

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Tuesday, April 12, 2011
10:00 a.m.**

**High Level Rural Hall
Mackenzie County, Alberta**

AGENDA

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e)

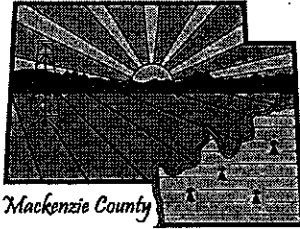
f)

**NEXT MEETING
DATE:**

16. a) Regular Council Meeting
Thursday, April 28, 2011
10:00 a.m.
Conference Room, La Crete County Office

ADJOURNMENT:

17. a) Adjournment



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 12, 2011
Presented By:	Joulia Whittleton, Acting Chief Administrative Officer
Title:	Minutes of the March 30, 2011 Regular Council Meeting

BACKGROUND / PROPOSAL:

Minutes of the March 30, 2011 Regular Council meeting are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

That the minutes of the March 30, 2011 Regular Council meeting be adopted as presented.

Author: C. Gabriel Review by: _____ CAO _____

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**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Wednesday, March 30, 2011
10:00 a.m.**

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

PRESENT:

Bill Neufeld	Reeve
Walter Sarapuk	Deputy Reeve
Jacquie Bateman	Councillor
Peter F. Braun	Councillor
Elmer Derksen	Councillor
Dicky Driedger	Councillor (arrived at 10:25 a.m.)
John W. Driedger	Councillor
Odell Flett	Councillor
Eric Jorgensen	Councillor
Lisa Wardley	Councillor

REGRETS:

ADMINISTRATION:

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

ALSO PRESENT: Members of the media and the public.

Minutes of the Regular Council meeting for Mackenzie County held on March 30, 2011 at the Conference Room, La Crete County Office, Alberta.

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

Reeve Neufeld called the meeting to order at 10:07 a.m.

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

MOTION 11-03-267 **MOVED** by Deputy Reeve Sarapuk

That the agenda be adopted with the following additions:

3. b) Minutes of the March 28, 2011 Special Council Meeting

- Delete 7. b)
- 10. f) Mackenzie Charity Golf Tournament
- 10. g) AUMA Presidents Summit on Energy
- 11. c) Move in-camera
- 12. g) Development Permit 35-DP-11 Single Detached Dwelling within One Mile of the La Crete Airport (La Crete Rural)

CARRIED

**ADOPTION OF
PREVIOUS MINUTES:**

- 3. a) Minutes of the March 8, 2011 Regular Council Meeting**

MOTION 11-03-268

MOVED by Councillor Wardley

That the minutes of the March 8, 2011 Regular Council meeting be adopted as amended.

CARRIED

- 3. b) Minutes of the March 28, 2011 Special Council Meeting (ADDITION)**

MOTION 11-03-269

MOVED by Deputy Reeve Sarapuk

That the minutes of the March 28, 2011 Special Council meeting be adopted as presented.

CARRIED UNANIMOUSLY

**BUSINESS ARISING
OUT OF THE MINUTES:**

- 4. a) None**

GENERAL REPORTS:

- 6. a) Tompkins Crossing Committee Meeting Minutes – December 20, 2010**

MOTION 11-03-270

MOVED by Councillor J. Driedger

That the Tompkins Crossing Committee meeting minutes of December 20, 2010 be received for information.

CARRIED

- 6. b) Parks and Recreation Committee Meeting Minutes January 10, 2011**

MOTION 11-03-271

MOVED by Councillor Braun

That the Parks and Recreation Committee meeting minutes of January 10, 2011 be received for information.

CARRIED

TENDERS:

8. c) Roadside Mowing Tender

MOTION 11-03-272

MOVED by Deputy Reeve Sarapuk

That the Roadside Mowing Tenders be awarded to the lowest qualified tenders as recommended by the Agriculture Service Board.

Mowing Area	Lowest Qualified Bidder	Amount Bid
Buffalo Head/Tompkins/Blue Hills	North West Mowing, La Crete	\$116,976.09
La Crete/88 Connector	North West Mowing, La Crete	\$237,802.95
High Level/Zama	Carl Krahn, La Crete	\$269,358.60
Rocky Lane/Fort Vermilion	South Fort Ranch, Fort Vermilion	\$138,863.42

CARRIED

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

9. a) None

**CORPORATE
SERVICES:**

10. a) Bylaw 805-11 Fee Schedule Bylaw

MOTION 11-03-273
(requires 2/3)

MOVED by Councillor Wardley

That first reading be given to Bylaw 805-11 being the Fee Schedule Bylaw.

CARRIED

MOTION 11-03-274
(requires 2/3)

MOVED by Councillor Braun

That second reading be given to Bylaw 805-11 being the Fee Schedule Bylaw.

CARRIED

MOTION 11-03-275
(requires unanimous)

MOVED by Councillor Derksen

That consideration be given to proceed to third reading of Bylaw 805-11 being the Fee Schedule Bylaw.

CARRIED UNANIMOUSLY

MOTION 11-03-276
(requires 2/3)

MOVED by Deputy Reeve Sarapuk

That third reading be given to Bylaw 805-11 being the Fee Schedule Bylaw.

CARRIED

10. b) Policy FIN017 Reserve Bid and Conditions of Sale

Councillor D. Driedger arrived at 10:25 a.m.

MOTION 11-03-277
(requires 2/3)

MOVED by Deputy Reeve Sarapuk

That Policy FIN017 Reserve Bid and Conditions of Sale be approved as amended.

CARRIED

10. c) Policy FIN025 Purchasing Authority Directive and Tendering Process

MOTION 11-03-278

MOVED by Councillor Braun

That Policy FIN025 Purchasing Authority Directive and Tendering Process be approved as amended.

CARRIED

10. d) Policy RESV016 La Crete Emergency Service Reserve

MOTION 11-03-279

MOVED by Councillor Wardley

That the Policy RESV016 La Crete Emergency Service Reserve be TABLED for further review.

CARRIED

10. e) Tax Roll 106156, Cancellation of GRL15503

MOTION 11-03-280
(requires 2/3)

MOVED by Deputy Reeve Sarapuk

That the 2010 property tax of \$14.33 and penalty of \$0.86 be written off and that the 2011 penalty of \$1.82 be voided for tax roll 106156.

CARRIED

10. f) Mackenzie Charity Golf Tournament (ADDITION)

MOTION 11-03-281

MOVED by Councillor Bateman

That the County proceed with the 3rd Annual Mackenzie Charity Golf Tournament.

CARRIED UNANIMOUSLY

10. g) AUMA President's Summit on Energy (ADDITION)

MOTION 11-03-282

MOVED by Councillor Braun

That Councillor Wardley and Councillor Derksen be authorized to attend the AUMA President's Summit on Energy in Fort McMurray on May 10 – 12, 2011.

CARRIED UNANIMOUSLY

Reeve Neufeld recessed the meeting at 10:49 a.m. and reconvened the meeting at 11:03 a.m.

**OPERATIONAL
SERVICES:**

11. a) County's Regraveling Program for 2011

MOTION 11-03-283

MOVED by Councillor J. Driedger

That administration proceed with the regraveling tender process and that the tender document be accepted as presented.

CARRIED

11. b) 2011 Road Construction Requests

MOTION 11-03-284

MOVED by Councillor Wardley

That the 2011 road construction requests and all affected policies be reviewed by one member of the Equipment Committee, one member of the Agriculture Service Board, and one member of the Ag Land Planning Committee for further review and that a recommendation be brought back to Council.

DEFEATED

MOTION 11-03-285

MOVED by Councillor Braun

That the Equipment Committee review the 2011 road construction requests and all affected policies and bring a recommendation to the next council meeting.

DEFEATED

MOTION 11-03-286

MOVED by Councillor Braun

That administration proceed with the 2011 road construction requests as discussed.

CARRIED

Reeve Neufeld recessed the meeting at 12:20 p.m. and reconvened the meeting at 1:02 p.m.

TENDERS:

8. a) Wadlin Lake Beach Construction – 1:00 p.m.

MOTION 11-03-287

MOVED by Councillor J. Driedger

That the tenders for the Wadlin Lake Beach Construction be opened.

CARRIED

<u>Tenders Received:</u>	Prior to May 15	After Sept. 15
Froese Enterprises	\$55,959.00	\$47,225.00
Jetco Contracting	\$52,721.00	\$45,822.00
Total Harvesting	\$48,900.00	\$43,700.00
Timberbound Const.	\$60,879.20	\$52,563.20

MOTION 11-03-288

MOVED by Councillor Wardley

That the Wadlin Lake Beach Construction tender be referred to

the Parks & Recreation Committee for review and that a recommendation be brought back to the next Council meeting.

CARRIED

8. b) Tractor Tender – 1:00 p.m.

MOTION 11-03-289

MOVED by Councillor D. Driedger

That the tenders for the Tractor Tender be opened.

CARRIED

Tenders Received:

Prairie Coast Equipment	\$100,900.00
Prairie Coast Equipment (August Delivery)	\$ 85,700.00
Kubota Farm & Ranch	\$ 79,775.07
Houder Farm Supply	\$102,750.00

MOTION 11-03-290

MOVED by Councillor Derksen

That the tractor tender be referred to the Equipment Committee for review and that a recommendation be brought back to the next Council meeting.

CARRIED

PUBLIC HEARINGS:

7. a) Bylaw 800-11 Land Use Bylaw Amendment to Rezone Plan 942 2756, Block 21, Lot 13 from Mobile Home Subdivision District 2 "MHS2" to Hamlet Residential District 3 "HR3"(La Crete)

Reeve Neufeld called the public hearing for Bylaw 800-11 to order at 1:18 p.m.

Reeve Neufeld asked if the public hearing for proposed Bylaw 800-11 was properly advertised. Marion Krahn, Supervisor of Planning and Development, answered that the bylaw was advertised in accordance with the Municipal Government Act.

Reeve Neufeld asked the Development Authority to outline the proposed land use bylaw amendment. Marion Krahn, Supervisor of Planning and Development, presented the Development Authority's submission and indicated that first reading was given on March 8, 2011.

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

Reeve Neufeld asked if any submissions were received in regards to proposed Bylaw 800-11. No submissions were received.

Reeve Neufeld asked if there was anyone present who would like to speak in regards to the proposed Bylaw 800-11. There was no one present to speak to the proposed bylaw.

Reeve Neufeld closed the public hearing for Bylaw 800-11 at 1:19 p.m.

MOTION 11-03-291

MOVED by Councillor Braun

That second reading be given to Bylaw 800-11, being a Land Use Bylaw amendment to rezone Plan 942 2756, Block 21, Lot 13 from Mobile Home Subdivision District 2 "MHS2" to Hamlet Residential District 3 "HR3".

CARRIED

MOTION 11-03-292

MOVED by Councillor J. Driedger

That third reading be given to Bylaw 800-11, being a Land Use Bylaw amendment to rezone Plan 942 2756, Block 21, Lot 13 from Mobile Home Subdivision District 2 "MHS2" to Hamlet Residential District 3 "HR3".

CARRIED

7. b) Bylaw 801-11 Road Closure of FRD 570002 NW 6-104-14-W5M, SW 6-104-14-W5M and SE 6-104-14 W5M (Old Buffalo Head Prairie Tower Road)

Item was deleted from the agenda.

11. d) Handi Van

MOTION 11-03-293

MOVED by Councillor J. Driedger

That the 2011 Budget be amended to include \$83,000.00 for the purchase of a new Handi Van for the La Crete area with funding coming from the Emergency Services Reserve.

CARRIED

11. e) La Crete Motel Alley

MOTION 11-03-294

MOVED by Councillor Bateman

That the alley adjacent to the La Crete Motel be TABLED for further information.

CARRIED

**PLANNING &
DEVELOPMENT:**

12. a) Bylaw 791-10 Land Use Bylaw

MOTION 11-03-295

MOVED by Councillor Bateman

That the Land Use Bylaw 791-10 be TABLED to the next meeting.

CARRIED

**12. b) Bylaw 802-11 Land Use Bylaw Amendment to
Rezone Plan 4974KS, Lot L from Hamlet
Residential District 1 "HR1" to Public/Institutional
District "HP" (Fort Vermilion)**

MOTION 11-03-296

MOVED by Councillor Derksen

That first reading be given to Bylaw 802-11, being a Land Use Bylaw amendment to rezone Plan 4974KS, Lot L from Hamlet Residential District 1 "HR1" to Public/Institutional District "HP".

CARRIED

**12. c) Bylaw 804-11 Road Closure lying between SE
13-104-18-W5M and NE 12-104-18-W5M (Blue
Hills)**

MOTION 11-03-297

MOVED by Councillor Braun

That first reading be given to Bylaw 804-11, being a Road Closure Bylaw for the closure and sale of the Government Road Allowance lying north of NE 12-104-18-W5M.

CARRIED

DELEGATIONS:

5. a) Rocky Lane Agricultural Program – 1:30 p.m.

Presentation by Roger Clarke, Superintendent of Schools, Richard Marshall, Trustee, Bill Smith, Principal, and Natalie Morris, Vice-Principal regarding the Rocky Lane School Agricultural Program.

MOTION 11-03-298

MOVED by Councillor Bateman

That administration be instructed to prepare a budget amendment for the Rocky Lane School Agricultural Program for the next council meeting.

CARRIED UNANIMOUSLY

Reeve Neufeld recessed the meeting at 2:06 p.m. and reconvened the meeting at 2:26 p.m.

**12. d) 27-SUB-09 North Point Business Park Ltd.
Subdivision Time Extension on Plan 072 7718,
Block 2, Lot 4 (La Crete)**

MOTION 11-03-299

MOVED by Councillor Braun

That a Subdivision Time Extension be granted for Subdivision 27-SUB-09 on Plan 072 7718, Block 2, Lot 4 in the name of North Point Business Park Ltd. to expire October 22, 2011.

CARRIED

**12. e) Subdivision Application 05-SUB-11 Subdivision
within One Mile of the La Crete Airport (La Crete
Rural)**

MOTION 11-03-300

MOVED by Councillor J. Driedger

That subdivision application 05-SUB-11 in the name of Nick Wiebe and Margaret Wiebe, on SW 2-106-15-W5M, be APPROVED as presented.

CARRIED

12. f) Safety Codes Contract

MOTION 11-03-301

MOVED by Councillor Braun

That the Superior Safety Codes Inc. contract be moved in-camera.

CARRIED

12. g) Development Permit 35-DP-11 Single Detached Dwelling within One Mile of the La Crete Airport (La Crete Rural) (ADDITION)

Councillor J. Driedger declared himself in conflict of interest and left the room at 2:35 p.m.

MOTION 11-03-302
(Requires unanimous)

MOVED by Councillor Braun

That Development Permit 35-DP-11 on Part of NW 1-106-15-W5M (Plan 102 4064, Block 1, Lot 1) in the name of Peter F. Peters be APPROVED as presented.

CARRIED UNANIMOUSLY

Councillor J. Driedger rejoined the meeting at 2:38 p.m.

**EMERGENCY &
ENFORCEMENT
SERVICES:**

13. a) None

IN CAMERA SESSION:

MOTION 11-03-303

MOVED by Councillor Flett

That Council move in-camera to discuss issues under the Freedom of Information and Protection of Privacy Regulations 18 (1) at 2:38 p.m.

- 11. c) Highway 88 Connector Base Pave
- 12. f) Safety Codes Contract
- 15. a) 911 Dispatch Agreement
- 15. b) Land Purchase
- 15. c) Safety Codes Contract Negotiations
- 15. d) Legal (Fire Invoicing, Road Allowance uses)
- 15. e) Personnel
- 15. f) High Level Housing Authority
- 15. g) Rural Waterline
- 15. h) Highway 88 (Gov't)
- 15. i) Tall Cree First Nation – Services Agreements Negotiations

CARRIED

MOTION 11-03-304

MOVED by Councillor J. Driedger

That Council move out of camera at 4:53 p.m.

CARRIED

IN CAMERA SESSION:

15. a) 911 Dispatch Agreement

MOTION 11-03-305

MOVED by Councillor Wardley

That the Communications Ad Hoc Committee review 911 dispatch as discussed.

CARRIED

15. b) Land Purchase

MOTION 11-03-306

MOVED by Councillor Braun

That the 2011 budget be amended to include the following land purchases with funding coming from the General Capital Reserve

Legal Location	Purpose/Use	Approx. Price
SE 16-104-17-W5	Water Point/Fire Hall (Tompkins)	\$ 35,000.00
Sec. 27-106-13-W5 (North & South Half)	Future Landfill Site (Regional)	\$140,000.00
NW & SW 14-106-15-W5	Lagoon Expansion Area (La Crete)	\$ 70,000.00
Total from General Capital Reserve		\$245,000.00

CARRIED

12. f) Safety Codes Contract

15. c) Safety Codes Contract Negotiations

MOTION 11-03-307

MOVED by Councillor Derksen

That Council extend the Superior Safety Codes Inc. contract for one year at the same rate.

CARRIED

15. d) Legal (Fire Invoicing, Road Allowance uses)

MOTION 11-03-308

MOVED by Councillor Bateman

That the legal update be received for information.

CARRIED

15. e) Personnel

MOTION 11-03-309

MOVED by Deputy Reeve Sarapuk

That the personnel update be received for information.

CARRIED

15. f) High Level Housing Authority

MOTION 11-03-310

MOVED by Councillor J. Driedger

That a letter be sent to the Town of High Level and copied to the appropriate Minister's, Town of Rainbow Lake, and the Mackenzie Housing Management Board regarding the High Level Housing Authority.

CARRIED

15. g) Rural Waterline

MOTION 11-03-311

MOVED by Councillor Bateman

That the rural waterline update be received for information.

CARRIED

15. h) Highway 88 (Gov't)

MOTION 11-03-312

MOVED by Councillor Wardley

That the County continue lobbying for Highway 88 base paving.

CARRIED

11. c) Highway 88 Connector Base Pave

MOTION 11-03-313

MOVED by Deputy Reeve Sarapuk

That administration proceed with the design, tender documents, and grant application to have the 88 Connector paved subject to confirmation of Alberta Transportation's financial support in either cash or in kind; and the Borrowing Bylaw passing with appropriate budget amendments.

Reeve Neufeld requested a recorded vote.

CARRIED UNANIMOUSLY

MOTION 11-03-314
(requires 2/3)

MOVED by Councillor Wardley

That the 2011 budget be amended to include \$6 million for the paving of the Zama City Access, with \$3 million being funded by the Province and \$3 million from County borrowing.

Councillor Wardley requested a recorded vote.

In Favor:

Councillor Braun
Councillor Bateman
Councillor D. Driedger
Reeve Neufeld
Deputy Reeve Sarapuk
Councillor Wardley
Councillor Jorgensen
Councillor Flett
Councillor Derksen

Opposed:

Councillor J. Driedger

CARRIED

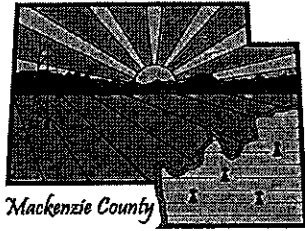
15. i) Tall Cree First Nation – Services Agreements Negotiations

MOTION 11-03-315

MOVED by Councillor Flett

That the Tall Cree Water/Sewer and Waste disposal agreements be approved as presented and that administration prepares and brings to Council the revised bylaw reflecting the new agreements.

CARRIED



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 12, 2011
Presented By:	Joulia Whittleton, Acting Chief Administrative Officer
Title:	Minutes of the March 31, 2011 Special Council Meeting

BACKGROUND / PROPOSAL:

Minutes of the March 31, 2011 Special Council meeting are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

That the minutes of the March 31, 2011 Special Council meeting be adopted as presented.

Author: C. Gabriel Review by: _____ CAO _____

**MACKENZIE COUNTY
SPECIAL COUNCIL MEETING**

**March 31, 2011
3:00 p.m.**

**Conference Room
La Crete County Office**

PRESENT:

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

ABSENT:

ADMINISTRATION:

William Kostiw	Chief Administrative Officer
Joulia Whittleton	Director of Corporate Services
Carol Gabriel	Executive Assistant

ALSO PRESENT:

Minutes of the Special Council meeting for Mackenzie County held on March 28, 2011 in the Conference Room at the La Crete County Office.

CALL TO ORDER: 1. a) Call to Order

Reeve Neufeld called the meeting to order at 3:00 p.m.

AGENDA: 2. a) Adoption of Agenda

MOTION 11-03-320 MOVED by Councillor Wardley

That the agenda be adopted as presented.

CARRIED

WAIVER: 3. a) Signing of Special Meeting Waiver

MOTION 11-03-321 MOVED by Councillor J. Driedger

That the waiver for notice of special council meeting be signed.

CARRIED

BUSINESS:

4. a) Ward Boundary Review

MOTION 11-03-322

MOVED by Councillor Bateman

That Council approve the ward boundary alignments in principle as presented.

CARRIED UNANIMOUSLY

MOTION 11-03-323

MOVED by Councillor Braun

That administration bring back a policy for ward boundary review.

CARRIED

MOTION 11-03-324

MOVED by Councillor Bateman

That a letter be sent to the Minister of Municipal Affairs advising that our ward alignment review has been resolved in principle.

CARRIED UNANIMOUSLY

ADJOURNMENT:

5. a) Adjournment

MOTION 11-03-325

MOVED by Councillor Jorgensen

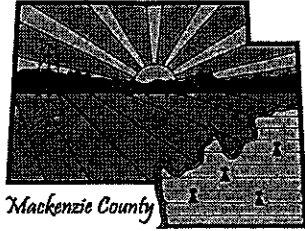
That the Special Council meeting be adjourned at 3:20 p.m.

CARRIED

These minutes will be presented for approval on April 12, 2011.

Bill Neufeld
Reeve

William Kostiw
Chief Administrative Officer



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 12, 2011
Presented By:	Joulia Whittleton, Acting Chief Administrative Officer
Title:	Agricultural Service Board Meeting Minutes – February 9, 2011

BACKGROUND / PROPOSAL:

Information item. The adopted minutes of the February 9, 2011 Agricultural Service Board meeting are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

That the Agricultural Service Board meeting minutes of February 9, 2011 be received for information.

Author: C. Gabriel Review By: _____ CAO _____

**MACKENZIE COUNTY
AGRICULTURAL SERVICE BOARD MEETING**

Wednesday February 9, 2011

10:00 a.m.

Council Chambers

La Crete, AB

PRESENT:	Walter Sarapuk	Chair
	Dicky Driedger	Council Representative
	Joe Peters	Member at Large
	Danny Friesen	Member at Large
	Carla Komarnicki	Member at Large

ABSENT:

ALSO PRESENT:	Grant Smith	Agricultural Fieldman
	Colleen Nate	Admin Officer, Recording Secretary
	Willie Froese	Delegation
	Kevin Morrison	Delegation
	William Kostiw	CAO

Minutes of the Agricultural Service Board meeting for Mackenzie County held on Wednesday February 9, 2011.

CALL TO ORDER: **1. a) Call to Order**
Chair Sarapuk called the meeting to order at 10:05am.

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

MOTION 11-017 **MOVED** by Dicky Driedger

That the agenda be adopted with the addition of 5.1) High Level East Drainage.

CARRIED

**ADOPTION OF THE
PREVIOUS
MINUTES:** **3. a) Minutes of the November 23, 2010 Agricultural Service
Board Meeting**

MOTION 11-018 **Moved by** Joe Peters
That that minutes of the January 5, 2011 Agricultural Service Board Meeting be accepted as presented.

CARRIED

**Business From
Previous Minutes** **4.a) 3 Year Capital Plan**

MOTION 11-019 **Moved by** Carla Komarnicki

That administration email Joulia Whittleton 3 year plan for next Budget meeting.

MOTION 11-020

CARRIED
5.a) Mowing Tenders
Moved by Carla Komarnicki

That changes be made to the Mowing Tender as follows:
Change 2014 to an option year
Opening date be March 25 1:00PM at the La Crete County Office.
Change Safety coordinator to County designate.

Carried
5.b) 2011 Field Day

DISCUSSION

The ASB discussed having speakers to speak on the topics of global economy, crop production and marketing.

MOTION 11-021

Moved by Joe Peters

That the information 2011 Field day discussion be received as information.

MOTION 11-022

Carried.
5.c) 2011 ASB Regional Conference
Moved by Dicky Driedger

That the Mackenzie County ASB will host the 2011 Regional Conference.

MOTION 11-023

Carried
5.d) Land Rental Agreement
Moved by Dicky Driedger

That the land rental agreement be tabled until the next ASB meeting.

MOTION 11-024

Carried.
5. e) Agriculture Land Sale/Expansion
Moved by Dicky Driedger

That the Agriculture Land Sale/Expansion be received as information.

DELEGATION

Carried.
Kevin Morrison and Willie Froese presented to the ASB a letter of request, asking the ASB members if they would consider using

Milestone Engineering for upcoming drainage projects.

INCAMERA

MOTION 11-025

Moved by Joe Peters

That the ASB meeting move In camera at 11:30 am.

Carried

MOTION 11-026

Moved by Danny Friesen

That the ASB meeting move out of camera at 11:50 am.

MOTION 11-027

5.f) 2011-2013 Business Plan

Moved by Dicky Driedger

That the 2011-2013 Business Plan be received as information.

Carried

MOTION 11-028

5.g) Veterinary Negotiations

Moved by Dicky Driedger

That the Veterinary Negotiations be received as information.

Carried

MOTION 11-029

5.h) Milestone Engineering – Delegation

Moved by Carla Komarnicki

That the Milestone Engineering delegation be received as information.

Carried

MOTION 11-030

5.i) Clearhills County Agricultural Tradeshow

Moved by Dicky Driedger

That Clearhills County Agricultural Tradeshow be received as information.

Carried

MOTION 11-031

5.j) Livestock Care Conference

Moved by Dicky Driedger

That Livestock Care conference be received as information.

Carried.

MOTION 11-032

5.k) Tony Batt Drainage (Rocky Lane & Fort Vermilion)

Moved by Dicky Driedger

That the Road ditch be lowered and install a centerline culvert on line 5. This project is to be funded from 2011 operating.

Carried

**NEXT MEETING
DATE**

6.a) Next Meeting Date

The next ASB meeting will be held on March 25, 2011 1:00 pm in the La Crete office.

**ADJOURNMENT
MOTION 11-033**

7.a) Adjournment

Moved by Joe Peters

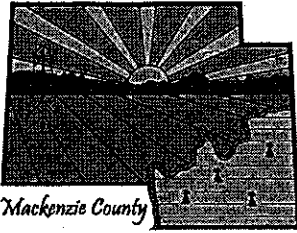
That the ASB meeting be adjourned at 12:30 pm.

Carried

These minutes were approved on March 25, 2011.

Walter Sarapuk, Chair

Grant Smith, Agricultural Fieldman



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 12, 2011
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	Agricultural Land Use Planning Committee Meeting Minutes – February 22, 2011

BACKGROUND / PROPOSAL:

Information item. The adopted minutes of the February 22, 2011 meeting are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

That the Agricultural Land Use Planning Committee meeting minutes of February 22, 2011 be received for information.

Author: C. Gabriel Review By: _____ CAO _____

**Mackenzie County
Agricultural Land Use Planning Committee Meeting
Tuesday, February 22, 2011, 10:00 a.m.
Conference Room, La Crete, Alberta**

PRESENT: Jacquie Bateman Councillor
 Dicky Driedger Councillor
 Elmer Derksen Councillor
 Eric Jorgensen Councillor (arrived at 10:12 a.m.)
 Bill Neufeld Reeve

ALSO PRESENT: Joulia Whittleton Director of Corporate Services

ABSENT: William Kostiw Chief Administrative Officer

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

Chair D. Driedger called the meeting to order at 10:00 a.m.

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

MOTION 11-02-08 **MOVED** by Councilor Bateman

That the agenda be approved with the following additions:

5. c) Spring Flying

5. d) Saw Mills Negotiations

CARRIED

MINUTES: 3. a) **Minutes from the February 2, 2011 Committee Meeting**

MOTION 11-02-09 **MOVED** by Councilor Bateman

That the minutes of the February 2, 2011 Agricultural Land Use Planning Committee meeting be approved as amended.

CARRIED

DELEGATION: 4. a) **None**

BUSINESS: 5. a) **February 15, 2011 Agricultural Land Sale Results**

MOTION 11-02-10 **MOVED** by Councilor Bateman

That the meeting be moved into camera at 10:03 a.m.

CARRIED

Councilor Jorgensen arrived at 10:12 a.m.

MOTION 11-02-11 **MOVED** by Councilor Bateman

That the meeting be moved out of camera at 11:45 a.m.

CARRIED

MOTION 11-02-12 **MOVED** by Councilor Bateman

That the February 15, 2011 results be accepted for information.

CARRIED

b) Phase II – First Nations Negotiations

MOTION 11-02-13 **MOVED** by Councilor Derksen

That a recommendation be taken to Council to encourage AB SRD to proceed with the agricultural land sales East of Hwy 88 and West of High Level as expeditiously as possible.

CARRIED

c) Spring Flying

MOTION 11-02-14 **MOVED** by Councilor Jorgensen

That a flight be arranged in April-May to evaluate the lands East of Highway 88 and West of High Level.

CARRIED

d) Saw Mills Negotiations

MOTION 11-02-15 **MOVED** by Councilor D. Driedger

That Darcy Beach, AB SRD representative be invited to the next meeting

CARRIED

NEXT MEETING DATE:

6. a) **Next Meeting Date – March 18, 2011 at 12:00 p.m. in La Crete**

ADJOURNMENT:

7. a) **Adjournment**

MOTION 11-02-16 **MOVED** by Councilor Bateman

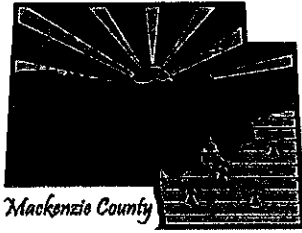
That the Agricultural Land Use Planning Committee be adjourned at 11:55 a.m.

CARRIED

These minutes were adopted at March 18, 2011 meeting.

Dicky Driedger, Chair
Councillor

Joulia Whittleton,
Director of Corporate
Services/Recording Secretary



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 12, 2011
Presented By:	John Klassen, Director of Operations – South
Title:	Parks and Recreation Committee Meeting Minutes February 23, 2011

BACKGROUND / PROPOSAL:

The adopted minutes of the February 23, 2011 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 February 23, 2011 be received for information.

Author: C. Friesen Review Date: _____ CAO _____

**MACKENZIE COUNTY
PARKS AND RECREATION COMMITTEE**

**February 23, 2011
12:00 noon**

**La Crete Boardroom
La Crete, Alberta**

MINUTES

PRESENT: Lisa Wardley Chair, Councilor
Peter Braun Vice Chair, Councilor (teleconference)
Dicky Driedger Councilor
Odell Flett Councilor

ALSO PRESENT: John Klassen Director of Operations, South
Al Hoggan Director of Operations, North
Lisa Schmidt Public Works Administrative Officer,
South
Colleen Nate Public Works Administrative Officer,
North
Henry Klassen Parks and Playgrounds Leadhand,
South

ABSENT:

CALL TO ORDER:

1. a) Call to Order

Councilor Wardley called the meeting to order at 12:33 pm

AGENDA:

2. a) Adoption of Agenda

MOTION 11-011

MOVED by Councilor Driedger

That the agenda be adopted as amended with the addition of:
4a) Fee Schedule Bylaw
7e) Bridge Campsite Lease
7f) Turnaround Area

CARRIED

MINUTES:

3. a) Adoption of the January 10, 2011 minutes

MOTION 11-012

MOVED by Councilor Flett

That the minutes of January 10, 2011 Parks and Recreation Committee meeting be adopted as presented.

CARRIED

**BUSINESS ARISING
OUT OF THE MINUTES:**

4. a) Fee Schedule Bylaw

MOTION 11-013

MOVED by Councilor Driedger

That the Fee Schedule Bylaw be accepted as presented.

CARRIED

ACTION LIST:

5. a) Adoption of the January 10, 2011 action list

MOTION 11-014

MOVED by Councilor Driedger

That the Action List be adopted as presented.

CARRIED

NEW BUSINESS:

7. a) 2011 Proposed Budget Amendments

MOTION 11-015

MOVED by Councilor Flett

That item be tabled until the next meeting when all budget items should be presented

CARRIED

- b) Wadlin Beach Update

MOTION 11-016

MOVED by Councilor Driedger

That the Wadlin Beach Update be accepted for information.

CARRIED

- c) Wadlin Beach Cost Comparison

MOTION 11-017

MOVED by Councilor Wardley

That administration proceeds with Request for Proposals for the Wadlin Lake Beach Construction and bring proposal results back to the next meeting.

CARRIED

Councilor Wardley recessed meeting at 1:50 pm.

Councilor Wardley reconvened meeting at 2:03 pm.

d) ARPA Membership (2 memberships)

MOTION 11-018

MOVED by Councilor Driedger

That the item be tabled to the next meeting.

CARRIED

e) Bridge Campsite Lease

MOTION 11-019

MOVED by Councilor Braun

That the Parks and Recreation lease for Bridge Campsite be accepted and signed.

CARRIED

f) Turnaround Area

MOTION 11-020

MOVED by Councilor Flett

That the item be brought back to the next meeting with more information.

CARRIED

DELEGATIONS:

6. a)

**INFORMATION/
CORRESPONDENCE:**

8. a)

**NEXT MEETING
DATE:**

11. a) Parks and Recreation Committee Meeting

The next Parks and Recreation Committee meeting is scheduled for March 30 2011 at 12:00 noon at the La Crete council chambers.

ADJOURNMENT:

12. a) Adjournment

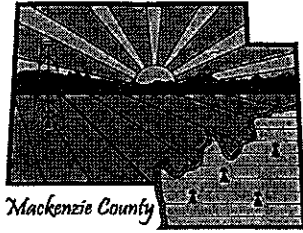
MOTION 11-021

MOVED by Councilor Braun

That the Parks and Recreation Committee Meeting be adjourned at 2:20 pm.

CARRIED

These minutes were adopted this _____ day of _____, 2011



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 12, 2011
Presented By:	Joulia Whittleton, Acting Chief Administrative Officer
Title:	Mackenzie Housing Management Board Meeting Minutes – February 28, 2011

BACKGROUND / PROPOSAL:

Information item. The adopted minutes of the February 28, 2011 meeting are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

That the Mackenzie Housing Management Board meeting minutes of February 28, 2011 be received for information.

Author: C. Gabriel Review By: _____ CAO _____

**MACKENZIE HOUSING MANAGEMENT BOARD
REGULAR BOARD MEETING
February 28, 2011 – 10:00 A.M.
Fireside Room – Heimstaed Lodge**

In Attendance:

George Friesen, Chair
John W. Driedger, Vice Chair
Abe Peters
Ellis Forest
Peter Wieler
Shirley Rechlo
Wally Olorenshaw

Regrets:

Dave Neufeld
Dawn Moberly
Reuben Derksen

Administration:

Barb Spurgeon, Chief Administrative Officer
Dorothy Klassen, Lodge Manager
Lisa Unruh, Executive Assistant
Lloyd Janzen, Kitchen Supervisor
Nettie Wolfe, Housekeeping Supervisor

Call to Order:

Chair George Friesen called the Board meeting to order at 10:00 a.m.

Agenda:

Approval of Agenda

11-026

Moved by John W. Driedger

That the agenda be approved as presented.

Carried.

Minutes:

November 29, 2010 Organizational Board Meeting

11-027

Moved by Ellis Forest

That the minutes of the November 29, 2010 Organizational Board meeting be approved as distributed.

Carried

January 31, 2011 Board Meeting

11-028

Moved by Wally Olorenshaw

That the minutes of the January 31, 2011 Regular Board meeting be approved as distributed.

Carried

11-029

Moved by Wally Olorenshaw

That the George Friesen & John W. Driedger be authorized to vote on behalf of Mackenzie Housing Management Board at the ASCHA conference March 14 – 16, 2011.

Carried

Reports:

CAO Report

11-030

Moved by John W. Driedger

That the Chief Administrative Officer report be accepted for information.

Carried

Financial Reports

Housing – January 31, 2011

11-031

Moved by Peter Wieler

That the January 31, 2011 Housing financial report be accepted for information.

Carried

Lodge – January 31, 2011

11-032

Moved by Abe Peters

That the January 31, 2011 Lodge financial report be accepted for information.

Carried

Assisted Care – January 31, 2011

11-033

Moved by Wally Olorenshaw

That the January 31, 2011 Assisted Care financial report be accepted for information.

Carried

Arrears Report

11-034

Moved by Ellis Forest

That the January 2011 arrears report be received for information.

Carried

New Business:

2011 Lodge Budget

11-035

Moved by Peter Wieler

That the proposed 2011 Lodge Budget be approved.

Carried

Dress Code Policy

11-036

Moved by Shirley Rechlo

That policy ADM-008 Dress Code be approved as distributed.

Carried

Restraint Policy

11-037

Moved by Ellis Forest

That Policy NUR-225 Restraints, Safety and Positioning Devices be approved as presented.

Carried

Meeting Dates

11-038

Moved by Peter Wieler

That the April 25, 2011 regular board meeting be moved to May 2, 2011 at the same time and place.

Carried

11-039

Moved by Shirley Rechlo

That a special Board meeting be called to review the audited financial statements.

Carried

Information Items:

11-040

Moved by Ellis Forest

That the following items be accepted for information:

Bank reconciliation for January 2011
2010 Housing Grants
LAP – Maintenance Grant
Lodge Newsletter

Carried

In Camera

Update on Personnel

11-041

Moved by Wally Olorenshaw

That consideration be given to move in camera at 11:12 a.m.

Carried

11-042

Moved by Ellis Forest

That consideration be given to move out of in-camera at 11:15 a.m.

Carried

Board Minutes
February 28, 2011

Next Meeting Date: Regular Board Meeting
March 28, 2011 - 10:00 a.m.
Fireside Room – Phase I
Heimstaed Lodge

Adjournment:

11-043

Moved by Peter Wieler

That the board meeting of February 28, 2011 be adjourned at
11:26 a.m.

Carried

George Friesen, Chair

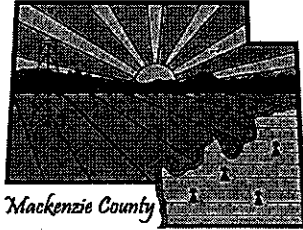
Lisa Unruh, Executive Assistant

**MACKENZIE HOUSING MANAGEMENT BOARD
SPECIAL BOARD MEETING
March 9, 2011 – 5:00 p.m.
Teleconference**

- In Attendance:** George Friesen, Chair
John W. Driedger, Vice Chair
Abe Peters
Peter Wieler
Shirley Rechlo
Wally Olorenshaw
Dawn Moberly
- Regrets:** Dave Neufeld
Ellis Forest
Reuben Derksen
- Administration:** Barb Spurgeon, Chief Administrative Officer
- Call to Order:** Chair George Friesen called the Board meeting to order at 5:02 p.m.
- New Business:** **2010 Audited Financial Statements**
- Chairman Friesen welcomed Vivian Taylor and Tara Waddy from Meyers Norris Penny LLP to the meeting and turned the floor over to them to present the 2010 audited financial statements.
- Tara Waddy presented the 2010 financial statements and answered any questions.
- 11-044 Moved by John W. Driedger
- That the audited 2010 financial statements be approved as presented.
- Carried
- Adjournment:** Chairman Friesen adjourned the meeting at 5:32 p.m.

George Friesen, Chair

B. L. Spurgeon, CAO



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 12, 2011
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	Finance Committee Meeting Minutes – February 7 and March 8, 2011

BACKGROUND / PROPOSAL:

Information item. The adopted minutes of the February 7th and March 8, 2011 meetings are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

That the Finance Committee meeting minutes of February 7 and March 8, 2011 be received for information.

Author: C. Gabriel Review By: _____ CAO _____

**Mackenzie County
Finance Committee Meeting
Monday, February 7, 2011, 3:00 p.m.
Conference Room, La Crete Office**

PRESENT: Bill Neufeld Reeve
Walter Sarapuk Deputy Reeve
Peter Braun Chair, Councillor (teleconferencing)
Lisa Wardley Vice Chair, Councillor

ALSO PRESENT: William Kostiw Chief Administrative Officer
Joulia Whittleton Director of Corporate Services

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

Chair Braun called the meeting to order at 3:06 p.m.

**ADOPTION
OF AGENDA:**

3. a) **Adoption of Agenda**

MOTION 012/11 MOVED by Reeve Neufeld

That the agenda be approved as amended.

CARRIED

MINUTES:

4. a) **Minutes from Committee Meeting on January 10, 2011**

MOTION 013/11 MOVED by Deputy Reeve Sarapuk

That the minutes of January 10, 2011 Finance Committee Meeting be approved as presented.

CARRIED

BUSINESS:

5. a) **Ambulance Building Lease Agreements**

Jason Gabriel, Manager of Ambulance Services with Alberta Health Services attended the meeting. The leasing and purchasing options for the County owned ambulance facilities currently occupied by AHS were discussed.

MOTION 014/11 MOVED by Reeve Neufeld

That Administration investigates and brings two options (leasing vs. selling) for the ambulance buildings, with pros and cons, to the next committee meeting.

CARRIED

b) Personal Vehicle Allowance Rate Structure Policy ADM033

MOTION 015/11 MOVED by Councilor Warldey

That a recommendation be taken to Council to amend the Policy ADM033 as discussed and that no application be approved until the Policy is reviewed and amended by Council.

CARRIED

c) La Crete Recreational Board Request

MOTION 016/11 MOVED by Councilor Braun

That a \$3,065.88 reimbursement be issued to the La Crete Recreation Board for the ATCO Gas invoice to refurbish the natural gas compressor.

CARRIED

MOTION 017/11 MOVED by Deputy Reeve Sarapuk

That the committee moves into camera (3:47 p.m.).

CARRIED

MOTION 018/11 MOVED by Deputy Reeve Sarapuk

That the committee moves out camera (4:30 p.m.).

CARRIED

d) Release of Municipal Audit Letter – Request for Input

MOTION 019/11 MOVED by Reeve Neufeld

That a recommendation be taken to Council to issue a reply to the Release of Municipal Audit Letter request for input from AAMD&C as amended.

CARRIED

e) **Out-of-Scope Personnel Benefits**

MOTION 020/11

MOVED by Councilor Wardley

That the out-of-scope personnel benefits information be accepted for information.

CARRIED

f) **Senior Employee Contract**

MOTION 021/11

MOVED by Deputy Reeve Sarapuk

That the senior employee contract be accepted for information..

CARRIED

NEXT MEETING DATE:

6. **Next Meeting Date**

The next meeting date will be at the call of chair.

ADJOURNMENT:

7. a) **Adjournment**

MOTION 022/11

MOVED by Councillor Wardley

That the Finance Committee meeting be adjourned at 4:38 p.m.

CARRIED

These minutes were adopted this March 9, 2011.

Peter Braun, Chair, Councilor

Joulia Whittleton,
Director of Corporate
Services/Recording Secretary

**Mackenzie County
Finance Committee Meeting
Wednesday, March 8, 2011, 3:00 p.m.
Fort Vermilion, Staff Coffee Room**

PRESENT: Bill Neufeld Reeve
Walter Sarapuk Deputy Reeve
Peter Braun Chair, Councillor (teleconferencing)
Lisa Wardley Vice Chair, Councillor

ALSO PRESENT: William Kostiw Chief Administrative Officer
Joulia Whittleton Director of Corporate Services

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

Chair Braun called the meeting to order at 2:15 p.m.

**ADOPTION
OF AGENDA:** 3. a) **Adoption of Agenda**

MOTION 023/11 **MOVED by Councilor Wardley**

That the agenda be approved as amended:

5. i) Personal Vehicle Use Allowance Policy ADM033

5. j) Regional Airports

5. k) Capital Projects - Funding

5. l) Councilor Flett Request (conference attendance and teleconferencing
for a regular council meeting)

CARRIED

MINUTES: 4. a) **Minutes from Committee Meeting on February 7, 2011**

MOTION 024/11 **MOVED by Deputy Reeve Sarapuk**

That the minutes of February 7, 2011 Finance Committee Meeting be approved as presented.

CARRIED

BUSINESS: 5. a) **2011 Budget – Airports**

MOTION 025/11 **MOVED by Reeve Neufeld**

That Administration prepares a draft budget amendment for the La Crete and Fort Vermilion Airports as discussed for Council approval.

CARRIED

b) **January 2011 Council Honorarium and Expense Claims**

MOTION 026/11 **MOVED by Deputy Reeve Sarapuk**

That the January 2011 Council honorariums and expense claims be accepted for information.

CARRIED

c) **Vehicle – Current CAO**

MOTION 027/11 **MOVED by Councilor Braun**

That the current CAO vehicle be disposed of as discussed.

CARRIED

d) **CAO Timesheet**

MOTION 028/11 **MOVED by Councilor Wardley**

That CAO timesheet be approved as presented.

CARRIED

e) **AAMD&C Convention Meetings**

MOTION 029/11 **MOVED by Councilor Wardley**

That the meetings with the Alberta Health Care and RCMP officials be arranged during AAMD&C convention.

CARRIED

MOTION 030/11 **MOVED by Reeve Neufeld**

That a recommendation be taken to Council to arrange a meeting with the neighboring municipalities (in the same Zone) impacted by the provincial Land Use Framework.

CARRIED

f) **AUPE Negotiations**

MOTION 031/11 **MOVED by Councilor Wardley**

That administration prepares the wages & salaries/benefits analysis for presentation to Council at the first meeting in May 2011 in order to acquire the overall direction for the AUPE negotiations from Council and with a recommendation to engage a lawyer for the process.

CARRIED

g) Tallcree First Nations Negotiations

MOTION 032/11 MOVED by Councilor Wardley

That the Tallcree First Nations service agreements be tabled for further review.

CARRIED

h) Land Acquisition for a Waste Facility

MOTION 033/11 MOVED by

That administration defines the potential locations for the proposed County waste landfill and brings a recommendation to Council regarding the land acquisition (preferably a full section), along with a timeline for soil testing, proceedings and funding options

CARRIED

i) Personal Vehicle Allowance Rate Structure Policy ADM033

MOTION 034/11 MOVED by Councilor Wardley

That use of a personal vehicle under the Personal Vehicle Allowance Rate Structure Policy ADM033 shall be limited to out-of-scope personnel.

CARRIED

j) Regional Airports

MOTION 035/11 MOVED by Reeve Neufeld

That the Regional Airports be tabled to further discussions.

CARRIED

k) Capital Projects – Funding Negotiations

MOTION 036/11 MOVED by Deputy Reeve Sarapuk

That the committee moves into camera (3:45 p.m.)

CARRIED

MOTION 037/11 MOVED by Councilor Wardley

That the committee moves out of camera (4:05 p.m.)

CARRIED

MOTION 038/11 MOVED by Reeve Neufeld

That the financial calculations for the Hwy 88 Connector capital project be brought to the next Council meeting for review and discussion.

CARRIED

l) **Councilor Flett's Request (conference attendance and teleconferencing for a regular council meeting)**

MOTION 039/11 MOVED by Reeve Neufeld

That Councilor Flett's request be received for information.

CARRIED

NEXT MEETING DATE:

6. **Next Meeting Date – April 4, 2011 at 1:00 p.m. in Fort Vermilion**

ADJOURNMENT: 7. a) **Adjournment**

MOTION 040/11 MOVED by Councillor Wardley

That the Finance Committee meeting be adjourned at 4:08 p.m.

CARRIED

These minutes were adopted this April 4, 2011.

Peter Braun, Chair, Councilor

Joulia Whittleton,
Director of Corporate
Services/Recording Secretary

**Mackenzie County
Municipal Planning Commission Meeting**

**Mackenzie County Office
La Crete, Alberta**

Thursday, February 24, 2011 @ 9:00 a.m.

PRESENT

Jack Eccles	Chair, MPC Member
John W. Driedger	Vice-Chair, Councillor
Elmer Derksen	Councillor, MPC Member
Wally Schroeder	MPC Member
Danny Friesen	MPC Member
Marion Krahn	Supervisor of Planning and Development
Liane Lambert	Development Officer
Cathy Friesen	Assistant Development Officer

ALSO PRESENT

Donny Roberts Zama Site Manager

1. CALL TO ORDER

Jack Eccles called the meeting to order at 9:04 a.m.

2. ADOPTION OF AGENDA

MOTION 11-025 MOVED by John W. Driedger

That the agenda be adopted with the following addition:

6e)MPC Packages

CARRIED

3. MINUTES

a) Adoption of Minutes

MOTION 11-026 MOVED by Wally Schroeder

That the minutes of the February 1, 2011 Municipal Planning Commission meeting be adopted as presented.

CARRIED

b) **Business Arising from Previous Minutes**

No Business Arising from Previous Minutes.

4. **DEVELOPMENT**

a) **Development Permit Application 09-DP-11
North Point Business Park; Lumber Yard
Plan 072 7718, Block 2, Lot 11; La Crete**

MOTION 11-027 **MOVED** by Wally Schroeder

That Development Permit 09-DP-11 on Plan 072 7718, Block 2, Lot 11 in the name of North Point Business Park be APPROVED with the following conditions:

Failure to comply with one or more of the attached conditions shall render this permit Null and Void

1. Minimum building setbacks: 9.1 meters (30 feet) front (west) yard; 9.1 meters (30 feet) north and south side yards, 9.1 meters (30 feet) rear (east) yard, from the property lines, or setbacks required by Safety Codes, whichever is greater. It is the responsibility of the developer to find out the Safety Codes setbacks.
2. This permit approval is subject to the construction of an access to the property to County standards. PRIOR to installation of any new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed at the developer's expense.
3. Prior to commencement of any construction, contact John Klassen, Director of Operational Services, at 780-928-3983 to identify water line size for service and fire protection.
4. Building to be connected to the Municipal water and sewer system and the cost of connection fees will be borne by the owner.
5. New construction only. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall compliment the

natural features and character of the site to the satisfaction of the Development Authority.

6. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
7. Provide adequate off street parking as follows: The minimum parking standards are 1 space per 45 square meters of building area, which in this case is 21 public parking stalls, 1 space per each full time employee and 1 space for every 2 part time employees. *"One parking space, including the driveway area, shall occupy 27.87 square meters (300 square feet)."*
8. The municipality has assigned the following address to the noted property 10511-95th Street. You are required to display the address (10511) to be clearly legible from the street and be on a contrasting background. The minimum size of the characters shall be four inches in height.
9. If a sign is placed on the property the sign shall be located a minimum of:
 - a. 20 meters from regulatory signs
 - b. 3 meters (9 feet) from the outer edge of the road or not less than 1.5 meters from the property line if on private property.
10. The sign shall be a minimum of 1.5 meters to a maximum of 2.5 meters in height above the shoulder of the road.
11. The site and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.
12. The sign shall:
 - a. Not obstruct the orderly and safe flow of vehicular and pedestrian traffic.
 - b. Not unduly interfere with the amenities of the district.
 - c. Not materially interfere with or affect the use, enjoyment or value of neighbouring properties.
 - d. Not create visual or aesthetic blight.

13. The total site area shall have a positive surface drainage without adversely affecting the neighbouring properties.
14. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

CARRIED

- b) Development Permit Application 17-DP-11
Melvin Leslie; Ancillary Building (Detached Garage)
with Variance
Plan 882 1687, Block 12, Lot 24; Zama**

MOTION 11-028 **MOVED** by Elmer Derksen

That Development Permit 17-DP-11 on Plan 882 1687, Block 12, Lot 24 in the name of the Melvin Leslie be APPROVED with the following conditions:

Failure to comply with one or more of the attached conditions shall render this permit Null and Void

- 1. Minimum setbacks for the Ancillary Building (detached garage) are:**
 - a. 7.62 meters (25 feet) from the front (facing Bearpaw Crescent);**
 - b. 2.44 meters (8 feet) rear (backing Tower Road) yard;**
 - c. 1.52 meters (5 feet) side yards (north and south), from the property lines.**
- 2. A one (1) foot height variance for the Ancillary Building (detached garage) is hereby granted. The maximum height of the Ancillary Building (detached garage) shall be 16 feet from grade to peak.**
- 3. This Ancillary Building (detached garage) is approved for personal purposes only and no commercial activity is permitted in this building or district. If the developer/owner/resident intends to use the Ancillary Building (detached garage) for commercial use, a rezoning or Land Use Bylaw amendment application must be submitted and approved. Upon approval of the**

rezoning or Land Use Bylaw amendment, a new development permit must be received and approved prior to the commencement of a commercial use.

4. The Ancillary Building (detached garage) shall be constructed and finished with similar construction materials as the residence and shall compliment the natural features of the site and the aesthetics of the neighbouring residences to the satisfaction of the Development Authority. The exterior of the existing residence and the Ancillary Building (detached garage) shall be similar in appearance and color.
5. The Ancillary Building (detached garage) shall be located so that the vehicle entrance doors shall be no closer than 7.6 m (25 ft) to the property boundary upon which they open. No Ancillary Building (detached garage) shall be located with the vehicle entrance doors facing any public utility lane.
6. No Ancillary Building erected/or moved onto the site shall be used as a dwelling.
7. Building to be connected to the Municipal water and sewer system and the cost of connection fees will be borne by the owner.
8. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-927-3718. Access to be constructed at the developer's expense.
9. **No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.**
10. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.

11. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

CARRIED

- c) **Development Permit Application 18-DP-11
Jake Wiebe; Farm Building (Shop) with Setback Variance
Part of NW 17-105-14-W5M (Plan 102 2432, Block 1, Lot 2);
Wilson Prairie Area**

MOTION 11-029 **MOVED** by John W. Driedger

That Development Permit 18-DP-11 on Part of NW 17-105-14-W5M (Plan 102 2432, Block 1, Lot 2) in the name of the Jake Wiebe be APPROVED with the following conditions:

Failure to comply with one or more of the attached conditions shall render this permit Null and Void

1. **This Farm Building (Farm Shop) is approved for farm purposes only and no commercial activity is permitted in this building or district. If the developer/owner/resident intends to use the Farm Building (Farm Shop) for commercial use, a rezoning or Land Use Bylaw amendment application and/or Development Permit Application must be submitted and approved.**
2. **A variance of the south side yard setback has been granted as shown in Condition 3.**
3. **Minimum building setbacks:**
 - a. 41.14 meters (135 feet) from the front west yard property line;
 - b. 15.24 meters (50 feet) from the north side yard property line;
 - c. **7.62 meters (25 feet) from south side yard property line;**
 - d. 15.24 meters (50 feet) from east rear yard property lines.
4. **Minimum building structure setbacks from the upper bank of Teepee Creek shall be 30.48 meters (100 feet) or**

15.24 (50 feet) from property line or setback requirements from Alberta Environment, whichever is greater.

5. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards.
6. All sewage disposal systems to be in conformance with the Alberta Private Sewage Systems Standard of Practice 2009.
7. **No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.**
8. **This permit approval is subject to the construction of an access to the property to County standards. PRIOR to installation of any new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed at the developer's expense.**
9. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
10. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

CARRIED

- d) Development Permit Application 21-DP-11
Peter W. Driedger; Single Detached Dwelling with
Attached Garage)
Plan 052 0560, Block 4, Lot 4; La Crete**

MOTION 11-030 MOVED by Danny Friesen

That Development Permit 21-DP-11 on Plan 052 0560, Block 4, Lot 4 in the name of the Peter W. Driedger be APPROVED with the following conditions:

Failure to comply with one or more of the attached conditions shall render this permit Null and Void

1. Minimum building setbacks (including decks) are: 15.24 meters (50 feet) front (east) yard; 7.62 meters (25 feet) rear (west) yard; 4.57 meters (15 feet) north and south side yards, from the property lines.
2. **The lowest opening of the building shall be a minimum of 2.0% above the centerline elevation of the street abutting the property.**
3. **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the basement and/or flooding of the basement.**
4. **Payment of \$3,958.00 Sewer Connection Fee in accordance with Bylaw 455/04.**
5. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall compliment the natural features and character of the site and the aesthetics of the neighbouring houses to the satisfaction of the Development Authority.
6. The Municipality has assigned the following address to the noted property 8813-95 Street. You are required to display the address (8813) to be clearly legible from the street and be on a contrasting background. The minimum size of the characters shall be four inches in height.
7. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at

- 780-928-3983. Access to be constructed at the developers' expense.
8. Building to be connected to the Municipal water and sewer system and the cost of connection fees will be borne by the owner.
 9. Provide adequate off street parking as follows: The minimum parking shall be 300 square feet per vehicle owned plus an additional 500 square feet for off street parking.
 10. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
 11. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
 12. **The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.**

CARRIED

5. **SUBDIVISION**

- a) **Subdivision Proposal 02-SUB-11
Plan 102 2263, Block 1, Lot 3 (Part of SE 8-106-15-W5M)
Reuben D. and Trudy Derksen; La Crete**

MOTION 11-031 MOVED by John W. Driedger

That the Subdivision Proposal 02-SUB-11, in the name of Reuben D. and Trudy Derksen on Part of SE 8-106-15-W5M (Plan 102 2263, Block 1, Lot 3), be received for information.

CARRIED

6. **MISCELLANEOUS ITEMS**

- a) **Bylaw ___-11 Land Use Bylaw Amendment
Plan 942 2756, Block 21, Lot 13; La Crete
Cozy Corner Guest Home**

MOTION 11-032 MOVED by Wally Schroeder

That the Municipal Planning Commission recommendation to Council be for the approval of Bylaw ___-11, being a Land Use Bylaw amendment to rezone Plan 942 2756, Block 21, Lot 13 from Mobile Home Subdivision District 2 "MHS2" to Hamlet Residential District 3 "HR3", subject to public hearing input.

CARRIED

MOTION 11-033 MOVED By Wally Schroeder

That the Municipal Planning Commission recommendation to Council be to grant a variance of the Boarding/Rooming House guest room restriction to allow 7 guest rooms for the building proposed on Plan 942 2756, Block 21, Lot 13. Furthermore, that the variance is subject to an approved Development Permit and compliance with the conditions contained therein.

CARRIED

- b) **Bylaw ___-11 Road Closure Bylaw
North of NE 12-104-18-W5M; Blue Hills
John Giesbrecht**

MOTION 11-034 MOVED by Elmer Derksen

That the Municipal Planning Commission recommendation to Council be for the approval of Bylaw ___-11, being a Road Closure Bylaw for the closure and sale of the Government Road Allowance north of NE 12-104-18-W5M, subject to public hearing input.

CARRIED

- c) **Bylaw 791-10 Land Use Bylaw Public Meetings**

MOTION 11-035 MOVED Danny Friesen

That the Land Use Bylaw 791-10 public meeting update be received for information.

CARRIED

Jack Eccles recessed the meeting at 9:55 a.m.

Jack Eccles reconvened the meeting at 9:59 a.m.

d) Action List

The Action List of February 1, 2011 was reviewed.

e) MPC Packages

MOTION 11-036 **MOVED** by Danny Friesen

That the MPC package update be received as information.

CARRIED

7. IN CAMERA

There were no In camera items to discuss.

8. NEXT MEETING DATES

Municipal Planning Commission meeting dates are scheduled as follows:

- ❖ March 18, 2011 at 9:00 a.m. in La Crete
- ❖ April 4, 2011 at 10:00 p.m. in La Crete

9. ADJOURNMENT

MOTION 11-037 **MOVED** by John W. Driedger

That the Municipal Planning Commission meeting be adjourned at 10:14 a.m.

CARRIED

These minutes were adopted this 18 day of March 2011.



Jack Eccles, Chair

**Mackenzie County
Municipal Planning Commission Meeting**

**Mackenzie County Office
La Crete, Alberta**

Friday, March 18, 2011 @ 9:00 a.m.

PRESENT

Jack Eccles	Chair, MPC Member
John W. Driedger	Vice-Chair, Councillor
Elmer Derksen	Councillor
Danny Friesen	MPC Member
Wally Schroeder	MPC Member
Marion Krahn	Supervisor of Planning and Development
Liane Lambert	Development Officer
Cathy Friesen	Assistant Development Officer

DELEGATIONS

Henry Enns	Developer (Bylaw 782-10)
Aganetha Reimer	Developer (Subdivision Application 03-SUB-11)

1. CALL TO ORDER

Jack Eccles called the meeting to order at 9:01 a.m.

2. ADOPTION OF AGENDA

MOTION 11-038 **MOVED** by John W. Driedger

That the agenda be adopted with the following additions:

4e) Development Permit Application 05-DP-11
Neufeld Petroleum & Propane; Bulk Fertilizer Sales
(Anhydrous Ammonia Tank)
Part of SE 21-110-15-W5M; Rocky Lane Rural

CARRIED

3. MINUTES

a) Adoption of Minutes

MOTION 11-039 **MOVED** by Wally Schroeder

That the minutes of the February 24, 2011 Municipal Planning Commission meeting be adopted as presented.

CARRIED

b) **Business Arising from Previous Minutes**

No business arising from previous minutes.

4. **DEVELOPMENT**

Development items 4a through 4e will be discussed later in the meeting.

5. **SUBDIVISION**

Subdivision items 5a and 5b will be discussed later in the meeting.

6. **MISCELLANEOUS ITEMS**

a) **Bylaw 782-10 Land Use Bylaw Amendment
Part of NW 9-106-15-W5M; La Crete
Vanguard Realty Ltd.**

Henry Enns was present to discuss his Land Use Bylaw amendment application.

MOTION 11-040 MOVED by Danny Friesen

That Bylaw 782-10, being a Land Use Bylaw amendment application to rezone Part of NW 9-106-15-W5M from Mobile Home Subdivision District 1 "MHS1" to Hamlet Residential District 1B "HR1B", be received for information.

CARRIED

Miscellaneous item 6b will be discussed later in the meeting.

5. **SUBDIVISION**

a) **Subdivision Application 03-SUB-11
NW 6-105-14-W5M; 27th Baseline Area**

John K. and Aganetha Reimer

Aganetha Riemer was present to discuss the proposed subdivision.

MOTION 11-041 **MOVED** by John W. Driedger

That Subdivision Application 03-SUB-11 in the name of John K. and Aganetha Reimer, on NW 6-105-14-W5M, be tabled for further discussion later in the meeting.

CARRIED

Subdivision item 5b will be discussed later in the meeting.

4. DEVELOPMENT

- a) **Development Permit Application 223-DP-10
Justine Friesen; Mobile Home Addition with two Decks and
Mobile Home Renovation (New Roof);
Removal of Existing Addition
Plan 912 2041, Block 15, Lot 20; La Crete**

MOTION 11-042 **MOVED** by Wally Schroeder

That Development Permit 223-DP-10 on Plan 912 2041, Block 15, Lot 20 in the name of Justine Friesen be APPROVED with the following conditions:

Failure to comply with one or more of the attached conditions shall render this permit Null and Void

1. Minimum building setbacks from property lines are;
 - a. 7.62 meters (25 feet) front (north) yard;
 - b. 2.43 meters (8 feet) rear (south) yard;
 - c. 1.52 meters (5 feet) side yards (east and west).

2. The Mobile Home Addition and Renovation (New Roof) shall be constructed and finished with similar construction materials as the existing Mobile Home to accepted standards and shall compliment the natural features and character of the site to the satisfaction of the Development Authority. The exterior of the Mobile Home and Mobile Home addition shall be similar in appearance and color.

3. This permit approval is subject to an access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed at the developers' expense.
4. The municipality has assigned the following address to the noted property 10413-103 Avenue. You are required to display the address (10413) to be clearly legible from the street and be on a contrasting background. The minimum size of the characters shall be four inches in height.
5. Building to be connected to the municipal water and sewer system and the cost of connection fees will be borne by the owner.
6. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
7. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
8. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

CARRIED

- b) Development Permit Application 26-DP-11
Willy Neufeld; Home Based Business (Health Store)
Plan 022 5319, Block 1, Lot 8; La Crete**

MOTION 11-043 **MOVED** by John W. Driedger

That Development Permit 26-DP-11 on Plan 022 5319, Block 1, Lot 8 in the name of the Willy Neufeld be APPROVED with the following conditions:

Failure to comply with one or more of the attached conditions shall render this permit Null and Void

1. This permit may be revoked at any time, if, in the opinion of the Development Authority, the Home Based Business has become detrimental or otherwise incompatible with the amenities of the neighborhood.
2. Comply with applicable legislation under the Public Health Act and obtain the appropriate approvals prior to commencement of development. Contact the Health Inspector at 780-841-3275.
3. The Home Based Business shall not involve the storage of goods in the public view, a change in appearance of the residence or its accessory buildings.
4. Shall not employ any employees who do not reside on-site.
5. An unlighted sign to identify the Home Based Business may be placed on the exterior of the Single Detached Dwelling and the sign shall not exceed 1.1 meters (12 square feet).
6. At all times, the privacy of the adjacent dwellings shall be preserved and the Home Based Business shall not unduly offend the surrounding residents by way of excessive lighting, noise, traffic, congestion, late visitations by clients, etcetera.
7. The municipality has assigned the following address to the noted property 9806-95 Street. You are required to display the address (9806) to be clearly legible from the street and be on a contrasting background. The minimum size of the characters shall be four inches in height.
8. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed at the developers' expense.
9. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations

and County Bylaws and resolutions relating to the development of the lands.

CARRIED

- c) Development Permit Application 28-DP-11
Riverside Trailers; Automotive Equipment, Sales and/or
Services and Retail Store (Parts)
Plan 062 6286, Block 23, Lots 9 and 10; La Crete**

MOTION 11-044 **MOVED** by Danny Friesen

That Development Permit 28-DP-11 on Plan 062 6286, Block 23, Lots 9 and 10 in the name of the Riverside Trailers be REFUSED.

CARRIED

Jack Eccles recessed the meeting at 9:54 a.m.

Jack Eccles reconvened the meeting at 10:00 a.m.

- d) Development Permit Application 31-DP-11
Wayne Schmidt; Mobile Home (Wellsite Unit)
Plan 862 1341, Block 17, Lot 38, Stall 9; La Crete**

Marion Krahn advised that the Development Permit 31-DP-11 was withdrawn by the applicant.

MOTION 11-045 **MOVED** by Elmer Derksen

That Development Permit 31-DP-11 on Plan 862 1341, Block 17, Lot 38, Stall 9 in the name of the Wayne Schmidt be received for information.

CARRIED

- e) Development Permit Application 05-DP-11
Neufeld Petroleum & Propane; Bulk Fertilizer Sales
(Anhydrous Ammonia Tank)
Part of SE 21-110-15-W5M; Rocky Lane Rural**

MOTION 11-046 **MOVED** by Elmer Derksen

That Development Permit 05-DP-11 on Part of SE 21-110-15-W5M in the name of Neufeld Petroleum & Propane be APPROVED with the following conditions:

Failure to comply with one or more of the attached conditions shall render this permit Null and Void

1. **This permit approval is for a 30,000 gallon NH₃ (Anhydrous Ammonia) tank.**
2. **The developer shall construct a fence around the Anhydrous Ammonia tank to the standard required by the Fertilizer Safety and Security Council or 5 foot chain link, whichever is greater.**
3. **Bollards shall be installed around the perimeter of the Anhydrous Ammonia tank to the satisfaction and requirements of the Fertilizer Safety and Security Council or Safety Codes, whichever standard is greater. These Bollards are required to prevent damage to the tank.**
4. The NH₃ (anhydrous ammonia) tank shall meet the requirements of the Fertilizer Safety and Security Council. It is the developers' responsibility to find out the requirements of the Fertilizer Safety and Security Council and to adhere to the same.
5. The tank must be constructed, located, and inspected in accordance with the provisions of the Alberta Safety Codes Act and its regulations.
6. **Minimum tank setbacks:**
 - a. **41.15 meters (135 feet) from any road allowances, and**
 - b. **15.24 meters (50 feet) from any other property lines.**
7. The tank shall be placed within the bounds of the rezoned area of the quarter section, as shown in the attached Bylaw 795-11, and setbacks shown in Condition 1 shall also apply from the boundaries of the rezoned area.
8. The NH₃ (anhydrous ammonia) tank shall not be located within 450 meters of any existing residential dwelling.
9. Clear signage identifying contents of the tank must be posted at all times.

10. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-927-3718. Access to be constructed at the developers' expense.

11. If a sign is placed on the **property** adjacent to a local road, shall be located a minimum of:

- i. 200 meters from regulatory signs, and
- ii. Not less than 1.5 meters from the property line.

No sign shall be placed on Municipal Property or the Road Allowance.

12. The sign shall be a minimum of 1.5 meters to a maximum of 2.5 meters in height above the shoulder of the road.

13. The sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.

14. The sign shall:

- i. Not obstruct the orderly and safe flow of vehicular and pedestrian traffic.
- ii. Not unduly interfere with the amenities of the district.
- iii. Not materially interfere with or affect the use, enjoyment or value of neighbouring properties.
- iv. Not create visual or aesthetic blight.

15. The total site area shall have a positive surface drainage without adversely affecting neighboring property.

16. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

CARRIED

5. SUBDIVISION

- a) **Subdivision Application 03-SUB-11
NW 6-105-14-W5M; 27th Baseline Area
John K. and Aganetha Reimer**

MOTION 11-047 MOVED by John W. Driedger

That Subdivision Application 03-SUB-11 in the name of John K. and Aganetha Riemer, on NW 6-105-14-W5M, be APPROVED with the following conditions:

1. This approval is for a two lot subdivision, 10.01 acres (4.05 hectares) and 11.59 acres (4.69 hectares) in size.
2. Applicant/developer shall enter into and comply with a Development Agreement with the Mackenzie County which shall contain, but is not limited to:
 - a) Prior to any development on the proposed subdivision, the developer shall obtain a Development Permit from the Municipality.
 - b) Provision of access to the subdivision and the balance of the quarter in accordance with Mackenzie County standards at the developers' expense.
 - c) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2009.
 - d) The dugout located within the northerly most parcel shall be completely backfilled and reclaimed to farmland condition to the satisfaction of the Development Authority prior to the registration of the subdivision.
 - e) The surveyed plan shows that the Mobile Home and sheds located within the easterly portion of the southerly most parcel are being removed. The removal of these buildings is required prior to the registration of the subdivision.
 - f) A 7.62 meter (25 foot) variance of the north side yard setback is hereby granted for the northerly most shed of the northerly most subdivision as shown in the tentative plan.
 - g) Provision of a storm water management plan. Contact Cathy Friesen, Assistant Development Officer, at 780-928-3983 to discuss the requirements for your subdivision.

- h) Dedication of the most westerly 5.18 meters of the proposed subdivision for future road widening.
- i) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.
- j) Provision of municipal reserve in the form of money in lieu of land. Specific amount is based on 10% of the subject land and on the current market value. The current market value for this property is \$5,500 per acre. Municipal reserve is charged at 10%, which is \$550.00 per subdivided acre. 10 acres times \$550 equals \$5,500.00.
- k) Provision of and negotiations for utility rights-of-way and/or easements as required by the utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.

CARRIED

- b) Subdivision Application 04-SUB-11
Part of SE 17-104-15-W5M
(Plan 102 2773, Block 1, Lot 1); Buffalo Head Prairie
Peter Unrau**

MOTION 11-048 **MOVED** by Wally Schroeder

That Subdivision Application 04-SUB-11 in the name of Peter Unrau, on Part of SE 17-104-15-W5M (Plan 102 2773, Block 1, Lot 1), be **APPROVED** with the following conditions:

1. This approval is for a single lot subdivision, 10.0 acres (4.05 hectares) in size.
2. Applicant/developer shall enter into a Development Agreement with the Mackenzie County which shall contain, but is not limited to:
 - a) Prior to any development on the proposed subdivision, the developer shall obtain a Development Permit from the Municipality.

- b) Provision of access to the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developers' expense. The access to the subdivision and the balance of the lands are required to be constructed off of Township Road 104-2. No direct access onto Highway 697 is permitted.
- c) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2009.
- d) Provision of a storm water management plan. Contact Cathy Friesen, Assistant Development Officer, at 780-928-3983 to discuss the requirements for your subdivision.
- e) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.
- f) Provision of utility right-of-way as required by ATCO Electric, Telus and Northern Lights Gas and others.
- g) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.

CARRIED

6. MISCELLANEOUS ITEMS

- b) Bylaw 802-11 Land Use Bylaw Amendment
Plan 4974KS, Lot L; Fort Vermilion
Faith Gospel Fellowship**

MOTION 11-048 MOVED by Elmer Derksen

That the Municipal Planning Commission recommendation to Council be for the approval of Bylaw 802-11, being a Land Use Bylaw amendment to rezone Plan 4974KS, Lot L from Hamlet Residential District 1 "HR1" to Public/Institutional District "HP", subject to public hearing input.

CARRIED

c) **Action List**

The Action List of February 24, 2011 was reviewed.

7. **IN CAMERA**

MOTION 11-049 **MOVED** by John W. Driedger

The Municipal Planning Commission go in camera at 10:15 a.m.

CARRIED

MOTION 11-050 **MOVED** by Wally Schroeder

The Municipal Planning Commission come out of in camera at 10:29 a.m.

CARRIED

8. **NEXT MEETING DATES**

Municipal Planning Commission meeting dates are scheduled as follows:

- ❖ April 4, 2011 at 10:00 p.m. in La Crete
- ❖ April 20, 2011 at 10:00 p.m. in La Crete
- ❖ May 9, 2011 at 10:00 p.m. in La Crete

9. **ADJOURNMENT**

MOTION 11-051 **MOVED** by John W. Driedger

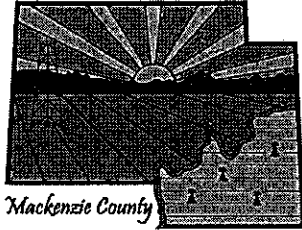
That the Municipal Planning Commission meeting be adjourned at 10:33 a.m.

CARRIED

These minutes were adopted this 4 day of April 2011.



Jack Eccles, Chair



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 12, 2011
Presented By:	Joulia Whittleton, Acting Chief Administrative Officer
Title:	CAO & Director Reports

BACKGROUND / PROPOSAL:

See attached Director reports.

OPTIONS & BENEFITS:

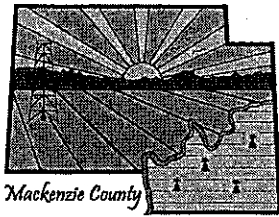
COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

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

Author: C. Gabriel Reviewed By: _____ CAO _____

6



Mackenzie County

P.O. Box 640, Fort Vermilion, AB T0H 1N0
Phone (780) 927-3718 Fax (780) 927-4266
www.mackenziecounty.com

CAO REPORT TO COUNCIL April 12, 2011

This report is a brief overview of the County's business affairs and significant projects.

All of the County's business affairs are in excellent order as was evidenced in our annual audit. The major projects do need Council's attention as to establishing priorities for new projects that require grant funding. I would encourage Council to have a special capital projects meeting with the directors and the new CAO as soon as convenient.

The area Council needs to review is committee activity as it is becoming very onerous for staff. The calling of committee meetings needs to be coordinated through the Reeve to ensure there is enough staff time to cover the meetings and keep the official record.

In summary, Council and staff have accomplished great things in the past five years and as a "team" much more can be accomplished. The future looks very good for Mackenzie County and Council needs to stand united and not sweat the little things.

Thank you to all Council and staff for the wonderful opportunity to work with you and I wish you all the best in the future.

Respectfully submitted,

William Kostiw,
Chief Administrative Officer

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

Page 1

Current and Completed Corporate Services Department Projects/Activities:

- Community Sustainability Committee
 - A letter of response regarding the Municipal Sustainability Strategy was sent to Municipal Affairs.

- Finance Committee
 - Prepared a package and attended the March 9 and April 4 meeting;
 - Bursaries Policy and Bursaries Reserve Policy will be presented to Council at their April 12 meeting;
 - Ambulance Buildings – options were reviewed by the Committee and presented Council at their April 12 meeting.

- Agricultural Land Use Planning Committee – prepared the package and attended the meeting on February 22, 2011.

- Council Planning Workshops – prepared the workshop material and facilitated the workshop on March 2 and assisted at March 31 workshop.

- 2010 Year End – the Financial Statement and the Financial Information Return were drafted and are being reviewed by auditors. A Finance Committee meeting is being scheduled to review the 2010 year end results in detail prior to these being presented to Council during their April 28, 2011 meeting,

- Tallcree First Nations – the agreements were presented to and approved by Council.

- Attended 2011 Municipal Seminar by Reynolds Mirth Richard & Farmer LLP.

- The department is currently researching and working on proposed revisions to the existing reserves policies after receiving some feedback from the Finance Committee members. This information will be presented and reviewed by the Committee prior to being presented to Council with the Committee's recommendations.

Legal Files Update

No updates to report

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

Page 2

Personnel/Human Resources.

No changes to report

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

- Draft a new Bursary Policy for Finance Committee to Review
- 2011 taxes – download/reconcile assessments and prepare tax bylaw
- 2011 budget revision to incorporate requisitions
- Long Term Capital Plan that correlates with a new business plan of Council
- Grants applications preparation as new programs become available
- Job Description – a review and update of all job descriptions

Respectfully submitted,

Joulia Whittleton

To: William (Bill) Kostiw, Chief Administrative Officer

From: Marion Krahn, Supervisor of Planning and Development

Page 1

Completed Projects:

- Alberta Municipal Affairs audit of Safety Codes Permits. Conducted on April 5th and 6th. The process went well with a few suggested changes and issues to address. A written audit report will be provided within 3-4 weeks.

Ongoing Projects:

- County Land Use Bylaw. The comments from the public and Mackenzie Municipal Services Agency (MMSA) were presented and tabled at the March 30, 2011 Council meeting. The matter will be presented to Council on April 28, 2011 for direction prior to further amendments.
- Draft General Municipal Improvements Standards. The final draft of this document was intended to be presented to Council for review in April however due to delays in staff review of this document, the matter has been postponed.
- Safety Codes Service Contract. Administration is in the process of extending the current contract with Superior Safety Codes as directed by Council on March 30, 2011.
- Draft Airport Vicinity Protection Area (AVPA). This matter has been rescheduled to be addressed after the adoption of the Land Use Bylaw.
- Subdivision review of by Stewart Weir has been rescheduled to be addressed later in the year. The intent in this process is to review the outstanding items/requirements of the outstanding subdivisions and form a plan for resolution.
- Hamlet maps. The data for the La Crete maps will be consolidated into one map as already completed for Fort Vermilion and Zama. Once this is done each Hamlet map will contain layers that can be turned on and off as desired and reduce the amount of staff time needed for updating as only one map, not three will need to be updated. Technical problems with the La Crete maps are being reviewed by staff.
- At the direction of the Municipal Planning Commission (MPC), Administration is conducting a review of the Municipal Reserve Policy RESV 10. The intent of this review is to bring back options for the calculation of Municipal Reserve (money in lieu of land). This matter has been researched by staff and options will be presented to the MPC on April 20, 2011.
- At the direction of the MPC, Administration is researching a policy intended to prevent the issuance of a new Development Permit when the existing development and/or access contain deficiencies. The intent of this policy is to provide an incentive to developers to complete their development to the required specifications and to prevent the existing problems from being compounded upon. Research for this matter is complete and will be presented to the MPC on April 20, 2011.
- The matter of the access/road to Part of SE 26-104-14-W5M (Plan 002 3789, Block 1, Lot 1) is ongoing.
- Development staff continues to receive numerous subdivision enquiries. Some of these enquiries relate to the SRD lands being sold.

To: William (Bill) Kostiw, Chief Administrative Officer
From: Marion Krahn, Supervisor of Planning and Development
Page 2

- A draft timeline for Planning and Development projects is being created and will be handed out at the Council meeting.

Future Projects and Goals:

- Review of Development practices to ensure that adequate Bylaws and Policies exist.
- Area Structure Plans for Fort Vermilion, Zama and La Crete.
- Planning and Development highlights article in the County image. This article is intended to provide information regarding approved Development Permits, Subdivision applications and Rezoning Bylaws.
- Creation of a Planning and Development handbook. This document is intended to clearly outline the steps taken for Development processes.

Personnel/Human Resources

- Planning staff will be attending the Personnel/Human Resources course in La Crete on April 28th and 29th. This course deals with office procedures and practices.

Respectfully submitted,

Marion Krahn

Director of Operations (North) Report

April 12, 2011

Regular Council Meeting

Past

- March 10th attended Equipment Committee meeting.
- March 14th – 18th attended the Alberta Waste Water Operator Association Conference in Banff.
- March 21st attended the Rocky Lane Ag Society meeting.
- March 24th attended the Ad Hoc Waste Management Committee meeting.
- March 28th and 29th attended the Ground Force Training Gravel Road School in Edmonton.
- March 30th attended the Ad Hoc Communications Committee meeting.
- April 4th attended the Rural Water Line Committee meeting.
- April 4th attended the Parks and Recreation Committee meeting.

Present

- The rural water line continues to make progress with the line now approximately 2 miles north of the 88 Connector. Currently construction has been halted due to wet conditions with start up expected May 2, 2011.
- The Fort Vermilion tractor tender is complete and a recommendation has been made to the Equipment Committee.
- Carry over projects from the 2010 budget year are in progress.
- Peace River Bridge Campground expansion plans are in progress.
- Grader Beat Review is complete and has been presented to the Equipment Committee.
- Plans are in progress for the new road construction requests that were approved by Council.
- Dust control advertisements have been published.
- By-Law Enforcement Officer has been hired and will begin employment shortly.
- Advertisements have also been published for the seasonal summer staff hiring.

Public Works staff continues to work to minimize flooding and keep up with spring drainage. Multiple culverts have been steamed and cleaned. The Fort Vermilion water treatment plant has increased it's production from 16 liters per second to 20 liters per second to keep up with the increased demand from the commercial and industrial water haulers. We continue to have our weekly staff meetings in an effort to keep all of our staff "in the loop" and informed.

Future

- Upcoming projects:
 - Hutch Lake stairs.
 - Mackenzie Housing Basketball Court.
 - High Level Rural 110-2 road rebuild.
 - Rocky Lane Road re-construction.
 - Machesis Lake caretaker site expansion.
 - Peace River Bridge Campground development.
 - Road construction requests.
 - High Level East Drainage project (in coordination with Agricultural Services).
 - Bridge Repair Files

Thank you,

Al Hoggan
Director of Operations - North
Mackenzie County

To: Chief Administrative Officer, Mackenzie County

Director of Operations (South) Report For April 12, 2011 Regular Council Meeting

Spring has arrived and although we have had more snow accumulation this year than last year the way the thaw is progressing seems to be helping County staff minimize the potential flooding and erosion problems due to spring runoff, the field staff have been busy thawing culverts and opening various ditches to assist the runoff where we have had problems in the past.

Administration is working on the final adjustments to the 2011 budget which will be presented to Council by the Finance Department later this month.

Public works is currently working on developing the regravelling plan for the 2011 season.

Dust control season is just around the corner and we are currently advertizing with the deadline for applications being April 29th. Administration asks that if a Councilor has an area of priority for dust control within their ward that you contact the director of the area so we can include it in our plan.

I anticipate a busy season ahead and my departments are gearing up for the summer season of regular maintenance and projects as approved by Council.

I have booked a vacation toward the end of this month and will be away from April 14th to the 26th, I will be carrying my cell phone and will be checking messages, e-mails and will return calls that may be urgent. I will be back in the office on the morning of the 27th.

Below is a list of carry forward and new projects in my area of responsibility for the upcoming season;

Carry Forward/In Progress;

- 1) La Crete Office Building
- 2) La Crete Library Building
- 3) Tompkins Fire Hall
- 4) La Crete 98th Ave
- 5) LC 102nd St and 91st Ave
- 6) AJA Friesen Drainage
- 7) LC 100th Ave Reconstruction
- 8) RV Park Road Construction
- 9) LC Airport
- 10) Rural Water Phase 1
- 11) North Point Lift Station
- 12) LC Lagoon Study
- 13) Atlas Landing Lease
- 14) LC East Walking Trails Lease

New Projects for 2011;

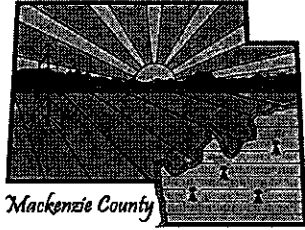
- 1) LC County Sign
- 2) LC Fire Dept Paging System
- 3) Road Construction Requests
- 4) LC 100th Ave Reconstruction Phase 2
- 5) LC Recreation Center Storm Sewer
- 6) LC Cold Storage Construction
- 7) LC Hydrant Replacement Project
- 8) LC Filter Media Replacement
- 9) LC Walking Trail Overlay
- 10) Wadlin Lake Beach Construction

Thank You.

John Klassen

Mackenzie County

Director of Operations (South)



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 12, 2011
Presented By:	Joulia Whittleton, Acting Chief Administrative Officer
Title:	Bylaw 808-11 Appointment of Chief Administrative Officer

BACKGROUND / PROPOSAL:

As per Section 205 of the MGA, Council must appoint a person to the position of Chief Administrative Officer.

The contract for the new CAO was approved on February 8, 2011. Therefore a bylaw is attached to appoint Roy Brideau as Chief Administrative Officer for the County effective April 18, 2011.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

Motion 1

That first reading be given to Bylaw 808-11 being a bylaw to appoint Roy Brideau to the position of Chief Administrative Officer effective April 18, 2011.

Motion 2

That second reading be given to Bylaw 808-11 being a bylaw to appoint Roy Brideau to the position of Chief Administrative Officer effective April 18, 2011.

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

Motion 3 (Requires Unanimous)

That consideration be given to go to third reading of Bylaw 808-11 being a bylaw to appoint Roy Brideau to the position of Chief Administrative Officer.

Motion 4

That third reading be given to Bylaw 808-11 being a bylaw to appoint Roy Brideau to the position of Chief Administrative Officer effective April 18, 2011.

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

BYLAW NO. 808-11

**BEING A BY-LAW OF
MACKENZIE COUNTY,
IN THE PROVINCE OF ALBERTA,**

**TO APPOINT TO THE POSITION OF
CHIEF ADMINISTRATIVE OFFICER**

WHEREAS, pursuant to the provisions of the Municipal Government Act, Revised Statutes of Alberta, 2000, Chapter M-26, the Council must appoint to the position of Chief Administrative Officer.

NOW THEREFORE, THE COUNCIL OF MACKENZIE COUNTY, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, ENACTS AS FOLLOWS:

1. Pursuant to Section 205 of the Municipal Government Act, and Mackenzie County Bylaw No. 030/95, Roy Brideau is hereby appointed to the position of Chief Administrative Officer effective April 18, 2011.
2. That this bylaw shall come into force and take effect on April 18, 2011 and rescind and replace Bylaw 703-09.

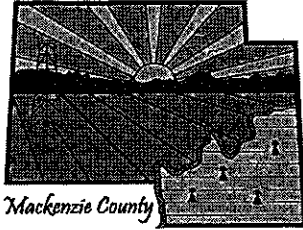
First Reading given on the _____ day of April, 2011.

Second Reading given on the _____ day of April, 2011.

Third Reading and Assent given on the _____ day of April, 2011.

Bill Neufeld
Reeve

Chief Administrative Officer



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 12, 2011
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	Bylaw 809-11 – To Repeal Bylaw 141/98 being the Bylaw to Approve an Agreement between MD of Mackenzie No. 23 and Tallcree Respecting the Provision of Water and Sewer Services

BACKGROUND / PROPOSAL:

Mackenzie County provides water and sewer services to the Tallcree residential subdivision directly adjacent to the Hamlet of Fort Vermilion. In addition, the waste from this subdivision is being hauled into the County's waste transfer station.

OPTIONS & BENEFITS:

Council reviewed and approved the newly negotiated Water/Sewer Agreement and Waste Disposal Agreement at their last Council meeting. The agreements were signed during the April 4, 2011 Finance Committee meeting.

Since the old agreements were approved by a bylaw, it is advisable to either rescind the bylaw or approve a new bylaw with the new agreements.

Administration recommends repealing the old bylaw and treat the agreements in the same way as any other service provision agreements. There is no legislative requirement to have these agreements approved by a bylaw.

Under MGA, s. 63 (2) (b), Council has authority to repeal a bylaw "that is inoperative, obsolete, expired, spent or otherwise ineffective".

COSTS & SOURCE OF FUNDING:

NA

Author: J. Whittleton Reviewed by: _____ CAO _____

RECOMMENDED ACTION:

Motion 1:

That first reading be given to Bylaw 809-11 being the bylaw to repeal Bylaw 141/98 approving an agreement between MD of Mackenzie No. 23 and Tallcree respecting the provision of water and sewer services.

Motion 2:

That second reading be given to Bylaw 809-11 being the bylaw to repeal Bylaw 141/98 approving an agreement between MD of Mackenzie No.23 and Tallcree respecting the provision of water and sewer services.

Motion 3: (requires unanimous)

That consideration be given to proceed to third reading of Bylaw 809-11 being the bylaw to repeal Bylaw 141/98 approving an agreement between MD of Mackenzie No. 23 and Tallcree respecting the provision of water and sewer services.

Motion 4:

That third and final reading be given to Bylaw 809-11 being the bylaw to repeal Bylaw 141/98 approving an agreement between MD of Mackenzie No. 23 and Tallcree respecting the provision of water and sewer services.

Author: J. Whittleton Reviewed by: _____ CAO _____

BYLAW NO. 809-11

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

**TO REPEAL BYLAW 141/98 BEING THE BYLAW APPROVING
AN AGREEMENT BETWEEN THE
MUNICIPAL DISTRICT OF MACKENZIE NO. 23
AND THE TALLCREE BAND
RESPECTING THE PROVISION OF
WATER AND SEWER SERVICES**

WHEREAS, under the authority and pursuant to the provisions of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, Mackenzie County may pass a bylaws authorizing revision or consolidations of bylaws; and

WHEREAS, under the authority and pursuant to the provisions of the Municipal Government Act, Statutes of Alberta, 1994, Chapter M-26.1, the Municipal District of Mackenzie No. 23 passed Bylaw 141/98 on July 21, 1998 authorizing an agreement respecting provision of water and sewer services to the Tallcree Band; and

WHEREAS, the Council of Mackenzie County in the Province of Alberta has deemed it desirable to repeal Bylaw 141/98 due to its obsolescence.

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

1. That Bylaw 141/98 being a bylaw approving an agreement between the Municipal District of Mackenzie No.23 and the Tallcree Band respecting the provision of water and sewer services be repealed.
2. That this bylaw shall come into force and take effect upon receiving third and final reading.

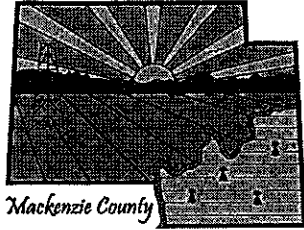
READ a first time this day of _____, 2011.

READ a second time this day of _____, 2011.

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

Bill Neufeld
Reeve

Chief Administrative Officer



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 12, 2011
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	Bylaw 810-11 – Fee Schedule Bylaw

BACKGROUND / PROPOSAL:

Council approves various fees for services.

OPTIONS & BENEFITS:

The proposed amendment incorporates the fire services fees into the Fee Schedule Bylaw. There are different fees proposed for residential, non-residential, and County and Provincial roads incidents.

Please review the revised draft bylaw.

COSTS & SOURCE OF FUNDING:

NA

RECOMMENDED ACTION:

Motion 1: (requires 2/3)

That first reading be given to Bylaw 810-11 being the Fee Schedule Bylaw.

Motion 2: (requires 2/3)

That second reading be given to Bylaw 805-11 being the Fee Schedule Bylaw.

Author: J. Whittleton **Reviewed by:** _____ **CAO** _____

Motion 3: (requires unanimous)

That consideration be given to proceed to third reading of Bylaw 810-11 being the Fee Schedule Bylaw.

Motion 4: (requires 2/3)

That third reading be given to Bylaw 810-11 being the Fee Schedule Bylaw.

Author: J. Whittleton Reviewed by: CAO

BYLAW NO. 805-11 810-11

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

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

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

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

ADMINISTRATION

Item	Amount	GST
Photocopying	\$0.25/sheet	Applicable
Laminating (up to 11 x 17")	\$10.00 per page	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	As per Alberta Government rates in force at the time of the request plus 25% for administration	Applicable
County Ownership Maps	\$25.00	Applicable
County Ownership Map Booklet –Laminated Individual Pages - Laminated	\$50.00 \$10.00	Applicable
Hamlet Maps	\$10.00	Applicable
Aerial Photos	Size 8.5 x 11 to 11 x 17": black & white - \$5.00 color - \$10.00; Size over 11 x 17 up to 30 x 41.5" black & white - \$50.00 color - \$100.00	Applicable

Item	Amount	GST
Boardroom Rental (no charge to non-profit community groups)	\$50.00/day	Applicable
Council or other Board Minutes	\$5.00/set	Applicable

DEVELOPMENT

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

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

PUBLIC WORKS

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

EQUIPMENT AND LABOUR

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

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

AIRPORTS

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

PARKS

Section 1: General Park Fees

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

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

Section 2: Penalties

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

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

Section 2: Penalties Cont'd

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

Note:

Every person who contravenes a section of the Municipal Parks Bylaw is guilty of an offence and liable to the penalty as set out above or, on summary conviction to a fine not exceeding two thousand dollars (\$2,000.00) or imprisonment for a term of not more than six (6) months or to both a fine and imprisonment (in accordance with Provincial Regulations).

TRAFFIC REGULATIONS

Traffic Regulation Bylaw Part 2: Parking

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

Traffic Regulation Bylaw Part 3: Rules for Operation of Vehicles

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

Traffic Regulation Bylaw Part 4: Controlled and Restricted Highways

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

Traffic Regulation Bylaw Part 5: Miscellaneous

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

Note:

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

FIRE SERVICES FEES

Residential and Farm Dwellings Fires

Item	Amount
<i>Response fees including man power:</i>	
Pumper Unit	\$200.00 per hour
Ladder Unit (Aerial)	\$200.00 per hour
Tanker Unit	\$200.00 per hour
Rescue Unit	\$200.00 per hour
Contracted Services (ie water haulers, equipment, labour, etc.)	Cost plus 15%
Consumable Items	Cost plus 15%
<i>Manpower Fee:</i> (if only manpower is requested/needed)	
Officers	\$25.00 per man hour
Firefighter	\$20.00 per man hour

Non-Residential Fires and County or Provincial Roadways Incidents

Item	Amount
<i>Response fees including man power:</i>	
Pumper Unit	\$400.00 per hour
Ladder Unit (Aerial)	\$400.00 per hour
Tanker Unit	\$400.00 per hour
Rescue Unit	\$400.00 per hour
Contracted Services (ie water haulers, equipment, labour, etc.)	Cost plus 15%
<i>Manpower Fee:</i> (if only manpower is requested/needed)	
Officers	\$50.00 per man hour
Firefighter	\$40.00 per man hour

False Alarms

Item	Amount
Response to False Alarm 1 st Call	No charge
(within same year as 1 st Call) 2 nd Call	\$100.00
(within same year as 1 st Call) 3 rd Call	\$200.00
(within same year as 1 st Call) 4 th Call	\$300.00

Other Fees

Item	Amount
Violation Ticket* – 1 st Offence	\$250.00
Violation Ticket* – 2 nd and Subsequent Offences	\$500.00
Fire Works Permit (no charge to non-profit groups)	\$50.00 per permit
Filling of Air Cylinders (breathing air) i) Small cylinder (30 min) ii) Cascade cylinder	\$10.00 \$25.00 \$30.00 \$100.00
Water Flow Testing Reports	\$100.00
File Search (fire inspections and investigations)	\$35.00 per search
Fire Permit	No charge
Fire Inspection Services Within the County	\$50.00 per hour plus expenses
Fire Inspection Services Outside of the County	\$75.00 per hour plus expenses
Re-inspection with Outstanding Fire Code Violations	\$50.00 per visit
Training course(s) to other individuals/groups	Cost plus \$15% administrative fee
Expert Witness Services – Civil Litigation	\$25.00 per hour to a maximum of \$350.00 per day plus expenses
Occupant Load Determination (no charge to non-profit groups)	\$100.00 per certificate

*As specified in Fire Services Bylaw

Note:

- a) Every person who violates a provision of Fire Services Bylaw is guilty of an offense and is punishable upon summary conviction, to a fine not exceeding two thousand dollars (\$2,000.00) or to a term of imprisonment not exceeding one (1) year or to both.

b) Nothing shall prevent a Peace Officer from:

- (i) immediately issuing a Violation Ticket for the mandatory Court appearance to any person who contravenes any provision of the Mackenzie County Fire Services Bylaw, or
- (ii) issuing a Voluntary Payment ticket in lieu of a mandatory Court appearance for \$100.00

2. This Bylaw shall come into force and effect upon receiving third reading and shall repeal Bylaw ~~797/11~~ 805-11.

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

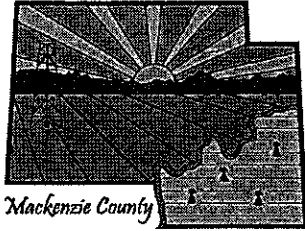
READ a first time this _____ day of _____, 2011.

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

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

Bill Neufeld
Reeve

Chief Administrative Officer



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 12, 2011
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	Bylaw 811-11 – Fire Services Bylaw

BACKGROUND / PROPOSAL:

Council established bylaw 684/08 for provision of fire services.

OPTIONS & BENEFITS:

The proposed amendment to the Bylaw includes removing the fees as these are addressed in the Fee Schedule Bylaw, removing references to Director of Emergency Services and replacing these with Chief Administrative Officer.

Please review the revised draft bylaw.

COSTS & SOURCE OF FUNDING:

NA

RECOMMENDED ACTION:

Motion 1: (requires 2/3)

That first reading be given to Bylaw 811-11 being the Fire Services Bylaw.

Motion 2: (requires 2/3)

That second reading be given to Bylaw 811-11 being the Fire Services.

Author: J. Whittleton Reviewed by: _____ CAO _____

Motion 3: (requires unanimous)

That consideration be given to proceed to third reading of Bylaw 811-11 being the Fire Services.

Motion 4: (requires 2/3)

That third and final reading be given to Bylaw 811-11 being the Fire Services.

Author: J. Whittleton Reviewed by: CAO

BYLAW NO. 684/08 811-11

**BEING A BYLAW OF
MACKENZIE COUNTY,
IN THE PROVINCE OF ALBERTA,
FOR THE PURPOSE OF CONTINUING TO PROVIDE FIRE SERVICES
WITHIN MACKENZIE COUNTY**

WHEREAS the Municipal Government Act, RSA 2000, Chapter M-26, provides that a Council of a municipality may pass bylaws for municipal purposes respecting the safety, health and welfare of people and the protection of people and property; and for services provided by or on behalf of the municipality; and

WHEREAS the municipal Council of Mackenzie County has been accredited by the Safety Codes Council in its respective municipality; and

WHEREAS, the Council of Mackenzie County, wishes to continue providing fire services within Mackenzie County and to provide for efficient operation of such fire services;

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

SECTION 1 NAME OF BYLAW

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

SECTION 2 INTERPRETATION

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

SECTION 3 DEFINITIONS

3.1 In this Bylaw:

- (a) "Acceptable Fire Pit" means an outside receptacle that meets the following specifications:
 - i. a minimum of 3 metre clearance, measured from the nearest fire pit edge, is maintained from buildings, property lines, or other combustible material;
 - ii. the fire pit height does not exceed 0.6 metre when measured from the surrounding grade to the top of the pit opening;

- iii. the fire pit opening does not exceed 1 metre in width or diameter when measured between the widest points or outside edges;
 - iv. the fire pit installation has enclosed sides made form bricks, concrete blocks, heavy gauge metal, or other non-combustible materials acceptable to the Fire Chief;
 - v. which fire is set for the purpose of cooking, obtaining warmth or recreation; and
 - vi. such fire may not be fueled with Prohibited Debris.
- (b) "Accepted" means acceptable to the Fire Chief.
- (c) "Accredited" means accredited by the Safety Codes Council in the fire discipline under the authority of the Safety Codes Act.
- (d) "Apparatus" means any vehicle provided with machinery, devices, Equipment or materials for firefighting as well as vehicles used to transport firefighters or supplies.
- (e) "Basic Response" means the provision of Fire Apparatus with firefighters in response to fires as outlined in the current Standard Operating Guidelines (SOG).
- (f) "Bylaw Officer" means a Bylaw Enforcement Officer appointed under section 555(1) of the Municipal Government Act, R.S.A. 2000, c. M-26 and in the execution of enforcement duties, responsible for the preservation and maintenance of the public peace.
- (g) "Council" means the Council of Mackenzie County.
- (h) "CAO" means that person appointed to the position and title of Chief Administrative Officer by the municipal Council of Mackenzie County and includes any person appointed by the Chief Administrative Officer to act as his/her appointee.
- (i) "Dangerous Goods" means any material or substance that may constitute an immediate or long term adverse effect to life, health, property or the environment when burned, spilled, leaked or otherwise released from its normal use, handling, storage or transportation environment and includes those products, substances and organisms covered by the Transportation of Dangerous Goods regulations.
- ~~j) "Director of Emergency Services" means the person appointed as Director of Emergency Services for Mackenzie County or their designate.~~

- (j) "Emergency Unit" means any vehicle operated for emergency purposes by the Fire Service whether on land, water or by air.
- (k) "Equipment" means any tools, devices or material used by the Fire Service to combat an incident or other emergency.
- (l) "False Alarm" means any fire alarm that is set out needlessly, through willful or accidental, human or mechanical error, and to which the Fire Service responds.
- (m) "Fire Chief" means the person appointed by Council as head of either Zama, Fort Vermilion or La Crete fire districts.
- (n) "Fire Ground Commander" means the highest ranking member on the scene of a fire, rescue, incident, or emergency.
- (o) "Fire Permit" is the written authority for burning in the Hamlets of the Municipality issued pursuant to this bylaw.
- (p) "Fire Permit Application" is the application form for burning in the Hamlets of the Municipality pursuant to this bylaw.
- (q) "Fire Protection" means all aspects of fire safety including but not limited to fire prevention, fire fighting or suppression, pre-fire planning, fire investigation, public education and information, training or other staff development and advising, and any other response to an incident authorized by Council to respond to from time to time.
- (r) "Fire Service" means Fire Services as established and organized for the Municipality pursuant to the provisions of this Bylaw consisting of, among other things, all persons appointed or recruited to the various positions prescribed herein, all equipment, apparatus, materials and supplies used in the operation, training, maintenance and administration of the Fire Service, including all fire stations.
- (s) "Fire Works" means the fireworks listed in Class 7, Division 1, and Class 7, Division 2, Subsection 1 and 2 in Section 14 of the Explosives Regulations (Canada) and Section 5.8 of the Alberta Fire Code;
- (t) "Hamlet" shall mean the area within the Hamlet boundaries of Fort Vermilion, La Crete or Zama as declared by bylaw.
- (u) "He" shall mean either person of the male or female gender.

- (v) "Highway" has the same meaning as defined in the *Highway Traffic Act* of Alberta.
- (w) "Incident" means a fire or a situation where an explosion is imminent or any other situation where there is a danger or a possible danger to life or property to which the Fire Service may respond.
- (x) "Incinerator Fire" means a fire that is confined within a non-combustible structure or container that has the draft and smoke vents thereof covered with a heavy gauge metal screen having a mesh size not larger than 7 millimeters and which is ventilated in such a manner as to preclude the escape of combustible materials including ash, which fire is set for the purpose of burning refuse, excepting plastic products.
- (y) "Member" means any person who is a duly appointed Member of the Fire Service including persons whom the Fire Ground Commander or his designate appoints as Members at the scene of an Incident.
- (z) "MGA" means Municipal Government Act, R.S.A. 2000, c. M-26 and amendments thereto.
- (aa) "Municipality" means Mackenzie County.
- (bb) "Open Fire" shall mean any Fire which is not an Incinerator Fire, Pit Fire, Public Park Site Fire and which, without limiting the generality of the foregoing shall include grass fires, forest and brush fires, running fires, structure fires, building fires, wood scrap fires, ground thawing fires and chattel fires.
- (cc) "Peace Officer" means a Bylaw Enforcement Officer, a Special constable, a Municipal Police Officer, a member of the Royal Canadian Mounted Police, or any other person appointed by Council to enforce the provisions of this Bylaw.
- (dd) "Portable Appliance" means any appliance sold or constructed for the purpose of cooking food in the out-of-doors.
- (ee) "Prohibited Debris" means any material that when burned, will result in the release to atmosphere dense smoke or toxic air contaminants in accordance with statutes and bylaws written to protect and enhance the environment, and shall include but not be limited to materials described as:
 - i. animal cadavers;
 - ii. animal manure;

- iii. chemicals and chemical containers;
 - iv. combustible material in automobile bodies;
 - v. combustible material in automobiles;
 - vi. household refuse;
 - vii. non-wooden material;
 - viii. paints and painting materials;
 - ix. pathological waste;
 - x. rubber or plastic, or anything containing or coated with rubber or plastic or similar substances;
 - xi. tires;
 - xii. toxic substances;
 - xiii. used oil; or
 - xiv. wood or wood products containing substances for the purpose of preserving wood.
- (ff) "Public Park Site Fire" means a fire on land owned or leased by the Municipality or its agents for recreational purposes and is confined to a non-combustible container supplied by the Municipality, as approved by a Fire Member, or a portable appliance, which is set for the purpose of cooking food, obtaining warmth or viewing for pleasure. Such fire may only be fueled with seasoned wood, charcoal, coal, natural gas or propane.
- (gg) "Running Fire" means a fire burning without being under the proper control of any person.
- (hh) "Safety Codes Officer" means any member certified by the Safety Codes Council of Alberta as a Safety Codes Officer for the Fire Discipline and given a Designation of Powers pursuant to the Safety Codes Act.
- (ii) "SOG" means Standard Operating Guidelines.
- (jj) "Structure Fire" means a fire confined to and within any building, structure, machine, vehicle, or contents thereof and which will or may cause the destruction of or damage to the said building, structure, machine, vehicle, or the contents thereof or surrounding area, but excluding an incinerator fire.
- (kk) "Support Activities" means those tasks that are conducted in support of Members and which are not carried out in a hazardous area and do not require specialized training or protective clothing.
- (ll) "Violation Ticket" means a ticket or similar document issued by the Municipality pursuant to the Municipal Government Act, Municipal Government Act, R.S.A. 2000, c. M - 26

SECTION 4 JURISDICTION

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

SECTION 5 ORGANIZATION AND ADMINISTRATION

- 5.1 For purposes of administering this Bylaw, the Chief Administrative Officer (CAO) of the County may delegate the powers under this Bylaw to an employee(s) of the County.
- 5.2 The Fire Service for the Municipality shall consist of ~~the Director of Emergency Services~~ the CAO, Fire Chiefs, Members, Buildings, Apparatus, and Equipment as deemed necessary by Council to safeguard the safety, health and welfare of people and protect people and property.
- 5.3 The Fire Chief and Deputy Chief shall be appointed by Council for each Fire Service upon recommendation of ~~the Director of Emergency Services~~ the CAO, and from the Members of the Fire Service for a two year term.
- 5.4 The Fire Chief shall be responsible to and report on a regular basis to ~~the Director of Emergency Services~~ the CAO.
- 5.4 The Fire Service shall comply with any and all policies established by Council pertaining to the Fire Service.
- 5.5 The Fire Service shall be equipped with apparatus and equipment as approved within the annual operating and capital budgets as approved by Council.

SECTION 6 FIRE SERVICE

6.1 The Council does hereby establish a Fire Service, for the purpose of:

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

6.2 The priority of goals in the suppression of fire shall be as follows:

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

SECTION 7 FIRE GUARDIANS

7.1 Each year before the first of April, Council shall appoint a sufficient number of Fire Guardians to enforce the provisions of the *Forest and Prairie Protection Act* (supra) and this Bylaw within the boundaries of Mackenzie County.

SECTION 8 POWERS OF FIRE GUARDIANS

8.1 Unless otherwise limited by the Fire Chief, each Fire Guardian shall have the authority and power to:

- (a) issue a Fire Permit in respect of any land with Mackenzie County;
- (b) issue a Fire Permit unconditionally or impose conditions upon the applicant which the Fire Guardian considers appropriate;
- (c) may suspend or cancel at any time a Fire Permit and on receiving notice of the suspension or cancellation the person concerned shall immediately extinguish any fire set pursuant to his or her permit;
- (d) enforce the provisions of the *Forest and Prairie Protection Act* (supra) and this Bylaw within the boundaries of Mackenzie County;
- (e) refuse issuance of permit on reasonable and probable grounds that a public interest risk exists for the proposed fire.

SECTION 9 THE FIRE CHIEF

9.1 The Fire Chief has responsibility over the Fire Service subject to the direction of and collaboration with ~~the Director of Emergency Services~~ the CAO.

9.2 The Fire Chief shall prescribe rules, regulations and policies for the ongoing organization and administration of the Fire Service including but not limited to:

- (a) the use, care and protection of Fire Service property;
- (b) the appointment, recruitment, conduct, discipline, duties, and responsibilities of the Members;
- (c) the efficient operation of the Fire Service;
- (d) ongoing training requirements

- (e) ensuring only trained persons are engaged in applicable fire suppression duties.
- 9.3 Regulations, rules or policies, made pursuant to subsection 9.2 of this Bylaw shall not be inconsistent with the legislation and regulations of the Province of Alberta.
- 9.4 The Fire Chief shall develop and propose changes to existing Standard Operating Guidelines as required.
- 9.5 The Standard Operating Guidelines do not come into force until ~~the Director of Emergency Services~~ the CAO has accepted them.

SECTION 10 STANDARDS APPLYING TO ALL MEMBERS

- 10.1 All members of the Fire Services located throughout the Municipality, by way of Standard Operating Guidelines, shall be kept informed of, and comply with, expectations for attendance, punctuality; duty performance; compliance with laws, rule, regulations, and procedures; and professional behavior that contribute to the maintenance of a positive work environment.
- 10.2 Any changes to the Standard Operating Guidelines must be relayed to all members of the fire service. A written record that all personnel have been advised must be forwarded to ~~the Director of Emergency Services~~ the CAO, who will ensure it is kept on record.

SECTION 11 PROHIBITIONS

- 11.1 No person shall:
 - (a) enter the boundaries or limits of an area prescribed unless he/she has been authorized to enter by the Fire Ground Commander.
 - (b) impede, obstruct or hinder a member of the Fire Service or other person assisting or acting under the direction of the Fire Ground Commander.
 - (c) falsely represent himself as a Fire Service member, or wear or display any Fire Service badge, cap, button, insignia or other paraphernalia for the purpose of false representation.
 - (d) obstruct or otherwise interfere with access roads or streets or other approaches to any incident, fire alarm, fire hydrant, cistern or body of

water designated for firefighting purpose or any connections provided to a fire main, stand pipe, sprinkler system, cistern or other body of water designated for firefighting purposes.

- (e) light a Pit Fire without first taking sufficient precaution to ensure that the fire can be kept under control at all times;
- (f) light a Pit Fire when the weather conditions are conducive to creating a Running Fire;
- (g) fail to take reasonable steps to control a fire for the purpose of preventing it from becoming a Running Fire or from spreading onto land other than his own;
- (h) deposit, discard or leave any burning matter of substance where it might ignite other material and cause a fire;
- (i) conduct any activity that involves the use of fire that might reasonably be expected to cause a fire, unless he exercises reasonable care to prevent the fire from occurring;
- (j) interfere with the efforts of persons authorized in this Bylaw to extinguish fires or preserve life or property;
- (k) interfere with the operation of any of the Fire Service equipment or apparatus required to extinguish fires or preserve life or property;
- (l) damage or destroy the Fire Service property;
- (m) engage in Open Fire burning in the Hamlets of the Municipality.
- (n) burn contrary to the conditions within a Fire Permit issued in accordance with this Bylaw.

SECTION 12 FIRE PERMIT

- 12.1 This section is only applicable within the Hamlet boundaries located within the Municipality.
- 12.2 No person shall ignite, fuel, supervise, maintain or permit any type of fire upon land owned or occupied by him or under his control within the Hamlets of the Municipality except when he is the holder of a subsisting Fire Permit issued pursuant to this Bylaw, unless:

- (a) the fire has been set by the Fire Service for the purpose of training its members,
 - (b) the fire is a Public Park Site fire, which has an approved permit for all fire pits, or
 - (c) the fire has otherwise been authorized by the Fire Service.
- 12.3 When a fire is lit under the circumstances described in subsection 12.2 when such fire is not permitted pursuant to this Bylaw the owner or occupier of the land or the person having control of the land upon which such fire is lit shall:
- (a) extinguish the fire immediately; or
 - (b) where he is unable to extinguish the fire immediately, report the fire to the Fire Service.
- 12.4 No person shall, either directly or indirectly personally or through an agent, or employee kindle a fire and let it become a Running Fire on any land not his own property or allow a Running Fire to pass from his own property to the property of another.
- 12.5 Any person wishing to obtain a Fire Permit for a Fire Pit must complete a Fire Permit Application with the Municipality through the Fire Service pursuant to this bylaw.
- 12.6 Upon receipt of a proper completed Fire Permit Application with the Municipality through the Fire Service the Fire Chief shall consider the Fire Permit Application, and may, in his discretion:
- (a) grant a Fire Permit upon such terms and conditions as the Fire Service deems appropriate, or
 - (b) refuse to grant a Fire Permit.
- 12.7 A Fire Permit shall not be transferable.
- 12.8 Fire Permits issued pursuant to this Bylaw are valid for such period of time as shall be determined and set by the Fire Chief and the Fire Permit shall have endorsed therein the period of time for which the said Permit is valid.
- 12.9 The Fire Chief may extend the period of time that a Fire Permit is valid, provided the Fire Permit has not expired.

12.10 The Fire Chief may, terminate, suspend or cancel a Fire Permit if the conditions surrounding the original issuance change.

12.11 Each application for a Fire Permit must contain the following information:

- (a) the name and address of the applicant;
- (b) the legal and civic description of the land on which the applicant proposes to set a fire;
- (c) the type and description of Fire Pit construction proposed to be used;
- (d) the signature of the applicant;
- (e) the signature of the property owner or authorized agent of the owner.

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

SECTION 13 CONTROL OF FIRE HAZARDS

13.1 This section is only applicable within Hamlet boundaries of the Municipality.

13.2 If Council finds within the Hamlet boundaries on privately owned land or occupied public land conditions that in its opinion constitutes a fire hazard, it may order the owner or the person in control of the land on which the fire hazard exists to reduce or remove the hazard within a fixed time and in a manner prescribed by the Council.

13.3 When Council finds that the order it made pursuant to subsection 13.2 has not been carried out, it may enter on the land with any equipment and any persons it considers necessary and may perform the work required to eliminate or reduce the fire hazard.

13.4 The Owner or the person in control of the land on which work was performed pursuant to subsection 13.2 shall on demand reimburse the Municipality for the cost of the work performed. In default of payment the Municipality may place a lien for the amount against the land and improvements on it.

SECTION 14 REQUIREMENT TO REPORT

- 14.1 The Owner or his authorized agent of any property damaged by fire shall immediately report to the Fire Service particulars of the fires which are satisfactory to the Fire Chief and ~~Director of Emergency Services~~ the CAO.
- 14.2 The owner or his authorized agent of any property containing a dangerous good(s) product which sustains an accidental or unplanned release of the dangerous good(s) product shall immediately report to the Fire Service particulars of the release which are satisfactory to the Fire Chief and ~~Director of Emergency Services~~ the CAO.

SECTION 15 RECOVERY OF COSTS

- 15.1 Where the Fire Service has taken any action whatsoever for the purpose of extinguishing a fire or responding to a fire call or Incident within or outside the Municipality for the purpose of preserving life or property from injury, destruction by fire or other Incident within or outside the Municipality, including any such action taken by the Fire Service on a False Alarm, the Municipality shall, in respect of any costs incurred by the Municipality in taking such action, charge any costs incurred by the Municipality:
- (a) to the person who caused the Incident;
 - (b) the owner of the land or in possession where the Incident occurred; or
 - (c) the owner of property where the person in possession and control of property which is the situate of the Incident if not located on privately owned land.
 - (d) Emergency response units responding to an incident but not utilized to rectify the emergency shall not be charged for, subject to the minimum charge as identified in ~~the Mackenzie County Fee Schedule Bylaw Schedule "A"~~
- 15.2 Where the Fire Services has provided services for the purpose of, but not be limited to:
- (a) occupant load determination,
 - (b) fire inspections,
 - (c) fire investigations, and

- (d) fire permits,
 - (e) the Municipality shall, in respect of costs incurred by providing the service, charge such fees as set out in Schedule "A" attached to and forming part of this Bylaw, and such fees shall be due and payable upon receipt of such services.
- 15.3 The schedule of costs and fees to be charged by the Municipality for services rendered pursuant to this Bylaw shall be set out in Schedule "A" attached to and forming part of this Bylaw.
- (a) The fees and charges set out in schedule "A" may be amended by Council as determined from time to time when deemed necessary.
- 15.4 In respect of the costs or fees described in subsections 15.1, 15.2 and 15.3.
- (a) the Municipality shall recover such cost or fee as a debt due and owing to the Municipality; or
 - (b) in the case of action taken by the Fire Service in respect to land within the Municipality, where the cost or fee is not paid upon demand by the Municipality, then in default of payment, such cost or fee shall be charged against the land as taxes due and owing in respect of that land, or
 - (c) in the case of action taken by the Fire Service in respect to Incidents involving motor vehicles the municipality shall take any collection action it deems necessary if the amount levied by the municipality is not paid within sixty (60) days after the mailing of an invoice by the municipality, or in the event of an appeal, sixty (60) days of the date of mailing of the decision of Council on the appeal.

SECTION 16 FEE RATES FOR FIRE SERVICES

Fees pursuant to this Bylaw shall be paid in accordance with the Mackenzie County Fee Schedule Bylaw.

SECTION 16 17 OFFENCES AND PENALTIES

~~16.1 Every person who violates a provision of this Bylaw is guilty of an offense and is punishable upon summary conviction.~~

~~(a) to a fine not exceeding two thousand dollars (\$2,000.00) or to a term of imprisonment not exceeding one (1) year or to both.~~

~~17.1~~ Penalties shall be applicable as per the Mackenzie County Fee Schedule Bylaw in place at the time of the offence.

~~16.2~~ 17.2 A Peace Officer who finds a person violating or who has reasonable and probable grounds to believe that a person has violated any provisions of this Bylaw may give a written notice of intention to prosecute, in the form of a Part Two Provincial Violation Ticket, setting forth the date, time, and place of the offence, briefly indicating the nature of the offence.

~~16.3~~ 17.3 The Court convicting a person of a violation of this Bylaw may order that in default of payment of a fine imposed on such conviction, the defendant shall be imprisoned for a period of not more than six months.

SECTION ~~17~~ 18 VIOLATION TICKET

~~17.1~~ 18.1 A Peace Officer may issue a Violation Ticket as specified in the Mackenzie County Fee Schedule Bylaw. ~~Nothing in this bylaw shall prevent a Peace Officer from:~~

~~(a) immediately issuing a Violation Ticket for the mandatory Court appearance to any person who contravenes any provision of the bylaw, or~~

~~(b) issuing a Voluntary Payment ticket in lieu of a mandatory Court appearance for \$100.00.~~

SECTION ~~18~~ 19 SEVERABILITY

~~18.1~~ Should any section or part of this bylaw be found to have been improperly enacted, for any reason, then such section or part shall be regarded severable from the rest of the bylaw and the bylaw remaining after such severance shall be effective and enforceable as if the section found to be improperly enacted had not been enacted as part of this bylaw.

SECTION ~~19~~ 20 REPEAL

~~19.1~~ This bylaw shall repeal Bylaw ~~580/06~~ 684-08.

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

First Reading given on the _____ day of _____, 2011

Second Reading given on the _____ day of _____, 2011

Third Reading and Assent given on the _____ day of _____, 2011

Bill Neufeld
Reeve

Chief Administrative Officer

FIRE SERVICES BYLAW 684/08
SCHEDULE "A"

RESPONSE FEE INCLUDING MAN POWER:

Pumper Unit		\$200.00 per hour
Ladder Unit (Aerial)		\$200.00 per hour
Tanker Unit		\$200.00 per hour
Rescue Unit		\$200.00 per hour
Contracted Services		Cost plus 15%
(i.e. water haulers, equipment, labor, etc.)		
Response to false alarm	1 st Call	No Charge
	(within same year as 1 st Call) 2 nd Call	\$100.00
	(within same year as 1 st Call) 3 rd Call	\$200.00
	(within same year as 1 st Call) 4 th Call	\$300.00
Consumable items		Cost plus 15%

MANPOWER FEE:

If only manpower is requested / needed:

Officers	\$25.00 per man hour
Firefighter	\$20.00 per man hour

OTHER FEES:

Violation Ticket	1 st offence	\$250.00
	2 nd & additional offence	\$500.00

Fire Works Permit (no charge to non profit groups)	\$50.00 per permit
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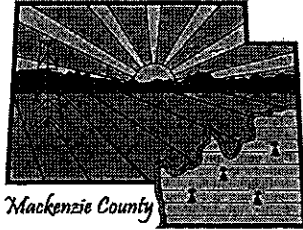
Filling of Air Cylinders (breathing air)	
i)	small cylinder (30 min.) \$10.00
ii)	cascade cylinder \$30.00

Water flow testing reports	\$100.00
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File search (fire inspections & investigations)	\$35.00 per search
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Fire Permit	\$Free
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Fire Inspection Services within Municipality	\$50.00 per hour plus expenses
Fire Inspection Services outside Municipality	\$75.00 per hour plus expenses
Re-inspection with outstanding Fire Code Violations	\$50.00 per visit
Training course(s) to other individuals/groups	Cost plus 15% admin. fee
Expert witness services — civil litigation	\$25.00 per hour to a maximum of \$350.00 per day plus expenses
Occupant Load Determination	\$100.00 per certificate Free for Non-Profit



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting: Regular Council Meeting

Meeting Date: April 12, 2011

Presented By: Joulia Whittleton, Director of Corporate Services

Title: Policy ADM049 Bursaries

BACKGROUND / PROPOSAL:

Mackenzie County disburses up to \$25,000 annually in bursaries that range from \$500 to \$2,000. Although the bursary application outlines the qualifying criteria, no Council policy is in place.

OPTIONS & BENEFITS:

The Finance Committee requested that administration draft a bursaries policy. The draft policy was presented to the Finance Committee at their April 4, 2011 meeting. The Committee reviewed the draft and passed a motion to take a recommendation to Council establishing the bursaries policy.

Please review the attached draft.

COSTS & SOURCE OF FUNDING:

County's annual budget includes allocation towards the bursaries.

RECOMMENDED ACTION:

That Policy ADM049 Bursaries be established and approved as presented.

Author: J. Whittleton **Reviewed by:** _____ **CAO** _____

Mackenzie County

Title	Bursaries	Policy No:	ADM049
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Legislation Reference	MGA, Section 1 b)
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Purpose

To encourage and to afford an opportunity to Mackenzie County residents to pursue studying in priority fields which are critically appealing to the Mackenzie Region, and thereby enhance the residents' abilities to make a meaningful contribution to their communities.

Policy Statement and Guidelines

Statement:

Mackenzie County Council recognizes the need for a skilled and knowledgeable workforce in the Mackenzie Region and therefore encourages further learning. In order to provide financial assistance to qualified applicants/students, a bursary fund is established during an annual budgeting process.

Guidelines:

1. Student Eligibility

- 1.1 Bursaries will be made available to first time university/college students within two years from their public school graduation date and either student or family must be living in the County.
- 1.2 Returning students may apply to receive a bursary. Student's family must be living within Mackenzie County.
- 1.3 Must be enrolled in a post-secondary education or certified trade institution.
- 1.4 Must commit to live and work in Mackenzie County for a six-month period upon graduation of post-secondary education.
- 1.5 Must be able to demonstrate commitment to community and education.

2. Return Service Agreement

Every student selected to receive a Mackenzie County Bursary must sign an agreement. The Agreement commits the student to live and work within Mackenzie County for a six-month period upon graduation of post-secondary studies. The length of return services is based on the total value of bursary support with three months of return service for each \$500 of total bursary support or any portion thereof. For example: a bursary of \$1000 has a return service agreement of six months.

Students not returning to work within Mackenzie County may be expected to reimburse bursary grants received.

3. Bursary Amount

The usual amount of the bursary is \$1,000.00; however both the number and value of bursaries available each year may vary.

4. Bursary Cancellation

If a bursar is excluded or expelled from the institution or discontinues his/her studies on his/her own accord, the bursary shall be cancelled and the bursar shall have to repay the County the full bursary amount within one month of cancellation/discontinuation of studies. The bursar shall be responsible for notifying the County.

5. Bursary Awarding

The Finance Committee shall be responsible to review the applications and award the annual bursaries.

6. Administrative process

- 6.1 The bursary applications (Schedule A) shall be advertised during the first two weeks of May with the closing date for applications being 4:30 p.m. on the second Friday of June.
- 6.2 Successful bursary recipients will receive notification within two weeks of the awards; however, the funds will not be provided until the Return Service Agreement (Schedule B) has been signed, confirmations of acceptance from the post-secondary institution and of tuition paid have been received.
- 6.3 If not all annually allocated funds have been distributed, the Finance Committee may re-advertise the bursary applications.
- 6.4 Any unused funds in any given year shall be allocated to the Bursary Reserve established by Council.

7. Administrative responsibilities

Chief Administrative Officer or Designate shall be responsible for monitoring compliance with this policy.

	Date	Resolution Number
Approved		
Amended		
Amended		

MACKENZIE COUNTY BURSARY APPLICATION (SCHEDULE A)

General Guidelines

Student Eligibility

- Bursaries will be made available to first time university/college students within two years from their public school graduation date and either student or family must be living in the County.
- Returning students may apply to receive a bursary. Student's family must be living within Mackenzie County.
- Must be enrolled in a post-secondary education or certified trade institution.
- Must commit to live and work in Mackenzie County for a six-month period upon graduation of post-secondary education.
- Must be able to demonstrate commitment to community and education.

Return Service Agreement

Every student selected to receive a Mackenzie County Bursary must sign an agreement. The Agreement commits the student to live and work within Mackenzie County for a six-month period upon graduation of post-secondary studies. The length of return services is based on the total value of bursary support with three months of return service for each \$500 of total bursary support or any portion thereof. For example: a bursary of \$1000 has a return service agreement of six months.

Students not returning to work within Mackenzie County may be expected to reimburse bursary grants received.

Bursary Amount

The usual amount of the bursary is \$1000.00; however both the number and value of bursaries available each year may vary.

Successful Bursary recipients will receive notification in June; however, the funds will not be provided until the Return Service Agreement has been signed and you have provided us with confirmation of acceptance from the post-secondary institution of your choice.

Application Must Include:

- A cover letter including reason for application, the field of study, career goal and date of graduation.
- 3 reference letters: 1 public school or college or university related, and 2 personal references.

Application deadline

The deadline for **receipt** of application is _____ at **4:30 p.m.** at the following address:

Finance Committee, Mackenzie County
Box 640, Fort Vermilion, Alberta T0H 1N0
Fax: (780) 927-4266
Email: jwhittleton@mackenziecounty.com

MACKENZIE COUNTY BURSARY APPLICATION FORM (SCHEDULE A)

CONTACT INFORMATION (please print)

Full Name: _____ Phone Number: _____

Mailing Address: _____

City/Town: _____ Postal Code: _____

Street Address or Land Location: _____

Number of Years Lived in Region: _____

EDUCATIONAL INFORMATION

Name of Public School: _____ Graduation Date: _____

Provide a list of the grade twelve subjects, with final grade, that you are using as entry level for post-secondary or trade education. (Please provide a copy of your transcripts if available.)

Returning Students: Please provide a copy of your most recent transcripts.

Post-Secondary Institution: _____

Program of Study: _____

Length of Program Studies you plan to attend: 1yr. 2 yr. 3 yr. 4yr. more

Date you expect to graduate: _____ 20____

PERSONAL INFORMATION

Please explain how your choice of post-secondary education will benefit the Mackenzie County area?

Please list any community involvement and past work experiences.

Please list any extracurricular activities, hobbies and interests.

**Your application may not be considered if information is missing.
Have you answered all the questions?**

APPLICANT DECLARATION

I declare that:

to the best of my knowledge, the information given on this application is true.

I agree to:

provide any information needed to verify any statement made on this application.

I understand that:

I may have to repay my bursary if I do not fulfil my return service agreement.

I may be denied a bursary if I have made any false or misleading statements on this application.

I consent to:

The use of my name and/or photograph by Mackenzie County for the purposes of publicizing the Mackenzie County Bursary Program.

X
Signature of Applicant

Date Signed

RETURN SERVICE AGREEMENT

THIS AGREEMENT made this _____ day of _____, 20_____.

BETWEEN

Mackenzie County
(referred to as the "Sponsor")

and

(referred to as the "Student")

of the _____ of _____, in the Province of Alberta

WHEREAS the Sponsor has established a bursary to provide assistance to eligible students and to promote the development of vocational or professional expertise within northern Alberta; and

WHEREAS the Student has applied to the Sponsor for a Bursary to assist him in his course of studies; and

WHEREAS a Bursary consists of a financial assistance award from the Sponsor; and

WHEREAS the Student has undertaken to work and provide services in the Sponsor region; now

THEREFORE the parties agree as follows:

1. For the purposes of this agreement, "sponsor region" means the area within the boundaries of the Mackenzie County.
2. Upon approval of the Student's application by the Sponsor and upon receipt of confirmations of the Student's registration in the course of studies and of tuition paid, the Sponsor will pay to the Student the sum of \$ _____ as an award in order for the Student to commence the course of studies as outlined in the Student's bursary application.
3. The Student
 - a) agrees and undertakes to obtain, within six (6) months from the last day of his/her studies, employment in northern Alberta for a continuous period of _____ months.
 - b) agrees and acknowledges that his employment under (a) is to be in an occupation or field of endeavor which relates to his course of studies and is to be otherwise satisfactory to the Sponsor;
 - c) Must annually provide written information to the Sponsor regarding the status and location of employment; commencing on the date on which employment is obtained in accordance with this Agreement and until the completion of work commitments under this Agreement;
 - d) Must in writing notify the Sponsor within seven (7) days of the following events:
 - i) a withdrawal from the course of studies; or
 - ii) a failure to maintain a passing grade in his course of studies in any academic year; or
 - iii) a change of address.

4. The Sponsor may, in its absolute discretion, require repayment in full by the Student of the Bursary to the Sponsor for failure to comply with clause 3 of this Agreement or upon the occurrence of one or more of the events in clause 3(d).
5. If the Sponsor requires repayment of the financial assistance for failure to maintain employment in accordance with clause 3(a), the Sponsor may, in its absolute discretion, consider the employment commitment under cause 3(a), to be partially fulfilled and accordingly reduce the repayment obligations of the Student under this Agreement on a pro rata basis.
6. The Sponsor may waive a default of this Agreement only by written notice to the Student.
7. The Student agrees and acknowledges that he has the sole obligation to seek employment and lodging to fulfill his commitment under this Agreement and that there is no obligation upon the Sponsor to provide any employment position or lodging place to help fulfill this commitment.
8. The Student allows the Sponsor to release his name as a bursary recipient for advertising and recognition of the bursary.
9. All notices and other written communications required or permitted under this Agreement can be delivered by hand, or sent by registered mail or faxed to the addressee as follows:

To the Sponsor: c/o Mackenzie County
 P.O. Box 640
 Fort Vermillion, AB
 T0H 1N0
 Phone: (780) 927-3718
 Fax: (780) 927-4266

To The Student _____

Phone: () _____

Fax: () _____

IN WITNESS WHEREOF the parties hereto have executed this Agreement on the date first written above.

SIGNED IN THE PRESENCE OF

Signature of Witness

Signature of Student

Printed name of Witness:

Address of Witness:

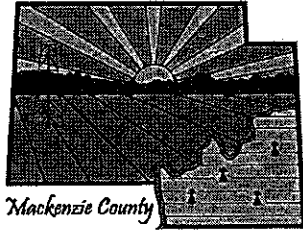
Postal Code of Witness:

Phone Number of Witness

TO BE COMPLETED BY THE SPONSOR

Witness

Signature of Sponsor



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 12, 2011
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	Policy RESV017 Bursaries Reserve

BACKGROUND / PROPOSAL:

Council can establish operating and capital reserves.

OPTIONS & BENEFITS:

The Finance Committee recommends allocating the unused budgeted funds towards bursaries to a reserve and these funds will be used in the years of higher demand for financial support from the local residents that wish to acquire higher education, subject to their qualifications under the Bursary Policy.

COSTS & SOURCE OF FUNDING:

Will depend on an annual demand and availability of funds.

RECOMMENDED ACTION:

That Policy RESV016 Bursaries Reserve be established as presented.

Author: J. Whittleton Reviewed by: _____ CAO _____

Mackenzie County

Title	Bursaries Reserve	Policy No.	RESV17
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Account Code	4-12-709
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Purpose	To establish the Bursaries reserve.
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Targeted Minimum	NA
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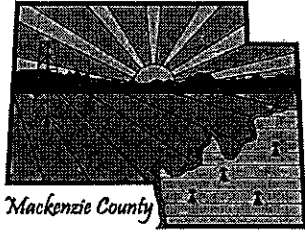
Targeted Maximum	NA
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Funding	This reserve will be used to retain budgeted funds not awarded during an annual distribution to bursars. The accumulated funds may be used to award bursaries in years of higher demand.
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Policy Statement and Guidelines

1. The Chief Administrative Officer will ensure the overall effective administration of dedicated reserves in accordance with this policy; recommending changes in policy or guidelines to Council to ensure they are employed to the benefit of the County.
2. Annually, in conjunction with the budget process and the presentation of the audited financial statements to County Council, a list indicating the current and previous year-end balances for this reserve will be provided.
3. The use of this reserve to fund any expenditure must be by way of a Council resolution or motion.

	Date	Resolution Number
Approved		
Amended		
Amended		



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 12, 2011
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	Rocky Lane Public School – Agriculture Program

BACKGROUND / PROPOSAL:

Mackenzie County Council were presented with information regarding the proposed Rocky Lane Public School Agriculture Program.

OPTIONS & BENEFITS:

Fort Vermilion School Division (FVSD) is looking for funding in order to be able to start the program.

The FVSD is requesting a three year commitment of \$50,000 annually from the County.

COSTS & SOURCE OF FUNDING:

Annual grants to other organizations budgets.

RECOMMENDED ACTION: (requires 2/3)

Motion 1:

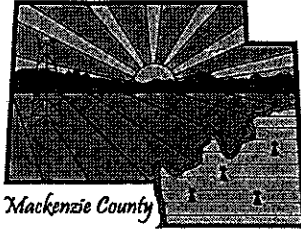
That the 2011 Budget be amended to include a \$50,000 grant towards the Rocky Lane Public School Agricultural Program.

Author: J. Whittleton Reviewed by: _____ CAO _____

Motion 2:

That administration be authorized to enter into a Memorandum of Understanding with the Fort Vermilion School Division regarding 2012 & 2013 County's commitment to contribute \$50,000 annually towards the Rocky Lane Public School Agriculture Program.

Author: J. Whittleton Reviewed by: CAO



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 12, 2011
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	Recovery of Taxes by Public Auction - Tax Forfeiture Properties

BACKGROUND / PROPOSAL:

The MGA Division 8 equips municipal councils with tools and outlines rules for recovery of taxes related to land.

According to s. 418, each municipality must offer for sale at a public auction any parcel of land shown on its tax arrears list if the tax arrears are not paid.

The municipality must advertise public auctions. Section 419 of the MGA directs Councils to set a reserve bid, as close as reasonably possible to the market value of the parcel, for each parcel of land to be offered for sale at a public auction.

The auction must be held not less than 40 days and not more than 90 days after appearing in the Alberta Gazette.

OPTIONS & BENEFITS:

The following properties have been considered for public auction due to tax arrears:

Roll	Legal	Civic	Area	Location	Zoning	Assessed Value	Amount Owning
081648	9624275;4;29	2008 Oil Crescent	.94 acres	Ward 10	HG1	\$11,740	\$11,390.09
148090	188TR;6;5	5003 - 43 Street		Ward 7	HR-1	\$25,840	\$1,450.10
296618	5,14,110,17,SW		160 acres	Ward 8	A1	\$32,000	\$95.32
303325	9120231;1;1 5,19,110,14,SE			Ward HLFIR	A1	\$129,930	\$4,749.55

Author: D. Pawlik Reviewed by: _____ CAO _____

If an owner makes a payment arrangement (signs a tax arrears agreement) or pays taxes in full prior to the public auction date, a property will not be auctioned.

Administration is proposing the following timelines:

Advertisement date in Alberta Gazette	40 days period	Consider the Public Auction at one of the following Council Meetings	90 days time line
May 1	June 15	June 29	Aug 1
May 15	June 29	June 29, Aug 9, Aug 24	Aug 24
June 1	Aug 9	Aug 9, Aug 24	Sep 1
June 15	Aug 9	Aug 9, Aug 24, Sep 13, Sep 28	Sep 28
July 1	Aug 9	Aug 9, Aug 24, Sep 13, Sep 28	Sep 28
July 15	Aug 24	Aug 24, Sep 13, Sep 28, Oct 11	Oct 11
Sep 1	Oct 11	Oct 11, Oct 26, Nov 8, Nov 30	Nov 30
Sep 15	Oct 26	Oct 26, Nov 8, Nov 30, Dec 13	Dec 13
Oct 1	Nov 8	Nov 8, Nov 30, Dec 13	Dec 13
Oct 15	Nov 30	Nov 30, Dec 13	Dec 13

COSTS & SOURCE OF FUNDING:

Per MGA, Section 427:

The money paid for a parcel of land at a public auction must be deposited in a separate account for sale proceeds.

The following must be paid first and in the following order:

- a) any remedial costs relating to the parcel;
 - (a.1) the tax arrears in respect of the parcel;
- b) any lawful expenses of the municipality in respect of the parcel;
- c) any expenses owing to the Crown that have been charged against the parcel of land under section 553 (Adding amounts owing to a tax roll);
- d) an administration fee of 5% of the amount paid for the parcel, payable to the municipality.

RECOMMENDED ACTION:

Motion 1:

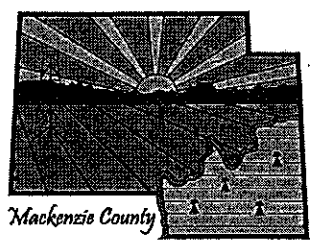
That the reserve bids be set for the tax forfeiture residential properties offered for sale at the 2010 assessment values and that the reserve bids for the tax forfeiture agricultural properties be set at the assessed value for 2011.

Author: D. Pawlik Reviewed by: _____ CAO _____

Motion 2:

That the auction date, for the tax forfeiture properties, be set for _____, 2011 to be held at 1:00 p.m. in the Council Chambers at 4511 – 46 Ave, Fort Vermilion, Alberta.

Author: D. Pawlik **Reviewed by:** _____ **CAO** _____



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 12, 2011
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	Finance and Investment Report – March 31, 2011

BACKGROUND / PROPOSAL:

Finance department provides financial reports to Council as per policy.

OPTIONS & BENEFITS:

Please review the following financial reports for the period ended March 31, 2011:

- Investment Report
- Operating Statement by department and by object

COSTS & SOURCE OF FUNDING:

NA

RECOMMENDED ACTION:

That the financial reports for the period ended March 31, 2011 be accepted for information.

INVESTMENT REPORT, Mar 31, 2011

CHEQUING ACCOUNT on Mar 31, 2011

Bank account balance 2,875,156

INVESTMENT VALUES on Mar 31, 2011

Short term investments (EM0-0377-A) 6,554,887
 Short term T-Bill (1044265-26) 430,114
 Long term investments (EM0-0374-A) 4,407,311
11,392,312

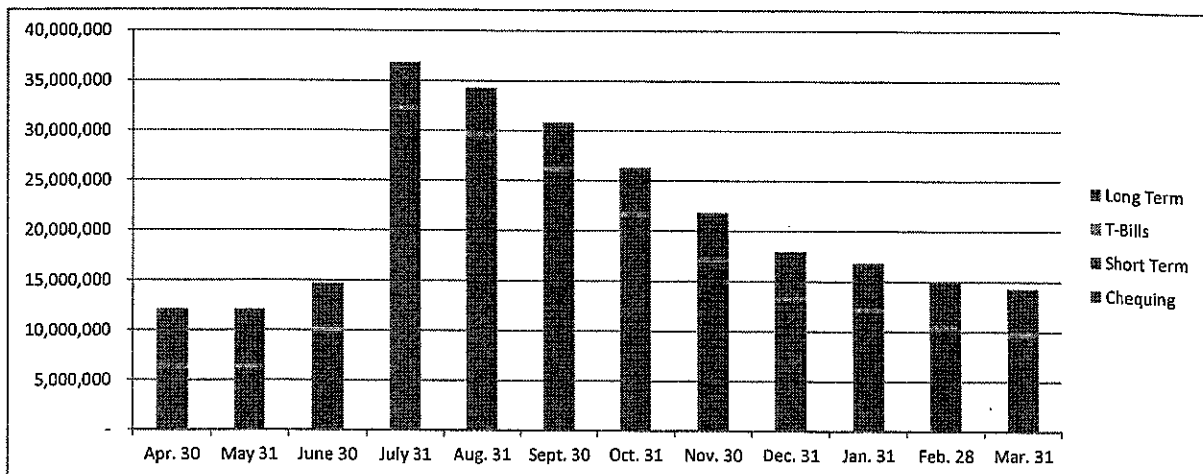
These balances include market value changes.

REVENUES

	Total	Short Term	Long Term
Interest received from investments	30,513	23,237	7,276
Interest accrued	47,020	0	47,020
	77,533	23,237	54,296
Market value changes	(29,551)	n/a	(29,551)
Interest received, chequing account	6,000	6,000	n/a
Grand total revenues before investment manager fees	53,983	29,238	24,745
Deduct: investment manager fees for investments	-5,087	-2,798	-2,289
Grand total revenues after investment manager fees	48,896	26,439	22,456

BALANCES IN THE VARIOUS ACCOUNTS - LAST 12 MONTHS

	Chequing	Short Term	T-Bills	Long Term	Total
Apr. 30	2,207,357	4,007,343	427,466	5,449,831	12,091,997
May 31	6,147,146	-	427,556	5,448,219	12,022,922
June 30	6,873,801	3,000,000	427,729	4,375,153	14,676,683
July 31	9,042,151	23,001,988	427,923	4,374,615	36,846,677
Aug. 31	6,453,324	23,005,425	428,142	4,390,682	34,277,572
Sept. 30	2,958,483	23,012,646	428,402	4,423,221	30,822,751
Oct. 31	1,411,596	20,045,171	428,693	4,416,252	26,301,713
Nov. 30	1,963,001	15,007,447	428,975	4,406,755	21,806,178
Dec. 31	45,463	13,026,821	429,266	4,442,639	17,944,189
Jan. 31	1,919,837	10,035,649	429,558	4,436,356	16,821,400
Feb. 28	548,728	9,546,412	429,822	4,418,076	14,943,038
Mar. 31	2,875,156	6,554,887	430,114	4,407,311	14,267,467



MACKENZIE COUNTY
STATEMENT OF OPERATIONS

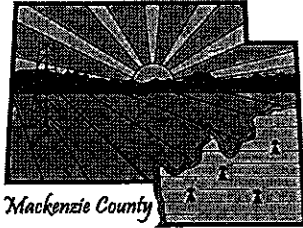
March 31, 2011

	2010 Actual	2011 Actual	2011 Budget	\$ remaining	% remaining
	Total	Total	Budget		
OPERATIONAL REVENUES					
Property taxes	\$30,562,572	\$3,419	\$21,505,462	\$21,502,043	100%
User fees and sales of goods	\$1,969,856	\$535,393	\$2,278,969	\$1,743,576	77%
Government transfers	\$1,711,897	\$269,287	\$1,081,088	\$811,801	75%
Investment income (operating)	\$288,412	\$24,102	\$250,000	\$225,898	90%
Penalties and costs on taxes	\$141,654	\$56,477	\$115,000	\$58,523	51%
Licenses, permits and fines	\$313,221	\$50,023	\$261,000	\$210,977	81%
Rentals	\$64,542	\$14,726	\$63,087	\$48,361	77%
Insurance proceeds	\$4,129	\$2,575	\$0	(\$2,575)	
Development levies	\$175,572	\$3,654	\$0	(\$3,654)	
Municipal reserve revenue	\$105,063	\$0	\$0	\$0	
Sale of non-TCA equipment	\$6,056	\$1,500	\$0	(\$1,500)	
Other	\$313,690	\$219,505	\$222,000	\$2,495	1%
Total operating revenues	\$35,656,666	\$1,180,662	\$25,776,606	\$24,595,944	95%
OPERATIONAL EXPENSES					
Legislative	\$532,989	\$153,604	\$673,490	\$519,886	77%
Administration	\$4,643,720	\$724,670	\$4,559,354	\$3,834,683	84%
Protective services	\$1,208,480	\$115,545	\$1,101,927	\$986,381	90%
Transportation	\$12,600,850	\$1,157,723	\$12,506,821	\$11,349,098	91%
Water, sewer, solid waste disposal	\$3,949,088	\$422,926	\$4,404,370	\$3,981,444	90%
Public health and welfare (FCSS)	\$594,579	\$497,333	\$621,367	\$124,034	20%
Planning, development, agriculture	\$1,859,884	\$219,336	\$2,074,589	\$1,855,253	89%
Recreation and culture	\$1,423,201	\$738,871	\$1,552,362	\$813,491	52%
School requisitions	\$6,559,007	\$0	\$0	\$0	
Lodge requisitions	\$720,470	\$0	\$0	\$0	
Non-TCA projects	\$531,942	\$88,349	\$431,787	\$343,438	80%
Total operating expenses	\$34,624,211	\$4,118,358	\$27,926,665	\$23,807,708	85%
Excess (deficiency) before other	\$1,032,454	(\$2,937,696)	(\$2,149,459)	\$788,236	-37%
CAPITAL REVENUES					
Government transfers for capital	\$6,337,196	\$0	\$3,699,606	\$3,699,606	100%
Other revenue for capital	\$409,699	\$3,600	\$0	(\$3,600)	
Proceeds from sale of TCA assets	\$1,160,660	\$0	\$1,001,040	\$1,001,040	100%
	\$7,907,555	\$3,600	\$4,700,646	\$4,697,046	100%
EXCESS (DEFICIENCY) - PSAB Model	\$8,940,009	(\$2,934,096)	\$2,551,187	\$5,485,282	215%
Convert to local government model					
Remove non-cash transactions	\$6,917,067	\$0	\$5,416,045	\$5,416,045	100%
Remove revenue for capital projects	(\$7,907,555)	(\$3,600)	(\$4,700,646)	(\$4,697,046)	100%
Long term debt principle	\$1,709,972	\$0	\$2,121,536	\$2,121,536	100%
Transfers to/from reserves	\$6,189,549	\$0	\$1,145,050	\$1,145,050	100%
EXCESS (DEFICIENCY) - LG Model	\$50,000	(\$2,937,696)	(\$0)	\$2,937,695	

Mackenzie County
Summary of All Units
For the Three Months Ending March 31, 2011

	2010 Actual	2011 Actual	2011	\$ remaining	% remaining
	Total	Total	Budget		
OPERATING REVENUES					
100-Taxation	\$30,266,880	(\$200)	\$21,240,189	\$21,240,389	100%
124-Frontage	\$297,071	\$3,619	\$265,273	\$261,654	99%
420-Sales of goods and services	\$200,071	\$109,675	\$140,297	\$30,622	22%
421-Sale of water - metered	\$1,377,509	\$275,757	\$1,671,580	\$1,395,823	84%
422-Sale of water - bulk	\$392,276	\$149,962	\$467,092	\$317,130	68%
424-Sale of land	\$45,989	\$113	\$0	(\$113)	
510-Penalties on taxes	\$141,654	\$56,477	\$115,000	\$58,523	51%
511-Penalties of AR and utilities	\$33,618	\$7,615	\$25,000	\$17,385	70%
520-Licenses and permits	\$10,416	\$2,000	\$12,000	\$10,000	83%
521-Offsite levy	\$175,572	\$3,654	\$0	(\$3,654)	
522-Municipal reserve revenue	\$105,063	\$0	\$0	\$0	
526-Safety code permits	\$217,197	\$34,874	\$185,000	\$150,126	81%
525-Subdivision fees	\$17,260	\$4,086	\$22,000	\$17,914	81%
530-Fines	\$70,900	\$7,907	\$35,000	\$27,093	77%
531-Safety code fees	(\$2,552)	\$1,156	\$7,000	\$5,844	83%
550-Interest revenue	\$364,617	\$54,659	\$250,000	\$195,341	78%
551-Market value changes	(\$76,205)	(\$30,557)	\$0	\$30,557	
560-Rental and lease revenue	\$54,542	\$14,726	\$63,087	\$48,361	77%
570-Insurance proceeds	\$4,129	\$2,575	\$0	(\$2,575)	
592-Well drilling revenue	\$24,764	\$0	\$15,000	\$15,000	100%
597-Other revenue	\$187,582	\$159,628	\$182,000	\$22,372	12%
598-Community aggregate levy	\$21,738	\$52,150	\$0	(\$52,150)	
630-Sale of non-TCA equipment	\$6,056	\$1,500	\$0	(\$1,500)	
830-Federal grants	\$50,369	\$0	\$0	\$0	
840-Provincial grants	\$1,661,529	\$269,287	\$1,081,088	\$811,801	75%
990-Over/under tax collections	(\$1,379)	\$0	\$0	\$0	
TOTAL REVENUE	\$35,656,666	\$1,180,662	\$25,776,606	\$24,595,944	95%
OPERATING EXPENSES					
110-Wages and salaries	\$4,225,141	\$1,090,940	\$5,100,287	\$4,009,347	79%
132-Benefits	\$668,109	\$216,860	\$861,658	\$644,798	75%
136-WCB contributions	\$28,434	\$7,135	\$38,924	\$31,789	82%
142-Recruiting	\$25,352	\$12,000	\$20,000	\$8,000	40%
150-Isolation cost	\$60,546	\$23,731	\$48,000	\$24,269	51%
151-Honoraria	\$363,509	\$154,213	\$530,700	\$376,487	71%
211-Travel and subsistence	\$301,782	\$115,382	\$289,182	\$173,800	60%
212-Promotional expense	\$26,374	(\$370)	\$20,606	\$20,976	102%
214-Memberships & conference fees	\$88,342	\$23,966	\$91,805	\$67,839	74%
215-Freight	\$88,810	\$12,649	\$104,760	\$92,111	88%
216-Postage	\$32,809	\$838	\$38,020	\$37,182	98%
217-Telephone	\$185,125	\$32,503	\$179,608	\$147,105	82%
221-Advertising	\$46,351	\$11,017	\$59,110	\$48,093	81%
223-Subscriptions and publications	\$3,716	\$385	\$7,510	\$7,125	95%
231-Audit fee	\$60,941	\$26,000	\$54,690	\$28,690	52%
232-Legal fee	\$101,473	\$12,054	\$56,000	\$43,946	78%
233-Engineering consulting	\$97,915	\$7,368	\$100,000	\$92,632	93%
235-Professional fee	\$1,188,854	\$172,101	\$1,238,792	\$1,066,691	86%
236-Enhanced policing fee	\$143,985	\$0	\$325,000	\$325,000	100%
239-Training and education	\$33,765	\$3,149	\$85,923	\$82,774	96%
242-Computer programming	\$32,036	\$2,719	\$39,466	\$36,747	93%
251-Repair & maintenance - bridges	\$98,498	\$9,273	\$170,000	\$160,727	95%
252-Repair & maintenance - building	\$147,223	\$16,694	\$156,810	\$140,116	89%
253-Repair & maintenance - equipm	\$195,382	\$44,871	\$199,900	\$155,029	78%
255-Repair & maintenance - vehicle	\$114,545	\$14,273	\$103,200	\$88,927	86%
258-Contract graders	\$176,971	\$21,255	\$135,000	\$113,745	84%
259-Repair & maintenance - structur	\$1,828,068	\$33,515	\$1,602,398	\$1,568,883	98%
261-Ice bridge construction	\$71,338	\$59,488	\$100,000	\$40,512	41%
262-Rental - building and land	\$94,877	\$16,765	\$26,650	\$9,885	37%
263-Rental - vehicle and equipment	\$130,951	\$26,417	\$76,535	\$50,118	65%
264-Communications	\$61,749	\$17,126	\$62,250	\$45,124	72%
271-Licenses and permits	\$3,414	\$683	\$11,039	\$10,356	94%
272-Damage claims	\$20,555	\$0	\$10,000	\$10,000	100%
273-Taxes	\$17,089	\$0	\$17,000	\$17,000	100%
274-Insurance	\$290,152	\$0	\$280,126	\$280,126	100%

	2010 Actual	2011 Actual	2011	\$ remaining	% remaining
	Total	Total	Budget		
342-Assessor fees	\$234,504	\$57,268	\$234,360	\$177,092	76%
290-Election cost	\$6,113	\$0	\$1,500	\$1,500	100%
511-Goods and supplies	\$775,704	\$104,110	\$747,050	\$642,940	86%
521-Fuel and oil	\$570,868	\$135,394	\$504,700	\$369,306	73%
531-Chemicals and salt	\$154,210	\$35,340	\$295,050	\$259,710	88%
532-Dust control	\$665,954	\$0	\$350,000	\$350,000	100%
533-Grader blades	\$142,405	\$12,488	\$145,000	\$132,512	91%
534-Gravel (apply; supply and apply	\$1,539,505	\$10,000	\$3,036,625	\$3,026,625	100%
535-Gravel reclamation cost	\$179,512	\$0	\$50,000	\$50,000	100%
543-Natural gas	\$115,773	\$50,809	\$127,100	\$76,291	60%
544-Electrical power	\$480,575	\$167,127	\$473,000	\$305,873	65%
710-Grants to local governments	\$1,948,168	\$0	\$1,600,000	\$1,600,000	100%
735-Grants to other organizations	\$1,481,052	\$1,221,806	\$1,627,495	\$405,689	25%
747-School requisition	\$6,559,007	\$0	\$0	\$0	
750-Lodge requisition	\$720,470	\$0	\$0	\$0	
810-Interest and service charges	\$20,762	\$1,811	\$20,000	\$18,189	91%
831-Interest - long term debt	\$449,220	\$0	\$556,404	\$556,404	100%
921-Bad debt expense	\$13,752	\$0	\$9,000	\$9,000	100%
922-Tax cancellation/write-off	\$59,038	\$48,858	\$60,000	\$11,142	19%
992-Cost of land sold	\$4,429	\$0	\$0	\$0	
993-NBV value of disposed TCA	\$739,005	\$0	\$0	\$0	
994-Change in inventory	\$167,356	\$0	(\$1,014,139)	(\$1,014,139)	100%
995-Depreciation of TCA	\$6,010,706	\$0	\$6,430,184	\$6,430,184	100%
TOTAL	\$34,092,270	\$4,030,009	\$27,494,278	\$23,464,269	85%
Non-TCA projects	\$531,942	\$88,349	\$431,787	\$343,438	80%
TOTAL EXPENSES	\$34,624,211	\$4,118,358	\$27,926,065	\$23,807,708	85%
EXCESS (DEFICIENCY)	\$1,032,454	(\$2,937,696)	(\$2,149,459)	\$788,236	-37%
OTHER					
830-Federal transfers for capital	\$1,005,031	\$0	\$0	\$0	
840-Provincial transfers for capital	\$5,332,166	\$0	\$3,699,606	\$3,699,606	100%
575-Contributed TCA	\$334,140	\$0	\$0	\$0	
597-Other capital revenue	\$75,559	\$3,600	\$0	(\$3,600)	
630-Proceeds of sold TCA asset	\$987,562	\$0	\$0	\$0	
631-Proceeds of traded-in TCA asset	\$173,098	\$0	\$1,001,040	\$1,001,040	100%
	\$7,907,555	\$3,600	\$4,700,646	\$4,697,046	100%
EXCESS (DEFICIENCY) - PS MODEL	\$8,940,009	(\$2,934,096)	\$2,551,187	\$5,485,282	215%
CONVERT TO LG INCOME STATEMENT					
Remove non-cash transactions associated with PSAB changes					
993-NBV value of disposed TCA	\$739,005	\$0	\$0	\$0	
994-Change in inventory	\$167,356	\$0	(\$1,014,139)	(\$1,014,139)	100%
995-Amorlization of TCA	\$6,010,706	\$0	\$6,430,184	\$6,430,184	100%
Remove TCA revenues					
Total of OTHER per above	(\$7,907,555)	(\$3,600)	(\$4,700,646)	(\$4,697,046)	100%
Add LTD principle paid					
832-Principle Payments	\$1,709,972	\$0	\$2,121,536	\$2,121,536	100%
Add/Deduct LG model TF to/from reserves					
920-Contribution from Capital Reserv	(\$159,615)	\$0	\$0	\$0	
930-Contributions from Operating Re	(\$485,667)	\$0	\$0	\$0	
940-Contribution from Capital Reserv	(\$143,858)	\$0	\$0	\$0	
762-Contribution to Capital (funding	\$2,913,988	\$0	\$0	\$0	
763-Contribution to Capital Reserves	\$2,555,394	\$0	\$0	\$0	
764-Contribution to Operating Reser	\$1,509,306	\$0	\$1,145,050	\$1,145,050	100%
EXCESS (DEFICIENCY) - LG MODEL	\$50,000	(\$2,937,696)	(\$0)	\$2,937,695	



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 12, 2011
Presented By:	Joulia Whittleton, Acting Chief Administrative Officer
Title:	May 2011 Regular Council Meetings

BACKGROUND / PROPOSAL:

As a result of delays with the Fort Vermilion administration office renovations, the completion date has been moved to May 31, 2011. Therefore administration recommends that the May council meetings be moved to La Crete.

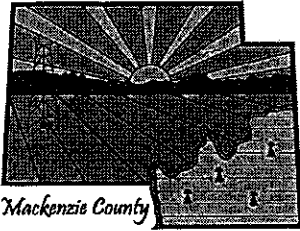
OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

That the May Council meetings be held at the La Crete County office.

Author: C. Gabriel Review by: _____ CAO _____



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 12, 2011
Presented By:	John Klassen, Director of Operations – South
Title:	Policy PW038 Waste Collection and Handling Service

BACKGROUND / PROPOSAL:

The following motion was made at the Waste Management Task Force meeting on March 25, 2011.

MOTION 11-004 **MOVED** by Councilor Braun

That administration draft a Waste Collection and Handling Service policy to be presented to Council

CARRIED

OPTIONS & BENEFITS:

For discussion.

COSTS & SOURCE OF FUNDING:

N/A

RECOMMENDED ACTION:

That Policy PW038 Waste Collection and Handling Service Policy be adopted as presented.

Author: C. Friesen Review Date: _____ CAO _____

Mackenzie County

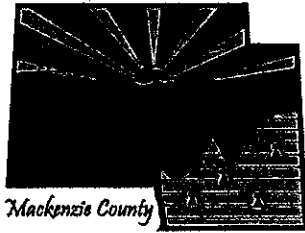
Title	WASTE COLLECTION AND HANDLING SERVICE POLICY	Policy No:	PW038
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Legislation Reference	Municipal Government Act, Section 616 v. ix
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<p>Purpose</p> <p>To establish a criteria for hamlets within Mackenzie County to qualify for hamlet residential garbage collection.</p>
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<p>Policy Statement and Guidelines</p> <p>Mackenzie County shall be responsible for the operations of the hamlet residential garbage collection.</p> <p>Hamlet Eligibility</p> <p>1.1 Consideration shall only be given for the hamlet residential garbage collection provided hamlets reach the following criteria:</p> <ul style="list-style-type: none"> a) minimum population of 1500; b) the current waste handling infrastructure requires upgrades; c) community demand to increase the level of service; d) cost effectiveness.
--

	Date	Resolution Number
Approved		
Amended		
Amended		



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 12, 2011
Presented By:	John Klassen, Director of Operations – South
Title:	Automated Hamlet Garbage Collection in La Crete

BACKGROUND / PROPOSAL:

The Waste Management Task Force requested that administration compile a capital operating cost of implementing hamlet residential waste collection as well as the installation of a compactor unit at the current La Crete Waste Transfer Station. In the attached document are cost scenarios for various options of waste management for the hamlet of La Crete. In administration's view in minimizing initial capital investment costs would be to phase in hamlet waste collection as per Option B of the attached documents.

OPTIONS & BENEFITS:

For discussion.

COSTS & SOURCE OF FUNDING:

Costs: see attached

Source of Funding: to be determined

RECOMMENDED ACTION:

That administration be authorized to implement hamlet residential waste collection in La Crete as per Option B.

Author: C. Friesen **Review Date:** _____ **CAO** _____

Option A

**Install compactor
- existing site**

Item	Capital Costs	
Compactor	250,000	
Cold Storage & conc. Pad	50,000 *	* still waiting for additional quotes in order to provide a more accurate cost.
Conveyor	50,000 *	
Compaction Trailer	110,000	
Site work - electrical	30,000 *	
Site work - grading, rearrange, etc	15,000	
Total	\$ 505,000	

	Operating Cost (Annual)	
Compaction Trailer - maintenance	6,000	
Compactor - maintenance	5,000	
Hauling contract	24,000 based on \$115/hr, 4 hours per week	
Wages	5,000 to operate compactor	
Total	\$ 40,000	

Revenue

Item	Revenue (Annual)
Waste hauling contract savings	49,000 based on waste from BHP & Bluehills being handled in La Crete
Total	\$ 49,000

Hauling savings of \$25,000/yr. It would take 10 years to regain the capital costs at current prices and waste volumes.

Option B

Hamlet pick up & 40 yrd bins
- existing site

Item	Capital Cost
Carts - purchase 1200	68,000
Automated Garbage Truck	240,000
40 yrd bins	32,000 (4 x \$8000)
Site work	10,000
Implementation & Advertising	15,000
Total	\$ 365,000
Operating Cost	
	(Annual)
Carts - maintain & replace	2,500
Truck - maintainance	10,000
Truck - fuel	16,000
40 yrd bin hauling cost	48,000 (\$240 x 200, current price is \$215)
Wages	30,000
Total	\$ 106,500

Revenue

Item	Revenue (Annual)
Fee for Hamlet pickup	86,400 based on 900 homes at \$8/home/month
Hauling contract savings	40,000 realized by higher compaction in 40 yrd bins and fewer 6 yd bins being tipped
Total	\$ 126,400

It would take 4.5 years to recoup the capital costs to implement residential waste collection at the current rates.

Overall, hauling costs would increase by roughly \$8000/year. Hauling 40 yd bins is less efficient than using 6 yd bins. This is due to minimal or no compaction in the 40 yrd bins.

Option C

Hamlet pick up & compactor - existing site	
Item	Capital Costs
Carts - purchase 1200	68,000
Automated Garbage Truck	240,000
Compactor	250,000
Cold Storage & conc. Pad	50,000 *
Conveyor	50,000 *
Compaction Trailer	110,000
Site work - electrical	30,000 *
Site work - grading, rearrange, etc	15,000
Implementation & advertising	15,000
Total	\$ 828,000
	Operating Cost
	(Annual)
Carts - maintain & replace	2,500
Truck - maintenance	10,000
Truck - fuel	16,000
Compaction Trailer - maintenance	6,000
Compactor - maintenance	5,000
Hauling contract	24,000 based on \$115/hr, 4 hours per week
Wages	30,000
Total	\$ 93,500

* still waiting for additional quotes in order to provide a more accurate cost.

Revenue

Item	Revenue (Annual)
Fee for Hamlet pickup	86,400 based on 900 homes at \$8/home/month
Waste hauling contract savings	49,000 based on waste from BHP & Bluehills being handled in La Crete
Total	\$ 135,400

Hauling savings of \$25,000/yr. It would take 10 years to regain the capital costs at current prices and waste volumes.

It would take 4.5 years to recoup the capital costs to implement residential waste collection at the current rates.

Option D

Install compactor - new site

Capital Costs

Compactor	250,000	* still waiting for additional
Cold Storage & conc. Pad	50,000 *	quotes in order to provide a
Conveyor	50,000 *	more accurate cost.
Compaction Trailer	110,000	
Site purchase	230,000	based on Northpoint Bus. Park lots
Site work - electrical	30,000 *	about 7 acres
Site work - grading & moving	40,000	
Site work - fencing	27,500	680m x 40.35/m
Advertising/info sessions	5,000	
Total	\$ 792,500	

Operating Cost

(Annual)

Compactor - maintenance	5,000	
Compaction Trailer - maintenance	6,000	
Hauling contract	24,000	based on \$115/hr, 4 hours per week
Wages	5,000	
Total	\$ 40,000	

Revenue

Revenue

(Annual)

Waste hauling contract savings	49,000	based on waste from BHP & Bluehills being handled in La Crete
Total	\$ 49,000	

Hauling savings of \$25,000/yr. It would take 15 years to regain the capital costs at current prices and waste volumes.

Option E

Hamlet pick up & compactor - new WTS site

Item	Capital Costs	
Carts - purchase	68,000	* still waiting for additional
Automated Garbage Truck	240,000	quotes in order to provide a
Compactor	250,000	more accurate cost.
Cold Storage & conc. Pad	50,000 *	
Conveyor	50,000 *	
Compaction Trailer	110,000	
Site purchase	230,000	based on Northpoint Bus. Park lot prices
Site work - electrical	30,000 *	about 7 acres
Site work - grading & moving	40,000	
Site work - fencing	27,500	680m x 40.35/m
Implementation & advertising	15,000	
Total	\$ 1,110,500	

Item	Operating Cost (Annual)	
Carts - maintain & replace	2,500	
Truck - maintenance	10,000	
Truck - fuel	16,000	
Compaction Trailer - maintenance	6,000	
Compactor - maintenance	5,000	
Hauling contract	24,000	based on \$115/hr, 4 hours per week
Wages	30,000	
Total	\$ 93,500	

Revenue

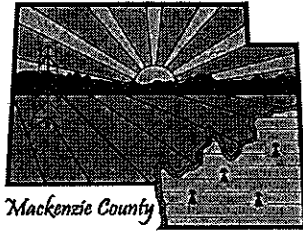
Item	Revenue (Annual)
Fee for Hamlet pickup	86,400 based on 900 homes at \$8/home/month
Waste hauling contract savings	49,000 based on waste from BHP & Bluehills being handled in La Crete
Total	\$ 135,400

Hauling savings of \$25,000/yr. It would take 15 years to regain the capital costs at current prices and waste volumes.

It would take 4.5 years to recoup the capital costs to implement residential waste collection at the current rates.

Summary

Option	Capital Cost	Operating Cost
A Install compactor - existing site	\$ 505,000	\$ 40,000
B Hamlet pick up & 40 yrd bins - existing site	\$ 365,000	\$ 106,500
C Hamlet pick up & compactor - existing site	\$ 828,000	\$ 93,500
D Install compactor - new site	\$ 682,500	\$ 40,000
E Hamlet pick up & compactor - new site	\$ 1,110,500	\$ 93,500



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting, High Level Rural Hall
Meeting Date:	April 12, 2011
Presented By:	John Klassen, Director of Operations – South
Title:	Rural Waterline Truck Fill Location

BACKGROUND / PROPOSAL:

The Rural Water Line Committee recommends to council that the future site of a rural, potable water, truck fill point be constructed at the intersection of Secondary Highway 697 and AJA Friesen Road (Twp Rd 1064).

OPTIONS & BENEFITS:

N/A

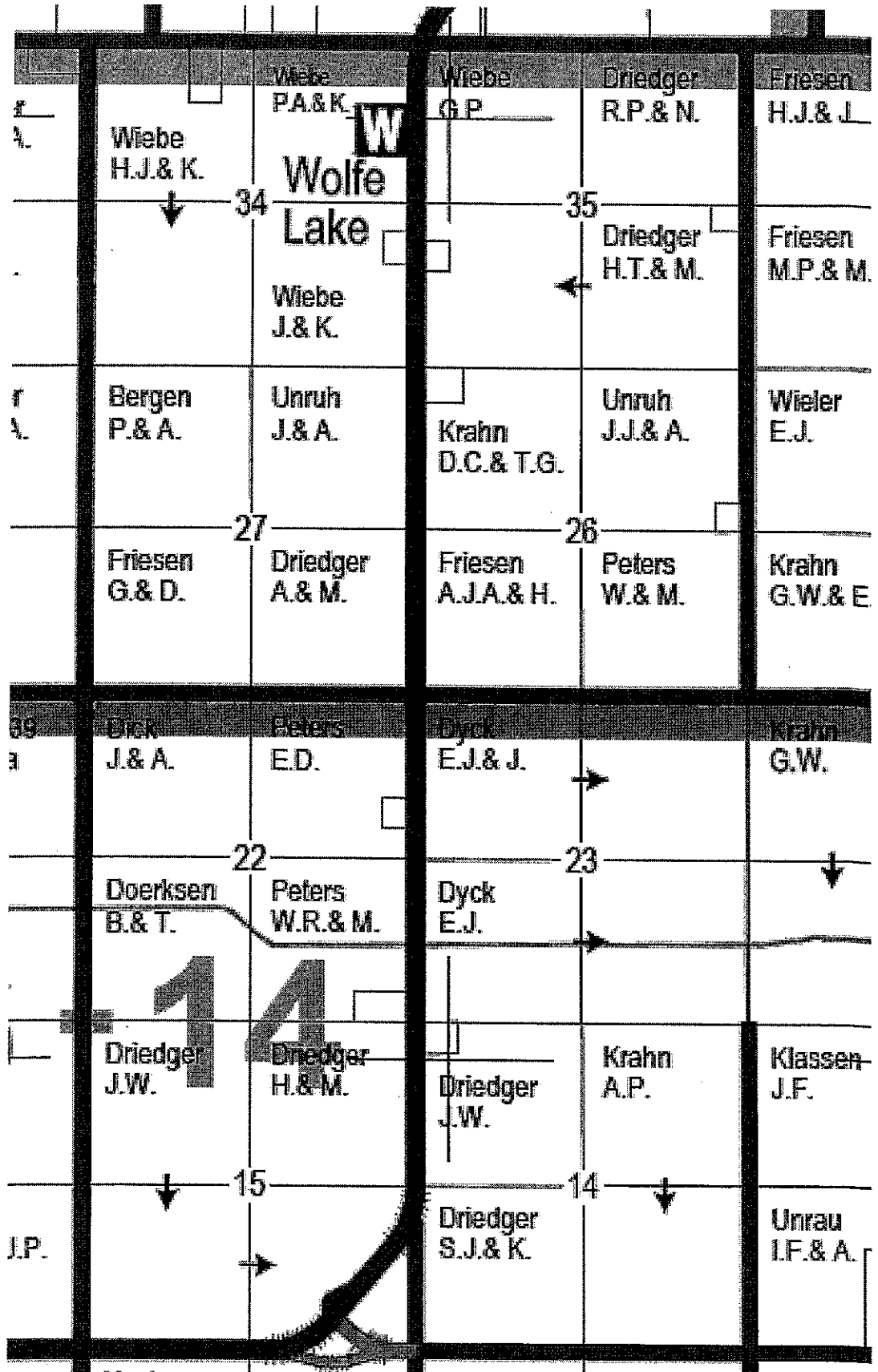
COSTS & SOURCE OF FUNDING:

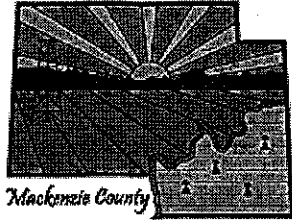
N/A

RECOMMENDED ACTION:

That administration be authorized to pursue the Rural Water Line Committee's recommended location for a Rural Truck Fill site.

Author: B. Peters Review Date: _____ CAO _____





MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 12, 2011
Presented By:	Al Hoggan, Director of Operations North
Title:	Rural Water Line Future Expansion

BACKGROUND / PROPOSAL:

As the rural water line continues towards its 2011 project completion date, the Rural Water Line Committee has directed that administration request to Council as a whole to provide direction regarding future rural water line plans. In particular the question of whether administration should begin planning to complete the laterals from the new main rural water line or should future funding be allocated to continue with main rural water line construction with laterals to be completed at a later date.

OPTIONS & BENEFITS:

1. Continue future construction of main rural water lines only (budgets permitting).
2. Complete laterals from existing main rural water line prior to continuing with further main rural water line construction (budgets permitting).

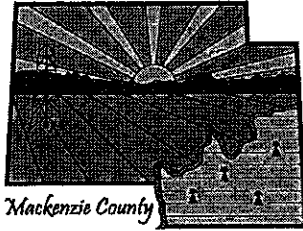
COSTS & SOURCE OF FUNDING:

Future capital budgets.

RECOMMENDED ACTION:

That administration be directed to proceed with either option 1 or 2.

Author: Al Hoggan Reviewed By: _____ CAO _____



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 12, 2011
Presented By:	Al Hoggan, Director of Operations-North
Title:	County Road Tour

BACKGROUND / PROPOSAL:

Members of Council, ASB and County Directors participate in an annual road tour in the spring, following runoff.

In previous years this road tour consisted of two days travel, one day of travel on North roads, one day of travel on South roads to locations determined by Council and Administration.

Travel will be on the County bus.

OPTIONS & BENEFITS:

This will allow for inspection of runoff damage (ie: erosion, flood damage), culverts, previous years construction, current road conditions, etc.

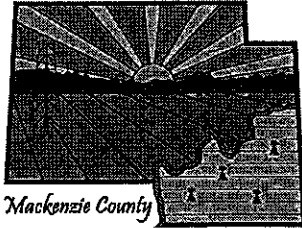
This will also allow Council to showcase the rural areas to the incoming CAO.

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

That Council approve a date for the road tour, with recommendation of early May, 2011.

Author: Colleen Nate **Review Date:** April 12, 2011 **CAO** _____



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 12, 2011
Presented By:	Don Roberts, Zama Site Manager
Title:	Standard Operating Procedure – Cell Phones

BACKGROUND / PROPOSAL:

Mackenzie County administration identified there were no procedures in place to control cell phone usage by County employees. This issue was presented to the Communications Ad Hoc Committee. Administration developed a Cell Phone Standard Operating Procedure for the Communications Ad Hoc Committee to review with the committee's recommendation then to present the SOP to Council.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

Operating Cost

RECOMMENDED ACTION:

That the Standard Operating Procedure for Cell Phones be approved as presented.

Author: Don Roberts Review by: _____ CAO _____

Mackenzie County
Cell Phone
Standard Operating Procedure

Purpose

To insure procedures are established and adhered to for the usage of cell phones by Mackenzie County personnel.

Mission statement and general guidelines

Statement

Mackenzie County shall provide cell phones or pay a monthly imbursement to designated Mackenzie County personnel that require mobile communication for work purposes.

Responsibilities

Mackenzie County CAO, Directors and Managers/Supervisors shall be responsible for the authorizing and monitoring employee cell phone usage, and shall review usage periodically to insure use is appropriate and that costs incurred are financially responsible. On all county issued cell phones the Director/Manager/Supervisors will be responsible to insure cell phone plans are appropriate and adequate.

Designated Personnel

The following personnel shall be provided a cell phone to conduct Mackenzie County business.

- Chief Administrative Officer
- Directors
- Managers
- Supervisors
- Senior Utilities Officers
- Lead Hand/Forman
- Fire Chiefs/Deputy

*Note: All other personnel requiring cell phones must obtain written authorization from both their direct supervisor and the CAO. (schedule A)

*Note: Any employee listed above may elect to use their personal cell phone and be given the appropriate monthly imbursement.

Mackenzie County
Cell Phone
Standard Operating Procedure

The following personnel shall receive a monthly imbursement for utilizing their own personal cell phones in order to conduct Mackenzie County business.

- Fire Chiefs/Deputy (if required)\$30.00/month
- Fire Fighters \$30.00/month
- Equipment Operators\$30.00/month
- GML (if required)\$30.00/month
- Seasonal Staff (if required)\$25.00/month

Acquiring a Cell Phone or Imbursement

As per Schedule A

Mackenzie County

Cell Phone
SOP
Schedule A

Employee Cell Phone
Authorization

To be completed by Employee (please print)

Employee Name: _____ Employee ID# _____

Employee Position/Title _____ Contact Phone Number _____

Department: _____ Date: _____

To be completed by Director/Manager (please print)

Director/Managers Name: _____ Fin Code/GL Account: _____

Personal Cell Phone

Personal Cell Phone Number: _____

Monthly Imbursement \$ _____

Employees shall attach a copy of the first page of personal bill as evidence of continued eligibility for cell phone allowance payments

Signing authorizes the release of your number for internal use only

County Issued Cell Phones

Cell Phone Options (check all that apply)

Cell Phone _____ Smart Phone _____ iPhone _____

Voice Mail _____ Call Display _____ Call Forwarding _____

Text Messaging _____ Camera _____ Speaker Phone _____

Car Charger _____ Carrying Case _____ Hands Free _____

Blue Tooth _____ Touch Screen _____ Wi-Fi _____

ISA #

Service Provider (please print)

County issued Cell Phone Number: _____

Provider _____ Term of Contract: Monthly _____ 1 Year _____ 2 Year _____ 3 Year _____

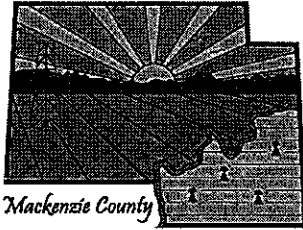
Approval (please print and Sign)

Director/Manager/Supervisor

Employee Signature

Chief Administration Officer

Date



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 12, 2011
Presented By:	Don Roberts, Zama Site Manager
Title:	Heavy Equipment Operator Training (Certified)

BACKGROUND / PROPOSAL:

At the February 23, 2011 Council Meeting Council made the following motion 11-02-191:

“That administration research the Heavy Equipment Operator Certification program and bring back options within 60 days.”

As per Policy No: ADM035 Employee Training Program paragraph 5:

“Employees are not entitled to automatic pay increases on completing a course.

OPTIONS & BENEFITS:

Option A

“Olds College”

Olds College offers a 12 week in-depth course covering extensive earthmoving techniques and training on four major pieces of equipment. This type of training may be considered too extensive for our purpose giving grader operators training that may be more useful to Lead-hands or supervisors. This training is offered in Calgary and Hanna, Alberta for individual operators whom would have extra costs such as travel, accommodations, etc.

Option B

“Keyano College”

Keyano College offers two types of courses. An eight week individual course consisting of multiple types of Heavy Equipment and secondly, Corporate Training where the course is designed to fit the needs of the company/municipality. The second type of

Author: Don Roberts **Review by:** _____ **CAO** _____

training would require a minimum of four personnel at a time for two days training in Fort McMurray. This option would have extra costs such as travel, accommodations, etc.

Option C

“Ground Force”

Ground Force would provide certified training to all Mackenzie County grader operators (16 personnel). This training is not as in-depth or diversified as other Heavy Equipment Operator courses and only covers one piece of equipment, the grader. This training is done locally within Mackenzie County, in the operator’s individual graders and on their separate grader beats. Having training done locally would be cost effective due to savings on travel expenses, accommodations, meals etc. and the minimal loss of man hours due to employees not having to leave their operations by receiving “on-the-job-training”. This type of training would improve all operator skills within Mackenzie County.

COSTS & SOURCE OF FUNDING:

Option A

\$10,000.00 per course
On-campus accommodation:
Approx. \$710.00 per month x 3
Plus travel and subsistence

Option B

\$8,500.00 per person
\$1,500.00 per day (4 people) 2 day training

No on-campus accommodations
Hotels Approx \$120 per day x 4 days
Plus travel and subsistence

Option C

\$14,000.00 for all 16 employees
No travel or subsistence

RECOMMENDED ACTION:

Option C

That administration be authorized to engage Ground Force to provide certified training to all Mackenzie County grader operators (16 personnel) and that the budget be amended to include \$14,000.00 with funding coming from the General Operating Reserve.

Author: Don Roberts Review by: _____ CAO _____



**OLDS
COLLEGE**

The place to go places

Heavy Equipment Operator Certificate Program

The Heavy Equipment Operator Certificate Program (HEO) provides you with the knowledge and skills required to enter the workforce as an entry level heavy equipment operator. In 12 weeks, plus a practicum, you will focus on jobsite fundamentals including:

- health, safety, and environmental training and awareness,
- equipment maintenance and operation,
- and application of earth moving techniques in hands-on operations.

It provides theory and practical training on various pieces of heavy equipment such as compactor, loader, excavator, dozer, and grader. This program also covers soil structure, grades and staking, preventative maintenance, excavation math, blueprint reading, and construction site fundamentals. Numerous safety tickets are included. The program requires a 12 week commitment to both the in classroom portion of the program as well as the hands-on training.

Components of the course include:

- Workplace Safety and Safety Tickets
- Introduction to Earthmoving
- Equipment Operation and Preventative
- Mechanical Maintenance
- Fieldwork and Jobsite Fundamentals
- Earthmoving Operational Techniques

Cost: \$9190 plus \$500 books and field materials plus student fees (a \$500 non-refundable deposit will be required upon letter of acceptance)

Off-Campus – Hanna

March 28 – June 17, 2011
8:00 a.m. start
Monday - Friday

Off-Campus – Location to be determined.

Sept 6 – Nov 25, 2011
8:00 a.m. start
Monday - Friday

Don Roberts

From: Janet Somerville [Janet.Somerville@keyano.ca]
Sent: Wednesday, March 16, 2011 10:12 AM
To: Don Roberts
Subject: Heavy Equipment Training

Hi Don

Here is some information you requested regarding Heavy Equipment Training. I apologize, if some of the information enclosed for the corporate training is a little vague, but this training is customized to meet your specific needs, and therefore there isn't any particular outline. Here is some information on what Keyano College offers for equipment training. As I mentioned, we have been doing a lot of training and evaluation/certification courses for the Fort McMurray Regional Municipality of Wood Buffalo.

Heavy Equipment Operator Course

This course is for people with no experience. Participants learn the safe operation on Grader, Dozer, Loader and Rock Truck. Some aspects of the training include pre and post trip inspections, controls, start up and shut down, machine safety, maintenance, operation, etc. The course is 30% in class and 70% hands on training.

- 8 week course
- \$8500.00 a person

Corporate Training

Keyano College offers machine specific training for industry. Each course is customized to meet their needs and is based on employee experience, as well as the task they are using the machine for.

EXAMPLES:

Loader Training – no experience

4 people – 2 days training
\$1500.00 a day (4 people)
*Training in Fort McMurray

Loader Certification – experience operators

This course is solely based on evaluation/competency certification. Our instructor evaluate the employees competencies on the machine. They are evaluated on such things as pre-trip inspection, start up, safety, etc. They are given task to complete specific to the machine.

The evaluation gets sent to the employer deeming them competent or not. A certificate is issued to the employee, as well as a copy to the employer for their training records.

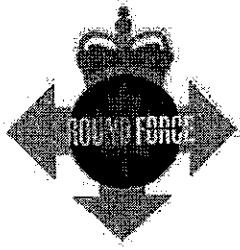
Please let me know if you require more information.

Thanks

Janet Somerville
Coordinator, Heavy Equipment
Trades & Heavy Industrial Division
8115 Franklin Ave
Fort McMurray AB T9H 2H7

Phone: (780) 799-8610
Fax: (780) 791-1579
janet.somerville@keyano.ca





Quotation – Operator Safety Series: Motor Grader

- Mackenzie County -

1. Introduction

Ground Force instructors are chosen primarily for their previous experience and training at the Canadian Forces School of Military Engineering. Prior to acquiring their Instructor status on any given equipment or vehicle, they must have first mastered all aspects of its operation, thus guaranteeing extensive (i.e. 2000 hours) seat time and, under virtually any condition on earth. Ground Force instructors have substantial classroom instruction and lesson plan experience. They are among the best in their field of expertise and have an instinctive reaction to changing requirements and legislation.

2. Background

Ground Force training provides an extensive range of training programs to both the private and public sectors in the areas of heavy equipment and driver training. Ground Force has become known for providing quality training that produces quantifiable results in collision reduction, lower maintenance costs, reduced fuel consumption and improved employee morale.

In 2010, over 300 training programs were implemented in 235 municipalities throughout Ontario, Newfoundland, New Brunswick, Manitoba and Alberta as well as many customized programs for farms, construction and utility companies. With the growing awareness within all sectors that a certificate is just not enough anymore and that there is no substitute for a good quality training program, many private companies and public sector employers have engaged Ground Force Training to help plan and implement their training requirements for the next several years.

3. Benefits of Employee Training & Equipment Operator Safety Series Training

The benefits of training can flow through to all levels of an organization. Employee training including equipment operator safety programs will ensure that the objectives for due diligence and efficient maintenance of the corporate equipment inventory are met by:

- Developing training program documentation to meet Legislative (i.e. Occupational Health and Safety; Highway Traffic Act) requirements.
- Developing safe equipment operators who are less prone to accidents, more productive and produce savings in fuel consumption.
- Reducing wear and damage to equipment.
- Reducing damage to private property.
- Increasing customer satisfaction with corporate services.

4. Previous Experience

Ground Force Training Inc. (GFTI) has developed a comprehensive motor grader program including theoretical and practical components. GFTI professional trainers have significant personal 'hands-on' experience gained in the Canadian Forces and with motor grader programs implemented in several Municipalities including the following examples:

- City of Moncton, NB
- County of Lethbridge, AB
- Municipal District of Northern Lights, MB
- County of Newell No.4, AB
- City of Belleville, ON

As well, GFTI staff has successfully implemented motor grader and various equipment operator programs in many other Municipalities throughout Ontario. Our instructors have experience with all types of equipment, soils, aggregates, drainage, and varied student operator abilities. As a result, all GFTI trainers are very adaptable to local conditions and make good use of their time with the student operators.

5. Training Overview

Classroom Activities

The training program begins with a one day (approx. 7 hours) classroom course for the student operator at a venue within the Municipality for this program. The following topics are thoroughly covered:

- Equipment Design & Function
- Electrical/Hydraulic System
- Pre-Start Inspections
- Equipment Warning Devices
- Controls Review
- Power-Train
- Effects of Soil Types & Terrain
- Grader Blade Operations

Field Portion (Practical/Peer to Peer)

This is the practical, hands-on (i.e. 'seat time') portion of the training and is referred to as 'active learning' or learning by doing. Our training approach is most effective because the operator trainees more readily share their experience with and accept advice/coaching from experienced professional instructors such as ours. Our instructors will provide constructive feedback and reinforcement and relate the training to job requirements. Therefore, the trainee will immediately be able to apply their new knowledge and skills gained in the training session directly into their job environment.

The practical training will take place in a location determined by the Municipality in consultation with the training provider. Some specific skill areas that should be considered and have been requested by other Municipalities include:

1. Correct use of the windrow eliminator attachment thereby reducing the need for a second pass, increasing efficiency/productivity and saving time;
2. Ditching techniques to improve road base/surface drainage;
3. Proper cross-fall/crowning techniques;
4. Advanced grading including grader/moldboard operations, working efficiently with windrows, maximizing benefits of articulation etc.

Hands-on Activities:

- Scarifying, Ripping, Cut/Fill/Leveling
- Casting Windrows
- Correct Use of Windrow Eliminator Attachment
- Proper Cross-Fall & Crowning Techniques
- Grader/Moldboard Operations
- Working Efficiently with Windrows
- Maximizing Benefits of Articulation
- Ditching Techniques
- Working in Tandem
- Removal of Grass on Shoulder
- Ditches on Gravel Roads

6. Breakout and Cost Tables

TABLE 1 – Motor Grader				
Day	Seat Time (hours)	# machine required	# of students	Total Cost (+ HST)
Day 1 (classroom / theory)	Approx. 7 hrs.		16	\$13,989.00
Day 2 – 13 (practical / hands-on)	Approx. 7 hrs. – experienced 14 hrs. – novice	2 – motor graders		
Course Breakout				
Day 1	Classroom Portion		2 Students	
Day 2 & 3	Practical Portion		2 Students - novice	
Day 4 & 5	Practical Portion		2 Students	
Day 6 & 7	Practical Portion		2 Students	
Day 8 & 9	Practical Portion		2 Students	
Day 10	Practical Portion		2 Students	
Day 11	Practical Portion		3 Students	
Day 12	Practical Portion		3 Students	
Day 13	Practical Portion		2 Students	

Prior to training, the Municipality will receive a comprehensive 'getting ready for training form' from GFTI. This checklist will ensure that the implementation of the program commences on time and efficiently.

7. Evaluation and Certificate (Equipment Operator Training)

A post training consultation will be conducted by a Ground Force Training Inc. representative with the appropriate manager to address any concerns regarding the training content or delivery. Every effort will be made to meet the expectations of the trainee and your organization.

Progress is monitored by the instructor as the student moves through a series of work projects. Progress varies for each person and depends on individual ability to master operating techniques. A theory exam (multiple choice), oral exam (by instructor) and/or a practical exam (on equipment) will be used to thoroughly evaluate the student.

For due diligence purposes the Municipality will receive following documentation for each student:

- 1) a copy of the original test results
- 2) an operator training summary
- 3) a certificate of completion

8. Equipment Safety and Tools

In consultation with the training provider the Municipality is responsible for providing the appropriate type and number of equipment for the student operator. It is important that equipment provided for training is mechanically sound and meets all safety requirements. Ground Force instructors will not conduct training on any equipment that they judge to be unsafe or not in road worthy condition. In the event that a Ground Force Instructor deems equipment to be unsafe, the scheduled training will not proceed and will be rescheduled to a time that safe equipment can be provided. Additional charges, over and above the original quotation, for the rescheduled training will apply.

The Municipality is responsible for providing an appropriate classroom setting (i.e. adequate space, tables, chairs) for an adult learning environment and to ensure that the trainers can effectively facilitate the program modules. GFTI staff will advise the Municipality in advance regarding audio visual equipment requirements.

9. Cancellation Policies

- If written cancellation is received at least 10 working days in advance – 100% refund of the total program fee.
- If written cancellation is received at least 9-3 working days in advance – 50% refund of the total program fee.
- If written cancellation is received less than 3 working days in advance – no refund of the course fee.
- If payment has not been received at time of cancellation, an invoice will be issued for the appropriate amount as costs will have already been incurred.

Substitutions

If circumstances prevent a previously registered person from attending a course, substitutions are permitted up to and on the day of the event.

Weather Cancellation

On occasion, a training course will be discontinued because of weather conditions. In the event that training has to be rescheduled or instructors held over to complete a course beyond the original program times due to inclement weather, additional charges, over and above the original quotation, for the rescheduled training will apply.

10. Terms of Payment

Payment for training services provided is due upon receipt of the invoice. A late payment charge of 2% per month will be charged on overdue amounts.

11. Proposal Amendments

No amendment of any provision of this proposal shall be effective unless it is in writing and signed, or sent by an e-mail message by the client's authorized representative. Within 24 hours of such notification, Ground Force Training Inc. staff will revise the proposal to meet the client's new modifications.

12. Effectiveness

The terms of this proposal and/or amendments to this proposal shall be effective upon transmission of an email message – including full contact information – by the client's authorized representative to the following:

Ted Butler
Business Development Manager
Ground Force Training Inc.
Phone: 905-253-0158
Toll Free: 888-712-2090
Cell: 226-208-0163
E-mail: tedbutler@gfti.ca

MOTOR GRADER



This 2, 3, 4 or 5 day course is designed for operators with varying degrees of experience (e.g. experienced operators - 2 day program; intermediate operators - 3 or 4 day program; novice operators - 4 or 5 day program). Each student will receive a combination of classroom/theory and practical/hands-on training.

These courses will enable operators to make better, more informed decisions in every aspect of Motor Grader operation. The results of this learning process are improved operating techniques, knowledge, maintenance habits, safety awareness and productivity.

LEVEL 1 - Novice Operators

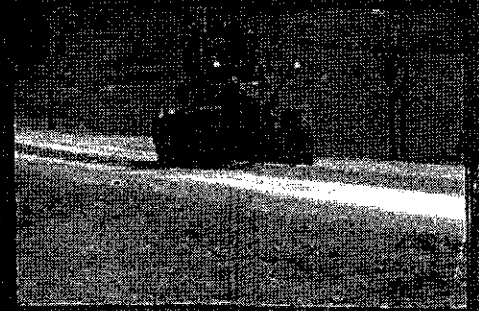
Classroom/Theory

- Equipment Design & Function
- Electrical/Hydraulic System
- Pre-Start Inspections
- Equipment Warning Devices
- Weather Considerations
- Controls Review
- Power-Train
- Effects of Soil Types & Terrain
- Grader Blade Operations
- Advanced Grading Techniques

Hands-on Activities

- Scarifying, Ripping, Cut/Fill/Leveling
- Top Soil Removal
- Casting Windrows
- Bank Work & Cleaning Ditches
- Proper Use of Saddle Lock & Far Reach
- Correct Use of Windrow Eliminator Attachment
- Ditching Techniques
- Proper Cross-Fall & Crowning Techniques
- Grader/Moldboard Operations
- Working Efficiently with Windrows
- Maximizing Benefits of Articulation

905-253-0158 • www.groundforcetraining.com • info@gfti.ca



MOTOR GRADER



LEVEL 2 - Intermediate & Experienced Operators

Classroom/Theory

- How to Properly Read Survey Stakes
- How to Ditch (Ditching operations)
 - V-Ditch and Camber
- Techniques
 - Proper Crowning Techniques
 - Drainage Techniques
 - Final Grading Techniques
 - Far Reach and High Banking Operations
 - Stripping Top Soil or Sod
- How to Properly Build and Maintain a Road

Hands-on Activities

- Stake Reading Exercises
- Ditching Operations
 - Stripping
 - V-Ditching and Camber
- Crowning Operations
- Techniques
 - Final Grading Techniques
 - Stripping Top Soil or Sod
 - Advanced Grading Techniques

NOTE: Ground Force is always prepared to add topics specific to your individual requirements.

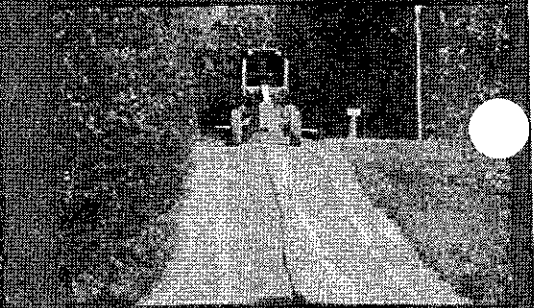
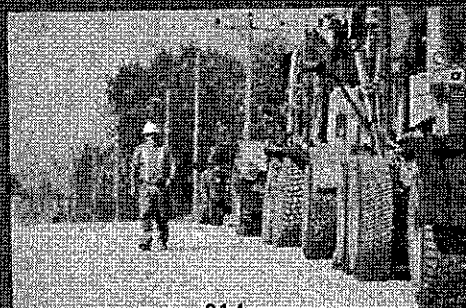
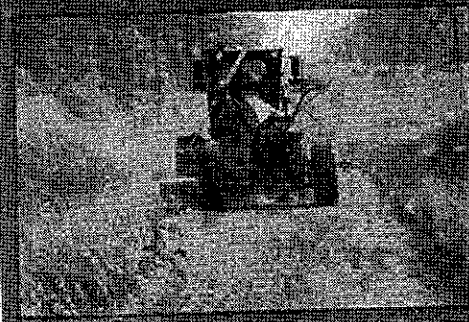
Equipment Required

For each training level, a 1:1 student/equipment ratio is used. This will enable the student to thoroughly develop their practical skills.

Evaluation & Documentation - Level 1 & 2

Theory exam (multiple choice), oral exam (by instructor) and practical exam (on equipment). Each successful participant will be provided with a course certificate and the employer will receive a written operator training summary.

905-253-0158 • www.groundforcetraining.com • info@gfti.ca



BYLAW NO. 807-11
BEING A BYLAW OF
MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA

TO AMEND THE
MACKENZIE COUNTY LAND USE BYLAW

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

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

WHEREAS, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to amend the Mackenzie County Land Use Bylaw to accommodate a multi-family dwelling.

NOW THEREFORE, THE COUNCIL OF THE MACKENZIE COUNTY, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, HEREBY ENACTS AS FOLLOWS:

1. That the land use designation of the subject parcel known as:

Part of Plan 032 3561, Block 7, Lot 2A

be rezoned from Hamlet Residential District 2 "HR2" to Hamlet Residential District 3 "HR3", as outlined in Schedule "A".

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

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

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

Bill Neufeld
Reeve

Chief Administrative Officer

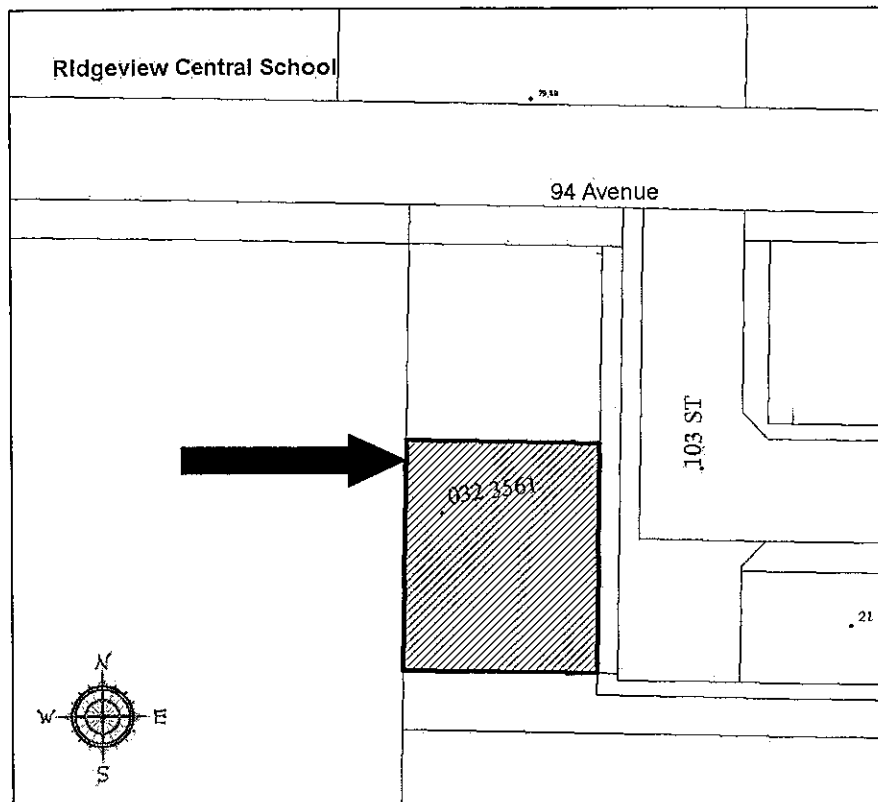
BYLAW No. 807-11

SCHEDULE "A"

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

Part of Plan 032 3561, Block 7, Lot 2A

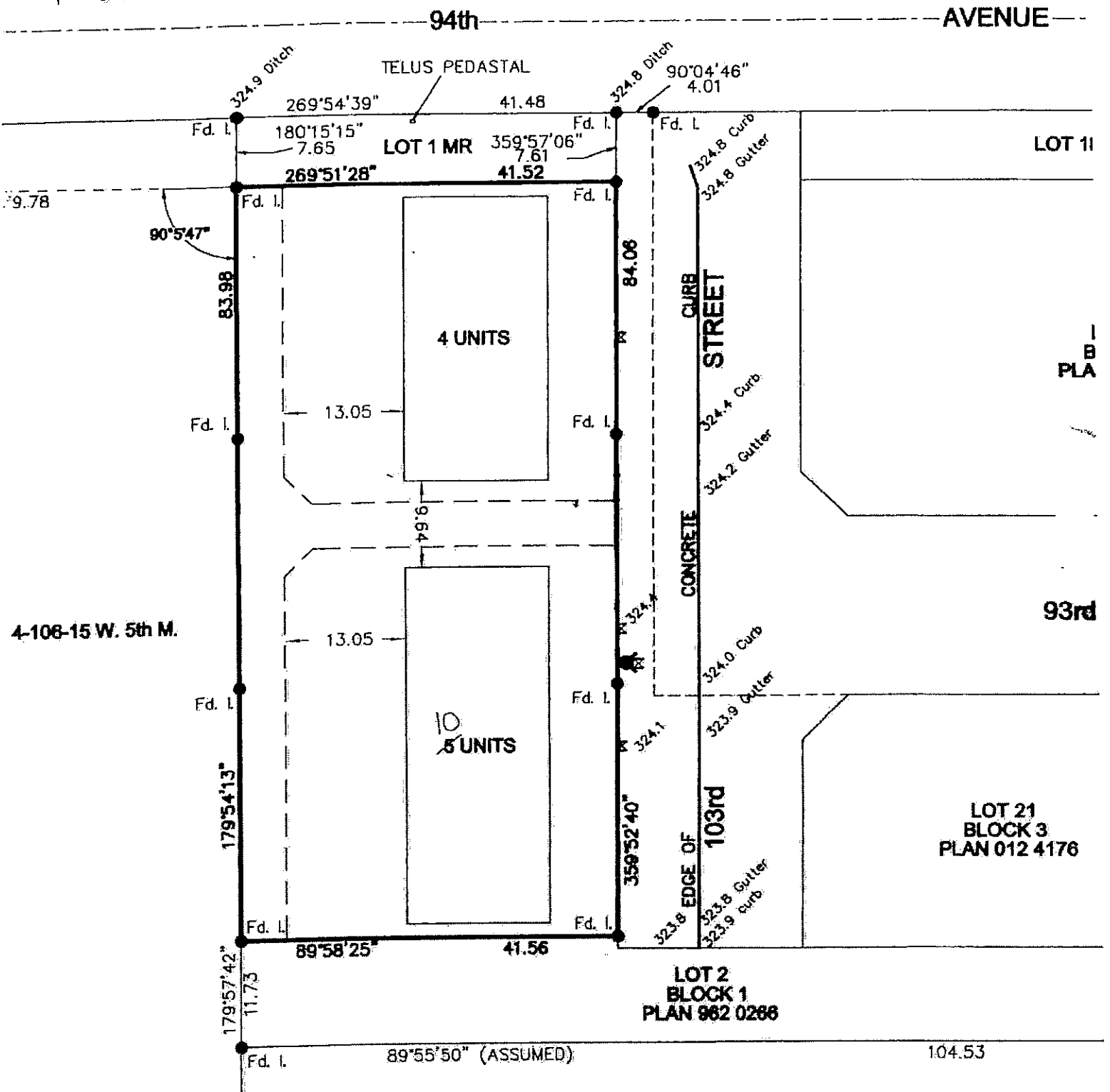
within the Hamlet of La Crete, be rezoned from Hamlet Residential District 2 "HR2" to Hamlet Residential District 3 "HR3".



FROM: Hamlet Residential District 2 "HR2"

TO: Hamlet Residential District 3 "HR3"

↑
North



ALTHOUGH THESE DRAWINGS HAVE BEEN PREPARED BY A PROFESSIONAL ENGINEER, THE USER SHALL BE RESPONSIBLE FOR THE PROPER USE OF THESE DRAWINGS. THE USER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES. THE USER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY INFORMATION FROM THE APPROPRIATE AGENCIES. THE USER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY INFORMATION FROM THE APPROPRIATE AGENCIES. THE USER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY INFORMATION FROM THE APPROPRIATE AGENCIES.

**RAILSIDE
DESIGN**

5004 48 Ave,
Box 1014, Sturtevant, WI
53091-2110
Tel: (800) 949-9052
Fax: (866) 305-5896
Email:
gallen@railsideesign.com

PLAN FOR:
**RANDY
DERKSEN**

Hamlet of
La Crosse, WI

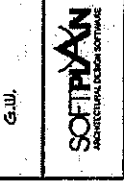
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COVER

DATE:
March 22, 2011

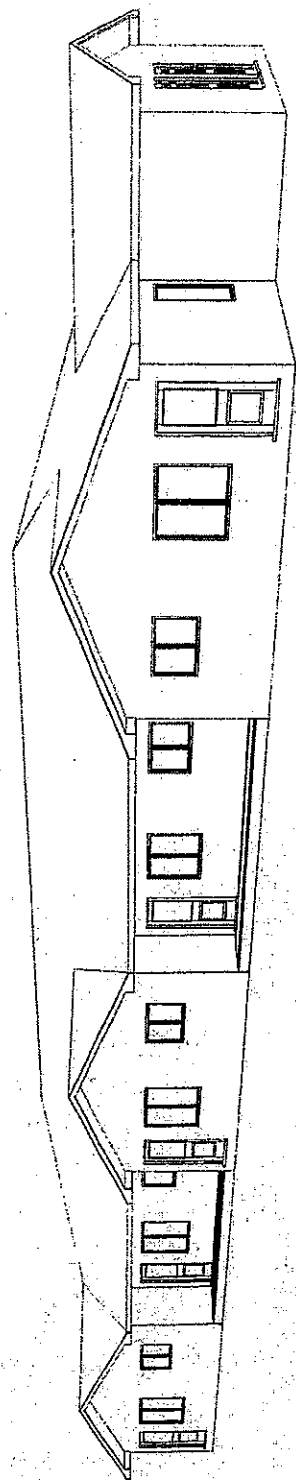
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G.J.W.



FOR ALL INFORMATION
CALL EQUIPMENT



PAGE	DESCRIPTION
00	COVER PAGE
1	ELEVATIONS
2	MAIN FLOOR LAYOUT
3	SITE PLAN

BUILDING AREA
Unit Area - 624 Sq.Ft. (58 Sq.M) X 10
Mechanical Area - 200 Sq.Ft. (18.6 Sq.M) X 1
BUILDING FOOTPRINT - 6,440 Sq.Ft. - 598.6 Sq.M

RAILSIDE DESIGN

5004 48 Ave,
Box 1024, Stettler, AB
T0C 2L0

Tel: (800) 949-9052
Fax: (868) 305-6886

Email:
gale@railsidedesign.com

PLAN FOR:

**RANDY
DERKSEN**

Hamlet of
La Crete, AB

DRAWING TITLE:

**MAIN FLOOR
PLAN**

DATE:

March 22, 2011

SCALE:

N.T.S.

SHEET NO:

2 of 3

DRAWN BY:

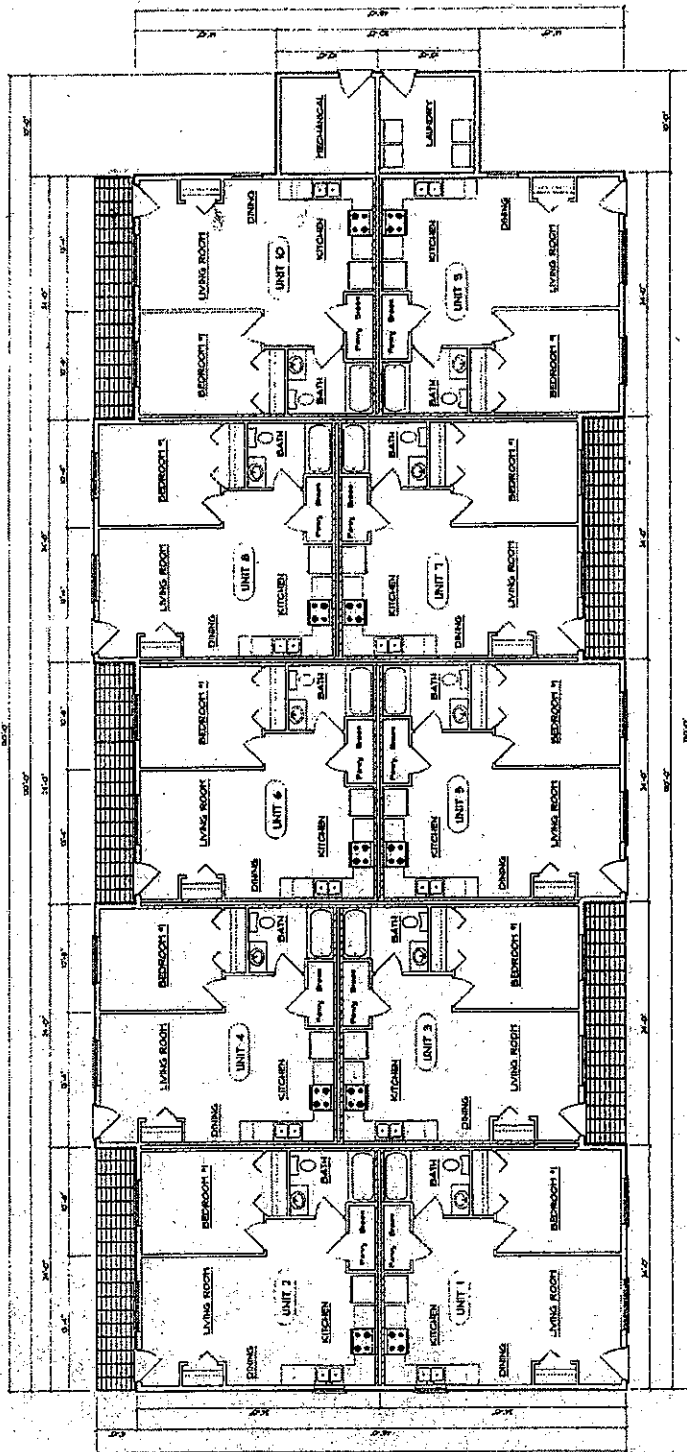
G.J.J.

SOFTPLAN
ARCHITECTURAL SOFTWARE

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MAIN FLOOR LAYOUT

RAILSIDE DESIGN

5004 48 Ave.
Box 1014, Stettin, AB
T0C 2L0
Tel: (800) 949-0052
Fax: (866) 305-5686
Email:
galen@railsidedesign.com

PLAN FOR:

**RANDY
DERKSEN**

Hamlet of
La Crete, AB

DRAWING TITLE:

**SITE
PLAN**

DATE:

March 22, 2011

SCALE:

N.T.S.

SHEET NO.:

3 of 3

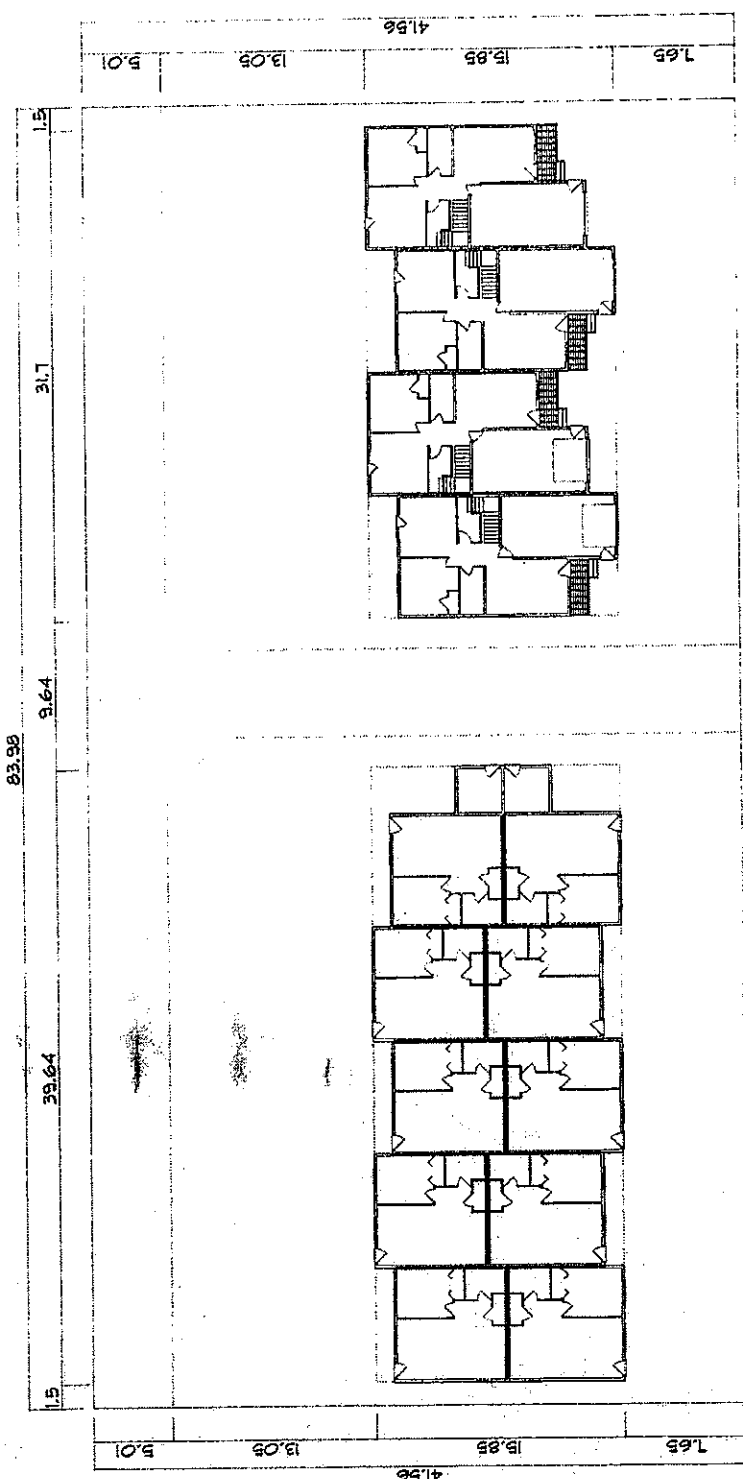
DRAWN BY:

G.W.

SOFTPLAN
ARCHITECTURAL DESIGN SOFTWARE

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ALL DIMENSIONS SHOWN ARE IN METERS AND DECIMAL METERS. THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND LOCATIONS OF ALL STRUCTURES, UTILITIES, AND SERVICES TO BE PROVIDED. THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND LOCATIONS OF ALL STRUCTURES, UTILITIES, AND SERVICES TO BE PROVIDED. THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND LOCATIONS OF ALL STRUCTURES, UTILITIES, AND SERVICES TO BE PROVIDED.



7.19 HAMLET RESIDENTIAL DISTRICT 2 "HR2"

CURRENT ZONING

The general purpose of this district is to restrict development to large lot residential and other compatible uses in urban areas.

A. PERMITTED USES

- (1) Ancillary building or use.
- (2) Dwelling - Single detached.

B. DISCRETIONARY USES

- (1) Dwelling - Duplex.
- (2) Dwelling - Row.
- (3) Home based business
- (4) Modular home.
- (5) Park.
- (6) Playground.
- (7) Public use.

C. MINIMUM LOT WIDTH

22 metres (72 feet).

D. MINIMUM LOT DEPTH

33.5 metres (110 feet).

E. FRONT YARD SETBACK

7.6 metres (25 feet) or as required by the Development Officer.

F. MINIMUM SIDE YARD SETBACK

Side yards shall not be less than 1.2 metres (5 feet). In case of a corner site the exterior side yard shall not be less than 3.0 metres (10 feet).

G. MINIMUM REAR YARD SETBACK

2.4 metres (8 feet).

H. THE DESIGN, CHARACTER AND APPEARANCE OF BUILDINGS

Buildings may be either of new construction only. The architecture, construction materials and appearance of buildings and other structures

shall be to accepted standards and shall compliment the natural features and character of the site to the satisfaction of the Development Officer.

I. ON-SITE PARKING

In accordance to Section 4.28 of this Bylaw.

J. LANDSCAPING

In accordance to Section 4.23 of this Bylaw.

7.20 HAMLET RESIDENTIAL DISTRICT 3 "HR3" *REQUESTED ZONING*

The general purpose of this district is to permit medium and high-density residential development in established hamlets.

A. PERMITTED USES

- (1) Ancillary building or use
- (2) Park

B. DISCRETIONARY USES

- (1) Boarding or rooming house
- (2) Dwelling - Apartment
- (3) Dwelling - Group home
- (4) Dwelling - Multiple
- (5) Dwelling - Row
- (6) Home based business
- (7) Public use

C. MINIMUM LOT WIDTH

22 metres (72 feet).

D. MINIMUM LOT DEPTH

33.5 metres (110 feet).

E. FRONT YARD SETBACK

7.6 metres (25 feet) or as required by the Development Officer.

F. MINIMUM REAR YARD SETBACK

7.6 metres (25 feet) or minimum required for on-site parking.

G. MINIMUM SIDE YARD SETBACK

7.6 metres (25 feet), or as required by Development Officer.

H. MINIMUM INTERIOR SIDE YARD SETBACK

4.6 metres (15 feet), or as required by Development Officer.

I. OTHER

Notwithstanding the above, any apartment projects shall provide for:

- (1) The provision and access to garbage storage.

- (2) Lighting between dwelling units
- (3) Privacy for dwelling units in and adjacent to the development.
- (4) Orientation of buildings and general site appearance.
- (5) Safe pedestrian access to and from the public sidewalk fronting the building.
- (6) Parking areas adjacent to streets must be paved.

J. THE DESIGN, CHARACTER AND APPEARANCE OF BUILDINGS

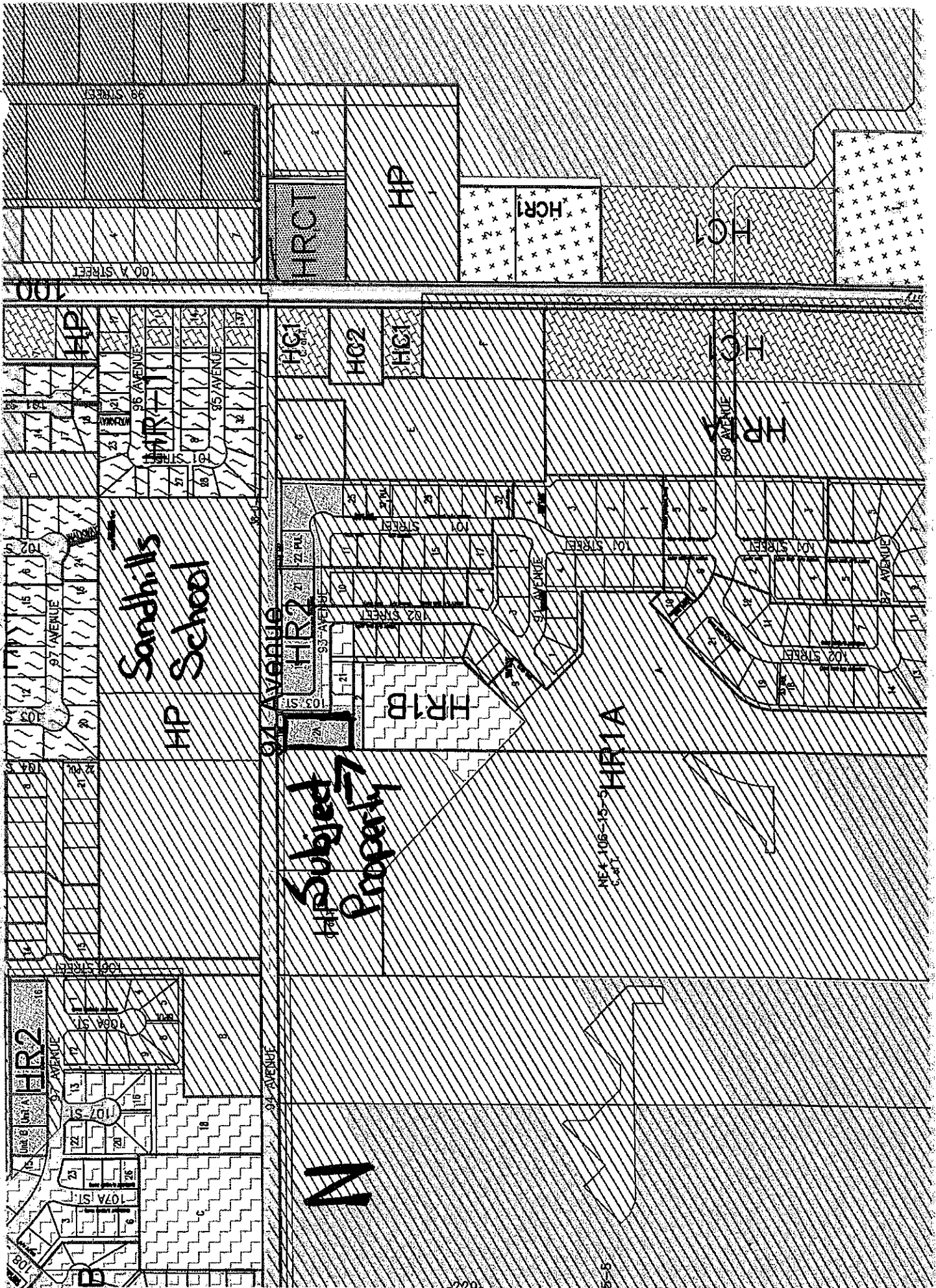
Buildings must be of new construction. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall compliment the natural features and character of the site to the satisfaction of the Development Officer.

K. ON-SITE PARKING

In accordance to Section 4.28 of this Bylaw.

L. LANDSCAPING

In accordance to Section 4.23 of this Bylaw.

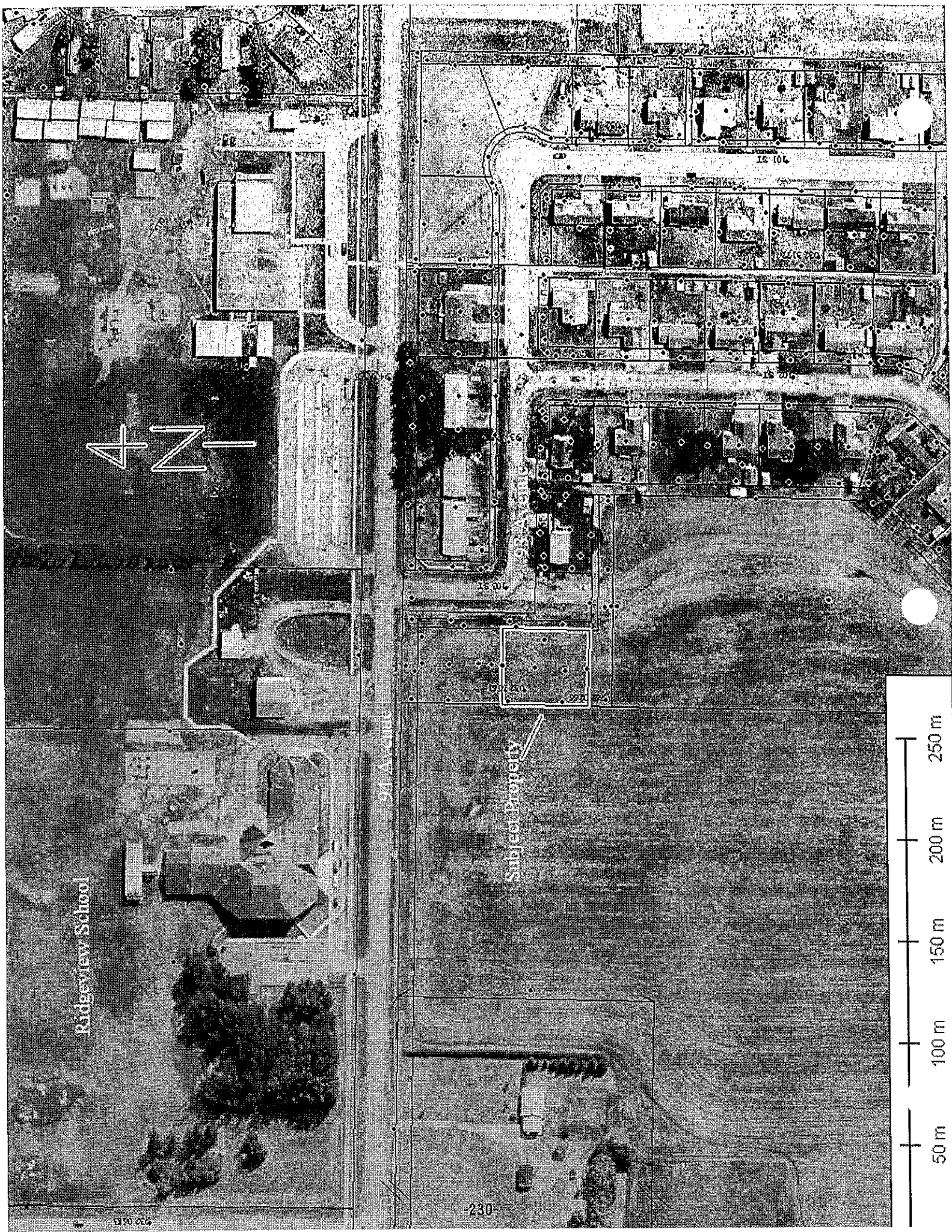


Sandhills
School

Subject
Property

N

NE 4 106-15-5
C. & T. HR1A



Ridgeview School

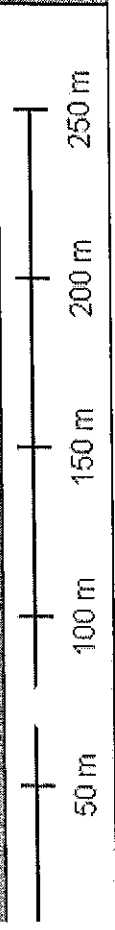
94 Avenue

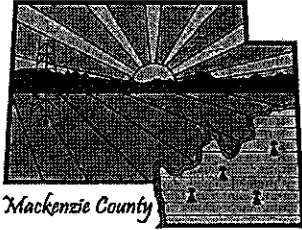
15 104

15 204

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Subject Property





MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 12, 2011
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	Request to Waive Fire Incident Invoice 10972

BACKGROUND / PROPOSAL:

Council established Bylaw 684/08 for provision of fire services. According to the established bylaw, a fee for fire services is charged to all fire calls.

OPTIONS & BENEFITS:

Please see the attached request to waive invoice 10972. This invoice is in the amount of \$3,271.20.

COSTS & SOURCE OF FUNDING:

NA

RECOMMENDED ACTION:

For discussion

Author: J. Whittleton Reviewed by: _____ CAO _____

March 31/11

To - John Klassen (McKenzie County)

In Reply to your letter March 11/2011.

at the time of our structure fire, we were very glad that the fire department responded in our time of need. We at that time weren't aware that there were charges involved, thinking very wrongly that it was a government funded program paid for with our tax dollars. Now that we realize its our responsibility, we have to ask for leniency. We have contacted our insurance Co. which is Mennonite Mutual and they have offered to pay up to but not over 1000.00 Dollars. Being low on

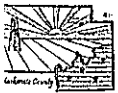
The Insurance end of it which in total is about 50,000 to Maximum 60,000 dollars and the replacement costs and labour we need all the dollars we can get. We are pensioners up in age and have always struggled for our living.

Please we now ask for leniency in our struggle to rebuild our home.

Thank you in advance
and please advise as to your
decision.

Phone No. 780-927-3549

Wilhelm Schmitt
Sincerely - Helena Schmitt



Mackenzie County
 P.O. Box 640 Fort Vermilion, AB
 T0H 1N0
 Phone (780) 927-3718
 Fax (780) 927-4266

INVOICE #: IVC00000000010972

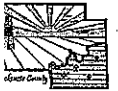
INVOICE

Customer

SCHMIDT, WILHELM & HELENA
 BOX 1793
 LA CRETE AB T0H 2H0

Date: 3/11/2011
 Customer#: 234346
 Due Date: 4/10/2011

^PLEASE RETURN THIS PORTION WITH YOUR PAYMENT^



Mackenzie County
 P.O. Box 640 Fort Vermilion, AB
 T0H 1N0
 Phone (780) 927-3718
 Fax (780) 927-4266

Quantity	Description	Unit Price	Total
1.00	FIRE RESPONSE JANUARY 30/11 SW 26- 107-14-W 5	\$3,271.20	\$3,271.20

COPY

PUMPER UNIT 9129 - 4.8 HRS @ \$200.00 HR = \$960.00	Subtotal	\$3,271.20
PUMPER UNIT 9122 - 3.85 HRS @ \$200.00 HR = \$770.00	Tax	\$0.00
TANKER UNIT 9107 4.21 HRS @ \$200.00 HR = \$842.00	Total	\$3,271.20
CONTRACTED SERV (COST = 15%) \$608.00= \$699.20		

PAYMENT DUE UPON RECEIPT - PAYABLE TO MACKENZIE COUNTY
 PLEASE INCLUDE TOP PORTION WITH PAYMENT

**Mackenzie County
Action List as of March 30, 2011**

Council Meeting Motions Requiring Action

Motion	Action Required	Action By	Status	Budget
September 9, 2008 Council Meeting				
08-09-633	That the Parks & Recreation Committee explores other regional locations for a provincial campground.	Parks & Rec John K. Al Bill K.	In progress	\$0.00
August 11, 2009 Council Meeting				
09-08-643	That administration pursue the federal government in order to acquire a portion of the land for the third phase of the Fort Vermilion Walking Trail project as discussed.	Joulia Al Grant	In Progress	
June 23, 2010 Regular Council Meeting				
10-06-526	That Mackenzie County request that the Provincial Water and Waste Water branch amend the La Crete Lagoon discharge license to allow dual discharges per year.	John Bill	In progress (FOCUS)	
January 11, 2011 Regular Council Meeting				
11-01-041	That the County coordinate with Statistics Canada regarding the 2011 federal census.	Joulia Carol	In progress	
January 24, 2011 Regular Council Meeting				
11-01-083	That a letter be sent to the Fire Commissioner in opposition to mandatory training for volunteer fire departments.	Bill Al	In progress	
11-01-087	That the waste management negotiations be referred back to the Waste Management Ad Hoc Task Force for further review.	John Al Don	In review	
February 8, 2011 Regular Council Meeting				
11-02-108	That all unsold parcels be held until all the white zone sales are completed and that they be brought to council for further review at the May 10, 2011 Council meeting.	Joulia LUP Committee	10-May-11	
11-02-129	That administration investigate options for a snow dump area in the La Crete area before the 2011-12 winter season.	John	Sept. 2011	
February 23, 2011 Regular Council Meeting				
11-02-191	That administration research the Heavy Equipment Operator Certificate program and bring back options within the next 60 days.	Al John Don	In progress	
March 8, 2011 Regular Council Meeting				

Motion	Action Required	Action By	Status	Budget
11-03-231	That the industrial water rate be TABLED to the next meeting.	Joulia John Al	May 2011	
11-03-242	That administration investigate what other municipalities do regarding teleconferencing during in-camera sessions.	Carol	In progress	
11-03-249	That the Finance Committee be authorized to discuss fire invoicing issues with the Town of High Level.	Joulia Finance	In progress	
11-03-254	That the Finance Committee be authorized to negotiate with Alberta Health Services regarding ambulance buildings as discussed.	Joulia Finance	In progress	
11-03-257	That a letter be sent to Grow North Inc. stating that the County will abstain from making a decision regarding the Grow North property request until the decision of the NRCB is received, subject to an official request in writing being received from Grow North Inc.	Council		
March 30, 2011 Regular Council Meeting				
11-03-279	That the Policy RESV016 La Crete Emergency Service Reserve be TABLED for further review.	Joulia John Al Don	Under review	
11-03-281	That the County proceed with the 3 rd Annual Mackenzie Charity Golf Tournament.	Bill Carol	In progress	
11-03-283	That administration proceed with the regravelling tender process and that the tender document be accepted as presented.	Al John Mark	10-May-11	
11-03-286	That administration proceed with the 2011 road construction requests as discussed.	John Al Bill	Under review	
11-03-288	That the Wadlin Lake Beach Construction tender be referred to the Parks & Recreation Committee for review and that a recommendation be brought back to the next Council meeting.	Parks & Rec	28-Apr-11	
11-03-290	That the tractor tender be referred to the Equipment Committee for review and that a recommendation be brought back to the next Council meeting.	Equipment Committee	28-Apr-11	
11-03-294	That the alley adjacent to the La Crete Motel be TABLED for further information.	Marion	Under review	
11-03-295	That the Land Use Bylaw 791-10 be TABLED to the next meeting.	Marion	28-Apr-11	

Motion	Action Required	Action By	Status	Budget
11-03-298	That administration be instructed to prepare a budget amendment for the Rocky Lane School Agricultural Program for the next council meeting.	Joulia	12-Apr-11	
11-03-305	That the Communications Ad Hoc Committee review 911 dispatch as discussed.	Al John Don	In progress	
11-03-310	That a letter be sent to the Town of High Level and copied to the appropriate Minister's, Town of Rainbow Lake, and the Mackenzie Housing Management Board regarding the High Level Housing Authority.	Joulia	In progress	
11-03-312	That the County continue lobbying for Highway 88 for base paving.	Bill Bill	In progress	
11-03-313	That administration proceed with the design, tender documents, and grant application to have the 88 Connector paved subject to confirmation of Alberta Transportation's financial support in either cash or in kind; and the Borrowing Bylaw passing with appropriate budget amendments.	Bill Bill Joulia	In progress	
11-03-314	That the 2011 budget be amended to include \$6 million for the paving of the Zama City Access, with \$3 million being funded by the Province and \$3 million from County borrowing.	Joulia		
11-03-315	That the Tall Cree Water/Sewer and Waste disposal agreements be approved as presented and that administration prepares and brings to Council the revised bylaw reflecting the new agreements.	Joulia	12-Apr-11	
11-03-317	That a letter be sent to the Mighty Peace Tourist Association indicating that the County participation was based on the current membership rates.	Carol		

**Fort Vermilion Support Services Board Meeting
Minutes for February 28th, 2011
FVSS Office Fort Vermilion, AB
5:00p.m.**

Attendance

Present: Carla Paul, Cheryl Mercredi, Jeri Phillips, Nina Reid, Donna Guitard, Odell Flett

Regrets: Cheryl Lizotte, Cindy Johnson

1.0 Call to Order

Donna calls meeting to order at 5:07 pm

2.0 Approval of Agenda

Cheryl M moves to approve agenda; Jeri. seconds

CARRIED

3.0 Approval of Minutes

Jeri motions to approve; Cheryl M. seconds

CARRIED

4.0 Business Arising

4.1 Go Grrls Year-end party

- The party date has not been set yet. As soon as it is Carla will notify the board.

5.0 Financial Report

5.1 January

Jeri motions to approve the January Financial Report; Nina seconds

CARRIED

- Council Rep-Odell asked the following questions regarding item 5.1. How many employees' do we have, who does the books, when our fiscal year is and how much do we pay rent.

6.0 Monthly Report

6.1 January

Cheryl M motions to approve; Nina seconds

CARRIED

7.0 Committee Updates

7.1 None to report

8.0 New Business

8.1 Easter Hunt

- Informational all the advertisements have gone out. We already two volunteers from the community and Donna said she can help with this event.

8.2 Scavenger Hunt

- FVSS, Library, PLC and Ft. Head Start got together and came up with this event. It will be on March 19th from 1-5pm. There was discussion regarding the \$20.00 dollar fee which the Council Rep-Odell was concerned about. The board felt there was no reason why families couldn't pay because in the end they are getting it back in prizes. The group that meet didn't want to silicide donations because of there our own upcoming events. No formal letter was sent out to any organization to come to the meeting other than inviting anyone on our January calendar.

8.3 New Pre-School Program

- Carla Had brought the idea of having an age 4/5 program every Friday starting in April
- We miss this group of ages with in our programs
- The youth group which was on this day will move to an evening which is decided upon Marissa schedule
- Cheryl M motions to have the pre-school/kindergarten program offered every Friday from 3:15-4:30pm. Jeri seconds

CARRIED

8.4 Youth Programs evening

- Both youth programs will be in the evening as long as the pre-school program runs

8.5 2011 MD Grant \$117,227.00

- We got the exact same amount as last year

8.6 Yearly Contract renewal

- Jeri motions to table 8.6 to have a special meeting regarding yearly contract renewal
Nina seconds

CARRIED

- Since all the board members are not present, Carla will call everyone to see if board members can make it a special meeting on Monday March 7th to discuss the contract renewals.
- The AGM will also be set at the meeting which would fall on April 18th normally
- Council Rep-Odell requested that it be set for April 11th for the next week was the start of the school kid's holidays and people may be going out of town.
- Council Rep-Odell would like a copy of our by-laws and Board members names and address sent to her ASAP. Carla will copy and sent them to her.
- Council Rep-Odell sends her regrets for the March 21st, 2011 monthly meeting

9.0 Adjournment

Donna adjourns meeting at 5:57pm

February Monthly Report 2011

This month we had a few meetings with the group that planned the Beat the Winter Blues weekend. We can up with a date and events for the weekend.

What a month I had holidays for one week and went to Mexico and before I left Hali had surgery and I had to call Marissa in for that week. But everything worked out and Marissa was able to cover off this week.

I picked up our audited books from Ringrose on Feb. 17th and everything was in order. I will now start working on the Provincial report the MD requires for the end of March.

I had planned a workshop for women 55yrs and up along with Carrie Demkuiw from health promotions out of High Level. The workshop was to provide strategies and ways of exercising in our everyday living. The cost was going to be picked up from health promotions but unfortunately we didn't have enough ladies register. I needed at least 12 ladies to participate in order to make it worthwhile for the presenter to come up from Grande Prairie. I did advertise this event through our community calendar, posters and e-mails.

We will be getting the Volunteer Income Tax training at the end of the month so we will be starting tax preparations for anyone who needs this service. We will be going to High Level for the training as soon as they receive all the paperwork.

All our groups are going very well, we do have room for more boys but other than that we are full. We are up to 11 clients for Meals on wheels. This program is so rewarding, being able to visit the older people on a weekly basis make a person feel good, they are so excited to see you and tell you about there week.

Carla Paul

FVSS Director

Carol Gabriel

Council info.

From: Ryan, Tim [Tim.Ryan@ainsworth.ca]
Sent: Friday, March 11, 2011 6:21 PM
To: Bill Kostiw
Subject: FW: Foo Foo Powder

Bill,
See Grant's follow-up on the "Foo Foo Powder".
The Foo Foo man's email is further down, Andy Popko.
Please thank council again for meeting with us.
We appreciate your support very much.
Best regards,
Timothy Ryan
Vice President Timberlands & Bio-energy
Ainsworth

From: Williamson, Grant
Sent: March-11-11 2:37 PM
To: Ryan, Tim; Cook, Dave
Subject: Foo Foo Powder

Spoke with Mercedes and she was pretty positive about the infracrete product. Some of the highlights;

- ? Cost about \$86,000 and they did about 300 meters of road surface. (about 2400 m² or \$3.48/m²). This is a lot less than the \$30/m² you noted but Aquaterra also supplied the cement material – ground cement from their refuse pile. She was guessing on the road length but it seems about right. This was a long term road so the application / cost may be quite different for a 1-2 year term on a road.
- ? It's been in place for two winters and some minor repairs required but no big issues. Mercedes said they also used the road sooner that they were supposed to (it should have set up for 24 hours before they used it).
- ? Installed in one day and were using the road within 12 hours
- ? Their load capacity is about 40 tonnes so we would have more weight that we would have to assess.
- ? Very little maintenance required to date.

Well worth some more follow up and possibly a trial. The log yard would obviously have some potential but there could be some significant savings on our summer access roads.

GW

From: Ryan, Tim
Sent: Tuesday, March 01, 2011 9:37 AM
To: Cook, Dave; Williamson, Grant
Subject: FW: Infracrete - Grande Prairie

Dave, Grant,
Would you please follow-up with Andy's contact at Aquaterra in GP re: on the use of Infracrete on their landfill road, and the collection of waste lime from O&G.. Let me know what you find out. Thx, TR

From: Andrew Popko [<mailto:Andrew.Popko@enbridge.com>]
Sent: February 28, 2011 10:22 AM
To: Ryan, Tim

Cc: Huff, Rick; mbraumberger@aquatera.ca

Subject: Infracrete - Grande Prairie

Good morning, Tim,

I was in Grande Prairie last week and managed to sit down with Mercedes Braumberger, the manager for the Aquatera land fill in GP and we talked about the collecting additional junk cement from your area in order to keep costs low but results and strengths.

When you have a chance, please ask Leon to give Mercedes a call and she can show him the work that was done at the landfill and how hard the surface is using a recycled product that is local.

Mercedes can be reached at 780 830 7055.

Cheers

Andrew Popko

5000
12000
7000

24
4

H cl



Workers' Compensation Board

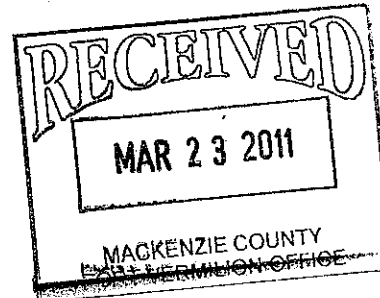
Corporate Communications

Alberta

9925 - 107 Street
PO Box 2415
Edmonton, Alberta T5J 2S5

Tel: (780) 498-8680
Fax: (780) 498-7875
WCB website: www.wcb.ab.ca

March 14, 2011



Dear Mayors, Reeves and Councillors:

RE: Day of Mourning—honouring the memory of workers injured or killed on the job

On April 28th, people across Canada will recognize a Day of Mourning for all workers who have been killed, injured or disabled at their place of work. In 2010, 136 Alberta workers died from workplace injury or disease, leaving behind family and friends who must go on without them.

Enclosed is this year's poster to commemorate the day. This poster will appear across the province as a remembrance and tribute to workers killed or injured on the job. We ask that you post it and use it in any events marking Day of Mourning.

Also included is a small (2" x 2") vinyl sticker featuring the Day of Mourning logo (see below right). It provides a tangible reminder to Albertans of the significance of April 28th. We would be happy to provide you with a supply if you are interested.

WCB-Alberta will be lowering its flags to half-mast on April 28th; we invite you to mark the day by doing the same.

If you would like to order the sticker or more copies of the poster, please contact Dina DaSilva at 780-498-8616 or dina.dasilva@wcb.ab.ca.

Respectfully,

Jacqueline Varga
Jacqueline Varga
Communications Advisor
WCB-Alberta

Encl.



c info



ALBERTA
MUNICIPAL AFFAIRS

Office of the Minister
MLA, Dunvegan - Central Peace

AR50277

March 22, 2011

Reeve Bill Neufeld
Mackenzie County
PO Box 640
Fort Vermilion, AB T0H 1N0

Dear *Bill* Reeve Neufeld:

Thank you for your letter of February 23, 2011 submitting your comments on the proposed Municipal Sustainability Strategy (MSS). I am pleased to hear that you and your council have reviewed the report and that you found the self assessment process very informative. The ministry is also encouraged to know that the self-assessment process may aid intermunicipal negotiations in your region.

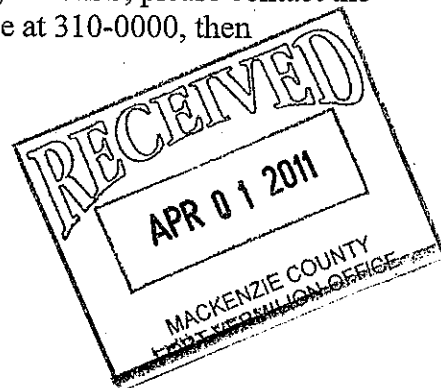
I acknowledge your recommendation that the ministry consider providing funding to assist municipalities in maintaining sustainability enhancing documents and engaging experts. This suggestion will be included in the ministry's consideration of feedback provided.

If you have any further questions or comments regarding the MSS, please contact the Municipal Services Branch of Municipal Affairs, toll-free at 310-0000, then 780-427-2225.

Thank you again for writing.

Sincerely,

Victor Goudreau
Victor Goudreau
Minister of Municipal Affairs
MLA, Dunvegan-Central Peace



Info Council



ALBERTA
MUNICIPAL AFFAIRS

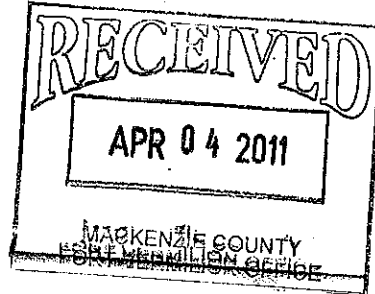
Office of the Minister
MLA, Dunvegan - Central Peace

AR50488

March 24, 2011

Reeve Veronica Bliska
Municipal District of Peace
PO Box 34
Berwyn, AB T0H 0E0

Monica
Dear Reeve Bliska:



Thank you for your municipality's application for a grant under the Regional Collaboration component of the 2010/11 Regional Collaboration Program. I am pleased to inform you that the Municipal District of Peace has been approved for a grant of \$181,006 in support of your project: Land-use Framework Position Paper for the Upper and Lower Peace Regions.

I am also approving a timing condition waiver that will allow the Municipal District of Peace to apply the grant funds to expenses incurred on or after June 21, 2010. The conditional grant agreement will be mailed shortly to your chief administrative officer to obtain the appropriate signatures.

As per the program guidelines, I may select specific projects that merit enhanced public recognition. If the above project is selected, my ministry will contact you to develop a joint communication plan.

I would like to recognize the region's MLAs for their continued support for this program.

.../2

Alberta ■

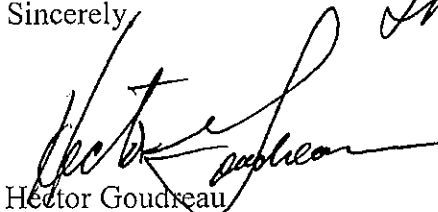
104 Legislature Building, Edmonton, Alberta T5K 2B6 Canada Telephone 780-427-3744 Fax 780-422-9550

P.O. Box 1054, 035- 1 Avenue SW, Falher, Alberta T0H 1M0 Canada Telephone 780-837-3846 Fax 780-837-3849
Toll Free From All Areas 1-866-835-4988

Reeve Veronica Bliska
Page 2

I congratulate the Municipal District of Peace on initiating this project, and I wish you every success in your efforts.

Sincerely



Hector Goudreau
Minister of Municipal Affairs
MLA, Dunvegan-Central Peace

Thanks for All you do Veronica!

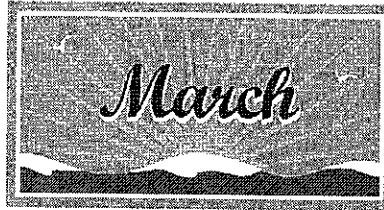
- cc: Honourable Mel Knight, MLA, Grande Prairie-Smoky
Honourable Frank Oberle, MLA, Peace River
Ms. Pearl Calahasen, MLA, Lesser Slave Lake
Mr. Wayne Drysdale, MLA, Grande Prairie-Wapiti
Mr. Jeff Johnson, MLA, Athabasca-Redwater
Mayor Bill Given, City of Grande Prairie
Mayor Gordon Macleod, Town of Fairview
Mayor Margaret Tardif, Town of Falher
Mayor Brian Allen, Town of Grimshaw
Mayor Peter Ernst, Town of High Level
Mayor Sunni-Jeanne Walker, Town of Manning
Mayor Donald Regier, Town of McLennan
Mayor Lorne G. Mann, Town of Peace River
Mayor Rose Cretney, Town of Rainbow Lake
Mayor Claude Lagace, Town of Sexsmith
Mayor Allan J. Georget, Town of Spirit River
Mayor Vern Lymburner, Town of Valleyview
Mayor Ron Longtin, Village of Berwyn
Mayor Charles Doyle, Village of Donnelly
Mayor Carmen Ewing, Village of Girouxville
Mayor Ashley Zavisha, Village of Hines Creek
Mayor Klaus Noruschat, Village of Nampa
Mayor William Hawrylenko, Village of Rycroft
Reeve Warren Smith, Birch Hills County
Reeve Miron Croy, Clear Hills County
Reeve Ernest Newman, Municipal District of Fairview

.../3

Reeve Bill Neufeld, Mackenzie County
Reeve Edward Kamieniecki, County of Northern Lights
Reeve Carolyn Kolebaba, Northern Sunrise County
Reeve Paul Sinclair, Municipal District of Opportunity
Reeve Robert Brochu, Municipal District of Smoky River
Reeve Stanley W. Bzowy, Municipal District of Spirit River
Greg Scerbak, City Manager, City of Grande Prairie
Martin Taylor, Chief Administrative Officer, Town of Fairview
Adele Parker, Chief Administrative Officer, Town of Falher
Wendy Johnson, Chief Administrative Officer, Town of Grimshaw
Dean Krause, Chief Administrative Officer, Town of High Level
John Brodrick, Chief Administrative Officer, Town of Manning
Tammy Dillabough, Chief Administrative Officer, Town of McLennan
Norma Macquarrie, Chief Administrative Officer, Town of Peace River
Rosemary Offrey, Chief Administrative Officer, Town of Rainbow Lake
Carolyn Gaunt, Chief Administrative Officer, Town of Sexsmith
Kelly Hudson, Acting Chief Administrative Officer, Town of Spirit River
Frank Besinger, Town Manager, Town of Valleyview
Harry Aspin, Municipal Administrator, Village of Berwyn
Lilliane Bessette, Chief Administrative Officer, Village of Donnelly
Estelle Girard, Municipal Administrator, Village of Girouxville
Leila Sumner, Chief Administrative Officer, Village of Hines Creek
Ray Coad, Chief Administrative Officer, Village of Nampa
Monique Jeffrey, Chief Administrative Officer, Village of Rycroft
Irene Cooper, Chief Administrative Officer, Birch Hills County
Allan Rowe, Chief Administrative Officer, Clear Hills County
Ben Boettcher, Chief Administrative Officer, Municipal District of Fairview
William, Kostiw, Chief Administrative Officer, Mackenzie County
Theresa Van Oort, Chief Administrative Officer, County of Northern Lights
R.A (Bob) Miles, Chief Administrative Officer, Northern Sunrise County
Dennis M. Egyedy, Chief Administrative Officer, Municipal District of Opportunity
Lyle McKen, Chief Administrative Officer, Municipal District of Peace
Lucient Turcotte, Municipal Administrator, Municipal District of Smoky River
Kelly Hudson, Acting Chief Administrative Officer, Municipal District of Spirit River



incredible!



Monthly REDI Report

March 2011

Upcoming REDI Meetings

- **REDI Board Meeting on April 13 at 5:00 PM – Room 110 Town of High Level Building**

Project Updates

- **Tourism:** REDI is continuing its support for the Mackenzie Frontier Destination Marketing Organization. Industry board members have been selected and requests have been made for further support to surrounding municipalities.
- **Forestry/Agriculture:**
 - **Bio-Industrial Park Project:** REDI is awaiting the printing of the final copies of the report. The report will be available on REDI's website.
 - **Agriculture:** REDI has partnered with Community Futures on an Agriculture clustering project. The project will commence shortly.
- **Transportation:** REDI is still awaiting proposals for our transportation project.
- **Strategic Planning Process:** REDI will be finalizing the draft of its strategic plan for 2011-2014 at the April board meeting. Consultant Bruce Schollie (Schollie Research and Consulting) will be in attendance.
- **Newcomer's Project:** REDI has completed work on the Newcomer's Project. The REDI website has had Google Maps added, Google Translate, as well as a section for Newcomers available in English, German and French. Information booklets for employers attracting employees will be circulated throughout the region. For further information, please see our website: www.rediregion.ca



incredible!

REDI Meeting
Wednesday March 9, 2011 at 5:00 PM
High Level Town Hall - Room 150
MINUTES

ATTENDANCE

REDI Board

Lisa Wardley
Pat Cabezas
Dicky Driedger
Maarten Braat
Sylvia Kennedy
Rod Chalifoux
Kevin Delorey
Peter Ernst
Boyd Langford

REDI Staff

Lindsay Thompson

CFNWA Staff

Maureen Chepil

REGRETS

Mike Osborn
Peter Braun
Barry Gladders
Kurt Ferguson
Gordie Ross

GUESTS

Chris Rees – Suthey Holler (teleconference)
Diane Simsovic – Alberta Finance & Enterprise

1. CALL TO ORDER

Chair Lisa called the meeting to order at 5:25 pm.

2. REVIEW AND ADOPTION OF THE AGENDA

Motion:

Moved by: Dicky Driedger

That the agenda be accepted with additions to Old Business for ThinkLocalMarket.com and the MOU.

Carried

3. REVIEW AND ADOPTION OF THE MINUTES – February 9th, 2011

Motion:

Moved by: Dicky Driedger

That the minutes of February 9th, 2011 be accepted with amendments to 5a) iv):

'The Provincial office will be reclassified as a Project Office and will hire a Project Officer.'

Carried

4. BUSINESS ARISING FROM PREVIOUS MEETING

- a) Presentation of final report on the Bio-Industrial Project (Teleconference) by Chris Rees, Suthey Holler

Lisa called for comments to be submitted by next Wednesday, March 16, 2011.

Motion:

Moved by: Peter Ernst

To accept the Bio-Industrial Park Project Draft Report as information.

Carried

b) ThinkLocalMarket.com (addition to agenda)

Chair Lisa updated the Board. April 27, 2011, is the official kick-off and Chair Lisa will forward information to the board. Some local vendors will be live for the opening date. Revisiting ThinkLocalMarket.com in April was suggested.

c) MOU (addition to agenda)

Chair Lisa updated the board.

5. NEW BUSINESS

a) Request from High Level Farmer's Market

Lindsay presented a summary of the letter from High Level Farmers' Market requesting a \$200.00 donation for signs for the highway. A discussion was held regarding whether or not this is within REDI's mandate and whether or not the market will remain at its current location on the highway. It was noted that the market is in the process of stabilization as well as becoming approved by the Government of Alberta.

Motion:

Moved by: Maarten Braat

That the information from High Level Farmers' Market be accepted as information.

Carried

b) WIN Conference

Lindsay informed the Board of the request from WIN for \$250.00. REDI has provided this support to WIN in prior years.

Motion:

Moved by: Boyd Langford

That REDI support the WIN Conference with a donation of \$250.00.

Carried

c) REDI Strategic Planning

Lindsay informed the Board that a survey needs to be distributed to Municipal CAOs via Councillors on the REDI board and Dene Tha via Pat Cabezas with a deadline to return the completed survey by March 18th, 2011. The survey will provide anonymous representation of municipalities in the region. Bruce Scollie will need the Survey/results in order to complete the Strategic Planning Draft by March 31, 2011.

Motion:

Moved by: Boyd Langford

That the due date for the Strategic Planning Survey be March 18, 2011 and the due date for completion of the Strategic Planning Draft be March 31, 2011 and the date for discussion of the Strategic Plan be held April 13, 2011.

Carried

d) Alberta Government changes – Guest Diane Simsovic

Diane Simsovic discussed the MOU changes. The primary reason for the changes is to see the REDAs move towards independence. Diane then outlined the nature of the changes: Michael Cheeks will now be a Project Officer and the High Level REDA office will become a Project Office. Instead of day-to-day administration, AFE will provide more senior assistance such as project development assistance. REDI will be working with Diane Simsovic and Bob Hall to identify projects to work on and then Alberta Finance & Enterprise will assign the project to a project office or project manager. Assignments will be assigned to the AFE people with relevant expertise.

Motion:

Moved by: Maarten Braat

That the presentation by Diane Simsovic be accepted as information.

Carried

6. CORRESPONDENCE

Chair Lisa presented a resolution passed at the Alberta Municipal Districts and County Meeting to request continued support from the Alberta government for REDAs.

Motion:

Moved by: Dicky Driedger

That the correspondence as presented be accepted as information.

7. COMMITTEE UPDATES

a) Tourism Committee

Lindsay updated the board. Beth Kappelar has approached the councils and will be presenting to the tri-council meeting on March 29, 2011.

b) Forestry/Agriculture Committee

Maarten Braat updated the board on his attendance at the Agricultural Show in Red Deer earlier in the year. Maarten met with Henk ten Wolde, of the Netherlands, at the show and discussed coming to our region to discuss opportunities for setting up greenhouses for bio-energy production.

Motion:

Moved by: Peter Ernst

That Maarten Braat, on behalf of REDI, invites Henk ten Wolde, Economic Consultant at the Trade Office of the Consulate of the Kingdom of the Netherlands, to our region in May 2011.

Carried

Lindsay updated the board. A discussion was held regarding REDI's commitment to fund \$50,000.00 to Community Futures.

Motion:

Moved by: Dicky Driedger

That a letter be sent to Community Futures Northwest Alberta requesting an update on the project.

Carried

c) Transportation Committee

Nothing was reported. A small discussion was held regarding the Alberta-BC highway.

8. AROUND THE TABLE COMMENTS – *What's going on in your community?*

Maarten Braat reported that he has been flying around with Agriculture Alberta and attending meetings regarding the Wood Bison management plan and herd health. A discussion was held. Kevin Delorey reported that Job Corps is in High Level and that Northern Lakes College's Social Work Program will now be two years in length so students do not have to travel for year two. Peter Ernst discussed the impending Highway 58 alignment and 35 km of widening near High Level and the widening of Highway 58.

Pat Cabezas talked about China as an emerging primary market for us and the need to become independent and not reliant on the U.S.

Rod Chalifoux announced that Winterfest is this Friday and Saturday (March 12 and 13). Frank Oberle will be cooking breakfast on Saturday.

Chair Lisa spoke about the grand opening of the Zama Recreation Centre and the library; Apache still hasn't been sold; the new Mackenzie Country CAO starts next week; the budget changes will be challenging; and the business plan for Mackenzie is completed; Zama is busier.

9. NEXT MEETING AND AJOURNMENT

Motion:

That the meeting be adjourned at 8:08 pm

Carried

Moved by: Dicky Driedger

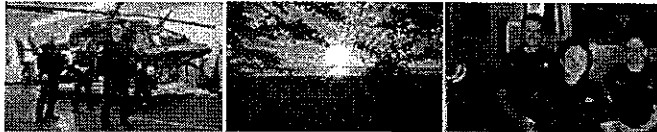
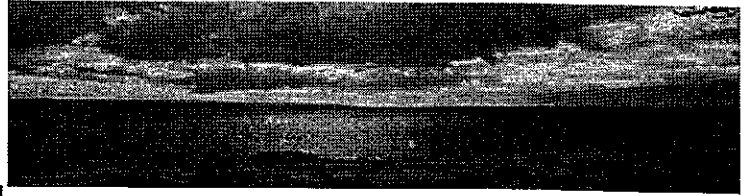
The next meeting will be held on April 13, 2011 at 5pm, with supper at 4:30 pm at Room 150 at the Town of High Level Office.

X

Lisa Wardley
Chair

NADC Communiqué

March 23, 2011



Members of the Northern Alberta Development Council (NADC) met in Edmonton on March 16, 2011

NADC Meeting

The NADC held its annual meeting with northern MLAs and ministers in Edmonton on March 16th. A roundtable discussion focussed on priority issues in the region as well as opportunities for promotion and advancement. Chair Robin Campbell thanked those in attendance for taking the time to talk to Council.

Presentations

- NADC members met with each of the declared Progressive Conservative leadership candidates: Doug Horner, MLA for Spruce Grove–Sturgeon–St. Albert; Doug Griffiths, MLA for Battle River–Wainwright; Alison Redford, MLA for Calgary–Elbow; and Ted Morton, MLA for Foothills–Rocky View. Council appreciated hearing their perspectives on Alberta's opportunities for the future, and had a chance to ask questions relevant to NADC's key priorities.
- Representatives from Tolko Industries Ltd. provided Council with background on the forest industry in western Canada and shared their insight on the need for diversification in the sector. They also presented some innovative ideas for developing the skilled workforce that will be needed to take advantage of future opportunities.

AWARDS, BURSARIES & SCHOLARSHIPS

Check out the latest Awards, Bursaries and Scholarships booklet online at www.benorth.ca (under Links). It is full of sources of information about student funding. Each year the NADC publishes the booklet and makes copies available to all high school students in the north. The on-line version is filled with hyperlinks so it's easy to navigate to many sources.



UPCOMING EVENTS

The Northern Alberta Elected Leaders will meet in Peace River on March 25th. Agenda items include a presentation on shale gas and a look at the impact of modern media.

Mark your calendar! **Calling Lake Forest Opportunities Seminar May 21, 2011.**

More information available soon at www.nadc.ca

Contact Information:

P 780.624.6274

TF first dial 310.0000

E nadc.council@gov.ab.ca

www.nadc.ca

Government
of Alberta



New NADC and Opportunity North Brands

The new NADC and Opportunity North websites and brand will be launched in the next two weeks. This is the culmination of many hours of work starting in summer of 2010:

- video vignettes were developed for use on the website
- website content has been updated
- our new websites are nearly ready to go live

The look of this communiqué reflects the new brand.

Visit www.nadc.ca and www.opportunitynorth.ca soon.



Opportunity North is a regional promotional initiative that aims to inspire people to come home to the incredible richness of Alberta's

North. Northern Alberta is an economic powerhouse with 9% of the province's population producing almost 35% of Alberta's total revenues. The region's 150 communities and 350,000 people support many vibrant and emerging sectors. The NADC manages the Opportunity North initiative and offers it as a recruitment resource for employers.

The NADC is pleased to welcome two new staff members:

Steven Rowe started on March 14th and will be spending some time in Peace River before moving to a new NADC location in St. Paul in May. Steven has a diverse background in economic development as well as research on northern issues.

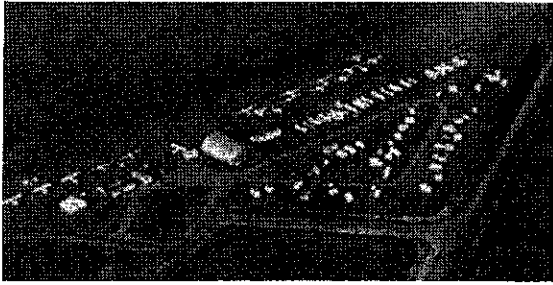
Lydia El-Cherif Zilahy is a Peace Region resident with a real desire to see the north flourish and grow. She has a communications and promotions background and has a keen interest in economic development of the north. Lydia will be joining NADC in Peace River on March 28th.

NADC Updates

- The Alberta Chamber of Resources honoured NADC and the Aboriginal Student Job Shadowing Program with an award as the most rewarding partnership at their 75th Annual Awards Banquet held in Edmonton in February. Rewarding Partnerships is an industry recognition program designed to celebrate and recognize organizations and their Aboriginal business partners.
- The Peace Watershed Advisory group held their first annual general meeting on March 18th to appoint a board of directors to work on watershed issues on the Peace.

NEW DEADLINE

NADC Bursary applications are due April 30, 2011. For more information please visit www.benorth.ca



AIRPORT NEWS

Strengthening the Viability, Growth and Safety of Community Airports in Alberta

Volume 6 No. 7 April 1, 2011

Alberta Airports Management Association®

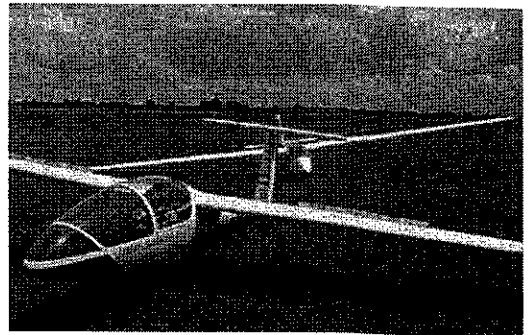
AIRPORT PROFILE: Chipman Airport (CFU3)

The Edmonton Soaring Club (ESC) is located just north of Chipman, which is about 40 minutes drive east of Edmonton on Highway 15, or take the Chipman turn-off from Highway 16 about 10 km east of Elk Island Park (Highway 834). A turf 2600 X 450-foot landing area is maintained.

The airport is owned and operated by the Edmonton Soaring Club. The Edmonton Soaring Club, which was previously operating from the Edmonton/Cooking Lake Airport, purchased the site in 1971, when other plans were being made for Cooking Lake by the Government of Alberta. This airport is also known as the "Chipman Gliderport".

Operations take place most weekends from spring thaw until winter freeze. Mid-week flying is also available. Itinerant air traffic is welcome, and should use the aerodrome frequency of 123.4, and keep an eye out for glider traffic. The airport is not maintained in the winter, but is suitable for aircraft on skis when snow-covered.

The ESC was incorporated in 1957 as a non-profit society. The club can teach you how to fly gliders, and rent gliders to you when you are licensed for your ongoing enjoyment. Some members purchase a share of a sailplane to increase their enjoyment.



Most importantly, all members are volunteers - the instructors, tow pilots, club executive and also the people who work on the flight line getting gliders ready to fly. This helps to keep costs down - you do not pay for instruction. Membership fees are used to maintain our facilities.

Facilities available include a clubhouse with kitchen, bathrooms, and showers; a bunkhouse for overnight accommodation; cable tie-downs; emergency fuel (100LL). Pilots should call ahead to see if the airport is attended.

The Edmonton Soaring Club is a member of country and world-wide Soaring Organizations. In Canada there are approximately 40 gliding clubs, with over 1300 active pilots. The Soaring Association of Canada is the national organization that supplies common safety,

training standards, insurance, and administration to all gliding clubs. ESC also works very closely with The Alberta Soaring Council.

In Alberta there are a number of other clubs, in Grande Prairie, Cold Lake, Central Alberta, and Calgary and these clubs get together for several events each year.

Contact: Garry Hill

Tel: 780 986-5960

gary@cottage-computers.com



AAMA Board of Directors	Chair	- Doug Mark, Manager, Operations/Terminal Services, Grande Prairie Airport dmark@grandeprairieairport.com
	Vice-Chair	- Denis Foss (Membership), Lloydminster dalefoss@yahoo.com
	Directors	- Dave Bellows, Airport Manager, Peace River Airport, dbellows@peaceriver.net - Ray Courtman, Village of Beiseker, aerokard@hotmail.com - Rob Magee, Airport Manager, Whitecourt Airport, robert.magee@woodlands.ab.ca - Gerald Pellerin, Director of Operations, Town of Edson, gpells@townofedson.ca - Lloyd Sherk, Beaverlodge Airport Commission, lsheer@telusplanet.net
	Treasurer	- Ken Skahl, Airport Manager, Slave Lake Airport Services Commission ken@slavelakeairport.ca

From the Internet Airport Reference Database:

Sustainable Airport Construction Practices – Transportation Research Board

Recommended Guidelines for the Collection and Use of Geospatially Referenced Data for Airfield Pavement Management – Transportation Research Board

Flying the Economic Flag – Town of Smiths Falls, ON

Lake Simcoe Regional Airport Business Case 2010 (Draft 1)

CONFERENCES AND TRAINING - 2011

April 26-28	<u>IAAE Canada Human Factors for SMS – Medicine Hat, AB</u>
May 29 – June 1	<u>IAAE Canada Facility, Operations & Airport Managers Conference & Trade Show – Charlottetown, PE</u>
May 30 – June 1	<u>AAMA Training Session - TP312 – Aerodrome Standards and Recommended Practices – Leduc, AB</u>
June 1-3	<u>AAMA Annual General Meeting and Airfield Maintenance Seminar – Leduc, AB</u>
June 14-17	<u>IAAE Canada Airport Lighting Maintenance – Abbotsford, BC</u>
Sept. 11-15	<u>SWIFT 2011 Conference and Equipment Show – Montreal, PQ</u>
Sept. 19-23	<u>CANEW (Canadian Airports Electrical Association) – Montreal, PQ</u>
Oct. 2-4	<u>AMCO (Airport Management Council of Ontario) Annual Convention & Annual Trade Show – Brantford, ON</u>
Oct. 26-29	<u>Wings of Saskatchewan Annual Conference – Saskatoon, SK</u>

SEALIGHT

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AAMA AIRPORT NEWS

News items for information only, sources as indicated. Photos copyrighted as per caption credit.
Provided for members of AAMA <http://www.albertairports.ca/> email: abarpt@telus.net



Athabasca Regional Airport has the following items for sale:

28 medium intensity runway edge lights – 1 inch coupling – incandescent lamps – 45 watt – 6.6 amp maximum

11 spare lenses for the above item

11 split lens (orange/blue) taxiway edge lights – 200 watt – 8.8 amp maximum

1 constant current regulator – type FAA L-812 part # 58620; Input 240 volt – 60 hertz – 1 PH – 17.5 amps

Output current adjustment 4.8/5.5/6.6; 120 volts – 60 hertz; Serial # 76NS14997-2; SIB Hevi-Duty Electric

1 rotating beacon c/w spare parts - Model AB.500; Serial # 5254; Watts 1190; Amps 10.2; Phase 1; Cycle 60 Manairco Inc., Mansfield, Ohio

New spare parts:

- 4 - Par lamps, 500W Nar beam
- 7 - Par lamps, 300W Med beam
- 18 – 30W bulbs T 10 P
- 85 – Flags
- 20 – Flag rods
- 6 - Runway lens strap
- 15 - Runway breakaway fitting
- 18 – Runway lens gasket
- 4 – Runway lamp holder GHOF2-24
- 3 – 54BPS splice kit
- 1 – 54BRR connector kit
- 3 - Windssock par, bulb socket

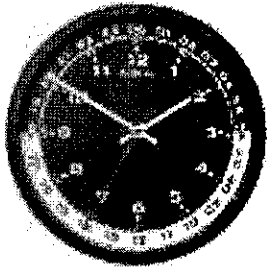
Contact: Paul Bell

Director of Facilities, Parks and Recreation

Athabasca County

780-675-6635





ALBERTA AIRPORT NEWS MEDIA WATCH - ARTICLE INDEX

1. Ponoka Airport Tree Update/Tree Planting Goals
2. Airport Call-Out/Airport Privatization (Ponoka Industrial)
3. Airport Lease Rates Amendment (Provost)
4. High River Airport Budget
5. Aircraft Movement Statistics: Airports without Air Traffic Control Towers Dec. 2010)
6. Envision Edmonton Ponders Next Move
7. Man Fined \$1,000 for Shining Light near Calgary Airport
8. NAV CANADA Reports February Traffic Figures
9. Sundre Airport Business Plan due Next Month
10. Fort McMurray Airport Releases Land for Development
11. WestJet Stays Hungry, After 15 Years in Business
12. Air Canada Adjusts Capacity Outlook
13. Aircraft Movement Statistics: Airports With NAV CANADA Towers & FSS (February 2011)
14. Airline Profits to Sink in 2011: Report
15. Airport Funding (Hardisty)
16. Snow Birds Returning to BVJ (Camrose)

NOTE TO READERS: The links connect to many news sites where content is cycled rapidly. If you wait too long before reading, the links will disappear. We invite readers to submit articles and photographs related to their airport operation so others may benefit from the information.

January 25, 2011

- 1. Ponoka Airport Tree Update/Tree Planting Goals** – Town of Ponoka Council Minutes
Councillor Hamilton provided an informative and detailed summary of events and correspondence from 1998 to date, pertaining to the removal of the trees along the east side of the airport. The review confirmed the need for immediate tree removal to:
- Support a safe airport environment and operation;
 - Mitigate liability to the Town, Airport Commission and Ponoka Flying Club;
 - Conform to federal government regulations and legislation;
 - Conform to Ponoka County Bylaw 7-08-LU; and
 - Provide for the positive and progressive opportunities available for advancement of global positioning and wide angle approach technology. [More](#) (Page 2 of Minutes)

February 8, 2011

- 2. Airport Call-Out/Airport Privatization** – Town of Ponoka Council Minutes
Councillor Bonnett noted a call from the airport that they couldn't get anyone out on a Saturday. Councillor Hamilton advised that snow removal at the airport was discussed at an Airport Commission meeting. A process and costing was developed at a flat rate of \$50/hour for clearing on an individual basis. Councillor Hamilton advised that the Airport Commission passed a resolution that the Town of Ponoka investigate the viability of privatizing the airport.

February 10, 2011

- 3. Airport Lease Rates Amendment** – Municipal District of Provost Council Minutes
Motion 11/28 - Moved by Councillor Kjos to ratify the amended wording with respect to the lease rates at the Provost Airport as follows: Provost Airport lease rates at \$6.00 per lineal front foot, plus \$.08 per lot square foot commercial, and \$6.00 per lineal front foot plus \$0.04 per lot square foot for private. (Carried Unanimously)



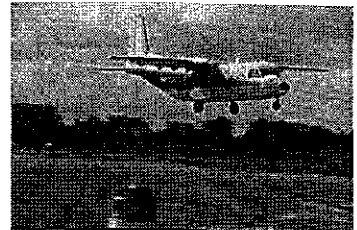
February 24, 2011

4. High River Airport Budget – Municipal District of Foothills Council Minutes
Moved that Council support the High River Airport's proposed application for a \$100,000.00 Operating Line of Credit, subject to joint approval by the Town of High River.

March 11, 2011

5. Aircraft Movement Statistics: Airports without Air Traffic Control Towers (December 2010) – Statistics Canada
In December 2010, the number of take-offs and landings at the 132 airports without air traffic control towers reached 40,454 movements. Year-over-year increases were reported by 58 of these airports. [More](#)

6. Envision Edmonton Ponders Next Move – by Gordon Kent, Edmonton Journal
EDMONTON - Envision Edmonton is still considering its next step after losing a court case aimed at forcing a plebiscite on the City Centre Airport's future, the group's co-chair said Friday. "It's with our lawyers. We will take a look at whether we want to appeal it or not," said Ed Schlemko, adding they have 30 days to decide. [More](#)



A plane lands at Edmonton City Centre Airport on August 3, 2010, following the closure of runway 16-34.
Photograph by: Brian Gavriloff, edmontonjournal.com

March 12, 2011

7. Man Fined \$1,000 for Shining Light near Calgary Airport – by Daryl Slade, Calgary Herald

A 40-year-old city man has been convicted of shining a 400,000 candlepower spotlight into the air and moving it around in the sky, potentially affecting the safety of aircraft. Provincial court Judge Bruce Fraser, who convicted Said Khorfan of the offence under the Aeronautics Act for the incident that occurred Jan. 21, 2010, imposed a \$1,000 fine. [More](#)

March 15, 2011

8. NAV CANADA Reports February Traffic Figures – NAV CANADA News Release

OTTAWA - NAV CANADA today announced its traffic figures for the month of February 2011 as measured in weighted charging units for en-route, terminal and oceanic air navigation services, in comparison to the last fiscal year. The traffic in February 2011 increased by an average of 3.3 per cent compared to the same month in 2010. [More](#)

9. Sundre Airport Business Plan due Next Month – Mountain View Gazette

Mountain View County's operational services department will draft a business plan for Sundre Airport development before council decides if it will reconsider funding the initiative this year. The report, to be presented next month to council's policies and priorities committee, will include preliminary layout, subdivision costs, development costs, the total land available to cost-recover capital, and annual operating and amortization costs of the existing airport and proposed improvements. [More](#)

March 16, 2011

10. Fort McMurray Airport Releases Land for Development – by Bill Mah, Edmonton Journal

EDMONTON - More badly needed industrial land is on the way for Fort McMurray. The Fort McMurray Airport Authority is releasing a 46-acre parcel of raw land south of town for immediate commercial or industrial development under a 40-year, long-term lease. [More](#)

11. WestJet Stays Hungry, After 15 Years in Business – by Markus Ermisch, Calgary Sun

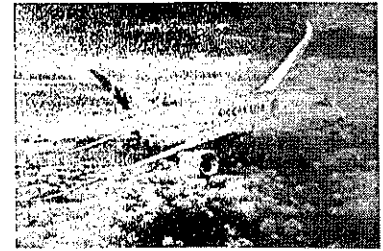
WestJet is a western Canadian success story, made right here in Calgary. Since its founding almost exactly 15 years ago, it has called this city its home, and, judging from its recent multimillion-dollar investment in its new campus on the fringes of the Calgary airport, it plans to stay. [More](#)



March 17, 2011

12. Air Canada Adjusts Capacity Outlook – travelpress.com

Air Canada said that it is adjusting its previously communicated plans for 2011 system capacity growth in light of sustained high fuel costs. AC had said back on Feb. 10 of this year that its 2011 system wide capacity growth would be in the 5.5% to 6.5% range versus 2010. [More](#)



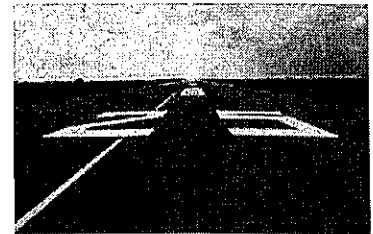
13. Aircraft Movement Statistics: Airports With NAV CANADA Towers & FSS (February 2011) – Statistics Canada

Aircraft take-offs and landings at the 93 Canadian airports with NAV CANADA air traffic control towers and flight service stations decreased 3.8% in February 2011 from February 2010. Year-over-year increases were reported by 40 airports. [More](#)

March 21, 2011

14. Airline Profits to Sink in 2011: Report – CBC News

Canadian airline profits will lose altitude in 2011 from last year's strong performance due to higher fuel and labour costs, a Conference Board of Canada report said Monday. Pre-tax profits are expected to fall by about one-third to \$785 million in 2011, down from \$1.2 billion last year. [More](#)



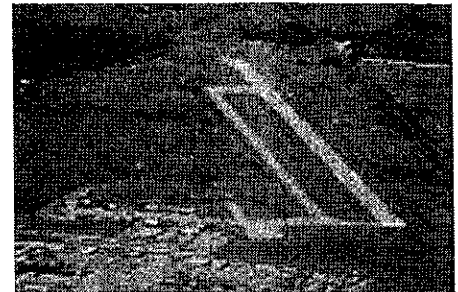
March 23, 2011

15. Airport Funding – Town of Hardisty Council Minutes

Letter received March 14, 2011 regarding Airport Funding. Letter stated that the County approved to contribute 50% of the operational deficit cost of each airport in the County and continue to provide an annual airport grant equivalent to the municipal portion of taxes from each structure in the airport for 2011-2013. County also requested that the Town submit a financial report at the end of each year including revenue and expenditures.

March 30, 2011

16. Snow Birds Returning to BVJ – by Vince Burke, The Camrose Canadian
Camrose residents won't just set their sights on the stage at Big Valley Jamboree (BVJ), there will be another attraction far above their heads. The Canadian Forces Snowbirds are planned to perform three times over two days during the annual event in July. [More](#)

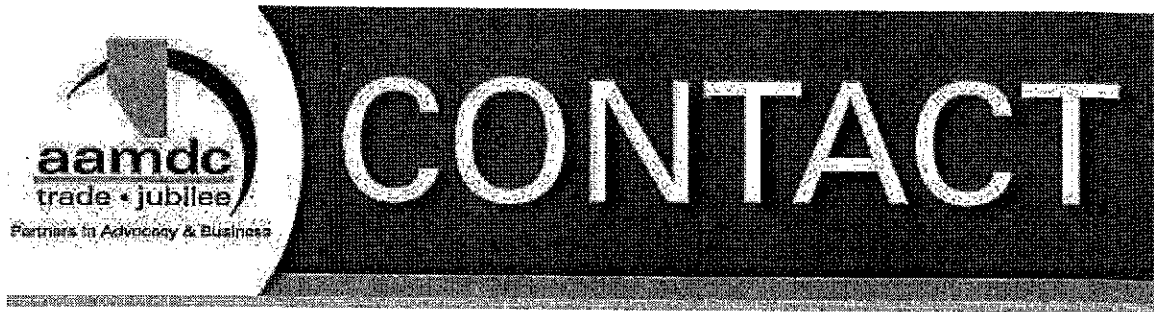


PLEASE NOTE THE CONTACT INFORMATION FOR THE ASSOCIATION

ALBERTA AIRPORTS MANAGEMENT ASSOCIATION
AAMA Office Attention: Wayne Steel
BOX 1705 CAMROSE AB T4V 1X6
PHONE 780-678-5226 email: abarpt@telus.net



April 6, 2011 | Volume 2011 Issue 13 | Download as PDF



Member Bulletins

AAMDC Announces Standing Issue Committee Members

In December 2010, the AAMDC announced a new standing issue committee (SIC) structure and asked for committee nominations from the membership. Committee members were selected at the March board meeting. [Read more...](#)

AAMDC Position on the Alberta Land Stewardship Amendment Act

The AAMDC has evaluated the Alberta Land Stewardship Amendment Act (Bill 10) from the rural municipal perspective. These positions have been submitted to SRD Minister Mel Knight. [Read more...](#)

Call for Nominations: Safety Codes Council

The AAMDC is seeking member representation on the FIRE Technical Council (SCC-FTC). Nominations are due no later than May 5. [Read more...](#)

Draft Lower Athabasca Regional Plan Released

On April 5 the government released the draft Lower Athabasca Regional Plan (LARP) for consultation. This plan was developed under the Land Use Framework and considered input from the Regional Advisory Council that submitted its advice in 2010 on which the AAMDC was a participant. [Read more...](#)

The Rural Broadband Coverage Analysis Begins!

A study of rural broadband coverage throughout Alberta is starting in follow-up to the Rural Connectivity Gap Analysis conducted in 2009. [Read more...](#)

Highlights

Members will need to login to the AAMDC website to view.

February 2011 Executive Highlights

Follow on Twitter

Forward to a Friend

Have you signed up for our new website?

It only takes a few minutes. Registration is easy:

1. Go to www.aamdc.com
2. In the header space, next to the username and password fields, click on "Register".
3. Enter your information and click on the "Register" button. You will receive an email confirmation shortly.
4. Once confirmed, the AAMDC will be notified of your registration and will authorize you as a user. Please note that this process may take up to 24 hours.
5. Login and explore!

If you experience any problems, please **contact us** and we will be happy to help you.

New Job Postings

City of Leduc

- Facility Monitor
- Guest Services Representative

County of Paintearth

- Accountant
- Public Works Shop Manager

The Board discussed membership fees for the 2011-12 fiscal year, the revised Model Process, RACs among their agenda items. **Read more...**

March 2011 Executive Highlights

The Board discussed Bill 10, transportation grand funding and the gap analysis among their agenda items. **Read more...**

Announcements

INFORMATION ALERT: Late Blight

Alberta Agriculture & Rural Development offers information on blight, a serious fungal disease affecting a number of crops. **Read more...**

FCM Sustainable Communities Mission

This event will be held in Quebec **August 7-12**. Click **here** to register.

News

- FCM launches federal election **campaign platform**
- **New biofuel rules** may lead to increase in diesel prices
- **Draft Lower Athabasca Regional Plan** supports conservation and economic growth
- MLA introduces motion for **mandatory ATV helmet** law
- New **provincial fee schedule** for municipalities to search vehicle license plates affects enforcement
- Montana county and environmental groups **file lawsuit** to stop oversized oilsands equipment from travelling local highways

Parkland County

- **Development Engineering Officer**

Rocky View County

- **District Fire Chief**
- **Public Information Officer**
- **Tax Representative (May 2 – July 3)**
- **Tax Representative (May 23 – July 29)**

Town of High River

- **Chief Administrative Officer (CAO)**

Town of Nanton

- **Public Works Manager**
- **Recreation Manager**

Wheatland County

- **IT GIS/GPS Technician**

Click **here** to view all current job postings.

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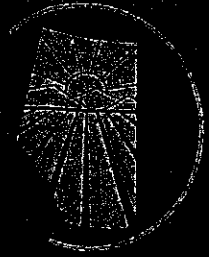
2510 Sparrow Drive Nisku AB, T9E 8N5 Phone (780) 955.3639 Fax (780) 955.3615 Web www.aamdc.com

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AMHSA

Alberta Municipal Health and Safety Association

April 2011



NORTHERN ALBERTA SAFETY COUNCIL MEETING

Mark your calendars! The spring 2011 meeting of the NASC will be held on April 13th, hosted by Smoky Lake County. It will begin at 10:00 a.m. and include a discussion about municipal fire departments and volunteer firefighters, in addition to an AMHSA update and members' roundtable. The meeting will provide a valuable forum for networking with your peers - members will present information on their health and safety trends, audits, significant incidents, and innovations.

We invite all Northern Alberta municipalities to participate! RSVP to Shannon by April 6, 2011.

Invitation, agenda, and report form is available online - see News and Events section: www.amhsa.net/pages/News_and_Events/default.aspx.

New Health & Safety Management Systems class scheduled for April 14 - 15, 2011 at the City of Leduc. Call 1 (800) 267-9764 to register!

AUDITING IN 2011

Recertification

APR 06 2011

MACKENZIE COUNTY
FERT VETERINARY OFFICE

Auditors - remember to check your auditor certification number - if it starts with "08" you are required to attend a 1-day Auditor Update/Recertification course this year. The course is being held on April 7th in Camrose and May 18th in Calgary. If the Recertification dates are not convenient you are also able to attend the 2-day Health and Safety Management Systems - Audit course which is being held April 18th in Devon. No certification audit is necessary if you attend the 2-day Audit course as recertification training. If you have questions about your eligibility (must have successfully passed quality assurance review on 2 audits in past 3 years) contact Yvonne or Shannon.

External Audits

Participating in the external peer audit process in 2011? Contact Susanne to provide details and request an external peer audit. Deadline is mid-June but several municipalities have already requested audits for early spring, so early notification is appreciated!

If you intend to hire an AMHSA-certified consultant to conduct your audit instead, please obtain the list of consultants from Susanne and inform her of your decision to not participate in the peer process. Thank you.

Sign up to receive this newsletter via email. Send your request to krystal@amhsa.net.

Southern Office:

(587) 952-2268
Toll-free:
1-877-537-9063

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Executive Director
jim@amhsa.net

Susanne L'Heureux
COR / Training
Coordinator
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Tina Moroney
Safety Trainer/
Claims Management
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Northern Office:

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Fax: (780) 417-3940

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Lindsay Milne
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Analyst
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NEW AAMD&C WEBSITE

The Alberta Association of Municipal Districts and Counties launched its newly redesigned website during the Spring 2011 convention. The new site features a new look that is user friendly and easy to navigate. See www.aamdandc.org.

CONFERENCE PARTICIPATION

AMHSA has participated in three trade shows so far this year:

- City of Calgary, Utilities & Environmental Protection Department Employee Development Day - February 10
- Local Government Administration Association - Red Deer - March 16-17
- Alberta Association of Municipal Districts and Counties - Edmonton - March 21

We will also have a booth at the April 27th NAOSH speakers conference in Edmonton (Marriott Edmonton at River Cree Resort - see www.naosh.ca for details).

In addition, Jim Moroney, Executive Director, will be presenting a session entitled "Hazard Assessments Made Easy" at the Western Conference on Safety in Vancouver in April.

2011 TRAINING AWARDS

The awards will be sent to recipients in April, and announced in the May newsletter and on the website!

UPCOMING EVENTS

Western Conference on Safety
April 18-19, Hyatt Regency Hotel, Vancouver, BC

Southern Alberta Safety Council Meeting
April 27, Host: County of Lethbridge

NAOSH Speakers Conference
April 27, Marriott Edmonton at River Cree Resort

Alberta Cities Safety Council Meeting
May 13, AMHSA - Calgary Office
Details will be available online soon and invitations sent to participants

WCB Charity Golf Tournament
June 22, 7:00 a.m. - 3:00 p.m.
Links of Glen Eagles Golf Course



Susanne L'Heureux, City of Calgary Utilities & Environmental Protection Department Employee Development Day, Feb. 10, 2011

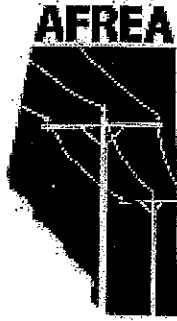


Yvonne Beattie, Alberta Association of Municipal Districts and Counties Trade Show, March 21, 2011

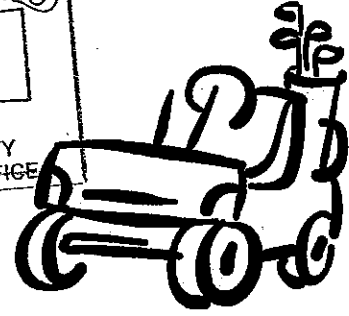
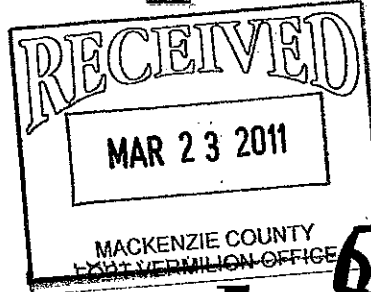
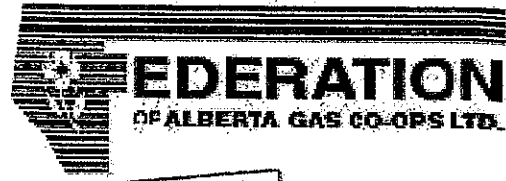
Upcoming AMHSA Courses – Please see www.amhsa.net for full course listings.

COURSE	DATE	LOCATION	FEE
Auditor Recertification / Auditor Update	April 7	Camrose County	\$50 / \$75
Confined Space Entry	May 18	Calgary (AMHSA)	\$40 / \$60
	April 6 a.m.	Red Deer	
	April 6 p.m.	Red Deer	
Defensive Driving	April 20 a.m.	Three Hills	\$65 / \$100
	April 20 p.m.	Carstairs	
	April 12	St. Albert	
	May 5	Flagstaff County	
	June 7	St. Albert	
Disability Management	June 25	St. Albert	\$0
	April 19	Calgary	
<i>Register online at www.wcb.ab.ca/webforms/disability.asp</i>		Edmonton	
<i>More dates available</i>		Edmonton	
Flag person: Train-the-Trainer	May 31	Ft. McMurray	\$50 / \$75
	April 7	Hinton	
Formal Workplace Inspections	April 12 p.m.	Taber	\$40 / \$60
	April 28 p.m.	M.D. Of Greenview #16	
Ground Disturbance, Trenching, and Excavation Safety	April 19	Three Hills	\$50 / \$75
	May 10	Stettler	
Hazard Identification, Assessment and Control	April 5 a.m.	Red Deer	\$40 / \$60
	April 8 p.m.	Lac La Biche County	
	April 12 a.m.	Taber	
	April 23 p.m.	M.D. Of Greenview #16	
Health & Safety Management Systems	April 14-15	City of Leduc	\$90 / \$135
	April 18-19	Devon	
Joint Health & Safety Committees	April 8 a.m.	Lac La Biche	\$40 / \$60
Leadership for Safety Excellence	April 20	County of Grande Prairie	\$90 / \$135
Operator Safety – ATV	May 13	Flagstaff	
Prime Contractor	April 12	Strathcona County	\$50 / \$75

To register, contact Lindsay: 1-800-267-9764 or (780) 417-3900 or email lindsay@amhsa.net. To schedule an onsite course, contact Susanne: (403) 880-7251 or susanne@amhsa.net



&



5th

Annual Federation Charity Golf Classic

In Support of the
Multiple Sclerosis (MS) Society of Canada,
Alberta & Northwest Territories Division



Alberta & Northwest Territories Division

Thursday, August 18, 2011

Goose Hummock Golf Resort Gibbons, AB

"Alone we can do so little; together we can do so much." - Helen Keller



&



5th Annual Federation Charity Golf Classic

Break out your clubs! The Alberta Federation of Rural Electrification Associations and the Federation of Alberta Gas Co-ops Ltd. are hitting the links again for the 5th Annual Federation Charity Golf Classic on **Thursday, August 18, 2011** at the Goose Hummock Golf Resort in Gibbons, Alberta.

Proceeds from the tournament will, once again, support the Multiple Sclerosis (MS) Society of Canada, Alberta & Northwest Territories Division. The MS Society is a non-profit organization driven by a single national mission: *to be a leader in finding a cure for multiple sclerosis and enabling people affected by MS to enhance their quality of life.* The MS Society of Canada, Alberta and Northwest Territories Division allocates the donated proceeds of this tournament to offset costs in producing education, information, advocacy and awareness events in rural Alberta for both community members and their health professionals.



This charity golf classic is a highly anticipated event that sells out every year. Sponsorship opportunities and Golfer spots are limited and fill up quickly!

We are pleased to inform you that the Premier and his wife have been invited again this year! Their attendance the last four years has greatly contributed to the support and recognition of this worthy cause.

Participating in the 5th Annual Federation Charity Golf Classic will provide

- A memorable day of golf in support of a great cause!
- A chance to network with industry stakeholders across North America.
- Support for a cause that helps the 1 in 274 Albertans afflicted with MS - a good feeling all the way!
- An opportunity to participate in a Live Auction for an Official 2010 Grey Cup Football autographed by the Vice Chairman of the Toronto Argonauts, Michael "Pinball" Clemmons.

MS is usually diagnosed between the ages of 15 to 40.

Over 11,000 Albertans are living with MS.

Women are more than three times as likely to develop MS than men.

Canada is a high risk area for multiple sclerosis.



Every day, three more people in Canada are diagnosed with MS.

Approximately 1,000 new cases of MS are diagnosed each year in Canada.

Important Information

- The entry fee is \$170 per golfer (includes: Green Fees, Cart, Full Breakfast, Food Holes & BBQ)
- To confirm your participation, please return the enclosed forms with your payment to the Federation Office no later than Friday, July 8, 2011.
- Goose Hummock Golf Resort is located 2 miles north of Gibbons on Hwy 28
- The Tentative Schedule is:

Registration & Full Breakfast (Located at The Marsh - south side of the parking lot)	7 a.m. - 8:45 a.m.
Shot Gun Start	9 a.m.
BBQ and Prizes (following golf) (Located at The Marsh - south side of the parking lot)	3:30 p.m.



5th Annual Federation Charity Golf Classic

In Support of the

Multiple Sclerosis (MS) Society of Canada,
Alberta & Northwest Territories Division

Thursday, August 18, 2011 - Registration starts at 7 a.m.

Goose Hummock Golf Resort - 2 miles north of Gibbons on Hwy 28 - Gibbons, AB

"Alone we can do so little, together we can do so much." - Helen Keller

Company: _____

Contact: _____

Address: _____

City: _____

Province: _____

Postal Code: _____

Phone: () _____

Email: _____

All Sponsorship includes signage and acknowledgement at the tournament

Option #1	Hole in One Sponsorship	@	Company's Discretion
Includes:	* Please call the Federation Centre for more information		
Option #2	BBQ Sponsorship	@	\$2500
Includes:	* Complimentary entry for a foursome of golfers		
Option #3	Breakfast Sponsorship	@	\$1500
Includes:	* Complimentary entry for three golfers		
Option #4	Hole Sponsorship	@	\$1000
Includes:	* Complimentary entry for two golfers * Signage at the Green and the Tee		
Option #5	Green Sponsorship	@	\$500
Includes:	* Complimentary entry for one golfer * Signage at the Green		
Option #6	Tee Box Sponsorship	@	\$500
Includes:	* Complimentary entry for one golfer * Signage at the Tee Box		
Option #7	General Sponsorship	@	\$ _____ Dollar figure at company's discretion
Option #8	Prize Donation		Please be specific: _____
Option #9	Golfer Gift Bag Sponsor (172 bags)		Please be specific: _____
	* Sponsored logo items will be placed in all golfer gift bags		

Return Form With Payment: No later than Friday, July 8, 2011

115 Portage Close, Sherwood Park, AB, T8H 2R5 Attention: Dawn Dietz

Please make cheques payable to Alberta Federation of REAs, with "Golf Tournament - #9009" written in the memo line

5th Annual Federation Charity Golf Classic

In Support of the

Multiple Sclerosis (MS) Society of Canada,
Alberta & Northwest Territories Division



&



Thursday, August 18, 2011 - Registration starts at 7 a.m.

Goose Hummock Golf Resort - 2 miles north of Gibbons on Hwy 28 - Gibbons, AB

Fee: \$170/player or \$650 per 4 person team

Includes: Green Fees, Cart, Full Breakfast, Food Holes & BBQ

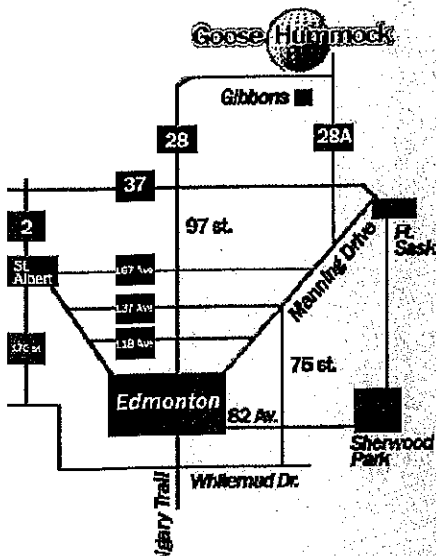
Registration is open for all participants on a First Come First Served basis - so don't delay, register TODAY.

If registering more than one golfer, would you like your golfers to golf together _____ or on different teams _____

1st Golfer Information		2nd Golfer Information	
Name:		Name:	
Company:		Company:	
Address:		Address:	
City/Province/Postal Code:		City/Province/Postal Code:	
Phone:		Phone:	
Email:		Email:	
3rd Golfer Information		4th Golfer Information	
Name:		Name:	
Company:		Company:	
Address:		Address:	
City/Province/Postal Code:		City/Province/Postal Code:	
Phone:		Phone:	
Email:		Email:	

Total for Golf.....\$170/person X _____ = \$ _____ or \$650 per 4 person team
Includes: Green Fees, Cart, Full Breakfast, Food Holes & BBQ

Support your local MLA - invite him/her as your guest on this important day!



Return Form With Payment:

No later than Friday, July 8, 2011, to the Federation Centre
115 Portage Close, Sherwood Park, AB T8H 2R5

Attention: Dawn Dietz

Please make cheques payable to

Alberta Federation of REAs

with "Golf Tournament - #9009" written in the memo line

Questions:

Contact Dawn Dietz at ddietz@fedgas.com or call (780) 416-6543

Sponsorship:

See attached form for sponsorship, donation and prize opportunities

Directions to Goose Hummock Golf Resort:

2 miles North of Gibbons on Hwy 28 - see map