

Municipal District of Mackenzie No. 23
Regular Council Meeting
December 13, 2005 10:00 a.m.

(Original Copy w/ Signatures)

MUNICIPAL DISTRICT OF MACKENZIE NO. 23
COUNCIL MEETING

December 13, 2005
10:00 p.m.

Council Chambers
Fort Vermilion, Alberta

AGENDA

- CALL TO ORDER:** 1. a) Call to Order
- Presentation To The Reeve**
- AGENDA:** 2. a) Adoption of Agenda
- ADOPTION OF THE PREVIOUS MINUTES:** 3. a) Minutes of the November 23, 2005 Council Meeting.....7
- b) Minutes of the December 2/3, 2005 Budget Meeting.....21
- BUSINESS ARISING OUT OF THE MINUTES:** 4. a)
- DELEGATIONS:** 5. a) North Peace Applied Research Association.....27-
(Please also see item 11 a)
- b) Policy DEV001 Paving in Hamlet Industrial Subdivisions.....31
(Hand out included in back of package)
- c) RCMP Commanding Officer Ryan Becker.....37
(Hand out included in back of package)
- PUBLIC HEARINGS:** 6. a)
- COUNCIL COMMITTEE AND CAO REPORTS:** 7. a) Council Committee Reports
- GENERAL REPORTS:** 8. a)

**OPERATIONAL
SERVICES:**

- 9. a) Assumption Bypass Construction.....39
- b) Operations Committee.....43
- c) Drainage and Erosion Duties.....47
- d) Dugout along Wolfe Lake Road.....49
(Hand out included in back of package)
- e) **Flood Control Study of 697 (ADDITION)**
(Hand out included in back of package)
- f) **Summer Log Hauls and MD Roads (ADDITION)**

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

- 10. a) Bylaw 398/03 – Intermunicipal Development Plan ...53
- b) Bylaw 537/05 – Fort Vermilion Area
Structure Plan.....83
- c) Bylaw 536/05 Land Use Bylaw Amendment129
- d) Development Permit 343-DP-05.....139
- e) Bylaw 535/05 Land Use Bylaw Amendment.....149
- f) Bylaw 530/05 – Municipal Planning Commission.....161
- g) Policy EMR004 “Level of Fire Service” Amendment
Add Sub-Class “D” – EMS Assist.....169
- h) Policy EMR004 “Level of Fire Service” Amendment
La Crete Fire Rescue Tompkins District.....177
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- i) Bylaw 538/05 Ambulance Service Bylaw.....201
- j) Protective Services Committee.....215
- k) Traffic Safety Act – Fine Revenues Amendments...219
- l) Emergency Management Course.....223

CORPORATE SERVICES:

- 11. a) NPARA – Request To Increase Annual Funding.....225
- b) Request for Tax Arrears Penalty Write-Off.....229
- c) Concern From Joe Rosenberger Regarding 46th St. Local Improvement.....233
- d) Cost Sharing Negotiation Committee.....239
- e) Policy FIN024 Signature Signing.....241
- f) Hay Zama Committee – Appointment of Councilor Watson.....245
- g) **Library Board Budget (ADDITION)
(Hand out included in back of package)**
- h) **Honorarium Review Committee (ADDITION)**

IN CAMERA SESSION:

- 12. a) Cost Sharing Town of High Level
- b) RCMP Enhanced Policing

NEXT MEETING DATE:

- 13. a) Regular Council Meeting
January 10, 2006
10:00 a.m.
Council Chambers, Fort Vermilion

ADJOURNMENT:

- 14. a) Adjournment

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

**Wednesday, November 23, 2005
10:00 a.m.**

Council Chambers Fort Vermilion, Alberta

PRESENT:	Bill Neufeld	Reeve
	Walter Sarapuk	Deputy Reeve
	Peter Braun	Councillor
	John W. Driedger	Councillor
	Ed Froese	Councillor
	Willy Neudorf	Councillor
	Greg Newman	Councillor
	Jim Thompson	Councillor
	Lisa Wardley	Councillor
ABSENT:	Stuart Watson	Councillor
ALSO PRESENT:	Ray Coad	Chief Administrative Officer
	Christine Woodward	Executive Assistant
	Youlia Whittelton	Director of Corporate Services
	John Klassen	Utilities Supervisor
	Brenda Wiebe	Roads Supervisor
	Eva Schmidt	Planning Supervisor
	Paul Driedger	Director of Emergency & Enforcement Services

And members of the public

**Minutes of the Regular Council meeting for the Municipal District of
Mackenzie No. 23 held on Wednesday, November 23, 2005 in Council
Chambers, Fort Vermilion, Alberta.**

CALL TO ORDER: 1. a) Call to Order

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

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

MOVED by Councillor Thompson

That the agenda be adopted as presented with the addition of:

12 b) Negotiations Hay-Zama Complex

12 c) NAIT

9 c) Peace Officers College Support - High Level Request

9 d) Snow plough Operations

CARRIED

Reeve Neufeld invited the delegates to present their information in advance of other agenda items.

DELEGATIONS

5. a) **Ron Arnason & Jim Uhl
Resource Road Program**

Ron Arnason, Husky Energy District Manager, described the Resource Road Program (RRP) as it might be accessed in order to pave a 6km stretch of gravel road that leads from a highway to the Husky main plant in Rainbow Lake.

Under RRP, the applicant municipality is encouraged to provide 25% of the funding required and to acquire contribution of 25% from the private sector. Maintenance of the road was discussed, and operations were questions, with

Jim Uhl, Regional Manager of Stewart, Weir & Co, Surveyors, indicated that the deadline for grant applications is November 30, 2005. Draft agreements have been prepared for other areas, and a sample will be available for Council to peruse.

Director of Corporate Services, Youlia Whittleton, stated that this project has not been factored into the 2006 budget, and that a general road tax could not be put into effect. Capital maintenance in the future would be a budgetary consideration.

Reeve Neufeld thanked the delegates and they withdrew from the meeting.

5. b) **Jeff Anderson, Derrick Downey, & Rob Popowich
Zama City Fire Smart Planning**

Reeve Neufeld welcomed Derrick Downey, Wildlife Prevention Officer Upper Hay Wildlife Management Area, Robert Popowich, RFP, Senior Area Forester Upper Hay Area and Jeff Anderson to the table at 10:17 a.m. Mr. Anderson ran a powerful video of the catastrophic 2003 fires in British Columbia, which clearly showed the reality and destructive impact of forest fires.

Mr. Downey listed the 2003 FireStorm Recommendations that came out of B.C., and indicated that adopting Fire Smart and making local emergency plans mandatory is their goal, as Zama City is considered a high-risk area, as is Rainbow Lake. The program vision, goals and objectives were explained, with the

prime objective being no fire starts at all, although preventing lightning strikes is outside of human control. Reducing the threat around those communities is a key strategy, as is ensuring ongoing funding to fight those that do occur.

The REACH system is used in the disaster plan, as outlined briefly by Director of Emergency Services, Paul Dreidger. This system will automatically call out to all telephones in the event of a disaster like a forest fire, which will be of extreme importance in Zama, where local radio broadcast is unavailable.

Reeve Neufeld thanked Mr. Anderson, Mr. Downey and Mr. Popowich for their presentation.

The Fire Smart plan will be brought forward in the 2006 budget.

5. c) Safety Codes Permits

Joe Peters, John Weibe, George Peters, Wayne Allen of Safety Codes Council, and Douwe Aardema, Partnership Advisor, Safety Services - Municipal Affairs Public Safety Division, were introduced at 11:10 a.m.

On the October 26, 2005 meeting Council requested that the issue of camp permits be brought back with more information. Both development permits and safety codes permits are being requested for oil, gas and logging camps.

Planning Supervisor Schmidt reviewed current procedures, options and requirements as listed in the Council package material.

Mr. Aardema responded with a description of mandatory permits, exceptions and compliance and how they relate to safety. Council questioned various aspects and regulations including the 28 day permit rule, and Mr. Aardema replied with details and explanations per Alberta Municipal Affairs Public Safety Division regulations.

Mr. Peters described his experience in setting up camp and compliance issues; in view of the 90 day window for the industry, any permit and inspection delays are of huge consequence.

Director Of Planning & Emergency Services Driedger pointed out the difficulty in accessing the qualified installers that are required to issue the camp permits.

CAO Coad suggested the possibility that the MD can apply for a specific level of accreditation, for example limiting that to Part 3,

small commercial and residential (single family) buildings.

Mr. Allen spoke about the Camp Committee Forum which is active in addressing issues faced by the camps, but on which there sits no representative from this region. Liability is of great consideration during inspections in order to ensure safety and compliance.

**ADOPTION OF THE
PREVIOUS MINUTES:**

3. a) Minutes of the October 26, 2005 Organizational Meeting

Council reviewed the minutes of the previous meeting.

MOTION 05-606

MOVED by Councillor Newman

That the minutes of the October 26, 2005 Annual Organizational Meeting be adopted as amended.

CARRIED

3. b) Minutes of the October 26, 2005 Council Meeting

Council reviewed the minutes of the previous meeting.

MOTION 05-607

MOVED by Councillor Dreidger

That the minutes of the October 26, 2005 Regular Council Meeting be adopted as amended.

CARRIED

3. c) Minutes of the November 8, 2005 Public Hearing

Council reviewed the minutes of the previous meeting.

MOTION 05-608

MOVED by Councillor Braun

That the minutes of the November 8, 2005 Public Hearing be adopted as amended.

CARRIED

3. d) Minutes of the November 9, 2005 Budget Meeting

Council reviewed the minutes of the previous meeting.

MOTION 05-609

MOVED by Councillor Neudorf

That the minutes of the November 9, 2005 Budget Meeting be adopted as presented.

CARRIED

BUSINESS ARISING:

4. a) **Bylaw 522/05 – General Fee Schedule**

At the May 25, 2005 Council meeting, council requested that the Fee Schedule Bylaw be reviewed. Director Whittleton reviewed the fees and changes to the schedule. It was agreed that non-profit groups should not be charged for a meeting room and that the Board Room be available for all community groups.

The sanding unit and truck/operator was recognized as important, and not to be removed from the fee schedule.

Amendments include adjustment of the development permit fees (from \$50 to \$25 and from \$150 to \$50), to add Winter Driveway Maintenance Flag \$20 each, and to include the fee for sanding unit/sand with an operator and the fee for Weed Eater.

MOTION 05-610

General Fee Schedule
Bylaw 522/05
First Reading

MOVED by Councillor Neudorf

That first reading be given to Bylaw 522/05 being a bylaw to establish a fee schedule for services as amended:

CARRIED

MOTION 05-611

Bylaw 522/05
Second Reading

MOVED by Councillor Newman

That second reading be given to Bylaw 522/05 being a bylaw to establish a fee schedule for services.

CARRIED

MOTION 05-612

Bylaw 522/05
Consideration of
Third Reading

MOVED by Councillor Wardley

That consideration be given to go to third reading of Bylaw 522/05 being a bylaw to establish a fee schedule for services.

CARRIED

MOTION 05-613

Bylaw 522/05
Third Reading

MOVED by Councillor Braun

That third reading be given to Bylaw 522/05 being a bylaw to establish a fee schedule for services.

CARRIED

4. b) **Bylaw 530/05 – Municipal Planning Commission**

Council reviewed terms of reference for Municipal Planning Commission as presented by Planning Supervisor Schmidt.

MOTION 05-614

Municipal Planning Commission
Bylaw 530/05
First Reading

MOVED by Councillor Wardley

That first reading be given to Bylaw 530/05, establishing a Municipal Planning Commission for the Municipal District of Mackenzie, as amended.

CARRIED

4. c) **Gravel Reject Fines**

At the September 13, 2005 Council meeting Council requested that options for gravel reject fines be presented. There are various reasons why reject should not be made available for sale.

MOTION 05-615

MOVED by Councillor Wardley

That the gravel reject fines report be accepted for information.

CARRIED

MOTION 05-616

Safety Codes Permits

MOVED by Councillor Froese

That the Municipal District of Mackenzie remain an accredited municipality but enter into an agreement with an accredited Safety Codes Agency to take care of the permitting.

CARRIED

PUBLIC HEARINGS:

6. a) There were no items under this heading.

**COUNCIL
COMMITTEE & CAO
REPORTS:**

7. a) **Council Committee Reports**

Deputy Reeve Sarapuk described the REDI Steering Committee, Land Use Planning Committee

Councillor Driedger attended Workshop on insurance liability, budget meetings, AAMD&C, NAIT, Hwy 88 and Mackenzie Regional Governance Forum meetings

Councillor Neudorf discussed AAMD&C, Hay-Zama Committee meeting

Councillor Wardley spoke about AB Transport and Environment meetings

Councillor Thompson described the Ft Vermilion Area Structure Plan meeting

Councillor Newman talked about the AAMD&C, NAIT meeting

Councillor Braun went to Rec Board meeting, AAMD&C, La Crete meeting, Mackenzie Regional Governance Forum

Councillor Froese told of the AAMD&C,

Reeve Neufeld reported on the Hwy 88 meeting, DCI meeting at AAMD&C, Mackenzie Regional Governance Forum

MOTION 05-617

MOVED by Councillor Newman

That the reports be accepted as information.

CARRIED

7. b) CAO Report

Council considered the CAO report.

MOTION 05-618

MOVED by Councillor Braun

That the CAO report be accepted for information

CARRIED

7. c) Directors Report – Corporate Services

The Director of Corporate Services presented a monthly report.

MOTION 05-619

MOVED by Deputy Reeve Sarapuk

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

CARRIED

7. d) **Directors Report – Emergency Services**

The Director of Emergency Services presented a written report.

MOTION 05-620

MOVED by Councillor Neudorf

That the written report submitted by the Director of Planning, Emergency and Enforcement Services be accepted as presented.

CARRIED

7. e) **Directors Report - Operational Services**

The Directors Report was submitted by Road Supervisor Weibe and Utilities Supervisor Klassen as there is no longer a Director of Operational Services.

MOTION 05-621

MOVED by Councillor Driedger

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

CARRIED

MOTION 05-622

MOVED by Councillor Wardley

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

CARRIED

7. f) **Planning Supervisor's Report**

The Planning Supervisor presented a written report.

MOTION 05-623

MOVED by Councillor Newman

That the written report submitted by the Planning Supervisor be accepted as presented.

CARRIED

GENERAL REPORTS:

8. a) **Capital Projects 2005 Progress Report and Year-to-Date Operating Income Statement**

Council reviewed the statuses report on the 2005 Capital Projects.

MOTION 05-624

MOVED by Councillor Braun

That the Capital Projects 2005 Progress Report and Year to-date Operating Income Statement be received for information.

CARRIED

8. b) **RCMP Quarterly Crime Statistics – Zama City**

Councillor Wardley spoke about the RCMP visit to Zama in August and the statistics were reviewed. Drug offences have doubled and crime is on the rise, according to the report.

8. c) **Alberta Health and Wellness – Ambulance Services**

Director Whittleton spoke about the impact on the 2006 budget of the provinces decision regarding ambulance funding.

MOTION 05-625

MOVED by Councillor Wardley

That the RCMP Quarterly Crime Stats and the Alberta Health and Wellness reports are accepted as information.

CARRIED

CORPORATE SERVICES:

9. a) **Fort Vermilion Recreation Board Capital Funding**

A letter dated April 2005 was received earlier this month and indicated that Council approval is needed in order for the Rec Board to construct additional dressing rooms at the Complex. A "ball park cost" of \$500,000 with \$15,000 for design was submitted, and the Rec Board indicated that it plans to use some operating surplus funds toward the project.

Council requested substantial detail in order to consider the request. A letter will be sent, indicating that this detail be provided before it can be considered, and that clarification be made regarding the capital project being funded by operations surplus.

A review by administration of the Rec Board policies was recommended.

MOTION 05-626
Fort Vermilion Rec. Board
Project Funding

MOVED by Councillor Thompson

That the Fort Vermilion Recreation Board submit additional detail including clarification about the project funding, in order for further

consideration be given by Council.

CARRIED

MOTION 05-627

Rec. Board Policy Review

MOVED by Councillor Wardley

That the Policies regarding funding for Recreation Boards be reviewed by Finance Committee.

CARRIED

9. b) **La Crete Agricultural Society Operating Grant**

At previous meetings, Council has considered options at the request of the La Crete Agricultural Society to provide additional needed support for the Heritage Center that is currently being constructed, and is substantially over budget.

MOTION 05-575

Ag. Society Funding

MOVED by Councillor Newman

That this item be brought to budget

CARRIED

CONFIDENTIAL

9. d) **NAIT Negotiations**

This item was discussed in camera, per FOIP.

**OPERATIONAL
SERVICES:**

10. a) **Grant Applications**

Resolutions must be made prior to the November 30/05 deadline of submitting Grant applications.

MOTION 05-628

Husky Oil Resource Road
Grant Application
Requires 2/3 majority

MOVED by Councillor Newman

That a provisional roadway application be submitted, provided that Husky Oil enters into an operational maintenance agreement where there is no maintenance cost to the MD, and further, that the Resource Road application is approved for funding.

CARRIED

MOTION 05-629

La Crete 99 St. Resource Road
Grant Application
Requires 2/3 majority

MOVED by Councillor Neudorf

That application be made to the Resource Road Program for the La Crete 99 St upgrade project.

CARRIED

MOTION 05-630

Alberta Water and Waste Water
Program SCADA

MOVED by Councillor Wardley

That application be made to the Alberta Water and Waste Water Program for the Regional SCADA system, which includes the Fort Vermilion Water Treatment Plant SCADA system project.

CARRIED

9. c) **Peace Officers College - High Level**

A letter was received from High Level on Nov. 22, requesting support by the MD of Mackenzie in their bid to locate the proposed College in the High Level area.

MOTION 05-631

Peace Officers College
High Level Support

MOVED by Deputy Reeve Sarapuk

That the MD of Mackenzie provide a letter of support for High Level in their bid

CARRIED

10. b) **Policy PW004 - Winter Road Maintenance**

Policy PW004 was reviewed to due anticipation of a busy winter. Several changes were made.

MOTION 05-632

Policy PW004

MOVED by Councillor Wardley

That Policy PW004 – Winter Road Maintenance be adopted as amended.

CARRIED

10. c) **Policy PW011 – Log Hauls**

Policy PW011 was reviewed due to anticipation of a busy winter. Several changes were made.

MOTION 05-633

Policy PW011

MOVED by Councillor Neudorf

That Policy PW011 – Log Hauls be adopted as amended.

CARRIED

10. d) **Policy PW037 – Access Construction**

Administration receives numerous requests for the construction of accesses to municipal local reads or streets, and there has been no policy to address this. This policy was drafted to do so.

MOTION 05-634
Policy PW037

MOVED by Councillor Newman

That Policy PW037 Access Construction be adopted as amended.

CARRIED

10. e) Hwy 88 Letter of Support

A letter of support was requested by Dr. Oberg for a toll road system at the Oct. 17/05 meeting.

MOTION 05-635
Hwy 88 Support Letter

MOVED by Councillor Neudorf

That a letter be written to Dr. Lyle Oberg, Minister of Infrastructure and Transportation, supporting the paving of Highway 88 including the implementation of a toll road system.

CARRIED

10. f) Fort Vermilion Airport Agreement

The lease agreement for the Fort Vermilion Airport between the Little Red Air Service and the M.D. expired on November 1.

MOTION 05-636
Little Red Air Lease Agreement

MOVED by Councillor Wardley

That the lease agreement between Little Red Air Service and the M.D. for the Fort Vermilion airport be extended one year expiring November 1, 2006.

CARRIED

ADDITION

10. g) Land Sale

Council discussed the parcel of land in Fort Vermilion that was recently on the agenda for rezoning, which was tabled until such time as there was interest in the purchase of the lot.

MOTION 05-637
Plan 822 3269 Block 3 Lot A Sale
By unanimous consent

MOVED by Councillor Newman

That Plan 822 3269 Block 3 Lot A be put on the market for tender.

CARRIED

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

11. a) Bylaw 533/05 – Road Closure NW 21-110-19

A road request was received for a road closure on the west boundary of NW 21-10-19-W5 to accommodate a proposed

subdivision.

MOTION 05-638

Bylaw 533/05
First Reading

MOVED by Councillor Wardley

That first reading be given to Bylaw 533/05 being a road closure bylaw to close a portion of government road allowance adjacent to the west boundary of NW 21-110-19-W5M.

CARRIED

11. b) **Subdivision Proposal for SE 33-106-15-W5M**

A proposal to subdivide 16.5 acres from an existing yard site from Agricultural District 1 "A1". The proposal is to subdivide 16.5 acres from an unsubdivided quarter section SE 33-106-15-W5M.

Members of the SDAB Committee, Councillors Sarapuk and Thompson withdrew from the meeting.

MOTION 05-639

MOVED by Councillor Wardley

That the subdivision proposal for SE 33-106-15-W5M be referred back to the Subdivision Authority upon payment of the fees required.

DEFEATED

MOTION 05-640

MOVED by Councillor Froese

That this be received for information.

CARRIED

11. c) **Local Integrated Plan – Terms of Reference**

Terms of reference were brought to Council for approval.

MOTION 05-641

MOVED by Councillor Froese

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

CARRIED

**IN CAMERA
SESSION:**

12. a) **Legal Matters**

Freedom of Information and Protection of Privacy Regulation
18.1(e)

MOTION 05-642

MOVED by Councillor Newman

That Council goes In Camera to discuss Legal Matters.
Time: 5:15 p.m.

CARRIED

MOTION 05-643

MOVED by Councillor Driedger

That Council comes out of Camera. Time 6:10 p.m.

MOTION 05-644

Quorum present

MOVED by Councillor Froese

That motion 05-578, third and final reading to Bylaw 495/05, be rescinded per MGA Section 189.

CARRIED

MOTION 05-645

Mustus Lake Center For Sale

MOVED by Councillor Froese

That the La Crete MD Office Building Task Force, jointly with the Northern Institute of Technology, be authorized to list the Mustus Lake Center with a realtor as recommended.

CARRIED

**NEXT MEETING
DATES:**

13. a) **Budget Meetings:**
Friday, December 2, 2005
Saturday, December 3, 2005
December 14, 2005
Monday, December 12, 2005
Regular Meeting:
Tuesday, December 13, 2005
10:00 a.m.
Council Chambers, Fort Vermilion

ADJOURNMENT:

14. a) **Call for Adjournment**

MOTION 05-646

MOVED by Councillor Driedger

That the regular Council meeting adjourned at 6:15 p.m.

CARRIED

These minutes were approved by Council on the 13th day of December 2005.

Bill Neufeld, Reeve

Christine Woodward, Executive Assistant

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

**Friday, December 2, 2005 10:00 a.m.&
Saturday, December 3, 2005 8:30 a.m.**

Council Chambers Fort Vermilion, Alberta

PRESENT:	Bill Neufeld	Reeve
	Peter Braun	Councillor
	John W Driedger	Councillor
	Willy Neudorf	Councillor
	Greg Newman	Councillor
	Jim Thompson	Councillor
	Lisa Wardley	Councillor
	Stuart Watson	Councillor
ABSENT:	Ed Froese	Councillor
	Walter Sarapuk	Deputy Reeve
ALSO PRESENT:	Ray Coad	Chief Administrative Officer
	Christine Woodward	Executive Secretary
	Youlia Whittelton	Director of Corporate Services
	Paul Driedger	Director of Planning, Emergency Services & Enforcement Services
	John Klassen	Utilities Supervisor
	Brenda Wiebe	Roads Supervisor
	Eva Schmidt	Supervisor of Development

**Minutes of the Regular Council meeting for the Municipal District of
Mackenzie No. 23 held December 2nd and 3rd 2005 in Council
Chambers, Fort Vermilion, Alberta.**

CALL TO ORDER: 1. a) Call to Order

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

**ADOPTION OF
AGENDA:** 1. b) Adoption of Agenda

MOTION 05-647 **MOVED** by Councillor Dreidger

That the agenda be adopted as presented with the addition of:
2) I - IN CAMERA - a) Negotiations b) Cost Sharing Agreements

And correction to the next budget meeting dates to Dec. 12 & 14.

CARRIED

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

**December 2/3 2005, 10:00 A.M.
Council Chambers Fort Vermilion, Alberta**

BUSINESS

2. a) Grant Summary

Director of Corporate Services Whittleton reviewed the grant summary, including the La Crete Agricultural Society budget request. Whether or not the Society will require more funding before the facility for was a contentious concern, as was maintaining a level playing field for all other organizations that access and qualify for municipal grants.

Discussion regarding the La Crete Agricultural society request for additional funding previously evolved the following points:

- Operating agreement not to exceed 5-year term
- \$40,000 annual grant funding
- La Crete Agricultural Society shall not be eligible to apply for additional grant funding while 5-year operating agreement is in place

Council debated requesting a letter from the La Crete Agricultural Society indicating that no further requests for operating funds would be made in the future, even after the 5-year term. It was determined that Policy ADM041 is not applicable to this particular request.

**MOTION 05-648
Requires 2/3 majority**

MOVED by Councillor Braun

That an agreement be drafted between the MD of Mackenzie and the La Crete Agricultural Society for the La Crete Heritage Centre facility for approval by Council.

CARRIED

2. b) 2006 Operational Budget Changes

Director of Corporate Services Whittleton presented as follows:

- Summary by Department
- Summary by Object Code
- Summary by Department and Object Code

2. c) Additional Development Officer

When reviewing the Organizational Chart at the Nov. 9/05 budget meeting, Council requested more information regarding the request for an additional development officer.

Planning Supervisor Schmidt reviewed the permitting and

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

**December 2/3 2005, 10:00 A.M.
Council Chambers Fort Vermilion, Alberta**

subdivision history from the year 2000 to the present, and reported a breakdown of time spent for each development officer. This included the additional administrative duties to be taken on with the new Municipal Planning Commission.

Council asked for a figure to consider as to the cost; the grid is \$38,184 for the first 6 months, then \$39,079 plus 15% - 20% for benefits.

There was discussion about whether an administrative assistant would provide the skills needed by the Planning Department, at a cost of approximately \$35,000 in total.

One additional suggestion was implementing a northern living allowance for all employees, in order to retain those already on staff.

MOTION not made

Add one Administrative Assistant, approximately \$35,000 including benefits, to the 2006 Organizational Chart/Budget

Council requested that an Administrative Assistant for the Planning Department be added to the 2006 budget.

2. d) Parks and Playground 5-Year Operating Plan

Supervisor of Roads Wiebe previously made a presentation outlining the requirements at all MD recreation areas to bring them to a minimum standard per Policy ADM040. Many of these areas have safety and CSA compliance issues.

A 5-year Parks and Playgrounds Operating Plan has been prepared to address the areas of safety, repairs and CSA compliance.

2. e) Recreation and Parks Reserve Policy RESV08

Further to the requirements to bring the recreation areas to minimum standard, the Recreation and Parks Reserve needs to be increased to \$25,000 to \$50,000.

MOTION 05-649

MOVED by Councillor Newman

That amended Policy RESV08 - Recreation and Parks Reserve be adopted as presented.

CARRIED

2. f) Zama Water Treatment Plant Upgrade

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

**December 2/3 2005, 10:00 A.M.
Council Chambers Fort Vermilion, Alberta**

At the 2005 AAMD&C Convention, DCL Siemens presented Council with an update on the status of the Zama Water Treatment Plant Upgrade.

The revised project estimate is \$4,481,000, with the Provincial share being \$3,136,700. The MD's share is \$1,344,300 and will be funded by debenture.

MOTION 05-650
2/3 Majority Required

MOVED by Councillor Wardley

That the 2005 budget for the Zama Water Supply Systems Upgrading (6-41-50-02) be amended as follows:

Source of Approved Funding	2005 Capital Budget as Approved	Additional Funding	Source of Additional Funding	Ammended 2005 Capital Budget
MD #23 debenture	\$ 1,077,553	\$ 266,747	MD #23 debenture	\$ 1,344,300
Provincial grant	\$ 2,514,292	\$ 622,408	Provincial grant	\$ 3,136,700
Total	\$ 3,591,845	\$ 889,155		\$ 4,481,000

CARRIED

2. g) Bylaw 534/05 - Zama Water Treatment Plant Debenture

The MD is planning to undertake the Zama Water Treatment Plant construction. This project was approved by Council during the 2005 capital budget providing a provincial approval is received.

MOTION 05-651

MOVED by Councillor Thompson

That first reading of Bylaw 534/05, being a bylaw authorizing a debenture borrowing in the amount of \$1,344,300 to construct a new water treatment plant in the Hamlet of Zama.

CARRIED

ADJOURNMENT:

Adjournment

MOTION 05-652

MOVED by

That the Council meeting of December 2nd 2005 be adjourned.
Time: 4:00 p.m.

CARRIED

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

**December 2/3 2005, 10:00 A.M.
Council Chambers Fort Vermilion, Alberta**

CALL TO ORDER:

That the Special Council Meeting on
December 2, 2005 Commence.

Call to Order

Reeve Neufeld called the meeting to order at 9:40 a.m. on
December 3rd 2005.

Dough Schuler of GPEC Consulting presented to Council the 10
year Hamlet Road Plans.

The meeting continued with Department presenting 2006 Capital
Budget Utility Department Reviews including:

- Water Services
- Sewer Services
- Solid Waste
- Parks and Playgrounds 5-year reserve schedule
- Emergency Services 5-year reserve schedule
- Vehicle and Equipment 5-year reserve schedule
- Drainage 5-year reserve schedule

- Capital Projects 5-year summary schedule for
Administration, Planning & Development, Ambulance,
Enforcement, Transportation, Airport.

2. h) 2006 Capital Budget Review – Fire Department

Zama Community Fuel Break Project.

MOTION 05-653

MOVED by Ed Froese

That a letter be written to the Minister of Sustainable Resource
and Development to reconsider the community Fire Smart Grant
funding for Zama Fire Smart Program for the year 2006, asking if
they would fund it retroactively if the program proceeds prior to
grant funding consideration.

CARRIED

The meeting continued with Department presenting 2006 Capital
Budget Reviews including:

- Ambulance, Enforcement, Transportation, Airport.

CONFIDENTIAL ITEMS

- 2. I (i) Negotiations
I (ii) Cost Sharing Agreements**

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

**December 2/3 2005, 10:00 A.M.
Council Chambers Fort Vermilion, Alberta**

MOTION 05-654

MOVED by Peter Braun

That Council go in-camera to discuss negotiation items and cost sharing agreements. Time: 4:43 p.m.

CARRIED

MOTION 05-655

MOVED by Stuart Watson

That Council come out-of-camera. Time: 5:15 p.m.

CARRIED

**NEXT MEETING
DATE:**

3. a) Budget Meetings

December 12 at 10:00 a.m.
and December 14 at 10:00 a.m.

Regular Council Meeting at 10:00 a.m. December 13, 2005

All meetings are to take place in Fort Vermilion.

ADJOURNMENT:

14. a) Adjournment

MOTION 05-656

MOVED by Greg Newman

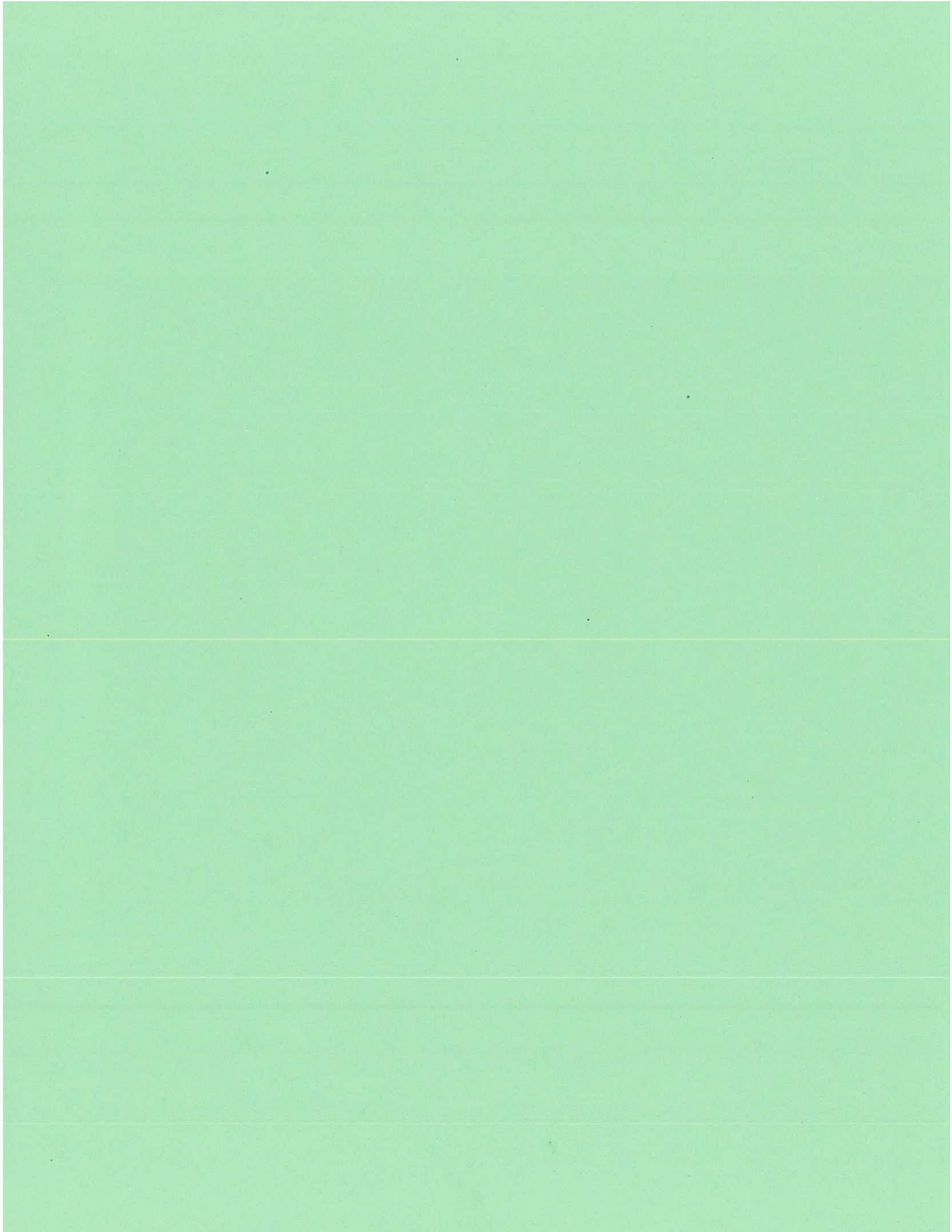
That the Council meeting of December 3rd 2005 be adjourned.
Time: 5:20

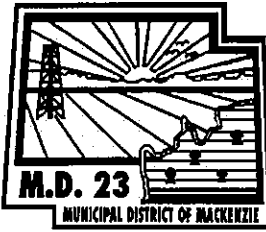
CARRIED

These minutes will be presented for approval on December 13, 2005.

Bill Neufeld, Reeve

Christine Woodward, Executive Assistant





M.D. of Mackenzie No. 23

Request For Decision

Agenda Item # _____

Meeting:	Regular Council Meeting
Meeting Date:	December 13, 2005
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	NPARA – request to increase annual funding

BACKGROUND / PROPOSAL:

On December 6, 2005, the Mackenzie Agricultural Service Board received a request from NPARA to increase monetary support from \$30,000/year to \$35,000/year.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Since NPARA proposes to separate into two non-profit groups, in an event this separation takes place, the Municipality should be considering funding Mackenzie Applied Research Association (MARA) instead of NPARA.

COSTS / SOURCE OF FUNDING:

2006 Operating budget.

RECOMMENDED ACTION:

For discussion.

Author: Joulia Whittleton	Review Date:	C.A.O.: 
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North Peace Applied Research Association

December 5, 2005

Ag. Service Board
Municipal District of Mackenzie
Fort Vermilion, AB

Dear: Chairman Newman and Council

Thank- you to the Municipal District of Mackenzie (#23) for their previous contributions and support of the North Peace Applied Research Association. As you are aware, our research is important to the local farmers in the area. We have had astounding co-operator support from producers at extension workshops and trial work.

As we begin another research year, I would like the Ag. Service Board to consider increasing their monetary support from \$30,000 to \$35,000. With increasing operating costs, this money would be greatly appreciated by the association to assist in our program budget.

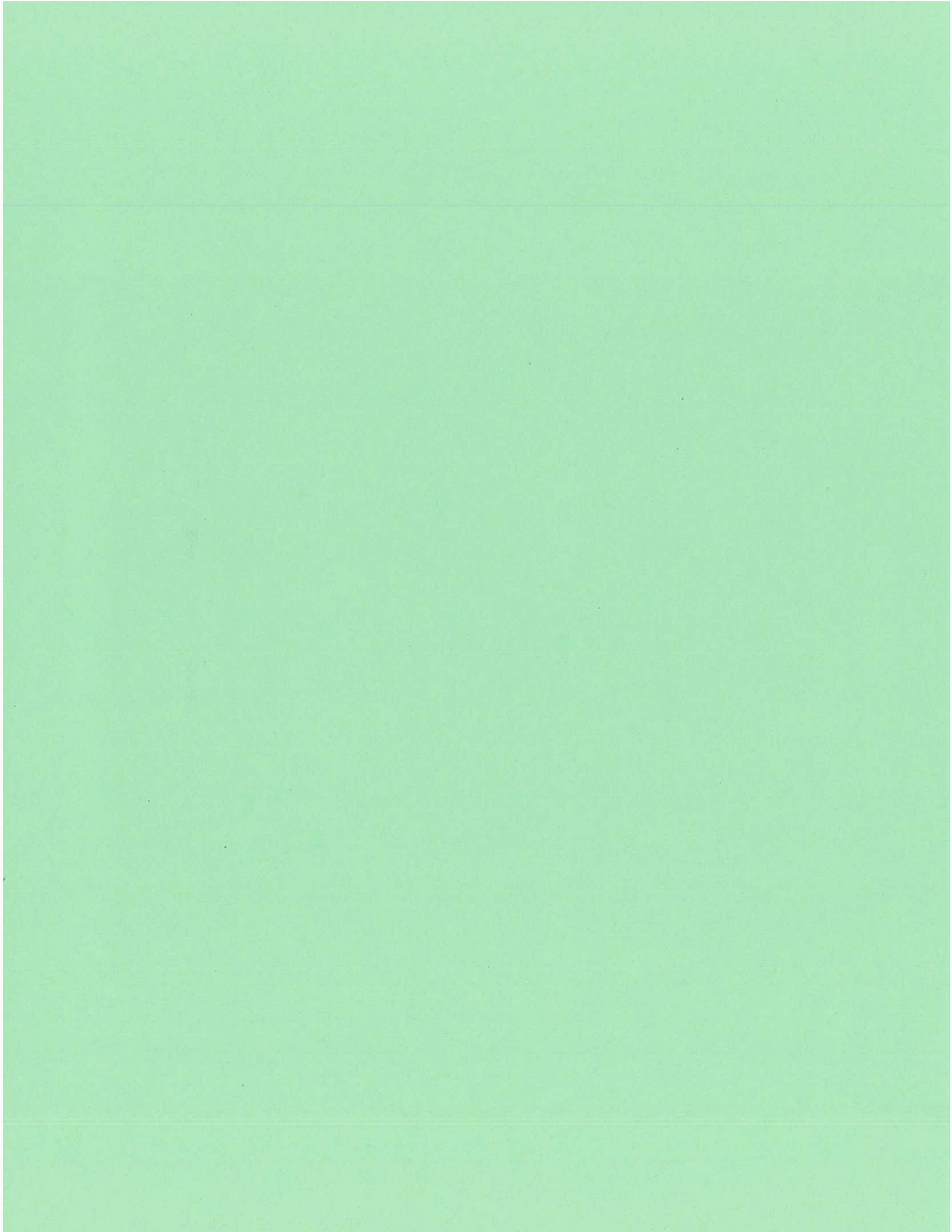
Please contact the office when you are ready for the annual report and budget presentation.

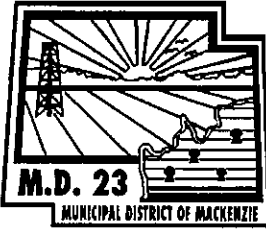
Regards,



Kelly Zeleny, PAg.
Assistant Research Coordinator
North Peace Applied Research Association
Phone: 780-927-3776
Fax: 780-927-4747
Fort Vermilion

Box 646 Fort Vermilion, AB T0H 1N0
(780) 927-3776 phone (780) 927-3838 fax
npara2@telusplanet.net





M.D. of Mackenzie No. 23

Request For Decision

Agenda Item # _____

Meeting:	Regular Council Meeting
Meeting Date:	December 13, 2005
Presented By:	Eva Schmidt, Planning Supervisor
Title:	DELEGATION Policy DEV001 Paving in Hamlet Industrial Subdivisions

BACKGROUND / PROPOSAL:

Policy DEV001 requires pavement on streets in new industrial subdivisions within the Hamlets. Currently there is no pavement on any hamlet industrial streets.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

We have a developer interested in developing more industrial lots within the Hamlet of La Crete but the requirement to pave the streets is a deterrent for him. The developer has concerns that he is required to provide pavement when there is no pavement in any other industrial areas within La Crete and the MD is only proposing to pave 98th Street in 2015. The proposed new subdivision would access off of 98th Street. The developer has suggested that pavement be deferred to such a time as 98th Street is paved and that it be funded by local improvements at that time. The developer estimates that the required pavement would increase the cost of his lots by \$20,000 per lot and that those lots will not be saleable since there are still vacant industrial lots in La Crete along unpaved streets. If pavement is required, the developer has indicated that the subdivision will not go ahead.

The problem with deferring pavement to a later date and then funding it by local improvements at that time is that if the local improvement bylaw is successfully petitioned the streets would not be paved. The developer has the option of funding the pavement in the proposed subdivision by local improvements during the subdivision process.

In 2005 we approved an industrial subdivision on 99th Street without requiring the developer to pave the street or install streetlights because the street already existed. That developer must provide pavement for the extension of 105th Avenue in his subdivision as that portion was constructed at the subdivision stage. All properties

Author: Eva Schmidt, Planning Supervisor	Review Date:	C.A.O.: 
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adjacent to existing streets within Hamlet Industrial Districts in La Crete have now been subdivided, which means that any future subdivisions require pavement and street lighting as part of their subdivision as per Policy DEV001.

At some point in time, developer's need to start paving the streets as part of the subdivision process or the MD will always play "catch up". This is why Policy DEV001 was amended to require pavement in industrial areas.

Council might give consideration to amend the policy to require dust control instead of pavement but this is not recommended as the MD takes over the roads two years after construction is complete. This would put the MD in a position to apply dust control after the two-year warranty period. The only dust control that might work is cold-mix. It is questionable how well cold mix would hold up in an industrial area where the majority of traffic is large trucks and equipment.

Option 1

That Policy DEV001 be amended to remove the pavement requirement from Hamlet Industrial development.

Option 2

That Policy DEV001 be amended to remove the pavement requirement from Hamlet Industrial development and replace it with a cold mix requirement.

Option 3

That Policy DEV001 be amended to remove the pavement requirement from Hamlet Industrial development.

Option 4

That this be received as information.

COSTS / SOURCE OF FUNDING:

All costs to be borne by the developer or through local improvement charges.

RECOMMENDED ACTION:

For Discussion

Author: Eva Schmidt, Planning Supervisor	Review Date:	C.A.O.:
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Municipal District of Mackenzie No. 23

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

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

Policy Statement

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

Guidelines

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

- 2 The developer will be responsible for all costs except where otherwise indicated in this policy.

Funding

- 1 Costs under \$100,000 accumulated throughout the year will be funded out of the General Capital Reserve, provided there is adequate funds in the reserve.
- 3 Costs exceeding \$100,000 accumulated throughout the year will be either out of the General Capital Reserve or funded through debentures at year-end and amortized over a 10 year period, provided that the M.D. has the ability to borrow these funds pursuant to the MGA.
- 4 Costs of all storm sewer collection facilities within subdivisions.
- 5 Developers shall notify the Municipal District of Mackenzie by October 31 annually of any subdivisions that will require local improvement plans in the following year. The developer shall be responsible for all local improvement charges unless a local improvement bylaw has been passed.

Urban Development Standards

The following chart indicates the minimum standards on new development.

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

Definitions

(√) – means the requirement.

(*) – means Local Improvement.

(MD) – means M.D. of Mackenzie

Zoning – As per the Land Use Bylaw

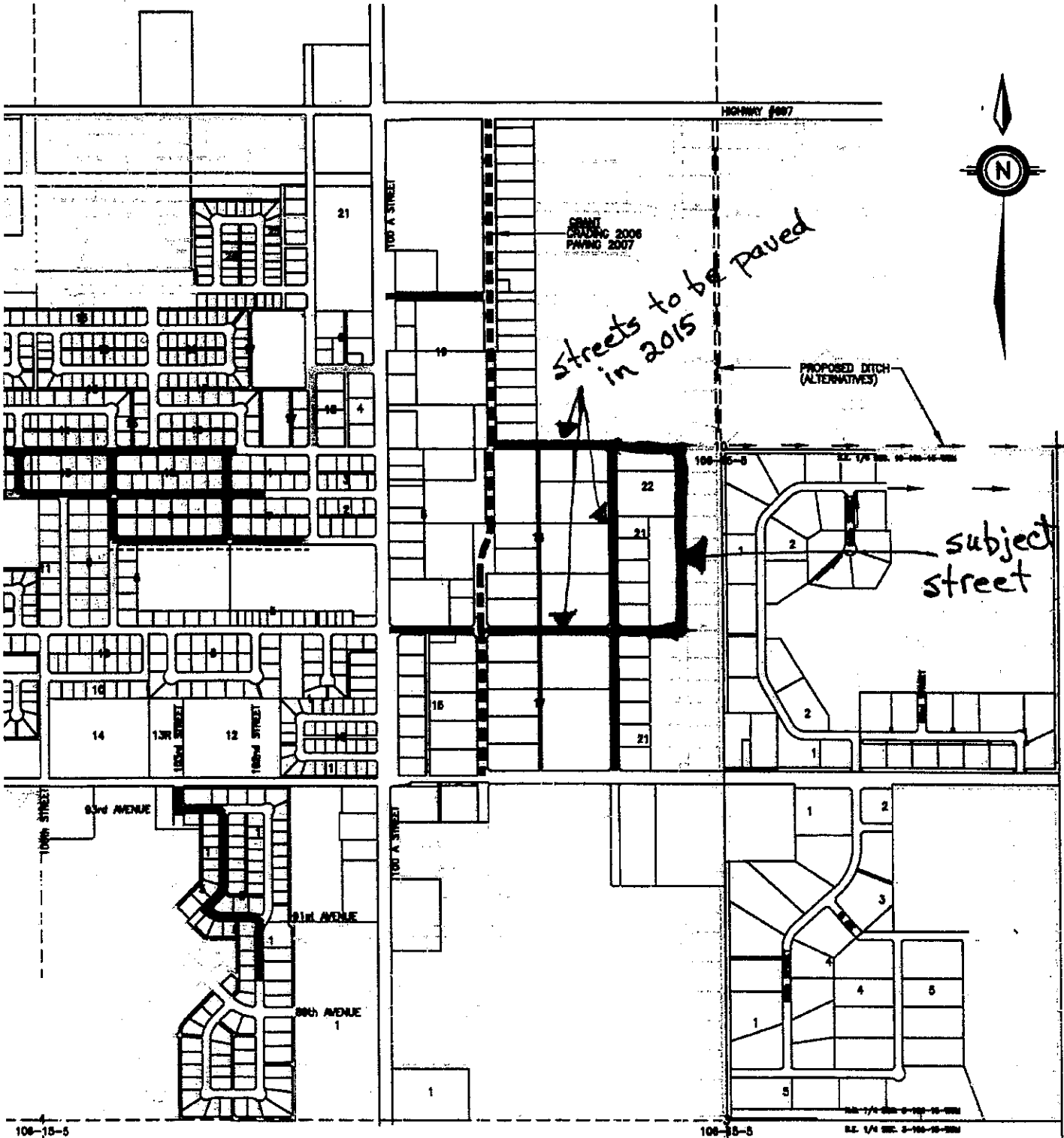
Storm Sewer Trunk Main – means storm sewer that benefits either present or future development areas as determined by the M.D.

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

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

	Date	Resolution Number
Approved	June 18, 2002	02-460
Amended	Jan 13, 2004	04-009
Amended	June 23, 2004	
Amended	May 10, 2005	05-255

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Municipal District of Mackenzie No. 23

Title	Frontage for curb, gutter, pavement and sidewalks.	Policy No:	FIN018
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Purpose

To provide for the implementation of frontage to be assessed in all areas for the installation of road improvements such as curb, gutter, pavement and sidewalks. Frontage will be assessed in accordance with Division 7, Local Improvement Tax, of the Municipal Government Act.

Definitions

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

Frontage shall mean the side of the property that the Municipal District of Mackenzie has assigned the address of the property.

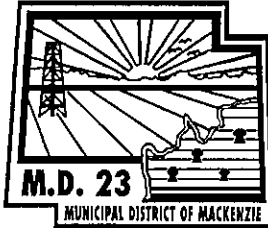
Policy Statement and Guidelines

The Municipal District of Mackenzie No. 23 recognizes the need for a Local Improvement Tax to be charged for the upgrading of roads and streets in the residential, institutional, industrial and commercial areas within the hamlets. This Tax is needed to supplement the annual budget approvals so that all needed improvements can be made in a timely manner. The percentage of assessment assigned to frontage is to be the specified percentage of the total project costs defined below. These assessment costs will then be evenly distributed amongst the frontage as provided in the Municipal Government Act. The following frontage assessments are to be used:

- 1) A 30% frontage assessment will be assessed to the landowners for projects initiated by the Municipal District of Mackenzie No. 23. This will be charged in accordance with the Municipal Government Act.
- 2) A 100% frontage assessment will be assessed to the landowners for projects initiated by petition to the Municipal District of Mackenzie No. 23.
- 3) Improvements are defined as a structural enhancement such as gravel to pavement, ditch to curb and gutter, and no sidewalk to sidewalk.
- 4) Improvements exclude "gravel to pavement" for the residential category. Costs for this improvement will be borne by the Municipal District of Mackenzie
- 5) Frontage for odd shaped or corner lots will be assessed on the average between the front and rear property lines.

	Date	Resolution Number
Approved	June 19, 2001	01-323
Amended	March 19, 2002	02-216
Amended	April 29, 2003	03-250
Amended	March 22, 2005	05-151





M.D. of Mackenzie No. 23

Request For Decision

Meeting:	Regular Council
Meeting Date:	December 13, 2005
Presented By:	Paul Driedger Director of Planning, Emergency & Enforcement Services
Title:	DELEGATION Commanding Officer Ryan Becker RCMP "K" Division, Fort Vermilion Detachment
Agenda Item No:	

BACKGROUND / PROPOSAL:

Commanding Officer Ryan Becker would like to meet with Council to discuss the Enhanced Policing position in La Crete.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Commanding Officer Ryan Becker will be in attendance.

COSTS / SOURCE OF FUNDING:

N/A

RECOMMENDED ACTION:

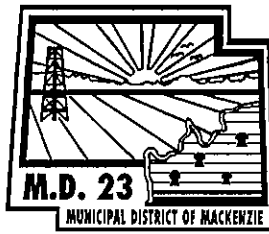
For discussion.

Author: G. Peters

Reviewed:

C.A.O.:





M.D. of Mackenzie No. 23

Request For Decision

Agenda Item # _____

Meeting:	Regular Council Meeting
Meeting Date:	December 13, 2005
Presented By:	Brenda Wiebe, Roads Supervisor
Title:	Assumption Bypass Construction

BACKGROUND / PROPOSAL:


The Assumption Bypass project was approved in the 2004 budget and has approved funding under the Resource Road Program. Alberta Infrastructure and Transportation have indicated they would like to know if the project is proceeding by March 31, 2006.

Following is a summary of significant events involving this project:

- Since the beginning of the project the MD has recognized the Dene Tha as a stakeholder in the project; in the RRP application they were acknowledged as a party that would benefit.
- June 15, 2004 – Reeve Bill Neufeld contacted the DeneTha to request their participation in the project.
- January 28, 2005 – letter was sent to the Dene Tha requesting that they relay any concerns they may have pertaining to the project.
- Dene Tha informed EXH that the project was taking place on “Traditional Lands” and they felt they had some influence over the area in question.
- Dene Tha suggested that the project should be sole sourced to Dene Tha Contracting. They were informed that neither the MD nor AIT would apply funding to a project run in such a fashion. EXH suggested requiring the successful contractor to obtain a certain percentage of labour and equipment from the Dena Tha.
- EXH, MD, and AIT met to discuss the project. AIT stated that percentage clauses have been used in the past. They also indicated that sole sourcing would be considered subject to obtaining a competitive price based on engineering estimates.

- Dene Tha representatives responded positively to the idea of 20% of labour and equipment being supplied by them, but they did not respond with any proposals or cost estimates.
- At the March 22, 2005 Council meeting the following motion was made:
MOTION 05-163 MOVED by Deputy Reeve Sarapuk
 That the clearing for the Assumption Bypass Project be offered to Dene Tha Contracting subject to receiving a proposal that is equal or less than the engineering estimate and subject to Alberta Transportation consenting to apply Resource Road Funding to the clearing.
CARRIED
- April 8, 2005 – Mr. Ken Rich with the Dene Tha contacted EXH and stated that no consultation with the Dene Tha had occurred and indicated proper consultation would involve face to face meetings with the Chief, Council, himself and the band membership.
- At the April 12, 2005 Council meeting the following motion was made:
MOTION 05-209 MOVED by Councillor Neudorf
 That a letter be sent to the Dene Tha Chief and Council inviting them to attend the April 28th or May 10th Council meeting to discuss the Assumption Bypass.
CARRIED
- April 25, 2005 – Acting Chief Pastion replied and asked that a meeting be scheduled between the MD and the Dene Tha Chief and Council.
- April 26, 2005 – Reeve Neufeld replied to the Chief, indicating the MD would not move forward with the project without a supportive resolution from the Dene Tha. The Dene Tha was again invited to the May 10th Council meeting.
- April 28, 2005 – No representatives from the Dene Tha were present at the meeting. Council met in camera but no resolutions were made.
- May 10, 2005 – No representatives from the Dene Tha were present at the meeting.
- May 25, 2005 – The following motion was made:
MOTION 05-286 MOVED by Councillor Braun
 That the Assumption Hill Bypass Project be postponed and the MD enter into discussions with provincial authorities and the Dene Tha First Nation about the possibilities that may exist.

 In favor: Reeve Neufeld, Deputy Reeve Sarapuk, Councillor Wardley, Councillor Driedger, Councillor Braun, Councillor Neudorf
 Opposed: Councillor Newman, Councillor Thompson
CARRIED

Author:	Reviewed:	C.A.O.: 
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- June 1, 2005 – Council met with Minister Renner and MLA Frank Oberle at a Special Council meeting. The Minister suggested that the Minister of Indian Affairs be asked to mediate an agreement.
- September 28, 2005 - Council suggested a meeting be scheduled with the Dene Tha on October 21, 2005.
- October 18 – 20, 2005 – Administration made arrangements for meeting in Assumption. MD was in contact with Dene Tha administration and all arrangements were made.
- October 20, 2005 – Dene Tha called to cancel the meeting for the following day.
- November 10, 2005 – Reeve Bill Neufeld sent letter to Dene Tha requesting a meeting on November 24, 2005. This letter was also e-mailed to Ken Rich.
- November 24, 2005 – Meeting was scheduled with Dene Tha but discussions during the previous day between Reeve Bill Neufeld and Dene Tha administration indicated they were not aware of a letter being sent.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

If the project is going to continue, clearing should be completed this winter with construction to follow during the summer. The tender for clearing is 100% complete, all that is required is start and completion dates. Currently the construction tender is approximately 75% complete. The remainder would be done upon completion of the clearing.

Following are some available options for proceeding with the project:

1. Continue to try scheduling a meeting between Council's to resolve this issues.
To date the MD's attempts to set up a meeting between Council's has proven unsuccessful.
2. Proceed with the project.
3. Contact the Minister of Indian Affairs to mediate an agreement.
4. Cancel the project.
5. Review option of constructing a winter road as originally discussed.

Author:	Reviewed:	C.A.O.: 
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COSTS / SOURCE OF FUNDING:

Total Expenditures to Date:

2004 - \$147,577


2005 - \$ 71,795

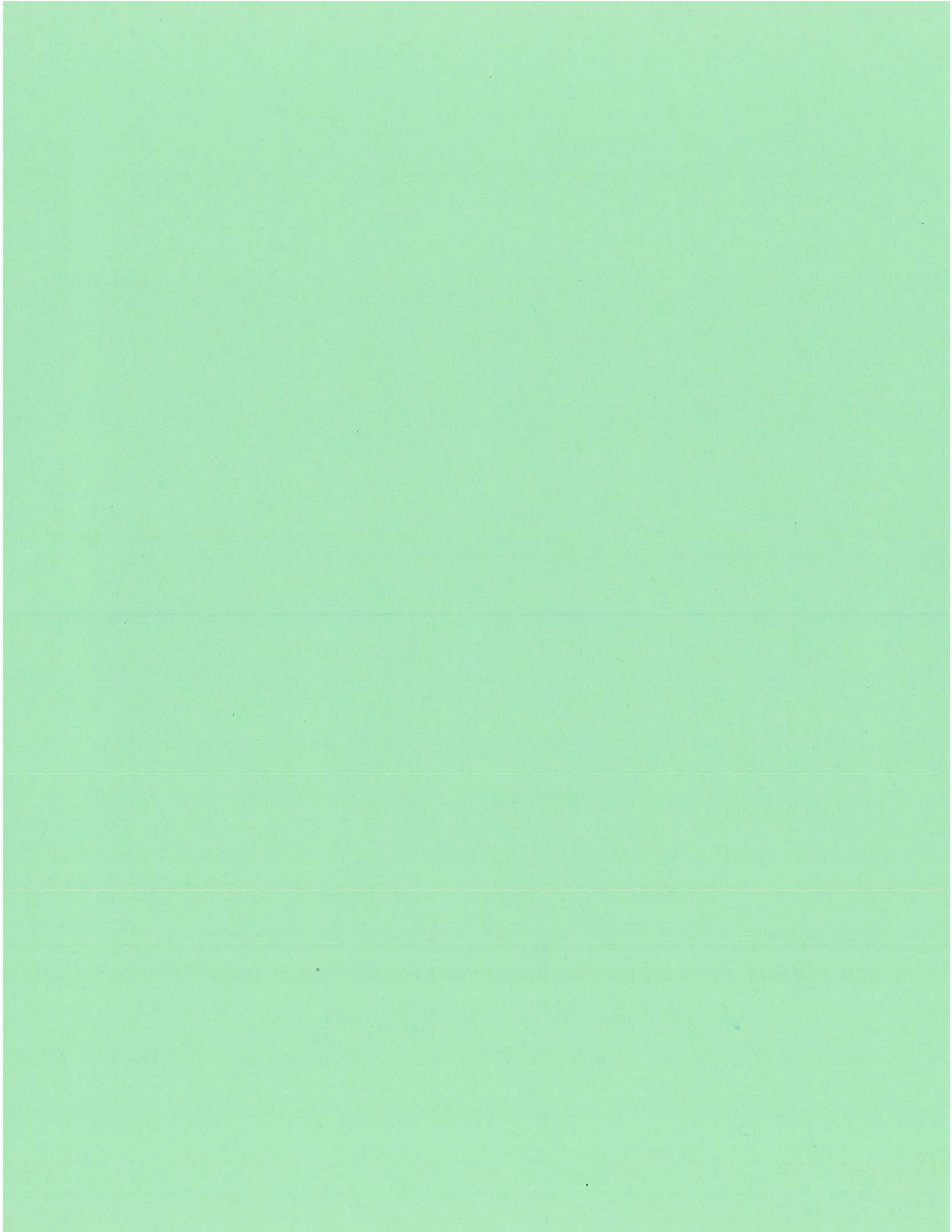
Total - \$219,372

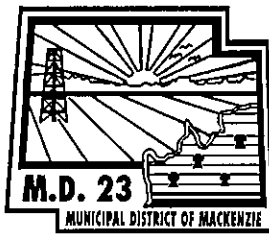
The 2005 budget includes \$2,120,888, of which 50% is Resource Road funding.

RECOMMENDED ACTION:

For discussion.

Author:	Reviewed:	C.A.O.: 
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M.D. of Mackenzie No. 23

Request For Decision

Agenda Item # _____

Meeting:	Regular Council Meeting
Meeting Date:	December 13, 2005
Presented By:	Brenda Wiebe, Roads Supervisor
Title:	Operations Committee

BACKGROUND / PROPOSAL:

Council has requested that an Operations Committee be created to review the operations within the Roads and Utilities departments.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Attached is a draft Terms of Reference.


COSTS / SOURCE OF FUNDING:

Honorariums and travel expenses as outlined by Council bylaw.

RECOMMENDED ACTION:

That the Operations Committee Terms of Reference be adopted as presented.

That Councillors _____, _____, and _____ be appointed to the Operations Committee.

Author:	Reviewed:	C.A.O.: 
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M.D. of Mackenzie Operations Committee

Terms of Reference

1. Committee Designation:

Municipal District of Mackenzie Committee on operational services.

2. Operations Committee Members:

The M.D. of Mackenzie Operations Committee shall be comprised of:

- Three Councillors
- Chief Administrative Officer
- Roads Supervisor
- Utilities Supervisor

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

The M.D. of Mackenzie Operations Committee shall:

- Review public works policies and bylaws
- Review road sign changes or additions
- Review equipment and vehicle needs
- Review dust control program
- Review 10 year capital plans for hamlets
- Review grader contracts
- Review gravelling program

- Review parks, playground and campground operations and services required at each location
- Review operations of rural water points

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

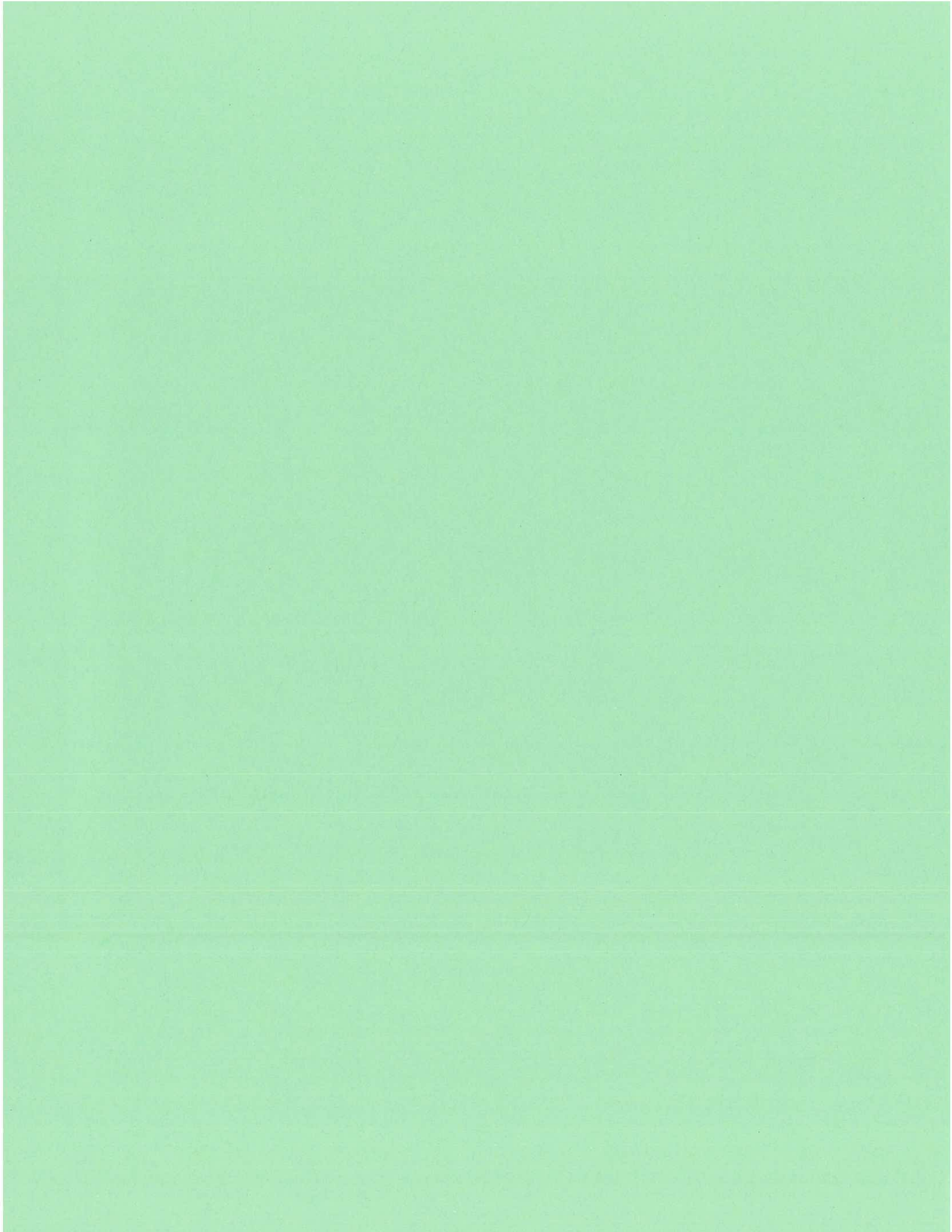
The Operations Committee will meet as required.

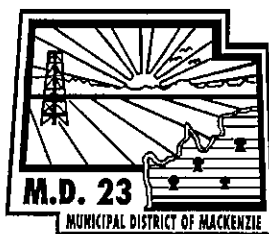
5. Reporting Structure:

The Operations Committee shall report directly to the M.D. Council through its Council members.

6. Operations Committee Administrative and Financial Support:

- The M.D. of Mackenzie shall provide resource and financial support.
- The M.D. office shall provide meeting space.
- Committee members shall be reimbursed for their expenses as per the Honorariums and Related Expense Reimbursement Bylaw.





M.D. of Mackenzie No. 23

Request For Decision

Agenda Item # _____

Meeting:	Regular Council Meeting
Meeting Date:	December 13, 2005
Presented By:	Brenda Wiebe, Roads Supervisor
Title:	Drainage and Erosion Duties

BACKGROUND / PROPOSAL:

The ASB requested that administration review the separation of duties for rural drainage and erosion concerns and projects.

Following is a summary of some of the drainage and erosion projects done in 2005 and which department facilitated it:

Project:	Department:
8 mile Road	Started as Roads and ended with Agriculture
Spruce Road	Roads
Blue Hills – west	Agriculture requested Roads to do some work
Blue Hills – various erosion concerns	Discussed between Agriculture and Roads, Roads provided staff and equipment
HL East	Agriculture
Rosenberger	Agriculture

Currently the “Roads” department is not trained in drainage and erosion control. This creates problems when the roads department tries to facilitate erosion projects. On some projects the agriculture department instructed the roads department what work was required. In another situation the agriculture department was involved at the last minute to ensure the erosion control work was done properly.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

There have been discussions between the Agriculture and Roads department recently and following is a summary of duties mutually agreed upon.

Roads: Culvert installations and repairs in centerlines and approaches
Erosion control surrounding culverts

Agriculture: All other drainage and erosion concerns including ditch clean out and drainage ditch construction.

The agriculture department would have access to the roads equipment and staff when needed.


COSTS / SOURCE OF FUNDING:

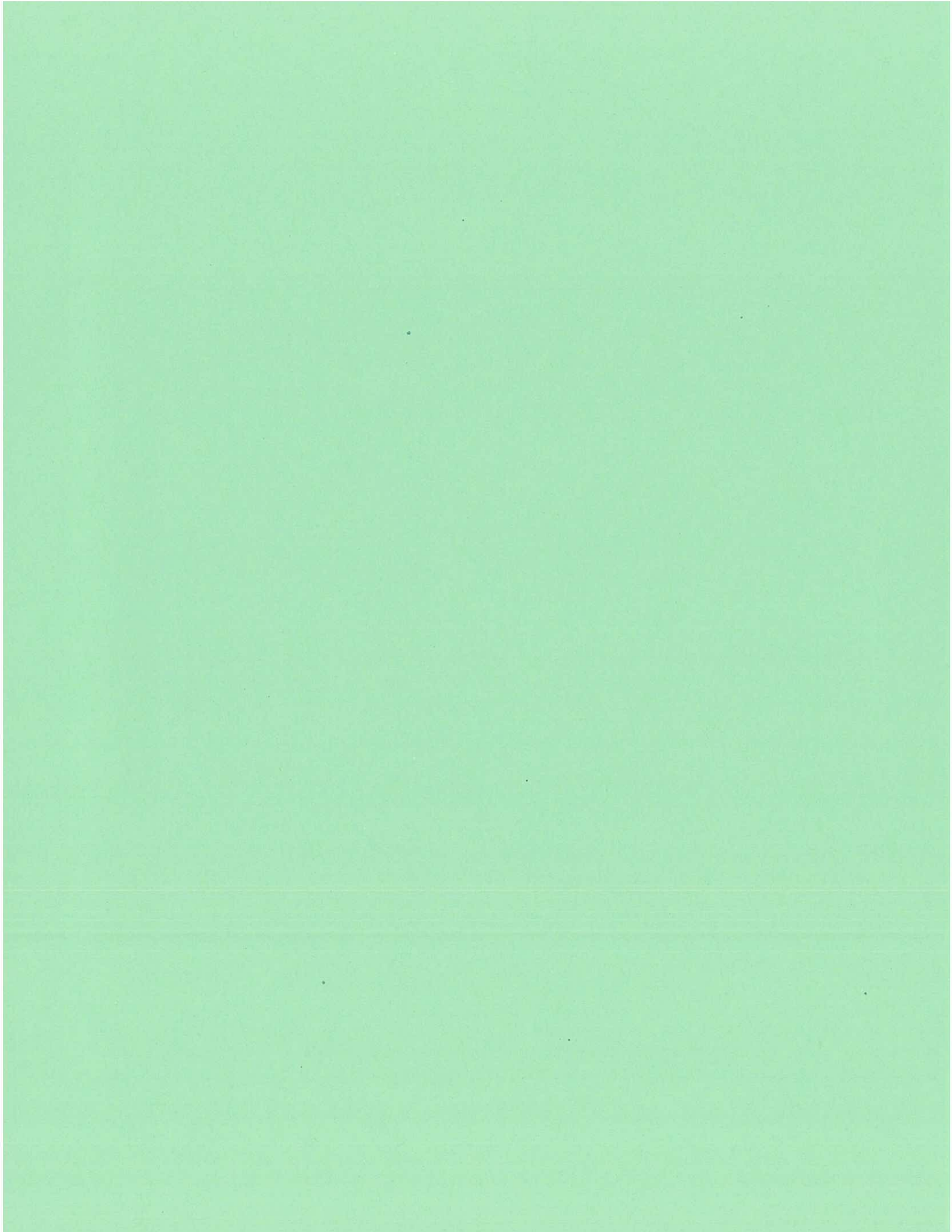
The 2006 operating budget includes the following amounts for drainage and erosion:

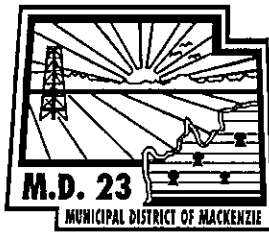
- FV Roads Structural Repair & Maintenance (2-32-30-259) - \$25,000
- LC Roads Structural Repair & Maintenance (2-32-40-259) - \$25,000
- Agriculture Structural Repair & Maintenance (2-63-30-259) - \$40,000

RECOMMENDED ACTION:

For discussion and information.

Author:	Reviewed:	C.A.O.: 
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M.D. of Mackenzie No. 23

Request For Decision

Agenda Item # _____

Meeting:	Regular Council Meeting
Meeting Date:	December 13, 2005
Presented By:	Brenda Wiebe, Roads Supervisor
Title:	Dugout along Wolfe Lake Road

BACKGROUND / PROPOSAL:

During the winter of 2002/2003 the MD straightened the curve along Wolfe Lake Road. The MD got a borrow pit from a gentleman that lived in the area (see attached agreement). The landowner wanted some earth work done so he could water his animals so, in exchange for the borrow pit, the MD allowed him to use the excavator for one day at the MD's expense. The landowner has a well adjacent to the dugout that is normally filled with water from the dugout. The landowner did not sign an "Acceptance and Release" form as indicated in the original agreement. I am not sure if this was presented to him or not, likely not.

During spring runoff there was some erosion to the corners of the dugout and to the water channel. He approached the MD asking for filter cloth to line his dugout. The Director of Operational Services approved this but the landowner never picked it up, nor was it delivered.

A couple weeks ago this gentleman met with administration. He is requesting that the MD clean out the silt and sand that has eroded onto the rock and washed away the corners of the dugout. He also mentioned that there is so much sand that water is no longer flowing to his well. The edges of the dugout have eroded and they are now very steep; he doesn't want people snowmobiling through there. He insists that if the filter cloth had been installed the first spring none of these problems would have occurred.

Administration has tried negotiating with the landowner. It is not normal practice for the MD to go repair borrow pits that were dug years prior. This was mentioned to him, but I also tried to negotiate. I indicated I would be willing to give him the filter cloth and pay for approximately 3 hrs of work with an excavator. This seemed reasonable to administration. The landowner was not happy with that arrangement. Then I asked that he get a cost estimate from a local company to repair the dugout. He received a cost estimate of approximately \$1,000 plus the cost of filter cloth.

Since then he has called on numerous occasions. He is very concerned about people snowmobiling through his dugout and getting killed. He continuously mentions that he needs the area "licensed" and he only wants "licensed" people working on the dugout.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Option 1

Do the repairs he has requested.

Option 2

Leave the dugout as is. It is not normally MD practice to repair private dugouts. The landowner will undoubtedly continue to press his case.

COSTS / SOURCE OF FUNDING:

Option 1

Approximately \$1000 (give or take a little) plus the cost of 30 ft of filter cloth.

Option 2

No cost.

RECOMMENDED ACTION:

For discussion.

Author:	Reviewed:	C.A.O.: 
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M.D. OF MACKENZIE NO. 23

P.O. Box 240, Fort Vermilion, Alberta, T0H 1N0
Telephone (780) 928-3927 Fax (780) 928-3983
Public Works (780) 928-3983 Fax 928-3636

REGISTERED
MAR 05 2003
MUNICIPAL DISTRICT
OF MACKENZIE NO. 23
FORT VERMILION
(Municipal District Request)

Motion # _____
Adopted _____
File : _____

RIGHT OF ENTRY AGREEMENT AND AGREEMENT FOR THE TAKING OF EARTH BORROW (Municipal District Request)

(1) KNOW ALL MEN BY THESE PRESENTS THAT I, GEORGE BRAUN
of Box 154, LA CRETE in the Province of Alberta
(hereinafter called "the owner") being the registered owner or entitled to become the registered
owner of the following described lands:

SAL-6-107-14-WS

do hereby, for myself, my heirs, executors, administrators and assigns grant and assign unto the
Municipal District of Mackenzie No.23, the right to enter upon the aforesaid lands to by all such
surveyors, workmen, agents, machinery and equipment as may be necessary for the purpose of
removing earth from a borrow area upon the said land.

(2) ~~I AGREE to accept \$200.00 per acre for damage to my cereal, pulse or
seed crop and \$400.00 per acre for damage to my seeded hay crop, and \$50.00 per
acre for damage to my native land, and to accept the total number of acres of crop
damage as determined by the road design engineers or the Manager of Public Works.~~
G.B.

(3) a) It is understood and agreed that the M.D. will be responsible for the initial land
surface clean-up of large rocks, roots and other debris on the private land(s)
affected and such initial clean-up will be undertaken immediately following the
completion of any M.D. works or as soon as possible thereafter if
circumstances are such that clean-up cannot be undertaken immediately, and,

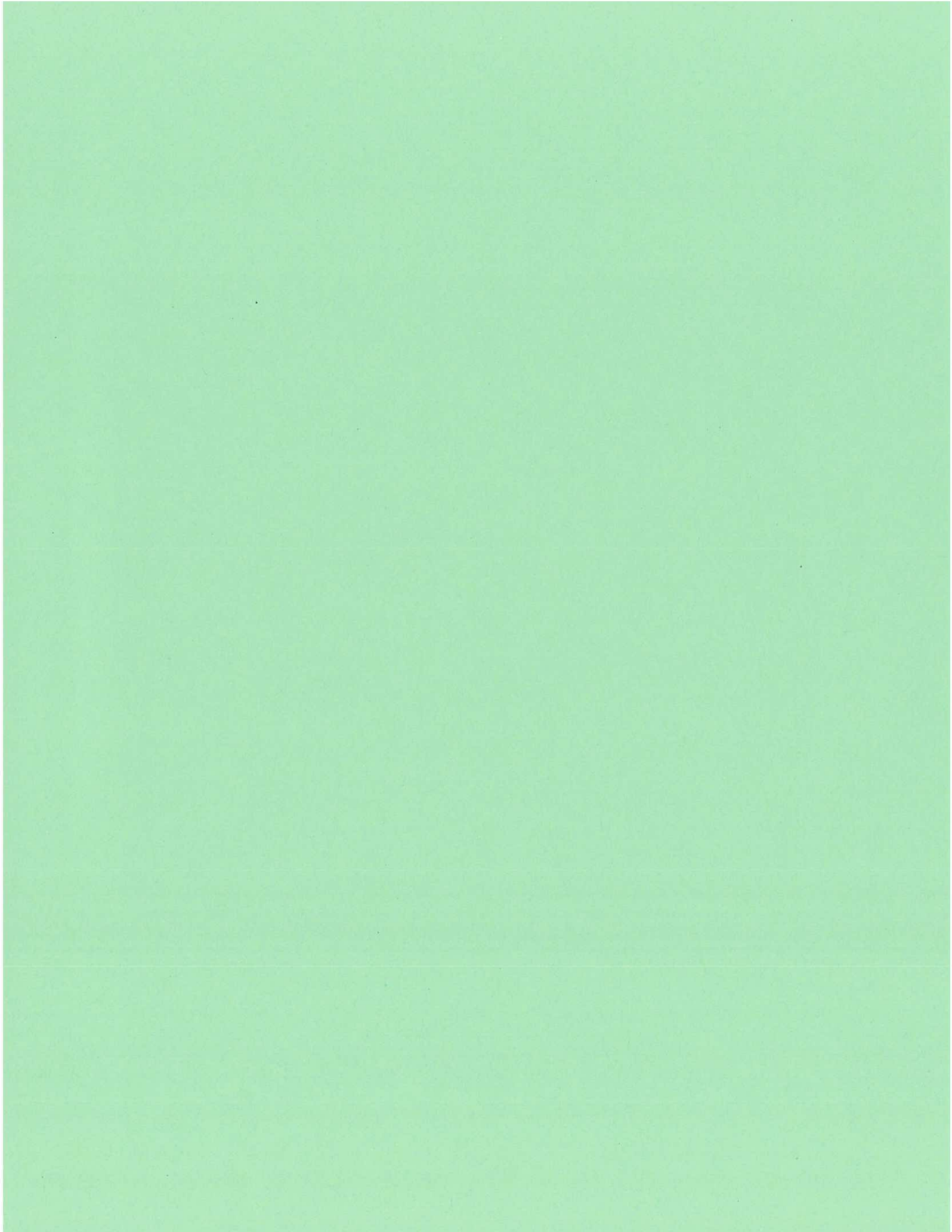
b) It is understood and agreed that the initial land surface clean-up means, removal and disposal of
large rocks, roots and other debris from the land surface which is required as a result of the taking
of earth borrow and construction of haul roads, and does not include rocks, roots and other debris
brought to the land surface as a result of the cultivation of the land following completion of the
earth borrow works, and that clean-up will be done as much as reasonably possible, with the M.D.
road construction equipment used to complete the road construction and/or the backsloping
project; and

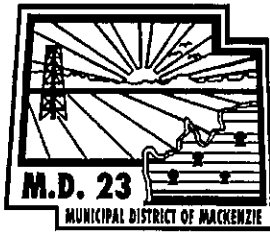
(4) It is understood and agreed that the landowner will sign an Acceptance and Release
form following completion of the said taking of earth borrow and initial land surface clean-up, and

(5) IT IS UNDERSTOOD AND AGREED except as stipulated in paragraph two (2), no compensation
will be paid to me for any purpose whatsoever and I will have no claim for damages or any other
matter or thing for such entry upon my lands, cutting, removal or distribution of earth or other
materials or for any operations carried on by the M.D. in connection with such earth borrow work.

_____ (Renter, where applicable) (MRD.)
 _____ (Witness)
 AND _____ (Owner) _____ (Witness)
 AND _____ (Owner) _____ (Witness)

IN WITNESS WHEREOF I have hereunto subscribed my name this
 28 day of FEB. 2003 A.D.





M.D. of Mackenzie No. 23

Request For Decision

Agenda Item # _____

Meeting:	Regular Council Meeting
Meeting Date:	December 13, 2005
Presented By:	Eva Schmidt, Planning Supervisor
Title:	Bylaw 398/03 - Intermunicipal Development Plan

BACKGROUND / PROPOSAL:

Council requested to review the Town of High Level and Municipal District of Mackenzie Intermunicipal Development Plan (IDP) that was adopted in 2003 as Bylaw 398/03.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The Intermunicipal Development Plan was created to effectively address the future growth around the Town of High Level and the transportation corridors leading to the Town. The IDP was adopted in the spirit of intermunicipal cooperation within planning areas of interest to both municipalities to enhance and expand economic activity in the area.

Since the implementation of the IDP, High Level has made an amendment to their Land Use Bylaw (LUB), adversely affecting the MD, without notifying the MD. The IDP states on page 12, that:

"the Town will circulate the following to the Municipal District for comment and review if the proposal is located within the Primary and/or Corridor Areas as outlined on the Referral Areas Map.

- a) Statutory Plans (including drafts) and amendments thereto.
- b) Land Use Bylaws (including drafts) and amendments thereto. . . ."

In the case of the amendment to the Town of High Level's LUB to not allow the construction of a medical clinics on hospital property the MD was not issued a copy of the LUB amendment however the amendment directly affected zoning within the IDP boundaries.

The Town of High Level was issued a copy of proposed Bylaw 495/05 resulting in the Town sending a delegation to the June 23, 2005 Council meeting, requesting a meeting

Author: Eva Schmidt, Planning Supervisor	Review Date:	C.A.O.: 
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to discuss the proposed bylaw. The Town was unable to meet with Council throughout the summer and a meeting was finally held on October 25, 2005. As a result of that meeting, Council made considerable changes to the proposed Bylaw 495/05 and is going to re-advertise and hold additional public hearings. In the meantime, the Town of High Level has made an appeal to the Municipal Government Board regarding proposed Bylaw 495/05.

The above examples clearly show that the IDP is not working as it was intended and as a result Council may wish to terminate parts of, or the entire, IDP document. Termination of the IDP does not eliminate the requirement of the MGA for intermunicipal cooperation.

The IDP states that prior to repealing the Bylaw adopting the IDP, the municipality will:

- provide six months written notice, along with reasons, to the other municipality, or a lesser time period if both municipalities are in agreement;
- within 60 days of the notice, the intermunicipal planning committee shall meet to review the concerns and make recommendations to the two councils;
- if an agreement cannot be reached by the two Councils, the municipality filing the notice may either withdraw the notice or proceed with first reading of a bylaw to repeal the IDP;
- if a repeal is filed, a mediation process shall be engaged in an effort to resolve the matter;
- if mediation is unsuccessful, the municipalities may proceed to pass bylaws to repeal the IDP following a public hearing in accordance with the MGA.

If the IDP is repealed both municipalities shall amend their Municipal Development Plans to address inter-municipal issues.

Council may wish to only terminate the transportation corridor portion of the IDP outside the primary area of the IDP located within the MD of Mackenzie as the lands adjacent to the transportation corridor are not adjacent to the Town but are a major point of conflict.

Option 1

Give written notice to the Town of High Level that the MD of Mackenzie wishes to repeal the IDP in its entirety.

Option 2

That written notice be given to the Town of High Level that the MD of Mackenzie wishes to amend the Intermunicipal Development Plan to exclude the transportation corridor outside the primary area for the following reasons,

1. Development along the transportation corridor outside the primary area does not impact the Town of High Level as it is not immediately adjacent to the Town of High Level boundary.
2. The Intermunicipal Development Plan process has delayed proposed development along the transportation corridor outside the primary area.

Author: Eva Schmidt, Planning Supervisor	Review Date:	C.A.O.:
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3. The Town is superseding their authority as a commenting body on proposed development along the transportation corridor outside the primary area.

COSTS / SOURCE OF FUNDING:

N/A

RECOMMENDED ACTION:

Option 2

That written notice be given to the Town of High Level that the MD of Mackenzie wishes to amend the Intermunicipal Development Plan to exclude the transportation corridor outside the primary area for the following reasons,

1. Development along the transportation corridor outside the primary area does not impact the Town of High Level as it is not immediately adjacent to the Town of High Level boundary.
2. The Intermunicipal Development Plan process has delayed proposed development along the transportation corridor outside the primary area.
3. The Town is superseding their authority as a commenting body on proposed development along the transportation corridor outside the primary area.

Author: Eva Schmidt, Planning Supervisor	Review Date:	C.A.O.:
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BYLAW NO. 398/03

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

**FOR THE PURPOSE OF ADOPTING THE MUNICIPAL DISTRICT OF
MACKENZIE – TOWN OF HIGH LEVEL
INTER-MUNICIPAL DEVELOPMENT PLAN**

WHEREAS, Section 631 of the Municipal Government Act, Revised Statutes of Alberta, 2000 Chapter M-26 and any amendments thereto permits the Council of the Municipal District of Mackenzie to adopt an inter-municipal development plan in cooperation with the Town of High Level, and

WHEREAS, the Council of the Municipal District of Mackenzie No. 23, in the Province of Alberta, has deemed it desirable to adopt an inter-municipal development plan with the Town of High Level, and

WHEREAS, the Council of the Municipal District of Mackenzie No. 23, in the Province of Alberta, views the adoption of this inter-municipal development plan as a positive measure to advance the economic development of the region,

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

1. That this Bylaw shall be cited as the Municipal District of Mackenzie – Town of High Level Inter-Municipal Development Plan Bylaw;
2. That the Municipal District of Mackenzie – Town of High Level Inter-Municipal Development Plan, as attached, is hereby adopted; and
3. That this Bylaw shall take force and effect on the date of its final passage.

First reading given on the _____ day of _____, 2003.

Bill Neufeld, Reeve

Barbara Spurgeon, Executive Assistant

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

Bill Neufeld, Reeve

Barbara Spurgeon, Executive Assistant

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

Bill Neufeld, Reeve

Barbara Spurgeon, Executive Assistant

The
MUNICIPAL DISTRICT OF MACKENZIE
-
TOWN OF HIGH LEVEL
INTER-MUNICIPAL DEVELOPMENT PLAN

October 2003

**MUNICIPAL DISTRICT OF MACKENZIE No. 23
and the
TOWN OF HIGH LEVEL
INTER-MUNICIPAL DEVELOPMENT PLAN**

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**MUNICIPAL DISTRICT OF MACKENZIE No. 23
and the
TOWN OF HIGH LEVEL
INTER-MUNICIPAL DEVELOPMENT PLAN**

INTRODUCTION

Looking To The Future

The Municipal District of Mackenzie and the Town of High Level, along with the Town of Rainbow Lake, are situated in a high growth area in the Province of Alberta. Over the past few years, this part of Northern Alberta has grown in terms of population and economic development. The area has a promising future in relation to its growth prospects.

In order to sustain and advance this development, it makes sense to have the Municipal District of Mackenzie and the Town of High Level work together on an inter-municipal basis when it comes to the future planning of the area. This type of inter-municipal cooperation will assist in attracting private investment, enhancing economic activity and ensuring that land is available for new development.

The northwest region of the Province of Alberta has great potential to advance development, especially through the combined efforts of the Municipal District of Mackenzie and the Town of High Level.

Legislative Basis

The intent of an inter-municipal development plan is to outline a framework whereby two municipalities can cooperate on the planning of a rural-urban area, while providing policy directions for the future land use of the inter-municipal planning area.

The Municipal District of Mackenzie – Town of High Level Inter-Municipal Development Plan has been prepared in accordance to the provisions of the Province of Alberta Municipal Government Act, which states:

Two or more councils, may, by each passing a bylaw, adopt an inter-municipal development plan to include those areas of land lying within the boundaries of the municipalities, as they consider necessary.

In regards to the Province of Alberta Land Use Policies, this Plan meets the requirements of the Land Use Policies, which states:

To foster cooperation and coordination between neighbouring municipalities and between municipalities and provincial departments and other jurisdictions in addressing planning issues and in implementing plans and strategies.

Working Together – The Need For A Plan

The Councils for the Municipal District of Mackenzie and the Town of High Level recognize the need to work together to advance the socio-economic of the High Level area. With this in mind, the Councils noted the following factors when considering the need for an inter-municipal development plan.

- establishment of effective land use patterns that respect the rural and urban nature of the inter-municipal planning area;
- address the growth occurring in the area in a pro-active and cooperative manner;
- ensuring land availability that will assist with the economic development of the area, while attracting investment;
- coordination between land development and the area's transportation systems;
- recognize and accommodate the projected growth of the urban centre;
- respond to the current and future demand for land for a variety of land uses; and
- establishing a decision-making process that is built on communication, cooperation and consultation.

With these factors, and others, in mind, the Councils agreed with the need to proceed with the preparation and adoption of an inter-municipal development plan for the High Level area.

Plan Goals

The Councils for the Municipal District of Mackenzie and the Town of High Level have agreed to the following goals for the implementation of the Municipal District of Mackenzie – Town of High Level Inter-Municipal Development Plan:

- ❖ To establish an inter-municipal decision-making process that will effectively address the future growth of the inter-municipal planning area.
- ❖ To establish a primary area and corridor areas where the Municipal District and the Town can cooperate on land use planning matters.

- ❖ To pursue economic development on an inter-municipal basis, with an emphasis on the attraction of industry and business investment to the area.
- ❖ To cooperate on the provision of municipal services.
- ❖ To ensure that land use patterns and transportation corridors are coordinated to the benefit of the area, as well as the movement of people, goods and services.

**MUNICIPAL DISTRICT OF MACKENZIE No. 23
and the
TOWN OF HIGH LEVEL
INTER-MUNICIPAL DEVELOPMENT PLAN**

ECONOMIC DEVELOPMENT

The Councils for the Municipal District of Mackenzie and the Town of High Level want to pursue economic development on a cooperative basis that will benefit both municipalities.

The Municipal District and the Town recognize the important connection between land use planning and economic development. In fact, the Municipal District and the Town will use the Municipal District of Mackenzie – Town of High Level Inter-Municipal Development Plan as a way to ensure that land is available for the economic development of the area.

An effective land use planning approach based on inter-municipal cooperation will provide a basis on which to attract investment to the area.

By working together on the economic development of the area, the Municipal District and the Town will be able to realize opportunities to advance the economic development of the area.

Policy Directions:

1. The Municipal District and the Town will ensure that appropriate land is available for economic development proposals in locations agreed to by the two Councils.
2. The Municipal District and the Town will work with the Regional Economic Development Initiative to ensure that there is an effective connection between economic development proposals related to land use planning in the Inter-Municipal Planning Area.
3. The provision of municipal servicing and effective transportation systems for proposed economic development projects will be undertaken on a basis of cooperation between the Municipal District and the Town.
4. The Municipal District and the Town will jointly lobby for projects and/or issues that will advance the economic development of the municipalities.

**MUNICIPAL DISTRICT OF MACKENZIE No. 23
and the
TOWN OF HIGH LEVEL
INTER-MUNICIPAL DEVELOPMENT PLAN**

LAND USE POLICY DIRECTIONS

The following section of the Municipal District of Mackenzie – Town of High Level Inter-Municipal Development Plan outlines the policy directions that will be used for making decisions related to the future planning and development of the Inter-Municipal Planning Area.

Agriculture

The past, current and future development of the High Level area is closely tied to the agricultural industry and the agriculture land base in the area.

Policies:

1. Where appropriate, non-agricultural development will be directed to poorer quality agricultural land.
2. When land is approved for development, the developer will make a reasonable effort to phase the development in such a manner that better agricultural land is kept in production for as long as possible.
3. Proposals for confined feeding operations will conform to the provisions of the Municipal District of Mackenzie Land Use Bylaw.
4. The Municipal District of Mackenzie and the Town of High Level will cooperate on the opening up of agricultural land in the White Zone.

Industrial Development

There has been and will continue to be a significant amount of industrial development in the Inter-Municipal Planning Area, making it necessary to ensure that sufficient land at appropriate locations is available. Generally, industrial development will occur south of the Town of High Level.

Policies:

1. Where required for site development considerations and when compatible to surrounding land uses, rural industrial development may be allowed in the Inter-Municipal Planning Area.
2. The Municipal District and the Town will take every, reasonable measure to accommodate industrial development in the Inter-Municipal Planning Area.
3. The Municipal District may consider the development of a rural industrial park in the High Level area that will accommodate industrial land uses best suited to a rural location.

Residential

As a result of the economic development that has and will occur in the Inter-Municipal Planning Area, there will be increased demand for residential accommodation of various kinds. Generally, residential development will occur north of the Town of High Level.

Policies:

1. Higher density residential development requiring the full range of municipal services will be directed towards the Town of High Level.
2. Country residential development, based on the land use regulations used by the Municipal District, may be allowed in the Inter-Municipal Planning Area.

Highway Commercial

The Town of High Level is a service centre for the region, as well as for the traveling public. With this role in mind, it is important to advance opportunities for highway commercial development in the Inter-Municipal Planning Area.

Policies:

1. When reviewing proposals for highway commercial development, the following factors will be taken into consideration: access to water distribution and sewage collection systems; the relationship between the proposed land use and the highway corridor; and the integrity of the highway and its safe operation.

Recreation and Natural Areas

The development of recreation land uses and the preservation of natural areas in the Inter-Municipal Planning Area are important considerations for the two municipalities.

Policies:

1. The Municipal District and the Town will cooperate on the planning of recreation areas in the Inter-Municipal Planning Area.
2. The future use and possible protection of natural areas will be considered when reviewing land use and development proposals in the Inter-Municipal Planning Area.

Urban Expansion

With the current and projected levels of economic activity in the northwest part of the Province of Alberta, there may be a need to expand the boundaries of the Town of High Level to accommodate growth.

Policies:

1. Generally speaking, the Town of High Level's residential development will be directed to the north and, possibly, to the west, while industrial development will be directed to the south of the current municipal boundaries.
2. The Municipal District and the Town, when reviewing land use proposals in the Inter-Municipal Planning Area, will consider the general growth directions and land use patterns noted in Policy 1 above.

Transportation Systems

The movement of people, goods and services is very important to the Municipal District and the Town. The coordination of land use patterns with transportation systems is critical in terms of assisting with the attraction of investment to the area. As well, the long-term viability of transportation-related facilities is a key consideration.

Policies:

1. When reviewing land use proposals, the impact of the proposal on the Inter-Municipal Planning Area's air, rail and road transportation systems will be evaluated and taken into consideration during decision-making processes.
2. Land uses that require access to rail transportation will be a priority for development in the rail transportation corridor located in the Inter-Municipal Planning Area.
3. Land uses that are related to the provision and/or servicing of air transportation systems, will be directed to the High Level Airport.
4. The Municipal District and Town will consider the establishment of a regional airports authority, of some kind, as a way to cooperate on the long-term viability and planning of airports located in the area.
5. When considering land use proposals in the vicinity of highway entrances into the Town of High Level, the appearance of the proposed land use/development will be considered due to the importance of the highway entrances to the visual appeal of the area.

Regional Servicing Systems

The provision of water distribution and sewer collections systems, as well as other municipal services, is a key factor when considering land use proposals, especially ones requiring access to such systems.

Policies:

1. The Municipal District and the Town will consider the establishment of a regional water distribution system to serve the High Level area based on an agreement that is mutually agreed to.

2. The Municipal District and the Town may consider renewing current agreements for the provision of municipal services, while considering new agreements for the provision of municipal services not already addressed by the two municipalities.
3. The Municipal District and the Town will consider the establishment of a regional services authority of some kind that will be responsible for the management of regional services.

Crown Land Development

There are still significant areas of Crown-owned land in the High Level area. The development and/or lack of development of these areas will have an affect on the future growth of the area.

Policies:

1. Where appropriate, the Municipal District and the Town will work together on issues, as well as initiatives, related to the future use and development of Crown Land in the Region.
2. The Municipal District and the Town want to ensure that the use of Crown Land benefits the socio-economic development of the two municipalities, as well as the Town of Rainbow Lake.

**MUNICIPAL DISTRICT OF MACKENZIE No. 23
and the
TOWN OF HIGH LEVEL
INTER-MUNICIPAL DEVELOPMENT PLAN**

PLAN ADMINISTRATION AND IMPLEMENTATION

A key component to the successful implementation of the Municipal District of Mackenzie – Town of High Level Inter-Municipal Development Plan is a clear understanding of the plan administration and implementation processes. The success of these processes will greatly depend upon a spirit of cooperation between both the Councils for the Municipal District and the Town, as well as their administrations. The purpose of this section is to establish the methods by which this Plan is to be administrated and implemented.

Adoption Process

The Inter-Municipal Development Plan shall be adopted by bylaw by the Municipal District and the Town in accordance with the provisions of the Municipal Government Act.

The Town's adopting bylaw will specify that although the Town adopts the goals and policies of the Plan, it has no legal jurisdiction for lands in the Inter-Municipal Planning Area that are outside the boundaries of the Town. Similarly, the Municipal District's adopting bylaw will specify that it has no legal jurisdiction for lands, which are outside the boundaries of the Municipal District.

Any amendments to the Municipal Development Plans and Land Use Bylaws of the respective municipalities that may be required to implement the policies of this Plan should occur simultaneously with the adoption of this Plan.

Administrative Agencies

Responsibility for the implementation of the provisions of this Plan is vested with each municipality respecting lands contained within its own boundaries.

Policies:

The Inter-Municipal Development Plan covers land both in the Municipal District of Mackenzie No. 23 and the Town of High Level. However, responsibility for the day-to-day administration falls within the powers of each municipality in accordance with their own statutory plans and Land Use Bylaw regulations.

The Municipal District and the Town will continue to be responsible for subdivision and development permit approvals falling within their boundaries. Likewise, applications to adopt or amend any statutory plan or Land Use Bylaw will be received and processed by the municipality within which the lands, which are the subject of the application, are located.

Referrals

Open communication between the two municipalities and the clear definition of procedural requirements will be critical to the successful implementation of this Plan. This process begins with the exchange of information at the beginning of the decision-making process. In order to ensure proper communication and coordination takes place between the two municipalities, plans, applications for subdivision and development permit applications shall be circulated between the municipalities.

Policies:

Referrals will be based on the following areas, as outlined on the Referral Areas Map, as contained in this Plan:

Primary Area – includes the area of the Municipal District outlined on the Referral Areas Map and the area within the Town that are adjacent to the municipal boundary between the two municipalities.

Corridor Area – includes the transportation corridor areas that are located in the Inter-Municipal Planning Area as outlined on the Referral Areas Map.

The Town will circulate the following to the Municipal District for comment and review if the proposal is located within the Primary and/or Corridor Areas as outlined on the Referral Areas Map.

- a) Statutory Plans (including drafts) and amendments thereto.
- b) Land Use Bylaws (including drafts) and amendments thereto.
- c) Subdivision applications
- d) Non-residential development permits
- e) Applications for development permits or subdivisions for contentious uses on land which is immediately adjacent to, but outside the Inter-Municipal Planning Area.
- f) Non-statutory plans (including drafts).

The Municipal District will circulate the following to the Town for comment and review if the proposal is located within the Primary and/or Corridor Areas as outlined on the Referral Areas Map.

- a) Statutory Plans (including drafts) and amendments thereto.
- b) Land Use Bylaws (including drafts) and amendments thereto.
- c) Subdivision applications, except for farmstead separations.
- d) Non-residential development permits.
- e) Applications for development permits or subdivisions for contentious uses on land which is immediately adjacent to, but outside the Inter-Municipal Planning Area.
- f) Non-statutory plans (including drafts).

For major development proposals that may be of interest to the other municipality but are located in outside the Primary and/or Corridor Areas, the Municipal District and the Town will circulate such proposals to the other municipality for information, as well as review and comments. Such proposals may be subject to the Dispute Resolution Process under the provisions of this Plan.

Referrals made under this section of the Plan are required to conform to the following time-lines:

- a) Each municipality is to be provided with thirty (30) days to review and comment on referrals, unless applicable legislation requires a different time period.

- b) If comments are not received within an agreed time period, it shall be assumed that there is no objection to the proposal. However, given that the fairness and reasonableness must be an integral part of the decision-making process, the time frame may be extended by agreement of both municipalities.
- c) Time extensions may be requested to any of the noted time lines. A request should be considered an exception and must not be abused. The host municipality may grant a time extension to any application upon the request by the receiving municipality.
- d) If a request for a time extension is denied, with reasons, the issue would not constitute a dispute under the provisions of this Plan.

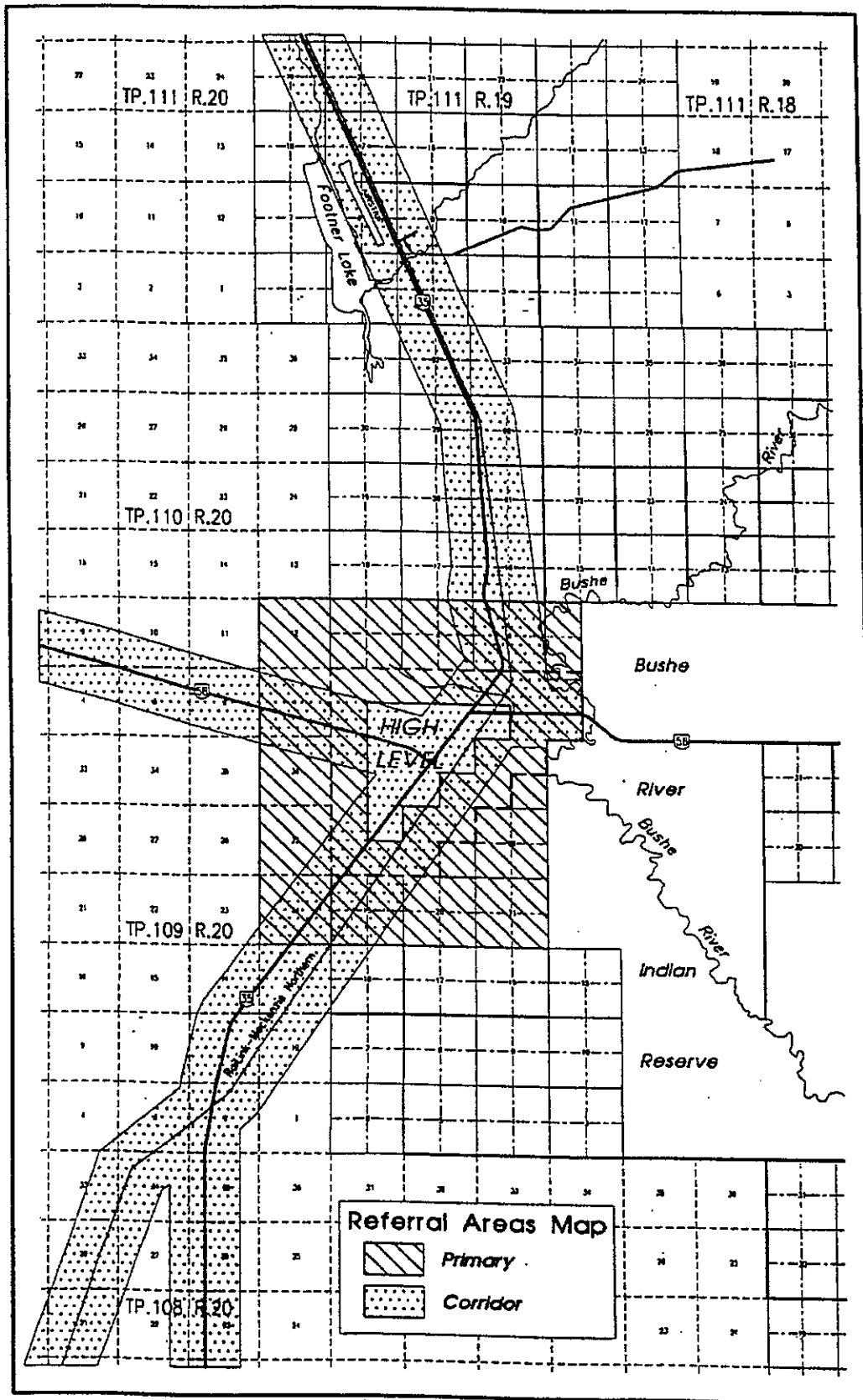
In the event that a potential application gives rise to concern respecting the interpretation of a definition, goal, policy direction, or administrative provision of this Plan, the issue shall be jointly reviewed at the staff level within fourteen (14) days of the application being submitted. If the matter is not resolved by staff, then the Inter-Municipal Planning Committee shall meet within thirty (30) days of the original submission of the application for the purpose of addressing the concern and deciding on what actions to take, if any.

Dispute Resolution Process

The implementation of a dispute resolution process is a mandatory requirement of an Inter-Municipal Development Plan under the provisions of the Municipal Government Act. In order to address this requirement, and to ensure that the principles of fairness and due process are respected, a dispute resolution process consisting of five main components is outlined in Appendix A to this section of the Plan.

The intent of the Dispute Resolution Process is to maximize opportunities for discussion and review in order to resolve areas of disagreement early in the decision-making process and minimizing any associated delays making a decision on a proposal.

TOWN OF HIGH LEVEL-MUNICIPAL DISTRICT OF MACKENZIE NO. 23
 INTER-MUNICIPAL DEVELOPMENT PLAN



Policies:

The following will activate the Dispute Resolution Process:

- a) If an agreement has not been reached on any proposed amendment to the Inter-Municipal Development Plan; or
- b) If an agreement has not been reached on any proposed statutory plan (or amendments thereto) or Land Use Bylaw (or amendment thereto) within the Referral Area; or
- c) If an agreement has not been reached for a development proposal located in the Inter-Municipal Planning Area.

A dispute is defined as any statutory plan (in whole or in part) or Land Use Bylaw or amendment thereto, which is given First Reading by a Council, which the other Council deems to be inconsistent with the goals, objectives and policies of this Plan.

The full Dispute Resolution Process does not apply to issues respecting subdivision or development permits appeals, or to matters under the jurisdiction of the Municipal Government Board.

The Municipal Government Act does not allow a municipality to appeal a subdivision approval made by an adjacent municipality. As a result, only Steps 1 and 2 of the Dispute Resolution Process will apply, when initiated by the referral process.

In the event that a Council does not follow a mediated decision or should the mediation process fail the next level of resolution shall be an appeal to the Municipal Government Board. If necessary, final resolution of the issue may be through the courts if based on a question of law or jurisdiction.

Annexation

The annexation of land normally involves the acquisition of land by an urban municipality from a rural municipality in order to accommodate future growth. The purpose of this Plan is to provide policies and directions for annexation to ensure that the transition from rural to urban is done as effectively as possible.

Policies:

Through the provisions of this Plan, the municipalities agree to protect those lands from land uses and developments that might interfere and conflict with future urban development.

Information related to the growth and development of the Town will be shared so that both municipalities are aware of the extent of any future annexation requirements.

All annexation applications will be referred to the other municipality for comment prior to any official action being taken. An annexation application should contain proposed phasing, provision of services and rationale for the annexation of land.

All annexation applications will be preceded by Inter-Municipal Planning Committee discussions, to review the rationale for the annexation, discuss any concerns and prepare a recommendation(s) to the two Councils.

The long-term urban growth directions identified in this Plan should be reflected in the respective Municipal Development Plans and other applicable bylaws for the Municipal District and the Town.

Plan Amendments

In order for this Plan to function effectively, it must be responsive to community change. As a result, revisions to the Plan may be required from time-to-time.

Policies:

Any amendment to this Plan must receive the agreement of both municipalities following a joint Public Hearing held in accordance with the provisions of the Municipal Government Act. No amendment shall come into force until such time as both municipalities approve the amending Bylaw. Any disagreement respecting a proposed amendment would start the Dispute Resolution Process.

Either municipality may initiate an amendment to this Plan.

Plan Review

In order to ensure that the Plan remains current and relevant, it is important that it contain provisions for review.

This Plan should be formally reviewed once every three years in order to confirm or amend any particular policy. Such a review allows both municipalities to update the Plan based on new information and/or studies.

The two Councils agree to meet at least once a year to review issues of mutual concern.

Plan Termination

In the event that the Plan fails to meet the expectations of one of the two municipalities, it is necessary that a procedure for rescinding the Plan be established, but only as a "last resort". This is an important consideration, as the cancellation of the Plan does not eliminate the need for continued cooperation and communication between the two municipalities. In addition, it would not eliminate the need for both municipalities to continue to meet the requirements of the Municipal Government Act respecting the coordination of planning efforts.

Policies:

The procedure for repealing the Inter-Municipal Development Plan bylaw is provided for in the Municipal Government Act. However, prior to repealing the Bylaw, the two municipalities shall use the following process:

- a) A municipality will give six (6) months, or a lesser time period if mutually agreed to by the Municipal District and the Town, written notice, along with reasons, to the other municipality of its intention to repeal its bylaw adopting the Plan.
- b) Within sixty (60) days of the date of the notice provided under subsection (a), an Inter-Municipal Planning Committee meeting shall be held to review the concerns raised and make recommendations to the two Councils.

- c) If the two Councils cannot resolve the issue, the municipality filing the notice may either withdraw its notice by providing a letter in writing to the other municipality, or proceed to give First Reading to a bylaw to repeal the Plan.
- d) In the event that a notice of repeal is filed, a process of mediation shall be engaged in an effort to resolve the matter.
- e) If mediation is not successful, the municipalities may proceed to pass bylaws to repeal the Plan following a Public Hearing held in accordance with the Municipal Government Act.

In the event that the Plan is terminated, the two municipalities shall amend their Municipal Development Plans to address inter-municipal issues in accordance with the Municipal Government Act.

Inter-Municipal Planning Committee

The purpose of the Inter-Municipal Planning Committee is to foster cooperation between the two municipalities. It serves as a mechanism for formal communication between the two municipalities at the political level to address issues of common concern.

Policies:

The Inter-Municipal Planning Committee shall consist of two (2) elected officials from both Councils.

Administration of the Inter-Municipal Planning Committee and the coordination of meetings shall be the responsibility of the Municipal District.

The Inter-Municipal Planning Committee may be responsible for the following:

- a) Monitoring the progress of the Plan, including the volume and nature of land use activity such as: area structure plans; Land Use Bylaw changes; land development proposals; subdivision and development permit applications; and other related land use activities;
- b) Review of proposed amendments to the Plan and to make recommendations to the two Councils on proposed amendments;

- c) Review of proposed annexations by the Town and the formulation of a recommendation to both Councils;
- d) To act as an informal review body for any amendment, subdivision or development permits which may have significant land use implications in the Inter-Municipal Planning Area;
- e) Review proposed amendments to other statutory plans and land use bylaws that may impact lands within the Inter-Municipal Planning Area and formulate a recommendation to both Councils; and
- f) Review and make recommendations on development proposals outside the Referral Areas that are of interest to the Municipal District and the Town.

It is intended that this Committee not have any formal decision making powers. Rather, its primary role is to provide an opportunity to meet and discuss issues of mutual interest, while maintaining the effectiveness of the Plan.

A meeting of the Committee may be convened as required at the request of either municipality.

APPENDIX "A" – DISPUTE RESOLUTION PROCESS

1. **Staff Review and Discussion**

Upon circulation of a proposed plan or application, the Chief Administrative Officers and staff members of the two municipalities will undertake a technical review of the proposal and provide comments to the approving municipality. Issues or concerns, if any, will be identified in writing to the other municipality. Every attempt will be made to discuss the issue with the intent of arriving at a mutually agreeable solution.

If an issue cannot be resolved at the staff level, it is referred to the Inter-Municipal Planning Committee for their discussion and review. The applicant municipality will provide the disputing municipality with complete information concerning the disputed matter. The disputed municipality will undertake an evaluation of the matter and provide comments to the Inter-Municipal Planning Committee.

2. **Inter-Municipal Planning Committee**

In the event that a matter is referred to the Inter-Municipal Planning Committee, a meeting will be scheduled and the Chief Administrative Officers, and/or their representative, of the Municipal District and Town will present their positions on the matter to the Committee.

Prior to a decision being made on the proposal and/or a Public Hearing being held, the Inter-Municipal Planning Committee will meet to review and discuss the dispute.

After considering the matter, the Inter-Municipal Planning Committee may:

- a) provide suggestions to both administrations on how to resolve the disputed matter;
- b) agree on a position to be presented to the two Councils; or
- c) conclude that they cannot reach a resolution of the disputed matter.

The Inter-Municipal Planning Committee may use a facilitator to assist the Committee Members reach a consensus on the disputed matter.

If a resolution of the dispute cannot be determined, the matter will be referred to the two Councils.

3. Joint Council Meeting

If the Inter-Municipal Planning Committee cannot resolve the dispute, the two Councils shall meet to review and discuss the possible resolutions.

If there is agreement, the proposal shall proceed accordingly. If there is still a dispute, the matter will be referred to mediation.

4. Mediation

Assuming that agreement cannot be reached by the Two Councils, a mediation process would be employed as a means of resolving the matter.

Prior to the initiation of the mediation process, the municipalities shall:

- a) Appoint an equal number of municipal councilors to participate in the mediation process;
- b) Engage a mediator agreed to by the municipalities at equal cost to each municipality; and
- c) Approve a mediation process and schedule.

Note: There may be opportunity for the municipalities to request assistance from the Minister of Municipal Affairs under the provisions of the Municipal Government Act in accordance with the terms of the mediation process.

If agreed to by both Councils, the municipal administrations may be used as a resource during the mediation process.

All discussions and information related to the mediation process will be held in confidence until the conclusion of the mediation process.

At the conclusion of the mediation process, the mediator will submit a report to the both Councils for consideration. The mediator's report and recommendations will not be binding on the municipalities and will be subject to the approval of the Councils.

If the Councils agree to the mediation report, then the applicant municipality will take the appropriate actions to address the disputed matter.

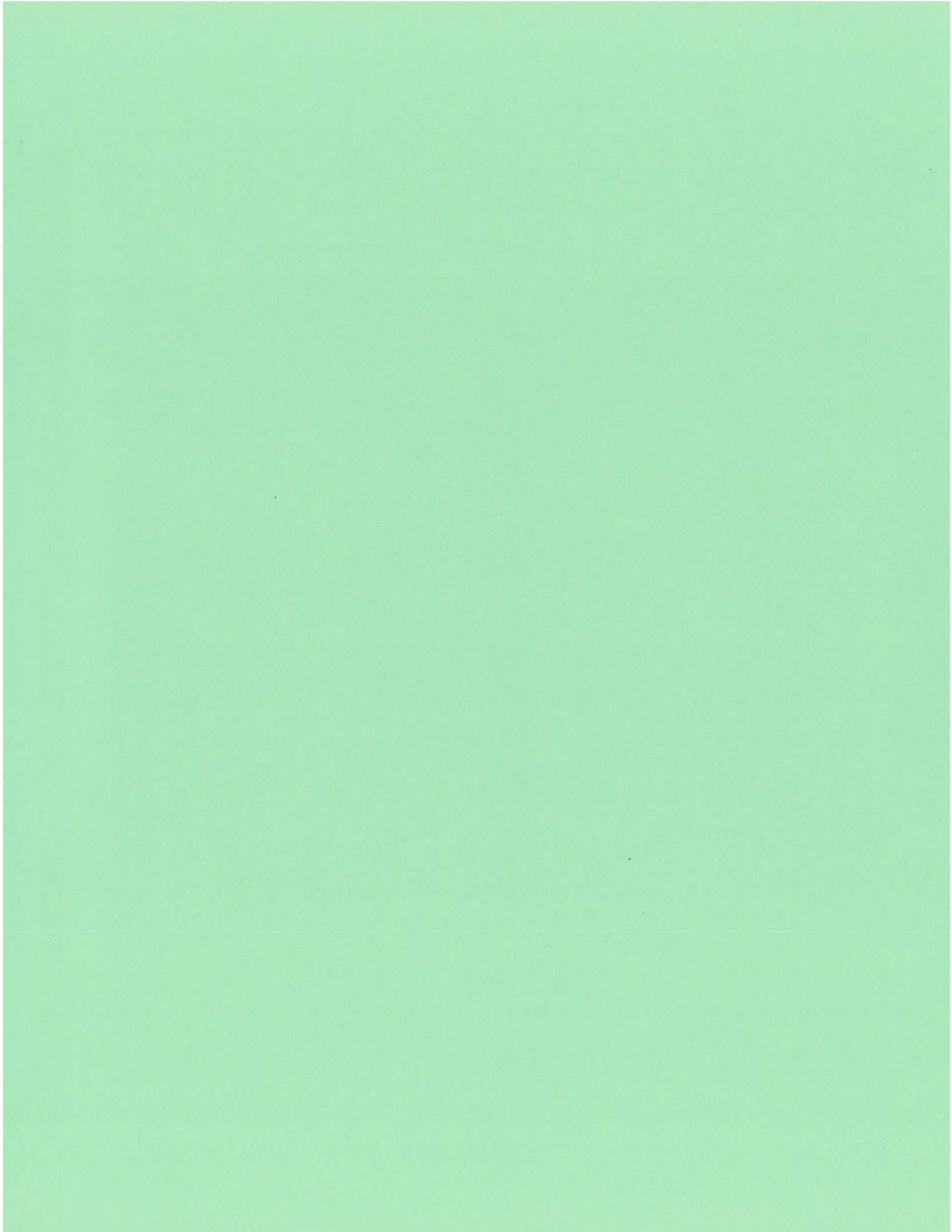
If there is no agreement based on the mediation report and a final decision has been made by the municipality, such as the third and final Reading of a bylaw, related to the disputed matter, then the disputing municipality may begin the appeal process as provided for the Municipal Government Act.

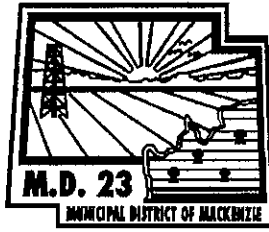
A mediation process conducted prior to the final decision, such as reading of the bylaw, will not affect other appeal or referral mechanisms or the relevant timelines relating thereto allowed by the Municipal Government Act.

5. Appeal to Municipal Government Board

In the event that mediation proved unsuccessful, the matter would be referred to the Municipal Government Board for resolution.

The disputing municipality may lodge an appeal with the appropriate appeal body, including an appeal to the Municipal Government Board, in accordance to the provisions of the Municipal Government Act.





M.D. of Mackenzie No. 23

Request For Decision

Agenda Item # _____

Meeting:	Regular Council Meeting
Meeting Date:	December 13, 2005
Presented By:	Eva Schmidt, Planning Supervisor
Title:	Bylaw 537/05 – Fort Vermilion Area Structure Plan

BACKGROUND / PROPOSAL:

Urban Systems has developed an updated Area Structure Plan for the Hamlet of Fort Vermilion. An Open House was held on Wednesday, November 9, 2005 to get public input. The Open House was very well attended, about 20 people in attendance, and the overall impression was that the draft Hamlet of Fort Vermilion Area Structure Plan was well accepted.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Urban Systems has updated the Hamlet of Fort Vermilion Area Structure Plan (ASP), providing policy framework for the long-term growth and development of the Hamlet. Special issues taken into consideration in the Fort Vermilion ASP is that it's the oldest community in Alberta; it's proximity to the river and the flood plane affected areas; as well as it's Metis and aboriginal people.

Highlights of the Area Structure Plan are:

- Support revitalization and growth
- Work with local organizations to improve the appearance and quality of life
- Provide an adequate supply of residential, commercial, and industrial property

The Plan should be reviewed every five years to ensure it remains a living document.

COSTS / SOURCE OF FUNDING:

Funded from Operating

RECOMMENDED ACTION:

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

Author: Eva Schmidt, Planning Supervisor	Review Date: Dec 6/05	C.A.O.: 
--	---------------------------------	---

BYLAW NO. 537/05

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

**TO ADOPT THE
HAMLET OF FORT VERMILION AREA STRUCTURE PLAN**

WHEREAS, the Council of the Municipal District of Mackenzie No. 23 in the Province of Alberta has deemed it advisable to update the Hamlet of La Crete Area Structure Plan,

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 Hamlet of Fort Vermilion Area Structure Plan be adopted as attached.

First Reading given on the _____ day of _____, 2005.

William Neufeld, Reeve

Christine Woodward, Executive Assistant

Second Reading given on the _____ day of _____, 2006.

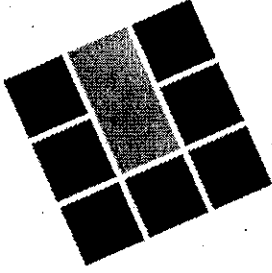
William Neufeld, Reeve

Christine Woodward, Executive Assistant

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

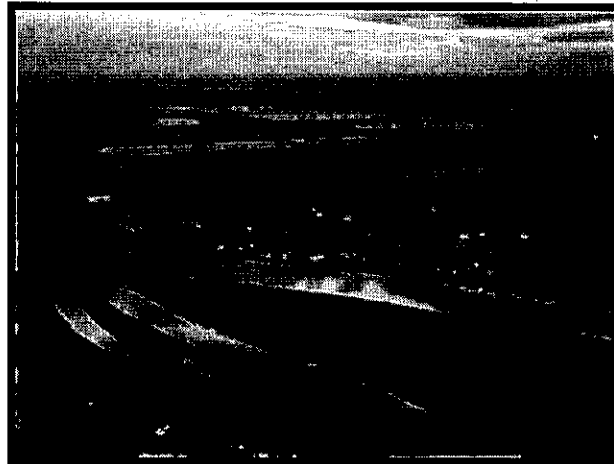
William Neufeld, Reeve

Christine Woodward, Executive Assistant



MUNICIPAL DISTRICT OF MACKENZIE #23

Hamlet of Fort Vermilion Area Structure Plan DRAFT



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2582.0003.01 /December 2005

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1.0 INTRODUCTION

1.1 Background

The Hamlet of Fort Vermillion holds a distinguished place in Alberta history as the first settlement in the Province. Established in 1788, the original settlement was approximately five miles downstream from what is now called Fort Vermillion. Originally a post for the North West Company, the settlement was taken over by the Hudson's Bay Company in 1821. Ten years later, the settlement was moved to its present location on the banks of the Peace River. Over the years Fort Vermillion has been a bustling centre for fur trade and agriculture in the area, and now has a population of approximately 900 people. While not to the level seen in some other Municipal District hamlets, there is some demand for new development in the area. This Area Structure Plan has been developed to set the stage to ensure there are as few barriers as possible for new development, as well as enhancing and maintaining the opportunities that Fort Vermillion has in relation to its location and history.

1.2 Purpose

An Area Structure Plan is a document which, when adopted by Council, provides a set of objectives and policies to guide the future development of an area. In keeping with this, the purpose of this Area Structure Plan is to provide a policy framework for any growth and development in the Hamlet of Fort Vermillion, as well as policies to protect and enhance the unique characteristics of the community for both residents and visitors. Specifically, the purpose of this Area Structure Plan is to describe an updated vision for the future of Fort Vermillion, specifically focusing on opportunities that exist to encourage revitalization of the hamlet and encourage tourist-related and other types of development in the area.

1.3 Description

The Hamlet is located in the southeastern region of the Municipal District of Mackenzie No. 23, approximately one kilometer north and east of Highway 88 (See Schedule A: Location), along the banks of the Peace River. The community has a distinctly rural atmosphere, but has a positive view of the growth potential in the area. Fort Vermillion has a considerable Métis and First Nation population due to the many First Nations communities in the area. Fort Vermillion also has close ties to Tallcree First Nation, which has a portion of its land and a subdivision directly adjacent to Fort Vermillion. The Tallcree community in Fort Vermillion is serviced with Fort Vermillion systems and is therefore important to consider with respect to any future services and development.

Due to its history and diversity, there are many opportunities to provide a distinct, yet comfortable atmosphere for visitors and residents. Fort Vermillion can facilitate some growth



while maintaining the slower pace and friendly atmosphere that has come to define Fort Vermilion and provide an excellent quality of life for its residents.



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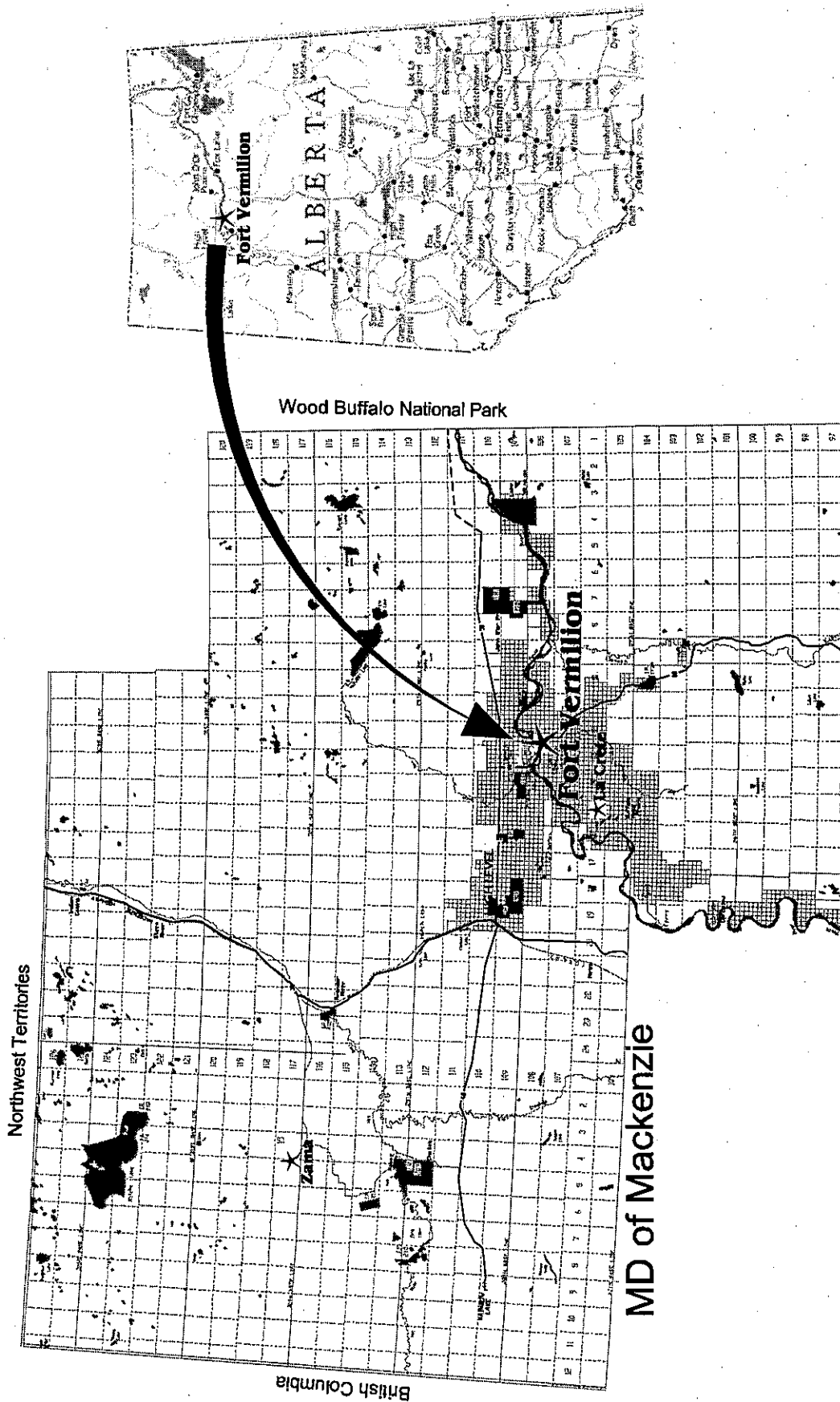
location plan



hamlet of fort vermillion

Area Structure Plan

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1.4 Planning Area

For the purposes of this Area Structure Plan, the planning area will include all lands within the boundaries of the Hamlet of Fort Vermilion as established by the Council of the Municipal District of Mackenzie, as shown on Schedule B: Hamlet Boundaries.

1.5 Legal Framework

1.5.1 The Municipal Government Act

The *Municipal Government Act* guides the preparation of Area Structure Plans in the Province of Alberta.

The Fort Vermilion Area Structure Plan is consistent with Section 633 of the *Municipal Government Act* that states:

For the purpose of providing a framework for subsequent subdivision and development of an area of land, that council may, by bylaw, adopt an area structure plan.

(2) An area structure plan

(a) must describe:

- (i) the sequence of development proposed for the area;
- (ii) the land uses proposed for the area, either generally or with respect to specific parts of the area;
- (iii) the density of population proposed for the area either generally or with respect to specific parts of the area;
- (iv) the general location of major transportation routes and public utilities; and

(b) may contain any other matters council considers necessary.



1.5.2 The Municipal Development Plan

The Municipal Development Plan for the Municipal District of Mackenzie contains a number of policies which relate to hamlet development and expansion. The Hamlet of Fort Vermilion is recognized as a hamlet in the Municipal Development Plan, and proper planning and consideration of a number of factors is required when considering the future development of these unincorporated communities. The Municipal Development Plan also requires development and review of Area Structure Plans when necessary.

The following Municipal Development Plan Objectives and their associated Policies are included in Section 3.6, Hamlets and Settlements:

- To promote the orderly and economic growth of hamlets within the Municipal District.
- To plan for the future subdivision and development of residential areas within hamlets.
- To maintain and facilitate growth of commercial areas within hamlets.
- To maintain and facilitate growth of industrial areas within the hamlets.
- To provide a variety of institutional/recreational/cultural opportunities within the hamlets.

These objectives and associated policies indicate that the Municipal District places high importance on the proper planning of hamlets. This Area Structure Plan addresses that priority for the Hamlet of Fort Vermilion.

1.6 Adoption

This Area Structure Plan will be adopted as a Bylaw by the Council of the Municipal District of Mackenzie No. 23.



1.7 Organization

This Plan is divided into seven sections:

Section 1.0 Introduction – provides an overview of the Area Structure Plan and defines the process and legislation which governs its preparation.

Section 2.0 Goals – presents the goals for the Hamlet of Fort Vermilion Area Structure Plan.

Section 3.0 Population – discusses previous and future growth in Fort Vermilion and paints a picture of long term planning needs in the area.

Section 4.0 Hamlet Policies – outlines general policies that apply to the entire Hamlet.

Section 5.0 Land Use Policies – presents the policies that relate to specific land use designations and areas within the Hamlet.

Section 6.0 Community Concept – illustrates designs for undeveloped portions of the Hamlet.

Section 7.0 Implementation – addresses how the Plan's policies will be implemented over time and the mechanisms required to achieve the goals outlined in this Plan.



2.0 GOALS

The Municipal District of Mackenzie's goals for the Hamlet of Fort Vermilion Area Structure Plan are to:

2.1 Support the revitalization and growth of Fort Vermilion.

As discussed above, opportunities exist in Fort Vermilion to reenergize the Hamlet. The Municipal District wants to ensure that these opportunities are taken advantage of to gain benefits for the residents and businesses of the community. A major goal of this Area Structure Plan is to ensure that new and appropriate potential development finds support and encouragement.

2.2 Provide for residential, commercial, industrial, and community land uses in a manner that will result in positive benefits for the Hamlet of Fort Vermilion.

One aspect of ensuring support for new development is designating appropriate amounts of land for the various land uses that may be contemplated for new development. This Area Structure Plan indicates acceptable locations for a variety of land uses based on a number of factors such as natural environment, location of major roadways, and existing land uses.

2.3 Monitor the Hamlet of Fort Vermilion's road system and municipal servicing systems.

Appropriate levels of servicing are an integral part of accommodating any new development in a community and ensuring a high quality of life for residents and visitors. In light of this, the Hamlet of Fort Vermilion Area Structure Plan supports the ongoing monitoring of the Hamlet's road and servicing systems. This includes considering the current and future needs of the adjacent Tallcree community that uses Fort Vermilion services.

2.4 Work with local organizations in order to improve the appearance of the Hamlet of Fort Vermilion and improve the quality of life of its residents.

Ensuring a pleasing aesthetic atmosphere works towards attracting new business and visitors, as well as instilling community pride for those that reside in Fort Vermilion. The MD of Mackenzie Council recognizes the importance of the appearance of Fort Vermilion and has developed this Area Structure Plan with that in mind.



2.5 Protect residents and their property from potential damage relating to the 1:100 year flood/ice jam hazard area.

A significant portion of the Hamlet lies within the 1:100 year flood/ice jam hazard area. This is important when considering the health and safety of residents and business, as well as the protection of residents' personal property. This Area Structure Plan reflects the high priority of health and safety for the Municipal District Council, and includes policies to ensure that the Hamlet and its residents are well-protected.



3.0 POPULATION

Fort Vermilion has experienced both population decline and growth in the past 15 years. Table 1 below details the changes in Fort Vermilion's population since 1991. While there was a decrease in population from 1991 to 1996, 1996 to 2003 show increasingly greater growth in the hamlet. Based on a number of positive circumstances, including the likely paving of Highway 88 to the south, the increase in oil and gas activity in the area, and the growth of surrounding communities, it is likely that Fort Vermilion will continue to enjoy growth into the future.

Table 1: Population and Annual Growth Rate, 1991-2003

Year	Population	Annual Growth Rate
1991	802	
1996	775	-0.68%
2001	818	1.09%
2003	871	3.19%

A growth rate of 4% has been chosen in order to project the potential growth in the area. This is slightly higher than the growth rate experienced between 2001 and 2003 in order to reflect emerging circumstances and potential in and around the Hamlet of Fort Vermilion. Using the 4% growth rate, the projected population in 2010 will be 1,146 people. This represents 204 more residents than are currently estimated as living in Fort Vermilion in 2005 (942).

Table 2: Population Projections, 2003 - 2010

Year	Rate	Projected Population
2003		871
2004	4%	906
2005	4%	942
2006	4%	980
2007	4%	1,019
2008	4%	1,060
2009	4%	1,102
2010	4%	1,146



Further, applying these projections into the long term, populations of 1,394 and 2,064 are projected for 2013 and 2023, respectively.

Table 3: Population Projections, 2010 - 2023

Year	Rate	Projected Population
2010	4%	1,146
2013	4%	1,394
2023	4%	2,064

In order to ensure the capacity to accommodate this projected population and attendant services, this plan indicates areas for this development to be accommodated, as well as indicating those elements of the community that are to be protected in the face of this change.



4.0 HAMLET POLICIES

This section deals with polices and objectives that address the community as a whole, and include:

- Transportation and Utilities
- Historical Resources
- Ice Jam/Flood Hazard Area
- Economic Development

The objectives and policies that follow are intended to address community-wide issues that are not related to any specific land use.

4.1 Transportation and Utilities

4.1.1 Background

Roads and utilities play an integral role in ensuring a high quality of life for residents as well as a positive impression on visitors. In general, Fort Vermilion's roads and utilities are functioning well, and have additional capacity. The Municipal District is committed to ensuring that municipal works in Fort Vermilion continue to provide this quality of life and positive impression. Schedules C to F show the current locations of infrastructure in the community.

4.1.2 Objectives

The Municipal District's objectives are to:

- a. Ensure that municipal servicing systems have adequate capacity for community growth.
- b. Develop and maintain an efficient road system for Fort Vermilion.

4.1.3 Policies

The Municipal District's policies are to:

General

- a. Undertake a review of the current use and capacities of the water, sewer and storm systems in Fort Vermilion.



- b. Require developers to design and construct services in compliance with the Municipal District of Mackenzie's Engineering Guidelines and Minimum Servicing Standards.
- c. Support the development of land that is easily serviced with existing infrastructure prior to considering new investments in land that is geographically removed from existing services.

Transportation

- d. Designate and promote a truck route in order to keep larger trucks away from residential areas.
- e. Require a service road to be developed to access highway commercial development along Highway 88, as shown on Schedule C: Roads.
- f. Require the provision of roadways in compliance with the Municipal District of Mackenzie's Engineering Guidelines and Minimum Servicing Standards, including pavement, curb and gutter, where required.
- g. Support and continue to build on the existing trail system along the Peace River for non-vehicular modes of transportation and recreation.



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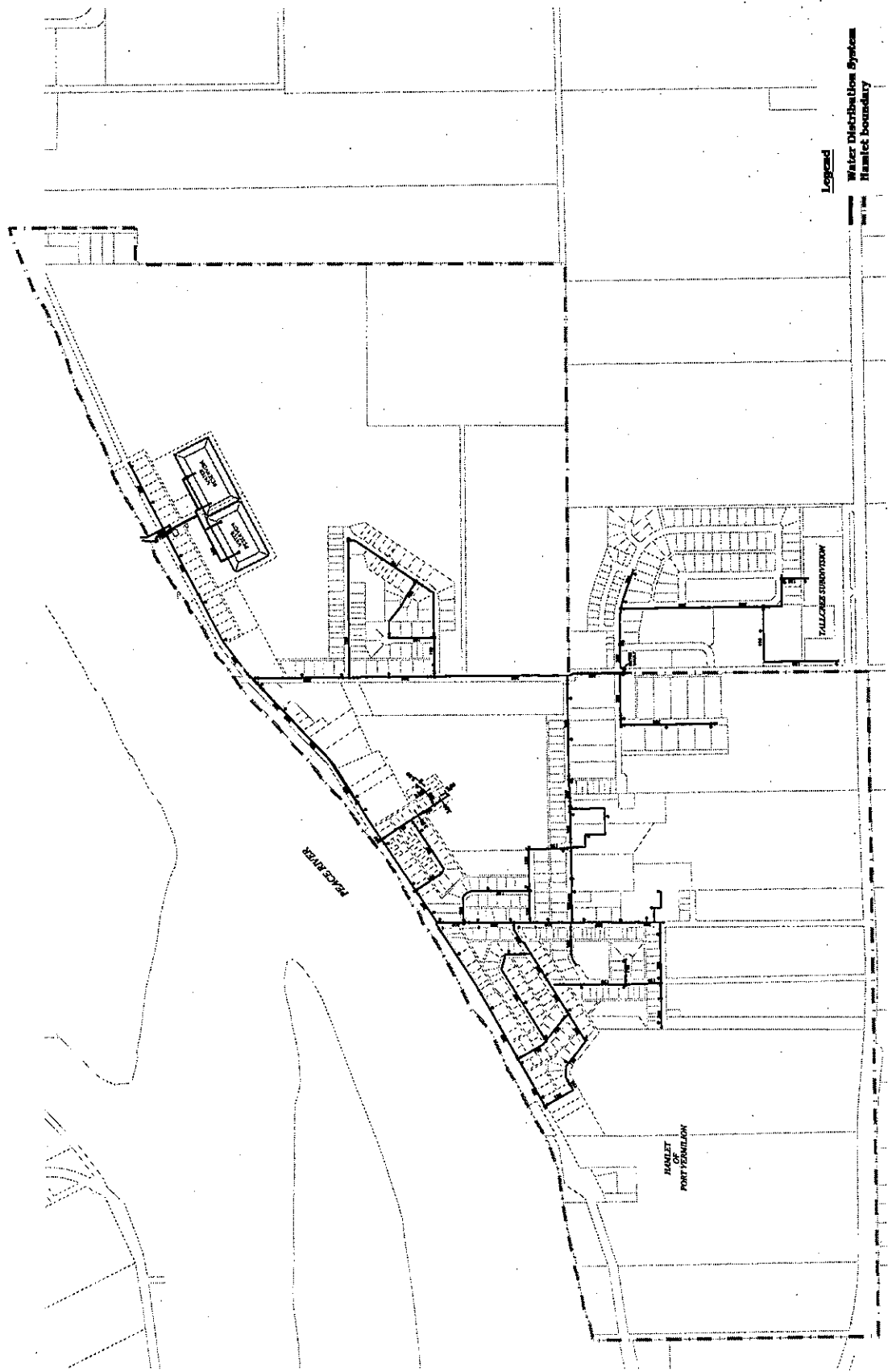


existing water servicing plan



hamlet of fort vermillion

Area Structure Plan



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north

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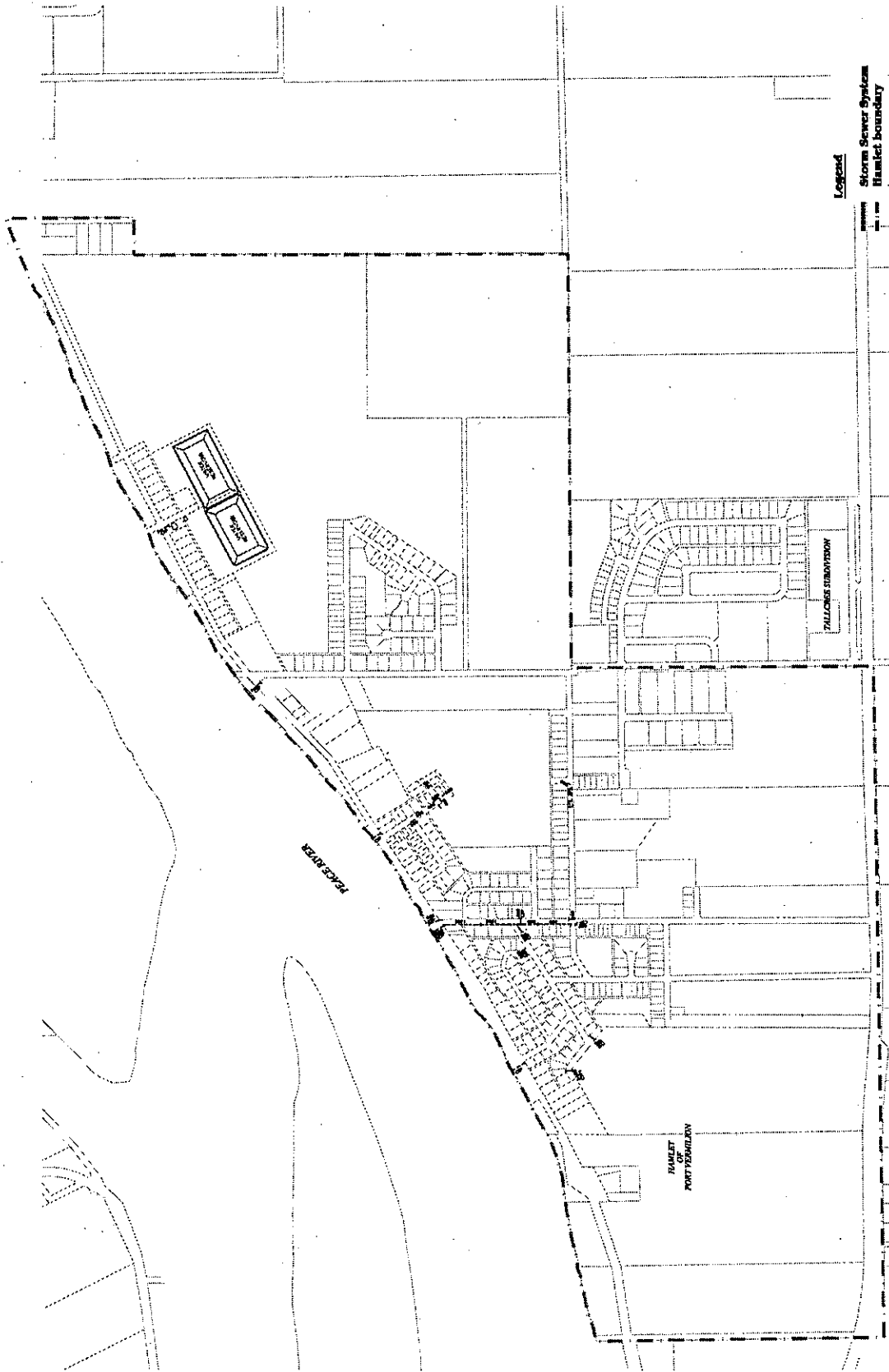
existing storm servicing plan

Schedule



hamlet of fort vermillion

Area Structure Plan



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4.2 Historical Resources

4.2.1 Background

As Alberta's first community and being over 200 years old, Fort Vermillion has a rich history to be preserved and managed. The Fort Vermillion Heritage Centre, located at the Community and Cultural Complex, acts as the hub of historical resources, bringing together artifacts, historical buildings, and historical information about Fort Vermillion and area. The Heritage Centre draws both visitors and residents to learn more about the history of the area. These historical resources are an opportunity for the community in different ways. With respect to residents, proper acknowledgment and care of these resources will increase community interest and pride, improving the overall quality of life. For visitors, well-kept and promoted historical resources are a draw to the area, bringing new people and tourism to Fort Vermillion; a benefit for local retail and service businesses.

4.2.2 Objectives

The Municipal District's objectives are to:

- a. Encourage the protection and restoration of historical sites in Fort Vermillion.
- b. Protect historic sites in Fort Vermillion from surrounding incompatible land uses.
- c. Promote and encourage the use of historical sites and other historical resources to residents and visitors.

4.2.3 Policies

The Municipal District's policies are to:

- a. Explore partnerships with and funding sources from Alberta Community Development (ACD) to inventory and protect the historical resources in the area, through the Heritage Preservation Partnership Program.
- b. Explore partnerships with and funding sources from Alberta Community Development (ACD) to explore the restoration of historical buildings on River Road through the Alberta Main Street Program.



- c. Explore partnerships with and funding sources from federal programs (e.g. Community Memories Program) to develop and promote historical resources in Fort Vermilion and area.
- d. Consider the historical value of subject properties when reviewing development proposals with regard to the potential effects of the development on such resources.
- e. Refer applications that may affect historical resources to the Protection and Stewardship section of ACD in order to ascertain whether a Historical Resources Impact Assessment may be required.
- f. Support the Friends of the Old Bay House in their endeavors to restore the Bay House and encourage pride in Fort Vermilion's history.
- g. Work with First Nation and Métis groups in a spirit of collaboration to address traditional land uses and historically significant areas within the Plan area.



4.3 Ice Jam/Flood Hazard Area

4.3.1 Background

Schedule G illustrates the 1:100 event flood plain that extends over the northeast portion of the Hamlet. For public health and safety, as well as the protection of private property, it is necessary to require mitigation measures when approving and constructing development in this area. The following objectives and policies are intended to prevent or reduce damage which may result from a 1:100 year open water flood or ice jam.

4.3.2 Objectives

The Municipal District's objectives are to:

- a. Prevent or reduce damage from a 1:100 year flood or ice jam event within the floodplain area as shown on Schedule G.

4.3.3 Policies

The Municipal District's policies are to:

- a. Discourage intensive development on 1:100 year flood plain area.
- b. Require buildings developed in the designated floodplain area to be protected from damage in one of the following ways:
 - i. Raised on fill, posts, piles, or piers above the possible 1:100 year flood event;
 - ii. Built using "wet floodproofing", which allows for basement areas to be flooded without significant structural damage; or
 - iii. Any other mitigation measures approved by the Municipal District of Mackenzie.
- c. Require, as a condition of subdivision approval, a restrictive covenant to be registered against the title of any property within the floodplain. This restrictive covenant will hold the municipality harmless from any damage to or loss caused by flooding by the developer or any third party.



4.4 Economic Development

4.4.1 Background

While having the reputation of a quieter, less busy hamlet, Fort Vermillion has a number of upcoming opportunities to take advantage of that could assist in bolstering its economy.

- o The potential paving of Highway 88 will bring new traffic in both directions
- o Increasing demand for residential properties may encourage land holders to build new homes or sell lots for residential development
- o Activities by non-profit groups in the community may help in encouraging pride and interest in the area's history
- o Potential demand for housing by people working in High Level or in the oil and gas industry
- o Riverfront location

These possibilities set the groundwork for a significant amount of development in the area. It is important that the Municipal District and the community are both ready to take advantage of these possibilities by supporting policies that encourage visitors and new business.

A specific consideration is finding a way to encourage visitors in the winter months, when travel to the area is less likely to be considered by tourists.

4.4.2 Objectives

The Municipal District's objectives are to:

- a. Support economic growth of the community while maintaining its close-knit nature.

4.4.3 Policies

The Municipal District's policies are to:

- a. Encourage the sufficient supply of serviced land for those interested in locating business in Fort Vermillion.
- b. Support the Recreation Board and other groups in enhancing the appearance of the community.



- c. Leverage the protection and enhancement of historical resources in the area to attract tourism and recreation growth.
- d. Promote the development of tourism services and attractions in the Fort Vermilion area.
- e. Undertake a Community Entrance Enhancement Program.
- f. Support the Community and Cultural Complex and associated facilities as the central tourism information node in Fort Vermilion and area.
- g. Support the creation of a committee to review opportunities for winter tourism activities such as cross country skiing, snowshoeing, winter festival, snowmobiling, etc.



5.0 LAND USE POLICIES

5.1 Land Uses

Land use planning policies for the future growth and development of the Hamlet of Fort Vermilion are included in this portion of the Plan. These include objectives and policies that are directly related to specific land use designations as illustrated on Schedule H: Future Land Use. Schedule H indicates the future land use pattern for the Hamlet of Fort Vermilion and outlines the general location of various land uses.

The future growth and development of the Hamlet of Fort Vermilion shall be consistent with the overall pattern of land use depicted on Schedule H: Future Land Use, based upon the following designations:

- Residential
- Commercial
- Highway Commercial
- Industrial
- Public and Institutional
- Open Space and Recreation

5.2 Pattern of Land Use

It is recognized in some cases that the designated land uses on Schedule H may be different from existing zoning in the Land Use Bylaw. The intention is not to change the use of this land immediately, but to illustrate the preferred pattern of land use as redevelopment and development occur over time.



5.3 Residential

5.3.1 Background

The quality of residential neighbourhoods is a significant factor in the quality of life of residents. This applies to both existing residential areas and any new residential areas that may develop over time. The Municipal District is committed to ensuring the provision of quality residential areas in the Hamlet of Fort Vermilion. It is noted that the level of growth in Fort Vermilion is not as rapid as other areas, but it is important to be prepared for any appropriate growth that may be contemplated.

5.3.2 Objectives

The Municipal District's objectives are to:

- a. Accommodate residential development in a manner which provides a high quality of appearance for the community.
- b. Accommodate multi-family development in appropriate locations.
- c. Ensure appropriate service levels to all residential developments.

5.3.3 Policies

The Municipal District's policies are to:

General

- a. Direct residential development to those areas designated Residential on Schedule H.
- b. Allow the development of other uses in the areas designated Residential (such as neighbourhood commercial use), provided they are compatible with the residential nature of the area.
- c. Require appropriate buffering when other uses are developed in residential areas.
- d. Require all residential development to meet the Municipal District of Mackenzie's Engineering Guidelines and Minimum Servicing Standards.



- e. Encourage any new development to be properly phased based on the location of existing services.
- f. Consider the cost of the provision and maintenance of services when reviewing development proposals.

Multi-family

- g. Support the development of multi-family residential in close proximity to major road and community facilities.

Mobile Homes

- h. Encourage the development of mobile home subdivisions and mobile home parks to provide affordable, high quality housing for existing and new residents.
- i. Evaluate mobile home parks based on the following criteria:
 - i. Availability of proper on-site parking
 - ii. Landscaping and recreation space
 - iii. Access to a collector road
 - iv. Surrounding land uses



5.4 Commercial

5.4.1 Background

In terms of commercial development on Fort Vermillion, there are a few restaurants, a small department store, and a number of other service-related enterprises, all located within a fairly central area. This Area Structure Plan supports the development of this central area as the focus for commercial activity in Fort Vermillion.

A portion of the Hamlet abuts Highway 88, which connects the Hamlet to Highway 58 and eventually High Level, as well as connecting to communities to the south. Although it is currently gravel to the south, there have been many discussions regarding paving the roadway. The paving of Highway 88 will provide a more direct route from Fort Vermillion to rest of the province to the south, and will likely increase traffic on the Highway. This presents an opportunity to allow for the development of some Highway Commercial uses along Highway 88.

5.4.2 Objectives

The Municipal District's objectives are to:

- a. Encourage a strong central commercial district.
- b. Support the existing central commercial area as the focus of commercial activity in Fort Vermillion.
- c. Provide opportunities to grow the central commercial area, should interest arise.
- d. Encourage the development of Highway Commercial uses along Highway 88.

5.4.3 Policies

The Municipal District's policies are to:

General

- a. Direct commercial uses to those areas designated as Commercial on Schedule H.
- b. Ensure existing and future residential development is appropriately buffered from adjacent commercial development.



- c. Encourage commercial development to locate in the central commercial district.
- d. Require all commercial development to meet the Municipal District of Mackenzie's Engineering Guidelines and Minimum Servicing Standards.

Highway Commercial

- e. Direct highway commercial uses to those areas designated Highway Commercial in Schedule H.
- f. Prepare an Entrance Enhancement program for the areas adjacent to Highway 88.
- g. Require all highway commercial development to meet the Municipal District of Mackenzie Engineering Guidelines and Minimum Servicing Standards.
- h. Require the development of a service road to access highway commercial development along Highway 88, as shown of Schedule C.



5.5 Industrial

5.5.1 Background

The industrial sector in Fort Vermilion is not experiencing industrial growth as rapidly as in other areas of the Municipal District. Despite this, it is still important to consider the accommodation of existing and potential industrial development to ensure the long term viability of the community. A diverse economy, including industrial business, will help build a strong community that will flourish over time.

5.5.2 Objectives

The Municipal District's objectives are to:

- a. Minimize conflict between industrial and other land uses in the Hamlet.
- b. Attract new industries to Fort Vermilion by ensuring there is adequate land available for light and medium industrial uses.

5.5.3 Policies

The Municipal District's policies are to:

- a. Direct industrial uses to those areas designated Industrial in Schedule H.
- b. Encourage the growth of the existing industrial park west of 45th Street and south of 46th Avenue.
- c. Require appropriate buffers between the industrial park and other uses in the Hamlet; specifically residential to the west and highway commercial to the south.



5.6 Public and Institutional

5.6.1 Background

Public and institutional uses are an important aspect of any community. In Fort Vermillion, this land use designation includes schools, government buildings and yards, medical facilities and recreational buildings. Fort Vermillion is well-served with institutional uses for its size, boasting a hospital, a provincial court building, two schools, and the Community and Cultural Complex. Some government services have been lost in Fort Vermillion, but the aging population in the community, as well as the numerous potential opportunities, require that every effort is made to revert the flow and encourage provincial and other agencies to maintain and enhance services in the community, most importantly health services.

The Community and Cultural Complex, while aging, is a significant benefit to the community. The MD of Mackenzie is committed to ensure the long term usability of this facility for both Fort Vermillion and other MD residents. One of the main assets of the complex is the Fort Vermillion Heritage Centre, which houses numerous artifacts, as well as the archives of the experimental farm dating from the early 1900s. The Centre and its archives, detailing Fort Vermillion's history, are an important resource that should be preserved and promoted.

The two schools, Fort Vermillion Public School and St. Mary's Elementary School are underutilized at 58% and 71% respectively. However, the 2005/2006 enrollment numbers are up to 180+, up from 140 in 2004/2005. This increases the utilization to 76%-85%, depending on the number of special needs students. These figures indicate that additions/renovations will be needed in the future, however, these could occur on existing property and would not require the expansion of either schoolyard.

5.6.2 Objectives

The Municipal District's objectives are to:

- a. Encourage the maintenance and development of public and institutional to serve the needs of Municipal District residents.
- b. Support the development of appropriate tourism facilities.

5.6.3 Policies

The Municipal District's policies are to:



- a. Direct public and institutional uses to those areas designated Public and Institutional on Schedule H.
- b. Provide land for schools and parks, as needed, through purchase or through the dedication and allocation of municipal/school reserve.
- c. Ensure the provision of adequate Emergency Services to protect the health and safety of Fort Vermilion and surrounding area residents.
- d. Cooperate and consult with the Fort Vermilion School Division to meet the needs of students and encourage the use of school facilities by the public.
- e. Work with Alberta Health to maintain and enhance the services offered by St. Theresa General Hospital.
- f. Support efforts to expand the change rooms in the community and cultural complex.



5.7 Recreation and Open Space

5.7.1 Background

Fort Vermillion is fortunate to have a significant amount of parks and open space, including sports fields, a golf course, river walk, and neighbourhood parks. These are attractive features of the community which add to the quality of life for existing residents, while attracting new residents to the area. Council would like to support and enhance recreational opportunities for residents and visitors by protecting the existing system and exploring the potential for further developing recreation and open space in the Hamlet.

5.7.2 Objectives

The Municipal District's objectives are to:

- a. Develop and maintain a system of parks, greenways, open space, and related facilities to serve the needs of Fort Vermillion residents and visitors.

5.7.3 Policies

The Municipal District's policies are to:

- a. Direct recreation and open space uses to those areas shown as Recreation and Open Space on Schedule H.
- b. Maintain and improve Municipal District managed parks and consider additional neighbourhood parks as development occurs.
- c. Continue to support the efforts of the Fort Vermillion Recreation Board.
- d. Develop a Municipal-wide Recreation Master Plan.
- e. Develop a Municipal Reserve Policy for the Municipal District.
- f. Until a Municipal Reserve Policy is in place, require either a 10% dedication of land or cash-in-lieu of land, as determined by Council, based on the needs of the community.
- g. Support development of recreational uses to serve as activities for residents and a draw for visitors.



6.0 COMMUNITY CONCEPT PLAN

The Community Concept Plan (Schedule I) is based on an analysis of the Plan Area's physical and man-made opportunities and constraints and represents the Municipal District's preference for development patterns, if new development should be contemplated in the Hamlet.

Major components of the Community Concept Plan include:

- Including parks in new residential areas
- Connection and integration of new development with existing development
- A range of land uses to accommodate potential demand
- Land to accommodate buffers between incompatible uses (residential and industrial, residential and highway commercial, etc.)

Based on typical hamlet lot sizes in the MD, the residential expansion areas should develop at densities of approximately three units per acre.



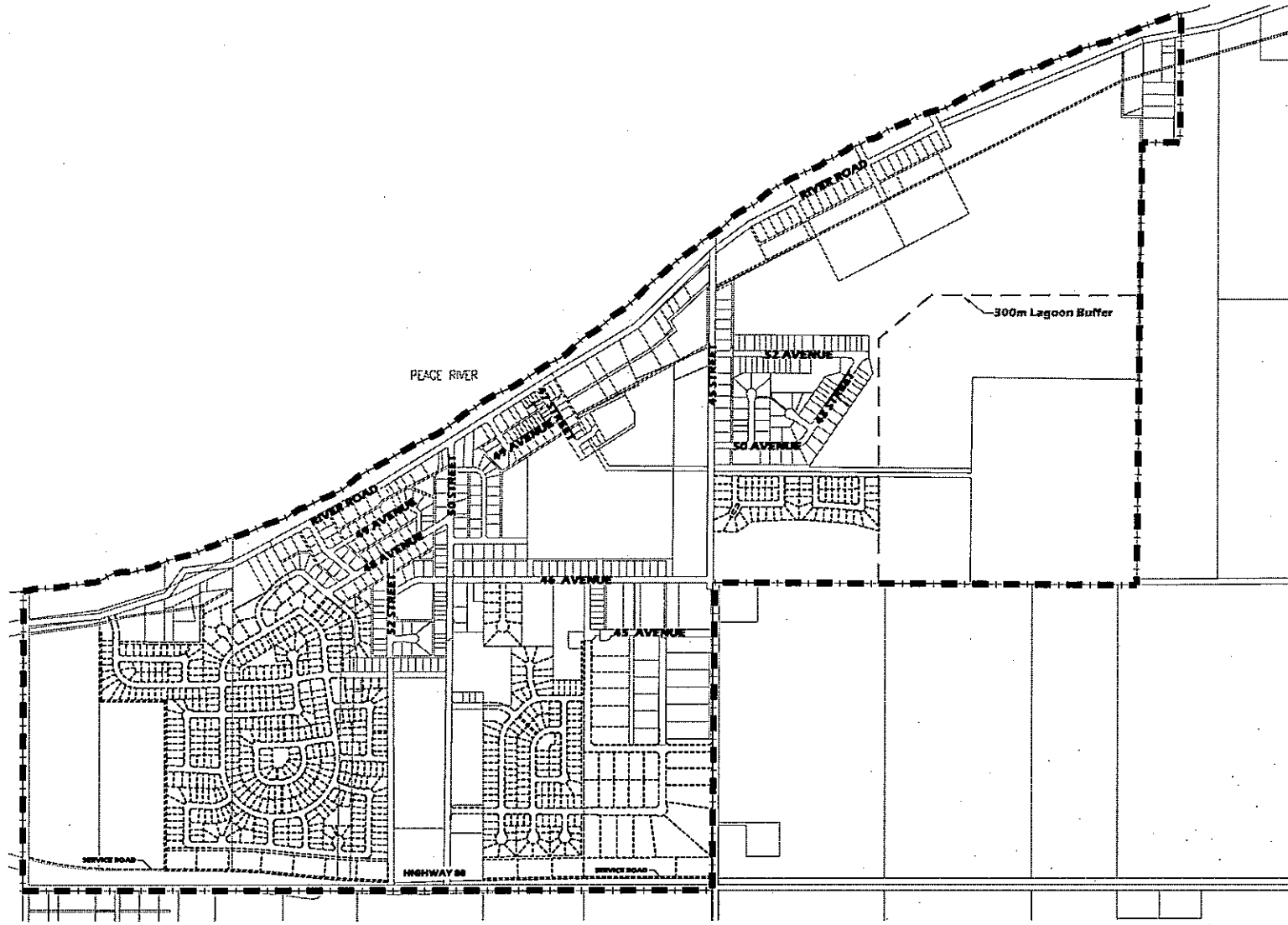
Area Structure Plan

N.T.S.



community concept plan

Schedule



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7.0 IMPLEMENTATION

7.1 Area Structure Plan Implementation

In order to be effective, an Area Structure Plan must consider implementation. The table below summarizes policies of the Plan that require action. The policy reference and organizations responsible for action are also summarized to improve ease of use. This table provides an easy reference for future action in order to fully implement the Hamlet of Fort Vermillion Area Structure Plan.

Table 4: Implementation items for the Fort Vermillion Area Structure Plan

Item	Policy Number	Participants
Undertake a review of the current use and capacities of the water, sewer and storm systems in Fort Vermillion.	4.1.3 a	MD of Mackenzie
Designate a truck route in order to keep larger trucks away from residential areas.	4.1.3 e	MD of Mackenzie
Explore partnerships with and funding sources from Alberta Community Development (ACD) to inventory and protect the historical resources in the area, through the Heritage Preservation Partnership Program.	4.2.3 a	MD of Mackenzie, Recreation Board, Alberta Community Development
Explore partnerships with and funding sources from Alberta Community Development (ACD) to explore the restoration of historical buildings on River Road through the Alberta Main Street Program.	4.2.3 b	MD of Mackenzie, Recreation Board, Alberta Community Development
Undertake a Community Entrance Enhancement Program.	4.4.3 e	MD of Mackenzie, Fort Vermillion Board of Trade
Support the creation of a committee to review opportunities for winter tourism activities such as cross country skiing, snowshoeing, winter festival, snowmobiling, etc.	4.4.3 g	MD of Mackenzie, Recreation Board



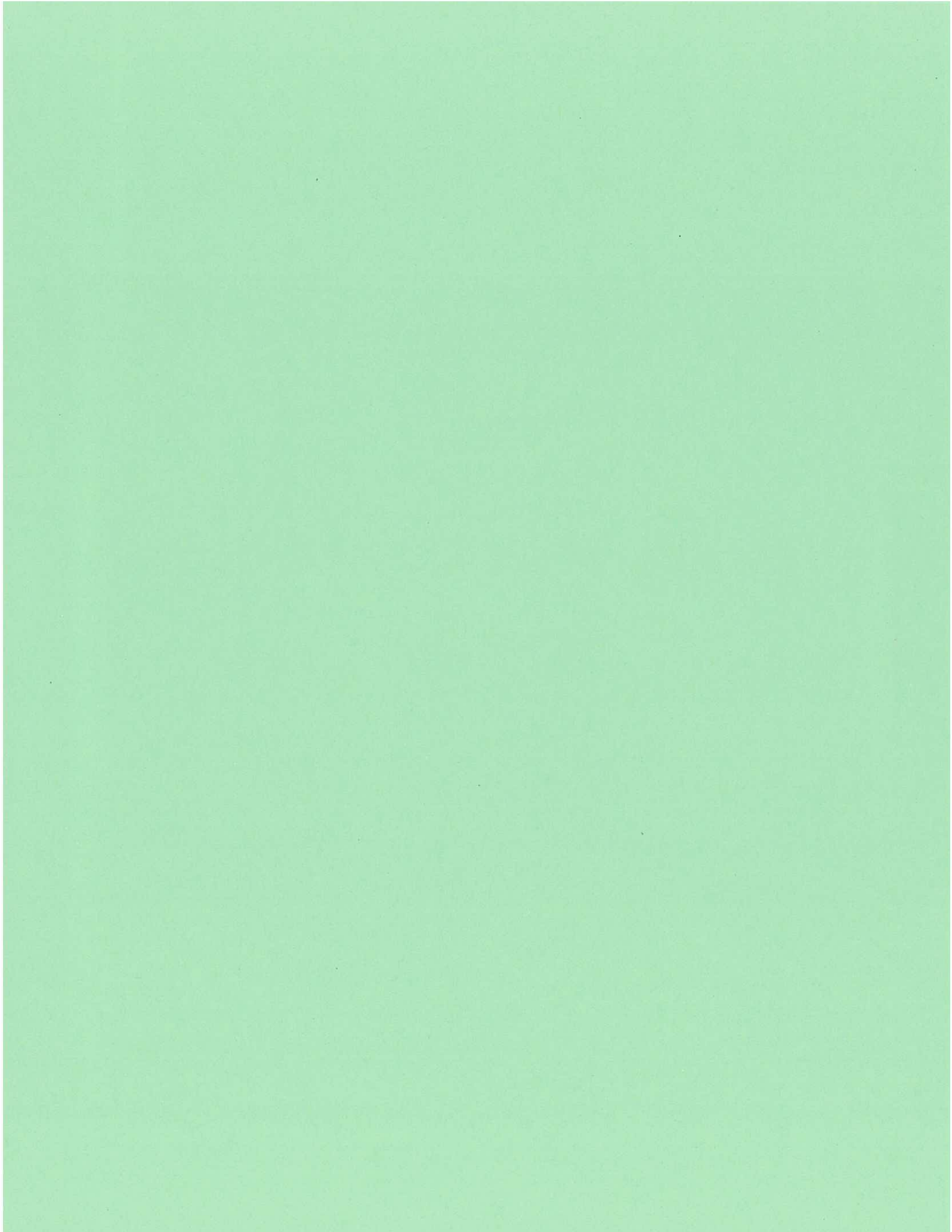
Prepare an Entrance Enhancement program for the areas adjacent to Highway 88.	5.4.3 f	MD of Mackenzie, Fort Vermillion Board of Trade
Develop a Municipal-wide Recreation Master Plan.	5.7.3 d	MD of Mackenzie
Develop a Municipal Reserve Policy for the Municipal District.	5.7.3 e	MD of Mackenzie

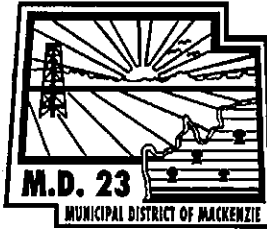
7.2 Land Use Bylaw

The Land Use Bylaw is the main statutory document used to implement the Land Use policies included in an Area Structure Plan. The development regulations contained within the Land Use Bylaw provide detailed guidelines and requirements in terms of subdivision and development. It may be necessary to amend the Land Use Bylaw to ensure that it conforms to this Area Structure Plan.

7.3 Phasing

Development phasing should progress in accordance with Schedule J: Phasing. This will ensure the availability of services, encourage contiguous development, and provide servicing efficiency with respect to installation and maintenance of municipal services.





M.D. of Mackenzie No. 23

Request For Decision

Meeting:	Regular Council
Meeting Date:	December 13, 2005
Presented By:	Eva Schmidt, Planning Supervisor
Title:	Bylaw 536/05 Land Use Bylaw Amendment Rezone NW 32-109-13-W5 From Agricultural District 1 "A1" to Highway Development District "HD"
Agenda Item No:	

BACKGROUND / PROPOSAL:

On March 22, 1995 a development permit was issued for a commercial development on the NW quarter of 32-109-13-W5. However the property was never rezoned to commercial. The applicant would now like to rezone the subject property from Agricultural District 1 "A1" to Highway Development District (HD) to allow for Highway Development.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The permit that was originally issued on March 22, 1995 was to allow for a service station, convenience store, bulk fuel & oil sales and a farm machinery sales. This permit was appealed by adjacent land owner who was opposed to this type of development on the subject parcel. On May 1, 1995 the Subdivision and Appeal Board refused the appeal and allowed the development permit to proceed.

The commercial business was never developed, and the land was eventually sold. The new owner's would like to continue with this venture and are proceeding with this request to rezone the land to Highway Development.

7.22 HIGHWAY DEVELOPMENT DISTRICT "HD"

The general purpose of this district is to regulate development adjacent to provincial highways and local roads. Development should be restricted to that which is required to serve the motoring public.

Author:

Reviewed: Dec. 6/05

C.A.O. 

A. PERMITTED USES

- (1) Extensive agriculture
- (2) Farm building.

B. DISCRETIONARY USES

- (1) Ancillary building or use.
- (2) Automotive equipment, sales and/or service
- (3) Bulk fuel/propane sales.
- (4) Convenience store.
- (5) Highway maintenance yard.
- (6) Hotel
- (7) Institutional use
- (8) Motel.
- (9) Public use.
- (10) Recreation vehicle park.
- (11) Restaurant
- (12) Security suite.
- (13) Service station.

C. MINIMUM LOT AREA

As required by the Development Officer.

D. MINIMUM FRONT YARD SETBACK

- (1) Lot fronting onto a provincial highway:

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

- (2) Lot fronting onto an external subdivision (local) road:

22.86 metres (75 feet) from right of way.

- (3) Lot fronting into an internal subdivision road:

9.1 metres (30 feet) from right of way.

Author:

Reviewed: Dec 6/05

C.A.O. 

E. MINIMUM SIDE YARD SETBACK OR REAR YARD

15.2 metres (50 feet) or as determined by the Development Officer.

F. ADDITIONAL REQUIREMENTS

The Development Officer may decide on such other requirements as are necessary having due regard to the nature of a proposed development and the purpose of this District.

G. ON-SITE PARKING

In accordance to Section 4.28 of this Bylaw.

H. LANDSCAPING

In accordance to Section 4.23 of this Bylaw.

The applicant has been in contact with Alberta Transportation with his proposal, and Alberta Transportation does not seem to have any immediate concerns.

COSTS / SOURCE OF FUNDING:

All costs will be borne by the developer.

RECOMMENDED ACTION:

MOTION 1

That first reading be given to Bylaw 535/05 to rezone NW 32-109-13-W5 from Agricultural District 1 "A1" to Highway Development District "HD".

Author:

Reviewed:

Dec. 6/05

C.A.O.:



BYLAW NO. 536/05

**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 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 NW 32-109-13-W5M, in the Municipal District of Mackenzie No. 23 be amended from Agricultural District 1 "A1" to Highway Development District "HD", 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

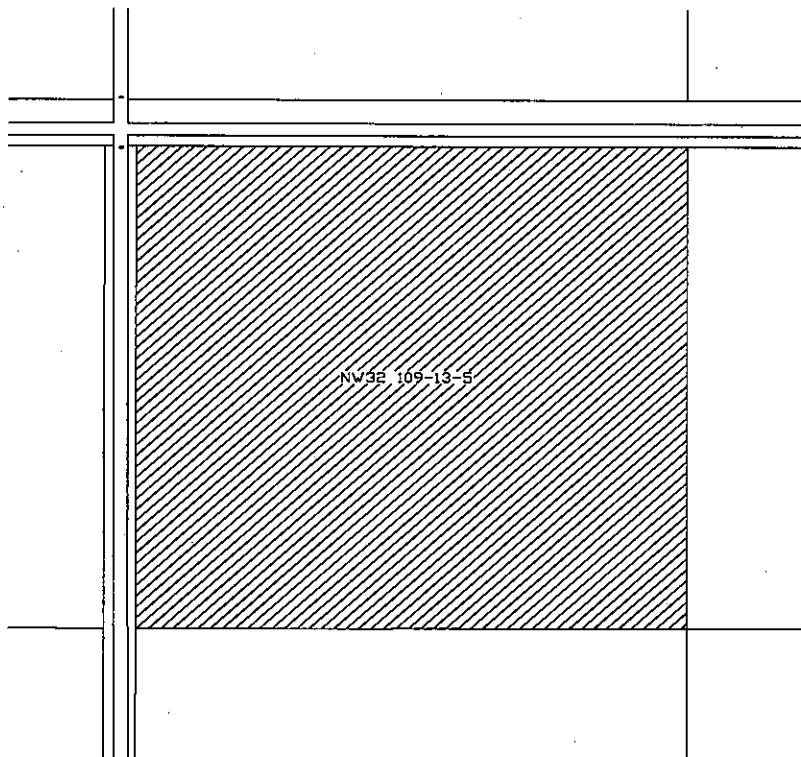
Christine Woodward, Executive Assistant

BYLAW No. 536/05

SCHEDULE "A"

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

NW 32-109-13-W5M be rezoned from Agricultural District 1 "A1" to Highway Development District "HD".



Bill Neufeld, Reeve

Christine Woodward, Executive Assistant

EFFECTIVE THIS _____ DAY OF _____, 2005.



LAND USE BYLAW AMENDMENT APPLICATION

APPLICATION NO. 536/05

(Arcon)

NAME OF APPLICANT <u>Lyle Duperron</u>		
ADDRESS <u>Box 535</u>		
TOWN <u>FORT VERMILION, AB</u>		
POSTAL CODE <u>T0H 1N0</u>	PHONE (RES.) <u>927-4088</u>	BUS. <u>926-1120</u>

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

LEGAL DESCRIPTION OF THE LAND AFFECTED BY THE PROPOSED AMENDMENT

QTR./LS. <u>NW</u>	SEC. <u>32</u>	TWP. <u>109</u>	RANGE <u>13</u>	M. <u>5</u>	OR	PLAN	BLK	LOT
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LAND USE CLASSIFICATION AMENDMENT PROPOSED:

FROM: AGRICULTURE ONE TO: HIGHWAY DEVELOPMENT

REASONS SUPPORTING PROPOSED AMENDMENT:

A DEVELOPMENT PERMIT WAS APPROVED FOR THIS PROPERTY BY PAUL DREIGER ON MARCH 22nd 1995 AND NO CONSTRUCTION WAS DONE BY PREVIOUS LAND OWNER "LLOYD PASMORE".

THERE HAS BEEN A THRIVING BUSINESS ON THE ADJACENT LAND TO THE WEST FOR SOME TIME, OTHER BUSINESS CLOSE BY, WOULD, I BELIEVE, COMPLIMENT THIS.

CONVENIENCE OF FUEL + OTHER SUPPLIES ON THIS MAJOR INTERSECTION SHOULD PROVE BENEFICIAL TO MOST PEOPLE IN THE SURROUNDING AREA.

I/WE HAVE ENCLOSED THE REQUIRED APPLICATION FEE OF \$ 150.00 RECEIPT NO. _____

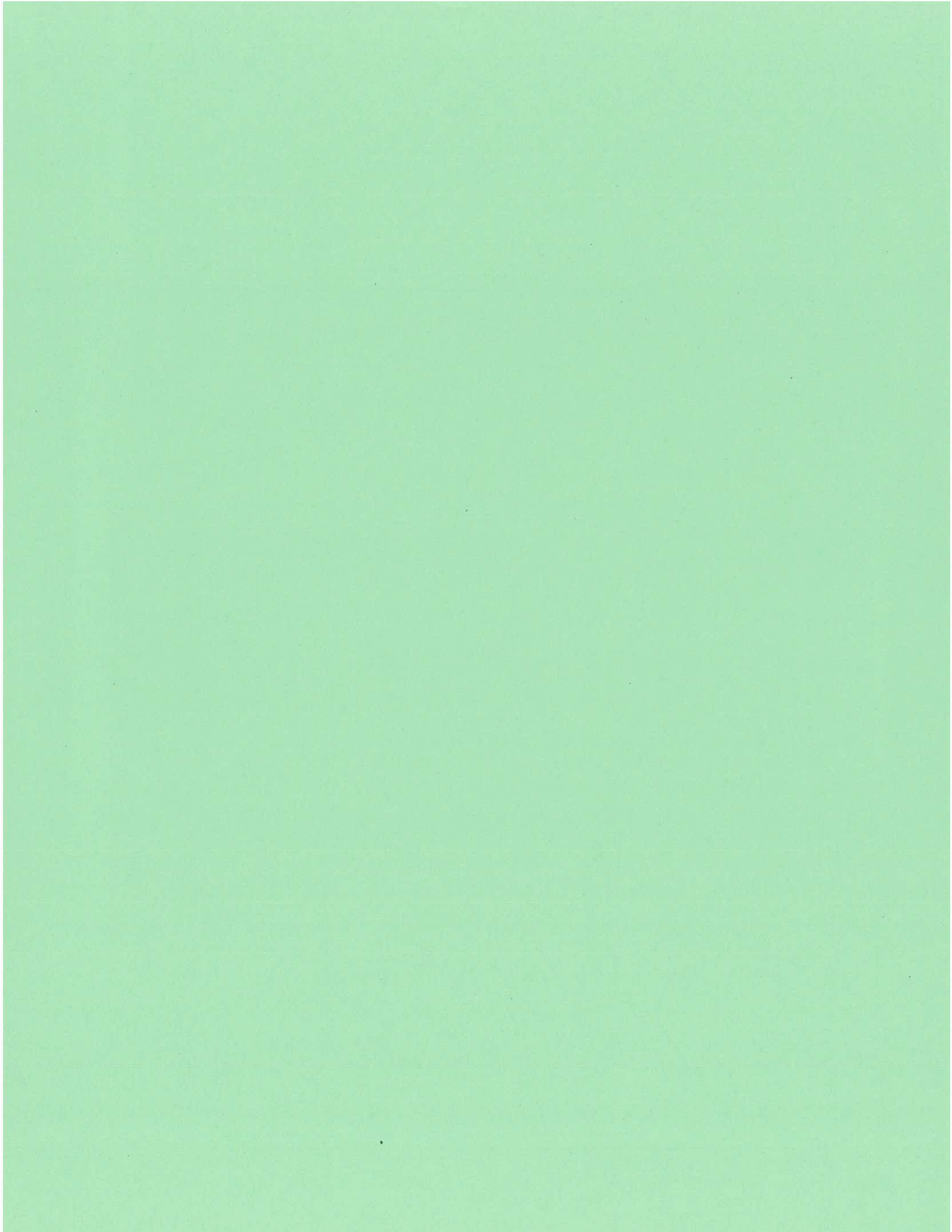
Lyle Duperron
APPLICANT

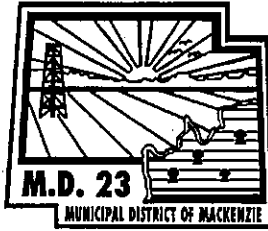
Nov 24/2005
DATE

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

Lyle Duperron
REGISTERED OWNER

Nov 24/2005
DATE





M.D. of Mackenzie No. 23

Request For Decision

Meeting:	Regular Council Meeting
Meeting Date:	December 13, 2005
Presented By:	Eva Schmidt, Planning Supervisor
Title:	Development Permit 343-DP-05 0422001, Block 4, Lot 30 Direct Control District 2 "DC2"
Agenda Item No:	

BACKGROUND / PROPOSAL:

On July 13, 2004 an application was received to rezone a lot in Zama, from Hamlet General District 1 "HG1" to Direct Control District 2 "DC2" to accommodate a licensed industrial camp. Council approved Development permit 206-DP-04 with conditions.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

The applicant would like to add an extension onto the main camp building, consisting of 24 additional beds off the main building unit, and an additional 12 bed unit as a stand alone building.

The proposed location is not within the restricted area as outlined in section C.2. of the Special Provisions in a Direct Control District 2. Administration has no concerns with the compatibility of the proposed land use with the surrounding land uses or the character of the community.

7.5 DIRECT CONTROL DISTRICT 2 "DC2"

The general purpose of this district is to control and regulate the development of adult type businesses.

A. DISCRETIONARY USES

- (1) Adult entertainment business.
- (2) Liquor store.
- (3) Pawn shop.

- (4) Funeral Home (Morgue).
- (5) All uses that require approval from the Alberta Gaming and Liquor Commission, with the exception of occasional licences not exceeding 72 hours.

B. DEVELOPMENT REGULATIONS

Development standards will be established at the discretion of Council having regard to the nature of the proposed land use and may include the following: lot and floor area; development setbacks; design, character and appearance of buildings; access; and parking.

C. SPECIAL PROVISIONS

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

D. LANDSCAPING

In accordance to Section 4.23 of this Bylaw.

To date no issues have arisen or come to the attention of the MD of Mackenzie concerning the operation of this facility.

- Option 1) Approve Development Permit 343-DP-05 with proposed conditions.
- Option 2) Approve Development Permit 343-DP-05 with other conditions.
- Option 3) Refuse Development Permit 343-DP-05.

RECOMMENDED ACTION:

Option 1

MOTION

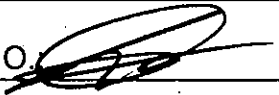
That Development Permit 343-DP-05 be approved with the following conditions:

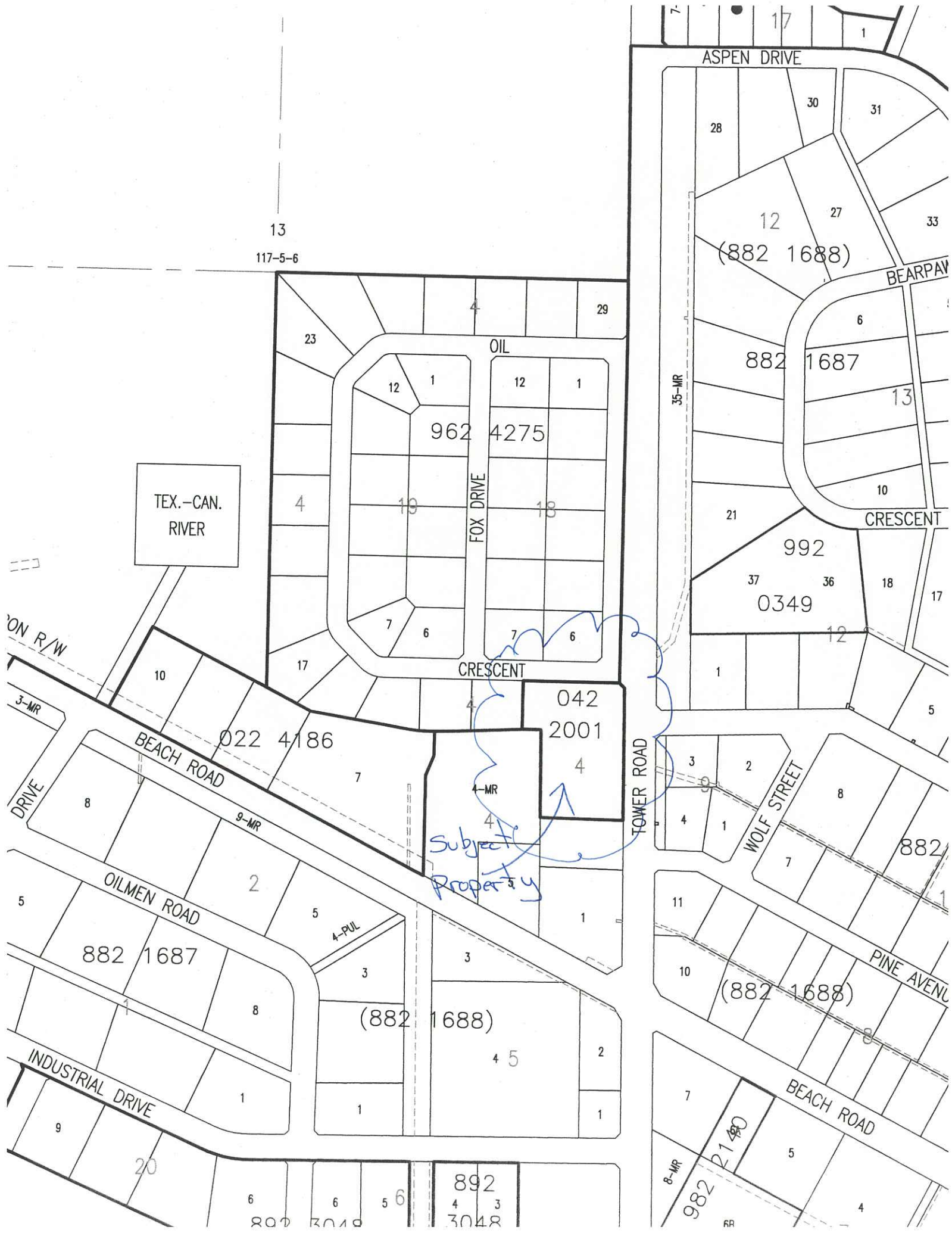
1. Minimum building setbacks: 9.14 meters (30 feet) front yard; 9.1 meters (30 feet) rear yard; 9.14 meters (30 feet) side yard, from the property lines or tree line. 9.1 meters (30 feet) from any road allowances and 9.1 meters (30 feet) from any quarter line).
2. Provide adequate off street parking as follows: The minimum parking standards are one (1) stall per bed; one (1) stall per 45 square meters of building area used for kitchen and/or office space. **Additional 36 stalls are required.** *"One parking space, including the driveway area, shall occupy 91.4 meters (300 square feet)."*
3. Camp to be connected to the Municipal water and sewer system and the cost of connection fees will be born by the owner where applicable.
4. **PRIOR** to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operations Department for Municipal District of Mackenzie at 928-3983. Access to be constructed to MD of Mackenzie's standards and at the developers expense.
5. The total site area (lot) shall have a positive surface drainage that does not adversely affect the surrounding neighbors.
6. Pictures of the camp buildings must be provided prior to development. Where the development requires exterior finishing, the exterior finishing is to be completed within two years of the date of issue of the development permit to the satisfaction of the Development Officer.
7. **Prior** to moving the Industrial Camp to the subject site, provide a notification of the relocation route to M.D. of Mackenzie. Contact the Operational Services Department at (780) 928-3983 regarding proper times and procedures.

Please note

1. The Municipal District of Mackenzie does not conduct independent environmental or land suitability checks. If the applicant is concerned about the suitability of the property for any purpose, the owner/applicant should conduct the proper tests. The Municipal District of Mackenzie, when issuing a development permit, makes no representation in regards to the suitability of the property for any purpose or as to the presence or absence of environmental contaminants of the property.

2. Obtain plumbing, electrical, gas, and building permits as required, at a M.D. of Mackenzie's office.
3. Call 'Alberta-1st-Call' before you dig. (1-800-242-3447).

Author:	Reviewed: Dec 7/05	C.A.O. 
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13
117-5-6

TEX.-CAN.
RIVER

ON R/W

3-MR
DRIVE

BEACH ROAD

OILMEN ROAD

INDUSTRIAL DRIVE

OIL

FOX DRIVE

CRESCENT

TOWER ROAD

WOLF STREET

PINE AVENUE

ASPEN DRIVE

BEARPAV

CRESCENT

Subject Property

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882 1687

992

0349

042
2001

882 1687

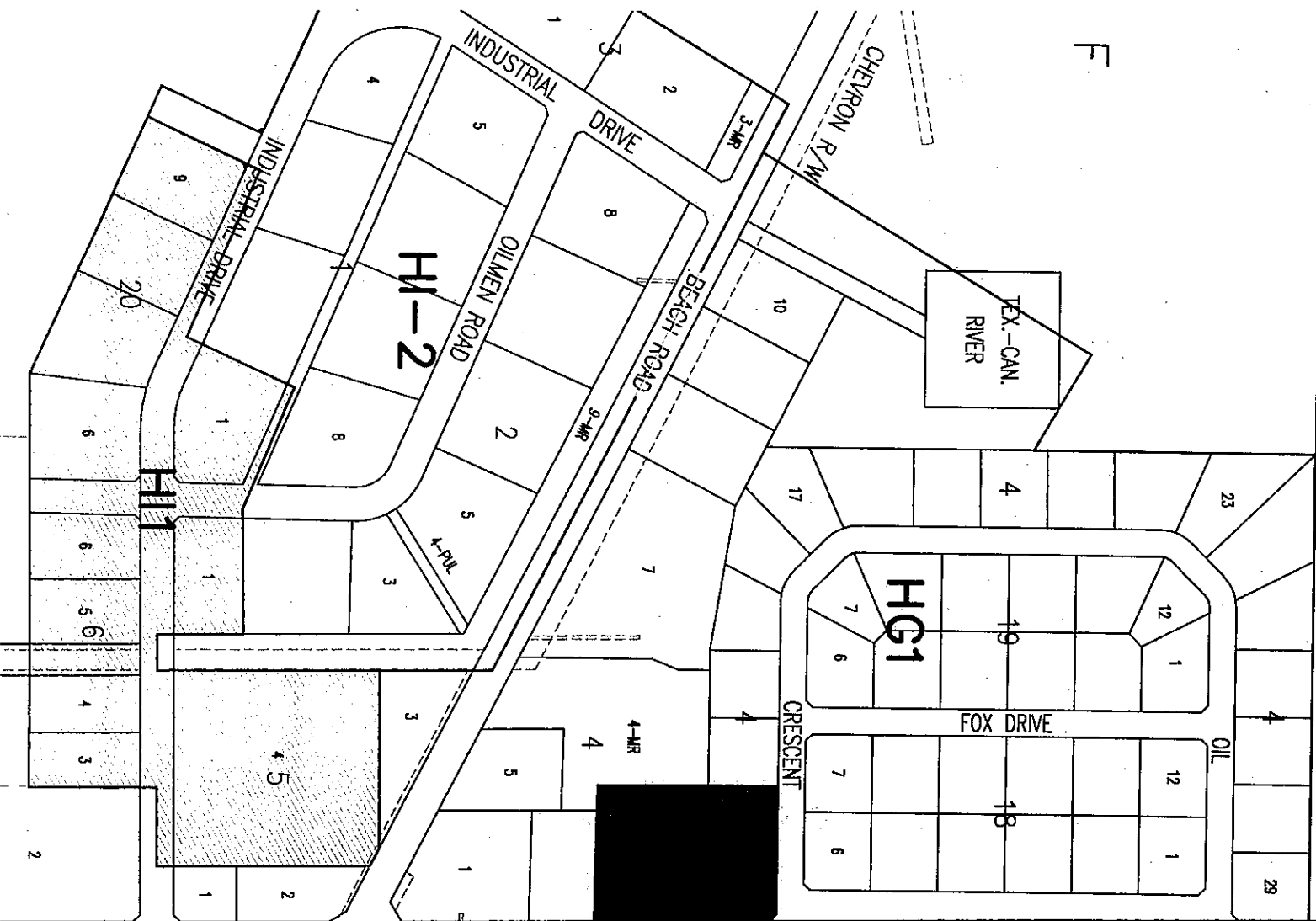
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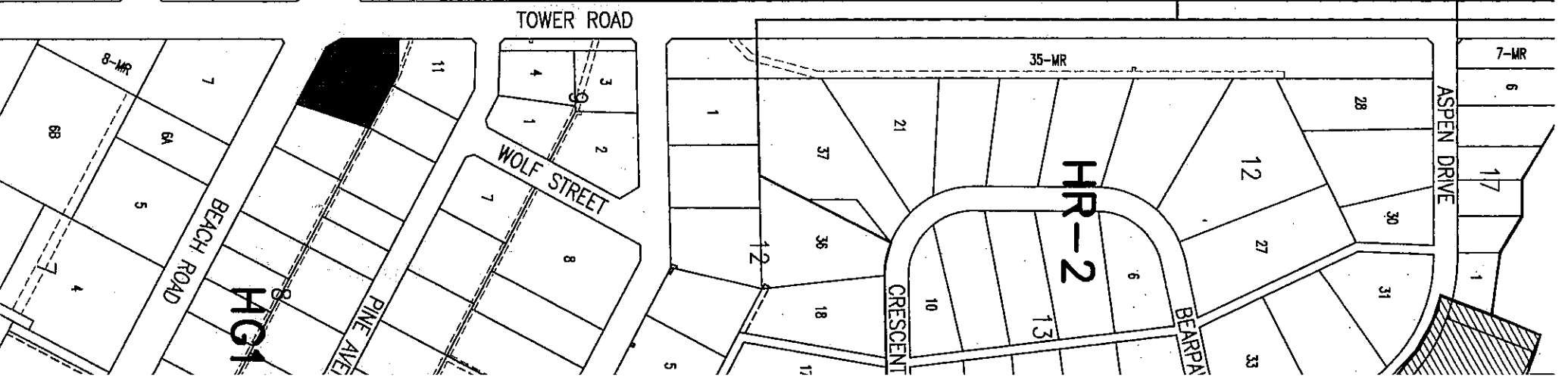
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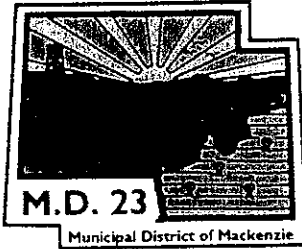
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TEX.-CAN.
RIVER

ASPEN DRIVE

HR-2

HG1



Municipal District of Mackenzie No 23

P.O Box 640, Fort Vermilion, AB T0H 1N0

Phone (780) 927-3718

Fax (780) 927-4266

Development Approving Authority

Application No.:	343-DP-05
Legal Description:	0422001, Bl 4, L 30
Applicant: Address:	Noralta Inn West Ltd. Box 5 Zama, AB T0H 4E0
Development:	Extension to Industrial Camp
DECISION:	APPROVED (See Attached Conditions)

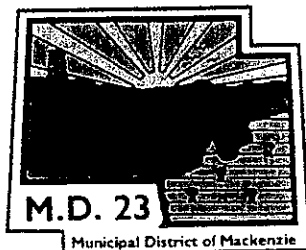
Development Permit

This permit is issued subject to the following conditions:

- (a) That the development or construction shall comply with the conditions of the decision herein contained or attached.
- (b) That the development or construction will be carried out in accordance with the approved plans and application.
- (c) This permit is valid for a period of 12 months from the date or the date of an approved decision of the Development Authority. If at the expiry of this period the development or construction has not been commenced or carried out with reasonable diligence this permit shall be invalid.
- (d) There is no appeal to the subdivision and Development Appeal Board allowed in regards of a Council decision on a development permit application as stated in section 641 of the Municipal Government Act, 1994.

Dated _____, _____, 2005

Reeve



Municipal District of Mackenzie No 23

P.O Box 640, Fort Vermilion, AB T0H 1N0

Phone (780) 927-3718

Fax (780) 927-4266

Development Approving Authority

343-DP-05

CONDITIONS OF APPROVAL

1. Minimum building setbacks: 9.14 meters (30 feet) front yard; 9.1 meters (30 feet) rear yard; 9.14 meters (30 feet) side yard, from the property lines or tree line. 9.1 meters (30 feet) from any road allowances and 9.1 meters (30 feet) from any quarter line).
2. Provide adequate off street parking as follows: The minimum parking standards are one (1) stall per bed; one (1) stall per 45 square meters of building area used for kitchen and/or office space. **Additional 36 stalls are required.** *"One parking space, including the driveway area, shall occupy 91.4 meters (300 square feet)."*
3. Camp to be connected to the Municipal water and sewer system and the cost of connection fees will be born by the owner where applicable.
4. **PRIOR** to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operations Department for Municipal District of Mackenzie at 928-3983. Access to be constructed to MD of Mackenzie's standards and at the developer's expense.
5. The total site area (lot) shall have a positive surface drainage that does not adversely affect the surrounding neighbors.
6. Pictures of the camp buildings must be provided prior to development. Where the development requires exterior finishing, the exterior finishing is to be completed within two years of the date of issue of the development permit to the satisfaction of the Development Officer.
7. Prior to moving the Industrial Camp to the subject site, provide a notification of the relocation route to M.D. of Mackenzie. Contact the Operational Services Department at (780) 928-3983 regarding proper times and procedures.

Initials

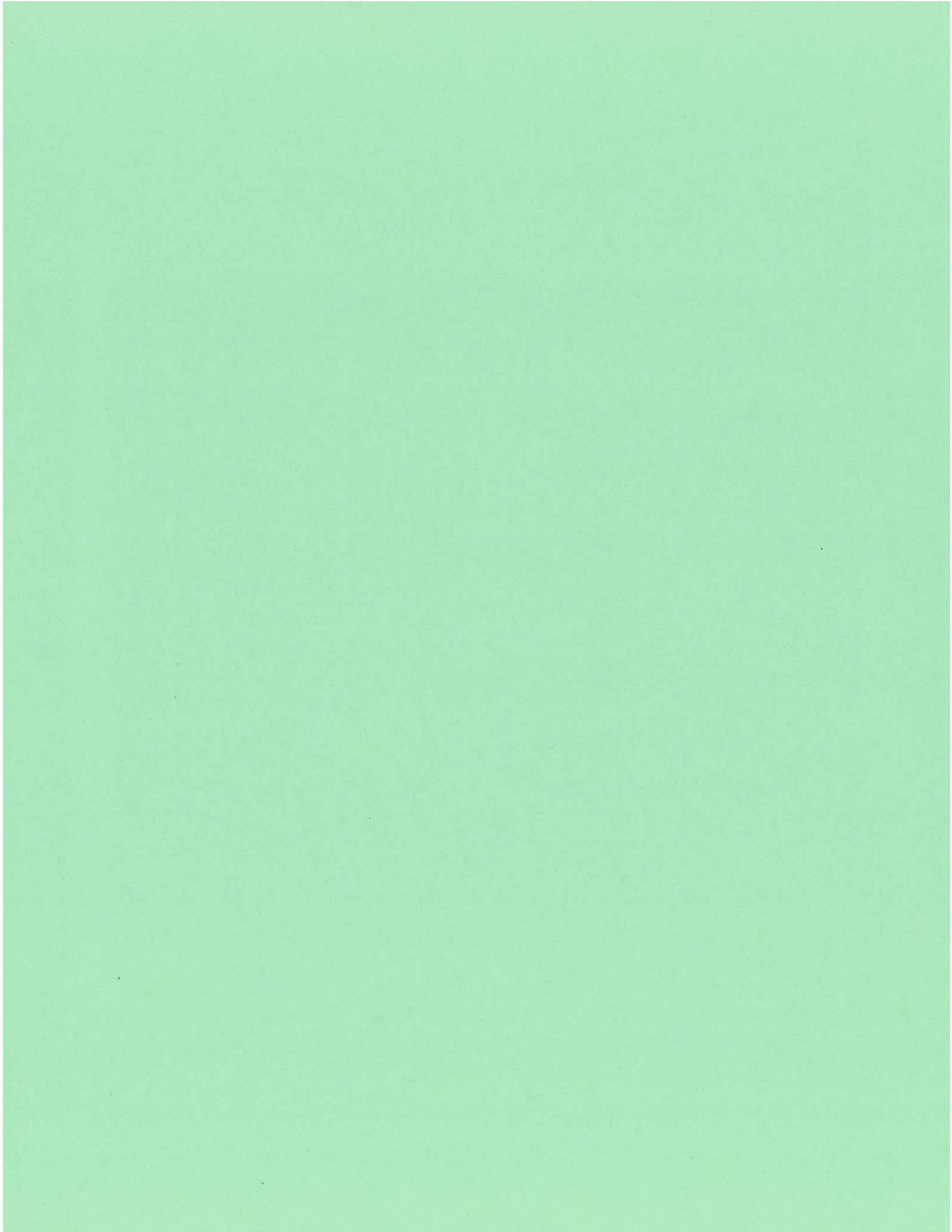
Please note

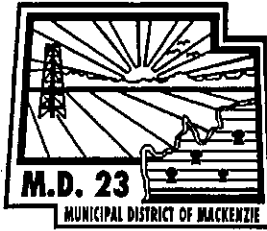
1. The Municipal District of Mackenzie does not conduct independent environmental or land suitability checks. If the applicant is concerned about the suitability of the property for any purpose, the owner/applicant should conduct the proper tests. The Municipal District of Mackenzie, when issuing a development permit, makes no representation in regards to the suitability of the property for any purpose or as to the presence or absence of environmental contaminants of the property.
2. Obtain plumbing, electrical, gas, and building permits as required, at a M.D. of Mackenzie office.
3. Call 'Alberta-1st-Call' before you dig. (1-800-242-3447).

It is the responsibility of the developer to ensure that the proposed development meets the requirements of the provincial Safety Codes Act. For more information on necessary permits, contact one of the M.D. of Mackenzie No. 23 offices at 928-3983 (La Crete), 926-5600 (High Level), or 927-3718 (Fort Vermilion). For the fire discipline, contact the Safety Codes Officer at 928-3983(M.D. of Mackenzie No. 23).

_____, _____, 2005
Date of Issue of Notice of Decision

Reeve





M.D. of Mackenzie No. 23

Request For Decision

Meeting:	Regular Council
Meeting Date:	December 13, 2005
Presented By:	Eva Schmidt, Planning Supervisor
Title:	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"
Agenda Item No:	

BACKGROUND / PROPOSAL:

We received a request to rezone part of SW 7-109-19-W5M from Agricultural District 1 (A1) to Country Residential District 3 (RC3) to allow for multi-residential 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.: 
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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.O.:



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.O.:



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 first 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.:



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

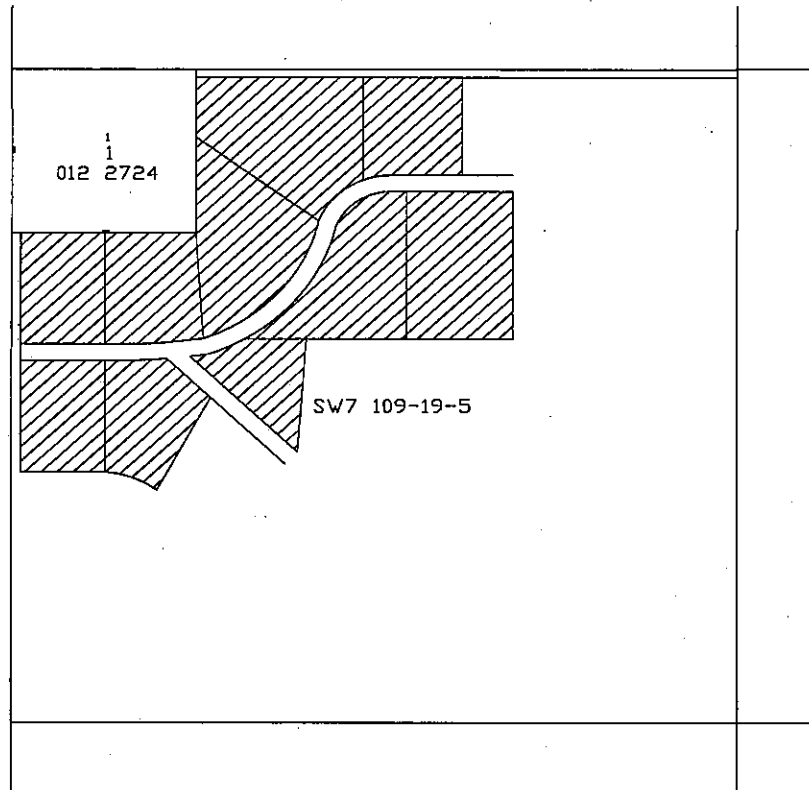
Christine Woodward, Executive Assistant

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 JAKE ELIAS		
ADDRESS BOX 134		
TOWN LA CRETE AB		
POSTAL CODE T0H2H0	PHONE (RES.) 928-3978	BUS. 926-6512

COMPLETE IF DIFFERENT FROM APPLICANT		
NAME OF REGISTER OWNER JAVA INVESTMENTS INC		
ADDRESS BOX 134		
TOWN LA CRETE AB		
POSTAL CODE T0H2H0	PHONE (RES.) 928-3978	BUS. 926-6512

LEGAL DESCRIPTION OF THE LAND AFFECTED BY THE PROPOSED AMENDMENT

jdelias@telus.net

QTR./LS. SW	SEC. 7	TWP. 109	RANGE 19	M. W5	OR	PLAN	BLK	LOT
NW	6	109	19	W5				

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 \$ **150⁰⁰**

RECEIPT NO. _____

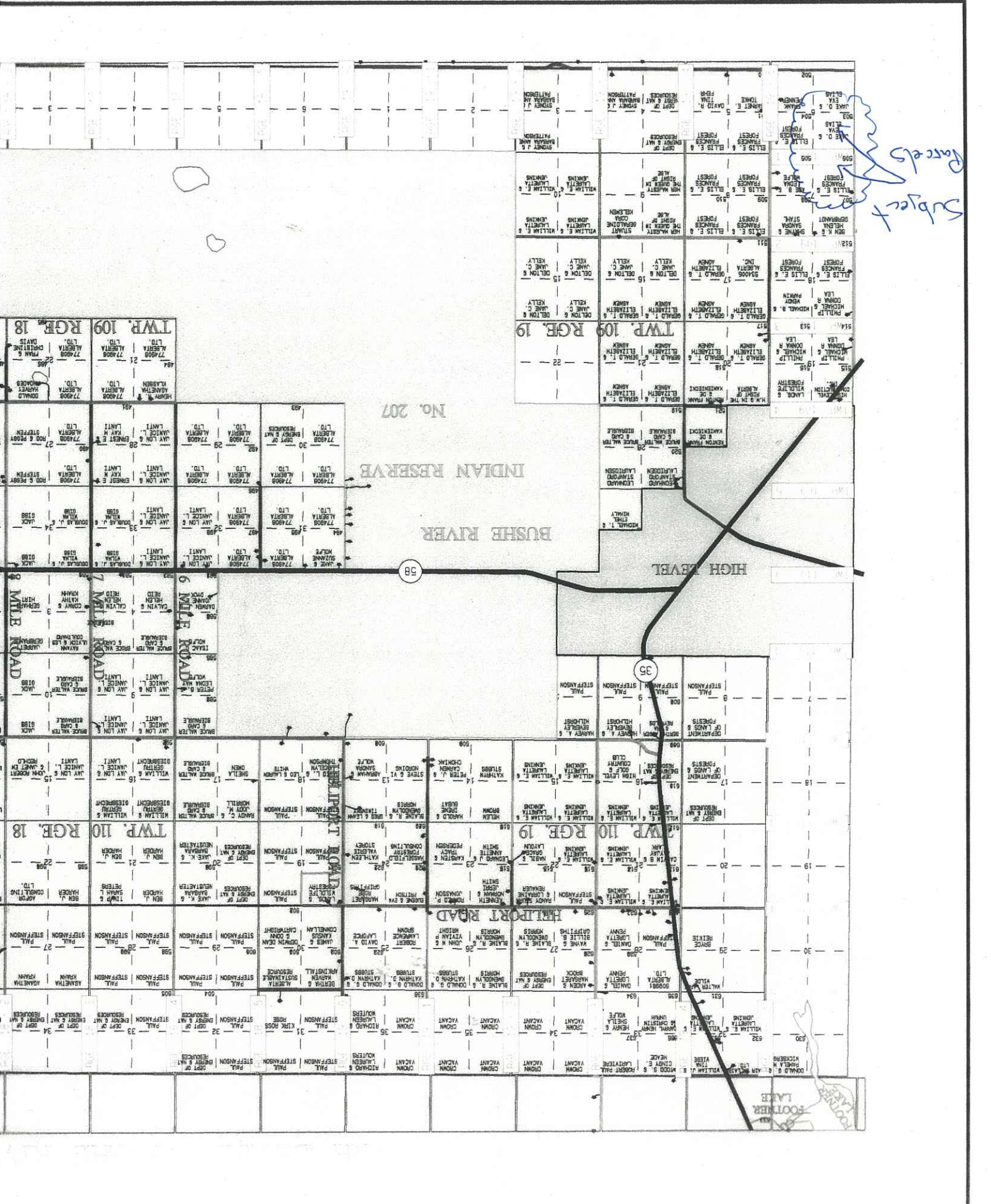
J. Elias
APPLICANT

December 1/2005
DATE

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

J. Elias
REGISTERED OWNER

December 1/2005
DATE



Subject
Parcels

No. 207

INDIAN RESERVE

BUSHE RIVER

HIGH LEVEL

TWP. 109 RGE. 18

TWP. 109 RGE. 19

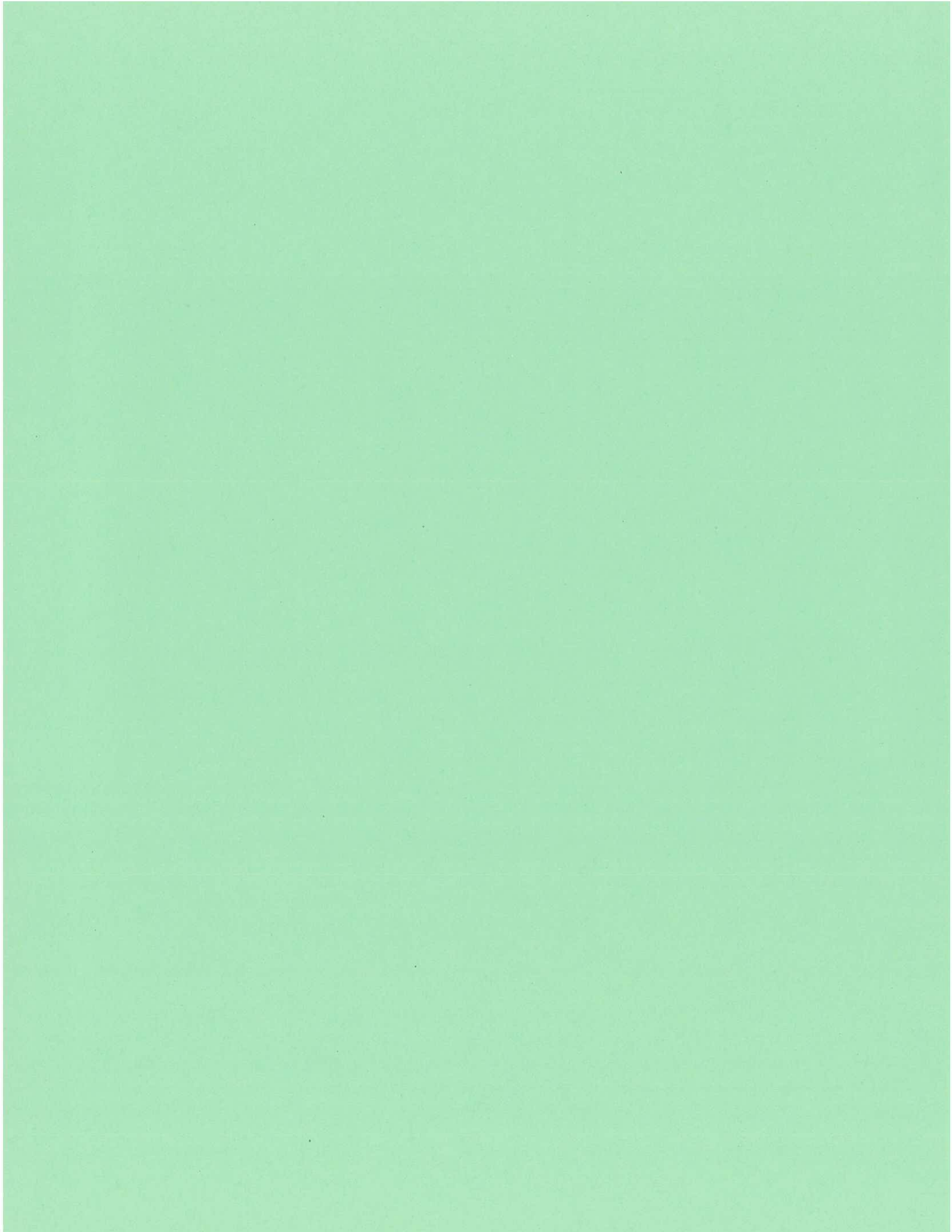
MILE ROAD

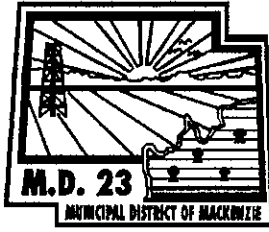
MILE ROAD

MILE ROAD

HARBOR ROAD

FOOTER
LATE





M.D. of Mackenzie No. 23

Request For Decision

Agenda Item # _____

Meeting:	Regular Council Meeting
Meeting Date:	December 13, 2005
Presented By:	Eva Schmidt, Planning Supervisor
Title:	Bylaw 530/05 – Municipal Planning Commission

BACKGROUND / PROPOSAL:

The attached Bylaw 530/05 reflects the changes Council made at their November 23, 2005 meeting.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Some administrative wording changes have been made in addition to changes requested by Council, such as: "Act" was replaced by "MGA" and MPC was added to the definitions.

Changes requested by Council were:

- to establish the MPC as the Subdivision Authority for all subdivisions.
- Signing authority for subdivisions be the Chair of the MPC.
- That the MPC be comprised of 2 Councillors and 3 members at large.
- That MPC members be appointed annually at the Organizational meeting.

COSTS / SOURCE OF FUNDING:

N/A

RECOMMENDED ACTION:

Motion 1

That second reading be given to Bylaw 530/05, being a bylaw to establish the Subdivision Authority and Development Authority in the Municipal District of Mackenzie.

Motion 2

That third reading be given to Bylaw 530/05, being a bylaw to establish the Subdivision Authority and Development Authority in the Municipal District of Mackenzie.

Author: E. Schmidt, Planning Supervisor	Review Date: Dec. 6/05	C.A.O.: 
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BYLAW NO. 530/05

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

WHEREAS, under the provisions of the Municipal Government MGA Revised Statutes of Alberta 2000, being Chapter M-26.1 and amendments thereto, to provide for the establishment of a Subdivision Authority, a Development Authority and Municipal Planning Commission for the Municipal District of Mackenzie No. 23.

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

TITLE:

1. This bylaw may be cited as the **"Subdivision and Development Authorities Bylaw"**.

DEFINITIONS:

2. In this bylaw, unless the context otherwise requires:

"C.A.O." means the Chief Administrative Officer of the Municipal District of Mackenzie No. 23 appointed by Council under Bylaw 030/95;

"COUNCIL", means the Council of the Municipal District of Mackenzie No. 23, duly assembled and acting as such;

"Land Use Bylaw" means Bylaw 462/04 and amendments thereto;

"M.D." means the Municipal District of Mackenzie No. 23.

"Member" means a member of the Municipal Planning Commission appointed pursuant to this Bylaw;

"MGA" means the Municipal Government MGA, Revised Statutes of Alberta, 2000, C. M-26.1 and amendments thereto;

"MPC" means the Municipal Planning Commission as established by this Bylaw;

"Pecuniary Interest" shall have the meaning as set out in Division 6 of Part 5 of the MGA as applied and adapted in the context of this Bylaw;

“Public Member” means a person who is not a member of Council and who otherwise qualifies as an elector in the Municipal District of Mackenzie No. 23;

PART 1 – Subdivision Authority

Establishment

3. The Subdivision Authority for the M.D. is the Municipal Planning Commission for all applications for subdivision approval.

Powers and Duties

4. The Subdivision Authority has those powers and duties as set out in the MGA and any regulation thereunder.

Administration

5. The signing authority for all subdivision related matters is the Chair of the Municipal Planning Commission or delegate.
5. When a registerable instrument is submitted for endorsement, the signing authority is authorized to accept minor modifications from that approved by the Subdivision Authority provided:
 - a. there is no increase to the number of parcels;
 - b. municipal, school or environmental reserves are not compromised;
 - c. municipal roads and standards are not compromised;
 - d. changes comply with municipal bylaws, with the exception that minor changes to the Land Use Bylaw standards may be included as provided in Section 654(2) of the MGA.

Part 2 – Development Authority

6. The Development Authority for the M.D. is:
 - a. the C.A.O. or delegate, for an application for development approval which is a permitted use under the Land Use Bylaw and which complies with the requirements and regulations set out in the Land Use Bylaw.
 - b. The Municipal Planning Commission established under this Bylaw, when the application for development permit is:

- i. A discretionary use under the Land Use Bylaw; or
 - ii. A permitted use under the Land Use Bylaw which does not otherwise comply with the requirements and regulations as set out in the Land Use Bylaw.
8. Notwithstanding Section 7, the C.A.O. or delegate may forward any application for development approval to the Municipal Planning Commission for a decision.

Powers and Duties

9. The Development Authority has those powers and duties as set out in the MGA, the Land Use Bylaw and this Bylaw, and any regulations made thereunder.

Part 3 – Municipal Planning Commission

Establishment

10. The Municipal Planning Commission is hereby established.

Membership and Term

11. The Commission shall consist of five (5) members with:
 - a. two (2) members being members of Council; and
 - b. three (3) members being public members.
12. A member of the Commission shall not include:
 - a. a member of the Subdivision and Development Appeal Board
 - b. an employee of the M.D.
13. Each member of the Commission shall be appointed annually in conjunction with the Organizational Meeting.
14. If a member misses three (3) consecutive meetings without the authorization of the Commission, the person is disqualified and the position becomes vacant.
15. The Chairperson and Vice-Chair of the Commission shall be appointed from among the members of the Commission.

Procedure

16. A quorum of the Commission shall consist of a majority of the members.
17. In the absence or inability of the Chairperson to preside at an MPC meeting, the Vice-Chair shall preside; in the event or absence of both the Chair and Vice-Chair to preside at a meeting of the Commission, the members present in constituting a quorum shall elect one of its members to MGA as Chairperson at that meeting.
18. The Chief Administrative Officer or delegate shall serve as Secretary to the Board, and shall:
 - a. not have a vote;
 - b. notify all members of meetings of the Commission;
 - c. notify the public pursuant to Section 195 of the MGA;
 - d. prepare and maintain a file of written minutes of the business transacted at all meetings of the Commission;
 - e. record decisions of the Commission and issue the decision and/or permit forthwith to all parties affected;
 - f. be authorized to sign on behalf of the Commission any order, decision, approval, notice or other thing made, given or issued by the Commission;
 - g. undertake other duties as the Commission may require in the conduct of its business.
19. In the event of a tie vote, any motion of the Commission shall be deemed defeated.

Functions and Duties

20. The Municipal Planning Commission has the following functions and duties:
 - a. upon request of Council, to advise Council with respect to achieving the orderly, economical and beneficial development, use of land and pattern of settlement in the Municipal District of Mackenzie No. 23.
 - b. to serve as a Subdivision Authority pursuant to Part 17 of the MGA and of this bylaw; and
 - c. to serve as a Development Authority pursuant to Part 17 of the MGA and of this bylaw.

21. The Municipal Planning Commission shall hold meetings monthly or as required, and undertake such actions as are necessary to fulfill the powers and duties of the Commission.
22. Applications for subdivision approval shall be considered by the Commission and either approved, with or without conditions, or refused in accordance with the MGA Part 17 and any regulations made thereunder.
23. Development permit applications referred to the Commission shall be considered and either approved, with or without conditions, or refused in accordance with the Land Use Bylaw and the MGA Part 17 and any regulations made thereunder.
24. A decision of the Municipal Planning Commission is not considered final until notification of the decision is given in writing.
25. If a member has a pecuniary interest in the matter before the Commission, the member shall:
 - a. disclose the general nature of the pecuniary interest to the Commission prior to the Commission's consideration of the matter;
 - b. abstain from discussion and disposition on the matter; and
 - c. leave the room in which the meeting is taking place until discussion and disposition of the matter is completed.
26. The abstention of the member and the disclosure of the member's interest shall be recorded in the minutes.
27. Notwithstanding Section 19(f) of this bylaw, any order, decision or approval made, given or issued by the Commission may be signed by the Chairperson or Vice-Chair of the Commission.
29. Bylaws No. 208/00 and 395/03 are hereby repealed.

First Reading given on the 23rd day of November, 2005.

"B. Neufeld" (signature on file)
Bill Neufeld, Reeve

"C. Woodward" (signature on file)
Christine Woodward, Executive Assistant

Second Reading given on the _____ day of _____, 20__.

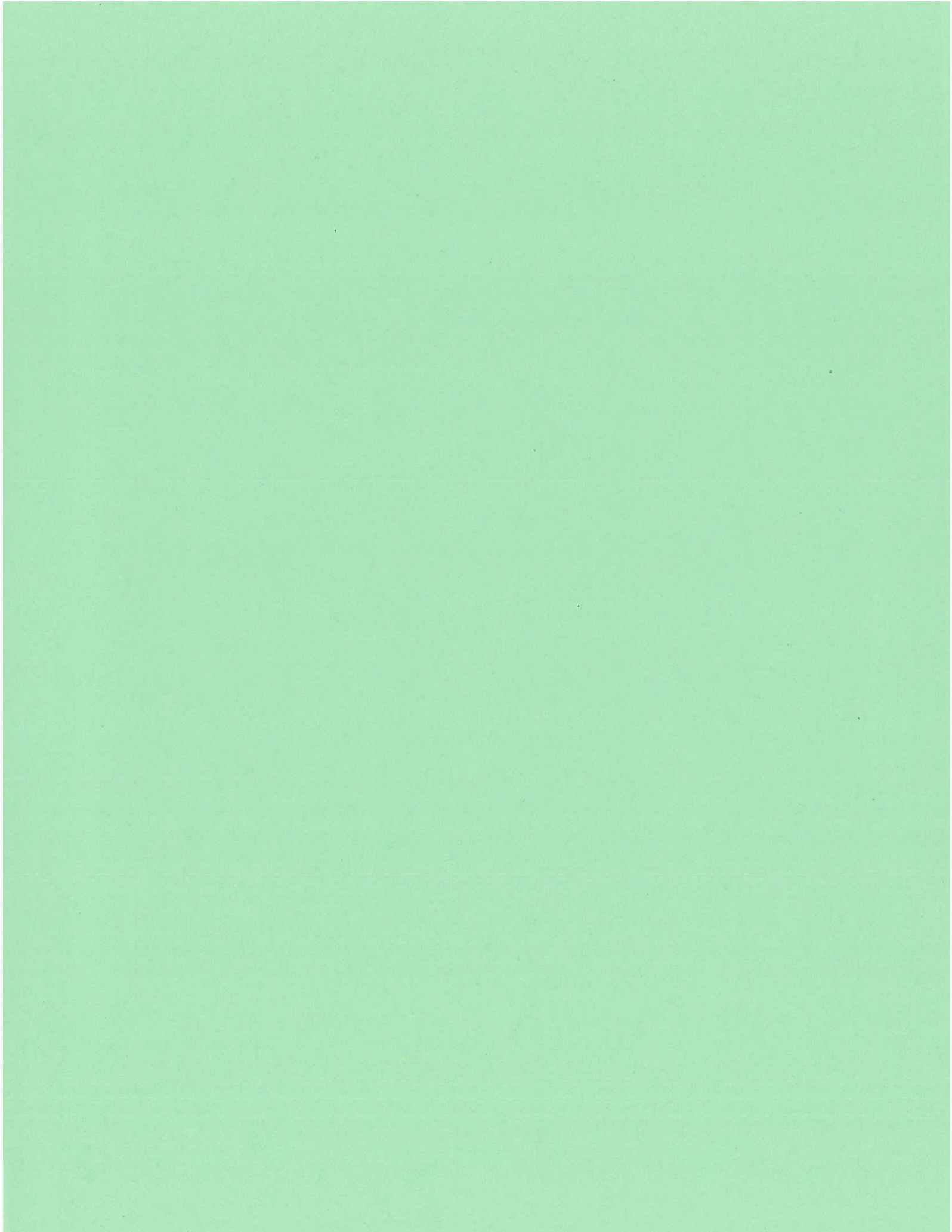
Bill Neufeld, Reeve

Christine Woodward, Executive Assistant

Third and Final Reading given on the _____ day of _____, 20__.

Bill Neufeld, Reeve

Christine Woodward, Executive Assistant





M.D. of Mackenzie No. 23

Request For Decision

Meeting:	Regular Council
Meeting Date:	December 13, 2005
Presented By:	Paul Driedger Director of Planning, Emergency & Enforcement Services
Title:	Policy EMR004 "Level of Fire Service" Amendment Add Sub-Class "D" – EMS Assist
Agenda Item No:	

BACKGROUND / PROPOSAL:

Policy EMR004 "Levels of Fire Service" is being brought forward to Council for an amendment. The amendment is to add Emergency Medical Service "EMS" Assist to the current policy.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

This policy amendment would allow a fire service to be able to respond to EMS calls where the ambulance service requires assistance. This is the current practice of the existing fire services but should be identified as a level of service in the policy. This will enable Council to determine the level of service they want to adopt for new fire services.

EMS Assist	Upon request, respond and assist the Emergency Medical Services "EMS" on ambulance responses. This could mean First Responders being initial contact on scene for patient assessment and treatment until EMS arrives.
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Amended Policy EMR004 attached.

COSTS / SOURCE OF FUNDING:

n/a

RECOMMENDED ACTION:

Motion

The Policy EMR004 be amended to include Sub-Class D - EMS Assist as presented.

Author:

Reviewed:

C.A.O.:

Municipal District of Mackenzie No. 23

Title	LEVEL OF FIRE SERVICE	Policy No.	EMR004
<p style="text-align: center;">Purpose</p> <p>To establish the minimum level of service for individual fire services provided in the municipality and to establish the process for approving the establishment or increase of fire services.</p>			
<p style="text-align: center;">Policy Statement and Guidelines</p> <p>The Municipality shall determine the level of fire services to be provided to its residents. The level of service shall be reviewed during the budget process.</p> <p style="text-align: center;">Such a review may result in an amendment to this policy.</p> <ol style="list-style-type: none">1. Fire Protection Response areas are identified on Schedule "A". (Attached Map)2. Different levels of service are listed on Schedule "B" (Attached), which may be amended from time to time considering all contributing factors.3. Fire Service Apparatus owned and approved for operations by the M.D., are listed on Schedule "C".(Attached)4. Fire terms glossary on Schedule "D". (Attached)5. To establish, enhance or change a Fire Service requested by Council, the public or by the existing Fire Service, the following process must be completed.<ul style="list-style-type: none"><u>Step One</u>Application: Provide Council with the following items in the application.<ul style="list-style-type: none">• Type of fire service requested• Distance from existing fire services• Population of the area• Number of committed volunteer fire fighters• Level of community commitment• Call volume• Cost of equipment, apparatus, training etc.• Capital and annual operating costs• Letter of commitment from existing responding Fire Service• Other relevant information<u>Step Two</u>Council is to consider the criteria and determine:<ul style="list-style-type: none">• is it feasible to establish a new fire service and to what level, or• is it feasible to upgrade the existing fire service and to what level.			

Title	LEVEL OF FIRE SERVICE Con't	Policy No.	EMR004
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Step Three

Council may amend the Level of Service policy during the budget process or from time to time; identifying:

- the newly established fire service, or
- the increase in level of service of the existing fire service.

Step Four

Establish the appropriate SOP for the increased level of service.

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

	<u>Current Level</u>	<u>Desired Level</u>
a. Fort Vermilion Fire & Rescue	6, A	6, A, <input type="checkbox"/> H-1
b. La Crete Fire & Rescue	6, A, H-1	6, A, B, <input type="checkbox"/> H-1, H-2(NH ₃)
c. Zama Fire & Rescue	6**	6, <input type="checkbox"/> H-1
d. High Level Fire Department	6 (Contract)	
e. Rainbow Lake Fire Department	6 (Contract)	
f. Tompkins*	2	Level 4 & H-1 training
g. Rocky Lane		Fire Services Agreement
h. Beaver Ranch		Fire Services Agreement

Reference to Schedule "B"

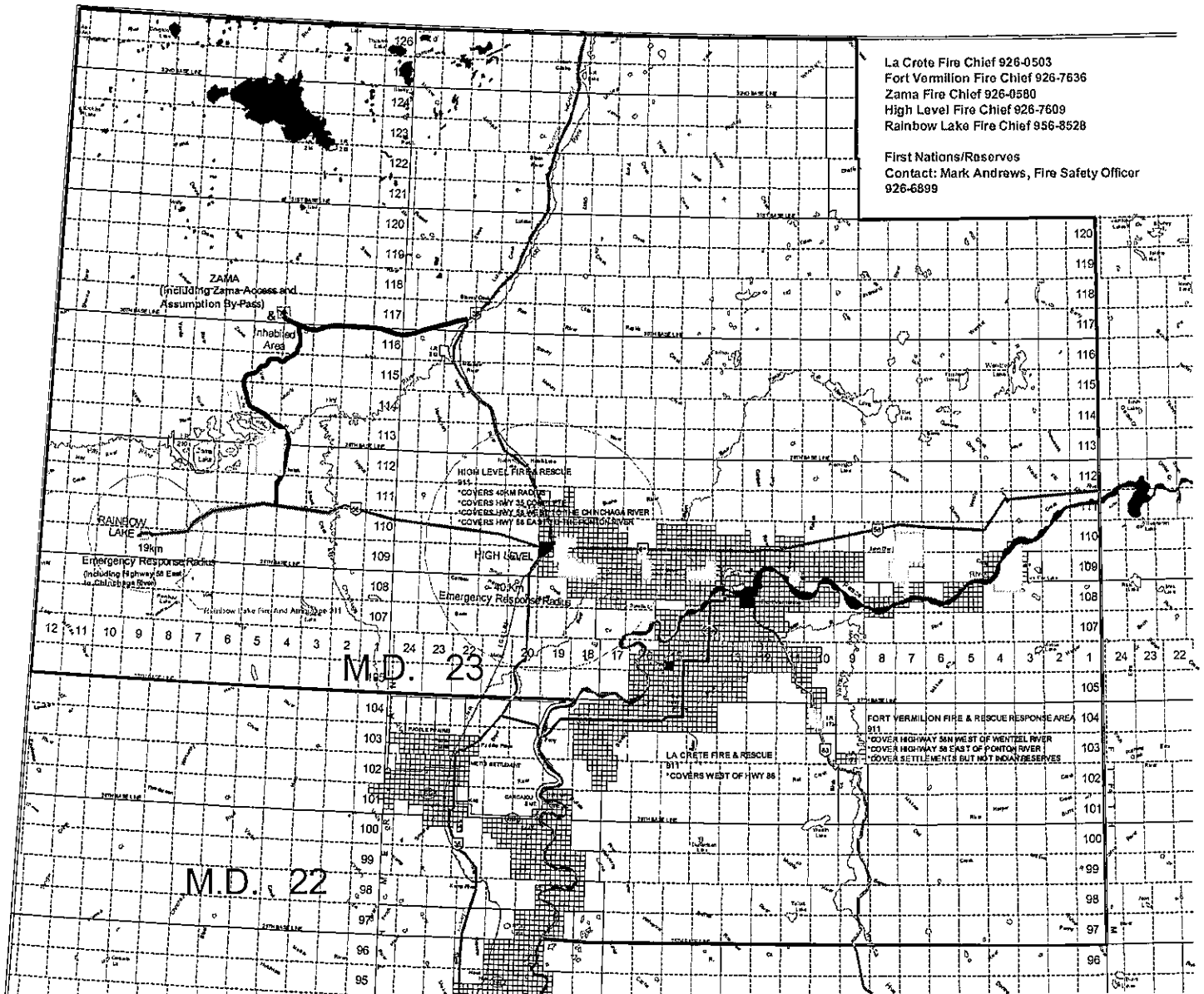
*Tompkins is part of La Crete Fire & Rescue and all aspects of the training to a Level 4 & H-1 training be through the La Crete Fire & Rescue.

** Zama Fire & Rescue has 4 months to meet the Level 6 requirements.

	Date	Resolution Number
Approved	May 14, 2003	03-317
Amended	June 23, 2003	03-419
Amended	August 24, 2004	04-638
Amended		

Schedule "A"

EMERGENCY SERVICES RESPONSE AREAS



Level of Fire Service

Schedule "B"

Level of Service	Type of Fire	Type of Station / Infrastructure	Operated By:	Apparatus Required	Equipment Required	Min # of Trained Members Responding	Min # of Members on Dept.	Min. Training Required
Level 1	Grass Fire	Fire Box	Used as First Response Only by Residents	None	4 Stroke Pump, Hose	N/A	N/A	Operating Instructions / Handling Procedures and Maintenance Program Listed on Box
Level 2	Ancillary Buildings	Fire Trailer, Small Shed (not heated)	Used as First Response Only by Residents	None	Trailer, Large 4 Stroke Pump, Hose	N/A	N/A	Operating Instructions / Handling Procedures and Maintenance Program Listed on Trailer
Level 3 Auxiliary to an existing Fire Service (Min. Level 5)	Small Structural Fires - EXTERIOR Attack Only	Basic Fire Station (Small Heated Garage)	Rural Trained Volunteers	Front Mount Pumper / Mini Pumper	Fully Equipped Apparatus, PPE, Rakes, Spades etc.	4	10	Basic Fire Fighter Training, Unit can only be used when 911 has been called and fire services are on their way
Level 4 Auxiliary to an existing Fire Service (Min. Level 5)	First Response to MVC & Level 3	Basic Fire Station (Small Heated Garage)	Rural Trained Volunteers	Front Mount Pumper / Mini Pumper	Fully Equipped Apparatus, PPE, VE Hand Tools	4	10	Basic Fire Fighter Training, Basic Vehicle Extrication, Unit can only be used when 911 has been called and fire services are on their way
Level 5	All Structural Fires Exterior & Interior Attack	Full Fire Station	Fire Services	Pumper, Tanker	Fully Equipped Apparatus, VE Hand Tools	As Per SOP	12	Fire Fighting 1 & 2, Pump A, Basic Vehicle Extrication
Level 6	Rescue - MVC / Farm & Level 5	Full Fire Station	Fire Services	Pumper, Rescue Unit, Tanker	Fully Equipped Apparatus, Full Extrication Equipment	As Per SOP	15	Fire Fighting 1 & 2, Pump A, Vehicle Extrication
Sub-Class A	Water / Ice Rescue	Min. Level 4 Fire Service	Min. Level 4 Fire Service	Boat and/or Water/Ice Rescue Apparatus	Water/Ice Rescue Equipment	4	Min. Level 4 Fire Service	Water / Ice Safety Training
Sub-Class B	Trench / Confined Space Rescue	Min. Level 4 Fire Service	Min. Level 4 Fire Service	Trailer and/or Equivalent	Shoring Equipment	4	Min. Level 4 Fire Service	Trench & Confined Space Training,
Sub-Class C	High Angle Rescue	Min. Level 4 Fire Service	Min. Level 4 Fire Service	None	High Angle Equipment	8	Min. Level 4 Fire Service	High Angle Training
Sub-Class D	EMS Assist	Min. Level 4 Fire Service	Rural Trained Volunteers	None	EMS Trauma Kit	As Per SOP	Min. Level 4 Fire Service	Emergency Medical Responder
Sub-Class H-1	Hazmat Awareness	Min. Level 4 Fire Service	Min. Level 4 Fire Service	None	Good Binoculars, Traffic Control Equipment	6+	Min. Level 4 Fire Service	Hazmat Awareness
Sub-Class H-2	Hazmat Operational	Min. Level 6 Fire Service	Min. Level 6 Fire Service	Hazmat Unit	Containment & Decontamination Equipment, Hazmat Gear & Full Level A & B Suits	12	Min. Level 6 Fire Service	Hazmat Operations

Schedule "C"

Fire Department Apparatus List

Unit #	Year/ Make/Model	Type of Vehicle	Fire Service
9104	1979 GMC	Pumper Truck	FVFR
9108	1991 GMC	Water Tanker	FVFR
9109	1994 GMC	Pumper Truck	FVFR
9117	1999 Quicksilver	Rescue Boat & Trailer	FVFR
		Rescue Boggan	FVFR
	New	Rescue Alive for 2003	FVFR
9121	2003 Freightliner	Rescue Vehicle	FVFR
Unit #	Year/ Make/Model	Type of Vehicle	Fire Service
9103	1977 GMC	Pumper Truck	LCFR
9105	1988 Ford	Pumper Truck	LCFR
9107	1991 GMC	Water Tanker	LCFR
9118	2001 Ford E350	Rescue Vehicle	LCFR
9119	2001 ZODIAC	Rescue Boat & Trailer	LCFR
		Rescue Boggan	LCFR
		Rescue Alive	LCFR
9122	2004 Peterbuilt	Pumper Truck	LCFR
Unit #	Year/ Make/Model	Type of Vehicle	Fire Service
9106	1991 GMC	Pumper Truck	ZFR
9113	1990 Ford E350	Rescue Vehicle	ZFR
Unit #	Year/ Make/Model	Type of Vehicle	Fire Service
9115	1993 Ford E350	MCI Unit	MRES
1642	2003 Dodge Quad Cab	First Response Unit	MRES
9905	Director's Truck	First Response Unit	MRES

Fire Terms Glossary - Fire Services Task Force

Schedule "D"

1st Response MVC	Motor Vehicle Collision : 1st responders assessing scene and traffic control until Fire Services arrive on scene. (could begin basic rescue / extrication using hand tools)
All Structural	All types of buildings in all sizes. For example; house, shop, commercial buildings, schools etc.
Ancillary Buildings	Small out buildings. For example; outhouses, sheds etc.
Apparatus	Any vehicle provided with machinery, devices, equipment or materials for firefighting as well as vehicles used to transport firefighters or supplies.
Dangerous Goods	Any material or substance that may constitute an immediate or long term adverse effect to life, health, property or the environment when burned, spilled, leaked or otherwise released from its normal use, handling, storage or transportation environment and includes those products, substances and organisms covered by the Transportation of Dangerous Goods regulations.
Emergency Unit	Any vehicle operated for emergency purposes by the Fire Service whether on land, water or by air.
EMS Assist	Upon request, respond and assist the Emergency Medical Services "EMS" on ambulance responses. This could mean First Responders being initial contact on scene for patient assessment and treatment until EMS arrives.
Equipment	Any tools, contrivances, devices or material used by the Fire Service to combat an incident or other emergency.
Exterior Attack	Fire suppression to structures from the outside only, no suppression from within the structure.
Fire Protection	All aspects of fire safety including but not limited to fire prevention, fire fighting or suppression, pre-fire planning, fire investigation, public education and information, training or other staff development and advising, and any other response to an Incident authorized by Council to respond to from time to time.
Fire Service	Fire Services as established and organized for the Municipality pursuant to the provisions of this Bylaw consisting of, inter alia (among other things), all persons appointed or recruited to the various positions prescribed herein, all equipment, apparatus, materials and supplies used in the operation, maintenance and administration of the Fire Service, including fire stations.
First Responder Awareness Level	The First responder Awareness Level as identified by the National Fire Protection Association.
Grass Fire	Ground fire on developed yards endangering buildings. (no response to prairie or brush fires)
Hazmat Awareness	First responders at the awareness level are expected to recognize the presence of hazardous materials, protect themselves, call for trained personnel and secure the area.
Hazmat Operational	First responders at the operations level are expected to respond in a defensive fashion to control the release from a safe distance and keep it from spreading.
Hazmat Technician	Hazardous materials technicians are those persons who respond to releases or potential releases of hazardous materials for the purpose of controlling the release. Hazardous materials technicians are expected to use specialized chemical protective clothing and specialized control equipment.
Incident	A human-caused or natural occurrence, such as wildland fire or a house fire that requires emergency service action to prevent or reduce the loss of life or damage to property or natural resources.
Interior Attack	Fire suppression to structures with the attack from the inside of the structure.
Level of Service	An assessment that focuses on identifying the minimum level of fire response provided by the Municipality which is determined by the population, number of volunteers, call volumes, equipment, training and distance from other fire services.
MCI Unit	Mass Casualty Unit - This unit would respond to an incident where there is multiple casualties.
Member	Any person who is a duly appointed Member of the Fire Service including persons whom the Fire Ground Commander or his designate appoints as Members at the scene of an incident.
Rescue – High Angle	Any incident involving heights where repelling is required to carry out the rescue.
Rescue – MVC / Farm	Any incident involving any vehicle and or farm equipment which requires full rescue / extrication equipment.
Rescue – Water / Ice	Any incidents involving water and ice to which someone or something requires rescuing; utilizing the appropriate equipment and training.
Small Structural	Buildings such as small barns, graineries, detached garages.
SOP	Standard Operating Procedures are established or prescribed methods to be followed routinely for the performance of designated operations or in designated situations.
Structure Fire	A fire confined to and within any building, structure, machine, vehicle, or contents thereof and which will or may cause the destruction of or damage to the said building, structure, machine, vehicle, or the contents thereof or surrounding area, but excluding an incinerator fire.
Suppression	All the work of extinguishing or containing a fire, beginning with its discovery.
Trench Rescue	Any incident involving trenches where specialty trenching equipment is required.



M.D. of Mackenzie No. 23

Request For Decision

Meeting:	Regular Council
Meeting Date:	December 13, 2005
Presented By:	Paul Driedger Director of Planning, Emergency & Enforcement Services
Title:	Policy EMR004 "Level of Fire Service" Amendment La Crete Fire Rescue Tompkins District
Agenda Item No:	

BACKGROUND / PROPOSAL:

Policy EMR004 "Levels of Fire Service" is being brought forward to Council for an amendment. The amendment is to increase the Level of Fire Service for the Tompkins District which is an auxiliary of La Crete Fire Rescue Service. The Tompkins District is currently at a Level 2 (fire pump on trailer in un-heated shed for use by any community members) with Level 4 (small structure fires-exterior attack only and vehicle extrication-hand tools) and H-1 (hazmat awareness) training. La Crete Fire Rescue is currently at a Level 6, A, B, H-2 (NH₃). Copy of Levels of Fire Service Matrix attached.

The Tompkins District is currently at a Level 2 (fire pump on trailer in un-heated shed for use by any community members) with Level 4 (auxiliary to existing min. level 5 service for small structure fires (exterior attack only) and first response to motor vehicle collisions) and H-1 (hazmat awareness) which would require a front-mount pumper and basic fire station.

The proposal is to increase the Level of Fire Service for the Tompkins District to Level 4 (auxiliary to existing minimum Level 5 service for small structure fires (exterior attack only) and first response to motor vehicle collisions) and H-1 (hazmat awareness) which would require a front-mount pumper and basic fire station. The Tompkins district would still be an auxiliary of La Crete Fire Rescue as first response in the Tompkins, Bluehills and Steephill Creek area.

That a La Crete Fire Rescue Tompkins District Service be established in the Tompkins area with the first response area being everything west of the Steephill Creek.

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DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Level of Service

Attached is a copy of the powerpoint presentation I presented at the December 2, 2005 budget meeting outlining the current level of service and proposed level of service. The fire service members from the Tompkins District are have worked faithfully for the last couple of years since Council adopted Policy EMR004 to meet the requirements for an increase in the level of fire service for their community.

The proposed level of fire service increase for the Tompkins District meets all the requirements of Policy EMR004 for increasing the level of service.

In addition to increasing the current level for the Tompkins District from the current Level 2 with Level 4 & H-1 training to Level 4, H-1 the goal is to increase the desired level to include:

- Sub-Class A (water/ice)
 - With the Peace River and numerous other water bodies in the Tompkins area it would be beneficial to be trained to response to those types of emergencies.
- Sub-Class B (trench/confined space rescue),
 - With Tompkins being a large farming community it would be beneficial to have them trained as first responders to respond to confined space incidents.
- Sub-Class D (EMS Assist).
 - There has been a number of emergency medical responses in the Tompkins, Bluehills and Steephill Creek area that could have benefited from having First Responders available to respond and provide initial assessment and treatment.

The Policy EMR004 be amended to increase the Level of Service for the Tompkins District from the current "Level 2 with desired Level 4 & H-1 training" to Level 4, H-1 with desired Level 4, H-1, A, B & D.

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C.A.O.:

Establishment of a La Crete Fire Rescue Tompkins District Fire Station

After presenting the La Crete Fire Rescue Tompkins District powerpoint presentation to Council at the December 2, 2005 budget meeting Council requested administration look at rental shop options rather than purchasing property and building a fire station at this time due to the initial capital costs.

Throughout our options we will be using the proposed location identified in the powerpoint presentation as the "**proposed firehall site**" due to it's central location of the response area and close proximity to the Bluehills main access intersection with Hwy 697.

A number of locations were noted as rental options for either using an existing shop or constructing an addition onto an existing shop on a private property. Following are rental possibilities (8 options) for a proposed fire station in Tompkins. These options are also noted on the attached map. The costs as identified in the options are contractor estimates only and each site would have to be visited by a contractor to get a more accurate cost prior to tendering project.

The options are not in order of preference.

Option 1

Driedger, Dicky

- NE 11, TWP 104, RG 18
- On Highway 697, **1 mile west of proposed firehall site**
- Build a lean-to onto the end of a 40 ft wide cold storage shop & heat the lean-to. After this, the MD can stay as long as necessary, with no rent. He mentioned that the shop has never been inspected.

(\$70,000 - \$90,000) 20' wide x 40' long x 16' high complete construction of an addition onto an existing shop.

Option 2

Gerbrandt, Ben

- NW 7, TWP 104, RG 17
- On Highway 697, **beside the proposed firehall site**
- Shop 30x40, he is using it to fix vehicles this winter. However, they are willing to let the MD built a 20x40 addition to the back of the current shop, where the big door faces east. They would need to know the expenses that the MD puts into the building for future, rental agreements with the MD. The MD would be able to rent the shop for 2 years at \$600 a month (utilities would be covered with this amount), for a total of \$14,400 over 2 years. If the MD wanted to, they could make a second rental agreement to continue if they desired. Alternatively, if the MD went to buy the 3 acres any remaining expenses that were not taken of as rent from the initial building expenses would then go towards the purchase of the land. For example, if the initial building cost is \$20,000, and the rent for 2 years is \$14,400, there remains a difference of \$5,600. If the land price is \$9,000, the \$5,600 difference would go towards

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the purchase of the land, leaving \$3,400 left to be paid towards the land purchase. This \$3,400 is what the MD would then pay for the land. The land purchase could also be initiated before the 2 year rental agreement are over, with the same purchasing arrangement.

(\$70,000 - \$90,000) 20' wide x 40' long x 16' high complete construction of an addition onto an existing shop.

Option 3

Wieler, Charles

- SE 17, TWP 104, RG 17
- On Highway 697, **1.5 miles east of proposed firehall site**
- Build lean-to onto a cold storage shop and heat the lean-to. The MD gets to stay as long as necessary, with no rent. He is also was willing to sell piece for a firehall west off of the driveway he currently uses for a possible site for a firehall.

(\$70,000 - \$90,000) 20' wide x 40' long x 16' high complete construction of an addition onto an existing shop.

Option 4

Wieler, John & Justina


- NE 10, TWP 104, RG 17
- On Highway 697, **3.5 mile east of proposed firehall site**, 1.5 miles east of Tompkins Water Point
- They have a 40x60 cold storage shop (1 end door, 1 side door) that needs insulation, floor, heat and overhead door (door has arrived and needs to installed). The side door is at the back end of the shop and they would be willing to have the back 20 feet of the shop insulated, and floor put in for a rental bay. This bay has a side window and small entrance door. The utilities are on the yard and need to be installed in the shop. If this option is a serious option, the actual rental arrangement can be arranged.

(\$40,000 - \$50,000) This would be the complete construction of a bay in the existing shop which would be 20'wide x 40' long.

Option 5

Driedger, George

- NE 12, TWP 104, RG 17
- On Highway 697, **5.5 miles east of proposed firehall site**
- Cold storage 30x40 (1 end door) shop needs to insulation, heat, floor and door installed. It has power and natural gas at the shop. Arrange it the way you want it. He will not use this one (instead, he will build another shop for himself) and then, this one is a complete firehall. Rental arrangement is based on \$500 per month. It is arranged as follows. If the MD spends \$30,000 to finish it, at \$500 per month it equals \$6000 per year, which after 5 years would equal \$30,000. Therefore, the MD would have complete rental of

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the shop for 5 years. If they wish to continue with the rental after the initial contract, then another contract can be arranged for however many years at \$500 per month.

(\$40,000 - \$50,000) This would be the complete finish of a 30 ' x 40' cold storage (shell) shop to be utilized for the Fire Service.

Option 6

Zacharias, John

- NW 7, TWP 104, RG 16
- On Highway 697, **6 miles east of proposed firehall site**
- An insulated 32x48 (1 end door) shop, with a homemade overhead door that needs to be exchanged for a proper overhead door. The floor heat needs to be hooked up to a hot water tank, which is there (30-minute job). \$300 per month and the utilities are included in the rent. He would still want access to the workbench and wants to store small garden equipment and other such items in the shop.

(\$10,000 - \$12,000 plus rent, \$4,000) This would be to replace the overhead door and install overhead heat to the shop. The only disadvantage would be the shared use of the facility, which could cause concern for emergency services apparatus and equipment.

Option 7

Peters, Jake

- SW 1, TWP 104, RG 17
- 2 mile south of Highway 697 and 1 mile West or East depending on which Range road you take coming off of Highway 697.
- **8.5 miles southeast of proposed firehall site**
- He wants to add to his heated shop and is willing to give up one stall for the fire truck. This stall would be completely for the fire truck and supplies. Rental arrangements can be made.

(\$70,000 - \$90,000) 20' wide x 40' long x 16' high complete construction of an addition onto an existing shop.

Option 8

Wieler, Elmer

- NE 13, TWP 104, RG 18
- 0.5 miles north of Highway 697
- **0.5 miles north of proposed firehall site**
- 28x40 shop, Build lean-to and heat
- Willing to enter in rental agreement where the MD would stay for free in exchange for the shop in the end. Rental arrangement is based on \$500 per month. It is arranged as follows. If the MD spends \$60,000 to finish it, at \$500 per month it equals \$6000 per year, which after 10 years would equal \$60,000. Therefore, the MD would have complete rental of the shop for 10

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years. If they wish to continue with the rental after the initial contract, then another contract can be arranged for however many years at \$500 per month.

(\$70,000 - \$90,000) 20' wide x 40' long x 16' high complete construction of an addition onto an existing shop.

Option 9

NW 7, TWP 104, RG 17

- On Highway 697, **proposed firehall site**
- Purchase 3 acre parcel adjacent to Hwy 697
- Construct 40x40 firehall

(\$260,000) purchase and survey property, construct 40' x 40' building and yard preparation.

REVIEW OPTIONS

Best Options for firehall site

Options 1, 2, 3, 8 and 9 are the most central locations for a firehall site for response where the others are getting to be further away from the more central location along Hwy 697 for both the response area and the first responders.

Most Cost effective solution

Option 6 (John Zacharias) is the most cost effective solution as the shop is existing and only requires to replacement of the overhead door and installation of an overhead heater in the shop. The disadvantage are the location is not central to the response area or the first responders and the shared use of the facility, which could cause concern for emergency services apparatus and equipment.

Construction Costs

Option 9 is the purchase of property and construction of a firehall at a cost of \$260,000.

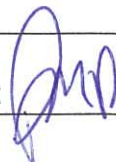
Options 1, 2, 3, 7 and 8 are all construction of an addition onto an existing shop on private property at a cost of \$70,000 - \$90,000.

Options 4 and 5 are existing shops that require major renovations to bring them to a proper heated facility for use as a firehall at a cost of \$40,000 - \$50,000.

Options 6 is an existing shop that requires minor renovation to bring it to a proper heated facility for use as a firehall at a cost of \$10,000 - \$12,000.

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COSTS / SOURCE OF FUNDING:

Capital

Option #	Cost	Preference	Construction
1	\$70,000 - \$90,000	#4	Addition
2	\$70,000 - \$90,000	#2	Addition
3	\$70,000 - \$90,000	#5	Addition
4	\$40,000 - \$50,000	#6	Major Renovation
5	\$40,000 - \$50,000	#7	Major Renovation
6	\$10,000 - \$12,000	#8	Minor Renovation
7	\$70,000 - \$90,000	#9	Addition
8	\$70,000 - \$90,000	#3	Addition
9	\$260,000	#1	New Firehall

Operating

- Firehall
 - utilities \$400.00/month \$4,800
 - maintenance \$100.00/month \$1,200
 - supplies (fuel, repairs, etc.) \$20,000
 - Member equipment & training included in LCFR budget

- **Estimated Operating (2006) \$26,000**


Recommended Options

1. *That an agreement be entered into for shop rental to house a fire truck and equipment from John Zacharias (Option 6) on a temporary basis until either recommendation 1 or 2 are completed.*

2. *That the 2006 Budget be amended to include the Tompkins District Fire Station project in the amount of \$260,000 Capital funds for the purchase of property and construction of a new firehall to be utilized from the Alberta Municipal Infrastructure Grant funding and \$26,000 Operating funds from General Operating,*

- or*

3. *That the 2006 Budget be amended to include the Tompkins District Fire Station project in the amount of \$90,000 Capital funds for the construction of an addition onto an existing private shop to be utilized from the Alberta Municipal Infrastructure Grant funding and \$26,000 Operating funds from General Operating.*

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RECOMMENDED ACTION:

Motion 1:

That a La Crete Fire Rescue Tompkins District Service be established in the Tompkins area with the first response area being everything west of the Steephill Creek.

Motion 2:

The Policy EMR004 be amended to increase the Level of Service for the Tompkins District from the current "Level 2 with desired Level 4 & H-1 training" to Level 4, H-1 with desired Level 4, H-1, A, B & D.

Motion 3:

That an agreement be entered into for shop rental to house a fire truck and equipment from John Zacharias (Option 6) on a temporary basis until either recommendation 1 or 2 are completed.

Motion 4:

That the 2006 Budget be amended to include the Tompkins District Fire Station project in the amount of \$260,000 Capital funds for the purchase of property and construction of a new firehall to be utilized from the Alberta Municipal Infrastructure Grant funding and \$26,000 Operating funds from General Operating,

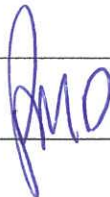
or

Motion 5:

That the 2006 Budget be amended to include the Tompkins District Fire Station project in the amount of \$90,000 Capital funds for the construction of an addition onto an existing private shop to be utilized from the Alberta Municipal Infrastructure Grant funding and \$26,000 Operating funds from General Operating.

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Municipal District of Mackenzie No. 23

Title	LEVEL OF FIRE SERVICE	Policy No.	EMR004
<p style="text-align: center;">Purpose</p> <p>To establish the minimum level of service for individual fire services provided in the municipality and to establish the process for approving the establishment or increase of fire services.</p>			
<p style="text-align: center;">Policy Statement and Guidelines</p> <p>The Municipality shall determine the level of fire services to be provided to its residents. The level of service shall be reviewed during the budget process.</p> <p style="text-align: center;">Such a review may result in an amendment to this policy.</p> <ol style="list-style-type: none">1. Fire Protection Response areas are identified on Schedule "A". (Attached Map)2. Different levels of service are listed on Schedule "B" (Attached), which may be amended from time to time considering all contributing factors.3. Fire Service Apparatus owned and approved for operations by the M.D., are listed on Schedule "C".(Attached)4. Fire terms glossary on Schedule "D". (Attached)5. To establish, enhance or change a Fire Service requested by Council, the public or by the existing Fire Service, the following process must be completed. <u>Step One</u> Application: Provide Council with the following items in the application.<ul style="list-style-type: none">• Type of fire service requested• Distance from existing fire services• Population of the area• Number of committed volunteer fire fighters• Level of community commitment• Call volume• Cost of equipment, apparatus, training etc.• Capital and annual operating costs• Letter of commitment from existing responding Fire Service• Other relevant information <u>Step Two</u> Council is to consider the criteria and determine:<ul style="list-style-type: none">• is it feasible to establish a new fire service and to what level, or• is it feasible to upgrade the existing fire service and to what level.			

Title	LEVEL OF FIRE SERVICE Con't	Policy No.	EMR004
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Step Three

Council may amend the Level of Service policy during the budget process or from time to time; identifying:

- the newly established fire service, or
- the increase in level of service of the existing fire service.

Step Four

Establish the appropriate SOP for the increased level of service.

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

	<u>Current Level</u>	<u>Desired Level</u>
a. Fort Vermillion Fire & Rescue	6, A	6, A, D, H-1
b. La Crete Fire & Rescue	6, A, H-1	6, A, B, D, H-1, H-2(NH ₃)
c. Zama Fire & Rescue	6**	6, D, H-1
d. High Level Fire Department	6 (Contract)	
e. Rainbow Lake Fire Department	6 (Contract)	
f. Tompkins*	4, H-1	4, A, B, D, H-1
g. Rocky Lane		Fire Services Agreement
h. Beaver Ranch		Fire Services Agreement

Reference to Schedule "B"

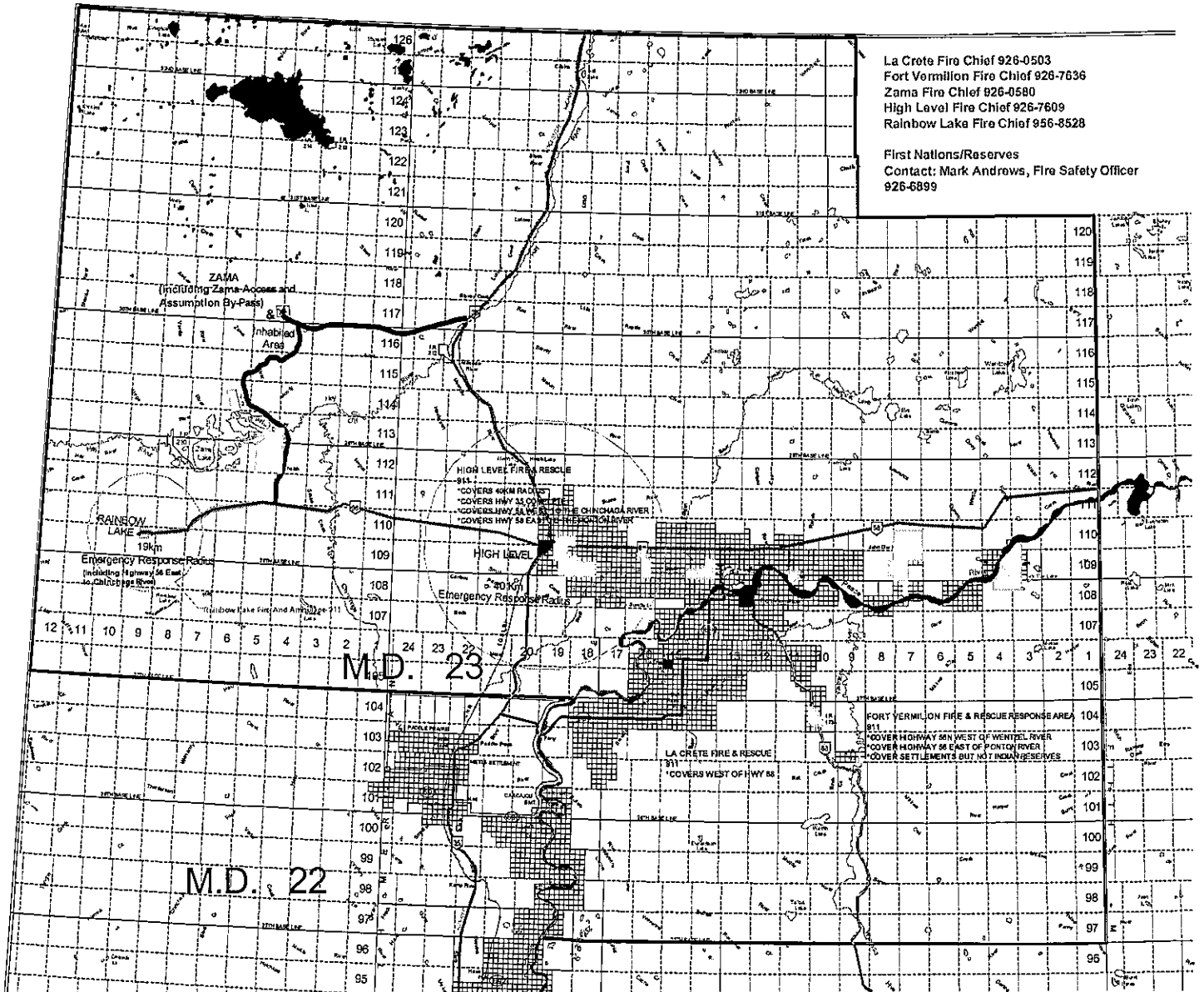
*Tompkins is part of La Crete Fire & Rescue and all aspects of the training to a Level 4, A, B, D & H-1 training be through the La Crete Fire & Rescue or Mackenzie Regional Emergency Services.

** Zama Fire & Rescue has 4 months to meet the Level 6 requirements.

	Date	Resolution Number
Approved	May 14, 2003	03-317
Amended	June 23, 2003	03-419
Amended	August 24, 2004	04-638
Amended	December 13, 2005	

Schedule "A"

EMERGENCY SERVICES RESPONSE AREAS



La Crete Fire Chief 926-0503
Fort Vermilion Fire Chief 926-7636
Zama Fire Chief 926-0580
High Level Fire Chief 926-7609
Rainbow Lake Fire Chief 956-8528

First Nations/Reserves
Contact: Mark Andrews, Fire Safety Officer
926-6899

Level of Fire Service

Schedule "B"

Level of Service	Type of Fire	Type of Station / Infrastructure	Operated By:	Apparatus Required	Equipment Required	Min # of Trained Members Responding	Min # of Members on Dept.	Min. Training Required
Level 1	Grass Fire	Fire Box	Used as First Response Only by Residents	None	4 Stroke Pump, Hose	N/A	N/A	Operating Instructions / Handling Procedures and Maintenance Program Listed on Box
Level 2	Ancillary Buildings	Fire Trailer, Small Shed (not heated)	Used as First Response Only by Residents	None	Trailer, Large 4 Stroke Pump, Hose	N/A	N/A	Operating Instructions / Handling Procedures and Maintenance Program Listed on Trailer
Level 3 Auxiliary to an existing Fire Service (Min. Level 5)	Small Structural Fires - EXTERIOR Attack Only	Basic Fire Station (Small Heated Garage)	Rural Trained Volunteers	Front Mount Pumper / Mini Pumper	Fully Equipped Apparatus, PPE, Rakes, Spades etc.	4	10	Basic Fire Fighter Training, Unit can only be used when 911 has been called and fire services are on their way
Level 4 Auxiliary to an existing Fire Service (Min. Level 5)	First Response to MVC & Level 3	Basic Fire Station (Small Heated Garage)	Rural Trained Volunteers	Front Mount Pumper / Mini Pumper	Fully Equipped Apparatus, PPE, VE Hand Tools	4	10	Basic Fire Fighter Training, Basic Vehicle Extrication, Unit can only be used when 911 has been called and fire services are on their way
Level 5	All Structural Fires Exterior & Interior Attack	Full Fire Station	Fire Services	Pumper, Tanker	Fully Equipped Apparatus, VE Hand Tools	As Per SOP	12	Fire Fighting 1 & 2, Pump A, Basic Vehicle Extrication
Level 6	Rescue - MVC / Farm & Level 5	Full Fire Station	Fire Services	Pumper, Rescue Unit, Tanker	Fully Equipped Apparatus, Full Extrication Equipment	As Per SOP	15	Fire Fighting 1 & 2, Pump A, Vehicle Extrication
Sub-Class A	Water / Ice Rescue	Min. Level 4 Fire Service	Min. Level 4 Fire Service	Boat and/or Water/Ice Rescue Apparatus	Water/Ice Rescue Equipment	4	Min. Level 4 Fire Service	Water / Ice Safety Training
Sub-Class B	Trench / Confined Space Rescue	Min. Level 4 Fire Service	Min. Level 4 Fire Service	Trailer and/or Equivalent	Shoring Equipment	4	Min. Level 4 Fire Service	Trench & Confined Space Training,
Sub-Class C	High Angle Rescue	Min. Level 4 Fire Service	Min. Level 4 Fire Service	None	High Angle Equipment	8	Min. Level 4 Fire Service	High Angle Training
Sub-Class D	EMS Assist	Min. Level 4 Fire Service	Rural Trained Volunteers	None	EMS Trauma Kit	As Per SOP	Min. Level 4 Fire Service	Emergency Medical Responder
Sub-Class H-1	Hazmat Awareness	Min. Level 4 Fire Service	Min. Level 4 Fire Service	None	Good Binoculars, Traffic Control Equipment	6+	Min. Level 4 Fire Service	Hazmat Awareness
Sub-Class H-2	Hazmat Operational	Min. Level 6 Fire Service	Min. Level 6 Fire Service	Hazmat Unit	Containment & Decontamination Equipment, Hazmat Gear & Full Level A & B Suits	12	Min. Level 6 Fire Service	Hazmat Operations

Schedule "C"

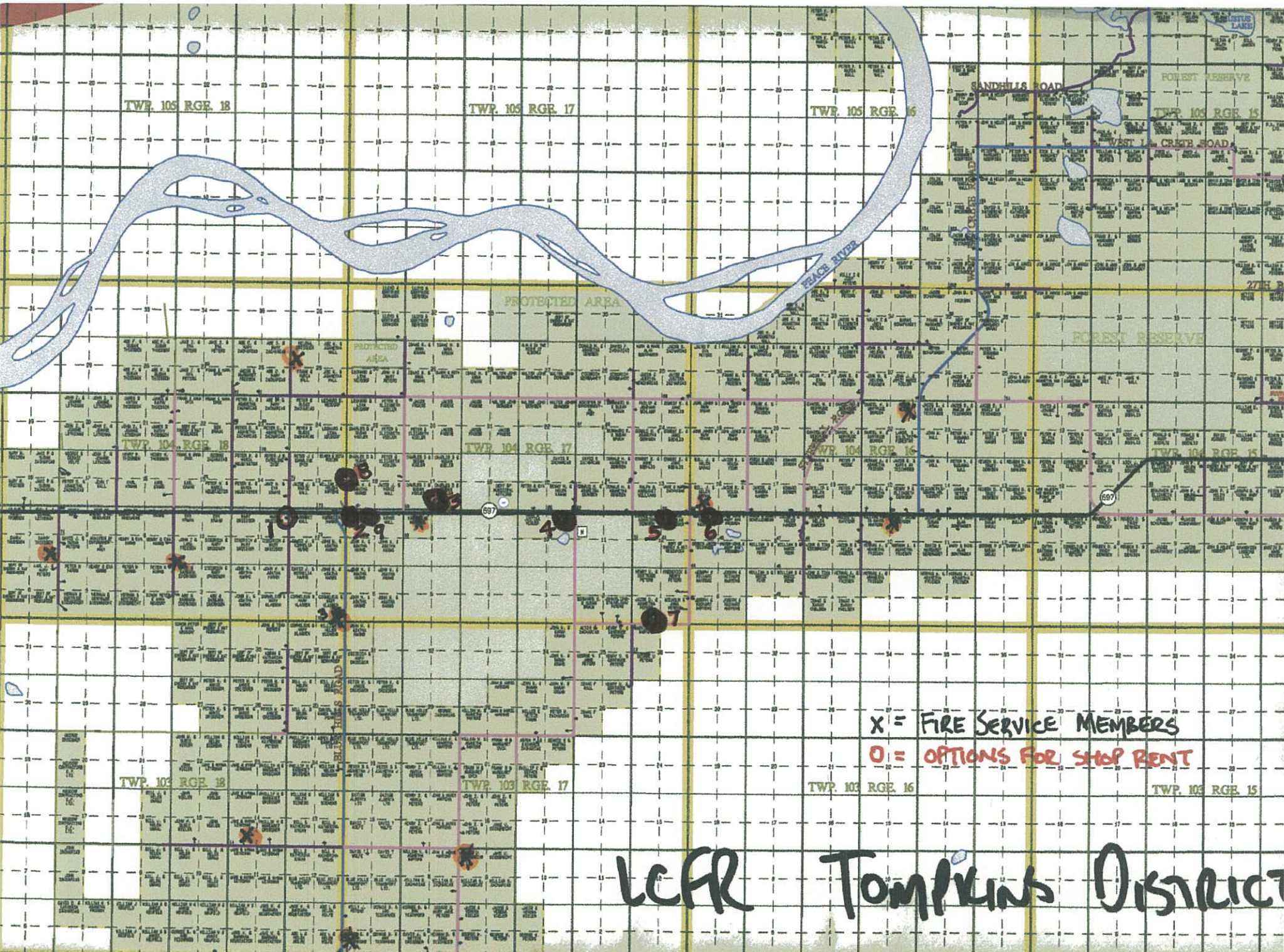
Fire Department Apparatus List

Unit #	Year/ Make/Model	Type of Vehicle	Fire Service
9104	1979 GMC	Pumper Truck	FVFR
9108	1991 GMC	Water Tanker	FVFR
9109	1994 GMC	Pumper Truck	FVFR
9117	1999 Quicksilver	Rescue Boat & Trailer	FVFR
		Rescue Boggan	FVFR
	New	Rescue Alive for 2003	FVFR
9121	2003 Freightliner	Rescue Vehicle	FVFR
Unit #	Year/ Make/Model	Type of Vehicle	Fire Service
9103	1977 GMC	Pumper Truck	LCFR
9105	1988 Ford	Pumper Truck	LCFR
9107	1991 GMC	Water Tanker	LCFR
9118	2001 Ford E350	Rescue Vehicle	LCFR
9119	2001 ZODIAC	Rescue Boat & Trailer	LCFR
		Rescue Boggan	LCFR
		Rescue Alive	LCFR
9122	2004 Peterbuilt	Pumper Truck	LCFR
Unit #	Year/ Make/Model	Type of Vehicle	Fire Service
9106	1991 GMC	Pumper Truck	ZFR
9113	1990 Ford E350	Rescue Vehicle	ZFR
Unit #	Year/ Make/Model	Type of Vehicle	Fire Service
9115	1993 Ford E350	MCI Unit	MRES
1642	2003 Dodge Quad Cab	First Response Unit	MRES
9905	Director's Truck	First Response Unit	MRES

Fire Terms Glossary - Fire Services Task Force

Schedule "D"

1st Response MVC	Motor Vehicle Collision : 1st responders assessing scene and traffic control until Fire Services arrive on scene. (could begin basic rescue / extrication using hand tools)
All Structural	All types of buildings in all sizes. For example; house, shop, commercial buildings, schools etc.
Ancillary Buildings	Small out buildings. For example; outhouses, sheds etc.
Apparatus	Any vehicle provided with machinery, devices, equipment or materials for firefighting as well as vehicles used to transport firefighters or supplies.
Dangerous Goods	Any material or substance that may constitute an immediate or long term adverse effect to life, health, property or the environment when burned, spilled, leaked or otherwise released from its normal use, handling, storage or transportation environment and includes those products, substances and organisms covered by the Transportation of Dangerous Goods regulations.
Emergency Unit	Any vehicle operated for emergency purposes by the Fire Service whether on land, water or by air.
EMS Assist	Upon request, respond and assist the Emergency Medical Services "EMS" on ambulance responses. This could mean First Responders being initial contact on scene for patient assessment and treatment until EMS arrives.
Equipment	Any tools, contrivances, devices or material used by the Fire Service to combat an incident or other emergency.
Exterior Attack	Fire suppression to structures from the outside only, no suppression from within the structure.
Fire Protection	All aspects of fire safety including but not limited to fire prevention, fire fighting or suppression, pre-fire planning, fire investigation, public education and information, training or other staff development and advising, and any other response to an incident authorized by Council to respond to from time to time.
Fire Service	Fire Services as established and organized for the Municipality pursuant to the provisions of this Bylaw consisting of, inter alia (among other things), all persons appointed or recruited to the various positions prescribed herein, all equipment, apparatus, materials and supplies used in the operation, maintenance and administration of the Fire Service, including fire stations.
First Responder Awareness Level	The First responder Awareness Level as identified by the National Fire Protection Association.
Grass Fire	Ground fire on developed yards endangering buildings. (no response to prairie or brush fires)
Hazmat Awareness	First responders at the awareness level are expected to recognize the presence of hazardous materials, protect themselves, call for trained personnel and secure the area.
Hazmat Operational	First responders at the operations level are expected to respond in a defensive fashion to control the release from a safe distance and keep it from spreading.
Hazmat Technician	Hazardous materials technicians are those persons who respond to releases or potential releases of hazardous materials for the purpose of controlling the release. Hazardous materials technicians are expected to use specialized chemical protective clothing and specialized control equipment.
Incident	A human-caused or natural occurrence, such as wildland fire or a house fire that requires emergency service action to prevent or reduce the loss of life or damage to property or natural resources.
Interior Attack	Fire suppression to structures with the attack from the inside of the structure.
Level of Service	An assessment that focuses on identifying the minimum level of fire response provided by the Municipality which is determined by the population, number of volunteers, call volumes, equipment, training and distance from other fire services.
MCI Unit	Mass Casualty Unit - This unit would respond to an incident where there is multiple casualties.
Member	Any person who is a duly appointed Member of the Fire Service including persons whom the Fire Ground Commander or his designate appoints as Members at the scene of an Incident.
Rescue – High Angle	Any incident involving heights where repelling is required to carry out the rescue.



TWP. 105 RGE. 18

TWP. 105 RGE. 17

TWP. 105 RGE. 16

TWP. 105 RGE. 15

PROTECTED AREA

FOREST RESERVE

TWP. 104 RGE. 18

TWP. 104 RGE. 17

TWP. 104 RGE. 16

TWP. 104 RGE. 15

TWP. 103 RGE. 18

TWP. 103 RGE. 17

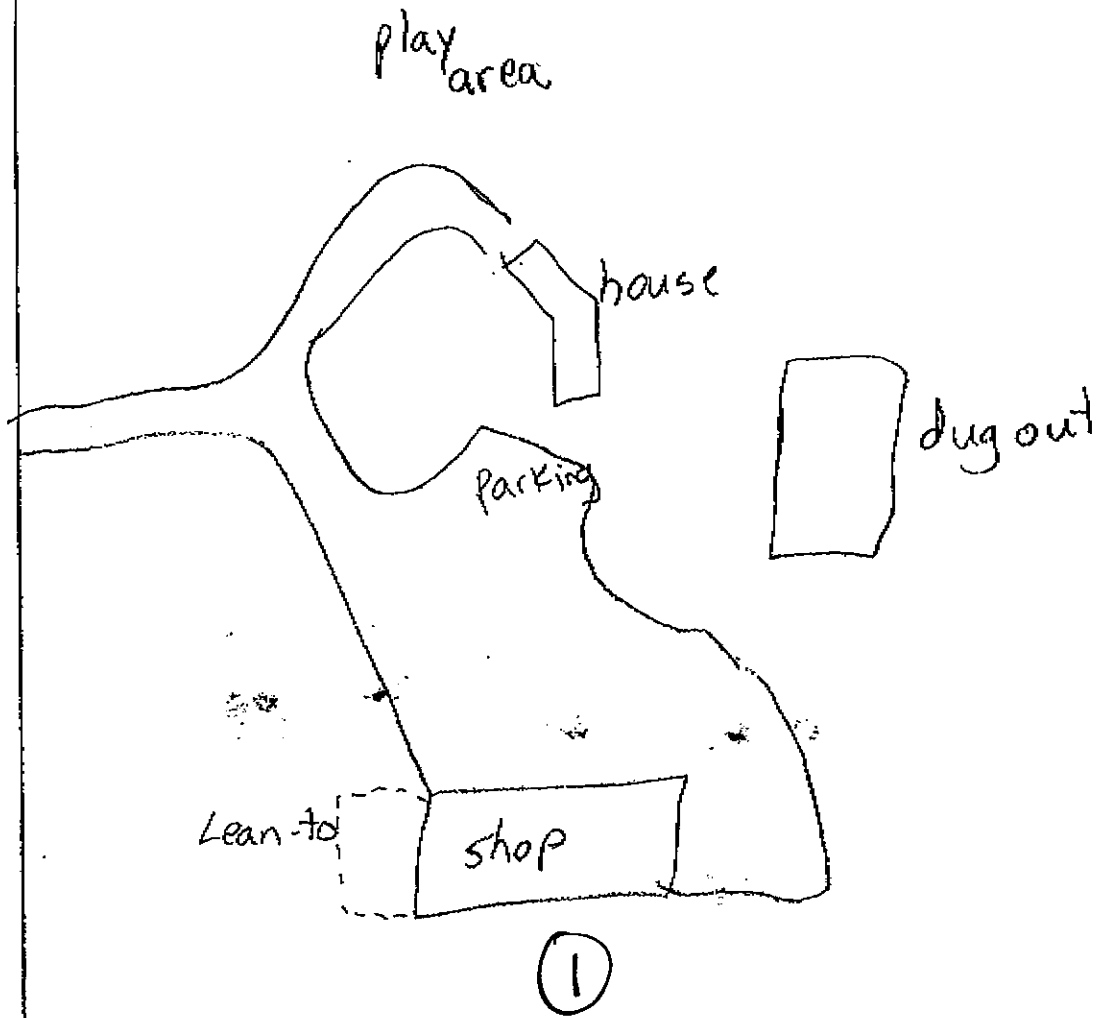
TWP. 103 RGE. 16

TWP. 103 RGE. 15

X = FIRE SERVICE MEMBERS
O = OPTIONS FOR SHOP RENT

LCFR Tompkins District

Dicky Driedger
NE 11, TWP 104, RG 18



Highway 697



Ben Gerbrandt
NW7, TWP 104, R6-17

Bluehills
Road

20 x 40 Bay

②

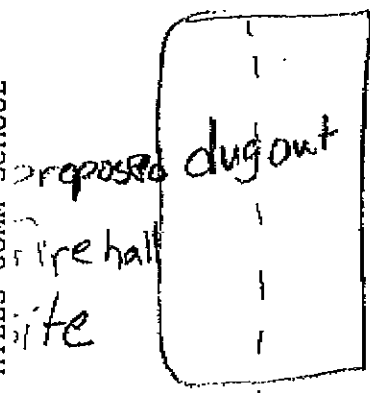


out buildings

trees

trees

Garden



Highway 697



Highway 697

Charles
Wieler

SE 17, TWP 104

RG 17

Possible land for
fire hall in this
area.



Dugout

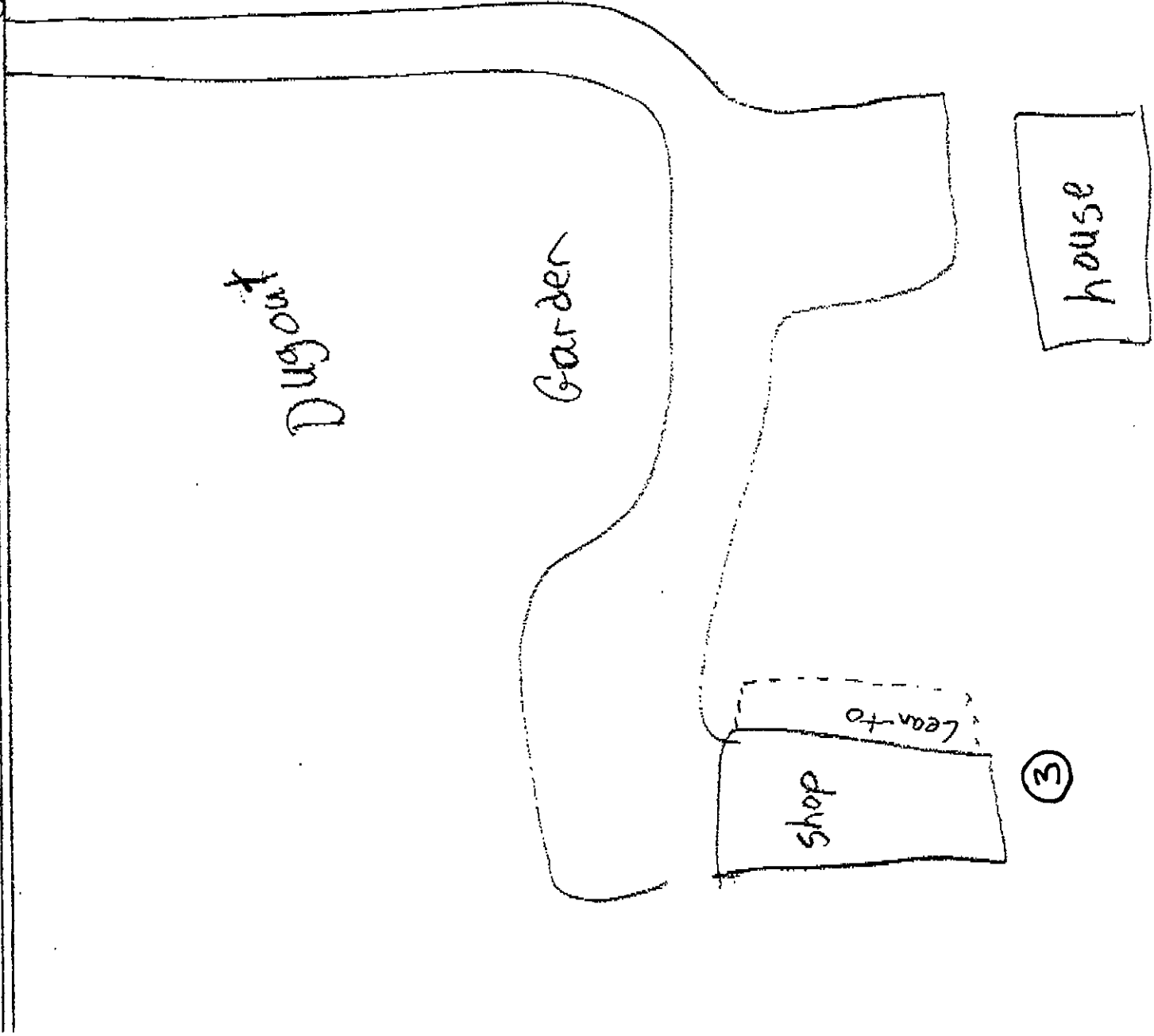
Garden

shop

lean-to

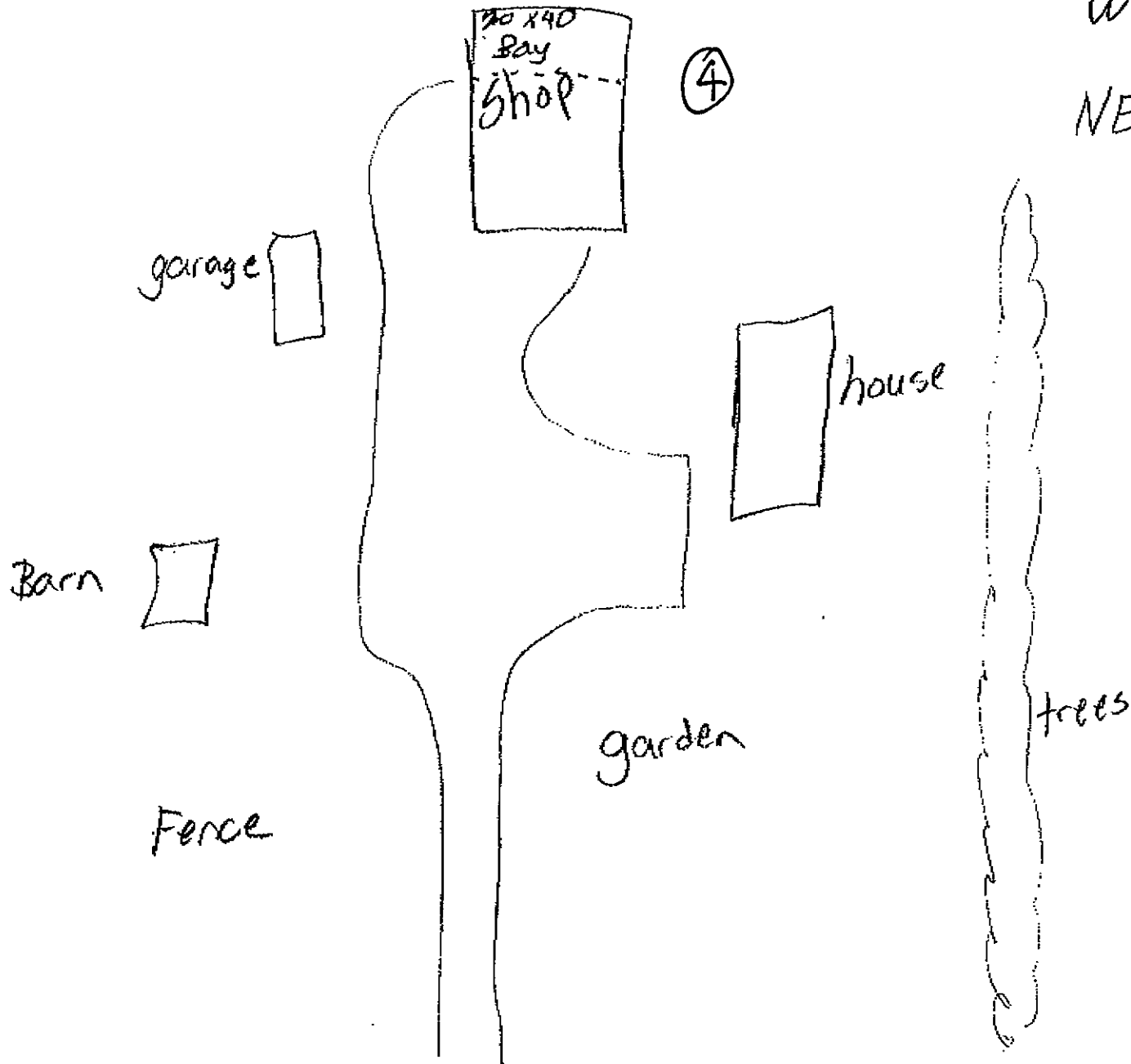
③

house



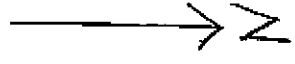
John & Justina
Wreter

NE 10, TWP 104
R617



Highway 697

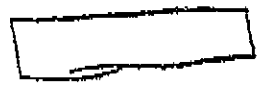
George Driedger
NE 17, TWP 104, R6 17



Highway 697

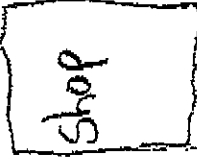
trees

mobile
home

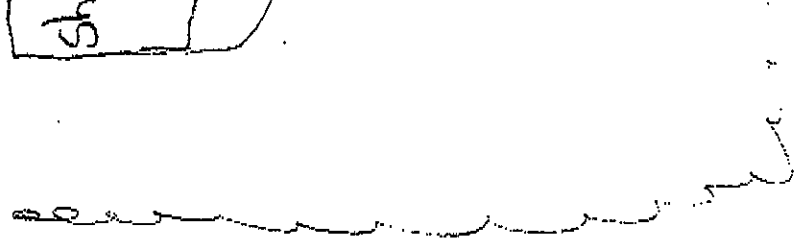


Row of trees

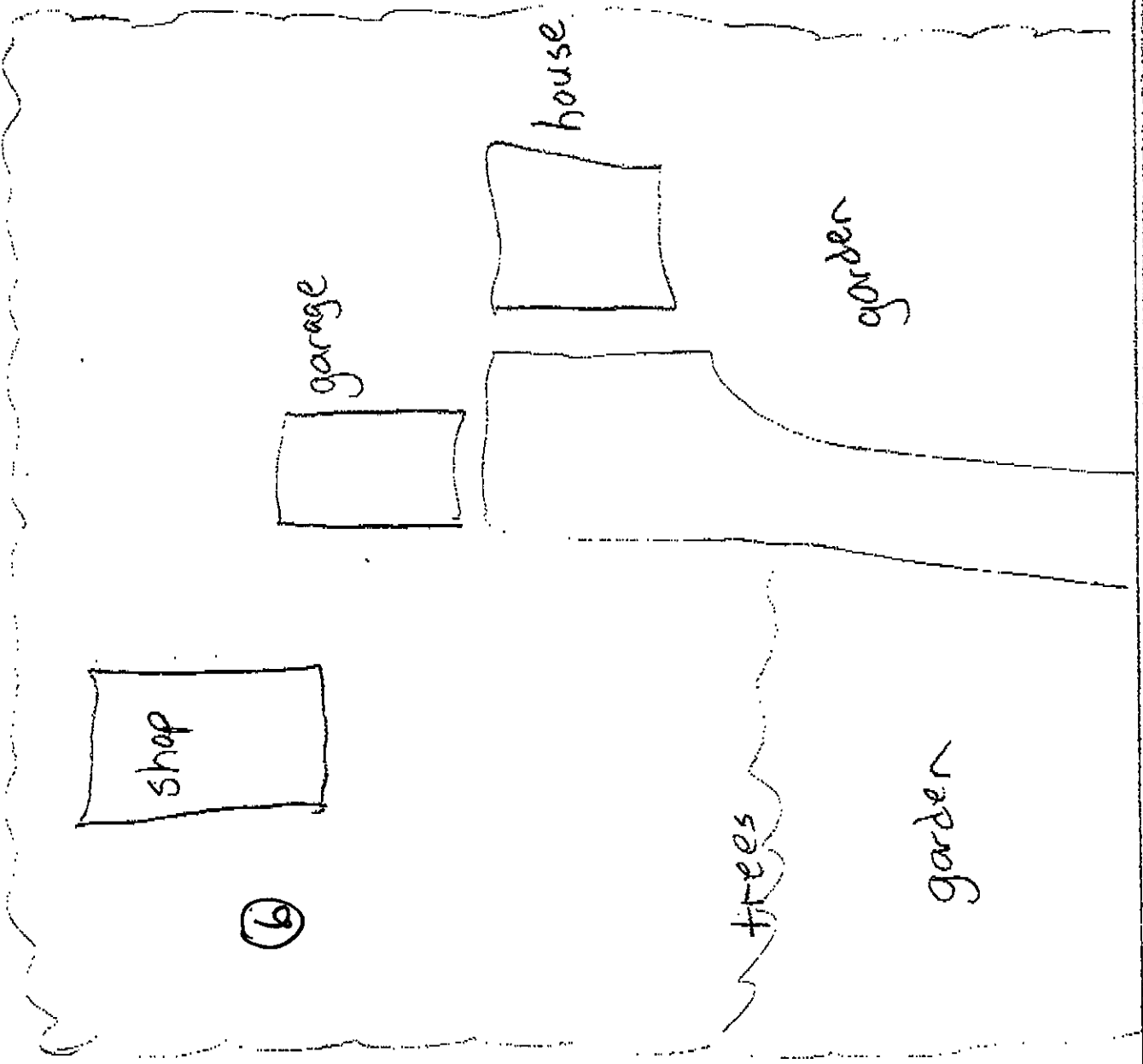
⑤



shop



John
Zacharias
NW 7, TWP 104
RG 16



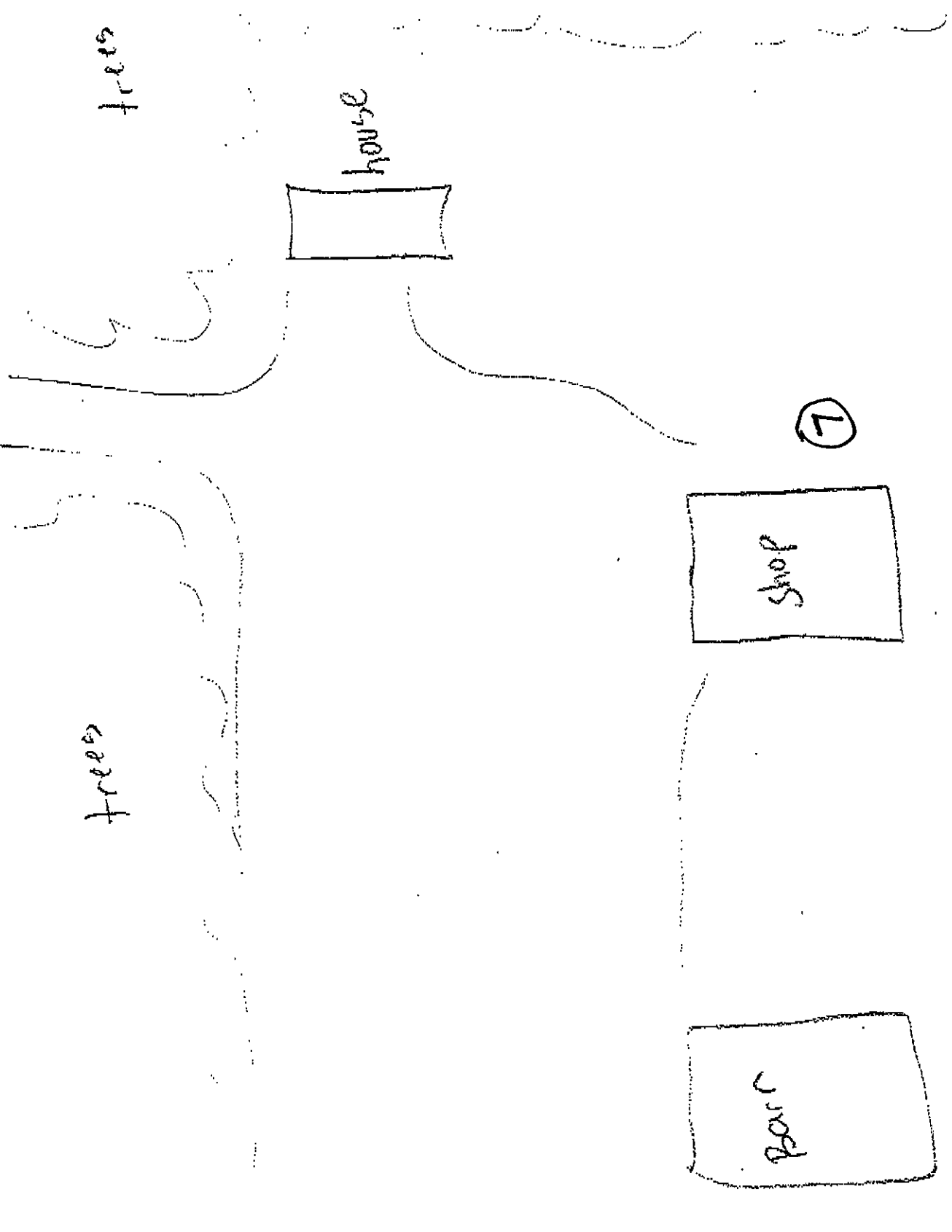
Fence

Highway 697

(9)

Sake Peters SW1, Twp 104, Rg 17

Township Road



Elmer Wieler

NW 13, TWP 104, R6G18

← Road to Highway 697

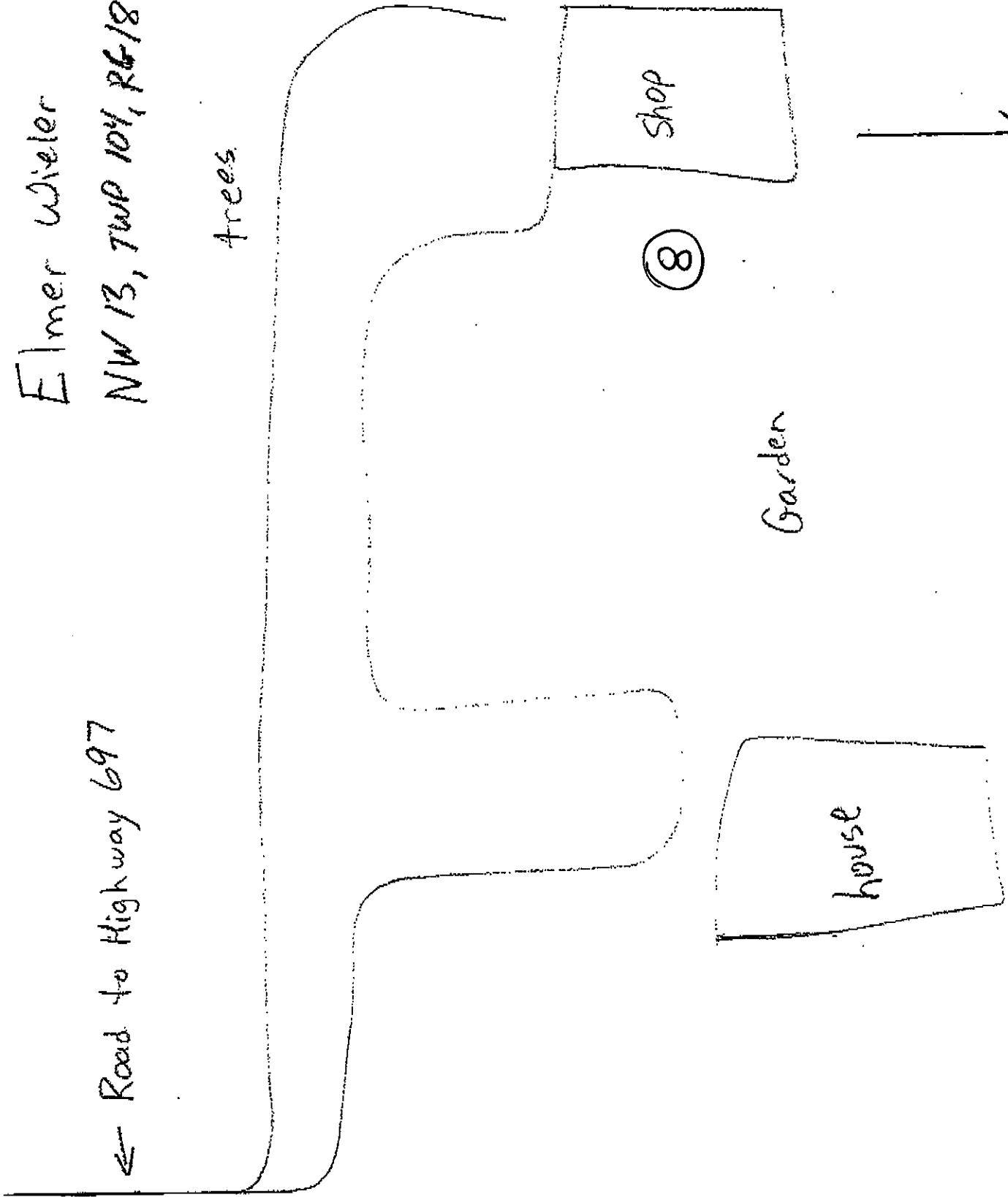
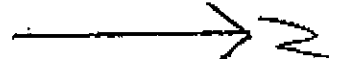
Trees

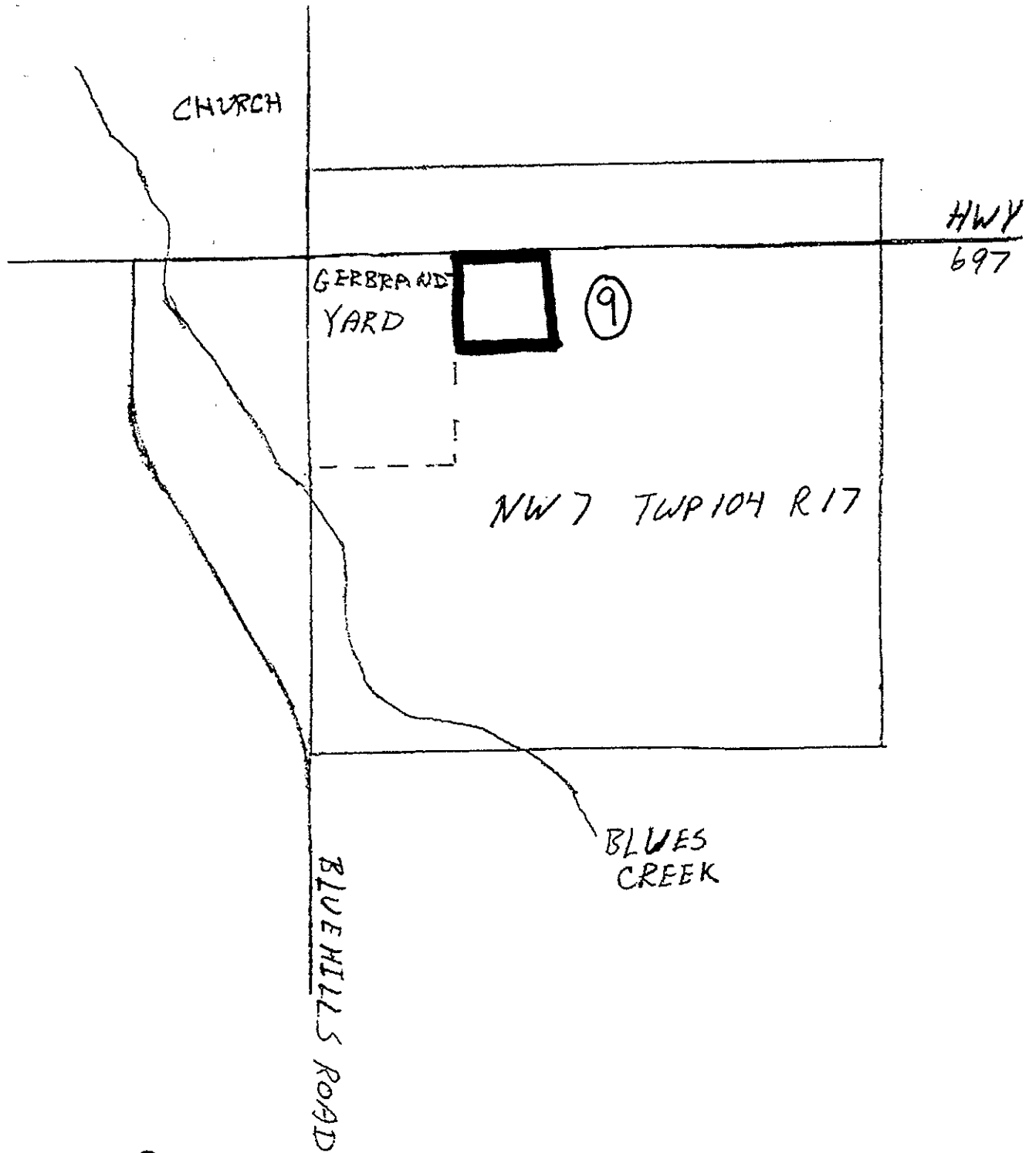
shop

8

Garden

house



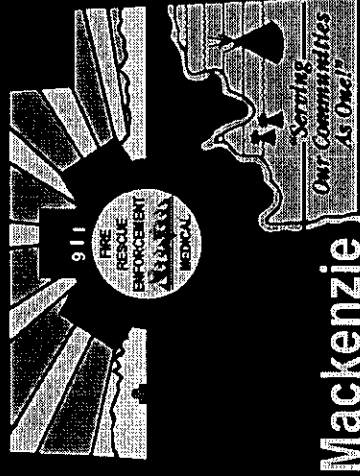


OPTION 9

1. About 3 acres,

1. About 3 acres,

La Crete Fire Rescue Tompkins District



Mackenzie
Regional Emergency Services

Presented to Municipal District of Mackenzie Council
December 2, 2005

10 h)

Tompkins District First Response

- Part of La Crete Fire Rescue but first response in the Tompkins / Bluehills / Steephill Creek area
- Currently 16 members from Tompkins District of La Crete Fire Rescue



POLICY EMR004 “Levels of Fire Service”

Municipal District of Mackenzie No. 23

Title	LEVEL OF FIRE SERVICE	Policy No.	EMR004
<p style="text-align: center;">Purpose</p> <p>To establish the minimum level of service for individual fire services provided in the municipality and to establish the process for approving the establishment or increase of fire services.</p>			
<p style="text-align: center;">Policy Statement and Guidelines</p> <p>The Municipality shall determine the level of fire services to be provided to its residents. The level of service shall be reviewed during the budget process.</p> <p style="text-align: center;">Such a review may result in an amendment to this policy.</p> <ol style="list-style-type: none"> 1. Fire Protection Response areas are identified on Schedule "A". (Attached Map) 2. Different levels of service are listed on Schedule "B" (Attached), which may be amended from time to time considering all contributing factors. 3. Fire Service Apparatus owned and approved for operations by the M.D., are listed on Schedule "C".(Attached) 4. Fire terms glossary on Schedule "D". (Attached) 5. To establish, enhance or change a Fire Service requested by Council, the public or by the existing Fire Service, the following process must be completed. <p style="margin-left: 20px;"><u>Step One</u> Application: Provide Council with the following items in the application.</p> <ul style="list-style-type: none"> • Type of fire service requested • Distance from existing fire services • Population of the area • Number of committed volunteer fire fighters • Level of community commitment • Call volume • Cost of equipment, apparatus, training etc. • Capital and annual operating costs • Letter of commitment from existing responding Fire Service • Other relevant information <p style="margin-left: 20px;"><u>Step Two</u> Council is to consider the criteria and determine:</p> <ul style="list-style-type: none"> • is it feasible to establish a new fire service and to what level, or • is it feasible to upgrade the existing fire service and to what level. 			

POLICY EMR004 "Levels of Fire Service" Cont'd

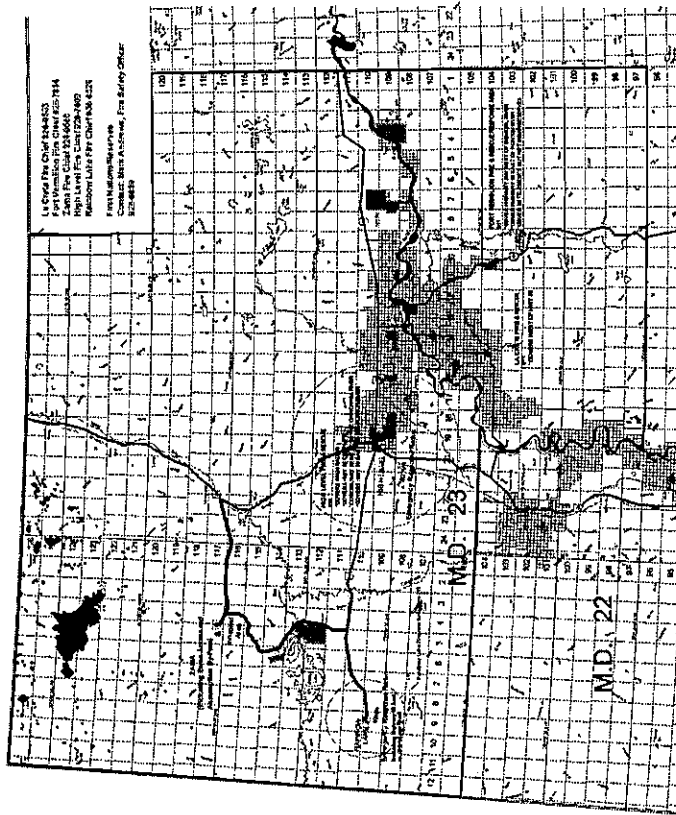
Title	LEVEL OF FIRE SERVICE Con't	Policy No.	EMR004																											
<p><u>Step Three</u> Council may amend the Level of Service policy during the budget process or from time to time; identifying:</p> <ul style="list-style-type: none"> the newly established fire service, or the increase in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

	Date	Resolution Number
Approved	May 14, 2003	03-317
Amended	June 23, 2003	03-419
Amended	August 24, 2004	04-638

POLICY EMR004 "Levels of Fire Service" Cont'd

Schedule "A"

EMERGENCY SERVICES RESPONSE AREAS



POLICY EMR004 "Levels of Fire Service" Cont'd

Level of Fire Service

Schedule "B"

Level of Service	Type of Fire	Type of Station / Infrastructure	Operated By	Apparatus Required	Equipment Required	Min # of Trained Members Responding	Min # of Members on Dept.	Min. Training Required
Level 1	Grass Fire	Fire Box	Used as First Response Only by Residents	None	4 Stroke Pump, Hose	N/A	N/A	Operating Instructions / Handling Procedures and Maintenance Program Listed on Box
Level 2	Ancillary Buildings	Fire Trailer, Small Shed (not heated)	Used as First Response Only by Residents	None	Trailer, Large 4 Stroke Pump, Hose	N/A	N/A	Operating Instructions / Handling Procedures and Maintenance Program Listed on Trailer
Level 3 Auxiliary to an existing Fire Service (Min. Level 5)	Small Structural Fires - EXTERIOR Attack Only	Basic Fire Station (Small Heated Garage)	Rural Trained Volunteers	Front Mount Pumper / Mini Pumper	Fully Equipped Apparatus, PPE, Rakes, Spades etc.	4	10	Basic Fire Fighter Training, Unit can only be used when 911 has been called and fire services are on their way
Level 4 Auxiliary to an existing Fire Service (Min. Level 5)	First Response to MVC & Level 3	Basic Fire Station (Small Heated Garage)	Rural Trained Volunteers	Front Mount Pumper / Mini Pumper	Fully Equipped Apparatus, PPE, VE Hand Tools	4	10	Basic Fire Fighter Training, Basic Vehicle Extrication, Unit can only be used when 911 has been called and fire services are on their way
Level 5	All Structural Fires Exterior & Interior Attack	Full Fire Station	Fire Services	Pumper, Tanker	Fully Equipped Apparatus, VE Hand Tools	As Per SOP	12	Fire Fighting 1 & 2, Pump A, Basic Vehicle Extrication
Level 6	Rescue - MVC / Farm & Level 5	Full Fire Station	Fire Services	Pumper, Rescue Unit, Tanker	Fully Equipped Apparatus, Full Extrication Equipment	As Per SOP	15	Fire Fighting 1 & 2, Pump A, Vehicle Extrication
Sub-Class A	Water / Ice Rescue	Min. Level 4 Fire Service	Min. Level 4 Fire Service	Boat and/or Water/Ice Rescue Apparatus	Water/Ice Rescue Equipment	4	Min. Level 4 Fire Service	Water / Ice Safety Training
Sub-Class B	Trench / Confined Space Rescue	Min. Level 4 Fire Service	Min. Level 4 Fire Service	Trailer and/or Equivalent	Shoring Equipment	4	Min. Level 4 Fire Service	Trench & Confined Space Training,
Sub-Class C	High Angle Rescue	Min. Level 4 Fire Service	Min. Level 4 Fire Service	None	High Angle Equipment	8	Min. Level 4 Fire Service	High Angle Training
Sub-Class H-1	Hazmat Awareness	Min. Level 4 Fire Service	Min. Level 4 Fire Service	None	Good Binoculars, Traffic Control Equipment	6+	Min. Level 4 Fire Service	Hazmat Awareness
Sub-Class H-2	Hazmat Operational	Min. Level 6 Fire Service	Min. Level 6 Fire Service	Hazmat Unit	Containment & Decontamination Equipment, Hazmat Gear & Full Level A & B Suits	12	Min. Level 6 Fire Service	Hazmat Operations

POLICY EMR004 "Levels of Fire Service" Cont'd

Schedule "C"

Fire Department Apparatus List

Unit #	Year/ Make/Model	Type of Vehicle	Fire Service
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9108	1991 GMC	Water Tanker	FVFR
9109	1994 GMC	Pumper Truck	FVFR
9117	1999 Quicksilver	Rescue Boat & Trailer	FVFR
		Rescue Boggan	FVFR
	New	Rescue Alive for 2003	FVFR
9121	2003 Freightliner	Rescue Vehicle	FVFR
Unit #	Year/ Make/Model	Type of Vehicle	Fire Service
9103	1977 GMC	Pumper Truck	LCFR
9105	1988 Ford	Pumper Truck	LCFR
9107	1991 GMC	Water Tanker	LCFR
9118	2001 Ford E350	Rescue Vehicle	LCFR
9119	2001 ZODIAC	Rescue Boat & Trailer	LCFR
		Rescue Boggan	LCFR
		Rescue Alive	LCFR
—	New	Pumper Truck Ordered	LCFR
Unit #	Year/ Make/Model	Type of Vehicle	Fire Service
9106	1991 GMC	Pumper Truck	ZFR
9113	1990 Ford E350	Rescue Vehicle	ZFR
Unit #	Year/ Make/Model	Type of Vehicle	Fire Service
9115	1993 Ford E350	MCI Unit	MRES

POLICY EMR004 "Levels of Fire Service" Cont'd

Fire Terms Glossary - Fire Services Task Force

Schedule "D"

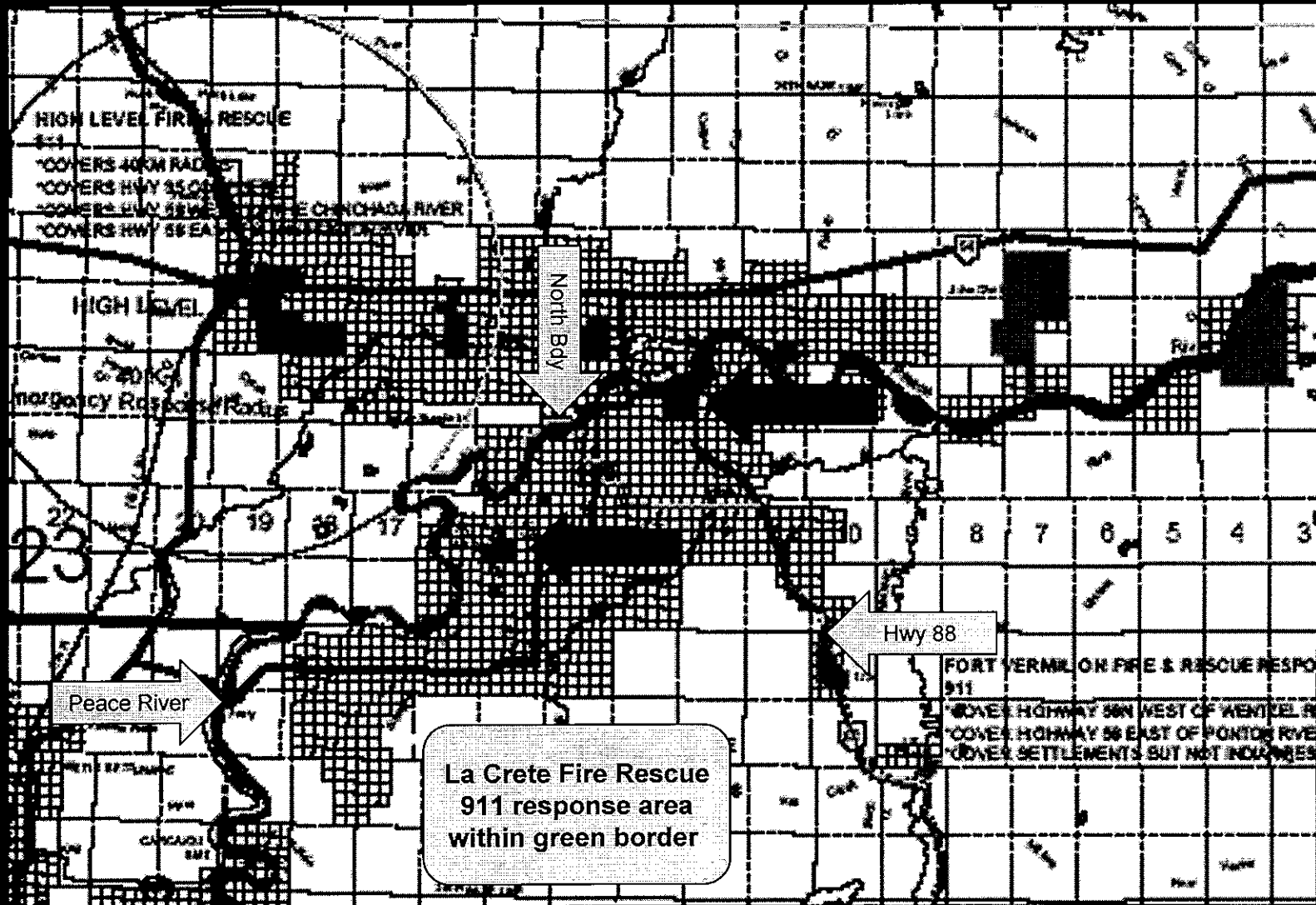
1st Response MVC	Motor Vehicle Collision : 1st responders assessing scene and traffic control until Fire Services arrive on scene. (could begin basic rescue / extrication using hand tools)
All Structural	All types of buildings in all sizes. For example; house, shop, commercial buildings, schools etc.
Ancillary Buildings	Small out buildings. For example; outhouses, sheds etc.
Apparatus	Any vehicle provided with machinery, devices, equipment or materials for firefighting as well as vehicles used to transport firefighters or supplies.
Dangerous Goods	Any material or substance that may constitute an immediate or long term adverse effect to life, health, property or the environment when burned, spilled, leaked or otherwise released from its normal use, handling, storage or transportation environment and includes those products, substances and organisms covered by the Transportation of Dangerous Goods regulations.
Emergency Unit	Any vehicle operated for emergency purposes by the Fire Service whether on land, water or by air.
Equipment	Any tools, contrivances, devices or material used by the Fire Service to combat an incident or other emergency.
Exterior Attack	Fire suppression to structures from the outside only, no suppression from within the structure.
Fire Protection	All aspects of fire safety including but not limited to fire prevention, fire fighting or suppression, pre-fire planning, fire investigation, public education and information, training or other staff development and advising, and any other response to an incident authorized by Council to respond to from time to time.
Fire Service	Fire Services as established and organized for the Municipality pursuant to the provisions of this Bylaw consisting of, inter alia (among other things), all persons appointed or recruited to the various positions prescribed herein, all equipment, apparatus, materials and supplies used in the operation, maintenance and administration of the Fire Service, including fire stations.
First Responder Awareness Level	The First responder Awareness Level as identified by the National Fire Protection Association.
Grass Fire	Ground fire on developed yards endangering buildings. (no response to prairie or brush fires)
Hazmat Awareness	First responders at the awareness level are expected to recognize the presence of hazardous materials, protect themselves, call for trained personnel and secure the area.
Hazmat Operational	First responders at the operations level are expected to respond in a defensive fashion to control the release from a safe distance and keep it from spreading.
Hazmat Technician	Hazardous materials technicians are those persons who respond to releases or potential releases of hazardous materials for the purpose of controlling the release. Hazardous materials technicians are expected to use specialized chemical protective clothing and specialized control equipment.
Incident	A human-caused or natural occurrence, such as wildland fire or a house fire that requires emergency service action to prevent or reduce the loss of life or damage to property or natural resources.
Interior Attack	Fire suppression to structures with the attack from the inside of the structure.
Level of Service	An assessment that focuses on identifying the minimum level of fire response provided by the Municipality which is determined by the population, number of volunteers, call volumes, equipment, training and distance from other fire services.
MCI Unit	Mass Casualty Unit - This unit would respond to an incident where there is multiple casualties.
Member	Any person who is a duly appointed Member of the Fire Service including persons whom the Fire Ground Commander or his designate appoints as Members at the scene of an incident.
Rescue - High Angle	Any incident involving heights where repelling is required to carry out the rescue.
Rescue - MVC / Farm	Any incident involving any vehicle and or farm equipment which requires full rescue / extrication equipment.
Rescue - Water / Ice	Any incidents involving water and ice to which someone or something requires rescuing; utilizing the appropriate equipment and training.
Small Structural	Buildings such as small barns, graineries, detached garages.
SOP	Standard Operating Procedures are established or prescribed methods to be followed routinely for the performance of designated operations or in designated situations.
Structure Fire	A fire confined to and within any building, structure, machine, vehicle, or contents thereof and which will or may cause the destruction of or damage to the said building, structure, machine, vehicle, or the contents thereof or surrounding area, but excluding an incinerator fire.
Suppression	All the work of extinguishing or containing a fire, beginning with its discovery.
Trench Rescue	Any incident involving trenches where specialty trenching equipment is required.

To Establish, Enhance or Change a Fire Service

Application Process

- STEP 1 - Provide Council with an application that includes a specific time line
- STEP 2 - Council will consider the criteria given
- STEP 3 - Council will amend the Level of Fire Service policy
- STEP 4 - Establish appropriate SOP's (Standard Operating Procedures) for the new fire service

La Crete Fire Rescue Service Area



To Establish, Enhance or Change a Fire Service

Step 1

Fire Service Requested

- Fire Service requested by the Tompkins First Response Team
 - Level 4 (Auxiliary to an existing Fire Service) with H-1 Training
 - Training required:
 - Basic Fire Fighter Training
 - Basic Vehicle Extrication
 - Hazmat Awareness

****UNIT CAN ONLY BE USED WHEN 911 HAS BEEN CALLED AND FIRE SERVICES ARE ON THE WAY****

Step 1 Cont'd

Distance from Existing Fire Service

- La Crete Fire Hall is approximately 46-48 km's from the proposed site options

Population of the Area

- 943 (from Steephill Creek and West)

Number of Committed Volunteer Fire Fighters

- 16

Henry Driedger – Teacher

Janessa Conner – Teacher

Corny Teichroeb – Farmer

Frank Martens – Forestry / Small Engine Mechanic

Dave Fehr – Forestry

Charles Wieler – Water Hauler / Farmer

Billie Unrau – Farmer / Logging

Cornie Wiebe – Plumber

Jacob Wiebe – Teacher

Shelly Banman – T/A Bus Driver

John Friesen – Forestry / WoodWorking

Greg Luchak – Teacher

Peter Wiebe – Sawmill Foreman

Jake Peters – Water Hauler

Jake Giesbrecht – Trucker / Forestry

Peter Bergen – Forestry / Mechanic

Level of Community Commitment

- Letters of Support

Step 1 Cont'd

Statistics for responses in the proposed Tompkins District First Response area

- 2000 – 5
 - 3 Fire Calls, 2-911 Calls and 1-Self Call
 - 2 Ambulance Calls, 1-911 Call and 1-Self Call
- 2001 – 4
 - 2 Fire Calls, 1-911 Call and 1-Self Call
 - 2 Ambulance Call both Self Calls
- 2002 – 3
 - 1 Fire Call, 911 Call
 - 2 Ambulance Calls, 1-911 Call and 1-Self Call
- 2003 – 7
 - 3 Fire Calls, 1-911 Call and 2-Self Calls
 - 4 Ambulance Calls, 2-911 Calls and 2-Self Calls
- 2004 – 6
 - 4 Fire Calls, 2-911 Calls and 2-Local Calls
 - 2 Ambulance Calls, both 911 Calls
- 2005 – 11 (Up to and including October 9, 2005)
 - 3 Fire Calls, 1-911 Call, 1-Self Call and 1-Local Call
 - 8 Ambulance Calls, 3-911 Calls and 5-Self Calls

**** ONLY 17 - 911 Calls Reported (Usually due to the distance and response time of the existing service). ****

Step 1 Cont'd

Cost of Equipment, Apparatus, Training, etc.

- Move 1979 front mount pumper from LCFR to Tompkins (fully equipped)
- Firehall including property \$319,000
- Training, Utilities, Supplies, etc. \$26,000

Capital and Annual Operating Costs (2006)

- Capital
 - Firehall including property \$319,000
- Operating (approximately)
 - Firehall
 - utilities \$400.00/month \$4,800
 - maintenance \$100/month \$1,200
 - supplies (fuel, repairs, etc) \$20,000
 - Member equipment & training included in LCFR budget

- **TOTAL Capital & Operating (2006) \$345,000**

Letter of Commitment from Existing Responding Fire Service

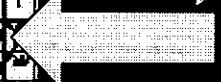
•

Other Relevant Information

Proposed Response Area for Tompkins District First Response



Steephill Creek
is East Bdy of
First Response
Area



Step 2

- Council is to consider the criteria and determine:
 - Is it feasible to establish a new fire service and to what level
 - Members have been training for 2 years as part of La Crete Fire Rescue
 - Front mount pumper was kept in the event that a higher level of service was established for the Tompkins area in which case the unit could be used as an initial attack unit until La Crete Fire Rescue arrives on scene.
 - Is it feasible to upgrade the existing fire service and to what level.
 - Current Level
 - Level 2 with Level 4 and H-1 Training
 - Proposed Level
 - Level 4 with H-1 Training

**** The Tompkins members on La Crete Fire Rescue have committed themselves to providing a service to their community. They have actively attended practices in La Crete for 2 years, established a Society for fundraising and continue to strive towards having their own first response fire service in Tompkins. ****

Step 3

- Council may amend the Level of Service policy during the budget process or from time to time; identifying:
 - the newly established fire service, or
 - the increase in level of service of the existing fire service.

**** This proposal would be an “increase in level of service of the existing fire service” as Council has identified Tompkins as an auxiliary Level 2 Service of La Crete Fire Rescue. This increase would be in accordance to the Level of Fire Service Policy EMR004. ****

Step 4

- Establish the appropriate SOP's (Standard Operating Procedures) for the increased level of service or new fire service.

**** Our current SOP's would require to be amended to accommodate the additional Fire District under the auspices of La Crete Fire Rescue. ****



Level 4 Fire Service

- Auxiliary to an existing fire service that holds a minimum of a Level 5 level of service
- First Response to MVC (Motor Vehicle Collisions) and to any Level 3 type incidents
- Requires a basic fire station or a small heated garage and is operated by rural trained volunteers
- Requires a front mount pumper or a mini pumper and must be fully equipped, have Personal Protective Equipment (PPE) and Vehicle Extrication (VE) hand tools.
- Must be a minimum of 4 trained members responding to an incident with a minimum of 10 members on the department

**** Currently the La Crete Fire Rescue Tompkins District First Response meets all the requirements of the Level 4 Fire Service. ****



Sub-Class H-1

- Classified as Hazmat Awareness
- Requires a minimum of a Level 4 level of service
- Requires binoculars
- Requires traffic control equipment
- Requires a minimum of 6 trained members responding to a hazardous materials incident
- The 6 trained members must also have the hazmat awareness training

**** Currently the La Crete Fire Rescue Tompkins District First Response meets all the requirements of the Sub Class H-1. ****

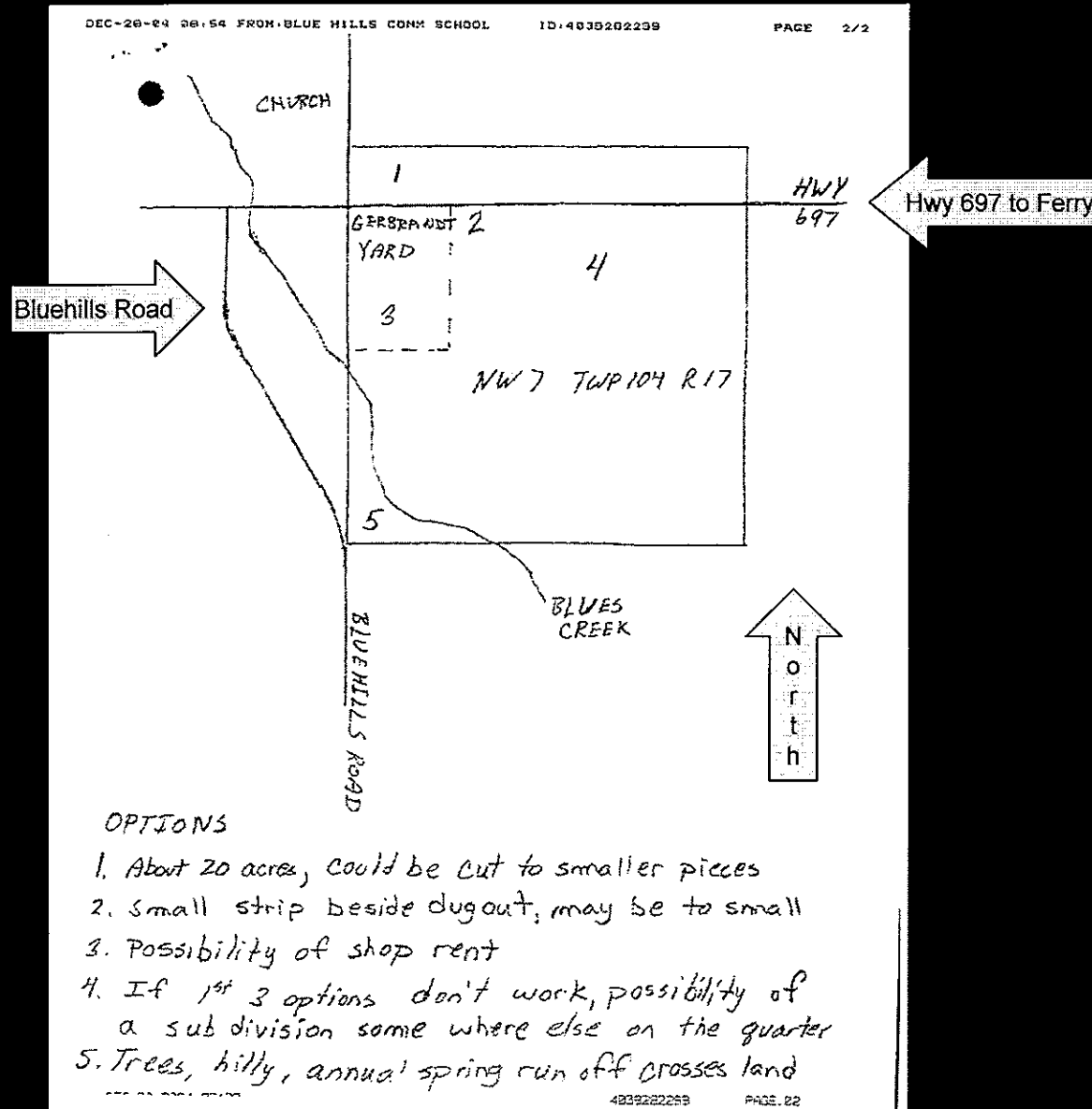
Policy EMR004 Level of Fire Service Matrix

Level of Service	Type of Fire	Type of Station / Infrastructure	Operated By:	Apparatus Required	Equipment Required	Min # of Trained Members Responding	Min # of Members on Dept.	Min. Training Required
Level 2	Ancillary Buildings	Fire Trailer, Small Shed (not heated)	Used as First Response Only by Residents	None	Trailer, Large 4 Stroke Pump, Hose	N/A	N/A	Operating Instructions / Handling Procedures and Maintenance Program Listed on Trailer
Level 4 Auxiliary to an existing Fire Service (Min. Level 5)	First Response to MVC & Level 3	Basic Fire Station (Small Heated Garage)	Rural Trained Volunteers	Front Mount Pumper / Mini Pumper	Fully Equipped Apparatus, PPE, VE Hand Tools	4	10	Basic Fire Fighter Training, Basic Vehicle Extrication, Unit can only be used when 911 has been called and fire services are on their way
Sub-Class A	Water / Ice Rescue	Min. Level 4 Fire Service	Min. Level 4 Fire Service	Boat and/or Water/Ice Rescue Apparatus	Water/Ice Rescue Equipment	4	Min. Level 4 Fire Service	Water / Ice Safety Training
Sub-Class B	Trench / Confined Space Rescue	Min. Level 4 Fire Service	Min. Level 4 Fire Service	Trailer and/or Equivalent	Shoring Equipment	4	Min. Level 4 Fire Service	Trench & Confined Space Training,
Sub-Class H-1	Hazmat Awareness	Min. Level 4 Fire Service	Min. Level 4 Fire Service	None	Good Binoculars, Traffic Control Equipment	6+	Min. Level 4 Fire Service	Hazmat Awareness

Options for Site of La Crete Fire Rescue Tompkins District Station

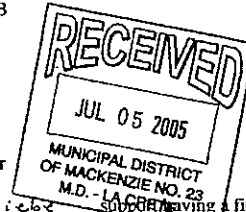
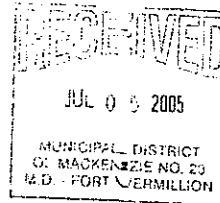
- Proposed area required is 3 acres in size.
- Proposed locations are adjacent to Hwy 697 in close proximity of the local road turnoff to the Bluehills Community School.
- Distance from La Crete to the proposed sites is 46-48 km's.
- Distance from La Crete to the Bluehills Community School is approximately 50 km's.
- There is a water source (dugout) situated at one of the proposed locations that could be accessed for use by the Tompkins District Station site.

Site Options for proposed Tompkins District Station



Jacob Wiebe Letter of Support

Paul Driedger
Director of Emergency Services, MD#23
Box 640
Fort Vermilion, AB
T0H 1N0
1-780-928-3983



Date: June 28, 2005

Dear: Mr. Driedger

I, Jacob Wiebe ⁵⁰⁸⁸ ~~support~~ ^{support} a fire department and fire hall in the Bluehills, Tompkins Landing and Steephill Creek areas. I support the fire department because:

- the Blue Hills fire Dept. is too far away
- we have a committed # of fire fighters from
Blue Hills / Tompkins Landing / Steephill Creek that
are members of the La Crete Fire Dept and
could man a Blue Hills Fire Dept.

Jacob Wiebe
(Signature)
Jacob Wiebe
(Please Print Name)

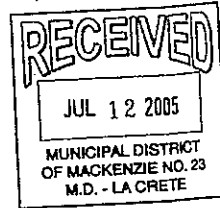
You can contact me at:
Box: 53
Town: Buffalo Head Prairie Province: AB
Postal Code: T0H 4A0
Phone
Home: 928-4871
Work: 928-3632
Cell: _____

Hand into the MD office in La Crete or mail it.

Eva Krahn Letter of Support

Paul Driedger
Director of Emergency Services, MD#23
Box 640
Fort Vermilion, AB
T0H 1N0

1-780-928-3983



Date: July 4/05

Dear: Mr. Driedger

I, Eva KRAHN support having a fire department and fire hall in the Bluehills, Tompkins Landing and Steephill Creek areas. I support the fire department because:

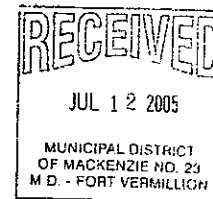
we live 30 minutes from La Crete.

Eva Krahn
(Signature)
Eva Krahn
(Please Print Name)

You can contact me at:
Box: 1101
Town: La Crete Province: AB
Postal Code: T0H-2H0

Phone
Home: 928-3684
Work: 928-3632
Cell: _____

Hand into the MD office in La Crete or mail it.



John & Justina Wieler Letter of Support

Paul Driedger
Director of Emergency Services, MD#23
Box 640
Fort Vermilion, AB
T0H 1N0

1-780-928-3983

Date: July 6/05

Dear Mr. Driedger

We, John & Justina support having a fire department and fire hall in the Bluehills, Tompkins Landing and Steephill Creek areas. I support the fire department because:

We have had accidents & fires at the Tompkins area and it feels like long time till the La Crete Fire Dept. can be there to help.
If we could have a fire hall for a first response at this area, in a few years we would all be thankful.
We have people interested here as we have enough men working as fire fighters - we can see they care for their families and the community.

John Wieler
Justina Wieler
(Signature) John Wieler
Justina Wieler
(Please Print Name)

You can contact me at:

Box: Box 47
Town: Buffalo Head Prairie Province: AB.
Postal Code: T0H 4A0

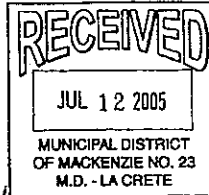
Phone
Home: 928-2495
Work: 928-0006
Cell: 928-0675

Hand into the MD office in La Crete or mail it.

Charles Wieler Letter of Support

Paul Driedger
Director of Emergency Services, MD#23
Box 640
Fort Vermilion, AB
T0H 1N0

1-780-928-3983



Date: June 30/05

Dear: Mr. Driedger

I, Charles Wieler support having a fire department and fire hall in the Bluehills, Tompkins Landing and Steephill Creek areas. I support the fire department because:

① I'm a member, and i think there is a need for a department and a fire hall close by.

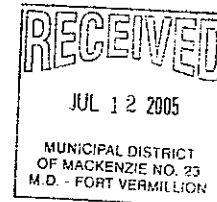
A handwritten signature in black ink, appearing to read "Charles Wieler".

(Signature)
CHARLES WIELER
(Please Print Name)

You can contact me at:
Box: 1557
Town: La Crete Province: Alberta
Postal Code: T0H 2H0

Phone
Home: 928-2077
Work: 926-1349/247
Cell: 341-9207

Hand into the MD office in La Crete or mail it.



Letter of Commitment



La Crete Fire & Rescue

Box 358 La Crete, AB T0H 2H0
Phone : 780-928-3869
Fax : 780-928-2804
Email : lcfrr@md23.ab.ca



December 1, 2005

Paul Driedger, Director of Emergency Services
MD of Mackenzie
Box 708
La Crete, AB T0H 2H0

Dear Mr. Driedger,

RE: Tompkins District First Response

As the Fire Chief for La Crete Fire Rescue, I support to the establishment of a Tompkins District First Response team.

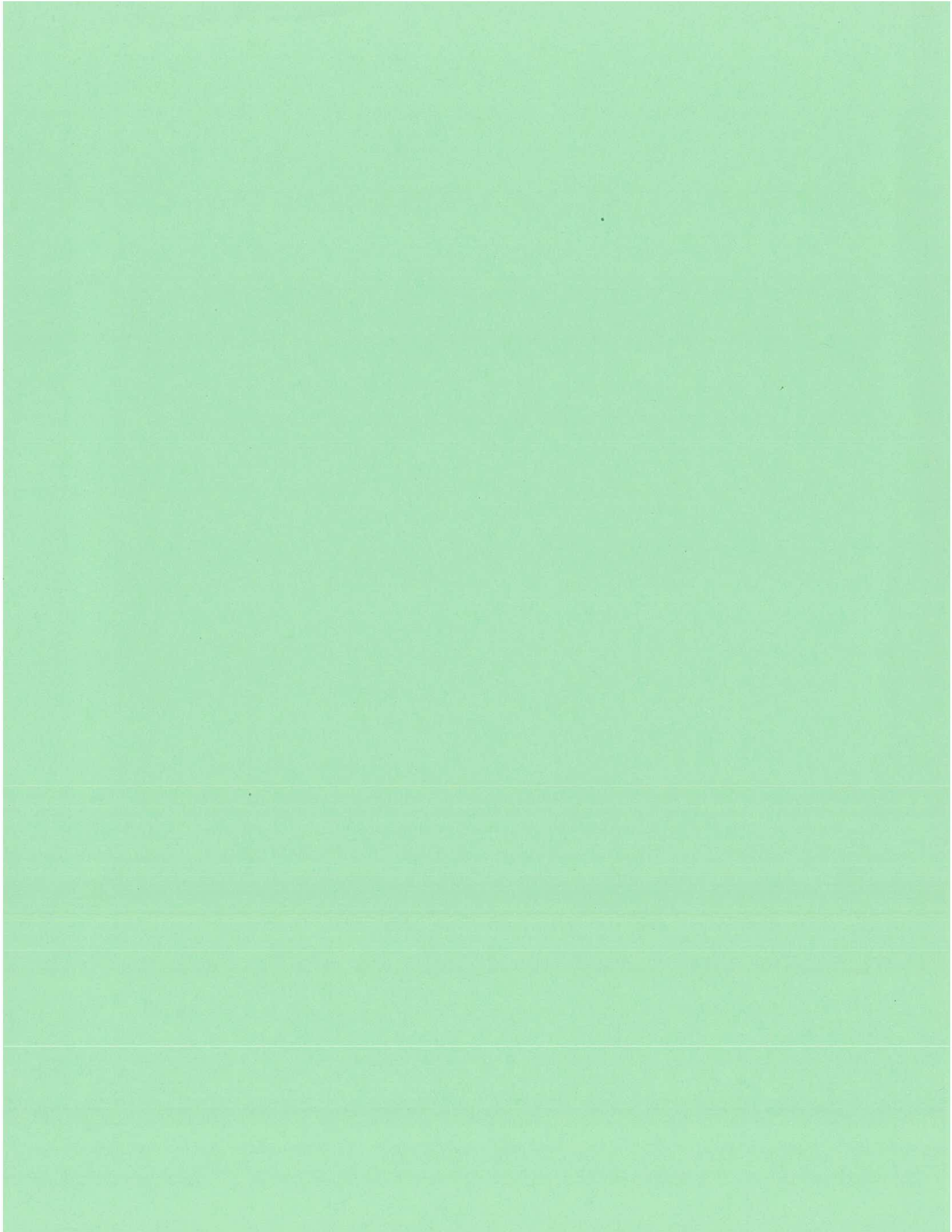
The members of the Tompkins District have been actively involved with La Crete Fire Rescue for the past two years by attending practices, meetings and courses that are available to them. I strongly agree with having a first response unit in the Tompkins area due to the response times for La Crete Fire Rescue to arrive on scene of the incident. As well as being the initial attack unit until La Crete arrives on scene, the Tompkins District would also be the first to arrive on motor vehicle incidents in the Tompkins District response area and be able to assist with initial size-up and traffic control until La Crete Fire Rescue arrives.

I believe that that the Tompkins District members are fully capable of being the First Response Team in the Tompkins / Bluehills / Steephill Creek area for La Crete Fire Rescue.

Sincerely,

A handwritten signature in black ink, appearing to read 'W Krahn'.

Walter Krahn, Chief
La Crete Fire Rescue





M.D. of Mackenzie No. 23

Request For Decision

Meeting:	Regular Council
Meeting Date:	December 13, 2005
Presented By:	Paul Driedger Director of Planning, Emergency & Enforcement Services
Title:	Bylaw 538/05 Ambulance Services Bylaw
Agenda Item No:	

BACKGROUND / PROPOSAL:

The current Ambulance Services Bylaw (520/05) does not clarify responses on provincial highways, airports and bridges within MD of Mackenzie boundaries. We also reworded some areas to make it more user friendly.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Please see attached existing bylaw 520/05 and the replacement bylaw 538/05.

COSTS / SOURCE OF FUNDING:

N/A

RECOMMENDED ACTION:

Motion 1

That first reading be given to Bylaw 538/05, being the Ambulance Services Bylaw.

Motion 2

That second reading be given to Bylaw 538/05, being the Ambulance Services Bylaw.

Motion 3

That consideration be given to go to third reading for Bylaw 538/05, being the Ambulance Services Bylaw.

Motion 4

That third reading be given to Bylaw 538/05, being the Ambulance Services Bylaw.

Author: G. Peters

Reviewed: 

C.A.O.: 

BYLAW NO. 538/05

**BEING A BYLAW OF
THE MUNICIPAL DISTRICT OF MACKENZIE NO. 23,
IN THE PROVINCE OF ALBERTA,
FOR THE PURPOSE OF PROVIDING AMBULANCE SERVICES
WITHIN THE MUNICIPAL DISTRICT OF MACKENZIE NO.23**

WHEREAS the Municipal Government Act, RSA, 2000 c. M-26, Part 2, Division 1, Section 7, Subsection (a) provides that the Council of a Municipality may pass a Bylaw for the safety, health and welfare of people and the protection of people and property; and

WHEREAS, the Council of the Municipal District of Mackenzie No. 23 wishes to establish that the Mackenzie Regional Emergency Services, a municipal department, provide Ambulance Services within the corporate limit of the Municipal District of Mackenzie; and to provide for efficient operation of such services; and

WHEREAS, the Municipal Government Act, RSA, 2000 c. M-26, Part 2, Division 4, Section 48, Subsection 1, provides that when a municipality provides an ambulance service, the council may by bylaw prohibit any person other than the municipality from providing the same or similar ambulance service in all or part of the municipality.

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

SECTION 1 NAME OF BYLAW

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

SECTION 2 INTERPRETATION

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

SECTION 3 **DEFINITIONS**

3.1 In this Bylaw:

- (a) "Ambulance" means a motor vehicle that is intended to be used for the transportation of patients, but does not include an aircraft or a motor vehicle exempted under the regulations or used in an inter-hospital transfer service;
- (b) "Ambulance Service" means a service associated directly or indirectly with the transportation of patients using an ambulance for emergency medical services in accordance with the legislation and regulations of the Province of Alberta;
- (c) "Council" means the Council of the Municipal District of Mackenzie No. 23.
- (d) "Mackenzie Regional Emergency Services" means a municipal department of the Municipality and licensed ambulance operator;
- (e) "Municipality" means the Municipal District of Mackenzie No. 23.
- (f) "operator" means a person licensed under this Act to provide ambulance services;
- (g) "patient" means a person who is or appears to be in need of medical attention;

SECTION 4 **AMBULANCE SERVICE**

- 4.1 That except as otherwise provided for in this Bylaw, after the Mackenzie Regional Emergency Services, a municipal department and a licensed ambulance Operator as described in Section 3, has commenced to provide emergency medical services and the Municipality has notified other licensed ambulance operators, no other person or persons other than Mackenzie Regional Emergency Services shall provide Ambulance Service within the boundaries of the Municipality, excluding provisions made under an agreement for Mutual Aid, and at the request of Mutual Aid.

**Municipal District of Mackenzie No.23 Bylaw 538/05
Ambulance Services Bylaw**

- 4.2 That Mackenzie Regional Emergency Services shall provide ground Ambulance transportation of all Alberta Health and Wellness Emergency Health Services Air Ambulance Services between airports and health care facilities located within the Municipality excluding,
- (a) Air Ambulance Services provided by Aeromedical Emergency Services Ltd. while contracted by Alberta Health and Wellness Emergency Health Services for Air Ambulance services.
- 4.3 That within the boundaries of the Municipality includes all provincial (primary and secondary) highways, airports and bridges, regardless of provincial or municipal agreements or maintenance obligations to those highways, airports and bridges.
- 4.4 That notwithstanding the provisions of this Section, the Crown in the Right of Canada or of the Province of Alberta may operate a commercial ambulance.
- 4.5 That nothing in this Bylaw shall prohibit any Ambulance Service located outside of the Municipality from transporting a person or persons to an airport, hospital or other health care facility within the Municipality from a location or locations outside of the Municipality.
- 4.6 That notwithstanding anything contained in the Bylaw, in even of any emergency conditions including a disaster, or other event, that prevents or limits the Municipality or any other municipality with respect to providing services, the Director of Mackenzie Regional Emergency Services or Senior ranking member on duty of the said department, may provide Ambulance Service to another community or authorize other persons to provide Ambulance Services within the Municipality or both until such time as the circumstances giving rise to the needs has been dealt with.

- 4.7 That this Bylaw does not apply to:
- (a) Any private vehicle that is not an Ambulance or any vehicle used to provide taxi service within the Municipality, or
 - (b) An Ambulance(s) or motor vehicles owned or contracted by a health authority for the provision of inter-facility transfers.
- 4.8 That Mackenzie Regional Emergency Services shall, while providing Ambulance Service within the Municipality, obey all Provincial legislation, regulations and Municipal bylaws, including but not limited to those respecting the standards of Ambulance Service, the maintenance standards of vehicles used to provide Ambulance Service, the qualifications of persons used as attendants and drivers to provide Ambulance Service and such other matters relating to the supply of Ambulance Service within the Municipality and other municipalities as approved by Council.
- 4.9 That the Reeve and Chief Administrative Officer of the Municipality be authorized to enter into agreements with other municipalities for the provision of Ambulance Services.
- 4.10 That the Municipality shall, by a notice published in a newspaper of general circulation within the service district of Mackenzie Regional Emergency Services or in writing, announce to any other Ambulance Service operators the effective date of the prohibition contained in Section 4.

SECTION 5 FEE FOR SERVICE

- 5.1 The schedule of costs and fees to be charged by the Municipality for services rendered pursuant to this Bylaw shall be set out in Schedule "A" attached to and forming part of this Bylaw.
- (a) The fees and charges set out in schedule "A" may be amended by Council as determined from time to time when deemed necessary.

SECTION 6 OFFENSES AND PENALTIES

- 6.1 That any person, who contravenes any provision of this Bylaw is guilty of an offense and is liable upon prosecution to a fine of \$2,500.00.

- 6.2 That every day during which such contravention continues shall be deemed to be a separate offense.

That this Bylaw shall come into effect on October 01, 2005.

First Reading given on the _____ day of _____ 20____.

Bill Neufeld, Reeve

Christine Woodward, Executive Assistant

Second Reading given on the _____ day of _____ 20____.

Bill Neufeld, Reeve

Christine Woodward, Executive Assistant

Third Reading and Assent given on the _____ day of _____ 20____.

Bill Neufeld, Reeve

Christine Woodward, Executive Assistant

**AMBULANCE SERVICES BYLAW 538/05
SCHEDULE "A"**

FEE FOR SERVICE:

<u>Ground Ambulance - Group 66 (65 and over)</u>		
Level	Per trip (\$)	Per kilometre (\$)
EMT/BLS	146	2.29
Paramedic/ALS	191	2.29
Standby fee: \$96 / hr. 3 hr. maximum		
Response fee: \$98		
<u>Ground Ambulance - Non Group 66 (under 65)</u>		
Level	Per trip (\$)	Per kilometre (\$)
EMT/BLS	211	2.83
Paramedic/ALS	254	2.83
Standby fee: \$138 / 3 hr. maximum		
Response fee: \$138		

Alberta Blue Cross Rates
Effective January 1, 2003

Adopted this _____ day of _____ 20_____.

Bill Neufeld, Reeve

Christine Woodward, Executive Assistant

BYLAW NO. 520/05

**BEING A BYLAW OF
THE MUNICIPAL DISTRICT OF MACKENZIE NO. 23,
IN THE PROVINCE OF ALBERTA,
FOR THE PURPOSE OF PROVIDING AMBULANCE SERVICES
WITHIN THE MUNICIPAL DISTRICT OF MACKENZIE NO.23**

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

WHEREAS, the Council of the Municipal District of Mackenzie No. 23 now wished to pass a Bylaw prohibiting any other person, other than the Mackenzie Regional Emergency Services, from providing ambulance service within the boundaries of the Municipal District of Mackenzie and granting the exclusive privilege of providing ambulance service within the Municipal District of Mackenzie to the Mackenzie Regional Emergency Services on the terms set out in this Bylaw;

NOW THEREFORE, pursuant to the authority vested in it by Section 49 of the Municipal Government Act (Alberta), 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 "Ambulance Services Bylaw".

SECTION 2 INTERPRETATION

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

SECTION 3 DEFINITIONS

- 3.1 In this Bylaw:
- (a) "Ambulance Service" means a service associated directly or indirectly with the transportation by means

**Municipal District of Mackenzie No.23 Bylaw 520/05
Ambulance Services Bylaw**

of an ambulance or persons who are or appear to be in need of medical attention;

- (b) "MRES" means the Mackenzie Regional Emergency Services;
- (c) "Council" means the Council of the Municipal District of Mackenzie No. 23.
- (d) "Municipality" means the Municipal District of Mackenzie No. 23.

SECTION 4 AMBULANCE SERVICE

- 4.1 That except as otherwise provided for in this Bylaw, MRES shall have the sole and exclusive privilege of providing ambulance service within the boundaries of the Municipality and no person or persons other than MRES shall provide ambulance service within the boundaries of the Municipality. Council may by resolution approve other ambulance operators to operate in the Municipality from time to time for specific purposes.
- 4.2 That nothing in this Bylaw shall prohibit any ambulance service located outside of the Municipality from bringing a person or persons to a hospital or other medical care facility within the Municipality from a location or locations outside of the Municipality.
- 4.3 That MRES shall, while providing ambulance service within the Municipality, obey all Bylaws of the Municipality, including but not limited to those respecting the standards of ambulance service, the maintenance standards of vehicles used to provide ambulance service, the qualifications of persons used as attendants and drivers to provide ambulance service and such other matters relating to the supply of ambulance service within the Municipality as Council may enact by Bylaw from time to time.
- 4.4 That nothing contained in this Bylaw shall prohibit or prevent another ambulance service from providing ambulance service with the Municipality if called upon to do so by MRES in the event of an emergency or in the event that any other situation shall arise in which MRES determines that outside assistance is required.

**Municipal District of Mackenzie No.23 Bylaw 520/05
Ambulance Services Bylaw**

- 4.5 That this Bylaw shall not apply to any private vehicle that is not an ambulance or any vehicle used to provide taxi service within the Municipality.
- 4.6 That the Reeve and Chief Administrative Officer of the Municipality be authorized to enter into agreements with either MRES or other municipalities who are or will be members of MRES in order to give effect to this Bylaw.

SECTION 5 FEE FOR SERVICE

- 5.1 The schedule of costs and fees to be charged by the Municipality for services rendered pursuant to this Bylaw shall be set out in Schedule "A" attached to and forming part of this Bylaw.
 - (a) The fees and charges set out in schedule "A" may be amended by Council as determined from time to time when deemed necessary.

SECTION 6 OFFENSES AND PENALTIES

- 6.1 That any person, who contravenes section 2 of this Bylaw, is guilty of an offense and upon the issuance of an offense ticket shall pay a fine of \$2,500.00.
- 6.2 That every day during which such contravention continues shall be deemed to be a separate offense.

That this Bylaw shall come into effect on January 1, 2006.

First Reading given on the _____ day of _____ 20____.

Bill Neufeld, Reeve

Kristin McNeil, Executive Assistant

**Municipal District of Mackenzie No.23 Bylaw 520/05
Ambulance Services Bylaw**

Second Reading given on the _____ day of _____ 20__.

Bill Neufeld, Reeve

Kristin McNeil, Executive Assistant

Third Reading and Assent given on the _____ day of _____ 20__.

Bill Neufeld, Reeve

Kristin McNeil, Executive Assistant

**AMBULANCE SERVICES BYLAW 520/05
SCHEDULE "A"**

FEE FOR SERVICE:

Ground Ambulance - Group 66 (65 and over)

Level	Per trip (\$)	Per kilometre (\$)
EMT/BLS	146	2.29
Paramedic/ALS	191	2.29

Standby fee: \$96 / hr. 3 hr. maximum

Response fee: \$98

Ground Ambulance - Non Group 66 (under 65)

Level	Per trip (\$)	Per kilometre (\$)
EMT/BLS	211	2.83
Paramedic/ALS	254	2.83

Standby fee: \$138 / 3 hr. maximum

Response fee: \$138

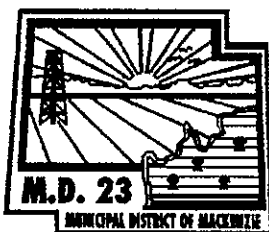
Alberta Blue Cross Rates
Effective January 1, 2003

Adopted this _____ day of _____ 20_____.

Bill Neufeld, Reeve

Kristin McNeil, Executive Assistant





M.D. of Mackenzie No. 23

Request For Decision

Agenda Item # _____

Meeting:	Regular Council Meeting
Meeting Date:	December 13, 2005
Presented By:	Paul Driedger, Director Planning, Emergency and Enforcement Services
Title:	Protective Services Committee

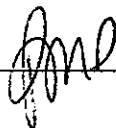

BACKGROUND / PROPOSAL:

Council has requested that a Protective Services Committee be created. Upon reviewing all the responsibilities of the Emergency and Enforcement Services the following issues would be a broad picture of the issues that the Protective Services Committee should study:

- (a) Dealing with policy matters and programs about the safety and protection of people and property in the community.
- (b) Responsibility for the following functions:
 - 911
 - Ambulance Services
 - Animal Control
 - Communications
 - Disaster Services
 - Emergency Services
 - Enforcement Services (Bylaw, Special Constables, RCMP)
 - Fire Services
- (c) Dealing with any other matters referred to it by Council.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Attached is the draft Terms of Reference.

Author:	Reviewed: 	C.A.O.: 
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COSTS / SOURCE OF FUNDING:

Honorariums and travel expenses as outlined by Council bylaw.

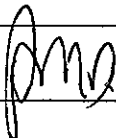

RECOMMENDED ACTION:

Motion 1

That the Protective Services Committee Terms of Reference be adopted as presented.

Motion 2

That Councilors _____, _____, and _____ be appointed to the Protective Services Committee.

Author:	Reviewed: 	C.A.O.: 
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M.D. of Mackenzie PROTECTIVE SERVICES COMMITTEE

Terms of Reference

1. Authority:

The M.D. of Mackenzie Protective Services Committee will study all matters placed before them and make recommendations to Council on ways and means of dealing with these matters.

2. Membership

The Protective Services Committee will consist of:

- Three (3) members of Council ()
- Chief Administrative Officer
- Director of Emergency and Enforcement Services

3. Duties

The Protective Services Committee:

(a) Deals with policy matters and programs about the safety and protection of people and property in the community.

(b) Has responsibility for the following functions:

- 911
- Ambulance Services
- Animal Control
- Communications
- Disaster Services
- Emergency Services
- Enforcement Services (Bylaw, Special Constables, RCMP)
- Fire Services

(c) Deals with any other matters referred to it by Council.

4. Meeting Schedule:

The Protective Services Committee will meet:

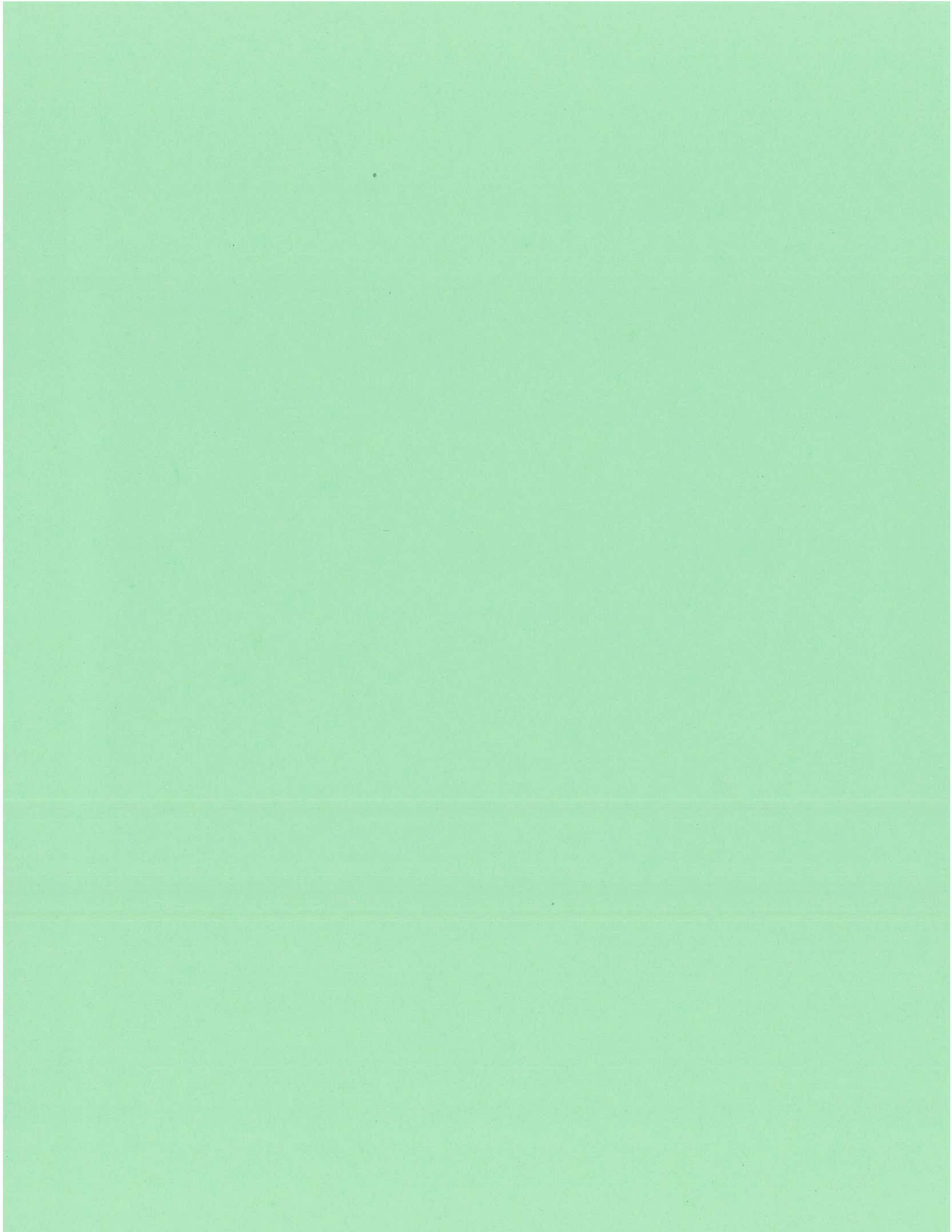
- The 2nd Thursday of every month
- Additional meetings as required

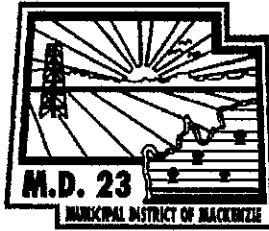
5. Reporting Structure:

The Protective Services Committee shall make recommendations directly to Council on ways and means of dealing with the matters studied.

6. Administrative and Financial Support:

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





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

Meeting:	Regular Council Meeting
Meeting Date:	December 13, 2005
Presented By:	Paul Driedger Director of Planning, Emergency and Enforcement Services
Title:	Traffic Safety Act Fine Revenue Amendments
Agenda Item No:	

BACKGROUND / PROPOSAL:

We received notice that effective November 01, 2005 amendments to the fine allocation legislation of the Traffic Safety Act will take effect.

Copy of notice attached.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

This means that all locations that have policing provided by the province (RCMP) at no direct cost will no longer receive fine revenue generated by the provincial police services. *This would mean MD of Mackenzie.*

For municipalities that have entered into a contract with the province (Enhanced Policing) will be entitled to the fine revenue generated by those enhanced positions.

Any fine revenue generated by the municipal Special Constables will continue to be forwarded to the municipality that employs the Special Constables.

The changes only apply to fine revenue generated through the enforcement of the Traffic Safety Act.

FINANCIAL IMPLICATIONS:

All fine revenue generated by the RCMP members on roads under the jurisdiction of the MD of Mackenzie.

Author:

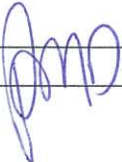

Reviewed:

C.A.O.:

RECOMMENDED ACTION:

MOTION

Receive as information.

Author:	Reviewed: 	C.A.O. 
---------	---	--

October 31, 2005

TO: Municipal Administrators

Dear Sir/Madam:

Re: Fine Revenue Amendments

Effective November 01, 2005 amendments to the fine allocation legislation will take effect. For your reference I have included the amended section of the *Traffic Safety Act* that directs how fine revenue will be distributed.

Sec. 162 (1) Subject to subsections (2) and (3), fines and penalties imposed under this Act belong to the Crown in right of Alberta.

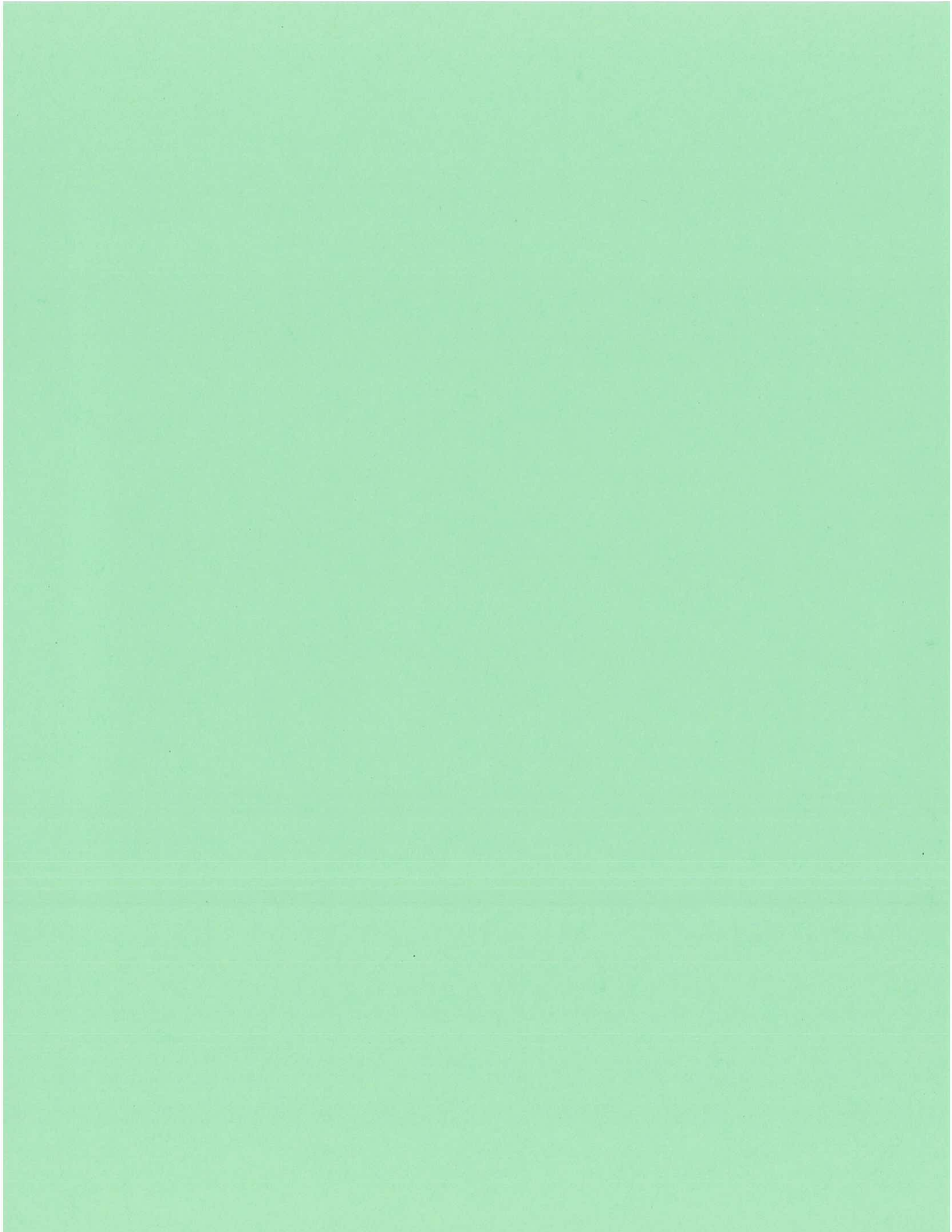
- (2) Fines and penalties imposed under this Act in respect of offences occurring in a municipality for which policing services are required to be provided under section 4(5) or (6) of the Police Act belong to the municipality that is required to provide the policing services.*
- (3) Fines and penalties imposed under this Act in respect of offences for which informations are laid or violation tickets are issued by peace officers employed by the municipality belong to that municipality.*
- (4) This section applies in respect of fines and penalties imposed on or after the date this section comes into force.*

All locations that currently have policing services provided by the provincial police service at no direct cost will no longer receive fine revenue generated by provincial police resources. Municipalities with their own police services, either through contract with the Federal Government for the RCMP, or stand alone Municipal Police Services, will continue to accrue fine revenue. The following two exceptions will apply:

Enhanced Policing Services – If a municipality has entered into a contractual situation with the province for policing services in excess of those provided for under the Provincial Policing Services Agreement (PPSA) they will be entitled to retain any fine revenue generated by those enhanced positions.

Peace Officers – Any traffic fine revenue generated by a municipally employed peace officer (special constable) will continue to accrue to the municipality that employs them.

The changes only apply to fine revenue generated through enforcement of the *Traffic Safety Act*.





M.D. of Mackenzie No. 23

Request For Decision

Meeting:	Regular Council
Meeting Date:	December 13, 2005
Presented By:	Paul Driedger Director of Planning, Emergency & Enforcement Services
Title:	Emergency Management Course (3 Days)
Agenda Item No:	

BACKGROUND / PROPOSAL:

The MD of Mackenzie applied for a \$9,000.00 grant from Emergency Management Alberta for the Emergency Management Course. This course will provide participants with the skills and knowledge required to carry out emergency responsibilities as a member of an emergency site or emergency operations centre team.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Since the grant must be used by March 31, 2006, a date has been set for January 31 up to and including February 2, 2006.

COSTS / SOURCE OF FUNDING:

Grant

RECOMMENDED ACTION:

That Council be authorized to attend the Emergency Management Course from January 31 to February 2, 2006.

Author:

Reviewed:

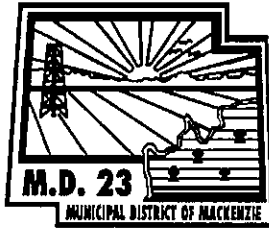
C.A.O.:

The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry should be supported by a valid receipt or invoice. This not only helps in tracking expenses but also ensures compliance with tax regulations.

In the second section, the author provides a detailed breakdown of the company's revenue streams. This includes sales from various product lines and services. The data shows a steady increase in revenue over the past year, which is attributed to strategic marketing efforts and product diversification.

The third section focuses on the company's operational costs. It details the expenses related to manufacturing, distribution, and administrative functions. The analysis reveals that while production costs have remained relatively stable, distribution and administrative expenses have seen a slight increase due to inflation and higher fuel costs.

Finally, the document concludes with a summary of the overall financial performance. It highlights the company's strong profitability and its ability to manage costs effectively. The author expresses confidence in the company's future growth and success, supported by a solid financial foundation.



M.D. of Mackenzie No. 23

Request For Decision

Agenda Item # _____

Meeting:	Regular Council Meeting
Meeting Date:	December 13, 2005
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	Request for tax arrears penalty write-off

BACKGROUND / PROPOSAL:

We received a request from Mark Baer to forgive the tax penalty charged on his newly acquired property.


Under MGA Section 347, Council may, with respect to a particular taxable property, cancel or reduce tax arrears. A penalty imposed is part of the tax in respect of which it is imposed.

Under MGA Section 331, person liable to pay taxes is the person, who at the time the assessment is prepared, is the assessed person or subsequently becomes the assessed person.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Following is a history of the **Tax Roll 076905, Civic Address: 4109 River Road, Legal: 3383ET; 3; 4:**

- ◇ May 1, 2005 outstanding balance \$1,334.33.
- ◇ May 3, 2005 a Tax Certificate was sent to Thietke & Associates.
- ◇ May 11, 2005 Annual Levy \$1,165.81 was calculated; balance owing now \$2,500.14.
- ◇ May 12, 2005 a Tax Certificate was sent to Lorne G. Mann (this did not include the current levy as it had not been posted at that time).
- ◇ May 31, 2005 Title was transferred to Mark Baer.
- ◇ July 2, 2005 Penalties levied on arrears \$155.14.
- ◇ July 2, 2005 penalties levied on current \$81.75. This penalty was charged on \$1,165.81(tax) plus \$155.14(arrears penalty) plus \$41.52 (transferred from utilities for non-payment of utilities).
- ◇ July 26, 2005 payment received of \$1,334.33.
- ◇ Sep 14, 2005 payment received of \$1,165.81.
- ◇ Nov 16, 2005 penalty levied \$11.72.

Author: Joulia Whittleton	Review Date:	C.A.O.: 
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Mr. Baer came into the office in August and indicated that he did not feel he should have to pay the penalties as he did not receive the original tax notice and that he did not have title to the land until June 1, 2005. He was informed at that time that penalties owed would remain with the property and could not be taken off by Administration. It was suggested to him that he contact the solicitor regarding the penalties.

He was in again, after letters were sent out following November penalties, asking that the penalties be taken off. He was advised that we did not have the authority to do this and that he would have to write a letter to Council asking them if they would forgive the penalties. The total outstanding at this time is \$248.61 (\$155.14 on arrears and \$93.47 on current)

COSTS / SOURCE OF FUNDING:

2005 operating budget – Tax Cancellation /Write-offs account

RECOMMENDED ACTION:

For discussion.

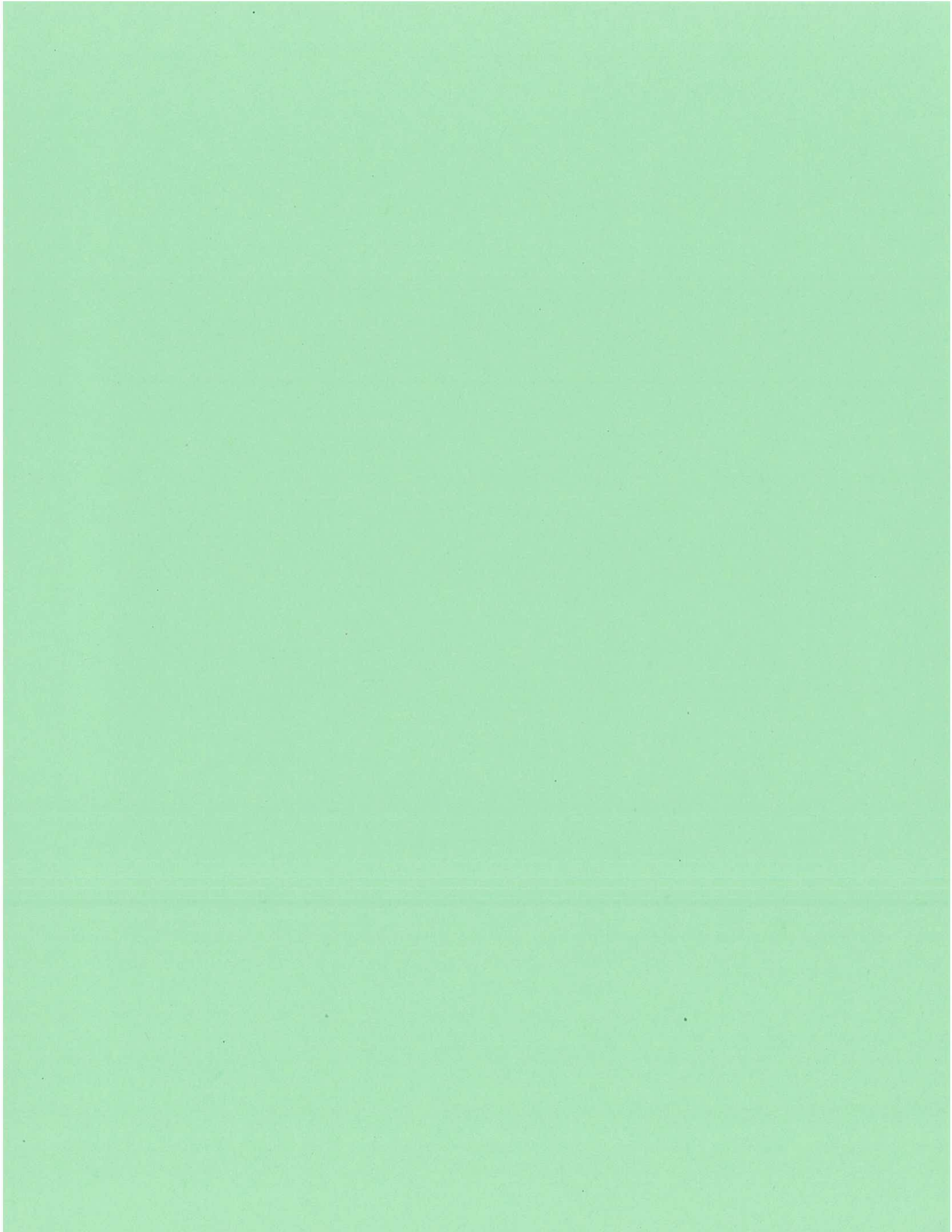
Author: Joulia Whittleton	Review Date:	C.A.O.:
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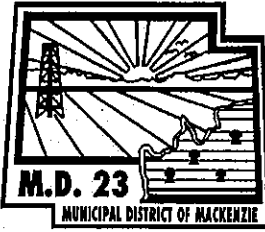
To the MD 23 Council

I purchased property in the town of Ft. Vermilion. I took possession on June 1. Tax Notices were sent out to previous owner. When I got tax Notice there was already a penalty on the Notice. I would ask of Council that the penalty be forgiven (I have paid the taxes.

Thank you very much for your consideration.

Mark Baer





M.D. of Mackenzie No. 23

Request For Decision

Agenda Item # _____

Meeting:	Regular Council Meeting
Meeting Date:	December 13, 2005
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	Concern from Joe Rosenberger regarding FV 46th Street local improvement

BACKGROUND / PROPOSAL:

September 28th, 2005 Council had approved Fort Vermilion 46th Street sewer extension project. An estimated project cost was \$76,000 and to be funded 100% through local improvement.

September 28th, 2005, Local Improvement Bylaw 523/05 received its first reading. Administration had sent out a Notice of Intention to Construct to all affected property owners. On October 26th, 2005 Council received an update from Administration informing that tenders for this project came back at \$105,000 cost for this project. Council had amended the budget to include \$105,000. There was no change to a scope of this project. Council was advised at that time that according to MGA, Section 403:

"if, after a local improvement tax rate has been set, it is discovered that the actual cost of the local improvement is higher than the estimated cost on which the local improvement tax rate is based, the council may revise, only once over the life time of the local improvement, the rate with respect to future years so that the local improvement tax bylaw will raise sufficient revenue to pay the actual cost of the local improvement."

Letters were sent out for information to all affected property owners advising them that actual cost is increased from \$76,000 to \$105,000.

Since no objections to the project were received within specified time limits from the time when the Notice of Intention to Construct went out (MGA, Section 392), bylaw 523/05 was brought back to Council for the second and third readings on November 9th, 2005.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Author: Joulia Whittleton	Review Date:	C.A.O.: 
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As Council may recall, Joe Rosenberger was present at October 26th meeting. At that time, he understood that the MD will pick up \$29,000 extra cost. As Council may recall, the decision was made that the MD will pick up \$85,000 cost of replacing an old sewer line; however, a cost of installing a new line was still to be picked up in full through the local improvement levy by affected property owners.

November 17th, 2005, we received a written request from Joe Rosenberger for Council to consider funding the extra \$29,000 from the municipal funds.

Administration had a meeting with Mr. Rosenberger. He expressed the following:

1. Mr. Rosenberger does not object to the project. However, because our Notice of Intention to Construct states: "All costs in excess of the aforesaid special assessment may be borne by the Municipal District of Mackenzie at large", Mr. Rosenberger is asking Council to consider funding the extra \$29,000 from municipal funds.
2. A road was left in poor (very rough) condition after the sewer line was installed.
3. The Municipality didn't offer any concessions to Mr. Rosenberger when allowing connections to the old sewer line which was installed at Mr. Rosenberger's expense.
4. Would the MD consider not charging any local improvement tax until Mr. Rosenberger sells the land parcels?

Please note: the Notice of Intention to Construct also states "The aforementioned rate may be subject to amendment to take into consideration the actual cost of the project or change in interest rate, prior to the first levy for this project."

COSTS / SOURCE OF FUNDING:

N/A

RECOMMENDED ACTION:

For discussion.

Author: Joulia Whittleton	Review Date:	C.A.O.:
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M.D OF MACKENZIE NO. 23
P.O. BOX 1690 LA CRETE AB
TOWN 240 Ph. 928-3983

JOE ROSENBERGER
Box 95 Fort Vermilion AB
TAKING Ph. 927 3386
NOV. 16th 2005

DEAR MADAM:

RE. Letters Dated Sept 29 AND NOV 11, 2005

My Assessment FOR Lot 6 Blk 1 Plan 7920958, AND
Lot 5 Blk 2 FOR Sewer + WATER

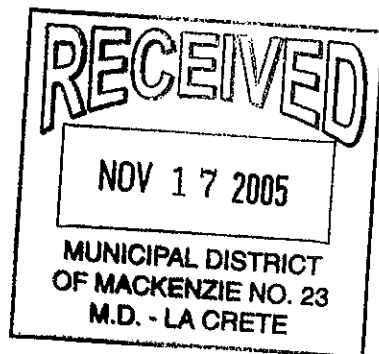
Lot 6 Blk 1 Sewage \$750.00

Lot 5 Blk 2 Sewage \$750 Plus Water at 3000.00

I DRAW your attention to Lot 5 Blk 2 which - At your
Sept 28th Council Meeting High Lights, IN The Northern Pioneer
was advertised AS NOT HAVING A WATER SERVICE
I have been advertizing my Lots AS having
water service, FOR purpose of selling these Lots.
M.D. Falsly advertised The Facts

CONCERNING The improvements OR Lots Assessment
I did not Exercise My Right to object because
I WAS IN FAVOR OF The improvements AND The cost.

We Then were at Council Meeting NOV 9th
Where it was decided to Spent EXTRA MONEY
NOW, to Save MONEY IN Future Extention OF
Improvement. The cost was mentioned
However there WAS NO MENTION OF INCREASED
cost to be CARRIED by Existing Lot Holders,
IN FACT it WAS MENTIONED AT this Meeting



By Council, That The Additional Funding would come From other Sources.

Now you sent this Letter NOV 11, 2005 with a new Assesment, When in Fact I AS others LEFT Meeting ^{The understanding} with Additional cost ^{would} be coming From other Sources.

And with no ~~be~~ Right to object to The ~~partly~~ Completed project

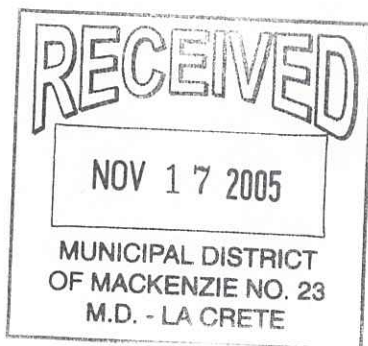
I object to Additional cost AND, ^{NO} Right to object, AS well AS LEFT to believe AT Council Meeting, Additional Funds would be Found Elsewhere.

The Above CONCERNS CAN be Resolved possibly - IF I CONTINUE PAYING TAXES AS FARM ONLY ON Lot 5 Blk 2 PLAN 7920958 AS long AS it Remains AS FARM till That Position changes.

(eg) AS FAR AS Lot 6 Blk 1 PLAN 7920958 This Lot is NO longer FARM, it is NOW Sold.

I Expect A Response. NOT in A Public Paper OR NORTHERN PIONEER. But Please bring These CONCERNS to Council

Yours truly
Joseph Rosenberger.



NOTICE

INTENTION TO CONSTRUCT A LOCAL IMPROVEMENT IN THE HAMLET OF FORT VERMILION IN THE MUNICIPAL DISTRICT OF MACKENZIE

PURSUANT to Section 393(1) of the Municipal Government Act, R.S.A., 2000, Notice is hereby given that the Council of the Municipal District of Mackenzie No. 23 intends to undertake the construction of water and sewer services on 46th Street from 45th Avenue, Plan 7920958, Block 1, Lots 2,3,4,5, and 6 and Block 2, Lots 3,4, and 5 as a local improvement. The total cost of the aforementioned project is estimated to be \$76,000, of which 100% will be collected using frontage charges. Funding for this project is debenture. The sum of \$76,000 will be repayable over a period of ten (10) years at a rate of interest not exceeding ten per cent (10%), or the interest rate as fixed from time to time by the Alberta Capital Finance Authority, whichever is lower, and the lands abutting that portion of the street or place where the local improvement is made will be charged as follows:

For sewer service: an estimated annual rate of \$1068.67 per lot,

~~For water service: an estimated annual rate of \$366.40 per lot for those lots that do not already have water service,~~

for each year of the said ten (10) year period . The calculations used herein are based on the current Alberta Capital Finance Authority rate of 3.811%.

The aforementioned rate may be subject to amendment to take into consideration the actual cost of the project or change in interest rate, prior to the first levy for this project.

All costs in excess of the aforesaid special assessment may be borne by the Municipal District of Mackenzie at large. ()

Because specific lots are already serviced with water, they will not be required to pay for the cost of the water services, estimated at \$366.40 annually per lot. The two lots that will be required to pay for the cost of water services are as follows:

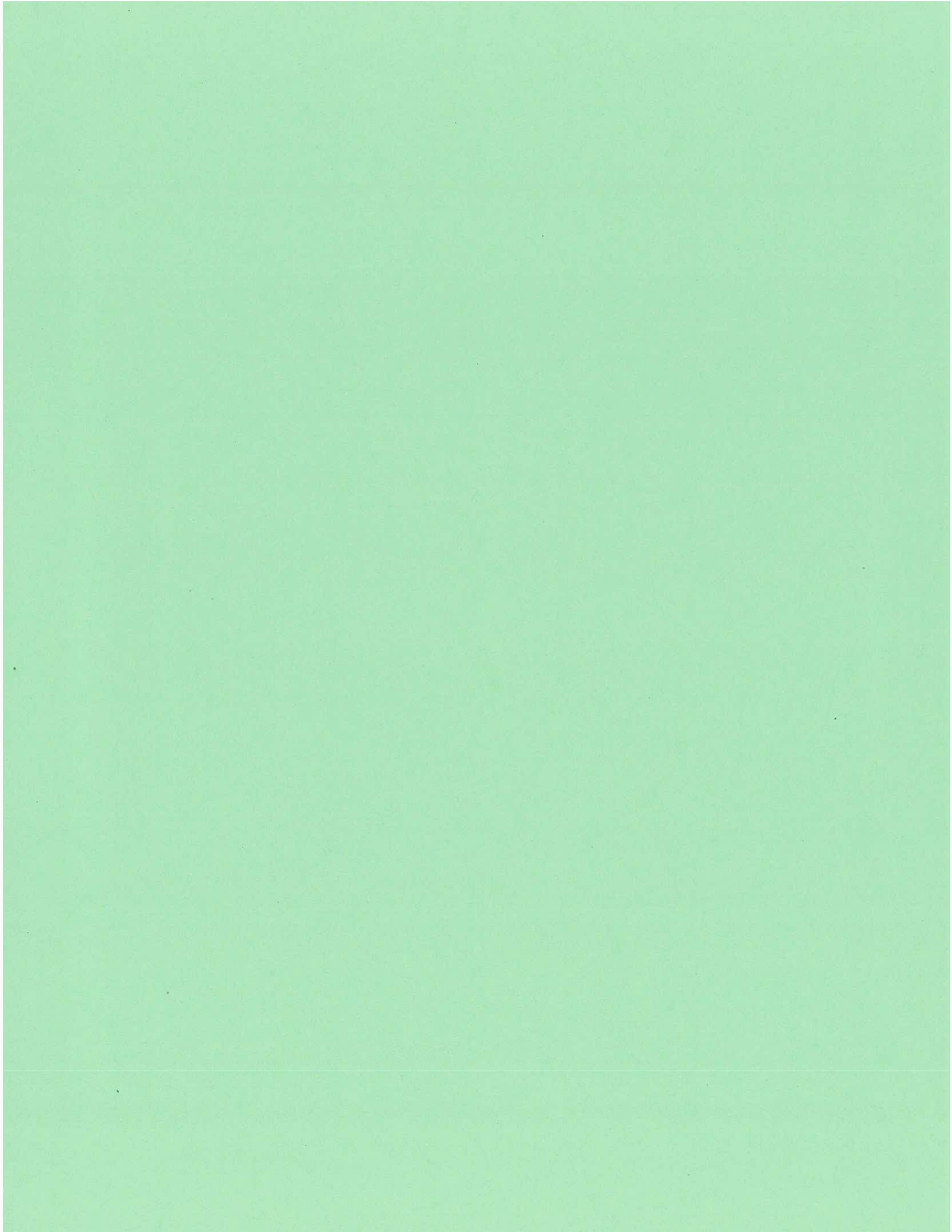
Lot 4, Block 2, Plan 792 0958 *HAS WATER*

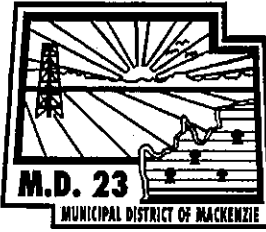
Lot 3

✓ → Lot 5, Block 2, Plan 7920958

The location of the proposed local improvement in Fort Vermilion is as follows:

ON	FROM	TO	Lots
46 th Street	Lot 2, Block 1, Plan 7920958	Lot 6, Block 1, Plan 7920958	5
46 th Street	Lot 3, Block 2, Plan 7920958	Lot 5, Block 2, Plan 7920958	3
		TOTAL	8





M.D. of Mackenzie No. 23

Request For Decision

Agenda Item # _____

Meeting:	Regular Council Meeting
Meeting Date:	December 13, 2005
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	Cost Sharing Negotiation Committee

BACKGROUND / PROPOSAL:

During the Cost-Sharing meeting at the High Level Rural Hall on December 5th, 2005, a suggestion was made to appoint different Councilors to deal with the negotiations.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Currently we have four Councilors from the Finance Committee involved in the negotiations. Those Councilors could still remain on the Finance Committee and a new Cost Sharing Negotiation Committee could be established.

COSTS / SOURCE OF FUNDING:

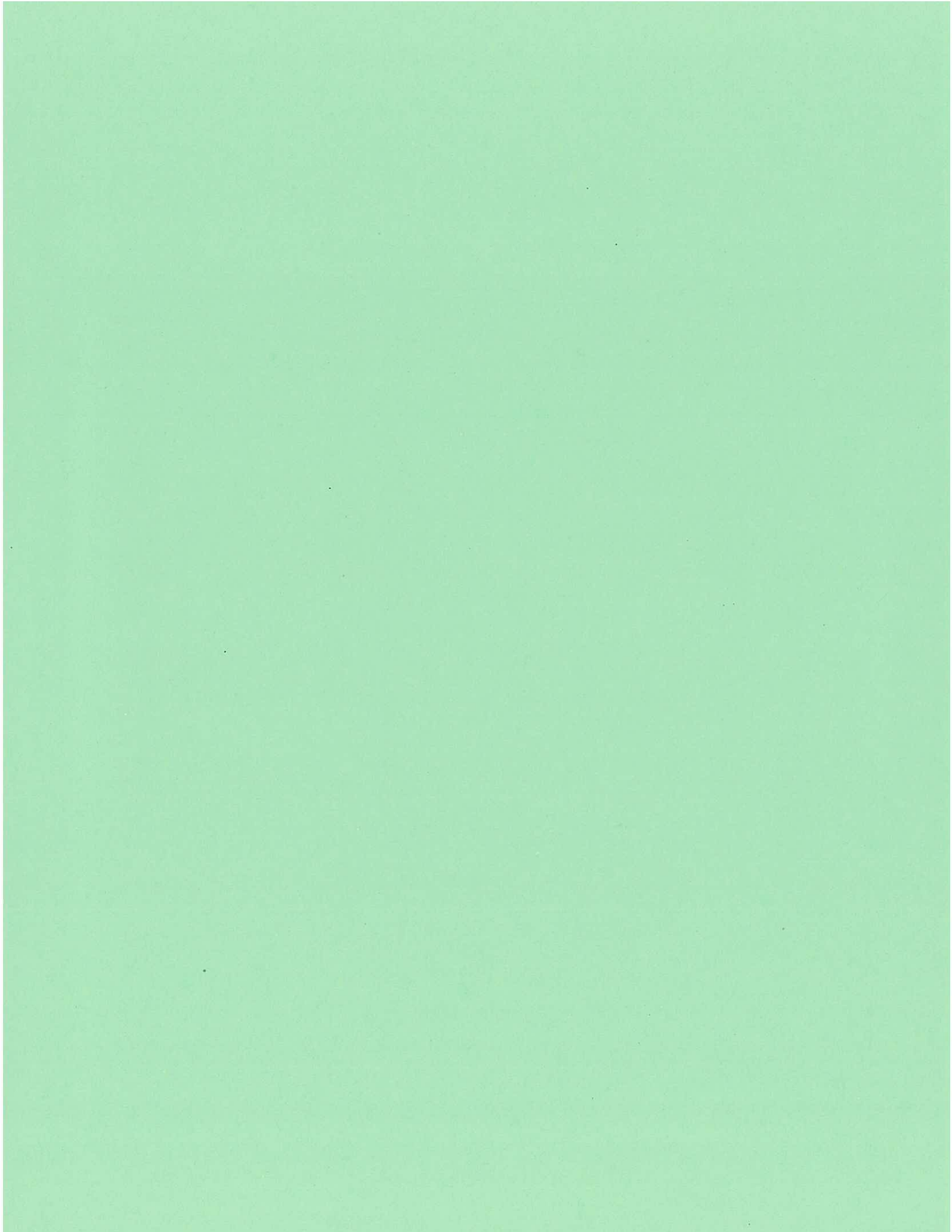
NA

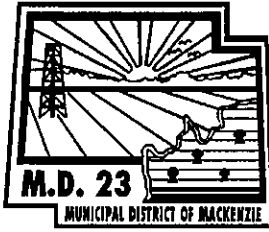
RECOMMENDED ACTION:

That the Cost Sharing Committee be established to deal with the negotiations of cost-sharing amounts with the Town of High Level and the following Councilors be appointed to the Cost Sharing Committee:

1. _____
2. _____
3. _____
4. _____

Author: Joulia Whittleton	Review Date:	C.A.O.: 
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M.D. of Mackenzie No. 23

Request For Decision

Agenda Item # _____

Meeting:	Regular Council Meeting
Meeting Date:	December 13, 2005
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	Signature Signing Policy FIN024

BACKGROUND / PROPOSAL:

Reeve Bill Neufeld expressed a concern about approving a list of cheques emailed to him for authorization by Accounts Payable clerk as approved by policy FIN024.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

MGA, Section 213 (4) Agreements and cheques and other negotiable instruments must be signed or authorized

- (a) by the chief elected official or by another person authorized by council to sign them, and*
- (b) by a designated officer,*

or by a designated officer acting alone if so authorized by council.

Since the Reeve doesn't see invoices that are being paid, he feels the Council should authorize CAO, Director of Corporate Services and Finance Officer to sign cheques on behalf of Council as it had been done previously.

Administration has consulted with Municipal Affairs. Although their interpretation of the act is that "another person" means another Councilor other than Chief Elected Official, Municipal Affairs had suggested discussing this with our auditors.

Our auditor advised us that, although Council can't possibly review all invoices (this is a responsibility of administrators), by not reviewing a list of cheques, Council may be assuming higher risks. However, if Council fills comfortable with Administration providing a list of issued cheques on monthly basis along with monthly income statements, this can be done.

Option 1:

Authorize another councilor to review a cheque list prior to cheques being printed.

Author: Joulia Whittleton	Review Date:	C.A.O.: 
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Option 2:

Authorize Administration to sign cheques on behalf of council and review a monthly report of cheques issued.

Review the amended policy FIN024.

COSTS / SOURCE OF FUNDING:

NA

RECOMMENDED ACTION:

Option 2:

That Signature Signing Policy FIN024 be amended as presented.

Author: Joulia Whittleton	Review Date:	C.A.O.: 
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Municipal District of Mackenzie No. 23

Title	Electronic signatures	Policy No:	FIN024
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Legislation Reference	Municipal Government Act, Part 6, Section 213
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Purpose
To provide a clear understanding regarding the usage of electronic signature signing software.

Policy Statement and Guidelines

Under section 213, cheques must be signed or authorized by the chief elected official or by another person authorized by council to sign them, and by a designated officer. A signature may be printed, lithographed or otherwise reproduced if so authorized by council.

Guidelines/Procedures:

1. The following persons shall have signing authorities for the cheques:

- o Reeve
- o Deputy Reeve
- o Chief Administrative Officer
- o Director of Corporate Services
- o Finance Officer

2. ~~Administration will provide to Council a monthly report showing a list of cheques issued during that month along with monthly income statement.~~

3. The electronic signatures shall be stored on one USB device. The USB device shall be stored in a safe that is accessible only by CAO and Director of Corporate Services. Immediately following the cheque printing procedure, the USB key must be removed from a computer and locked in the safe.

4. Cheques shall be printed in the presence of one of the personnel authorized in 6 below. In the event that these individuals are not available, a designate will be appointed at that time by the CAO or Director of Corporate Services.

5. For additional security, the cheque signing software shall be unlocked by entering two passwords. Both the primary and secondary passwords are required to activate the cheque signing software. The following persons shall be authorized to carry the primary cheque signing software passwords:

- o CAO
- o Director of Corporate Services
- o Finance Officer

6. The following persons shall be authorized to carry the secondary cheque signing software passwords:

- o Accounts Payable Clerk
- o Payroll Clerk – as a back up

7. The cheque signing software to be installed on three workstations:

- o Accounts Payable workstation
- o Finance Officer workstation – as a back up
- o Payroll Clerk – as a back up

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<#>Administration shall provide a list of cheques to be printed for review and approval to the Reeve, and in his absence to the Deputy Reeve. The list shall contain a vendor number, a vendor name, a payment amount, and a total dollar amount of the cheques to be printed. The list shall be communicated by fax or through email.¶

¶
<#>The Reeve, or in his absence the Deputy Reeve, shall review, sign and date every page of the cheque list received, and fax or email it back to administration. This process shall authorize administration to print electronic signatures on the reviewed and approved cheques.

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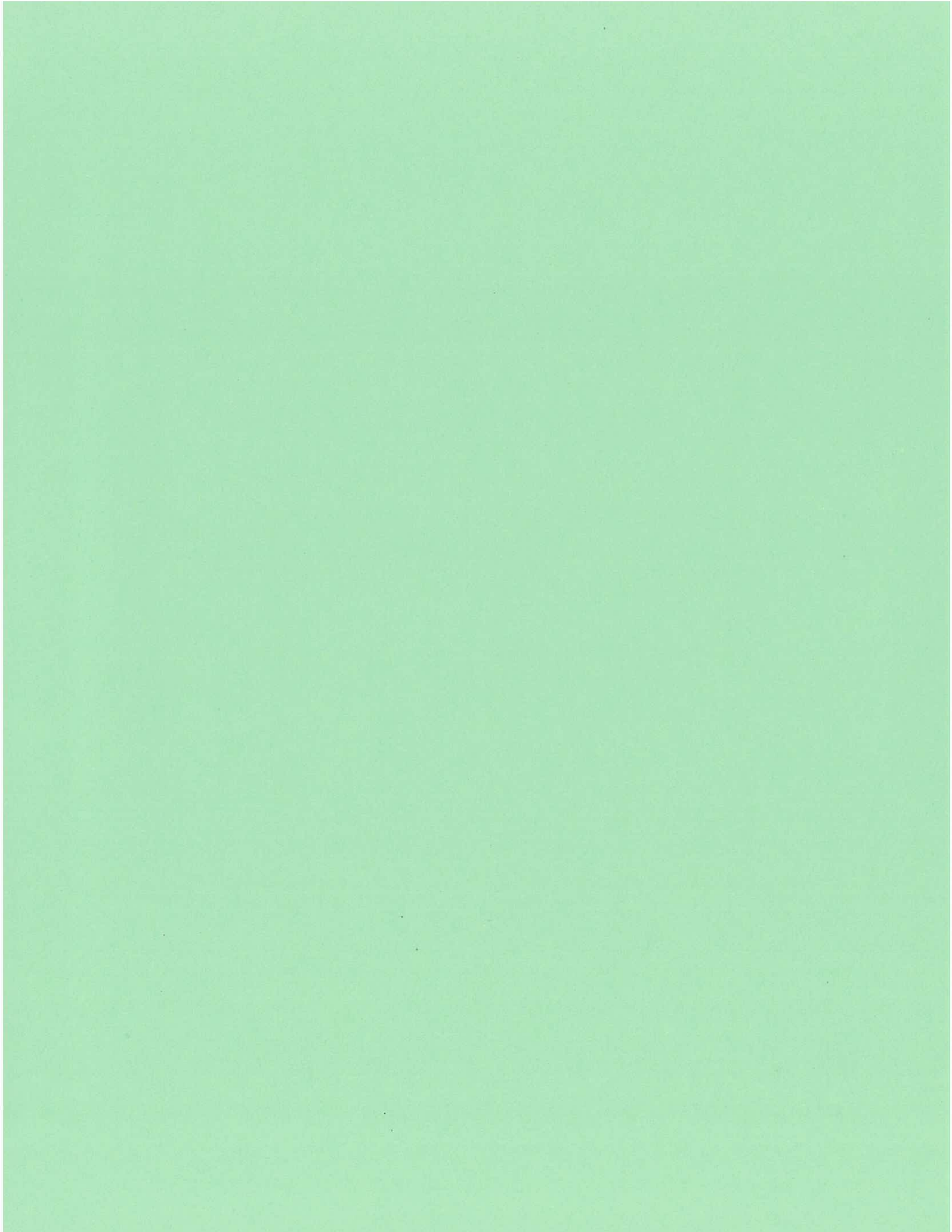
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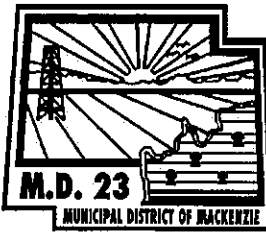
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- 8. All blank cheques must be stored in the central vault except during the cheque printing and signing process. Formatted: Bullets and Numbering
- 9. All void cheques shall be kept on file for form number control.
- 10. The primary and secondary passwords for the cheque signing software shall be changed should there be any change in personnel for the positions authorized to operate the cheque signing software.
- 11. All other general security settings within the accounting software and maintenance of such shall apply. Formatted: Bullets and Numbering

	Date	Resolution Number
Approved	August 31, 2004	05-425
Amended		
Amended		





M.D. of Mackenzie No. 23

Request For Decision

Agenda Item # _____

Meeting:	Regular Council Meeting
Meeting Date:	December 13, 2005
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	Hay Zama Committee - appointment of Councilor Watson

BACKGROUND / PROPOSAL:

As established at October 26th, 2005 organizational meeting, the following Councilors represent MD on Hay Zama Committees:

Hay Zama Committee

Reeve Neufeld, Councilor Neudorf (alternate)

Hay Zama Tourism Sub-Committee

Reeve Neufeld, Councilors Neudorf & Braun

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

Council requested that Councilor Watson be appointed to Hay Zama Committee.

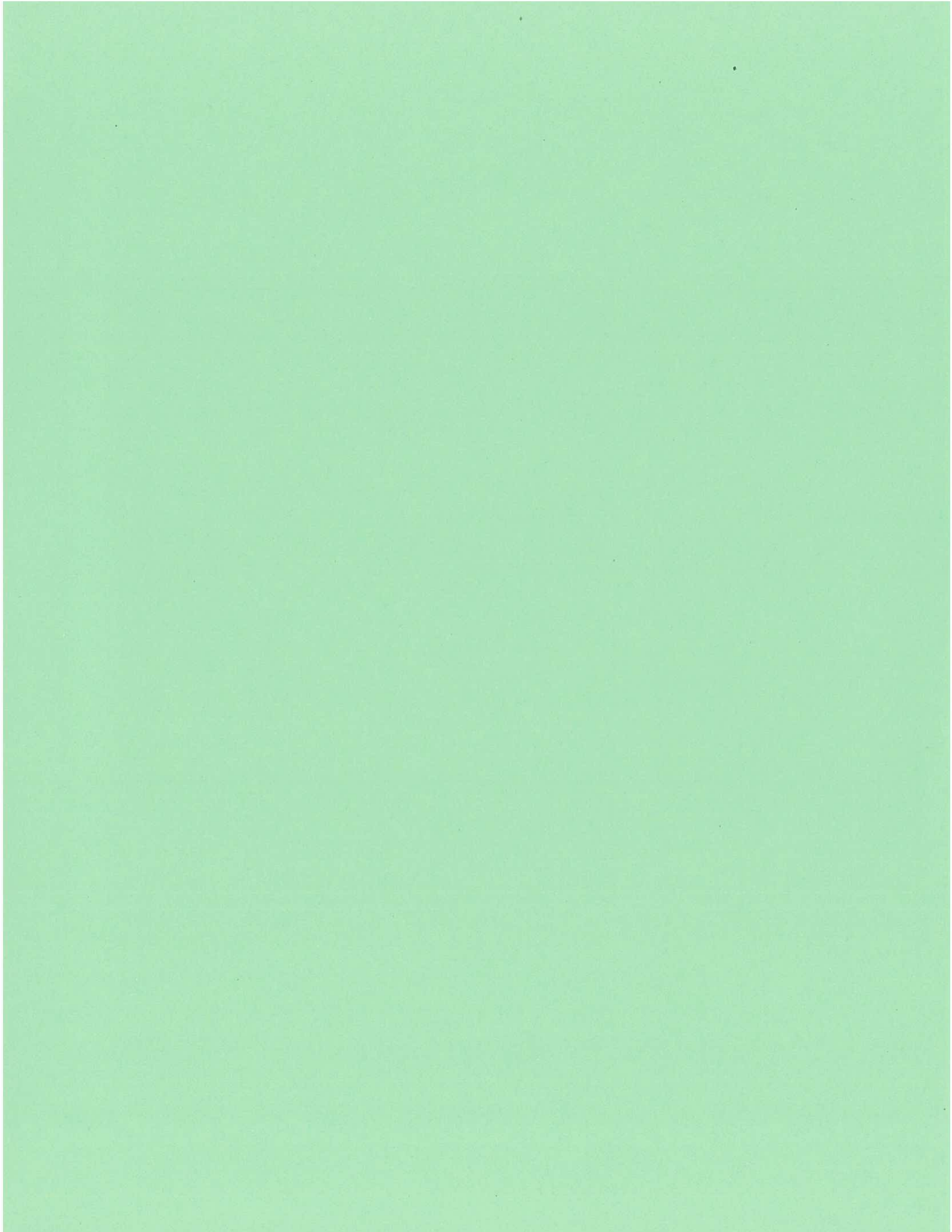
COSTS / SOURCE OF FUNDING:

N/A

RECOMMENDED ACTION:

That Councilor Watson be appointed to Hay Zama Committee.

Author: Joulia Whittleton	Review Date:	C.A.O.: 
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M.D. of Mackenzie No. 23

Request For Decision

Agenda Item # _____

Meeting:	Regular Council Meeting
Meeting Date:	December 13, 2005
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	Town of High Level - Negotiations

BACKGROUND / PROPOSAL:

The Public Information meeting regarding Cost Sharing Agreements was held at the High Level Rural Hall on December 5th, 2005.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

A list of everyone who attended is attached for your information. Surveys that were completed at the High Level Rural Hall meeting are attached for your review.

Administration drafted a letter asking the Town to sign if they are accepting an offer to extend the Cost Sharing and Airport Agreements. Correspondence that was exchanged between the Town and the Municipal District of Mackenzie is attached for your information.

A letter to Municipal Affairs has been sent requesting a mediator support and is also attached for your information.

COSTS / SOURCE OF FUNDING:

N/A

COPY

RECOMMENDED ACTION:

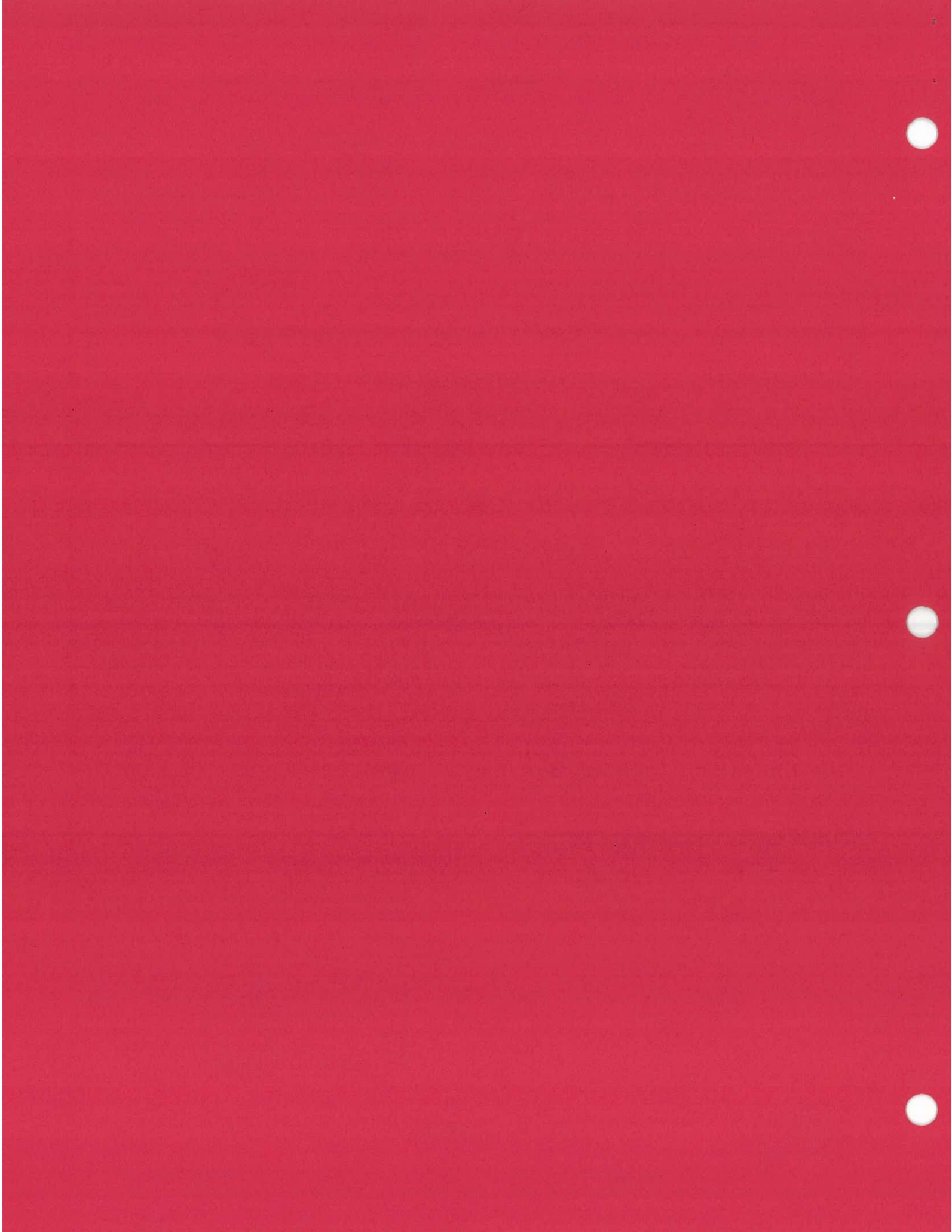
For discussion.

Presented to
M.D. Council:
motion #05-714

Author:
Joulia Whittleton

Review Date:

C.A.O.:



December 8, 2005

Mayor Mike Mihaly and Council
Town of High Level
Box 485
High Level, AB
T0H 1Z0

DRAFT

Dear Mayor Mihaly,

Re: Cost Sharing Agreement and Airport Agreement

Through previous discussions and written communication, our understanding both Councils are in favor of extending the Cost Sharing and Airport Agreements for one year. As indicated to us by the Mackenzie ratepayers during the public information meeting at the High Level Rural Hall on December 5th, 2005, comprehensiveness theory may be reviewed in the future and applied to certain service areas, but may not be necessarily applied to the degree as suggested by the Town of High Level Council.

Would you please sign below indicating the Town of High Level's acceptance to extend the Cost Sharing agreement to December 31, 2006 and extend the Airport Agreement to August 31, 2006. Two copies have been provided, one for your records and the other please return to us.

Yours truly,

Reeve Bill Neufeld

AGREED TO: _____
Reeve of the MD of Mackenzie

AGREED TO: _____
Mayor of the Town of High Level

DATE: _____

DATE: _____

AGREED TO: _____
Chief Administrative Officer

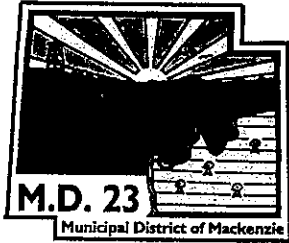
AGREED TO: _____
Chief Administrative Officer

DATE: _____

DATE: _____

DRAFT





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

September 23, 2005

The Honorable Rob Renner
Minister of Municipal Affairs
#227 Legislature Building
10800 - 97 Avenue
Edmonton, AB T5K 2B6

Dear Minister Renner:

Cost Sharing Negotiations

The Municipal District of Mackenzie has recently entered into cost sharing negotiations with the Town of High Level.

At the first meeting, the Town of High Level presented a proposed cost sharing agreement which was reviewed by the municipality. In turn, we presented a counter-offer at a follow up meeting. Since that meeting, negotiations seem to have stalled.

If further progress can not be achieved, would your department be able to recommend a mediator to further our negotiations?

Thank you for your consideration of our request, and we look forward to hearing from you. If you would like to further discuss the issue, I can be reached at (780) 841-1806.

Yours truly

Bill Neufeld
Reeve

Cc. Frank Oberle, MLA

Mailed Dec 18/05





9813 - 92 Street
High Level, Alberta
T0H 1Z0
Tel (780) 926-2201
Fax (780) 926-2899
www.highlevel.ca

Cell: 926-0209
mtmihaly@telusplanet.net

40th Anniversary
1965-2005

OFFICE OF THE MAYOR

October 25, 2005

Bill Neufeld, Reeve
MD Mackenzie
Box 640
Ft. Vermilion, AB
T0H 1N0

Dear Bill:

RE Mutual Agreements Negotiations

Council discussed your letter of October 13, 2005 regarding your agreement to extend the Airport and Cost sharing Agreements to December 31, 2006. This would be a foundation to move the negotiation process forward. Council suggests that the initial meeting address the fundamental principles of comprehensiveness in order that both parties feel comfortable in proceeding with further negotiations.

Unfortunately the suggested meeting date of October 26, 2005 is not possible due to prior commitments. Could you please suggest another date.

Yours truly,

Mike Mihaly, Mayor





9813 - 92 Street
High Level, Alberta
T0H 1Z0
Tel (780) 926-2201
Fax (780) 926-2899
www.highlevel.ca

40TH ANNIVERSARY
1965-2005

Cell: 926-0209
mtmihaly@telusplanet.net

OFFICE OF THE MAYOR

September 27, 2005

MD of Mackenzie No. 23
P.O. Box 640
Fort Vermillion, AB
T0H 1N0

Dear Reeve and Council:

Thank you for your letter dated September 19th expressing your interest to continue with the cost sharing negotiations with the Town of High Level.

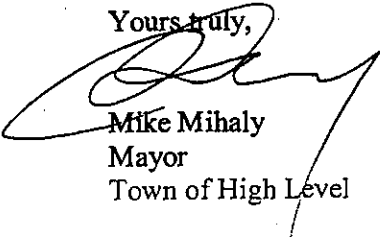
The Town is prepared to negotiate with the MD of Mackenzie on the separate individual agreements which will expire collectively on the clear understanding that each agreement is interrelated with and not independent of the remaining agreements. This inter-relationship is required in order to ensure that both parties recognize that these agreements, *in their entirety*, represent the fiscal and policy relationship between both of our organizations, hence the need for these agreements to be seen as a comprehensive package.

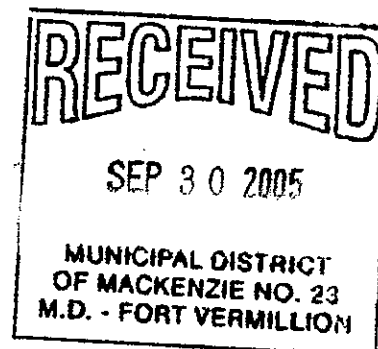
As the MD has suggested the extension of the Airport Agreement as well as the Fire Protection Agreement, we recommend that the remaining cost sharing agreement be extended to December 31, 2006 to expire with the economic development incentive agreement. This would allow time for proper negotiations and permit the inclusion of the water sharing agreement as part of the agreement package.

The Town believes that this principle of comprehensiveness is achievable and agrees to resume negotiations.

Dianne Hunter has contacted Ray Coad to set up a suitable date and time for the meeting.

Yours truly,


Mike Mihaly
Mayor
Town of High Level





October 13, 2005

Mayor and Council
Town of High Level
9813 - 102 St.
High Level, AB
T0H 2Y0

Re: Extension of Agreements

Dear Mike,

Thank you for your letter of September 27, 2005, in which you indicated a willingness to negotiate with the MD of Mackenzie on individual agreements. There was some confusion with regards to the reference made stating "each agreement is interrelated with and not independent of the remaining agreements." It is understood that these agreements represent the relationship between our organizations, and we will further consider your requirement that these agreements be seen as a comprehensive package but failing this each agreement shall be negotiated separately. With this understanding we accept your suggestion that the cost sharing agreements be extended to December 31, 2006.

We invite you to meet with Council on October 26, at 3:00 p.m. in Fort Vermilion to discuss the cost sharing agreement.

The Municipal District of Mackenzie #23 is dedicated to a transparent negotiation process, which will include an open house at which to inform the public of existing agreements and of amendments being reviewed. We believe that public input will benefit in the decision making process, and allow for continuing open communication with both ratepayers and fellow communities. We look forward to your participation in this forum.

You are welcome to contact either myself or C.A.O Ray Coad for further information.

Yours truly,



Bill Neufeld
Chairman Finance Committee
MD of Mackenzie No 23



September 19, 2005

Mayor and Council
Town of High Level
9813-102 Street
High Level AB T0H 1Z0

Dear Mayor and Council:

The Municipal District of Mackenzie Finance Committee would like to continue with cost sharing negotiations with the Town of High Level.

We are prepared to negotiate each of the agreements to expire collectively, but with each remaining independent of the other. If the Town of High Level will consider this option, we invite you to meet with us to re-enter the negotiation process.

We will continue to strive for a decision that will benefit all parties. Our hope is that jointly, we will facilitate the successful development of a cost sharing agreement.

Please contact Ray Coad with suitable dates for your committee to meet with us.

Sincerely,

A handwritten signature in black ink, appearing to read "B. Neufeld". The signature is written in a cursive style with a large initial "B".

Bill Neufeld
Chairperson
MD of Mackenzie Finance Committee



Name	Land Location
e Jerdans	NW 20-109-13-5th
Charles LaForge	SW 27-110-15, W5
Philip Kliche	LaCrest Ab. 95 Ave.
BRUCE BIERDUSLIK	SW 10-110-18-W5
Ernie Lanti	NE 28 109-18-W5
Lucille Labrecque	SW 27-110-15, W5
Sherry Jansen	NE-11-109-17-W5
CLARK HEDSICKER	Town of High Level
MIKE MIHALY	SE 33 104-19-W5.
Henry Wolfe	SE 37-110-19 W5
Corney Wolfe	High Level, MD
Richard Harder	NW-21-110-19
Susan Carthoo	Town of High Level.
L. Donovan	Town
PETER HAWRYLIK	High Level SE 13 109-16
Sylvia Kennedy	High Level
Marvin + Susan McNeil	SW 33-109-13-109 W5
Jan Lanti	NE 9 110 18 W5
Martha Griffith	NE 35 109 16 W5
Mike Dextrase	MD resident.
John W Dridger	MD 23,
Steve + Beth Kappalar	MD 23 Res.
STEWART McATON	Town of High Level.
Mark Andrews.	NW 31 109 18 W5
Marz Berg	SE 7 110-17-W5
Anne O'Leary	NE-31-109-17-W5
Peggy Steffen	NE-31-109-17-W5
Tom HEARICKSON	NE - 31 - 109 - 17 - W5
Kod S. Tyler	NE 24-110 -19 W5
Margaret GRIFFITHS	SW 3 111 - 19 W5
Ernie Dwyer	



Cost sharing between MD of Mackenzie and Town of High Level

1. How often you or your family member attends the following facilities (please circle one):

Swimming Pool	Never	1 - 6 times/year	7-12 times/year	over 12 times/year
Hockey arena/skating rink	Never	1 - 6 times/year	7-12 times/year	over 12 times/year
Ball diamonds	Never	1 - 6 times/year	7-12 times/year	over 12 times/year
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Other recreation parks	Never	1 - 6 times/year	7-12 times/year	over 12 times/year
FCSS programs	Never	1 - 6 times/year	7-12 times/year	over 12 times/year
Library	Never	1 - 6 times/year	7-12 times/year	over 12 times/year

Please specify if you agree, disagree or have no opinion regarding following statements:

2. Access to recreational facilities should be user-pay based - Mackenzie should pay to High Level a set amount per Mackenzie resident who attends a facility or uses a service.

Agree Disagree No opinion

3. Assuming High Level bases their cost-sharing amount calculation on a deficit for various departments (swimming pool, arena, parks, etc), Mackenzie should pay any amount as requested by High Level in order for Mackenzie residents to have access to facilities and services as if they are High Level residents.

Agree Disagree No opinion

4. Methodology used by Mackenzie in calculating cost-sharing amount is very appropriate and fair.

Agree Disagree No opinion

5. Mackenzie should fund town's capital projects such as major repairs of recreation facilities, building new recreational facilities, large equipment purchases, etc.

Agree Disagree No opinion

6. Mackenzie, High Level and surrounding local governments should work together towards regional recreation.

Agree Disagree No opinion

7. When it comes to fire services for High Level rural area, Mackenzie should invest in establishing High Level Rural fire hall and recruit volunteers from High Level rural as firefighters.

Agree Disagree No opinion

8. The Town of High Level actively promotes economical development within Mackenzie that is described as the Share-tax Area in the Economic Development Incentive Agreement.

Agree Disagree No opinion

9. Mackenzie should continue funding High Level for promotion development within the MD boundaries as described in the Economic Development Incentive Agreement.

Agree Disagree No opinion

Cost sharing between MD of Mackenzie and Town of High Level

Please in a space below and in few words, provide us with your opinion or suggestion regarding how Mackenzie should proceed with cost-sharing. Please describe what type of service area is the most important to you as a rate payer.

All of these services are very important to my family
Get together and negotiate an agreement

Then set up an agent to bring water to
rural residents surrounding High Level.

Did you find this public session useful? Do you think Council should seek public advice through public meeting like this one on more frequent basis?

Yes

On a scale one to five how would you rate the presentation (five being the highest and one being the lowest)?
Did you find it informative?

3/5

Other comments:

If you wish, please write your contact information below. We may contact you for further discussion. Your personal information will be held confidential.

THANK YOU!

Cost sharing between MD of Mackenzie and Town of High Level

1. How often you or your family member attends the following facilities (please circle one):

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Agree Disagree No opinion

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Agree Disagree No opinion

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Agree Disagree No opinion

9. Mackenzie should continue funding High Level for promoting development within the MD boundaries as described in the Economic Development Incentive Agreement.

Agree Disagree No opinion

Cost sharing between MD of Mackenzie and Town of High Level

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Agree Disagree No opinion

Cost sharing between MD of Mackenzie and Town of High Level

Please in a space below and in few words, provide us with your opinion or suggestion regarding how Mackenzie should proceed with cost-sharing. Please describe what type of service area is the most important to you as a rate payer.

I believe the MD is using the right method to figure out the tax payers share as it is now.

Did you find this public session useful? Do you think Council should seek public advice through public meeting like this one on more frequent basis? yes

On a scale one to five how would you rate the presentation (five being the highest and one being the lowest)?
Did you find it informative? 5

Other comments:

If you wish, please write your contact information below. We may contact you for further discussion. Your personal information will be held confidential.

THANK YOU!

Cost sharing between MD of Mackenzie and Town of High Level

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Agree Disagree No opinion

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Agree Disagree No opinion

Cost sharing between MD of Mackenzie and Town of High Level

Please in a space below and in few words, provide us with your opinion or suggestion regarding how Mackenzie should proceed with cost-sharing. Please describe what type of service area is the most important to you as a rate payer.

- user pay for recreation, library services
- Most important - fire, library, airport, recreation

Did you find this public session useful? Do you think Council should seek public advice through public meeting like this one on more frequent basis?

yes, yes

On a scale one to five how would you rate the presentation (five being the highest and one being the lowest)?
Did you find it informative? 1 5

4

Other comments:

If you wish, please write your contact information bellow. We may contact you for further discussion. Your personal information will be held confidential.

THANK YOU!

Cost sharing between MD of Mackenzie and Town of High Level

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Agree Disagree No opinion

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Agree Disagree No opinion

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Agree Disagree No opinion

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Agree Disagree No opinion

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Agree Disagree No opinion

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Agree Disagree No opinion

Cost sharing between MD of Mackenzie and Town of High Level

Please in a space below and in few words, provide us with your opinion or suggestion regarding how Mackenzie should proceed with cost-sharing. Please describe what type of service area is the most important to you as a rate payer.

Fire + ambulance.

Did you find this public session useful? Do you think Council should seek public advice through public meeting like this one on more frequent basis? Yes

On a scale one to five how would you rate the presentation (five being the highest and one being the lowest)?
Did you find it informative? 3 Yes

Other comments:

If you wish, please write your contact information below. We may contact you for further discussion. Your personal information will be held confidential.

THANK YOU!

Cost sharing between MD of Mackenzie and Town of High Level

Please in a space below and in few words, provide us with your opinion or suggestion regarding how Mackenzie should proceed with cost-sharing. Please describe what type of service area is the most important to you as a rate payer.

pay a fair amount for all services
arena fees should be the same as FORT out A

Did you find this public session useful? Do you think Council should seek public advice through public meeting like this one on more frequent basis?

YES GOOD INFO

On a scale one to five how would you rate the presentation (five being the highest and one being the lowest)? Did you find it informative?

3-4

Other comments:

If you wish, please write your contact information below. We may contact you for further discussion. Your personal information will be held confidential.

THANK YOU!

Cost sharing between MD of Mackenzie and Town of High Level

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Please specify if you agree, disagree or have no opinion regarding following statements:

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Agree

Disagree

No opinion

3. Assuming High Level bases their cost-sharing amount calculation on a deficit for various departments (swimming pool, arena, parks, etc), Mackenzie should pay any amount as requested by High Level in order for Mackenzie residents to have access to facilities and services as if they are High Level residents.

Agree

Disagree

No opinion

4. Methodology used by Mackenzie in calculating cost-sharing amount is very appropriate and fair.

Agree

Disagree

No opinion

5. Mackenzie should fund town's capital projects such as major repairs of recreation facilities, building new recreational facilities, large equipment purchases, etc.

Agree

Disagree

No opinion

6. Mackenzie, High Level and surrounding local governments should work together towards regional recreation.

Agree

Disagree

No opinion

7. When it comes to fire services for High Level rural area, Mackenzie should invest in establishing High Level Rural fire hall and recruit volunteers from High Level rural as firefighters.

Agree

Disagree

No opinion

8. The Town of High Level actively promotes economical development within Mackenzie that is described as the Share-tax Area in the Economic Development Incentive Agreement.

Agree

Disagree

No opinion

9. Mackenzie should continue funding High Level for promoting development within the MD boundaries as described in the Economic Development Incentive Agreement.

Agree

Disagree

No opinion

Cost sharing between MD of Mackenzie and Town of High Level

Please in a space below and in few words, provide us with your opinion or suggestion regarding how Mackenzie should proceed with cost-sharing. Please describe what type of service area is the most important to you as a rate payer.

Fire Service is important and we should not be held hostage by having to pay for lesser used services at an exorbitant rate. So are essential services; like ambulance and water.

We should pay for the services at the same per capita rate as town residents apportioned over the MD population that is actually using that service. This providing their numbers are not stacked or biased.

Did you find this public session useful? Do you think Council should seek public advice through public meeting like this one on more frequent basis?

I like these meetings and they should continue. It helps to promote democracy and gives the councillors needed support to make good decisions.

On a scale one to five how would you rate the presentation (five being the highest and one being the lowest)? Did you find it informative?

I give it a 5, a very good meeting

Other comments:

If you wish, please write your contact information below. We may contact you for further discussion. Your personal information will be held confidential.

Steven Kappeler 926-4674

THANK YOU!

Cost sharing between MD of Mackenzie and Town of High Level

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Agree

Disagree

No opinion

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Agree

Disagree

No opinion

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Agree

Disagree

No opinion

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Agree

Disagree

No opinion

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Agree

Disagree

No opinion

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Agree

Disagree

No opinion

8. The Town of High Level actively promotes economical development within Mackenzie that is described as the Share-tax Area in the Economic Development Incentive Agreement.

Agree

Disagree

No opinion

9. Mackenzie should continue funding High Level for promoting development within the MD boundaries as described in the Economic Development Incentive Agreement.

Agree

Disagree

No opinion

Cost sharing between MD of Mackenzie and Town of High Level

1. How often you or your family member attends the following facilities (please circle one):

Swimming Pool	<u>Never</u>	1 - 6 times/year	7-12 times/year	over 12 times/year
Hockey arena/skating rink	Never	<u>1 - 6 times/year</u>	7-12 times/year	over 12 times/year
Ball diamonds	<u>Never</u>	1 - 6 times/year	7-12 times/year	over 12 times/year
Curling rink	Never	<u>1 - 6 times/year</u>	7-12 times/year	over 12 times/year
Skate park	<u>Never</u>	1 - 6 times/year	7-12 times/year	over 12 times/year
Other recreation parks	Never	1 - 6 times/year	7-12 times/year	over 12 times/year
FCSS programs	Never	1 - 6 times/year	7-12 times/year	over 12 times/year
Library	Never	<u>1 - 6 times/year</u>	7-12 times/year	over 12 times/year

Please specify if you agree, disagree or have no opinion regarding following statements:

- Access to recreational facilities should be user-pay based - Mackenzie should pay to High Level a set amount per Mackenzie resident who attends a facility or uses a service.

Agree	Disagree	No opinion	<u>Undecided</u>
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- Assuming High Level bases their cost-sharing amount calculation on a deficit for various departments (swimming pool, arena, parks, etc), Mackenzie should pay any amount as requested by High Level in order for Mackenzie residents to have access to facilities and services as if they are High Level residents.

Agree	Disagree	No opinion	<u>''</u>
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- Methodology used by Mackenzie in calculating cost-sharing amount is very appropriate and fair.

Agree	Disagree	No opinion	<u>''</u>
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- Mackenzie should fund town's capital projects such as major repairs of recreation facilities, building new recreational facilities, large equipment purchases, etc.

<u>Agree</u>	Disagree	No opinion	
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- Mackenzie, High Level and surrounding local governments should work together towards regional recreation.

Agree	Disagree	<u>No opinion</u>	
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- When it comes to fire services for High Level rural area, Mackenzie should invest in establishing High Level Rural fire hall and recruit volunteers from High Level rural as firefighters.

Agree	Disagree	No opinion	<u>''</u>
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- The Town of High Level actively promotes economical development within Mackenzie that is described as the Share-tax Area in the Economic Development Incentive Agreement.

Agree	Disagree	No opinion	<u>''</u>
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- Mackenzie should continue funding High Level for promoting development within the MD boundaries as described in the Economic Development Incentive Agreement.

Agree	Disagree	No opinion	<u>''</u>
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