

**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING**

**Tuesday, May 11, 2010  
10:00 a.m.**

**Council Chambers  
Fort Vermilion, Alberta**

**AGENDA**

			Page
<b>CALL TO ORDER:</b>	1.	a) Call to Order	
<b>AGENDA:</b>	2.	a) Adoption of Agenda	
<b>ADOPTION OF PREVIOUS MINUTES:</b>	3.	a) Minutes of the April 28, 2010 Regular Council Meeting	13
<b>BUSINESS ARISING OUT OF THE MINUTES:</b>	4.	a) b)	
<b>DELEGATIONS:</b>	5.	a) Colette Miller, Wilde & Company Chartered Accountants – 11:30 a.m. b) RCMP – 1:30 pm. c) d)	
<b>GENERAL REPORTS:</b>	6.	a) Parks & Recreation Committee Meeting Minutes – March 25, 2010 b) Mackenzie Housing Management Board Meeting Minutes – March 29, 2010 c)	31 37
<b>PUBLIC HEARINGS:</b>	7.	a) Bylaw 749/09 Road Closure, Jacob Thiessen SE	45

13-107-15-W5M – 1:00 p.m.

- b) Bylaw 757/10 Being a Plan Cancellation of Pt. of SW 7-109-13-W5M (Fort Vermilion Rural) – 1:00 p.m. 57

**TENDERS:**

- 8. a) La Crete & Fort Vermilion Airport Upgrades – 1:00 p.m.
- b) Fort Vermilion Administration Building Renovation – 1:00 p.m.
- c) Agricultural Land Lease – 1:00 p.m.
- d) La Crete Administration Building Caretaking Contract – 1:15 p.m.
- e) La Crete Public Works Shop Caretaking Contract – 1:15 p.m.

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- 9. a) Council Committee Reports
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- e) 2010 Budget Amendment for Airports and Buildings (handout)
- f) Borrowing Bylaw for 2010 Capital Projects (handout)
- g) Payment to the Town of High Level for the 2008 and 2009 Capital Projects 131

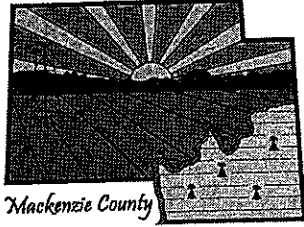
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<b>INFORMATION / CORRESPONDENCE:</b>	14.	a) Information/Correspondence Items	259
<b>IN CAMERA SESSION:</b>	15.	a) Special Projects (AT)	
		b) Inter-municipal Relations	
		c) Fire Invoice	
		d) Access to Plan 002 3789, Block 1, Lot 1 (SE 26-104-14-W5M)	
		e) La Crete Motel Laneway	
		f) Drive-thru Restaurants (La Crete)	
		g) FMA 0200040 Land Withdrawal and Timber Damage/Crown Dues Assessment	
		h)	
		i)	
<b>NEXT MEETING</b>	16.	a) Regular Council Meeting	

**DATE:** Wednesday, May 26, 2010  
4:00 p.m.  
Municipal Office, La Crete, AB

**ADJOURNMENT:** 17. a) Adjournment





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 11, 2010</b>
<b>Presented By:</b>	<b>William Kostiw, Chief Administrative Officer</b>
<b>Title:</b>	<b>Minutes of the April 28, 2010 Regular Council Meeting</b>

### BACKGROUND / PROPOSAL:

Minutes of the April 28, 2010 Regular Council meeting are attached.

### OPTIONS & BENEFITS:

### COSTS & SOURCE OF FUNDING:

### RECOMMENDED ACTION:

That the minutes of the April 28, 2010 Regular Council meeting be adopted as presented.

Author: C. Gabriel

Review by: \_\_\_\_\_

CAO





**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING**

**Wednesday, April 28, 2010  
4:00 p.m.**

**Council Chambers  
Fort Vermilion, Alberta**

**PRESENT:**

Greg Newman	Reeve
Walter Sarapuk	Deputy Reeve
Peter F. Braun	Councillor
Dicky Driedger	Councillor
John W. Driedger	Councillor
Ed Froese	Councillor
Bill Neufeld	Councillor
Ray Toews	Councillor
Lisa Wardley	Councillor
Stuart Watson	Councillor

**ABSENT:**

**ADMINISTRATION:**

William (Bill) Kostiw	Chief Administrative Officer
Joulia Whittleton	Director of Corporate Services
John Klassen	Director of Operations (South)
Mary Jo Van Order	Director 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 April 28, 2010 at the Council Chambers in Fort Vermilion, Alberta.

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

Reeve Newman called the meeting to order at 4:10 p.m.

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

**MOTION 10-04-297** **MOVED** by Councillor Watson

That the agenda be adopted with the following additions:

- 4. a) Mackenzie Housing Management Board
- 10. o) Green Zone Weed Inspector
- 10. p) Canadian Nuclear Safety Commission
- 10. q) CAO Recruitment
- 15. e) Mackenzie Housing Management Board

**CARRIED**

**ADOPTION OF  
PREVIOUS MINUTES:**

**3. a) Minutes of the April 13, 2010 Regular Council Meeting**

**MOTION 10-04-298**

**MOVED** by Councillor Wardley

That the minutes of the April 13, 2010 Regular Council meeting be adopted as presented.

**CARRIED**

**BUSINESS ARISING  
OUT OF THE MINUTES:**

**4. a) Mackenzie Housing Management Board**

**MOTION 10-04-299**

Requires Unanimous

**MOVED** by Councillor Neufeld

That a letter of apology be sent to the Mackenzie Housing Management Board.

**DEFEATED**

**DELEGATIONS:**

**5. a) Dan Turner (Hovercraft)**

Presentation was made by Dan Turner, Chief Technology Officer with Hovertrans Solutions, prior to the Council meeting.

**GENERAL REPORTS:**

**6. a) Municipal Planning Commission Meeting Minutes – March 23, 2010**

**MOTION 10-04-300**

**MOVED** by Councillor Froese

That the Municipal Planning Commission meeting minutes of March 23, 2010 be received for information.

**CARRIED**

**TENDERS:**

**8. a) 2010 Gravel Crushing Program – 4:15 p.m.**

**MOTION 10-04-301**

**MOVED** by Councillor J. Driedger

That the 2010 Gravel Crushing Program Project tenders be opened.

**CARRIED**

Tenders Received:

Knelsen Sand & Gravel \$134,000.00

**MOTION 10-04-302**

**MOVED** by Deputy Reeve Sarapuk

That the 2010 Gravel Crushing Program Project tender be awarded to the lowest qualified bidder within budget.

**CARRIED**

**8. b) 2010 Regravelling Program – 4:15 p.m.**

**MOTION 10-04-303**

**MOVED** by Councillor Wardley

That the 2010 Regravelling Program Project tenders be opened.

**CARRIED**

Tenders Received:

Pit Location:	Knelsen Sand & Gravel	Tree Tech Contracting
Fitter Pit	\$129,750.00	\$141,750.00
West La Crete	\$ 92,920.00	\$ 91,540.00
Zama 0-30	\$ 75,390.00	\$ 77,880.00
Zama 31-60	\$ 97,890.00	\$ 83,880.00
Assumption 0-20	\$ 34,483.50	\$ 40,545.00
Assumption 21-40	\$ 38,556.00	\$ 42,795.00
South Talk Cree	\$ 11,100.00	\$ 6,990.00

**MOTION 10-04-304**

**MOVED** by Councillor Watson

That the 2010 Regravelling Program Project tender be awarded to the lowest qualified bidder.

**CARRIED**

**8. c) Mackenzie County Administration Building –  
 Renovation May 11, 2010 at 2:00 p.m.**

**8. d) La Crete & Fort Vermilion Airport Upgrades – May 11,  
 2010 at 10:30 a.m.**

The tender opening date for the Mackenzie County administration building renovation and the La Crete and Fort Vermilion airport upgrades was changed to May 11, 2010.

**14. a) Information/Correspondence (ADDITION)**

**MOTION 10-04-305**

**MOVED** by Councillor Toews

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

**CARRIED**

**PUBLIC HEARINGS: 7. a) Bylaw 758/10 Municipal Reserve Closure and Sale Plan 102 1703, Block 39, Lot 40MR (La Crete)**

Reeve Newman called the public hearing for Bylaw 758/10 to order at 4:34 p.m.

Reeve Newman asked if the public hearing for proposed Bylaw 758/10 was properly advertised. Mary Jo Van Order, Director of Planning and Development, answered that the bylaw was advertised in accordance with the Municipal Government Act.

Reeve Newman asked the Development Authority to outline the proposed land use bylaw amendment. Mary Jo Van Order, Director of Planning and Development, presented the Development Authority's submission and indicated that first reading was given on March 24, 2010.

Reeve Newman asked if Council has any questions of the proposed land use bylaw amendment. There were no questions.

Reeve Newman asked if any submissions were received in regards to proposed Bylaw 758/10. No submissions were received.

Reeve Newman asked if there was anyone present who would like to speak in regards to the proposed Bylaw 758/10. There was no one present to speak to the proposed bylaw.

Reeve Newman closed the public hearing for Bylaw 758/10 at 4:35 p.m.

**MOTION 10-04-306 MOVED by Councillor Froese**

That second reading be given to Bylaw 758/10, being a Land Use Bylaw Amendment to close and sell Plan 102 1703, Block 39, Lot 40MR.

**CARRIED**

**MOTION 10-04-307 MOVED by Councillor J. Driedger**

That third reading be given to Bylaw 758/10, being a Land Use

Bylaw Amendment to close and sell Plan 102 1703, Block 39, Lot 40MR.

**CARRIED**

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

9. a) None

**CORPORATE  
SERVICES:**

10. a) 2009 Provincial Grants Allocations

**MOTION 10-04-308**

**MOVED** by Councillor Braun

That the 2009 grants report showing provincial grants allocations to various projects and the remaining amounts be received for information.

**CARRIED**

10. b) 2009 Capital Projects over Budget

**MOTION 10-04-309**  
Requires 2/3

**MOVED** by Councillor Wardley

That the 2009 capital projects over expenditures of \$247,216 be funded as follows, \$73,809 through operating fund, \$59,357 through reserves and \$109,469 through grants as recommended.

**CARRIED**

10. c) 2010 Operating and Capital Budgets

Reeve Newman recessed the meeting at 5:40 p.m. and reconvened the meeting 6:23 p.m.

**MOTION 10-04-310**  
Requires 2/3

**MOVED** by Councillor Braun

That the 2010 operating and capital budgets be approved as amended.

**CARRIED UNANIMOUSLY**

10. d) Bylaw 761/10 2010 Tax Rate Bylaw

**MOTION 10-04-311**  
Requires 2/3

**MOVED** by Councillor J. Driedger

That first reading be given to Bylaw 761/10 being a tax rate bylaw for the Mackenzie County as amended.

**CARRIED**

**MOTION 10-04-312**

Requires 2/3

**MOVED** by Councillor Braun

That second reading be given to Bylaw 761/10 being a tax rate bylaw for the Mackenzie County as amended.

**CARRIED**

**MOTION 10-04-313**

Requires Unanimous

**MOVED** by Deputy Reeve Sarapuk

That consideration be given to go to third reading of Bylaw 761/10 being a tax rate bylaw for the Mackenzie County.

**CARRIED**

**MOTION 10-04-314**

Requires 2/3

**MOVED** by Councillor D. Driedger

That third reading be given to Bylaw 761/10 being a tax rate bylaw for the Mackenzie County as amended.

**CARRIED UNANIMOUSLY**

Reeve Newman recessed the meeting at 7:15 p.m. and reconvened at 7:28 p.m.

**10. e) RESV07 Emergency Reserve Policy**

**MOTION 10-04-315**

Requires 2/3

**MOVED** by Councillor Braun

That the Emergency Reserve Policy RESV07 be amended as presented.

**CARRIED**

**10. f) Compensation for Seasonal (Summer) Staff**

**MOTION 10-04-316**

**MOVED** by Councillor Braun

That Policy ADM046 Hiring Policy be approved as amended.

**CARRIED**

**10. g) Bylaw 760/10 Assessment Review Boards**

**MOTION 10-04-317**

**MOVED** by Councillor Neufeld

That first reading be given to Bylaw 760/10 Assessment Review Boards.

**CARRIED**

**MOTION 10-04-318**

**MOVED** by Councillor Wardley

That second reading be given to Bylaw 760/10 Assessment Review Boards.

**CARRIED**

**MOTION 10-04-319**

Requires Unanimous

**MOVED** by Councillor Watson

That consideration be given to go to third reading of Bylaw 760/10 Assessment Review Boards.

**CARRIED UNANIMOUSLY**

**MOTION 10-04-320**

**MOVED** by Councillor J. Driedger

That third reading be given to Bylaw 760/10 Assessment Review Boards.

**CARRIED**

**10. h) Rail Freight Service Review – Draft Submission**

**MOTION 10-04-321**

**MOVED** by Councillor D. Driedger

That the rail freight service review submission be received for information.

**CARRIED**

**10. i) Water & Sewer Agreement – Tall Cree**

**MOTION 10-04-322**

**MOVED** by Councillor Wardley

That the Finance Committee be authorized to negotiate a service agreement with Tall Cree First Nation for Council review.

**CARRIED**

**10. j) Public Lands**

**MOTION 10-04-323**

**MOVED** by Deputy Reeve Sarapuk

That administration be authorized to request clarification regarding Order in Council 77/2010 Public Lands Act.

**CARRIED**

**10. k) County Ratepayer Meeting Format**

**MOTION 10-04-324**

**MOVED** by Councillor Watson

That ratepayer meeting format be changed as discussed.

**CARRIED**

**10. l) Fort Vermilion Recreation Board – Election Process**

**MOTION 10-04-325**

**MOVED** by Reeve Newman

That all individuals elected to recreation boards must be residents of the County.

**CARRIED**

**10. m) AAMD&C Zone Meeting (August 13, 2010)**

**MOTION 10-04-326**

**MOVED** by Councillor J. Driedger

That administration proceed with the AAMD&C Zone meeting preparations for August 13, 2010 as presented.

**CARRIED**

**10. n) Mackenzie Regional Waste Management Commission  
– Letter of Support**

**MOTION 10-04-327**

**MOVED** by Councillor Braun

That Council send a letter of support for the Mackenzie Regional Waste Management Commission's paint recycling program.

**CARRIED**

**10. o) Green Zone Weed Inspector (Addition)**

**MOTION 10-04-328**

Requires Unanimous

**MOVED** by Councillor J. Driedger

That weed inspection services at a cost of \$25,000.00 be authorized with funding coming from the General Operating budget.



**CARRIED UNANIMOUSLY**

**10. p) Canadian Nuclear Safety Commission (ADDITION)**

**MOTION 10-04-329**  
Requires Unanimous

**MOVED** by Councillor D. Driedger

That two Councillors be authorized to attend the Canadian Nuclear Safety Commission meeting on May 4, 2010 in Manning.

**CARRIED UNANIMOUSLY**

**MOTION 10-04-330**  
Requires Unanimous

**MOVED** by Councillor Braun

That Councillor Neufeld and Councillor J. Driedger be authorized to attend the Canadian Nuclear Safety Commission meeting on May 4, 2010 in Manning.

**CARRIED UNANIMOUSLY**

**10. q) CAO Recruitment (ADDITION)**

**MOTION 10-04-331**  
Requires Unanimous

**MOVED** by Councillor Wardley

That administration proceed with a Request for Proposals for CAO recruitment assistance to be brought back to Council for decision at the June 8, 2010 Council meeting.

**CARRIED UNANIMOUSLY**

**OPERATIONAL  
SERVICES:**

**11. a) Subdivision Maintenance**

**MOTION 10-04-332**

**MOVED** by Councillor Braun

That Council instruct the Municipal Planning Commission to review the subdivision maintenance procedures and format a Development Agreement and advise Council of the recommended changes.

**CARRIED**

**11. b) Bridge File 76279 (NW 28-109-12-W5)**

**MOTION 10-04-333**

**MOVED** by Councillor Neufeld

That Council instruct administration to proceed to tender Bridge File 76279 (NW 28-109-12-W5) for tender and construction in

2011, subject to Alberta Transportation approval.

**CARRIED**

**11. c) Council Road Inspection Tour**

**MOTION 10-04-334**

**MOVED** by Councillor Neufeld

That Council conduct a road inspection tour with Alberta Transportation officials and administration on June 10 & 11, 2010.

**CARRIED**

**PLANNING AND  
DEVELOPMENT:**

**12. a) Postponement of Area Structure Plan Update for the  
Hamlets of Fort Vermilion, La Crete and Zama**

**MOTION 10-04-335**

**MOVED** by Councillor Froese

That the Area Structure Plans for the hamlets of Fort Vermilion, La Crete and Zama be postponed for reconsideration in the 2011 budget.

**CARRIED**

**12. b) Planning Policy Review – Road Extension to  
Woodland RV Park, Range Road 15-2 (South of La  
Crete Boundary)**

**MOTION 10-04-336**

**MOVED** by Councillor Neufeld

That the moratorium on Rural Country Residential Subdivisions be lifted.

Councillor J. Driedger requested a recorded vote.

In Favor:  
Councillor J. Driedger  
Reeve Newman  
Councillor Braun  
Councillor Neufeld

Opposed:  
Councillor D. Driedger  
Councillor Wardley  
Councillor Toews  
Councillor Watson  
Deputy Reeve Sarapuk  
Councillor Froese

**DEFEATED**

Councillor Toews left the meeting at 8:30 p.m.

**12. c) Survey Costs for Land Dedication Agreement Portion of NW 9-106-15-W5 (Vanguard Realty Ltd.) (La Crete)**

**MOTION 10-04-337**

**MOVED** by Reeve Newman

That administration move forward with the Memorandum of Understanding (MOU) with Vanguard Realty Ltd. (NW 9-106-15-W5) with the County paying for most of the survey, caveat and transfer costs (half of the large northeast MR parcels and for all of the remainder MR as described in the MOU).

**CARRIED**

**12. d) Development Permit 62-DP-10 Woodland RV Park (La Crete Rural)**

Councillor Toews rejoined the meeting at 8:37 p.m.

**MOTION 10-04-338**

**MOVED** by Councillor Neufeld

That Development Permit 62-DP-10 on Part of SW 35-105-15-W5M (Plan 012 1774, Lot 1) be referred to the Municipal Planning Commission with a condition that the County will not be held liable to construct an access road.

**CARRIED**

**EMERGENCY AND  
ENFORCEMENT  
SERVICES:**

**13. a) Fort Vermilion Fire & Rescue – Appointment of Fire Chief & Deputy Fire Chief**

**MOTION 10-04-339**

**MOVED** by Councillor Toews

That Dave Schmidt be appointed as the Fire Chief for the Fort Vermilion Fire & Rescue Department.

**CARRIED**

**MOTION 10-04-340**

**MOVED** by Councillor Froese

That Chris Fahey be appointed as the Deputy Fire Chief for the Fort Vermilion Fire & Rescue Department.

**CARRIED**

**13. b) La Crete Fire & Rescue – Appointment of Deputy Fire Chief**

**MOTION 10-04-341**

**MOVED** by Councillor Braun

That Jack Wiebe be appointed as Deputy Fire Chief for the La Crete Fire Department.

**CARRIED**

**13. c) Hamlet Fire Permits/Burn Barrels**

**MOTION 10-04-342**

**MOVED** by Councillor J. Driedger

That the hamlet fire permits/burn barrels be received for information.

**CARRIED**

**13. d) Fire Bans**

**MOTION 10-04-343**

**MOVED** by Councillor Watson

That Bylaw 684/08 Fire Services be brought back to Council for further review.

**CARRIED**

**13. e) Enhanced Policing**

**MOTION 10-04-344**

**MOVED** by Councillor Braun

That Council approve a three year funding agreement for a second Enhanced Policing member and that Councillor Braun, Councillor J. Driedger, and Reeve Newman be authorized to negotiate the terms of a final contract.

**CARRIED**

**13. f) Municipal Emergency Management Program (MEMP)  
Guide Workshop**

**MOTION 10-04-345**

**MOVED** by Councillor Toews

That the Municipal Emergency Management Program guide workshop be received for information.

**CARRIED**

**INFORMATION/  
CORRESPONDENCE**

**14. a) Information/Correspondence**

**MOTION 10-04-346**

**MOVED** by Councillor Neufeld

That the information/correspondence items be received for information.

**CARRIED**

**IN CAMERA SESSION:**

**MOTION 10-04-347**

**MOVED** by Councillor Watson

That Council move in-camera to discuss issues under the Freedom of Information and Protection of Privacy Regulations 18 (1) at 8:51 p.m.

- 15. a) Mustus Energy Electrical Contract
- 15. b) Personnel
- 15. c) Fire Coordinator
- 15. d) Legal (Property Access)
- 15. e) Mackenzie Housing Management Board (Addition)

**CARRIED**

**MOTION 10-04-348**

**MOVED** by Councillor J. Driedger

That Council move out of camera at 9:39 p.m.

**CARRIED**

**15. a) Mustus Energy Electrical Contract**

**MOTION 10-04-349**

**MOVED** by Councillor Neufeld

That Council continue to negotiate the Mustus Energy electrical contract as discussed.

**CARRIED**

**15. b) Personnel**

**MOTION 10-04-350**

**MOVED** by Councillor J. Driedger

That the personnel update be received for information.

**CARRIED**

**15. c) Fire Coordinator**

**MOTION 10-04-351**

**MOVED** by Councillor Wardley

That administration explore a safety & environmental coordinator position.

**CARRIED**

**15. d) Legal (Property Access)**

**MOTION 10-04-352**

**MOVED** by Deputy Reeve Sarapuk

That the access to Plan 002 3789, Block 1, Lot 1 be tabled for further information.

**CARRIED**

**15. e) Mackenzie Housing Management Board (Addition)**

**MOTION 10-04-353**

Requires Unanimous

**MOVED** by Councillor D. Driedger

That the County accept the resignation with regret and advertise the vacant member at large position on the Mackenzie Housing Management Board.

**CARRIED UNANIMOUSLY**

**MOTION 10-04-354**

Requires Unanimous

**MOVED** by Councillor Braun

That a letter be sent to the Hon. Frank Oberle and the Hon. Hector Goudreau to attend the official opening of the new La Crete administration building.

**CARRIED UNANIMOUSLY**

**NEXT MEETING DATE:**

**16. a) Regular Council Meeting**  
Tuesday, May 11, 2010  
10:00 a.m.  
Council Chambers, Fort Vermilion, AB

**ADJOURNMENT:**

**17. a) Adjournment**

**MOTION 10-04-355**

**MOVED** by Councillor J. Driedger

That the Council meeting be adjourned at 9:46 p.m.

**CARRIED**

These minutes will be presented to Council for approval on May 11, 2010.

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Greg Newman  
Reeve

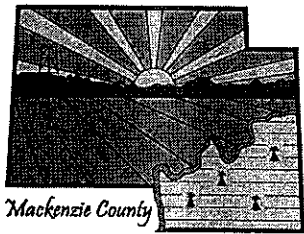
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William Kostiw  
Chief Administrative Officer

DRAFT







# MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	Regular Council Meeting
<b>Meeting Date:</b>	May 11, 2010
<b>Presented By:</b>	John Klassen, Director of Operations – South
<b>Title:</b>	Parks and Recreation Committee Meeting Minutes March 25, 2010

**BACKGROUND / PROPOSAL:**

The adopted minutes of the March 25, 2010 Parks and Recreation Committee meeting are attached.

**OPTIONS & BENEFITS:**

N/A

**COSTS & SOURCE OF FUNDING:**

N/A

**RECOMMENDED ACTION:**

That the Parks and Recreation Committee meeting minutes of March 25, 2010 be received for information.

Author: L. Schmidt Review Date: \_\_\_\_\_ CAO \_\_\_\_\_



**MACKENZIE COUNTY  
PARKS AND RECREATION COMMITTEE**

**March 25, 2010  
12:00 pm**

**Fort Vermilion Council Chambers  
Fort Vermilion, Alberta**

**MINUTES**

<b>PRESENT:</b>	<b>Lisa Wardley Peter Braun Dicky Driedger Ray Toews</b>	<b>Chair, Councilor Vice Chair, Councilor Councilor Councilor</b>
<b>ALSO PRESENT:</b>	<b>John Klassen Joulia Whittleton Lisa Schmidt Henry Klassen</b>	<b>Director of Operations, South Director of Corporate Services Public Works Administrative Officer Leadhand – Parks, Playgrounds, Facilities &amp; Solid Waste</b>
<b>ABSENT:</b>	<b>Bill Kostiw Carla Komarnicki</b>	<b>CAO Public Works Administrative Officer, North, Utilities Clerk</b>

**DELEGATIONS:**

**CALL TO ORDER:**

1. a) Call to Order

Councilor Wardley called the meeting to order at 12:40 pm.

**DELEGATIONS:**

- 2.

**AGENDA:**

3. a) Adoption of Agenda

**MOTION 10-014**

**MOVED** by Councilor Braun

That the agenda be adopted as amended with the addition of:  
9 a) REDI Video

**CARRIED**

**MINUTES:**

4. a) Adoption of the February 24, 2010 minutes

**MOTION 10-015**

**MOVED** by Councilor Toews

That the minutes of February 24, 2010 Parks and Recreation  
Committee meeting be adopted as presented.

**CARRIED**

**BUSINESS ARISING  
OUT OF THE MINUTES:** 5.

**ACTION LIST:** 6. a) Adoption of the February 24, 2010 action list

**MOTION 10-016** **MOVED** by Councilor Driedger

That the action list of the February 24, 2010 Parks and Recreation Committee meeting be adopted as presented.

**CARRIED**

**NEW BUSINESS:** 7.

**Joulia Whittleton left meeting at 1:15 pm.**

**MOTION 10-017** **MOVED** by Councilor Wardley

That the old toilet should be removed from the Wadlin Lake Campground.

**CARRIED**

**Councilor Wardley recessed meeting at 1:58 pm.**

**Councilor Wardley reconvened meeting at 2:10 pm.**

**MOTION 10-018** **MOVED** by Councilor Braun

That administration move forward in pursuing a long term lease at Machesis Lake as opposed to a service agreement and attach a five year plan.

**CARRIED**

**MOTION 10-019** **MOVED** by Councilor Wardley

That the Bridge Campsite plan be brought to the next council meeting with an RFD for a letter to be written to Minister Addy and Minister Knight outlining the County's desire to have the current PRA included as part of a larger SRD Recreational lease. A map should be attached and Provincial Parks support for this initiative should be mentioned.

**CARRIED**

**INFORMATION/  
CORRESPONDENCE:** 8.

**ADDITIONAL ITEMS:** 9.

**Joulia Whittleton entered meeting 3:55 pm  
Joulia Whittleton left meeting 3:57 pm**

**NEXT MEETING  
DATE:**

10. a) Parks and Recreation Committee Meeting

The next Parks and Recreation Committee meeting is scheduled for April 28, 2010 at 12:00 pm in Fort Vermilion Council Chambers.

**ADJOURNMENT:** 11. a) Adjournment

**MOTION 10-020**

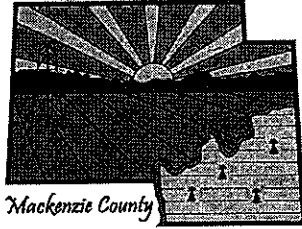
**MOVED** by Councilor Braun

That the Parks and Recreation Committee Meeting be adjourned at 4:10 pm. <sup>7</sup>

**CARRIED**

These minutes were adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2010





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 11, 2010</b>
<b>Presented By:</b>	<b>William Kostiw, Chief Administrative Officer</b>
<b>Title:</b>	<b>Mackenzie Housing Management Board Meeting Minutes – March 29, 2010</b>

### BACKGROUND / PROPOSAL:

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

### OPTIONS & BENEFITS:

### COSTS & SOURCE OF FUNDING:

### RECOMMENDED ACTION:

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

Author: C. Gabriel

Review By: \_\_\_\_\_

CAO





**MACKENZIE HOUSING MANAGEMENT BOARD  
REGULAR BOARD MEETING  
March 29, 2010 – 10:00 A.M.  
Fireside Room – Heimstaed Lodge**

**In Attendance:** Wally Schroeder, Chair  
Ray Toews, Vice Chair  
George Friesen  
Abe Peters  
Shirley Rechlo  
Peter Wieler  
Norm Van Vliet  
Dave Neufeld  
Peter Ernst

**Regrets:** Daryl Zielsdorf  
Ellis Forest

**Administration:** Barb Spurgeon, Chief Administrative Officer  
Dorothy Klassen, Lodge Manager  
Lisa Unruh, Executive Assistant

**Call to Order:** Chair Wally Schroeder called the Board meeting to order at 10:00 a.m.

**Agenda:** Approval of Agenda

10-032 Moved by Peter Wieler

That the agenda be amended to include:  
2.1 Oath of Confidentiality

Carried

**Minutes:** February 22, 2010 Board Meeting

10-033 Moved by Dave Neufeld

That the minutes of the February 22, 2010 regular board meeting be approved as distributed.

Carried

**Reports:** **CAO Report**

10-034 Moved by Norm Van Vliet

That the Chief Administrative Officer report be accepted for information.

Carried

**Financial Reports** **Housing – February 28, 2010**

10-035 Moved by Ray Toews

That the February 28, 2010 Housing financial report be accepted for information.

Carried

**Lodge – February 28, 2010**

10-036 Moved by Peter Wieler

That the February 28, 2010 Lodge financial report be accepted for information.

Carried

**Assisted Care – February 28, 2010**

10-037 Moved by George Friesen

That the February 28, 2010 Assisted Care financial report be accepted for information.

Carried

**New Business:** **2009 Audited Financial Statements**

Tara Waddy from Meyers Norris Penny entered the meeting via tele-conference at 10:30 a.m.

Chairman Schroeder welcomed Ms. Waddy to the meeting at 10:31 a.m.

Ms. Waddy reviewed and answered questions regarding the audited financial statements.

Chairman Schroeder thanked Ms. Waddy for her presentation and she left the meeting at 11:14 a.m.

10-038

Moved by Peter Wieler

That the 2009 audited financial statements prepared by Meyers Norris Penny LLP be approved as distributed.

Carried

Chairman Schroeder recessed the regular board meeting at 11:15 a.m.

Chairman Schroeder reconvened the regular board meeting at 11:30 a.m.

**Conflict of Interest – Legal Opinion**

10-039

Moved by Ray Toews

That a legal opinion on conflict of interest for board members be obtained from Reynolds Mirth Richards Farmer LLP.

Carried

**Assisted Living Budget 2010**

10-040

Moved by George Friesen

That consideration be given to move in camera at 11:45 a.m.

Carried

10-041 Moved by Dave Neufeld

That consideration be given to move out of in camera at 12:16 p.m.

Carried

10-042 Moved by George Friesen

That the Assisted Living budget be accepted as information.

Carried

**Health Contract Negotiations**

10-043 Moved by Peter Wieler

That George Friesen and Wally Schroeder arrange a meeting with the Health Minister to discuss our Health contract; and that the Health Contract be extended to June 30, 2010 with the condition that the contract be negotiated retroactive to January 2009.

Carried

**Utilizing the Revolving Account**

10-044 Moved by George Friesen

That Administration be authorized to use the revolving account in April 2010 if necessary.

Carried

**Lease Request from LCMNA**

10-045 Moved by Peter Ernst

That this item be tabled until a legal opinion on conflict of interest for board members be obtained from Reynolds Mirth Richards Farmer LLP.

Carried

Chairman Schroeder recessed the regular board meeting for lunch at 12:17 p.m.

Chairman Schroeder reconvened the regular board meeting at 12:48 p.m.

**Revolving Account - ATB**

10-046

Moved by Peter Ernst

That the Revolving Account - ATB be accepted for information.

Carried

**Correspondence from Mackenzie County**

10-047

Moved by Peter Ernst

That a letter be written to Mackenzie County advising attendance at their April 13<sup>th</sup> Council meeting.

Carried

**Round Table Discussion – Norm Van Vliet**

A general discussion was held regarding board policy & procedures.

**Information Items:**

10-048

Moved by George Friesen

That the following items be accepted for information:

Bank reconciliation for January & February 2010

Carried

**In Camera**

**Personnel**

10-049

Moved by George Friesen

That consideration be given to move in camera at 1:40 p.m.

Carried

10-050

Moved by Norm Van Vliet

That consideration be given to move out of in camera at 2:00 p.m.

Carried

10-051

Moved by Ray Toews

That the Chair respond to Mr. Wiebe's letter as discussed.

Carried

**Next Meeting Date:**

Regular Board Meeting  
April 26, 2010 – 10:00 a.m.  
Fireside Room – Phase I  
Heimstaed Lodge

**Adjournment:**

10-052

Moved by Peter Wieler

That the board meeting of March 29, 2010 be adjourned at 2:00 p.m.

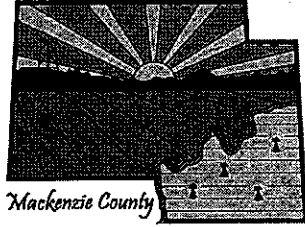
Carried

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Wally Schroeder, Chair

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Lisa Unruh, Executive Assistant



# MACKENZIE COUNTY

## REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 11, 2010</b>
<b>Presented By:</b>	<b>Mary Jo Van Order, Director of Planning and Development</b>
<b>Title:</b>	<b>PUBLIC HEARING Bylaw 749/09- Road Closure-Jacob Thiessen SE 13-107-15-W5M (Blumenort Area)</b>

### BACKGROUND / PROPOSAL:

Bylaw 749/09, received first reading at the February 9, 2010 Council meeting, being a request to close a portion of undeveloped road plan in order to accommodate subdividing a farmstead from SE 13-107-15-W5M. Bylaw 749/09 was forwarded to the Minister of Transportation for approval.

Approval for Bylaw 749/09 was given by the Minister of Transportation on April 9, 2010.

In 1940 a road plan was designed through several crown owned quarter sections of land in order to bypass a slough. The road was registered at Land Titles as Plan 2106EU but it was never built. Later a road was built on the government road allowances to the east of this quarter. Road Plan 2106EU was abandoned.

The applicant bought the quarter section of land in 1968 and was not fully aware of Road Plan 2106EU. He was of the understanding that the road plan was the undeveloped road allowance on the east side of his quarter section. It was not until three years ago that he found out the exact location of Road Plan 2106EU when surveyors came out and removed the pins. At that time he did not think anything of it as it had never affected his land or the use.

Now the applicant is in the process of subdividing out the homestead however this cannot be completed until Road Plan 2106EU is closed or part thereof, as the road plan cuts directly across the proposed homestead separation and his access into the yard

**Author:** Liane Lambert,  
Development Officer  
\_\_\_\_\_

**Reviewed by:** Mary Jo Van Order,  
Director of Planning  
and Development  
\_\_\_\_\_

**CAO**

site. Subdivision 30-SUB-09 was approved January 26, 2010 with condition that the road be closed.

On December 9th, 2009, the Municipal Planning Commission recommended Bylaw 749/09 be presented to Council for the approval of closing the portion of Road Plan 2106EU on the east side of SE 13-107-15-W5M in order to allow for the homestead separation.

Bylaw 749/09 was prepared to go to the January 12<sup>th</sup> Council meeting for first reading. However, during the preliminary reviews administration was instructed to investigate closing the entire road which crosses three quarter sections (two of which are owned by the applicant).

The applicant was asked that if the County closed the entire unused Road Plan 2106EU that crosses both his quarters would he consider purchasing and doing a consolidation as per County Policy PW028. His reply was that he would like the entire road closed but he does not want to pay for the land. If he has to pay for the land then he only wants the piece of road closed that crosses the proposed subdivision.

**OPTIONS & BENEFITS:**

As per M.D of Mackenzie Policy PW028 a closed undeveloped road allowance is to be sold at "market value as established by the M.D". The County's Land Assessor, advised administration that in general, farm land is now selling at a high price:

Current Market Value approximately \$1000.00 per acre.  
Current County Farm Assessed Value, \$97.93 per acre.

The entire portion of road plan across both of the applicant's quarters is approximately 7.76 ac and over SE 13-107-15-W5M only is 4.35 ac. The portion of road running through the proposed subdivision plan is approximately 0.95 ac.

**COSTS & SOURCE OF FUNDING:**

All costs will be borne by the applicant.

**RECOMMENDED ACTION:**

**MOTION 1**

That second reading be given to Bylaw 749/09 being a road closure bylaw to close and sell that portion of the undeveloped road plan 2106EU, lying on the east half of 13-107-15-W5M

**Author:** Liane Lambert,  
Development Officer

**Reviewed by:** Mary Jo Van Order,  
Director of Planning  
and Development

**CAO**



**MOTION 2**

That third reading be given to Bylaw 749/09 being a road closure bylaw to close and sell that portion of the undeveloped road plan 2106EU, lying on the east half of 13-107-15-W5M

**Author:** Liane Lambert,  
Development Officer

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**Reviewed by:** Mary Jo Van Order,  
Director of Planning  
and Development

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**CAO**

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**Mackenzie County**

**PUBLIC HEARING FOR LAND USE BYLAW AMENDMENT**

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

**Order of Presentation**

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

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

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

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

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

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

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

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

**REMARKS/COMMENTS:**

**BYLAW NO. 749/09**  
**BEING A BYLAW OF**  
**MACKENZIE COUNTY**  
**IN THE PROVINCE OF ALBERTA**

**FOR THE PURPOSE OF CLOSING A PORTION OF A PUBLIC ROAD ALLOWANCE  
IN ACCORDANCE WITH SECTIONS 22, 24 AND 606 OF THE  
MUNICIPAL GOVERNMENT ACT, CHAPTER M-26,  
REVISED STATUTES OF ALBERTA 2000.**

**WHEREAS**, Council of Mackenzie County has determined that the road plan as outlined on Schedule A attached hereto, be subject to a road closure, and

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

**NOW THEREFORE**, be it resolved that the Council of Mackenzie County does hereby close and sell the road plan described as follows, subject to the rights of access granted by other legislation or regulations:

1. All that portion of Road Plan 2106EU situated south of the north boundary of the NE 13-107-15-W5M containing \_\_\_\_\_ hectares (\_\_\_\_ acres) more or less. Excepting thereout all mines and minerals.

READ a first time this 9<sup>th</sup> day of February, 2010.

---

Greg Newman  
Reeve

---

William Kostiw  
Chief Administrative Officer

APPROVED this 9<sup>th</sup> day of April, 2010.

---

Minister of Transportation

Approval valid for \_\_\_\_\_ months.

READ a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2010.

READ a third time and finally passed this \_\_\_\_\_ day of \_\_\_\_\_, 2010.

---

Greg Newman  
Reeve

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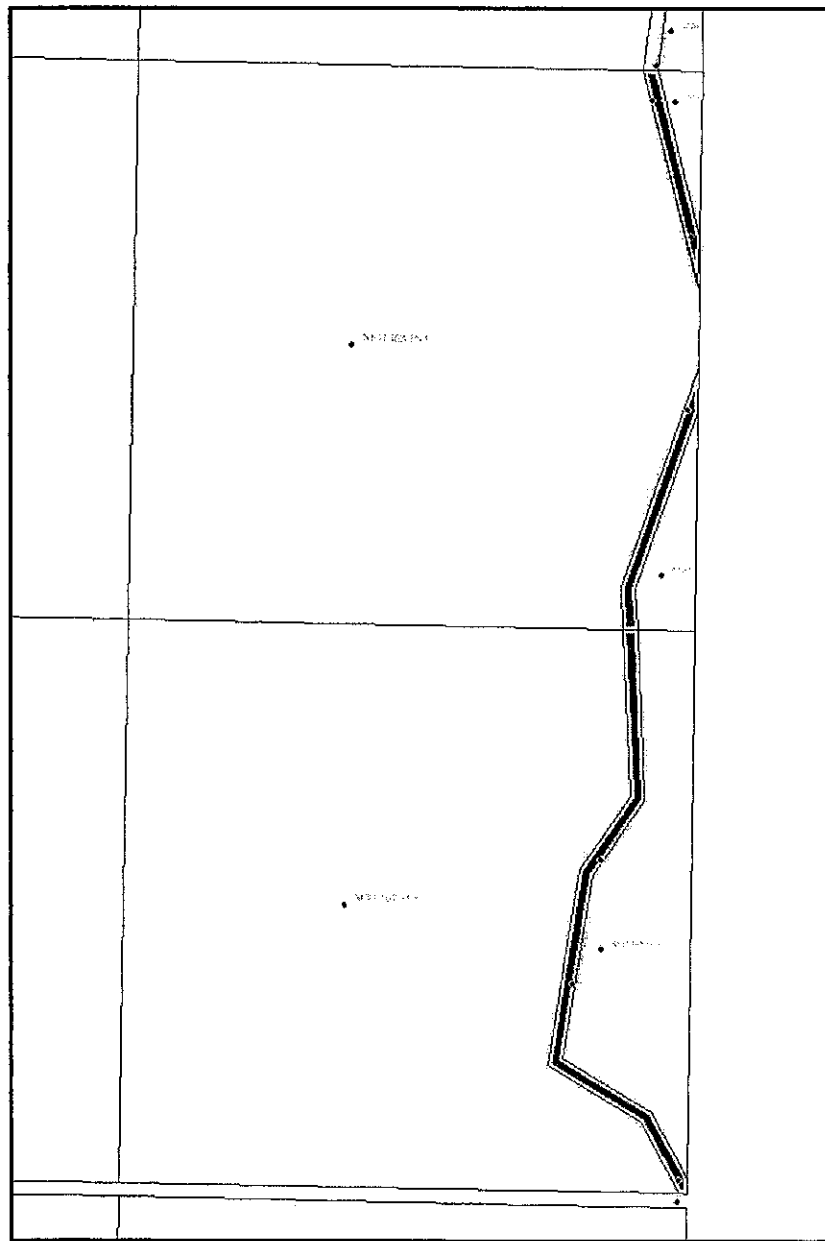
William Kostiw  
Chief Administrative Officer

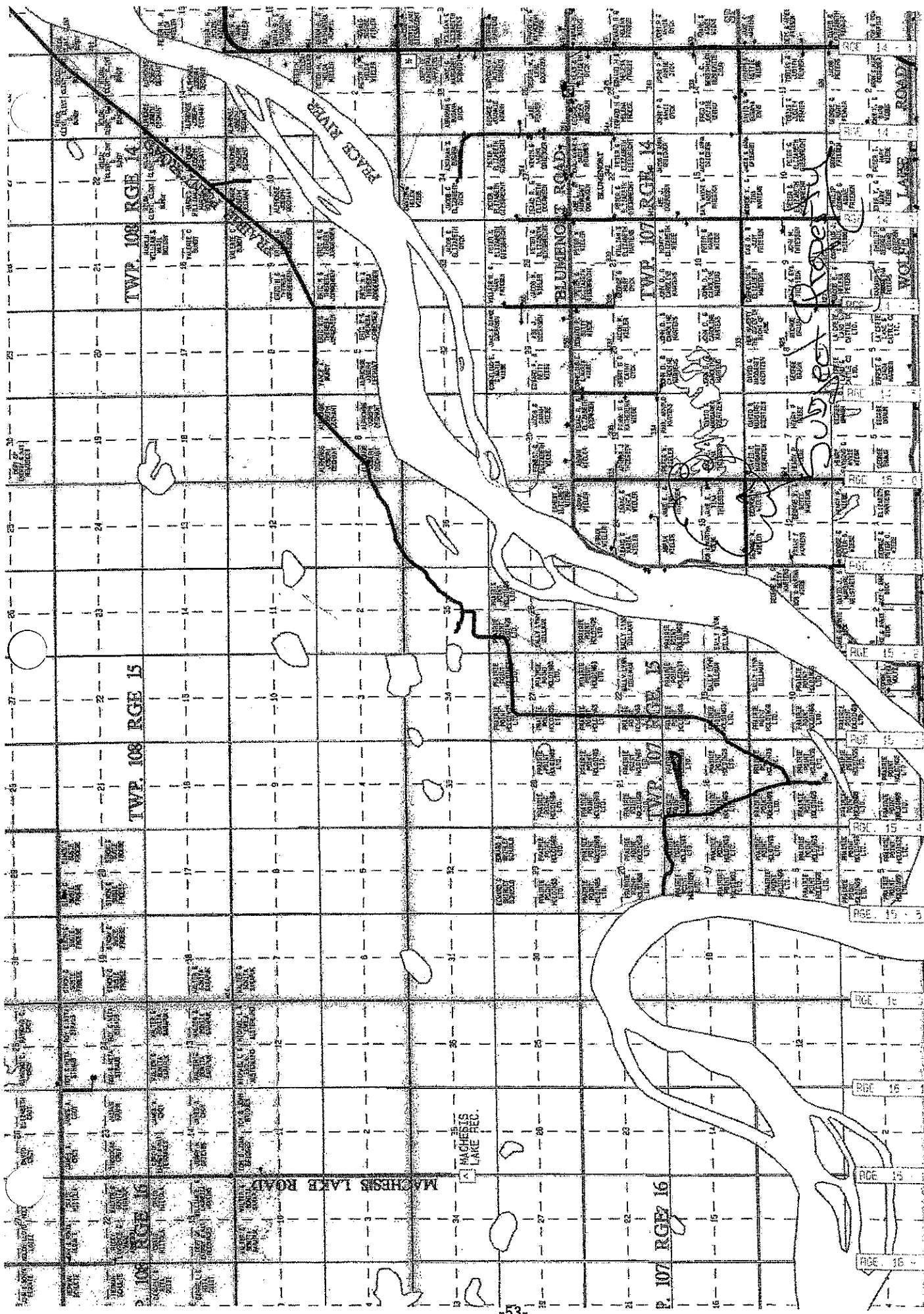
**BYLAW No. 749/09**

**SCHEDULE "A"**

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

All that portion of Road Plan 2106EU situated south of the north boundary of the NE 13-107-15-W5M containing \_\_\_\_\_ hectares (\_\_\_\_ acres) more or less. Excepting thereout all mines and minerals.





TWP. 108 RGE. 14

TWP. 108 RGE. 15

TWP. 107 RGE. 16

TWP. 107 RGE. 14

TWP. 107 RGE. 15

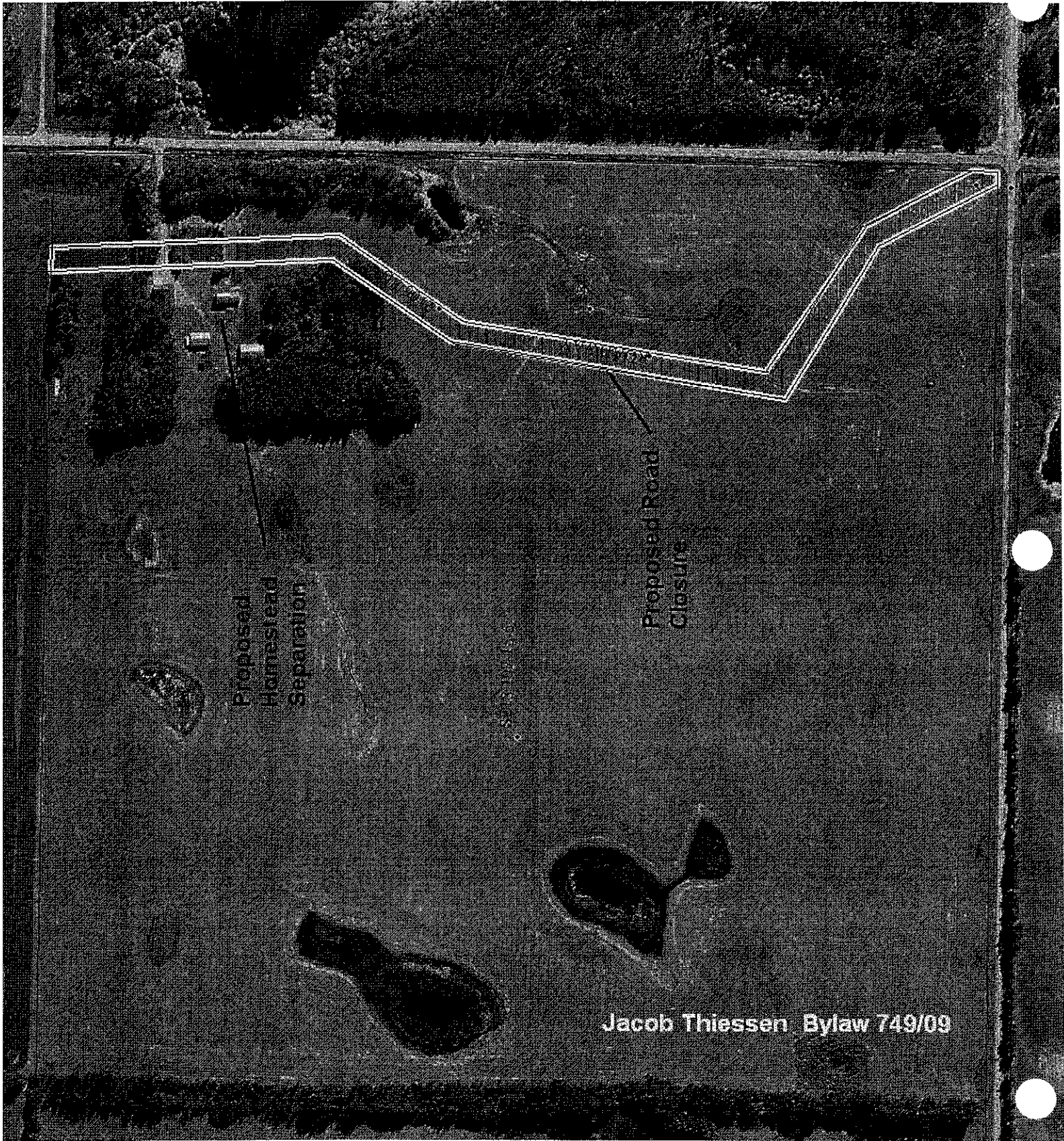
TWP. 107 RGE. 16

MACHESIE LAKE ROAD

BLUMENCO T. ROAD

MACHESIE LAKE ROAD

MACHESIE LAKE REC.

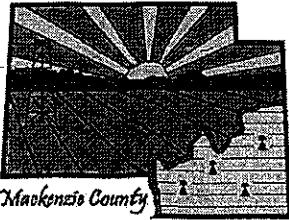


Proposed  
Homestead  
Separation

Proposed Road  
Closure

Jacob Thiessen Bylaw 749/09





# LAND USE BYLAW AMENDMENT APPLICATION

APPLICATION NO. 749/09

NAME OF APPLICANT <u>Jacob Thiessen</u>		
ADDRESS <u>Box 324 La Crete AB</u>		
TOWN		
POSTAL CODE <u>T0H 2H0</u>	PHONE (RES.) <u>8-2140</u>	BUS. <u>841-4517</u>

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

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

QTR./LS.	SEC.	TWP.	RANGE	M.	OR	PLAN <u>2106 EU</u>	BLK	LOT
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(456ac)

### LAND USE CLASSIFICATION AMENDMENT PROPOSED:

FROM: Road Closure TO: \_\_\_\_\_

Road Plan w/ SE 13-107-15-WSM

### REASONS SUPPORTING PROPOSED AMENDMENT:

Request closure of Road Plan 2106 EU which is registered through SE 13-107-15-WSM. This road plan exists however no road has ever been built on it. Subdivision of SE 13-107-15-WSM is underway and Road Plan needs to be cancelled to complete the subdivision.

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

Jacob Thiessen  
APPLICANT

November 24, 2009  
DATE

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

REGISTERED OWNER

DATE

**REGISTERED OWNER(S):**  
JACOB E. THESSEN &  
TINA THESSEN

**SUBDIVISION AUTHORITY**  
MACKENZIE COUNTY  
FILE No. :

**TENTATIVE PLAN**  
**SHOWING PROPOSED**  
SUBDIVISION OF PART OF  
S.E. 1/4 SEC. 13, TWP. 107, RGE. 15, W. 5 th M.  
MACKENZIE COUNTY  
ALBERTA  
2009

**NOTES**

No.	Date	Revision / Issued	BY	App.
4				
3				
2				
1	DEC. 1, 2009	ORIGINAL	BK	

**LEGEND :**

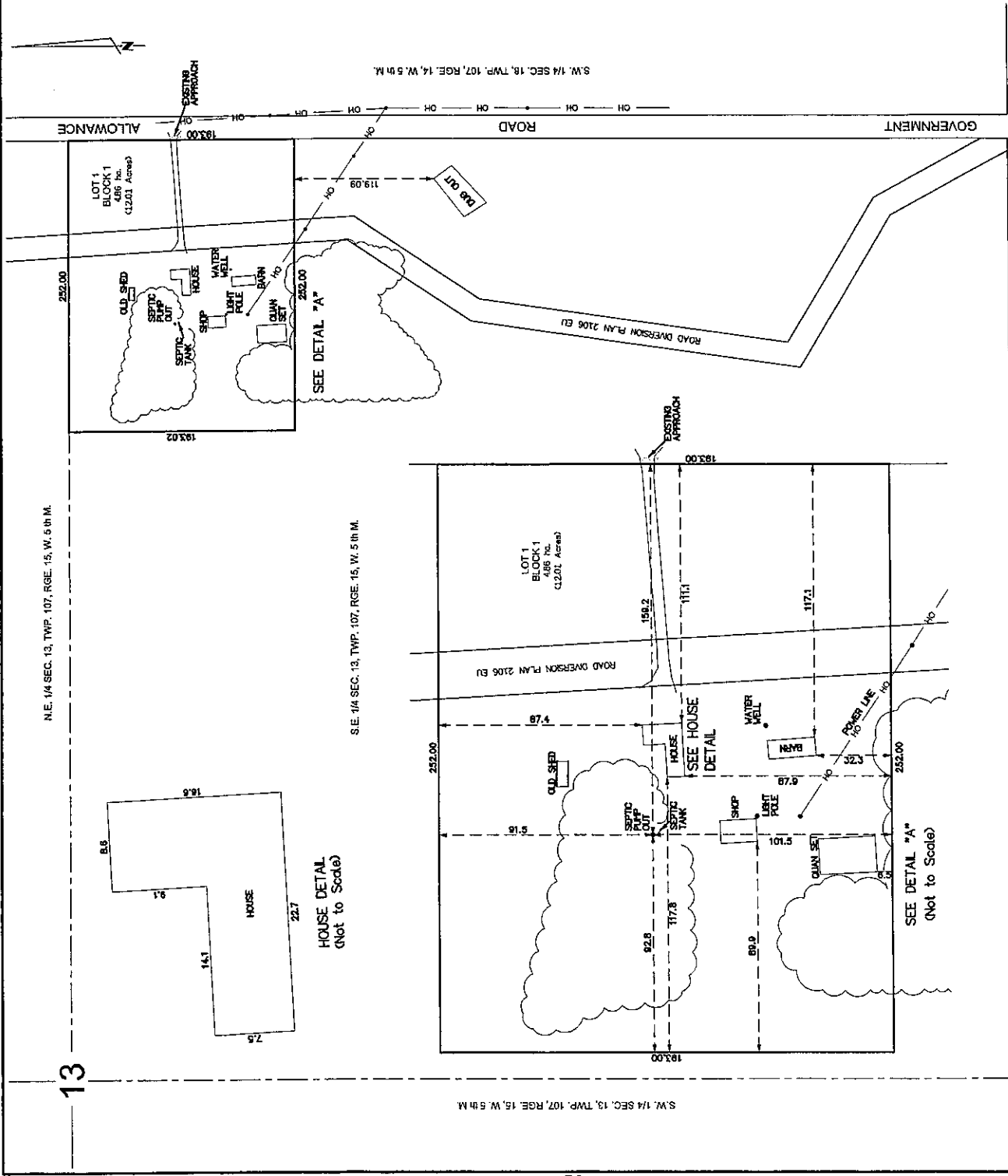
- Distances are in metres and decimals thereof.
- Lots dealt with on this plan are bounded thus: \_\_\_\_\_
- containing an area of: 488 Hq. (12.01 Acres)
- Power Line and Power Pole(s) shown thus: ————
- Boundary Line Shown thus: ————

**ABBREVIATIONS :**

- Hq. Indicates Hectares.
- N. Indicates North.
- N., E., S. or W. Indicates North, East, South & West.
- Rge. Indicates Range.
- Sec. Indicates Section.
- Twp. Indicates Township.

**WARREN BARLOW, A.L.S.**

**BARLOW SURVEYING**  
4828-51 Ave., P.O. Box 1077, High Prairie, AB, T0G 1E0  
Ph: (780) 323-4199  
Fax: (780) 323-4190  
JOB No. 269-091  
DWG No. 269-091D



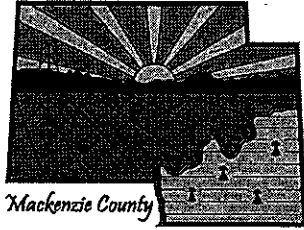
**LOT 1**  
**BLOCK 1**  
**PLAN 972 0211**

**GOVERNMENT ROAD**

**GOVERNMENT ALLOWANCE**

N.E. 1/4 SEC. 12, TWP. 107, RGE. 15, W. 5 th M.

13



# MACKENZIE COUNTY

## REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 11, 2010</b>
<b>Presented By:</b>	<b>Mary Jo Van Order, Director of Planning and Development</b>
<b>Title:</b>	<b>PUBLIC HEARING Bylaw 757/10 Being a Plan Cancellation on Pt. of SW 7-109-13-W5M (Fort Vermilion Rural)</b>

### BACKGROUND / PROPOSAL:

Bylaw 757/10, received first reading at the April 13, 2010 Council meeting, this bylaw is for a plan cancellation on Pt. of SW 7-109-13-W5M.

Mackenzie County received a request to cancel a four (4) acre subdivision on Pt. of SW 7-109-13-W5M in order to complete a boundary adjustment. Subdivision application (13-SUB-09) was approved by the Municipal Planning Commission on August 28, 2009 and the Development Agreement received final signature on October 29, 2009.

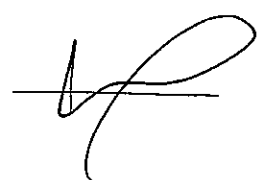
The applicant applied to change the boundary lines of their acreage by extending the land eastward in order to exclude a portion of un-usable land on the north side that contains a slough. The new boundary lines exclude this slough and increases the size of their original four (4) acre parcel to 8.5 acres.

The landowner of the quarter section (SW 7-109-13-W5M) signed the subdivision application agreeing to the proposed subdivision boundary adjustment as the boundary adjustment involves land taken from the quarter section. On the day of the subdivision boundary adjustment approval, new owners received title to the quarter section (SW 7-109-13-W5M). The new landowners were aware of the proposed subdivision boundary adjustment application prior to the purchase of the land and the subdivision approval.

As well, all adjacent landowners and the original landowner of quarter section (SW 7-109-13-W5) were sent letters with the subdivision application and tentative plan on July 16, 2009 notifying them of the proposed subdivision boundary adjustment. No comments or concerns were received by the County.

**Author:** Liane Lambert,  
Development Officer

**Reviewed by:** Mary Jo Van Order  
Director of Planning

**CAO**  


The subdivision process proceeded and all documentation for the approved subdivision boundary adjustment (Development Agreement, Land Transfers, and Consent to Register a Plan) were signed by the new landowners and the applicant on October 27, 2009.

The subdivision boundary adjustment was ready to be sent to Alberta Land Titles for registration when it was realized that a Plan Cancellation to close the old subdivision would also be required.

The surveyor thought that, in order to speed up the process and possibly bypass the plan cancellation procedure, it would be best to leave the old plan in place and register the new subdivision as an irregular piece provided that the new landowners were willing. A revised drawing and documents were presented to the new landowner asking them if they would consider this idea. Should they have agreed, the revised request would have been presented to the MPC for approval.

When no response was received from the landowner, the subdivision applicant decided to proceed with the original boundary adjustment and request the plan cancellation as all the necessary documents to register the subdivision had already been signed.

The last step in completing the new boundary adjustment plan is to cancel the old subdivision plan. A plan cancellation is done by bylaw in accordance with section 658 of the Municipal Government Act.

The Planning Department has no issues or concerns with this application.

**OPTIONS & BENEFITS:**

This cancellation is required due to the existing lot boundaries being expanded and shifted east. When subdivision boundaries are expanded, a boundary adjustment can be completed however when the boundaries are shifted and part of the old original boundary lines are outside the new lines the old boundary lines must be cancelled so the new lines can be re-established.

**COSTS & SOURCE OF FUNDING:**

All costs will be borne by the applicant.

**Author:** Liane Lambert,  
Development Officer

**Reviewed by:** Mary Jo Van Order  
Director of Planning

**CAO** \_\_\_\_\_

**RECOMMENDED ACTION:**

**MOTION 1**

That second reading be given to Bylaw 757/10 being the cancellation of

ALL THAT PORTION OF THE SOUTH WEST QUARTER OF SECTION SEVEN (7) TOWNSHIP ONE HUNDRED AND NINE (109) RANGE THIRTEEN (13) WEST OF THE FIFTH MERIDIAN, DESCRIBED AS FOLLOWS: COMMENCING AT THE INTERSECTION OF THE WEST BOUNDARY OF THE SAID QUARTER SECTION WITH THE NORTH LIMIT OF ROAD PLAN 2378EU; THENCE EASTERLY ALONG THE NORTH LIMIT ONE HUNDRED AND TWENTY TWO (122) METRES; THENCE NORTHERLY AND AT RIGHT ANGLES THERETO ONE HUNDRED AND THIRTY SEVEN (137) METRES; THENCE WESTERLY AND PARALLEL WITH THE NORTH LIMIT TO A POINT ON THE WEST BOUNDARY; THENCE SOUTHERLY ALONG THE WEST BOUNDARY TO THE POINT OF COMMENCEMENT, CONTAINING 1.67 HECTARES, MORE OR LESS

for the purpose of reverting the lands back into SW 7-109-13-W5M, from which the subdivision was taken.

**MOTION 2**

That third reading be given to Bylaw 757/10 being the cancellation of

ALL THAT PORTION OF THE SOUTH WEST QUARTER OF SECTION SEVEN (7) TOWNSHIP ONE HUNDRED AND NINE (109) RANGE THIRTEEN (13) WEST OF THE FIFTH MERIDIAN, DESCRIBED AS FOLLOWS: COMMENCING AT THE INTERSECTION OF THE WEST BOUNDARY OF THE SAID QUARTER SECTION WITH THE NORTH LIMIT OF ROAD PLAN 2378EU; THENCE EASTERLY ALONG THE NORTH LIMIT ONE HUNDRED AND TWENTY TWO (122) METRES; THENCE NORTHERLY AND AT RIGHT ANGLES THERETO ONE HUNDRED AND THIRTY SEVEN (137) METRES; THENCE WESTERLY AND PARALLEL WITH THE NORTH LIMIT TO A POINT ON THE WEST BOUNDARY; THENCE SOUTHERLY ALONG THE WEST BOUNDARY TO THE POINT OF COMMENCEMENT, CONTAINING 1.67 HECTARES, MORE OR LESS

for the purpose of reverting the lands back into SW 7-109-13-W5M, from which the subdivision was taken.

**Author:** Liane Lambert,  
Development Officer

**Reviewed by:** Mary Jo Van Order  
Director of Planning

**CAO** \_\_\_\_\_



**Mackenzie County**

**PUBLIC HEARING FOR LAND USE BYLAW AMENDMENT**

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

**Order of Presentation**

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

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

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

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

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

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

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

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

**REMARKS/COMMENTS:**

**BYLAW NO. 757/10**

**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 1995 and revised in 2003, and

**WHEREAS**, Mackenzie County has adopted the Mackenzie County Land Use Bylaw, 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:

ALL THAT PORTION OF THE SOUTH WEST QUARTER OF SECTION SEVEN (7) TOWNSHIP ONE HUNDRED AND NINE (109) RANGE THIRTEEN (13) WEST OF THE FIFTH MERIDIAN, DESCRIBED AS FOLLOWS: COMMENCING AT THE INTERSECTION OF THE WEST BOUNDARY OF THE SAID QUARTER SECTION WITH THE NORTH LIMIT OF ROAD PLAN 2378EU; THENCE EASTERLY ALONG THE NORTH LIMIT ONE HUNDRED AND TWENTY TWO (122) METRES; THENCE NORTHERLY AND AT RIGHT ANGLES THERETO ONE HUNDRED AND THIRTY SEVEN (137) METRES; THENCE WESTERLY AND PARALLEL WITH THE NORTH LIMIT TO A POINT ON THE WEST BOUNDARY; THENCE SOUTHERLY ALONG THE WEST BOUNDARY TO THE POINT OF COMMENCEMENT, CONTAINING 1.67 HECTARES, MORE OR LESS

IS HEREBY CANCELLED IN WHOLE AND THE LANDS SHALL REVERT BACK INTO PART OF SW7-109-13-W5M FROM WHICH THE SUBDIVISION WAS TAKEN.

READ a first time this 13<sup>th</sup> day of April, 2010.

READ a second time this \_\_\_ day of \_\_\_\_\_, 2010.

READ a third time and finally passed this \_\_\_ day of \_\_\_\_\_, 2010.

---

Greg Newman  
Reeve

---

William Kostiw  
Chief Administrative Officer



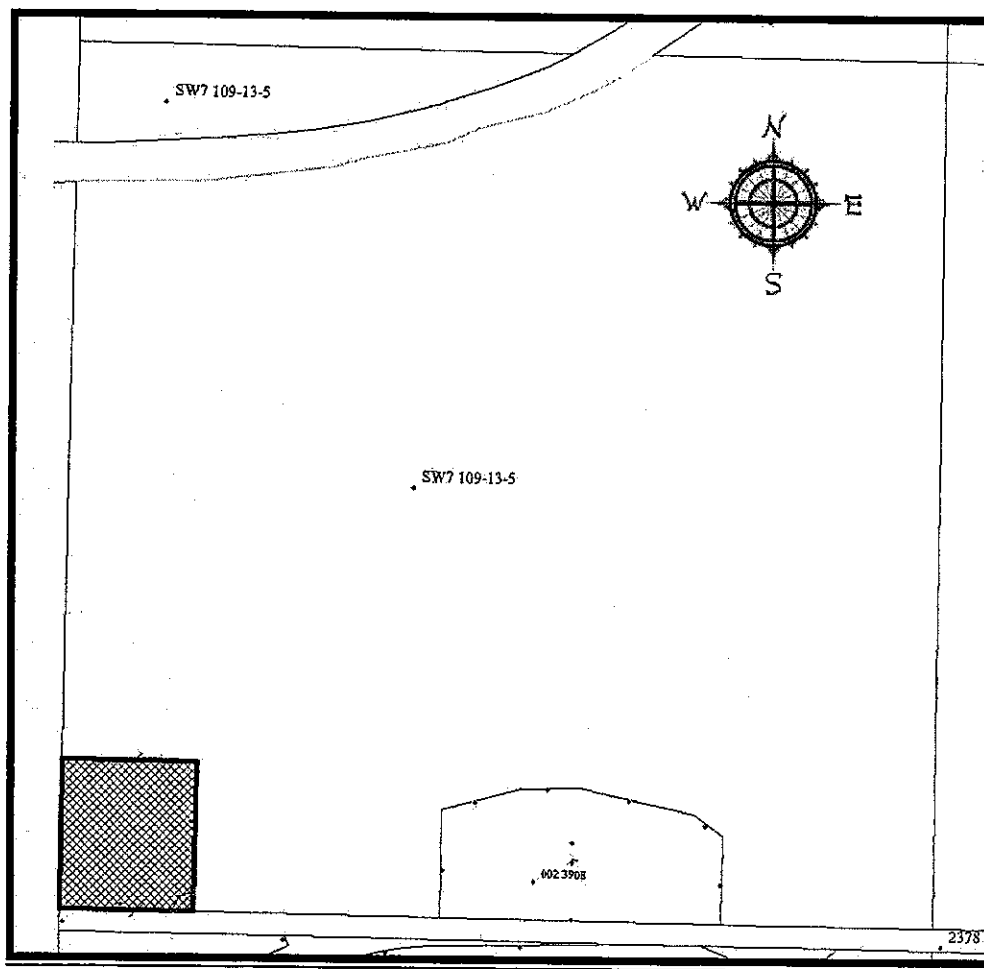
**BYLAW NO. 757/10**

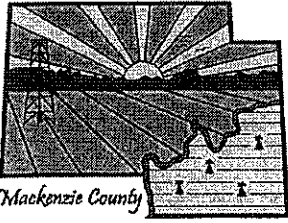
**SCHEDULE "A"**

1. That the Plan Cancellation of the following property known as:

ALL THAT PORTION OF THE SOUTH WEST QUARTER OF SECTION SEVEN (7) TOWNSHIP ONE HUNDRED AND NINE (109) RANGE THIRTEEN (13) WEST OF THE FIFTH MERIDIAN, DESCRIBED AS FOLLOWS: COMMENCING AT THE INTERSECTION OF THE WEST BOUNDARY OF THE SAID QUARTER SECTION WITH THE NORTH LIMIT OF ROAD PLAN 2378EU; THENCE EASTERLY ALONG THE NORTH LIMIT ONE HUNDRED AND TWENTY TWO (122) METRES; THENCE NORTHERLY AND AT RIGHT ANGLES THERETO ONE HUNDRED AND THIRTY SEVEN (137) METRES; THENCE WESTERLY AND PARALLEL WITH THE NORTH LIMIT TO A POINT ON THE WEST BOUNDARY; THENCE SOUTHERLY ALONG THE WEST BOUNDARY TO THE POINT OF COMMENCEMENT, CONTAINING 1.67 HECTARES, MORE OR LESS

is hereby cancelled in whole and the lands shall revert back into part of SW 7-109-13-W5M from which the subdivision was taken.





# LAND USE BYLAW AMENDMENT APPLICATION

APPLICATION NO. 757/10

NAME OF APPLICANT <u>Ronald &amp; Donna Lambert</u>		
ADDRESS <u>Box 968</u>		
TOWN <u>Fort Vermilion AB</u>		
POSTAL CODE <u>T0H 1N0</u>	PHONE (RES.) <u>(200) 927-8733</u>	BUS.

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

LEGAL DESCRIPTION OF THE LAND AFFECTED BY THE PROPOSED AMENDMENT

QTR./LS. <u>SW</u>	SEC. <u>7</u>	TWP. <u>109</u>	RANGE <u>13</u>	M. <u>5</u>	OR	PLAN	BLK	LOT
-----------------------	------------------	--------------------	--------------------	----------------	----	------	-----	-----

LAND USE CLASSIFICATION AMENDMENT PROPOSED:

FROM: \_\_\_\_\_ TO: \_\_\_\_\_

REASONS SUPPORTING PROPOSED AMENDMENT:

Subdivision Plan cancellation + consolidation.

I/WE HAVE ENCLOSED THE REQUIRED APPLICATION FEE OF \$ 150.00 RECEIPT NO. 115664

Donna L. Lambert  
APPLICANT

March 10/10  
DATE

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

Donna L. Lambert  
REGISTERED OWNER

March 10/10  
DATE

SURVEYOR:  
WARREN BARLOW, A.L.S.



CLIENT:  
RONALD LAMBERT  
AND  
DONNA LAMBERT

SUBDIVISION AUTHORITY  
MACKENZIE COUNTY  
FILE No.:

**TENTATIVE PLAN**  
SHOWING PROPOSED SUBDIVISION OF

PART OF  
S.W. 1/4 SEC. 7, TWP. 109, RGE. 13, W. 5th M.  
MACKENZIE COUNTY  
ALBERTA  
2009



NOTES

4			
3			
2	AUG 28, 2009	COMPLETED	MB
1	JUNE 30, 2009	ORIGINAL	MB
No.	Date	Revised/Issued	By

**LEGEND:**

- Distances are ground horizontal, are in metres and decimals thereof.
- Lines omit with on this plan are bounded thus: \_\_\_\_\_ containing an area of: 3.44 ha.
- Rights of way are shown thus: - - - - -
- Power Lines are shown thus: - - - - -
- Power Poles are shown thus: .....

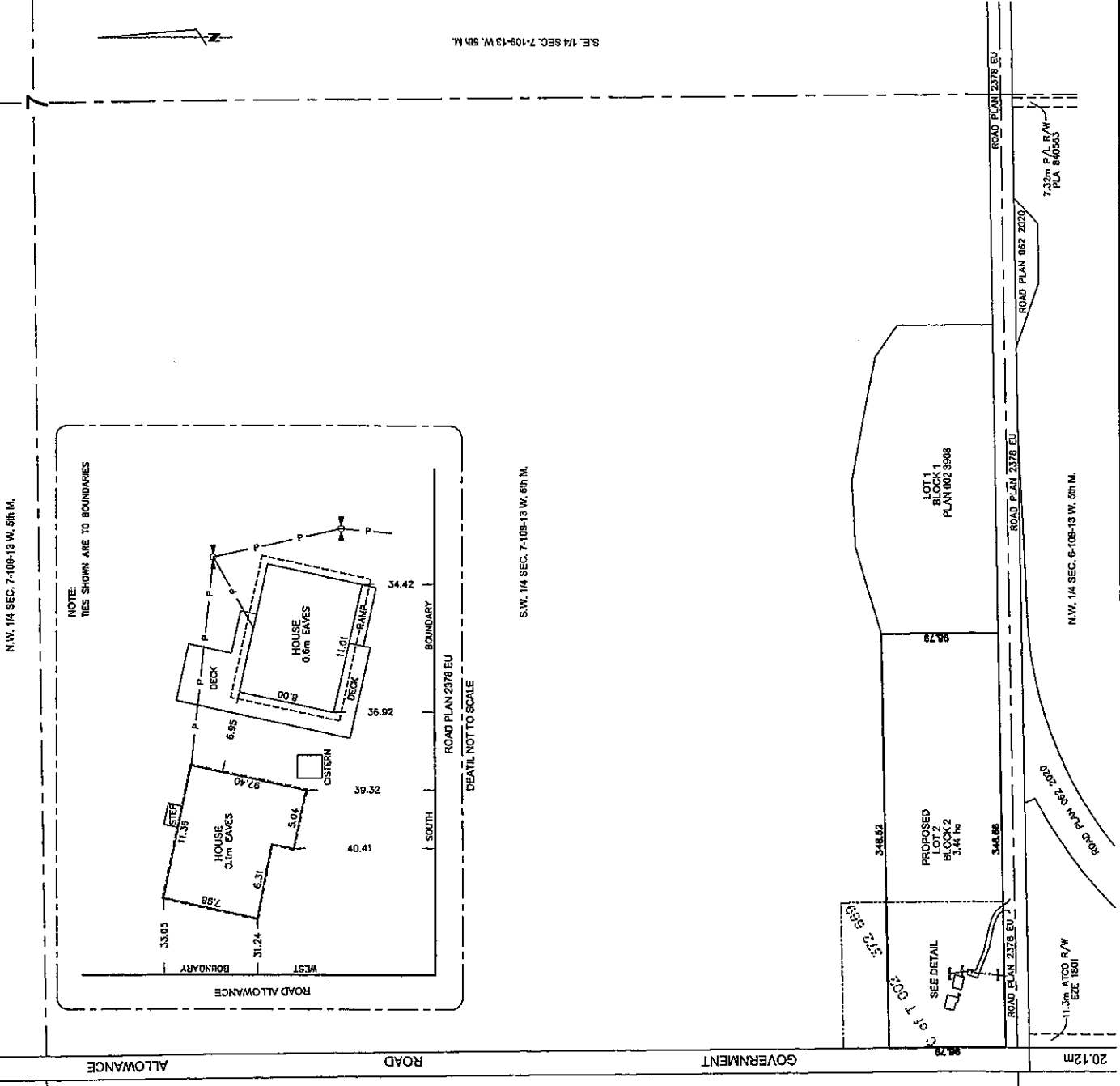
**ABBREVIATIONS:**

- H indicates hector.
- M indicates Metres or Meters.
- N, E, S, & W indicates North, East, South & West.
- P/L indicates Pipeline.
- R/W indicates Right of Way.
- R/L indicates Right.
- S/L indicates Section.
- Twp. indicates Township.

**BARLOW SURVEYING**

Suite 304, 10013-101 Ave., Box 190, La Crete, AB, T0H 2P0  
 PHONE: (403) 928-6200  
 FAX: (403) 928-6209  
 CELL: (403) 928-6881

DRAWN: MB  
 CHECKED: NSB  
 DATE: JUNE 30, 2009  
 JOB No. 105-091  
 DWG No. 105-091T



NOTE:  
TIES SHOWN ARE TO BOUNDARIES

DETAILED NOT TO SCALE

S.W. 1/4 SEC. 7-109-13 W. 5th M.

7.32m P/L R/W  
PLA 846563

N.W. 1/4 SEC. 6-109-13 W. 5th M.

THEORETICAL S.E. 1/4 SEC. 12-109-14 W. 5th M.  
BOYER IR No. 164 PLAN T1247 (C.L.S.R.) 70261 LTO

**Developer's Agreement**

Developer: Ronald Lambert and Donna Lambert

Municipality: Mackenzie County

File Number: 13-SUB-09

Legal Description: Pt. of SW 7-109-13-W5M

**Mackenzie County**

Memorandum of Agreement made this 29 day of October A.D., 2009.

Between: **Mackenzie County**  
(hereinafter referred to as the "Municipality")

Of The First Part

And

Ronald Lambert and Donna Lambert  
(herein after referred to as the "Developer")

Of The Second Part

WHEREAS the Developer is the owner or is entitled to become the owner of that portion of land located within the boundaries of Mackenzie County and legally described as **Pt. of SW 7-109-13-W5M**

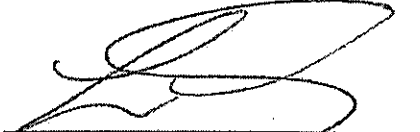
NOW THEREFORE THE PARTIES, to this Agreement, in consideration of the promises and of the mutual terms, covenants, and conditions to be observed and performed by each party agree as follows:


1. For the purpose of this agreement Subdivision means that area of land legally described as; **Pt. of SW 7-109-13-W5M, containing 3.4 hectares (8.5 acres), as outlined in red on Schedule B, attached.**
2. Any outstanding property taxes are to be paid on the land proposed to be subdivided or arrangements made which are satisfactory to the municipality.
3. Provision of access to the subdivision and to the balance of the quarter in accordance with Mackenzie County standards and at the developer's expense.
4. Provision of a storm water management plan. Please contact Liane Lambert, Development Officer to discuss the requirements for your subdivision.
5. All sewage disposals shall conform to the Alberta Private Sewage Treatment and Disposal Regulations.
6. Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
7. Dedication of the most westerly & southerly 5.18 metres of the proposed subdivision for future road widening.


8. Provision of utility right-of-way as required by ATCO Electric and Northern Lights Gas.
9. Subdivision must meet ATCO Electric's conditions as follows:
  - i. 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 meters on either side of the power line center line.
  - ii. 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 meters on either side of the line route. The owner should be aware of the potential for brushing along the existing and possible future power line alignment.

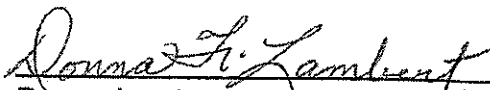
In Witness whereof: the parties hereunto affixed their signatures, on the date and year first above written.


In the Province of Alberta

  
Witness


  
Ronald Lambert  
Developer

  
Witness

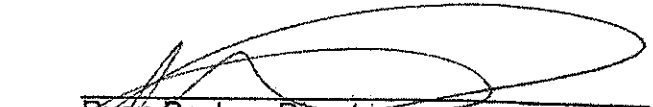
  
Donna Lambert  
Developer

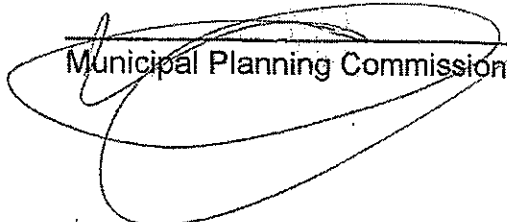
  
Witness

  
Wayne T. Mercredi  
Registered Land Owner

  
Witness

  
Patricia A. Mercredi  
Registered Land Owner

  
Ryan Becker, Director  
Planning and Emergency Services  
William Kostiw  
Chief Administrative Officer

  
Municipal Planning Commission

SCHEDULE "A"

Copy of Certificate of Title





LAND TITLE CERTIFICATE

S  
LINC                                      SHORT LEGAL                                      TITLE NUMBER  
0018 061 341                                      5;13;109;7;SW                                      852 143 532

LEGAL DESCRIPTION

ALL THAT PORTION OF THE SOUTH WEST QUARTER OF SECTION SEVEN (7)  
TOWNSHIP ONE HUNDRED AND NINE (109)  
RANGE THIRTEEN (13)  
WEST OF THE FIFTH MERIDIAN, DESCRIBED AS FOLLOWS: COMMENCING AT  
THE INTERSECTION OF THE WEST BOUNDARY OF THE SAID QUARTER SECTION  
WITH THE NORTH LIMIT OF ROAD PLAN 2378EU; THENCE EASTERLY  
ALONG THE NORTH LIMIT ONE HUNDRED AND TWENTY TWO (122) METRES;  
THENCE NORTHERLY AND AT RIGHT ANGLES THERETO ONE HUNDRED AND THIRTY  
SEVEN (137) METRES; THENCE WESTERLY AND PARALLEL WITH THE NORTH  
LIMIT TO A POINT ON THE WEST BOUNDARY; THENCE SOUTHERLY ALONG THE  
WEST BOUNDARY TO THE POINT OF COMMENCEMENT, CONTAINING 1.67  
HECTARES, MORE OR LESS.  
EXCEPTING THEREOUT ALL MINES AND MINERALS

ESTATE: FEE SIMPLE

MUNICIPALITY: MACKENZIE COUNTY

REGISTERED OWNER(S)				
REGISTRATION	DATE(DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
852 143 532	11/07/1985			NIL

OWNERS

RONALD G LAMBERT

AND

DONNA F LAMBERT

BOTH OF:

BOX 729, FORT VERMILION

ALBERTA

AS JOINT TENANTS

( CONTINUED )

-----  
ENCUMBRANCES, LIENS & INTERESTS

PAGE 2  
# 852 143 532

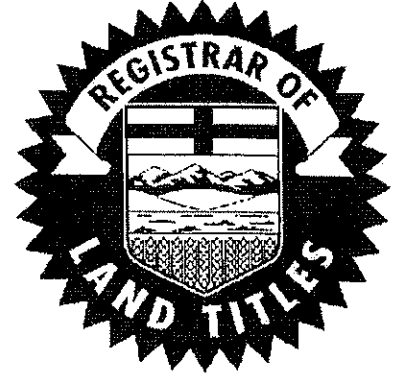
REGISTRATION NUMBER	DATE (D/M/Y)	PARTICULARS
7478NF	19/09/1963	CAVEAT RE : UTILITY RIGHT OF WAY CAVEATOR - ATCO ELECTRIC LTD.. 10035-105 STREET EDMONTON ALBERTA T5J2V6 (DATA UPDATED BY: TRANSFER OF CAVEAT 002378132)
2145UO	31/01/1974	CAVEAT RE : UTILITY RIGHT OF WAY CAVEATOR - ALBERTA POWER LIMITED.
842 195 939	04/09/1984	UTILITY RIGHT OF WAY GRANTEE - NORTHERN LIGHTS GAS CO-OP LTD.

TOTAL INSTRUMENTS: 003

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN ACCURATE  
REPRODUCTION OF THE CERTIFICATE OF TITLE REPRESENTED  
HEREIN THIS 26 DAY OF MARCH, 2010 AT 11:47 A.M.

ORDER NUMBER:16150428

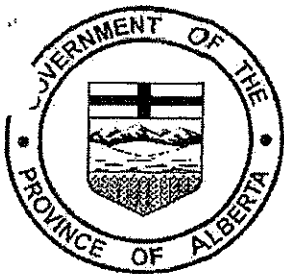
CUSTOMER FILE NUMBER: FVO-LL



\*END OF CERTIFICATE\*

-----  
THIS ELECTRONICALLY TRANSMITTED LAND TITLES PRODUCT IS INTENDED FOR THE  
SOLE USE OF THE ORIGINAL PURCHASER, AND NONE OTHER, SUBJECT TO WHAT IS  
SET OUT IN THE PARAGRAPH BELOW.

THE ABOVE PROVISIONS DO NOT PROHIBIT THE ORIGINAL PURCHASER FROM  
INCLUDING THIS UNMODIFIED PRODUCT IN ANY REPORT, OPINION, APPRAISAL OR  
OTHER ADVICE PREPARED BY THE ORIGINAL PURCHASER AS PART OF THE ORIGINAL  
PURCHASER APPLYING PROFESSIONAL, CONSULTING OR TECHNICAL EXPERTISE FOR  
THE BENEFIT OF CLIENT(S).



LAND TITLE CERTIFICATE

S  
LINC                      SHORT LEGAL                      TITLE NUMBER  
0028 575 373              5;13;109;7;SW              092 305 090

LEGAL DESCRIPTION

FIRST: ALL THAT PORTION OF THE SOUTH WEST QUARTER  
OF SECTION SEVEN (7)  
TOWNSHIP ONE HUNDRED AND NINE (109)  
RANGE THIRTEEN (13)  
WEST OF THE FIFTH MERIDIAN  
WHICH LIES SOUTH AND EAST OF BOYER RIVER AS SHOWN ON  
A PLAN OF SURVEY OF THE SAID TOWNSHIP DATED THE 9TH OF  
FEBRUARY A.D. 1917 CONTAINING 59.7 HECTARES (147.50 ACRES)  
MORE OR LESS.

EXCEPTING THEREOUT:	HECTARES	(ACRES)	MORE OR LESS
A) PLAN 2378 EU - ROAD	0.809	2.00	
B) ALL THAT PORTION DESCRIBED AS FOLLOWS: COMMENCING AT THE INTERSECTION OF THE WEST BOUNDARY OF THE SAID QUARTER SECTION WITH THE NORTH LIMIT OF ROAD PLAN 2378 EU THENCE EASTERLY ALONG THE NORTH LIMIT ONE HUNDRED AND TWENTY TWO (122) METRES THENCE NORTHERLY AND AT RIGHT ANGLES THERE TO ONE HUNDRED AND THIRTY SEVEN (137) METRES THENCE WESTERLY AND PARALLEL WITH THE NORTH LIMIT TO A POINT ON THE WEST BOUNDARY THENCE SOUTHERLY ALONG THE WEST BOUNDARY TO THE POINT OF COMMENCEMENT, CONTAINING			
C) PLAN 0023908 - SUBDIVISION	2.87	7.09	

EXCEPTING THEREOUT ALL MINES AND MINERALS. A PLAN OF  
SECONDLY: ALL THAT PORTION OF THE SAID SOUTH WEST QUARTER  
WHICH LIES TO THE NORTH OF BOYER RIVER AS SHOWN ON SAID TOWNSHIP  
PLAN, CONTAINING 3.11 HECTARES (7.70 ACRES) MORE OR LESS.  
EXCEPTING THEREOUT ALL MINES AND MINERALS

ESTATE: FEE SIMPLE

MUNICIPALITY: MACKENZIE COUNTY

REFERENCE NUMBER: 002 372 669

( CONTINUED )

REGISTRATION	DATE (DMY)	DOCUMENT TYPE	REGISTERED OWNER(S) VALUE	CONSIDERATION
092 305 090	28/08/2009	TRANSFER OF LAND	\$110,000	\$110,000

OWNERS

WAYNE T MERCREDI

AND

PATRICIA A MERCREDI

BOTH OF:

BOX 594

FORT VERMILION

ALBERTA T0H 1N0

AS JOINT TENANTS

ENCUMBRANCES, LIENS & INTERESTS

REGISTRATION NUMBER	DATE (D/M/Y)	PARTICULARS
7478NF	19/09/1963	CAVEAT RE : UTILITY RIGHT OF WAY CAVEATOR - ATCO ELECTRIC LTD.. 10035-105 STREET EDMONTON ALBERTA T5J2V6 "AS TO 1ST PORTION" (DATA UPDATED BY: TRANSFER OF CAVEAT 002378132)
2145UO	31/01/1974	CAVEAT RE : UTILITY RIGHT OF WAY CAVEATOR - ALBERTA POWER LIMITED. "AS TO 1ST PORTION"
842 195 939	04/09/1984	UTILITY RIGHT OF WAY GRANTEE - NORTHERN LIGHTS GAS CO-OP LTD.

( CONTINUED )

-----  
ENCUMBRANCES, LIENS & INTERESTS

PAGE 3  
# 092 305 090

REGISTRATION  
NUMBER      DATE (D/M/Y)      PARTICULARS

-----  
092 305 091      28/08/2009 MORTGAGE  
MORTGAGEE - CANADIAN IMPERIAL BANK OF COMMERCE.  
P.O. BOX 330, HIGH LEVEL  
ALBERTA T0H1Z0  
ORIGINAL PRINCIPAL AMOUNT: \$88,000

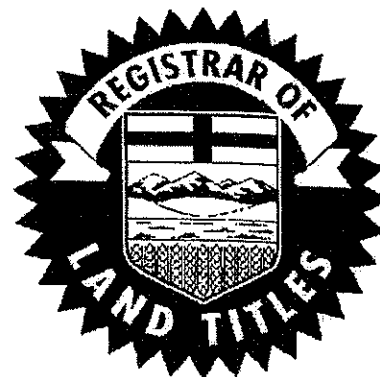
092 305 092      28/08/2009 CAVEAT  
RE : LIFE ESTATE  
CAVEATOR - MALCOLM LAMBERT  
PO BOX 312  
FORT VERMILION  
ALBERTA T0H1N0  
AGENT - BOYD E LANGFORD

TOTAL INSTRUMENTS: 005

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN ACCURATE  
REPRODUCTION OF THE CERTIFICATE OF TITLE REPRESENTED  
HEREIN THIS 15 DAY OF SEPTEMBER, 2009 AT 04:58 P.M.

ORDER NUMBER:14842325

CUSTOMER FILE NUMBER: FVO-LL



\*END OF CERTIFICATE\*

-----  
THIS ELECTRONICALLY TRANSMITTED LAND TITLES PRODUCT IS INTENDED FOR THE  
SOLE USE OF THE ORIGINAL PURCHASER, AND NONE OTHER, SUBJECT TO WHAT IS  
SET OUT IN THE PARAGRAPH BELOW.

THE ABOVE PROVISIONS DO NOT PROHIBIT THE ORIGINAL PURCHASER FROM  
INCLUDING THIS UNMODIFIED PRODUCT IN ANY REPORT, OPINION, APPRAISAL OR  
OTHER ADVICE PREPARED BY THE ORIGINAL PURCHASER AS PART OF THE ORIGINAL  
PURCHASER APPLYING PROFESSIONAL, CONSULTING OR TECHNICAL EXPERTISE FOR  
THE BENEFIT OF CLIENT(S).

SCHEDULE "B"

Approved Tentative Plan

N.W. 1/4 SEC. 7-106-13 W. 56th M.

**TENTATIVE PLAN APPROVAL**  
 SUBJECT TO THE CONDITIONS SET OUT ON THE ATTACHED DECISION FORM  
 FILE: 13-SUB-09  
 DATE: August 27, 09

S.W. 1/4 SEC. 7-106-13 W. 56th M.

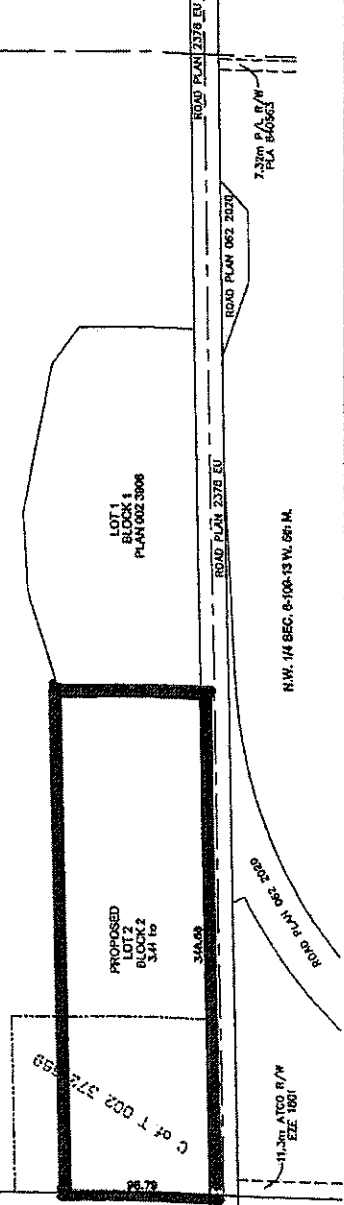
N.W. 1/4 SEC. 8-106-13 W. 56th M.

ALLOWANCE ROAD

GOVERNMENT

20.12m

THEORETICAL S.E. 1/4 SEC. 12-106-14 W. 56th M. COVER IN NO. 154 PLAN T1247 (C.L.S.R.) 7/28/11 LTD.



**REGISTERED OWNERS:**  
RONALD LAYBERT

**SURVEYOR:**  
WARREN BARLOW, A.L.S.

**SUBMISSION AUTHORITY:**  
MAGDORE COUNTY  
FILE No. 1

**WARREN BARLOW ASSOCIATION**  
P230  
Surveying  
Inc.

**TENTATIVE PLAN**  
SHOWING PROPOSED SUBDIVISION OF

PART OF  
S.W. 1/4 SEC. 7, TWP. 106, RGE. 13, W. 56th M.  
MAGDORE COUNTY  
ALBERTA  
2009

SCALE 1:2000

NOTES

4			
3			
2			
1	JUNE 30, 2009	ORIGINAL	MB
No.	Date	Revision/Issued	By

**LEGEND:**

- Distances are ground horizontal, are in metres and decimals thereof.
- Levels dealt with on this plan are benchmarked from \_\_\_\_\_
- Rights of way are shown thus: \_\_\_\_\_

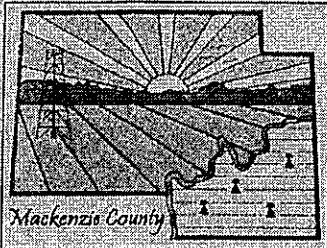
**ABBREVIATIONS:**

- Ix Indicates Inlet/line.
- H Indicates Hatched or Hatched.
- H, E, S, & W Indicates North, East, South & West.
- P/L Indicates Pipeline.
- R/W Indicates Right of Way.
- Rys Indicates Range.
- Sec Indicates Section.
- Twp Indicates Township.

**WARLOW SURVEYING**

2009-2011, 10015-101 Ave., Box 190, La Crete, AB, T4K 2T9  
 Phone: (780) 628-4999  
 Fax: (780) 628-4991

DRAWN: MB  
 CHECKED: KCB  
 JUNE 30, 2009  
 JOB No. 103-091  
 TWP No. 106-091



# 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: 1 / 1 File No. 13-SUB-09 Fee Submitted: 700.00

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.

Ronald & Donna E. Lambert  
NAME OF REGISTERED LANDOWNER

P.O. Box 968, Fort Vermilion, AB  
ADDRESS

(780) 927-4733  
PHONE NUMBER (S)

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

ADDRESS

PHONE NUMBER (S)

### LAND DESCRIPTION AND AREA OF LAND TO BE SUBDIVIDED

LEGAL LAND DESCRIPTION: All/Part of SW 1/4 sec 7 Twp 109 Range 13 West of 5<sup>th</sup> Meridian

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

CURRENT PARCEL SIZE: 4.13 Ac AREA TO BE SUBDIVIDED: BA NO. OF LOTS: 1

AREA OF THE ABOVE PARCEL OF LAND TO BE SUBDIVIDED: \_\_\_\_\_ Hectares 8.61 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 Adjacent to Boyer River Reserve

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: Boyer River exbow

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: Residential

PROPOSED USE OF THE LAND: Residential

LAND USE DESIGNATION AS CLASSIFIED IN THE LAND USE BYLAW: A-1

**PHYSICAL CHARACTERISTICS OF LAND TO BE SUBDIVIDED**

DESCRIBE TOPOGRAPHY OF THE LAND (flat, rolling, steep, mixed): mixed

DESCRIBE VEGETATION AND WATER ON LAND (brush, shrubs, tree stands, woodlots, etc. - sloughs, creeks, etc.): tree stands & slough

DESCRIBE SOIL TYPE (sandy, loam, clay, etc.): sandy

**EXISTING BUILDINGS ON THE LAND TO BE SUBDIVIDED**

DESCRIBE ANY BUILDINGS AND STRUCTURES ON THE LAND: 2 houses, 3 sheds  
(1 house is not resided in - storage only)

LIST BUILDINGS AND STRUCTURES TO BE DEMOLISHED OR MOVED: None

**WATER AND SEWER SERVICES**

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

TYPE OF SEWER DISPOSAL	EXISTING	PROPOSED
OPEN DISCHARGE/SEPTIC TANK		
SUB-SURFACE/SEPTIC TANK	✓	✓
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, Ronald & Donna Lambert 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.)**

Signature of Agent	Print Agents Name	Date Signed
<u>Donna F. Lambert</u>	<u>Donna F. Lambert</u>	<u>May 20, 09</u>
Signature of Registered Landowner	Print Registered Landowners Name	Date Signed
<u>Ronald Lambert</u>	<u>Ronald Lambert</u>	

Current land Owner Malcom Lambert Malcolm S. Lambert  
 Print Sign

New land Owner(s) \_\_\_\_\_  
 Print Sign

\_\_\_\_\_  
 Print Sign



**SURVEYOR'S AFFIDAVIT**

Surveyor's file no. 105-091

**LEGAL DESCRIPTION:**

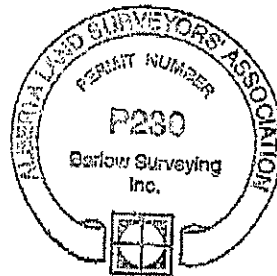
Part of the S.W. ¼ Sec. 7, Twp. 109, Rge. 13, W. 5<sup>th</sup> M. and C of T 852 143 532

I, Warren Barlow, of La Crete, Alberta Land Surveyor, Make oath and say:

1. That the survey represented by this plan was made under my personal supervision;
2. That the survey was made in accordance with good surveying practices and in accordance with the provisions of the Survey Act; and
3. That the survey was performed between June 5, 2009 and September 11, 2009 and that this plan is true and correct, and is prepared in accordance with the provisions of the Land Titles Act.

SWORN before me at the Hamlet of La Crete in the Province of Alberta this 5<sup>th</sup> day of January, 2010.

Warren Barlow  
Warren Barlow A.L.S.



Marion Michaud  
A Commissioner for Oaths in and for the Province of Alberta

**MARION MICHAUD 172356**  
Commissioner for oaths in and for the Province of Alberta  
Expires: July 24, 2011

My commission expires \_\_\_\_\_ year \_\_\_\_\_

**SUBDIVISION AUTHORITY APPROVAL**

RE: PLAN PREPARED BY WARREN BARLOW, A.L.S.

(Surveyor's file no. 105-091 and our file no. 13-SUB-09)

**LEGAL DESCRIPTION:**

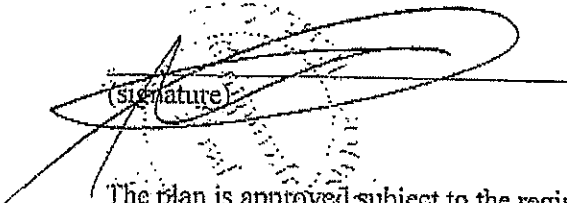
S.W. ¼ Sec. 7, Twp. 109, Rge. 13, W. 5<sup>th</sup> M.

Endorse this sheet with the usual approval stamp

Or

We, Municipal Planning Commission, approve for registration the above plan.  
(Mackenzie County)

Dated Oct 29/09

  
(signature)

William Kostiw  
(print name and capacity)  
Chief Administrative Officer

The plan is approved subject to the registration of the following:  
(if none, say so)

caveat (Future road widening)

CONSENT TO REGISTER A PLAN

I/We, Wayne T Mercredi and Patricia A Mercredi

- being the registered owners
- having a registered interest or claimed interest by virtue of an instrument or caveat registered as instrument no.  
\_\_\_\_\_  
\_\_\_\_\_
- being the person who requested the plan of survey to be made pursuant to section 81 (1) of the Land Titles Act.

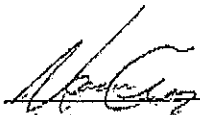
Hereby consent to the registration of the plan prepared by Warren Barlow, A.L.S., file no. 105-091, in respect to the following lands:

Part of the S.W. ¼ Sec. 7, Twp. 109, Rge 13, W. 5<sup>th</sup> M.

Dated Oct 27, 2009

Signed by the above named in the presence of

  
Wayne T Mercredi

  
witness

  
Patricia A Mercredi

(affix corporate seal here or fill out Forms 31 and 31.1)

FORM 31

LAND TITLES ACT  
(Sections 151 and 152)

AFFIDAVIT OF ATTESTATION OF AN INSTRUMENT

I, Norma Crox of <sup>the Hamlet of</sup> Fort Vermilion,  
in the Province of Alberta, make oath and say:

1. I was personally present and did see Wayne T Mercredi and Patricia A Mercredi, who are known to me to be the persons named in the within (or annexed) instrument, duly sign the instrument;

Or

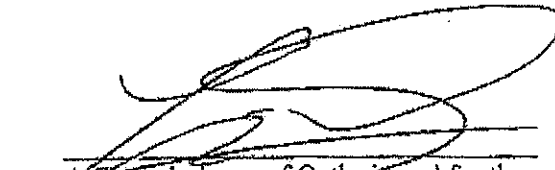
I was personally present and did see Wayne T Mercredi and Patricia A Mercredi, who, on the basis of the identification provided to me, I believe to be the persons named in the within (or annexed) instrument, duly sign the instrument;

2. The instrument was signed at <sup>Hamlet of</sup> Fort Vermilion, in the Province of Alberta, and I am the subscribing witness thereto;

3. I believe the person(s) whose signature I witnessed is at least eighteen (18) years of age.

Sworn before me at <sup>the Hamlet of</sup> Fort Vermilion  
In the Province of Alberta  
This 27<sup>th</sup> day of Oct  
2009

Norm Crox  
Witness Signature

  
A Commissioner of Oaths in and for the  
Province of Alberta

Liane C. Lambert  
A Commissioner for Oaths in and for the  
Province of Alberta, Appointee # 0720180  
This Appointment Expires Oct. 22, 2010

Print Name Liane Lambert  
My commission expires Oct 22 year 2010

### TRANSFER OF LAND

We, Wayne T Mercredi and Patricia A Mercredi both of Box 594 Fort Vermilion Alberta T0H 1N0, being the registered owners of an estate in fee simple (leasehold, life estate) as joint tenants, subject to registered encumbrances, liens and interest, if any, in all that piece of land described as follows:

Lot 2, Block 2, Plan 094 \_\_\_\_\_ Excepting thereout all mines and minerals and the right to work the same.

do hereby, in consideration of the sum of \$1.00 (One Dollar) transfer to Ronald Gary Lambert and Donna Faye Lambert both of Box 968 Fort Vermilion Alberta T0H 1N0, hereinafter called the "Transferees", the receipt of which sum I hereby acknowledge, transfer to the said Transferees all my (our) estate and interest in that piece of land.

IN WITNESS WHEREOF I (we) have hereunto subscribed (affixed) our name(s) this 27 day of Oct, 2009.

Signed by the said (owner) and )  
in the presence of )

Wayne T Mercredi  
Wayne T Mercredi

Donna Faye Lambert  
Witness

Patricia A Mercredi  
Patricia A Mercredi

### AFFIDAVIT OF EXECUTION FOR WITNESS

Canada ) I, Donna Faye Lambert (name of witness)  
Province of Alberta ) of the Hamlet of Fort Vermilion, in the Province of  
To Wit: ) Alberta, (make oath and say) SOLEMNLY AFFIRM AND DECLARE;

1. That I was personally present and did see Wayne T Mercredi and Patricia A Mercredi, named in the within TRANSFER OF LAND, who are personally known to me to be the persons named therein, duly sign and execute for the purpose named therein.
2. That the same was executed at the Hamlet of Fort Vermilion, in the Province of Alberta, and that I am the subscribing witness thereto.
3. That I know the said person and they are in my belief of the full age of eighteen years.

Sworn before me at the Hamlet of Fort Vermilion, Province )  
of Alberta this 27 day of Oct )  
2009.

Donna Faye Lambert  
(name of witness)

Liane C. Le...  
A Commissioner of Oaths in and for  
the Province of Alberta.

Liane C. Le...  
A Commissioner for Oaths in and for the  
Province of Alberta, Appointee # 0720180  
This Appointment Expires Oct. 22, 2010

Liane C. Le...  
(Printed name of Commissioner)

My appointment expires Oct 22, 2010



FORM 1  
FOREIGN OWNERSHIP OF LAND REGULATIONS

CITIZENSHIP OWNERSHIP DECLARATION FOR CANADIAN CITIZEN(S) AND  
PERMANENT RESIDENTS(S)  
(For Controlled Land ONLY)

CANADA  
  
PROVINCE OF ALBERTA  
  
TO WIT:

IN THE MATTER of the registration of the

TRANSFER OF LAND  
(name type of instrument)

affecting the land described as:

ALL THAT PORTION OF THE S.W. ¼ SEC. 7-  
109-13 W. 5<sup>th</sup> M. Lying within Lot 2, Block 2, Plan  
102  
(insert abbreviated description)

containing 3.91 HECTARES (More or Less)  
(acres or hectares)

Mackenzie County  
(name of County, M.D, I.D, or Special Area)

I (We) Ronald Gary Lambert and Donna Faye Lambert both of Box 968 Fort Vermilion, in the Province of Alberta

SOLEMNLY DECLARE THAT:

- 1. I/We am (are) the transferee(s), transmittee(s), caveator(s), or lessee(s) named in the above described instrument, will hold the interest in the land beneficially and not as a trustee(s) and not on behalf of any person; and I (we) am (are) a Canadian citizen(s).

or

~~I (We) am (are) the transferee(s), transmittee(s), caveator(s), or lessee(s) named in the above described instrument, will hold the interest in the land beneficially and not as a trustee(s) and not on behalf of any person; and I (we) am (are) a permanent resident(s), within the meaning of the Immigration Act, 1976 (Canada).~~

~~Date Landed: (M/D/Y) \_\_\_\_\_, Port of Entry: \_\_\_\_\_~~

~~Birth Date: (M/D/Y) \_\_\_\_\_, and his (her or their) previous country of permanent residency was: \_\_\_\_\_~~

or

~~I am a member of the Law Society of Alberta and am the transferee(s), transmittee(s), caveator(s), or lessee(s) named in the above described instrument, will hold the interest in the land beneficially and not as a trustee(s) and not on behalf of any person and who is (are) a Canadian citizen(s) or permanent resident(s) within the meaning of the Immigration Act, 1976 (Canada).~~

~~Date Landed: (M/D/Y) \_\_\_\_\_, Port of Entry: \_\_\_\_\_~~

~~Birth Date: (M/D/Y) \_\_\_\_\_, and his (her or their) previous country of permanent residency was: \_\_\_\_\_~~

- 2. The true consideration paid or payable in respect of the transaction \* is as follows:  
(give full details of purchase or rental as applicable, including total price paid)  
**\$1.00 (One Dollar)**
- 3. The present value of land \*, in my opinion is **\$30,000.00**

\* Answer required only for transmissions, caveats and leases.

AND I (WE) MAKE THIS SOLEMN DECLARATION conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath.

(SEVERALLY) DECLARED before me

Liane Lambert  
(Print name of Commissioner)

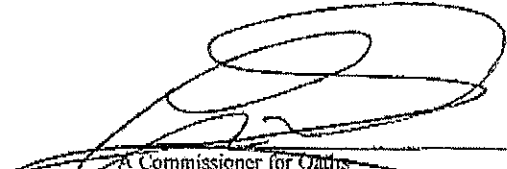
Ronald Lambert  
Ronald Gary Lambert

at the Point of Fort Vermilion

in the Province of Alberta

this 27 day of Oct, 2009

Donna Faye Lambert  
Donna Faye Lambert

  
A Commissioner for Oaths

Liane C. Lambert  
A Commissioner for Oaths in and for the  
Province of Alberta, Appointee No. 0720180  
This Appointment Expires Oct. 22, 2010

\_\_\_\_\_  
(Printed or stamped name of Commissioner for  
Oaths and date on which appointment expires)

CONSENT OF PERMANENT RESIDENT(S)

I (WE), being a permanent resident(s), give my (our) consent to the Department of Employment and Immigration (Canada) to disclose information concerning my (our) status in Canada to the Minister or someone authorized by him.

\_\_\_\_\_  
(witness)

\_\_\_\_\_  
(signature)

*This information is being collected to determine eligibility to acquire an interest in controlled land pursuant to the provisions of the Agricultural and Recreational Land Ownership Act, the Foreign Ownership of Land Regulations and the Land Titles Act. Questions may be directed to: Director, Foreign Ownership of Land Administration, 3<sup>rd</sup> Floor, John E. Brownlee Building, 10365 - 97 Street, Edmonton, AB, T5J 3W7, Telephone: (780) 427-6584, Fax: (780) 427-0933.*

AFFIDAVIT RE VALUE OF LAND

CANADA ) I, Ronald Gary Lambert of Fort Vermilion.  
PROVINCE OF ALBERTA ) in the Province of Alberta  
) SOLEMNLY AFFIRM AND DECLARE;

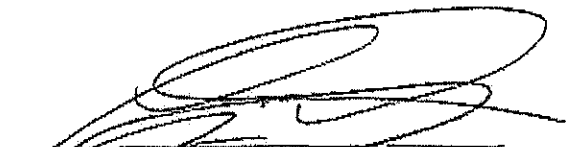
- 1. I am one of the transferees named in the annexed transfer of land and I know the lands therein described.
- 2. I know the circumstances of the transfer and the true consideration paid by us is the sum of \$1.00 (One Dollar).
- 3. The transferor named in the transfer is the person from whom we acquired the land.
- 4. The present value\* of the land†, in my opinion, is \$30,000.00

\*Value means the dollar amount that the land might be expected to realize if the land were sold on the open market by a willing seller to a willing buyer.

† Land includes buildings and all other improvements affixed to the land.

Sworn before me at the  
Hamlet of Fort Vermilion, in the  
Province of Alberta, this  
27<sup>th</sup> day of Oct. 2009.

) Ronald Lambert  
)  
) Ronald Gary Lambert  
)  
)  
)

  
A Commissioner for Oaths in and for  
the Province of Alberta.

Liane C. Lambert  
A Commissioner for Oaths in and for the  
Province of Alberta, Appointee # 0720180  
This Appointment Expires Oct. 22, 2010

Liane Lambert  
(name of commissioner)

My appointment expires Oct 22, 2010.

# Caveat

TO THE REGISTRAR NORTH ALBERTA LAND REGISTRATION DISTRICT

TAKE NOTICE that I, Mackenzie County

of Fort Vermilion in the Province of Alberta,

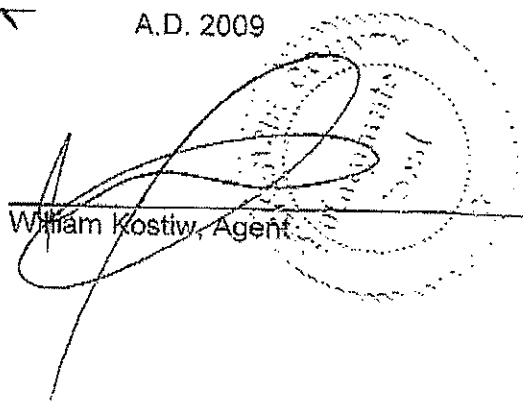
claim an interest with respect to road widening pursuant to the Developers Agreement between Ronald Lambert and Donna Lambert and Mackenzie County, pursuant to Section 655 of the Municipal Government Act, Revised Statutes of Alberta 2000.

in 092 \_\_\_\_\_, Block 2, Lot 2  
(Part of SW Quarter of Section 7, Township 109, Range 13, West of the Fifth Meridian)  
Excepting thereout all mines and minerals.

being lands described in Certificate of Title, \_\_\_\_\_ standing in the register in the name of Ronald Lambert and Donna Lambert and I forbid the registration of any person as transferee or owner of, or of any instrument affecting the said estate, unless the instrument or certificate of title, as the case may be, is expressed to be subject to my claim.

I APPOINT William Kostiw, Chief Administrative Officer, of Mackenzie County, Box 640, Fort Vermilion, AB T0H 1N0 at Fort Vermilion in the Province of Alberta, as the place at which notices and proceedings related hereto may be served.

DATED this 30 day of October A.D. 2009

  
William Kostiw, Agent

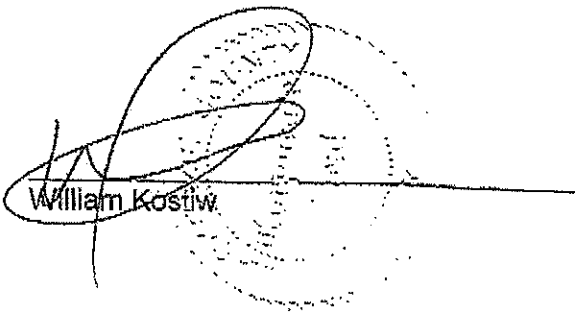
AFFIDAVIT IN SUPPORT OF CAVEAT

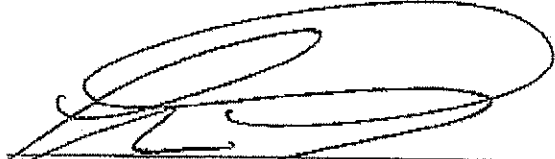
CANADA )  
 PROVINCE OF ALBERTA )  
 )  
 )  
 TO WIT ) I, William Kostiw,  
 ) of Mackenzie County  
 )  
 ) in the Province of Alberta

Solemnly Affirm and Declare:

1. That I am the agent for the above-named Caveator.
2. THAT I believe that the said Caveator has a good and valid claim upon the said lands and I say that this Caveat is not being filed for the purpose of delaying or embarrassing any person in or proposing to deal therewith.

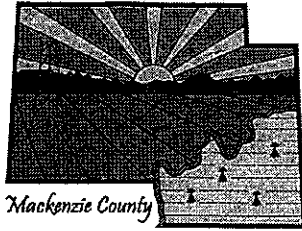
Affirmed before me Liane Lambert  
 at Fort Vermilion  
 in the Province of Alberta,  
 this 30 day of October, A.D. 2009

  
 William Kostiw

  
 A Commissioner for Oaths in and for the  
 Province of Alberta

Liane C. Lambert  
 A Commissioner for Oaths in and for the  
 Province of Alberta, Appointee # 0720180  
 This Appointment Expires Oct. 22, 2012





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 11, 2010</b>
<b>Presented By:</b>	<b>William Kostiw, Chief Administrative Officer</b>
<b>Title:</b>	<b>CAO &amp; Director Reports</b>

### BACKGROUND / PROPOSAL:

See attached Director reports.

### OPTIONS & BENEFITS:

### COSTS & SOURCE OF FUNDING:

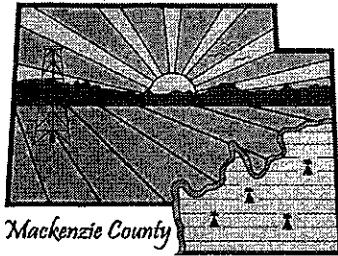
### RECOMMENDED ACTION:

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

Author: C. Gabriel Reviewed By: \_\_\_\_\_ CAO 







**PLANNING & DEVELOPMENT  
DIRECTOR'S REPORT  
APRIL 2010**

Page 1 of 2

In April, Planning & Development hosted a workshop led by Wayne Allen on private sewage system installation under new regulations. Seven installers attended along with department staff. The presentation was very informative and I believe helpful to all who attended.

The Department is close to being able to move forward with the Municipal Reserve agreement with Vangard Realty.

In response to the County concerns that I expressed to them by email, I received an emailed response from the AVPA consultants, PAPI (PDK Airport Planning Inc.). Their response is appended for Council's information and I am looking for direction as to how to proceed with this. For your information, since they prepared the AVPA, PAPI has been bought by SNC-Lavalin Inc.

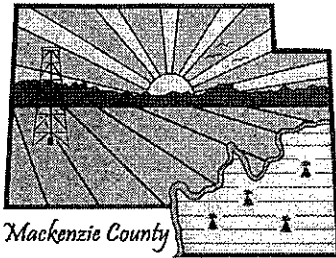
At the last Council meeting, questions came up about the status of the Land Use Bylaw (LUB) so I would like to present an update today. I believe that one or two more meetings with the Development Officers will see us through a first review of the entire document. In addition, there are a few areas that need some research and some alignment is required between the LUB and our Decision Authority process (such as what goes to the Municipal Planning Commission). In addition, the AVPA should be incorporated into the LUB. After that, it will need some formatting and internal review, then public review.

Recently the County has received a couple of permit applications for restaurant drive-throughs. Drive-throughs are not addressed in our current LUB and is an example of one of the areas we need to do some research. Until then, the Municipal Planning Commission has decided that they will review these applications on a case-by-case basis.

We have hired a County employee for the advertised La Crete Reception administrative position and have advertised for her replacement (another administrative position that provides support for committees and processing of applications and invoices). That posting closed May 3<sup>rd</sup> at noon and we have started interviews.

I have begun exploring County mapping processes with other staff members in order to work toward the next steps after termination of the GIS Coordinator.

The consulting engineers have informed me that the Municipal Improvements Standards will be coming to us for review soon. A version of the Standards recently came back from an internal review (by another office of the consulting firm) and the recommended edits received from them are being incorporated before the document is forwarded to us for review.



**PLANNING & DEVELOPMENT  
DIRECTOR'S REPORT  
APRIL 2010**

Highlights of the issues the Department dealt with over the month are summarized in the following table.

<b>Engineering</b>	<b>Development Control</b>	<b>Other</b>
Greenwood Acres revision of conditions of approval	Communications tower in a residential district in the Intermunicipal Development Plan area	Speed bumps & traffic calming
Substantial inspection of the new La Crete office building	Two legal access issues	Working toward getting electronic building plans and submitting them to the assessor with development permits
North Point lift station process	Review of moratorium on multi-lot Country Residential development	
Knelsen subdivision design		

Thank you,

*Mary Jo Van Order*

## AVPA Review 1

### Issues raised at 27JAN10 Airport Development Committee meeting:

- Comment 1: the La Crete expansion PAPI recommends is shorter than the County's

No, this is not the case. The discussion on obstacle zoning for La Crete will be rewritten to clarify this point.

*As a side note, the PAPI analysis is based on the aerial map and the cadastral map provided by the County's GIS specialist. No other information was provided to our email request 10/28/09.*

The cadastral map shows the airport east boundary about 286m (940 ft) from the current runway end. Transport Canada standards require that the 'runway strip' – the safety area that contains the runway pavement – must extend 60m beyond the end of the runway pavement. Using the airport boundary from the cadastral map as the edge of the runway strip, and working back 60m, results in a maximum extension of the runway pavement of about 226m (740 ft) at the east end. Note that the area beyond this, all the way to the road must be protected against violations of the approach surface.

If the airport boundary in the cadastral map is 'moveable' then a further extension in this direction is possible. However, in order to clear the road adjacent to the eastern boundary by the permissible 4.3m above the crown of the road as provided in TP312, the threshold of runway 24 - the beginning of the useable runway at the east end - must remain at most at the airport boundary. This is an acceptable configuration referred to as a *displaced threshold*. A displaced threshold configuration is one where the landing threshold is offset from the physical end of the runway. Accounting for a minimum safety area of 150m (500 ft) before the road, this could provide a total extension of up to 325 m (1066 ft).

The other option, as suggested in the PAPI analysis, is to provide the balance of the extension on the west end. Again, due to the clearance requirements of 4.3m above the crown of the road on the west end, the landing threshold of runway 06 in this case, would remain in its current location and the additional runway pavement of up to 50 m (165 ft) would be provided as take-off length.

In either scenario, the 1000 ft desired by the County can be accommodated, albeit with a displacement of the runway threshold at one end or both. We will include a clarifying graphic in the final document to illustrate these options.

- Comment 2: the 1:40 slope constraint over the road is not accurate as the road is technically an obstacle even though it's flat (e.g. parking a combine at end of runway); someone suggested this could be handled with 'do not park' signage

The 1:40 slope is the required approach surface protection for a Code 3 non precision runway. The road is rightly considered an obstacle (TP312 Sec 4.3.1.3). However, the approach surface must clear the road by 4.3 m (measured above the crown of the road). The intent of this clearance is to accommodate vehicles on the road without interfering with aircraft operations. The suggestion of adding signage will certainly help. Transport Canada Safety regulations recommends that signage be put in place where low flying aircraft operations are in the immediate vicinity of public access ways.

## AVPA Review 1

- Comment 3: hangers are at west end of the La Crete airport so most would take off from this end which is opposite to PAPI's position

The location of the hangars in itself will not definitively result in aircraft taking off from the west end though this would clearly be the preferred option. Direction of operation is dictated more by the prevailing wind directions at the time of take off as aircraft takeoff into the wind. Our estimates of 30-70 split were based on (a) anecdotal discussions with the contacts provided by the County and typical prevailing wind conditions at airports in western Canada with similar terrain and similar runway orientations.. We are happy to revise this if there is reasonable information to suggest otherwise and make whatever revisions are necessary . Please extend your assistance in connecting us with operators or local individuals who can help clarify the issue of wind direction as information has been difficult to obtain through this project.

- Comment 4: a number of technical concerns around Code classification of strips

Please elaborate so we may address these concerns.

- Comment 5: recommended expanding the La Crete air strip as far east as possible to avoid landing on Hwy 697

Please clarify this recommendation and the concern that is motivating this recommendation. The extension in and of itself will not prevent errant aircraft landing on Hwy 697. To provide further safety clearance beyond what Transport Canada mandates is achievable by moving the threshold of runway 06 the beginning of the useable runway - further to the east. Note that this will not impact take-offs on this runway as the aircraft can still use the entire length of pavement for a takeoff. This is because the landing threshold defines the boundary for an arriving aircraft but not for an aircraft taking off.

- Comment 6: the consultants should have studied the in-town strip rather than the Apache strip (or both?)

Instruction from R Toews (email 11/13/09) indicated that the in-town strip is notamed (NOtice To AirMen – the official notification that Nav Canada puts out to pilots) shut and will likely be abandoned and that the Apache strip was the one to include in the study.

- Comment 7: the consultants should have done an inventory of structures within the Obstacle Limitation Surface

As indicated in email of 02/03/10, the original proposal clearly excluded terrain survey (page #3 of proposal).

A site survey is required but should only be conducted once the desktop analysis of zoning updates is completed so that the survey can focus only on the areas where potential obstacles to the flightways are identified. This study provides this desktop analysis.

Table 9 Row 3 of the draft report confirms that site surveys will be required to establish accurate cadastral references for registering the zoning.

- Comment 8: the consultants should have ground truthed (visited) - but others argued the expense of this – the consultants commented that an on-the-ground survey is required to finalize the AVPA

See response to previous comment

## AVPA Review 1

- Comment 9: she is concerned about anticipating future use: if expand to 4000 foot strip, what impact will that have on the kind of planes that will land on it and in turn on the protection plan?

The demand assessment based on discussions with County contacts and operators suggest an increase in volume of activity with the plans for a flying school and the proposed extension. While we did not collect information that might suggest jet traffic, a 4000 ft runway could accommodate some small jets. The inclusion of this traffic will not change the operational safety zones - the OLS – as those have been defined based on the most conservative expectations (maximum safety of possible operations, given the size of the runway and the limits on expansion).

It is possible that jet traffic could increase the size of the noise zones. However, NEF contours are defined not just by the type of aircraft but more significantly by the volume of busy day activity of the aircraft and even more significantly by the proportion of these operations at night ( after 11 pm by normal Transport Canada standards).

Our email on Feb 3, 2010 (see attached) has requested further information for analysis to determine if any change to the NEF would result from inclusion of these operations.

- Comment 10: got to do something about helicopters

Please elaborate on the specific concern and the intended objective so we can offer possible solutions.

- Comment 11: concerned about data consultants used: number of take offs currently & anticipated

See response to Comment 9 and attached email of Feb 3.

- Comment 12: concerned about anticipating future use, using more generic data for mix of aircraft, predicting out 20 years

See response to Comment 9 and attached email of Feb 3.

- Comment 13: what runway parameters (length, end extended) were used to produce the Noise Exposure Contour Update, Obstacle Limitation Surface Update, Electronic Zoning Update & Bird Attraction Restriction Map Update for the La Crete strip?

In the case of La Crete and Fort Vermilion, the extended runway ( existing + proposed 1000 ft as provided in the sketches by the County) were used to construct base drawings. In the case of the other three aerodromes the existing dimensions as reported in the current AVPA (and in the case of Zama Apache site, runway strip calculated based on the paved runway dimensions calculated from the Google map).

- Comment 14: Impact of anticipated change in mix of aircraft: charters, jets

The demand assessment provides an estimate of the expected increase in traffic volume and aircraft types. The NEF contours are based on the 10 year expectations of these traffic levels and aircraft types. Jets could increase the size of the NEF contours. See response to Comment 9 for a discussion of this issue. The safety protection areas (OLS) on the other hand are dictated by the limitations of the airfield and we have protected these zones based on the extent to which the current terrain and development will allow expansion.

- Comment 15: bison hazard at Zama

This seems to be more an airfield security rather than an aeronautical zoning issue.

## AVPA Review 1

- Comment 16: flare stack obstacle for Rainbow

Repeated requests for information from Rainbow Lake (emails 11/05, 11/06, 11/17) did not yield any clarification on this item. We did attempt to obtain this information from Transport Canada but they are not permitted to divulge the information and referred us back to the township. Regardless, based on our understanding of air navigation procedures and Transport Canada standards we deduced the presence of the obstacle and have reflected this in our discussion of safety protection surfaces for that site.

- Comment 17: investigate wind study for saw mill

Please clarify site and specific concern.

### Other concerns:

- Comment 18: quality of writing and communication in document

The main deliverable for this assignment per the accepted proposal is to update the maps and reflect these updates in the existing AVPA document provided. The other committed deliverable was to identify the process that the County would have to follow to register the zoning under federal or provincial legislation.

Please note that all the the technical explanations we have provided are important and will be pertinent during a regulatory review if the County intends to pursue certification.

Notwithstanding, we do acknowledge the errors in the report that you have pointed out and which we will correct. We agree with your suggestions to include an executive summary and will also preface the technical explanations with a reader friendly clarification of the aeronautical terminology and standards. The document submitted was a draft intend to elicit these comments, which will be reflected in the final document.

- Comment 19: add an Executive Summary

Agreed. We will include an executive summary in the final report

- Comment 20: quality and size of maps; revised zoning maps need to be 11 X 17 fold outs (plus electronic version)

Agreed, 11 x 17 maps were always intended for the final report. The smaller maps in the draft were included only to indicate the level of information detail in each map.

Electronic versions of the map in CAD format were always intended for the final report as indicated in the email of 12/02/09

- Comment 21: They talk about Zama Lakes Airport; this is the Apache airport not the hamlet airstrip.

Refer to response to Comment 6.

- Comment 22: Why did they not include the Zama Hamlet airstrip?

Refer to response to Comment 6.

## AVPA Review 1

- Comment 23: All the new maps show the Apache airport

Refer to response to Comment 6.

- Comment 24: All the old maps show the Zama Hamlet map

Refer to response to Comment 6. The inclusion of the old map was simply a choice of presentation whereby the recommended updates to the AVPA were physically shown overlaid on the existing AVPA document. The County can choose and direct us to exclude the old maps if required in finalizing the recommended updates to the existing AVPA document.

- Comment 25: Section 3.2 Table 7 chart, why do they have the current runway for Zama Lake as unknown when they state earlier that it is 15.24 m wide x 1310.64 m long. (pg 15, 16)

Section 3.2 Table 7 entry for Zama Lake refers to the *runway strip* not the *runway*. We acknowledge that the discussion on Obstacle zoning should be prefaced by an explanation of the distinction between these two terms. This is being addressed in the updates to the draft report.

Also note, email to Paul Weeks at Apache on 11/23/09 requesting this information was unanswered. Please provide the information or a suitable source for this information so we can update the document accordingly. There is no other source for the strip information except from the airport operator or owner.

- Comment 26: Fort Vermilion is listed as having a Drive-in theater? Not that I'm aware of. (pg 22)

The error is noted and will be corrected in the final report document.

- Comment 27: They have Fort Vermilion listed as being beside the Athabasca River? (pg 24)

The error is noted and will be corrected in the final report document.

- Comment 28: Appendix B Bird Hazard Zone & Analysis of current sites: suggestions for how to regulate what farmer's plant?

Please see below, the proposed addition provided by Gary Searing from Airport Wildlife Management International (AWMI), who developed the Bird hazard maps for this assignment.

*"I do not think it will be reasonable to regulate a farmer's crop. However, this might be done through co-operation."*

Gary has proposed that we include the following paragraph to the report, *"If there are no farmers growing certain types of grain or pulse crops, those could be banned within the 3 zones with no ramifications. Mackenzie County should consider working with local farmers to influence the types of crops grown especially where bird use of agricultural fields within the bird hazard zones has been identified. Open houses with farmers may be a good way to encourage greater co-operation. This is likely to be a long-term process. It is difficult to alter patterns that have been established many years ago. It is also difficult to ask farmers who may already be in a marginal economy to grow what might be less profitable crops. . Mackenzie County might be able to work with provincial agricultural experts to determine crops favourable for bird hazard reduction as well as profitability."*

We will provide direct contact information for AWMI with our final report so that the County may work with Gary directly to develop an acceptable strategy.

## AVPA Review 1

- Comment 29: Section 3.3.5 of the actual AVPA can we add that helicopters cannot land within hamlet boundaries unless they are for emergency services and or approved sites.

This is a County policy consideration.

- Comment 30: Section 3.38 should this be specific to "Rainbow Lake" should it not be any adjacent Municipality?

This is a County policy consideration.



## AVPA Review 1

### Attachment: Feb 03 Email

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**From:** Keith D'Souza [mailto:keith\_dsouza@papi.ca]  
**Sent:** February-03-10 10:47 AM  
**To:** 'Bill Kostiw'  
**Cc:** 'peter\_bianconi@papi.ca'  
**Subject:** Followup to conf call with airport committee

Bill, thank you for including us in the meeting with your colleagues on the airport committee last week. It was certainly informative and gives us a better idea of the issues of importance and direction to proceed on this initiative with the AVPA update.

We would like to raise a few items for the committee's consideration while you prepare comments on the draft report.

1. It appears from some of the questions during the call that the La Crete strip is a key site and that the work planned for this site is quite imminent. It would help our study efforts greatly if the committee could give us a more concrete idea of:
  - a. What is envisioned for this site and
  - b. What is driving the plans to upgrade this site versus say, the other sites in the study? Ideally a development plan should precede the zoning updates. If this has been done already, it would help us greatly to get a copy of the report that is recommending the upgrades.
2. With respect to the Zama site, there seems to be some confusion about which (or whether both) sites are to be part of this study. We were previously instructed that the municipal site was decommissioned in favour of the Apache site that the county was negotiating to take over.
  - a. We would appreciate guidance on which of the two sites, or whether both are to be included in the study
  - b. Suggestions on contact point for traffic expectations at the town site if this is to be included.
  - c. Also, since the contours for the town site in your current AVPA bylaws seem to be more recently developed, please help us to locate the background data supporting those noise and obstacle contours.
3. With respect to the aircraft activity projections, the terms of reference for the study were to establish estimates of 10 year activity level in order to develop the noise contours. In fact, one of the comments made during the call was right on the mark - there is currently little basis for scientific projections of traffic levels at most of these sites. To the extent possible, we have spoken with stakeholders and airport operators about the key drivers and have made some assumptions to establish the activity levels to support our noise forecasts.
  - a. It would help us greatly if you could critically review the demand projections we have offered in our study and suggest any changes based on information you may have about actual or planned activities or even targets that the county or local townships have set for growth at these airports, which we may not have captured.
  - b. A related issue is presented in item #3 related to land use restrictions around the airport in the following list of issues

The following items bear clarification also as I may not have enunciated them clearly in the call:

1. We have developed the obstacle protection surfaces (OLS) safety zones to protect the maximum possible activity within the existing physical constraints of the terrain and apparent airport boundaries. Should you have specific information on the flexibility of the boundaries or existing constraints – roads, structures, etc. around each site, please advise us and we will treat them as movable and examine whether we can expand the safety zones.

## AVPA Review 1

2. One of the questions related to whether the analysis was based on secondary research or site survey. Our original proposal indicated that we assumed the information required would be available and therefore excluded any terrain survey. A site survey is important but should focus on critical areas identified by a prior desktop analysis in order to be cost effective. We have identified such areas for the various sites, largely related to trees and occasionally other obstacles. As you can imagine, in some of the sites (e.g., Zama), with the wooded areas so close in to the runway and the surrounding terrain, it is fiscally prudent to first determine which areas need to be surveyed before conducting site work, as this can get expensive.

Given the focus on the La Crete site, it may be advisable to consider first completing the entire exercise around this single site and then determining whether the same level of effort is warranted for each subsequent site.

3. In respect of the noise related zones at each site, aircraft technology has improved substantially in the past twenty years and aircraft have gotten significantly quieter. This is one of the contributing factors to the shrinking noise contours. Unfortunately, there is no background data on the contours in the existing AVPA documents to provide a reference point. In one case we have been able to track down anecdotal history. At High Level for example, the noise contours reflect the old PWA B727 operations. This noisy aircraft has been long supplanted with quieter upgrades.

Notwithstanding these improvements, there is a greater community land use zoning policy consideration beyond the technical analysis we have provided. At the end of the day, the noise contours we have developed reflect our assessment of traffic over the next 10 years at each site. Our study already considers the most demanding aircraft types that can be accommodated with the existing (and in the case of La Crete and Ft Vermilion, planned) facilities for the purposes of protecting the maximum safety zones. The Client can choose to override this and protect for higher traffic levels. We could also include more demanding aircraft by ignoring the site physical constraints. However, we need your direction in this regard. As an example you could direct us to use the traffic mix and levels of activity of some other airport that you consider more representative of the 10 year plan for this particular site. We can update the zoning accordingly. Of course, from a technical standpoint this may be less defensible should it be challenged. At the end of the day, we can certainly modify the contours to reflect a more aggressive vision based on the County's instructions.

On a related note I think one of your colleagues asked the question about the permissible land uses around the airport. I have attached the Transport Canada guidance on this issue for your reference. As you can see, these are recommendations and different communities may choose to adopt them differently based on individual planning philosophies.

4. One final clarification - the maps at the end of Appendix C in the report are the ones in the existing AVPA regs. That document was included in its entirety in this Appendix. The result of our analysis is reflected in the updated maps in Appendix D (the maps for which I think I sent you separately for convenience of email transfer). This may have contributed to some of the confusion about which Zama site was part of our analysis.

We look forward to your comments and guidance on this study.

Keith

--

PDK Airport Planning Inc. (PAPI)  
2631 Viking Way, Suite 243  
Richmond, BC Canada V6V 3B5  
Ph: 604 207 0115/0117 Extn 2  
Confidential Fax: 604 909 2777  
[www.papi.ca](http://www.papi.ca)

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

Page 1

**Current and Completed Corporate Services Department Projects/Activities:**

- 2009 Financial Statements and Financial Information Return and the 2009 audit results will be presented to Council at their May 11, 2010 meeting by Colette Miller of Wilde and Company.
- Preparing new grant applications is in progress.
- County's Four-Step Community Sustainability Plan is in progress. The community meetings are being held.
- Zama Fire Guard Project – the final progress report was prepared and submitted to FRIAA. We are waiting for the second payment towards the costs of the project.
- Municipal Census project – the final report is expected to be presented to Council at their June 8, 2010 meeting.
- 2010 Budget – the budget was finalized and approved on April 28, 2010. The 2010 Budget booklets and the Purchasing Directive Policy were presented to all management at their May 4, 2010 meeting.
- 2010 Tax Rate bylaw was prepared and approved by Council April 28, 2010.
- 2010 combined assessment and tax notices were printed and mailed May 4, 2010 with the July 7, 2010 deadline to the assessment appeals.
- Mustus Energy – continuing our research and negotiations.
- Town of Rainbow Lake – a meeting was held between administration members; awaiting a letter from the Town of Rainbow Lake regarding their position.
- Town of High Level – a payment was processed in accordance with the Regional Service Sharing Agreement and the arbitrator's decision. RFD is being presented to Council at their May 11, 2010 meeting.
- Fire Services Invoicing – I will be meeting with Rodney Schmidt, Fire Chief for the Town of High Level, to discuss the fire invoicing on May 7 and will report to Council at their May 11 meeting.
- Alberta Sustainable Resource Development – we received a request to provide the County's landownership map in digital format to be used for purposes of issuing the fire permits. A draft agreement is being prepared and will be presented along with RFD to Council at one of their upcoming meetings.
- Job Description – a review is being undertaken to review and update all job descriptions.
- 2010 Bursaries are being advertised with closing date of June 11, 2010 4:30 p.m.
- Jubilee Insurance – a list of insured properties showing the insured values for the buildings and contents was distributed to all management for their review and feedback by

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

Page 2

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May 13, 2010. The same list will be presented to the Finance Committee for a review at their scheduled May 20<sup>th</sup> meeting.

- North Point Subdivision Lift Station – a borrowing bylaw is being presented to Council for its second and third reading and an offsite levy bylaw was drafted for presentation to Council at their May 11 meeting.
- Handibus use policy development – a meeting was held with representatives of the organizations that are currently administer the use of the County owned vans. A draft policy will be presented to Council in June-July.
- Review of the 2010 projects that to be partially funded by local improvement tax for preparation of relevant bylaws is being undertaken.
- County's acceptable computer use guideline was reviewed and arrangements are being made to update the County staff regarding this guideline (attached for your information).

**Legal Files Update**

- Nothing to report

**Personnel/Human Resources.**

- Staff cross-training – on going

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

- Adding new modules (summer 2010): budgeting software (TeamBudget) and Virtual City Hall (ratepayers will have access to some Diamond information through the web).
- Grants applications preparation as new programs become available.
- Ratepayers meetings package preparation (financial & budget sections).
- Water/sewer master plans and offsite levies review project - RFP is to be drafted (Joulia and Development Department).

Respectfully submitted,

Joulia Whittleton

**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING**

**Tuesday, May 11, 2010  
10:00 a.m.**

**Council Chambers  
Fort Vermilion, Alberta**

**AGENDA**

			Page
<b>CALL TO ORDER:</b>	1.	a) Call to Order	
<b>AGENDA:</b>	2.	a) Adoption of Agenda	
<b>ADOPTION OF PREVIOUS MINUTES:</b>	3.	a) Minutes of the April 28, 2010 Regular Council Meeting	13
<b>BUSINESS ARISING OUT OF THE MINUTES:</b>	4.	a) b)	
<b>DELEGATIONS:</b>	5.	a) Colette Miller, Wilde & Company Chartered Accountants – 11:30 a.m. b) RCMP – 1:30 pm. c) d)	
<b>GENERAL REPORTS:</b>	6.	a) Parks & Recreation Committee Meeting Minutes – March 25, 2010 b) Mackenzie Housing Management Board Meeting Minutes – March 29, 2010 c)	31 37
<b>PUBLIC HEARINGS:</b>	7.	a) Bylaw 749/09 Road Closure, Jacob Thiessen SE	45

13-107-15-W5M – 1:00 p.m.

- b) Bylaw 757/10 Being a Plan Cancellation of Pt. of SW 7-109-13-W5M (Fort Vermilion Rural) – 1:00 p.m. 57

**TENDERS:**

- 8. a) La Crete & Fort Vermilion Airport Upgrades – 1:00 p.m.
- b) Fort Vermilion Administration Building Renovation – 1:00 p.m.
- c) Agricultural Land Lease – 1:00 p.m.
- d) La Crete Administration Building Caretaking Contract – 1:15 p.m.
- e) La Crete Public Works Shop Caretaking Contract – 1:15 p.m.

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

- 9. a) Council Committee Reports
- b) CAO and Director Reports 93

**CORPORATE SERVICES:**

- 10. a) 2009 Audited Financial Statements 113
- b) Bylaw 739/09 Offsite Levy Bylaw for the Sewer Trunk Main (La Crete) 115
- c) Bylaw 756/10 La Crete Lift Station (NE 10-106-15-W5, NW 11-106-15-W5 and SW 11-106-15-W5) 121
- d) Bylaw 763/10 Offsite Levy Bylaw (La Crete Lift Station to Serve NW 11-106-15-W5 and SW 11-106-15-W5) 125
- e) 2010 Budget Amendment for Airports and Buildings (handout)
- f) Borrowing Bylaw for 2010 Capital Projects (handout)
- g) Payment to the Town of High Level for the 2008 and 2009 Capital Projects 131

		h) La Crete Ferry Campground	135
		i) Finance and Investment Report – April 30, 2010	149
		j) CAO Recruitment Request for Proposals	159
		k) Councillor Remuneration to Attend Forest Products Association of Canada Bio Pathways Meeting	169
		l) Premier's Visit Update	173
		m) Recreation Volunteer Awards	179
		n) Minister's Awards for Municipal Excellence	191
		o) Seniors' Week 2010 - Proclamation	195
		p) Mighty Peace Tourist Association Member at Large Position	199
		q) Tri-Council Meeting	203
		r)	
		s)	
<b>OPERATIONAL SERVICES:</b>	11.	a) Tompkins Fire Hall/Public Works Shop Construction Task Force Committee – Appointment of Members at Large	207
		b) Tompkins Crossing	211
		c) Dust Control	213
		d) Rural Water	221
		e) AJA Friesen Road & Water Management Project	231
		f)	
		g)	
<b>PLANNING &amp; DEVELOPMENT:</b>	12.	a) Bylaw 734/09 Road Closure NE 10-109-13-W5M (Fort Vermilion Rural)	235

	b)	Bylaw 762/10 Land Use Bylaw Amendment to Rezone Plan 2938RS, Block 3, Lot 1 from Hamlet Commercial District 1 (HC1) to Direct Control District 2 (DC2) (Fort Vermilion – Ray Toews)	243
	c)	Lift Station Temporary Access Road – North Point Business Park Ltd. (NE 10-106-15-W5 La Crete)	251
	d)		
	e)		
<b>EMERGENCY &amp; ENFORCEMENT SERVICES:</b>	13.	a) High Intensity Residential Fires (HIRF)	255
		b)	
		c)	
<b>INFORMATION / CORRESPONDENCE:</b>	14.	a) Information/Correspondence Items	259
<b>IN CAMERA SESSION:</b>	15.	a) Special Projects (AT)	
		b) Inter-municipal Relations	
		c) Fire Invoice	
		d) Access to Plan 002 3789, Block 1, Lot 1 (SE 26-104-14-W5M)	
		e) La Crete Motel Laneway	
		f) Drive-thru Restaurants (La Crete)	
		g) FMA 0200040 Land Withdrawal and Timber Damage/Crown Dues Assessment	
		h)	
		i)	
<b>NEXT MEETING</b>	16.	a) Regular Council Meeting	



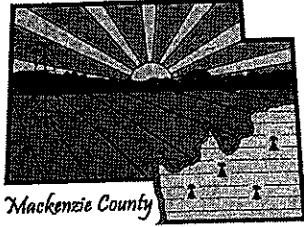
**DATE:**

Wednesday, May 26, 2010  
4:00 p.m.  
Municipal Office, La Crete, AB

**ADJOURNMENT:**

17. a) Adjournment





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 11, 2010</b>
<b>Presented By:</b>	<b>William Kostiw, Chief Administrative Officer</b>
<b>Title:</b>	<b>Minutes of the April 28, 2010 Regular Council Meeting</b>

### BACKGROUND / PROPOSAL:

Minutes of the April 28, 2010 Regular Council meeting are attached.

### OPTIONS & BENEFITS:

### COSTS & SOURCE OF FUNDING:

### RECOMMENDED ACTION:

That the minutes of the April 28, 2010 Regular Council meeting be adopted as presented.

Author: C. Gabriel

Review by: \_\_\_\_\_

CAO



**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING**

**Wednesday, April 28, 2010  
4:00 p.m.**

**Council Chambers  
Fort Vermilion, Alberta**

**PRESENT:**

Greg Newman	Reeve
Walter Sarapuk	Deputy Reeve
Peter F. Braun	Councillor
Dicky Driedger	Councillor
John W. Driedger	Councillor
Ed Froese	Councillor
Bill Neufeld	Councillor
Ray Toews	Councillor
Lisa Wardley	Councillor
Stuart Watson	Councillor

**ABSENT:**

**ADMINISTRATION:**

William (Bill) Kostiw	Chief Administrative Officer
Joulia Whittleton	Director of Corporate Services
John Klassen	Director of Operations (South)
Mary Jo Van Order	Director 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 April 28, 2010 at the Council Chambers in Fort Vermilion, Alberta.

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

Reeve Newman called the meeting to order at 4:10 p.m.

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

**MOTION 10-04-297** **MOVED** by Councillor Watson

That the agenda be adopted with the following additions:

- 4. a) Mackenzie Housing Management Board
- 10. o) Green Zone Weed Inspector
- 10. p) Canadian Nuclear Safety Commission
- 10. q) CAO Recruitment
- 15. e) Mackenzie Housing Management Board

**CARRIED**

**ADOPTION OF  
PREVIOUS MINUTES:**

**3. a) Minutes of the April 13, 2010 Regular Council Meeting**

**MOTION 10-04-298**

**MOVED** by Councillor Wardley

That the minutes of the April 13, 2010 Regular Council meeting be adopted as presented.

**CARRIED**

**BUSINESS ARISING  
OUT OF THE MINUTES:**

**4. a) Mackenzie Housing Management Board**

**MOTION 10-04-299**

Requires Unanimous

**MOVED** by Councillor Neufeld

That a letter of apology be sent to the Mackenzie Housing Management Board.

**DEFEATED**

**DELEGATIONS:**

**5. a) Dan Turner (Hovercraft)**

Presentation was made by Dan Turner, Chief Technology Officer with Hovertrans Solutions, prior to the Council meeting.

**GENERAL REPORTS:**

**6. a) Municipal Planning Commission Meeting Minutes – March 23, 2010**

**MOTION 10-04-300**

**MOVED** by Councillor Froese

That the Municipal Planning Commission meeting minutes of March 23, 2010 be received for information.

**CARRIED**

**TENDERS:**

**8. a) 2010 Gravel Crushing Program – 4:15 p.m.**

**MOTION 10-04-301**

**MOVED** by Councillor J. Driedger

That the 2010 Gravel Crushing Program Project tenders be opened.

**CARRIED**

Tenders Received:

Knelsen Sand & Gravel \$134,000.00

**MOTION 10-04-302**

**MOVED** by Deputy Reeve Sarapuk

That the 2010 Gravel Crushing Program Project tender be awarded to the lowest qualified bidder within budget.

**CARRIED**

**8. b) 2010 Regravelling Program – 4:15 p.m.**

**MOTION 10-04-303**

**MOVED** by Councillor Wardley

That the 2010 Regravelling Program Project tenders be opened.

**CARRIED**

Tenders Received:

Pit Location:	Knelsen Sand & Gravel	Tree Tech Contracting
Fitter Pit	\$129,750.00	\$141,750.00
West La Crete	\$ 92,920.00	\$ 91,540.00
Zama 0-30	\$ 75,390.00	\$ 77,880.00
Zama 31-60	\$ 97,890.00	\$ 83,880.00
Assumption 0-20	\$ 34,483.50	\$ 40,545.00
Assumption 21-40	\$ 38,556.00	\$ 42,795.00
South Talk Cree	\$ 11,100.00	\$ 6,990.00

**MOTION 10-04-304**

**MOVED** by Councillor Watson

That the 2010 Regravelling Program Project tender be awarded to the lowest qualified bidder.

**CARRIED**

**8. c) Mackenzie County Administration Building –  
 Renovation May 11, 2010 at 2:00 p.m.**

**8. d) La Crete & Fort Vermilion Airport Upgrades – May 11,  
 2010 at 10:30 a.m.**

The tender opening date for the Mackenzie County administration building renovation and the La Crete and Fort Vermilion airport upgrades was changed to May 11, 2010.

**14. a) Information/Correspondence (ADDITION)**

**MOTION 10-04-305**

**MOVED** by Councillor Toews

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

**CARRIED**

**PUBLIC HEARINGS: 7. a) Bylaw 758/10 Municipal Reserve Closure and Sale Plan 102 1703, Block 39, Lot 40MR (La Crete)**

Reeve Newman called the public hearing for Bylaw 758/10 to order at 4:34 p.m.

Reeve Newman asked if the public hearing for proposed Bylaw 758/10 was properly advertised. Mary Jo Van Order, Director of Planning and Development, answered that the bylaw was advertised in accordance with the Municipal Government Act.

Reeve Newman asked the Development Authority to outline the proposed land use bylaw amendment. Mary Jo Van Order, Director of Planning and Development, presented the Development Authority's submission and indicated that first reading was given on March 24, 2010.

Reeve Newman asked if Council has any questions of the proposed land use bylaw amendment. There were no questions.

Reeve Newman asked if any submissions were received in regards to proposed Bylaw 758/10. No submissions were received.

Reeve Newman asked if there was anyone present who would like to speak in regards to the proposed Bylaw 758/10. There was no one present to speak to the proposed bylaw.

Reeve Newman closed the public hearing for Bylaw 758/10 at 4:35 p.m.

**MOTION 10-04-306 MOVED by Councillor Froese**

That second reading be given to Bylaw 758/10, being a Land Use Bylaw Amendment to close and sell Plan 102 1703, Block 39, Lot 40MR.

**CARRIED**

**MOTION 10-04-307 MOVED by Councillor J. Driedger**

That third reading be given to Bylaw 758/10, being a Land Use



Bylaw Amendment to close and sell Plan 102 1703, Block 39, Lot 40MR.

**CARRIED**

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

9. a) None

**CORPORATE  
SERVICES:**

10. a) 2009 Provincial Grants Allocations

**MOTION 10-04-308**

**MOVED** by Councillor Braun

That the 2009 grants report showing provincial grants allocations to various projects and the remaining amounts be received for information.

**CARRIED**

10. b) 2009 Capital Projects over Budget

**MOTION 10-04-309**  
Requires 2/3

**MOVED** by Councillor Wardley

That the 2009 capital projects over expenditures of \$247,216 be funded as follows, \$73,809 through operating fund, \$59,357 through reserves and \$109,469 through grants as recommended.

**CARRIED**

10. c) 2010 Operating and Capital Budgets

Reeve Newman recessed the meeting at 5:40 p.m. and reconvened the meeting 6:23 p.m.

**MOTION 10-04-310**  
Requires 2/3

**MOVED** by Councillor Braun

That the 2010 operating and capital budgets be approved as amended.

**CARRIED UNANIMOUSLY**

10. d) Bylaw 761/10 2010 Tax Rate Bylaw

**MOTION 10-04-311**  
Requires 2/3

**MOVED** by Councillor J. Driedger

That first reading be given to Bylaw 761/10 being a tax rate bylaw for the Mackenzie County as amended.

**CARRIED**

**MOTION 10-04-312**

Requires 2/3

**MOVED** by Councillor Braun

That second reading be given to Bylaw 761/10 being a tax rate bylaw for the Mackenzie County as amended.

**CARRIED**

**MOTION 10-04-313**

Requires Unanimous

**MOVED** by Deputy Reeve Sarapuk

That consideration be given to go to third reading of Bylaw 761/10 being a tax rate bylaw for the Mackenzie County.

**CARRIED**

**MOTION 10-04-314**

Requires 2/3

**MOVED** by Councillor D. Driedger

That third reading be given to Bylaw 761/10 being a tax rate bylaw for the Mackenzie County as amended.

**CARRIED UNANIMOUSLY**

Reeve Newman recessed the meeting at 7:15 p.m. and reconvened at 7:28 p.m.

**10. e) RESV07 Emergency Reserve Policy**

**MOTION 10-04-315**

Requires 2/3

**MOVED** by Councillor Braun

That the Emergency Reserve Policy RESV07 be amended as presented.

**CARRIED**

**10. f) Compensation for Seasonal (Summer) Staff**

**MOTION 10-04-316**

**MOVED** by Councillor Braun

That Policy ADM046 Hiring Policy be approved as amended.

**CARRIED**

**10. g) Bylaw 760/10 Assessment Review Boards**

**MOTION 10-04-317**

**MOVED** by Councillor Neufeld

That first reading be given to Bylaw 760/10 Assessment Review Boards.

**CARRIED**

**MOTION 10-04-318**

**MOVED** by Councillor Wardley

That second reading be given to Bylaw 760/10 Assessment Review Boards.

**CARRIED**

**MOTION 10-04-319**

Requires Unanimous

**MOVED** by Councillor Watson

That consideration be given to go to third reading of Bylaw 760/10 Assessment Review Boards.

**CARRIED UNANIMOUSLY**

**MOTION 10-04-320**

**MOVED** by Councillor J. Driedger

That third reading be given to Bylaw 760/10 Assessment Review Boards.

**CARRIED**

**10. h) Rail Freight Service Review – Draft Submission**

**MOTION 10-04-321**

**MOVED** by Councillor D. Driedger

That the rail freight service review submission be received for information.

**CARRIED**

**10. i) Water & Sewer Agreement – Tall Cree**

**MOTION 10-04-322**

**MOVED** by Councillor Wardley

That the Finance Committee be authorized to negotiate a service agreement with Tall Cree First Nation for Council review.

**CARRIED**

**10. j) Public Lands**

**MOTION 10-04-323**

**MOVED** by Deputy Reeve Sarapuk

That administration be authorized to request clarification regarding Order in Council 77/2010 Public Lands Act.

**CARRIED**

**10. k) County Ratepayer Meeting Format**

**MOTION 10-04-324**

**MOVED** by Councillor Watson

That ratepayer meeting format be changed as discussed.

**CARRIED**

**10. l) Fort Vermilion Recreation Board – Election Process**

**MOTION 10-04-325**

**MOVED** by Reeve Newman

That all individuals elected to recreation boards must be residents of the County.

**CARRIED**

**10. m) AAMD&C Zone Meeting (August 13, 2010)**

**MOTION 10-04-326**

**MOVED** by Councillor J. Driedger

That administration proceed with the AAMD&C Zone meeting preparations for August 13, 2010 as presented.

**CARRIED**

**10. n) Mackenzie Regional Waste Management Commission  
– Letter of Support**

**MOTION 10-04-327**

**MOVED** by Councillor Braun

That Council send a letter of support for the Mackenzie Regional Waste Management Commission's paint recycling program.

**CARRIED**

**10. o) Green Zone Weed Inspector (Addition)**

**MOTION 10-04-328**

Requires Unanimous

**MOVED** by Councillor J. Driedger

That weed inspection services at a cost of \$25,000.00 be authorized with funding coming from the General Operating budget.

**CARRIED UNANIMOUSLY**

**10. p) Canadian Nuclear Safety Commission (ADDITION)**

**MOTION 10-04-329**  
Requires Unanimous

**MOVED** by Councillor D. Driedger

That two Councillors be authorized to attend the Canadian Nuclear Safety Commission meeting on May 4, 2010 in Manning.

**CARRIED UNANIMOUSLY**

**MOTION 10-04-330**  
Requires Unanimous

**MOVED** by Councillor Braun

That Councillor Neufeld and Councillor J. Driedger be authorized to attend the Canadian Nuclear Safety Commission meeting on May 4, 2010 in Manning.

**CARRIED UNANIMOUSLY**

**10. q) CAO Recruitment (ADDITION)**

**MOTION 10-04-331**  
Requires Unanimous

**MOVED** by Councillor Wardley

That administration proceed with a Request for Proposals for CAO recruitment assistance to be brought back to Council for decision at the June 8, 2010 Council meeting.

**CARRIED UNANIMOUSLY**

**OPERATIONAL SERVICES:**

**11. a) Subdivision Maintenance**

**MOTION 10-04-332**

**MOVED** by Councillor Braun

That Council instruct the Municipal Planning Commission to review the subdivision maintenance procedures and format a Development Agreement and advise Council of the recommended changes.

**CARRIED**

**11. b) Bridge File 76279 (NW 28-109-12-W5)**

**MOTION 10-04-333**

**MOVED** by Councillor Neufeld

That Council instruct administration to proceed to tender Bridge File 76279 (NW 28-109-12-W5) for tender and construction in

2011, subject to Alberta Transportation approval.

**CARRIED**

**11. c) Council Road Inspection Tour**

**MOTION 10-04-334**

**MOVED** by Councillor Neufeld

That Council conduct a road inspection tour with Alberta Transportation officials and administration on June 10 & 11, 2010.

**CARRIED**

**PLANNING AND  
DEVELOPMENT:**

**12. a) Postponement of Area Structure Plan Update for the  
Hamlets of Fort Vermilion, La Crete and Zama**

**MOTION 10-04-335**

**MOVED** by Councillor Froese

That the Area Structure Plans for the hamlets of Fort Vermilion, La Crete and Zama be postponed for reconsideration in the 2011 budget.

**CARRIED**

**12. b) Planning Policy Review – Road Extension to  
Woodland RV Park, Range Road 15-2 (South of La  
Crete Boundary)**

**MOTION 10-04-336**

**MOVED** by Councillor Neufeld

That the moratorium on Rural Country Residential Subdivisions be lifted.

Councillor J. Driedger requested a recorded vote.

In Favor:

Councillor J. Driedger  
Reeve Newman  
Councillor Braun  
Councillor Neufeld

Opposed:

Councillor D. Driedger  
Councillor Wardley  
Councillor Toews  
Councillor Watson  
Deputy Reeve Sarapuk  
Councillor Froese

**DEFEATED**

Councillor Toews left the meeting at 8:30 p.m.

**12. c) Survey Costs for Land Dedication Agreement Portion of NW 9-106-15-W5 (Vanguard Realty Ltd.) (La Crete)**

**MOTION 10-04-337**

**MOVED** by Reeve Newman

That administration move forward with the Memorandum of Understanding (MOU) with Vanguard Realty Ltd. (NW 9-106-15-W5) with the County paying for most of the survey, caveat and transfer costs (half of the large northeast MR parcels and for all of the remainder MR as described in the MOU).

**CARRIED**

**12. d) Development Permit 62-DP-10 Woodland RV Park (La Crete Rural)**

Councillor Toews rejoined the meeting at 8:37 p.m.

**MOTION 10-04-338**

**MOVED** by Councillor Neufeld

That Development Permit 62-DP-10 on Part of SW 35-105-15-W5M (Plan 012 1774, Lot 1) be referred to the Municipal Planning Commission with a condition that the County will not be held liable to construct an access road.

**CARRIED**

**EMERGENCY AND  
ENFORCEMENT  
SERVICES:**

**13. a) Fort Vermilion Fire & Rescue – Appointment of Fire Chief & Deputy Fire Chief**

**MOTION 10-04-339**

**MOVED** by Councillor Toews

That Dave Schmidt be appointed as the Fire Chief for the Fort Vermilion Fire & Rescue Department.

**CARRIED**

**MOTION 10-04-340**

**MOVED** by Councillor Froese

That Chris Fahey be appointed as the Deputy Fire Chief for the Fort Vermilion Fire & Rescue Department.

**CARRIED**

**13. b) La Crete Fire & Rescue – Appointment of Deputy Fire Chief**

**MOTION 10-04-341**

**MOVED** by Councillor Braun

That Jack Wiebe be appointed as Deputy Fire Chief for the La Crete Fire Department.

**CARRIED**

**13. c) Hamlet Fire Permits/Burn Barrels**

**MOTION 10-04-342**

**MOVED** by Councillor J. Driedger

That the hamlet fire permits/burn barrels be received for information.

**CARRIED**

**13. d) Fire Bans**

**MOTION 10-04-343**

**MOVED** by Councillor Watson

That Bylaw 684/08 Fire Services be brought back to Council for further review.

**CARRIED**

**13. e) Enhanced Policing**

**MOTION 10-04-344**

**MOVED** by Councillor Braun

That Council approve a three year funding agreement for a second Enhanced Policing member and that Councillor Braun, Councillor J. Driedger, and Reeve Newman be authorized to negotiate the terms of a final contract.

**CARRIED**

**13. f) Municipal Emergency Management Program (MEMP)  
Guide Workshop**

**MOTION 10-04-345**

**MOVED** by Councillor Toews

That the Municipal Emergency Management Program guide workshop be received for information.

**CARRIED**

**INFORMATION/  
CORRESPONDENCE**

**14. a) Information/Correspondence**



**MOTION 10-04-346**

**MOVED** by Councillor Neufeld

That the information/correspondence items be received for information.

**CARRIED**

**IN CAMERA SESSION:**

**MOTION 10-04-347**

**MOVED** by Councillor Watson

That Council move in-camera to discuss issues under the Freedom of Information and Protection of Privacy Regulations 18 (1) at 8:51 p.m.

- 15. a) Mustus Energy Electrical Contract
- 15. b) Personnel
- 15. c) Fire Coordinator
- 15. d) Legal (Property Access)
- 15. e) Mackenzie Housing Management Board (Addition)

**CARRIED**

**MOTION 10-04-348**

**MOVED** by Councillor J. Driedger

That Council move out of camera at 9:39 p.m.

**CARRIED**

**15. a) Mustus Energy Electrical Contract**

**MOTION 10-04-349**

**MOVED** by Councillor Neufeld

That Council continue to negotiate the Mustus Energy electrical contract as discussed.

**CARRIED**

**15. b) Personnel**

**MOTION 10-04-350**

**MOVED** by Councillor J. Driedger

That the personnel update be received for information.

**CARRIED**

**15. c) Fire Coordinator**

**MOTION 10-04-351**

**MOVED** by Councillor Wardley

That administration explore a safety & environmental coordinator position.

**CARRIED**

**15. d) Legal (Property Access)**

**MOTION 10-04-352**

**MOVED** by Deputy Reeve Sarapuk

That the access to Plan 002 3789, Block 1, Lot 1 be tabled for further information.

**CARRIED**

**15. e) Mackenzie Housing Management Board (Addition)**

**MOTION 10-04-353**

Requires Unanimous

**MOVED** by Councillor D. Driedger

That the County accept the resignation with regret and advertise the vacant member at large position on the Mackenzie Housing Management Board.

**CARRIED UNANIMOUSLY**

**MOTION 10-04-354**

Requires Unanimous

**MOVED** by Councillor Braun

That a letter be sent to the Hon. Frank Oberle and the Hon. Hector Goudreau to attend the official opening of the new La Crete administration building.

**CARRIED UNANIMOUSLY**

**NEXT MEETING DATE:**

**16. a) Regular Council Meeting**  
Tuesday, May 11, 2010  
10:00 a.m.  
Council Chambers, Fort Vermilion, AB

**ADJOURNMENT:**

**17. a) Adjournment**

**MOTION 10-04-355**

**MOVED** by Councillor J. Driedger

That the Council meeting be adjourned at 9:46 p.m.

**CARRIED**

These minutes will be presented to Council for approval on May 11, 2010.

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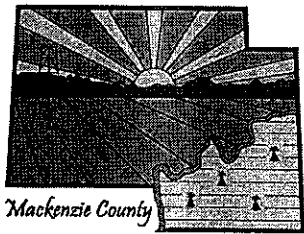
Greg Newman  
Reeve

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William Kostiw  
Chief Administrative Officer

DRAFT





# MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	Regular Council Meeting
<b>Meeting Date:</b>	May 11, 2010
<b>Presented By:</b>	John Klassen, Director of Operations – South
<b>Title:</b>	Parks and Recreation Committee Meeting Minutes March 25, 2010

**BACKGROUND / PROPOSAL:**

The adopted minutes of the March 25, 2010 Parks and Recreation Committee meeting are attached.

**OPTIONS & BENEFITS:**

N/A

**COSTS & SOURCE OF FUNDING:**

N/A

**RECOMMENDED ACTION:**

That the Parks and Recreation Committee meeting minutes of March 25, 2010 be received for information.

Author: L. Schmidt Review Date: \_\_\_\_\_ CAO \_\_\_\_\_



**MACKENZIE COUNTY  
PARKS AND RECREATION COMMITTEE**

**March 25, 2010  
12:00 pm**

**Fort Vermilion Council Chambers  
Fort Vermilion, Alberta**

**MINUTES**

<b>PRESENT:</b>	<b>Lisa Wardley Peter Braun Dicky Driedger Ray Toews</b>	<b>Chair, Councilor Vice Chair, Councilor Councilor Councilor</b>
<b>ALSO PRESENT:</b>	<b>John Klassen Joulia Whittleton Lisa Schmidt Henry Klassen</b>	<b>Director of Operations, South Director of Corporate Services Public Works Administrative Officer Leadhand – Parks, Playgrounds, Facilities &amp; Solid Waste</b>
<b>ABSENT:</b>	<b>Bill Kostiw Carla Komarnicki</b>	<b>CAO Public Works Administrative Officer, North, Utilities Clerk</b>

**DELEGATIONS:**

**CALL TO ORDER:**

1. a) Call to Order

Councilor Wardley called the meeting to order at 12:40 pm.

**DELEGATIONS:**

- 2.

**AGENDA:**

3. a) Adoption of Agenda

**MOTION 10-014**

**MOVED** by Councilor Braun

That the agenda be adopted as amended with the addition of:  
9 a) REDI Video

**CARRIED**

**MINUTES:**

4. a) Adoption of the February 24, 2010 minutes

**MOTION 10-015**

**MOVED** by Councilor Toews

That the minutes of February 24, 2010 Parks and Recreation  
Committee meeting be adopted as presented.

**CARRIED**

**BUSINESS ARISING  
OUT OF THE MINUTES:** 5.

**ACTION LIST:** 6. a) Adoption of the February 24, 2010 action list

**MOTION 10-016** **MOVED** by Councilor Driedger

That the action list of the February 24, 2010 Parks and Recreation Committee meeting be adopted as presented.

**CARRIED**

**NEW BUSINESS:** 7.

**Joulia Whittleton left meeting at 1:15 pm.**

**MOTION 10-017** **MOVED** by Councilor Wardley

That the old toilet should be removed from the Wadlin Lake Campground.

**CARRIED**

**Councilor Wardley recessed meeting at 1:58 pm.**

**Councilor Wardley reconvened meeting at 2:10 pm.**

**MOTION 10-018** **MOVED** by Councilor Braun

That administration move forward in pursuing a long term lease at Machesis Lake as opposed to a service agreement and attach a five year plan.

**CARRIED**

**MOTION 10-019** **MOVED** by Councilor Wardley

That the Bridge Campsite plan be brought to the next council meeting with an RFD for a letter to be written to Minister Addy and Minister Knight outlining the County's desire to have the current PRA included as part of a larger SRD Recreational lease. A map should be attached and Provincial Parks support for this initiative should be mentioned.



**CARRIED**

**INFORMATION/  
CORRESPONDENCE:** 8.

**ADDITIONAL ITEMS:** 9.

**Joulia Whittleton entered meeting 3:55 pm  
Joulia Whittleton left meeting 3:57 pm**

**NEXT MEETING  
DATE:**

10. a) Parks and Recreation Committee Meeting

The next Parks and Recreation Committee meeting is scheduled for April 28, 2010 at 12:00 pm in Fort Vermilion Council Chambers.

**ADJOURNMENT:** 11. a) Adjournment

**MOTION 10-020**

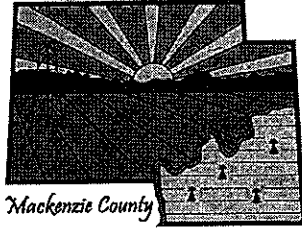
**MOVED** by Councilor Braun

That the Parks and Recreation Committee Meeting be adjourned at 4:10 pm. <sup>7</sup>

**CARRIED**

These minutes were adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2010





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 11, 2010</b>
<b>Presented By:</b>	<b>William Kostiw, Chief Administrative Officer</b>
<b>Title:</b>	<b>Mackenzie Housing Management Board Meeting Minutes – March 29, 2010</b>

### BACKGROUND / PROPOSAL:

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

### OPTIONS & BENEFITS:

### COSTS & SOURCE OF FUNDING:

### RECOMMENDED ACTION:

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

Author: C. Gabriel

Review By: \_\_\_\_\_

CAO



**MACKENZIE HOUSING MANAGEMENT BOARD  
REGULAR BOARD MEETING  
March 29, 2010 – 10:00 A.M.  
Fireside Room – Heimstaed Lodge**

**In Attendance:** Wally Schroeder, Chair  
Ray Toews, Vice Chair  
George Friesen  
Abe Peters  
Shirley Rechlo  
Peter Wieler  
Norm Van Vliet  
Dave Neufeld  
Peter Ernst

**Regrets:** Daryl Zielsdorf  
Ellis Forest

**Administration:** Barb Spurgeon, Chief Administrative Officer  
Dorothy Klassen, Lodge Manager  
Lisa Unruh, Executive Assistant

**Call to Order:** Chair Wally Schroeder called the Board meeting to order at 10:00 a.m.

**Agenda:** Approval of Agenda

10-032 Moved by Peter Wieler

That the agenda be amended to include:  
2.1 Oath of Confidentiality

Carried

**Minutes:** February 22, 2010 Board Meeting

10-033 Moved by Dave Neufeld

That the minutes of the February 22, 2010 regular board meeting be approved as distributed.

Carried

**Reports:** **CAO Report**

10-034 Moved by Norm Van Vliet

That the Chief Administrative Officer report be accepted for information.

Carried

**Financial Reports** **Housing – February 28, 2010**

10-035 Moved by Ray Toews

That the February 28, 2010 Housing financial report be accepted for information.

Carried

**Lodge – February 28, 2010**

10-036 Moved by Peter Wieler

That the February 28, 2010 Lodge financial report be accepted for information.

Carried

**Assisted Care – February 28, 2010**

10-037 Moved by George Friesen

That the February 28, 2010 Assisted Care financial report be accepted for information.

Carried

**New Business:** **2009 Audited Financial Statements**

Tara Waddy from Meyers Norris Penny entered the meeting via tele-conference at 10:30 a.m.

Chairman Schroeder welcomed Ms. Waddy to the meeting at 10:31 a.m.

Ms. Waddy reviewed and answered questions regarding the audited financial statements.

Chairman Schroeder thanked Ms. Waddy for her presentation and she left the meeting at 11:14 a.m.

10-038

Moved by Peter Wieler

That the 2009 audited financial statements prepared by Meyers Norris Penny LLP be approved as distributed.

Carried

Chairman Schroeder recessed the regular board meeting at 11:15 a.m.

Chairman Schroeder reconvened the regular board meeting at 11:30 a.m.

**Conflict of Interest – Legal Opinion**

10-039

Moved by Ray Toews

That a legal opinion on conflict of interest for board members be obtained from Reynolds Mirth Richards Farmer LLP.

Carried

**Assisted Living Budget 2010**

10-040

Moved by George Friesen

That consideration be given to move in camera at 11:45 a.m.

Carried

10-041 Moved by Dave Neufeld

That consideration be given to move out of in camera at 12:16 p.m.

Carried

10-042 Moved by George Friesen

That the Assisted Living budget be accepted as information.

Carried

**Health Contract Negotiations**

10-043 Moved by Peter Wieler

That George Friesen and Wally Schroeder arrange a meeting with the Health Minister to discuss our Health contract; and that the Health Contract be extended to June 30, 2010 with the condition that the contract be negotiated retroactive to January 2009.

Carried

**Utilizing the Revolving Account**

10-044 Moved by George Friesen

That Administration be authorized to use the revolving account in April 2010 if necessary.

Carried

**Lease Request from LCMNA**

10-045 Moved by Peter Ernst

That this item be tabled until a legal opinion on conflict of interest for board members be obtained from Reynolds Mirth Richards Farmer LLP.

Carried



Chairman Schroeder recessed the regular board meeting for lunch at 12:17 p.m.

Chairman Schroeder reconvened the regular board meeting at 12:48 p.m.

**Revolving Account - ATB**

10-046

Moved by Peter Ernst

That the Revolving Account - ATB be accepted for information.

Carried

**Correspondence from Mackenzie County**

10-047

Moved by Peter Ernst

That a letter be written to Mackenzie County advising attendance at their April 13<sup>th</sup> Council meeting.

Carried

**Round Table Discussion – Norm Van Vliet**

A general discussion was held regarding board policy & procedures.

**Information Items:**

10-048

Moved by George Friesen

That the following items be accepted for information:

Bank reconciliation for January & February 2010

Carried

**In Camera**

**Personnel**

10-049

Moved by George Friesen

That consideration be given to move in camera at 1:40 p.m.

Carried

10-050

Moved by Norm Van Vliet

That consideration be given to move out of in camera at 2:00 p.m.

Carried

10-051

Moved by Ray Toews

That the Chair respond to Mr. Wiebe's letter as discussed.

Carried

**Next Meeting Date:**

Regular Board Meeting  
April 26, 2010 – 10:00 a.m.  
Fireside Room – Phase I  
Heimstaed Lodge

**Adjournment:**

10-052

Moved by Peter Wieler

That the board meeting of March 29, 2010 be adjourned at 2:00 p.m.

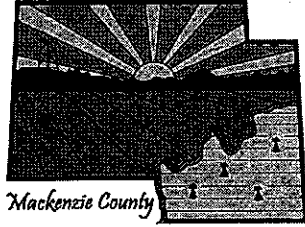
Carried

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Wally Schroeder, Chair

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Lisa Unruh, Executive Assistant



# MACKENZIE COUNTY

## REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 11, 2010</b>
<b>Presented By:</b>	<b>Mary Jo Van Order, Director of Planning and Development</b>
<b>Title:</b>	<b>PUBLIC HEARING Bylaw 749/09- Road Closure-Jacob Thiessen SE 13-107-15-W5M (Blumenort Area)</b>

### BACKGROUND / PROPOSAL:

Bylaw 749/09, received first reading at the February 9, 2010 Council meeting, being a request to close a portion of undeveloped road plan in order to accommodate subdividing a farmstead from SE 13-107-15-W5M. Bylaw 749/09 was forwarded to the Minister of Transportation for approval.

Approval for Bylaw 749/09 was given by the Minister of Transportation on April 9, 2010.

In 1940 a road plan was designed through several crown owned quarter sections of land in order to bypass a slough. The road was registered at Land Titles as Plan 2106EU but it was never built. Later a road was built on the government road allowances to the east of this quarter. Road Plan 2106EU was abandoned.

The applicant bought the quarter section of land in 1968 and was not fully aware of Road Plan 2106EU. He was of the understanding that the road plan was the undeveloped road allowance on the east side of his quarter section. It was not until three years ago that he found out the exact location of Road Plan 2106EU when surveyors came out and removed the pins. At that time he did not think anything of it as it had never affected his land or the use.

Now the applicant is in the process of subdividing out the homestead however this cannot be completed until Road Plan 2106EU is closed or part thereof, as the road plan cuts directly across the proposed homestead separation and his access into the yard

**Author:** Liane Lambert,  
Development Officer  
\_\_\_\_\_

**Reviewed by:** Mary Jo Van Order,  
Director of Planning  
and Development  
\_\_\_\_\_

**CAO**

site. Subdivision 30-SUB-09 was approved January 26, 2010 with condition that the road be closed.

On December 9th, 2009, the Municipal Planning Commission recommended Bylaw 749/09 be presented to Council for the approval of closing the portion of Road Plan 2106EU on the east side of SE 13-107-15-W5M in order to allow for the homestead separation.

Bylaw 749/09 was prepared to go to the January 12<sup>th</sup> Council meeting for first reading. However, during the preliminary reviews administration was instructed to investigate closing the entire road which crosses three quarter sections (two of which are owned by the applicant).

The applicant was asked that if the County closed the entire unused Road Plan 2106EU that crosses both his quarters would he consider purchasing and doing a consolidation as per County Policy PW028. His reply was that he would like the entire road closed but he does not want to pay for the land. If he has to pay for the land then he only wants the piece of road closed that crosses the proposed subdivision.

**OPTIONS & BENEFITS:**

As per M.D of Mackenzie Policy PW028 a closed undeveloped road allowance is to be sold at "market value as established by the M.D". The County's Land Assessor, advised administration that in general, farm land is now selling at a high price:

Current Market Value approximately \$1000.00 per acre.  
Current County Farm Assessed Value, \$97.93 per acre.

The entire portion of road plan across both of the applicant's quarters is approximately 7.76 ac and over SE 13-107-15-W5M only is 4.35 ac. The portion of road running through the proposed subdivision plan is approximately 0.95 ac.

**COSTS & SOURCE OF FUNDING:**

All costs will be borne by the applicant.

**RECOMMENDED ACTION:**

**MOTION 1**

That second reading be given to Bylaw 749/09 being a road closure bylaw to close and sell that portion of the undeveloped road plan 2106EU, lying on the east half of 13-107-15-W5M

**Author:** Liane Lambert,  
Development Officer

**Reviewed by:** Mary Jo Van Order,  
Director of Planning  
and Development

**CAO**

**MOTION 2**

That third reading be given to Bylaw 749/09 being a road closure bylaw to close and sell that portion of the undeveloped road plan 2106EU, lying on the east half of 13-107-15-W5M

**Author:** Liane Lambert,  
Development Officer

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**Reviewed by:** Mary Jo Van Order,  
Director of Planning  
and Development

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**CAO**

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**Mackenzie County**

**PUBLIC HEARING FOR LAND USE BYLAW AMENDMENT**

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

**Order of Presentation**

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

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

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

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

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

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

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

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

**REMARKS/COMMENTS:**

**BYLAW NO. 749/09**  
**BEING A BYLAW OF**  
**MACKENZIE COUNTY**  
**IN THE PROVINCE OF ALBERTA**

**FOR THE PURPOSE OF CLOSING A PORTION OF A PUBLIC ROAD ALLOWANCE  
IN ACCORDANCE WITH SECTIONS 22, 24 AND 606 OF THE  
MUNICIPAL GOVERNMENT ACT, CHAPTER M-26,  
REVISED STATUTES OF ALBERTA 2000.**

**WHEREAS**, Council of Mackenzie County has determined that the road plan as outlined on Schedule A attached hereto, be subject to a road closure, and

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

**NOW THEREFORE**, be it resolved that the Council of Mackenzie County does hereby close and sell the road plan described as follows, subject to the rights of access granted by other legislation or regulations:

1. All that portion of Road Plan 2106EU situated south of the north boundary of the NE 13-107-15-W5M containing \_\_\_\_\_ hectares (\_\_\_\_ acres) more or less. Excepting thereout all mines and minerals.

READ a first time this 9<sup>th</sup> day of February, 2010.

---

Greg Newman  
Reeve

---

William Kostiw  
Chief Administrative Officer

APPROVED this 9<sup>th</sup> day of April, 2010.

---

Minister of Transportation

Approval valid for \_\_\_\_\_ months.



READ a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2010.

READ a third time and finally passed this \_\_\_\_\_ day of \_\_\_\_\_, 2010.

---

Greg Newman  
Reeve

---

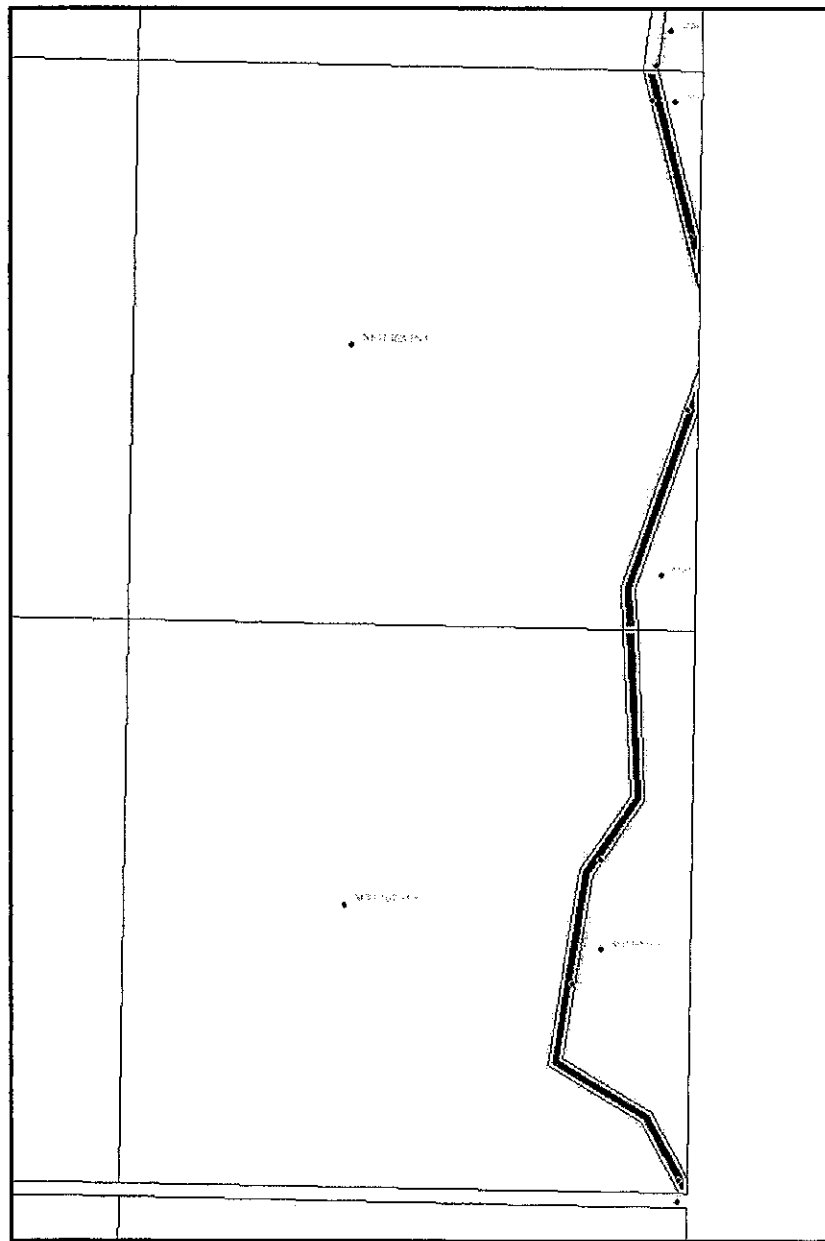
William Kostiw  
Chief Administrative Officer

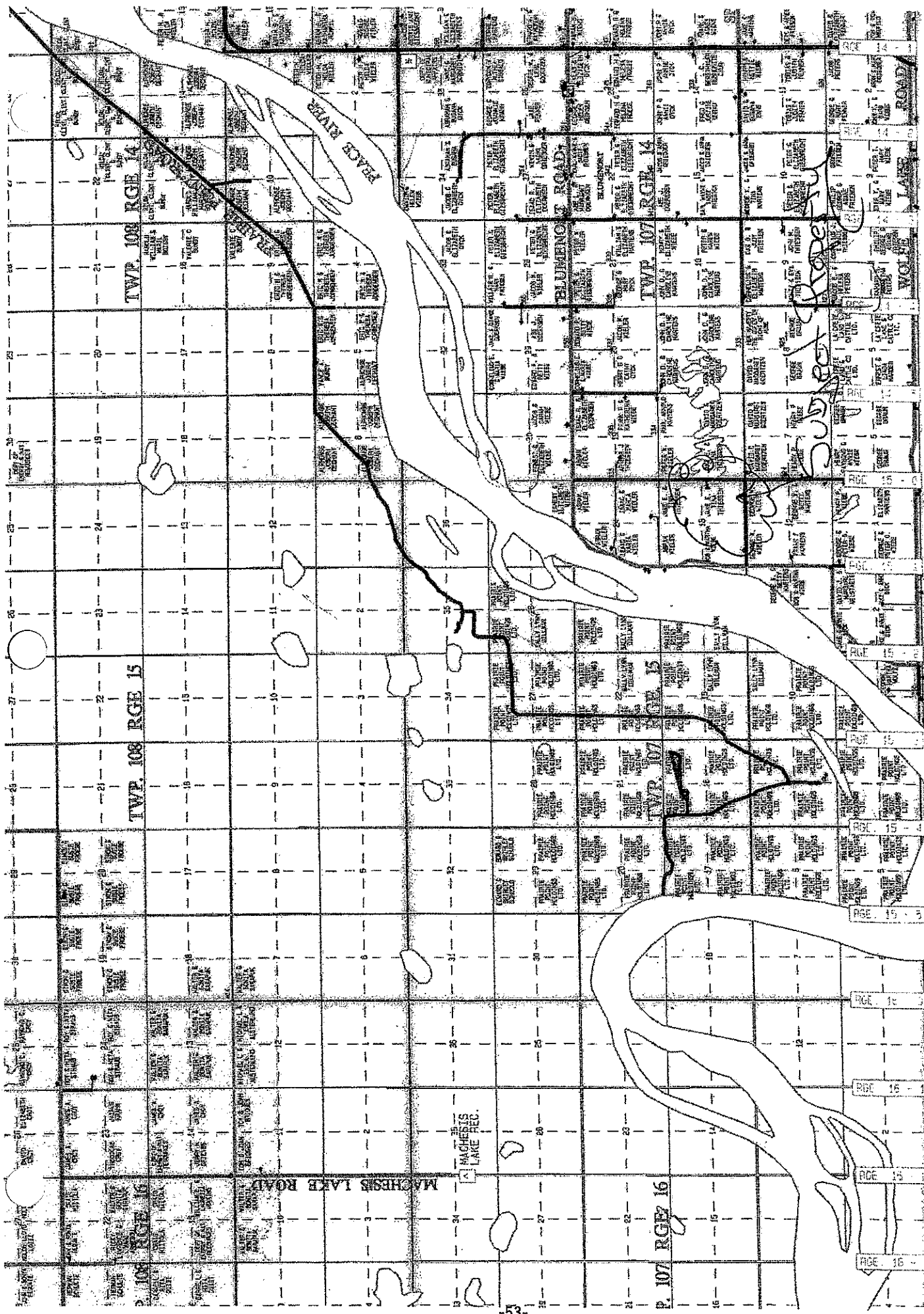
**BYLAW No. 749/09**

**SCHEDULE "A"**

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

All that portion of Road Plan 2106EU situated south of the north boundary of the NE 13-107-15-W5M containing \_\_\_\_\_ hectares (\_\_\_\_ acres) more or less. Excepting thereout all mines and minerals.





TWP. 108 RGE. 14

TWP. 108 RGE. 15

TWP. 108 RGE. 16

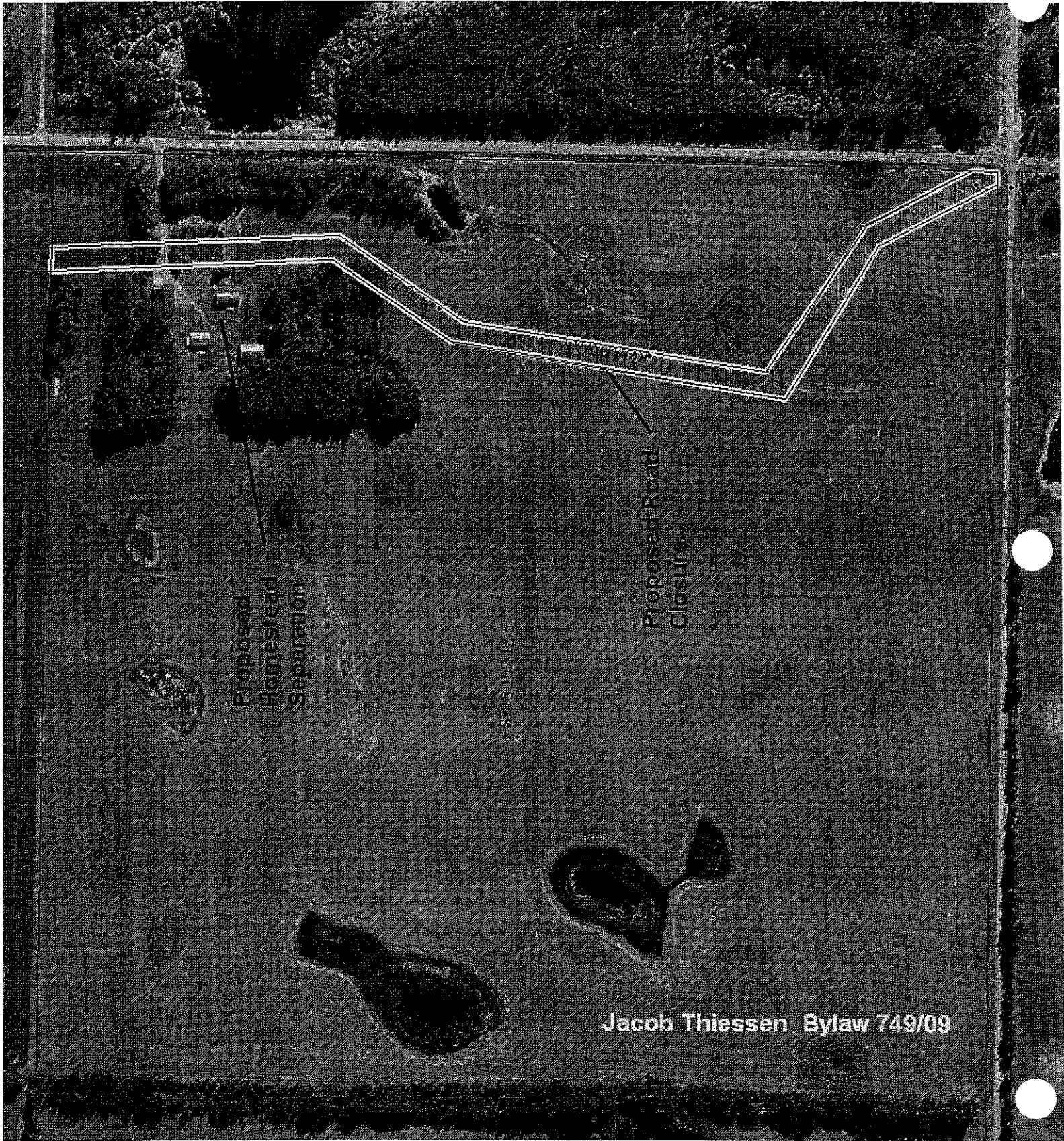
BLUMENCO T. ROAD

TWP. 107 RGE. 14

TWP. 107 RGE. 15

TWP. 107 RGE. 16

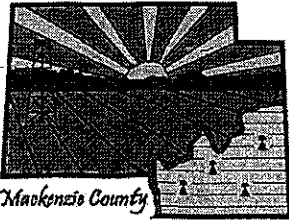
MACHESIE LAKE ROAD



Proposed  
Homestead  
Separation

Proposed Road  
Closure

Jacob Thiessen Bylaw 749/09



# LAND USE BYLAW AMENDMENT APPLICATION

APPLICATION NO. 749/09

NAME OF APPLICANT <u>Jacob Thiessen</u>		
ADDRESS <u>Box 324 La Crete AB</u>		
TOWN		
POSTAL CODE <u>T0H 2H0</u>	PHONE (RES.) <u>8-2140</u>	BUS. <u>841-4517</u>

COMPLETE IF DIFFERENT FROM APPLICANT

NAME OF REGISTER OWNER		
ADDRESS		
TOWN		
POSTAL CODE	PHONE (RES.)	BUS.

LEGAL DESCRIPTION OF THE LAND AFFECTED BY THE PROPOSED AMENDMENT

QTR./LS.	SEC.	TWP.	RANGE	M.	OR	PLAN <u>2106 EU</u>	BLK	LOT
----------	------	------	-------	----	----	---------------------	-----	-----

(456ac)

LAND USE CLASSIFICATION AMENDMENT PROPOSED:

FROM: Road Closure TO: \_\_\_\_\_

Road Plan w/li SE 13-107-15-WSM

REASONS SUPPORTING PROPOSED AMENDMENT:

Request closure of Road Plan 2106 EU which is registered through SE 13-107-15-WSM. This road plan exists however no road has ever been built on it. Subdivision of SE 13-107-15-WSM is underway and Road Plan needs to be cancelled to complete the subdivision.

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

Jacob Thiessen  
APPLICANT

November 24, 2009  
DATE

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

REGISTERED OWNER \_\_\_\_\_

DATE \_\_\_\_\_

**REGISTERED OWNER(S):**  
JACOB E. THESSEN &  
TINA THESSEN

**SUBDIVISION AUTHORITY**  
MACKENZIE COUNTY  
FILE No. :

**TENTATIVE PLAN**  
**SHOWING PROPOSED**  
SUBDIVISION OF PART OF  
S.E. 1/4 SEC. 13, TWP. 107, RGE. 15, W. 5 TH M.  
MACKENZIE COUNTY  
ALBERTA  
2009

SCALE 1:2000

**NOTES**

No.	Date	Revision / Issued	BY	App.
4				
3				
2				
1	DEC. 1, 2009	ORIGINAL	BK	

**LEGEND:**

- Distances are in metres and decimals thereof.
- Lots dealt with on this plan are bounded thus: \_\_\_\_\_
- containing an area of: 488 Hl. (12.01 Acres)
- Power Line and Power Pole(s) shown thus: ———— OH ————
- Boundary Line Shown thus: ————

**ABBREVIATIONS:**

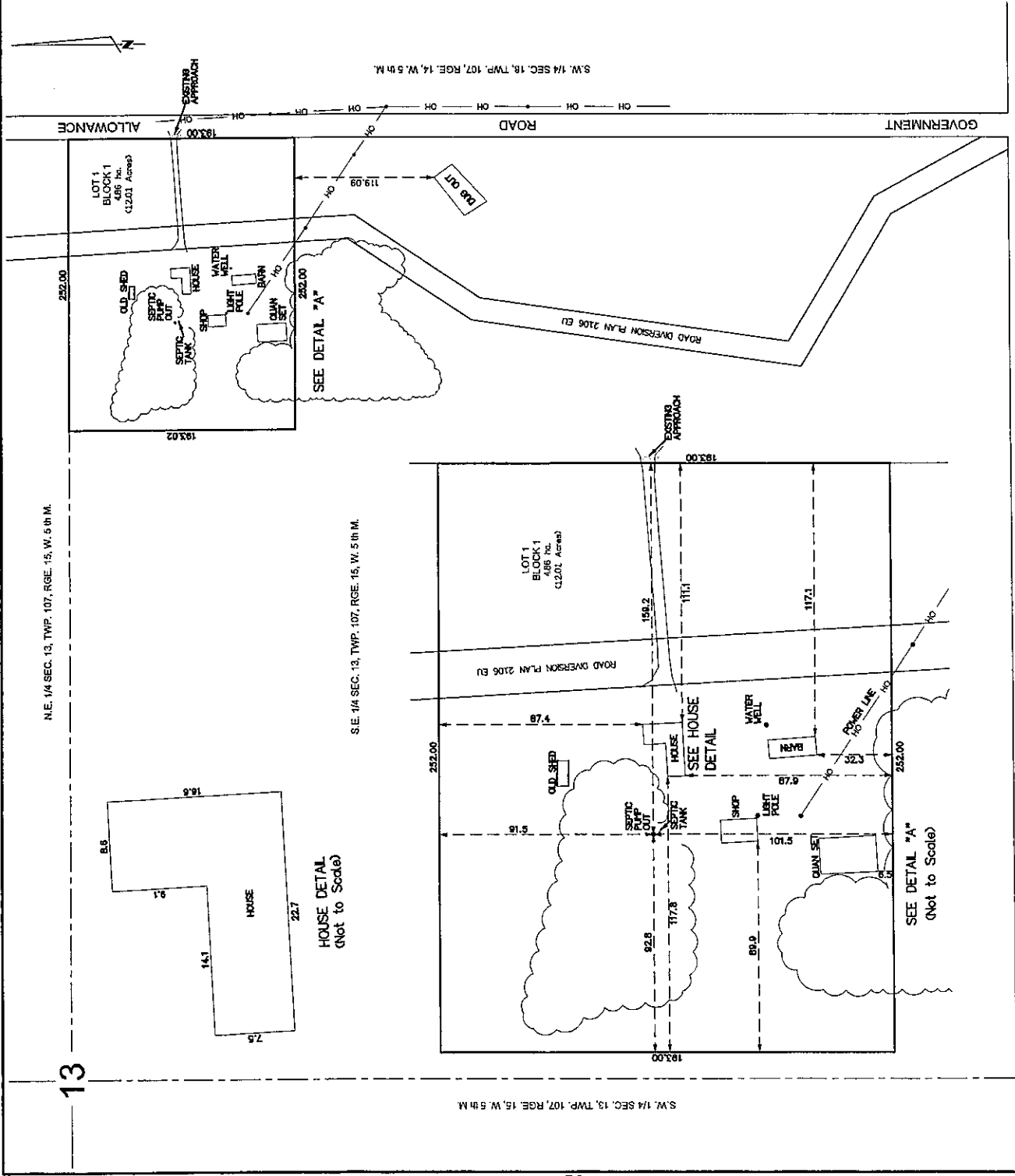
- Hl. Indicates Hectare.
- R. Indicates Ration.
- N., E., S., W. Indicates North, East, South & West.
- Rge. Indicates Range.
- Sec. Indicates Section.
- Twp. Indicates Township.

**WARREN BARLOW ASSOCIATES**  
P230  
Alberta Land Surveyors Inc.

**BARLOW SURVEYING**  
4828-51 Ave., P.O. Box 1077, High Prairie, AB, T0G 1E0

Ph: (780) 323-4199  
Fax: (780) 323-4190

DRAWN: BK  
CHECKED: WSD  
DEC. 1, 2009  
JOB No. 269-091  
PAGE No. 269-091(1)



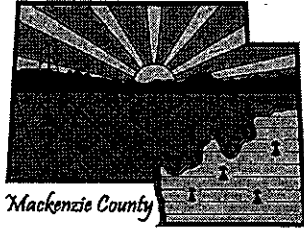
LOT 1  
BLOCK 1  
PLAN 972 0211

ALLOWANCE

ROAD

GOVERNMENT

N.E. 1/4 SEC. 12, TWP. 107, RGE. 15, W. 5 TH M.



# MACKENZIE COUNTY

## REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 11, 2010</b>
<b>Presented By:</b>	<b>Mary Jo Van Order, Director of Planning and Development</b>
<b>Title:</b>	<b>PUBLIC HEARING Bylaw 757/10 Being a Plan Cancellation on Pt. of SW 7-109-13-W5M (Fort Vermilion Rural)</b>

### BACKGROUND / PROPOSAL:

Bylaw 757/10, received first reading at the April 13, 2010 Council meeting, this bylaw is for a plan cancellation on Pt. of SW 7-109-13-W5M.

Mackenzie County received a request to cancel a four (4) acre subdivision on Pt. of SW 7-109-13-W5M in order to complete a boundary adjustment. Subdivision application (13-SUB-09) was approved by the Municipal Planning Commission on August 28, 2009 and the Development Agreement received final signature on October 29, 2009.

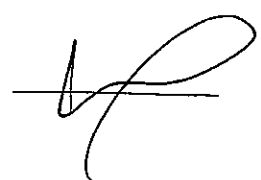
The applicant applied to change the boundary lines of their acreage by extending the land eastward in order to exclude a portion of un-usable land on the north side that contains a slough. The new boundary lines exclude this slough and increases the size of their original four (4) acre parcel to 8.5 acres.

The landowner of the quarter section (SW 7-109-13-W5M) signed the subdivision application agreeing to the proposed subdivision boundary adjustment as the boundary adjustment involves land taken from the quarter section. On the day of the subdivision boundary adjustment approval, new owners received title to the quarter section (SW 7-109-13-W5M). The new landowners were aware of the proposed subdivision boundary adjustment application prior to the purchase of the land and the subdivision approval.

As well, all adjacent landowners and the original landowner of quarter section (SW 7-109-13-W5) were sent letters with the subdivision application and tentative plan on July 16, 2009 notifying them of the proposed subdivision boundary adjustment. No comments or concerns were received by the County.

**Author:** Liane Lambert,  
Development Officer

**Reviewed by:** Mary Jo Van Order  
Director of Planning

**CAO**  


The subdivision process proceeded and all documentation for the approved subdivision boundary adjustment (Development Agreement, Land Transfers, and Consent to Register a Plan) were signed by the new landowners and the applicant on October 27, 2009.

The subdivision boundary adjustment was ready to be sent to Alberta Land Titles for registration when it was realized that a Plan Cancellation to close the old subdivision would also be required.

The surveyor thought that, in order to speed up the process and possibly bypass the plan cancellation procedure, it would be best to leave the old plan in place and register the new subdivision as an irregular piece provided that the new landowners were willing. A revised drawing and documents were presented to the new landowner asking them if they would consider this idea. Should they have agreed, the revised request would have been presented to the MPC for approval.

When no response was received from the landowner, the subdivision applicant decided to proceed with the original boundary adjustment and request the plan cancellation as all the necessary documents to register the subdivision had already been signed.

The last step in completing the new boundary adjustment plan is to cancel the old subdivision plan. A plan cancellation is done by bylaw in accordance with section 658 of the Municipal Government Act.

The Planning Department has no issues or concerns with this application.

**OPTIONS & BENEFITS:**

This cancellation is required due to the existing lot boundaries being expanded and shifted east. When subdivision boundaries are expanded, a boundary adjustment can be completed however when the boundaries are shifted and part of the old original boundary lines are outside the new lines the old boundary lines must be cancelled so the new lines can be re-established.

**COSTS & SOURCE OF FUNDING:**

All costs will be borne by the applicant.

**Author:** Liane Lambert,  
Development Officer

**Reviewed by:** Mary Jo Van Order  
Director of Planning

**CAO** \_\_\_\_\_



**RECOMMENDED ACTION:**

**MOTION 1**

That second reading be given to Bylaw 757/10 being the cancellation of

ALL THAT PORTION OF THE SOUTH WEST QUARTER OF SECTION SEVEN (7) TOWNSHIP ONE HUNDRED AND NINE (109) RANGE THIRTEEN (13) WEST OF THE FIFTH MERIDIAN, DESCRIBED AS FOLLOWS: COMMENCING AT THE INTERSECTION OF THE WEST BOUNDARY OF THE SAID QUARTER SECTION WITH THE NORTH LIMIT OF ROAD PLAN 2378EU; THENCE EASTERLY ALONG THE NORTH LIMIT ONE HUNDRED AND TWENTY TWO (122) METRES; THENCE NORTHERLY AND AT RIGHT ANGLES THERETO ONE HUNDRED AND THIRTY SEVEN (137) METRES; THENCE WESTERLY AND PARALLEL WITH THE NORTH LIMIT TO A POINT ON THE WEST BOUNDARY; THENCE SOUTHERLY ALONG THE WEST BOUNDARY TO THE POINT OF COMMENCEMENT, CONTAINING 1.67 HECTARES, MORE OR LESS

for the purpose of reverting the lands back into SW 7-109-13-W5M, from which the subdivision was taken.

**MOTION 2**

That third reading be given to Bylaw 757/10 being the cancellation of

ALL THAT PORTION OF THE SOUTH WEST QUARTER OF SECTION SEVEN (7) TOWNSHIP ONE HUNDRED AND NINE (109) RANGE THIRTEEN (13) WEST OF THE FIFTH MERIDIAN, DESCRIBED AS FOLLOWS: COMMENCING AT THE INTERSECTION OF THE WEST BOUNDARY OF THE SAID QUARTER SECTION WITH THE NORTH LIMIT OF ROAD PLAN 2378EU; THENCE EASTERLY ALONG THE NORTH LIMIT ONE HUNDRED AND TWENTY TWO (122) METRES; THENCE NORTHERLY AND AT RIGHT ANGLES THERETO ONE HUNDRED AND THIRTY SEVEN (137) METRES; THENCE WESTERLY AND PARALLEL WITH THE NORTH LIMIT TO A POINT ON THE WEST BOUNDARY; THENCE SOUTHERLY ALONG THE WEST BOUNDARY TO THE POINT OF COMMENCEMENT, CONTAINING 1.67 HECTARES, MORE OR LESS

for the purpose of reverting the lands back into SW 7-109-13-W5M, from which the subdivision was taken.

**Author:** Liane Lambert,  
Development Officer

**Reviewed by:** Mary Jo Van Order  
Director of Planning

**CAO** \_\_\_\_\_



**Mackenzie County**

**PUBLIC HEARING FOR LAND USE BYLAW AMENDMENT**

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

**Order of Presentation**

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

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

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

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

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

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

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

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

**REMARKS/COMMENTS:**

**BYLAW NO. 757/10**

**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 1995 and revised in 2003, and

**WHEREAS**, Mackenzie County has adopted the Mackenzie County Land Use Bylaw, 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:

ALL THAT PORTION OF THE SOUTH WEST QUARTER OF SECTION SEVEN (7) TOWNSHIP ONE HUNDRED AND NINE (109) RANGE THIRTEEN (13) WEST OF THE FIFTH MERIDIAN, DESCRIBED AS FOLLOWS: COMMENCING AT THE INTERSECTION OF THE WEST BOUNDARY OF THE SAID QUARTER SECTION WITH THE NORTH LIMIT OF ROAD PLAN 2378EU; THENCE EASTERLY ALONG THE NORTH LIMIT ONE HUNDRED AND TWENTY TWO (122) METRES; THENCE NORTHERLY AND AT RIGHT ANGLES THERETO ONE HUNDRED AND THIRTY SEVEN (137) METRES; THENCE WESTERLY AND PARALLEL WITH THE NORTH LIMIT TO A POINT ON THE WEST BOUNDARY; THENCE SOUTHERLY ALONG THE WEST BOUNDARY TO THE POINT OF COMMENCEMENT, CONTAINING 1.67 HECTARES, MORE OR LESS

IS HEREBY CANCELLED IN WHOLE AND THE LANDS SHALL REVERT BACK INTO PART OF SW7-109-13-W5M FROM WHICH THE SUBDIVISION WAS TAKEN.

READ a first time this 13<sup>th</sup> day of April, 2010.

READ a second time this \_\_\_ day of \_\_\_\_\_, 2010.

READ a third time and finally passed this \_\_\_ day of \_\_\_\_\_, 2010.

---

Greg Newman  
Reeve

---

William Kostiw  
Chief Administrative Officer

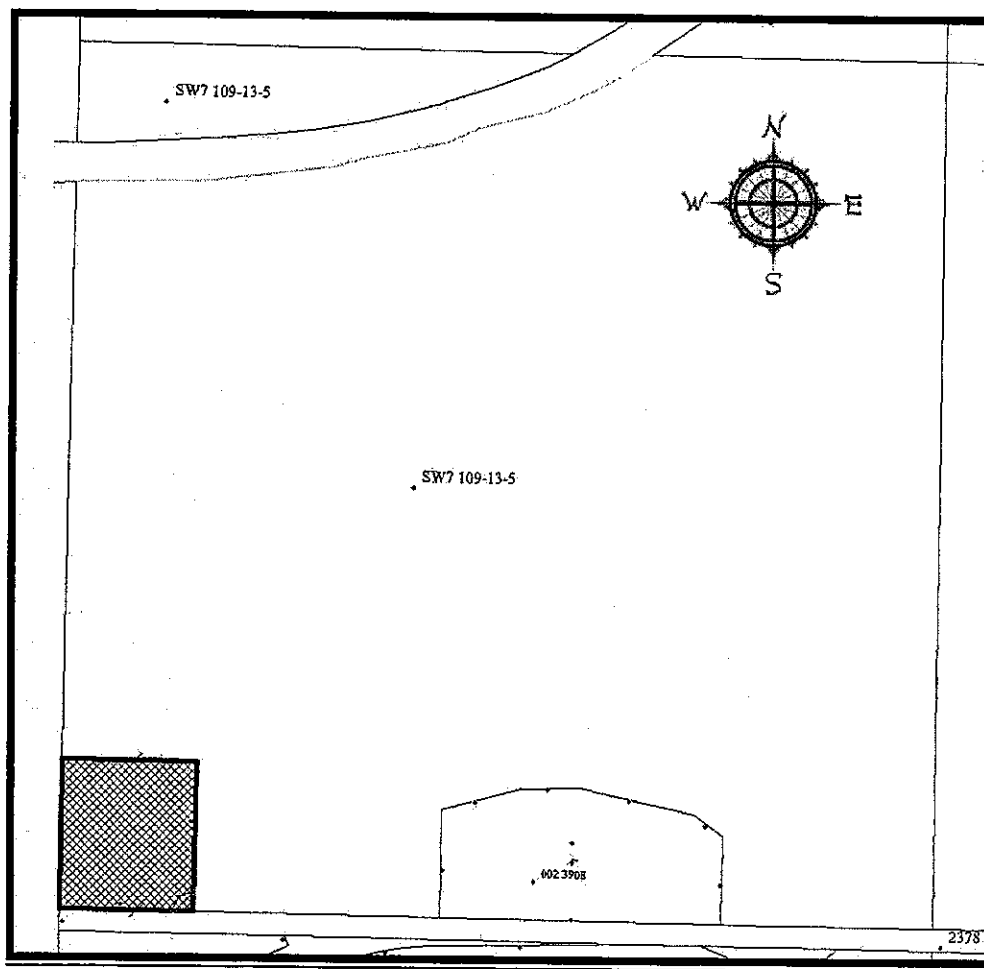
**BYLAW NO. 757/10**

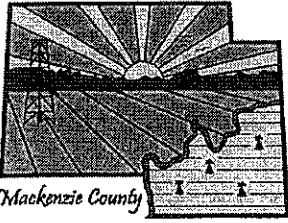
**SCHEDULE "A"**

1. That the Plan Cancellation of the following property known as:

ALL THAT PORTION OF THE SOUTH WEST QUARTER OF SECTION SEVEN (7) TOWNSHIP ONE HUNDRED AND NINE (109) RANGE THIRTEEN (13) WEST OF THE FIFTH MERIDIAN, DESCRIBED AS FOLLOWS: COMMENCING AT THE INTERSECTION OF THE WEST BOUNDARY OF THE SAID QUARTER SECTION WITH THE NORTH LIMIT OF ROAD PLAN 2378EU; THENCE EASTERLY ALONG THE NORTH LIMIT ONE HUNDRED AND TWENTY TWO (122) METRES; THENCE NORTHERLY AND AT RIGHT ANGLES THERETO ONE HUNDRED AND THIRTY SEVEN (137) METRES; THENCE WESTERLY AND PARALLEL WITH THE NORTH LIMIT TO A POINT ON THE WEST BOUNDARY; THENCE SOUTHERLY ALONG THE WEST BOUNDARY TO THE POINT OF COMMENCEMENT, CONTAINING 1.67 HECTARES, MORE OR LESS

is hereby cancelled in whole and the lands shall revert back into part of SW 7-109-13-W5M from which the subdivision was taken.





# LAND USE BYLAW AMENDMENT APPLICATION

APPLICATION NO. 757/10

NAME OF APPLICANT <u>Ronald &amp; Donna Lambert</u>		
ADDRESS <u>Box 968</u>		
TOWN <u>Fort Vermilion AB</u>		
POSTAL CODE <u>T0H 1N0</u>	PHONE (RES.) <u>(20) 927-733</u>	BUS.

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

LEGAL DESCRIPTION OF THE LAND AFFECTED BY THE PROPOSED AMENDMENT

QTR./LS. <u>SW</u>	SEC. <u>7</u>	TWP. <u>109</u>	RANGE <u>13</u>	M. <u>5</u>	OR	PLAN	BLK	LOT
-----------------------	------------------	--------------------	--------------------	----------------	----	------	-----	-----

LAND USE CLASSIFICATION AMENDMENT PROPOSED:

FROM: \_\_\_\_\_ TO: \_\_\_\_\_

REASONS SUPPORTING PROPOSED AMENDMENT:

Subdivision Plan cancellation + consolidation.

I/WE HAVE ENCLOSED THE REQUIRED APPLICATION FEE OF \$ 150.00 RECEIPT NO. 115664

Donna L. Lambert  
APPLICANT

March 10/10  
DATE

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

Donna L. Lambert  
REGISTERED OWNER

March 10/10  
DATE

SURVEYOR:  
WARREN BARLOW, A.L.S.



CLIENT:  
RONALD LAMBERT  
AND  
DONNA LAMBERT

SUBDIVISION AUTHORITY  
MACKENZIE COUNTY  
FILE No.:

**TENTATIVE PLAN**  
SHOWING PROPOSED SUBDIVISION OF

PART OF  
S.W. 1/4 SEC. 7, TWP. 109, RGE. 13, W. 5th M.  
MACKENZIE COUNTY  
ALBERTA  
2009



SCALE 1:2000

NOTES

No.	Date	Revised/Issued	By	App.
4				
3				
2	AUG 28, 2009	COMPLETED	MB	
1	JUNE 30, 2009	ORIGINAL	MB	

LEGEND:

- Distances are ground horizontal, are in metres and decimals thereof.
- Lines omit with on this plan are bounded thus: \_\_\_\_\_
- containing an area of: 3.44 ha.
- Rights of way are shown thus: - - - - -
- Power Lines are shown thus: - - - - -
- Power Poles are shown thus: . . . . .

ABBREVIATIONS:

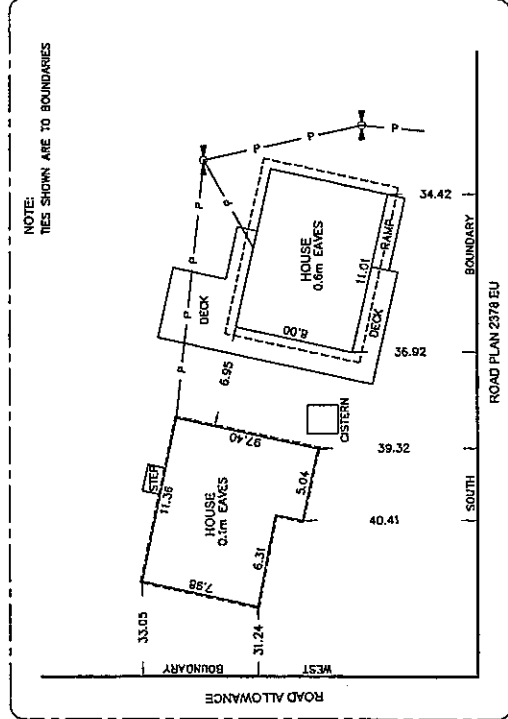
- H indicates hector.
- M indicates Metres or Meters.
- N, E, S, & W indicates North, East, South & West.
- P/L indicates Pipeline.
- R/W indicates Right of Way.
- R/L indicates Right.
- S/L indicates Section.
- Twp. indicates Township.



DRAMA: MB  
CHECKED: NSB  
JUNE 30, 2009  
JOB No. 105-091  
DWG No. 105-091T

N.W. 1/4 SEC. 7-109-13 W. 5th M.

NOTE:  
TIES SHOWN ARE TO BOUNDARIES



DETAILED NOT TO SCALE

S.W. 1/4 SEC. 7-109-13 W. 5th M.



N.W. 1/4 SEC. 6-109-13 W. 5th M.

11.35m ATCS R/W  
ECC 1981

ROAD PLAN 2378 EU

ROAD PLAN 062 2020

7.33m P/L R/W  
PLA 846563

ROAD PLAN 2378 EU

ROAD PLAN 232 2020

20.12m

THEORETICAL S.E. 1/4 SEC. 12-109-14 W. 5th M.  
BOYER IR No. 164 PLAN T1247 (C.L.S.R.) 70261 LTO

**Developer's Agreement**

Developer: Ronald Lambert and Donna Lambert

Municipality: Mackenzie County

File Number: 13-SUB-09

Legal Description: Pt. of SW 7-109-13-W5M

**Mackenzie County**



Memorandum of Agreement made this 29 day of October A.D., 2009.

Between: **Mackenzie County**  
(hereinafter referred to as the "Municipality")

Of The First Part

And

Ronald Lambert and Donna Lambert  
(herein after referred to as the "Developer")

Of The Second Part

WHEREAS the Developer is the owner or is entitled to become the owner of that portion of land located within the boundaries of Mackenzie County and legally described as **Pt. of SW 7-109-13-W5M**

NOW THEREFORE THE PARTIES, to this Agreement, in consideration of the promises and of the mutual terms, covenants, and conditions to be observed and performed by each party agree as follows:


1. For the purpose of this agreement Subdivision means that area of land legally described as; **Pt. of SW 7-109-13-W5M, containing 3.4 hectares (8.5 acres), as outlined in red on Schedule B, attached.**
2. Any outstanding property taxes are to be paid on the land proposed to be subdivided or arrangements made which are satisfactory to the municipality.
3. Provision of access to the subdivision and to the balance of the quarter in accordance with Mackenzie County standards and at the developer's expense.
4. Provision of a storm water management plan. Please contact Liane Lambert, Development Officer to discuss the requirements for your subdivision.
5. All sewage disposals shall conform to the Alberta Private Sewage Treatment and Disposal Regulations.
6. Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
7. Dedication of the most westerly & southerly 5.18 metres of the proposed subdivision for future road widening.


8. Provision of utility right-of-way as required by ATCO Electric and Northern Lights Gas.
9. Subdivision must meet ATCO Electric's conditions as follows:
  - i. 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 meters on either side of the power line center line.
  - ii. 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 meters on either side of the line route. The owner should be aware of the potential for brushing along the existing and possible future power line alignment.

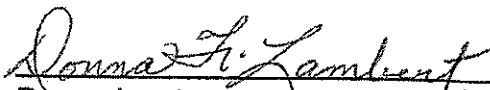
In Witness whereof: the parties hereunto affixed their signatures, on the date and year first above written.


In the Province of Alberta

  
Witness


  
Ronald Lambert  
Developer

  
Witness

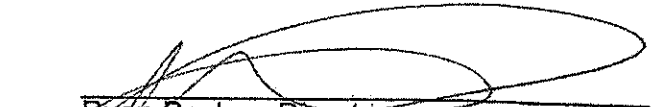
  
Donna Lambert  
Developer

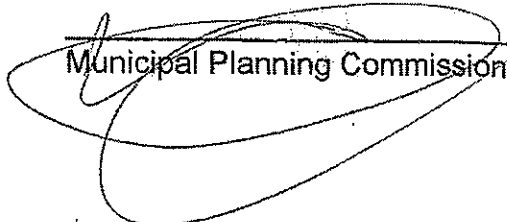
  
Witness

  
Wayne T. Mercredi  
Registered Land Owner

  
Witness

  
Patricia A. Mercredi  
Registered Land Owner

  
Ryan Becker, Director  
Planning and Emergency Services  
William Kostiw  
Chief Administrative Officer

  
Municipal Planning Commission

SCHEDULE "A"

Copy of Certificate of Title



LAND TITLE CERTIFICATE

S  
LINC                                      SHORT LEGAL                                      TITLE NUMBER  
0018 061 341                                      5;13;109;7;SW                                      852 143 532

LEGAL DESCRIPTION

ALL THAT PORTION OF THE SOUTH WEST QUARTER OF SECTION SEVEN (7)  
TOWNSHIP ONE HUNDRED AND NINE (109)  
RANGE THIRTEEN (13)  
WEST OF THE FIFTH MERIDIAN, DESCRIBED AS FOLLOWS: COMMENCING AT  
THE INTERSECTION OF THE WEST BOUNDARY OF THE SAID QUARTER SECTION  
WITH THE NORTH LIMIT OF ROAD PLAN 2378EU; THENCE EASTERLY  
ALONG THE NORTH LIMIT ONE HUNDRED AND TWENTY TWO (122) METRES;  
THENCE NORTHERLY AND AT RIGHT ANGLES THERETO ONE HUNDRED AND THIRTY  
SEVEN (137) METRES; THENCE WESTERLY AND PARALLEL WITH THE NORTH  
LIMIT TO A POINT ON THE WEST BOUNDARY; THENCE SOUTHERLY ALONG THE  
WEST BOUNDARY TO THE POINT OF COMMENCEMENT, CONTAINING 1.67  
HECTARES, MORE OR LESS.  
EXCEPTING THEREOUT ALL MINES AND MINERALS

ESTATE: FEE SIMPLE

MUNICIPALITY: MACKENZIE COUNTY

REGISTERED OWNER(S)				
REGISTRATION	DATE(DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
852 143 532	11/07/1985			NIL

OWNERS

RONALD G LAMBERT

AND

DONNA F LAMBERT

BOTH OF:

BOX 729, FORT VERMILION

ALBERTA

AS JOINT TENANTS

( CONTINUED )

-----  
ENCUMBRANCES, LIENS & INTERESTS

PAGE 2  
# 852 143 532

REGISTRATION

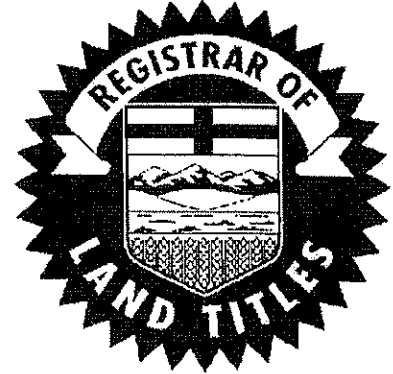
-----  
NUMBER            DATE (D/M/Y)            PARTICULARS  
-----  
7478NF            19/09/1963 CAVEAT  
                         RE : UTILITY RIGHT OF WAY  
                         CAVEATOR - ATCO ELECTRIC LTD..  
                         10035-105 STREET  
                         EDMONTON  
                         ALBERTA T5J2V6  
                         (DATA UPDATED BY: TRANSFER OF CAVEAT  
                         002378132)  
  
2145UO            31/01/1974 CAVEAT  
                         RE : UTILITY RIGHT OF WAY  
                         CAVEATOR - ALBERTA POWER LIMITED.  
  
842 195 939       04/09/1984 UTILITY RIGHT OF WAY  
                         GRANTEE - NORTHERN LIGHTS GAS CO-OP LTD.

TOTAL INSTRUMENTS: 003

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN ACCURATE  
REPRODUCTION OF THE CERTIFICATE OF TITLE REPRESENTED  
HEREIN THIS 26 DAY OF MARCH, 2010 AT 11:47 A.M.

ORDER NUMBER:16150428

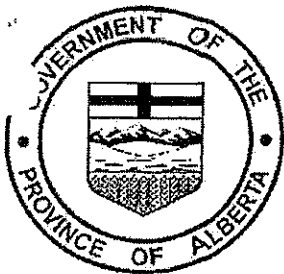
CUSTOMER FILE NUMBER: FVO-LL



\*END OF CERTIFICATE\*

-----  
THIS ELECTRONICALLY TRANSMITTED LAND TITLES PRODUCT IS INTENDED FOR THE  
SOLE USE OF THE ORIGINAL PURCHASER, AND NONE OTHER, SUBJECT TO WHAT IS  
SET OUT IN THE PARAGRAPH BELOW.

THE ABOVE PROVISIONS DO NOT PROHIBIT THE ORIGINAL PURCHASER FROM  
INCLUDING THIS UNMODIFIED PRODUCT IN ANY REPORT, OPINION, APPRAISAL OR  
OTHER ADVICE PREPARED BY THE ORIGINAL PURCHASER AS PART OF THE ORIGINAL  
PURCHASER APPLYING PROFESSIONAL, CONSULTING OR TECHNICAL EXPERTISE FOR  
THE BENEFIT OF CLIENT(S).



LAND TITLE CERTIFICATE

S		
LINC	SHORT LEGAL	TITLE NUMBER
0028 575 373	5;13;109;7;SW	092 305 090

LEGAL DESCRIPTION

FIRST: ALL THAT PORTION OF THE SOUTH WEST QUARTER OF SECTION SEVEN (7) TOWNSHIP ONE HUNDRED AND NINE (109) RANGE THIRTEEN (13) WEST OF THE FIFTH MERIDIAN WHICH LIES SOUTH AND EAST OF BOYER RIVER AS SHOWN ON A PLAN OF SURVEY OF THE SAID TOWNSHIP DATED THE 9TH OF FEBRUARY A.D. 1917 CONTAINING 59.7 HECTARES (147.50 ACRES) MORE OR LESS.

EXCEPTING THEREOUT:	HECTARES	(ACRES)	MORE OR LESS
A) PLAN 2378 EU - ROAD	0.809	2.00	
B) ALL THAT PORTION DESCRIBED AS FOLLOWS: COMMENCING AT THE INTERSECTION OF THE WEST BOUNDARY OF THE SAID QUARTER SECTION WITH THE NORTH LIMIT OF ROAD PLAN 2378 EU THENCE EASTERLY ALONG THE NORTH LIMIT ONE HUNDRED AND TWENTY TWO (122) METRES THENCE NORTHERLY AND AT RIGHT ANGLES THERETO ONE HUNDRED AND THIRTY SEVEN (137) METRES THENCE WESTERLY AND PARALLEL WITH THE NORTH LIMIT TO A POINT ON THE WEST BOUNDARY THENCE SOUTHERLY ALONG THE WEST BOUNDARY TO THE POINT OF COMMENCEMENT, CONTAINING			
C) PLAN 0023908 - SUBDIVISION	2.87	7.09	

EXCEPTING THEREOUT ALL MINES AND MINERALS. A PLAN OF SECONDLY: ALL THAT PORTION OF THE SAID SOUTH WEST QUARTER WHICH LIES TO THE NORTH OF BOYER RIVER AS SHOWN ON SAID TOWNSHIP PLAN, CONTAINING 3.11 HECTARES (7.70 ACRES) MORE OR LESS. EXCEPTING THEREOUT ALL MINES AND MINERALS

ESTATE: FEE SIMPLE

MUNICIPALITY: MACKENZIE COUNTY

REFERENCE NUMBER: 002 372 669

( CONTINUED )

-----  
REGISTERED OWNER(S)  
REGISTRATION      DATE(DMY) DOCUMENT TYPE      VALUE      CONSIDERATION  
-----  
092 305 090      28/08/2009 TRANSFER OF LAND      \$110,000      \$110,000

OWNERS

WAYNE T MERCREDI

AND

PATRICIA A MERCREDI

BOTH OF:

BOX 594

FORT VERMILION

ALBERTA T0H 1N0

AS JOINT TENANTS

-----  
ENCUMBRANCES, LIENS & INTERESTS

REGISTRATION  
NUMBER      DATE (D/M/Y)      PARTICULARS  
-----  
7478NF      19/09/1963 CAVEAT  
RE : UTILITY RIGHT OF WAY  
CAVEATOR - ATCO ELECTRIC LTD..  
10035-105 STREET  
EDMONTON  
ALBERTA T5J2V6  
"AS TO 1ST PORTION"  
(DATA UPDATED BY: TRANSFER OF CAVEAT  
002378132)  
  
2145UO      31/01/1974 CAVEAT  
RE : UTILITY RIGHT OF WAY  
CAVEATOR - ALBERTA POWER LIMITED.  
"AS TO 1ST PORTION"  
  
842 195 939      04/09/1984 UTILITY RIGHT OF WAY  
GRANTEE - NORTHERN LIGHTS GAS CO-OP LTD.

( CONTINUED )



-----  
ENCUMBRANCES, LIENS & INTERESTS

PAGE 3  
# 092 305 090

REGISTRATION  
NUMBER      DATE (D/M/Y)      PARTICULARS

-----  
092 305 091      28/08/2009 MORTGAGE  
MORTGAGEE - CANADIAN IMPERIAL BANK OF COMMERCE.  
P.O. BOX 330, HIGH LEVEL  
ALBERTA T0H1Z0  
ORIGINAL PRINCIPAL AMOUNT: \$88,000

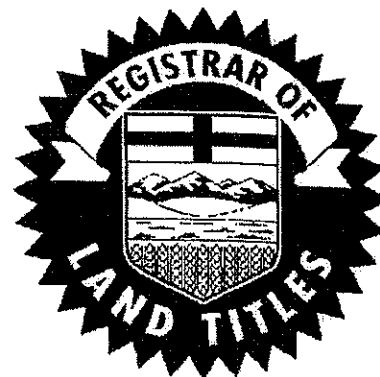
092 305 092      28/08/2009 CAVEAT  
RE : LIFE ESTATE  
CAVEATOR - MALCOLM LAMBERT  
PO BOX 312  
FORT VERMILION  
ALBERTA T0H1N0  
AGENT - BOYD E LANGFORD

TOTAL INSTRUMENTS: 005

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN ACCURATE  
REPRODUCTION OF THE CERTIFICATE OF TITLE REPRESENTED  
HEREIN THIS 15 DAY OF SEPTEMBER, 2009 AT 04:58 P.M.

ORDER NUMBER:14842325

CUSTOMER FILE NUMBER: FVO-LL



\*END OF CERTIFICATE\*

-----  
THIS ELECTRONICALLY TRANSMITTED LAND TITLES PRODUCT IS INTENDED FOR THE  
SOLE USE OF THE ORIGINAL PURCHASER, AND NONE OTHER, SUBJECT TO WHAT IS  
SET OUT IN THE PARAGRAPH BELOW.

THE ABOVE PROVISIONS DO NOT PROHIBIT THE ORIGINAL PURCHASER FROM  
INCLUDING THIS UNMODIFIED PRODUCT IN ANY REPORT, OPINION, APPRAISAL OR  
OTHER ADVICE PREPARED BY THE ORIGINAL PURCHASER AS PART OF THE ORIGINAL  
PURCHASER APPLYING PROFESSIONAL, CONSULTING OR TECHNICAL EXPERTISE FOR  
THE BENEFIT OF CLIENT(S).

SCHEDULE "B"

Approved Tentative Plan

N.W. 1/4 SEC. 7-106-13 W. 56th M.

**TENTATIVE PLAN**  
**APPROVAL**  
 SUBJECT TO THE  
 CONDITIONS SET  
 OUT ON THE ATTACHED  
 DECISION FORM  
 FILE: 13-SUB-09  
 DATE: August 27, 2009

S.W. 1/4 SEC. 7-106-13 W. 56th M.

N.W. 1/4 SEC. 8-106-13 W. 56th M.

ALLOWANCE ROAD

GOVERNMENT

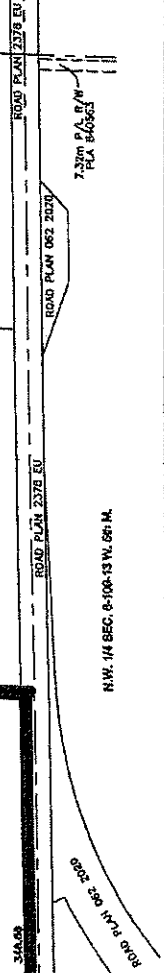
20.12m

THEORETICAL S.E. 1/4 SEC. 12-106-14 W. 56th M.  
COVER IN NO. 154 PLAN T1247 (C.L.S.R.) 70281 LTD

PROPOSED  
 LOT 2  
 BLOCK 2  
 3.44 to

34.09

LOT 1  
 BLOCK 1  
 PLAN 002 3908



**REGISTERED OWNERS:**  
 RONALD LAYBERT

**SURVEYOR:**  
 WARREN BARLOW, A.L.S.

**SUBMISSION AUTHORITY:**  
 MACDOUGLE COUNTY  
 FILE No. 1

**REGISTERED PROFESSIONAL SURVEYOR**  
 P230  
 Barry Surveying Inc.

**TENTATIVE PLAN**  
 SHOWING PROPOSED SUBDIVISION OF

PART OF  
 S.W. 1/4 SEC. 7, TWP. 106, RGE. 13, W. 56th M.  
 MACDOUGLE COUNTY  
 ALBERTA  
 2009

SCALE 1:2000

**NOTES**

4			
3			
2			
1	JUNE 30, 2009	ORIGINAL	MB
No.	Date	Revision/Issued	By

**LEGEND:**

- Distances are ground horizontal, are in metres and decimals thereof.
- Limits dealt with on this plan are bounded thereon.
- Rights of way are shown thus: -----

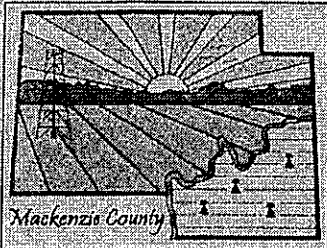
**ABBREVIATIONS:**

- I- Indicate location
- H- Indicate location of road
- H. E. S. & W. Indicate North, East, South & West
- P/L Indicate Pipeline
- R/W Indicate Right of Way
- Rys Indicate Range
- Sec Indicate Section
- Twp Indicate Township

**WARLOW SURVEYING**

2009-2010 (2009-10) Fee: \$1000.00  
 2010-2011 (2010-11) Fee: \$1000.00  
 2011-2012 (2011-12) Fee: \$1000.00

2010-2011 (2010-11) Fee: \$1000.00  
 2011-2012 (2011-12) Fee: \$1000.00



# 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: 1 / 1 File No. 13-SUB-09 Fee Submitted: 700.00

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.

Ronald & Donna E. Lambert  
NAME OF REGISTERED LANDOWNER

P.O. Box 968, Fort Vermilion, AB  
ADDRESS

(780) 927-4733  
PHONE NUMBER (S)

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

ADDRESS

PHONE NUMBER (S)

### LAND DESCRIPTION AND AREA OF LAND TO BE SUBDIVIDED

LEGAL LAND DESCRIPTION: All/Part of SW 1/4 sec 7 Twp 109 Range 13 West of 5<sup>th</sup> Meridian

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

CURRENT PARCEL SIZE: 4.13 Ac AREA TO BE SUBDIVIDED: BA NO. OF LOTS: 1

AREA OF THE ABOVE PARCEL OF LAND TO BE SUBDIVIDED: \_\_\_\_\_ Hectares 8.61 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 Adjacent to Boyer River Reserve

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: Boyer River exbow

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: Residential

PROPOSED USE OF THE LAND: Residential

LAND USE DESIGNATION AS CLASSIFIED IN THE LAND USE BYLAW: A-1

**PHYSICAL CHARACTERISTICS OF LAND TO BE SUBDIVIDED**

DESCRIBE TOPOGRAPHY OF THE LAND (flat, rolling, steep, mixed): mixed

DESCRIBE VEGETATION AND WATER ON LAND (brush, shrubs, tree stands, woodlots, etc. - sloughs, creeks, etc.): tree stands & slough

DESCRIBE SOIL TYPE (sandy, loam, clay, etc.): sandy

**EXISTING BUILDINGS ON THE LAND TO BE SUBDIVIDED**

DESCRIBE ANY BUILDINGS AND STRUCTURES ON THE LAND: 2 houses, 3 sheds  
(1 house is not resided in - storage only)

LIST BUILDINGS AND STRUCTURES TO BE DEMOLISHED OR MOVED: None

**WATER AND SEWER SERVICES**

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

TYPE OF SEWER DISPOSAL	EXISTING	PROPOSED
OPEN DISCHARGE/SEPTIC TANK		
SUB-SURFACE/SEPTIC TANK	✓	✓
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, Ronald & Donna Lambert 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.)**

Signature of Agent	Print Agents Name	Date Signed
<u>Donna F. Lambert</u>	<u>Donna F. Lambert</u>	<u>May 20, 09</u>
Signature of Registered Landowner	Print Registered Landowners Name	Date Signed
<u>Ronald Lambert</u>	<u>Ronald Lambert</u>	

Current land Owner Malcom Lambert Malcolm S. Lambert  
 Print Sign

New land Owner(s) \_\_\_\_\_  
 Print Sign

\_\_\_\_\_ Sign  
 Print



**SURVEYOR'S AFFIDAVIT**

Surveyor's file no. 105-091

**LEGAL DESCRIPTION:**

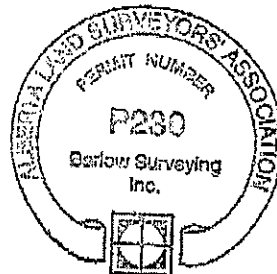
Part of the S.W. ¼ Sec. 7, Twp. 109, Rge. 13, W. 5<sup>th</sup> M. and C of T 852 143 532

I, Warren Barlow, of La Crete, Alberta Land Surveyor, Make oath and say:

1. That the survey represented by this plan was made under my personal supervision;
2. That the survey was made in accordance with good surveying practices and in accordance with the provisions of the Survey Act; and
3. That the survey was performed between June 5, 2009 and September 11, 2009 and that this plan is true and correct, and is prepared in accordance with the provisions of the Land Titles Act.

SWORN before me at the Hamlet of La Crete in the Province of Alberta this 5<sup>th</sup> day of January, 2010.

Warren Barlow  
Warren Barlow A.L.S.



Marion Michaud  
A Commissioner for Oaths in and for the Province of Alberta

**MARION MICHAUD 172356**  
Commissioner for oaths in and for the Province of Alberta  
Expires: July 24, 2011

My commission expires \_\_\_\_\_ year \_\_\_\_\_



### SUBDIVISION AUTHORITY APPROVAL

RE: PLAN PREPARED BY WARREN BARLOW, A.L.S.

(Surveyor's file no. 105-091 and our file no. 13-SUB-09)

**LEGAL DESCRIPTION:**

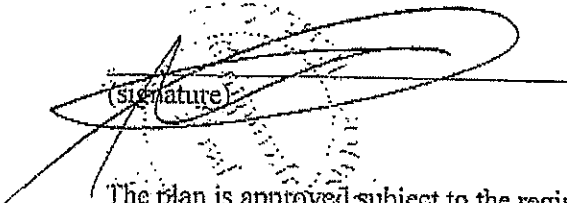
S.W. ¼ Sec. 7, Twp. 109, Rge. 13, W. 5<sup>th</sup> M.

Endorse this sheet with the usual approval stamp

Or

We, Municipal Planning Commission, approve for registration the above plan.  
(Mackenzie County)

Dated Oct 29/09

  
(signature)

William Kostiw  
(print name and capacity)  
Chief Administrative Officer

The plan is approved subject to the registration of the following:  
(if none, say so)

caveat (Future road widening)

CONSENT TO REGISTER A PLAN

I/We, Wayne T Mercredi and Patricia A Mercredi

- being the registered owners
- having a registered interest or claimed interest by virtue of an instrument or caveat registered as instrument no.  
\_\_\_\_\_  
\_\_\_\_\_
- being the person who requested the plan of survey to be made pursuant to section 81 (1) of the Land Titles Act.

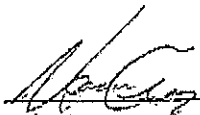
Hereby consent to the registration of the plan prepared by Warren Barlow, A.L.S., file no. 105-091, in respect to the following lands:

Part of the S.W. ¼ Sec. 7, Twp. 109, Rge 13, W. 5<sup>th</sup> M.

Dated Oct 27, 2009

Signed by the above named in the presence of

  
Wayne T Mercredi

  
witness

  
Patricia A Mercredi

(affix corporate seal here or fill out Forms 31 and 31.1)

FORM 31

LAND TITLES ACT  
(Sections 151 and 152)

AFFIDAVIT OF ATTESTATION OF AN INSTRUMENT

I, Norma Crox of <sup>the Hamlet of</sup> Fort Vermilion,  
in the Province of Alberta, make oath and say:

1. I was personally present and did see Wayne T Mercredi and Patricia A Mercredi, who are known to me to be the persons named in the within (or annexed) instrument, duly sign the instrument;

Or

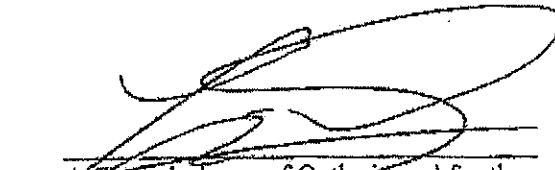
I was personally present and did see Wayne T Mercredi and Patricia A Mercredi, who, on the basis of the identification provided to me, I believe to be the persons named in the within (or annexed) instrument, duly sign the instrument;

2. The instrument was signed at <sup>Hamlet of</sup> Fort Vermilion, in the Province of Alberta, and I am the subscribing witness thereto;

3. I believe the person(s) whose signature I witnessed is at least eighteen (18) years of age.

Sworn before me at <sup>the Hamlet of</sup> Fort Vermilion  
In the Province of Alberta  
This 27<sup>th</sup> day of Oct  
2009

Norm Crox  
Witness Signature

  
A Commissioner of Oaths in and for the  
Province of Alberta

Liane C. Lambert  
A Commissioner for Oaths in and for the  
Province of Alberta, Appointee # 0720180  
This Appointment Expires Oct. 22, 2010

Print Name Liane Lambert  
My commission expires Oct 22 year 2010

### TRANSFER OF LAND

We, Wayne T Mercredi and Patricia A Mercredi both of Box 594 Fort Vermilion Alberta T0H 1N0, being the registered owners of an estate in fee simple (leasehold, life estate) as joint tenants, subject to registered encumbrances, liens and interest, if any, in all that piece of land described as follows:

Lot 2, Block 2, Plan 094 \_\_\_\_\_ Excepting thereout all mines and minerals and the right to work the same.

do hereby, in consideration of the sum of \$1.00 (One Dollar) transfer to Ronald Gary Lambert and Donna Faye Lambert both of Box 968 Fort Vermilion Alberta T0H 1N0, hereinafter called the "Transferees", the receipt of which sum I hereby acknowledge, transfer to the said Transferees all my (our) estate and interest in that piece of land.

IN WITNESS WHEREOF I (we) have hereunto subscribed (affixed) our name(s) this 27 day of Oct, 2009.

Signed by the said (owner) and )  
in the presence of )

Wayne T Mercredi  
Wayne T Mercredi

Donna Faye Lambert  
Witness

Patricia A Mercredi  
Patricia A Mercredi

#### AFFIDAVIT OF EXECUTION FOR WITNESS

Canada ) I, Donna Faye Lambert (name of witness)  
Province of Alberta ) of the Hamlet of Fort Vermilion, in the Province of  
To Wit: ) Alberta, (make oath and say) SOLEMNLY AFFIRM AND DECLARE;

1. That I was personally present and did see Wayne T Mercredi and Patricia A Mercredi, named in the within TRANSFER OF LAND, who are personally known to me to be the persons named therein, duly sign and execute for the purpose named therein.
2. That the same was executed at the Hamlet of Fort Vermilion, in the Province of Alberta, and that I am the subscribing witness thereto.
3. That I know the said person and they are in my belief of the full age of eighteen years.

Sworn before me at the Hamlet of Fort Vermilion, Province of Alberta this 27 day of Oct, 2009.

Donna Faye Lambert  
(name of witness)

Liane C. Le...  
A Commissioner of Oaths in and for the Province of Alberta.

Liane C. Le...  
A Commissioner for Oaths in and for the Province of Alberta, Appointee # 0720180  
This Appointment Expires Oct. 22, 2010

Liane C. Le...  
(Printed name of Commissioner)

My appointment expires Oct 22, 2010

**FORM 1  
 FOREIGN OWNERSHIP OF LAND REGULATIONS  
 CITIZENSHIP OWNERSHIP DECLARATION FOR CANADIAN CITIZEN(S) AND  
 PERMANENT RESIDENTS(S)  
 (For Controlled Land ONLY)**

CANADA  
  
 PROVINCE OF ALBERTA  
  
 TO WIT:

IN THE MATTER of the registration of the

TRANSFER OF LAND  
 (name type of instrument)

affecting the land described as:

ALL THAT PORTION OF THE S.W. ¼ SEC. 7-  
 109-13 W. 5<sup>th</sup> M. Lying within Lot 2, Block 2, Plan  
 102  
 (insert abbreviated description)

containing 3.91 HECTARES (More or Less)  
 (acres or hectares)

Mackenzie County  
 (name of County, M.D, I.D, or Special Area)

I (We) Ronald Gary Lambert and Donna Faye Lambert both of Box 968 Fort Vermilion, in the Province of Alberta

**SOLEMNLY DECLARE THAT:**

1. I/We am (are) the transferee(s), transmittee(s), caveator(s), or lessee(s) named in the above described instrument, will hold the interest in the land beneficially and not as a trustee(s) and not on behalf of any person; and I (we) am (are) a Canadian citizen(s).

or

~~I (We) am (are) the transferee(s), transmittee(s), caveator(s), or lessee(s) named in the above described instrument, will hold the interest in the land beneficially and not as a trustee(s) and not on behalf of any person; and I (we) am (are) a permanent resident(s), within the meaning of the Immigration Act, 1976 (Canada).~~

~~Date Landed: (M/D/Y) \_\_\_\_\_, Port of Entry: \_\_\_\_\_~~

~~Birth Date: (M/D/Y) \_\_\_\_\_, and his (her or their) previous country of permanent residency was: \_\_\_\_\_~~

or

~~I am a member of the Law Society of Alberta and am the transferee(s), transmittee(s), caveator(s), or lessee(s) named in the above described instrument, will hold the interest in the land beneficially and not as a trustee(s) and not on behalf of any person and who is (are) a Canadian citizen(s) or permanent resident(s) within the meaning of the Immigration Act, 1976 (Canada).~~

~~Date Landed: (M/D/Y) \_\_\_\_\_, Port of Entry: \_\_\_\_\_~~

~~Birth Date: (M/D/Y) \_\_\_\_\_, and his (her or their) previous country of permanent~~

- 2. The true consideration paid or payable in respect of the transaction \* is as follows:  
(give full details of purchase or rental as applicable, including total price paid)  
**\$1.00 (One Dollar)**
- 3. The present value of land \*, in my opinion is **\$30,000.00**

\* Answer required only for transmissions, caveats and leases.

AND I (WE) MAKE THIS SOLEMN DECLARATION conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath.

(SEVERALLY) DECLARED before me

Liane Lambert  
(Print name of Commissioner)

Ronald Lambert  
Ronald Gary Lambert

at the Point of Fort Vermilion

in the Province of Alberta

this 27 day of Oct, 2009

Donna Faye Lambert  
Donna Faye Lambert

Liane C. Lambert  
A Commissioner for Oaths in and for the  
Province of Alberta, Appointee No. 20180  
This Appointment Expires Oct. 22, 2012

[Signature]  
A Commissioner for Oaths

(Printed or stamped name of Commissioner for  
Oaths and date on which appointment expires)

CONSENT OF PERMANENT RESIDENT(S)

I (WE), being a permanent resident(s), give my (our) consent to the Department of Employment and Immigration (Canada) to disclose information concerning my (our) status in Canada to the Minister or someone authorized by him.

\_\_\_\_\_ (witness) \_\_\_\_\_ (signature)

*This information is being collected to determine eligibility to acquire an interest in controlled land pursuant to the provisions of the Agricultural and Recreational Land Ownership Act, the Foreign Ownership of Land Regulations and the Land Titles Act. Questions may be directed to: Director, Foreign Ownership of Land Administration, 3rd Floor, John E. Brownlee Building, 10365 - 97 Street, Edmonton, AB, T5J 3W7, Telephone: (780) 427-6584, Fax: (780) 427-0933.*

AFFIDAVIT RE VALUE OF LAND

CANADA ) I, Ronald Gary Lambert of Fort Vermilion.  
PROVINCE OF ALBERTA ) in the Province of Alberta  
) SOLEMNLY AFFIRM AND DECLARE;

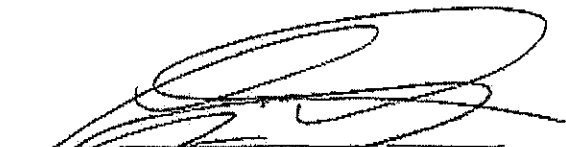
1. I am one of the transferees named in the annexed transfer of land and I know the lands therein described.
2. I know the circumstances of the transfer and the true consideration paid by us is the sum of \$1.00 (One Dollar).
3. The transferor named in the transfer is the person from whom we acquired the land.
4. The present value\* of the land†, in my opinion, is \$30,000.00

\*Value means the dollar amount that the land might be expected to realize if the land were sold on the open market by a willing seller to a willing buyer.

† Land includes buildings and all other improvements affixed to the land.

Sworn before me at the  
Hamlet of Fort Vermilion, in the  
Province of Alberta, this  
27<sup>th</sup> day of Oct. 2009.

) Ronald Lambert  
)  
) Ronald Gary Lambert  
)  
)  
)

  
A Commissioner for Oaths in and for  
the Province of Alberta.

Liane C. Lambert  
A Commissioner for Oaths in and for the  
Province of Alberta, Appointee # 0720180  
This Appointment Expires Oct. 22, 2010

Liane Lambert  
(name of commissioner)

My appointment expires Oct 22, 2010.

# Caveat

TO THE REGISTRAR NORTH ALBERTA LAND REGISTRATION DISTRICT

TAKE NOTICE that I, Mackenzie County

of Fort Vermilion in the Province of Alberta,

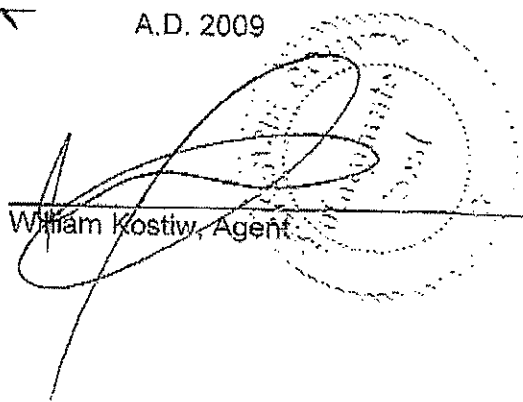
claim an interest with respect to road widening pursuant to the Developers Agreement between Ronald Lambert and Donna Lambert and Mackenzie County, pursuant to Section 655 of the Municipal Government Act, Revised Statutes of Alberta 2000.

in 092 \_\_\_\_\_, Block 2, Lot 2  
(Part of SW Quarter of Section 7, Township 109, Range 13, West of the Fifth Meridian)  
Excepting thereout all mines and minerals.

being lands described in Certificate of Title, \_\_\_\_\_ standing in the register in the name of Ronald Lambert and Donna Lambert and I forbid the registration of any person as transferee or owner of, or of any instrument affecting the said estate, unless the instrument or certificate of title, as the case may be, is expressed to be subject to my claim.

I APPOINT William Kostiw, Chief Administrative Officer, of Mackenzie County, Box 640, Fort Vermilion, AB T0H 1N0 at Fort Vermilion in the Province of Alberta, as the place at which notices and proceedings related hereto may be served.

DATED this 30 day of October A.D. 2009

  
William Kostiw, Agent



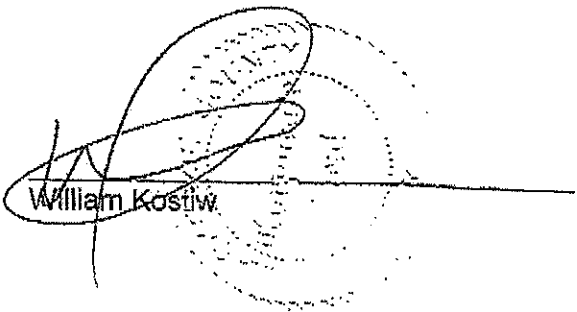
AFFIDAVIT IN SUPPORT OF CAVEAT

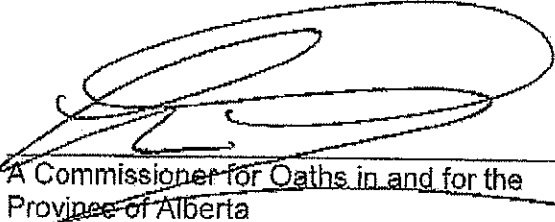
CANADA )  
 PROVINCE OF ALBERTA )  
 )  
 )  
 TO WIT ) I, William Kostiw,  
 ) of Mackenzie County  
 )  
 ) in the Province of Alberta

Solemnly Affirm and Declare:

1. That I am the agent for the above-named Caveator.
2. THAT I believe that the said Caveator has a good and valid claim upon the said lands and I say that this Caveat is not being filed for the purpose of delaying or embarrassing any person in or proposing to deal therewith.

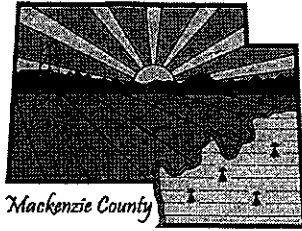
Affirmed before me Liane Lambert  
 at Fort Vermilion  
 in the Province of Alberta,  
 this 30 day of October, A.D. 2009

  
 William Kostiw

  
 A Commissioner for Oaths in and for the  
 Province of Alberta

Liane C. Lambert  
 A Commissioner for Oaths in and for the  
 Province of Alberta, Appointee # 0720180  
 This Appointment Expires Oct. 22, 2012





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 11, 2010</b>
<b>Presented By:</b>	<b>William Kostiw, Chief Administrative Officer</b>
<b>Title:</b>	<b>CAO &amp; Director Reports</b>

### BACKGROUND / PROPOSAL:

See attached Director reports.

### OPTIONS & BENEFITS:

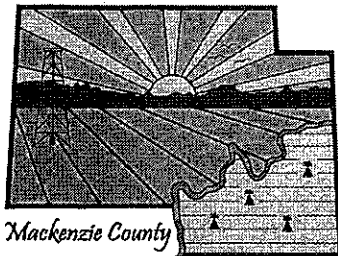
### COSTS & SOURCE OF FUNDING:

### RECOMMENDED ACTION:

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

Author: C. Gabriel Reviewed By: \_\_\_\_\_ CAO 





**PLANNING & DEVELOPMENT  
DIRECTOR'S REPORT  
APRIL 2010**

Page 1 of 2

In April, Planning & Development hosted a workshop led by Wayne Allen on private sewage system installation under new regulations. Seven installers attended along with department staff. The presentation was very informative and I believe helpful to all who attended.

The Department is close to being able to move forward with the Municipal Reserve agreement with Vangard Realty.

In response to the County concerns that I expressed to them by email, I received an emailed response from the AVPA consultants, PAPI (PDK Airport Planning Inc.). Their response is appended for Council's information and I am looking for direction as to how to proceed with this. For your information, since they prepared the AVPA, PAPI has been bought by SNC-Lavalin Inc.

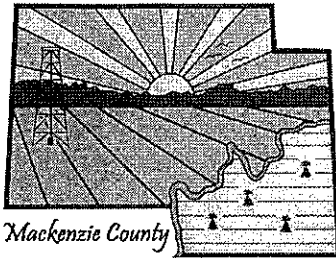
At the last Council meeting, questions came up about the status of the Land Use Bylaw (LUB) so I would like to present an update today. I believe that one or two more meetings with the Development Officers will see us through a first review of the entire document. In addition, there are a few areas that need some research and some alignment is required between the LUB and our Decision Authority process (such as what goes to the Municipal Planning Commission). In addition, the AVPA should be incorporated into the LUB. After that, it will need some formatting and internal review, then public review.

Recently the County has received a couple of permit applications for restaurant drive-throughs. Drive-throughs are not addressed in our current LUB and is an example of one of the areas we need to do some research. Until then, the Municipal Planning Commission has decided that they will review these applications on a case-by-case basis.

We have hired a County employee for the advertised La Crete Reception administrative position and have advertised for her replacement (another administrative position that provides support for committees and processing of applications and invoices). That posting closed May 3<sup>rd</sup> at noon and we have started interviews.

I have begun exploring County mapping processes with other staff members in order to work toward the next steps after termination of the GIS Coordinator.

The consulting engineers have informed me that the Municipal Improvements Standards will be coming to us for review soon. A version of the Standards recently came back from an internal review (by another office of the consulting firm) and the recommended edits received from them are being incorporated before the document is forwarded to us for review.



**PLANNING & DEVELOPMENT  
DIRECTOR'S REPORT  
APRIL 2010**

Highlights of the issues the Department dealt with over the month are summarized in the following table.

<b>Engineering</b>	<b>Development Control</b>	<b>Other</b>
Greenwood Acres revision of conditions of approval	Communications tower in a residential district in the Intermunicipal Development Plan area	Speed bumps & traffic calming
Substantial inspection of the new La Crete office building	Two legal access issues	Working toward getting electronic building plans and submitting them to the assessor with development permits
North Point lift station process	Review of moratorium on multi-lot Country Residential development	
Knelsen subdivision design		

Thank you,

*Mary Jo Van Order*

## AVPA Review 1

### Issues raised at 27JAN10 Airport Development Committee meeting:

- Comment 1: the La Crete expansion PAPI recommends is shorter than the County's

No, this is not the case. The discussion on obstacle zoning for La Crete will be rewritten to clarify this point.

*As a side note, the PAPI analysis is based on the aerial map and the cadastral map provided by the County's GIS specialist. No other information was provided to our email request 10/28/09.*

The cadastral map shows the airport east boundary about 286m (940 ft) from the current runway end. Transport Canada standards require that the 'runway strip' – the safety area that contains the runway pavement – must extend 60m beyond the end of the runway pavement. Using the airport boundary from the cadastral map as the edge of the runway strip, and working back 60m, results in a maximum extension of the runway pavement of about 226m (740 ft) at the east end. Note that the area beyond this, all the way to the road must be protected against violations of the approach surface.

If the airport boundary in the cadastral map is 'moveable' then a further extension in this direction is possible. However, in order to clear the road adjacent to the eastern boundary by the permissible 4.3m above the crown of the road as provided in TP312, the threshold of runway 24 - the beginning of the useable runway at the east end - must remain at most at the airport boundary. This is an acceptable configuration referred to as a *displaced threshold*. A displaced threshold configuration is one where the landing threshold is offset from the physical end of the runway. Accounting for a minimum safety area of 150m (500 ft) before the road, this could provide a total extension of up to 325 m (1066 ft).

The other option, as suggested in the PAPI analysis, is to provide the balance of the extension on the west end. Again, due to the clearance requirements of 4.3m above the crown of the road on the west end, the landing threshold of runway 06 in this case, would remain in its current location and the additional runway pavement of up to 50 m (165 ft) would be provided as take-off length.

In either scenario, the 1000 ft desired by the County can be accommodated, albeit with a displacement of the runway threshold at one end or both. We will include a clarifying graphic in the final document to illustrate these options.

- Comment 2: the 1:40 slope constraint over the road is not accurate as the road is technically an obstacle even though it's flat (e.g. parking a combine at end of runway); someone suggested this could be handled with 'do not park' signage

The 1:40 slope is the required approach surface protection for a Code 3 non precision runway. The road is rightly considered an obstacle (TP312 Sec 4.3.1.3). However, the approach surface must clear the road by 4.3 m (measured above the crown of the road). The intent of this clearance is to accommodate vehicles on the road without interfering with aircraft operations. The suggestion of adding signage will certainly help. Transport Canada Safety regulations recommends that signage be put in place where low flying aircraft operations are in the immediate vicinity of public access ways.

## AVPA Review 1

- Comment 3: hangers are at west end of the La Crete airport so most would take off from this end which is opposite to PAPI's position

The location of the hangars in itself will not definitively result in aircraft taking off from the west end though this would clearly be the preferred option. Direction of operation is dictated more by the prevailing wind directions at the time of take off as aircraft takeoff into the wind. Our estimates of 30-70 split were based on (a) anecdotal discussions with the contacts provided by the County and typical prevailing wind conditions at airports in western Canada with similar terrain and similar runway orientations.. We are happy to revise this if there is reasonable information to suggest otherwise and make whatever revisions are necessary . Please extend your assistance in connecting us with operators or local individuals who can help clarify the issue of wind direction as information has been difficult to obtain through this project.

- Comment 4: a number of technical concerns around Code classification of strips

Please elaborate so we may address these concerns.

- Comment 5: recommended expanding the La Crete air strip as far east as possible to avoid landing on Hwy 697

Please clarify this recommendation and the concern that is motivating this recommendation. The extension in and of itself will not prevent errant aircraft landing on Hwy 697. To provide further safety clearance beyond what Transport Canada mandates is achievable by moving the threshold of runway 06 the beginning of the useable runway - further to the east. Note that this will not impact take-offs on this runway as the aircraft can still use the entire length of pavement for a takeoff. This is because the landing threshold defines the boundary for an arriving aircraft but not for an aircraft taking off.

- Comment 6: the consultants should have studied the in-town strip rather than the Apache strip (or both?)

Instruction from R Toews (email 11/13/09) indicated that the in-town strip is notamed (NOtice To AirMen – the official notification that Nav Canada puts out to pilots) shut and will likely be abandoned and that the Apache strip was the one to include in the study.

- Comment 7: the consultants should have done an inventory of structures within the Obstacle Limitation Surface

As indicated in email of 02/03/10, the original proposal clearly excluded terrain survey (page #3 of proposal).

A site survey is required but should only be conducted once the desktop analysis of zoning updates is completed so that the survey can focus only on the areas where potential obstacles to the flightways are identified. This study provides this desktop analysis.

Table 9 Row 3 of the draft report confirms that site surveys will be required to establish accurate cadastral references for registering the zoning.

- Comment 8: the consultants should have ground truthed (visited) - but others argued the expense of this – the consultants commented that an on-the-ground survey is required to finalize the AVPA

See response to previous comment



## AVPA Review 1

- Comment 9: she is concerned about anticipating future use: if expand to 4000 foot strip, what impact will that have on the kind of planes that will land on it and in turn on the protection plan?

The demand assessment based on discussions with County contacts and operators suggest an increase in volume of activity with the plans for a flying school and the proposed extension. While we did not collect information that might suggest jet traffic, a 4000 ft runway could accommodate some small jets. The inclusion of this traffic will not change the operational safety zones - the OLS – as those have been defined based on the most conservative expectations (maximum safety of possible operations, given the size of the runway and the limits on expansion).

It is possible that jet traffic could increase the size of the noise zones. However, NEF contours are defined not just by the type of aircraft but more significantly by the volume of busy day activity of the aircraft and even more significantly by the proportion of these operations at night ( after 11 pm by normal Transport Canada standards).

Our email on Feb 3, 2010 (see attached) has requested further information for analysis to determine if any change to the NEF would result from inclusion of these operations.

- Comment 10: got to do something about helicopters

Please elaborate on the specific concern and the intended objective so we can offer possible solutions.

- Comment 11: concerned about data consultants used: number of take offs currently & anticipated

See response to Comment 9 and attached email of Feb 3.

- Comment 12: concerned about anticipating future use, using more generic data for mix of aircraft, predicting out 20 years

See response to Comment 9 and attached email of Feb 3.

- Comment 13: what runway parameters (length, end extended) were used to produce the Noise Exposure Contour Update, Obstacle Limitation Surface Update, Electronic Zoning Update & Bird Attraction Restriction Map Update for the La Crete strip?

In the case of La Crete and Fort Vermilion, the extended runway ( existing + proposed 1000 ft as provided in the sketches by the County) were used to construct base drawings. In the case of the other three aerodromes the existing dimensions as reported in the current AVPA (and in the case of Zama Apache site, runway strip calculated based on the paved runway dimensions calculated from the Google map).

- Comment 14: Impact of anticipated change in mix of aircraft: charters, jets

The demand assessment provides an estimate of the expected increase in traffic volume and aircraft types. The NEF contours are based on the 10 year expectations of these traffic levels and aircraft types. Jets could increase the size of the NEF contours. See response to Comment 9 for a discussion of this issue. The safety protection areas (OLS) on the other hand are dictated by the limitations of the airfield and we have protected these zones based on the extent to which the current terrain and development will allow expansion.

- Comment 15: bison hazard at Zama

This seems to be more an airfield security rather than an aeronautical zoning issue.

## AVPA Review 1

- Comment 16: flare stack obstacle for Rainbow

Repeated requests for information from Rainbow Lake (emails 11/05, 11/06, 11/17) did not yield any clarification on this item. We did attempt to obtain this information from Transport Canada but they are not permitted to divulge the information and referred us back to the township. Regardless, based on our understanding of air navigation procedures and Transport Canada standards we deduced the presence of the obstacle and have reflected this in our discussion of safety protection surfaces for that site.

- Comment 17: investigate wind study for saw mill

Please clarify site and specific concern.

### Other concerns:

- Comment 18: quality of writing and communication in document

The main deliverable for this assignment per the accepted proposal is to update the maps and reflect these updates in the existing AVPA document provided. The other committed deliverable was to identify the process that the County would have to follow to register the zoning under federal or provincial legislation.

Please note that all the the technical explanations we have provided are important and will be pertinent during a regulatory review if the County intends to pursue certification.

Notwithstanding, we do acknowledge the errors in the report that you have pointed out and which we will correct. We agree with your suggestions to include an executive summary and will also preface the technical explanations with a reader friendly clarification of the aeronautical terminology and standards. The document submitted was a draft intend to elicit these comments, which will be reflected in the final document.

- Comment 19: add an Executive Summary

Agreed. We will include an executive summary in the final report

- Comment 20: quality and size of maps; revised zoning maps need to be 11 X 17 fold outs (plus electronic version)

Agreed, 11 x 17 maps were always intended for the final report. The smaller maps in the draft were included only to indicate the level of information detail in each map.

Electronic versions of the map in CAD format were always intended for the final report as indicated in the email of 12/02/09

- Comment 21: They talk about Zama Lakes Airport; this is the Apache airport not the hamlet airstrip.

Refer to response to Comment 6.

- Comment 22: Why did they not include the Zama Hamlet airstrip?

Refer to response to Comment 6.

## AVPA Review 1

- Comment 23: All the new maps show the Apache airport

Refer to response to Comment 6.

- Comment 24: All the old maps show the Zama Hamlet map

Refer to response to Comment 6. The inclusion of the old map was simply a choice of presentation whereby the recommended updates to the AVPA were physically shown overlaid on the existing AVPA document. The County can choose and direct us to exclude the old maps if required in finalizing the recommended updates to the existing AVPA document.

- Comment 25: Section 3.2 Table 7 chart, why do they have the current runway for Zama Lake as unknown when they state earlier that it is 15.24 m wide x 1310.64 m long. (pg 15, 16)

Section 3.2 Table 7 entry for Zama Lake refers to the *runway strip* not the *runway*. We acknowledge that the discussion on Obstacle zoning should be prefaced by an explanation of the distinction between these two terms. This is being addressed in the updates to the draft report.

Also note, email to Paul Weeks at Apache on 11/23/09 requesting this information was unanswered. Please provide the information or a suitable source for this information so we can update the document accordingly. There is no other source for the strip information except from the airport operator or owner.

- Comment 26: Fort Vermilion is listed as having a Drive-in theater? Not that I'm aware of. (pg 22)

The error is noted and will be corrected in the final report document.

- Comment 27: They have Fort Vermilion listed as being beside the Athabasca River? (pg 24)

The error is noted and will be corrected in the final report document.

- Comment 28: Appendix B Bird Hazard Zone & Analysis of current sites: suggestions for how to regulate what farmer's plant?

Please see below, the proposed addition provided by Gary Searing from Airport Wildlife Management International (AWMI), who developed the Bird hazard maps for this assignment.

*"I do not think it will be reasonable to regulate a farmer's crop. However, this might be done through co-operation."*

Gary has proposed that we include the following paragraph to the report, *"If there are no farmers growing certain types of grain or pulse crops, those could be banned within the 3 zones with no ramifications. Mackenzie County should consider working with local farmers to influence the types of crops grown especially where bird use of agricultural fields within the bird hazard zones has been identified. Open houses with farmers may be a good way to encourage greater co-operation. This is likely to be a long-term process. It is difficult to alter patterns that have been established many years ago. It is also difficult to ask farmers who may already be in a marginal economy to grow what might be less profitable crops. . Mackenzie County might be able to work with provincial agricultural experts to determine crops favourable for bird hazard reduction as well as profitability."*

We will provide direct contact information for AWMI with our final report so that the County may work with Gary directly to develop an acceptable strategy.

## AVPA Review 1

- Comment 29: Section 3.3.5 of the actual AVPA can we add that helicopters cannot land within hamlet boundaries unless they are for emergency services and or approved sites.

This is a County policy consideration.

- Comment 30: Section 3.38 should this be specific to "Rainbow Lake" should it not be any adjacent Municipality?

This is a County policy consideration.

## AVPA Review 1

### Attachment: Feb 03 Email

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**From:** Keith D'Souza [mailto:keith\_dsouza@papi.ca]  
**Sent:** February-03-10 10:47 AM  
**To:** 'Bill Kostiw'  
**Cc:** 'peter\_bianconi@papi.ca'  
**Subject:** Followup to conf call with airport committee

Bill, thank you for including us in the meeting with your colleagues on the airport committee last week. It was certainly informative and gives us a better idea of the issues of importance and direction to proceed on this initiative with the AVPA update.

We would like to raise a few items for the committee's consideration while you prepare comments on the draft report.

1. It appears from some of the questions during the call that the La Crete strip is a key site and that the work planned for this site is quite imminent. It would help our study efforts greatly if the committee could give us a more concrete idea of:
  - a. What is envisioned for this site and
  - b. What is driving the plans to upgrade this site versus say, the other sites in the study? Ideally a development plan should precede the zoning updates. If this has been done already, it would help us greatly to get a copy of the report that is recommending the upgrades.
2. With respect to the Zama site, there seems to be some confusion about which (or whether both) sites are to be part of this study. We were previously instructed that the municipal site was decommissioned in favour of the Apache site that the county was negotiating to take over.
  - a. We would appreciate guidance on which of the two sites, or whether both are to be included in the study
  - b. Suggestions on contact point for traffic expectations at the town site if this is to be included.
  - c. Also, since the contours for the town site in your current AVPA bylaws seem to be more recently developed, please help us to locate the background data supporting those noise and obstacle contours.
3. With respect to the aircraft activity projections, the terms of reference for the study were to establish estimates of 10 year activity level in order to develop the noise contours. In fact, one of the comments made during the call was right on the mark - there is currently little basis for scientific projections of traffic levels at most of these sites. To the extent possible, we have spoken with stakeholders and airport operators about the key drivers and have made some assumptions to establish the activity levels to support our noise forecasts.
  - a. It would help us greatly if you could critically review the demand projections we have offered in our study and suggest any changes based on information you may have about actual or planned activities or even targets that the county or local townships have set for growth at these airports, which we may not have captured.
  - b. A related issue is presented in item #3 related to land use restrictions around the airport in the following list of issues

The following items bear clarification also as I may not have enunciated them clearly in the call:

1. We have developed the obstacle protection surfaces (OLS) safety zones to protect the maximum possible activity within the existing physical constraints of the terrain and apparent airport boundaries. Should you have specific information on the flexibility of the boundaries or existing constraints – roads, structures, etc. around each site, please advise us and we will treat them as movable and examine whether we can expand the safety zones.

## AVPA Review 1

2. One of the questions related to whether the analysis was based on secondary research or site survey. Our original proposal indicated that we assumed the information required would be available and therefore excluded any terrain survey. A site survey is important but should focus on critical areas identified by a prior desktop analysis in order to be cost effective. We have identified such areas for the various sites, largely related to trees and occasionally other obstacles. As you can imagine, in some of the sites (e.g., Zama), with the wooded areas so close in to the runway and the surrounding terrain, it is fiscally prudent to first determine which areas need to be surveyed before conducting site work, as this can get expensive.

Given the focus on the La Crete site, it may be advisable to consider first completing the entire exercise around this single site and then determining whether the same level of effort is warranted for each subsequent site.

3. In respect of the noise related zones at each site, aircraft technology has improved substantially in the past twenty years and aircraft have gotten significantly quieter. This is one of the contributing factors to the shrinking noise contours. Unfortunately, there is no background data on the contours in the existing AVPA documents to provide a reference point. In one case we have been able to track down anecdotal history. At High Level for example, the noise contours reflect the old PWA B727 operations. This noisy aircraft has been long supplanted with quieter upgrades.

Notwithstanding these improvements, there is a greater community land use zoning policy consideration beyond the technical analysis we have provided. At the end of the day, the noise contours we have developed reflect our assessment of traffic over the next 10 years at each site. Our study already considers the most demanding aircraft types that can be accommodated with the existing (and in the case of La Crete and Ft Vermilion, planned) facilities for the purposes of protecting the maximum safety zones. The Client can choose to override this and protect for higher traffic levels. We could also include more demanding aircraft by ignoring the site physical constraints. However, we need your direction in this regard. As an example you could direct us to use the traffic mix and levels of activity of some other airport that you consider more representative of the 10 year plan for this particular site. We can update the zoning accordingly. Of course, from a technical standpoint this may be less defensible should it be challenged. At the end of the day, we can certainly modify the contours to reflect a more aggressive vision based on the County's instructions.

On a related note I think one of your colleagues asked the question about the permissible land uses around the airport. I have attached the Transport Canada guidance on this issue for your reference. As you can see, these are recommendations and different communities may choose to adopt them differently based on individual planning philosophies.

4. One final clarification - the maps at the end of Appendix C in the report are the ones in the existing AVPA regs. That document was included in its entirety in this Appendix. The result of our analysis is reflected in the updated maps in Appendix D (the maps for which I think I sent you separately for convenience of email transfer). This may have contributed to some of the confusion about which Zama site was part of our analysis.

We look forward to your comments and guidance on this study.

Keith

--

PDK Airport Planning Inc. (PAPI)  
2631 Viking Way, Suite 243  
Richmond, BC Canada V6V 3B5  
Ph: 604 207 0115/0117 Extn 2  
Confidential Fax: 604 909 2777  
[www.papi.ca](http://www.papi.ca)

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

Page 1

**Current and Completed Corporate Services Department Projects/Activities:**

- 2009 Financial Statements and Financial Information Return and the 2009 audit results will be presented to Council at their May 11, 2010 meeting by Colette Miller of Wilde and Company.
- Preparing new grant applications is in progress.
- County's Four-Step Community Sustainability Plan is in progress. The community meetings are being held.
- Zama Fire Guard Project – the final progress report was prepared and submitted to FRIAA. We are waiting for the second payment towards the costs of the project.
- Municipal Census project – the final report is expected to be presented to Council at their June 8, 2010 meeting.
- 2010 Budget – the budget was finalized and approved on April 28, 2010. The 2010 Budget booklets and the Purchasing Directive Policy were presented to all management at their May 4, 2010 meeting.
- 2010 Tax Rate bylaw was prepared and approved by Council April 28, 2010.
- 2010 combined assessment and tax notices were printed and mailed May 4, 2010 with the July 7, 2010 deadline to the assessment appeals.
- Mustus Energy – continuing our research and negotiations.
- Town of Rainbow Lake – a meeting was held between administration members; awaiting a letter from the Town of Rainbow Lake regarding their position.
- Town of High Level – a payment was processed in accordance with the Regional Service Sharing Agreement and the arbitrator's decision. RFD is being presented to Council at their May 11, 2010 meeting.
- Fire Services Invoicing – I will be meeting with Rodney Schmidt, Fire Chief for the Town of High Level, to discuss the fire invoicing on May 7 and will report to Council at their May 11 meeting.
- Alberta Sustainable Resource Development – we received a request to provide the County's landownership map in digital format to be used for purposed of issuing the fire permits. A draft agreement is being prepared and will be presented along with RFD to Council at one of their upcoming meetings.
- Job Description – a review is being undertaken to review and update all job descriptions.
- 2010 Bursaries are being advertised with closing date of June 11, 2010 4:30 p.m.
- Jubilee Insurance – a list of insured properties showing the insured values for the buildings and contents was distributed to all management for their review and feedback by

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

Page 2

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May 13, 2010. The same list will be presented to the Finance Committee for a review at their scheduled May 20<sup>th</sup> meeting.

- North Point Subdivision Lift Station – a borrowing bylaw is being presented to Council for its second and third reading and an offsite levy bylaw was drafted for presentation to Council at their May 11 meeting.
- Handibus use policy development – a meeting was held with representatives of the organizations that are currently administer the use of the County owned vans. A draft policy will be presented to Council in June-July.
- Review of the 2010 projects that to be partially funded by local improvement tax for preparation of relevant bylaws is being undertaken.
- County's acceptable computer use guideline was reviewed and arrangements are being made to update the County staff regarding this guideline (attached for your information).

**Legal Files Update**

- Nothing to report

**Personnel/Human Resources.**

- Staff cross-training – on going

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

- Adding new modules (summer 2010): budgeting software (TeamBudget) and Virtual City Hall (ratepayers will have access to some Diamond information through the web).
- Grants applications preparation as new programs become available.
- Ratepayers meetings package preparation (financial & budget sections).
- Water/sewer master plans and offsite levies review project - RFP is to be drafted (Joulia and Development Department).

Respectfully submitted,

Joulia Whittleton





## Mackenzie County Acceptable Use Guideline

### Overview

The purpose of this guideline is to establish acceptable and unacceptable use of Internet, equipment and resources. All employees and council members at Mackenzie County must adhere to this guideline. This guideline applies to information assets owned or leased by Mackenzie County, or to devices that connect to a Mackenzie County network or reside at a Mackenzie County site.

For compliance, security and maintenance purposes, authorized personnel may monitor and audit equipment, server and PC storage, systems, internet use, and network traffic.

### Basic Rules

#### DO

- REPORT any suspicious activity immediately; anything that could be virus or malware related
- Use designated breaks for personal internet use, and exercise caution to avoid malicious sites
- Keep your passwords private
- Use the server drive to save all your work, it is backed up every night
- Protect equipment assigned to you; report lost or stolen devices ASAP
- Clean up your email (inbox, deleted items, junk mail, sent items) periodically
- Use the small (not large) Mackenzie County logo for emails and documents that need the logo
- Lock your workstation while away

#### DO NOT

- **DO NOT** Use the Internet for harassment, accessing pornography, hate literature, or illegal activities
- **DO NOT** Encrypt or password protect files, drives, memory sticks, email or other data without supervisor and IT approval. Privacy can be maintained by using server permissions
- **DO NOT** Forward emails that are petitions or pleas for help
- **DO NOT** Use County email to sign up for personal activities or networks (ie: shopping, facebook, msn)
- **DO NOT** Attach any personal equipment to the network without consent from IT (ie: router, laptop)
- **DO NOT** Use personal hard drives, memory sticks or other media without IT consent
- **DO NOT** Use the server drive for personal storage (ie: pictures, video, music)
- **DO NOT** Install your personal software on your assigned PC without IT and supervisor consent
- **DO NOT** Download and/or install ANY 3<sup>rd</sup> party programs/software without IT consent
- **DO NOT** Install screen savers, mouse icons, fonts, emoticon (smiley) software, or search software
- **DO NOT** Email County documents to your personal email account without supervisor consent
- **DO NOT** Violate copyright law; No copying software, music, movies, or peer-to-peer file sharing
- **DO NOT** forward non-work related emails to others

An employee found to have violated this policy may be subject to reduced internet privileges (supervisor discretion), or in more serious cases disciplinary action, up to and including termination of employment.

I have read and understood the rules of this acceptable use document and agree to conduct myself according to these rules.

Employee Name (print) \_\_\_\_\_

Date \_\_\_\_\_

Signature \_\_\_\_\_



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# Mackenzie County

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## Interoffice Memo

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**To: William Kotiw, CAO**

**From: Grant Smith, Ag Fieldman**

**Date: April 20, 2010**

**Subject: Summary of Activities/Project Update**

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### General Duties

- Mackenzie County's key contact with AB Agriculture is Bill Kingston. Bill is currently an Investigator with Regulatory Services Division in Fairview.
- I met with Norm Van Vleit of SRD in Rainbow Lake on April 15<sup>th</sup>. We discussed weed problems in the green zone. Norm has a lot of information as to the location of weed problem areas in the oil patch. SRD no longer has a person on staff to combat weed problems. Norm is willing to work with the ASB to establish a plan of action. One of the possibilities is cost sharing an inspector next year, appointed by the County under the Weed Control Act.
- I attended an Ag Fieldman's meeting in Grande Prairie on March 26<sup>th</sup>. One of the topics of discussion was the Weed Inspector Workshop. It will be held in Fahler on May 18<sup>th</sup>.

### Projects

**Blue Hills Drainage/Twp Rd 103-2:** Clearing has been completed as well as the basic ditch cut, to allow drainage of spring runoff. Completion date is July.

**High Level Drainage:** This project is being managed by the ASB and the Public Works Superintendent North. We had a meeting with Focus Engineering April 6<sup>th</sup>. There are easements to obtain, more surveying and an agreement to sign with the Dene Tha Band. This project is to be publicly tendered. Total budget is \$300,000. This includes Engineering.

**2009 Projects:** All projects completed in 2009 have withstood spring runoff extremely well. These include Bluehills Erosion, Bluehills South (Hebert-Friesen), West La Crete and Fort Vermilion South.

**2010 Projects:** These are to be determined as per the ASB Road Tour.

Respectfully Submitted,

Grant Smith, Ag Fieldman

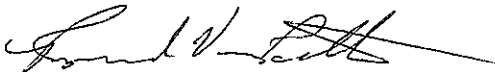
# **Superintendent for Operations North Report For May 11, 2010 Regular Council Meeting**

Since I have started with the County we have been working on restructuring the departments to increase efficiency and production. Being in this new position has created new challenges and learning experiences. Ricky will be taking care of the roads, Laverne will be taking care of the playgrounds, solid waste & hamlet beautification, and Donnie is the hamlet manager for Zama.

I have also been trying to implement some safety standards. We have started with hazard assessments, tool box meetings and equipment checklists. So far the feedback has been mostly positive and people are participating. It will take time to implement all aspects of safety but is very necessary.

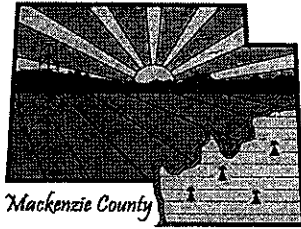
The Zama Fire Guard is complete. The Zama Park design is complete and is currently being surveyed. High Level Drainage is in the designing stage still. In Fort Vermilion, the deficiencies on 49<sup>th</sup> street are being corrected by Knelsen and the walking trails are being worked on as well.

In the near future we are going to start with dust control, putting in culverts and hamlet clean ups. We are going to continue to work with drainage issues and beaver problems.



Raymond Van Patten  
Mackenzie County  
Superintendent for Operations North





# MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 11, 2010</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Director of Corporate Services</b>
<b>Title:</b>	<b>2009 Audited Financial Statements</b>

**BACKGROUND / PROPOSAL:**

Each municipality must prepare annual financial statements in accordance with MGA s.276 following GAP and applicable Minister's regulations.

Each municipality must prepare a financial information return in accordance with MGA s.277 following the Minister's requirements respecting the accounting principles and standards to be used in preparing the return.

**OPTIONS & BENEFITS:**

Colette Miller, FCA, of Wilde & Company, the County's appointed auditors for the audit years 2009-2011 (three year appointment), will present Council with the audit report and the audited financial statements.

The 2009 audited financial statements will be handed out at the meeting.

**COSTS & SOURCE OF FUNDING:**

NA

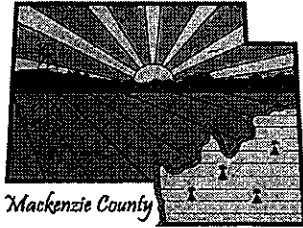
**RECOMMENDED ACTION:** (Requires 2/3)

That the 2009 Audited Financial Statements and 2009 Financial Information Report be approved as presented.

**Author:** J. Whittleton      **Reviewed By:** \_\_\_\_\_ **CAO** 







# MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 11, 2010</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Director of Corporate Services</b>
<b>Title:</b>	<b>Bylaw 739/09 – Off-Site Levy Bylaw for the Sewer Trunk Main</b>

### BACKGROUND / PROPOSAL:

At their June 25, 2009 meeting, Council was presented with a Request For Decision (originated from the Planning and Development department) in respect to sewer servicing for Part of SW 9-106-15-W5M.

Council was presented with two alternatives with a recommendation to explore the Alternative 2 which was installation of a sewer trunk main.

Council passed the following motions:

**MOTION 09-06-537**                      **MOVED** by Deputy Reeve Braun

That installation of a new sewer main trunk line as proposed by the developer's engineer (Focus) be approved for the SW 9-106-15-W5M residential subdivision and be subject to a development agreement being signed that addresses its funding and is approved by the County's engineers.

**CARRIED**

**MOTION 09-06-538**                      **MOVED** by Councillor Wardley

That administration reviews funding options of the new sewer main trunk line for the SW 9-106-15-W5M residential subdivision including off-site levies.

**CARRIED**

**Author:** J. Whittleton                      **Reviewed By:** \_\_\_\_\_ **CAO** 

**OPTIONS & BENEFITS:**

Administration prepared an off-site levy bylaw which was presented for Council's review and consideration at their October 13, 2009 meeting in order to address recovery of funds from the future subdivisions that will serve the area in question.

The Bylaw received its first reading on October 13, 2009. The bylaw was advertised as required by the MGA during the weeks of October 28 and November 4.

A number of meetings were held with the land owners. All affected landowners signed an easement agreement that contains reference to Bylaw 739/09.

**COSTS & SOURCE OF FUNDING:**

The project is proposed to be funded by the County upon completion of construction and the County will be collecting funds as outlined in the attached bylaw.

**RECOMMENDED ACTION:**

**Motion 1:**

That second reading be given to Bylaw 739/09 being an Off-site Levy Bylaw for the installation of a sanitary sewer trunk main in the Hamlet of La Crete.

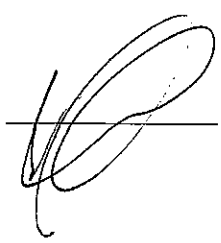
**Motion 2:**

That third reading be given to Bylaw 739/09 being an Off-site Levy Bylaw for the installation of a sanitary sewer trunk main in the Hamlet of La Crete.

Author: J. Whittleton

Reviewed By: \_\_\_\_\_

CAO



**BYLAW NO. 739/09**

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

**A BYLAW OF THE MACKENZIE COUNTY  
FOR THE IMPOSITION OF AN OFFSITE LEVY**

**WHEREAS**, pursuant to the Municipal Government Act, R.S.A. 2000 c. M-26, enables Council by Bylaw to provide for the imposition and payment of an off-site levy in respect of land to be developed or subdivided;

**AND WHEREAS**, an off-site levy may be used only to pay for all or part of the capital cost for a new or expanded facilities for the storage, transmission, treatment or supplying of water; and new or expanded facilities for the treatment, movement or disposal of sanitary sewage,

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

1. The Municipality, in its discretion may impose an off-site levy.
2. The off-site levy shall be for the provision of sewer service by the installation of sewer trunk main in order to serve the future areas of development identified as Service Area in Schedule "A" and as outlined in Schedule "B" attached hereto.
3. The Administration of Mackenzie County shall enter into an agreement in respect to payment of the off-site levy with all affected land owners.
4. When a subdivision is requested and an application is submitted, the agreement as per Article 3 of this bylaw shall form a part of the developer's agreement. The off-site levy payment shall be made prior to registration of the subdivision.
- ~~5. In the absence of a subdivision application for a property where an agreement in respect to payment of the off-site levy exists as per Article 3 of this bylaw, the County Administration shall register a caveat against these properties. The caveat shall be removed upon payment of the off-site levies in proportion to the land being subdivided.~~
6. The off-site levy charges for this project shall be \$2,088 per acre.

7. The off-site levy was calculated as follows:

Total cost of \$420,400 divided by 201.34 acres equals \$2,088 per acre to cover the costs of the sanitary sewer trunk main installation.

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

READ a first time this 13 day of October, 2009.

READ a second time this        day of        , 2010.

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

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Greg Newman  
Reeve

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William Kostiw  
Chief Administrative Officer

**BYLAW NO. 739/09**

**SCHEDULE "A"**

1. The off site levy shall be imposed on the residential parcels according to the Service Area as follows:

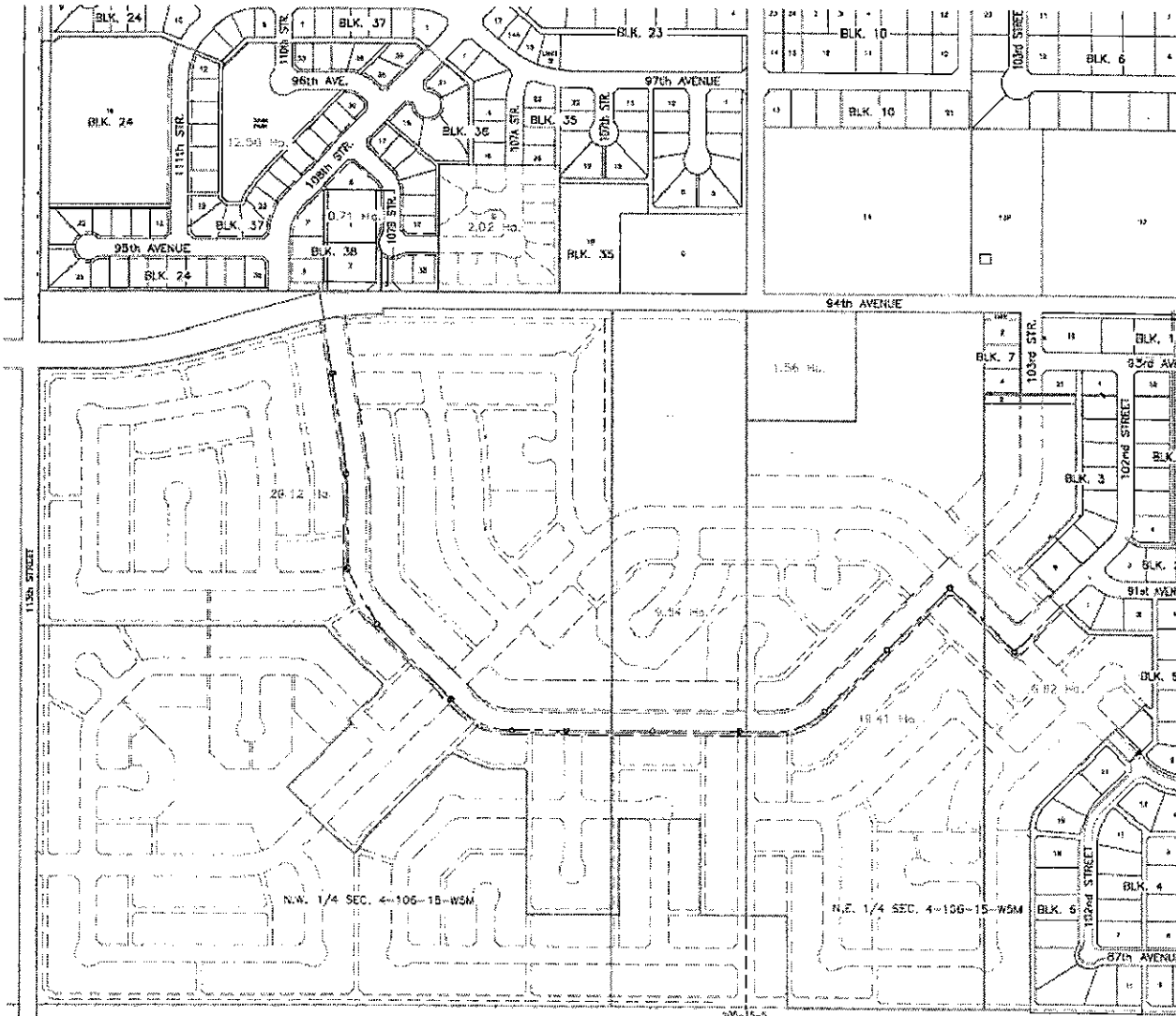
Cost estimate including engineering: \$420,400.00  
 Total gross serviceable area (hectares): 81.48 (includes roads and PUL)  
 Total gross serviceable area (acres): 201.34 (includes roads and PUL)  
 Cost per acre to be recovered per acre: \$2,088.00

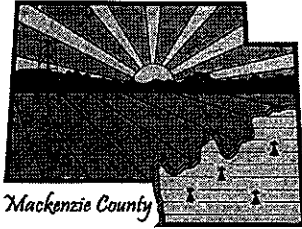
M	RGE	TWP	SEC	QT	Plan	Block	Lot	Civic Address	Title	Tax Roll	Total Acres per Roll	Service Area		Cost per current ownership
												hectares	acres	
5	15	106	4	NE										
					012-4176	4	A		072-321-198-020	076349	10.08	6.62	16.36	\$34,156.21
									032-213-001-031	075323	49.54	19.41	47.96	\$100,146.83
									072-470-046-000	234566	3.85	1.56	3.85	\$8,048.90
5	15	106	4	NW										
									032-226-641-000	081702	30.00	9.54	23.57	\$49,222.09
									032-497-709-000	075324	123.79	29.12	71.96	\$150,246.05
					082-9175	38	1	9502 - 109 Street	082-518-025-000	082676		0.71	1.75	\$3,663.28
					082-9175	38	2	9402 - 109 Street	082-518-025-001	082678				
					082-9175	38	3	PUL	082-493-437-001	082677				
					812-1920		G	10702 - 94 Avenue	842-255-055-000	208275	4.97	2.02	4.99	\$10,422.29
5	15	106	9	SW					092-047-972-000	075353	29.39	12.08	29.86	\$62,343.72
5	15	106	9	SW				9914 - 102 Avenue	052-496-461-027	075354	1.03	0.42	1.03	\$2,150.64
<b>TOTAL</b>											<b>252.65</b>	<b>81.48</b>	<b>201.34</b>	<b>\$420,400.00</b>

**BYLAW NO. 739/09**

**SCHEDULE "B"**

- 2. That the off site levy be imposed on the following residential areas:





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	Regular Council Meeting
<b>Meeting Date:</b>	May 11, 2010
<b>Presented By:</b>	Joulia Whittleton, Director of Corporate Services
<b>Title:</b>	Bylaw 756/10, La Crete Lift Station (NE 10-106-15-W5, NW 11-106-15-W5 and SW 11-106-15-W5)

### BACKGROUND / PROPOSAL:

At their February 24, 2010 meeting, Council passed the following motion:

*That the 2010 Capital Budget be amended to include \$636,000 La Crete Lift Station project to serve NE 10-106-15-W5, NW 11-106-15-W5 and SW 11-106-15-W5, with \$259,798 (41%) being funded by the Developer (North Point Business Park Ltd.) as per the Developer's Agreement and \$376,202 (59%) being funded by the County through borrowing.*

The 2010 Budget approved by Council on April 28, 2010 includes \$636,000 for this project.

### OPTIONS & BENEFITS:

The draft Bylaw 756/10 La Crete Lift Station construction to serve NE 10-106-15-W5, NW 11-106-15-W5 and SW 11-106-15-W5 borrowing bylaw was prepared and received its first reading at the March 9, 2010 meeting.

Bylaw 756/10 was advertised pursuant to the MGA in the local papers during the weeks of March 17 and 24.

No objections to Bylaw 756/10 were received.

### COSTS & SOURCE OF FUNDING:

NA

Author: J. Whittleton Reviewed By: \_\_\_\_\_ CAO 

**RECOMMENDED ACTION:**

**Motion 1:** (requires 2/3)

That second reading be given to Bylaw 756/10 being a borrowing bylaw for the La Crete Lift Station construction to serve *NE 10-106-15-W5, NW 11-106-15-W5 and SW 11-106-15-W5.*

**Motion 2:** (requires 2/3)

That third reading be given to Bylaw 756/10 being a borrowing bylaw for the La Crete Lift Station construction to serve *NE 10-106-15-W5, NW 11-106-15-W5 and SW 11-106-15-W5.*

Author: \_\_\_\_\_ Review Date: \_\_\_\_\_ CAO 



**BYLAW NO. 756/10**

**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 \$376,202, for the purpose of financing the La Crete Lift Station construction to serve NE 10-106-15-W5, NW 11-106-15-W5 and SW 11-106-15-W5.**

**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 La Crete Lift Station Construction to serve NE 10-106-15-W5, NW 11-106-15-W5 and SW 11-106-15-W5 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 \$636,000;

**WHEREAS**, in order to complete the project it will be necessary for the County to borrow the sum of \$376,202 for a period not to exceed 20 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 25 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 construction of the La Crete Lift Station to serve NE 10-106-15-W5, NW 11-106-15-W5 and SW 11-106-15-W5 the sum of **Three Hundred Seventy Six Thousand and Two Hundred and Two (\$376,202) dollars** 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 La Crete Lift Station construction to serve *NE 10-106-15-W5, NW 11-106-15-W5 and SW 11-106-15-W5*.
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 TWENTY (20) 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 9<sup>th</sup> day of March, 2010.

ADVERTISED during the weeks of March 17<sup>th</sup> and 24<sup>th</sup>, 2010

READ a second time this        day of        , 2010.

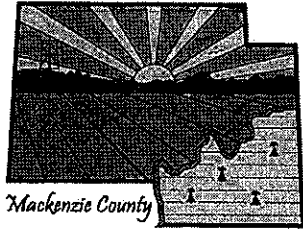
READ a third time and finally passed this        day of        , 2010.

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Greg Newman  
Reeve

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William Kostiw  
Chief Administrative Officer



# MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 11, 2010</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Director of Corporate Services</b>
<b>Title:</b>	<b>Bylaw 763/10 – Off-Site Levy Bylaw (La Crete Lift Station to Serve NW 11-106-15-W5 and SW 11-106-15-W5)</b>

### BACKGROUND / PROPOSAL:

The 2010 Budget, approved by Council on April 28, 2010, includes \$636,000 towards construction of the La Crete Lift Station to serve *NW 11-106-15-W5 and SW 11-106-15-W5* (North Point Business Park).

### OPTIONS & BENEFITS:

Administration prepared a draft off-site levy bylaw which is attached for your review and consideration in order to address recovery of funds from the future subdivisions as identified in the service area within the bylaw.

A meeting will be arranged with the effected landowners in order to explain the bylaw and application of charges. The bylaw will be advertised pursuant to the MGA.

### COSTS & SOURCE OF FUNDING:

The project is proposed to be funded at 41% of the total cost by the developer and 59% of the total costs by the County.

The County's portion of the costs will be recovered through the imposition of the offsite levy charges as per the attached bylaw.

### RECOMMENDED ACTION:

That first reading be given to Bylaw 763/10 being an Offsite Levy Bylaw for the Lift Station Construction to serve *NW 11-106-15-W5 and SW 11-106-15-W5* in the Hamlet of La Crete.

Author: J. Whittleton Reviewed By: \_\_\_\_\_ CAO \_\_\_\_\_



**BYLAW NO. 763/10**

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

**A BYLAW OF THE MACKENZIE COUNTY  
FOR THE IMPOSITION OF AN OFFSITE LEVY**

**WHEREAS**, pursuant to the Municipal Government Act, R.S.A. 2000 c. M-26, enables Council by Bylaw to provide for the imposition and payment of an off-site levy in respect of land to be developed or subdivided;

**WHEREAS**, an off-site levy may be used only to pay for all or part of the capital cost for new or expanded facilities for the storage, transmission, treatment or supplying of water; and new or expanded facilities for the treatment, movement or disposal of sanitary sewage,

**AND WHEREAS**, the plans have been prepared and the estimated cost of the lift station construction is \$632,000 with \$375,240 (59%) to be funded by the County and 259,120 (471%) to be funded by a developer,

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

1. The Municipality, in its discretion may impose an off-site levy.
2. The off-site levy shall be for the provision of sewer service by the installation of sanitary sewer lift station in order to serve the future development identified as Service Area in Schedule "A" and as outlined in Schedule "B" attached hereto.
3. The Administration of Mackenzie County shall enter into an agreement in respect to payment of the off-site levy with all affected land owners.
4. When a subdivision is requested and an application is submitted, the agreement as per Article 3 of this bylaw shall form a part of the developer's agreement. The off-site levy payment shall be made prior to registration of the subdivision.
5. The off-site levy charges for this project shall be \$1,682.69 per acre.
6. The off-site levy was calculated as follows:

Total County cost of \$375,240 divided by 223 acres equals \$1,682.69 per acre to cover the costs of the sanitary sewer lift station installation.

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

READ a first time this    day of    , 2010.

READ a second time this    day of    , 2010.

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

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Greg Newman  
Reeve

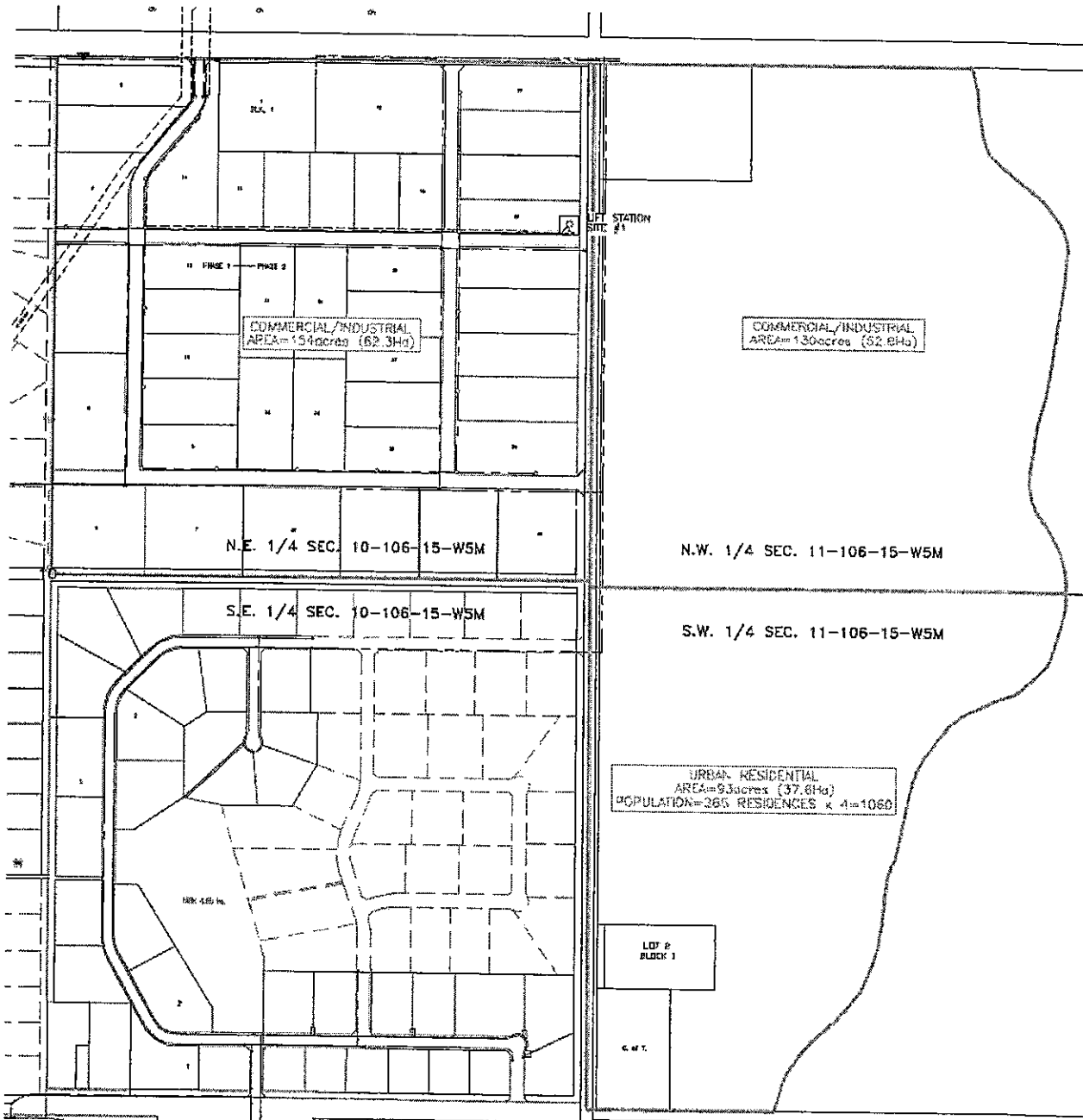
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William Kostiw  
Chief Administrative Officer

**BYLAW NO. 763/10**

**SCHEDULE "A"**

1. The off site levy shall be imposed on the residential parcels according to the Service Area as follows:



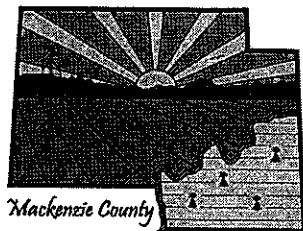
**BYLAW NO. 763/10**

**SCHEDULE "B"**

2. That the off site levy be imposed on the following areas:

<b>Land Location</b>	<b>Serviceable Acres</b>
SW 11-106-15-W5M	84.04
Plan 072 4450, Block 1, Lot 2	4.00
Part of SW 11-106-15-W5M	4.96
Part of NW 11-106-15-W5M	9.68
NW 11-106-15-W5M	120.32
<b>TOTAL</b>	<b>223.00 Acres</b>





# MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 11, 2010</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Director of Corporate Services</b>
<b>Title:</b>	<b>Payment to the Town of High Level for the 2008 and 2009 Capital Projects</b>

### BACKGROUND / PROPOSAL:

Council passed the following motions:

At their March 23, 2010 meeting:

**MOTION 10-03-233**

**MOVED** by Councillor Wardley

That the County proceed to pay the Town of High Level based on the arbitration decision.

**CARRIED**

At their April 13, 2010 meeting:

**MOTION 10-04-247**  
(requires 2/3)

**MOVED** by Councillor Wardley

That \$400,000 of the 2009 accumulated surplus be contributed to the General Operating Reserve to cover the 2008 and 2009 inter-municipal contribution to tangible capital assets acquisition in 2010 as per the agreement.

**CARRIED**

**Author:** J. Whittleton **Reviewed By:** \_\_\_\_\_ **CAO** 

**OPTIONS & BENEFITS:**

Administration reviewed the actual invoices received from the Town for the 2008 and 2009 projects. Please review the attached schedule.

**COSTS & SOURCE OF FUNDING:**

The funds are to be taken from the General Operating Reserve. The GOR balance on December 31, 2009 is \$3,475,495 and includes \$400,000 towards this payment as per Motion 10-04-247.

**RECOMMENDED ACTION:** (Requires 2/3)

That the 2008 and 2009 payment to the Town of High Level in the amount of \$353,805 be funded from the General Operating Reserve.

Author: \_\_\_\_\_ Review Date: \_\_\_\_\_ CAO \_\_\_\_\_

**Mackenzie County and Town of High Level  
Capital Projects Payable - Regional Service Sharing Agreement**

PROJECTS	County portion (per THL submission)	Payable to THL based on Arbitrator's decision	Paid to THL based on actual invoices
Total 2008 Projects	66,384	41,107	52,012.35
Total 2009 Projects	333,816	297,000	301,792.95
<b>PAYABLE FOR 2008 &amp; 2009 based on arbitrator's decision</b>			
		338,107	353,805.30
<b>PAYABLE UPON SUBMISSION OF INVOICES IN 2010</b>			
		195,155	

**Reconciliation of budgets available vs. payable**

2009 Grants to Local Governments Budget	1,760,000
Less payments made	
Town of Rainbow Lake	(798,329)
Town of High Level	(500,000)
Funds allotted in the General Operating Reserve towards the 2008 and 2009 payment	400,000
Paid for 2008 and 2009 as per above	353,805
Funds remaining	46,195

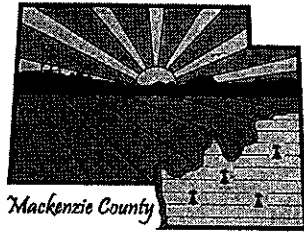
Council passed a motion transferring this amount from 2009 surplus towards the 2008 and 2009 payment.

Please note this amount does not include Lighting Upgrade in Sports Complex as the exact cost is to be determined yet.

2010 Grants to Local Government Budget	1,500,000
Estimated payable to TRL	(718,496)
Estimated payable to THL for operating	(500,000)
Estimated payable for 2010 as per above to THL for c	(195,155)
Funds remaining to cover water tanker cost	86,349

(excludes the pumper truck - \$300,000 is included in the County's 2010 budget)





# MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 11, 2010</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Director of Corporate Services</b>
<b>Title:</b>	<b>La Crete Ferry Campground</b>

**BACKGROUND / PROPOSAL:**

Council approved \$50,000 in the 2010 budget towards the La Crete Ferry Campground. A copy of their application is attached.

**OPTIONS & BENEFITS:**

Administration's understanding of Council's intent for this grant was to fund the capital improvements and not the operating costs of providing services.

Please note that all organizations are required to submit a project/progress report as per attached.

Administration is seeking further clarification regarding administration and purpose of this grant so that this can be communicated to the La Crete Ferry Campground representatives upon release of the funds.

**COSTS & SOURCE OF FUNDING:**

2010 Budget

**RECOMMENDED ACTION:**

That \$50,000 be released to the La Crete Tompkins Campground with the condition that the funds be used towards \_\_\_\_\_ purchases and that appropriate reports be provided to the County by December 31, 2010, upon completion of the project, and/or provide the project progress report with the 2011 grant application submission, whichever comes first.

Author: J. Whittleton Reviewed By: \_\_\_\_\_ CAO 



## Joulia Whittleton

---

**From:** Carol Gabriel  
**Sent:** Wednesday, May 05, 2010 1:15 PM  
**To:** Joulia Whittleton  
**Subject:** FW:  
**Attachments:** Ferry Campground Tourism cheque.jpg

*Carol Gabriel*

**Executive Assistant**  
**Mackenzie County**  
P.O. Box 640, 4511-46 Avenue,  
Fort Vermilion, AB T0H 1N0  
Direct: 780.927.3719 ext. 2224  
Main Line: 780.927.3718  
Toll Free: 1.877.927.0677  
Cell: 780.926.7246

---

**From:** La Crete Agricultural Society [mailto:lcagric@telus.net]  
**Sent:** Wednesday, May 05, 2010 1:09 PM  
**To:** Carol Gabriel  
**Subject:**

Good afternoon Carol:

Would you please be so kind and pass this info. on to the people in charge of grant funding. The La Crete Ferry Campground Society has now received the matching funding from Alberta Tourism. We are asking if the Mackenzie County grant funding could be released soon as well. We do expect development to start in the very near future. Thank you.

Respectfully:  
Susan Siemens  
La Crete Ferry Campground Society



STATEMENT NON-NEGOTIABLE  
PAGE 1

CHEQUE NUMBER  
0007136637

LA CRETE FERRY CAMPGROUND SOCIETY

0000447256 309A -CAD RE

23-Mar-2010

VOUCHER	DESCRIPTION/REASON FOR PAYMENT	INVOICE/CREDIT NOTE	AMOUNT	SUB
0031750	Total Payment From Tourism, Parks and Recreation For inquiries Call 427-8865	TG006210	\$100,000.00	\$1
			TOTAL	

THIS IS WATERMARKED PAPER AND CONTAINS INVISIBLE FIBRES. HOLD TO LIGHT TO VERIFY WATERMARK ON BACK.



Minister of Finance Disbursement Account II  
CIBC  
10102 Jasper Avenue  
Edmonton, Alberta T5J 1W5

CHEQUE NO  
000713663  
2010-03  
DATE YYYY-MM

PAY \*\*\*\*One Hundred Thousand 00/100 Dollars\*\*\*\*

\$ \*\*\*\*\*100,00

PAYMASE S 00157  
TO LA CRETE FERRY CAMPGROUND SOCIETY  
PO BOX 106  
BUFFALO HEAD PRAIRIE AB  
CAN T0H 4A0

Controller

⑈0007136637⑈ ⑆30179⑈010⑆ 75⑈00610⑈



To JOULIA

## THE POSITION OF THE LCFCS

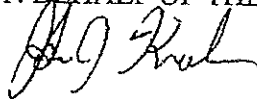
WE, AS THE LA CRETE FERRY CAMPGROUND SOCIETY WOULD LIKE TO MAINTAIN OUR POSITION AS A REGISTERED AND LEGAL CAMPGROUND SOCIETY WITH A 25 YEAR LEASE FROM THE COUNTY.

STARTING THIS PROJECT OFF WITH VERY GOOD PUBLIC SUPPORT WE HAVE A RESPONSIBILITY TO OUR COMMUNITY TO RUN AND MAINTIAN THIS PROJECT/CAMPGROUND ACCORDING TO THEIR STANDARDS WHICH WE FEEL CAPABLE OF DOING.

WE ARE GRATEFUL FOR COUNTY, PROVINCIAL AND FEDERAL FUNDING AND AKNOWLEDGE THAT THE DUTIES AND BYLAWS THAT ACCOMPANY THESE MUST BE MAINTAINED IN ORDER FOR THESE FUNDS TO BE AVIALABE. WE AGREE TO BE ACCOUNTABLE TO OUR PROVIDERS IN THIS WAY AND NOT BURN BRIDGES THAT WE MAY NEED TO CROSS LATER. WE WISH TO TAKE ADVANTAGE OF LEGAL RESOURCES AVAILBALE TO US THROUGH OUR COUNTY IN ORDER TO BEST ACCOMPLISH THIS TASK.

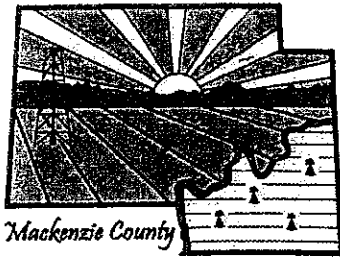
HOPING TO WORK TOGETHER WITH THE COUNTY TO PROMOTE TOURISM AND GENERAL ENJOYMENT OF OUR NORTHERN COMMUNITY WE SIGN OFF AS THE LA CRETE FERRY CAMPGROUND SOCIETY.

ON BEHALF OF THE LCFCS,

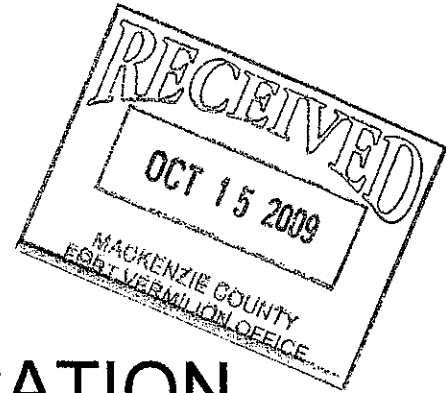


LA CRETE FERRY CAMPGROUND SOCIETY  
BOX 106  
BUFFALO HEAD PRAIRIE, AB  
T0H 2H0



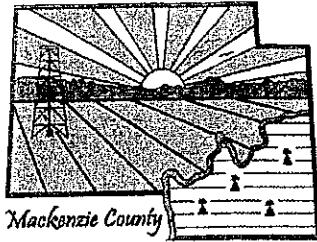


# MACKENZIE COUNTY



# GRANT APPLICATION PACKAGE

## 2010

**MACKENZIE COUNTY**

P.O. Box 640, Fort Vermilion, AB T0H 1N0  
Phone: (780) 927-3718; Fax: (780) 927-4266  
Toll-free: 1-877-927-0677  
Website: [www.mackenziecounty.com](http://www.mackenziecounty.com)  
Email: [office@mackenziecounty.com](mailto:office@mackenziecounty.com)

## 2010 Grant Application

**APPLICANT INFORMATION:**Legal name of organization La Crete Ferry Campground SocietySociety  Non-profit company or corporation  Other Permanent address \_\_\_\_\_  
Street address \_\_\_\_\_ P.O. Box Box 1269La Crete, Alberta Postal Code: T0H 2H05014159429 August 22, 2008 \_\_\_\_\_  
Incorporation/Society number Date of Incorporation Length of time in operation**ORGANIZATION CONTACTS:**Contact for this application (Mr/Mrs./Ms.) John KrahnTitle PresidentTelephone (work) (780) 941-2603 (home) (780) 928-2280 Fax (780) 928-3447

Email \_\_\_\_\_

List of executives: please attach a list of your current executive and/or board of directors, complete with names, positions/ titles, addresses and phone numbers (home and work).

**FACILITY:**Name of facility La Crete Ferry Campground SocietyStreet address or legal description NE 1/4 Sec. 30-103-19-5, N.W. 1/4 Sec. 29-103-19-5  
SE 1/4 Sec. 31-103-19-5, SW 1/4 Sec. 32-103-19-5Registered holder of land title Mackenzie CountyFacility operator/leaseholder John Krahn + boardDo you have insurance coverage? Yes  No

**PROJECT INFORMATION:**

Nature of project Day use operations, camp attendant, and further development  
Project description/details: please attach a detailed description of the work to be carried out, the need for this project, who will use it, and why you believe it should be funded.

\$55,000.00    \$480,000.00    May 1, 2010    October 31, 2012?  
Grant amount requested    Total project cost    Project start date    Project completion date  
(Rounded to the nearest dollar) Please attach a breakdown of cost estimates for your project.

**ORGANIZATION PROFILE:**

Not yet                                      Not yet                                      Not yet  
Number of paid staff                      Number of paid full-time                      Number of paid part-time  
35    125    Peace Country + Mackenzie  
Number of volunteers                      Number of clients served last year    Geographic region served County  
Are executive or board members paid:    Yes     No

**PAST GRANTS:**

In the past year, has your organization received a grant from the Mackenzie County?  
Yes     No     If yes:

June '09                                      \$5000.                                      Operating Day Use Area  
Date    Amount    Project Description

**DEADLINE:** Deadline for applications is 4:30 p.m. Friday, October 16<sup>th</sup>, 2009. Late applications will not be accepted.

**ADDITIONAL ITEMS:**

Please attach the following information (mandatory for all applications):

- a) Last years' financial statements, audited if available;
- b) Operating budget for the year of financial request;
- c) Current year to date financial information
- d) Societies act registration number;
- e) Insurance coverage documentation;
- f) Detail of matching resources, including volunteer hours and any provincial/federal grants, fundraising;
- g) Purchasing policy/procedure;
- h) Honorariums and expenses paid to Executive or Board members.

**FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT:**

The personal information collected in the application cover sheets is for the administration of the Mackenzie County's grant process. The information you provide is to assist the administration with processing your organization's application and may only be disclosed as provided for in the Freedom of Information and Protection of Privacy Act. If you have any questions after reading this section, please contact the municipality's FOIPP coordinator at (780) 927-3718.

## LA CRETE FERRY CAMPGROUND SOCIETY

### Project description/details

#### 2010 Project Plans:

- Operation of Day Use Area - \$5000.00
- Hire Camp Attendant - \$20,000.00
- Develop another 20 – 30 sites and road access- \$15,000.00
- Construct office building - \$15,000.00 ➤
- Total 2010 project: -----\$55,000.00

#### Long-term Goals

- Build enclosed shelter with stove & sink
- Build a pole shelter
- Add another wood shed
- Additional road development, gravelled
- Develop another 20 – 30 sites, seeded & gravelled
- Install electricity to 40 sites
- Playground equipment
- Water well/cistern
- Signs
- Add picnic tables
- Add fire pits
- Add outhouses
- Purchase grass mower
- Purchase small camp vehicle
- Have small convenience store in office
- Etc, etc... ☺
- Total cost estimated at \$480,000.00

#### Matching Resources:

In 2008 \$60,000 was invested (donated) by community and board members to develop the La Crete Ferry Campground. In 2009 we invested (by donation) another \$22947.91.

No other grants to date.

**LA CRETE FERRY CAMPGROUND SOCIETY**

Box 1269  
La Crete, Alberta  
T0H 2H0

**Purchasing Policy**

1. Cheques are signed by one of the executive of the board.
2. Purchases can be made by any board member provided they have been preapproved by the board.
3. All projects involving expenses have to be approved by the board.

**LA CRETE FERRY CAMPGROUND SOCIETY**

*Here is the requested information for the grant.*

**INCORPORATION NUMBER:** 5014159429

**INCORPORATION DATE:** August 22, 2009

**LEGAL DESCRIPTION:** S.E. ¼ Sec. 31-103-19-5  
S.W. ¼ Sec. 32-103-19-5  
N.E. ¼ Sec. 30-103-19-5  
N.W. ¼ Sec. 29-103-19-5

**LENGTH OF TIME IN OPERATION:** Since June 1, 2009

**CURRENT LIST OF BOARD OF DIRECTORS:**

- Krahn, John – Chairman
  - o Box 46 BHP, AB T0H 4A0
  - o 780-928-2280 / 780-841-2603
- Unrau, George – Vice Chairman
  - o Box 271 LC, AB T0H 2H0
  - o 780-928-2276 / 780-928-0104
- Wiebe, John – Secretary Treasurer
  - o Box 893 LC, AB T0H 2H0
  - o 780-928-3240 / 780-841-1201
- Peters, Willy – Member
  - o Box 975 LC, AB T0H 2H0
  - o 780-928-2739 / 780-928-1333
- Zacharias, George – Member
  - o Box 415 LC, AB T0H 2H0
  - o 780-928-3681 / 780-841-1995

**OPERATING BUDGET FOR 2010:** None

**LAST YEARS FINANCIAL STATEMENT:**

The statement as received by John Krahn dated 10/01/07 – 09/30/08

**YEAR TO DATE FINANCIAL STATEMENT:** Attached

**DETAILS OF MATCHING RESOURCES:** Attached

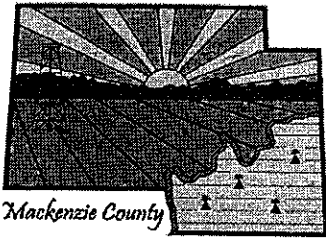
**INSURANCE COVERAGE DOCUMENT:** Lease Holder - Mackenzie County

**PURCHASING POLICY:** As cash flow allows or by volunteer

**HONORARIUMS & EXPENSES PAID TO BOARD MEMBERS:** None

Sharon Krahn





## Mackenzie County

P.O. Box 640, Fort Vermilion, AB, T0H 1Z0  
 Phone: (780) 927-3718 Fax: (780) 927-4266 Toll-free: (877) 927-0677  
 Email: office@mackenziecounty.com

### Grants to Non-Profit Organization Program - Completion/Progress Report

#### Section 1- APPLICANT INFORMATION

Legal Name of Applicant

#### Section 2- PROJECT/PROGRAM INFORMATION

Project/Program Title

#### Section 3- PROJECT/PROGRAM BENEFITS

Primary Project/Program benefits expectations during application time

Primary Project/Program benefits actually achieved

Explanations of variances (expectations vs. actual results)

#### Section 4- TIMELINES AND RATIONALE

Expected Start Date

Expected Completion Date

Actual Start Date

Actual Completion Date

Explanations of Variances from Above

#### Section 5 - PROJECT COSTS

Budgeted Project Cost

Final Project Costs

Explanations of Variances from Above

Please attach a detailed accounting report outlining types of expenses and invoices paid. Copies of invoices need not to be attached.

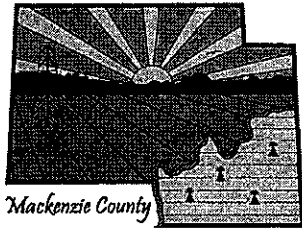
In the space below, please describe the work that was done and any significant financial changes from the original approved application, and any important unforeseen events that were experienced during the project/program. We also welcome any comments that you may have regarding the MD grant program

Note: If extra space is required, please attach additional paper.

**AUTHORIZATION:** This is to certify that the information contained on this report represents a true and correct statement of completion/progress status of this project/program. In all aspects, this project/program was carried out in compliance with the policies, bylaws and procedures of the grant recipient. This is to acknowledge that the Municipality reserves the right to request a detailed review of any financial and non-financial documentation related to this project/program at any time.

Signature of Authorized Representative	Date
Telephone Number	E-mail Address
Signature of Authorized Representative	Date
Telephone Number	E-mail Address

Please note that two authorized signatures are required.



## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 11, 2010</b>
<b>Presented By:</b>	<b>Joulia Whittleton, Director of Corporate Services</b>
<b>Title:</b>	<b>Finance and Investment Report – April 30, 2010</b>

### BACKGROUND / PROPOSAL:

Finance department provides financial reports to Council as per policy.

### OPTIONS & BENEFITS:

Please review the following financial reports for the period ended April 30, 2010:

- Investment Report
- Operating Statement
- Projects Progress Report

### COSTS & SOURCE OF FUNDING:

NA

### RECOMMENDED ACTION:

That the financial reports for the period ended April 30, 2010 be accepted for information.

Author: \_\_\_\_\_ Review Date: \_\_\_\_\_ CAO 



# INVESTMENT REPORT, APRIL 30, 2010

## CHEQUING ACCOUNT ON APRIL 30

Bank account balance 2,207,357

## INVESTMENT VALUES ON APRIL 30

Short term investments (EM0-0377-A) 4,007,343  
 Short term T-Bill (859-1044265-26) 427,466  
 Long term investments (EM0-0374-A) 5,449,831  
9,884,640

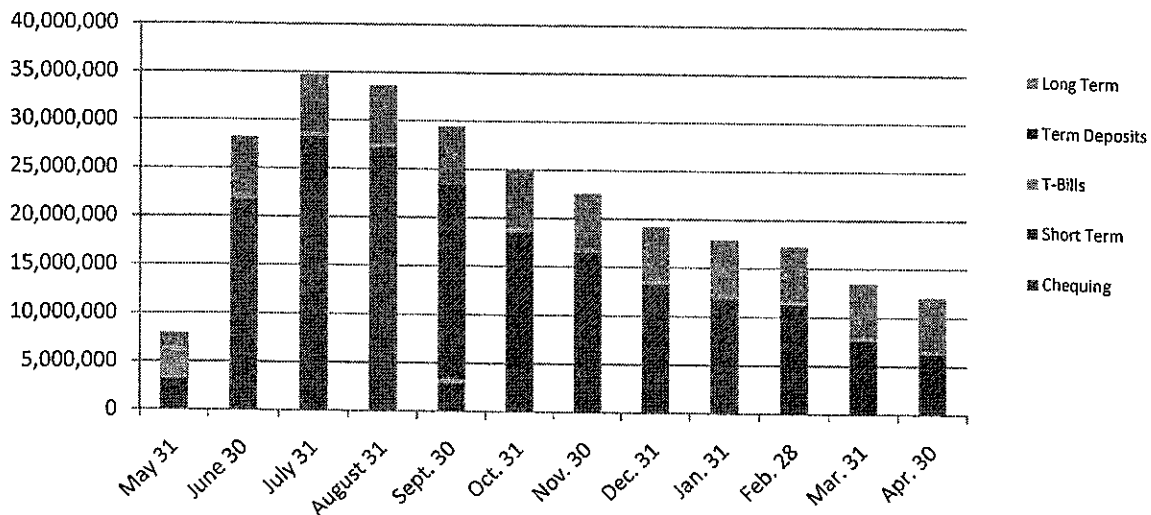
These balances include market value changes!

## REVENUES

	Total	Short Term	Long Term
Interest received from investments	10,540	5,456	5,085
Interest accrued (built up, yet to receive) on investments	62,448	3,697	58,752
<b>Total investment interest</b>	<b>72,989</b>	<b>9,152</b>	<b>63,836</b>
Market value changes of investments	(41,259)	n/a	(41,259)
Interest received on chequing account balance	3,111	3,111	n/a
<b>Grand total before investment manager fees</b>	<b>34,840</b>	<b>12,263</b>	<b>22,577</b>
Deduct: investment manager fees for investments	-4,700	-1,463	-3,237
<b>Grand total after investment manager fees</b>	<b>30,140</b>	<b>10,800</b>	<b>19,340</b>

## BALANCES IN THE VARIOUS ACCOUNTS - LAST 12 MONTHS

	Chequing	Short Term	T-Bills	Term Deposits	Long Term	Total
May 31	1,474,463	1,751,344	3,174,042	0	1,505,478	7,905,326
June 30	21,816,479	0	426,577	0	6,002,870	28,245,926
July 31	28,276,972	0	426,667	0	6,020,269	34,723,908
August 31	27,238,048	0	426,758	0	6,018,091	33,682,897
Sept. 30	2,978,244	0	426,845	20,000,000	6,028,318	29,433,407
Oct. 31	4,541,164	14,000,051	426,936	0	5,999,631	24,967,783
Nov. 30	7,538,298	9,000,000	427,024	0	5,620,830	22,586,152
Dec. 31	4,268,966	9,003,633	427,114	0	5,534,340	19,234,053
Jan. 31	4,900,389	7,010,378	427,205	0	5,556,039	17,894,011
Feb. 28	4,250,354	7,012,476	427,287	0	5,547,408	17,237,526
Mar. 31	591,446	7,015,089	427,378	0	5,489,385	13,523,298
Apr. 30	<b>2,207,357</b>	<b>4,007,343</b>	<b>427,466</b>	<b>0</b>	<b>5,449,831</b>	<b>12,091,997</b>



**MACKENZIE COUNTY - STATEMENT OF OPERATIONS**

**April 30, 2010**

	2009	2010	Budget	Variance	
	\$	\$	\$	\$	%
<b>OPERATING REVENUES</b>					
Property taxes	32,448,614	76,709	30,590,788	\$30,514,079	100%
User fees and sales of goods	1,939,122	524,638	2,022,398	\$1,497,760	74%
Government transfers	1,448,984	690,516	1,254,523	\$564,007	45%
Investment income (operating)	230,586	29,423	250,000	\$220,577	88%
Penalties and costs on taxes	111,547	61,887	115,000	\$53,113	46%
Licenses, permits and fines	266,293	84,422	177,250	\$92,828	52%
Rentals	29,434	7,820	34,218	\$26,398	77%
Insurance proceeds	2,412	4,129	0	(\$4,129)	
Development levies	33,000	4,958	0	(\$4,958)	
Municipal reserve revenue	34,074	8,184	0	(\$8,184)	
Sale of equipment (non-TCA)	7,913	0	0	\$0	
Other	263,459	51,214	217,000	\$165,786	76%
<b>Total operating revenues</b>	<b>36,815,438</b>	<b>1,543,899</b>	<b>34,661,177</b>	<b>\$33,117,277</b>	<b>96%</b>
<b>OPERATING EXPENSES</b>					
Legislative	559,407	161,783	539,619	\$377,836	70%
Administration	3,589,632	1,395,504	4,064,197	\$2,668,693	66%
Protective services	1,686,747	201,086	1,105,656	\$904,570	82%
Transportation	10,841,485	1,215,224	11,507,534	\$10,292,310	89%
Environmental use and protection	3,532,975	608,984	4,087,232	\$3,478,248	85%
Public health and welfare (FCSS)	583,771	363,823	630,053	\$266,230	42%
Planning, development, agriculture	1,907,330	272,005	2,217,045	\$1,945,040	88%
Recreation and culture	1,388,576	456,640	1,467,530	\$1,010,890	69%
School requisitions	6,768,922	1,638,638	6,559,007	\$4,920,369	75%
Lodge requisitions	568,212	142,053	720,470	\$578,417	80%
Non-TCA projects	1,156,348	125,569	1,316,763	\$1,191,194	90%
<b>Total operating expenses</b>	<b>32,583,406</b>	<b>6,581,309</b>	<b>34,215,106</b>	<b>\$27,633,797</b>	<b>81%</b>
<b>Excess (deficiency) before capital revenues</b>	<b>4,232,032</b>	<b>(5,037,410)</b>	<b>446,071</b>	<b>\$5,483,481</b>	<b>1229%</b>
<b>OTHER REVENUE (for capital projects):</b>					
Government transfers for capital	9,072,364	296,738	6,564,867	\$6,268,129	95%
Investment income (capital)	10,082	0	0	\$0	
Other revenue for capital	115,502	0	359,798	\$359,798	100%
Proceeds from sale of physical assets	320,517	669,098	571,585	(\$97,513)	-17%
<b>EXCESS (DEFICIENCY) - PSAB Model</b>	<b>13,750,497</b>	<b>(4,071,574)</b>	<b>7,942,321</b>	<b>\$12,013,894</b>	<b>151%</b>
<b>Convert to local government model:</b>					
Remove non-cash transactions	6,125,091	0	6,061,556	\$6,061,556	100%
Remove revenue for capital projects	(9,518,465)	(965,836)	(7,496,250)	(\$6,530,414)	87%
Long term debt principle	1,316,048	99,810	1,709,972	\$1,610,162	94%
Transfers to/from reserves	8,991,074	0	4,797,655	\$4,797,655	100%
<b>FCSS (DEFICIENCY) - LG Model</b>	<b>50,000</b>	<b>(5,137,220)</b>	<b>(0)</b>	<b>\$5,137,220</b>	

# Projects Progress Report

April 30, 2010

Project Code	Project Name	2010 Budget	2010 Costs, up to Apr. 30	2010 Budget Remaining, on Apr. 30	Status Update on April 30, 2010
--------------	--------------	-------------	---------------------------	-----------------------------------	---------------------------------

## Administration Department

6-12-30-01-xxx (CF)	Questica Budget Module	15,000	0	15,000	Under review
6-12-30-02-xxx	FV Buildings Alarm System	13,128	0	13,128	Quotes are being obtained.
6-12-30-03-xxx (CF)	La Crete Office Building	1,051,375	613,020	438,355	Near completion
6-12-30-04-xxx (CF)	Zama Multi-Use Facility	2,611,956	1,041,582	1,570,374	In progress
6-12-30-05-xxx	Virtual City Hall (Diamond Municipal Solutions)	20,000	0	20,000	Scheduled to begin in June.
6-12-30-06-xxx (CF)	FV - Ford 9 Passenger Handivan	80,000	0	80,000	Looking into options.
6-12-30-07-xxx (CF)	Fort Vermillion - Corporate Office Upgrade	1,608,150	66,322	1,541,828	Scheduled for May 11, 2010, tender closing.
6-12-30-08-xxx	Vehicle for Administrator	35,000	32,640	2,360	Completed.
6-12-30-09-xxx	La Crete Library Building	5,000	1,950	3,050	To be reviewed by La Crete Building Committee.
<i>Total department 12</i>		<i>5,439,609</i>	<i>1,755,514</i>	<i>3,684,095</i>	

## Fire Department

6-23-30-01-xxx (CF)	2009 Pumper Truck (Zama FD)	199,063	212,584	-13,521	Purchased
6-23-30-02-xxx	Tompkins Fire Hall Construction	300,000	1,800	298,200	In planning stage.
6-23-30-03-xxx	2009 Fire/Water Truck (as per RSSA with the Town of High Level)	300,000	94,021	205,979	On order
6-23-30-04-xxx (CF)	New Fire Hall / Public Works Building (Zama)	594,954	395,265	199,689	In progress, near completion.
6-23-30-05-xxx	Fire Guard Expansion Zama	369,696	346,365	23,331	Done
<i>Total department 23</i>		<i>1,763,713</i>	<i>1,050,036</i>	<i>713,677</i>	

Project Code	Project Name	2010 Budget	2010 Costs, up to Apr. 30	2010 Budget Remaining, on Apr. 30	Status Update on April 30, 2010
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**Transportation Department**

6-32-30-01-xxx (CF)	La Crete 98th Ave - Urban Standard	154,187	375	153,812	
6-32-30-02-xxx (CF)	Wolfe Lake Road & Water Point	469,429	0	469,429	
6-32-30-04-xxx (CF)	Road Construction Requests (South)	22,444	79	22,365	
6-32-30-05-xxx	FV Rural - Gull Greek Bridge (BF 9041)	250,000	767	249,233	Starting May 10, 2010.
6-32-30-06-xxx	FV - Compact Utility Tractor	25,000	0	25,000	On hold until budget complete.
6-32-30-07-xxx (CF)	Public Works Shop Construction (relocate to WTP site) (La Crete)	90,000	35,693	54,307	
6-32-30-08-xxx	FV - Coverall Shelter for Rocky Lane Grader	30,000	0	30,000	On hold until budget complete.
6-32-30-09-xxx	FV - Paving 53 St from River Rd. to 48 Ave (Urban Standard)	5,000	6,872	-1,872	On hold until budget complete.
6-32-30-10-xxx	FV - Paving D.A. Thomas Park	1,000	0	1,000	On hold until budget complete.
6-32-30-11-xxx	FV - Paving Lodge Parking	1,000	0	1,000	On hold until budget complete.
6-32-30-12-xxx	FV - Skid Steer (Bobcat)	38,195	0	38,195	Done
6-32-30-13-xxx	HL Rural - Drainage (East)	500,000	290	499,710	In progress - planning stage.
6-32-30-14-xxx	HL Rural - Reconstruction of TWP Rd 110-2 (4 miles)	150,000	0	150,000	In progress
6-32-30-15-xxx	LC - Grader Replacement (Blue Hills)	350,000	338,847	11,153	
6-32-30-16-xxx (CF)	LC 102 Str & 92 Ave curb, gutter & sidewalk	39,782	1,176	38,606	
6-32-30-17-xxx	LC - Public Works - Salt and Sand Shelter & Asphalt Pad for Salt and Sand Shed	133,180	0	133,180	
6-32-30-18-xxx (CF)	Zama Bearspaw Crescent	49,633	0	49,633	In progress
6-32-30-19-xxx	LC - Public Works Shop - Plow Truck Replacement (unit 1844)	70,000	59,051	10,949	
6-32-30-20-xxx (CF)	River Road (Fort Vermilion)	55,490	0	55,490	In progress
6-32-30-21-xxx	LC - Public Works Shop - Skid Steer Replacement	38,195	0	38,195	
6-32-30-22-xxx	LC - Paving of Parking Lot at the Lodge	1,000	0	1,000	
6-32-30-23-xxx	Road Construction Requests	250,000	0	250,000	\$100,000 - not used yet
6-32-30-25-xxx	Zama - Skid Steer (Bobcat)	38,195	0	38,195	Done
6-32-30-26-xxx	Zama - Hotsy 1270 Hot Water Steamer	7,000	0	7,000	Done
6-32-30-27-xxx	Zama - Truck Box Sander	15,000	0	15,000	Done



Project Code	Project Name	2010 Budget	2010 Costs, up to Apr. 30	2010 Budget Remaining, on Apr. 30	Status Update on April 30, 2010
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6-32-30-28-xxx	Zama - Water Tank	7,900	0	7,900	On hold until budget complete.
6-32-30-29-xxx (CF)	Apache Road - Pull Out Area	50,000	0	50,000	In progress
6-32-30-61-xxx (CF)	Hwy 697 Drainage (Buffalo Head)	66,780	0	66,780	
6-32-30-71-xxx (CF)	Rocky Lane Road Reconstruction	169,240	0	169,240	Planning stage
6-32-30-75-xxx (CF)	AJA Friesen Road Reconstruction	242,355	18,250	224,106	
6-32-30-78-xxx (CF)	LC 100th Ave Reconstruction - CAMRIF (BCF)	1,079,213	13,874	1,065,339	
6-32-30-79-xxx	Service box for FV truck	19,000	19,000	0	Done
<i>Total department 32</i>		<i>4,418,217</i>	<i>494,273</i>	<i>3,923,945</i>	

**Airport Department**

6-33-30-01-xxx	LC - Airport Paving	2,000,000	24,881	1,975,119	
6-33-30-02-xxx	FV - Airport Paving	1,000,000	13,326	986,674	Out for tender.
6-33-30-03-xxx	Zama - Helipad	100,000	0	100,000	Waiting for specs from integrated engineering.
<i>Total department 33</i>		<i>3,100,000</i>	<i>38,207</i>	<i>3,061,793</i>	

Project Code	Project Name	2010 Budget	2010 Costs, up to Apr. 30	2010 Budget Remaining, on Apr. 30	Status Update on April 30, 2010
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**Water Treatment & Distribution Department**

6-41-30-01-xxx	FV - Water Line Services (school, church, college)	50,000	0	50,000	Planning stage
6-41-30-02-xxx (CF)	Zama Water Treatment System	30,000	0	30,000	
6-41-30-03-xxx (CF)	Paving of Raw Water Truck Fill Access: Sub Grade Prep and	20,000	0	20,000	
6-41-30-04-xxx	FV WTP - Lab Renovation & Equipment	16,000	0	16,000	On hold until budget complete.
6-41-30-05-xxx (CF)	FV WTP - Upgrades	30,000	0	30,000	On hold until budget complete.
6-41-30-06-xxx	FV WTP - Truck 3/4 Single Cab	35,000	35,484	-484	
6-41-30-07-xxx (CF)	Raw Water Truck Fill - Zama	100,000	0	100,000	Planning stage
6-41-30-09-xxx (CF)	Treated Water Truck Fill - La Crete	170,000	29,295	140,705	
6-41-30-12-xxx	FV WTP - Boiler/ Header	31,537	0	31,537	
6-41-30-13-xxx	FV WTP - Filter Media Replacement	24,713	0	24,713	On hold until budget complete.
6-41-30-14-xxx	LC - Hydrant Replacement Program	100,000	0	100,000	On hold until budget complete.
6-41-30-15-xxx	LC WTP - Power Backup	99,000	0	99,000	
6-41-30-16-xxx	Rural Water - Phase I	3,520,969	13,853	3,507,116	
6-41-30-17-xxx	Water Meter Reading System	50,000	0	50,000	
6-41-30-18-xxx	Underground Sprinkler System at WTP site LC (Froese Enterprises)	6,000	0	6,000	
<i>Total department 41</i>		<b>4,283,219</b>	<b>78,632</b>	<b>4,204,587</b>	

**Sewer Disposal Department**

6-42-30-01-xxx (CF)	Zama Waste Water upgrade - Phase II	100,000	5,394	94,606	On hold until budget complete.
6-42-30-02-xxx	LC - Lagoon Upgrade	20,000	6,625	13,375	
6-42-30-03-xxx	LC - Sewer Flusher	55,000	0	55,000	
6-42-30-04-xxx (CF)	LC - Sewer Trunk Main	420,400	0	420,400	
6-42-30-05-xxx	North Point Subdivision Lift station	636,000	3,600	632,400	
<i>Total department 42</i>		<b>1,231,400</b>	<b>15,619</b>	<b>1,215,781</b>	

**Solid Waste Disposal**

6-43-30-01-xxx (CF)	WTS Fencing Fort Vermilion	32,989	0	32,989	Done
<i>Total department 43</i>		<b>32,989</b>	<b>0</b>	<b>32,989</b>	

Project Code	Project Name	2010 Budget	2010 Costs, up to Apr. 30	2010 Budget Remaining, on Apr. 30	Status Update on April 30, 2010
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**Agricultural Services Department**

6-63-30-01-xxx (CF)	Blue Hills Storm Water Control & 103-2 rd (Blue Hills Drainage)	144,431	30,532	113,899	In progress - 30% completed.
6-63-30-52-xxx (CF)	Blue Hills Drainage Study	10,105	0	10,105	To be reviewed at next ASB meeting.
<i>Total department 63</i>		<i>154,536</i>	<i>30,532</i>	<i>124,004</i>	

**Recreation Department**

6-71-30-01-xxx (CF)	Fort Vermilion Arena - Dressing Rooms	375,000	0	375,000	
6-71-30-02-xxx	Fort Vermilion Recreation Board	25,000	0	25,000	
6-71-30-03-xxx	La Crete Recreation Board	65,000	0	65,000	
6-71-30-06-xxx	Zama Recreation Board	40,000	0	40,000	
<i>Total department 71</i>		<i>505,000</i>	<i>0</i>	<i>505,000</i>	

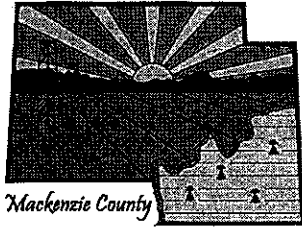
**Parks & Playgrounds Department**

6-72-30-01-xxx (CF)	Machesis Lake Playground Additions: playground equipment & preparation	17,112	0	17,112	Installed second week of May.
6-72-30-02-xxx	Dock Improvements	60,000	37,714	22,286	Dock type still under discussion
6-72-30-03-xxx	Water Spray Park (Fort Vermilion)	80,000	0	80,000	On hold until budget complete.
6-72-30-04-xxx	Zama Park - Installation of Water Line	10,000	175	9,825	Planning stage
6-72-30-05-xxx	Zama Community Park Expansion	344,760	2,300	342,460	Planning stage
6-72-30-06-xxx	Concrete Toilet - Zama	19,975	0	19,975	Toilets on order
6-72-30-07-xxx	Concrete Toilet - Machesis Lake	16,650	0	16,650	Toilets on order
6-72-30-08-xxx	Concrete Toilet - FV Arena Park	16,650	0	16,650	Toilets on order
6-72-30-09-xxx	Concrete Toilet - LC Arena Park	14,450	0	14,450	
6-72-30-10-xxx	Concrete Toilet - Hutch Lake	17,250	0	17,250	Toilets on order
6-72-30-11-xxx	Fence around green space at Wadlin	11,000	0	11,000	
6-72-30-12-xxx	La Crete Walking Trails	57,000	0	57,000	
6-72-30-13-xxx	Cell Tower - Wadlin Lake	7,000	0	7,000	
6-72-30-14-xxx	RV Dump - Hutch Lake	6,600	0	6,600	Planning stage
6-72-30-15-xxx	La Crete - Water Spray Park	120,000	0	120,000	
<i>Total department 72</i>		<i>798,447</i>	<i>40,189</i>	<i>758,258</i>	

<b>TOTAL 2010 TCA Projects</b>	<b>21,727,130</b>	<b>3,503,000</b>	<b>18,224,130</b>
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As per April 28, 2010 Council meeting





# MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 11, 2010</b>
<b>Presented By:</b>	<b>William Kostiw, Chief Administrative Officer</b>
<b>Title:</b>	<b>CAO Recruitment Request for Proposals</b>

### BACKGROUND / PROPOSAL:

At the April 28, 2010 the following motion was made:

**MOTION 10-04-331**  
Requires Unanimous

**MOVED** by Councillor Wardley

That administration proceed with a Request for Proposals for CAO recruitment assistance to be brought back to Council for decision at the June 8, 2010 Council meeting.

**CARRIED UNANIMOUSLY**

The Request for Proposal has been drafted and is attached for Council review.

### OPTIONS & BENEFITS:

To assist Council in the CAO recruitment process.

### COSTS & SOURCE OF FUNDING:

\$20,000 from the general operating budget if new CAO starts January 1, 2011.

If hired sooner an additional \$15,000 per month will be required as well of a contingency of \$15,000. Also, the 2010 budget will need to be amended.

Author: C. Gabriel Review by: \_\_\_\_\_ CAO 

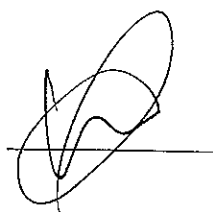
**RECOMMENDED ACTION:**

That Council approve and issue the CAO Recruitment Request for Proposal with start date of January 1, 2011.

Author: C. Gabriel

Review by: \_\_\_\_\_

CAO

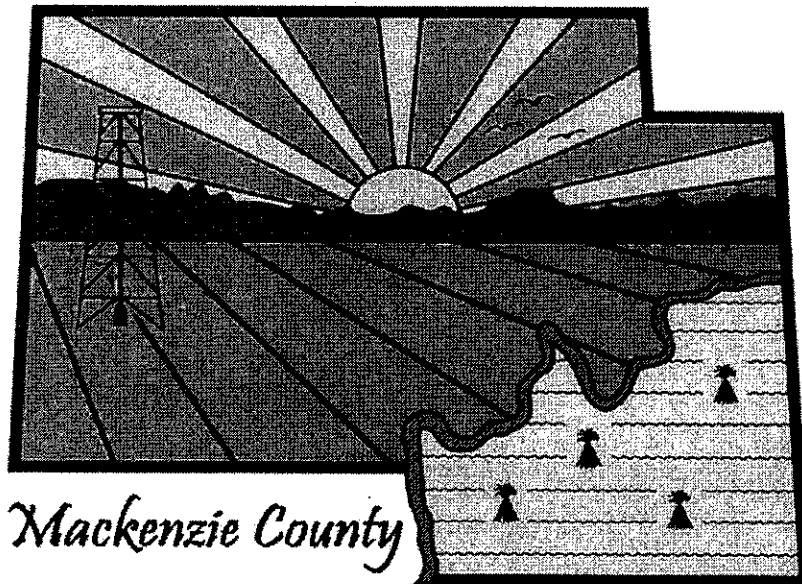
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Mackenzie County

**DRAFT**

Request for Proposals

**Selection of Executive Search Firm for  
Position of Chief Administrative Officer**



*Request for Proposals*  
CAO Recruitment

**DRAFT**

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**V. CRITERIA USED FOR EVALUATION ..... 8**



## I. Scope

At its meeting of April 28, 2010, Mackenzie County Council directed administration to advertise for an executive search firm to assist in the recruitment and selection process for the position of Chief Administrative Officer (CAO) due to the upcoming retirement of the current CAO in early 2011.

The search firm will assist and advise Council on recruitment of qualified internal and external candidates, including but not limited to: advertising, interviewing, testing, reference checks and recommending preferred candidate(s) to Council.

The successful search firm will work under the direction of Council lead by the Reeve. It is extremely important to work with Council as a whole and all correspondence and dialogue will be through the Reeve or dealt with at a duly called Council meeting. Any deviation from this formal process will result in immediate termination of the consultant contract without notice or bonus.

**DRAFT**

## II. Explanation of Process

A Request for Proposals (RFP) is being made in order to engage an executive search firm to assist in the recruitment and selection process for the position of CAO.

### Responding to this proposal

In order to be considered, your written response must be submitted to Mackenzie County no later than 1:00 p.m. Tuesday, June 8, 2010 and should contain two (2) copies of the information as described in the Contents of Proposal section.

Proposals are to be submitted in a sealed envelope with the respondent's company name and proposal "**CAO Recruitment**" clearly stated on the envelope and addressed to:

Greg Newman, Reeve  
Mackenzie County  
Box 640, 4511-46<sup>th</sup> Avenue  
Fort Vermilion, AB T0H 1N0

### Contacts

For more information with respect to this request for proposal please contact:

Greg Newman, Reeve  
Tel: 780.927.3807; Cell: 780.821.3578  
Email: [greg@mackenziecounty.com](mailto:greg@mackenziecounty.com)

William (Bill) Kostiw, Chief Administrative Officer  
Tel: 780.927.3718; Cell: 780.841.1801  
Email: [bkostiw@mackenziecounty.com](mailto:bkostiw@mackenziecounty.com)

**DRAFT**

### III. Content of Proposal

**DRAFT**

As a guideline, the proposal should include:

#### Corporate Profile

Background on your firm and the relevant experience including profiles of individuals proposed to work on this project.

#### Research Philosophy

Provide information regarding your research philosophy, preferred approach/process and the relevant experience of working with Council on the selection process for a CAO position.

#### Proposed Fee for Services

Provide proposed breakdown of fees and related costs for this project. The County prefers a total fee for service pricing. Respondents are to provide an itemized listing of all fees and costs for this project with a stated total upset fee including all costs, reimbursements, travel, office and overhead expenses, all meetings, interviews and all other costs.

#### References

Minimum of three references and client list with examples of similar completed assignments.

#### Conflict of Interest

Provide any potential conflict of interest in accepting this assignment and/or explanation how such conflict would be managed.

Quality Guarantee

Provide specifics on the firm's "quality" guarantee.

Other

Provide any firm literature that you may consider appropriate.

***DRAFT***

#### **IV. Specific Responsibilities of the Firm**

1. Treating all candidates with the highest degree of professionalism, respect, and confidentiality.
2. Meet with Council to develop and finalize key selection criteria (may also include input from senior staff).
3. Develop position advertising for placement locally, provincially and nationally.
4. Review all applications, inclusive of recruited candidates, and present the total list to Council with ranking.
5. Assist Council in selecting up to top 3 candidates.
6. With Council input, develop and propose an interview process, questions and support the interview process.
7. Assist Council in the offer and finalization of an employment agreement with the successful candidate.
8. To fill the position by no later than November 1, 2010 and employment to begin January 1, 2011.
9. For the duration of the six (6) month probationary period, provide at no cost a "quality" guarantee and candidate replacement should he/she leave the employ of the County, and/or his/hers job performance is determined to be unsatisfactory in the opinion of Council.

**DRAFT**

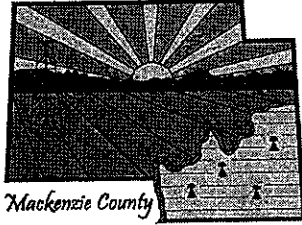
## V. Criteria Used for Evaluation of Consultant

The factors which will influence the decision regarding a possible successful proponent are as follows (total up to 100 points):

1. Prior experience of firm in conducting similar assignments (20 points).
2. Experience, qualifications, availability of specified team leads and members (10 points).
3. Proposed fees for services (20 points).
4. Reference checks (10 points).
5. Service guarantee (10 points).
6. Demonstrated ability of firm to meet the key components and timelines of the project, including the evaluation methodology used to short list candidates (10 points).
7. Results of interview (20 points).

Although the Mackenzie County intends to evaluate a firm's ability on the above criteria, the County reserves the right to weight the criteria as it sees fit and reserves the right to reject any or all of the proposals. Council may also seek advice from our solicitors and Municipal Affairs.

**DRAFT**



## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 11, 2010</b>
<b>Presented By:</b>	<b>William Kostiw, Chief Administrative Officer</b>
<b>Title:</b>	<b>Councillor Remuneration to Attend Forest Products Association of Canada Bio Pathways Meeting</b>

### BACKGROUND / PROPOSAL:

An invitation was extended to us to attend the Forest Products Association of Canada Bio Pathways Project meeting on April 21, 2010. Due to the short notice of this meeting there was no opportunity to obtain council approval to attend. Councillor Watson attended this meeting on behalf of Mackenzie County.

### OPTIONS & BENEFITS:

### COSTS & SOURCE OF FUNDING:

### RECOMMENDED ACTION:

That Councillor Watson be paid per diems and expenses for attending the Forest Products Association of Canada Bio Pathways meeting in Edmonton on April 21, 2010.

Author: C. Gabriel

Review by: \_\_\_\_\_

CAO 





## Carol Gabriel

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**From:** Jayson Kofluk [jayson.kofluk@footner.ca]  
**Sent:** Monday, April 19, 2010 10:13 AM  
**To:** Bill Kostiw  
**Subject:** FW: FPAC Bio Pathways Meeting Wednesday April 21  
**Attachments:** FPACbiopresinvite.doc

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**From:** Jayson Kofluk [mailto:jayson.kofluk@footner.ca]  
**Sent:** Wednesday, April 14, 2010 11:02 AM  
**To:** 'bkostiw@mackenziecounty.com'; 'Peter Ernst'  
**Subject:** FPAC Bio Pathways Meeting Wednesday April 21

Hello Bill and Peter

I am just wondering if both the Town and County are interested in attending this meeting on the 21.

I believe this would be a good information session for the Town, County and FFP in the forward movement of the bio energy and new technology.

If your groups are interested let me know as I can accommodate a few people in my truck for the travel down and I also can arrange hotel accommodations.

Thanks

Jayson

Presentation by

## **THE FOREST PRODUCTS ASSOCIATION OF CANADA**

### **Bio Pathways Project – Diversifying the Forest Industry**

April 21, 2010, 1:00 – 4:00 p.m.

Matrix Hotel, Edmonton

10640 100 Avenue

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The Forest Products Association of Canada (FPAC) together with the Alberta based members of the association invites municipal leaders to attend a presentation about the possibilities for the forest industry to embrace the emerging bio industry. We believe this overview will be of high interest to community leaders given the potential for a more diversified, higher valued sector that presents enhanced economic benefits in our communities.

In 2009, FPAC set out to help identify strategies to transform the forestry sector, separating fact from fiction, to provide the industry with better baseline information and a framework to gauge the best options for future investments. These research findings are intended to inform industrial innovations and also government officials.

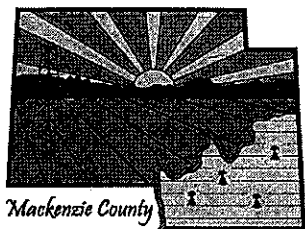
Investigators analyzed 16 traditional and 11 emerging bio-industries to assess how forest fibre could be substituted for petroleum to create forest-based fuels, bio-chemicals and other bio-products. Three lines of inquiry were pursued to:

- Gauge the market readiness of emerging technologies;
- Quantify the economic, social and environmental costs/benefits of existing and emerging bio-products in Canada
- Examine the economics of wood fibre supply.

This research process was carried out by research institutes, leading government, academic and industry authorities, as well as in-house and external FPAC experts to determine which bio-options are most viable.

Researchers analyzed each existing forestry product and new technology by region, the size of the operation and the business cycle. They assessed the financial, social and environmental impacts of each scenario to establish the best return on investment, the greatest jobs and GDP generators, and the lowest carbon footprint. This level of analysis has not been undertaken anywhere else in the world.

Please send RSVP to Tammy Lamoureux by April 19<sup>th</sup> via e-mail, [tlamoureux@athabascacounty.com](mailto:tlamoureux@athabascacounty.com)



## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 11, 2010</b>
<b>Presented By:</b>	<b>William Kostiw, Chief Administrative Officer</b>
<b>Title:</b>	<b>Premier's Visit Update</b>

### BACKGROUND / PROPOSAL:

See attached letter from the Premier in response to Mackenzie County's letter following the Premier's visit in March 2010.

### OPTIONS & BENEFITS:

### COSTS & SOURCE OF FUNDING:

### RECOMMENDED ACTION:

For discussion.

Author: C. Gabriel Review by: \_\_\_\_\_ CAO 



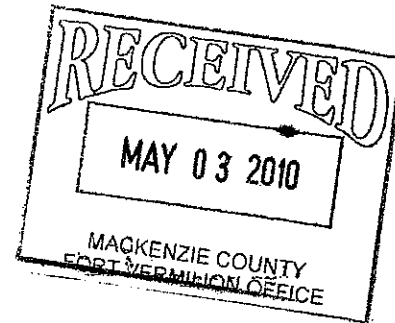


Premier of Alberta

*agenda RFD*

Office of the Premier  
Legislature Building  
Edmonton, Alberta  
Canada T5K 2B6  
Telephone 780 427 2251  
Fax 780 427 1349

April 22, 2010



Mr. Greg Newman  
Reeve  
Mackenzie County  
PO Box 640  
4511 - 46 Avenue  
Fort Vermilion AB T0H 1N0

Dear Mr. *Greg Newman*:

Thank you for your letter of April 14, 2010, in which you outline matters of concern to the Mackenzie Region as a follow-up to our recent discussions. The northwestern region of Alberta is important to our resource-driven economy, and your input is appreciated.

Because your correspondence raises a variety of issues that fall under the jurisdiction of several different government ministries, I have taken the liberty of forwarding your letter to the Ministers who are best able to respond in detail. I expect that you will receive replies from each of them in the near future.

Thank you again for writing and sharing your concerns.

Sincerely yours,

Ed Stelmach

ES/rw

cc: Honourable Ron Liepert  
Minister of Energy

Honourable Luke Ouellette  
Minister of Transportation

.../2



Freedom To Create. Spirit To Achieve.

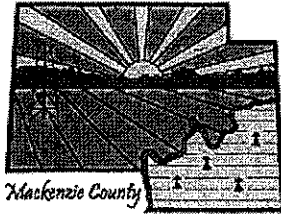
Honourable Mel Knight  
Minister of Sustainable Resource Development

Honourable Rob Renner  
Minister of Environment

Honourable Gene Zwozdesky  
Minister of Health and Wellness

Honourable Cindy Ady  
Minister of Tourism, Parks and Recreation

Honourable Frank Oberle  
Solicitor General and Minister of Public Security  
Member of the Legislative Assembly, Peace River



## *Mackenzie County*

P.O. Box 640, Fort Vermilion, AB T0H 1N0  
Phone (780) 927-3718 Fax (780) 927-4266  
www.mackenziecounty.com

April 14, 2010

The Honourable Ed Stelmach  
Premier of Alberta  
Room 307, Legislative Building  
10800 – 97<sup>th</sup> Avenue  
Edmonton, Alberta  
T5K 2B6

Dear Premier:

### **RE: MACKENZIE REGION VISIT**

We wish to thank you for taking time to visit the most north western region of Alberta, the quiet, real resource capital. We appreciate the meaningful dialogue we had during the visit and appreciate the personal support you and our MLA the Honourable Frank Oberle pledged to resolve matters.

The Primary Matters are:

1. Highway 88 paving – urgent to continue paving to enhance the route to Northwestern Alberta and Northwest Territories. Pavement will also greatly reduce the impact on the environment;
2. Enhanced oil recovery project in our region – Apache negotiations with the Province have stalled killing the “golden goose” for both the Province and the County. It seems some people in Alberta Energy bureaucracy answer to some higher authority than the Province and have no real interest in moving this project forward;
3. Land Use Planning (including the successful completion of the green zone/white zone swap which was started in 1996.) – this is very relevant to the Mackenzie region and access to more farmland is urgent. We also have real issues with cooperation from Alberta Environment staff in regards to road construction and maintenance;

...2

Other Matters:

4. Hospitals and health provision issues to the residents of our region are critical and need to be enhanced (specifically doctor and staff shortages);
5. Tompkins Ferry crossing improvements - exploring the feasibility of using a hover craft at the crossing versus upgrading the current ferry;
6. Wild Life Parks – the attempt to establish a wildland park in the Bistcho Lake area by the First Nations is totally out of context of the parks agenda as this is just an attempt to gain control of land and erode the municipal tax base. Also the management plan of the Caribou Mountain Wildland Park needs to be finalized with the concerns of the local people addressed as promised when this process was started;
7. Zama Access road – looking into a possibility of designating the road as a Secondary Highway as the province is the major resource revenue benefactor;
8. Highway 58 (West) – a new road construction in order for the heavy industrial traffic to bypass the main road going through the Town of High Level.

In conclusion, we sincerely thank you for your strong commitment to the Mackenzie Region and our concerns that affect all Albertans financially. We really look forward to hearing back from you at your earliest convenience. I may be contacted by telephone at (780) 821-3578 or through our Chief Administrative Officer, William Kostiw, at (780) 927-3718.

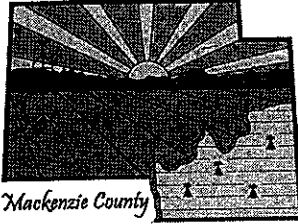
Sincerely,



Greg Newman  
Reeve

pc: Hon. Frank Oberle, Minister of Public Security, MLA, Peace Region  
Mackenzie County Council





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 11, 2010</b>
<b>Presented By:</b>	<b>William Kostiw, Chief Administrative Officer</b>
<b>Title:</b>	<b>Recreation Volunteer Recognition Awards</b>

### BACKGROUND / PROPOSAL:

See attached Recreation Volunteer Recognition Award Nomination Form. Four volunteers are recognized each year who have, through their commitment and dedication at a volunteer level, advanced the development of recreation in Alberta.

The deadline for submissions is June 25, 2010.

### OPTIONS & BENEFITS:

### COSTS & SOURCE OF FUNDING:

### RECOMMENDED ACTION:

For discussion.

Author: C. Gabriel

Review by: \_\_\_\_\_

CAO



**Government of Alberta** ■  
**Tourism, Parks and Recreation**

*ergonula*  
*FO*

Sport and Recreation Division  
Recreation Services Branch

905 Standard Life Centre  
10405 Jasper Avenue  
Edmonton AB T5J 4R7

Telephone (780) 427-6549  
Fax (780) 427-5140

April 20, 2010

Reeve Greg Newman and Councillors  
Mackenzie County  
PO Box 640  
Fort Vermilion AB T0H 1N0

Dear Reeve Newman and Councillors:

Alberta Tourism, Parks and Recreation, the Alberta Sport, Recreation, Parks and Wildlife Foundation and the Alberta Recreation and Parks Association (ARPA), are jointly sponsoring the **2010 Energize Workshop**.

The workshop will be hosted in conjunction with the ARPA Annual Conference, **October 21-23, 2010** at the Jasper Park Lodge, Jasper, Alberta. This annual workshop provides a forum for learning and networking for council members, recreation board members, administrators and other interested Albertans. Watch for the program brochure coming by mail in late June or early July!

The *Recreation Volunteer Recognition Awards* have been a part of Energize since 1977 and, to date, 189 outstanding Albertans have been recognized (see attached list of recipients). You have the opportunity to nominate an individual (or individuals) from your community who has made significant contributions to recreation development. Please read the attached nomination form, award criteria, and completion tips carefully to ensure that your nominee is given full credit for the volunteer work he/she has contributed. This information is also available on our website at [www.asrpwf.ca](http://www.asrpwf.ca) (under 'News and Events'). The deadline for submissions is **June 25, 2010**. Please mail or fax your completed nomination forms (with signature) to:

Mr. Chris Szabo  
Recreation Consultant  
Alberta Tourism, Parks and Recreation  
905 Standard Life Centre  
10405 Jasper Avenue  
Edmonton, Alberta T5J 4R7 Fax: (780) 427-5140

If you require additional information regarding the *Energize Workshop* or the *Recreation Volunteer Recognition Awards*, please contact Mr. Szabo directly in Edmonton at (780) 415-0276 (toll-free at 310-0000).

Sincerely,

*Bernie Mac Donald*

Bernie Mac Donald, Director  
Recreation Services Branch

*Brian Wright*

Brian Wright, Chair  
Energize Advisory Committee

Attachments



**RECREATION VOLUNTEER RECOGNITION AWARD  
NOMINATION FORM**

- ❖ Please review the Award Criteria **before** completing the Nomination form
- ❖ All information **must** be included on these forms (you may photocopy them as required)

**Nominee:** *individual being nominated*  
 please circle Mr. Mrs. Ms. Miss \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_ **Phone (bus.):** ( ) \_\_\_\_\_

**City/Town:** \_\_\_\_\_ **P.C.** \_\_\_\_\_ **(res.):** ( ) \_\_\_\_\_

**Occupation:** \_\_\_\_\_ **# years nominee has lived in community:** \_\_\_\_\_

**Contact Person:** *if additional information is required*  
 \_\_\_\_\_ **Phone:** ( ) \_\_\_\_\_

**Nomination Submitted by:** \_\_\_\_\_ **Phone (bus.):** ( ) \_\_\_\_\_

**Address:** \_\_\_\_\_ **(res.):** ( ) \_\_\_\_\_

\_\_\_\_\_ **P.C.** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Municipal Endorsement – Municipality:** \_\_\_\_\_

**Name:** \_\_\_\_\_ **Position/Title:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Phone (bus.):** ( ) \_\_\_\_\_

**A. Recreation Organization or Board Involvement** (do not include *non-recreation* involvement):

Name of Recreation Organization or Board	Description/Purpose <i>(maximum 1 sentence)</i>	Executive or Board Position Held	# of Years	Time Period <i>(specific yrs.)</i>
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				

**B. Recreation Events, Programs, Services, Facilities and/or Policies:**

Events <i>(recreation only)</i>	Volunteer Role	New Event? X for Yes	If Yes, was nominee involved in establishing the event? Y/N	Specific Contributions
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				

**C. Describe recreation involvement that is not included elsewhere on this form.**

**D. Describe the nominee's most significant *volunteer* contribution to *recreation* development and why you think he/she is qualified to receive an award.**





**Energize Awards**

Government  
of Alberta



## 2010 RECREATION VOLUNTEER RECOGNITION AWARD

### CRITERIA

*\*\* please review Award Criteria before completing the Nomination Form \*\**

At Energize 2010, Alberta Tourism, Parks and Recreation will recognize four volunteers who have, through their commitment and dedication at a volunteer level, advanced the development of recreation in Alberta. Please give serious consideration to nominating an individual from your area.

### AWARD CRITERIA

The following criteria will be used to review the nominations:

1. The nominee must be an Albertan who has made an outstanding contribution to **recreation** development at the **community level** in the Province of Alberta through:
  - a personal *volunteer* commitment to *recreation* development,
  - a consistent record of service to the public,
  - community leadership in *recreation*, and
  - active participation in a variety of *volunteer recreation* activities.
  - *coaching* will be considered at a lower scoring rate than other recreation development due to the coaching awards available through the Alberta Sport, Recreation, Parks and Wildlife Foundation award programs.
  - *officiating* may be included only if it is *volunteer* (many officials are paid). Please ensure this is clearly indicated on the nomination form.

**Do not include:**

  - *non-recreation* contributions.
  - involvement while the nominee was in a *paid position* (i.e. recreation professional or elected official).
2. *Volunteer* contributions made by the nominee to the organization, administration, planning or promotion of events/programs/services/facilities/policies *beyond the local level* will be considered and should be included.
3. Nominees are not required to have served on a Recreation Board to be eligible for the award (this recognizes that many communities no longer have recreation boards, but do have volunteers who make outstanding contributions in recreation at the community level).
4. Posthumous nominations will be accepted.
5. Previous *Recreation Volunteer Recognition Award* recipients are not eligible.
6. **Late nominations will not be accepted.** Please ensure nominations are faxed, emailed or postmarked by **June 25, 2010**.

## TIPS FOR COMPLETING THE NOMINATION FORM

1. Keep in mind that this is a **recreation** recognition award for **volunteers** (**do not** include non-recreational or non-volunteer involvement).  
Ensure the form is completed correctly and in its entirety. It would be advantageous to research your data with family members to ensure important details are not omitted.
2. Type (or print in black ink) all information on the nomination form provided (or on photocopies if additional space is required).  
**Do not** type or print outside the boxes on the form.  
**Do not** attach letters of support, photographs, newspaper articles, etc.
3. **Section A** -- the selection committee is likely unfamiliar with your community and its organizations. Therefore, please provide accurate, concise details.
  - *Name of Recreation Organization or Board* – include only organizations that the nominee was involved in at the executive or board level. **Do not** include any information if the nominee simply paid a membership fee and was considered an ‘active member’ of that organization without being involved in the operations or decision-making processes.
  - *Description/Purpose* – concisely describe the organization and/or its purpose.
  - *Executive or Board Position Held* – include the title of the position the nominee held while on the executive or board.
  - *# of Years* – include the number of years the nominee was on the executive or board. **Do not** include the years the nominee was involved with the organization to a lesser degree.
  - *Time Period* – include the actual years of service on the executive or Board (i.e. 1998-2007).
4. **Section B** – Provide details of the nominee’s role and contributions to the development of **recreation** events, programs, services, facilities, policies, etc.
  - *Events* – include events, programs, services, facilities, policies, etc.
    - Include each event on a separate line and only include *recreation* events.
    - Include previously established, as well as ‘new’ events.
  - *Volunteer Role* – key word is *volunteer*. Include a one or two-word title for the nominee’s role in this event.
  - *New Event?* – if the event is ‘new’, simply mark with an X.
  - *If yes, was nominee involved in establishing the event?*
    - if you X’ed the previous column and the nominee was involved in *establishing* the event, enter Yes in this column.
    - if he/she was not involved in establishing the event, but was involved in the organization or implementation, enter No in this column.
    - if you left the previous column blank, leave this column blank as well.
  - *Specific Contributions* – list the details of the nominee’s role in this event.
5. **Section C** – self-explanatory.
6. **Section D** – self-explanatory.





# Recreation Volunteer Recognition Award

## The Award

Alberta has a wide array of volunteers that help make our recreation and parks activities among the best in the country. To recognize these volunteers, Alberta Tourism, Parks and Recreation awards individuals who have, through their commitment and dedication, advanced the development of recreation in Alberta. The individuals who have received the *Recreation Volunteer Recognition Award* have made outstanding contributions at the community or municipal level through a personal commitment to recreation development, a consistent and continuous record of service to the public, community leadership in recreation, and active participation in a variety of volunteer recreation activities.

## Past Recipients

The *Recreation Volunteer Recognition Award* was initiated in 1977. Since that time, 189 individuals have been recognized for their involvement. They are:

### 2009

Don Kroetch, *Strome*  
Vaughn McGrath, *Fort Saskatchewan*  
Laverne Wilson, *Elk Point*  
Faith Zachar, *Pincher Creek*

### 2008

Dale Mudryk, *Leduc*  
Ken Sauer, *Medicine Hat*  
Gary Ward, *St. Paul*  
Jean Watson, *Wainwright*

### 2007

Doug Bassett, *Elk Point*  
Norm Champion, *Three Hills*  
Frank McEvoy, *Airdrie*  
Joyce Patten, *High River*

### 2006

Dennis Aspeslet, *High Level*  
John Bole, *Leduc*  
Michael McMurray, *Spruce Grove*  
Nicky Sereda, *Drumheller*

### 2005

Betty Mohr, *Strathcona County*  
John Palardy, *Olds*  
David Ramsey, *Millet*  
Jack Van Rijn, *Coaldale*

### 2004

Marvin Bjornstad, *Elk Point/St. Paul*  
Lovell McDonnell, *Medicine Hat*  
Jack McKinlay, *Consort*  
Elaine Muceniek, *Valleyview*

### 2003

Ed Marsh, *Ardrossan*  
Pat Gustafson, *Woking*  
Edward Berggren, *Bowden*  
Michelle Bourke, *Onoway*

### 2002

Lawrence Duperron, *Drayton Valley*  
Sharlene Lyczewski, *Bow Island*  
Gary Mills, *Pincher Creek*  
Bob Zahara, *Sexsmith*

### 2001

Ralph Courtorielle, *Grouard*  
Alder Greenslade, *Millet*  
Rick Horner, *Grande Prairie*  
Alfa Twidale, *Fort Vermilion*

### 2000

Victoria Belcourt, *Edson*  
Darcy Gruntman, *Rocky Mtn. House*  
Ian Martinot, *Whitecourt*  
Craig Volkman, *New Sarepta*

### 1999

Audrey Gall, *Nampa*  
Harold Knight, *Airdrie*  
John Logan, *Edmonton*  
Bill Nielsen, *Lacombe*

### 1998

Claire Brown, *Strathcona County*  
Bill Enticknap, *Rocky Mtn. House*  
Don Mosicki, *Leduc County*  
Bruce Willerton, *Wainwright*

### 1997

Oscar Blais, *Grande Prairie*  
Doug Johnson, *Endiang*  
Helmut (Chuck) Keller, *Westlock*  
Jean Lapointe, *Coaldale*

### 1996

Dale Currie, *Hinton*  
Judy Duncan, *Ft. Saskatchewan*  
Wanda Hamilton, *Millet*  
Shirley Hocken, *Red Deer*

### 1995

Elmer Watson, *Leduc*  
Harold Wilson, *Sherwood Park*  
Perky McCullough, *Grande Prairie*  
John Wakulchyk, *Iron River*

### 1993

Barbara Cloutier, *Falher*  
Walter Kuzio, *Thorsby\**  
Darryl McDonald, *Vulcan*  
Wilber Meunier, *Barrhead*  
Roger Morgan, *Peace River*  
Alice Sheen, *Cardston*  
John Simonot, *Calgary*  
Myrtle Smyth, *Leduc*

### 1991

Harvey Yoder, *Lac La Biche*  
Dennis Tink, *Grande Prairie*  
Howard Snyder, *Cardston*  
Tom Baldwin, *Grimshaw*  
Clara Berg, *Wainwright*  
Conrad Jean, *St. Paul*  
Donna Graham, *Vulcan*  
Dave Peters, *Delburne*

### 1990

James Adair, *Barrhead*  
Bill Elliot, *Wetaskiwin*  
Dorine Kuzma, *St. Paul*  
Elaine Nicolet, *Falher*  
Grace Wiest, *Consort*  
Hubert West, *Cardston*  
Leo Zelinski, *Whitecourt*  
Christina Jones

### 1989

Monica Chesney, *Ponoka*  
Terry Brennan, *Leduc*  
Lorraine Gair, *Vulcan*  
Kenton Riise, *Forestburg*  
George Patzer, *Hanna*  
Guy Coulombe, *Evansburg*  
Willard Brooks, *Cardston*  
Don Shultz, *Barrhead*

### 1988

Max Court, *Raymond*  
Thomas Forhan, *Eckville*  
Margaret Lounds, *Calgary*  
Bill Maxim, *Edmonton*  
Paul Schow, *Cardston*  
Adam Swabb, *Mundare*  
Dennis Zukiwsky, *St. Paul*

## 1987

Myrna Swanson, *Hughenden*  
Jim Roth, *Bow Island*  
Trudy Cockerill, *Ft. McMurray*  
Mike Karbonik, *Calmar*  
Rhea Jensen, *Cardston*  
Maurice Allarie, *Jarvie*  
Garret Funkhouser, *Olds*  
Leonard Turnbull, *Olds*

## 1986

Keith Gosling, *Calgary*  
Dennis Allen, *Edson*  
Betty Garvey, *Barrhead*  
Leonard Scott, *Waskatenau*  
Fred Mellen, *Bow Island*  
Bert Knibbs, *Bow Island*  
Dick Charnney, *Hayter*  
Roy Elmer, *Vulcan*

## 1985

Karen Fetterly, *Grande Prairie*  
Jules Van Brabant, *St. Paul*  
Bob Stewart, *Stettler*  
Arlaine Monaghan, *Winterburn*  
Robert Erickson, *Botha*  
Charlotte Potter, *Onoway*  
Warren Lewis Smith, *Olds*  
Leroy Walker, *Cardston*  
Ann Steffes, *Edson*

## 1984

Sharon Eshleman, *Fox Creek*  
John McDonnell, *St. Albert*  
Kathy Clarke, *Thorhild*  
Glen Oakford, *Hythe*  
Dianne Garratt, *Slave Lake*  
Mike Hodgins, *Edmonton*  
Norman Sheen, *Cardston*  
Vi Wavrecan, *Coleman*

## 1983

George Fraser, *Gibbons*  
Walter Scott, *Vermilion*  
Campbell Maxwell, *Devon*  
Marilyn Haley, *Innisfail*  
William Kother, *Mayerthorpe*  
Gordon Luchia, *Nobelford*  
Berniece Harwood, *Strathmore*  
George Whitehead, *Lethbridge*

## 1982

Hugh Redford, *Cardston*  
Jack MacAulay, *Banff*  
Joyce Hodgson, *Innisfail*  
Jean MacDonald, *Erskine*  
Bob Lehman, *Onoway*  
Ken Millar, *New Sarepta*  
Vern Jones, *Beaverlodge*  
Rod Hyde, *Fort McKay*

## 1981

Clarence Truckey, *Westlock*  
Marg Southern, *Calgary*  
Allan Shenfield, *Spruce Grove*  
Kenneth Morgan, *Carbon*  
Bill Marshall, *Sherwood Park*  
John Maczala, *Nampa*  
Catherine Ford, *Edmonton*  
Keith Everitt, *Sturgeon*

## 1980

Erwin Bako, *Edmonton*  
Dave Clause, *Rocky Mtn House*  
Bernice Heiberg, *Kingman*  
Daniel Law, *Fort McMurray*  
Deloy Leavitt, *Cardston*  
Bill Salt, *Calgary*  
Betty Sewall, *Brooks*  
Harry Stuber, *Big Valley*

## 1979

Phyl Burt, *Rocky Mtn. House*  
Jim Kyle, *MD of Sturgeon*  
Arlene Meldrum, *Edmonton*  
Elsie Milne, *Fort MacLeod*  
Pat Ryan, *Calgary*  
Phyllis Schnick, *Warburg*  
Logan Sherris, *Nampa*

## 1978

Don McColl, *Edmonton*  
Clarence McGonigle, *Cochrane*  
William Large, *Czar*  
Mary Dixon, *Grimshaw*  
Jerry Rejman, *Coleman*  
Ethel Taylor, *Red Deer*  
Jack Krecsy, *Banff*  
Laura Morgan, *Didsbury*  
Theodore Westling, *Breton*  
Hope Pickard, *Calgary*  
Andy Graspointer, *Milk River \**

## 1977

Elsie McFarland, *Edmonton*  
Don Moore, *Red Deer*  
George Talbot, *Rocky Mtn. House*  
Jack Riddel, *Edmonton*  
Ted Van Biezen, *Three Hills*  
Roy Blais, *Taber*  
Jack Boddington, *Edmonton*

\* Awarded Posthumously



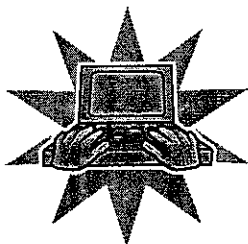
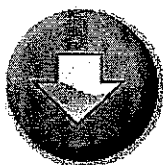
**Energize Awards**

Government  
of Alberta



## RECREATION VOLUNTEER RECOGNITION AWARD

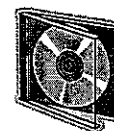
### Completing the Recreation Volunteer Recognition Award Nomination Form Electronically ...



[www.asrpf.ca](http://www.asrpf.ca)



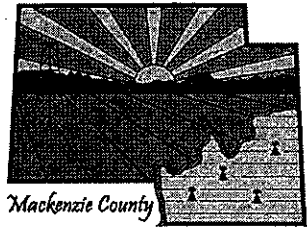
- The nomination form can be downloaded from the above government website, allowing you to complete it electronically. However, due to the **signature requirement**, you will be unable to submit it electronically.
- This document has been saved as a Microsoft Word document.
- To move between the fields, use the “tab” key or the “arrow” keys (using the “enter” key will create a new line).
- In Section D, 11-12 lines are available to enter your information. If a substantial amount of information is entered in Sections A, B and C, the tables will shift to the next page(s). This will not affect the number of lines available in Section D as they, in turn, will shift to a new page.
- After entering all the information, print the completed form, have it **signed**, and **fax or mail** it to:



Mr. Chris Szabo  
 Recreation Consultant  
 Alberta Tourism, Parks and Recreation  
 Recreation Services Branch  
 905 Standard Life Centre  
 10405 Jasper Avenue  
 Edmonton, Alberta T5J 4R7 Fax: (780) 427-5140







# MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 11, 2010</b>
<b>Presented By:</b>	<b>William Kostiw, Chief Administrative Officer</b>
<b>Title:</b>	<b>Minister's Awards for Municipal Excellence</b>

**BACKGROUND / PROPOSAL:**

See attached letter from the Minister of Municipal Affairs regarding the Minister's awards for municipal excellence.

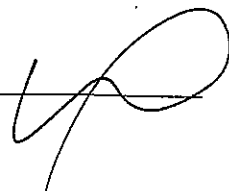
The deadline for submissions is June 25, 2010.

**OPTIONS & BENEFITS:**

**COSTS & SOURCE OF FUNDING:**

**RECOMMENDED ACTION:**

For discussion.

Author: C. Gabriel Review by: \_\_\_\_\_ CAO 



*Next agenda*



ALBERTA  
MUNICIPAL AFFAIRS

Office of the Minister  
MLA, Dunvegan - Central Peace

AR45905

April 20, 2010

Reeve Greg Newman  
Mackenzie County  
PO Box 640  
Fort Vermilion, AB T0H 1N0

Dear Reeve Newman:

I am pleased to invite Mackenzie County to provide submissions for the ninth annual Minister's Awards for Municipal Excellence, which formally recognize local government excellence and promote knowledge sharing among municipalities. These awards offer an opportunity to recognize the truly great work being done by local governments in Alberta.

An independent review committee, comprised of representatives from various municipal associations, will recommend award recipients in four categories:

- Innovation Award – recognizes a leading practice embodying the first use of an idea in a municipal context in Alberta;
- Partnership Award – recognizes a leading municipal practice involving consultation, co-ordination, and co-operation with other municipalities, jurisdictions; or organizations;
- Safe Communities Award – recognizes a leading practice that promotes or improves public safety in municipalities;
- Smaller Municipalities Award – recognizes the innovative practices developed by communities with less than 2,500 residents; and
- Outstanding Achievement Award – recognizes a municipality or municipal partnership that has helped to inspire action and change that has benefited local government practices in Alberta. *This award, chosen by the review committee, recognizes the best submission from the other categories.*

.../2

*Alberta*

Reeve Greg Newman

Page 2

Submission forms and additional details are available on the Municipal Excellence Network website at [www.menet.ab.ca](http://www.menet.ab.ca). The submission deadline is June 25, 2010.

I encourage you to share your success stories, and I look forward to celebrating these successes with your communities and your neighbours!

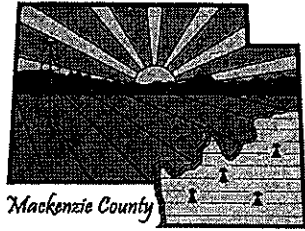
If you have any questions regarding the Minister's Awards for Municipal Excellence or the Municipal Excellence Network, please contact the Municipal Excellence team at 780-427-2225, toll-free by first dialing 310-0000, or by e-mail at [menet@gov.ab.ca](mailto:menet@gov.ab.ca).

Sincerely,

A handwritten signature in black ink, appearing to read "Hector Goudreau". The signature is fluid and cursive, written over a light blue horizontal line.

Hector Goudreau  
Minister of Municipal Affairs  
MLA, Dunvegan-Central Peace





# MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 11, 2010</b>
<b>Presented By:</b>	<b>William Kostiw, Chief Administrative Officer</b>
<b>Title:</b>	<b>Seniors' Week 2010 - Proclamation</b>

**BACKGROUND / PROPOSAL:**

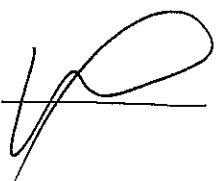
The Seniors Advisory Council for Alberta is requesting our formal recognition of Seniors' Week from June 7 – 13, 2010.

**OPTIONS & BENEFITS:**

**COSTS & SOURCE OF FUNDING:**

**RECOMMENDED ACTION:**

That Mackenzie County proclaims June 7 – 13, 2010 to be Seniors' Week.

Author: C. Gabriel Review by: \_\_\_\_\_ CAO 





*May RFD*

c/o Alberta Seniors and Community Supports  
600, Standard Life Centre  
10405 Jasper Avenue NW  
Edmonton, Alberta, Canada T5J 4R7

Telephone 780/422-2321  
Fax 780/422-8762  
Email: [saca@gov.ab.ca](mailto:saca@gov.ab.ca)

AC0718

March 26, 2010

Mr. Greg Newman  
Mackenzie County  
PO Box 640  
Fort Vermilion, Alberta  
T0H 1N0

Dear ~~Reeve~~ <sup>Greg</sup> Newman;

Alberta is preparing to honour its seniors once again during Seniors' Week 2010 in June. As Chair of the Seniors Advisory Council for Alberta, I am pleased to request your community's formal recognition of this important celebration from June 7 to 13, 2010.

Enclosed you will find a Municipal Proclamation produced by the Ministry of Seniors and Community Supports and the Council. This proclamation was designed to encourage communities to recognize Seniors' Week, generating a greater awareness of the contributions of seniors in our communities.

We appreciate your consideration of this request, and I sincerely hope that you decide to proclaim June 7-13, 2010 as Seniors' Week. Should your Municipal Council proclaim Seniors' Week, our Council would like to register it on our Seniors' Week website.

Please fax or e-mail the confirmation of your proclamation to the Seniors Advisory Council for Alberta prior to May 27, 2010, to ensure that your proclamation will be published on the Council's website. The Council's fax number is: 780-422-8762.

I hope that you will join us in celebrating the Seniors' Week 2010!

Sincerely,

Dave Quest, MLA  
Chair

Enclosure



# Proclamation

## Seniors' Week 2010

*In honour of the past, present and future contributions of the seniors of this community and throughout Alberta, I do hereby proclaim June 7 – 13, 2010, to be "Seniors' Week."*

Dated this \_\_\_\_\_ Day of \_\_\_\_\_, 2010, in \_\_\_\_\_

Mayor/Reeve

A handwritten signature in black ink, appearing to read "Dave Quest", written over a horizontal line.

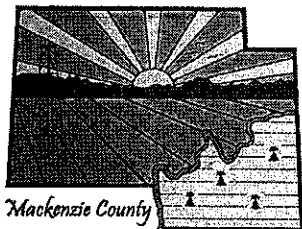
Dave Quest  
Chair, Seniors Advisory Council for Alberta  
MLA, Strathcona

A handwritten signature in black ink, appearing to read "Mary Anne Jablonski", written over a horizontal line.

Honourable Mary Anne Jablonski  
Minister of Seniors and Community Supports

A stylized graphic of a mountain range with a cloudy sky above it, rendered in a high-contrast, grainy black and white style.

Alberta



## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 11, 2010</b>
<b>Presented By:</b>	<b>William Kostiw, Chief Administrative Officer</b>
<b>Title:</b>	<b>Mighty Peace Tourist Association Member at Large Position</b>

### BACKGROUND / PROPOSAL:

The attached advertisement was placed in the newspaper for a two week period. To date no applications have been received.

Administration will continue to advertise this position in the County Image as well as one edition of the Big Deal Bulletin in hopes to find someone interested in sitting on this Board.

### OPTIONS & BENEFITS:

### COSTS & SOURCE OF FUNDING:

### RECOMMENDED ACTION:

That the Mighty Peace Tourist Association member at large position update be received for information.

Author: C. Gabriel Review by: \_\_\_\_\_ CAO





## **MEMBER AT LARGE POSITIONS AVAILABLE**

Mackenzie County is looking for individuals to sit on the following Boards:

### **Tompkins Fire Hall/Public Works Shop Construction Committee 2 Positions**

It is the responsibility of the Tompkins Fire Hall/Public Works Shop Construction Committee to facilitate the design and development of the public works shop/fire hall in the Tompkins area. For more information regarding this committee please contact John Klassen, Director of Operations South at (780) 928-3983.

### **Mighty Peace Tourist Association 1 Position**

The main goal of the Mighty Peace Tourist Association is to increase awareness and promote tourism in our region. Meetings are held quarterly or as needed.

If you have an interest in tourism and in sitting on this Board please contact Councillor Peter F. Braun for more information at (780) 926-6238.

All appointments will be made by County Council. Members-at-large, appointed to council committees, are paid a per diem according to the current Honorarium and Expense bylaw.

To apply, please submit a letter of application outlining relevant experience and background information to:

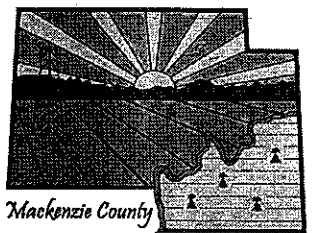
Carol Gabriel, Executive Assistant  
Mackenzie County  
P.O. Box 640, Fort Vermilion, AB T0H 1N0  
[cgabriel@mackenziecounty.com](mailto:cgabriel@mackenziecounty.com)  
Phone: (780) 927-3718 Fax: (780) 927-4266

In order to qualify, you must be a taxpayer of Mackenzie County and be at least 18 years of age.

**Deadline for applications is Monday, May 3, 2010.**







# MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 11, 2010</b>
<b>Presented By:</b>	<b>William Kostiw, Chief Administrative Officer</b>
<b>Title:</b>	<b>Tri-Council Meeting</b>

**BACKGROUND / PROPOSAL:**

See attached invitation from the Town of High Level to attend an informal dinner meeting with the Town of High Level and the Town of Rainbow Lake on May 26, 2010 at 7:00 p.m. in High Level.

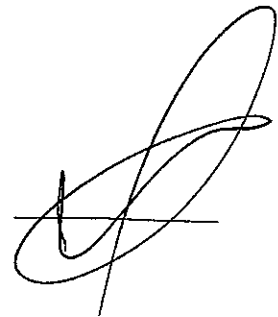
Please note that a Regular Council meeting is scheduled for May 26<sup>th</sup> at 4:00 p.m. which is being held in La Crete.

**OPTIONS & BENEFITS:**

**COSTS & SOURCE OF FUNDING:**

**RECOMMENDED ACTION:**

For discussion.

**Author:** C. Gabriel **Review by:** \_\_\_\_\_ **CAO** 





TOWN OF  
**HIGH LEVEL**

Town of High Level  
10511 - 103<sup>rd</sup> Street  
High Level, AB T0H 1Z0  
Canada

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

OFFICE OF THE MAYOR

Wednesday, April 28, 2010

Mackenzie County  
Box 640  
Fort Vermilion, AB  
T0H 1N0

Dear Reeve and Council,

The Town of High Level Council would like to invite Mackenzie County Council to attend an informal dinner meeting involving the Town of High Level, Town of Rainbow Lake and Mackenzie County Councils on May 26<sup>th</sup>, 2010 at 7:00pm in High Level.

The purpose of this meeting is to discuss and strategize on mutual regional issues. We would like your input on determining discussion items for the agenda for this meeting.

Should you wish to attend, please reply with the names of your attendees and your agenda items to the Town of High Level by May 19<sup>th</sup>, 2010.

Should you have any questions please call the Town of High Level at (780) 926-2201.

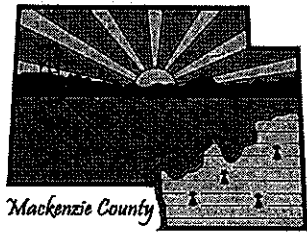
Yours truly,

Peter Ernst  
Mayor

cc: Town of Rainbow Lake

*Gateway To The South*





# MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 11, 2010</b>
<b>Presented By:</b>	<b>John Klassen, Director of Operations-South</b>
<b>Title:</b>	<b>Tompkins Fire Hall/Public Works Shop Construction Task Force Committee – Appointment of Members at Large</b>

**BACKGROUND / PROPOSAL:**

Mackenzie County is in the process of building a Fire Hall/Public Works Shop at Tompkins which has been budgeted for 2010. A committee has been formed to assist with planning and development.

The two positions were advertised in the local paper for two weeks. Henry Driedger and Frank Dyck have both requested to sit on the Tompkins Fire Hall/Public Works Shop Committee as members at large.

**OPTIONS & BENEFITS:**


To assist in the planning and development of the Tompkins Fire Hall/Public Works Shop.

**COSTS & SOURCE OF FUNDING:**

N/A

**RECOMMENDED ACTION:**

That Henry Driedger and Frank Dyck be appointed as Members at Large to the Tompkins Fire Hall/Public Works Shop Construction Task Force Committee.

**Author:** Pauline Short      **Review By:** \_\_\_\_\_ **CAO** 



Friday, March 26, 2010

To: John Klassen

Re: Tompkins Firehall Committee

I, Henry Driedger, am interested on sitting on the Tompkins Firehall Committee as a member at large. I reside in Tompkins and am a teacher at the Bluehills Community School in the Fort Vermillion School Division. I have been involved with the fire department for six (6) years and also am a registered Emergency Medical Responder (EMR) with the Albert College of Paramedics (ACP).

If you have any questions please feel free to contact me at any time.

Sincerely Thank-you,

  
Henry Driedger

Home ph. 780-928-4787

Work ph. 780-928-3632

Work fax. 780-928-2298

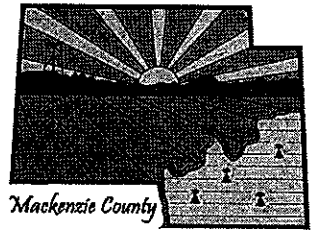
Mackenzie County

I, Frank Dyck, of Tompkins, request to sit on the task force Committee as a public member for the Tompkins fire Hall.

Dated March 31, 2010

Frank Dyck





# MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 11, 2010</b>
<b>Presented By:</b>	<b>William Kostiw, Chief Administrative Officer</b>
<b>Title:</b>	<b>Tompkins Crossing</b>

**BACKGROUND / PROPOSAL:**

Discussion item.

**OPTIONS & BENEFITS:**

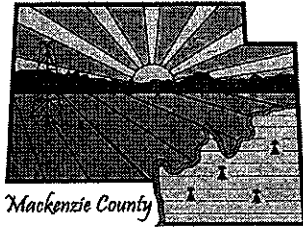
**COSTS & SOURCE OF FUNDING:**

**RECOMMENDED ACTION:**

That Council advise Alberta Transportation that the County's preferred fix for the Tompkins summer crossing is a hoverbarge.

**Author:** C. Gabriel      **Review by:** \_\_\_\_\_ **CAO** 





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	Regular Council Meeting
<b>Meeting Date:</b>	May 11, 2010
<b>Presented By:</b>	William Kostiw, Chief Administrative Officer
<b>Title:</b>	Dust Control

### BACKGROUND / PROPOSAL:

Discussion item. A copy of Policy PW009 Dust Control and Fee Schedule Bylaw 733/09 are attached for information.

### OPTIONS & BENEFITS:

### COSTS & SOURCE OF FUNDING:

### RECOMMENDED ACTION:

For discussion.

Author: C. Gabriel Review by: \_\_\_\_\_ CAO 



## Mackenzie County

Title	DUST CONTROL	Policy No:	PW009
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Legislation Reference	Municipal Government Act, Section 18
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<b>Purpose</b> To establish the procedures and standards for dust control on municipal roads.
--

### Policy Statement and Guidelines

#### 1. Definitions:

For the purpose of this Policy terms shall be defined as follows:

- a) A Senior Citizen residence is a residence where the adults are over the age of 65.
- b) High Traffic Roads are those gravel surfaced roads which are through roads or have a minimum of 4 residences that travel past the applicant's property.
- c) Property Owners are those private residents that own property in the County that is fronted by a municipal road. Dust Control may ONLY be applied on the municipal road fronting the applicant's property.

#### 2. Dust control is primarily the responsibility of the Property Owner.

- a) The municipality shall apply dust control at their own cost on an annual basis, provided there is funding in the budget, in the following areas:
  - i) Hamlet Residential (excluding Hamlet Country Residential)
  - ii) Hamlet Commercial
  - iii) Hamlet Industrial
  - iv) High traffic zones within the hamlets
  - v) School zones
  - vi) 1 passing zone every 30 km and at major intersections along M.D. roads built to provincial highway standards.
- b) The municipality shall consider extending their dust control service on municipal roads to Property Owners at a fee established by the Fee Schedule Bylaw. This dust control service would be in either Calcium Chloride or DL 10-40. The length of application would be a maximum of 200 linear meters.
- c) Rural commercial/industrial ventures must apply dust control, at their own cost, to problem areas as determined by the municipality. Non-compliance of this policy shall result in the area being serviced by the municipality on a full cost recovery

basis.

3. Dust Control for Seniors

- a) Once annually and at the municipality's expense, the municipality may provide dust control for Senior Citizens who live adjacent to high traffic gravel surfaced roads. All residents at the site must be senior citizens for the site to qualify under this policy. The residence must be within 100 meters from the roadway.

4. Type of Dust Control Application

- a) Unless approved otherwise, the municipality's dust control agents shall be applied once in late spring. The application shall be as determined by the municipality. For DL 10-40 this is normally 2 liters per square meter. For Calcium Chloride this is normally 2 liters per square meter.
- b) The municipality shall consider the impact on the environment and the financial resources available when it chooses dust control agents. Dust control agents must be approved by the appropriate government agency and be used in accordance with any relevant regulations and specifications.
- c) The municipality may authorize petroleum companies to spread oily by-products on municipal roads provided that
  - (i) the petroleum company has authorization from Alberta Environmental Protection, and other appropriate government agencies,
  - (ii) the application can be coordinated with municipal road maintenance programs, and
  - (iii) the application will not harm the road.

5. Advertising

- a) A notice in the local newspaper in the spring prior to the establishment of the dust control program shall advise the ratepayers of this policy, its costs, and the procedure to have a dust control product applied on a road.
- b) Application forms for the first dust control application shall be submitted by May 30 annually. Further dust control requests will be accommodated by the County if and when possible.

	Date	Resolution Number
Approved	Sept 5/00	00-489
Amended	May 7/02	02-314
Amended	June 12/03	03-387
Amended	December 2/03	03-588
Amended	May 25, 2005	05-285
Amended	May 8, 2007	07-426

**BYLAW NO. 733/09**

**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 Service Fee Schedule be amended to read as follows:

<b>Item</b>	<b>Amount</b>	<b>GST</b>
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
Area Structure Plan	\$15.00	Applicable
Municipal Development Plan	\$25.00	Applicable

Item	Amount	GST
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
Boardroom Rental (no charge to non-profit community groups)	\$50.00/day	Applicable
Council or other Board Minutes	\$5.00/set	Applicable
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	
Sanding Unit & Tandem Truck	\$110.00/hr., min. chg.-1/2 hr	Applicable
Alberta Agriculture's Irrigation Pump/Pipe	\$300.00/48 hours \$100.00/each additional 24 hours	Applicable
75 HP Tractor Mower 15'	\$55.00 per hour (minimum charge 1/2 hr.)	Applicable



Item	Amount	GST
35 HP Tractor Mower 6'	\$35.00 per hour (minimum charge ½ hr.)	Applicable
Weed Eater	\$20.00 per hour (minimum charge ½ hr.)	Applicable
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

2. 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, less 20%.
3. 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.
4. This bylaw revokes all previous bylaws with fees pertaining to fees in this bylaw.
5. In the event that this bylaw is in conflict with any other bylaw, this bylaw shall have paramountcy.

READ a first time this 8<sup>th</sup> day of September, 2009.

READ a second time this 8<sup>th</sup> day of September, 2009.

READ a third time and finally passed this 23<sup>rd</sup> day of September, 2009.

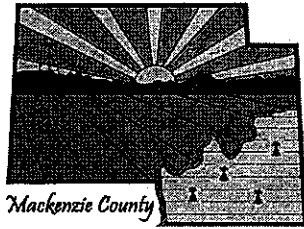
(original signed)

\_\_\_\_\_  
Greg Newman  
Reeve

(original signed)

\_\_\_\_\_  
William Kostiw  
Chief Administrative Officer





## MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 11, 2010</b>
<b>Presented By:</b>	<b>William Kostiw, Chief Administrative Officer</b>
<b>Title:</b>	<b>Rural Water</b>

### **BACKGROUND / PROPOSAL:**

Council has been researching options for rural water for many years with a vision to provide water to the majority of rural residents on a phased in basis.

### **OPTIONS & BENEFITS:**

The benefits are high quality water to County ratepayers.

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

As per 2010 budget and multi-year plan.

### **RECOMMENDED ACTION:**

That Council instruct administration to proceed to final design and tender with line sizes as optional and the most direct route option.

Author: W. Kostiw

Review by: \_\_\_\_\_

CAO





**MACKENZIE COUNTY WATER SYSTEM  
SUMMARY**

Alignment 1 59km	Waterline	Cost Estimate	Total Residences	Potential Services along Mainline*	Services / km	Cost / Service
100% Services	8" HDPE	\$ 4,483,743	590	241	4.08	\$ 18,604.74
60% Services	6" HDPE	\$ 4,181,958	354	145	2.45	\$ 28,841.09
Alignment 2 49km						
100% Services	8" HDPE	\$ 3,921,093	590	191	3.90	\$ 20,529.28
60% Services	6" HDPE	\$ 3,670,458	354	115	2.34	\$ 31,917.03

\* Potential Services are defined as residences within 1.6km distance of the Mainline



**MACKENZIE COUNTY WATER SYSTEM**

**Cost Estimate - Alignment #1 - 59km - 8" Waterline By Horizontal Directional Drilling (HDD)**

		<b>Unit</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Total</b>
1.00	Booster Station	l.s.	2	\$ 200,000	\$ 400,000
2.00	Water Treatment Plants Upgrades	l.s.	2	\$ 50,000	\$ 100,000
3.00	Main Waterline	km	59	\$ 51,150	\$ 3,017,850
4.00	Service Connections	l.s.	83	\$ 2,400	\$ 199,200

Sub-total \$3,717,050

Note: This estimate is for budgetary purposes only and is subject to unanticipated scope change, environmental, regulatory, and contractual issues.

**Total Estimated Construction \$3,717,050**  
Contingencies 10% \$371,705  
Design Engineering \$394,988

**TOTAL ESTIMATED COST \$4,483,743**

**TAREK SAMAN, P.ENG**

Estimate By

**April 30th 2010**

Date

\* Engineering does not include Construction Administration



**MACKENZIE COUNTY WATER SYSTEM**

**Cost Estimate - Alignment #2 - 49km - 8" Waterline By Horizontal Directional Drilling (HDD)**

		Unit	Quantity	Unit Price	Total
1.00	Booster Station	l.s.	2	\$ 200,000	\$ 400,000
2.00	Water Treatment Plants Upgrades	l.s.	2	\$ 50,000	\$ 100,000
3.00	Main Waterline	km	49	\$ 51,150	\$ 2,506,350
4.00	Service Connections	l.s.	83	\$ 2,400	\$ 199,200

Sub-total \$3,205,550

Note: This estimate is for budgetary purposes only and is subject to unanticipated scope change, environmental, regulatory, and contractual issues.

**Total Estimated Construction \$3,205,550**

Contingencies 10% \$320,555

Design Engineering \$394,988

**TOTAL ESTIMATED COST \$3,921,093**

**TAREK SAMAN, P.ENG**

Estimate By

**April 30th 2010**

Date

\* Engineering does not include Construction Administration



**MACKENZIE COUNTY WATER SYSTEM**

**Cost Estimate - Alignment #1 - 59km - 6" Waterline By Horizontal Directional Drilling (HDD)**

		Unit	Quantity	Unit Price	Total
1.00	Booster Station	l.s.	2	\$ 200,000	\$ 400,000
2.00	Water Treatment Plants Upgrades	l.s.	2	\$ 50,000	\$ 100,000
3.00	Main Waterline	km	59	\$ 46,500	\$ 2,743,500
4.00	Service Connections	l.s.	83	\$ 2,400	\$ 199,200

Sub-total \$3,442,700

Note: This estimate is for budgetary purposes only and is subject to unanticipated scope change, environmental, regulatory, and contractual issues.

**Total Estimated Construction \$3,442,700**

Contingencies 10% \$344,270

Design Engineering \$394,988

**TOTAL ESTIMATED COST \$4,181,958**

April 30th 2010

Date

TAREK SAMAN, P.ENG

Estimate By

\* Engineering does not include Construction Administration





**MACKENZIE COUNTY WATER SYSTEM**

**Cost Estimate - Alignment #2 - 49km - 6" Waterline By Horizontal Directional Drilling (HDD)**

		Unit	Quantity	Unit Price	Total
1.00	Booster Station	l.s.	2	\$ 200,000	\$ 400,000
2.00	Water Treatment Plants Upgrades	l.s.	2	\$ 50,000	\$ 100,000
3.00	Main Waterline	km	49	\$ 46,500	\$ 2,278,500
4.00	Service Connections	l.s.	83	\$ 2,400	\$ 199,200
Sub-total					\$2,977,700

Note: This estimate is for budgetary purposes only and is subject to unanticipated scope change, environmental, regulatory, and contractual issues.

<b>Total Estimated Construction</b>	<b>\$2,977,700</b>
Contingencies 10%	\$297,770
Design Engineering	\$394,988
<b>TOTAL ESTIMATED COST</b>	<b>\$3,670,458</b>

TAREK SAMAN, P.ENG  
Estimate By

April 30th 2010  
Date

\* Engineering does not include Construction Administration







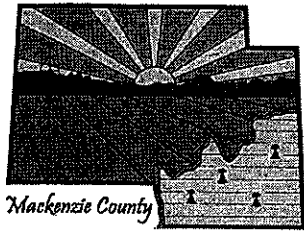
**Mackenzie County  
Multi-year capital plan (DRAFT)**

Please note that the plan includes some of the major projects from the 2009 project list. This is done in order to show comparatively the magnitude of work scheduled for 2009 and future years.

LC - La Crete; FV - Fort Vermillion; BH - Blue Hills; RL - Rocky Lane

Category	Sub-Category/Location	Description/Location	Planned activities	Total	Grants or other funding	2009	2010	2011	2012	2013	2014	2015
<b>Rural Water Line</b>												
Rural	Phase I		Engineering and design	\$287,539		\$87,539	\$200,000					
Rural	Phase II		Construction to 94th Avenue	\$25,000			\$25,000					
Rural	Phase III		Fort Vermillion to 88 Connector	\$3,500,000			\$3,500,000					
Rural	Phase IV		La Crete to Bluehills	\$2,000,000				\$2,000,000				
Rural	Phase V		88 Connector to Tall Cree	\$3,000,000					\$3,000,000			
Rural	Phase VI		La Crete to 88 Connector	\$2,000,000						\$2,000,000		
Rural	Phase VII		Fort Vermillion to Boyer	\$2,400,000							\$2,400,000	
Rural	Phase VIII		High Level to rural High Level	\$1,500,000								\$1,500,000
<b>Total Rural Water Line</b>				<b>\$14,712,539</b>	<b>\$0</b>	<b>\$87,539</b>	<b>\$3,725,000</b>	<b>\$2,000,000</b>	<b>\$3,000,000</b>	<b>\$2,000,000</b>	<b>\$2,400,000</b>	<b>\$1,500,000</b>





# MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 11, 2010</b>
<b>Presented By:</b>	<b>William Kostiw, Chief Administrative Officer</b>
<b>Title:</b>	<b>AJA Friesen</b>

**BACKGROUND / PROPOSAL:**

This project has been a long term challenge and I think we finally have it nailed down and are proceeding to tender.

**OPTIONS & BENEFITS:**

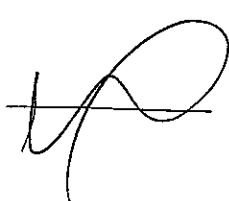
The benefit is good storm water control for a large area of farm land and the La Crete waste water outfall.

**COSTS & SOURCE OF FUNDING:**

2010 budget

**RECOMMENDED ACTION:**

That the AJA Friesen project update be received for information.

Author: W. Kostiw Review by: \_\_\_\_\_ CAO 





## Carol Gabriel

---

**From:** Terry Sawchuk (AENV) [Terry.Sawchuk@gov.ab.ca]  
**Sent:** Tuesday, May 04, 2010 3:57 PM  
**To:** Bill Kostiw  
**Cc:** Gary Sasseville  
**Subject:** AJA Friesen Drainage

Hi Bill -

As follow up to our telephone conversation this morning I would like to confirm Alberta Environment's requirements to proceed with processing the Water Act approval for the project. Following review of the preliminary conceptual plan put forward by Genivar, and discussions with the consultants in January of 2010, it was agreed that there could be some modifications to the lower end of the project to minimize the amount of activity in the crown land section and, hopefully save some project dollars by lessening the length and depth of the required channel. It was my understanding that there would be some changes made to the downstream portions of the project design and detailed designs (including profiles, road and access crossing designs and tie-ins to the existing drainage channels), would be finalized and be submitted as the basis for the Water Act approval.

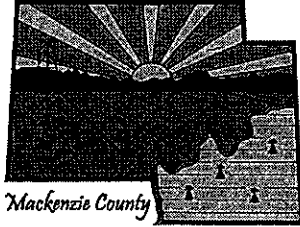
It should also be restated that the County is responsible to ensure that all right-of-way and easements are obtained to allow for the construction and maintenance of the project on both Crown and private land. There is also a public notification process for the project to allow any affected parties the opportunity to review and state any concerns they may have with the proposal. If all of the access agreements are in place, you may choose to request a waiving of the advertising requirement based on the fact that landowners are aware and agree with the proposal.

If you have any questions or wish to discuss this further you can contact me directly.

Terry Sawchuk  
Water Technologist

Northern Region  
Environmental Management  
Alberta Environment  
9621 96 Ave  
Peace River AB T8S 1T4  
Tel (780) 624-6239 Fax (780) 624-6335





# MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 11, 2010</b>
<b>Presented By:</b>	<b>Mary Jo Van Order, Director of Planning and Development</b>
<b>Title:</b>	<b>Bylaw 734/09- Road Closure NE 10-109-13-W5M (Fort Vermilion Rural)</b>

### BACKGROUND / PROPOSAL:

On October 13, 2009 Bylaw 734/09 was given third reading for the closure of a portion of undeveloped road allowance lying north of NE 10-109-13-W5M. The request was to allow for the consolidation of the NE 10-109-13-W5M and the SE 15-109-1W5M

### OPTIONS & BENEFITS:

In order to complete the consolidation the applicant now needs to purchase the closed road allowance from Mackenzie County.

Mackenzie County's policy PW028, Sale of Undeveloped Road Allowances does not give clear directions of how to set a price for the sale of any closed road allowance. It clearly states the priority as to who is eligible to purchase the land. However, how to calculate the value of the land is not as clearly established as it is for obtaining Municipal Reserve or when the County purchases land for Municipal Works.

Other County policies regarding the calculation of land fees are summarized below:

- PW028 Sale of Undeveloped Road allowances states that "The sale of this land shall be at market value as established by the M.D."
- Policy RESV 10 Municipal Reserves states that the "Calculation of land

**Author:** Liane Lambert,  
Development Officer

**Reviewed by:** Mary Jo Van Order,  
Director of Planning  
and Development **CAO**

values shall be based on current market value specific to the location of the parcel of land being developed and the intended use of the parcel of land.”

- Policy PW006 Land Acquisition for Municipal Works states that “The purchase price shall be at a professionally appraised fair market value or less plus losses as below:”

For previously closed undeveloped road allowances, administration would calculate the price of a closed road allowance based on the County’s assessed value of the adjacent lands and used that price per acre of road allowance. With this method of calculation the value of this road allowance (2.7 acres) would be \$241.25.

The County assessed value for SE 15-109-13-W5M is \$89.35 per acres.

$$\text{Closed road allowance } -2.7 \text{ acre} \times \$89.35 = \$241.25$$

To establish market value a land assessor would have to be hired to calculate a fair market price.

**COSTS & SOURCE OF FUNDING:**

All costs will be borne by the applicant.

**RECOMMENDED ACTION:**

**MOTION 1**

That the portion of undeveloped road allowance lying north of NE 10-109-13-W5M and south of SE 15-109-13-W5M closed by Bylaw 734/09 be sold at County assessed value.

**Author:** Liane Lambert,  
Development Officer

**Reviewed by:** Mary Jo Van Order,  
Director of Planning  
and Development

**CAO**

BYLAW NO. 734/09  
BEING A BYLAW OF  
MACKENZIE COUNTY  
IN THE PROVINCE OF ALBERTA

FOR THE PURPOSE OF CLOSING A PORTION OF A PUBLIC ROAD ALLOWANCE  
IN ACCORDANCE WITH SECTIONS 22, 24 AND 606 OF THE  
MUNICIPAL GOVERNMENT ACT, CHAPTER M-26,  
REVISED STATUTES OF ALBERTA 2000.

**WHEREAS**, Council of Mackenzie County has determined that the road allowance as outlined on Schedule A attached hereto, be subject to a road closure, and

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

**NOW THEREFORE**, be it resolved that the Council of Mackenzie County does hereby close and sell the road allowance described as follows, subject to the rights of access granted by other legislation or regulations:

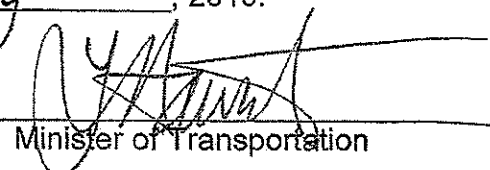
1. Meridian 5 Range 13 Township 109  
All that portion of Government Road Allowance  
Lying within the limits of Plan 092 \_\_\_\_\_  
containing \_\_\_\_\_ hectares (\_\_\_\_\_ acres) more or less.  
Excepting thereout all mines and minerals.

READ a first time this 23<sup>rd</sup> day of September, 2010.

  
\_\_\_\_\_  
Greg Newman  
Reeve

  
\_\_\_\_\_  
William Kostiw  
Chief Administrative Officer


APPROVED this 14 day of January, 2010.

  
\_\_\_\_\_  
Minister of Transportation

Approval valid for \_\_\_\_\_ months.

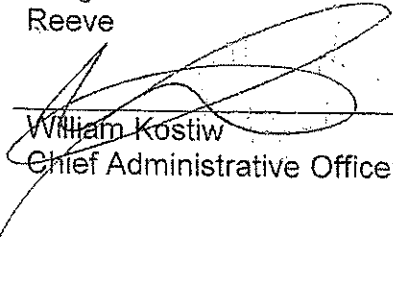
READ a second time this 9<sup>th</sup> day of February, 2010.

READ a third time and finally passed this 9<sup>th</sup> day of February, 2010.



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Greg Newman  
Reeve



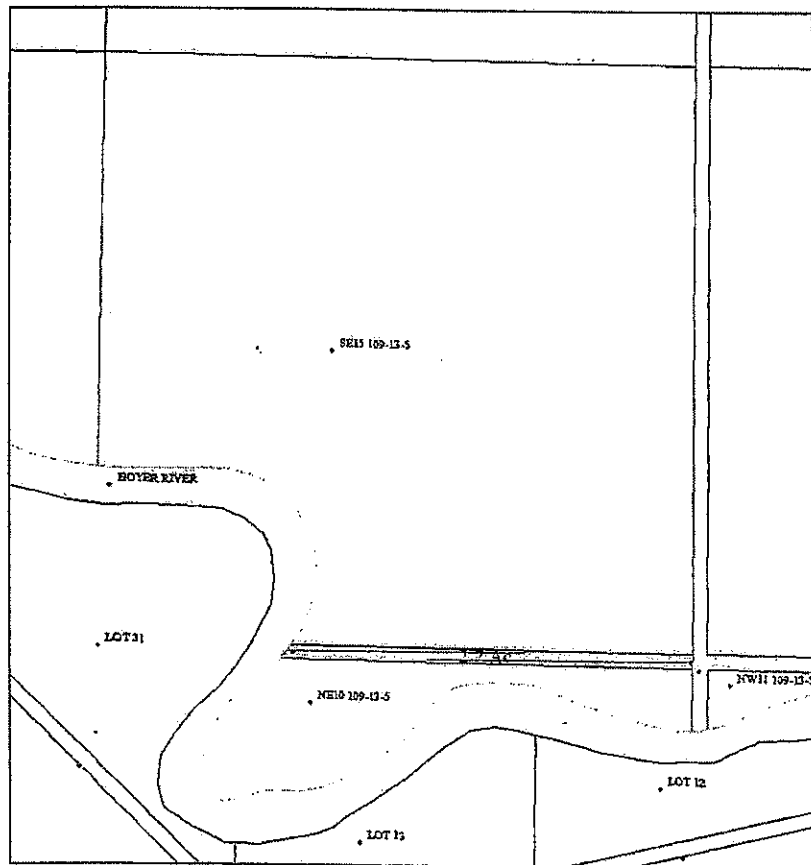
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William Kostiw  
Chief Administrative Officer

**BYLAW NO. 734/09**

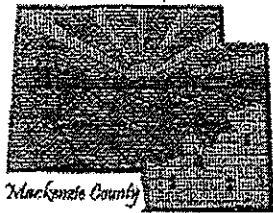
**SCHEDULE "A"**

1. That the land use designation of the following property known as:
2. Meridian 5 Range 13 Township 109  
All that portion of Government Road Allowance  
Lying within the limits of Plan 092 \_\_\_\_\_  
containing \_\_\_\_\_ hectares (\_\_\_\_\_ acres) more or less.  
Excepting thereout all mines and minerals.









# LAND USE BYLAW AMENDMENT APPLICATION

APPLICATION NO. Bylaw 734/09

NAME OF APPLICANT <b>Virgil and Lorna Goossen</b>		
ADDRESS <b>Box 486</b>		
TOWN <b>Fort Vermilion, AB</b>		
POSTAL CODE <b>T0H 1N0</b>	PHONE (RES.) <b>780-927-4549</b>	BUS. <b>780-926-6932</b>

COMPLETE IF DIFFERENT FROM APPLICANT		
NAME OF REGISTER OWNER <b>Mackenzie County Road Allowance</b>		
ADDRESS		
TOWN		
POSTAL CODE	PHONE (RES.)	BUS.

LEGAL DESCRIPTION OF THE LAND AFFECTED BY THE PROPOSED AMENDMENT

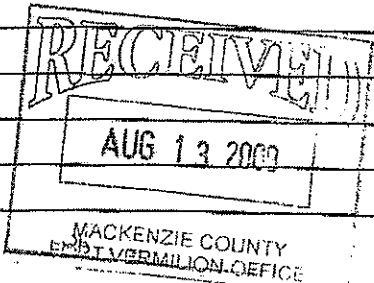
QTR./LS.	SEC.	TWP.	RANGE	M.	OR	PLAN	BLK	LOT
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LAND USE CLASSIFICATION AMENDMENT PROPOSED:

FROM: Road Closure TO: \_\_\_\_\_

REASONS SUPPORTING PROPOSED AMENDMENT:

We have purchased Part of NE 10-109-13-W5M from Public Lands and would like to add to that the undeveloped government road allowance which lies to the north of my lands. We feel that a road will never be built on this road allowance due to the close proximity of the Bover River and ask that Council consider our request.



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

RECEIPT NO. 109109

Virgil Goossen  
APPLICANT

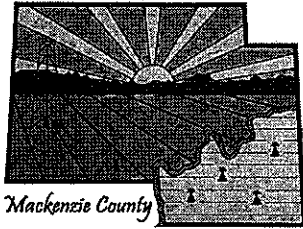
12 Aug 09  
DATE

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

Virgil Goossen  
REGISTERED OWNER

12 Aug 09  
DATE





# MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 11, 2010</b>
<b>Presented By:</b>	<b>Mary Jo Van Order, Director of Planning and Development</b>
<b>Title:</b>	<b>Bylaw 762/10- Land Use Bylaw Amendment to Rezone Plan 2938RS, Block 3, Lot 1 from Hamlet Commercial District 1 (HC1) to Direct Control District 2 (DC2) (Fort Vermilion) (Ray Toews)</b>

### BACKGROUND / PROPOSAL:

Mackenzie County has received a request to rezone Plan 2938RS, Block 3, Lot 1 from Hamlet Commercial District "HC1" to Direct Control District 2 "DC2" to accommodate the relocation of a liquor store.

Presently the liquor store is located on Plan 2938RS, Block 1, Lot 4 within the same building as the hardware store. The applicant had applied and was approved to move the business to an alternative location, however since this approval, the applicant's plans have changed and he wishes to move it to the above said lot (Plan 2938RS, Block 3, Lot 1)

Currently there is a Dollar Store, Sears Outlet, Service Station and Car Wash operating on Plan 2938RS, Block 3, Lot 1. The Dollar Store will be replaced with the proposed liquor store.

In accordance to Mackenzie County's Land Use Bylaw, this type of business shall not be located within 500 feet of a church, education institution, park, public facility or other similar uses unless otherwise approved by Council.

The proposed location of the liquor store is not within 500 feet of any of these facilities.

**Author:** Liane Lambert,  
Development Officer

**Reviewed by:** Mary Jo Van Order,  
Director of Planning  
and Development

**CAO**

The lot directly adjacent on the south side is zoned as Direct Control 2 in order to accommodate a licensed restaurant. To the north is the Sheridan Lawrence Hotel, Pub and Restaurant, on the west side is the fire hall and drug store and on the east is vacant land.

The Planning Department has no issues or concerns with this rezoning proposal.

**OPTIONS & BENEFITS:**

This application was presented to the Municipal Planning Commission at the May 10 meeting. The Municipal Planning Commission's recommendation to Council is for the approval of Bylaw 762/10 being the rezoning of Plan 2938RS, Block 3, Lot 1 from Hamlet Commercial District 1 "HC1" to Direct Control District 2 "DC2" to accommodate a liquor store.

**COSTS & SOURCE OF FUNDING:**

All costs will be borne by the applicant.

**RECOMMENDED ACTION:**

**MOTION 1**

That first reading be given to Bylaw 762/10 being a Land Use Bylaw amendment to rezone Plan 2938RS, Block 3, Lot 1 from Hamlet Commercial District "HC1" to Direct Control District 2 "DC2" to accommodate a liquor store.

**Author:** Liane Lambert,  
Development Officer

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**Reviewed by:** Mary Jo Van Order, **CAO**  
Director of Planning  
and Development

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**BYLAW NO. 762/10**

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

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

**WHEREAS**, Mackenzie County has adopted the Mackenzie County Land Use Bylaw, and

**WHEREAS**, Mackenzie County has a Municipal Development Plan adopted in 1995 and revised in 2003, 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 a liquor sales establishment.

**NOW THEREFORE**, THE COUNCIL OF 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 Plan 2938RS; Block 3; Lot 1 be rezoned from Hamlet Commercial District "HC1" to Direct Control District 2 "DC2" as outlined in attached Schedule A.

READ a first time this \_\_\_ day of \_\_\_\_\_, 2010.

READ a second time this \_\_\_ day of \_\_\_\_\_, 2010.

READ a third time and finally passed this \_\_\_ day of \_\_\_\_\_, 2010.

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Greg Newman  
Reeve

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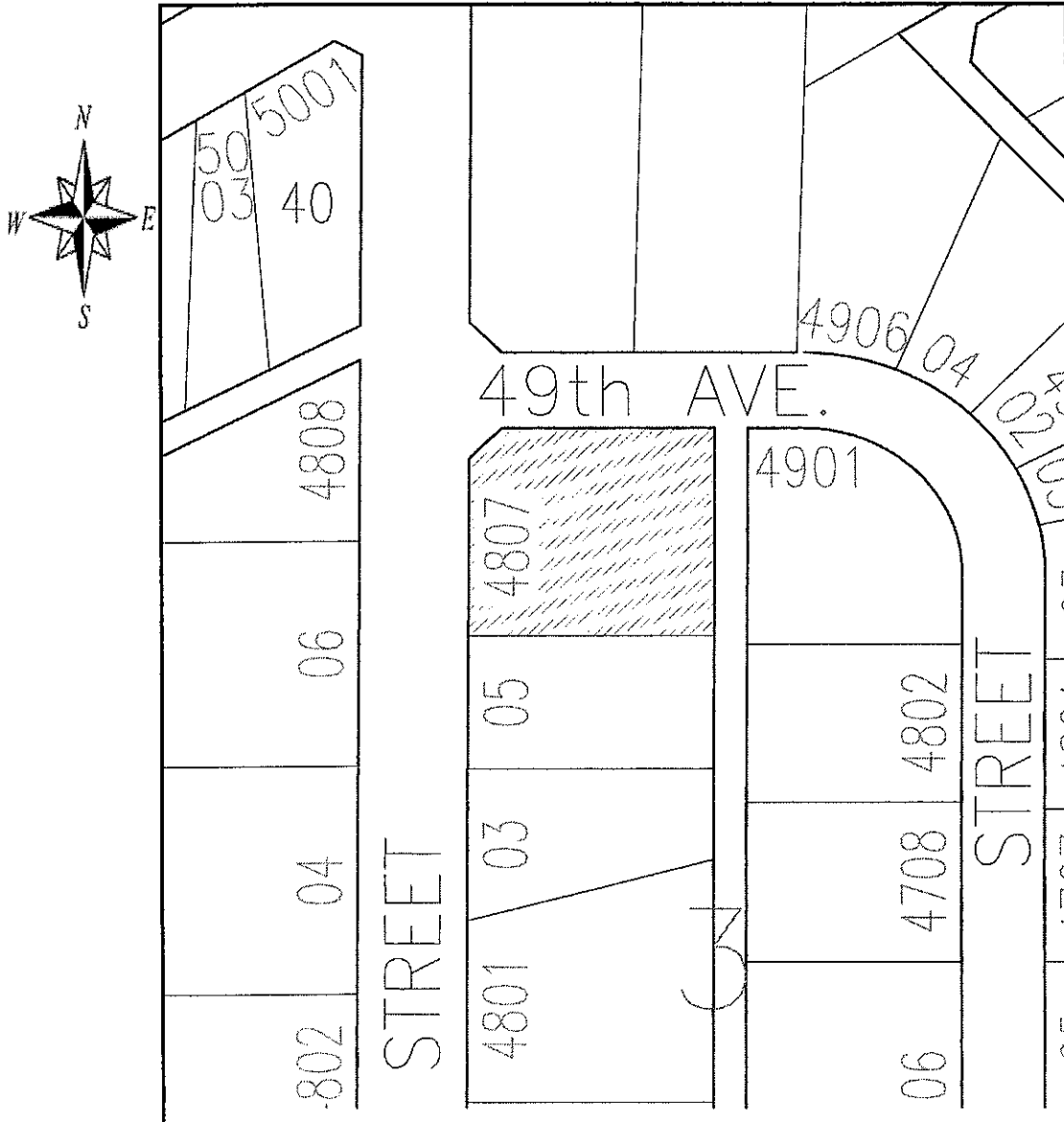
William Kostiw  
Chief Administrative Officer

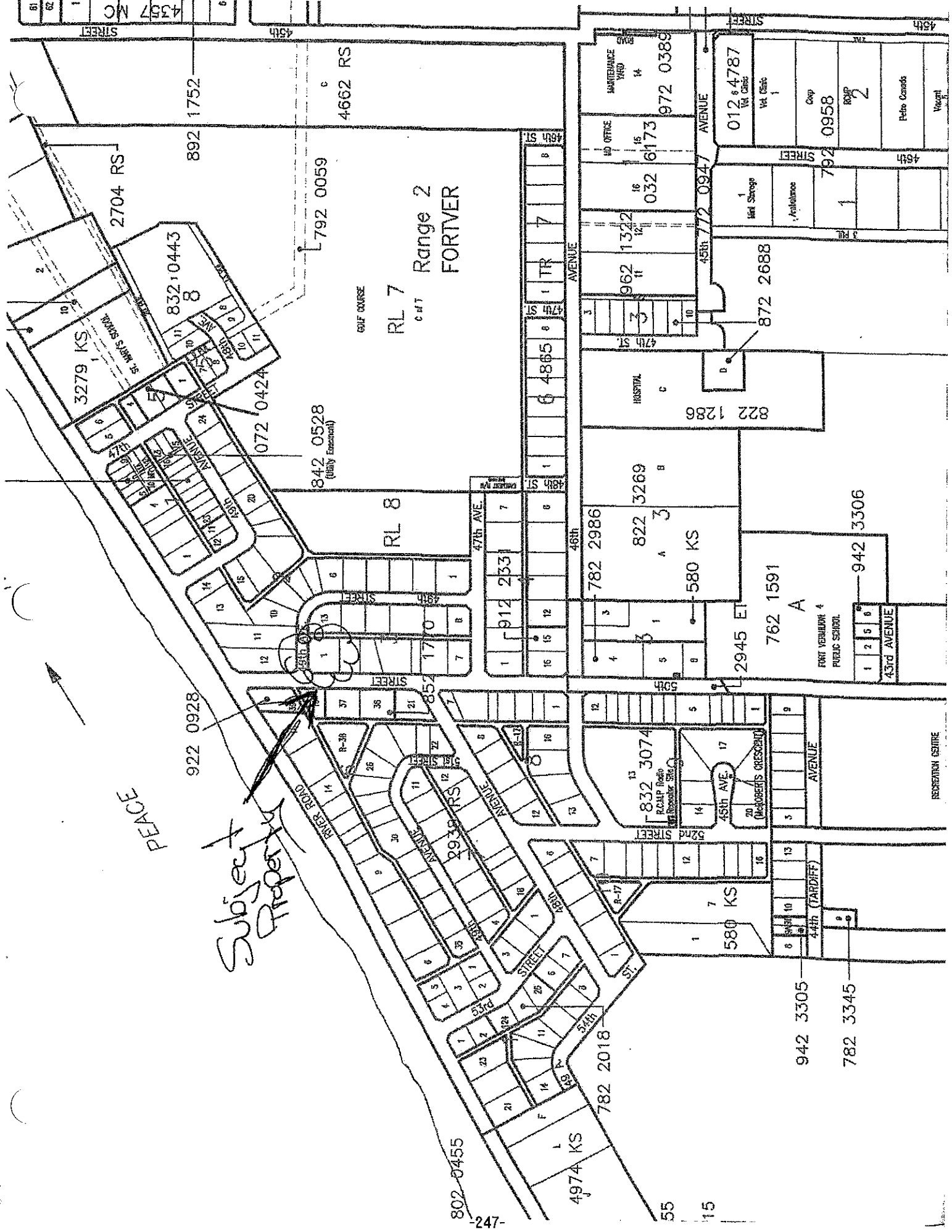
BYLAW NO. 762/10

SCHEDULE "A"

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

Plan 2938RS, Block 3, Lot 1 (4807- 50<sup>th</sup> Street) be rezoned from Hamlet Commercial District "HC1" to Direct Control District 2 "DC2" to accommodate a liquor store within the Hamlet of Fort Vermilion.





PEACE

Subject Property

Range 2  
FORTVER

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RL 7

RL 6

RL 5

RL 4

RL 3

RL 2

RL 1

RL 0

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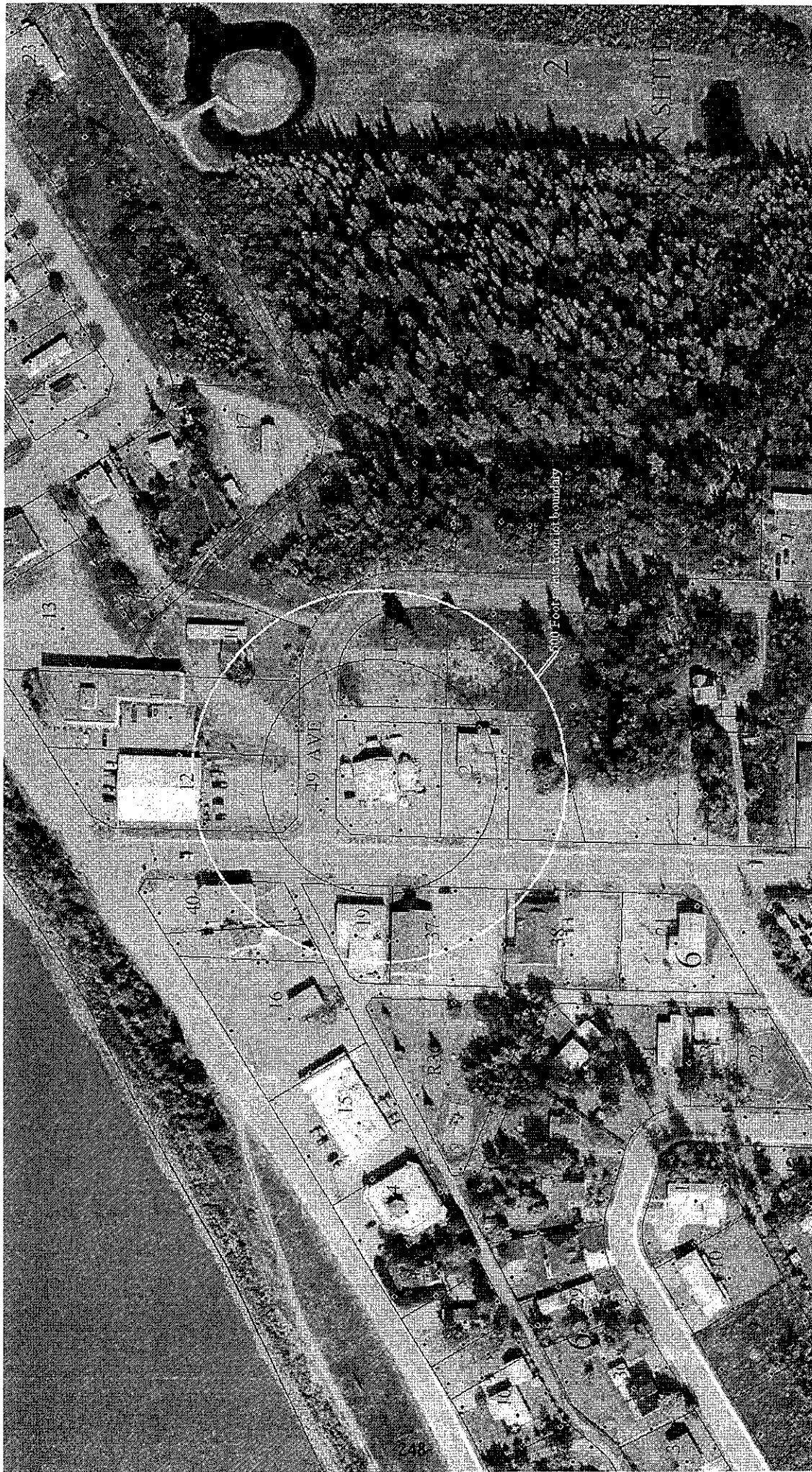
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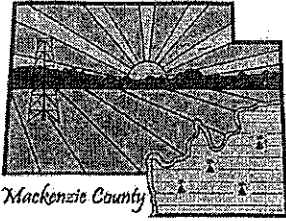
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RL -272







# LAND USE BYLAW AMENDMENT APPLICATION

APPLICATION NO. Bylaw 762/10

NAME OF APPLICANT <u>Ray Toews</u>		
ADDRESS <u>Box 549</u>		
TOWN <u>Fort Vermilion AB</u>		
POSTAL CODE <u>T0H1N0</u>	PHONE (RES.) <u>927-3505</u>	BUS.

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

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

QTR./LS.	SEC.	TWP.	RANGE	M.	OR	PLAN <u>2938 RS</u>	BLK <u>03</u>	LOT <u>01</u>
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### LAND USE CLASSIFICATION AMENDMENT PROPOSED:

FROM: Hamlet Commercial District 1 TO: Direct Control

### REASONS SUPPORTING PROPOSED AMENDMENT:

(HCL)

1/2 of Buildings will be used as hardware store

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

RECEIPT NO. 117125

Ray Toews  
APPLICANT

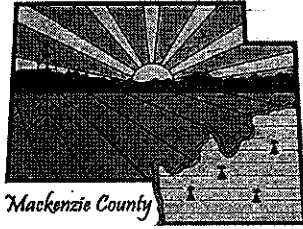
26 Apr 10  
DATE

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

Ray Toews  
REGISTERED OWNER

26 Apr 10  
DATE





# MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 11, 2010</b>
<b>Presented By:</b>	<b>Mary Jo Van Order, Director, Planning &amp; Development</b>
<b>Title:</b>	<b>Lift Station Temporary Access Road North Point Business Park Ltd. (NE10-106-15-W5 La Crete)</b>

### BACKGROUND / PROPOSAL:

In order to install the lift station required for North Point Business Park the Developer is requesting permission from the County to construct a temporary access road along the undeveloped road allowance (91 Street or Range Road 15-2) to the east of NE10-106-15-W5M.

### OPTIONS & BENEFITS:

The proposed temporary access road will also give County staff access to the lift station for maintenance activities until such time as access is available from the proposed 106 Avenue.

The proposed temporary access road will require an adequately sized culvert built to County standards in order to facilitate the existing drainage ditch.

### COSTS & SOURCE OF FUNDING:

Cost is to be shared between Developer and County as part of the lift station cost sharing agreement decided by Council February 24, 2010 (10-02-146). The Focus Corporation estimate dated March 29, 2010, is \$5,000. The bid estimate dated May 3, 2010, is \$9,150.

**Author:** M.J. Van Order, Director,  
Planning & Development

**Reviewed by:** \_\_\_\_\_

**CAO** 

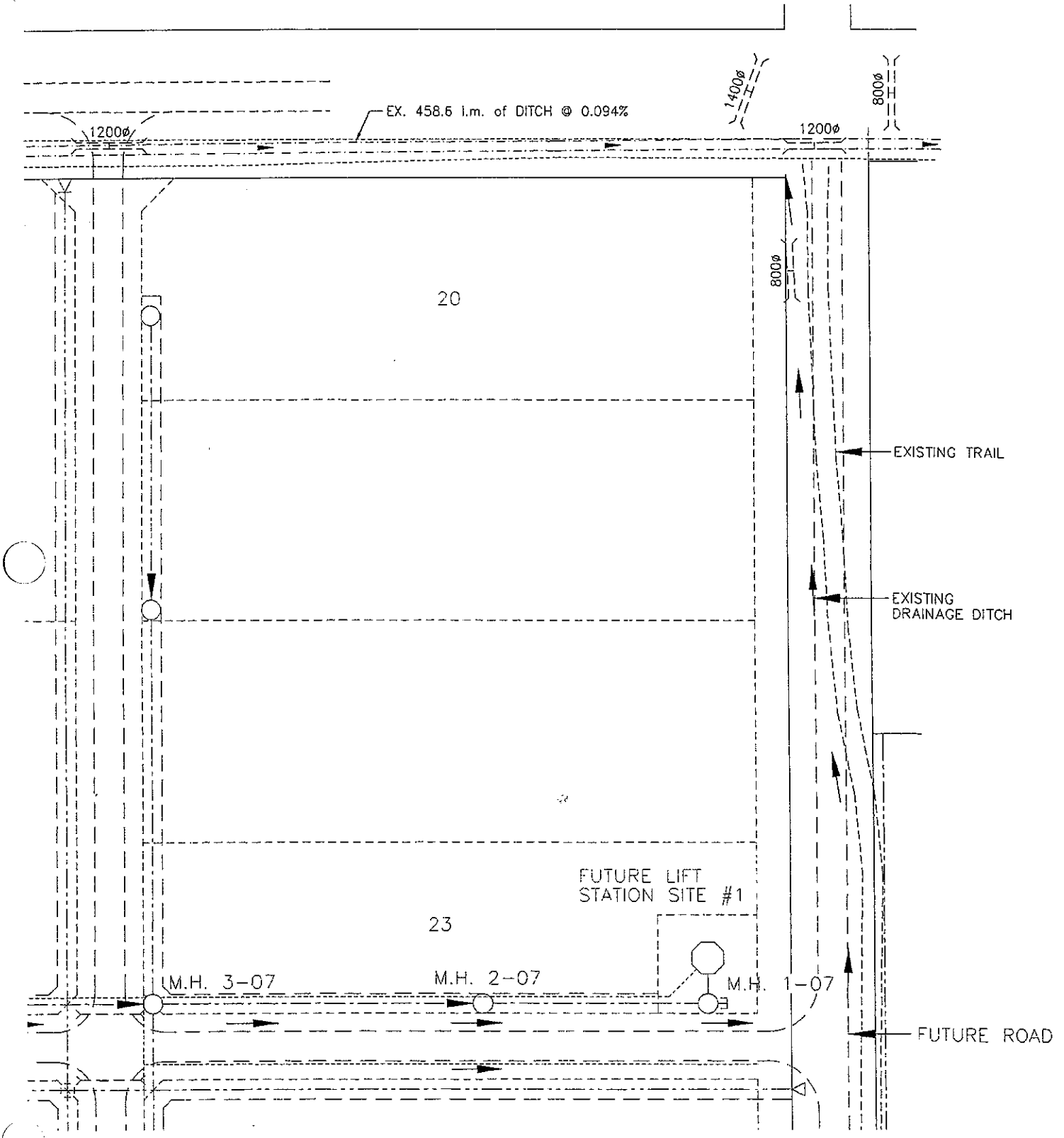
**RECOMMENDED ACTION:**

That consent is given to North Point Business Park Ltd. to construct a temporary access road along the undeveloped road allowance (91 Street or Range Road 15-2) to the east of NE10-106-15-W5M running between the North La Crete Access and the proposed 106 Avenue and then along the proposed 106 Avenue to provide temporary access to the lift station until such time as access is available from the proposed 106 Avenue and this temporary access road shall be built to County standards and include an adequately sized culvert to facilitate the existing drainage ditch.

**Author:** M.J. Van Order, Director,  
Planning & Development

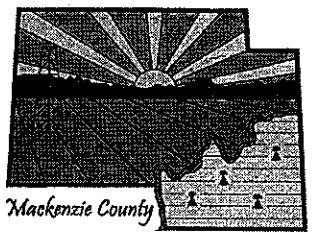
**Reviewed by:** \_\_\_\_\_

**CAO** \_\_\_\_\_





0 ft    250 ft    750 ft    1250 ft    1750 ft



# MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 11, 2010</b>
<b>Presented By:</b>	<b>William Kostiw, Chief Administrative Officer</b>
<b>Title:</b>	<b>High Intensity Residential Fires (HIRF)</b>

**BACKGROUND / PROPOSAL:**

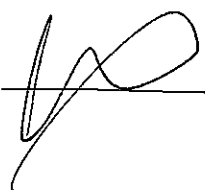
See attached letter from the Minister of Municipal Affairs regarding high intensity residential fires response times.

**OPTIONS & BENEFITS:**

**COSTS & SOURCE OF FUNDING:**

**RECOMMENDED ACTION:**

For discussion.

**Author:** C. Gabriel      **Review by:** \_\_\_\_\_ **CAO** 





CC RFD



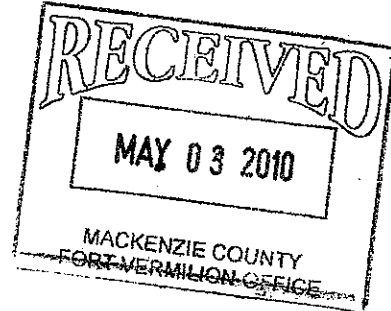
ALBERTA  
MUNICIPAL AFFAIRS

Office of the Minister  
MLA, Dunvegan - Central Peace

AR46740

April 26, 2010

Reeve Greg Newman  
Mackenzie County  
PO Box 640  
Fort Vermilion, Alberta T0H 1N0



Dear Reeve Newman:

As part of its commitment to addressing high intensity residential fires (HIRF) in Alberta, the province recently amended building and fire codes to help make homes safer from the spread of fire, and to provide more time for occupants to escape and firefighters to respond when there is a fire. The requirements that Alberta adopted in spring 2009 are the same requirements that will be considered by all provinces and territories later this year as part of the 2010 edition of the National Building Code.

When HIRF was announced, Municipal Affairs also clarified the intent of the 10-minute fire response time. The 10-minute fire response time requires more stringent fire protection for construction outside of the 10-minute fire department response time area. While the 10-minute response time has been in place in Alberta since 1981 and response criteria did not change with the 2009 code amendments, the clarification raised municipal awareness of the requirement. Municipalities and developers expressed concerns to Municipal Affairs in early 2009, as some municipalities were measuring the fire department response time in a substantially different manner.

On July 24, 2009, the Honourable Ray Danyluk, then Minister of Municipal Affairs, responded to those concerns by issuing a building code exemption to provide a transitory measure for developers and municipalities to adapt to the HIRF requirements. The exemption applies to all buildings on lots registered with Alberta Land Titles before June 1, 2010, provided a permit to construct has been issued before January 1, 2015.

This exemption applies only to the calculation of allowable window areas in side-walls. All other safety requirements, such as gypsum board under vinyl siding and non-vented soffits, were not exempted and must be followed.



.../2

Recently, I heard from some municipalities and the construction industry that more time is needed to ensure development throughout Alberta is not impeded as municipalities and industry work to ensure their developments are designed in a manner that complies with the 10-minute fire response time rule.

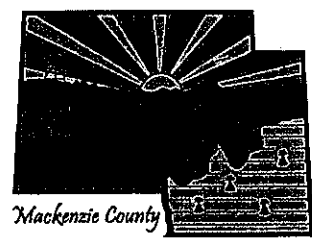
In response to these concerns, I have extended the date of the exemption to December 31, 2010. Where a municipal fire department previously used a different fire department response time calculation, I will temporarily allow side-yard windows to be included in new homes as if the building were within a 10-minute fire department response time. However, no relaxation will be given for any of the other fire safety measures. Because the goal of the fire response time is the prevention of fire spread, and because other safety measures will remain in place, I am satisfied that authorizing this exemption will allow planned construction to proceed without adversely affecting the safety of the homes and occupants.

Staff of my department will also be contacting developers and municipalities in the near future to facilitate discussion on the longer-term issues and potential solutions. Please contact Mr. Ivan Moore, Assistant Deputy Minister of the Public Safety Division at [ivan.moore@gov.ab.ca](mailto:ivan.moore@gov.ab.ca) if you would like to be involved in this discussion.

Sincerely,



Hector Goudreau  
Minister of Municipal Affairs  
MLA, Dunvegan-Central Peace



# MACKENZIE COUNTY REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 11, 2010</b>
<b>Presented By:</b>	<b>William Kostiw, Chief Administrative Officer</b>
<b>Title:</b>	<b>Information/Correspondence</b>

### BACKGROUND / PROPOSAL:

The following items are attached for your information, review, and action if required.

	Page
• Action List	261
• Fort Vermilion Recreation Board Letter re: Rodeo Grounds	265
• Notification of Highway and Bridge Construction Operations	267
• Municipal Government Board – Assessment Review Boards	271
• Saskatchewan, Alberta and BC Launch New West Partnership	273
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### RECOMMENDED ACTION:

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

**Author:** C. Gabriel      **Review by:** \_\_\_\_\_ **CAO** \_\_\_\_\_



**Mackenzie County  
Action List as of April 28, 2010**

***Council Meeting Motions Requiring Action***

<b>Motion</b>	<b>Action Required</b>	<b>Action By</b>	<b>Status</b>	<b>Budget</b>
<b>September 9, 2008 Council Meeting</b>				
08-09-633	That the Parks & Recreation Committee explores other regional locations for a provincial campground.	Parks & Rec John K. Bill K.	In progress	\$0.00
<b>May 27, 2009 Council Meeting</b>				
09-05-448	That administration look at the County doing their own calcium application.	Bill K.	In progress	
<b>July 23, 2009 Council Meeting</b>				
09-07-614	That administration be instructed to develop incentives for developers in Zama.	Bill K. Mary Jo Lisa, Stuart		2010 Budget
<b>August 11, 2009 Council Meeting</b>				
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 Raymond	In Progress	
<b>September 23, 2009 Council Meeting</b>				
09-09-797	That the County pursue an appropriate legal instrument to secure land around the Bistcho Lake and surrounding area.	John K. Bill K.	In progress	
<b>October 27, 2009 Organizational Council Meeting</b>				
09-10-880	That administration be instructed to prepare a Terms of Reference for the Mackenzie Pipeline Ad Hoc Committee and that it consist of two members of Council.	Bill K. Carol	In progress	
<b>January 12, 2010 Regular Council Meeting</b>				
10-01-042	That administration proceed with a road closure on the east boundary of the La Crete airport.	Mary Jo John K.	On hold May 2010	2010 Budget
<b>February 9, 2010 Regular Council Meeting</b>				
10-02-108	That Council negotiate a renewal agreement with Alberta Transportation for the construction of the Tompkins ice-bridge.	Bill K. Mark John K. Committee	In progress	
<b>March 9, 2010 Regular Council Meeting</b>				
10-03-182	That Council accept GENIVAR's proposal for engineering and design for the rural water project and that the preliminary design be brought back for Council approval.	Committee Bill K. John K. Mary Jo Raymond		2010 Budget

Motion	Action Required	Action By	Status	Budget
10-03-187	That administration be directed to draft a policy for the use of the handicapped vans and be brought back to Council.	Joulia John	In progress July 2010	
10-03-193	That administration be authorized to conduct dust control pilot projects using different products.	John Raymond	In progress	
<b>March 24, 2010 Regular Council Meeting</b>				
10-03-216	That the auction date, for tax forfeiture properties, be set for June 8, 2010 to be held in the Council Chambers at 4511 – 46 Ave, Fort Vermilion, Alberta.	Joulia	June 8/10	
<b>April 13, 2010 Regular Council Meeting</b>				
10-04-242	That Council formally request a copy of the reports presented at Mackenzie Housing Management Board meetings.	Joulia Greg	In progress	
10-04-254	That the County continue with the AJA Friesen Road and water management project as proposed by GENIVAR.	John K. Bill K.		
10-04-271	That administration bring back a request for decision regarding the laneway concerns at the La Crete Motel.	Mary Jo	In progress	
10-04-272	That administration look into options for affordable housing in Zama.	Don Bill Lisa Joulia		
10-04-274	That Mackenzie County draft a letter to Minister Ady and Minister Knight requesting their support in the County's termination of the current Provincial Recreational Lease at Bridge Campground in order to pursue a larger SRD lease.	Greg John K.	In progress	
10-04-282	That the request to waive a fire invoice be tabled for further information.	Joulia	In progress May 11/10	
10-04-291	That administration be authorized to negotiate a settlement for the La Crete Water Treatment Plant as discussed.	Bill Council	In progress	
10-04-293	That the County enter into interim negotiations with the Province to designate the Zama Access into a provincial highway.	Council	In progress	
10-04-294	That the County negotiate ownership of the two parcels of land as discussed.	Bill Greg	In progress	
10-04-295	That the County start on the public lands negotiations with the province as discussed.	Council	In progress	

Motion	Action Required	Action By	Status	Budget
April 28, 2010 Regular Council Meeting				
10-04-322	That the Finance Committee be authorized to negotiate a service agreement with Tall Cree First Nation for Council review.	Finance Joulia Bill K.	May 20/10	
10-04-323	That administration be authorized to request clarification regarding Order in Council 77/2010 Public Lands Act.	Bill K.		
10-04-324	That ratepayer meeting format be changed as discussed.	Bill K. Carol	In progress	
10-04-325	That all individuals elected to recreation boards must be residents of the County.	Joulia	In progress	
10-04-326	That administration proceed with the AAMD&C Zone meeting preparations for August 13, 2010 as presented.	Bill K. Carol	In progress	
10-04-331	That administration proceed with a Request for Proposals for CAO recruitment assistance to be brought back to Council for decision at the June 8, 2010 Council meeting.	Bill K.	May 11/10	
10-04-332	That Council instruct the Municipal Planning Commission to review the subdivision maintenance procedures and format a Development Agreement and advise Council of the recommended changes.	Mary Jo John K. Raymond	In progress	
10-04-333	That Council instruct administration to proceed to tender Bridge File 76279 (NW 28-109-12-W5) for tender and construction in 2011, subject to Alberta Transportation approval.	Bill K. Raymond	In progress	
10-04-334	That Council conduct a road inspection tour with Alberta Transportation officials and administration on June 10 & 11, 2010.	Bill K. Raymond John K. Grant	In progress	
10-04-337	That administration move forward with the Memorandum of Understanding (MOU) with Vanguard Realty Ltd. (NW 9-106-15-W5) with Mackenzie County paying for most of the survey, caveat and transfer costs (half of the large northeast MR parcels and for all of the remainder MR as described in the MOU).	Mary Jo	In progress	
10-04-343	That Bylaw 684/08 Fire Services be brought back to Council for further review.	Mgmt Committee	July 2010	
10-04-344	That Council approve a three year funding agreement for a second Enhanced Policing member and that Councillor Braun, Councillor J. Driedger, and Reeve Newman be authorized to negotiate the terms of a final contract.	Bill K. Peter B. John W. Greg	In progress	

Motion	Action Required	Action By	Status	Budget
10-04-349	That Council continue to negotiate the Mustus Energy electrical contract as discussed.	Bill K. Joulia	In progress	
10-04-351	That administration explore a safety and environmental coordinator position.	Mgmt Committee	In progress	
10-04-352	That the access to Plan 002 3789, Block 1, Lot 1 be tabled for further information.	Bill K. Mary Jo	In progress	
10-04-353	That the County accept the resignation with regret and advertise the vacant member at large position on the Mackenzie Housing Management Board.	Carol	In progress	



*cc Garry  
and  
on to Janice*

Fort Vermilion Recreation Board  
Box 115  
Fort Vermilion AB  
T0H 1N0

April 20<sup>th</sup>, 2010

Mackenzie County #23  
Box 640  
Fort Vermilion AB  
T0H 1N0

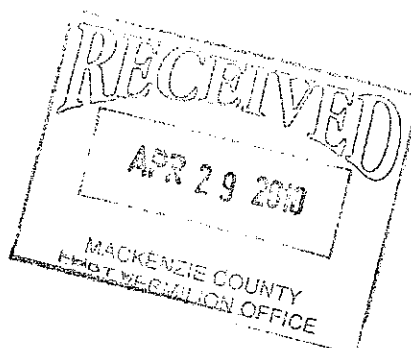
**SUBJECT: RODEO GROUNDS**

The Fort Vermilion Recreation Board are expressing an interest to oversee the use of the Rodeo grounds and forming a sub committee with the understanding the Mackenzie County will provide assistance with maintenance.

If you wish to meet with the board, please arrange a meeting with our secretary, Janice Auger at 780 927 3121 or 780 841 8830.

Regards,

Fort Vermilion Recreation Board



*af*



## Carol Gabriel

---

**From:** Jennifer Powers [Jennifer.Powers@gov.ab.ca]  
**Sent:** Friday, April 23, 2010 11:43 AM  
**To:** Arthur Anderson; Bill Kostiw; RCMP Ft. Vermilion ; RCMP High Level ; \_TRANS-ORG TCE PR; AMA; Heather Kaszuba; Heidi ARHCA; Julia Radu; LaPrairie Group; Mizanur Rahman; Roger Clarke; Terry Wallace; WHS  
**Cc:** Mark Onaba  
**Subject:** Project Notification - Contract 7654/09 - Hwy 697:04  
**Attachments:** image003.jpg; image002.jpg; image001.jpg; 7654-09 OFMS Hwy 697.pdf; 7654-09 NOCO.pdf; Location Plan.pdf

Everyone,  
See attached notification of highway and bridge construction operations, location plan & order fixing maximum speed for the above mentioned project.  
Thanks ☺

Alberta Transportation

Jennifer Powers

☎ (780) 624-6446

✉ (780) 624-2440



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WHEREAS, by Clause (g) of Subsection (1) of Section 108 of Part 5 of the Traffic Safety Act, being Chapter T-6 of the Revised Statutes of Alberta, 2000, it is provided:

- 108 (1) In accordance with the following, a road authority may prescribe speed limits that are different from the speed limits established under section 106 or 107:
- (g) in the case of a highway that
    - (i) is under construction or repair, or
    - (ii) is in a state of disrepair,
      - a maximum speed limit may, with respect to that portion of the highway that is under construction or repair or in disrepair, be prescribed by
    - (iii) an engineer under the administration of or providing services on behalf of the Minister if
      - (A) the highway is one in respect of which the Minister may set speed limits, or
      - (B) the highway is being constructed or repaired by or on behalf of the Government,
      - or
      - (iv) a person authorized by a road authority if, subject to subclause (iii)(B), the highway is one in respect of which the road authority may prescribe speed limits, by erecting signs along the highway setting out the maximum speed limit;

NOW THEREFORE, it is ordered that there be prescribed, pursuant to Clause (g) of Subsection (1) of Section 108 of Part 5 of the Traffic Safety Act, the following maximum speed limits applicable to all vehicles (or applicable to the following class or classes of vehicles):

While travelling over (highway no. & control section) Hwy 697:04  
 Location between Steephill Creek – km 0.000  
 And S. of Buffalo Head Prairie – km 13.270

- 20 km/hr where signs are erected and displayed indicating such speed
- 30 km/hr where signs are erected and displayed indicating such speed
- 40 km/hr where signs are erected and displayed indicating such speed
- 50 km/hr where signs are erected and displayed indicating such speed
- 60 km/hr where signs are erected and displayed indicating such speed
- 70 km/hr where signs are erected and displayed indicating such speed
- 80 km/hr where signs are erected and displayed indicating such speed
- 100 km/hr where signs are erected and displayed indicating such speed

This order hereby designates the aforementioned highway as a highway under construction and repair and the aforementioned maximum speed limits are hereby prescribed pursuant to Clause (g) of Subsection (1) of Section 108 of Part 5 of the Traffic Safety Act.

DATED at Grimshaw In the Province of Alberta this 20<sup>th</sup> Day of April A.D., 20 10

Issued by:

Mark Onaba – Project Manager  
 Name/Title

GENIVAR Consultants LP  
 Company

Onaba  
 Signature

Reviewed by Alberta Transportation:

Name/Title: Tom Cook, P.Eng

[Signature]  
 Signature

# Government of Alberta ■

## Transportation

## NOTIFICATION OF HIGHWAY AND BRIDGE CONSTRUCTION OPERATIONS

### PROJECT AND LOCATION DESCRIPTION

- Highway Number, Control Section, Length
  - Project Limits (i.e. use description in tender)
- Buffalo Head Prairie – km 13.270**

CONTRACT # 7654/09

Hwy 697:04

From Steepphill Creek – km 0.000 to S. of

### TYPE OF CONSTRUCTION & DURATION

- Crushing
- Clearing
- Grading
- Base Course
- Paving
- Bridge Construction
- Other (Specify)

*Sidewalk Improvement*

### Type of delays expected (i.e. Traffic Accommodation Issues)

- None
- Minor
- Major

Explain \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date of Commencement

*May 17 2010*

Expected Project Completion Date

*July 15 2010*

Contract Completion Date

*October 15 2010*

### PROJECT CONTACTS

Name of Firm and Personnel (Print Below)	Position	Office Phone	Cell Phone	Fax #
<b>TRANS Project Administrator</b> Alberta Transportation Ian Cosh, E.I.T.	Construction Engineer	780-624-6549		780-624-2440
<b>Engineering Consultant</b> GENIVAR Consultants LP Mark Onaba, E.I.T.	Project Manager	780-332-1000	780-821-0164	780-332-1100
<b>Contractor</b> Knelsen Sand and Gravel Ltd. Darrell Quist, P.Eng.	Construction Manager	780-928-3935	780-841-1572	780-928-3656

### INSTRUCTIONS

- Report to be completed by Consultant and submitted to Project Sponsor ELECTRONICALLY for distribution. Attach copy of Construction Location Plan.
- Report to be completed on all Contract projects
- Report to be resubmitted on carry-over projects
- Report to be submitted prior to work commencing (i.e. after pre-construction meeting)

### SUGGESTED DISTRIBUTION LIST (via email)

- |  |            |  |
|--|------------|--|
| - TRANS-ORG TCE PR   |            | - Alberta Motor Association (AMA <a href="mailto:road.report@ama.ab.ca">road.report@ama.ab.ca</a> )                        |
| - MLA Constituency Office(s)                                     | need email | - Transport Office, Sherriff's Branch <a href="mailto:julia.rady@gov.ab.ca">julia.rady@gov.ab.ca</a>                       |
| - Rural/Urban Municipalities                                     | need email | - Executive Director, TSS, Vehicle Safety <a href="mailto:roger.clarke@gov.ab.ca">roger.clarke@gov.ab.ca</a>               |
| - District Supervisor, CVEB                                      |            | - Chief Inspector, TSS, Dangerous Goods <a href="mailto:terry.wallace@gov.ab.ca">terry.wallace@gov.ab.ca</a>               |
| - Local EMS (ambulance, fire) (if applicable)                    |            | - Workplace Health & Safety Grande Prairie <a href="mailto:whs@gov.ab.ca">whs@gov.ab.ca</a>                                |
| - Maintenance Contractor   | name       | - Central Permitting (only for Bridge/lane closure) <a href="mailto:mizanur.rahman@gov.ab.ca">mizanur.rahman@gov.ab.ca</a> |
| - Local R.C.M.P.   | need email | - Communications <a href="mailto:heather.kaszuba@gov.ab.ca">heather.kaszuba@gov.ab.ca</a>                                  |
| - ARHCA <a href="mailto:heidj@arhca.ab.ca">heidj@arhca.ab.ca</a> |            |  |

### REPORT PREPARED BY:

Consultant (Print Name)

Mark Onaba

Telephone Number

780-332-1000

Email Address

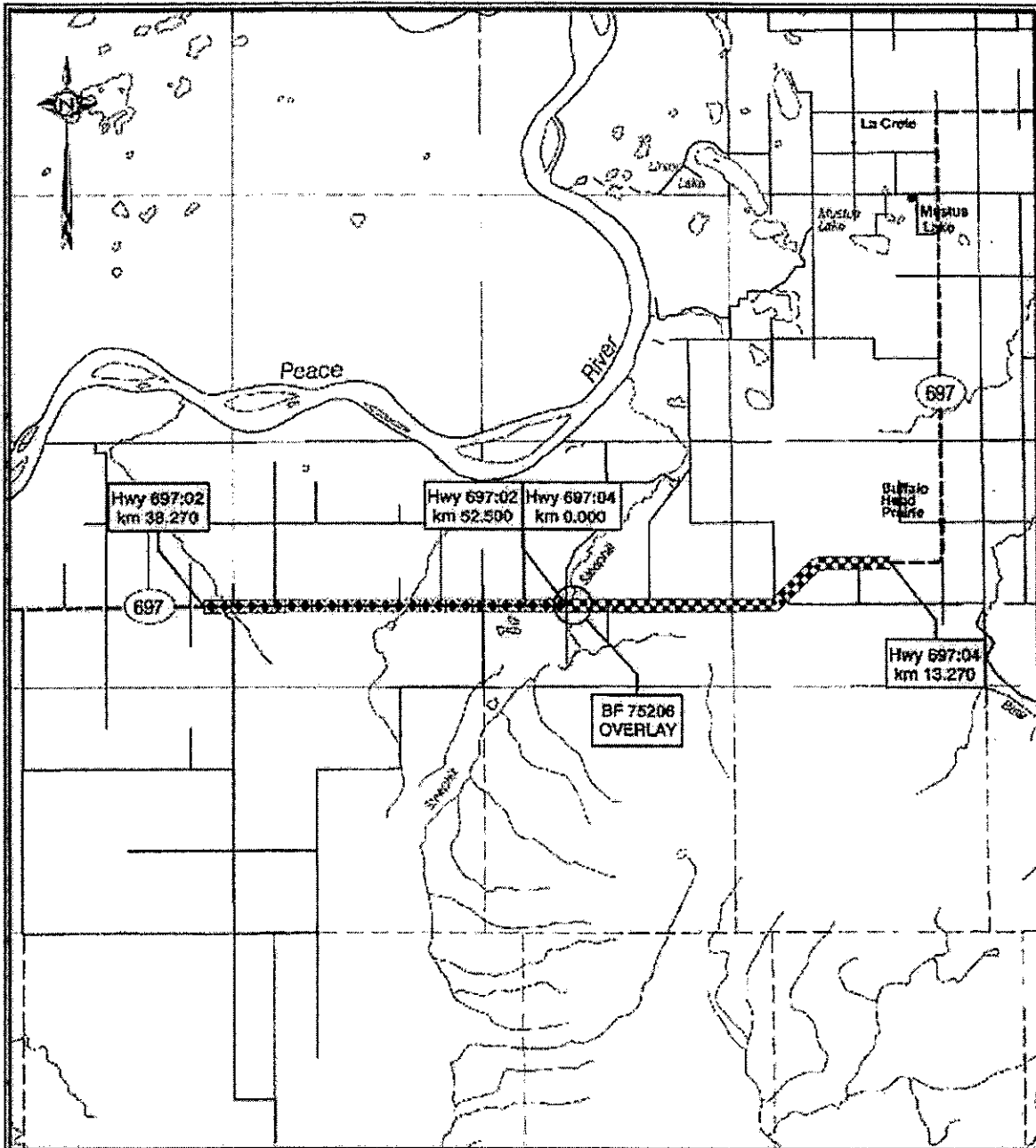
mark.onaba@genivar.com

Date

*April 21 2010*

PLANS

6.3 CONTRACT PLANS



**Government  
of Alberta**

Region:

**PEACE**

**LOCATION PLAN  
HIGHWAY 697:02 & 697:04  
ACP and OTHER WORK**

Date:  
December 2, 2009

Drawn By:  
MRM

Checked By:  
GM

Sheet:  
1 of 2

Drawing No.  
**7654-01**

*cc agenda*

April 30, 2010

Managers  
Chief Administration Officers

The Municipal Government Board (MGB) has begun to receive requests for the scheduling of our Board members. Our task with the passage of the new legislation is to ensure that hearings and decisions are issued in a timely manner. In order to accomplish this, we will need the cooperation of all the municipalities and the Assessment Review Boards.

In order to have Board members available to send throughout the Province, we are asking that the Assessment Review Board clerks first check with the MGB for the time period in which they wish to schedule their complaints prior to actually setting the dates. We will assign a Board Member for the time period requested. Once a hearing is confirmed, please contact the MGB again with the specific date, time and place. On certain days during the year there may not be Board members available for a hearing based on the demand on our members.

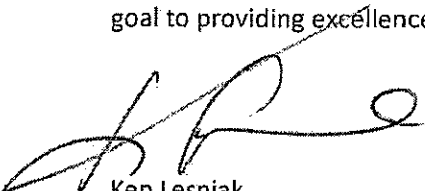
Prior to assigning a member to your hearings, it would be beneficial to know the type of appeals being scheduled, (jurisdiction, warehouse, hotels, etc.), the amount of time you are requesting a Board member for, and the anticipated number of hearings to be held. This will assist us in assigning a Board member best suited for the type of hearing and the time required for a hearing.

For questions regarding procedures or scheduling, please contact our office for information and we will try to assist you with setting up your hearings. The MGB e-mail address is [mgbmail@gov.ab.ca](mailto:mgbmail@gov.ab.ca). Our telephone number is 780-427-4864; ask for Susan Lukian.

We will be periodically updating our website to indicate dates that members are not available for any scheduling. Currently we have set aside September 14, 15 and 16 for an all member MGB workshop.

When a Board member has been confirmed, there will be certain documents needed to adjudicate the appeal. Items such as a copy of the complaint, assessment notice and exchange information must be available at the hearing for all members, including the MGB presiding officer.

Further to the letter of February 8, 2010 from Dennis Woolsey, the MGB is also able to provide a variety of support services to the CARB's board. These include the services of case managers, legal services and editing and drafting board decisions. Please contact us with your requirements in this regard, with the goal to providing excellence in the adjudication of assessment appeals in the Province.

  
Ken Lesniak  
MGB Chair





cc *Julia*  
**Carol Gabriel**

---

**From:** Joulia Whittleton  
**Sent:** Friday, April 30, 2010 3:03 PM  
**To:** Council  
**Cc:** Bill Kostiw  
**Subject:** FW: News Release - Saskatchewan, Alberta and B.C. launch New West Partnership ~28261~

*Joulia Whittleton*

Director of Corporate Services

Mackenzie County  
P.O. Box 640, Fort Vermilion, AB, T0H 1N0, Canada  
Tel.: (780)-927-3718, Fax: (780)-927-4266  
Toll Free: (877)-927-0677  
Cell: (780)-841-8343 Email: [jwhittleton@mackenziecounty.com](mailto:jwhittleton@mackenziecounty.com)

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**From:** ACNMail@gov.ab.ca [mailto:ACNMail@gov.ab.ca]  
**Sent:** Friday, April 30, 2010 1:17 PM  
**To:** Joulia Whittleton  
**Subject:** News Release - Saskatchewan, Alberta and B.C. launch New West Partnership ~28261~

## News Release

April 30, 2010

### **Saskatchewan, Alberta and B.C. launch New West Partnership**

*Edmonton...* Alberta, British Columbia and Saskatchewan launched the New West Partnership today, creating an economic powerhouse of nine million people with a combined GDP of more than \$550 billion.

The New West Partnership is an ambitious agreement that will create Canada's largest interprovincial barrier-free trade and investment market and see the three westernmost provinces work together in unprecedented ways to the benefit of workers, businesses and investors in all three provinces.

"This represents an historic step forward for western provinces, as they work together to provide economic leadership," Saskatchewan Premier Brad Wall said. "We are combining the strength of our three vibrant economies and working together to create lasting prosperity. Our three provinces have created a model that cements the West as the economic powerhouse of Canada."

The three provinces signed the New West Partnership at the third joint British Columbia-Alberta-Saskatchewan Cabinet meeting in Regina. Building on shared strengths, the New West Partnership contains four components.

- A comprehensive economic agreement, which will remove remaining barriers to trade, investment and labour mobility, further enhancing the competitiveness of Canada's Western Provinces.
- An international co-operation agreement that will see the three provinces co-operate on trade and investment missions to international markets, and share foreign market intelligence to advance joint interests and increase business competitiveness.
- An innovation agreement, which will enable provincial innovation efforts to be co-ordinated to better attract investment and talent, helping build critical mass of innovation activities in the West.
- A procurement agreement that will enable the provinces to capitalize on their combined buying power through the joint procurement of goods and services.

"To compete in the 21st century global economy, governments must work together to break down barriers and create opportunity," said Alberta Premier Ed Stelmach. "The New West Partnership creates more choice for businesses, workers and consumers. It allows the west to market itself as one region to bolster export development and attract investment."

"In today's global economy we need to break down barriers and open trade within our borders to build a stronger Canada," British Columbia Premier Gordon Campbell said. "The New West Partnership creates a strong economic alliance in Western Canada that will build stronger connections between our provinces and improve our competitiveness."

The first major undertaking of the New West Partnership will be a joint mission to China and Japan in May. Together, the three provinces will promote trade and commerce opportunities with Canada's newest free trade region and draw attention to the New West's global leadership in clean technology, natural resources, and agri-food and agriculture.

The Premiers will also highlight Western Canada's many geographic and infrastructure advantages, including the region's multi-modal Pacific Gateway and Corridor transportation system, and their unwavering support for open skies and open trade with the Asia Pacific region.

The New West Partnership Agreement can be viewed at [www.gov.sk.ca/nwp](http://www.gov.sk.ca/nwp).

-30-

**For more information contact:**

Ian Hanna  
Executive Council  
Regina  
Phone: 306-787-2127

Rebecca Rogoschewsky  
Executive Council  
Regina  
Phone: 306-787-0980

Cam Hantiuk  
Office of the Premier  
Edmonton, AB  
Phone: 780-422-4924

Bridgitte Anderson  
Office of the Premier  
Victoria, BC  
Phone: 604-307-7177

The following document has been posted to the Government of Alberta website to view this document online and/or additional information/background  
<http://www.alberta.ca/acn/201004/282615009A8DE-BAA0-20D6-6ADEA525A09C226C.html>