

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

**February 22, 2006  
AGENDA**

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1. **COUNCIL MEETING – 6:00 p.m.**
  - 1.1 Call to Order
2. **AGENDA APPROVAL**
  - 2.1 Agenda for Wednesday, February 22, 2006
3. **PUBLIC HEARING**
  - 3.1 Bylaw 551/06 – Land Use Bylaw Amendment  
Rezoning Part of SW 3-110-18-W5M
  - 3.2 Bylaw 535/05 – Land Use Bylaw Amendment  
Rezoning Part of SW 7-109-19-W5M
4. **PRESENTATIONS**
5. **DELEGATIONS**
  - 5.1 Dave Froese and Helen Braun – Heritage Complex Utilities
  - 5.2 Carl Derksen – Disaster Services Radio Broadcasting
6. **APPROVAL OF MINUTES**
  - 6.1 Regular Council Meeting – February 8, 2006
7. **BUSINESS ARISING FROM MINUTES**
8. **BUSINESS**
  - 8.1 **PLANNING**
    - (a) Bylaw 551/06 – Land Use Bylaw Amendment (Refer to 3.1)
    - (b) Bylaw 535/05 – Land Use Bylaw Amendment (Refer to 3.2)
    - (c) Bylaw 557/06 – Subdivision Cancellation
    - (d) Bylaw 553/06 – Land Use Bylaw Amendment
    - (e) Municipal Planning Commission – Appointments
    - (f) Four Mile Road – East of High Level
  - 8.2 **CORPORATE SERVICES**
    - (a) Borrowing Bylaw 541/06 – Zama Waste Water System Upgrade
    - (b) Draft Operating Grant Agreement – La Crete Agriculture Society
  - 8.3 **OPERATIONS**
    - (a) Bylaw 554/06 – Residential Garbage Pickup
    - (b) Vet Advisory Board
  - 8.4 **EMERGENCY & ENFORCEMENT SERVICES**
    - (a) Bylaw 558/06 – Bullying Bylaw
  - 8.5 **ADMINISTRATION**
    - (a) Bylaw 559/06 – Honorariums
    - (b) 2006 Operating Budget

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*(c) Meeting with Minister in Edmonton – March 13/06 (addition)*

**9. ACTION CORRESPONDENCE**

- 9.1 From: Alberta Health and Wellness  
Re: Third Way – Health Service Delivery
- 9.2 From: AUMA  
Re: 2006 Spring Regional Seminars

**10. INFORMATION**

- 10.1 Land Sale – Plan 822 3269, Block 3, Lot A
- 10.2 Assessment Audit
- 10.3 Assumption Bypass
- 10.4 Operations Committee Minutes 01/20/06
- 10.5 *2005 Audit Plan – Ernst & Young LLP (addition)*
- 10.6 *AAMD&C Member Visit – June 13/06 Council Meeting (addition)*

**11. INFORMATION CORRESPONDENCE**

**12. NEW BUSINESS**

- 12.1 Tallcree First Nation – Agreements Committee Formation

**13. NOTICES OF MOTION**

**14. ROUND TABLE**

**15. CONFIDENTIAL MATTERS**

- 15.1 Gravel Contracts
- 15.2 Development
- 15.3 Personnel

**16. NEXT MEETING DATES**

**17. ADJOURN**

Revised  
Agenda

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- 9.2 From: AUMA  
Re: 2006 Spring Regional Seminars \_\_\_\_\_ 155

**10. INFORMATION**

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**13. NOTICES OF MOTION**

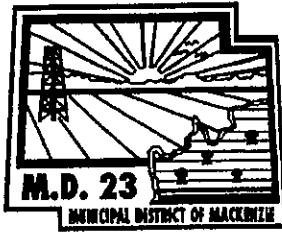
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**17. ADJOURN**



# M.D. of Mackenzie No. 23

## Request For Decision

Agenda Item # \_\_\_\_\_

<b>Meeting:</b>	Regular Council Meeting
<b>Meeting Date:</b>	February 22, 2006
<b>Presented By:</b>	Eva Schmidt, Planning Supervisor
<b>Title:</b>	<b>PUBLIC HEARING</b> Bylaw 551/06 Land Use Bylaw Amendment Rezone Part of SW 3-110-18-W5M "Lot 01, Block 01, Plan 922 3304" From Agricultural District 1 "A1" to Rural Industrial District 1 "RI1"

### BACKGROUND / PROPOSAL:

Bylaw 551/06 was given first reading at the January 25, 2006 Council meeting. If passed, this bylaw will rezone part of Part of SW 3-110-18-W5M "Lot 01, Block 01, Plan 922 3304" from Agricultural District 1 (A1) to Rural Industrial District 1 (RI1) to allow for an industrial development.

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The applicant believes that the subject property would be suitable for commercial/industrial zoning as it is adjacent to Highway 58, six miles east of the Town of High Level. This proposed subject parcel is not within the Intermunicipal Development Plan which the applicant believes restricts further and future rural industrial development. The applicant also believes that there is a lack of large available and economically priced lots within the Town of High Level that suit the larger industrial operations.

#### **7.34 RURAL INDUSTRIAL DISTRICT 1 "RI1"**

The general purpose of this district is to accommodate industrial buildings and uses which are deemed better suited to rural rather than urban areas.

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

- (1) Extensive Agriculture and farm buildings.

<b>Author:</b> Eva Schmidt, Planning Supervisor	<b>Review Date:</b>	<b>C.A.O.:</b> 
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**B. DISCRETIONARY USES**

- (1) Agricultural supply depot.
- (2) Bulk fertilizer sales.
- (3) Bulk fuel storage.
- (4) Bulk propane sales.
- (5) Contractor's business.
- (6) Fertilizer sales.
- (7) Industrial Camps
- (8) Maintenance Yard.
- (9) Manufacturing firm.
- (10) Natural resource extraction industry.
- (11) Oil and gas servicing.
- (12) Public use.
- (13) Petroleum facility.
- (14) Salvage/storage yard.
- (15) Security suite.
- (16) Sewage lagoon, sewage treatment plant.
- (17) Mobile/Modular Home (Manufactured) Sales.

**C. MINIMUM LOT SIZE**

0.8 hectares (2 acres) unless otherwise required by the Development Officer.

**D. MINIMUM TOTAL FLOOR AREA**

92.9 square metres (1000 square feet) or as required by the Development Officer.

**E. MINIMUM FRONT YARD SETBACK**

As specified by the local road authority, but in no case less than 41.1 metres (135 feet) from the edge of the highway right of way.

**F. MINIMUM DEPTH OF SIDE YARD**

15.24 metres (50 feet)

**G. MINIMUM REAR YARD SETBACK**

7.6 metres (50 feet).

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

Buildings may be of new construction or moved in. The architecture, construction materials and appearance of buildings and other structures

<b>Author:</b> Eva Schmidt, Planning Supervisor	<b>Review Date:</b>	<b>C.A.O.:</b> 
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shall be to accepted standards and shall compliment the natural features and character of the site to the satisfaction of the Development Officer.

**I. ON-SITE PARKING**

In accordance to the provisions in Section 4.28 of this Bylaw.

**J. LOCATION CRITERIA**

Rural industrial development shall be located where possible along highway corridors or identified collector roads.

**K. ON-SITE PARKING**

In accordance to Section 4.28 of this Bylaw.

**L. LANDSCAPING**

In accordance to Section 4.23 of this Bylaw.

**COSTS / SOURCE OF FUNDING:**

All costs will be borne by the developer.

**RECOMMENDED ACTION:**

**MOTION 1**

That second reading be given to Bylaw 551/06 to rezone Part of SW 3-110-18-W5M "Lot 01, Block 01, Plan 922 3304" from Agricultural District 1 "A1" to Rural Industrial District 1 "RI1".

That third reading be given to Bylaw 551/06 to rezone Part of SW 3-110-18-W5M "Lot 01, Block 01, Plan 922 3304" from Agricultural District 1 "A1" to Rural Industrial District 1 "RI1".

<b>Author:</b> Eva Schmidt, Planning Supervisor	<b>Review Date:</b>	<b>C.A.O.:</b> 
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**BYLAW NO. 551/06**

**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 highway development.

**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 3-110-18-W5M "Lot 01, Block 01, Plan 922 3304", in the Municipal District of Mackenzie No. 23 be amended from Agricultural District 1 "A1" to Rural Industrial District 1 "RI1", as outlined in Schedule "A".

First Reading given on the \_\_\_\_\_ day of \_\_\_\_\_, 2006.

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

\_\_\_\_\_  
Christine Woodward, Executive Assistant

Second Reading given on the \_\_\_\_\_ day of \_\_\_\_\_, 2006.



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

\_\_\_\_\_  
Christine Woodward, Executive Assistant

Third Reading and Assent given on the \_\_\_\_\_ day of \_\_\_\_\_, 2006.

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

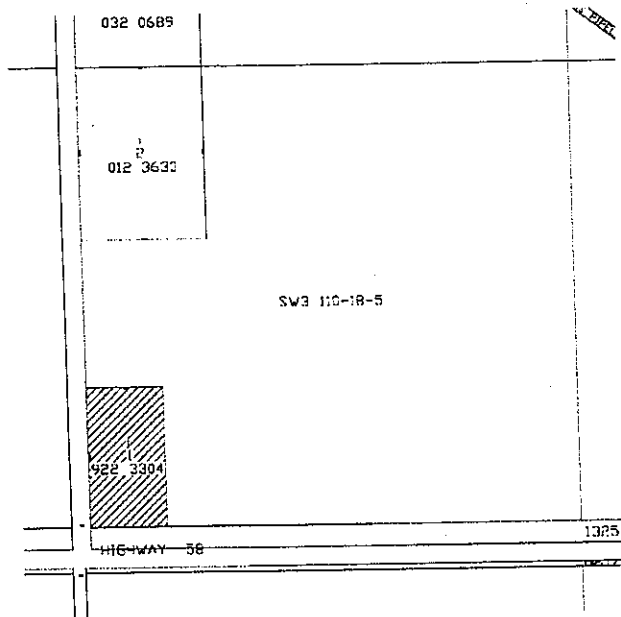
\_\_\_\_\_  
Christine Woodward, Executive Assistant

**BYLAW No. 551/06**

**SCHEDULE "A"**

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

Part of SW 3-110-18-W5M "Lot 01, Block 01, Plan 922 3304" be rezoned from Agricultural District 1 "A1" to Rural Industrial District 1 "RI1".



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

\_\_\_\_\_  
Christine Woodward, Executive Assistant

EFFECTIVE THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2006.

**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:**





# LAND USE BYLAW AMENDMENT APPLICATION

APPLICATION NO. 55106

NAME OF APPLICANT <b>SAM MOUSTAFA</b>		
ADDRESS <b>Box 1477</b>		
TOWN <b>High Level, AB.</b>		
POSTAL CODE <b>T0H1Z0</b>	PHONE (RES.) <b>926-9480</b>	BUS. <b>926-3888</b>

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

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

CIT. & SEC. <b>SW 3</b>	TWP. <b>110</b>	RANGE <b>18</b>	M. <b>45</b>	OR	PLAN	BLK	LOT
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### LAND USE CLASSIFICATION AMENDMENT PROPOSED:

FROM: Agricultural District TO: Rural Industrial

### REASONS SUPPORTING PROPOSED AMENDMENT:

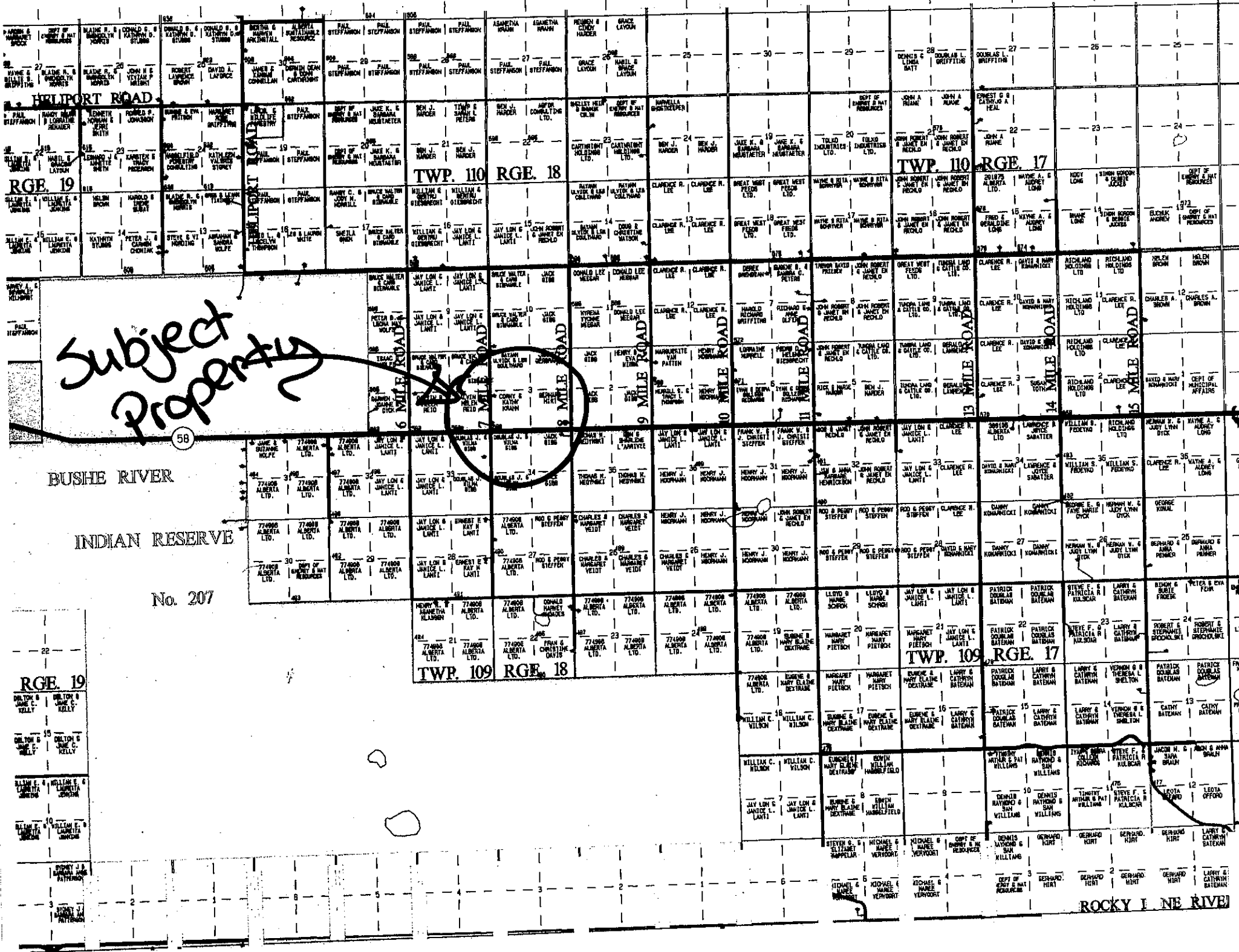
DUE TO THE LACK OF INDUSTRIAL LAND (LOTS) AVAILABILITY IN HIGH LEVEL RURAL AND DUE TO THE INTERMUNICIPAL DEVELOPMENT THAT PREVENTS REZONING NORTH OF THE TOWN OF HIGH LEVEL AND DUE TO THE COST OF INDUSTRIAL LOTS WITHIN TOWN OF HIGH LEVEL (EXPENSIVE - TERRIBLY EXPENSIVE FOR INDUSTRIAL LOT WITH IN TOWN LIMIT).

I would like for you to accept my application for rezoning of Rural (Legal Alone) as I would like to put 100 my business on it. This piece of land is off the highway and in my opinion it is fit to be Rural industrial.

Thank you!

WE HAVE ENCLOSED THE REQUIRED APPLICATION FEE OF \$ 150.00 RECEIPT NO. \_\_\_\_\_  
 APPLICANT [Signature] DATE Jan 10, 06

NOTE: REGISTERED OWNER'S SIGNATURE REQUIRED IF DIFFERENT FROM APPLICANT.  
 REGISTERED OWNER SAM MOUSTAFA DATE Jan 10, 06



Subject Property

BUSHE RIVER

INDIAN RESERVE

No. 207

TWP. 109 RGE. 18

TWP. 109 RGE. 17

RGE. 19

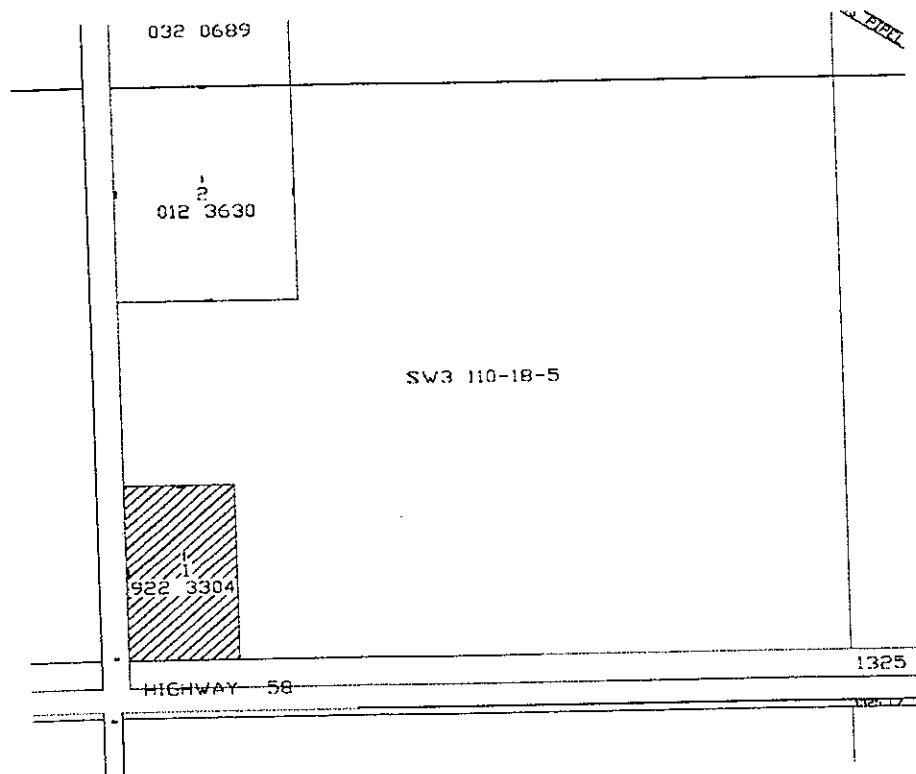
ROCKY I. NE RIVER

Table of land parcels with columns for Township (TWP. 109, TWP. 110), Range (RGE. 17, RGE. 18, RGE. 19), and Mile (6 MILE ROAD to 15 MILE ROAD). Each cell contains owner names and parcel numbers.

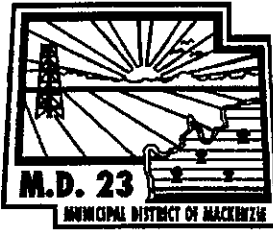
**NOTICE OF PUBLIC HEARING  
PROPOSED LAND-USE BYLAW NO 551/05  
MUNICIPAL DISTRICT OF MACKENZIE NO. 23**

Pursuant to the Municipal Government Act, being Chapter M-26 of the Statutes of Alberta, notice is hereby given that the Council of the Municipal District of Mackenzie No. 23 will hold a public hearing prior to the second reading of Bylaw No. 551/05 for an amendment to Land-Use Bylaw No.462/04. The proposed amendment is:

That the land use designation of the subject parcel known as Part of SW 3-110-18-W5M, Lot 01, Block 01, Plan 922 3304, in the Municipal District of Mackenzie No. 23 be amended from Agricultural District 1 "A1" to Rural Industrial District 1 "R11".



The Public Hearing is to be held at 6:00 p.m., Wednesday, February 22, 2006 in the Municipal District of Mackenzie Council Chamber in Fort Vermilion. The proposed bylaw may be viewed at the Municipal District of Mackenzie No. 23 Office in La Crete during regular office hours. Please submit written submissions to the Development Officer prior to 4:30 PM, Friday, February 17, 2006. If you have any questions regarding the hearing, or the bylaw, please call the Municipal District's Development Officer at 928-3983.



## M.D. of Mackenzie No. 23

### Request For Decision

<b>Meeting:</b>	<b>Regular Council</b>
<b>Meeting Date:</b>	<b>February 22, 2006</b>
<b>Presented By:</b>	<b>Eva Schmidt, Planning Supervisor</b>
<b>Title:</b>	<b>PUBLIC HEARING Bylaw 535/05 Land Use Bylaw Amendment Rezone part of SW 7-109-19-W5 From Agricultural District 1 "A1" to Country Residential District 3 "RC3"</b>
<b>Agenda Item No:</b>	

#### **BACKGROUND / PROPOSAL:**

Bylaw 535/05 was given first reading at the December 13, 2005 Council meeting. If passed, this bylaw will rezone part of SW 7-109-19-W5M from Agricultural District 1 (A1) to Rural Country Residential District 3 (RC3) to allow for a multi lot subdivision.

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

The subject land is approximately three miles south of the Town of High Level. It is in an area that is mostly treed, and not largely cleared for agriculture. The location is in a isolated pocket with crown land directly to the south and Bushe River Indian Reserve to the south east.

The whole area currently had many residential homes and continues to grow as a country residential area, with all the country amenities of being away from town yet still within close driving distance.

The applicant intends to develop the quarter in phases eventually turning the complete quarter into a much desired country residential subdivision.

#### **7.32 RURAL COUNTRY RESIDENTIAL DISTRICT 3 "RC3".**

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

Author:

Reviewed:

C.A.O. 

**A. PERMITTED USES**

- (1) Single detached dwelling.

**B. DISCRETIONARY USES**

- (1) Modular home
- (2) Mobile home.
- (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.
- (10) Intensive recreation use.

**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:

41.1 metres (135 feet) from right of way.

Lot fronting onto an internal subdivision road:

15.24 metres (50 feet) from right of way.

**E. MINIMUM SIDE YARD SETBACK**

7.6 metres (25 feet) from property line, or

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

Author:

Reviewed:

C.A.O. 

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

**F. MINIMUM REAR YARD SETBACK**

7.6 metres (25 feet), or

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

**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) All mobile homes to be factory built with walls of pre-finished baked enamel aluminium siding, vinyl siding or the equivalent and peaked shingled roof, to the satisfaction of the Development Officer.
- (3) If mobile homes are placed upon a basement, solid footings and concrete or wood block foundation wall or skirting should be required so that the appearance, design and construction will compliment the mobile home. The undercarriage of the mobile home shall be screened from view.
- (4) All ancillary structures to mobile homes, such as patios, porches, additions, etc., shall be factory prefabricated units, or of a quality equivalent thereto, so that the appearance, design and construction will compliment the mobile home.
- (6) The side and rear yards of the lots must be screened through the use of trees or have some other suitable screening as approved

Author:

Reviewed:

C.A.Q. 

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.

**J. REZONING REQUIREMENTS**

1. In order to ensure a firm commitment for development has been received the following are requirements for the rezoning application:
  - (a) An Area Structure Plan for the parcel.
  - (b) A minimum of 10 parcels per rezoning application, or where the total area to be rezoned is less than 20.2 hectares (50 acres), the total developable area must be subdivided.
  - (c) The subdivision must have legal access that meets Municipal District of Mackenzie standards.
  - (d) Where the existing municipal road is not up to the standard required for the parcel, a road request or upgrade must be part of the subdivision application.
2. Once approval has been granted, the developer shall have a period of one (1) year, or as required by the Development Authority, to develop the subdivision including, but not limited to, the installation of utilities, roads and plan registration.

**K. SUBDIVISION REQUIREMENTS**

1. The Developer shall enter into a Developer's Agreement with the Municipality for payment of off-site levies, if required, for rural multi-lot subdivisions.
2. No subdivision shall be approved unless utility services, including water supply and sewage disposal, can be provided with sufficient capacity to accommodate development of the proposed parcel(s).

Author:

Reviewed:

C.A.D. 

3. The Developer shall submit, along with his subdivision application, a Water Management Plan as required by the Water Act RSA 2000 Chapter W-3.
4. The Subdivision Authority may require a sewage collection report from a qualified plumbing inspector to ensure sewage disposal will not have a negative impact on the parcel and/or adjacent land or water resources.
5. Municipal Reserve money in the amount of 10% of market value of the proposed subdivision land or 10% land if required for parks or schools.
6. A Traffic Impact Assessment may be required to identify the traffic impact onto the existing infrastructure.

**L. ON-SITE PARKING**

In accordance to Section 4.28 of this Bylaw.

**M. LANDSCAPING**

In accordance to Section 4.23 of this Bylaw.

**COSTS / SOURCE OF FUNDING:**

All costs will be borne by the developer.

**RECOMMENDED ACTION:**

**MOTION 1**

That second reading be given to Bylaw 535/05 to rezone part of SW 7-109-19-W5 from Agricultural District 1 "A1" to Country Residential District 3 "RC3".

That third reading be given to Bylaw 535/05 to rezone part of SW 7-109-19-W5 from Agricultural District 1 "A1" to Country Residential District 3 "RC3".

Author:

Reviewed:

C.A.O. 



**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. 535/05**

**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 multi lot 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 7 -109-19-W5M, in the Municipal District of Mackenzie No. 23 be amended from Agricultural District 1 "A1" to Country Residential District 3 "RC3", as outlined in Schedule "A".

First Reading given on the \_\_\_\_\_ day of \_\_\_\_\_, 2005.

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

\_\_\_\_\_  
Christine Woodward, Executive Assistant

Second Reading given on the \_\_\_\_\_ day of \_\_\_\_\_, 2005.

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

\_\_\_\_\_  
Christine Woodward, Executive Assistant

Third Reading and Assent given on the \_\_\_\_\_ day of \_\_\_\_\_, 2005.

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

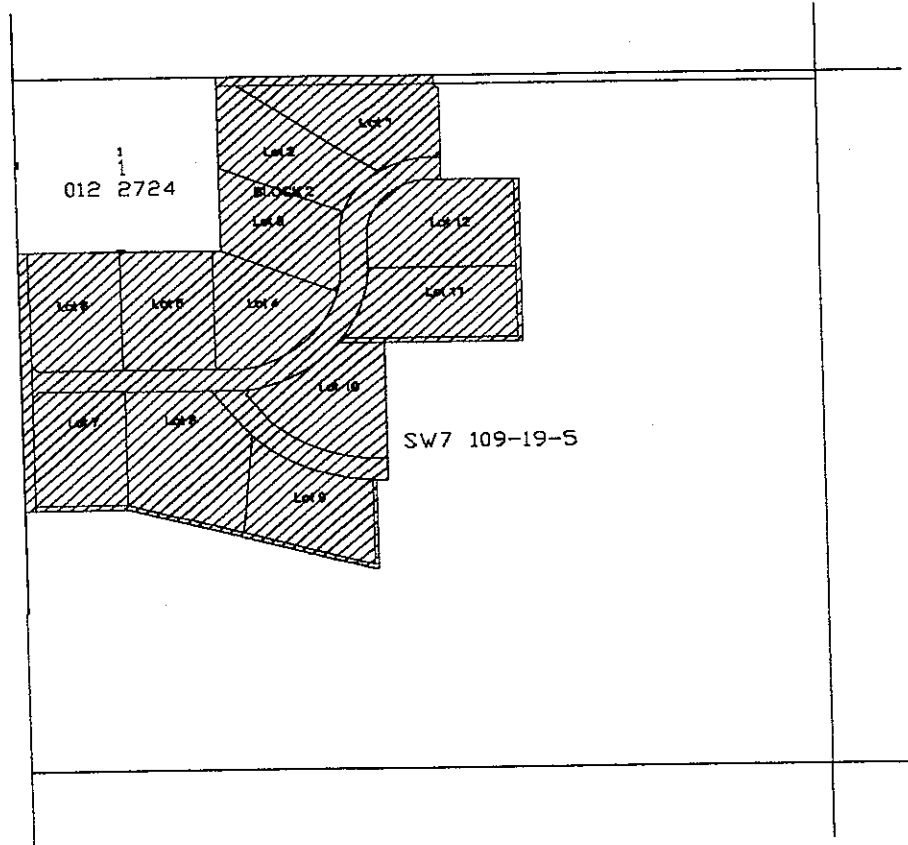
\_\_\_\_\_  
Christine Woodward, Executive Assistant

**BYLAW No. 535/05**

**SCHEDULE "A"**

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

Part of SW 7-109-19-W5M in MD of Mackenzie be amended from  
Agricultural District 1 "A1" to Rural Country Residential District 3 "RC3".



From: Agricultural District 1 "A1"

To: Country Residential District 3 "RC3"

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

\_\_\_\_\_  
Christine Woodward, Executive Assistant

EFFECTIVE THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2005.



# LAND USE BYLAW AMENDMENT APPLICATION

APPLICATION NO. \_\_\_\_\_

NAME OF APPLICANT <b>JAKE ELIAS</b>		
ADDRESS <b>Box 134</b>		
TOWN <b>LA CRETE AB</b>		
POSTAL CODE <b>T0M 2H0</b>	PHONE (RES.) <b>928-3978</b>	BUS. <b>926-6512</b>

COMPLETE IF DIFFERENT FROM APPLICANT

NAME OF REGISTER OWNER <b>JAVA INVESTMENTS INC</b>		
ADDRESS <b>Box 134</b>		
TOWN <b>LA CRETE AB</b>		
POSTAL CODE <b>T0H 2H0</b>	PHONE (RES.) <b>928-3978</b>	BUS. <b>926-6512</b>

LEGAL DESCRIPTION OF THE LAND AFFECTED BY THE PROPOSED AMENDMENT

*jdelias@telus.net*

QTRAS <b>SW</b>	SEC. <b>7</b>	TWP. <b>109</b>	RANGE <b>19</b>	M. <b>W5</b>	OR	PLAN	BLK	LOT
--------------------	------------------	--------------------	--------------------	-----------------	----	------	-----	-----

LAND USE CLASSIFICATION AMENDMENT PROPOSED:

FROM: **AGRICULTURAL**

TO: **RURAL COUNTRY RESIDENTIAL DISTRICT 3 "RC3"**

REASONS SUPPORTING PROPOSED AMENDMENT:

**PLAN TO DEVELOP A COUNTRY RESIDENTIAL "RC3" SUBDIVISION.**

**PHASE 1 WOULD INCLUDE 10 3-5 ACRE LOTS MARKED WITH AN ASTERISK \*AS PER DRAWING ATTACHED.**

I/WE HAVE ENCLOSED THE REQUIRED APPLICATION FEE OF \$ **150<sup>00</sup> ~~KA~~**

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

*Jake Elias*  
APPLICANT

**December 1/2005**  
DATE

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

*Jake Elias*  
REGISTERED OWNER

**December 1/2005**  
DATE



## Christine Woodward

---

**From:** Christine Woodward  
**Sent:** Tuesday, February 07, 2006 4:10 PM  
**To:** Bill Neufeld  
**Cc:** Ray Coad  
**Subject:** La Crete Sawmills - delegation

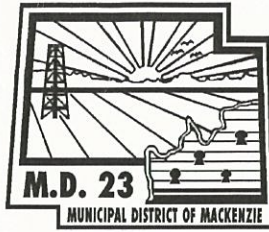
Good day,

Dave Froese from La Crete Sawmills called the MD today (Feb. 7) to inquire about attending tomorrow's meeting as a delegation.

He decided he would wait until Helen Braun returned to town, so that they would be available to attend Council on Feb. 22 with regard to potential wood pellet use at the Heritage Complex.

Regards,

Christine Woodward  
Executive Assistant  
MD of Mackenzie No 23  
[cwoodward@md23.ab.ca](mailto:cwoodward@md23.ab.ca)  
(780) 927-3718 phone  
(780) 927-4266 fax  
<http://www.md23.ab.ca/menu.htm> website



## M.D. of Mackenzie No. 23

### Request For Decision

Agenda Item # \_\_\_\_\_

<b>Meeting:</b>	Regular Council Meeting
<b>Meeting Date:</b>	February 22, 2006
<b>Presented By:</b>	Paul Driedger Director of Planning, Emergency & Enforcement Services
<b>Title:</b>	DELEGATION Carl Derksen CIAM Radio

#### **BACKGROUND / PROPOSAL:**

Council approved the Capital Budget for a project to enhance Disaster Services Radio Broadcasting.

#### **OPTIONS & BENEFITS:**

Council also requested additional information on this project. Attached is a breakdown of the project and Carl Derksen will be in attendance to discuss any questions Council may have on this project.

#### **COSTS & FUNDING:**

N/A

#### **RECOMMENDED ACTION:**

For discussion.

Author: G. Peters

Reviewed: 

C.A.O.: 





# **REDLINE ELECTRIC LTD.**



Box 88 La Crete, Alberta T0H 2H0

Phone: (780) 928-2644

Fax: (780) 928-2671

Email: rdline@telusplanet.net

---

## **Proposal For Electrical Tender**

**Customer: M.D. of Mackenzie**

**We hereby submit Specifications and estimated for: Emergency Radio Set-up**

Ciam radio is a non-profit organization and would like to provide emergency service during a time of disaster. We would provide personnel during this time free of charge to do emergency broadcasting and services as required. The thing that we would not do is compromise the values that we have set as a christian radio station. So we would like to work in partnership with the M.D. in that you provide tagged equipment and installation as follows;

A) 8.5 hour power back up at three tower sites	4635.00x3=13905.00
B) Honda Generator at Ft. Vermilion station	=2989.00
C) Electrical work at Ft. Vermilion station estimate	=4870.00
D) Increase transmission power at B.H.P site	=11,900.00
E) Set-up heated building at station for genset	=2000.00
F) Labour to install equipment	=3000.00

**This will provide broadcasting north of Paddle Prairie.**

**Total Price: 38664.00**

**GST Extra.**

**Customer Signature: \_\_\_\_\_**

**Date : Feb 13/06**

**Redline Electric Ltd.**

**Municipal District of Mackenzie No. 23  
2006 CAPITAL PROJECTS**

**DEPARTMENT:**

Planning, Emergency and Enforcement Services

**PROJECT NAME:**

Disaster Services Radio Broadcasting

**PROJECT No.:**

**DESCRIPTION:**

With the Emergency Operations Centre for disaster services being in Fort Vermilion, radio broadcasting would benefit our municipality in being able to let everyone in the region know about what is happening in certain areas. This is also a benefit when the TELUS fibre optic cable gets cut thereby cancelling communications between our communities.

*Bring back more info*

**PROJECT SUPERVISED BY:** Paul Driedger

**PROJECT START DATE:** 2006

**END DATE:** 2006


**BREAKDOWN OF EXPENDITURES:**

Transmitter	\$13,500	Batteries	\$500	23,859.00
Generator	\$2,989	Building	\$2,000	
Electrical	\$4,870			
<b>TOTAL</b>				

**BREAKDOWN OF REVENUES:**

<b>FUNDING FROM OPERATING</b>	23,859.00
<b>GRANT FUNDING</b>	
<b>FUNDING FROM RESERVE</b> (Emergency Services Reserve)	
<b>DEBENTURE</b>	
<b>OTHER FUNDING</b>	
<b>TOTAL</b>	

*Balance total expenditures less total revenues must equal*

Date: Nov. 7, 2005 Director: *pro.* CAO: 

Date: \_\_\_\_\_ Director: \_\_\_\_\_ CAO: \_\_\_\_\_

Date: \_\_\_\_\_ Director: \_\_\_\_\_ CAO: \_\_\_\_\_

**Ratified by Council Date:**

# REDLINE ELECTRIC LTD.

Box 88 10201 - 101 Street  
La Crete, Alberta T0H 2H0  
Phone: (780) 928-2644  
Fax: (780) 928-2671  
Email: rdline@telusplanet.net

June 27, 2005

Paul Driedger  
Municipal District of Mackenzie #23  
Box 1690  
La Crete, Alberta T0H 2H0

Dear Paul,

As per our discussion on using the services of CIAM for emergency service during a time of disaster, I would like to request funds as follows to get set up.

- |   |                    |
|---|--------------------|
| 1. Transmitter in Fort Vermilion, 8 hour back up, UPS rack mounted in Telus building. Includes shipping.            | \$13,500.00        |
| 2. Honda generator at radio base station in Fort Vermilion. Honda - ABS000X   | \$2,989.00         |
| 3. Electrical work at base station to install transfer switch and other wiring to transfer power to generator.      | \$4,870.00         |
| 4. Add four batteries and cables at the Buffalo Head Prairie tower site.  | \$500.00           |
| 5. Construct a building to house gen-set in Fort Vermilion at base station. The building would need light and heat. | \$2,000.00         |
| <b>TOTAL</b>  | <b>\$23,859.00</b> |
|   | + GST              |

IF POSSIBLE 12 hrs

Thank you for expressing interest in using our local community station as a service in case of a disaster. As a member of the CIAM board, we would be happy to be of service.

Sincerely,

Carl Derksen

Roberta  
BHP  
WM  
Foggy

MORE INFORMATION

PROBLE PRANIE NORTH

CHECK BACKUP FOR ALL ROBORTAS

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

**Wednesday, February 8, 2006 10:00 a.m.  
Council Chambers Fort Vermilion, Alberta**

<b>PRESENT:</b>	Bill Neufeld Walter Sarapuk Peter Braun John W. Driedger Ed Froese Willy Neudorf	Reeve Deputy Reeve Councillor Councillor Councillor Councillor
<b>ALSO PRESENT:</b>	Ray Coad Christine Woodward Youlia Whittleton Eva Schmidt Brenda Wiebe  Trent Allen, media Susan McNeil, media And members of the public	Chief Administrative Officer Executive Assistant Director of Corporate Services Planning Supervisor Roads Supervisor
<b>ABSENT</b>	Stuart Watson Jim Thompson Greg Newman Lisa Wardley	Councillor Councillor Councillor Councillor

**Minutes of the Regular Council meeting for the Municipal District of  
Mackenzie No. 23 held on Wednesday February 8, 2006 in Council  
Chambers, Fort Vermilion, Alberta.**

**CALL TO ORDER: 1.1 Call to Order**

Reeve Neufeld called the meeting to order at 10:00 a.m.

**ADOPTION OF  
AGENDA: 2.1 Agenda Approval**

The agenda was reviewed; Item 8.3j) Gravel Contract was moved to 15.1 In Camera (negotiations), 10.4 Mackenzie Housing Management Board moved to 15.2 In Camera; added were 8.1d) Sale of Zama Lots, 8.3k) Wolf Bounty, 8.4b) Fire Invoice, 15.3 Northern Sunrise County, 15.4 High Level Cost Sharing, and 15.5 Personnel.

**MOTION 06-60 MOVED by Councillor Driedger**

That the agenda for February 8, 2006 be approved as amended.

**MUNICIPAL DISTRICT OF MACKENZIE NO. 23**  
**REGULAR COUNCIL MEETING**  
**DRAFT MINUTES**  
Wednesday, February 8, 2006

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**CARRIED**

**PUBLIC HEARING:**      **3.1**                      **Bylaw 537/05 – Fort Vermilion Area Structure Plan**

Reeve Neufeld called the public hearing for Bylaw 537/05 to order at 10:05 a.m.

Reeve Neufeld asked if the public hearing for proposed Bylaw 537/05 was properly advertised. Eva Schmidt, Planning Supervisor, 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. Planning Supervisor Schmidt presented the Development Authority's submission and indicated that first reading was given on December 13, 2005, and that the plan was well accepted at the December Open House. The document will be reviewed every 5-years, as it is a living document.

Reeve Neufeld asked if Council had any questions of the proposed Land Use Bylaw Amendment. There were several questions, which the Planning Supervisor answered.

Reeve Neufeld asked if any submissions were received in regards to proposed Bylaw 537/05. Planning Supervisor Schmidt answered that there were none.

Reeve Neufeld asked if there was anyone present who would like to speak in regards of the proposed Bylaw 537/05. There was no indication that anyone present wished to speak.

Reeve Neufeld closed the public hearing for Bylaw 537/05 at 10:10 a.m.

**3.2**                      **Bylaw 544/06 – Land Use Bylaw Amendment - Rezoning S1/2 9-111-19-W5M, SE 17-111-19-W5M, and NE 8-111-19-W5M**

Reeve Neufeld called the public hearing for Bylaw 544/06 to order at 10:10 a.m.

Reeve Neufeld asked if the public hearing for proposed Bylaw 544/06 was properly advertised. Eva Schmidt, Planning Supervisor, answered that the bylaw was advertised in accordance with the Municipal Government Act.

**MUNICIPAL DISTRICT OF MACKENZIE NO. 23  
REGULAR COUNCIL MEETING  
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Reeve Neufeld asked the Development Authority to outline the proposed Land Use Bylaw Amendment. Planning Supervisor Schmidt presented the Development Authority's submission and indicated that first reading was given on January 10, 2006.

The present landowner has requested that these parcels be rezoned to accommodate industrial development. All development surrounding the airport is subject to approvals by NAV Canada and Alberta Environment.

Reeve Neufeld asked if Council had any questions of the proposed Land Use Bylaw Amendment. There were several questions, which the Planning Supervisor answered.

Reeve Neufeld asked if any submissions were received in regards to proposed Bylaw 544/06. Planning Supervisor Schmidt answered that the Town of High Level wished to initiate the Intermunicipal Development Plan (IDP) dispute resolution process. Concerns were raised by the Town regarding industrial zoning north of High Level; contamination by industrial uses, the potential of interference with the airport, and the Town requested the Bylaw be tabled until an airport vicinity protection area (AVPA) bylaw be in place, and until issues surrounding the bylaw are resolved.

Reeve Neufeld asked if there was anyone present who would like to speak in regards to the proposed Bylaw 544/06. Town of High Level CAO Dianne Hunter made a presentation to Council, (also included as an addition the Council package), as both the CAO and as an affected landowner.

The Town was not opposed to industrial developments in the IDP corridor provided the development is in accordance with the principles contained in the IDP. Ms. Hunter indicated that she felt that the rezoning is not driven by the landowner, but by the Municipal District.

The Town requested that this Bylaw be tabled until such time as:

- The MD's Land Use Bylaw is amended to include an airport district that more clearly identifies the permitted and discretionary uses on and near airport lands, and
- The MD's Land Use Bylaw references land use restrictions within a 4 km radius of the airport, and
- That the MD undertakes a review of the Footner Lake watershed and land uses within that area.

Finally CAO Hunter requested that the MD follow the dispute

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

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resolution process as outlined in the IDP which allows this issue to be mutually resolved to everyone's satisfaction - the MD's, the Town's, affected property owners and residents of the region.

Planning Supervisor Schmidt stated that there is no application for subdivision on file from a landowner, but that landowners in the affected area have appeared before Council and indicated their strong desire for the rezoning to occur.

Ernie Derksen spoke to Council regarding his disappointment in the planned rezoning, as he is an adjacent landowner and feels that industrial development would infringe on his rural lifestyle. The water agreement between the MD and the Town has not been resolved, and he is concerned about his water source and quality in the event of industrial development. Noise and pollution concerns were also raised.

Phil Peters, adjacent landowner, spoke of having purchased land in that area and moving out of town to a quiet acreage. He is definitely opposed to industrial development, as it would influence his quality of life.

Sheila Peters described her enjoyment of the peace and quiet of living in that area, and the negative effects of industrial development on lifestyle and property values. Traffic and air quality were described as issues in the future. A buffer zone in the event of such development was requested of a minimum of 100 or 200 feet of trees. She described this growth as discouraging and of great concern to her and her family.

Wes Peters spoke, as adjacent landowner, and as employee for Delta Helicopters. He indicated that a very small amount of steam or smoke can prevent flights in and out of the airport. Even wood smoke from the few residential stoves drifts across the road. The helicopters are used for fire fighting and perform a critical service; interference reduces the window of opportunity to respond to fires. A road running parallel to his lot acting as road allowance in the event of development would convert his property into a dusty corner lot.

Reeve Neufeld closed the public hearing for Bylaw 544/06 at 10:35 a.m.

**DELEGATIONS:**

**5.1** No items under this heading

**MUNICIPAL DISTRICT OF MACKENZIE NO. 23  
REGULAR COUNCIL MEETING  
DRAFT MINUTES  
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**APPROVAL OF  
MINUTES:  
MOTION 06-61**

**6.1**                    **Minutes - January 25, 2006 Council Meeting**

**MOVED** by Councillor Dreidger

That the minutes of the January 25, 2006 Regular Council Meeting be adopted with amendments:

- Motion for 1<sup>st</sup> reading, 06-39 does not require 2/3 majority
- La Crete Sawmills delegate Dave Froese is a sales representative for the mill.

**CARRIED**

**BUSINESS ARISING  
FROM MINUTES:**

**7.1**                    No items under this heading

**BUSINESS:**

**8.1 a)**                **Bylaw 537/05 – Fort Vermilion Area Structure Plan**

**MOTION 06-62**  
Bylaw 537/06  
Second Reading

**MOVED** by Councillor Neudorf

That second reading be given to Bylaw 537/05, being a Land Use Bylaw amendment to adopt the Hamlet of Fort Vermilion Area Structure Plan.

**CARRIED**

**MOTION 06-63**  
Bylaw 537/06  
Third Reading

**MOVED** by Councillor Froese

That third reading be given to Bylaw 537/05, being a Land Use Bylaw amendment to adopt the Hamlet of Fort Vermilion Area Structure Plan.

**CARRIED**

**8.1 b)**                **Bylaw 544/06 – Land Use Bylaw Amendment**

**MOTION 06-64**  
Bylaw 544/06  
Second Reading  
DEFEATED

**MOVED** by Councillor Froese

That second reading be given to Bylaw 544/05, being a Land Use Bylaw amendment to rezone S1/2 9-111-19-W5M, SE 17-111-19-W5M and NE 8-111-19-W5M lying east of Highway 35 From Agricultural District 1 "A1" to Rural Industrial District "R11".

**DEFEATED**



**MUNICIPAL DISTRICT OF MACKENZIE NO. 23  
REGULAR COUNCIL MEETING  
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**8.1c) Integrated Land Use Planning – Terms of Reference**

**MOTION 06-65**

**MOVED** by Councillor Braun

That the Terms of Reference for the Local Integrated Plan be approved as amended and presented.

**CARRIED**

**ADDITION**

**8.1d) Land Sale - Zama Tower Road Development**

Council discussed the sale of lots of Zama Tower Road during the 2006 budget talks. The MD will install water and sewer lines along the east side of the lots along Tower Road this year and charge the cost to the lots as frontage. A motion is required indicating what the lots will be sold for if the lots are to be sold at less than assessed value.

**MOTION 06-66**

Requires Unanimous Vote

**MOVED** by Councillor Neudorf

That the MD of Mackenzie subdivision lots east of Tower Road in Zama, namely Plan 962 4275, Block 18, Lots 1-6 and adjoining Lots 7-12 and Plan 962 4275, Block 4, Lot 29 be sold for \$1.00 per lot.

**CARRIED**

**8.2 a) Borrowing Bylaw 540/06 – Zama Tower Road Sewer Installation and Servicing**

**MOTION 06-67**

**MOVED** by Councillor Braun

That the funding for the approved 2006 Capital Zama Tower Road Sewer/Utility Connection project be amended as follows:

- \$275,000 by debenture, with cost recovery by imposing a local improvement charge; and
- \$35,000 from General Capital Reserve with the utility service connection fees imposed under Bylaw 548/06 placed back in to the General Capital Reserve upon collections.

**CARRIED**

**MOTION 06-68**

Bylaw 540/06  
First Reading

**MOVED** by Councillor Froese

That first reading be given to Bylaw 540/06, being a bylaw

**MUNICIPAL DISTRICT OF MACKENZIE NO. 23  
REGULAR COUNCIL MEETING  
DRAFT MINUTES  
Wednesday, February 8, 2006**

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authorizing a debenture borrowing in the amount of \$275,000 for Zama Tower Road Sewer Installation.

**CARRIED**

8.2 b) **Mackenzie Applied Research Association**

**MOTION 06-69**

**MOVED** by Councillor Froese

That \$30,000 operating grant budgeted in the 2006 operating budget for the Northern Peace Applied Research Association be forwarded to the Mackenzie Applied Research Association.

**CARRIED**

8.3 a) **Bylaw 545/06 – 101 Ave. La Crete Local Improvement**

**MOTION 06-70**

**MOVED** by Councillor Froese

That Councillor Braun be approved to attend the Open House for Bylaw 545/06 - 101 Ave. La Crete Local Improvement

**CARRIED**

**MOTION 06-71**

**MOVED** by Councillor Neudorf

That the attached local improvement plan for curb, gutter, and sidewalk along 101 Avenue from 102 Street to 107 Street in the Hamlet of La Crete be approved.

**CARRIED**

**MOTION 06-72**

Bylaw 545/06  
First Reading

**MOVED** by Councillor Neudorf

That first reading be given to Bylaw 545/06 being a bylaw to charge a local improvement cost for curb, gutter and sidewalk along 101 Avenue from 102 Street to 107 Street in the Hamlet of La Crete be approved.

**CARRIED**

8.3 b) **Bylaw 546/06 – Zama Sewer Main Local Improvement**

**MUNICIPAL DISTRICT OF MACKENZIE NO. 23**  
**REGULAR COUNCIL MEETING**  
**DRAFT MINUTES**  
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**MOTION 06-73**

**MOVED** by Councillor Braun

That the attached local improvement plan for sewer main along Tower Road from Wildcat Avenue to the north end Lot 29, Block 4, Plan 962 4275 in the Hamlet of Zama be approved.

**CARRIED**

**MOTION 06-74**

Bylaw 546/06  
First Reading

**MOVED** by Councillor Froese

That first reading be given to Bylaw 546/06 being a bylaw to approve a local improvement charge for a sewer main along Tower Road from Wildcat Avenue to the north end Lot 29, Block 4, Plan 962 4275 in the Hamlet of Zama be approved.

**CARRIED**

8.3 c)            **Bylaw 547/06 – Zama Water Main Local Improvement**

**MOTION 06-75**

**MOVED** by Councillor Braun

That the attached local improvement plan for a water main along Tower Road from Wildcat Avenue to Aspen Drive in the Hamlet of Zama be approved.

**CARRIED**

**MOTION 06-76**

Bylaw 547/06  
First Reading

**MOVED** by Councillor Froese

That first reading be given to Bylaw 547/06 being a bylaw to approve a local improvement charge for a water main along Tower Road from Wildcat Avenue to Aspen Drive in the Hamlet of Zama be approved.

**CARRIED**

8.3 d)            **Bylaw 548/06 Zama Service Connection Fee**

**MOTION 06-77**

Bylaw 548/06  
First Reading

**MOVED** by Deputy Reeve Sarapuk

That first reading be given to Bylaw 548/06 being a bylaw to approve a Service Connection Fee for Water and Sewer Service Connections on Tower Road from Wildcat Avenue to the North End of Lot 29, Block 4, Plan 962 4275 in the Hamlet of Zama be approved.

**MUNICIPAL DISTRICT OF MACKENZIE NO. 23**  
**REGULAR COUNCIL MEETING**  
**DRAFT MINUTES**  
Wednesday, February 8, 2006

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**CARRIED**

**8.3 e)           Bylaw 550/06 Fee Schedule**

**MOTION 06-78**

Bylaw 550/06  
First Reading

**MOVED** by Councillor Braun

That first reading be given to Bylaw 550/06 being a bylaw to establish a fee schedule for services.

**CARRIED**

**MOTION 06-79**

Bylaw 548/06  
Second Reading

**MOVED** by Councillor Neudorf

That second reading be given to Bylaw 550/06 being a bylaw to establish a fee schedule for services.

**CARRIED**

**MOTION 06-80**

Bylaw 548/06  
Consideration for Third Reading  
Requires Unanimous Consent

**MOVED** by Councillor Driedger

That consideration be given to go to third reading of Bylaw 550/06 being a bylaw to establish a fee schedule for services.

**CARRIED**

**MOTION 06-81**

Bylaw 548/06  
Third Reading  
Requires 2/3

**MOVED** by Deputy Reeve Sarapuk

That third reading be given to Bylaw 550/06 being a bylaw to establish a fee schedule for services.

**CARRIED**

**8.3 f)           Rosenberger Drainage – Lines 3 & 7**

**MOTION 06-82**

Rosenberger Drainage Lines 3 & 7  
Requires Unanimous Consent

**MOVED** by Deputy Reeve Sarapuk

That the 2006 capital budget be amended to include Rosenberger Drainage Lines 3 & 7 at a cost of \$494,755 with funding to come from a grant by Alberta Infrastructure and Transportation.

**CARRIED**

**8.3 g)           Street Light along 94 Ave – Ridgeview School**

**MUNICIPAL DISTRICT OF MACKENZIE NO. 23**  
**REGULAR COUNCIL MEETING**  
**DRAFT MINUTES**  
Wednesday, February 8, 2006

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**MOTION 06-83**  
Requires Unanimous Consent

**MOVED** by Councillor Braun

That the 2006 budget be amended to include 3 street lights along 94 Avenue in La Crete with a budget for \$13, 900 with funding to come from General Operating Reserve.

**CARRIED**

8.3 h) **Water Main Oversizing Payment**

**MOTION 06-84**

**MOVED** by Councillor Froese

That authorization be given for payment of \$793.80 to Peter Fehr for water main oversizing along 98<sup>th</sup> Avenue in La Crete, to be funded from the General Capital Reserve 97-760.

**CARRIED**

8.3 i) **Highway 697/88 Connector Intersection**

**MOTION 06-85**

**MOVED** by Councillor Neudorf

That a letter be written to MLA Frank Oberle requesting that paving of the Highway 697/Highway 88 Connector intersection slip ramp be included in the Highway 697 overlay project.

**CARRIED**

**MOTION 06-86**

**MOVED** by Councillor Neudorf

That administration be instructed to go ahead with modified option A2 as per Council discussion.

**CARRIED**

**IN CAMERA 15.1**

8.3 j) **2006 Gravel Crushing Contract**

This item was moved In Camera as it is a contract negotiation.

**ADDITION**

8.3k) **Wolf Bounty**

High Level rural is experiencing difficulty with the wolf population; the price of pelts is too low to encourage trapping to assist with the overpopulation. Council suggests that the Agricultural Services Board consider putting a local bounty on wolves.

**MUNICIPAL DISTRICT OF MACKENZIE NO. 23**  
**REGULAR COUNCIL MEETING**  
**DRAFT MINUTES**  
Wednesday, February 8, 2006

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**MOTION 06-87**  
Requires Unanimous Consent

**MOVED** by Councillor Braun

That the Agricultural Services Board investigates a local bounty on wolves to assist with current wolf overpopulation in this area.

**CARRIED**

8.4 a)        **AUMA – Ground Ambulance Stakeholder Consultation**

**MOTION 06-88**

**MOVED** by Councillor Braun

That the AUMA Ground Ambulance Consultation Stakeholder Consultation item be received for information

**CARRIED**

**ADDITION**

8.4b)        **Fire Invoice**

Administration will look into an invoice recently sent for a fire in 2004; the invoice had been paid.

8.5 a)        **Mackenzie Regional Library Board – Application**

**MOTION 06-89**

**MOVED** by Deputy Reeve Sarapuk

That Council appoints Anne Martens to a 3-year term on the MD of Mackenzie Regional Library Board.

**CARRIED**

**ACTION**  
**CORRESPONDENCE:**

9.1 a)        **Challenge North 2006 – Request for Sponsorship**

**MOTION 06-90**

**MOVED** by Deputy Reeve Sarapuk

That the MD of Mackenzie becomes a Gold Sponsor for Northern Alberta Development Council's 2006 Challenge North Conference.

**CARRIED**

9.1 b)        **Challenge North 2006 – Conference**

**MOTION 06-91**

**MOVED** by Councillor Braun

That Council be authorized to attend the NADC Challenge North 2006 Conference April 5 - 7 in High Level.

**MUNICIPAL DISTRICT OF MACKENZIE NO. 23  
REGULAR COUNCIL MEETING  
DRAFT MINUTES  
Wednesday, February 8, 2006**

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**CARRIED**

**9.2           Actions to Effective Communications Workshop**

**MOTION 06-92           MOVED by Councillor Braun**

That the Action to Effective Communication Workshop item be received for information.

**CARRIED**

**MOTION 06-93           MOVED by Councillor Braun**

That the Executive Assistant contacts the organizers of the Action for Effective Communication Workshop to plan a local workshop for the Mackenzie Region.

**CARRIED**

Reeve Neufeld called for a recess for lunch at 11:55 a.m.

**INFORMATION:           10.1           Development Permit Statistics Report**

**MOTION 06-94           MOVED by Councillor Neudorf**

That the development permit statistics report be received for information.

**CARRIED**

**10.2           Action List**

Discussion ensued about the pending honorarium review and the status of the report. This item shall be brought back to Council at the February 22, 2006 meeting.

An update was given with regard to the letter sent to the Northern Lights Health Authority, calling for a stockholder's meeting. A copy of the minutes will be forwarded to Council once the meeting is held. In addition, Council wishes to be copied on all Council correspondence sent out.

**MOTION 06-95           MOVED by Councillor Froese**

That the February 8, 2006 Action List be received for information.

**MUNICIPAL DISTRICT OF MACKENZIE NO. 23  
REGULAR COUNCIL MEETING  
DRAFT MINUTES  
Wednesday, February 8, 2006**

Page 13 of 16

**CARRIED**

**10.3            Dene Tha Council-to-Council Minutes 01/23/06**

Discussion took place about the distance from Hwy 58 to the intersection leading to Chateh; it is approximately 13 km. Dene Tha is requesting that this section be paved; the MD will consult with Alberta Infrastructure and Transportation about this.

A public meeting will be held on Feb. 23 at 1:00 p.m. at Chateh.

**MOTION 06-96**

**MOVED** by Councillor Neudorf

That the Minutes of the Dene Tha Council meeting Jan. 23/06 be accepted for information.

**CARRIED**

**See IN Camera 15.2**

**10.4            Mackenzie Housing Ministerial Order**

**INFORMATION  
CORRESPONDENCE:**

**11.1            Garden River Road Maintenance**

**MOTION 06-97**

**MOVED** by Councillor Braun

That the letter to Chief Floyd Noskiye of Little Red River Cree Nation from the Minister of Infrastructure and Transportation regarding Garden River Road maintenance be accepted as information.

**CARRIED**

**11.2            Board of Trade Annual General Meeting**

Any Council member wishing to attend may do so on his or her own.

**MOTION 06-98**

**MOVED** by Councillor Driedger

That the notice from the Fort Vermilion Board of Trade regarding the upcoming Annual General Meeting be accepted as information.

**CARRIED**

**NEW BUSINESS:**

**12.**            There was no item under this heading.



**MUNICIPAL DISTRICT OF MACKENZIE NO. 23**  
**REGULAR COUNCIL MEETING**  
**DRAFT MINUTES**  
Wednesday, February 8, 2006

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**NOTICES OF MOTION:** 13. There was no item under this heading.

**ROUND TABLE:** 14. Council Reports

Council briefly reviewed meetings and workshops, with Councillor Driedger describing the 3-day Emergency Services Workshop, Councillor Neudorf detailing the Agricultural Services Conference, Councillor Braun highlighting the Mighty Peace Tourism Conference, Deputy Reeve Sarapuk discussing the Land Use Initiative meeting and Reeve Neufeld outlining a number of additional meetings.

**MOTION 06-99** **MOVED** by Councillor Froese

That the Council reports be accepted as information.

**CARRIED**

**MOTION 06-100** **MOVED** by Councillor Braun

That the MD hosts a soup and sandwich lunch for the Mighty Peace Tourism Conference Annual General Meeting in La Crete; date to be determined.

**CARRIED**

**CONFIDENTIAL MATTERS:** 15. In Camera

**MOTION 06-101** **MOVED** by Councillor Neudorf

Time: 1:55 p.m. That Council goes In-Camera to discuss:

- 2006 Gravel Crushing Contract - Negotiations
- Mackenzie Housing Management Board
- Letter from Northern Sunrise County
- Cost Sharing with High Level
- Personnel

**CARRIED**

**MOTION 06-102** **MOVED** by Councillor Driedger

Time: 3:10 That Council comes out of Camera.

**CARRIED**

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

Wednesday, February 8, 2006

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**MOTION 06-103**

**MOVED** by Councillor Neudorf

That the 2006 Local Gravel Crushing & Stockpiling contract not be awarded, and further, that the Operations Committee look at alternatives.

**CARRIED**

**MOTION 06-104**

**MOVED** by Councillor Froese

That a letter be sent to Northern Sunrise County as directed by Council.

**CARRIED**

**MOTION 06-105**

**MOVED** by Councillor Neudorf

That a reply be sent to the Town of High Level agreeing to a Council-to-Council meeting with the Provincial mediator present, in order to discuss cost sharing.

**CARRIED**

**MOTION 06-106**

**MOVED** by Councillor Froese

That legal counsel be sought regarding the status of the Ministerial Order H002-2002 regarding the Mackenzie Housing Management Board.

**CARRIED**

**NEXT MEETING  
DATES:**

16. a) **Regular Meeting:**  
Wednesday, February 22, 2006  
6:00 p.m.  
Council Chambers, Fort Vermilion

**ADJOURNMENT:**

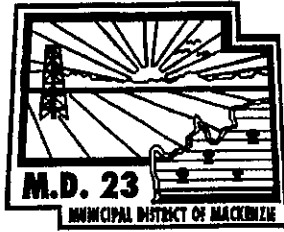
17. a) **Call for Adjournment**

**MOTION 06-107**

**MOVED** by Councillor Driedger

That the regular Council meeting of February 8, 2006 be adjourned.

Time: 3:15 p.m.



## M.D. of Mackenzie No. 23

### Request For Decision

Agenda Item # \_\_\_\_\_

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 22, 2006</b>
<b>Presented By:</b>	<b>Eva Schmidt, Planning Supervisor</b>
<b>Title:</b>	<b>Bylaw 557/06 Subdivision Cancellation Plan 032 1074, Block 1, Lot 1 on Part of NW 1-105-16-W5M</b>

#### BACKGROUND / PROPOSAL:

We received a request to cancel the subdivision for Part of NW 1-106-16-W5M (Plan 032 1074, Block 1, Lot 1) and in so doing revert back to one parcel.

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

A condition for this subdivision was for the applicant to construct an alternate access on NW 1-105-16-W5M to service the Sawmill, thereby keeping all Sawmill traffic off of the yardsite access. The applicant does not wish to change the access and so therefore wishes to cancel the subdivision and revert it back to the full quarter section.

#### **Municipal Government Act, Section 658**

##### **Cancellation of plan of subdivision**

**658(1)** On the application of one or more owners of a parcel of land in a plan of subdivision, a council may by bylaw order the plan cancelled, in whole or in part.

**(2)** A council may pass a bylaw under subsection (1) only with the consent of

- (a) the owners of the parcel of land in the plan of subdivision,
- (b) every person shown on the certificate of title of the land in the plan of subdivision as having an estate or interest in it, and
- (c) the Crown in right of Alberta, if the plan of subdivision shows a highway or road or other right of way vested in the Crown for which no certificate of title has been issued.

**(3)** A plan cancellation may not be effected only or primarily for the purpose of disposing of reserves.

<b>Author:</b> Marion Krahn, Development Officer
---

<b>Review Date:</b>
---------------------

<b>C.A.O.:</b>
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**COSTS / SOURCE OF FUNDING:**

All costs will be borne by the applicant.

**RECOMMENDED ACTION:**

**MOTION 1**

That first reading be given to Bylaw 557/06 to cancel subdivision Plan 032 1074, Block 1, Lot 1 on Part of NW 1-105-16-W5M.

**MOTION 2**

That second reading be given to Bylaw 557/06 to cancel subdivision Plan 032 1074, Block 1, Lot 1 on Part of NW 1-105-16-W5M.

**MOTION 3**

That consideration be given to go to third reading of Bylaw 557/06 to cancel subdivision Plan 032 1074, Block 1, Lot 1 on Part of NW 1-105-16-W5M at this time.

**MOTION 4**

That third reading be given to Bylaw 557/06 to cancel subdivision Plan 032 1074, Block 1, Lot 1 on Part of NW 1-105-16-W5M.

<b>Author:</b> Marion Krahn, Development Officer	<b>Review Date:</b>	<b>C.A.O.:</b> 
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**BYLAW NO. 557/06**

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

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

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

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

1. Plan 032 1074, Block 1, Lot 1 on Part of Meridian 5 Range 16 Township 105 Section 1 Quarter North West excepting thereout all mines and minerals.

First reading given on the \_\_\_\_\_ day of \_\_\_\_\_, 2006.

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

\_\_\_\_\_  
Executive Assistant

Second Reading given on the \_\_\_\_\_ day of \_\_\_\_\_, 2006.

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

\_\_\_\_\_  
Executive Assistant

Third Reading and Assent given on the \_\_\_\_\_ day of \_\_\_\_\_, 2006.

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

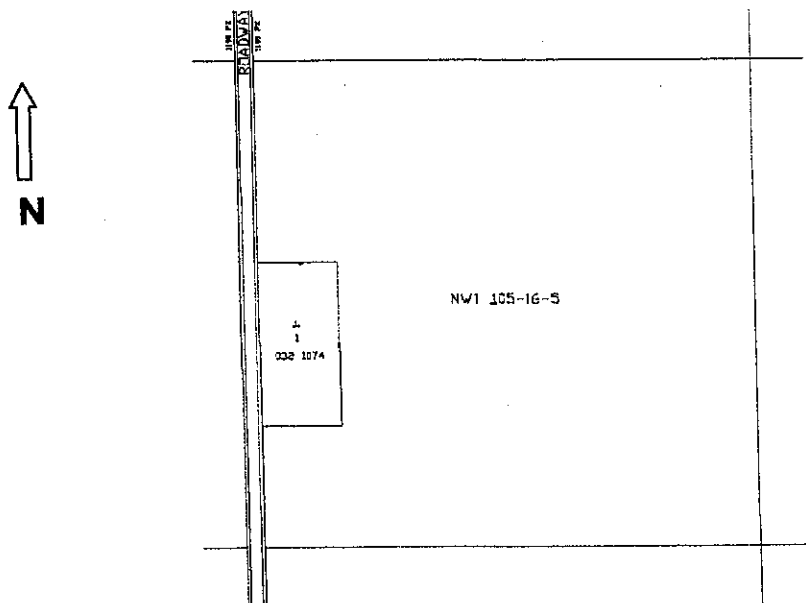
\_\_\_\_\_  
Executive Assistant

**BYLAW No. 557/06**

**SCHEDULE "A"**

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

Plan 032 1074, Block 1, Lot 1 on NW 1-105-15-W5M be cancelled.



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

\_\_\_\_\_  
Christine Woodward, Executive Assistant

EFFECTIVE THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2006.

*Crestview Sawmills Ltd.*

*P. O. Box 1779*

*La Crete, Alberta T0H 2H0*

February 7, 2006

Municipal District of Mackenzie #23  
Box 1640  
La Crete, AB T0H 2H0

Dear Sir:

I hereby request that you cancel the subdivision approval for

PLAN 032 1074 BLOCK 1 LOT 1

which is part of the property legally described as follows:

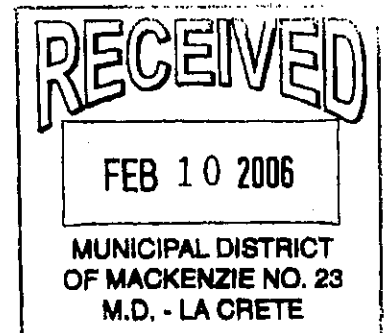
MERIDIAN 5; RANGE 16; TOWNSHIP 105; SECTION 1, QUARTER NORTH WEST .

This cancellation is required in order for us to apply for a consolidation of the titles for these two parcels of Land.

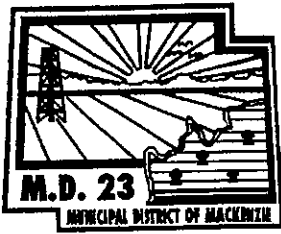
Sincerely,



David Loewen







# M.D. of Mackenzie No. 23

## Request For Decision

Agenda Item # \_\_\_\_\_

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 22, 2006</b>
<b>Presented By:</b>	<b>Eva Schmidt, Planning Supervisor</b>
<b>Title:</b>	<b>Bylaw 553/06 Land Use Bylaw Amendment Rezone Part of NE 6-106-15-W5M From Agricultural District 1 "A1" to Rural Country Residential District 3 "RC3"</b>

### BACKGROUND / PROPOSAL:

We received a request to rezone Part of NE 6-106-15-W5M from Agricultural District 1 (A1) to Rural Country Residential District 3 (RC3) to allow for multi-lot country residential development.

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The applicant believes that the subject property would be suitable for rural country residential development as it would accommodate large families and owner businesses.

The subject property is a quarter section immediately west and adjacent to the Deutchland Developments, which is a multi-lot country residential subdivision west of La Crete. The subject property is in close proximity of Linton Lake and would, therefore, be sent to Alberta Environment and be required to complete a percolation test to ensure the land can handle that amount of private sewage disposal. Added traffic on the municipal road should also be taken into consideration.

### **7.32 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**

<b>Author:</b> Marion Krahn, Development Officer	<b>Review Date:</b>	<b>C.A.O.:</b> 
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- (1) Modular home
- (2) Mobile home.
- (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.
- (10) Intensive recreation use.

**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:  
41.1 metres (135 feet) from right of way.

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

**E. MINIMUM SIDE YARD SETBACK**

7.6 metres (25 feet) from property line, or

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

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

**F. MINIMUM REAR YARD SETBACK**

7.6 metres (25 feet), or

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

**G. MAXIMUM SHOP SIZE**

<p><b>Author:</b> Marion Krahn, Development Officer</p>	<p><b>Review Date:</b></p>	<p><b>C.A.O.:</b> </p>
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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) All mobile homes to be factory built with walls of pre-finished baked enamel aluminium siding, vinyl siding or the equivalent and peaked shingled roof, to the satisfaction of the Development Officer.
- (3) If mobile homes are placed upon a basement, solid footings and concrete or wood block foundation wall or skirting should be required so that the appearance, design and construction will compliment the mobile home. The undercarriage of the mobile home shall be screened from view.
- (4) All ancillary structures to mobile homes, such as patios, porches, additions, etc., shall be factory prefabricated units, or of a quality equivalent thereto, so that the appearance, design and construction will compliment the mobile home.
- (6) 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.

#### J. REZONING REQUIREMENTS

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

<b>Author:</b> Marion Krahn, Development Officer	<b>Review Date:</b>	<b>C.A.O.:</b> 
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- (c) The subdivision must have legal access that meets Municipal District of Mackenzie standards.
  - (d) Where the existing municipal road is not up to the standard required for the parcel, a road request or upgrade must be part of the subdivision application.
2. Once approval has been granted, the developer shall have a period of one (1) year, or as required by the Development Authority, to develop the subdivision including, but not limited to, the installation of utilities, roads and plan registration.

**K. SUBDIVISION REQUIREMENTS**

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

**L. ON-SITE PARKING**

In accordance to Section 4.28 of this Bylaw.

**M. LANDSCAPING**

In accordance to Section 4.23 of this Bylaw.

**COSTS / SOURCE OF FUNDING:**

<b>Author:</b> Marion Krahn, Development Officer	<b>Review Date:</b>	<b>C.A.O.:</b> 
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All costs will be borne by the developer.

**RECOMMENDED ACTION:**

That first reading be given to Bylaw 553/06 to rezone Part of NE 6-106-15-W5M from Agricultural District 1 "A1" to Rural Country Residential District 3 "RC3".

<b>Author:</b> Marion Krahn, Development Officer	<b>Review Date:</b>	<b>C.A.O.:</b> 
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**BYLAW NO. 553/06**

**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 a rural 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 NE 6-106-15-W5M, in the Municipal District of Mackenzie No. 23 be amended from Agricultural District 1 "A1" to Rural Country Residential District 3 "RC3", as outlined in Schedule "A".

First Reading given on the \_\_\_\_\_ day of \_\_\_\_\_, 2006.

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

\_\_\_\_\_  
Christine Woodward, Executive Assistant

Second Reading given on the \_\_\_\_\_ day of \_\_\_\_\_, 2006.

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

\_\_\_\_\_  
Christine Woodward, Executive Assistant

Third Reading and Assent given on the \_\_\_\_\_ day of \_\_\_\_\_, 2006.

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

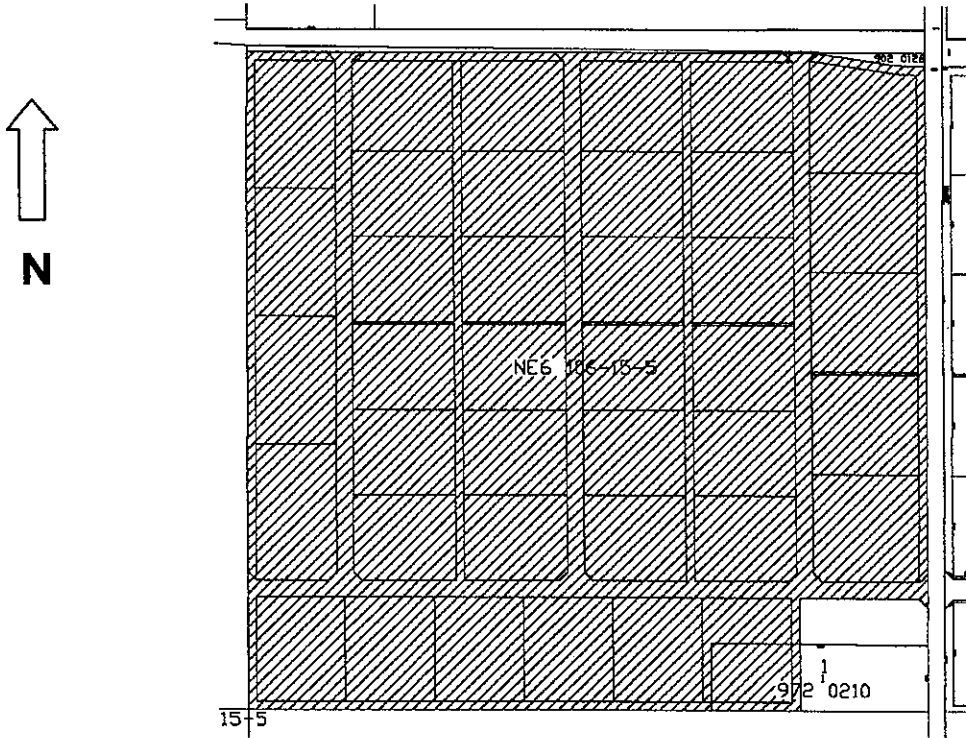
\_\_\_\_\_  
Christine Woodward, Executive Assistant

**BYLAW No. 553/06**

**SCHEDULE "A"**

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

Part of NE 6-106-15-W5M be rezoned from Agricultural District 1 "A1" to Rural Country Residential 3 District "RC3".

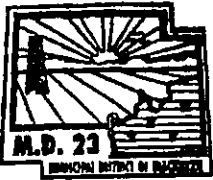


\_\_\_\_\_  
Bill Neufeld, Reeve

\_\_\_\_\_  
Christine Woodward, Executive Assistant

EFFECTIVE THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2006.





# LAND USE BYLAW AMENDMENT APPLICATION

APPLICATION NO. \_\_\_\_\_

NAME OF APPLICANT Doves Excavating Ltd		
ADDRESS Box 482		
TOWN La Crete, AB		
POSTAL CODE T0H 2H0	PHONE (RES.) 928-3866	BUS. COU 926-0319

COMPLETE IF DIFFERENT FROM APPLICANT		
NAME OF REGISTER OWNER Jake + Joyce Fehr		
ADDRESS Box 652		
TOWN La Crete, AB		
POSTAL CODE T0H 2H0	PHONE (RES.) 928-3865	BUS. 928-3337

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

QTR./S. NE	SEC. 6	TWP 106	RANGE 15	M 5	OR	PLAN	BLK	LOT
---------------	-----------	------------	-------------	--------	----	------	-----	-----

### LAND USE CLASSIFICATION AMENDMENT PROPOSED:

FROM: 21 TO: RC3

### REASONS SUPPORTING PROPOSED AMENDMENT:

More residential areas needed for large families and owner businesses.

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

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

[Signature]  
APPLICANT

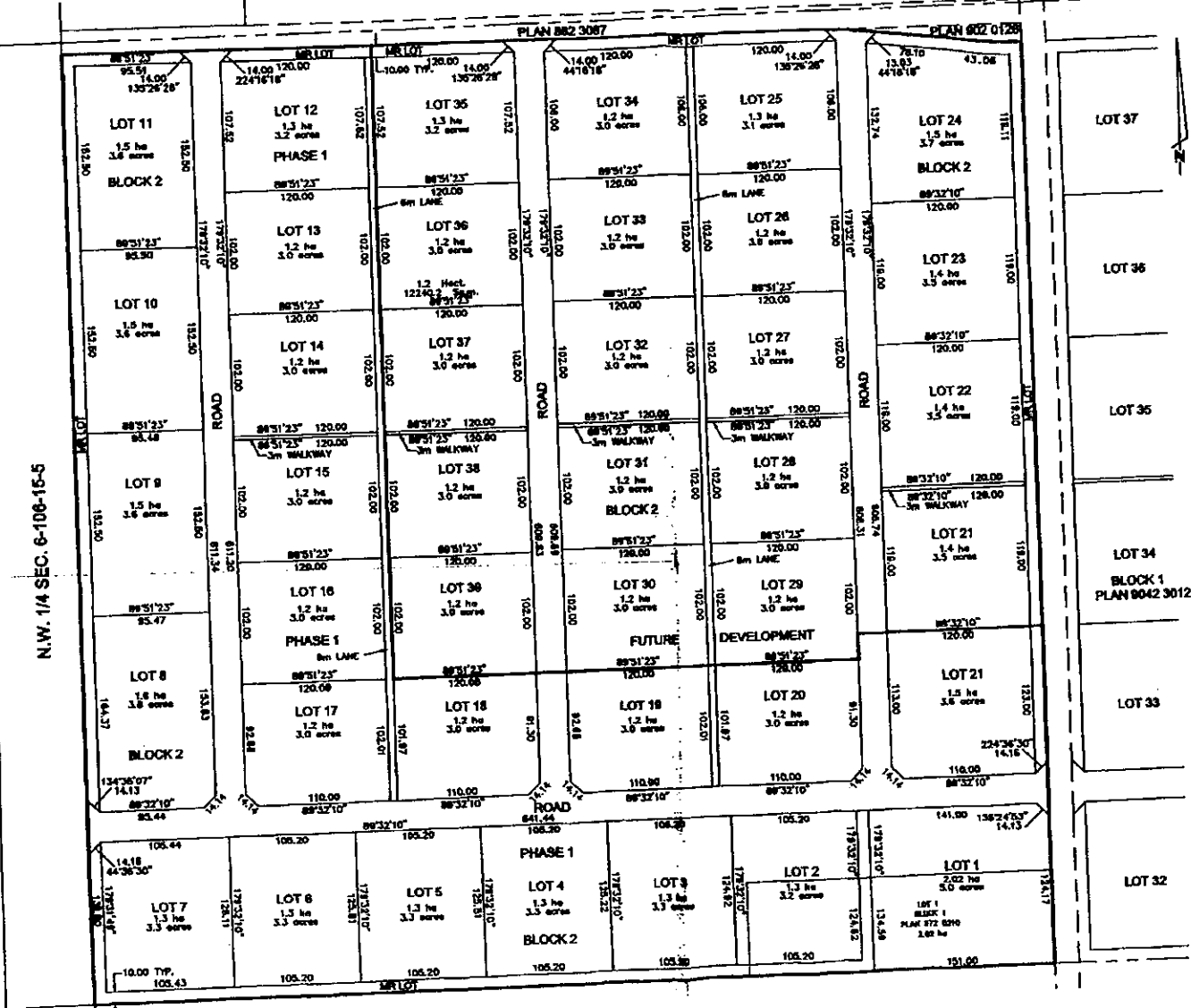
January 31, 2006  
DATE

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

[Signature]  
REGISTERED OWNER

January 31, 2006  
DATE

N.W. 1/4 SEC. 6-106-15-5



SUBDIVISION AUTHORITY  
 MUNICIPAL DISTRICT  
 OF MACKENZIE No. 23  
 FILE No.:

- LEGEND:**
- Dimension shown are in metres and decimals thereof.
  - Boundary shown that:
  - existing Area: 68.24 ha, 168.33 acres.
  - Phase 1 area: 3463 ha, 8532 Acres.
  - Road area: 423 ha, 1039 Acres.
  - Lane area: 0.46 ha, 1.09 Acres.
  - 1st area: 3.74 ha, 9.2 Acres.
  - Walkway area: 0.04 ha, 0.10 Acres.

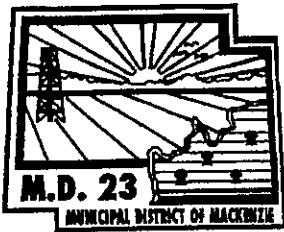
- ABBREVIATIONS:**
- In: Indian Indenture.
  - M, E, S, & G: Indian Metre, East, South & West.
  - Sec: Indian Section.
  - Top: Indian Township.
  - Rgn: Indian Range.
  - H: Indian Half-Block.
  - P.M.: Indian Parcel Map Foot.
  - In: Indian Indenture.
  - Area: Indian Area Indenture.
  - 60: Indian Field.

**NOTES**

4				
3				
2				
1	Pub. 70, 2006	1/28/08		
No.	Date	Revision / Issued	By	App.

**TENTATIVE PLAN**  
 SHOWING PROPOSED  
 SUBDIVISION OF LOT 1, BLOCK 1, PLAN 842 0210  
 AND PART OF  
 N.E. 1/4 SEC. 6, TWP. 106, RGE. 15, W. 5th M.  
 MUNICIPAL DISTRICT OF MACKENZIE No. 23  
 ALBERTA  
 2886

SCALE 1:2880



# M.D. of Mackenzie No. 23

## Request For Decision

Agenda Item # \_\_\_\_\_

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 22, 2006</b>
<b>Presented By:</b>	<b>Eva Schmidt, Planning Supervisor</b>
<b>Title:</b>	<b>Appointments to the Municipal Planning Commission</b>

### BACKGROUND / PROPOSAL:

When the Municipal Planning Commission was formed it was determined that it be contrived of two councillors and three members of the public. The positions for members of the public were temporarily filled by Councillors until applications were received and individuals had been appointed. Upon advertisement we have received five applications from community members.

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Manfred Gross has resided in the Fort Vermilion area for the past eight years, presently making his home North of the Peace River on SW 5-109-12-W5M. He was previously involved in the Ad-Hock Alfalfa Producers Group in southern Alberta, in a Church Parrish in Bow Island where he served as Chairman and in United Farmers of Alberta, Unifarm and in a community hall in Brudett, Alberta.

Daryl Zielsdorf has been a resident of the Fort Vermilion area for thirty years and has a background in the greenhouse business and farming. Daryl is retired and feels that he would have the necessary time to devote to this position.

Larry Neufeld is a resident of La Crete with a background in funding both commercial and residential subdivisions in La Crete and Grande Prairie. In the past he was a member at large for the Upper Hay Sport Fishing and Hunting Advisory committee and is currently a member of the Caribou Mountains Wildland Management Plan Advisory Committee. He believes that he would bring common sense decision making to the commission, providing a winning situation for both the residents and the Municipality.

Jack Eccles has been a resident of the area for the past twenty three years, currently residing near the Hamlet of La Crete. He expresses an interest in the continued orderly development in the region and believes that his experience in the Real Estate and Sales

<b>Author:</b> Marion Krahn, Development Officer
---

<b>Review Date:</b>
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<b>C.A.O.:</b>
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industry could be an asset to understanding the unique challenges that accompany development.

David Driedger has been involved in Real Estate Sales for ten years, his position ending in March of 2005. He believes that his involvement in preparing and assisting with subdivisions has provided him with hands on experience in both the zoning and development processes.

The above mentioned applicants were presented to the current Municipal Planning Commission members on February 14, 2006. The recommendation of the Municipal Planning Commission is to appoint Manfred Gross, Daryl Zielsdorf and Jack Eccles.

**RECOMMENDED ACTION:**

**Motion 1**

That \_\_\_\_\_, \_\_\_\_\_, and \_\_\_\_\_ be appointed as public members to the Municipal Planning Commission.

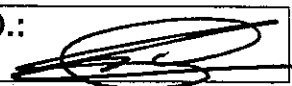
**Motion 2**

That Councillors \_\_\_\_\_, and \_\_\_\_\_ be appointed to the Municipal Planning Commission.

**Author:**  
Marion Krahn, Development Officer

**Review Date:**

**C.A.O.:**



**Jack A. Eccles, CRA**

February 1, 2006

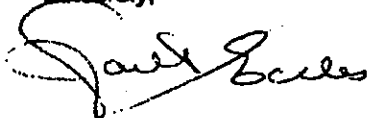
Eva Schmidt, Planning Supervisor  
Municipal District of Mackenzie # 23  
Box 1690  
La Crete, Alberta T0H 2H0

Dear Eva:

Re: Municipal Planning Commission

Please accept this as my application for appointment to the Municipal Planning Commission. I have been a resident of the area for twenty-three years and have a interest in the continued orderly development of our region. My experience in Real Estate Appraisal and Sales may be an asset in understanding the unique challenges that accompany development.

Sincerely,



Jack A. Eccles

Larry Neufeld

Feb 3, 2006

Municipal District of MacKenzie# 23  
PO Box 1690  
LaCrete, Alberta  
T0H 2H0

Att: Eva Schmidt  
Planning Supervisor

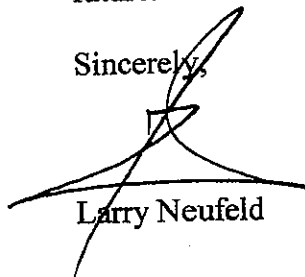
Re: Municipal Planning Commission  
Appointments

Further to your advertisement seeking appointments to the above commission, please accept this letter as application to the above Planning Commission.

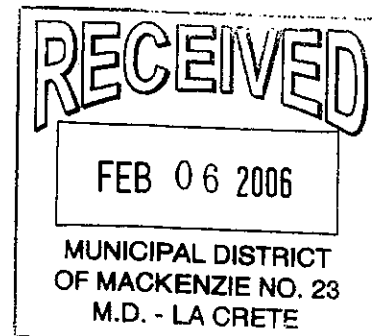
I have helped to fund clients who have been involved in both commercial and residential subdivisions here in La Crete and in Grande Prairie and am aware of some of the processes and issues they have faced. I can bring to the commission common sense decision making, providing a win win situation for resident and the Municipality. I was a past member at large of the Upper Hay Sport Fishing and Hunting Advisory committee (MD # 23) and currently I sit on the Caribou Mountains Wildland Management Plan Advisory Committee.

Thank you for your consideration and I look forward to hearing from you in the near future.

Sincerely,



Larry Neufeld



**Eva Schmidt**

---

**From:** Daryl Zielsdorf  
**Sent:** Friday, February 10, 2006 2:36 PM  
**To:** Eva Schmidt  
**Subject:** Municipal Planning Commission

I would like to let my name stand for one of the positions on the Planning Commission board. I have lived in the Fort Vermilion area for some 30 years now. Over the years we have operated a farm and various businesses. At this time I have retired from farming and our greenhouse business and would have the necessary time to devote to the planning board.

Regards  
Daryl Zielsdorf  
Fort Vermilion.

2/10/2006

**Eva Schmidt**

**From:**

**Sent:** Monday, February 13, 2006 8:23 AM

**To:** Eva Schmidt

**Subject:** Municipal Planning Commission

Hello Eva,

I would like to let my name, Manfred Gross, stand for one of the positions on the Municipal Planning Commission Board. I live on the north side of the Peace River at . and have been in the area for the past 8 years.

In the past in southern Alberta I was involved in a ad-hock alfalfa producers group. I also was Chairman of our local church Parrish in Bow Island for three years. I have been involved with UFA and Unifarm and the local community hall in Burdett, Alberta.

My phone # is . and mailing address is

Please call if you need any more information.

Regards,

Manfred Gross



## Eva Schmidt

---

**From:** David Driedger [ ]  
**Sent:** Monday, January 23, 2006 1:42 PM  
**To:** eschmidt@md23.ab.ca  
**Subject:** Municipal Planning Commission

In response to your advertisement in the Northern Pioneer I would like to apply for appointment to the Municipal Planning Commission.

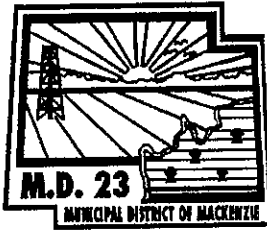
I believe I could contribute to the processes involved with the duties and functions of the Commission. As you are aware, I was a Realtor for 10 years ending in March of 2005. Having been involved with the developers in preparing and advising on Lot sub-divisions in the past, I have had a hands-on experience with some of the zoning and development processes in the past.

As I am no longer involved in the Real Estate market there would be no conflict of interest and yet I believe I could still contribute in a positive way.

Feel free to contact me at home.

David W. Driedger

Don't just Search. Find! <http://search.sympatico.msn.ca/default.aspx> The new MSN Search!  
Check it out!



## M.D. of Mackenzie No. 23

### Request For Decision

Agenda Item # \_\_\_\_\_

<b>Meeting:</b>	Regular Council Meeting
<b>Meeting Date:</b>	February 22, 2006
<b>Presented By:</b>	Eva Schmidt, Planning Supervisor
<b>Title:</b>	Four Mile Road East of High Level

#### BACKGROUND / PROPOSAL:

Ray, Paul and I met with Dene Tha administration and Barb Stach of Indian and Northern Affairs Canada (INAC) to discuss the four mile road east of High Level. This road was not built within the road allowance but immediately adjacent to it.

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

Various options were discussed, the first choice being to leave the road as is and work with the Dene Tha and INAC to turn the road over to provincial or municipal control. Barb Stach advised that the province's request that this become a municipal road is very unusual as the federal government usually deals with the provincial government and not with a municipality regarding road issues. Issues to consider are:

- utility rights-of-way
- negotiations for the 5.23 hectares of land removed from the Reserve
- taxes on the land lost to the Reserve
- lengthy process, approximate 2 to 3 years; surveying agreement with INAC states that they have one year to produce a survey
- negotiations would require a referendum of the Dene Tha Band including Bushe River, Assumption, and Meander Reserves
- requires an Order in Council which takes at least 4 months

The second choice would be to construct a second road within the road allowance. This would be more expensive but more timely. Issues to consider:

- existing utilities
- negotiations for reclamation of the existing road to it's original state

A meeting needs to be scheduled with the Minister of Infrastructure and Transportation or his Assistant Deputy Minister to discuss the protocol of negotiations between federal and municipal governments versus federal and provincial governments.

<b>Author:</b> Eva Schmidt, Planning Supervisor	<b>Review Date:</b>	<b>C.A.O.:</b> 
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**COSTS / SOURCE OF FUNDING:**

Costs to be negotiated.

**RECOMMENDED ACTION:**

That a letter be written to the Minister of Infrastructure and Transportation to schedule a meeting with either the Minister or his Assistant Deputy Minister to discuss the protocol of negotiations between federal and municipal governments versus federal and provincial governments regarding the four mile road along Highway 58, east of High Level.

<b>Author:</b> Eva Schmidt, Planning Supervisor	<b>Review Date:</b>	<b>C.A.O.:</b> 
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# BUSHE RIVER INDIAN RE

ROAD PLAN 1839 LZ

Fd.I. NE 36  
c.s. 0.4

See Detail A

GOVERNMENT ROAD ALLOWANCE

PLAN 842 1009

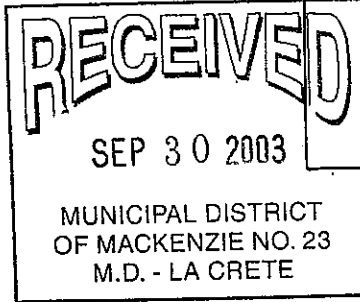
ASCM  
397828

Fd.I. R.16  
Mp. 0.3N  
c.s. 0.4

ROAD PLAN 1325 LZ

Fd.I. NE 36, c.a. 0.4  
Mp. 0.3N

LOT 1  
BLOCK 1  
PLAN 982 4358



ASCM  
397828

Detail A  
Not to scale

Fd.I. R.16  
Mp. 0.3N

*LOCATION OF ROAD BED.* N.W. 1/4 SEC 31-109-18-5

GOVERNMENT ROAD ALLOWANCE

P.I.I. Mp. 0.3SW 190.20

LOT 1  
BLOCK 2  
(2.58 ha.)

P.I.I. Mp. 0.3NW 190.20

LOT 2  
BLOCK 2  
(2.58 ha.)

Fd.I., E1/4, 36  
Mp. 0.3E

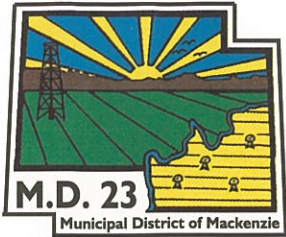
P.I.I. Mp. 0.3NW

P.I.I. Mp. 0.3NW

31  
109-18

20.12  
89° 58' 45"

89° 58' 45"



**Municipal District of Mackenzie No. 23**  
P. O. Box 640, Fort Vermilion, AB T0H 1N0  
Phone (780) 927-3718 Fax (780) 927-4266

February 22, 2006

Honourable Lyle Oberg  
Minister of Transportation and Infrastructure  
#408 Legislature Building  
10800 – 97 Avenue  
Edmonton AB T5K 2B6

Dear Mr. Oberg:

### **Four Mile Road Along Highway 58 East of High Level**

The MD of Mackenzie and the Dene Tha First Nations are trying to resolve the issue of Four Mile road, located off of Highway 58 and east of the Town of High Level. This road was constructed west of, and immediately adjacent to, the road allowance running along the west side of NW 31-109-18-W5M. (see attached map) It would seem that the road was constructed on the wrong side of the survey pins, resulting in the existing road being located on the Bushe River Indian Reserve instead of the government road allowance. Both the Dene Tha First Nations and the Municipal District of Mackenzie would like to resolve this error.

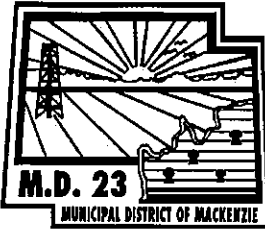
We have been advised by INAC administration, Barb Stach, that the protocol for this type of situation is that the federal and provincial governments would resolve the issue. In this case, your Peace River office has indicated that the road issue be resolved between the federal and municipal government. INAC has advised that this is highly unusual and it is only the Peace River office that is requesting this procedure, this has never been done before. As roads are owned by the provincial government it seems odd that the onus is being put on the municipality to resolve the issue.

We would like to meet with you or your Assistant Deputy Minister to discuss the protocol for negotiations to resolve this road issue.

Yours truly,

Bill Neufeld  
Reeve

Enclosure



## M.D. of Mackenzie No. 23

### Request For Decision

Agenda Item # \_\_\_\_\_

<b>Meeting:</b>	Regular Council Meeting
<b>Meeting Date:</b>	February 22, 2006
<b>Presented By:</b>	Joulia Whittleton, Director of Corporate Services
<b>Title:</b>	Borrowing Bylaw 541/06 – Zama Wastewater System Upgrade

#### BACKGROUND / PROPOSAL:

Council approved \$4,000,000 in the 2006 Capital Budget for the Zama Wastewater System Upgrade project. \$3,000,000 will be funded by grant under the AB Water and Wastewater Program. \$1,000,000 is to be borrowed.

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

This bylaw received its first reading January 10<sup>th</sup>, 2006. The bylaw was publicly advertised for two weeks. We received no objections to this bylaw.

#### COSTS / SOURCE OF FUNDING:

A budget for annual interest and principle payments will be included in the MD's annual operating budget once the borrowing is made.

#### RECOMMENDED ACTION:

##### Motion 1: Requires 2/3

That second reading be given to Bylaw 541/06, being a bylaw authorizing a debenture borrowing in the amount of \$1,000,000 for the Zama Wastewater Upgrade project.

##### Motion 2: Requires 2/3

That third reading be given to Bylaw 541/06, being a bylaw authorizing a debenture borrowing in the amount of \$1,000,000 for the Zama Wastewater Upgrade project.

<b>Author:</b> YW	<b>Review Date:</b> 	<b>C.A.O.:</b> 
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**BYLAW NO. 541/06**  
**BEING A BYLAW OF THE**  
**MUNICIPAL DISTRICT OF MACKENZIE NO. 23**  
  
(hereinafter referred to as "the Municipality")  
**IN THE PROVINCE OF ALBERTA**

**This bylaw authorizes the Council of the Municipality to incur indebtedness by the issuance of debenture(s) up to a maximum of \$1,000,000, for the purpose of financing the upgrade of the Zama Wastewater System.**

**WHEREAS**, the Council of the Municipality has decided to issue a by-law pursuant to Section 258 of the *Municipal Government Act* to authorize the financing, undertaking and completion of the upgrade of the Zama Wastewater System as approved by Council in capital expenditures; and

**WHEREAS**, plans and specifications have been prepared and the total cost of the project is estimated to be \$4,000,000; and

**WHEREAS**, in order to complete the project it will be necessary for the Municipality to borrow the sum of \$1,000,000 for a period not to exceed 10 years, from the Alberta Capital Finance Authority or another authorized financial institution, by the issuance of debentures and on the terms and conditions referred to in this bylaw; and

**WHEREAS**, The estimated lifetime of the project financed under this by-law is equal to, or in excess of 10 years; and

**WHEREAS**, the principal amount of the outstanding debt of the Municipality at December 31, 2004 is \$8,024,843.59 and no part of the principal or interest is in arrears; and

**WHEREAS**, all required approvals for the project have been obtained and the project is in compliance with all *Acts* and *Regulations* of the Province of Alberta.

**NOW, THEREFORE, THE COUNCIL OF THE MUNICIPALITY DULY ASSEMBLED, ENACTS AS FOLLOWS:**

1. That for the purpose of completing the upgrade of the Zama Wastewater System the sum of ONE MILLION DOLLARS (\$1,000,000) be borrowed from the Alberta Capital Finance Authority or another authorized financial institution by way of debenture on the credit and security of the Municipality at large.
2. The proper officers of the Municipality are hereby authorized to issue debenture(s) on behalf of the Municipality for the amount and purpose as authorized by this by-law, namely the upgrade of the Zama Wastewater System.
3. The Municipality shall repay the indebtedness according to the repayment structure in effect, namely annual or semi-annual equal payments of combined principal and interest instalments not to exceed TEN (10) years calculated at a rate not exceeding the interest rate fixed by the Alberta Capital Finance Authority or another authorized financial institution on the date of the borrowing, and not to exceed TEN (10) percent.
4. The Municipality shall levy and raise in each year municipal taxes sufficient to pay the indebtedness.
5. The indebtedness shall be contracted on the credit and security of the Municipality.
6. The net amount borrowed under the by-law shall be applied only to the project specified by this by-law.
7. This by-law comes into force on the date it is passed.

First Reading given on the 10th day of January, 2006.

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

\_\_\_\_\_  
 C. Woodward, Executive Assistant

Second Reading given on the     day of                     , 2006.

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

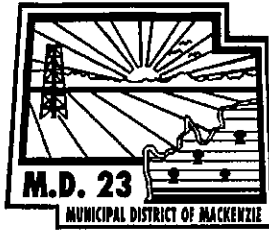
\_\_\_\_\_  
 C. Woodward, Executive Assistant

Third Reading and Assent given on the     day of                     , 2006.

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

\_\_\_\_\_  
 C. Woodward, Executive Assistant





## M.D. of Mackenzie No. 23

### Request For Decision

Agenda Item # \_\_\_\_\_

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 22, 2006</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Director of Corporate Services</b>
<b>Title:</b>	<b>Draft of Operating Grant Agreement with the La Crete Agricultural Society</b>

#### **BACKGROUND / PROPOSAL:**

Council has been considering entering into a funding agreement with the La Crete Agricultural Society (LCAS). As per discussions during the 2006 budget deliberations, consideration was to be given to fund only conventional utilities.

A delegation from the La Crete Saw Mills attended Council meeting on January 25<sup>th</sup>, 2006. Council requested that the LCAS presents an analysis regarding using pellets to heat the La Crete Heritage Centre.

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

Administration sent a letter requesting information as per council direction and the draft agreement to the LCAS for their review. Since then we received a letter describing how the decision to install a pellet boiler was made. The letter and other pellet documentation received from the LCAS are attached.

Although the presented LCAS documentation states that there are considerable savings from using pellets system verses natural gas system, there is no way of monitoring a reasonability of pellet usage. Pellets are currently being delivered at a cost of \$90/tonne (includes \$10/tonne delivery charge). A delivery is made upon LCAS request; pellet hauling record is completed upon delivery; and the LCAS receives an invoice based on the hauling record.

Please note that administration was contacted by the LCAS after they had a chance to review the proposed draft agreement. The LCAS requested a change to the section 4.2 to reflect the following:

- ✓ The LCAS offers unlimited access to the Facility by the Municipality at no cost or expense as long as it doesn't interfere with prior bookings of the Facility.

<b>Author:</b> YW	<b>Review Date:</b> 	<b>C.A.O.:</b> 
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**Option 1:**

Include only conventional utilities in the funding agreement with all services being tied and metered to the La Crete Heritage Centre Facility.

**Option 2:**

Include conventional utilities and pellet costs in the funding agreement. If Council decides to include the pellets in the funding agreement, a reimbursement for pellets costs could be capped at a current price of \$80 per tonne. A summary of pellet usage report should be prepared and reviewed on annual basis for comparison and usage reasonability purposes.

**COSTS / SOURCE OF FUNDING:**

Annual Operating Budget

**RECOMMENDED ACTION:**

**Motion1:** requires 2/3

**Option1:**

That the Municipality enters into the operating funding agreement with the La Crete Agricultural Society and that only conventional utilities be included in this agreement.

<b>Author:</b> YW	<b>Review Date:</b>	<b>C.A.O.:</b>
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La Crete Agricultural Society  
Box 791  
La Crete, Alberta  
T0H 2H0

January 31, 2006

M.D. of Mackenzie #23  
Box 640  
Fort Vermilion, Alberta  
T0H 1N0

Dear Joulia,

Thank you for the opportunity to allow us to share information on wood pellet heating and our decision to install pellet heating in the La Crete Heritage Center. When the La Crete Agricultural Society started planning the construction on the Center we wanted it to be a community project with community support. Raising the money for construction was the biggest hurdle but ongoing operating costs were also considered. The wood pellet heating is a new way of thinking but research shows there are long-term savings on heating costs and benefits to the environment. A federal government grant (REDI) assists with the cost of the bio mass heating system, a commitment from La Crete Sawmills to donate the pellet boiler brought the purchasing price of the combined pellet / gas heat system into the same price range as a total gas system. As a building committee we believed there were benefits to installing the combined pellet and gas system. The combined system gave us an alternative if the cost of either heating source escalated, or was not available and we were supporting a community industry that supports the local economy and could be instrumental in future growth in the sawmills industry.

In your memo you are asking for an analysis and details in advantages in heating with wood pellets.

Wood pellets are 100% natural and have no binders in them other than the natural ones found in the wood fiber. They are made up of the waste from the mill that would have otherwise gone into the beehive burner. These pellets are locally made and produced, by La Crete Sawmills Ltd. in La Crete.

Some of the advantages we have from heating with wood pellets are:

1. Cost less than fossil fuels (to date have not been undersold)
2. Environmentally friendly fuel, no harmful residues
3. CO2 neutral
4. Renewable resource
5. Readily available in our community
6. We support our community and a major employer in our area.
7. Also, see attached supporting documentation.

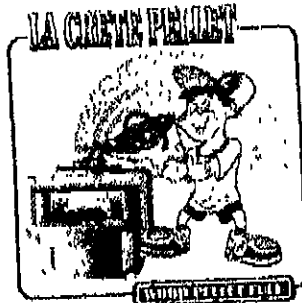
As far as tracking pellet flow, the boiler is the only unit able to utilize pellets and therefore is the only place they are being used. We monitor the hopper and when needed we call La Crete Sawmills; they deliver into the hopper bin. Pellets are sold by weight and we are invoiced by the tonne; see attached delivery slip and supporting invoice. Volumes used at this time are unknown as many factors will contribute to this; weather, how much gas is used, amount of use of the facility. As for controls and procedures only the boiler can utilize the wood pellets, the boiler is set up to heat only in the Center so there would be no use of the pellets outside of the Center.

The La Crete Agricultural Society is thankful for the support that the Council Members of M.D. 23 have given to the La Crete Heritage Centre, the \$200,000.00 grant money and the commitment to assist with utility cost for 5 years are recognized as very significant contributions. As you are all well aware the next 10 years will be a challenge as the debt on the Heritage Center is substantial, any amounts of assistance will be greatly appreciated by the La Crete Agricultural Society members and will help lower the burden of support needed from the community.

If there is any further information we can provide to assist the Council Members in giving consideration to wood pellets as a utility cost please call me at 928-4349 or 841-4513.

Thank you,

Helen Braun  
La Crete Ag Society



**Manufactured By:**  
**LA CRETE SAWMILLS LTD.**  
 Box 1090, Hwy. 697 South  
 La Crete, AB  
 T0H 2H0  
 Phone: (780)928-2282  
 Email: office@lacretesawmills.com  
 Website: www.lacretesawmills.com

**Pellet Hauling Record**

Trucking Company: LCSM Trailer #: \_\_\_\_\_  
 Driver: D. FROESE Destination: HERITAGE SITE  
 Date: 12/05/05

**Product**

- Pellet Fuel
  - SPF
  - Aspen
- Animal Bedding
  - SPF
  - Aspen

Signed: [Signature]  
 Shipper

No 2485

COPY

w/ 21870

w/ 18670

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Net 3200

**Table 5. Fuel and System Characteristics**

fuel	energy content <sup>14</sup>	heating system	Seasonal efficiency <sup>15</sup> (AFUE) - %
natural gas	37.5 MJ/cu m	Conventional	60
		Vent damper with non-continuous pilot light	62 - 67
		Mid-efficiency	78 - 84
		High-efficiency condensing	89 - 96
		Integrated space/tap water condensing	89 - 96
oil	38.2 MJ/L	Cast-iron head burner (old furnace)	60
		Retention head replacement burner	70 - 78
		High-static head replacement burner	74 - 82
		New standard furnace	78 - 86
		Mid-efficiency furnace	83 - 89
		Condensing furnace	85 - 95
		Integrated space/tap water mid-efficiency	83 - 89
electricity	3.6 MJ/kWh	Baseboards	100
		Furnace or boiler	100
		Air-source heat pump	170*
		Ground-source heat pump	260*
propane	25.3 MJ/L	Conventional	62
		Vent damper with con-continuous pilot light	64 - 69
		Mid-efficiency	79 - 85
		Condensing	87 - 94
Firewood	30600000 MJ/cord	Central furnace	45 - 55
		Conventional stove	55 - 70
		"High-tech" stove	70 - 80
		Advanced combustion fireplace	50 - 70
Wood pellets	19800000 MJ/tonne	Non-EPA certified	50 - 70 <sup>16</sup>
		EPA certified	70 - 83 <sup>16</sup>

\* based on COP of 1.7 and 2.6

Natural Gas cost January, 2006	11.80 - 12.30 GJ
Gas rebate from Alberta Gov't	- \$4.00 GJ    \$4.00 GJ
Bottom line cost	\$7.80    \$8.30

<b>Cost per million BTU</b>	<b>\$8.23    \$8.76</b>	<b>1-GJ = 948000 btu</b>
-----------------------------	-------------------------	--------------------------

Pellet cost January, 2006 delivered	90.00 tonne
BTU of energy @ 8900 btu per pound	19800000

<b>Cost per million BTU</b>	<b>\$4.55</b>
-----------------------------	---------------

<b>Cost savings when heating pellets</b>	<b>\$3.68 per million btu energy used</b>
--	---

Please note BTU or GJ are very much the same



P.O. Box 1090  
 La Crete, Alberta T0H 2H0  
 Tel: (780) 928-2292  
 Fax: (780) 928-2288

INVOICE	SV 0001107
Type	
Date	12/9/2005
Page	1

Bill to:

La Crete Agricultural Society  
 La Crete Heritage Centre  
 Box 791  
 La Crete AB T0H 2H0

Ship to:

La Crete Agricultural Society  
 La Crete Heritage Centre  
 Box 791  
 La Crete AB T0H 2H0

Purchase Order ID		Customer ID	Salesperson ID	Shipping Method	Payment Terms ID		
		30		CUST. PICK-UP	Net 30		
Quantity	Item Number	Description	U OF M	Discount	Unit Price	Ext. Price	
3.200	071	Bulk Wood Pellets	Tonne	\$0.00	\$80.00	\$256.00	
3.200	DCL	Delivery Charge	Tonne	\$0.00	\$10.00	\$32.00	
<div style="font-size: 4em; opacity: 0.5; transform: rotate(-45deg);">COPY</div>							

Load ticket # 2485

*90 / tonne - delivered.*  
*\$ 11.5 GJ*

121918932 RT

Subtotal	\$288.00
Misc	\$0.00
Tax	\$20.16
Freight	\$0.00
Trade Discount	\$0.00
<b>Total</b>	<b>\$308.16</b>

# PELLET FUEL

THE REALITY OF PELLET FUEL



*A renewable energy source that benefits the environment  
and provides jobs to local and national economies!*



WWW.PELLETHEAT.ORG



# PELLET FUEL

A **renewable fuel** already being produced across the USA, Canada and Europe.

A fuel already **providing energy to over one million** homes, businesses and schools in North America.

**Economical and sustainable energy source** that continues to grow internationally.



PELLET FUEL

=



RENEWABLE ENERGY

+



ENVIRONMENTALLY SAFE

+



POSITIVE  
ECONOMIC IMPACT

A fuel that **burns cleaner** than nonrenewable fossil fuels.

A growing industry that has the potential to **create many jobs**, especially in rural areas, and **positively boost regional economics**.

A competitive, price-stable fuel that **costs less than oil, LP or natural gas**.

THIS IS THE REALITY OF PELLET FUEL



With proper forest and agricultural management, pellet fuel supply is virtually limitless and self-generating

## WHAT IS BIOMASS FUEL?

Cordwood, wood pellets, wood chips, waste paper, along with dozens of other agricultural by-products capable of being used for energy, are all examples of biomass fuel. The most compelling principle of biomass is that it is renewable. Given proper forest and agricultural management, biomass is virtually limitless, and has proven to be price stable. The environmental benefits of the fuel is that it turns readily available waste products into clean and efficient energy.

Sustainable Forest Initiatives, wood manufacturing by-products and other forms of forest agricultural management provide cost effective pellet fuel manufacturers with low cost materials by retrieving biomass materials from these programs. The majority of North America's forest is second-growth, and requires periodic treatment in order to address forest health and fire mitigation. A tremendous amount of unusable material remains on the forest floor after such treatment; material rejected by high-end wood product manufacturers but a perfect resource for commercial pellet manufacturers.

By engineering waste such as cornstalks, straw, wastepaper, wooden shipping pallets, residual forest waste, even animal waste...pellets can utilize millions of tons of waste and put them to work.

## THE BENEFITS OF PELLET FUEL

Pellet manufacturers take by-products (like wood waste) and refine them into pencil-sized pellets that are uniform in size, shape, moisture, density and energy content. Why not simply burn raw biomass? First, the moisture content of pellets is substantially lower (4% to 8% water—compared to 20% to 60% for raw biomass). Less moisture means higher BTU value and easier handling especially in freezing situations with green raw biomass materials. Second, the density of pellet fuel is substantially higher than raw biomass (40 lbs. per cubic foot verses 10-25 lbs.

per cubic foot in raw material form). More fuel can be transported in a given truck space, and more energy can be stored at your site. Third, pellets are more easily and predictably handled. Their uniform shape and size allows for a smaller and simpler feed system that reduces costs. This high density and uniform shape can be stored in standard silos, transported in rail cars and delivered in truck containers. Pellets pose none of the explosion risks or environmental pollution from spills as nonrenewable fossil fuels do.

The remarkable consistency and burn efficiency of pellet fuel produces a fraction of the particulate emissions of raw biomass. Pellet burners feature the lowest particulate matter emissions of all solid fuels burners.

When you heat with biomass, carbon dioxide is released into the atmosphere. Trees absorb this carbon dioxide in equal amounts as they grow, so burning pellets does not increase the amount of this greenhouse gas in the atmosphere.

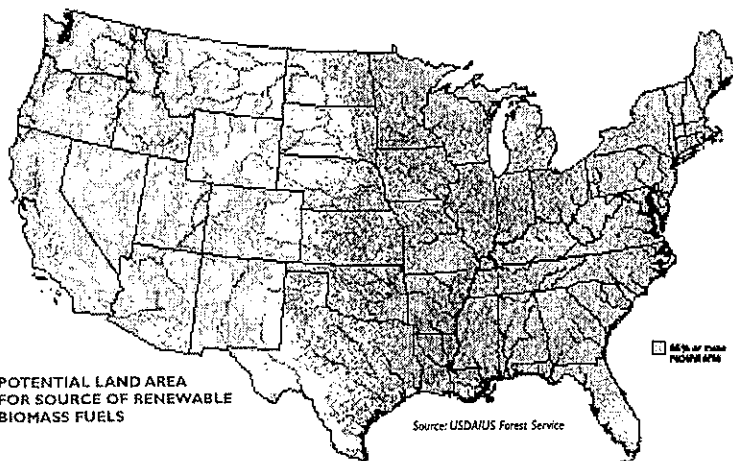
Arsenic, carbon monoxide, sulphur and the greenhouse gas carbon dioxide are just a few of the air and water pollutants resulting from the use of all nonrenewable fossil fuels as a heat and an energy source. Even if the supply of nonrenewable fossil fuel was unlimited, the economic and associated environmental costs of transporting and burning ever-increasing amounts of nonrenewable fossil fuels are simply unsustainable. In fact, since pellets can burn more efficiently (system efficiency averages at 80 percent!) than other fuels, emissions from pellet burners meet even the most stringent EPA requirements.

Any remaining ash in the burn chamber, when removed, is of little consequence. Once the ash is emptied periodically, it can actually double as a fertilizer. Finally, pellet storage poses no soil or water contamination risks. A spill can be cleaned with a shovel...not a hazardous waste crew.

## COMBUSTION SYSTEMS & CHANGEVER

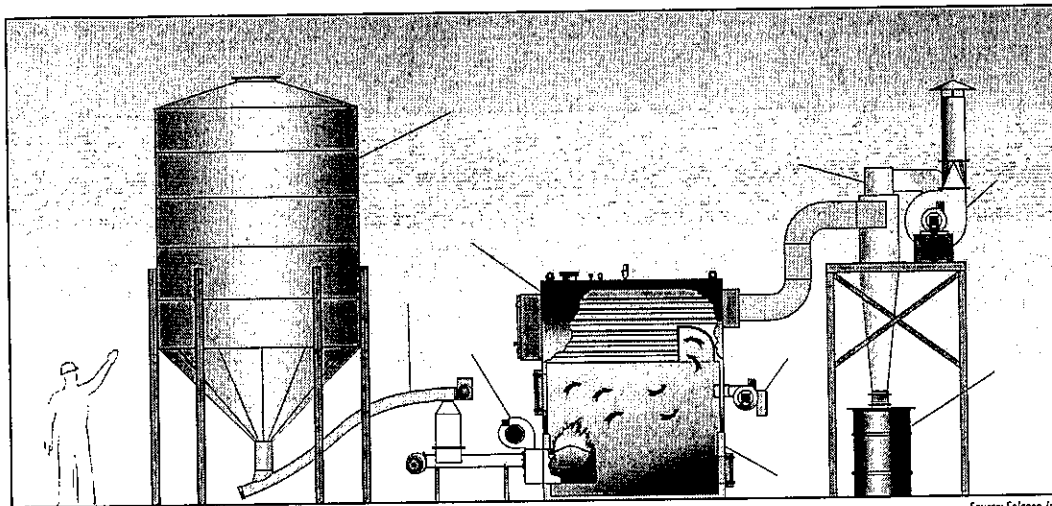
Though pellet fuel installations have a reputation in some circles as "alternative" choices, their functional components are virtually identical to those of the more conventional oil, coal or gas systems. The European example offers a glimpse of what future opportunities hold. They include a pellet storage container, a burner, an automated feeder to supply that burner, a boiler, exhaust system and chimney. There is no need for extensive permits or containment because there is no volatile oil or gas. Any storage can take place above or below ground, making maintenance and filling easier and further reducing costs of installation and upkeep.

A heating system producing approximately 500,000 Btu/hr (the size of a small school's system, for



POTENTIAL LAND AREA FOR SOURCE OF RENEWABLE BIOMASS FUELS

Source: USDA/US Forest Service



### SYSTEM COMPONENTS

The components of a commercial pellet fuel system mirror their nonrenewable fossil fuel counterparts, and in most cases retrofitting will require little change to either the boiler or heat delivery system. In many cases, even existing oil or coal burners won't require replacement, but simple modifications to burn pellets.

instance) currently burning oil, coal, or natural gas, in many instances can be changed to burn pellets with retrofits made only to the burner, plus the addition of a combustion conveying system and a storage container. In such a system, the existing boiler and heat delivery structures remain unchanged. Solid fuel systems such as those burning coal or wood chips is more easily retrofitted to burn pellets through simple feed and air supply adjustments. A pelletized, refined fuel will always burn cleaner than the virgin material form.

The pellet fuels burn process holds emissions far below those of nonrenewable fossil fuels. Future research in commercial pellet burning systems are employing various technologies which are promising even further increases in efficiencies.

With the reduced costs, ease of operation and environmental benefits, pellet fuel provides financial benefits to the consumers and the communities in which they live. Since pellets are manufactured regionally, they are never a monetary drain on a town, city or county. Regional waste problems are addressed and supply is tailored to local needs. Pellets provide jobs, pellet dollars stay in the region, and the entire community relies less on foreign energy.

### GETTING OFF THE NONRENEWABLE FOSSIL FUEL ROLLER COASTER

History has shown that nonrenewable fossil fuels are extremely price volital. A crisis or an international event that chokes fossil fuel supplies can cause periodic spikes in costs. The US is expected to increase our importation of foreign oil greatly as compared to our oil consumption today. Considering the human, political and economic consequences of nonrenewable fuels, such variations loom ominously large for anyone contemplating running a tightly-budgeted business on oil or natural gas.

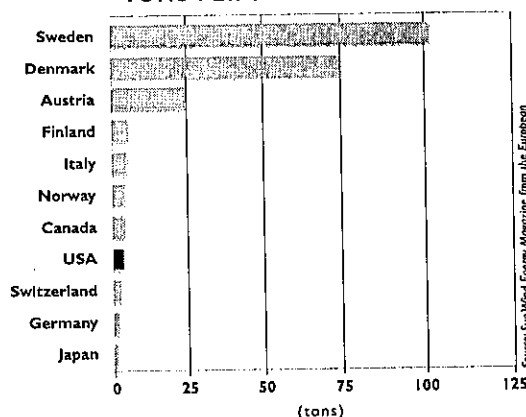
Pellet fuel costs have been virtually constant with no foreseeable change during that same ten years. Since forecasters rely on regional manufacturers for their production estimates, that guess is likely to be far more accurate than oil estimates from OPEC. Given that hundreds of businesses were forced to shut their doors due to the dizzying spike in fuel costs in 2001, doesn't it simply make better sense to rely on local resources for your energy?

### THE BOTTOM LINE

Energy policy means making tough decisions, weighing costs and benefits and even judging the next turn in the financial road. Pellet fuel can put North America ahead in all those areas. It will encourage the economic and energy independence of your communities, reduce costs and clean the air in the bargain.

- Cost Effective Energy
- Cleaner Environment
- Stronger Local Economies

PELLET FUEL CONSUMPTION IN TONS PER 1000 PEOPLE IN 2003



Source: Sun Wind Energy Magazine from the European Pellet Conference in March 2004



Pellet burners are so efficient that their emissions meet even the most stringent EPA standards

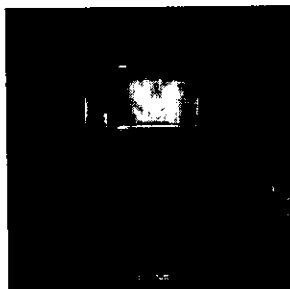


PELLET FUEL WILL MAKE IT HAPPEN.

# PELLET FUEL CAN CHANGE THE WAY WE DO BUSINESS FOREVER.

*The Pellet Fuels Institute has a mission of informing consumers of the convenience and practicality of using wood pellet fuel; and now that over 600,000 homeowners have learned the efficiency and practicality of using pellet stoves, it now turns its attention to the millions of large-scale commercial applications for which pellet fuel is suited. Such systems have already been working efficiently and effectively for twenty years.*

*Whether you are a school administrator, banker, legislator, business owner, factory manager, energy consultant, or just anyone who needs to heat their home—you have a unique opportunity to free yourself from the price fluctuations of oil and gas and embrace a convenient, environmentally sound and forward-thinking way to heat.*



RESIDENTIAL STOVES



COMMERCIAL FURNACES



BULK DELIVERY



VOLUME SHIPPING

## PELLETS IN ACTION (Customer Testimonials)

### THEATER

The 600 seat Elma Theater in Elma, Washington opened in November of 1928, and has had a proud history of showcasing regional performers ever since. After many years of heating the theater with oil, a unique, pellet-based system was recently installed that has cut costs dramatically. Rather than a single large burner, the facility uses several smaller burners, and even a single pellet stove in the lobby.

### BUSINESS

NRG Systems, a global leader in wind assessment technology, designed their facility in Hinesburg, Vermont with the melding of manufacturing and office building using natural environments and renewable fuels. The 46,000 square foot building is heated by two wood pellet boilers supplied directly by thirty ton capacity pellet silo delivered to the facility by a bulk pellet truck.

### HYDROPONIC FARM

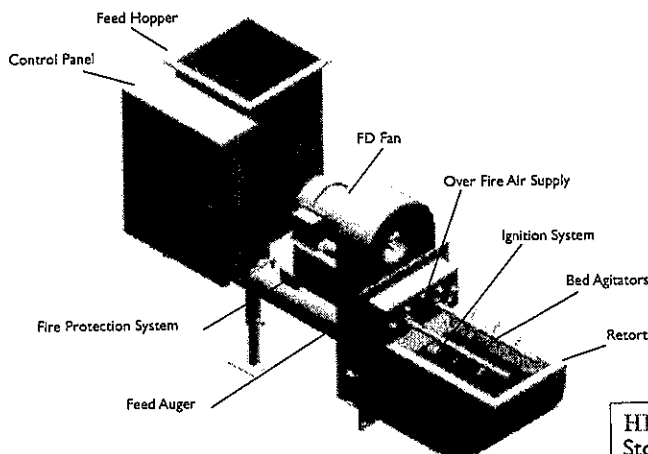
This Hydroponic tomato farm in Sutton, Quebec has burned pellets as its primary heat source since 2000. The system was installed with the assistance of a government renewable energy initiative, and is so efficient that the investment has already paid back in fuel cost savings.

### POWER PLANT

In Hinkley, Maine, a cogeneration power plant located in a paper manufacturing facility has been using industrial wood pellets to add capacity and improve boiler heat control since 1986. It has successfully used tens of thousands of tons of wood pellets a year. This installation was a retrofit on an existing industrial boiler.

### EDUCATION CENTER

The Harris Center for Conservation Education is located in Hancock, New Hampshire and has been housed in a large old sprawling summer home since the organization began in the 1970's. In the Fall of 2003, an extensive renovation of the building resulted in 9400 square feet of space. The renovation was carried out with a philosophy of making the building as environmentally friendly as possible with energy efficiency being kept as the key goal. The "greening" of the building included the installation of a Multi-Heat Boiler that automatically feeds wood pellets via a flexible auger attached to an exterior pellet-storage silo. The Center owns or holds conservation easements on approximately 8000 acres, offers conservation education in the classroom for area schools, as well as offering programs at its revitalized facility.



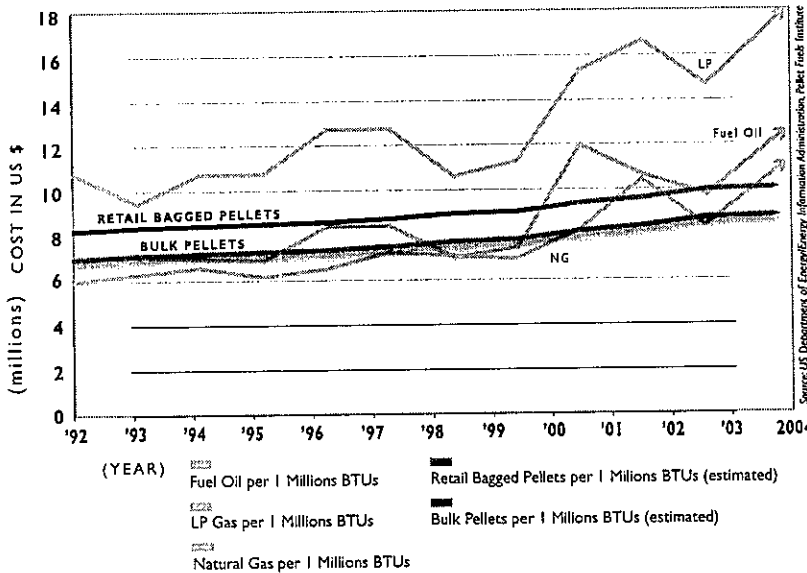
HDF-LI STOKER  
Stoker components

# ENERGY

Proudly Made in



## FUEL COST COMPARISON PER MILLION BTU



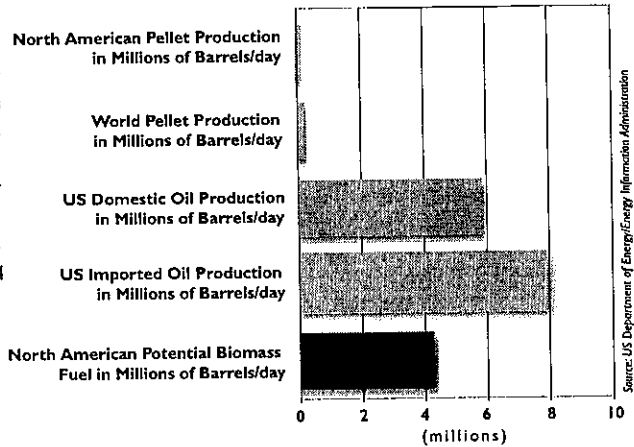
1 TON OF PELLETS



2.8 BARRELS OF OIL



## US OIL PRODUCTION USE IN MILLIONS OF BARRELS OF OIL PER DAY



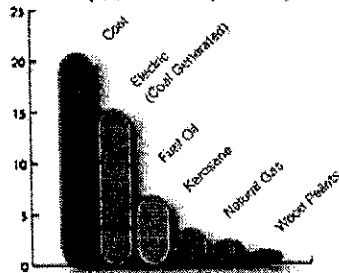
# ENVIRONMENT

Safe, Clean Burning, and Easy to Transport

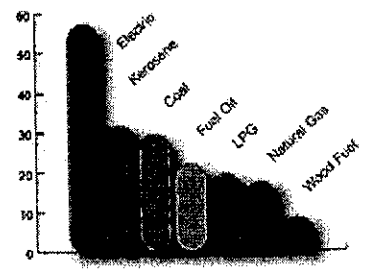


PELLETS ARE SAFE TO HANDLE

### Acid Equivalents Emitted per Quad of Heat (in Billions of Equivalents)

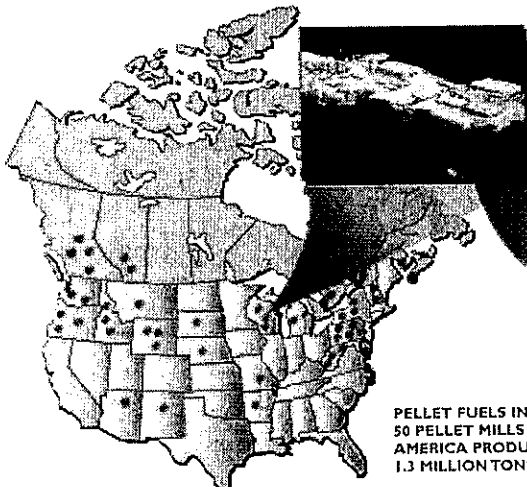


### Greenhouse Gas Carbon Emitted Per Quad of Heat (in Millions of Short Tons)



# ECONOMY

Enhances independence from imports while providing jobs to local economies.



PELLET FUELS INSTITUTE TRACKS OVER 50 PELLET MILLS ACROSS NORTH AMERICA PRODUCE IN EXCESS OF 1.3 MILLION TONS OF FUEL PER YEAR.

CURRENT JOBS	
Pellet Manufacturing <b>1450</b>	Industry-Related <b>2566</b>
POTENTIAL JOBS	
with an estimated 570,000,000 dry tons of raw materials available to be pelletized.	
Pellet Manufacturing <b>820,000</b>	Industry-Related <b>1,460,000</b>

Source: Charles E. Keegan III, Director of Forest Industry School of Business Administration, Montana State University

THE REALITY OF PELLET FUEL



Natural Resources Canada / Ressources naturelles Canada



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<a href="#">Home</a>	<a href="#">Libraries</a>	<a href="#">Events</a>	<a href="#">Our Organization</a>	<a href="#">Natural Resources Canada</a>
<a href="#">Site Map</a>	<a href="#">Programs</a>	<a href="#">Links</a>	<a href="#">What's New</a>	

## Energy in Canada

### Climate Change

### Energy Efficiency

### Energy Policies

### Energy Resources

### International Priorities

### Renewable Energy

### Science and Technology

### Large Final Emitters

## Promoting Renewable Energy

Renewable energy sources are those that produce electricity or thermal energy without depleting resources. Renewable energy includes solar, wind, water, earth and biomass power, and energy from waste.

In order to promote the use of renewable energies and to establish strong partnerships with stakeholders including industry, communities, other federal and provincial departments and environmental groups, Natural Resources Canada (NRCan) developed the Renewable Energy Strategy (1996). The strategy is a blueprint for cooperative action with stakeholders to accelerate the development and the commercialization of renewable energy technologies.

NRCan delivers several initiatives to encourage the development and use of emerging renewable energy sources and technologies, with the exception of large-scale hydro-electricity, which is a well-established renewable energy source and ethanol fuel production from agricultural feedstocks, which is covered under Agriculture and Agri-Food Canada programs.

NRCan delivers several initiatives to increase the use of small-scale renewable energy in Canada:

- [Renewable Energy Information and Awareness Program](#);
- [Renewable Energy Market Assessment Initiative](#);
- [Green Power Initiative](#);
- [Renewable Energy Deployment Initiative \(REDI\)](#); and
- [Renewable Energy Technologies Program](#).

### CanREN

Canadian Renewable Energy Network (CanREN) increases the understanding of renewable energy technologies.

[More on CanREN](#)

## **Hon Pete Hodgson**

2/08/2004

# **Wood pellet initiative rewarded with emission units**

Hastings wood pellet manufacturing company, Fire-Logs (NZ) Limited has been awarded up to 19,818 emission units, under the government's Projects to Reduce Emissions programme.

"This scheme and others like it, make a very real contribution towards tackling climate change. From when production starts in 2005 to the end of the first Kyoto commitment period in 2012, it has the potential to displace 26,309 tonnes of carbon dioxide," says Convenor of the Ministerial Group on Climate Change, Pete Hodgson.

Fire-Logs (NZ) Limited, Managing Director, Duncan Wattie said, "This project, with the government's support, will allow our company to develop and produce not only a new renewable solid fuel but also to contribute towards reducing greenhouse gas emissions from fossil fuels. It is exciting to be part of a team helping to slow climate change."

Through the programme, emission units can be awarded to support projects that reduce greenhouse gas emissions that would not otherwise go ahead.

Fire-Logs will produce wood pellets from waste sawdust for domestic and industrial use. They will be sold through established retail supply chains. Use of pellets for heating over fossil fuels will reduce greenhouse gas emissions. Fire-Logs will use pellets in its manufacturing process, reducing the use of gas.

Fire-Logs' is one of 15 projects awarded emission units in the initial round of the programme. A further six million emission units are being made available through a second round, tenders for which will be opened later this month.

The pellets are designed to fuel dedicated burners to provide industrial and domestic heating. When used in this way, they produce fewer pollutants than standard wood fire burners.

[www.climatechange.govt.nz](http://www.climatechange.govt.nz)

### **Questions and Answers**

**What is the Projects to Reduce Emissions programme?**

The Government has developed the Projects to Reduce Emissions programme to support initiatives that will reduce emissions of greenhouse gases. The programme is a key plank

in the Government's climate change policy package. This Projects tender round was the first to be run and offered a pool of four million emission units. Businesses, organisations and individuals were invited to submit proposals for projects to reduce emissions of greenhouse gases in return for a share of the pool of emission units.

#### What are Projects?

Projects are a domestic mechanism incentivised by Kyoto Protocol emissions units. For an initiative to qualify as a project it must achieve quantifiable reductions in greenhouse gas emissions that would not otherwise occur. In the case of Fire-Logs (NZ) Limited, use of these wood pellets to provide heating rather than fossil fuels will reduce greenhouse gas emissions. Burning wood is considered carbon dioxide neutral because the carbon in the wood was absorbed from the atmosphere and will be reabsorbed if the harvested forests are replanted.

Projects must also be additional to "business as usual", i.e. the project owner must prove that without the award of emission units the project would not otherwise proceed.

#### What is an emission unit?

An emission unit is equivalent to one tonne of carbon dioxide (or its equivalent in other greenhouse gases) that would otherwise have been emitted into the atmosphere. Emission units are effectively tradable allowances for greenhouse gas emissions. Each country with targets under the Kyoto Protocol must hold sufficient emissions units to match its emissions during the first commitment period of the Protocol. International markets for carbon trading are developing, even though the Kyoto Protocol has yet to come into force, and project owners are able to sell their units on this market.

#### How much is an emission unit worth?

The international market sets the price for emission units. Last December, Meridian Energy's Te Apiti wind farm, one of two early projects the Government supported, was offered a contract to sell its emission units to the Netherlands Government. This involved the first sale of New Zealand's Kyoto credits. The average price for the tender round in which Meridian Energy agreed to sell its units to the Netherlands Government was NZ\$10.50 a unit. Emerging prices under the European Union Emissions Trading Scheme also provide indications of what emission units are currently worth.

#### What other projects have been awarded emission units in the Projects to Reduce Emissions programme?

Eleven other successful projects have been announced. They are:

- Watercare Services Limited's proposed staged installation of hydro energy turbines at three water supply dams in the Hunua Ranges and a bypass channel in the Waitakere Ranges.
- New Zealand Refining Company's proposed 84 megawatt capacity electricity and steam co-generation plant at their Marsden Point refinery.
- Southern Paprika's proposed bio-energy plant to heat glasshouses.
- TrustPower's proposed enhancement of an existing hydro generation scheme at



#### Waipouri.

- TrustPower's proposed enhancement of an existing hydro generation in Taranaki.
- Te Rere Hau Windfarm, New Zealand Windfarms -- a proposed 50 megawatt wind farm in Manawatu.
- Toronui Mini-Hydro Power Scheme, Esk Hydro Power -- a proposed mini-hydro scheme on the Pask family's Toronui station in northern Hawkes Bay.
- Awapuni Landfill, Palmerston North City Council -- a proposed scheme for generating electricity from landfill gas.
- Wainui Hill Wind Farm -- a proposed wind farm of up to 30 megawatts on Wellington's Wainui hills.
- Genesis Hau Nui Wind Farm, Wairarapa -- a proposed five megawatt extension of the existing wind farm.
- Genesis Awhitu Wind Farm, South Auckland -- a proposed wind farm of 19 megawatts on the Awhitu peninsula.

Details of the remaining projects awarded emission units will be announced in due course.

#### What about future Projects to Reduce Emissions tender rounds?

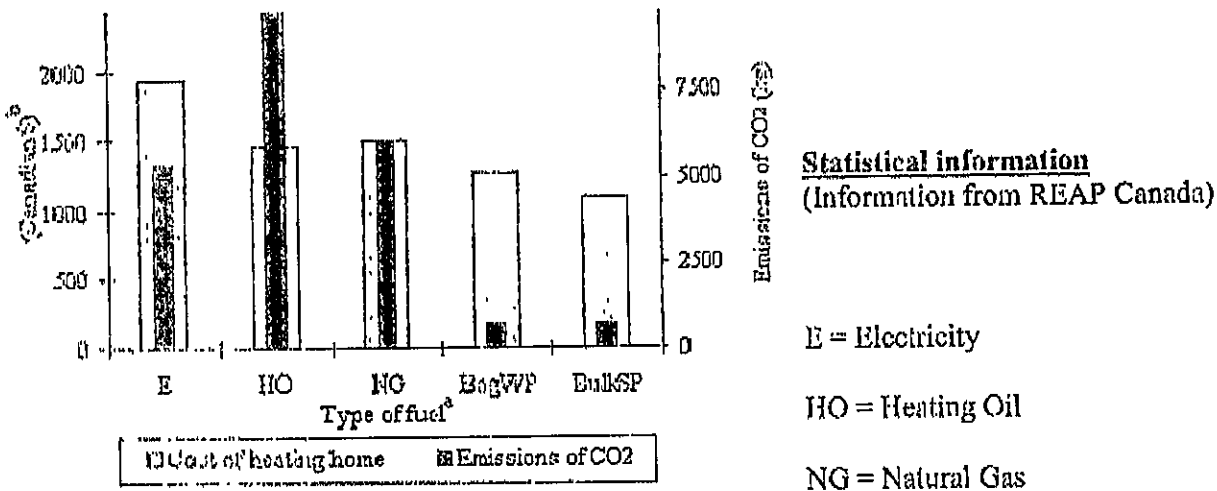
On 18 May 2004, the Government announced that another six million emission units will be available through a second tender round later this year. The second tender round is expected to take place from late August until mid October 2004 with tender evaluation in November. Announcement of the result of the tender round should be made in mid December.

#### What is the status of the Kyoto Protocol?

More than 120 countries have ratified or accessed the Kyoto Protocol including the member states of the European Union, Canada, Japan, Norway, Iceland and a number of Eastern European countries. The Kyoto Protocol will enter into force if 55 countries (including developed countries that were responsible for 55 per cent of developed-country carbon dioxide emissions in 1990) ratify the Protocol. Russian ratification is the key to entry-into-force and President Putin indicated in May 2004 that Russia is speeding up its efforts to ratify.

#### What happens if the Kyoto Protocol does not enter into force?

If the Kyoto Protocol does not enter into force the Government's agreements with project owners will automatically be terminated.



BagWP - Bag of Wood Pellet Fuel

BulkSP - BULK Switchgrass Pellet Fuel

**Assumption, (Eastern Canada)**

E= Electricity has an energy content of 3.6 MJ/kWh, a delivered fuel value of 6.87 cents/kWh, a CO2 loading value of 52.2 kg CO2/GJ and is converted at 98% efficiency, Approximate Canadian electrical mix: 63% hydro-power, 15% nuclear, 16.5% coal, 3% oil, 2% natural gas (Jaques, 1992).

HO = Heating Oil has an energy content of 0.0382 GJ/l, a delivered fuel value of 46.01 cents/l, a CO2 loading value of 81.8 kg CO2/GJ, and is converted at 82% efficiency

NG= Natural Gas has an energy content of 0.0375 GJ/m3, a delivered fuel value of 47.85 cents/ m3, a CO2 loading value of 50.6 kg CO2/GJ, and is converted at an average efficiency of 85%

BagWP- Bagged Wood Pellets have an energy content of 19.8 GJ/tonne, a delivered fuel value of \$207/tonne, a CO2 loading value of 5.3 kg CO2/GJ, and are converted at 82% efficiency

BulkSP- Bulk Switchgrass Pellets have an energy content of 19.2 GJ/tonne, a delivered fuel value of \$172/tonne, a CO2 loading value of 5.3 kg CO2/GJ, and are converted at 82% efficiency.

All delivered fuel values include taxes of 7% GST and 7.5% TVQ.

THIS AGREEMENT MADE THIS \_\_\_ DAY OF \_\_\_\_\_, 2006.

BETWEEN:

**THE MUNICIPAL DISTRICT OF MACKENZIE No.23**

**- And -**

**THE LA CRETE AGRICULTURAL SOCIETY**

**OPERATING GRANT AGREEMENT**

WHEREAS, the La Crete Agricultural Society is the owner of the La Crete Heritage Centre Facility;  
AND WHEREAS, the La Crete Heritage Centre Facility is the main cultural centre in the La Crete area and the La Crete Heritage Centre Facility is a benefit for the residents of the Municipal District of Mackenzie #23; and

AND WHEREAS, the Municipal District of Mackenzie #23 wishes to support the operations of the La Crete Heritage Centre Facility in accordance with the terms and conditions contained in this Agreement.

NOW THEREFORE, in consideration of the operations of the La Crete Heritage Centre Facility by the La Crete Agricultural Society and the services to be derived by the Municipal District of Mackenzie #23 residents from the operation of the La Crete Heritage Centre Facility, the Municipal District of Mackenzie #23 and the La Crete Agricultural Society agree as follows:

**1. DEFINITIONS**

In this Agreement unless there is something in the subject matter or context inconsistent therewith:

- 1.1 "Agreement" means this Operating Grant Agreement.
- 1.2 "Municipality" means The Municipal District of Mackenzie #23.
- 1.4 "Commencement Date" means the 1st day of January, 2006.

- 1.5 "Society" means the registered La Crete Agricultural Society under Agricultural Society Act in the Province of Alberta.
- 1.6 "Facility" means the La Crete Heritage Centre Facility building constructed in 2005 at NE 32 105 15 W5 location.
- 1.7 "Parties" means the parties to this Agreement and "Party" means any one of them.

## **2. TERM and TERMINATION**

- 2.1 This Agreement shall be for a term of Five (5) years, commencing on the Commencement Date and ending on the 31st day of December, 2010.
- 2.2 Notwithstanding any other provision of this Agreement, the Municipality or the Society shall each have the right to terminate this Agreement upon giving ninety (90) days prior written notice to the other Party.

## **3. OPERATING GRANT - UTILITIES**

- 3.1 The Municipality and the Society agree that from the Commencement Date and during the Term:

- 3.1.1 The Municipality shall reimburse the Society for the monthly utility costs, excluding Goods and Services Tax, incurred by the Society (the "Grant"). For the purposes of this agreement "utility costs" shall include the costs of water and sewer, electricity and natural gas, arising from the reasonable operation of the Facility.
- 3.1.2 The Society shall be responsible for Goods and Services Tax.
- 3.1.3 The Society shall submit a monthly invoice with copies of the original utility invoices attached.
- 3.1.4 The Municipality shall reimburse the Society within 30 days from the date on which the Society's invoice is received.

3.1.5 Meters and any other appurtenances necessary for the provision of utility services to the Facility shall be installed at the Society's cost and expense and such costs and expenses are not part of the Grant provided pursuant to this agreement. The Society shall not undertake changes or constructive additions to the Facility or make changes to the meters or utility lines that would affect the utility consumption without the consent of the Municipality.

#### **4. CONDITIONS**

- 4.1 The Municipality provides this Grant on the condition that the Society maintains and operates the Facility as would a prudent facility operator similar in nature, use, location and condition. In particular, the Municipality expects that the Society will provide for reasonable access by the community and general public, within reasonable hours of operations, and at a reasonable price.
- 4.2 The Society shall make the Facility available to the Municipality at no cost or expense to the Municipality. The Municipality shall notify the Society of the date of the municipal event at least fourteen (14) calendar days before the event date.
- 4.3 The Society shall on or before the 30<sup>th</sup> day of September in each year of the Term, submit to the Municipality an annual operating budget, identifying operating requirements and sources of funding for the particular year in regards to the Facility, as well as an annual capital budget in regards to the Facility. The Council of the Municipality may review the Society's proposed budgets and suggest changes. The Society may take into consideration the Council's suggested changes to the Society's proposed budgets.
- 4.4 The Society shall submit by no later than January 15<sup>th</sup> for each year of the Term the audited financial statements prepared by a recognized accounting professional or organization.
- 4.5 The Society shall not be eligible to apply for any additional operating or capital funding for the Facility under any existing or future municipal grant programs while this agreement is in effect.

- 4.6 The Society shall throughout the Term, maintain in good standing its existence under the Agricultural Societies Act R.S.A. 2000 c. A-11.
- 4.7 The Society shall insure that no unauthorized use of the Facility's utilities occurs, including but not limited to, unauthorized use of outside electrical plug-ins and water taps.
- 4.8 The Society acknowledges that a breach of a requirement under Section 3.1.5, 4.6 or 4.7 shall be considered a fundamental breach of this Agreement, and the Municipality may terminate this agreement without notice in the event of a breach of Section 3.1.5, 4.6 or 4.7.

**5. ADDRESSES FOR NOTICES**

- 5.1 Whenever under the provisions of this Agreement any notice, demand or request is required to be given by either party to the other, such notice, demand or request may be given by delivery by hand to, or by registered mail sent to, the respective addresses of the parties being:

The Municipal District of Mackenzie #23  
P.O. Box 640  
Fort Vermilion, Alberta  
T0H 1N0  
Phone: (780) 927-3718, Fax: (780) 927-4266  
ATTENTION: Chief Administrative Officer

and

La Crete Agricultural Society  
P.O. Box 791  
La Crete, Alberta  
T0H 2H0  
Phone: (780) , Fax: (780)  
ATTENTION: Chairman

IN WITNESS WHEREOF the Parties hereto have set their hands and seals by their proper officers attested in that behalf on the day and year first above written.

The La Crete Agricultural Society

\_\_\_\_\_  
Chairperson

Date \_\_\_\_\_

\_\_\_\_\_  
Vice-Chairperson

Date \_\_\_\_\_

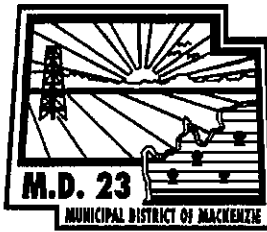
The Municipal District of Mackenzie #23

\_\_\_\_\_  
Chief Elected Official

Date \_\_\_\_\_

\_\_\_\_\_  
Chief Administrative Officer

Date \_\_\_\_\_



## M.D. of Mackenzie No. 23

### Request For Decision

Agenda Item # \_\_\_\_\_

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 22, 2006</b>
<b>Presented By:</b>	<b>Brenda Wiebe, Roads Supervisor</b>
<b>Title:</b>	<b>Bylaw 554/06 Residential Garbage Pickup</b>

#### **BACKGROUND / PROPOSAL:**

In 2003, Council gave first reading to Bylaw 330/03 Fort Vermilion Residential Garbage Pickup. Prior to second and third reading being given, the residents of the Hamlet of Fort Vermilion came forward with a petition against the garbage pickup and the project was cancelled.

Council has requested that Administration once again look into the option of a Residential Garbage Pickup in the Hamlets of Fort Vermilion, La Crete and Zama for consideration during the 2006 Census. The Request for Proposal references the Residential Garbage Pickup bylaw. Therefore, a Residential Garbage Pickup Bylaw needs to be developed and given first reading prior to Administration requesting proposals for the garbage pickup contract.

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

Administration has drafted a Residential Garbage Pickup Bylaw for Council's consideration.

#### **COSTS / SOURCE OF FUNDING:**

N/A

#### **RECOMMENDED ACTION:**

That first reading be given to Bylaw 554/06 being a bylaw to establish a residential garbage pickup for the Hamlets of Fort Vermilion, La Crete and Zama.

Author: M. Driedger

Reviewed: B. Wiebe

C.A.O.:



**BYLAW NO. 554/06**

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

**FOR THE PURPOSE OF REGULATING AND CONTROLLING THE  
HANDLING, COLLECTION, AND DISPOSAL OF  
GARBAGE, REFUSE, AND OTHER WASTE FOR  
THE HAMLETS OF FORT VERMILION, LA CRETE AND ZAMA  
RESIDENTIAL GARBAGE PICKUP**

**WHEREAS**, under the authority and 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 deems it necessary to establish and maintain a system for the collection, removal, and disposal of garbage, ashes, and refuse as a public utility within the Hamlets of Fort Vermilion, La Crete and Zama.

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

**SHORT TITLE**

1. This bylaw may be cited as the **“RESIDENTIAL GARBAGE PICKUP BYLAW”**.

**INTERPRETATION**

2. In this bylaw, unless context otherwise requires:
  - (1) **“APARTMENT”** means a residential building consisting of at least three dwelling units, but shall not include buildings containing units with separate exterior entrances or entranceways;
  - (2) **“ASHES”** means cold residue from burning of wood, coal and other like material;
  - (3) **“BASE RATE”** means the rate established by resolution of Council from time to time for the general collection of garbage whether or not the customer chooses to use the service;
  - (4) **“BILLING PERIOD”** shall be the same as the monthly period for which the consumer is charged for water and sanitary sewer services;

- (5) **“BIOLOGICAL WASTE”** means waste that is created in a hospital, necropsy facility or biological research laboratory and contains or may contain pathogenic agents that may cause disease in persons exposed to the waste;
- (6) **“BUILDING”** includes anything constructed or placed on, in, over, or under any land but does not include a highway or public roadway or a bridge forming part of a highway or public roadway;
- (7) **“COLLECTION AREA”** means the location within the corporate limits of the hamlet from which waste collection shall be made;
- (8) **“COLLECTOR”** means a person who collects waste within the hamlet for and on behalf of the Municipal District of Mackenzie;
- (9) **“COLLECTION UTILITY”** means the system of collecting and disposing of residential waste;
- (10) **“COMPOST MATERIAL”** means wastes such as leaves, grass, tree prunings, garden waste and other compostable material.
- (10) **“COUNCIL”** means the Council of the Municipal District of Mackenzie, duly assembled and acting as such;
- (11) **“DANGEROUS GOODS”** means a substance or mixture of substances that exhibits characteristics of flammability, corrosivity, reactivity or toxicity, and any other materials so defined under government statutes or regulations;
- (12) **“DISPOSAL SITE”** means a dry dump, a sanitary landfill site or another site approved by the Municipal District of Mackenzie for disposal of waste;
- (13) **“DWELLING UNIT”** means a complete building or self contained portion of a building for the use of one or more individuals living as a single housekeeping unit, containing sleeping, cooking and separate toilet facilities intended as a permanent or semi-permanent residence not separated from direct access to the outside by another separate or self-contained suite or set of rooms;
- (14) **“GARBAGE”** means waste composed of animal or vegetable matter. It is waste produced as a by-product of the preparation, consumption or storage of food;
- (15) **“GARBAGE BAG (CLEAR)”** means transparent bags sold for the purpose of holding garbage and which are not larger than 125 litres in size.

- (16) **"GARBAGE BIN"** means an approved container constructed of durable metal with hinged lids for the storage of garbage and waste products;
- (17) **"HAMLET"** means a hamlet within the MD where Council has decided to provide residential garbage pickup;
- (18) **"HAZARDOUS WASTE"** means a solid or liquid material that presents an unusual disposal problem or requires special handling including but not limited to explosives, poisons, caustics, acids, radio-active materials and other materials so defined under government statutes or regulations;
- (19) **"MD"** means the Municipal District of Mackenzie, a Municipal Corporation in the Province of Alberta.
- (20) **"NON-RESIDENTIAL PROPERTY"** means any premises or buildings not listed as a residential property and includes, but is not limited to, retail, wholesale, industrial, apartments, or institutional properties;
- (21) **"OCCUPANT"** means a corporation, or person, or contractor, or owner requiring the service and who is responsible for the cost of same, as the context requires;
- (22) **"OWNER"** means the person or persons listed on the property tax roll as being the registered landowner of the property;
- (23) **"PEACE OFFICER"** means a member of the Royal Canadian Mounted Police, A Bylaw Enforcement Officer or a Special Constable appointed pursuant to the provisions of the Police Act, a Statute of Alberta;
- (24) **"PERSON"** means an individual, proprietorship, partnership, and or a corporation. It shall also include but is not limited to, church organizations, non-profit organizations, professionals, provincial, and federal governments;
- (25) **"PREMISES"** means land, including any buildings erected thereon;
- (26) **"REFUSE"** means any non-decaying material such as food containers and decaying waste such as waste paper, shrubbery pruning, and garbage refuse;
- (27) **"RESIDENTIAL PROPERTY"** means land with improved design intended or used for residential occupancy including condominiums and dwelling units.

- (28) **“STREET”** means any highway, road, lane sidewalk, or place to which the public has lawful access;
- (29) **“TRADE WASTE”** means ashes, garbage, refuse, and waste from institutions and commercial or industrial establishments including but not limited to warehouses, factories, stores, hospitals, schools, cafes, eating houses, wholesale or retail business places, apartment buildings, office blocks where the establishment occupies all or part of a building having mixed uses, and any other building, structure, or area that does not have an individual utility account;
- (30) **“UNIT OF WASTE”** means one unit is equal to; one standard garbage can up to 125 liters, and shall not weigh more than 40 lbs;
- (31) **“UTILITY ACCOUNT CUSTOMER”** means the person named on the application for water hook-up and disconnect which may be the owner, occupant or other person in charge of the buildings or premises served by the utility;
- (32) **“WASTE”** means any discarded or abandoned organic or inorganic materials which the owner or the person in possession of it does not wish to retain for any purpose and includes but is not restricted to ashes from the combustion of material, household garbage, and shall include refuse and garbage as defined in this bylaw. For the purposes of collection by the MD or its designate pursuant to this bylaw, unless otherwise agreed to by the MD in writing, waste shall not include the following:
  - (a) Discarded furniture, automobile parts, tires, motorized vehicles and household equipment;
  - (b) Tree limbs, tree roots, whole shrubs or bushes, or portions thereof;
  - (c) Fences, gates, and other non-permanent or permanent fixtures;
  - (d) Building materials and building waste;
  - (e) Dead animals or animal manure;
  - (f) Sod;
  - (g) Liquid waste;
  - (h) By-products from manufacturing;

- (i) Without limit to the foregoing, any discarded household chattel, material, or equivalent which has an overall length of more than 2.5 meters, or an overall weight of more than 40 pounds;
  - (j) Compost material.
- (33) **“WASTE RECEPTACLE”** shall be made of galvanized metal or rigid plastic with a watertight cover, rigid fixed handles, and a smooth rim at the top.

### PROVISIONS

3. The Residential Garbage Pickup Bylaw applies to all waste produced or transported within the limits of the MD or any MD owned disposal sites.
4.
  - (1) The MD may provide the necessary vehicles for the public collection and removal of waste and compost material within the hamlet limits and on all properties owned by the MD.
  - (2) The MD may provide, supervise, and operate the facilities and equipment necessary for the disposal of waste and compost material collected or disposed of by the hamlet.
  - (3) The MD may enter into a contract with any person for the collection and disposal of the whole or portion of the waste and compost material accumulated within the hamlet limits.
5.
  - (1) The MD may:
    - (a) supervise the collection, removal, and disposal of waste;
    - (b) direct the days and times that collections shall be made from designated areas of the hamlet;
    - (c) decide as to the quantities and classes of waste to be removed from any premises;
    - (d) set times that the disposal site will be open to the public;
    - (e) develop a recycling program in which recyclable materials may be recycled.
  - (2) Subject to the provisions of this bylaw, the decision of the MD as to:

- (a) the amount of waste which has been removed from any premises and;
- (b) the amount and types of waste which the MD is obliged to remove from any premises;

shall be final and conclusive subject only to the superior statutory authority of another governmental authority.

- 6. (1) Trade Waste as defined in Section 2 (29) shall be removed by the owner or occupant at their expense from the premises upon which it accumulates.
- (2) Waste and compost material shall be transported in accordance with the requirements under government statutes and regulations and other MD bylaws.
- 7. (1) No person shall willfully or maliciously hinder or interrupt or cause or procure to hinder or interrupt, the MD or its contractors, agents, employees, in the exercise of powers and duties related to the collection utility and authorization contained in this bylaw.
- (2) No person other than the owner, a person permitted by the owner, a collector of the MD, or an MD employee shall interfere with a waste receptacle or with any waste and compost material placed for collection in or near a waste receptacle.
- 8. (1) Except as otherwise provided herein all waste receptacles and clear bags containing compost material shall be placed for collection at a location as close as possible to the traveled portion of the adjacent street, but not on a sidewalk or in such a location as to interfere with vehicular or pedestrian traffic.
- (2) The owner or occupant from which waste and compost material is to be collected shall place or locate the waste receptacle in such a manner that it will not overturn or likely to be overturned.
- (3) The owner or occupier of a residential property shall place waste and compost material out for collection only on the same day of collection.
- (4) Upon the waste receptacles being emptied by the collector, the owner or occupant of a residential property shall remove such waste receptacles from the collection area on the same day of collection.
- (5) An owner or occupant of a residential property from which waste and compost material is to be collected shall:

- (a) thoroughly drain all household garbage.
  - (b) dispose of all waste, with the exception of compost material, in a waste receptacle.
  - (c) only place waste for collection as defined by this bylaw.
  - (d) secure the cover on such waste receptacle so as to prevent animals or birds from gaining access to the waste inside the receptacle.
  - (e) place all and compost material in clear garbage bags and securely tie the parcel.
- (6) Excluding premises that are approved to use a garbage bin an owner or occupant of a residential property shall not place waste or waste receptacles for collection in a permanent, semi-permanent, or any other structure that is not removed from such collection area on the same day collection is made.
9. No person shall
  - (1) place any explosive or highly flammable materials in any receptacle for collection;
  - (2) place for collection any ashes, which are not properly quenched;
  - (3) place sharp objects or broken glass in any receptacle for collection unless packaged to allow safe handling.
10. Where the owner or occupant places waste in a receptacle other than one, which meets the specifications set out in this bylaw, the collectors are entitled to consider such receptacles as waste and remove them as such.
11.
  - (1) No person who has waste of any description requiring disposal shall dispose of it elsewhere than at a disposal site of a type appropriate for the type of waste.
  - (2) A person shall place waste only in waste receptacles on their own residential property or in garbage bins located on their own non-residential property.
  - (3) A person who has disposed of any waste contrary to the provisions of Section 11(1) or 11(2) shall remove the waste and restore the site, at that person's expense, upon being required to do so by the MD. Such

removal may not prevent that person from being prosecuted for a contravention of this bylaw or any other applicable bylaw or any applicable government statute.

- (4) If the person who has disposed of any waste and compost material contrary to the provisions of Section 11(1) or 11(2) cannot be ascertained or neglects or refuses to remove the waste there from, the owner of the land shall remove the waste or cause the waste to be removed, at his expense upon being directed to do so by the MD.
12.
  - (1) Every residential property having a water and sewer account shall pay the monthly base rate for the service of collection, removal, and disposal of waste in accordance with the rates as established in Schedule "A", whether or not the owner or occupant of the residential property uses the services or not.
  - (2) All accounts with the MD, under this bylaw, shall become due and payable in the same manner as the water and sanitary sewer services bill as set in the Water and Sewer Bylaw and as amended from time to time with the waste service fee being added to the said billing and the billing directed to the utility account customer.
  - (3) Accounts, which are in arrears, will be handled and collected in the same manner as water and sewer charges that are in arrears, pursuant to the Water and Sewer Bylaw.
13. An owner or occupant may request that the MD remove any waste for which provision for removal is not made by this bylaw. If the MD agrees to do so, then that person shall pay prior to the removal and disposal thereof the estimated cost to the MD of the removal and disposal thereof and the MD shall render an account for any additional costs of such removal or shall return to that person any excess which was paid.
14. No person shall burn waste material of any sort within the hamlet unless they have first obtained a permit issued pursuant to the "Fire Services Bylaw";
15.
  - (1) No person shall put luminescent gas-filled electric discharge tubes in any waste placed for collection by the MD unless such tube has first:
    - (a) been completely crushed and encased in material so that no portion of the tube may puncture the material in which the remains are encased, or
    - (b) been encased without breaking in an adequate container of sufficient size and strength so that the tube cannot be broken when the same is picked up by the MD.



- (2) Unless and until it has been first encased no person shall place a luminescent gas-filled electric discharge tube in a plastic disposal bag.
  - (3) No person shall place a luminescent gas-filled electric discharge tube of over four feet in length for collection by the MD.
  - (4) A person crushing luminescent gas-filled electric discharge tubes for the purpose of disposing of it shall do so in a manner which will prevent explosion of the tube or scattering of any of the poisonous particles there from.
- 16.
- (1) No person shall place or mix with any waste placed for collection by the MD any dangerous goods, hazardous waste or biological waste.
  - (2) Any person, proprietorship, corporation, or like enterprise breaching any part of the hazardous waste section including but not limited to spills, leaks, or dumping upon MD right-of-ways, shall be responsible for all costs incurred in eliminating any pollution or contamination of the sites involved in the MD and shall make payment of the same to the MD on demand, and such restitution will not exempt the person or organization from being prosecuted for a contravention of this or any other applicable bylaw or government statute.
  - (3) The owner or person responsible for the existence of the accumulation of hazardous waste or an agent of the owner or responsible person shall cause the hazardous waste to be transported to a disposal site and disposed of as prescribed by the "Regional Landfill Commission" in a special disposal area designated by the Province Of Alberta.
  - (4) When hazardous waste to be disposed of pursuant to this Section consists of poison, drugs, radioactive material, or like substances, they shall be disposed of only under the supervision of the Executive Officer of the Local Board of Health or a duly authorized agent of the Province of Alberta.
17. An authorized person appointed by the MD may enter land from which the MD is required to remove waste and compost material for the purpose of removing such waste.
- 18.
- (1) No person shall dispose of or place for collection any waste or offal from butchers shops or slaughterhouses except in properly sealed metal or plastic receptacles.
  - (2) No person shall convey through the streets any waste or offal from butcher shops or slaughter houses, or any waste or organic matter

whatsoever except in properly covered metal or plastic receptacles or otherwise in vehicles which are covered with canvas tarpaulins so constructed and arranged so as to prevent the contents from falling on the streets, and to control as much as practicable the escape of any offensive odors there from.

- (3) For the purpose of this Section "vehicle" means a device in, upon, or by which waste material may be transported on upon a street, lane, or highway.
19. The lids on all garbage bins shall be kept securely closed at all times.
  20.
    - (1) If the owner or occupant of a property refuses to comply with any provision of this bylaw, the MD may undertake the same at the expense of the owner or occupant of the property.
    - (2) When the MD is required to take action under Section 22 (1), and the occupant defaults on the required payment, then the MD may recover the charges for which the occupant is liable by any lawful means available with the cost of such action to be charged against the occupant.
    - (3) When the MD is required to take action under Section 22 (1), and the owner defaults on the required payment then the MD may recover the charges for which the owner is liable by levying the same against the land from which the action was taken in the same manner as municipal taxes.
  21. Wherever in this bylaw it is directed that an owner or occupant of any building or premises shall do any matter or thing, then in default of it being done either owner or occupant or both, or if there are several owners or occupants, any or all of such owners or occupants shall be liable to prosecution, and it shall be no defense for any owner or occupant so prosecuted to allege that any other person is responsible for such default.
  22. This bylaw hereby delegates to the Chief Administrative Officer the power to:
    - (1) establish regulations or policies for the general maintenance, management, or conduct of the collection system and of the officers and other employees employed in connection with the collection system;
    - (2) establish the times and places where rates and/or fees under this bylaw are payable;
    - (3) collect the rates and fees established pursuant to this bylaw;
    - (4) enforce payment of those rates and/or fees by all or any of the following methods:

- (i) by shutting off the water supply to the user of the system;
  - (ii) by action in any court or competent jurisdiction;
  - (iii) any other lawful means of collection available;
23. The Chief Administrative Officer shall have the administrative, control, care, and management of the waste of the MD, and of all the property used in connection with the said system, and the business carried on in respect thereof, and shall have the right to enter into contracts for service by and on behalf of the MD, under and in accordance with the provisions of this bylaw.
24. 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;

#### **ENFORCEMENT**

25. (1) Any person who contravenes or fails to comply with any provisions of this bylaw is guilty of an offense and is liable upon summary conviction to a fine of not less than one hundred dollars (\$100.00) and not more than one thousand dollars (\$1000.00) and in default of payment to imprisonment not exceeding six (6) months, exclusive of costs.
- (2) A Peace Officer may commence a summons in the form of a violation ticket or long information for the contravention.
- (3) Notwithstanding the provisions of Section 27 (1) and 27 (2), where a Peace Officer has reason to believe a person has contravened a provision of this bylaw, the Peace Officer may serve upon such person a violation ticket allowing payment of a specified penalty in the amount of one hundred dollars (\$100.00), in lieu of prosecution for the offense.
- (4) Where a violation ticket is issued, it shall be issued in accordance with the Provincial Offences Procedure Act.

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

First Reading given on the \_\_\_\_\_ day of \_\_\_\_\_, 2006.

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

\_\_\_\_\_  
Christine Woodward, Executive Assistant

Second Reading given on the \_\_\_\_\_ day of \_\_\_\_\_, 2006.

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

\_\_\_\_\_  
Christine Woodward, Executive Assistant

Third Reading and Assent given on the \_\_\_\_\_ day of \_\_\_\_\_, 2006.

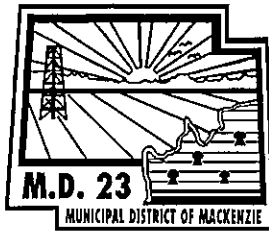
\_\_\_\_\_  
Bill Neufeld, Reeve

\_\_\_\_\_  
Christine Woodward, Executive Assistant

## SCHEDULE "A"

### FEE FOR RESIDENTIAL GARBAGE PICKUP

Monthly fee \$ \_\_\_\_\_



## M.D. of Mackenzie No. 23

### Request For Decision

Agenda Item # \_\_\_\_\_

Meeting:	Regular Council Meeting
Meeting Date:	February 22, 2006
Presented By:	Brenda Wiebe, Roads Supervisor
Title:	Vet Advisory Committee

#### **BACKGROUND / PROPOSAL:**

At the last Vet Advisory Committee (VAC) meeting the committee discussed the recent challenges with using the Fort Vermilion Hospital radiology equipment. Using this equipment was permitted until the recent changes were made to the lab. The hospital no longer wants the veterinarian retrieving images from the health region's PAC system.

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

In response to this concern the VAC recommended that a letter be written asking that this issue be resolved. Attached is the draft copy which has already been reviewed by some members of the VAC.

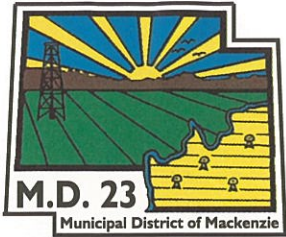
#### **COSTS / SOURCE OF FUNDING:**

Not applicable.

#### **RECOMMENDED ACTION:**

That a letter be written to Northern Lights Health Region requesting permission for the local veterinarian to have access to the radiology suite at the Fort Vermilion Hospital.

Author:	Reviewed:	C.A.O.:
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**Municipal District of Mackenzie No. 23**  
**P. O. Box 640, Fort Vermilion, AB T0H 1N0**  
**Phone (780) 927-3718 Fax (780) 927-4266**

February 8, 2006

Mr. Bernie Blais  
Northern Lights Health Region  
7 Hospital Street  
Fort McMurray AB T9H 1T2

Dear Mr. Blais:

Since its formation in 1990, the Veterinary Advisory Committee has been providing support to the local veterinary practice (Frontier Veterinarian Service Ltd. Dr. Wendy Quist) to maintain a full time, full service clinic. This has been possible through the cooperation and assistance of other organizations such as the local hospital.

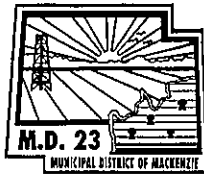
We are concerned that recent changes to the Fort Vermilion Hospital radiology suite will impact our veterinary practice. We understand that the previous collaboration could continue if the veterinarian could store or retrieve images from the health region's PAC system. Thus, we request that this access be permitted between your medical institution and our veterinary practice. In the north it is common to share resources and we feel that this would be a healthy union.

We trust that this matter can be resolved and that we can continue to work together to provide the best service possible to our local residents. We would appreciate hearing from you as soon as possible. Please contact Grant Smith at (780) 927-3718.

Sincerely,

Bill Neufeld,  
Reeve, M.D. of Mackenzie

Cc: Dr. Quist, Veterinarian  
Grant Smith, Agricultural Fieldman



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

Agenda Item # \_\_\_\_\_

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 22, 2006</b>
<b>Presented By:</b>	<b>Paul Driedger Director of Planning, Emergency &amp; Enforcement Services</b>
<b>Title:</b>	<b>Bylaw 558/06 Bullying Bylaw</b>

### **BACKGROUND / PROPOSAL:**

Attached is Bylaw to assist with the enforcement of bullying in our communities. This bylaw was drafted in similarity to another municipality's bylaw, which was recognized for its excellent bully prevention program.

### **OPTIONS & BENEFITS:**

The bylaw provides both the RCMP and Special Constables with enforcement options when dealing with bullies. See attached Bylaw.

### **COSTS & FUNDING:**

N/A

### **RECOMMENDED ACTION:**

#### **Motion 1**

That first reading be given to Bylaw 558/06, being a bylaw for regulating Bullying within Municipal District of Mackenzie.

#### **Motion 2**

That second reading be given to Bylaw 558/06, being a bylaw for regulating Bullying within Municipal District of Mackenzie.

#### **Motion 3**

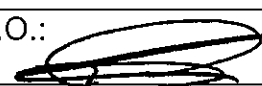
That consideration be given to go to third reading for Bylaw 558/06, being a bylaw for regulating Bullying within Municipal District of Mackenzie.

#### **Motion 4**

That third reading be given to Bylaw 558/06, being a bylaw for regulating Bullying within Municipal District of Mackenzie.

Author: G. Peters

Reviewed: 

C.A.O.: 



**BYLAW NO. 558/06**

**BEING A BYLAW OF  
THE MUNICIPAL DISTRICT OF MACKENZIE NO. 23,  
IN THE PROVINCE OF ALBERTA, TO CONTROL AND REGULATE  
HARASSMENT AND BULLYING OF MINORS AND OR PERSONS IN THE  
MUNICIPAL DISTRICT OF MACKENZIE.**

**WHEREAS** Section 7(a) and (b) of the Municipal Government Act, R.S.A 2000, c. M-26 authorize a municipality to pass bylaws respecting the safety, health and welfare of people and the protection of people and property and respecting people, activities and things in on or near public places.

**NOW THEREFORE**, the Council of the Municipal District of Mackenzie enacts as follows:

**SECTION 1            NAME OF BYLAW**

1.1. This Bylaw may be cited as the "Bullying Bylaw".

**SECTION 2            INTERPRETATION**

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

**SECTION 3            DEFINITIONS**

3.1 In this Bylaw:

- a) **"Bullied"** means "the harassment of others by the real or threatened infliction of physical violence and attacks, racially or ethnically-based verbal abuse and gender-based put-downs, verbal taunts, name calling and put downs, written or electronically transmitted, or emotional abuse, extortion or stealing of money and possessions and social out casting".
- b) **"Minor"** means an individual under 18 years of age.
- c) **"Peace Officer"** means "a member of the Royal Canadian Mounted Police, or a Special Constable appointed pursuant to the provisions of the Police Act, Revised Statutes of Alberta, 2000, Chapter P-17 and all amendments or successors thereto".

**Municipal District of Mackenzie No.23 Bylaw 558/06  
Bullying Bylaw**

- d) **“Public Place”** means “any place, including privately owned or leased property, to which the public reasonably has or is permitted to have access, whether on payment or otherwise, within the corporate limits of the Municipal District of Mackenzie”.
- e) **“Violation Ticket”** means “a violation ticket as defined in the Provincial Offences Procedure Act”.

**SECTION 4            ENFORCEMENT**

4.1 No person shall, in any public place:

- a) Communicate either directly or indirectly, with any person in a way that causes the person, reasonably in all the circumstances, to feel bullied.
- b) While not taking part in any action described in Section 4.1(a), encourage or cheer on, any person described in Section 4.1(a).

4.2 Any person who contravenes Section 4.1(a) of this Bylaw is guilty of an offence punishable on summary conviction and is liable;

- a) For a first offence, to a specified penalty of \$250.00; and
- b) For a second, or subsequent offences, to a fine not exceeding \$1,000.00;

and in default of payment of the fine and costs, to imprisonment for six months.

4.3 Any person who contravenes Section 4.2(b) of this Bylaw is guilty of an offence punishable on summary conviction and is liable

- a) for a first offence, to a specified penalty of \$100.00; and
- b) for a second offence or subsequent offences, to a fine not exceeding \$250.00;

and in default of payment of the fine and costs, to imprisonment for six months.

4.4 If a Violation Ticket is issued in respect of an offence, Violation Ticket may:

- a) specify the fine amount established by this Bylaw for the offence; or

**Municipal District of Mackenzie No.23 Bylaw 558/06  
Bullying Bylaw**

- b) require a person to appear in Court without the alternative of making a voluntary payment.

4.5 A person who commits an offence, may;

- a) If a Violation Ticket is issued in respect of the offence; and
- b) If the Violation Ticket specifies the fine amount established by the Bylaw for the offence

make a voluntary payment equal to the specified fine by delivering the Violation Ticket and the specified fine to the Provincial Court Office specified on the Violation Ticket.

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

First Reading given on the \_\_\_\_\_ day of \_\_\_\_\_, 2006.

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

\_\_\_\_\_  
Christine Woodward, Executive Assistant

Second Reading given on the \_\_\_\_\_ day of \_\_\_\_\_, 2006.

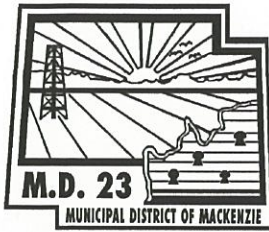
\_\_\_\_\_  
Bill Neufeld, Reeve

\_\_\_\_\_  
Christine Woodward, Executive Assistant

Third Reading and Assent given on the \_\_\_\_\_ day of \_\_\_\_\_, 2006.

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

\_\_\_\_\_  
Christine Woodward, Executive Assistant



## M.D. of Mackenzie No. 23

### Request For Decision

Agenda Item # \_\_\_\_\_

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 22, 2006</b>
<b>Presented By:</b>	<b>Ray Coad</b> <i>BYLAW 559/06</i>
<b>Title:</b>	<b>Honorarium and Per Diem Review</b>

#### BACKGROUND / PROPOSAL:

The honorarium committee met on February 15, 2006 and reviewed Bylaw 448/04, being a bylaw to provide honorariums and related expense reimbursement for councillors and approved committee members.

The monthly honorarium for council has not been adjusted in 8 years to reflect cost of living and expense increases. The number of committee meetings attended by councillors has increased; in 2005 council attended an average of 22 council meetings, 5 budget and 1 special meeting and an additional 52 committee/board/task force/workshop days. The total of council per diems in 2005 was 799, which will increase in 2006 with the recent formation of three additional committees.

#### Recommendations:

- An increase in the meal allowance to \$15, \$15 and \$25 respectively for breakfast, lunch and dinner (from \$9.50, \$11.50, and \$20)
- An increase for private accommodation to \$50 per night while attending annual conferences and workshops (from \$14)
- Increase the per kilometer expense rate to the current non-taxable rate allowed by Revenue Canada (from .42 to .49 current rate)
- Increase per diem to \$200, with 1.5 per diems allowed (\$300 total) if a second or third meeting is attended the same day (from \$175)
- Salary increase to \$700 and \$400 for Reeve and Council respectively; then annual inflationary increase equal to cost of living as approved in the budget (from \$250 and \$500)
- Increase members-at-large per diem to \$150 (from \$125)
- Include a monthly preparation day equal to one per diem per month and remove the three floater days
- Change communication allowance to actual cost of internet plus a telephone allowance of \$60 (current allowance is maximum \$120/mo)

Benefits be made available for individual councillors at their own cost if they choose to opt in

<b>Author:</b>	<b>Review Date:</b>	<b>C.A.O.:</b> 
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**OPTIONS & BENEFITS:**

The committee studied a report listing 13 rural municipalities for comparison purposes. The MD of Mackenzie was the third lowest in remunerations and salaries paid to council. This district is the largest in the province and travel time and cost to attend meetings is substantially higher than in any other area.

Increases in the per kilometer expense rate, private accommodation allowance for conference attendance, the per diem rate and payment for preparation time, honorariums, meal allowances and members-at-large per diems were recommended. The final recommendation was access to the benefit package, at personal cost, as available to MD staff.

Description of Proposed Budget Item	Amount	
	2006 Budget	Proposed
<b>HONORARIA</b>		
<b>Total:</b>	<b>\$201,850</b>	<b>\$265,850 (\$64,000)</b>
Note: 2006 budget did not include 3 new committees with council presence; included is monthly preparation day		
<b>TRAVEL &amp; SUBSISTANCE</b>		
<b>Total:</b>	<b>\$96,500</b>	<b>\$111,800 (\$15,300)</b>
Note: This reflects an average 20% increase and a reduction in orientation/training budget of \$4,000		
<b>COMMUNICATION</b>		
<b>Total:</b>	<b>\$9,100</b>	<b>\$12,600 (\$3,000)</b>
Note: This includes 6 months internet @ \$70/mo/councillor		
<b>2006 Budget Adjustment</b>		<b>\$82,300</b>

**RECOMMENDED ACTION:**

As recommended by the Honorarium Review Committee:

MOTION 1:

That the 2006 Operating Budget be amended by \$82,300 with funds from the general operating reserve.

MOTION 2:

That first reading be given Bylaw 559/06, being a bylaw to provide for honorariums and related expense reimbursement for Councillors and approved committee members

MOTION 3:

That second reading be given Bylaw 559/06, being a bylaw to provide for honorariums and related expense reimbursement for Councillors and approved committee members

<b>Author:</b>	<b>Review Date:</b>	<b>C.A.O.:</b> 
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MOTION 4:

That consideration be given to proceed to third and final reading of Bylaw 559/06, being a bylaw to provide for honorariums and related expense reimbursement for Councillors and approved committee members

MOTION 5:

That third and final reading be given Bylaw 559/06, being a bylaw to provide for honorariums and related expense reimbursement for Councillors and approved committee members

<b>Author:</b>	<b>Review Date:</b>	<b>C.A.O.:</b> 
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**BYLAW NO.559/06**

**BEING A BY-LAW OF THE  
MUNICIPAL DISTRICT OF MACKENZIE NO. 23  
IN THE PROVINCE OF ALBERTA**

**TO PROVIDE FOR HONORARIUMS AND RELATED EXPENSE  
REIMBURSEMENT FOR COUNCILLORS  
AND  
APPROVED COMMITTEE MEMBERS**

**WHEREAS**, the Municipal Government Act, being Chapter M-26.1 of the Revised Statutes of Alberta, 1994, hereinafter referred to as the "M.G.A." provides for decisions of council to be made by resolution or bylaw, and

**WHEREAS**, the council is desirous of establishing compensation of Councillors and approved committee members for their meeting time and their out of pocket expenses while on official municipal business,

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

**Honorariums**

1. Monthly honorariums shall be paid to each Councillor for their time spent conducting the business of the municipality as follows:

Reeve - ~~\$700.00~~ (\$500) per month  
Councillor - ~~\$400.00~~ (\$250) per month

~~An inflationary increase equal to the cost of living as approved in the annual budget will be made each year to the monthly honorariums.~~

2. Councillors in attendance at council meetings, approved council committee meetings, seminars and conventions shall be paid ~~(\$175)~~ \$200.00 per day plus mileage and meal allowance, where applicable. ~~When two or more meetings are attended in one day, a total of \$300 (1.5 per diems) shall be paid.~~
3. Councillors will be paid for ~~three floater days~~ ~~one per diem~~ of \$200.00 per month to provide for additional time Councillors use in preparation for Committees, Task Forces and Council meetings.
4. Members-at-large appointed to approved council committees shall be paid ~~\$150.00~~ (\$125) per day when in attendance at approved council

committee meetings, seminars and conventions, plus mileage and meal allowance, where applicable.

5. Travel time to and from any council meeting, approved council committee meeting, seminar and/or convention shall be paid mileage and meal allowance, where applicable. Councillors driving to a seminar/convention shall be paid ~~\$200.00~~ (\$175) for one travel day there and one travel day back. Only one per diem per day shall be allowed.

6. ~~A monthly communication allowance shall be paid, equal to the actual cost of internet access plus a telephone allowance of \$60.~~

### **Mileage**

7. Mileage shall be paid at the current non-taxable rate (as allowed by Revenue Canada) for each kilometer travelled by each Councillor and member-at-large who is travelling with their personal vehicle on business of the municipality or its committees. Such mileage shall be calculated from the place of residence of the Councillor or member-at-large to the place of the meeting and return. In addition, such mileage allowance shall apply to any approved convention or seminar.

### **Reimbursement for Accommodations and Meals**

8. Where a Councillor or committee member is required to travel on municipal business and overnight accommodation away from his/her regular place of residence is necessary, he/she may claim in respect of the time spent on travel status
  - (a) Either
    - (i) reimbursement of the cost of accommodation in a hotel, motel, guest-house, inn or other similar establishment, on a receipt submitted with the municipal expense account form, or
    - (ii) an allowance of ~~\$50.00~~ (\$44) per night
  - (b) in respect of each breakfast, lunch, or dinner, either
    - (i) reimbursement of the cost of the meal, excluding alcoholic beverages, and of an amount equal to the amount of the gratuity paid on the meal to a maximum of 15% of the cost of the meal as shown on the receipt, or



- (ii) the appropriate meal allowance, without receipt, as follows:

breakfast - ~~\$15~~ (\$9.50) including GST  
(if time of departure is prior to 7:30 a.m.)

lunch - ~~\$15~~ (\$11.50) including GST  
(if time of return is after 1:00 p.m.)

dinner - ~~\$25.00~~ (\$20) including GST  
(if time of return is after 6:30 p.m.)

9. Meal claims will be calculated based on reasonable travel times to get to and return from meeting commencement and conclusion times.
10. A Councillor and committee member may claim
- (a) an allowance of \$5.00 for personal expenses for each full 24-hour period on travel status.
- (b) reasonable telephone expenses on Municipal District business.
11. No expenses other than those listed in this bylaw may be claimed.

### **BENEFITS**

12. ~~A group benefits package shall be made available to each Councillor. should the Councillor choose to opt in the benefits shall be paid for entirely by the Councillor.~~
13. This bylaw repeals and replaces Bylaw 448/04 and all amendments made thereto.

First Reading given on the \_\_\_ of \_\_\_\_\_, 2006.

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

\_\_\_\_\_  
C. Woodward, Executive Assistant

Second Reading given on the \_\_\_ day of \_\_\_\_\_, 2006.

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

\_\_\_\_\_  
C. Woodward, Executive Assistant

Third Reading and Assent given on the \_\_\_ day of \_\_\_\_\_, 2006.

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

\_\_\_\_\_  
C. Woodward Executive Assistant

MD of Mackenzie  
Group Benefits

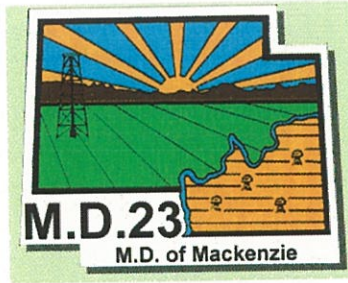
2005

Coverage	Rate	Total Premium	Current EE and ER allocations for MD employees		
				EE	ER
<b>ADD*</b>	\$.026 per \$1,000 of income*	\$0.78	EE-65%; ER-35% **	\$0.51	\$0.27
<b>Group Life*</b>	\$.20 per \$1,000 of income*	\$6.00	EE-65%; ER-35% **	\$3.90	\$2.10
<b>DepLife</b>	\$2.03 - a set rate for a family	\$2.03	EE-65%; ER-35% **	\$1.32	\$0.71
<b>AB Health Care</b>	\$88.00 - a set rate for a family	\$88.00			
<b>Extended Health Family</b>	\$103.70 - a set rate for a family	\$103.70	ER - 100%		\$103.70
<b>Dental Family</b>	\$85.85 - a set rate for a family	\$85.75	ER - 100%		\$85.85
<b>Vision Family</b>	\$11.50 - a set rate for a family	\$11.50	EE-50%; ER-50%	\$5.75	\$5.75
		<b>\$297.76</b>		<b>\$11.48</b>	<b>\$198.38</b>

Rate changes for 2006 are unavailable at this time; the expected increase might be as high as 20% on Med/Dental premiums.

\* income is calculated as actual income times two. \$30,000 (\$15,000 actual income x 2) is a minimum base amount for calculations where a rate is used. For a councilor, only per diem amount is used for the purpose of the income calculation. That is \$250/month per councilor and \$500/month for Reeve. Since none of the councilors would make over \$15,000/year, \$30,000 income figure will be used for everyone.

\*\* starting 2006, this will change to 50/50 % allocation as described in the union agreement.  
MD employees are receiving short-term and long-term disability coverage; this coverage is not available for Council.



## Review of Rural Municipal Elected Officials Remuneration

January 2006

### FOIP Disclaimer

"Personal information that is provided in this report is protected under the Freedom of Information and Protection of Privacy Act of Alberta. The personal information that has been collected in this report relates directly to municipal elected official remuneration policies and may only be used for comparative purposes. No other use shall be made of this information and shall not be released without POMMEN Group written approval."



## 1. Background

M.D. of Mackenzie requested the POMMEN Group to research and review Alberta rural elected official remuneration on behalf of the M.D. Research was conducted for mostly northern rural municipalities within a range of population sizes. The results reflect 2005 data collected, however policies may be earlier than 2005. Chart data is compared to the M.D. of Mackenzie for comparative purposes.

Review notes are provided below to identify the variances in the municipal policies and practices that have been gleaned from the research. No attempt has been made to evaluate or assess the M.D.'s relative position to other municipalities, only comparative data is provided for further review by the M.D.

## 2. Salary and Per Diems

It is these areas where the most difference between municipalities occurs. Some municipalities, in addition to a monthly allowance, pay per diems for attendance at council and other meetings. Some municipalities do not pay a monthly allowance but pay a per diem for attendance at all meetings. Others pay a monthly allowance and restrict the number of meeting for which the elected official can claim a per diem.

The per diems reported are for a full day. Most municipalities pay one half of the amount for meeting of 4 hours duration or less. Some municipalities allow a claim for 1.5 times the amount for meetings that last longer than 8 hours (morning, afternoon and evening meetings). One municipality allows a member of council to claim 2 times the daily honorarium for meetings longer than 8 hours.

The following is a summary of the differences reported for each municipality:

- MD of Mackenzie: Pays a monthly allowance and allows municipal officials to claim per diems for council and other meetings. In addition, members of council may claim a maximum of 3 per diems for floater days to provide additional time for preparation for committee, task force and council meetings.
- Municipality "A" pays a monthly allowance "to compensate for time spent in dealing with other matters of a municipal nature". Per diems are paid for all meetings.
- Municipality "B": The Reeve and members of Council receive a per diem for all meetings approved by council in addition to the monthly allowance.
- Municipality "C" pays a monthly allowance for "ward work" which includes transportation, mileage, meals, site inspections, phone calls and time invested. The per diem is paid for all meetings and in determining the length of the meeting traveling time is added.
- Municipality "D" pays a monthly allowance to all Councilors "to compensate for time spent in dealing with other matters of a municipal nature". The Reeve is paid an additional amount for responsibilities as Reeve. Per diems are paid for all meetings.
- Municipality "E" pays the monthly allowance in addition to paying per diems for all meetings.

M.D. of Mackenzie  
Rural Municipal Elected Officials Remuneration Review – January 2006

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- Municipality "F" pays a monthly allowance for attendance at all council or council related meetings, staff and public events and preparation for meetings. Per diems are paid for conventions, zone meetings, budget meetings, council retreats, training sessions and public planning meeting not held as part of a council meeting.
- Municipality "G" allows two full day meetings per month in recognition of home business with regard to preparation time and ratepayers concerns. The Reeve and Deputy Reeves are the only ones who receive a monthly allowance in recognition of their additional duties. Travel time is included in the length of the meeting when calculating per diems.
- Municipality "H" pays a monthly allowance to the Reeve only and pays a per diem to the Reeve and Councilors for all meetings.
- Municipality "I" information is not complete enough to determine when per diems are paid and when they are not.
- Municipality "J" pays a monthly allowance for meeting preparation, telephone calls and individual meetings with electors. Per diems are paid for all meetings and when determining the length of the meeting traveling time is included.
- Municipality "K" does not pay a monthly allowance but instead pays per diems for all meetings. In addition a member of council may charge for a maximum of 4.75 per diems per month for administrative time.

### **3. Mileage**

One municipality, municipality "E" has established a mileage rate that will be paid depending on the price of gasoline. This rate is established each quarter and continues un-amended for that quarter. The rate changes from \$0.34 per kilometer if gasoline costs less than 59.9 cents per liter to \$0.60 per kilometer if gasoline is \$119.9 and above.

### **4. Accommodation**

A number of municipalities, including the MD of Mackenzie, but not all, in addition to paying the actual cost of accommodation, allow a member of Council to claim a fixed amount if members of council stay in private accommodation.

M.D. of Mackenzie  
Rural Municipal Elected Officials Remuneration Review – January 2006

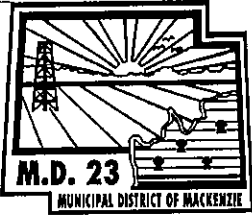
**5. Remuneration Comparisons**

	Municipality										MD of Mackenzie	Municipality	
	"A"	"B"	"C"	"D"	"E"	"F"	"G"	"H"	"I"	"J"		"K"	
<b>Population</b>	2324	2566	3636	3818	4181	5301	6895	7521	8399	9687	11505	15638	
<b>Salary (per month)</b>													
Reeve	425.00	1,000.00	630.00	1,200.00	700.00	2,553.00	250.00	200.00	2,000.00	500.00	700.00		
Deputy Reeve	350.00	1,000.00	630.00		500.00	1,842.00	50.00			250.00	400.00		
Councillor	300.00	1,000.00	630.00	600.00	400.00	1,678.00			1,000.00	250.00	400.00		
<b>Per Diem</b>													
All members	160.00		210.00	200.00	150.00	160.00		185.00	150.00	175.00	223.00	165.00	
Reeve		225.00					250.00						
Councillor		175.00					200.00						
<b>Council meetings</b>													
Reeve												177.50	
Councillor												165.00	
<b>Mileage (per km)</b>	0.43		0.40	0.44	.34 to .60	0.50	40.00	0.44	0.45	0.42	0.50	0.50	
<b>Accommodation (per night)</b>													
hotel, motel etc.				actual	actual	actual	actual			actual	actual		
private accomm.					50.00	50.00	40.00			14.00	25.00		
<b>Meals (without receipts)</b>													
Breakfast	10.00		8.00	8.00	10.00	8.00	10.00		10.00	9.50	11.00		
Lunch	14.00		10.00	12.00	15.00	12.00	15.00		15.00	11.50	16.00		
Dinner	22.00		20.00	18.00	25.00	20.00	20.00		20.00	20.00	21.50		
Total	46.00	-	38.00	38.00	50.00	40.00	45.00	-	45.00	41.00	48.50	45.00	
<b>Personal Expenses while traveling (per day)</b>													
allowance					11.50	15.00	10.00			5.00	5.00		
telephone										reasonable			
<b>Communication allowance</b>													
per month						100.00	75.00	200.00		up to 120.00			
<b>Administration Fee (per day)</b>													
max 4.75 per month												165.00	
<b>Floater days (per day)</b>													
max 3 annually										175.00			
<b>Spouses expenses</b>													
	No info	No info	No info	No info	No info	None	Registration	No info	No info	No info	Registration Banquet tks travel	AAMD& C Fall Conv Only Registration Banquet tks	
<b>Benefits (munic portion)</b>													
Group life	No info	No info	None		No info		same as staff	80%	90%	No info	Blue Cross same as staff	avail	
AD&D								80%	90%				
EHC				50%		100%		80%	90%			avail	
Dental				100%		100%		80%	90%				
AHC				80%				0%				avail	
Group Pension						50%		50%	50%				
EAP								100%				avail	
Vol Accident/Crit Illness								0%					
												Max \$242 per month	

<b>Council Meetings - Per Diems &amp; Honorariums 2005</b>											
<b>Councillor</b>	<b>Braun</b>	<b>Driedger</b>	<b>Froese</b>	<b>Neudorf</b>	<b>Neufeld</b>	<b>Newman</b>	<b>Sarapuk</b>	<b>Thompson</b>	<b>Wardley</b>	<b>Watson</b>	<b>Totals</b>
<b>Total Meetings</b>	105	124	63	86	108	67	71	56	75	43	799
<b>Per Diems</b>	\$18,375	\$21,700	\$11,025	\$15,050	\$18,900	11,725	\$12,425	\$9,800	\$13,125	\$7,525	\$139,650
<b>Honorariums</b>	\$3,000	\$3,000	\$3,000	\$3,000	\$6,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$33,000
<b>Total Honorariums Paid</b>	\$21,375	\$24,700	\$14,025	\$18,050	\$24,900	14,725	\$15,425	\$12,800	\$16,125	\$10,525	\$172,950

There were 22 Regular Council meetings, 1 Special meeting and 5 Budget meetings during 2005 for a total of 28 meetings attended by all of Council. On average, each Councillor also attended 52 committee/board/task force and workshops days in 2005.





## M.D. of Mackenzie No. 23

### Request For Decision

Agenda Item # \_\_\_\_\_

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 22, 2006</b>
<b>Presented By:</b>	<b>Christine Woodward, Executive Assistant</b>
<b>Title:</b>	<b>2006 Operating Budget Amendment</b>

#### **BACKGROUND / PROPOSAL:**

Motion 06-90 of Feb. 8/06:

*MOVED by Deputy Reeve Sarapuk*

*That the MD of Mackenzie becomes a Gold Sponsor for Northern Alberta Development Council's 2006 Challenge North Conference.*

*CARRIED*

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

The 2006 Operating Budget must be amended, with \$5,000 in funding to come from the general operating reserve. This requires unanimous consent.

#### **RECOMMENDED ACTION:**

That Council moves the following: *(requires unanimous consent)*

#### **MOTION 1:**

That the 2006 Operating Budget be amended to allow the MD of Mackenzie to become a Gold Sponsor for Northern Alberta Development Council's 2006 Challenge North Conference, with \$5,000 coming from the general operating reserve.

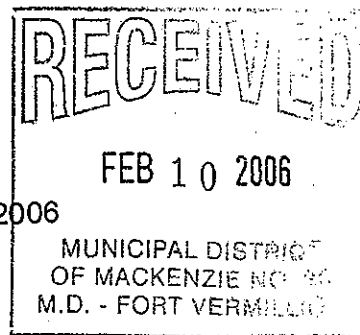
<b>Author:</b>	<b>Review Date:</b>	<b>C.A.O.:</b> 
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ALBERTA  
HEALTH AND WELLNESS

*Office of the Minister*



January 31, 2006

Mr. Bill Neufeld  
Reeve  
Municipal District of Mackenzie No. 23  
P.O. Box 640  
Fort Vermilion, Alberta  
T0H 1N0

Dear Reeve Neufeld:

As you have heard this past week in the media, Alberta is moving ahead with its Third Way in health service delivery. We intend to benefit all Albertans, and will continue to provide a strong and accessible public health system. You can be assured that access to quality health care is a priority for our government.

Alberta's Third Way creates new options and choices – choices that will strengthen our health care system. The Third Way is about keeping an open mind to innovations and getting on with the things we already know should be done. It starts with the fundamental commitment that, in Alberta, a person's ability to pay will never determine their ability to access the health care they need.

We have been fortunate in this province to be blessed with economic prosperity. This has allowed us to invest in a strong public system and we spend more per capita than all other provinces. Alberta's per capita expenditures are forecasted to be \$3300 per person in 2005/2006, which is \$450 more than the Canadian average. Alberta spends over \$9 billion a year in public funds on health, which is over one-third of the provincial budget. In addition, Albertans spend \$3.5 billion a year privately. It is worthy of note that, if this spending continues, by 2030 health spending will consume the entire provincial budget.

These higher expenditures result from a large number of health services being funded and our recent investments in health capital. For example, we were able to announce improvement of access to health care across the province with an injection of \$1.4 billion in funding approved for 20 capital projects. The announcement means additional bed capacity will be provided in the form of new buildings and renovations and expansion of existing facilities. Alberta mental health services will be expanded with the approval of 30 new projects ranging from outreach programs to day treatment and crisis intervention services with an injection of \$75 million over three years.

We all know that prosperity brings its own challenges. It leads to higher expectations and the need to ensure responsible and sustainable service delivery.

.../2

January 31, 2006

Mr. Bill Neufeld, Reeve  
Fort Vermilion, Alberta

Page 2

I want to assure you there will be ongoing communication with stakeholders. As well, as Premier Klein has indicated, our government will have open dialogue with the federal government on our health care evolution.

Our Third Way package of changes to improve Alberta's health care system is a proposal only, not yet policy. Over the next few months one avenue of communication and dialogue with Albertans will be through our website at [www.health.gov.ab.ca](http://www.health.gov.ab.ca)

The Third Way for individuals will mean more choice and a strong public system to meet their health care needs. For families, it's about incentives for healthy living. For communities, the Third Way encourages efficient use of infrastructure and initiatives to improve wellness. For regional health authorities and service providers it means more team work and incentives for innovation and collaboration. The provincial government's commitment is to improve access while protecting a strong public system.

We look forward to hearing your views should you choose to make them known through our website or by writing to us. Your ideas as a respected community leader will help us find a better way to build Alberta's future health delivery system.

Thank-you for your consideration of this letter.

*God bless  
you Bill.*

Sincerely yours,

  
Iris Evans  
Minister



**INFORMATION BULLETIN**  
February 15, 2006

*Attention: Mayors, Councillors & CAOs*

## **THE 2006 AUMA SPRING REGIONAL SESSIONS AGENDA**

This is a reminder confirming the following dates and locations for the Annual AUMA Spring Regional Seminars. The Registration Form and Agenda is now attached and may also be accessed via [www.munilink.net](http://www.munilink.net).

**April 18<sup>th</sup> – Grande Prairie**  
Holiday Inn Hotel & Suites  
9816 – 107 Street  
1-888-465-4329

**April 25<sup>th</sup> – Red Deer**  
Capri Hotel Trade and  
Conference Centre  
3310 - 50<sup>th</sup> Avenue  
1-888-784-3088

**April 20<sup>th</sup> – Edmonton**  
Ramada Hotel  
11830 Kingsway Avenue  
780-454-5454

**May 2<sup>nd</sup> – Lethbridge**  
Lethbridge Lodge  
320 Scenic Drive  
1-800-661-1232

Thank you

Bob Hawkesworth  
President

John McGowan  
CEO



## 2006 Regional Seminars

### AGENDA

<b>8:30 – 9:00</b>	<b>Registration/Coffee</b>
9:00 – 9:15	Host Municipality Greetings
9:15 – 10:00	AUMA President Update
10:00 – 10:30	Services update (General Insurance, Risk Services, Benefits Services, Energy Aggregation, MuniShare, other services)
<b>10:30 – 10:45</b>	<b>Coffee Break</b>
10:45 – 11:30	Services update <i>continued</i>
11:30 – 12:00	Land-use policies
<b>12:00 – 1:00</b>	<b>Lunch</b>
1:00 – 1:30	Municipal Infrastructure construction costs.
1:30 – 1:45	Energy Management Planning
1:45 – 2:30	Regional Strategies
<b>2:30 – 2:45</b>	<b>Coffee Break</b>
2:45 – 3:45	Municipal Sustainability Planning
3:45 – 4:30	Open Forum with Ministers & MLAs



## 2006 REGIONAL SEMINARS REGISTRATION FORM

Please indicate the seminar you wish to attend:

- April 18<sup>th</sup> **Grande Prairie**, Holiday Inn Hotel & Suites  
9816 – 107<sup>th</sup> Street – 1-888-465-4329
- April 20<sup>th</sup> **Edmonton**, Ramada Inn  
11830 Kingsway Avenue – 1-780-454-5454
- April 25<sup>th</sup> **Red Deer**, Capri Hotel Trade and Conference Centre  
3310 - 50<sup>th</sup> Avenue – 1-888-784-3008
- May 2<sup>nd</sup> **Lethbridge**, Lethbridge Lodge  
320 Scenic Drive – 1-800-661-1232

Municipality: \_\_\_\_\_

Attendee(s): 1. \_\_\_\_\_

2. \_\_\_\_\_

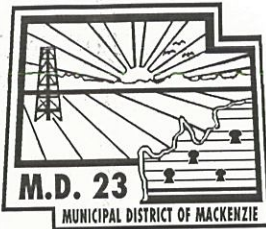
3. \_\_\_\_\_

**\$75 per person plus GST**  
**AUMA will invoice your municipality**

Register by: Fax (780) 433-4454 or E-Mail [rwatts@auma.ab.ca](mailto:rwatts@auma.ab.ca)

*Written cancellation must be forwarded to the AUMA office 48 hours  
prior to the seminar date*

**THANK YOU FOR COMING!**



## M.D. of Mackenzie No. 23

### Request For Decision

Agenda Item # \_\_\_\_\_

<b>Meeting:</b>	Regular Council Meeting
<b>Meeting Date:</b>	February 22, 2006
<b>Presented By:</b>	Eva Schmidt, Planning Supervisor
<b>Title:</b>	Land Sale Plan 822 3269, Block 3, Lot A

#### **BACKGROUND / PROPOSAL:**

On November 8, 2005 Council Meeting, Bylaw 526/05, request to rezone Plan 822 3269, Block 3, Lot A from Hamlet Public to Hamlet Residential District 2, was tabled further to the adoption of the Fort Vermilion Area Structure Plan and to advertise for public tender for sale of the land.

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

On December 7, 14 & 21, 2005 an ad was placed in the Northern Pioneer requesting tenders for Plan 822 3269, Block 3, Lot A.

Two tenders were submitted before the due date of January 2, 2006. Mr. Neudorf of La Crete, AB offered \$12,000.00 and Mr. Kosir of Edmonton, AB offered \$30,200.00 accompanied with a cheque for the full amount. This offer is \$14,890.00 above the assessed value of \$15,310.00.

Mr. Gerry Kosir's offer of \$30,200.00 was accepted and the transfer papers are in process.

#### **COSTS / SOURCE OF FUNDING:**

N/A

#### **RECOMMENDED ACTION:**

That the Land Sale Plan 822 3269, Block 3, Lot A be accepted as information.

<b>Author:</b> Eva Schmidt, Planning Supervisor	<b>Review Date:</b>	<b>C.A.O.:</b> 
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Dec 22 05

Director of Development &amp; Planning

Re: Tender Purchase of Plans 822 324 9  
Block 3 KOTA

Dear Sir/Madame

Enclosed is my Bid for the above mentioned  
lot. My Bid is \$30,200.00 and enclosed is  
a post dated cheque to Jan 15 2006 for this offer

Sincerely

Ray Kono

ENERGY KOSOVA

DEC. 31 - 05

RE: INVITATION FOR TENDER

PLAN 822 3269, BLOCK 3, LOTA. IN FORT VERMILION

MY OFFER \$ 12,000<sup>00</sup>

Twelve thousand dollars

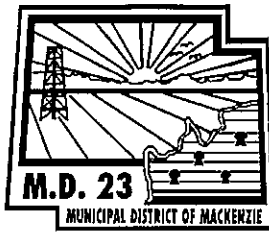
From: 1092123 ALBERTA LTD.  
Box 12  
LA CRETE, AB  
T0H-2H0

GEORGE NEUDORF



926-0634





## M.D. of Mackenzie No. 23

### Request For Decision

Agenda Item # \_\_\_\_\_

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 22, 2006</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Director of Corporate Services</b>
<b>Title:</b>	<b>Assessment Audit</b>

#### **BACKGROUND / PROPOSAL:**

Under Alberta Regulations 220/2004 Section 20, the Minister may require annual or detailed audits of assessments.

A formal assessment audit program was initiated by Alberta Municipal Affairs, Assessment Audit Branch five years ago. During the five-year period they had planned to perform an assessment audit of all municipalities. The Mackenzie audit was at the end of this five-year cycle.

This is the first Mackenzie assessment audit in the history of the municipality; and it was performed on the Municipality's 2005 assessment.

Alberta Municipal Affairs is planning to continue with this program in the future. The new five-year review cycle is scheduled to begin April 1, 2006.

It is important to mention that Council also could request a detailed audit of a municipality's assessment from Municipal Affairs if it is necessary.

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

No major concerns arose from this audit. The Assessment Audit document has a Summary of Recommendations section. This section contains the following:

- ✓ Compliance with Legislation and Regulations section – these are high priority recommendations that must be addressed within a year.
- ✓ Adoption of Best Practices – these are medium and low priority recommendations.

Executive Summary is attached to this RFD.

<b>Author:</b> YW	<b>Review Date:</b>	<b>C.A.O.:</b>
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We are currently working with our assessor to correct the findings. Medium and low priority items are being addressed in order of importance.

**COSTS / SOURCE OF FUNDING:**

NA

**RECOMMENDED ACTION:**

For information.

<b>Author:</b> YW	<b>Review Date:</b>	<b>C.A.O.:</b>
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File No: 02034-505-16

January 25, 2006

Mr. Ray Coad, CAO  
Municipal District of Mackenzie No. 23  
P.O. Box 640  
Fort Vermilion, Alberta  
T0H 1N0

Dear Mr. Ray Coad:

On behalf of the Minister of Municipal Affairs, I have completed the detailed assessment audit in Municipal District of Mackenzie No. 23 and I am pleased to provide you with a copy of the audit report.


The objective of a detailed assessment audit is to provide the Minister and the municipality with an unbiased opinion as to the quality of the 2005 assessment roll and whether the municipality adequately adheres to assessment standards.

The report identifies where opportunities exist to improve assessment performance and the quality of the assessment roll, and it is intended to act as a basis for action by the Municipal District of Mackenzie No. 23 to address the findings and recommendations of the audit. Please note that a follow-up to this audit will be scheduled next year to evaluate the progress made by the Municipal District of Mackenzie No. 23 in addressing the recommendations.

Please inform your council that the detailed assessment audit is complete, and of the findings and recommendations in the report.

I extend my appreciation to the assessor and the staff of the municipality for their cooperation during the course of the audit. Should you or the council have any questions about the audit or the report, please contact me at (780) 624-6129.

Sincerely,

  
Ron Bennett  
Assessment Auditor

Encl,

cc: Jerry Husar, Director, Assessment Audit

## **PART A - EXECUTIVE SUMMARY**

### **1.0 Overview**

#### **1.1 Introduction**

Assessments are prepared in accordance with Part 9 of the Municipal Government Act (the Act) and the regulations. Audits of assessments are normally performed under the authority of section 20 of the Matters Relating to Assessment and Taxation Regulation (Alberta Regulation 220/2004) by assessment auditors who are appointed by the Minister of Municipal Affairs.

#### **1.2 Objective of the Audit**

The objective of the detailed assessment audit is to provide an unbiased opinion as to the quality of a municipality's assessment roll measured against the standards set out in the Detailed Assessment Audit Manual. The opinion will be based upon a review of the practices and procedures used in the administration of the municipality's assessment program in relation to the applicable legislation and regulations, best practice references, and the audit procedures outlined in the Manual. The audit also provides a means to make recommendations to the municipality to improve assessment performance.

Questions addressed by a detailed audit include:

- Are assessments of property prepared using the market value standard fair and equitable?
- Are assessments of regulated property prepared according to legislation and the applicable Minister's Guidelines?
- Has the municipality and its appointed assessor complied with the applicable legislation?
- Were assessment administration and valuation best practices followed?

#### **1.3 Scope and Results**

##### **In Scope**

Properties that the Municipal District of Mackenzie No. 23 is required to prepare assessments for were reviewed.

## **Out of Scope**

The following topics are out of scope for this audit:

- Provincial and municipal tax policy,
- Equalized assessment and education requisition policy,
- Business assessment and taxation provisions in Part 10 of the Act other than those for property tax,
- Supplementary assessments, and
- Linear property assessments.

## **Findings of Audit**

In our opinion, the Municipal District of Mackenzie No. 23, in preparing its 2005 assessment roll, has met most of the standards with respect to legislated requirements and most of the standards with respect to best assessment practices and procedures.

This report contains 18 recommendations. Of these, there are 5 recommendations that are considered to be of particular importance and require action in the upcoming assessment year.

The remaining 13 recommendations identify opportunities to improve practices and procedures used by the Municipal District of Mackenzie No. 23 within the context of best practices in Alberta.

## ***Summary of Recommendations***

### **Compliance with Legislation and Regulations**

Overall, the municipality has complied with most of the requirements of Part 9 of the Municipal Government Act and the applicable regulations. The exceptions that were noted are:

- **High priority:**
  1. For each parcel of land assessed at the market value standard, the assessor must maintain a record of the land use bylaw code. To comply with ASSET, the information must be maintained in the CAMA system.
  2. The assessor must review and assess all schools that are not registered or established under the School Act and classify them as taxable.

3. The assessor must review the tax status of the High Level Golf Course.
4. To help correct the data discrepancies for some farm land parcels, a review of all farm land properties must be carried out as stated in the current assessor's work plan.
5. The assessor must review the assessments of vacant and improved residential and vacant non-residential properties to ensure that they meet the regulated standard for the median ASR and the coefficient of dispersion (COD). Where sufficient sales exist, the ratio study should also involve stratifying and analyzing the assessment group by key characteristics, such as actual use, market areas /neighbourhoods, model type-quality, effective age, parcel size, and main floor area to ensure that all property sub-groups meet the regulated standard for the median ASR and the coefficient of dispersion (COD).

### **Adoption of Best Practices**

A number of standards respecting best assessment practices have been adopted in Alberta because they contribute to a high quality assessment program. Municipalities can reasonably be expected to meet these standards even though they are not specifically expressed in legislation.

- **High priority:**

It is recommended that:

1. The assessment services contract describe the responsibilities of the assessor, the manner by which the assessment base is continually reviewed and updated, and the internal quality controls that are used to determine whether the plan is followed.
2. The municipality make an image of the 2003 aerial photos within the GIS system available to the assessor for each farm land parcel, or provide a workable arrangement whereby information from the GIS system can be used by the assessor to identify changes. This would assist the assessor with the re-inspection cycle for farm land.

3. The assessor incorporate an on-site inspection of all equipment into his re-inspection cycle for oil and gas machinery and equipment. It is suggested that this type of re-inspection occur once every 3 to 5 years depending the oil/gas field activity level.
4. The assessor re-inspect sawmill properties yearly or at least every second year to ensure that machinery and equipment and related improvements are current and accurate.
5. The assessor complete a time adjustment study and, if indicated in the analysis, an appropriate time adjustment should be applied to the sale price.

- **Medium priority:**

It is recommended that:

1. The assessment contract describe a plan for the re-inspection of regulated and market value properties, and define the type of inspections (e.g., exterior only, interior, drive-by, etc.) that are to be carried out in the municipality.
2. The last inspection date, the inspection type and the person who inspected the property be entered into the CAMA system to assist with reviewing whether the re-inspection plan is being followed. This includes no change properties also.
3. The assessor have a written policy for the verification and coding of sales data to promote consistency and accuracy.
4. Income data be used, where applicable, in the hamlets of La Crete and Fort Vermilion to supplement the other approaches to value non-residential properties in the Municipal District.
5. The assessor develop and use the income approach to value the apartment buildings, the manufactured home park, and the hotels and motels.

- **Low priority:**

It is recommended that:

1. Even though there are few income producing properties in the Municipal District of Mackenzie, the assessor develop a program to routinely collect income and expense data for these properties. This data would be used to supplement the other approaches to value.
2. The data for income producing properties be maintained on a spreadsheet or a similar form that supports the analysis of the data.
3. The assessment notice package periodically include general information explaining assessment, such as the pamphlet produced by Alberta Municipal Affairs entitled "Is your property assessment fair and accurate?"

### **Acknowledgements**

The cooperation received from the municipality's staff is greatly appreciated. We received all the information, reports and explanations that were required to conduct the audit in a timely and courteous manner.

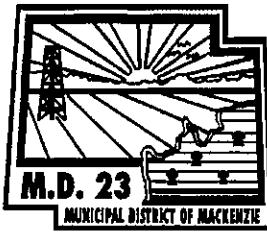
### **Next Steps**

The Municipal District of Mackenzie No. 23 acceptance of these recommendations will demonstrate a commitment towards the continued improvement of assessment practices in the municipality, and will contribute toward enhancing assessment quality across the province.

The assessor and the chief administrative officer were asked to respond to the conclusions and recommendations contained in the audit report, indicating the actions that will be taken to address the recommendations and the timeframe in which the actions will be completed. The specific tasks reviewed for the audit, the auditor's conclusions and recommendations, and the municipality's response are presented in "Part B - Findings and Municipal Response," on pages 6 to 29.

A follow-up audit will be conducted in 2006 to evaluate the progress on actions taken by the municipality to address the recommendations contained in the report.





## M.D. of Mackenzie No. 23

### Request For Decision

Agenda Item # \_\_\_\_\_

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 22, 2006</b>
<b>Presented By:</b>	<b>Brenda Wiebe, Roads Supervisor</b>
<b>Title:</b>	<b>Assumption Bypass</b>

#### **BACKGROUND / PROPOSAL:**

An open house for the Assumption Bypass project is scheduled for February 23, 2006 at 1:00 p.m.

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

On February 1, 2006 administration met with some of the trappers and elders of the community in Assumption. The notes from the meeting are attached but following is a summary of their requests and concerns:

- Environmental impact assessment now and 5 years after the project has been completed to identify how construction of the road has impacted the wildlife in the area.
- The bypass road without the major hill will increase the speed and amount of truck traffic.
- Dust control, preferably pavement, was requested.
- Compensation for loss of income for the trappers of the area (12 trappers at \$6000/year for 6 years).
- The salvageable and non-salvageable timber should be given to the nearest community (current FMA belongs to Tolko and Footner Forest Products).
- The clearing and construction should NOT be bid; an hourly rate should be negotiated.

#### **COSTS / SOURCE OF FUNDING:**

To address the concerns of the Dene Tha, following is a summary of costs:

Pavement	\$5,200,000
Trapper Compensation	432,000

Author:

Reviewed:

C.A.O.:

Environmental assessment

unknown, SRD has some information on the current animal movements


Timber

likely be auctioned off but cannot be given directly to the band.

The original cost estimate for the road construction project was completed in 2003 and was approximately \$2.3 million. EXH has updated this estimate for anticipated 2006 rates and the cost has risen to \$3,967,000. This does not include any of the items listed above.

**RECOMMENDED ACTION:**

That the meeting notes for the Assumption Bypass meaningful consultation on February 1, 2006 be accepted for information.

Author:	Reviewed:	C.A.O.: 
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# Assumption Bypass Project

Meaningful Consultation with Trappers and Elders  
Dene Tha Administration Building, Assumption  
February 1, 2006  
1:00 p.m.

Present: Ray Coad, CAO, M.D. of Mackenzie (MD)  
Rick Evan, Project Services Technologist, M.D. of Mackenzie (MD)  
Brenda Wiebe, Roads Supervisor, M.D. of Mackenzie (MD)  
Rene Richards, EXH Engineering Services (EXH)  
Jeff Johnston, EXH Engineering Services (EXH)  
Marcus Ruehl, Sustainable Resource Development (SRD)  
Colin Needham, Sustainable Resource Development (SRD)  
Ken Rich, Dene Tha  
Members of the public

- One trapper asked if they could snowmobile along the proposed road alignment to identify good areas to construct a log cabin.
- The trappers would like to identify medicine trees along the proposed road alignment.
- The Dene Tha requested enough of the salvageable lumber to construct two log cabins. SRD responded that the timber belongs to Tolko and they would need to release it to the Band. They then asked for all of the salvageable timber.
- Councilor Fabian stated that the smaller (non-salvageable) timber could be used for fence posts, firewood, etc. They feel that this timber should be turned over to the nearest community.
- It was mentioned numerous times that if the bypass had been constructed years ago many lives would have been saved and they completely support the construction of a bypass road.
- The current Assumption road is very dusty and muddy when it rains. The Dene Tha would like the MD to provide dust control.
- Concerns in regards to increased truck traffic and speeds were discussed. An advantage of the large hill is that it slows down the traffic. A road without hills will increase speeds which will result in increased accidents, including more accidents involving buffalo.
- Councilor Fabian reiterated that everyone knows we need that bypass road.

- Trapper Joe Pastian said that the road construction would result in loss of potential income. For compensation he would like the MD to pay each trapper \$6000 per year for each trapper for six years. He added that there are twelve trappers in the area. Some other concerns he raised were in regards to ensuring all environmental issues were addressed, option of pavement and monitoring the area prior and after the road construction to observe the impact of construction on the animal patterns.
- One member of the public mentioned that 90 – 95% of the band wants the road construction bypass to proceed but they want it to be safe.
- Again someone questioned how the road would be made safer and they questioned how the MD would monitor the environmental implications, now and five years from now.
- Someone asked who would maintain the new road. Ray responded that it would remain the M.D.'s responsible.
- A question was raised about who would complete the clearing and construction. They disagree with bringing new people into the area to make money off of the project. Ray stated that the Dene Tha would be welcome to bid on the work. The comments that followed were items such as: when a project is affecting this community these people should be involved, if this project is bid the project will not go ahead, and project should be negotiated not bid.
- There was discussion surrounding the Alberta Infrastructure and Transportation clause regarding aboriginal work content in contracts. 50% sounded fair to the public present.
- Ken Rich stated that they would be willing to negotiate their hourly rates for clearing and construction.
- The two main concerns from the band surrounding this project are safety and benefits to the community.
- One person present said they may not necessarily need pavement but some type of dust control would be necessary.
- A question regarding reclamation of the current road was brought up. EXH replied saying an access must remain open to the tower so there would likely be a gate at the south end and reclaim a portion of the north end. The band responded that they do not want the current road completely reclaimed but they want it to become a narrower (one way) road and they want the sloughs opened up again.

- One member asked if there is information available comparing animal movements from twenty years ago to today. SRD said some information is available but he was not certain exactly what detail they have.
- The M.D. emphasized the deadline for proceeding with the project is March 31, 2006.
- A public open house is scheduled for February 23, 2006 to receive public input from the community.

## Operations Committee Meeting

Municipal District of Mackenzie

Friday, January 20, 2006

10:00 a.m.

### Minutes

Present: Peter Braun, Councilor  
Greg Newman, Councilor  
Willy Neudorf, Councilor

Also Present: Ray Coad, CAO  
Brenda Wiebe, Roads Supervisor  
Connie Friesen, Recording Secretary

Call to Order at 10:07am

1. Terms of Reference were reviewed.
2. Committee Chairperson Election
  - Willie nominated Peter. Peter accepted.

Adoption of agenda-

- 8a – Roll
- 8b – AVL Systems

4. 88 Connector/Hwy 697-Slip Ramp
  - No Left turn sign needs to be put up to direct traffic through the jug handle.
  - Alberta Infrastructure & Transportation has stated that they will not include this project in the 2006 Hwy 697 overlay project. Therefore, this item will be taken to the February 8, 2006 Council meeting, recommending a letter be written to MLA Frank Oberle.

#### 5. 2006 Gravel Crushing Contracts/RESV 14 Gravel

- Gravel needs to be crushed in Meander 4 in order to gravel the Zama access in 2006.
- Currently gravel quantity at Mercredi is not sufficient for the 2006 regravelling program and the West La Crete pit has been completely depleted. Gravel needs to be crushed in both these areas.
- Gravel Crushing Contract presently being tendered with a closing date of January 31. All schedules are deletable and quantities can be altered.
- The latest estimate for the crushing contract is \$1.3 million.
- Willy Neudorf moved to have this received as information.

## 6. PW011 Log Hauls

- Check with other municipalities to see how they handle over weights and if they have road bans in place year round.
- Research the option of using gravel royalties from private pits to offset the cost of maintenance.

## 7. Buffalo Head Prairie Intersection

- The MD's proposal for a service road and passing lanes is not being accepted by the sawmills. Peter Wolfe wants the MD to help build the road into his proposed subdivision heading south towards the Buffalo Head School.
- Brenda will check to see what Alberta Transportation has allocated to the jug handle project.
- Brenda will ask EXH to provide a cost estimate to construct an access road and intersection upgrades across Peter Wolfe's property.

## 8. Construction Foreman

- Needs to be qualified and experienced.
- Brenda will update the job description and take it to Council to make the position out of scope and to increase the salary from the current union grid.
- Advertising will be done after it has been taken to Council.

## 9. Additional Items

### a. Roll of Committee-Scope

- To look at ways to be more efficient. To give more insight and ideas for the supervisor. The purpose is not to look at day to day operations.
- If there are issues that are continuous they are to be brought to these meetings and then take steps to solve them.
- Leadhands need to be more attentive to the condition of the roads and the direction should be from them to the grader operators.

### b. AVL systems

- It needs to be used to its full potential and grader operators need to be made more familiar with using the AVL to help us to identify certain things like when signs are down.

### c. Non-conforming Roads Policy

- Should be on next agenda.

### d. Signage Bylaw

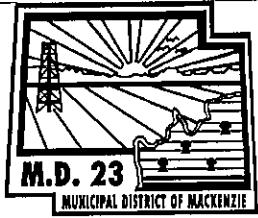
- Deferred to next meeting.

e. Next Meeting Scheduled

- February 16, 2006 in Fort Vermillion at 9am.

Motioned by Willy Neudorf to adjourn at 12:07pm





## M.D. of Mackenzie No. 23

### Notice of Motion or New Business Item

Agenda Item # \_\_\_\_\_

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 22, 2006</b>
<b>Presented By:</b>	<b>Council</b>
<b>Title:</b>	<b>Tallcree First Nation - Agreements Committee Formation</b>

#### NEW BUSINESS ITEM

#### BACKGROUND / PROPOSAL:

Consideration and planning is needed for future development in the Fort Vermillion/Tallcree First Nation Reserve boundaries, including but not limited to

- ❖ Water/Sewer Agreement
- ❖ Fire Protection Agreement
- ❖ Adjacent Lands & Development
- ❖ Terms of Reference for Negotiations

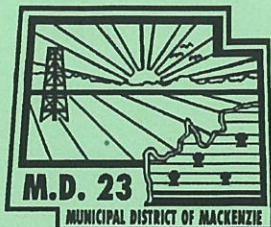
#### OPTIONS & BENEFITS:

#### COSTS & SOURCE OF FUNDING:

#### RECOMMENDED ACTION:

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Addition



# M.D. of Mackenzie No. 23

## Request For Decision

Agenda Item # 10.5

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 22, 2006</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Director of Corporate Services</b>
<b>Title:</b>	<b>The 2005 Audit Plan – Ernst &amp; Young LLP</b>

### BACKGROUND / PROPOSAL:

Ernst & Young LLP is an appointed auditing firm for the MD or Mackenzie.

Under MGA, Section 281, the auditor must report to the council on the annual financial statements and financial information return of the municipality.

### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Prior to conducting an annual audit, Ernst & Young prepares an audit plan and submits it to the Council.

The 2005 Audit Plan is attached for your information. Should you have any questions or concerns, auditors contact information is included in the Audit Plan.

### COSTS / SOURCE OF FUNDING:

NA

### RECOMMENDED ACTION:

For information.

<b>Author:</b> YW	<b>Review Date:</b>	<b>C.A.O.:</b>
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ASSURANCE AND ADVISORY  
BUSINESS SERVICES

DECEMBER 31, 2005



# **Municipal District of Mackenzie No. 23**

## **2005 Audit Plan**

Report to the District Council

January 31, 2006

Members of District Council  
Municipal District of Mackenzie No. 23

Dear Members of Council:

We are pleased to present our audit approach for the Municipal District of Mackenzie No. 23 ("the District"). This report outlines the scope of our work, the team of Ernst & Young professionals that will serve you, and what we see as the key considerations affecting the 2005 audit.

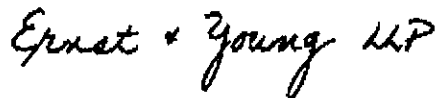
Our current-year plan has been prepared based on our understanding of the District's operations. It is designed to be responsive to the unique needs of the District, to maximize audit effectiveness, and to deliver the high quality you expect.

Our audit is designed to express opinions on the 2005 financial statements and financial information return for the District. We will consider the District's current and emerging business risks, perform an assessment of risks that could materially affect the financial statements and financial information return, and align our audit procedures accordingly.

The District and Ernst & Young share a commitment to quality. Our job demands a thorough understanding of the District, its operations, and emerging issues in order to mitigate risk. Our commitment to quality is and will continue to be reflected in every aspect of our work.

If you have any questions or comments, please call Alan Rudosky (441-4661), Robert Driesen (441-4659) or Karen Fischer (441-4693).

Yours truly,



A.C. Rudosky

# Contents

## 2005 Audit Plan:

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Appendix A—Table of Required Communications with District Council

Appendix B—Letter of Independence

# ERNST AND YOUNG AUDIT APPROACH

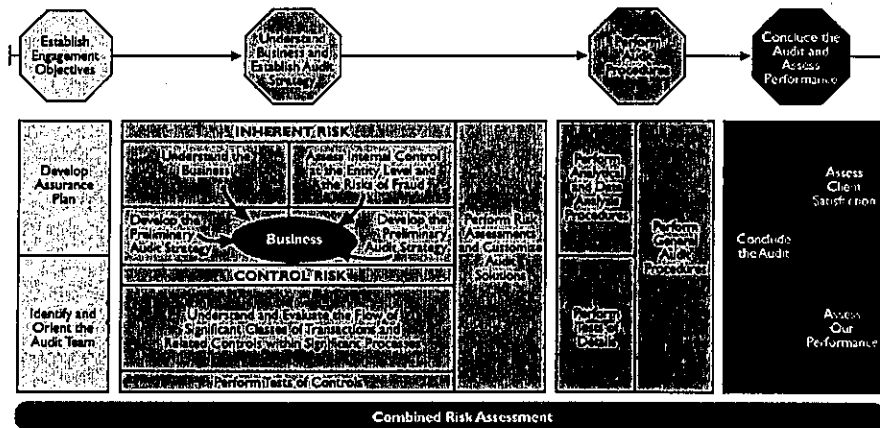
## DEVELOP ASSURANCE PLAN

We understand and validate:

- District Council and administration expectations regarding communications and service delivery
- Deliverables and audit scope

## TEAM

We establish an engagement team with the right industry and technical skills to execute the audit and deliver on our commitments to you.



## UNDERSTAND THE BUSINESS

Audit risk is influenced by business risk. Our audit begins with understanding current and emerging developments that could affect the District’s business environment and risk. We consider such items as relevant industry, regulatory, and other external factors, the nature and composition of the District, the District’s selection and application of accounting policies, the District’s objectives and strategies, and key performance indicators and other performance areas emphasized by administration. We monitor key issues and changes within the District and business environment to continually update the District’s business risk profile. We update our audit strategy to focus on areas that signal vulnerability and risk.

## ESTABLISH AUDIT STRATEGY

We establish a portfolio of audit procedures that are customized based on the District’s significant accounts, disclosures and classes of transactions, as well as our assessment of risk, including the risk of fraud. Our procedures include tests of controls and tests of details of significant account balances and transactions.

## PERFORM AUDIT PROCEDURES AND CONCLUDE

Our primary deliverable is our opinion on the District’s financial statements and financial information return.

## CLIENT SATISFACTION

We monitor our success in meeting the District’s needs and expectations through our client satisfaction improvement process, which we refer to as our Assessment of Service Quality.

## DISTRICT COUNCIL COMMUNICATIONS

CICA Handbook Section 5751 and other professional standards require the auditor to communicate certain matters to the District Council that may assist in overseeing administration's financial reporting and disclosure process. Presented below is a summary of the deliverables together with applicable topics that we are committed to providing, and discussing with you during your 2005 audit year. This communications plan will facilitate open and frequent communications with the District Council throughout the year, while ensuring that we meet our professional and regulatory requirements.

District Council Deliverable	Audit Plan	Independence Letter	Audit Results
<b>Topic:</b>			
The Ernst & Young Audit Approach	X		
Deliverables	X		
Required Communications	X	X	X
Audit Engagement Team	X		
Accounting and Auditing Developments	X		X
Audit Scope and Coverage	X		X
Audit Timetable	X		
Areas of Audit Emphasis	X		
Fees	X		X
Accounting Policies, Judgments and Estimates			X
Consideration of Fraud in a Audit	X		X
Independence Matters		X	X
Findings and Observations			X
Summary of Unrecorded Audit Differences			X

## REQUIRED COMMUNICATIONS

Area	Comments
<b>Audit and non-audit services provided by the Auditor</b> The auditor communicates with the District Council the audit and non-audit services the auditor is providing to the entity and its related entities.	Refer to the "Deliverables" section.



2005 AUDIT PLAN

Area	Comments
<p><b>Auditors' Responsibilities under Generally Accepted Auditing Standards (GAAS)</b></p>	<p>Administration is responsible for the preparation of the financial statements and financial information return, which includes responsibilities related to internal control, such as designing and maintaining accounting records, selecting and applying accounting policies, safeguarding assets and preventing and detecting fraud and error.</p> <p>The auditor's responsibility is to express an opinion on the financial statements and financial information return based on an audit thereof.</p> <p>An audit is performed to obtain reasonable but not absolute assurance as to whether the financial statements and financial information return are free of material misstatement and, owing to the inherent limitations of an audit, there is an unavoidable risk that some misstatements of the financial statements and financial information return will not be detected (particularly intentional misstatements concealed through collusion) even though the audit is properly planned and performed.</p> <p>The audit includes:</p> <ul style="list-style-type: none"> <li>• obtaining an understanding of the entity and its environment including internal control in order to plan the audit and to assess the risk that the financial statements may contain misstatements that, individually or in the aggregate, are material to the financial statements and financial information return taken as a whole;</li> <li>• examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements and financial information return;</li> <li>• assessing the accounting principles used and their application; and</li> <li>• assessing the significant estimates made by administration.</li> </ul> <p>When the auditor's risk assessment includes an expectation of the operating effectiveness of controls, sufficient appropriate audit evidence will be obtained through tests of controls to support the assessment, but the scope of the auditor's review of internal control will be insufficient to express an opinion as to the effectiveness or efficiency of the entity's controls.</p> <p>The auditor will express an opinion as to whether the financial statements present fairly in all material respects, in accordance with generally accepted accounting principles (GAAP), the financial position, results of operations and changes in financial position of the entity. Since the financial information return is prepared for statistical purposes solely for Alberta Municipal Affairs and not intended to be general purpose financial statements, the financial information return audit report will express an opinion whether the return is presented fairly, in all material respects, in accordance with a basis other than GAAP.</p>
<p><b>Our overall audit strategy</b></p> <p>The auditor communicates with the District Council aspects of the overall audit strategy:</p> <ul style="list-style-type: none"> <li>• areas of the financial statements and financial information return identified by the auditor, administration or the District Council as having a high risk of material misstatement, and the auditor's response thereto;</li> <li>• the materiality and audit risk levels on which the audit is based;</li> <li>• the preliminary assessment of internal control, the planned extent of audit work related to internal control, the effect of any control reliance on year-end procedures and our general audit approach;</li> </ul>	<p>Refer to the "Areas of Emphasis for the Audit" section.</p> <p>Refer to the "Audit Scope" section.</p> <p>Refer to the "Audit Scope" section.</p>

2005 AUDIT PLAN

Area	Comments
<ul style="list-style-type: none"><li>• other specific items likely to be of particular interest to the District Council, including any extensions of the scope of the audit requested by the audit committee or administration;</li><li>• the effects of new developments in accounting standards, or legislative or regulatory requirements, on the entity's financial reporting;</li><li>• the relevance of administration representations to the audit evidence gathered by the auditor and the need to obtain certain administration representations in writing;</li><li>• the timing of the audit.</li></ul>	Refer to the "Areas of Emphasis for the Audit" section.  Refer to the "Accounting and Auditing Developments" section.  Refer to our engagement letter.  Refer to the "Timetable" section.
<b>Other required communications</b>	Refer to Appendix A.

## AUDIT SCOPE

### DELIVERABLES

We have planned our audit approach in conjunction with discussions with administration. We believe our audit plan represents an approach responsive to the assessment of risk for the District. Specifically, we have planned our audit and other procedures to:

- Enable us to express an audit opinion on the financial statements of the Municipal District of Mackenzie No.23 for the year ended December 31, 2005,
- Enable us to express an audit opinion on the financial information return of the Municipal District of Mackenzie No. 23 for the year ended December 31, 2005,
- Facilitate the presentation of the results of our audit including required audit communications, business and internal control observations, other important reporting matters and issue a letter of recommendations if necessary;
- Provide assistance, if required, in connection with accounting for complex or non-routine transactions; and
- Provide assistance in connection with financial statement reporting and disclosures.

We have also been engaged by Administration to express an opinion on the Local Authorities Pension Plan ("LAPP") Annual/Adjustment Report and Statement of Non-Participating Employees of the District for the year ended December 31, 2005. The auditors' report on these documents must be submitted to LAPP by June 30, 2006. The auditor's report will state whether, in our opinion, the Annual/Adjustment Report and Statement of Non-Participating Employees was prepared by Administration in accordance with the Local Authorities Pension Plan Instruction Manual.

### MATERIALITY

At the conclusion of the audit we will evaluate whether the total effect of audit differences we identify is material to the fair presentation of the related financial statements and financial information return. Materiality is defined as the magnitude of omission or misstatement individually or in aggregate that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the financial statements and financial information return would have been changed or influenced by such omission or misstatement. We will reconsider the appropriateness of materiality throughout the audit to ensure that sufficient procedures are performed.

In the case of the District, it is common to measure materiality in terms of a range between 0.5% and 1% of expenditures. The materiality to be used in applying judgments and in conducting representative tests during the fiscal 2005 audit will be \$180,000 (2004 - \$160,000).

**RELIANCE ON INTERNAL CONTROLS**

We have preliminarily assessed the District's general internal control environment as effective. However, as in past years, we will not be testing and placing reliance on controls but rather, will use a substantive audit approach as it is the more efficient approach for this audit. As a result, the majority of our audit effort will be performed on the year-end balances, whereby detailed transaction testing of all significant account balances will be completed as at the year end to provide the necessary level of audit assurance.

## AREAS OF EMPHASIS FOR THE AUDIT

Key issues and risks we have presently identified as areas of emphasis for the audit of the financial statements and financial information return include the following:

Key Issue / Risk Area	Comments
<p><b>Gravel Reclamation Liability</b></p> <p>The District must annually estimate the reclamation liability expected to be incurred in the future related to District's gravel pits/piles. At December 31, 2004, the District has recorded an expected reclamation liability of approximately \$403,800.</p>	<p>We will review administration's assessment of the District's total expected reclamation liability at year end to ensure any material amounts are properly recorded.</p>
<p><b>Land, Structures and Equipment</b></p> <p>The District has an annual program of establishing and maintaining the District's infrastructure and capital equipment such as the current water treatment plant upgrade project. As part of that process, administration must review if new asset purchases result in existing assets no longer having value, requiring a write-down to the District's capital asset balance.</p>	<p>We will examine the costs incurred by the District on infrastructure and capital equipment projects to verify appropriate amounts are capitalized as new assets, a betterment to existing assets or if the costs incurred should be expensed as repair and maintenance. We will also verify that only physical asset additions are expensed as capital fund expenditures as required under financial statement presentation and disclosure guidelines.</p>
<p><b>Allowance on Receivables</b></p> <p>As a municipality, the District generally should not have a large amount of receivables at year end. Although the District has processes for recovering taxation and certain utility receivables in arrears, other receivables such as user fees and charges, have a higher risk of non-collection if in arrears for an extended period of time.</p>	<p>We will examine the receivables outstanding at year end and verify that the District has appropriately provided in the general ledger for those receivables that appear to have a higher collection risk.</p>
<p><b>Year End Cut-off</b></p> <p>Accurate financial statements require that revenues and expenditures are properly matched and recorded in the period they are incurred.</p>	<p>We will review and test administration's year-end cut-off to ensure all significant items related to fiscal 2005 are recorded at the year end date.</p>
<p><b>Deferred Revenues and Reserves</b></p> <p>Under PSAB rules, restricted funding should not be recognized into income until the District incurs the related expenses. This treatment would result in revenues and expenditures being matched in each year of the project.</p>	<p>We will review the funding received by the District during the year and assess what restrictions, if any, have been applied to them. If funding has restrictions, we will ensure that the appropriate amounts have been recognized into revenue or deferred based on expenditures to date.</p>

In addition, other areas of audit emphasis we have identified include:

- IT security and controls;
- Revenue recognition;
- Allowances for reduced values of land held for resale;
- Employee future benefits accounting and employee related payables; and
- Litigation and loss contingencies.

## CONSIDERATION OF FRAUD IN AN AUDIT

We are responsible for planning and performing the audit to obtain reasonable assurance about whether the financial statements and financial information return is free of material misstatement, whether caused by error or by fraud. Our audit procedures will consider the requirements of CICA Handbook Section 5135, *The Auditor's Responsibility to Consider Fraud and Error* (CICA 5135). CICA 5135 was issued to heighten the awareness of auditors to the potential for fraud when planning and executing audits, and it emphasizes the need for professional skepticism during the audit. We approach all audits with an understanding that fraud could occur in any entity at any time, and could be perpetrated by anyone.

The following provides a summary of the principal procedures under CICA 5135 we plan to perform during the audit.

- Hold an engagement team discussion among the audit team members to share thoughts and ideas about how and where they believe the client's financial statements might be susceptible to material misstatement due to fraud
- Gather information needed to identify the risks of material misstatement due to fraud, by performing the following:
  - Inquiring of administration and others within the organization about the risks of fraud.
  - Inquiring about matters raised from the District Council procedures for complaints (including 'whistleblowers') regarding accounting, internal accounting controls or auditing matters;
  - Considering unusual or unexpected relationships that have been identified in performing analytical procedures in planning the audit;
  - Considering whether fraud risk factors exist; and
  - Considering other information gathered throughout the audit.
- Using the information gathered, identify and assess specific risks of fraud and develop specific audit procedures to address the identified risks of fraud
- Perform mandatory procedures, regardless of specifically identified risks of fraud, to address the risk of administration override of controls, including:
  - Examining journal entries and other adjustments for evidence of possible material misstatement due to fraud;
  - Reviewing accounting estimates for biases that could result in material misstatement due to fraud, including a retrospective review of significant prior year estimates; and
  - Evaluating the business rationale of significant unusual transactions.

## ACCOUNTING & AUDITING DEVELOPMENTS

Accounting & Auditing Developments	Comments
<p><b>PS 1150 – Generally Accepted Accounting Principles (GAAP)</b></p> <p>Effective for years beginning on or after April 1, 2005, all levels of government need to apply a new GAAP hierarchy when assessing which accounting standards are applicable to government entities. This new hierarchy clarifies for public sector entities what constitutes GAAP, what are the primary sources of GAAP for government entities, and what criteria must be satisfied in determining other sources of GAAP when no primary source is available.</p>	<p><i>This new standard essentially requires the application of PSAB recommendations before any other accounting recommendations elsewhere under GAAP are considered.</i></p> <p><i>It is anticipated that the impact of this new section on the District's financial reporting for fiscal 2006 will be minimal based on current GAAP standards.</i></p>
<p><b>Tangible Capital Assets – Local Government</b></p> <p>The PSA Handbook currently requires local governments to record an expenditure when tangible capital assets are acquired. However, tangible capital assets do have a future economic benefit, and therefore, the stock of tangible capital assets needs to be reported. Local governments do not have a generally accepted definition of what is a tangible capital asset. Items included in tangible capital assets vary from province to province and among local governments within provinces. For purposes of improved comparability and consistency in application, a definition of tangible capital assets and accounting for the stock of tangible capital assets is needed.</p> <p>Currently, senior levels of government do have a generally accepted accounting standard related to tangible capital assets in which assets are capitalized and amortized to expenses over the estimated useful life of the asset. It is expected that the standard for local governments will be similar to the standard for senior government.</p>	<p><i>It is anticipated that a final accounting standard on tangible capital assets will be finalized as early as March, 2006. As a result, local governments may be required to capitalize and amortize tangible assets as early as fiscal 2007.</i></p>

## TIMETABLE

The following timetable highlights major activities that are key elements of our audit plan:

Continuum of Activities	J	F	M	A
<b>Establish Engagement Objectives</b>				
Meet to understand expectations and business strategies	X			
Meet with administration regarding operating, accounting and reporting matters	X			
Conduct other audit planning events with administration	X			
Coordinate audit plan with administration	X			
District Council review of planning/scope		X		
<b>Understand the Business and Establish Audit Strategy</b>				
Update our understanding of the District's systems and develop overall audit plan			X	
Evaluate internal control at entity level, including fraud controls			X	
Perform combined (inherent and control) risk assessments and develop customized audit approach			X	
<b>Perform Audit Procedures</b>				
Perform interim procedures			X	
Perform year-end procedures			X	
<b>Deliverables</b>				
Issue opinion on the financial statements and financial information return				X
Update District Council on audit results				X



## AUDIT ENGAGEMENT TEAM

Ernst & Young continues to serve you with a multi-disciplinary team of professionals who offer both municipal expertise and a working knowledge of the District's operations. We will continue to focus on providing a committed and experienced team to the District. Under Ernst & Young's policies and the Canadian independence standards, the table below shows the years of service to District for each professional.

Engagement Member	Role	Years of Service to the District
Alan Rudosky	Engagement Principal	3 <sup>rd</sup> year
Rob Dunlop	Independent Partner	5 <sup>th</sup> year
Robert Driesen	Audit Senior Manager	11 <sup>th</sup> year
Karen Filscher	Audit Manager	16 <sup>th</sup> year
Lynn Tran	Audit Senior	2 <sup>nd</sup> year
Amanda Vella	Audit Staff	2 <sup>nd</sup> year

## FEE SCHEDULE

Our fees, which we will bill as work progresses, are based on a number of factors including time charges, complexity, and the value of our services. Individual hourly rates vary according to the degree of responsibility involved and the experience and skill required. This is the second year of our three year fee commitment to the District. As agreed in 2003, the base annual audit fee would be reviewed periodically for inflationary increases, assuming there are no substantial changes in audit scope. We are proposing a base audit fee for the financial statements and financial information return for fiscal 2005 of \$29,500, plus administrative costs (currently 11.5% of base audit fee) and applicable federal taxes, which reflects an approximate 3% increase over 2004 due to inflation. As in prior years, we will not charge for staff out-of-pocket costs with respect to travel and accommodation in addition to the fees noted above. This fee is based on the assumption that administration will prepare all audit working papers requested.

Our fee for the audit of the Local Authorities Pension Plan Annual/Adjustment Report and Statement of Non-Participating Employees for Municipal District of Mackenzie No. 23 for the year ended December 31, 2005 will be \$3,500, plus administrative expenses (currently charged at 11.5% of the base audit fee) and applicable federal taxes. As in prior years, District administration and Council can consider having the optional "Accountant's report" completed, which would be a more detailed audit examination of the Local Authorities Pension Plan Annual/Adjustment Report and Statement of Non-Participating Employees, but would result in an audit only once every three years. Our proposed fee for this examination and report would be \$7,500, plus administrative expenses (currently charged at 11.5% of the base audit fee) and applicable federal taxes.

Additional fees may be required if significant additional analysis is required on certain issues or if administration asks us to prepare/review items outside of the normal audit scope. We will discuss any items of this nature identified during our audit with you before any additional work is started.

## APPENDIX A—TABLE OF REQUIRED COMMUNICATIONS WITH DISTRICT COUNCIL

For reference purposes, communication requirements with District Council are summarized below.

	Communicate When Event Occurs	Communicate On a Timely Basis, At Least Annually	Communicate Prior to Completion of Audit
<b>Communications Required on All Audits:</b>			
Summary of the Audit Approach			CICA 5751
Audit and Non-Audit Services Provided to The Entity and Related Entities			CICA 5751.
Our Responsibility Under GAAS, Including Other Information in Documents Containing Audited Financial Statements		CICA 7500	CICA 5751
Major Issues Discussed with Administration in Connection with Initial or Recurring Retention		CICA 5751	
Significant Audit Adjustments		CICA 5135	
Unrecorded Audit Differences Considered by Administration to Be Immaterial		CICA 5135	
Our Judgments About the Quality of the District's Accounting Principles		CICA 5751	
Disagreements with Administration		CICA 5751	
Consultations with Other Accountants		CICA 5751	
Serious Difficulties Encountered in Dealing with Administration When Performing the Audit		CICA 5751	
The Adoption of, or a Change in, an Accounting Principle, Including Material Alternative Accounting Treatments Discussed With Administration		CICA 5751	
Methods of Accounting for Significant Unusual Transactions and for Controversial or Emerging Areas		CICA 5751	
Sensitive Accounting Estimates		CICA 5751	
Fraud and Illegal Acts Involving Senior Administration and Fraud and Illegal Acts that Cause an Other Than Trivial Misstatement of the Financial Statements		CICA 5135 and 5136	
Significant Weaknesses in Internal Control	CICA 5220		
Related Party Transactions		CICA 6010	
Matters Relating to Component Entities of the District		CICA 5751	
Communication of Independence Matters		CICA 5751	CICA 5751

## APPENDIX B—LETTER OF INDEPENDENCE

Auditing standards require that the auditor discuss with Council members relationships that bear on independence. At least annually, we should:

- Disclose, in writing, all relationships between Ernst & Young and our related entities and the District and its related entities that, in our professional judgment, may reasonably be thought to bear on independence;
- Confirm in writing that, in our professional judgment, we are independent of the District; and
- Discuss our independence with the District Council.

We are not aware of any relationships between Ernst & Young and the District that, in our professional judgment, may reasonably be thought to bear on our independence. We have enclosed a written representation concerning our independence on the following pages. We will reconfirm our independence to the date of our 2005 Audit Results report for the District Council.

January 31, 2006

Members of the District Council  
Municipal District of Mackenzie No. 23

We have been engaged to audit the financial statements and financial information return of Municipal District of Mackenzie No. 23 (the "District") for the year ending December 31, 2005.

Canadian generally accepted auditing standards (GAAS) require that we communicate at least annually with you regarding all relationships between the District and us that, in our professional judgment, may reasonably be thought to bear on our independence.

In determining which relationships to report, these standards require us to consider relevant rules and related interpretations prescribed by the appropriate provincial institute and applicable legislation, covering such matters as:

- (a) holding a financial interest, either directly or indirectly, in a client;
- (b) holding a position, either directly or indirectly, that gives the right or responsibility to exert significant influence over the financial or accounting policies of a client;
- (c) personal or business relationships of immediate family, close relatives, partners or retired partners, either directly or indirectly, with a client;
- (d) economic dependence on a client; and
- (e) provision of services in addition to the audit engagement.

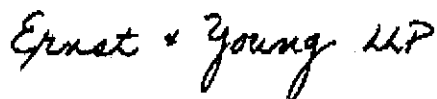
We are not aware of any relationships between the District and us that, in our professional judgment, may reasonably be thought to bear on our independence, that have occurred from February 28, 2005, the date of our last independence confirmation, to January 31, 2006.

The total fees charged to the District for audit services related to fiscal 2004 were \$34,008. During the period from February 28, 2005 to January 31, 2006, our fees for non-audit services were \$0, and \$3,345 for performing specified audit procedures related to the Local Authorities Pension Plan contributions.

GAAS requires that we confirm our independence to the District Council in the context of the Rules of Professional Conduct of the Institute of Chartered Accountants of Alberta. Accordingly, we hereby confirm that we are independent with respect to the District within the meaning of the Rules of Professional Conduct of the Institute of Chartered Accountants of Alberta as of January 31, 2006.

This report is intended solely for the use of the District Council, administration, and others within the District and should not be used for any other purposes.

Yours truly,



A. C. Rudosky

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