

**MUNICIPAL DISTRICT OF MACKENZIE NO. 23  
COUNCIL MEETING**

**Tuesday, May 4, 2004  
1:00 p.m.**

**Zama Community Hall**

**Zama City, Alberta**

**AGENDA**

- CALL TO ORDER:** 1. a) Call to Order
- AGENDA:** 2. a) Adoption of Agenda
- ADOPTION OF THE PREVIOUS MINUTES:** 3. a) Minutes of the April 20, 2004 Regular Council Meeting **Page 9**  
b) Minutes of the April 21, 2004 Special Council Meeting **Page 23**
- BUSINESS ARISING OUT OF THE MINUTES:** 4. a)
- DELEGATIONS:** 5. a) DCL Siemens **Page 29**  
b)
- PUBLIC HEARINGS:** 6. a) Bylaw 416/04- Land Use Bylaw Amendment **Page 31**  
To rezone Agricultural District 1 "A1" to Rural Country Residential District 2 "RC2"  
NW 21-110-19-W5M  
b) Bylaw 421/04 - Land Use Bylaw Amendment **Page 41**  
To add zonings and conditions to Mobile Home Subdivisions  
c) Bylaw 429/04 – Land Use Bylaw Amendment **Page 49**  
to add zonings and conditions to Hamlet Country Residential Subdivisions.

- d) Bylaw 433/04 – Land Use Bylaw Amendment **Page 59**  
NW 5-106-15-W5M From Rural Country  
Residential District “RC1” &”RC2” to Rural  
Country Residential District 3 “RC3”
- e)

**COUNCIL  
COMMITTEE AND  
CAO REPORTS:**

- 7. a) Council Committee Reports
- b) CAO Report

**GENERAL  
REPORTS:**

- 8. a) Action List **Page 67**

**AGRICULTURAL  
SERVICES:**

- 9. a) Blue Hills Drainage **Page 71**
- b) Mosquito Control **Page 75**
- c) Summary of Activities **Page 81**
- d)

**OPERATIONAL  
SERVICES:**

- 10. a) Policy PW010 – Road Protection Agreement **Page 83**
- b) Policy PW034 – Nonconforming Roads **Page 89**
- e) Engineering Guidelines and Minimum Servicing Standards **Page 95**
- f) Hamlet of La Crete Water Supply System Upgrading Contract – 1 Raw Water Supply Line Tender Recommendation. **Page 99**
- e) Hamlet of La Crete Water Supply System Upgrading Contract – 2 Pumping and Water Treatment Facilities Tender Recommendation. **Page 103**
- f) Assumption Hill Bypass **Page 105**
- g) Provisions of Engineering Services – Fort Vermilion Water main Replacements **Page 109**

- h) 94<sup>th</sup> Avenue Servicing – Engineering Services *Page 113*
- i) Solid Waste Task Force *Page 115*
- j) Draft Discussion Paper, “Towards the Implementation of a Community Aggregate Payment” *Page 119*
- k) Director’s Report *Page 139*
- l)
- m)
- n)

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

- 11. a) Bylaw 436/04 – Land Use Bylaw Amendment to Rezone From Hamlet Residential District 1 “HR1” to Hamlet Residential District 1 A “HR1A” and Hamlet Residential District 1B “HR1B” Part of SW9-106-15-W5M *Page 141*
- b) Bylaw 438/04 – Land Use Bylaw Amendment Plan 2938RS, Block 01, Lot 02, Fort Vermilion Hamlet Commercial District 1 “HC1” to Direct Control District 2 “DC2” *Page 147*
- c) Bylaw 441/04 – Land Use Bylaw Amendment W 21-110-19-W5M Agricultural District 1 “A1” to Rural Country Residential District 2 “RC2” *Page 155*
- d) Bylaw 442/04 – Land Use Bylaw Amendment to Amend Bylaw 414/04 Parcel Density & Farmstead Separation *Page 163*
- e) Moratorium on Land Sale *Page 167*
- f) Special Constable Program Letter From ASCA *Page 169*
- g) Development Permit Statistics Report January to March Comparisons (2002-2004) *Page 175*
- h) Director’s Report *Page 181*

- i)
- j)
- k)

**CORPORATE SERVICES:**

- 12. a) Tax Bylaw – 432/04 *Page 185*
- b) Bylaw 437/04 – Debenture Borrowing for the La Crete Water Treatment Facility *Page 193*
- c) Bylaw 443/04 – Council Procedural Bylaw *Page 199*
- d) Strategic Planning *Page 209*
- e)
- f)
- g)

**IN CAMERA SESSION:**

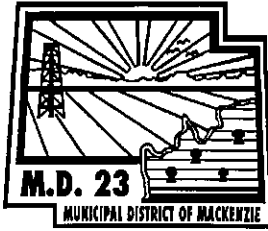
- 13. a)
- b)

**NEXT MEETING DATE:**

- 14. a) Regular Council Meeting  
6:00 p.m.  
Tuesday, May 18, 2004  
Council Chambers, Fort Vermilion

**ADJOURNMENT:**

- 15. a) Adjournment



## M.D. of Mackenzie No. 23

### Request For Decision

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	May 4, 2004
Originated By:	Barb Spurgeon, Executive Assistant
Title:	<b>April 20, 2004 Minutes</b>
Agenda Item No:	3. 2)

#### BACKGROUND / PROPOSAL:

#### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Attached are the minutes of the April 20, 2004 Regular Council Meeting.

#### COSTS / SOURCE OF FUNDING:

#### RECOMMENDED ACTION (by originator):

That the minutes of the April 20, 2004 regular council meeting be adopted as presented.

Review:

Dept.

C.A.O.

**MUNICIPAL DISTRICT OF MACKENZIE NO. 23  
REGULAR COUNCIL MEETING**

**Tuesday, April 20, 2004  
6:00 p.m.**

**Council Chambers, Municipal District of Mackenzie Office  
Fort Vermilion, Alberta**

**PRESENT:**

Bill Neufeld	Reeve
Betty Bateman	Councillor
John W. Driedger	Councillor
Walter Sarapuk	Deputy Reeve
Pat Kulscar	Councillor
Willie Wieler	Councillor
Wayne Thiessen	Councillor
Odell Flett	Councillor
Joe Peters	Councillor
Greg Newman	Councillor

**ABSENT:**

**ALSO PRESENT:**

Harvey Prockiw	Chief Administrative Officer
Bill Landiuk	Director of Corporate Services
Barb Spurgeon	Executive Assistant
Mike Savard	Director of Operational Services
Paul Driedger	Director of Planning and Emergency Services

Minutes of the regular Council meeting for the Municipal District of Mackenzie No. 23 held on Tuesday, April 20, 2004 in the Council Chambers of the Municipal District of Mackenzie office, Fort Vermilion, Alberta.

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

Reeve Neufeld called the meeting to order at 6:03 p.m.

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

**MOTION 04-264 MOVED** by Councillor Driedger

That the agenda be adopted as amended by adding:

- 10. e) Water Servicing – Peters Subdivision
- 11. h) Fire Services Task Force
- 12. f) High Level Medical Clinic
- 13. a) Sale of MD Property
- 14. Date of Next Meeting - Correction

**CARRIED**

**ADOPTION OF  
THE PREVIOUS  
MINUTES:**

- 3. a) Minutes of the April 6, 2004  
Regular Council Meeting**

**MOTION 04-265 MOVED** by Councillor Bateman

That the minutes of the April 6, 2004 Regular Council meeting be adopted as amended.

**CARRIED**

**BUSINESS ARISING  
OUT OF THE  
MINUTES:**

- 4.** There were no items under this heading.

**DELEGATIONS: 5. a) La Crete Skateboard Park**

Reeve Neufeld welcomed Henry Froese from the La Crete Skateboard Committee to the table at 6:08 p.m.

Henry Froese provided Council with information as requested at the previous Council Meeting.

Members of the La Crete community spoke in favor of the skateboard park. The La Crete Recreational Board advised they supported the park but did not have the ability to provide any funding at this time.

Reeve Neufeld thanked the representatives from La Crete Skateboard Park, who left the table at 6:33 p.m.

**MOTION 04-266**      **MOVED** by Councillor Thiessen

That a skateboard park be approved for construction by the La Crete Recreation Society in the La Crete Hill Park.

**CARRIED**

**MOTION 04-267**      **MOVED** by Councillor Driedger  
Requires 2/3 majority

That the Capital budget be amended to include the project La Crete Skateboard Park with funding of \$21,200 funded from the Parks Reserve, and with the condition that funds are 50/50 matching.

**CARRIED**

**5.      b)      94<sup>th</sup> Avenue Servicing**

Director Mike Savard provided council with an overview of the 94<sup>th</sup> Avenue servicing project.

Reeve Neufeld welcomed Frank Goertzen to the table at 6:35 p.m.

Frank Goertzen spoke in favor of servicing properties along 97<sup>th</sup> Street and 94<sup>th</sup> Avenue in La Crete with sewer and water. He advised a meeting of the landowners was held previously and they were in favor of this project.

Reeve Neufeld thanked Mr. Goertzen who left the table at 7:03 p.m.

**10.     d)      94<sup>th</sup> Avenue Servicing**

**MOTION 04-268**      **MOVED** by Councillor Wieler  
Requires 2/3  
Majority

That the 2004 Capital budget be amended by adding the following project:

94<sup>th</sup> Avenue Servicing with a total cost of \$1,489,000 funded as follows;

- Provincial Grant \$85,000.
- Water and sewer portion recovered through off site levy, \$566,896 be funded from general capital reserve 04-760-97
- Water portion recovered through local improvements \$488,800 be funded from debenture
- Sewer recovered through connection fee \$348,304 be funded from general operating reserve 04-711-12

**CARRIED**



**PUBLIC  
HEARINGS**

6. a) There were no items under this heading

Reeve Neufeld recessed the meeting 7:03 p.m.

Reeve Neufeld reconvened the meeting at 7:13 p.m.

**COUNCIL  
COMMITTEE AND  
CAO REPORTS:**

7. a) **Council Committee Reports**

Councillors provided verbal reports on meetings attended since previous reporting.

Deputy Reeve Sarapuk reported on Finance Committee.

Councillor Driedger reported on Strategic Planning.

Councillor Peters reported on Fire Services Task Force.

Councillor Wieler reported no meetings.

Councillor Bateman reported no meetings.

Councillor Flett reported on Cambridge Strategies Meeting, MD Library.

Councillor Newman reported on Strategic Planning, RCMP Task Force.

Councillor Kulscar reported on Police Services Task Force, Fairview College Advisory Committee, Strategic Planning, Fire Services Task Force (2 meetings), MEDC, Finance Committee.

Councillor Thiessen reported on Fire Service Task Force, Hay-Zama Park meeting in Edmonton.

Reeve Neufeld reported on Hay-Zama Park meeting, Strategic Planning.

**MOTION 04-269** **MOVED** by Councillor Kulscar

That Council proceed with a challenge to Bill 17 on Confined Feeding Operations.

**CARRIED**

**MOTION 04-270** **MOVED** by Councillor Driedger

That the Council Committee verbal reports be received as information.

**CARRIED**

7. b) CAO Report

**MOTION 04-271** **MOVED** by Councillor Thiessen

That the CAO verbal report be received as information.

**CARRIED**

**GENERAL REPORTS:**

8. a) There were no items under this heading

**AGRICULTURAL SERVICES:**

9. a) There were no items under this heading

**OPERATIONAL SERVICES:**

10. a) Local Improvement Plan – 49<sup>th</sup> Avenue Fort Vermilion

**MOTION 04-272** **MOVED** by Councillor Peters

That the Local Improvement Plan for 49<sup>th</sup> Avenue from 53 Street to 48<sup>th</sup> Avenue in Fort Vermilion be adopted as presented.

**CARRIED**

**MOTION 04-273** **MOVED** by Councillor Thiessen

Bylaw 427/04  
First Reading

That first reading be given to Bylaw 427/04 being a bylaw to approve a Local Improvement charges for curb, gutter, and sidewalks on specific properties within the municipality.

**CARRIED**

10. b) Local Improvement Plan – 108<sup>th</sup> Street La Crete

**MOTION 04-274** **MOVED** by Councillor Bateman

That the Local Improvement Plan for 108 Street in front of Lots 1 and 2, Block 25, Plan 9925746 and across from Block 9, Plan 8622277 be adopted as presented.

**CARRIED**

**MOTION 04-275**    **MOVED** by Deputy Reeve Sarapuk  
Bylaw 430/04  
First Reading

That first reading be given to Bylaw 430/04 being a bylaw to approve a Local Improvement charges for sidewalks on specific properties within the municipality.

**CARRIED**

10.    c)    **Policy PW019 –  
Road Construction Eligibility and Prioritization**

**MOTION 04-276**    **MOVED** by Councillor Bateman

That Policy PW019 – Road Construction Eligibility and Prioritization be approved as amended.

**MOTION 04-277**    **MOVED** by Councillor Newman

That consideration of Policy PW019 – Road Eligibility and Prioritization be tabled until amendments are made.

**DEFEATED**

**MOTION 04-276**    **MOVED** by Councillor Bateman

That Policy PW019 – Road Construction Eligibility and Prioritization be approved as amended.

**CARRIED**

10.    e)    **Water Servicing – Peters Subdivision**

**MOTION 04-278**    **MOVED** by Councillor Driedger

That Water Servicing for Peters Subdivision be accepted for information.

**CARRIED**

Reeve Neufeld recessed the meeting at 8:13 p.m.

Reeve Neufeld reconvened the meeting at 8:20 p.m.

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

11. a) **Bylaw 407/04 Land Use Bylaw Amendment  
Pt. NW 19-109-19-W5  
Highway Development District "HD" to  
Agricultural District 1 "A1"**

**MOTION 04-279**  
Bylaw 407/04  
Third Reading

**MOVED** by Councillor Peters

That third reading be given to Bylaw 407/04 being a bylaw to re-zone Part of NW 19-109-19-W5M from Highway Development District "HD" to Agricultural District 1 "A1".

**CARRIED**

11. b) **Development Permit #307-DP-03**

**MOTION 04-280**

**MOVED** by Councillor Thiessen

That Development Permit No. 307-DP-03 be approved with the following conditions:

1. Building setbacks as existing. Prior to any additions or relocations another permit will be required.
2. Provide parking as follows: The minimum parking standards are 1 stall per 45 sq m of gross floor area. *"One parking space, including the driveway area, shall occupy 300 square feet."*
3. Sufficient lighting to light up the parking area and liquor store.

**CARRIED**

11. c) **Bylaw 430/04  
To Rezone Pt. NE 34-105-15-W5M  
From Agriculture (A1) to Rural Country Residential (RC2)**

**MOTION 04-281**  
Bylaw 430/04  
First Reading

**MOVED** by Councillor Bateman

That first reading be given to Bylaw 430/04 being a Land Use Bylaw amendment to rezone rezone Pt. NE 34-105-15-W5M from Agriculture (A1) to Rural Country Residential (RC2).

**CARRIED**

11. d) **Bylaw 433/04 – Land Use Bylaw Amendment  
NW 5-106-15-W5M  
From Rural Country Residential District “RC1” & “RC2”  
to Rural Country Residential District 3 “RC 3”**

**MOTION 04-282**

Bylaw 433/04  
First Reading

**MOVED** by Deputy Reeve Sarapuk

That first reading be given to Bylaw 433/04 being a Land Use Bylaw amendment to rezone Pt. NW 5-106-15-W5M from Rural Country Residential District 1 “RC1” and Rural Country Residential District 2 “RC2” to Rural Country Residential District 3 “RC 3”.

**CARRIED**

11. e) **Bylaw 434/04 – Land Use Bylaw Amendment to  
Add Mobile Homes to Hamlet General District 1 “HG1”**

**MOTION 04-283**

Bylaw 434/04  
First Reading

**MOVED** by Councillor Bateman

That first reading be given to Bylaw 434/04 being a Land Use Bylaw amendment to add Mobile Homes to Hamlet General District 1 “HG1” as a Discretionary Use.

**CARRIED**

11. f) **Bylaw 435/04 – Dog Control Bylaw**

**MOTION 04-284**

Bylaw 435/04  
First Reading

**MOVED** by Councillor Kulscar

That first reading be given to Bylaw 435/04 being a bylaw to establish dog control in the Municipal District as amended.

**CARRIED**

**MOTION 04-285**

Bylaw 435/04  
Second Reading

**MOVED** by Councillor Thiessen

That second reading be given to Bylaw 435/04 being a bylaw to establish dog control in the Municipal District as amended.

**CARRIED**

**MOTION 04-286**

Requires unanimous  
Consent

**MOVED** by Councillor Bateman

That consideration be given to go to third reading for Bylaw 435/04.

**CARRIED**

**MOTION 04-287**

Bylaw 435/04

Third Reading

**MOVED** by Councillor Newman

That third reading be given to Bylaw 435/04 being a bylaw to establish dog control in the Municipal District.

**CARRIED**

11. g) **Ambulance Services Task Force  
Terms of Reference**

**MOTION 04-288**

**MOVED** by Councillor Peters

That the Terms of Reference for the Ambulance Services Task Force be adopted as amended.

**CARRIED**

11. h) **Fire Service Task Force**

**MOTION 04-289**

**MOVED** by Councillor Bateman

That Policy EMR004 be adopted as amended.

**CARRIED**

**CORPORATE  
SERVICES:**

12. a) **Policy ADM 043 – Capital Equipment/Facilities  
Funding – Recreation Boards**

**MOTION 04-290**

**MOVED** by Councillor Bateman

That approval of Policy ADM043 be tabled until Administration meets with the Zama Recreation Board.

**DEFEATED**

**MOTION 04-291**

**MOVED** by Councillor Kulscar

That approval of Policy ADM043 be tabled for four weeks to give Zama Recreation Society an opportunity to respond.

**CARRIED**

12. b) Revised 2004 Budget

**MOTION 04-292**

Requires 2/3 Majority

**MOVED** by Councillor Kulscar

That Council approves the revised 2004 operating and capital budgets.

**CARRIED**

12. c) Special Council Meeting – CAO Evaluation

**MOTION 04-293**

**MOVED** by Councillor Driedger

That a Special Council meeting be scheduled Monday, June 7 at 10:00 a.m. to perform the annual CAO evaluation.

**CARRIED**

12. d) Fort Smith Trans Canada Trail Gateway Opening

**MOTION 04-294**

**MOVED** by Councillor Wieler

That Reeve Neufeld or his designate be authorized to attend the Fort Smith Trans Canada Trail Gateway Opening on June 12, 2004 in Fort Smith.

**CARRIED**

12. e) Vitalize 2004 Conference

**MOTION 04-295**

**MOVED** by Councillor Flett

That Councillor Flett be authorized to attend the Vitalize 2004 conference in Edmonton June 10<sup>th</sup> to 12<sup>th</sup> 2004.

**CARRIED**

12. f) High Level Health Clinic

**MOTION 04-296**

**MOVED** by Councillor Thiessen

That the MD volunteer to facilitate meetings between the physicians, developers and other key stakeholders to identify options for a regional medical clinic.

**CARRIED**

**MOTION 04-297      MOVED** by Councillor Newman

That the Reeve and Deputy Reeve be authorized to attend the meeting regarding the High Level Medical Clinic.

**CARRIED**

**MOTION 04-298      MOVED** by Councillor Thiessen

That consideration be given to move in camera to discuss issues under the Freedom of Information and Protection of Privacy, Alberta Regulation 200/95. (9:46 p.m.)

**CARRIED**

**IN CAMERA  
SESSION:**

**13.    a)      Sale of MD Property**

Section 16. (1)(c)(i)

**MOTION 04-299      MOVED** by Councillor Thiessen

That Council come out of camera. (9:48 p.m.)

**CARRIED**

**DATE OF NEXT  
MEETING:**

**14.    a)      Regular Council Meeting  
1:00 p.m. Tuesday, May 4, 2004  
Zama Community Hall, Zama City**

**ADJOURNMENT:    15.    a)      Adjournment**

**MOTION 04-300      MOVED** by Councillor Thiessen

That the Regular Council meeting be adjourned (9:50 p.m.)

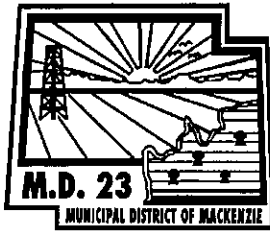
**CARRIED**



These minutes were adopted this 4th day of May 2004.

Bill Neufeld, Reeve

Barbara Spurgeon,  
Executive Assistant



## M.D. of Mackenzie No. 23

### Request For Decision

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	May 4, 2004
Originated By:	Barb Spurgeon, Executive Assistant
Title:	April 21, 2004 Special Council Minutes
Agenda Item No:	3. b)

#### BACKGROUND / PROPOSAL:

#### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Attached are the minutes of the April 21, 2004 Special Council Meeting.

#### COSTS / SOURCE OF FUNDING:

#### RECOMMENDED ACTION (by originator):

That the minutes of the April 21, 2004 Special Council Meeting be adopted as presented.

Review:

Dept.

C.A.O.

**MUNICIPAL DISTRICT OF MACKENZIE NO. 23  
SPECIAL COUNCIL MEETING**

**Wednesday, April 21, 2004  
10:00 a.m.**

**Council Chambers, Municipal District of Mackenzie Office  
Fort Vermilion, Alberta**

**PRESENT:**

Bill Neufeld	Reeve
Betty Bateman	Councillor
John W. Driedger	Councillor
Walter Sarapuk	Deputy Reeve
Willie Wieler	Councillor
Wayne Thiessen	Councillor
Odell Flett	Councillor (arrived 12:55 p.m.)
Greg Newman	Councillor
Pat Kulscar	Councillor
Joe Peters	Councillor

**ABSENT:**

<b><u>ALSO PRESENT:</u></b>	Harvey Prockiw	Chief Administrative Officer
	Barb Spurgeon	Executive Assistant
	Bill Landiuk	Director of Corporate Services
	Mike Savard	Director of Operations
	Grant Smith	Agricultural Fieldman

Minutes of the special Council meeting for the Municipal District of Mackenzie No. 23 held on Wednesday, April 21, 2004 in the Council Chambers of the Municipal District of Mackenzie office, Fort Vermilion, Alberta.

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

Reeve Neufeld called the meeting to order at 10:08 a.m.

**BUSINESS**            2.    a)    **Agricultural Study**

**MOTION 04-301**    **MOVED** by Councillor Wieler

That the report be referred to the Agricultural Land Task Force for their use.

**CARRIED**

2.    b)    **Recreation Study**

**MOTION 04-302**    **MOVED** by Councillor Thiessen

That the Recreational Study be received for information.

**CARRIED**

Reeve Neufeld recessed the meeting at 11:25 a.m.

Reeve Neufeld reconvened the meeting at 11:35 a.m.

2.    c)    **Airport Study**

**MOTION 04-303**    **MOVED** by Councillor Thiessen

That a Task Force be appointed to pursue a regional Airport Authority.

**CARRIED**

**MOTION 04-304**    **MOVED** by Councillor Wieler

That Councillor Bateman, Councillor Driedger and Councillor Newman be appointed to the Airport Task Force

**CARRIED**

Reeve Neufeld recessed the meeting at 12:03 p.m.

Reeve Neufeld reconvened the meeting at 12:52 p.m.

Councillor Wieler left the meeting at 12:52 p.m.

Councillor Flett entered the meeting at 12:55 p.m.

**MOTION 04-305    MOVED** by Councillor Kulscar

That reports produced by groups funded wholly or in part by the MD, the MD shall be given the opportunity to review and provide input from Council prior to release to the public.

**DEFEATED**

**ADJOURNMENT:** 3.    a)    **Adjournment**

**MOTION 04-306    MOVED** by Councillor Kulscar

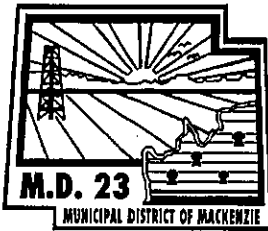
That the Special Council meeting be adjourned (1:40 p.m.)

**CARRIED**

These minutes were adopted this 4th day of May 2004.

\_\_\_\_\_  
Bill Neufeld, Reeve

\_\_\_\_\_  
Barbara Spurgeon  
Executive Assistant



## M.D. of Mackenzie No. 23

### Request For Decision

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	May 4, 2004
Originated By:	Mike Savard, Director of Operational Services
Title:	<b>Delegation – DCL Siemens Zama Water Treatment Plant</b>
Agenda Item No:	5a)

#### BACKGROUND / PROPOSAL:

DCL Siemens will be in attendance at the Council meeting to present the draft report of the Zama Water System Study.

#### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

N/A

#### COSTS / SOURCE OF FUNDING:

N/A

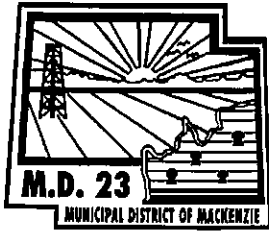
#### RECOMMENDED ACTION (by originator):

Author:

Review: 

Operational Services

C.A.O. 



## M.D. of Mackenzie No. 23

### Request For Decision

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	May 4, 2004
Originated By:	Barb Spurgeon, Executive Assistant
Title:	Municipal Library Board
Agenda Item No:	12. e)

#### BACKGROUND / PROPOSAL:

Council is responsible for the appointment of board members to the Mackenzie Municipal Library Board.

#### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Donna Grigor has tendered her resignation and the Board is recommending the appointment of Treena Ward for a three year term.

#### COSTS / SOURCE OF FUNDING:

#### RECOMMENDED ACTION (by originator):

That Treena Ward be appointed to the Mackenzie Municipal Library Board for a three year term effective May 1, 2004.

Review:

Dept.

C.A.O.

# Municipal Board of Mackenzie #23

## Library Board



P.O. Box 1840  
La Crete, AB T0H 2H0  
(780) 927- 3116 Anne Martens, Chairperson  
Email: [annem@fvsd.ab.ca](mailto:annem@fvsd.ab.ca)  
(780) 927- 4894 Stacy Wheeler, Secretary  
Email: [stacyw@fvsd.ab.ca](mailto:stacyw@fvsd.ab.ca)

April 29, 2004

Municipal District of Mackenzie #23  
Reeve Neufeld and Council  
P.O. Box 640  
Fort Vermilion, AB T0H 1N0

Re: Recommendation

Dear Reeve Neufeld and Council,

It is with regret that Donna Grigor has resigned as Trustee with the library board due to moving out of the MD.

In her place, the library board would like to recommend Treena Ward for appointment as Trustee. Treena is an MD resident and would like to volunteer her services in this way. Your consideration of this appointment at your next Council meeting would be greatly appreciated.

Thank you for your continued support.

Sincerely,

Stacy Wheeler  
Secretary

CC. Anne Martens, Chairperson



**Municipal District of Mackenzie No. 23**  
**CAO Report**  
**April 28, 2004**

**Overall**

The last couple weeks have been extremely busy with Task Force, Committee and RatePayers meetings. Some of these are as follows:

- **Fire Services Task Force** – We recently met with both the Society and the public. As a result, Council has adopted a Level 2, with training to Level 4. The onus will now be on the community to exhibit commitment before advancing to a higher level.
- **Police Services Task Force** – We have met to develop a presentation to take to lobby for a minimum level of service throughout the M.D. We will be meeting on Friday to finalize this.
- **Finance Committee** – We met on April 19.
- **Ag Land Task Force** – Footner, Tolko, Public Lands and Forestry met last week and as reported, the forestry companies have agreed not to buy any white zone land in the near future (5 years). In addition, we will now begin the longer term Land Use Planning process for the region.
- **ASB Meeting** – At a recent meeting we reviewed the drainage projects as well as the performed a review of all the ASB Policies. Appropriate recommendations will be coming forth to council as required.
- **Solid Waste Task Force** – At the meeting last week it was the recommendation of the Task Force that this issue become a project of the Mackenzie Regional Landfill Authority. This will be coming to council in the form of an RFD.

The next couple weeks will also be extremely busy as these meetings continue and we wind up beginning the summer construction projects.

Respectfully Submitted,  
Harvey Prockiw, CAO

# M.D. of Mackenzie No. 23

## Request For Decision

Meeting:	<b>Regular Council</b>
Meeting Date:	May 4, 2004
Originated By:	Paul Driedger, Director Planning, Emergency and Enforcement Services
Title:	<b>PUBLIC HEARING Bylaw 416/04 – Land Use Bylaw Amendment to Rezone From Agricultural District 1 “A1” to Rural Country Residential District 2 “RC2” NW 21-110-19-W5M</b>
Agenda Item No:	6.2)

### BACKGROUND / PROPOSAL:

The applicant is requesting to re-zone a part of NW 21-110-19-W5M from Agricultural District 1 “A1” to Rural Country Residential District 2 “RC2”. The owner’s want to rezone the 26 acres adjacent to Highway 35 so that it can be subdivided into 5 acre parcels and sold.

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The rezoning complies with the M.D. of Mackenzie Land Use Bylaw and the Inter-municipal Development Plan. The application was sent to the Town of High Level for comments in accordance with the Inter-Municipal Development Plan. Town of High Level responded with no concerns to this development (see attached letter).

The intent of the M.D. of Mackenzie Land Use Bylaw Rural Country Residential District 2 “RC2” and its uses are as follows:

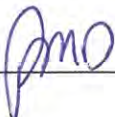

#### **5.3.C RURAL COUNTRY RESIDENTIAL DISTRICT 2 “RC2”.**

The general purpose of this district is to provide for the development of multi-lot country residences.

#### **A. PERMITTED USES**

- (1) Mobile Home.

#### **B. DISCRETIONARY USES**

Review: 	Dept.	C.A.O. 
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- (1) Single Family Dwelling.
- (2) Modular Homes.
- (3) Ancillary building or use.
- (4) Bed and breakfast.
- (5) Home based business.
- (6) Public use.
- (7) Garden suite.

### **C. LOT AREA**

#### (1) Country Residential Uses:

- a) Minimum Lot Area: 1.2 hectares (3.0 acres).
- b) Maximum Lot Area: up to 2.02 hectares (5 acres) unless otherwise approved by the Subdivision Authority.

### **D. MINIMUM FRONT YARD SETBACK**

Lot fronting onto a provincial highway or local road:

40.8 metres (134 feet) from right of way.

Lot fronting onto an internal subdivision road:

15.24 metres (50 feet) from right of way.

### **E. MINIMUM SIDE YARD SETBACK**

7.6 metres (25 feet) from property line, or

in the case of a corner site the width of the side yard adjoining the side street shall not be less than 15.24 metres (50 feet), or

15.2 metres (50 feet) from property line adjacent to "Agricultural" or "Forestry" districts.

### **F. MINIMUM REAR YARD SETBACK**

7.6 metres (25 feet), or

15.2 metres (50 feet) from property line adjacent to "Agricultural" or "Forestry" districts.

Review:



Dept.

C.A.O.

## **G. ADDITIONAL REQUIREMENTS**

- (1) Buildings shall be either of new construction or moved in unless otherwise require by the Development Officer. Exterior finish to be wood, metal, or similar siding, brick or stucco to the satisfaction of the Development Officer. The finish and appearance of buildings should complement other structures and natural site features.
- (2) All mobile homes to be factory built with walls of pre-finished baked enamel aluminium siding, vinyl siding or the equivalent and peaked shingled roof, to the satisfaction of the Development Officer.
- (3) If mobile homes are placed upon a basement, solid footings and concrete or wood block foundation wall or skirting should be required so that the appearance, design and construction will compliment the mobile home. The undercarriage of the mobile home shall be screened from view.
- (4) All ancillary structures to mobile homes, such as patios, porches, additions, etc., shall be factory prefabricated units, or of a quality equivalent thereto, so that the appearance, design and construction will compliment the mobile home.
- (5) All areas on a mobile home lot not developed by walkways, driveways or parking aprons shall be grassed and landscaped to the satisfaction of the Development Officer.

## **H. THE KEEPING OF ANIMALS**

A maximum of one non-domestic animal per 3-acres or 2 non-domestic animals per 5 acres.

## **I. REZONING REQUIREMENTS**

- (1) In order to ensure a firm commitment for development has been received the following are requirements for the rezoning application:
  - (a) An Area Structure Plan for the parcel.
  - (b) A minimum of 10 parcels per rezoning application, or where the total area to be rezoned is less than 20.2 hectares (50 acres), the total developable area must be subdivided.
  - (c) The subdivision must have legal access that meets Municipal District of Mackenzie standards.

Review:



Dept.

C.A.O.

(d) Where the existing municipal road is not up to the standard required for the parcel, a road request or upgrade must be part of the subdivision application.

(2) Once approval has been granted, the developer shall have a period of one (1) year, or as required by the Development Authority, to develop the subdivision including, but not limited to, the installation of utilities, roads and plan registration.

**J. SUBDIVISION REQUIREMENTS**

1. The Developer shall enter into a Developer's Agreement with the Municipality for payment of off-site levies, if required, for rural multi-lot subdivisions.
2. No subdivision shall be approved unless utility services, including water supply and sewage disposal, can be provided with sufficient capacity to accommodate development of the proposed parcel(s).
3. The Developer shall submit, along with his subdivision application, a Water Management Plan as required by the Water Act RSA 2000 Chapter W-3.
4. The Subdivision Authority may require a sewage collection report from a qualified plumbing inspector to ensure sewage disposal will not have a negative impact on the parcel and/or adjacent land or water resources.
5. Municipal Reserve money in the amount of 10% of market value of the proposed subdivision land or 10% land if required for parks or schools.

COSTS / SOURCE OF FUNDING:

N/A

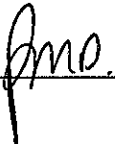
RECOMMENDED ACTION (by originator):

**MOTION 1**

That second reading be given to Bylaw 416/04 to re-zone Pt. NW 21-110-19-W5M from Agricultural District 1 "A1" to Rural Country Residential District 2 "RC2".

**MOTION 2**

That third reading to Bylaw 416/04 to re-zone Pt. NW 21-110-19-W5M from Agricultural District 1 "A1" to Rural Country Residential District 2 "RC2" be 'tabled' until such time that the applicant provides a detailed Area Structure Plan for the proposed area.

Review: 	Dept.	C.A.O.
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**MD of Mackenzie**

**PUBLIC HEARING FOR LAND USE BYLAW AMENDMENT**

**BYLAW \_\_\_\_\_**

**Order of Presentation**

\_\_\_\_\_ This Public Hearing will now come to order at \_\_\_\_\_.

\_\_\_\_\_ Was the Public Hearing properly advertised?

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

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

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

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

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

\_\_\_\_\_ This Hearing is now closed at \_\_\_\_\_.

**REMARKS/COMMENTS:**

**BYLAW NO. 416/04**

**BEING A BYLAW OF THE  
MUNICIPAL DISTRICT OF MACKENZIE NO. 23  
IN THE PROVINCE OF ALBERTA**

**TO AMEND THE  
MUNICIPAL DISTRICT OF MACKENZIE NO. 23 LAND USE BYLAW**

**WHEREAS**, the Municipal District of Mackenzie No. 23 has adopted the Municipal District of Mackenzie Land Use Bylaw, and

**WHEREAS**, the Municipal District of Mackenzie No. 23 has a General Municipal Plan adopted in 1995, and

**WHEREAS**, the Council of the Municipal District of Mackenzie No. 23, in the Province of Alberta, has deemed it desirable to amend the Municipal District of Mackenzie No. 23 Land Use Bylaw to accommodate residential subdivisions.

**NOW THEREFORE, THE COUNCIL OF THE MUNICIPAL DISTRICT OF MACKENZIE NO. 23, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, HEREBY ENACTS AS FOLLOWS:**

- 1. That the land use designation of the subject parcel known as Part of NW 21-110-19-W5M, in the Municipal District of Mackenzie No. 23 be amended from Agricultural District 1 "A1" to Rural Country Residential District 2 "RC2".**

First Reading given on the \_\_\_\_\_ day of \_\_\_\_\_, 2004.

\_\_\_\_\_  
Bill Neufeld, Reeve

\_\_\_\_\_  
Barbara Spurgeon, Executive Assistant

Second Reading given on the \_\_\_\_\_ day of \_\_\_\_\_, 2004.

\_\_\_\_\_  
Bill Neufeld, Reeve

\_\_\_\_\_  
Barbara Spurgeon, Executive Assistant

Third Reading and Assent given on the \_\_\_\_\_ day of \_\_\_\_\_, 2004.

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Bill Neufeld, Reeve

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Barbara Spurgeon, Executive Assistant



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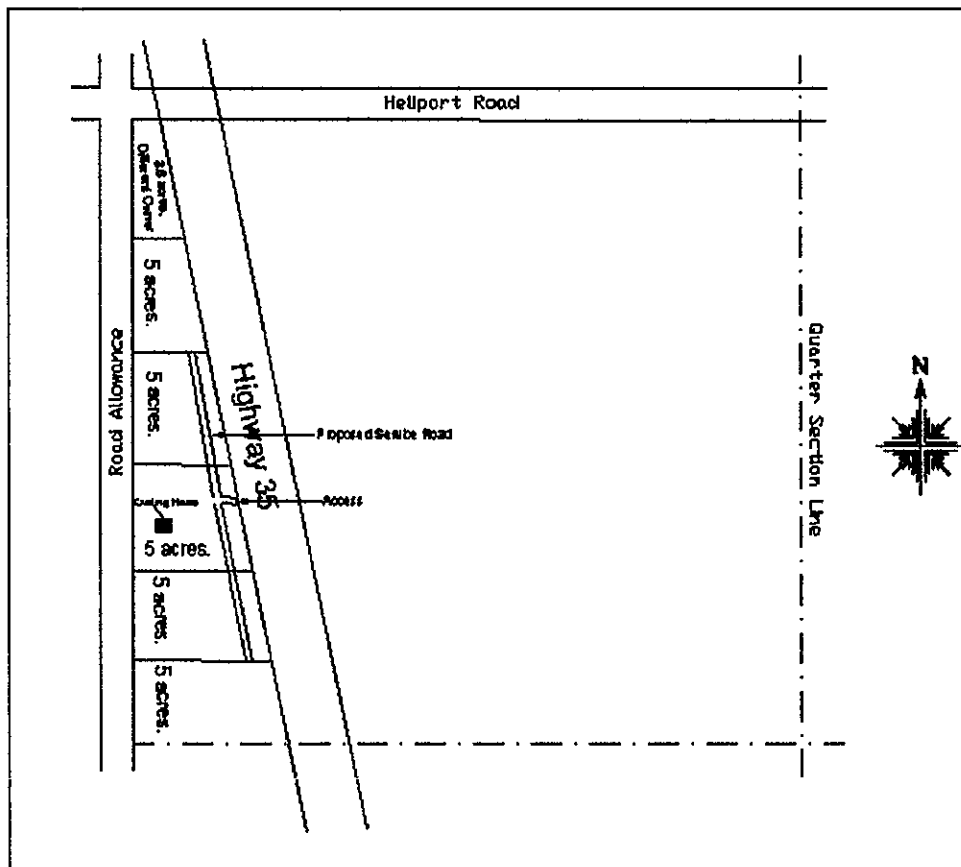
**SCHEDULE "A"**

**BYLAW No. 416/04**

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

Pt of NW 21-110-19-W5M, as depicted below, be amended from Agriculture District 1 "A1" to Rural Country Residential District 2 "RC2":



FROM: Agricultural District 1 "A1"  
TO: Rural Country Residential District 2 "RC2"

---

Bill Neufeld, Reeve

---

Barb Spurgeon, Executive Assistant

EFFECTIVE THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2004.



TOWN OF  
**HIGH LEVEL**

Town of High Level  
9813 - 102<sup>nd</sup> Street  
High Level, AB T0H 1Z0  
Canada

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

April 14, 2004

Municipal District of Mackenzie No. 23  
Box 640  
Fort Vermilion, Alberta T0H 1H0

Attention: Ms. Liane Lambert, Development Officer

Re: Bylaw 416/04  
Rezoning from A1 to RC2  
NW 21-110-19-W5M

Dear Ms. Lambert:

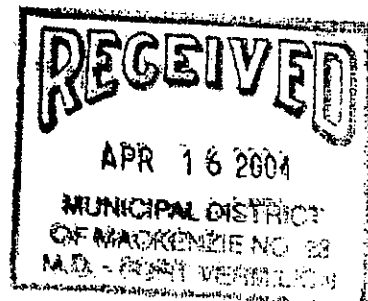
Thank you for the referral for the above noted land use bylaw amendment. The Town of High Level does not have any concerns with the proposed 5-parcel country residential development as it conforms to the intent of the Intermunicipal Development Plan.

Please be advised that the Town will not be able to provide water service to these parcels from the water main fronting the development due to existing agreements and constraints. This can be reviewed in the future when new water agreements have been finalized between the two municipalities and with the Province. If you have any questions, please do not hesitate to call the undersigned.

Sincerely,

Dean Krause  
Director of Development Services  
Town of High Level

CC:  
Mayor Mike Mihaly  
Dianne Hunter, CAO



# M.D. of Mackenzie No. 23

## Request For Decision

Meeting:	<b>Regular Council</b>
Meeting Date:	May 4, 2004
Originated By:	Paul Driedger, Director Planning, Emergency and Enforcement Services
Title:	<b>PUBLIC HEARING</b> <b>Bylaw 421/04 – Land Use Bylaw Amendment to</b> <b>Add Zonings and Conditions to Mobile Home Subdivisions</b>
Agenda Item No:	6.6)

### BACKGROUND / PROPOSAL:

Mobile Homes provide a substantial portion of residential development within the hamlets. Currently we only distinguish between Mobile Home Parks (MHP) and Mobile Home Subdivisions (MHS). There is a need for a variety of zonings for MHS so we can differentiate between older and newer mobile homes. Owners of new mobile homes don't always want an older mobile home on the lot beside them. A variety of subdivisions would allow the hamlets to develop in a more aesthetically pleasing fashion.

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Bylaw 421/04 makes the following changes to the Land Use Bylaw:

#### Removing:

- Mobile Home Subdivision District (MHS) zoning
- Garden Suites
- Intensive Recreation
- Mobile Home Subdivision Lot Area
- Site Coverage
- Minimum Total Floor Area

#### Replaces :

- Minimum lot width for all MHS zones from 15.2 metres (50 feet) to **21.3 metres (70 feet)**
- Minimum lot depth for all MHS zones from 30.5 metres (100 feet) to **33.5 metres (110 feet)**
- Minimum side yard setbacks from 1.2 metres (4 feet) to **1.5 metres (5 feet)**
- Minimum side yard setbacks on the exterior side of a corner lot from 3.0 metres (10 feet) to **4.6 metres (15 feet)**

Review: 

Dept. 

C.A.O. 

Adding:

- Mobile Home Subdivision District 1 (MHS 1), which allows for:
  - Minimum mobile home width of 16 feet
  - Maximum mobile home width of 24 feet
  
- Mobile Home Subdivision District 2(MHS 2).
  - Any mobile homes

All other conditions remain the same as they were in the Mobile Home Subdivision District (MHS).

COSTS / SOURCE OF FUNDING:

N/A

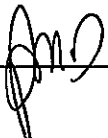
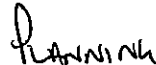
RECOMMENDED ACTION (by originator):

**Motion**

That second reading be given to Bylaw 421/04 being a Land Use Bylaw amendment to delete Mobile Home Subdivision District (MHS) and add Mobile Home Subdivision District 1 (MHS 1) and Mobile Home Subdivision District 2 (MHS 2).

**Motion**

That third reading be given to Bylaw 421/04 being a Land Use Bylaw amendment to delete Mobile Home Subdivision District (MHS) and add Mobile Home Subdivision District 1 (MHS 1) and Mobile Home Subdivision District 2 (MHS 2).

Review: 	Dept. 	C.A.O.
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**MD of Mackenzie**

**PUBLIC HEARING FOR LAND USE BYLAW AMENDMENT**

BYLAW 421/04

**Order of Presentation**

\_\_\_\_\_ This Public Hearing will now come to order at \_\_\_\_\_.

\_\_\_\_\_ Was the Public Hearing properly advertised?

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

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

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

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

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

\_\_\_\_\_ This Hearing is now closed at \_\_\_\_\_.

**REMARKS/COMMENTS:**

**BYLAW NO. 421/04**  
**BEING A BYLAW OF THE**  
**MUNICIPAL DISTRICT OF MACKENZIE NO. 23**  
**IN THE PROVINCE OF ALBERTA**  
**TO AMEND THE**  
**MUNICIPAL DISTRICT OF MACKENZIE NO. 23 LAND USE BYLAW**

**WHEREAS**, the Municipal District of Mackenzie No. 23 has adopted the Municipal District of Mackenzie No. 23 Land Use Bylaw, and

**WHEREAS**, the Council of the Municipal District of Mackenzie No. 23, in the Province of Alberta, has deemed it desirable to amend the Municipal District of Mackenzie No. 23 Land Use Bylaw to delete the Mobile Home Subdivision District and add Mobile Home Subdivision District 1 (MHS 1) and Mobile Home Subdivision District 2 (MHS 2).

**NOW THEREFORE**, the Council of the Municipal District of Mackenzie No. 23, in the Province of Alberta, duly assembled, hereby enacts as follows:

1. That the Municipal District of Mackenzie Land Use Bylaw Section 5.8.B Mobile Home (Manufactured Home) Subdivision District (MHS) be deleted.
2. That Section 5.8.B Mobile Home (Manufactured Home) Subdivision District 1 (MHS 1) be added to the Municipal District of Mackenzie Land Use Bylaw to read as follows:

**5.8.B MOBILE HOME (MANUFACTURED HOME) SUBDIVISION DISTRICT 1  
"MHS 1"**

The general purpose of this district is to permit the development of mobile home subdivisions in the Municipal District where common water and sewer facilities are in place.

**A. PERMITTED USES**

- (1) Mobile home.
- (2) Park.
- (3) Playground.

**B. DISCRETIONARY USES**

- (1) Ancillary building and use.
- (2) Convenience store.

- (3) Home based business.
- (4) Public use.

**C. MOBILE HOME SIZE**

Maximum size:	Width:	24 feet
	Length:	as allowed by setbacks
Minimum size:	Width:	16 feet
	Length:	as required by Development Officer

**D. MOBILE HOME AGE**

Mobile Homes shall be a maximum of 5 years old and shall have a peaked roof with shingles.

**E. MINIMUM LOT WIDTH**

21.3 metres (70 feet).

**F. MINIMUM LOT DEPTH**

33.5 metres (110 feet), unless otherwise required by the Development Officer.

**G. MINIMUM FRONT YARD SETBACK**

7.6 metres (25 feet).

**H. MINIMUM SIDE YARD SETBACK**

Side yards shall not be less than 1.5 metres (5 feet). In the case of a corner lot the exterior side yard shall not be less than 4.6 metres (15 feet).

**I. MINIMUM REAR YARD SETBACK**

2.4 metres (8 feet).

**J. THE DESIGN, CHARACTER AND APPEARANCE OF BUILDINGS**

The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall compliment the

natural features and character of the site to the satisfaction of the Development Officer.

Mobile Homes:

All mobile homes to be factory built with walls of pre-finished baked enamel aluminium siding, vinyl siding or the equivalent and peaked shingled roof, as required by the Development Officer.

If placed upon a basement, solid footings and concrete or wood block foundation wall or skirting should be required so that the appearance, design and construction will compliment the mobile home. The undercarriage of the mobile home shall be screened from view.

All ancillary structures such as patios, porches, additions, etc., shall be factory pre-fabricated units, or of a quality equivalent thereto, so that appearance, design and construction will compliment the mobile home.

**K. OFF-STREET PARKING**

In accordance to the provisions of this Bylaw.

3. That Section 5.8.C Mobile Home (Manufactured Home) Subdivision District 2 (MHS 2) be added to the Municipal District of Mackenzie Land Use Bylaw to read as follows:

**5.8.C MOBILE HOME (MANUFACTURED HOME) SUBDIVISION DISTRICT 2  
"MHS 2"**

The general purpose of this district is to permit the development of mobile home subdivisions in the Municipal District where common water and sewer facilities are in place.

**A. PERMITTED USES**

- (1) Mobile home.
- (2) Park.
- (3) Playground.

**B. DISCRETIONARY USES**

- (1) Ancillary building and use.



- (2) Convenience store.
- (3) Home based business.
- (4) Public use.

**C. MINIMUM LOT WIDTH**

21.3 metres (70 feet).

**D. MINIMUM LOT DEPTH**

33.5 metres (110 feet), unless otherwise required by the Development Officer.

**E. MINIMUM FRONT YARD SETBACK**

7.6 metres (25 feet).

**F. MINIMUM SIDE YARD SETBACK**

Side yards shall not be less than 1.5 metres (5 feet). In the case of a corner lot the exterior side yard shall not be less than 4.6 metres (15 feet).

**G. MINIMUM REAR YARD SETBACK**

2.4 metres (8 feet).

**H. THE DESIGN, CHARACTER AND APPEARANCE OF BUILDINGS**

Mobile Homes shall have a factory constructed peaked roof with shingles.

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

Mobile Homes:

All mobile homes to be factory built with walls of pre-finished baked enamel aluminium siding, vinyl siding or the equivalent, as required by the Development Officer.

If placed upon a basement, solid footings and concrete or wood block foundation wall or skirting should be required so that the appearance,

design and construction will compliment the mobile home. The undercarriage of the mobile home shall be screened from view.

All ancillary structures such as patios, porches, additions, etc., shall be factory pre-fabricated units, or of a quality equivalent thereto, so that appearance, design and construction will compliment the mobile home.

**I. OFF-STREET PARKING**

In accordance to the provisions of this Bylaw.

First reading given on the \_\_\_\_\_ day of \_\_\_\_\_, 2004.

\_\_\_\_\_  
Bill Neufeld, Reeve

\_\_\_\_\_  
Barbara Spurgeon, Executive Assistant

Second reading given on the \_\_\_\_\_ day of \_\_\_\_\_, 2004.

\_\_\_\_\_  
Bill Neufeld, Reeve

\_\_\_\_\_  
Barbara Spurgeon, Executive Assistant

Third reading given on the \_\_\_\_\_ day of \_\_\_\_\_, 2004.

\_\_\_\_\_  
Bill Neufeld, Reeve

\_\_\_\_\_  
Barbara Spurgeon, Executive Assistant

# M.D. of Mackenzie No. 23

## Request For Decision

Meeting:	<b>Regular Council</b>
Meeting Date:	May 4, 2004
Originated By:	Paul Driedger, Director Planning, Emergency and Enforcement Services
Title:	<b>PUBLIC HEARING</b> <b>Bylaw 429/04 – Land Use Bylaw Amendment to</b> <b>Add Zonings and Conditions to</b> <b>Hamlet Country Residential Subdivisions</b>
Agenda Item No:	6.c)

### BACKGROUND / PROPOSAL:

The current Hamlet Country Residential District allows for a mixture of houses and mobile homes. At this time, one of the Hamlet Country Residential Districts in La Crete has only houses and the other has only mobile homes. We would like to create additional districts where there are more restrictions, which will make the subdivisions more aesthetically pleasing.

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Bylaw 429/04 makes the following changes to the Land Use Bylaw:

#### Removing:

- Hamlet Country Residential District "HRC" zoning
- Garden Suites
- The Development Officer's authority to decrease side yard requirements
- The Development Officer's authority to change minimum rear yard setbacks

#### Adding:

- Hamlet Country Residential 1 "HCR1", which allows for:
  - Single detached dwellings
  - Modular Homes (no Double Wide Mobile Homes)
  - Bed & Breakfast
- Hamlet Country Residential 2 "HCR2", which allows for:
  - Mobile Homes with peaked roof and shingles
  - Modular Homes
  - Single detached dwellings as a discretionary use
  - Bed & Breakfast

Review:

*fmp*

Dept.

*PLANNING*

C.A.O.

*[Signature]*

All other conditions remain the same as they were in the Hamlet Country Residential District "HCR"

COSTS / SOURCE OF FUNDING:

N/A

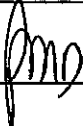
RECOMMENDED ACTION (by originator):

**Motion**

That second reading be given to Bylaw 429/04 being a Land Use Bylaw amendment to delete Hamlet Country Residential District "HCR" and add Hamlet Country Residential District 1 "HCR1" and Hamlet Country Residential District 2 "HCR2".

**Motion**

That third reading be given to Bylaw 429/04 being a Land Use Bylaw amendment to delete Hamlet Country Residential District "HCR" and add Hamlet Country Residential District 1 "HCR1" and Hamlet Country Residential District 2 "HCR2".

Review: 	Dept. <i>PLANNING</i>	C.A.O.
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MD of Mackenzie

**PUBLIC HEARING FOR LAND USE BYLAW AMENDMENT**

BYLAW \_\_\_\_\_

**Order of Presentation**

\_\_\_\_\_ This Public Hearing will now come to order at \_\_\_\_\_.

\_\_\_\_\_ Was the Public Hearing properly advertised?

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

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

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

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

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

\_\_\_\_\_ This Hearing is now closed at \_\_\_\_\_.

**REMARKS/COMMENTS:**

**BYLAW NO. 429/04**

**BEING A BYLAW OF THE  
MUNICIPAL DISTRICT OF MACKENZIE NO. 23**

**IN THE PROVINCE OF ALBERTA  
TO AMEND THE  
MUNICIPAL DISTRICT OF MACKENZIE NO. 23 LAND USE BYLAW**

**WHEREAS**, the Municipal District of Mackenzie No. 23 has adopted the Municipal District of Mackenzie No. 23 Land Use Bylaw, and

**WHEREAS**, the Council of the Municipal District of Mackenzie No. 23, in the Province of Alberta, has deemed it desirable to amend the Municipal District of Mackenzie No. 23 Land Use Bylaw to delete Hamlet Country Residential District "HCR" and add Hamlet Country Residential District 1 "HCR1" and Hamlet Country Residential District 2 "HCR2" to create a variety of uses for Hamlet Country Residential subdivisions within the Municipal District of Mackenzie No. 23.

**NOW THEREFORE**, the Council of the Municipal District of Mackenzie No. 23, in the Province of Alberta, duly assembled, hereby enacts as follows:

1. That the Municipal District of Mackenzie Land Use Bylaw Section 5.9.F Hamlet-Country Residential District 1 "HCR" be deleted.
2. That Section 5.9.F Hamlet Country Residential District 1 "HCR1" be added to the Municipal District of Mackenzie Land Use Bylaw as follows:

**5.9.F HAMLET COUNTRY RESIDENTIAL DISTRICT 1 "HCR1".**

The general purpose of this district is to allow for the development of serviced multi-lot country residential subdivision and development within Hamlet boundaries.

**A. PERMITTED USES**

- (1) Park
- (2) Playground
- (3) Single detached dwelling

**B. DISCRETIONARY USES**

- (1) Ancillary building or use.
- (2) Home based business.

- (3) Public use.
- (4) Modular homes (no double wide mobile homes)
- (5) Bed and breakfast.

**C. PARCEL DENSITY**

The number of lots shall be at the discretion of the Development Officer.

**D. LOT AREA**

Minimum: 1.2 hectares (3 acres)  
Maximum: 2.47 hectares (5.0 acres)

**E. MINIMUM TOTAL FLOOR AREA**

At the discretion of the Development Officer.

**F. MINIMUM FRONT YARD SETBACK**

Lot fronting onto a Primary or Secondary Highway:

40.8 metres (134 feet) from right of way.

Lot Fronting onto a local (rural) road:

20.4 metres (67 feet) from right of way.

Lot fronting onto an internal subdivision road:

15.2 metres (50 feet)

**G. MINIMUM SIDE YARD SETBACK**

(1) Exterior Side Yard Width:  
15 feet (4.6 metres)

(2) Interior Side Yard Width:  
15 feet (4.6 metres)

**H. MINIMUM REAR YARD SETBACK**

25 feet (7.6 metres)

**I. DESIGN, CHARACTER AND APPEARANCE OF BUILDINGS**

- (1) Buildings shall be either of new construction or moved in unless otherwise approved by the Development Officer.
- (2) The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall compliment the natural features and the character of the site to the satisfaction of the Development Officer.

**J. ADDITIONAL REQUIREMENTS**

- (1) When reviewing an application for subdivision or a development permit application, the Development Officer may consider the following:
    - a. access to the subject property and the construction standards for roads to be built;
    - b. the provision, operation and maintenance of water and sewer facilities:
    - c. water supply for fire fighting purposes;
    - d. site drainage; and
    - e. development of parks and recreation areas.
  - (2)
    - a. Connection to the municipal water system at such time as the municipal service becomes adjacent to the boundary of the development.
    - b. Connection to the municipal sewage system at such time as the municipal service becomes adjacent to the boundary of the development and, in the interim, the development must comply with the Alberta Private Sewage Systems Standard of Practice 1999.
  - (3) The Development Officer may decide on such other requirements as are necessary having regard to the nature of the proposed development and the intent of this district.
3. That the following Section 5.9.G be added to the Municipal District of Mackenzie Land Use Bylaw as follows:

**5.9.G HAMLET COUNTRY RESIDENTIAL DISTRICT 2 “HCR2”.**

The general purpose of this district is to allow for the development of serviced multi-lot country residential subdivision and development within Hamlet boundaries.



**A. PERMITTED USES**

- (1) Park
- (2) Playground
- (3) Mobile Home
- (4) Modular Home

**B. DISCRETIONARY USES**

- (1) Ancillary building or use.
- (2) Home based business.
- (3) Public use.
- (4) Single detached dwelling
- (5) Bed and breakfast

**C. PARCEL DENSITY**

The number of lots shall be at the discretion of the Development Officer.

**D. LOT AREA**

Minimum: 1.2 hectares (3 acres)  
Maximum: 2.47 hectares (5.0 acres)

**E. MINIMUM TOTAL FLOOR AREA**

At the discretion of the Development Officer.

**F. MINIMUM FRONT YARD SETBACK**

Lot fronting onto a Primary or Secondary Highway:

40.8 metres (134 feet) from right of way.

Lot Fronting onto a local (rural) road:

20.4 metres (67 feet) from right of way.

Lot fronting onto an internal subdivision road:

15.2 metres (50 feet)

**G. MINIMUM SIDE YARD SETBACK**

(1) Exterior Side Yard Width:  
15 feet (4.6 metres)

(2) Interior Side Yard Width:  
15 feet (4.6 metres)

**H. MINIMUM REAR YARD SETBACK**

25 feet (7.6 metres)

**I. DESIGN, CHARACTER AND APPEARANCE OF BUILDINGS**

(1) Buildings shall be either of new construction or moved in unless otherwise approved by the Development Officer.

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

(3) All mobile homes to be factory built with walls of pre-finished baked enamel aluminum siding, vinyl siding or the equivalent and peaked shingled roof, to the satisfaction of the Development Officer.

(4) If mobile homes are placed upon a basement, solid footings and concrete or wood block foundation wall or skirting should be required so that the appearance, design and construction will compliment the mobile home. The undercarriage of the mobile home shall be screened from view.

(5) All ancillary structures to mobile homes, such as patios, porches, additions, etc., shall be factory prefabricated units, or of a quality equivalent thereto, so that the appearance, design and construction will compliment the mobile home.

(6) All areas on the lot not developed by walkways, driveways or parking aprons shall be grassed and landscaped to the satisfaction of the Development Officer.

**J. ADDITIONAL REQUIREMENTS**

(1) When reviewing an application for subdivision or a development permit application, the Development Officer may consider the following:

- a. access to the subject property and the construction standards for roads to be built;
  - b. the provision, operation and maintenance of water and sewer facilities:
  - c. water supply for fire fighting purposes;
  - d. site drainage; and
  - e. development of parks and recreation areas.
- (2)
- a. Connection to the municipal water system at such time as the municipal service becomes adjacent to the boundary of the development.
  - b. Connection to the municipal sewage system at such time as the municipal service becomes adjacent to the boundary of the development and, in the interim, the development must comply with the Alberta Private Sewage Systems Standard of Practice 1999.
- (3) The Development Officer may decide on such other requirements as are necessary having regard to the nature of the proposed development and the intent of this district.

First reading given on the \_\_\_\_\_ day of \_\_\_\_\_, 2004.

\_\_\_\_\_  
Bill Neufeld, Reeve

\_\_\_\_\_  
Barbara Spurgeon, Executive Assistant

Second reading given on the \_\_\_\_\_ day of \_\_\_\_\_, 2004.

\_\_\_\_\_  
Bill Neufeld, Reeve

\_\_\_\_\_  
Barbara Spurgeon, Executive Assistant

Third reading given on the \_\_\_\_\_ day of \_\_\_\_\_, 2004.

\_\_\_\_\_  
Bill Neufeld, Reeve

\_\_\_\_\_  
Barbara Spurgeon, Executive Assistant

# M.D. of Mackenzie No. 23

## Request For Decision

Meeting:	<b>Regular Council</b>
Meeting Date:	May 4, 2004
Originated By:	Paul Driedger, Director Planning, Emergency and Enforcement Services
Title:	<b>PUBLIC HEARING</b> <b>Bylaw 433/04 – Land Use Bylaw Amendment</b> <b>NW 5-106-15-W5M</b> <b>From Rural Country Residential District “RC1” &amp; “RC2”</b> <b>to Rural Country Residential District 3 “RC 3”</b>
Agenda Item No:	6. d)

### BACKGROUND / PROPOSAL:

Bylaw 433/04 passed first reading at the April 20<sup>th</sup> Council meeting being application to rezone Pt. of NW 5-106-15-W5M from Rural Country Residential District “RC1” & “RC2” to Rural Country Residential District 3 “RC3”.

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The applicant requests that the whole quarter section be zoned as Rural Country Residential District 3 “RC3” to accommodate residential with owner/operator businesses.

The applicant has indicated that due to the increased cost of construction material the majority of potential purchasers are contemplating moving on mobile homes rather than building houses.




The general purpose of Rural Country Residential District 3 “RC 3” is to provide for the development of multi-lot country residences allowing houses, mobile homes, shops and owner/operator businesses.

#### **A. PERMITTED USES**

- (1) Single detached dwelling.

#### **B. DISCRETIONARY USES**

- (1) Modular home
- (2) Mobile home.
- (3) Ancillary building or use.

Review: 	Dept.  PLANNING	C.A.O. 
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- (4) Bed and breakfast.
- (5) Home based business.
- (6) Public use.
- (7) Garden suite.
- (8) Owner/Operator business.
- (9) Shop.

COSTS / SOURCE OF FUNDING:

N/A

RECOMMENDED ACTION (by originator):

That second and third reading be given to Bylaw 433/04 being a Land Use Bylaw amendment to rezone Pt. NW 5-106-15-W5M from Rural Country Residential District 1 "RC1" and Rural Country Residential District 2 "RC2" to Rural Country Residential District 3 "RC 3".

Review: 	Dept. 	C.A.O.
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**MD of Mackenzie**

**PUBLIC HEARING FOR LAND USE BYLAW AMENDMENT**

**BYLAW \_\_\_\_\_**

**Order of Presentation**

\_\_\_\_\_ This Public Hearing will now come to order at \_\_\_\_\_.

\_\_\_\_\_ Was the Public Hearing properly advertised?

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

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

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

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

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

\_\_\_\_\_ This Hearing is now closed at \_\_\_\_\_.

**REMARKS/COMMENTS:**

**BYLAW NO. 433/04**

**BEING A BYLAW OF THE  
MUNICIPAL DISTRICT OF MACKENZIE NO. 23  
IN THE PROVINCE OF ALBERTA**

**TO AMEND THE  
MUNICIPAL DISTRICT OF MACKENZIE NO. 23 LAND USE BYLAW**

**WHEREAS**, the Municipal District of Mackenzie No. 23 has adopted the Municipal District of Mackenzie Land Use Bylaw, and

**WHEREAS**, the Municipal District of Mackenzie No. 23 has a General Municipal Plan adopted in 1995, and

**WHEREAS**, the Council of the Municipal District of Mackenzie No. 23, in the Province of Alberta, has deemed it desirable to amend the Municipal District of Mackenzie No. 23 Land Use Bylaw to permit country residential development with owner/operator businesses on the subject property within the Municipal District of Mackenzie No. 23.

**NOW THEREFORE**, THE COUNCIL OF THE MUNICIPAL DISTRICT OF MACKENZIE NO. 23, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, HEREBY ENACTS AS FOLLOWS:

- 1. That the land use designation of the subject parcel known as Pt. of NW-5-106-15-W5M in the Municipal District of Mackenzie No. 23 be amended from Rural Country Residential District 1 "RC1" and Rural Country Residential District 2 "RC2" to Rural Country Residential District 3 "RC3", as shown in Schedule "A" hereto attached.**
- 2. That this bylaw shall come into effect upon the passing of the third and final reading of this resolution.**

First Reading given on the \_\_\_\_\_ day of \_\_\_\_\_, 2004.

\_\_\_\_\_  
Bill Neufeld, Reeve

\_\_\_\_\_  
Barbara Spurgeon, Executive Assistant

Second Reading given on the \_\_\_\_\_ day of \_\_\_\_\_, 2004.

\_\_\_\_\_  
Bill Neufeld, Reeve

\_\_\_\_\_  
Barbara Spurgeon, Executive Assistant

Third Reading and Assent given on the \_\_\_\_\_ day of \_\_\_\_\_, 2004.

\_\_\_\_\_  
Bill Neufeld, Reeve

\_\_\_\_\_  
Barbara Spurgeon, Executive Assistant

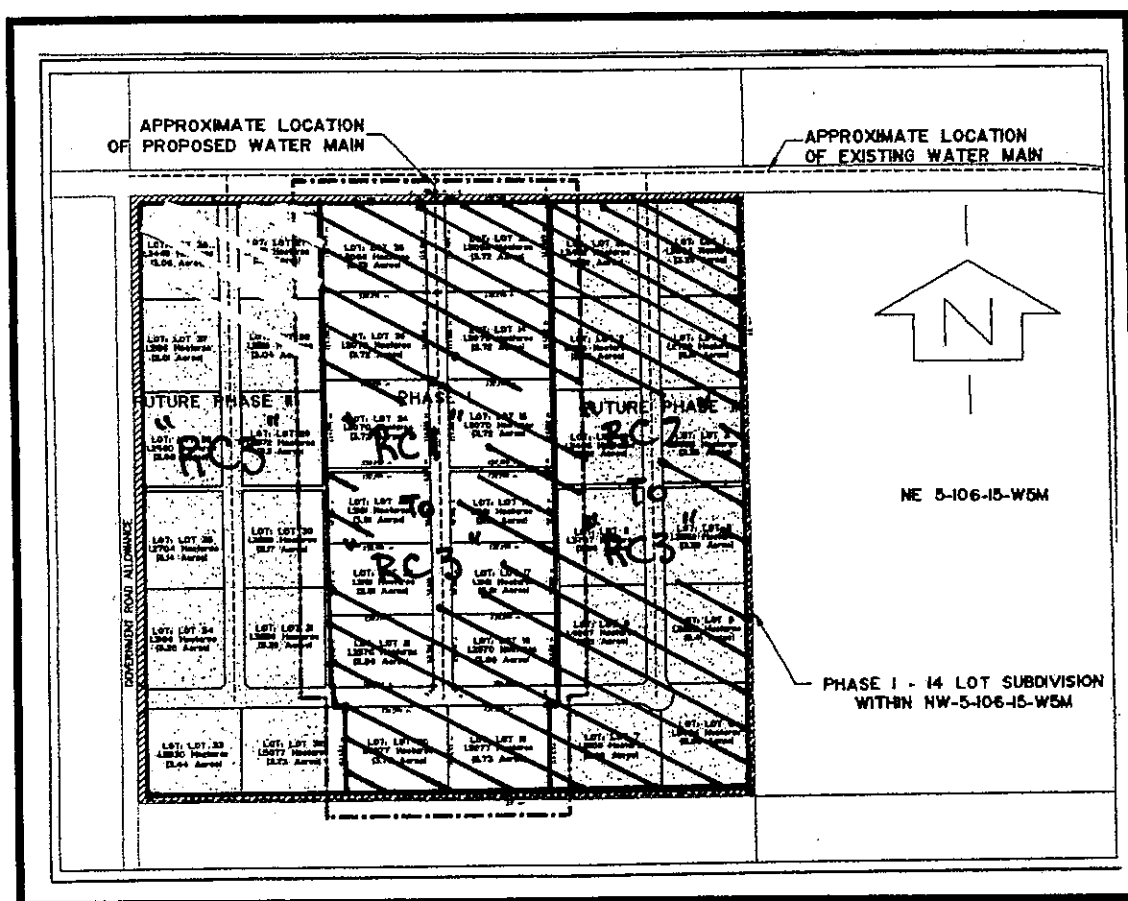


BYLAW No. 433/04

SCHEDULE "A"

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

Pt. of NW 5-106-15-W5M be amended from Rural Country Residential District 1 "RC1" and Rural Country Residential District 2 "RC2" to Rural Country Residential District 3 "RC3" .



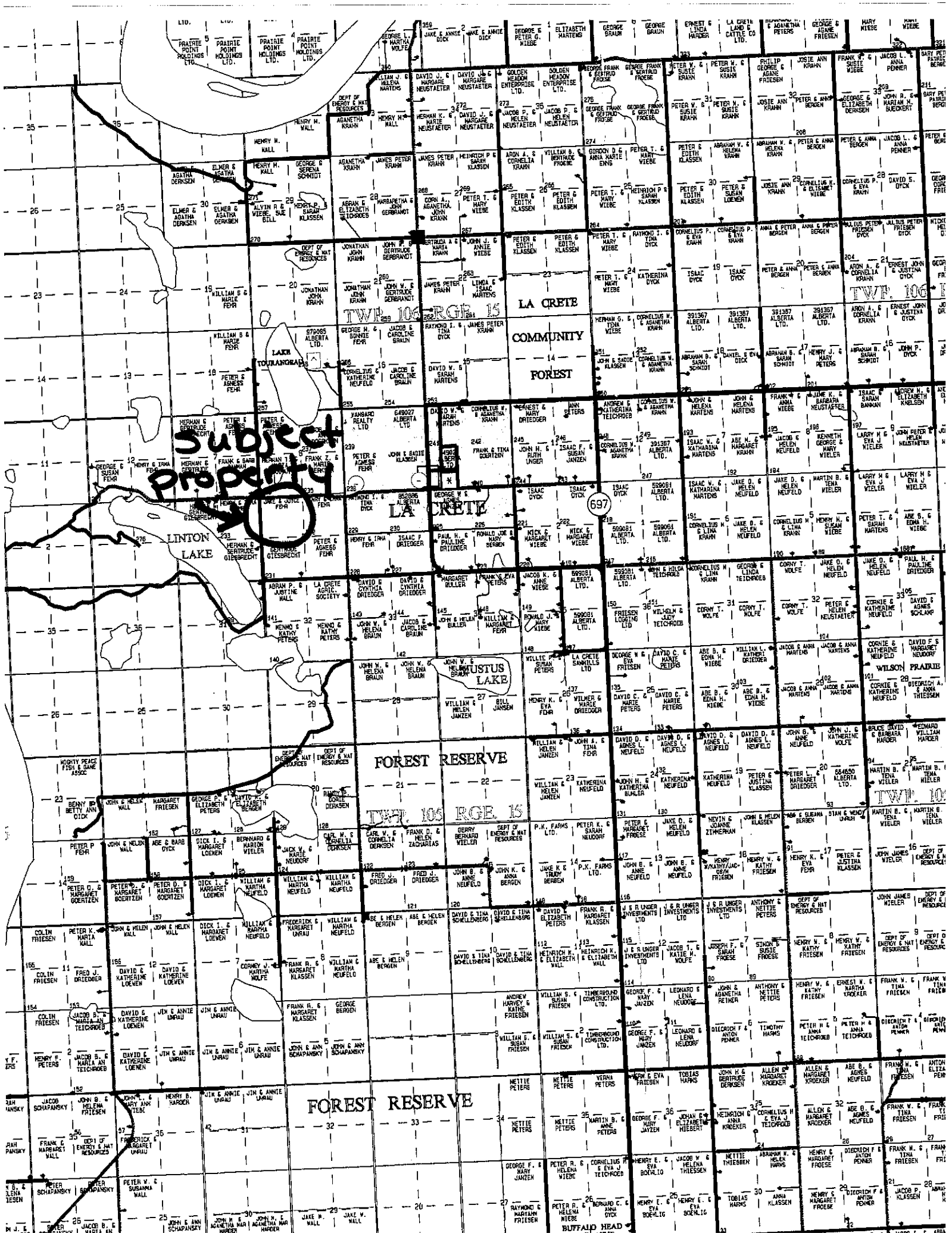
From: Rural Country Residential District 1 "RC1" and Rural Country Residential District 2 "RC2"

To: Rural Country Residential District 3 "RC3"

Bill Neufeld, Reeve

Barb Spurgeon, Executive Assistant

EFFECTIVE THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2004.



**Subject Property**

TWP. 106 RGE. 15

LA CRETE  
COMMUNITY  
FOREST

LA CRETE

637

JUSTUS LAKE

FOREST RESERVE

TWP. 109 RGE. 15

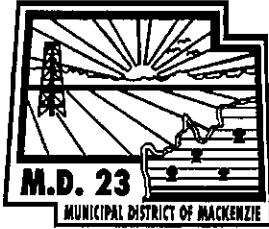
FOREST RESERVE

FOREST RESERVE

BUFFALO HEAD

TWP. 109

Project  
Subject



## M.D. of Mackenzie No. 23

### Request For Decision

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	May 4, 2004
Originated By:	Barb Spurgeon, Executive Assistant
Title:	Action List
Agenda Item No:	8. 2)

#### BACKGROUND / PROPOSAL:

#### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

For discussion.

#### COSTS / SOURCE OF FUNDING:

#### RECOMMENDED ACTION (by originator):

That the Action List be received for information.

Review:

Dept.

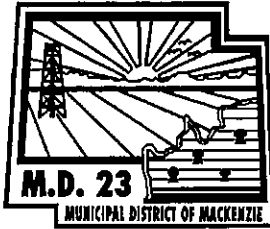
C.A.O.

## M.D. of Mackenzie Action List

### Council Meeting Motions Requiring Action

Motion Date Name	Action Required	Status
02-722 Oct 8 Mike	That the Highway 58 East agreement be forwarded to Little Red River Cree Nation with the schedules to be negotiated between MD and Little Red River Cree Nation administration.	Waiting for comments from LRRCN. LRRCN recently hired a new Director for the Public Works & Capital Department and he has requested some additional information.
02-940 Dec 17 Bill	That administration be authorized to pursue a 20 year lease for the Buffalo Head Tower, Machesis Lake and Tompkins Landing campground/recreational areas.	We have a lease for Buffalo Head Tower and a 5-year lease for a portion of Machesis Lake. Site review and legal plan of the Tompkins Landing site completed. We are pursuing lease.
03-128 Feb 25 Paul	That Municipal District of Mackenzie enter into an agreement with the Dene Tha First Nation to maintain the existing road adjacent to the west boundary of sections 30 and 31-109-18-W5M for the unrestricted use of it.	Provided RFD at February 10 Council Meeting. Discussed with legal council, waiting for written response. I have spoken with Cary Chonkolay Council member and he will be taking it to their council.
July 8 Mike	Bring to Council a report on the maintenance program and water treatment processes for rural water points.	Maintenance program for five water points is currently being investigated. A report should be ready in June.
Oct. 28 Barb	That meetings be set up with Council and each Band.	Band Councils have been contacted. No response yet. Letters have been sent out requesting meetings.
03-556 Nov 25 Paul	That the committee who met with K-Division also meet with Staff Sergeants and draft a formal response to the meeting.	Committee will meet to develop formal response. A committee meeting has been scheduled for April 7. Apr 30
03-557 Nov 25 Barb	That Northern Light Health region be asked to provide primary care services for Zama or reimburse MD.	Letter sent. No response yet. Second letter sent February 10. No response to date. See comments on 04-078.
03-636 Dec 9 Paul	That Administration enter into discussions with LCMNA to resolve issue around the 105 Street between the Heimstaed Lodge and the Altenheim	Met with LCMNA on January 12 to discuss options. LCMNA will review options and bring back a proposal. No response from to date.
03-644 Dec 9 Harvey	That the Ag. Land Task Force arrange a meeting with Minister Cardinal.	In progress.
04-013 Jan 13 Mike	Administration provide a feasibility report on the cost of installing a card-lock system at all water points.	Will be reported to Council June 2004. Awaiting information from a service contractors to provide costs

04-078 Feb 10 Barb	That a meeting be arranged with Northern Lights Health Region as soon as possible.	Letter sent Feb. 10/04. The Health region contacted Harvey and a meeting will be set up soon.
04-208 Apr 6 Barb	That a letter be sent to the province on behalf of the Old Bay House Society.	AB. Community Dev. Has forwarded the forms needed to support our designation and they are being filled out by the Old Bay House Society.
04-219 Apr 6 Harvey	That a letter be written to Minister Mar in support of Barbara Spurgeon's application to sit on the Northern Light Health Region.	Complete
04-224 Apr 6 Mike	That a letter be written to Indian and Northern Affairs Canada requesting they expedite the land purchase for Rocky Land Road Eastern Curve. (6-32-30-24)	In process. To be complete by May 5
04-257 Apr. 6 Mike	That a letter be written to Minister Stelmach requesting the provision of funding for the La Crete and Zama water treatment plant upgrade.	Complete.
04-269 Apr. 20 Harvey	That Council proceed with a challenge to Bill 17 on Confined Feeding Operations	
04-291 Apr 20 Bill	That approval of Policy ADM034 be tabled for four weeks to give Zama Recreation Society an opportunity to respond	Will be brought back June 9, 2004
04-296 Apr 20 Barb	That the MD volunteer to facilitate meetings between the physicians, developers and other key stakeholders to identify options for a regional medical clinic.	Calls has been made to Dr. Game, but no response yet



## M.D. of Mackenzie No. 23

### Request For Decision

Meeting: **Regular Council Meeting**  
Meeting Date: May 04, 2004  
Originated By: Grant Smith, Agricultural Fieldman

Blue Hills Drainage

Agenda Item No: 9.2)

#### BACKGROUND / PROPOSAL:

The Blue Hills Drainage project was started in 2003. Taking in consideration the size of the project and the late start date, the project was never completed and vegetative growth wasn't established. As a result spring runoff has damaged some of the channel sideslopes and drop structures. Although damage is considered minimal it is still costly to repair.

#### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The Agricultural Service Board would like to see this project completed this year with sufficient vegetative growth established. What remains to be done is to install ditch inlets, repair channel sideslopes, repair damaged drop structures and seed the project with a recommended grass mixture.

#### COSTS / SOURCE OF FUNDING:

Drainage Reserve  
Approx. \$144,297.00 remaining

#### RECOMMENDED ACTION (by originator):

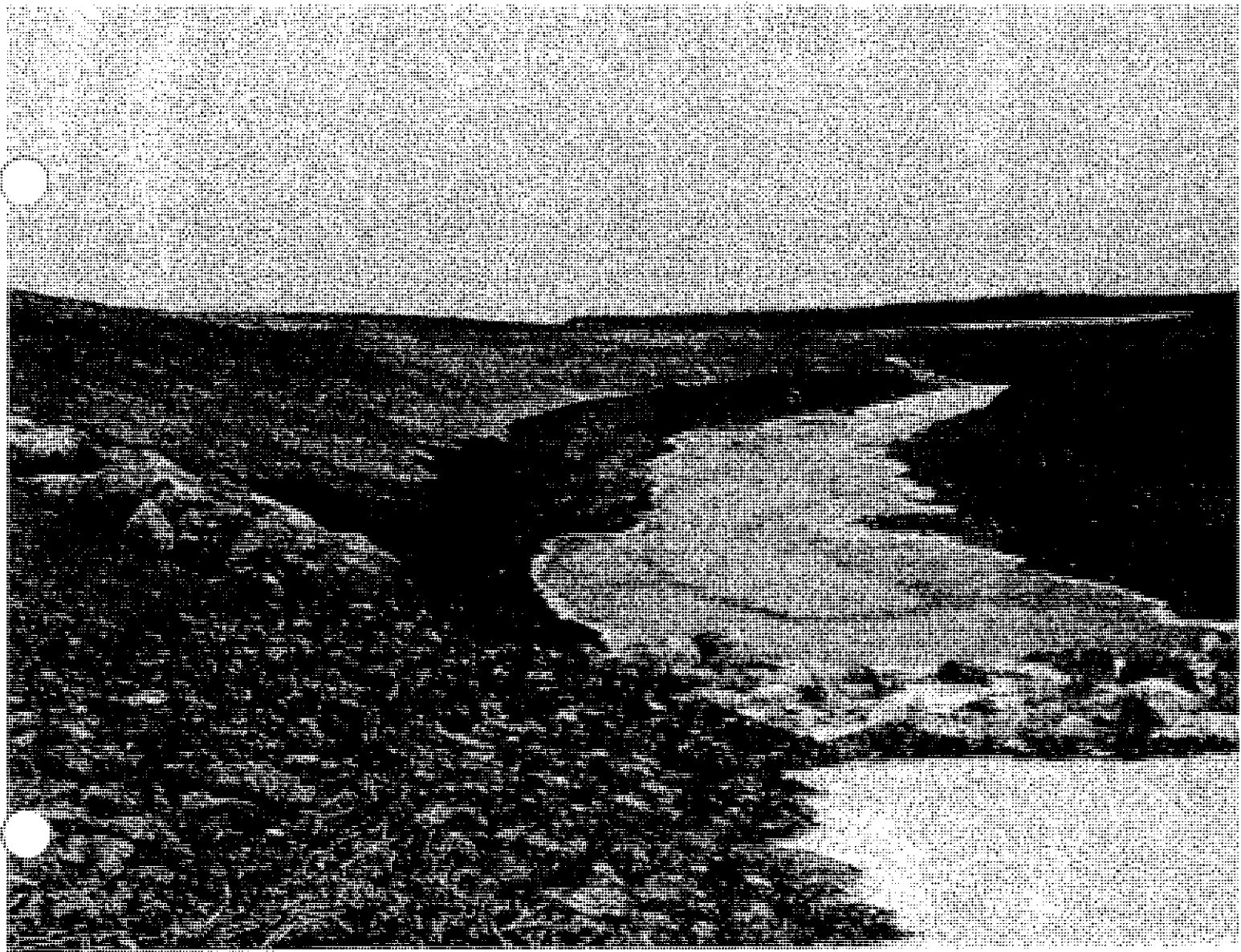
That the 2004 Capital Budget be amended to include:

<i>Project</i>	<i>Funding</i>	<i>Cost</i>
Blue Hills Drainage	Drainage Reserve	\$47,500.00

Review:

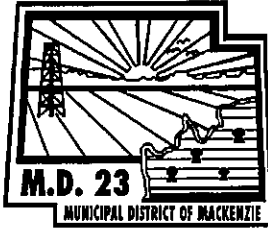
Dept.

C.A.O.









## M.D. of Mackenzie No. 23

### Request For Decision

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	May 04, 2004
Originated By:	Grant Smith, Agricultural Fieldman
Title:	Alberta Mosquito Control Program
Agenda Item No:	9.b)

#### BACKGROUND / PROPOSAL:

Alberta Health and Wellness has grant funding available up to \$1per capita to reduce the numbers of mosquitoes known to carry West Nile virus (Culex tarsalis). M.D. of Mackenzie qualifies for funding up to \$9,687.

#### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

M.D. of Mackenzie has been identified as a low risk area.

To lower the risk of West Nile virus, larvacide must be applied to all open bodies of water (sloughs,lakes) at a cost of \$20-\$160/hectare.

Public works activities (drainage, removal of scrap tires, etc) do not qualify under the grant.

Administration recommends not participating in the program at this time.

#### COSTS / SOURCE OF FUNDING:

Provincial Grant.

#### RECOMMENDED ACTION (by originator):

That the report on the Alberta Mosquito Control Program be received as information.

Review:

Dept.

C.A.O.

10025 Jasper Avenue  
Box 1360  
Edmonton, Alberta  
Canada T5J 2N3

Dear Chairperson,

The Alberta Government has been developing a West Nile virus Response Plan for 2004. As part of our plan, we will introduce funding to reduce the numbers of mosquitoes known to carry the virus (*Culex tarsalis*). The funds will be provided to communities to support their physical (site clean-up) and chemical control programs targeting *Culex tarsalis* in its early stages of development.

We are basing the funding on a community risk assessment, which was developed using evidence of West Nile virus in humans, birds and mosquitoes in 2003. Your area(s) has been categorized as minimal risk for exposure to the virus in 2004 since the mosquitoes that carry the virus are not common in your area. However, if you wish to implement some form of targeted mosquito control, funding of up to \$1 per capita is being made available to you.

The attached map and spreadsheet outline the risk categories and funding available to you. If you choose to implement targeted mosquito control, it may be beneficial to coordinate this work with neighbouring communities in order to share expertise, equipment and resources.

We require that the attached Notice of Intent, indicating whether you will participate in this targeted mosquito control program or not, be returned by fax to 427-7683 by March 9, 2004. If you choose to participate, we will proceed with a grant application process. If you have further questions about mosquito control, please contact, [jock.mcintosh@gov.ab.ca](mailto:jock.mcintosh@gov.ab.ca). More information about West Nile virus in Alberta and the funding for this program can be found on the Health and Wellness Web site at [www.health.gov.ab.ca](http://www.health.gov.ab.ca).

Yours truly,

Dr. Karen Grimsrud  
Chair, West Nile Virus Interdepartmental Working Committee, and  
Deputy Provincial Health Officer

(attachment)

B		E	F	J	R	S	T
MUNICIPALITY By Risk Zone: White - Minimal Potential Risk.		Per Capita Rates	2003 POPULATION	Funding Model (Sliding Scale: \$4 \$1 per Capita) / \$1,500 Minimum			
146	I.D. NO. 4 WATERTON	\$ 1	155	1,500			
147							
148	I.D. NO. 9 BANFF	\$ 1	1,497	1,500			
149	BANFF	\$ 1	8,262	8,262			
150	<b>Total</b>		<b>9,779</b>				
151							
152	KANANASKIS IMPROVEMENT DISTRICT	\$ 1	462	1,500			
153							
154	JASPER, MUNICIPALITY OF	\$ 1	4,180	4,180			
155							
156	MACKENZIE NO. 23, M.D. OF	\$ 1	9,687	9,687			
157	HIGH LEVEL	\$ 1	4,159	4,159			
158	RAINBOW LAKE	\$ 1	1,166	1,500			
159	<b>Total</b>		<b>15,032</b>				
160							
161	REG MUN OF WOOD BUFFALO	\$ 1	57,099	57,099			
162							
163							
164							
165							



**WEST NILE VIRUS RISK ZONES**

- HIGH POTENTIAL
- MEDIUM POTENTIAL
- LOWER POTENTIAL
- HIGH POPULATION CENTRES
- MINIMAL POTENTIAL

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# Municipal District of Mackenzie No. 23

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## Interoffice Memo

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**To:** Harvey Prockiw, CAO  
**From:** Grant Smith, Agricultural Fieldman  
**Date:** April 28, 2004  
**Subject:** Summary of Activities

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### General Activities

- We held an ASB meeting in La Crete on April 22<sup>nd</sup>. The main topics of discussion were Drainage, a Mowing vs. Spraying comparison, and a review of ASB policies. After the meeting ASB members and myself took a tour to view current and possible drainage projects.
- I attended an Ag Fieldman's meeting in Grande Prairie on April 2<sup>nd</sup>.
- I attended a seminar in Peace River on April 26<sup>th</sup> on the Mosquito Control Program
- I attended a meeting in High Level on April 21<sup>st</sup> with SRD (public lands) and Forestry concerning weed control in the green zone.

### Projects

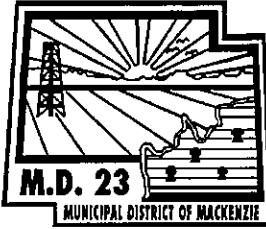
**Rosenberger Drainage:** ATCO will be using their third option for the new placement of the powerline, which is rerouting it east and north to Township road 108-2 (rodeo road). This is to take place in mid June as is all other construction to complete the project.

**High Level East:** Some cleanup is required for Phase1. There is a possibility of the need for erosion protection at the ATCO powerline. Tender documents are being prepared for Phase2.

Respectfully Submitted,



Grant Smith, Agricultural Fieldman



## M.D. of Mackenzie No. 23

### Request For Decision

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	May 4, 2004
Originated By:	Mike Savard, Director of Operational Services
Title:	<b>Policy PW010 – Road Protection Agreement Policy</b>
Agenda Item No:	10. 2)

#### BACKGROUND / PROPOSAL:

Council has asked that Policy PW010 – Road Protection Agreements Policy be placed on the agenda.

#### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

#### COSTS / SOURCE OF FUNDING:

#### RECOMMENDED ACTION (by originator):

Author:	Review:	Operational Services	C.A.O.
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*(Handwritten signature over Review)* *(Handwritten signature over C.A.O.)*

## Municipal District of Mackenzie No. 23

Title	Road Protection Agreement Policy	Policy No:	PW 010
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Legislation Reference	Municipal Government Act Section 5
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### Purpose

To establish a Policy where firms and vehicle owners who wish to use roads within the Municipal District of Mackenzie No. 23 to haul overweight or over dimensional loads may do so with a minimum amount of regulation while ensuring that a minimum amount of damage is caused to municipal roads.

### Policy Statement and Guidelines

The Municipal District of Mackenzie No. 23 recognizes that from time to time, the use of the local road infrastructure may be outside what can be considered as normal wear and tear. As a result, and to enable the continued movement of products in and out of the Municipal District of Mackenzie No. 23, while maintaining the integrity of the infrastructure, Council has established Road Protection Agreements.

### Definitions:

- a) Extensive Hauling means the movement of products or equipment over MD Roads for extended periods of time.
- b) Intensive Hauling means the movement of products or equipment of a significant nature for a brief period of time, such as can be reasonably assumed to potentially cause excessive wear and tear on MD roads.
- c) Market Roads are main connector gravel roads, as designated by Council, providing access to provincial highways or to communities from local roads.
- d) Local Roads are roads designed and constructed to a lower standard than Market Roads and are not designated or generally intended for use by heavy traffic and include farmland access roads.
- e) Hauler, for the purposes of this agreement, means the primary company for which the product or equipment is being moved and does not refer to sub-contractors or the trucking company unless they are the same as the primary company.

### Policy

1. The requirement for Road Protection Agreements, including the terms and conditions contained therein shall be at the discretion of the Director of Operational Services.
2. As a condition of a Road Protection Agreement, security in the form of an irrevocable letter of credit, a certified check, or cash, may be required. Normally the requirement for this security will be waived. Should the Hauler damage the road and not immediately arrange for and start repairs the Hauler may be required to provide a security deposit on future hauls. The need for a security deposit shall be at the discretion of the Director of Operational Services.



3. The terms and conditions of the Road Protection Agreements shall take into consideration factors such as weather, road conditions, types or product, equipment being hauled, etc.
4. Road Protection Agreements may be required for both extensive and intensive uses.
5. All haul routes to be utilized must be approved by the Municipal District of Mackenzie No. 23 prior to being used by industrial or commercial road users.
6. Road Protection Agreements, when required, must be with the primary company, not the trucking company if the trucking company is different from the primary company.
7. Staff from the Municipal District of Mackenzie No. 23 will inspect the roads to ensure that road conditions continue at an acceptable standard.
8. Haulers should try to provide a minimum of 48 hours notice to the Municipal District of Mackenzie No. 23 prior to starting a haul to enable MD staff to inspect the proposed route. Should this notice not be provided the Hauler may be held responsible for the condition of the road during his haul.
9. Any Hauler in violation of the terms of the Road Protection Agreement may have their permission to utilize the road suspended until such time as they comply with the conditions of the Agreement to the satisfaction of the Municipal District of Mackenzie No. 23.
10. Haulers who may wish to move one, or two, loads may do so providing they have obtained verbal approval to do so from the Director of Operational Services or his designate.
11. All haulers shall abide by the speed limits set out by the MD when the approval to haul is issued or when conditions so dictate. Failure to abide by the lowered speed limits may result in suspension of the Road Protection Agreement until such time as the matter is resolved.
12. The Municipal District of Mackenzie No. 23 will maintain a toll free number for users to check on general road conditions and specific restrictions on certain areas of the municipality.
13. Conditions of the haul may include, but are not limited to speed, time of haul, axle loading, suspension of haul when road damage is evident, provision of special signing, provision of traffic control persons and accommodation of other road users
14. The Hauler is responsible for obtaining any applicable permits or authorizations from Alberta Infrastructure.
15. The Hauler shall not use tire chains on any paved or oiled roadways at any time.
16. The Hauler shall not perform any work outside of normal hauling activities or while their units are on any road. As well they shall not park, or operate, any vehicles on public roadways such that they create an unsafe situation or cause a nuisance to other road users.
17. The Hauler may be held responsible for any additional maintenance and ice control on MD roadways which may be required over and above that normally provided by the MD.
18. The Hauler agrees to cease hauling during adverse weather conditions, including excessive rain, or at the request of the Municipal District of Mackenzie No. 23.
19. The Hauler agrees to notify the Municipal District of Mackenzie No. 23 at 780-928-

3983 immediately upon completion of the haul.

20. The Hauler shall, upon direction from the Municipal District of Mackenzie No. 23, provide dust control for a length of 200 metres at any residence along the designated haul route being used.
21. The Hauler shall clean all mud and/or debris tracked onto the road surface by blading, sweeping or washing of all paved and oil surfaced roads and grading of gravel surfaced roads immediately after the mud or debris is deposited on the road.
22. The Hauler agrees to indemnify and save harmless the Municipal District of Mackenzie No. 23 against any claims and/or proceedings from third parties as a result of approval being granted for the use of municipal roadways in the Municipal District of Mackenzie No. 23.

	<b>Date</b>	<b>Resolution Number</b>
<b>Approved</b>	<b>March 6/01</b>	<b>01-137</b>
<b>Amended</b>		
<b>Amended</b>		



## M.D. of Mackenzie No. 23

### Request For Decision

Meeting: **Regular Council Meeting**  
Meeting Date: May 4, 2004  
Originated By: Mike Savard, Director of Operational Services  
Title: **Policy PW034 – Nonconforming Roads**  
Agenda Item No: 10. b)

#### BACKGROUND / PROPOSAL:

There are a few roads within the M.D. that do not meet the road specifications outlined in M.D. policy. These roads have been constructed by private individuals along road allowances.

The nonconforming roads we currently have are as follows:

		Length
1.	TWP 104-4	0.33 mile
2.	RR 16-1	0.50 mile
3.	5.5 mile Road	0.25 mile

The above list includes all roads administration is currently aware of. There may be additional roads that will need to be added.

#### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Administration is proposing that the existing nonconforming roads be maintained by the M.D. Upgrades to these roads should be budgeted for during the annual budget deliberations.

The proposed policy also addresses roads not built to municipal standards in the future. The M.D. will not begin maintenance until they have been upgraded. The landowner will also be requested to enter into a License Agreement for that road allowance.

#### COSTS / SOURCE OF FUNDING:

To be determined during the annual budget.

#### RECOMMENDED ACTION (by originator):

That Policy PW034 – Nonconforming Roads in Road Allowances be adopted as presented.

Author: B. Wiebe    Review:    Operational Services    C.A.O. 

## Municipal District of Mackenzie No. 23

<b>Title</b>	<b>Nonconforming Roads in Road Allowances</b>	<b>Policy No.</b>	<b>PW034</b>
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<b>Legislation Reference</b>	<b>Municipal Government Act, Section 18</b>
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**Purpose:**

To determine who is responsible for maintaining nonconforming roads and reconstructing them to an appropriate standard.

### **Policy Statement and Guidelines**

The Municipal District of Mackenzie understands that certain roads have been constructed along municipal road allowances that do not meet municipal standards.

#### **General**

The MD will maintain all existing nonconforming roads. Existing nonconforming roads will be upgraded as determined by Council during annual budget deliberations.

For nonconforming roads built in the future, the following shall apply:

1. **Maintenance of Nonconforming Roads**

The Municipal District of Mackenzie shall enter into a Road License Agreement with the landowner using the nonconforming road along municipal road allowance. The landowner is responsible for all maintenance costs of the nonconforming road.

2. **Reconstruction of Nonconforming Roads**

The landowner using the nonconforming road shall be solely responsible for upgrading the nonconforming road to municipal standards. Upon inspection and approval by the Municipal District of Mackenzie that the road meets municipal road standards, the Municipal District of Mackenzie will assume responsibility for maintenance of the road.

	Date	Resolution Number
<b>Approved</b>		
<b>Amended</b>		
<b>Amended</b>		



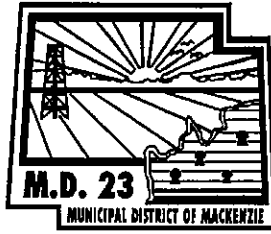
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## M.D. of Mackenzie No. 23 Request for Decision

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	May 4, 2004
Originated By:	Michel Savard Director of Operational Services
Title:	<b>Engineering Guidelines &amp; Minimum Servicing Standards</b>
Agenda Item No:	10 c)

### BACKGROUND / PROPOSAL:

Administration has completed a draft of the Municipal District Engineering Guidelines and Minimum Servicing Standards. There are a number of council approved plans previously adopted by council such as the Road Specification – Rural policy PW023 that have been incorporated within the Servicing Standards.

The document was prepared with the intention of assembling all of the current specifications, standards, procedures and guidelines that the MD presently uses for construction and development purposes. The information contained within the document should provide the engineering firms with clear and consistent guidelines in achieving their specific project designs.

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The document is intended to be used primarily by developers, engineers and contractors. The engineering standards document will be referred to within each development agreement. The document was prepared by Administration with the assistance provided from EXH Engineering Services and GPEC Consulting Ltd. The two firms have proven experience within the municipal development field and provided excellent support towards the completion of the "Draft" document.

All future revisions to the Servicing Standards will be presented to Council on an annual basis for Council's review and formal approval. It is Administration's intention in providing all registered holders of the Servicing Standards with annual revisions following Council's acceptance of the revisions.

A number of Servicing Standards copies will be available for members of Council interested in reviewing the document.

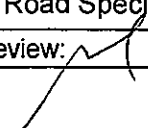
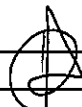
### RECOMMENDED ACTION:

#### Motion 1

That the Engineering Guidelines and Minimum Servicing Standards be adopted as presented.

#### Motion 2

That Policy PW023 – Rural Road Specifications be rescinded.

Author: M. Savard	Review: 	Operational Services	C.A.O. 
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## Municipal District of Mackenzie No. 23

Title	Rural Road Specification	Policy No.	PW023
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Legislation Reference	Municipal Government Act, Section 18
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**Purpose:**

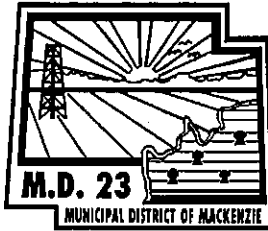
To establish rural roads specifications.

### Policy Statement and Guidelines

The Municipal District of Mackenzie hereby establishes rural road specifications according to the attached schedule.

1. All major modifications (construction changes that increase the cost of the project by more than 10%) to road specifications shall be approved by council.
2. All minor modifications to road specifications shall be approved by the Director of Operational Services.

	Date	Resolution Number
Approved	December 19, 2001	01-708
Amended		
Amended		



## M.D. of Mackenzie No. 23 Request for Decision

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	May 4, 2004
Originated By:	Michel Savard, Director of Operational Services
Title:	<b>Hamlet of La Crete Water Supply System Upgrading Contract – 1 Raw Water Supply Line Tender Recommendation</b>
Agenda Item No:	10. d)

### BACKGROUND / PROPOSAL:

Tenders for Contract – 1 Raw Water Supply Line for the La Crete Water Treatment Plant closed on April 14, 2004. 5 tenders were received with one tender withdrawing due to a calculation error. All tenders received were reviewed and verified by DCL Siemens Engineering Ltd. The lowest tendered bid received was by In-line Contracting of Edmonton.

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Following is a summary of tenders received:

In-Line Contracting	\$1,440,584.60
Dechant Construction	\$1,835,488.95
Forest Trotter Contracting	\$1,948,096.00
Armstrong Construction	\$2,481,777.50

Once authorization to proceed is granted, the project will tentatively commence beginning of June, 2004 with a completion date of the end of September, 2004.

### FINANCIAL IMPLICATIONS:

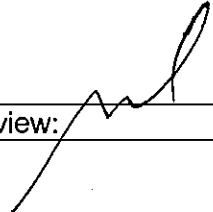

#### Estimated Contract 1 Costs

Construction Costs	\$1,390,584.60
Contingency	\$50,000.00
Engineering	\$144,000.00
Supply of pipe (previously approved)	\$765,426.53
<b>Total (GST excluded)</b>	<b>\$2,350,011.13</b>

The estimated cost for construction was \$1,858,925. Therefore, estimated costs for the installation of the water line is \$468,341 less than budgeted.

RECOMMENDED ACTION (by originator):

That Contract 1 - Raw Water Supply Line for the Water Treatment Plant upgrade in La Crete be awarded to In-Line Contracting Ltd. for \$1,440,584.60 plus GST.

Author: J. Gabriel	Review: 	Dept. Operations	C.A.O. 
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# DCL SIEMENS

DCL Siemens Engineering Ltd.  
10305 - 174 Street  
Edmonton, Alberta T5S 1H1  
Office: (780) 486-2000  
Fax: (780) 486-9090

April 19, 2004

Our File: 23-03-45-1

M.D. of Mackenzie No. 23  
Box 1690  
LA CRETE, Alberta  
T0H 2H0

Attention: **Mr. Mike Savard, R.P.T.**  
**Director of Operational Services**

Dear Mike:

RE: **HAMLET OF LA CRETE  
WATER SUPPLY SYSTEM UPGRADING  
CONTRACT 1 - RAW WATER SUPPLY LINE  
TENDER RECOMMENDATION**

Tenders for the above referenced project were received at 3:00 p.m. April 15, 2004. Results are provided on the attached tender summary sheet.

The low tender AGTL had a mistake in the unit price for item 2.7.1. AGTL requested their tender be withdrawn. The second lowest tender was from In-Line Contracting Ltd, at \$1,440,584.60(corrected) inclusive of \$50,000 contingency and net of GST. A copy of their tender is attached.

The estimated costs for Contract 1 are as follows;

1. Tender of In-Line Contracting (net of G.S.T.)	\$ 1,440,584.60
2. Pipe Sandale Utility Products	765,428.53
3. Engineering (10%)	144,000.00
4. G.S.T. (7%)	<u>164,500.78</u>

**TOTAL \$ 2,514,511.91**

We believe the tender process provided a very competitive tendering process. We recommend this contract be awarded to In-Line Contracting Ltd. of 22663-110 Avenue N.W., Edmonton, AB, T5S 1Y2, in the amount of \$1,541,425.52 inclusive of GST.

Please advise of Council's decision.

Yours very truly,

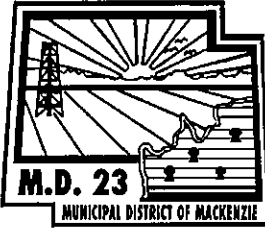
DCL SIEMENS ENGINEERING LTD.



Ted Duffy

Cc Dan McGuigan, P. Eng.

*Civil and Municipal Engineers • Development Consultants • Planners*



## M.D. of Mackenzie No. 23

### Request For Decision

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	May 4, 2004
Originated By:	Mike Savard, Director of Operational Services
Title:	<b>Hamlet of La Crete Water Supply System Upgrading Contract – 2 Pumping and Water Treatment Facilities Tender Recommendation</b>
Agenda Item No:	10. e)

#### BACKGROUND / PROPOSAL:

Tenders for Contract 2 - Pumping and Water Treatment Facilities for the La Crete Water Treatment Plant closed on April 27, 2004. 3 tenders were received. Tender results are currently being verified by DCL Siemens. A recommendation will be presented by DCL at the Council meeting.

#### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

#### COSTS / SOURCE OF FUNDING:

DCL will provide the tender results as well as the approved budget.

#### RECOMMENDED ACTION (by originator):

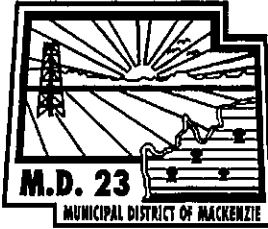
That Contract 2 – Pumping and Water Treatment Facilities for the Water Treatment Plant upgrade in La Crete be awarded to \_\_\_\_\_ for \$ \_\_\_\_\_ plus GST.

Author: B. Wiebe

Review: 

Operational Services

C.A.O. 



## M.D. of Mackenzie No. 23

### Request For Decision

Meeting:	<b>Regular Council</b>
Meeting Date:	May 4, 2004
Originated By:	Michel Savard, Director of Operational Services
Title:	Assumption Hill Bypass
Agenda Item No:	10. f)

#### BACKGROUND / PROPOSAL:

The Municipal District has identified the Assumption Hill as a public safety concern and has investigated the alternatives to bypass the hill. In November of 2003 EXH Engineering submitted an application for funding to the Resource Road Program (RRP) on the municipality's behalf. The Municipal District has been approved for RRP funding of \$1,500,000 for the project.

#### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The two main groups that will benefit from the improvements are the Dene Tha First Nation and the industrial users of the road.

Administration advocates that Council approach the Dene Tha First Nation with a request for funding.

Policy PW027 states that for projects with an estimated value more than \$500,000 Council has the final decision of the firm selected to provide engineering services. EXH Engineering Services Ltd. has provided administration with a cost estimate to provide engineering services of \$337,000 for preliminary engineering, design, and construction supervision.

#### FIANANCIAL IMPLICATIONS:

Engineering for the project is estimated to cost \$337,000. \$152,000 was approved in the 2004 Capital Budget for the preliminary engineering and design. Construction supervision costs will be incurred in 2005 when the actual construction occurs.

Author: S.Rozee

Review:

Dept. Op. Services

C.A.O.



RECOMMENDED ACTION (by originator):

Motion 1

That a letter be sent to the Dene Tha First Nation requesting that they fund the entire Municipal District portion of the costs for the Assumption Hill Bypass Project.

Motion 2

That EXH Engineering Services Ltd. be approved to provide engineering services for the Assumption Hill Bypass Project at a cost not to exceed \$337,000 with \$152,000 funding from the 2004 Capital Budget (6-32-30-20) and \$185,000 from the 2005 Capital Budget.

Author: S.Rozee

Review. 

Dept. Op. Services

C.A.O.



## Municipal District of Mackenzie No. 23

<b>Title</b>	<b>Supply of Engineering Services</b>	<b>Policy No.</b>	<b>PW027</b>
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<b>Legislation Reference</b>	<b>Municipal Government Act, Section 18</b>
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### **Purpose:**

To provide guidelines for the provision of engineering services for various projects within the Municipal District of Mackenzie No. 23

### **Policy Statement and Guidelines**

Council for the Municipal District of Mackenzie recognizes that a process should be in place to provide guidelines when acquiring engineering services within the municipality. Council has determined that the supply of these services will be separated into two distinct areas, hamlet and non-hamlet.

In keeping with past decisions and discussions the guidelines will be established as follows:

- a) In hamlet areas GPEC Consulting Ltd. is the preferred firm until Budget 2004 is approved by Council.
- b) In non-hamlet areas EXH Engineering Services Ltd. until is the preferred firm until Budget 2004 is approved by Council.
- c) Projects with an estimated value of more than \$500,000 will be treated individually. The information will be taken to Council for a decision.
- d) The appointment of the two firms listed in sections a) and b) shall be valid until budget 2004 is presented and approved. As part of that budget process a selection process will be undertaken to select a firm, or firms, for a further three year period for the hamlet and non-hamlet areas.
- e) The appointment of the two engineering firms will be reviewed annually during the budget process.

	<b>Date</b>	<b>Resolution Number</b>
<b>Approved</b>	<b>March 19, 2002</b>	<b>02-219</b>
<b>Amended</b>		
<b>Amended</b>		



## M.D. of Mackenzie No. 23

### Request For Decision

Meeting:	<b>Regular Council</b>
Meeting Date:	May 4, 2004
Originated By:	Michel Savard, Director of Operational Services
Title:	Provision of Engineering Services – Fort Vermilion Watermain Replacements
Agenda Item No:	10. 9)

#### BACKGROUND / PROPOSAL:

The existing cast iron watermain in Mackenzie Housing and the east portion of River Road are scheduled for replacement during the summer of 2004. The approved capital budget for the Fort Vermilion Watermain Replacements Project is \$1,110,000.

GPEC Consulting has provided administration with a proposal to provide engineering services and cost estimate. The estimated cost to provide the engineering services required for the project is \$90,800.

#### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Policy PW027 states that for projects with an estimated value more than \$500,000 Council has the final decision of the firm selected to provide engineering services.

#### COSTS / SOURCE OF FUNDING:

Engineering services for the Fort Vermilion Watermain Replacement Project will cost \$90,800 and is included within the approved 2004 capital budget.

#### RECOMMENDED ACTION (by originator):

That GPEC Consulting be approved to provide engineering services for the Fort Vermilion Watermain Replacement Projects at a cost not to exceed \$90,800 plus GST.

Author: S.Rozee

Review: 

Dept. Op. Services

C.A.O. 

## Municipal District of Mackenzie No. 23

<b>Title</b>	<b>Supply of Engineering Services</b>	<b>Policy No.</b>	<b>PW027</b>
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<b>Legislation Reference</b>	<b>Municipal Government Act, Section 18</b>
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**Purpose:**  
To provide guidelines for the provision of engineering services for various projects within the Municipal District of Mackenzie No. 23

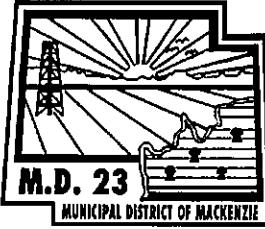
### **Policy Statement and Guidelines**

Council for the Municipal District of Mackenzie recognizes that a process should be in place to provide guidelines when acquiring engineering services within the municipality. Council has determined that the supply of these services will be separated into two distinct areas, hamlet and non-hamlet.

In keeping with past decisions and discussions the guidelines will be established as follows:

- a) In hamlet areas GPEC Consulting Ltd. is the preferred firm until Budget 2004 is approved by Council.
- b) In non-hamlet areas EXH Engineering Services Ltd. until is the preferred firm until Budget 2004 is approved by Council.
- c) Projects with an estimated value of more than \$500,000 will be treated individually. The information will be taken to Council for a decision.
- d) The appointment of the two firms listed in sections a) and b) shall be valid until budget 2004 is presented and approved. As part of that budget process a selection process will be undertaken to select a firm, or firms, for a further three year period for the hamlet and non-hamlet areas.
- e) The appointment of the two engineering firms will be reviewed annually during the budget process.

	<b>Date</b>	<b>Resolution Number</b>
<b>Approved</b>	<b>March 19, 2002</b>	<b>02-219</b>
<b>Amended</b>		
<b>Amended</b>		



## M.D. of Mackenzie No. 23

### Request For Decision

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	May 4, 2004
Originated By:	Mike Savard, Director of Operational Services
Title:	<b>94<sup>th</sup> Avenue Servicing – Engineering Services</b>
Agenda Item No:	10 h)

#### BACKGROUND / PROPOSAL:

At the April 20, 2004 Council meeting, Council approved the 94<sup>th</sup> Avenue servicing project in La Crete. According to policy PW027 – Supply of Engineering Services, engineering for projects greater than \$500,000 must be approved by Council.

#### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

GPEC Consulting has provided all preliminary engineering for this project. They have also provided a proposal for engineering services for the complete project.

#### COSTS / SOURCE OF FUNDING:

GPEC's proposal for engineering is \$79,880 and includes preliminary design and survey, detailed design and tender, construction supervision, quality control and final drawings.

Funding would come from the approved 94<sup>th</sup> Ave Servicing capital project.

#### RECOMMENDED ACTION (by originator):

That GPEC Consulting be approved to provide engineering services for the 94<sup>th</sup> Avenue servicing project for \$79,880 plus GST.

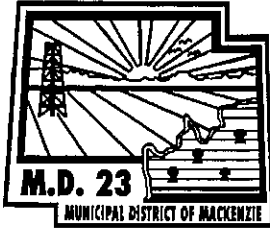
Author: B. Wiebe

Review: 

Operational Services

C.A.O.





## M.D. of Mackenzie No. 23

### Request For Decision

Meeting:	<b>Regular Council</b>
Meeting Date:	May 4, 2004
Originated By:	Michel Savard, Director of Operational Services
Title:	Solid Waste Taskforce
Agenda Item No:	10.1)

#### BACKGROUND / PROPOSAL:

For the past five years the Municipal District of Mackenzie has been actively seeking avenues to reduce spending on the transportation and processing of solid waste. In March 2002 Council directed administration to obtain a study on the feasibility of a Southeast Landfill. Associated Engineering provided the municipality with a Feasibility Study in March 2003; however, Council and Administration felt that it raised questions rather than provided the answers they were seeking.

#### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

In May 2003 Council formed the Solid Waste Taskforce and adopted the Terms of Reference as attached. Due to turn over in administration, the Taskforce's first meeting was delayed until April 23, 2004. At that meeting a discussion ensued and it was decided that the Mackenzie Regional Waste Management Commission (MRWMC) should play a leading role in all areas relating to solid waste management within the region.

The Taskforce members are in consensus that the MRWMC should be urged to investigate the development of a second Southeastern Landfill in the region as well as expanding their scope to include the management of solid waste from the point of entry into the waste stream to final burial.

#### COSTS / SOURCE OF FUNDING:

\$23,703 is approved in the capital budget for the M.D.'s proportionate share of the costs of completing the study.

#### RECOMMENDED ACTION (by originator):

That the Mackenzie Regional Waste Management Commission be requested to undertake a study with two goals;

- 1) Investigate the feasibility of the development of additional Class II and Class III Landfill's in the region.
- 2) Provide recommendation in assuming the responsibility in managing all of the facets of the solid waste management within the region.

Author: S.Rozee

Review: 

Dept. Op. Services

C.A.O. 

**M.D. of Mackenzie**

**Solid Waste Task Force**

**Terms of Reference**

1. Task Force Designation:

M.D. of Mackenzie Task Force on the feasibility of constructing and operating another regional landfill facility within the municipality.

2. Task Force Members

The M.D. of Mackenzie Solid Waste Task Force shall be comprised of:

- Four (4) M.D. of Mackenzie Councilors two (2) of which are from the Mackenzie Regional Waste Management Authority
- Chief Administrative Officer, M.D. of Mackenzie
- Director of Operational Services

3. Task Force Objective, Scope of Activities, and Duties:

The M.D. of Mackenzie Solid Waste Task Force shall determine the feasibility of constructing and operating another solid waste site within the municipality, included but not limited to the following:

- Review the Proposed Southeast Region Landfill Feasibility study that was completed by Associated Engineering.
- Determine if Alberta Environment will support registration of an addition landfill site, and seek grant funding sources.
- Investigate and determine potential sites for a landfill.
- Investigate and determine road infrastructure to landfill site.
- Review recycling legislation and the costs associated with recycling.

- Determine costs and impacts of second landfill on the existing regional landfill.
- Explore the possibility of partnering with other stakeholders.

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

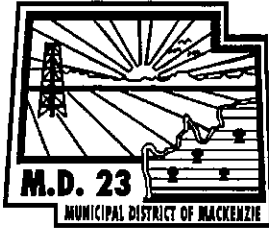
The Task Force will meet once a month during the period of June 1, 2003 to May 31, 2004 and will provide recommendations to the M.D. Council for approval and provide a Final Report for the public.

5. Reporting Structure:

The Task Force shall report directly to the M.D. Council through its Council members.

6. Task Force Administrative and Financial Support:

- The M.D. of Mackenzie shall provide resource and financial support.
- The M.D. office shall provide meeting space.



## M.D. of Mackenzie No. 23

### Request For Decision

Meeting:	<b>Regular Council</b>
Meeting Date:	May 4, 2004
Originated By:	Michel Savard, Director of Operational Services
Title:	Draft Discussion Paper, "Towards the Implementation of a Community Aggregate Payment"
Agenda Item No:	10. j)

#### BACKGROUND / PROPOSAL:

The extraction of sand and gravel is an activity of considerable importance to the growth of Alberta.

The municipalities and their residents often have concerns with the economic, visual, environmental and other aspects of sand and gravel operations, including the limited property taxes paid by the pits, noise, dust, hours of operation, traffic, road wear and tear, groundwater contamination and groundwater supply.

In 2001, the Minister of Municipal Affairs encouraged stakeholders to work together towards a mutually acceptable solution. The Aggregate Resource Development Task Force was formed in 2002, with representatives from the Alberta Roadbuilders and Heavy Construction Association (ARHCA), the Alberta Sand and Gravel Association (ASGA), and the Alberta Association of Municipal Districts and Counties (AAMD&C).

The Task Force's first achievement is a proposal for a "community aggregate payment" (CAP) to be made by sand and gravel pit operators to the local municipality in recognition of the municipal and public concerns over pit operations.

The draft discussion paper, "Towards the Implementation of a Community Aggregate Payment", is the result of the Taskforce's efforts, and includes proposals for addressing the CAP issues, which have been identified in the discussion paper.

#### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The Aggregate Resource Development Task Force formulated a list of nine proposals in the attached draft discussion paper, "Towards the Implementation of a Community Aggregate Payment". Administration has reviewed the proposals and has filled out the appended questionnaire in favor of all nine proposals.

Author: S.Rozee

Review:

Dept. Op. Services

C.A.O.



FIANANCIAL IMPLICATIONS:

The proposed Maximum CAP payment would be made up of two components. The first component is a maximum of 2.5 cents going to a provincially managed Orphaned Pit Fund. The second component would have an upper limit of 25 cents and is the Community Aggregate Payment. The funds generated by this component would go to the municipality.

RECOMMENDED ACTION (by originator):

Motion 1

That the proposals formulated by the Aggregate Resource Development Task Force in the draft discussion paper, "Towards the Implementation of a Community Aggregate Payment" be approved.

Motion 2

That the Community Aggregate Payment (CAP) based on the proposals be implemented when the necessary legislation is in place.

Author: S.Rozee

Review: 

Dept. Op. Services

C.A.O.

**TOWARDS THE IMPLEMENTATION OF A COMMUNITY AGGREGATE PAYMENT**

**Discussion Paper**

**DRAFT**

This discussion paper presents information and proposals developed by the non-government Aggregate Resource Development Task Force. Provincial departments have provided advice to the Task Force, but the contents of this paper do not necessarily reflect or represent the views of the Government of Alberta.

**March 2004**

April 7, 2004

To All AAMD&C Member Municipalities:

This consultation document presents proposals formulated by the Aggregate Resource Development Task Force (Task Force) to help ensure a sustainable supply of aggregate (sand and gravel) vital to the construction of buildings and roads required by Albertans and their communities.

The Task Force consists of industry and municipal representatives who are working together to find mutually acceptable solutions to issues surrounding the ongoing development of Alberta's sand and gravel resource. The Province believes that these issues are best dealt with by the stakeholders closest to the situation, and actively supports the collaborative work of the Task Force with information and advice.

The issue which has so far received the closest attention from the Task Force is the difficulty encountered by some companies in getting pit developments approved by municipalities. For their part, municipalities are aware of public concerns about the local impact of pit operations, including the limited taxes which pits pay to the municipality under the present assessment system. The Task Force has concluded that the issue could be partially addressed by sand and gravel operators making a "Community Aggregate Payment" (CAP) to municipalities in recognition of the various public and municipal concerns.

The Task Force favours municipalities being given explicit authority to require a CAP. As the provision of such authority would require action by the Province, this document is being made available to inform Albertans about the background, issues and options relating to the proposed CAP and its implementation. Any decision on what form the CAP will take, and when and how it will be implemented, will depend on the results of consultation with stakeholders and the public.

Please provide your comments on the discussion paper by completing the appended questionnaire and faxing or emailing it to Patrick Martin at the AAMD&C by **Friday, May 14, 2004**.

Fax (780) 955-3615

Email [patrick@aamdc.com](mailto:patrick@aamdc.com)

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**DRAFT**

## Introduction

The extraction of sand and gravel resources is an activity of considerable importance to the growth of Alberta. Readily available supplies of these two categories of aggregate are essential if the roads and buildings required by Albertans are to be constructed economically and efficiently, promoting the Alberta Advantage.

Some issues related to the development of these resources have been identified by key stakeholders. The sand and gravel industry in Alberta is concerned about situations where municipalities have refused to issue development permits for new pits, or renew permits for existing operations. The municipalities and their residents often have concerns with the economic, visual, environmental and other aspects of sand and gravel operations, including the limited property taxes paid by the pits (a result of the low valuation of pits under current assessment procedures), noise, dust, hours of operation, traffic, road wear and tear, groundwater contamination and groundwater supply.

The provincial land use policies encourage municipalities to establish land use patterns that accommodate natural resource extraction while minimizing potential conflict with nearby land uses and any negative environmental impact. Municipal plans, planning decisions, and actions must be consistent with the land use policies.

In 2001, Walter Paszkowski, the former Minister of Municipal Affairs, and his successor, the Honourable Guy Boutilier, encouraged key stakeholders to work together at developing mutually acceptable solutions to sand and gravel issues. At a June 2001 workshop organized by Municipal Affairs, representatives from private industry, municipalities, and government met to identify issues and establish a process to achieve agreed solutions.

As a result of this workshop, the Aggregate Resource Development Task Force was formed in 2002, with representatives from the Alberta Roadbuilders and Heavy Construction Association (ARHCA), the Alberta Sand and Gravel Association (ASGA), and the Alberta Association of Municipal Districts and Counties (AAMD&C).

To date, the Task Force has made significant progress in working towards the collaborative resolution of some of the issues related to the development approval, and local impact, of sand and gravel operations. The Task Force's first achievement is a proposal for a "community aggregate payment" (CAP) to be made by sand and gravel pit operators to the local municipality in recognition of the municipal and public concerns over pit operations. As envisaged by the Task Force, the CAP would be calculated by multiplying the weight of the sand and gravel shipped from a pit<sup>1</sup>, by a per tonne payment rate (in cents). The CAP would be independent of, and in addition to, a road haul agreement between an operator and the municipality.

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<sup>1</sup> The weight would be the actual measured weight or, subject to municipal approval, the weight obtained by converting the volume of aggregate (cubic metres) to tonnes, using standard conversion factors.

A few municipalities have already instituted a sand and gravel levy similar in concept to the CAP. However, the Task Force is concerned that municipalities' powers under the current Municipal Government Act may be insufficient if the levy is challenged.

The CAP concept has been approved by the boards of the ARHCA and ASGA, and by resolution of the AAMD&C at the association's 2003 Spring Convention. The AAMD&C resolution urged the provincial government to implement the creation of a CAP.

The Province responded to the AAMD&C by supporting the resolution in principle and expressing a willingness to work further with the Task Force to develop a specific approach leading to the effective implementation of the CAP concept. As well, the Minister of Municipal Affairs advised the AAMD&C that department staff would draft an action plan in consultation with the AAMD&C and other stakeholders, outlining implementation options and the provincial authorization each option would require.

The draft action plan was developed by Municipal Affairs, and approved by the AAMD&C, ARHCA and ASGA. The draft action plan indicated that Municipal Affairs would develop a discussion paper with the Task Force which would describe the background, issues and options relating to the CAP and its implementation.

The present discussion paper is the outcome of this work, and includes the Task Force's proposals for addressing the CAP issues which have been identified. Before responding to the proposals, the government wishes to consult with Albertans. Accordingly, this paper is being made publicly available with the objective of soliciting input from interested individuals and organizations.

**DRAFT**

## Key Issues

### 1. What should the CAP revenues be used for?

The Task Force envisages the revenue from a municipality's CAP program being divided between municipal purposes and an "orphan pit fund" (OPF), with municipal purposes receiving the major share.

The portion for municipal purposes would be retained by the municipality, which would be free to decide how the revenue should be allocated among municipal programs. A municipality would not have to consult the sand and gravel industry and other stakeholders about a preferred allocation, but could choose to do so.

The portion dedicated to the OPF would not be retained by the municipality, but transferred to the body responsible for the fund. The purpose of the fund is to help address the problem of sand and gravel pits that have been abandoned without being reclaimed. The industry recognizes that these pits (many of which were worked before the Province introduced reclamation requirements) are visually unattractive and may create a poor perception of the industry. Accordingly, the industry suggested the creation of an Alberta OPF that would be maintained by the OPF amounts transferred from the municipalities.

The suggested Alberta OPF would cover the costs of rehabilitating some abandoned pits that either were not required to be reclaimed, or are unlikely to be reclaimed because of difficulties in tracking the responsible parties. The fund would be administered by a body given a mandate to receive the OPF payments, establish criteria for selecting suitable reclamation projects, evaluate municipalities' orphan pit reclamation proposals, and decide which projects should be funded.

**The Task Force proposes that most of a municipality's CAP revenues be used for municipal purposes decided by the municipality, and the remaining portion be used to support a province-wide orphan pit reclamation fund administered by a municipal/industry management board.**

### 2. Should the CAP be collected on all sand and gravel shipments?

The main sand and gravel producers in Alberta are private companies, municipalities and the provincial government. The sand and gravel extracted from private pits is shipped to private and public sector projects; the shipments from provincial and municipal pits, by contrast, are destined primarily for the public producer's own projects.

For purposes of CAP collection, all sand and gravel operations could be treated equally. This would mean that all shipments would be subject to the CAP, regardless of who the producer is, or whose project is being supplied. Other things being equal, the delivered cost of sand and gravel to the end-users would increase by the amount of the CAP. Under such a program, a municipality which extracts sand and gravel from its own pit for its own use would be expected to pay the CAP. However, the net cost to the municipality of the CAP on a municipal pit would be limited to the amount forwarded to the OPF; the municipal purposes portion of the CAP would remain within the municipality.

An alternative would be to apply the "equal treatment" principle but explicitly exempt most shipments from municipal or provincial pits.

In the case of a municipal pit, the exempted shipments would consist of shipments from the pit to the municipality's own yards or projects elsewhere in the municipality. The exemption might also be extended to include: (a) shipments from the municipality's pit to a municipality that has purchased some sand and gravel from the pit; and (b) "own-use" shipments from a pit owned by the municipality but located within the territory of another municipality.

These exclusions would address some concerns about municipalities and the Province having to make payments on shipments of their own sand and gravel, and municipalities having to pay the CAP to neighbouring municipalities. At the same time, the exclusions respect the industry's concern that the CAP should apply to any shipments from municipal or provincial pits that are made in competition with private pits.

The Task Force also discussed the possibility of restricting the collection of the CAP to shipments from pits that commence operation in the future. This could be achieved by exempting all existing pits from CAP liability. Such an exemption might respond to concerns about "the rules being changed" in respect of production at current pits (although the affected producers' additional costs could be included in the prices quoted for new orders). However, the Task Force concluded that municipalities' fundamental concerns about the impacts of sand and gravel production could not be adequately addressed unless the CAP was collected on shipments from present and future pits alike.

**The Task Force proposes that the CAP should be collected on all shipments from all present and future sand and gravel operations in municipalities which adopt a CAP program, except for shipments from provincial pits which are destined for final use on a provincial project.** In cases where a municipality purchases sand and gravel from another municipality's pit in another municipality, or works a pit within the territory of another municipality, the other municipality could choose to rebate the associated CAP revenue if it felt there were compelling grounds for doing so.



**3. Should municipalities be required to adopt a CAP program?**

The CAP concept is potentially relevant to any municipality where sand and gravel are produced. This does not necessarily imply that all such municipalities should have to establish a CAP program.

From the industry's perspective, requiring all municipalities to collect a CAP on sand and gravel shipments could help in providing certainty and promoting a "level playing field". There would be no opportunity for a company to gain a possible economic advantage over competitors by locating in a municipality where the council has chosen not to adopt a CAP program.

Some municipalities, however, may feel that they ought to have the discretion to decide whether the CAP concept is appropriate to their particular situation. In some cases, an evaluation of the potential costs and benefits of a CAP program may reveal that there would be an administrative burden that the municipality would be unwilling or unable to assume. Furthermore, AAMD&C members understood from regional presentations on the CAP resolution prior to the 2003 Convention that individual municipalities would be able to choose whether they wanted a local CAP program.

**The Task Force proposes that individual municipalities should be allowed to choose whether to adopt a CAP program in respect of the sand and gravel shipments originating within the municipality.**

**4. Who will determine the CAP rate?**

The CAP rate that will be applied in a municipality will be the sum of two component rates: a municipal rate per tonne, which affects the amount of revenue generated for municipal purposes, and an OPF rate per tonne, which affects the amount contributed to the OPF. This means that the CAP rate will be determined by the decisions of the parties made responsible for setting each of the component rates.

Municipal Rate

This rate could be set at a fixed rate per tonne that would have to be adopted by all municipalities with a CAP program. A universal fixed rate would provide the producers with certainty, and help ensure equitable treatment across the province. The rate could be decided by the government, following consultation with industry and municipal stakeholders, or by an authorized industry-municipal organization.

As an alternative to a fixed rate, the rate that an individual municipality applies could be decided by each municipality. This would give each municipality the opportunity to exercise autonomy in selecting the rate that seems the most appropriate in generating adequate municipal benefits. Although geographic variation in rates could result, many municipalities might be expected to choose a rate that was reasonably in line with the rates in effect in adjacent municipalities. Municipalities could either be given carte blanche to select a rate, or be limited to selecting a rate which equals or falls below a rate cap (maximum rate) prescribed by the Province.

**The Task Force proposes that the Province should establish a province-wide cap on the municipal rate, and that individual municipalities be able to set their rate at a level equal to or less than this cap. The rate selected by a municipality will be the same for all sand and gravel shipments in the municipality that are subject to the CAP.**

#### OPF Rate

The purpose of creating and maintaining an OPF is to have a resource available to pay for selected reclamation projects anywhere in the province. In the light of the need to ensure a sustainable revenue stream for the fund, a strong case could be made for establishing a fixed OPF rate per tonne that all municipalities with a CAP program must apply. As with the municipal rate per tonne, the rate could either be set by the Province following consultations with the industry and municipal stakeholders, or by an authorized industry-municipal organization.

The principal alternative to a single fixed rate would be to allow individual municipalities to set their own OPF rate. This option would permit municipal autonomy to be exercised, but could result in municipalities applying rates that are too low to generate an adequate revenue stream to the OPF, consequently reducing the fund's financing capacity. Municipalities where orphan pits are believed to be absent might be particularly inclined to minimize their OPF rate because they do not stand to benefit from the OPF.

**The Task Force proposes that all municipalities with a CAP program should apply the same OPF rate, and that this rate should be fixed by the Province.**

#### **5. What should be the magnitude of the CAP rate?**

The values of the component rates that together yield a municipality's CAP rate would be a matter for the responsible parties to decide in the

future. The Task Force, however, indicated what it believed might be appropriate values.

The proposal to cap municipal rates led the Task Force to consider the order of magnitude of a “maximum acceptable” municipal rate. It was noted in this context that some municipalities have already introduced—or have indicated that they are considering—a fixed levy on sand and gravel shipments which is similar or equivalent in concept to the municipal portion of the CAP. The actual or proposed rates reportedly range among these municipalities from 7 to 25 cents per tonne. In one municipality, the rate is also phased to increase over several years.

The Task Force concluded that the maximum (cap) rate should be similar in magnitude to the upper end of the existing rates. The Task Force also thought that this maximum should be reviewed every five years.

The Task Force’s proposal with respect to the OPF rate was that there should be a universal fixed rate. Suggesting an appropriate amount for this rate was complicated by the absence of comprehensive data on the number and size of orphan pits needing to be rehabilitated. The Task Force consequently relied on personal knowledge of the industry to derive an amount that might generate sufficient revenue for the fund to support a limited number of reclamation projects.

The Task Force proposes that the maximum municipal rate (the cap on the municipal rate) should be set at 25¢ per tonne and that the fixed OPF rate be 2.5¢ per tonne, resulting in a maximum possible CAP of 27.5¢ per tonne.

#### 6. How should the CAP be enforced?

Municipalities might be granted the necessary power to collect the CAP but this power should also be enforceable. Municipalities must have a means of dealing with non-compliance to ensure that all sand and gravel producers contribute their fair share to the municipality and the OPF.

No conclusions have been reached about the manner in which CAP collection authority might be provided. However, one option might be to classify the CAP as a municipal tax under the Municipal Government Act (MGA). If this were the route taken, the existing remedies in the MGA for the non-payment of municipal taxes could prove relevant to CAP enforcement. Under the current provisions, a municipality can recover “municipal taxes related to land” by selling a parcel of land in tax arrears. As well, the municipality can recover certain “municipal taxes not related to land” by seizing and selling goods belonging to the person or business in tax arrears. Assuming that a “CAP tax” were categorized as a municipal tax “not related to land”, it seems probable that a sand and

gravel producer's goods and equipment could be forfeit if the CAP remained unpaid.

Specific measures for enforcing the CAP might have to be devised if the general tax recovery measures were determined to be inapplicable or unsatisfactory in the CAP context. Specific enforcement measures would also have to be explored if the MGA authorized the CAP as a levy other than a tax, or the CAP were authorized under other legislation.

**The Task Force proposes that enforcement of the CAP be accomplished by providing municipalities with appropriate statutory remedies against sand and gravel producers in CAP arrears.**

**7. Would sand and gravel producers have any right of appeal?**

One of the principles of the property tax system is that ratepayers can appeal their property assessment but not the municipal mill rate applied to the assessment. It is envisaged that similar principles will apply in the CAP context, especially if the CAP is implemented as a tax. This means that sand and gravel producers would not be able to appeal the municipality's CAP rate. However, a producer may wish to have the capacity to appeal if there is a dispute with the municipality over the quantity of sand and gravel included in the CAP calculation.

It is contemplated that each producer will record the tonnage of sand and gravel shipped from a pit and report these amounts to the municipality on a regular basis. The municipality would then apply the CAP rate per tonne to determine the CAP to be collected from the producer. If a municipality thought that the reported tonnage was inaccurate, it could request the producer to verify the amounts. If the investigation left the municipality unsatisfied, the municipality might then choose to use various available procedures to estimate an alternative tonnage.

A producer would be faced with paying a larger CAP if a municipality's tonnage estimate was greater than the reported tonnage, and the municipality sought to substitute the higher amount in calculating the CAP. In such a situation, the producer should be entitled to present its position in the event of disagreement. The preferred means of resolving a tonnage dispute would be mediation or negotiation. In case these mechanisms prove insufficient, the producer may need to be provided with an opportunity to make a formal appeal. The body that would hear the appeal would have to be determined but the possibilities include an existing municipal or provincial board, or a newly created special-purpose board.

**The Task Force proposes that the producer be given the right of appeal to an appropriate municipal or provincial appeal body if the**

**municipality concludes that the weight of sand and gravel shipments has not been accurately reported by the producer and wishes to substitute a greater weight in calculating the CAP owed.**

**8. When should municipalities be able to begin collecting the CAP?**

If a policy decision were made to authorize the CAP, the industry and municipal stakeholders would want to know—for financial planning reasons—when their respective CAP obligations and revenue flows may begin. It follows that the authorizing legislation or regulation should indicate the date that municipalities would be empowered to establish a CAP program.

A Bill normally comes into force on Royal Assent. However, a Bill can come into force on another specified date, or a date specified in a subsequent proclamation by the Lieutenant Governor. A regulation normally comes into force when the order establishing the regulation is signed by the Lieutenant Governor (in the case of an Order in Council) or the Minister (in the case of a Ministerial Order) but, as with a Bill, a regulation can specify another date for coming into force.

These procedures mean that unless a later effective date were chosen, municipalities would be able to implement CAP programs immediately after the authorizing legislation or regulation had been formally approved. Keeping industry and municipalities updated on the development of the legislation and/or regulation would have helped to ensure that both sets of stakeholders had time to prepare for the CAP implementation. By contrast, if it were felt that greater lead time should be provided, consideration could be given to the option of setting a specific date when CAP authority will come into force.

**The Task Force proposes that the authority for municipalities to implement the CAP should come into force as soon as possible.**

**9. Should the rates for existing municipal levies be replaced by CAP rates?**

The small number of municipalities that presently collect a levy on local sand and gravel production have established their own per tonne rates for the levies. This raises the question of whether the levy rates should be allowed to stand if municipalities are authorized to establish a CAP program which must implement the municipal and OPF rate regime established by the Province.

The Task Force's position is that CAP programs and existing agreements should be the only means by which municipalities may derive revenue from sand and gravel shipments and production. All shipments from pits

developed subsequent to the provincial authorization of CAP programs should be subject only to the rates set out in a municipality's CAP program.

The levy rates set out in an existing agreement between a municipality and a sand and gravel producer could remain in place for the projects covered by the agreement, for the term of the agreement. However, the agreement and the rates would not be part of a municipality's CAP program, and would not receive the associated legal protection. In the circumstances, the parties could choose to amend or terminate the agreement, providing an opportunity for the municipality to replace the existing rates by explicitly making the projects subject to the CAP and its applicable per tonne rates.

Existing levies on sand and gravel shipments and production, if not referenced in an agreement with a producer, should be discontinued. The affected municipalities would have the option of establishing CAP programs if they wish to receive future revenues related to sand and gravel shipments.

**The Task Force proposes that the rates of existing levies on sand and gravel shipments or production be allowed to continue in effect if the levies were established by agreement between municipalities and producers, although without the legal status of rates implemented in a CAP program. Levies that were imposed without agreements should not be continued; municipalities wishing to derive future revenue from sand and gravel production will have to establish a CAP program.**

**TOWARDS THE IMPLEMENTATION OF A COMMUNITY AGGREGATE PAYMENT**

**Stakeholder Questionnaire**

**Respondent:** Steve Rozee

**Organization:** Municipal District of Mackenzie No. 23

**Position:** Project Services Technologist

**Address:** P.O. Box 640  
Fort Vermilion AB T0H 1N0

**Please provide your comments and suggestions on the following proposals of the Task Force:**

**Key Issue 1.**

The Task Force proposes that most of a municipality's CAP revenues be used for municipal purposes decided by the municipality, and the remaining portion be used to support a province-wide orphan pit reclamation fund administered by a municipal/industry management board.

Agree     Disagree

Reasons for disagreement, or other comments:

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**Key Issue 2.**

The Task Force proposes that the CAP should be collected on all shipments from all present and future sand and gravel operations in municipalities which adopt a CAP program, except for shipments from provincial pits which are destined for final use on a provincial project.

Agree     Disagree

Reasons for disagreement, or other comments:

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**Key Issue 3.**

**The Task Force proposes that individual municipalities should be allowed to choose whether to adopt a CAP program in respect of the sand and gravel shipments originating within the municipality.**

Agree     Disagree

Reasons for disagreement, or other comments:

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**Key Issue 4.**

**The Task Force proposes that the Province should establish a province-wide cap on the municipal rate, and that individual municipalities be able to set their rate at a level equal to or less than this cap. The rate selected by a municipality will be the same for all sand and gravel shipments in the municipality that are subject to the CAP.**

Agree     Disagree

Reasons for disagreement, or other comments:

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**The Task Force proposes that all municipalities with a CAP program should apply the same OPF rate, and that this rate should be fixed by the Province.**

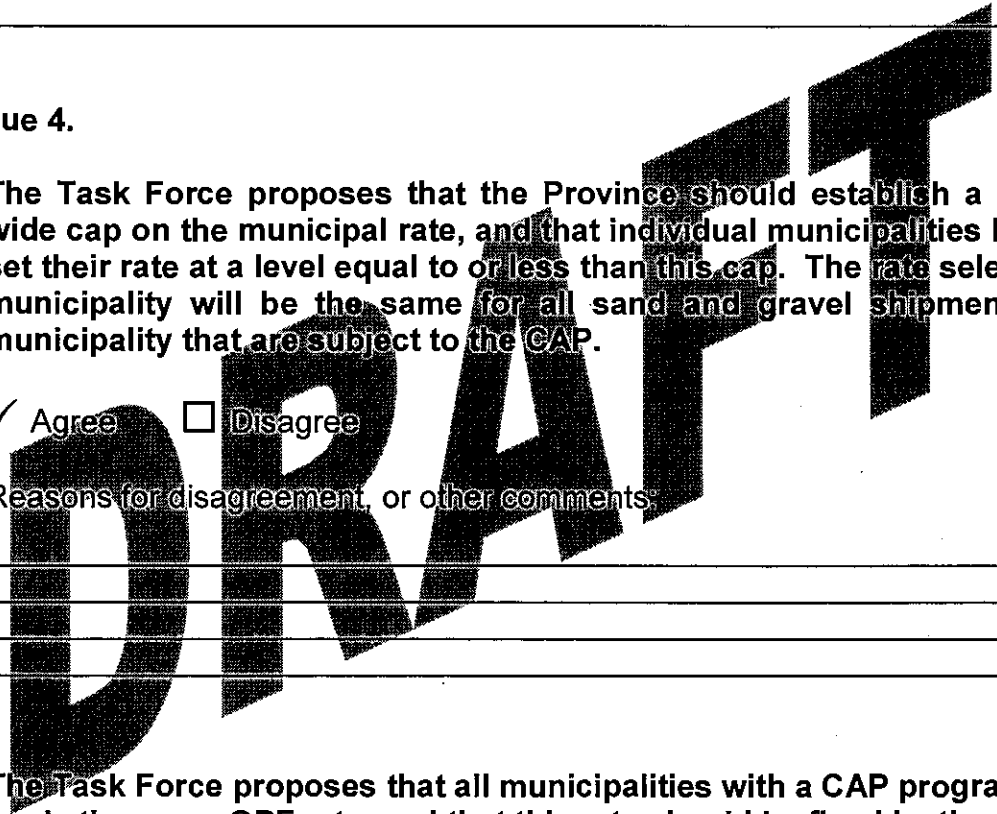
Agree     Disagree

Reasons for disagreement, or other comments:

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**Key Issue 5.**

**The Task Force proposes that the maximum municipal rate (the cap on the municipal rate) should be set at 25¢ per tonne and that the fixed OPF rate be 2.5¢ per tonne, resulting in a maximum possible CAP of 27.5¢ per tonne.**

✓ Agree     Disagree

Reasons for disagreement, or other comments:

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**Key Issue 6.**

**The Task Force proposes that enforcement of the CAP be accomplished by providing municipalities with appropriate statutory remedies against sand and gravel producers in CAP arrears.**

✓ Agree     Disagree

Reasons for disagreement, or other comments:

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**Key Issue 7.**

**The Task Force proposes that the producer be given the right of appeal to an appropriate municipal or provincial appeal body if the municipality concludes that the weight of sand and gravel shipments has not been accurately reported by the producer and wishes to substitute a greater weight in calculating the CAP owed.**

✓ Agree     Disagree

Reasons for disagreement, or other comments:

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**Key Issue 8.**

The Task Force proposes that the authority for municipalities to implement the CAP should come into force as soon as possible.

Agree     Disagree

Reasons for disagreement, or other comments:

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**Key Issue 9.**

The Task Force proposes that the rates of existing levies on sand and gravel shipments or production be allowed to continue in effect if the levies were established by agreement between municipalities and producers, although without the legal status of rates implemented in a CAP program. Levies that were imposed without agreements should not be continued; municipalities wishing to derive future revenue from sand and gravel production will have to establish a CAP program.

Agree     Disagree

Reasons for disagreement, or other comments:

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***Thank you for taking the time to read this consultation paper and provide your views.***

***Please fax or email this questionnaire to AAMD&C Policy Analyst Patrick Martin by Friday, May 14, 2004.***

***Fax (780) 955-3615  
Email [patrick@aamdc.com](mailto:patrick@aamdc.com)***

**Report  
Director Operational Services**

TO: Harvey Prockiw  
FROM: Mike Savard Director, Operational Services  
DATE: May 4, 2004

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Following is a summary of the Operational Services department during the past month:

**Road Construction Capital Projects**

- Clearing and/or survey is continuing on all the 2004 new road construction projects.

**La Crete Water Treatment Plant**

- Supply of waterline material contract has been awarded.
- Tenders for installation of waterline closed on April 14, 2004. We are recommending that the contract be awarded to In-Line Contracting of Edmonton. Construction will likely commence beginning of June.
- Tenders for the construction of the WTP closed on April 27, 2004. DCL will provide recommendations at the Council meeting. Construction is scheduled to commence beginning of June.

**Operational Projects and Activities**

- Gravel Crushing  
Gravel crushing is completed at all 3 locations (Tompkins, West La Crete and Melvin).
- Zama Water Treatment Plant  
DCL delegation will be at the Council meeting.
- Fort Vermilion Slide Area  
Construction of the FV Slide Area is scheduled to commence on April 27, 2004. Construction will take approximately 12 working days. Detours have been established around the road closure.
- 94<sup>th</sup> Avenue Water and Sewer Servicing  
Engineering will proceed upon approval by Council.

- Road Bans  
75% road bans were implemented in most areas on April 6. Zama Access and Assumption Road are currently posted at 90%. We continue to monitor the road conditions.
- Safety Audit 697/88 Connector Intersection  
We received the final report and it will be distributed to all stakeholders within the next week.
- Hamlet Clean-up  
Hamlet clean-ups are scheduled for the next several weeks. Schools and other community groups are participating in the garbage cleanup of La Crete, La Crete access loop, Fort Vermilion and Machesis Lake campground.
- Waterline Replacement – Fort Vermilion  
Tenders for the waterline replacement projects in Fort Vermilion along River Road and in Mackenzie Housing close on May 6, 2004.
- Local Improvement Plans  
The Notices for the Local Improvement Plans approved by Council have been sent to all landowners. An open house is being held on April 28 to address any concerns landowners may have. We are currently also working on the local improvement plan for 94 Ave Servicing in La Crete.
- Municipal Engineering Standards  
EXH, GPEC, and Operational Services staff have worked together to establish municipal engineering standards. Details are included in the Council package.



Michel Savard  
Director of Operational Services

# M.D. of Mackenzie No. 23

## Request For Decision

Meeting:	Regular Council
Meeting Date:	May 4, 2004
Originated By:	Paul Driedger, Director Planning, Emergency and Enforcement Services
Title:	<b>Bylaw 436/04 – Land Use Bylaw Amendment to Rezone From Hamlet Residential District 1 “HR1” to Hamlet Residential District 1A “HR1A” and Hamlet Residential District 1B “HR1B” Part of SW 9-106-15-W5M</b>
Agenda Item No:	11. a)

### BACKGROUND / PROPOSAL:

The applicant is requesting to re-zone a part of SW 9-106-15-W5M from Hamlet Residential District 1 “HR1” to Hamlet Residential District 1A “HR1A” and Hamlet Residential District 1B “HR1B”. The owner’s wants to rezone to accommodate houses only.

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The rezoning complies with the M.D. of Mackenzie Land Use Bylaw.

The intent of the M.D. of Mackenzie Land Use Bylaw Hamlet Residential District 1A “HR1A” and Hamlet Residential District 1B “HR1B” and their uses are as follows:

#### **5.9.B HAMLET RESIDENTIAL DISTRICT 1A "HR1A"**

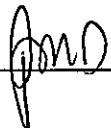
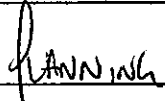
The general purpose of this district is to permit residential uses in established hamlets, with the intention of restricting development to on-site stick-built single detached dwellings with attached garages and associated uses.

##### **A. PERMITTED USES**

- (1) Single detached dwelling with attached garage.

##### **B. DISCRETIONARY USES**

- (1) Ancillary building and use.
- (3) Home based business.
- (4) Park.
- (5) Playground.

Review: 	Dept. 	C.A.O.
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**5.9.G HAMLET RESIDENTIAL DISTRICT 1B "HR1B"**

The general purpose of this district is to permit residential uses in established hamlets, with the intention of restricting development to on-site stick-built single detached dwellings and associated uses.

**A. PERMITTED USES**

- (1) Single detached dwelling.

**B. DISCRETIONARY USES**

- (1) Attached Garage.
- (2) Detached garage.
- (3) Ancillary building and use.
- (4) Home based business.
- (5) Park.
- (6) Playground.


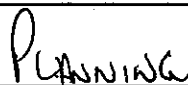
**COSTS / SOURCE OF FUNDING:**

N/A

**RECOMMENDED ACTION (by originator):**

**MOTION**

That first reading be given to Bylaw 436/04 to re-zone Pt. SW 9-106-15-W5M from Hamlet Residential District 1 "HR1" to Hamlet Residential District 1A "HR1A" and Hamlet Residential District 1B "HR1B".

Review: 	Dept. 	C.A.O.
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**BYLAW NO. 436/04**

**BEING A BYLAW OF THE  
MUNICIPAL DISTRICT OF MACKENZIE NO. 23  
IN THE PROVINCE OF ALBERTA**

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**TO AMEND THE  
MUNICIPAL DISTRICT OF MACKENZIE NO. 23 LAND USE BYLAW**

**WHEREAS**, the Municipal District of Mackenzie No. 23 has adopted the Municipal District of Mackenzie Land Use Bylaw, and

**WHEREAS**, the Municipal District of Mackenzie No. 23 has a General Municipal Plan adopted in 1995, and

**WHEREAS**, the Council of the Municipal District of Mackenzie No. 23, in the Province of Alberta, has deemed it desirable to amend the Municipal District of Mackenzie No. 23 Land Use Bylaw to accommodate residential subdivisions.

**NOW THEREFORE**, THE COUNCIL OF THE MUNICIPAL DISTRICT OF MACKENZIE NO. 23, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, HEREBY ENACTS AS FOLLOWS:

- 1. That the land use designation of the subject parcel known as Part of SW 9-106-15-W5M, in the Municipal District of Mackenzie No. 23 be amended from Hamlet Residential District 1 "HR1" to Hamlet Residential District 1A "HR1A" and Hamlet Residential District 1B "HR1B".**

First Reading given on the \_\_\_\_\_ day of \_\_\_\_\_, 2004.

\_\_\_\_\_  
Bill Neufeld, Reeve

\_\_\_\_\_  
Barbara Spurgeon, Executive Assistant

Second Reading given on the \_\_\_\_\_ day of \_\_\_\_\_, 2004.

Bill Neufeld, Reeve

Barbara Spurgeon, Executive Assistant

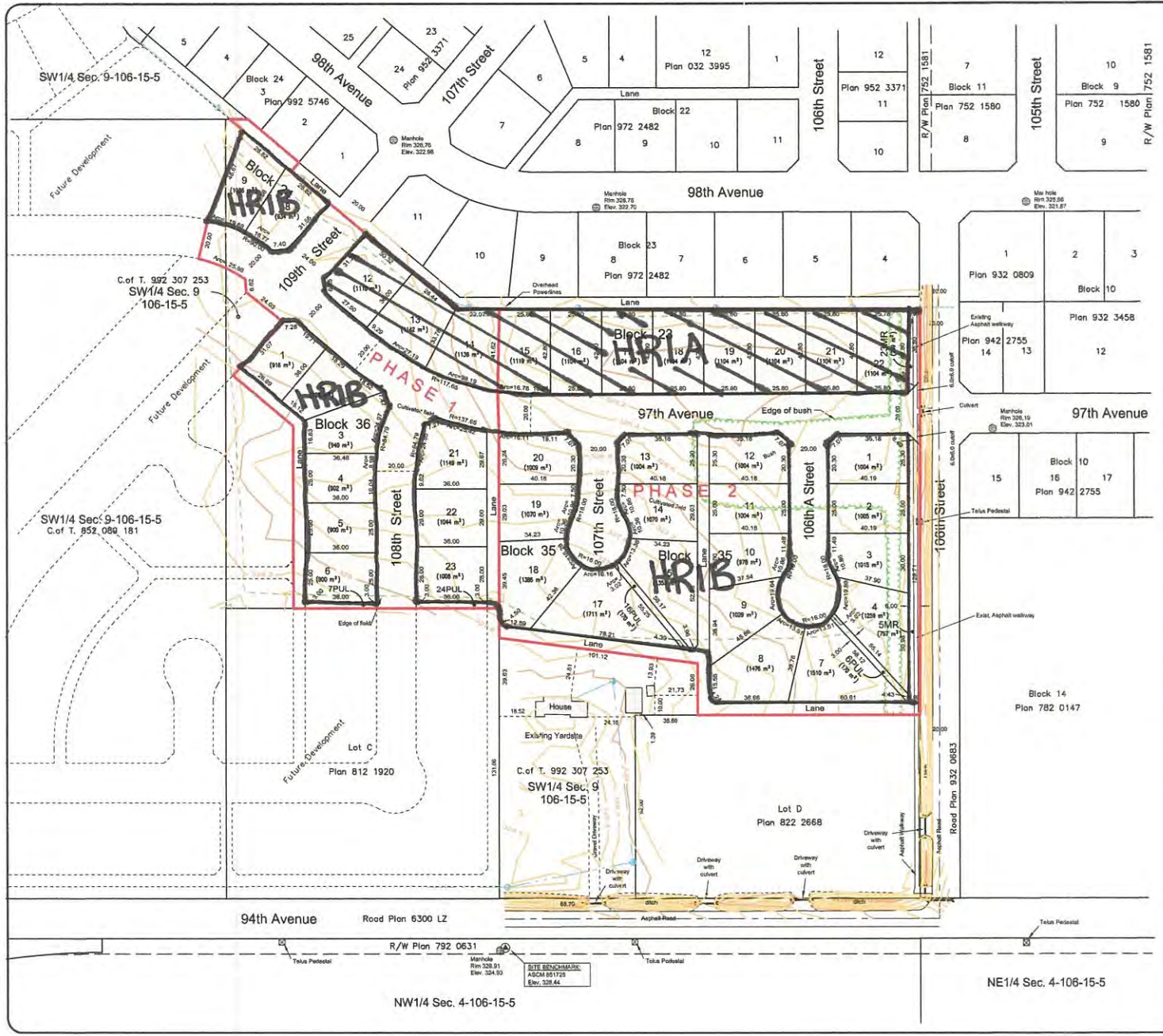
Third Reading and Assent given on the \_\_\_\_\_ day of \_\_\_\_\_, 2004.

Bill Neufeld, Reeve

Barbara Spurgeon, Executive Assistant

1





**Tentative Plan Showing  
Proposed Subdivision of Part of  
SW1/4 Sec.9, Twp.106, Rge.15, W5M.  
(C.of T.s' 992 307 253 & 852 089 181)**

**Hamlet of Lacreite  
in M.D. of Mackenzie No. 23, Alberta**

**Legend**

Area to be subdivided shown outlined thus  
All Measurements are expressed in metres and decimals thereof.  
Containing within: C.of T. 992 307 253 - 6.23 ha.(15.41 Ac.)  
C.of T. 852 089 181 - 0.04 ha.( 0.09 Ac.)  
Total - 6.27 ha.(15.5 Ac.)

Area contained within PHASE 1 - 2.24 ha. (5.54 Ac.)  
Area contained within PHASE 2 - 4.03 ha. (9.96 Ac.)

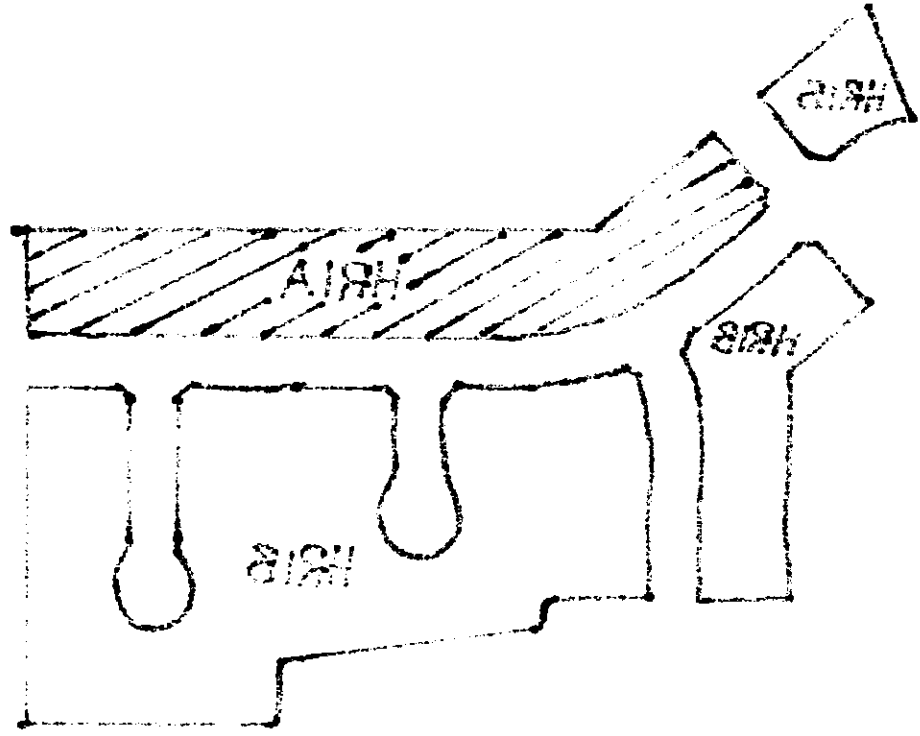
All proposed lanes are 6.0 metres in perpendicular width.  
Corner cutoffs on lanes are 3.0 x 3.0 unless otherwise shown.  
Corner cutoffs on roads are 5.0 x 5.0 unless otherwise shown.  
ha. .... Hectare  
SEC ..... Section  
TWP ..... Township  
RGE ..... Range  
M. .... Meridian  
C. of T. .... Certificate of Title  
R= ..... Radius  
R/W ..... Right of Way  
P.U.L ..... Public Utility Lot  
M.R ..... Municipal Reserve

Overhead powerlines & poles shown thus  
0.20 metre interval contour lines shown thus  
1.0 metre index contour lines shown thus  
Elevations are derived from ASCM 851725,  
geodetic elevation 328,435 metres  
Survey was completed on May 29, 2003.

**MIDWEST SURVEYS**  
Box 7616, Peace River, Alberta, T8S 1T2  
Phone [780] 624-1800  
Fax [780] 624-1078  
peaceriver@midwestsurveys.com

Drawn by: D&M	Job No.: P-080-03
Checked by: RCM	Rev. No.: 4
Date: Mar. 30, 2004	Dwg. No.: PD06003TP3

Scale - 1:1500





# M.D. of Mackenzie No. 23 Council Request For Decision

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	May 4, 2004
Originated By:	Paul Driedger Director of Planning, Emergency and Enforcement Services
Title:	<b>Bylaw 438/04 Land Use Bylaw Amendment Plan 2938RS, Block 01, Lot 02, Fort Vermilion Hamlet Commercial District 1 "HC1" to Direct Control District 2 "DC2"</b>
Agenda Item No:	11. b)

## BACKGROUND / PROPOSAL:

The applicant is requesting to re-zone Plan 2938RS, Block 01, Lot 02 from Hamlet Commercial District 1 "HC1" to Direct Control District 2 "DC2".

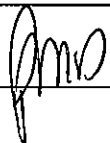
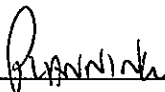

## DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The applicant would like to relocate an existing liquor store from an adjacent lot to the proposed location 2938RS, Block 01, Lot 02. This location is currently zoned as Hamlet Commercial 1 "HC1" which does not allow the operation of a liquor store. Therefore it is required to be rezoned to Direct Control District 2 "DC2" to accommodate this type of development.

The general purpose of Direct Control is to control and regulate the development of adult type businesses.

### A. Discretionary Uses

- (1) Adult entertainment business
- (2) Liquor store
- (3) Pawn shop
- (4) Funeral Home (Morgue)
- (5) All uses that require approval from Alberta Gaming and Liquor Commission, with the exception of occasional licenses not exceeding 72 hours.

Review:		Dept.		C.A.O.	
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**PUBLIC HEARING**

**Bylaw 438/04 Land Use Bylaw Amendment**

**2938RS, Block 01, Lot 02**

**Hamlet Commercial District 1 "HC1" to Direct Control District 2 "DC2"**

**C. SPECIAL PROVISIONS**

- (1) When making a decision on a development permit application, Council shall take into account the compatibility of the proposed land use with surrounding land uses and the character of the community.
- (2) These types of businesses shall not be located within 152.4 metres (500 feet) of a church, education institution, park, public facility or other similar uses unless otherwise approved by Council. **As well a church, education institution, park, day care facility or other similar use shall not be located within 152.4 metres (500 feet) of a direct control district. (Bylaw 181/99)**
- (3) Council shall be the development permit approving authority.
- (4) There is no appeal to the Subdivision and Development Appeal Board allowed in regards of a Council decision on a development permit application as stated in Section 641 of the Municipal Government Act, 1994.

The proposed location is not within the region of any of the said facilities in section C.2. Administration sees not concerns with the compatibility of the proposed land use with the surrounding land uses or the character of the community. The liquor store in the current location has operated consecutively for several years with no apparent issues arising.

COSTS / SOURCE OF FUNDING:

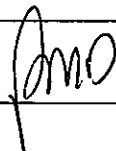
N/A

RECOMMENDED ACTION (by originator):

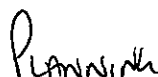
**MOTION 1**

That first reading be given to Bylaw 438/04 being a bylaw to re-zone Plan 2938RS, Block 01, Lot 02 from Hamlet Commercial District 1 "HC1" to Direct Control District 2 "DC2".

Review:



Dept.



C.A.O.

**BYLAW NO. 438/04**

**BEING A BYLAW OF THE  
MUNICIPAL DISTRICT OF MACKENZIE NO. 23  
IN THE PROVINCE OF ALBERTA**

**TO AMEND THE  
MUNICIPAL DISTRICT OF MACKENZIE NO. 23 LAND USE BYLAW**

**WHEREAS**, the Municipal District of Mackenzie No. 23 has adopted the Municipal District of Mackenzie Land Use Bylaw, and

**WHEREAS**, the Municipal District of Mackenzie No. 23 has adopted a Municipal Development Plan, and

**WHEREAS**, the Council of the Municipal District of Mackenzie No. 23, in the Province of Alberta, has deemed it desirable to amend the Municipal District of Mackenzie No. 23 Land Use Bylaw to accommodate a Liquor Store on the subject property within the Municipal District of Mackenzie No. 23.

**NOW THEREFORE**, THE COUNCIL OF THE MUNICIPAL DISTRICT OF MACKENZIE NO. 23, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, HEREBY ENACTS AS FOLLOWS:

- 1. That the land use designation of the subject parcel known as Plan 2938RS, Block 01, Lot 02, in the Hamlet of Fort Vermilion, in the Municipal District of Mackenzie No. 23 be amended from Hamlet Commercial District 1 "HC1" to Direct Control District 2 "DC2", as shown in Schedule "A" hereto attached.**

First Reading given on the \_\_\_\_\_ day of \_\_\_\_\_, 2004.

\_\_\_\_\_  
Bill Neufeld, Reeve

\_\_\_\_\_  
Barbara Spurgeon, Executive Assistant

Second Reading given on the \_\_\_\_\_ day of \_\_\_\_\_, 2004.

\_\_\_\_\_  
Bill Neufeld, Reeve

\_\_\_\_\_  
Barbara Spurgeon, Executive Assistant

Third Reading and Assent given on the \_\_\_\_\_ day of \_\_\_\_\_, 2004.

\_\_\_\_\_  
Bill Neufeld, Reeve

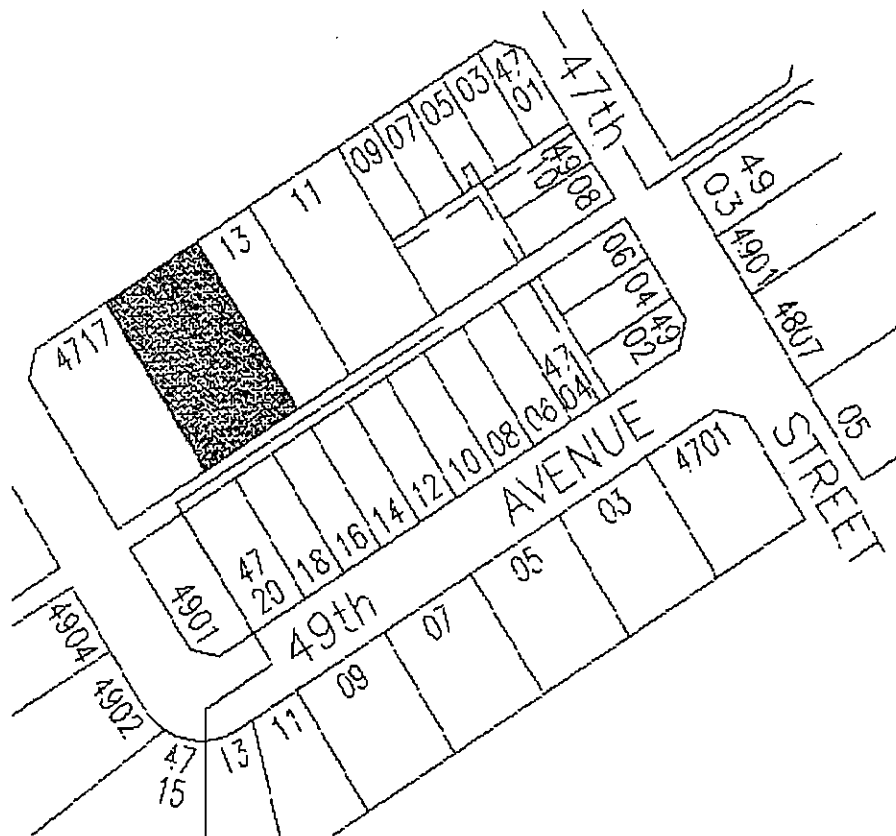
\_\_\_\_\_  
Barbara Spurgeon, Executive Assistant

SCHEDULE "A"

BYLAW No. 438/04

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

Plan 2938RS, Block 01, Lot 02 in the Hamlet of Fort Vermilion be amended from Hamlet Commercial District 1 "HC1" to Direct Control District 2 "DC2".



From: Hamlet Commercial District 1 "HC1"

To: Direct Control District 2 "DC2"

\_\_\_\_\_  
Bill Neufeld, Reeve

\_\_\_\_\_  
Barbara Spurgeon, Executive Assistant

EFFECTIVE THIS DAY \_\_\_\_\_ OF \_\_\_\_\_, 2004.





# LAND USE BYLAW AMENDMENT APPLICATION

**FOR OFFICE USE**

APPLICATION NO. Bylaw 438/04

RECEIPT NO. \_\_\_\_\_

NAME OF APPLICANT <u>RAY TOKES</u>		
ADDRESS <u>Box 549 4113 RIVER ROAD</u>		
<u>FORT VERMILION</u>		
POSTAL CODE <u>TOH1N0</u>	TELEPHONE (RES.) <u>780-927-3505</u>	(BUS.)

COMPLETE IF DIFFERENT FROM APPLICANT

NAME OF REGISTERED OWNER		
ADDRESS		
POSTAL CODE	TELEPHONE (RES)	(BUS.)

LEGAL DESCRIPTION OF THE LAND AFFECTED BY THE PROPOSED AMENDMENT

QTR./L.S.	SEC.	TWP.	RANGE	M.	OR	PLAN NO. <u>2938</u>	BLOCK <u>1</u>	LOT <u>2</u>
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Land Use classification amendment proposed:

FROM: Hamlet Commercial 1 TO: DIRECT CONTROL

Reasons supporting proposed amendment:

MOVIE LIQUOR STORE FROM ADJACENT LOT TO LOT 3 BLOCK 1

I/ We have enclosed the required Application Fee of \$ 150<sup>00</sup>

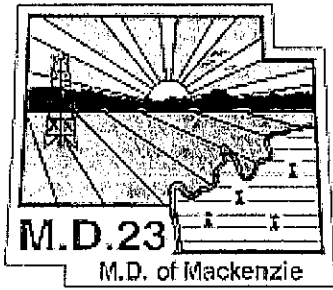
Ray Tokes  
APPLICANT

15 April 04  
DATE

NOTE: Registered Owner's signature required if different from applicant.

Ray Tokes  
REGISTERED OWNER

DATE



# MD of Mackenzie No.23

P.O. Box 640  
 Fort Vermilion, Alberta  
 Phone: (780) 927-3718 Fax: (780) 927-4266  
 E-Mail: fvo@md23.ab.ca

OFFICIAL RECEIPT

28777

Customer & Comments:

TOEWS, RAY  
 Box 549  
 Fort Vermilion, AB T0H 1N0  
 CANADA

Date: Apr 15, 2004  
 Initials: JR

Receipt Type	Roll/Account	Description	Outstanding Amount	Quantity	Receipt Amount	Still Owing
General	DEVPT	Development Permit/Other F	\$150.00	0	\$150.00	(\$150.00)

Cheque Number: 0299

----- PAYMENT SUMMARY -----

Tax Amount:	\$0.00
Receipt Total:	\$150.00
Cash Received:	\$0.00
Cheque Received:	\$150.00
Other Received:	\$0.00
	<b>\$150.00</b>

# M.D. of Mackenzie No. 23 Council Request For Decision

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	May 4, 2004
Originated By:	Paul Driedger Director of Planning, Emergency and Enforcement Services
Title:	<b>Bylaw 441/04 Land Use Bylaw Amendment NW 21-110-19-W5 Agricultural District 1 "A1" to Rural Country Residential District 2 "RC2"</b>
Agenda Item No:	11. c)

## BACKGROUND / PROPOSAL:

The applicant is requesting to re-zone part of NW 21-110-19-W5 from Agricultural District 1 "A1" to Rural Country Residential District 2 "RC2" to allow for multiple subdivisions.

## DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

This is a 14.5-acre parcel located between Highway 35 and the railway tracks approximately 4 kilometers north of the Town of High Level. The owner would like to re-zone the 14.5 acres so that it can be subdivided into 3 or 4 equal parcels. The re-zoning complies with the M.D. of Mackenzie Land Use Bylaw. After Council passes first reading, the bylaw will be sent to the Town of High Level for comments in accordance with the Inter-Municipal Development Plan.

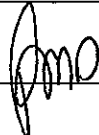
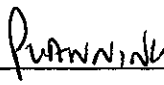

## COSTS / SOURCE OF FUNDING:

N/A

## RECOMMENDED ACTION (by originator):

### **MOTION 1**

That first reading be given to Bylaw 441/04 being a bylaw to re-zone part of NW 21-110-19-W5 from Agricultural District 1 "A1" to Rural Country Residential District 2 "RC2".

Review:		Dept.		C.A.O.	
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**BYLAW NO. 441/04**

**BEING A BYLAW OF THE  
MUNICIPAL DISTRICT OF MACKENZIE NO. 23  
IN THE PROVINCE OF ALBERTA**

**TO AMEND THE  
MUNICIPAL DISTRICT OF MACKENZIE NO. 23 LAND USE BYLAW**

**WHEREAS**, the Municipal District of Mackenzie No. 23 has adopted the Municipal District of Mackenzie Land Use Bylaw, and

**WHEREAS**, the Municipal District of Mackenzie No. 23 has a General Municipal Plan adopted in 1995, and

**WHEREAS**, the Council of the Municipal District of Mackenzie No. 23, in the Province of Alberta, has deemed it desirable to amend the Municipal District of Mackenzie No. 23 Land Use Bylaw to accommodate residential subdivisions.

**NOW THEREFORE**, THE COUNCIL OF THE MUNICIPAL DISTRICT OF MACKENZIE NO. 23, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, HEREBY ENACTS AS FOLLOWS:

- 1. That the land use designation of the subject parcel known as Part of NW 21-110-19-W5M, in the Municipal District of Mackenzie No. 23 be amended from Agricultural District 1 "A1" to Rural Country Residential District 2 "RC2".**

First Reading given on the \_\_\_\_\_ day of \_\_\_\_\_, 2004.

\_\_\_\_\_  
Bill Neufeld, Reeve

\_\_\_\_\_  
Barbara Spurgeon, Executive Assistant

Second Reading given on the \_\_\_\_\_ day of \_\_\_\_\_, 2004.

\_\_\_\_\_  
Bill Neufeld, Reeve

\_\_\_\_\_  
Barbara Spurgeon, Executive Assistant

Third Reading and Assent given on the \_\_\_\_\_ day of \_\_\_\_\_, 2004.

\_\_\_\_\_  
Bill Neufeld, Reeve

\_\_\_\_\_  
Barbara Spurgeon, Executive Assistant

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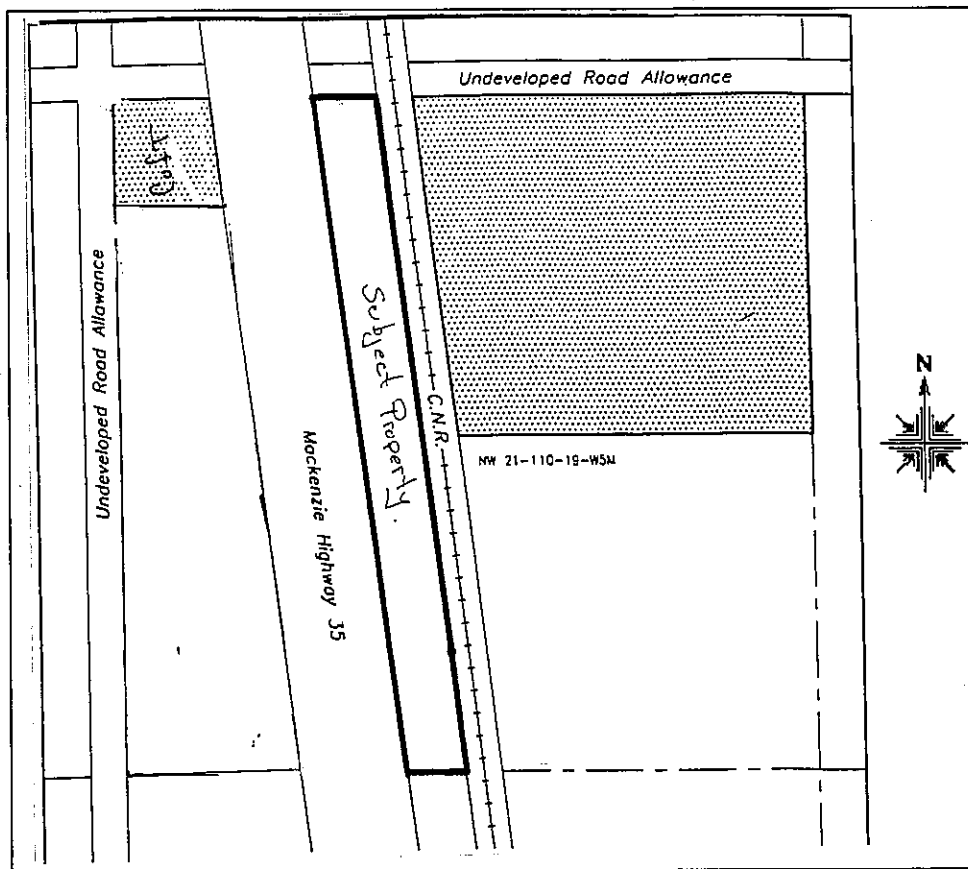
**SCHEDULE "A"**

**BYLAW No. 441/04**

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

Pt of NW 21-110-19-W5M, as depicted below, be amended from Agriculture District 1 "A1" to Rural Country Residential District 2 "RC2":



FROM: Agricultural District 1 "A1"  
TO: Rural Country Residential District 2 "RC2"

---

Bill Neufeld, Reeve

---

Barb Spurgeon, Executive Assistant

EFFECTIVE THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2004.



# LAND USE BYLAW AMENDMENT APPLICATION

APPLICATION NO. 441/04

NAME OF APPLICANT <u>Keith + Annie Giesbrecht</u>		
ADDRESS <u>Box 68</u>		
TOWN <u>HIGH LEVEL</u>		
POSTAL CODE <u>T0H 1Z0</u>	PHONE (RES.) <u>926-3055</u>	BUS. <u>926-7515</u>

COMPLETE IF DIFFERENT FROM APPLICANT		
NAME OF REGISTER OWNER		
ADDRESS		
TOWN		
POSTAL CODE	PHONE (RES.)	BUS.

### LEGAL DESCRIPTION OF THE LAND AFFECTED BY THE PROPOSED AMENDMENT

QTR./LS <u>NW</u>	SEC. <u>21</u>	TWP. <u>110</u>	RANGE <u>19</u>	M <u>5</u>	OR	PLAN	BLK	LOT
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### LAND USE CLASSIFICATION AMENDMENT PROPOSED:

FROM: Agriculture District 1 TO: Rural Country Residential District 2

### REASONS SUPPORTING PROPOSED AMENDMENT:

This 14.5 acre parcel is located between the Hwy and the railway tracks. I would like to sub-divide this land into seven - two acre parcels. I realize the water line will be restricted until the town of High Level and the M.D. comes to an agreement. The proposed sewage would be mound or pump out. I would like for this land to be re-zoned for country residential as there is not enough land for farming or any other use.

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

RECEIPT NO. \_\_\_\_\_

APPLICANT \_\_\_\_\_

DATE \_\_\_\_\_

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

Annie Giesbrecht  
REGISTERED OWNER

April 16/04  
DATE

S ← → N

Hwy 35

SERVICE Rd.

3

3

3

3

2.5

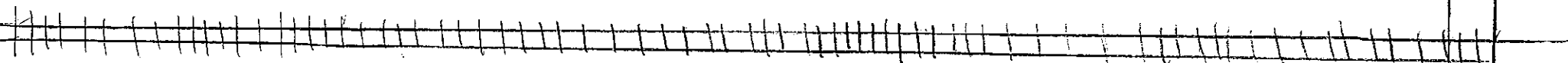
House

Garage

Stop

14.5

Helipad Rd.





# M.D. of Mackenzie No. 23

## Request For Decision

Meeting:	<b>Regular Council</b>
Meeting Date:	May 4, 2004
Originated By:	Paul Driedger, Director Planning, Emergency and Enforcement Services
Title:	<b>Bylaw 442/04 – Land Use Bylaw Amendment To Amend Bylaw 414/04 Parcel Density &amp; Farmstead Separation</b>
Agenda Item No:	11. d)

### BACKGROUND / PROPOSAL:

Council adopted bylaw 414/04 at their April 6 meeting. Since then we have had some difficulties with the 20-acre limitation for fragmented parcels.

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

We have had requests for subdivisions on fragmented land where the fragmented piece is greater than 20 acres. Since we are limited to 20 acres, we cannot allow a subdivision with 22 acres. This seems unreasonable if a creek or some other watercourse that does not allow access from one side to the other thereby legitimately fragmenting the quarter section. It seems reasonable that a legitimately fragmented parcel should be allowed to be subdivided regardless of the acres as long as the bank of the watercourse is used as a boundary. In addition, where a watercourse bank is used as part of the boundary the subdivision should be allowed additional acres to allow for a developable yardsite.


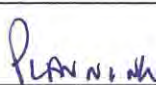
The Planning and Development Department requests that Council consider changing the following section 5.2.A.C.(1) and section 1.2 of the Land Use Bylaw to read:

Council requested that "natural water course" be defined, which we have added to this bylaw.

5.2.A. Agricultural District 1 "A1"

C. Parcel Density

(1) Residential Uses: Three (3) parcels per quarter section, river lot or original titled property with the balance of the quarter section, river lot or original titled

Review: 	Dept. 	C.A.O.
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property being one of the parcels; with the other parcels being any two of the following:

- Existing farmstead,
- Vacant parcel, or
- Fragmented parcel.

F. Lot Area

(1) Country Residential Uses:

Maximum Lot Area: up to 4.05 hectares (10.0 acres) unless:

- an existing residence requires the approval of a larger parcel size to meet setback requirements or to include the entire yardsite;
- the parcel is fragmented to such a degree that a 4.05 hectares (10.0 acres) subdivision would render the remaining portion of the fragmented parcel useless for farming; or
- the bank of a watercourse is used as a boundary, limiting the developable area to such a degree that it cannot be developed as a yardsite.

1.2 Definition


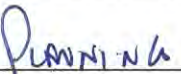
“Natural Water Course” means a river, stream, lake, creek, swamp, marsh or other natural body of water marked by the shore weather it contains or conveys water continuously or intermittently. A natural water course does not include a canal, reservoir or other manmade surface feature intended to contain water for a specified use.

COSTS / SOURCE OF FUNDING:

N/A

RECOMMENDED ACTION (by originator):

That first reading be given to Bylaw 442/04, being a Land Use Bylaw Amendment to remove “maximum 20 acres” from Section 5.2.A.C(1) Residential Uses and add Section 1.2 Definitions “Natural Water Course”.

Review: 	Dept. 	C.A.O.
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**BYLAW NO. 442/04**

**BEING A BYLAW OF THE  
MUNICIPAL DISTRICT OF MACKENZIE NO. 23  
IN THE PROVINCE OF ALBERTA  
TO AMEND THE  
MUNICIPAL DISTRICT OF MACKENZIE NO. 23 LAND USE BYLAW**

**WHEREAS**, the Municipal District of Mackenzie No. 23 has adopted the Municipal District of Mackenzie No. 23 Land Use Bylaw, and

**WHEREAS**, the Council of the Municipal District of Mackenzie No. 23, in the Province of Alberta, has deemed it desirable to amend the Municipal District of Mackenzie No. 23 Land Use Bylaw to revise section 5.2.A.C(1) and section 1.2 for rural subdivisions, within the Municipal District of Mackenzie No. 23.

**NOW THEREFORE**, THE COUNCIL OF THE MUNICIPAL DISTRICT OF MACKENZIE NO. 23, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, HEREBY ENACTS AS FOLLOWS:

1. That the following definition replace Section 5.2.A.C(1) with:

**C. PARCEL DENSITY**

(1) Residential Uses: Three (3) parcels per quarter section, river lot or original titled property with the balance of the quarter section, river lot or original titled property being one of the parcels; with the parcels being any two of the following:

- Existing farmstead
- Vacant parcel
- Fragmented parcel

2. F. Lot Area

(1) Country Residential Uses:

Maximum Lot Area: up to 4.05 hectares (10.0 acres) unless:

- an existing residence requires the approval of a larger parcel size to meet setback requirements or to include the entire yardsite;
- the parcel is fragmented to such a degree that a 4.05 hectares (10.0 acres) subdivision would render the remaining portion of the fragmented parcel useless for farming; or

- the bank of a watercourse is used as a boundary, limiting the developable area to such a degree that it cannot be developed as a yardsite.

3. That the following definition replace Section 1.2. DEFINITIONS  
"FARMSTEAD" with:

"FARMSTEAD" means a parcel of land containing a developed residence and related improvements, such as barns, graineries, corrals, shops, etc. which are normally associated with a farm operation and has existed for a minimum of ten years.

4. That the following definition be added to Section 1.2. DEFINITIONS:

"NATURAL WATER COURSE" means a river, stream, lake, creek, swamp, marsh or other natural body of water marked by the shore whether it contains or conveys water continuously or intermittently. A natural water course does not include a canal, reservoir or other manmade surface feature intended to contain water for a specified use.

First reading given on the \_\_\_\_\_ day of \_\_\_\_\_, 2004.

\_\_\_\_\_  
Bill Neufeld, Reeve

\_\_\_\_\_  
Barbara Spurgeon, Executive Assistant

Second reading given on the \_\_\_\_\_ day of \_\_\_\_\_, 2004.

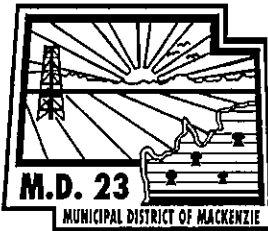
\_\_\_\_\_  
Bill Neufeld, Reeve

\_\_\_\_\_  
Barbara Spurgeon, Executive Assistant

Third reading given on the \_\_\_\_\_ day of \_\_\_\_\_, 2004.

\_\_\_\_\_  
Bill Neufeld, Reeve

\_\_\_\_\_  
Barbara Spurgeon, Executive Assistant



## M.D. of Mackenzie No. 23

### Request For Decision

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	May 4, 2004
Originated By:	Paul Driedger, Director of Planning, Enforcement Emergency Services
Title:	<b>Moratorium on Land Sale</b>
Agenda Item No:	11. e)

#### BACKGROUND / PROPOSAL:

The MD, in cooperation with Alberta Sustainable Resource Development, placed a moratorium on land sale in the Mackenzie region in November 2002 until a new Potential Land Sale Mechanism was developed. Since then, the Agricultural Land Task Force has been working with local mills, public lands, and Sustainable Resource Development (SRD) to implement a new policy that favors conventional agricultural use.

The province has rejected the draft land sale mechanism, and recently met with the Agricultural Land Task Force, along with representatives from Public Lands, Tolko and Footner to discuss the next step.

During this meeting, verbal commitment was received from both Tolko and Footner not to purchase land at the public land auctions until a Land Use Plan has been developed for this area, which will take approximately five years to finalize.

The Agricultural Land Task Force will invite Northern Alberta Development Council, Public Lands, Forestry, Sustainable Resource Development, DMI, Tolko, Footner, one representative from PAR (Precision, Aspen & Ridgeview sawmills), a representative from the energy industry, if applicable, and a representative from Alberta Professional Outfitters Society to participate in the Land Use Plan for this area.

#### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

With the commitment from both Footner and Tolko not to purchase land at public land auctions, there is no longer a need to maintain the moratorium on the sale of public land.

According to Public Lands Division, there are currently 27 quarters of land ready for sale, and 29 quarters that only need to be logged and then are also ready for sale.

Review:

Dept.

C.A.O.

COSTS / SOURCE OF FUNDING:

RECOMMENDED ACTION (by originator):

That a request be made to the Honorable Mike Cardinal, Minister of Sustainable Resource Development, to lift the moratorium on the sale of public land within the Municipal District of Mackenzie, effective immediately.

Review:	Dept.	C.A.O.
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# M.D. of Mackenzie No. 23 Council

## Request For Decision

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	May 4, 2004
Originated By:	Paul Driedger Director of Planning, Emergency and Enforcement Services
Title:	<b>Special Constable Program Letter from ASCA</b>
Agenda Item No:	11. f)

### BACKGROUND / PROPOSAL:

A letter was written to Council regarding concerns about the Special Constable Program.

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The Solicitor General Department has previously elected to ignore the recommendations for standards that the Alberta Special Constable Association recommended. The Solicitor General Department has thus decided to introduce it's own policy.

### COSTS / SOURCE OF FUNDING:

N/A

### RECOMMENDED ACTION (by originator):

### MOTION

That the letter from the Alberta Special Constable Association be dealt with through the Policing Task Force.

Review: 

Dept. ENFORCEMENT SERVICES

C.A.O. 



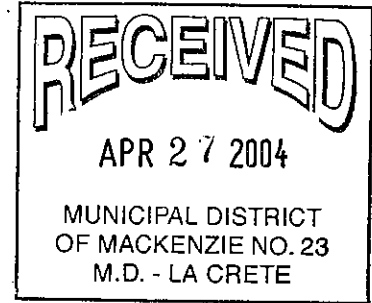
# ALBERTA SPECIAL CONSTABLE ASSOCIATION

April 2004

Attn: Reeve & Council

Dear Sir/Madam:

RE: **Special Constable Program**



On behalf of the Alberta Special Constable Association, we are contacting you about the challenges currently facing the Municipal Special Constable Program in Alberta. We are looking for your support in protecting the integrity of this unique and vital program.

Municipalities have been employing Special Constables since 1989, in response to the need for additional resources in traffic safety initiatives and bylaw enforcement. Many of our officers also provide enforcement of the *Dangerous Dog Act*, *Gaming and Liquor Act* and portions of the *Criminal Code of Canada*, relating to the enforcement of impaired driving and execution of warrants. One of the foremost concerns, raised by governments at all levels, is in respect of enforcement initiatives which target impaired drivers. The public sees this type of enforcement as imperative.

Over the past several years, the Solicitor General's Department has been reducing or restricting the authorities of Municipal Special Constables. The following is a list of some of the more poignant examples of this strategy:

- the inability to obtain expanded Criminal Code authority required for the enforcement of impaired driving offences, despite the statistical increases in impaired driving in Alberta;
- the removal of OC (*Pepper*) spray canisters from some agencies due to perceived liability issues around inadequate memorandums of understanding (MOU) rather than a lack of officer training;
- the discontinuation of joint training with the RCMP. Headquarters is citing vicarious liability for the discontinuation of joint training initiatives;
- the province wide implementation of formal traffic plans with respect to local road enforcement which requires RCMP endorsements. Under the Municipal Government Act, local government has the authority to regulate roads within its own corporate limits;
- restricted jurisdictional appointments;

It would seem that isolated problems, which should be dealt with on an individual basis, are being used as blanket justification for the restrictions being placed on the Special Constable Program as a whole.

Efforts are being made to detach any identification of law enforcement activity from the Special Constable Program. The Solicitor General Department is citing confusion to the public as one of the main reasons for this strategy. We would argue that the only confusion is at the bureaucratic level, not with the public. One must ask how the Solicitor General proposes to work with local government in protecting front line officers if the officers are restricted from dressing in recognizable enforcement uniforms, or are prevented from using recognizable patrol equipment (*vehicles, etc*). How can officers enforce legislation if the public does not recognize them as having the authority to take action?

Special Constables serve a vital role in their communities and one that is a complement to the RCMP and other policing agencies. Currently, Alberta is in a cycle of rapid growth. The province is encountering increasing challenges with managing its existing infrastructure and funding demands. Violence and crime



rates are on the rise in contrast to the number of qualified police applicants able to replace natural attrition. It would seem that now, more than ever, Albertans need as many partners in law enforcement as possible. Our primary function in local communities is one of traffic management and local legislation enforcement. Traffic safety remains a high priority for Albertans, injury, death and the rising costs of insurance premiums are causing Albertans to demand change. Despite this, the Solicitor General's Department and the RCMP seem reluctant to even consider the option of enhancing or increasing the services that these Special Constables can provide at the local level.

By improving our existing programs with a focus towards integration and inter-agency cooperation, we have the opportunity to mitigate local infrastructure concerns while having a positive impact on the rising trend towards traffic fatalities and injuries on local roadways. Currently, our program provides an overall balanced approach to traffic safety by not focusing on only the highest statistical cause, but in targeting all contributing factors common to traffic collisions. Despite our membership representing about 50% of the designated traffic officers, employed outside of a major city, our members are being restricted from arresting and detaining impaired drivers or from enforcing the zero alcohol tolerance outlined in the new graduated licensing legislation.

Many critics have attempted to discredit our members stating that we are not accountable, or have not been properly trained, or that we lack the professional standards of the larger policing services. We have been working to change these mis-conceptions by engaging in public awareness campaigns which highlight and demonstrate our officers' professionalism and commitments to the communities they serve. Many Special Constables hold post-secondary degrees, have previous policing experience and/or have been trained by larger policing agencies. The Solicitor General's Department advocates a minimal training standard for special constables. We are concerned about the minimal level that this standard represents and would advocate instead for a basic training program with continual and ongoing training requirements.

In addition, the ASCA has voluntarily adopted a set of professional standards and policies which meet the recognized standards of the large policing organizations. We have asked the Solicitor General Department to endorse these standards and implement them at a provincial level. The Solicitor General's Department has elected to ignore the recommendations and introduce its own policy manual without input from its major stakeholders – the employers and the employees of the program. It has been our understanding that this government is committed to soliciting stakeholder involvement. During the implementation process of the Traffic Safety Act, stakeholders were consulted on an ongoing and continual basis. We support this methodology and wonder why the same courtesy has not been applied to the implementation of this policy manual. As a result, we, the ASCA, cannot wholly endorse these policy amendments which are due to be distributed over the coming weeks. While we agree that the program requires consistent parameters, we feel that the stakeholders should play a key role in establishing that criteria.

As employers, you know what service your special constable program is providing within your own community. Your support for the program is evident locally and in the efforts of the AAMD & C, the AUMA, MLA Motion 503, etc. The Solicitor General and the RCMP wish to portray our program as *'Bylaw Officers who write a few too many speeding tickets'*. Such comments from the Solicitor General's Department and the RCMP serve only to undermine the valuable services that communities are receiving from the Special Constable Program. We need your voice for change.

In order for this program to remain vital and intact, it needs to continue to evolve. If our government continues to follow the current trend of the Solicitor General's Department, the Special Constable Program will become ineffective and will leave a significant gap in the local policing matrix. Without your voice, the levels of service you currently receive in your community will be reduced.

Our Association is advocating for the following changes to our program which would greatly enhance service delivery at a local level:

- appropriate training programs and equipment;
  - clear policies and procedures, which hold officers and employers accountable;
-

➤ A 'Fish and Wildlife' style of appointment;

- i. this appointment change would allow trained officers to react to situations within scope of duty or practice, which might arise in any part of the province as Peace Officers;
- ii. municipal employers would be responsible for holding their officers accountable and/or identifying primary focus areas;
- iii. officers would be able to effectively react to elements of a Criminal Code nature which might arise as a result of routine investigations, such as a traffic stop.

We offer these suggestions as a springboard to brainstorming enhanced levels and improvements to the Special Constable Program. Each of you is encouraged to take an active role in understanding the limitations and the opportunities available for maximizing your special constable program. It is important for employers to be responsible for ensuring that their officers are consistently working within geographical and lawful jurisdictions. We invite you to discuss this correspondence with your officers in an effort to create understanding and accountability.

We look forward to your support in protecting the integrity of this vital program. Should you wish to discuss the issues outlined in this document in more detail, please do not hesitate to contact any of the undersigned.

Our Executive would welcome the opportunity to provide a more detailed presentation at your request.

Respectfully,

**The ASCA Executive Team**

Faith Wood, President Ph: 403-948-8892 Ext 623, Email: [faith.wood@airdrie.ca](mailto:faith.wood@airdrie.ca)  
Bruce McKenzie, Vice President Ph: 403-742-4441, Email: [bmackenzie@stettlercounty.ca](mailto:bmackenzie@stettlercounty.ca)  
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Jayson Nelson, Treasurer Ph: 403-335-3311, Email: [mypatrol@mountainviewcounty.com](mailto:mypatrol@mountainviewcounty.com)  
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Darlene Roblin, Division Rep Ph: 403-652-2341, Email: [droblin1@shaw.ca](mailto:droblin1@shaw.ca)  
Mike Woods, Division Rep Ph: 403-782-6601, Email: [mrwoods@telusplanet.net](mailto:mrwoods@telusplanet.net)

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# M.D. of Mackenzie No. 23

## Request For Decision

Meeting:	<b>Committee of The Whole Meeting</b>
Meeting Date:	May 4, 2004
Originated By:	Paul Driedger, Director Planning, Emergency and Enforcement Services
Title:	<b>Development Permit Statistics Report January – March Comparisons (2002-2004)</b>
Agenda Item No:	11.9)

### BACKGROUND / PROPOSAL:

Following is the statistical comparisons from 2001-2003 (Jan to April).

- 2002 Development Permits 39 permits (construction value \$13,821,530.00)
- 2003 Development Permits 41 permits (construction value \$5,774,525.00)
- 2004 Development Permits 46 permits (construction value \$8,419,101.30)
  
- 2003 Subdivision Applications 2 Application
- 2004 Subdivision Applications 21 Applications

*(see attached breakdown)*

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:


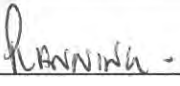

Not applicable

### COSTS / SOURCE OF FUNDING:

Not applicable

### RECOMMENDED ACTION (by originator):

For Information

Review: 	Dept. 	C.A.O. 
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**Municipal District of Mackenzie No. 23  
Year to Date Development Summary  
January to March, 2004**

<b>Development</b>	<b>Ward 1</b>	<b>Ward 2</b>	<b>Ward 3</b>	<b>Ward 4</b>	<b>Ward 5</b>	<b>Ward 6</b>	<b>Ward 7</b>	<b>Ward 8</b>	<b>Ward 9</b>	<b>Ward 10</b>	<b>Total</b>
Commercial	0	0	8	0	0	0	3	1	1	0	13
Industrial	0	0	0	0	0	0	0	0	1	14	15
Other											
Public	0	0	0	0	0	0	0	0	0	0	0
Residential	4	0	10	0	1	0	0	0	2	1	18
<b>Total</b>	<b>4</b>	<b>0</b>	<b>18</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>3</b>	<b>1</b>	<b>4</b>	<b>15</b>	<b>46</b>

<b>Development</b>	<b>Permits</b>	<b>Construction Cost</b>
Commercial	13	\$356,550.00
Industrial	15	\$6,421,299.00
Public	0	\$0.00
Residential	18	\$1,641,252.30
Other	0	\$0.00
<b>TOTALS</b>	<b>46</b>	<b>\$8,419,101.30</b>

<b>Wards</b>	<b>Construction Cost</b>
Ward 1	\$60,000.00
Ward 2	\$0.00
Ward 3	\$1,377,050.00
Ward 4	\$0.00
Ward 5	\$200,000.00
Ward 6	\$0.00
Ward 7	\$41,500.00
Ward 8	\$5,000.00
Ward 9	\$314,252.30
Ward 10	\$6,421,299.00
<b>TOTAL</b>	<b>\$8,419,101.00</b>



**Municipal District of Mackenzie No. 23  
Year to Date Development Summary  
January to March, 2003**

Development	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	Ward 6	Ward 7	Ward 8	Ward 9	Ward 10	Total
Commercial			3				3		1		7
Industrial	2		1					1	1	13	18
Other											
Public	1										1
Residential		1	6	5					1	2	15
<b>Total</b>	<b>3</b>	<b>1</b>	<b>10</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>1</b>	<b>3</b>	<b>15</b>	<b>41</b>

Development	Permits	Construction Cost
Commercial	7	\$750,500.00
Industrial	18	\$4,152,000.00
Public	1	\$250,000.00
Residential	15	\$622,025.00
Other	0	\$0.00
<b>TOTALS</b>	<b>41</b>	<b>\$5,774,525.00</b>

Wards	Construction Cost
Ward 1	\$262,000.00
Ward 2	\$0.00
Ward 3	\$1,189,025.00
Ward 4	\$187,000.00
Ward 5	\$810,500.00
Ward 6	\$0.00
Ward 7	\$0.00
Ward 8	\$100,000.00
Ward 9	\$0.00
Ward 10	\$4,036,000.00
<b>TOTAL</b>	<b>\$5,774,525.00</b>



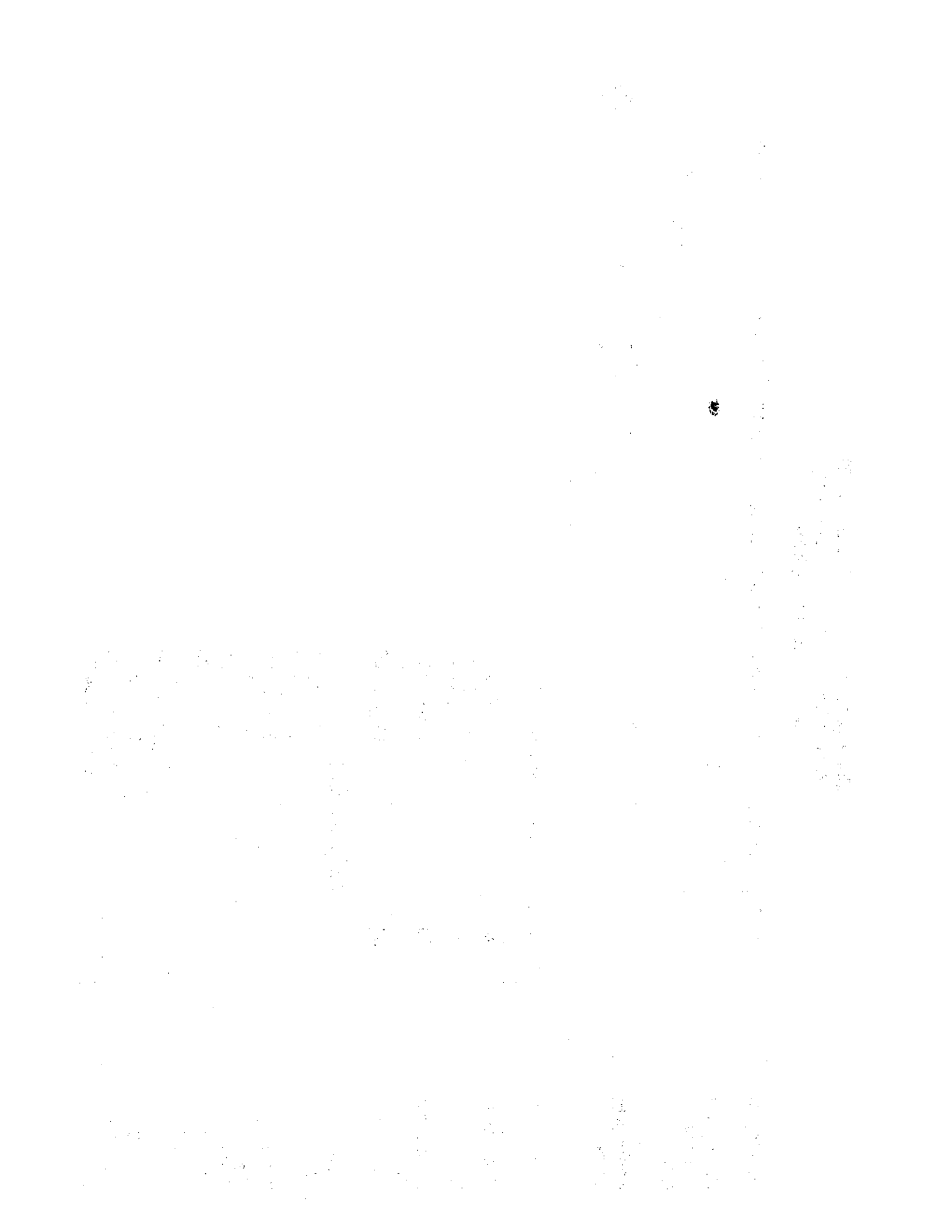
**Municipal District of Mackenzie No. 23  
Year to Date Development Summary  
January to March, 2002**

Development	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	Ward 6	Ward 7	Ward 8	Ward 9	Ward 10	Total
Commercial		1	2		2		2		1		8
Industrial				1					1	5	7
Other											0
Public					1						1
Residential	1	1	6	6	2		2	2	3		23
<b>Total</b>	<b>1</b>	<b>2</b>	<b>8</b>	<b>7</b>	<b>5</b>		<b>4</b>	<b>2</b>	<b>5</b>	<b>5</b>	<b>39</b>

Development	Permits	Construction Cost
Commercial	8	\$475,000.00
Industrial	7	\$11,510,530.00
Public	1	\$20,000.00
Residential	23	\$1,816,000.00
Other		\$0.00
<b>TOTALS</b>	<b>39</b>	<b>\$13,821,530.00</b>

Wards	Construction Cost
Ward 1	\$30,000.00
Ward 2	\$20,000.00
Ward 3	\$556,000.00
Ward 4	\$1,862,000.00
Ward 5	\$239,000.00
Ward 6	\$0.00
Ward 7	\$214,000.00
Ward 8	\$160,000.00
Ward 9	\$830,000.00
Ward 10	\$9,910,530.00
<b>TOTAL</b>	<b>\$13,821,530.00</b>









# Planning, Emergency and Enforcement Services

(11. h)

## Director's Report

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### ADMINISTRATION

- Attended the Team Building workshop at Fort Vermilion.
- Started with First Aid/CPR training for our staff.
- Attended meetings with developers and new home owners on new Safety Code requirements and inspection services.
- Attended ratepayers meetings in La Crete and Fort Vermilion.

### PLANNING

- The department is working well with the re-organization structure. Customer service is more efficient as the staff is becoming more familiar with the process and regulations.
- *Subdivision Activity*
  - We are still trying to streamline the process and eliminate any hold-ups for customers.
- *Development Activity*
  - It is starting to get busy with residential development.
  - We are reviewing the safety code permit process to develop a more accurate fee structure.
  - Meetings with developers regarding proposed development for 2004.
- *Community Planning*
  - Hosted a Community Meeting in La Crete to review the proposed area structure plan and redistricting concepts.
- *Development Task Force*
  - Met with developers in La Crete to review the proposed area structure plan and redistricting concepts.
- *Ag Land Task Force*
  - Meeting was held to discuss:
    - the moratorium on public land sales, and
    - the purchase of private land by industry



## EMERGENCY SERVICES

- *Fire Services*
    - Fire Mutual Aid Agreement
      - Entered into agreement with Alberta Sustainable Resource Development (forestry) on the procedures when responding to fire calls.
    - Attended NW Fire Chiefs conference in Peace River
  
  - *Fire Services Task Force*
    - Met to discuss the regional hazmat unit operating guidelines, Bluehills community group proposal and fire service training.
    - The Task Force met with the Bluehills community group to discuss the municipal “levels of fire service” policy as well as their proposal. The group was very receptive to working in conjunction with La Crete Fire Service to provide an enhanced level of service to the Bluehills community.
  
  - *Ambulance Services*
    - Established a Ambulance Services task Force
      - Drafted “terms of reference” for the Task Force
    - Attended the Alberta Ambulance Operators Association Conference
      - The Asst. Deputy Minister announced the process of the transition of ground ambulance from municipal to health authority.
        - Implementation of plans for 2004-2005
        - Transition to be effective April 1, 2005
    - Finalizing the contract between MD23 and Aeromedical for providing Emergency Medical Services in High Level rural/Fort Vermilion and area with the increase in funding approved by Council.
  
  - *Municipal Emergency Plan*
    - FV community meeting to review our MEP Flood Management Plan.
      - Copies of the plan were distributed to community members and agencies.
    - Updated the flood response section of the Plan.
    - Municipal Agency meeting was held to review the MEP Flood Management Plan and the current status of the River Breakup.
  
  - *Communications*
    - We have converted the cellular communications to MIKE communications for the operational department.
-



- The MIKE system is working very well.
- We will be converting the emergency services to the MIKE system within the next few weeks.

## **ENFORCEMENT SERVICES**

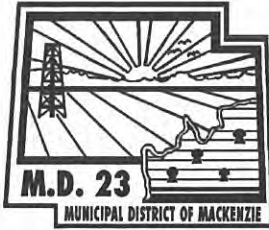
- *Policing Task Force*
  - Task Force met to discuss the content for the formal response to the RCMP following our previous meetings with the RCMP and to review our municipal Special Constable Program.

Respectfully submitted,

Paul Driedger







# M.D. of Mackenzie No. 23

## Request For Decision

Meeting:	Regular Council Meeting
Meeting Date:	May 4, 2004
Originated By:	Bill Landiuk, Director of Corporate Services
Title:	2004 Tax Bylaw – 432/04
Agenda Item No:	12. a)

### BACKGROUND / PROPOSAL:

Council must pass a property tax bylaw annually pursuant to Section 353 of the MGA. The municipal tax rates listed below are based on Council's desire to maintain the same rates as last year.

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

This tax bylaw uses the following municipal tax rates:

	<u>2004</u>	<u>2003</u>
Farmland	7.125	7.125
Residential	6.750	6.750
Non-residential	10.500	10.500

The Bylaw also includes rates for requisitions from Alberta Learning (school) and Mackenzie Housing (senior's lodge). The 2004 requisitions before any adjustments were as follows:

	<u>2004</u>	<u>2003</u>	<u>inc/(dec)</u>	<u>%</u>
School	\$6,490,221	\$6,184,601	\$305,620	4.9%
Senior's Lodge	325,093	337,394	(12,301)	(3.6%)

### **Alberta Learning - School**

1. Over/under calculations for 2003 and a portion related to a 1998 adjustment increase the school total. The amounts for school purposes is as follows:

School (base amount)	\$6,490,221
2003 Over/Under	67,574
1998 Adjustment	<u>102,459</u>
Total 2004	\$6,660,254

Review: *Bh*

Dept.

C.A.O. *(Signature)*



An increase of \$475,653 or 7.7% for school requisition. However from a tax rate point of view the increases are softened because of the assessment growth. The school tax rates are as follows:

	<u>Rate 2004</u>	<u>Rate 2003</u>	<u>% inc/(dec)</u>
Residential/Farmland	4.426	4.477	(1.2%)
Non-residential	6.972	6.726	3.7%

Please note the 1998 adjustment listed above is allocated to the non-residential category (see the tax bylaw for more details).

### Senior's Lodge

2. A decrease requisition request as compared to last year, with a negative over/under amount, as well as assessment growth gives a decrease in the rate by over 10.6% for senior's lodge.

Senior's lodge (base amount)	\$325,093
2003 over/under	<u>(2,201)</u>
Total 2004	\$322,892

	<u>Rate 2004</u>	<u>Rate 2003</u>	<u>% inc/(dec)</u>
Senior's Lodge	2.17	2.40	(10.6%)

Note: An over/under levy relates to the MD collecting more or less school and lodge requisitions in any given year. When this happens we carry this over to the next year and adjust the applicable tax rate up or down depending on the circumstance.

### COSTS / SOURCE OF FUNDING:

N/A

### RECOMMENDED ACTION (by originator):

Motion 1: Requires 2/3

First reading be given to Bylaw 432/04 to set the 2004 tax rates for the Municipal District of Mackenzie No. 23.

Motion 2: Requires 2/3

Review:	Dept.	C.A.O.
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Second reading be given to Bylaw 432/04 to set the 2004 tax rates for the Municipal District of Mackenzie No. 23

Motion 3: Requires Unanimous

That consideration be given to allow to go third reading for Bylaw 432/04 to set the 2004 tax rates for the Municipal District of Mackenzie No. 23.

Motion 4: Requires 2/3

Third reading be given to Bylaw 432/04 to set the 2004 tax rates for the Municipal District of Mackenzie No. 23.

Review:	Dept.	C.A.O.
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**BYLAW NO. 432/04**

**BEING A BYLAW OF THE  
MUNICIPAL DISTRICT OF MACKENZIE NO. 23  
IN THE PROVINCE OF ALBERTA**

**TO AUTHORIZE THE RATES OF TAXATION TO BE  
LEVIED AGAINST ASSESSABLE PROPERTY WITHIN THE  
MUNICIPAL DISTRICT OF MACKENZIE NO. 23  
FOR THE 2004 TAXATION YEAR**

**WHEREAS** the Municipal District of Mackenzie No. 23 in the province of Alberta, has prepared and adopted detailed estimates of the municipal revenue and expenditures as required, at the Council meeting held on April 20, 2004; and

**WHEREAS** the estimated municipal expenditures for capital and operating and transfers including requisitions set out in the budget for the Municipal District of Mackenzie No. 23 for 2004 total **\$24,574,642.00** ; and

**WHEREAS** the estimated municipal revenues and transfers from all sources other than taxation is estimated at **\$2,972,107.00** and the balance of **\$21,602,535.00** is to be raised by general municipal taxation; and

**WHEREAS**, the requisitions are:

**Alberta School Foundation Fund Requisition:**

	<b>Base</b>	<b>Over/Under Levy</b>	<b>1998 Adjustment</b>	<b>Total</b>
Residential and Farmland	\$1,085,643.33	6,705.51	-	\$1,092,348.84
Non-Residential	5,398,877.88	60,813.39	102,458.50	5,562,149.77
<b>Sub – Total</b>	<b>\$6,484,521.21</b>	<b>67,518.90</b>	<b>102,458.50</b>	<b>6,654,498.61</b>

**Opted Out School Board:**

Residential and Farmland	4,885.69	30.18	-	4,915.87
Non-Residential	814.32	24.63	-	838.95
<b>Sub - Total</b>	<b>\$5,700.01</b>	<b>54.81</b>		<b>5,754.82</b>

**Total School Requisitions** \$6,490,221.22    67,573.71    102,458.50    \$6,660,253.43

**Lodge Requisition:**

**Total**                      \$325,092.56    ( 2,201.36)                      \$322,891.20



**WHEREAS** the Council of the Municipal District of Mackenzie No. 23 is required each year to levy on the assessed value of all property, tax rates sufficient to meet the estimated expenditures and the requisitions; and

**WHEREAS** the Council is authorized to classify assessed property, and to establish different rates of taxation in respect to each class of property, subject to the Municipal Government Act (MGA), Revised Statutes of Alberta, 2000, Chapter M-26; and

**WHEREAS** the assessed value of all property in the Municipal District of Mackenzie No. 23 for school requisition and municipal purposes as shown on the assessment roll is:

**Assessment:**

Residential	\$213,178,560
Farmland	36,302,440
Non-Residential	<u>1,240,403,570</u>
<b>Total</b>	<b>\$1,489,884,570</b>

**NOW THEREFORE** under the authority of the Municipal Government Act, the Council of Municipal District of Mackenzie No. 23, in the Province of Alberta, enacts as follows:

1. That the Chief Administrative Officer is hereby authorized and directed to levy the following rates of taxation on the assessed value of all property as shown on the assessment roll of the Municipal District of Mackenzie No. 23.

<b><u>General Municipal</u></b>	<b><u>Tax Levy</u></b>	<b><u>Assessment</u></b>	<b><u>Tax Rate</u></b>
Residential	\$1,438,955.28	\$213,178,560	0.006750
Farmland	258,654.89	36,302,440	0.007125
Non-Residential	13,024,237.49	1,240,403,570	0.010500
<b>Total</b>	<b>\$14,721,847.66</b>	<b>\$1,489,884,570</b>	

<b><u>Alberta School Foundation Fund</u></b>	<b><u>Tax Levy</u></b>	<b><u>Taxable Assessment</u></b>	<b><u>Tax Rate</u></b>
Residential and Farmland	\$1,092,348.84	\$246,791,590	0.004426
Non-Residential	5,562,149.77	797,775,150	0.006972
<b><u>Opted Out School</u></b>			
Residential and Farmland	4,915.87	1,110,630	0.004426
Non-Residential	838.95	120,330	0.006972
<b><u>Exempt</u></b>			
Machinery & Equipment 100%	0.00	394,524,370	0.000000
Seniors Self Contain 100%	0.00	1,624,560	0.000000
Electric Power Generation 100%	0.00	48,135,370	0.000000
<b>Total</b>	<b>\$6,660,253.43</b>	<b>\$1,414,176,060</b>	

<b><u>Lodge Requisition</u></b>	<b><u>Tax Levy</u></b>	<b><u>Assessment</u></b>	<b><u>Tax Rate</u></b>
<b>Total</b>	<b>\$322,891.20</b>	<b>\$1,489,884,570</b>	<b>0.000217</b>

2. That this bylaw shall take effect on the date of the third and final reading.

First Reading given on the \_\_\_\_\_ day of \_\_\_\_\_, 2004.

\_\_\_\_\_  
Bill Neufeld, Reeve

\_\_\_\_\_  
Barbara Spurgeon, Executive Assistant

Second Reading given on the \_\_\_\_\_ day of \_\_\_\_\_, 2004.

\_\_\_\_\_  
Bill Neufeld, Reeve

\_\_\_\_\_  
Barbara Spurgeon, Executive Assistant

Third Reading and Assent given on the \_\_\_\_\_ day of \_\_\_\_\_, 2004.

\_\_\_\_\_  
Bill Neufeld, Reeve

\_\_\_\_\_  
Barbara Spurgeon, Executive Assistant



## M.D. of Mackenzie No. 23

### Request For Decision

Meeting:	Regular Council Meeting
Meeting Date:	May 4, 2004
Originated By:	Bill Landiuk, Director of Corporate Services
Title:	By-Law 437/04 Debenture Borrowing for the La Crete Water Treatment Facility
Agenda Item No:	12. b)

#### BACKGROUND / PROPOSAL:

Council has approved in the 2004 capital budget the La Crete water treatment facility at a cost estimated at approximately \$10,500,000. Part of the financing is an Alberta Transportation grant of \$6,400,000 that is anticipated to be received in 2005 and a debenture to finance the remaining costs (\$4,100,000).

#### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Administration has drafted Bylaw 437/04 to authorize the capital borrowing from the Alberta Capital Finance Authority. The debenture is for a 10-year period, with the interest rate not to exceed 10% per annum.

Administration will be advertising this bylaw pursuant to section 251 of the MGA.

In addition, please note that this is the maximum amount that is needed to borrow to fund the MD portion of the project. Administration will be coming forward with further recommendations to reduce this amount by way of using of some of our existing general capital reserve and possibly general operating reserve.

As Council is aware we will be using some of these reserves to fund the 94<sup>th</sup> avenue water/sewer project. Once Administration has the final figures for the project costs and the amounts funded from these reserves we can then make a recommendation on the amounts that can go towards the new La Crete Water Treatment Facility. Our current guesstimate is we should be able to fund at least \$1,000,000.

#### SOURCE OF FUNDING:

2004 Capital Budget - Alberta Capital Finance Authority

#### RECOMMENDED ACTION (by originator):

Review: 	Dept.	C.A.O. 
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Motion: Requires 2/3

That first reading be given to Bylaw 437/04, which authorizes the capital borrowing from the Alberta Capital Finance Authority to fund the La Crete Water Treatment Facility.

Review:

Dept.

C.A.O.

**BY-LAW NO. 437/04**

**BEING A BY-LAW OF THE  
MUNICIPAL DISTRICT OF MACKENZIE No. 23  
IN THE PROVINCE OF ALBERTA**

**TO AUTHORIZE CAPITAL PROPERTY BORROWING  
FOR THE CONSTRUCTION OF THE LA CRETE WATER TREATMENT PLANT**

**WHEREAS**, the Council of the Municipal District of Mackenzie No. 23 deems it necessary to borrow to a maximum of Four Million and 100 Hundred Thousand Dollars (\$4,100,000) for a period of ten (10) years in order to finance capital expenditures; and

**WHEREAS**, plans, specifications and estimates for such work have been made by DCL Seimens, whereby the total cost of the said project is Ten Million and Five Hundred Thousand Dollars ( \$10,500,000); and

**WHEREAS**, in order to construct and complete the said projects, it will be necessary to borrow the sum of Four Million and One Hundred Thousand Dollars (\$4,100,000) on the credit of the Municipal District of Mackenzie No. 23 as herein provided; and

**WHEREAS**, a grant is anticipated to be provided from Alberta Transportation in the amount of Six Million and Four Hundred Thousand Dollars (\$6,400,000); and

**WHEREAS**, the said indebtedness is to be repaid over a period of ten (10) years in annual installments, with interest not exceeding ten per centum (10 %), or the interest rate fixed from time to time by the Alberta Capital Finance Authority, per annum, payable annually; and

**WHEREAS**, the amount of the equalized assessment in the municipality, as last determined and fixed by the Assessment Equalization Board is \$1,433,763,616 calculated at 100% fair actual value; and

**WHEREAS**, the amount of the existing debenture debt of the Municipal District of Mackenzie No. 23 at December 31, 2003, is \$4,492,594 no part of which is in arrears; and

**WHEREAS**, the estimated lifetime of the project is 25 years;

**NOW THEREFORE, COUNCIL OF THE** Municipal District of Mackenzie No. 23, in the Province of Alberta, duly assembled, enacts as follows:

1. That the Council of the Municipal District of Mackenzie No. 23 is hereby empowered and authorized to enter into contracts for the purpose of the construction of the La Crete Water Treatment facility.
2. That for the purpose aforesaid, the sum of Four Million and One Hundred Thousand Dollars (\$4,100,000) be borrowed by way of debenture on the credit and security of the Municipal District of Mackenzie No. 23.



3. The debentures to be issued under this bylaw shall not exceed the sum of Four Million and One Thousand Dollars (\$4,100,000), and may be in any denomination not exceeding the amount authorized by this bylaw and shall be dated having regard to the date of the borrowing.
4. The debentures shall be issued in such manner that the principal and interest will be combined and be made payable in, as nearly as possible, equal annual installments over a period of ten (10) years.
5. The debentures shall be payable in lawful money of Canada at the ATB Financial in the Hamlet of Fort Vermilion or at such other bank or financial institution as the Council may authorize as its banking agency during the currency of the debentures.
6. The Chief Administrative Officer or his designate, and Reeve of the Municipal District of Mackenzie No. 23 shall authorize such bank or financial institution to make payments to the holder of the debentures, on such date and in such amounts as specified in the repayment schedule forming part of each debenture.
7. The said debentures shall be signed by the Chief Administrative Officer or his designate, and Reeve of the Municipal District of Mackenzie No. 23 and the Executive Assistant shall affix thereto the corporate seal of the Municipal District of Mackenzie No. 23.
8. There shall be levied and raised in each year of the currency of the debentures hereby authorized, by a rate or rates sufficient therefore, on the assessed value of all lands and improvements shown on the assessment roll, and annual tax sufficient to pay the principal and interest falling due in such year on such debentures. The said rates and taxes are collectible at the same time and in the same manner as other rates and taxes
9. The net amount realized by the issue and sale of debentures issued under this bylaw shall be applied only for the purposes for which the indebtedness was created.
10. All required approvals for the project have been obtained and the project is in compliance with all acts and regulations of the Province of Alberta

First Reading given on the \_\_\_\_\_ day of \_\_\_\_\_, 2004

\_\_\_\_\_  
Bill Neufeld, Reeve

\_\_\_\_\_  
Barb Spurgeon, Executive Assistant

Second Reading given on the \_\_\_\_\_ day of \_\_\_\_\_ 2004

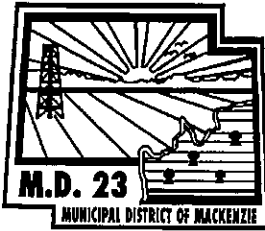
\_\_\_\_\_  
Bill Neufeld, Reeve

\_\_\_\_\_  
Barb Spurgeon, Executive Assistant

Third Reading and Assent given on the \_\_\_\_\_ day of \_\_\_\_\_, 2004

\_\_\_\_\_  
Bill Neufeld, Reeve

\_\_\_\_\_  
Barb Spurgeon, Executive Assistant



## M.D. of Mackenzie No. 23

### Request For Decision

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	May 4, 2004
Originated By:	Barb Spurgeon, Executive Assistant
Title:	Bylaw 443/04 – Procedural Bylaw
Agenda Item No:	12.c)

#### BACKGROUND / PROPOSAL:

Bylaw 443/04 is similar to Bylaw 335/02 with changes to better define procedures on meeting agenda additions. There was a need to better define the procedures on additions made to the agenda.

#### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The change is highlighted in the attachment and includes a change to how additions to the agenda will be processed. The amendment allows additions to be made by regular majority motion, however any actions arising out of an agenda addition requires the unanimous consent of Council, with the exception of a tabling motion or a motion receiving it as information.

#### COSTS / SOURCE OF FUNDING:

Not applicable

#### RECOMMENDED ACTION (by originator):

##### **Motion 1**

That first reading be given to Bylaw 443/04, being a bylaw to provide the organizational and procedural matters of Council, Council Committees and Councillors.

##### **Motion 2**

That second reading be given to Bylaw 443/04, being a bylaw to provide the organizational and procedural matters of Council, Council Committees and Councillors

##### **Motion 3**

That consideration be given to go to third reading of Bylaw 443/04, being a bylaw to provide the organizational and procedural matters of Council, Council Committees and Councillors

##### **Motion 4**

That third reading be given to Bylaw 443/04, being a bylaw to provide the organizational and procedural matters of Council, Council Committees and Councillors.

Review:

Dept.

C.A.O.

**BYLAW NO. 335/02443/04**

**BEING A BY-LAW OF THE  
MUNICIPAL DISTRICT OF MACKENZIE No. 23  
IN THE PROVINCE OF ALBERTA**

**TO PROVIDE THE ORGANIZATIONAL AND PROCEDURAL MATTERS OF  
COUNCIL , COUNCIL COMMITTEES AND COUNCILLORS**

**WHEREAS**, the Municipal Government Act, Being Chapter M-26.1 of the Revised Statutes of Alberta, 1994~~2000~~, hereinafter referred to as the "M.G.A." provides for the establishment of Council committees and other bodies, procedure and conduct of Council, Council committees and other bodies established by Council and the conduct of Councillors and members of Council committees and other bodies established by Council; and

**WHEREAS**, the M.G.A. provides for organizational and procedural matters of Council, Council committees and Councillors.

**NOW THEREFORE**, the Council of the Municipal District of Mackenzie No. 23, duly assembled, enacts as follows:

**Code of Ethics**

The proper operation of democratic local government requires that elected officials be independent, impartial and duly responsible to the people.

To this end it is imperative that:

- a) Government decisions and policy be made through the proper channels of government structure.
- b) Public office not be used for personal gain.
- c) The public have confidence in the integrity of its government.

Accordingly, it is the purpose of these guidelines of conduct to outline certain basic rules for Municipal District of Mackenzie No. 23 Council so that they may carry out their duties with impartiality and equality of services to all, recognizing that the basic functions of elected local government officials are, at all times, services to their community and the public.

To further these objectives, certain ethical principles should govern the conduct of Municipal District of Mackenzie No. 23 Council in order that

they shall maintain the highest standards of conduct in public office and faithfully discharge the duties of office without fear or favour.

Councillors shall:

1. Govern their conduct in accordance with the requirements and obligations set out in the municipal legislation of the Province of Alberta.
2. Not use confidential information for personal profit of themselves or any other person.
3. Not communicate confidential information to anyone not entitled to receive the applicable confidential information.
4. Not use their position to secure special privileges, favours, or exemptions for themselves or any other person.
5. Preserve the integrity and impartiality of Council.
6. For a period of twelve (12) months after leaving office, abide by the ethical standards of conduct listed above, except those related to confidential information which shall apply in perpetuity.
7. Not assume that any unethical activities (not covered by or specifically prohibited by these ethical guidelines of conduct, or by any legislation) will be condoned.

#### **Municipal Office**

101. In accordance with the M.G.A., the main municipal office shall be the administration office located at Fort Vermilion, Alberta.

#### **Chief and Deputy Chief Elected Official**

201. In accordance with the M.G.A., the chief elected official shall have the title of Reeve and the deputy chief elected official shall have the title of Deputy Reeve.
202. Annually, at the organizational meeting of Council, Council shall elect the Reeve and the Deputy Reeve.

#### **Meetings of Council**

##### ***Organizational Meetings***

301. The organizational meeting of Council shall be held on the fourth Wednesday of October in each year commencing at 10:00 a.m. in Fort Vermilion. Any changes in the date, time and location may be

made at a regular Council meeting at least four weeks in advance and must be advertised.

### ***Regular Meetings***

302. The dates, times, and place of regular meetings of Council shall be established at the Organizational meeting annually and may be amended by motion at any time.
303. The Chief Administrative Officer shall record the time of arrival and departure of Council members at meetings should a member of Council arrive late at a meeting or depart prior to the completion of the meeting.
304. If a quorum is not present within thirty minutes after the time fixed for regular or special meetings, the Chief Administrative Officer shall record the names of the members present, and the Council shall stand adjourned until the next regular or special meeting.
305. In the case that the Reeve and Deputy Reeve is not in attendance within thirty minutes after the hour appointed for a meeting and a quorum is present, the Chief Administrative Officer shall call the meeting to order and a Chairman shall be chosen by the Councillors present who shall preside during the meeting until the arrival of the Reeve or Deputy Reeve.

### **Electronic Communication System Meetings**

401. Council meetings may be conducted by means of electronic communication systems provided the facilities allow all councillors at the meeting to participate and to hear the discussion by all other participants at the meeting.
402. A Councillor participating in a meeting described in section 401 will be considered to have voted in the affirmative unless that councillor voices a negative vote on the motion.
403. A councillor participating in a meeting described in section 401 is considered to be present at the meeting and will be recorded in the minutes as being present via electronic communication.

### **Conduct of Meetings**

501. Every delegate to a regular Council meeting, and each member of Council shall address the chair but shall not speak until recognized by the chair.
502. The Reeve or other presiding officer may, upon request of a member of Council, authorize a person in the public gallery to address Council, only on the topic being debated at that time in the meeting and within time limits specified by the Reeve or other presiding officers.
503. A motion may be withdrawn by the mover at any time before voting.
504. The following motions are not debatable.
  - a) Adjournment.
  - b) Take a Recess.
  - c) Question of Privilege.
  - d) Point of Order.
  - e) Limit Debate on the Matter before Council.
  - f) Division of a Question.
  - g) Table the Matter to Another Meeting.
505. Where a question under consideration contains distinct propositions, the vote upon each proposition shall be taken separately when any member so requests or when the Reeve or other presiding officer so directs.
506. Whenever the Reeve or other presiding officer is of the opinion that a motion is contrary to the rules and privileges of the Council or Council Committee, he shall appraise the member thereof immediately, before putting the question, and shall cite the rule or authority applicable to the case without argument or comment, unless otherwise decided by a two-thirds majority vote of the members present.
507. In all cases not provided for in the proceedings of the Council and Council Committee, the "Revised Roberts Rule of Order" shall be followed and in such cases the decision of the Reeve or other presiding officer shall be final and accepted without debate.

### **Delegations**

601. A person or a representative of any delegation or group of persons who wishes to bring any matter to the attention of the Council or who wishes to have any matter considered by the Council shall address a letter or other communication to the Council outlining the subject to be discussed. The letter shall be typewritten or legibly written, signed by the correct name of the writer, delivered or mailed to the office of the Chief Administrative Officer so that it arrives at least at 4:30 o'clock in the afternoon seven calendar days immediately preceding the meeting at which it is to be presented, and it shall contain the full mailing address of the writer. If he or she wishes to appear before Council it shall be so stated in the letter.
602. Delegations shall be granted a maximum of fifteen (15) minutes to present the matter outlined in their letter. Where the Reeve or other presiding officer determines that additional time shall be granted to a delegation, additional time shall be granted in the length specified by the Reeve or other presiding officer.
603. Notwithstanding Section 602, where the Reeve or other presiding officer determines that sufficient time has been granted to a delegation to present the matter outlined in their letter, the Reeve or other presiding officer may limit the length of time granted to the delegation.
604. Delegations who have not submitted a letter in accordance with Section 601 may be granted by the Reeve or other presiding officer a maximum of 15 minutes to outline the matter they wish to present to Council, and following that outline, the Reeve or other presiding officer shall determine if the delegation is to be granted time under Sections 602 and 603 to present the matter outlined.

### **Agenda and Order of Meetings**

701. Prior to each regular meeting, the Chief Administrative Officer shall prepare a statement of the order of business to be known as the "Agenda" of all business to be brought before the Council at the regular meeting.
702. To enable the Chief Administrative Officer to prepare a proper agenda, all documents and notice of delegations intended to be submitted to the Council shall be submitted to the Chief



Administrative Officer not later than 4:30 p.m., seven calendar days before the regular meeting.

703. Additions placed on the agenda at the meeting shall be discouraged, however if ~~an addition may~~ must be made to the agenda with a simple majority consent of Councillors present. Actions resulting from the agenda additions require the addition shall be for discussion only. No additions shall be made to the regular Council meeting agenda that require action, unless unanimous consent is given by those Councillors present. Exceptions to actions requiring unanimous consent are a tabling motion or that the agenda item be received as information.
704. The Chief Administrative Officer shall, to the best of his ability, place at the disposal of each member of Council, a copy of the agenda and all supporting materials not later than 4:30 p.m., four calendar days before the regular meeting.
705. The only exception to Section 704 shall be "in camera" issues, which shall be distributed at the Council meeting and shall be returned to the Chief Administrative Officer immediately after the Council meeting. Large volume documentation supporting "in camera" issues may be distributed to Council prior to the Council meeting.
706. Motions of Council or Council Committees do not require a seconder.
707. Prior to each regular Council meeting, Council may conduct a Committee of the Whole meeting. The Committee of the Whole meeting provides Council with an opportunity to discuss issues before they are brought to the table in the form of a Motion.

#### **Individual Recording of Council Proceedings**

801. No person shall, unless a two thirds majority consent of Council is given, record the proceedings of Council through tape recorder, video camera, or other devices. This provision does not apply to the preparation of the minutes of the Council meetings by the Chief Administrative Officer or the designate of the Chief Administrative Officer.

#### **Council Committees and Boards**

901. Standing Committees shall be established by Council from time to time and shall be governed by the Terms of Reference adopted by Council.
902. Members of any M.D. of Mackenzie Committees or Boards that have legal decision making powers shall vote on all matters entertained by that Committee or Board.
903. Where a Committee or Board member fails to comply with Section 902 that member shall be automatically disqualified.

**General**

1001. By-law No. ~~294/02~~ 443/04 and all amendments thereto are hereby repealed.

First Reading given on the \_\_\_\_\_ day of \_\_\_\_\_ 2004.

\_\_\_\_\_  
Bill Neufeld, Reeve

\_\_\_\_\_  
Barb Spurgeon,  
Executive Assistant

Second Reading given on the \_\_\_\_\_ day of \_\_\_\_\_ 2004.

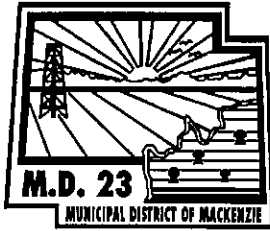
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Bill Neufeld, Reeve

\_\_\_\_\_  
Barb Spurgeon,  
Executive Assistant

Third Reading and Assent given on the \_\_\_\_\_ day of \_\_\_\_\_ 2004.

\_\_\_\_\_  
Bill Neufeld, Reeve

\_\_\_\_\_  
Barb Spurgeon,  
Executive Assistant



## M.D. of Mackenzie No. 23

### Request For Decision

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	May 4, 2004
Originated By:	Barb Spurgeon, Executive Assistant
Title:	Strategic Planning
Agenda Item No:	12.d)

#### BACKGROUND / PROPOSAL:

Council members at the April 14, 2004 working session reviewed and updated the strategic plan, which was developed about three years ago.

#### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The group held a general discussion on strategic planning and several questions arose from the discussion.

1. When should we hold the strategic planning session - before or after the election? The advantage of holding it prior to election is to ensure continuity of the existing plan and Council priorities. The advantage to after the election is that new ideas may be brought forward and there may be new priorities identified.
2. Should the strategic planning session be facilitated by someone inside the organization or by someone outside the organization? The advantages of having someone inside the organization facilitate is that they know the issues and the priorities of Council. The advantage of having an outside facilitator ensures there is an unbiased approach to strategic planning.

#### COSTS / SOURCE OF FUNDING:

#### RECOMMENDED ACTION (by originator):

That the 2004 strategic planning session be held after the fall election with an outside facilitator.

**MUNICIPAL DISTRICT OF MACKENZIE NO. 23**  
**Briefing Notes**  
**Wednesday, April 14, 2004**  
**10:00 a.m.**

**Council Chambers, Municipal District of Mackenzie Office**  
**Fort Vermilion, Alberta**

<b><u>PRESENT:</u></b>	Bill Neufeld	Reeve
	John W. Driedger	Councillor
	Odell Flett	Councillor
	Greg Newman	Councillor
	Pat Kulscar	Councillor

<b><u>ALSO PRESENT:</u></b>	Harvey Prockiw	Chief Administrative Officer
	Barb Spurgeon	Executive Assistant

Briefing Notes of the working session held on Wednesday April 14, 2004 in the Council Chambers of the Municipal District of Mackenzie office, Fort Vermilion, Alberta.

**BUSINESS:**

**Review of Strategic Plan**

The Strategic Plan was reviewed and updated. A general discussion was held on having a full strategic planning session to set the direction for the next few years. Several questions arose and it was decided to take the following questions to Council for decision.

**Question: Should the Strategic Planning Session be held before elections or after?**

- Holding it before would ensure continuity of existing plan
- Holding it after elections would bring new ideas and perhaps new priorities

**Question: Should the Strategic Planning Session be facilitated by a staff member(s) or should an outside facilitator be contracted to facilitate?**

- Inside facilitator – understands the particular issues but may also have biases of their own.
- Outside facilitator – Would bring no biases to the table and would be neutral and not influence Council in any direction.

These questions will be brought forward to full Council.

### **Cambridge Strategies – Delegation**

Reeve Neufeld welcomed Ken Chapman from Cambridge Strategies and Mike Osborne from Mackenzie Economic Development Corporation to the working group at 11:30 a.m.

Ken Chapman introduced himself and explained what he was doing and why. He advised that there are some political issues going on that will have significant implications for Alberta's north. He was commissioned by Minister Calahassen to do a study for government to better understand the north and their unique needs. Ken Chapman advised that the northern development side has previously been ignored by the provincial government, while most of the revenue comes from the north.

Ken Chapman advised that there were 4 main policy decisions that will have an impact on the North:

1. Rural Development Strategy
2. Value added Strategy
3. International Strategy, and
4. 20 Year Business Plan Strategy

The first is the Northern Development Strategy. He advised while most of the growth and investment is in the north there is little being done to support development. There will be a population shift to the north in time. He stated the true diversity of the north is not well understood in government and the strengths and weaknesses are different from other parts of the province. The provincial government need to understand this in order to help "kick-start" the development.

Council and Administration gave him several example of decisions made by government that has not benefited the north.

- Amalgamation of the RHA's
- RCMP staffing
- Amalgamation of Children's Services
- Mosquito Control

The group discussed per capita funding does not meet needs of the north and what is needed is a baseline funding to provide basic services. Ken Chapman noted that centralization is administratively easier for government, but it doesn't meet the needs of the north.

Ken Chapman advised that outcomes are now the new measurement tools of the government. However due to different culture and different needs the basic template doesn't work for the north. There must be a minimal level of service for the north.

Ken Chapman advised the north is a strategic asset to the province and there will be fresh cash for communities to identify the needed outcomes. A discussion was held on the paving of Highway 88. Ken Chapman suggested we look at the value added, and the effects on environmental issues, bio-diversity, forestry and water. He believes other areas will support the paving if they understand what advantage it will be to them. (i.e Tourism)  
Ken Chapman suggested when lobbying the provincial government for projects that while facts are important, narratives are better as people are able to picture things better.

A general discussion was held on Bill 17 and the Intensive Livestock Operations. Harvey Prockiw explained the current situation and Ken Chapman suggested the MD may want to challenge the Bill.

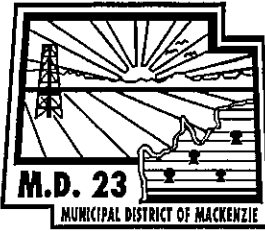
#### Lobbying

Ken Chapman has been involved in lobbying and a general discussion was held on the subject of lobbying. He explained that a lobbyist can't make miracles happen, they can ensure the right information is given to the right people in the right ways. He stated it is important to define the results you want to achieve and define the timing. He further noted that in order for the MD to be successful at lobbying we must first spend time building relationships with people in the position to help us. The last helpful hint is to remember that "Rationality never trumps emotion" which means remember to tell stories that people can relate to" and that "discussion is more important than the topic" which means to keep building relationships and use every opportunity to inform people/politicians about our needs.

Reeve Neufeld thanked Ken Chapman from Cambridge Strategies.

#### **ADJOURNMENT: 4. a) Adjournment**

The working group adjourned at 2:30 p.m.



## M.D. of Mackenzie No. 23

### Request For Decision

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	May 4, 2004
Originated By:	Barb Spurgeon, Executive Assistant
Title:	AAMD&C Office Grand Opening
Agenda Item No:	12. F)

#### BACKGROUND / PROPOSAL:

AAMD&C is opening a new environmentally, friendly office facility

#### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

AAMD&C has invited the Reeve, Deputy Reeve and CAO to attend the formal grand opening ceremonies being held May 27 in Nisku. Federal, provincial and municipal dignitaries have been invited.

#### COSTS / SOURCE OF FUNDING:

Travel and Honorariums

#### RECOMMENDED ACTION (by originator):

##### Option 1

That Reeve Neufeld and Deputy Reeve Sarapuk be authorized to attend the Grand opening of the AAMD&C Office in Nisku on May 27, 2004.

##### Option 2

That the invitation to attend the AAMD&C Office Grand Opening be received for information.

Review:

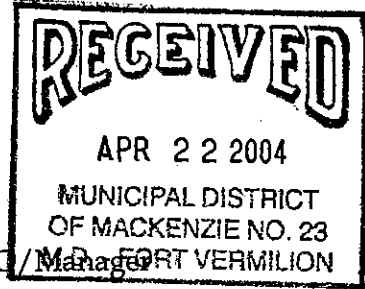
Dept.

C.A.O.



# ALBERTA ASSOCIATION of MUNICIPAL DISTRICTS & COUNTIES

2510 SPARROW DRIVE • NISKU, ALBERTA T9E 8N5 • TELEPHONE: (780) 955-3639 FAX: (780) 955-3615  
www.aamdc.com • email: aamdc@aamdc.com



April 16, 2004

To: Reeve/Mayor, Deputy Reeve/ Deputy Mayor, CAO/Manager

Re: *Grand Opening of New AAMD&C Office Building, May 27, 2004*

On behalf of our Board of Directors and Association staff, I am pleased to extend an invitation to you to attend the official Grand Opening Ceremony for the AAMD&C's new, environmentally friendly office facility. An open house, ribbon cutting and dedication ceremony has been scheduled for May 27<sup>th</sup>, 2004, beginning at 2:00 p.m. at the new building (located just north of the International Airport, along Highway #2, at 2510 Sparrow Drive, Nisku). Please refer to the attached brochure for more details on the Official Grand Opening event and the new office location.

There will be a very short formal program at which several federal, provincial and municipal dignitaries have been asked to speak beginning at about 3:00 p.m. In an effort to keep the program portion of the grand opening ceremonies at a reasonable length, there will not be formal presentation time scheduled for anyone who might have gifts or commemorative items to present to the Association in honour of its new building. There will, however, be tables available on which gifts or acknowledgements can be displayed and an area set aside in which presentations can be made to AAMD&C Board members on a more informal basis if you so desire.

You may contact either AAMD&C Executive Director Gerald Rhodes, or his assistant, Darla Zuk at via e-mail at [darla@aamdc.com](mailto:darla@aamdc.com) (preferred) or via telephone at 780-955-3639 to confirm your attendance at the Grand Opening or to obtain more information.

We sincerely hope you will be able to attend and participate in the festivities.

Yours truly,

Jack Hayden  
President



## *Our Invited Grand Opening Guests Include:*

- *The Prime Minister and Deputy Prime Minister*
- *Alberta's Premier, Ministers, and MLA's*
- *Member Municipalities*
- *Past and Present AAMD&C Board Members*
- *Presidents and Executive Directors from Municipal Associations across Canada*
- *Jubilee Insurance Associates and Clients*
- *AAMD&C Trade Division Associates and Approved Suppliers*
- *Alberta Rural Municipal Administrators Association Members*
- *Representatives of affiliated Associations and groups*
- *Representatives of key AAMD&C business associates.*

## GRAND OPENING

Please join the AAMD&C Board of Directors, President Jack Hayden, and the staff of the Alberta Association of Municipal Districts and Counties

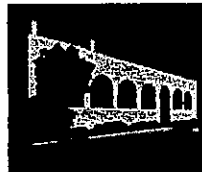
For the official GRAND OPENING of the new Alberta Association of Municipal Districts and Counties office building, located along Highway #2 at 2510 Sparrow Drive, Nisku, Alberta

on

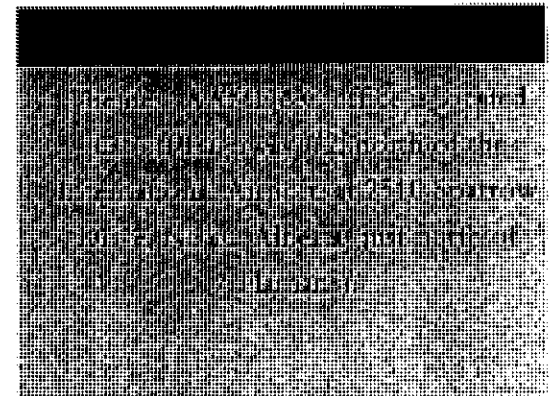
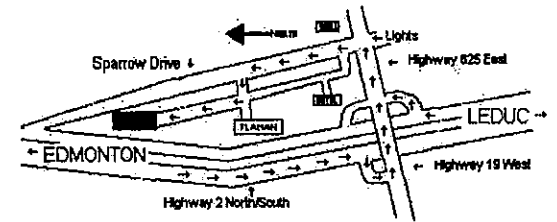
Thursday, May 27th beginning at 2:00 p.m.

## OPENING CEREMONIES

The Open House begins at 2:00 p.m. with a ribbon cutting ceremony scheduled for 3:00 p.m. Grand Opening guests will have an opportunity to tour the new building, and partake of hors d'oeuvres, barbeque and refreshments courtesy of the Alberta Association of Municipal Districts and Counties, its members, and AAMD&C Trade Division suppliers.



Please refer to the map below for directions to the new office building.



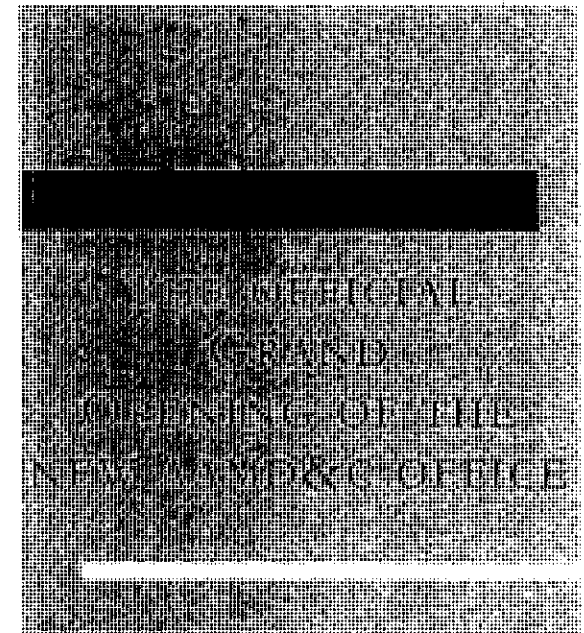
The new AAMD&C office, located at 2510, Sparrow Drive, Nisku, Alberta, is one of the most environmentally friendly municipal buildings in Canada. The building features geothermal heat, rubber crumb stucco, recycled rubber walkways, solar heat to the windows, water conservation and other energy-saving features.

The AAMD&C would like to extend special thanks to Alberta Municipal Affairs, Alberta Transportation, and the Alberta Tire Recycling Management Association for grant funds or gifts in kind in support of the new office building. Sincere thanks are also extended to the AAMD&C's member municipalities for their support for the relocation of AAMD&C operations to rural Alberta, and the construction of a new Association "home".

The Alberta Association of Municipal Districts and Counties (AAMD&C) represents the elected councils of Alberta's 68 rural municipal governments and indirectly, the more than 400,000 rural residents of Alberta. The Association's mandate is to represent the interests of Alberta's rural local governments, and to strengthen their ability to provide effective and efficient services to their ratepayers, thereby enhancing the quality of life of all rural residents. Now in its 94th year, the AAMD&C is also the owner-operator of Jubilee Insurance Agencies Ltd. and the AAMD&C Trade Division.



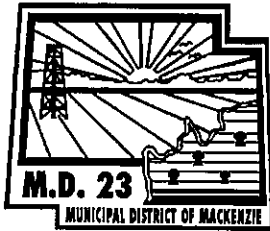
Alberta Association of Municipal  
Districts and Counties



*May 27, 2004*



RSVP to Darla Zuk prior to May 17th. Replies by e-mail to: [darla@aamdc.com](mailto:darla@aamdc.com) are preferred. You may also RSVP to 780-955-3639.



## M.D. of Mackenzie No. 23

### Request For Decision

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	May 4, 2004
Originated By:	Barb Spurgeon, Executive Assistant
Title:	Rural Water Services Board
Agenda Item No:	

#### BACKGROUND / PROPOSAL:

Council has established a Rural Water Service Board with membership from rural La Crete and rural Fort Vermilion.

#### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The following have applied to sit on the Rural Water Services Board:

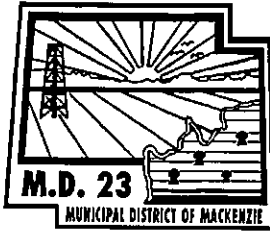
Peggy Shirt	Fort vermilion
Daryl Zielsdorf	Fort Vermilion
Bill Boese	Fort Vermilion
John Simpson	Fort Vermilion
David Froese	La Crete
George Teichroeb	La Crete
Frank H. Wiebe	La Crete

#### COSTS / SOURCE OF FUNDING:

#### RECOMMENDED ACTION (by originator):

That Peggy Shirt, Daryl Zielsdorf, Bill Boese, John Simpson, David Froese, George Teichroeb, and Frank H. Wiebe be appointed to the Rural Water Services Board.

Review:	Dept.	C.A.O.
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## M.D. of Mackenzie No. 23

### Request For Decision

Meeting:	<b>Regular Council Meeting</b>
Meeting Date:	May 18, 2004
Originated By:	Mike Savard, Director of Operational Services
Title:	<b>Policy PW09 – Dust Control</b>
Agenda Item No:	10. e)

#### BACKGROUND / PROPOSAL:

Deputy Reeve Sarapuk has requested that this policy be reviewed.

#### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The deadline for applications was May 15, 2004 and the results are as follows:

Seniors	14
Paid	<u>22</u>
Total	36

#### COSTS / SOURCE OF FUNDING:

#### RECOMMENDED ACTION (by originator):

For discussion.

Author:	Review:	Operational Services	C.A.O.
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## Municipal District of Mackenzie No. 23

Title	DUST CONTROL	Policy No:	PW009
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Legislation Reference	Municipal Government Act, Section 18
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### Purpose

To establish the procedures and standards for dust control on municipal roads.

### Policy Statement and Guidelines

#### 1. Definitions:

For the purpose of this Policy terms shall be defined as follows:

- a) A Senior Citizen residence is a residence where the adults are over the age of 65.
  - b) High Traffic Roads are those gravel surfaced roads which are through roads or have a minimum of 4 residences that travel past the applicants property.
2. Dust control is primarily the responsibility of the owner of the property fronted by a municipal road.
- a) The municipality shall apply dust control at their own cost on an annual basis, provided there is funding in the budget, in the following areas:
    - i) Hamlet Residential (excluding Hamlet Country Residential)
    - ii) Hamlet Commercial
    - iii) Hamlet Industrial
    - iv) High traffic zones within the hamlets
    - v) School zones
    - vi) 1 passing zone every 30 km and at major intersections along M.D. roads built to provincial highway standards.
  - b) The municipality shall consider extending their dust control service to property owners at a fee established by the Fee Schedule Bylaw. The purchase of DC 100 oil would be guaranteed for 3 years.
  - c) Rural commercial/industrial ventures must apply dust control, at their own cost, to problem areas as determined by the municipality. Non-compliance of this policy shall result in the area being serviced by the municipality on a full cost recovery basis.

3. Dust Control for Seniors

- a) Once annually and at the municipality's expense, the municipality may provide dust control for Senior Citizens who live adjacent to high traffic gravel surfaced roads. All residents at the site must be senior citizens for the site to qualify under this policy. The residence must be a within 100 meters from the roadway.

4. Type of Dust Control Application

- a) Unless approved otherwise, the municipality's dust control agents shall be applied once in late spring. The application shall be as determined by the municipality. For DC 100 this is normally 5 litres per square meter.
- b) The municipality shall consider the impact on the environment and the financial resources available when it chooses dust control agents. Dust control agents must be approved by the appropriate government agency and be used in accordance with any relevant regulations and specifications.
- c) The municipality may authorize petroleum companies to spread oily by-products on municipal roads provided that
  - (i) the petroleum company has authorization from Alberta Environmental Protection, and other appropriate government agencies,
  - (ii) the application can be coordinated with municipal road maintenance programs, and
  - (iii) the application will not harm the road.

5. Advertising

- a) A notice in the local newspaper in the spring prior to the establishment of the dust control program shall advise the ratepayers of this policy, its costs, and the procedure to have a dust control product applied on a road.
- b) Application forms for the first dust control application shall be submitted by May 15 annually. Further dust control requests will be accommodated by the M.D. if and when possible.

	Date	Resolution Number
<b>Approved</b>	Sept 5/00	00-489
<b>Amended</b>	May 7/02	02-314
<b>Amended</b>	June 12/03	03-387
<b>Amended</b>	December 2/03	03-588

MD of Mackenzie - 2004 Budget - Ratepayers meeting presentation

	2003 Total Actual	2004 Budget
<b>REVENUE</b>		
<b>100-TAXATION:</b>		
<b>Total 100-TAXATION</b>	<b>20,615,191</b>	<b>21,602,535</b>
<b>124-FRONTAGE:</b>		
32-Transportation - 124-FRONTAGE	13,494	24,904
41-Water Services - 124-FRONTAGE	81,828	83,800
42-Sewer Services - 124-FRONTAGE	69,499	76,154
<b>Total 124-FRONTAGE</b>	<b>164,821</b>	<b>184,858</b>
<b>420-SALES OF GOODS &amp; SERVICES:</b>		
12-Administration - 420-SALES OF GOODS & SERVICES	19,873	17,000
23-Fire Department - 420-SALES OF GOODS & SERVICES	99,983	68,500
32-Transportation - 420-SALES OF GOODS & SERVICES	118,172	76,500
33-Airport - 420-SALES OF GOODS & SERVICES	29,130	25,000
41-Water Services - 420-SALES OF GOODS & SERVICES	10,270	8,700
43-Solid Waste Disposal - 420-SALES OF GOODS & SERVICES	11,995	14,000
61-Planning & Development - 420-SALES OF GOODS & SERVICES	2,278	500
63-Agriculture - 420-SALES OF GOODS & SERVICES		1,000
<b>Total 420-SALES OF GOODS &amp; SERVICES</b>	<b>291,702</b>	<b>211,200</b>
<b>421-SALE OF WATER -METERED:</b>		
41-Water Services - 421-SALE OF WATER -METERED	511,437	580,242
42-Sewer Services - 421-SALE OF WATER -METERED	205,640	267,666
<b>Total 421-SALE OF WATER -METERED</b>	<b>717,077</b>	<b>847,908</b>
<b>422-SALE OF WATER-BULK:</b>		
41-Water Services - 422-SALE OF WATER-BULK	310,162	324,970
<b>Total 422-SALE OF WATER-BULK</b>	<b>310,162</b>	<b>324,970</b>
<b>424-SALE OF LAND:</b>		
66-Subdivision - 424-SALE OF LAND	54,870	183,200
<b>Total 424-SALE OF LAND</b>	<b>54,870</b>	<b>183,200</b>
<b>510-PENALTIES &amp; COSTS ON TAXES:</b>		
12-Administration - 510-PENALTIES & COSTS ON TAXES	111,774	100,000
<b>Total 510-PENALTIES &amp; COSTS ON TAXES</b>	<b>111,774</b>	<b>100,000</b>
<b>511-PENALTIES ON AR &amp; UTILITIES:</b>		
12-Administration - 511-PENALTIES ON AR & UTILITIES	27	500
41-Water Services - 511-PENALTIES ON AR & UTILITIES	19,952	16,000
<b>Total 511-PENALTIES ON AR &amp; UTILITIES</b>	<b>19,980</b>	<b>16,500</b>
<b>520-LICENSES &amp; PERMITS:</b>		
26-Enforcement Services - 520-LICENSES & PERMITS	335	1,000
61-Planning & Development - 520-LICENSES & PERMITS	19,132	17,000
<b>Total 520-LICENSES &amp; PERMITS</b>	<b>19,467</b>	<b>18,000</b>
<b>521-OFFSITE LEVY for WATER &amp;/OR SEWAGE:</b>		
41-Water Services - 521-OFFSITE LEVY for WATER &/OR SEWAGE		0

Kristin,

Here's the Katepayer mtg ptg  
that was in the back room. I've  
garbaged all additional copies - I guess  
this can be filed unless you already  
have a different copy.

Lea



	2003 Total Actual	2004 Budget
<b>Total 521-OFFSITE LEVY for WATER &amp;/OR SEWAGE</b>		<b>0</b>
<b>526-SAFETY CODE PERMITS:</b>		
61-Planning & Development - 526-SAFETY CODE PERMITS	26,443	26,500
<b>Total 526-SAFETY CODE PERMITS</b>	<b>26,443</b>	<b>26,500</b>
<b>525-SUBDIVISION FEES:</b>		
61-Planning & Development - 525-SUBDIVISION FEES		35,000
<b>Total 525-SUBDIVISION FEES</b>		<b>35,000</b>
<b>530-FINES:</b>		
26-Enforcement Services - 530-FINES	46,446	50,000
<b>Total 530-FINES</b>	<b>46,446</b>	<b>50,000</b>
<b>550-INTEREST REVENUE:</b>		
12-Administration - 550-INTEREST REVENUE	269,127	188,250
<b>Total 550-INTEREST REVENUE</b>	<b>269,127</b>	<b>188,250</b>
<b>560-RENTAL &amp; LEASE REVENUE:</b>		
25-Ambulance / Municipal Emergency - 560-RENTAL & LEASE REVENUE	7,200	7,200
32-Transportation - 560-RENTAL & LEASE REVENUE	2,497	6,700
33-Airport - 560-RENTAL & LEASE REVENUE		8,500
61-Planning & Development - 560-RENTAL & LEASE REVENUE	- 19,522	16,000
63-Agriculture - 560-RENTAL & LEASE REVENUE	9,800	7,500
64-Veterinary Service - 560-RENTAL & LEASE REVENUE	1,950	
<b>Total 560-RENTAL &amp; LEASE REVENUE</b>	<b>1,925</b>	<b>45,900</b>
<b>592-OIL WELL DRILLING:</b>		
12-Administration - 592-OIL WELL DRILLING	62,308	75,000
<b>Total 592-OIL WELL DRILLING</b>	<b>62,308</b>	<b>75,000</b>
<b>597-OTHER REVENUE:</b>		
12-Administration - 597-OTHER REVENUE	22,309	10,000
25-Ambulance / Municipal Emergency - 597-OTHER REVENUE	5,375	
<b>Total 597-OTHER REVENUE</b>	<b>27,684</b>	<b>10,000</b>
<b>840-PROVINCIAL GRANTS:</b>		
12-Administration - 840-PROVINCIAL GRANTS	33,964	32,200
23-Fire Department - 840-PROVINCIAL GRANTS	11,375	10,000
32-Transportation - 840-PROVINCIAL GRANTS	445,890	423,714
41-Water Services - 840-PROVINCIAL GRANTS	964	354
51-Family & Community Services - 840-PROVINCIAL GRANTS	172,287	207,926
61-Planning & Development - 840-PROVINCIAL GRANTS	1,000	
63-Agriculture - 840-PROVINCIAL GRANTS	44,000	46,000
<b>Total 840-PROVINCIAL GRANTS</b>	<b>709,479</b>	<b>720,194</b>
<b>920-CONTRIBUTED FROM CAPITAL RESERVE:</b>		
71-Recreation Boards - 920-CONTRIBUTED FROM CAPITAL RESERVE	30,000	0
<b>Total 920-CONTRIBUTED FROM CAPITAL RESERVE</b>	<b>30,000</b>	<b>0</b>
<b>930-CONTRIBUTION FROM OPERATING RESERVE:</b>		
32-Transportation - 930-CONTRIBUTION FROM OPERATING RESERVE	272,100	0

	2003 Total Actual	2004 Budget
73-Tourism - 930-CONTRIBUTION FROM OPERATING RESERVE	13,000	0
<b>Total 930-CONTRIBUTION FROM OPERATING RESERVE</b>	<b>285,100</b>	<b>0</b>
<b>950-DRAWN FROM ALLOWANCE:</b>		
12-Administration - 950-DRAWN FROM ALLOWANCE	52,168	0
<b>Total 950-DRAWN FROM ALLOWANCE</b>	<b>52,168</b>	<b>0</b>
<b>990-OVER/UNDER TAX COLLECTIONS:</b>		
00-Taxes - 990-OVER/UNDER TAX COLLECTIONS	14,917	-65,373
<b>Total 990-OVER/UNDER TAX COLLECTIONS</b>	<b>14,917</b>	<b>-65,373</b>
<b>TOTAL REVENUE</b>	<b>23,830,641</b>	<b>24,574,642</b>
<b>EXPENDITURE</b>		
<b>110-WAGES &amp; SALARIES:</b>		
12-Administration - 110-WAGES & SALARIES	680,668	713,465
23-Fire Department - 110-WAGES & SALARIES	26,798	38,301
25-Ambulance / Municipal Emergency - 110-WAGES & SALARIES	26,798	11,731
26-Enforcement Services - 110-WAGES & SALARIES	142,263	161,659
32-Transportation - 110-WAGES & SALARIES	1,089,554	1,335,734
41-Water Services - 110-WAGES & SALARIES	294,818	223,833
42-Sewer Services - 110-WAGES & SALARIES	150,929	135,378
43-Solid Waste Disposal - 110-WAGES & SALARIES	11,125	13,725
61-Planning & Development - 110-WAGES & SALARIES	122,944	207,725
63-Agriculture - 110-WAGES & SALARIES	82,346	94,889
<b>Total 110-WAGES &amp; SALARIES</b>	<b>2,628,243</b>	<b>2,936,439</b>
<b>132-BENEFITS:</b>		
11-Council - 132-BENEFITS	3,974	3,000
12-Administration - 132-BENEFITS	94,197	111,684
23-Fire Department - 132-BENEFITS	3,694	6,262
25-Ambulance / Municipal Emergency - 132-BENEFITS	3,695	1,857
26-Enforcement Services - 132-BENEFITS	20,478	25,860
32-Transportation - 132-BENEFITS	131,588	183,446
41-Water Services - 132-BENEFITS	32,589	37,157
42-Sewer Services - 132-BENEFITS	16,146	22,377
43-Solid Waste Disposal - 132-BENEFITS	1,749	2,384
61-Planning & Development - 132-BENEFITS	19,288	37,059
63-Agriculture - 132-BENEFITS	10,239	11,049
<b>Total 132-BENEFITS</b>	<b>337,638</b>	<b>442,134</b>
<b>136-WCB CONTRIBUTIONS:</b>		
12-Administration - 136-WCB CONTRIBUTIONS	11,923	8,174
23-Fire Department - 136-WCB CONTRIBUTIONS	416	420
25-Ambulance / Municipal Emergency - 136-WCB CONTRIBUTIONS	416	130
26-Enforcement Services - 136-WCB CONTRIBUTIONS	2,359	2,078
32-Transportation - 136-WCB CONTRIBUTIONS	20,454	16,348
41-Water Services - 136-WCB CONTRIBUTIONS	4,973	3,401
42-Sewer Services - 136-WCB CONTRIBUTIONS	2,859	2,082

	2003 Total Actual	2004 Budget
43-Solid Waste Disposal - 136-WCB CONTRIBUTIONS	85	210
61-Planning & Development - 136-WCB CONTRIBUTIONS	2,119	2,750
63-Agriculture - 136-WCB CONTRIBUTIONS	1,580	1,700
<b>Total 136-WCB CONTRIBUTIONS</b>	<b>47,184</b>	<b>37,293</b>
<b>142-RECRUITING:</b>		
12-Administration - 142-RECRUITING	14,484	10,000
<b>Total 142-RECRUITING</b>	<b>14,484</b>	<b>10,000</b>
<b>150-ISOLATION COSTS:</b>		
32-Transportation - 150-ISOLATION COSTS	5,073	
41-Water Services - 150-ISOLATION COSTS	6,263	7,200
42-Sewer Services - 150-ISOLATION COSTS	2,066	
<b>Total 150-ISOLATION COSTS</b>	<b>13,402</b>	<b>7,200</b>
<b>151-HONORARIA:</b>		
11-Council - 151-HONORARIA	187,277	200,000
12-Administration - 151-HONORARIA	2,776	13,500
23-Fire Department - 151-HONORARIA	60,012	72,000
61-Planning & Development - 151-HONORARIA	750	1,500
63-Agriculture - 151-HONORARIA	5,990	7,125
64-Veterinary Service - 151-HONORARIA	144	750
<b>Total 151-HONORARIA</b>	<b>256,948</b>	<b>294,875</b>
<b>152-BUSINESS EXP - COMMITTEE MEMBERS:</b>		
12-Administration - 152-BUSINESS EXP - COMMITTEE MEMBERS	1,055	2,655
<b>Total 152-BUSINESS EXP - COMMITTEE MEMBERS</b>	<b>1,055</b>	<b>2,655</b>
<b>211-TRAVEL &amp; SUBSISTENCE:</b>		
11-Council - 211-TRAVEL & SUBSISTENCE	71,875	72,998
12-Administration - 211-TRAVEL & SUBSISTENCE	44,581	38,932
23-Fire Department - 211-TRAVEL & SUBSISTENCE	8,550	10,220
25-Ambulance / Municipal Emergency - 211-TRAVEL & SUBSISTENCE	3,194	2,920
26-Enforcement Services - 211-TRAVEL & SUBSISTENCE	3,448	3,893
32-Transportation - 211-TRAVEL & SUBSISTENCE	15,835	13,140
41-Water Services - 211-TRAVEL & SUBSISTENCE	17,913	18,493
61-Planning & Development - 211-TRAVEL & SUBSISTENCE	7,522	9,733
63-Agriculture - 211-TRAVEL & SUBSISTENCE	10,074	9,499
64-Veterinary Service - 211-TRAVEL & SUBSISTENCE		389
<b>Total 211-TRAVEL &amp; SUBSISTENCE</b>	<b>182,993</b>	<b>180,216</b>
<b>212-PROMOTIONAL EXPENDITURE:</b>		
12-Administration - 212-PROMOTIONAL EXPENDITURE	16,229	17,325
<b>Total 212-PROMOTIONAL EXPENDITURE</b>	<b>16,229</b>	<b>17,325</b>
<b>214-MEMBERSHIP/CONFERENCE FEES:</b>		
11-Council - 214-MEMBERSHIP/CONFERENCE FEES	2,876	6,813
12-Administration - 214-MEMBERSHIP/CONFERENCE FEES	23,285	22,873
23-Fire Department - 214-MEMBERSHIP/CONFERENCE FEES	2,057	2,920
25-Ambulance / Municipal Emergency - 214-MEMBERSHIP/CONFERENCE F	1,409	1,460
26-Enforcement Services - 214-MEMBERSHIP/CONFERENCE FEES	899	1,460
32-Transportation - 214-MEMBERSHIP/CONFERENCE FEES	1,463	1,655
41-Water Services - 214-MEMBERSHIP/CONFERENCE FEES	457	487

	2003 Total Actual	2004 Budget
61-Planning & Development - 214-MEMBERSHIP/CONFERENCE FEES	1,306	1,947
63-Agriculture - 214-MEMBERSHIP/CONFERENCE FEES	2,886	1,460
73-Tourism - 214-MEMBERSHIP/CONFERENCE FEES	9,579	9,526
<b>Total 214-MEMBERSHIP/CONFERENCE FEES</b>	<b>46,216</b>	<b>50,599</b>
<b>215-FREIGHT:</b>		
12-Administration - 215-FREIGHT	6,092	4,867
23-Fire Department - 215-FREIGHT	900	876
32-Transportation - 215-FREIGHT	7,553	6,813
41-Water Services - 215-FREIGHT	37,019	33,579
63-Agriculture - 215-FREIGHT	323	
<b>Total 215-FREIGHT</b>	<b>51,885</b>	<b>46,134</b>
<b>216-POSTAGE:</b>		
12-Administration - 216-POSTAGE	23,818	21,413
<b>Total 216-POSTAGE</b>	<b>23,818</b>	<b>21,413</b>
<b>217-TELEPHONE:</b>		
11-Council - 217-TELEPHONE	7,565	8,001
12-Administration - 217-TELEPHONE	67,521	58,982
23-Fire Department - 217-TELEPHONE	17,723	14,600
26-Enforcement Services - 217-TELEPHONE	8,142	7,300
32-Transportation - 217-TELEPHONE	21,991	19,563
41-Water Services - 217-TELEPHONE	17,693	15,767
42-Sewer Services - 217-TELEPHONE	2,441	1,411
61-Planning & Development - 217-TELEPHONE	1,313	1,402
63-Agriculture - 217-TELEPHONE	836	1,071
<b>Total 217-TELEPHONE</b>	<b>145,224</b>	<b>128,096</b>
<b>221-ADVERTISING:</b>		
11-Council - 221-ADVERTISING		
12-Administration - 221-ADVERTISING	15,101	12,653
23-Fire Department - 221-ADVERTISING	401	487
26-Enforcement Services - 221-ADVERTISING	672	487
32-Transportation - 221-ADVERTISING	11,934	7,786
41-Water Services - 221-ADVERTISING	944	973
61-Planning & Development - 221-ADVERTISING	20,098	31,632
63-Agriculture - 221-ADVERTISING	1,988	2,433
66-Subdivision - 221-ADVERTISING	21	973
73-Tourism - 221-ADVERTISING		2,239
<b>Total 221-ADVERTISING</b>	<b>51,158</b>	<b>59,663</b>
<b>223-SUBSCRIPTIONS &amp; PUBLICATIONS:</b>		
12-Administration - 223-SUBSCRIPTIONS & PUBLICATIONS	3,404	3,163
23-Fire Department - 223-SUBSCRIPTIONS & PUBLICATIONS	234	487
26-Enforcement Services - 223-SUBSCRIPTIONS & PUBLICATIONS	242	487
41-Water Services - 223-SUBSCRIPTIONS & PUBLICATIONS	354	
63-Agriculture - 223-SUBSCRIPTIONS & PUBLICATIONS	101	
<b>Total 223-SUBSCRIPTIONS &amp; PUBLICATIONS</b>	<b>4,334</b>	<b>4,137</b>
<b>231-AUDIT/ACCOUNTING:</b>		
12-Administration - 231-AUDIT/ACCOUNTING	44,081	43,799
<b>Total 231-AUDIT/ACCOUNTING</b>	<b>44,081</b>	<b>43,799</b>

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**232-LEGAL:**

12-Administration - 232-LEGAL	12,545	14,600
23-Fire Department - 232-LEGAL	4,680	2,920
26-Enforcement Services - 232-LEGAL		2,920
32-Transportation - 232-LEGAL	7,351	2,920
41-Water Services - 232-LEGAL	1,215	973
42-Sewer Services - 232-LEGAL		1,947
43-Solid Waste Disposal - 232-LEGAL		973
61-Planning & Development - 232-LEGAL	16,755	14,600
<b>Total 232-LEGAL</b>	<b>42,546</b>	<b>41,852</b>

**233-ENGINEERING CONSULTING:**

32-Transportation - 233-ENGINEERING CONSULTING	74,221	46,718
41-Water Services - 233-ENGINEERING CONSULTING	14,927	10,706
42-Sewer Services - 233-ENGINEERING CONSULTING	972	6,813
63-Agriculture - 233-ENGINEERING CONSULTING	43,902	53,532
<b>Total 233-ENGINEERING CONSULTING</b>	<b>134,022</b>	<b>117,769</b>

**235-PROFESSIONAL FEES:**

12-Administration - 235-PROFESSIONAL FEES	57,329	62,291
23-Fire Department - 235-PROFESSIONAL FEES	14,983	20,439
25-Ambulance / Municipal Emergency - 235-PROFESSIONAL FEES	420,379	538,000
26-Enforcement Services - 235-PROFESSIONAL FEES	3,533	1,947
32-Transportation - 235-PROFESSIONAL FEES	375,850	381,534
41-Water Services - 235-PROFESSIONAL FEES	15,965	19,953
42-Sewer Services - 235-PROFESSIONAL FEES	1,052	
43-Solid Waste Disposal - 235-PROFESSIONAL FEES	329,169	364,599
61-Planning & Development - 235-PROFESSIONAL FEES	60,986	46,232
64-Veterinary Service - 235-PROFESSIONAL FEES	69,055	103,500
66-Subdivision - 235-PROFESSIONAL FEES	10,107	2,433
<b>Total 235-PROFESSIONAL FEES</b>	<b>1,358,409</b>	<b>1,540,927</b>

**239-TRAINING & EDUCATION:**

12-Administration - 239-TRAINING & EDUCATION	23,818	24,590
23-Fire Department - 239-TRAINING & EDUCATION	26,536	22,873
25-Ambulance / Municipal Emergency - 239-TRAINING & EDUCATION	1,479	4,867
26-Enforcement Services - 239-TRAINING & EDUCATION	348	2,920
32-Transportation - 239-TRAINING & EDUCATION	7,284	7,786
41-Water Services - 239-TRAINING & EDUCATION	3,585	9,246
43-Solid Waste Disposal - 239-TRAINING & EDUCATION	24	973
61-Planning & Development - 239-TRAINING & EDUCATION	2,354	5,840
63-Agriculture - 239-TRAINING & EDUCATION	1,635	1,947
<b>Total 239-TRAINING &amp; EDUCATION</b>	<b>67,062</b>	<b>81,042</b>

**242-COMPUTER PROG/DATA PROCESSING:**

12-Administration - 242-COMPUTER PROG/DATA PROCESSING	41,667	42,825
<b>Total 242-COMPUTER PROG/DATA PROCESSING</b>	<b>41,667</b>	<b>42,825</b>

**251-BRIDGE REPAIR & MAINTENANCE:**

32-Transportation - 251-BRIDGE REPAIR & MAINTENANCE	8,727	12,653
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	2003 Total Actual	2004 Budget
<b>Total 251-BRIDGE REPAIR &amp; MAINTENANCE</b>	<b>8,727</b>	<b>12,653</b>
<b>252-BUILDING REPAIRS &amp; MAINTENANCE:</b>		
12-Administration - 252-BUILDING REPAIRS & MAINTENANCE	59,438	44,967
23-Fire Department - 252-BUILDING REPAIRS & MAINTENANCE	4,080	4,867
25-Ambulance / Municipal Emergency - 252-BUILDING REPAIRS & MAINTENANCE	3,238	3,407
32-Transportation - 252-BUILDING REPAIRS & MAINTENANCE	14,378	10,706
33-Airport - 252-BUILDING REPAIRS & MAINTENANCE	996	973
41-Water Services - 252-BUILDING REPAIRS & MAINTENANCE	17,208	12,166
42-Sewer Services - 252-BUILDING REPAIRS & MAINTENANCE	5,841	2,823
43-Solid Waste Disposal - 252-BUILDING REPAIRS & MAINTENANCE	3,506	3,893
<b>Total 252-BUILDING REPAIRS &amp; MAINTENANCE</b>	<b>108,686</b>	<b>83,801</b>
<b>253-EQUIPMENT REPAIR:</b>		
12-Administration - 253-EQUIPMENT REPAIR	6,110	4,380
23-Fire Department - 253-EQUIPMENT REPAIR	22,560	25,306
26-Enforcement Services - 253-EQUIPMENT REPAIR	1,117	1,460
32-Transportation - 253-EQUIPMENT REPAIR	86,535	72,998
33-Airport - 253-EQUIPMENT REPAIR	1,277	973
41-Water Services - 253-EQUIPMENT REPAIR	37,842	24,333
42-Sewer Services - 253-EQUIPMENT REPAIR	5,293	4,769
43-Solid Waste Disposal - 253-EQUIPMENT REPAIR	1,534	4,867
63-Agriculture - 253-EQUIPMENT REPAIR	1,244	1,947
<b>Total 253-EQUIPMENT REPAIR</b>	<b>163,512</b>	<b>141,031</b>
<b>255-VEHICLE REPAIR:</b>		
12-Administration - 255-VEHICLE REPAIR	1,288	973
23-Fire Department - 255-VEHICLE REPAIR	10,740	7,300
26-Enforcement Services - 255-VEHICLE REPAIR	6,417	3,893
32-Transportation - 255-VEHICLE REPAIR	27,851	24,819
41-Water Services - 255-VEHICLE REPAIR	9,553	9,733
51-Family & Community Services - 255-VEHICLE REPAIR	2,026	487
61-Planning & Development - 255-VEHICLE REPAIR	231	973
63-Agriculture - 255-VEHICLE REPAIR	2,020	2,433
<b>Total 255-VEHICLE REPAIR</b>	<b>60,126</b>	<b>50,612</b>
<b>259-STRUCTURAL R&amp;M (ROADS, SEWERS, WATE:</b>		
32-Transportation - 259-STRUCTURAL R&M (ROADS, SEWERS, WATE	278,852	194,660
33-Airport - 259-STRUCTURAL R&M (ROADS, SEWERS, WATE	3,361	4,867
41-Water Services - 259-STRUCTURAL R&M (ROADS, SEWERS, WATE	48,269	65,211
42-Sewer Services - 259-STRUCTURAL R&M (ROADS, SEWERS, WATE	15,918	21,413
63-Agriculture - 259-STRUCTURAL R&M (ROADS, SEWERS, WATE	310,582	315,350
<b>Total 259-STRUCTURAL R&amp;M (ROADS, SEWERS, WATE</b>	<b>656,982</b>	<b>601,500</b>
<b>262-BUILDING &amp; LAND RENTAL:</b>		
32-Transportation - 262-BUILDING & LAND RENTAL		5,840
63-Agriculture - 262-BUILDING & LAND RENTAL		973
<b>Total 262-BUILDING &amp; LAND RENTAL</b>		<b>6,813</b>
<b>263-VEHICLE &amp; EQUIPMENT LEASE OR RENTAL:</b>		
12-Administration - 263-VEHICLE & EQUIPMENT LEASE OR RENTAL	55,349	69,104
23-Fire Department - 263-VEHICLE & EQUIPMENT LEASE OR RENTAL	5,479	8,468
32-Transportation - 263-VEHICLE & EQUIPMENT LEASE OR RENTAL	12,968	13,626

	2003 Total Actual	2004 Budget
33-Airport - 263-VEHICLE & EQUIPMENT LEASE OR RENTAL	2,925	2,920
41-Water Services - 263-VEHICLE & EQUIPMENT RENTAL	2,113	
42- Sewer Services - 263-VEHICLE & EQUIPMENT RENTAL	1,877	
63-Agriculture - 263-VEHICLE & EQUIPMENT LEASE OR RENTAL	2,973	2,677
<b>Total 263-VEHICLE &amp; EQUIPMENT LEASE OR RENTAL</b>	<b>83,683</b>	<b>96,795</b>
<b>266-COMMUNICATIONS:</b>		
23-Fire Department - 266-COMMUNICATIONS	16,784	16,254
25-Ambulance / Municipal Emergency - 266-COMMUNICATIONS	5,651	4,867
26-Enforcement Services - 266-COMMUNICATIONS	2,607	1,557
32-Transportation - 266-COMMUNICATIONS	10,851	9,893
41-Water Services - 266-COMMUNICATIONS	3,823	3,212
63-Agriculture - 266-COMMUNICATIONS	763	973
<b>Total 266-COMMUNICATIONS</b>	<b>40,477</b>	<b>36,756</b>
<b>267-AVL MAINTENANCE:</b>		
23-Fire Department - 267-AVL MAINTENANCE	14,158	19,369
25-Ambulance / Municipal Emergency - 267-AVL MAINTENANCE	2,235	3,796
26-Enforcement Services - 267-AVL MAINTENANCE	1,489	1,460
32-Transportation - 267-AVL MAINTENANCE	46,290	38,445
61-Planning & Development - 267-AVL MAINTENANCE	2,237	2,355
<b>Total 267-AVL MAINTENANCE</b>	<b>66,409</b>	<b>65,425</b>
<b>271-LICENSES &amp; PERMITS:</b>		
32-Transportation - 271-LICENSES & PERMITS	3,038	3,000
41-Water Services - 271-LICENSES & PERMITS	155	1,000
<b>Total 271-LICENSES &amp; PERMITS</b>	<b>3,192</b>	<b>4,000</b>
<b>272-DAMAGE CLAIMS:</b>		
12-Administration - 272-DAMAGE CLAIMS		5,000
32-Transportation - 272-DAMAGE CLAIMS		5,000
41-Water Services - 272-DAMAGE CLAIMS		5,000
42-Sewer Services - 272-DAMAGE CLAIMS	-	35,292
<b>Total 272-DAMAGE CLAIMS</b>	<b>-</b>	<b>15,000</b>
<b>273-TAXES:</b>		
12-Administration - 273-TAXES	9,240	8,500
<b>Total 273-TAXES</b>	<b>9,240</b>	<b>8,500</b>
<b>274-INSURANCE:</b>		
12-Administration - 274-INSURANCE	40,443	40,300
23-Fire Department - 274-INSURANCE	21,281	18,860
25-Ambulance / Municipal Emergency - 274-INSURANCE	9,427	8,900
26-Enforcement Services - 274-INSURANCE	4,835	4,400
32-Transportation - 274-INSURANCE	61,162	57,315
33-Airport - 274-INSURANCE	10,656	10,700
41-Water Services - 274-INSURANCE	13,317	18,020
42-Sewer Services - 274-INSURANCE	6,624	7,352
51-Family & Community Services - 274-INSURANCE	2,626	2,200
61-Planning & Development - 274-INSURANCE	2,835	2,700
63-Agriculture - 274-INSURANCE	8,191	7,440
<b>Total 274-INSURANCE</b>	<b>181,398</b>	<b>178,187</b>

2003 Total Actual 2004 Budget

**342-ASSESSOR FEES:**

12-Administration - 342-ASSESSOR FEES	199,917	216,310
<b>Total 342-ASSESSOR FEES</b>	<b>199,917</b>	<b>216,310</b>

**290-ELECTION COSTS:**

11-Council - 290-ELECTION COSTS	1,071	7,300
<b>Total 290-ELECTION COSTS</b>	<b>1,071</b>	<b>7,300</b>

**511-GOODS AND SUPPLIES:**

11-Council - 511-GOODS AND SUPPLIES		
12-Administration - 511-GOODS AND SUPPLIES	69,647	62,583
23-Fire Department - 511-GOODS AND SUPPLIES	42,366	45,258
25-Ambulance / Municipal Emergency - 511-GOODS AND SUPPLIES	7,895	3,893
26-Enforcement Services - 511-GOODS AND SUPPLIES	10,148	9,733
32-Transportation - 511-GOODS AND SUPPLIES	130,767	121,663
33-Airport - 511-GOODS AND SUPPLIES	7,127	1,947
41-Water Services - 511-GOODS AND SUPPLIES	69,073	58,398
42-Sewer Services - 511-GOODS AND SUPPLIES	8,499	8,760
43-Solid Waste Disposal - 511-GOODS AND SUPPLIES	3,344	1,460
61-Planning & Development - 511-GOODS AND SUPPLIES	12,061	6,813
63-Agriculture - 511-GOODS AND SUPPLIES	5,684	8,516
73-Tourism - 511-GOODS AND SUPPLIES	4,087	4,867
<b>Total 511-GOODS AND SUPPLIES</b>	<b>370,699</b>	<b>333,891</b>

**521-FUEL & OIL:**

12-Administration - 521-FUEL & OIL	10,236	9,246
23-Fire Department - 521-FUEL & OIL	6,721	4,623
26-Enforcement Services - 521-FUEL & OIL	9,213	7,786
32-Transportation - 521-FUEL & OIL	177,851	155,728
41-Water Services - 521-FUEL & OIL	20,514	18,979
61-Planning & Development - 521-FUEL & OIL	2,856	2,920
63-Agriculture - 521-FUEL & OIL	13,649	10,706
<b>Total 521-FUEL &amp; OIL</b>	<b>241,041</b>	<b>209,990</b>

**531-CHEMICALS/SALT:**

23-Fire Department - 531-CHEMICALS/SALT	206	3,407
32-Transportation - 531-CHEMICALS/SALT	30,102	56,451
33-Airport - 531-CHEMICALS/SALT	1,248	2,920
41-Water Services - 531-CHEMICALS/SALT	80,774	76,891
42-Sewer Services - 531-CHEMICALS/SALT	2,210	4,088
63-Agriculture - 531-CHEMICALS/SALT	15,869	24,333
<b>Total 531-CHEMICALS/SALT</b>	<b>130,409</b>	<b>168,089</b>

**532-DUST CONTROL:**

32-Transportation - 532-DUST CONTROL	84,365	288,584
<b>Total 532-DUST CONTROL</b>	<b>84,365</b>	<b>288,584</b>

**533-GRADER BLADES:**

32-Transportation - 533-GRADER BLADES	48,793	38,932
<b>Total 533-GRADER BLADES</b>	<b>48,793</b>	<b>38,932</b>

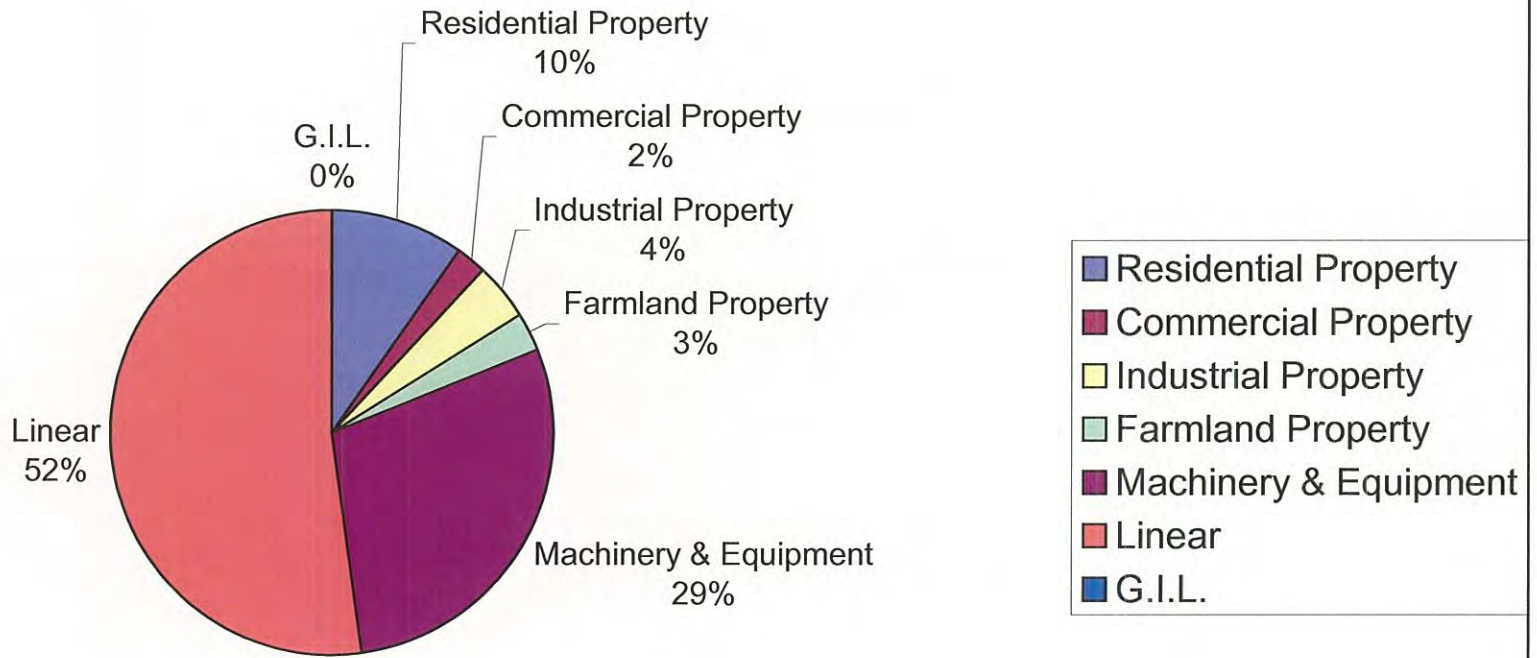


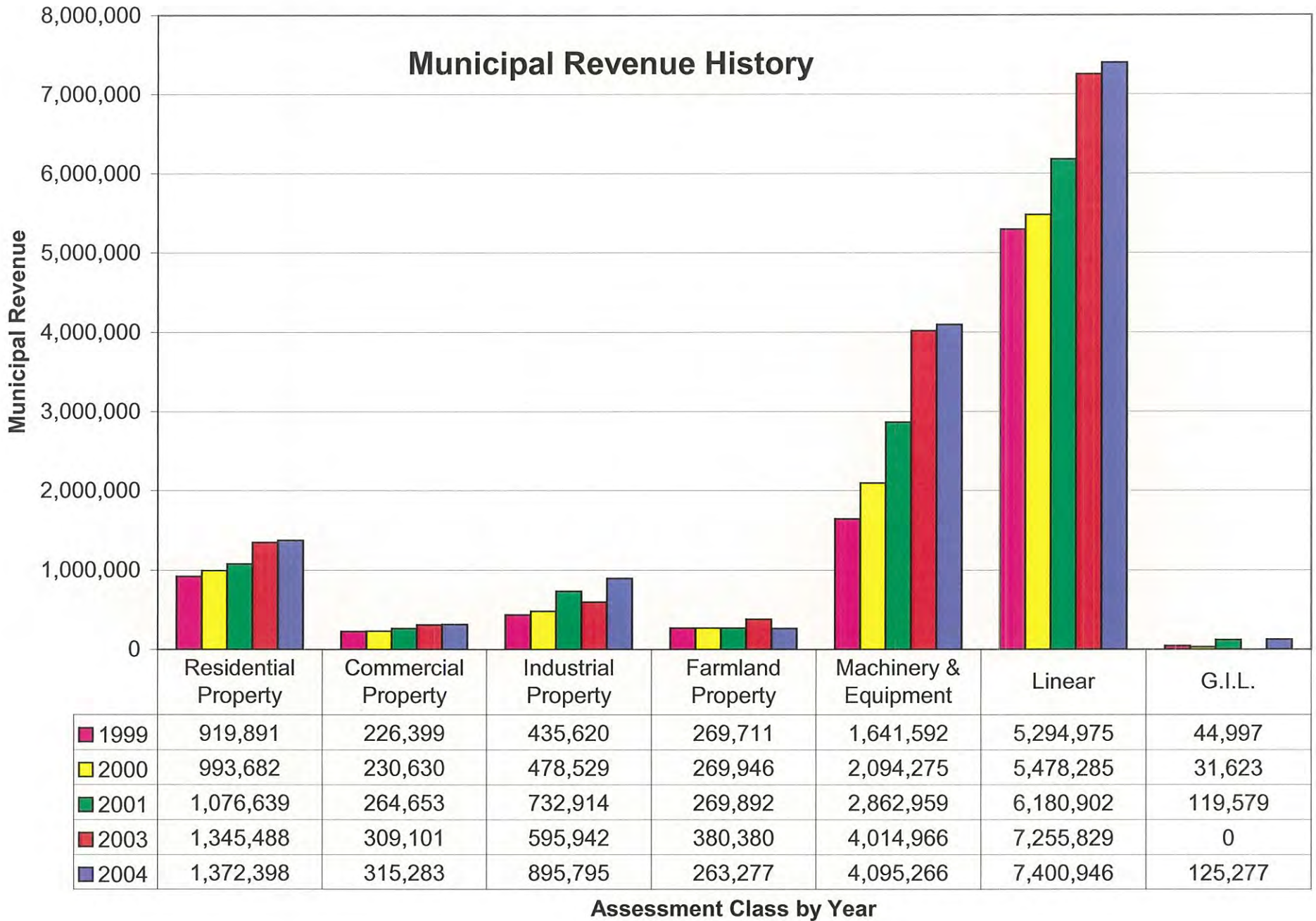
	2003 Total Actual	2004 Budget
<b>534-GRAVEL:</b>		
32-Transportation - 534-GRAVEL	965,682	973,301
<b>Total 534-GRAVEL</b>	<b>965,682</b>	<b>973,301</b>
<b>535-GRAVEL RECLAMATION COST:</b>		
32-Transportation - 535-GRAVEL RECLAMATION COST	177,242	0
<b>Total 535-GRAVEL RECLAMATION COST</b>	<b>177,242</b>	<b>0</b>
<b>543-NATURAL GAS:</b>		
12-Administration - 543-NATURAL GAS	9,243	13,140
23-Fire Department - 543-NATURAL GAS	13,634	13,821
25-Ambulance / Municipal Emergency -543-NATURAL GAS	3,384	
32-Transportation - 543-NATURAL GAS	8,873	9,052
33-Airport - 543-NATURAL GAS	6,083	3,309
41-Water Services - 543-NATURAL GAS	36,101	35,963
42-Sewer Services - 543-NATURAL GAS	3,164	4,954
64-Veterinary Service - 543-NATURAL GAS	831	
<b>Total 543-NATURAL GAS</b>	<b>81,313</b>	<b>80,239</b>
<b>544-ELECTRICAL POWER:</b>		
12-Administration - 544-ELECTRICAL POWER	20,008	26,542
23-Fire Department - 544-ELECTRICAL POWER	17,186	16,254
25-Ambulance / Municipal Emergency - 544-ELECTRICAL POWER	6,537	
32-Transportation - 544-ELECTRICAL POWER	80,605	86,960
33-Airport - 544-ELECTRICAL POWER	7,951	5,450
41-Water Services - 544-ELECTRICAL POWER	137,163	144,083
42-Sewer Services - 544-ELECTRICAL POWER	17,685	17,159
43-Solid Waste Disposal - 544-ELECTRICAL POWER	7,600	6,935
64-Veterinary Service - 544-ELECTRICAL POWER	2,466	
<b>Total 544-ELECTRICAL POWER</b>	<b>297,201</b>	<b>303,383</b>
<b>710-GRANTS TO LOCAL GOVERNMENTS:</b>		
12-Administration - 710-GRANTS TO LOCAL GOVERNMENTS	729,448	760,000
23-Fire Department - 710-GRANTS TO LOCAL GOVERNMENTS	80,647	80,647
26-Enforcement Services - 710-GRANTS TO LOCAL GOVERNMENTS	17,000	17,000
33-Airport - 710-GRANTS TO LOCAL GOVERNMENTS	43,820	43,000
51-Family & Community Services - 710-GRANTS TO LOCAL GOVERNMENTS	22,906	22,906
71-Recreation Boards - 710-GRANTS TO LOCAL GOVERNMENTS	99,904	99,904
74-Library Service - 710-GRANTS TO LOCAL GOVERNMENTS	7,165	7,165
<b>Total 710-GRANTS TO LOCAL GOVERNMENTS</b>	<b>1,000,890</b>	<b>1,030,622</b>
<b>735-GRANTS TO OTHER ORGANIZATIONS:</b>		
32-Transportation - 735-GRANTS TO OTHER ORGANIZATIONS	21,644	
51-Family & Community Services - 735-GRANTS TO OTHER ORGANIZATIONS	353,153	418,558
63-Agriculture - 735-GRANTS TO OTHER ORGANIZATIONS	30,200	32,000
71-Recreation Boards - 735-GRANTS TO OTHER ORGANIZATIONS	500,350	572,656
74-Library Service - 735-GRANTS TO OTHER ORGANIZATIONS	75,000	115,000
<b>Total 735-GRANTS TO OTHER ORGANIZATIONS</b>	<b>980,347</b>	<b>1,138,214</b>
<b>747-SCHOOL FOUNDATION PROGRAMS:</b>		
85-Requisitions - 747-SCHOOL FOUNDATION PROGRAMS	6,184,601	6,490,221

	2003 Total Actual	2004 Budget
<b>Total 747-SCHOOL FOUNDATION PROGRAMS</b>	<b>6,184,601</b>	<b>6,490,221</b>
<b>750-SENIORS FOUNDATION:</b>		
85-Requisitions - 750-SENIORS FOUNDATION	337,394	325,093
<b>Total 750-SENIORS FOUNDATION</b>	<b>337,394</b>	<b>325,093</b>
<b>762-CONTRIBUTED TO CAPITAL:</b>		
12-Administration - 762-CONTRIBUTED TO CAPITAL	185,195	106,532
23-Fire Department - 762-CONTRIBUTED TO CAPITAL	13,181	19,418
25-Ambulance / Municipal Emergency - 762-CONTRIBUTED TO CAPITAL	31,895	23,787
26-Enforcement Services - 762-CONTRIBUTED TO CAPITAL		13,398
32-Transportation - 762-CONTRIBUTED TO CAPITAL	408,545	171,650
33-Airport - 762-CONTRIBUTED TO CAPITAL	50,000	
41-Water Services - 762-CONTRIBUTED TO CAPITAL	17,700	49,514
42-Sewer Services - 762-CONTRIBUTED TO CAPITAL	18,150	88,766
43-Solid Waste Disposal - 762-CONTRIBUTED TO CAPITAL	29,471	49,515
<b>Total 762-CONTRIBUTED TO CAPITAL</b>	<b>754,138</b>	<b>522,580</b>
<b>763-CONTRIBUTED TO CAPITAL RESERVE:</b>		
23-Fire Department - 763-CONTRIBUTED TO CAPITAL RESERVE	150,000	150,000
32-Transportation - 763-CONTRIBUTED TO CAPITAL RESERVE	2,295,228	3,692,015
41-Water Services - 763-CONTRIBUTED TO CAPITAL RESERVE	516,668	
63-Agriculture - 763-CONTRIBUTED TO CAPITAL RESERVE	250,000	150,000
66-Subdivision - 763-CONTRIBUTED TO CAPITAL RESERVE		159,700
71-Recreation Boards - 763-CONTRIBUTED TO CAPITAL RESERVE	30,000	
97-Other Transfers - 763-CONTRIBUTED TO CAPITAL RESERVE	387,210	
<b>Total 763-CONTRIBUTED TO CAPITAL RESERVE</b>	<b>3,629,106</b>	<b>4,151,715</b>
<b>764-CONTRIBUTED TO OPERATING RESERVE:</b>		
32-Transportation - 764-CONTRIBUTED TO OPERATING RESERVE	179,515	25,000
66-Subdivision - 764-CONTRIBUTED TO OPERATING RESERVE	24,678	
73-Tourism - 764-CONTRIBUTED TO OPERATING RESERVE	10,913	
97-Other Transfers - 764-CONTRIBUTED TO OPERATING RESERVE	387,210	
<b>Total 764-CONTRIBUTED TO OPERATING RESERVE</b>	<b>602,316</b>	<b>25,000</b>
<b>765-CONTRIBUTED TO GRAVEL RESERVE:</b>		
32-Transportation - 765-CONTRIBUTED TO GRAVEL RESERVE		30,000
<b>Total 765-CONTRIBUTED TO GRAVEL RESERVE</b>		<b>30,000</b>
<b>810-INTEREST &amp; SERVICE CHARGES:</b>		
12-Administration - 810-INTEREST & SERVICE CHARGES	3,345	5,000
<b>Total 810-INTEREST &amp; SERVICE CHARGES</b>	<b>3,345</b>	<b>5,000</b>
<b>831-INTEREST-LONG TERM DEBT:</b>		
32-Transportation - 831-INTEREST-LONG TERM DEBT	185,904	171,302
41-Water Services - 831-INTEREST-LONG TERM DEBT	57,229	47,676
42-Sewer Services - 831-INTEREST-LONG TERM DEBT	35,503	39,483
<b>Total 831-INTEREST-LONG TERM DEBT</b>	<b>278,636</b>	<b>258,461</b>

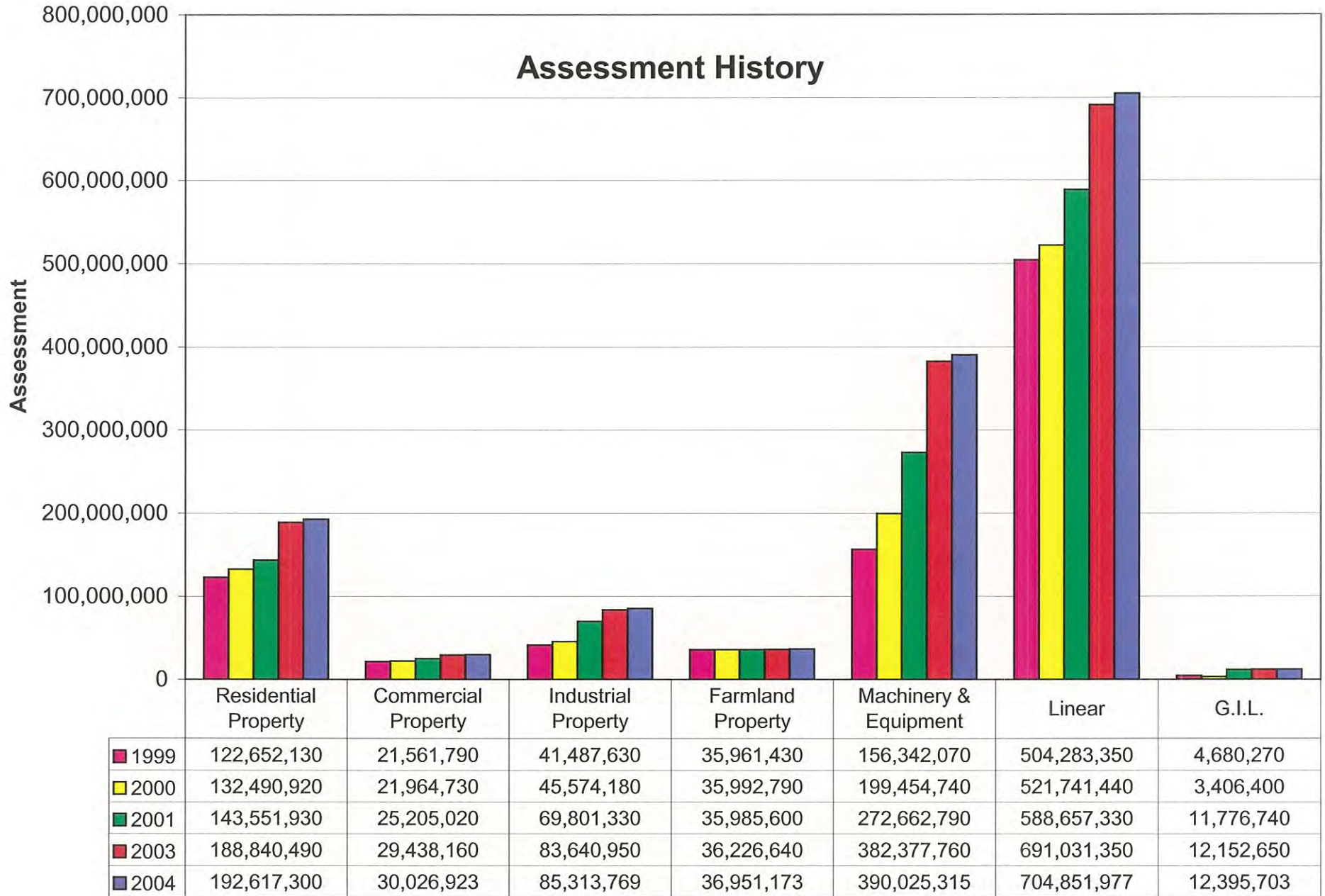
	2003 Total Actual	2004 Budget
<b>832-PRINCIPAL - LONG TERM DEBT:</b>		
32-Transportation - 832-PRINCIPAL - LONG TERM DEBT	271,074	285,645
41-Water Services - 832-PRINCIPAL - LONG TERM DEBT	108,955	110,998
42-Sewer Services - 832-PRINCIPAL - LONG TERM DEBT	57,105	71,108
<b>Total 832-PRINCIPAL - LONG TERM DEBT</b>	<b>437,134</b>	<b>467,751</b>
<b>921-BAD DEBT EXPENSE:</b>		
12-Administration - 921-BAD DEBT EXPENSE	1,618	5,000
23-Fire Department - 921-BAD DEBT EXPENSE	29,634	15,000
41-Water Services - 921-BAD DEBT EXPENSE	2,409	2,500
<b>Total 921-BAD DEBT EXPENSE</b>	<b>33,661</b>	<b>22,500</b>
<b>922-TAX CANCELLATION/WRITE OFFS:</b>		
12-Administration - 922-TAX CANCELLATION/WRITE OFFS	65,535	60,000
<b>Total 922-TAX CANCELLATION/WRITE OFFS</b>	<b>65,535</b>	<b>60,000</b>
<b>992-COST OF LAND SOLD:</b>		
66-Subdivision - 992-COST OF LAND SOLD	20,065	20,000
<b>Total 992-COST OF LAND SOLD</b>	<b>20,065</b>	<b>20,000</b>
<b>TOTAL EXPENDITURES</b>	<b>23,780,641</b>	<b>24,574,642</b>
<b>SURPLUS</b>		
	<b>50,000</b>	<b>-0</b>

# 2003 Municipal Revenue Split



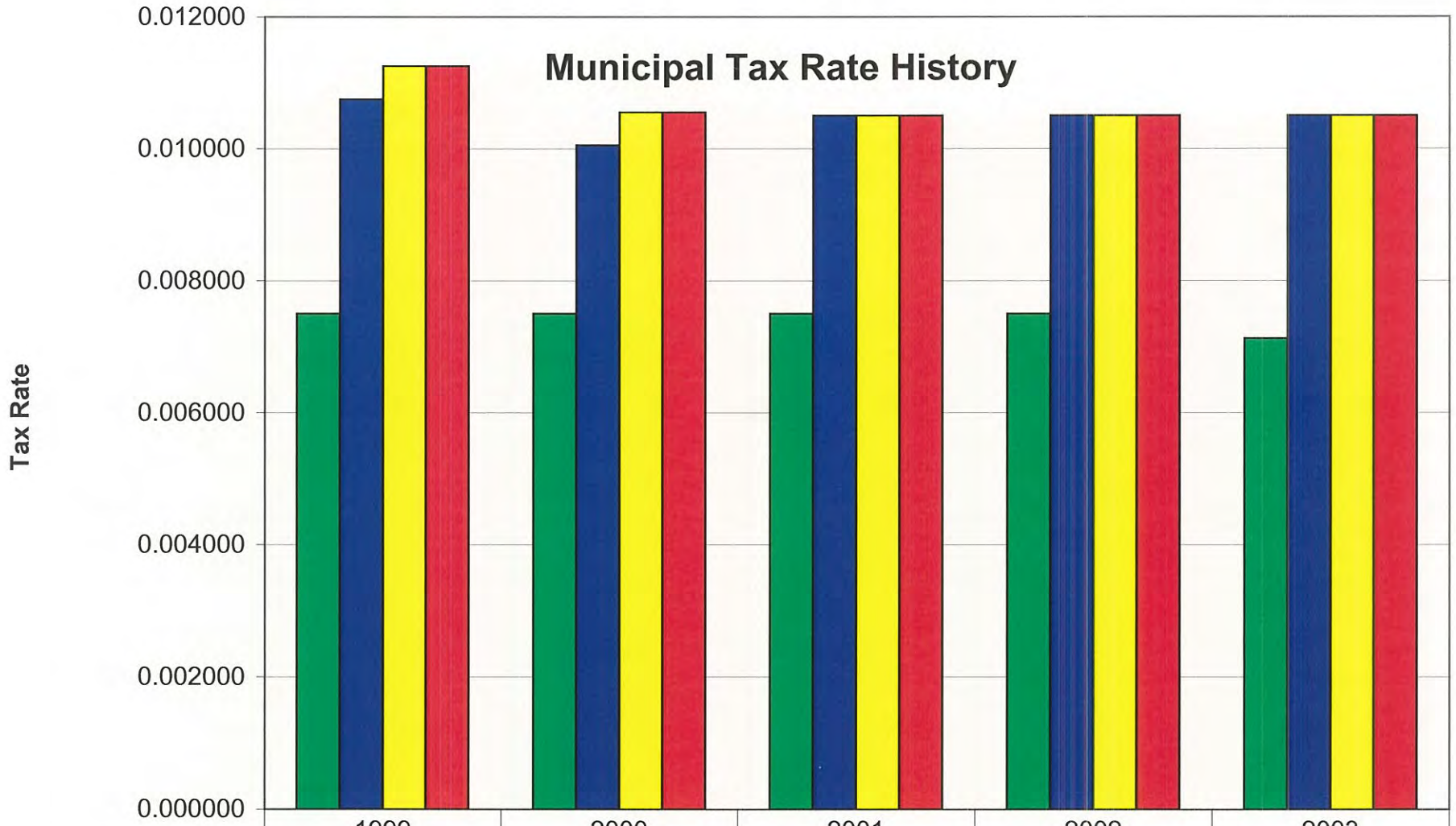


## Assessment History



**Assessment Class by Year**

## Municipal Tax Rate History



	1999	2000	2001	2002	2003
Residential and Farmland	0.007500	0.007500	0.007500	0.007500	0.007125
Non-Residential	0.010750	0.010050	0.010500	0.010500	0.010500
Linear	0.011250	0.010550	0.010500	0.010500	0.010500
Machinery and Equipment	0.011250	0.010550	0.010500	0.010500	0.010500

**Assessment Class by Year**

MD of Mackenzie -Capital Project Monthly Report - 2004

Department	Project Number	Grant eligible amount	Total budget	Actual cost-to-date	Variance	Estimated % of completion	Estimated completion date	Comment
<b>Administration</b>								
PC's, Peripherals & Equipment	6-12-30-01		20,500	17,484.70	3,015			Purchased computers
Portable PC	6-12-30-02		7,500	-	7,500			Project to start after election
NT Server	6-12-30-03		15,000	14,292.21	708			Purchased new server
Furniture & Equipment	6-12-30-04		4,050	766.29	3,284			Purchased TV and fridge
FV MD Office - Paving	6-12-30-05		62,000		62,000			Will be done during summer months
FV MD Office - Landscaping	6-12-30-06		5,982		5,982			Will be done during summer months
R.E.D.I.	6-12-00-07		66,211	18,336.64	47,874			2003CF
<b>Total</b>			181,243	50,879.84	130,363			
<b>Fire Services</b>								
Training Lot Development	6-23-30-01		10,000		10,000			Did not start
Mezzanine - FV Fire Hall	6-23-30-02		10,000		10,000			Did not start
Hazardous Materials Unit	6-23-30-03		10,000		10,000			December 9/03 addition Motion 04-010, Fire Services task force is meeting on April 8th to go over an unit usage agreement
Ice/Water Rescue	6-23-30-04	2,675	5,350		5,350			2003CF, FV Fire Dep. is working on this.
Fire Trailer & Storage Shed	6-23-30-05		7,023		7,023			Waiting to dry, trailer and shed will be moved to Blue Hills
Emergency Reserve	reserve contribution		150,000		150,000			
<b>Total</b>			192,373		192,373			
<b>Ambulance Services</b>								
Evacuation Sidewalk - LC	6-25-40-01		7,500		7,500			Waiting to dry
Ambulance Facility Renovations - FV	6-25-30-02		10,000	12,952.33	- 2,952			Completed
Concrete Pad Replacement - LC Amb	6-25-40-03		7,000		7,000			Waiting to dry
Regional Dispatch Equipment	6-25-40-04	30,000	42,951		42,951			Equipment has been purchased
<b>Total</b>			67,451	12,952.33	54,499			
<b>Enforcement</b>								
Office Renovations	6-26-40-01		2,800	558.64	2,241			In progress
Office Equipment	6-26-40-02		3,000	2,507.35	493			Completed
Quad Replacement	6-26-40-03		8,000		8,000			Did not start
<b>Total</b>			13,800	3,065.99	10,734			
<b>Transportation</b>								
FV Walking Trails	6-32-30-01		35,562		35,562			Did not start
LC Walking Trails	6-32-40-02		20,000	222.09	20,222			Did not start
Zama Walking Trails	6-32-50-03		40,000		40,000			Did not start
Equipment Shelter - Fort Vermilion	6-32-30-04		25,000		25,000			Did not start
Street Lighting	6-32-30-05		30,000		30,000			FV Hamlet



Department	Project Number	Grant eligible amount	Total budget	Actual cost-to-date	Variance	\$	Estimated % of completion	Estimated completion date	Comment
Salt Shed - Zama	6-32-50-06		20,000			20,000			Did not start
Upgrades to AT Shop	6-32-30-07		40,000			40,000			Did not start
94th Avenue Servicing - LC	6-32-40-59	85,000	1,489,000			1,489,000			April 20/04 addition - Motion 04-268
<b>Parks &amp; Recreation:</b>									
Contribution to Reserve	reserve contribution		25,000			25,000			
Zama Playground	6-32-50-08		54,000			54,000			Did not start
La Crete Hill Park	6-32-40-09		9,000	5,709.37		3,291			Washrooms completed
La Crete Skateboarding Park	6-32-40-58		21,200			21,200			50/50 matching grant to LC Recreation board for construction of skateboarding park. April 20/04 addition - Motion 04-267
<b>Vehicle &amp; Equipment:</b>									
Patrol Vehicle	6-32-30-10		50,000			50,000			Did not start
Grader Replacement	6-32-30-11		270,000			270,000			In progress
Cab & Chassis	6-32-30-12		50,000	37,671.11		12,329			Completed
4 Trucks @ \$30,000 each	6-32-30-13		120,000	71,778.98		48,221			Purchased two trucks and mini van, remaining two trucks are e on order
Minor Small Equipment	6-32-30-14		20,000	11,386.65		8,613			In progress
Hydraulic Windrow Eliminator	6-32-30-15		24,000	323.80		23,676			Did not start
Utilities Trailer	6-32-30-16		13,000	13,057.00	-	57			Completed
15' Wing Mower	6-32-30-17		20,000	18,500.00		1,500			Completed
Tandem Truck	6-32-30-18		150,000			150,000			Ordered, expected to arrive end of May
Contribution to Reserve	reserve contribution		485,000			485,000			
<b>Roads Reserve:</b>									
Shoulder Pulls	6-32-30-19		157,000			157,000			Did not start
Assumption Bypass	6-32-30-20		152,000	233.64		151,766			RFD will presented in council
94th Avenue East Paving - LC	6-32-30-21	556,600	1,160,700	7,775.00		1,152,925			Currently securing right of way, tendering process to start May-June
TWP 109-0 RR15-2 to RR15-4A	6-32-30-22		162,500			162,500			Did not start
RR 17/2 south of Blue Hills WTS	6-32-40-23		97,500	285.75		97,214			Did not start
Lighter Curve at RL Road Eastern Curve	6-32-30-24		165,000			165,000			Waiting for federal approval, not anticipating a response in 2004, construction will not likely to occur until 2005
Blue Hills Road	6-32-40-25	3,502,000	3,502,000			3,502,000			Grant was not approved, the project is not going ahead
Heliport Road	6-32-20-26		103,000			103,000			Waiting for petition from land owners
W1/2 26-109-15-5 (Stella Pashko)	6-32-30-27		60,000	9,489.85		50,510			Clearing is complete
Access to NW 25-104-18-5 (Driedger)	6-32-40-28		30,000	1,833.58		28,166			Did not start
Access to NE 25-105-15-5 (Zimmerman)	6-32-40-29		30,000	7,350.00		22,650			Clearing is complete
Access to NE 30-106-13-5 (Neustaeter)	6-32-40-30		30,000	6,819.45		23,181			Clearing is complete
Access to W 11-105-16-5 (Friesen)	6-32-40-31		30,000	787.89		29,212			Did not start
RR 15-0 from TWT105-2A to 105-3 (new)	6-32-40-32		32,500			32,500			Did not start

Department	Project Number	Grant eligible amount	Total budget	Actual cost-to-date	Variance	\$	Estimated % of completion	Estimated completion date	Comment
Sidewalk - 108 Street in LC	6-32-40-33		12,000			12,000			Did not start
Sidewalk Install - Vanguard Realty-extra width	6-32-40-34		19,000			19,000			Did not start
J.L. Investment Tie in	6-32-40-35		38,000			38,000			Local improvement plans will be presented to council
Vanguard Realty-curb, gutter and sidewalk	6-32-40-36		170,000			170,000			Not started yet debenture, local improvement charge
LC 101 Avenue (from 100 St to 101 St)	6-32-40-37	106,980	258,000			258,000			Local improvement plans will be presented to council
LC 99 Avenue (from 100 At to 101 St)	6-32-40-38		234,000			234,000			Local improvement plans will be presented to council
Waterline repl.& St. work - 50 Ave FV	6-32-30-39	182,764	580,000			580,000			Tendering documents are being prepared
Waterline repl.& St. work - Mack. Housing	6-32-30-40	248,872	530,000			530,000			Tendering documents are being prepared
FV 53rd St. from River Road to 49 Ave	6-32-30-41		345,000			345,000			Local improvement plans will be presented to council
JL Investments Phase 3	6-32-40-57		115,000			115,000			Local improvement plans will be presented to council
Annual Road Reserve Contribution	reserve contribution		500,000			500,000			
Gravel Reclamation Reserve	reserve contribution		30,000			30,000			
<b>2003 Carryforward Projects:</b>						-			
Rosenberger Drainage	6-32-30-42	881,325	881,325	31,267.17		850,058			The powerline along NW10-108-13-5 will be rerouted. ATCO will be doing this in the future. Cleanup and finishing will be done using day labour forces. Installation of culverts and a ditch crossing will be publicly tendered. EXH has completed preliminary plans for Phase 3. These will be submitted to AB Environment and AB Transportation for tendering approval.
GIS	6-32-30-43		30,000			30,000			In progress
Equipment Shelter	6-32-30-46		2,566			2,566			Did not start
Bridge Repairs	6-32-30-47	125,000	271,896	5,556.73		266,339			Tender was awarded to Ruskin Construction, waiting for bonding part of construction
Street Lighting	6-32-30-48		30,000			30,000			To be completed by the end of May (La Crete hamlet)
RV Dump in La Crete	6-32-30-49		1,462			1,462			Did not start
Gravel Exploration	6-32-30-50		84,540	8,653.85		75,887			In progress, regional plan has been produced. Sampling in progress
FV Shop	6-32-30-51		18,247			18,247			Did not start
Bridge - BF 78212	6-32-30-52	512,551	566,579	494,565.75		72,014			Completed
Playground - Mackenzie Housing	6-32-30-54		7,224			7,224			Did not start
SE 21-109-15-5 - David Driedger	6-32-30-55		14,719	2,666.31		12,053			Completed
Slide area along River Road	6-32-30-56		155,000	82.50		154,918		May-04	Construction to begin mid. April
<b>Total</b>			<b>13,617,520</b>	<b>735,572.29</b>		<b>12,881,948</b>			
<b>Airport</b>						-			
Zama Airport Upgrade	6-33-50-01		50,000			50,000			2003CF
<b>Total</b>			<b>50,000</b>			<b>50,000</b>			
<b>Water Services</b>						-			
Cathodic Protection Program	6-41-30-01		15,000			15,000			Did not start

Department	Project Number	Grant eligible amount	Total budget	Actual cost-to-date	Variance	Estimated % of completion	Estimated completion date	Comment
Water Mains Maintenance - FV	6-41-30-02		30,000		30,000			Did not start
Hydrant Flow Recorder	6-41-30-03		6,000		6,000			Did not start
La Crete Water System Upgrade	6-41-40-04		10,224,748	192,688.18	10,032,060			Tenders will be closed April 15th
<b>Total</b>			10,275,748	192,688.18	10,083,060			
<i>Sewer Services</i>								
Sludge Removal & Berm Repair - LC	6-42-40-01		50,000		50,000			Did not start
Evaporative Cell - Zama	6-42-50-02	47,850	65,714		65,714			Did not start
Replacement of Valves at Lagoons - FV	6-42-30-03		25,000		25,000			Did not start
<b>Total</b>			140,714		140,714			
<i>Garbage Services</i>								
Metal Recycling	6-43-30-01		21,000		21,000			Getting quotes
6 Cubic Yard Bins	6-43-30-02		30,000		30,000			Did not start
Regional Landfill-88 Connector-Fes. Study	6-43-30-03		23,703		23,703			Task force meeting to be scheduled in April
<b>Total</b>			51,000		51,000			
<i>Agricultural Services</i>								
High Level East Drainage	6-63-30-01	256,223	409,087	4,009.43	405,078			EXH is preparing tender packages
Rosenberger Drainage Line 5	6-63-30-02		38,520	485.00	38,035			from drainage reserve, added March 9/04 by Motion 04-136
Contribution to Drainage Reserve	reserve contribution		150,000		150,000			
<b>Total</b>			597,607	4,494.43	593,113			