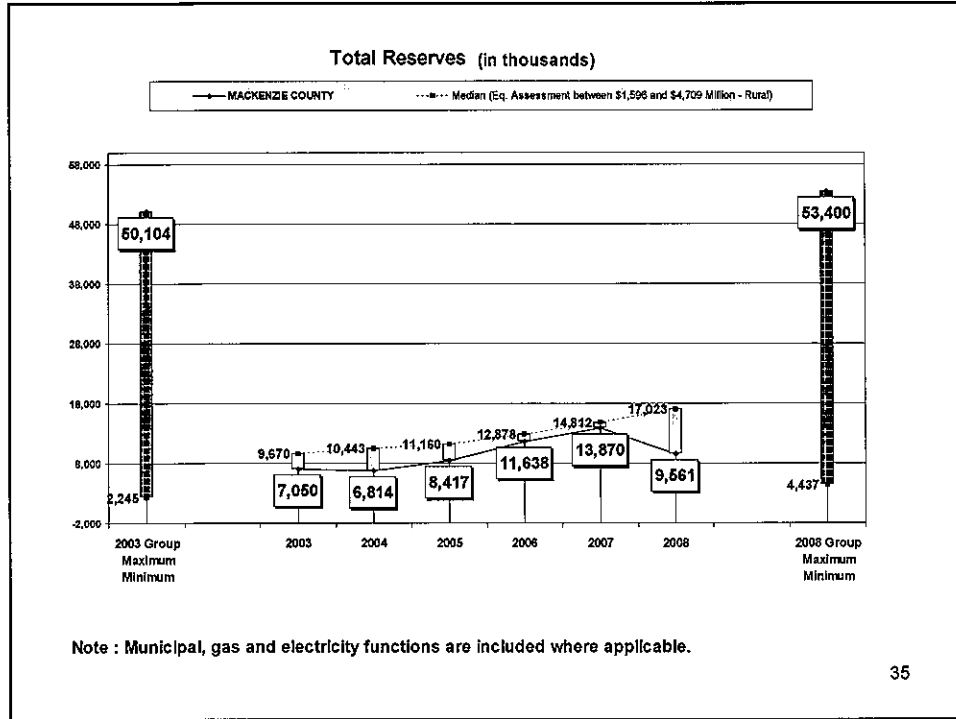


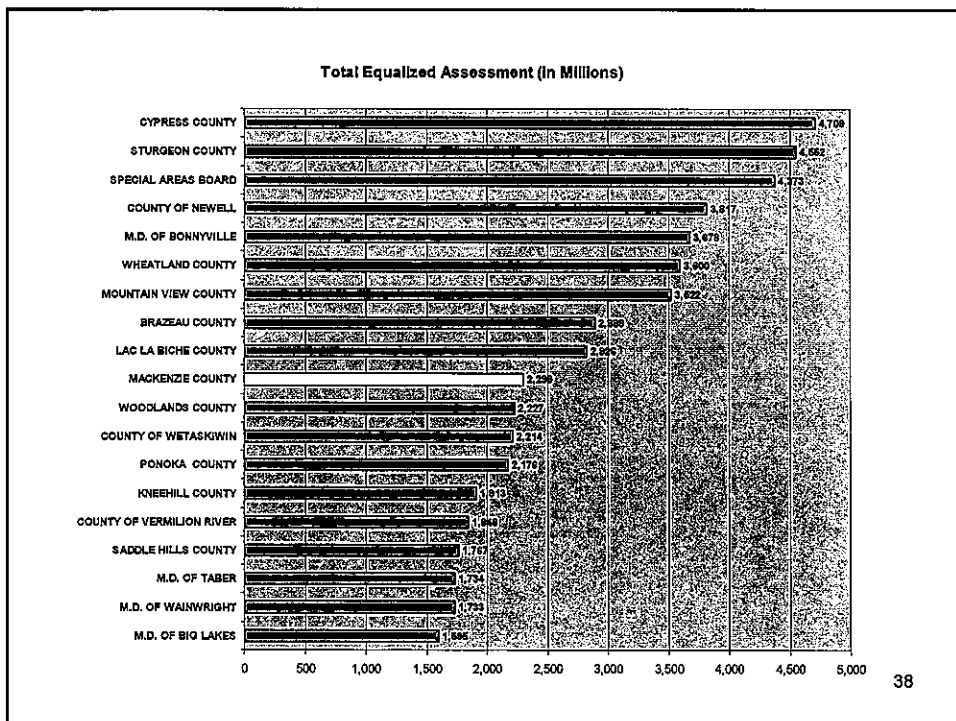
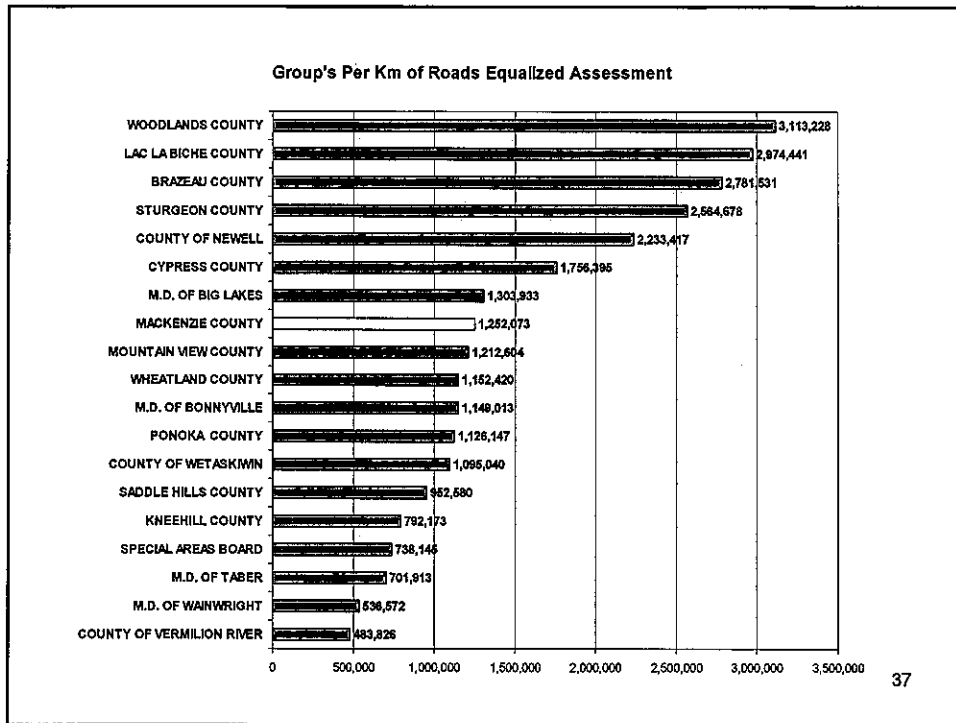


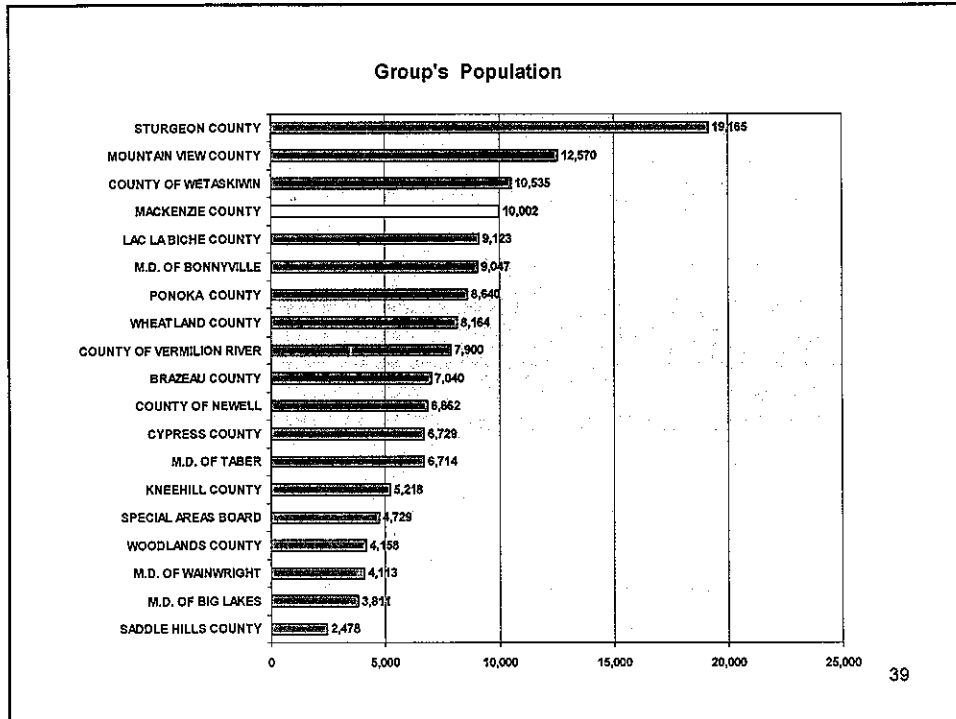


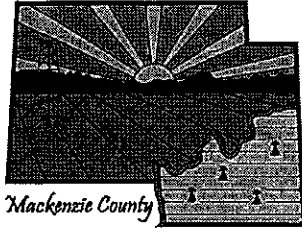












MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 27, 2010
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	Mackenzie Housing Management Board – Request for Funding

BACKGROUND / PROPOSAL:

The Mackenzie Housing Management Board requisitions the County for the Heimstead Lodge.

OPTIONS & BENEFITS:

The 2009 County's portion of the seniors lodge requisition was \$568,212.

The Board is requesting a release of funds equivalent to a quarter of \$568,212.

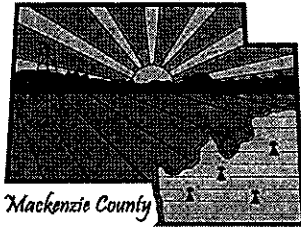
COSTS & SOURCE OF FUNDING:

The County collects seniors lodge taxes annually through setting up an annual mill rate based on an annual requisition and taxable assessment.

RECOMMENDED ACTION:

That the first quarter payment in the amount of \$142,053 be issued to the Mackenzie Housing Management Board based on the 2009 seniors lodge requisition.

Author: J. Whittleton **Reviewed By:** _____ **CAO** _____



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 27, 2010
Presented By:	William Kostiw, Chief Administrative Officer
Title:	La Crete Youth Activity Centre – Request for Letter of Support

BACKGROUND / PROPOSAL:

See attached request from the La Crete Youth Activity Centre for a letter of support for their Skills Link Program.

OPTIONS & BENEFITS:

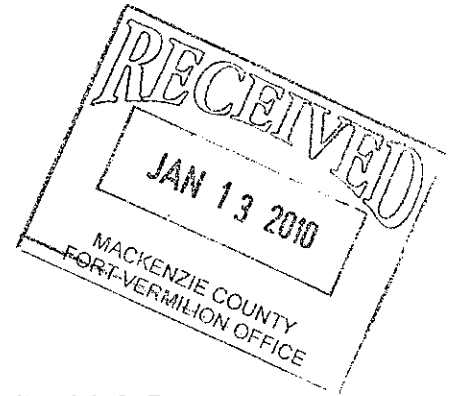
COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

That a letter of support be provided to the La Crete Youth Activity Centre for their Skills Link Program.

Author: C. Gabriel Reviewed by: _____ CAO [Signature]

**Youth Activity Centre
PO Box 1762 La Crete, AB
T0H 2H0 (780) 928-2762
Fax: 780-928-4762**



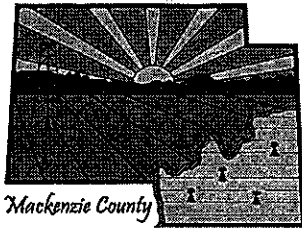
Mackenzie County - Bill

The Youth Activity Centre is planning on hosting a Skills Link Program in the New Year. Skills Link is a Federal Government funded program. Skills Link helps youth (between the ages of 15 & 30) facing barriers to employment develop the board range of skills, knowledge and work experience they need to participate in the job market. This program offers a wide range of activities that can be tailored to meet individual needs and provide more intensive assistance over longer periods of time. This program is a client-centered program, designed to respond to the individual needs of youth facing barriers to employment. During the client assessment process, employability skills, issues and needs are identified, as well as employment goals. Youth selected to participate in Skills Link activities develop an employment action plan and are case managed by a case manager or project manager. The case manager's guide & support participants while they work through their employment action plans and ongoing support that helps them successfully complete activities and, intimately, find and keep a job. Currently, we are seeking community letters of support, as our funding will depend on weather the community supports this sort of a program. So, if you feel that La Crete and its youth could benefit from a Skills Link program, please fax your letter of support at 780-928-4762. Thank you in advance for your time. If you have any questions, please feel free to call us at the Youth Activity Centre.

Thank you,

**Betty Wieler
Program Coordinator**

**Nettie Wiebe
Youth Coordinator**



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 27, 2010
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Equipment Committee Terms of Reference

BACKGROUND / PROPOSAL:

The attached Terms of Reference have been reviewed by the Equipment Committee and are being presented for approval.

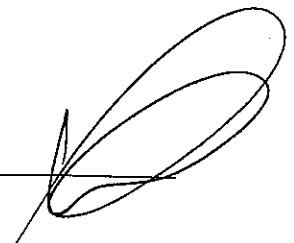
OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

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

Author: C. Gabriel Reviewed by: _____ CAO _____



Mackenzie County
EQUIPMENT COMMITTEE
TERMS OF REFERENCE

1. Name:

Equipment Committee

2. Authority:

The Equipment Committee shall make recommendations to Council.

3. Membership:

The Equipment Committee shall be comprised of:

- a. Three Councillors
- b. Chief Administrative Officer or designate
- c. Director of Operations North
- d. Director of Operations South

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

The objective, scope of activities and duties of the Equipment Committee shall encompass:

- a. Review equipment purchasing policy and make recommendations to Council.
- b. Review all budgeted major equipment purchases over \$1,000.00 and make recommendations to Council.
- c. Annually review all equipment and recommend actions to Council.
- d. Recommend strategy for disposal of redundant equipment.

5. Meeting Schedule:

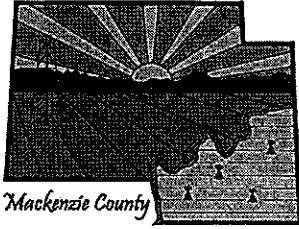
The Equipment Committee will meet at the call of the Chair.

6. Administrative and Financial Support:

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

	Date	Resolution Number
Approved		
Amended		
Amended		

DRAFT



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 27, 2010
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Meeting with the Town of Rainbow Lake

BACKGROUND / PROPOSAL:

The Town of Rainbow Lake has requested to meet with Council on Friday, February 26th in High Level.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

That Council arrange to meet with the Town of Rainbow Lake on February 26, 2010 in High Level.

Author: W. Kostiw

Reviewed by: _____

CAO 

cc agenda RFD

Miranda McAteer

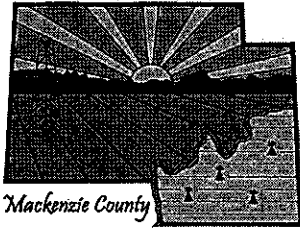
From: Rosemary Offrey [roffrey@rainbowlake.ca]
Sent: Tuesday, January 19, 2010 12:21 PM
To: Bill Kostiw
Cc: kdrover1@telus.net
Subject: Meeting

Good Day Bill,

I trust 2010 is serving you well. Mayor Drover and I have made a decision on a potential date for the meeting that we've been trying to arrange for months, if it can work for your group. Mayor Drover has scheduled time off on February 26th, therefore, if you are able to make arrangements with your group Mayor Drover and I would like to meet with you in High Level. Anytime on that day. We realize that this will probably be the first of a number of meetings to get things settled.

I guess the follow up meeting could be decided on at that time. Please advise. Thank you.

*Rosemary Offrey
Chief Administrative Officer
Town of Rainbow Lake, AB
TofTof
780.956.3934
email: roffrey@rainbowlake.ca*



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 27, 2010
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Association of Professional Engineers, Geologists and Geophysicists of Alberta (APEGGA)

BACKGROUND / PROPOSAL:

See attached invitation.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

That the Reeve be authorized to attend the APEGGA reception and dinner on February 10, 2010 in Grande Prairie.

Author: W. Kostiw Reviewed by: _____ CAO [Signature]



The Association of Professional Engineers,
Geologists and Geophysicists of Alberta

RFD

January 8, 2010

Reeve Greg Newman
Mackenzie County
PO Box 640
Fort Vermilion AB T0H 1N0

Dear Reeve Newman:

One of the highlights of my term as President of APEGGA is the privilege of visiting our 10 Branches around the province which make up our total membership of nearly 57,000. APEGGA's Branches have the very important job of connecting our members to the Association, and ensuring the visibility of our professions within the communities.

The Peace Region Branch is comprised of 116 cities, towns, villages and hamlets. I look forward to visiting the Branch on Wednesday, February 10, 2010 and meeting with as many of our members as I can during the day. However, an important part of the visit is a reception and dinner that evening when I get to meet and talk to community leaders who interact with our professionals on a daily basis.

I would be honoured if you and a guest would attend the reception and dinner, as special guests of APEGGA. Details are:

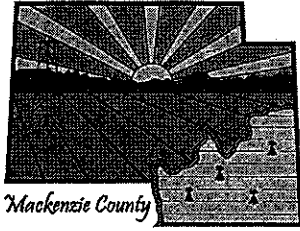
Date: Wednesday, February 10, 2010
Location: Holiday Inn, 9816 – 107 Street, Grande Prairie AB
Time: 6:00 p.m. – Cocktails
6:30 p.m. – Dinner
7:30 p.m. – Program

I hope that you and a guest will be able to attend and look forward to meeting you on February 10th. Please RSVP your response to Sandy Roth at 1-800-661-7020 or sroth@apegga.org no later than Wednesday, February 3, 2010.

Sincerely,

A handwritten signature in black ink, appearing to read "W. J. Beckett".

W. J. (Jim) Beckett, P.Eng.
President



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 27, 2010
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Municipal Operations & Standards Manual

BACKGROUND / PROPOSAL:

Over the years the County has struggled with engineers, consultants and contractors in regards to proper consistent standards.

OPTIONS & BENEFITS:

The benefit is to have proper standards that will reduce legal conflict and costs.

COSTS & SOURCE OF FUNDING:

The estimated costs is \$20,000 from the 2010 budget.

RECOMMENDED ACTION:

That administration be instructed to proceed with upgrading the Mackenzie County Municipal Operations and Standards Manual.

Author: W. Kostiw Review by: _____ CAO 

cc RFB

Our File: 7184GP60

January 14, 2010

Mackenzie County
Box 640
4511 – 46 Avenue
Fort Vermilion, AB T0H 1N0Attention: William Kostiw
Chief Administrative Officer

Dear Bill:

Re: RFP: Mackenzie County - Municipal Standards

Stewart Weir is very pleased to submit this proposal for updating the County's Municipal Standards.

Our group has the municipal experience and expertise and has completed similar projects for many municipalities in Northern Alberta.

Your existing standards and Land Use Bylaws will be consulted to prevent any gaps in the development process. All specifications will be updated to account for recent changes to Alberta Environment and Water & Waste Water Acts and Regulations. An initial meeting will be required to review areas of concern and where known changes are required. This meeting can be at your office in Fort Vermilion and I will be attending myself along with one or two of my staff.

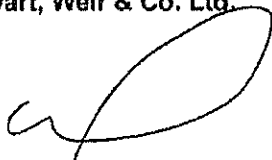
An initial draft version will be provided to you for review and comment after which a final version will be submitted. The final document will be signed by a Professional Engineer. This process is expected to require a 30 – 60 day time frame from the notice to proceed.

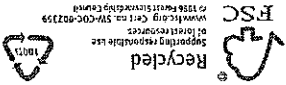
The upset fee for delivery of this project is \$18,800, based on our current rate sheet.

Please contact me if you require additional information or I can be of further assistance.

Respectfully,

Stewart, Weir & Co. Ltd.

Mike O'Sullivan, CET
Regional Manager



Exceptional people. Shared success.

ISL Engineering and Land Services Ltd. is pleased to submit our proposal to undertake a review of Mackenzie County's regulations, standards and procedures relating to the subdivision and development review and approval process. We understand that the County's goal is to create a streamlined and easily understandable development review and approval process, which is to be implemented by the Planning and Development Department. The need for a review is based on several factors:

- A high level of development activity over the last several years, limited staff resources, and increased responsibilities for development permit and subdivision approval have combined to place considerable pressure on approval processes.
- Administration and third parties are concerned that the County's development approval processes are not as responsive or consistent in providing direction as they should be.
- There is a need to write/update development engineering standards with current best practices.

The scope of this assignment will examine the County's development review and approval process, specifically that part of the process that includes rezoning, lane closures, development permits, subdivisions (from approval to endorsement), and development standards. We understand the scope does not include the development permit appeals process or the subdivision appeal process. The component processes to be examined include the following:

- the current legislative and procedural framework that governs the content of the land use bylaw and the process for development and subdivision approvals;
- issues relating to application preparation such as content, scope, and level of detail;
- clarification of the relationship between the planning and engineering components of the applications and subdivision and approval processes; and
- administrative considerations associated with the decision-making process including procedural matters, inter-departmental coordination, and the external government agency referral and input processes.

Reference: Proposal for Professional Planning and Engineering Services to review Mackenzie County's Development Review Process and Development Standards

Dear Sir:

Attention: Bill Kostiw

10H 1N0
 Fort Vermillion, Alberta
 Box 640
 4511 - 46 Avenue
 Mackenzie County

Our Reference: 9109

January 18, 2010



CONFIDENTIAL

TRANSPORTATION MUNICIPAL/ENVIRONMENTAL STRUCTURAL LAND DEVELOPMENT LANDSCAPE ARCHITECTURE PLANNING STRATEGIC SERVICES GIS/MAPPING

Engineering and Land Services

islengineering.com

The methodology to address the County's development review and approval processes involves six stages:

- Stage 1 – Project Launch
- Stage 2 – Environmental Scan
- Stage 3 – County Workshop
- Stage 4 – Synthesis of Issues
- Stage 5 – Prepare Draft Development Review Process and Development Standards
- Stage 6 – Finalization

Each stage includes specific task assignments, which are interrelated with the entire project. The estimated project budget and project work schedule reflects these stages and tasks, as described in Table 1 and Table 2, see attached.

Stage 1: Project Launch

This stage involves an initial meeting with the County's Project Manager to confirm procedural items, reporting structure, roles and responsibilities of all key players, scheduling, and any other pertinent logistical items. All relevant background information will be obtained from the County, and the specific approach and immediate tasks will be discussed, with particular attention to a collaborative workshop session (see Stage 3).

Stage 2: Environmental Scan

The purpose of this stage is to develop a comprehensive information base for the County's development review and approvals process. This will involve analysis of the County's existing Land Use Bylaw regulations, existing approvals process sheets and development standards. This diagnostic analysis will be itemized in a report that will provide the necessary background observations about development review and approvals process, its gaps and the foundation for the development of a thorough implementation strategy.

In addition, the diagnostic analysis report will include quality graphic representation of the information gathered and analyzed. This includes the preparation of templates for 'draft' development review and approvals process sheets to illustrate the development process from start to finish, for each type of application (rezoning, lane closures, development permits, and subdivisions).

Stage 3: County Workshop

Given the importance of the County's development approvals process and standards, the County's involvement to review and provide feedback is critical to overall success of this project.

To promote a collaborative approach, ISL will facilitate a workshop that will involve the County's CAO, the Administration, the Municipal Planning Commission, and selected members of Council identifying current operational issues and in a discussion focused on ways to streamline the development approvals process and clarifying development standards.

The purpose of the workshop is to present the information gained from Stage 2: Environmental Scan, solicit feedback to fully understand the issues, and to gauge the implications of process changes, and implementation strategies. Our approach recognizes that it is critical to obtain meaningful input early in the process to ensure that the maximum number of issues are articulated and addressed.

Stage 4: Synthesis of Issues (Summary Letter)

The results of Stages 1 – 3 will be documented in a summary letter, which will pull together all relevant issues. This synthesis will evaluate the positive and negative implications of issues and respond to the constraints that are identified. Upon completion, this summary analysis will be reviewed with the County's Project Manager and will serve as the framework for the County's Development Review Process and Development Standards.

Stage 5: Draft Development Review Process and Development Standards

In this stage, ISL will prepare the draft Development Review Process and Development Standards based upon the results of Stages 1 - 4, and will recommend changes to the Municipal Development Plan (MDP) and Land Use Bylaw (LUB), if necessary (preparing and processing MDP and LUB amendments are outside the scope of this project), provide illustrated process sheets, recommend updates to application documents, and a development standards manual.

The draft documents will be circulated amongst the Administration for response regarding possible implications, and will be the focus of a detailed assessment by the County's Project Manager to ensure that the issues raised are adequately addressed. Necessary changes to the MDP and LUB may be required, but preparing and processing these amendments are outside the scope of this project.

Stage 6: Finalization

The revised draft Development Review Process and Development Standards will be presented to Council by ISL with Administration's assistance. Comments arising from the discussion will be summarized and any required changes will be made.

ISL will provide digital copies of the revised application forms, illustrated process sheets, and the Development Standards Manual.

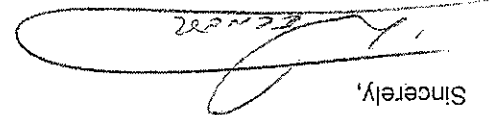
The total estimated budget for the project is \$48,708 excluding GST as outlined in the attached spreadsheet (Table 1: Estimated Project Budget). The planning component of this project is \$27,846 (cost plus) and the Design Standards for Development is \$20,000 (lump sum). This budget will not be exceeded unless approved by the County. The hours allocated are estimated based on our current understanding of the project, and the actual use of resources may vary and hours may be transferred between individuals and tasks. The overall budget will be maintained unless changes in scope necessitate changes to the budget. Billing will be provided on a monthly basis and any additional work will be charged out at hourly rates.

The Project Team will begin work in early January 2010 with a completion date at the end of June 2010. This timeline is contingent upon timely review of submissions to the County. For additional information about our project timeline please review Table 2: Project Work Schedule.


We trust that the information we have provided responds to your request for professional planning and engineering services. If you have any questions, please contact David Schoor at (780) 438-9000. If you are in agreement with the estimated project costs as presented herein please provide your signature in the space provided below and reply back to me with your signed copy.

Our Team possesses the skill and experience in the areas of land use planning and engineering to provide you with the expertise to meet your expectations. We are prepared to commence work on the project upon receipt of your written authorization.

Sincerely,



Deon Wilner
Manager, Water and Wastewater Treatment



David Schoor, MCP
Senior Planner
Land Use Planning

Table 2: Project Work Schedule



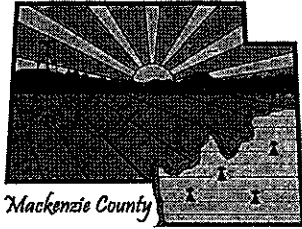
Exceptional people. Shared success.

STAGE	TASKS	MONTH																							
		January				February				March				April				May				June			
		1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4
Stage 1: Project Launch	Project Management Startup Meeting	[Task bars and symbols: star in Jan 3, star in Apr 1, star in Apr 2, star in Apr 3, star in Apr 4, star in Apr 5, star in Apr 6, star in Apr 7, star in Apr 8, star in Apr 9, star in Apr 10, star in Apr 11, star in Apr 12, star in Apr 13, star in Apr 14, star in Apr 15, star in Apr 16, star in Apr 17, star in Apr 18, star in Apr 19, star in Apr 20, star in Apr 21, star in Apr 22, star in Apr 23, star in Apr 24, star in Apr 25, star in Apr 26, star in Apr 27, star in Apr 28, star in Apr 29, star in Apr 30, star in Apr 31, star in May 1, star in May 2, star in May 3, star in May 4, star in May 5, star in May 6, star in May 7, star in May 8, star in May 9, star in May 10, star in May 11, star in May 12, star in May 13, star in May 14, star in May 15, star in May 16, star in May 17, star in May 18, star in May 19, star in May 20, star in May 21, star in May 22, star in May 23, star in May 24, star in May 25, star in May 26, star in May 27, star in May 28, star in May 29, star in May 30, star in May 31, star in Jun 1, star in Jun 2, star in Jun 3, star in Jun 4, star in Jun 5, star in Jun 6, star in Jun 7, star in Jun 8, star in Jun 9, star in Jun 10, star in Jun 11, star in Jun 12, star in Jun 13, star in Jun 14, star in Jun 15, star in Jun 16, star in Jun 17, star in Jun 18, star in Jun 19, star in Jun 20, star in Jun 21, star in Jun 22, star in Jun 23, star in Jun 24, star in Jun 25, star in Jun 26, star in Jun 27, star in Jun 28, star in Jun 29, star in Jun 30, star in Jun 31]																							
Stage 2: Environmental Scan	Review LUB and Approvals Process Review Development Standards Customized Approvals Process Sheets	[Task bars and symbols: star in Jan 3, star in Feb 1, star in Feb 2, star in Feb 3, star in Feb 4, star in Feb 5, star in Feb 6, star in Feb 7, star in Feb 8, star in Feb 9, star in Feb 10, star in Feb 11, star in Feb 12, star in Feb 13, star in Feb 14, star in Feb 15, star in Feb 16, star in Feb 17, star in Feb 18, star in Feb 19, star in Feb 20, star in Feb 21, star in Feb 22, star in Feb 23, star in Feb 24, star in Feb 25, star in Feb 26, star in Feb 27, star in Feb 28, star in Feb 29, star in Feb 30, star in Feb 31]																							
Stage 3: Workshop	Facilitated Workshop Summary of Meeting Conference Call/w/County Project Mgr.	[Task bars and symbols: star in Mar 1, star in Mar 2, star in Mar 3, star in Mar 4, star in Mar 5, star in Mar 6, star in Mar 7, star in Mar 8, star in Mar 9, star in Mar 10, star in Mar 11, star in Mar 12, star in Mar 13, star in Mar 14, star in Mar 15, star in Mar 16, star in Mar 17, star in Mar 18, star in Mar 19, star in Mar 20, star in Mar 21, star in Mar 22, star in Mar 23, star in Mar 24, star in Mar 25, star in Mar 26, star in Mar 27, star in Mar 28, star in Mar 29, star in Mar 30, star in Mar 31]																							
Stage 4: Synthesis of Issues	Synthesis of Planning Issues Conference Call/w/County Project Mgr.	[Task bars and symbols: star in Apr 1, star in Apr 2, star in Apr 3, star in Apr 4, star in Apr 5, star in Apr 6, star in Apr 7, star in Apr 8, star in Apr 9, star in Apr 10, star in Apr 11, star in Apr 12, star in Apr 13, star in Apr 14, star in Apr 15, star in Apr 16, star in Apr 17, star in Apr 18, star in Apr 19, star in Apr 20, star in Apr 21, star in Apr 22, star in Apr 23, star in Apr 24, star in Apr 25, star in Apr 26, star in Apr 27, star in Apr 28, star in Apr 29, star in Apr 30, star in Apr 31]																							
Stage 5: Draft Development Review Process and Development Standards	ISL Prepares Review Process and Standards Conference Call/w/County Project Mgr.	[Task bars and symbols: star in May 1, star in May 2, star in May 3, star in May 4, star in May 5, star in May 6, star in May 7, star in May 8, star in May 9, star in May 10, star in May 11, star in May 12, star in May 13, star in May 14, star in May 15, star in May 16, star in May 17, star in May 18, star in May 19, star in May 20, star in May 21, star in May 22, star in May 23, star in May 24, star in May 25, star in May 26, star in May 27, star in May 28, star in May 29, star in May 30, star in May 31]																							
Stage 6: Finalization	Prepare Council Presentation Attend Council Meeting Final Revisions	[Task bars and symbols: star in Jun 1, star in Jun 2, star in Jun 3, star in Jun 4, star in Jun 5, star in Jun 6, star in Jun 7, star in Jun 8, star in Jun 9, star in Jun 10, star in Jun 11, star in Jun 12, star in Jun 13, star in Jun 14, star in Jun 15, star in Jun 16, star in Jun 17, star in Jun 18, star in Jun 19, star in Jun 20, star in Jun 21, star in Jun 22, star in Jun 23, star in Jun 24, star in Jun 25, star in Jun 26, star in Jun 27, star in Jun 28, star in Jun 29, star in Jun 30, star in Jun 31]																							



Table 1: Estimated Project Budget

TEAM MEMBER:		D. Schoor	C. Gourley	D. McRae	R. Rutherford	Graphics Support	Design Standards for Development	ESTIMATED SUBTOTAL HOURS	ESTIMATED SUBTOTAL FEE	ESTIMATED DISBURSEMENTS	ESTIMATED TOTAL COST
Stage	Task	RATE: \$148	\$175	\$148	\$94	\$98		(Hrs)	(\$)	(\$)	(\$)
Stage 1: Project Launch	Startup Meeting	4	2	4				10	\$ 1,526		\$ 1,526
Stage 2: Environmental Scan	Review LUB and Approvals Process	4		6	6			16	\$ 2,096		\$ 2,096
	Review Development Standards							0	\$ -		\$ -
Stage 3: Workshop	Approvals Process Options	12		4	4			28	\$ 3,504		\$ 3,504
	Facilitated Workshop	12	2	12				30	\$ 4,270	\$ 2,000	\$ 6,270
Stage 4: Synthesis of Issues	Summary of Meeting	4						4	\$ 584		\$ 584
	Conference Call w/ County Project Mgr	2						2	\$ 292		\$ 292
Stage 5: Draft Development Review Process and Development	Synthesis of Planning Issues	8	2	2				12	\$ 1,814		\$ 1,814
	Conference Call w/ County Project Mgr	2						2	\$ 292		\$ 292
Stage 6: Finalization	ISL Prepares Review Process and Standards	16		16				32	\$ 4,704		\$ 4,704
	Prepare Council Presentation	2	2					12	\$ 1,426		\$ 1,426
Stage 6: Finalization	Attend Council Meeting	4						6	\$ 780		\$ 780
	Final Revisions	12		1				12	\$ 1,752	\$ 1,000	\$ 2,752
Stage 6: Finalization	Project Management	2						4	\$ 538		\$ 538
	Project Management	15						15	\$ 2,190		\$ 2,190
Estimated Hours:		98	8	45	10	23		138	\$ 45,708		\$ 45,708
Estimated Fees:		\$ 14,454	\$ 1,400	\$ 6,600	\$ 940	\$ 2,294			\$ 20,000		\$ 20,000
Estimated Disbursements:		\$ 2,000		\$ 1,000					\$ 3,000		\$ 3,000
Estimated Total Fees:		\$ 16,454	\$ 1,400	\$ 7,600	\$ 940	\$ 2,294			\$ 20,000		\$ 48,708



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 27, 2010
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Tolko Burner Conversion

BACKGROUND / PROPOSAL:

See attached.

OPTIONS & BENEFITS:

See local Councillor.

COSTS & SOURCE OF FUNDING:

N/A

RECOMMENDED ACTION:

That Council support the continued use of the burner with a condition that Tolko improve the top screen.

Author: W. Kostiw Reviewed by: _____ CAO 

January 14, 2010

Mr. Greg Newman, Reeve
Mackenzie County
4511 - 46 Avenue
Box 640
Fort Vermilion, AB
T0H 1N0

RE: High Level Lumber Division submits application to continue operating wood-waste incinerator.

Dear Mr. Newman,

Tolko has submitted an application for an extension to its Certificate of Variance to the Alberta Government. If approved, this Variance will allow the division to continue operating the bee hive burner until December 31, 2012.

The reason for the request for this extension is that the alternative to our bee hive burner although chosen, cannot be implemented by Dec 31, 2010. Credit market restrictions resulting from the global economic instability have prevented us from achieving full financing for the project to replace our burner. With signs of the economy improving, our ability to finance the project should also improve.

A partner has been selected for the establishment and operation of a new energy plant. The plant will be adjacent to the existing sawmill operation in High Level. However, the continued decline in lumber markets and the global economic instability since the Certificate of Variance was issued have not improved. As a result, construction has not yet been initiated.

While the bee hive burner remains in use, we will operate and maintain it to minimize its impact.

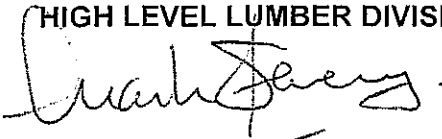
If the Variance is not approved, the High Level Lumber Division would soon face a buildup of wood residue that would make it impractical to continue operating. We are hopeful the government will provide us with an extension as we secure financing for the project and to commence construction by 2011.

If you have any questions or would like additional information on this please contact our office at 780-926-8910 or email mark.stevens@tolko.com

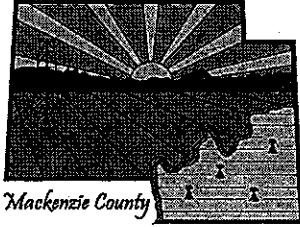
I would be pleased to meet with you and your Council to discuss this further, if you so desire.

Sincerely,

HIGH LEVEL LUMBER DIVISION



Mark Stevens
Area Manager



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 27, 2010
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Green Zone/White Zone Weed Control

BACKGROUND / PROPOSAL:

Over the past year several complaints have been received about noxious weeds in the green zone.

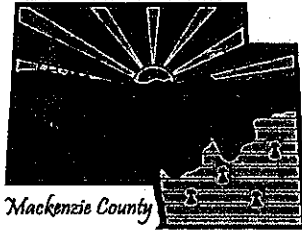
OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

That the County instruct the Agricultural Service Board to formulate a plan to combat renegade noxious weeds.

Author: W. Kostiw Reviewed by: _____ CAO



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 27, 2010
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Information/Correspondence

BACKGROUND / PROPOSAL:

The following items are attached for your information, review, and action if required.

	Page
• Municipal Dispute Resolution Initiative	127
• Municipal Sustainability Initiative Funding – Solid Waste Bins	131
• Northern Lakes College	133
• GOA Municipal Sustainability Strategy Meeting	135
• Letter from the Premier – Tolko/Apache	137
• RCMP – Alignment of Detachment Boundaries	139
• Northern Alberta Mayors and Reeves Meeting	141
• Letter from SRD – Footner Forest Products	143
• Letter from SRD – Green/White Zone Land Exchange	145
• 2010 Bridge Maintenance Program	147
• Mackenzie County Land Use Plan Phase I	153
• Article – Forestry Faces Two More Years of Pain	155
• View from Cordillera	159
• AUMA 2010 Annual Membership	161
• AAMDC Northern Zone Meeting Agenda	163
•	

RECOMMENDED ACTION:

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

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

Meeting agenda info

December 21, 2009

Mackenzie County
Human Resources Department
PO Box 640
Fort Vermilion, Alberta T0H 1N0

Dear Sir or Madam,

Alberta Municipal Affairs, Municipal Dispute Resolution Initiative along with our partners, the Alberta Urban Municipalities Association and the Alberta Association of Municipal Districts and Counties, are pleased to send out this reminder about our education courses for 2010.

This professional and practical training is specifically targeted for municipal representatives from around the province. Previous participants have commented:

- "Enjoyed all the exercises and the wonderful company"
- "Great workshop. Felt comfortable. Picked up ideas fromfellow participants."
- "Best workshop ever attended in 10 years"
- "This course is a "5" star rating!! Excellent presenters!.....
- ".... very relevant to my needs."
- "Holy mackerel this course is about 10X better than I expected...."

Attached are brochures outlining the exciting series of 9 workshops, some with multiple offerings designed to meet current demands. As the Human Resources Professional for your organization, please keep these value-for-money workshops in mind when considering educational opportunities for elected officials and administrative staff.

Registration is easy just follow the steps on the Let's Resolve website at <http://municipalaffairs.alberta.ca/ms/mediation/train/tra.html>.

Courses are capped at 20 participants; therefore, we would encourage you to ask staff to register early.

If you require additional information, please contact Irene Black, Dispute Resolution Services, Municipal Affairs, directly at (780) 427-0519, toll-free in Alberta by dialing 310-0000 first.

Thank you for your time and we encourage you to forward this information to the appropriate staff in your municipality. We look forward to seeing you at the courses!


Bill Diepeveen
Manager, Municipal Dispute Resolution Services

Attachments

Labour Relations and Conflict Management (New 2-day course)

This new two-day course provides an introduction to labour relations and conflict management and is geared to municipal human resource professionals. Some of the topics will include supervisor-employee conflict, supervisor-union representative conflict, integrating collective agreements into conflict management, and presenting a model for conflict management.

Instructors

High Clouds incorporated specializes in dispute resolution and training and has municipal, provincial, tribunal and workplace experience. Instructors are familiar with union and non-union settings and collective bargaining disputes involving municipalities.

Edmonton

February 4-5, 2010

Workplace Conflict (New 3-day course)

This course is specifically designed for municipal managers and human resource professionals. It is intended to develop skills in resolving personnel conflicts where a participant is either a party to the conflict, or is responsible for the staff involved in conflict. This course provides the necessary skills to enable managers to create a collaborative conflict resolution process to resolve human resource issues, and looks at conflict dynamics in the workplace.

Instructors

ADR Education Ltd. brings extensive public sector experience from across Canada and delivers workplace conflict management courses to provincial, municipal and federal staff.

Edmonton

November 25-26-27, 2009

Municipal Dispute Resolution

Alberta Municipalities Let's Resolve Workshops

Municipal Dispute Resolution's (MDR) goal is to promote public confidence in local government. Through mediation and other dispute resolution activities, MDR provides effective and innovative leadership and support to municipal representatives encouraging independent decision making and self-directed dispute resolution. One of the ways to support local solutions to local issues is by offering training programs and the new three day course.

Contact Us

For more information about the above workshops, please contact:
 Anne Black, Dispute Resolution Services at MDR Workshop
 phone 780-422-0543, toll free by calling 1-800-390-3939

Sponsored by

Alberta Association of Municipal Districts and Counties
 Alberta Urban Municipalities Association
 Alberta Municipal Affairs

Municipal Dispute Resolution services

Alberta Municipal Affairs

17th Floor Commerce Place

10155 - 102 Street

Edmonton Alberta T5C 1H4

www.municipaldisputeresolution.com

Canadian policy

All publications prices are inclusive of GST. All other prices are plus GST. GST rates and any subject to GST administration fees.

Workshops

New and Expanded Courses

NEGOTIATION SERIES

- Finding Agreement
- Negotiating Effectively
- Negotiation Skills Refresher (New)

PUBLIC INPUT SERIES

- Public Input
- Public Input for Planners (New)
- Group Facilitation

WORKPLACE SERIES

- Coaching for Conflict Resolution (New)
- Labour Relations and Conflict Management (New)
- Workplace Conflict (New)

Let's resolve



Alberta Municipalities Association

Registration fees are \$110 per participant.
Workshops run from 8:30am-4:30pm daily.
To register, go to <http://www.municipalaffairs.gov.ab.ca/ms/mediation/train/tra.html>
Registration opens August 15th, 2009

Finding Agreement (2-day course)

As the first in the series, participants benefit from taking this workshop before *Negotiating Effectively*. It is designed specifically as an introductory workshop for community leaders, including administrative and elected officials. The objective of the workshop is to assist participants in gaining an understanding of conflict sources, dynamics and attitudes and the impact this has on the conflict resolution process. This workshop will give participants the skills to better collaborate with others, resolve difficult issues, and reach effective agreements.

Instructor

Barbara McNeil brings a wealth of knowledge and experience in teaching a variety of conflict management workshops, such as mediation, negotiation, and effective communication.

Edmonton October 8-9, 2009

Vermillion October 29-30, 2009

Edmonton November 19-20, 2009

Cochrane January 28-29, 2010

Negotiating Effectively (3-day course)

As the second in the series, this three day workshop introduces participants to the principled, interest-based negotiation model and delves into the communication skills introduced in *Finding Agreement*. Building on theory articulated by Harvard educators, Fisher and Ury in their book *Getting to Yes*, this workshop provides hands-on negotiation training. This model is based on clarifying and understanding the issues, interests and feelings of parties involved in negotiation or conflict.
Recommended prerequisite: Finding Agreement

Instructor

Gordon Sloan and his co-instructors with ADR Education are nationally recognized in the field of dispute resolution and have developed and taught workshops for federal and provincial governments, the RCMP, major law firms and First Nations. They are highly effective, engaging and interactive instructors.

Edmonton February 17-18-19, 2010

Negotiation Skills Refresher (New 2-day course)

This course is designed for those looking to refresh their skills and build on the interest-based principles learned in *Finding Agreement* and *Negotiating Effectively*. Ample time will be given to participants to sharpen their negotiation micro skills with particular attention spent on providing feedback in practice sessions.

Recommended prerequisites: Finding Agreement and Negotiating Effectively

Instructors

Lynn Parish and Patricia Paradis have extensive experience in conflict resolution. Both instructors are lawyers and sessional instructors at the University of Alberta, Faculty of Law.

Edmonton February 18-19, 2010

There are no prerequisites for the Public Input series.

Public Input

This course is designed to provide municipal leaders with the tools and skills to design, deliver, and facilitate effective public input on events within a municipal setting. Alberta Municipal Affairs worked with five municipal partners to create this course and related toolkit. The toolkit materials, specifically designed for use by small and mid-sized Alberta municipalities, are particularly relevant for staff involved in land-use planning, development approvals, recreation, and other areas where there is the potential for a high level of public interest and involvement in a project. Copies of the toolkit will be provided to all participants.

Instructor

Bill McMillan is a recognized leader in the design and delivery of public consultation in Alberta. He designed and led major public processes such as Alberta's Water for Life Strategy, and developed courses in group decision-making, group problem solving, creativity and public consultation. He teaches Public Input and Public Input for Planners.

Edmonton December 3-4, 2009

Public Input for Planners (New 2-day course)

This workshop is targeted specifically to municipal planners. Topics covered include planning legislation under the Municipal Government Act, and issues to consider when implementing an effective public engagement process.

Edmonton February 25-26, 2010

Group Facilitation (3-day course)

This three-day course begins with a one day refresher of facilitation principles. Days two and three provide in-depth information and use a participative and interactive format to discuss focused conversation and the consensus workshop method in detail. The course gives participants ample opportunity to practice what they have learned and will be of specific interest to municipal staff that are called upon to lead/facilitate public events. All materials and a workbook will be provided.

Instructor

Gene Roach brings experience in the area of public engagement, and is a facilitator and trainer with the Institute of Cultural Affairs, an international organization specializing in organization and community development, in over 35 countries worldwide

Edmonton March 10-11-12, 2010

Coaching for Conflict Resolution (New 2-day course)

Conflict resolution coaching is an informal approach in situations where people are drawn into conflict as third parties. They typically become involved because they are close to the conflict and one of the conflicted parties has approached them for help. This informal third party role is the most common third party role played in conflict, and yet few people have had the opportunity to focus on this role, and learn what works effectively. Participants in this workshop will learn and hone the skills and attitudes needed to coach, not mediate, someone through a conflict.

Instructors

Co-instructors Michael Scheidl and Lynn Parish have extensive experience in workplace coaching and facilitation. Michael is the Coordinator of Dispute Resolution Services with Alberta Municipal Affairs and has a certificate in conflict management. Lynn is a Chartered Mediator, lawyer and sessional instructor at the University of Alberta, Faculty of Law.

Edmonton December 10-11, 2009

Kitcochy January 14-15, 2010

Cochrane February 11-12, 2010

Grande Prairie March 4-5, 2010

cc Info cc 39



ALBERTA
MUNICIPAL AFFAIRS

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

AR44780

January 4, 2010

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

Dear Reeve Newman:

6177
7

Thank you for your amended project application under the capital funding component of the Municipal Sustainability Initiative (MSI).

I am pleased to inform you that the following amended project has been accepted as a qualifying project under the capital funding guidelines. Your municipality may now apply up to the following amount of your MSI capital funding allocation to the qualifying costs of this project:

CAP- 838	Solid Waste – Bins Replacement	\$57,305
----------	--------------------------------	----------

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

Sincerely,

Ray Danyluk
Minister

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



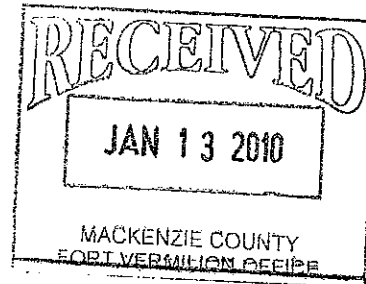
Northern Lakes College

Cover ce Info.

Board of Governors
Bag 3000
Grouard, AB T0G 1C0
(780) 751-3257 (phone)
(780) 751-3377 (fax)

January 6, 2010

Reeve, Greg Newman
Mackenzie County
Box 640
Fort Vermilion, AB T0H 1N0



Attention: Reeve, Greg Newman

On behalf of the Board of Governors, I would like to thank the many individuals from the wide cross-section of stakeholders, who generously gave their time to participate in this consultation workshop.

This activity has allowed the College to effectively gauge the future post-secondary needs of our service region, and also provided a very worthwhile opportunity for networking among participants.

Sincerely,

Trevor Blackue
Chair, Board of Governors
Northern Lakes College

cc A
gmb

Government of Alberta ■

Municipal Affairs

Municipal Sustainability Strategy Meeting - Summary

January 8, 2010

Representatives in attendance from:

AAMDC: Gerald Rhodes, Kim Heyman

ARMAA: Ross Rawlusyk

AUMA: John McGowan, Sue Welke

LGAA: Carol Revega

ASVA: Sue Evans

Alberta Municipal Affairs (AMA): Michael Merritt, Gary Sandberg, Theresa Ostrum,
Jessica Spratt

Meeting summary and highlights:

- The Minister of Municipal Affairs was mandated to develop a long-term strategy for municipal sustainability and the working group agreed on the importance of this initiative and to have the strategy prepared by the end of the fiscal year.
- There are four key questions to be reported on:
 - What constitutes a viable and sustainable municipality and how can these be measured?
 - What basic services should a municipality provide?
 - What capacity building tools are required?
 - What restructuring process should be used?
- AUMA and AAMDC discussed highlights of their respective associations' frameworks and policy papers on the topic of municipal sustainability.
- AMA – Explained that the purpose of the MSS strategy was to improve the long-term sustainability of municipalities by developing a framework to help ensure Alberta's municipalities are in a position to deliver well managed, collaborative and accountable local government to Albertans.
- The working group agreed to communicate with municipalities proactively and regularly during this process to keep them informed of and aware of the groups' progress.
- AMA explained that the first step to developing the Municipal Sustainability Strategy would be to answer two fundamental questions, which the working group agreed to discuss at the next meeting:
 1. **What are the core services that municipalities or regions have to provide?**
 2. **What constitutes a viable and sustainable municipality and how can these be measured?**



Premier of Alberta

mls

Office of the Premier
Legislature Building
Edmonton, Alberta
Canada T5K 2B6
Telephone 780 427 2251
Fax 780 427 1349

January 12, 2010

Mr. Greg Newman
Reeve
Mackenzie County
PO Box 640
Fort Vermilion AB T0H 1N0

Dear *Greg* Reeve Newman:

Thank you for your e-mail regarding Tolko Industries Ltd. and Apache Canada Limited's CO₂ Enhanced Oil Recovery project. I appreciate you taking the time to follow-up on the meeting we had in December.

While I was pleased to hear that Tolko will continue operating its High Level sawmill, it is important that long-term economic solutions for the region be explored. To that end, I have asked the Honourable Ted Morton, Minister of Sustainable Resource Development, and the Honourable Hector Goudreau, Minister of Employment and Immigration, along with senior staff from both departments to continue working with Mackenzie County and the Town of High Level.

I understand that department staff are currently reviewing the documents you presented at our meeting and will also review any new initiatives that may result from your economic stimulus proposals. In addition, staff from Sustainable Resource Development will continue working with Country representatives on any applications for funding through the Forest Resource Improvement Association of Alberta's Fire Hazard Reduction and Forest Health Program.

With regard to the CO₂ enhanced oil recovery project, Alberta Energy and Apache are working closely together to move this project forward in a way that meets the needs of both the company and the Crown. I am pleased to let you know that the process is moving forward in a positive manner.

Albertans have said clearly they expect our government to find a balance between development and protection of the environment. Projects like this support the goals of Alberta's Climate Change Strategy to reduce emissions while also allowing the economy to continue to provide jobs for Albertans.

.../2

Thank you again for taking the time to write. Your ongoing advocacy on behalf of the residents of Mackenzie County and the northwest region is appreciated.

Sincerely yours,



Ed Stelmach

ES/hp

cc: Honourable Mel Knight
Minister of Energy

Honourable Ted Morton

Honourable Hector Goudreau

Frank Oberle
M.L.A., Peace River

*cc epanda
mb.*



Royal Gendarmerie
Canadian royale
Mounted du
Police Canada

Security Classification/Designation
Classification/désignation sécuritaire
Protected A

S/Sgt. S.A. RAMTEEMAL, Regional Commander
NCO I/C Mackenzie Regional Detachment
10010 100 Avenue,
Box 30,
High Level, Alberta. T0H 1Z0

Your File Votre référence

Bill KOSTIW, Chief Administrative Officer
County of Mackenzie,
PO Box 640,
Fort Vermilion, Alberta.
T0H 1N0

Our File Notre référence

2010-01-14

Dear Sir,

Re-Alignment of Detachment Boundaries - High Level and Assumption Detachments

Based on discussions over the last six months with members of Mackenzie County Council, The Commanding Officer "K" Division, RCMP Western Alberta District and my office, I am pleased to advise you that effective Monday January 18th, 2010, High Level and Assumption Detachment's Boundaries are being re-aligned. High Level Detachment will be assuming policing responsibilities for the Hamlet of Zama City, as well as the entire highway from Highway #58 to Zama City (commonly referred to as the "Zama Road"). The boundary line has been moved to the South boundary of Township 116. This boundary line is approximately one to two miles south of the Apache Plant, south of Zama City.

These changes are being made in an attempt to provide more timely and efficient policing services to the citizens of Zama City and area. I will be preparing and sending out a Community Notice to the citizens of Zama City, advising them of this change in services. This Notice will be placed in the community's mail boxes in Zama City. As well, a release to local media will be conducted to ensure this change reaches the public at large.

Should you have any questions on this change in policing services in the Region, I encourage you to contact me by telephone at (780)926-3013.

Respectfully,

(S.A. RAMTEEMAL) S/Sgt.
NCO I/C Mackenzie Regional Detachment
(780)926-3013.

cc. Supt. Arlen MILLER, District Officer - Western Alberta District
Sgt. Roberta MCKALE, Unit Commander - Assumption Detachment
Councillor Lisa WARDLEY, Ward 10 - County of Mackenzie

cc info.



MAYOR STEPHEN MANDEL
CITY OF EDMONTON

2nd FLOOR, CITY HALL
1 SIR WINSTON CHURCHILL SQUARE
EDMONTON, ALBERTA, CANADA T5J 2R7
PHONE: (780) 496-8100
FAX: (780) 496-8292
E-MAIL: stephen.mandel@edmonton.ca

January 14, 2010

PLEASE RETURN BY FEBRUARY 1st
FAX TO: (780) 496-8292

Dear Northern Alberta Mayors' and Reeves':

I am writing to confirm the upcoming Northern Alberta Mayors' and Reeves' Caucus Meeting:

Friday, February 19, 2010, 10:00 a.m. - 2:00 p.m.
Shaw Conference Centre – Salon 2 [9797 Jasper Avenue]

*A continental breakfast will be available at 9:30 a.m.

Among other topics, Senior's housing and the shortage of dentists in Northern Alberta will be discussed. A complete agenda package will be forwarded closer to the event.

Please confirm your attendance **no later than Monday, February 1st**, by faxing this completed form to (780) 496-8292 or by email to cheryl.vesseur@edmonton.ca.

A block of rooms is being held for Thursday, February 18 under "Northern Alberta Mayors' and Reeves' Caucus" at the **Marriott Courtyard Edmonton** located at One Thornton Court [99 Street & Jasper Avenue]. Its location is convenient to both City Hall and the Shaw Conference Centre.

In order to receive the preferred rate of \$129/night (plus taxes), you must reserve your room directly with the hotel no later than **February 1st**. Rooms can be booked by phoning (780) 423-9999.

Should you have any questions or require further information, please contact Blaire McCalla in my office at (780) 496-8105.

Yours truly,

Stephen Mandel, Chair
Northern Alberta Mayors' and Reeves' Caucus

PLEASE CONFIRM BEFORE Monday, February 1st:

- I **WILL** be attending the NAMRC Meeting on **Friday, February 19th at the Shaw**
- I **WILL NOT** be attending the NAMRC Meeting

Name of Mayor/Reeve

Municipality

mls



ALBERTA

SUSTAINABLE RESOURCE DEVELOPMENT

Office of the Minister

AR23763

JAN 14 2010

Reeve Greg Newman
Mackenzie County
P.O. Box 640
Fort Vermilion, Alberta T0H 1N0

Dear Reeve Newman:


Thank you for your November 10, 2009 letter regarding Footner Forest Products' stranded aspen logs. I appreciate the opportunity to update you on this evolving situation and regret the delay in responding.

I appreciated our meeting with Premier Ed Stelmach, the Honourable Hector Goudreau, Minister of Employment and Immigration, and Frank Oberle, MLA for Peace River, on December 1, 2009. I have asked department staff to follow up on the concerns that were discussed at that meeting. As well, Doug Sklar, Acting Assistant Deputy Minister of the Forestry Division and Dan Wilkinson, Executive Director of the Forest Economics Branch, met with the Northern Alberta Elected Leaders group in High Level on December 4.

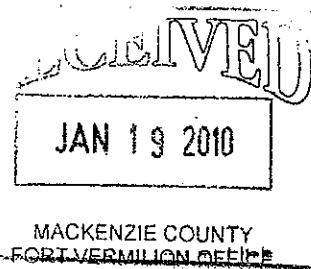
With the current pressures on the Alberta forest industry and constraints of the Softwood Lumber Agreement (2006) with the United States, there is no quick or easy way to address the disposition of the Footner stranded log inventory. Because of the current economic situation, there is no market for this wood, regardless of who possesses it. As well, because of the integrated nature of the forest industry in the northwest region, any decisions about this wood have potential ramifications on other producers and industries in the area.

I recognize the important role the forest industry plays in maintaining the economic sustainability of many communities in Alberta. I can assure you my staff, along with their counterparts in Employment and Immigration, Agriculture and Rural Development, Finance and Enterprise, and Transportation are exploring all possible options to address the larger economic concerns in northwest Alberta.

Sincerely,


Ted Morton
Minister

cc: Frank Oberle, MLA
Peace River



Handwritten initials



ALBERTA
SUSTAINABLE RESOURCE DEVELOPMENT
Office of the Minister

AR23700

JAN 14 2010

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

Dear Reeve Newman:

Thank you for your November 4, 2009 letter regarding a Green/White Zone land exchange in the Mackenzie Region. I appreciate the importance of agriculture in this region and can understand your desire to complete the exchange process as quickly as possible. While I regret I am unable to meet with you to discuss this matter in person, I appreciate the opportunity to provide the following information and regret the delay in responding.

I am aware of the delays in progress on this land exchange and staff in my department's Land Management Branch have advised that phase one of the three-phase integrated land-use plan for the Municipal District of Mackenzie is ready to be submitted in early 2010. I understand this phase will identify lands suitable for agricultural use while balancing competing land uses in the area, as well as various and sometimes competing stakeholder interests, with the intent of identifying the best use of public lands. I am also informed that phase two of the project is underway and is in the data-gathering stage.

The intent is for land exchanges to proceed on a phase-by-phase basis, so that the exchange process will not be held up pending the completion of all three phases of the plan. During the land-use planning and decision-making process, my department will consider aboriginal interests, public and stakeholder input, socio-economic and environmental outcomes, and existing commitments.

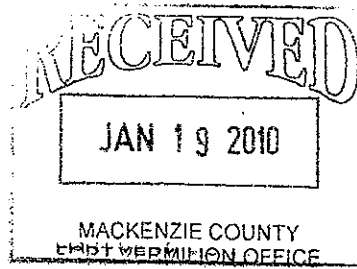
On a go-forward basis, to facilitate the land-exchange process, I would encourage you to continue working with the members of the planning group. This group has the benefit of encompassing the broad range of perspectives of stakeholders and community members in the area, as well as a significant amount of knowledge and expertise in land-use planning.

Thank you again for following up on this matter. If you have any further questions, please contact Gail Tucker, Land Program Manager at 780-926-7010 (toll free by first dialing 310-0000).

Sincerely,

Ted Morton
Minister

cc: Frank Oberle, MLA
Peace River



ce Info.

Miranda McAteer

From: Samuel Tekle [Samuel.Tekle@genivar.com]
Sent: Friday, January 15, 2010 6:16 PM
To: Bill Kostiw
Cc: Mark Onaba; Sarah Penny; Danielle Timoffee
Subject: Mackenzie County 2010 Bridge Maintenance Program - Proposal Letter and Engineering Budget
Attachments: Mackenzie County 2010 BMC Cost Estimate.pdf; Mackenzie County BMC 2010 Proposal Budget January 15 2010.pdf; 2010 Bridge Maintenance Contract Budget Covr Ltr January 15 2010.pdf

Bill,

Attached are:

- Cost estimate showing Scope Of Work and estimated cost of repairs for each of the 14 BF's
- Engineering Budget
- Proposal Cover Letter


We have noted the following in the Cover Letter:

- Bridge File 79552 – May be navigable and requires headslope repair. Hours for a formal application to Transport Canada are not included in our budget.
- BF 78209 – On the last BIM completed there was a recommendation to have the girder condition reviewed. We have shown some extra time in the budget for a senior engineer to review girder condition.

On a separate note, I am planning a trip to your neck of the woods in early February. I should be able to be in High Level/Fort Vermilion on the morning of February 3rd for us to get together to check if the Ground Hog has seen its shadow.....:)

Let me know if you're available on said date.

Regards,

 **GENIVAR**
 Samuel Teklé, MScE, P. Eng. | Senior Manager, Bridge Engineering Services
 GENIVAR | *Constructive people*
 2693 Broadmoor Blvd., Suite 132
 Sherwood Park, Alberta
 T 780-410-6740 | C 780-231-0105
www.genivar.com

CONFIDENTIALITY WARNING:

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2010 Br Maintenance - 14 Bridge Files
Mackenzie County - Engineering Cost Budget

Phase	Task	Rate (per hour)							Expenses (per unit)		Misc	Total
		Sr Br Eng.	Br Eng.	Br. Tech.	Clerk	Pr. Mgr.	Drafting	Kms				
		\$137	\$122	\$115	\$55	\$114	\$105	\$	0.84	N/A		
Design and Tending	Review BF(s), Fish Classification	6		4	2							\$1,392
	Prepare RFQ - based on existing BIM's	6	16		2							\$2,884
	Environmental Applications		6		2							\$842
	RFQ (by Fax), Administer and Award	1	4		2							\$735
	Lump Sum Disbursements										\$ 300	\$300
	Preconstruction Meeting			4	1				400			\$851
Construction Supervision	Review TAS and ECO Plans			1		4						\$571
	Construction Supervision / Contract Administration	8		64	8	8			2000			\$11,488
	Lump Sum Disbursements										\$ 600	\$600
Post-Constr.	Final Details - Including 14 BIM's	2		24	4				2000			\$4,934
	Totals	\$ 3,151	\$ 3,172	\$ 11,155	\$ 1,155	\$ 1,368	\$ -	\$ 3,696	\$ 900			

Summary	Budget	Completion Date
Design and Tendering	\$ 6,153	May 15, 2010
Construction Supervision	\$ 13,510	Dec 17, 2010
Post-Constr.	\$ 4,934	Dec 29, 2010
Total	\$ 24,597	

Budget Print Date: Jan 15, 2010



2693 Broadmoor Blvd, Suite 132
Sherwood Park, Alberta T8H 0G1
Telephone: (780) 410-6740
Fax: (780) 449-4050
Email: samuel.tekle@genivar.com

January 15, 2010

Mackenzie County
Box 1690
La Crete, AB
T0W 2H0

Attention: Mr. Bill Kostiw, CAO

**RE: Mackenzie County 2010 Bridge Maintenance Contract - Design, RFQ, Construction
Supervision, and Contract Administration
Engineering Budget**

Thank you for the opportunity to submit this letter proposal for the engineering work for the completion of the repairs design, invitational tender, construction supervision, and contract administration of the fourteen (14) bridges identified under the 2010 Bridge Maintenance Contract.

In preparation of this budget, we have reviewed the BIM's completed over the past 2 years by GENIVAR, and all other pertinent communication thereafter between ourselves and Mackenzie County. The attached budget is based on the following additional assumptions:

- A significant cost saving will be realized by grouping the repair work on these 14 bridges.
- The Request For Quotations will describe all details of the repairs on each bridge and a formal Detailed Design Report is not required.
- The Scope of Work listed in the RFQ will be based solely on information gleaned from the BIM's and used to compile the attached list.
- For budgeting purposes, we have assumed that only Alberta Environment and the Department of Fisheries and Oceans notifications are required.
- Prior to the project start-up meeting, GENIVAR will review the Contractor's ECO plan and Traffic Accommodation Strategy.
- During the course of the work by the Contractor, it has been assumed that Mackenzie County will complete the monitoring of the work as required. GENIVAR will provide technical advice during the repairs. We will also provide recommendations for payments on invoices submitted by the Contractor. For inspections required during or following the course of construction, we have included appropriate hours of inspector time in the attached budget spreadsheet.
- The Final Details package will include a BIM report for each bridge.
- Headslope repairs are considered necessary at BF 79552 over the Bear River, and a determination of navigability may be required from Transport Canada. If Transport Canada deems this bridge navigable, a formal application for authorization will be required before repairs can proceed. This approval process may take up to 8 to 12 months. If the County wishes to proceed with the repairs to the headslope, a site survey as well as hydrology will need to be completed. The additional cost of completing the formal application to Transport Canada is NOT included in the attached spreadsheet. We shall await the determination from Transport Canada and proceed accordingly at that time.
- As recommended on the last BIM completed for BF 78209, a senior engineer will assess the condition of the girders on this bridge. We will provide a summary of our findings and recommendations for this bridge during the design stage.

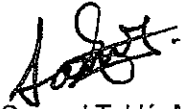
For budgeting purposes, attached is a spreadsheet that outlines the engineering costs for the proposed tasks. This budget amount should be used as an upset limit.

The Scope Of Work and an estimate showing the cost to complete the repairs on each of the 14 bridge files is also attached.

Engineering work will be in accordance with GOA Transportation guidelines. Based on our cursory review of the maintenance items that are identified, none of the repair work would be eligible for GAP funding. Therefore, the engineering costs are not funded by GOA. However, we are in discussion with the GOA Transportation Peace Region Office to include the heat-straightening work at BF 72702 under this program and both the pre-approved engineering and the construction cost are GAP-fundable for this particular bridge. During the course of the Work, if any other maintenance items were to be identified that may be eligible for GAP funding as extra work, we will contact GOA Transportation and attempt to obtain GAP funding (including engineering) for such items.

Please contact me at (780) 410-6740 or at samuel.tekle@genivar.com if you have any questions or with your approval to proceed.

Sincerely,



Samuel Teklé, MScE, P. Eng.
Senior Manager, Bridge Engineering Services

DT/dt

Enclosure

c: Mark Onaba, GENIVAR - Grimshaw



Mackenzie County
2010 Bridge Maintenance Contract
Draft Cost Estimate

Bid Items	Description	Units	Amount	Estimated Municipality Cost
1	Bridge File: 72789 - Watercourse (SW:35:109-14-6)			
	Dewater	Lump Sum	\$3,000	\$3,000
2	Remove Silt from Culvert		\$3,000	\$3,000
	Bridge File: 74193 - Watercourse (SW:13:109-15-5)			
3	Install new approach rail post at NE corner	Lump Sum	\$4,000	\$4,000
	Bridge File: 74740 - Beaver River (NW:20:104-14-5)			
4	Supply and install 4 hazard markers	Lump Sum	\$1,000	\$1,000
	Install missing splice bolts		\$300	\$300
5	Bridge File: 75060 - Boyer River (SW:14:109-15-5)			
	Install new approach rail post at NE corner	Lump Sum	\$4,000	\$4,000
6	Correct approach rail lap to standard		\$1,500	\$1,500
	Install vertical clearance signs		\$2,000	\$2,000
7	Bridge File: 75117 - Watercourse (NW:13:109-15-5)			
	Remove beaver dam	Lump Sum	\$3,000	\$3,000
8	Re-install struts between rings 4-5 and 7-9		\$5,000	\$5,000
	Bridge File: 76062 - Watercourse (SW:32:109-15-5)			
9	Reinstall 2 hazard markers to standard	Lump Sum	\$500	\$500
	Bridge File: 76278 - Watercourse (NW:21:109-12-5)			
10	Install steel bridge rail posts	Lump Sum	\$6,000	\$6,000
	Replace cracked strut		\$1,500	\$1,500
11	Shim 4 piles		\$500	\$500
	Install bolts at posts in 3 locations		\$500	\$500
12	Replace 1 section of approach rail and turndown end		\$6,000	\$6,000
	Connect approach rail to bridge at SW and NW corners		\$1,000	\$1,000
13	Bridge File: 78209 - Teepoo Creek (NW:17:105-14-5)			
	Install missing splice bolts	Lump Sum	\$300	\$300
14	Repair scour at SW corner		\$5,000	\$5,000
	Replace rotten bridgerail post		\$2,000	\$2,000
15	Align hazard markers		\$500	\$500
	Bridge File: 79355 - Watercourse (SW:28:109-17-5)			
16	Straighten anchor bolt on bridge rail and tighten		\$300	\$300
	Lower sheathing by 2 boards on each abutment		\$5,000	\$5,000
17	Supply and install 7 m3 Class 1 riprap at each abutment	Lump Sum	\$3,000	\$3,000
	Repair erosion at wingwall road top		\$2,000	\$2,000
18	Reset west hazard markers to standard		\$300	\$300
	Bridge File: 79552 - Bear River (SW:4:105-14-5)			
19	Supply and install 60 m3 Class 1 riprap on east headslope (deletable)	Lump Sum	\$12,000	\$12,000
	Reset hazard markers to standard		\$500	\$500
20	Bridge File: 80988 - Watercourse (NE:33:113-5-6)			
	Add fill between sheathing at both abutments	Lump Sum	\$3,000	\$3,000
21	Lag bolt front plank to back at south abutment		\$700	\$700
	Bridge File: 81109 - Hay Lake (SE:34:113-5-6)			
22	Supply and install 1 hazard marker	Lump Sum	\$300	\$300
	Reset 3 hazard markers to standard		\$500	\$500
23	Remove beaver dam at upstream		\$3,000	\$3,000
	Tighten nuts on bridgerail		\$100	\$100
24	Bridge File: 81114 - Zama River (NE:12:114-6-6)			
	Replace 1 pier bracing plank	Lump Sum	\$1,500	\$1,500
25	Supply and install hazard markers at SE and NE		\$500	\$500
	Reset NW and SW hazard markers to standard		\$300	\$300
26	Replace damaged sections of approach rail		\$6,000	\$6,000
	Replace missing splice bolts		\$100	\$100
27	Bridge File: 81123 - Watercourse (SE:1:109-19-5)			
	Dewater	Lump Sum	\$3,000	\$3,000
28	Remove Silt from Culvert		\$3,000	\$3,000
	CONTRACT COST			\$ 95,700
Contingency 10%			\$ 9,570	\$ 9,570
Engineering Proposal Budget			\$ 20,642	\$ 20,642
TOTAL PROJECT COST			\$ 125,912	\$ 125,912
GST 5%			\$ 6,296	\$ 6,296

* Need Ltr Of Advice from DFO (BF 79552 may be considered NAVIGABLE)

Government of Alberta

Sustainable Resource
Development
Peace/Upper Hay Area

Provincial Building, 3rd Floor
Bag 900-37
Peace River, Alberta
T8S 1T4

Telephone: 780-624-6541
Fax: 780-618-4350

January 18th, 2010

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

Dear Mr. Newman,

RE: Letter of December 21, 2009, Mackenzie County Land Use Plan Phase 1

I am taking the opportunity to reply to your letter of December 21, 2009 addressed to Mr. Gache regarding the Mackenzie County Land Use Plan (hereafter referred to as the Plan). Mr. Gache is the Lands and Rangelands Program Manager in Peace River, and although he does supervise Sonya Raven, an Agrologist in Fort Vermilion involved in the Plan, Mr. Gache is not involved with the Plan. As Area Manager for both Upper Hay and Peace Area's and considering the nature of the letter I will take this opportunity to respond to your concerns.

The purpose of the Mackenzie Land Use Plan was to guide decision-making and to provide management tools to ensure the "highest and best use" of public land in Phrase 1. The committee was tasked to find a balance of community, economic, and environmental values through public consultation, participation in the processes and through technical review of land characteristics. The processes, including the Terms of Reference, were supported and endorsed by all committee members including members from Mackenzie County.

Your letter highlights three main issues:

1. The Plan does not coincide with the County's needs and goals
2. The protective notations identified on lands within the Plan should be reviewed, and
3. An Ad Hoc review committee should be created

Within the Plan, consideration was given for amendments to be made and also to resolve potential issues when non-consensus amongst committee members occurs. The following excerpts from the Plan relate to this:

4.1 Plan Review

Sustainable Resource Development is undertaking an inventory of Integrated Land Management plans, such as the Mackenzie County Land Use Plan Phase 1. The purpose of the inventory is to ensure proper and timely maintenance of these plans.

The plan will be reviewed 5 years from the date it comes into effect. It is subject to management under applicable Alberta government legislation and policies which may change during this time. For example, the Land Use Framework, currently in government review process, will set direction to govern and manage public and private lands and natural resources. It will provide the overall direction for land use management and decision-making.

4.2 Plan Amendment

Amendments can be requested by any one of the original Mackenzie County Land Use Committee member organizations. Amendments will require a formal review by the committee and depending on the scale of request public consultation may be required.

4.3 Conflict Resolution

This plan is the collaborative effort of stakeholders from Mackenzie County, First Nations, Forestry Industry and various Government of Alberta departments. Consensus decision-making was a core value of the planning group. When issues of non-consensus arise, stakeholders are required to, in writing, identify the particular items they cannot support and propose alternative solutions that would make them acceptable. This information is then distributed to the group for review and response. At times, alternative solutions may not be acceptable to the entire group. In those instances, conflict resolution rests with the Minister of Sustainable Resource Development or his designate.

Options identified in 4.1 and 4.2 can only be considered once the Plan is endorsed and finalized while option 4.3 can only be considered prior to the endorsement and finalization of the Plan. Options within the Plan which are available for Mackenzie County to pursue include:

1. Endorsement of the Plan and under 4.1, the Plan will be reviewed in 5 years
2. Endorsement of the Plan and after finalization of the Plan, request plan amendments as identified in 4.2
3. Not endorse the Plan and follow conflict resolution process described in 4.3. Note: Lands identified for sale in the draft Plan will NOT proceed until the conflict is resolved and the Plan is finalized.

I urge Mackenzie County to work within the mechanisms identified within the Plan to resolve outstanding issues. Please advise Gail Tucker, Lands Manager for Upper Hay of your intentions regarding Phrase 1.

Sincerely,

Darcy Beach
Area Manager
Peace/Upper Hay Area

cc: Gail Tucker
Larry Stewart

Mark Stevens

m: Mark Stevens
Sent: Monday, January 18, 2010 9:48 AM
To: 'Peter Ernst'; 'Dean Krause'; 'bkostiw@mackenziecounty.com'; 'greg@mackenziecounty.com'; Sylvia Kennedy; margaretc@highlevelrealestate.com
Cc: Barry Gladders
Subject: FW: Forestry faces two more years of pain report The Working Forest News.htm

Good morning,

I believe the following article is worth sharing with anyone interested in the health of the lumber industry. We have been pleased to see lumber prices increase in the past two weeks, but that may be deceiving – Canfor Quesnel, Tolko Armstrong and Tolko Soda Creek (Williams Lake) have recently announced extended Christmas shutdowns and we are also down at this time. These curtailments are likely helping to boost prices. In addition, the US stimulus package is encouraging activity now, advancing some projects, possibly leading to some slowdown when the stimulus benefits expire.

We appreciate whatever good news exists but I also want to caution you to be aware of the broader picture, as illustrated by the article below.

Update on Tolko – High Level: we began hauling last week; a slow start, but that was to be expected. We expect hauling this week to be at full capacity. Next week, I will be reviewing our contractors' productivity in the bush and with the log haul. The date upon which we will re-start will be determined once we have a reasonable expectation of the total volume of wood that our contractors will be able to deliver. We appreciate their efforts – they are doing everything they can.

I am hopeful that once we start running that we will be able to keep running. The cost reductions achieved through our new Collective Agreement, and through the support of other stakeholders, do improve our mill's viability. However, we cannot take anything for granted.

Mark Stevens

Area Manager
Tolko - High Level Lumber Division
(780) 926-8910 Direct
(780) 841-9535 Cell
(780) 926-4773 Fax

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From: Mark Stevens
Sent: Monday, January 18, 2010 9:17 AM
To: HL Employees
Subject: Forestry faces two more years of pain report The Working Forest News.htm

Dear Fellow HLLD Employees:

While we had good reason to be happy and thankful when we achieved a new Collective Agreement, we must remain very aware of the weakness of the economy and the state of the lumber industry. The article below is more thorough than other recent predictions in the media – this one provides rationale for its prediction and an objective assessment rather than an emotional one. We can be

pleased when we see price improvements on a weekly basis, but we can't be fooled into thinking that we are "back to normal".

We will be running soon, for which we are all thankful, but our challenge is as great as ever to be frugal with our expenses, to be more efficient than our competitors, to produce the highest grade of product (eliminate mis-manufacturing), and to do it all safely without accident, injury or loss.

I am confident in our ability to achieve further success based upon the path of improvement that we have achieved to-date. If I appear to be over-bearing with my focus on cost control, productivity, quality and safety, remember this message and I trust that you will understand.

Mark Stevens
Area Manager



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Forestry faces two more years of pain: report

Submitted by breth on Mon, 01/18/2010 - 09:46

Monday Jan 18, 2010

By
The Vancouver Sun

One of the country's leading investment firms is telling its timberlands investors to hang on for almost two more years of depressed prices while the U.S. housing market struggles to come back into balance.

Further, the Canadian forest industry is least able to weather a housing market that sputters during 2010 and 2011, Brookfield Timberlands Management says in its third quarter research report.

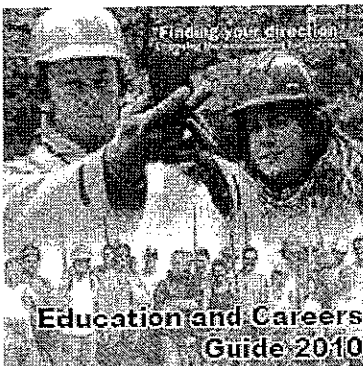
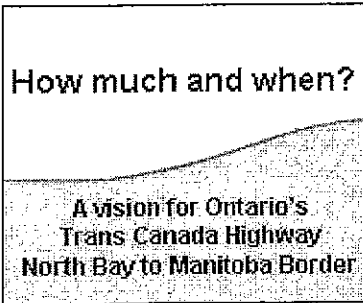
The report says there will be "significant down-sizing of the Canadian industry." Investments in timberlands, rather than mills, remain fundamentally strong and offer opportunities, but the report concludes that the current market "is not for the faint of heart."

Brookfield bases its two-more-years-of-pain forecast on what it calls a "glut" of homes either in foreclosure or facing foreclosure in the U.S., a growing crisis that threatens to undermine any housing recovery this year.

The Brookfield analysis, by Reid Carter, managing partner of Brookfield Timberlands Management LP., is one of the first research reports on the forest industry of 2010. Prepared for Brookfield's own investors, it flies against views held by most analysts as recently as last December.

Carter said in an interview that he stands by his conclusions.

"The real problem is that people look at the inventory of new homes for sale," Carter said. "That's a very small proportion of total homes for sale out there."



Lumber Futures

Futures and Commodity

Commodity Cash Prices

The new home inventory was down to 235,000 units at the end of November, the lowest level since 1971, prompting optimism that the worst of the housing bust was over.

But when homes in foreclosure or facing foreclosure, plus homes that owners are keeping off the market until prices improve, are added to the mix, the surplus housing inventory jumps by more than five million homes. That glut will take nearly two years to unwind, Carter said.

The huge overhang of housing inventory is expected to keep new home construction dampened until 2011. Even then, Carter does not expect a solid turnaround until 2012.

A prolonged housing downturn will hit B.C. sawmills particularly hard.

Carter cited the high Canadian dollar, a 15 per cent export tax on U.S. lumber shipments and increased operating costs because of the mountain pine beetle epidemic as prime factors that will put B.C. mills at a disadvantage. Further, because of their distance from the U.S. market, B.C. Interior mills will also have higher transportation costs than their U.S. competitors.

Before Christmas, the consensus among investment analysts was that the U.S. housing market would show signs of recovery later this year, but that is starting to change.

"I am coming rapidly to the same conclusion [as Carter]. We are putting out a note along the same lines," RBC Capital Markets analyst Paul Quinn said in an interview.

"Foreclosures in the U.S. are still a huge problem and a growing problem. They are not going away. And you are still having mortgage rates ticking over. And employment is in sad shape in the U.S., which puts more pressure on foreclosures."

Quinn said even the U.S. housing stimulus program is not expected to pull housing out of its slump. It will simply pull demand forward to the first half of the year, he said.

"I was rosier before Christmas. Now I think home activity in 2010 is going to be slower. That's probably going to be negative for the lumber guys."

Carter said he expects there will be several false starts to recovery in lumber prices before a solid recovery takes hold in 2012.

Brookfield Timberlands is a division of \$90 billion Brookfield Asset Management, Timberlands has a \$3 billion portfolio of timber assets in Canada, the U.S. and Brazil. In B.C., it owns Island Timberlands on Vancouver Island.

He said in this kind of market, the beauty of owning timberlands is that investors can take a lower cash yield and let their inventory grow on the slump.

"If you have the right capital structure and you have patient investors, the impact of a downturn like this doesn't have to be very significant on timberlands."

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Info sent cc agenda

Miranda McAteer

From: David Barber [cordinst@istar.ca]
Sent: Wednesday, January 20, 2010 8:23 AM
To: Bill Kostiw
Subject: View from the Cordillera

View from the Cordillera

A Commentary on Achieving Excellence in Local Government
Read by Municipal Leaders on 4 Continents
Published by the Cordillera Institute (Vol. 4, Issue 20)

Why Your Municipal Council Makes Dumb Decisions ... and What You Can Do About It (part 2)

Guest Author

Al Arnold
former Mayor
Rice Lake, Wisconsin

Summary of This Commentary

[To order the full text of this commentary or to become a subscriber, see the notes below.]

[If you are having difficulty reading this, you will find the original [here](#).]

This commentary is part 2 of the 2-part series by the former Mayor of Rice Lake, Wisconsin. Recently, Mayor Arnold published an e-book on his 30-plus years of experience attending municipal meetings. In this series, he shares some of that experience. In part 1, he explained the problem. That commentary focussed on the 3 major reasons why municipal councils make questionable decisions. You responded by making it 1 of our most-ordered commentaries. In part 2, he offers a solution to the problem identified in part 1. He describes 4 steps which can be used to improve the quality of decision-making. Successful municipal councils make sound decisions. Mayor Arnold not only explains how to do it, his practical advice and his dry sense of humor make this an informative and entertaining read.

As always, we welcome your comments.

David Barber
Director
Cordillera Institute
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Each week, *View from the Cordillera* covers some aspect of excellence in local government. It may examine one of the success elements; it may present a case study; it may introduce a resource (an individual, a group, a publication, etc.) which is advancing excellence; it may advocate a new direction for local government; or it may identify a wrong turn in public policy and offer an appropriate remedy. This electronic publication is being sent to those who govern, manage, support, and sustain our municipalities. For more information, here is the **About VFC** link.

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The Cordillera Institute is an independent research and public policy organization dedicated to excellence in local government. Since our founding in 1994, we have studied many high-performance organizations to learn what makes them successful. From this research, we have distilled a set of principles, paradigms, policies, programs, and practices which are the key elements of their success. Our mission is to be a catalyst -- to empower municipalities, public utilities, school boards, and other local public agencies to achieve excellence by adopting and applying these success elements. For more information, here is the **About CI** link.

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January, 2010

Dear CAO:

SUBJECT: 2010 Annual Membership

The AUMA has been providing leadership in advocating local government interests to other orders of government and key stakeholders for more than 100 years. AUMA meets regularly with the Premier and Cabinet Ministers and will continue to advocate for funding that will ensure that our municipalities are economically viable, socially inclusive, culturally vibrant, environmentally responsible and driven by good governance practices. AUMA is also committed to engaging members and ensuring that we are being driven by the needs of the membership.

To that end, we were pleased last year to hold our first-ever Mayors' Caucuses, which proved very popular and expanded mid-year to include concurrent CAO sessions. This year we are adding an MLA Breakfast meeting to the first Caucuses of 2010 which take place in Edmonton on February 11th. We hope to see you there.

There are many benefits that accompany your membership with the AUMA. Perhaps the most important is to secure your voting right and ensure that your municipality's voice is heard. All regular members may submit resolutions to the AUMA on an annual basis. All elected officials of the regular membership are entitled to vote on these resolutions during the annual convention. Resolutions that are passed by the membership vote become the basis for our advocacy efforts going forward. Based on your input at the 2009 Annual Convention our work in 2010 will take a more focused approach on deepening our relationship with the Provincial Government in the areas of municipal policy and funding.

Regular AUMA members also receive regular electronic updates through the Weekly Digest on the activities of the AUMA and our wholly-owned subsidiary, the Alberta Municipal Services Corporation (AMSC). As a member, you may also be asked to provide feedback and to complete surveys to ensure that the AUMA is fulfilling your needs. Providing training has also become a priority for the AUMA. The AUMA/AMSC will offer workshops, seminars and e-learning tools to facilitate ongoing networking and to assist members in becoming better leaders.

Only members may participate in these activities. And as a member, you will stay apprised of AUMA's activities and the opportunities to participate, network and train alongside other elected officials and their senior administrative staff.

Only members receive special membership rates on a number of activities and services such as electronic notifications, annual conference registration fees, workshop registrations, placing E-Classifieds and E-Job Postings.

And there is more! As a member of the AUMA, you may participate in a number of important shared service programs offered through AMSC:

- **Benefits Services Program** – AMSC is the second largest provider of municipal and municipally related employee benefits in Alberta with nearly 12,000 participants. Through participation, AMSC is able to secure competitive rates for a comprehensive and flexible program.
- **Risk Management Program** – In 2009, AMSC launched a new e-learning program to facilitate participation for many more members. We now offer a comprehensive Risk Management E-learning Program comprised of several modules. Successful completion of the program and audit can help your general insurance premiums.



- **Energy Services** – AMSC offers an aggregated electricity and natural gas program which enables members to benefit from competitive prices and long-term price stability. The 2009 program was modified based on the feedback from members. Our rates are competitive; we offer flexibility and complete transparency in the procurement process.
- **Insurance Services**- AMSC offers a competitively rated general insurance program. As part of the program, AMSC Insurance Services runs MUNIX, our own self-funded insurance reciprocal. This provides many benefits that traditional insurance programs cannot. In 2010, AMSC will launch NavRisk, an automated General Insurance and Risk Management software system that reduces cycle time, improves efficiency and delivers unique reporting to each member.
- **MuniFunds** – MuniFunds is an aggregated investment service specifically designed to meet the unique investment needs of municipalities. Member municipalities can direct their reserve funds to professional investment management, enabling them to achieve greater investment returns, improve risk reduction through diversification and lower fees through economies of scale.
- **Other Services** –A new Pet Insurance program is now available to complement our array of other services including the Employee Assistance Program, Human Resources Helpline, and Casual Legal Services. Please visit our website www.amsc.ca to find out more.

Our services are member owned and our members can influence the direction of the programs to ensure needs are being met.

Members participating in these programs make an investment in their association as opposed to increasing the shareholder wealth of other organizations. AMSC programs assist participating members in planning, budgeting and containing costs.

Enclosed is your 2010 annual membership invoice. The membership rates have been ratified by the AUMA Board of Directors and have been increased to include the costs of the Mayors' Caucuses and MLA networking breakfast, rather than charging a registration fee. The population figures as used to calculate the membership fees are sourced from the 2009 Official Population List as posted by Municipal Affairs, as of September 1, 2009.

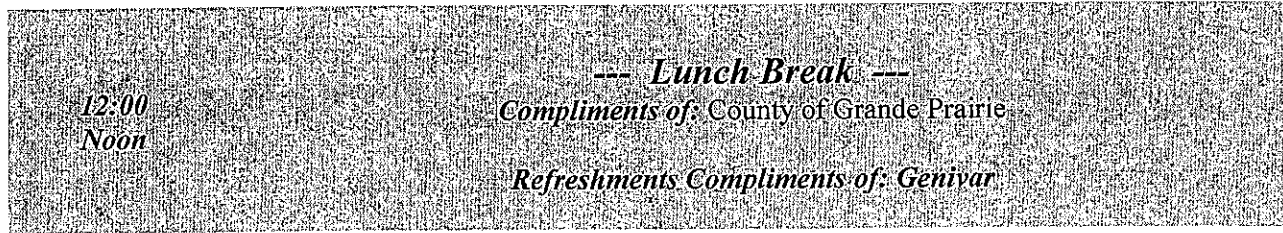
You are a valued and integral part of the AUMA and we are committed to meeting your needs.

Should you have any questions or comments, please let us know. Your comments are essential for us in improving our service to you.

Yours truly,

John McGowan
CEO

Encl.



- 1:00 pm **RAILWAY FREIGHT SERVICE REVIEW**
 - Presentation made by Northern Sunrise County.

- 1:30 pm **MINISTER/M.L.A. RECOGNITION:**
 - **Mr. Morris Seiferling**, Assistant Deputy Minister, Sustainable Resource Development
Re: Fragmentation and Conversion of Agricultural Land

- 2:30 pm **EMS UPDATE:**
 -

- 2:45 pm **STARS AIR AMBULANCE UPDATE:**
 -

- 3:00 pm **NORTHERN ZONE BUSINESS:**
 - 1. Adoption of Minutes:
 - 1.1 Regular Zone Meeting of August 14, 2009 - *motion required to adopt*

 - 2. Federation of Canadian Municipalities Update:
 -
 - and
 -

 - 3. Members Business:
 - 3.1
 - 3.2
 - 3.3

- 3:30pm 4. **RESOLUTIONS SESSION**
 - *Please forward all resolutions prior to the meeting. Must have an electronic copy. All resolutions have to be forwarded to AAMDC on February 12th. If you are bringing resolutions to the meeting please bring enough copies for everyone:
 - 4.1
 - 4.2
 - 4.3
 - 4.4
 - 4.5
 - 4.6

 - motion required for each*

- 4:00 pm 5. **TREASURER'S REPORT**
 - **Mr. Rennie Cauchie**, Treasurer
 - 5.1 2009 Financial Statement

 - motion required to adopt*