

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

**Tuesday, June 22, 2004
6:00 p.m.**

**Great Room
Long Term Care**

La Crete, 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 June 8, 2004 Regular Council Meeting *Page 7*
- BUSINESS ARISING OUT OF THE MINUTES:** 4. a)
- DELEGATIONS:** 5. a) Compass Assessment *Page 35*
b)
- PUBLIC HEARINGS:** 6. a) Bylaw 428/04 – Land Use Bylaw Amendment to Rezone From Agricultural District 1 “A1” to Hamlet Country Residential District 1 “HCR1” Pt. SW 16-106-15-W5M *Page 37*
b) Bylaw 445/04 – Land Use Bylaw Amendment to Rezone From Agricultural District 1 “A1” to Rural Country Residential District 3 “RC3” Pt. NE 23-104-15-W5M *Page 49*
c)

**COUNCIL
COMMITTEE AND
CAO REPORTS:**

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

**GENERAL
REPORTS:**

- 8. a) Strategic Plan Update *Page 61*

**AGRICULTURAL
SERVICES:**

- 9. a)

**OPERATIONAL
SERVICES:**

- 10. a) La Crete and Fort Vermilion Street Improvements *Page 75*
- b) Shoulder Pulls *Page 79*
- c)
- d)
- e)

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

- 11. a) Bylaw 272/01 – Parks Bylaw *Page 79*
- b) Bylaw 458/04 – Fire Services Bylaw *Page 99*
- c) Policy EMR004 – Level of Fire Services, Zama Fire and Rescue *(to be distributed via fax)*
- d)
- e)
- f)

CORPORATE SERVICES:

- | | | | |
|-----|----|---|-----------------|
| 12. | a) | Policy FIN023 – Local Improvement Charge Cancellation | <i>Page 127</i> |
| | b) | Recreation Boards Facilities Funding | <i>Page 129</i> |
| | c) | Alberta Centennial per Capita Municipal Grant Program | <i>Page 135</i> |
| | d) | 'Confronting Water Scarcity' Conference | <i>Page 147</i> |
| | e) | Tenth Anniversary Commemorative Pin | <i>Page 153</i> |
| | f) | | |
| | g) | | |
| | h) | | |

IN CAMERA SESSION:

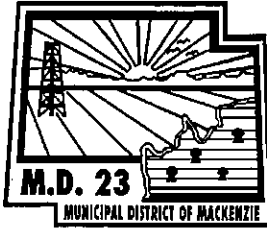
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| 13. | a) | Legal Matters | |
|-----|----|---------------|--|

NEXT MEETING DATE:

- | | | | |
|-----|----|---|--|
| 14. | a) | Regular Council Meeting
10:00 p.m.
Tuesday, July 13, 2004
Council Chambers, Fort Vermilion | |
|-----|----|---|--|

ADJOURNMENT:

- | | | | |
|-----|----|-------------|--|
| 15. | a) | Adjournment | |
|-----|----|-------------|--|



M.D. of Mackenzie No. 23

Request For Decision

Meeting:	Regular Council Meeting
Meeting Date:	June 22, 2004
Originated By:	Barb Spurgeon, Executive Assistant
Title:	June 8, 2004 Regular Council Meeting Minutes
Agenda Item No:	3. a)

BACKGROUND / PROPOSAL:

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Attached are the minutes of the June 8, 2004 Regular Council Meeting.

COSTS / SOURCE OF FUNDING:

RECOMMENDED ACTION (by originator):

That the minutes of the June 8, 2004 regular council meeting be adopted as presented.

Review:

Dept.

C.A.O.

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

**Tuesday, June 8, 2004
10:00 a.m.**

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

PRESENT:

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

ABSENT:

Willie Wieler	Councillor
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ALSO PRESENT:

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

Minutes of the regular Council meeting for the Municipal District of Mackenzie No. 23 held on Tuesday, June 8, 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 10:03 a.m.

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

MOTION 04-409 **MOVED** by Councillor Bateman

That the agenda be adopted as amended by adding :

- 3. b) Minutes of June 7, 2004
 Special Council Meeting
- 11. l) Policing Task Force
- 12. s) High Level Native Friendship Centre
- 12. t) Highway 88 Committee
- 12. u) Rocky Lane Agricultural Society

CARRIED

MOTION 04-410 **MOVED** by Councillor Kulscar

That the Strategic Plan be brought to the next Council meeting.

CARRIED

**ADOPTION OF
THE PREVIOUS
MINUTES:**

- 3. a) **Minutes of the May 18, 2004
 Regular Council Meeting**

MOTION 04-411 **MOVED** by Councillor Peters

That the minutes of the May 18, 2004 Regular Council Meeting be adopted as presented.

CARRIED

- 3. b) **Minutes of the June 7, 2004
 Special Council Meeting**

MOTION 04-412 **MOVED** by Councillor Kulscar
Requires Unanimous
Consent

That the minutes of the June 7, 2004 Special Council Meeting be adopted as presented.

CARRIED

**BUSINESS ARISING
OUT OF THE
MINUTES:**

4. a)

There were no items under this heading.

DELEGATIONS:

5. a) **La Crete Agricultural Society**

Reeve Neufeld welcomed Helen Braun and Eva Friesen from the La Crete Agricultural Society to the meeting at 10:08 a.m.

Ms. Braun presented a proposal on the construction of a new community center in La Crete.

Reeve Neufeld thanked Mrs. Braun and Mrs. Friesen, who then left the table at 10:44 a.m.

MOTION 04-413 MOVED by Councillor Kulscar

That the new La Crete Community Hall project be considered for the 2005 budget and that a letter of support be written stating Council's willingness to review the proposal at budget time.

Councillor Bateman requested a recorded vote on Motion 04-413

CARRIED

In favor - Councillor Kulscar, Councillor Bateman Councillor Flett
Deputy Reeve Sarapuk, Councillor Newman, Councillor Driedger
Opposed – Reeve Neufeld, Councillor Thiessen, Councillor Peters

Reeve Neufeld recessed the meeting at 10:57 a.m.

Reeve Neufeld reconvened the meeting at 11:09 a.m.

**PUBLIC
HEARINGS:**

6. a) **Bylaw 411/04 – Road Closure for
SE 23-105-15-W5M and NE 14-105-15-W5M**

Reeve Neufeld called the public hearing for Bylaw 411/04 to order at 11:10 a.m.

Reeve Neufeld asked if the public hearing for proposed Bylaw 411/04 was properly advertised. Paul Driedger answered that the bylaw was advertised in accordance with the Municipal Government Act.

Reeve Neufeld asked the Development Authority to outline the proposed Land Use Bylaw Amendment. Paul Driedger presented the Development Authority's submission.

Reeve Neufeld asked if Council had any questions of the proposed Land Use Bylaw Amendment.

Reeve Neufeld asked if any submissions were received in regards to proposed Bylaw 411/04. Paul Driedger answered that there were none.

Reeve Neufeld asked if there was anyone present who would like to speak in regards of the proposed Bylaw 411/04.

Reeve Neufeld closed the public hearing for Bylaw 411/04 at 11:12 a.m.

MOTION 04-415
Bylaw 411/04
Second Reading

MOVED by Councillor Newman

That second reading be given to Bylaw 411/04 being a Road Closure Bylaw to close and sell a portion of Road Plan 3853LZ located on SE23-105-15-W5M and NE 14-105-15-W5M.

CARRIED

MOTION 04-416
Bylaw 411/04
Third Reading

MOVED by Councillor Bateman

That third reading be given to Bylaw 411/04 being a Road Closure Bylaw to close and sell a portion of Road Plan 3853LZ located on SE23-105-15-W5M and NE 14-105-15-W5M.

CARRIED

6. b) **Bylaw 436/04– Land Use Bylaw Amendment
to Rezone from Hamlet Residential District 1 “HR1”
and Hamlet Residential District 1B “HR1B”
Part of SW 9-106-15-W5M**

Reeve Neufeld called the public hearing for Bylaw 436/04 to order at 11:12 a.m.

Reeve Neufeld asked if the public hearing for proposed Bylaw 436/04 was properly advertised. Paul Driedger answered that the bylaw was advertised in accordance with the Municipal Government Act.

Reeve Neufeld asked the Development Authority to outline the proposed Land Use Bylaw Amendment. Paul Driedger presented the Development Authority's submission.

Reeve Neufeld asked if Council had any questions of the proposed Land Use Bylaw Amendment.

Reeve Neufeld asked if any submissions were received in regards to proposed Bylaw 436/04. Paul Driedger answered that there were none.

Reeve Neufeld asked if there was anyone present who would like to speak in regards of the proposed Bylaw 436/04.

Reeve Neufeld closed the public hearing for Bylaw 436/04 at 11:16 a.m.

MOTION 04- 417
Bylaw 436/04
Second Reading

MOVED by Councillor Newman

That second reading be given to Bylaw 436/04 being a Land Use Bylaw Amendment to rezone Pt. SW 9-106-15-W5M from Hamlet Residential District 1 "HR1" to Hamlet Residential District 1A "HR1A" and Hamlet Residential District 1 B "HR1B"Part of SW 9-106-15-W5M.

CARRIED

MOTION 04-418
Bylaw 436/04
Third reading

MOVED by Councillor Thiessen

That third reading be given to Bylaw 436/04 being a Land Use Bylaw Amendment to rezone Pt. SW 9-106-15-W5M from Hamlet Residential District 1 "HR1" to Hamlet Residential District 1A "HR1A" and Hamlet Residential District 1 B "HR1B"Part of SW 9-106-15-W5M.

CARRIED

6. c) **Bylaw 438/04 – Land Use Bylaw Amendment
Plan 2938RS, Block 01, Lot 02, Fort Vermillion
Hamlet Commercial District 1 "HC1" to
Direct Control District 2 "DC2"**

Reeve Neufeld called the public hearing for Bylaw 438/04 to order at 11:16 a.m.

Reeve Neufeld asked if the public hearing for proposed Bylaw 438/04 was properly advertised. Paul Driedger answered that the bylaw was advertised in accordance with the Municipal Government Act.

Reeve Neufeld asked the Development Authority to outline the proposed Land Use Bylaw Amendment. Paul Driedger presented the Development Authority's submission.

Reeve Neufeld asked if Council had any questions of the proposed Land Use Bylaw Amendment.

Reeve Neufeld asked if any submissions were received in regards to proposed Bylaw 438/04. Paul Driedger answered that there were none.

Reeve Neufeld asked if there was anyone present who would like to speak in regards of the proposed Bylaw 438/04.

Reeve Neufeld closed the public hearing for Bylaw 438/04 at 11:17 a.m.

MOTION 04-419
Bylaw 438/04
Second Reading

MOVED by Councillor Newman

That second reading be given to Bylaw 438/04 being a Land Use Bylaw Amendment to rezone Plan 2938RS, Block 01, Lot 02, Fort Vermilion Hamlet Commercial District 1 "HC1" to Direct Control District 2 "DC2".

CARRIED

MOTION 04-420
Bylaw 438/04
Third reading

MOVED by Deputy Reeve Sarapuk

That third reading be given to Bylaw 438/04 being a Land Use Bylaw Amendment to rezone Plan 2938RS, Block 01, Lot 02, Fort Vermilion Hamlet Commercial District 1 "HC1" to Direct Control District 2 "DC2".

CARRIED

6. d) **Bylaw 442/04 – Land Use Bylaw Amendment
To Amend Bylaw 414/04
Parcel Density and Farmstead Separation**

Reeve Neufeld called the public hearing for Bylaw 442/04 to order at 11:18 a.m.

Reeve Neufeld asked if the public hearing for proposed Bylaw 442/04 was properly advertised. Paul Driedger answered that the bylaw was advertised in accordance with the Municipal Government Act.

Reeve Neufeld asked the Development Authority to outline the proposed Land Use Bylaw Amendment. Paul Driedger presented the Development Authority's submission.

Reeve Neufeld asked if Council had any questions of the proposed Land Use Bylaw Amendment. Council asked if both parcels is considered to be separate quarters and Paul Driedger answered that one would be considered a vacant subdivision and the other would be the balance of the quarter.

Reeve Neufeld asked if any submissions were received in regards to proposed Bylaw 442/04. Paul Driedger answered that there were none.

Reeve Neufeld asked if there was anyone present who would like to speak in regards of the proposed Bylaw 442/04.

Reeve Neufeld closed the public hearing for Bylaw 442/04 at 11:25 a.m.

MOTION 04-421
Bylaw 442/04
Second Reading

MOVED by Deputy Reeve Sarapuk

That second reading be given to Bylaw 442/04 being a Land Use Bylaw Amendment to remove 'Maximum 20 acres' from section 5.2A.C(1) Residential Uses and add section 1.2 Definitions 'Natural Water Course'.

CARRIED

MOTION 04-422
Bylaw 442/04
Third reading

MOVED by Councillor Newman

That third reading be given to Bylaw 442/04 being a Land Use Bylaw Amendment to remove 'Maximum 20 acres' from section 5.2A.C(1) Residential Uses and add section 1.2 Definitions 'Natural Water Course'.

CARRIED

6. e) **Bylaw 444/04 – Land Use Bylaw Amendment
To Rezone from Hamlet Residential District 1 “HR1” to
Mobile Home Subdivision District 1 “MHS1”
Part of SW 9-106-15-W5M**

Reeve Neufeld called the public hearing for Bylaw 444/04 to order at 11:25 a.m.

Reeve Neufeld asked if the public hearing for proposed Bylaw 444/04 was properly advertised. Paul Driedger answered that the bylaw was advertised in accordance with the Municipal Government Act.

Reeve Neufeld asked the Development Authority to outline the proposed Land Use Bylaw Amendment. Paul Driedger presented the Development Authority’s submission.

Reeve Neufeld asked if Council had any questions of the proposed Land Use Bylaw Amendment.

Reeve Neufeld asked if any submissions were received in regards to proposed Bylaw 444/04. Paul Driedger answered that there were none.

Reeve Neufeld asked if there was anyone present who would like to speak in regards of the proposed Bylaw 444/04.

Reeve Neufeld closed the public hearing for Bylaw 444/04 at 11: 27 a.m.

MOTION 04-423
Bylaw 444/04
Second Reading

MOVED by Councillor Bateman

That second reading be given to Bylaw 444/04, being a Land Use Bylaw Amendment to Rezone Part of SW 9-106-15-W5M from Hamlet Residential District 1 “HR1” to Mobile Home Subdivision District 1 “MHS1” and Hamlet Residential District 1B “HR1B”.

CARRIED

MOTION 04-424
Bylaw 444/04
Third reading

MOVED by Councillor Newman

That third reading be given to Bylaw 444/04 being a Land Use Bylaw Amendment to Rezone Part of SW 9-106-15-W5M from Hamlet Residential District 1 “HR1” to Mobile Home Subdivision District 1 “MHS1” and Hamlet Residential District 1B “HR1B”.

CARRIED

**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 High Level Forest Education Advisory Board, and Mackenzie Regional Governance Forum. Councillor Driedger reported on Mackenzie Regional Governance Forum, Highway 88 Task Force, and Mackenzie Housing Board.

Councillor Peters reported no meetings.

Councillor Bateman reported no meetings.

Councillor Flett reported on the FCM Conference.

Councillor Newman reported on Upper Hay Fish and Wildlife Committee.

Councillor Kulscar reported on Mackenzie Regional Governance Forum, Fairview College Advisory Committee, and the luncheon in Edmonton for Fairview College Advisory Committee.

Councillor Thiessen reported no meetings.

Reeve Neufeld reported on AAMD&C Official Opening, Mackenzie Regional Governance Forum, Aboriginal Issues Committee, and Regional AAMD&C Reeves and CAO meeting,

MOTION 04-425 MOVED by Councillor Kulscar

That the Council Committee verbal reports be received as information.

CARRIED

7. b) CAO Report

MOTION 04-426 MOVED by Councillor Bateman

That the written report submitted by the Chief Administrative Officer be accepted as presented.

CARRIED

**GENERAL
REPORTS:**

8. a) **Capital Projects 2004 Progress Report &
Year to Date Operating Income Statement**

MOTION 04-427 **MOVED** by Councillor Newman

That the Capital Projects 2004 Progress Report & Year to Date Operating Income Statement be received for information.

CARRIED

Reeve Neufeld recessed the meeting at 12:00 a.m.
Reeve Neufeld reconvened the meeting at 12:45 p.m.

Councillor Thiessen left the meeting 12:45 p.m.

MOTION 04-428 **MOVED** by Councillor Bateman

That consideration be given to move in camera to discuss issues under the Freedom of Information and Protection of Privacy, Alberta Regulation 200/95 (12:45 p.m.).

CARRIED

13. a) **Rocky Lane East Curve Adjustment**

Freedom of Information and Protection of Privacy, Alberta Regulation 200/95. Section 16(1)(a)(i).

Councillor Flett entered the meeting at 12:50 p.m.

MOTION 04-429 **MOVED** by Councillor Newman

That Council come out of camera (1: 24 p.m.).

CARRIED

MOTION 04-430 **MOVED** by Councillor Kulscar

That negotiations be entered into for change of scope for project #6-3230-245

CARRIED

AGRICULTURAL SERVICES:

9. a) **Summary of Activities**

MOTION 04-431 **MOVED** by Councillor Peters

That the written Summary of Activities from the Agricultural Fieldman be accepted as presented.

CARRIED

OPERATIONAL SERVICES:

10. a) **2004 Metal Recycling Program**

MOTION 04-432 **MOVED** by Councillor Driedger

That the 2004 Metal Recycling Program Update be received for information.

CARRIED

10. b) **Tire Recycling Association of Alberta**

MOTION 04-433 **MOVED** by Councillor Newman
Requires 2/3 majority

That the 2004 Capital Budget be amended to include the following:

<u>Project</u>	<u>Funding</u>	<u>Cost</u>
Tire Marshalling Area Project	Tire Recycling Management Association Tire Marshalling Area Grant	\$29,993

CARRIED

10. c) **Preliminary Report – Advisory Committee on Water Use Practice and Policy**

MOTION 04-434 **MOVED** by Councillor Bateman

That the responses to the Advisory Committee on Water Use Practice and Policy recommendations be approved as presented.

CARRIED

10. d) **Rural Water Points Maintenance**

MOTION 04-435 **MOVED** by Councillor Kulscar

That the rural water point maintenance report and checklist be accepted for information.

CARRIED

10. e) **2005-2007 Local Bridge Priorities**

MOTION 04-436 **MOVED** by Councillor Bateman

That the three-year Local Bridge Priority listing be adopted as presented.

CARRIED

10. f) **REDI Regional Airport Management Study Phase II**

MOTION 04-437 **MOVED** by Councillor Newman
Requires 2/3 majority

That the Municipal District of Mackenzie jointly participate in the REDI Regional Airport Management Study – Phase II, and contribute funding in the amount of \$10,000 provided Council is able to ratify the terms of reference, have input into the process, and is able to approve the draft report before release.

CARRIED

10. g) **Director's Report**

MOTION 04-438 **MOVED** by Councillor Kulscar

That the written report submitted by the Director of Operational Services be accepted as presented.

CARRIED

Reeve Neufeld recessed the meeting at 2:15 p.m.

Reeve Neufeld reconvened the meeting at 2:27 p.m.

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

11. a) **Bylaw 440/04 – Off Site Levy for
Water and Sewer for Residential Subdivision
in the East Part of La Crete**

MOTION 04-439

Bylaw 440/04

First Reading

MOVED by Councillor Bateman

That first reading be given to Bylaw 440/04 for the imposition of an offsite levy affecting the Hamlet Country Residential Districts and the Industrial Districts of La Crete.

CARRIED

11. b) **Bylaw 447/04 – Land Use Bylaw Amendment
Plan 042 201, Block 04, Lot 30, Zama
Hamlet General “HG” to
Direct Control District “DC2”**

MOTION 04-440

Bylaw 447/04

First Reading

MOVED by Councillor Newman

That first reading be given to Bylaw 447/04 being a bylaw to re-zone Plan 042 2001, Block 04, Lot 30 from Hamlet General “HG” to Direct Control District 2 “DC2”.

CARRIED

11. c) **Bylaw 457/04 – Land Use Bylaw Amendment to
amend the Hamlet Residential District “HR1”
Zoning**

MOTION 04-441

Bylaw 457/04

First Reading

Requires Unanimous

Consent

MOVED by Councillor Peters

That first reading be given to Bylaw 457/04 being a Land Use Bylaw amendment to amend the Hamlet residential District 1 “HR1” zoning.

CARRIED

11. c) **Bylaw 451/04 – Hamlet of La Crete Rezoning**

MOTION 04-442

Bylaw 451/04

First Reading

MOVED by Councillor Bateman

That first reading be given to Bylaw 451/04 being a Land Use Bylaw amendment to rezone the entire Hamlet of La Crete.

CARRIED

11. d) **Bylaw 453/04- Rezoning Certificates of Titles within Fort Vermilion Settlement, Range 4, River Lot 12 from Agricultural District 1 "A1" to Rural Country Residential District 1 "RC1" and Highway Development District "HD1"**

MOTION 04-443

Bylaw 453/04

First Reading

MOVED by Deputy Reeve Sarapuk

That first reading be given to Bylaw 453/04 being a land use bylaw amendment to rezone River Lot 12, range 4 Fort Vermilion Settlement from Agricultural District 1 "A1" to Rural Country Residential District 1 "RC1" and Highway Development District "HD1".

CARRIED

11. e) **Bylaw 456/04 Land Use Bylaw Amendment Plan 8821687, Block 08, Lot 10, Zama Hamlet General District 1 "HG1" to Direct Control District 2 "DC2"**

MOTION 04-444

Bylaw 456/04

First Reading

MOVED by Councillor Driedger

That first reading be given to Bylaw 456/04 being a bylaw to re-zone Plan 8821687, Block 08, Lot 10 in the Hamlet of Zama from Hamlet General District 1 "HG1" to Direct Control District 2 "DC2".

CARRIED

11. f) **Municipal Water Service within the Inter-Municipal Development Plan Area**

MOTION 04-445 **MOVED** by Councillor Peters

That the previous Inter-Municipal Development Plan (IDP) committee meets with the Town of High Level to negotiate an agreement for the provision of municipal water service to MD residents.

CARRIED

11. g) **Fire Service Response Invoicing**

MOTION 04-446 **MOVED** by Councillor Kulscar

That the fire services bylaw be brought to Council to review the fee schedule.

CARRIED

11. h) **High Level RCMP Statistical Report January – March 2004**

MOTION 04-447 **MOVED** by Councillor Bateman

That the High Level RCMP statistical comparison report be accepted as information.

CARRIED

11. i) **Fort Vermilion RCMP Statistical Report January – March 2003 & 2004**

MOTION 04-448 **MOVED** by Deputy Reeve Sarapuk

That the Fort Vermilion RCMP statistical comparison report be accepted as information.

CARRIED

11. j) **Waterfront Cottage Development within the
Municipal District of Mackenzie**

MOTION 04-449 **MOVED** by Councillor Bateman

That Reeve Neufeld and Deputy Reeve Sarapuk be appointed to the Waterfront Cottage Development Task Force.

CARRIED

11. k) **Director's Report**

MOTION 04-450 **MOVED** by Councillor Bateman

That the written report submitted by the Director of Planning, Emergency, and Enforcement Services be received for information.

CARRIED

11. l) **Policing Task Force**

MOTION 04-451 **MOVED** by Councillor Bateman

That Administration set up a meeting for the Policing Task Force to meet with Alberta Solicitor General Heather Forsythe.

CARRIED

**CORPORATE
SERVICES:**

12. a) **Bylaw 427/04 – Local Improvement Plan
49th Avenue Fort Vermilion**

MOTION 04-452

Bylaw 427/04

Second Reading

Requires 2/3 Majority

MOVED by Councillor Newman

That second reading be given to Bylaw 427/04 being a bylaw to approve a local improvement charge for curb, gutter, and sidewalks on specific properties within the municipality.

CARRIED

MOTION 04-453

Bylaw 427/04

Third Reading

Requires 2/3 Majority

MOVED by Councillor Bateman

That third reading be given to Bylaw 427/04 being a bylaw to approve a local improvement charge for curb, gutter, and sidewalks on specific properties within the municipality.

CARRIED

**12. b) Bylaw 430/04 – Local Improvement Plan
101 Street La Crete**

MOTION 04-454

Bylaw 430/04

Second Reading

Requires 2/3 Majority

MOVED by Councillor Newman

That second reading be given to Bylaw 430/04 being a bylaw to approve a local improvement charge for sidewalks on specific properties within the municipality.

CARRIED

MOTION 04-455

Bylaw 430/04

Third Reading

Requires 2/3 Majority

MOVED by Councillor Bateman

That third reading be given to Bylaw 430/04 being a bylaw to approve a local improvement charge for sidewalks on specific properties within the municipality.

CARRIED

**12. c) Bylaw 437/04 – Debenture Borrowing for the
La Crete Water Treatment Facility**

MOTION 04-456

Bylaw 437/04

Second Reading

MOVED by Councillor Peters

That second 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.

CARRIED

MOTION 04-457

Bylaw 437/04

Third Reading

MOVED by Councillor Kulscar

That third 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.

CARRIED

12. d) **Bylaw 439/04 – Local Improvement for Water
94th Avenue**

MOTION 04-458 **MOVED** by Councillor Driedger

That the Local Improvement Plan for industrial lots north on 94th Avenue along 97th Street and a portion of 101 Avenue and 99th Street be approved as presented.

CARRIED

MOTION 04-459 **MOVED** by Councillor Kulscar

Bylaw 439/04
First Reading
Requires 2/3 Majority

That first reading be given to Bylaw 439/04 being a bylaw to approve a local improvement charge for construction of water servicing for the industrial portion from 94th Avenue along 97th Street to 101 Avenue; from 97th street along 101 Avenue to 99 Street; and from Lot 16, Block 5, Plan 8921327 along 99 Street to the north end of Plan 9421213, Block 19, Lot 3, in the Hamlet of La Crete.

CARRIED

12. e) **Bylaw 448/04 – Honorariums and Expenses**

MOTION 04-460 **MOVED** by Councillor Newman

Bylaw 448/04
First Reading
Requires 2/3 Majority

That first reading be given to Bylaw 448/04, being a Bylaw to provide honorariums and related expense reimbursement for Councillors and approved committee members replacing Bylaw 372/03.

CARRIED

MOTION 04-461 **MOVED** by Deputy Reeve Sarapuk

Bylaw 448/04
Second Reading
Requires 2/3 Majority

That second reading be given to Bylaw 448/04, being a Bylaw to provide honorariums and related expense reimbursement for Councillors and approved committee members replacing Bylaw 372/03.

CARRIED

MOTION 04-462
Bylaw 448/04
Requires Unanimous

MOVED by Deputy Reeve Sarapuk

That consideration be given to go to third reading for Bylaw 448/04, being a Bylaw to provide honorariums and related expense reimbursement for Councillors and approved committee members replacing Bylaw 372/03.

CARRIED

MOTION 04-463
Bylaw 448/04
Third Reading
Requires 2/3 Majority

MOVED by Councillor Bateman

That third reading be given to Bylaw 448/04, being a Bylaw to provide honorariums and related expense reimbursement for Councillors and approved committee members replacing Bylaw 372/03.

CARRIED

12. f) Bylaw 449/04 – Local Improvement for Water
94th Avenue

MOTION 04-464

MOVED by Councillor Peters

That the Local Improvement Plan for existing residential lots on SE 10-106-15-5 north of 94th Avenue be approved as presented.

CARRIED

MOTION 04-465
Bylaw 449/04
First Reading
Requires 2/3 Majority

MOVED by Councillor Kulscar

That first reading be given to Bylaw 449/04 being a bylaw to approve a local improvement charge for construction of water servicing for the residential portion from 94th Avenue along 92nd Street to 95th Avenue; from 92nd Street along 95th Avenue, 95th Street and 100th Avenue to the East side of Plan 04 , Block 2, Lot 13; and along 94th Street south of 100th Avenue in the Hamlet of La Crete.

CARRIED

12. g) Bylaw 450/04 – Local Improvement for Water
94th Avenue

MOTION 04-466 **MOVED** by Councillor Kulscar

That the Local Improvement Plan for existing residential lots on NE 3-106-15-5 south of 94th Avenue be approved as presented.

CARRIED

MOTION 04-467 **MOVED** by Councillor Peters

Bylaw 450/04
First Reading
Requires 2/3 Majority

That first reading be given to Bylaw 450/04 being a bylaw to approve a local improvement charge for construction of water servicing for the residential portion from 94th Avenue along 94th and 95th Street to 87th Avenue; from the west side of Plan 04, Block 5, Lot 1 along 87th Avenue along 93rd Street to 92nd Avenue; from 94th Street along 91st and 92nd Avenue to the east side of Plan 04, Block 5, Lot 8 in the Hamlet of La Crete.

CARRIED

12. h.) Bylaw 454/04 – To Amend Bylaw 310/02
To Vary Local Improvement Tax Bylaw Pursuant
to Section 402 of the Municipal Government Act

MOTION 04-468 **MOVED** by Councillor Peters

Bylaw 454/04
First Reading

That first reading be given to Bylaw 454/04, being a bylaw to amend Bylaw 310/02

- (a) Deleting the property description "Northwest of section 10, Township 106, Range 15, West of 5th Meridian north or plan 012 0063 and south of the southern boundary of Township Road 106-2"; and
- (b) Replacing with property description of "Lot 3, Block 20, Plan 042 1258".

CARRIED

MOTION 04-469

Bylaw 454/04

Second Reading

MOVED by Councillor Newman

That second reading be given to Bylaw 454/04, being a bylaw to amend Bylaw 310/02

- a) Deleting the property description "Northwest of section 10, Township 106, Range 15, West of 5th Meridian north or plan 012 0063 and south of the southern boundary of Township Road 106-2"; and
- b) Replacing with property description of "Lot 3, Block 20, Plan 042 1258".

CARRIED

MOTION 04-470

Requires Unanimous

Consent

MOVED by Councillor Kulscar

That consideration be given to go to third reading for Bylaw 454/04, being a bylaw to amend Bylaw 310/02

- a) Deleting the property description "Northwest of section 10, Township 106, Range 15, West of 5th Meridian north or plan 012 0063 and south of the southern boundary of Township Road 106-2"; and
- b) Replacing with property description of "Lot 3, Block 20, Plan 042 1258".

CARRIED

MOTION 04-471

Bylaw 454/04

Third Reading

MOVED by Deputy Reeve Sarapuk

That third reading be given to Bylaw 454/04, being a bylaw to amend Bylaw 310/02

- a) Deleting the property description "Northwest of section 10, Township 106, Range 15, West of 5th Meridian north or plan 012 0063 and south of the southern boundary of Township Road 106-2"; and
- b) Replacing with property description of "Lot 3, Block 20, Plan 042 1258".

CARRIED

12. i) **Fort Vermilion Administration/
Public Works Building**

MOTION 04-472 **MOVED** by Councillor Bateman

That the property known as the old administration building and public works building in Fort Vermilion be advertised as Request for Proposal and all offers be brought to Council for consideration.

CARRIED

12. j) **Recruitment and Retention of Physicians**

MOTION 04-473 **MOVED** by Councillor Bateman

That a public forum be hosted on recruitment and retention of physicians.

CARRIED

MOTION 04-474 **MOVED** by Councillor Kulscar

That all Councillors be authorized to attend the public meeting being held July 7, 2004 on physician recruitment and retention.

CARRIED

12. k) **Recreation Volunteer Recognition Award**

MOTION 04-475 **MOVED** by Councillor Kulscar

That this be forwarded to the community recreation groups for their consideration.

CARRIED

12. l) **Northwest Corridor Development Conference**

A general discussion was held on the fall Northwest Corridor Development Conference.

12. m) Meeting With Northern Lights Health Region

MOTION 04-476 MOVED by Councillor Kulscar

That the MD be placed as a delegation on the next meeting held on the west side of the region.

CARRIED

12. n) Northwest Alberta Mayors and Reeves Meeting

MOTION 04-477 MOVED by Councillor Newman

That Reeve Neufeld be authorized to attend the Northwest Alberta Mayors and Reeves meeting in Valleyview on June 25, 2004.

CARRIED

12. o) Workshop Summary and Follow-up Consultation

MOTION 04-478 MOVED by Councillor Kulscar

That Council input on "Helping Your Association Plan for the Future" survey be submitted to the AAMD&C.

CARRIED

12. p) Minister's Awards for Municipal Excellence

MOTION 04-479 MOVED by Councillor Peters

That Council submit the Mackenzie Regional Governance Forum for the Minister's Awards for Municipal Excellence.

CARRIED

12. q) Canadian Taxpayer Federation's
6th Annual Gas Tax Honesty Campaign

MOTION 04-480 MOVED by Councillor Kulscar

That correspondence from the Canadian Taxpayer Federation on the Municipal Roadway Trust Petition be received for information.

CARRIED

12. r) Northern Alberta Mayor's Caucus and Reeves

MOTION 04-481 **MOVED** by Councillor Newman

That Reeve Neufeld or designate be authorized to attend the Northern Alberta Mayor's Caucus and Reeves meeting in Edmonton on June 18, 2004.

CARRIED

12. s) High Level Native Friendship Centre Society

MOTION 04-482 **MOVED** by Councillor Bateman

That correspondence from the High Level Native Friendship Centre Society be received for information.

CARRIED

12. t) Highway 88 Meeting - Friday June 11, 2004

MOTION 04-483 **MOVED** by Councillor Kulscar

That all Councillors be authorized to attend the meeting with Minister Calahassen in Slave Lake.

CARRIED

11. u.) Rocky Lane Agricultural Society

MOTION 04-484 **MOVED** by Councillor Kulscar

That a letter of support be written on behalf of the Rocky Lane Agricultural Society application to the Centennial Legacies Grant Program.

CARRIED

Councillor Bateman left the meeting at 4:05 p.m.

MOTION 04-485 **MOVED** by Councillor Newman

That consideration be given to move in camera to discuss issues under the Freedom of Information and Protection of Privacy, Alberta Regulation 200/95 (4:05 p.m.).

CARRIED

IN CAMERA
SESSION:

13. b) **Organizational Chart Changes**

Freedom of Information and Protection of Privacy, Alberta Regulation 200/95 Section 18 (1)(b).

MOTION 04-486 **MOVED** by Councillor Kulscar

That Council come out of camera (4:14 p.m.).

CARRIED

MOTION 04-487 **MOVED** by Councillor Kulscar

That the organizational structure be adopted as amended.

CARRIED

NEXT

MEETING DATE:

14. a) **Regular Council Meeting**

Tuesday, June 22, 2004

6:00 p.m.

Great Room, Long Term Care, La Crete

ADJOURNMENT:

15. a) **Adjournment**

MOTION 04-488 **MOVED** by Councillor Newman

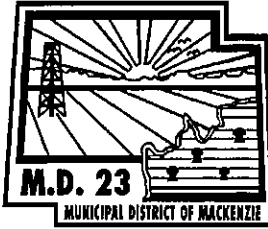
That the Regular Council meeting be adjourned (4:15 p.m.).

CARRIED

These minutes were adopted this 22 day of June, 2004.

Bill Neufeld, Reeve

Barbara Spurgeon,
Executive Assistant



M.D. of Mackenzie No. 23

Request For Decision

Meeting:	Regular Council Meeting
Meeting Date:	June 22, 2004
Originated By:	Barb Spurgeon, Executive Assistant
Title:	Compass Assessment - Delegation
Agenda Item No:	5.2)

BACKGROUND / PROPOSAL:

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Randy Affolder from Compass Assessments will provide Council information on this year's market value assessments and other issues of concern.

COSTS / SOURCE OF FUNDING:

RECOMMENDED ACTION (by originator):

For discussion

Review:

Dept.

C.A.O.

M.D. of Mackenzie No. 23

Request For Decision

Meeting:	Regular Council
Meeting Date:	June 22, 2004
Originated By:	Paul Driedger, Director Planning, Emergency and Enforcement Services
Title:	PUBLIC HEARING Bylaw 428/04 – Land Use Bylaw Amendment to Rezone From Agricultural District 1 “A1” to Hamlet Country Residential District 1 “HCR1” Pt. SW 16-106-15-W5M
Agenda Item No:	6. A)

BACKGROUND / PROPOSAL:

Council passed first reading of Bylaw 428/04 at their April 6, 2004 meeting. The applicant is requesting to re-zone a part of SW 16-106-15-W5M from Agricultural District 1 “A1” to Hamlet Country Residential District 1 “HCR1” which allows for houses only.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

This quarter section was recently added to the La Crete Hamlet boundaries but falls just short of the area serviceable by the sewer lift station. The Planning and Development department has no concerns.



The intent of the M.D. of Mackenzie Land Use Bylaw Hamlet Country Residential District 1 “HCR1” and its uses are 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.

PERMITTED USES

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

Review: 	Dept.	C.A.O. 
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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

With municipal sewage system: up to 0.81 hectares (2.0 acres)
Maximum 2.47 hectares (5.0 acres)

With private sewage system:

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:

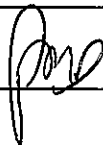
15.2 metres (50 feet)

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)

Review:



Dept.

C.A.O.

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.

COSTS / SOURCE OF FUNDING:

N/A

Review: 	Dept.	C.A.O.
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RECOMMENDED ACTION (by originator):

MOTION

That second reading be given to Bylaw 428/04.

MOTION

That third reading be given to Bylaw 428/04.

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. 428/04

**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 an additional Hamlet Country Residential subdivision.

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 16-106-15-W5M, in the Municipal District of Mackenzie No. 23 be amended from Agricultural District 1 "A1" to Hamlet Country Residential District 1 "HCR1". See attached Schedule "A".

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

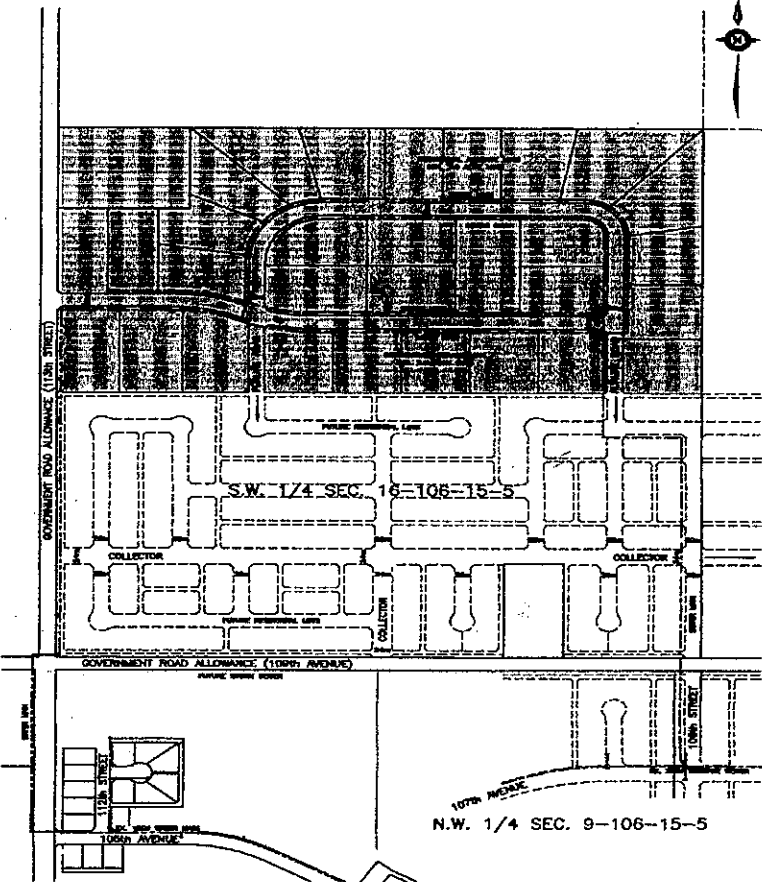
Barbara Spurgeon, Executive Assistant

BYLAW No. 428/04

SCHEDULE "A"

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

Pt. of SW 16-106-15-W5M be amended from Agricultural 1 "A1" to Hamlet Country Residential District 1 "HCR1".



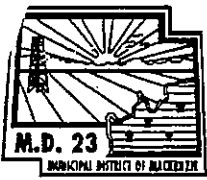
From: Agricultural District 1 "A1" to

To: Hamlet Country Residential District 1 "HCR1"

Bill Neufeld, Reeve

Barb Spurgeon, Executive Assistant

EFFECTIVE THIS _____ DAY OF _____, 2004.



LAND USE BYLAW AMENDMENT APPLICATION

APPLICATION NO. _____

NAME OF APPLICANT WALLY WILBE		
ADDRESS Box		
TOWN LACRETE		
POSTAL CODE T0T2H0A0	PHONE (RES.) 222	BUS. 222

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. SW16	SEC. 106	TWP. 15	RANGE W	M. 5	OR	PLAN	BLK	LOT
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LAND USE CLASSIFICATION AMENDMENT PROPOSED:

FROM: A-1 TO: HCR

REASONS SUPPORTING PROPOSED AMENDMENT:

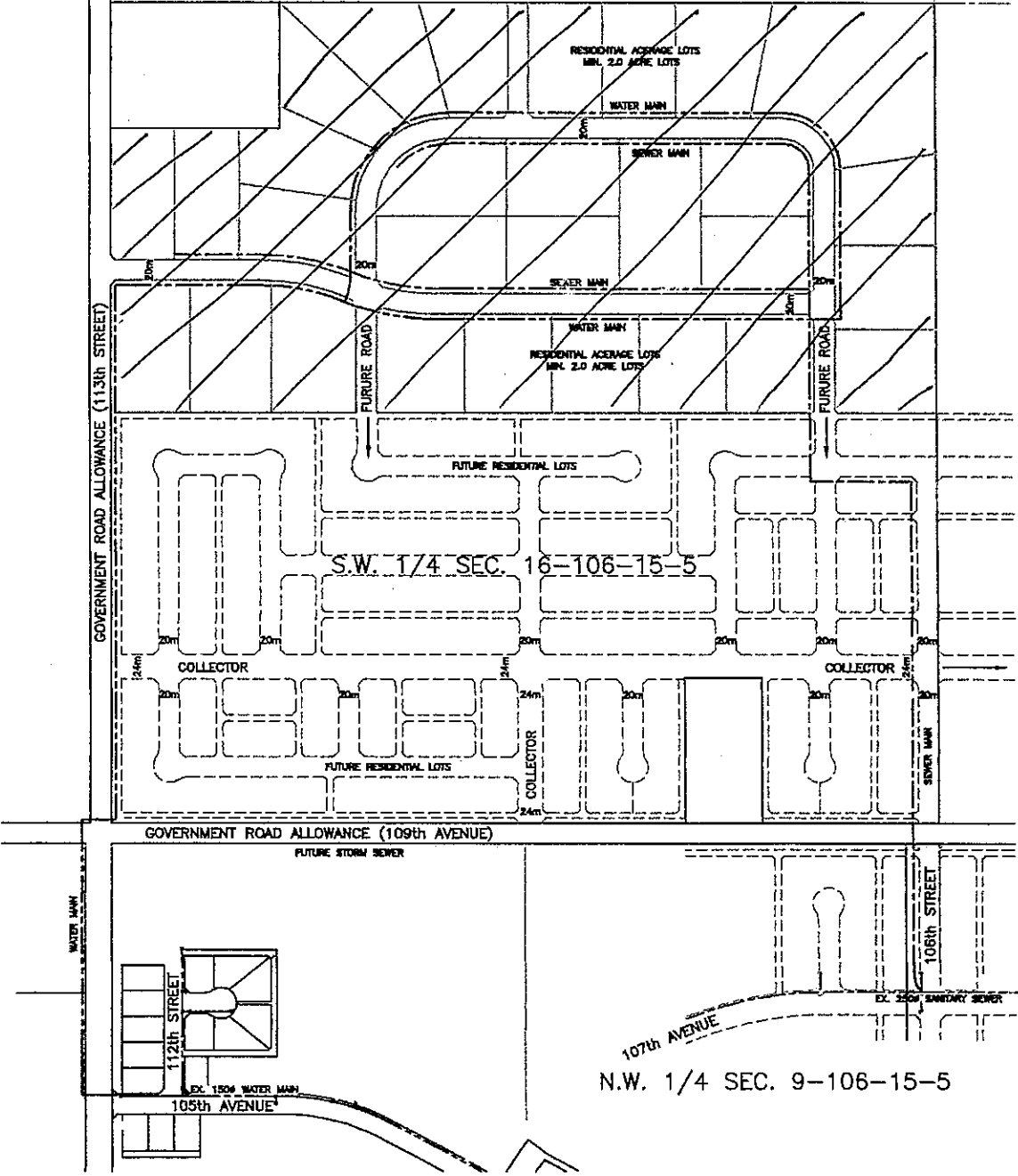
UTILIZE ~~A~~ LAND THAT IS PART OF THE HAMLET FOR RESIDENTIAL, REZONING IT FROM AGRICULTURE TO RESIDENTIAL

I/WE HAVE ENCLOSED THE REQUIRED APPLICATION FEE OF \$ 150.00 RECEIPT NO. _____
Wally Wilbe APPLICANT MAR 29/04 DATE

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

REGISTERED OWNER _____ DATE _____

Subject property



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WALLY WIEBE SUBDIVISION
RESIDENTIAL ACREAGE SUBDIVISION
S.W. 1/4 SECTION 16-106-15-W5M
MUNICIPAL DISTRICT OF MACKENZIE NO. 23

Drawn By: J.V.S.
Design By: J.V.S.
Checked By: M.S.
Date: May 28, 2004
Job No: 2001-001
Eng: 0529610013
Scale: Horiz: 1:4800

Subject Property

HC-1

HC-

HC-1

HR-1B

MHS - 1

HR-1A

HC-1

HR-1B

MHS - 1

HR-3

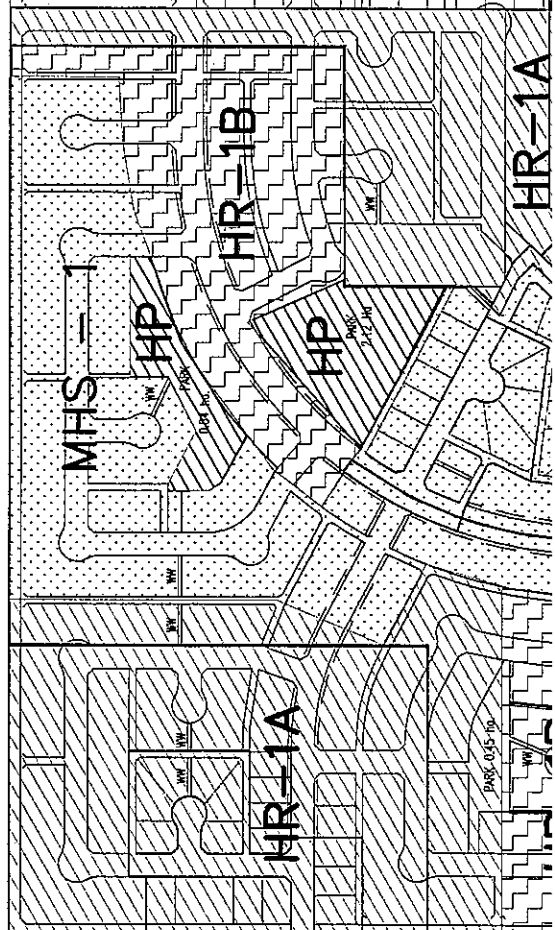
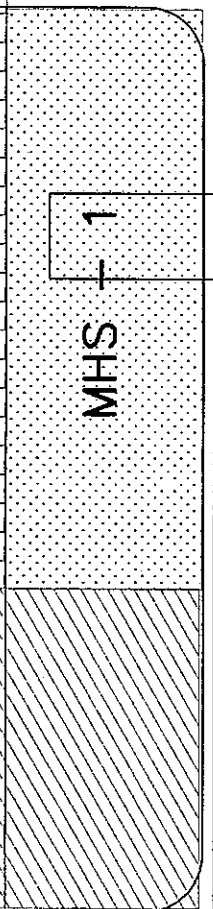
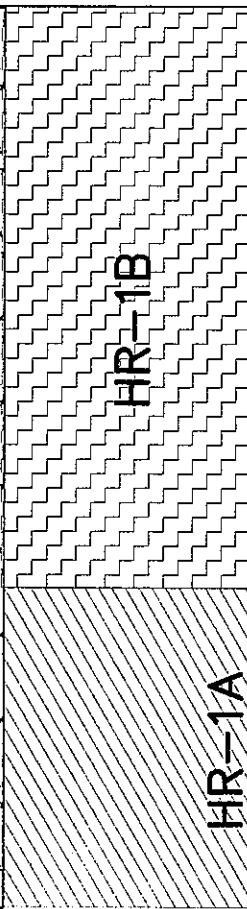
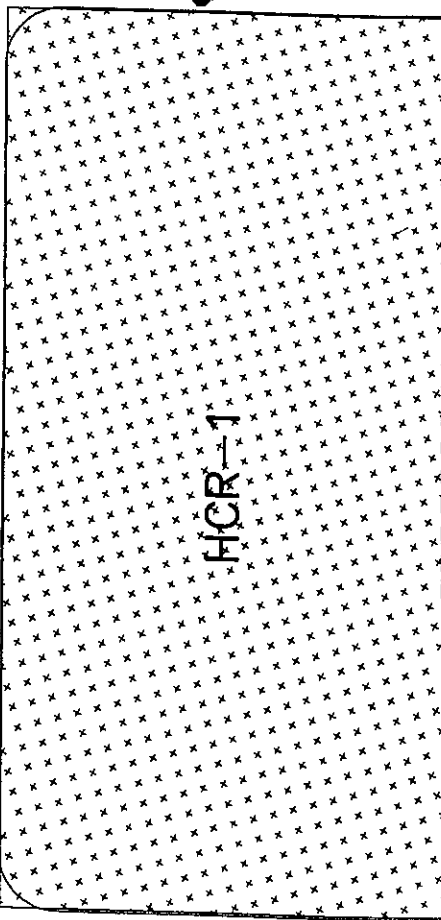
HC-1

MHS - 1

HR-1B

HR-1A

HR-1A



M.D. of Mackenzie No. 23

Request For Decision

Meeting:	Regular Council
Meeting Date:	June 22, 2004
Originated By:	Paul Driedger, Director Planning, Emergency and Enforcement Services
Title:	PUBLIC HEARING Bylaw 445/04 – Land Use Bylaw Amendment to Rezone From Agricultural District 1 “A1” to Rural Country Residential District 3 “RC3” Pt. NE 23-104-15-W5M
Agenda Item No:	6. b)

BACKGROUND / PROPOSAL:

Council passed first reading of Bylaw 445/04 at their May 18, 2004 meeting. The applicant is requesting to re-zone a part of NE 23-104-15-W5M from Agricultural District 1 “A1” to Rural Country Residential District 3 “RC3”. The owner wants to create country residential lots to allow for residences and owner/operator businesses.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The rezoning complies with the M.D. of Mackenzie Land Use Bylaw. There are currently two existing subdivisions on the quarter, one on which Buffalo Head Prairie Co-op is located and the other contains a residence. The quarter is mostly covered in trees with a few acres beginning used for a crop.

The intent of the M.D. of Mackenzie Land Use Bylaw Rural Country Residential District 3 “RC3” and its uses are as follows:

5.3.D RURAL COUNTRY RESIDENTIAL DISTRICT 3 “RC3”.

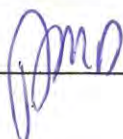

The general purpose of this district is to provide for the development of multi-lot country residences.

A. PERMITTED USES

- (1) Single detached dwelling.

B. DISCRETIONARY USES

- (1) Modular home

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

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 meters (134 feet) from right of way.

Lot fronting onto an internal subdivision road:
15.24 meters (50 feet) from right of way.

E. MINIMUM SIDE YARD SETBACK

7.6 meters (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 meters (50 feet), or

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

F. MINIMUM REAR YARD SETBACK

7.6 meters (25 feet), or

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

Review:		Dept.	C.A.O.
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G. MAXIMUM SHOP SIZE

Maximum floor area is 12.19 meters by 18.28 meters (40 feet by 60 feet) or 222.83 square meters (2,400 square feet).

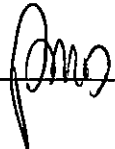
Maximum height is 6.09 meters (20 feet).

H. 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) No mobile homes shall exceed the age of 10 years when they are moved onto the property.
- (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 a mobile home lot not developed by walkways, driveways or parking aprons shall be grassed and landscaped to the satisfaction of the Development Officer.
- (7) The side and rear yards of the lots must be screened through the use of trees or have some other suitable screening as approved by the Development Officer.

I. THE KEEPING OF ANIMALS

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

Review: 	Dept.	C.A.O.
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COSTS / SOURCE OF FUNDING:

N/A

RECOMMENDED ACTION (by originator):

MOTION

That second reading be given to Bylaw 445/04.

MOTION

That third reading be given to Bylaw 445/04.

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. 445/04

**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 NE 23-104-15-W5M, in the Municipal District of Mackenzie No. 23 be amended from Agricultural District 1 "A1" to Rural Country Residential District 3 "RC3". See attached Schedule "A".
2. That Schedule "A" become the Area Structure Plan for Part of NE 23-104-15-W5M.

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

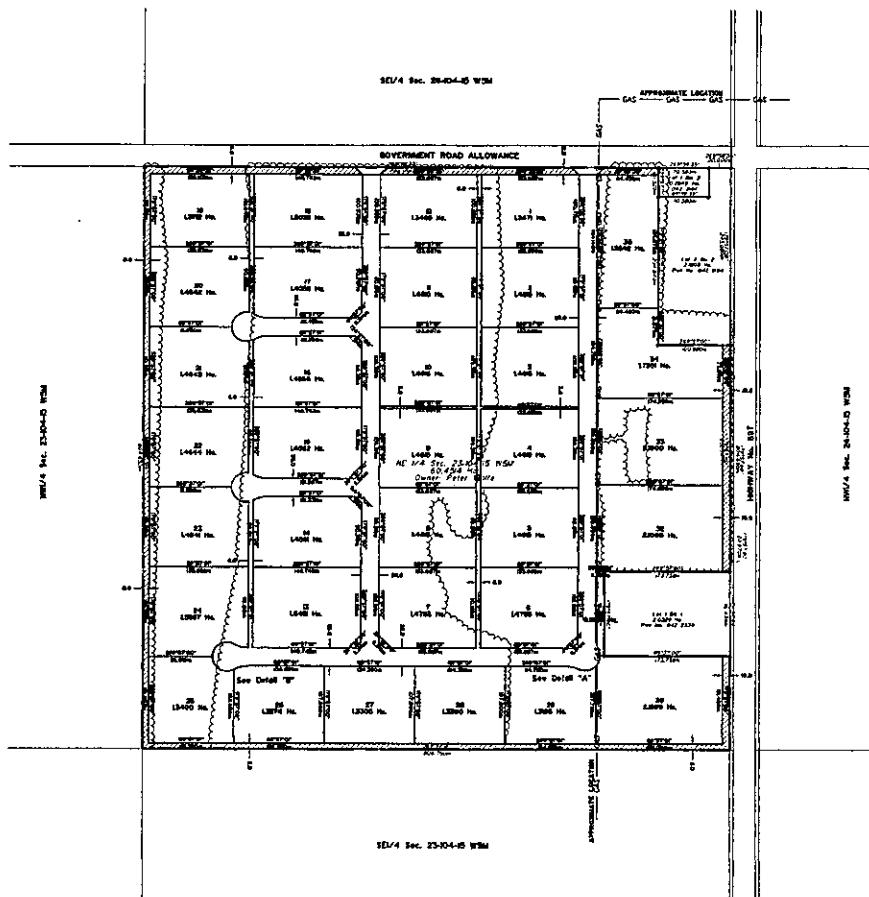
Barbara Spurgeon, Executive Assistant

BYLAW No. 445/04

SCHEDULE "A"

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

Pt. of NE 23-104-15-W5M be amended from Agricultural 1 "A1" to Rural Country Residential District 3 "RC3".



From: Agricultural District 1 "A1" to

To: Rural Country Residential District 3 "RC3"

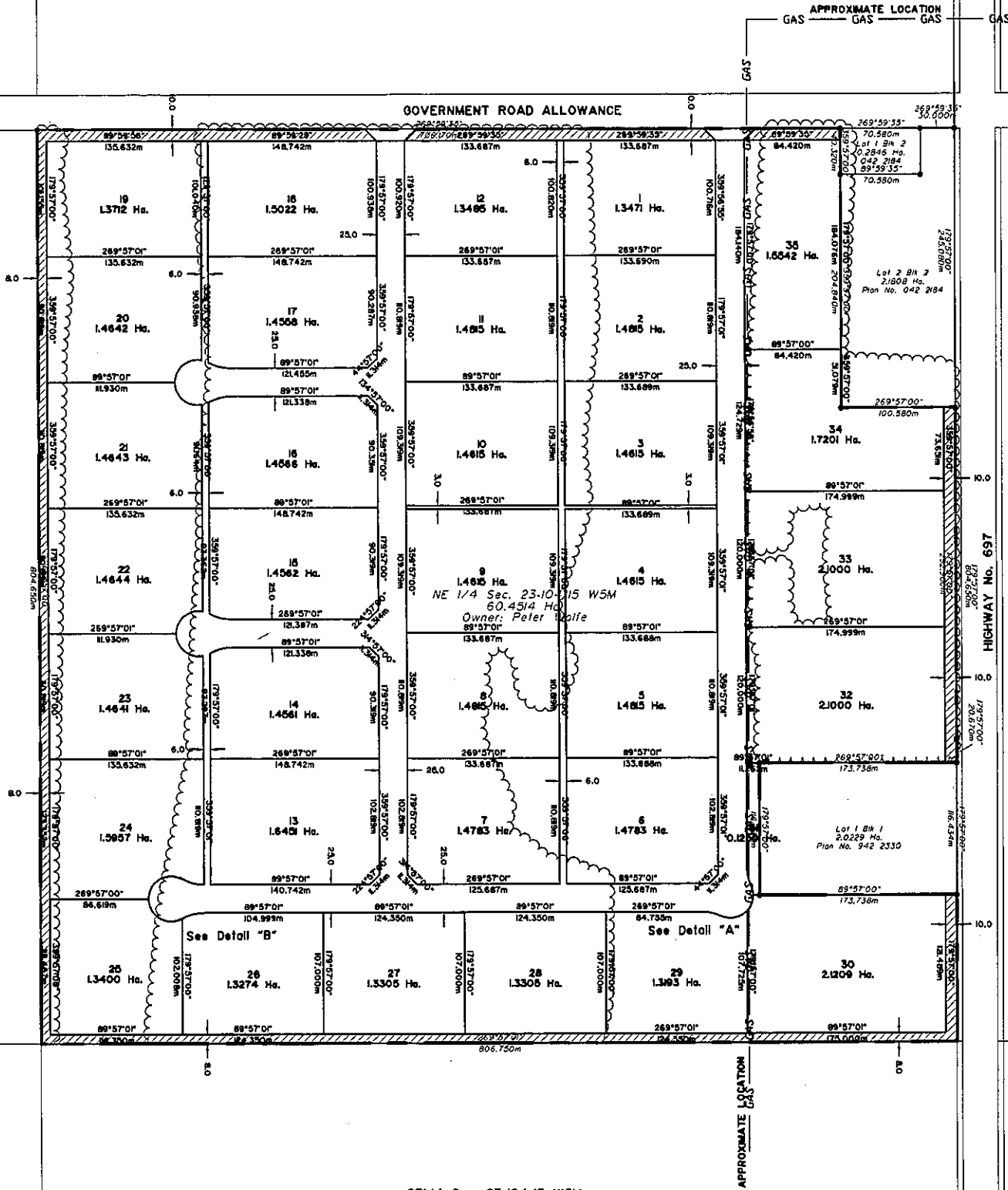
Bill Neufeld, Reeve

Barb Spurgeon, Executive Assistant

EFFECTIVE THIS _____ DAY OF _____, 2004.

SE1/4 Sec. 26-104-15 W5M

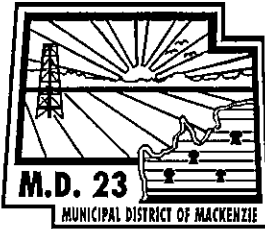
NW1/4 Sec. 23-104-15 W5M



SE1/4 Sec. 23-104-15 W5M

Property
subject





M.D. of Mackenzie No. 23

Request For Decision

Meeting:	Regular Council Meeting
Meeting Date:	June 22, 2004
Originated By:	Barb Spurgeon, Executive Assistant
Title:	Strategic Plan - Update
Agenda Item No:	8.2)

BACKGROUND / PROPOSAL:

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Attached is the quarterly update of the strategic plan for Council review.

COSTS / SOURCE OF FUNDING:

RECOMMENDED ACTION (by originator):

That the strategic plan update be received for information.

Review:

Dept.

C.A.O.

Goal Number	Goal Statement
A	<i>To Ensure the Long Term Economic Sustainability of the Region</i>
Objective Number	Objective Statement
1	<i>To Increase and Improve the Development of the Transportation Infrastructure that Impacts the M.D.</i>

Action Item	Performed By Whom	Performed By When
<p>Completion of:</p> <ul style="list-style-type: none"> • Highway 88 <ul style="list-style-type: none"> • lobby for paving on upgraded sections • advocate for improved maintenance • Lighting at Fort Vermilion accesses • Highway 697 <ul style="list-style-type: none"> • Blumenort intersection passing lane • Bluehills truck turnout (rest stop) • Increase speed limit west of Peace River • • Bridge over the Peace River at Tompkins Landing • Highway 88/ 697 Connector Interchange Improvements. • Lighting on major Hwy. 697 intersections - • Highway 35 <ul style="list-style-type: none"> • Lights at FFP Turnout • Lights at Hwy. 697/35 Intersection 	<p>Hwy. 88 Committee <i>(lead role taken by MD)</i> Admin and Council</p> <p>Council/Alberta Transportation Council Annual Priorities</p> <p>Council/Alberta Transportation</p>	<p>Committee is to meet annually during highway priority setting to discuss issues with Alberta Transportation.</p> <p>Ask AT to provide an update quarterly. Council has provided recommendation to AT. AT to improve surface.</p>

<ul style="list-style-type: none"> • Highway 58 <ul style="list-style-type: none"> • Mustus Road to Fort Smith, lobby for construction • Agreement in principle signed • Highway 58 <ul style="list-style-type: none"> • Fort Nelson Connector, lobby for construction • Widen west to Rainbow Lake • Protection of infrastructure <ul style="list-style-type: none"> • Prevent/Monitor overweight trucks on roads • Improved Maintenance (i.e. Road crown) • Improve efficiency in road reconstruction Shoulder pulls vs. Reconstruction <ul style="list-style-type: none"> ▪ Assumption Hill Bypass <ul style="list-style-type: none"> ▪ Bluehills road upgrade to DMI <p>Improve communication with Alberta transportation Ask for quarterly status reports on projects</p> <p>AT to assume responsibility for:</p> <ul style="list-style-type: none"> • La Crete Access • Zama Access • Hwy 88 Connector • Hwy 58 East to Garden River 	<p>Council & Mustus Road Committee</p> <p>NCDC</p> <p>Council/Admin Transportation/ Bylaw</p> <p>Transportation</p> <p>Transportation</p> <p>Administration & DMI</p> <p>Council/Admin</p>	<p>Ongoing; study to be completed</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Resource Road funding is being applied for. Design in 2004, construct in 2005</p> <p>Resource Road funding is being applied for.</p> <p>Quarterly action list</p>
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Goal Number	Goal Statement		
A	<i>To Ensure the Long Term Economic Sustainability of the Region</i>		
Objective Number	Objective Statement		
2	<i>To Increase the Availability of Agricultural Land</i>		
	Action Item	Performed By Whom	Performed By When
	<ul style="list-style-type: none"> • Complete the green/white zone land swap • Ensure adequate white zone growth during the development of the Integrated Resource Development Plan • Discourage forest companies from purchasing agricultural land for tree production • Government agricultural lease policy be changed to allow the lessee the option to purchase • Stay informed on public land sales • Increase productivity of available agricultural land eg. Drainage, research 	<p>Agricultural Land Task Force</p> <p>Council</p> <p>Council</p> <p>Administration and Council</p> <p>ASB</p>	<p>Ongoing</p> <p><i>IRDP future is unknown at this time.</i></p> <p>Ongoing; Gov't has rejected this concept</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p>

Goal Number	Goal Statement		
A	<i>To Ensure the Long Term Economic Sustainability of the Region</i>		
Objective Number	Objective Statement		
3	<i>To Promote Value added Opportunities in the Mackenzie Region</i>		
	Action Item	Performed By Whom	Performed By When
	<ul style="list-style-type: none"> • Identify value added opportunities <ul style="list-style-type: none"> • Forestry • Oil and gas • Agriculture • Mining • Identify target groups for industry development and develop an action plan 	REDI REDI REDI REDI REDI	Ongoing (started) Ongoing

Goal Number	Goal Statement		
A	<i>To Ensure the Long Term Economic Sustainability of the Region</i>		
Objective Number	Objective Statement		
4	<i>Ensure that the M.D. has a strong voice into First Nations Land & Resource Issues in the Region</i>		
	Action Item	Performed By Whom	Performed By When
	<ul style="list-style-type: none"> • Develop methods to ensure M.D. 23 is aware of local First Nations issues by meeting annually with each of the local First Nations including: <ul style="list-style-type: none"> • Beaver First Nation • Dene Tha First Nation • Little Red River Cree Nation • Tall Cree First Nation • Metis Local • Participate on a province wide committee to represent M.D. and County interest • Ensure equitable representation in all resource and land issues (eg. Caribou Mountains Park, Zama Hay Park, Integrated Resource Development Plan) 	Administration/ Council MD & AAMD&C Council	Annually Completed (Dene Tha) Meetings ongoing Ongoing

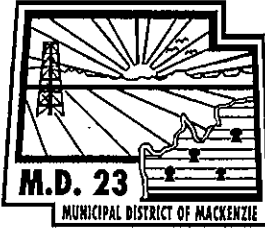
Goal Number	Goal Statement		
A	<i>To Ensure the Long Term Economic Sustainability of the Region</i>		
Objective Number	Objective Statement		
5	<i>To Promote Tourism Opportunities in the Mackenzie Region</i>		
	Action Item	Performed By Whom	Performed By When
	<ul style="list-style-type: none"> • Support the development of an MD brochure • Develop tourism information on the web site ▪ Stay Active in organizations such as Mighty Peace Tourist Association. ▪ Facilitate a Tourism Steering Committee 	<ul style="list-style-type: none"> Administration Administration Councillor Kulscar To be determined 	<ul style="list-style-type: none"> Completed Ongoing Ongoing

Goal Number	Goal Statement	
B	<i>To Provide a Service Structure that is Equitable, Acceptable and Economically Feasible to the Residents of the Region</i>	
Objective Number	Objective Statement	
1	<i>To Provide Municipal Services in a Positive Client Service Approach</i>	
	Action Item	Performed By Whom
	<ul style="list-style-type: none"> • Implement "Alberta Best" type program for the staff • Streamline process to ensure a quick response to the public • Prioritize policy development on issues affecting the public • Make bylaws, assessment, minutes, policies, and forms available through the MD Image and the web site • Continue newsletters delivered via the post office 	<p>Administration Annually <i>(to occur in 2004)</i></p> <p>Administration Ongoing</p> <p>Administration Ongoing</p> <p>Administration Ongoing</p> <p>Administration Ongoing</p>

Goal Number	Goal Statement		
B	<i>To Provide a Service Structure that is Equitable, Acceptable and Economically Feasible to the Residents of the Region</i>		
Objective Number	Objective Statement		
2	<i>To Attract and Retain Well Qualified Staff</i>		
	Action Item	Performed By Whom	Performed By When
	<ul style="list-style-type: none"> • Attract and retain employees through: <ul style="list-style-type: none"> • Well defined roles • Strong training program • Positive feedback to staff • Public support of staff by Council • Public support of Council by staff • Salaries and benefits that are competitive to the local private sector • Recruit and train local staff when possible • Build better Council/Staff relationships through annual team building workshops. 	Administration Administration Council/Admin Council Staff Administration Administration	Ongoing Ongoing Ongoing Ongoing Ongoing Ongoing Ongoing Union agreement Ongoing

Goal Number	Goal Statement		
C	<i>To Maintain a Working Relationship with Local, Provincial, and Federal Governments while Ensuring Local Autonomy over the Governance of the Region</i>		
Objective Number	Objective Statement		
1	<i>To Promote Linkages with Other Stakeholders</i>		
	Action Item	Performed By Whom	Performed By When
	<ul style="list-style-type: none"> • Support or create linkages between Council and other regional decision makers <ul style="list-style-type: none"> • Elected Officials meetings • M.P. and M.L.A. • First Nations • Industry Stakeholders • Towns of High Level and Rainbow Lake • Other levels of government • Municipal Association • CAO/CEO from other organizations 	<ul style="list-style-type: none"> Council/Admin Council Council/Admin Council/Admin Council/Admin Council/Admin Council/Admin CAO 	<ul style="list-style-type: none"> Ongoing Ongoing Ongoing Ongoing Ongoing Ongoing Ongoing Ongoing

Goal Number	Goal Statement		
C	<i>To Maintain a Working Relationship with Local, Provincial, and Federal Governments while Ensuring Local Autonomy over the Governance of the Region</i>		
Objective Number	Objective Statement		
2	<i>To Maintain Public Confidence and Interest in Municipal Governance Within the M.D.</i>		
Action Item		Performed By Whom	Performed By When
Conduct business in an open and transparent manner <ul style="list-style-type: none"> • Delegations are welcome • Ample information is provided to residents (eg. minutes, bylaw, budget, financial statements) 		Council/ Admin	Ongoing
<ul style="list-style-type: none"> • Annual Ratepayer meetings 		Council/ Admin	Annually



M.D. of Mackenzie No. 23

Request For Decision

Meeting:	Regular Council Meeting
Meeting Date:	June 22, 2004
Originated By:	Mike Savard, Director of Operational Services
Title:	La Crete and Fort Vermilion Street Improvements
Agenda Item No:	10. 2)

BACKGROUND / PROPOSAL:

Tenders for the La Crete and Fort Vermilion Street Improvements closed on June 26, 2004. Since the total of the tender is more than \$500,000, Council must award the contract as per policy ADM004 – Tendering and Contract Award.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

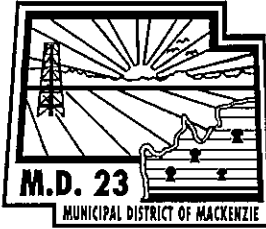
Official results compared with the 2004 budget will be available at the Council meeting.

COSTS / SOURCE OF FUNDING:

RECOMMENDED ACTION (by originator):

That the contract for Hamlets of La Crete and Fort Vermilion Road Improvements – 2004 be awarded to _____ for \$_____.

Author: B. Wiebe	Review:	Operational Services	C.A.O.
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M.D. of Mackenzie No. 23

Request For Decision

Meeting:	Regular Council Meeting
Meeting Date:	June 22, 2004
Originated By:	Mike Savard, Director of Operational Services
Title:	Shoulder Pulls
Agenda Item No:	10.6)

BACKGROUND / PROPOSAL:

In 2003 the MD completed the shoulder pulls using the "Recall Gravel" system. This year a local private individual came forward proposing the same type of results for the shoulder pull but using a different type of machine.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Preliminarily, the results of this new system are very impressive. Cost estimates/mile will be available at the Council meeting, but it seems that the price is substantially less than last year. Therefore, we will be able to do more shoulder pulls than originally anticipated.

The 5 year plan reviewed during the 2004 budget deliberations shows 13 miles scheduled for 2005. The schedule is attached. Administration is proposing that we continue with 2005 priorities for shoulder pulls until the budget is used up.

COSTS / SOURCE OF FUNDING:

The 2004 budget includes \$147,577 to do 18.5 miles of shoulder pulls. This was determined using 2003 actual costs of \$7900 per mile. So far it appears that we are doing shoulder pulls for between \$5000 and \$6000 per mile. By the Council meeting we should have firmer numbers.

At \$6000/mile we can do approximately 24 miles of shoulder pulls in 2004.

RECOMMENDED ACTION (by originator):

That the 2004 capital budget be amended by changing the scope of the shoulder pulls project (6-32-30-19) from completing 18.5 miles to completing the 2004 and 2005 priorities set by Council up to the approved budget amount.

Author: B. Wiebe	Review:	Operational Services	C.A.O.
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Shoulder Pulls
2004 5 Year Budget

Location	From	To	Distance (miles)	Est. Cost	2004	2005	2006	2007	2008
Shoulder Pulls									
TWP 109-2	20-0	19-5	1	\$ 8,000		\$ 8,000			
RR19-5	109-2	109-0	2	\$ 16,000		\$ 16,000			
TWP 107-4 (Blumenort Road)	14-3	15-5	2	\$ 16,000	\$ 16,000				
TWP 104-4	15-5	16-1	2	\$ 16,000			\$ 16,000		
Savage Prairie Road	15-1	14-5	2	\$ 16,000		\$ 16,000			
Wilson Prairie Road	15-1	14-5	2	\$ 16,000		\$ 16,000			
Wolfe Lake Road (excluding straightened portion)	14-1	15-1	5.5	\$ 44,000	\$ 44,000				
West La Crete Road	104-4	105-0	2.5	\$ 20,000	\$ 20,000				
RR 17-2	Hwy 697	103-5A	2.5	\$ 20,000			\$ 20,000		
Rocky Lane Road	14-5	15-1A	2.5	\$ 20,000	\$ 20,000				
RR 14-0	107-4	108-0	2	\$ 16,000	\$ 16,000				
RR 15-0	104-2	104-3	1	\$ 8,000			\$ 8,000		
RR 17-1	Hwy 58	109-2	4	\$ 32,000	\$ 32,000				
RR 14-4	104-4	104-5A	1.5	\$ 12,000			\$ 12,000		
TWP 106-4	14-1	15-1	6	\$ 48,000		\$ 48,000			
Total					\$ 148,000	\$ 104,000	\$ 56,000	\$ -	\$ -

*Shoulder Pull 2003 Actual Average \$8,000 per mile

M.D. of Mackenzie No. 23

Request For Decision

Meeting:	Regular Council
Meeting Date:	April 6, 2004
Originated By:	Paul Driedger, Director Planning, Emergency and Enforcement Services
Title:	Bylaw 272/01 – Parks Bylaw
Agenda Item No:	11. a)

BACKGROUND / PROPOSAL:

Requests have been received for temporary structures (cabins) to be allowed at Wadlin Lake. The Parks Bylaw does not allow for any structures, only RV units.

Parks Bylaw 272/01 attached.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

By allowing any structure to be moved to Wadlin Lake would take away from the actual RV concept unless a specific area is designated for temporary structures.

As Council is aware, we have established a Waterfront Cottage Development Task Force to deal with development at Wadlin Lake.

Option 1- Amend the Parks Bylaw to allow for temporary structures at the Wadlin Lake Park.

Option 2 – That the development of temporary structures at Wadlin Lake campground be forwarded to the Waterfront Cottage Development Task Force.

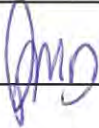

Option 3 - Receive as information.

COSTS / SOURCE OF FUNDING:

N/A

RECOMMENDED ACTION (by originator):

Option 2 – That the development of temporary structures at Wadlin Lake campground be forwarded to the Waterfront Cottage Development Task Force.

Review:		Dept. Emergency Services	C.A.O.	
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file

March 27, 1991

Alberta Forestry, Land and Wildlife
Public Lands Division
Petroleum Plaza - South Tower
9915 - 108 Street
Edmonton, Alberta T5K 2C9
Attention: Francine Duret, Industrial and Commercial Land Section

Dear Ms. Duret,

RE: RECREATIONAL LEASE APPLICATION NO. REC880027

As per your request, I am providing a metes and bounds description of the subject area referred to in REC880027.

The first parcel can be described as follows:

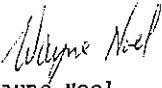
Commencing at the intersection of the North boundary of Section 10 and LSD15 and 16; thence Southerly two hundred and forty-one (241) meters to the edge of the water; thence South-westerly along the waters edge for one thousand, seven hundred and seventy-eight (1,178) meters until the boundary intersects with the half section line between the NE9 and SE9 along the south boundary of LSD9, Section 9; thence Westerly one hundred and forty (140) meters; Northerly along the west boundary of LSD9, Section 9, eight hundred and four (804) meters to intersect with the north boundary of Section 9; thence easterly one thousand, six hundred and nine (1,609) meters to the point of commencement, containing 218.64 acres or 88.55 ha.

The second parcel which is on the east shore of the lake can be described as follows:

Commencing in the center of Section 11; thence westerly one hundred (100) meters; thence clockwise 56° from the north boundary of SW11 to travel four hundred and eighty-two (482) meters in a northwesterly direction to the intersection of LSD11,12,13 and 14; thence easterly one hundred (100) meters along south boundary of LSD14; thence south-easterly parallel to the west boundary to the point of commencement containing 11.9 acres or 4.82 ha.

I hope this will meet your requirements. If you have any questions, please call me at 926-2294.

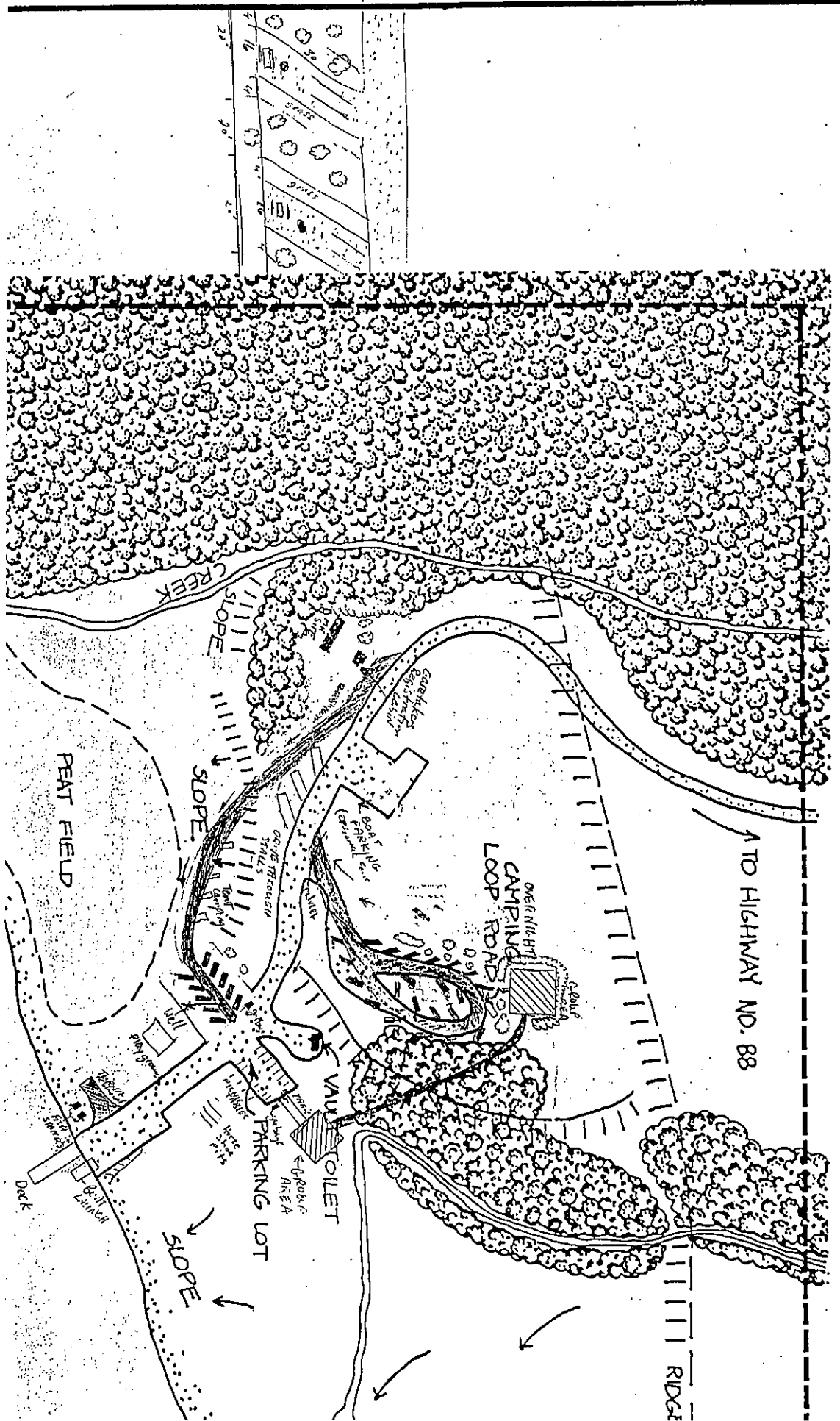
Sincerely,



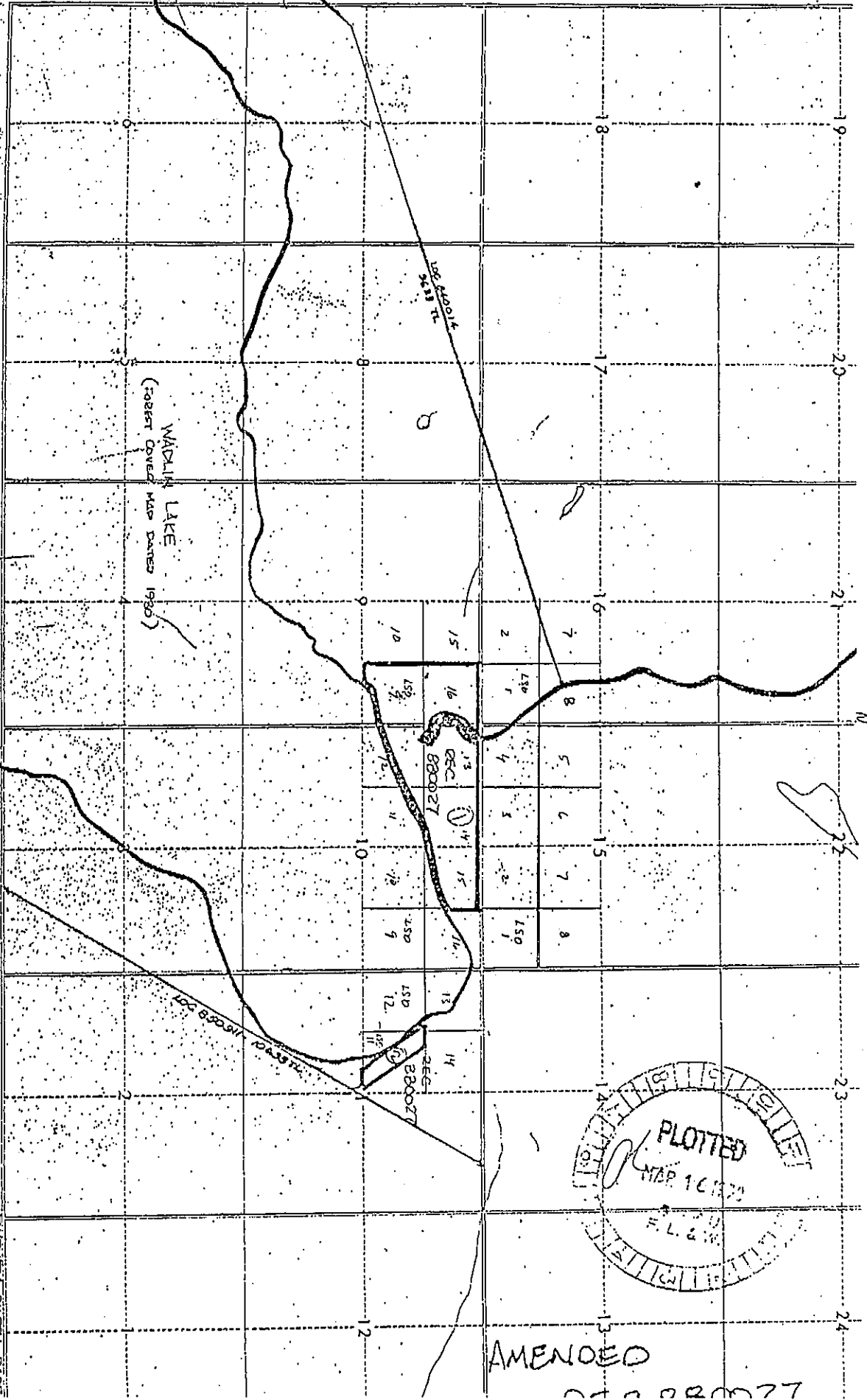
Wayne Noel
Development Officer

encls.
WN/co

DILL VILLAGE LAYOUT



B



TWENTY-SIXTH BASE

SCHEDULE A

Forming Part and Parcel of Recreational Lease No. REC880027

(01a) THIS AUTHORIZATION IS GRANTED SUBJECT TO THE HOLDER OF THIS DISPOSITION COMPLYING WITH ALL RELEVANT STATUTORY PROVISIONS AND THE FOLLOWING CONDITIONS OR STATEMENTS:

1. (60) Have in possession, or have his contractor in possession of, a copy of this authorization which is to be retained on the job site during all phases of preparation, construction, development, maintenance and abandonment.
2. (61) Contact and advise the Land Use Officer in Footner Lake, Alberta (phone: 926-3761), of your intentions prior to entry upon the lands, prior to any additional construction during the term of this authority, at the completion of operations, and upon abandonment of this activity or cancellation of this authority.
3. (69) Not deposit or push debris, soil or other deleterious materials into or through any watercourses or on the ice of any watercourse.
4. (79) Dispose of all woody debris in a manner ~~as may~~ be directed in writing by a Forest Officer.
5. (83) Strip and pile the top soil separately from any woody material and subsoil in such a manner that it can be distributed evenly over the disturbed area when operations have been completed.
6. Any new development must be approved by the Forest Superintendent prior to commencement of operations.
7. Walking trails and one boat launch are the only allowable development within 100 meters of water.
8. Only pump out toilets are allowed.
9. (47a) The disposition holder shall maintain any building or other improvement erected or placed on the lands described in this disposition, any replacements, alterations or additions, in good and substantial repair and condition, normal wear and tear excepted.
10. (50) The disposition holder is responsible for the payment of all rates, assessments and taxes charged or levied against the lands described in this disposition, by the local taxing authority.
11. (123i) Maintain the area under disposition in a neat and clean condition acceptable to an Officer of the Minister.

12. (57) Consent to assign, mortgage or sublet any land in this disposition will not be considered until the land and improvements have been developed in accordance with the terms and conditions of this disposition.
13. (48a) This Recreational Lease has been created for the purpose of a recreational park only. The use of the land must conform with all the requirements of the development control, environmental and health authorities.

NW/wgb

BYLAW 272/01

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

**TO PROVIDE FOR THE CONTROL AND OPERATION OF
PARKS, CAMPGROUNDS AND OTHER PUBLIC AREAS
WITHIN
MUNICIPAL DISTRICT OF MACKENZIE NO.23**

WHEREAS pursuant to the Municipal Government Act, being chapter M-26.1 of the Revised Statutes of Alberta, 1994 and amendments thereto the Council of the Municipal District of Mackenzie No. 23 may pass bylaws respecting people, activities and things in, on or near a public place or place that is open to the public; and

WHEREAS the Municipal District of Mackenzie No. 23 and the Province of Alberta have an agreement in place permitting the Municipal District of Mackenzie No. 23 to administer and enforce the Parks Bylaw at the following sites: Wadlin Lake, Machesis Lake, Tourangeau Lake, Fort Vermilion Bridge Campsite and all day use camp areas within the Municipality.

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

SHORT TITLE

1. This Bylaw may be cited as the **“MUNICIPAL PARKS BYLAW”**.

DEFINITIONS

2. In this Bylaw, unless context otherwise requires:
 - (a) **“ABANDONED”**, means left standing at a location for more than 72 consecutive hours other than pursuant to a license, permit, or other similar authorization, or prior authorization of a Park Officer;
 - (b) **“ANIMAL”**, means a domestic animal and includes an animal that is wild by nature but has been domesticated;

- (c) **“CAMPING ACCOMMODATION UNIT”**, means a
 - (a) tent
 - (b) trailer
 - (c) tent trailer
 - (d) van
 - (e) truck camper
 - (f) motorhome
- (d) **“COUNCIL”**, means the Council of the Municipal District of Mackenzie No. 23, duly assembled and acting as such;
- (e) **“FIREARM”**, means any device that propels a projectile by means of explosion, spring, air, gas, string, wire or elastic material or any combination of those things;
- (f) **“HIGHWAY”**, means a highway as defined in the *Highway Traffic Act*;
- (g) **“INDIVIDUAL CAMPSITE”**, means a separate designated stall under this Bylaw;
- (h) **“MOTOR VEHICLE”**, means a motor vehicle as defined in the Highway Traffic Act;
- (i) **“MUNICIPALITY”**, means the Municipal District of Mackenzie No. 23, a Municipal Corporation in the Province of Alberta.
- (j) **“OFF-HIGHWAY VEHICLE”**, means an off-highway vehicle as defined in the Off Highway Vehicle Act;
- (k) **“PARK”**, means land designated as park, campground or recreation area by the Council;
- (l) **“PARK OFFICER”**, means a person appointed as a Park Officer, a Bylaw Enforcement Officer, a Special Constable appointed pursuant to the provisions of the Police Act, a Statute of Alberta, or a member of the Royal Canadian Mounted Police;
- (m) **“PUBLIC AREA”**, means an area in the Municipality normally accessible for use by the public.
- (n) **“WATER ACTIVITY”**, includes swimming, wading, or any other activity resulting in full or partial immersion of a person’s body into water.

PARK USAGE

3. Any person using a park shall
 - (a) keep the land and improvements in a condition satisfactory to a Park Officer.
 - (b) Comply with the instructions, prohibitions and directions prescribed by all lawfully designated and erected signs and notices.
4. Any person vacating a park shall restore the area to a clean and tidy condition.
5. No person shall
 - (a) interfere with the right of others to the quiet and peaceful enjoyment of a park.
 - (b) deface, injure or destroy any municipal property in a park.
 - (c) excavate or remove any tree, plant, or shrub.
 - (d) remove park equipment.
 - (e) display or post any signs or advertisements in a park unless authorized by the Park Officer or Council.
 - (f) remove, deface, damage or destroy any sign boards, signs or notices posted or placed in a park under authority of this or any other Bylaw or Act.
 - (g) clean clothing, fish, cooking or eating utensils, vehicles, equipment, or bathe at or near a drinking fountain, standpipe, well or pump in a park.
6. All construction must be authorized by the municipality.
7. No person shall carry on a business in a park unless he has received permission from the Municipality for that purpose.

REGISTRATION AND CAMPING PERMITS

8. All persons entering a park shall register at the Self-Registration Vault or with a Park Officer.
9. Each camping accommodation unit must have an individual camping permit.

10. Notwithstanding subsection 8 and 9 children under the age of 16 years staying in a tent are exempt from registering provided they are staying in an individual campsite that is currently being occupied by a person(s) with a valid camping permit.
11. The Municipality may issue individual campsite permits, day use permits, or group camping permits under this Bylaw.
12. The Municipality may provide for and designate areas for day use and overnight camping.
13. Permits shall be issued on a first come, first serve basis.
14. No person shall camp overnight in a park except in an area designated for that purpose unless otherwise authorized by a Park Officer and has a valid permit.
15. No person shall alter a camping permit or transfer a camping permit to another person.
16. The camping permit shall be made available for inspection by the Park Officer at any time.
17. A group camping permit may be subject to any conditions the Municipality considers appropriate.
18. Council may, in writing, waive any applicable fee to any person or group.
19. When a campground or park has individual campsites, the maximum allowable combination of motorized vehicles, camping accommodation units, and towed equipment shall not exceed three (3), of which not more than two (2) shall be motorized vehicles
20. If neither of the two (2) motorized vehicles permitted under section 19 is towing a camping accommodation unit or being used for accommodations, two (2) tents may be kept in a campsite in addition to the vehicles permitted under section 19.
21. No person shall camp for more than fourteen (14) consecutive days in the same campground in a park without the written permission of a Park Officer.
22. An individual campsite shall be considered to be unoccupied when no camping accommodation unit, motor vehicle, or personal belongings are located on the campsite.

23. A camping permit is automatically cancelled if the campsite to which it relates to is unoccupied for 24 consecutive hours.
24. A Park Officer may cancel a camping permit on written notice to the permit holder, if the permit holder contravenes this Bylaw and the permit holder shall vacate the campsite within one hour of receiving such notice.
25. On the expiration or cancellation of a camping permit, the permit holder shall ensure that the campsite is vacated and that all personal property is removed.
26. The Municipality may add to, delete or vary the terms and conditions to which a permit is issued under this Bylaw.
27. No visitors shall be allowed in the park after 11:00 p.m. Any person remaining in the park after 11:00 p.m. shall be subject to pay the overnight camping fee.
28. No person shall occupy or remain in an area designated as a day use area after 11:00 p.m. unless authorized by a Park Officer.
29. Check out time for overnight camping shall be 2:00 p.m., day rate charges shall apply to overnight campers who check out after 2:00 p.m.

ACCESS RESTRICTIONS

30. No person shall enter or remain in a park or portion of a park where travel or access restrictions have been imposed under this Bylaw.

FIRE

31. No person shall set, light or maintain a fire in a park except in a fireplace, pit or other facility designed for that purpose.
32. A person may use any dead vegetation for fuel purposes in a park.
33. Where the Municipality is of the opinion that a fire hazard exists in a park, the Municipality may, by erecting signs and notices for the purpose, prohibit the setting, lighting or maintaining of fires in all or part of a park.
34. No fire shall be left unattended or be allowed to spread.
35. No person shall deposit or dispose of hot coals, ashes, embers or any other burning or smoldering material in a place other than a stove, firepit, or other place provided for that purpose by the Municipality.

36. All fires, hot coals or smoldering materials shall be extinguished before leaving.
37. No person shall remove firewood from a park.

VEHICLES

38. No person shall, within a park, operate or ride an off-highway vehicle that is motor driven, except on a designated trail or area unless otherwise authorized by the Municipality.
39. A Park Officer may prohibit the entry of a vehicle into any part of a park.
40. No vehicle shall be parked in a manner or at a location that impedes traffic.
41. No person shall exceed the posted speed limit with a motor vehicle or off-highway vehicle in a park.
42. The owner of a motor vehicle or off-highway vehicle which is involved in any contravention of this Bylaw is guilty of an offence.
43. When a motor vehicle, off-highway vehicle, boat, trailer, equipment, appliance, article, or object
 - (a) is abandoned,
 - (b) remains in an area after the authorization to be in that area has expired, or
 - (c) is located in a prohibited area,a Park Officer may remove, store or dispose of this item in accordance with this Bylaw.
44. A Park Officer may seize any vehicle, off-highway vehicle, boat, trailer or any equipment, appliance or other article or object that is being used in a park in contravention of this Bylaw, whether it is found in possession of the person alleged to have committed the contravention or not.
45. No motor vehicle, off-highway vehicle, boat, trailer, equipment, appliance, article or object that has been removed or seized shall be released to its owner or the owner's agent until all expenses incurred by the Municipality regarding the subject item have been paid. Such charges shall be in addition to any fine or penalty imposed in respect of any violation or to any payment made in lieu of prosecution as provided for in Schedule "A" of this Bylaw.

46. Pursuant to section 45, if any item stored is not claimed by the owner or someone on his behalf, in return for full payment of costs incurred, within 60 days of its removal, the item and its contents shall be turned over to the Municipality to be disposed of.

ANIMALS

47. No person having the custody or control of an animal shall
- (a) bring the animal into a park or allow the animal to enter or remain in a park unless it is under the immediate, continuous, and effective control of such person.
 - (b) bring into or allow an animal to enter or remain in or on any area in a park that is
 - (1) a designated swimming area,
 - (2) a beach area,
 - (3) a public washroom, or other public building or structure, or
 - (4) any other area where signs are posted prohibiting animals.
48. A Park Officer may refuse to admit to a park, or require to be removed from a park, any animal if the animal
- (a) is not under control
 - (b) is a nuisance
 - (c) threatens the life, safety, health, or comfort of any person, or
 - (d) damages property
49. A Park Officer and/or any other person acting under the supervision of a Park Officer may capture an animal running at large in a park.
50. When an animal is captured, the Park Officer shall
- (a) impound the animal, and
 - (b) make a reasonable attempt to contact the owner or person having custody of the animal.
51. Where the owner or person having custody of an animal, claims a captured animal from a Park Officer, that person shall pay the fees as set out in the Municipal District of Mackenzie No. 23's Animal Control Bylaw.
52. When an animal has been impounded for the time period required in the

Municipal District of Mackenzie No. 23's Animal Control Bylaw, and no person claims it, a Park Officer may dispose of the animal in accordance with the Animal Control Bylaw.

53. No person shall bring into a Municipal park, a horse, pony, or beast of burden except with the written authorization from a Park Officer.

WASTE DISPOSAL

54. No person shall
- (a) deposit liquid or solid waste matter in a park except in a receptacle or area provided for that purpose by the Municipality.
 - (b) bring commercial or residential waste matter into a park for disposal.
55. In areas in a park where waste disposal receptacles are not provided, waste matters shall be carried out of the area for disposal.

NUISANCE

56. If, in the opinion of a Park Officer, a nuisance exists on any site which is subject to a permit, the Park Officer may, in writing, order the person causing the nuisance to abate the nuisance, clean the site, or both.
57. Where a person fails to comply with an order made pursuant to section (56) the Park Officer may take whatever steps are necessary to abate the nuisance, clean the site, or both. All costs incurred as a result of the nuisance shall be paid by the offender.
58. No person who has been removed from a park pursuant to this Bylaw shall, within the following 72-hour period, enter or attempt to enter a park.

FIREARMS

59. No person shall discharge a firearm in a park or campground unless the firearm is discharged by a
- (a) a Police Officer,
 - (b) a Fish and Wildlife Officer,
 - (c) a duly authorized Municipal employee, agent, or contractor in the performance of their duties.
60. Notwithstanding section 59, a person who is in possession of a firearm in a park shall ensure the firearm is unloaded and

- (a) in a condition such that the barrel and stock are separated and taken apart, or
- (b) completely enclosed in a locked case or other covering designed for that purpose.

61. No person shall hang or dress big game in the park.

NO SWIMMING

62. Any person engaged in swimming, wading or any other Water Activity in a body of water located in a Park or other Public Area, contrary to a "No *Swimming*" sign posted in respect of that body of water is guilty of an offence and subject to a fine as set out at Schedule B of this Bylaw.
63. Any person in or in the immediate vicinity of a Park or other Public Area who is exercising care, control or supervision of a child or children under twelve (12) years of age who is/are engaged in swimming, wading or any other Water Activity contrary to Section 62, is guilty of an offence and subject to a fine as set out at Schedule B of the Bylaw.

SIGNAGE

64. The Council may
- (a) subject to the *Highway Traffic Act*, control and prohibit the movement of vehicular, pedestrian and other traffic by means of signs and notices designated and erected by it, and
 - (b) designate and erect other signs and notices governing and prohibiting activities that are provided for in this Bylaw.

ADMINISTRATION

65. For the purpose of administering and enforcing this Bylaw, a Park Officer may:
- (a) Enter on and inspect any land, road structure or work in a park;
 - (b) Order the repair, alteration, improvement, evacuation or removal of or addition to any unauthorized structure or work in a park;
 - (c) Order any person in a park to cease or refrain from any action, omission or conduct that in the opinion of the Park Officer is dangerous to life or property or detrimental to the use and enjoyment of the park by other persons;

- (d) Require any person in a park to inform a Park Officer of
 - (a) the name, and address of the person, and
 - (b) any fact or intention relating to the use of the park by that person;
 - (e) Remove from a park
 - (1) any person making unauthorized use of the park,
 - (2) any person failing to comply with any provisions of this Bylaw, and
 - (3) any person creating a nuisance or disturbance or committing a trespass or any undesirable act.
66. Each section of this Bylaw shall be read and construed as being separate and severable from each other section. Should any section of this Bylaw be found to have been improperly enacted for any reason, then such section apart shall be regarded as being severable from the rest of the Bylaw and the Bylaw remaining after such severance shall be effective and enforceable.

FEE RATES FOR USE OF CAMPGROUNDS

67. Fees pursuant to this Bylaw shall be paid in accordance with Schedule "A".

CONTRAVENTIONS

68. The Municipality or Park Officer may cancel or suspend a permit issued under this Bylaw if the permit holder contravenes this Bylaw, or any terms or conditions to which the permit is subject.
69. Every person who contravenes the provisions of this Bylaw is guilty of an offence and liable to the penalty as prescribed in Schedule "B" of this Bylaw or, on summary conviction to a fine not exceeding two thousand dollars (\$2,000.00) or imprisonment for a term of not more than six (6) months or to both a fine and imprisonment.
70. A Park Officer may commence a summons or offence notice in the form of a violation ticket or long information for the contravention. A Park Officer may serve upon such a person a violation ticket allowing payment of a specified penalty in the amount prescribed in Schedule "B", in lieu of prosecution for the offence.
71. Violation tickets shall be issued in accordance with the Provincial Offences Procedure Act.

EFFECTIVE DATE

72. This Bylaw rescinds Bylaw 179/99.

73. This Bylaw shall come into full force and effect upon third and final reading.

First Reading given on the 21st day of August, 2001.

"B. Neufeld" (Signed)
Bill Neufeld, Reeve

"E. Schmidt" (Signed)
Eva Schmidt, Executive Assistant

Second Reading given on the 21st day of August, 2001.

"B. Neufeld" (Signed)
Bill Neufeld, Reeve

"E. Schmidt" (Signed)
Eva Schmidt, Executive Assistant

Third Reading and Assent given on the 21st day of August, 2001.

"B. Neufeld" (Signed)
Bill Neufeld, Reeve

"E. Schmidt" (Signed)
Eva Schmidt, Executive Assistant

SCHEDULE "A"

Municipal District of Mackenzie No. 23

Facilities Available:

Camping sites: Fort Vermilion Bridge Campsite,
Machesis Lake,
Wadlin Lake,
Tourangeau Lake.

Fee Schedule per Camping Accommodation Unit and Day Use Areas:

Day Use: \$6.00 Wadlin Lake Only

Overnight: \$12.00

Weekly: \$72.00

Monthly: \$288.00

Group Camping: \$50.00 + \$10.00/unit/day, plus \$250.00 Damage Deposit

NOTES: Where available, the Group Camping fee allows for reservation of shelter for renter's use only.

Example 1:	15 units @ \$10.00	\$150.00
	Basic fee	<u>\$ 50.00</u>
	Total	\$200.00/day

Example 2:	10 units @ \$10.00	\$100.00
	Basic Fee	<u>\$ 50.00</u>
	Total	\$150.00/day

Example 3:	Shelter only (No R. V.'s)	\$ 50.00/day
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SCHEDULE "B"

Municipal District of Mackenzie No. 23

The voluntary payment, which may be accepted in lieu of prosecution for a contravention of any of the sections set out below, shall be the sum set out opposite the section number:

Section	Description	Penalty
Section 3 (a)	Fail to keep land in a clean/tidy condition	\$50.00
Section 3 (b)	Fail to comply with lawfully posted signs and/or notices	\$50.00
Section 4	Fail to restore land to a clean/tidy condition when vacating park	\$50.00
Section 5(a)	Interfere with others quiet enjoyment of park	\$50.00
Section 5(b)	Deface/injure/destroy object in park	\$75.00
Section 5(c)	Excavate or remove plants/plant fixtures from a park	\$75.00
Section 5(d)	Remove park equipment	\$75.00
Section 5(e)	Unauthorized display signs/ads in park	\$25.00
Section 5(f)	Remove/damage etc. authorized signs/notices in park	\$50.00
Section 5(g)	Bathe/clean clothing/ fish/utensils etc. at/near drinking fountain/pump in park	\$25.00
Section 6	Unauthorized construction in park	\$50.00
Section 7	Unauthorized business in park	\$50.00
Section 8	Failure to register when entering park	\$50.00
Section 9	Failure to obtain camping permit	\$50.00
Section 14	Camping in area not designated for that purpose	\$50.00
Section 15	Alteration of camping permit	\$50.00
Section 16	Failure to produce camping permit upon request	\$50.00
Section 19/20	Unauthorized combination of vehicles in campsite	\$50.00
Section 21	Camping more than fourteen consecutive days	\$50.00
Section 28	Remain in day use area after 11:00 p.m.	\$50.00
Section 30	Unlawfully enter/remain in park	\$50.00
Section 31	Set, light, or maintain fire in unauthorized place	\$50.00
Section 33	Set, light, or maintain fire after signs/notices have been erected prohibiting same	\$50.00
Section 34	Leave fire unattended/allow to spread	\$50.00
Section 35	Deposit/dispose of hot coals/ashes etc. in unauthorized place	\$50.00
Section 36	Fail to extinguish fire etc. before leaving	\$50.00
Section 37	Remove firewood from a park	\$100.00
Section 38	Operate off-highway vehicle where prohibited	\$50.00
Section 39	Enter park when prohibited	\$50.00
Section 40	Parking in a manner or location that impedes traffic	\$50.00
Section 41	Exceed posted speed limit	\$50.00
Section 47(a)	Animal running at large	\$50.00
Section 47(b)	Animal in prohibited area	\$50.00
Section 53	Bring/allow horse/pony etc. unauthorized into the park	\$100.00
Section 54(a)	Deposit waste matter in unauthorized area of park	\$50.00
Section 54(b)	Dispose of commercial/residential waste in park	\$50.00
Section 55	Fail to carry waste matter from areas in park without receptacles	\$50.00
Section 58	Attempt to enter park within 72 hours of removal from a park	\$100.00
Section 59	Discharging of firearm	\$100.00
Section 60	Improper storage of firearm	\$75.00
Section 61	Hang big game in park	\$50.00

M.D. of Mackenzie No. 23

Request For Decision

Meeting:	Regular Council
Meeting Date:	April 6, 2004
Originated By:	Paul Driedger, Director Planning, Emergency and Enforcement Services
Title:	Bylaw 458/04 – Fire Services Bylaw
Agenda Item No:	11. b)

BACKGROUND / PROPOSAL:

A concern about the billing for fire invoicing was brought to Council who suggested that the Fire Services bylaw be brought back for review.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The bylaw should be revised to state that only vehicles or manpower utilized on scene will be charged for.

Please see attached bylaw with suggested changes (pages 19 and 23) to reflect charging only for equipment utilized on the incident. Changes on page 23 (minimum charge) are due to people calling the Fire Department and then extinguishing the fire themselves and calling the fire department to tell them that their assistance is not required. With the minimum charge in place they are not able to do this without getting invoiced for it.

COSTS / SOURCE OF FUNDING:

N/A

RECOMMENDED ACTION (by originator):

Motion 1

That first reading be given to Bylaw 458/04.

Motion 2

That second reading be given to Bylaw 458/04.

Motion 3

That consideration be given to go to third reading for Bylaw 458/04.

Motion 4

That third reading be given to Bylaw 458/04.

Review:		Dept. Emergency Services	C.A.O.	
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BYLAW NO. ~~387/03~~458/04

**BEING A BYLAW OF
THE MUNICIPAL DISTRICT OF MACKENZIE NO. 23,
IN THE PROVINCE OF ALBERTA,
FOR THE PURPOSE OF CONTINUING TO PROVIDE FIRE SERVICES
WITHIN THE MUNICIPAL DISTRICT OF MACKENZIE NO.23**

WHEREAS the Municipal Government Act, S.A. 1994, c. M - 26.1, as amended, provides that a Council of a municipality may pass bylaws for municipal purposes respecting the safety, health and welfare of people and the protection of people and property; and for services provided by or on behalf of the municipality; and

WHEREAS the municipal Council of the Municipal District of Mackenzie No.23 has been accredited by the Safety Codes Council in its respective municipality; and

WHEREAS, the Council of the Municipal District of Mackenzie No. 23, wishes to continue providing fire services within the Municipal District of Mackenzie No. 23 and to provide for efficient operation of such fire services;

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

SECTION 1 NAME OF BYLAW

- 1.1. This Bylaw may be cited as the "Fire Services Bylaw".

SECTION 2 INTERPRETATION

- 2.1 Where there is a conflict between this bylaw and any other bylaw pertaining to Fire Services in the Municipality, the provisions of this bylaw shall apply.

SECTION 3 DEFINITIONS

- 3.1 In this Bylaw:
- (a) "Acceptable Fire Pit" means an outside receptacle that meets the following specifications:

- i. a minimum of 3 metre clearance, measured from the nearest fire pit edge, is maintained from buildings, property lines, or other combustible material;
 - ii. the fire pit height does not exceed 0.6 metre when measured from the surrounding grade to the top of the pit opening;
 - iii. the fire pit opening does not exceed 1 metre in width or diameter when measured between the widest points or outside edges;
 - iv. the fire pit installation has enclosed sides made from bricks, concrete blocks, heavy gauge metal, or other non-combustible materials acceptable to the Fire Chief;
 - v. which fire is set for the purpose of cooking, obtaining warmth or recreation; and
 - vi. such fire may not be fueled with Prohibited Debris.
- (b) "Accepted" means acceptable to the Fire Chief.
- (c) "Accredited" means accredited by the Safety Codes Council in the fire discipline under the authority of the Safety Codes Act.
- (d) "Apparatus" means any vehicle provided with machinery, devices, Equipment or materials for firefighting as well as vehicles used to transport firefighters or supplies.
- (e) "Basic Response" means the provision of Fire Apparatus with firefighters in response to fires as outlined in the Standard Operating Guidelines (SOG).
- (f) "Bylaw Officer" means a Bylaw Enforcement Officer appointed under section 555(1) of the Municipal Government Act, S.A. 1994, c. M - 26.1 and in the execution of enforcement duties, responsible for the preservation and maintenance of the public peace.
- (g) "Council" means the Council of the Municipal District of Mackenzie No. 23.

- (h) "CAO" means that person appointed to the position and title of Chief Administrative Officer by the municipal Council of the Municipal District of Mackenzie No.23 and includes any person appointed by the Chief Administrative Officer to act as his appointee;
- (i) "Dangerous Goods" means any material or substance that may constitute an immediate or long term adverse effect to life, health, property or the environment when burned, spilled, leaked or otherwise released from its normal use, handling, storage or transportation environment and includes those products, substances and organisms covered by the Transportation of Dangerous Goods regulations.
- (j) "Director of Emergency Services" means the person appointed as Director of Emergency Services for Municipal District of Mackenzie No.23 or his designate.
- (k) "Emergency Unit" means any vehicle operated for emergency purposes by the Fire Service whether on land, water or by air.
- (l) "Equipment" means any tools, contrivances, devices or material used by the Fire Service to combat an incident or other emergency.
- (m) "False Alarm" means any fire alarm that is set out needlessly, through willful or accidental, human or mechanical error, and to which the Fire Service responds.
- (n) "Fire Chief" means the person appointed by Council as head of the Fire Service.
- (o) "Fire Ground Commander" means the highest ranking Member (Fire Chief) or his designate, on the scene of a fire, rescue, Incident, or emergency.
- (p) "Fire Permit" is the written authority for burning in the Hamlets of the Municipality issued pursuant to this bylaw.

- (q) "Fire Permit Application" is the application form for burning in the Hamlets of the Municipality pursuant to this bylaw.
- (r) "Fire Protection" means all aspects of fire safety including but not limited to fire prevention, fire fighting or suppression, pre-fire planning, fire investigation, public education and information, training or other staff development and advising, and any other response to an Incident authorized by Council to respond to from time to time.
- (s) "First Responder Awareness Level" means the First responder Awareness Level as identified by the National Fire Protection Association.
- (t) "Fire Service" means Fire Services as established and organized for the Municipality pursuant to the provisions of this Bylaw consisting of, inter alia (among other things), all persons appointed or recruited to the various positions prescribed herein, all equipment, apparatus, materials and supplies used in the operation, maintenance and administration of the Fire Service, including fire stations.
- (u) "Fire Works" means the fireworks listed in Class 7, Division 1, and Class 7, Division 2, Subsection 1 and 2 in Section 14 of the Explosives Regulations (Canada) and Section 5.8 of the Alberta Fire Code;
- (v) "Hamlet" shall mean the area within the Hamlet boundaries of either Fort Vermilion, La Crete or Zama as declared by bylaw
- (w) "He" shall mean either person of the male or female gender.
- (x) "Highway" has the same meaning as defined in the *Highway Traffic Act* of Alberta.
- (y) "Incident" means a fire or a situation where an explosion is imminent or any other situation where there is a danger or a possible danger to life or property to which the Fire Service may respond.

- (z) "Incinerator Fire" means a fire that is confined within a non-combustible structure or container that has the draft and smoke vents thereof covered with a heavy gauge metal screen having a mesh size not larger than 13 millimeters and which is ventilated in such a manner as to preclude the escape of combustible materials including ash, which fire is set for the purpose of burning refuse, excepting plastic products.
- (aa) "Member" means any person who is a duly appointed Member of the Fire Service including persons whom the Fire Ground Commander or his designate appoints as Members at the scene of an Incident.
- (bb) "MGA" means the Municipal Government Act of Alberta, 1994, Chapter M-26.1 and amendments thereto.
- (cc) "Municipality" means the Municipal District of Mackenzie No. 23.
- (dd) "Open Fire" shall mean any Fire which is not an Incinerator Fire, Pit Fire, Public Park Site Fire and which, without limiting the generality of the foregoing shall include grass fires, forest and brush fires, running fires, structure fires, building fires, wood scrap fires, ground thawing fires and chattel fires.
- (ee) "Part-time Member" means:
 - (i) a person who is a duly appointed member of Fire Service and who receives remuneration for his or her services at a rate of pay established by Council, or
 - (ii) a person who is a duly appointed member of Fire Service and who has advised the Municipality in writing that he or she is willing to gratuitously perform his functions under this Bylaw.
- (ff) "Peace Officer" means a Bylaw Enforcement Officer, a Special constable, a Municipal Police Officer, a member of the Royal Canadian Mounted Police, or

any other person appointed by Council to enforce the provisions of this Bylaw.

- (gg) "Portable Appliance" means any appliance sold or constructed for the purpose of cooking food in the out-of-doors.
- (hh) "Prohibited Debris" means any material that when burned, will result in the release to atmosphere dense smoke or toxic air contaminants in accordance with statutes and bylaws written to protect and enhance the environment, and shall include but not be limited to materials described as:
- i. animal cadavers;
 - ii. animal manure;
 - iii. chemicals and chemical containers;
 - iv. combustible material in automobile bodies;
 - v. combustible material in automobiles;
 - vi. household refuse;
 - vii. non-wooden material;
 - viii. paints and painting materials;
 - ix. pathological waste;
 - x. rubber or plastic, or anything containing or coated with rubber or plastic or similar substances;
 - xi. tires;
 - xii. toxic substances;
 - xiii. used oil; or
 - xiv. wood or wood products containing substances for the purpose of preserving wood.
- (ii) "Public Park Site Fire" means a fire on land owned or leased by the Municipality or its agents for recreational purposes and is confined to a non-combustible container supplied by the Municipality, as approved by a Fire Member, or a portable appliance, which is set for the purpose of cooking food, obtaining warmth or viewing for pleasure. Such fire may only be fueled with seasoned wood, charcoal, coal, natural gas or propane.
- (jj) "Running Fire" means a fire burning without being under the proper control of any person.

- (kk) "Safety Codes Officer" means any member certified by the Safety Codes Council of Alberta as a Safety Codes Officer for the Fire Discipline and given a Designation of Powers pursuant to the Safety Codes Act.
- (ll) "SOG" means Standard Operating Guidelines.
- (mm) "Structure Fire" means a fire confined to and within any building, structure, machine, vehicle, or contents thereof and which will or may cause the destruction of or damage to the said building, structure, machine, vehicle, or the contents thereof or surrounding area, but excluding an incinerator fire.
- (nn) "Support Activities" means those tasks that are conducted in support of Members and which are not carried out in a hazardous area and do not require specialized training or protective clothing.
- (oo) "Violation Ticket" means a ticket or similar document issued by the Municipality pursuant to the Municipal Government Act, S.A. 1994, c. M-26.1.

SECTION 4

JURISDICTION

- 4.1 The Municipality may be divided into Fire Service areas with fire departments so located as deemed necessary by Council for the proper control and prevention of fires and other emergencies.
- 4.2 The Council may enter into a contract for the provision of Fire Services from another municipality.
- 4.3 The limits of the jurisdiction of the Fire Chief, and the officers and Members of the Fire Service will extend to the area and boundaries of the Municipality, and no part of the Apparatus shall be used beyond the limits of the Municipality without the express authorization of a written contract or agreement providing for the supply of Fire Services outside the municipal boundaries, unless permission has been granted by the CAO or designate.

SECTION 5 ORGANIZATION AND ADMINISTRATION

- 5.1 The Fire Service of the Municipality shall consist of a Director of Emergency Services, Fire Chiefs, Members, buildings, Apparatus, and Equipment as deemed necessary by Council to safeguard the safety, health and welfare of people and protect people and property.
- 5.2 The CAO shall appoint the Director of Emergency Services.
- 5.3 A Fire Chief shall be appointed by Council for each Fire Service upon recommendation of the Director of Emergency Services from the Members of the Fire Service.
- 5.4 The Fire Chief shall be responsible to and report to the Director of Emergency Services.
- 5.5 Other officers and Members as deemed necessary may be appointed by the Fire Chief to the fire department with the approval of the Council.
- 5.6 A Fire Chief may appoint other officers of the Fire Service to act as Fire Chief on his behalf.
- 5.7 All members of the Fire Service shall carry out duties as assigned by the Fire Chief or designate.
- 5.8 The rank system for each Fire Service shall include but not be limited to a Fire Chief, Deputy Chief, Captain, and Firefighter.
- 5.9 Fire Service Member's who are Safety Codes Officers, with proper designation of powers, may carry out additional activities in accordance with the Municipality's Quality Management Plan, including but not limited to:
 - (a) the issuance of Fire Works Permits,
 - (b) enforcement of the Alberta Fire Code,
 - (c) dealing with unsafe conditions (as per Section 43 in the Safety Codes Act),
 - (d) establish maximum occupant loads for buildings,
 - (e) investigations, and
 - (f) inspections.

- 5.10 The Fire Service shall comply with any and all policies established by Council pertaining to the Fire Service.
- 5.11 When a new member is added to the department, a comprehensive personnel record shall be established. Access and control of individual personnel records shall be in accordance with applicable regulations as determined by the Director of Emergency Services.
- 5.12 The Fire Service shall establish and maintain a competent and well-trained force by attracting and retaining qualified personnel. The fire department shall strive to build a work force diverse in both gender and culture and representative of the community's available labor pool. All personnel policies shall be in compliance applicable local, provincial, and federal laws.
- 5.13 Subsection 5.11 shall not be deemed to imply or mandate that the Fire Service develop or implement a quota system.
- 5.14 The Fire chief or a Member of the Fire Service, acting in good faith and without malice for the Municipality in his discharge of duties, shall not hereby render himself liable personally and he is hereby relieved from all personal liability for any damage that may occur or by reason of any act or omission in the discharge of his duties.
- 5.15 Any suit brought against the Fire Chief or any Member of the Fire Service, because of an act or omission performed by him in the enforcement of any provision of this Bylaw, shall be defended by the Municipality. The Fire Chief or any Member of the Fire Service will be reimbursed or indemnified against any loss or expense which they incur as a result of any inquiry relating to, or any act or judgment obtained against them arising out of their duties as a member of the Fire Service. The Municipality shall not be required to pay fines or penalties levied or imposed against the Fire Chief or any Member of the Fire Service by reason of any conviction or charge for any violation of any statute or Bylaw.
- 5.16 The Fire Service shall be equipped with such Apparatus and Equipment as approved within the annual operating and capital budgets as approved by Council having regard to

what is appropriate for such services in the Province of Alberta.

SECTION 6 **FIRE SERVICE**

- 6.1 The Council does hereby establish a Fire Service, for the purpose of:
- (a) preventing and extinguishing fires;
 - (b) investigating the cause of fires in accordance with the Quality Management Plan approved by the Safety Codes Council;
 - (c) preserving life and property and protecting persons and property from injury or destruction by fire;
 - (d) providing rescue services and medical emergency response;
 - (e) preventing, combating and controlling incidents;
 - (f) carrying out preventable patrols, pre-fire planning and fire inspections in accordance with the Quality Management Plan approved by the Safety Codes Council;
 - (g) entering into agreements with other municipalities or persons for the joint use, control and management of fire extinguishing apparatus and equipment;
 - (h) purchasing and operating apparatus and equipment for extinguishing fires or preserving life and property;
 - (i) enforcing the provisions of the Safety Codes Act and its regulations; and
 - (j) other services as directed by Council.
- 6.2 The priority of goals in the suppression of fire shall be as follows:
- (a) Preservation of human life,

- (b) Limit the spread of the fire,
 - (c) Extinguish the fire,
 - (d) Minimize property damage from fire-related hazards.
- 6.3 Preservation of human life shall be the primary responsibility of the Fire Service during fires and other emergencies.

SECTION 7 THE FIRE CHIEF

- 7.1 The Fire Chief has complete responsibility and authority over the Fire Service subject to the direction and control of the Director of Emergency Services.
- 7.2 The Fire Chief shall prescribe rules, regulations and policies for the ongoing organization and administration of the Fire Service including but not limited to:
- (a) the use, care and protection of Fire Service property;
 - (b) the appointment, recruitment, conduct, discipline, duties, and responsibilities of the Members;
 - (c) the efficient operation of the Fire Service;
- 7.3 Regulations, rules or policies ,made pursuant to subsection 7.2 of this Bylaw shall not be inconsistent with the legislation and regulations of the Province of Alberta.
- 7.4 The Fire Chief may:
- (a) upon approval of the Director of Emergency Services, purchase or otherwise acquire equipment, materials, supplies required for the operation, maintenance and administration of the Fire Service to be used in connection therewith.
 - (b) advise the Director of Emergency Services in the purchasing of capital items (ie. apparatus) for the Fire Service to be used in connection therewith.
- 7.5 The Fire Chief shall continually review, revise, and enforce the personnel standard of the department and, to the extent

empowered, issue the orders necessary for administering personnel procedures.

- 7.6 The Fire Chief shall have the authority to develop and amend Standard Operating Guidelines. Members shall have a reasonable opportunity to review the guidelines and submit comments to the Director of Emergency Services. The Standard Operating Guidelines do not come into force until the Director of Emergency Services has accepted them.
- 7.7 Notwithstanding subsection 7.6 the Fire Chief may implement Standard Operating Guidelines that are immediately enforced when in his opinion there is a threat to operations or Member safety.
- 7.8 Standard Operating Guidelines implemented as per subsection 7.7 shall be immediately forwarded to the Director of Emergency Services who may accept, alter, or repeal the guidelines.
- 7.9 The Fire Chief may investigate and recommend changes of service, mutual aid agreements, and service contracts for the Fire Service.
- 7.10 The Fire Chief may obtain assistance from other officials of the municipality as deemed necessary in order to discharge his duties and responsibilities under this Bylaw.
- 7.11 The Fire Chief shall have control, direction and management of all Fire Service apparatus, equipment and manpower.

SECTION 8

STANDARDS APPLYING TO ALL MEMBERS

- 8.1 All members of the department, by way of Standard Operating Guidelines, shall be kept informed of, and comply with, expectations for attendance, punctuality; duty performance; compliance with laws, rule, regulations, and procedures; and professional behavior that contribute to the maintenance of a positive work environment.
- 8.2 No member shall perform a fire inspection or investigation without first obtaining status as a Safety Codes Officer as per the Quality Management Plan, and receiving permission from the Fire Chief.

- 8.3 No Member, except the Fire Chief, or person authorized by the Fire Chief, shall release information to the media regarding an incident, investigation, Fire Service operation, or Standard Operating Guideline.

SECTION 9 **FIRE GROUND COMMANDER**

- 9.1 The Fire Ground Commander shall have total control over all aspects of any incident.
- 9.2 The Fire Ground Commander is empowered to enter a premise or property where the Incident occurred and to cause any Member, Apparatus, or Equipment of the Fire Service to enter, as he deems necessary, in order to combat, control or deal with the Incident.
- 9.3 The Fire Ground Commander is empowered to enter, pass through or over buildings or property adjacent to an Incident and to cause Members of the Fire Service to enter, pass through or over the building or property, where he deems it necessary to gain access to the Incident or to protect any person or property.
- 9.4 The Fire Ground Commander is empowered to cause a building, structure or thing to be pulled down, demolished or otherwise removed if he deems it necessary to prevent the spread of fire to other buildings, Structures, or to combat any other incident.
- 9.5 The Fire Ground Commander is empowered to order into service privately owned Equipment, materials, services or labor that he considers necessary to eliminate the Incident, and to authorize payment for such resources.
- 9.6 The Fire Ground Commander may request persons who are not Members to assist in Support Activities.
- 9.7 The Fire Ground Commander may establish boundaries or limits and keep persons from entering the area within prescribed boundaries or limits unless authorized to enter by him.

- 9.8 The Fire Ground Commander may request peace officers to enforce restrictions on persons entering within the boundaries or limits outlined by him.
- 9.9 When the Fire Ground Commander determines that a fire has been extinguished or has been brought under control by the Fire Service, he may declare that the said fire shall be under the charge, custody, or control of any person being the owner of or being in control of the property, building, structure, vehicle, machine or thing which was on fire, and such person shall not allow the fire to run at large.
- 9.10 Where a fire has been placed under the charge, custody or control of a person pursuant to subsection 9.8, it shall be the responsibility of such person to provide, hire or obtain any person or persons, equipment, vehicle, machine, tool or device, including the Fire Service, which may be required to prevent the fire from running at large.
- 9.11 Where the owner, occupant or person in control of a property, building, structure, vehicle, machine or thing which has been on fire cannot be found, the Fire Ground Commander or other person authorized to act on his behalf may appoint a person to provide, hire, or obtain any person or persons, equipment, vehicle, machine, tool or device which may be required to prevent the fire from running at large, including the Fire Service, and any cost incurred thereby shall be paid to the Municipality by the owner of the property, building, structure, vehicle, machine or thing as per section 14 of this bylaw.
- 9.12 The Fire Ground Commander may exercise the powers granted to a municipality under section 551 of the MGA for the purpose of dealing with an emergency.

SECTION 10 PROHIBITIONS

- 10.1 This section is applicable to the complete Municipality.
- 10.2 No person shall:
- (a) enter the boundaries or limits of an area prescribed in accordance with subsection 9.5 unless he/she has

been authorized to enter by the Fire Ground Commander.

- (b) impede, obstruct or hinder a member of the Fire Service or other person assisting or acting under the direction of the Fire Ground Commander.
- (c) falsely represent himself as a Fire Service member, or wear or display any Fire Service badge, cap, button, insignia or other paraphernalia for the purpose of false representation.
- (d) obstruct or otherwise interfere with access roads or streets or other approaches to any Incident, fire alarm, fire hydrant, cistern or body of water designated for firefighting purpose or any connections provided to a fire main, stand pipe, sprinkler system, cistern or other body of water designated for firefighting purposes.
- (e) light a Pit Fire without first taking sufficient precaution to ensure that the fire can be kept under control at all times;
- (f) light a Pit Fire when the weather conditions are conducive to creating a Running Fire;
- (g) fail to take reasonable steps to control a fire for the purpose of preventing it from becoming a Running Fire or from spreading onto land other than his own;
- (h) deposit, discard or leave any burning matter of substance where it might ignite other material and cause a fire;
- (i) conduct any activity that involves the use of fire that might reasonably be expected to cause a fire, unless he exercises reasonable care to prevent the fire from occurring;
- (j) interfere with the efforts of persons authorized in this Bylaw to extinguish fires or preserve life or property;

- (k) interfere with the operation of any of the Fire Service equipment or apparatus required to extinguish fires or preserve life or property;
- (l) damage or destroy the Fire Service property;
- (m) engage in Open Fire burning in the Hamlets of the Municipality.
- (n) burn contrary to the conditions within a Fire Permit issued in accordance with this Bylaw.

SECTION 11 FIRE PERMIT

- 11.1 This section is only applicable within the Hamlet boundaries of the Municipality.
- 11.2 No person shall ignite, fuel, supervise, maintain or permit any type of fire upon land owned or occupied by him or under his control within the Hamlets of the Municipality except when he is the holder of a subsisting Fire Permit issued pursuant to this Bylaw, unless:
 - (a) the fire has been set by the Fire Service for the purpose of training its members,
 - (b) the fire is a Public Park Site fire, which has an approved permit for all fire pits, or
 - (c) the fire has otherwise been authorized by the Fire Service.
- 11.3 When a fire is lit under the circumstances described in subsection 11.1 when such fire is not permitted pursuant to this Bylaw the owner or occupier of the land or the person having control of the land upon which such fire is lit shall:
 - (a) extinguish the fire immediately; or
 - (b) where he is unable to extinguish the fire immediately, report the fire to the Fire Service.

- 11.4 No person shall, either directly or indirectly personally or through an agent, servant or employee kindle a fire and let it become a Running Fire on any land not his own property or allow a Running Fire to pass from his own property to the property of another.
- 11.5 Any person wishing to obtain a Fire Permit for a Fire Pit must complete a Fire Permit Application with the Municipality through the Fire Service pursuant to this bylaw.
- 11.6 Upon receipt of a proper completed Fire Permit Application with the Municipality through the Fire Service the Fire Chief shall consider the Fire Permit Application, and may, in his sole and absolute discretion:
 - (a) grant a Fire Permit upon such terms and conditions as the Fire Service deems appropriate, or
 - (b) refuse to grant a Fire Permit.
- 11.7 A Fire Permit shall not be transferable.
- 11.8 Fire Permits issued pursuant to this Bylaw are valid for such period of time as shall be determined and set by the Fire Chief and the Fire Permit shall have endorsed therein the period of time for which the said Permit is valid.
- 11.9 The Fire Chief may extend the period of time that a Fire Permit is valid, provided the Fire Permit has not expired.
- 11.10 The Fire Chief may, in his sole and absolute discretion, terminate, suspend or cancel a Fire Permit at any time.
- 11.11 Each application for a Fire Permit must contain the following information:
 - (a) the name and address of the applicant;
 - (b) the legal and civic description of the land on which the applicant proposes to set a fire;
 - (c) the type and description of Fire Pit construction proposed to be used;
 - (d) the signature of the applicant;

- (e) the signature of the property owner or authorized agent of the owner.

11.12 No person shall provide false, incomplete or misleading information to the Municipality or to the Fire Service on or with respect to the Fire Permit Application.

SECTION 12 CONTROL OF FIRE HAZARDS

- 12.1 This section is only applicable within Hamlet boundaries of the Municipality.
- 12.2 If the Council finds within the Hamlet boundaries on privately owned land or occupied public land conditions that in its opinion constitutes a fire hazard, it may order the owner or the person in control of the land on which the fire hazard exists to reduce or remove the hazard within a fixed time and in a manner prescribed by the Council.
- 12.3 When the Council finds that the order it made pursuant to subsection 12.1 has not been carried out, it may enter on the land with any equipment and any persons it considers necessary and may perform the work required to eliminate or reduce the fire hazard.
- 12.4 The Owner or the person in control of the land on which work was performed pursuant to subsection 12.2 shall on demand reimburse the Council for the cost of the work performed and in default of payment the Council has a lien for the amount against the land and improvements on it.

SECTION 13 REQUIREMENT TO REPORT

- 13.1 This section is applicable to the complete Municipality.
- 13.2 The Owner or his authorized agent of any property damaged by fire shall immediately report to the Fire Service particulars of the fires which are satisfactory to the Fire Chief and Director of Emergency Services.
- 13.3 The owner or his authorized agent of any property containing a dangerous good(s) product which sustains an accidental or

unplanned release of the dangerous good(s) product shall immediately report to the Fire Service particulars of the release which are satisfactory to the Fire Chief and Director of Emergency Services.

SECTION 14 RECOVERY OF COSTS

14.1 Where the Fire Service has taken any action whatsoever for the purpose of extinguishing a fire or responding to a fire call or Incident within or outside the Municipality or for the purpose of preserving life or property from injury or destruction by fire or other Incident within or outside the Municipality, including any such action taken by the Fire Service on a False Alarm, the Municipality shall, in respect of any costs incurred by the Municipality in taking such action, charge any costs so incurred by the Municipality:

- (a) to the person who caused the Incident;
- (b) the owner of the land or in possession where the Incident occurred; or
- (c) the owner of property where the person in possession and control of property which is the situate of the Incident if not located on privately owned land.

Emergency response units responding to an incident but not utilized to rectify the emergency shall not be charged for.

14.2 Where the Fire Services has provided services for the purpose of, but not be limited to:

- (a) occupant load determination,
- (b) fire inspections,
- (c) fire investigations, and
- (d) Fire Permits,

the Municipality shall, in respect of costs incurred by providing the service, charge such fees as set out in Schedule "A" attached to and forming part of this Bylaw, and

such fees shall be due and payable upon receipt of such services.

14.3 The schedule of costs and fees to be charged by the Municipality for services rendered pursuant to this Bylaw shall be set out in Schedule "A" attached to and forming part of this Bylaw.

(a) The fees and charges set out in schedule "A" may be amended by Council as determined from time to time when deemed necessary.

14.4 In respect of the costs or fees described in subsections 14.1, 14.2 and 14.3.

(a) the Municipality shall recover such cost or fee as a debt due and owing to the Municipality; or

(b) in the case of action taken by the Fire Service in respect to land within the Municipality, where the cost or fee is not paid upon demand by the Municipality, then in default of payment, such cost or fee shall be charged against the land as taxes due and owing in respect of that land, or

(c) in the case of action taken by the Fire Service in respect to Incidents involving motor vehicles the municipality shall take any collection action it deems necessary if the amount levied by the municipality is not paid within sixty (60) days after the mailing of an invoice by the municipality, or in the event of an appeal, sixty (60) days of the date of mailing of the decision of Council on the appeal.

14.5 Any person or corporation assessed with the described fee in subsection 14.1, 14.2, and 14.3 may appeal to the Director of Emergency Services— within a period of thirty (30) days from the date of invoice by the municipality to waive, consider or vary such fee as the Director of Emergency Services sees fit. The decision of the Director of Emergency Services may be appealed to the Council for review and consideration. The decision of Council shall be final and binding.

- (a) only the costs greater than one thousand dollars (\$1000.00) shall be considered for review.

SECTION 15 **OFFENSES AND PENALTIES**

- 15.1 Every person who violates a provision of this Bylaw is guilty of an offense and is punishable upon summary conviction,
 - (a) to a fine not exceeding ten thousand dollars (\$10,000.00) or to a term of imprisonment not exceeding on (1) year or to both.
- 15.2 A Peace Officer who finds a person violating or who has reasonable and probable grounds to believe that a person has violated any provisions of this Bylaw may give a written notice of intention to prosecute, in the form of a Part Two Provincial Violation Ticket, setting forth the date, time, and place of the offence, briefly indicating the nature of the offence.
- 15.3 The Court convicting a person of a violation of this Bylaw may order that in default of payment of a fine imposed on such conviction, the defendant shall be imprisoned for a period of not more than six months.

SECTION 16 **VIOLATION TICKET**

- 16.1 Nothing in this bylaw shall prevent a Peace Officer from:
 - (a) immediately issuing a Violation Ticket for the mandatory Court appearance to any person who contravenes any provision of the bylaw, or
 - (b) issuing a Voluntary Payment ticket in lieu of a mandatory Court appearance for \$100.00.

SECTION 17 **SEVERABILITY**

- 17.1 Should any section or part of this bylaw be found to have been improperly enacted, for any reason, then such section

or part shall be regarded severable from the rest of the bylaw and the bylaw remaining after such severance shall be effective and enforceable as if the section found to be improperly enacted had not been enacted as part of this bylaw.

SECTION 18 REPEAL

18.1 This bylaw shall repeal Bylaw 199/00.

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

First Reading given on the 15th day of October 2003.

"B. Neufeld" (Signed)
Bill Neufeld, Reeve

"B. Spurgeon" (Signed)
Barbara Spurgeon,
Executive Assistant

Second Reading given on the 15th day of October 2003.

"B. Neufeld" (Signed)
Bill Neufeld, Reeve

"B. Spurgeon" (Signed)
Barbara Spurgeon,
Executive Assistant

Third Reading and Assent given on the 15th day of October 2003

"B. Neufeld" (Signed)
Bill Neufeld, Reeve

"B. Spurgeon" (Signed)
Barbara Spurgeon,
Executive Assistant

FIRE SERVICES BYLAW 387/03
SCHEDULE "A"

RESPONSE FEE:

Pumper Unit		\$300.00 per hour
Ladder Unit (<u>Aerial</u>)		\$300.00 per hour
Tanker Unit		\$300.00 per hour
Rapid Response Unit		\$300.00 per hour
Rescue Unit		\$300.00 per hour
Command Unit		\$150.00 per hour
Rescue Boat		\$150.00 per hour
Hazmat Trailer		\$100.00 per hour
Rescue Alive Unit		\$75.00 per hour
Rescue Boggan		\$75.00 per hour
Contracted Services		Cost plus 15%
	(i.e. water haulers, equipment, labor, etc.)	
Response to false alarm	1 st Call	No Charge
	(within same year as 1 st Call) 2 nd Call	\$100.00
	(within same year as 1 st Call) 3 rd Call	\$200.00
	(within same year as 1 st Call) 4 th Call	\$300.00
Consumable items		Cost plus 15%
Cancelled Calls		Cost as per response
<u>\$250.00</u>		
Minimum Charge		<u>\$250.00</u>

MANPOWER FEE:

Officers <u>Fire Ground Commander</u>		
	\$25.00 per man hour	
Firefighter		\$20.00 per man hour

OTHER FEES:

Violation Ticket	1 st offence	\$100.00
	2 nd & additional offence	\$200.00

Fire Works Permit (no charge to non profit groups)
 \$50.00 per permit

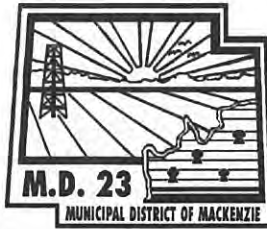
Municipal District of Mackenzie No.23 Bylaw 387/03458/04
Fire Services Bylaw

Filling of Air Cylinders (breathing air)	
i) small cylinder (30 min.)	\$10.00
ii) cascade cylinder	\$30.00
Stand-by for events	\$20.00 per man hour
Water flow testing reports	\$100.00
File search (fire inspections & investigations)	\$35.00 per search
Fire Permit	25.00 per permit
Fire Inspection Services within Municipality	\$50.00 per hour plus expenses
Fire Inspection Services outside Municipality	\$75.00 per hour plus expenses
Re-inspection with outstanding Fire Code Violations	\$50.00 per visit
Fire Investigation Services within Municipality	\$50.00 per hour plus expenses
Fire Investigation Services outside Municipality	\$75.00 per hour plus expenses
Training course(s) to other individuals/groups	Cost plus 15% admin. fee
Expert witness services – civil litigation	\$20 per hour to a maximum of \$200 per day plus expenses
Occupant Load Determination	\$100.00 per certificate

Adopted this fifteenth day of October 2003.

"B. Neufeld" (Signed)
Bill Neufeld, Reeve

"B. Spurgeon" (Signed)
Barbara Spurgeon,
Executive Assistant



M.D. of Mackenzie No. 23

Request For Decision

Meeting:	Regular Council Meeting
Meeting Date:	June 22, 2004
Originated By:	Bill Landiuk, Director of Corporate Services
Title:	Policy FIN023 – Local Improvement Charge Cancellation
Agenda Item No:	12. A)

BACKGROUND / PROPOSAL:

Council approved this policy at the May 13, 2003 meeting with an addition to Schedule "A" at the July 8, 2003 meeting. The policy allows Council to consider whether it is equitable to cancel the yearly local improvement charged on property owned by a non-profit group or registered charity.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Administration attached Schedule A of policy FIN023 that outlined the recommended roll numbers that should fall under this policy.

COSTS / SOURCE OF FUNDING:

2004 Budget – Account 922 Tax Cancellation/Write Offs

RECOMMENDED ACTION (by originator):

Motion:

That Policy FIN023 Local Improvement Charge Schedule "A" be amended to include La Crete Municipal Nursing Association La Crete 100th Street Improvement in the amount of \$143.87 and Fort Vermilion Community Library Association River Road (50th Ave) Fort Vermilion in the amount of \$197.28.

Review:

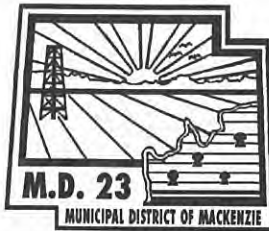
Dept.

C.A.O.

Tax Cancellation/Write Offs
Schedule A

Name	Roll Number	Details	Amount	Expiry Date
<i>Friends of the Old Bay House Society 4405 River Road Fort Vermillion</i>	076893	<i>Sewer</i>	1,027.51	2019
		<i>Water</i>	276.90	2006
		<i>Total</i>	1,304.41	
<i>La Crete Senior Inn Society 10014 - 99 Avenue La Crete</i>	076836	<i>Sewer</i>	167.70	2007
		<i>Water</i>	183.18	2007
		<i>Total</i>	350.88	
<i>La Crete Municipal Nursing Association 9606 - 100 Street La Crete</i>	076829	<i>Sewer</i>	195.00	2007
		<i>Water</i>	213.00	2007
		<i>100th Street</i>	143.87	2012
		<i>Total</i>	551.87	
<i>Fort Vermillion Community Library Society 5103 River Road Fort Vermillion</i>	106020	<i>Water</i>	110.00	2006
		<i>River Road (50th)St</i>	197.28	2013
		<i>Total</i>	307.28	
<i>La Crete Chamber of Commerce Box 1088 La Crete</i>	155343	<i>Sewer</i>	259.35	2007
		<i>Water</i>	283.29	2007
			542.64	

Review:	Dept.	C.A.O.
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M.D. of Mackenzie No. 23

Request For Decision

Meeting:	Regular Council Meeting
Meeting Date:	June 22, 2004
Originated By:	Bill Landiuk, Director of Corporate Facilities Funding - Recreation Boards
Agenda Item No:	12. b)

BACKGROUND / PROPOSAL:

The Finance Committee undertook a review of policy ADM043 to determine if any changes should be made and also to determine the 2004 Zama recreation board funding under this policy.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The Finance Committee prepared a revised 25 year capital worksheet using additional information provided by the Zama recreation board and using the same criteria and methodology that was used for the Fort Vermilion and La Crete recreation boards.

Based on this worksheet the annual amount under this policy would be \$5,081.00

No other changes to the policy.

COSTS / SOURCE OF FUNDING:

2004 Budget

RECOMMENDED ACTION (by originator):

Motion 1:

That policy ADM043 be amended to include an amount of \$5,081.00 for the Zama Recreation Board.

Motion 2:

That the 2004 operating budget be amended to include an amount of \$5,081.00 for the Zama Recreation Board under policy ADM043.

Review:

Dept.

C.A.O.

Municipal District of Mackenzie No. 23

Title	Capital Equipment/Facilities Funding – Recreation Boards	Policy No:	ADM043
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Purpose

To establish annual budget guidelines for the funding of major maintenance, repairs or overhauls and the replacement various equipment items related to recreation facilities

Policy Statement and Guidelines

1. As part of the annual budget process, a review is undertaken with the Recreation Boards to determine their anticipated expenditure needs in this area. The review is based on a 25-year capital worksheet which outlines the items, their useful life and anticipated replacement date. This review will be done on a yearly basis in conjunction with the finance committee, updated and a recommendation sent to Council. Any changes to annual budget amounts previously authorized by Council, will be brought forward for Council ratification.
2. This funding will only be used for previously approved and authorized capital equipment and/or facilities purchases or additions made by Council. See policy ADM041 Recreation Capital Projects for guidelines. If a recreation board decides to construct a facility or add to the existing facility or purchase a major piece of equipment on their own behalf without Council approval, no funding will be provided under this policy.
3. Funding is subject to a "matching" funds principle whereby a recreation board will have to raise dollars, and/ or goods and services in order to receive their funding under this policy. The matching criterion is dollar for dollar. Recreation boards can use donated labor (subject to maximum allowable hourly provincial rate) and subject to a maximum of 30% of the total of the matching funds; donated equipment (subject to maximum allowable under Alberta Builder's rate schedule); dollar donations or other grant(s) for the determination of "matching" calculations.

The above "matching" funds information must be provided to the MD administration for review purposes in order for any funds to be provided under this policy.

The annual budget amounts currently authorized by Council is as follows:

Fort Vermilion Recreation Board - \$ 27,000
 La Crete Recreation Board - \$ 34,000
 Zama Recreation Board - \$ 5,081

4. In the event a recreation board **cannot** raise the matching component for a project, the board can come forward for Council consideration, with a request for additional funding. As part of the request, the board must provide written evidence that reasonable attempts have been made to secure funding from applicable grant funding organizations. Council may also request to have all aspects of the fund raising process be outlined in detail. Council will have the final decision making say in the determination of providing, if any, additional funding to the recreation board.

5. Administration is authorized to approve expenditure for any emergency in accordance with policy FIN006 – Unbudgeted Expenditures.

	Date	Resolution Number
Approved	November 27/2003	03-572
Amended		
Amended		

ZAMA

Description	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13	Year 14	Year 15	Year 16	Year 17	Year 18	Year 19	Year 20	Year 21	Year 22	Year 23	Year 24	Year 25
Cooler #1	\$4,000															\$4,000									
Cooler #2	\$4,000															\$4,000									
T.V. & Trolley										\$3,500										\$3,500					
Ice Machine		\$3,000									\$3,000											\$3,000			
Stove											\$1,250														
Dart Boards (6)										\$500											\$500				
Stereo, speakers, mike												\$5,000													
Pop Machine	\$1,000							\$1,000																\$1,000	
Aerator				\$2,000												\$2,000									
Popcorn Machine								\$500																\$500	
Picnic Tables (25)		\$2,500										\$2,500										\$2,500			
Plastic Tables (25)										\$3,750											\$3,750				
Executive Chairs (10)													\$3,500												
Ping Pong Table				\$200										\$200											\$200
Plastic Chairs (75)															\$3,750										
Table Trolleys (4)	\$2,400														\$2,400										
Computer Desk										\$1,000											\$1,000				
Computer	\$2,200					\$2,200					\$2,200					\$2,200						\$2,200			
Storage Shed (2)				\$4,000																					\$4,000
Gas Furnances (2)																\$4,000									
Skating Rink																									
Lights								\$1,200																	
Shack																\$25,000									

JOINT ELECTED OFFICIAL'S FORUM
June 2, 2004 - 10:00 a.m.
High Level Arena

Agenda

1. Call to Order
2. Introduction of Members
3. Approval of Agenda
4. Approval of Previous Minutes
5. Review of Action List
6. Member Reports:
 - 6.1 Municipal District of Mackenzie
 - 6.2 Town of High Level
 - 6.3 Town of Rainbow Lake
 - 6.4 Child and Family Services Region #8
 - 6.5 North Peace Tribal Council
 - 6.6 Paddle Prairie Metis Settlement
 - 6.7 Fort Vermilion School Division
 - 6.8 Northern Lights Regional Health Authority
 - 6.9 High Level Chamber of Commerce
 - 6.10 Rainbow Lake Chamber of Commerce
 - 6.11 La Crete Chamber of Commerce
 - 6.12 Fort Vermilion Board of Trade
7. New Business
 - 7.1 PPD Membership – CFSR #8
 - 7.2 Increase of School Board Trustees – Town of High Level
 - 7.3
 - 7.4
8. Guest Speakers
 - 9.1 Gary Mar, Minister Health and Wellness
 - 9.2 Gary Friedel, MLA
9. Date of next Meeting
10. Host and Chair of Next Meeting – Town of Rainbow Lake
11. Adjournment

**Joint Elected Officials Forum
November 7, 2003
High Level Arena
High Level**

MINUTES

In Attendance:

Town of High Level

Susan Callihoo, Councillor
Ellis Forest, Councillor
Mike Mihaly, Mayor
Dianne Hunter, Town Manager

Town of Rainbow Lake

Iris Kurash, Mayor
John Watt, Councillor
Boyd Langford, Councillor
June Dixon, CAO

Municipal District of Mackenzie No. 23

Bill Neufeld, Reeve
Walter Sarapuk, Deputy Reeve
Greg Newman, Councillor
John Driedger, Councillor
Betty Bateman, Councillor
Harvey Prockiw, CAO
Barb Spurgeon, Executive Assistant

Fort Vermilion School Division

David Steer, Chairperson
Wally Schroeder, Trustee
Grace Dimond, Trustee
Lena Neudorf, Trustee
Tom Hoffman, Trustee
Ken Dropko, Superintendent
Freddi Bromling, Assistant Superintendent

Northern Lights Regional Health Authority

Peter Hawryliuk, Board Member
Betty Dechant, Board Member
Scott Garner, Chair
Patricia Pelton, CEO
Nell Vrolyk, Vice-President Health Services

Child & Family Services Region #8

Corrine Card, Board Member
Helen Braun, Board Member
Louise Krewusik, Board Member
Doris Villeneuve, Board member
Diane Lavoie, Co-Chair
Vivian Torrens, Board member
Willard Roe, Board Member
Ann Martfeld, Board Member
Michelle Grant, Board member
Dorothy Eiserman, Board Member
Carole-Anne Patenaude, CEO

High Level & District Chamber of Commerce

Sylvia Kennedy, Vice-President

Fort Vermilion & Area Board of Trade

Wayne Strach, Board Member

Rainbow Lake & District Chamber of Commerce

Boyd Langford, President

Member of Legislative Assembly

Gary Friedel, Peace River Constituency

Guests

Iris Evans, Minister of Children's Services

1.0 Call to Order

Co-Chair Corrine Card called the meeting to order at 10:07 a.m. She thanked everyone for attending and opened the meeting with the explanation that the meeting would be chaired by both her and Helen Braun, as Children's Services uses Co-Chairs. She then turned over the Chair to Helen Braun.

2.0 Introduction of Members

Helen Braun asked the members to introduce themselves and advised that Minister Evans would be attending and as she only had a short time frame, we would break from the agenda and allow Minister Evan's the floor at that time.

3.0 Approval of Agenda

010/03

Moved by Bill Neufeld

THAT the Agenda be adopted as presented.

CARRIED

4.0 Approval of Minutes

011/03

Moved by David Steer

THAT the minutes of May 2, 2002 be adopted as presented.

CARRIED

5.0 Review of Action List

Helen Braun led the group through the review of the Action List.

6.0 BUSINESS ARISING

Name of Organization

Helen Braun advised that a suggestion for a name to better reflect this group has been received from the Municipal District of Mackenzie; and asked if there were any additional names from the floor. There were no further names for consideration.

012/03

Moved by Ellis Forest

That the Jointed Elected Official's Forum be changed to the "Mackenzie Regional Governance Forum".

CARRIED

CEO/CAO Working Group

Harvey Prockiw advised that the group had met once via teleconference and once in person, however due to bad

weather not all participants were able to attend. Another meeting would be set up in the new year.

Co-Chair Helen Braun recessed the meeting at 10:25 a.m.

Co-Chair Helen Braun reconvened the meeting at 10:35 a.m.

Minister Evans

Co-Chair Helen Braun welcomed Gary Friedel, MLA and Iris Evans, Minister of Children's Services to the Forum and turned over the floor to Gary Friedel.

Gary Friedel welcomed Iris Evans and introduced her to the forum. Introductions were made again.

Minister Evans thanked the Forum for inviting her and spoke of returning to High Level, as the last time she was here, the plane was unable to land and had to return to Edmonton.

Minister Evans spoke of the importance of children and the various partnerships being struck across the province in support of children and families. She talked about the Alberta Response model, which has been put into place to assist families before they are in crisis. She related several stories of children who had fallen through the cracks and how this program should help to address the issues.

Minister Evans spoke of our local Family and Community Support Services and that these programs are instrumental in providing preventive programs at the community level.

Minister Evan reported there is a new child Welfare Act that should be proclaimed next year.

She then took questions from the floor.

Mayor Mihaly presented Minister Evans with a Town of High Level trade coin, and thanked her for attending.

Co-Chair Helen Braun recessed the meeting for lunch at 12:00 p.m.

Co-Chair Helen Braun reconvened the meeting at 1:00 p.m.

Greyhound

Mayor Mihaly advised that himself, along with the Mayor of Grande Prairie, met with Greyhound in the previous month and they have advised that they are currently working on improving the bus schedule from High Level to Grande Prairie. The new schedule should probably be in place by next spring. He urged the members to send letters of support for improved bus scheduling.

6. Member Reports

Children and Family Services Region #8

Diane Lavoie introduced Carole-Anne Patenaude, CEO and turned the floor over to her. Carole-Anne advised that an update had been circulated and then highlighted several items. She noted that the resources in this area had increased significantly over the past year since the amalgamation of regions. This area would be increasing the staff complement to include 2 foster care workers and 1 full-time family enhancement position.

Municipal District of Mackenzie No. 23

Reeve Neufeld reported on an upcoming meeting with Transportation and advised topics of discussion would be Highway 88 and the paving of the west side of the Tompkins ferry landing. He further advised that Council and Administration were looking into the possibilities of P3 funding (public, private, provincial).

Reeve Neufeld spoke of the new La Crete water treatment plant, which is in the design stage now and is scheduled to commence construction in 2004.

He spoke on the vacancy in Ward 7 and advised that a by-election would be held on November 24, 2003.

Reeve Neufeld reported that census was complete and the Municipal District had increased 9.1% to 9687 residents.

The MD Council would be meeting with K Division to address RCMP staffing in this area with hopes to have the staffing component increased.

Town of High Level

Mayor Mihaly informed the Forum the upgrade of the Water Treatment plant is now running and they will be hosting a grand opening in the spring. The Town of High Level held a Council retreat in Grande Prairie, which was very successful, and the town Council met with the Council of Grande Prairie as well.

Mayor Mihaly stated the upcoming priorities for Council is housing, both available housing and affordable housing. Council would also be focusing on fiscal planning for the next year.

Mayor Mihaly advised that the old hospital had been offered to Fairview College, but no response has yet been received.

He spoke of the wetlands project and in particular the 1600-1700 acres just west and north of High Level.

Town of Rainbow Lake

Mayor Iris Kurash gave an update on the projects being undertaken in Rainbow Lake. She stated that phase 2 of the arena was out for tender. And they expect to have the youth center and nursery school complete by January 15.

Rainbow Lake also has a vacancy on Council and a by-election would be held January 15.

She reported Highway 58 now has 27 kilometers widened, and expects that it is only a matter of time before the highway is extended to Fort Nelson.

Town Council is still looking at community policing and ways to improve this services.

North Peace Tribal Council

No representation at meeting.

Paddle Prairie Metis Settlement

No representation at meeting.

Fort Vermilion School Division No 52

Chairman David Steer reported that the grand re-opening of the school in La Crete took place earlier in the year and that \$6.8 million has been approved for a new school in Buffalo Head Prairie. The Learning Suites are up and running and there are nine learning suites in Fort Vermilion. He noted that these were world class learning suites and the school division has had international interest in them. The Fort Vermilion School Division has been nominated for the Premier's Award for Innovation and Excellence.

Chairman Steer also spoke of the Learning Commission report and the 95 recommendations coming out of the report.

The School Division is part of a pilot project with the Alberta Government to examine the problem of the differences in marks between aboriginal children and non-aboriginal children.

Northern Lights Health Region

Chair Scott Garner reported the new hospital in High Level is 70% completed and will open on schedule. He highlighted that this region was the only region to submit a balanced budget for this year and that the Board would be monitoring the budget to ensure this balance. He spoke about the need for nurse practitioners and advised that one had been hired for Rainbow Lake.

Chair Garner reported the health region has hired Dr. Al Nicholson as the new Medical Director. Dr. Nicholson is also the Medical Officer of Health. Currently they are recruiting for a speech pathologist for this side of the region.

Chair Garner also advised that the Board is recruiting new members as well. They are looking for three new members, with one being an aboriginal from this side of the region. He further stated that the other two positions would hopefully be based on skills that can be brought to the Board table such as legal/legislative skills and financial skills. He also reminded the group that the decision would ultimately be made by the Minister.

High Level & District Chamber of Commerce

Chamber Vice-President Sylvia Kennedy reported projects the Chamber of Commerce was currently working on had been discussed earlier in the meeting.

Rainbow Lake & District Chamber of Commerce

President Boyd Langford reported the Rainbow Lake & District Chamber of Commerce is currently working on the third edition of a local business directory and they have approved the design of the community bulletin board. Next year they may consider sponsoring a Trade Coin similar to the High Level Chamber of Commerce.

Fort Vermilion & Area Board of Trade

Wayne Strach reported the Fort Vermilion & Area Board of Trade is the oldest running Board of Trade in Alberta. He noted that the Board held it's first President's Ball, which was quite successful, and they plan to continue this initiative annually. The Board hosted the Rural Development Initiative Meetings this spring and participated in the Grand Opening of the Fort Vermilion Seniors Club.

Mr. Strach spoke about the Communities in Bloom and stated Fort Vermilion received three blooms this year.

La Crete Chamber of Commerce

No representation at meeting.

8. NEW BUSINESS

City Centre Airport

MLA Gary Freidel reported on the progress being made by the five northern communities in regard to the City Centre Airport. He advised that group had met with officials from the Regional Airport Authority.

Canadian Parks and Wilderness Society

Mayor Mihaly spoke about the information received from the Canadian Parks and Wilderness Society and the Town of High Level's concerns. The Town is concerned a possible moratorium on industry which will create a problem for economic development in this region.

Motion 013/03

Moved by Mayor Mihaly

That all Forum members write a letter to the Alberta Government expressing concerns on the Canadian Parks and Wilderness Society request for an industrial moratorium in the Chinchauga Region.

Carried

Telus

Sylvia Kennedy distributed a form letter of concern and asked that all members sign the letter and fax it into the CRTC who are closely monitoring Telus as they have received numerous complaints. She also offered to fax the letter for them if they don't have access to a fax machine.

9.0 Gary Friedel MLA

MLA Gary Friedel provided updates on Highway 88, and Highway 35.

He spoke on the environmental study – the Water for Life Strategy.

Gary Friedel also spoke of his commitment to the recruitment, retention and training of qualified professionals in northern Alberta and in particular, the northwest corner of the province.

10.0 Next Meeting

The next meeting will be held June 2, 2004.

11.0 Hosting

Motion 014/03 **Moved by David Steer**

That the schedule for hosting and Chairing the Mackenzie Regional Governance Forum for the next three years be as follows:

<i>Spring 2004</i>	<i>Town of Rainbow Lake</i>
<i>Fall 2004</i>	<i>Fort Vermillion School Division</i>
<i>Spring 2005</i>	<i>Children's Service Region 8</i>
<i>Fall 2005</i>	<i>Town of High Level</i>
<i>Spring 2006</i>	<i>Municipal District of Mackenzie</i>
<i>Fall 2006</i>	<i>Northern Lights Health Region</i>
<i>Spring 2007</i>	<i>Town of Rainbow Lake</i>

CARRIED

12. Adjournment

Motion 015/03 **Moved by John W. Driedger**

That the Mackenzie Regional Governance Forum be adjourned. (3:42 p.m.)

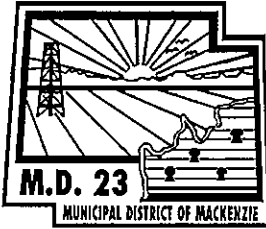
Carried

Helen Braun, Forum Chair
Children's Services Region 8

Barb Spurgeon, Recording Secretary
Municipal District of Mackenzie

Elected Official's Action List

DATE	ACTION	LEAD ACTION	COMPLETION DATE	COMMENTS
Nov. 7/03	CEO/CAO Working Group report.	MD of Mackenzie Harvey Prockiw, CAO	June 2, 2004	
Nov. 7/03 Motion 013/03	That all forum members write a letter to the Alberta Government expressing concerns on the Canadian Parks and Wilderness Society request for an industrial moratorium in the Chinchauga region.	Town of High Level	ASAP	
Nov. 7	A form letter of concern be signed by each of the membership and faxed to CRTC.	High Level Chamber of Commerce	ASAP	



M.D. of Mackenzie No. 23

Request For Decision

Meeting:	Regular Council Meeting
Meeting Date:	June 22, 2004
Originated By:	Barbara Spurgeon, Executive Assistant
Title:	Alberta Centennial per Capita Municipal Grant Program
Agenda Item No:	12.c)

BACKGROUND / PROPOSAL:

To commemorate Alberta's centennial, Alberta Community Development has awarded each municipality with populations exceeding 1000 a per capita grant of \$3.10 per person. Our municipality will receive a grant of \$30,030 to use towards a legacy project.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Suggestions for legacy projects include constructing or upgrading playgrounds, installing park benches, beautification, constructing or upgrading community facilities/equipment, and more. Alberta Community Development has provided a detailed list of ideas, as attached.

Option 1:

This grant could be applied to a number of projects listed in the five-year capital plan, as attached.

Option 2:

Council may wish to select a new project to be funded by the Alberta Centennial Municipal Grant.

Option 3:

That administration advertise the Alberta Centennial Municipal Grant Program and accept proposals from non-profit community organizations. Each group may then present their proposal to Council at a special meeting.

COSTS / SOURCE OF FUNDING:

Alberta Centennial per Capita Municipal Grant Program - \$30,030

Review:

Dept.

C.A.O.

RECOMMENDED ACTION (by originator):

Motion 1:

That administration advertise the Alberta Centennial Municipal Grant Program and accept proposals from non-profit community organizations.

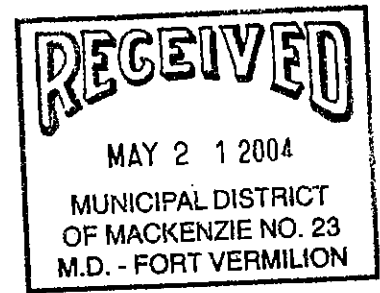
Review:	Dept.	C.A.O.
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ALBERTA

Minister of Community Development
Deputy Government House Leader

MLA, Edmonton Mill Creek



May 14, 2004

Mr. William Neufeld
Reeve, Municipal District of Mackenzie No. 23
PO Box 640
Fort Vermilion AB T0H 1N0

Dear Reeve Neufeld:

As you are aware, Alberta will celebrate its 100th anniversary as a province within Confederation on September 1, 2005. To mark this important occasion, the provincial government is planning an exciting Centennial program. A primary component of this initiative is per capita funding for incorporated municipalities to undertake legacy projects in commemoration of Alberta's centenary.

Therefore, on behalf of Honourable Ralph Klein and the Government of Alberta, I am pleased to officially inform you that upon signing and returning the attached agreements, the Municipal District of Mackenzie No. 23 will receive \$30,030 from the Alberta Centennial Per Capita Municipal Grant Program. This special, one-time-only grant provides a total of \$10 million for incorporated municipalities throughout the province to undertake capital projects that will leave a lasting physical legacy, and that are a priority for you at the local level. This new per capita grant program is separate from the Centennial Legacies Grant Program – Phase 3, which I also announced on April 21, 2004.

Each incorporated municipality's funding is based on the Alberta 2003 *Official Population List*. The amount of the per capita grant is based on the size of each municipality, as follows:

- The smallest incorporated municipalities (with populations ranging from 1 to 999 persons) will each receive a flat base grant of \$3,000. There are 203 incorporated municipalities in the province that fit this category, and they include municipal districts, towns, villages, summer villages, improvement districts, Métis settlements and First Nations.
- All other incorporated municipalities with populations of 1,000 or more, will receive a per capita award of \$3.10 per person. There are 204 such municipalities in the province, and they include cities, specialized municipalities, municipal districts, towns, improvement districts and First Nations.

These per capita funds must be used for projects that commemorate Alberta's Centennial by leaving a capital legacy for current and future Albertans. Each municipality must determine its own priorities for spending its grant. Examples of possible projects include:

- Constructing or upgrading parks, promenades, trails, gardens, waterfalls and fountains, band shells, amphitheatres, ponds, soccer fields, tennis courts, baseball diamonds and other public-use outdoor amenities;

...cont'd

229 Legislature Building, Edmonton, Alberta, Canada T5K 2B6
Telephone 780/427-4928 or 415-4840 Fax 780/427-0188

Mr. William Neufeld

Page 2

- Constructing or renovating publicly-accessible facilities such as swimming pools, arenas, theatres, museums, community centres, and so on;
- Purchasing equipment to support, for example, cultural, recreational, sporting and historical projects that are accessible to the public; or
- Undertaking beautification projects such as purchasing and planting trees, or installing park benches or historic signage, and so on.

Municipalities may choose to partner with and direct all or part of their grant to a registered not-for-profit group(s) to administer on behalf of the municipality; however, the municipality is responsible for ensuring that the funds are expended appropriately. If two or more municipalities wish to partner on a single large project, they may also "pool" these funds to achieve their mutual goals. Additionally, the Alberta Centennial Per Capita Municipal Grant Program funding may be used to help cover the cost of projects that have already been awarded a Centennial Legacies Grant.

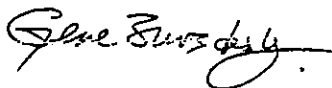
In order to access funding from the Alberta Centennial Per Capita Municipal Grant Program, please sign and return the attached two Grant Program Agreements to the Alberta 2005 Centennial Initiative Office by June 30, 2004. Once the completed Agreements have been received and countersigned, we will return one copy to you for your records, and payment will be made to you as soon as possible. The attached Grant Program Agreements outline the reporting requirements for this grant, which will consist of a brief description and/or report regarding the use of these funds in accordance with the criteria established.

Your incorporated municipality can access these per capita funds prior to determining what specific project or projects you might undertake. Once the project(s) have been determined, you will be required to notify the Centennial Initiative Office of your plans for informational purposes.

Should you require further information on this program, please contact the Alberta 2005 Centennial Initiative Office at (780) 415-2005, toll-free by first dialing 310-0000.

Please accept my best wishes for a successful Centennial project in your municipality. I look forward to joining you, your municipality and all Albertans as we celebrate Alberta's Centennial.

Sincerely,



Gene Zwozdesky
Minister of Community Development
Deputy Government House Leader

attachments

cc: Gary Friedel, MLA, Peace River
Honourable Mike Cardinal, MLA, Athabasca-Wabasca
Honourable Pearl Calahasen, MLA, Lesser Slave Lake

SOME IDEAS FOR USING THE ALBERTA CENTENNIAL PER CAPITA MUNICIPAL GRANT

- Build a park shelter, gazebo, barbecue/fire pit or picnic area for family outings and community events
- Install park benches or picnic tables
- Landscape and construct new pathways in your local park
- Install decorative or historic lighting fixtures in parks and downtown areas
- Plant trees, shrubs and perennial flowers
- Install a decorative fountain, wading pool or other water feature
- Fix up the local cemetery
- Install signage highlighting historic features of the area
- Construct or upgrade a trail that can be used for hiking, bicycling, motorized vehicles, horseback riding, skiers, snowmobiles, etc.
- Construct a new cultural or recreational public facility, such as a swimming pool, arena or museum
- Renovate an existing facility, such as the local community centre, theater or historic site
- Develop and dedicate a new park
- Develop new, or upgrade existing, baseball diamonds, tennis courts, soccer fields, etc.
- Purchase hockey equipment, soccer balls or baseball uniforms
- Purchase potters wheels, looms or theatre costumes
- Improve and/or develop a golf course; build a club house, pro shop or refreshment kiosk
- Purchase new tables and chairs for your community centre
- Upgrade the kitchen facilities and sound system in an existing public building
- Build a playground and buy safety-approved playground equipment
- Build, improve or expand a library; buy books, computers or furniture
- Build a unique highway attraction
- Build, improve or expand an art gallery to display and sell the works of local artists
- Commemorate your local heroes by constructing a cairn in honour of explorers, war veterans, or others
- Construct a historic walking path through town, highlighting features of interest
- Preserve local wetlands, construct a bird sanctuary or develop a wildlife reserve
- Construct, expand or improve an eco-tourism facility that will preserve the landscape and boost the local economy
- Build or renovate an agricultural arena or rodeo grounds
- Renovate the local museum or interpretive centre highlighting the people who contributed to your municipality's development or history
- Purchase musical instruments for your not-for-profit community orchestra
- Build or upgrade a hostel for tourists
- Build or upgrade a facility near a popular ski hill (where allowed)
- Restore a garden containing flora natural to the area, or plants that were pertinent to settlers
- Construct an observatory
- Create a "wall of fame" or install a plaque commemorating key citizens who contributed to your community or the contribution of First Nations peoples to your area
- Restore a historic site, building or grain elevator
- Construct a pioneer village chronicling your region's history
- Purchase computers for adult education courses
- Build or renovate a cultural centre to preserve and interpret aboriginal culture

ALBERTA CENTENNIAL PER CAPITA MUNICIPAL GRANT PROGRAM AGREEMENT

Made as of the 1 day of June, 2004

Between:

HER MAJESTY THE QUEEN in right of Alberta,
as represented by the Minister of Community Development
(the "Minister")

and

Municipal District of Mackenzie No. 23
(the "Municipality")

IN CONSIDERATION of the terms and conditions of this Agreement, the Minister and the Municipality agree to the following regarding the Alberta Centennial Per Capita Municipal Grant Program:

1. The Municipality shall use the Alberta Centennial Per Capita Municipal Grant (the "Grant") including any earned interest entirely and exclusively for a capital project(s) that will leave a positive physical asset as a legacy commemorating Alberta's Centennial in 2005. Any alteration of this purpose must receive prior written approval from the Minister of Alberta Community Development or the Minister's representative for the purpose of administering this Agreement. Any portion of the Grant including any earned interest that is not used for this project shall be repaid by the municipality to the Minister as a debt due and owing to the Minister.
2. Subject to the terms and conditions of this Agreement, the Minister will pay a Grant of \$30,030.00 in the 2004-2005 fiscal year to the Municipality for the purpose outlined in Clause 1 above.
3. The Municipality shall not use the Grant or any earned interest as collateral security to borrow funds.
4. The Municipality shall complete the project(s) on or before December 31, 2005, unless prior written approval is otherwise given by the Minister.
5. The Municipality will provide to the Minister, a brief report on the benefits that resulted from this Grant (due not later than March 31, 2006).
6. Notwithstanding the Generally Accepted Accounting Principles as established by the Canadian Institute of Chartered Accountants in determining whether an expenditure is on account of capital costs or operating expenses, any expenditure by the Municipality will only be considered an eligible capital cost if the expenditure is for an asset that will remain as a legacy of Alberta's Centennial and that is for public use. Additionally, administrative expenses that are directly related to the project will be considered as eligible expenditures under this Grant program.
7. The Municipality shall be solely responsible for obtaining adequate additional funds, and donations of services, materials and equipment, to successfully organize, manage, promote, and oversee the project. The Minister shall not be responsible for any shortfall to complete the project, and without restricting the generality of the foregoing, the Minister shall not be responsible for or provide any loans, loan guarantees, or assume any part of any deficit incurred for or because of this project by the Municipality.

8. The Municipality shall be solely responsible for the expenditure of, and accountability for, the Grant. If the Municipality assigns all or part of the Grant to another organization, the Municipality and the organization will be jointly responsible for the expenditure of and accountability for the Grant; and the Municipality must contractually obligate the organization to the terms and conditions of this Agreement to the same extent as they are applicable to the Municipality, with any necessary modification.
9. The Municipality shall identify publicly, whenever there are written or public announcements, signage or other information, the participation by and the contribution of the Minister.
10. The Municipality agrees to hold harmless the Minister from any and all third party claims, demands, or actions for which the Municipality is legally responsible, including those arising out of negligence or willful acts by the Municipality, or the Municipality's employees or agents. This hold harmless condition shall survive this Agreement.
11. The Minister agrees to hold harmless the Municipality from any and all third party claims, demands, or actions for which Alberta is legally responsible, including those arising out of negligence or willful acts by the Minister, or the Minister's employees or agents. This hold harmless condition shall survive this Agreement.
12. The terms of this Agreement, including the details of the work to be completed under this Agreement, may be subject to disclosure under the *Freedom of Information and Protection of Privacy Act*.
13. The Municipality shall make its financial accounts and records regarding the Grant and the project available for examination or audit by the Minister or the Minister's authorized agents at all reasonable times; shall furnish the Minister or the Minister's authorized agents with any information that may be required in connection with such accounts and records; and shall provide without charge proper facilities for such examination or audit.
14. The Municipality and the Minister have duly signed this Agreement as of the date first above written.

Signed on behalf of the Municipality by:

Harvey Prockiw
Signature

HARVEY PROCKIW, CMA, CAB
Print Name and Title

B. L. Spurgeon
Witness

Barbara L. Spurgeon
Print Name

Signed on behalf of the Minister by:

Signature

Print Name

Witness

Print Name



Please initial box if you wish to give permission for the Minister to advise your local MLA about your project(s).

Return by June 30, 2004 to:

Alberta 2005 Centennial Initiative
Alberta Centennial Per Capita Municipal Grant Program
 Suite 500, 10055-106 Street
 Edmonton AB T5J 2P2

5 YEAR CAPITAL BUDGET

5 Year Capital Budget

Ftn	Dept.	Project Description	Total Project	Other Funding	2004	2005	2006	2007	2008
		Hydrant Flow Recorder	6,000		6,000				
		Water System Upgrade - LC	10,224,748	10,224,748					
		Total	\$ 11,046,248	\$ 10,698,092	\$ 51,000	\$ 252,157	\$ 15,000	\$ 15,000	\$ 15,000
42	Sewer	Sludge Removal and Berm Repair - La Crete	50,000		\$ 50,000				
	Mike	Evaporative Cell - Zama (was 63,500)	65,714	47,850	17,864				
		Lagoon Valve Repair - FV	25,000		25,000				
		Total	\$ 140,714	\$ 47,850	\$ 92,864	\$ -	\$ -	\$ -	\$ -
43	Waste	6 Cubic Yard Bins	30,000		30,000				
	Mike	Metal Recycling	21,000		21,000				
		Total	\$ 51,000	\$ -	\$ 51,000	\$ -	\$ -	\$ -	\$ -
63	Agric		-		-				
	Grant	Drainage Reserve	1,150,000		150,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000
		Total	\$ 1,150,000	\$ -	\$ 150,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000
		Grand Total	\$19,277,112	\$10,745,942	\$ 1,877,214	\$ 1,952,457	\$ 1,600,000	\$ 1,589,500	\$ 1,630,000
		SURPLUS/DEFICIT-CAPITAL PROJECT FUNDING			4,954,862	5,202,605	5,462,735	5,735,872	6,022,666
		BALANCE			\$ 3,077,648	\$ 3,250,148	\$ 3,862,735	\$ 4,146,372	\$ 4,392,666

5 YEAR CAPITAL BUDGET

5 Year Capital Budget

Ftn	Dept.	Project Description	Total Project	Other Funding	2004	2005	2006	2007	2008
32	Trans	GIS hardware/Software (was 30,000)	\$ 120,000	\$ -	\$ -	30,000	30,000	30,000	30,000
	Mike	Gravel Exploration (was 50,000)	200,000	-		50,000	50,000	50,000	50,000
		Fort Vermilion Walking Trails	40,000	-	20,000	20,000			
		La Crete Walking Trails	40,000	-	20,000	20,000			
		Zama Walking Trails	40,000	-	20,000	20,000			
		Equipment Shelter - Fort Vermilion	25,000	-	25,000				
		Street Lighting (all hamlets)	150,000	-	30,000	30,000	30,000	30,000	30,000
		Salt Shed - Zama	20,000		20,000				
		Upgrades to AT Shop	40,000		40,000				
		Parks & Recreation Reserve	125,000	-	25,000	25,000	25,000	25,000	25,000
		Gravel Reclamation Liability	30,000		30,000	30,000	30,000	30,000	30,000
		Annual Roads Reserve	2,500,000	-	500,000	500,000	500,000	500,000	500,000
		Annual Vehicle & Equip Reserves	2,425,000	-	485,000	485,000	485,000	485,000	485,000
		Total	\$ 5,755,000	\$ -	\$ 1,215,000	\$ 1,210,000	\$ 1,150,000	\$ 1,150,000	\$ 1,150,000
33	Air		\$ -						
	Mike		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
41	Water	Cryptosporidium - Fort Vermilion (was in 2004)	200,000	120,482		79,518			
	Mike	Cryptosporidium - Zama (was in 2004)	150,000	90,361		59,639			
		Cathodic Protection Program	75,000		15,000	15,000	15,000	15,000	15,000
		Water Mains Maintenance- FV	30,000	-	30,000				
		Automation - Fort Vermilion	118,965	86,625		32,340			
		Automation of Water and Waterwaste Systems in Zama	241,535	175,875		65,660			

5 YEAR CAPITAL BUDGET

5 Year Capital Budget

Fin	Dept.	Project Description	Total Project	Other Funding	2004	2005	2006	2007	2008
12	Admin	PC's, Peripherals & Equip.	\$ 92,500	\$ -	\$ 20,500	\$ 18,000	\$ 18,000	\$ 18,000	18,000
	Bill	Portable PC	37,500	-	7,500				30,000
		NT Server	45,000	-	15,000		15,000		15,000
		Furniture & Equipment (was 2,000)	12,050	-	4,050	2,000	2,000	2,000	2,000
		Mustus Lake Centre-Sidewalk (was in 2004)	16,300	-		16,300			
		Records Mngmnt. System (was in 2004)	50,000	-		50,000			
		FV MD Office-Parking Lot Paving (was 65,000)	62,000		62,000				
		Total	\$ 315,350	\$ -	\$ 109,050	\$ 86,300	\$ 35,000	\$ 20,000	\$ 65,000
23	Fire	Training Lot Development - Zama	new \$ 10,000.00	\$ -	\$ 10,000				
		Mezzanine- Fort Vermillion Fire Hall	new \$ 10,000.00		10,000				
	Paul	Annual Reserve Addition	750,000	-	150,000	150,000	150,000	150,000	150,000
		Total	\$ 770,000	\$ -	\$ 170,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000
25	Amb.	Evacuation Sidewalk	\$ 7,500.00	\$ -	\$ 7,500				
		Ambulance Facility Renovations - FV	new 10,000		10,000				
	Paul	Concrete Pad Replacement - LC Ambulance	7,000		7,000				
		Total	\$ 24,500	\$ -	\$ 24,500	\$ -	\$ -	\$ -	\$ -
26	Enf	Radar Unit	\$ 8,500			\$ 4,000		\$ 4,500	
		New Enf. Officers Office - Renovations	new \$ 2,800		2,800				
		Enforcement Services Office Equipment	new \$ 5,000		3,000				
	Paul	Quad Replacement	new \$ 8,000	-	8,000				
		Total	\$ 24,300	\$ -	\$ 13,800	\$ 4,000	\$ -	\$ 4,500	\$ -

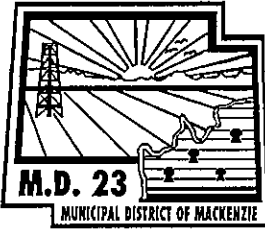
5 YEAR CAPITAL BUDGET

5 Year Capital Budget

Ftn	Dept.	Project Description	Total Project	Other Funding	2004	2005	2006	2007	2008
		Hydrant Flow Recorder	6,000		6,000				
		Water System Upgrade - LC	10,224,748	10,224,748					
		Total	<u>\$ 11,046,248</u>	<u>\$ 10,698,092</u>	<u>\$ 51,000</u>	<u>\$ 252,157</u>	<u>\$ 15,000</u>	<u>\$ 15,000</u>	<u>\$ 15,000</u>
42	Sewer	Sludge Removal and Berm Repair - La Crete	50,000		\$ 50,000				
	Mike	Evaporative Cell - Zama (was 63,500)	65,714	47,850	17,864				
		Lagoon Valve Repair - FV	25,000		25,000				
		Total	<u>\$ 140,714</u>	<u>\$ 47,850</u>	<u>\$ 92,864</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
43	Waste	6 Cubic Yard Bins	30,000		30,000				
	Mike	Metal Recycling	21,000		21,000				
		Total	<u>\$ 51,000</u>	<u>\$ -</u>	<u>\$ 51,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
63	Agric		-		-				
	Grant	Drainage Reserve	1,150,000		150,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000
		Total	<u>\$ 1,150,000</u>	<u>\$ -</u>	<u>\$ 150,000</u>	<u>\$ 250,000</u>	<u>\$ 250,000</u>	<u>\$ 250,000</u>	<u>\$ 250,000</u>
		Grand Total	<u>\$19,277,112</u>	<u>\$10,745,942</u>	<u>\$ 1,877,214</u>	<u>\$ 1,952,457</u>	<u>\$ 1,600,000</u>	<u>\$ 1,589,500</u>	<u>\$ 1,630,000</u>
		SURPLUS/DEFICIT-CAPITAL PROJECT FUNDING			4,954,862	5,202,605	5,462,735	5,735,872	6,022,666
		BALANCE			<u>\$ 3,077,648</u>	<u>\$ 3,250,148</u>	<u>\$ 3,862,735</u>	<u>\$ 4,146,372</u>	<u>\$ 4,392,666</u>

Parks & Playgrounds Reserve

Project Description	Total Project	Other Funding	2004 Budget				
			2004	2005	2006	2007	2008
Zama Playground	540,000	-	54,000				
La Crete Hill Park	8,738		8,738				
La Crete Skate Board Park	21,200		21,200				
	<u>\$ 29,938</u>	<u>\$ -</u>	<u>\$ 83,938</u>	<u>\$ -</u>			
Opening Balance Reserve			85,484	26,546	51,546	76,546	101,546
Annual Contribution to Reserve			25,000	25,000	25,000	25,000	25,000
Less: Annual Expenditures			83,938	-			
Closing Balance Reserves			<u>\$ 26,546</u>	<u>\$ 51,546</u>	<u>\$ 76,546</u>	<u>\$ 101,546</u>	<u>\$ 126,546</u>



M.D. of Mackenzie No. 23

Request For Decision

Meeting:	Regular Council Meeting
Meeting Date:	June 22, 2004
Originated By:	Barb Spurgeon, Executive Assistant
Title:	"Confronting Water Scarcity" Conference
Agenda Item No:	12. d)

BACKGROUND / PROPOSAL:

The Confronting Water Scarcity Planning Committee is hosting a conference in southern Alberta July 13-16 2004 in Lethbridge.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The main topics of discussion are:

Water management: Who Uses What and How?

Aquatic Health: What is the state of your watershed?

Governance: Are Your Policies Ready for the future?

COSTS / SOURCE OF FUNDING:

Registration \$425.00

Travel, Accommodations and Honorariums

RECOMMENDED ACTION (by originator):

Option 1

That Councillor _____ be authorized to attend the "Confronting Water Scarcity" Conference in Lethbridge July 13 – 16, 2004.

Option 2

That correspondence on the "Confronting Water Scarcity" Conference be received for information.

Review:

Dept.

C.A.O.

JULY 13 TO 16, 2004



CONFRONTING WATER SCARCITY
CHALLENGES & CHOICES

May 14, 2004

On behalf of the organizing committee, I would like to invite you to attend an exciting conference in southern Alberta called *Confronting Water Scarcity: Challenges and Choices* that is taking place July 13-16, 2004 in Lethbridge, Alberta.

The conference will promote a deliberate and proactive approach to water literacy, with diverse presentations designed to raise awareness about critical water management issues and the solutions that need to be explored and implemented in semi-arid regions.

We are pleased to have knowledgeable speakers from around the world and most notably, Sandra Postel, Peter Block, Thomas Homer-Dixon, Henry Vaux Jr. and Peter Lougheed as our Plenary Speakers.

Concurrent sessions will include scientific, practical and hands-on information on the following themes:

- Water Management: Who Uses What and How?
- Aquatic Health: What is the State of Your Watershed?
- Governance: Are Your Policies Ready for the Future?

The concurrent sessions will explore issues related to climate change, best management practices, and the status of research and knowledge. Case studies will expand the focus of the presentations and offer detailed accounts of how diverse interests can be brought to bear in developing long-term, cooperative and workable solutions.

More information on the conference and related family activities can be found on our web page (www.confronting-water-scarcity.ca) and in the enclosed brochure. I encourage you to register early to take advantage of the early bird rates.

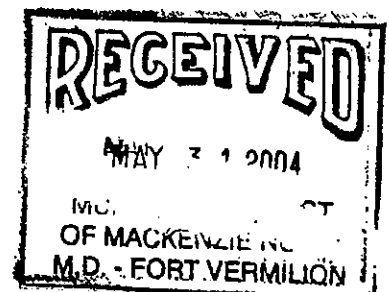
I look forward to seeing you in July.

Sincerely

Rod Bennett

Co-Chairs, Confronting Water Scarcity Planning Committee

Roger Hohm



Bill Neufeld

Honorary Lifetime Members

**Sandra Postel, Peter Block,
Thomas Homer-Dixon,
Henry Vaux, Jr. & Peter Lougheed**



Confronting Water Scarcity: Challenges & Choices

JULY 13 TO 16, 2009

The Conference will be held at the Crow's Nest Inn, a historic building in Waterton Lakes National Park. The conference will feature a variety of speakers, including the Honorary Lifetime Members listed above. The conference will be held in a beautiful setting with views of the mountains and lakes. The conference will be held in a historic building with a rich history. The conference will be held in a beautiful setting with views of the mountains and lakes. The conference will be held in a historic building with a rich history.

CONFERENCE SESSIONS

PLENARY SESSIONS

- Water as a Finite and Limited Resource: Issues, Challenges and Opportunities
- It's About People: How Do We Respond to the Challenges?

CONCURRENT SESSIONS

Water Management, Who Uses What and How?

- Water and Food Production
- Irrigation, Increased Efficiency and Productivity: Getting More Out of Each Drop
- Emerging Technologies
- Climate Change
- Emerging Issues

Aquatic Health, What Is The State of Your Watershed?

- The Land and Water Connection
- State of the Basin
- Climate Change
- Nutrient Management and Agriculture
- Cities and Rivers

Governance, Are Your Policies Ready For The Future?

- Involving the Public and Stakeholders
- Economics in Policy Development
- From Conflict to Resolution
- Water and Poverty
- Water Use Challenges in North America

Case Studies

- Water Sharing in Times of Shortage: An Alberta Experience
- Growing Crops and Ducks: Drought-Proofing a Prairie Landscape
- Water Sharing in Northeast Africa: Lessons Learned in Egypt
- The Review of the Meridian Dam: A Common-Sense Approach
- The Roanoke Rapids Project: Building Alliances for Integrated Operations and Sustainability
- Alberta's Approach to Defining In-stream Needs



PROFESSIONAL TOUR INFORMATION

WEDNESDAY AFTERNOON, JULY 14TH

Wastewater Matters

Visit a variety of water treatment and land application sites that focus on leading-edge technology that minimizes the impacts of nutrient loading on fresh water sources.

Rivers and People

Look at how water management affects the natural environment, drinking and storm water infrastructure, and recreation within an urban centre.

Watershed Challenges and Solutions

Learn first hand about the development pressures on the eastern slopes of the Rocky Mountains and view management practices that attempt to sustain this fragile ecosystem.

Agricultural Water Management

See intensive livestock feeding operations and the implementation of collaborative partnerships designed to help protect surface and ground water resources.

Water Supply and Conveyance

Visit an extensive array of water management facilities and conveyance networks that form the lifeblood of development in southern Alberta.

SPOUSE & FAMILY TOUR INFORMATION

HALF DAY TOURS

Cottonwoods, Condors & Cowboys

Explore some of the nature and history of southern Alberta at these three great facilities – Alberta Birds of Prey Centre, Helen Schuler Coulee Centre and Fort Whoop-up.

Masterpieces, Museums & Meditation

Spend a relaxing day soaking in the cultural sites of Lethbridge. Tour includes Sir Alexander Galt Museum, Southern Alberta Art Gallery and the Nikka Yuko Japanese Garden.

FULL DAY TOURS

Dinos & Hoodoos: Stories in Stone

Enjoy a trip back into the past and find out more about dinosaurs and the local aboriginal people and culture. Tour includes Devil's Coulee and Writing-on-Stone Provincial Park.

Watch Out Below

Learn about how the Blackfoot Aboriginals used to hunt buffalo at a world renowned interpretive center and visit the site of Frank Slide in the Crow's Nest pass to find out more about the history of the Crow's Nest Pass area. Tour includes Head-Smashed-In Buffalo Jump and the Frank Slide Interpretive Centre.

Giddy-Up in the Mountains

Go on a hike, visit the shops and view the breathtaking scenery at Waterton Lakes National Park and go back in history at the Remington Carriage Museum.

REGISTRATION FORM

Please print clearly and keep a photocopy of this form for your records. Registrations are only considered complete and confirmed when payment is received. Mail or fax the completed form with payment instructions to:

Conference and Event Services

University of Lethbridge
4401 University Drive, Lethbridge
Alberta, Canada T1K 3M4

Phone: 403.329.2244

Fax: 403.329.5166

Email: info@confronting-water-scarcity.ca

Does this registration form part of a group registration?

Yes No

GROUP NAME (IF APPLICABLE)

Mr. Mrs. Ms. Miss Dr. Prof.

FAMILY NAME

GIVEN NAME

AFFILIATED ORGANIZATION (IF APPLICABLE)

WORKING TITLE (IF APPLICABLE)

STREET ADDRESS

CITY

PROVINCE / STATE

COUNTRY

POSTAL / ZIP CODE

TELEPHONE

FAX

E-MAIL

PREFERRED NAME ON NAME BADGE

SPECIAL MEAL REQUIREMENTS OR FOOD ALLERGIES (PLEASE LIST)

ACCOMPANYING PERSON

Mr. Mrs. Ms. Miss Dr. Prof.

FAMILY NAME

GIVEN NAME

Do you require a complimentary University of Lethbridge parking pass?

Yes No

CONFERENCE REGISTRATION

On / Before May 31, 2004

After May 31, 2004

	Cost	Cost	Cost		
Full Conference Registration	\$ 350		\$	\$ 425	\$
Wednesday (July 14 only) Registration	\$ 150		\$	\$ 150	\$
Thursday (July 15 only) Registration	\$ 150		\$	\$ 150	\$
Friday (July 16 – Half-Day only) Registration	\$ 100		\$	\$ 100	\$
Student Registration – Full Conference	\$ 175		\$	\$ 225	\$
Student Registration – Wednesday only	\$ 75		\$	\$ 75	\$
Student Registration – Thursday only	\$ 75		\$	\$ 75	\$
Student Registration – Friday Half-Day only	\$ 50		\$	\$ 50	\$
Sub-Total for Registrations:			\$		\$

Optional or Additional Event Tickets	1st Choice <input type="radio"/> A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> D <input type="radio"/> E <input type="radio"/>				
	2nd Choice <input type="radio"/> A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> D <input type="radio"/> E <input type="radio"/>				
	Cost	Number Attending	Indicate Tour No.	Total Cost	
Wednesday Afternoon (July 14) Field Tour	\$ 35 each			\$	
Spouse & Family Program – Half-Day Tour	\$ 30 per person			\$	
Spouse & Family Program – Full-Day Tour	\$ 60 per person			\$	
Wednesday (July 14) Western Bar-B-Q	\$ 35 each		(not applicable)	\$	
Thursday (July 15) Banquet	\$ 40 each		(not applicable)	\$	
Sub-Total for Additional Event Tickets:				\$	
TOTAL FOR REGISTRATION & OPTIONAL EVENTS:				\$	
7% GST:				\$	
TOTAL PAYABLE: (in Canadian dollars)				\$	

VISA or M/C # _____ Expiry Date _____ Signature _____

Purchase Order No. (if applicable) _____ GST Exemption No. _____

Comments:

WEDNESDAY AFTERNOON FIELD TOURS

(Included in Full Conference Registration)

Tour "A": Wastewater Matters

Tour "B": Rivers and People

Tour "C": Watershed Challenges and Solutions

Tour "D": Agricultural Water Management

Tour "E": Water Supply and Conveyance

SPOUSE & FAMILY PROGRAMS

(Half-Day and Full-Day Tours)

Guided Half-Day Tours @ \$30.00 each

Tour 1: Cottonwoods, Condors & Cowboys – July 14

Tour 2: Masterpieces, Museums & Meditation – July 15

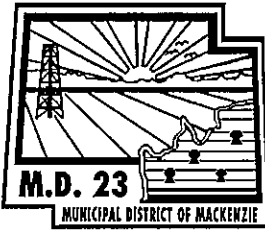
Guided Full-Day Tours @ \$60.00 each:

Tour 3: Dinos & Hoodoos – Stories in Stone – July 14

Tour 4: Watch Out Below – July 15

Tour 5: Giddy-Up in the Mountains – July 15

For more information on tours or to register online:
www.confronting-water-scarcity.ca



M.D. of Mackenzie No. 23

Request For Decision

Meeting:	Regular Council Meeting
Meeting Date:	June 22, 2004
Originated By:	Bill Landiuk, Director of Corporate Services
Title:	Tenth Anniversary Commemorative Pin
Agenda Item No:	12. e)

BACKGROUND / PROPOSAL:

At the meeting of March 9, 2004 Council passed the following motion to request submissions for a design for the Municipal District of Mackenzie No. 23's tenth anniversary pin for 2005:

MOTION 04-159 **MOVED** by Councillor Wieler

That Council approves advertising for submissions by residents of the MD for a new logo and pin design to commemorate the Municipal District of Mackenzie's tenth anniversary only.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Twenty three (23) well thought out submissions were received. A survey was taken of all MD Staff, with the top three chosen designs attached for Council consideration.

(All submissions will be available for viewing at the Council meeting.)

COSTS / SOURCE OF FUNDING:

Prize money from Promotional budget.

RECOMMENDED ACTION (by originator):

That a \$500 award be presented to the Municipal District of Mackenzie No. 23 tenth anniversary pin to submission number 21.

Review:

Dept.

C.A.O.



Municipal District of Mackenzie No. 23
P.O. Box 640
Fort Vermilion, AB T0H 2H0

May 7, 2004

To whom it may concern:

I am writing to submit my sketch for the Commemorative Pin contest. My sketch displays the four aspects outlined in your requirements.

Agriculture: Wheat stalks and field at left of road.

Forestry: Trees in background.

Industry: Power poles, cables & road.

Recreation: Lake & canoe, hills & scenery.





M.D. of Mackenzie No. 23

Request For Decision

Meeting:	Regular Council
Meeting Date:	June 22, 2004
Originated By:	Paul Driedger, Director Planning, Emergency and Enforcement Services
Title:	Policy EMR004 – Level of Fire Service Zama Fire and Rescue
Agenda Item No:	11c)

BACKGROUND / PROPOSAL:

As Council is aware, when Policy EMR004 was adopted Zama Fire & Rescue was approved at level 6 with a condition they must meet the requirements of Level 6, H-1 within 1 year (June 2004). The Fire Services Task Force met Zama Fire & Rescue on Wednesday June 16, 2004 to discuss how the training and membership is going.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Zama Fire & Rescue has attempted to meet the requirements for Level 6 during the past year. Level 6 training is almost completed but the minimum number of members has not been met. There are currently 4 active members on the Zama Fire & Rescue which does not meet the minimum number of 15 members for Level 6. The department has continually tried to increase their number of members and occasionally have had a few people come and go, but due to lack of community support have not been able to meet the requirement which is a concern for member safety and municipal liability.


Following the discussion, a recommendation was agreed upon between the Zama Fire & Rescue members and the Task Force. It was recommended that Zama Fire & Rescue go from a Level 6 with H-1 training to a Level 2 with Level 4 and H-1 training to meet the requirements of Level of Fire Service Policy. The fire service members also requested the municipality provide fire safety education to the community.

The designation currently in the municipal policy needs to be amended to reflect the recommendation mutually agreed upon.

The amendments included:

Existing Policy

The "Level of Fire Service" within the M.D. for each individual department is approved as follows:

Review:		Dept. <i>Emergency Services</i>	C.A.O.
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	<u>Current Level</u>	<u>Desired Level</u>
a. Fort Vermilion Fire & Rescue	6, A	6, A, H-1
b. La Crete Fire & Rescue	6, A, H-1	6, A, B, H-1, H-2 (NH ₃)
c. Zama Fire & Rescue	6**	6, H-1
d. High Level Fire Department	6 (Contract)	
e. Rainbow Lake Fire Department	6 (Contract)	
a. Tompkins***	2	Level 4 & H-1 training
b. Rocky Lane		Fire Services Agreement
c. Beaver Ranch		Fire Services Agreement

Reference to Schedule "B"

**Zama Fire & Rescue was given 1 year to obtain the required Level 6 training.

***Tompkins is part of La Crete Fire & Rescue and all aspects of the training to Level 4 & H-1 training be through the La Crete Fire & Rescue.

Proposed Policy

The "Level of Fire Service" within the M.D. for each individual department be approved as follows:

	<u>Current Level</u>	<u>Desired Level</u>
d. Fort Vermilion Fire & Rescue	6, A	6, A, H-1
e. La Crete Fire & Rescue	6, A, H-1	6, A, B, H-1, H-2(NH ₃)
f. Zama Fire & Rescue	2	Level 4 and H-1 Training
g. High Level Fire Department	6 (Contract)	
h. Rainbow Lake Fire Department	6 (Contract)	
i. Tompkins*	2	Level 4 & H-1 training
j. Rocky Lane		Fire Services Agreement
k. Beaver Ranch		Fire Services Agreement

Reference to Schedule "B"

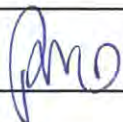
*Tompkins is part of La Crete Fire & Rescue and all aspects of the training to Level 4 & H-1 training be through the La Crete Fire & Rescue.

COSTS / SOURCE OF FUNDING:

N/A

RECOMMENDED ACTION (by originator):

That Policy EMR004 be adopted as presented.

Review: 	Dept. <i>Emergency Services</i>	C.A.O.
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Municipal District of Mackenzie No. 23

Title	LEVEL OF FIRE SERVICE	Policy No.	EMR004
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Purpose

To establish the minimum level of service for individual fire services provided in the municipality and to establish the process for approving the establishment or increase of fire services.

Policy Statement and Guidelines

The Municipality shall determine the level of fire services to be provided to its residents. The level of service shall be reviewed during the budget process.

Such a review may result in an amendment to this policy.

1. Fire Protection Response areas are identified on Schedule "A". (Attached Map)
2. Different levels of service are listed on Schedule "B" (Attached), which may be amended from time to time considering all contributing factors.
3. Fire Service Apparatus owned and approved for operations by the M.D., are listed on Schedule "C".(Attached)
4. Fire terms glossary on Schedule "D". (Attached)
5. To establish, enhance or change a Fire Service requested by Council, the public or by the existing Fire Service, the following process must be completed.

Step One

Application: Provide Council with the following items in the application.

- Type of fire service requested
- Distance from existing fire services
- Population of the area
- Number of committed volunteer fire fighters
- Level of community commitment
- Call volume
- Cost of equipment, apparatus, training etc.
- Capital and annual operating costs
- Letter of commitment from existing responding Fire Service
- Other relevant information

Step Two

Council is to consider the criteria and determine:

- is it feasible to establish a new fire service and to what level, or
- is it feasible to upgrade the existing fire service and to what level.

Title	LEVEL OF FIRE SERVICE Con't	Policy No.	EMR004																											
<p><u>Step Three</u> Council may amend the Level of Service policy during the budget process or from time to time; identifying:</p> <ul style="list-style-type: none"> • the newly established fire service, or • the increase in level of service of the existing fire service. <p><u>Step Four</u> Establish the appropriate SOP for the increased level of service.</p>																														
<p>The "Level of Fire Service" within the M.D. for each individual department is approved as follows:</p> <table border="0" data-bbox="224 722 1390 1083"> <thead> <tr> <th></th> <th style="text-align: center;"><u>Current Level</u></th> <th style="text-align: center;"><u>Desired Level</u></th> </tr> </thead> <tbody> <tr> <td>a. Fort Vermilion Fire & Rescue</td> <td style="text-align: center;">6, A</td> <td style="text-align: center;">6, A, H-1</td> </tr> <tr> <td>b. La Crete Fire & Rescue</td> <td style="text-align: center;">6, A, H-1</td> <td style="text-align: center;">6, A, B, H-1, H-2(NH₃)</td> </tr> <tr> <td>c. Zama Fire & Rescue</td> <td style="text-align: center;">2</td> <td style="text-align: center;">Level 4 and H-1 Training</td> </tr> <tr> <td>d. High Level Fire Department</td> <td style="text-align: center;">6 (Contract)</td> <td></td> </tr> <tr> <td>e. Rainbow Lake Fire Department</td> <td style="text-align: center;">6 (Contract)</td> <td></td> </tr> <tr> <td>f. Tompkins*</td> <td style="text-align: center;">2</td> <td style="text-align: center;">Level 4 & H-1 training</td> </tr> <tr> <td>g. Rocky Lane</td> <td></td> <td style="text-align: center;">Fire Services Agreement</td> </tr> <tr> <td>h. Beaver Ranch</td> <td></td> <td style="text-align: center;">Fire Services Agreement</td> </tr> </tbody> </table> <p>Reference to Schedule "B"</p> <p>*Tompkins is part of La Crete Fire & Rescue and all aspects of the training to a Level 4 & H-1 training be through the La Crete Fire & Rescue.</p>					<u>Current Level</u>	<u>Desired Level</u>	a. Fort Vermilion Fire & Rescue	6, A	6, A, H-1	b. La Crete Fire & Rescue	6, A, H-1	6, A, B, H-1, H-2(NH ₃)	c. Zama Fire & Rescue	2	Level 4 and H-1 Training	d. High Level Fire Department	6 (Contract)		e. Rainbow Lake Fire Department	6 (Contract)		f. Tompkins*	2	Level 4 & H-1 training	g. Rocky Lane		Fire Services Agreement	h. Beaver Ranch		Fire Services Agreement
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h. Beaver Ranch		Fire Services Agreement																												

	Date	Resolution Number
Approved	June 24, 2003	03-419
Amended	April 20, 2004	04-290
Amended		



M.D. of Mackenzie No. 23

Request For Decision

Meeting:	Regular Council
Meeting Date:	June 22, 2004
Presented By:	Paul Driedger, Director Planning, Enforcement & Emergency Services
Title:	Bylaw 459/04 Road Closure Isaac Dyck Residential Subdivision
Agenda Item No:	11. (de)

BACKGROUND / PROPOSAL:

Isaac Dyck is developing a subdivision this year that is slightly different from the previously proposed plan, requiring a closure of a portion of road.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:




The original proposed road had a curve in it where now it is proceeding straight to a "T" intersection. This requires closure of a portion of Road Plan 992 8093 on proposed Lot 4, Block 4 of the new plan.

COSTS / SOURCE OF FUNDING:

N/A

RECOMMENDED ACTION:

That first reading be given to Bylaw 459/04 being a road closure bylaw.

Author: 	Reviewed: 	C.A.O.: 
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BYLAW NO. 459/04

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

**A BYLAW OF THE MUNICIPAL DISTRICT OF MACKENZIE No. 23, IN THE
PROVINCE OF ALBERTA FOR THE PURPOSE OF CLOSING A PORTION OF
ROAD PLAN 992 8093**

WHEREAS, Council of the Municipal District of Mackenzie No. 23 has determined that the road allowance as outlined on Schedule A attached hereto, be subject to a road closure, and

WHEREAS, notice of intention of the Council to pass a bylaw has been published in a locally circulated newspaper in accordance with the Municipal Government Act, and

NOW THEREFORE, be it resolved that the Council of the Municipal District of Mackenzie No. 23 does hereby close and sell the road allowance described as follows, subject to the rights of access granted by other legislation or regulations:

PLAN 992 8093

Closed road within limits Plan 042 _____.

Excepting thereout all mines and minerals.

First reading given on the _____ day of _____, 2004.

Bill Neufeld, Reeve

Barbara Spurgeon, Executive Assistant

Approved this _____ day of _____, 2004.

Minister of Alberta Infrastructure

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

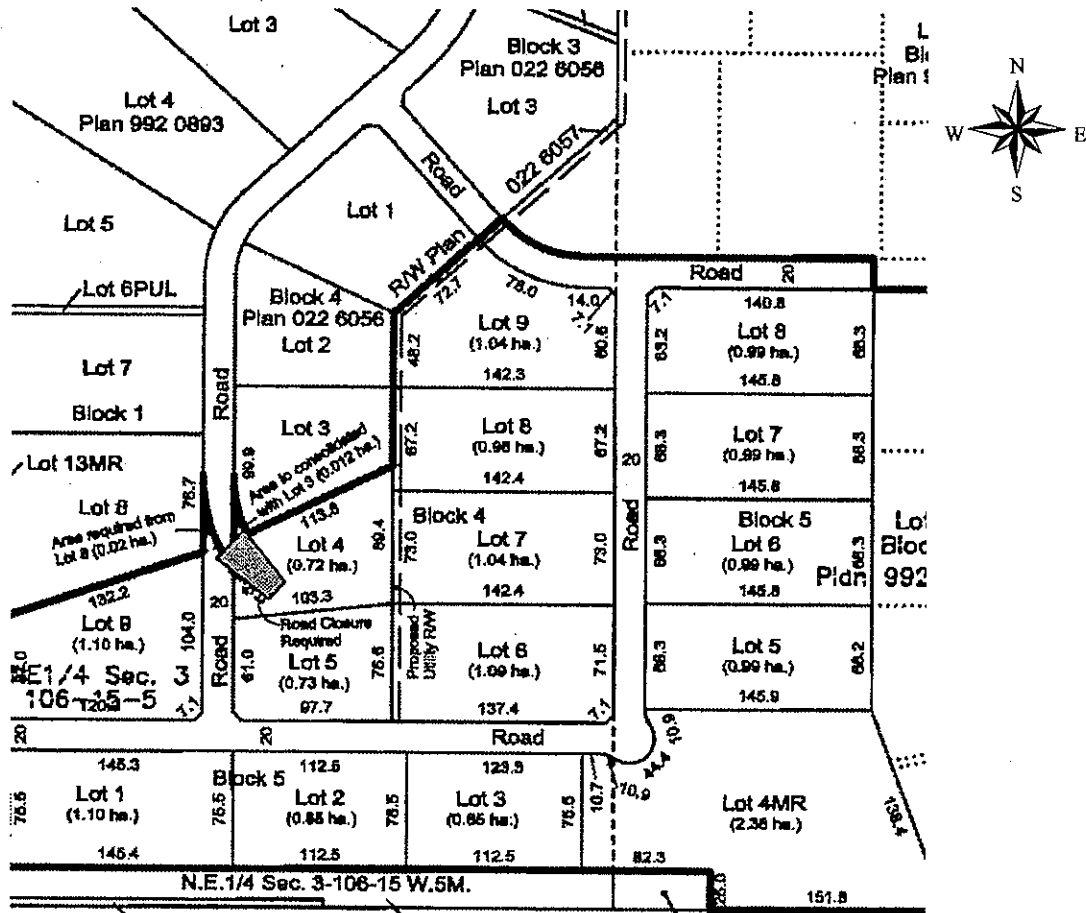
Barbara Spurgeon, Executive Assistant

SCHEDULE "A"

BYLAW No. 459/04

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

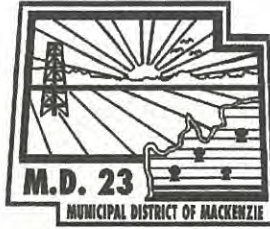
All that portion of road plan 992 8093 within limits of Plan 042 _____, be closed subject to road closure proceedings being approved.



Bill Neufeld, Reeve

Barbara Spurgeon, Executive Assistant

EFFECTIVE THIS _____ DAY OF _____, 2004.



M.D. of Mackenzie No. 23

Request For Decision

Meeting:	Regular Council
Meeting Date:	June 22, 2004
Presented By:	Paul Driedger Director of Planning, Enforcement & Emergency Services
Title:	Policy DEV001 Storm Sewer Collection Systems
Agenda Item No:	110

BACKGROUND / PROPOSAL:


There has been some misunderstanding regarding who pays for storm sewers in new subdivisions. Policy DEV001 Urban Development Standards, amended on January 13, 2004, specifies that the MD pay for storm sewers.

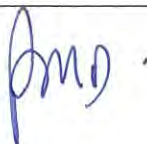
DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Developers have interpreted Policy DEV001 to mean that the MD pays for all storm sewers. Policy DEV001 needs to be amended to clarify who is responsible to pay for the internal subdivision storm sewer facilities. The attached policy has been amended to identify that the MD be responsible to pay for all storm sewer trunk lines while the developer is responsible to pay for all internal storm sewer collection systems within the subdivision.

A second amendment to Policy DEV001 is the requirement for local improvement plans. It is a lot of work to draft local improvement plans – lot areas must be calculated and costs for the local improvement must be estimated to calculate the amount of frontage on each property. A local improvement bylaw must be drafted, advertised and passed by Council. All property owners in the affected area must be notified in writing to provide them with an opportunity to petition the bylaw.

Over the last few years, most of the developers have paid the frontage prior to selling the lots. This means that all the administrative efforts have been done for nothing. The attached policy has been amended to make the developers responsible to notify the MD by October 31 annually of any subdivisions that will require local improvement plans in the following year.

Author: 

Reviewed: 

C.A.O.:

COSTS / SOURCE OF FUNDING:

As per policy

RECOMMENDED ACTION:

That Policy DEV001 Urban Development Standards be adopted as amended and attached.

Author:

Reviewed:

C.A.O.:

Municipal District of Mackenzie No. 23

Title	Urban Development Standards	Policy No:	DEV001
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Legislation Reference	Municipal Government Act, Section 5
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Purpose

Establish urban development standards to ensure consistent development is maintained within the hamlets of the M.D. of Mackenzie.

Policy Statement

The M.D. of Mackenzie and developers have a shared responsibility for defining and addressing the existing and future needs of the community by creating development policies consistent with community objectives. These policies should be applied equitably and fairly to all within that community. All beneficiaries of development should participate in the cost of providing and installing infrastructure in the community on an equitable basis that relates to the degree of benefit. Municipal funded projects tend to encourage development while maintaining affordable lot prices.

Guidelines

- 1 M.D. of Mackenzie will:
 - a) adopt development standard requirements for individual urban zoning as indicated in this policy.
 - b) determine who is responsible for installation of the infrastructure as indicated in this policy.
 - c) determine who is responsible for the cost of installing the infrastructure as indicated in this policy.
 - d) pay for the difference in costs when requiring the Developer to oversize the water or sewer mains.
 - e) pay for the difference in costs when requiring the Developer to construct main arterial roads (proportionate to a standard road).
 - f) at the request of the developer, pay for selected improvements via a 100% local improvement levied against the property owner over a 10 year period.
 - g) pay for the storm sewer trunk main.
- 2 The developer will be responsible for all costs except where otherwise indicated in this policy.

Funding

- 1 Costs under \$100,000 accumulated throughout the year will be funded out of the General Capital Reserve, provided there is adequate funds in the reserve.
- 3 Costs exceeding \$100,000 accumulated throughout the year will be funded through debentures at year-end and amortized over a 10 year period, provided that the M.D. has the ability to borrow these funds pursuant to the MGA.

4 Costs of all storm sewer collection facilities within subdivisions.

5 Developers shall notify the Municipal District of Mackenzie by October 31 annually of any subdivisions that will require local improvement plans in the following year.

~~4 This policy is for new subdivisions only and will not be retroactive to any previous subdivisions.~~

Urban Development Standards

The following chart indicates the minimum standards on new development.

ZONING	Curb & Gutter	Side walk	Under Ground Power	St. Lights (under ground pwr)	St. Lights (OH pwr)	Paved Roads	Gravel Road	Storm Sewer Internal	Storm Sewer Trunk Main
MHP					√		√	√	MD
MHS	√*	√*		√		√		√	MD
HCR					√		√	√	MD
All other Residential	√*	√*	√	√		√		√	MD
Commercial	√*	√*	√	√		√		√	MD
Industrial					√	√			MD

Definitions

(√) – means the requirement.

(*) – means Local Improvement.

(MD) – means M.D. of Mackenzie

Zoning – As per the Land Use Bylaw

Storm Sewer Trunk Main – means storm sewer that benefits either present or future development areas as determined by the M.D.

Storm Sewer Internal – means storm sewer that only benefits the subdivision within the development agreement.

Storm Sewer Collection System – can include ditches, ponds and underground piping.

	Date	Resolution Number
Approved	June 18, 2002	02-460
Amended	Jan 13, 2004	04-009
Amended		

**ATTACHMENT TO
FORT VERMILION AND LA CRETE ROAD IMPROVEMENTS
CONTRACT AWARD**

ITEM 10 A

Discussion

2 tenders were received for the La Crete and Fort Vermilion Road Improvements – 2004 project. This tender encompassed the following projects:

1. 108 Street Sidewalk – La Crete
2. 99 Ave Curb, gutter and sidewalk – La Crete
3. 101 Ave Curb, gutter and sidewalk – La Crete
4. 49 Ave Curb, gutter and sidewalk – Fort Vermilion
5. River Road street improvements – Fort Vermilion
6. Mackenzie Housing street improvements – Fort Vermilion

The tender results are as follows:

Ruel Bros. Contracting	\$949,580.50
Knelsen Sand & Gravel Ltd.	\$973,658.83

(See attached letter/recommendation from GPEC)

According to policy ADM004 – Tendering and Contract Award, a local contractor may be awarded the contract if they are within a certain percentage of the low tender. For contracts valued at greater than \$250,000 the policy allows for a 1% difference. The difference in the results above is approximately 2.5%.

Cost/Source of Funding

The approved 2004 budget is as follows:

108 Street	\$11,650
99 Ave	\$227,184
101 Ave	\$250,485
49 Ave	\$334,951
River Road	\$218,446
Mackenzie Housing	\$97,087
Total	\$1,139,803

The total estimated cost of the project including contingency and engineering is \$1,039,500 (excluding GST).

Budget	\$1,139,803
Post Tender Estimate	<u>\$1,039,500</u>
Difference	\$ 100,303

Recommended Action

That the contract for Hamlets of La Crete and Fort Vermilion Road Improvements – 2004 be awarded to Ruel Bros. Contracting for \$949,580.50.



consulting ltd.

June 18, 2004

File No. 5353-042/043-01-40

Municipal, Transportation & Industrial Engineering,
Land, Buildings & Golf Course Developments

Fax # (780) 928-3636

Municipal District of Mackenzie #23

P.O. Box 1690

LA CRETE, AB

T0H 2H0

Handwritten signature/initials

ATTN: Michel Savard, Director of Operational Services

Dear Sir:

**RE: Municipal District of Mackenzie #23
Hamlets of La Crete & Fort Vermilion
Road Improvements - 2004
Concrete Curb, Gutter & Sidewalk
Road Base, Paving & Storm Sewer**

Tenders were received on the above noted Project, up to 3:00 p.m., Wednesday, June 16, 2004 at the offices of Municipal District of Mackenzie #23, La Crete, Alberta.

The results of the Tenders received are as follows:

- Ruel Bros. Contracting, Division of E. Construction Ltd.,
Peace River, Alberta \$949,580.50
- Knelsen Sand & Gravel Ltd., La Crete, Alberta \$973,658.83

The above Tender prices do not include a value for the Goods and Services Tax (GST).

Both Tenders were reviewed and found correct. Both Tenders were accompanied with the required Bid Bond and Consent of Surety.

The low Tenderer, Ruel Bros. Contracting, Division of E. Construction Ltd., Peace River, Alberta, is familiar to our firm having carried out the construction on other Projects. Ruel Bros. Contracting indicates a starting date of August 1, 2004 with sixty (60) working days to complete the Project.

GRAND PRAIRIE
#202, 10712 - 100 Street T8V 3X8
Phone (780) 532-3450
Fax (780) 539-0887
EM:office@gpec-consulting.com

PEACH RIVER
#3, 8909 - 96 Street T8S 1G8
Phone (780) 624-5631
Fax (780) 624-3732
EM:gpecpr@telusplanet.net

EDMONTON
Suite 100, 9808 - 42 Avenue T6E 5V5
Phone (780) 463-3950
Fax (780) 463-0177
EM:gpec@interbaun.com

CAMROSE
5018 - 52 Street T4V 1V7
Phone (780) 672-2468
Fax (780) 672-9146
EM:rblock@cablelynx.net

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A tender summary, post-tender cost estimates for each Hamlet and a breakdown for the various stages of construction are attached. The estimated Project cost is approximately the same as the budget.

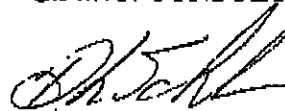
Ruel Bros. Contracting will provide a work schedule on June 21, 2004 for commencement of the storm sewer, concrete work, road base and paving portions of the Project.

We would recommend the Contract be awarded by the Municipal District of Mackenzie #23 to the low Tenderer, Ruel Bros. Contracting, Division of E. Construction Ltd., subject to their securing the necessary bonding and insurance coverages as required by the Contract Documents.

We will require direction from yourself to proceed with the preparation of the Contract Documents for execution by the Contractor and the Municipal District of Mackenzie #23.

For further information or discussion, please contact the undersigned.

Yours truly,
G.P.E.C. CONSULTING LTD.



D.L. Schuler, C.E.T.
Branch Manager
Peace River, AB

DLS/wmb
Enclosure
c.c. GPEC - Grande Prairie

Municipal District of Mackenzie No. 23

Title	TENDERING AND CONTRACT AWARD POLICY	Policy No.	ADM004
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Legislation Reference	Municipal Government Act, Section 5 (b)
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Purpose:

To establish a policy for the tendering for the supply of goods and services and the subsequent opening and award of contracts. Council recognizes that it is in the best interest of the region to encourage local supply of required goods and services and is therefore committed to purchasing from residents of the M.D. where costs and quality are competitive and comparable.

Policy Statement and Guidelines

The Municipal District of Mackenzie recognizes the need to provide a policy on the tendering of contracts, invitation to tender, quotations, and request for proposals.

Definitions:

For the purpose of this policy the following definition shall apply:

Resident shall mean anyone who owns and operates a business within the boundaries of the Municipal District of Mackenzie.

Tendering of Contracts

1. Advertising and Submission of Tenders
 - a) Tenders shall be advertised for a minimum period of two (2) weeks locally, and nationally, if required. If nation wide advertising is required, the MERX national electronic tendering system will be used. This service is available through the Alberta Association of Municipal Districts and Counties. Some exclusions apply, so Directors must refer to the agreement for further details.
 - b) Tenders shall be accompanied with a bid security and must be submitted to the Chief Administrative Officer or designate.
 - c) Shall be sent to a minimum of two (2) companies.
2. Opening of Tenders
 - a) Tenders shall be opened in public by the Chief Administrative Officer or designate.
 - b) Tenders shall not be received past the tendering period deadline. Those

received after the deadline shall be returned unopened accompanied with a letter stating the reason for return.

3. Awarding of Tenders

- a) Prior to awarding of Tender all security, insurance, and Workers Compensation Board requirements shall be in place.
- b) All unit prices shall be verified and the total dollar amount verified for correctness.
- c) Tenders shall be awarded by the Chief Administrative Officer or designate up to the budgeted amount.
- d) A tender summary of tenders over \$250,000 will be brought to Council.
- e) Tenders shall be approved by Council if the total dollar value is in excess of the budgeted amount or the tenders are over \$500,000.
- f) Where the Municipal District of Mackenzie awards any contracts or tenders, a contractor resident within the Municipal District of Mackenzie (including the Towns) who tenders within the following percentages of the lowest tender:

Contract Value	%
\$ 0 to \$ 50,000	5%
\$ 50,001 to \$100,000	3%
\$100,001 to \$250,000	2%
\$250,001 or greater	1%

may be awarded the tender or contract if the tender meets all specifications and conditions to the satisfaction of the Municipal District of Mackenzie.

This section of the policy shall not be applicable to tenders that are jointly funded with the Province of Alberta.

- g) Tenders may not necessarily be awarded to the lowest bidder. In certain instances a matrix may be used to determine the best "option" for the Municipal District of Mackenzie. The matrix may include but it not limited to the following:
 - Reliability
 - Warranties
 - Service
 - Purchase price

- Quality
- Standard options
- Trade-in values
- References
- Operator friendly
- Safety features
- Guaranteed buy-back values

Council will be advised when a matrix is used to determine the successful tender.

Invitation to Tender, Quotations, and Request for Proposals

4. a) No information regarding bids or bidders will be released to the public until a tender has been closed. A summary of results of tenders, bids or proposals will be public information. Details of a specific tender, bid or proposal are not routinely disclosed in accordance with the Freedom of Information and Protection of Privacy Act.

	Date	Resolution Number
Approved	Nov 10/98	98-341
Amended	June 6/01	01-318
Amended	June 18/02	02-468
Amended	March 9/04	04-143

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