

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Tuesday, February 8, 2011
10:00 a.m.**

**Conference Room
La Crete County Office, Alberta**

AGENDA

			Page
CALL TO ORDER:	1.	a) Call to Order	
AGENDA:	2.	a) Adoption of Agenda	
ADOPTION OF PREVIOUS MINUTES:	3.	a) Minutes of the January 24, 2011 Regular Council Meeting	9
BUSINESS ARISING OUT OF THE MINUTES:	4.	a) b)	
DELEGATIONS:	5.	a) b)	
GENERAL REPORTS:	6.	a) Mackenzie Housing Management Board Meeting Minutes – November 29, 2010 b)	23
PUBLIC HEARINGS:		Public Hearings are scheduled for 1:00 p.m.	
	7.	a) Bylaw 777-10 Subdivision Plan Cancellation Part of SW 25-105-14-W5M (Plan 952 1919, Block 1, Lot 1) (Wilson Prairie Area)	31
		b) Bylaw 788-10 Land Use Bylaw Amendment to Rezone Part of SW 2-106-15-W5M (Plan 982 3499, Block 1, Lot 1) from Agricultural District 1 "A1" to Rural Industrial District 1 "RI1" (La Crete Rural)	49

TENDERS:	8.	a)	RV Park Road Request for Proposal	
		b)		
COUNCIL COMMITTEE, CAO AND DIRECTORS REPORTS:	9.	a)	Council Committee Reports	
		b)	CAO and Director Reports	63
CORPORATE SERVICES:	10.	a)	Bylaw 797-11 Fee Schedule Bylaw	77
		b)	Bylaw 798-11 Water & Sewer System Bylaw	89
		c)	Bylaw 799-11 – Amending Bylaw 772-10 being the Borrowing Bylaw for the Rural Water Line Phase I Project	113
		d)	Tax Write-Off – Rolls 192075, 076973, 077126, 098336	119
		e)	Golf Course Assessments	121
		f)	Business Plan	129
		g)	Tri-Council Meeting Agenda Items	131
		h)	La Crete Chamber of Commerce Annual General Meeting	133
		i)		
		j)		
OPERATIONAL SERVICES:	11.	a)	Bylaw 796-11 Municipal Parks Bylaw	137
		b)	Snow Dump	155
		c)	Vehicle Purchase	159
		d)	Communications	161
		e)	High Level Water Point	165
		f)	Tompkins Crossing (Summer)	171

		g)	Highway 88 Base Paving	175
		h)		
		i)		
PLANNING & DEVELOPMENT:	12.	a)	Bylaw 795-11 Land Use Bylaw Amendment to Rezone Part of SE 21-110-15-W5M from Agricultural District 1 "A1" to Rural Industrial District 1 "RI1" (Fidler Pit Area)	179
		b)	01-SUB-11 Brenda May Friesen, Bio-Mass Gasification Power Plant Subdivision (SE 13-106-14-W5M, Highway 88 Connector Area)	187
		c)	Safety Codes Service Contract Review & Comparison	201
		d)	Development Statistics Report Year End Comparison (2010)	211
		e)		
		f)		
EMERGENCY & ENFORCEMENT SERVICES:	13.	a)	Bylaw 794-11 Traffic Regulation	213
		b)	Tompkins Fire Hall	229
		c)		
		d)		
INFORMATION / CORRESPONDENCE:	14.	a)	Information/Correspondence Items	231
IN CAMERA SESSION:	15.	a)	CAO Contract	
		b)	Personnel	
		c)	Land Purchase	
		d)	Release of Municipal Audit Management Letters Survey (AAMDC)	

e) NRCB Hearing (Grow North)

f)

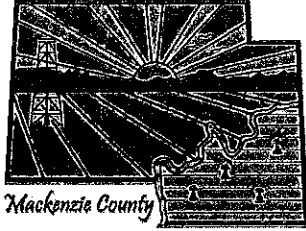
g)

**NEXT MEETING
DATE:**

16. a) Regular Council Meeting
Wednesday, February 23, 2011
4:00 p.m.
Conference Room, La Crete County Office

ADJOURNMENT:

17. a) Adjournment



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	February 8, 2011
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Minutes of the January 24, 2011 Regular Council Meeting

BACKGROUND / PROPOSAL:

Minutes of the January 24, 2011 Regular Council meeting are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

That the minutes of the January 24, 2011 Regular Council meeting be adopted as presented.

Author: C. Gabriel

Review by: _____

CAO 

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Monday, January 24, 2011
4:00 p.m.**

**Conference Room
La Crete County Office, Alberta**

PRESENT:

Bill Neufeld	Reeve
Walter Sarapuk	Deputy Reeve
Jacque Bateman	Councillor
Peter F. Braun	Councillor
Elmer Derksen	Councillor
Dicky Driedger	Councillor
John W. Driedger	Councillor
Odell Flett	Councillor
Eric Jorgensen	Councillor
Lisa Wardley	Councillor

REGRETS:

ADMINISTRATION:

William (Bill) Kostiw	Chief Administrative Officer
Joulia Whittleton	Director of Corporate Services
John Klassen	Director of Operations South
Al Hoggan	Director of Operations North
Marion Krahn	Supervisor of Planning & Development
Carol Gabriel	Executive Assistant

ALSO PRESENT: Members of the media and the public.

Minutes of the Regular Council meeting for Mackenzie County held on January 24, 2011 at the Conference Room, La Crete County Office, Alberta.

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

Reeve Neufeld called the meeting to order at 4:05 p.m.

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

MOTION 11-01-066 **MOVED** by Councillor J. Driedger

That the agenda be adopted with the following additions:

- 5. a) S/Sgt. Tom Love, RCMP - Delegation
- 11. e) Resource Road Applications

- 15. e) Fort McMurray Land
- 11. f) Tompkins Ice Bridge
- 15. f) Fort Vermilion FCSS

CARRIED

**ADOPTION OF
PREVIOUS MINUTES:**

- 3. a) **Minutes of the January 11, 2011 Regular Council Meeting**

MOTION 11-01-067

MOVED by Councillor Wardley

That the minutes of the January 11, 2011 Regular Council meeting be adopted as presented.

CARRIED

- 3. b) **Minutes of the January 14, 2011 Special Council (Budget) Meeting**

MOTION 11-01-068

MOVED by Councillor Flett

That the minutes of the January 14, 2011 Special Council (Budget) meeting be adopted as presented.

CARRIED

**BUSINESS ARISING
OUT OF THE MINUTES:**

- 4. a) **None**

GENERAL REPORTS:

- 6. a) **Parks and Recreation Committee Meeting Minutes – November 23, 2010**

MOTION 11-01-069

MOVED by Deputy Reeve Sarapuk

That the Parks and Recreation Committee meeting minutes of November 23, 2010 be received for information.

CARRIED

- 6. b) **Equipment Committee Meeting Minutes – January 13, 2011**

MOTION 11-01-070

MOVED by Councillor J. Driedger

That the draft minutes of the January 13, 2011 Equipment Committee meeting be received for information.

CARRIED

6. c) Fort Vermilion Building Committee

MOTION 11-01-071

MOVED by Councillor Derksen

That the Fort Vermilion Building Committee meeting minutes be received for information.

CARRIED

PUBLIC HEARINGS:

7. a) None

**COUNCIL COMMITTEE,
CAO AND DIRECTORS
REPORTS:**

9. a) None

10. a) Tri-Council Meeting Agenda Items

MOTION 11-01-072

MOVED by Councillor Braun

That the tri-council meeting be moved to the last week of March.

CARRIED

10. b) Ward Boundary Review

MOTION 11-01-073

MOVED by Councillor J. Driedger

That administration be instructed to prepare a bylaw as per resolution 10-10-866 for first reading in March 2011.

Councillor Derksen requested a recorded vote.

Opposed:

Councillor Flett
Councillor Jorgensen
Councillor Wardley
Deputy Reeve Sarapuk
Councillor Bateman

In Favor:

Councillor Derksen
Councillor D. Driedger
Councillor J. Driedger
Councillor Braun
Reeve Neufeld

DEFEATED

MOTION 11-01-074

MOVED by Councillor Braun

That the ward boundaries be adjusted based on population, geographic area, distance, industry, and specialized municipality status with the assistance of Municipal Affairs.

Councillor Braun requested a recorded vote.

Opposed:
Councillor Jorgensen

In Favor:
Councillor Derksen
Councillor Flett
Councillor Wardley
Deputy Reeve Sarapuk
Reeve Neufeld
Councillor D. Driedger
Councillor Bateman
Councillor J. Driedger
Councillor Braun

CARRIED

Reeve Neufeld recessed the meeting at 5:02 p.m. and reconvened the meeting at 5:16 p.m.

**OPERATIONAL
SERVICES:**

11. a) 2011 Grader Replacement

MOTION 11-01-075

MOVED by Deputy Reeve Sarapuk

That administration be authorized to purchase five 140M All-wheel drive CAT Graders, year model 2011 at option (1+3) 4yr.

CARRIED UNANIMOUSLY

TENDERS:

8. a) Tompkins Fire Hall Construction Tender – 5:00 p.m.

MOTION 11-01-076

MOVED by Councillor Braun

That the Tompkins Fire Hall Construction tenders be opened.

CARRIED

Tenders Received:

	Option A	Option B
Ed Harder Construction	\$444,200.00	\$482,850.00
Sureline Carpentry	\$530,733.21	\$589,276.50

LG Construction	\$549,200.00	\$597,300.00
Square D Construction	\$423,653.97	\$451,948.09
Hardy Construction	\$488,100.00	\$539,300.00

MOTION 11-01-077

MOVED by Councillor D. Driedger

That the Tompkins Fire Hall Construction tender be awarded to the lowest qualifying tender at Option B subject to budget amendment.

CARRIED UNANIMOUSLY

DELEGATIONS:

5. a) S/Sgt. Tom Love, RCMP

S/Sgt. Tom Love from the Fort Vermilion RCMP detachment was present to discuss crime statistics within the County.

11. b) Equipment Tenders

MOTION 11-01-078

MOVED by Councillor J. Driedger

That the equipment tenders be received for information.

CARRIED

11. c) Tompkins Crossing

MOTION 11-01-079

MOVED by Councillor J. Driedger

That the Tompkins crossing be received for information.

CARRIED

11. d) La Crete Waste Transfer Station Caretaking Contract Extension

MOTION 11-01-080

MOVED by Councillor J. Driedger

That Mackenzie County extend the La Crete Waste Transfer Station Caretaking contract for a one (1) year period.

CARRIED

MOTION 11-01-081

MOVED by Councillor Braun

That the Director of Operations be authorized to negotiate additional hours for the La Crete Waste Transfer Station operations.

CARRIED

Reeve Neufeld recessed the meeting at 5:47 p.m. and reconvened the meeting at 6:33 p.m.

**PLANNING &
DEVELOPMENT:**

**12. a) Sale of Former Municipal Reserve Lot Plan 052
2048, Block 4, Lot 3(Lake Side Estates - La Crete)**

MOTION 11-01-082

MOVED by Councillor J. Driedger

That Plan 052 2048, Block 4, Lot 3 be made available for sale by sealed tender closing at 1:00 p.m., Wednesday, February 23, 2011 and be subject to subdivision of the lands as shown in Bylaw 705-09.

CARRIED UNANIMOUSLY

11. e) Resource Road Applications (ADDITION)

MOTION 11-01-083

MOVED by Deputy Reeve Sarapuk

That the resource road applications be received for information.

CARRIED

**EMERGENCY &
ENFORCEMENT
SERVICES:**

13. a) None

**INFORMATION /
CORRESPONDENCE:**

14. a) Information/Correspondence Items

MOTION 11-01-084

MOVED by Councillor Wardley

That a letter be sent to the Fire Commissioner in opposition to mandatory training for volunteer fire departments.

CARRIED UNANIMOUSLY

MOTION 11-01-085

MOVED by Councillor J. Driedger

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

CARRIED

IN CAMERA SESSION:

MOTION 11-01-086

MOVED by Councillor Braun

That Council move in-camera to discuss issues under the Freedom of Information and Protection of Privacy Regulations 18 (1) at 6:47 p.m.

- 15. a) Waste Management Negotiations
- 15. b) Personnel
- 15. c) Land Negotiations (Roads & Water)
- 15. d) Out of Scope Staff
- 15. e) Fort McMurray land
- 15. f) Fort Vermilion FOSS
- 15. g) 23-SUB-09 Randy and Lorraine Renauer (NE 22-110-19-W5M) (High Level Rural)
- 15. h) Peter Krahn (Drainage)
- 11. f) Tompkins Ice-Bridge

CARRIED

MOTION 11-01-087

MOVED by Councillor J. Driedger

That Council move out of camera at 8:11 p.m.

CARRIED

IN CAMERA SESSION:

15. a) Waste Management Negotiations

MOTION 11-01-088

MOVED by Councillor Wardley

That the waste management negotiations be referred back to the Waste Management Ad Hoc Task Force for further review.

CARRIED

15. b) Personnel

MOTION 11-01-089

MOVED by Councillor Flett

That the personnel update be received information.

CARRIED

15. c) Land Negotiations (Roads & Water)

15. e) Fort McMurray Land (ADDITION)

MOTION 11-01-090

MOVED by Councillor Wardley

That the letters to Ministers be sent as amended and that the land negotiations be included in the letter to the Minister of Agriculture.

CARRIED

MOTION 11-01-091

MOVED by Councillor Bateman

That the land auction units be sold in order by odd units followed by the even units.

CARRIED UNANIMOUSLY

15. d) Out of Scope Staff

MOTION 11-01-092

MOVED by Deputy Reeve Sarapuk

That the out of scope staff salaries be approved as presented.

CARRIED

15. f) Fort Vermilion FCSS (ADDITION)

MOTION 11-01-093

Requires unanimous

MOVED by Councillor Bateman

That a letter be sent to the Fort Vermilion FCSS requesting regular meeting dates and a copy of approved meeting minutes.

CARRIED UNANIMOUSLY

15. g) 23-SUB-09 Randy and Lorraine Renauer (NE 22-110-19-W5M) (High Level Rural) (ADDITION)

MOTION 11-01-094

Requires unanimous

MOVED by Councillor Braun

That a letter be sent to Randy and Lorraine Renauer regarding the status of their Subdivision Application 23-SUB-09 on NE

22-110-19-W5M.

CARRIED UNANIMOUSLY

11. f) Tompkins Ice-Bridge (ADDITION)

MOTION 11-01-095
Requires unanimous

MOVED by Councillor D. Driedger

That the amended safety plan for the Tompkins ice bridge be sent to Alberta Transportation.

CARRIED UNANIMOUSLY

15. h) Peter Krahn (Drainage)

MOTION 11-01-096
Requires unanimous

MOVED by Councillor Wardley

That the letter from James and Peter W. Krahn be received for information.

CARRIED UNANIMOUSLY

NEXT MEETING DATE:

16. a) Regular Council Meeting
Tuesday, February 8, 2011
10:00 a.m.
County Office, La Crete, AB

ADJOURNMENT:

17. a) Adjournment

MOTION 11-01-097

MOVED by Councillor D. Driedger

That the Council meeting be recessed at 8:19 p.m. until 9:00 a.m. on Tuesday, January 25, 2011.

CARRIED

PRESENT:

Bill Neufeld	Reeve
Walter Sarapuk	Deputy Reeve
Jacque Bateman	Councillor
Peter F. Braun	Councillor (arrived at 11:45 a.m.)
Elmer Derksen	Councillor
Dicky Driedger	Councillor
John W. Driedger	Councillor
Odell Flett	Councillor
Eric Jorgensen	Councillor

Lisa Wardley Councillor (arrived at 9:15 a.m.)

REGRETS:

ADMINISTRATION: William (Bill) Kostiw Chief Administrative Officer
Joulia Whittleton Director of Corporate Services
John Klassen Director of Operations South
Al Hoggan Director of Operations North
Marion Krahn Supervisor of Planning & Development
Carol Gabriel Executive Assistant

ALSO PRESENT:

Reeve Neufeld reconvened the meeting at 9:08 a.m. on Tuesday, January 25, 2011.

Councillor Wardley joined the meeting at 9:15 a.m.

BUSINESS PLAN:

John Szumlas from Activation Analysis Group presented the 2011 – 2014 draft Business Plan to Council.

Reeve Neufeld recessed the meeting at 10:04 a.m. and reconvened the meeting at 10:15 a.m.

Reeve Neufeld recessed the meeting at 11:03 a.m. and reconvened the meeting at 11:16 a.m.

MOTION 11-01-098

MOVED by Councillor J. Driedger

That council move in-camera at 11:40 a.m. to discuss CAO recruitment.

CARRIED

Members from administration left the meeting at 11:40 a.m.

Councillor Braun joined the meeting at 11:45 a.m.

MOTION 11-01-099

MOVED by Councillor Wardley

That Council move out of camera at 2:53 p.m.

CARRIED

Members from administration rejoined the meeting at 2:53 p.m.

MOTION 11-01-100

MOVED by Deputy Reeve Sarapuk

That Council authorizes John Szumlas to negotiate with the CAO candidate selected by Council and that he work with the Reeve and Deputy Reeve in the preparation of acceptable terms and conditions of the contract and report back to Council.

CARRIED UNANIMOUSLY

MOTION 11-01-101

MOVED by Councillor Wardley

That the regular council meeting be adjourned at 3:05 p.m.

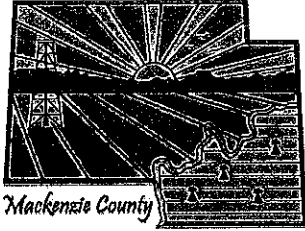
CARRIED

These minutes will be presented to Council for approval on February 8, 2011.

Bill Neufeld
Reeve

William Kostiw
Chief Administrative Officer

UNAPPROVED



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	February 8, 2011
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Mackenzie Housing Management Board Meeting Minutes – November 29, 2010

BACKGROUND / PROPOSAL:

Information item. The adopted minutes of the November 29, 2010 meetings are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

That the Mackenzie Housing Management Board meeting minutes of November 29, 2010 be received for information.

Author: C. Gabriel

Review By: _____

CAO 

**MACKENZIE HOUSING MANAGEMENT BOARD
REGULAR BOARD MEETING
November 29, 2010 – 10:30 A.M.
Fireside Room – Heimstaed Lodge**

In Attendance: George Friesen, Chair
John W. Driedger, Vice Chair
Dave Neufeld
Abe Peters
Ellis Forest
Peter Wieler
Shirley Rechlo
Dawn Moberly
Reuben Derksen
Wally Olorenshaw

Regrets:

Administration: Barb Spurgeon, Chief Administrative Officer
Dorothy Klassen, Lodge Manager
Lisa Unruh, Executive Assistant
Joyce Grant, Health Care Manager
Nettie Wolfe, Housekeeping Supervisor
Lloyd Janzen, Kitchen Supervisor
Henry Goertzen, Maintenance Supervisor

Call to Order: Chair George Friesen called the Board meeting to order at 10:15 a.m.

Agenda: **Approval of Agenda**

10-161 Moved by Reuben Derksen

That the agenda be amended as follows:
Change item 6.3 to 6.6 Lodge Operational Reserve

Carried

Minutes: September 27, 2010 Board Meeting

10-162 Moved by Ellis Forest

That the minutes of the September 27, 2010 regular Board meeting be approved as distributed.

Carried

Reports: CAO Report

10-163 Moved by Abe Peters

That the Chief Administrative Officer report be accepted for information.

Carried

Financial Reports Housing – October 31, 2010

10-164 Moved by John W. Driedger

That the October 31, 2010 Housing financial report be accepted for information.

Carried

Lodge – October 31, 2010

10-165 Moved by Abe Peters

That the October 31, 2010 Lodge financial report be accepted for information.

Carried

Assisted Care – October 31, 2010

10-166 Moved by Dawn Moberly

That the October 31, 2010 Assisted Care financial report be accepted for information.

Carried

Arrears Report

10-167 Moved by Wally Olorenshaw

That the October 2010 arrears report be received for information.

Carried

Chairman Friesen recessed the regular board meeting at 11:01 a.m.

Chairman Friesen reconvened the regular board meeting at 11:11 a.m.

Cell Phones

10-168 Moved by Shirley Rechlo

That all cell phones be turned off during a board meeting.

Carried

New Business:

Budget Assumptions

John W. Driedger requested motion 10-169 be a recorded vote.

10-169 Moved by Shirley Rechlo

That effective March 1, 2011, rent in the Heimstaed Senior's Lodge be increased to \$1100.00 per month.

Carried

In favor – George Friesen, John W. Driedger, Dave Neufeld,
Abe Peters, Peter Wieler, Shirley Rechlo, Dawn Moberly,
Reuben Derksen, Wally Olorenshaw
Opposed – Ellis Forest

Lodge Operational Reserve

10 -170 Moved by Dave Neufeld

That a letter be sent to the Alberta Housing Minister
requesting approval for the establishment of an operating
reserve in the amount of \$500,000.00.

Carried Unanimous

Interim Budget Approvals

10-171 Moved by Peter Wieler

That the interim 2011 Lodge operating budget be adopted at
fifty (50%) percent of the 2010 operating budget.

Carried

10-172 Moved by John W. Driedger

That the interim 2011 Supportive Living operating budget be
adopted at fifty (50%) percent of the 2010 operating budget.

Carried

Purchase of Mechanical Lift

10-173 Moved by Peter Wieler

That a mechanical lift be purchased in the amount of
\$7,785.00 from Uplift Equipment and that the funding be
taken from the operational reserve.

Carried

Replacement of Bathtub

10-174

Moved by Reuben Derksen

That a replacement ARJO Parker tub be purchased for the Heimstaed lodge in the amount of \$25,583.25 from the Lodge operations reserve.

Carried

Walk-In Freezer

10-175

Moved by Ellis Forest

That a walk-in freezer be purchased from Hendrix Restaurant Equipment & Supplies in the amount of \$7,944.30.

Carried

Information Items:

10-176

Moved by Abe Peters

That the following items be accepted for information:

Bank reconciliation for September 2010
Bank reconciliation for October 2010
Letter to Health Minister
3rd Quarter Housing Report

Carried

In Camera

**Legal – AHS Contract
Personnel**

10-177

Moved by Dawn Moberly

That consideration be given to move in camera at 12:03 p.m.

Carried

10-178 Moved by John W. Driedger

That consideration be given to move out of in-camera at 1:34 p.m.

Carried

10-179 Moved by Dave Neufeld

That approval be given to the draft contract with Alberta Health Services to provide care to the supportive living clients.

Carried

Administration was directed to bring back a draft policy on internal communications and grievance procedures.

Next Meeting Date: Regular Board Meeting
January 31, 2011 - 10:00 a.m.
Fireside Room – Phase I
Heimstaed Lodge

Adjournment:

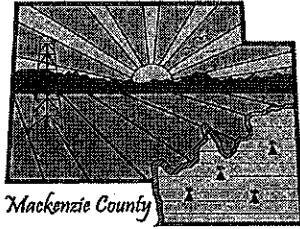
10-180 Moved by Peter Wieler

That the board meeting of November 29, 2010 be adjourned at 1:36 p.m.

Carried

George Friesen, Chair

Lisa Unruh, Executive Assistant



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	February 8, 2011
Presented By:	Marion Krahn, Supervisor of Planning and Development
Title:	PUBLIC HEARING Bylaw 777-10 Subdivision Plan Cancellation Part of SW 25-105-14-W5M (Plan 952 1919, Block 1, Lot 1) (Wilson Prairie Area)

BACKGROUND / PROPOSAL:

Bylaw 777-10, being a Land Use Bylaw amendment application for the cancellation of subdivision Plan 952 1919, Block 1, Lot 1 in order to revert the lands back into SW 25-105-14-W5M, received first reading at the December 14, 2010 Council meeting.

Prior to first reading, the subject Bylaw was also presented to the Municipal Planning Commission (MPC), who made the following motion:

That the Municipal Planning Commission recommendation to Council be for the approval of the Bylaw 777-10 for the cancellation of Subdivision Plan 952 1919, Block 1, Lot 1 for the purpose of reverting the lands back into SW 25-105-14-W5M, from which the subdivision was taken, subject to the public hearing input.

The applicants are changing their subdivision boundaries and due to the change in shape, must first cancel the existing subdivision before the new boundaries can be registered.

The Bylaw wording has been amended to reflect the suggestions of Land Titles.

HISTORY:

The subject lands were developed by a previous landowner. The applicants purchased the lands believing that their boundary was the drainage swale which exists through SW 25-105-14-W5M. Upon receipt and review of a Development Permit application for an addition to the existing Mobile Home and upon further discussions with the applicant,

Author: M. Krahn Review by: _____ CAO

Development staff found that the existing Mobile Home is situated primarily on the adjacent lands. In addition, Development staff found that the private sewage pump out discharges onto the adjacent lands, just east of the drainage swale.

The applicant proceeded to negotiate a boundary change with the owner of the balance of the quarter section and subsequently submitted a subdivision application and the subject plan cancellation request. The MPC expressed concerns regarding the proposed subdivision boundaries (see attached) as they do not encompass the full fragmented parcel and therefore, tabled both the subdivision application and the subject plan cancellation request to allow further discussion with the landowners. The Planning Department discussed the matter with the two landowners and found that while the applicant was willing to purchase additional lands, the owner of the balance of the quarter section was not prepared to sell any lands other than those shown in the attached plan.

Hereafter, the MPC approved the new subdivision and recommended that Council approved the cancellation of Plan 952 1919, Block 1, Lot 1 subject to public hearing input.

The Development Permit application was held due to the boundary problem however, once the subdivision and rezoning applications were received, the Development Permit was issued subject to the following:

1. ***This permit approval is subject to the subdivision boundaries being amended as reflected in Subdivision Application 19-SUB-10. Failure to amend the subdivision boundaries will render this permit null and void. The subdivision boundaries are required to be amended due to the existing Mobile Home encroaching onto the adjacent lands.***

The developers removed the previous addition to their Mobile Home shortly after Development Permit application was submitted and were experiencing tight time constraints in completing the new addition prior to winter. As a result of the time constraints and the developer having completed and submitted the necessary documentation to correct the subject subdivision, the Development Permit was approved (attached).

OPTIONS & BENEFITS:

A subdivision boundary adjustment can be completed when the subdivision boundaries are expanded however, when the subdivision boundaries are shifted to exclude any portion of the original subdivision, the subdivision must be cancelled and a new subdivision registered.

The applicants desire to have their property lines amended to ensure that their buildings and services are contained within their property boundaries. An amendment to the private sewage system is required in order to conform to the current standards.

Author: M. Krahn Review by: _____ CAO _____

COSTS & SOURCE OF FUNDING:

All costs will be borne by the applicant.

RECOMMENDED ACTION:

MOTION 1

That second reading be given to Bylaw 777-10, being a Land Use Bylaw amendment for the cancellation of Plan 952 1919, Block 1, Lot 1 for the purpose of reverting the lands back into SW 25-105-14-W5M, from which the subdivision was taken.

MOTION 2

That third reading be given to Bylaw 777-10, being a Land Use Bylaw amendment for the cancellation of Plan 952 1919, Block 1, Lot 1 for the purpose of reverting the lands back into SW 25-105-14-W5M, from which the subdivision was taken.

Mackenzie County

PUBLIC HEARING FOR LAND USE BYLAW AMENDMENT

BYLAW 777-10

Order of Presentation

_____ This Public Hearing will now come to order at _____.

_____ Was the Public Hearing properly advertised?

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

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

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

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

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

_____ This Hearing is now closed at _____.

REMARKS/COMMENTS:

BYLAW NO. 777-10

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

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

WHEREAS, Mackenzie County has a Municipal Development Plan adopted in 2009,
and

WHEREAS, Mackenzie County has adopted the Mackenzie County Land Use Bylaw in
2004, and

WHEREAS, Council of Mackenzie County, at the request of the registered landowners,
has determined that the subdivision outlined in Schedule "A" hereto attached, be subject
to a cancellation, and

NOW THEREFORE, BE IT RESOLVED THAT THE COUNCIL OF MACKENZIE
COUNTY DOES HEREBY ENACTS AS FOLLOWS:

1. That Subdivision Plan 952 1919, Block 1, Lot 1 is hereby cancelled in whole and
consolidate the land back into the SW 25-105-14-W5M from which the
subdivision was taken.

READ a first time this 14th day of December, 2010.

READ a second time this ___ day of _____, 2011.

READ a third time and finally passed this ___ day of _____, 2011.

Bill Neufeld
Reeve

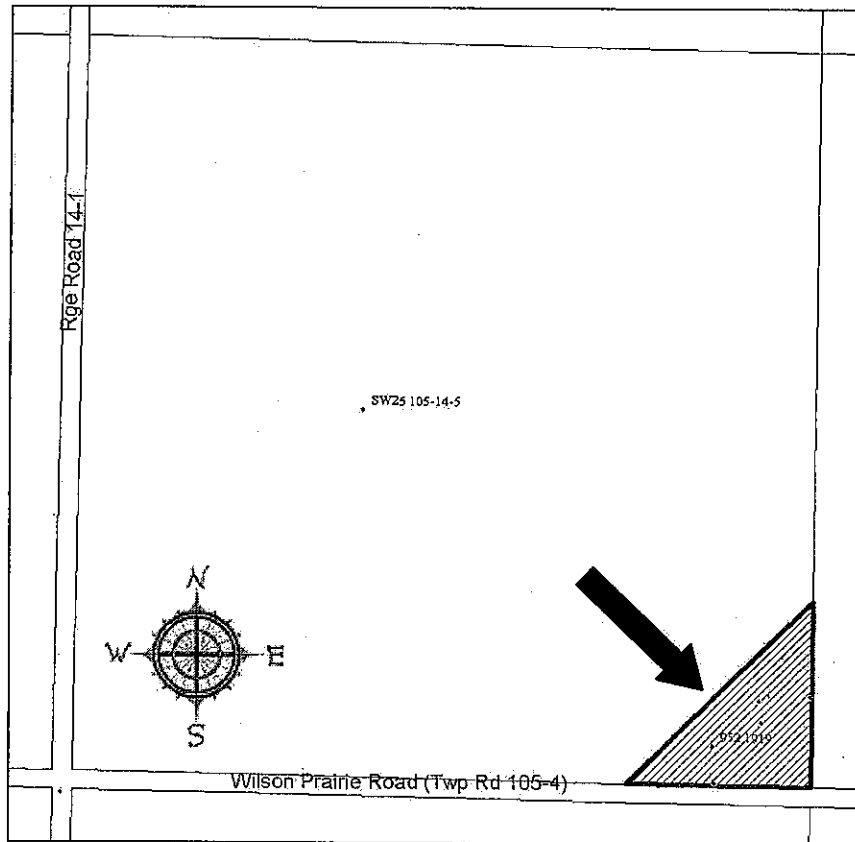
William Kostiw
Chief Administrative Officer

BYLAW No. 777-10

SCHEDULE "A"

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

Plan 952 1919, Block 1, Lot 1 be cancelled in whole and consolidate the land back into the SW 25-105-14-5 from which the subdivision was taken.





LAND USE BYLAW AMENDMENT APPLICATION

APPLICATION NO. 777-10

COMPLETE IF DIFFERENT FROM APPLICANT

NAME OF APPLICANT Henry N. Friesen and Eva Friesen (Landowners)		
ADDRESS Box 1713		
TOWN La Crete AB		
POSTAL CODE T0H 2H0	PHONE (RES.) 780-926-6013	BUS.

NAME OF REGISTER OWNER John B. Neufeld and Anne Neufeld		
ADDRESS Box 850		
TOWN La Crete AB		
POSTAL CODE T0H 2H0	PHONE (RES.) 780-928-2444	BUS.

LEGAL DESCRIPTION OF THE LAND AFFECTED BY THE PROPOSED AMENDMENT

QTR./LS. Part of SW	SEC. 25	TWP. 105	RANGE 14	M. 5	OR	PLAN 952 1919	BLK 1	LOT 1
-----------------------------------	-------------------	--------------------	--------------------	----------------	----	-------------------------	-----------------	-----------------

LAND USE CLASSIFICATION AMENDMENT PROPOSED:

FROM: _____ TO: _____

REASONS SUPPORTING PROPOSED AMENDMENT:

Cancellation of subdivision as needed to establish new boundaries. Subdivision boundaries are being
changed due to the Mobile Home and sewer having been placed on or outside of the existing
subdivision boundaries.

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

APPLICANT	DATE
NOTE: REGISTERED OWNER'S SIGNATURE REQUIRED IF DIFFERENT FROM APPLICANT.	
<u>Henry N. Friesen</u> <u>[Signature]</u>	<u>Aug 10/10</u>
REGISTERED OWNER	DATE
<u>Eva Friesen</u> <u>[Signature]</u>	<u>Aug 10/10</u>
REGISTERED OWNER	DATE
<u>John B. Neufeld</u> <u>[Signature]</u>	<u>Aug 10/10</u>
REGISTERED OWNER	DATE
<u>Anne Neufeld</u> <u>[Signature]</u>	<u>Aug 10/10</u>
REGISTERED OWNER	DATE

REGISTERED OWNERS:
HENRY H. FRIESSON
AND EVA KLASSON
AND WIFE B. HENRIED
AND ANDR. HENRIED

SUBDIVISION AUTHORITY:
PROVINCIAL GOVT.
P.L.E. No. 1

**TENTATIVE PLAN
SHOWING PROPOSED
SUBDIVISION OF LOT 1, BLOCK 1, PLAN R62 1919
AND PART OF**
S.W. 1/4 SEC. 25, TWP. 106, RDE. 14, W. 5 B. 14
MACKENZIE COUNTY
ALBERTA
2010

SCALE 1:2000

NOTES

No.	Date	Revised/Issued	By	App.
1				
2	AUG 25, 2010	ORIGINAL	MS	WSS

LEGEND:

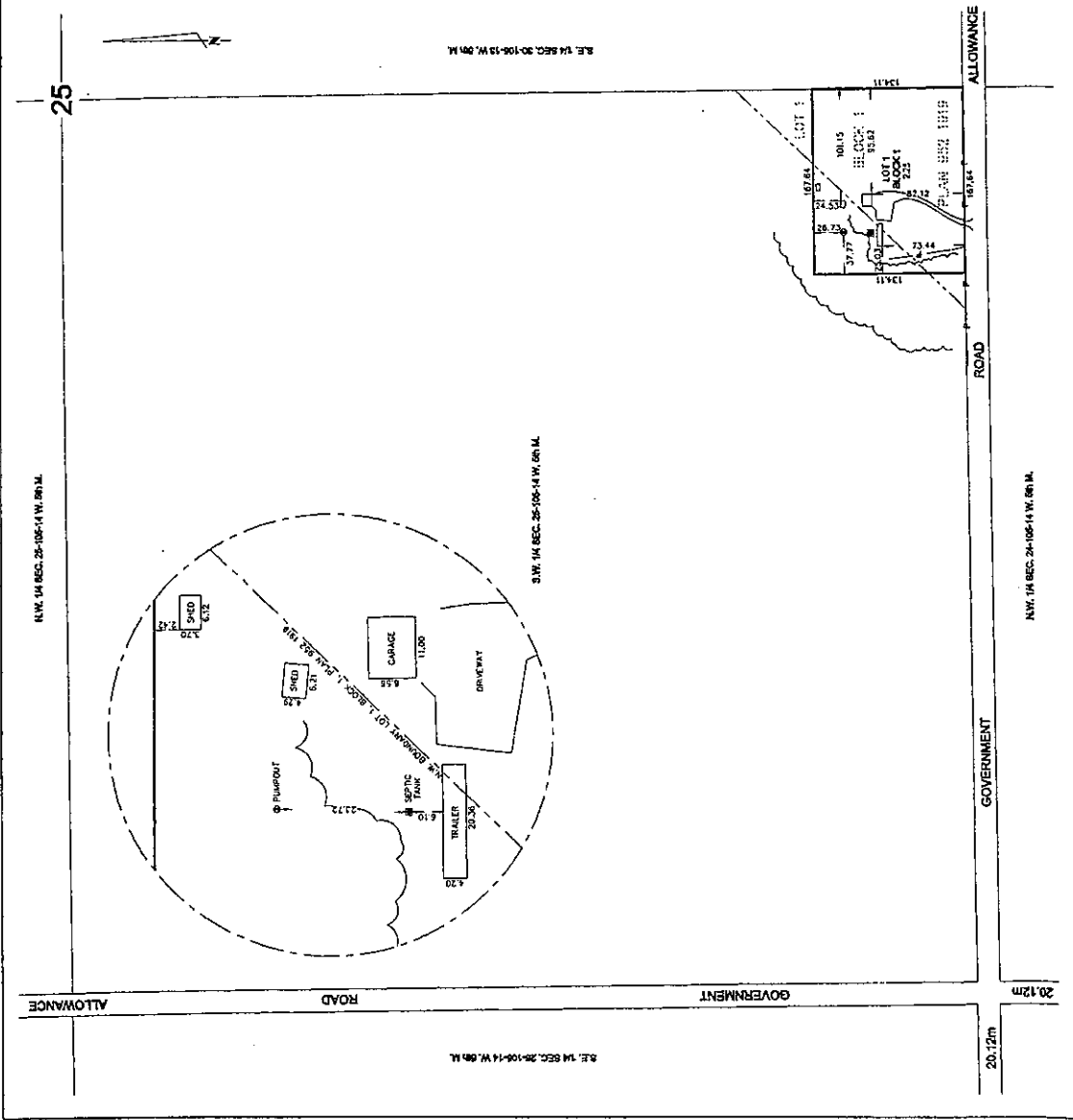
- Outcrops are shown hypsometric, are in meters and decads thereof.
- Lot(s) bear(s) with this plan are indicated thus: _____
- Containing an area of: 259 ha.
- Power Lines are shown thus: _____
- Pumpout is shown thus: _____
- Section 106 is shown thus: _____
- Centre is shown thus: _____

ABBREVIATIONS:

- No. indicates number.
- R. indicates radius or height.
- N, E, S, & W, indicates North, East, South & West.
- Rpt. indicates Report.
- Sec. indicates Section.
- Twp. indicates Township.

EARLOW SURVEYING

Earlow Surveying
1000-101 Street, Edmonton, Alberta T6A 1A1
Phone: (780) 463-4666
Fax: (780) 463-4666
E-mail: info@earlow.ca
Web: www.earlow.ca





Mackenzie County
P.O. Box 1690, La Crete, AB T0H 2H0
Phone (780) 928-3983 Fax (780) 928-3636

Development Approving Authority


Application No.: **125-DP-10**
Legal Description: Part of SW 25-105-14-W5M
(Plan 952 1919, Block 1, Lot 1)
Applicant: Henry Friesen
Address: Box 1713
La Crete AB T0H 2H0
Development: **Mobile Home Addition**
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 of issue or the date of an approved decision of the Subdivision and Development Appeal Board. 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.

Dated September 10, 2010



Marion Krahn,
Acting Supervisor of Planning and Development



Mackenzie County

P.O Box 1690, La Crete, AB T0H 2H0
Phone (780) 928-3983 Fax (780) 928-3636

Development Approving Authority

125-DP-10

CONDITIONS OF APPROVAL

**FAILURE TO COMPLY WITH ONE OR MORE OF THE ATTACHED CONDITIONS SHALL
RENDER THIS PERMIT NULL AND VOID**

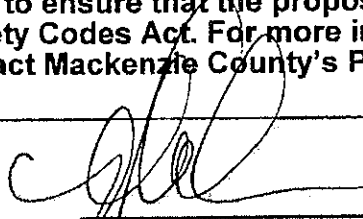
1. This permit approval is subject to the subdivision boundaries being amended as reflected in Subdivision Application 19-SUB-10. Failure to amend the subdivision boundaries will render this permit null and void. The subdivision boundaries are required to be amended due to the existing Mobile Home encroaching onto the adjacent lands.
2. All setbacks are to be measured from the proposed subdivision boundaries as shown in the attached site plan. Minimum building setbacks: 41.15 meters (135 feet) from any road allowances and 15.24 meters (50 feet) from any other property lines.
3. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards.
4. All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2009.
5. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed at the developers' expense.
6. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
7. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
8. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

Please note

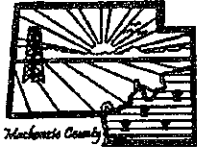
1. Mackenzie County does not conduct independent environmental or land suitability checks. If the applicant is concerned about the suitability of the property for any purpose, the owner/applicant should conduct the proper tests. Mackenzie County, when issuing a development permit, makes no representation 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 all the required Safety Codes Permits pertaining to your development. These permits consist of Building, Gas (Propane), Electrical, Plumbing and Private Sewage Disposal Systems.
3. Call 'Alberta-One-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 the necessary Safety Codes Permits, contact Mackenzie County's Permit Clerk at 780-928-3983.

September 10, 2010
Date of Issue of Notice of Decision



Marion Krahn,
Acting Supervisor of Planning and Development



Development Permit Application

APPLICANT INFORMATION

I/We hereby make application under the provisions of the Land Use Bylaw for a Development Permit in accordance with the supporting information submitted which will form part of this application.

I/We understand that this application will not be accepted without the following: (a) appropriate development information
\$25 (residential, farm, public institution)
\$50 (commercial, industrial, home based business)

Name of Applicant	Mailing Address	Postal Code	Phone Number
Henry Friesen	Box 1713, LaCrete AB	T0H 2H0	780 926 603

Registered Landowner	Mailing Address	Postal Code	Phone Number
Henry N. Friesen Tina Klassen	Box 1713		

QTR./L.S.	SEC	TWP	RG	M	PLAN NO.	BLK	LOT	Civic Address
part of SW	25	105	14	5	952199	1	1	

Quarter Section Hamlet Lot Acreage / Size 5.02 MLL/MSL/TFA

What is the property currently being used for: Residential

The proposed development is for: Commercial Industrial Residential Farm Home Occupation Other

Description of proposed development: Mobile Home Addition; renew existing H/A Add

The property is adjacent to a: Street/Avenue Provincial Highway Local (County) Road No Road

Proposed commencement and completion of development: Start Date: End Date:

Square footage of development: 588 Length: 42 Width: 14

Approximate construction value: \$ 15,000

DECLARATION

I/We hereby declare that the information on this application is, to the best of my/our knowledge, factual and correct.

<u>Henry Friesen</u> Permit Applicant Name (Please print)	<u>[Signature]</u> Permit Applicant Signature	<u>May 18/10</u> Date
<u> </u> Land Owner Name (Please print)	<u> </u> Signature of Land Owner	<u> </u> Date

NOTE: The signature of the Registered Land Owner is required if the applicant is not the registered landowner. The signing of this application, by the applicant and/or registered landowner, grants permission for necessary inspections of the property to be conducted by authorized persons of Mackenzie County.

For Administrative Use Only

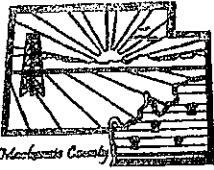
Development Permit Application No: 125-DP-10 Date Received: May 18/10 Accepted: [Stamp]

Land Use Classification: A1 Tax Roll No: 071015

Proposed Use of land or Building: Mobile Home Addition

Development Application Fee Enclosed: Yes No Amount \$ 25.00 Receipt No: 118188

La Crete Office: P.O. Box 1690 La Crete AB T0H 2H0 Phone: (780) 928-3983 Fax: (780) 928-3636
Email: mkrahn@mackenziecounty.com, mivanorder@mackenziecounty.com
Fort Vermilion Office: P.O. Box 640 Fort Vermilion AB T0H 1N0 Phone: (780) 927-3718 Fax: (780) 927-4266
Email: hambert@mackenziecounty.com



Development Permit Application

SITE PLAN

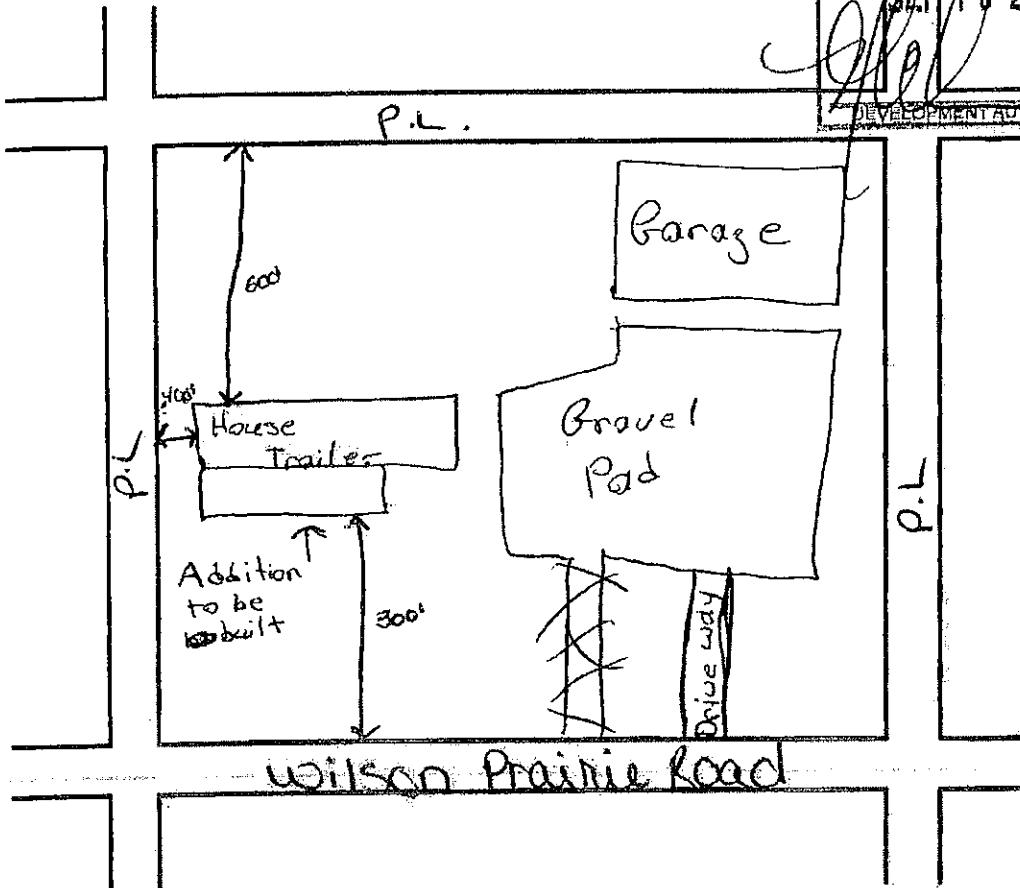
QTR./L.S.	SEC	TWP	RG	M	PLAN NO.	BLK.	LOT	Size of Parcel
SW	25	10S	14	5	9521919	1	1	ac. ha.

Date of site plan: _____

Remarks: _____ See also the attached subdivision Plan



MACKENZIE COUNTY	
EXAMINED	
<input type="checkbox"/>	APPROVED
<input checked="" type="checkbox"/>	APPROVED WITH CONDITIONS
<input type="checkbox"/>	REFUSED
SEP 10 2010	
DEVELOPMENT AUTHORITY	



Information Checklist for site plan

- ___ location/distance of existing buildings from property lines
- ___ location of access/driveway, and distance from intersections
- ___ location of shelterbelts and/or treed areas
- ___ location of parking and loading areas

- ___ location/distance of proposed buildings from property lines
- ___ ravines, creeks, lakes, sloughs, and any other water bodies
- ___ location of road(s), road allowances
- ___ length and width of property

REGISTERED CHARTERED SURVEYOR
 HENRY H. FRIESEN
 AND EVA R. ALLEN
 AND JOHN B. HESTER
 AND PAUL HESTER

REGISTERED CHARTERED SURVEYOR
 P230
 Alberta
 Surveyors

REGISTERED CHARTERED SURVEYOR
 HENRY H. FRIESEN
 AND EVA R. ALLEN
 AND JOHN B. HESTER
 AND PAUL HESTER

REGISTERED CHARTERED SURVEYOR
 HENRY H. FRIESEN
 AND EVA R. ALLEN
 AND JOHN B. HESTER
 AND PAUL HESTER

TENTATIVE PLAN
SHOWING PROPOSED
SUBDIVISION OF LOT 1, BLOCK 1, PLAN 882 1810
 AND PART OF
 S.W. 1/4 SEC. 26, T19P, 19R, R2E, 14, W. 5R 11
 SASKATCHEWAN COUNTY
 ALBERTA
 2010

SCALE: 1:2000

NOTES

No.	Date	Revised / Issued	By	App.
1	AUG 25, 2010	ORIGINAL	HH	HH

LEGEND:

- Dashed line shows proposed subdivision.
- Solid line shows boundary of existing subdivision.
- Power Lines are shown with _____ P _____
- Proposed 3/4" above blue _____ P _____
- Section 1/4" above blue _____
- Distance to adjacent P.U. _____

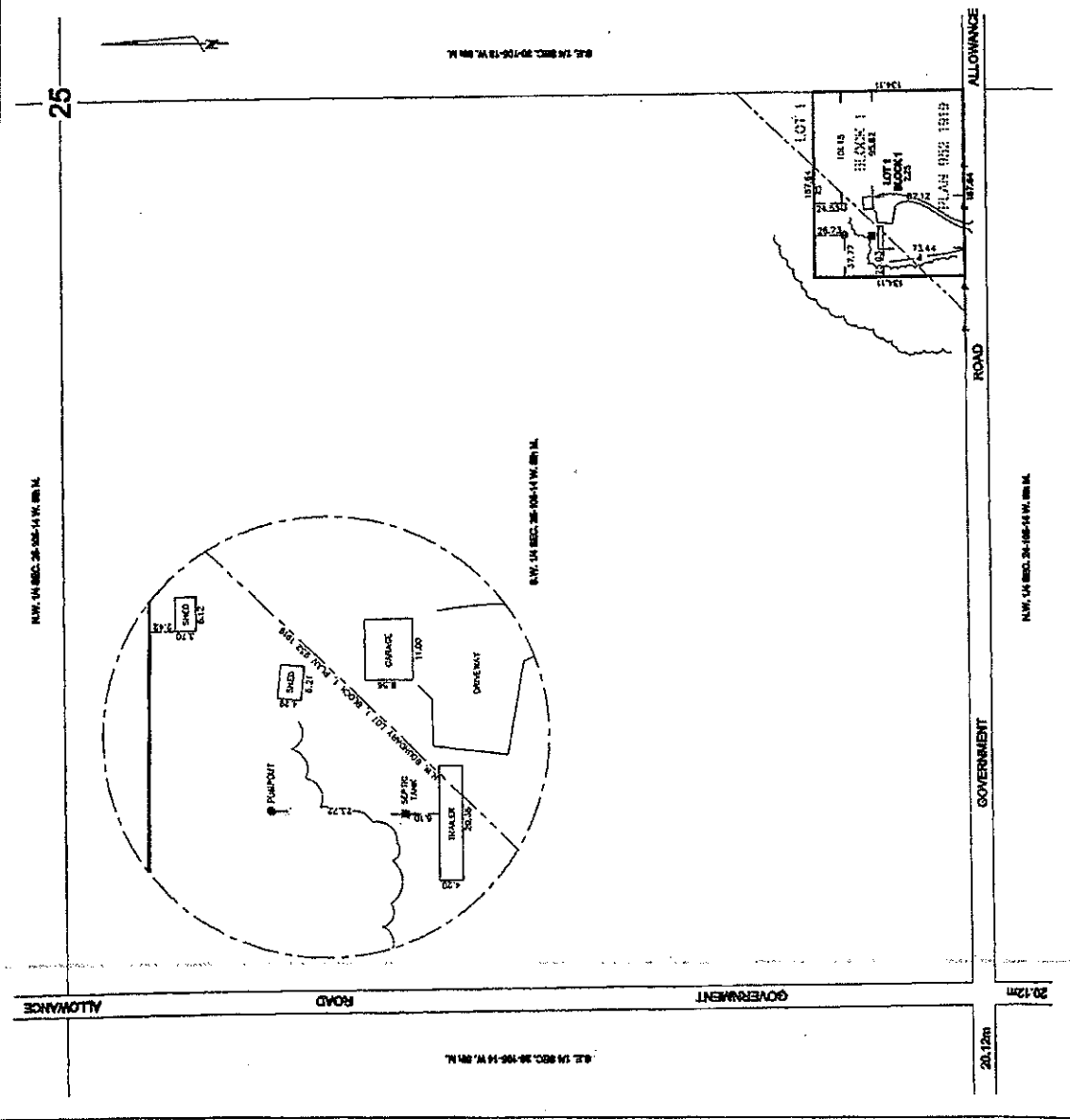
ABBREVIATIONS:

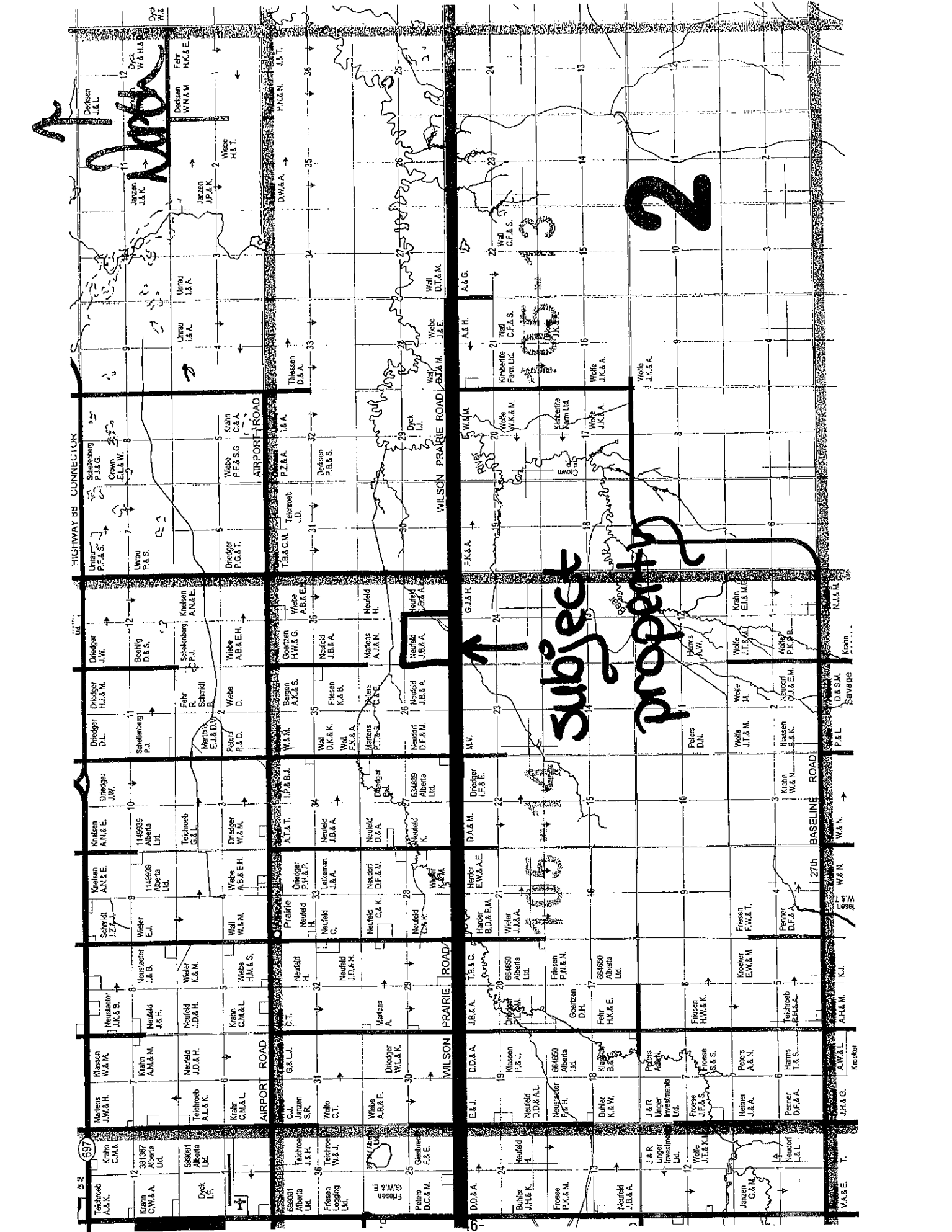
- M: Metres
- F: Feet
- S: Section
- T: Township
- R: Range
- E: East
- W: West
- N: North
- S: South
- Sec: Section
- Twp: Township
- Rng: Range

REGISTERED CHARTERED SURVEYOR
 HENRY H. FRIESEN
 AND EVA R. ALLEN
 AND JOHN B. HESTER
 AND PAUL HESTER

REGISTERED CHARTERED SURVEYOR
 P230
 Alberta
 Surveyors

REGISTERED CHARTERED SURVEYOR
 HENRY H. FRIESEN
 AND EVA R. ALLEN
 AND JOHN B. HESTER
 AND PAUL HESTER



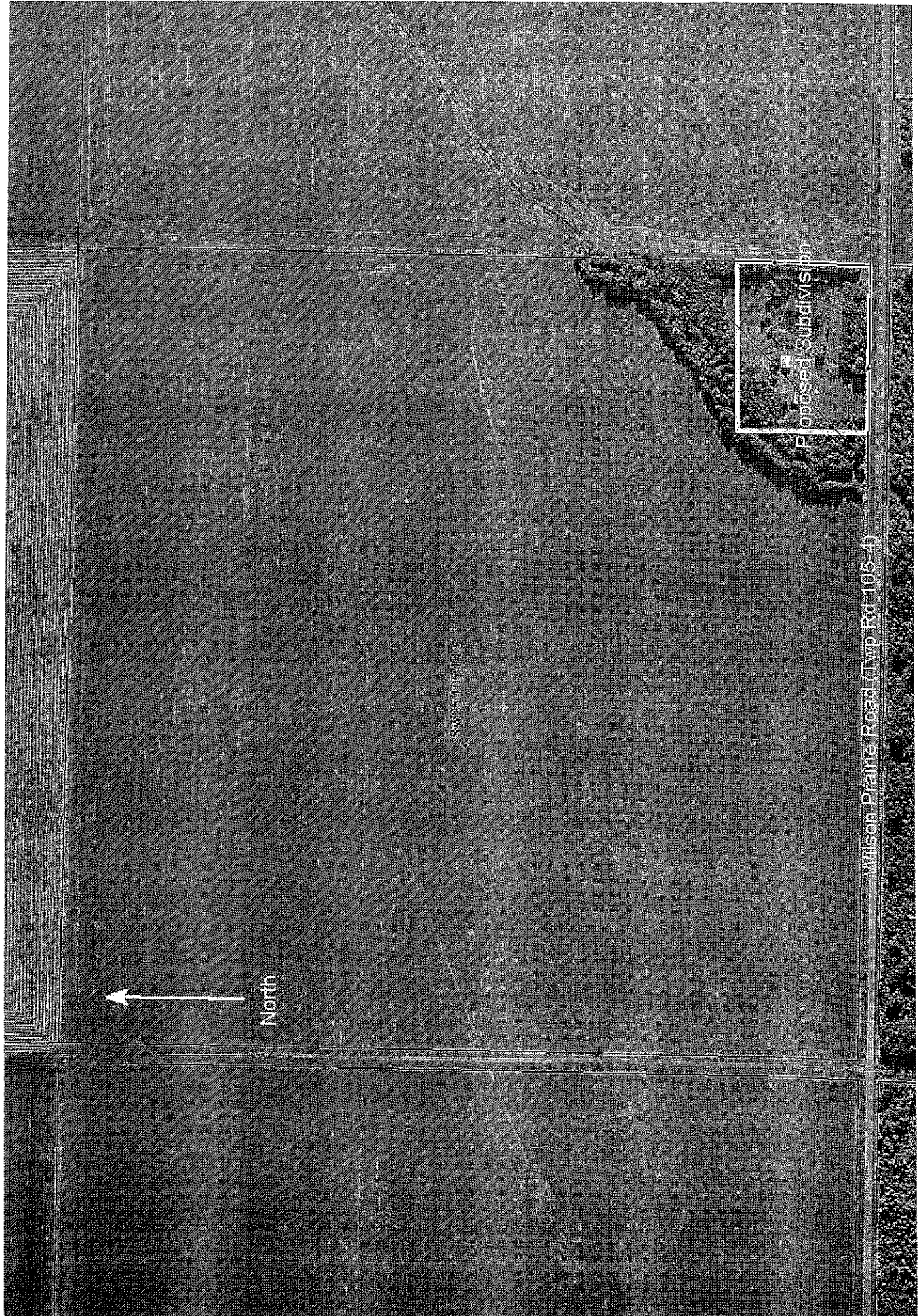


2

subject
property

Neufeld
J.B. & A.

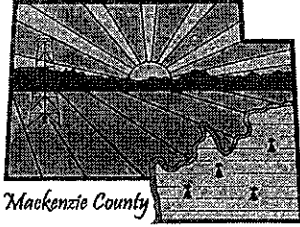
Section	Parcel Owner
1	Neufeld J.B. & A.
2	Weber W.M. & A.
3	Klassen W.M. & A.
4	Neufeld J.B. & A.
5	Weber W.M. & A.
6	Klassen W.M. & A.
7	Neufeld J.B. & A.
8	Weber W.M. & A.
9	Klassen W.M. & A.
10	Neufeld J.B. & A.
11	Weber W.M. & A.
12	Klassen W.M. & A.
13	Neufeld J.B. & A.
14	Weber W.M. & A.
15	Klassen W.M. & A.
16	Neufeld J.B. & A.
17	Weber W.M. & A.
18	Klassen W.M. & A.
19	Neufeld J.B. & A.
20	Weber W.M. & A.
21	Klassen W.M. & A.
22	Neufeld J.B. & A.
23	Weber W.M. & A.
24	Klassen W.M. & A.
25	Neufeld J.B. & A.
26	Weber W.M. & A.
27	Klassen W.M. & A.
28	Neufeld J.B. & A.
29	Weber W.M. & A.
30	Klassen W.M. & A.
31	Neufeld J.B. & A.
32	Weber W.M. & A.
33	Klassen W.M. & A.
34	Neufeld J.B. & A.
35	Weber W.M. & A.
36	Klassen W.M. & A.



North



Wilson Prairie Road (Twp Rd 105-4b)



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	February 8, 2011
Presented By:	Marion Krahn, Supervisor of Planning and Development
Title:	PUBLIC HEARING Bylaw 788-10 Land Use Bylaw Amendment to Rezone Part of SW 2-106-15-W5M (Plan 982 3499, Block 1, Lot 1) from Agricultural District 1 "A1" to Rural Industrial District 1 "RI1" (La Crete Rural)

BACKGROUND / PROPOSAL:

Bylaw 788-10, being a Land Use Bylaw amendment to rezone Part of SW 2-106-15-W5M (Plan 982 3499, Block 1, Lot 1) from Agricultural District 1 (A1) to Rural Industrial District 1 (RI1), received first reading at the December 14, 2010 Council meeting.

Prior to first reading, the subject Bylaw was presented to the Municipal Planning Commission (MPC), who made the following motion:

That the Municipal Planning Commission recommendation to Council be for the approval of Bylaw ___-10, being a Land Use Bylaw amendment to rezone Part of SW 2-106-15-W5M (Plan 982 3499, Block 1, Lot 1) from Agricultural District 1 "A1" to Rural Industrial District 1 "RI1", subject to public hearing input.

The lands are currently used for industrial purposes. The applicant owns a logging company and uses the lands for maintaining and storing his business equipment. No residence exists on these lands.

Bylaw number 788-10 has since been assigned to this application.

OPTIONS & BENEFITS:

The owner of the balance of the quarter section (SW 2-106-15-W5M) desires to complete a subdivision of the second yard-site on his lands however cannot do so at

Author: M. Krahn Review by: _____ CAO 

present as two subdivisions have already been taken out of the lands. In accordance with the A1 zoning district, a maximum of two subdivisions for residential purposes may be taken out of an agricultural quarter section. No restriction exists for non-residential subdivisions.

Rezoning one of the two existing subdivisions to a non-residential use would reduce the number of residential subdivisions to one and thereby, allow one more residential subdivision to be taken out of the balance of the lands. The two landowners involved have reached an agreement regarding the subject rezoning.

The subject lands are included in the Municipal Development Plan (Bylaw 735-09) as future Hamlet Commercial use lands. (See attached Map 5). The lands are not presently contained within the Hamlet of La Crete boundaries however the proposed industrial zoning is similar to a commercial zoning and therefore would likely fit the intended future land use.

The current lot size and land use meet the requirements of the proposed R11 zoning district.

An alternative to the proposed request is to rezone the balance of the quarter section (SW 2-106-15-W5M) to Rural Country Residential. This option could only be completed if Council lifted the County Residential moratorium and the landowner was prepared to subdivide a minimum of 10 lots. This is not the option preferred by the applicant and owner of SW 2-106-15-W5M.

COSTS & SOURCE OF FUNDING:

All costs will be borne by the applicant.

RECOMMENDED ACTION:

MOTION 1

That second reading be given to Bylaw 788-10, being a Land Use Bylaw amendment to rezone Part of SW 2-106-15-W5M (Plan 982 3499, Block 1, Lot 1) from Agricultural District 1 "A1" to Rural Industrial District 1 "RI1".

MOTION 2

That third reading be given to Bylaw 788-10, being a Land Use Bylaw amendment to rezone Part of SW 2-106-15-W5M (Plan 982 3499, Block 1, Lot 1) from Agricultural District 1 "A1" to Rural Industrial District 1 "RI1".

Author: M. Krahn Review by: CAO

Mackenzie County

PUBLIC HEARING FOR LAND USE BYLAW AMENDMENT

BYLAW 788-10

Order of Presentation

_____ This Public Hearing will now come to order at _____.

_____ Was the Public Hearing properly advertised?

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

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

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

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

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

_____ This Hearing is now closed at _____.

REMARKS/COMMENTS:

BYLAW NO. 788-10

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

**TO AMEND THE
MACKENZIE COUNTY LAND USE BYLAW**

WHEREAS, Mackenzie County has a Municipal Development Plan adopted in 2009, and

WHEREAS, Mackenzie County has adopted the Mackenzie County Land Use Bylaw in 2004, and

WHEREAS, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to amend the Mackenzie County Land Use Bylaw to accommodate the industrial uses.

NOW THEREFORE, THE COUNCIL OF THE MACKENZIE COUNTY, 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 2-106-15-W5M (Plan 982 3499, Block 1, Lot 1)

be rezoned from Agricultural District 1 "A1" to Rural Industrial District 1 "RI1", as outlined in Schedule "A".

READ a first time this 14th day of December, 2010.

READ a second time this ___ day of _____, 2011.

READ a third time and finally passed this ___ day of _____, 2011.

Bill Neufeld
Reeve

William Kostiw
Chief Administrative Officer

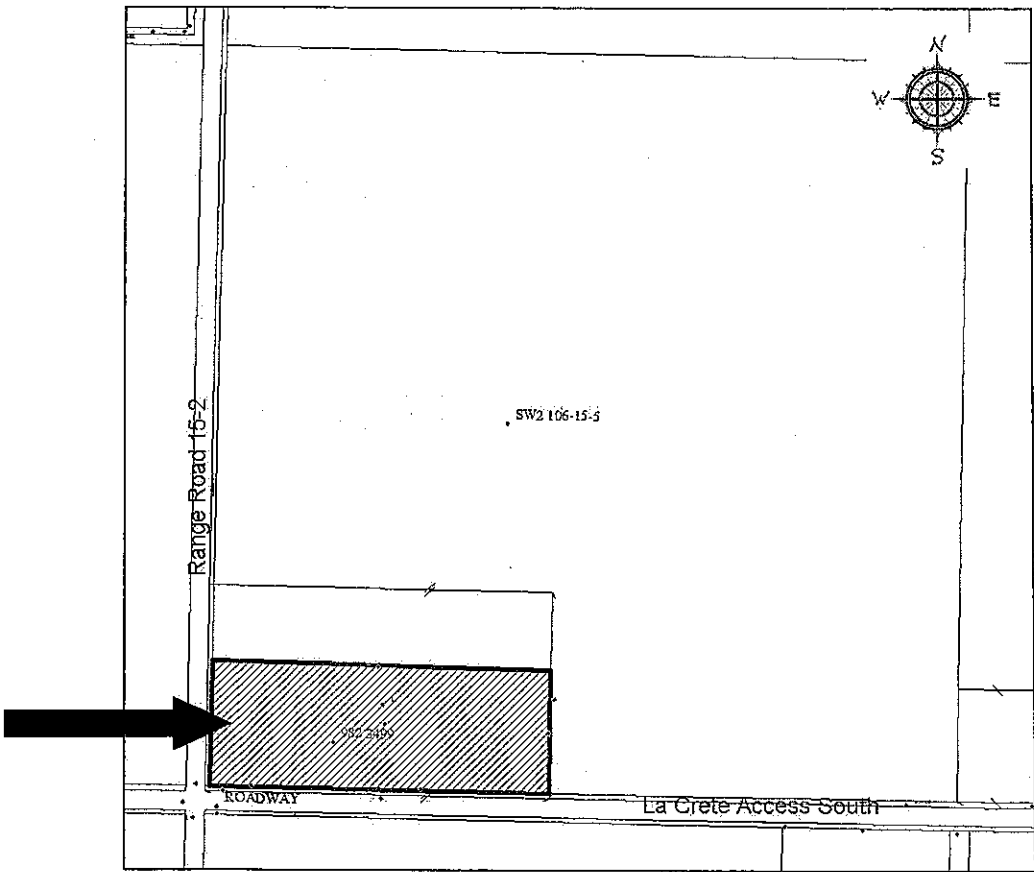
BYLAW NO. 788-10

SCHEDULE "A"

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

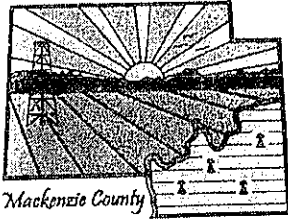
Part of SW 2-106-15-W5M (Plan 982 3499, Block 1, Lot 1)

south of La Crete, be rezoned from Agricultural District 1 "A1" to Rural Industrial District 1 "RI1".



FROM: Agricultural District 1 "A1"

TO: Rural Industrial District 1 "RI1"



LAND USE BYLAW AMENDMENT APPLICATION

APPLICATION NO. 788-10

NAME OF APPLICANT <u>Ernest Driedger</u>		
ADDRESS <u>Box 931</u>		
TOWN <u>La Crete AB.</u>		
POSTAL CODE <u>T0H 2H0</u>	PHONE (RES.) <u>780 928 3260</u>	BUS. <u>780 928 4900</u>

COMPLETE IF DIFFERENT FROM APPLICANT		
NAME OF REGISTER OWNER <u>Forest Trotter Contracting Ltd.</u>		
ADDRESS <u>Box 1419</u>		
TOWN <u>La Crete AB.</u>		
POSTAL CODE <u>T0H 2H0</u>	PHONE (RES.) <u>780 928 4900</u>	BUS. <u>780 928 4900</u>

LEGAL DESCRIPTION OF THE LAND AFFECTED BY THE PROPOSED AMENDMENT

QTR./LS <u>SW</u>	SEC. <u>02</u>	TWP. <u>106</u>	RANGE <u>15</u>	M. <u>W5</u>	OR	PLAN <u>982 3499</u>	BLK <u>1</u>	LOT <u>1</u>
----------------------	-------------------	--------------------	--------------------	-----------------	----	-------------------------	-----------------	-----------------

LAND USE CLASSIFICATION AMENDMENT PROPOSED:

FROM: Agriculture TO: Rural Industrial

REASONS SUPPORTING PROPOSED AMENDMENT:

To allow for one more subdivision on SW-02-106-15-W5.

I/WE HAVE ENCLOSED THE REQUIRED APPLICATION FEE OF \$ 150.00 RECEIPT NO. 105349

Ernest Driedger Ernest Hu Oct. 15/10
APPLICANT DATE

NOTE: REGISTERED OWNER'S SIGNATURE REQUIRED IF DIFFERENT FROM APPLICANT.
Ernest Hu
Forest Trotter Contracting Ltd Oct-15/10
REGISTERED OWNER DATE

7.3 AGRICULTURAL DISTRICT 1 (A1)

CURRENT ZONING

The purposes of this Land Use District are: to conserve land for a wide range of agricultural uses, to minimize the fragmentation of agricultural land, and to limit non-agricultural land uses to those which would not interfere with agricultural practices.

A. PERMITTED USES

- a) Ancillary Building/Use
- b) Bunkhouse
- c) Extensive Agriculture
- d) Garden Suite
- e) Handicraft Business
- f) Home Based Business
- g) Intensive Agriculture (1) and (2)
- h) Farm Building
- i) Mobile Home
- j) Modular Home
- k) Single Detached Dwelling

B. DISCRETIONARY USES

- (a) Abattoir
- (b) Auction Mart
- (c) Autobody
- (d) Bed and Breakfast
- (e) Cemetery
- (f) Church
- (g) Communication Tower
- (h) Confined Feeding Operation
- (i) Contractor's Business
- (j) Farm Subsidiary Business
- (k) Forestry Lookout Tower
- (l) Industrial Camps
- (m) Intensive Recreational Use
- (n) Kennel
- (o) Public use
- (p) Retail Store
- (q) Sewage Lagoon
- (r) Sewage Treatment Plant
- (s) Stripping Top Soil
- (t) Tradesmen's business
- (u) Veterinary Clinic
- (v) Waste Transfer Station
- (w) Water Reservoir or Dugout

C. PARCEL DENSITY

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

- a. Existing farmstead or homestead,
- b. Vacant parcel
- c. Fragmented parcel

D. LOT AREA

Country Residential Uses:

Minimum Lot Area: 1.2 hectares (3.0 acres)

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

- a. an existing residence requires the approval of a larger parcel size to meet setback requirements or to include the entire yardsite;
- b. the parcel is fragmented to such a degree that a 4.05 hectares (10.0 acres) subdivision would render the remaining portion of the fragmented parcel difficult or useless for farming; or
- c. the bank of a natural water course or road plan is used as a boundary.

E. NUMBER OF DWELLING UNITS

A maximum of one dwelling unit shall be permitted on each of the following:

- a. a rural subdivision, and
- b. a rural subdivision that is a farmstead or homestead separation, and
- c. the balance of the quarter section

to a maximum of three dwellings on a quarter section, river lot or original titled property.

An additional dwelling unit may be allowed in this land use district if it is a Garden Suite or in accordance with Section 4.9 (Dwelling Units Per Parcel).

F. MINIMUM FRONT YARD SETBACK

- a) Lot fronting on a provincial highway, rural road, or undeveloped road allowance:
 - i. 41.1 metres (135 feet) from right-of-way, or
 - ii. 64 metres (210 feet) from centre line

G. MINIMUM SIDE YARD SETBACK

- a) 15.2 metres (50 feet);
- b) Unless a corner parcel where the minimum side yard shall be the same as the front yard unless otherwise required by the Development Officer.

H. MINIMUM REAR YARD SETBACK

15.2 metres (50 feet) unless otherwise required by the development Officer

I. LANDSCAPING

In addition to Section 4.23 of this Bylaw, the Development Officer may require any discretionary use to be screened from view with a vegetated buffer strip and/or other screening of a visually pleasing nature, satisfactory to the Development Officer.

J. OTHER REQUIREMENTS

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

For Agricultural subdivisions, those boundaries not adjacent to quarter section boundaries shall allow at least 100 meters between the subdivision boundary and the boundary of the quarter section.

7.35 RURAL INDUSTRIAL DISTRICT 1 "RI1"

PROPOSED ZONING

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

A. PERMITTED USES

- (1) Extensive Agriculture and farm buildings.

B. DISCRETIONARY USES

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

C. MINIMUM LOT SIZE

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

D. MINIMUM TOTAL FLOOR AREA

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

E. MINIMUM FRONT YARD SETBACK

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

F. MINIMUM DEPTH OF SIDE YARD

15.24 metres (50 feet)

G. MINIMUM REAR YARD SETBACK

7.6 metres (50 feet).

H. THE DESIGN, CHARACTER AND APPEARANCE OF BUILDINGS

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

I. ON-SITE PARKING

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

J. LOCATION CRITERIA

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

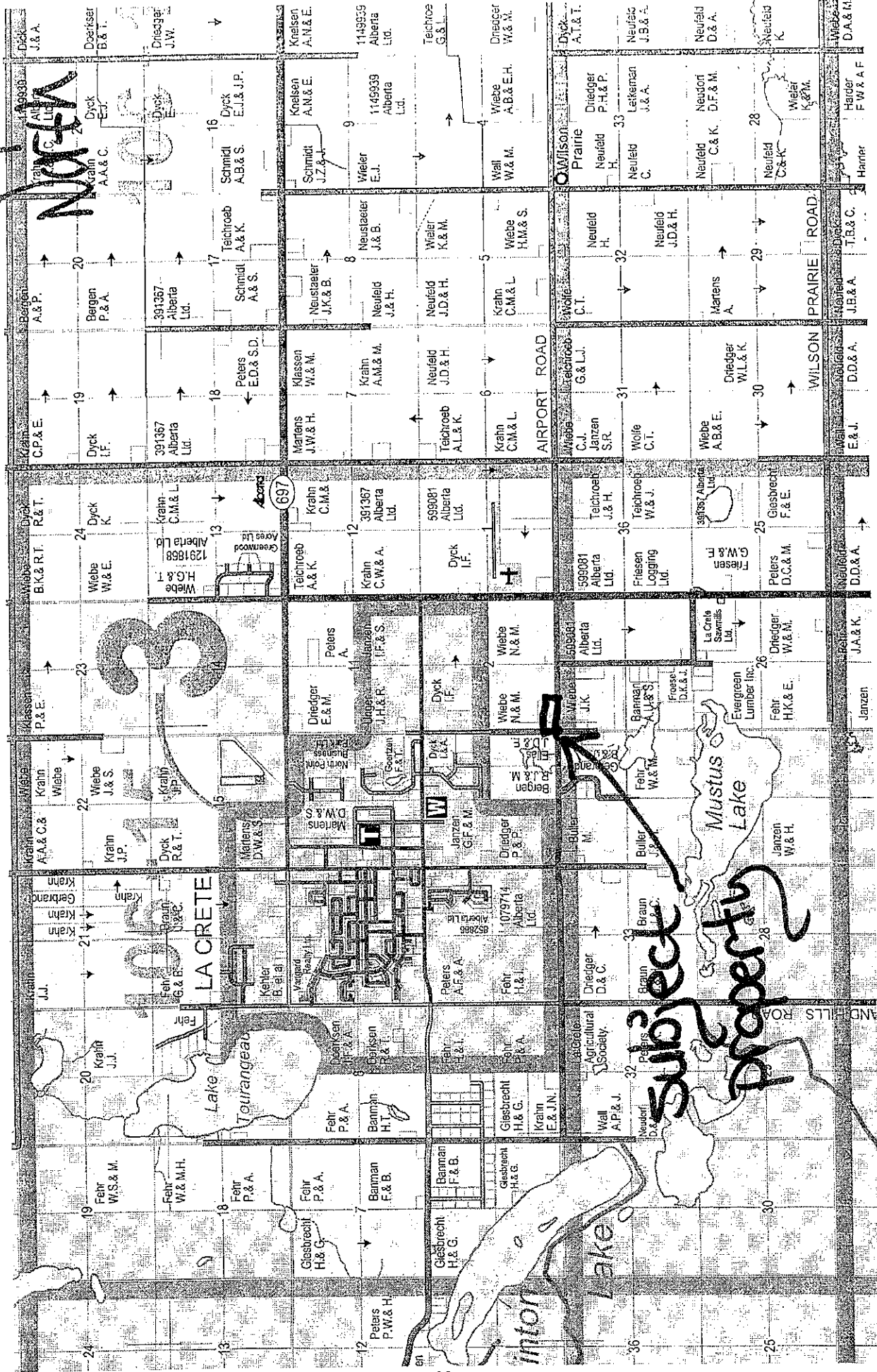
K. ON-SITE PARKING

In accordance to Section 4.28 of this Bylaw.

L. LANDSCAPING

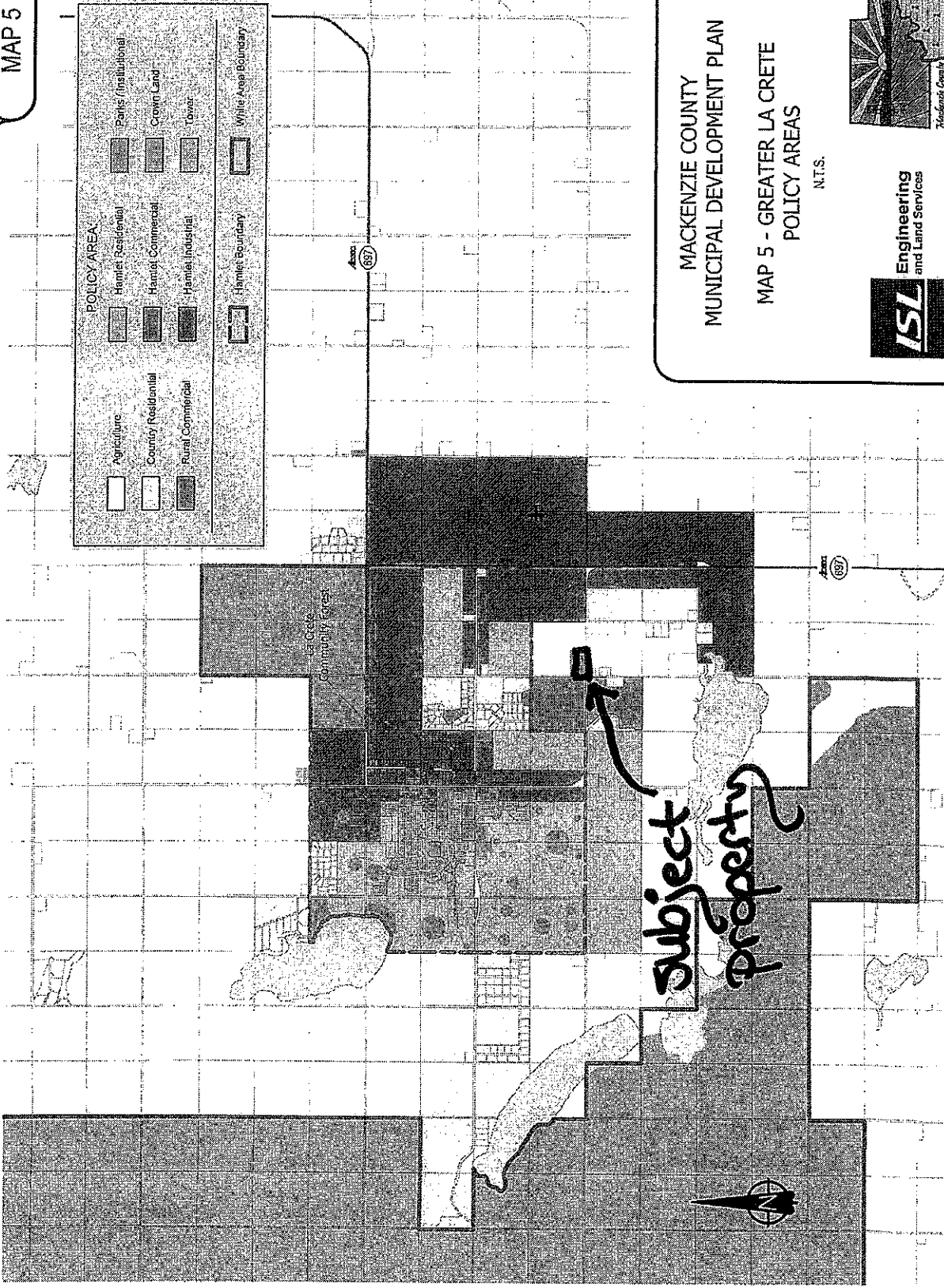
In accordance to Section 4.23 of this Bylaw.

NORTH



SUBJECT PROPERTY

MAP 5



POLICY AREA	
	Agriculture
	Country Residential
	Rural Commercial
	Hamlet Residential
	Hamlet Commercial
	Hamlet Industrial
	Hamlet Boundary
	White Area Boundary
	Parks/Institutional
	Crown Land
	Lowwater

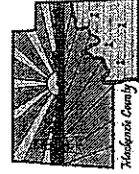
MACKENZIE COUNTY
MUNICIPAL DEVELOPMENT PLAN

MAP 5 - GREATER LA CRETE
POLICY AREAS

N.T.S.



Engineering
and Land Services



Subject Property

J:\1250012516_Mackenzie_MasterPlan102_drafting\02a_project_Mapping\12516_LUDP_Maps.dwg

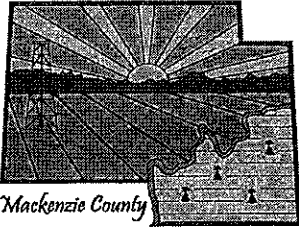
North

Range Road 15-2

SW 2 106 155

La Ciete Access South





MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	February 8, 2011
Presented By:	William Kostiw, Chief Administrative Officer
Title:	CAO & Director Reports

BACKGROUND / PROPOSAL:

See attached Director reports.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

That the Chief Administrative Officer and Director reports be received for information.

Author: C. Gabriel Reviewed By: _____ CAO 

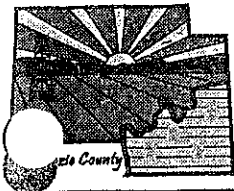
Director of Operations (South) Report For February 8, 2011 Regular Council Meeting

The public works staff have been busy performing regular winter maintenance, although the freezing rain created a few challenges. Administration reviewed the Tompkins Fire Hall tenders and has a recommendation further in this Council package. Field staff did a complete ice measuring procedure at the Tompkins crossing on January 31st which consists of drilling and measuring about 44 holes (see attached inspection report). The ice bridge weight allowance was then adjusted accordingly on Tuesday, February 1st to 65 tones. On Monday we received an e-mail from AT (see attached) stating the water levels at Shaftsbury had dropped 1-1.5 meters and by Wednesday morning we noticed a substantial drop at the Tompkins crossing (photo attached).

We are also working on finalizing the approved budget, reviewing the County Standards Documents and grader beats, as well as starting to gear up for spring runoff and summer projects.

Thank You.

John Klassen
Mackenzie County
Director of Operations (South)



ICE MEASURE INSPECTION REPORT

Date: <u>January 31, 2010</u>	Location: <u>Tompkins Landing Ice Bridge (Highway 697)</u>
Completed by: <u>Jason Peters, Ben Bergen</u> start: <u>9:35am</u> Finish: <u>11:45am</u>	
Climate Conditions: <u>Calm</u> - Snow - Rain - Wind <small>(Circle all applicable)</small>	List Names of Workers Present
Visibility Factors: <u>Clear</u> - Fog - <u>Light</u> - Dark <small>(Circle all applicable)</small>	3) _____
Current Temperature <u>-31</u> °Celcius	4) <u>Jason Peters</u>
	5) <u>Ben Bergen</u>

	Yes	No	If NO a corrective action is required
Alberta Environmental River Forecast			
Bridge is _____ m - _____ m Wide			
Traffic Signs in Correct Position	✓		
Traffic Signs Clean/Visible	✓		
Barricades In Corrective Position	✓		
Test Holes - Staked & Numbered	✓		
Ice Surface Clear of Snow	✓		
Ice Bridge Surface Visible	✓		
Trucks Cross at Safe Speeds	✓		
Vehicles Exceeding Load Ratings		✓	
Unusual or Deep Cracks Starting	✓		<u>cracks are starting 8 inches deep</u>
Water Visible in Cracks		✓	
Thin Ice On/Near Ice Bridge		✓	
Are Approach Ramps Sanded		✓	
Sand/Salt Accumulating on Ice Bridge		✓	
Flooding Ice Bridge Required	✓		

Shore Inspection: Water on Surface – Shore Ice Lifting/Bulging – Shore Ice Falling/Dropping – Shore Ice Bulging/Breaking Up Stream – Water on Surface Up Stream (Circle All Applicable)

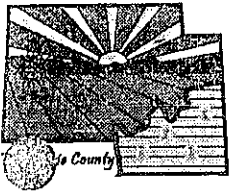
Ice Bridge Capacity Data

Yesterday's Load Capacity Rating: 50 KG

Today's Load Capacity Rating: _____ KG

List Potential Problems Developing On Ice Road Or Up Stream:

List Name(s) of Person/Organizations Notified	List Time of Notification
	am/pm
2)	am/pm
3)	am/pm
4)	am/pm



ICE MEASURE INSPECTION REPORT

Date: January 31, 2010 Location: Tompkins Landing Ice Bridge (Highway 697)

Completed by: Jasen Peters

Ice Measurement Data:

Hole Distances Are Measured 30 Metres Apart

SIDE South From the EAST WEST / EAST WEST (Circle direction) SIDE North From the EAST WEST / EAST WEST (Circle direction)

Test Hole #	Ice Depth (cm)	WHITE Ice/ BLUE Ice depth (cm)	Test Hole #	Ice Depth (cm)	WHITE Ice/ BLUE Ice depth (cm)
1-		No white ice	1-	125	
2-	160	really	2-	125	
3-	143		3-	145	
4-	145		4-	160	
5-	165		5-	125	
6-	165 +		6-	154	
7-	138		7-	146	
8-	150		8-	121	
9-	135		9-	155	
10-	128		10-	156	
11-	125		11-	130	
12-	140		12-	145	
13-	160		13-	150	
14-	140		14-	127	
15-	170		15-	150	
16-	130		16-	136	
17-	132		17-	157	
18-	140		18-	123	
19-	130		19-	127	
20-	140		20-	127	
21-	115		21-	135	
22-	145		22-	158	
23-	133		23-		
24-			24-		
25-			25-		
26-			26-		
27-			27-		
28-			28-		
29-			29-		

John Klassen

From: Rommel Directo [Rommel.Directo@gov.ab.ca]
Sent: Monday, January 31, 2011 3:58 PM
To: John Klassen
Cc: John Martens; Pauline Short
Subject: Peace River Water Level

John,

FYI and FYA, we just want to pass it along that the water level of the Peace River has gone down considerably last Saturday at Shaftesbury (approximately 1-1.5 meter). Please be on the lookout for a possible sudden drop of the ice elevation at Tompkins Landing.

Regards,

Rommel Directo
Alberta Transportation
High Level, Alberta

02/02/2011 09:03

**Director of Operations (North) Report
February 8, 2011
Regular Council Meeting**

Past

The Operations Team North has completed a number of projects and is continuing to move forward with the remainder of our unfinished 2010 project list. In particular the lab upgrades to the Fort Vermilion Water Treatment Plant have been completed.

Present

- The rural water line suffered a minor delay, caused by equipment failure but work is again continuing on the underground waterline.
- The grader purchase is complete and the contracts signed by CAO.
- Gravel crushing contracts/tenders are complete and have been made available to the public with closing dates of February 23rd, 2011.
- Tenders are in process for the new tractor for Fort Vermilion and will be presented to the Equipment Committee for discussion and recommendations.
- Carry over projects from the 2010 budget year are in process.
- Have started site studies on the carry-over Zama Heli-port project.
- Work has begun on the carry-over Fort Vermilion Water Treatment Plant storage renovations.

Future

Public Works staff will continue performing regular winter maintenance. We have begun the planning process for the 2011 capital budget projects and are preparing our inventory, equipment, and staff for the upcoming spring thaw.

Yours truly,

Al Hoggan
Mackenzie County
Director of Operations - North

To: William (Bill) Kostiw, Chief Administrative Officer
From: Joulia Whittleton, Director of Corporate Services

Page 1

Current and Completed Corporate Services Department Projects/Activities:

- Community Sustainability Committee
 - Prepared draft Four-Step Sustainability Plan implementation calendar that was reviewed by the Committee and will be presented to Council at the last meeting of February.
 - The Committee completed the sustainability self-assessment provided by Municipal Affairs which will be brought to Council along with the Committee's recommended draft response to Municipal Affairs regarding the sustainability self-assessment tools.
- Finance Committee package is being prepared for February 7 meeting with the main agenda items being the ambulance buildings (AHS representative will be attending) and Personal Vehicle Use Policy.
- Agricultural Land Use Planning Committee – prepared the package and attended the meeting on February 2, 2011.
- Water & Sewer Services Bylaw – an industrial water rate RFD is being presented to Council at February 8 meeting and a sewer disposal tipping fee is under review.
- Rural Water Line Connections –we have three signed agreements for the rural water line connection.
- Grants to other organizations – in process of preparing letters and issuing cheques to those organizations that were approved for funding.
- 2011 Budget – budget was approved and booklets will be distributed to Council at February 8, 2011 meeting.
- 2011 Assessment - we received the 2011 preliminary assessments and based on this information, the County's taxable assessment has decreased by 2.63% and not by 6.99% as we initially estimated. The linear property assessment sheet is attached for your information. The linear property assessments went down by 5.33% and about 58% of this is due to decrease in growth and 42% decrease in inflation. The final assessments will be presented to Council in April when the school and lodge requisitions are known and in conjunction with the final 2011 budget review and the tax rate bylaw establishment.

To: William (Bill) Kostiw, Chief Administrative Officer
From: Joulia Whittleton, Director of Corporate Services

Page 2

-
- Golf Course Assessments –the income approach assessments for golf courses RFD is being presented to Council February 8, 2011.
 - 2010 Year End – the preparation of working paper files for 2010 year-end is underway; the week of March 7, 2011 is scheduled for the audit.
 - Tallcree First Nations – received the legal counsel documents – reviewing their recommendations.
 - The department is currently researching and working on proposed revisions to the existing reserves policies after receiving some feedback from the Finance Committee members. This information will be presented and reviewed by the Committee prior to being presented to Council with the Committee’s recommendations.

Legal Files Update

No updates to report

Personnel/Human Resources.

No changes to report

Future Corporate Services Department Projects/Activities (major highlights):

- Draft a new Bursary Policy
- Long Term Capital Plan that correlates with a new business plan of Council
- Grants applications preparation as new programs become available
- Job Description – a review and update of all job descriptions

Respectfully submitted,

Joulia Whittleton

Government of Alberta
Municipal Affairs

Alberta Municipal Affairs
Alberta Linear Property Assessment System
2011 Tax Year Change Report

Report Date: 27-Jan-2011

Municipal Taxable Linear Property Assessment

TJ ID: 505
Tax Jurisdiction: MACKENZIE COUNTY

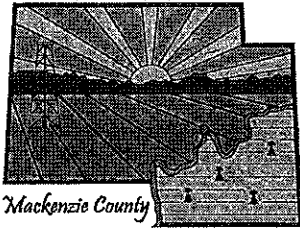
DRAFT

Property Type	LPAU Count	2009 AY		2010 AY		Change Due To		Change Due To Inflation	Overall % Change	% Change Due To		% Change Due To Policy
		Assessment	Linear Assessment	Assessment	Linear Assessment	Growth	Inflation			Growth	Inflation	
CBL	4	667,700	670,800	3,100	-20	3,120	0	0.47	0.00	0.00	0.47	0.00
ELE	174	37,645,120	37,960,360	315,240	-735,090	1,050,330	0	0.84	-1.95	2.79	2.79	0.00
EPG	55	63,322,930	62,031,500	-1,291,430	-3,070,810	1,779,380	0	-2.04	-4.85	2.81	2.81	0.00
PL	7760	757,183,730	713,756,300	-43,427,430	-14,359,460	-29,067,970	0	-5.74	-1.90	-3.84	-3.84	0.00
TEL	64	15,489,150	15,603,420	114,270	-25,250	139,520	0	0.74	-0.16	0.90	0.90	0.00
WL	6037	280,849,390	263,509,030	-17,340,360	-17,340,360	0	0	-6.17	-6.17	0.00	0.00	0.00
Total	14094	1,155,158,020	1,093,531,410	-61,626,610	-35,530,990	-26,095,620	0	-5.33	-3.08	-2.26	-2.26	0.00

Provincial Taxable Linear Property Assessment

Property Type	2009 AY		2010 AY		Change Due To		Change Due To Inflation	Overall % Change	% Change Due To		% Change Due To Policy
	Assessment	Linear Assessment	Assessment	Linear Assessment	Growth	Inflation			Growth	Inflation	
CBL	236,383,620	246,735,430	10,351,810	9,224,140	1,127,670	0	4.38	3.90	0.48	0.00	0.00
ELE	4,447,271,300	4,863,266,060	415,994,760	312,161,700	103,833,060	0	9.35	7.02	2.33	0.00	0.00
EPG	4,501,435,560	4,808,602,940	307,167,380	182,012,890	125,154,490	0	6.82	4.04	2.78	0.00	0.00
PL	30,034,287,950	29,234,395,240	-799,892,710	351,463,760	-1,151,356,470	0	-2.66	1.17	-3.83	0.00	0.00
TEL	1,841,251,940	1,885,089,130	43,837,190	27,355,650	16,481,540	0	2.39	1.49	0.90	0.00	0.00
WL	22,201,094,360	22,437,085,900	235,991,540	235,991,540	0	0	1.06	1.06	0.00	0.00	0.00
Provincial Total	63,261,724,730	63,475,174,700	213,449,970	1,118,209,680	-904,759,710	0	0.34	1.77	-1.43	0.00	0.00

- Legend**
 CBL - Cable Distribution Undertaking
 ELE - Electric Power
 EPG - Electric Power Generation
 PL - Pipeline (includes Gas Distribution)
 TEL - Telecommunications Carrier
 WL - Well



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	February 8, 2011
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	Bylaw 797-11 Fee Schedule Bylaw

BACKGROUND / PROPOSAL:

Council approves various fees for services provided by the County. The fees are established by approving a fee schedule bylaw.

OPTIONS & BENEFITS:

Administration recommends incorporating all fees charged by the County under one bylaw. This will help with making the fees easy accessible by public, staff and for undertaking an annual review of these during the annual budgets preparation time.

Please see the draft Bylaw 797-11 that incorporates the traffic and parks fees. Please note that based on the Parks & Playgrounds Committee recommendation, some increases are proposed for the park fees.

COSTS & SOURCE OF FUNDING:

NA

RECOMMENDED ACTION:

Motion 1: (requires 2/3)

That first reading be given to Bylaw 797-11 being the Fee Schedule Bylaw.

Motion 2: (requires 2/3)

That second reading be given to Bylaw 797-11 being the Fee Schedule Bylaw.

Author: J. Whittleton

Review Date: _____

CAO

Motion 3: (requires unanimous)

That consideration be given to proceed to third reading of Bylaw 797-11 being the Fee Schedule Bylaw.

Motion 4: (requires 2/3)

That third reading be given to Bylaw 797-11 being the Fee Schedule Bylaw.

BYLAW NO. 797-11

**BEING A BYLAW OF THE
MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA
TO ESTABLISH A FEE SCHEDULE FOR SERVICES**

WHEREAS, pursuant to the provisions of the Municipal Government Act, Revised Statutes of Alberta, 2000, Chapter M-26, Section 8(c)(i), requires fees to be established by bylaw.

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

1. That the fees for services be approved as follows:

ADMINISTRATION

Item	Amount	GST
Photocopying	\$0.25/sheet	Applicable
Laminating	Double cost of map (min \$5)	Applicable
Tax Certificates	\$25.00	N/A
Email, fax or written confirmation of assessment by legal description (legal description to be provided by a requestor in writing)	\$25.00/per request	Applicable
Compliance Certificates	\$50.00	N/A
Land Titles	\$5.00	Applicable
County Ownership Maps	\$15.00	Applicable
County Ownership Map Booklet –Laminated	\$50.00	Applicable
Individual Pages - Laminated	\$10.00	
Hamlet Maps	\$5.00	Applicable
Aerial Photos	\$5.00	Applicable
All Custom Maps up to 17" x 22"	\$5.00	Applicable
All Custom Maps Larger than 17" x 22"	\$10.00	Applicable
River Map - 14 Laminated Pages	\$25.00	Applicable
Boardroom Rental (no charge to non-profit community groups)	\$50.00/day	Applicable
Council or other Board Minutes	\$5.00/set	Applicable

DEVELOPMENT

Item	Amount	GST
Area Structure Plan	\$15.00	Applicable
Municipal Development Plan	\$25.00	Applicable
Land Use Bylaw	\$35.00	Applicable
Land Use Bylaw Amendment	\$150.00	N/A
Development Permit - Other than Commercial or Industrial	\$25.00	N/A
Development Permit – Commercial and Industrial	\$50.00	N/A
Development Permit after Legal Counsel Intervention	Legal Fee Cost	N/A
Development Permit Time Extension	\$50.00	N/A
Subdivision and Development Appeal (refundable if appeal is successful)	\$250.00	N/A
Subdivision Time Extension (Single Lot)	\$250.00	N/A
Subdivision Time Extension (Multi-Lot)	\$500.00	N/A
Subdivision or Boundary Adjustment Application (all or a portion of the subdivision application may be refundable at the discretion of the MPC)	\$700 + \$200/lot created	N/A

Note: Stop Orders will be issued and delivered to the site and/or the individual(s) conducting unauthorized development requiring all construction to cease immediately and to remain ceased until such time as the necessary Development Permit has been applied for and approved.

PUBLIC WORKS

Item	Amount	GST
Winter Maintenance Flags	\$20.00/1/4 mile	Applicable
Senior/Handicapped Snowplow Flags (Where the Senior/Handicapped person lives in a rural residence where all other persons, excluding spouse or dependent, residing on the property are also Senior Citizens or Handicapped persons)	No Charge	N/A
Dust Control Calcium Chloride	\$500/200 linear meters per application	Applicable
Dust Control DL 10-40	\$1,000/200 linear meters per application	Applicable
Dust Control for Seniors	No Charge	

EQUIPMENT AND LABOUR

Item	Amount	GST
Sewer Auger	\$20.00 per hour \$100.00 per 24 hours	Applicable
Water Line Thawing Unit	\$20.00 per hour \$100.00 per 24 hours	Applicable
Sanding Unit & Tandem Truck	\$110.00/hour (minimum charge 1 hr)	Applicable
Alberta Agriculture's Irrigation Pump/Pipe	\$300.00/48 hours \$100.00/each additional 24 hours	Applicable
Labour	\$25.00 per hour (minimum charge 1 hr.)	Applicable
Weed Eater	\$30.00 per hour (minimum charge 1 hr.)	Applicable
35 HP Tractor Mower 6'	\$50.00 per hour (minimum charge 1 hr.)	Applicable
75 HP Tractor Mower 15'	\$75.00 per hour (minimum charge 1 hr.)	Applicable

Note: County equipment that is not listed in this bylaw will be charged according to the current Alberta Roadbuilders and Heavy Equipment Association Equipment Rental Rates Guide.

AIRPORTS

Item	Amount	GST
Fuel Flow Charge	\$0.045 per liter for each liter of aviation fuel dispensed	Applicable
Land lease fee for hangars and associated uses	\$1.25 per square meter annually	Applicable
Long Term Aircraft Parking (30 days or more)	\$250.00 annually (no power)	Applicable
Aircraft & Vehicle Parking	\$5.00 per day (power)	Applicable
Terminal Fees	No charge	N/A
Landing Fees	No charge	N/A

PARKS

Section 1: General Park Fees

Day Use	Overnight	Weekly	Group Camping	Seasonal or Monthly Camping Stalls	Marina Dock Rental
Wadlin Lake					
No Charge	\$12 \$20	\$72 \$120	\$50 basic fee plus \$10 \$16/unit/day plus \$250 damage deposit	<u>Seasonal:</u> May 1-Sept.30: \$1,500 plus \$250 damage deposit	\$20 \$28/day with camping stall; \$10/day without camping stall
Machesis Lake					
No Charge	\$12 \$20	\$72 \$120	N/A	N/A	N/A
Hutch Lake					
No Charge	\$12 \$20	\$72 \$120	N/A	N/A	N/A
Zama Community Park					
No Charge	Non-Serviced: \$10 Partially Serviced: \$15 Fully Serviced: \$20	Non-Serviced: \$60 Partially Serviced: \$90 Fully Serviced: \$100	N/A	<u>Monthly:</u> Non-Serviced: \$200 Partially Serviced: \$275 Fully Serviced: \$400	N/A
Tourangeau Lake					
No Charge	N/A	N/A	N/A	N/A	N/A
Fort Vermilion Bridge Campsite					
No Charge	N/A	N/A	N/A	N/A	N/A

Note: Where available, the Group Camping Fee allows for reservation of shelter for renter's use only. Basic fee is applicable for shelter only (no R.V.s).

Section 2: Penalties

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

Section (Municipal Parks Bylaw)	Offence	Penalty
Section 3.1 (a)	Fail to keep land in a clean/tidy condition	\$50.00
Section 3.1 (b)	Fail to comply with lawfully posted signs and/or notices	\$50.00
Section 3.2	Fail to restore land to a clean/tidy condition when vacating park	\$50.00
Section 3.3(a)	Interfere with others quiet enjoyment of park	\$50.00
Section 3.3(b)	Deface/injure/destroy object in park	\$75.00
Section 3.3(c)	Excavate or remove plants/plant fixtures from a park	\$75.00
Section 3.3(d)	Remove park equipment	\$75.00
Section 3.3(e)	Unauthorized display signs/ads in park	\$25.00
Section 3.3(f)	Remove/damage etc. authorized signs/notices in park	\$50.00
Section 3.3(g)	Bathe/clean clothing/ fish/utensils etc. at/near drinking fountain/pump in park	\$25.00
Section 3.4	Unauthorized construction in park	\$50.00
Section 3.5	Unauthorized business in park	\$50.00
Section 4.1	Failure to register when entering park	\$50.00
Section 4.2	Failure to obtain camping permit	\$50.00
Section 4.7	Camping in area not designated for that purpose	\$50.00
Section 4.8	Alteration of camping permit	\$50.00
Section 4.9	Failure to produce camping permit upon request	\$50.00
Section 4.12/4.13	Unauthorized combination of vehicles in campsite	\$50.00
Section 4.14	Camping more than fourteen consecutive days	\$50.00
Section 4.18	Failure to vacate site	cost recovery
Section 4.21	Remain in day use area after 11:00 p.m.	\$50.00
Section 6.1	Unlawfully enter/remain in park	\$50.00
Section 7.1	Set, light, or maintain fire in unauthorized place	\$50.00
Section 7.3	Set, light, or maintain fire after signs/notices have been erected prohibiting same	\$50.00

Section 2: Penalties Cont'd

Section (Municipal Parks Bylaw)	Offence	Penalty
Section 7.4	Leave fire unattended/allow to spread	\$50.00
Section 7.5	Deposit/dispose of hot coals/ashes etc. in unauthorized place	\$50.00
Section 7.6	Fail to extinguish fire etc. before leaving	\$50.00
Section 7.7	Remove firewood from a park	\$100.00
Section 8.1	Operate off-highway vehicle where prohibited	\$50.00
Section 8.2	Enter park when prohibited	\$50.00
Section 8.3	Parking in a manner or location that impedes traffic	\$50.00
Section 8.4	Exceed posted speed limit	\$50.00
Section 9.1(a)	Animal running at large	\$50.00
Section 9.1(b)	Animal in prohibited area	\$50.00
Section 9.7	Bring/allow horse/pony etc. unauthorized into the park	\$100.00
Section 10.1(a)	Deposit waste matter in unauthorized area of park	\$50.00
Section 10.1(b)	Deposit waste water or liquid waste in unauthorized area	\$250.00
Section 10.1(c)	Dispose of commercial/residential waste in park	\$50.00
Section 10.2	Fail to carry waste matter from areas in park without receptacles	\$50.00
Section 11.3	Attempt to enter park within 72 hours of removal from a park	\$100.00
Section 12.1	Discharging of firearm	\$100.00
Section 12.2	Improper storage of firearm	\$75.00
Section 12.3	Hang big game in park	\$50.00

TRAFFIC REGULATIONS

Traffic Regulation Bylaw Part 2: Parking

Section	Offence	Fine
Section 3(1)(a)	Prohibited Parking – Emergency Exit Door	\$50.00
Section 3(1)(b)	Prohibited Parking – Entrance to Emergency Service	\$50.00
Section 4(1)	Park in No Parking Zone Prohibited by Traffic Control Device	\$30.00
Section 4(2)	Park in No Parking Zone During Prohibited Times	\$30.00
Section 5 (2)	Park in No Parking Zone Prohibited by Temporary Traffic Control Device	\$30.00
Section 6	Stop in a No Stopping Zone Prohibited by Traffic Control Device	\$30.00
Section 7(2)	Park in a Disabled Person’s Parking Space	\$50.00
Section 8(2)	Park in Fire Lane	\$50.00
Section 9	Park an Unattached Trailer on Highway	\$30.00
	Park in Alley	\$30.00

Traffic Regulation Bylaw Part 3: Rules for Operation of Vehicles

Section	Offence	Fine
Section 11(1)	Drive Tracking Vehicle on Highway Without Authorization	\$100.00
Section 11(2)	Fail to Produce Tracked Vehicle Authorization	\$50.00

Traffic Regulation Bylaw Part 4: Controlled and Restricted Highways

Section	Offence	Fine
Section 13(1)	Operate / Park Heavy Vehicle in Prohibited Area	\$75.00

Traffic Regulation Bylaw Part 5: Miscellaneous

Section	Offence	Fine
Section 14	Proceed Beyond Designated Point Near Fire	\$50.00
Section 15(1)	Cause Damage to Street Furniture	Court
Section 15(2)	Cause Damage to Highway	Court
Section 15(3)	Damage Costs for Sections 14(1) / 14(2)	amount expended

Note:

Every person who contravenes a section of the Traffic Regulation Bylaw is guilty of an offence and shall forfeit and pay a penalty as set out above or on summary conviction to a fine not exceeding Two Thousand Dollars (\$2,000.00) and/or imprisonment for not more than six (6) months.

2. This Bylaw shall come into force and effect upon receiving third reading and shall repeal ~~Bylaw 733/09, Bylaw 081/97, Bylaw 099/97, Bylaw 771/10.~~

3. In the event that this bylaw is in conflict with any other bylaw, this bylaw shall have paramountcy.

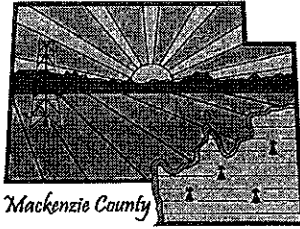
READ a first time this _____ day of _____, 2011.

READ a second time this _____ day of _____, 2011.

READ a third time and finally passed this _____ day of _____, 2011.

Bill Neufeld
Reeve

William Kostiw
Chief Administrative Officer



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	February 8, 2011
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	Bylaw 798-11 Water & Sewer System Bylaw

BACKGROUND / PROPOSAL:

Council approved Bylaw 790-10 known as Water & Sewer System Bylaw.

OPTIONS & BENEFITS:

The current Bylaw outlines fees and penalties for the water and sewer services provision including the rural water connection fees.

Administration was asked to bring the bylaw back for discussion regarding implementing an industrial water rate. Please note that most municipalities that have different rates, have these established for residential and non-residential users (commercial and industrial users have the same rate).

The following points are suggested for discussion:

1. As per the presentation during the 2011 budget, the County's calculated break-even rate for treated water is \$3.94/m³ and 75% recovery rate for treated water is \$2.95/m³. If an industrial rate is implemented, what this rate will be?
2. The Bylaw should include a definition of an industrial user.
3. Based on the system currently used for recording the cardlock usage, a water hauler that provides both commercial and industrial water delivery services, will require carrying two cards and use these accordingly. Although within the current system we can attach a different charge rate to a card, we would not be able to differentiate whether this card was used for commercial or industrial services purposes.

Author: J. Whittleton

Review Date: _____

CAO

The newly drafted bylaw also rescinds Bylaw 237/00 that authorized a \$500 deposit charge for the commercial water hauler. This charge is included in Bylaw 798-11, Schedule A, E (v).

COSTS & SOURCE OF FUNDING:

Recovering a higher portion of the County's costs for provision of water services will help moving the County towards more sustainable future for the water infrastructure.

RECOMMENDED ACTION:

Motion 1: (requires 2/3)

That first reading be given to Bylaw 798-11 being the Water & Sewer System Bylaw.

Motion 2: (requires 2/3)

That second reading be given to Bylaw 798-11 being the Water & Sewer System Bylaw.

Motion 3: (requires unanimous)

That consideration be given to proceed to third reading of Bylaw 798-11 being the Water & Sewer System Bylaw.

Motion 4: (requires 2/3)

That third reading be given to Bylaw 798-11 being the Water & Sewer System Bylaw.

Author: J. Whittleton Review Date: _____ CAO _____

BYLAW NO. 790-10 798-11

**BEING A BYLAW OF THE MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA
RESPECTING THE WATER AND SEWER SYSTEM**

WHEREAS Part 3 Division 3 of the Municipal Government Act, Being Chapter M-26 of the Revised Statutes of Alberta, 2000, empower municipalities to provide municipal public services, and

WHEREAS Mackenzie County Council may pass a bylaw governing the management of the Municipalities water system, sewer system and storm drainage system,

WHEREAS the Mackenzie County has not increased/amended the water/sewer rates since January 2010, and currently expenses to operate the water and sewer systems exceeds revenues,

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

SHORT TITLE

1. This bylaw may be cited as the "Water and Sewer Bylaw".

DEFINITIONS

2. In this bylaw, unless the context otherwise requires,
 - a) "**Authorized Employee**" is a person appointed by the County's Chief Administrative Officer to act on behalf of the County with regard to the County's water and sewer and storm drainage systems.
 - b) "**Bulk Water**" means any containers that exceed 20 litres.
 - c) "**CAO**" means the Chief Administrative Officer of Mackenzie County, a person duly appointed pursuant to the Municipal Government Act and the County's Chief Administrative Officer Bylaw.
 - d) "**Catch Basin**" means storm sewer inlets that filter out debris such as leaves and litter. They are typically located next to street curbs or within Utility Right of Ways.

- e) **“Code”** means the Alberta Environmental Protection standards and guidelines for Municipal Waterworks, Wastewater and Storm Drainage systems and/or the Alberta Plumbing Code.
- f) **“Commercial”** means a service provided to a commercial establishment owned and operated by a business or individual for profit and service through a meter where the size of the meter is 5/8” to 4”(residential) 1”-4” (Commercial) inclusive. Commercial includes a plant that is used to produce or manufacture goods or services through some kind of industrial process.
- g) **“Consumer”** means a corporation, or person, or contractor, or occupant, or owner requiring the service and who is responsible for the cost of the same, as the context requires.
- h) **“Council”** means the Council of Mackenzie County elected pursuant to the Local Authorities Election Act, Revised Statutes of Alberta.
- i) **“County”** means Mackenzie County.
- j) **“Designate”** means a person appointed by the CAO to act on the County’s behalf with regard to the County’s water and sewer and storm drainage systems.
- k) **“Hamlet(s)”** means the unincorporated communities of Zama, Fort Vermilion, and La Crete as established with designated boundaries and approved by Mackenzie County.
- l) **“Infrastructure”** means public systems, services, and facilities of a country or region that are necessary for economic activity, including but not limited to water and sewer services.
- m) **“Interceptor”** means a receptacle that is installed to prevent oil, grease, sand or other materials from passing into a drainage system.
- n) **“Minimum water and sewer facilities”** means one water closet toilet and one cold water tap connected to the water and sewer mains.
- o) **“Municipal Government Act”** means the Municipal Government Act, RSA 2000, Chapter M-26, as amended or repealed and replaced from time to time.
- p) **“Registered Owner”** means the person registered as the owner of the property pursuant to the provisions of the Land Titles Act (Alberta).

- q) **“Sewer”** means sanitary sewer system including all mains, treatment and storage facilities in Hamlets within Mackenzie County.
- r) **“Storm drainage”** means storm drainage system, including ditches, catch basins, underground works, and outflows in Hamlets within Mackenzie County.
- s) **“Water”** means Mackenzie County Waterworks system including all the mains, storage and treatment facilities.

USE AND CONTROL OF THE WATER, SEWER AND DRAINAGE SYSTEM

- 3. The use and control of all water, sewer and drainage systems belonging to Mackenzie County, now laid down, constructed, or built subsequent to the passing of this bylaw, shall be in accordance with this bylaw and shall be under the management and control of the Chief Administrative Officer of Mackenzie County.
- 4. The following regulations apply to the usage of water and sewer supplied by Mackenzie County in the hamlets of Zama, Fort Vermilion, and La Crete as established with designated boundaries and approved by Mackenzie County.

REQUIREMENT TO CONNECT TO WATER AND SEWER MAINS

- 5. No water and sewer connections other than that specified in Section 3.2 of Bylaw 462/04 (Land Use Bylaw) shall be undertaken within the Mackenzie County, unless an application for it has been approved by the Development Officer and all required Permits have been issued. Permit applications shall be supplemented by any plans, specifications or other information considered necessary by the Development Officer.
- 6. Each and every dwelling and every occupied building situated on land abutting the water and/or sewer mains of the Hamlet, shall be connected with connections approved by Mackenzie County to the said water and/or sewer mains and shall be serviced with at least the minimum water and sewer facilities. Mackenzie County may designate an individual firm to enter on the land, building, erection, or structure to install water and/or sewer services and charge the cost thereof against the land, building, erection or structure in question, in the same manner as taxes and with the same priority as to lien and to payment thereof, as in the case of ordinary Municipal taxes. All existing Hamlet Residential development must connect to municipal services with the exception of Hamlet Country Residential development.
- 7. At such time as the Development Permit has been approved, the owner shall complete an application for water and sewer installation form and forward the

same to the nearest County office where the development is to take place. Once application has been received and approved by the County, the County shall provide the water and/or sewer service to the property line. All costs pertaining to the construction and supplies used for the water/sewer service shall be charged back to the property owner.

8. All construction/installations of water/sewer services from water/sewer mains to property line shall cease on October 1 of each calendar year and commence again on May 1 of each calendar year. Any variance to the mentioned dates would be at the discretion of the CAO.
9. Provisions of interceptors/Catch Basins:
 - a) (1) Grease, oil and sand interceptors shall be provided on private property by the owner for all garages/shops with floor drains, gasoline service stations and vehicle and equipment washing establishments. Restaurants, also, shall provide grease traps.
 - b) All interceptors shall be:
 - (1) of a type and capacity approved and certified under the Alberta Plumbing Code,
 - (2) located to be readily and easily accessible for cleaning and inspection, and,
 - (3) maintained by the owner or occupier at his/her expense.
10. No person shall receive services provided by the County without approval of Mackenzie County.
11. No person shall discharge into the sewer system any commercial or industrial waste of such nature that may prevent or impair the efficient operation of the sewer system or any part thereof.
12. No person shall do any work upon or interfere in any way with the water or sewer system unless specifically authorized to do so by the Chief Administrative Officer or designate.
13. The owner of any building connected to the water and/or sewer system shall, at all reasonable times, allow or permit the Utilities Officer or his/her agent to enter into and upon the premises for the purpose of inspecting connections, drains, and any other apparatus used in connection with the water and sewer system.
14. The owner/occupant shall, at his/her own expense, maintain all infrastructure from his/her property line to the building.

TAPPING WATER AND SEWER MAINS

15. No persons except authorized employees of the County, or persons duly authorized by the County, shall make any connection whatsoever with any of the public pipes or mains in the public thoroughfares of the County, which shall meet the Alberta Plumbing code. All water service/sewer pipes laid in private property, between the property line and the water meter, shall be of a material that meets the Alberta Plumbing code. No connection may be made to the water service pipe between the property line and the water meter, unless such connection is metered and is approved by the Chief Administrative Officer or designate. All sewer service pipes laid in private property, between the property line and the interior of the building, shall be of a material to meet the Alberta Plumbing Code. Unless otherwise approved in writing by a certified engineer, all sewer connections must have a back flow prevention device installed, and such device must meet the Alberta Plumbing Code and may be inspected by a Utilities Officer. All tapping and backfilling shall be done to meet the Alberta Plumbing Code and at the cost of the developer
16. A separate and independent water and sewer service shall be provided to every lot, unless otherwise required or approved in writing by the Chief Administrative Officer or designate.

INSPECTIONS

17. All connections shall be inspected and approved by an authorized employee prior to back fill. However, any damage during backfilling shall be the responsibility of the landowner. If any connections to the County's water and sewer system are covered or concealed before it is inspected, or tested, it shall be uncovered if the authorized employee so directs.
18. A minimum of two (2) working days notice is required for all inspections. If the inspection is an urgent situation requiring a response in less than the required two (2) working days, and the County agrees to respond in less than two (2) working days, the cost of responding to such a request may be billed at a rate in accordance with fee Schedule "A", in addition to normal fees to the person, corporation, or other such entities to whom the water and sewer charges are being billed, have been billed or will be billed.

WATER METERS

19. Each and every water service attached to the water system shall be metered and the water consumed, as indicated by the meter, shall be paid for in accordance with Schedule "A".
20. All water meters shall be supplied and installed by Mackenzie County at the expense of the developer / owner. All water meter installations shall be carried

out by qualified personnel and each installation shall be subjected to an inspection by a person authorized or employed by Mackenzie County.

21. All meters, are and shall remain the property of Mackenzie County and as such shall be moved, changed, repaired, etc. by authorized employees only and at the discretion of the County.
22. All water meters and remote readers must be installed in an approved location set by the developer and the Utilities Officer and be readily accessible to authorized persons for the purpose of reading, inspecting or changing same.
23. The consumer shall give access to an authorized person or persons who may be under contract to Mackenzie County to a meter for the purpose of reading, inspecting, or changing same, and shall be responsible to keep said meter free from damage. The consumer may be liable for any damage which occurs to the meter.
24. The consumer must report to Mackenzie County any damage caused to their meter within one regular working day upon discovering the damage.
25. An authorized employee may undertake such repairs/replacements and charge all costs to the account of the consumer.
26. Repairs necessitated to meters through normal operation and wear and tear will be repaired by the County, and will be considered as an operating expense and as such, charged to the water department.
27. No meter by-pass line shall be installed without having obtained prior written approval by the Chief Administrative Officer or designate.
28. All meters and meter installations shall be sealed by the County. Where a by-pass line and valve are installed around the meter, this valve shall also be sealed only and are not to be broken, except in the case of emergency when the seal on a by-pass valve may be broken. The breaking of any seals whether by accident or emergency shall be reported immediately to the County.
29. No person shall:
 - i) interfere with the seals or tamper with any meter.
 - ii) tamper with any remote water meter reader or connection thereto.
 - iii) willfully, and without authority, hinder, interrupt, or cut off the supply of water.
30. Any damage caused to meters and/or remote water meter readers through abuse, tampering, freezing or hot water shall be considered the responsibility of the consumer. Damage to the remote water meter reader will be repaired or replaced with all costs being assigned to the account of the customer.

31. Should any person claim a meter is not working properly and is over reading, the said person shall pay a fee to Mackenzie County the sum set out in Schedule "A". The meter will then be removed from service and given a proper bench test. Should the said meter be found to over read by more than 3%, the said person shall be refunded their fee. Any meter which meets the requirements previously stated shall be considered adequate and the person shall forfeit the said fee to Mackenzie County to cover costs of removal and test of the said meter. All conveniences during business hours shall be afforded the said person to witness meter tests.
32. The size of all meters installed shall be determined by Mackenzie County and will not necessarily conform to the size of service pipe installed in the building but will, however, be based on the estimated rate of consumption.
33. Should a meter cease to operate between reading periods; billing of the account will be done on an estimated consumption for the period. This estimate will be based on previously obtained consumption figures.

FIRE HYDRANTS AND VALVES

34. Except as hereinafter provided, no persons other than authorized persons set out by Mackenzie County shall open, close, operate, or interfere with any valve, hydrant or fire plug, or draw water there from.
35. The Chief of a Rural Fire Protection Association or a Voluntary Fire Brigade, his assistants and officers, are authorized to use the hydrants or plugs for the purpose of extinguishing fires, for making trail of hose pipe or for fire protection, but all such uses shall be under the direction and supervision of the said Chief or his/her duly authorized assistants and in no event shall an inexperienced or incompetent person be permitted to manipulate or control in any way any hydrant or plug. No person shall in any matter obstruct the free access to any hydrant or valve or curb stop. No vehicle, building, rubbish or any other matter which could cause obstruction shall be placed nearer to a hydrant than the property line of the street in which the hydrant is located, nor within twenty (20) feet of the hydrant in the direction parallel with the said property line.

RATIONING OF WATER

36. The Chief Administrative Officer of Mackenzie County may order water rationing as and when needed.

DAMAGED CURB STOPS

37. The property owner may be held responsible for any damages incurred by the owner on the curb stop which services the property owner. Mackenzie County

may designate an individual firm to repair damages of the said curb stop, and charge the cost of such repairs to the property owner.

CONNECTION OR DISCONNECTION OF SERVICES

38. A minimum of two (2) working days shall be required for connection or disconnection of services. If service is required within the two (2) working days a fee for service will be charged in accordance with Schedule "A".
39. After any construction, reconstruction, alteration, change or the completion of any work requiring a permit, **WATER SHALL NOT BE TURNED ON** to any building or premises until the work has been done to the satisfaction of an authorized person.
40. Water shall be turned on or off at the curb stop **ONLY** by an authorized person.
41. The County shall not be held responsible for damages caused within a residence or other building as a result of turning water on or off at a curb stop.

ADMINISTRATION OF WATER AND SEWER COSTS

42. All water/sewer accounts shall be set up in the name of the owner of the property only unless otherwise approved by the Chief Administrative Officer or designate.
43. Water and sewer service charges or rates shall be levied and collected monthly from all persons, corporations, or other such entities connected to and utilizing the Hamlets of Zama, Fort Vermilion, and La Crete water and sewer system in accordance with Schedule "A".
44. Water accounts shall be payable to Mackenzie County at the Zama, Fort Vermilion, High Level, or La Crete office, or such other places as designated by Council.
45. The Chief Administrative Officer or designate may shut off or discontinue water service for non-payment of account or failure to make application for water/sewer connection. Fee to reconnect such service as per Schedule "A".
46. Any charges for damage or rates, penalties and/or fees levied, shall be subject to court action if the occupant is a person other than the owner of the property; or in the case of the owner of the property to the same penalties and is collectable by the same procedure as taxes levied by Mackenzie County.
47. Failure of the consumer, being charged for water service, to receive a statement of account shall in no way affect the liability of such consumer to pay such levies and charges.

48. Upon closure of an account where the consumer is the owner of a mobile home, and is removing such mobile home from the lot on which it was situated, must return the water meter to the Mackenzie County office. Mackenzie County will refund money to the consumer as per Schedule "A" within forty (40) days upon return of the water meter, providing the meter is returned in good condition.

DISPOSAL OF WATER

49. No person being an owner, occupier, or tenant of any house, building or other premises which are supplied with water from the water system shall vend, sell, or dispose of bulk water therefrom, or give away, or permit the same to be taken or carried away, or use, or supply it to the use or benefit of others, or to any use other than his/her own use and benefit, or shall increase the supply of water beyond that fixed by the rating of the premises, or shall wrongfully, negligently, or improperly waste any water, unless prior written approval has been received by the Chief Administrative Officer or designate.

WELLS AND OTHER SOURCES OF SUPPLY OF WATER

50. No wells or other source of supply of water except the Hamlets of Mackenzie County water system shall be used in the County without prior written permission having been obtained by the Chief Administrative Officer or designate.
51. Any such permission may be withdrawn by order of the Chief Administrative Officer or designate at any time, without notice, and no person shall use a well or other source of supply of water after a permit for use of the same has been withdrawn.

USE AND PROTECTION OF SEWER SYSTEM

52. No person shall throw, deposit or leave in or upon any Hamlet sewer or storm drainage, or any trap, basin, grating, or other appurtenance of any Hamlet sewer, any butchers' offal, garbage, litter, manure, rubbish, sweepings, sticks, stones, bricks, feathers, tar, earth, gravel, dirt, mud, hay, straw, twigs, leaves, papers, glass, rags, cinders, ashes, any inflammable, hydrocarbon or explosive material, or refuse matter of any kind, except feces, urine, the necessary closet paper, waste water, slops properly discharged through the Hamlet sanitary sewer.
53. No person shall permit to be discharged into any sewer, any liquid or liquids which would prejudicially effect the sewers or the disposal of the sewage, or any matter of substance by which the free flow of the sewage may be interfered with, or any chemical refuse, or other trade waste, or any waste stream, condensing water, or other liquids of a higher temperature than sixty-five (65) degrees Celsius.
54. No person shall make or cause to be made any connection with any Hamlet

sewer, house drain, or appurtenance thereof for the purpose of conveying, or which may convey, into the same any roof drainage, weeping tile, cistern or tank overflow, condensing or cooling water, or discharge the contents of any privy vault, manure pit or cesspool, directly or indirectly, into any Hamlets sewer or house drain connected therewith without the written permission of the Chief Administrative Officer or designate.

55. No person shall turn, lift, remove, or tamper with the cover of any manhole ventilator or other appurtenance of any Hamlet sewer, except duly authorized employees of the County.
56. No person shall cut, break, pierce, or tap any Hamlet sewer or appurtenance thereof, or induce any pipe, tube, trough, or conduit into any Hamlets sewer, unless so authorized by an authorized employee of the County.
57. No person shall interfere with the free discharge of any Hamlet sewer, or part thereof, or do any act or thing which may impede, obstruct the flow, or clog up any Hamlet sewer or appurtenance thereof.
58. Authorized employees of Mackenzie County shall have the right at all reasonable times to enter houses or places which have been connected with the Hamlet sewers, and facilities must be given him to ascertain whether or not any improper material or liquid is being discharged into the sewer, and he/she shall have the power to stop or prevent from discharging into the sewer system any private sewer or drain through which substances are discharged which are liable to injure the sewers or obstruct the flow of sewage.

USE AND PROTECTION OF THE STORM DRAINAGE SYSTEM

59. No person shall throw, deposit or leave in or upon any Hamlet storm drainage system, or any trap, basin, grating, or other appurtenance of the Hamlet drainage system, any butchers' offal, garbage litter, manure, rubbish, sweepings, sticks, stones, bricks, feathers, tar, earth, gravel, dirt, mud, hay, straw, twigs, leaves, papers, glass, rags, cinders, ashes, any inflammable or explosive material, feces, urine, closet paper, waste water, slops, or any other liquid or chemical or refuse matter of any kind.

RURAL WATER LINE CONNECTIONS

- 60. A registered owner requesting access to the rural water line shall be required to enter into a Rural Water Connection Contract as per Schedule C;
- 61. All registered owners shall be required to sign an access agreement at no cost to the County prior to any service being provided.

CONTRAVENTION

- 62. A person who contravenes a provision of this Bylaw is guilty of an offence and liable on summary conviction to the penalty as prescribed in Schedule "B" of this Bylaw or, on summary conviction to a fine not less than twenty (\$20.00) and not more than five thousand (\$5,000.00), and in the event of a failure to pay the fine to imprisonment for a period not exceeding six (6) months.
- 63. Violation tickets shall be issued in accordance with the Provincial Offences Procedure Act.

RESCINDING OF FORMER BYLAWS

- 64. This Bylaw rescinds Bylaw No. ~~778-10~~ 790-10 and Bylaw No. 237/00.

DATE OF COMMENCEMENT

- 65. This Bylaw shall take effect after receiving three readings.

READ a first time this ____ of _____, 2011.

READ a second time this ____ of _____, 2011.

READ a third time and finally passed this ____ of _____, 2011.

Bill Neufeld
Reeve

William Kostiw
Chief Administrative Officer

**BYLAW NO. 790-10-798-11
SCHEDULE "A"**

**SCHEDULE OF WATER RATES, PENALTIES, AND FEES AND DEPOSITS
FOR THE HAMLETS OF ZAMA, FORT VERMILION,
AND LA CRETE WATER WORKS SYSTEM**

(A) Water System Rates – Monthly Fixed Fee (Applicable to Metered Users):

\$15.73 / per month

(B) Water Consumption Charges – Treated Water (Applicable to Metered and Truck & Barrel Fill Users):

Rate per Cubic Meter **\$2.13/ cubic meter up to January 31, 2011**

\$2.43/ cubic meter effective February 1, 2011

(C) Water Rates – Raw

Rate for raw water **\$1.49/ cubic meter up to January 31, 2011**

\$1.70/ cubic meter effective February 1, 2011

(D) Sewer Rates – Monthly

Shall be applied at **33.50%** of the total water charge amount.

(E) Fees and Deposits

(i) Application fee for new service -\$20.00

(ii) Transfer from one service to another -\$20.00

(iii) a) Reconnection of service due to non-payment of account in accordance with Section 53 -\$50.00

b) Fee for service required to connect or disconnect water upon the request of the customer within the two (2) working days requirement in accordance with Section 47 -\$20.00

(iv) Fee for inspection of water connection within the required two (2) day notification in accordance with Section 25 -\$20.00

- (v) Deposit for cardlock -\$100.00 for residential; **\$500 for commercial or industrial users**
- (vi) Deposit for keylock -\$20.00
- (vii) As per section 28, the cost of water meters and the installation fees, based on commercial or residential, are as follows:

Size of Meter	Cost of Meter	Installation Fee
5/8"	\$170.00	\$65.00
3/4" Residential	\$214.00	\$65.00
3/4" Commercial	\$214.00	\$125.00
1"	\$272.00	\$125.00
1 1/2"	\$620.00	\$125.00
2"	\$850.00	\$125.00
3"	\$1,612.00	\$125.00
4"	\$2,625.00	\$125.00

* 15% administrative fee is included in all meter costs.

** The consumer will be given the option of paying the complete cost upon application, having the cost applied to their first water bill, or having the cost applied to their water bill in 6 equal payments.

*** Meters of a greater size than identified above will be dealt with on an individual basis.

- (viii) Upon the return of a water meter from the person in accordance with Section 56 due to the closure of an account, Mackenzie County will refund that person the original amount paid for the meter upon initial installation.
- (ix) A \$50.00 fee for water meter testing in accordance with Section 40.
- (x) Deposits may be transferable from one service to another by the same consumer.
- (xi) The fee shall be retained by Mackenzie County and applied against any outstanding balance upon disconnection of the service. In the event there is no outstanding balance or service charges remaining on the account upon disconnection of the service, Mackenzie County shall refund money

to the customer within forty (40) days.

- (xii) In any case money deposited with Mackenzie County as a guarantee deposit remains unclaimed for a period of five years after the account of the consumer so depositing has been discontinued, the amount of the deposit shall be transferred to the general revenue account of Mackenzie County.
- (xiii) Mackenzie County remains liable to repay the amount of the deposit to the person lawfully entitled thereto for a period of ten years next following the discontinuance of the account but after the ten year period the deposit becomes the absolute property of Mackenzie County free from any claim in respect thereof.
- (xiv) \$50.00 per hour fee per utilities officer for services required to construct, repair, or service where the responsibility for required work was born by the developer, consumer or corporation.

(F) Rural Water Line Connection Fees

Option 1:

\$1,200 lump sum payment upon the Rural Water Connection Contract signing (Schedule C)

\$10,800 lump sum prior to connection to the water line

Option 2:

\$1,200 lump sum payment upon the Rural Water Connection Contract signing (Schedule C)

\$114.55 / per month as a phased repayment of capital contribution costs towards the construction of rural water line for a period not to exceed 10 (ten) years with the payment starting date being the date of the connection to the water line

**BYLAW NO. 790-10 798-11
SCHEDULE "B"**

**SCHEDULE OF FINES
FOR THE HAMLETS OF FORT VERMILION, LA CRETE AND ZAMA
WATER WORKS SYSTEM**

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

SECTION	DESCRIPTION	PENALTY
6	Failing to connect to county owned water and sewer facilities	\$2,500.00
9	Failing to provide grease, oil & sand traps & maintain catch basins	\$1,000.00
7,10, 11, 12, 15,23, 24, 25, 27, 29, 34, 40, 54, 55, 56	Interfering/Tampering with Municipal water or sewer systems	\$2,500.00
13, 23, 50	Failing to allow County staff or agent to enter premises	\$250.00
14	Failing to maintain water or sewer system	\$100.00
15	Failure to use proper material	\$250.00
15	Failure to install backflow preventer	\$150.00
15	Failure to execute proper tapping or backfilling	\$250.00
17	Covering a water or sewer system prior to inspection	\$250.00
17	Failure to uncover a water or sewer system at the request of an authorized employee after it has been covered	\$500.00
28	Failure to report broken seal to County	\$20.00
35	Obstruction of Fire Hydrants/Valves	\$100.00
49	Illegal disposal of water	\$1,500.00
50	Well or other source of water supply	\$150.00
51, 52, 53 & 58	Illegal disposal in sewer or storm drainage system	\$2,500.00

BYLAW NO. 790-10 798-11
SCHEDULE "C"

THIS AGREEMENT MADE AND ENTERED INTO THIS _____ DAY OF
____, A.D. 20__

Mackenzie County

in the Province of Alberta

and

NAME: _____ PHONE NO. (Home) _____

TAX ROLL NO.: _____ PHONE NO. (Work) _____

POSTAL ADDRESS: _____

SERVICE LOCATION: _____

LEGAL LAND DESCRIPTION _____

(hereinafter called the "Customer")

WHEREAS the Customer desires a supply of water for use at the service location; and

WHEREAS water service is available to all farming, residential and other consumers who have met current ownership requirements of the County; and

WHEREAS this document is deemed to be an application only for service until it is executed under seal by the duly authorized officers of the County; and

WHEREAS the County at all times reserves the right to refuse any application for just cause;

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the premises, covenants and agreement herein contained the parties agree as follows:

- 1. DELIVERY AND SALE:** The County shall sell and deliver water to the Customer, so far as is practical to do so at the Service Location provided in the contract. The County will install the Rural Water Line as a "trickle system" at a guaranteed rate of 2 gallons per minute.
- 2. TITLE:** The title to the distribution system up to and including the meter and including the extensions to serve other members or Customers shall be vested in the County notwithstanding the contribution to the cost hereof made by the Customer. The County shall have the right to make use of and/or continue the said water line extension for the purpose of serving other members or consumers.
- 3. METER/CURBCKOCK (CC) LOCATION:** The water meter and CC shall be placed on the Customer's property at a point which the County shall have the sole right to determine. Title of water supplied by the County shall pass from the County to the Customer at the outlet of the water meter. All owners, tenants or occupants of any building wherein a water service is installed shall give access to every facility for the introducing, placing, inspecting and reading of such meter and shall protect it from interference or damage from frost or otherwise.
- 4. LONG DISTANCE CONNECTIONS:** Costs of connections exceeding 300 (three hundred) meters shall be paid by the Customer.
- 5. RIGHT OF WAY:** The Customer hereby grants to the County a blanket utility right-of-way and easement, where it does not conflict with the other existing easements, that the County requires in order to construct and maintain its distribution system to serve the Customer or any current or future consumers of the County, upon the terms and conditions of the County's standard easement agreement across all lands in which the consumer has or may acquire an interest (the Customers Land), to the full extent of that interest. The Customer further agrees to execute prior to construction of the distribution system all documents which the County may require to be executed for the purpose of registering the County's standard easement agreement. The utility right-of-way and easement hereby granted shall remain in full force and effect for as long as the County, its successors and assigns desire and so long as the County, its successors and assigns, continue to operate and maintain distribution lines across the Customers Land and will continue to operate notwithstanding the discontinuance of service by the County, its successors and assigns, or the termination of this Agreement.

6. **ACCESS:** The County, its servants, agents, and nominees shall have the right of reasonable access to the Customers Land and buildings at all reasonable times for the purpose of inspecting any of the lines, equipment or appliances upon the Customers Land whether the same are the property of the County or the Customer, and for the purpose of repairing or maintaining the same, of removing all or any part of the same which are the property of the County.

7. **MAINTENANCE:** The County shall at its sole risk and expense maintain the pipelines, meters, regulators, and other facilities needed to deliver water to the outlet of the meter. The County shall perform all maintenance and make repairs, renewals, or replacements as it sees fit to do so. The County will not however, be responsible for repairs, renewals, replacements or maintenance of the Customers piping or equipment beyond the Curbcock (CC) which is designated at the point of delivery. The Customer shall be responsible for repairs, renewals, replacements or maintenances of the customer's piping or equipment beyond CC.

8. **DOWNSTREAM CONSTRUCTION:** The Customer shall be liable for the costs of installations of all secondary piping beyond the outlet of the meter and within his own premises including the piping from the point of delivery to the buildings and shall assume all risk and responsibility with respect to such piping and his equipment and protection of the same. The consumer agrees that any such piping shall be done in conformity with all laws, statues, by-laws, rules and regulations made by the County and applicable engineering guidelines. The County shall have the right to inspect such piping but such inspection shall not relieve the Customer of his responsibility in respect of such piping and installation, or in respect of any of his equipment or appliances.

Downstream construction is defined as being within the established boundaries of the Customers serviced Farm Yard. The Customer shall not add or sell water to other residential structures, including houses, trailers, or businesses that are not directly owned by him, exist on the serviced yard or are further than 200 yards from the primary dwelling. Service to these situations must be through the County and NOT by a Customer. The County reserves the right to discontinue service to the primary service location on the decision of the County that a service violation has been installed.

The Customer acknowledges that the supply of water by the County to the service location is provided at a maximum flow rate of 2 gallons per minute and that the Customer must construct, at his own sole cost and expense, a holding tank for reserve purposes that will be suitable and adequate for his anticipated water requirements.

In the event that the Customer subdivides the parcel of land to which water is supplied hereunder, this Agreement shall apply to that portion of the subdivided land upon which the point of delivery is located. Water service shall only be available to the other subdivided parcel or parcels pursuant to a new Customer Contract or Contracts.

9. WARNING AND INDEMNITY: The County shall incur no liability by reason of failure to supply water for any cause beyond the reasonable control of the County, nor shall it be liable for loss, costs, or damages to persons or property arising or resulting from the supply or use of water. The Customer is hereby warned of the danger from contact with any part of the County's lines or equipment, and he shall at all times exercise every reasonable precaution necessary to prevent damage to said lines and equipment. In the event of any accident, injury or damages which were caused by a direct or indirect action of the Customer, shall be full responsibility of the Customer, and the Customer shall at all times indemnify and save harmless the County from any and all claims for damages arising by reasons of any such accident, injury or damages. The Customer shall be responsible for all damages to lines and equipment on his property due to his and/or his agent's negligence.

10. RESALE: The Customer shall not resell water delivered to him under the terms of the Agreement.

11. DISCONTINUANCE OF SERVICE: The County shall have the right to discontinue or refuse to continue the supply of water to the Customer for any of the following reasons:

11.1 lack of supply of water,

11.2 repairs or alterations to the County's piping or equipment;

11.3 conditions which in the opinion of the County are dangerous to life or property;

11.4 to prevent fraud, abuse to County property or the resale to others of water;

11.5 non-payment of any account when due;

11.6 the insolvency or bankruptcy of the consumer;

11.7 the use not in conformity with the provisions of the Agreement by the Customer of any water;

11.8 the breach by the Customer of any of the provisions of this Agreement;

The County shall not be required to provide notice of discontinuance for the reasons set out in sub clauses (11.1) to (11.3) inclusive but shall give forty-eight (48) hours notice of discontinuance for the reasons set out in sub clauses (11.4) to (11.8) inclusive.

The discontinuance of the supply of water for any of the reasons aforesaid shall in no way affect any other rights or remedies that the County may have against the Customer. The County shall have the right to charge the Customer a reconnection fee as set from time to time by Council of the County before the supply of water is reconnected after discontinuance for any of the reasons set out in sub clauses (11.3) to (11.8).

12. NOTICE: The County may serve any discontinuance notice, or other document required to be served hereunder by mailing the same by prepaid registered mail to

the Customer at the address herein provided or by delivering the same by prepaid registered mail to the Customer at the address herein provided or by delivering the same to the premises where water is being supplied by the County and/or attaching the same to the door of the premises. In the event the clause 15 is hereof applies, notice shall be given by mail to the Customer and by delivery to the premises where water is being supplied. The Customer may give notice to the County by delivering the same to the County's Chief Administrative Officer or by mailing the same by prepaid registered mail to the County at the address herein provided. The addresses of the parties hereto, to which communications and notices may be served and to which all payments shall be made are as follows:

Customer: *[Insert Name]*

[Insert Address]

**Attention: Chief Administrative Officer
Mackenzie County
P.O. Box 640
Fort Vermilion, Alberta
T0H 1N0**

Any such notice or document shall be conclusively deemed to have been given and received if delivered, on the date of such delivery, or if mailed, ten (10) calendar days after such mailing. Either party may change its address by notice in writing served upon the other party.

13. WATER RATES AND CONNECTION FEES:

a) The Customer shall pay to the County monthly water bill at a rate set by the County in the Water & Sewer Services Bylaw and/or as otherwise stipulated in such Bylaw. The Bylaw may be amended from time to time.

b) As a contribution to the capital costs:

Option 1:

\$1,200 lump sum payment upon the Rural Water Connection Contract signing (Schedule C)

\$10,800 lump sum prior to connection to the water line

Option 2:

\$1,200 lump sum payment upon the Rural Water Connection Contract signing (Schedule C)

\$114.55 / per month as a phased repayment of capital contribution costs towards the construction of rural water line for a period not to exceed 10 (ten) years with the payment starting date being the date of the connection to the water line

- c) Accounts for water which are not paid when due shall incur a late payment penalty as per the County's applicable policies and/or bylaws.

14. RENTAL PROPERTY: In the event that the Customer has entered into or hereafter enters into an agreement whereby the Customer's land to which water is supplied is rented to a third party, the Customer shall be liable to the County for all rates, charges and other costs (including interest thereon) charged hereunder notwithstanding that the third party has entered into a Customer Contract with the County and notwithstanding that the invoice for water consumption and the operating charge is addressed to such third party.

15. TRANSFER: This Agreement is not transferable or assignable by the Customer without the consent of the County. In the event that the County consents to an assignment, the Customer shall not be relieved of an existing debt or obligation to the County.

16. VERBAL AGREEMENTS: No promises, agreements or representations by an agent or employee of the County shall be binding upon the County unless the same is incorporated into this Agreement before it is signed and accepted by the County.

17. AGENTS: Notwithstanding anything herein contained the County shall be entitled to assign all or any of its rights or obligations under this Agreement and may from time to time appoint, employ or engage a person, firm or corporation to do any act or thing which the County is required or entitled to do hereunder either in its own name or in the name of the County. In such event, such person, firm or corporation shall have the rights to access to the Customer's Lands set out in Clauses 5 and 6 herein.

18. DEFINITIONS: IT IS UNDERSTOOD that Clause 16 herein, this Agreement shall ensure to the benefit of and be binding upon the County, its successors and assigns and Customer, his executors and administrators, successors and assigns and that wherever the singular or masculine is used herein the same shall be construed as meaning the plural or feminine or a body corporate where the context so requires and that if the Customer is two or more parties the agreements and covenants on their party shall be deemed to be joint and several.

19. ENCUMBRANCE: The Customer hereby charges and encumbers all his estate and interest in the Customer's Land to the extent of any monies owing by the Customer to the County from time to time under the terms hereof together with any costs, including all legal costs on a solicitor and client basis, incurred by the County in the enforcement of any terms of this Customer contract; and acknowledges and agrees that the County may, register a Caveat against the title to the Customer's Lands respecting such debt. The foregoing shall be an addition to, and not in derogation from or substitution for, any other rights or remedies to which the County may be entitled.

20. REGULATIONS: This Agreement is made subject to any rules and regulations passed by the County from time to time and of any governmental body having jurisdiction and such rules and regulations form a part of this Agreement.

IN WITNESS WHEREOF the parties hereto have executed these presents as of the _____ day of _____, A.D. 20____.

SIGNED SEALED AND DELIVERED

Mackenzie County

Per: _____

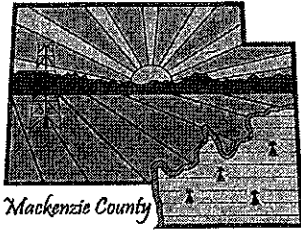
In the presence of:

Per: _____
(Customer)

Per: _____
(Witness)

Per: _____
(Customer)

Per: _____
(Witness)



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	February 8, 2011
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	Bylaw 799-11 – Amending Bylaw 772-10 being the Borrowing Bylaw for the Rural Water Line Phase I Project

BACKGROUND / PROPOSAL:

Council approved Bylaw 772-10 being the borrowing bylaw for the Rural Water Line Phase I project.

OPTIONS & BENEFITS:

Administration discovered a typographical error in the approved bylaw. Under MGA, this error can be fixed by Council approving an amending bylaw.

Please see the attached draft amending Bylaw 799-11 and a copy of the approved Bylaw 772-10. Also attached is a copy of the public advertisement for the Bylaw 772-10 for your information.

COSTS & SOURCE OF FUNDING:

NA

RECOMMENDED ACTION:

Motion 1:

That first reading be given to Bylaw 799-11 – Amending Bylaw 772-10 being the borrowing bylaw for the Rural Water Line Phase I project.

Author: J. Whittleton **Review Date:** _____ **CAO** _____

Motion 2:

That second reading be given to Bylaw 799-11 – Amending Bylaw 772-10 being the borrowing bylaw for the Rural Water Line Phase I project.

Motion 3: (requires unanimous)

That consideration be given to proceed to third reading of Bylaw 799-11 – Amending Bylaw 772-10 being the borrowing bylaw for the Rural Water Line Phase I project.

Motion 4:

That third reading be given to Bylaw 799-11 – Amending Bylaw 772-10 being the borrowing bylaw for the Rural Water Line Phase I project.

BYLAW NO. 799-11

**BEING A BYLAW OF THE
MACKENZIE COUNTY
(hereinafter referred to as "the County")
IN THE PROVINCE OF ALBERTA**

This bylaw authorizes the Council of the County to amend Bylaw 772-10 being the bylaw authorizing borrowing of funds for the Rural Water Line Phase I.

WHEREAS, the Council of the County has approved a by-law pursuant to the Municipal Government Act, R.S.A. 2000 c. M-26, Section 258 to authorize the financing of the construction of the Rural Water Line Phase I; and

WHEREAS, Council may authorize a revision to a bylaw in order to correct clerical, grammatical and typographical errors.

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

1. That the first "WHEREAS" paragraph of Bylaw 772-10 be replaced with the following paragraph:

"WHEREAS, the Council of the County has decided to issue a by-law pursuant to the Municipal Government Act, R.S.A. 2000 c. M-26, Section 258 to authorize the financing of the construction of the Rural Water Line Phase I as approved by Council in capital expenditures."

2. This by-law comes into force on the date it is passed.

READ a first time this _____ day of _____, 2011.

READ a second time this _____ day of _____, 2011.

READ a third time and finally passed this _____ day of _____, 2011.

Bill Neufeld
Reeve

William Kostiw
Chief Administrative Officer

BYLAW NO. 772-10

**BEING A BYLAW OF THE
MACKENZIE COUNTY
(hereinafter referred to as "the County")
IN THE PROVINCE OF ALBERTA**

This bylaw authorizes the Council of the County to incur indebtedness by the issuance of debenture(s) up to a maximum of \$2,180,164, for the purpose of financing the construction of the Rural Water Line Phase I.

WHEREAS, the Council of the County has decided to issue a by-law pursuant to the Municipal Government Act, R.S.A. 2000 c. M-26, Section 258 to authorize the financing of the construction of the Zama Multi-Use Cultural building as approved by Council in capital expenditures; and

WHEREAS, plans and specifications have been prepared and the total cost of the project is estimated to be \$3,520,969; and

WHEREAS, in order to complete the project it will be necessary for the County to borrow the sum of \$2,180,164 for a period not to exceed 10 years, from the Alberta Capital Finance Authority or another authorized financial institution, by the issuance of debentures and on the terms and conditions referred to in this bylaw; and

WHEREAS, the estimated lifetime of the project financed under this by-law is equal to, or in excess of 30 years; and

WHEREAS, the principal amount of the outstanding debt of the County at December 31, 2009 is \$11,713,171 and no part of the principal or interest is in arrears; and

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

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

1. That for the purpose of completing the construction of the Rural Water Line Phase I the sum of **Two Million One Hundred Eighty Thousand and One Hundred Sixty Four Dollars (\$2,180,164)** be borrowed from the Alberta Capital Finance Authority or another authorized financial institution by way of debenture on the credit and security of the County at large.
2. The proper officers of the County are hereby authorized to issue debenture(s) on behalf of the County for the amount and purpose as authorized by this by-law, namely the construction of the Rural Water Line Phase I.

3. The County shall repay the indebtedness according to the repayment structure in effect, namely annual or semi-annual equal payments of combined principal and interest instalments not to exceed TEN (10) years calculated at a rate not exceeding the interest rate fixed by the Alberta Capital Finance Authority or another authorized financial institution on the date of the borrowing, and not to exceed TEN (10) percent.
4. The County shall levy and raise in each year municipal taxes sufficient to pay the indebtedness.
5. The indebtedness shall be contracted on the credit and security of the County.
6. The net amount borrowed under the by-law shall be applied only to the project specified by this by-law.
7. This by-law comes into force on the date it is passed.

READ a first time this 25th day of August, 2010.

ADVERTISED during the weeks of September 8 and 15, 2010.

READ a second time this 13th day of October, 2010.

READ a third time and finally passed this 13th day of October, 2010.

Greg Newman
Reeve

William Kostiw
Chief Administrative Officer



Mackenzie County

NOTICE TO THE ELECTORS OF
MACKENZIE COUNTY

TAKE NOTICE that the Council of Mackenzie County, in the Province of Alberta, has given first reading to borrowing Bylaw No. 772-10 which will, upon final passage and approval, authorize the proper officers of the said County to borrow monies from the Alberta Capital Finance Authority by way of debenture issue, to pay for the cost of the following municipal purpose, namely the Rural Water Line Phase I, within the limits of the said municipality;

The cost of the aforesaid project amounts to \$3,520,969.00. In order to complete the project it will be necessary for the County to borrow the sum of \$2,180,164.00 for a period not to exceed ten (10) years, from the Alberta Capital Finance Authority or another authorized financial institution, by the issuance of debentures. The indebtedness will be contracted on the credit and security of the County. The debenture is to be repayable to the Alberta Capital Finance Authority in ten (10) equal consecutive semi-annual instalments of combined principal and interest, the annual interest not to exceed ten (10%) per cent, per annum, or the interest rate as fixed from time to time by the Alberta Capital Finance Authority;

NOW THEREFORE NOTICE is hereby given by the Council of Mackenzie County that, unless a petition of the electors for a vote on Bylaw No. 772-10 is demanded, as provided for by the terms of Section 231 of the Municipal Government Act, the said Council may pass the said borrowing bylaw.

All persons interested are hereby notified and they are required to govern themselves accordingly.

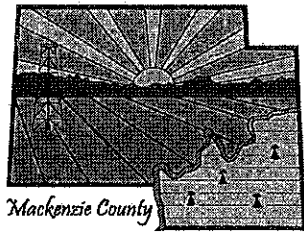
DATED at the Hamlet of Fort Vermilion, in the Province of Alberta, this 2nd day of September, 2010.

Joulla Whittleton,
Director of Corporate Services

Ok
[Handwritten signature]

LOOKS GOOD.

[Handwritten signature]



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	February 8, 2011
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	Tax Write-Off – Rolls 192075, 076973, 077126, 098336

BACKGROUND / PROPOSAL:

Municipal Affairs pays property taxes for the above rolls through Grants in Lieu. Property Tax payment was not received for the above rolls until January 3, 2011. As a result of the late payments, a penalty was levied on each of the above rolls.

OPTIONS & BENEFITS:

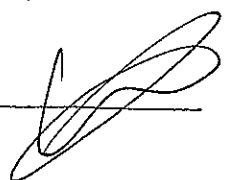
Administration requests that Council authorize writing off penalties.

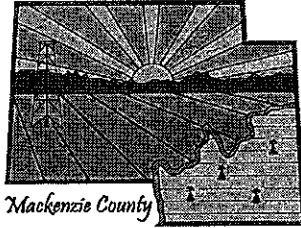
COSTS & SOURCE OF FUNDING:

2011 Operating Budget – Property Tax Write-offs

RECOMMENDED ACTION: (requires 2/3)

That penalties of \$267.84 for roll 192075, \$164.64 for roll 076973, \$13.48 for roll 077156, and \$85.91 for roll 098336 be written off and penalties of \$32.14 for roll 192075, \$19.76 for roll 076973, \$1.62 for roll 077126, and \$10.31 for roll 098336 be voided .

Author: J. Whittleton Review Date: _____ CAO 



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	February 8, 2011
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	Golf Course Assessments

BACKGROUND / PROPOSAL:

Golf courses do not qualify for exemption status from municipal taxation.

OPTIONS & BENEFITS:

It has been suggested by Council that the local golf courses be assessed based on an income basis on grounds that they do provide valuable community services.

Administration investigated this and has consulted with our legal counsel and the assessor. The recent MGB decision regarding the assessment valuation methods used to assess 16 golf courses in Edmonton was also used to help in finding the correct course of action. In this particular situation, the MGB decision was in support of the City of Edmonton's way of using the cost approach for assessing the golf courses.

1. Can Council request an assessor to use a specific method for assessing a property?

A municipality's assessor is a designated officer who has a duty under the legislation to prepare the assessments using his or her best judgment in accordance with the requirements of the legislation. As such the assessor is meant to do his or her work independent of direction from council.

2. What is the recommended approach for assessing a golf course?

Alberta Assessor's Association in conjunction with Alberta Municipal Affairs developed a valuation guide on golf courses.

Author: J. Whittleton Review Date: _____ CAO

The guide recommends using the following approaches:

a) Market Sales

Based on discussion with our assessor, since the golf courses rarely sell across the Province, and we have no sales within the county, so with no sales this approach is of little use.

b) Cost Approach

The benefit with the cost approach is that it can be applied to all types of golf courses, regardless of profitability, motivations and avoiding valuing of non-real estate issues.

c) Income Approach

This approach can be used for both profit-oriented and non-profit oriented golf courses, subject that sufficient information (financial records) for at least three years is available.

The County assessor indicated that the High Level and La Crete golf courses have provided their financial records. The assessor is reviewing this information and is intending to use the income approach subject to the sufficient information provided by the golf courses if necessary.

Administration was asked to research what approach is used in the neighboring municipalities. We were informed that the cost approach is used for assessing the golf courses in Peace River, Manning, Grimshaw, Northern Lights, and Fairview.

COSTS & SOURCE OF FUNDING:

NA

RECOMMENDED ACTION:

That the golf course assessment approaches be accepted for information.

Author: J. Whittleton Review Date: _____ CAO _____

2.0 Analysis of Valuation Approaches

2.1 Highest and Best Use Considerations

The minimum value of a golf course is represented by its unimproved land value.

Since golf courses consist of large tracts of ostensibly undeveloped land, assessors should always consider the highest and best use and development potential, if any, when determining their market value.¹ A property with a higher value under an alternate permitted use should not be valued as a golf course.²

The valuation procedures contained in this guide are based upon the assumption that the highest and best use of the property is as a golf course.

Restrictions on the Land Value

To value the land being used as a golf course assessors should take into account only the zoning and other restrictions on the use of the land imposed by governments. **Land title restrictions or other legal arrangements between private parties, such as those found in some privately run golf clubs, do not affect the value of land and buildings for assessment purposes.**

¹ City of Toronto v Ontario Jockey Club Ltd. [1950] 3 D.L.R. 730 (C of A. Ont.)

² Brampton Golf Club v Town of Mississauga [1972] 3 D.L.R. 816 (C of A, Ont.)

2.2 Basis for Valuation

The basis for understanding golf course valuation arises from analysis of the process behind the development of a course, and the rationale behind the ownership and operation of courses.

Development

It usually takes one to two years before play can start on a golf course, and a further five to ten-year period before the course matures into its full playing potential. The steps involved in the development of a golf course are:

- Acquisition of land,
- Providing the water supply,
- Planning the course layout,
- Grading and shaping,
- Installing drainage and irrigation systems,
- Constructing building improvements, and
- Seeding and landscaping.

Direct and indirect costs of development can vary significantly, from \$30,000 per hole to over \$250,000 per hole for championship courses. Direct costs are yard, building, and course improvements. Indirect costs include:

- Consulting and planning fees (which can be considerable for a designer or signature course),
- Permit and legal fees, and
- Taxes, insurance, and financing costs during the construction phase.

One of the key elements for any course is the availability of water and an irrigation system, which may range from a more expensive, fully automated system to a lower cost, quick-coupling manual system.

Ownership Issues

The motivations for and aims of ownership vary. The owner(s) may be seeking the exclusive rights and privileges of a limited membership, cost recovery (municipal courses), or a maximization of income profit-oriented facilities. The premise for valuation is therefore somewhat confused. However, in valuing real estate for assessment purposes we are guided by the words of J. Taschereau in *Sun Life Assurance Co. of Canada v City of Montreal*.³

The 'real value' is the market value or the 'value in exchange', and in order to ascertain it, one must necessarily, even if there has been no sale of the building, try and find what would have been the price of the building in the open market. The rule is not that because there is no buyer and no seller, as in the present case, the well-known theory of willing buyer and willing seller does not apply. We must ask ourselves the question: What would occur if there was a buyer and a seller?

These comments were subsequently approved by the Privy Council of the House of Lords on appeal from the Supreme Court of Canada⁴.

In consideration of the question posed by J. Taschereau there are three logical approaches to valuing golf course properties:

- 1) The market value is considered to be equal to the sales price of the fee simple real estate, i.e., the *market sales comparison approach*.
- 2) The market value is considered equal to the present value of the future benefits or income attributable to the assessable real estate, i.e., the *income approach*.
- 3) The value as new is considered equal to the cost of replacing the property. As the property ages and depreciates, this cost new value can be adjusted to reflect current market value, i.e., the *cost approach*.

³ [1950] 2 D.L.R. 786 2 @ p. 807.

⁴ [1952] 2 D.L.R. 81

2.3 Approaches

Market Sales Comparison Approach

Since golf courses do not sell frequently, sales data tends to be limited. Even if sales data is available, there are a number of problems with this approach:

- The sales price does not typically reflect the *fee simple* value of the assessable real estate. The price includes such items as equipment, non-tangible interests, and non-assessable personal property. Therefore, analysis of the sales price often requires a number of adjustments to reflect non-assessable items to represent the fee simple value of rights to the property. Such adjustments are generally subjective, due to difficulties in developing valuation guidelines. They are also difficult to make, due to a lack of sales information. This lack of data and absence of uniform guidelines does not allow for the proper application of mass appraisal principles, i.e., commonly available data and statistical testing of results.
- Golf courses are specifically designed to be unique or different. Because of variance in amenities, difficulty of play, location, competition, and condition of the course, it is difficult to apply the sales price of one course to the valuation of any but the most similar of courses that are located in a similar marketplace.
- The sales price of a golf course may be difficult to reconcile in that the size or length of a course may not be a direct measure of its value. A per hole or per acre comparison may be misleading. The reliability of the *market sales comparison approach* is limited to the quality and quantity of data available.

When and where this information is available, the *market sales comparison approach* can produce appropriate conclusions and should be considered. Also, any golf course sale that does occur should be researched and verified. Such analysis may be useful in establishing capitalization rates and confirming the values derived by using other approaches to value.

Income Approach

The *income approach* establishes value based on the present worth of future benefits. Information that is available from profit-oriented courses makes this approach applicable.

At profit-oriented golf courses, there is an attempt to maximize the income produced. It follows that the income streams attributable to the real estate can be analyzed to determine property assessments. Such analysis entails the segregation of income into amounts attributable to the real estate and other forms of income; for example, the income attributable to management and personal property, such as golf carts and restaurant equipment. Given the appropriate financial information assessors should be able to analyze the expected income to determine the present worth of such golf course properties.

The valuation information garnered from analysis of income streams should be transferable to similar golf courses in other locations. Given sufficient experience with and information about income-type courses, assessors should be able to establish performance standards, or valuation parameters, for using the *income approach* to value a number of classes of golf courses.

Information from non-profit golf courses can also provide insights into the value of the real estate.

At non-profit golf courses, the objective is not, by definition, to maximize net income. Therefore, it is probably not appropriate to analyze their actual net income to establish market value. However, at many of these courses the members pay fees in the form of initiation fees and annual dues. Again, where this income can be delineated into amounts attributable to the real estate, assessors should be able to analyze these fees or benefits to estimate a value of the course.

At courses where memberships are sold, each member is buying a right to use the real estate. In equity situations the members actually own the property collectively. Non-equity members are purchasing the right to use the property; this is somewhat akin to a number of tenants leasing stores in a shopping centre.

At a minimum, the value of non-profit courses should reflect the current value of all the initiation fees paid, plus capitalized value of the annual dues that are attributable to the real estate.

Cost Approach

The *cost approach* is fairly easy to apply to the question posed by J. Tashereau in *Sun Life Assurance Co. of Canada*⁵: "What would occur if there was a buyer and a seller?"

Logically it can be assumed that the seller would want to recover the depreciated costs of the property and that the buyer might expect to pay for the replacement costs of the property. These assumptions run into difficulty when the seller feels that the property is worth more than the original costs of construction because land values have risen, and/or the purchaser feels the property is worth less than the replacement cost because the income is not sufficient to support that price.

If land values can be determined and depreciation properly accounted for, then the intrinsic logic of the cost approach holds for many sale/purchase decisions. In these instances, and where no other approach suffices, the *cost approach* can be a valuable tool for the valuation of golf courses.

The *cost approach* also has other attributes worth consideration:

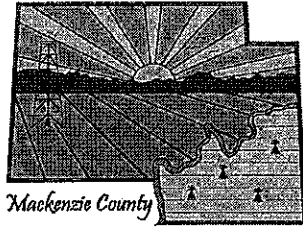
- It is the only approach that can be applied to all types of golf courses, regardless of income or ownership motivations, and
- It avoids the issue of valuing non-real estate interests – an issue that must be considered when using either the income or the cost approach.

2.4 Recommendation

In the assessment of golf course properties in Alberta:

- The *cost approach* is recommended as an approach to value.
- The *income approach* is an alternate approach to value that can be applied if the appropriate information is available

⁵ ibid # 3



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	February 8, 2011
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Business Plan

BACKGROUND / PROPOSAL:

A draft 2011-2014 Business Plan was presented to Council on January 25, 2011 for review.

As this review has not been completed administration recommends that another date be set aside to complete the review of the Business Plan prior to adoption by Council.

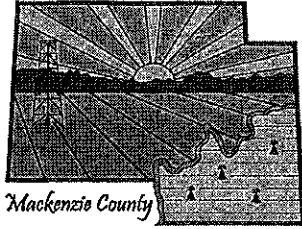
OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

That Council set a date for further review of the 2011-2014 Business Plan by Council and administration.

Author: C. Gabriel Review by: _____ CAO _____



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	February 8, 2011
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Tri-Council Meeting Agenda Items

BACKGROUND / PROPOSAL:

The Tri-Council meeting has been rescheduled for Tuesday, March 29, 2011 in High Level and is being hosted by Mackenzie County.

Agenda items have been requested for this meeting. The following agenda items have been submitted by the Town of Rainbow Lake.

- Sending a letter to Hon. Frank Oberle regarding Highway 58 extension to BC border
- Airport Tax
- Health Care Survey

The following item has been submitted by the Town of High Level:

- High Level Seniors Lodge for Requisitioning

Administration recommends that the following items be included on the tri-council meeting for discussion:

- Town of High Level Housing Authority
- Destination Marketing Organization (DMO) – REDI Tourism
- Regional Airport Authority

OPTIONS & BENEFITS:

Author: C. Gabriel **Review by:** _____ **CAO** _____

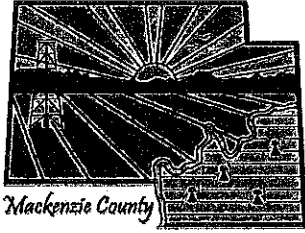
COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

That the following items be included for discussion at the Tri-Council meeting on March 29, 2011:

-
-
-
-

Author: C. Gabriel Review by: _____ CAO _____



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	February 8, 2011
Presented By:	William Kostiw, Chief Administrative Officer
Title:	La Crete Chamber of Commerce Annual General Meeting

BACKGROUND / PROPOSAL:

See attached invitation from the La Crete Chamber of Commerce to attend their Annual General Meeting on February 25th.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

For discussion.

Author: W. Kostiw

Review by: _____

CAO



Mackenzie County
4511-46 Avenue
Box 640
Fort Vermilion, Alberta
T0H 1N0
P: (780) 927-3718
F: (780) 927-4266

Mackenzie County:
Attn: Carol Gabriel,

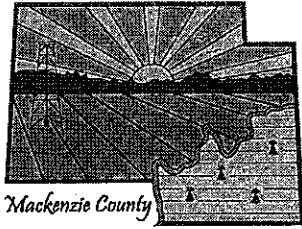
The La Crete & Area Chamber of Commerce would like to invite Mackenzie County representatives to join us for our Annual General Meeting, on February 25th, at the Heritage Centre, starting at 6:30PM. We have reserved a table of eight for you.

The La Crete & Area Chamber of Commerce is Celebrating its 50th Anniversary and has scheduled inspirational guest speaker, Alan Goff, to discuss "Building Community & Casting a Compelling Vision for the Future." As well, Honourable Frank Oberle will be attending and giving a brief speech.

Thank you for your time, and on behalf of the La Crete & Area Chamber of Commerce, we look forward to seeing you at our AGM.

Willie Wieler,
President

10406 – 100 Street
Box 1088 La Crete, AB T0H 2H0
Tel: 780-928-2278 Fax: 780-928-2234
lccoc@telusplanet.net
www.lacretechamber.com



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	February 8, 2011
Presented By:	John Klassen, Director of Operations – South
Title:	Bylaw 796-11 Municipal Parks Bylaw

BACKGROUND / PROPOSAL:

The amended Bylaw 796-11 Municipal Parks Bylaw is attached. The newly created "Fee Schedule Bylaw" makes individual fee schedules unnecessary, therefore "Schedule 'A'" and "Schedule 'B'" have been removed from the Municipal Parks Bylaw and the content has been amended to reflect these changes.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

RECOMMENDED ACTION:

Motion 1

That first reading be given to Bylaw 796-11 being a municipal parks bylaw for Mackenzie County.

Motion 2

That second reading be given to Bylaw 796-11 being a municipal parks bylaw for Mackenzie County.

Author: L. Schmidt

Review Date: _____

CAO 

Motion 3 (requires unanimous)

That consideration be given to go to third reading of Bylaw 796-11 being a municipal parks bylaw for Mackenzie County.

Motion 4

That third and final reading be given to Bylaw 796-11 being a municipal parks bylaw for Mackenzie County.

Author: _____ Review Date: _____ CAO _____

BYLAW 728/09 796-11

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

**TO PROVIDE FOR THE CONTROL AND OPERATION OF
PARKS, CAMPGROUNDS AND OTHER PUBLIC AREAS
WITHIN MACKENZIE COUNTY**

WHEREAS pursuant to the Municipal Government Act, being Chapter M-26 of the Revised Statutes of Alberta, 2000 and amendments thereto the Council of the Mackenzie County may pass bylaws respecting people, activities and things in, on or near a public place or place that is open to the public; and

WHEREAS Mackenzie County and the Province of Alberta have an agreement in place permitting Mackenzie County to administer and enforce the Parks Bylaw at the following sites as described in Schedule "A" **the Fee Schedule Bylaw** and all day use camp areas within the Municipality.

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

SECTION 1 SHORT TITLE

1.1 This Bylaw may be cited as the "**MUNICIPAL PARKS BYLAW**".

SECTION 2 DEFINITIONS

2.1 In this Bylaw, unless context otherwise requires:

- (a) "**ABANDONED**", means left standing at a location for more than 72 consecutive hours other than pursuant to a license, permit, or other similar authorization, or prior authorization of a Park Officer;
- (b) "**ANIMAL**", means a domestic animal and includes an animal that is wild by nature but has been domesticated;
- (c) "**CABIN**", means a non-permanent single floor recreational dwelling, no larger than 600 square feet, built on skids used on a seasonal basis, however, does not include industrial or commercial type dwellings.
- (d) "**CAMPING ACCOMMODATION UNIT**", means a;
 - i. tent
 - ii. trailer

- iii. tent trailer
 - iv. van
 - v. truck camper
 - vi. motor home
- (e) **“COUNCIL”**, means the Council of Mackenzie County, duly assembled and acting as such;
- (f) **“FIREARM”**, means any device that propels a projectile by means of explosion, spring, air, gas, string, wire or elastic material or any combination of those things;
- (g) **“HIGHWAY”**, means a highway as defined in the Highway Traffic Act;
- (h) **“INDIVIDUAL CAMPSITE”**, means a separate designated stall under this Bylaw;
- (i) **“MOTOR VEHICLE”**, means a motor vehicle as defined in the Highway Traffic Act;
- (j) **“MUNICIPALITY”**, means Mackenzie County, a Municipal Corporation in the Province of Alberta.
- (k) **“OFF-HIGHWAY VEHICLE”**, means an off-highway vehicle as defined in the Off Highway Vehicle Act;
- (l) **“PARK”**, means land designated as park, campground or recreation area by the Council;
- (m) **“PARK OFFICER”**, means a person appointed as a Park Officer, a Bylaw Enforcement Officer, a Special Constable appointed pursuant to the provisions of the Police Act, a Statute of Alberta, or a member of the Royal Canadian Mounted Police;
- (n) **“PUBLIC AREA”**, means an area in the County normally accessible for use by the public.
- (o) **“SEASONAL CAMPING STALL”**, means an area identified by Mackenzie County for the usage of seasonal or monthly recreational camping, and may include the use of cabin/RV; (May 1 – Sept. 30)
- (p) **“WASTE WATER”**, means;
- i. Grey water waste: any waste water commonly used during cooking, washing or bathing, but does not contain human or animal feces or urine, and

ii. Black water waste: any waste water commonly used to facilitate the flushing of toilets, containing human or animal feces and or urine.

(q) **“WATER ACTIVITY”**, includes swimming, wading, or any other activity resulting in full or partial immersion of a person’s body into water.

SECTION 3 PARK USAGES

3.1 Any person using a park shall;

- (a) Keep the land and improvements in a condition satisfactory to a Park Officer.
- (b) Comply with the instructions, prohibitions and directions prescribed by all lawfully designated and erected signs and notices.

3.2 Any person vacating a park shall restore the area to a clean and tidy condition.

3.3 No person shall;

- (a) Interfere with the right of others to the quiet and peaceful enjoyment of a park.
- (b) Deface, injure or destroy any municipal property in a park.
- (c) Excavate or remove any tree, plant, or shrub.
- (d) Remove park equipment.
- (e) Display or post any signs or advertisements in a park unless authorized by the Park Officer or Council.
- (f) Remove, deface, damage or destroy any sign boards, signs or notices posted or placed in a park under authority of this or any other Bylaw or Act.
- (g) clean clothing, fish, cooking or eating utensils, vehicles, equipment, or bathe at or near a drinking fountain, standpipe, well or pump in a park.

3.4 All construction must be authorized by the County.

3.5 No person shall carry on a business in a park unless he has received permission from the County for that purpose.

SECTION 4 REGISTRATION AND CAMPING PERMITS

- 4.1 All persons entering a park shall register at the Self-Registration Vault or with a Park Officer.
- 4.2 Each camping accommodation unit must have an individual camping permit.
- 4.3 Notwithstanding subsection 4.1 and 4.2 children under the age of 16 years staying in a tent are exempt from registering provided they are staying in an individual campsite that is currently being occupied by a person(s) with a valid camping permit.
- 4.4 The County may issue individual campsite permits, day use permits, or group camping permits under this Bylaw.
- 4.5 The County may provide for and designate areas for day use and overnight camping.
- 4.6 Permits shall be issued on a first come, first serve basis (with the exception of seasonal camping stalls).
- 4.7 No person shall camp overnight in a park except in an area designated for that purpose unless otherwise authorized by a Park Officer and has a valid permit.
- 4.8 No person shall alter a camping permit or transfer a camping permit to another person.
- 4.9 The camping permit shall be made available for inspection by the Park Officer at any time.
- 4.10 A group camping permit may be subject to any conditions the County considers appropriate.
- 4.11 The C.A.O. may, in writing, waive any applicable fee to any person or group.
- 4.12 When a campground or park has individual campsites, the maximum allowable combination of motorized vehicles, camping accommodation units, and towed equipment shall not exceed three (3), of which not more than two (2) shall be motorized vehicles
- 4.13 If neither of the two (2) motorized vehicles permitted under section 4.12 is towing a camping accommodation unit or being used for accommodations, two (2) tents may be kept in a campsite in addition to the vehicles permitted under section 4.12.
- 4.14 No person shall camp for more than fourteen (14) consecutive days in the same campground in a park without the written permission of a Park Officer (does not pertain to seasonal camping stalls).

- 4.15 An individual campsite shall be considered to be unoccupied when no camping accommodation unit, motor vehicle, or personal belongings are located on the campsite.
- 4.16 A camping permit is automatically cancelled if the campsite to which it relates to is unoccupied for 24 consecutive hours.
- 4.17 A Park Officer may cancel a camping permit on written notice to the permit holder, if the permit holder contravenes this Bylaw and the permit holder shall vacate the campsite within one hour of receiving such notice.
- 4.18 On the expiration or cancellation of a camping permit, the permit holder shall ensure that the campsite is vacated and that all personal property is removed.
- 4.19 The County may add to, delete or vary the terms and conditions to which a permit is issued under this Bylaw.
- 4.20 No visitors shall be allowed in the park after 11:00 p.m. Any person remaining in the park after 11:00 p.m. shall be subject to pay the overnight camping fee.
- 4.21 No person shall occupy or remain in an area designated as a day use area after 11:00 p.m. unless authorized by a Park Officer.
- 4.22 Check out time for overnight camping shall be 2:00 p.m., day rate charges shall apply to overnight campers who check out after 2:00 p.m.

SECTION 5 SEASONAL CAMPING STALLS

- 5.1 Where designated areas at campgrounds have been identified for monthly or seasonal usage Mackenzie County will determine through a fair process how to designate seasonal camping stalls to individuals,
- (a) If demand for seasonal camping stalls exceeds the current availability, the County shall determine through a seasonal camping stall draw,
 - (b) For seasonal camping stalls designated on an annual term, the individual may continue for an additional year, provided that there is no requirement to go to a camping stall draw and that a completed application, annual fees, and deposit fees, are paid and submitted by March 1 of each year.
- 5.2 Seasonal camping stall areas will be identified and designated specific locations and sizes by Mackenzie County and must be used solely for recreational purposes.
- 5.3 Any permitted cabins/RV can not exceed 600 square feet (only single floor

permitted).

- 5.4 Any permitted cabins/RV must be a non-permanent removable structure, must be esthetically pleasing, and must have prior approval by the Parks and Recreation Committee before the placement on any seasonal camping stall.
- 5.5 On a seasonal camping stall the maximum allowable units shall not exceed one cabin/RV.
- 5.6 A water/wastewater disposal plan must be submitted with the application to be approved at the discretion of the Parks and Recreation Committee.
- 5.7 Any permitted cabin/RV must be placed at a location directed by the County.
- 5.8 Only the use of the quiet generators is permitted. This shall be at the discretion of the County.

SECTION 6 ACCESS RESTRICTIONS

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

SECTION 7 FIRES

- 7.1 No person shall set, light or maintain a fire in a park except in a fireplace, pit or other facility designed for that purpose.
- 7.2 A person may use any dead vegetation for fuel purposes in a park.
- 7.3 Where the Municipality is of the opinion that a fire hazard exists in a park, the Municipality may, by erecting signs and notices for the purpose, prohibit the setting, lighting or maintaining of fires in all or part of a park.
- 7.4 No fire shall be left unattended or be allowed to spread.
- 7.5 No person shall deposit or dispose of hot coals, ashes, embers or any other burning or smoldering material in a place other than a stove, fire pit, or other place provided for that purpose by the Municipality.
- 7.6 All fires, hot coals or smoldering materials shall be extinguished before leaving.
- 7.7 No person shall remove firewood from a park.

SECTION 8 VEHICLES

- 8.1 No person shall, within a park, operate or ride an off-highway vehicle that is motor driven, except on a designated trail or area unless otherwise authorized by the Municipality.
- 8.2 A Park Officer may prohibit the entry of a vehicle into any part of a park.
- 8.3 No vehicle shall be parked in a manner or at a location that impedes traffic.
- 8.4 No person shall exceed the posted speed limit with a motor vehicle or off-highway vehicle in a park.
- 8.5 The owner of a motor vehicle or off-highway vehicle which is involved in any contravention of this Bylaw is guilty of an offence.
- 8.6 When a motor vehicle, off-highway vehicle, boat, trailer, equipment, appliance, article, or object
- (a) Is abandoned,
 - (b) Remains in an area after the authorization to be in that area has expired, or
 - (c) Is located in a prohibited area,
- A Park Officer may remove, store or dispose of this item in accordance with this Bylaw.
- 8.7 A Park Officer may seize any vehicle, off-highway vehicle, boat, trailer or any equipment, appliance or other article or object that is being used in a park in contravention of this Bylaw, whether it is found in possession of the person alleged to have committed the contravention or not.
- 8.8 No motor vehicle, off-highway vehicle, boat, trailer, equipment, appliance, article or object that has been removed or seized shall be released to its owner or the owner's agent until all expenses incurred by the Municipality regarding the subject item have been paid. Such charges shall be in addition to any fine or penalty imposed in respect of any violation or to any payment made in lieu of prosecution as provided for in ~~Schedule "A" of this Bylaw~~ **the Fee Schedule Bylaw**.
- 8.9 Pursuant to section 8.8, if any item stored is not claimed by the owner or someone on his behalf, in return for full payment of costs incurred, within 60 days of its removal, the item and its contents shall be turned over to the Municipality to be disposed of.

SECTION 9 ANIMALS

- 9.1 All persons having the custody or control of an animal shall
- (a) At all times have the animal on a leash.
 - (b) Be responsible for the immediate clean up of the animals waste upon release.
- 9.2 A Park Officer may refuse to admit to a park, or require to be removed from a park, any animal if the animal
- (a) Is not under control,
 - (b) Causes a nuisance,
 - (c) Threatens the life, safety, health, or comfort of any person, or
 - (d) Damages property
- 9.3 A Park Officer and/or any other person acting under the supervision of a Park Officer may capture an animal running at large in a park.
- 9.4 When an animal is captured, the Park Officer shall
- (a) Impound the animal, and
 - (b) Make a reasonable attempt to contact the owner or person having custody of the animal.
- 9.5 Where the owner or person having custody of an animal, claims a captured animal from a Park Officer, that person shall pay the fees as set out in the Mackenzie County's Animal Control Bylaw.
- 9.6 When an animal has been impounded for the time period required in Mackenzie County's Animal Control Bylaw, and no person claims it, a Park Officer may dispose of the animal in accordance with the Animal Control Bylaw.
- 9.7 No person shall bring into a Municipal park, a horse, pony, or beast of burden except with the written authorization from a Park Officer.

SECTION 10 WASTE DISPOSALS

10.1 No person shall:

- (a) Deposit solid waste matter in a park except in a receptacle or area provided for that purpose by the Municipality.
- (b) Deposit waste water, sewage or any liquid waste except in a receptacle approved by the municipality.
- (c) Bring commercial or residential waste matter into a park for disposal.

10.2 In areas in a park where waste disposal receptacles are not provided, waste matters shall be carried out of the area for disposal.

SECTION 11 NUISANCES

11.1 If, in the opinion of a Park Officer, a nuisance exists on any site which is subject to a permit, the Park Officer may, in writing, order the person causing the nuisance to abate the nuisance, clean the site, or both.

11.2 Where a person fails to comply with an order made pursuant to section 11.1 the Park Officer may take whatever steps are necessary to abate the nuisance, clean the site, or both. All costs incurred as a result of the nuisance shall be paid by the offender.

11.3 No person who has been removed from a park pursuant to this Bylaw shall, within the following 72-hour period, enter or attempt to enter a park.

SECTION 12 FIREARMS

12.1 No person shall discharge a firearm in a park or campground unless the firearm is discharged by a

- (a) A Police Officer,
- (b) A Fish and Wildlife Officer,
- (c) A duly authorized Municipal employee, agent, or contractor in the performance of their duties.

12.2 Notwithstanding section 12.1, a person who is in possession of a firearm in a park shall ensure the firearm is unloaded and

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

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

SECTION 13 NO SWIMMING

13.1 Any person engaged in swimming, wading or any other Water Activity in a body of water located in a Park or other Public Area, contrary to a "No Swimming" sign posted in respect of that body of water is guilty of an offence and subject to a fine as set out at ~~Schedule B of this Bylaw~~ **in the Fee Schedule Bylaw.**

13.2 Any person in or in the immediate vicinity of a Park or other Public Area who is exercising care, control or supervision of a child or children under twelve (12) years of age who is/are engaged in swimming, wading or any other Water Activity contrary to Section 13.1, is guilty of an offence and subject to a fine as set out at ~~Schedule B of the Bylaw~~ **in the Fee Schedule Bylaw.**

SECTION 14 SIGNAGE

14.1 The Council may:

- (a) Subject to the Traffic Safety Act, control and prohibit the movement of vehicular, pedestrian and other traffic by means of signs and notices designated and erected by it, and
- (b) Designate and erect other signs and notices governing and prohibiting activities that are provided for in this Bylaw.

SECTION 15 ADMINISTRATION

15.1 For the purpose of administering and enforcing this Bylaw, a Park Officer may:

- (a) Enter on and inspect any land, road structure or work in a park;
- (b) Order the repair, alteration, improvement, evacuation or removal of or addition to any unauthorized structure or work in a park;
- (c) Order any person in a park to cease or refrain from any action, omission or conduct that in the opinion of the Park Officer is dangerous to life or

property or detrimental to the use and enjoyment of the park by other persons;

- (d) Require any person in a park to inform a Park Officer of:
 - i. the name, and address of the person, and
 - ii. any fact or intention relating to the use of the park by that person;
- (e) Remove from a park:
 - i. any person making unauthorized use of the park,
 - ii. any person failing to comply with any provisions of this Bylaw, and
 - iii. any person creating a nuisance or disturbance or committing a trespass or any undesirable act.

15.2 Each section of this Bylaw shall be read and construed as being separate and severable from each other section. Should any section of this Bylaw be found to have been improperly enacted for any reason, then such section apart shall be regarded as being severable from the rest of the Bylaw and the Bylaw remaining after such severance shall be effective and enforceable.

SECTION 16 FEE RATES FOR USE OF CAMPGROUNDS

16.1 Fees pursuant to this Bylaw shall be paid in accordance with ~~Schedule "A"~~ **the Fee Schedule Bylaw**.

SECTION 17 CONTRAVENTIONS

17.1 The Municipality or Park Officer may cancel or suspend a permit issued under this Bylaw if the permit holder contravenes this Bylaw, or any terms or conditions to which the permit is subject.

17.2 Penalties shall be applicable as per the Mackenzie County Fee Schedule Bylaw in place at the time of the offence.

17.3 A Park Officer may commence a summons or offence notice in the form of a violation ticket or long information for the contravention. A Park Officer may serve upon such a person a violation ticket allowing payment of a specified penalty in the amount prescribed in ~~Schedule "B"~~ **the Fee Schedule Bylaw** in lieu of prosecution for the offence.

17.4 Violation tickets shall be issued in accordance with the Provincial Offences Procedure Act.

SECTION 18 EFFECTIVE DATE

18.1 This Bylaw rescinds Bylaw 728/09.

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

READ a first time this _____ day of _____, 2011.

READ a second time this _____ day of _____, 2011.

READ a third time and finally passed this _____ day of _____, 2011.

Bill Neufeld
Reeve

William Kostiw
Chief Administrative Officer

BYLAW NO. 728/09

SCHEDULE "A"

Facilities Available:

Camping sites: _____ Wadlin Lake
_____ Machesis Lake
_____ Tourangeau Lake
_____ Fort Vermilion Bridge Campsite
_____ Hutch Lake

Fee Schedule per Camping Accommodation Unit, Day Use Areas and Seasonal Camping Stalls and Marina Dock Rental:

~~Day Use: No charge~~ _____ ~~Seasonal Camping Stalls (Wadlin Lake Only)~~
_____ Seasonal (May 1 – Sept. 30): \$1500.00
~~Overnight: \$12.00~~ _____ Plus a \$250.00 damage deposit

~~Weekly: \$72.00~~

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

~~Marina Dock Rental (Wadlin Lake Only):~~
\$20.00/day with camping stall
\$10.00/day without camping stall

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

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

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

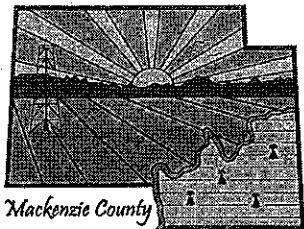
Example 3: _____ Shelter only (No R. V.'s) _____ \$ 50.00/day

**BYLAW NO. 728/09
SCHEDULE "B"**

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

Section	Description	Penalty
Section 3.1 (a)	Fail to keep land in a clean/tidy condition	\$50.00
Section 3.1 (b)	Fail to comply with lawfully posted signs and/or notices	\$50.00
Section 3.2	Fail to restore land to a clean/tidy condition when vacating park	\$50.00
Section 3.3(a)	Interfere with others quiet enjoyment of park	\$50.00
Section 3.3(b)	Deface/injure/destroy object in park	\$75.00
Section 3.3(c)	Excavate or remove plants/plant fixtures from a park	\$75.00
Section 3.3(d)	Remove park equipment	\$75.00
Section 3.3(e)	Unauthorized display signs/ads in park	\$25.00
Section 3.3(f)	Remove/damage etc. authorized signs/notices in park	\$50.00
Section 3.3(g)	Bathe/clean clothing/ fish/utensils etc. at/near drinking fountain/pump in park	\$25.00
Section 3.4	Unauthorized construction in park	\$50.00
Section 3.5	Unauthorized business in park	\$50.00
Section 4.1	Failure to register when entering park	\$50.00
Section 4.2	Failure to obtain camping permit	\$50.00
Section 4.7	Camping in area not designated for that purpose	\$50.00
Section 4.8	Alteration of camping permit	\$50.00
Section 4.9	Failure to produce camping permit upon request	\$50.00
Section 4.12/4.13	Unauthorized combination of vehicles in campsite	\$50.00
Section 4.14	Camping more than fourteen consecutive days	\$50.00
Section 4.18	Failure to vacate site	cost recovery
Section 4.21	Remain in day use area after 11:00 p.m.	\$50.00
Section 6.1	Unlawfully enter/remain in park	\$50.00
Section 7.1	Set, light, or maintain fire in unauthorized place	\$50.00

Section	Description	Penalty
Section 7.3	Set, light, or maintain fire after signs/notices have been erected prohibiting same	\$50.00
Section 7.4	Leave fire unattended/allow to spread	\$50.00
Section 7.5	Deposit/dispose of hot coals/ashes etc. in unauthorized place	\$50.00
Section 7.6	Fail to extinguish fire etc. before leaving	\$50.00
Section 7.7	Remove firewood from a park	\$100.00
Section 8.1	Operate off-highway vehicle where prohibited	\$50.00
Section 8.2	Enter park when prohibited	\$50.00
Section 8.3	Parking in a manner or location that impedes traffic	\$50.00
Section 8.4	Exceed posted speed limit	\$50.00
Section 9.1(a)	Animal running at large	\$50.00
Section 9.1(b)	Animal in prohibited area	\$50.00
Section 9.7	Bring/allow horse/pony etc. unauthorized into the park	\$100.00
Section 10.1(a)	Deposit waste matter in unauthorized area of park	\$50.00
Section 10.1(b)	Deposit waste water or liquid waste in unauthorized area	\$250.00
Section 10.1(c)	Dispose of commercial/residential waste in park	\$50.00
Section 10.2	Fail to carry waste matter from areas in park without receptacles	\$50.00
Section 11.3	Attempt to enter park within 72 hours of removal from a park	\$100.00
Section 12.1	Discharging of firearm	\$100.00
Section 12.2	Improper storage of firearm	\$75.00
Section 12.3	Hang big game in park	\$50.00



**MACKENZIE COUNTY
REQUEST FOR DECISION**

Meeting:	Regular Council Meeting
Meeting Date:	February 8, 2011
Presented By:	John Klassen, Director of Operations-South
Title:	Snow Dump

BACKGROUND / PROPOSAL:

Mackenzie County currently has nowhere for commercial businesses to dump snow, thus creating Safety Issues for the general public. Administration has completed some research with respect to how other towns deal with this issue and attach a copy for your perusal. Mackenzie County could provide a community snow dump area for the commercial business and ourselves to dump snow. Administration suggests that Mackenzie County look at purchasing a quarter of land close to the proximity of the hamlet which provides drainage for a snow dumping area. In this regard, we attach some possible location aerials for your review.

OPTIONS & BENEFITS:

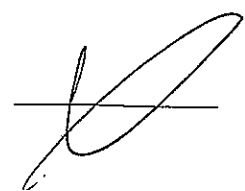
To provide a permanent snow dumping area for the County and commercial businesses. Mackenzie County could then implement a fee for commercial businesses to dump.

COSTS & SOURCE OF FUNDING:

Roads Reserve

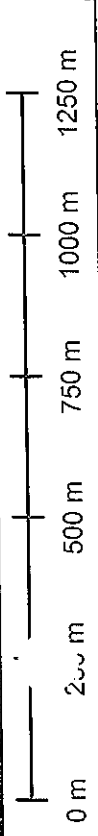
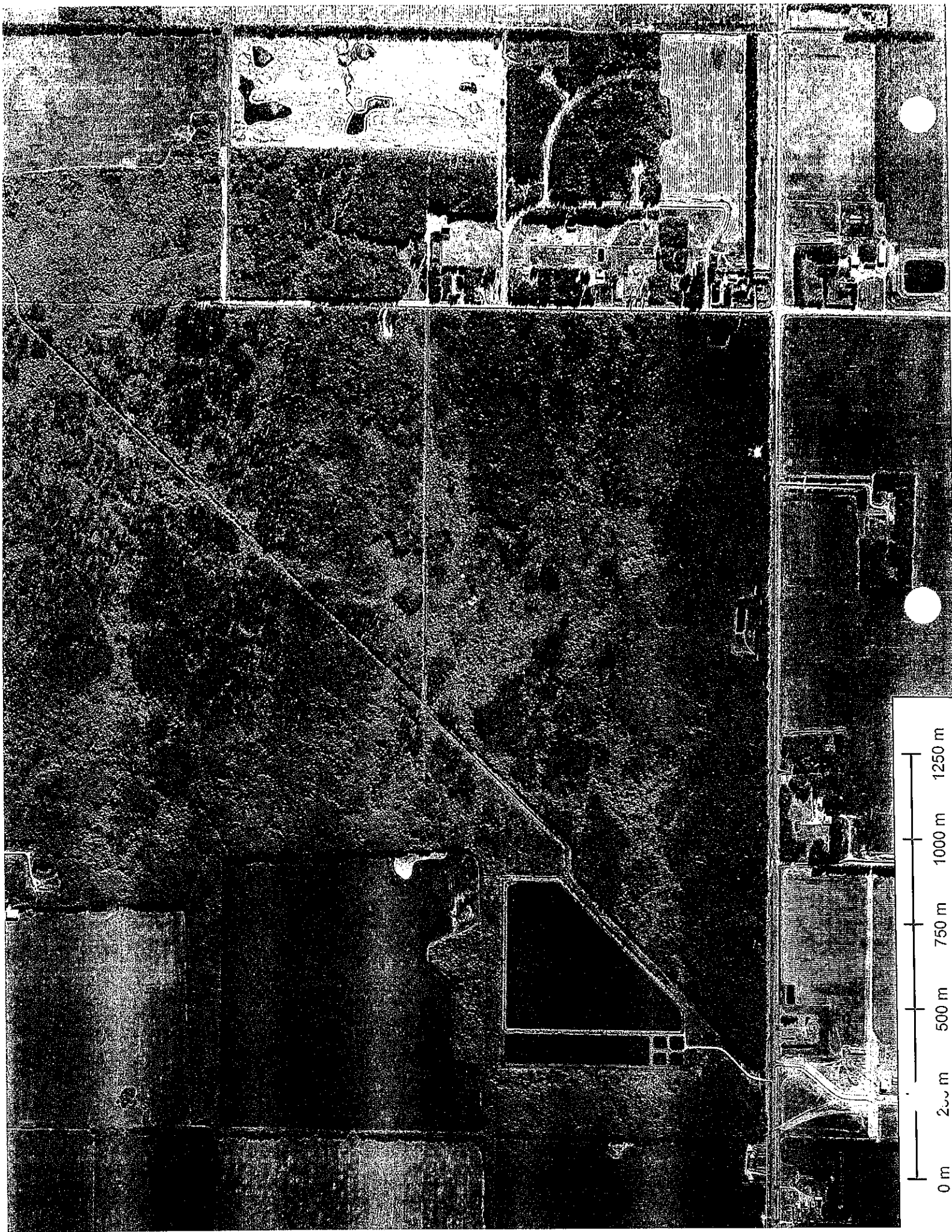
RECOMMENDED ACTION:

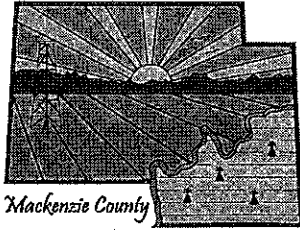
For discussion.

Author: Pauline Short **Review By:** _____ **CAO** 

Email response summaries re. snow storage

Town of Wainwright	Town provides snow dump location
Town of Bashaw	No private snow removal
Town of Legal	Contractors cannot dump at town snow dump site
Town of Cardston	Contractors cannot dump at town snow dump site
Town of Edson	Contractors may use ¼ of the site for their snow, must maintain and pile the snow themselves. Required to attend a fall meeting outlining the rules.
Town of Redwater	Town provides snow dump location
Town of Coaldale	Contractors cannot dump at town snow dump site
Town of Spirit River	No snow dumping policy, many areas to dump snow
Town of Fairview	Town provides snow dump location
Town of Mundare	No private snow removal
Town of High Prairie	Town provides snow dump location
Town of Barrhead	Town provides snow dump location, contractors help maintain snow dump areas and pile the snow, Allows town crew to just remove snow
Town of Falher	Town provides snow dump location
Town of Bonnyville	Contractors cannot dump at town snow dump site
Town of Vegreville	Town provides snow dump location. Contractors require "Snow Haul Permit" cards in their trucks, \$60/card, must dump in a tidy fashion or card is revoked. Give the money from the permit cards to a 4H/youth group to clean up the site in spring. Enforced by Bylaw Officer
Town of Rycroft	Town and contractors dispose of snow on empty lots throughout town.
Town of Gibbons	Contractors cannot dump at town snow dump site
Town of Onoway	Contractors cannot dump at town snow dump site
Town of Stony Plain	Town provides snow dump location, contractors must pay \$750/season and snow must come from within town boundaries.
Town of Beaumont	Contractors cannot dump at town snow dump site, town dumps snow at Edmonton sites
Town of Fox Creek	Town provides snow dump location
Town of Mayerthorpe	Town provides snow dump location





MACKENZIE COUNTY REQUEST FOR DECISION

Meeting: Regular Council Meeting

Meeting Date: February 8, 2011

Presented By: John Klassen, Director of Operations-South

Title: Vehicle Purchase

BACKGROUND / PROPOSAL:

The 2011 Capital Project Budget includes the provision of a pick-up truck for the Director of Operations –South. Therefore, the current vehicle will be allocated to field staff.

OPTIONS & BENEFITS:

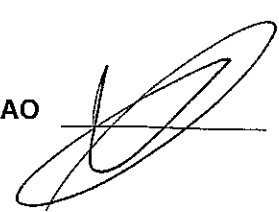
Dodge	4 x 4 Crew Cab	\$34,500.00
GMC	4 x 4 Crew Cab	\$38,995.00
Ford	4 x4 Crew Cab	\$38,620.00

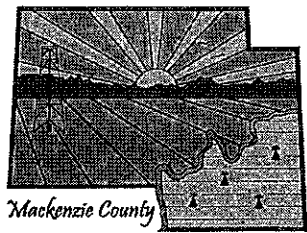
COSTS & SOURCE OF FUNDING:

2011 Capital Project Budget

RECOMMENDED ACTION:

That administration authorize the purchase of a 2011 Dodge Crew Cab.

Author: Pauline Short Review By: _____ CAO 



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	February 8, 2011
Presented By:	John Klassen, Director of Operations-South
Title:	Communications

BACKGROUND / PROPOSAL:

In conducting some research with respect to Mackenzie County's communication system, Administration has gathered information that supports the potential of saving monies by tendering the supply of cell phones. For your information, we enclose a copy of the Request for Tender which we have prepared, for your review.

OPTIONS & BENEFITS:

Option #1:
That Mackenzie County tender the supply and service of all county cell phones; or

Option #2:
That Mackenzie County purchase and install 2-way radios in all equipment and tender cell phones for County management and leadhands.


COSTS & SOURCE OF FUNDING:

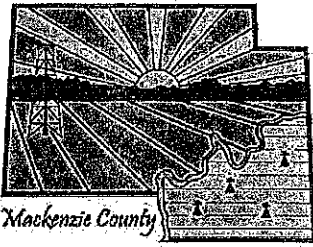
Cost would be approximately \$20,000.00 for 35 radios with an annual cost of \$350.00/per year for 2 registered channels.

2011 Operating Budget

RECOMMENDED ACTION:

That Administration be authorized to tender Mackenzie County's communication services.

Author: Pauline Short **Review By:** _____ **CAO** 



Request for Tender

The intent of this tender is to provide a detailed tender for the supply of approximately 100 new cell phones and the corresponding data and voice plans.

All the specified requirements to be met by the successful service provider are outlined in the following page.

Closing Date: Friday, March 8, 2011

If you have any questions or require further information, please do not hesitate to contact:

John Klassen
Director of Operations – South
Mackenzie County
Phone: 780-928-3983
Cell: 780-841-1680
Fax: 7870-928-3636

The tender must be submitted in a sealed envelope to Mackenzie County, 9205-100 Street, Box 1690, La Crete, AB T0H 2H0 on or before 12:00 noon, local time, Tuesday, March 7, 2011, for opening at the Mackenzie County council meeting in Zama on March 8, 2011 at 1:00 p.m.



Hardware:

11 – iPhone 4

90 – flip phones

- Car chargers and cases/belt clips to be included for all phones.

Voice & Data

- All smartphones are to include a minimum of 1 GB of data.
- All phone plans are to include texting, voicemail and caller id
- Tender must include a complete breakdown of the features included and the cost of every feature.
- A breakdown of the available incoming minutes and outgoing minutes for each phone is to be detailed
- The ability to pool the minutes is preferred. Provide a breakdown of any additional costs if any of the phone users exceed the minutes provided in their voice plans.



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	February 8, 2011
Presented By:	Al Hoggan, Director of Operations (North)
Title:	High Level Water Point

BACKGROUND / PROPOSAL:

To provide information regarding the High Level Water Point. Please see the attached information sheet.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

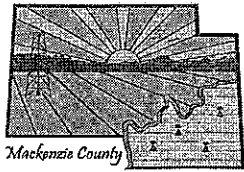
RECOMMENDED ACTION:

That the High Level water point be received for information.

Author: Al Hoggan

Reviewed By: _____

CAO



Mackenzie County

PO Box 640, Fort Vermilion, AB T0H 1N0

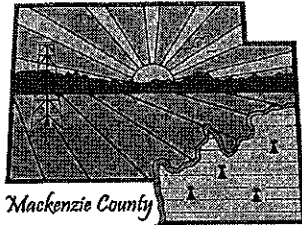
Phone: (780) 927-3718 Fax: (780) 927-4266

Toll Free: 1-877-927-0677 Email: office@mackenziecounty.com

High Level Water Point Information Sheet

- Established in approximately 1985
- Uses run-off water only from the north.
- Approximate size of dug-out is 200' X 400' and 8'deep.
- Has multiple beaver lodges and beaver family units living in and around the water point.
- Water is poor quality, raw, non-potable water only.
- Currently the High Level Water Point is limed annually each spring.
- Facility consists of a heated pump house, jet pump, and foot valve. There is no filtration in this water point.





MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	February 8, 2011
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Tompkins Crossing (Summer)

BACKGROUND / PROPOSAL:

The Tompkins Crossing in the summer season has been in dire need of upgrading for many years and Alberta Transportation seems to be able to make it the County's problem rather than Alberta Transportation.

OPTIONS & BENEFITS:

The options are to continue as is, continue pushing for a hover barge or make a serious lobby for a bridge.

COSTS & SOURCE OF FUNDING:

To be determined.

RECOMMENDED ACTION:

That the County requests the assistance of our MLA in solving the Tompkins Crossing problem.

Author: W. Kostiw Review by: _____ CAO 

RFD/LL info

Ashley Braun

From: Samuel Tekle [Samuel.Tekle@genivar.com]
Sent: Tuesday, February 01, 2011 6:59 PM
To: Bill Kostiw
Cc: Mark Onaba; Mark Schwab
Subject: Bridge at Tomkins Crossing

Bill,

Further to our discussions last week, here is a ball-park estimate for a bridge across the Peace River at Tomkins Crossing:

Assumed Length = 1000 m

Assumed Width = 10 m

Total Area = 10000 m²

Therefore at \$7000 per square metre, a new bridge will cost approximately \$70 million. Engineering will be in the \$5 to \$7 million range.

Such a bridge will have a life expectancy of 100 years and will not require any major maintenance for the first 20 to 25 years of life. After this period, joints and bearings will be the first ones that require attention. Replacing these items alone may add up to at least \$1 million at that time.

Hope this helps.

Regards,



Samuel Teklé, MScE, P. Eng. | Senior Manager, Bridge Engineering Services

GENIVAR | *Constructive people*

2693 Broadmoor Blvd., Suite 132

Sherwood Park, Alberta T8H 0G1

Tel.: 780-410-6740 | Cell: 780-231-0105

Fax: 780-449-4050

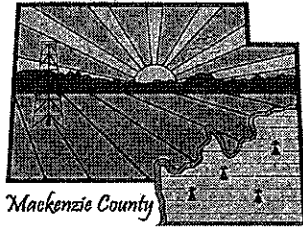
www.genivar.com

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This message is intended only for the use of the individual or entity to which it is addressed, and may contain information which is privileged, confidential, proprietary or exempt from disclosure under applicable law. If you are not the intended recipient or the person responsible for delivering the message to the intended recipient, you are strictly prohibited from disclosing, distributing, copying or in any way using this message. If you have received this communication in error, please notify the sender, and destroy and delete any copies you may have received.

AVERTISSEMENT:

Ce message est destiné uniquement à la personne ou à l'organisation à laquelle il est adressé et il peut contenir des informations privilégiées, confidentielles ou non divulguables en vertu de la loi. Si vous n'êtes pas le destinataire du présent message ni la personne chargée de remettre le présent message à son destinataire, il vous est strictement interdit de le divulguer, de le distribuer, de le copier ou de l'utiliser de quelque façon que ce soit. Si vous avez reçu la présente communication par erreur, veuillez en aviser l'expéditeur et détruire ou effacer tous les exemplaires que vous avez reçus.



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	February 8, 2011
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Highway 88 Base Paving

BACKGROUND / PROPOSAL:

This project was neglected for many years by Alberta Transportation however with a strong continued lobby we have been able to make good progress.

OPTIONS & BENEFITS:

Keep on with a strong lobby by the Reeve, Council, and the CAO.

COSTS & SOURCE OF FUNDING:

Overall cost is estimated at \$10,000 for expenses in 2011.

RECOMMENDED ACTION:

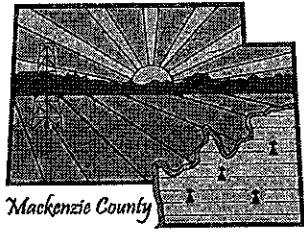
That the County continue to work with senior government officials to move the Highway 88 base paving project forward.

Author: W. Kostiw Review by: _____ CAO _____



PREMIER OF ALBERTA

Reeve Bill,
Please extend a sincere
thank you to your Council, your
CAO Bill Kostlin and administration
for the beautiful set of steak knives!
Perhaps if you have the time, you can
drop by our place for some good
steaks! You have been so
supportive as a County! All the
very best!
God Bless!
Ed



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	February 8, 2011
Presented By:	Marion Krahn, Supervisor of Planning and Development
Title:	Bylaw 795-11 Land Use Bylaw Amendment to Rezone Part of SE 21-110-15-W5M from Agricultural District 1 "A1" to Rural Industrial District 1 "RI1" (Fidler Pit Area, Anhydrous Ammonia Tank)

BACKGROUND / PROPOSAL:

The Planning Department received a Land Use Bylaw amendment application to rezone Part of SE 21-110-15-W5M from Agricultural District 1 (A1) to Rural Industrial District 1 (RI1). This application is submitted in conjunction with a Development Permit application for a 30,000 gallon NH3 (anhydrous ammonia) Storage Tank.

The proposed rezoning application is being presented to the Municipal Planning Commission (MPC) on February 1, 2011, the results of which will be verbally presented to Council.

OPTIONS & BENEFITS:

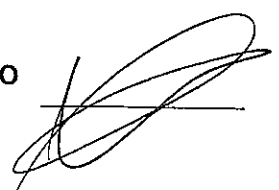
The subject land is currently zoned Agricultural District 1 which does not include Bulk Fertilizer Sales as a permitted or discretionary use. The only rural zoning district that includes Bulk Fertilizer Sales is Rural Industrial District 1 "RI1" which lists the use as a discretionary use.

Bulk Fertilizer Sales is described as:

"BULK FERTILIZER SALES" means a business operation that sells chemicals, in bulk, used for increasing the productivity of farm operations.

Author: L. Lambert

Reviewed by: M. Krahn

CAO 

The applicants' intension is to use this site as a permanent location for the storage and distribution of NH3 (anhydrous ammonia) to the local area farmers. The tank will be set up and regulated in accordance to the Fertilizer Safety and Security Council. This will include fencing around the entire storage area.

NH3 (anhydrous ammonia) is stored in pressurized vessels. In accordance with the County Land Use Bylaw, any pressurized vessel exceeding 10,000 gallons shall not be allowed within 2 miles of a Hamlet/Settlement, within 1 mile of a school site, or 450 meters from any residence. As a result, it stands to reason that a tank of this size or larger would be kept in rural areas.

At present, one other NH3 (anhydrous ammonia) storage and distribution site exists within the County, located east of La Crete. The Planning Department is not aware of any issues or concerns associated with the storage and distribution of NH3 (anhydrous ammonia) at this site.

COSTS & SOURCE OF FUNDING:

All costs will be borne by the applicant.

RECOMMENDED ACTION:

That first reading be given to Bylaw 795-11, being a Land Use Bylaw amendment to rezone Part of SE 21-110-15-W5M from Agricultural District 1 "A1" to Rural Industrial District 1 "RI1".

Author: M. Krahn Reviewed by: _____ CAO _____

BYLAW NO. 795-11

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

**TO AMEND THE
MACKENZIE COUNTY LAND USE BYLAW**

WHEREAS, Mackenzie County has a Municipal Development Plan adopted in 2009, and

WHEREAS, Mackenzie County has adopted the Mackenzie County Land Use Bylaw in 2004, and

WHEREAS, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to amend the Mackenzie County Land Use Bylaw to accommodate Bulk Fertilizer Sales.

NOW THEREFORE, THE COUNCIL OF THE MACKENZIE COUNTY, 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 SE 21-110-15-W5M

be rezoned from Agricultural District 1 "A1" to Rural Industrial District 1 "RI1", as outlined in Schedule "A".

READ a first time this ___ day of _____, 2011.

READ a second time this ___ day of _____, 2011.

READ a third time and finally passed this ___ day of _____, 2011.

Bill Neufeld
Reeve

William Kostiw
Chief Administrative Officer

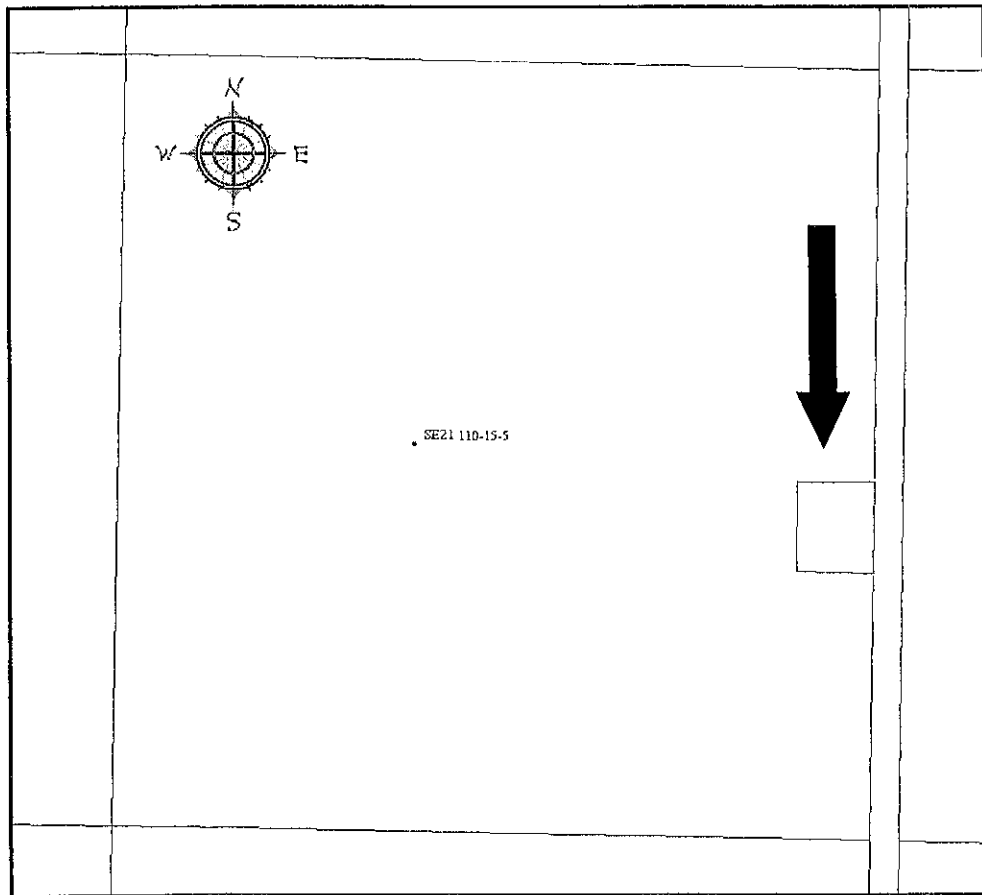
BYLAW NO. 795-11

SCHEDULE "A"

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

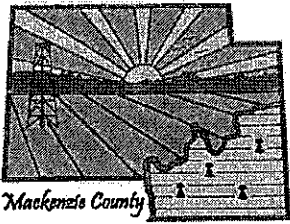
Part of SE 21-110-15-W5M

North of Highway 58, Fidler Pit area be rezoned from Agricultural District 1 "A1" to Rural Industrial District 1 "RI1".



FROM: Agricultural District 1 "A1"

TO: Rural Industrial District 1 "RI1"



LAND USE BYLAW AMENDMENT APPLICATION

APPLICATION NO. _____

NAME OF APPLICANT <i>Newfeld Petroleum + Propane</i>		
ADDRESS <i>P.O. Box 757</i>		
TOWN <i>LaCrete</i>		
POSTAL CODE <i>TOH 2H0</i>	PHONE (RES.) <i>780 9</i>	BUS. <i>780-9283663</i>

COMPLETE IF DIFFERENT FROM APPLICANT		
NAME OF REGISTER OWNER <i>Herman Driedger</i>		
ADDRESS		
TOWN <i>LaCrete</i>		
POSTAL CODE <i>TOH 2H0</i>	PHONE (RES.)	BUS. <i>928-3663</i>

LEGAL DESCRIPTION OF THE LAND AFFECTED BY THE PROPOSED AMENDMENT

QTR./LS.	SEC.	TWP.	RANGE	M.	OR	PLAN	BLK	LOT
<i>SE</i>	<i>21</i>	<i>110</i>	<i>15</i>	<i>5</i>				

LAND USE CLASSIFICATION AMENDMENT PROPOSED:

FROM: *A1* TO: *RI1*

REASONS SUPPORTING PROPOSED AMENDMENT:

To accomidate bulk Fertilizer Sales.

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

RECEIPT NO. _____

APPLICANT

DATE

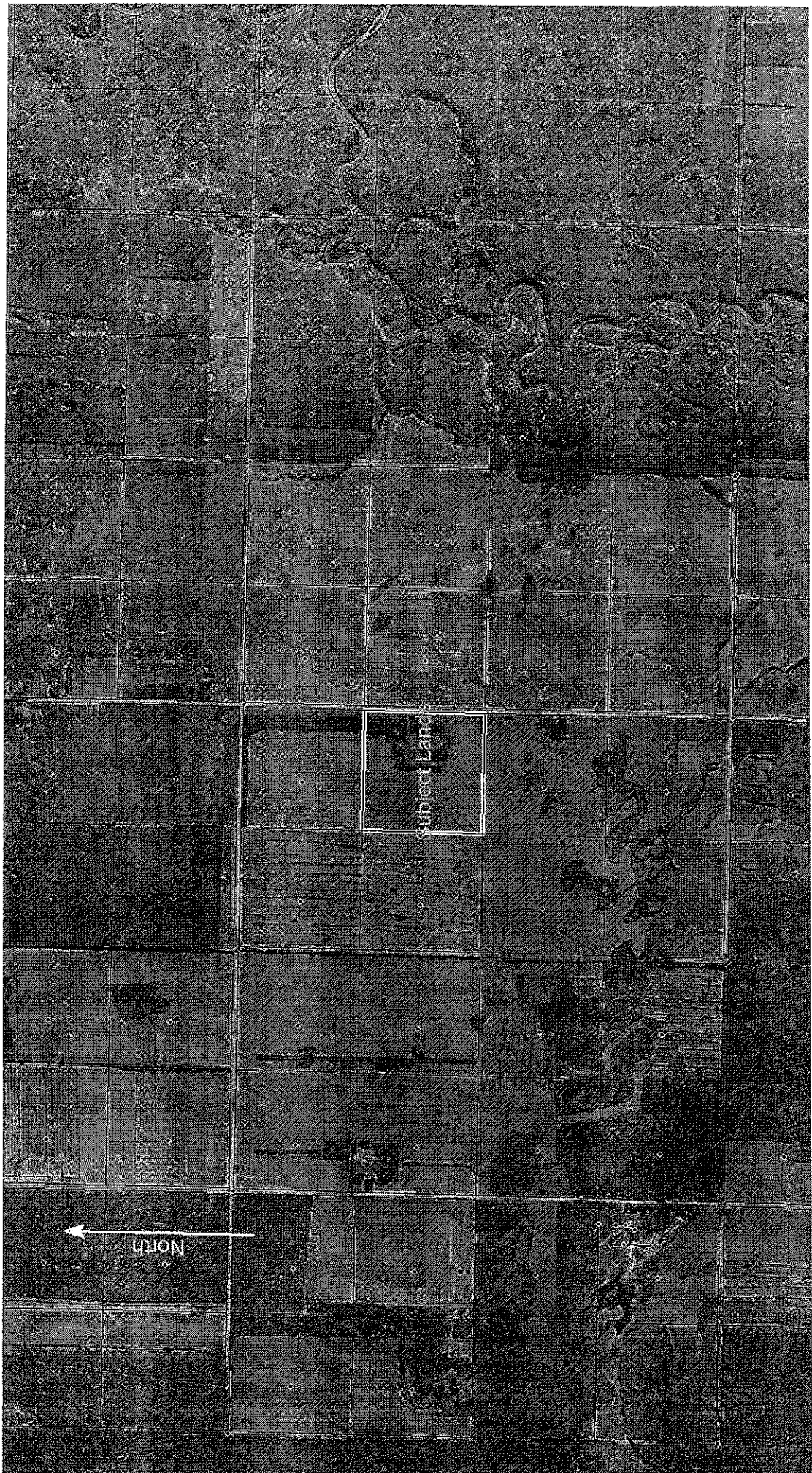
January 17, 2011

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

REGISTERED OWNER

DATE

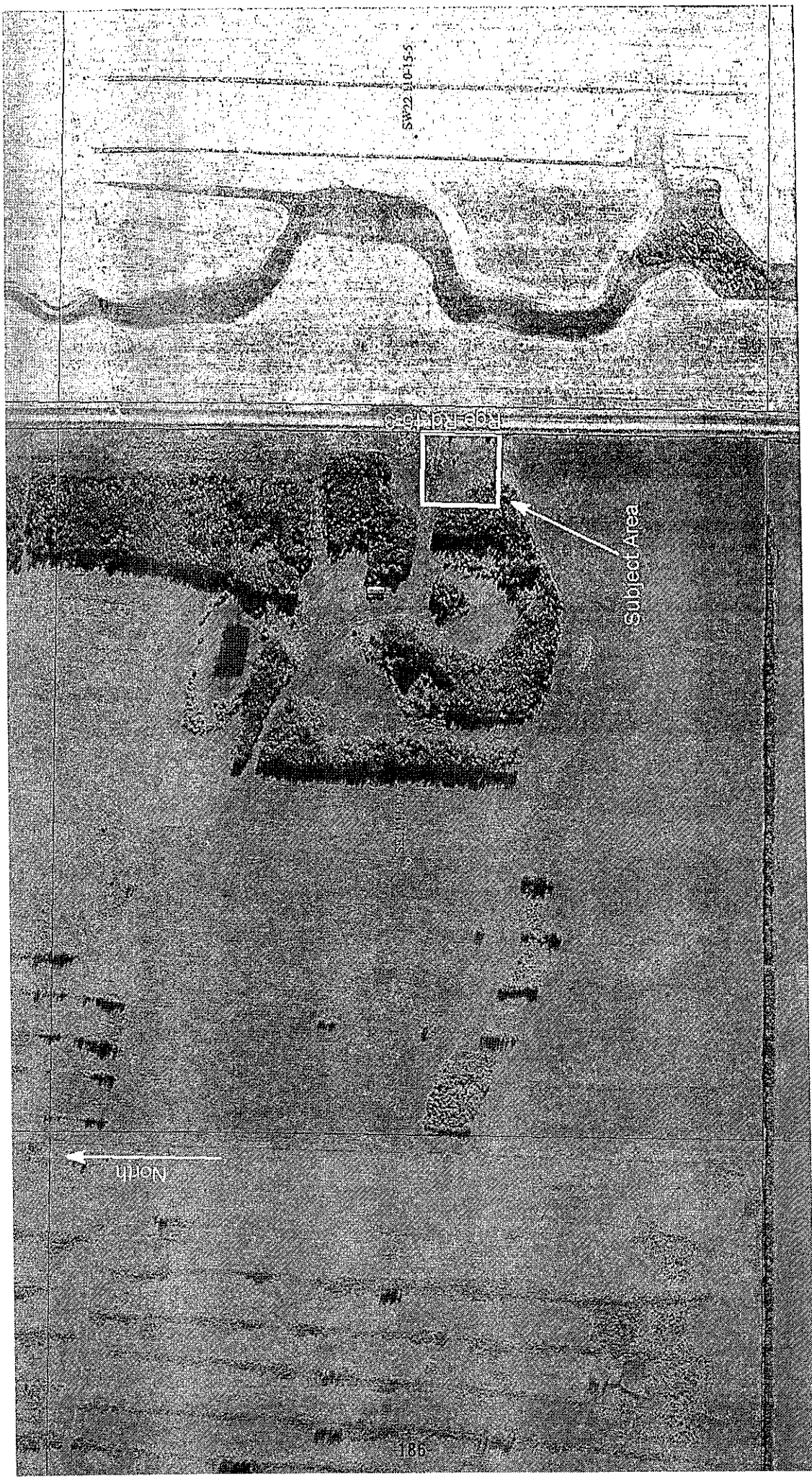
Jan 18 - 2011



Subject Lands

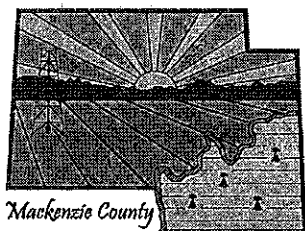
North

SW22 0-155



Subject Area

North



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	February 8, 2011
Presented By:	Marion Krahn, Supervisor of Planning and Development
Title:	01-SUB-11 Brenda May Friesen Bio-Mass Gasification Power Plant Subdivision (SE 13-106-14-W5M, Highway 88 Connector Area)

BACKGROUND / PROPOSAL:

The Development Department received a subdivision application for the separation of a 58.61 acre (23.72 hectare) parcel out of SE 13-106-14-W5M. The proposed parcel is intended for the Bio-Mass Gasification Power Plant as approved by Development Permit 28-DP-08. The proposed lands are zoned Direct Control District 1 (DC1) and therefore, the subdivision decision lies with Council.

The Municipal Planning Commission (MPC) reviewed the proposed subdivision on February 1, 2011 and made a recommendation to Council that it be approved subject to the conditions as shown in the recommended action.

OPTIONS & BENEFITS:

A Development Agreement for Development Permit 28-DP-08 was signed May 6, 2009 and contained the following condition:

- (1) *The developer is required to subdivide the lands pertaining to this development as outlined in the attached Schedule "B".*

The proposed subdivision boundaries reflect the requirements of Schedule "B" of the Development Agreement.

Author: M. Krahn Review by: _____ CAO

COSTS & SOURCE OF FUNDING:

All costs to be borne by the applicant.

RECOMMENDED ACTION:

That Subdivision Application 01-SUB-11 in the name of Brenda May Friesen, on SE 13-106-14-W5M, be approved with the following conditions:

1. This approval is for a single lot subdivision, 58.61 acres (23.72 hectares) in size.
2. Applicant/developer shall enter into and comply with a Development Agreement with the Mackenzie County which shall contain, but is not limited to:
 - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality,
 - b) Provision of access to the subdivision and the balance of the quarter in accordance with Mackenzie County standards at the developers' expense,
 - c) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2009,
 - d) Provision of a storm water management plan. Contact Cathy Friesen, Development Officer, at 780-928-3983 to discuss the requirements for your subdivision,
 - e) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration,
 - f) Provision of utility right-of-way as required by ATCO Electric, Telus and Northern Lights Gas and others, and
 - g) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.

Author: M. Krahn Review by: _____ CAO _____

Schedule "C", Part 1

ATCO Electric

Northwest Regional Office, 9717 - 97 Ave., Grande Prairie, Alberta T8V 6L9

January 18, 2011

Mackenzie County
Box 640
Fort Vermilion, AB
T0H 1N0

Re: Your file: 01-SUB-11
Legal Land: SE 13-106-14-W5M

Thank you for the information provided along with your request dated January 13, 2010. ATCO Electric has reviewed this location and has no objections to the proposed subdivision of this property as shown.

As a condition of your approval, please inform the applicant that a Utility Right-of-Way in the name of ATCO Electric must be registered with the new and existing titles, extending to an alignment 7.5 metres on either side of the power line center line. This will allow for maintenance of electric facilities, as well as the right-of-way.

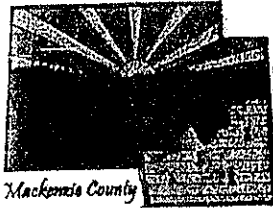
The existing and future power line route will require maintenance of a cleared right-of-way to ground level and to a minimum width of 6.1 metres on either side of the line route. Therefore the owner should be made aware of the potential for brushing along the existing and possible future power line alignment. Landowners should be cautioned not to plant trees which may subsequently grow into the power line right-of-way. In addition, buildings or equipment should not be located within 5.0 metres of the power line.

Since it appears as though a separate residential electric service will be required, the applicant or future property owner may contact Leeza Leishman of our High Level office at (780) 926-8001 to make arrangements. Approximately 12 weeks notice should be anticipated. Provided these conditions are attached to the development application, ATCO Electric has no objections to this subdivision. If you have any questions or concerns, please don't hesitate to call me at (780) 830-2932, fax (780) 538-7004, or e-mail flavia.zanolli@atcoelectric.com.

Yours truly,
ATCO Electric



Flavia Zanolli
Northwest Region Engineering
Cc: File



Mackenzie County
9205-100 Street, P.O Box 1690
La Crete AB T0H 2H0
Phone (780) 928-3983 Fax (780) 928-3636

DATE: January 13, 2011
FILE: 01-SUB-11
THIS ITEM IS SENT BY FAX ONLY

OWNER: Brenda M. Friesen
LEGAL: SE 13-106-14-W5M
PROPOSED LAND USE: Industrial
DEVELOPER/AGENT/SURVEYOR: Mark Bakalar, Barlow Surveying

May we have your comments by January 28, 2011 insofar as your agency is concerned. Please mark any required easements or utility rights-of-way on the attached sketch as well as any additional comments.

Should you have any questions or concerns, please contact Cathy Friesen at (780)928-3983.

Yours truly,

Marion Krahn,
Supervisor of Planning and Development

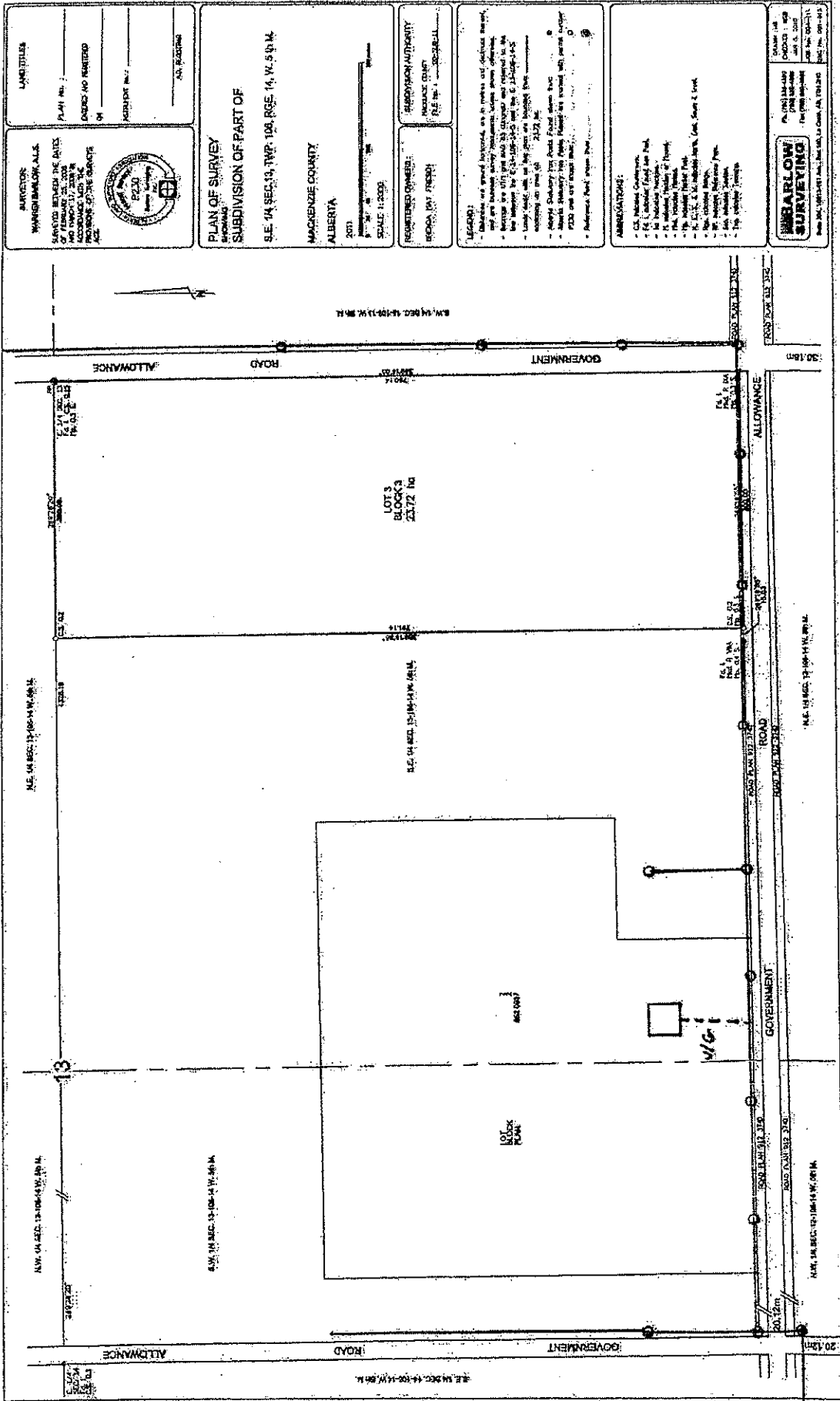
- Northern Lights Gas Co-op – Jack Eccles 780-928-2166
- ATCO Electric – Dan Fehr 780-928-4657 (shelly.knelsen@atcoelectric.com)
- TELUS – Dan Nellis 780-538-8632
- Alberta Transportation- Robert Lindsay 780-624-2440
- Alberta Environmental Protection – Terry Sawchuk 780-624-6335

COMMENTS:

Ateco powerline as per sketch

SIGNATURE 

Brenda M. Friesen
Comments received may be deemed public information



Schedule "C", part 2



Mackenzie County
9205-100 Street, P.O Box 1690
La Crete AB T0H 2H0
Phone (780) 928-3983 Fax (780) 928-3638



DATE: January 13, 2011
FILE: 01-SUB-11
THIS ITEM IS SENT BY FAX ONLY

OWNER: Brenda M. Friesen
LEGAL: SE 13-106-14-W5M
PROPOSED LAND USE: Industrial
DEVELOPER/AGENT/SURVEYOR: Mark Bakalar, Barlow Surveying

May we have your comments by January 28, 2011 insofar as your agency is concerned. Please mark any required easements or utility rights-of-way on the attached sketch as well as any additional comments.

Should you have any questions or concerns, please contact Cathy Friesen at (780)928-3983.

Yours truly,

Marion Krahn,
Supervisor of Planning and Development

- Northern Lights Gas Co-op -- Jack Eccles 780-928-2166
- ATCO Electric -- Dan Fehr 780-928-4657 (shelly.knelsen@atcoelectric.com)
- TELUS -- Dan Nellis 780-538-8632
- Alberta Environmental Protection -- Terry Sawchuk 780-624-6335

COMMENTS:

NO CONCERNS WITH THE PROPOSED SUBDIVISION

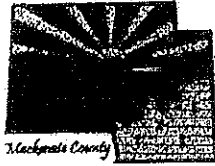
SIGNATURE

Terry Sawchuk
TERRY SAWCHUK, ALBERTA ENVIRONMENT.

Comments received may be deemed public information



Schedule "C", part 3



Mackenzie County
9205-100 Street, P.O. Box 1690
La Crete AB T0H 2H0
Phone (780) 928-3983 Fax (780) 928-3636

DATE: January 13, 2011
FILE: 01-SUB-11
THIS ITEM IS SENT BY FAX ONLY

OWNER: Brenda M. Friesen
LEGAL: SE 13-106-14-W5M
PROPOSED LAND USE: Industrial
DEVELOPER/AGENT/SURVEYOR: Mark Bakalar, Barlow Surveying

May we have your comments by January 28, 2011 insofar as your agency is concerned. Please mark any required easements or utility rights-of-way on the attached sketch as well as any additional comments.

Should you have any questions or concerns, please contact Cathy Friesen at (780)928-3983.

Yours truly,

Marion Krahn,
Supervisor of Planning and Development

- Northern Lights Gas Co-op - Jack Eccles 780-928-2166
- ATCO Electric - Dan Fehr 780-928-4657 (shelly.knelsen@atcoelectric.com)
- TELUS - Dan Nellis 780-538-8632
- Alberta Environmental Protection - Terry Sawchuk 780-624-6335

COMMENTS:

Please ensure our Utility Right of Way remains on all titles

SIGNATURE

Comments received may be deemed public information

.....



Mackenzie County

P.O. Box 1690, La Crete, AB T0H 2H0
Phone: (780) 928-3983 Fax: (780) 928-3636

SUBDIVISION APPLICATION

FOR OFFICIAL USE ONLY

Date of Acceptance of Application: 01/07/11 File No.: DL-SUB-11 Fee Submitted: _____

THIS FORM IS TO BE COMPLETED IN FULL WHEREVER APPLICABLE BY THE REGISTERED OWNER OF THE LAND THAT IS THE SUBJECT OF THE APPLICATION OR BY A PERSON AUTHORIZED TO ACT ON THE REGISTERED OWNER'S BEHALF.

Brenda May Friesen
NAME OF REGISTERED LANDOWNER

Box 778 LaCrete
ADDRESS

780-928-2988
PHONE NUMBER (S)

Mark Bakalar
NAME OF AGENT (authorized to act on behalf of the registered landowner, if any)

Box 190 LaCrete
ADDRESS

780-928-4890
PHONE NUMBER (S)

LAND DESCRIPTION AND AREA OF LAND TO BE SUBDIVIDED

LEGAL LAND DESCRIPTION: All/Part of SE 1/4 sec 13 Twp 106 Range 14 West of 5 Meridian

Being all/part of Lot _____ Block _____ Plan _____ Certificate of Title No. _____

CURRENT PARCEL SIZE: 51.71 ha AREA TO BE SUBDIVIDED: 23.72 ha NO. OF LOTS: 1

AREA OF THE ABOVE PARCEL OF LAND TO BE SUBDIVIDED: 23.72 Hectares 58.61 Acres

MUNICIPAL ADDRESS (CIVIC), IF APPLICABLE: _____

LOCATION OF LAND TO BE SUBDIVIDED

IS THE LAND SITUATED IMMEDIATELY ADJACENT TO THE MUNICIPAL BOUNDARY? YES _____ NO

IF YES, THE ADJOINING MUNICIPALITY IS _____

IS THE LAND SITUATED WITHIN 0.8 KILOMETERS (0.5 MILES) OF A RIGHT-OF-WAY OF A PROVINCIAL HIGHWAY? YES _____ NO IF YES, THE HIGHWAY NUMBER IS _____

DOES THE PROPOSED PARCEL CONTAIN OR IS IT BOUNDED BY A RIVER, STREAM, LAKE, OR OTHER BODY OF WATER OR BY A DRAINAGE DITCH OR CANAL? YES _____ NO

IF YES, STATE ITS' NAME: _____

IS THE PROPOSED PARCEL WITHIN 1.5 KMS (0.932 MILES) OF A SOUR GAS FACILITY? YES _____ NO

EXISTING AND PROPOSED USE OF LAND TO BE SUBDIVIDED

EXISTING USE OF THE LAND: Agricultural
 PROPOSED USE OF THE LAND: Industrial
 LAND USE DESIGNATION AS CLASSIFIED IN THE LAND USE BYLAW: DC1

PHYSICAL CHARACTERISTICS OF LAND TO BE SUBDIVIDED

DESCRIBE TOPOGRAPHY OF THE LAND (flat, rolling, steep, mixed): flat
 DESCRIBE VEGETATION AND WATER ON LAND (brush, shrubs, tree stands, woodlots, etc. - sloughs, creeks, etc.): None
 DESCRIBE SOIL TYPE (sandy, loam, clay, etc.): Loam + clay base

EXISTING BUILDINGS ON THE LAND TO BE SUBDIVIDED

DESCRIBE ANY BUILDINGS AND STRUCTURES ON THE LAND: None
 LIST BUILDINGS AND STRUCTURES TO BE DEMOLISHED OR MOVED: N/A

WATER AND SEWER SERVICES

TYPE OF WATER SUPPLY	EXISTING	PROPOSED
DUGOUT		
WELL		
CISTERN & HAULING		X
MUNICIPAL SERVICE		X
OTHER (PLEASE SPECIFY)		

TYPE OF SEWER DISPOSAL	EXISTING	PROPOSED
OPEN DISCHARGE/SEPTIC TANK		
SUB-SURFACE /SEPTIC TANK		X
ABOVE GROUND/SEPTIC TANK		
SEWAGE LAGOON		
OUTDOOR PRIVY		
MUNICIPAL SERVICE		
OTHER (PLEASE SPECIFY)		

**REGISTERED OWNER AND/OR
PERSON ACTING ON THE REGISTERED OWNER'S BEHALF**

Signing of this application, by the applicant and/or the applicant or agent, authorizes Mackenzie County to circulate the application to other parties as necessary to comply with the requirements of the Municipal Government Act. Other parties may include, but is not limited to, adjacent landowners, utilities companies, government agencies and surveyors.

Signing of this application also grants permission for Mackenzie County personnel to conduct site inspections of the property. Site inspections include, but are not limited to, land elevation and access review and taking photos of the property.

I/we, Mark Bakalar (Barlow Surveying Inc.) hereby certify that

I/we are the registered landowner, **OR**

I/we are the agent authorized to act on behalf of the registered landowner

And verify that the information contained within this application is full and true to the best of my/our knowledge and it is a true statement of the facts pertaining to this application for subdivision.

(The registered landowner must sign the application. If an agent is processing the application, both the agent and the landowner must sign the application.)

Mark Bakalar
Signature of Agent

Mark Bakalar
Print Agents Name

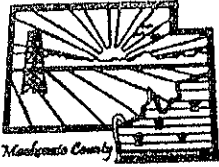
Jan 5, 2011
Date Signed

[Signature]
Signature of Registered Landowner

Brenda Friem
Print Registered Landowners Name

Jan 07/11
Date Signed

Schedule "B" of 28-PP-28 Development Agreement



Development Permit Application

SITE PLAN

QTR./L.S.	SEC	TWP	RG	M	PLAN NO.	BLK.	LOT	Size of Parcel
SE	13	106	14	W5				ac. ha.

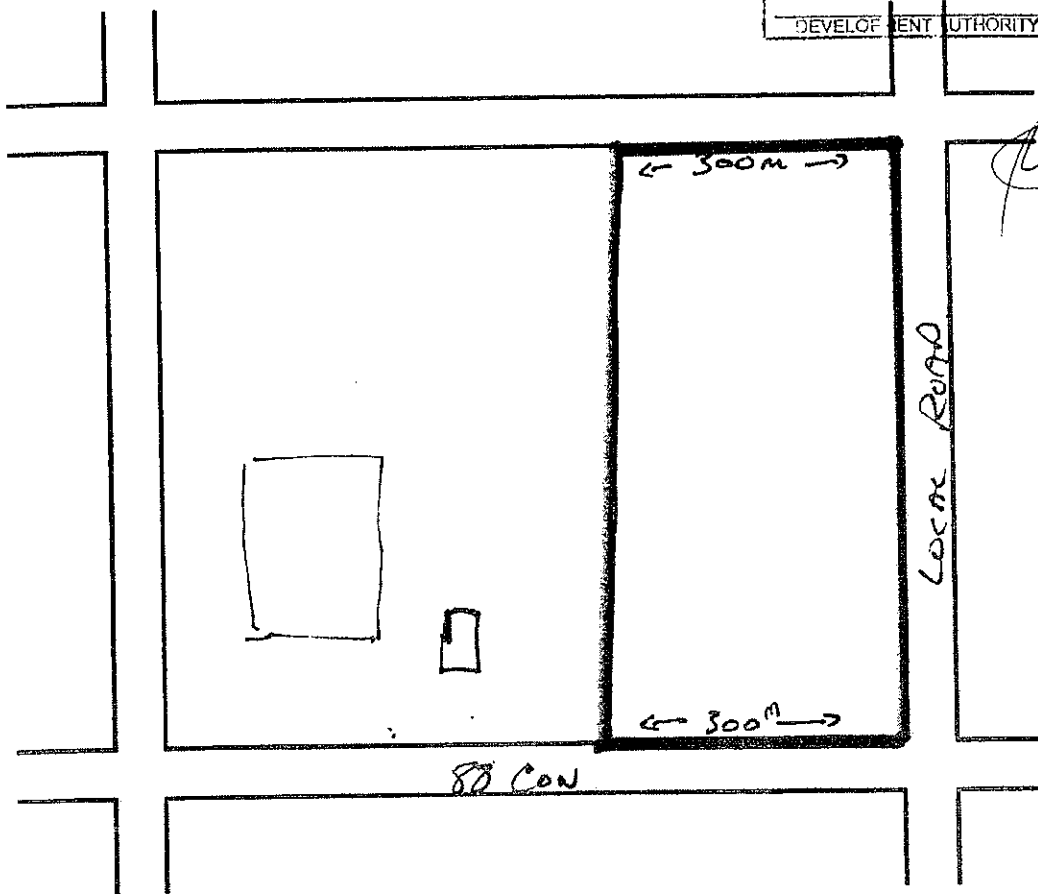
Date of site plan: _____

Remarks: _____

MACKENZIE COUNTY EXAMINED <input type="checkbox"/> APPROVED <input checked="" type="checkbox"/> APPROVED WITH CONDITIONS <input type="checkbox"/> REFUSED MAY 15 2008 DEVELOPMENT AUTHORITY	
--	--



N



Information Checklist for site plan

- location/distance of existing buildings from property lines
- location of access/driveway, and distance from intersections
- location of shelterbelts and/or treed areas
- location of parking and loading areas

- location/distance of proposed buildings from property lines
- ravines, creeks, lakes, sloughs, and any other water bodies
- location of road(s), road allowances
- length and width of property

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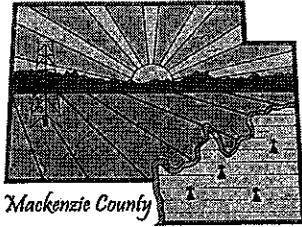




Subject Property

RD 88
CONCRETE

ROADWAY



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	February 8, 2011
Presented By:	Marion Krahn, Supervisor of Planning and Development
Title:	Safety Codes Service Contract Review & Comparison

BACKGROUND / PROPOSAL:

The Safety Codes Service proposal findings were presented to Council on December 19, 2010 where the following motion was made:

Motion 10-12-1136 That the awarding of the Safety Codes Service contract be TABLED to the new year.

The three proposals received all include a proposed increase to the Safety Codes Permit fees. Consideration by Council to award the Safety Codes Service contract will also require a review of the proposed fees.

OPTIONS & BENEFITS:

At present, Safety Codes Services are being provided by Superior Safety Codes however the contract expired February 28, 2009. Service continues to be provided in accordance with the expired contract however continuing without a written agreement could be detrimental.

FEES:

The current Safety Codes Permit fees were established in 2005. Of the three bidding companies, Alberta Permit Pro proposed the lowest fee increase of 10%. Superior Safety Codes and The Inspections Group proposed varying fee increases from 17 to 100%. All three companies proposing increased fees could suggest that our current fees are low however, public comments suggest that many applicants believe that the current fees are already too high. Administration is contacting each of the bidding companies to determine whether or not they would be willing to provide the service if no

Author: M. Krahn Review by: _____ CAO 

change in fees is made. This information will be presented verbally at the Council meeting.

If Council does not wish to increase the Safety Codes Permit fees and the bidding agencies are unwilling to provide the service without increased fees, an alternative could be to reduce the percentage of the Safety Codes Permit fees retained by the County. The current agreement results in the County retaining 30% of the fees collected. The proposals received also include this percentage.

PROPOSAL EVALUATION:

In accordance with the Request for Proposal (RFP), each bidding agency will be evaluated/rated and the contract be awarded to the highest scoring agency. Schedule "D" attached shows the RFP rating system. Schedule "B" attached shows the rating scores of each bidding agency. In accordance with the rating scores, the contract should be awarded to Alberta Permit Pro however consideration should be given to this company being under creditor protection.

OPTIONS

OPTION 1: (10% increase in permit fees)

MOTION 1

That Administration be directed to incorporate the Safety Codes Permit Fees into the Fee Schedule Bylaw, with an increase of 10%, for adoption at the next Council meeting.

MOTION 2

That Mackenzie County award Alberta Permit Pro a three year Safety Codes Service contract subject to the adoption of a revised Fee Schedule Bylaw.

This motion reflects the fees proposed by Alberta Permit Pro. If Council is willing to consider this change in the permit fees then consideration should be given to awarding the Safety Codes Service contract to Alberta Permit Pro subject to the adoption of a revised Fee Schedule Bylaw.

OPTION 2: (Award contract without changes to the Safety Codes Permit fees)

That Mackenzie County award Alberta Permit Pro a three year Safety Codes Service contract subject to the current Safety Codes Permit Fees.

COSTS & SOURCE OF FUNDING:

N/A.

RECOMMENDED ACTION:

OPTION 2: (Award contract without changes to the Safety Codes Permit fees)

That Mackenzie County award Alberta Permit Pro a three year Safety Codes Service contract subject to the current Safety Codes Permit Fees.

Author: M. Krahn Review by: CAO

Schedule "A" Pros and Cons List

OPTION 1 – Alberta Permit Pro - Pros	OPTION 1 – Alberta Permit Pro - Cons
3 SCO's available to serve the County 3 days a week.	Unknown company
All SCO's have their building disciplines as well as their primary disciplines. Therefore, with the ability of their GIS database, inspection tracking and tablet computers any inspector can complete a building inspection as required.	Proposed increased fees schedule by 10%
New automated GIS based Permit & Inspection tracking system (guaranteed onsite inspections)	Company under Credit Protection
County access to all files in real time via email or Permit Tracker	New agency, county staff re-training may be required. Transition period
Anytime availability of colored graphic reports	
High level of service by means of site inspections conducted with tablet computers thus providing staff with inspection reports, via email in real time. No time delay for inspection reports or data entry.	
Safety Codes inspectors provided as needed	
Agency located out of Grande Prairie	
OPTION 2 – Superior Safety Codes – Pros	OPTION 2 – Superior Safety Codes – Cons
Current County agency – no adjustment period or re-training required. No transition period.	Known company with prior unsatisfactory dealings
Keep same permit forms	Increased fee schedule
Online web based permit entry & tracking system	No GIS system or tablet computers.
Inspectors familiar with area and contractors	Request County to change their Quality Management Plan to the Uniform Quality Management Plan
Currently have all County files, no transition period	Existing permit tracking process has not proven satisfactory
Agency located out of Grande Prairie	
Payment upon permit closure	

Schedule "A"
Pros and Cons List

OPTION 3 – The Inspectors Group – Pros	OPTION 2 – The Inspectors Group - Cons
Inspections conducted weekly/bi-weekly upon request.	Unknown Company
Will use current Quality Management Plan	Substantial fee schedule increase proposed
45 fulltime SCO's	Unknown as to where SCO's will be located as they are in negotiations with local area SCO's. (i.e may come from Edmonton or local area)
Will continue to use County's Access data base system	No GIS system or tablet computers. Site inspections completed by handwrites which have to be mailed or dropped off at County office
Payment upon permit closure.	Agency located out of Edmonton

Schedule "B"

Proposal Rating Chart

	Alberta Permit Pro	Superior Safety Codes	The Inspectors Group
Proposal Format in accordance with RFP	5	5	5
Executive Summary	5	4	5
Inspection Response Time	Inspector to be in area 3 days a week. All SCO's have building designation as well as their primary. Two day response time up a max 5 days	Inspections conducted within two business days of request.	Inspections conducted upon requests.
	10	8	7
Data Management	All data stored electronically with Permit Tracker (Can be exported into municipalities database on a weekly basis) Easy of accessibility in real time. GIS mapping, web based, colored maps. Inspection reports and related documentation available immediately after inspection.	Closed permits returned to County on a monthly basis, Online Reporting, Web accessible database	All permit information housed in Edmonton office, information only release upon written permission from the County. Inspection reports and related documentation available within 5 days or less after site inspection.
	9	8	6
Training & Orientation	Orientation Training, QMP Training, SCO training (Specified all training to County at no extra charge)	Orientation Training, QMP training, SCO Training (Specified all training to County at no extra charge)	Orientation Training, QMP Training & SCO Training. (Not specified if any extra charges)
	10	10	9

Proposed Safety Codes Officers	3 primary SCO's available. All SCO's have their building designation as well as their primary & must maintain their level of certification.	7 SCO's available, several known to the area. Maintain their level of certification with required updated courses.	Agency has 45 full time SCO, however the agency is currently in consultation with several individuals (SCO's in various disciplines) who reside within the County and/or adjacent area.
Compliance Monitoring	County will receive an audit email each week showing what inspections were completed, very proactive with emails and phone call for follow ups when inspection request not received, pictures of deficiencies attached to emails and/or faxes.	No expired permits unless County approved, permits not closed with a no-entry report, after an inspection a label is affixed to electrical panel verifying inspection.	Will follow the County QMP, ensure they will preform compliance monitoring in strict compliance with all codes and regulations. After an inspection a label is affixed to electrical panel verifying inspection.
Fees	10 10% overall Fee Increase Example: Current fee for Mobile Home & Deck - \$275.00 10% Fee increase - \$302.50	8 Fee Increase in certain areas Example: Current fee for Mobile Home & Deck - \$275.00 Fee Increase - \$350.00	8 Overall Fee Increase Example: Current fee for Mobile Home & Deck \$ 275.00 Fee Increase - \$450.00
References	20 11 references, 9 with attached letters, more upon request	20 79 references, no actual letters.	10 23 references, 4 with attached letters
Total	77	70	57
Additional Information			

Agency Location	Grande Prairie	Grande Prairie	Edmonton
Database	Will use County's current MS Access based system or their own electronic web based GIS system (Permit Tracker & Inspection Tracker)	Standard MS Access Database	Standard MS Access Database
Fee payment/Spilt	While under Credit Protection County retains 100% of permit fees After release of Credit Protection 70/30	70/30	70/30
QMP	Will work with current QMP	Recommends County upgrade current QMP to the UQMP	Will work with County QMP
Additional	Community Investment - Pledge \$2,500.00/year to support Mackenzie County grant application project for non-profit organization or a educational scholarship.		

Schedule "C" Proposed Fees

ALBERTA PERMIT PRO PROPOSED FEE SCHEDULE

Alberta Permit Pro is proposing the lowest fee increase of 10% overall. Examples of a 10% increase are as follows:

- Homeowner building permit fee increased from \$0.65/sq ft to \$0.72/sq ft,
- Mobile Home permit fees increased from \$150.00 to \$165.00,
- Minimum fees increased from \$125.00 to \$137.50,
- Commercial/Industrial building fees increased from \$6.00 per \$1,000 of project value to \$6.60 per \$1,000 of project value,
- Mobile Home Electrical connection fees increased from \$75.00 to \$82.50.

SUPERIOR SAFETY CODES PROPOSED FEE SCHEDULE

Superior Safety Codes is proposing to increase almost all sectors of the permit fee schedule, as follows:

- Minimum fees increased by 20% to 100%,
- Electrical, Gas, Plumbing & Sewage fees have all increased,
- Annual Electrical fees increased by 17% to 50%.

Only two areas of the original fee schedule have remained the same:

- Camp fees have not increased,
- Building square footage fees have remained the same for both contractors & homeowners.

THE INSPECTORS GROUP PROPOSED FEE SCHEDULE

The Inspectors Group proposal has the largest increase throughout the entire fee schedule. Some examples are as follows:

- Homeowner building permit fees increased from \$0.65/sq ft to \$1.00/sq ft,
- Mobile Home permit fees increased from \$150.00 to \$300.00,
- Minimum fees increased from \$125.00 to \$150.00,
- Camp fees for all disciplines increased,
- Commercial/Industrial building fees increased from \$6.00 per \$1,000 of project value to \$7.50 per \$1,000 of project value,
- Residential Homeowner Electrical permit fee increased by 73%,
- Mobile Home Electrical connection fees increased from \$75.00 to \$140.00.

Schedule "D" RFP Rating/Evaluation Requirements

a) Comprehensive or Commercial General Liability in an amount of not less than five million dollars (\$5,000,000.00) inclusive per occurrence, and annual aggregate, if any, of not less than ten million dollars (\$10,000,000.00) insuring against bodily injury or damage to property of others (including loss of use thereof) and such policy shall include Cross Liability clause, Contractual Liability coverage.

b) All Risks Liability to include Valuable Paper and Records Insurance on all such items pertaining to the Services in an amount adequate to enable their reconstruction.

c) Errors and Omissions in an amount not less than two million dollars (\$2,000,000.00) per occurrence.

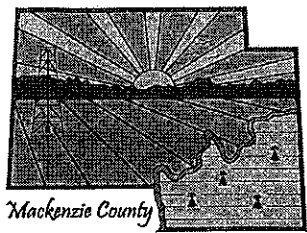
11.0 EVALUATION

Proposals will be evaluated in two stages. The first stage will consist of a review of all proposals to ensure that each proposal was received on time and that the proposal is compliant with all other submission requirements. Proposals found to be non-compliant will be returned and given no further consideration. The second stage will consist of an evaluation of the written proposal based on the award of a possible 100 points using the following criteria:

Proposal Format in accordance with RFP	5 points
Executive Summary	5 points
Inspection Response Time	10 points
Data Management	10 points
Training and Orientation	5 points
Proposed Safety Codes Officers	20 points
Compliance Monitoring	10 points
Fees	25 points
References	<u>10 points</u>
	100 points

12.0 APPROVAL PROCESS

Administration will review and evaluate the proposals. A letter of acceptance will be sent to the successful proponent.



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	February 8, 2011
Presented By:	Marion Krahn, Supervisor of Planning and Development
Title:	Development Statistics Report Year End Comparison (2010)

BACKGROUND / PROPOSAL:

Following is the year-end statistical comparisons from 2008-2010 (January to December).

All Development Permit applications

- 2008 Development Permits 272 permits (construction value \$79,463,063.00)
- 2009 Development Permits 265 permits (construction value \$18,884,862.00)
- 2010 Development Permits 300 permits (construction value \$28,808,808.10)

Residential Building Activity Report

- 2008 Building Activity 121 permits (Value \$14,626,940.00)
- 2009 Building Activity 172 permits (Value \$10,169,616.00)
- 2010 Building Activity 175 permits (Value \$14,612,427.00)

Author: Liane Lambert
Development Officer

Reviewed By: _____

CAO 

Subdivision Application Report

- 2008 Subdivisions 33 applications
- 2009 Subdivisions 30 applications
- 2010 Subdivisions 22 applications

(See Attached Breakdowns)

This Year End Summary report was presented to the Municipal Planning Commission at the February 1, 2011 meeting, where it was accepted as information.

COSTS & SOURCE OF FUNDING:

N/A

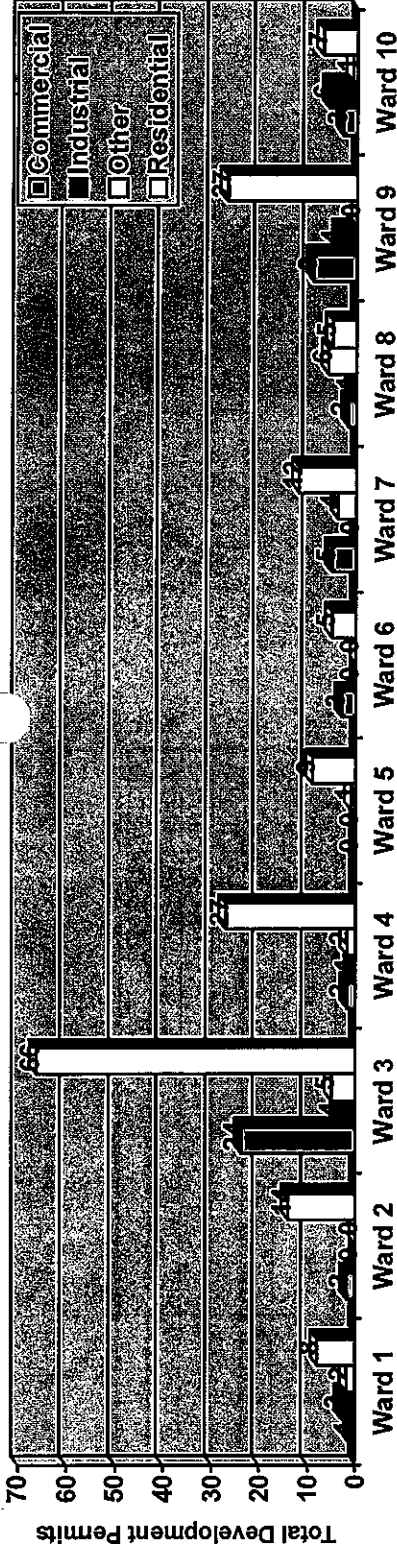
RECOMMENDED ACTION:

That the development statistics report 2010 year end comparisons be received for information.

Author: Liane Lambert
Development Officer

Reviewed By: _____

CAO _____

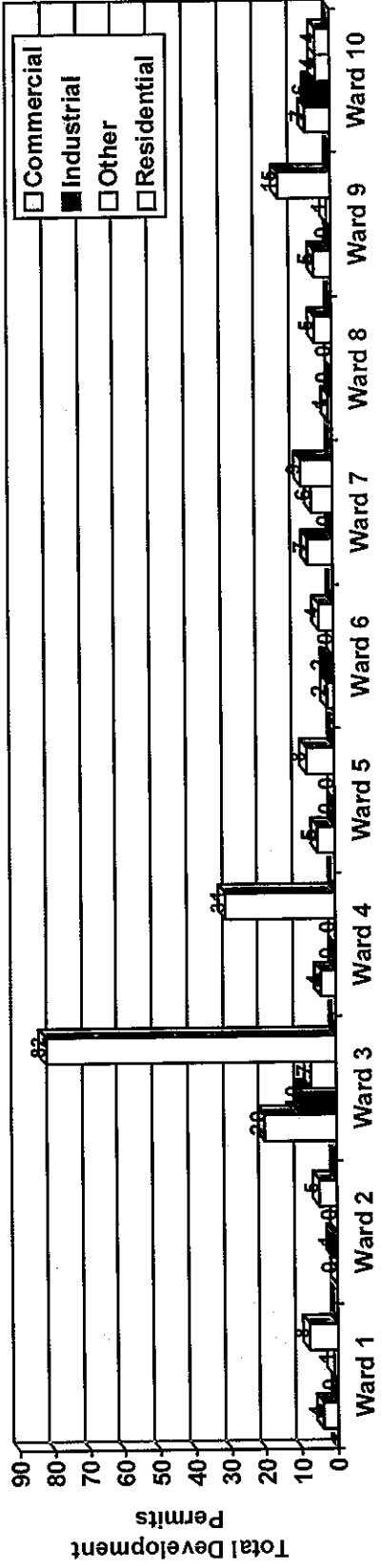


Development	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	Ward 6	Ward 7	Ward 8	Ward 9	Ward 10	Total
Commercial	1	2	24	3	0	3	5	2	9	3	51
Industrial	3	0	4	1	0	0	0	1	4	6	19
Other	2	0	5	2	1	0	4	6	0	1	21
Residential	8	14	66	27	9	5	12	5	27	7	180
Total	14	16	99	33	10	8	21	14	40	17	272

Development	Permits	Construction Cost
Commercial	51	\$8,515,000.00
Industrial	19	\$52,687,000.00
Other	21	\$3,028,000.00
Residential	180	\$15,233,063.00
TOTALS	272	\$79,463,063.00

Wards	Construction Cost
Ward 1	\$868,625.00
Ward 2	\$1,910,500.00
Ward 3	\$13,985,008.00
Ward 4	\$52,235,963.00
Ward 5	\$687,500.00
Ward 6	\$110,000.00
Ward 7	\$681,300.00
Ward 8	\$1,197,010.00
Ward 9	\$6,781,000.00
Ward 10	\$1,006,157.00
TOTAL	\$79,463,063.00

Mackenzie County
Development Summary
January 1, 2008 to December 31, 2008

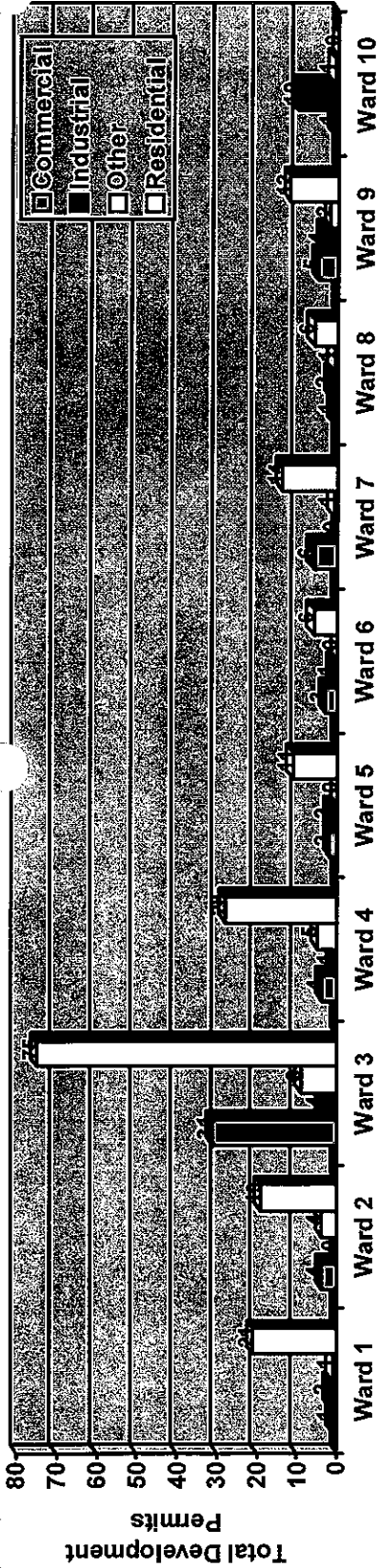


Development	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	Ward 6	Ward 7	Ward 8	Ward 9	Ward 10	Total
Commercial	4	0	20	4	5	2	7	1	5	7	55
Industrial	0	1	10	0	0	2	0	0	0	6	19
Other	1	0	7	0	0	0	6	0	1	4	19
Residential	8	5	82	31	8	4	9	5	15	4	172
Total	13	6	119	35	13	8	22	6	21	21	265

Development	Permits	Construction Cost
Commercial	55	\$2,571,200.00
Industrial	19	\$2,265,000.00
Other	19	\$3,879,046.00
Residential	172	\$10,169,616.00
TOTALS	265	\$18,884,862.00

Wards	Construction Cost
Ward 1	\$972,500.00
Ward 2	\$346,000.00
Ward 3	\$7,390,616.00
Ward 4	\$2,425,500.00
Ward 5	\$1,434,000.00
Ward 6	\$310,000.00
Ward 7	\$1,258,000.00
Ward 8	\$582,200.00
Ward 9	\$1,213,000.00
Ward 10	\$2,953,046.00
TOTAL	\$18,884,862.00

Mackenzie County
Development Summary
January 1, 2009 to December 31, 2009

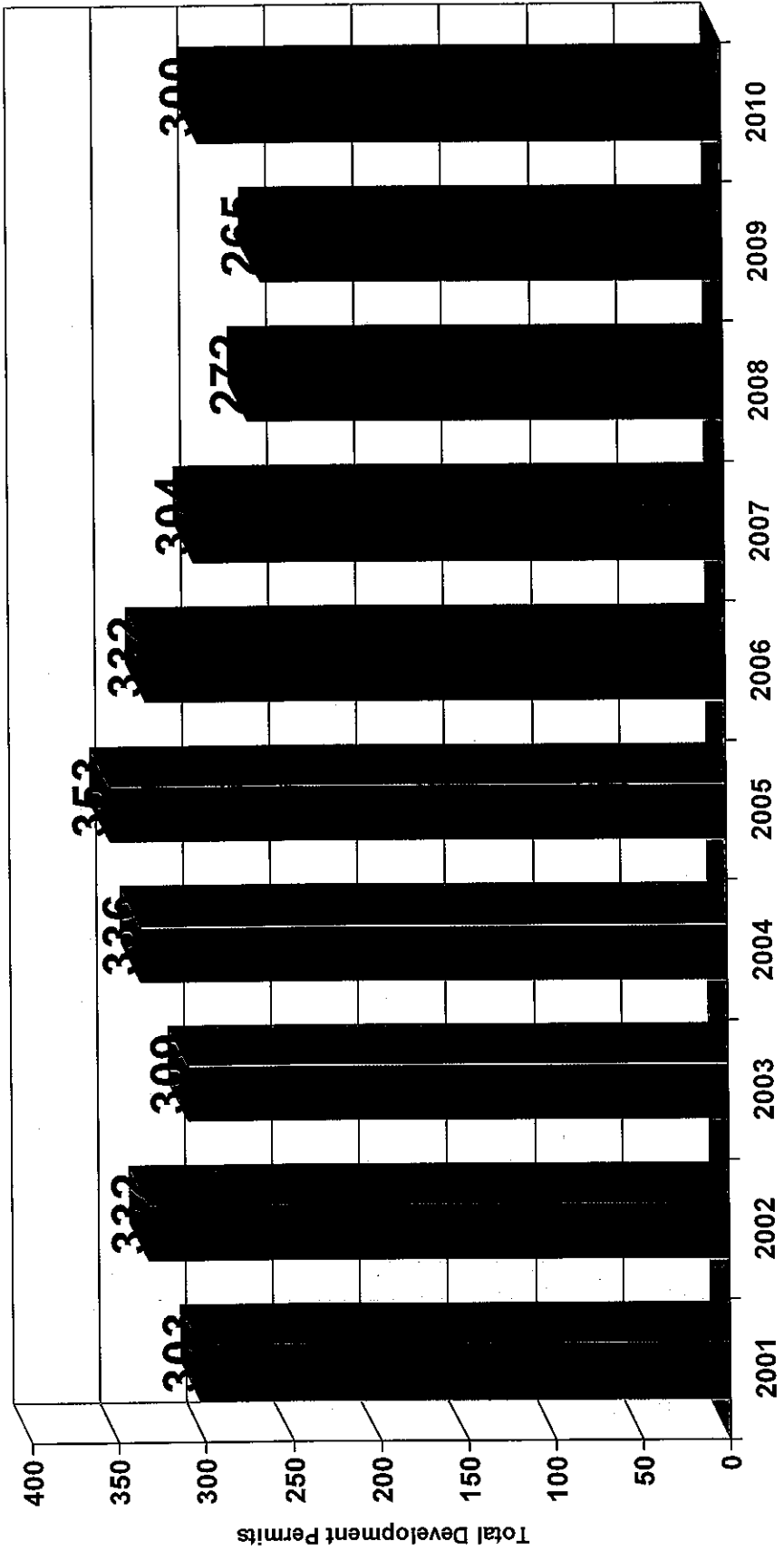


Development	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	Ward 6	Ward 7	Ward 8	Ward 9	Ward 10	Total
Commercial	1	4	31	4	2	3	6	1	5	1	58
Industrial	2	0	4	1	2	1	0	2	4	10	26
Other	1	4	9	5	0	0	1	1	2	1	24
Residential	21	19	75	28	11	6	14	6	12	0	192
Total	25	27	119	38	15	10	21	10	23	12	300

Development	Permits	Construction Cost
Commercial	58	\$4,022,000.00
Industrial	26	\$3,319,000.00
Other	24	\$6,663,992.00
Residential	192	\$14,803,816.10
TOTALS	265	\$28,808,808.10

Wards	Construction Cost
Ward 1	\$2,483,482.75
Ward 2	\$2,906,681.35
Ward 3	\$12,928,542.00
Ward 4	\$2,944,577.00
Ward 5	\$848,000.00
Ward 6	\$925,500.00
Ward 7	\$1,328,025.00
Ward 8	\$1,061,000.00
Ward 9	\$1,734,000.00
Ward 10	\$1,649,000.00
TOTAL	\$28,808,808.10

**Mackenzie County
Development Summary
January 1, 2009 to December 31, 2010**



Mackenzie County
Total Development Permit Report
2001-2010

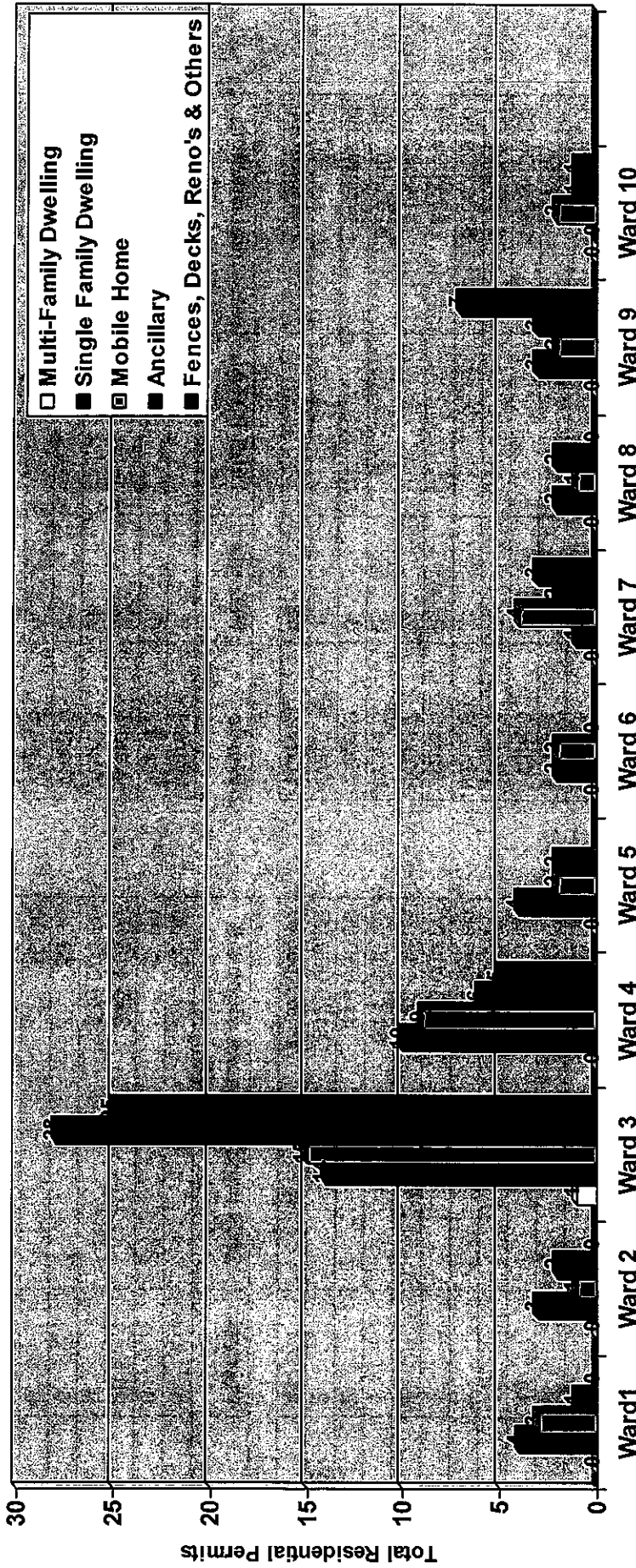
Wards	Permits	Multi-Family Dwelling Construction Cost
Ward 1		
Ward 2		
Ward 3	1	\$200,000.00
Ward 4		
Ward 5		
Ward 6		
Ward 7		
Ward 8		
Ward 9		
Ward 10		
TOTAL	1	\$200,000.00

Wards	Permits	Single Family Dwelling Construction Cost
Ward 1	6	\$660,025.00
Ward 2	11	\$1,510,000.00
Ward 3	26	\$6,460,000.00
Ward 4	14	\$1,281,000.00
Ward 5	2	\$366,000.00
Ward 6	1	\$10,000.00
Ward 7	1	\$224,000.00
Ward 8	2	\$130,000.00
Ward 9	7	\$965,000.00
Ward 10	0	\$0.00
TOTAL	69	\$11,606,525.00

Wards	Permits	Mobile Home Construction Cost
Ward 1	1	\$25,000.00
Ward 2	2	\$300,000.00
Ward 3	20	\$995,258.00
Ward 4	6	\$138,000.00
Ward 5	3	\$182,000.00
Ward 6	0	\$0.00
Ward 7	1	\$129,000.00
Ward 8	0	\$0.00
Ward 9	11	\$810,000.00
Ward 10	5	\$241,157.00
TOTAL	49	\$2,820,415.00

Wards	Permits	TOTAL Residential Building Activity
Ward 1	7	\$685,025.00
Ward 2	13	\$1,810,000.00
Ward 3	46	\$7,655,258.00
Ward 4	20	\$1,419,000.00
Ward 5	5	\$548,500.00
Ward 6	1	\$10,000.00
Ward 7	2	\$353,000.00
Ward 8	2	\$130,000.00
Ward 9	18	\$1,775,000.00
Ward 10	5	\$241,157.00
TOTAL	119	\$14,626,940.00

**Mackenzie County
Residential Development Permit Application
January – December, 2009**



Residential Development	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	Ward 6	Ward 7	Ward 8	Ward 9	Ward 10	Total
Multi-Family Dwelling	0	0	1	0	0	0	0	0	0	0	1
Single Family Dwelling	3	3	14	14	4	0	1	2	3	0	40
Mobile Homes	4	0	14	14	2	2	4	1	2	2	41
Ancillary (Additional, Garages)	1	2	28	25	6	2	2	3	3	1	49
Fences, Decks, Reno's & Others	0	0	0	82	5	0	3	0	7	1	41
Total	8	5	82	31	8	4	9	6	15	4	172

Wards	Permits	2009 Multi-Family Dwelling Construction Cost
Ward 1		
Ward 2		
Ward 3	1	\$510,000.00
Ward 4		
Ward 5		
Ward 6		
Ward 7		
Ward 8		
Ward 9		
Ward 10		
TOTAL	1	\$510,000.00

Wards	Permits	2009 Single Family Dwelling Construction Cost
Ward 1	3	\$460,000.00
Ward 2	3	\$296,000.00
Ward 3	14	\$2,461,000.00
Ward 4	10	\$1,588,000.00
Ward 5	4	\$815,000.00
Ward 6	0	\$0.00
Ward 7	1	\$20,000.00
Ward 8	2	\$250,000.00
Ward 9	3	\$595,000.00
Ward 10	0	\$0.00
TOTAL	40	\$6,485,000.00

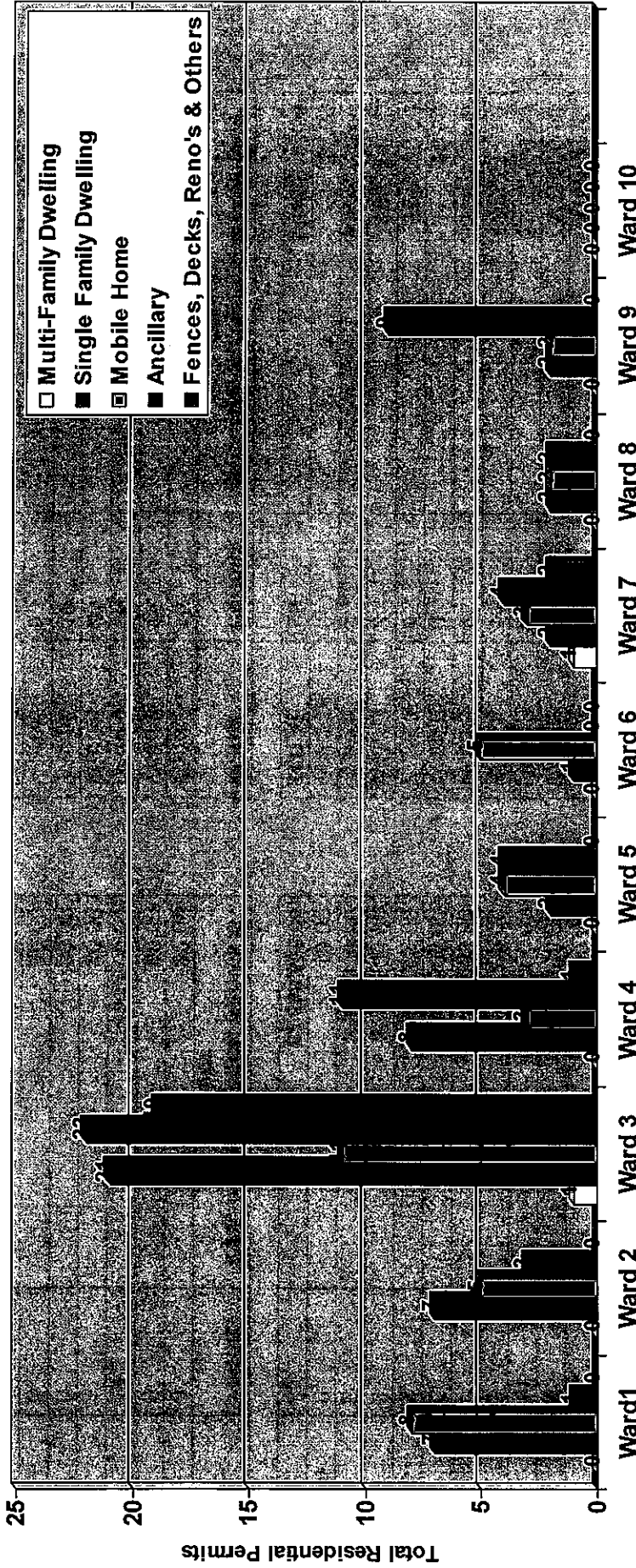
Wards	Permits	2009 Mobile Home Construction Cost
Ward 1	4	\$272,500.00
Ward 2	0	\$0.00
Ward 3	14	\$421,000.00
Ward 4	10	\$586,000.00
Ward 5	2	\$104,000.00
Ward 6	2	\$5,000.00
Ward 7	4	\$225,000.00
Ward 8	1	\$130,000.00
Ward 9	2	\$10,000.00
Ward 10	2	\$120,000.00
TOTAL	41	\$1,873,500.00

Wards	Permits	2009 Ancillary Building (Additions, Garages Detached & Attached)
Ward 1	1	\$30,000.00
Ward 2	2	\$50,000.00
Ward 3	28	\$465,000.00
Ward 4	6	\$170,000.00
Ward 5	2	\$100,000.00
Ward 6	2	\$30,000.00
Ward 7	2	\$14,300.00
Ward 8	3	\$201,500.00
Ward 9	3	\$75,000.00
Ward 10	1	\$0.00
TOTAL	49	\$1,135,800.00

Wards	Permits	2009 Fences, Decks, Reno's & Others
Ward 1	0	\$0.00
Ward 2	0	\$0.00
Ward 3	25	\$95,116.00
Ward 4	5	\$30,000.00
Ward 5	0	\$0.00
Ward 6	0	\$0.00
Ward 7	3	\$7,200.00
Ward 8	0	\$0.00
Ward 9	7	\$33,000.00
Ward 10	1	\$0.00
TOTAL	41	\$165,316.00

Wards	Permits	2009 TOTAL Residential Building Activity
Ward 1	8	\$762,500.00
Ward 2	6	\$346,000.00
Ward 3	82	\$3,952,116.00
Ward 4	30	\$2,374,000.00
Ward 5	8	\$1,019,000.00
Ward 6	4	\$35,000.00
Ward 7	10	\$266,500.00
Ward 8	5	\$581,500.00
Ward 9	15	\$713,000.00
Ward 10	4	\$120,000.00
TOTAL	172	\$10,169,616.00

**Mackenzie County
Residential Development Permit Application
January – December, 2010**



Residential Development	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	Ward 6	Ward 7	Ward 8	Ward 9	Ward 10	Total
Multi-Family Dwelling	0	0	0	1	0	0	1	0	0	0	2
Single Family Dwelling	7	7	21	8	2	1	2	2	2	0	52
Mobile Homes	8	5	11	3	4	5	3	2	2	0	43
Ancillary (Additional, Garages)	1	3	22	11	4	0	4	2	9	0	56
Fences, Decks, Reno's & Others	0	0	19	1	0	0	2	0	0	0	22
Total	16	15	74	23	10	6	12	6	13	0	175

Wards	Permits	2010 Multi-Family Dwelling Construction Cost
Ward 1		
Ward 2		
Ward 3	1	\$400,000.00
Ward 4		
Ward 5		
Ward 6		
Ward 7	1	\$220,000.00
Ward 8		
Ward 9		
Ward 10		
TOTAL	2	\$620,000.00

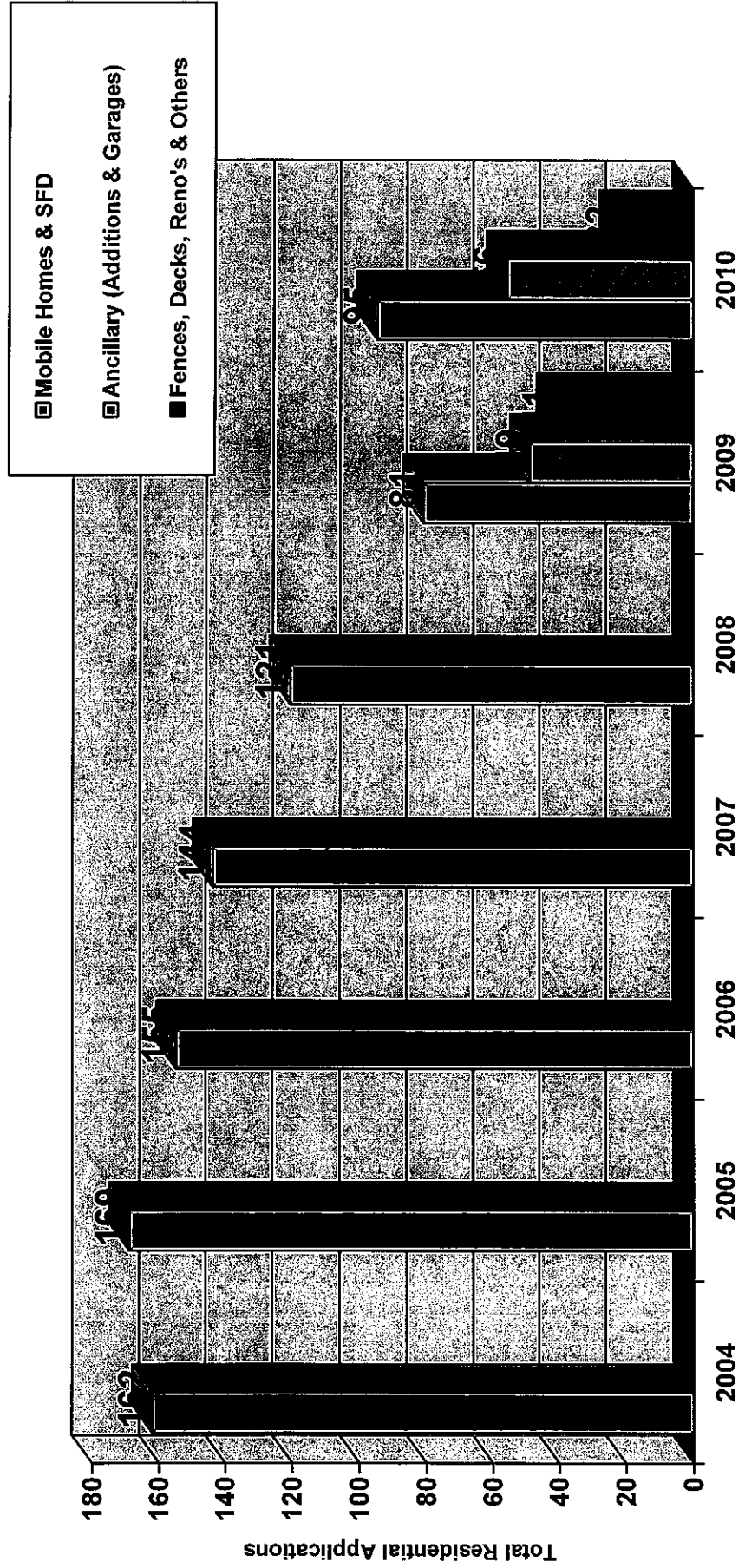
Wards	Permits	2010 Mobile Home Construction Cost
Ward 1	8	\$403,500.00
Ward 2	5	\$340,000.00
Ward 3	11	\$355,000.00
Ward 4	3	\$250,000.00
Ward 5	4	\$258,000.00
Ward 6	5	\$214,500.00
Ward 7	3	\$347,000.00
Ward 8	2	\$295,500.00
Ward 9	2	\$145,000.00
Ward 10	0	\$0.00
TOTAL	43	\$2,608,500.00

Wards	Permits	2010 Fences, Decks, Reno's & Others
Ward 1	0	\$0.00
Ward 2	0	\$0.00
Ward 3	19	\$55,800.00
Ward 4	1	\$0.00
Ward 5	0	\$0.00
Ward 6	0	\$0.00
Ward 7	2	\$11,000.00
Ward 8	0	\$0.00
Ward 9	0	\$0.00
Ward 10	0	\$0.00
TOTAL	22	\$66,800.00

Wards	Permits	2010 Single Family Dwelling Construction Cost
Ward 1	7	\$1,140,000.00
Ward 2	7	\$1,157,000.00
Ward 3	21	\$4,665,000.00
Ward 4	8	\$1,327,000.00
Ward 5	2	\$437,000.00
Ward 6	1	\$150,000.00
Ward 7	2	\$380,000.00
Ward 8	2	\$355,000.00
Ward 9	2	\$370,000.00
Ward 10	0	\$0.00
TOTAL	52	\$9,981,000.00

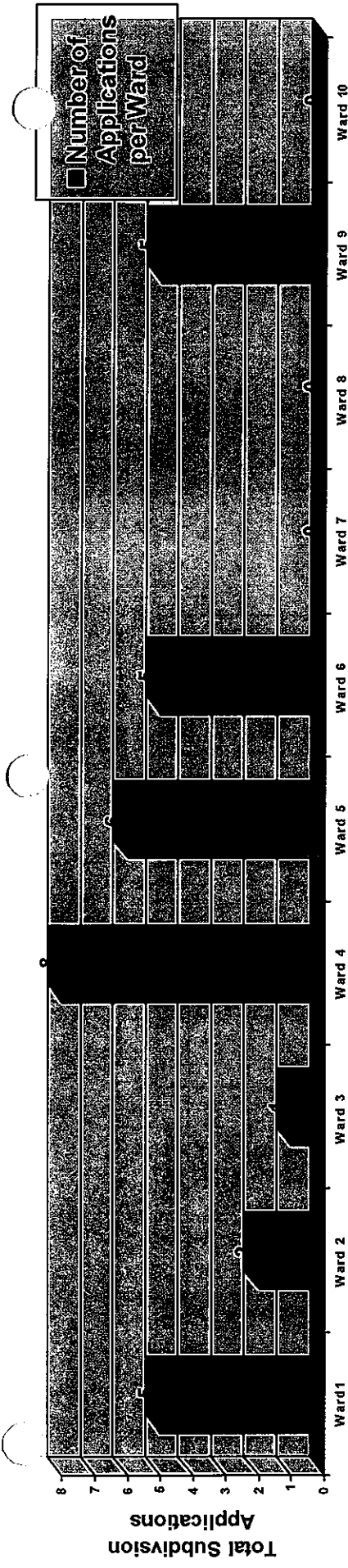
Wards	Permits	2010 Ancillary Building (Additions, Garages Detached & Attached)
Ward 1	1	\$10,000.00
Ward 2	3	\$60,000.00
Ward 3	22	\$570,050.00
Ward 4	11	\$212,577.00
Ward 5	4	\$70,500.00
Ward 6	0	\$0.00
Ward 7	4	\$41,000.00
Ward 8	2	\$46,000.00
Ward 9	9	\$326,000.00
Ward 10	0	\$0.00
TOTAL	56	\$1,336,127.00

Wards	Permits	2010 TOTAL Residential Building Activity
Ward 1	16	\$1,553,500.00
Ward 2	15	\$1,557,000.00
Ward 3	74	\$6,045,850.00
Ward 4	23	\$1,789,577.00
Ward 5	10	\$765,500.00
Ward 6	6	\$364,500.00
Ward 7	12	\$999,000.00
Ward 8	6	\$696,500.00
Ward 9	13	\$841,000.00
Ward 10	0	\$0.00
TOTAL	175	\$14,612,427.00



**Mackenzie
Residential Development Permit Application Report
January – December, 2004 - 2010**

2010

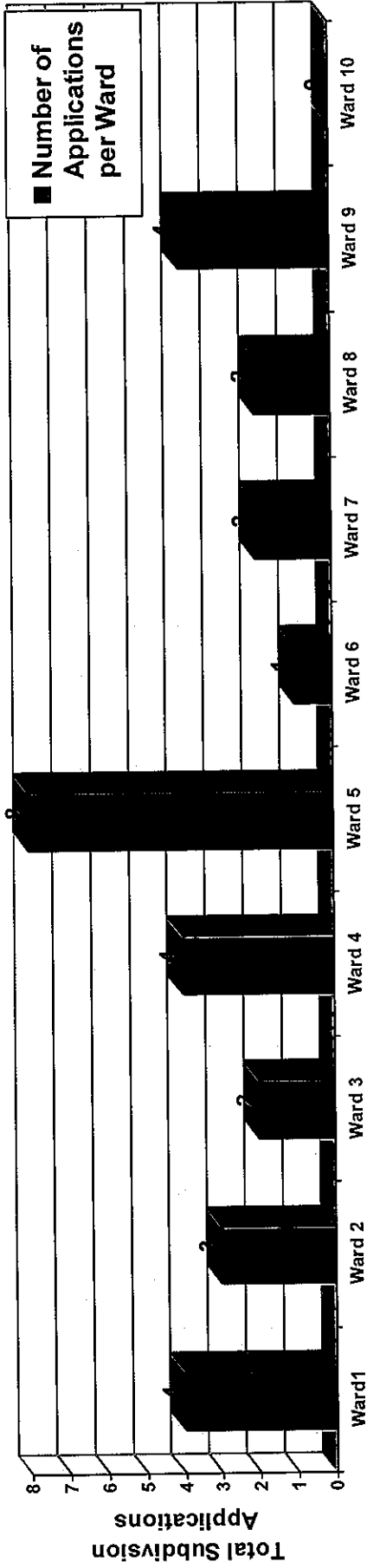


Approved Subdivision Applications	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	Ward 6	Ward 7	Ward 8	Ward 9	Ward 10	Total
Urban	0	0	1	0	0	0	0	0	0	0	1
Rural	5	2	0	6	7	5	0	0	5	0	30
Rural Multi Lot	0	0	0	2	0	0	0	0	0	0	2
Total	5	2	1	8	7	5	0	0	5	0	33

Wards	Number of Lots	Rural in Acres	Multi Rural in Acres	Urban in Acres	Boundary Adjustments in Acres
Ward 1	7	53.81	0	0	0
Ward 2	2	13	0	0	1.78
Ward 3	1	N/A	0	3.19	0
Ward 4	35	67.69	112.76	0	0.32
Ward 5	7	60.92	0	0	0
Ward 6	5	46.68	0	0	0
Ward 7	0	N/A	0	0	0
Ward 8	0	0	0	0	0
Ward 9	5	75	0	0	20
Ward 10	0	N/A	0	0	0
TOTAL	62	317.10	112.76	3.19	2.1

**Mackenzie County
Approved Subdivision
Application Summary
January 1 to December 31,
2008**

Total amount of area subdivided from January till December 2008 – 435.15 acres

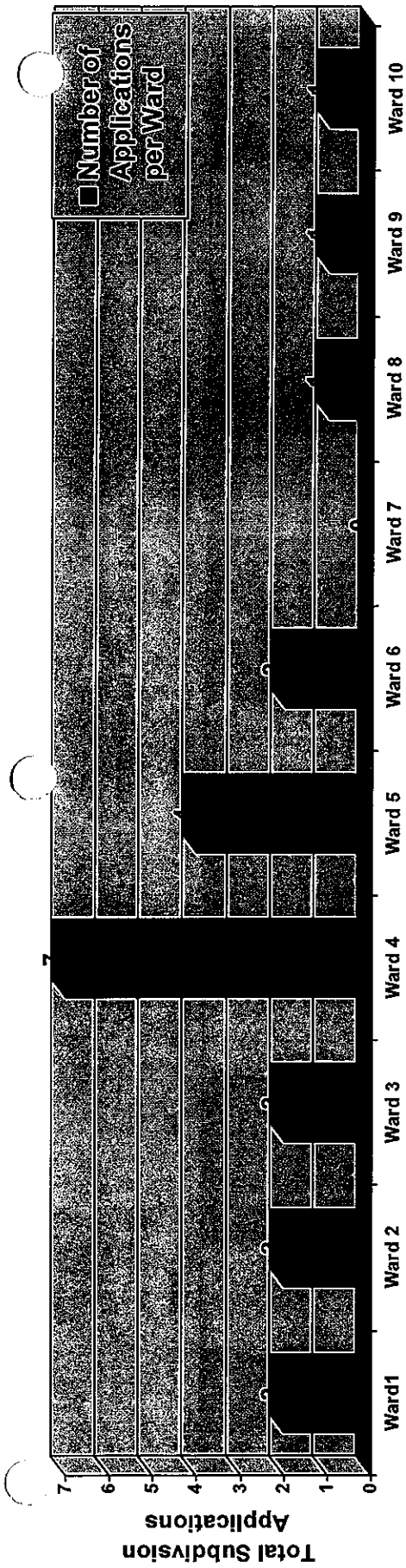


Approved Subdivision Applications	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	Ward 6	Ward 7	Ward 8	Ward 9	Ward 10	Total
Urban	0	0	2	0	0	0	2	0	0	0	4
Rural	4	3	0	4	8	1	0	2	4	0	26
Rural Multi Lot	0	0	0	0	0	0	0	0	0	0	0
Total	4	3	2	4	8	1	2	2	4	0	30

Wards	Number of lots	Rural in Acres	Multi Rural in Acres	Urban in Acres	Boundary Adjustments in Acres
Ward 1	4	53.35	0	0	0
Ward 2	3	87.2	0	0	0
Ward 3	63	N/A	0	4.08	0
Ward 4	4	58.72	0	0	0
Ward 5	6	67.87	0	0	0
Ward 6	1	36.68	0	0	0
Ward 7	2	N/A	0	0.22	0
Ward 8	2	3.8	0	0	8.61
Ward 9	4	25.92	0	0	20
Ward 10	0	N/A	0	0	0
TOTAL	89	353.54	0	4.30	28.61

Mackenzie County
Approved Subdivision
Application Summary
January 1 to December 31,
2009

Total amount of area subdivided from January till December 2009- 386.45 acres



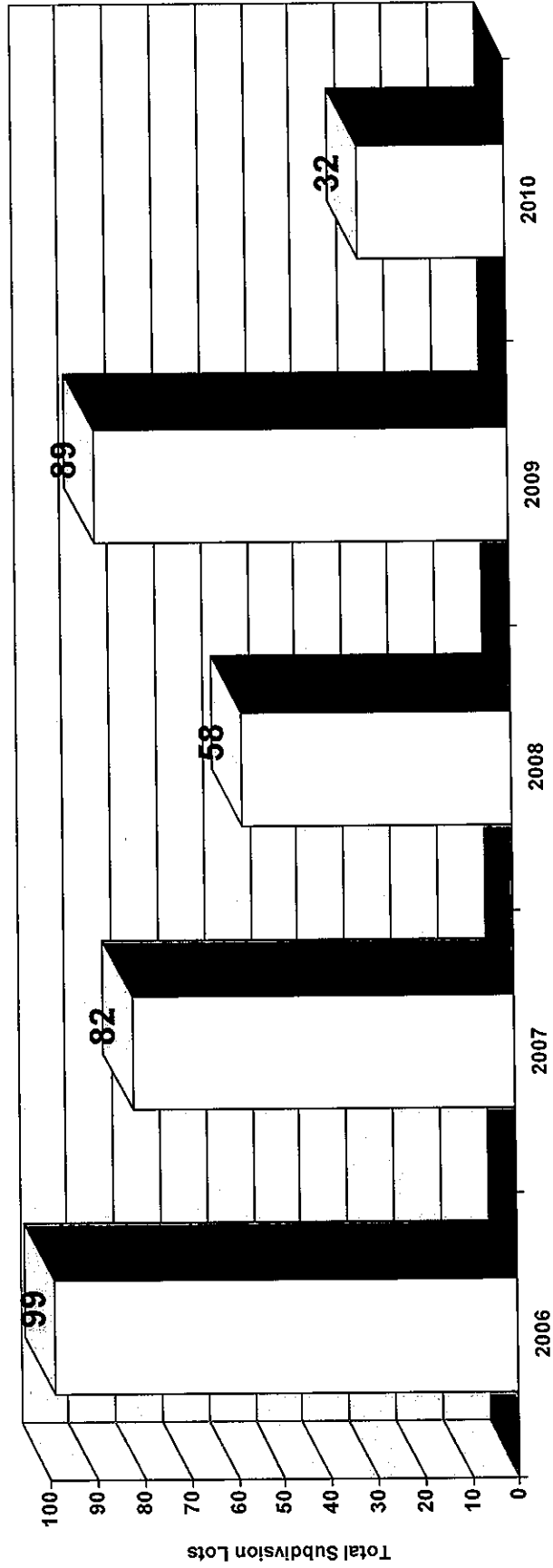
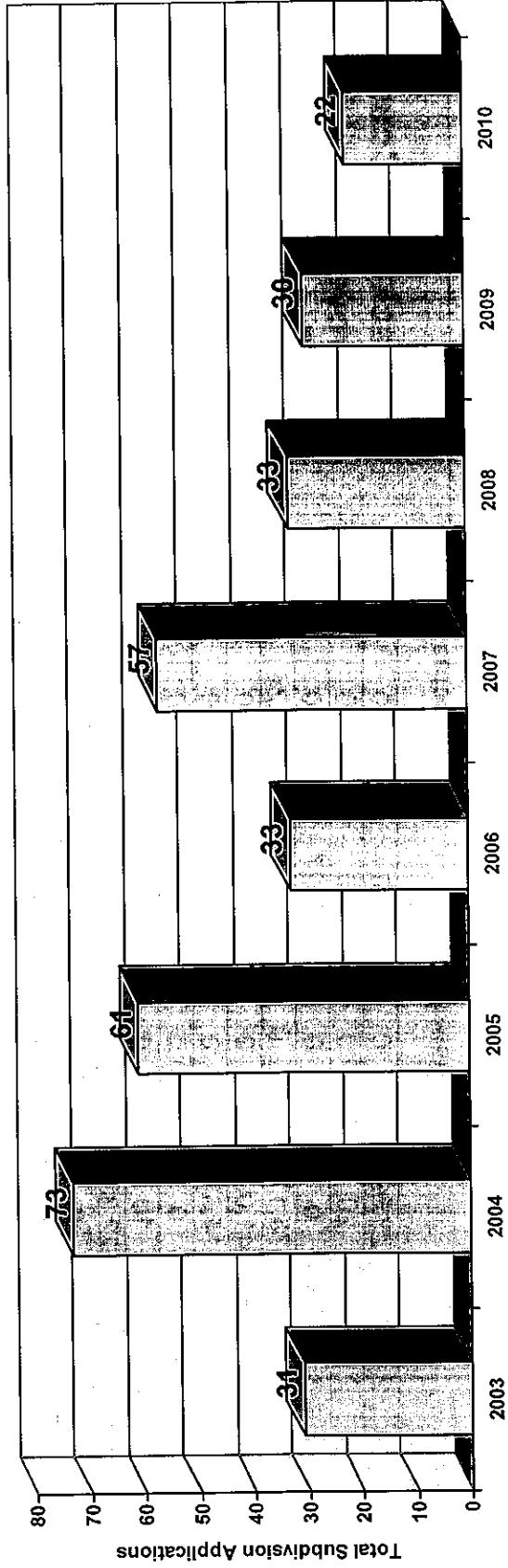
Approved Subdivision Applications	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	Ward 6	Ward 7	Ward 8	Ward 9	Ward 10	Total
Urban	0	0	2	0	0	0	0	0	0	0	2
Rural	2	2	0	7	4	2	0	1	1	1	20
Rural Multi Lot	0	0	0	0	0	0	0	0	0	0	0
Total	2	2	2	7	4	2	0	1	1	1	22

Wards	Number of lots	Rural in Acres	Multi Rural in Acres	Urban in Acres	Boundary Adjustments in Acres
Ward 1	2	23.69	0	0	0
Ward 2	2	20	0	0	0
Ward 3	2	0	0	5.27	0
Ward 4	7	75.11	0	0	7.24
Ward 5	4	41.06	0	0	0
Ward 6	2	14.32	0	0	0
Ward 7	0	0	0	0	0
Ward 8	1	10	0	0	0
Ward 9	1	22.33	0	0	0
Ward 10	1	0	0	21.91	0
TOTAL	22	206.51	0	27.18	7.24

**Mackenzie County
Approved Subdivision
Application Summary
January 1 to December 31,
2010**

Total amount of area subdivided from January till December 2010- 240.93 acres

Mackenzie County
2003-2010 Total Subdivision Applications



2006-2010 Total Subdivision Lots Created



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	February 8, 2011
Presented By:	John Klassen, Director of Operations-South
Title:	Bylaw 794-11 Traffic Regulation

BACKGROUND / PROPOSAL:

As per Motion 11-01-051:

“That Bylaw 794/11 being a traffic regulation bylaw for Mackenzie County be brought back to Council for further review of truck routes.”

We attach for your perusal a “draft” Bylaw 794-11 for your review.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

RECOMMENDED ACTION:

Motion 1

That first reading be given to Bylaw 794-11 being a traffic regulation bylaw for Mackenzie County.

Motion 2

That second reading be given to Bylaw 794-11 being a traffic regulation bylaw for Mackenzie County.

Author: Pauline Short

Review By: _____

CAO 

Motion 3 (requires unanimous)

That consideration be given to go to third reading of Bylaw 794-11 being a traffic regulation bylaw for Mackenzie County.

Motion 4

That third and final reading be given to Bylaw 794-11 being a traffic regulation bylaw for Mackenzie County.

Author: _____ Reviewed by: _____ CAO _____

BYLAW NO. ~~192/99-794-11~~

**BEING A BYLAW OF THE
~~MUNICIPAL DISTRICT OF MACKENZIE NO. 23~~
MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA
TO REGULATE TRAFFIC IN THE
~~MUNICIPAL DISTRICT OF MACKENZIE NO. 23~~
MACKENZIE COUNTY**

WHEREAS the ~~Highway Traffic Act, Revised Statutes of Alberta 1980, Chapter H-7~~ **Traffic Safety Act, Revised Statutes of Alberta 2000, Chapter T-6** and all amendments and successors thereto, ~~Section 16(1) and Section 16(2)~~ **Section 13 and 14** empowers the Municipal council to pass bylaws dealing with the regulation, control and management of vehicle, animal and pedestrian traffic;

AND WHEREAS the Municipal Government Act, **Revised** Statutes of Alberta, ~~1994-2000, Chapter M-26.4,~~ gives a municipality certain powers in regard to transport and transport systems;

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

PART 1 TITLE AND DEFINITIONS

1. This bylaw may be cited as the "Traffic Bylaw".
2. In this bylaw, unless the content otherwise requires, the word, term, or expression:
 - a) **"ACT"** means the **Municipal Government Act, RSA, 2000, Chapter M-26** and amendments thereto, the **Provincial Offences Procedure Act, RSA 2000, Chapter P-34** and amendments thereto, the **Traffic Safety Act, RSA 2000, Chapter T-6** and amendments thereto.
 - b) **"Alley"** shall mean a narrow highway providing access to the rear of buildings and parcels of land including utility lanes.
 - c) **"Chief Administrative Officer"** shall mean the Chief Administrative Officer for the ~~Municipal District of Mackenzie No. 23~~ **Mackenzie County**.

- d) **“Council”** shall mean the Municipal Council of the ~~Municipal District of Mackenzie No. 23~~ **Mackenzie County**.
- e) **“County”** means **Mackenzie County**.
- f) **“Crossing/Crosswalk”** means that areas used or constructed to provide access from the highway.
- g) **“Emergency Vehicle”** means a vehicle operated by a law enforcement agency, fire department, or ambulance.
- h) **“Heavy Vehicle”** shall mean a vehicle that is properly registered to operate on a highway in Alberta having a licensed maximum gross weight in accordance with the ~~Motor Transport Act of the Province of Alberta, as amended, and the Motor Vehicle Administration Act~~ **Traffic Safety Act** of the Province of Alberta, as amended, of more than five thousand five hundred kilograms (5,500 kg) or exceeding ten meters (10.0 m) in length, excluding a recreational vehicle.
- i) **“Highway”** shall mean any thoroughfare, street, road, trail, avenue, parkway, driveway, viaduct, lane, alley, square, bridge, causeway, trestleway, or other place, whether publicly or privately owned, any part of which the public is ordinarily entitled or permitted to use for the passage or parking of vehicles, and includes
 - i) a sidewalk, (including the boulevard portion of the sidewalk),
 - ii) if a ditch lies adjacent to and parallel with the roadway, the ditch, and
 - iii) if a highway right of way is contained between a fence and one side of the roadway, all the land between the fences, or all the land between the fence and the edge of the roadway, as cause may be,

but

 - e.1) does not include a place declared by the Lieutenant Governor in council not to be a highway.
- j) **“Municipality”** shall mean the ~~Municipal District of Mackenzie No. 23~~ **Mackenzie County**.
- k) **“Owner”** shall include any person renting a motor vehicle or having the exclusive use of it under a lease or otherwise for a period of more than 30 days or the registered owner of the vehicle pursuant

to the ~~Motor Vehicle Administration Act~~ **Traffic Safety Act** of Alberta.

- l) **“Park”** shall mean to allow a vehicle (whether occupied or not) to remain standing in one place, except
 - i) when standing temporarily for the purpose of and while actually engaged in loading or unloading passengers, or
 - ii) when standing in obedience to a peace officer or traffic control device.
- m) **“Peace Officer”** shall mean a member of a Royal Canadian Mounted Police, a Bylaw Enforcement Officer appointed by the Municipality, or Special Constable appointed by Alberta Justice for the ~~Municipal District of Mackenzie No.23~~ **Mackenzie County**.
- n) **“Pedestrian”** shall mean a person afoot or a person in a wheel chair.
- o) **“Person”** shall mean any individual, corporation, society, association, partnership or firm.
- p) **“Roadway”** shall mean that part of a highway intended for use of vehicular traffic.
- q) **“Stop”** shall mean
 - i) when required, a complete cessation from vehicular movement, and
 - ii) when prohibited, any halting even momentarily of a vehicle, whether occupied or not, except when in compliance with the directions of a Peace Officer or traffic control device.
- r) **“Street Furniture”** shall mean every curb, sidewalk, pole, traffic control device, waste receptacle, tree, plant, grass or any other property belonging to the Municipality.
- s) **“Tow Truck”** shall mean a vehicle designed or adapted for towing of other vehicles from place to place.
- t) **“Tracked Vehicle”** shall mean a vehicle having metal spikes, lugs or cleats or bands projecting from the surface of the wheel or tire of such wheel or any vehicle or trailer having skids or not using triple grouser or flat surface tracks.

- u) **“Trailer”** shall mean a vehicle so designed that it may be attached to or drawn by a motor vehicle and intended to transport property or persons and includes any trailer that is designed, constructed and equipped as a dwelling place, living abode or sleeping place, either permanently or temporarily, but does not include machinery or equipment used in the construction or maintenance of highways.
- v) **“Traffic Control Device”** shall mean any sign, signal, marking, or device placed, marked or erected for the purpose of regulating, warning or guiding traffic.
- w) Whenever **“time”** is referred to in this Bylaw, it shall mean either Mountain Standard Time or Mountain Daylight Saving Time, which ever is proclaimed to be in effect by the Province of Alberta.
- x) **“Vehicle”** shall mean a device in, upon or by which a person or thing may be transported or drawn upon a highway.

PART 2 **PARKING**

- | | | | |
|-------------------------------------|----|-----|---|
| PROHIBITED
PARKING | 3. | (1) | No person or owner shall park or permit to be parked a vehicle for any period of time whatsoever at the following locations, namely: |
| EMERGENCY
DOOR | | (a) | where the vehicle may interfere with the use of a doorway intended as a fire or emergency exit from any building abutting the highway. |
| ENTRANCE TO
EMERGENCY
SERVICE | | (b) | in the entrance way to any fire hall, police station, ambulance station or to any ambulance entrance to any hospital. |
| NO PARKING | 4. | (1) | No person or owner shall park or permit to be parked any vehicle upon any portion of a highway which is marked with a traffic control device as “No Parking”. |
| | | (2) | No person or owner shall park or permit to be parked any vehicle upon any portion of a highway which is marked with a traffic control device as “No Parking” during the time indicated on the traffic control device. |

- TEMPORARY
"NO PARKING"
5. (1) Notwithstanding any other provision in this Bylaw, the Chief Administrative Officer or his/her designate may cause "No Parking" traffic control devices to be placed on or near a roadway for roadway maintenance or construction purposes.
- (2) After such traffic control devices are placed on or near a roadway, no person shall park on the portion of roadway contrary to provision of such traffic control devices.
- (3) When roadway maintenance or construction commences, any vehicle parked on a roadway prohibited by a traffic control device may be removed pursuant to section 16 hereof.
- NO STOPPING
6. No person or owner shall stop or permit to be stopped any vehicle upon any portion of a highway which is marked with a traffic control device as "No Stopping".
- DISABLED
PERSONS
PARKING
7. (1) The Chief Administrative Officer or his/her designate is hereby delegated authority to establish parking places on property that the public is ordinarily entitled or permitted to use for the passage or parking of vehicles, for the exclusive use of persons with disabilities who display on their vehicles a handicap placard or license plate that is issued or recognized by the Solicitor General.
- (2) No person or owner shall park or permit to be parked a vehicle in a parking place marked for the use of persons with disabilities, on public or private property that the public is ordinarily entitled or permitted to use for the passage or parking of vehicles, unless:
- (i) the vehicle displays a handicap placard or license plate that is issued or recognized by the Solicitor General, and
- (ii) the vehicle is operated by, or being used to transport a disabled person.
- FIRE LANE
8. (1) The Chief Administrative Officer or his/her

designate is hereby delegated authority to establish Fire lanes on property that the public is ordinarily entitled or permitted to use for the passage or parking of vehicles, for the exclusive use of Emergency vehicles as defined in the ~~Highway Traffic Act~~ **Traffic Safety Act** of Alberta.

- (2) No person or owner shall park or permit to be parked a vehicle in a designated Fire lane on property that the public is ordinarily entitled or permitted to use for the passage or parking of vehicles, unless:
- (i) the vehicle is a Emergency vehicle as defined in the ~~Highway Traffic Act~~ **Traffic Safety Act** of Alberta.

UNATTACHED TRAILER 9. No person or owner shall park or permit to be parked a trailer upon a highway unless the trailer is attached to a vehicle by which it may be drawn.

PARK IN ALLEY 10. No person or owner shall park or permit to be parked any vehicle in an alley except for the purpose of loading or unloading delivery of goods, wares, or merchandise.

PART 3 RULES FOR OPERATION OF VEHICLES

- TRACKED VEHICLE 11. (1) Unless written authorization to do so has been issued by the Chief Administrative Officer or his/her designate, no person shall operate on a highway;
- (a) a vehicle or trailer having metal spikes, lugs or cleats or bands projecting from the surface of the wheel or tire of such vehicle, or
- (b) any vehicle or trailer having skids or not using triple grouser or flat surface tracks, excluding a graveled highway.
- (2) The Tracked Vehicle written authorization must be in the possession of the operator of the

tracked vehicle being operated and shall be produced to a Peace Officer on demand.

- MOVE LOAD 12. Any person moving a load or any portion of a Load shall comply with the ~~Motor Transport Act~~ **Traffic Safety Act**, ~~Public Vehicle Dimension and Weight Regulation~~.

PART 4 **CONTROLLED OR RESTRICTED HIGHWAYS**

- HEAVY
VEHICLE
TRAFFIC 13. (1) No operator or owner of a heavy vehicle shall travel or park within the Hamlets of Fort Vermilion and La Crete unless along the designated truck route of the municipality in Fort Vermilion Schedule "~~B~~", "~~A~~" in La Crete Schedule "~~C~~", "~~B~~" attached and forming part of this bylaw.
- (2) A vehicle shall not be deemed in contravention of section 13(1), if the vehicle was being operated on the most direct and most practical route between the premises or location concerned with the loading or unloading of his product of business.
- (3) Heavy vehicles may operate or park on a highway providing the vehicle complies with all weight and length restrictions as stipulated by traffic control devices.

PART 5 **MISCELLANEOUS**

- FIRES 14. No person shall pass beyond a point designated by a Peace Officer or a member of the Municipal Fire Department near the location of a fire.
- DAMAGE TO
STREET
FURNITURE OR
HIGHWAY 15. (1) No person shall damage, mark or deface any street furniture of the Municipality.
- (2) No person shall break, cut or otherwise damage a highway unless authorized by the municipality for maintenance purposes.

- (3) Any person found in contravention of section 15(1) or 15(2) shall be responsible for the repair or replacement costs of the damage, in addition to any fine or penalty imposed in respect to the violation.

PART 6 ENFORCEMENT

AUTHORITY TO ENFORCE 16. Any Peace Officer is hereby authorized to enforce this bylaw.

- REMOVAL AND IMPOUNDMENT OF VEHICLE 17. (1) Any Peace Officer is hereby authorized to remove or cause to be removed any vehicle;
- (a) Parked in contravention of a provision of the bylaw; or
 - (b) Where emergency conditions may require such removal from a highway.
- (2) (a) Any vehicle may be removed under section 17(1) by a regular towing service with an impound yard by a tow truck, where it will remain impounded until claimed by the owner.
- (b) No impounded vehicle shall be released to its owner until towing and storage charges have been paid; such charges shall be in addition to any fine or penalty imposed in respect of the said violation.

PART 7 PENALTIES

- 18. Penalties shall be applicable as per the Mackenzie County Fee Schedule Bylaw in place at the time of the offence.
- 19. A Peace Officer may serve a summons or offence notice in the form of a violation ticket or long information for a contravention of this bylaw, pursuant to the Provincial Offences Procedure Act. A Peace Officer may serve upon such a person a violation ticket allowing a payment of a specified penalty in the amount prescribed in ~~Schedule "A"~~ **the Fee Schedule Bylaw**, in lieu of prosecution for the offence.

PART 8 **EFFECTIVE DATE AND REPEAL OF BYLAW**

20. This bylaw repeals **Bylaw 192/99** ~~previous bylaw No. 101/97~~ and any amendments thereto, ~~for the regulation of truck traffic in the Hamlet of Fort Vermilion.~~

21. This bylaw shall come into effect upon third reading thereof.

First Reading given on the _____ day of _____, 2011.

Second Reading given on the _____ day of _____, 2011.

Third Reading and Assent given on the _____ day of _____, 2011.

Bill Neufeld
Reeve

William Kostiw
Chief Administrative Officer

BYLAW No. 192/99 794-11
Schedule "A"

SCHEDULE OF FINES

PARKING — PART 2

Offence	Section	Fine
Prohibited Parking — Emergency Exit Door	3(1)(a)	\$50.00
Prohibited Parking — Entrance to Emergency Service	3(1)(b)	\$50.00
Park in No Parking Zone Prohibited by Traffic Control Device	4(1)	\$30.00
Park in No Parking Zone During Prohibited Times	4(2)	\$30.00
Park in No Parking Zone Prohibited by Temporary Traffic Control Device	5 (2)	\$30.00
Stop in a No Stopping Zone Prohibited by Traffic Control Device	6	\$30.00
Park in a Disabled Person's Parking Space	7(2)	\$50.00
Park in Fire Lane	8(2)	\$50.00
Park an Unattached Trailer on Highway	9	\$30.00
Park in Alley	10	\$30.00

RULES FOR OPERATION OF VEHICLES — PART 3

Offence	Section	Fine
Drive Tracked Vehicle on Highway Without Authorization	11(1)	\$100.00
Fail to Produce Tracked Vehicle Authorization	11(2)	\$ 50.00

CONTROLLED AND RESTRICTED HIGHWAYS — PART 4

Offence	Section	Fine
Operate / Park Heavy Vehicle in Prohibited Area	13(1)	\$75.00


MISCELLANEOUS — PART 5

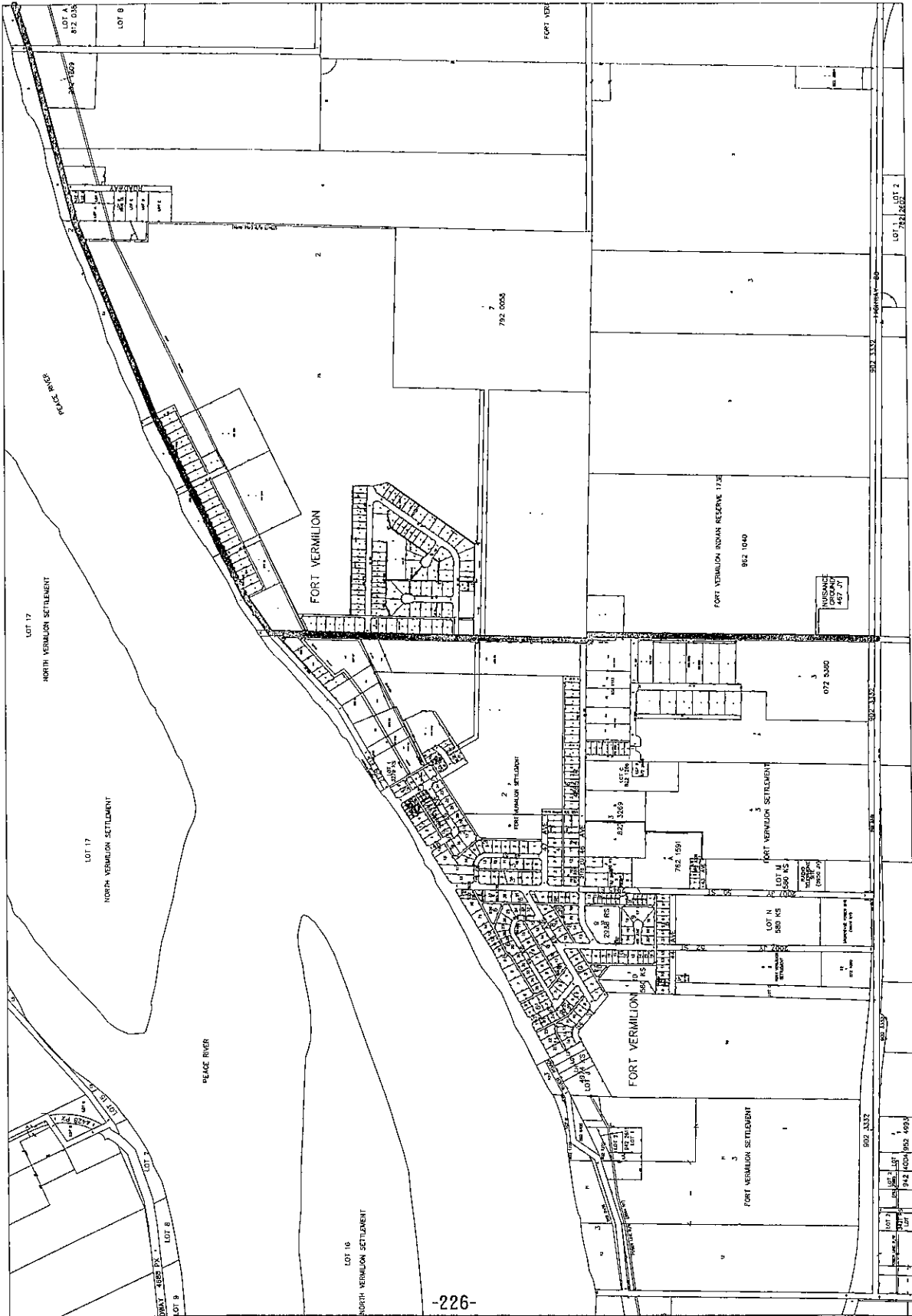
Offence	Section	Fine
Proceed Beyond Designated Point Near Fire	14	\$50.00
Cause Damage to Street Furniture	15(1)	Court
Cause Damage to Highway	15(2)	Court
Damage Costs for Sections 14(1) / 14(2)	15(3)	amount expended

BYLAW No. 794-11
Schedule "B" "A"

HAMLET OF FORT VERMILION
TRUCK ROUTE

Bylaw No. 794-11
 Schedule A
 Hamlet of Fort
 Vermilion
 Designated
 Truck Route


Legend:
 Truck Route

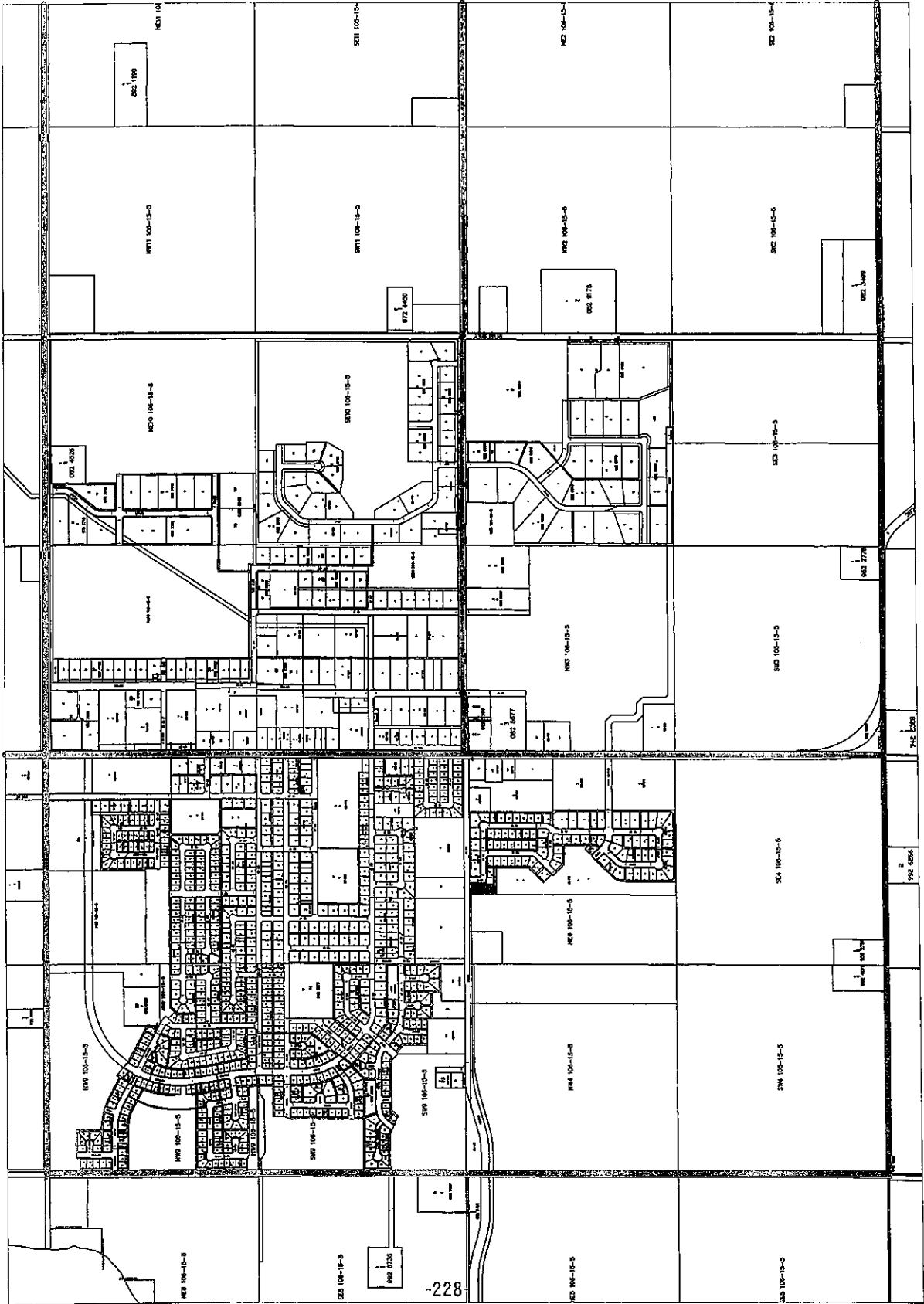


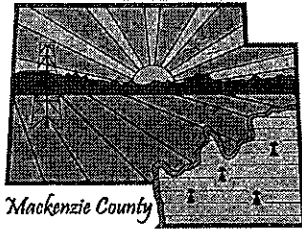
BYLAW No. 794-11
Schedule ~~"C"~~ "B"

HAMLET OF LA CRETE
TRUCK ROUTE

Bylaw No. 794-11
Schedule B
Hamlet of La Crete
Designated
Truck Route

Legend:
 Truck Route





MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	February 8, 2011
Presented By:	John Klassen, Director of Operations-South
Title:	Tompkins Fire Hall

BACKGROUND / PROPOSAL:

As per Council's Motion #11-01-077:

"That the Tompkins Fire Hall Construction tender be awarded to the lowest qualifying tender at Option B subject to budget amendment".

Administration received all tenders and upon review, we found a few mis-calculations and errors in a few bids and therefore, the lowest qualifying bidder is Ed Harder Construction.

OPTIONS & BENEFITS:

The building of the Tompkins Fire Hall will provide fire services for the Tompkins/Blue Hills area.

COSTS & SOURCE OF FUNDING:

2011 Capital Project Budget with additional required funds to be funded from the Emergency Services Reserve. Ed Harder Construction Tender is \$482,850.00. We currently have \$416,874.00 in our 2011 budget and will require an additional \$66,530.75 in order to complete this project.

Author: Pauline Short

Review By: _____

CAO 

RECOMMENDED ACTION:

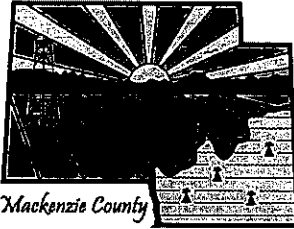
Motion #1

That the Tompkins Fire Hall Capital Project Budget be amended to include the additional funds required in the amount of \$66,530.75 with the additional funding coming from the Emergency Services Reserve.

Motion #2

That the Tompkins Fire Hall construction tender be awarded to Ed Harder Construction.

Author: Pauline Short **Reviewed by:** _____ **CAO** _____



MACKENZIE COUNTY

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	February 8, 2011
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Information/Correspondence

BACKGROUND / PROPOSAL:

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

	Page
• Action List	233
• Alberta Grain Elevator Researcher Releases: Vanishing Sentinels Volume II	237
• Highway 88 Letter of Support from Municipal District of Big Lakes	239
• Lobby Government Effectively	240
• Canadian Red Cross	241
• Alberta Beef Producers	243
• Municipal – GeoDiscover Alberta Portal	251
• Municipal Sustainability Strategy	253
• AUMA Mayors Caucuses and CAO Session	255
• Canada Post Parking	257
• Northern Lights Forest Education Society – December 8, 2010 Minutes and Terms of Reference	259
• Fort Vermilion Interagency Committee – January 6, 2011 Minutes	269
• Mighty Peace Tourist Association – November 29, 2010 Minutes	273
• Destination Marketing Organization – January 17, 2011 Minutes	285

RECOMMENDED ACTION:

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

Author: C. Gabriel Review by: CAO

**Mackenzie County
Action List as of January 24, 2011**

Council Meeting Motions Requiring Action

Motion	Action Required	Action By	Status	Budget
September 9, 2008 Council Meeting				
08-09-633	That the Parks & Recreation Committee explores other regional locations for a provincial campground.	Parks & Rec John K. Al Bill K.	In progress	\$0.00
August 11, 2009 Council Meeting				
09-08-643	That administration pursue the federal government in order to acquire a portion of the land for the third phase of the Fort Vermilion Walking Trail project as discussed.	Joulia Al Grant	In Progress	
May 11, 2010 Regular Council Meeting				
10-05-408	That Council continues to negotiate with the Town of High Level for comparable fire rates.	Council Joulia	In progress	
June 8, 2010 Regular Council Meeting				
10-06-510	That the airport committee investigate the pros and cons of a regional airport authority.	Bill Finance Committee	Under review	
June 23, 2010 Regular Council Meeting				
10-06-526	That Mackenzie County request that the Provincial Water and Waste Water branch amend the La Crete Lagoon discharge license to allow dual discharges per year.	John Bill	In progress (FOCUS)	
July 8, 2010 Regular Council Meeting				
10-07-605	That the draft agreements with Tallcree First Nations (Fire Protection Services Agreement, Water, Sewer and Solid Waste Agreement) be accepted subject to review by legal counsel.	Joulia Al Finance Committee	In progress Pending INAC review	
December 13, 2010 Special Council Meeting				
10-12-1078	That the Finance Committee reviews the bursary application and drafts a bursary policy for Council's consideration.	Joulia Finance	In progress	
December 14, 2010 Regular Council Meeting				
10-12-1094	That the La Crete airport building space lease be referred to the La Crete Building Committee to bring back a recommendation to Council.	John K. LC Building Committee	Under review	
10-12-1100	That the industrial truck fill rates be brought back for discussion in January.	Joulia	Feb. 2011	

Motion	Action Required	Action By	Status	Budget
10-12-1114	That the Mackenzie Housing Management Board request be TABLED to the next meeting for further information.	Joulia	In progress	
10-12-1120	That administration bring back options for the income approach for assessing golf courses.	Joulia	Under review	
10-12-1136	That the awarding of the Safety Codes Service contract be TABLED to the new year.	Marion	Feb. 8/11	
January 11, 2011 Regular Council Meeting				
11-01-012	That administration be authorized to release 50% payment equivalent to the County's share of the actual costs to construct a lift station as described in Bylaw 756/10 subject to substantial completion being issued by the County's representative engineering firm.	Joulia John Marion	In progress	
11-01-023	That the property located at Plan 032 5292, Block 1, Lot 1 (SW 5-109-16-W5M) be advertised for sale by sealed bid.	Joulia	In progress	
11-01-031	That administration be authorized to proceed as discussed regarding the road located at SW 31-109-18-W5M. (4 mile)	Al Joulia	In progress	
11-01-032	That the County secure land as discussed for municipal purposes. (land fill)	John Bill	In progress	
11-01-038	That the Terms of Reference, listing of goals and specific activities in progress from the external organizations (non-County committees and boards to which a County Councilor(s) have been appointed) be respectfully requested through the appointed Councilor(s) and that the external organizations' minutes be requested for Council's information on a regular basis.	Council		
11-01-041	That the County coordinate with Statistics Canada regarding the 2011 federal census.	Joulia Carol	In progress	
11-01-043	That administration be authorized to meet with the Footner Forest Products administration to endeavor to facilitate a re-opening of the High Level Mill.	Bill Bill	In progress	
January 14, 2011 Special Council (Budget) Meeting				
11-01-058	That the County pursue the option of the cost-plus basis for the County clients in order to accommodate the appropriate seniors in the proposed High Level Lodge.	Joulia Bill	In progress	
January 24, 2011 Regular Council Meeting				
11-01-072	That the tri-council meeting be moved to the last week of March.		Mar. 29/11	

Motion	Action Required	Action By	Status	Budget
11-01-074	That the ward boundaries be adjusted based on population, geographic area, distance, industry, and specialized municipality status with the assistance of Municipal Affairs.	Council CAO	In progress	
11-01-080	That the Director of Operations be authorized to negotiate additional hours for the La Crete Waste Transfer Station operations.	John	In progress	
11-01-081	That Plan 052 2048, Block 4, Lot 3 be made available for sale by sealed tender closing at 1:00 p.m., Wednesday, February 23, 2011 and be subject to subdivision of the lands as shown in Bylaw 705-09.	Marion	Feb. 23/11	
11-01-083	That a letter be sent to the Fire Commissioner in opposition to mandatory training for volunteer fire departments.	Bill		
11-01-087	That the waste management negotiations be referred back to the Waste Management Ad Hoc Task Force for further review.	John Al Don	In review	
11-01-092	That a letter be sent to the Fort Vermilion FCSS requesting regular meeting dates and a copy of approved meeting minutes.	Bill Carol		
11-01-093	That a letter be sent to Randy and Lorraine Renauer regarding the status of their Subdivision Application 23-SUB-09 on NE 22-110-19-W5M.	Marion Bill		
11-01-099	That Council authorizes John Szumlas to negotiate with the CAO candidate selected by Council and that he work with the Reeve and Deputy Reeve in the preparation of acceptable terms and conditions of the contract and report back to Council.	Council	Unknown	

cc gml.
Carol Gabriel

From: Jim A. Pearson [vanishingsentinels@gmail.com]
Sent: Monday, January 24, 2011 11:41 AM
To: scommer@newcap.ca
Subject: Press Release
Attachments: Volume II Book Order Form.pdf

PRESS RELEASE

FOR IMMEDIATE RELEASE

**Alberta grain elevator researcher releases
*Vanishing Sentinels Volume II:
The Remaining Grain Elevators Of Western Saskatchewan***

Alberta vatorologist Jim Pearson has released his second book on the remaining grain elevators of western Canada.

His new book focuses on the elevators in western Saskatchewan.

"I hope this book, like my first volume on the remaining grain elevators of Alberta and British Columbia helps people realize what we have lost, and emboldens them to help save some of the structures that remain," says Pearson, whose home is in Delia, Alberta. In 2007, Pearson completed his first book "*Vanishing Sentinels: The Remaining Grain Elevators of Alberta and British Columbia*" on CD in June 2007, and finally in print that same year. To date he has sold over 760 books in under three years.

He has traveled throughout Alberta, north-eastern British Columbia, western and parts of eastern Saskatchewan to raise awareness of the importance of the wooden grain elevator in the history of western Canada.

This interest has led to a successful business where he has published two books, several annual calendars and designed more than 200 card stock grain elevators. Pearson also provides public presentations to schools, historical societies and museums on the subject, and has also done scores of media interviews, including with *CBC Radio* in Calgary and *CTV Television* in Edmonton, Alberta.

In August of 2002, Jim began working on the project he called "Vanishing Sentinels". This is an on-going project which maps, records the company history of the grain elevators, and photographs the remaining standing elevators and annexes of Alberta and British Columbia.

Jim is now planning on another volume on the eastern Saskatchewan elevators, and a potential update to the Alberta/B.C. book as well.

For more information, please contact Pearson by telephone at (403) 364-3925, cell phone at (403) 650-6940 or email to: ncc2920@telusplanet.net.

Contact Information

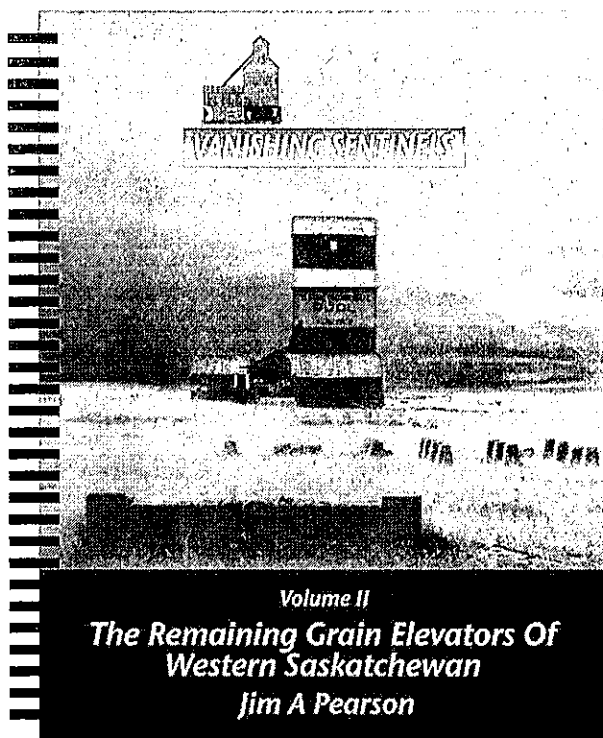
Phone: (403) 364-3925 Cell: (403) 650-6940
Box 36, Delia, Alberta T0J 0W0
ncc2920@telusplanet.net
<http://vanishingsentinels.ca>

Please see attached order form.

-30

Vanishing Sentinels Volume II

The Remaining Grain Elevators of Western Saskatchewan



This handsome spiral bound 372 book with laminated covers compiles the known history of the remaining wooden, steel, concrete and privately constructed elevators of Western Saskatchewan.

Combining diagrams describing the operation of a wooden grain elevator, along with maps, elevator and railroad history and color photos, this second volume would be an excellent addition to your library.

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Address: _____

Numbers of Books Ordered: _____ Total Cost: \$ _____

Mail to: Vanishing Sentinels Box 36, Delia, Alberta, Canada T0J 0W0

Please Make Cheque / Money Order Payable To "Jim Pearson"

To be delivered in January 2011

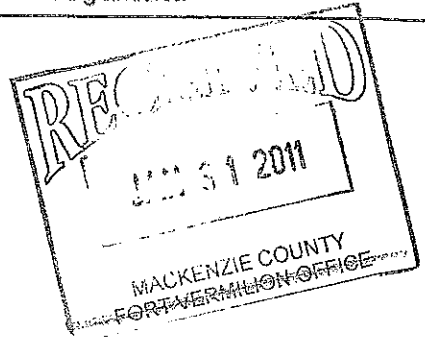
Email: ncc2920@telusplanet.net Phone (403) 364-3925

Website: http://web.me.com/difdbs/Vanish_W_Sask/Welcome.html

cc info

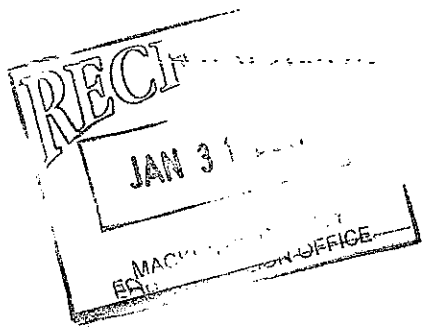


Box 239, High Prairie, Alberta, Canada T0G 1E0 Telephone: (780) 523-5955 Fax: (780) 523-4227
Email: biglakes@mdbiglakes.ca Website: www.mdbiglakes.ca



January 24, 2011

Mackenzie County
Box 640
Fort Vermillion, AB T0H 1N0



Dear Reeve and Council,

Re: Continuation of Highway 88 Paving

The MD of Big Lakes fully supports the continuation of paving of Highway 88 as well as attempts to provide for growth and for an increase in safety for the travelling public. The continuation of Highway 88 paving would provide great value towards the overall Northern Region Transportation corridors development.

Yours truly

Alvin Billings
Reeve

cc Joulia Whittleton, Director of Corporate Services

Carol Gabriel

From: Maurice Fritze [mfritze@shaw.ca]
Sent: Thursday, January 27, 2011 2:26 PM
To: Carol Gabriel
Subject: MacEwan University - Improve your government relations

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Friday, March 4, 8:30 – 4:30 p.m.
City Centre Campus

Course Number: PRDV-0855, \$345

Presenter: Maurice Fritze

Maurice has been a communications professional for over 20 years consulting with boards of Directors of over 25 diverse organizations. As a lobbyist, he has researched and created strategies to drive legislative and/or regulatory change. He has also organized and led grass-roots lobbying campaigns for political action committees and community groups, targeting elected and senior government officials up to the Premier level. Maurice is the recipient of the 1992 Governor General's Commemorative Medal, and has been recognized by the Alberta Justice Minister for over 100 mediations at Provincial Court.

Maurice is a dynamic presenter and is well respected for his strategic thinking, insight, patience, diplomacy and exceptional interpersonal skills in navigating sensitive situations.

Bring your particular message to this workshop for advice and fine-tuning.

To register: p: 780.497.5000,

cc info



**CANADIAN
RED CROSS**

January 28, 2011

GRANDE PRAIRIE BRANCH
9712 99 AVENUE
GRANDE PRAIRIE, AB
CANADA T8V 0R2
T : (780) 539-7127
F : (780) 538-3655
grandeprairie@redcross.ca

North-western Alberta Communities
Served by: Grande Prairie Branch
Canadian Red Cross
Disaster Management & HELP Programs

Re: Canadian Red Cross Information Package

Greetings,

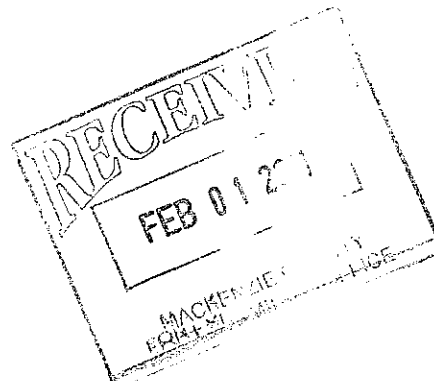
Through our Disaster Management and HELP Program services, the Canadian Red Cross is very proud of our contribution to north-western Alberta. As a volunteer driven organization, we are especially grateful for the dedication of our many volunteers throughout the region.

I am very pleased to enclose our information package for your review and trust that the enclosed will provide a brief overview of our organization and the services which we provide both in Grande Prairie and throughout our rural communities across the north-western region of Alberta.

Should you have any questions or require further information regarding The Canadian Red Cross programs and services in your community, please feel free to contact our office and we will be happy to assist you.

Sincere Regards,

Sharon McLean
Branch Coordinator
Canadian Red Cross
Grande Prairie, AB



Enclosures

dl

cc info



Fax Memo

Date: January 31, 2011
TO: Martin Braat
Fax: (780) 927-3380
FROM: Rosanne
Number of Pages: 4 including this page

Dear ABP Delegates and Staff Members,

We have been under pressure from some producers to take a more active role in the current debate about Bill 36, the Alberta Land Stewardship Act (ALSA) and the Land-use Framework (LUF). We have been following and participating in the Land-use Framework from the beginning and we have not been silent on this issue. We have heard the concerns of producers and taken them forward to the government and the media, most recently with a feature article and opinion piece in Alberta Farmer. The Board knows that this is not enough action to satisfy those people who think we should be involved in the public meetings occurring around the province now, but the directors are trying to find the right balance in our approach to be most effective in making the LUF better for cattle producers and all Albertans.

We do see a need to go on public record addressing the concerns we have heard from producers. Attached is a new release that was sent from our office on Friday and posted in our Weekly Update that same day. I also am attaching a longer document with further explanation of the recommendations in the news release and speaking points related to this issue.

Feel free to use this information in any conversations you have with producers or government officials.

Rich

320, 6715 - 8 Street NE, Calgary, AB Canada T2E 7H7
tel 403.275.4400 fax 403.274.0007

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ABP Seeks Bill 36 Improvements

After almost five years of work on the development of the Land-use Framework (LUF) in Alberta, the past two months have seen a flurry of activity around the LUF and intense public discussion of Bill 36, the Alberta Land Stewardship Act (ALSA). Large numbers of land owners and other interested voters have been attending meetings where speakers are challenging the content of this bill and three other pieces of provincial legislation (Bill 19, Bill 50, and Bill 24) that affect the use of land in this province.

Alberta Beef Producers (ABP) has been following and participating in the LUF from the beginning. We have listened to the concerns of cattle producers, informed producers about the potential impacts of the LUF, and tried to work with the government to make the LUF better for our industry. Most recently, we have been reading and listening to the presentations being made at the public meetings across the province and talking with senior government officials about the issues with the ALSA.

ABP knows that cattle producers and all land owners are very concerned about many aspects of Bill 36 (ALSA), including the potential loss of rights to use their land, the lack of appropriate appeal and compensation processes, and the power given to the provincial cabinet. As a result, we are proposing the following recommendations for improvements to this legislation that we think would address the greatest concerns of land owners:

1. Remove the power to "extinguish" statutory consents (licences, approvals, permits, leases)
2. Provide an appeal process, possibly recourse to the courts, for land owners who feel unjustly treated by a regional plan
3. Provide fair and full compensation to land owners when regional plans affect land values or their right to use their land
4. Make decisions about regional plans a matter of public debate and public record by giving the legislature, not the cabinet, final jurisdiction over the contents of a regional plan.

There are other parts of the LUF and the ALSA that require further discussion, but we think that these improvements would be a good start to making this legislation more acceptable for land owners. ABP recognizes the need for sound provincial land use policies and we understand that many parts of the LUF and the ALSA are intended to protect agricultural land and the agriculture industry. However, we believe that the government and land owners must work together to make the LUF better for all Albertans.

Attention: Human Resources
 Company: Master Mechanical Contractors
 Phone: 780-977-1330

Federal Training Institute
 Phone: 1-888-683-8000, 1-403-693-8000

PROVIDE A QUALIFIED / VERIFIED LIFT OPERATIONS REQUEST TRAINING:

Employers shall ensure that all lift truck operators are properly trained, provided with the proper equipment, and are properly supervised in the use of industrial lift trucks. Operators are to receive training, evaluation and certification for the lift truck equipment, load, and environment.

"Only trained and authorized persons shall be permitted to operate a lift truck and shall meet the following criteria: 1. Operators shall meet necessary theoretical and practical requirements as required for a specific application. 2. Operators shall successfully complete knowledge verification & skills evaluation. 3. Operators shall meet company lift truck operating requirements." (CSA B335-04 / 6.22 - October 2009) Failure to comply with Alberta OHS conditions will result in fines up to \$500,000.

The powered industrial lift truck training class has been developed for those with experience and knowledge on the lifting equipment being operated. Upon completing this course attendees will return qualified to *Train, Evaluate and Certify* other employees required to operate the following equipment: Counterbalance, Rough Terrain, Narrow Aisle Reach, Order Picker & Pallet Truck.

This program has been developed for initial or refresher purposes. Attendees can expect to learn how to prevent the most common safety hazards related to lift trucks. Learn how to meet and exceed recent lifting requirements. Learn what compliance officers look for. Learn up-to-date information on Alberta OHS, CSA, ANSI, ASME, NFPA, Federal / Provincial laws and regulations. Learn how an in-house program can save time and money. Learn the most effective way to increase safety of your workplace. 100% satisfaction guaranteed.

Class size is limited to ensure maximum teacher-student interaction, registration forms are processed on a first come, first serve basis. If you are looking to update or initiate a lift truck operator training program, please fill out the registration form below and fax it back to 1-888-683-8009 or call 1-888-683-8007 for further details and phone registration.

LIFT TRUCK TRAIN - THE - TRAINER

Dates & Locations (choose one):

- Thursday, September 16, 2010 - Edmonton, AB**
 Ramada Edmonton International Airport
 8340 Sparrow Crescent / Hwy. #2 Airport Exit
 Leduc, AB T9E 8B7
- Tuesday, September 28, 2010 - Calgary, AB**
 Radisson Hotel Calgary Airport
 2120 - 16th Avenue N.E.
 Calgary, AB T2E 1L4

Time: 8:00AM - 4:00PM

Cost: \$495.00 + G.S.T. per attendee

What is included?

- Lunch & Refreshments
- Reference Binder / Alberta OHS
- Operator Manual / Operator Exam
- Operator Certificate / Wallet Card
- Training Resource CD / High Impact Video
- ANSI B56.1 / B56.6 / Certificate of Completion

Course Outline:

- Benefits of Operator Training
- Developing an Effective Training Program
- Relevant Laws & Penalties - Federal / Provincial
- Employer Responsibility & Liability
- Standards (CSA, ANSI, NFPA, ASME, etc.)
- Forklifts Classification: 1-7 / Truck Properties & Loads
- Data Plates & Decals / Vehicle Inspections
- Safe Operating Practices & Rules
- Propane, Diesel, Gasoline & Battery Safety
- Personal Protective Equipment
- Training & Maintenance Documentation

Attendee(s):

- 1. _____
- 2. _____

Organization Information:

Company: _____

Address: _____

City: _____ Prov. _____ Postal: _____

Phone: () _____ Fax: () _____

E-mail Address: _____

Type of Lift Truck(s): Counterbalance Reach Picker Pallet Jack

Payment Options:

Billing Contact Name: _____

Check - Pay at Course

P.O.#: _____

Credit Card - Visa or MasterCard or AMEX

Card #: _____ Exp: ____/____/____

★ PLEASE CALL FOR ON-SITE TRAINING REQUESTS ★

CONFIRMATION NUMBERS & LOCATION DETAILS PROVIDED UPON RECEIVING COMPLETED REGISTRATION FORMS

Fax Registration to: 1-888-683-8009 or Call: 1-888-683-8007 with Questions & Phone Registration
 To have your fax number removed, please call 1-866-471-0124 or fax to 1-888-683-8009

www.federaltraining.net

**Bill 36 – Alberta Land Stewardship Act (ALSA)
Producer/Land Owner Concerns and ABP Recommendations**

Brief First Contact Recommendations:

1. Remove "extinguish" from Section 11 of ALSA
2. Provide an appeal process for the impacts of regional plans

1. Power to "extinguish" existing vested rights (statutory consents)

Section 11(1) of ALSA states that regional plans may affect, amend, or extinguish a statutory consent or the terms and conditions of a statutory consent. Agricultural producers hold a wide range of licences, approvals, permits, leases, approvals, and authorizations and are justifiably concerned about legislation that can extinguish these statutory consents. We know that Section 11(2) has a requirement for notice and negotiation before a statutory consent is affected, but it still can be affected. There also is grave concern and disagreement about the possibility of land titles being one of the statutory consents that could be extinguished. This section creates the capacity for regulations (regional plans) to be retroactive and we don't believe that is acceptable to land owners.

Recommendation: Remove section 11 from ALSA.

We believe that the power in this section would be rarely used, but we don't believe there would ever be a good reason to use it. If the government needs to intervene in current land uses to achieve specific objectives, there are more appropriate methods, such as expropriation, to accomplish this task.

2. Lack of appeal processes or access to courts for the impacts of regional plans

Section 15(1) states that a regional plan is binding on the Crown, local government bodies, decision-makers and all other persons, while Section 15(3) states that the binding nature of the regional plan does not create a cause of action or a claim before any court or decision-maker. We understand that there are appeal mechanisms in place for some aspects of the ALSA, but there is no appeal available for the impacts of a regional plan. With the power given to cabinet and the regional plans, land owners are concerned about having no ability to seek a remedy through an appeal body or the courts.

Recommendation: Amend ALSA to include an appeal process and possibly remove the barriers to court action to address the impacts of a regional plan

We don't believe that the courts should be making land use decisions, but individual land owners must have access to an appeal process and possibly the courts in exceptional cases or as a last resort.

3. Restrictions on compensation

Section 19 states that no person has a right to compensation by reason of ALSA or a regional plan except in the case of Conservation Directives (Division 3) or as provided by another enactment. Most or all enactments that provide statutory consents do not contain compensation provisions if the statutory consent is affected, amended or extinguished by Section 11 of ALSA. Furthermore, there is no compensation if a regional plan adversely affects the potential uses or value of land.

OH&S LEGISLATION & DUE DILIGENCE (2 DAYS)



Photo of the course

In two days you will review the applicable federal and provincial legislation that applies to your work site so you can support your company's health and safety due diligence and actively promote workplace risk reduction.

- Discuss roles and responsibilities for health and safety
- Understand what other legislation relates to workplace safety
- Know what a prime contractor is and their role
- Readily find regulatory references that relate to your work
- Understand roles and obligations of WH&S officer(s) and penalties under the Act, Regulation and Code
- Understand WCB process and the supervisor's role in injury reporting and management
- Apply the principles of due diligence



COURSE DATE: October 4-5, 2010

LOCATION: Grande Prairie - Muskoseepi Park Pavilion, 10325 - 102 Ave.

TIME: 8:30 am - 4:30 pm

FEE: \$375 for the first person registered from your organization, \$325 for every other person

TO REGISTER fill in the attached Registration Form or contact:

WORKFORCE DEVELOPMENT
trainingworks

Northern Lakes College, Workforce Development
1201 Main Street SE, Slave Lake, AB T0G 2A3
Toll-free: 1-866-652-3456
Phone: 780-849-8623
Fax: 780-849-8704
Email: wfdev@northernlakescollege.ca

This course is part of the
SAFETY SKILLS FOR SUPERVISORS Certificate Program
www.northernlakescollege.ca



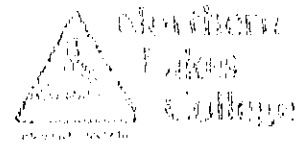
Recommendation: Amend ALSA to provide fair and full compensation to any land owners when regional plans affect land values or statutory consents.

4. Broad powers to cabinet

Section 13(1) states that Lieutenant Governor in Council (the cabinet) has exclusive and final jurisdiction over the contents of a regional plan and Section 17 states that ALSA and regional plans prevail over other acts and regulations. Given the power of ALSA and the regional plans, the contents of these plans must be a matter for public discourse and public record.

Recommendation: Amend ALSA to give the legislature, not cabinet, the final jurisdiction over the contents of a regional plan.

OH&S TRAINING & DUE DILIGENCE (2 DAYS)



Canado Prairie - Muskogee Park Pavilion, 10326 - 102 Ave.

October 4-5, 2010

8:30 am - 4:30 pm

\$375 for the first person registered from your organization. \$225 for every other person.

REGISTRATION FORM

First Name		Last Name		Date of Birth	
Mailing Address (Home)					
City		Province		Postal Code	
Company Name					
Mailing Address (Company)					
City		Province		Postal Code	
Home Phone		Office Phone		Fax	
Email			PO#		

6 EASY WAYS TO REGISTER

- BY TELEPHONE:** (780) 849-2823 or Toll-free: 1-866-652-3454
Call Workforce Development and have your VISA or MasterCard or company billing information ready.
- BY EMAIL (24 HOURS):** wfddev@northernlakescollege.ca
Send your registration by email.
- BY WEBSITE:** www.northernlakescollege.ca
Apply online by going to our website and choosing the button "Apply Now" and clicking on "Apply Online" under the Workforce Development section or print out a Registration Form/Schedule and fax the completed form including your VISA or MasterCard, or company billing information/authorization.
- BY FAX (24 HOURS):** (780) 849-8704
Fax the completed Registration Form including your VISA or MasterCard or company billing information/authorization.
- BY MAIL:** Northern Lakes College, Workforce Development
1201 Main Street SE, Slave Lake, AB T0G 2A3
Mail the completed Registration Form including your VISA or MasterCard, cheque, money order or company billing information/authorization.
- IN PERSON:** Workforce Development
1201 Main Street SE, Slave Lake
Visit our Office Monday to Friday 8:30 am to 4:30 pm and use your VISA or MasterCard, cheque, money order, cash, interac or company PC/authorization.

PAYMENT INFORMATION:

Visa Mastercard Company Credit Card _____
Card No. _____ / _____ / _____ / _____ Expiry Date ____/____

If this is a Company Credit Card, print Company Name here:

Cardholder's Name (as shown on card) _____

Signature _____

FEE PAYMENT:

You may pay your course fees by cash, personal cheque or money order (payable to Northern Lakes College), VISA or MasterCard, Interac or company purchase order or authorization. You are considered registered for a course when your fees are fully paid.

WITHDRAWALS & REFUNDS:

Your registration will be fully refunded when notice of withdrawal is given five (5) working days before the course start date. When notification is received less than five full working days before the course start date an invoice will be issued for full payment of the course. When you are unable to attend your course, you may arrange for someone to take your place.

COURSE RE-SCHEDULING:

Northern Lakes College reserves the right to reschedule a course that lacks sufficient registrations to provide a satisfactory learning atmosphere. In this event your registration fee will be refunded in full or applied to the re-scheduled course.

This personal information is collected under the authority of the Alberta Post-Secondary Learning Act and Section 93 (c) of the Freedom of Information and Protection of Privacy Act (FOIP) and is managed under the latter Act. Information on this form is used to determine your eligibility for programs and services, to manage your enrolment, contact you after your leave, evaluate a effectiveness of marketing and generate statistics and reports. If you have any questions about the collection and use of this information, please contact the Workforce Development Office at (780) 849-2823.

cc info
Ashley Braun

From: Christopher Vandenberg [christopher.vandenberg@gov.ab.ca] on behalf of Morris Seiferling [Morris.Seiferling@gov.ab.ca]
Sent: Monday, January 31, 2011 11:06 AM
Subject: Municipal - GeoDiscover Alberta portal

All sectors need the best possible geospatial information and services, and I am pleased to announce that you can now access more than 140 layers of free land-related data and services through the GeoDiscover Alberta portal.

This portal provides a single window to search and find the credible, up-to-date information needed to better manage activities on the landscape and is the most comprehensive program of its kind in Alberta. The data and map services come from various Alberta government ministries and agencies and include:

- Administrative Boundaries (provincial boundary, electoral divisions, Land-use Framework Regions)
- Alberta Township System (ATS)
- Access (major highways, secondary highways/roads, cutlines)
- Cadastral (urban and rural)
- Mineral Agreements (petroleum and natural gas, oil sands, metallic and industrial minerals, coal)
- Utilities (pipelines, power lines and access facilities)
- Land-Use Management
- First Nations land
- Parks and protected areas
- Land-use Framework regional planning maps and data

Sharing geospatial information will enhance land and resource stewardship and improve service delivery to Albertans. For example, Land-use Framework planners can access information through GeoDiscover Alberta to shape regional plans. Sharing data also brings time and cost savings—users don't have to look in multiple places for information.

Please visit the GeoDiscover Alberta portal www.geodiscoveralberta.ca to explore the data and services, training materials and frequently asked questions. Once you've familiarized yourself with the portal, please take the time to complete the **feedback survey** so we can make the portal even better to suit your needs.

This is just the beginning, and GeoDiscover Alberta will evolve with time. Current partners include the departments of Energy, Environment and Sustainable Resource Development as well as the Land Use

Secretariat and Energy Resources Conservation Board. As more ministries and agencies join GeoDiscover Alberta, there will be more information and tools available for all sectors.

Morris Seiferling
Stewardship Commissioner/Chair, GeoDiscover Alberta Program
Land Use Secretariat
9th Floor, Centre West Building
10035-108 Street
Edmonton, AB T5J 3E1

Phone: (780) 644-7978
Fax: (780) 644-1034

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cc mla.
Ashley Braun

From: MunicipalServicesBranch@gov.ab.ca
Sent: Tuesday, February 01, 2011 9:05 AM
To: Bill Kostiw
Subject: Municipal Sustainability Strategy

AR49861

January 26, 2011

Dear CAO:

I am writing to remind your municipality of the current opportunity to provide feedback on the proposed Municipal Sustainability Strategy (MSS).

In November 2010, the Honourable Hector Goudreau, Minister of Municipal Affairs, provided the chief elected officials of all municipalities with copies of the MSS working group report, *Building on Strength: A Proposal for Municipal Sustainability for Alberta*. The Minister invited municipal councils and administrations to review the report and submit their thoughts and comments on how it could be improved.

The ministry has received input on the report from a number of municipalities and other stakeholders, and will be carefully considering the insights provided. As the enhancement of municipal sustainability is a priority for Alberta Municipal Affairs and for municipalities, I encourage as many other municipalities as possible to share their views on the report with the ministry. We will be pleased to receive comments up to and including February 28, 2011.

For your convenience, the MSS working group report is accessible online at:
www.municipalaffairs.alberta.ca/1330.cfm

Please submit your responses as follows:

By mail: Municipal Services Branch
Alberta Municipal Affairs
17 Floor, Commerce Place
10155 - 102 Street
Edmonton, AB T5J 4L4

By email: lgsmail@gov.ab.ca

The ministry looks forward to hearing your municipality's perspectives on the proposed approaches for addressing this challenging and important issue.

Sincerely,

Ray Gilmour

Deputy Minister

cc info
Ashley Braun

From: John McGowan [jmcgowan@auma.ab.ca]
Sent: Tuesday, February 01, 2011 4:18 PM
Subject: Reminder about AUMA Mayors' Caucuses and CAO Session

Dear CAOs:

AUMA would like to remind you about the CAO Sessions that are a vital part of upcoming Mayors Caucus meetings.

All three Mayors Caucus meetings will be held at **the Matrix Hotel in Edmonton:**

Feb 16 = populations under 2500

Feb 17 = populations between 2501 and 10,000; and

Feb 18 = populations over 10,000. Mayors Caucus meetings start at 9:30am.

There will be a **CAO session** each day beginning at noon and running to approximately 2:30pm.
[Click here to register and read more about the Mayors Caucus meetings.](#)

The agenda for the CAO session covers a number of critical topics including an update on AMSC business services and AUMA's advocacy initiatives:

- ? Alberta Fire Chiefs Association update on Retention and Recruitment work (presentation)
- ? (AMSC) E-procurement
- ? HR Update
- ? Best Doctors Program (NEW)
- ? (AUMA) Municipal Affairs: Accountability Review and Audit Management Letter issue
- ? Trade Agreements with EU
- ? Water update, Municipal Careers toolkit
- ? Climate Change Action Centre
- ? Principles-based legislation (MGA) and impact on municipalities
- ? AUMA's Local Authority Election Act Review

We hope that you will be able to join us for this important event. Your feedback and participation strengthens our Association's ability to respond to municipal needs.

Sincerely,

John McGowan
CEO

cc gmb -

Ashley Braun

From: Reception [Reception@auma.ab.ca]
Sent: Tuesday, February 01, 2011 4:17 PM
Subject: AUMA Mayors' Caucus to focus on political changes

Dear Mayors:

Alberta's political scene is poised for change. Over the next while, Albertans will be witness to some potentially exciting changes in our political landscape. To ensure the municipal agenda is a part of this change, the Board of Directors has just completed a review of AUMA's strategic plan and is in the process of developing two critical projects, which will be the basis of discussions at the Mayors' Caucuses this month:

1. Creating a short (6-18 month) plan in anticipation of the provincial election and leadership campaign.
2. Updating AUMA's long term (10 year) strategic plan.

Your input on these projects and the opportunities ahead for municipalities is vital. The MLA Breakfast and the Mayors' Caucuses couldn't be better timed, with Legislature due to open Feb 22. The Provincial Budget should follow in early March.

If you haven't already registered, I urge you to attend these timely events. It is a rare opportunity to affect real change.

All three Mayors Caucus meetings and the MLA Breakfast will be held at the **Matrix Hotel** in **Edmonton**.

- Feb 16 = populations under 2500
- Feb 17 = populations between 2501 and 10,000
- Feb 18 = populations over 10,000

Mayors' Caucus meetings start at 9:30am.

Feb 17 = MLA Breakfast 7:30am to approximately 9:00am.

[Click here to register and to view the full agenda.](#)

As always there is no charge to register.

Sincerely,

Darren Aldous
AUMA President

cc info
Carol Gabriel

From: David Froese [dfroese@magnetsigns.com]
Sent: Tuesday, February 01, 2011 8:43 PM
To: Carol Gabriel
Subject: Parking Canada Post

Follow Up Flag: Follow up
Flag Status: Flagged

Good day Carol. This is in regards got the public meeting in La Crete. I want to recommend that the County make contact with Canada Post and address the parking issue. As a federal organization I would like to see them lead the way. Thanks Carol and thanks for allowing the move to the Heritage Centre. Have a good day Carol.

Sent from David Froese iphone
780-926-0189

NLFES Meeting Minutes
December 8, 2010
at High Level Public School

Attending

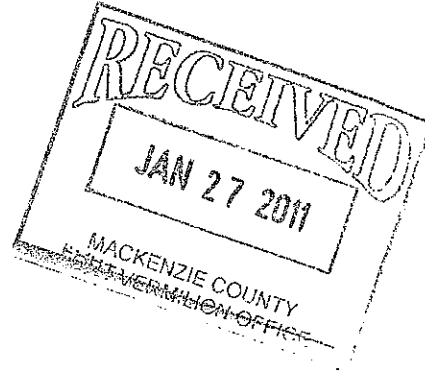
=====

- * Matt Johnson
- * John Thurston
- * Perry Moulton
- * Petra Lewis
- * Darren Griffith
- * Tim Heemskerk
- * Jackie Bateman
- * Paul Ebert

Meeting

=====

1. Call to Order at 19:20
2. Items added to Agenda. Matt pre-announced his resignation as he is taking a job in Saskatchewan.
3. Agenda adopted by Paul, 2nd by John
4. November meeting minutes adopted by Paul
5. New Business
 - 5.1 Financial update from Matt
 - 5.2 John is circulating the newsletter to schools, libraries, etc.
Teresa will circulate it to our sponsors.
 - 5.3 Matt gave the AGM report.
 - 5.3.1 The positions for president and vice president are still vacant.
 - 5.3.2 Treasurer position still vacant. Jackie expressed interest. Paul's wife Amanda is working with employer to see if she can be treasurer (to ensure no conflict of interest).



5.3.3 Society will vote on the preceding two items at the next meeting.

5.3.4 Binders were brought to the meeting but not handed out until electronic copies of the society's documentation could be gathered.

5.4 Footner Lake Trail Development Plan update from John

5.4.1 John received email feedback from Alan, Paul, Perry, and Teresa. Teresa suggested an interim brochure, and to finish and promote the Lakeshore Trail first.

5.4.2 John and Matt will present the plan to the government

5.4.3 John and Perry discussed involving FVSD / HLPS students in the project and how this can create awareness in the community.

5.4.4. Pruning equipment. An email was sent out to members about the prospective equipment. SRD had already purchased some. It will be stored in the warehouse, so access may be a problem, and it may not be enough equipment.

5.4.5. Picnic table. John reported that the BLAST program said "yes" to building an 8-foot table for \$200. To be placed at the entrance to the arboretum.

5.4.6. Matt reported that SRD is planning to expand the arboretum (size) because more room is needed.

5.4.7. Matt is going ahead with purchasing the pruning equipment.

5.5 Promotion of the Society in the Community

5.5.1 Newsletter distribution (see above)

5.5.2 SRD airport sign. Matt will ask Doug, the new SRD manager, at the Friday government meeting about putting a sign to the arboretum / trails below SRD's sign at the airport entrance.

5.5.3 Teresa has started a contact list for friends of the Society (interested people).

5.5.4 Teresa has offered to update the society's website. Tim will find out about our financial commitment to the hosting company (approx \$135 per year). Darren will donate hosting, if necessary. The society's domain name would still need annual payment. We discussed the possibility of being linked to from websites of counties, towns, etc.

5.6 Science Fair. Petra asked for members to volunteer as judges at Tuesday's science fair at HLPS.

5.7 Spring Meetings at Fish Pond. It was suggested to hold some of our spring meetings outdoors at the Footner Fish Pond, to be more hands-on, and more out in the community, and to allow for more involvement by attendees of the meetings.

5.8 Community Grants. We discussed the existence of community grants and matching funds that could be sought out once the Trail Plan gets accepted.

5.9 Next meeting scheduled for Wednesday, January 19 at HLPS.

5.10 Nominations:

5.10.1 Paul nominated Tim as director. Seconded by Perry. Carried.

5.10.2 Paul moves to give Tim signing authority. Seconded by Matt. Carried.

5.10.3 Perry moves to add Teresa, remove Matt, and Alan keeps signing authority. Carried. Tim will handle the procedure with the bank.

5.11 Jackie recommended that we review and possibly update our bylaws and list of directors at next year's AGM, to make sure that our bylaws reflect our intentions for the society.

5.12 Adjournment at 20:25.

NORTHERN LIGHT FOREST EDUCATION SOCIETY
TERMS OF REFERENCE

Table of Contents

Table of Contents.....	1
Background.....	2
Mandate.....	2
Principles.....	2
Geographic area.....	2
Society Structure.....	3
1. Legal Basis.....	3
2. Board of Directors:.....	3
3. Membership Meetings.....	3
4. Administration.....	4
General.....	4
Standing Committees.....	4
Programs.....	6
1. The Forest Education Bursary.....	6
2. The Forest Education Fund.....	6
3. Forest Expertise.....	6
4. Directed Project Financing.....	6
Financing.....	6

I hereby certify that the following special resolution was passed at a meeting of the members of Northern Lights Forest Education Society on May 04, 2005.

The bylaws were changed as follows:

Please add By-Law 2.1 to read "The Northern Lights Forest Education Society shall operate according to the Terms of Reference, as approved and amended from time to time by the Board of Directors"

Please Amend By-Law Section 11 to read "The fiscal year of the society in each year shall be May 1 - April 30"

Please Amend By-Law Section 13 to read "The society shall hold an annual meeting on or before May 15 in each year of which notice in writing to the last known address of each member shall be delivered in the mail, or by email, at least 10 days prior to the date of the meeting"

Please Amend By-Law Section 16 to read, "Any member who has not withdrawn from membership nor has been suspended or expelled shall have the right to vote at the Annual General Meeting, or any Extraordinary General Meeting of the society. Such votes must be made in person and not be proxy or otherwise"

Please Amend By-Law Section 13 to read "...At this meeting there shall be elected a President, Vice-President, Secretary, Treasurer (or Secretary-Treasurer) and five directors."

Please add after the second sentence in Section 13 to read "The Vice-President, Treasurer, and three of the directors will be elected for a two-year term, starting in 2005 with elections for these positions occurring in every odd year. The President, Secretary, and the two directors elected for one year terms in 2005 shall be elected for a two year term starting in 2006, with election for these positions occurring in every even year."

Date:

Original Signature of authorized Officer:

Print name:

Title:

NORTHERN LIGHT FOREST EDUCATION SOCIETY
TERMS OF REFERENCE

Background

The Northern Lights Forest Education Society (NLFES) was formed in 2001 by members of the community, local government, the forest industry, and educational institutions in the Municipal District 23. Since inception, the NLFES has been active in promoting knowledge about forests and forest ecosystems throughout the region.

Mandate

- The NLFES society has the mandate to inform the public of the many benefits of the forest and forest ecosystems to our communities.
- The NLFES will work to develop the understanding of the many benefits of the forest to our communities, including employment, recreation, trapping, wildlife, rangeland, education, and spiritual solitude to name but a few.

Principles

The NLFES is committed to the following principles:

- Any person or organization within the working area can join the NLFES
- The NLFES will operate within the laws of the province of Alberta
- The NLFES will not pursue any course of action that may harm the interests of a partner.

Geographic area

The NLFES working area encompasses Municipal District 23 and the area from the Northwest Territories border south to Keg River; from the BC border east to the Saskatchewan border. Key urban centres include High Level, Fort Vermillion, La Crete, Rainbow Lake, Paddle Prairie Metis Settlement, Fox Lake, Jean d'or Prairie, Beaver Ranch, Bushe River, Meander River, Zama City, and Assumption.

NORTHERN LIGHT FOREST EDUCATION SOCIETY
TERMS OF REFERENCE

Society Structure

1. Legal Basis

- NLFES is a non-profit society under the Societies Act of Alberta.

2. Board of Directors:

- The NLFES Board of Directors consists of:
 - i. President
 - ii. Vice-President
 - iii. Treasurer
 - iv. Secretary
- The Board of Directors shall reach decision based on Robert Rules of Order.
- The role of the Board of Directors shall be that specified in the Societies Act and Regulations of Alberta.

3. Membership Meetings

- The NLFES meetings shall be open to all NLFES and members of the public.
- Membership meetings of the NLFES provide input, advice, recommendations to, and complete tasks as directed by, the Board of Directors.
- Attendance at membership meetings is voluntary and is open to any member of the NLFES.

NORTHERN LIGHT FOREST EDUCATION SOCIETY
TERMS OF REFERENCE

4. Administration

General

- o The NLFES is a volunteer organization.
- o The Board of Directors will administer the NLFES as an operational group
- o The NLFES may contract out services as determined necessary by the Board of Directors.
- o The NLFES shall form standing committees and ad hoc committees from the membership at large to oversee or complete tasks, programs, or events as directed by the Board of Directors.
- o The NLFES shall hold Annual and Extraordinary General meetings as required and defined in the Societies Act.

Standing Committees

- o Standing committees of the NLFES are:
 - i. **Forest Education Bursary Committee** (the "Bursary Committee")
 - Bursary Committee Members are nominated by the Nominating Committee
 - Bursary Committee members are elected for a one year term at the Annual General Meeting
 - There are three NLFES members on the Bursary Committee.
 - Bursary Committee members make a recommendation to the board of directors as to the award of the Forest Education Bursary to applicants for the Bursary.
 - ii. **Forest Education Fund Committee** (the "Fund Committee")
 - Fund Committee Members are nominated by the Nominating Committee
 - Fund Committee members are elected for a one year term at the Annual General Meeting
 - There are three NLFES members on the Bursary Committee.
 - Fund Committee members make a recommendation to the board of directors as to the award of the Forest Education Fund to applicants for the Fund
 - iii. **The Nomination Committee**
 - The Nomination Committee is comprised of, at minimum, one past President, and at maximum, two past Presidents of the NLFES.

NORTHERN LIGHT FOREST EDUCATION SOCIETY

TERMS OF REFERENCE

- Nomination Committee members nominate people to the positions of President, Vice-President, Treasurer, Secretary, and the committees.
- The Nomination Committee members receive and present to the Board of Directors proposed amendments to the NLFES bylaws.

NORTHERN LIGHT FOREST EDUCATION SOCIETY
TERMS OF REFERENCE

Programs

The NLFES operates four programs:

1. The Forest Education Bursary

- This bursary is in cooperation with the Northern Alberta Development Corporation. Funds from the Society are matched up to \$1500 from NADC, and there is a requirement to work in the north for a time period after graduation.
- A person pursuing education in a resource based field of education may apply for this bursary.
- Any person may apply for the bursary again in subsequent years of education.

2. The Forest Education Fund

- This fund provides financing for community groups within the working area to complete projects that inform the public of the many benefits of the forest.
- The Forest Education Fund can be used by non-related community groups, community groups involved in the NLFES, and in partnerships between the NLFES and other groups.

3. Forest Expertise

- The NLFES can provide community groups with a source of forestry expertise, drawing on the members, affiliates, and contacts.

4. Directed Project Financing

- The NLFES will administer funding from a society Partner to meet that Partner's corporate and community priorities.

Financing

The NLFES is financially supported in three ways:

- Individual member membership dues
- Corporate member membership dues
- Voluntary corporate sponsorships.

Fort Vermilion Interagency Committee
Meeting Minutes
January 6th, 2011

In Attendance:

Irene vander Kloet (Chair) Glenda Auger (Secretary) Tom Love Judy Ostrowski
Sherry Ducharme Lee Wozencroft Sharon Woutz Sandra Friesen-Peters

1.0 Call to Order

Irene called the meeting to order at 10:10am

2.0 Introductions

Each representative introduced themselves and the organization they represent.

3.0 Regrets

Judy Kim-Meneen

4.0 Review and Adoption of the Agenda

Sandra moves to adopt the agenda as presented. *Motion Carried.*

5.0 Review and Acceptance of last Meeting Minutes

Drop the "h" in Tom's name.

FASD Society should have "Society" included in its name.

Sherry's name changed from Sherie to Sherry.

Lee adopts the minutes with amendments.

6.0 Business Arising

6.1 Welcome Bags –

The group held discussion regarding the contact of other organizations, to see if they would like to add to information to the welcome baskets. Sandra provided more information in the welcome baskets.

ACTION: Judy will put a blurb in the County Image welcoming other organizations to provide information to the baskets. Irene will contact Jagged Edge & Ceasar's Fitness Centres.

6.2 Letter to Organizations

This item was postponed to the next meeting.

6.3 Terms of Reference

ACTION – Judy will email to the committee for review

7.0 Round Table

NW Child & Family Services Authority – Judy Ostrowski

- Holidays were somewhat quiet.
- Hired a director for OSBD(Outcomes Based Service Delivery) -Brady Fraser
- Outcomes Based Services Delivery is a one agency to provide service.
- OSBD allows for one agency to provide services to the region.

Regional Traffic Safety – Judy Ostrowski

- December was very successful with the Candy Cane Campaign.
- Gave out over 1000 brochure packages.
- January's focus is Intersection Safety Awareness month

RCMP – Tom Love

- Still short 2 members
- Only one impaired over Christmas season
- Two applicants for VSU (Victims Support Unity)-no interviews to date.

Northern Lights College – Lee Wozencroft

- FYI- Footner Forest Products will be back in operation sometime this year.
- Still looking for a part-time in La Crete. (Requirements: high school diploma, loves computers)
- 4 applicants for the LPN program.
- Create bridging program for nurses will be great for the community.
- Working with Sandra to create survey-certified daycare-need certification.

AHS – Health Promotion – Sharon Woutz

Sharon provided information for the following: Carrie Demkiw, Tammie Peacock, and Garth Martin.

For Tammie

- Met in November with First Nation Communities to have a conversation about Aboriginal Youth Suicide Prevention. Determined at that time to look at suicide without stigma attached. The group preferred to call it “Suicide Prevention”.
- Met with group again in December, and determined that in order to proceed that we needed to evaluate (by using a variety of methods) the need for a suicide prevention network.
- The group will meet again February 1st (9am-10am) at the Town Hall in room 110 to go over a questionnaire and tools developed and to also approve the dissemination plan. If interested in helping with the questionnaire, please see Tammie after the meeting.

Pace Car program

- Provided information on the Pace Car program, a Traffic Safety pilot project to address speeding and pedestrian safety in High Level.
- Currently have one organization and 34 volunteers signed, plus another organization will be signing up 11 of their fleet vehicles.

- Sign up for program at Spirit of the North School, HL RCMP Detachment or at HL Parent Link Centre.
- For more information about this program please call Tammie at 841-3239.

Winter Safety Kit

- Developed a Winter Safety Kit for youth 8-14 years to be shared with different youth groups within the region.
- Snowmobile Safety Week is January 16th-22nd-hope to distribute the information during this time.
- Youth Leaders will sign out the kits and a demonstration on how to use the kits will be given. For more information. Please call Tammie at 841-3239.

For Carrie Demkiw, Health Promotion Liaison

- **Everyone Gets to Play-** a working group in High Level is developing a framework for a local program (specific to High Level) to reduce barriers to children and youth accessing recreation opportunities- If Fort Vermilion is interested in doing a similar type thing, please call Carrie at 841-3321.
- **Active Community Strategy-** In High Level, we are partnering with the town to develop an Active Community Strategy, a plan for enabling community members to live a more active lifestyle. I can help facilitate this process.

CAAWS Workshop- a workshop for people who work with woman 55+, and would like to encourage them to live more active lives. A workshop will be held in Fort Vermilion On February 22nd @ 7pm at FVSS. There will also be one in High Level on February 23rd @9am. (Location to be announced)

- **Communities Choosewell-** this provincial initiative is starting up again, the objective is to get more physically active and eat healthy. If Fort Vermilion is interested in participating, please contact Carrie at 841-3321.

For Garth Martin, School Health Liaison

- Brian Torrance, Direct of Ever Active Schools will be in our region January 12th-24th. He will be available to come to your schools on Wednesday and Friday to do a variety of workshops, staff in-services or to answer any questions you may have.

- HASS (Healthy Active School Symposia) is set for April 14th, 2011 at the Town of High Level building-more details to follow.

For more information please contact Garth at 841-3255.

FASD Society – Sherry Ducharme

- Held Pebbles Training December 6th- 20 participants, was very successful
- Next training will be on January 24th @ the FASD office.
- Got the “ok” from Little Red River Cree Nation to go into their community to provide awareness on FASD.

- Pebbles Training is free to parents and caregivers.
- Training available in Fort Vermilion upon request.

Fort Vermilion Community Library – Glenda Auger

- Breakfast with Santa and Silent Auction was very successful.
- Rhymes that Bind begins January 7th at the Fort Vermilion Community Library. This program is offered in partnership between FV Parent Link, Fort Vermilion & Area Family Literacy, and the Fort Vermilion Community Library.
- Christmas Raffle Draw was held on December 20th. Winners of the draw were as follows: 1st Prize- Shelly McAteer (winner of I-Pad), 2nd Prize- Veronica Alward (winner of I-Pod Touch) and 3rd Prize- Sherilyn Eek (winner of I-pod nano)

Early Learning – Sandra Friesen Peters

- Joining Hands Conference scheduled for March 11th and 12th in High Level
- Family Childcare Conference in GP-more details to come.
- Preschool Conference in Grande Prairie in January 29th
- Met with Miranda Mc Ateer- Miranda is looking for committed community members to help start up a Day Care Center in Fort Vermilion. If interested in assisting with this project, please call Miranda at 927-4678.

Brighter Futures Society – Irene vander Kloet

- A Teacher's Assistant for Paddle Prairie was hired
- Bus Driver position available in Paddle. Must have class 4 driver's permit. 15 passenger van.
- Program Coordinator position is available in High Level- interviews will be held January 7th.
- Both La Crete and Fort Vermilion Head starts are full. Still getting registrations in High Level.
- Recently had 62 people in attendance for their parent night
- They now have a Family Liaison worker in each community
- November 1 will be ladies night contact the FV Head start for information

8.0 Next Meeting

Next meeting will be February 3rd at the FVSD at 10:00 am

9.0 Adjournment

Meeting was adjourned at 11:30am.

THE MIGHTY PEACE TOURIST ASSOCIATION

MINUTES OF THE BOARD OF DIRECTORS MEETING
HELD ON NOVEMBER 29, 2010
BERWYN ELKS COMMUNITY CENTRE
BERWYN, ALBERTA

**BOARD
MEMBERS
PRESENT**

Rhonda Davidson, President & Peace Valley Guest Ranch
Cheryl Anderson, County of Northern Lights
Larry Chorney, Town of Fairview
Jim Lewis, Town of Grimshaw
Doug Dallyn, Northern Sunrise County
Klaus Noruschat, Village of Nampa
George Brightwell, Municipal District of Peace No. 135
Laura Gloor, Peace River Museum and Archives
Gail Sandboe, Berwyn & District Chamber of Commerce
Cindy Clarke, Saddle Hills County
Jim Reynolds, Travel Alberta North Representative
Peter Braun, Mackenzie County
Stan Bzowy, Municipal District of Spirit River No. 133
John Bak, Village of Berwyn
Peter Frixel, Clear Hills County
Theresa Maggs, GeoTourism Canada

**ALSO IN
ATTENDANCE**

Nicole Halvorson, Executive Director
Brenda Taylor, Admin Assistant and Mackenzie Municipal Services Agency
Lara Onaba, Economic Development Manager, County of Northern Lights
Jason Glabik, Misery Mountain Ski Club

**ITEM 1:
CALL TO ORDER**

Chair R. Davidson called the meeting to order at 7:10 p.m. Members introduced themselves around the table.

**ITEM 2:
ADOPTION OF
AGENDA**

Addition:
7 e. Travel Alberta Stay
7 f. DMF

MOTION

J. Lewis moved to adopt the agenda as amended.

CARRIED

**ITEM 3:
MINUTES OF
SEPTEMBER 15,
2010**

MOTION

K. Noruschat moved that the minutes of the September 15, 2010 Board of Directors meeting be adopted as circulated.

CARRIED

MPTA Board of Directors Meeting
 November 29, 2010

Page 2

ITEM 4:
(a) FINANCIAL
REPORTS

The financial statements to October 31, 2010 were reviewed.

MOTION

C. Clarke moved the financial statements be accepted for information.

CARRIED

(b) BUDGET
REPORT

The budget report to October 2010 was presented.

MOTION

L. Gloor moved to accept the October 2010 budget report as information.

CARRIED

ITEM 5:
BUSINESS
ARISING FROM
THE MINUTES

(a) Boot Camp – N. Halvorson reported that she and Lydia El-Cherif Zilahy with the Town of Peace River attended the Boot Camp in Red Deer in October. Roger Brooks, the presenter, highlighted Branding Your Community for Tourism. Working through the week, it was identified to brand the Peace Region as the “Guild Capital of Canada”. (Guild meaning an “artists union”) Each community could choose an art form that has a large following in their area to promote as a “guild”. The Arts Community must get involved and buy-in to host a conference. The MPTA will then provide assistance to market the tourism product. From the Camp, N. Halvorson received a CD with ideas and worksheets to assist with putting the project together. She asked for volunteers to for a committee to work on the Branding proposal to provide direction from the Municipal and tourism perspective. Time commitment would be about 2 meeting in 2011 as well as phone calls and email input.

Jim Reynolds, Cindy Clarke, Theresa Maggs and Sandra Friesen are interested in forming the committee.

Members noted that PREDA is working on a project related to creating a sustainable arts community with the Peace Country Cultural Industries Coalition. Theresa Maggs and Lara Onaba sit on this board.

(b) Director at Large Position - Due to the resignation of Sharon Low with the Misery Mountain Ski Club, a one-year vacancy exists on the Board.

G. Brightwell nominated Theresa Maggs with Geo Tourism Canada. Theresa accepted the nomination.

J. Lewis nominated Jason Glabik with the Misery Mountain Ski Club. Jason accepted the nomination.

MOTIONS

C. Kolebaba moved nominations cease.

CARRIED

MPTA Board of Directors Meeting
November 29, 2010

Page 3

G. Sandhoe moved to appoint C. Anderson and C. Clarke to count the ballots.
CARRIED

Theresa Maggs is elected as Director at Large for the one-year position.

MOTION

P. Braun moved to destroy the ballots.

CARRIED

(c) Internet Advertising – tabled to January meeting – N. Halvorson stated there is not a lot of interest so far. She will follow-up with advertisers when she does the vacation planner sales.

(d) Deer Hunt Footage – Travel Alberta North will follow-up with providing the footage to the MPTA when the video is in post-production.

(e) 2011 Vacation Planner From the Boot Camp, Roger Brooks suggested changing the name of the Vacation Planner to Activity & Campground guide. Discussion on the title of the planner ensued.

MOTION

J. Lewis moved use the title 2011/2012 Vacation and Activity Guide.

CARRIED

A funding proposal to Travel Alberta North will be submitted for an overrun of the map in the Vacation & Activity Guide. The Executive Committee will confirm the proof and the final will be mailed to the Board members. Campgrounds, golf courses and museums will be listed on the map as well as lists of 10 things to do and see. The map will go to print by mid-January.

Sample templates for municipality pages in the guide were reviewed. A template is designed for pages to have a consistent standard for images and text. Members liked the templates provided. One page in the guide is provided to each member municipality. Some municipalities purchase one additional page for their information to flow over into, which they may provide their own design for. Sample page(s) are sent to each CAO for approval. Most municipalities have submitted their write-up information.

Content control was discussed. A content standard for images and text is needed. Nicole will draw up guidelines for the next meeting.

MOTION

C. Anderson moved to proceed with the templates as discussed.

CARRIED

Cover options were presented. The burnt umber colour was selected.

MOTION

J. Reynolds moved to accept the cover with the burnt umber colour as presented.

CARRIED

Coupons are being planned to be added to the back pages of the guide. N. Halvorson will be encouraging this opportunity in the sales follow-up.

(f) Provincial Parks Letter - The MPTA and municipalities had good representation at the meeting with the Assistant Deputy Minister of Tourism, Parks, and Recreation on September 30. All letters sent to the Ministry were well received. The result is that Notikewan, Sulphur Lake and Stony Lake parks will receive reduced services, such as caretaking, garbage removal and grass cutting.

**ITEM 6:
NEW BUSINESS**

(a) Proposed 2011 Budget – The proposed budget was reviewed. A deficit is proposed to access grants. N. Halvorson highlighted the proposed changes.

MOTION

K. Noruschat moved to accept the proposed budgeted for 2011.

CARRIED

(b) 2011 Membership Rate Increase & 2012 Municipal Rate Increase – The Executive Committee reviewed the membership rates at their November 1 meeting. Proposed for Board approval:

TYPE	PREVIOUS RATE	PROPOSED RATE
Basic (formerly)	\$125	\$150
Friends of Tourism	\$50	\$125
Full Service	New	\$250

Tourism related members receive a line listing on website. Full Service memberships include the use of the MPTA website.

MOTION

C. Anderson moved to increase the memberships for 2011 as outlined.

CARRIED

2012 Municipal memberships were discussed. With Mackenzie County looking to form a DMO in the north region, income from their membership would cease. Additional revenue is also required to bring the Executive Director salary up to date.

N. Halvorson presented funding other DMO's care receiving from their municipalities. The Executive Committee recommends \$1.50 per capita for the

4

MPTA Board of Directors Meeting
November 29, 2010

Page 5

Villages and \$2.00/capita for the Municipal Districts, Counties and Towns. In the discussion, members suggested investigating another funding formula (flat rate plus per capita) and how Municipalities can be equal partners. Members requested N. Halvorson visit their councils with information on the value of the municipal contribution and numbers or volumes of tourism.

Municipal Board Members will provide the information to their councils for open discussion and suggestions at this time. New rates will not take effect until 2012.

MOTION

C. Clark moved to accept the Municipal Membership increase for information.
CARRIED

(c) **MPTA Meeting Frequency** – With the increased length in the past few meetings, it was suggested the Board meet more frequently.

MOTION

K. Noruschat moved the MPTA Board of Directors meet six times per year including the Annual General Meeting.

CARRIED

(d) **2010 SWOT** – The 2011 continuation of the SWOT will involve N. Halvorson visiting the MPTA members.

(e) **Travel Alberta Stay** - N. Halvorson provided information on the 2011 Travel Alberta Stay magazine. This project is not leverageable with Travel Alberta North. She is willing to seek partners to advertise events, roadcos and music festivals in the Spring edition.

MOTION

C. Clarke moved to proceed with placing an ad in the Spring edition of the Travel Alberta Stay magazine.

CARRIED

(f) **Destination Marketing Fund (DMF)** – Northern Alberta Development Council (NADC) is interested in working with the MPTA to restart the DMF project in the MPTA region. The project would involve bringing George Wright and Emilia Ulavorka from the Grande Prairie DMF to speak with hoteliers. A possible \$10,000 may be available from NADC.

MOTION

J. Lewis moved to proceed with applying to NADC for assistance for the DMF project.

CARRIED

MPTA Board of Directors Meeting
November 29, 2010

Page 6

**ITEM 7:
EXECUTIVE
DIRECTOR'S AND
WIDE OPEN
ROADS REPORT**

N. Halvorson presented the Executive Director's and Wide Open Roads report. The Wide Open Roads project funding from the Rural Diversification Initiative with Community Futures has been extended to 2012 with \$55,000 left to spend. A website link from the MPTA site to Travel Alberta site was suggested.

MOTION

C. Anderson moved to accept the Executive Director's report as information.
CARRIED

**ITEM 9:
TAN UPDATE**

J. Reynolds provided the Travel Alberta North update. The next TAN meeting will be held later in the week. During the Travel Alberta open houses, the new Vice President of Marketing was in the Peace Region. Don Wilson is looking for providers of Bird Watching as he is preparing a circle tour.

J. Reynolds will be resigning from the TAN Board at the December TAN meeting. A replacement from this region is required. N. Halvorson will circulate a TAN board member information package from Frank Creasy to MPTA members.

MOTION

K. Noruschat moved to accept the TAN update for information.
CARRIED

**ITEM 9:
MEMBERS
BUSINESS**

Due to the late hour, Members Business will be tabled to the next meeting.

**ITEM 10:
NEXT MEETING
DATE**

January 31, 2011 at 7:00 pm
In the Berwyn Elks Community Centre

**ITEM 11:
ADJOURNMENT**

MOTION

J. Reynolds moved the meeting be adjourned.
CARRIED

The meeting was adjourned at 9:49 p.m.

R. Davidson, President

B. Taylor, Recording Secretary

THE MIGHTY PEACE TOURIST ASSOCIATION

MINUTES OF THE BOARD OF DIRECTORS MEETING
HELD ON JANUARY 31, 2011
BERWYN ELKS COMMUNITY CENTRE
BERWYN, ALBERTA

**BOARD
MEMBERS
PRESENT**

Rhonda Davidson, President & Peace Valley Guest Ranch
Cheryl Anderson, County of Northern Lights
Larry Chorney, Town of Fairview
Sandra Friesen, Municipal District of Peace No. 135
Laura Gloor, Peace River Museum, Archives and Mackenzie Centre
Gail Sandboe, Berwyn & District Chamber of Commerce
John Bak, Village of Berwyn
Peter Frixel, Clear Hills County
Ashley Zavisha, Village of Hines Creek
Darry Kelly, Peace Valley Inns
Brenda Taylor, Mackenzie Municipal Services Agency and Admin Assistant

**ALSO IN
ATTENDANCE**

Nicole Halvorson, Executive Director

**ITEM 1:
CALL TO ORDER**

Chair R. Davidson called the meeting to order at 7:10 p.m. Members introduced themselves around the table.

**ITEM 2:
ADOPTION OF
AGENDA**

Addition:
7 d. Board Package Distribution
Deletion:
9. TAN Update

MOTION

C. Anderson moved to adopt the agenda as amended.

CARRIED

**ITEM 3:
MINUTES OF
NOVEMBER 29,
2010**

Correction in Item 5: Business Arising from the Minutes, (b) Director at Large Position – the motion made by C. Kolebaba should read **L. Chorney moved nominations cease.**

MOTION

L. Gloor moved that the minutes of the November 29, 2010 Board of Directors meeting be adopted as amended.

CARRIED

**ITEM 4:
(a) FINANCIAL
REPORTS**

The financial statements to December 31, 2010 were reviewed.

MOTION

A. Zavisha moved the financial statements be accepted for information.

CARRIED

**(b) BUDGET
REPORT**

The budget report to December 2010 was presented.

MOTION

S. Friesen moved to accept the December 2010 budget report as information.

CARRIED

**ITEM 5:
BUSINESS
ARISING FROM
THE MINUTES**

(a) Municipal Rate Increase – The increase in the Municipal membership for 2012 was discussed. There was no opposition to an increase from the Municipalities that have discussed the increase. Presentations to Councils regarding the benefits of MPTA membership can be booked with N. Halvorson.

MOTION

P. Frixel moved to send letters to Mayor and Council of Municipal Members regarding the council presentations and potential increase in 2012.

CARRIED

(b) Vacation & Activity Guide – The sample map was distributed for comments and suggestions. Actual map size will be 17 x 23 inches. Final proofs of the map will go to the Executive Committee for approval.

(c) DMF Contract with NADC – N. Halvorson stated the contract has been signed with NADC. The budget for the project was handed out. The project starts February 1. Funds must be spent and accounted for by March 15. Service agreements will be signed with George Wright and Emilia Havorka.

MOTION

S. Friesen moved the Executive Committee confirm the agreements and final budget.

CARRIED

**ITEM 6:
NEW BUSINESS**

(a) Credit Card Application – As the current CIBC Visa card has the non-profit limit for \$2000, it has become necessary for the MPTA to apply for another credit card. N. Halvorson will check additional banks as well as WestJet for a card that will meet the needs and provide the best rates.

(b) TAN Board Representative – Jim Reynolds has resigned his position on the Travel Alberta North Board. The replacement appointed from the MPTA shall be an individual that is involved in a tourism business, but not necessarily a member of the MPTA Board. N. Halvorson and Board Members

will continue to search for someone as the replacement

(c) **Booth Replacement** – The MPTA trade show booth was lost by Purolator in January. A claim to Purolator will be submitted. N. Halvorson will research and bring back replacement options.

PLEASE NOTE:

(d) *Board Package Distribution – Three Municipalities have requested the MPTA Board package be sent to the Municipal office instead of directly to Councillor who is the MPTA Board Member. Members in attendance discussed their preference and the importance of ensuring their Municipal Staff receive the information they require. If Members are not able to attend, they should provide their Alternate with the package.*

MOTION

S. Friesen moved that Board Packages be sent to the address designated by the Member and that it is the responsibility of the Municipal Board Member to provide the Municipal staff with the information they require from the package.

CARRIED

Providing draft MPTA Board minutes following the meetings to Municipal offices was also discussed. Members saw value in the minutes being provided to their councils as well as the monthly reports sent by N. Halvorson.

MOTION

S. Friesen moved that draft minutes be emailed to the Municipal Offices after the Board meeting.

CARRIED

**ITEM 7:
EXECUTIVE
DIRECTOR'S AND
WIDE OPEN
ROADS REPORT**

N. Halvorson presented the Executive Director's and Wide Open Roads report. She stated the Wide Open has been a worthwhile project. The Sawridge Inn sees the Rider Market as a viable market and plans to expand the promotions to all of their five properties.

MOTION

C. Anderson moved to accept the Executive Director's and Wide Open Roads report as information.

CARRIED

**ITEM 9:
MEMBERS
BUSINESS**

S. Friesen related the Alberta Pond Hockey Championship will be on Family Day weekend.

J. Bak stated this year is the Village of Berwyn's 75th Anniversary. A Committee is being struck to plan events for the celebration.

L. Gloor reported the Heritage Building initiative in the Peace Region is working towards a regional Heritage Tourism project. The Peace River Museum is hosting a Chinese Restaurant Exhibit called "Chop Suey on the Prairies" in March, April and May.

P. Frixel shared that some of the recreation sites in Clear Hills County are being downsized. Some road issues with access to recreation sites have been identified.

A. Zavisha reported the Hines Creek Museum continues to add buildings. The Museum Society has great volunteers and is a real gem for the Village. The Village of Hines Creek will be involved with the 55 Plus Summer Games.

C. Anderson confirmed the Manning-Ski Hill is operating this season.

L. Chorney reported the preparations for the 55 Plus Summer Games are well underway. Staff members and Chairs for events and venues are in the midst of preparing for the Games. They are now seeking volunteers and accommodations for the event.

The Unmanned Vehicle project has signed a partnership agreement with Grande Prairie Regional College and an office has been opened at the Fairview Campus. The project will utilize the Fairview Airport.

D. Kelly with the Peace Valley Inns started their new online reservations

G. Sandboe stated the Berwyn Chamber is holding their Annual General Meeting on March 2. They will be continuing with the strategic planning.

R. Davidson said the Peace Valley Guest Ranch is quiet this season.

**ITEM 10:
NEXT MEETING
DATE**

March 30, 2011 at 6:30 pm
In the Berwyn Elks Community Centre

**ITEM 11:
ADJOURNMENT**

MOTION

L. Gloor moved the meeting be adjourned.

CARRIED

The meeting was adjourned at 9:15 p.m.

R. Davidson, President

B. Taylor, Recording Secretary

Destination Marketing Meeting
January 17, 2011
Community Futures Boardroom, High Level, AB

Attendance:

Mackenzie Frontier DMO Board Members

Peter Braun – Teleconference
Lyle Duperron – Teleconference
Eleanor Teichroeb
Theresa Shelton
Lisa Wardley
Beth Kappelar
Rick Groeneweggen
Teresa Griffith

Guests

Janet – Town of High Level Tourism Strategy Consultant
Evelyn
Clint Hilhorst – Teleconference
Rosemary Offrey – Teleconference

Staff

Lindsay Thompson (REDI)

1. Election of Board Members:

Beth Kappelar, Theresa Shelton, Eleanor Teichroeb, Teresa Griffith, Rick or Jane Groenewegen, Lyle Duperron

2. Election of Interim Chair:

Beth nominated, accepted

3. Creation of the board:

The meetings will be open to anyone who would like to attend. Quorum will be 50% plus 1. The board will be composed of 12 members, 2 from Mackenzie County, 2 from the Town of High Level and 2 from the Town of Rainbow Lake. There will be 6 Members from industry or public and a paid staff member.

Motion: Teresa Griffith

Carried

4. New Business:

Beth will present information to the Tri-Council Meeting on February 2, 2011. She will provide information about the need for a local organization to promote tourism in the region, and request support from the Municipalities. Lindsay will prepare packages in advance for council members, including the final report from The Studio Group.

5. Next Meeting Date:

February 15, 2011 from 12-3 meeting at community futures or Greenway Bed and Breakfast

