



**Mackenzie County**

# **REGULAR COUNCIL MEETING AGENDA**

JUNE 22, 2015

10:00 A.M.

COUNCIL CHAMBERS  
FORT VERMILION, AB



# STRATEGIC PRIORITIES CHART

## COUNCIL PRIORITIES (Council/CAO)

NOW	ADVOCACY
1. <b>RATEPAYER ENGAGEMENT</b> 2. <b>REGIONAL RELATIONSHIPS</b> 3. <b>FISCAL RESPONSIBILITY</b> 4. <b>POTABLE WATER: Availability &amp; Infrastructure</b> 5. <b>CAMPGROUNDS: Expansion and New Boat Docks</b> 6. <b>RECREATION CENTRES &amp; ARENA UPGRADES</b> 7. <b>MASTER FLOOD CONTROL PLAN &amp; FLOOD CONTROL SYSTEMS</b> 8. <b>TRANSPORTATION DEVELOPMENT</b> 9. <b>ECONOMIC DEVELOPMENT</b> 10. <b>INDUSTRY RELATIONS</b>	<input type="checkbox"/> <i>Provincial Government Relationships</i> <input type="checkbox"/> <i>Land Use</i> <input type="checkbox"/> <i>Health Services</i> <input type="checkbox"/> <i>La Crete Postal Service</i> <input type="checkbox"/> <i>Transportation Development</i>

## OPERATIONAL STRATEGIES (CAO/Staff)

CHIEF ADMINISTRATIVE OFFICER (Joulia)		ECONOMIC DEVELOPMENT (Joulia/Byron)	
1. <b>RATEPAYER ENGAGEMENT – Business Plan</b>	May	1. <b>ECONOMIC DEVELOPMENT – Establish Action Plan</b>	April
2. <b>REGIONAL RELATIONSHIPS</b>	June	2. <b>TRANSPORTATION DEVELOPMENT – Meet Ministers (P5/Zama, RBLK/Hwy 58)</b>	April
3. <b>FISCAL RESPONSIBILITY – non-traditional municipal revenue streams</b>		3. <b>INDUSTRY RELATIONS – Meet Industry Partners</b>	
<input type="checkbox"/> <i>Canada Post – La Crete</i>	April	<input type="checkbox"/> _____	
<input type="checkbox"/> <i>La Crete Library – ATB Building - Assessment</i>	May	<input type="checkbox"/> _____	
<input type="checkbox"/> <i>AUPE Negotiations – internal review of the agreement</i>			
COMMUNITY SERVICES (Ron)		AGRICULTURAL SERVICES (Grant)	
1. <b>CAMPGROUNDS – Identify expansion areas &amp; establish policy</b>	June	1. <b>MASTER FLOOD CONTROL PLAN – Completion of Plan</b>	April
2. <b>RECREATION CENTRES &amp; ARENA UPGRADES – Assessment</b>	June	2. Emergency Livestock Response Plan	October
3. <b>COR Certificate – Self Audit</b>	July	3. _____	
<input type="checkbox"/> Dock expansion plan for campgrounds		<input type="checkbox"/> County Ag Fair & Tradeshow Planning	
<input type="checkbox"/> _____		<input type="checkbox"/> Easements for Existing Drainage Channel	
PLANNING & DEVELOPMENT (Byron)		LEGISLATIVE SERVICES (Carol)	
1. Infrastructure Master Plans	April	1. <b>RATEPAYER ENGAGEMENT – Citizen Engagement Survey</b>	June
2. LC & FV Design Guide	Sept	2. Website Update	June
3. _____		3. Filing/Records Management Procedures	June
<input type="checkbox"/> Land Use Framework		<input type="checkbox"/> Human Resource Policy Review	
<input type="checkbox"/> LC & FV Airports – Infrastructure Review		<input type="checkbox"/> Communication Plan	
FINANCE (Mark)		PUBLIC WORKS* (Ron/Len)	
1. <b>FISCAL RESPONSIBILITY – Mill Rate Discussion &amp; Policy</b>	June	1. Inspection Procedure for New Roads	May
2. <i>AUPE Negotiations (calculations)</i>	June	2. Road Use Agreement Template Update	April
3. Multi-year capital plan		3. Finalize Meander River Gravel Pit Transfer	Aug
<input type="checkbox"/> _____		<input type="checkbox"/> Hamlet 3 Year Upgrading Plan – Review & Update	
<input type="checkbox"/> _____		<input type="checkbox"/> Engineering Services Procurement RFP	April
ENVIRONMENTAL (Fred)			
1. <b>POTABLE WATER – Comprehensive Water Study</b>	June	Codes:	
2. Hamlet Easement Strategy	July	<b>BOLD CAPITALS</b> – Council NOW Priorities	
3. FV Frozen Services Plan	Sept	CAPITALS – Council NEXT Priorities	
<input type="checkbox"/> _____		<i>Italics</i> – Advocacy	
<input type="checkbox"/> _____		Regular Title Case – Operational Strategies	
		* See Monthly Capital Projects Progress Report	

**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING**

**Monday, June 22, 2015  
10:00 a.m.**

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

**AGENDA**

Page

<b>CALL TO ORDER:</b>	1.	a)	Call to Order	
<b>AGENDA:</b>	2.	a)	Adoption of Agenda	
<b>ADOPTION OF PREVIOUS MINUTES:</b>	3.	a)	Minutes of the June 10, 2015 Regular Council Meeting	7
<b>DELEGATIONS:</b>	4.	a)	S/Sgt. Jeff Simpson, Fort Vermilion RCMP – School Resource Position	
		b)	Sgt. Cody Willoughby, High Level RCMP – General Statistics	
		c)	Ann Everatt, President of Northern Lakes College (2:30 p.m.)	
		d)		
		e)		
<b>GENERAL REPORTS:</b>	5.	a)		
		b)		
<b>TENDERS:</b>	6.	a)	None	
<b>PUBLIC HEARINGS:</b>			Public hearings are scheduled for 1:00 p.m.	
	7.	a)	None	

<b>COMMUNITY SERVICES:</b>	8.	a)	Board Development Training for Non-Profit Groups	23
		b)		
		c)		
<b>ENVIRONMENTAL SERVICES:</b>	9.	a)	La Crete Lagoon Project Contract – Northern Road Builders Request for Time Extension	25
		b)		
		c)		
<b>OPERATIONS:</b>	10.	a)	North La Crete Road and West Blumenort Road Reconstruction Project	33
		b)	Spruce Road Deficiencies Corrected – Release Holdback	37
		c)	Tall Cree Gravel Crushing (to be presented at the meeting)	
		d)		
		e)		
<b>PLANNING &amp; DEVELOPMENT:</b>	11.	a)	Bylaw 780-10 – Offsite Levy on Range Road 15-2 Road Construction and Upgrade (La Crete Rural)	41
		b)	Subdivision Panhandles (to be presented at the meeting)	
		c)		
		d)		
<b>FINANCE:</b>	12.	a)	Policy FIN025 Purchasing Authority Directive and Tendering Process	59
		b)	Request to Waive Penalties – Tax Roll 082612	71

		c)	Requests to Reduce Tax	73
		d)	Financial Reports – January 1 to May 31, 2015	81
		e)		
		f)		
<b>ADMINISTRATION:</b>	13.	a)	2015 Property Tax Bylaw and Assessment	93
		b)	La Crete Recreational Society Request	121
		c)	Engineers (to be presented at the meeting)	
		d)	University of Alberta – Planning Program Letter of Support	125
		e)	Highlights of Bill 20: Municipal Government Act Amendment	131
		f)	Donation Request – La Crete Ferry Campground & Field of Dreams Rodeo Stampede	137
		g)		
		h)		
<b>INFORMATION / CORRESPONDENCE:</b>	14.	a)	Information/Correspondence	143
		b)	Alberta Rural Development Network (to be presented at the meeting)	
<b>IN CAMERA SESSION:</b>	15.	a)	Legal <ul style="list-style-type: none"><li>• Semi Annual Legal File Update</li><li>• Inter-Municipal Relations – Town of Rainbow Lake Revenue Sharing</li></ul>	
		b)	Labour <ul style="list-style-type: none"><li>• Council Self-Evaluation</li></ul>	
		c)	Land	
<b>NOTICE OF MOTION:</b>	16.		Notices of Motion	





Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>June 22, 2015</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Chief Administrative Officer</b>
<b>Title:</b>	<b>Minutes of the June 10, 2015 Regular Council Meeting</b>

**BACKGROUND / PROPOSAL:**

Minutes of the June 10, 2015 Regular Council meeting are attached.

**OPTIONS & BENEFITS:**

**COSTS & SOURCE OF FUNDING:**

**SUSTAINABILITY PLAN:**

**COMMUNICATION:**

Approved council minutes are posted on the County website.

**RECOMMENDED ACTION:**

- Simple Majority
  Requires 2/3
  Requires Unanimous

That the minutes of the June 10, 2015 Regular Council meeting be adopted as presented.

Author: C. Gabriel Reviewed by: \_\_\_\_\_ CAO: JW

**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING**

**Wednesday, June 10, 2015  
10:00 a.m.**

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

**PRESENT:**

Bill Neufeld	Reeve
Walter Sarapuk	Deputy Reeve
Jacque Bateman	Councillor
Peter F. Braun	Councillor
Elmer Derksen	Councillor
John W. Driedger	Councillor
Eric Jorgensen	Councillor
Josh Knelsen	Councillor
Ricky Paul	Councillor
Lisa Wardley	Councillor

**ABSENT:**

**ADMINISTRATION:**

Joulia Whittleton	Chief Administrative Officer
Ron Pelensky	Director of Community Services & Operations
Len Racher	Director of Facilities & Operations (South)
Byron Peters	Director of Planning & Development
Mark Schonken	Interim Director of Finance
Fred Wiebe	Manager of Utilities
Carol Gabriel	Manager of Legislative & Support Services

**ALSO PRESENT:**

Deputy Commissioner Marianne RYAN (Commanding Officer of 'K' Division)  
Assistant Deputy Minister (Solicitor General's Office )  
Insp. Glenn DE GOEIJ ('K' Division Corporate and Client Services)  
Supt. Lyle GELINAS (Assistant District Officer - Western Alberta District)  
C/Supt Brenda LUCKI (District Officer - Western Alberta District)  
Gloria OHRT - Executive Director (Solicitor General's Office)  
S/Sgt. Jeff SIMPSON (Detachment Commander - Fort Vermilion Detachment)  
Larry Butz, Senior Auditor (Assessment Services – Municipal Affairs)  
Rory Badger, Auditor (Assessment Services – Municipal Affairs)  
Verle Blazek, Auditor (Assessment Services – Municipal Affairs)  
Randy Affolder, Municipal Assessor (Alliance Assessment)

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Members of the public.  
Member of the media.

Minutes of the Regular Council meeting for Mackenzie County held on June 10, 2015 in the Fort Vermilion Council Chambers.

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

Reeve Neufeld called the meeting to order at 10:04 a.m.

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

**MOTION 15-06-409 MOVED** by Deputy Reeve Sarapuk

That the agenda be approved with the following additions/deletions:

- 16. a) Notice of Motion – RV Park Road Offsite Levy Bylaw
- 13. g) Engineers
- 14. b) Alberta Rural Development Network

**CARRIED**

**ADOPTION OF PREVIOUS MINUTES: 3. a) Minutes of the May 27, 2015 Regular Council Meeting**

**MOTION 15-06-410 MOVED** by Councillor Wardley

That the minutes of the May 27, 2015 Regular Council meeting be approved as presented.

**CARRIED**

**GENERAL REPORTS: 5. a) CAO Report**

**MOTION 15-06-411 MOVED** by Councillor Jorgensen

That Mackenzie County participates with the First Nations and North Peace Tribal Council in the regional connectivity initiative and that the Reeve and Deputy Reeve or designate be authorized to attend meetings.

**CARRIED**

**MOTION 15-06-412 MOVED** by Councillor Wardley  
Requires 2/3

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That the remaining funding for the first half of the 2015 operational year be released to the Fort Vermilion Recreation Board and that the subsequent payments be issued as per regularly scheduled payments.

**CARRIED**

**MOTION 15-06-413**      **MOVED** by Councillor Paul

That a letter be sent to Alberta Transportation requesting that the road ban on Highway 88 be lifted.

**CARRIED**

**MOTION 15-06-414**      **MOVED** by Councillor Jorgensen

That the CAO report for May 2015 be received for information.

**CARRIED**

**5. b) Municipal Planning Commission Meeting Minutes**

**MOTION 15-06-415**      **MOVED** by Councillor Wardley

That the Municipal Planning Commission meeting minutes of May 7, 2015 be received for information.

**CARRIED**

**5. c) Community Services Committee Meeting Minutes**

**MOTION 15-06-416**      **MOVED** by Councillor Braun

That the Community Services Committee meeting minutes of May 8 & May 11, 2015 be received for information.

**CARRIED**

**5. d) Public Works Committee Meeting Minutes**

**MOTION 15-06-417**      **MOVED** by Councillor Knelsen

That the Public Works Committee meeting minutes of March 30, 2015 be received for information.

**CARRIED**

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**5. e) Tompkins Crossing Committee Meeting Minutes**

**MOTION 15-06-418**

**MOVED** by Councillor Driedger

That the Tompkins Crossing Committee meeting minutes of March 3, 2015 be received for information.

**CARRIED**

**TENDERS:**

**6. c) Request for Proposal – Fire Truck Tanker**

**MOTION 15-06-419**

**MOVED** by Councillor Wardley

That Administration be authorized to negotiate with First Truck Centre and Eastway 911 for the best purchase price, and proceed with the purchase of the Fire Truck Tanker while staying within budget.

**CARRIED**

**COMMUNITY SERVICES:**

**8. a) Policy PW018 – Hiring of Private Equipment**

**MOTION 15-06-420**

**MOVED** by Councillor Bateman

That Policy PW018 Hiring of Private Equipment be approved as AMENDED.

**CARRIED**

**DELEGATIONS:**

**4. a) RCMP**

Presentation regarding RCMP services by Gloria OHRT - Executive Director (Solicitor General's Office) and Insp. Glenn DE GOEIJ ('K' Division Corporate and Client Services)

Reeve Neufeld recessed the meeting at 12:04 p.m. and reconvened the meeting at 12:59 p.m.

**PUBLIC HEARINGS:**

**7. a) Bylaw 994-15 Land Use Bylaw Amendment to Add Township Road 1062 (88 Connector) Setback Requirements to General Regulations**

Reeve Neufeld and Councillor Driedger declared themselves in conflict and left the meeting at 1:00 p.m.

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Reeve Neufeld turned over the chair to Deputy Reeve Sarapuk.

Deputy Reeve Sarapuk called the public hearing for Bylaw 994-15 to order at 1:00 p.m.

Deputy Reeve Sarapuk asked if the public hearing for proposed Bylaw 994-15 was properly advertised. Byron Peters, Director of Planning & Development, answered that the bylaw was advertised in accordance with the Municipal Government Act.

Deputy Reeve Sarapuk asked the Development Authority to outline the proposed Land Use Bylaw Amendment. Byron Peters, Director of Planning & Development, presented the Development Authority's submission and indicated that first reading was given on May 8, 2015

Deputy Reeve Sarapuk asked if Council has any questions of the proposed Land Use Bylaw Amendment. The following questions were asked:

- How recent are the aerials? 2012. The Bylaw many only affect two current landowners.
- Will they have to move houses in the future? Not sure. Letters were sent to all affected landowners including a copy of all maps.
- Byron Peters noted that all Development Permits since 2012 were set back further than the minimum requirement.
- How is this different than the Area Structure Plan (ASP) that was proposed for the Highway 88 Connector? The setbacks in the ASP are only one component of many, the ASP also included restrictions, etc. The setbacks are just to protect the corridor itself.
- Have you noticed any industrial/commercial interest along the Connector? No.

Deputy Reeve Sarapuk asked if any submissions were received in regards to proposed Bylaw 994-15. No submissions were received.

Deputy Reeve Sarapuk asked if there was anyone present who would like to speak in regards to the proposed Bylaw 994-15. There was no one present to speak to the proposed Bylaw.

Deputy Reeve Sarapuk closed the public hearing for Bylaw 994-15 at 1:06 p.m.

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**MOTION 15-06-421      MOVED** by Councillor Wardley

That second reading be given to Bylaw 994-15 being a Land Use Bylaw Amendment to Add Township Road 1062 (88 Connector) Setback Requirements to General Regulations (Section 7.49).

**CARRIED**

**MOTION 15-06-422      MOVED** by Councillor Knelsen

That third reading be given to Bylaw 994-15 being a Land Use Bylaw Amendment to Add Township Road 1062 (88 Connector) Setback Requirements to General Regulations (Section 7.49).

**CARRIED**

Reeve Neufeld and Councillor Driedger rejoined the meeting at 1:07 p.m.

Reeve Neufeld resumed the Chair.

**PUBLIC HEARINGS:      7. b)    Bylaw 996-15 Land Use Bylaw Amendment to amend the Hutch Lake Recreation “HLR” zoning into Country Recreational “CR”**

Reeve Neufeld called the public hearing for Bylaw 996-15 to order at 1:07 p.m.

Reeve Neufeld asked if the public hearing for proposed Bylaw 996-15 was properly advertised. Byron Peters, Director of Planning & Development, answered that the bylaw was advertised in accordance with the Municipal Government Act.

Reeve Neufeld asked the Development Authority to outline the proposed Land Use Bylaw Amendment. Byron Peters, Director of Planning & Development, presented the Development Authority’s submission and indicated that first reading was given on May 8, 2015

Reeve Neufeld asked if Council has any questions of the proposed Land Use Bylaw Amendment. The following questions were asked:

- What does the 25% maximum lot coverage mean? The Land Use Bylaw defines it as “LOT COVERAGE” means the percentage of a LOT area that is covered by all buildings on the same LOT; excluding the area covered by

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- balconies, canopies, DECKs and the like.
- How does that cover the remaining trees? Conditions state that:
    - Each LOT shall be landscaped as required by the Development Authority to ensure proper vegetation and tree coverage for appearance and drainage purposes. Approval shall be required by the Development Authority prior to the removal of trees and/or vegetation from any LOT.
  - Any tree removal requires County approval, this was an original requirement and no change has been made in this area.
  - Who determines the lot size? The County was the developer and determined the lot size.
  - The lots are all sold? Yes
  - The rest of the lakes are protected until rezoned? Yes. This Bylaw just allows the possibility.

Reeve Neufeld asked if any submissions were received in regards to proposed Bylaw 996-15. No submissions were received.

Reeve Neufeld asked if there was anyone present who would like to speak in regards to the proposed Bylaw 996-15. There was no one present to speak to the proposed Bylaw.

Reeve Neufeld closed the public hearing for Bylaw 996-15 at 1:15 p.m.

**MOTION 15-06-423** **MOVED** by Deputy Reeve Sarapuk

That second reading be given to Bylaw 996-15 being a Land Use Bylaw Amendment to Amend Hutch Lake Recreation "HLR" zoning into Country Recreational "CR" (Section 8.16).

**CARRIED**

**MOTION 15-06-424** **MOVED** by Councillor Paul

That third reading be given to Bylaw 996-15 being a Land Use Bylaw Amendment to Amend Hutch Lake Recreation "HLR" zoning into Country Recreational "CR" (Section 8.16).

**CARRIED**

**TENDERS: 6. b) North La Crete Road and West Blumenort Road Reconstruction**

**MOTION 15-06-425** **MOVED** by Councillor Driedger

That the North La Crete Road and West Blumenort Road Reconstruction Tenders be opened.

**CARRIED**

Tenders Received

	North La Crete	West Blumenort
Wiens Enterprise	\$126,675.00	\$77,738.00
Northern Road Builders	\$148,782.00	\$97,109.50

**MOTION 15-06-426** **MOVED** by Councillor Wardley

That the North La Crete Road and West Blumenort Road Reconstruction Tender be forwarded to the Public Works Committee for review and recommendation to Council for award.

**CARRIED**

**TENDERS: 6. a) Request for Quote – Cracksealing 2015**

**MOTION 15-06-427** **MOVED** by Deputy Reeve Sarapuk

That the proposals for the Cracksealing 2015 be opened.

**CARRIED**

Proposals Received

Federal Joint Sealing	\$105,250.00 (without GST)
Jake Reimer and A & L Maintenance	\$ 86,690.00 (without GST)

**MOTION 15-06-428** **MOVED** by Councillor Braun

That the 2015 Cracksealing contract be awarded to the lowest qualified bidder with funding coming from the existing operational funding.

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**CARRIED**

**8. b) Policy PW032 Road Fencing**

**MOTION 15-06-429**

**MOVED** by Councillor Braun

That Policy PW032 Road Fencing be amended as presented.

**CARRIED**

**8. c) Aerial Ladder Truck Cost Share with Town of High Level**

**MOTION 15-06-430**

Requires 2/3

**MOVED** by Deputy Reeve Sarapuk

That Mackenzie County support the Town of High Level purchase of an Aerial Ladder Truck and that \$30,000 be reallocated from the High Level Aerial Truck project to Grants to Local Governments (Town of High Level Aerial Ladder Truck).

**CARRIED**

**MOTION 15-06-431**

Requires 2/3

**MOVED** by Councillor Wardley

That a letter be sent to the Town of High Level advising of our interest in their used aerial truck for \$1.00.

**CARRIED**

**ENVIRONMENTAL  
SERVICES**

**9. a) None**

**OPERATIONS:**

**10. a) Waste Transfer Station Caretaking and Hauling and Collection Contracts Update**

**MOTION 15-06-432**

**MOVED** by Councillor Wardley

That Mackenzie County inform the Mackenzie Regional Waste Management Commission that the County is not interested in transferring responsibility or operations of our waste hauling or transfer stations to Mackenzie Regional Waste Management Commission.

**CARRIED**

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Reeve Neufeld recessed the meeting at 1:59 p.m. and reconvened the meeting at 2:08 p.m.

**4. b) Rory Badger, Assessment Auditor – Alberta Municipal Affairs**

Presentation of the Detailed Assessment Audit Report for the assessment roll year 2014 prepared by Alberta Municipal Affairs.

Reeve Neufeld recessed the meeting at 3:30 p.m. and reconvened the meeting at 3:36 p.m.

**4. c) Northern Lights Recreation Centre – Recreation Coordinator Funding Proposal**

Report by Sharon Wurtz, Health Promotion Facilitator (Alberta Health Services), John Acreman, Recreation Coordinator, and Philip Doerksen, Northern Lights Recreation Centre Manager on the Recreation Coordinator position.

**MOTION 15-06-433**  
Requires 2/3

**MOVED** by Councillor Braun

That the budget be amended to include an additional \$12,000 for the Northern Lights Recreation Centre Recreation Coordinator position with funding coming from the General Operating Reserve.

**CARRIED**

Reeve Neufeld recessed the meeting at 4:00 p.m. and reconvened the meeting at 4:06 p.m.

**13. b) Petition – No Calcium For Dust Control**

**MOTION 15-06-434**

**MOVED** by Councillor Driedger

That the “No Calcium for Dust Control” petition be received for information and that administration research alternatives to calcium for next year.

**CARRIED**

**4. d) Canada 150 Community Infrastructure Program**

Presentation by La Crete Recreation Society and Fort Vermilion Recreation Board regarding projects for consideration under the

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Canada 150 Community Infrastructure Program.

**MOTION 15-06-435**      **MOVED** by Councillor Bateman

That a letter of support be provided to the La Crete Recreation Society for the Ice Plant Chiller Upgrade in the amount of \$313,500 and the Fort Vermilion Recreation Board for the Ice Plant Upgrade in the amount of \$820,000 under the Canada 150 Community Infrastructure Program with \$400,000 coming from the Grants to Other Organizations Reserve and the remaining amount of \$173,500 coming from the General Capital Reserve, subject to grant approval.

**CARRIED**

**PLANNING &  
DEVELOPMENT:**

**11. a) Policy DEV008 – General Municipal Improvement Standards**

**MOTION 15-06-436**      **MOVED** by Councillor Bateman

That Policy DEV008 – General Municipal Improvement Standards be adopted as presented.

**CARRIED**

**11. b) Commercial Subdivision Road Improvements**

**MOTION 15-06-437**      **MOVED** by Councillor Wardley

That the commercial subdivision road improvements be received for information.

**CARRIED**

**11. c) General Municipal Infrastructure Standards - Commercial Crossings**

**MOTION 15-06-438**      **MOVED** by Councillor Bateman

That the asphalt driveways along 100<sup>th</sup> street in the Hamlet of La Crete require a smooth transition from the driveway to the sidewalk and that gravel driveways require a cement sidewalk through the driveway.

**CARRIED**

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**FINANCE:**

**12. a) Bylaw 989-15 – Local Improvement Curb, Gutter and Sidewalk on 99<sup>th</sup> Avenue and 102<sup>nd</sup> Street (Hamlet of La Crete)**

**MOTION 15-06-439**  
Requires 2/3

**MOVED** by Deputy Reeve Sarapuk

That second reading be given to Bylaw 989-15, being a bylaw authorizing imposition of a local improvement tax to the benefiting properties for construction of Curb, Gutter and Sidewalk on 99<sup>th</sup> Avenue and 102<sup>nd</sup> Street in the Hamlet of La Crete.

**CARRIED**

**MOTION 15-06-440**  
Requires 2/3

**MOVED** by Councillor Braun

That third reading be given to Bylaw 989-15, being a bylaw authorizing imposition of a local improvement tax to the benefiting properties for construction of Curb, Gutter and Sidewalk on 99<sup>th</sup> Avenue and 102<sup>nd</sup> Street in the Hamlet of La Crete.

**CARRIED**

**12. b) Request to Waive Penalties – Tax Roll 083850**

**MOTION 15-06-441**

**MOVED** by Councillor Wardley

That the request to waive penalties for Tax Roll 083850 be approved.

**CARRIED**

**12. c) Financial Reports – January 1 to April 30, 2015**

**MOTION 15-06-442**

**MOVED** by Councillor Braun

That the financial reports for the period, January 1 – April 30, 2015, be accepted for information.

**CARRIED**

**ADMINISTRATION:**

**13. a) 2015 Property Tax Bylaw and Assessment**

**MOTION 15-06-443**

**MOVED** by Councillor Wardley

That the 2015 Property Tax Bylaw and Assessment be TABLED to the next meeting.

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**CARRIED**

**13. e) La Crete Municipal Nursing Association – Request for Partial Closure of 105<sup>th</sup> Street in the Hamlet of La Crete**

**MOTION 15-06-444**      **MOVED** by Councillor Braun

That the La Crete Municipal Nursing Association request for partial closure of 105<sup>th</sup> Street in the Hamlet of La Crete be referred to the Public Works Committee.

**CARRIED**

**13. f) Blue Hills Post Office**

**MOTION 15-06-445**      **MOVED** by Councillor Knelsen

That a letter of support be sent on behalf of the Blue Hills General Store to obtain postal delivery services.

**CARRIED**

**13. c) La Crete Recreational Society Request**

**13. d) Canada 150 Community Infrastructure Program**

**13. g) Engineers (ADDITION)**

**INFORMATION/  
CORRESPONDENCE:**      **14. a) Information/Correspondence**

**IN-CAMERA  
SESSION:**      **15. a) Legal – Semi Annual Legal File Update**

**15. b) Labour – Council Self-Evaluation**

**NOTICE OF MOTION:**      **16. a) RV Park Road Offsite Levy Bylaw**

**MOTION 15-06-446**      **MOVED** by Councillor Wardley

That the following items be TABLED to the next Council meeting.

13. c) La Crete Recreational Society Request

13. g) Engineers

14. b) Alberta Rural Development Network

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- 15. a) Legal – Semi Annual Legal File Update
- 15. b) Labour – Council Self-Evaluation
- 16. a) RV Park Road Offsite Levy Bylaw

**CARRIED**

**NEXT MEETING**

**DATES:**

- 17. a) Regular Council Meeting  
Monday, June 22, 2015  
10:00 a.m.  
Fort Vermilion Council Chambers

**ADJOURNMENT:**

- 18. a) **Adjournment**

**MOTION 15-06-447**

**MOVED** by Councillor Driedger

That the council meeting be adjourned at 5:19 p.m.

**CARRIED**

These minutes will be presented to Council for approval on June 22, 2015.

---

Bill Neufeld  
Reeve

---

Joulia Whittleton  
Chief Administrative Officer

UNAPPROVED





Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>June 22, 2015</b>
<b>Presented By:</b>	<b>Ron Pelensky, Director of Community Services &amp; Operations</b>
<b>Title:</b>	<b>Board Development Training for Non-Profit Groups</b>

## **BACKGROUND / PROPOSAL:**

Mackenzie County would like to host Board Development training of all of our non-profit organizations. The Board Development Program offers services focusing on improving governance of non-profit organizations. The training will be provided by Larry Stewart, Community Development Officer for Alberta Culture and Tourism. The Board Development training has been able to deliver board governance training to thousands of boards over the last 30 years. Mackenzie County would like to host this in September with two possible venues, one being offered in Fort Vermilion and the other in La Crete.

## **OPTIONS & BENEFITS:**

There is now an emphasis to be accountable to funders and to the general public. Boards are seeing how they can benefit by improving their governance practices. The training would cover various aspects of how to develop and maintain the current boards that they sit on. The Board Development agenda would consist of:

- Types of board
- Profit and non-profit organizations
- Responsibilities of governing boards
- Performance standards
- Governance principles Types of volunteers
- Job descriptions
- Lines and levels of authority
- Legal liability
- Board staff exercises
- Committees

**Author:** Carrie Simpson      **Reviewed by:** \_\_\_\_\_      **CAO:** \_\_\_\_\_

**COSTS & SOURCE OF FUNDING:**

The training would be provided free of charge with Mackenzie County providing the venue.

**SUSTAINABILITY PLAN:**

**COMMUNICATION:**

Correspondence will be sent to all non-profit organizations stating Mackenzie County is strongly advising a minimum of one board member from each organization to attend the session.

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That Mackenzie County host two board development workshops (one in La Crete and one in Fort Vermilion) for the non-profit groups that receive funding from the County. (dates to be determined)

Author: Carrie Simpson      Reviewed by: \_\_\_\_\_      CAO: \_\_\_\_\_



Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>June 22, 2015</b>
<b>Presented By:</b>	<b>Fred Wiebe, Manager of Utilities</b>
<b>Title:</b>	<b>La Crete Lagoon Project Contract – Northern Road Builders Request for Time Extension</b>

**BACKGROUND / PROPOSAL:**

La Crete lagoon expansion project was awarded to Northern Road Builders. The original contract completion date was October 31, 2014. On December 8, 2014, Council made a motion to extend the contract to June 30, 2015.

**MOTION 14-12-868**

**MOVED** by Councillor Derksen

*That administration be authorized to extend Northern Road Builders contract for the La Crete lagoon project to June 30, 2015 and as per the engineering recommendation.*

**CARRIED**

**OPTIONS & BENEFITS:**

The contractor was not able to commence with the project on May 18 as outlined in the last time extension request letter. According to their letter they started work on June 1, 2015 and still plan on using the same amount of site days but in a later time frame.

Please review the attached documents (NRB's request, and remaining work schedule)

**Option 1:**

To grant an extension that maintains the 38 site days in their original extension request from last fall.

**Option 2:**

Author: \_\_\_\_\_ Reviewed by: \_\_\_\_\_ CAO: \_\_\_\_\_

To not grant an extension and apply penalties as per the contract.

**COSTS & SOURCE OF FUNDING:**

This project is included in 2015 capital budget.

**SUSTAINABILITY PLAN:**

**COMMUNICATION:**

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the Northern Road Builders contract for the La Crete lagoon project be extended from June 30, 2015 to July 15, 2015 while maintaining the same amount of site days as per Northern Road Builder's request.

Author: F. Wiebe      Reviewed by: \_\_\_\_\_      CAO: JW



Bus: 780-928-4900

Fax: 780-928-4915

---

June 17, 2015

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

**Attention: Mr. Fred Wiebe**

**Re: LA CRETE SEWAGE LAGOON UPGRADES & EXPANSION  
CONTRACT TIME EXTENSION**

Attached is a copy of the "Tentative Construction Schedule 2015" for the Contract Time Extension requested and approved last fall prior to winter shutdown. We had requested 6 weeks commencing on "May 18<sup>th</sup> if the ground was thawed and dry enough to commence with construction" which would have completion of June 30<sup>th</sup>. This would equate to 38 days. Since we could not start till June 1<sup>st</sup> due to ground conditions we are still just requesting the same amount of time (38 days) with the completion date moving to July 15<sup>th</sup>.

Regards,

Paul Driedger,  
Corporate Manager / Estimator

Att.



Bus: 780-928-4900

Fax: 780-928-4915

---

## **Tentative Construction Schedule 2015**

### **La Crete Sewage Lagoon Upgrades & Expansion**

We are estimating 6 weeks of work to complete the project in 2015. Our proposed startup is May 18<sup>th</sup> if the ground is thawed and dry enough to commence with construction.

#### **May 18 – June 30**

- 1) Complete Facultative Cell #2 and Anaerobic Cells
- 2) Complete cross-flow structures for Cell #2
- 3) Forcemains will be installed via directional drilling
- 4) Remaining culvert installations (3) across access road
- 5) Access onto 109<sup>th</sup> Avenue (La Crete North Access) to be upgraded
- 6) Topsoiling and seeding berms and access road sideslopes
- 7) Erosion Control, fencing and cleanup

## Fred Wiebe

---

**From:** Schuler, Doug <Doug.Schuler@wspgroup.com>  
**Sent:** June-17-15 9:13 AM  
**To:** Fred Wiebe  
**Cc:** Schuler, Jason; Herbert, Dale; Wadman, Maurice  
**Subject:** FW: Lagoon Contract Request for Extension  
**Attachments:** 2015-06-17.Letter.Mackenzie County.Contract Time Extension.pdf

Hi Fred,

As per our June 16, 2015 email, we approve of the Contractors request. The site days are the same.

Regards,

**Please note my new email address....doug.schuler@wspgroup.com!**



Doug Schuler  
Senior Project Manager, Land Development & Municipal

### Focus Corporation

#3, 8909 96 Street  
Peace River, Alberta T8S 1G8  
T 1 780.624.5631  
F 1 780.624.3732  
C 1 780.618.8490

[www.focus.ca](http://www.focus.ca)  
[www.wspgroup.com](http://www.wspgroup.com)

Focus delivers services to its clients through the following operating companies: Focus Corporation, Focus Surveys Limited Partnership (Alberta), Focus Surveys (BC) Limited Partnership, HCS Focus LP, CMS Focus Construction Management Services.

---

**From:** Paul Driedger (work) [<mailto:pauld.nrb@gmail.com>]  
**Sent:** June-17-15 8:24 AM  
**To:** 'Fred Wiebe'; Schuler, Doug  
**Cc:** Schuler, Jason; 'Harvey Wolfe'  
**Subject:** RE: Lagoon Contract Request for Extension

Good Morning Fred,

Attached is our letter clarifying the time extension. If we go with the same amount of days requested and approved last fall our completion date would be July 15<sup>th</sup>, see attached.

Regards,

**Paul Driedger,**  
Corporate Manager / Estimator

## Fred Wiebe

---

**From:** Schuler, Doug <Doug.Schuler@wspgroup.com>  
**Sent:** June-16-15 4:18 PM  
**To:** Fred Wiebe; Paul Driedger (pauld.nrb@gmail.com)  
**Cc:** Schuler, Jason; Herbert, Dale; Wadman, Maurice; harveyw.ftc@gmail.com  
**Subject:** RE: Lagoon Contract Request for Extension

Hi Fred,

The requested extension last fall was 38 days from May 18 to June 30, 2015, 6 days per week, excluding Sunday. The extension would be to July 15, 2015 with the work period from June 1 to July 15, 2015. This excludes Sundays and July 1.

Regards,

**Please note my new email address....doug.schuler@wspgroup.com!**



Doug Schuler  
Senior Project Manager, Land Development & Municipal

**Focus Corporation**  
#3, 8909 96 Street  
Peace River, Alberta T8S 1G8  
T 1 780.624.5631  
F 1 780.624.3732  
C 1 780.618.8490

[www.focus.ca](http://www.focus.ca)  
[www.wspgroup.com](http://www.wspgroup.com)

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---

**From:** Fred Wiebe [<mailto:fwiebe@mackenziecounty.com>]  
**Sent:** June-16-15 2:58 PM  
**To:** Paul Driedger ([pauld.nrb@gmail.com](mailto:pauld.nrb@gmail.com)); Schuler, Doug  
**Cc:** Schuler, Jason  
**Subject:** Lagoon Contract Request for Extension  
**Importance:** High

Hi Paul and Doug,

As per our meeting last week, my understanding was that NRB will need to have the contract time extended. We require a letter from NRB as well as comments from WSP requesting the extension. I need to have the RFD to council complete tonight, so please provide the letter(s) before the end of the day.

My records indicate that July 11<sup>th</sup> would be an extension without extending the site days.

Thanks,

**Fred Wiebe | Manager of Utilities | Mackenzie County**

PO Box 1690, 9205-100 St | La Crete | AB | T0H 2H0

Direct: 780.928.3983 Ext: 7119 | Cell: 780.841.1681

Toll Free: 1.877.927.0677 | Fax: 780.928.3636

Email: [fwiebe@mackenziecounty.com](mailto:fwiebe@mackenziecounty.com)



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A Division of FTEN Group Of Companies Inc.

780-821-0911 (mobile)

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[pauld.nrb@gmail.com](mailto:pauld.nrb@gmail.com)

[www.ften.ca](http://www.ften.ca)

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---

**From:** Fred Wiebe [<mailto:fwiebe@mackenziecounty.com>]

**Sent:** June-16-15 2:58 PM

**To:** Paul Driedger ([pauld.nrb@gmail.com](mailto:pauld.nrb@gmail.com)); Schuler, Doug ([Doug.Schuler@wspgroup.com](mailto:Doug.Schuler@wspgroup.com))

**Cc:** Schuler, Jason

**Subject:** Lagoon Contract Request for Extension

**Importance:** High

Hi Paul and Doug,

As per our meeting last week, my understanding was that NRB will need to have the contract time extended. We require a letter from NRB as well as comments from WSP requesting the extension. I need to have the RFD to council complete tonight, so please provide the letter(s) before the end of the day.

My records indicate that July 11<sup>th</sup> would be an extension without extending the site days.

Thanks,

Fred Wiebe



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Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>June 22, 2015</b>
<b>Presented By:</b>	<b>Len Racher, Director of Facilities &amp; Operations (South)</b>
<b>Title:</b>	<b>North La Crete Road and West Blumenort Road Reconstruction Project</b>

**BACKGROUND / PROPOSAL:**

Administration advertised for Request for Proposals for the North La Crete Road and West Blumenort Road Reconstruction, with a closing date of June 10, 2015.

At the June 10, 2015 Council Meeting the following motions were made:

**TENDERS:**                      **6. b) North La Crete Road and West Blumenort Road Reconstruction**

**MOTION 15-06-425**              **MOVED** by Councillor Driedger

That the North La Crete Road and West Blumenort Road Reconstruction Tenders be opened.

**CARRIED**

Tenders Received

	North La Crete	West Blumenort
Wiens Enterprise	\$126,675.00	\$77,738.00
Northern Road Builders	\$148,782.00	\$97,109.50

**Author:** S Wheeler                      **Reviewed by:** Len Racher                      **CAO:** \_\_\_\_\_

**MOTION 15-06-426**

**MOVED** by Councillor Wardley

That the North La Crete Road and West Blumenort Road Reconstruction Tender be forwarded to the Public Works Committee for review and recommendation to Council for award.

**CARRIED**

Administration reviewed and rated the proposals placing Wiens Enterprise as the preferred proposal. An email consensus from the Public Works Committee was reached and Weins Enterprise would be recommended to Council as the successful proposal.

**OPTIONS & BENEFITS:**

Option 1:

Award the North La Crete Road and West Blumenort Road Reconstruction Project to Wiens Enterprise, pending budget reallocation.

Option 2:

For Discussion.

**COSTS & SOURCE OF FUNDING:**

2015 Capital Budget code 6-32-30-30 'Blumenort Road & Rebuild Mile #3 on La Crete North Road', total projected budget \$200,000

Wiens Enterprise Proposal - \$204,413

*The proposal exceeds 2015 Capital Budget projected cost by \$4,413*

*The engineering costs are approximately \$18,000*

*A total of \$22,500 must be reallocated to this project.*

**SUSTAINABILITY PLAN:**

Goal E1: The County's transportation system:

- reduces travel time and increases safe, comfortable and efficient travel between its communities and between the County and major destinations beyond its borders,
- provides economically efficient access to business and industrial markets outside of County boundaries.

**Author:** S Wheeler      **Reviewed by:** Len Racher      **CAO:** \_\_\_\_\_

**COMMUNICATION:**

Send Wiens Enterprise a letter of acceptance.  
Send Northern Road Builders a letter of regret.

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

**Motion 1:**

That the 2015 Capital Budget be amended to include an additional \$22,500 for the North La Crete Road and West Blumenort Road Reconstruction Project with funding coming from the Road Reserve.

Simple Majority       Requires 2/3       Requires Unanimous

**Motion 2:**

That the North La Crete Road and West Blumenort Road Reconstruction be awarded to Wiens Enterprise.

**Author:** S Wheeler      **Reviewed by:** Len Racher      **CAO:** \_\_\_\_\_





Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>June 22, 2015</b>
<b>Presented By:</b>	<b>Len Racher, Director of Facilities &amp; Operations (South)</b>
<b>Title:</b>	<b>Spruce Road Deficiencies Corrected - Release Holdback</b>

## **BACKGROUND / PROPOSAL:**

Spruce Road repair was completed in the fall of 2014 but contained some deficiencies.

The site was inspected by Administration and WSP on May 6, 2015 and deficiencies were documented. A letter was sent to the Contractor in this regard.

On June 4, 2015 Administration and WSP inspected the site and found the construction to be satisfactory. (see attached letter from WSP)

## **OPTIONS & BENEFITS:**

Send Completion Certificate (see attached) to the Contractor and release the holdback.

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

2015 Capital Budget code 6-32-30-37 LC-Spruce Road Rebuild (Carry Forward & New), total projected budget \$255,000.

The County retained a holdback which is ready to be released pending receipt of requested documents from the Contractor.

## **SUSTAINABILITY PLAN:**

NA

**Author:** S Wheeler      **Reviewed by:** Len Racher      **CAO:** JW

**COMMUNICATION:**

Notify Contractor.

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the Spruce Road project Completion Certificate be sent and holdback be released pending receipt of requested documents from the Contractor.

**Author:** S Wheeler      **Reviewed by:** Len Racher      **CAO:** JW

June 9, 2015

WSP File: 151-03594-00

Mackenzie County  
9205 100 Street  
La Crete, AB  
T0H 2H0

Attention: Mr. Len Racher  
Director of Facilities & Operations (South)

**RE: Final Inspection  
Spruce Road**

---

Please be advised that Ridgeview Contracting Ltd. has completed all of the work on the above-noted project. The entire project was found to be complete as per the contract and specifications with no further deficiencies being noted.

A Construction Completion Certificate letter should now be sent.

Please find attached a suggested letter from you to the contractor regarding the construction acceptance. Please review this letter and if acceptable, place on your letterhead, and forward to the contractor.

Please contact this office should you require any further information.

Sincerely,

Mark Onaba, Area Manager  
WSP

MO/vb

Attachment(s)

cc: Joulia Whittleton, Mackenzie County  
Garth McCulloch, WSP

# CONSTRUCTION COMPLETION CERTIFICATE

June 9, 2015

Mackenzie File: XXXXXXX

Ridgeview Contracting Ltd.  
Box 1499  
La Crete, AB TOH 2H0

Attention: Mr. George Unrau

**RE: Mackenzie County  
Contract No. XXXXXXX  
Spruce Road  
Grading and Other Work**

---

Please be advised that an inspection of the above-noted project was carried out on June 4, 2015 by the following persons:

Len Racher  
George Unrau  
Mark Onaba

Mackenzie County  
Ridgeview Contracting  
WSP Canada Inc.

All work on this Contract has been satisfactorily completed and is accepted as complete, subject to the terms and conditions of the Contract and Specifications.

Please supply our office with a Statutory Declaration and a WCB clearance letter to enable the release of holdback monies in due course.

Sincerely,

Joulia Whittleton  
Chief Administrative Officer  
Mackenzie County

cc: Len Racher, Mackenzie County  
Mark Onaba, WSP



Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>June 22, 2015</b>
<b>Presented By:</b>	<b>Byron Peters, Director of Planning And Development</b>
<b>Title:</b>	<b>Bylaw 780-10 – Offsite Levy on Range Road 15-2 Road Construction and Upgrade (La Crete Rural)</b>

## BACKGROUND / PROPOSAL:

On December 14, 2010 Council gave the final motion to Bylaw 780-10 being an Off-site Levy Bylaw for the extension and upgrade of Range Road 15-2, south of La Crete Access South to a point 100 meters past the north boundary of Part of SW 35-105-15-W5M (Plan 012 1774, Lot 1).

This Bylaw meant that all the affected landowners as shown on the bylaw map were to pay Mackenzie County a set fee based on acres developed whenever they chose to subdivide their land. All the land within this bylaw is zoned as Country Residential.

At that time, the affected landowners had been notified and consulted with concerning this development of the RV road. It was noted in the RFD to council that the affected land owners prefer an off-site levy bylaw as it allows them to defer payment until they develop their lands. This option results in the County paying for and carrying the construction costs until the off-site levy is collected at the subdivision stage.

Recently it has come to the County's attention that one landowner did complete a subdivision of two 4 acre lots. This offsite levy was not added to the Development Agreement as the current administration was not aware of this particular levy.

Since then, a letter has been sent to the developer asking them to pay the levy they had been informed of at the time of the roads construction. (See attachment # 1).

Two other subdivision applications were received since the approval of the bylaw, however one application was actually started in 2010, prior to the bylaw and was for a boundary adjustment of a lot on the east side of the quarter. (See Attachment # 2). No new lots were created. The application was for an existing yard site out of a previously subdivided quarter section. This application was originally approved back in 2005. The original subdivision, 10-SUB-05 was never registered as the applicants were not able to

**Author:** Liane Lambert      **Reviewed by:** BP      **CAO:** JW

meet all the conditions even after three time extensions were granted. They were required to pay a Municipal Reserve which they were finally able to meet and the boundary adjustment was registered in 2013.

The other application was the creation of a small lot on the south east corner, not within Bylaw 780-10 district.

Development permits have been granted for the area within Bylaw 780-10 map area; however the County cannot collect Offsite levies on Development permits, only subdivisions.

**OPTIONS & BENEFITS:**

Since the approval of Bylaw 780-10 only one subdivision application within the bylaw area creating two new lots has been issued. Administration realizes that the bylaw should have been collected at the time of the application. Since this oversight, administration has made steps to ensure that the bylaw is not missed in the future and has added it to their offsite levy binder and map.

**COSTS & SOURCE OF FUNDING:**

N/A

**SUSTAINABILITY PLAN:**

N/A

**COMMUNICATION:**

Bylaw 780-10 was advertised as per the MGA and sent out to all affected land owners at the time of negotiations.

**RECOMMENDED ACTION:**

- Simple Majority       Requires 2/3       Requires Unanimous

For discussion.

Author: Liane Lambert      Reviewed by: BP      CAO: JW

**BYLAW NO. 780-10**

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

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

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

**WHEREAS**, an off-site levy may be used only to pay for all or part of the capital cost for the construction and upgrade of a road to serve the surrounding lands.

**AND WHEREAS**, the plans have been prepared and the estimated cost of the road construction and upgrade is \$120,000.00 of which \$70,000.00 will be funded by Mackenzie County and \$50,000.00 will be funded by the landowners of NW 35-105-15-W5M and Part of SW 35-105-15-W5M (Plan 012 1774, Lot 1).

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

1. The Municipality, in its discretion may impose an off-site levy.
2. The off-site levy shall be for the provision of road construction and upgrade at Range Road 15-2 in order to serve the future development identified as Service Area in Schedule "A" and as outlined in Schedule "B" attached hereto.
3. This Bylaw may be cited as "the RV Park Road Construction and Upgrade".
4. The Administration of Mackenzie County may enter into an agreement in respect to payment of the off-site levy with all affected land owners.
5. When a subdivision is requested and an application is submitted, the agreement as per Article 3 of this bylaw shall form a part of the Development Agreement. The off-site levy payment shall be made prior to registration of the subdivision.
6. The off-site levy charges for this project shall be \$377.34 per acre.
7. The off-site levy was calculated as follows:

Total County cost of \$70,000.00 divided by 185.51 acres equals \$377.34 per acre to cover the costs of the road construction and upgrade.

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

READ a first time this 29<sup>th</sup> day of September, 2010.

READ a second time this 9<sup>th</sup> day of November , 2010.

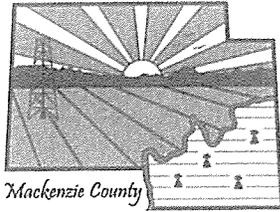
READ a third time and finally passed this \_\_\_\_\_day of \_\_\_\_\_, 2010.

---

Bill Neufeld  
Reeve

---

William Kostiw  
Chief Administrative Officer



Attachment # 1

*Mackenzie County*

P.O. Box 640, 4511-46 Avenue, Fort Vermilion, AB T0H 1N0  
P: (780) 927-3718 Toll Free: 1-877-927-0677 F: (780)  
927-4266

www.mackenziecounty.com  
ffice@mackenziecounty.com

June 11, 2015

Bennie & Jennie Gerbrandt  
Box 1911  
La Crete, AB T0H 2H0

Dear Mr. & Mrs. Gerbrandt:

**Bylaw 780-10 Offsite Levy for RV Road**

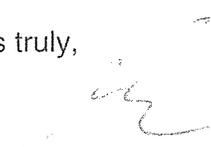
Recently it has come to the attention of the Planning Department that the requirements of Bylaw 780-10 being an Offsite levy for the construction and upgrade of Range Road 15-2 was not met by you when you completed two subdivisions from the NE 24-105-15-W5M.

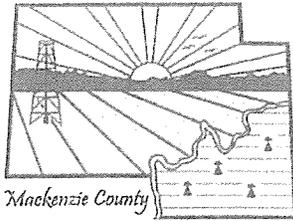
Bylaw 780-10 to upgrade and construct the RV road past your quarter was passed in 2010, and as one of the affected landowners you had a part in the negotiations between a Local Improvement Bylaw or an offsite levy which would allow either pay up front or defer payment of your portion of the road construction until such time that you subdivided the land.

Since you chose to defer your payment, your two subdivision application in 2012 requires that you pay to Mackenzie County \$377.34 per ac. You developed two parcels totalling 8.70 aces.  $\$377.34 \times 8.70ac = \underline{\$3,282.86}$

Should you have any questions or concerns over this issue, please feel free to contact the Planning Department at (780) 928-3983 Monday to Friday between 8:15am till 4:30pm.

Yours truly,

  
Byron Peters,  
Director of Planning and Development



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

May 24, 2012

File No. 16-SUB-12

Bennie & Jeannie Gerbrandt  
Box 1911  
La Crete, AB T0H 2H0

Dear Mr. & Mrs. Gerbrandt

**Subdivision Decision on NE 34-105-15-W5M**

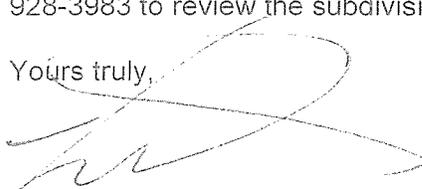
Your application for subdivision has been APPROVED subject to the conditions set out on the attached Decision Form.

If any of these conditions are unacceptable to you, you may file an appeal to the Subdivision and Development Appeal Board. This appeal must be filed within 14 days of the receipt of this letter. The date of receipt is deemed to be 5 days from the date of this letter. The appeal, along with a \$250 fee, must be submitted to:

Secretary, Mackenzie County  
Subdivision and Development Appeal Board  
P.O. Box 640  
FORT VERMILION AB T0H 1N0

If you are satisfied with the above decision, you may proceed to comply with the attached conditions prior to getting your subdivision registered at the Land Titles Office. The approval is valid for 1 year only; therefore, prior to **May 24, 2013**, you should prepare and submit to this office a plan suitable for registering for final endorsement. Prior to proceeding with your subdivision, please contact Christopher Wilcott at (780)-928-3983 to review the subdivision procedure.

Yours truly,



Liane Lambert,  
Development Officer

cc: Northern Lights Gas Co-op  
ATCO Electric  
TELUS  
John Klassen, Director of Operations - Mackenzie County  
Terry Sawchuk, AB Environment

MACKENZIE COUNTY  
DECISION

FILE: 16-SUB-12  
LEGAL: Part of NE 34-105-15-W5M  
DATE: May 24, 2012

DECISION: Based on those matters considered under Section 7 of the *Subdivision Regulation*, the submissions received from those agencies referred to under Section 5 of the *Subdivision Regulation* and submissions from adjacent landowners pursuant to Section 653(5) of the *Municipal Government Act*, the Subdivision Approving Authority hereby **APPROVES** the proposed subdivision subject to the following conditions:

1. This approval is for a 2 lot subdivision, north lot 4.98 acres (2.01 hectares), south lot 3.72 acres (1.50 hectares), both totalling 8.70 acres (3.52 hectares).
2. Applicant/developer shall enter into a Developer's Agreement with the Mackenzie County which shall contain, but is not limited to:
  - a) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration,
  - b) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality,
  - c) Construction of an access to each lot created by the subdivision to County standards at the developers' expense,
  - d) **Prior to any development, contact Alberta Environment for an assessment to ensure that the development complies with the Water Act.**
  - e) **Any activity such as infilling within the wetland, requires authorization under the Water Act. A Qualified Wetland Aquatic Environmental Specialist (QWAES) would be required to conduct an assessment of the area affected and establish mitigation measures to minimize any impacts to the wetland. Compensation is required for the loss of the wetland area and function resulting from the activity. Current provincial wetland policy sets the compensation ratio at 3:1, meaning three times the assessed value of the disturbed wetland area would be paid to a wetland restoration agency to aide in funding of wetland restoration projects. Both are required prior to any authorization being issued by AE&W to allow development within the wetland area. All costs associated with the QWAES and incorporation of any recommendation, including compensation, is to be borne entirely by the proponent.**



- f) Negotiations for easements as required by the utility companies. The developer shall be responsible for any line relocation or correction costs that occur as a result of this development. All utility lanes must be accessible. All public utility lanes shall be cleared to ground level with all tree stumps and debris removed and then landscaped. Where necessary, utility lanes shall be excavated or landscaped to provide drainage for the subdivision. Any excavation or landscaping of the public utility lanes shall be to engineered plans and completed prior to the installation of utilities,
- g) Provision of utilities (power, gas, telephone, etc.) Such utilities to be provided in a location and to a standard to be approved by the appropriate utility company and the Municipality. Written confirmation of the completed utility installation is required to be submitted to the County by each utility company prior to registration of the subdivision,
- h) The developer shall provide the municipality with a site drainage and surface water management plan that outlines the following:
- a. Erosion prevention systems, as required
  - b. Direction of site drainage
- i) Provision of municipal reserve in the form of money in lieu of land. Specific amount is based on 10% of the subject land and on the current market value. The current market assessed value for this property is \$8,000.00 per acre. Municipal reserve is charged at 10%, which is \$800.00 per subdivided acre. 8.70 acres times \$800.00 equals \$6,960.00,
- j) An assessment, prepared by a qualified person, of surface or subsurface characteristics of the land that is to be subdivided including susceptibility to potential for any flooding, slumping or subsidence or erosion of the land, the depth of the water table and suitability for any proposed on site sewage disposal system,
- k) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2009.
- l) This Development Agreement shall be registered by Caveat, ensuring that Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of any proposed development. It is the responsibility of the applicant to ensure that adequate drainage and other precautions are taken to avoid water damage to any future development.
- m) Provision of utility right-of-way as required by ATCO Electric, Telus and Northern Lights Gas and others.



- n) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.

NOTE: All subsequent development must conform to all applicable provincial regulations and to the municipality's land use bylaw. Please contact the appropriate authorities to determine the required building/development standards.

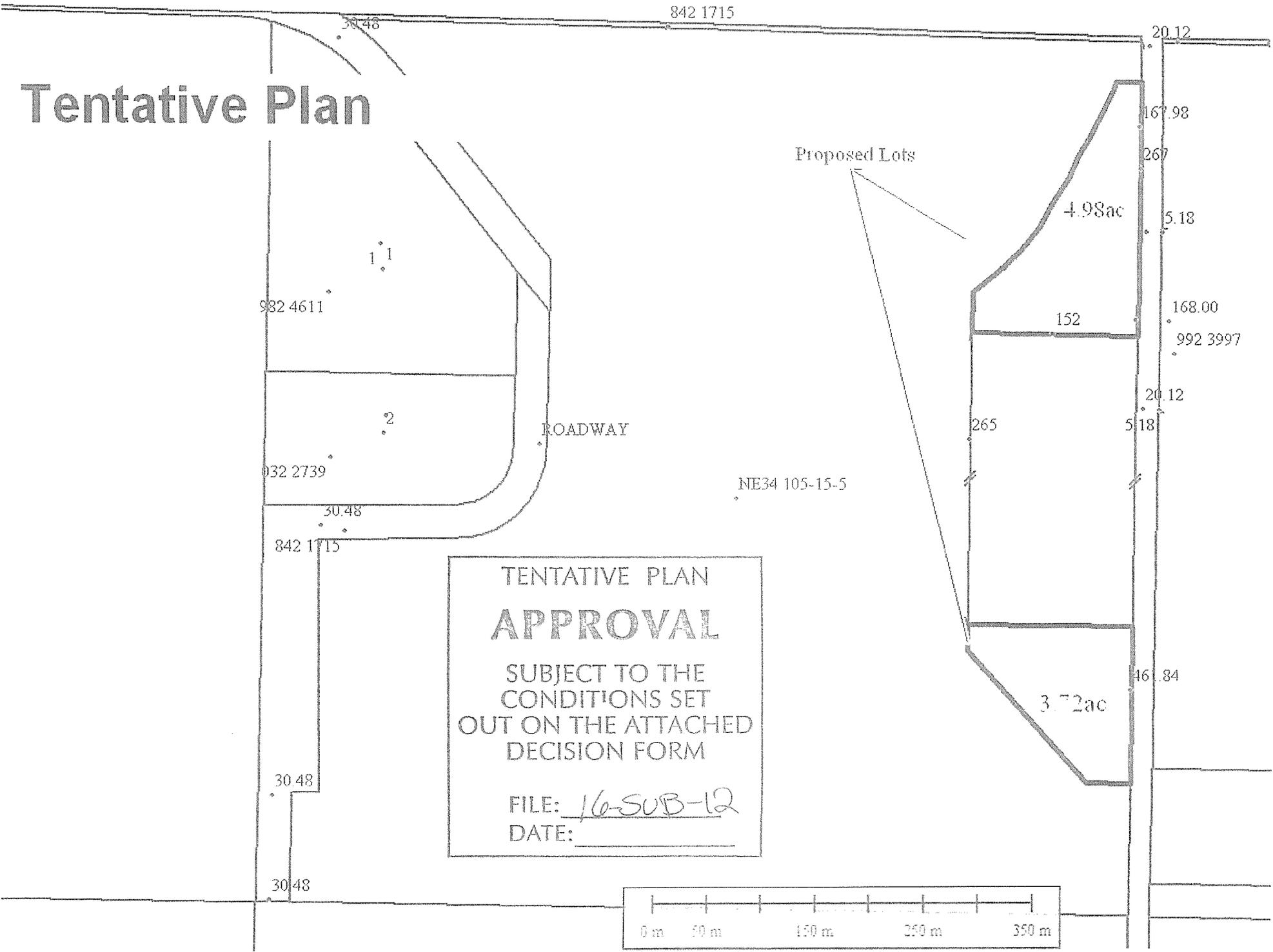
Please contact your surveyor to determine if the Land Titles Office will accept a Descriptive Plan or a Plan of Survey for registration. Please ensure that the Alberta Land Surveyor that you contact fully explains the advantages or disadvantages of a plan of survey versus a descriptive plan.



\_\_\_\_\_  
Municipal Planning Commission

Nov 24, 2018  
DATE

# Tentative Plan

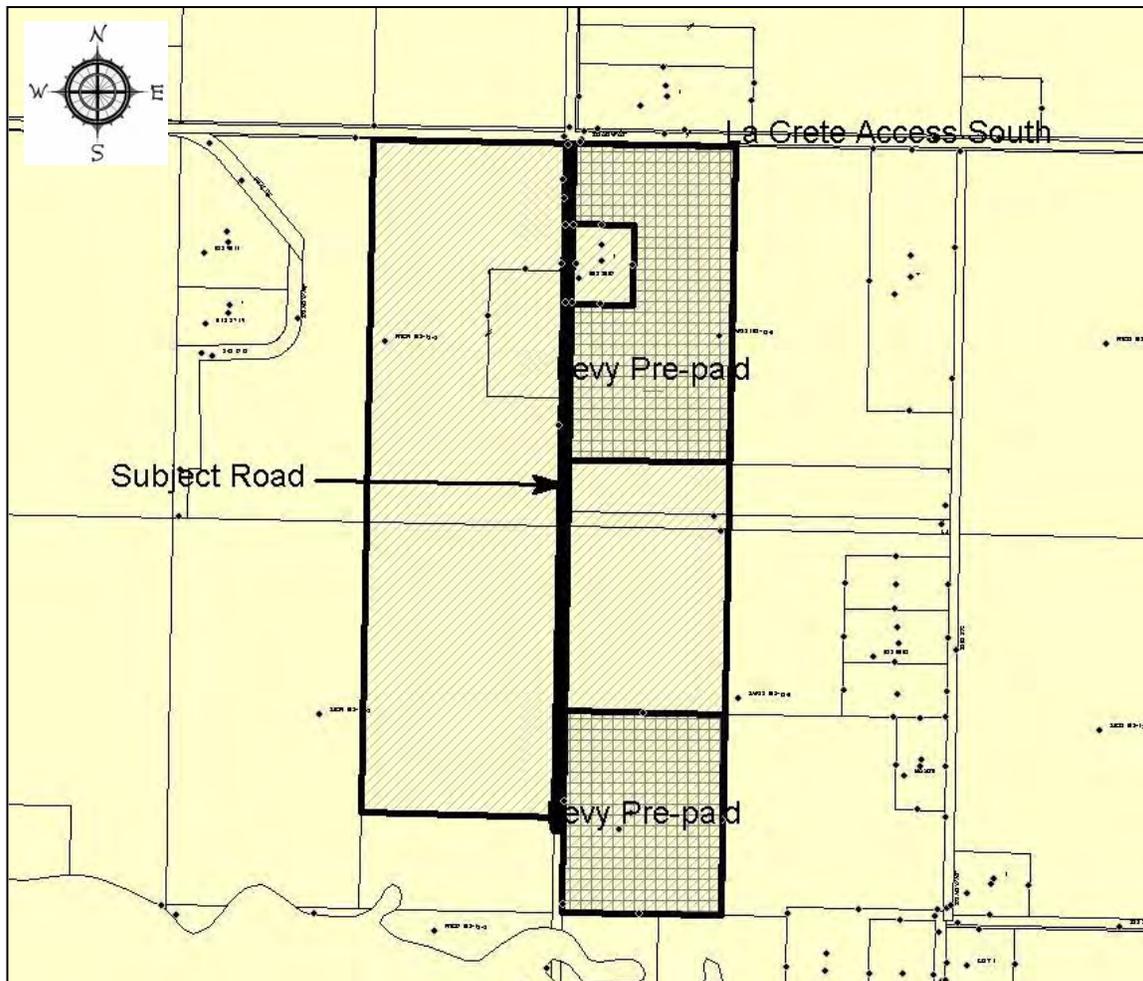


TENTATIVE PLAN  
**APPROVAL**  
SUBJECT TO THE  
CONDITIONS SET  
OUT ON THE ATTACHED  
DECISION FORM  
FILE: 16-SUB-12  
DATE: \_\_\_\_\_

**BYLAW NO. 780-10**

**SCHEDULE "A"**

1. The off-site levy shall be imposed on the residential parcels according to the Service Area as follows:



**BYLAW NO. 780-10**

**SCHEDULE "B"**

2. That the off site levy be imposed on the following areas:

<b>Land Location</b>	<b>Serviceable Acres</b>
NE 34-105-15-W5M	68.1
SE 34-105-15-W5M	59.84
<b>NW 35-105-15-W5M (PREPAID)</b>	<b>48.26</b>
Part of NW 35-105-15-W5M	8.69
Part of NW 35-105-15-W5M	2.39
Part of SW 35-105-15-W5M	31.46
Part of SW 35-105-15-W5M (Plan 012 1774, Lot 1) <b>(PREPAID)</b>	<b>34.47</b>
Part of NE 34-105-15-W5M	9.96
Part of NW 35-105-15-W5M (Plan 992 3997, Block 1, Lot 1)	5.07
<b>TOTAL</b>	<b>268.24 acres</b>
<b>TOTAL MINUS PREPAID ACRES</b>	<b>185.51 acres</b>





**KEY PLAN SHOWING  
PROPOSED SUBDIVISION  
OF PART OF  
S.W. 1/4 Sec. 35 Twp. 105 Rge. 15 W. 5M.  
MACKENZIE COUNTY**



Imagery: © 2014 Valtus Imagery Services a division of Northwest Geomatics, all rights reserved. Date of Photography: 2012

**LEGEND:**

Measurements are in metres and decimals thereof  
Proposed subdivision shown bounded thus   
Containing: 1.95 ha. (4.82 ac.)

Calculated point shown thus   
Statutory iron post found shown thus

A search of the AER records for abandoned wells was completed on Sept. 8, 2014 and none exist within the subject parcel.

- ac. .... Acre
- AER ..... Alberta Energy Regulator
- C.of T. .... Certificate of Title
- ha ..... Hectare
- M. .... Meridian
- N., S., E., W. ... North, South, East and West
- No. .... Number
- Rge. .... Range
- Sec. .... Section
- Twp. .... Township



GRANDE PRAIRIE ALBERTA  
780-832-4801

No.	DATE	REVISION / ISSUED
0	SEPT 9, 2014	- PLAN ISSUED
SURVEYED BY: S.M.		CALC'D BY: C.D.S.
DRAWN BY: D.J.M.		
CHECKED BY: I.D.C.		PAGE: 1 of 3
		DWG: G-0278-14-TSB

N.W.1/4 Sec. 35-105-15 W.5M. C.of T.

**TENTATIVE PLAN  
APPROVAL**  
SUBJECT TO THE  
CONDITIONS SET  
OUT ON THE ATTACHED  
DECISION FORM

FILE: **42-SUB-14**  
DATE: **Sept 29, 2014**

LOT 6  
BLOCK 1  
PLAN 132 2341

LOT 4  
BLOCK 1  
PLAN 022 0608

LOT 3  
BLOCK 1  
PLAN 022 0608

LOT 2  
BLOCK 1  
PLAN 022 0608

**35**  
105-15-5

S.E.1/4 Sec. 35-105-15 W.5M.

S.E.1/4 Sec. 34-105-15 W.5M.

20.12 GOVERNMENT ROAD ALLOWANCE

LOT 1  
PLAN 012 1774

S.W.1/4 Sec. 35-105-15 W.5M.

LOT 5  
BLOCK 1  
PLAN 032 2876

269°19'50"  
104.34

**LOT 8  
BLOCK 1**  
(1.95 ha.)

179°21'55"  
186.84

89°28'55"  
104.34

LOT 3  
BLOCK 1  
PLAN 982 3814

359°21'55"  
20.00

EASEMENT No. 012 121 322

310.01  
269°28'55"

LOT 1  
BLOCK 1  
PLAN 072 0852

269°28'55"  
17.97

LOT 2  
BLOCK 1  
PLAN 072 0852

ROAD PLAN  
882 2935

359°21'55"  
19.97

LOT 1  
PLAN 892 2718

N.W.1/4 Sec. 26-105-15 W.5M.

C.of T.

**KEY PLAN SHOWING  
PROPOSED SUBDIVISION  
OF PART OF**

**S.W.1/4 Sec.35 Twp.105 Rge.15 W.5M.**

**MACKENZIE COUNTY**



**LEGEND:**

Measurements are in metres and decimals thereof.  
Proposed subdivision shown bounded thus ———  
Containing: 1.95 ha. (4.82 ac.)

Calculated point shown thus   
Statutory iron post found shown thus

ac. .... Acre  
AER ..... Alberta Energy Regulator  
C.of T. .... Certificate of Title  
ha. .... Hectare  
M. .... Meridian  
N., S., E., W. .... North, South, East and West  
No. .... Number  
Rge. .... Range  
Sec. .... Section  
Twp. .... Township

A search of the AER records for abandoned wells was completed on Sept. 8, 2014 and none exist within the subject parcel.

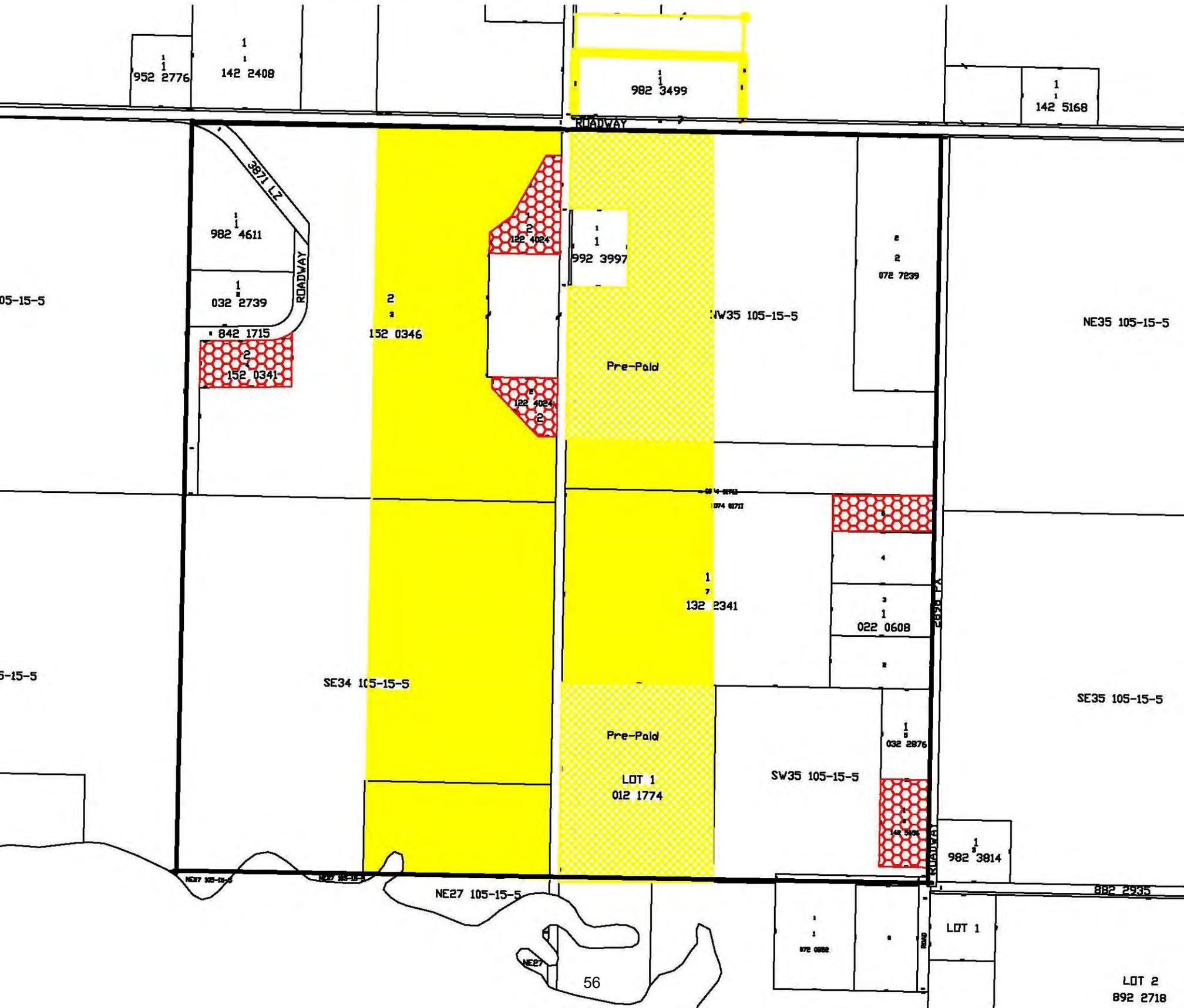


GRANDE PRAIRIE ALBERTA  
780-832-4801

No.	DATE	REVISION / ISSUED
0	SEPT 9, 2014	- PLAN ISSUED
SURVEYED BY: S.M		CALCD BY: C.D.S
DRAWN BY: D.J.M		
CHECKED BY: I.D.C		PAGE: 2 of 3
DWG: G-0278-14-TSB		

Yellow area is Bylaw 780-10

Red areas are the recent Subdivisions since Bylaw 780-10









Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>June 22, 2015</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Chief Administrative Officer</b>
<b>Title:</b>	<b>Policy FIN025 Purchasing Authority Directive and Tendering Process</b>

## **BACKGROUND / PROPOSAL:**

Council established FIN025 Purchasing Authority Directive and Tendering Process Policy.

## **OPTIONS & BENEFITS:**

At their June 10 meeting, Council amended the PW018 Hiring of Private Equipment Policy by including the following:

8. *Contractors without a valid COR/SECOR shall be paid 70% of the current years Alberta Road Builders Rates. The Purchasing Authority Directive and Tendering Process Policy applies.*
  
9. *Contractors with a valid COR/SECOR shall be paid 80% of the current years Alberta Road Builders Rates.*

Administration would like to bring to Council's attention that many of the County's smaller local contractors still do not have the required certification to be hired under the current County policies. The County changed its policy about four years ago to hire only COR/SECOR certified businesses, subsequently amending it giving permission to hire contractors without COR/SECOR for works up to \$5,000 or in emergency situations. In the last four years, a number of contractors have obtained their certifications and a number intended to but did not achieve this certification for unknown reasons. The County continued hiring smaller contractors that proved a letter of intent regarding their enrollment in the program. Since many of them still do not have COR/SECOR certification, the County will have a number of business that we no longer will hire. While it is not the County's responsibility to ensure these smaller contractors

**Author:** J. Whittleton      **Reviewed by:** \_\_\_\_\_      **CAO:** JW

obtain their certification, administration is asking that Council considers giving them a chance to continue obtaining work through the County.

The following amendment to the FIN025 Purchasing Policy Directive is proposed:

**DELETE:**

- e) ~~Effective August 1, 2012; COR/SECOR is required for all tenders, with the exception of Waste Transfer Station Operators and Campground Caretakers. Exceptions may be made for work under \$5,000, or for emergent situations, as authorized by the Chief Administrative Officer.~~

**REPLACE WITH:**

**OPTION 1:**

- e) Effective June 22, 2015 – June 21, 2016

A contractor shall be required to have COR/SECOR certification for all municipal works whereby the contractor is considered “the prime contractor” as per the Occupational Health and Safety Act.

For the municipal works whereby a contractor is not considered “the prime contractor” as per the Occupational Health and Safety Act, preference may be given to the contractors that hold COR/SECOR and consideration may be given to contractors that are not certified. When engaging a non-certified contractor, the County will follow the applicable safety orientation procedures as required under the Occupational Health and Safety Act for the respective projects/works and/or internal safety policies and procedures.

Effective June 22, 2016

COR/SECOR shall be required for all contractors that intend to obtain work through the County.

**OPTION 2:**

- e) A contractor shall be required to have COR/SECOR certification for all municipal works whereby the contractor is considered “the prime contractor” as per the Occupational Health and Safety Act.

For the municipal works whereby a contractor is not considered “the prime contractor” as per the Occupational Health and Safety Act, preference may be given to the contractors that hold COR/SECOR and consideration may be given to contractors that are not certified. When engaging a non-certified contractor, the County will follow the applicable safety orientation procedures as required under the Occupational Health and Safety Act for the respective projects/works and/or internal safety policies and procedures.

**Author:** J. Whittleton      **Reviewed by:** \_\_\_\_\_      **CAO:** JW

**COSTS & SOURCE OF FUNDING:**

Since there are a large number of non-certified contractors, the County may incur higher costs to bring certified contractors from other locations. This also means that the local contractors that do a good job will not benefit from potential work through the County.

**SUSTAINABILITY PLAN:**

NA

**COMMUNICATION:**

All approved changes will be advertised in the Big Deal Bulletin and on the County's social media.

**RECOMMENDED ACTION:**

- Simple Majority       Requires 2/3       Requires Unanimous

For discussion.

Author: J. Whittleton      Reviewed by: \_\_\_\_\_      CAO: JW

## Mackenzie County

<b>Title</b>	<b>Purchasing Authority Directive and Tendering Process</b>	<b>Policy No:</b>	<b>FIN025</b>
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<b>Legislation Reference</b>	<b>Municipal Government Act, Section 209 and 248 (1) and Part 5</b>
------------------------------	---------------------------------------------------------------------

<b>Purpose</b> <ul style="list-style-type: none"><li>• To provide Council and municipal employees with a clear understanding of purchasing authority, what that purchasing authority is, and the process in which the municipality is committed to an expenditure, and approval for payment of such an expenditure.</li><li>• To establish a policy for the tendering for the supply of goods and services and the subsequent opening and award of contracts.</li></ul>
-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

### **Policy Statement, Definitions and General Guidelines**

#### **1. Policy Statement**

Policy will provide guidelines for the purchase of goods and services and for the tendering process.

#### **2. Definitions**

##### **Recurring expenditure:**

- For the purpose of this policy, “Recurring” expenditures shall include items such as utilities, telephone, lease payments, contract payments, payroll or items as identified by the Chief Administrative Officer (examples of non-recurring expenditure: traveling, training & education).

##### **Tender:**

- For the purpose of this policy, “tender” means an invitation to tender, bid, quotations and requests for proposals.

##### **Bidder:**

- For the purpose of this policy, “bidder” means a person, groups of persons, corporation or agency that submits a tender for the supply of goods and/or services to the municipality.

##### **Local Supplier:**

- For the purpose of this policy, “local supplier” means a business located within the Mackenzie County including Towns of High Level and Rainbow Lake.

**Council:**

- For the purpose of this policy, “Council” means Council as whole.

**Designated Officer:**

- For the purpose of this policy, “Designated Officer” means an individual or individuals as described in the MGA.

**COR:**

- The Certificate of Recognition (COR) in safety is issued to employers who develop and implement health and safety programs that meet established standards. COR is an essential component of WCB's Partners in Injury (PIR) program. Certificates for the Alberta construction industry are issued by the Alberta Construction Safety Association and are co-signed by Alberta Human Resources and Employment.

**SECOR**

- Small employer COR. Specifically designated for organizations with 10 employees or less.

**3. Responsibilities**

**Chief Administrative Officer (CAO) and/or Designated Officer will:**

- a) Provide requisition forms and procedures to support the implementation of this policy.
- b) Reserve the right to remove or amend the purchasing authority for any staff position of the municipality.

**Chief Administrative Officer (CAO) and/or Designated Officer and the Reeve and/or Deputy Reeve will:**

- c) Be the signatories required on all contract and agreement documents for purchases approved by Council.

**Director of Finance will:**

- d) Provide procedures for the processing of invoices and statements.
- e) Provide procedures for the recording of purchases into inventory.
- f) Provide procedures for the recording of capital assets additions.
- g) Provide the capital budget projects codes annually and as required.
- h) Provide capital and operating income statements at no less than monthly frequency and reasonably upon request to the department heads for their review to supplement spending monitoring.

**CAO, Directors and Managers will:**

- i) Ensure that all tendering and purchasing complies with this policy.
- j) Ensure the proper coding of their departmental invoices to operating and capital codes.

- k) Review the monthly capital and operating income statements and provide comments for the monthly variance report prepared for Council by the Finance Department.

**4. Purchasing from Local Suppliers**

Council recognizes that it is in the best interest of the region to encourage local supply of required goods and services and is therefore committed to purchasing, where permitted, from the local suppliers where costs and quality are competitive and comparable, considering travel time, specifications and investment in local communities.

**Purchasing Authority**

**5. List of positions authorized to commit expenditures on behalf of the municipality with the maximum amounts those positions are authorized to commit:**

a)	Chief Administrative Officer	As approved by Budget
	Director of Finance	\$10,000
	Director of Community Services & Operations (North)	\$10,000
	Director of Facilities & Operations (South)	\$10,000
	Director of Planning & Development	\$10,000
	Manager of Legislative and Support Services	\$10,000
	Utilities Manager	\$10,000
	Zama Site Manager	\$10,000
	Agricultural Field Man	\$10,000

b) Delegated Expenditure Authority:

Other municipal employees may make purchases under a written authorization of their respective directors, providing these expenditures have been approved in the current budget and they are not exceeding the maximum allowable commitment amounts for the respective department head positions. All written authorizations are to be approved (prior) by the CAO or by the Designated Officer. The Finance Department will receive the original approved written authorizations, and will maintain an up to date list of delegated expenditure authorities.

## **6. Spending Authority in a Disaster Situation**

- a) In a disaster situation, defined by the Chief Administrative Officer or the Director of Disaster Services, authority is granted to spend up to \$50,000 without the need to tender on the sole authority of the Chief Administrative Officer or the Director of Disaster Services. During the disaster, spending in excess of \$50,000 is to be approved by Reeve or Deputy Reeve, or in absence of both, any Councillor, and the Chief Administrative Officer or the Director of Disaster Services without the need to tender.

## **7. Regulations**

Notwithstanding the above authorizations, the following regulations shall apply:

- a) No expenditure or total of such expenditures shall exceed the approved budget amount of each general ledger code without prior authorization of the CAO or Council.
- b) Where a required purchase exceeds the authority noted above, approval of such purchase shall be obtained from the CAO or Council prior to the commitment of the purchase. Approval is deemed to be given when the CAO signs and dates the purchase order requiring approval.
- c) It shall be the responsibility of each individual preparing a purchase order to know the estimated amount and not to exceed his/her limit or budget; the individual requesting approval must identify available funds for the required expenditure.
- d) It shall be the responsibility of each department head to assure that an invoice is coded to the correct general ledger code. At no time is an expenditure to be coded to another department/function to which it does not belong.
- e) Where expenditures are recurring the CAO shall review and approve such expenditures for payment. Should a department head request that recurring expenditures are required and approved by him/her prior to payment, that department head shall advise the CAO in writing of such requests identifying what recurring expenditures he/she wishes to review.

## **8. Tendering Process and Proposal Call Process**

- a) Tenders shall be requested from not less than the number of sources listed below, all tender documents to be retained for a period of not less than two years and copies to be submitted to the Finance Department. In addition, the following criteria shall be used for determining if Council decision is required in awarding a tender:

<b>Purchase Scale</b>	<b>Minimum Approval Level on Invoice for Budgeted Expenditures</b>	<b>Tender Requirement</b>	<b>Council Approval Requirement</b>
Up to \$500	Leadhand or Controller via written authorization from an appropriate Director	Phone quotes or catalog pricing are encouraged to compare prices	No
>\$500 to \$5,000	Leadhand or Controller via written authorization from an appropriate Director and Directors	Phone quotes or catalog pricing for price comparison is required	No
>\$5,000 to \$10,000	Directors	Three written quotations	No
>\$10,000 to \$74,999 for goods and materials; and  >\$10,000 to \$199,999 for construction projects	Directors and CAO	Three written quotations	No
\$75,000 and up for goods and materials; and \$200,000 and up for construction projects	Directors and CAO	Open advertised tenders or proposal as approved by Council and as per New West Partnership Trade Agreement (NWPTA)	Yes (tender contract to be signed by CAO and Reeve)

- b) Where tenders are received that do not comply with Section 8(a), or where three (3) tenders cannot be obtained, the tenders received will be accepted provided that:
- i. Tenders or quotes have been requested from local suppliers of the goods or services required for goods and materials under \$74,999 and for construction projects under \$199,999,
  - ii. Tenders received which are believed to reflect a fair market price based on the conditions of the request for quotes, and
  - iii. The successful bidder is capable of providing the goods or services as per the conditions of the request for tender or quote.
- c) Where the nature of the services required does not provide for public the competition necessary for the tendering process, Council may by resolution, or the CAO in writing, provide for special tendering and award processes. Examples of these are invitational tenders, legal, architectural and engineering services, accommodations.
- d) No tenders are required when group-purchasing programs are utilized (AAMD&C and AUMA group purchases), but periodic price check must be

conducted.

- e) Standing quotations may be obtained and used to satisfy the requirements in Section 8(a) for the time period the vendor agrees to honour the quotation.

## **9. Request for Tender Process (excludes quotes)**

- a) Sealed tenders shall be processed in the following manner:
  - i. Sealed tenders to be received marked in the specified manner prior to the designated tender closing. Each tender must be time and date stamped upon receipt and must be kept confidential in a secure place.
  - ii. The sealed tender will be considered invalid if opened prior to the public opening, or if the contents are disclosed to any municipal staff member prior to the public opening.
  - iii. The tender opening shall be held at the Fort Vermilion Corporate office in a presence of CAO or designated officer or Council and be recorded using a Tender Document Form.
  - iv. A summary of the tender opening shall be included in the council meeting minutes.
- b) Withdrawal of a sealed or written tender will only be accepted prior to deadline for receipt of tenders. The request to withdraw the tender must be received in writing.

## **10. Information to Bidder**

- a) Each request for a sealed tender shall provide a clearly defined description of the goods or services required by the municipality, and shall include a statement that the terms of this policy shall apply to each tender.
- b) If additional information is developed during the request for sealed or written tenders, due to meetings, questions raised, or changes in specifications, this information shall be forwarded in writing to all bidders.
- c) Where telephone quotations or written quotes are requested, staff shall ensure that the same information and deadline is given to each person quoting.
- d) No information regarding tenders or bidders will be released until a tender has been closed. Details of a specific tender are not to be disclosed in accordance with the Freedom of Information and Protection of Privacy Act. The name of a bidder, the date of a tender, the unit or lump sum price may be disclosed.

## **11. Security, Bonding and Other Requirements**

- a) Prior to awarding of the contract, all security, insurance, and if required naming

the Municipality as an additional insured, and Workers Compensation Board requirements as required at the closing time of the tender, shall be in place.

- b) A bid deposit will be forfeited to the municipality if the successful bidder fails to accept the award of tender within 15 days after award of tender.
- c) A Performance Bond or equitable security is required and the successful bidder shall submit it to the municipality following the award of tender, within the time specified, and the municipality shall retain the Performance Bond until the terms of the tender are complete. The Performance Bond will be forfeited to the municipality if the successful bidder fails to comply with the terms and conditions of the award.

A Performance Bond must be obtained for all projects per the following threshold:

Road Infrastructure Projects	Water/Sewer Infrastructure (underground construction)	Buildings
\$200,000 and up	\$75,000 and up	\$100,000 and up

- d) All security and bonding documents shall be held in a safe at the Fort Vermilion Corporate Office.

~~e) Effective August 1, 2012, COR/SECOR is required for all tenders, with the exception of Waste Transfer Station Operators and Campground Caretakers. Exceptions may be made for work under \$5,000, or for emergent situations, as authorized by the Chief Administrative Officer.~~

e) A contractor shall be required to have COR/SECOR certification for all municipal works whereby the contractor is considered “the prime contractor” as per the Occupational Health and Safety Act.

For the municipal works whereby a contractor is not considered “the prime contractor” as per the Occupational Health and Safety Act, preference may be given to the contractors that hold COR/SECOR and consideration may be given to contractors that are not certified. When engaging a non-certified contractor, the County will follow the applicable safety orientation procedures as required under the Occupational Health and Safety Act for the respective projects/works and/or internal safety policies and procedures.

- f) Administration will maintain an approved list of contractors.

## 12. Analysis of Tenders

- a) The following factors, presented without any priority, may be used to evaluate all bids received:
  - i. **Price**, based on the same FOB location, same currency including goods and services tax, and with discounts applied.

- ii. **Record** of a bidder's previous performance on quality, experience, service, delivery and safety.
  - iii. **Ability** of the bidder to meet the requirements of the tender regarding quality, specifications, delivery and service.
  - iv. **Standardization** of goods to reduce inventory and future costs.
  - v. **Bulk Purchasing**, through larger quantities, cumulative quantities or bulk packaging.
  - vi. **Life Cycle Costs** of goods or services.
- b) The municipality reserves the right to reject any and all tenders for any cause, to award tenders based on conditions other than price, or to reject all tenders without cause.
- c) The municipality shall not accept tenders, quotations or the supply of services from contractors or suppliers of services who have initiated litigation against the municipality, for a period of one year after the litigation is resolved.

### 13. Contingency Allowances

- a) Contingency allowances may only be spent to meet the costs of unexpected site conditions, which prevent the contractor from meeting the project specifications as approved by Council.
- b) Contingency allowances and unspent project funds may only be applied to changes in project specifications and approved by CAO or designated officer or Council.

	<b>Date</b>	<b>Resolution Number</b>
<b>Approved</b>	11-Dec-07	07-12-1120
<b>Amended</b>	09-Dec-08	08-12-979
<b>Amended</b>	30-Mar-11	11-03-278
<b>Amended</b>	12-Dec-11	11-12-970
<b>Amended</b>	09-Oct-12	12-10-650
<b>Amended</b>	30-Jan-15	15-01-058





Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>June 22, 2015</b>
<b>Presented By:</b>	<b>Mark Schonken, Interim Director of Finance</b>
<b>Title:</b>	<b>Request to Waive Penalties – Tax Roll 082612</b>

**BACKGROUND / PROPOSAL:**

The owners of tax roll 082612 signed up for preauthorized payments on their property taxes on January 31, 2014. When the January payment was processed an error occurred and it was incorrectly processed to tax roll 082512.

The error was not corrected and as a result, the subsequent payments were also incorrectly processed to tax roll 082512; this also resulted in tax roll 082612 accruing penalties.

We notified the owner of roll 082512 regarding the error and the correct amount of taxes outstanding.

**OPTIONS & BENEFITS:**

Option 1: Decline the request to waive the penalties with no cost to the County.

Option 2: Waive the penalties which will reduce the operating revenue by \$926.20.

**COSTS & SOURCE OF FUNDING:**

If option 2 is pursued, the funding would come from the General Operating budget.

**SUSTAINABILITY PLAN:**

N/A

**Author:** N Croy      **Reviewed by:** M Schonken      **CAO:** JW

**COMMUNICATION:**

Both parties will be notified by letter of Council's decision.

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the request to waive penalties for tax roll 082612 in the amount of \$926.20 be approved.

**Author:**   N Croy        **Reviewed by:**   M Schonken        **CAO:**   JW



Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>June 22, 2015</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Chief Administrative Officer</b>
<b>Title:</b>	<b>Requests to Reduce Tax</b>

## **BACKGROUND / PROPOSAL:**

### **Cancellation, reduction, refund or deferral of taxes**

Section 347(1) of the MGA reads as follows:

*347(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.*

The County's legal counsel advised:

*"The important "pre-condition" to granting a reduction, cancellation or deferral is that council must be able to justify that it is "equitable to do so". Any reduction, cancellation, or deferral of current taxes or tax arrears must be "equitable" having regard for what is fair and just for all taxpayers of the municipality in respect of the tax burden. Equity, in this context, requires that similarly-situated persons or entities receive the same treatment.*

*Section 347 empowers a municipality to extend the specified tax relief to individual properties or to an entire class of taxable property. A municipality may not extend this tax relief to one or more subclasses within a taxable class, or on the basis of any criterion other than taxable class, unless the relief is extended specifically to an individual property.*

**Author:** J Whittleton      **Reviewed by:** \_\_\_\_\_      **CAO:** JW

*Only tax arrears or current taxes may be the subject of relief under section 347. Section 347 does not empower municipalities to grant the specified relief on future taxes as this would fetter the discretion of future councils. “*

**OPTIONS & BENEFITS:**

Please see the attached written requests to reduce taxes.

**COSTS & SOURCE OF FUNDING:**

If reductions are granted, the amount equivalent to the reduction will be recorded as Tax Cancellation/Write-offs (administrative expense).

**SUSTAINABILITY PLAN:**

NA

**COMMUNICATION:**

The owners will be notified of Council's decision.

**RECOMMENDED ACTION:**

- Simple Majority
- Requires 2/3
- Requires Unanimous

For discussion.

Author: J Whittleton Reviewed by: \_\_\_\_\_ CAO: JW

**From:** [Dick And Kathy](#)  
**To:** [Joulia Whittleton](#)  
**Subject:** NE 28,108,05,5 Kathleen Meston tax roll #074356  
**Date:** Tuesday, June 16, 2015 8:12:26 PM

---

>  
>  
> To: taxation@mackenziecounty.com  
> Subject: For Walter Sarapuk, Ward 8, Councillor  
>  
> Re: NE28, sec 108, Twp. 05, rge 5 Kathleen J. Meston 1.06 acres  
>  
> Dear Ms Whittleton

This email was originally sent to Mr. Walter Serapuk, and has been amended.

> This letter is in reference to our discussion of today (June 16), on my property at Little Red River.  
> As I explained, this one acre parcel of land was purchased by my family from the HBC in the mid 1940's; the dates of which I'm not sure of, since I was very young. The land lies adjacent to the site of the old HBC post, and my father was contracted to haul freight by river from The Fort, and overland around the Vermilion chutes, then into Little Red and communities downstream. I was boarded in Fort Vermilion to attend school. The property used to have a house and outbuildings, but on our last visit by chartered aircraft, in the early 1990's, everything had been torn down, and the lumber transported over to John D'or Prairie. The land holds special significance to me and my family, as it's part of my heritage, and we'd like to keep it for our great grandson, who incidentally, is a 6th generation Albertan.  
> My husband and I are in our 70's and to pay the huge increase in tax is a hardship for us. We feel that this increase is excessive, particularly in view of the fact that the village no longer exists, there are no services, no buildings, and no way to access the property, except by river or air.

Since the land designation cannot be changed, I Would like to request that perhaps, the County could make an adjustment in the amount of tax that is owed. We would feel comfortable in paying \$75.00 to \$100.00, which would more accurately reflect the actual value of this 1 acre piece of land.

I would appreciate if you would consider my request and advise me of your decision.

I can be reached at dkmeston@telus.net or phone number 250-337-5985.

Thank you for your consideration of this matter.

> Sincerely  
Kathleen Meston  
4754 James Crescent  
Black Creek, BC  
V9J 1E9

>  
>

**From:** [Chuck](#)  
**To:** [Joulia Whittleton](#); [Bill Neufeld](#)  
**Cc:** [Josh Knelsen](#); [Bill Neufeld](#)  
**Subject:** RE: Tax roll number 118524  
**Date:** Wednesday, June 17, 2015 8:19:05 AM

---

To Mackenzie County Council  
Fort Vermilion A.B

Tue 16 June 2015

I am requesting a change in my tax assessment for the following reasons :

The only year round access is to across the Peace River either by boat or on the ice.

There is no direct road access to any of the land in question.

There is no opportunity to establish a 12 mth. a year residence when you have school children who attend public or separate school due to unpredictable river conditions.

There is not 12 mth a year 24 hour a day access to medical facilities, fire, police service and ambulance as in other parts of the County.

These factors reduce the resale value of the land for permanent occupancy.

I appreciate that a person owning or purchasing this property would be aware of these issues.

How ever with these issues in mind the tax should be less than for land where these services are continually available.

I feel the tax rate should reflect the inability to access provided County services that rate payers who can access them have 24 hours a day 7 days a week 365 days a year .

This is a written request to council requesting a reduction in taxes due to the special circumstances listed.

Thank you for your consideration

Chuck Shipley

-----Original Message-----

From: Joulia Whittleton [<mailto:jwhittleton@mackenziecounty.com>]  
Sent: June 16, 2015 11:03 AM  
To: Chuck  
Cc: Bill Neufeld  
Subject: RE: Tax roll number 118524

Good morning Chuck,

We looked into your situation. As of 2015, Mackenzie County established a minimum tax of \$200.00 for residential properties per tax roll. If you have ten lots, you now pay \$200 in municipal tax per roll. This is the reason your tax bill has increased substantially.

You have the following options:

1. request a change in assessment due to use (for example, if the lands are used for farming, different tax rates and minimum of \$35 per tax roll will apply);
2. submit a written request to council requesting a reduction in your tax bill due to your special circumstance;
3. appeal your assessment as specified on your notice.

Please note you cannot appeal the tax rate or the min municipal tax payable established by council bylaw.

If I receive your written request by the end of today, I will include it on council agenda for their June 22nd meeting and get back to you the following date regarding their answer. Please call me at 780-927-3718 if you have questions.

Joulia Whittleton  
Chief Administrative Officer

Mackenzie County  
P.O. Box 640, Fort Vermilion, AB, T0H 1N0, Canada Direct Tel: 780.927.3719  
ext. 2223  
Tel.: 780.927.3718, Fax: 780.927.4266  
Toll Free: 1.877.927.0677  
Cell: 780.841.8343 Email: [jwhittleton@mackenziecounty.com](mailto:jwhittleton@mackenziecounty.com)

The information in this message is confidential and may be privileged, intended for the sole use of the addressee. If you are not the intended recipient of this message, any disclosure, copying, distribution or action taken or omitted in accordance with this message is prohibited. If you have received this communication in error, please destroy & delete from your computer immediately and notify us by email, fax or phone as per the above contact numbers.

-----Original Message-----

From: Chuck [<mailto:cesj00@hughes.net>]  
Sent: June-16-15 9:34 AM  
To: Joulia Whittleton  
Subject: RE: Tax roll number 118524

Good morning

I do not want the tax payment dead line to pass with out paying

Will you be able to provide me with an answer as to my last years tax bill before that ???

Thank you

CHUCK

-----Original Message-----

From: Joulia Whittleton [<mailto:jwhittleton@mackenziecounty.com>]  
Sent: May 29, 2015 7:11 PM  
To: cesj00@hughes.net  
Cc: Randy Affolder  
Subject: Fwd: Tax roll number 118524

Hi Chuck,

The county established \$200 min for property taxes, that is why your bill has increased significantly. Could you please specify what is the use of these lots?

I am also copying this email to our assessor. He will be in contact with you.

Joulia Whittleton  
Mackenzie County  
(via I-Phone)

Begin forwarded message:

From: Bill Neufeld  
<williamneufeld@gmail.com<<mailto:williamneufeld@gmail.com>>>  
Date: May 29, 2015 at 7:06:08 PM MDT  
To: Joulia Whittleton  
<jwhittleton@mackenziecounty.com<<mailto:jwhittleton@mackenziecounty.com>>>  
Subject: Fwd: Tax roll number 118524

Sent from my iPhone

Begin forwarded message:

Resent-From: bill@mackenziecounty.com<<mailto:bill@mackenziecounty.com>>  
From: Chuck <cesj00@hughes.net<<mailto:cesj00@hughes.net>>>  
Date: May 29, 2015 at 6:57:14 PM MDT  
To: MACKENZIE COUNTY  
<taxation@mackenziecounty.com<<mailto:taxation@mackenziecounty.com>>>  
Cc: josh@mackenziecounty.com<<mailto:josh@mackenziecounty.com>>, bill@mackenziecounty.com<<mailto:bill@mackenziecounty.com>>  
Subject: Tax roll number 118524

Good Day

Having been a county council in Clearwater County for a number of years I know how difficult tax decisions are.

I am requesting a review of my tax notice

Taxes increased from \$ 250.00 a year in 2014 to \$2,570.00 in 2015. This is for 10 lots on the east side of the Peace River

at Carcajou with no assemble improvements on them.

Thanks for your attention

Chuck Shipley





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>June 22, 2015</b>
<b>Presented By:</b>	<b>Mark Schonken, Interim Director of Finance</b>
<b>Title:</b>	<b>Financial Reports – January 1 to May 31, 2015</b>

## **BACKGROUND / PROPOSAL:**

The Finance Department provides financial reports to Council as per policy.

## **OPTIONS & BENEFITS:**

Please review the following financial reports for the five-month period, January 1 – May 31, 2015:

- Investment Report
- Operating Statement
- Projects Progress Report

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

N/A

## **SUSTAINABILITY PLAN:**

N/A

## **COMMUNICATION:**

N/A

**Author:** Stephanie Wiebe      **Reviewed by:** MS      **CAO:** JW

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the financial reports for the period, January 1 – May 31, 2015, be accepted for information.

**Author:** Stephanie Wiebe      **Reviewed by:** MS      **CAO:** JW

## Investment Report for May 2015

### Chequing Account on May 31, 2015

Bank account balance 1,747,887

### Investment Values on May 31, 2015

Short term investments (EM0-0377-A)	9,883,994
Short term T-Bill (1044265-26)	237,057
Long term investments (EM0-0374-A)	8,050,877
	<u><u>18,171,928</u></u>

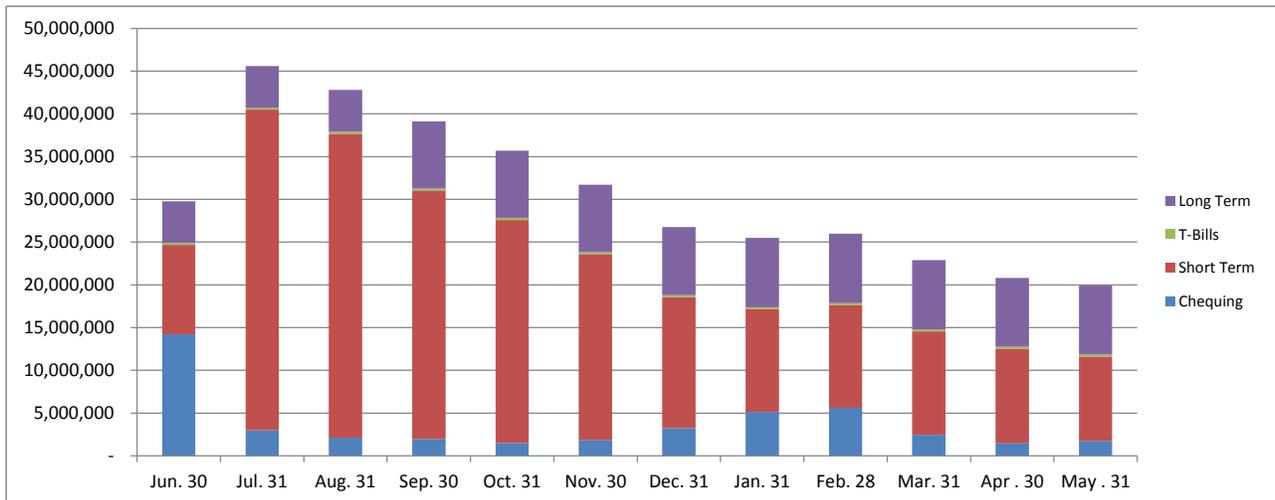
These balances include 'market value changes'.

### Revenues

	Total	Short Term	Long Term
Interest received	140,532	95,465	45,067
Interest accrued	39,593	-5,523	45,117
	<b>180,125</b>	<b>89,941</b>	<b>90,184</b>
Market value changes	35,703		60,507
Interest received, chequing account	15,536	15,529	
<b>Grand total revenues before investment manager fees</b>	<b>231,364</b>	<b>105,470</b>	<b>150,691</b>
Deduct: investment manager fees for investments	-15,715	-4,719	-10,997
<b>Grand total revenues after investment manager fees</b>	<b>215,649</b>	<b>100,752</b>	<b>139,694</b>

### Balances in the Various Accounts - Last 12 Months

	Chequing	Short Term	T-Bills	Long Term	Total
Jun. 30	14,211,420	10,458,637	235,810	4,883,676	29,789,543
Jul. 31	2,987,789	37,498,578	235,930	4,881,337	45,603,634
Aug. 31	2,138,210	35,545,833	236,050	4,886,457	42,806,551
Sep. 30	1,966,246	29,065,179	236,167	7,866,709	39,134,301
Oct. 31	1,504,669	26,084,925	236,287	7,862,312	35,688,193
Nov. 30	1,865,638	21,731,398	236,403	7,892,963	31,726,402
Dec. 31	3,231,036	15,343,781	236,524	7,956,300	26,767,641
Jan. 31	5,136,862	12,022,221	236,644	8,118,449	25,514,177
Feb. 28	5,612,524	12,024,112	236,753	8,111,304	25,984,693
Mar. 31	2,480,618	12,071,129	236,874	8,099,842	22,888,463
Apr. 30	1,454,154	11,071,639	236,991	8,042,354	20,805,138
May. 31	1,747,887	9,883,994	237,057	8,050,877	19,919,815



**MACKENZIE COUNTY  
STATEMENT OF OPERATIONS**

May 31, 2015

	2014 Actual Total	2015 Actual Total	2015 Budget	\$ Variance	% Variance
<b>OPERATIONAL REVENUES</b>					
Property taxes	\$33,960,244	\$35,383,346	\$35,424,395	\$41,049	0%
User fees and sales of goods	\$4,317,992	\$1,500,610	\$4,558,590	\$3,057,980	67%
Government transfers	\$1,867,856	\$1,157,710	\$1,336,002	\$178,292	13%
Investment income (operating)	\$422,686	\$191,818	\$350,000	\$158,182	45%
Penalties and costs on taxes	\$444,838	\$232,717	\$250,000	\$17,283	7%
Licenses, permits and fines	\$527,160	\$245,012	\$383,800	\$138,788	36%
Rentals	\$124,928	\$47,398	\$77,831	\$30,433	39%
Insurance proceeds	\$25,603			0	
Development levies	\$112,359	\$4,855		(\$4,855)	
Municipal reserve revenue	\$60,132	\$29,424	\$50,000	\$20,576	41%
Sale of non-TCA equipment	\$76,982			0	
Other	\$482,106	\$90,648	\$347,425	\$256,777	74%
<b>Total operating revenues</b>	<b>\$42,422,887</b>	<b>\$38,883,537</b>	<b>\$42,778,043</b>	<b>\$3,894,506</b>	<b>9%</b>
<b>OPERATIONAL EXPENSES</b>					
Legislative	\$616,185	\$196,090	\$781,734	\$585,644	75%
Administration	\$6,214,049	\$1,445,372	\$6,347,151	\$4,901,779	77%
Protective services	\$1,608,343	\$418,519	\$1,808,679	\$1,390,160	77%
Transportation	\$16,084,363	\$2,152,869	\$18,918,919	\$16,766,050	89%
Water, sewer, solid waste disposal	\$4,846,137	\$759,079	\$4,888,386	\$4,129,307	84%
Public health and welfare (FCSS)	\$693,797	\$405,440	\$699,841	\$294,401	42%
Planning, development	\$1,054,417	\$364,843	\$1,116,749	\$751,906	67%
Agriculture and veterinary	\$1,315,747	\$353,559	\$1,652,736	\$1,299,177	79%
Recreation and culture	\$2,009,584	\$624,357	\$2,188,034	\$1,563,677	71%
School requisitions	\$6,306,111	\$1,574,514	\$6,535,310	\$4,960,796	76%
Lodge requisitions	\$490,719		\$783,885	\$783,885	100%
Non-TCA projects	\$379,279	\$211,587	\$2,094,122	\$1,882,535	90%
<b>Total operating expenses</b>	<b>\$41,618,731</b>	<b>\$8,506,230</b>	<b>\$47,815,546</b>	<b>\$39,309,316</b>	<b>82%</b>
<b>Excess (deficiency) before other</b>	<b>\$804,156</b>	<b>\$30,377,307</b>	<b>(\$5,037,503)</b>	<b>(\$35,414,810)</b>	<b>703%</b>
<b>CAPITAL REVENUES</b>					
Government transfers for capital	\$8,481,362	\$593,833	\$14,231,923	\$13,638,090	96%
Other revenue for capital	\$1,401,131	\$100	\$628,800	\$628,700	100%
Proceeds from sale of TCA assets	\$553,000	\$32,507	\$525,403	\$492,896	94%
	<b>\$10,435,493</b>	<b>\$626,440</b>	<b>\$15,386,126</b>	<b>\$14,759,686</b>	<b>96%</b>
<b>EXCESS (DEFICIENCY) - PSAB Model</b>	<b>\$11,239,649</b>	<b>\$31,003,747</b>	<b>\$10,348,623</b>	<b>(\$20,655,124)</b>	<b>-200%</b>
Convert to local government model					
Remove non-cash transactions	\$8,244,062		\$10,452,577	\$10,452,577	100%
Remove revenue for capital projects	(\$10,435,493)	(\$626,440)	(\$15,386,126)	(\$14,759,686)	96%
Long term debt principle	\$2,090,929	\$269,214	\$1,669,369	\$1,400,155	84%
Transfers to/from reserves	\$6,907,287		\$3,745,705	\$3,745,705	100%
<b>EXCESS (DEFICIENCY) - LG Model</b>	<b>\$50,001</b>	<b>\$30,108,093</b>	<b>0</b>	<b>(\$30,108,093)</b>	

Mackenzie County  
Summary of All Units  
For the Five Months Ending May 31, 2015

	2014 Actual Total	2015 Actual Total	2015 Budget	\$ Variance	% Variance
<b>OPERATING REVENUES</b>					
100-Taxation	\$33,718,682	\$35,189,197	\$35,153,924	(\$35,273)	0%
124-Frontage	\$354,997	\$194,148	\$270,471	\$76,323	28%
420-Sales of goods and services	\$732,370	\$198,322	\$623,595	\$425,273	68%
421-Sale of water - metered	\$2,715,197	\$952,865	\$3,011,440	\$2,058,575	68%
422-Sale of water - bulk	\$870,425	\$349,424	\$923,555	\$574,131	62%
424-Sale of land	\$45,956	\$1		(\$1)	
510-Penalties on taxes	\$444,838	\$232,717	\$250,000	\$17,283	7%
511-Penalties of AR and utilities	\$49,657	\$20,682	\$40,000	\$19,318	48%
520-Licenses and permits	\$49,296	\$27,745	\$32,800	\$5,055	15%
521-Offsite levy	\$112,359	\$4,855		(\$4,855)	
522-Municipal reserve revenue	\$60,132	\$29,424	\$50,000	\$20,576	41%
526-Safety code permits	\$369,776	\$148,985	\$275,000	\$126,015	46%
525-Subdivision fees	\$55,162	\$22,738	\$30,000	\$7,262	24%
530-Fines	\$38,974	\$39,605	\$36,000	(\$3,605)	-10%
531-Safety code fees	\$13,952	\$5,938	\$10,000	\$4,062	41%
550-Interest revenue	\$533,261	\$159,167	\$350,000	\$190,833	55%
551-Market value changes	(\$110,574)	\$32,651		(\$32,651)	
560-Rental and lease revenue	\$124,928	\$47,398	\$77,831	\$30,433	39%
570-Insurance proceeds	\$25,603			0	
592-Well drilling revenue	\$103,826	\$11,114	\$50,000	\$38,886	78%
597-Other revenue	\$165,028	\$34,010	\$159,000	\$124,990	79%
598-Community aggregate levy	\$92,623	\$13,390	\$75,000	\$61,610	82%
630-Sale of non-TCA equipment	\$76,982			0	
790-Tradeshaw Revenues	\$25,016	\$11,450	\$23,425	\$11,975	51%
830-Federal grants				0	
840-Provincial grants	\$1,867,856	\$1,157,710	\$1,336,002	\$178,292	13%
890-Gain (Loss) Penny Rounding	\$0	\$0		(\$0)	
990-Over/under tax collections	(\$113,435)			0	
<b>TOTAL REVENUE</b>	<b>\$42,422,887</b>	<b>\$38,883,537</b>	<b>\$42,778,043</b>	<b>\$3,894,506</b>	<b>9%</b>
<b>OPERATING EXPENSES</b>					
110-Wages and salaries	\$5,810,098	\$2,080,153	\$6,630,578	\$4,550,425	69%
132-Benefits	\$1,107,369	\$541,959	\$1,414,901	\$872,942	62%
136-WCB contributions	\$39,501	\$2,672	\$38,833	\$36,161	93%
142-Recruiting	\$10,306	\$2,134	\$20,000	\$17,866	89%
150-Isolation cost	\$66,438	\$24,077	\$78,000	\$53,923	69%
151-Honoraria	\$571,863	\$160,881	\$602,250	\$441,369	73%
211-Travel and subsistence	\$288,543	\$99,233	\$396,920	\$297,687	75%
212-Promotional expense	\$100,672	\$10,402	\$82,500	\$72,098	87%
214-Memberships & conference fees	\$99,553	\$45,591	\$137,618	\$92,027	67%
215-Freight	\$117,871	\$26,549	\$134,640	\$108,091	80%
216-Postage	\$52,064	\$12,542	\$45,800	\$33,258	73%
217-Telephone	\$128,213	\$36,447	\$131,454	\$95,007	72%
221-Advertising	\$43,806	\$10,511	\$63,850	\$53,339	84%
223-Subscriptions and publications	\$7,254	\$4,116	\$12,245	\$8,129	66%
231-Audit fee	\$116,650	\$52,000	\$72,000	\$20,000	28%
232-Legal fee	\$50,814	\$1,909	\$73,000	\$71,091	97%
233-Engineering consulting	\$122,247	\$29,327	\$256,500	\$227,173	89%
235-Professional fee	\$1,535,390	\$431,004	\$1,711,364	\$1,280,360	75%
236-Enhanced policing fee	\$265,408	\$37,150	\$297,200	\$260,050	88%
239-Training and education	\$157,583	\$18,762	\$165,273	\$146,511	89%
242-Computer programming	\$78,337	\$27,617	\$98,428	\$70,811	72%
251-Repair & maintenance - bridges	\$26,536	\$178,662	\$838,500	\$659,838	79%
252-Repair & maintenance - buildings	\$150,824	\$28,022	\$158,320	\$130,298	82%
253-Repair & maintenance - equipment	\$339,438	\$172,890	\$379,870	\$206,980	54%
255-Repair & maintenance - vehicles	\$79,638	\$15,179	\$85,800	\$70,621	82%
258-Contract graders	\$144,000	\$22,152	\$150,840	\$128,688	85%
259-Repair & maintenance - structural	\$1,636,879	\$159,840	\$1,790,370	\$1,630,530	91%
261-Ice bridge construction	\$79,564	\$66,320	\$120,000	\$53,680	45%
262-Rental - building and land	\$30,085	\$15,185	\$32,210	\$17,025	53%
263-Rental - vehicle and equipment	\$56,286	\$22,092	\$60,045	\$37,953	63%
266-Communications	\$93,611	\$46,620	\$109,892	\$63,272	58%
271-Licenses and permits	\$4,118	\$136	\$8,300	\$8,164	98%
272-Damage claims	\$285		\$5,000	\$5,000	100%
273-Taxes			\$1,000	\$1,000	100%
274-Insurance	\$279,950		\$298,960	\$298,960	100%

	2014 Actual	2015 Actual	2015	\$ Variance	% Variance
	Total	Total	Budget		
342-Assessor fees	\$260,117	\$97,725	\$263,000	\$165,275	63%
290-Election cost			\$5,000	\$5,000	100%
511-Goods and supplies	\$786,446	\$218,331	\$893,803	\$675,472	76%
521-Fuel and oil	\$920,643	\$315,444	\$905,350	\$589,906	65%
531-Chemicals and salt	\$204,158	\$62,821	\$319,100	\$256,279	80%
532-Dust control	\$698,227		\$694,018	\$694,018	100%
533-Grader blades	\$123,534	\$67,848	\$137,500	\$69,652	51%
534-Gravel (apply; supply and apply)	\$2,767,176	\$19,734	\$2,369,955	\$2,350,222	99%
535-Gravel reclamation cost	\$132,375			0	
543-Natural gas	\$132,863	\$34,266	\$122,966	\$88,700	72%
544-Electrical power	\$597,395	\$253,853	\$846,392	\$592,539	70%
710-Grants to local governments	\$1,711,647	\$288,328	\$2,287,400	\$1,999,072	87%
735-Grants to other organizations	\$2,020,465	\$970,913	\$1,891,012	\$920,099	49%
747-School requisition	\$6,306,111	\$1,574,514	\$6,535,310	\$4,960,796	76%
750-Lodge requisition	\$490,719		\$783,885	\$783,885	100%
800-Emergency Expenses				0	
810-Interest and service charges	\$39,831	\$8,732	\$36,000	\$27,268	76%
831-Interest - long term debt	\$687,927		\$621,195	\$621,195	100%
921-Bad debt expense	\$2,696		\$4,500	\$4,500	100%
922-Tax cancellation/write-off	\$1,402,310		\$50,000	\$50,000	100%
992-Cost of land sold	\$19,557			0	
993-NBV value of disposed TCA	\$771,676		\$315,993	\$315,993	100%
994-Change in inventory	(\$779,765)		\$1,197,655	\$1,197,655	100%
995-Depreciation of TCA	\$8,252,150		\$8,938,929	\$8,938,929	100%
<b>TOTAL</b>	<b>\$41,239,452</b>	<b>\$8,294,643</b>	<b>\$45,721,424</b>	<b>\$37,426,781</b>	<b>82%</b>
<b>Non-TCA projects</b>	<b>\$379,279</b>	<b>\$211,587</b>	<b>\$2,094,122</b>	<b>\$1,882,535</b>	<b>90%</b>
<b>TOTAL EXPENSES</b>	<b>\$41,618,731</b>	<b>\$8,506,230</b>	<b>\$47,815,546</b>	<b>\$39,309,316</b>	<b>82%</b>
<b>EXCESS (DEFICIENCY)</b>	<b>\$804,156</b>	<b>\$30,377,307</b>	<b>(\$5,037,503)</b>	<b>(\$35,414,810)</b>	<b>703%</b>
OTHER					
125-Connection rees		\$100		(\$100)	
830-Federal transfers for capital				0	
840-Provincial transfers for capital	\$8,481,362	\$593,833	\$14,231,923	\$13,638,090	96%
570-Insurance Proceeds				0	
575-Contributed TCA	\$1,401,131		\$298,800	\$298,800	100%
597-Other capital revenue			\$330,000	\$330,000	100%
630-Proceeds of sold TCA asset	\$553,000	\$32,507	\$525,403	\$492,896	94%
	<b>\$10,435,493</b>	<b>\$626,440</b>	<b>\$15,386,126</b>	<b>\$14,759,686</b>	<b>96%</b>
<b>EXCESS (DEFICIENCY) - PS MODEL</b>	<b>\$11,239,649</b>	<b>\$31,003,747</b>	<b>\$10,348,623</b>	<b>(\$20,655,124)</b>	<b>-200%</b>
<b>CONVERT TO LG INCOME STATEMENT</b>					
Remove non-cash transactions associated with PSAB changes					
993-NBV value of disposed TCA	\$771,676		\$315,993	\$315,993	100%
994-Change in inventory	(\$779,765)		\$1,197,655	\$1,197,655	100%
995-Amortization of TCA	\$8,252,150		\$8,938,929	\$8,938,929	100%
Remove TCA revenues					
Total of OTHER per above	(\$10,435,493)	(\$626,440)	(\$15,386,126)	(\$14,759,686)	96%
Add LTD principle paid					
832-Principle Payments	\$2,090,929	\$269,214	\$1,669,369	\$1,400,155	84%
Add/Deduct LG model TF to/from reserves					
920-Contribution from Capital Reserve	(\$3,832)			0	
930-Contributions from Operating Reserve	(\$1,605,110)		(\$2,161,676)	(\$2,161,676)	100%
940-Contribution from Capital Reserve	(\$7,764)		(\$509,645)	(\$509,645)	100%
762-Contribution to Capital (funding TCA projects)	\$2,112,492		\$4,182,026	\$4,182,026	100%
763-Contribution to Capital Reserves	\$3,678,692		\$1,735,000	\$1,735,000	100%
764-Contribution to Operating Reserves	\$2,732,808		\$500,000	\$500,000	100%
<b>EXCESS (DEFICIENCY) - LG MODEL</b>	<b>\$50,001</b>	<b>\$30,108,093</b>	<b>0</b>	<b>(\$30,108,093)</b>	

Project Name	Total costs	Costs in prior years	Costs in current year up to May 31, 2015	2015 Budget	2015 Budget Remaining on May 31, 2015	Status Update on May 31, 2015	Percentage of Completion (%)
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**Administration Department**

Signs with Flags for FV Office (CF)	6,940	6,940	-	18,060	18,060	Waiting for invoice approval	50%
LC - LC Office Heating/Cooling System	-	-	-	100,000	100,000		80%
Server Replacement	-	-	-	23,000	23,000	Building specs for server (summer 2015)	10%
FV Office Building Improvements (roof and other) (CF)	144,708	144,708	-	5,292	5,292		90%
Virtual City Hall (CF)	15,585	15,585	-	4,415	4,415	Waiting for a quote from Diamond.	80%
Office Security & Access Control	-	-	-	30,000	30,000	Summer 2015	0%
FV - Xerox Replacement	-	-	-	75,450	75,450	Reviewing options, waiting for revised quote from Xerox	0%
FV - Fireproof Storage Cabinet (Records)	-	-	-	8,000	8,000	Summer 2015	0%
Zama House Purchase	-	-	-	100,000	100,000	Investigating options	10%
LC - Library Building	-	-	-	100,000	100,000	ATB building transfer is in progress	
Automatic Generator Unit (FV) (CF)	77,000	77,000	-	11,400	11,400	Waiting on Redline to Finish Wiring	90%
Council Chamber Upgrade (CF)	-	-	-	22,500	22,500	Scheduling Work (July 2015)	0%
Zama Office Entrance (stones and a sign) (CF)	-	-	-	18,000	18,000	Planning stages - Completion due end of August	20%
Land Purchase from ESRD (CF)	42,673	42,673	-	133,328	133,328	Ongoing motion to purchase	15%
Land Purchase (South of High Level)	-	-	-	13,000	13,000	waiting on ESRD	0%
<i>Total department 12</i>			-	662,445	662,445		

**Fire Department**

LC - High Level Aerial	-	-	-	30,000	30,000	A letter is being sent to High Level	
LC - Command Unit	15,246	-	15,246	55,000	39,754	Pending delivery	15%
C-Cans, training props, setting up training grounds	12,750	-	12,750	24,000	11,250	Fire department to compensate 50%	70%
FV - Compressed air foam system for rescue unit	12,630	-	12,630	12,500	(130)	Complete	100%
LC - Upgrade foam system on tanker (new)	-	-	-	11,000	11,000	Admin to review purchases	100%

Project Name	Total costs	Costs in prior years	Costs in current year up to May 31, 2015	2015 Budget	2015 Budget Remaining on May 31, 2015	Status Update on May 31, 2015	Percentage of Completion (%)
FV - New tanker/pumper, with equipment (CF)	-	-	-	375,000	375,000	RFP received May 27/15	0%
FV - Work bench (new)	5,466	5,466		5,500	5,500	Complete	100%
ZA - Power pack (new) (CF)	9,137	-	9,137	9,500	363	Complete	100%
<i>Total department 23</i>			49,763	522,500	472,737		

#### Transportation Department

FV - Deck Replacement on PW shop	-		-	7,500	7,500		
FV - Shop floor repair	-		-	12,000	12,000		
FV - Steamer Unit - trailer	28,896		28,896	32,500	3,604	Small parts are still required	60%
FV - 3/4 ton Supervisor pick up	-		-	40,000	40,000	Pending delivery	10%
FV - 3/4 ton pick up (Accident)	-			35,000	35,000		10%
FV - Parks Truck 3/4 ton	-		-	37,212	37,212		10%
LC - Trucks (x2)	1,030	-	1,030	80,000	78,970	Purchased	0%
FV - 48th Street & 47th Avenue	17,385	-	17,385	616,000	598,615	Ongoing	5%
New Road Infrastructure (CF)	420,954	420,954	-	439,046	439,046	Ongoing	50%
FV & LC - AWD Graders x3	-	-	-	1,283,661	1,283,661	Pending delivery	10%
LC - Snow Plow Truck	9,546	-	9,546	259,000	249,454		100%
LC - BF 75117 (CF & New)	29,800	29,800	-	816,000	816,000		90%
FV & LC - Truck and Gravel Trailer	185,622		185,622	280,000	94,378	Waiting for invoices	98%
LC - Packer/Roller	24,980		24,980	30,000	5,020		100%
LC - 99th Ave 101 St. to 104 Ave	50,027		50,027	1,785,000	1,734,973	Tender is awarded	5%
Zama Bears paw Crescent (CF)	-		-	33,633	33,633	Waiting contractor availability	30%
LC - Engineering & Design for 113 Street and 109 Ave	1,511		1,511	100,000	98,489	In progress	
LC - Pave 2 Accesses	-		-	45,000	45,000	To be completed with LC street paving project	0%

Project Name	Total costs	Costs in prior years	Costs in current year up to May 31, 2015	2015 Budget	2015 Budget Remaining on May 31, 2015	Status Update on May 31, 2015	Percentage of Completion (%)
Zama Utility Pole Relocation (CF)	53,513	53,513	-	8,943	8,943	Atco poles relocated/other poles to be identified	90%
LC - Skidsteer 850	240,442	-	240,442	57,000	(183,442)		100%
LC - Tilt Deck Utility Trailer	15,894	-	15,894	16,000	106		100%
LC - Bobcat Attachment (snowblower)	5,940	-	5,940	8,000	2,060		100%
High Level South Rebuild	-	-	-	50,000	50,000		
FV - Heavy Duty Commercial Lawn Mower	-	-	-	21,000	21,000	Pending delivery	10%
Used Water Truck	-	-	-	50,000	50,000	Negotiating	10%
Blumenort Road & Rebuild Mile #3 on La Crete North Road	-	-	-	200,000	200,000	Will be awarded at June 22 council meeting	5%
Zama Access Pave (PH V) (CF)	33,753	-	33,753	6,000,000	5,966,247	Pending grants	
Rocky Lane Road Repair (Front of school)	2,767	-	2,767	330,000	327,233	Tender closed & awarded	10%
LC - Spruce Road Rebuild (CF & New)	258,003	258,003	-	43,459	43,459	Request to release holdback June 22 council meeting	98%
LC - 101 St & 100 Ave - Traffic lights (CF)	189,441	22,328	167,113	197,672	30,559	Near completion, some programming is required	98%
LC - South - Shoulder pull and road rehabilitation (CF)	70,910	70,910	-	129,090	129,090		80%
Gravel Reserve (to secure gravel source) (CF)	14,349	13,845	504	137,155	136,651	In progress	0%
FV - Hamlet asphalt pavement overlay 44th Ave	9,631	9,631	-	50,369	50,369	Awarded, in progress	
FV - Sand and salt shelter (CF)	-	-	-	200,000	200,000		
FV - Cold storage/Emergency generator building (CF)	-	-	-	132,250	132,250		
FV - Child Lake/Boyer River road rebuilds (CF)	-	-	-	70,200	70,200		
FV - North- Shoulder pull and road rehabilitation	147,600	147,600	-	461,661	461,661	Ongoing	20%
<i>Total department 32</i>			785,410	14,094,351	13,308,941		

**Airport Department**

LC - Pave Apron Extension	2,317		2,317	110,000	107,683	Awarded, in progress	5%
FV Airport Development (CF)	1,363,667	1,363,667	-	16,382	16,382		

Project Name	Total costs	Costs in prior years	Costs in current year up to May 31, 2015	2015 Budget	2015 Budget Remaining on May 31, 2015	Status Update on May 31, 2015	Percentage of Completion (%)
LC Instrument Approach (CF)	36,112	36,112	-	13,889	13,889	Verifying obstacles	0%
<i>Total department 33</i>			2,317	140,271	137,954		

**Water Treatment & Distribution Department**

FV & LC - Utility Trucks 3/4 Tonne Crew Cab x4	-	-	-	164,500	164,500	Purchased and invoices signed	99%
FV - 48th Ave Waterline Replacement	-	-	-	91,000	91,000	Contacted MPE Siemens to design product	1%
FV - Booster Station and Truck Fill	-	-	-	975,605	975,605	Awaiting grant funding	1%
FV - Hydrant Replacement	-	-	-	100,000	100,000	Supplies have been ordered, need to obtain quotes	5%
ZA - SCADA computer replacement	-	-	-	7,500	7,500	Installed and working	100%
ZA - Distribution pump house upgrades (CF & New)	74,641	74,641	-	843,928	843,928	Need to reapply for grant funding	1%
ZA - Well Reclamation	-	-	-	18,000	18,000	Building is removed, well casing needs to be sealed	50%
FV - Frozen Water Services Repairs (River Road)	-	-	-	75,000	75,000	Draft RFP complete	4%
FV - Raw Water Truck fill (pressured and filtered)	-	-	-	40,900	40,900	Engineer is proceeding with design	5%
LC - Raw Water Truckfill Upgrade	2,526	-	2,526	40,900	38,374	Awaiting final install estimates, have placed orders on some supplies.	2%
LC - Waterline Bluehills	-	-	-	833,250	833,250	Awaiting grant funding	1%
LA - Rural Potable Water Infrastructure	-	-	-	4,316,495	4,316,495	Awaiting grant funding	1%
FV - 50th St - Water & sewer extension (CF)	16,520	16,520	-	563,480	563,480	Awaiting infrastructure plan completion	1%
Generators for the three water treatment plants (CF)	686,945	66,512	620,433	633,488	13,055	Installed and working	100%
<i>Total department 41</i>			622,959	8,704,046	8,081,087		

**Sewer Disposal Department**

LC Lagoon Upgrade (CF)	6,136,004	6,134,541	1,463	1,168,809	1,167,346	Facultative cell has been drained as well as 2 anarobic cells. Preparing to install forcemain piping to first manhole and preparing for de-sludge	90%
Zama - Lift station upgrade (CF & New)	116,439	116,439	-	1,256,052	1,256,052	Reapply for grant funding	1%
ZA/FV - Sewer Flusher	-	-	-	68,000	68,000	Ordered and should arrive within a week.	95%

Project Name	Total costs	Costs in prior years	Costs in current year up to May 31, 2015	2015 Budget	2015 Budget Remaining on May 31, 2015	Status Update on May 31, 2015	Percentage of Completion (%)
LC - Main Lift Station Repair & Modification	-		-	62,000	62,000	Engineers are in design stage.	5%
LC - Sanitary Sewermain Upgrades	-		-	475,000	475,000	Engineers are currently doing site survey to create pre-design to have tender ready for June 22/15	3%
LC - Lift Station 5 Grinder	-		-	45,000	45,000	Grinder will not fit original location. Need to update quotes for a revised location for install.	2%
FV - 49th Ave Sewer Repair	-	-	-	55,000	55,000	Engineer is requesting quotes for project.	3%
<i>Total department 42</i>			1,463	3,129,861	3,128,398		

**Solid Waste Disposal**

Two 40 Yard Bins (CF)	18,280	18,280	-	7,052	7,052	Ongoing	80%
Waste Bins	-	-	-	20,000	20,000		0%
LC - Blue Hills - Build up ramp	-		-	12,000	12,000		
LC - Waste Transfer Station - New Lights	-	-	-	12,000	12,000	Quotes Received	5%
<i>Total department 43</i>			-	51,052	51,052		

**Planning & Development Department**

LC - La Crete Production Room (GIS)	2,627	-	2,627	8,000	5,373	work essentially completed, waiting on some invoices	90%
<i>Total department 61</i>			2,627	8,000	5,373		

**Agricultural Services Department**

HL - Rural Drainage - Phase II & Phase III (CF)	1,093,312	1,093,312	-	100,000	100,000	Discussions are being held with the Dene Tha Band to secure an agreement to do earthworks on their property. The property in question is the east/south turn on 10 mile road.	
LC - Buffalo Head/Steep Hill/Bear River Drainage (Phase I) (CF)	85,433	85,433	-	1,314,567	1,314,567	waiting for a reply from ESRD on the status of the application under the Water Act.	
Blue Hills Erosion Repair	-		-	275,000	275,000	WSP is in the process of designing and then it will be submitted to local contractors for proposals.	
FV - Vehicle purchase for Ag Fieldman	-		-	40,000	40,000	Complete	100%
FV - ATV Purchase	-		-	12,000	12,000	Quad is purchased, along with ramps.	
Tent	-	-	-	6,500	6,500	Ready to ship	

Project Name	Total costs	Costs in prior years	Costs in current year up to May 31, 2015	2015 Budget	2015 Budget Remaining on May 31, 2015	Status Update on May 31, 2015	Percentage of Completion (%)
<i>Total department 63</i>			-	1,748,067	1,748,067		

**Recreation Department**

FV - Capital (requests from Recreation Society)	22,126	-	22,126	209,500	187,374		
LC - Capital (requests from Recreation Society)	61,438	-	61,438	92,030	30,592		
Grounds Improvements (2014 - FV Walking Trail) (CF)	511,276	511,276	-	36,524	36,524	Ongoing	
ZA - Capital (requests from Recreation Society)	7,983	-	7,983	155,000	147,017		
LC Splash Park (CF)	-	-	-	255,000	255,000		
FV - Skate Park	(301)	-	(301)	70,000	70,301		
<i>Total department 71</i>			91,246	818,054	726,808		

**Parks & Playgrounds Department**

FV - Machesis Lake Water Well	-	-	-	9,000	9,000	Received Quote	5%
LC - Wadlin Lake Water Well	-	-	-	9,000	9,000	Received Quote	10%
HL - Hutch Lake, construct additional sites (campground area)	-	-	-	15,000	15,000	Planning	5%
Machesis Lake - Horse camp - road (CF)	133	-	133	25,000	24,867	Road is complete	30%
Bridge campground - Survey & improvements (CF)	-	-	-	39,000	39,000	Ongoing	10%
LC - Wood Splitter	20,900	-	20,900	20,900	-	Complete	100%
OTHER	-	-	-	40,000	40,000		
FV - Table & Fire Pit Replacement	-	-	-	7,000	7,000	Received Quotes	15%
Wadlin Lake - Grounds improvements (CF)	3,693	-	3,693	20,000	16,307	Ongoing - Plan Completed	10%
FV - Walking Trails (CF)	9,275	9,275	-	725	725	Ongoing	85%
<i>Total department 72</i>			24,726	185,625	160,899		

<b>TOTAL 2015 Capital Projects</b>	<b>1,580,510</b>	<b>30,064,272</b>	<b>28,483,762</b>
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Mackenzie County

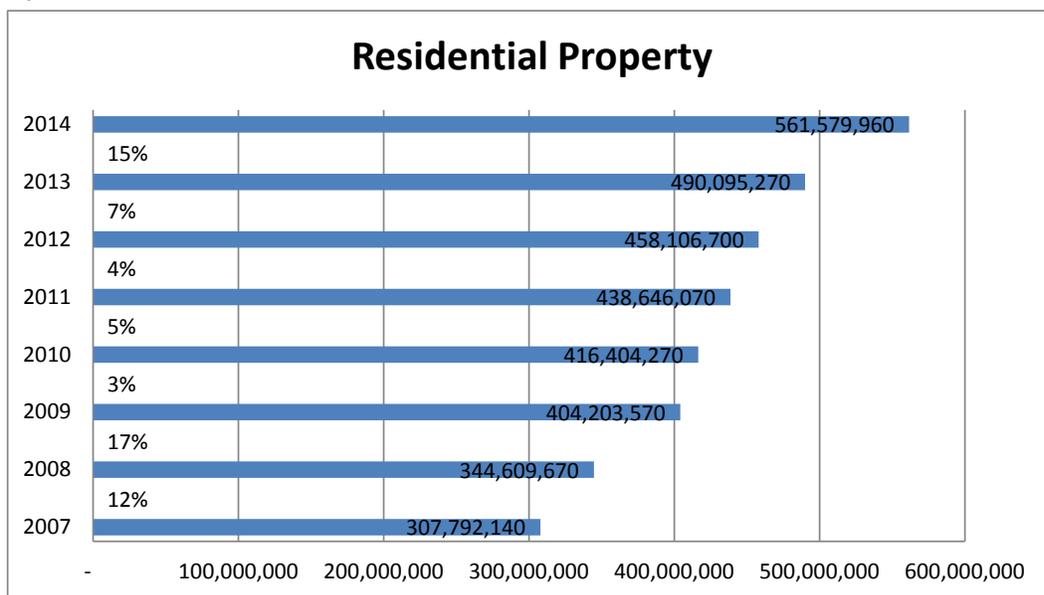
# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>June 22, 2015</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Chief Administration Officer</b>
<b>Title:</b>	<b>2015 Property Tax Bylaw and Assessment</b>

**BACKGROUND / PROPOSAL:**

Mackenzie County’s actual assessment for residential properties has increased by 21.05%, from \$562M to \$680M. The County’s total taxable assessment has increased by 3.89%, which is not significant. The County’s municipal tax revenue has increased by 3.83% (from \$26.8M to 27.8M - by approximately \$1M). The decreases in Machinery and Equipment and Linear categories are offset by the increases in the residential and commercial assessments.

Please see the attached reports provided by Randy Affolder that show the split in increases – growth or market value (inflation). *Note: Code 101 – Farm Residential; Code 102 – Residential; Code 103 – Vacant Residential; Code 105 – Vacant Hamlet Residential; Code 104 – Res Imp/Site Nil RAP*



Note – the graph includes assessments for vacant residential properties.

Author: J. Whittleton Reviewed by: \_\_\_\_\_ CAO: JW

The residential assessments increased by \$46M due to new growth and by \$43M due to market value increases. The inflation factor from 2012 to 2013 was 6.8% and from 2013 to 2014 was 10.8% (please note the 2014 assessment is used for 2015 property taxes). The majority of the 2014 assessment increase is due to increases in land and home values (based on actual 2014 sales) for the residential properties around the Hamlet of La Crete.

It appears as the tax burden has shifted slightly from non-residential to residential, with no adjustments made to the rates (net non-residential assessments have been shrinking and net residential assessments have been increasing).

**OPTIONS & BENEFITS:**

As was evident at the La Crete ratepayers meeting, the owners of residential properties around the Hamlet of La Crete are not satisfied with the assessment valuation system as it does not reflect one’s ability to pay. These ratepayers think that Council could have done more to decrease the property tax burden on them; a few concerns regarding burden on seniors were also brought up. As Council is well aware, only one residential rate can be set. Considering the size of our municipality, not all residential property values have increased equally.

In addition, the \$200 minimum for residential tax, \$400 minimum for non-residential tax, and \$35 minimum for farm tax were implemented (in the past years only vacant hamlet properties paid the minimums, and in 2014 the farm land minimum was introduced). Please note that during Municipal Affairs session (provided in Grande Prairie in 2013), municipalities were advised that only one minimum can be established and must be applicable across all properties respectively under residential, non-residential or farmland. The minimum is set for the municipal property portion only and this is within the MGA.

We received several concerns from vacant residential property owners regarding the \$200 minimum. Some people own small lots which can only be accessed by a boat (Carcajou – north side of the River). There are some lots in one acre size; it is assumed that when these lots were subdivided, someone thought a hamlet will be established in that area, or the area will be developed in a similar fashion as the Hutch Lake lots (vacation properties). In discussion with Randy Affolder, if some lots are farmed, these can be reassessed as “farm land” due to its use (see the spreadsheet provided by Randy – identifying the lots that may be farmed); however, the other parcels would have to remain as vacant residential parcels. A suggestion was made to refund a portion of tax to the vacant residential land owners that have parcels less than 3 acres in size. The logic is that the County does not approve new country rural subdivisions below 3 acres due to the sewer pump out requirements. That being said, a residential development could occur on a one-acre parcel, but a holding tank would have to be used for sewer.

Author: J Whittleton Reviewed by: \_\_\_\_\_ CAO: JW

Some calls were received from non-residential vacant property owners (can be used for commercial purposes). Some years ago, a discussion in Council was held about the trapper cabins (under the Act these should be assessed). These are often not easily accessible and therefore the costs to assess outweigh potential municipal revenue, therefore these were often left unassessed, and now these property owners received \$400 minimum bills on their holdings.

It is projected that \$367,761 in additional municipal tax revenue will be collected in 2015 due to the minimum tax on residential, non-residential and farmland.

Administration calculated the municipal tax revenues that are being collected on the vacant lands located outside of the Hamlets boundaries:

Row Labels	Sum of Muni L (No Min Tax)	Sum of Muni L (with Min Tax)	Sum of Variance
103 – Residential	10,144	27,000	16,856
252 - Commercial	2,927	20,800	17,873
253 - Industrial	12,468	172,000	159,532
<b>Grand Total</b>	<b>25,540</b>	<b>219,800</b>	<b>194,260</b>

MGA, s. 354:

- (4) The tax rates set by the property tax bylaw must not be amended after the municipality sends the tax notices to the taxpayers unless subsection (5) applies.*
- (5) If after sending out the tax notices the municipality discovers an error or omission that relates to the tax rates set by the property tax bylaw, the Minister may by order permit a municipality to revise the property tax bylaw and send out a revised tax notice.*

There is no error or omission that relate to the tax rate set by the property tax bylaw.

*What can be done better in the future?*

MGA, s. 357:

- Special provision of property tax bylaw*
- 357(1) Despite anything in this Division, the property tax bylaw may specify a minimum amount payable as property tax.*
- (1.1) Despite section 353, a council may pass a bylaw separate from the property tax bylaw that provides for compulsory tax instalment payments for designated manufactured homes.*
- (2) If the property tax bylaw specifies a minimum amount payable as property tax, the tax notice must indicate the tax rates set by the property tax bylaw that raise the revenue required to pay the requisition referred to in section 326(a)(ii).*

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The combined assessment and tax notice should be amended to specify that a minimum for municipal portion tax applies, and that it applies for property or per tax roll. From an administrative perspective, we should stop using the sealable forms for the combined tax and assessments notices and use basic envelopes so that information related to assessment valuation, budget and tax bylaw can be enclosed. The sealable forms are convenient and this is a fast way to get over ten thousand notices out. These forms, however, have a very limited space for adding any notes or enclosing some basic but important information.

In addition to the above, a question was asked whether a mobile home that is located in a mobile home park should be considered “a property” under the MGA. This question was asked because the mobile home park owner pays land taxes under a separate tax roll from that of the mobile homes owners. The mobile home owners receive their own tax notices, some of which have been effected by the \$200 minimum. Under the MGA, a mobile home is considered a property and therefore there is no administrative error in the application of the minimum tax.

What options council may be able to peruse that are permitted under MGA?

### **Cancellation, reduction, refund or deferral of taxes**

Section 347(1) of the MGA reads as follows:

*347(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.*

The County’s legal counsel advised:

*“The important “pre-condition” to granting a reduction, cancellation or deferral is that council must be able to justify that it is “equitable to do so”. Any reduction, cancellation, or deferral of current taxes or tax arrears must be “equitable” having regard for what is fair and just for all taxpayers of the municipality in respect of the tax burden. Equity, in this context, requires that similarly-situated persons or entities receive the same treatment.*

*Section 347 empowers a municipality to extend the specified tax relief to individual properties or to an entire class of taxable property. A municipality may not extend this tax relief to one or more subclasses within a taxable class, or on the basis of any criterion other than taxable class, unless the relief is extended specifically to an individual property.*

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*Only tax arrears or current taxes may be the subject of relief under section 347. Section 347 does not empower municipalities to grant the specified relief on future taxes as this would fetter the discretion of future councils. “*

**COSTS & SOURCE OF FUNDING:**

If Council decides to reduce part of a tax as permitted under section 347, these reductions (or refunds) will have to be offset with the equivalent amount from the General Operating Reserve in order to maintain the balanced budget.

**SUSTAINABILITY PLAN:**

The County’s sustainability plan has a fiscal section. The municipality will continue to depend on municipal property tax revenues for provision of the valuable municipal services. Unless this system will be changed in the future, we will continue dealing with much similar complaints and concerns. The MGA revisions will require the municipalities to implement three year operating and five year capital budgets (will be mandatory). While this may provide more certainty related to the future tax rate increases, the individual properties’ assessments will continue to vary due to fluctuating market values.

**COMMUNICATION:**

Council’s decision will be communicated to the ratepayers in applicable formats.

**RECOMMENDED ACTION:**

- Simple Majority
- Requires 2/3
- Requires Unanimous

For discussion (any action under section 347 will require 2/3 vote).

Author: J Whittleton Reviewed by: \_\_\_\_\_ CAO: JW

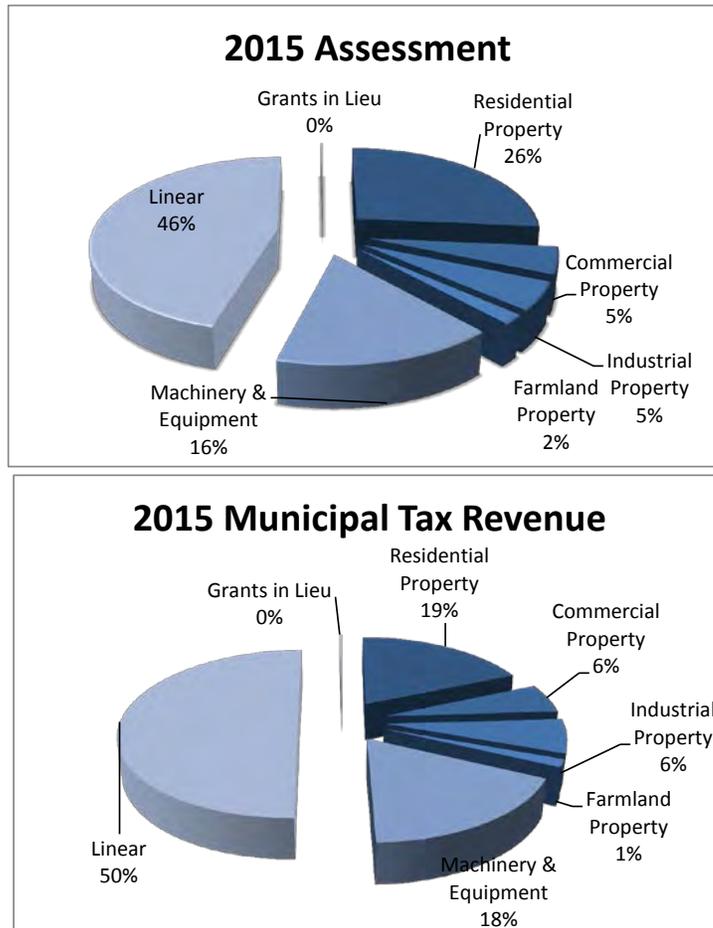
	2014 assessment	% change estimated	2015 assessment	2015 projected revenue
Residential Property	561,579,960	21.05%	679,812,470	5,152,469
Commercial Property	115,356,480	11.02%	128,068,660	1,554,740
Industrial Property	127,232,380	2.14%	129,955,210	1,792,349
Farmland Property	44,312,850	0.12%	44,364,740	413,327
Machinery & Equipment	429,507,410	-3.93%	412,638,740	4,914,357
Linear	1,182,792,130	-0.98%	1,171,219,970	13,944,110
Grants in Lieu	14,226,290	-63.65%	5,171,200	62,953
<b>Total Taxable Assessment</b>	<b>\$2,475,007,500</b>	<b>3.89%</b>	<b>\$2,571,230,990</b>	<b>\$27,834,306</b>
Tax exempt assessment	163,665,120	2.75%	168,167,220	0
<b>Total Assessment</b>	<b>\$2,638,672,620</b>	<b>3.82%</b>	<b>\$2,739,398,210</b>	<b>\$27,834,306</b> (2)

Notes:

(1) Please note that 2015 tax bylaw rates were used in the calculation of projected 2015 tax revenue

(2) Municipal tax revenue has increased from \$27,678,845 to \$27,834,306

(3) The above calculation includes \$200 minimum for residential, \$400 for non-residential and \$35 for farmland and grazing leases.





# Assessment Growth

Assessment Year: 2014

Assessment Code	Tax Status	Grand Totals			
		Previous (2013)	New (2014)	Growth	Inflation
101	T	141,011,740	163,545,310	3,964,030	18,569,540 13.2%
102	T	404,396,830	494,662,800	46,669,010	43,596,960 10.8%
103	T	6,160,690	6,988,080	57,330	770,060 12.5%
104	T	624,680	639,650	-31,510	46,480 7.4%
105	T	9,316,130	9,109,480	-589,210	382,560 4.1%
141	T	864,290	862,580	-1,710	0 0.0%
151	T	43,448,560	43,500,080	51,490	30 0.0%
200	T	3,295,680	3,429,670	0	133,990 4.1%
202	T	111,838,900	124,834,890	10,696,510	2,299,480 2.1%
203	T	15,161,360	18,008,030	2,555,690	290,980 1.9%
252	T	538,670	641,770	64,420	38,680 7.2%
253	T	1,265,620	1,375,450	102,590	7,240 0.6%
255	T	5,663,310	5,299,770	-515,800	152,260 2.7%
256	T	2,749,470	2,592,000	-193,200	35,730 1.3%
401	T	101,846,410	102,452,620	171,830	434,380 0.4%
402	T	429,507,410	416,792,130	-6,319,060	-6,396,220 -1.5%
601	G	953,400	992,080	0	38,680 4.1%
603	G	534,140	621,770	34,200	53,430 10.0%
605	G	5,196,390	5,393,340	0	196,950 3.8%
609	X	2,201,310	2,302,810	0	101,500 4.6%
641	G	554,130	554,130	0	0 0.0%
701	G	1,356,190	1,416,990	590	60,210 4.4%
703	G	3,407,230	3,612,510	224,530	-19,250 -0.6%
707	G	23,500	39,500	0	16,000 68.1%
801	E	130,650	147,490	-14,650	31,490 24.1%
802	E	27,380	27,580	0	200 0.7%
803	E	13,876,690	13,952,420	-10,200	85,930 0.6%
804	E	15,676,290	16,091,670	164,320	251,060 1.6%
806	E	258,480	309,060	0	50,580 19.6%
807	E	2,918,090	2,921,670	0	3,580 0.1%
808	E	38,295,160	38,578,290	319,720	-36,590 -0.1%
809	E	397,910	72,780	-341,050	15,920 4.0%
810	E	421,010	410,060	0	-10,950 -2.6%
811	E	8,801,540	9,414,170	505,380	107,250 1.2%
812	E	4,171,810	4,211,830	0	40,020 1.0%
813	E	96,200	97,640	0	1,440 1.5%
814	E	2,819,420	2,950,230	-34,970	165,780 5.9%
815	E	481,920	483,640	0	1,720 0.4%
816	E	11,124,860	11,051,100	0	-73,760 -0.7%
817	E	12,520,680	12,725,040	700	203,660 1.6%
819	E	632,810	807,920	155,330	19,780 3.1%
820	E	15,152,990	16,150,780	229,840	767,950 5.1%
841	E	81,300	81,300	0	0 0.0%
853	E	10,660	0	-10,660	0 0.0%
859	E	0	339,500	326,060	13,440
901	E	27,343,130	27,173,140	-186,270	16,280 0.1%
903	E	8,655,580	10,188,910	1,350,030	183,300 2.1%
<b>Total:</b>		<b>1,455,810,600</b>	<b>1,577,853,660</b>	<b>59,395,310</b>	<b>62,647,750 4.3%</b>



# Assessment Growth

Assessment Year: 2013

Assessment Code	Tax Status	Grand Totals			
		Previous (2012)	New (2013)	Growth	Inflation
101	T	126,640,210	141,011,740	4,617,650	9,753,880 7.7%
102	T	347,468,530	404,396,830	33,272,300	23,656,000 6.8%
103	T	4,899,790	6,160,690	576,100	684,800 14.0%
104	T	859,800	624,680	-252,860	17,740 2.1%
105	T	10,226,940	9,316,130	-1,281,410	370,600 3.6%
141	T	877,030	864,290	0	-12,740 -1.5%
151	T	42,183,150	43,448,560	1,277,390	-11,980 0.0%
200	T	3,268,890	3,295,680	0	26,790 0.8%
202	T	123,817,020	111,838,900	-12,122,090	143,970 0.1%
203	T	10,236,440	15,161,360	3,715,800	1,209,120 11.8%
252	T	661,670	538,670	-147,880	24,880 3.8%
253	T	1,097,300	1,265,620	168,320	0 0.0%
255	T	4,906,530	5,663,310	649,570	107,210 2.2%
256	T	1,820,670	2,749,470	890,490	38,310 2.1%
401	T	92,226,610	101,846,410	9,395,160	224,640 0.2%
402	T	340,209,990	429,507,410	100,744,670	-11,447,250 -3.4%
601	G	926,810	953,400	0	26,590 2.9%
603	G	389,850	534,140	139,370	4,920 1.3%
605	G	5,066,480	5,196,390	0	129,910 2.6%
609	X	2,182,990	2,201,310	0	18,320 0.8%
641	G	554,130	554,130	0	0 0.0%
651	G	46,540	0	-46,540	0 0.0%
701	G	1,333,140	1,356,190	-16,990	40,040 3.0%
703	G	3,355,420	3,407,230	8,590	43,220 1.3%
707	G	23,460	23,500	0	40 0.2%
801	E	130,360	130,650	0	290 0.2%
802	E	26,980	27,380	0	400 1.5%
803	E	13,874,830	13,876,690	-13,050	14,910 0.1%
804	E	15,127,770	15,676,290	-41,000	589,520 3.9%
806	E	250,170	258,480	0	8,310 3.3%
807	E	2,916,060	2,918,090	0	2,030 0.1%
808	E	37,380,080	38,295,160	408,110	506,970 1.4%
809	E	394,880	397,910	0	3,030 0.8%
810	E	422,620	421,010	0	-1,610 -0.4%
811	E	8,893,480	8,801,540	-201,970	110,030 1.2%
812	E	4,356,830	4,171,810	-217,200	32,180 0.7%
813	E	93,770	96,200	0	2,430 2.6%
814	E	2,774,870	2,819,420	13,400	31,150 1.1%
815	E	478,940	481,920	0	2,980 0.6%
816	E	11,113,520	11,124,860	0	11,340 0.1%
817	E	12,358,470	12,520,680	2,310	159,900 1.3%
819	E	626,340	632,810	0	6,470 1.0%
820	E	13,722,850	15,152,990	746,400	683,740 5.0%
841	E	81,300	81,300	0	0 0.0%
853	E	8,950	10,660	1,710	0 0.0%
901	E	27,122,520	27,343,130	289,670	-69,060 -0.3%
903	E	6,471,420	8,655,580	689,520	1,494,640 23.1%
<b>Total:</b>		<b>1,283,906,400</b>	<b>1,455,810,600</b>	<b>143,265,540</b>	<b>28,638,660 2.2%</b>

Row Labels	Sum of Muni L (No Min Tax)	Sum of Muni L (with Min Tax)	Sum of Variance
103	10,144	27,000	16,856
252	2,927	20,800	17,873
253	12,468	172,000	159,532
<b>Grand Total</b>	<b>25,540</b>	<b>219,800</b>	<b>194,260</b>

Code	Roll #	Land	Buildings	Other	Total	Type	Class	Muni TR Rate	Muni L (No Min Tax)	Muni L (with Min Tax)	Variance
103	71028	18,490	-	-	18,490	Annual	RES	0.007508	139	200	61
103	71120	3,540	-	-	3,540	Annual	RES	0.007508	27	200	173
103	71121	2,530	-	-	2,530	Annual	RES	0.007508	19	200	181
103	71129	1,460	-	-	1,460	Annual	RES	0.007508	11	200	189
103	71130	2,620	-	-	2,620	Annual	RES	0.007508	20	200	180
103	71131	1,460	-	-	1,460	Annual	RES	0.007508	11	200	189
103	71132	3,870	-	-	3,870	Annual	RES	0.007508	29	200	171
103	71168	9,980	-	-	9,980	Annual	RES	0.007508	75	200	125
103	71169	9,960	-	-	9,960	Annual	RES	0.007508	75	200	125
103	72119	23,290	-	-	23,290	Annual	RES	0.007508	175	200	25
103	74354	9,900	-	-	9,900	Annual	RES	0.007508	74	200	126
103	74356	1,740	-	-	1,740	Annual	RES	0.007508	13	200	187
103	74360	7,140	-	-	7,140	Annual	RES	0.007508	54	200	146
103	74690	2,450	-	-	2,450	Annual	RES	0.007508	18	200	182
103	74757	11,750	-	-	11,750	Annual	RES	0.007508	88	200	112
103	75066	18,850	-	-	18,850	Annual	RES	0.007508	142	200	58
103	76678	12,950	-	-	12,950	Annual	RES	0.007508	97	200	103
103	76706	17,820	-	-	17,820	Annual	RES	0.007508	134	200	66
103	76719	15,730	-	-	15,730	Annual	RES	0.007508	118	200	82
103	76748	1,310	-	-	1,310	Annual	RES	0.007508	10	200	190
103	77016	10,000	-	-	10,000	Annual	RES	0.007508	75	200	125
103	77017	9,980	-	-	9,980	Annual	RES	0.007508	75	200	125
103	77024	2,430	-	-	2,430	Annual	RES	0.007508	18	200	182
103	77025	2,570	-	-	2,570	Annual	RES	0.007508	19	200	181
103	77026	2,570	-	-	2,570	Annual	RES	0.007508	19	200	181
103	77027	2,570	-	-	2,570	Annual	RES	0.007508	19	200	181
103	77028	2,570	-	-	2,570	Annual	RES	0.007508	19	200	181
103	77029	2,570	-	-	2,570	Annual	RES	0.007508	19	200	181
103	77030	2,570	-	-	2,570	Annual	RES	0.007508	19	200	181
103	77072	4,230	-	-	4,230	Annual	RES	0.007508	32	200	168
103	77082	5,990	-	-	5,990	Annual	RES	0.007508	45	200	155
103	77095	730	-	-	730	Annual	RES	0.007508	5	200	195
103	77136	14,350	-	-	14,350	Annual	RES	0.007508	108	200	92
103	77138	15,790	-	-	15,790	Annual	RES	0.007508	119	200	81
103	77141	14,780	-	-	14,780	Annual	RES	0.007508	111	200	89
103	77142	14,280	-	-	14,280	Annual	RES	0.007508	107	200	93
103	77144	15,020	-	-	15,020	Annual	RES	0.007508	113	200	87
103	77145	12,160	-	-	12,160	Annual	RES	0.007508	91	200	109
103	77146	13,850	-	-	13,850	Annual	RES	0.007508	104	200	96
103	77147	15,590	-	-	15,590	Annual	RES	0.007508	117	200	83
103	77148	15,770	-	-	15,770	Annual	RES	0.007508	118	200	82
103	77149	15,900	-	-	15,900	Annual	RES	0.007508	119	200	81
103	77150	15,610	-	-	15,610	Annual	RES	0.007508	117	200	83
103	77153	10,510	-	-	10,510	Annual	RES	0.007508	79	200	121
103	77154	10,510	-	-	10,510	Annual	RES	0.007508	79	200	121
103	77155	10,510	-	-	10,510	Annual	RES	0.007508	79	200	121
103	77156	10,510	-	-	10,510	Annual	RES	0.007508	79	200	121
103	77157	10,510	-	-	10,510	Annual	RES	0.007508	79	200	121
103	77158	10,510	-	-	10,510	Annual	RES	0.007508	79	200	121
103	77160	11,820	-	-	11,820	Annual	RES	0.007508	89	200	111
103	77176	3,210	-	-	3,210	Annual	RES	0.007508	24	200	176
103	81944	23,380	-	-	23,380	Annual	RES	0.007508	176	200	24
103	81945	1,110	-	-	1,110	Annual	RES	0.007508	8	200	192
103	81946	1,110	-	-	1,110	Annual	RES	0.007508	8	200	192
103	81947	1,110	-	-	1,110	Annual	RES	0.007508	8	200	192
103	81948	1,110	-	-	1,110	Annual	RES	0.007508	8	200	192
103	81949	2,160	-	-	2,160	Annual	RES	0.007508	16	200	184
103	81950	2,160	-	-	2,160	Annual	RES	0.007508	16	200	184

103	81951	2,140	-	-	2,140	Annual	RES	0.007508	16	200	184
103	81952	2,140	-	-	2,140	Annual	RES	0.007508	16	200	184
103	81953	260	-	-	260	Annual	RES	0.007508	2	200	198
103	81956	110	-	-	110	Annual	RES	0.007508	1	200	199
103	82505	16,710	-	-	16,710	Annual	RES	0.007508	125	200	75
103	82576	24,870	-	-	24,870	Annual	RES	0.007508	187	200	13
103	82620	23,470	-	-	23,470	Annual	RES	0.007508	176	200	24
103	82621	22,140	-	-	22,140	Annual	RES	0.007508	166	200	34
103	82623	22,140	-	-	22,140	Annual	RES	0.007508	166	200	34
103	82624	22,140	-	-	22,140	Annual	RES	0.007508	166	200	34
103	82625	22,140	-	-	22,140	Annual	RES	0.007508	166	200	34
103	82626	23,600	-	-	23,600	Annual	RES	0.007508	177	200	23
103	82627	23,600	-	-	23,600	Annual	RES	0.007508	177	200	23
103	82628	23,600	-	-	23,600	Annual	RES	0.007508	177	200	23
103	82675	24,550	-	-	24,550	Annual	RES	0.007508	184	200	16
103	82801	17,070	-	-	17,070	Annual	RES	0.007508	128	200	72
103	82802	26,200	-	-	26,200	Annual	RES	0.007508	197	200	3
103	82971	6,420	-	-	6,420	Annual	RES	0.007508	48	200	152
103	83816	26,580	-	-	26,580	Annual	RES	0.007508	200	200	0
103	83835	23,180	-	-	23,180	Annual	RES	0.007508	174	200	26
103	83841	26,170	-	-	26,170	Annual	RES	0.007508	196	200	4
103	84004	8,060	-	-	8,060	Annual	RES	0.007508	61	200	139
103	84009	25,210	-	-	25,210	Annual	RES	0.007508	189	200	11
103	84037	26,170	-	-	26,170	Annual	RES	0.007508	196	200	4
103	84038	26,170	-	-	26,170	Annual	RES	0.007508	196	200	4
103	84041	26,170	-	-	26,170	Annual	RES	0.007508	196	200	4
103	105719	4,230	-	-	4,230	Annual	RES	0.007508	32	200	168
103	106132	4,730	-	-	4,730	Annual	RES	0.007508	36	200	164
103	117775	2,500	-	-	2,500	Annual	RES	0.007508	19	200	181
103	118524	2,570	-	-	2,570	Annual	RES	0.007508	19	200	181
103	118525	2,570	-	-	2,570	Annual	RES	0.007508	19	200	181
103	118526	2,570	-	-	2,570	Annual	RES	0.007508	19	200	181
103	118527	2,570	-	-	2,570	Annual	RES	0.007508	19	200	181
103	118528	2,570	-	-	2,570	Annual	RES	0.007508	19	200	181
103	118535	2,570	-	-	2,570	Annual	RES	0.007508	19	200	181
103	118536	2,570	-	-	2,570	Annual	RES	0.007508	19	200	181
103	118537	2,570	-	-	2,570	Annual	RES	0.007508	19	200	181
103	118538	2,570	-	-	2,570	Annual	RES	0.007508	19	200	181
103	118539	2,570	-	-	2,570	Annual	RES	0.007508	19	200	181
103	155351	170	-	-	170	Annual	RES	0.007508	1	200	199
103	182851	1,250	-	-	1,250	Annual	RES	0.007508	9	200	191
103	215384	10,510	-	-	10,510	Annual	RES	0.007508	79	200	121
103	229718	10,890	-	-	10,890	Annual	RES	0.007508	82	200	118
103	229764	7,950	-	-	7,950	Annual	RES	0.007508	60	200	140
103	230032	6,430	-	-	6,430	Annual	RES	0.007508	48	200	152
103	231040	2,820	-	-	2,820	Annual	RES	0.007508	21	200	179
103	234199	4,010	-	-	4,010	Annual	RES	0.007508	30	200	170
103	234211	4,080	-	-	4,080	Annual	RES	0.007508	31	200	169
103	234376	1,460	-	-	1,460	Annual	RES	0.007508	11	200	189
103	234378	1,460	-	-	1,460	Annual	RES	0.007508	11	200	189
103	234499	16,790	-	-	16,790	Annual	RES	0.007508	126	200	74
103	234500	16,660	-	-	16,660	Annual	RES	0.007508	125	200	75
103	234584	11,750	-	-	11,750	Annual	RES	0.007508	88	200	112
103	234592	2,570	-	-	2,570	Annual	RES	0.007508	19	200	181
103	237050	3,970	-	-	3,970	Annual	RES	0.007508	30	200	170
103	289333	1,880	-	-	1,880	Annual	RES	0.007508	14	200	186
103	291535	1,350	-	-	1,350	Annual	RES	0.007508	10	200	190
103	296444	23,560	-	-	23,560	Annual	RES	0.007508	177	200	23
103	300086	11,750	-	-	11,750	Annual	RES	0.007508	88	200	112
103	300087	11,750	-	-	11,750	Annual	RES	0.007508	88	200	112

103	300514	6,870	-	-	6,870	Annual	RES	0.007508	52	200	148
103	303328	5,210	-	-	5,210	Annual	RES	0.007508	39	200	161
103	303460	3,740	-	-	3,740	Annual	RES	0.007508	28	200	172
103	307094	14,350	-	-	14,350	Annual	RES	0.007508	108	200	92
103	307098	14,970	-	-	14,970	Annual	RES	0.007508	112	200	88
103	307101	15,240	-	-	15,240	Annual	RES	0.007508	114	200	86
103	307102	13,020	-	-	13,020	Annual	RES	0.007508	98	200	102
103	307103	13,020	-	-	13,020	Annual	RES	0.007508	98	200	102
103	307105	13,020	-	-	13,020	Annual	RES	0.007508	98	200	102
103	307107	13,020	-	-	13,020	Annual	RES	0.007508	98	200	102
103	307110	16,850	-	-	16,850	Annual	RES	0.007508	127	200	73
103	313764	9,580	-	-	9,580	Annual	RES	0.007508	72	200	128
103	313773	25,200	-	-	25,200	Annual	RES	0.007508	189	200	11
103	313866	2,560	-	-	2,560	Annual	RES	0.007508	19	200	181
103	410907	1,460	-	-	1,460	Annual	RES	0.007508	11	200	189
103	410953	1,470	-	-	1,470	Annual	RES	0.007508	11	200	189
103	410995	1,390	-	-	1,390	Annual	RES	0.007508	10	200	190
252	74357	5,910	-	-	5,910	Annual	NONRE	0.011903	70	400	330
252	74495	10,010	-	-	10,010	Annual	NONRE	0.011903	119	400	281
252	74662	9,010	-	-	9,010	Annual	NONRE	0.011903	107	400	293
252	74665	9,010	-	-	9,010	Annual	NONRE	0.011903	107	400	293
252	75595	3,970	-	-	3,970	Annual	NONRE	0.011903	47	400	353
252	75598	3,970	-	-	3,970	Annual	NONRE	0.011903	47	400	353
252	77097	2,000	-	-	2,000	Annual	NONRE	0.011903	24	400	376
252	80008	11,510	-	-	11,510	Annual	NONRE	0.011903	137	400	263
252	81620	4,650	-	-	4,650	Annual	NONRE	0.011903	55	400	345
252	82003	4,800	-	-	4,800	Annual	NONRE	0.011903	57	400	343
252	82172	1,470	-	-	1,470	Annual	NONRE	0.011903	17	400	383
252	82375	2,370	-	-	2,370	Annual	NONRE	0.011903	28	400	372
252	82760	4,720	-	-	4,720	Annual	NONRE	0.011903	56	400	344
252	82786	3,670	-	-	3,670	Annual	NONRE	0.011903	44	400	356
252	83644	1,150	-	-	1,150	Annual	NONRE	0.011903	14	400	386
252	83645	1,150	-	-	1,150	Annual	NONRE	0.011903	14	400	386
252	83660	12,930	-	-	12,930	Annual	NONRE	0.011903	154	400	246
252	98357	5,840	-	-	5,840	Annual	NONRE	0.011903	70	400	330
252	98362	5,520	-	-	5,520	Annual	NONRE	0.011903	66	400	334
252	98415	8,770	-	-	8,770	Annual	NONRE	0.011903	104	400	296
252	98416	3,720	-	-	3,720	Annual	NONRE	0.011903	44	400	356
252	98439	7,050	-	-	7,050	Annual	NONRE	0.011903	84	400	316
252	117759	7,030	-	-	7,030	Annual	NONRE	0.011903	84	400	316
252	159950	4,700	-	-	4,700	Annual	NONRE	0.011903	56	400	344
252	179157	2,380	-	-	2,380	Annual	NONRE	0.011903	28	400	372
252	184334	3,480	-	-	3,480	Annual	NONRE	0.011903	41	400	359
252	192277	6,410	-	-	6,410	Annual	NONRE	0.011903	76	400	324
252	192294	5,540	-	-	5,540	Annual	NONRE	0.011903	66	400	334
252	203651	1,550	-	-	1,550	Annual	NONRE	0.011903	18	400	382
252	234239	6,890	-	-	6,890	Annual	NONRE	0.011903	82	400	318
252	237950	6,120	-	-	6,120	Annual	NONRE	0.011903	73	400	327
252	289327	1,910	-	-	1,910	Annual	NONRE	0.011903	23	400	377
252	289866	1,220	-	-	1,220	Annual	NONRE	0.011903	15	400	385
252	291476	1,840	-	-	1,840	Annual	NONRE	0.011903	22	400	378
252	410952	1,470	-	-	1,470	Annual	NONRE	0.011903	17	400	383
252	410954	1,470	-	-	1,470	Annual	NONRE	0.011903	17	400	383
252	410955	1,460	-	-	1,460	Annual	NONRE	0.011903	17	400	383
252	410957	4,290	-	-	4,290	Annual	NONRE	0.011903	51	400	349
252	410958	4,670	-	-	4,670	Annual	NONRE	0.011903	56	400	344
252	410959	4,670	-	-	4,670	Annual	NONRE	0.011903	56	400	344
252	410960	4,290	-	-	4,290	Annual	NONRE	0.011903	51	400	349
252	410962	4,670	-	-	4,670	Annual	NONRE	0.011903	56	400	344
252	410963	4,670	-	-	4,670	Annual	NONRE	0.011903	56	400	344

252	410964	4,630	-	-	4,630	Annual	NONRE	0.011903	55	400	345
252	410965	4,630	-	-	4,630	Annual	NONRE	0.011903	55	400	345
252	411075	3,010	-	-	3,010	Annual	NONRE	0.011903	36	400	364
252	411076	3,000	-	-	3,000	Annual	NONRE	0.011903	36	400	364
252	422033	4,670	-	-	4,670	Annual	NONRE	0.011903	56	400	344
252	422034	6,000	-	-	6,000	Annual	NONRE	0.011903	71	400	329
252	422063	4,710	-	-	4,710	Annual	NONRE	0.011903	56	400	344
252	422121	6,740	-	-	6,740	Annual	NONRE	0.011903	80	400	320
252	422122	4,620	-	-	4,620	Annual	NONRE	0.011903	55	400	345
253	71045	1,620	-	-	1,620	Annual	NONRE	0.011903	19	400	381
253	71046	3,700	-	-	3,700	Annual	NONRE	0.011903	44	400	356
253	71071	1,770	-	-	1,770	Annual	NONRE	0.011903	21	400	379
253	71072	4,100	-	-	4,100	Annual	NONRE	0.011903	49	400	351
253	71101	1,430	-	-	1,430	Annual	NONRE	0.011903	17	400	383
253	71102	1,050	-	-	1,050	Annual	NONRE	0.011903	12	400	388
253	71103	1,860	-	-	1,860	Annual	NONRE	0.011903	22	400	378
253	71108	3,650	-	-	3,650	Annual	NONRE	0.011903	43	400	357
253	71109	3,620	-	-	3,620	Annual	NONRE	0.011903	43	400	357
253	71122	2,070	-	-	2,070	Annual	NONRE	0.011903	25	400	375
253	71124	3,940	-	-	3,940	Annual	NONRE	0.011903	47	400	353
253	71125	5,110	-	-	5,110	Annual	NONRE	0.011903	61	400	339
253	71126	2,990	-	-	2,990	Annual	NONRE	0.011903	36	400	364
253	71127	4,330	-	-	4,330	Annual	NONRE	0.011903	52	400	348
253	71146	1,870	-	-	1,870	Annual	NONRE	0.011903	22	400	378
253	71147	870	-	-	870	Annual	NONRE	0.011903	10	400	390
253	71148	1,630	-	-	1,630	Annual	NONRE	0.011903	19	400	381
253	71149	950	-	-	950	Annual	NONRE	0.011903	11	400	389
253	71150	900	-	-	900	Annual	NONRE	0.011903	11	400	389
253	71151	860	-	-	860	Annual	NONRE	0.011903	10	400	390
253	71152	1,340	-	-	1,340	Annual	NONRE	0.011903	16	400	384
253	71153	900	-	-	900	Annual	NONRE	0.011903	11	400	389
253	71154	870	-	-	870	Annual	NONRE	0.011903	10	400	390
253	71155	1,460	-	-	1,460	Annual	NONRE	0.011903	17	400	383
253	71156	1,120	-	-	1,120	Annual	NONRE	0.011903	13	400	387
253	71157	1,610	-	-	1,610	Annual	NONRE	0.011903	19	400	381
253	71158	1,220	-	-	1,220	Annual	NONRE	0.011903	15	400	385
253	71159	870	-	-	870	Annual	NONRE	0.011903	10	400	390
253	71160	850	-	-	850	Annual	NONRE	0.011903	10	400	390
253	71161	860	-	-	860	Annual	NONRE	0.011903	10	400	390
253	71162	870	-	-	870	Annual	NONRE	0.011903	10	400	390
253	71163	880	-	-	880	Annual	NONRE	0.011903	10	400	390
253	71164	870	-	-	870	Annual	NONRE	0.011903	10	400	390
253	71165	2,530	-	-	2,530	Annual	NONRE	0.011903	30	400	370
253	71166	1,150	-	-	1,150	Annual	NONRE	0.011903	14	400	386
253	71167	860	-	-	860	Annual	NONRE	0.011903	10	400	390
253	72148	1,950	-	-	1,950	Annual	NONRE	0.011903	23	400	377
253	74661	16,650	-	-	16,650	Annual	NONRE	0.011903	198	400	202
253	76585	2,270	-	-	2,270	Annual	NONRE	0.011903	27	400	373
253	76596	3,790	-	-	3,790	Annual	NONRE	0.011903	45	400	355
253	76613	2,860	-	-	2,860	Annual	NONRE	0.011903	34	400	366
253	76614	2,250	-	-	2,250	Annual	NONRE	0.011903	27	400	373
253	76615	3,830	-	-	3,830	Annual	NONRE	0.011903	46	400	354
253	76618	8,420	-	-	8,420	Annual	NONRE	0.011903	100	400	300
253	76622	2,000	-	-	2,000	Annual	NONRE	0.011903	24	400	376
253	76670	17,240	-	-	17,240	Annual	NONRE	0.011903	205	400	195
253	77183	2,480	-	-	2,480	Annual	NONRE	0.011903	30	400	370
253	77184	3,740	-	-	3,740	Annual	NONRE	0.011903	45	400	355
253	77214	3,080	-	-	3,080	Annual	NONRE	0.011903	37	400	363
253	77215	3,190	-	-	3,190	Annual	NONRE	0.011903	38	400	362
253	77219	4,240	-	-	4,240	Annual	NONRE	0.011903	50	400	350

253	77237	3,200	-	-	3,200	Annual	NONRE	0.011903	38	400	362
253	77250	4,100	-	-	4,100	Annual	NONRE	0.011903	49	400	351
253	77259	3,130	-	-	3,130	Annual	NONRE	0.011903	37	400	363
253	77260	2,570	-	-	2,570	Annual	NONRE	0.011903	31	400	369
253	77305	2,360	-	-	2,360	Annual	NONRE	0.011903	28	400	372
253	77307	1,350	-	-	1,350	Annual	NONRE	0.011903	16	400	384
253	77320	1,620	-	-	1,620	Annual	NONRE	0.011903	19	400	381
253	77329	3,740	-	-	3,740	Annual	NONRE	0.011903	45	400	355
253	77359	4,100	-	-	4,100	Annual	NONRE	0.011903	49	400	351
253	77363	3,080	-	-	3,080	Annual	NONRE	0.011903	37	400	363
253	77386	1,640	-	-	1,640	Annual	NONRE	0.011903	20	400	380
253	77420	5,410	-	-	5,410	Annual	NONRE	0.011903	64	400	336
253	77427	2,570	-	-	2,570	Annual	NONRE	0.011903	31	400	369
253	77446	3,020	-	-	3,020	Annual	NONRE	0.011903	36	400	364
253	77461	3,390	-	-	3,390	Annual	NONRE	0.011903	40	400	360
253	77465	2,400	-	-	2,400	Annual	NONRE	0.011903	29	400	371
253	77472	2,690	-	-	2,690	Annual	NONRE	0.011903	32	400	368
253	77517	1,830	-	-	1,830	Annual	NONRE	0.011903	22	400	378
253	77525	3,890	-	-	3,890	Annual	NONRE	0.011903	46	400	354
253	77539	3,020	-	-	3,020	Annual	NONRE	0.011903	36	400	364
253	77541	3,270	-	-	3,270	Annual	NONRE	0.011903	39	400	361
253	77558	3,270	-	-	3,270	Annual	NONRE	0.011903	39	400	361
253	77561	2,250	-	-	2,250	Annual	NONRE	0.011903	27	400	373
253	77584	8,040	-	-	8,040	Annual	NONRE	0.011903	96	400	304
253	77593	3,640	-	-	3,640	Annual	NONRE	0.011903	43	400	357
253	77603	1,040	-	-	1,040	Annual	NONRE	0.011903	12	400	388
253	77614	1,620	-	-	1,620	Annual	NONRE	0.011903	19	400	381
253	77629	1,030	-	-	1,030	Annual	NONRE	0.011903	12	400	388
253	77648	1,230	-	-	1,230	Annual	NONRE	0.011903	15	400	385
253	77664	3,880	-	-	3,880	Annual	NONRE	0.011903	46	400	354
253	77667	4,320	-	-	4,320	Annual	NONRE	0.011903	51	400	349
253	77669	2,270	-	-	2,270	Annual	NONRE	0.011903	27	400	373
253	77675	5,510	-	-	5,510	Annual	NONRE	0.011903	66	400	334
253	77691	3,660	-	-	3,660	Annual	NONRE	0.011903	44	400	356
253	77701	3,040	-	-	3,040	Annual	NONRE	0.011903	36	400	364
253	77730	2,950	-	-	2,950	Annual	NONRE	0.011903	35	400	365
253	77755	3,540	-	-	3,540	Annual	NONRE	0.011903	42	400	358
253	78103	3,070	-	-	3,070	Annual	NONRE	0.011903	37	400	363
253	78109	6,220	-	-	6,220	Annual	NONRE	0.011903	74	400	326
253	78113	5,420	-	-	5,420	Annual	NONRE	0.011903	65	400	335
253	78115	5,270	-	-	5,270	Annual	NONRE	0.011903	63	400	337
253	78118	2,990	-	-	2,990	Annual	NONRE	0.011903	36	400	364
253	78120	4,920	-	-	4,920	Annual	NONRE	0.011903	59	400	341
253	81701	2,410	-	-	2,410	Annual	NONRE	0.011903	29	400	371
253	81838	3,340	-	-	3,340	Annual	NONRE	0.011903	40	400	360
253	81900	4,590	-	-	4,590	Annual	NONRE	0.011903	55	400	345
253	81901	3,840	-	-	3,840	Annual	NONRE	0.011903	46	400	354
253	81902	1,780	-	-	1,780	Annual	NONRE	0.011903	21	400	379
253	81907	3,670	-	-	3,670	Annual	NONRE	0.011903	44	400	356
253	81957	870	-	-	870	Annual	NONRE	0.011903	10	400	390
253	81958	970	-	-	970	Annual	NONRE	0.011903	12	400	388
253	81959	890	-	-	890	Annual	NONRE	0.011903	11	400	389
253	82750	890	-	-	890	Annual	NONRE	0.011903	11	400	389
253	82751	890	-	-	890	Annual	NONRE	0.011903	11	400	389
253	82752	870	-	-	870	Annual	NONRE	0.011903	10	400	390
253	82753	900	-	-	900	Annual	NONRE	0.011903	11	400	389
253	82754	890	-	-	890	Annual	NONRE	0.011903	11	400	389
253	82755	870	-	-	870	Annual	NONRE	0.011903	10	400	390
253	82756	930	-	-	930	Annual	NONRE	0.011903	11	400	389
253	82757	870	-	-	870	Annual	NONRE	0.011903	10	400	390

253	82758	970	-	-	970	Annual	NONRE	0.011903	12	400	388
253	82759	1,060	-	-	1,060	Annual	NONRE	0.011903	13	400	387
253	82771	26,270	-	-	26,270	Annual	NONRE	0.011903	313	400	87
253	82772	27,190	-	-	27,190	Annual	NONRE	0.011903	324	400	76
253	83625	1,460	-	-	1,460	Annual	NONRE	0.011903	17	400	383
253	83626	940	-	-	940	Annual	NONRE	0.011903	11	400	389
253	83627	1,220	-	-	1,220	Annual	NONRE	0.011903	15	400	385
253	83628	930	-	-	930	Annual	NONRE	0.011903	11	400	389
253	83629	870	-	-	870	Annual	NONRE	0.011903	10	400	390
253	83631	870	-	-	870	Annual	NONRE	0.011903	10	400	390
253	83632	930	-	-	930	Annual	NONRE	0.011903	11	400	389
253	83633	930	-	-	930	Annual	NONRE	0.011903	11	400	389
253	83634	900	-	-	900	Annual	NONRE	0.011903	11	400	389
253	83635	870	-	-	870	Annual	NONRE	0.011903	10	400	390
253	83637	1,110	-	-	1,110	Annual	NONRE	0.011903	13	400	387
253	83638	1,110	-	-	1,110	Annual	NONRE	0.011903	13	400	387
253	83639	1,110	-	-	1,110	Annual	NONRE	0.011903	13	400	387
253	83640	1,110	-	-	1,110	Annual	NONRE	0.011903	13	400	387
253	83641	920	-	-	920	Annual	NONRE	0.011903	11	400	389
253	83642	3,010	-	-	3,010	Annual	NONRE	0.011903	36	400	364
253	83643	860	-	-	860	Annual	NONRE	0.011903	10	400	390
253	83648	930	-	-	930	Annual	NONRE	0.011903	11	400	389
253	83649	900	-	-	900	Annual	NONRE	0.011903	11	400	389
253	83650	1,020	-	-	1,020	Annual	NONRE	0.011903	12	400	388
253	83653	890	-	-	890	Annual	NONRE	0.011903	11	400	389
253	83654	890	-	-	890	Annual	NONRE	0.011903	11	400	389
253	83655	890	-	-	890	Annual	NONRE	0.011903	11	400	389
253	83656	890	-	-	890	Annual	NONRE	0.011903	11	400	389
253	83657	900	-	-	900	Annual	NONRE	0.011903	11	400	389
253	83658	940	-	-	940	Annual	NONRE	0.011903	11	400	389
253	83664	850	-	-	850	Annual	NONRE	0.011903	10	400	390
253	83665	860	-	-	860	Annual	NONRE	0.011903	10	400	390
253	83666	870	-	-	870	Annual	NONRE	0.011903	10	400	390
253	83667	1,700	-	-	1,700	Annual	NONRE	0.011903	20	400	380
253	83740	920	-	-	920	Annual	NONRE	0.011903	11	400	389
253	83741	980	-	-	980	Annual	NONRE	0.011903	12	400	388
253	83797	870	-	-	870	Annual	NONRE	0.011903	10	400	390
253	83798	860	-	-	860	Annual	NONRE	0.011903	10	400	390
253	83799	870	-	-	870	Annual	NONRE	0.011903	10	400	390
253	83800	1,670	-	-	1,670	Annual	NONRE	0.011903	20	400	380
253	83919	5,020	-	-	5,020	Annual	NONRE	0.011903	60	400	340
253	84005	30,940	-	-	30,940	Annual	NONRE	0.011903	368	400	32
253	98359	4,410	-	-	4,410	Annual	NONRE	0.011903	52	400	348
253	98360	2,410	-	-	2,410	Annual	NONRE	0.011903	29	400	371
253	98361	3,240	-	-	3,240	Annual	NONRE	0.011903	39	400	361
253	98364	9,270	-	-	9,270	Annual	NONRE	0.011903	110	400	290
253	98365	6,850	-	-	6,850	Annual	NONRE	0.011903	82	400	318
253	98366	7,020	-	-	7,020	Annual	NONRE	0.011903	84	400	316
253	98367	9,030	-	-	9,030	Annual	NONRE	0.011903	107	400	293
253	98372	9,220	-	-	9,220	Annual	NONRE	0.011903	110	400	290
253	98376	1,220	-	-	1,220	Annual	NONRE	0.011903	15	400	385
253	98378	8,650	-	-	8,650	Annual	NONRE	0.011903	103	400	297
253	98379	4,730	-	-	4,730	Annual	NONRE	0.011903	56	400	344
253	98380	1,540	-	-	1,540	Annual	NONRE	0.011903	18	400	382
253	98383	1,280	-	-	1,280	Annual	NONRE	0.011903	15	400	385
253	98387	1,440	-	-	1,440	Annual	NONRE	0.011903	17	400	383
253	98390	1,630	-	-	1,630	Annual	NONRE	0.011903	19	400	381
253	98397	4,280	-	-	4,280	Annual	NONRE	0.011903	51	400	349
253	98404	2,710	-	-	2,710	Annual	NONRE	0.011903	32	400	368
253	98407	2,500	-	-	2,500	Annual	NONRE	0.011903	30	400	370

253	98408	3,650	-	-	3,650	Annual	NONRE	0.011903	43	400	357
253	102057	1,160	-	-	1,160	Annual	NONRE	0.011903	14	400	386
253	102062	2,380	-	-	2,380	Annual	NONRE	0.011903	28	400	372
253	102074	2,590	-	-	2,590	Annual	NONRE	0.011903	31	400	369
253	102099	3,690	-	-	3,690	Annual	NONRE	0.011903	44	400	356
253	102121	3,220	-	-	3,220	Annual	NONRE	0.011903	38	400	362
253	102136	990	-	-	990	Annual	NONRE	0.011903	12	400	388
253	102163	4,680	-	-	4,680	Annual	NONRE	0.011903	56	400	344
253	104393	2,570	-	-	2,570	Annual	NONRE	0.011903	31	400	369
253	117292	3,710	-	-	3,710	Annual	NONRE	0.011903	44	400	356
253	117295	1,630	-	-	1,630	Annual	NONRE	0.011903	19	400	381
253	117321	3,580	-	-	3,580	Annual	NONRE	0.011903	43	400	357
253	117328	3,090	-	-	3,090	Annual	NONRE	0.011903	37	400	363
253	117749	1,560	-	-	1,560	Annual	NONRE	0.011903	19	400	381
253	117750	1,260	-	-	1,260	Annual	NONRE	0.011903	15	400	385
253	117760	7,380	-	-	7,380	Annual	NONRE	0.011903	88	400	312
253	117764	1,420	-	-	1,420	Annual	NONRE	0.011903	17	400	383
253	117766	3,440	-	-	3,440	Annual	NONRE	0.011903	41	400	359
253	117767	3,810	-	-	3,810	Annual	NONRE	0.011903	45	400	355
253	146753	5,670	-	-	5,670	Annual	NONRE	0.011903	67	400	333
253	148117	2,250	-	-	2,250	Annual	NONRE	0.011903	27	400	373
253	148119	5,430	-	-	5,430	Annual	NONRE	0.011903	65	400	335
253	148122	3,910	-	-	3,910	Annual	NONRE	0.011903	47	400	353
253	148127	1,430	-	-	1,430	Annual	NONRE	0.011903	17	400	383
253	153483	1,630	-	-	1,630	Annual	NONRE	0.011903	19	400	381
253	153501	1,410	-	-	1,410	Annual	NONRE	0.011903	17	400	383
253	153797	4,540	-	-	4,540	Annual	NONRE	0.011903	54	400	346
253	153814	1,730	-	-	1,730	Annual	NONRE	0.011903	21	400	379
253	153815	1,260	-	-	1,260	Annual	NONRE	0.011903	15	400	385
253	154727	1,830	-	-	1,830	Annual	NONRE	0.011903	22	400	378
253	159435	3,270	-	-	3,270	Annual	NONRE	0.011903	39	400	361
253	159954	1,630	-	-	1,630	Annual	NONRE	0.011903	19	400	381
253	179464	3,250	-	-	3,250	Annual	NONRE	0.011903	39	400	361
253	181737	1,620	-	-	1,620	Annual	NONRE	0.011903	19	400	381
253	182861	980	-	-	980	Annual	NONRE	0.011903	12	400	388
253	184332	1,710	-	-	1,710	Annual	NONRE	0.011903	20	400	380
253	184336	2,280	-	-	2,280	Annual	NONRE	0.011903	27	400	373
253	192323	3,770	-	-	3,770	Annual	NONRE	0.011903	45	400	355
253	203654	3,740	-	-	3,740	Annual	NONRE	0.011903	45	400	355
253	208962	3,180	-	-	3,180	Annual	NONRE	0.011903	38	400	362
253	219376	3,070	-	-	3,070	Annual	NONRE	0.011903	37	400	363
253	219377	3,270	-	-	3,270	Annual	NONRE	0.011903	39	400	361
253	221366	870	-	-	870	Annual	NONRE	0.011903	10	400	390
253	229997	1,600	-	-	1,600	Annual	NONRE	0.011903	19	400	381
253	229999	1,600	-	-	1,600	Annual	NONRE	0.011903	19	400	381
253	230006	2,070	-	-	2,070	Annual	NONRE	0.011903	25	400	375
253	230010	2,190	-	-	2,190	Annual	NONRE	0.011903	26	400	374
253	230013	3,410	-	-	3,410	Annual	NONRE	0.011903	41	400	359
253	230020	2,190	-	-	2,190	Annual	NONRE	0.011903	26	400	374
253	230096	2,600	-	-	2,600	Annual	NONRE	0.011903	31	400	369
253	234203	4,020	-	-	4,020	Annual	NONRE	0.011903	48	400	352
253	234204	4,000	-	-	4,000	Annual	NONRE	0.011903	48	400	352
253	234238	4,850	-	-	4,850	Annual	NONRE	0.011903	58	400	342
253	234242	3,160	-	-	3,160	Annual	NONRE	0.011903	38	400	362
253	234245	2,570	-	-	2,570	Annual	NONRE	0.011903	31	400	369
253	234246	3,960	-	-	3,960	Annual	NONRE	0.011903	47	400	353
253	234249	2,190	-	-	2,190	Annual	NONRE	0.011903	26	400	374
253	234556	2,530	-	-	2,530	Annual	NONRE	0.011903	30	400	370
253	234563	1,530	-	-	1,530	Annual	NONRE	0.011903	18	400	382
253	235722	3,110	-	-	3,110	Annual	NONRE	0.011903	37	400	363

253	238017	3,070	-	-	3,070	Annual	NONRE	0.011903	37	400	363
253	289278	4,240	-	-	4,240	Annual	NONRE	0.011903	50	400	350
253	289857	1,920	-	-	1,920	Annual	NONRE	0.011903	23	400	377
253	289867	2,880	-	-	2,880	Annual	NONRE	0.011903	34	400	366
253	291405	3,600	-	-	3,600	Annual	NONRE	0.011903	43	400	357
253	291650	3,630	-	-	3,630	Annual	NONRE	0.011903	43	400	357
253	296431	900	-	-	900	Annual	NONRE	0.011903	11	400	389
253	296442	2,930	-	-	2,930	Annual	NONRE	0.011903	35	400	365
253	296463	4,460	-	-	4,460	Annual	NONRE	0.011903	53	400	347
253	296472	2,800	-	-	2,800	Annual	NONRE	0.011903	33	400	367
253	296473	4,270	-	-	4,270	Annual	NONRE	0.011903	51	400	349
253	296474	1,960	-	-	1,960	Annual	NONRE	0.011903	23	400	377
253	296475	1,140	-	-	1,140	Annual	NONRE	0.011903	14	400	386
253	296476	2,730	-	-	2,730	Annual	NONRE	0.011903	32	400	368
253	300145	2,940	-	-	2,940	Annual	NONRE	0.011903	35	400	365
253	300346	1,030	-	-	1,030	Annual	NONRE	0.011903	12	400	388
253	300347	2,610	-	-	2,610	Annual	NONRE	0.011903	31	400	369
253	300348	3,520	-	-	3,520	Annual	NONRE	0.011903	42	400	358
253	300582	970	-	-	970	Annual	NONRE	0.011903	12	400	388
253	300583	950	-	-	950	Annual	NONRE	0.011903	11	400	389
253	303329	4,270	-	-	4,270	Annual	NONRE	0.011903	51	400	349
253	303331	3,580	-	-	3,580	Annual	NONRE	0.011903	43	400	357
253	303389	3,330	-	-	3,330	Annual	NONRE	0.011903	40	400	360
253	303411	1,830	-	-	1,830	Annual	NONRE	0.011903	22	400	378
253	303416	1,720	-	-	1,720	Annual	NONRE	0.011903	20	400	380
253	303417	1,790	-	-	1,790	Annual	NONRE	0.011903	21	400	379
253	303420	870	-	-	870	Annual	NONRE	0.011903	10	400	390
253	303421	3,170	-	-	3,170	Annual	NONRE	0.011903	38	400	362
253	303423	850	-	-	850	Annual	NONRE	0.011903	10	400	390
253	303424	880	-	-	880	Annual	NONRE	0.011903	10	400	390
253	303457	1,010	-	-	1,010	Annual	NONRE	0.011903	12	400	388
253	303458	930	-	-	930	Annual	NONRE	0.011903	11	400	389
253	303459	900	-	-	900	Annual	NONRE	0.011903	11	400	389
253	303477	1,390	-	-	1,390	Annual	NONRE	0.011903	17	400	383
253	307135	4,420	-	-	4,420	Annual	NONRE	0.011903	53	400	347
253	307140	2,570	-	-	2,570	Annual	NONRE	0.011903	31	400	369
253	307152	2,420	-	-	2,420	Annual	NONRE	0.011903	29	400	371
253	307153	4,850	-	-	4,850	Annual	NONRE	0.011903	58	400	342
253	307200	2,110	-	-	2,110	Annual	NONRE	0.011903	25	400	375
253	309860	1,460	-	-	1,460	Annual	NONRE	0.011903	17	400	383
253	309861	2,000	-	-	2,000	Annual	NONRE	0.011903	24	400	376
253	309862	2,460	-	-	2,460	Annual	NONRE	0.011903	29	400	371
253	410587	3,890	-	-	3,890	Annual	NONRE	0.011903	46	400	354
253	410905	2,710	-	-	2,710	Annual	NONRE	0.011903	32	400	368
253	410908	2,450	-	-	2,450	Annual	NONRE	0.011903	29	400	371
253	410924	720	-	-	720	Annual	NONRE	0.011903	9	400	391
253	410926	270	-	-	270	Annual	NONRE	0.011903	3	400	397
253	410927	60	-	-	60	Annual	NONRE	0.011903	1	400	399
253	410946	3,600	-	-	3,600	Annual	NONRE	0.011903	43	400	357
253	410947	4,560	-	-	4,560	Annual	NONRE	0.011903	54	400	346
253	410949	960	-	-	960	Annual	NONRE	0.011903	11	400	389
253	410951	3,190	-	-	3,190	Annual	NONRE	0.011903	38	400	362
253	410961	6,310	-	-	6,310	Annual	NONRE	0.011903	75	400	325
253	410966	930	-	-	930	Annual	NONRE	0.011903	11	400	389
253	410971	2,340	-	-	2,340	Annual	NONRE	0.011903	28	400	372
253	410972	2,340	-	-	2,340	Annual	NONRE	0.011903	28	400	372
253	410974	2,780	-	-	2,780	Annual	NONRE	0.011903	33	400	367
253	410976	2,340	-	-	2,340	Annual	NONRE	0.011903	28	400	372
253	410977	2,340	-	-	2,340	Annual	NONRE	0.011903	28	400	372
253	410978	4,680	-	-	4,680	Annual	NONRE	0.011903	56	400	344

253	411066	1,150	-	-	1,150	Annual	NONRE	0.011903	14	400	386
253	411068	850	-	-	850	Annual	NONRE	0.011903	10	400	390
253	411069	850	-	-	850	Annual	NONRE	0.011903	10	400	390
253	411070	850	-	-	850	Annual	NONRE	0.011903	10	400	390
253	411071	850	-	-	850	Annual	NONRE	0.011903	10	400	390
253	411072	1,460	-	-	1,460	Annual	NONRE	0.011903	17	400	383
253	411073	4,050	-	-	4,050	Annual	NONRE	0.011903	48	400	352
253	411074	4,250	-	-	4,250	Annual	NONRE	0.011903	51	400	349
253	411077	1,150	-	-	1,150	Annual	NONRE	0.011903	14	400	386
253	411098	2,470	-	-	2,470	Annual	NONRE	0.011903	29	400	371
253	411164	2,570	-	-	2,570	Annual	NONRE	0.011903	31	400	369
253	411165	2,530	-	-	2,530	Annual	NONRE	0.011903	30	400	370
253	411166	3,010	-	-	3,010	Annual	NONRE	0.011903	36	400	364
253	411167	5,630	-	-	5,630	Annual	NONRE	0.011903	67	400	333
253	411168	860	-	-	860	Annual	NONRE	0.011903	10	400	390
253	411250	1,630	-	-	1,630	Annual	NONRE	0.011903	19	400	381
253	411251	2,110	-	-	2,110	Annual	NONRE	0.011903	25	400	375
253	411252	1,100	-	-	1,100	Annual	NONRE	0.011903	13	400	387
253	411253	1,070	-	-	1,070	Annual	NONRE	0.011903	13	400	387
253	411254	1,070	-	-	1,070	Annual	NONRE	0.011903	13	400	387
253	411256	900	-	-	900	Annual	NONRE	0.011903	11	400	389
253	411257	4,660	-	-	4,660	Annual	NONRE	0.011903	55	400	345
253	411258	870	-	-	870	Annual	NONRE	0.011903	10	400	390
253	411259	890	-	-	890	Annual	NONRE	0.011903	11	400	389
253	411260	850	-	-	850	Annual	NONRE	0.011903	10	400	390
253	411261	4,900	-	-	4,900	Annual	NONRE	0.011903	58	400	342
253	422003	3,150	-	-	3,150	Annual	NONRE	0.011903	37	400	363
253	422004	2,740	-	-	2,740	Annual	NONRE	0.011903	33	400	367
253	422005	3,280	-	-	3,280	Annual	NONRE	0.011903	39	400	361
253	422006	3,760	-	-	3,760	Annual	NONRE	0.011903	45	400	355
253	422007	870	-	-	870	Annual	NONRE	0.011903	10	400	390
253	422008	970	-	-	970	Annual	NONRE	0.011903	12	400	388
253	422009	870	-	-	870	Annual	NONRE	0.011903	10	400	390
253	422010	890	-	-	890	Annual	NONRE	0.011903	11	400	389
253	422011	870	-	-	870	Annual	NONRE	0.011903	10	400	390
253	422012	870	-	-	870	Annual	NONRE	0.011903	10	400	390
253	422013	880	-	-	880	Annual	NONRE	0.011903	10	400	390
253	422014	880	-	-	880	Annual	NONRE	0.011903	10	400	390
253	422016	870	-	-	870	Annual	NONRE	0.011903	10	400	390
253	422017	870	-	-	870	Annual	NONRE	0.011903	10	400	390
253	422018	1,600	-	-	1,600	Annual	NONRE	0.011903	19	400	381
253	422019	1,600	-	-	1,600	Annual	NONRE	0.011903	19	400	381
253	422020	1,730	-	-	1,730	Annual	NONRE	0.011903	21	400	379
253	422021	870	-	-	870	Annual	NONRE	0.011903	10	400	390
253	422022	840	-	-	840	Annual	NONRE	0.011903	10	400	390
253	422023	900	-	-	900	Annual	NONRE	0.011903	11	400	389
253	422024	1,220	-	-	1,220	Annual	NONRE	0.011903	15	400	385
253	422025	1,070	-	-	1,070	Annual	NONRE	0.011903	13	400	387
253	422026	1,440	-	-	1,440	Annual	NONRE	0.011903	17	400	383
253	422027	930	-	-	930	Annual	NONRE	0.011903	11	400	389
253	422028	1,560	-	-	1,560	Annual	NONRE	0.011903	19	400	381
253	422029	1,390	-	-	1,390	Annual	NONRE	0.011903	17	400	383
253	422030	1,070	-	-	1,070	Annual	NONRE	0.011903	13	400	387
253	422031	900	-	-	900	Annual	NONRE	0.011903	11	400	389
253	422032	1,480	-	-	1,480	Annual	NONRE	0.011903	18	400	382
253	422035	870	-	-	870	Annual	NONRE	0.011903	10	400	390
253	422036	850	-	-	850	Annual	NONRE	0.011903	10	400	390
253	422037	870	-	-	870	Annual	NONRE	0.011903	10	400	390
253	422038	4,640	-	-	4,640	Annual	NONRE	0.011903	55	400	345
253	422040	1,560	-	-	1,560	Annual	NONRE	0.011903	19	400	381

253	422041	3,160	-	-	3,160	Annual	NONRE	0.011903	38	400	362
253	422042	1,360	-	-	1,360	Annual	NONRE	0.011903	16	400	384
253	422043	890	-	-	890	Annual	NONRE	0.011903	11	400	389
253	422044	850	-	-	850	Annual	NONRE	0.011903	10	400	390
253	422045	840	-	-	840	Annual	NONRE	0.011903	10	400	390
253	422046	1,120	-	-	1,120	Annual	NONRE	0.011903	13	400	387
253	422047	930	-	-	930	Annual	NONRE	0.011903	11	400	389
253	422048	870	-	-	870	Annual	NONRE	0.011903	10	400	390
253	422049	910	-	-	910	Annual	NONRE	0.011903	11	400	389
253	422050	850	-	-	850	Annual	NONRE	0.011903	10	400	390
253	422051	890	-	-	890	Annual	NONRE	0.011903	11	400	389
253	422064	1,060	-	-	1,060	Annual	NONRE	0.011903	13	400	387
253	422065	1,330	-	-	1,330	Annual	NONRE	0.011903	16	400	384
253	422066	3,510	-	-	3,510	Annual	NONRE	0.011903	42	400	358
253	422067	2,300	-	-	2,300	Annual	NONRE	0.011903	27	400	373
253	422068	2,630	-	-	2,630	Annual	NONRE	0.011903	31	400	369
253	422069	910	-	-	910	Annual	NONRE	0.011903	11	400	389
253	422082	870	-	-	870	Annual	NONRE	0.011903	10	400	390
253	422083	950	-	-	950	Annual	NONRE	0.011903	11	400	389
253	422084	890	-	-	890	Annual	NONRE	0.011903	11	400	389
253	422085	1,460	-	-	1,460	Annual	NONRE	0.011903	17	400	383
253	422086	1,400	-	-	1,400	Annual	NONRE	0.011903	17	400	383
253	422087	4,670	-	-	4,670	Annual	NONRE	0.011903	56	400	344
253	422089	1,040	-	-	1,040	Annual	NONRE	0.011903	12	400	388
253	422090	860	-	-	860	Annual	NONRE	0.011903	10	400	390
253	422091	870	-	-	870	Annual	NONRE	0.011903	10	400	390
253	422092	1,420	-	-	1,420	Annual	NONRE	0.011903	17	400	383
253	422102	920	-	-	920	Annual	NONRE	0.011903	11	400	389
253	422103	870	-	-	870	Annual	NONRE	0.011903	10	400	390
253	422105	870	-	-	870	Annual	NONRE	0.011903	10	400	390
253	422106	860	-	-	860	Annual	NONRE	0.011903	10	400	390
253	422111	1,190	-	-	1,190	Annual	NONRE	0.011903	14	400	386
253	422112	870	-	-	870	Annual	NONRE	0.011903	10	400	390
253	422113	870	-	-	870	Annual	NONRE	0.011903	10	400	390
253	422114	870	-	-	870	Annual	NONRE	0.011903	10	400	390
253	422115	870	-	-	870	Annual	NONRE	0.011903	10	400	390
253	422116	870	-	-	870	Annual	NONRE	0.011903	10	400	390
253	422117	870	-	-	870	Annual	NONRE	0.011903	10	400	390
253	422118	920	-	-	920	Annual	NONRE	0.011903	11	400	389
253	422119	870	-	-	870	Annual	NONRE	0.011903	10	400	390
253	422120	970	-	-	970	Annual	NONRE	0.011903	12	400	388
253	440001	1,910	-	-	1,910	Annual	NONRE	0.011903	23	400	377
253	440002	1,580	-	-	1,580	Annual	NONRE	0.011903	19	400	381
253	440003	3,640	-	-	3,640	Annual	NONRE	0.011903	43	400	357
253	440004	1,140	-	-	1,140	Annual	NONRE	0.011903	14	400	386
253	440005	990	-	-	990	Annual	NONRE	0.011903	12	400	388
253	440006	950	-	-	950	Annual	NONRE	0.011903	11	400	389
253	440007	1,150	-	-	1,150	Annual	NONRE	0.011903	14	400	386
253	440010	870	-	-	870	Annual	NONRE	0.011903	10	400	390
253	440011	3,080	-	-	3,080	Annual	NONRE	0.011903	37	400	363
253	440012	970	-	-	970	Annual	NONRE	0.011903	12	400	388
253	440013	900	-	-	900	Annual	NONRE	0.011903	11	400	389
253	440014	990	-	-	990	Annual	NONRE	0.011903	12	400	388
253	440017	1,220	-	-	1,220	Annual	NONRE	0.011903	15	400	385
253	440018	2,390	-	-	2,390	Annual	NONRE	0.011903	28	400	372
253	440019	870	-	-	870	Annual	NONRE	0.011903	10	400	390
253	440020	870	-	-	870	Annual	NONRE	0.011903	10	400	390
253	440021	870	-	-	870	Annual	NONRE	0.011903	10	400	390
253	440022	2,530	-	-	2,530	Annual	NONRE	0.011903	30	400	370
253	440023	1,840	-	-	1,840	Annual	NONRE	0.011903	22	400	378

253	440024	2,110	-	-	2,110	Annual	NONRE	0.011903	25	400	375
253	440025	1,000	-	-	1,000	Annual	NONRE	0.011903	12	400	388
253	440026	940	-	-	940	Annual	NONRE	0.011903	11	400	389
253	440027	2,110	-	-	2,110	Annual	NONRE	0.011903	25	400	375
253	440029	940	-	-	940	Annual	NONRE	0.011903	11	400	389
253	440030	940	-	-	940	Annual	NONRE	0.011903	11	400	389
253	440031	2,100	-	-	2,100	Annual	NONRE	0.011903	25	400	375
253	440032	870	-	-	870	Annual	NONRE	0.011903	10	400	390
253	440033	970	-	-	970	Annual	NONRE	0.011903	12	400	388
253	440034	2,540	-	-	2,540	Annual	NONRE	0.011903	30	400	370
253	440035	940	-	-	940	Annual	NONRE	0.011903	11	400	389
253	440043	2,440	-	-	2,440	Annual	NONRE	0.011903	29	400	371
253	440047	850	-	-	850	Annual	NONRE	0.011903	10	400	390
253	440049	840	-	-	840	Annual	NONRE	0.011903	10	400	390
253	440050	840	-	-	840	Annual	NONRE	0.011903	10	400	390
253	440051	930	-	-	930	Annual	NONRE	0.011903	11	400	389
253	440052	930	-	-	930	Annual	NONRE	0.011903	11	400	389
253	440053	930	-	-	930	Annual	NONRE	0.011903	11	400	389
253	440054	930	-	-	930	Annual	NONRE	0.011903	11	400	389

Roll	Assessment	Legal	Size				Comments
081956	\$ 110		SW-31-107-20-5	1	9900	F	Misc. Lease
155351	\$ 170		SW-8-109-12-5	0.3	2095	A1	The only property they own
081953	\$ 260		SE-1-112-1-5	2.37	9900	999999	Misc. Lease
077095	\$ 730		SW-21-118-12-5	1	9950	CR	Misc. Lease
081945	\$ 1,110		SE-27-110-24-5	10.27	9900	F	Misc. Lease
081946	\$ 1,110		SW-27-110-24-5	10.26	9900	F	Misc. Lease
081947	\$ 1,110		NW-27-110-24-5	10.26	9900	F	Misc. Lease
081948	\$ 1,110		NE-27-110-24-5	10.26	9900	F	Misc. Lease
182851	\$ 1,250		NE-3-121-19-5	1	7505	A1	Trappers Cabin
076748	\$ 1,310	NORTHVER 6		0.3	5005	A1	Could be Farmland
291535	\$ 1,350		NW-5-109-6-6	0.44	2085	F	Campsite
410995	\$ 1,390		NE-18-100-12-5	0.88	9950	F	Misc. Lease
071129	\$ 1,460		SW-6-99-8-5	1	9950	F	Trappers Cabin
071131	\$ 1,460		NE-8-101-9-5	1	9950	F	Trappers Cabin
234376	\$ 1,460		SW-8-123-3-6	1	9950	F	Trappers Cabin
234378	\$ 1,460		SW-5-123-4-6	1	9950	F	Fishing Cabin
410907	\$ 1,460		NW-31-112-20-5	1	9950	F	Trappers Cabin
410953	\$ 1,470		NE-25-123-4-5	1.01	9950	F	Fishing Cabin
074356	\$ 1,740		NE-28-108-5-5	1.06	2085	A	Misc. Lease
289333	\$ 1,880		S -9-105-17-5	1	2085	F	Trappers Cabin
081951	\$ 2,140		NE-7-117-5-6	19.77	9900	999999	Misc. Lease
081952	\$ 2,140		NW-8-117-5-6	19.77	9900	999999	Misc. Lease
081949	\$ 2,160		SW-26-107-6-6	19.98	9900	F	Misc. Lease
081950	\$ 2,160		SE-27-107-6-6	19.98	9900	F	Misc. Lease
077024	\$ 2,430	CARCAJOU 1 1		691.2	9005	CR	CARCAJOU 1 1
074690	\$ 2,450		SW-2-109-13-5	2	5505	A	Could be Farmland
117775	\$ 2,500		W -3-121-19-5	3	7505	F	S of Steen Rv.8-10 milesW hw
071121	\$ 2,530		NE-36-107-24-5	3.56	9950	F	Misc. Lease
313866	\$ 2,560		SW-27-110-6-6	3.64	9950	F	Marv's Blade Service
077025	\$ 2,570	CARCAJOU 1 2		919.7	9005	CR	CARCAJOU 1 1
077026	\$ 2,570	2 6	PT-30-101-19-5	919.7	9005	CR	CARCAJOU 1 1
077027	\$ 2,570	2 7	PT-30-101-19-5	919.7	9005	CR	CARCAJOU 1 1
077028	\$ 2,570	CARCAJOU 2 9		919.7	9005	CR	CARCAJOU 1 1
077029	\$ 2,570	CARCAJOU 2 10		919.7	9005	CR	CARCAJOU 1 1
077030	\$ 2,570	2 15	PT-30-101-19-5	919.7	9005	CR	CARCAJOU 1 1
118524	\$ 2,570	CARCAJOU 4 1		919.7	9005	CR	CARCAJOU 1 1
118525	\$ 2,570	CARCAJOU 4 2		919.7	9005	CR	CARCAJOU 1 1

118526	\$ 2,570	CARCAJOU 4 3		919.7	9005	CR		CARCAJOU 1 1
118527	\$ 2,570	CARCAJOU 4 4		919.7	9005	CR		CARCAJOU 1 1
118528	\$ 2,570	CARCAJOU 4 5		919.7	9005	CR		CARCAJOU 1 1
118535	\$ 2,570	CARCAJOU 4 12		919.7	9005	CR		CARCAJOU 1 1
118536	\$ 2,570	CARCAJOU 4 13		919.7	9005	CR		CARCAJOU 1 1
118537	\$ 2,570	CARCAJOU 4 14		919.7	9005	CR		CARCAJOU 1 1
118538	\$ 2,570	CARCAJOU 4 15		919.7	9005	CR		CARCAJOU 1 1
118539	\$ 2,570	CARCAJOU 4 16		919.7	9005	CR		CARCAJOU 1 1
234592	\$ 2,570	8621618 1 3	S -16-109-14-5	1.41	2095	A1		Could be Farmland
071130	\$ 2,620		NW-3-120-8-6	3.83	9950	F		Misc. Lease
231040	\$ 2,820		NW-23-104-18-5	0.65	2080	A1		Could be Farmland
077176	\$ 3,210	0226371 1 1	NE-19-108-13-5	13.27	2075	CR		Non Farm Sheds Travel Trailer
071120	\$ 3,540		SW-16-97-16-5	8.92	9950	F		Misc. Lease
303460	\$ 3,740		SE-28-122-22-5	11.73	9950	F	Portable Camp	Portable Camp
071132	\$ 3,870		NE-32-106-20-5	15.7	9950	F		Misc. Lease
237050	\$ 3,970		NW-27-110-15-5	157	2095	A1		Has Cabin N/V
234199	\$ 4,010		SE-20-116-22-5	20	9950	F		Misc. Lease
234211	\$ 4,080		SW-20-109-14-5	3.25	2095	A1		Could be Farmland
077072	\$ 4,230		NE-28-108-5-5	5.26	2085	A1		????? Remote
105719	\$ 4,230		SW-24-108-14-5	3.6	2095	A1		Cabin?
106132	\$ 4,730	3421RS 1		1	4005	A2		Old Farm Site
303328	\$ 5,210	9122501	SW-15-110-6-6	7.88	2085	F	Closed Camp	Closed Camp
077082	\$ 5,990	NORTHVER 6		40.29	5005	A1		Could be Farmland
082971	\$ 6,420	1120933 1 1	SW-6-106-10-5	14.83	2085	REC		Could be Farmland
230032	\$ 6,430	NORTHVER 7		71.2	5005	A1		Could be Farmland
300514	\$ 6,870		OT-14-104-17-5	2752	2070	A1		Could be Farmland
074360	\$ 7,140		SW-28-108-5-5	23.2	2085	A		????? Remote
229764	\$ 7,950		NW-3-110-12-5	148	2095	A1		Gravel Pit
084004	\$ 8,060	1423390 1 1	NE-21-109-12-5	19.99	2095	A		Could be Farmland
313764	\$ 9,580	FORTVER 4 2		4.85	4005	A1		Could be Farmland
074354	\$ 9,900		NE-21-108-5-5	151.3	2085	A		????? Remote
071169	\$ 9,960		SW-5-106-10-5	155.92	2085	A		Could be Farmland
071168	\$ 9,980		NW-5-106-10-5	157.89	2085	A		Could be Farmland
077017	\$ 9,980		SE-5-106-10-5	158	2085	999999		Could be Farmland
077016	\$ 10,000		NE-5-106-10-5	160	2085	999999		Could be Farmland
077153	\$ 10,510	0122639 53		1830	9505	CR		Hutch Lake
077154	\$ 10,510	0122639 54		1830	9505	CR		Hutch Lake
077155	\$ 10,510	0122639 55		1830	9505	CR		Hutch Lake

077156	\$ 10,510	0122639 56		1830	9505	CR		Hutch Lake
077157	\$ 10,510	0122639 57		1830	9505	CR		Hutch Lake
077158	\$ 10,510	0122639 58		1830	9505	HLR		Hutch Lake
215384	\$ 10,510		SW-12-110-15-5	76.2	2095	A1		Could be Farmland
229718	\$ 10,890		NW-2-110-11-5	97.51	2095	A1		Could be Farmland
074757	\$ 11,750		SW-31-109-13-5	160	2095	A		Could be Farmland
234584	\$ 11,750		SE-12-109-11-5	160	2095	A1		Could be Farmland
300086	\$ 11,750		NE-27-109-12-5	160	2095	A1		Could be Farmland
300087	\$ 11,750		NW-27-109-12-5	160	2095	A1		Could be Farmland
077160	\$ 11,820	0122639 60		1830	9505	CR		Hutch Lake
077145	\$ 12,160	0122639 45		2690	9505	CR		Hutch Lake
076678	\$ 12,950	FORTVER 2 7A		3	2075	CR		Old Farm Site
307103	\$ 13,020	9222231 10	NW-28-112-20-5	1780.7	9505	HLR		Hutch Lake
307102	\$ 13,020	9222231 9	NW-28-112-20-5	1780.7	9505	HLR		Hutch Lake
307105	\$ 13,020	9222231 12	NW-28-112-20-5	1780.7	9505	HLR		Hutch Lake
307107	\$ 13,020	9222231 14	NW-28-112-20-5	1780.7	9505	HLR	Tax Forfeiture	Hutch Lake
077146	\$ 13,850	0122639 46		2780	9505	CR		Hutch Lake
077142	\$ 14,280	0122639 42		2277	9505	CR		Hutch Lake
077136	\$ 14,350	0122639 36		2310	9505	CR		Hutch Lake
307094	\$ 14,350	9222231 1	NW-28-112-20-5	2306.8	9505	HLR		Hutch Lake
077141	\$ 14,780	0122639 41		2504.7	9505	CR		Hutch Lake
307098	\$ 14,970	9222231 5	NW-28-112-20-5	2590.1	9505	HLR		Hutch Lake
077144	\$ 15,020	0122639 44		2610	9505	CR		Hutch Lake
307101	\$ 15,240	9222231 7	NW-28-112-20-5	2711.5	9505	HLR		Hutch Lake
077147	\$ 15,590	0122639 47		2870	9505	CR		Hutch Lake
077150	\$ 15,610	0122639 50		2880	9505	CR		Hutch Lake
076719	\$ 15,730	FORTVER 4 10		57.65	4005	A1		Could be Farmland
077148	\$ 15,770	0122639 48		2950	9505	CR		Hutch Lake
077138	\$ 15,790	0122639 38		2310	9505	CR		Hutch Lake
077149	\$ 15,900	0122639 49		3010	9505	CR		Hutch Lake
234500	\$ 16,660		SE-3-109-12-5	4.96	2075	A1		Could be Farmland
082505	\$ 16,710	0721050 12 1		4.99	2075	A1		????? Remote
234499	\$ 16,790		NW-2-109-12-5	5.04	2075	A1		Could be Farmland
307110	\$ 16,850	9222231 17	NW-28-112-20-5	3440	9505	HLR		????? Remote
082801	\$ 17,070	1020707 1 1	SE-23-104-15-5	3.85	2065	A1		Vacant Residential
076706	\$ 17,820	FORTVER 3 11		13.24	2075	CR		Could be Farmland
071028	\$ 18,490		SW-16-106-11-5	6.16	2075	A		Could be Farmland
075066	\$ 18,850		NW-13-108-14-5	6.4	2075	A		Could be Farmland

082621	\$ 22,140	0826817 3 4	SW-12-107-14-5	2.99	2060	RC2		Could be Farmland
082623	\$ 22,140	0826817 3 5	SW-12-107-14-5	2.99	2060	RC2		Could be Farmland
082624	\$ 22,140	0826817 3 6	SW-12-107-14-5	2.99	2060	RC2		Could be Farmland
082625	\$ 22,140	0826817 3 7	SW-12-107-14-5	2.99	2060	RC2		Could be Farmland
083835	\$ 23,180	1322689 1 2	SE-9-110-15-5	7.46	2095	A		Could be Farmland
072119	\$ 23,290	0022624 1 1	SE-30-108-18-5	10.01	2045	A		Could be Farmland
081944	\$ 23,380		NE-22-110-24-5	10.27	2045	999999		Misc. Lease
082620	\$ 23,470	0826817 3 3	SW-12-107-14-5	3.01	2060	RC2		
296444	\$ 23,560	8920568 1 1	NE-11-110-18-5	4.99	2020	A1		
082626	\$ 23,600	0826817 3 8	SW-12-107-14-5	3.06	2060	RC2		
082627	\$ 23,600	0826817 3 9	SW-12-107-14-5	3.06	2060	RC2		
082628	\$ 23,600	0826817 3 10	SW-12-107-14-5	3.06	2060	RC2		
082675	\$ 24,550	0829126 1 1	SE-21-110-18-5	10.01	2030	A1		
082576	\$ 24,870	0729088 1 1	SE-16-109-16-5	9.98	2040	A1		
313773	\$ 25,200		NW-8-104-17-5	12.5	2075	A1		
084009	\$ 25,210	1423745 1 1	SE-15-107-13-5	12.53	2075	A1		
083841	\$ 26,170	1322902 1 3	NW-20-105-13-5	10.01	2070	A1		
084037	\$ 26,170	1424435 1 1	NE-7-106-12-5	10.01	2070	A1		
084038	\$ 26,170	1424435 1 2	NE-7-106-12-5	10.01	2070	A1		
084041	\$ 26,170	1424599 2 1	SW-4-107-13-5	10.01	2070	A1		
082802	\$ 26,200	1020707 1 2	SE-23-104-15-5	9.12	2065	A1		
083816	\$ 26,580	1321088 1 1	NW-9-104-17-5	11.1	2070	A1		
083852	\$ 27,220	1324359 1 1	SW-27-105-14-5	4.45	2060	A1		
082404	\$ 27,260	0624078 2 5	SE-32-110-19-5	3.43	2010	CR		
082403	\$ 27,550	0624078 2 4	SE-32-110-19-5	3.53	2010	CR		
083837	\$ 27,600	1322635 1 1	E -17-108-12-5	19.42	2075	A1		
082402	\$ 27,700	0624078 2 3	SE-32-110-19-5	3.58	2010	CR		
082401	\$ 27,790	0624078 2 2	SE-32-110-19-5	3.61	2010	CR		
306819	\$ 27,930	9220367 1 1	NW-18-109-13-5	5.19	2095	A1		
082619	\$ 28,630	0826817 3 2	SW-12-107-14-5	4.99	2060	RC2		
084044	\$ 28,630	1424684 1 2	SE-33-100-14-5	4.99	2060	A1		
307113	\$ 28,990	9222231 20	NW-28-112-20-5	1780.7	9506	HLR		
307121	\$ 29,790	9222231 27	NW-28-112-20-5	1942.6	9506	HLR		
082544	\$ 29,950	0725380 3 1		28.15	2075	HI1		
083817	\$ 30,260	1321235 1 1	SE-29-107-13-5	10.01	2065	999999		
083422	\$ 30,270	1220237 1 1	NW-15-104-15-5	10.03	2065	A		
291478	\$ 31,170	8822429 1 1	NE-31-110-19-5	4.78	2010	A1		
219402	\$ 32,140		NW-25-105-15-5	5.39	2055	A1		

082405	\$ 32,210	0624078 2 6	SE-32-110-19-5	5.14	2010	CR		
082761	\$ 33,160	0924953 2 1	NW-31-109-18-5	6.38	2015	A1		
082587	\$ 34,260	0820368 1 1	SE-31-109-18-5	9.98	2020	A1		
306823	\$ 34,500	9221038 1 2	SE-24-108-14-5	62.81	2075	A1		
307123	\$ 35,310	9222231 30	NW-28-112-20-5	2994.8	9506	HLR		
071073	\$ 35,960		SE-4-111-19-5	71.47	2030	A		
076708	\$ 36,700	FORTVER 3 11		1.69	3005	HCR2		
082590	\$ 36,780	0821078 1 2	NW-22-107-14-5	3.11	2065	A		
082606	\$ 36,830	0825028 1 1	SE-18-110-18-5	15.17	2020	A1		
083614	\$ 39,010	1223100 1 1	NW-31-104-14-5	10.01	2065	A		
083868	\$ 39,720	1324942 1 2	SE-33-105-15-5	5.26	2055	A1		
074359	\$ 39,910		SE-28-108-5-5	151.7	2085	A		
296859	\$ 40,840		NE-22-110-18-5	159	2030	A1		
082397	\$ 41,680	0622511 1 1	SW-33-106-15-5	10.01	2060	A1		
084042	\$ 41,680	1424683 1 1	SE-12-107-14-5	10.01	2060	A1		
083873	\$ 41,730	1325104 1 1	SE-9-106-14-5	10.08	2060	A		
076769	\$ 41,760	0426626 1 1	NE-7-110-17-5	9.98	2020	CR		
083076	\$ 41,830	1122975 1 1	NE-11-108-12-5	10.01	2075	A1		
082582	\$ 41,870	0729527 2 2	SE-22-109-18-5	9.98	2025	A		
082709	\$ 41,870	0924619 1 1	NW-15-110-18-5	9.98	2025	A1		
082553	\$ 42,080	0727508 1 1	NW-19-105-14-5	5.93	2055	A1		
082434	\$ 42,310	0624963 1 21	SW-13-106-15-5	3.16	2055	RC4		
077135	\$ 42,740	0220218 1 3	NW-32-109-17-5	9.96	2015	A1		
071006	\$ 42,850	9525082 1	SW-23-110-19-5	10	2015	A		
230986	\$ 43,100		NW-22-110-17-5	147.02	2045	A1		
081730	\$ 46,000	9920989 1	NE-20-108-16-5	4.99	2045	CR		
082803	\$ 47,620	1020757 1 1	SE-11-108-13-5	2.89	2075	A1		
076672	\$ 49,420	FORTVER 2 8		5.33	4005	A		
188241	\$ 49,760		SE-24-104-16-5	160	2065	A1		
071016	\$ 54,040	9520847 1 1	SE-26-104-15-5	4.99	2065	A		
082925	\$ 55,500	1026365 38 56		0.09	1003	HR1B	From DP Main 1680 Bsmt 1624 Gar 996	
083996	\$ 56,440	1422775 2 1	NW-31-105-14-5	10.01	2055	A1		
084003	\$ 56,440	1423322 2 2	SE-25-105-15-5	10.01	2055	999999		
084051	\$ 59,150	1425016 1 1	NE-36-105-13-5	9.88	2075	A1		
084007	\$ 59,330	1423622 1 1	SW-15-107-13-5	10.01	2075	A1		
083877	\$ 59,340	1325316 1 1	NE-14-107-12-5	10.03	2075	A1		
083865	\$ 61,170	1324722 2 1	NW-9-107-13-5	10.01	2070	A1		
082776	\$ 61,790	0927557 1 1	SE-16-110-19-5	2.97	2005	RC4		

082778	\$ 61,790	0927557 1 3	SE-16-110-19-5	2.97	2005	RC4		
082427	\$ 64,180	0624963 1 14	SW-13-106-15-5	3.14	2055	RC4		
082618	\$ 64,330	0826817 3 1		3.34	2060	RC2		
082777	\$ 64,730	0927557 1 2	SE-16-110-19-5	2.94	2005	A		
307092	\$ 64,790	9223304 1 1	SW-3-110-18-5	6.99	2015	RM1		
083844	\$ 65,260	1323618 1 1	SE-27-104-15-5	10.01	2065	A		
083848	\$ 65,260	1324094 1 1	NW-11-104-16-5	10.01	2065	A1		
083896	\$ 65,260	1420272 1 1	NE-17-104-15-5	10.01	2065	A		
082522	\$ 66,870	0722976 1 4	NW-21-110-19-5	4.37	2005	RC2		
082520	\$ 67,050	0722976 1 6	NW-21-110-19-5	4.42	2005	RC2		
081985	\$ 67,540	0424700 1 10		2.1	1011	HCR1		
076544	\$ 69,010	0420507 1 3	NE-17-106-15-5	6.3	2050	A		
081769	\$ 69,540	9723735 2	NW-19-110-18-5	9.09	2025	A1		
082701	\$ 71,740	0922598 1 1	SW-19-110-18-5	9.93	2025	A		
082849	\$ 71,780	1024542 1 45	SW-13-106-15-5	3.01	2055	RC4		
082850	\$ 71,780	1024542 1 46	SW-13-106-15-5	3.01	2055	RC4		
082851	\$ 71,780	1024542 1 47	SW-13-106-15-5	3.01	2055	RC4		
082426	\$ 71,890	0624963 1 13	SW-13-106-15-5	3.04	2055	RC4		
082828	\$ 71,890	1024542 1 24	SW-13-106-15-5	3.04	2055	RC4		
082845	\$ 71,960	1024542 1 40	SW-13-106-15-5	3.06	2055	RC4		
082829	\$ 72,060	1024542 1 25	SW-13-106-15-5	3.09	2055	RC4		
082847	\$ 72,060	1024542 1 42	SW-13-106-15-5	3.09	2055	RC4		
208125	\$ 72,210		SW-35-105-15-5	37.09	2055	RC1		
082419	\$ 72,240	0624963 1 6	SW-13-106-15-5	3.14	2055	RC4		
082838	\$ 72,420	1024542 1 34	SW-13-106-15-5	3.19	2055	RC4		
082836	\$ 72,770	1024542 1 30	SW-13-106-15-5	3.29	2055	RC4		
081707	\$ 73,090	0120996 1 1	SE-7-109-19-5	10.38	2015	A1		
076002	\$ 76,850	9920893 1 1	NE-3-106-15-5	3.81	1011	HCR2		
082421	\$ 76,950	0624963 1 8	SW-13-106-15-5	3.11	2055	RC4		
082861	\$ 78,800	1024960 1 2	SE-7-109-19-5	19.72	2015	A1		
082779	\$ 81,460	0927697 1 1	NE-5-106-14-5	16.23	2055	A1		
076551	\$ 89,650	0420507 1 8	NE-17-106-15-5	9.98	2050	RC1		
083849	\$ 89,780	1324101 2 1	NE-16-106-15-5	10.01	2050	A		
084054	\$ 94,110	1422408 1 1	SE-3-106-15-5	13.39	2050	A1		
083858	\$ 96,440	1324569 1 1	NW-6-106-15-5	10.01	2055	A		
083742	\$101,830	1224024 2 1	NE-34-105-15-5	5.02	2050	A		
076349	\$102,230	0124176 4 A		19.72	2050	HR-1		
076545	\$105,250	0420507 1 4	NE-17-106-15-5	5.63	2050	RC1		

076546	\$105,250	0420507 1 5	NE-17-106-15-5	5.63	2050	RC1		
076543	\$113,720	0420507 1 2	NE-17-106-15-5	7.14	2050	HP		
289560	\$333,440	8721101 C		1.43	1004	HC2		





Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>June 22, 2015</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Chief Administration Officer</b>
<b>Title:</b>	<b>La Crete Recreational Society Request</b>

**BACKGROUND / PROPOSAL:**

Mackenzie County is the owner of recreational facilities in La Crete and has an operational agreement in place with the La Crete Recreation Society. Mackenzie County provides an annual operational grant to the Society and provides funds for capital upkeep and replacements. The Society has been successful in obtaining capital grants from other sources and this helps with maintaining the recreational facilities in La Crete. Under the operational agreement, all capital expansions must be approved by Council prior to commencement.

**OPTIONS & BENEFITS:**

Please see attached letter from the La Crete Recreational Society requesting that Mackenzie Council grants them permission to further develop the property currently regarded as the La Crete Arena Facility and Arena Grounds.

**COSTS & SOURCE OF FUNDING:**

Any future expansion will require capital dollars from the County as well as future operating costs will likely increase.

**SUSTAINABILITY PLAN:**

Having adequate recreational facilities increases quality of life within the County.

**Author:** Carrie Simpson **Reviewed by:** \_\_\_\_\_ **CAO:** JW

**COMMUNICATION:**

Administration will inform La Crete Recreation Society regarding a decision of Council.

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

For discussion.

Author: Carrie Simpson      Reviewed by: \_\_\_\_\_      CAO: JW

**La Crete Recreation Society**  
**Box 29**  
**La Crete, Alberta**  
**T0H 2H0**

May 20, 2015

Mackenzie County  
Box 640  
Fort Vermilion, Alberta  
T0H 1N0

Attn: Joulia Whittleton, CAO

Dear Joulia,

On behalf of the La Crete Recreation Society, please accept this as our formal request to be granted by Mackenzie County to further develop the property currently regarded as the La Crete Arena Facility and Arena Grounds. We ask this permission with the understanding that any future development would be with the approval of Mackenzie County, and that each prospective development would be considered on an individual basis.

Should you require further information or have questions in regards to this request, please do not hesitate to contact me via phone at (780) 285-2238 or by email at [abef50@live.ca](mailto:abef50@live.ca).

We as a society thank you for your consideration of this request and look forward to your response.

Kind Regards,

A handwritten signature in black ink, appearing to read 'Abe Fehr', with a large, sweeping flourish extending to the left.

Abe Fehr  
President – La Crete Recreation Society





Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>June 22, 2015</b>
<b>Presented By:</b>	<b>Alexandra Codispodi, Municipal Intern</b>
<b>Title:</b>	<b>University of Alberta – Planning Program Letter of Support</b>

**BACKGROUND / PROPOSAL:**

The University of Alberta is proposing to launch a course-based master’s degree in Urban and Regional Planning in the fall of 2016, and they are seeking a letter of support to submit with their proposal to the Alberta Government. This degree will complement their existing undergraduate planning degree program in planning and are attempting to have it professionally accredited.

The program is expected to be moderate in size with 15 to 20 graduates per year at maturity. In addition to educating students in core planning program requirements (land use planning, law, history, civil engineering basics, land and municipal economics, ethics, urban design, and so on), the program will emphasize planning for resilience in the face of economic and environmental variability. It will also focus on the issues of climate change, winter cities, and northern resource towns and how they relate to planning and development, in other words, planning for resilient cities and regions.

See attached request, proposal summary and draft letter of support.

**OPTIONS & BENEFITS:**

Supporting educational and development opportunities for potential municipal employees.

**COSTS & SOURCE OF FUNDING:**

N/A

Author: A. Codispodi Reviewed by: \_\_\_\_\_ CAO: JW

**SUSTAINABILITY PLAN:**

N/A

**COMMUNICATION:**

N/A

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That a letter of support be provided to the University of Alberta for their proposal to the Alberta Government requesting the launch of the Urban and Regional Planning graduate program.

Author: A Codispodi      Reviewed by: \_\_\_\_\_      CAO: JW

**From:** Bob Summers [<mailto:robert.summers@ualberta.ca>]  
**Sent:** May-22-15 3:45 PM  
**To:** Robert Summers  
**Subject:** Planning Program Letter of Support (U of A)

Hello,

The University of Alberta is proposing to launch a course-based master's degree program in Urban and Regional Planning in the Fall of 2016. This degree will complement our existing undergraduate planning degree program in planning and we will seek to have it professionally accredited. We are seeking letters of support from planning employers to submit with our proposal to the Alberta Government.

The program is expected to be moderate in size with 15 to 20 graduates per year at maturity. In addition to educating students in core planning program requirements (land use planning, law, history, civil engineering basics, land and municipal economics, ethics, urban design, and so on), the program will emphasize planning for resilience in the face of economic and environmental variability. More details of the program can be seen in the attached program proposal summary.

Provincially, the program will complement the master's program at the University of Calgary which has a strong design emphasis. The University of Calgary program has provided us a letter in support of the establishment of our proposed program.

Letters can be submitted to me by email or by regular mail (1-26 Earth Sciences Building, University of Alberta Edmonton, Alberta, Canada, T6G 2E3). Some suggested letter context is provided below my signature. If possible, the letter should be on letterhead and signed. Please feel free to call me or email me if you have any questions at all about the program or about submitting a letter of support.

Regards,

Bob

---

Robert J. Summers, Ph.D.,RPP, MCIP  
FSO, Human Geography/Planning  
Department of Earth & Atmospheric Sciences  
3-90 H.M. Tory Building  
University of Alberta  
Edmonton, Alberta, Canada  
T6G 2E3  
Office: (780) 492-0342  
Fax: (780) 492-2030  
[Robert.Summers@ualberta.ca](mailto:Robert.Summers@ualberta.ca)

### **Suggested Content for Letters**

**Author:** A Codispodi      **Reviewed by:** \_\_\_\_\_      **CAO:** JW

Some have asked for advice regarding what to include in their letters of support. The most important element is an indication of support for the program. Even a short letter of a few sentences is of value to add to the proposal. It can also be useful to add some depth to the letter from your own organization's perspective. The following are some elements that others have included in their letters that you could include:

- Background of the municipality/business/organization providing the letter.
- An identified need for more planners trained in Alberta.
- The difficulties in recruiting planners and/or retaining planners.
- Some letters include specific planning issues that the program should address. Examples thus far include: regional planning, rural planning, planning and design for northern climates, Alberta made solutions to issues of urban expansion and the efficient use of land, planning for climate change, the economics of land use and the development industry, and planning for First Nations and Metis communities.
- Some have indicated that it is beneficial that the U of A program will focus on issues of Land Use and Regional Planning as a compliment to Calgary's design focused program.
- A firm and clear statement of support for the development of the program.

Please feel free to include these or any other elements that you think are helpful in demonstrating the benefits of the program to your organization.

Author: A Codispodi Reviewed by: \_\_\_\_\_ CAO: JW



## *Mackenzie County*

P.O. Box 640, 4511-46 Avenue, Fort Vermilion, AB T0H 1N0  
P: (780) 927-3718 Toll Free: 1-877-927-0677 F: (780) 927-4266  
[www.mackenziecounty.com](http://www.mackenziecounty.com)  
[office@mackenziecounty.com](mailto:office@mackenziecounty.com)

To Whom it May Concern:

Mackenzie County is pleased to support the University of Alberta's graduate program in Urban and Regional Planning. Mackenzie County is the largest municipality in Alberta, encompassing 12% of its land mass, and has a large agricultural industry. Recently, the County has experienced growth and with this comes the need for the effective development of land, especially in consideration of its northern, rural landscape and vast natural resources.

Furthermore, Mackenzie County recognizes the need for planners who are trained in Alberta and will remain within the province. Northern municipalities such as Mackenzie County have faced difficulties in recruiting educated and trained planners, and thus, this graduate program will support the ability to provide exceptional government. It is also beneficial that this program will be complementary to the master's program at the University of Calgary, which has a strong focus on design.

Evidently, there is a need for trained planners in Alberta, especially in northern municipalities that require unique land use techniques and face issues with recruitment. As a result, Mackenzie County supports the development of the University of Alberta's Land Use and Regional Planning program because of its ability to train planners and improve land use methods within the province. Ultimately, this program will support municipalities by providing the government with more experienced planning employees.

We look forward to the instalment of this master's program and to being in touch with its future graduates.

Sincerely,





Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>June 22, 2015</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Chief Administrative Officer</b>
<b>Title:</b>	<b>Highlights of Bill 20: Municipal Government Act Amendment</b>

## **BACKGROUND / PROPOSAL:**

The purpose of this RFD is to provide Council with information regarding Bill 20, the *Municipal Government Amendment Act* that is most relevant to Mackenzie County.

The provincial government is in the process of conducting a review of the *Municipal Government Act* (MGA) by making necessary modifications to streamline the legislation to better align with other legislation and policies. Additionally, the review is intended to modernize the legislation and address areas of concern.

In late 2012 and 2013, the Government of Alberta conducted policy research and public engagement planning. In January 2014, Albertans were invited to engage using workbook and written submissions on the Alberta Municipal Affairs website. Between June and August 2014, the Province identified 54 complex issues and developed 8 key themes, and between June and December 2014, Municipal Affairs hosted extensive consultations with cross-ministry representatives, and focus group discussions with municipal, business, and industry representatives. In January 2015, a Memorandum of Understanding (MOU) Agreement was signed for the MGA between the Province, the Alberta Urban Municipalities Association (AUMA), and the Alberta Association of Municipal District and Counties (AAMDC). Since January 2015, the Province has continued focus group consultations.

On March 30, 2015, Bill 20, the *Municipal Government Amendment Act*, was passed and received Royal Assent. Bill 20 focuses on 4 major themes:

1. Augment Municipal Accountability and Transparency
2. Enable more Efficient Municipal Operations
3. Enhance Municipal Viability
4. Strengthen Municipal and Inter-municipal Planning

Author: J Whittleton Reviewed by: \_\_\_\_\_ CAO: JW

The remainder of this memo outlines the amendments established in Bill 20 that are most relevant to the Town of Beaumont.

### **Municipal Accountability and Transparency**

- Accountability and Conduct of Elected Officials
  - Section 146.1-A Council must, by bylaw, establish a code of conduct governing the conduct of Councillors. Section 145(b) of the current MGA states that a Council may pass bylaws in relation to the procedure and conduct of Council. The code of conduct must apply to all Councillors equally, and a Councillor must not be disqualified or removed from office for a breach of the code. The Minister may make regulations respecting municipal codes of conduct for Councillors.
- Public Participation Policy
  - Section 216.1(1)-Every Council of a municipality must establish a public participation policy for the municipality.
  - Section 216.1(2)-A Council may amend its public participation policy from time to time.
  - Section 216(3)-The Minister may make regulations respecting the contents and timing of public participation policies.
  - Section 216(4)-Nothing in a public participation policy affects any right or obligation that a municipal authority or any person has under the Act.
  - Section 216(5)-No resolution or bylaw of Council may be challenged on the grounds that it was made without complying with a public participation policy established by a resolution of Council.
- Open Council Meetings
  - Section 197(4)-Before closing all or any part of a meeting to the public, a Council or Council Committee must by resolution approve the part of the meeting that is to be closed, and the basis on which, under an exception to disclosure in Division 2 of Part 1 of the *Freedom of Information and Protection of Privacy Act* or under the regulations under subsection (7), the part of the meeting is to be closed.
  - Section 197(5)-After the closed meeting discussions are completed, any members of the public who are present outside the meeting room must be notified that the rest of the meeting is now open to the public, and a reasonable amount of time must be given for those members of the public to return to the meeting before it continues.
  - Section 197(6)-Where a Council or Council Committee closes all or part of a meeting to the public, the Council or Council Committee may allow one or more other persons to attend, as it considers appropriate, and the minutes of the meeting must record the names of those persons and the reasons for allowing them to attend.
- Petitioning Processes
  - Section 226.1(1)-A Council of a municipality may by bylaw do all of the following: (a) reduce the percentage of signatories for petitions to Council; (b) allow petitioners to remove their names from petitions to Council by filing a statutory declaration with the Chief Administrative Officer no later than 14 days after the petition is filed with the Chief Administrative Officer; (c) provide for petitions to Council to be signed electronically and modify

Author: J Whittleton Reviewed by: \_\_\_\_\_ CAO: JW

the requirements in Sections 224(2) and (3) and 225(3) to the extent the Council considers necessary or appropriate for that purpose; (d) provide for petitions to Council to be filed with the Chief Administrative Officer electronically; (e) extend the time provided in section 233(2) for filing petitions to Council with the Chief Administrative Officer.

- Section 226.1(2)-A bylaw made or proposed to be made under subsection 1(a) cannot be the subject of a petition.
- Section 226.1(3)-A bylaw made under this section must not take effect earlier than 90 days after it is passed.
- Section 226.2(1)-Despite provisions of the MGA or the FOIP Act, personal information contained in a petition must not be disclosed to anyone except the CAO or his designate, and must not be used for any purpose other than validating the petition.
- Section 226.2(2)-Minimal disclosure that occurs inadvertently in the course of collecting signature to the petition is not a breach of subsection (1).
- Section 226.2(3)-Every page of a petition must contain a statement that the personal information contained in the petition will not be disclosed to anyone except the CAO and his designates, and will not be used for any purpose other than validating the petition.
- Information from the Chief Administrative Officer
  - Section 153.1- Where the Chief Administrative Officer or a person designated by the CAO provides information referred to in section 153(d) to a Councillor, the information must be provided to all other Councillors as soon as is practicable.

### **Enabling More Efficient Municipal Operations**

- Public Notification Methods
  - Under the current MGA, for those items that require statutory notification, notice must be published at least once a week for 2 consecutive weeks in a newspaper, and mailed or delivered to every residence in the area to which the matter relates. Under Section 606 of the amended MGA, the requirements to give statutory notice can be fulfilled by publishing on the municipality's website, or given by a method provided for in a bylaw under Section 606.1. Pursuant to Section 606(e), if notice is provided on the municipality's website, a copy of the proposed bylaw, resolution, or other document must also be made available on the municipality's website.
  - 606.1(1)-A Council may by bylaw provide for one or more methods, which may include electronic means, for advertising proposed bylaws, resolutions, meetings, public hearings, and other things referred to in Section 606.
  - Section 606.1(2)-Before making a bylaw under subsection (1), Council must be satisfied that the method the bylaw would provide for is likely to bring the matter to the attention of substantially all residents in the area affected.
  - Section 606.1(3)-Council must conduct a public hearing before making a bylaw under subsection (1).

Author: J Whittleton Reviewed by: \_\_\_\_\_ CAO: JW

- Section 607- The service of a document on a municipality is sufficient if the document is sent to the municipality by electronic means in accordance with a bylaw made by the municipality.
- Roles and Responsibilities of Council and Administration
  - Section 205- Council must ensure that the Chief Administrative Officer appropriately performs the duties and functions and exercises the powers assigned to the CAO by this or any other enactment or by Council.
  - Section 208(1)(d)- The Chief Administrative Officer must ensure that Council is advised in writing of its legislative responsibilities under the Act.

### **Enhancing Municipal Viability**

- Municipal Corporate Planning
  - Section 244(1)-If the accumulated surplus, net of equity in tangible capital assets, is less than zero, the municipality must include a budgeted expenditure in the next calendar year that is sufficient to cover the shortfall.
  - Section 244(2)-If a municipality has a shortfall, the municipality may, with the Minister's approval, allocate the expenditures to cover the shortfall over more than one calendar year.
  - Section 244(3)-If a municipality has a shortfall, the Minister may establish the municipality's annual budget for the next calendar year.
  - Section 283.1(2)-Each municipality must prepare a written plan respecting its anticipated financial operations over a period of at least the next 3 financial years.
  - Section 283.1(3)-Each municipality must prepare a written plan respecting its anticipated capital property additions over a period of at least the next 5 financial years.
  - Section 283.1(5)-Council may elect to include more than 3 financial years in a financial plan or more than 5 years in a capital plan.
  - Section 283.1(6)-Council must annually review and update its financial plan and capital plan.
- Municipal Amalgamation
  - Section 102-Provides that the procedure for the amalgamation of 2 or more municipal authorities may be initiated by 2 or more municipal authorities in accordance with the regulations. This is in addition to the existing legislation that notes that amalgamation may be initiated by a municipal authority or the Minister.
  - Section 106.1(1)-The Minister may make regulations for the purpose of enabling municipalities to jointly initiate an amalgamation. No regulation has been proclaimed in respect of this.

### **Strengthening Municipal and Intermunicipal Planning**

- Hierarchy and Relationship of Plans
  - Section 632(4)-A Municipal Development Plan (MDP) must be consistent with an Intermunicipal Development Plan (IDP) in respect of land that is identified in both plans.
  - Section 633(3)-An Area Structure Plan (ASP) must be consistent with an IDP in respect of land that is identified in both plans.

Author: J Whittleton Reviewed by: \_\_\_\_\_ CAO: JW

- Section 634(2)-An Area Redevelopment Plan (ARP) must be consistent with an IDP in respect of land that is identified in both plans.
- Section 638(1)-In the event of a conflict or inconsistency between an IDP and an MDP, ASP, or ARP, the IDP prevails to the extent of the conflict or inconsistency.
- Section 638(2)-In the event of a conflict or inconsistency between an MDP and an ASP or ARP, the MDP prevails to the extent of the conflict or inconsistency.
- Subdivision and Development Appeal Board Training Requirements
  - Section 627.2-A member of a Subdivision and Development Appeal Board (SDAB) may not participate in a hearing of the Board unless the member is qualified to do so in accordance with the regulations established by the Minister.
  - Section 627.1(1)-A Council that establishes an SDAB must appoint one or more clerks of the SDAB.

### **Enabling City Charters**

- Section 141.2- Enables the establishment of city charters to address the evolving needs, responsibilities, and capabilities of cities in a manner that best meets the needs of their communities.

### **Off-Site Levies**

- Section 648(4)-Levies imposed under an off-site levy bylaw can be collected separately (based on purpose) and over time.

### **Bill 20- Coming Into Force**

- Immediate
  - City Charters (Section 14)
  - Off-Site Levies (Section 67, 68)
  - Conditions on issuance of development permit (Section 69)
  - Conditions on issuance of subdivision approval (Section 71)
- Deferred until the rest of the MGA amendments are completed
  - Everything else

### **Regulation Review**

- 57 regulations will be reviewed over 2015-16
- Regulations have been sorted into 4 different groups:
  - Bill 20
  - Non-Policy/Housekeeping
  - Fall Policy/Amendments
  - New to Fall Bill

From April 2015 to August 2015, the Province intends to continue to work with stakeholders on remaining items. From September to November 2015, the Province intends to introduce comprehensive MGA amendments for public review. It is anticipated that in 2016, the provincial government will introduce and pass final MGA

Author: J Whittleton Reviewed by: \_\_\_\_\_ CAO: JW

amendments during the Spring session. It is important to consider that, due to the result of the recent provincial election, these timelines and processes are subject to change.

**OPTIONS & BENEFITS:**

Council and administration need to continually educate themselves about the proposed changes and provide input as appropriate.

**COSTS & SOURCE OF FUNDING:**

The financial impacts are not known at this time.

**SUSTAINABILITY PLAN:**

The County's current strategic plan highlights our focus on Citizen Engagement. This project is in progress and a new policy will be presented to Council in September.

**COMMUNICATION:**

NA

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the Bill 20: Municipal Government Act Amendment be received for information.

Author: J Whittleton      Reviewed by: \_\_\_\_\_      CAO: JW



Mackenzie County

## REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>June 22, 2015</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Chief Administrative Officer</b>
<b>Title:</b>	<b>Donation Request – La Crete Ferry Campground &amp; Field of Dreams Rodeo Stampede</b>

### **BACKGROUND / PROPOSAL:**

See attached joint request from the La Crete Ferry Campground and the Field of Dreams Rodeo Stampede to provide a donation to the High Valley Homecoming Concert to be held on July 24, 2015 in La Crete.

All proceeds of the event will be donated to the La Crete Ferry Campground and the Field of Dreams Rodeo Stampede for facility improvements.

### **OPTIONS & BENEFITS:**

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

### **SUSTAINABILITY PLAN:**

### **COMMUNICATION:**

Author: C. Gabriel Reviewed by: \_\_\_\_\_ CAO: JW

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That a donation in the amount of \$\_\_\_\_\_ be provided to the La Crete Ferry Campground and the Field of Dreams Rodeo Stampede for the High Valley Home Coming Concert to be held on July 24, 2015 in La Crete.

Author: C. Gabriel      Reviewed by: \_\_\_\_\_      CAO: JW

**La Crete Ferry Campground**  
**Box 106**  
**Buffalo Head Prairie, AB**  
**TOH 4A0**

**Field of Dreams Rodeo Stampede**  
**Box 1107**  
**La Crete, AB**  
**TOH 2H0**

---

La Crete Ferry Campground Committee and Field of Dreams Rodeo Stampede  
Committee are proud to be hosting,

**High Valley** in their **Home Coming Concert**

With two top ten singles under their belt, and having completed their first national headlining tour, High Valley is enjoying their biggest year yet. They have played to tens of thousands of fans across North America and have shared the stage with some of the biggest stars in music. But the band has never played in their hometown.

This is about to change. On July 24, 2015, High Valley will take to the stage and play for their hometown, La Crete, Alberta.

High Valley has graciously offered to donate all proceeds from this event to La Crete Ferry Campground and the Field of Dreams Rodeo Stampede.

An event of this kind would not be possible without the generous donations from businesses and individuals. By helping out with this event you will be supporting the La Crete Ferry Campground Committee and Field of Dreams Rodeo Stampede in continually improving our facilities for the enjoyment and safety of all who visit.

Your donation will not go unrecognized. For every one thousand (\$1000.00) dollars donated you will received one (1) VIP Ticket (Supper and VIP Seating). As well as, a two foot by four foot (2'x4') Sign will be displayed on site advertising your business.

For more information on this exciting event, please contact Andrew Zacharias at 780- 841-1994 or Jake Wiebe at 780-841-2982.

Thank you so much for your donation!

**From:** [Peter F. Braun](#)  
**To:** [Julia Whittleton](#); [Carol Gabriel](#); [Bill Neufeld](#)  
**Subject:** Fwd: High Valley Home Coming Concert  
**Date:** Monday, June 15, 2015 5:25:34 PM  
**Attachments:** [High\\_Valley\\_Home\\_Movie.pdf](#)  
[ATT00001.htm](#)  
[High\\_Valley\\_Announcement.jpg](#)  
[ATT00002.htm](#)  
[Donation\\_Letter\\_-\\_High\\_Valley\\_Home\\_Coming\\_Concert.docx](#)  
[ATT00003.htm](#)

---

FYI

Sent from my I phone

Begin forwarded message:

**From:** Walter & Vicky <[waltkrah@telus.net](mailto:waltkrah@telus.net)>  
**Date:** June 15, 2015 at 5:16:30 PM MDT  
**To:** "Peter F. Braun" <[peter@mackenziecounty.com](mailto:peter@mackenziecounty.com)>  
**Subject: High Valley Home Coming Concert**

*Hi Peter,*

*It is my understanding from Andrew Zacharias that you need a little more information regarding a donation request for the High Valley "Home Coming Concert"*

*CMT's involvement - Please take a look at the attached leafettes where CMT is advertising this event. We believe that this will give La Crete & Mackenzie County recognition. We also feel that it will attract numerous people from outside of the County as High Valley is quite popular.*

*How does this benefit La Crete Ferry Campground & Field of Dreams Stampede - Field of Dreams Stampede solely operates on donations & grants received from our community. La Crete Ferry Campground operates on donations & from monies received from patrons camping. Both of these organizations are continually upgrading facilities & equipment for a safe, enjoyable environment for all who visit.*

*I hope this helps,*

*Vicky;  
on behalf of Field of Dreams Stampede Committee & La Crete Ferry Campground Committee*

**CMT**

PRESENTS

# HIGH VALLEY

HOMECOMING CONCERT

A TELEVISION SPECIAL  
DOCUMENTING THE  
REMPEL BROTHERS  
RETURN TO THEIR HOMETOWN

LA CRETE, ALBERTA  
JULY 24, 2015

A HALF HOUR FILM FOR CMT AND CMT DIGITAL



# HIGH VALLEY

home movie

It is the unlikeliest of success stories.

The sons of Mexican Mennonites, and raised in a remote German speaking community in Northern Alberta, Brad and Curtis Rempel have become one of the most successful acts in Canadian Country Music. With two top ten singles under their belt, and having completed their first national headlining tour, High Valley is enjoying their biggest year yet. They have played to tens of thousands of fans across North America and have shared the stage with some of the biggest stars in music.

But the band has never played in their hometown. This is about to change. On July 24, 2015 at...wait for it...a benefit for the local RV park, High Valley will take to the stage and play for their entire hometown.

'HIGH VALLEY-HOME MOVIE' is a half hour film with music that tells the amazing story of one of our most successful bands. Our cameras will follow the boys as they return from Nashville to play La Crete, Alberta for the very first time. We meet Curtis and Brad's parents and sisters, their neighbors, teachers and friends. The film captures the anticipation and emotion of the biggest event that has ever come to town. The film culminates with the triumphant homecoming concert on a brilliantly adorned stage, built just for the occasion, on the shores of the mighty Peace River.

This film tells the story of this unique celebration and once in a lifetime event. High Valley, is coming home.



**CONTACT: JOEL STEWART**  
DIRECTOR OF LIVE ACTION PRODUCTION  
T: 416-479-6951  
E: JOEL.STEWART@CORUSENT.COM

High Valley's  
Curtis & Brad Rempel

**CMT**



Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>June 22, 2015</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Chief Administrative Officer</b>
<b>Title:</b>	<b>Information/Correspondence</b>

## **BACKGROUND / PROPOSAL:**

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

- Correspondence – 2015-05-29 STARS - Thank You for your support
- Correspondence – 2015-06-03 Government of Alberta - Alberta Emergency Management Agency
- Correspondence – 2015-06-04 VSI Services - 2015 VSI Program Cost
- Correspondence – 2015-06-08 Northern Alberta Development Council - Letter regarding road between Red Earth Creek and Fort McMurray
- Correspondence – 2015-06-15 Letter of Intent for Fort Vermilion Recreation Board (Canada 150 Program)
- Correspondence – 2015-06-15 Letter of Intent for La Crete Recreational Society (Canada 150 Program)
- 2015-06-11 Mackenzie Frontier Tourist Association Agenda
- 2015-05-26 High Level Forest Public Advisory Group Meeting Agenda
- 2015 DMI – General Development Plan Presentation for Roadshows
- 2015 Athabasca County Fly-in Barbeque
- Alberta Emergency Management Agency - NW Region Summer 2015 Newsletter
- High Level Public School Thank You
- Mackenzie County Library Board Apr 28, 2015 minutes
- 
- 
- 
- 

## **OPTIONS & BENEFITS:**

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

**COSTS & SOURCE OF FUNDING:**

**SUSTAINABILITY PLAN:**

**COMMUNICATION:**

**RECOMMENDED ACTION:**

- Simple Majority       Requires 2/3       Requires Unanimous

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

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

May 29, 2015

Ms. Joulia Whittleton  
Mackenzie County  
PO Box 640  
Fort Vermilion, AB T0H 1N0

Dear Ms. Whittleton,

Hope is what STARS provides to every patient carried in our red helicopter. I want you to know Mackenzie County's gift of \$2,000.00 will help STARS deliver that hope to those living, working and travelling throughout the province.

As we approach our 30<sup>th</sup> Anniversary, STARS has responded to more than 27,000 emergencies across Western Canada. You have stepped forward at a critical time for STARS as we are seeing an increase in the number of people needing our help. While STARS continues to evolve, one thing will remain timeless; our mission is all about the patient. Darren Zatwarnitski, for example, was injured in an accident when a semi-truck hit his motorcycle.

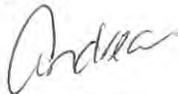
"I'm here today because of STARS. There's no doubt about it. STARS saved my life," says Darren Zatwarnitski, a STARS Very Important Patient.

Every day, STARS takes care of some of the sickest and most critically injured people in Alberta thanks to your generosity. STARS is committed to continuously improving with state-of-the-art medical equipment, advanced training and expertise.

Please be assured that as a not-for-profit organization, we use every dollar carefully to ensure your investment will be utilized in the most efficient and effective way possible.

Thank you for your support.

Sincerely,



Andrea Robertson  
President and CEO  
STARS and STARS Foundation  
/pb

RECEIVED  
JUN 16 2015

MACKENZIE COUNTY  
FORT VERMILION OFFICE

P.S. If you would like to learn more about STARS and the people we've helped, please visit [stars.ca](http://stars.ca), contact us at [donations@stars.ca](mailto:donations@stars.ca) or 1-855-516-4848.

June 3, 2015

To: Chief Administrative Officer's

We are pleased to share with you exciting developments at the Alberta Emergency Management Agency. After the 2013 Alberta Floods, we learned, with your help, the need for increased capacity within Field Operations. In response, we've significantly increased field operations staffing. Our additional resources will help us to support Community Emergency Coordination Centres, and improve efficiencies and accountability. Another development is the creation of the CEMP tool – an electronic program designed to assist communities with their specific emergency management planning. First introduced at regional workshops across Alberta in February of this year, it is now ready for you to access. CEMP is a user-friendly online tool providing your communities access to four emergency management learning modules: Community Self-Assessment; Community Risk Assessment; Community Emergency Management Plan; and a document library. As Directors of Emergency Management, you are encouraged to share your community's emergency management plans and risk assessments with us. One of the key components of CEMP is the online risk assessment tool which collects hazard identification and risk assessment data based on a community's specific threats. This data provides us with the information we need to ensure each community is as prepared as possible.

Emergency Management Training has long been identified as an essential community need and through the increased capacity of Field Operations we are very pleased to be able to offer it.

To continue excellence in emergency management, I encourage you to contact your Field Officer to discuss your specific training needs and to schedule training with the new CEMP program.

Sincerely,



Shane Schreiber  
Acting Managing Director

RECEIVED  
JUN 9 2015

MACKENZIE COUNTY  
FORT VERMILION OFFICE

# V.S.I. SERVICES (1980) LTD

A nonprofit organization providing veterinary care in Alberta

BOX 202

FAIRVIEW, AB T0H 1L0

PH 780 835 4531

June 4, 2015

Ms. Joulia Whittleton, CAO  
Mackenzie County  
Box 640  
Fort Vermilion, AB T0H 1N0

Dear Joulia

I am sending this letter to advise you that based on claims for the first four months of 2015 your V.S.I. program will cost more than what was originally estimated when your requisition was prepared. The current high value of cattle has resulted in an increased demand for veterinary services. 15 of 16 jurisdictions with a V.S.I. program have seen claims increase from 3.75% to 78.44%.

For your jurisdiction, total claims to the end of April, were \$17,548 this year compared to \$10,399 for the same period last year, an increase of 68.7%. Last year your cost of claims, for the period May 1 to December 31, was \$10,430. If the increased demand remains the same your cost of claims, for the rest of 2015, will be approximately \$17,595.

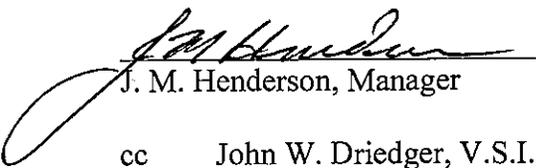
Given your current account balance of \$8,922 this will leave a deficit of approximately \$8,673 not including administrative costs. Last year your net administrative costs were \$3,014.

At this time I would consider the above cost estimates to be a worst case scenario. Based on the differences between spring and fall veterinary services I doubt that the same increased demand for services will persist throughout the year. Nonetheless we should be ready for the possibility that the increased demand will hold for the rest of the year. Should this happen there will be a need for a supplementary requisition at least for jurisdictions with the greatest increase in demand.

I will continue to monitor the situation and provide Grant Smith & Colleen Nate with a report of claims costs at the end of June and July. Once we get through the calving season we should have a much clearer vision of where we might end up.

If you have any questions or comments please feel free to contact me at your convenience.

Yours sincerely

  
J. M. Henderson, Manager

cc John W. Driedger, V.S.I. Representative  
Grant Smith  
Colleen Nate

RECEIVED  
JUN 9 2015

MACKENZIE COUNTY  
FORT VERMILION OFFICE

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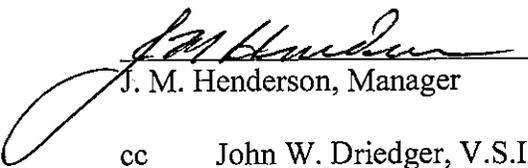
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Yours sincerely

  
J. M. Henderson, Manager

cc John W. Driedger, V.S.I. Representative  
Grant Smith  
Colleen Nate

RECEIVED  
JUN 9 2015

MACKENZIE COUNTY  
FORT VERMILION OFFICE

HEAD OFFICE

Peace River Office  
Bag 900-14  
2nd fl Provincial Building  
9621 - 96 Avenue  
Peace River, AB T8S 1T4

Edmonton Office  
1002 Legislature  
Annex  
9718 - 107 Street  
Edmonton, AB T5K 1E4

P. 780.624.6274

P. 780.422.9176

Website: [www.nadc.ca](http://www.nadc.ca) Email: [nadc.council@gov.ab.ca](mailto:nadc.council@gov.ab.ca)

June 8, 2015

Reeve Bill Neufeld  
Mackenzie County  
4511-46 Avenue  
Box 640, Fort Vermilion, Alberta, T0H 1N0

Dear Reeve Neufeld:

Thank you for your letter dated May 20, 2015 RE: Road Between Red Earth Creek and Fort McMurray (Road 686).

Your letter will be shared with the NADC members at the next NADC meeting, for their consideration to:

*'support in advocating for the construction of a road between Red Earth Creek and Fort McMurray (Road 686), with addressing the first 14 kilometres being the highest priority.'*

Understanding that the east-west transportation link is paramount to the future economic prosperity in the north, the NADC office will be in touch once a motion is carried at the next NADC meeting.

Sincerely,



Janis Simpkins  
NADC Executive Director

RECEIVED  
JUN 15 2015

MACKENZIE COUNTY  
FORT VERMILION OFFICE





## Mackenzie County

P.O. Box 640, 4511-46 Avenue, Fort Vermilion, AB T0H 1N0  
P: (780) 927-3718 Toll Free: 1-877-927-0677 F: (780) 927-4266  
www.mackenziecounty.com  
office@mackenziecounty.com

### LETTER OF INTENT

June 15, 2015

Western Economic Diversification Canada (WEDC)  
Canada 150 Community Infrastructure Program  
Canada Place  
9700 Jasper Avenue, Suite 1132  
Edmonton, Alberta T5J 4C3

Funder: Mackenzie County  
P.O. Box 640, Fort Vermilion AB, T0H 1N0  
Contact name: Joulia Whittleton, Chief Administrative Officer  
(780) 927-3718; [jwhittleton@mackenziecounty.com](mailto:jwhittleton@mackenziecounty.com)

Mackenzie County is submitting this Letter of Intent in support for the Fort Vermilion Recreational Society's application for the ice plant upgrade (estimated at \$820,000). This letter is to confirm the County's commitment to match the 50% requirement as indicated for their approval of funding from the Canada 150 Infrastructure Program.

Mackenzie County Council made a motion (15-06-435) at their June 10, 2015 regular council meeting, to provide funding to the Fort Vermilion Recreational Society in the amount of \$410,000 (or 50% of the projected costs) for the purpose of the ice plant upgrade. This funding will be available to the applicant (Fort Vermilion Recreational Society) immediately upon receiving approval from WEDC.

By signing below, I confirm that I have the knowledge and authority to make the above statements on behalf of Mackenzie County. I can be reached at (780) 841-1806.

Yours truly,

A handwritten signature in black ink, appearing to read "B. Neufeld".

Bill Neufeld  
Reeve

- c. Mackenzie County Council  
Joulia Whittleton, Chief Administrative Officer  
Fort Vermilion Recreation Board



## Mackenzie County

P.O. Box 640, 4511-46 Avenue, Fort Vermilion, AB T0H 1N0  
P: (780) 927-3718 Toll Free: 1-877-927-0677 F: (780) 927-4266  
www.mackenziecounty.com  
office@mackenziecounty.com

### LETTER OF INTENT

June 15, 2015

Western Economic Diversification Canada (WEDC)  
Canada 150 Community Infrastructure Program  
Canada Place  
9700 Jasper Avenue, Suite 1132  
Edmonton, Alberta T5J 4C3

Funder: Mackenzie County  
P.O. Box 640, Fort Vermilion AB, T0H 1N0  
Contact name: Joulia Whittleton, Chief Administrative Officer  
(780) 927-3718; [jwhittleton@mackenziecounty.com](mailto:jwhittleton@mackenziecounty.com)

Mackenzie County is submitting this Letter of Intent in support for the La Crete Recreational Society's application for the ice plant chiller upgrade (estimated at \$313,500). This letter is to confirm the County's commitment to match 50% requirement as indicated for their approval of funding from the Canada 150 Infrastructure Program.

Mackenzie County Council made a motion (15-06-435) at their June 10, 2015 regular council meeting, to provide funding to the La Crete Recreational Society in the amount of \$156,750 (or 50% of the projected costs) for the purpose of the ice plant chiller upgrade. This funding will be available to the applicant (La Crete Recreational Society) immediately upon receiving approval from WEDC.

By signing below, I confirm that I have the knowledge and authority to make the above statements on behalf of Mackenzie County. I can be reached at (780) 841-1806.

Yours truly,

Bill Neufeld  
Reeve

- c. Mackenzie County Council  
Joulia Whittleton, Chief Administrative Officer  
La Crete Recreational Society



Mackenzie Frontier Tourist Association  
Meeting January 14, 2015  
Community Futures Office

**In Attendance:**

Beth Kappelar	John Thurston	Wally Olorenshaw
Larry Neufeld	Michelle Farris	Peter Braun
Jacy Rapke	Stephanie Milton	Boyd Warner
Lisa Wardley - telephone		

**Apologies:**

Bailey Kunz

**Resource:**

Diane MacLeod

---

1. Call to Order  
6:00 pm

2. Agenda

**Motion:**

**Moved by: Jacy Rapke**

That the agenda be approved with addition to the Carcajou Project, MFTA Golf Brochure and Online Banking (view only). Carried.

3. Minutes of December 10, 2014 Meeting

**Motion:**

**Moved by: Michelle Farris**

That the minutes be approved as presented. Carried.

4. Financial Report

**Motion:**

**Moved by: Jacy Rapke**

That the financial report be approved as presented. Carried

a. 2015 Budget/Work Plan

**Motion:**

**Moved by: Wally Olorenshaw**

That the 2015 Budget/Work Plan be accepted as a working document with the amendment of "to be taken from GIC" being removed, just showing a deficit. Carried.

5. Old Business

a. Photo Letter

A letter was presented to the board and it was decided that Diane will email the letter to board members for distribution.



b. Website Updating

Beth will contact Theresa for the website username and password.

c. Carcajou Project

Peter shared with the group that if the grant to expand is not approved, REDI will be dropping the project.

d. 2015 Map Brochure

Lisa will be in-touch with Chandra Tincombe about taking on the brochure. Next meeting will be dedicated to working on it.

e. MFTA Golf Brochure

Beth shared with the board a letter she created regarding the Mackenzie Frontier Golf Tour Brochure.

6. New Business

a. Online Banking (view Only)

**Motion:**

**Moved by: Lisa Wardley**

That MFTA obtain online banking for viewing purposes only, with the ability to print bank statements. Carried.

7. Round Table:

- Boyd - suggested having a brainstorming session in the near future for bringing in revenue.

8. Next Meeting Date

Wednesday, February 4, 2015 at 5:30 pm

9. Adjournment at 7:55 pm

---

Beth Kappelar - Chair

Mackenzie Frontier Tourist Association  
Board Meeting - June 11, 2015 at 5:30 pm  
Community Futures Office  
(9802-99<sup>th</sup> Street)



## AGENDA

1. CALL TO ORDER
2. ADOPTION OF THE AGENDA
3. ADOPTION OF THE MINUTES - January 14, 2015
4. FINANCIAL REPORTS
5. OLD BUSINESS:
  - a. 2015 Map Brochure - ratification of e-vote
6. NEW BUSINESS:
  - a. Town Hotel Tax
  - b. Newspaper Article/Blog
  - c. Conference Report - Beth
  - d. Travel Alberta Funding
  - e. Text List
7. ROUND TABLE
8. NEXT MEETING & ADJOURNMENT



# ***HIGH LEVEL FORESTS PUBLIC ADVISORY GROUP***

## **AGENDA**

*Tuesday, June 16<sup>th</sup>, 2015*  
5pm, High Level Seniors Center

### **1. CALL TO ORDER**

### **2. ADOPTION OF THE AGENDA**

### **3. APPROVAL OF MINUTES (March 31<sup>st</sup>, 2015)**

#### 3.1. Action Items

- "Blue Dot Program"
- Watt Mountain Trail identification/mapping
- High Level Woodlands Website Update
- Discuss High Level Forests Public Advisory Group Terms of Reference
- Trucker pull out near Jean D'or – info from Tim G
- Hog Pile safety plan
- Woody debris at cardlocks.

### **4. AROUND THE TABLE**

### **5. NEW BUSINESS**

- 5.1. Update on Annual Report
- 5.2. Silvacom 2016 Forest Management Plan Update

### **6. CLIPPING SERVICE**

### **7. NEXT MEETING – Tuesday, September 22<sup>nd</sup>, 2015. 5pm**

### **8. ADJOURNMENT**



Growing the  
Future...

# General Development Plan 2015

General Development Plan 2015



## Growing the Future

- Constructed: 1989
- Product: Kraft Pulp (Hardwood & Softwood)
- Production: 1200-1500 ADMTs/day
- FTE permanent staff: 290-310
- Contractor Workforce: 150-180
- Deliveries:
  - Chips (Bush chipping and residual from local sawmills)
  - Tree-length logs (salvage, incidental from other operators)
  - Biomass (from local sawmills for energy production)

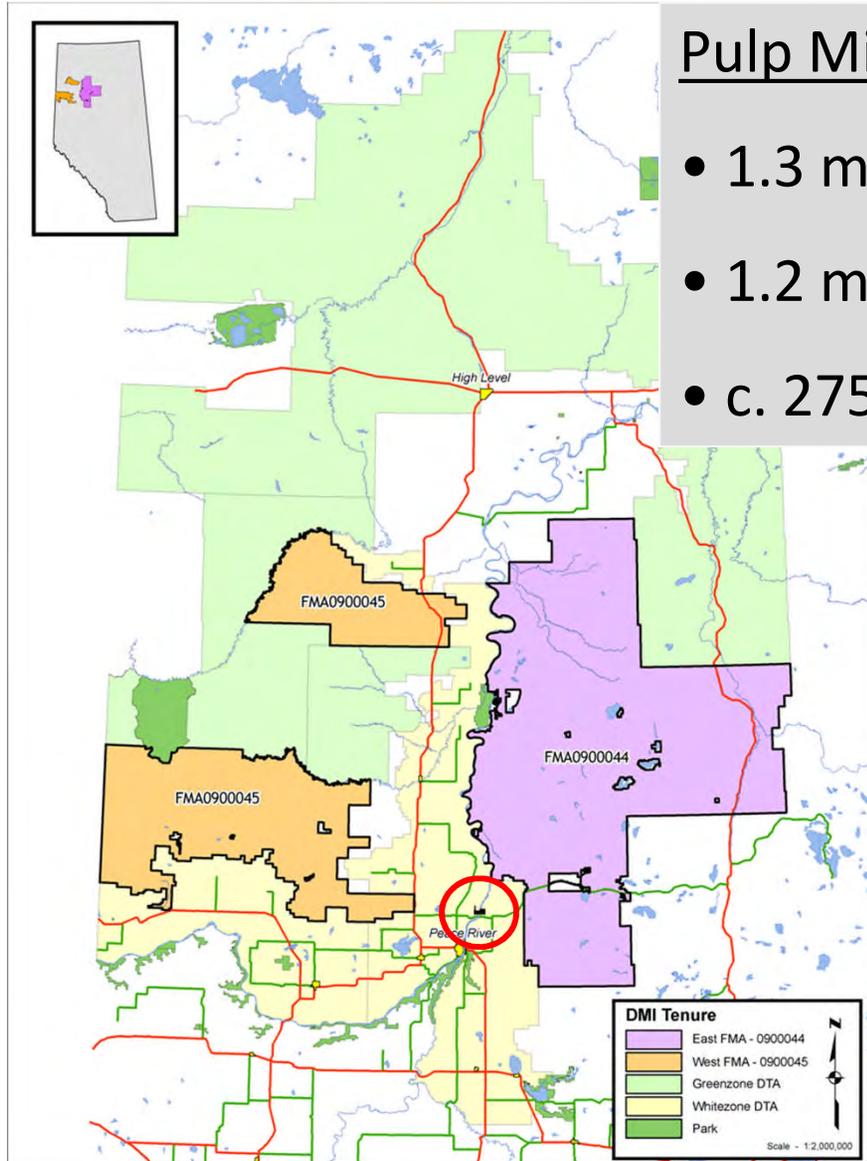




# Growing the Future

## Pulp Mill Annual Requirements:

- 1.3 million m<sup>3</sup> deciduous
- 1.2 million m<sup>3</sup> conifer (purchased chips)
- c. 275,000 tonnes biomass





Growing the  
Future

# 2015 General Development Plan

- 2014-2015 highlights
- 2015-2016 harvesting / hauling plans
- Current research and development
- First Nation / Metis consultation
- Opportunities for providing feedback





Growing the  
Future

# Forestry Planning Process in Alberta

Detailed Forest Management Plan (DFMP)

General Development Plan (GDP)

Forest Harvest Plan (FHP)

Annual Operating Plan (AOP)



Growing the  
Future

# 2015 General Development Plan

## Purpose:

To provide a projection of activities for the next five years to:

- 1) Guide the integration of activities
- 2) Schedule timber disposition administrative activities
- 3) Predict cut control status
- 4) Co-ordinate the development and reclamation of roads



Growing the  
Future

# 2015 General Development Plan

The primary components of the GDP include:

- A five year forecast of the areas scheduled for harvest (with an estimate of the volume to be harvested in each area)
- An overview map of the operating areas
- Cut control tables (identifying the annual allowable cut versus the actual volume harvested)
- As-built information from the previous timber year (i.e. roads, cut blocks, etc) along with any outstanding actions to be completed from the previous timber year (i.e. volume to haul, roads to reclaim etc.)
- First Nation / Metis / Public consultation program.



Growing the  
Future

# 2015 General Development Plan

- GDP Map:
  - Overview of operations.
  - Proposed haul routes and satellite yards.
  - Shows planned operating areas for 5 years (color coded by year).



Growing the  
Future

# Harvest Operations

## Portable Chippers

- Currently 8 operating
- Fleet of approximately 70 trucks
- Crown and private lands
- Operations scheduled from July 15<sup>th</sup> until March 31<sup>st</sup>





# Highlights – 2014 Season

DMI Harvested a total of 66 cut blocks (FMA's and Quotas).

- Total Area (ha): 3158.2
- Average size (ha): 47.1
- Largest Block (ha): 241.7
- Smallest block (ha): 1.9





Growing the  
Future

# Examples of Cutblock Size and Shapes





Growing the  
Future

# 2014 Harvest Statistics

Disposition	# of Blocks	Block Size (Ha)			Total Ha	Total m3
		average	Minimum	maximum		
DH-P2100	5	16.9	5.9	30.3	84.6	13,462
DH-WhitemudT	1	118.8	118.8	118.8	118.8	19,058
DTLP160001 - WC01	15	31.3	4.4	80.4	469.3	79,373
DTLP160001 - WC03	4	45.9	3.3	93.4	183.7	30,318
DTLP530001	6	52.3	10.8	123.8	378.4	47,052
EP-CacheC	1	58.1	58.1	58.1	58.1	10,915
EP-CarmonC	1	110.3	110.3	110.3	110.3	17,854
EP-KepplerC	3	36.4	8.7	51.2	109.1	18,364
EP-WhiskeyJack	11	50.5	6.0	241.7	555.4	115,244
ST-WhitemudR	6	30.1	9.8	57.3	180.8	29,368
SU-NotikewinR	4	161.6	20.8	114.7	646.3	48,510
SU-P2200	9	29.3	1.9	102.3	263.4	50,609
Totals	66	47.1	1.9	241.7	3,158.2	480,126



Growing the  
Future

# 2015 Season Operations

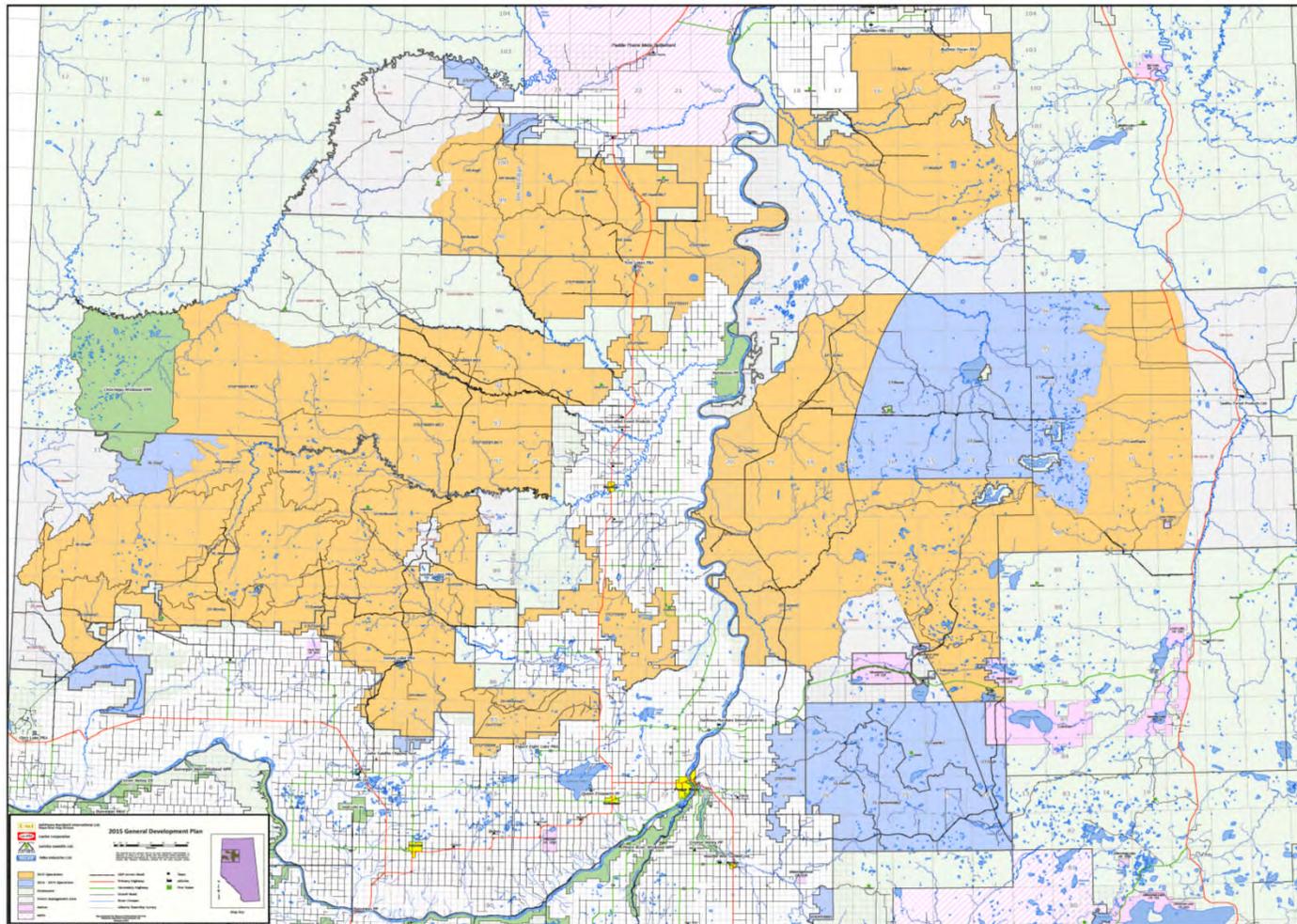
Disposition	M <sup>3</sup>	Number of Loads	Towns Trucks go Through
DH-P2100	6,095	102	none
DH-WhitemudT	53,268	888	none
DTLP160001 - WC01	39,923	665	Manning
DTLP160001 - WC03	28,732	479	Manning
DTLP160001 - WC05	14,551	243	Manning
DTLP530011	86,104	1,435	Manning
EP-CacheC	166,050	2,768	none
EP-CarmonC	16,290	272	none
EP-KepplerC	239,234	3,987	none
EP-WhiskeyJack	329,455	5,491	none
KR-TwinL	29,682	495	Manning
KR-VestaC	78,896	1,315	Keg Post, Manning
ST-Whitemud Tower	120,000	2,000	Dixonville
SU-NotikewinR	316,468	5,274	Dixonville
SU-P2200	16,896	282	Dixonville
Logs being brought to DMI Yard Site	220,000	3,667	dependent on location

These are estimated volumes total volumes and numbers of Trucks may change



Growing the  
Future

# 2015 General Development Plan



General Development Plan 2015



Growing the  
Future

# 2015 Season Operations

## Trucking

- ~29,000 loads
- Primarily chip trucks (B-train)
- Satellite yard volume is brought in tree length on Log trucks (Satellite yard volume usually consists of salvage and incidental volume from the conifer operators).

# Access

- Controlled Access
  - Whiskey Jack Creek Bridge (P5-100 road)
  - Keg River Road
  - Restrictions where requested by GOA
- Road construction minimized through co-ordination with other users.
- Existing lines used whenever possible.
  - (e.g. seismic, oilfield roads)
- In-block roads are rehabilitated and when necessary planted (due to compaction) following harvest.





Growing the  
Future

# Silviculture

	Activity (hectares)	
	2014 (Actual)	2015 (Planned)
Site Preparation	25	0
Decompaction (Roads)	35	25
Planting	173	390
Leave For Natural	3145	2676
Surveys (Establishment & Performance)	4307	4412



General Development Plan 2015

# Timing of Operations

- Non-frozen Operations
  - July 15<sup>th</sup> to freeze-up
  - Voluntary migratory birds timing restriction in place.
- Frozen Operations
  - Freeze-up (starting end of November) to break-up (mid to end of march)  
These dates are dependent on weather
- Operations in satellite yard (PRPD Mill Site)
  - April to August
- Private land operations
  - July 15<sup>th</sup>- March but normally targeting summer operations





# DMI Certifications

- ISO 14001 Registration
  - Environmental Management System (EMS)
- Sustainable Forestry Initiative (SFI)
- Chain-of-Custody
  - PEFC
  - FSC controlled wood from other sources
- All of the Certifications are audited annually (both internal and external)

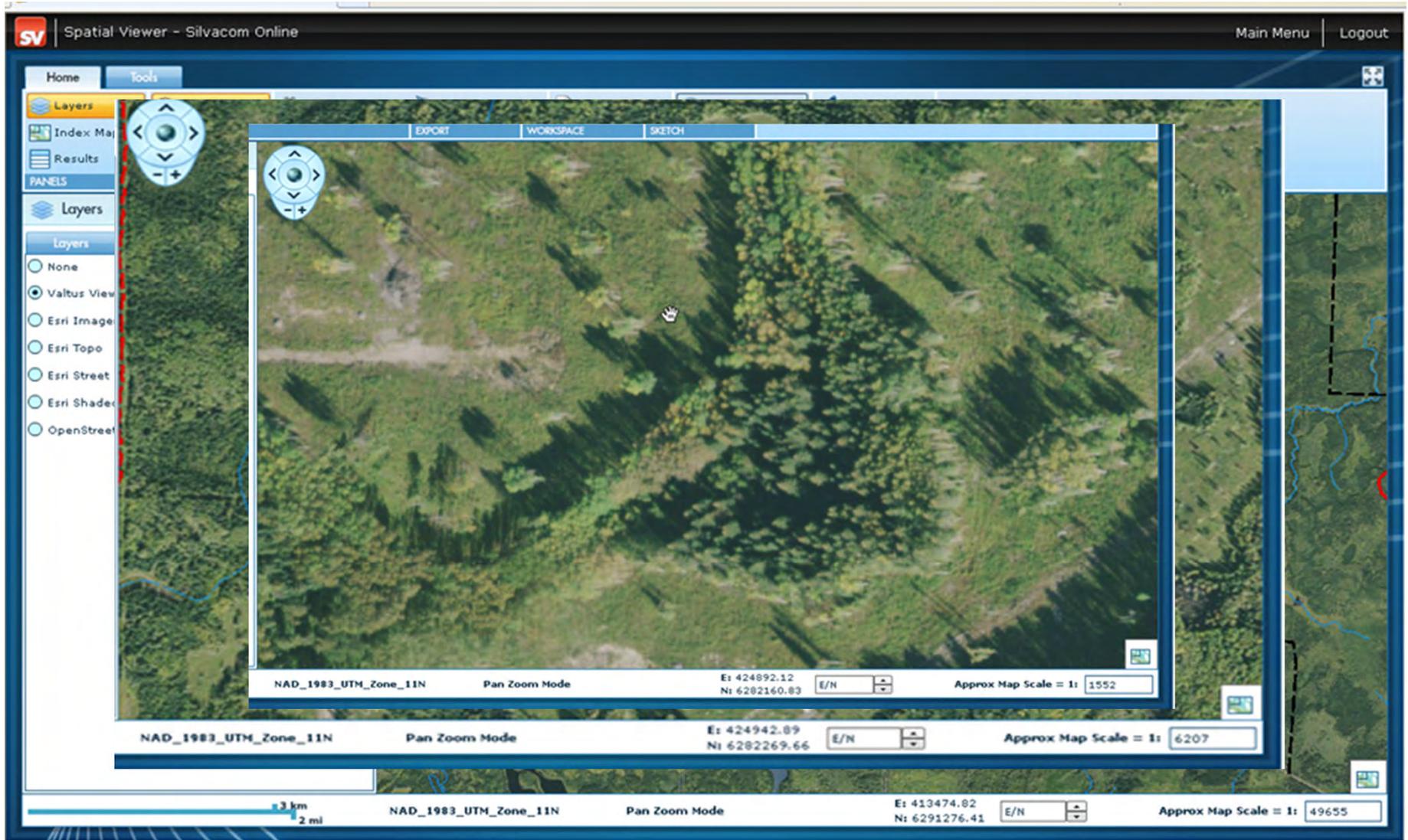


# Initiatives/Achievements

- Enhanced version of wet areas mapping used on the FMA's which will allow staff to identify unmapped streams (using LiDAR).
- Photo updates / new imagery taken every 3 years (Next update is July 2015).
- DMI has obtained a 3D imagery workstation, which combined with 2015 leaf off photography will give DMI staff more information when planning / operating cut blocks.
- DMI is currently carrying out a ribbonless boundary trial (with ESRD) which involves using GPS technology in harvesting equipment.



# Growing the Future





Growing the

## DMI's Forest Management Approach

- **Ecosystem-based forest management (emulating natural disturbance i.e. fires).**
- **Pro-active adaptive management & continual improvement systems (SFI certification, ISO/EMS)**
- **Extensive history of investment in research & collaboration (FRI, EMEND, NCASI, UofA, NAIT-BRI, FPAC, CBFA, NRCan, GoA, FRIAA, ACA).**
- **Mixedwood forest management tools, Natural Disturbance inspired ecosystem-based practices (i.e. DMI's retention strategy), LiDAR-WAM, BMP's for various sensitive species (i.e. migratory birds)**

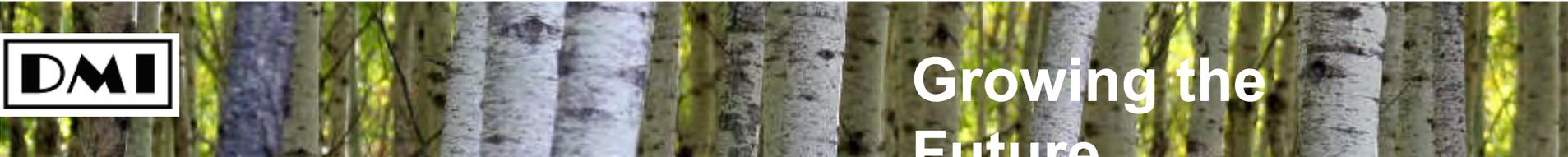


Growing the  
Future

# Consultation Program / Activities

Information on the 2015 GDP was provided to First Nations and Metis Settlements with traditional use areas that overlap proposed operating areas. Information packages included general locations and timelines of planned harvesting/roads and silviculture activities.

The package also included an overview map, general company information and our specific methods of planning, harvesting and reforestation.



# Consultation Program / Activities

**Public Advisory Committee (PAC)** - PAC is composed of members representing various stakeholder groups, individual viewpoints, government agencies and industries. Meetings are held quarterly and provide an opportunity to give DMI direct feedback on their practices / policies.

Groups / individuals are welcome to make an application to join PAC. All inquiries regarding PAC can be made by calling the DMI Woodlands office at (780) 624 – 7415.



# Growing the Future

For further information on the General Development Plan, please feel free to contact us:

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# Athabasca County

5th Annual



## Fly-In Barbecue

Athabasca Regional Airport (YWM)  
11am – 3 pm | Saturday, July 18



**Come and see the aircraft and meet the crew from the the AESRD Wildfire Division**

- All types of aircraft are welcome
- Avgas available / No landing fees
- Aviation and sponsor displays
- Activities for kids
- Free food and refreshments



Gift Bags  
for all  
Pilots!



Enter a draw to win two tickets to  
the 2015 Big Valley Jamboree



**Fuel Draw**

Win \$200  
of Avgas!

For more information about this year's event contact:  
Laura Barfoot | [lbarfoot@athabascacounty.com](mailto:lbarfoot@athabascacounty.com) | 780-675-2273

# A celebration of all things aviation!



Athabasca County  
*at the centre of it all*  
[www.athabascacounty.com](http://www.athabascacounty.com)

Join us on  
social media



HLPS



Class  
*of*  
2015



Thank You

*Mackenzie County*

for sponsoring a 2015 Bursary to support a graduating high school student in the furthering of their education.

2015 Bursary Recipients

Courtney Roberts and Zachary Harder

**Mackenzie County Library Board (MCLB)  
 April 28<sup>th</sup>, 2015 Board Meeting Minutes  
 Fort Vermilion County Office  
 Fort Vermilion, Alberta**

**Present:** Lisa Wardley, Wally Schroeder, La Dawn Dachuk, John Driedger, Lorna Joch  
 Lorraine Peters, Lucille Labrecque, Irene van der Kloet, Beth Kappelar.

**1.0 Call to Order:** The meeting was called to order by Beth Kappelar at 7:07 p.m.

**2.0 Approval of Agenda:**

**MOTION #2015-03-01** Lisa Wardley moved the approval of the agenda as revised

**CARRIED**

**3.0 Approval of the Minutes:**

**MOTION #2015-03-02** Wally Schroeder moved the approval of the Mar. 9/15 minutes as presented.

**CARRIED**

**4.0 Review of Action Items:**

- The action items of the previous MCLB meeting were reviewed.

**5.0 Financial:**

**5.1 MCLB Financial Report as of April 27/2015.**

- Balance Brought Forward: \$ 40,437.03

- Total Revenues \$ 115,009.75

- Total Expenses \$ 95,381.83

- Ending Bank Balance \$ 60,064.95

**MOTION #2015-03-03** Lisa Wardley moved to accept the April 27/15 financial report as presented.

**CARRIED**

**5.2 MCLB 2015 Budget:**

<b>BEGINNING BANK BALANCE</b>	<b>\$ 40,437.03</b>
<b>- REVENUES</b>	
- Mackenzie County Grant	\$ 228,000.00
- Alberta Community Development Grant	\$ 54,511.00
- Interest Income	\$ 25.00
- <b>Total Revenues</b>	<b>\$ 282,536.03</b>
<b>- EXPENSES</b>	
- Transfers to Other Libraries	
- High Level	\$ 15,500.00
- Fort Vermilion	\$ 68,000.00
- La Crete	\$ 90,000.00
- Zama City	\$ 50,000.00
- Conditional Grants	\$ 4,000.00
- Association Membership	\$ 425.00
- Board Expenses	\$ 20,000.00
- Program Expenses	\$ 6,000.00
- Office Supplies	\$ 300.00
- Access Copyright	\$ 157.50
- Bank Fees	\$ 10.00
- Website Maintenance	\$ 500.00
- Audit	\$ 200.00
- Insignia Electronic System-Regional	\$ 4,500.00
- Postage	\$ 6,000.00
- Electronic Regional Services	\$ 12,000.00
- Conference Expenses (Including Libraries)	\$ 6,000.00
- <b>Total Expenses</b>	<b>\$ 283,592.50</b>
<b>- ENDING BANK BALANCE</b>	<b>\$ 39,380.53</b>

**NOTE: The Beginning Bank Balance includes the Fort Vermilion Library 2014 \$6,800.00 holdback.**

**MOTION #2015-03-04** John Driedger moved the approval of the 2015 MCLB budget.

**CARRIED**

**6.0 Library Reports:**

**6.1 La Crete:**

- A volunteer repaired the vandalized book return box.
- The LCLS Co-chairs met with School Division staff to discuss the library move to its own building.
- A high school student was hired for 6 hrs./wk.
- A Seniors Tea is planned for June 1/15.

...2

**6.2 Fort Vermilion:**

- Their AGM was on Apr 27/15. Their 2014 financials still need to be audited. The next AGM will be on Apr 26/16.
- They are applying for a grant to replace their 4 furnaces. Two quotes have been received.
- Their third staff position will be a casual one.
- La Dawn Dachuk will staff the ratepayer library display.
- They discussed who would host Dave Perrin during his author tour in Fort Vermilion.
- 12 children and 5 adults participated in an Easter craft time hosted by the library.
- A Security and Safety draft policy was brought forward.
- The neighbor did some damage to their lawn and shrubs during his house renovations.
- Local birthday and anniversary calendars can be picked up at the library.

**6.3 Zama**

- Financials to Dec 31/14: Income \$53K, Expenses \$77K, Bank Balance \$93K.
- A new staff member needs to be hired in June.
- They will again be running on summer hours unless the tree planters arrive.
- They are looking into how they can ship their cake pans for inter-library loan.

**6.4 High Level:**

- Peace Library System costs are about \$75,000.00
- They are supportive of the MCLC initiatives.

**MOTION #2015-03-05** Lorraine Peters moved to accept the library reports.

**CARRIED**

**7.0 Old Business:**

**7.1 ATB Building:**

- The County plans to take possession of the ATB building June 1<sup>st</sup>. They have set aside \$100,000.00 for renovations.
- The furniture stays with the building..

**7.2 MCLB Bursary Applications:**

- The County bursary application form will be used as a template.

**MOTION #2015-03-06** La Dawn Dachuk moved that MCLB establish a \$1,000.00 bursary for students taking library courses.

**CARRIED**

**7.3 Author Tour (Dave Perrin):**

- The Mackenzie County Ag Fair Committee will help with the costs.
- His August tour schedule will be widely advertised and promoted.

**MOTION #2015-03-07** Lucille Labrecque moved that MCLB spend up to \$4,000.00 on the author tour.

**CARRIED**

**7.4 Rate Payer Library Displays:**

- Almost all of the display items have arrived, also one for each County Office.
- Hosts for all venues have been determined.

**MOTION #2015-03-08** John Driedger moved that the \$4,190.47 invoice for the displays be paid.

**CARRIED**

**8.0 New Business:**

**8.1 Mackenzie County Library Consortium (MCLC) Advertising:**

**MOTION #2015-03-09** John Driedger moved that up to \$1,500.00 be spent by MCLB to advertise MCLC services.

**CARRIED**

**9.0 Correspondence:**

- 9.1 Youth Write Society Canada
- 9.2 Pomeroy Valuation Group
- 9.3 Jubilee Insurance
- 9.4 Heavy Oil & Oilsands Guidebook

**MOTION #2015-03-10** John Driedger moved to accept the correspondence for information.

**CARRIED**

**10.0 In Camera:**

- Not required.

**11.0 Next Meeting Date and Location:** Fort Vermilion County Office June 16/15 at 7:00 p.m.

**12.0 Adjournment:**

**MOTION # 2015-03-11** John Driedger moved the meeting adjourned at 9:49 p.m.

**CARRIED**

These minutes were adopted this 16<sup>th</sup> day of June, 2015.

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**Beth Kappelar, Chair**