

MACKENZIE COUNTY

REGULAR COUNCIL MEETING

SEPTEMBER 23, 2011

10:00 A.M.

COUNCIL CHAMBERS
FORT VERMILION, AB

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Friday, September 23, 2011
10:00 a.m.**

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

AGENDA

			Page
CALL TO ORDER:	1.	a) Call to Order	
AGENDA:	2.	a) Adoption of Agenda	
ADOPTION OF PREVIOUS MINUTES:	3.	a) Minutes of the September 13, 2011 Regular Council Meeting	1
DELEGATIONS:	4.	a) Greg Newman (Rural Water) – 10:30 a.m. b) Fort Vermilion School Division (La Crete Post Office) – 2:30 p.m. c)	
GENERAL REPORTS:	5.	a) Agricultural Service Board Meeting Minutes – June 27 and July 22, 2011 b) c)	21
COMMUNITY & PROTECTIVE SERVICES:	6.	a) La Crete Fire Hall Tanker Truck Tender Award b) Hutch Lake Shelter and Playground Equipment c) Fort Vermilion Office – Safety Concerns d) e)	31 35 37

OPERATIONAL SERVICES:	7.	a)	Radio Communications	39
		b)		
		c)		
PLANNING & DEVELOPMENT:	8.	a)	Development Permit 238-DP-11 Aircraft Hangar at La Crete Airport (La Crete Rural)	41
		b)		
		c)		
PUBLIC HEARINGS:	Public Hearings are scheduled for 1:00 p.m.			
	9.	a)	Bylaw 791-10 Land Use Bylaw	67
CORPORATE SERVICES:	10.	a)	Policy FIN022 Budget Development	75
		b)	Hamlet of Zama Priority Projects – Water Treatment Plant Upgrade and Lift Station Upgrade	81
		c)	La Crete Recreation Board – Blue Hills Skate Shack Project	85
		d)	Bursaries Applications	89
		e)	Financial Report – August 31, 2011	91
		f)		
		g)		
INFORMATION / CORRESPONDENCE:	11.	a)	Information /Correspondence	105
IN CAMERA SESSION:	12.	a)	Legal	
		b)	Labour	
		c)		
		d)		

e)

**NEXT MEETING
DATE:**

13. a) Regular Council Meeting
Tuesday, October 11, 2011
10:00 a.m.
Fort Vermilion Council Chambers

ADJOURNMENT:

14. a) Adjournment



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	September 23, 2011
Presented By:	J. Roy Brideau, Chief Administrative Officer
Title:	Minutes of the September 13, 2011 Regular Council Meeting

BACKGROUND / PROPOSAL:

Minutes of the September 13, 2011 Regular Council meeting are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

That the minutes of the September 13, 2011 Regular Council meeting be adopted as presented.

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

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Tuesday, September 13, 2011
10:00 a.m.**

**Council Chambers
Fort Vermilion, Alberta**

PRESENT:	Bill Neufeld	Reeve
	Jacque Bateman	Councillor
	Peter F. Braun	Councillor
	Elmer Derksen	Councillor
	Dicky Driedger	Councillor
	John W. Driedger	Councillor
	Odell Flett	Councillor
	Eric Jorgensen	Councillor (arrived at 10:05 a.m.)
	Lisa Wardley	Councillor (arrived at 10:09 a.m.)
REGRETS:	Walter Sarapuk	Deputy Reeve
ADMINISTRATION:	J. Roy Brideau	Chief Administrative Officer
	Al Hoggan	Director of Community & Protective Services
	John Klassen	Director of Operations
	Marion Krahn	Supervisor of Planning Services
	Carol Gabriel	Executive Assistant

ALSO PRESENT: Members of the media.

Minutes of the Regular Council meeting for Mackenzie County held on September 13, 2011 in the Council Chambers at the Fort Vermilion County Office.

CALL TO ORDER: 1. a) Call to Order

Reeve Neufeld called the meeting to order at 10:02 a.m.

AGENDA: 2. a) Adoption of Agenda

MOTION 11-09-696 MOVED by Councillor J. Driedger

That the agenda be adopted with the following additions:

- 3. b) Minutes of the September 12, 2011 Special Council Meeting
- 10. e) AUMA Convention
- 7. b) 697 Culvert

CARRIED

**ADOPTION OF
PREVIOUS MINUTES:**

3. a) Minutes of the August 22, 2011 Regular Council Meeting

MOTION 11-09-697

MOVED by Councillor Derksen

That the minutes of the August 22, 2011 Regular Council meeting be adopted as presented.

CARRIED

3. b) Minutes of the September 12, 2011 Special Council Meeting (ADDITION)

MOTION 11-09-698

MOVED by Councillor Flett

That the minutes of the September 12, 2011 Special Council meeting be adopted as presented.

CARRIED UNANIMOUSLY

GENERAL REPORTS:

5. a) Municipal Planning Commission Meeting Minutes for June 30, July 20, July 29, and August 11, 2011

MOTION 11-09-699

MOVED by Councillor J. Driedger

That the Municipal Planning Commission meeting minutes of June 30, July 20, July 29 and August 11, 2011 be received for information.

CARRIED

Councillor Jorgensen arrived at 10:05 a.m.

5. b) Mackenzie Library Board Meeting Minutes – June 15, 2011

MOTION 11-09-700

MOVED by Councillor Derksen

That the Mackenzie Library Board meeting minutes of June 15, 2011 be received for information.

CARRIED

**5. c) Mackenzie Housing Management Board Meeting
Minutes – June 27 and July 27, 2011**

MOTION 11-09-701

MOVED by Councillor J. Driedger

That the Mackenzie Housing Management Board meeting minutes of June 27 and July 27, 2011 be received for information.

CARRIED

Councillor Wardley arrived at 10:09 a.m.

**COMMUNITY &
PROTECTIVE
SERVICES:**

6. a) Bylaw 835-11 Dog Control Bylaw

MOTION 11-09-702

MOVED by Councillor Bateman

That third reading be given to Bylaw 835-11 being a Dog Control Bylaw.

CARRIED

6. b) Fire Chief Re-Appointment – La Crete Fire Service

MOTION 11-09-703

MOVED by Councillor Wardley

That Peter Wiebe be appointed to the position of Chief of the La Crete Fire Service.

CARRIED

6. c) Deputy Fire Chief Appointment – Fort Vermilion Fire Service

MOTION 11-09-704

MOVED by Councillor Flett

That Larry Schartner be appointed to the position of Deputy Chief of the Fort Vermilion Fire Service.

CARRIED

6. e) Mackenzie Region Hazardous Materials Mutual Aid Agreement

MOTION 11-09-705

MOVED by Councillor J. Driedger

That the Hazardous Materials Mutual Aid Agreement be TABLED for further information.

CARRIED

Reeve Neufeld recessed the meeting at 10:56 a.m. and reconvened the meeting at 11:12 a.m.

6. d) La Crete Fire Hall Fire Tanker Truck Tender Award

MOTION 11-09-706

Requires 2/3

MOVED by Councillor Bateman

That the 2011 Capital Budget be amended to include an additional \$86,347.00 for the La Crete Fire Hall fire tanker truck with funding coming from the Emergency Reserve.

MOTION 11-09-707

MOVED by Councillor Braun

That Motion 11-09-706 be TABLED to the next meeting.

CARRIED

**6. f) Blumenort and Rocky Lane Waste Transfer Station
Caretaker Tender Results**

MOTION 11-09-708

MOVED by Councillor Bateman

That the Blumenort and Rocky Lane Waste Transfer Station Caretaker tender results be received for information.

CARRIED

6. g) 2011 Waste Hauling Tender

MOTION 11-09-709

MOVED by Councillor J. Driedger

That administration be instructed to proceed to public tender with the north/south draft waste hauling tender as presented.

CARRIED

6. h) County House – Repair and Renovation

MOTION 11-09-710

MOVED by Councillor Flett

Requires 2/3

That the 2011 budget be amended to include \$65,000.00 for the repair and renovation of the County House with funding to come from the General Capital Reserve.

CARRIED

MOTION 11-09-711

MOVED by Councillor Wardley

That the renovations and upgrades to the County House be approved as presented and that the Chief Administrative Officer be permitted to award this work as he sees fit.

CARRIED UNANIMOUSLY

6. i) Alberta Recreation & Parks Association Conference

MOTION 11-09-712

MOVED by Councillor Derksen

That Councillor Flett be authorized to attend the Alberta Recreation & Parks Association Conference from October 27-29, 2011 in Lake Louise, Alberta.

CARRIED

Reeve Neufeld recessed the meeting at 12:04 p.m. and reconvened the meeting at 12:54 p.m. with all members present except Councillor Flett.

DELEGATION:

4. a) Mackenzie Charity Golf Presentation to the Heart & Stroke Foundation and STARS

Margaret Bell, Area Manager, Grande Prairie Heart and Stroke Foundation of Alberta, NWT & Nunavut and Glenda Farnden, Manager Major Gifts - Grande Prairie STARS Foundation joined the meeting to receive their donation from Mackenzie Charity Golf.

MOTION 11-09-713

MOVED by Councillor Bateman

That the Heart & Stroke Foundation be presented with a cheque in the amount of \$25,000.00 and STARS (Grande Prairie) with a cheque in the amount of \$13,000.00 from the proceeds of the Mackenzie Charity Golf tournament held on June 10, 2011.

CARRIED

PUBLIC HEARINGS:

9. a) Bylaw 829-11 Land Use Bylaw Amendment to Rezone Plan 982 1128, Block 17, Lot 39 from Hamlet Commercial District 1 “HC1” to Hamlet Residential District 3 “HR3” (La Crete)

Reeve Neufeld called the public hearing for Bylaw 829-11 to order at 1:02 p.m.

Reeve Neufeld asked if the public hearing for proposed Bylaw 829-11 was properly advertised. Marion Krahn, Supervisor of Planning Services, 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 Services, presented the Development Authority’s submission and indicated that first reading was given on August 9, 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 829-11. No submissions were received.

Reeve Neufeld asked if there was anyone present who would like to speak in regards to the proposed Bylaw 829-11. There was no one present to speak to the proposed Bylaw.

Reeve Neufeld closed the public hearing for Bylaw 829-11 at 1:05 p.m.

MOTION 11-09-714

MOVED by Councillor Derksen

That second reading be given to Bylaw 829-11, being a Land Use Bylaw amendment to Plan 982 1128, Block 17, Lot 39 from Hamlet Commercial District 1 “HC1” to Hamlet Residential District 3 “HR3”.

CARRIED

MOTION 11-09-715

MOVED by Councillor Braun

That third reading be given to Bylaw 829-11, being a Land Use Bylaw amendment to Plan 982 1128, Block 17, Lot 39 from Hamlet Commercial District 1 "HC1" to Hamlet Residential District 3 "HR3".

CARRIED

Councilor Flett joined the meeting at 1:06 p.m.

9. b) Bylaw 830-11 Land Use Bylaw Amendment to Rezone NW 35-105-15-W5M from Rural Country Residential District 1 "RC1" to Agricultural District 1 "A1" (Buffalo Lake Estates)

Reeve Neufeld called the public hearing for Bylaw 830-11 to order at 1:06 p.m.

Reeve Neufeld asked if the public hearing for proposed Bylaw 830-11 was properly advertised. Marion Krahn, Supervisor of Planning Services, 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 Services, presented the Development Authority's submission and indicated that first reading was given on August 9, 2011.

Reeve Neufeld asked if Council has any questions of the proposed Land Use Bylaw Amendment. Additional residence would be allowed in this quarter.

Reeve Neufeld asked if any submissions were received in regards to proposed Bylaw 830-11. No submissions were received.

Reeve Neufeld asked if there was anyone present who would like to speak in regards to the proposed Bylaw 830-11. There was no one present to speak to the proposed Bylaw.

Reeve Neufeld closed the public hearing for Bylaw 830-11 at 1:09 p.m.

MOTION 11-09-716

MOVED by Councillor J. Driedger

That second reading be given to Bylaw 830-11, being a Land Use Bylaw amendment to rezone NW 35-105-15-WM from Rural Country Residential District 1 "RC1" to Agricultural District 1 "A1".

CARRIED

MOTION 11-09-717

MOVED by Councillor Wardley

That third reading be given to Bylaw 830-11, being a Land Use Bylaw amendment to rezone NW 35-105-15-WM from Rural Country Residential District 1 "RC1" to Agricultural District 1 "A1".

CARRIED

9. c) Bylaw 831-11 Land Use Bylaw Amendment to Rezone Plan 2938RS, Block 3, Lot 2 (4805 - 50th Street) from Direct Control District 2 "DC2" to Hamlet Commercial District 1 "HC1" (Fort Vermilion)

Reeve Neufeld called the public hearing for Bylaw 831-11 to order at 1:09 p.m.

Reeve Neufeld asked if the public hearing for proposed Bylaw 831-11 was properly advertised. Marion Krahn, Supervisor of Planning Services, 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 Services, presented the Development Authority's submission and indicated that first reading was given on August 22, 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 831-11. No submissions were received.

Reeve Neufeld asked if there was anyone present who would like to speak in regards to the proposed Bylaw 831-11. There

was no one present to speak to the proposed Bylaw.

Reeve Neufeld closed the public hearing for Bylaw 831-11 at 1:13 p.m.

MOTION 11-09-718

MOVED by Councillor Flett

That second reading be given to Bylaw 831-11, being a Land Use Bylaw amendment to rezone Plan 2938RS, Block 3, Lot 2 (4805 - 50th Street) from Direct Control District 2 "DC2" to Hamlet Commercial District 1 "HC1".

CARRIED

MOTION 11-09-719

MOVED by Councillor Braun

That third reading be given to Bylaw 831-11, being a Land Use Bylaw amendment to rezone Plan 2938RS, Block 3, Lot 2 (4805 - 50th Street) from Direct Control District 2 "DC2" to Hamlet Commercial District 1 "HC1".

CARRIED

9. d) Bylaw 832-11 Plan Cancellation for Consolidation Purposes Fort Vermilion Settlement, Range 3, Lot 3 (Fort Vermilion Rural)

Reeve Neufeld called the public hearing for Bylaw 832-11 to order at 1:13 p.m.

Reeve Neufeld asked if the public hearing for proposed Bylaw 832-11 was properly advertised. Marion Krahn, Supervisor of Planning Services, answered that the bylaw was advertised in accordance with the Municipal Government Act.

Reeve Neufeld asked the Development Authority to outline the proposed Plan Cancellation. Marion Krahn, Supervisor of Planning Services, presented the Development Authority's submission and indicated that first reading was given on August 22, 2011.

Reeve Neufeld asked if Council has any questions of the proposed Plan Cancellation. There were no questions.

Reeve Neufeld asked if any submissions were received in regards to proposed Bylaw 832-11. No submissions were

received.

Reeve Neufeld asked if there was anyone present who would like to speak in regards to the proposed Bylaw 832-11. There was no one present to speak to the proposed Bylaw.

Reeve Neufeld closed the public hearing for Bylaw 832-11 at 1:15 p.m.

MOTION 11-09-720

MOVED by Councillor Bateman

That second reading be given to Bylaw 832-11, being a Plan Cancellation Bylaw to cancel FORTVER, Range 3, Part of Lot 3 purpose of reverting it back into FORTVER, Range 3, Lot 3 from which it was taken.

CARRIED

MOTION 11-09-721

MOVED by Councillor J. Driedger

That third reading be given to Bylaw 832-11, being a Plan Cancellation Bylaw to cancel FORTVER, Range 3, Part of Lot 3 purpose of reverting it back into FORTVER, Range 3, Lot 3 from which it was taken.

CARRIED

9. e) Bylaw 833-11 Land Use Bylaw Amendment to Decrease the Minimum Lot Sizes of the Hamlet Country Residential District 1 "HCR1"

Reeve Neufeld called the public hearing for Bylaw 833-11 to order at 1:16 p.m.

Reeve Neufeld asked if the public hearing for proposed Bylaw 833-11 was properly advertised. Marion Krahn, Supervisor of Planning Services, 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 Services, presented the Development Authority's submission and indicated that first reading was given on August 9, 2011.

Reeve Neufeld asked if Council has any questions of the

proposed Land Use Bylaw Amendment. Questions followed regarding the decrease on both the minimum and maximum – based on community feedback.

Reeve Neufeld asked if any submissions were received in regards to proposed Bylaw 833-11. No submissions were received.

Reeve Neufeld asked if there was anyone present who would like to speak in regards to the proposed Bylaw 833-11. There was no one present to speak to the proposed Bylaw.

Reeve Neufeld closed the public hearing for Bylaw 833-11 at 1:21 p.m.

MOTION 11-09-722

MOVED by Councillor D. Driedger

That second reading be given to Bylaw 833-11, being a Land Use Bylaw amendment to reduce the lot sizes within the Hamlet Country Residential District 1 “HCR1” to a minimum of 0.4 hectares (1.0 acre) and a maximum of 1.0 hectare (2.5 acres) when the lots are serviced by municipal sewer.

CARRIED

MOTION 11-09-723

MOVED by Councillor Braun

That third reading be given to Bylaw 833-11, being a Land Use Bylaw amendment to reduce the lot sizes within the Hamlet Country Residential District 1 “HCR1” to a minimum of 0.4 hectares (1.0 acre) and a maximum of 1.0 hectare (2.5 acres) when the lots are serviced by municipal sewer.

CARRIED

MOTION 11-09-724

MOVED by Councillor Wardley

That Motion 11-09-709 be amended to include the county wide tender option.

CARRIED UNANIMOUSLY

**10. d) Fort Vermilion Lookout Point (Sunset Park) –
Request from Fort Vermilion Board of Trade**

Maarten Bratt joined the meeting.

MOTION 11-09-725

MOVED by Councillor Bateman

That Council move in-camera at 1:31 p.m.

CARRIED

MOTION 11-09-726

MOVED by Councillor J. Driedger

That Council move out of camera at 2:01 p.m.

CARRIED

Reeve Neufeld recessed the meeting at 2:01 p.m. and reconvened the meeting at 2:12 p.m.

MOTION 11-09-727

Requires 2/3

MOVED by Councillor Flett

That the Fort Vermilion Board of Trade be granted \$7,482.56 with funding coming from the Grants to Other Organizations reserve.

CARRIED

**OPERATIONAL
SERVICES:**

7. a) Policy PW037 Access Construction

MOTION 11-09-728

MOVED by Councillor Wardley

That Policy PW037 Access Construction be adopted as amended.

CARRIED UNANIMOUSLY

7. b) 697 Culvert (ADDITION)

MOTION 11-09-729

(Requires Unanimous)

MOVED by Councillor Derksen

That the 697 culvert update be received for information.

CARRIED

**PLANNING &
DEVELOPMENT:**

8. a) Bylaw 836-11 Land Use Bylaw Amendment for the Cancellation and Consolidation of Plan 982 1128, Block 25, Lots 5 and 6 (La Crete)

MOTION 11-09-730

MOVED by Councillor Braun

That first reading be given to Bylaw 836-11, being a Bylaw for the cancellation of Plan 982 1128, Block 25, Lots 5 and 6 for the purpose of consolidation.

CARRIED

8. b) Bylaw 837-11 Land Use Bylaw Amendment for the Cancellation and Consolidation of Plan 792 1881, Block 18, Lots 3 and 4 (La Crete)

MOTION 11-09-731

MOVED by Councillor Wardley

That first reading be given to Bylaw 837-11, being a Bylaw for the cancellation of Plan 782 1881, Block 18, Lots 3 and 4 for the purpose of consolidation.

CARRIED

8. c) Bylaw 838-11 Land Use Bylaw Amendment to Reduce the Minimum Number of Lots within Rural Country Residential District 1 through 4 "RC1, RC2, RC3 and RC4"

MOTION 11-09-732

MOVED by Councillor J. Driedger

That first reading be given to Bylaw 838-11, being a Land Use Bylaw amendment to reduce the number of lots within the Rural Country Residential District 1 through 4 "RC1, RC2, RC3 and RC4" where proven circumstances of waterbodies and/or topography restrict subdivision of the lands to less than 10 lots.

CARRIED

8. d) Bylaw 839-11 Fee Schedule Bylaw

MOTION 11-09-733

Requires 2/3

MOVED by Councillor Wardley

That first reading be given to Bylaw 839-11, being the Fee Schedule Bylaw.

CARRIED

MOTION 11-09-734

Requires 2/3

MOVED by Councillor J. Driedger

That second reading be given to Bylaw 839-11, being the Fee Schedule Bylaw.

CARRIED

MOTION 11-09-735

Requires Unanimous

MOVED by Councillor Jorgensen

That consideration be given to proceed to third reading of Bylaw 839-11, being the Fee Schedule Bylaw.

CARRIED UNANIMOUSLY

MOTION 11-09-736

Requires 2/3

MOVED by Councillor Braun

That third reading be given to Bylaw 839-11, being the Fee Schedule Bylaw.

CARRIED

8. e) Policy DEV003 – Multi-Lot/Urban Subdivision Construction and Registration

MOTION 11-09-737

MOVED by Councillor Bateman

That Policy DEV003 Multi-Lot/Urban Subdivision Construction and Registration be adopted as presented.

CARRIED

8. f) Development Permit Application 197-DP-11 Ancillary Building (Shop) with Height Variance Development within One Mile of the La Crete Airport (La Crete Rural)

MOTION 11-09-738

MOVED by Councillor Braun

That Development Permit Application 197-DP-11, in the name of Ken Wiebe, on Part of SW 1-106-15-W5M (Plan 052 3997, Block 1, Lot 1), be APPROVED as presented.

CARRIED

Reeve Neufeld recessed the meeting at 4:03 p.m. and reconvened the meeting at 4:14 p.m.

CORPORATE

10. a) Policy FIN022 – Budget Development

SERVICES:

MOTION 11-09-739

MOVED by Councillor Braun

That Policy FIN022 Budget Development be amended as presented.

CARRIED

10. b) 2012 Budget Guideline & Budget Review Meeting Dates

MOTION 11-09-740

MOVED by Councillor Wardley

That the following guidelines be used in developing the 2012 operating and capital budgets:

- Include appropriate funding to address the required personnel additions as per the approved Organizational Chart;
- Level of service to remain status quo;
- Capital program to reflect maintenance of existing infrastructure and/or completion of the commenced projects;
- Water/sewer rate to be recalculated in order to move towards 100% recovery rate for operating expenses excluding TCA amortization and including long term debt principle and interest payments.

CARRIED

MOTION 11-09-741

MOVED by Councillor Derksen

That the 2012 budget review meetings be scheduled as follows:

- Friday, November 4, 2011 at 10 am in Fort Vermilion
- Thursday, December 1, 2011 at 10 am in Fort Vermilion
- Friday, December 2, 2011 at 10 am in Fort Vermilion

CARRIED

10. c) Agricultural Land Use Planning Committee

MOTION 11-09-742

MOVED by Councillor Bateman

That administration advise Alberta Sustainable Resource Development to offer the "first time no sale" land parcels for

sale one additional time.

CARRIED

10. e) AUMA Convention (ADDITION)

MOTION 11-09-743
Requires Unanimous

MOVED by Councillor Flett

That Councillor D. Driedger be authorized to attend the AUMA Convention in Calgary from September 28 – 30, 2011.

CARRIED UNANIMOUSLY

MOTION 11-09-744

MOVED by Councillor Derksen

That Councillor Braun be authorized to attend the Alberta Forest Products Association conference from September 28 – 30, 2011 in Jasper, AB.

CARRIED

MOTION 11-09-745
Requires Unanimous

MOVED by Councillor Derksen

That Councillor J. Driedger be authorized to attend the REDI Annual General meeting as the Reeve's replacement on September 14, 2011 in High Level.

DEFEATED

**INFORMATION/
CORRESPONDENCE:**

11. a) Information/Correspondence

MOTION 11-09-746

MOVED by Councillor J. Driedger

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

CARRIED

**NEXT MEETING
DATE:**

13. a) Regular Council Meeting
Friday, September 23, 2011
10:00 a.m.
Fort Vermilion Council Chambers

ADJOURNMENT:

14. a) Adjournment

MOTION 11-09-747

MOVED by Councillor Bateman

That the regular council meeting be adjourned at 4:31 p.m.

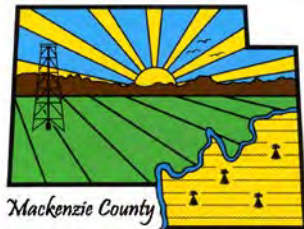
CARRIED

These minutes will be presented to Council for approval on September 23, 2011.

Bill Neufeld
Reeve

J. Roy Brideau
Chief Administrative Officer

UNAPPROVED



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	September 23, 2011
Presented By:	J. Roy Brideau, Chief Administrative Officer
Title:	Agricultural Service Board Meeting Minutes – June 27 and July 22, 2011

BACKGROUND / PROPOSAL:

The approved minutes of the June 27th and July 22nd, 2011 Agricultural Service Board meetings are attached.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

RECOMMENDED ACTION:

That the Agricultural Service Board minutes of June 27 and July 22, 2011 be received for information.

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

**MACKENZIE COUNTY
AGRICULTURAL SERVICE BOARD MEETING**

Monday June 27, 2011

10:00 a.m.

Council Chambers

La Crete, AB

PRESENT:	Walter Sarapuk	Chair
	Dicky Driedger	Council Representative
	Roy Brideau	CAO
	Carla Komarnicki	Member at Large
ABSENT:	Joe Peters	Member at Large
	Danny Friesen	Member at Large
ALSO PRESENT:	Grant Smith	Agricultural Fieldman
	Colleen Nate	Admin Officer, Recording Secretary
	Bill Kingston	Key Contact for ASB

Minutes of the Agricultural Service Board meeting for Mackenzie County held on Monday June 27, 2011

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

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

MOTION 11-063 **MOVED** by Dicky Driedger

That the agenda be adopted with the addition of 5.j) Grasshoppers

CARRIED

**ADOPTION OF THE
PREVIOUS
MINUTES:** **3. a) Minutes of the May 6, 2011 Agricultural Service Board
Meeting**

MOTION 11-064 **Moved by** Joe Peters
That that minutes of the May 6, 2011 Agricultural Service Board Meeting be revised as discussed.

CARRIED

**Business From
Previous Minutes** **4.a) NONE**

DELEGATION

5.a) Bill Kingston ASB Key Contact AAFRD

Bill Kingston joined the meeting at 10:15 am and discussed at length issues with the ASB such as grasshopper problems, drought conditions, extension personnel, MARA funding and workshops in the North.

MOTION 11-065

**5.b) 2011 Field Day Agenda
Moved by** Carla Komarnicki

That administration contact speakers for the 2011 Field Day.

CARRIED

MOTION 11-066

**5.e) Wolfe Lake/Penner Drainage
Moved by** Carla Komarnicki

That the ASB lobby Alberta Transportation to install culvert through Hwy 697, and that the ASB combine with Public Works to clean out the north ditch on Wolfe Lake Road.

CARRIED

MOTION 11-067

**5.c) 2011 Project Discussion
Moved by** Dicky Driedger

That 3 miles of ditch along Twp Rd 103-4 be cleaned out based on a RFP from local contractors. Funding to come from operating budget.

CARRIED.

MOTION 11-068

Moved by Carla Komarnicki

That erosion problems and drop structures be repaired to 2010 ditching project on Twp Rd 18-1 and Twp Rd 17-4. (Blue Hills)

CARRIED

MOTION 11-069

**5. d) High Level Drainage
Moved by** Dicky Driedger

That the information regarding High Level Drainage be received as information.

CARRIED.

MOTION 11-070

**5.f) Weed Inspector RFD
Moved by** Dicky Driedger

That the ASB appoint Bill Hayday and Dave Driedger as the 2011

Weed Inspectors.

Carried

MOTION 11-071 **5.g) 2011 Farm Family Awards**
Moved by Carla Komarnicki

That the 2011 Farm Family Awards letter be received as information.

CARRIED

MOTION 11-072 **5.h) Abe Harms Drainage (Rocky Lane)**
Moved by Dicky Driedger.

That administration notify land owner that the ASB is not interested in constructing a drainage ditch.

Carried

MOTION 11-073 **5.i) 2011 Regional Conference**
Moved by Dicky Driedger

That the Discussion be received as information.

Carried

MOTION 11-074 **5.j) Grasshoppers**
Moved by Carla Komarnicki

That the ASB request that Council lobby the Provincial Government to implement a Grasshopper Program.

Carried.

NEXT MEETING **6.a) Next Meeting Date**
DATE

No meeting date was set.

ADJOURNMENT **7.a) Adjournment**
MOTION 11-075 **Moved by** Walter Sarapuk

That the ASB meeting be adjourned at 1:15pm.

Carried

These minutes were approved on July 22, 2011.

Walter Sarapuk, Chair

Grant Smith, Agricultural Fieldman

**MACKENZIE COUNTY
AGRICULTURAL SERVICE BOARD MEETING**

Friday July 22, 2011

10:00 a.m.

**Council Chambers
Fort Vermilion, AB**

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

ABSENT:

ALSO PRESENT:	Grant Smith	Agricultural Fieldman
	Colleen Nate	Admin Officer, Recording Secretary
	Nazar Iqbal	MARA Representative

Minutes of the Agricultural Service Board meeting for Mackenzie County held on Friday July 22, 2011

CALL TO ORDER: **1. a) Call to Order**
Chair Sarapuk called the meeting to order at 10:00 am.

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

MOTION 11-076 **MOVED** by Dicky Driedger

That the agenda be adopted with the addition of 5.i) Mowing Update;
5j)Rge Rd 103-4 Drainage.

CARRIED

**ADOPTION OF THE
PREVIOUS
MINUTES:** **3. a) Minutes of the May 6, 2011 Agricultural Service Board
Meeting**

MOTION 11-078 **Moved by** Joe Peters
That that minutes of the June 27, 2011 Agricultural Service Board
Meeting be adopted as presented

CARRIED

**Business From
Previous Minutes**

4.a) NONE

5.a) 2011 ASB/MARA Field Day

Nazar Iqbal joined meeting at 10:30 to discuss the 2011 Field Day.

MOTION 11-079

Moved by Dicky Driedger

That the ASB purchase a sound system for \$1000. Funds to come from operating budget.

CARRIED

MOTION 11-080

5.b) High Level Drainage Update

Moved by Dicky Driedger

That the drainage update be received as information.

CARRIED

MOTION 11-081

5.c) Peter & David Wiebe Drainage

Moved by Joe Peters

That landowners provide a survey complete with grade line. ASB to review survey before construction commences.

CARRIED

MOTION 11-082

5.d) Correction Line/Wolfe Lake Road Drainage

Moved by Dicky Driedger

That administration obtain a cost estimate for lowering culvert.

CARRIED.

MOTION 11-083

Moved by Danny Friesen

That administration survey proposed route and have the ASB review survey findings.

CARRIED

MOTION 11-084

5. e) Anthony Peters/Jake Wolfe Drainage

Moved by Joe Peters

That the applicants be invited to the next ASB meeting as a

delegation to discuss their drainage application.

CARRIED.

MOTION 11-085

5.f) Willie Wolfe

Moved by Carla Komarnicki

That administration notify the land owner that the ASB is not interested in constructing a drainage ditch.

CARRIED

MOTION 11-086

5.g) Dale Wiebe Drainage 2010

Moved by Danny Friesen

That Dale Wiebe's drainage concerns tabled to next meeting.

CARRIED

MOTION 11-087

5.h) Agriculture Disaster RFD

Moved by Dicky Driedger.

That the decision regarding the Agriculture Disaster remain status quo.

CARRIED

MOTION 11-088

5.i) Mowing Update

Moved by Carla Komarnicki

That the mowing update be received as information.

CARRIED

MOTION 11-089

5.j) Rge Rd 103-4 Drainage

Moved by Dicky Driedger

That the discussion regarding Rge Rd 103-4 Drainage be received as information.

CARRIED.

**NEXT MEETING
DATE**

6.a) Next Meeting Date

The next ASB meeting will be held at 9:00 am August 31, 2011. Fort Vermilion Council Chambers

**ADJOURNMENT
MOTION 11-090**

**7.a) Adjournment
Moved by** Walter Sarapuk

That the ASB meeting be adjourned at 1:10pm.

CARRIED

These minutes were approved on August 31, 2011.

Walter Sarapuk, Chair

Grant Smith, Agricultural Fieldman



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	September 23, 2011
Presented By:	Al Hoggan, Director of Community and Protective Services
Title:	La Crete Fire Hall Fire Tanker Truck Tender Award

BACKGROUND / PROPOSAL:

At the Sept 13th, 2011 Regular Council meeting, motion 11-09-706 was tabled for further investigation and research. Administration has completed additional research and in conjunction with Fire Chief Peter Wiebe and Senior Mechanic Willy Schmidt we have concluded the following:

1. That the Freightliner cab/chassis is sufficient for the intended purpose.
2. That the drive-train proposed for this tanker truck is adequate and historically reliable.
3. That the fire specific equipment is appropriate for the intended purpose.
4. That the warranties offered by the manufacturer are industry standard.
5. That the contractor is reputable.
6. That the delivery schedule is acceptable.

Dependable Emergency Vehicles was the lowest qualified bid at \$316, 347.00

OPTIONS & BENEFITS:

Freightliner is a very popular chassis choice and is currently in use with many fire departments such as:

- West Grey Fire Department, Durham Ont.
- Brampton Fire and Emergency Services, Brampton Ont.
- Mississauga Fire & Emergency Services, Mississauga Ont.
- Toronto Fire Services, Toronto Ont.
- Fairview Fire Services, Fairview AB
- Mackenzie County Fire Services, Zama AB

Author: Al Hoggan **Review by:** _____ **CAO** _____

The DD13 Detroit Diesel engine has been investigated and both, local operators and other dealerships, have informed us that we will be quite satisfied with our choice of the 450 hp Detroit Diesel engine particularly when matched with the Allison EVS 4000 emergency services transmission. The DD13 is a Bluetec emission compliant engine.

The choice of axles (46,000lb rears and 16,000 lb front) is an excellent choice given the weights and roads where the truck is likely to operate.

The fire specific equipment is necessary for the intended duty of the truck. The front mounted and cab operated sprayer unit is specifically designed for fighting grass fires. The PTO operated "pump and go" feature allows for side spraying while the unit is rolling. The 3000 gallon tank doubles the capacity of the current unit and the 3500 gallon portable tank will allow for virtually continuous water application at any fire sight.

Additionally the proposed tanker truck is a "baffled" unit which significantly increases the safety factor when operating the vehicle with full or partial loads of water.

Questions were raised regarding the comparison to the recently (last year) purchased fire tanker truck by the High Level Fire Department. That particular unit only has a 2500 gallon tank with a 330 hp Cummins engine. Hence the difference in price.

Mackenzie County currently owns and operates a fire tanker truck on the Freightliner chassis (Zama Fire-hall) and our maintenance personnel have reported no significant issues with this unit.

The options have remained essentially the same as the previous Request for Decision.

Option #1

Amend the 2011 Capital Budget to allow the purchase of the new fire tanker truck.

Option #2

Cancel the project and re-tender in the 2012 budget year.

COSTS & SOURCE OF FUNDING:

The lowest qualified bid was \$316,347.00. The original budgeted amount was \$230,000.00. This leaves a deficiency of \$86,347.00

Should option #1 be accepted the source of funding would be the Emergency Reserve.

Should option #2 be accepted the source of funding (pending budget deliberations) would be the 2012 Capital Budget.

Author: Al Hoggan Review by: _____ CAO _____

RECOMMENDED ACTION:

Motion 1 (Requires 2/3)

That the 2011 Capital Budget be amended to include an additional \$86,347.00 with funding coming from the Emergency Reserve for the La Crete Fire Hall fire tanker truck.

Motion 2

That the lowest qualified bid for the purchase of the La Crete Fire Hall fire tanker truck be accepted.

Author: Al Hoggan Review by: _____ CAO _____



MACKENZIE COUNTY

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	September 23, 2011
Presented By:	Al Hoggan, Director of Community and Protective Services
Title:	Hutch Lake Shelter and Playground Equipment

BACKGROUND / PROPOSAL:

In 2008 Provincial Parks agreed to a three year commitment of capital/operating funding for Hutch Lake. As part of the agreement Mackenzie County needed to provide Provincial Parks a yearly summary of what those capital/operating items were. As such administration again provided Provincial Parks a list, and a Letter of Agreement came back with a maximum funding amount of \$40,000.00 for the 2011 season.

OPTIONS & BENEFITS:

The benefit of such funding would allow the County to further beautify the Hutch Lake Campground and give the users access to more facilities within the day use area.

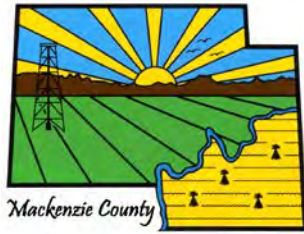
COSTS & SOURCE OF FUNDING:

The funding is coming from Provincial Parks through a Letter of Agreement.

RECOMMENDED ACTION:

That the 2011 Budget be amended to include \$40,000.00 for the Hutch Lake Shelter and Playground Equipment with the funding coming from Provincial Parks.

Author: C. Friesen **Reviewed By:** _____ **CAO** _____



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	September 23, 2011
Presented By:	Al Hoggan, Director of Community and Protective Services
Title:	Fort Vermilion Office – Safety Concerns

BACKGROUND / PROPOSAL:

There have been serious safety and other concerns with the old part of the Fort Vermilion Office. In particular:

1. Due to some reasons, there is a substantial amount of heat escape through the roof. This contributes to substantial amount of ice build up on the roof of the old part of the FV office;
2. Every winter, there is a substantial amount of ice buildup on the sidewalk and at the corner of the building that is used by the staff to access the back office door.

OPTIONS & BENEFITS:

The above mentioned issues were not addressed in the new office contract.

In order to establish a plan of action to address the current heat escape and ice build-up issues, some funding is required to engage a professional firm.

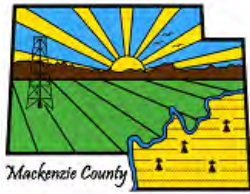
COSTS & SOURCE OF FUNDING:

General Operating Reserve

RECOMMENDED ACTION: (requires 2/3)

That the 2011 budget be amended to include \$10,000 towards the Thermo Heat Study for the Fort Vermilion office (old portion of the building) with funding coming from the General Operating Reserve.

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



MACKENZIE COUNTY

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	September 23, 2011
Presented By:	John Klassen, Director of Operations
Title:	Radio Communications

BACKGROUND / PROPOSAL:

Recently Mackenzie County developed a Cell Phone standard operating procedure which minimized the number of cell phones owned by the County and provides an option for employees to sign up with their own cell phone and receive a predetermined monthly reimbursement.

Some employees cannot or chose not to sign up using their own cell phone and since this was a County initiated direction in order to control the cost of communications I feel it is our responsibility to provide a form of communication for field staff in case of emergencies and to receive general direction from the supervisors.

This will be a onetime cost to purchase and install radios in each piece of County equipment which should be offset within six months or less, depending how much the cell phone bills are reduced due to the implementation of the new procedure.

There will be a small annual fee to register two or three County channels with the option of accessing the Alberta Road Channel which is used by most of the contractors and trucking firms within the region.

Currently about 30% of our equipment is outfitted with this type of radio and this recommendation will complete the rest of the fleet.

OPTIONS & BENEFITS:

The benefits are the anticipated long term savings, meanwhile providing communication between field staff for general operations and emergency's.

Author: John Klassen **Review Date:** _____ **CAO** _____

COSTS & SOURCE OF FUNDING:

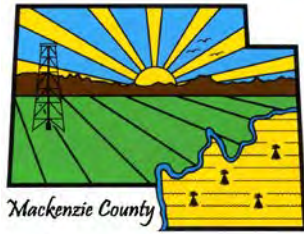
The cost to outfit all remaining County equipment with radios and a base unit in each shop is estimated at \$20,000 with an annual fee of \$1,500 for three channels.

To be funded from the General Operating Reserve.

RECOMMENDED ACTION:

That the 2011 budget be amended to include purchase and installation of radios in all required County equipment, including registration of three County channels, at the cost of \$20,000 with funding coming from the General Operating Reserve.

Author: John Klassen Review Date: _____ CAO _____



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	September 23, 2011
Presented By:	Marion Krahn, Supervisor of Planning Services
Title:	Development Permit 238-DP-11 Aircraft Hangar at La Crete Airport (La Crete Rural)

BACKGROUND / PROPOSAL:

The Development Department received a Development Permit application for an Aircraft Hangar on a leased lot at the La Crete Airport (Part of S ½ 1-106-15-W5M (Plan 852 1266, Block OT, Lot 10)).

This permit is presented to Council in accordance with Motion 10-02-127 which states:

That any development in the airport areas within the municipality be brought to Council to control development within one mile to protect the flight paths until the AVPA takes over development.

OPTIONS & BENEFITS:

The subject lot is located to the east of the Jake Fehr hanger. The applicant requested that he be allowed to place his hangar with the same setback from the north boundary as was given to Jake Fehr. The Jake Fehr hangar was approved with a 5 foot north yard setback however this was allowed as a result of the west yard being considered as being the front yard. The actual hangar has since been constructed facing north and in accordance with the attached airport plan, the building has been placed 20 feet from the north property line.

At present, no specific Airport setbacks have been established as this is intended to be adopted in conjunction with the AVPA. Current and past practice is to use the Hamlet Commercial District 1 "HC1" setback requirements when considering development at the airport. This zoning district requires the following:

Author: M. Krahn **Reviewed by:** _____ **CAO** J. Roy Brideau

- 30 feet (9.1 meters) front yard setback,
- 5 feet (1.5 meters) side yard setback, and
- 10 feet (3.05 meters) rear yard setback.

Given that the subject lot is bounded on both the north and east sides by a taxiway and that the applicant wants access the lot from both sides, the question raised is which side of the lot is considered the front yard. In accordance with the submitted blueprints, the applicant will access the taxiway to the north of the lot only however, the applicant advised that in the future he would like to construct a leanto addition to this building for additional storage accessed from the east side. This leanto could include the storage of aircrafts. If Council determines that both the north and east side yards are front yards, then consideration should be given as to whether the 30 foot setback will be applied to both sides or if Council is willing to grant a variance of the setback in order to allow the developer to construct the hangar as requested.

Review of the other two existing hangars at the La Crete Airport revealed that they may not meet the currently used setback requirements. One of these hangars was approved using the Agricultural District 1 (A1) setback requirements (135 feet from any road allowance and 50 feet from any other property line) and no permit was found for the other hangar. Based on the La Crete Airport Plan and the site inspection conducted by staff, these two hangars are approximately 5-10 feet east of the taxiway.

The draft Airport Vicinity Protection Area (AVPA) includes a Bird Hazard Zone, an Obstacle Limitation Surface and a Noise Contour map (attached). The subject lands are located within these three zones however the proposed building does not exceed the maximum building height in this area (34.78 feet/10.6 meters) and the Bird Hazard Area does not prohibit the proposed building. The noise Contour Area references specific zoning districts and the uses that are allowed within each however these zoning districts have not been provided to the County. Administration is in the process of obtaining these zoning districts and hopes to have them in time for the Council meeting.

OPTION 1: Approve Development Permit 238-DP-11 on Part of S ½ 1-106-15-W5M (Plan 852 1266, Block OT, Lot 10) with setbacks as requested and shown in Option 1 attached.

OPTION 2: Approve Development Permit 238-DP-11 on Part of S ½ 1-106-15-W5M (Plan 852 1266, Block OT, Lot 10) with minimum setbacks as shown in Option 2 attached.

OPTION 3: Approve Development Permit 238-DP-11 on Part of S ½ 1-106-15-W5M (Plan 852 1266, Block OT, Lot 10) with setbacks and conditions as determined by Council.

Author: M. Krahn Reviewed by: _____ CAO J. Roy Brideau

COSTS & SOURCE OF FUNDING:

All costs will be borne by the applicant.

RECOMMENDED ACTION:

OPTION 1

That Development Permit 238-DP-11 on Part of S ½ 1-106-15-W5M (Plan 852 1266, Block OT, Lot 10) in the name of Ernie Driedger be APPROVED as presented in Option 1.

Author: M. Krahn Reviewed by: _____ CAO J. Roy Brideau



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

Development Approving Authority

Application No.: **238-DP-11 (OPTION 1)**
Legal Description: S ½ 1-106-15-W5M
(Plan 852 1266, Block OT, Lot 10)
Applicant: Ernie Driedger
Address: Box 931
La Crete AB T0H 2H0
Development: **Aircraft Hanger**
DECISION: **APPROVED (See Attached Conditions)**

Development Permit

This permit is issued subject to the following conditions:

- (a) That the development or construction shall comply with the conditions of the decision herein contained or attached.
- (b) That the development or construction will be carried out in accordance with the approved plans and application.
- (c) This permit is valid for a period of 12 months from the date of issue or the date of an approved decision of the Subdivision and Development Appeal Board. If at the expiry of this period the development or construction has not been commenced or carried out with reasonable diligence this permit shall be invalid.

Dated September 23, 2011

Bill Neufeld, Reeve



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

Development Approving Authority

238-DP-11

CONDITIONS OF APPROVAL

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

1. Minimum aircraft hanger setbacks shall be:

North Yard:

6.1 meters (20 feet) from the north property line.

East Yard:

9.1 meters (30 feet) from the east property line

South Yard:

1.52 meters (5 feet) from the south property line

West Yard:

3.05 meters (10 feet) from the west property line

or setbacks required by Alberta Safety Codes and Alberta Transportation, whichever is greater. It is the responsibility of the developer to find out the Alberta Safety Codes and Alberta Transportation setbacks.

2. **The highest point of the Aircraft Hanger shall be no more than 10.6 meters (34.78 feet) from grade to roof peak.**
3. Where applicable, the applicant must obtain approval from NAV Canada. All the conditions and requirements set forth by NAV Canada, Transport Canada and/or any other Government Agencies shall be adhered to.
4. **The Aircraft Hanger shall meet all applicable Alberta Safety Code requirements and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.**
5. **Obtain written approval from Alberta Transportation regarding the proposed development prior to commencement of the development. Contact Robert Lindsay at 780-624-6547.**
6. **All conditions and requirements by Alberta Transportation are to be met to their specifications and standards.**
7. No ancillary building erected/or moved onto the site shall be used as a dwelling.

8. **This permit approval is subject to the access from the internal road 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. All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2009.
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 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.

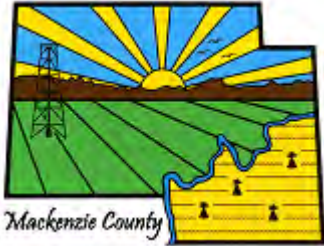
Please note

1. Mackenzie County does not conduct independent environmental or land suitability checks. If the applicant is concerned about the suitability of the property for any purpose, the owner/applicant should conduct the proper tests. Mackenzie County, when issuing a development permit, makes no representation in regards to the suitability of the property for any purpose or as to the presence or absence of environmental contaminants of the property.
2. Obtain all the required Safety Codes Permits pertaining to your development. These permits consist of Building, Gas (Propane), Electrical, Plumbing and Private Sewage Disposal Systems.
3. Call 'Alberta-One-Call' before you dig. (1-800-242-3447).

It is the responsibility of the developer to ensure that the proposed development meets the requirements of the provincial Safety Codes Act. For more information on the necessary Safety Codes Permits, contact Mackenzie County's Permit Clerk at 780-928-3983.

September 23, 2011
Date of Issue of Notice of Decision

Bill Neufeld, Reeve



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

Development Approving Authority

Application No.: **238-DP-11 (OPTION 2)**
Legal Description: S ½ 1-106-15-W5M
(Plan 852 1266, Block OT, Lot 10)
Applicant: Ernie Driedger
Address: Box 931
La Crete AB T0H 2H0
Development: **Aircraft Hanger**
DECISION: **APPROVED (See Attached Conditions)**

Development Permit

This permit is issued subject to the following conditions:

- (a) That the development or construction shall comply with the conditions of the decision herein contained or attached.
- (b) That the development or construction will be carried out in accordance with the approved plans and application.
- (c) This permit is valid for a period of 12 months from the date of issue or the date of an approved decision of the Subdivision and Development Appeal Board. If at the expiry of this period the development or construction has not been commenced or carried out with reasonable diligence this permit shall be invalid.

Dated September 23, 2011

Bill Neufeld, Reeve



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

Development Approving Authority

238-DP-11

CONDITIONS OF APPROVAL

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

1. Minimum aircraft hanger setbacks shall be:

North and East Yard:

9.1 meters (30 feet) from the east property line

South Yard:

1.52 meters (5 feet) from the south property line

West Yard:

3.05 meters (10 feet) from the west property line

or setbacks required by Alberta Safety Codes and Alberta Transportation, whichever is greater. It is the responsibility of the developer to find out the Alberta Safety Codes and Alberta Transportation setbacks.

2. **The highest point of the Aircraft Hanger shall be no more than 10.6 meters (34.78 feet) from grade to roof peak.**
3. Where applicable, the applicant must obtain approval from NAV Canada. All the conditions and requirements set forth by NAV Canada, Transport Canada and/or any other Government Agencies shall be adhered to.
4. **The Aircraft Hanger shall meet all applicable Alberta Safety Code requirements and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.**
5. **Obtain written approval from Alberta Transportation regarding the proposed development prior to commencement of the development. Contact Robert Lindsay at 780-624-6547.**
6. **All conditions and requirements by Alberta Transportation are to be met to their specifications and standards.**
7. No ancillary building erected/or moved onto the site shall be used as a dwelling.
8. **This permit approval is subject to the access from the internal road 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. All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2009.
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 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.

Please note

1. Mackenzie County does not conduct independent environmental or land suitability checks. If the applicant is concerned about the suitability of the property for any purpose, the owner/applicant should conduct the proper tests. Mackenzie County, when issuing a development permit, makes no representation in regards to the suitability of the property for any purpose or as to the presence or absence of environmental contaminants of the property.
2. Obtain all the required Safety Codes Permits pertaining to your development. These permits consist of Building, Gas (Propane), Electrical, Plumbing and Private Sewage Disposal Systems.
3. Call 'Alberta-One-Call' before you dig. (1-800-242-3447).

It is the responsibility of the developer to ensure that the proposed development meets the requirements of the provincial Safety Codes Act. For more information on the necessary Safety Codes Permits, contact Mackenzie County's Permit Clerk at 780-928-3983.

September 23, 2011
Date of Issue of Notice of Decision

Bill Neufeld, Reeve



Mackenzie County

DEVELOPMENT PERMIT APPLICATION

Admin Use Only
Development Permit # <i>238-00-11</i>
Date Received <i>Sept 16/11</i>
Date Accepted <i>Sept 19/11</i>

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

APPLICANT INFORMATION					
Applicant Name <i>Ernie Driedger</i>			Registered Landowner Name (If different than Applicant) <i>Mackenzie County</i>		
Address <i>Box 931 La Crete AB</i>			Address <i>Box 640 Fort Vermilion AB</i>		
Postal Code <i>T0A 2H0</i>	Telephone (Res)	Work or Cell <i>6-9400</i>	Postal Code <i>T0A 2H0</i>	Telephone (Res) <i>7-3718</i>	Work or Cell

LAND INFORMATION									
Legal description of proposed development site									
QTR/L.S. <i>5 1/2</i>	SEC <i>1</i>	TWP. <i>106</i>	RG <i>15</i>	M <i>5</i>	or	Registered Plan # <i>852 1206</i>	Block <i>0T</i>	Lot <i>10</i>	Stall
Quarter Section <input type="checkbox"/>	Acreage <input type="checkbox"/>	Hamlet Lot <input type="checkbox"/>	MLL/MSL/TFA <input type="checkbox"/>	Acres/Ha <input type="checkbox"/>	Civic Address <i>La Crete Rural</i>				
					Hamlet <i>La Crete Airport</i>				
Description of existing use of land <i>Vacant</i>									

DEVELOPMENT INFORMATION			
Describe proposed development: <i>Aircraft hangar, future plan is to add a lean to addition to east side</i>			
<input type="checkbox"/> Dwelling (Inc home additions)	<input type="checkbox"/> Temporary Structure	<input checked="" type="checkbox"/> Other _____	
<input type="checkbox"/> Secondary residence	<input type="checkbox"/> Garage, shop, shed (circle one)	<input type="checkbox"/> Commercial /Industrial Building	
<input type="checkbox"/> Modular/Manufactured Home	<input type="checkbox"/> Moved in Building	<input type="checkbox"/> Public Use Building	
Complies With:		Offsite Levy (If Required):	
MDP Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	ASP Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	AVPA Yes <input type="checkbox"/> No <input type="checkbox"/>	Connection Fee \$ <i>None</i> Receipt Number <i>None</i>

Building Size

Length 80'	Width 60'	Height 28-30	Sq ² 4800	Other
---------------	--------------	-----------------	-------------------------	-------

The land is adjacent to: Primary Highway Secondary Highway Local Road Hamlet Road

Estimate project time and cost:

A. Start Date Oct 2011	B. End Date Oct 2012	c. Completed Project Cost \$ 150,000 approx
---------------------------	-------------------------	--

elevation

Attached is: (a) Site plan Yes (b) Floor plans Yes

A site plan and blueprints are required for all Development Permit applications unless otherwise specified by the County Planning Department. In addition, all commercial, industrial and multi-family Development Permit applications are required to include a site plan prepared by a surveyor or engineer and such site plan shall show the proposed building with setbacks from property lines, parking stalls, entry onto and exits off of the lot and any other information as required by the County to render a decision.

GEOGRAPHIC INFORMATION

Is there any of the following within 1/2 mile of the proposed development: (mark Y (yes) or N (no) and provide details for Y)

<input checked="" type="checkbox"/> Land Fill or garbage disposal site	<input checked="" type="checkbox"/> Confined Feedlot Operation	<input checked="" type="checkbox"/> Slope /Coulee/Valley or Ravine
<input checked="" type="checkbox"/> Sewage treatment or Sewage Lagoon	<input checked="" type="checkbox"/> Sour Gas Well or pipeline	
<input checked="" type="checkbox"/> River or Waterbody	<input checked="" type="checkbox"/> Multi lot Residential subdivision	Access Approval Date: Sept 16/11

Access:

Is there an Existing Access to proposed site? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> <i>A County Approved Access is required before a Development Permit can be issued (except for site development)</i>	Does the site location require an access or road to be built to the proposed site? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
---	---

DECLARATION

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

Applicant Name (Print) Ernie Driedger		Registered Land Owner Name (Print)	
Applicant Name (Signature) <i>[Signature]</i>	Date Sept 16/11	Registered Land Owner (Signature)	Date

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

FOR ADMINISTRATIVE USE ONLY

Land Use Classification: AUPA Tax Roll No: _____

Class of Use: Personal Permitted/Discretionary: Disc
(Commercial/Industrial/Residential/Institutional/Home Based Business)

Proposed Use: Aircraft hangar

Development Application Fee Enclosed: Yes No Amount \$ 25.00 Receipt No: 138340

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

Fort Vermilion Office: P.O. Box 640 Fort Vermilion AB T0H 1N0 Phone: (780) 927-3718 Fax: (780) 928-4266

Email: llambert@mackenziecounty.com

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

Email: mkrahn@mackenziecounty.com or cafriesen@mackenziecounty.com



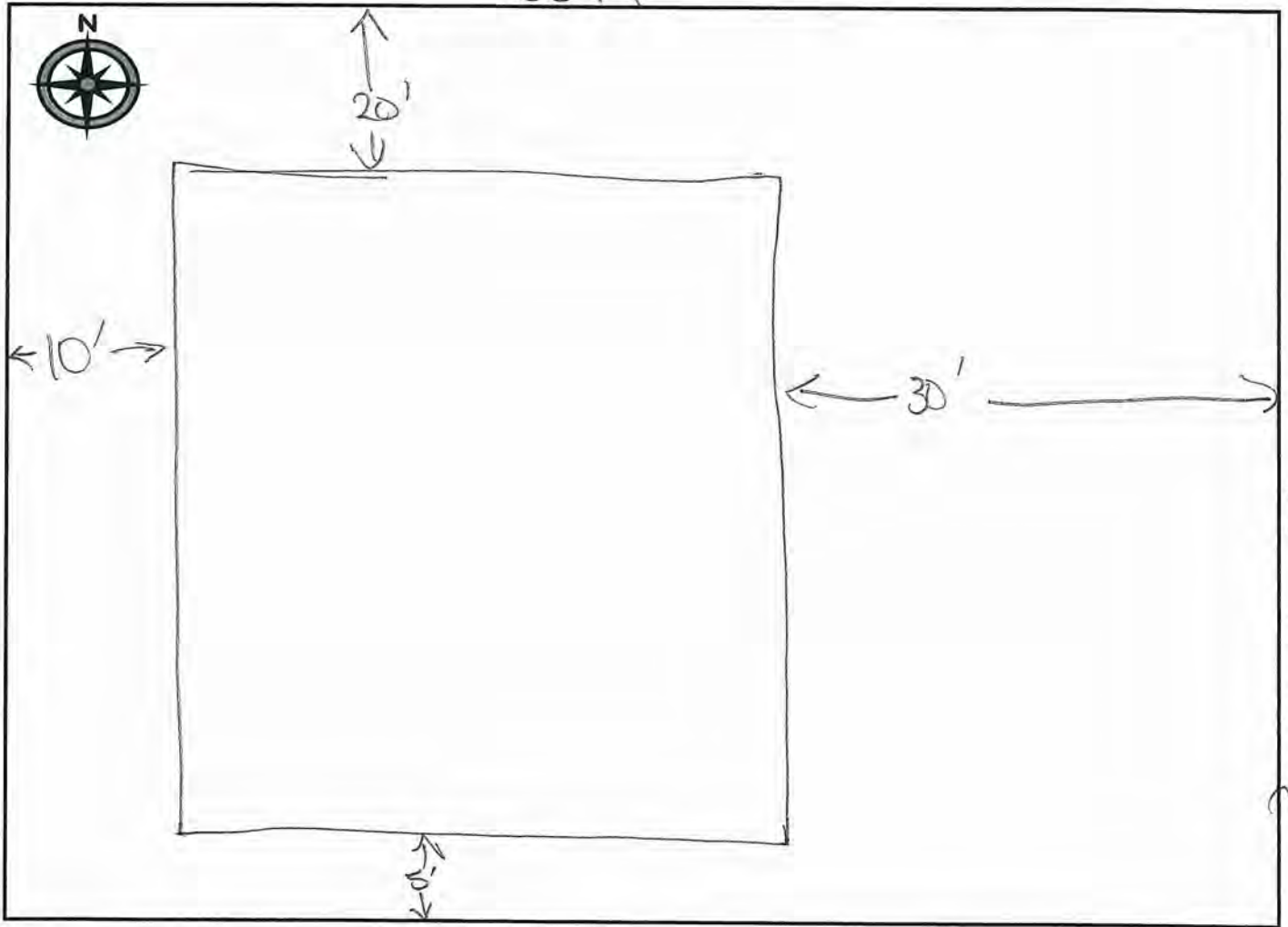
Development Permit Application

SITE PLAN

QTR./L.S. SEC TWP RG M PLAN NO. BLK. LOT Size of Parcel
 5 1/2 1 106 15 5 or 8521266 OT 10 and _____ ac. ha.

Date of site plan: _____
 Remarks: Taxiway

 _____ 30M _____



Information Checklist for site plan

- | | |
|---|--|
| <input type="checkbox"/> location/distance of existing buildings from property lines
<input type="checkbox"/> location of access/driveway, and distance from intersections
<input type="checkbox"/> location of shelterbelts and/or treed areas
<input type="checkbox"/> location of parking and loading areas | <input type="checkbox"/> location/distance of proposed buildings from property lines
<input type="checkbox"/> ravines, creeks, lakes, sloughs, and any other water bodies
<input type="checkbox"/> location of road(s), road allowances
<input type="checkbox"/> length and width of property |
|---|--|

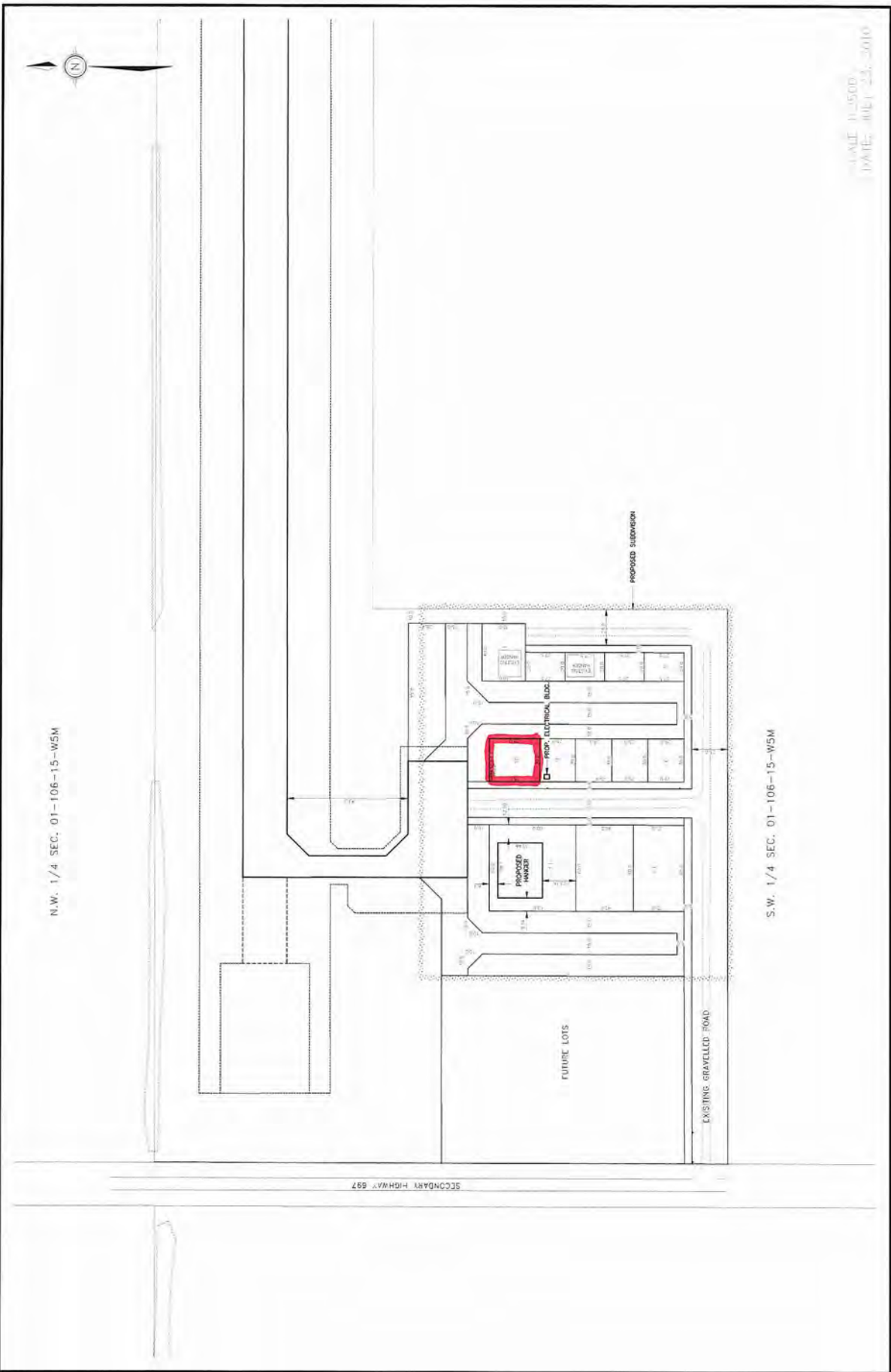
Setbacks from Property Lines

FRONT YARD	(ft)
<u>20</u>	m

REAR YARD	(ft)
<u>10</u>	m

SIDE YARD (1)	(ft)
<u>30</u>	m

SIDE YARD (2)	(ft)
<u>20</u>	m



SCALE: 1"=500'
DATE: JULY 23, 2010

N.W. 1/4 SEC. 01-106-15-W5M

S.W. 1/4 SEC. 01-106-15-W5M

SECONDARY HIGHWAY 697

FUTURE LOTS

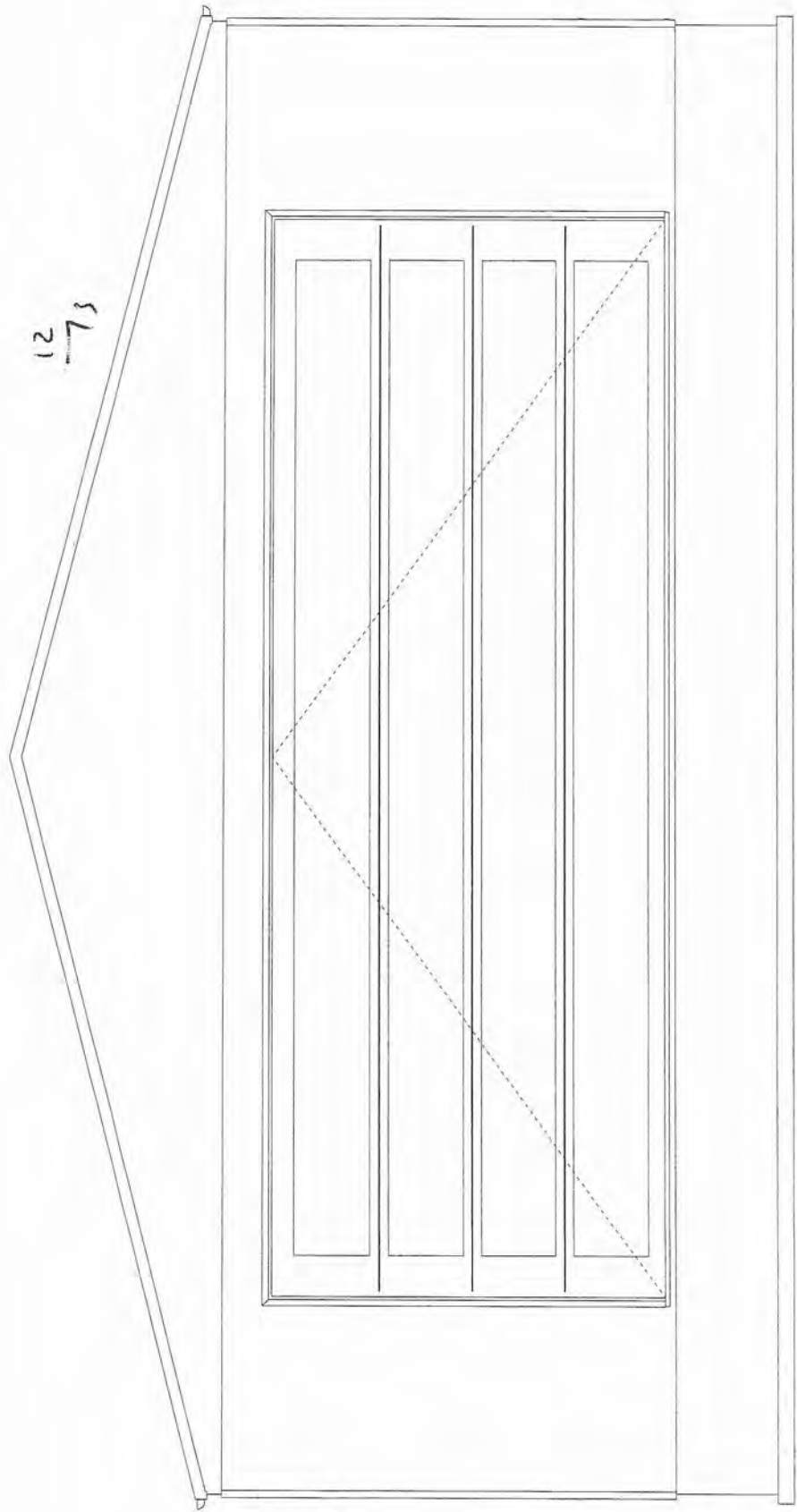
EXISTING GRAVELLED ROAD

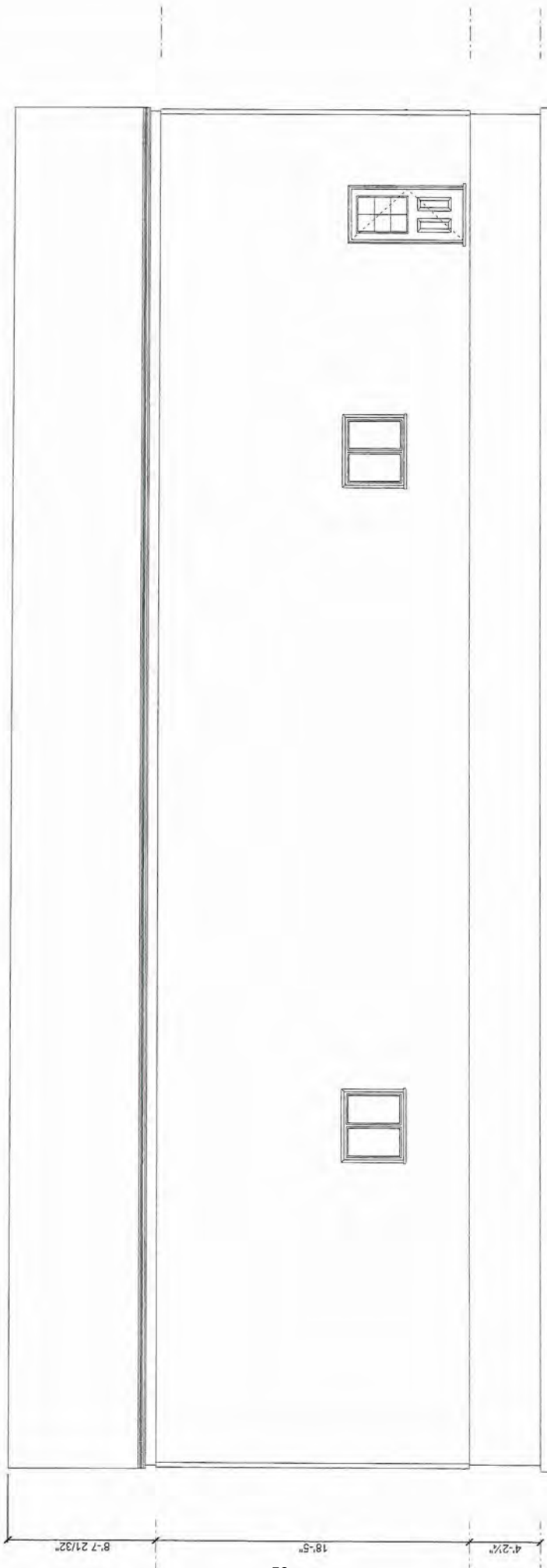
PROPOSED SUBDIVISION

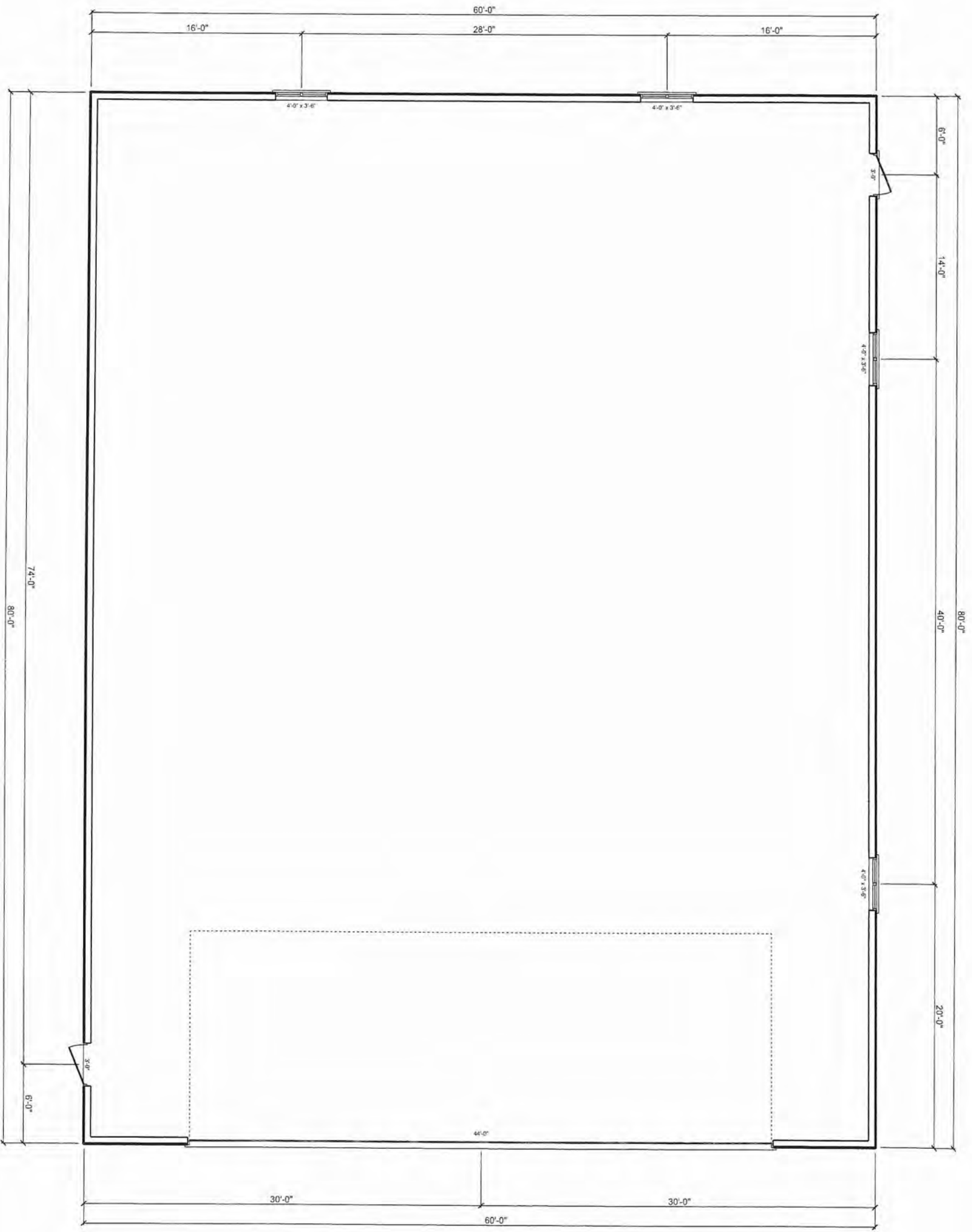
PROPOSED ELECTRICAL BLDG.

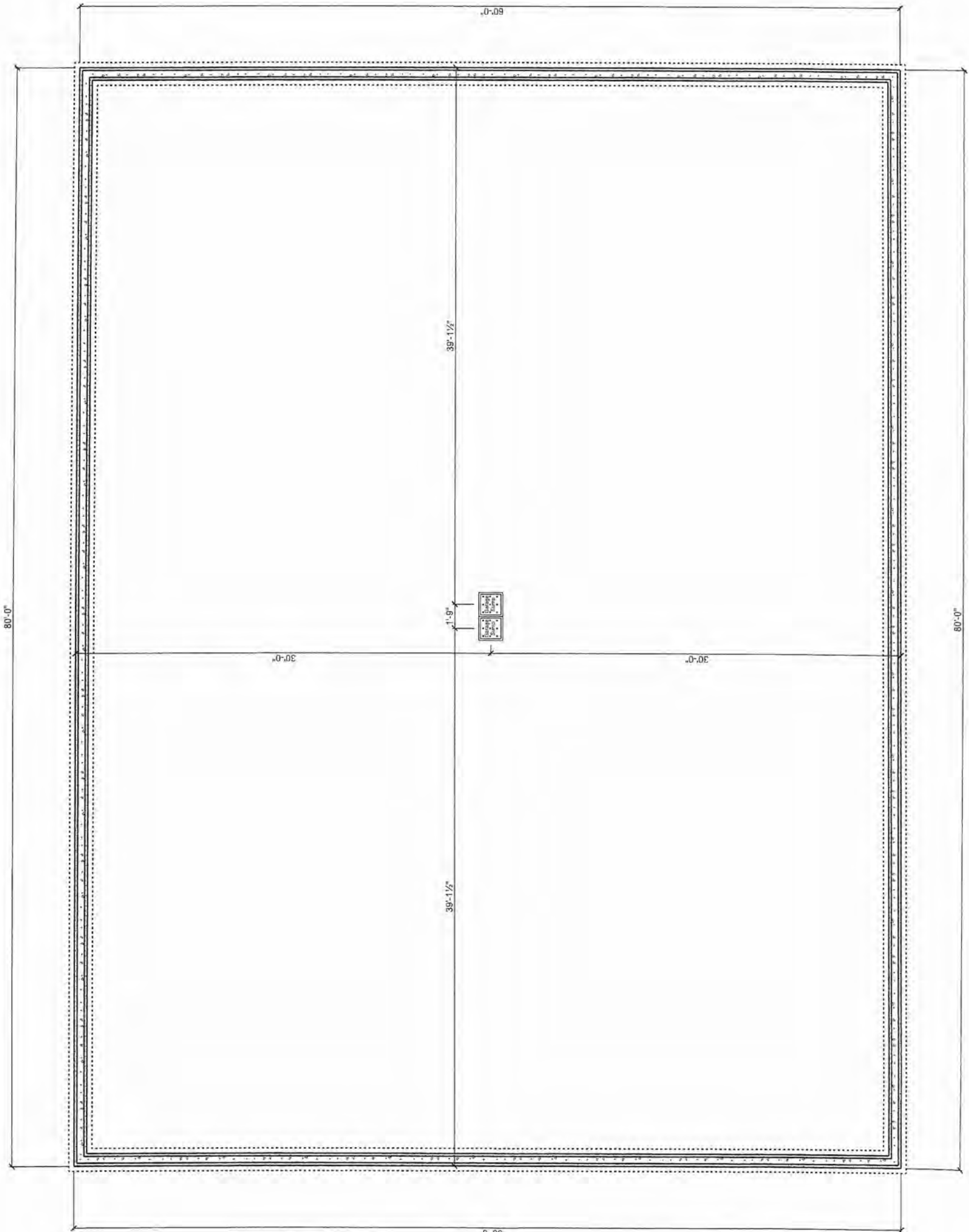
PROPOSED WAREHOUSE

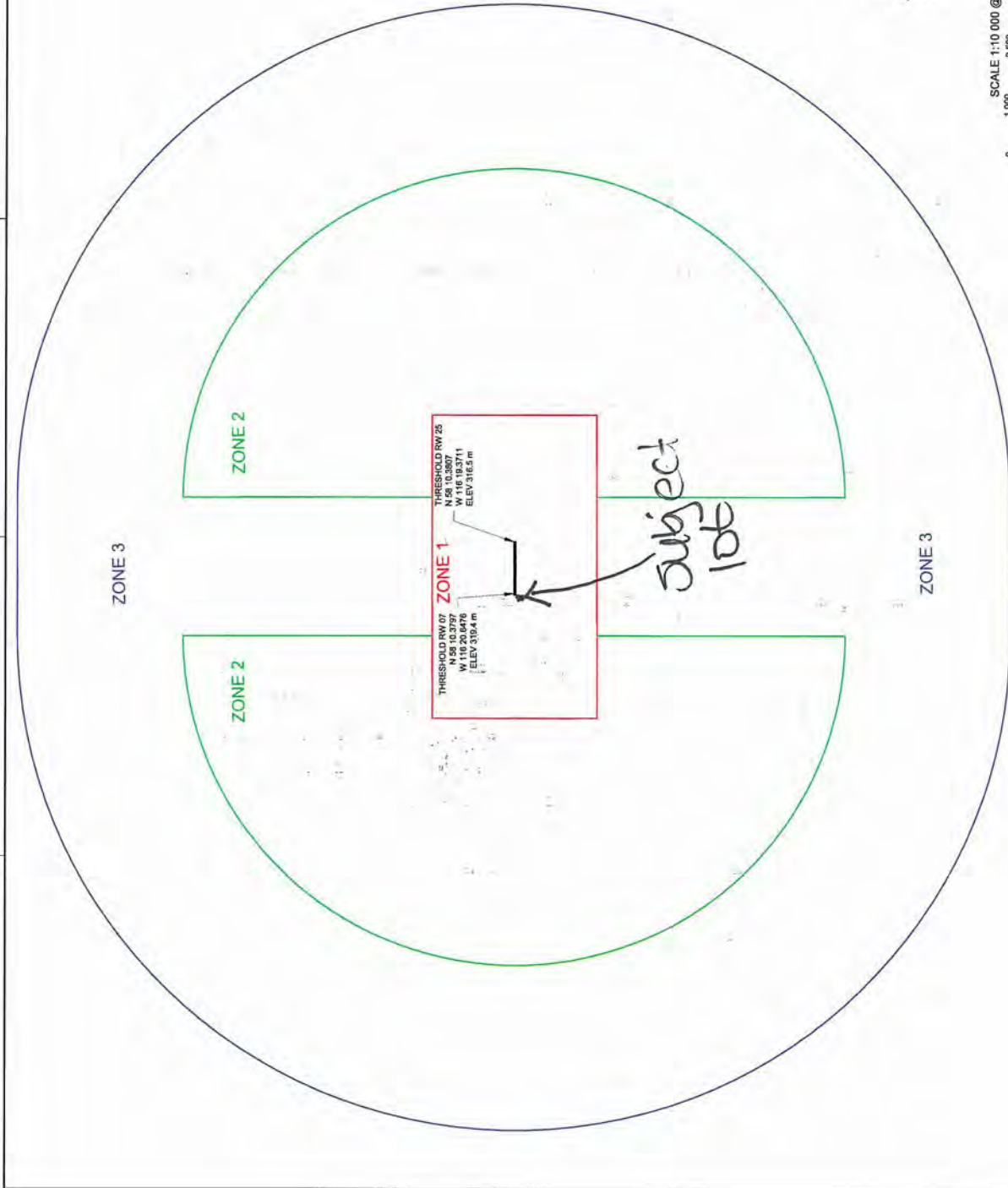
Ernie Dodger











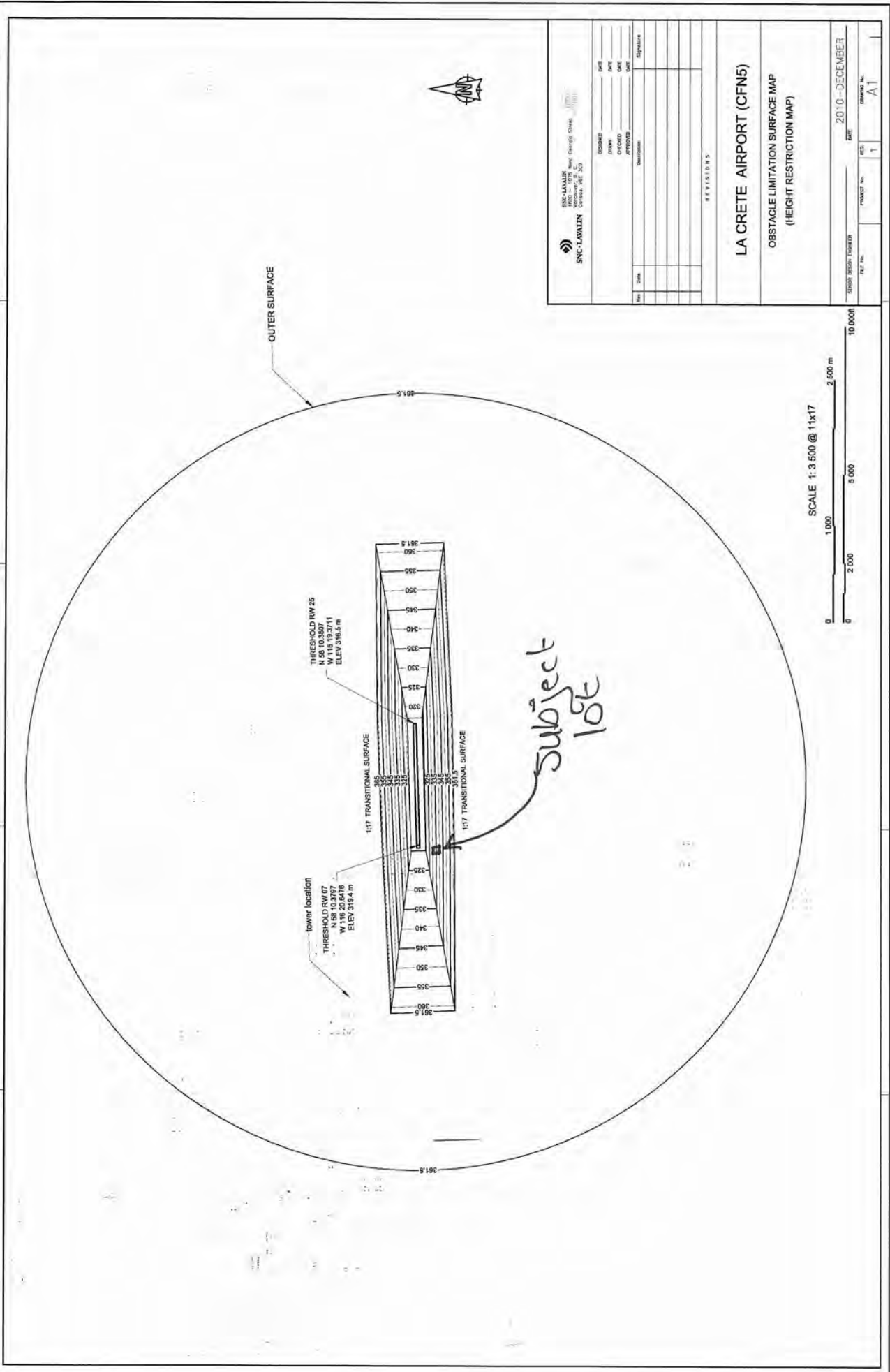
Note:

Zone 1 means the area defined by a rectangle that fully encloses the runway and extends 3 km beyond the runway threshold in each direction and 2 km on either side of the runway centreline

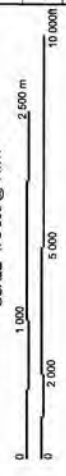
Zone 2 means the area at each end of the runway bounded by a semicircle with its centre on the extended centreline 1 km from the runway threshold and a radius of 8km, excluding the intersections with Zone 1

Zone 3 means the area enclosed by two semicircles, each with its centre on the extended centreline 1 km from opposing runway thresholds and a radius of 12 km, connected at their ends by two lines parallel to the runway centreline, excluding the intersections with Zone 1 and Zone 2.

		SNC-LAWALIN 1000, rue 1275, Saint-Germain, Québec, QC G2N 1A1 Téléphone: 514 353-2222	
DESIGNER	DATE		
DRAWN	DATE		
APPROVED	DATE		
Description		Signature	
REVISED			
LA CRETE AIRPORT (CFN5)			
BIRD HAZARD ZONE MAP (BIRD ATTRACTION RESTRICTION MAP)			
EDWARD BROWN ENGINEERS	PROJECT No.	REV.	DATE
		1	2010-DECEMBER
FILE No.			DRAWING No.
			A1



SCALE 1:3 500 @ 11x17



SNC-LAWALIN
 850 - 4075 Ave. George Gauthier
 Dorval, Qc H9P 1C9

DESIGNED	DATE
DRAWN	DATE
CHECKED	DATE
APPROVED	DATE
Signature	

REVISIONS

No.	Date	Description

LA CRETE AIRPORT (CFN5)

OBSTACLE LIMITATION SURFACE MAP
(HEIGHT RESTRICTION MAP)

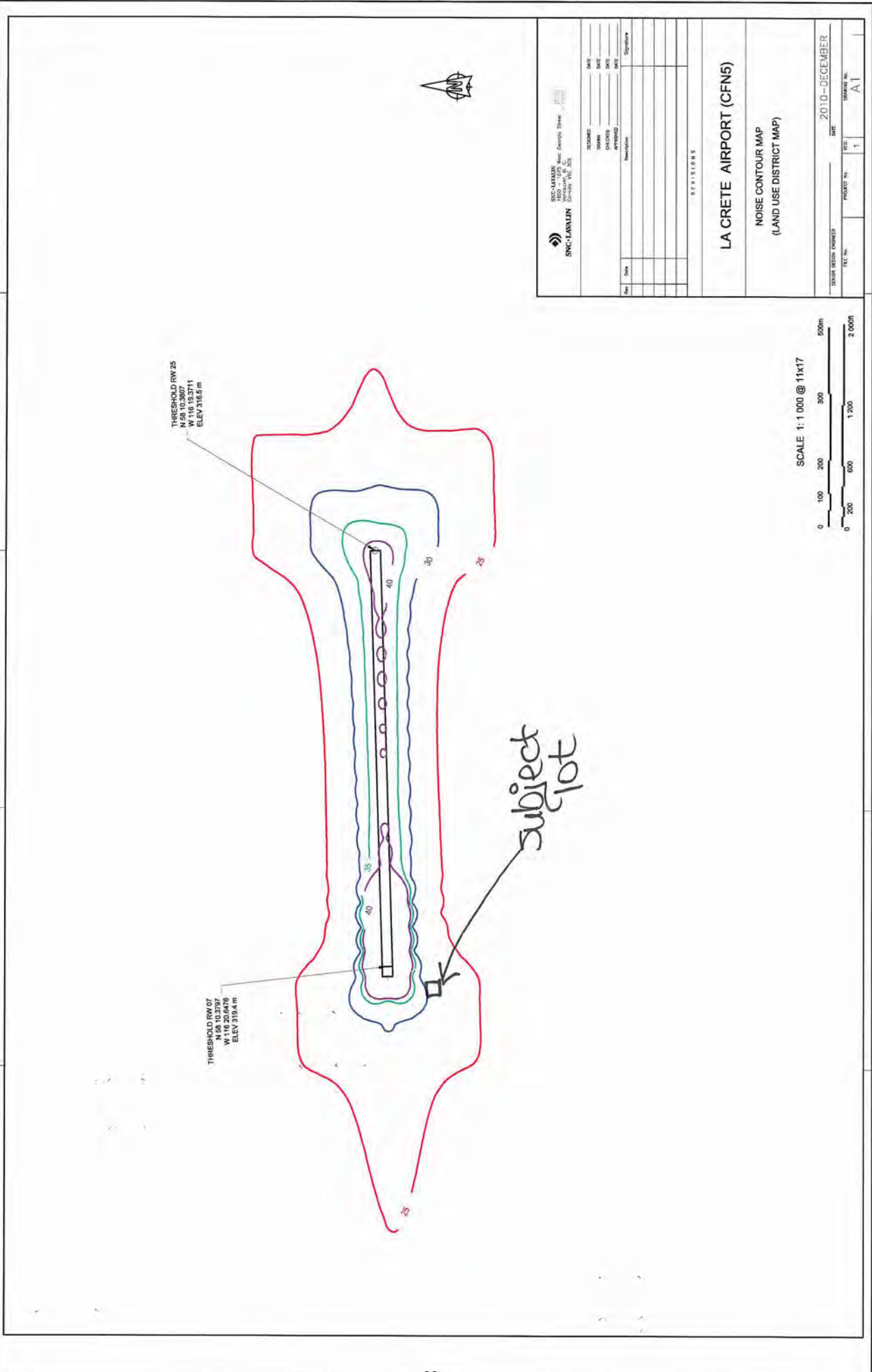
LEAF No. _____

PROJECT No. _____

DATE: 2010-DECEMBER

REV. 1

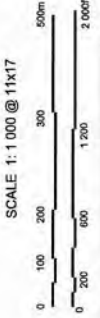
DRAWN BY: A1



THRESHOLD RW 25
 N 58 10 3627
 W 116 20 6478
 ELEV 318.5 m

THRESHOLD RW 07
 N 58 10 3797
 W 116 20 6478
 ELEV 318.4 m

subject plot



SNC-LAWLIN
 1825 West 112th Street, Suite 100
 Burnaby, BC V5G 1Y1

REV	Date	Description	Author	Checked	Date	Signature

PROJECT No. 1
 SHEET No. A1

LA CRETE AIRPORT (CFN5)
 NOISE CONTOUR MAP
 (LAND USE DISTRICT MAP)

DATE: 2010-DECEMBER
 SCALE: 1:1,000

Hwy 697

90^

AIRPORT
852 1266

SW1 106-15-5

SE1 106-15-5

902 2277

ROADWAY

North





Hwy 697

North

AIRPORT

852 1266

Subject Leased Lot



MACKENZIE COUNTY

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	September 23, 2011
Presented By:	Marion Krahn, Supervisor of Planning Services
Title:	PUBLIC HEARING RECONVENENCE Bylaw 791-10 Land Use Bylaw

BACKGROUND / PROPOSAL:

Bylaw 791-10, being a Land Use Bylaw, received first reading at the December 14, 2010 Council meeting. Public meetings were held in February and the input received from the public, Mackenzie Municipal Services Agency (MMSA), the Municipal Planning Commission (MPC) and staff were presented to Council on March 30th, 2011 where the Bylaw was tabled. The matter was presented to Council again on April 28, 2011 where the following motion was made:

Motion 11-04-409 That the Planning Department be directed to proceed with the amendment and completion of Land Use Bylaw 791-10 as presented.

The revisions, as directed by Council, have been made with exception to the changes for signs and the flood prone map. The changes for signs are under review and will be brought forward at a later date. The change suggested to the flood prone map is for the addition of color to better indicate the flood area however the current map format does not allow changes. In addition, the flood hazard area forms part of the Fort Vermilion Area Structure Plan (ASP) and therefore, the map can be updated once the ASP has been completed.

Additional changes to the draft Land Use Bylaw have been completed as follows:

- Section 1.4 – changed to state that Bylaw 791-10 repeals and replaces Bylaw 462-04,
- Technical, formatting corrections,
- Section 7.3 Animals – changed to state that no livestock, except for usual domestic pets, are allowed in any part of any Hamlet. This change was made to

Author: M. Krahn **Review by:** _____ **CAO** J. Roy Brideau

clarify the previous wording which could be interpreted to mean that livestock was allowed within various areas of the Hamlets, and

- Section 8.27 Urban Fringe - All uses amended to discretionary as per MPC motion 11-076 which states:

That the Municipal Planning Commission recommendation to Council be to amend Bylaw 791-10, being the draft Land Use Bylaw, to include all uses in the Urban Reserve District "UR" as discretionary uses.

Public hearing of this Bylaw was commenced and tabled at the July 27, 2011 Council meeting due to a staff error regarding consultation with the Inter-Municipal Planning Commission (IMPC). The draft Bylaw has since been presented to the IMPC on July 28, 2011, where the matter was tabled, and again on September 1, 2011 where the following motion was made:

MOTION 01-09-006 *That the Inter-municipal Planning Commission is in support of the Mackenzie County Land Use Bylaw 791-10 and that the Mackenzie County Council moves forward with Land Use Bylaw 791-10 and gives due consideration to recommendation 6a d) and e) of the July 28, 2011 Inter-municipal Planning Commission minutes as follows:*

6a)

- d) *That a comment be added into the General Regulations regarding development that is approved by other government bodies and the process that the County will follow when asked for comments.*
- e) *That the Forestry District "F" be reviewed to determine whether or not it may remain within the Land Use Bylaw since the lands zoned Forestry District "F" are crown lands and as a result, need confirmation that the zoning district is within Mackenzie County's jurisdiction.*

The Planning Department agrees that clarity is needed as suggested in d) however feels that this matter would be better addressed by a policy as a result of such requests being made for various reasons and regarding various planning documents. If comments are requested with regard to the Municipal Development Plan (MDP), which is a higher ranking document, it does not make sense to include the provisions for such comments in a lower ranking Land Use Bylaw document.

In addition, the Planning Department agrees that further review of the Forestry District "F" should be undertaken however suggests that this matter be brought back at a later date in order to allow time to complete the necessary research. Delaying the Land Use Bylaw for this matter is not recommended.

Author: M. Krahn Review by: _____ CAO J. Roy Brideau

Copies of the draft Land Use Bylaw were provided to Council at the July 27, 2011 meeting.

OPTIONS & BENEFITS:

The subject Land Use Bylaw is seen as a tool that will update and streamline development processes, and in particular, the issuance of Development Permits as numerous uses have been changed from discretionary to permitted.

The proposed Bylaw was submitted to the Town of High Level in accordance with the Inter-Municipal Development Plan requirements. In addition, the draft Bylaw was also sent to the other adjacent municipalities and Reserves for review and comments.

Notices to the public were reviewed with Legal Counsel to ensure that appropriate notice was given prior to the adoption of the new Land Use Bylaw. Legal Counsel advised that when a Bylaw is repealed and replaced in its entirety, the only notification that is required (in accordance with the Municipal Government Act) is advertisement for two consecutive weeks in a local newspaper. The Planning Department chose to send out flyers in addition to advertisement in the Northern Pioneer and Echo.

If second and third readings are given to the Land Use Bylaw, staff will undertake to update the redistricting maps and the hamlet maps to reflect the revised zoning district names and revisions.

COSTS & SOURCE OF FUNDING:

N/A

RECOMMENDED ACTION:

MOTION 1

That second reading be given to Bylaw 791-10, being the County Land Use Bylaw.

MOTION 2

That third reading be given to Bylaw 791-10, being the County Land Use Bylaw.

Author: M. Krahn Review by: _____ CAO J. Roy Brideau

BYLAW NO. 791-10

**BEING A BYLAW OF MACKENZIE COUNTY
TO ADOPT A LAND USE BYLAW
FOR THE MACKENZIE COUNTY**

WHEREAS: Section 639 of the *Municipal Government Act*, R.S.A. 2000, C. M-26, as amended, states that every municipality must adopt a Land Use Bylaw; and

The Mackenzie County Land Use Bylaw was prepared, public consultations were held, and the bylaw was advertised; and

A public hearing shall be held on July 27, 2011 at 1:00 p.m. at the Fort Vermilion Council Chambers, Fort Vermilion, Alberta.

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

1. This Bylaw may be cited as the Mackenzie County Land Use Bylaw.
2. The document entitled "Mackenzie County Land Use Bylaw", attached to and forming part of this bylaw as Schedule "A", is adopted as the Mackenzie County Land Use Bylaw.
3. This bylaw shall come into force and take effect upon the date of third reading by Mackenzie County Council.
4. The adoption of this bylaw repeals and replaces Bylaw 462-04, and any amendments thereto, in its entirety.

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

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

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

Bill Neufeld
Reeve

J. Roy Brideau
Chief Administrative Officer

Mackenzie County

**PUBLIC HEARING RECONVENCE FOR
LAND USE BYLAW REPEAL AND REPLACEMENT**

BYLAW 791-10

Order of Presentation

_____ This Public Hearing will reconvenve at _____.

_____ Was the Public Hearing properly advertised?

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

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

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

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

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

_____ This Hearing is now closed at _____.

REMARKS/COMMENTS:

LEGALS, PUBLIC NOTICES, TENDERS, JOB OPPORTUNITIES, REAL ESTATE . . .

Rightway RONA
Building Products Inc.

Employment Opportunity

Rightway Building Products is accepting applications for the following position:
CONTRACTOR SALES ASSOCIATE
Required Immediately

Responsibilities:

- Dealing with building contractors
- Purchasing material effectively and efficiently
- Coordinating shipments and deliveries
- Customer service

Requirements:

- Knowledge of building construction and inventory management.
- Maturity and ambition with a personal desire to excel at what you do.
- You bring to the work environment the highest possible integrity and are focused on your work.
- Ability to work well with others.
- High level of attention to detail and excellent follow up skills.

Compensation: Rate of pay commensurate with experience. Benefit package.

Please submit resume to Jerry.
In person: 11305 - 95 Street
High Level, AB T0H 1Z0

Only individuals selected for an interview will be contacted.



Employment Opportunity

SHOP ATTENDANT / PARTS RUNNER
High Level

Applicants should be self motivated, willing to occasionally travel and able to work independently. Must have a valid class 5 driver's license. Successful candidates will be expected to adhere to all Dechant Construction Ltd.'s policies, including our Alcohol and Drug policy.

Wages will be negotiated based on experience.

Please fax your resume to 780-926-4415 or email to admin@dechantconstruction.ab.ca



10205-101 Street
P.O. Box 1600
La Crete, Alberta
T0H 2H0

Northern Lights Gas Co-op Ltd.
Will be accepting applications for natural gas installations for the 2011 construction season until **September 16, 2011**

Phone: 780-928-3881 Fax: 780-928-2166
Email: nlgc@telusplanet.net



MACKENZIE COUNTY

NOTICE TO RECONVENE PUBLIC HEARING FOR LAND USE BYLAW BYLAW NO. 791-10

Pursuant to the Municipal Government Act, being Chapter M-26 of the Statutes of Alberta, notice is hereby given that the Council of Mackenzie County will hold a public hearing prior to the second reading of Bylaw No. 791-10 being the Land Use Bylaw. Bylaw No. 791-10 will repeal and replace (in its entirety) Bylaw No. 462-04 (current Land Use Bylaw).

DEFINITION OF LAND USE BYLAW (LUB): means a statutory document that is adopted, pursuant to the Municipal Government Act, by Council and designed to address, among other things, the following:

- Land uses and zonings throughout the municipality,
- Development Permit, subdivision and zoning application requirements,
- Setbacks from property lines, waterbodies and embankments,
- Parcel/lot/subdivision sizes,
- Development density,
- Parking requirements,
- Development in proximity of municipal airports,
- Keeping of animals in urban areas and Rural Country Residential areas, and
- Signs.

PERSONS AFFECTED BY BYLAW NO. 791-10: the proposed Bylaw may impact everyone within Mackenzie County. We encourage you to view the proposed Bylaw at any of the County offices to determine how the proposed Bylaw may impact you and your lands.

PURPOSE OF LUB (BYLAW NO. 791-10): to provide clear guidelines and direction for development and subdivisions within Mackenzie County. This document will be used in conjunction with applicable Provincial and Federal Legislation, the County's Municipal Development Plan, Area Structure Plans, Airport Vicinity Protection Area and any other applicable bylaws and policies.

The reconvening of the Public Hearing is to be held at **1:00 p.m., Friday, September 23, 2011** in the Mackenzie County Council Chamber in Fort Vermilion. The proposed bylaw may be viewed at any Mackenzie County office during regular office hours. Please submit written submissions to the Development Department prior to **4:30 p.m., Wednesday, September 21, 2011**. If you have any questions regarding the hearing, or the bylaw, please call Mackenzie County's Development Department at 780-928-3983 or 780-927-3718.



MACKENZIE COUNTY
Employment Opportunity

DEVELOPMENT OFFICER

Mackenzie County is currently inviting applications for a Development Officer. The successful candidate will play an integral role in ensuring positive and orderly growth within the municipality. This is a full time position in our La Crete Office.

Reporting to the Supervisor of Planning Services, the successful candidate will be responsible for:

- Assist in administration of the County's Land Use Bylaw: processing applications for Development; Subdivision and Land Use Bylaw amendment;
- Preparation of documents for Municipal Planning Committee (MPC) meeting;
- Attendance of MPC and recording of minutes;
- Preparation of correspondence, agreements, caveats and technical reports;
- Assist in Land Use By-law enforcement;
- Provide response to public inquiries/referrals.

Qualifications:

- Minimum Level of Education - Grade 12 Diploma;
- Two years experience in a clerical position would be an asset;
- Preference will be given to applicants with an Applied Land Use Planning Certificate or equivalent thereof;
- Municipal Planning and Development background would be an asset;
- Valid Driver's License;
- Working knowledge of AutoCAD would be an asset;
- Excellent verbal and written communication skills;
- Highly developed organizational skills;
- Excellent computer skills including proficiency in Word and Excel;
- Strong interpersonal skills including superior tact, judgment, political sensitivity, analytical and problem-solving skills;
- Ability to perform duties with minimum supervision;
- Works effectively with varying work-loads and produces timely and accurate documentation;
- Mature, professional and self motivated.

Salary Range: \$45,350-\$63,774 Relocation expenses are negotiable. Mackenzie County offers a comprehensive benefit package.

Please submit resumes to:

Eileen Steuernagel/Human Resources
Mackenzie County
Box 640
Fort Vermilion, AB T0H 1N0
Ph. 780-927-3718 Fax: 780-927-4266
Email: hr@mackenziecounty.com

Closing Date: 4:30pm, Monday, September 19, 2011



MACKENZIE COUNTY

NOTICE TO RESIDENTS

Lower Peace Region – Land Use Framework (LUF) Questionnaire

The LUF is a provincial initiative intended to manage growth in a way that respects social and environmental goals while sustaining a growing economy. In order to achieve this, the provincial government has decided to take on a larger leadership role in land use issues while ensuring the decision-making process is still maintained at the local level. The Provincial intent of the LUF is to develop Watershed Based Regional Plans to address growth issues. Policies will be developed to manage economic, environmental and social issues for both public and private lands, and natural resources.

In anticipation of the upcoming provincial consultation for the Lower Peace Region, which includes the Mackenzie Region, *Mackenzie County Council is proactively seeking your input.* If interested, please complete a questionnaire which is available at all County offices and can be printed from the County's website. Please return the completed questionnaire to one of the County's offices or by mail before **4:30 p.m. on September 30, 2011.**

Mackenzie County, Corporate Services
Department (LUF),
P.O. Box 640, Fort Vermilion, AB, T0H 1N0

If you would like to obtain additional information regarding the LUF, please visit the Alberta Sustainable Resource Development website at www.landuse.alberta.ca.

If you have questions regarding the questionnaire, please contact Joulia Whittleton, Director of Corporate Services, at (780) 927-3718.

Third annual Bronc-O-Rama



The Keyhole races were new this year to the Bronc-O-Rama rodeo in La Crete, and were well attended by competitors.



ASHLEY FOLEY



Above shows the pole bending competition.

ASHLEY FOLEY



ASHLEY FOLEY

Third Party Advertising legislation comes into effect September 15th, 2011

Elections Alberta is prepared to implement new provincial legislation that will require Third Party Advertisers to register and to file financial statements with the Chief Electoral Officer. The legislation will also affect contributors to third party advertisers.

The approved amendments revise Alberta's Election Act and Election Finances and Contributions Disclosure Act. New rules will ensure that Albertans are aware of who is posting, and who is paying for, political advertising.

For further information please visit our website at www.elections.ab.ca

Elections Alberta is an independent office of the Legislative Assembly that provides non-partisan administration of the electoral process.



Elections Alberta is an independent office of the Legislative Assembly.

Victim Services Unit Mackenzie Regional Community Policing Society

Employment Opportunity in Fort Vermilion

We are seeking individuals interested in the following 3 positions:

- **VSU Co-ordinator** (Temporary position with the possibility of becoming permanent)
- **Direct Client & Court Support Service Provider**
- **Native Liaison Support Service Provider**

The positions are flexible and work locations can be arranged in the surrounding communities. Wage ranges from \$30,000.00 - \$58,000.00 per year.

Mackenzie Regional Community Policing Society/ Victim Services Unit is seeking self-motivated workers who will provide crisis intervention, court support, court preparation, court accompaniment, and referral to individuals affected by crime and trauma.

Qualifications: Degree/diploma in the human services field. Possess strong written and verbal skills. Computer and office skills are an asset. Applicants must pass a RCMP Reliability Status (RRS) security clearance. Must have a valid driver's license.

You can drop off your resume at the Fort Vermilion RCMP Detachment or send by mail, or fax it to 780-927-4425.

Closing date is September 22, 2011 @ 4:30 pm.

Please send resume to:
Mackenzie Regional Community Policing Society
Box 94, Fort Vermilion, AB T0H 1N0



MACKENZIE COUNTY

NOTICE TO RECONVENE PUBLIC HEARING FOR LAND USE BYLAW BYLAW NO. 791-10

Pursuant to the Municipal Government Act, being Chapter M-26 of the Statutes of Alberta, notice is hereby given that the Council of Mackenzie County will hold a public hearing prior to the second reading of Bylaw No. 791-10 being the Land Use Bylaw. Bylaw No. 791-10 will repeal and replace (in its entirety) Bylaw No. 462-04 (current Land Use Bylaw).

DEFINITION OF LAND USE BYLAW (LUB): means a statutory document that is adopted, pursuant to the Municipal Government Act, by Council and designed to address, among other things, the following:

- Land uses and zonings throughout the municipality,
- Development Permit, subdivision and rezoning application requirements,
- Setbacks from property lines, waterbodies and embankments,
- Parcel/lot/subdivision sizes,
- Development density,
- Parking requirements,
- Development in proximity of municipal airports,
- Keeping of animals in urban areas and Rural Country Residential areas, and
- Signs.

PERSONS AFFECTED BY BYLAW NO. 791-10: the proposed Bylaw may impact everyone within Mackenzie County. We encourage you to view the proposed Bylaw at any of the County offices to determine how the proposed Bylaw may impact you and your lands.

PURPOSE OF LUB (BYLAW NO. 791-10): to provide clear guidelines and direction for development and subdivisions within Mackenzie County. This document will be used in conjunction with applicable Provincial and Federal Legislation, the County's Municipal Development Plan, Area Structure Plans, Airport Vicinity Protection Area and any other applicable bylaws and policies.

The reconvening of the Public Hearing is to be held at **1:00 p.m., Friday, September 23, 2011** in the Mackenzie County Council Chamber in Fort Vermilion. The proposed bylaw may be viewed at any Mackenzie County office during regular office hours. Please submit written submissions to the Development Department prior to **4:30 p.m., Wednesday, September 21, 2011**. If you have any questions regarding the hearing, or the bylaw, please call Mackenzie County's Development Department at 780-928-3983 or 780-927-3718.

ECS SPECIAL NEEDS ASSISTANT Employment Opportunity

Sand Hills Elementary School

The Position:

The successful candidate will facilitate a **part-time** program working Mondays, Wednesdays and alternating Fridays in a school setting. The successful candidate will be required to work with students under the direction of the Special Education Coordinator and Classroom Teacher in the delivery of a specialized educational program in ECS.

Qualifications:

Preference will be given to applicants with the following qualifications:

- Grade 12 Diploma,
- Post-secondary courses (or experience) in *Special Needs* programming,
- First Aid certification. Medical training and/or experience would be an asset,
- An ability to take direction,
- Willingness to take the initiative and work independently,
- A genuine love for Special Needs children,
- An ability to implement modified programs under the direction of the homeroom and special education teachers,
- Strong communication skills,
- Willingness to learn new skills such as speech/language therapy,
- An ability to work cooperatively with School Staff and Parents,
- Evidence of successfully passing a police *Criminal Record Check*,

Wages Offered:

- \$18.04 - \$29.55 per hour, depending upon qualifications and experience.
- This position does not qualify for benefits

Letters of Application Should Include:

1. A cover letter including current address and telephone number.
2. A resume outlining educational background and prior job experience.
3. A listing of at least 2 recent employer references (if possible).
4. A completed Criminal Record Check (or must follow your application as soon as possible)
* A Criminal Record Check must be received before any job offers can be made.

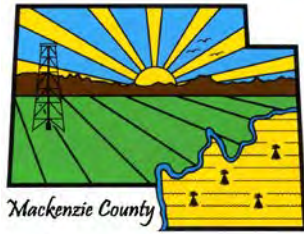
Application Deadline: September 23, 2011

Applications can be mailed, faxed, emailed or dropped off at the Fort Vermilion School Division Central Office, addressed to:



Human Resources Department
Fort Vermilion School Division No. 52
P.O. Bag #1, 5213 River Road
Fort Vermilion, AB T0H 1N0
Ph: 780-927-3766 Fax: 780-927-4625
Email: gayled@fvds.ab.ca

FORT VERMILION SCHOOL DIVISION No. 52



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	September 23, 2011
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	Policy FIN022 Budget Development

BACKGROUND / PROPOSAL:

Mackenzie County Council established Budget Development Policy FIN022 (attached).

The Policy was discussed at length at Council's workshop on September 12th.

OPTIONS & BENEFITS:

Two versions of the Policy were presented at the September 13th meeting. One version was included as an attachment in the package and one as a handout based on the September 12th Council's discussions. Administration understands that the intent was to approve the version removing the internal limits on debt and reserves (as discussed at September 12th meeting).

Administration requests clarification whether the amendments approved by Council at their September 13th meeting include removal of the internal limits on debt and reserves as shown on the attached document.

COSTS & SOURCE OF FUNDING:

NA

RECOMMENDED ACTION:

That Policy FIN022 Budget Development be amended as presented.

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

Mackenzie County

Title	Budget Development	Policy No:	FIN022
Legislative Reference Municipal Government Act, Part 8			

Purpose

To provide an efficient and effective process for the development of the yearly operating and capital budgets.

Policy Statement and Guidelines

Step 1 – Budget Guidelines

Council will provide Administration, in September each year, with direction as to their expectation for the municipal tax rate; percent increase (or decrease) in operating or capital expenditures that is acceptable. This expectation will be based on factors such as assessment growth, union collective agreement, provincial funding, and ratepayers' wishes.

A council workshop will be held by September 15 to review the historical financial and statistical data with the CAO. The CAO will lead preparation of operating and capital budget drafts for Council's consideration which will reflect the needs of the County as expressed by Council, public or department heads.

It is important to note, that the municipality has no control over the school and senior's lodge requisitions and has always "passed through" these expenditures to the ratepayers.

~~The County's maximum debt limit not to exceed 40% of the total allowable debt limit and the minimum reserves be set at 20% of the total allowable debt limit.~~

Approval of budget guidelines by September 15.

Step 2 - Management Review with each functional area

Based on the guidelines established by Council, each functional group will prepare a draft budget which contains the following expenditures: operating, capital, updated 5-year capital summary, 25-year equipment summary, **tangible capital assets replacements/improvements and new capital project summaries.**

The CAO will meet with each of the functional area to discuss their requests and needs and make appropriate changes where necessary.

Management review to be completed by October 15.

Step 3 – Budget Compilation

Budget materials for Council's review will contain the following:

~~Finance to compile all the individual documents into a budget package that will contain the following:~~

1. Summary of budget guidelines adopted by Council for the proposed year.
2. Summary of assumptions made by Administration in the preparation of the proposed budget. Items such as:
 - a. Wages and benefits % and \$ increase
 - b. Estimated assessment % and \$ growth
 - c. General % factor used for utilities or typical expenditures
 - d. Major dollar increases for "special" or known issues (e.g. insurance/debentures)
 - e. Proposed staff additions and the corresponding wage and benefits etc costs
 - f. New reserves or recommended changes to existing reserves
 - g. The amount of engineering costs budgeted for projects that are pre-designed and will be completed in subsequent year(s)
 - h. Summary of major increases or decreases for each function
 - i. Any other items that would provide Council with information to make their decision making more effective and efficient
3. ~~Budget package will contain the following w~~Worksheets:
 - a. Cash requirement decision summary
 - b. Summary of total operating revenue and total expenditures
 - c. **Summary of total** revenue and expenditures by function
 - d. **Water/sewer rates recalculation in order to achieve 75% recovery through the rate including long term debt interest and principle payments and excluding amortization to capital assets for these functions**
 - e. **Summary of** grant requests **from community non-profit organizations**
 - f. **Multi-year capital plan**
 - g. ~~Five year capital project summary~~
 - h. ~~Twenty five year capital equipment~~

- i. Proposed **TCA (tangible capital assets) capital** project budget for up coming year
- j. Summary of increases and decreases to reserve balances
- k. **Summary of existing long term debt and proposed (if applicable)**
- l. Any capital projects carry forwards (if known at this time)
- m. Supporting charts or graphs for information that will prove beneficial for budget review (e.g. assessment information)

Where appropriate, information will be provided that shows previous year information, available current year information and percentage increases or decreases from one year to next.

Budget compilation to be completed by November 1.

Step 4 - Budget Meetings

The following timing and order will be set aside for the budget review:

- ~~a. Grant requests — 2 days (includes any group delegations)~~
- b. Operating **revenues and** expenditures – 1 day
- c. Tangible Capital Assets projects **& multi-year capital plan** – 2 days
- d. **Grants to non-profit groups requests and cash requirement decision worksheet final review – 1 day**

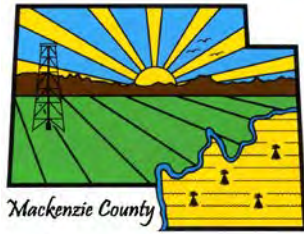
Additional meetings may be scheduled as required. Budget meetings to be completed by December 21.

Step 5 – Formal Budget Ratification by Council first meeting in January

Administration will incorporate all changes/modifications that came about through the budget deliberations in step 4 and request formal budget ratification.

Budget ratification by January **15 10**.

	Date	Resolution Number
Approved	September 24, 2002	02-681
Amended	April 11, 2007	07-349
Amended		



MACKENZIE COUNTY

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	September 23, 2011
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	Hamlet of Zama Priority Projects – Water Treatment Plant Upgrade and Lift Station Upgrade

BACKGROUND / PROPOSAL:

Council approved the 2011 operating and capital budgets. A number of projects were identified for the 2011 budget year for the Hamlet of Zama.

No engineering assessment was done on these projects until after the approval of the projects in the budget.

OPTIONS & BENEFITS:

An engineering firm was hired to evaluate the projects and to suggest the best course of action.

Administration now has received engineering estimates for the two priority projects (as defined by Administration). These projects are associated with water and sewer systems upgrades/replacements:

1. Water Treatment Plan Improvements - \$\$832,563
2. Main Lift Station Upgrading - \$1,143,600

The estimates are above the available funding.

In order to carry out these projects within appropriate timeline, administration proposes that Council considers cancelling/postponing some projects and applying for funding as described below:

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

2011 Project	Previously Approved Budget	Proposed Action	Budget to be allocated to the priority projects
Zama Paving Cornerstone/Library Parking Lot (6-32-30-32)	\$220,000 (Municipal Sustainability Initiative - MSI) <u>\$85,840 (Road Reserve)</u> <u>\$305,840 - Total</u>	Postpone the project and re-budget for it in the new year; reallocate remaining MSI funds to the WTP Improvements project with balance of \$68,319 to remain in the Road Reserve	\$220,000 (a new application to use \$220,000 MSI funds will be prepared)
Zama Airport Helipad (6- 32-30-03)	\$200,000 (Incomplete Capital Reserve)	Cancel the project	\$182,681 (from Incomplete Capital Reserves – Airports)
Zama Raw Water Truck Fill (6-41-30-07)	\$100,000 (Federal Gas Tax Fund – FGTF)	Cancel the project	\$100,000 (a new application to use FGTF funds will be prepared)
Zama Distribution Pumps (6-41-30-09)	\$90,428 (FGTF) <u>\$39,572 (Water Upgrading Reserve - WUR)</u> <u>\$130,000 - Total</u>	Cancel the project	\$90,428 (FGTF – submit a new application) <u>\$39,572 (WUR Reserve)</u> <u>\$130,000</u>
Zama Lift Station Pumps (6-42-30-01)	\$600,000 (MSI)	Change the scope of the project as per the engineering review and recommendation (Main Lift Station Upgrading)	\$600,000 (submit an amending application to MSI regarding the scope of the project)

Total funding will be available from 2011 budget if the above action is supported vs. funding required to undertake the priority projects:

Available	\$1,232,681
Required	<u>\$1,976,163</u>
Shortage	\$743,482

In order to address the above shortage, administration recommends that DCL Siemens Engineering be instructed to prepare and submit two applications under Alberta Water & Wastewater Program by the November 30 deadline. It is unknown at this time which components of the two priority projects will qualify and may be approved for funding; therefore we cannot reasonably estimate what portion will have to be funded by the County. In addition, administration recommends that Council approves the proposed action in regards to the 2011 approved projects as per the above schedule.

COSTS & SOURCE OF FUNDING:

Reallocate funds from the previously approved projects and apply for AB WWP grant.

Please note that if the projects do not qualify under AB WWP, the County will have to allocate additional funding towards these in its 2012 budget.

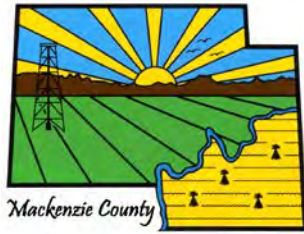
Author: _____ Review Date: _____ CAO _____

RECOMMENDED ACTION: (requires 2/3)

That, in order to undertake the priority Water Treatment Plant Improvement and the Main Lift Station Upgrade projects in the Hamlet of Zama, administration prepares and submits two applications under the Alberta Water & Wastewater Program for these projects and that the following action be taken:

2011 Project	Previously Approved Budget	Action	Budget to be allocated to the priority projects
Zama Paving Cornerstone/Library Parking Lot (6-32-30-32)	\$220,000 (Municipal Sustainability Initiative - MSI) <u>\$85,840 (Road Reserve)</u> <u>\$305,840 - Total</u>	Postpone the project and re-budget for it in the new year; reallocate remaining MSI funds to the WTP Improvements project with balance of \$68,319 to remain in the Road Reserve	\$220,000 (a new application to use \$220,000 MSI funds will be prepared)
Zama Airport Helipad (6- 32-30-03)	\$200,000 (Incomplete Capital Reserve)	Cancel the project	\$182,681 (from Incomplete Capital Reserves – Airports)
Zama Raw Water Truck Fill (6-41-30-07)	\$100,000 (Federal Gas Tax Fund – FGTF)	Cancel the project	\$100,000 (a new application to use FGTF funds will be prepared)
Zama Distribution Pumps (6-41-30-09)	\$90,428 (FGTF) <u>\$39,572 (Water Upgrading Reserve - WUR)</u> <u>\$130,000 - Total</u>	Cancel the project	\$90,428 (FGTF – submit a new application) <u>\$39,572 (WUR Reserve)</u> <u>\$130,000</u>
Zama Lift Station Pumps (6-42-30-01)	\$600,000 (MSI)	Change the scope of the project as per the engineering review and recommendation (Main Lift Station Upgrading)	\$600,000 (submit an amending application to MSI regarding the scope of the project)

Author: _____ Review Date: _____ CAO _____



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	September 23, 2011
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	La Crete Recreation Board – Blue Hills Skate Shack Project

BACKGROUND / PROPOSAL:

Mackenzie County Council approved \$25,000 towards a skate shack for the Blue Hills outdoor ice rink. The initial request from the La Crete Recreation Board for this project was \$40,000.

OPTIONS & BENEFITS:

Please review the attached correspondence from the Board. It is apparent that the shack will not be ready for this season’s use as there is no sufficient funding to cover the anticipated expenses.

There is no Finance Committee scheduled within the next couple of weeks, therefore Administration requests that Council review this request. The request is for an additional \$10,000 in order to get this project done. Please note if the Board decides to proceed with concrete pilings, an additional \$4,000 may be required.

COSTS & SOURCE OF FUNDING:

Grants to Other Organizations – Council sets aside \$120,000 per year towards the Recreation Boards requests; these requests are usually reviewed by the Finance Committee. The December 31 2011 estimated balance for this reserve is \$196,312.

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

RECOMMENDED ACTION:

That the La Crete Recreation Board's request for an additional \$10,000 towards the Blue Hills skate shack be approved with funding coming from the Grants to Other Organizations Reserve.

Author: _____ Review Date: _____ CAO _____

NORTHERN LIGHTS RE CENTER

August 29 2011

Box 29
La Crete A.B
T0H 2H0
(780) 928-3066

Mackenzie County,

The La Crete rec board has agreed to move (**only**) the skate shack from Rocky Lane to Blue hills in the 2011 year.

The total project cost is more than was budgeted for, therefore we have decided to complete the project in the 2012 year, unless County would make funds available to complete the project this year.

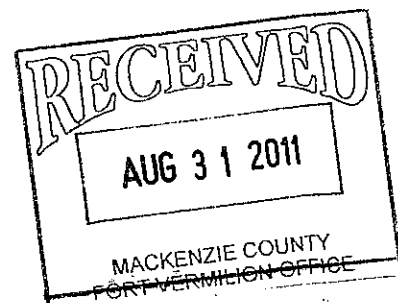
Price quote From Kevin Driedger / Peter Wiebe.

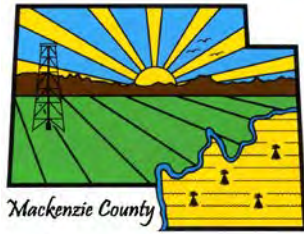
Moving three buildings \$9000.00
Remove and dispersal concrete. \$3000.00
Build walk way \$2000.00
Drill pilings \$5000.00
Electrical. \$3000.00
Plumbing \$3000.00

Total \$25,000.00

Add \$4000.00 if going with concrete pilings.

Move three buildings means removing existing one, move the shed that's there and move the shack from rocky Lane.





MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	September 23, 2011
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	Bursaries Applications

BACKGROUND / PROPOSAL:

Mackenzie County’s annual budgets include funding for bursaries.

OPTIONS & BENEFITS:

The 2011 operating budget included \$25,000 for the bursaries. The total amount of \$25,000 was distributed to applicants by the Finance Committee in June 2011 in accordance with the County’s policy.

Unfortunately, there are two applications that arrived late due to unforeseen circumstances (Canada Post and other):

1. Jessica Roberts – Lakeland College – Wildlife and Fisheries Conservation program;
2. Luke Peters – Northern Lake College – Aircraft Maintenance Engineering

Administration presented these late applications to the Finance Committee at their September 8 meeting. The Finance Committee passed the following motion:

That a recommendation be take to Council to award bursaries in the amounts of \$1,000 each to Jessica Roberts and Luke Peters with funding coming from General operating Reserve.

COSTS & SOURCE OF FUNDING:

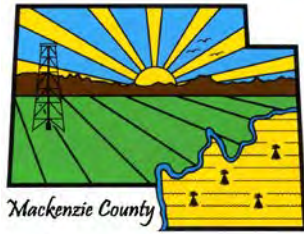
General Operating Reserve

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

RECOMMENDED ACTION: (requires 2/3)

That two additional 2011 bursaries be awarded to Jessica Roberts and Luke Peters in the amount of \$1,000 each with funding coming from the General Operating Reserve.

Author: J. Whittleton Reviewed by: _____ CAO _____



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	September 23, 2011
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	Financial Report – August 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 August 2011:

- Investment Report
- Operating Statement
- Projects Progress Report

COSTS & SOURCE OF FUNDING:

N/A

RECOMMENDED ACTION:

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

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

INVESTMENT REPORT, Aug 31, 2011

CHEQUING ACCOUNT on Aug 31, 2011

Bank account balance 7,705,389

INVESTMENT VALUES on Aug 31, 2011

Short term investments (EMO-0377-A)	21,620,728
Short term T-Bill (1044265-26)	431,518
Long term investments (EMO-0374-A)	4,651,678
	<u><u>26,703,924</u></u>

These balances include 'market value changes'.

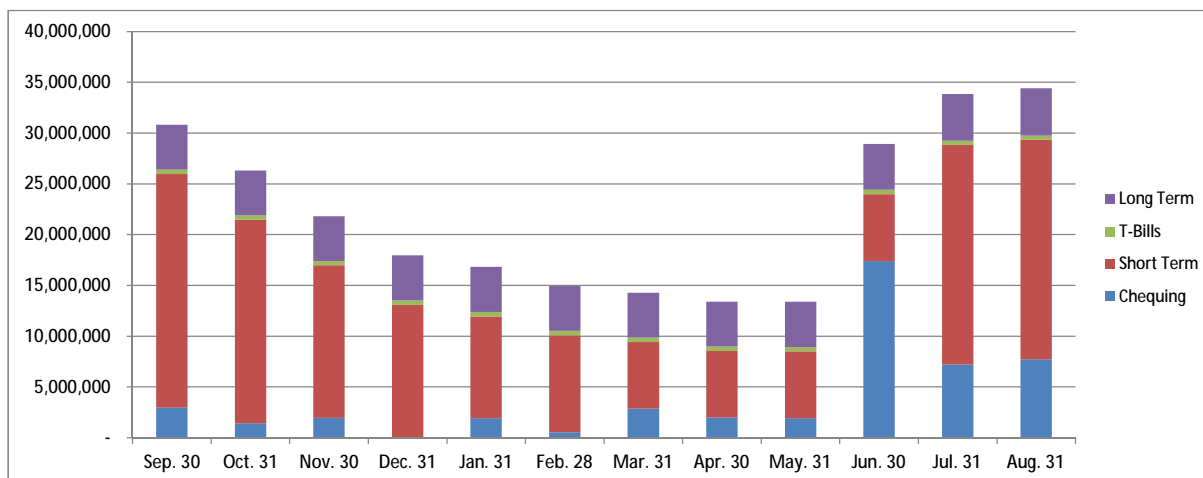
REVENUES

	Total	Short Term	Long Term
Interest received	171,617	75,227	96,390
Interest accrued	33,237	0	33,237
	204,854	75,227	129,627
Market value changes	31,585	n/a	31,585
Interest received, chequing account	32,910	32,910	n/a
Grand total revenues before investment manager fees	269,349	108,137	161,212
Deduct: investment manager fees for investments	-14,892	-4,919	-9,972
Grand total revenues after investment manager fees	254,457	103,218	151,239

Note: Since the monthly statements have not been received, the interest received, interest accrued, market value change, and investment manager fees for investment EMO-0377-A and EMO-0374-A in Aug 2011 have not been included in this report.

BALANCES IN THE VARIOUS ACCOUNTS - LAST 12 MONTHS

	Chequing	Short Term	T-Bills	Long Term	Total
Sep. 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	14,267,468
Apr. 30	1,973,334	6,562,166	430,397	4,435,152	13,401,049
May. 31	1,929,636	6,569,784	430,689	4,473,555	13,403,664
Jun. 30	17,395,049	6,577,895	430,972	4,531,349	28,935,265
Jul. 31	7,223,657	21,594,877	431,261	4,604,429	33,854,224
Aug. 31	7,705,389	21,620,728	431,518	4,651,678	34,409,313



Mackenzie County
Summary of All Units
For the Eight Months Ending August 31, 2011

	2010 Actual	2011 Actual	2011	\$ remaining	% remaining
	Total	Total	Budget		
OPERATING REVENUES					
100-Taxation	\$30,266,880	\$29,249,391	\$29,286,003	\$36,612	0%
124-Frontage	\$297,071	\$239,445	\$265,273	\$25,828	10%
420-Sales of goods and services	\$200,071	\$238,511	\$140,297	(\$98,214)	-70%
421-Sale of water - metered	\$1,377,509	\$889,664	\$1,671,580	\$781,916	47%
422-Sale of water - bulk	\$392,276	\$364,429	\$467,092	\$102,663	22%
424-Sale of land	\$45,989	\$13,922	\$0	(\$13,922)	0%
510-Penalties on taxes	\$141,654	\$116,024	\$115,000	(\$1,024)	-1%
511-Penalties of AR and utilities	\$33,618	\$24,007	\$25,000	\$993	4%
520-Licenses and permits	\$10,416	\$9,381	\$12,000	\$2,619	22%
521-Offsite levy	\$175,572	\$10,437	\$0	(\$10,437)	0%
522-Municipal reserve revenue	\$105,063	\$18,215	\$0	(\$18,215)	0%
526-Safety code permits	\$217,197	\$57,803	\$185,000	\$127,197	69%
525-Subdivision fees	\$17,260	\$28,174	\$22,000	(\$6,174)	-28%
530-Fines	\$70,900	\$18,272	\$35,000	\$16,728	48%
531-Safety code fees	(\$2,552)	\$2,298	\$7,000	\$4,702	67%
550-Interest revenue	\$364,617	\$171,664	\$250,000	\$78,336	31%
551-Market value changes	(\$76,205)	\$4,436	\$0	(\$4,436)	0%
560-Rental and lease revenue	\$64,542	\$55,293	\$63,087	\$7,794	12%
570-Insurance proceeds	\$4,129	\$8,729	\$0	(\$8,729)	0%
592-Well drilling revenue	\$24,764	\$10,356	\$15,000	\$4,644	31%
597-Other revenue	\$187,582	\$177,790	\$182,000	\$4,210	2%
598-Community aggregate levy	\$21,738	\$56,690	\$0	(\$56,690)	0%
630-Sale of non-TCA equipment	\$6,056	\$1,500	\$0	(\$1,500)	0%
830-Federal grants	\$50,369	\$0	\$0	\$0	0%
840-Provincial grants	\$1,661,529	\$1,037,998	\$1,111,088	\$73,090	7%
990-Over/under tax collections	(\$1,379)	\$0	(\$13,615)	(\$13,615)	100%
TOTAL REVENUE	\$35,656,666	\$32,804,430	\$33,838,805	\$1,034,375	3%
OPERATING EXPENSES					
110-Wages and salaries	\$4,225,141	\$2,945,325	\$5,100,287	\$2,154,962	42%
132-Benefits	\$668,109	\$539,202	\$861,658	\$322,456	37%
136-WCB contributions	\$28,434	\$21,735	\$38,924	\$17,188	44%
142-Recruiting	\$25,352	\$12,000	\$20,000	\$8,000	40%
150-Isolation cost	\$60,546	\$32,039	\$48,000	\$15,961	33%
151-Honoraria	\$363,509	\$308,200	\$530,700	\$222,500	42%
211-Travel and subsistence	\$301,782	\$218,662	\$287,832	\$69,170	24%
212-Promotional expense	\$26,374	\$1,868	\$20,606	\$18,738	91%
214-Memberships & conference fees	\$88,342	\$60,672	\$92,045	\$31,373	34%
215-Freight	\$88,810	\$40,459	\$105,760	\$65,301	62%
216-Postage	\$32,809	\$13,457	\$38,020	\$24,563	65%
217-Telephone	\$185,125	\$95,753	\$181,608	\$85,855	47%
221-Advertising	\$46,351	\$31,220	\$58,510	\$27,290	47%
223-Subscriptions and publications	\$3,716	\$2,724	\$7,510	\$4,786	64%
231-Audit fee	\$60,941	\$26,680	\$54,690	\$28,010	51%
232-Legal fee	\$101,473	\$105,814	\$56,000	(\$49,814)	-89%
233-Engineering consulting	\$97,915	\$22,360	\$100,000	\$77,640	78%
235-Professional fee	\$1,188,854	\$515,254	\$1,234,792	\$719,538	58%
236-Enhanced policing fee	\$143,985	\$84,688	\$325,000	\$240,313	74%
239-Training and education	\$33,765	\$12,232	\$99,923	\$87,691	88%
242-Computer programming	\$32,036	\$32,472	\$39,466	\$6,994	18%
251-Repair & maintenance - bridges	\$98,498	\$76,256	\$170,000	\$93,744	55%
252-Repair & maintenance - buildings	\$147,223	\$68,549	\$189,420	\$120,871	64%
253-Repair & maintenance - equipment	\$195,382	\$163,947	\$226,000	\$62,053	27%
255-Repair & maintenance - vehicles	\$114,545	\$51,455	\$105,200	\$53,745	51%
258-Contract graders	\$176,971	\$79,749	\$135,000	\$55,251	41%
259-Repair & maintenance - structural	\$1,828,068	\$296,977	\$1,614,703	\$1,317,726	82%
261-Ice bridge construction	\$71,338	\$72,079	\$100,000	\$27,921	28%
262-Rental - building and land	\$94,877	\$29,365	\$27,250	(\$2,115)	-8%
263-Rental - vehicle and equipment	\$130,951	\$63,530	\$74,035	\$10,506	14%
266-Communications	\$61,749	\$42,086	\$62,250	\$20,164	32%
271-Licenses and permits	\$3,414	\$5,031	\$11,039	\$6,008	54%
272-Damage claims	\$20,555	\$1,000	\$10,000	\$9,000	90%
273-Taxes	\$17,089	\$13,382	\$17,000	\$3,618	21%
274-Insurance	\$290,152	\$162,817	\$280,126	\$117,309	42%
342-Assessor fees	\$234,504	\$134,348	\$234,360	\$100,012	43%
290-Election cost	\$6,113	\$0	\$1,500	\$1,500	100%
511-Goods and supplies	\$775,704	\$354,442	\$802,640	\$448,198	56%
521-Fuel and oil	\$570,868	\$395,862	\$604,700	\$208,838	35%
531-Chemicals and salt	\$154,210	\$117,497	\$295,050	\$177,553	60%

	2010 Actual	2011 Actual	2011	\$ remaining	% remaining
	Total	Total	Budget		
532-Dust control	\$665,954	\$309,256	\$350,000	\$40,744	12%
533-Grader blades	\$142,405	\$123,075	\$145,000	\$21,925	15%
534-Gravel (apply; supply and apply)	\$1,539,505	\$661,040	\$2,836,625	\$2,175,585	77%
535-Gravel reclamation cost	\$179,512	\$0	\$50,000	\$50,000	100%
543-Natural gas	\$115,773	\$78,845	\$127,100	\$48,255	38%
544-Electrical power	\$480,575	\$365,214	\$473,000	\$107,786	23%
710-Grants to local governments	\$1,948,168	\$1,296,400	\$1,600,000	\$303,600	19%
735-Grants to other organizations	\$1,481,052	\$1,443,880	\$1,637,496	\$193,615	12%
747-School requisition	\$6,559,007	\$3,145,061	\$6,295,112	\$3,150,052	50%
750-Lodge requisition	\$720,470	\$0	\$719,088	\$719,088	100%
800-Emergency Expenses	\$0	\$2,062	\$0	(\$2,062)	0%
810-Interest and service charges	\$20,762	\$21,966	\$20,000	(\$1,966)	-10%
831-Interest - long term debt	\$449,220	\$205,878	\$556,404	\$350,526	63%
921-Bad debt expense	\$13,752	\$139	\$9,000	\$8,861	98%
922-Tax cancellation/write-off	\$59,038	\$49,586	\$60,000	\$10,414	17%
992-Cost of land sold	\$4,429	\$0	\$0	\$0	0%
993-NBV value of disposed TCA	\$739,005	\$0	\$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	\$14,953,586	\$34,556,475	\$19,602,889	57%
Non-TCA projects	\$531,942	\$199,227	\$815,433	\$616,206	76%
TOTAL EXPENSES	\$34,624,211	\$15,152,813	\$35,371,908	\$20,219,095	57%
EXCESS (DEFICIENCY)	\$1,032,454	\$17,651,617	(\$1,533,103)	(\$19,184,720)	1251%
OTHER					
830-Federal transfers for capital	\$1,005,031	\$5,129	\$4,500,000	\$4,494,871	100%
840-Provincial transfers for capital	\$5,332,166	\$3,623,442	\$6,957,860	\$3,334,418	48%
575-Contributed TCA	\$334,140	\$39,463	\$0	(\$39,463)	0%
597-Other capital revenue	\$75,559	\$6,000	\$1,481,557	\$1,475,557	100%
630-Proceeds of sold TCA asset	\$987,562	\$972,147	\$1,001,040	\$28,893	3%
631-Proceeds of traded-in TCA assets	\$173,098	\$31,469	\$0	(\$31,469)	0%
	\$7,907,555	\$4,677,649	\$13,940,457	\$9,262,808	66%
EXCESS (DEFICIENCY) - PS MODEL	\$8,940,009	\$22,329,266	\$12,407,354	(\$9,921,912)	-80%
CONVERT TO LG INCOME STATEMENT					
Remove non-cash transactions associated with PSAB changes					
993-NBV value of disposed TCA	\$739,005	\$0	\$0	\$0	0%
994-Change in inventory	\$167,356	\$0	(\$1,014,139)	(\$1,014,139)	100%
995-Amortization of TCA	\$6,010,706	\$0	\$6,430,184	\$6,430,184	100%
Remove TCA revenues					
Total of OTHER per above	(\$7,907,555)	(\$4,677,649)	(\$13,940,457)	(\$9,262,808)	66%
Add LTD principle paid					
832-Principle Payments	\$1,709,972	\$819,732	\$2,121,536	\$1,301,804	61%
Add/Deduct LG model TF to/from reserves					
920-Contribution from Capital Reserve	(\$159,615)	\$0	\$0	\$0	0%
930-Contributions from Operating Reserve	(\$485,667)	\$0	(\$368,295)	(\$368,295)	100%
940-Contribution from Capital Reserve	(\$143,858)	\$0	\$0	\$0	0%
762-Contribution to Capital (funding TCA projects)	\$2,913,988	\$0	\$524,701	\$524,701	100%
763-Contribution to Capital Reserves	\$2,555,394	\$0	\$1,435,000	\$1,435,000	100%
764-Contribution to Operating Reserves	\$1,509,306	\$0	\$170,000	\$170,000	100%
EXCESS (DEFICIENCY) - LG MODEL	\$50,000	\$16,831,885	\$0	(\$16,831,885)	

**MACKENZIE COUNTY
STATEMENT OF OPERATIONS**

August 31, 2011

	2010 Actual	2011 Actual	2011	\$ remaining	% remaining
	Total	Total	Budget		
OPERATIONAL REVENUES					
Property taxes	\$30,562,572	\$29,488,836	\$29,537,661	\$48,825	0%
User fees and sales of goods	\$1,969,856	\$1,492,604	\$2,278,969	\$786,365	35%
Government transfers	\$1,711,897	\$1,037,998	\$1,111,088	\$73,090	7%
Investment income (operating)	\$288,412	\$176,101	\$250,000	\$73,899	30%
Penalties and costs on taxes	\$141,654	\$116,024	\$115,000	(\$1,024)	-1%
Licenses, permits and fines	\$313,221	\$115,928	\$261,000	\$145,072	56%
Rentals	\$64,542	\$55,293	\$63,087	\$7,794	12%
Insurance proceeds	\$4,129	\$8,729	\$0	(\$8,729)	0%
Development levies	\$175,572	\$10,437	\$0	(\$10,437)	0%
Municipal reserve revenue	\$105,063	\$18,215	\$0	(\$18,215)	0%
Sale of non-TCA equipment	\$6,056	\$1,500	\$0	(\$1,500)	0%
Other	\$313,690	\$282,765	\$222,000	(\$60,765)	-27%
Total operating revenues	\$35,656,666	\$32,804,430	\$33,838,805	\$1,034,375	3%
OPERATIONAL EXPENSES					
Legislative	\$532,989	\$392,976	\$673,490	\$280,514	42%
Administration	\$4,643,720	\$3,058,435	\$4,563,554	\$1,505,119	33%
Protective services	\$1,208,480	\$380,278	\$1,114,627	\$734,348	66%
Transportation	\$12,600,850	\$4,411,281	\$12,456,761	\$8,045,480	65%
Water, sewer, solid waste disposal	\$3,949,088	\$1,320,501	\$4,409,570	\$3,089,069	70%
Public health and welfare (FCSS)	\$594,579	\$569,934	\$681,367	\$111,433	16%
Planning, development, agriculture	\$1,859,884	\$711,612	\$2,074,589	\$1,362,976	66%
Recreation and culture	\$1,423,201	\$963,508	\$1,568,317	\$604,810	39%
School requisitions	\$6,559,007	\$3,145,061	\$6,295,112	\$3,150,052	50%
Lodge requisitions	\$720,470	\$0	\$719,088	\$719,088	100%
Non-TCA projects	\$531,942	\$199,227	\$815,433	\$616,206	76%
Total operating expenses	\$34,624,211	\$15,152,813	\$35,371,908	\$20,219,095	57%
Excess (deficiency) before other	\$1,032,454	\$17,651,617	(\$1,533,103)	(\$19,184,720)	1251%
CAPITAL REVENUES					
Government transfers for capital	\$6,337,196	\$3,628,571	\$11,457,860	\$7,829,289	68%
Other revenue for capital	\$409,699	\$45,463	\$1,481,557	\$1,436,094	97%
Proceeds from sale of TCA assets	\$1,160,660	\$1,003,616	\$1,001,040	(\$2,576)	0%
	\$7,907,555	\$4,677,649	\$13,940,457	\$9,262,808	66%
EXCESS (DEFICIENCY) - PSAB Model	\$8,940,009	\$22,329,266	\$12,407,354	(\$9,921,912)	-80%
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)	(\$4,677,649)	(\$13,940,457)	(\$9,262,808)	66%
Long term debt principle	\$1,709,972	\$819,732	\$2,121,536	\$1,301,804	61%
Transfers to/from reserves	\$6,189,549	\$0	\$1,761,406	\$1,761,406	100%
EXCESS (DEFICIENCY) - LG Model	\$50,000	\$16,831,885	\$0	(\$16,831,885)	

Project Progress Report

Project Name	Total costs	Costs in prior years	Costs in current year up to Aug 31, 2011	2011 Budget	2011 Budget Remaining on Aug 31, 2011	Status Update on Aug 31, 2011	Percentage of Completion (%)
--------------	-------------	----------------------	--	-------------	---------------------------------------	-------------------------------	------------------------------

Administration Department

ZA-Distance Communication & Training	0	0	0	10,000	10,000	On Hold	0%
FV Building Alarm System (CF)	0	0	0	13,128	13,128	The system will be installed during building construction.	
La Crete Office Building (CF)	3,066,793	3,061,358	5,435	35,000	29,565	The boardroom table has been ordered, and we are searching for the options for the smoke and fire alarms.	20%
Zama Multi-Use Facility (CF)	3,047,244	3,031,416	15,828	15,000	(828)	Completed	100%
Virtual City Hall (CF)	15,585	15,585	0	4,415	4,415	The implementation schedule is being reviewed.	10%
Fort Vermilion Corporate Office (CF)	1,626,362	474,288	1,152,074	1,120,151	(31,923)	The final inspection has been done, and correcting minor deficiencies is in process.	99%
La Crete Library Building (CF)	3,400	1,950	1,450	3,050	1,600	The conceptual drawings has been completed.	80%
Land Purchase in the Hamlet of Zama (CF)	115,000	0	115,000	140,000	25,000	The title transfers to Mackenzie County is complete.	50%
FV-Records Management System	58,500	0	58,500	85,000	26,500	The items were ordered and scheduled to be installed in June 2011.	10%
LC-County Sign	2,755	0	2,755	20,000	17,245	Construction underway	90%
Handi-van replacement (La Crete)	73,963	0	73,963	83,000	9,037	Completed	100%
Land Purchases from AB SRD	53	0	53	245,000	244,947	In progress	0%
Xerox Replacement (La Crete)	0	0	0	50,000	50,000	In the selection process	0%
<i>Total department 12</i>			1,425,058	1,823,744	398,686		

Fire Department

LC-Jaws of Life Equipment	33,000	0	33,000	33,000	0	Completed	100%
Tompkins Fire Hall Construction (CF)	302,417	83,681	218,736	482,850	264,114	The construction will be completed at end of August or beginning of September.	35%
LC-Paging System	0	0	0	24,370	24,370	On Hold	0%
LC-Trailer	6,575	0	6,575	6,600	25	Completed	100%
LC-Furniture/Fixtures for Blue Hills Fire hall	0	0	0	40,000	40,000	On hold until Fire Hall nears completion	0%
LC - Fire Tanker	0	0	0	230,000	230,000	Tenders closed. Council will decide on Sep. 13, 2011	10%
<i>Total department 23</i>			258,311	\$816,820	558,509		

Ambulance Services Department

Project Name	Total costs	Costs in prior years	Costs in current year up to Aug 31, 2011	2011 Budget	2011 Budget Remaining on Aug 31, 2011	Status Update on Aug 31, 2011	Percentage of Completion (%)
	0	0	0	0	0		
<i>Total department 25</i>			0	\$0	0		

Transportation Department

LC 98th Avenue - Urban Standard (CF)	3,654,991	3,654,991	0	25,000	25,000	Completed	100%
FV-550 Truck	50,141	0	50,141	56,781	6,640	Completed	100%
FV-Backhoe Buy Out	75,827	0	75,827	75,000	(827)	Completed	100%
FV-1 3/4 ton Crew Cab Trucks	28,226	0	28,226	35,000	6,774	Completed	100%
FV-Bobcat	37,981	0	37,981	38,272	291	Completed	100%
Grader Replacement	1,685,128	0	1,685,128	1,690,000	4,872	Completed	100%
FV-Sweeper for Wheel Loader	0	0	0	27,860	27,860	Funds are not required. This was purchased as part of the tractor project.	100%
FV-Oil Containment Tank	8,563	0	8,563	7,000	(1,563)	Completed	100%
FV-Front Plow for Unit 2252	0	0	0	6,300	6,300	Funds are not required. This was purchased as part of the tractor project.	100%
FV-Tractor	98,400	0	98,400	120,000	21,600	Completed	100%
North & South - Road Reconstruction & New Road Construction Requests	29,221	0	29,221	1,000,000	970,779	Three of eight were completed. Four are in progress. One is not started.	50%
LC-Bobcat	37,981	0	37,981	38,272	291	Completed	100%
High Level East Drainage (CF)	161,565	78,730	82,835	570,065	487,230	Construction will commence on Jul. 4, 2011, and the estimated completion date is Sep. 30, 2011.	10%
HL Rural - Reconstruction of TWP Rd 110-2 (4 miles) (CF)	92,323	88,701	3,622	61,299	57,677	Completed	100%
LC-Filter Cart	0	0	0	5,000	5,000	Obtaining quotes	0%
LC 102 Str & 92 Ave curb, gutter & sidewalk (CF)	1,711,394	1,711,394	0	10,000	10,000	Completed	100%
LC-Mechanic Service Truck	69,918	0	69,918	70,000	82	Completed	100%
Zama Bearspaw Crescent (CF)	511,261	511,261	0	30,633	30,633	Working on Ditches	0%
LC-Conveyor	3,623	0	3,623	38,000	34,377	On order	10%
Fort Vermilion River Road Reconstruction (CF)	1,130,974	1,130,974	0	10,000	10,000	Completed. Waiting for the invoice for line painting.	0%
LC-Truck	34,847	0	34,847	35,000	153	Completed	100%
LC-100th Avenue (West of ATB Financial)	226,128	0	226,128	1,208,000	981,872	Base and paving were completed. Driveways and cleanup are required.	50%
Road Construction Request (CF)	201,324	183,924	17,400	66,076	48,676	Reviewing options	0%
LC-Recreation Centre Storm Sewers	0	0	0	0	0	Canceled at May 29 2011 Council meeting	0%
LC-Pressure Washer	16,320	0	16,320	14,700	(1,620)	Completed	100%
Zama - Truck Box Sander (CF)	0	0	0	15,000	15,000	On Hold	0%
Zama - Water Tank (CF)	6,213	3,684	2,529	3,995	1,466	Completed	100%

Project Name	Total costs	Costs in prior years	Costs in current year up to Aug 31, 2011	2011 Budget	2011 Budget Remaining on Aug 31, 2011	Status Update on Aug 31, 2011	Percentage of Completion (%)
Apache Road - Pull Out Area (CF)	0	0	0	50,000	50,000	On Hold	0%
LC-Cold Storage Shed/Tool Crib	610	0	610	70,000	69,390	In progress	25%
LC-PW Shop Fence	29,520	0	29,520	29,520	0	Completed	100%
ZA-Paving Cornerstone Parking Lot	17,521	0	17,521	305,840	288,319	On Hold	0%
ZA-Hamlet Entrance Beautification Project	0	0	0	10,000	10,000	Planning Stage	0%
ZA-Grass Seeder and Disc Unit	2,995	0	2,995	11,274	8,279	Part of purchase was made.	0%
ZA-Vehicle (PW)	33,767	0	33,767	35,000	1,233	Completed	100%
ZA-Mower	0	0	0	17,730	17,730	Completed	100%
Rocky Lane Road Reconstruction (CF)	289,210	289,210	0	10,790	10,790	On hold	0%
AJA Friesen Road Reconstruction (CF)	1,405,567	971,751	433,816	593,168	159,352	Final inspection has been done. Cleanup is required.	80%
LC 100th Ave Reconstruction - CAMRIF (BCF) (CF)	1,400,395	1,350,070	50,325	10,000	(40,325)	Completed	100%
RV Park Road (La Crete) (CF)	39,191	0	39,191	120,000	80,809	In Progress	60%
Zama Access Road (Paving)	0	0	0	6,000,000	6,000,000	In process of selecting an engineering firm to proceed with design and tender.	1%
Highway 88 Connector (Paving)	12,172	0	12,172	18,000,000	17,987,828	Waiting on funding application reply	1%
Grader Shelter Insulation and Gas Heating (Rocky Lane)	8,400	0	8,400	18,000	9,600	Obtaining quotes.	10%
FV Doors for the Storage Shed	0	0	0	8,000	8,000	Investigating options.	10%
<i>Total department 32</i>			3,137,007	\$30,546,575	27,409,568		

Airport Department

La Crete Airport (CF)	2,648,716	2,642,916	5,800	50,000	44,200	Fencing to begin late September.	95%
Fort Vermilion Airport (CF)	1,348,703	1,344,632	4,071	35,000	30,929	Tree removal complete. Awaiting commissioning of PAPI lights and the invoice.	95%
Zama Airport (Helipad) (CF)	26,399	0	26,399	200,000	173,601	Project on hold	0%
<i>Total department 33</i>			36,270	\$285,000	248,730		

Water Treatment & Distribution Department

FV-Computrol Card Reader	0	0	0	10,000	10,000	In progress. Quotes were received.	50%
Zama Water Treatment Plant (CF)	13,496,149	13,489,974	6,175	29,377	23,202	Completed	100%

Project Name	Total costs	Costs in prior years	Costs in current year up to Aug 31, 2011	2011 Budget	2011 Budget Remaining on Aug 31, 2011	Status Update on Aug 31, 2011	Percentage of Completion (%)
FV-Master Meter Update	0	0	0	30,000	30,000	In progress	10%
FV WTP - Lab Renovation & Equipment (CF)	13,521	3,723	9,798	12,277	2,479	Completed	100%
FV WTP - Upgrades (CF)	11,915	0	11,915	30,000	18,085	Completed	100%
ZA-Master Meter Update	0	0	0	20,000	20,000	In progress	50%
Raw Water Truck Fill - Zama (CF)	0	0	0	100,000	100,000	On hold	0%
ZA-Computrol Card Reader	0	0	0	11,500	11,500	Engineering Phase	0%
ZA-Distribution Pump	0	0	0	130,000	130,000	Engineering Phase	0%
LC-Hydrant Replace Program	0	0	0	100,000	100,000	In progress	25%
LC-Filter Media	28,472	0	28,472	140,000	111,528	Implementing an alternative treatment process which will not require media replacement	25%
FV WTP - Capacity & Expansion Assessment	4,810	0	4,810	50,000	45,190	Engineering assessment in progress	5%
Rural Water - Phase I (CF)	3,091,710	752,764	2,338,946	2,768,205	429,259	In progress	50%
<i>Total department 41</i>			2,400,115	\$3,431,359	1,031,244		

Sewer Disposal Department

ZA-Lift Station Pumps	22,317	0	22,317	600,000	577,683	Engineering Phase	0%
ZA-S-Curve Sewer Services (East Side)	2,544	0	2,544	50,000	47,456	On hold	0%
North Point Subdivision Lift station	103,600	3,600	100,000	632,400	532,400	Final inspection required	80%
<i>Total department 42</i>			124,861	\$1,282,400	1,157,539		

Solid Waste Disposal

1 - 40 yd bin and 2 - 30 yd bins	0	0	0	24,674	24,674	Bins are on order	10%
Land Purchase (NW 11-104-17-W5) (Tompkins Waste Transfer Station)	0	0	0	39,000	39,000	In progress	0%
<i>Total department 43</i>			0	\$63,674	63,674		

Planning & Development Department

LC-Plotter	0	0	0	7,200	7,200	Complete	100%
<i>Total department 61</i>			0	\$7,200	7,200		

Agricultural Services Department

Project Name	Total costs	Costs in prior years	Costs in current year up to Aug 31, 2011	2011 Budget	2011 Budget Remaining on Aug 31, 2011	Status Update on Aug 31, 2011	Percentage of Completion (%)
Blue Hills Drainage Study (CF)	0	0	0	10,105	10,105	the ASB hasn't decided what action to take.	0%
<i>Total department 63</i>			0	\$10,105	10,105		

Subdivision Department

ZA-Residential Subdivision	0	0	0	75,000	75,000		0%
<i>Total department 66</i>			0	\$75,000	75,000		

Recreation Department

Fort Vermilion Arena - Dressing Rooms (CF)	267,850	267,850	0	7,180	7,180	Near completion.	95%
Fort Vermilion Recreation Board (CF)	16,581	16,581	0	39,419	39,419		0%
La Crete Recreation Board (CF)	91,095	61,358	29,737	88,642	58,905		
La Crete Ball Park (CF)	78,925	0	78,925	123,518	44,593		0%
FV Walking Trail	48,184	0	48,184	48,184	0	The work was completed in 2010.	100%
Zama Recreation Board (CF)	0	0	0	96,000	96,000		0%
<i>Total department 71</i>			156,846	\$402,943	246,097		

Parks & Playgrounds Department

ZA-Park Landscaping	2,317	0	2,317	10,000	7,683	In Progress	
LC-La Crete Walking Trails Overlay	0	0	0	70,400	70,400	Completed. Awaiting the invoice.	100%
Water Spray Park (Fort Vermilion) (CF)	0	0	0	80,000	80,000	Project on hold	0%
Wadlin Lake Beach Construction	447	0	447	44,710	44,263	To be done this fall	0%
Zama Community Park Expansion (CF)	345,692	334,276	11,416	9,825	(1,591)	Completed - Landscaping to be done	100%
LC-Bobcat Tool cat	44,883	0	44,883	45,000	117	Completed	100%
LC-Lawn Mower	17,419	0	17,419	19,494	2,075	Completed	100%
LC-Dump Trailer	12,685	0	12,685	11,000	(1,685)	Completed	100%
FV - Mackenzie Park - Basketball Concrete Pad	0	0	0	21,000	21,000	Completed. Awaiting the final invoice.	100%
LC-LC Arena Swing Set	1,576	0	1,576	5,000	3,424	Completed. Awaiting the invoice.	100%
RV Dump - Hutch Lake (CF)	0	0	0	6,600	6,600	Completed.	100%
La Crete - Water Spray Park (CF)	0	0	0	60,000	60,000	Under review	0%

Project Name	Total costs	Costs in prior years	Costs in current year up to Aug 31, 2011	2011 Budget	2011 Budget Remaining on Aug 31, 2011	Status Update on Aug 31, 2011	Percentage of Completion (%)
LC-LC Hill Park Concrete Toilet	4	0	4	18,320	18,316	Re-scheduled for third week in September	0%
LC-108 Street Park Fence & Lighting	4,775	0	4,775	16,850	12,075	Fencing complete	50%
Machesis Lake-Caretaker Site Expansion	0	0	0	5,000	5,000	Completed	100%
Hutch Lake - Stairs	0	0	0	20,540	20,540	Construction to commence mid - September.	10%
<i>Total department 72</i>			95,522	\$443,739	348,217		

TOTAL 2011 Capital Projects			7,633,990	39,188,559	31,554,569		
------------------------------------	--	--	------------------	-------------------	-------------------	--	--



MACKENZIE COUNTY

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	September 23, 2011
Presented By:	J. Roy Brideau, Chief Administrative Officer
Title:	Information/Correspondence

BACKGROUND / PROPOSAL:

The following items are attached for your information, review, and action if required.

- Mackenzie Frontier Destination Marketing Organization – Draft Terms of Reference
- Mackenzie Frontier 2011 Business Plan
- La Crete Recreation Board Minutes
- Peace Country Historical Society Meeting Minutes
-
-
-
-
-
-
-
-
-
-
-

RECOMMENDED ACTION:

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

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



Mackenzie Frontier Destination Marketing Organization

Draft Terms of Reference

1. Introduction

The Regional Economic Development Initiative for Northwest Alberta (REDI) led a project to establish the creation of a Destination Marketing Organization for Northwest Alberta that would support the municipalities of Mackenzie County, the Town of High Level and the Town of Rainbow Lake. In January 2011, the group passed a motion that the board would consist of six (6) industry members and six (6) municipal elected officials for a total of twelve (12) board members, pending financial support by the municipalities. In February 2011, this group submitted a request for support from the municipalities for organization funding with the objective of hiring a staff member to support the goals of the organization.

1.1 Vision

The Mackenzie Frontier Destination Marketing Organization (DMO) will be a not-for-profit, industry led, collaboratively managed organization whose mandate is to support and grow tourism in Northwestern Alberta through the provision of strategic leadership and through active, effective partnerships with government and key stakeholders.

The vision is to be recognized and respected as an innovative leader in destination marketing and management for all tourism sectors in the region and to position the Mackenzie Frontier as a premier tourism destination within the provincial landscape.

The mission is to provide strategic leadership that builds economic, social, cultural and environmentally sustainable tourism across the entire region.

1.2 Mandate

The Mackenzie Frontier DMO will provide governance and be responsible for the planning and activities necessary to facilitate a not-for-profit organization to operate on behalf of the Mackenzie Frontier Region.



Key Responsibilities:

1. Develop and Implement a Mackenzie Frontier Creation Plan, Consisting of
 - Administration/Implementation Plan
 - Stakeholder Engagement/Communication Plan
 - Budget and Work Plan
2. Establish Mackenzie Frontier DMO as a not-for-profit corporation with appropriate by-laws and governance policies
3. Develop a board structure and oversee the installation of the Mackenzie Frontier DMO board

1.3 Engagement and Communication

The Mackenzie Frontier DMO will operate with accountability and ensure that communication with its members and with the tourism industry is regular, open and transparent.

1.4 Code of Conduct

The Mackenzie Frontier DMO will work as a team that seeks to minimize competition and enhance cooperation. Members will:

- Serve in an objective manner, representing and advocating for the greater good of all tourism operators with the Mackenzie Frontier Region
- Participate in good faith and with the intention of producing balanced and broadly accepted results
- Recognize the value and contributions of each member
- Show respect for others and demonstrate empathy and practice active listening
- Focus on issues, not personal feelings and/or positions
- Support decisions reached through due process and communicate the Committee's position to external stakeholders as required
- Openly and promptly declare all potential conflicts of interest



1.5 Roles and Responsibilities

Board Members:

1. Understand the vision and mandate of the Mackenzie Frontier DMO and support its achievement
2. Attend and actively participate in meetings and discussion by providing candid and constructive advice and input on behalf of respective Member Partner organizations
3. Actively contribute to working groups, projects or other initiatives

Chair:

1. Chair meetings and ensure decorum, professionalism and diligence in the successful completion of business, ensure active participation of members and that all sides of issues are fully heard and fairly stated
2. Ensure voting is properly conducted by clarifying issues under discussion and ensuring decisions reached by the Mackenzie Frontier DMO are clearly communicated
3. Represent the Mackenzie Frontier DMO in meetings and conduct of business with Alberta Tourism, and other stakeholders

Vice Chair:

1. Understand the responsibilities of the Chair and perform these duties in the Chair's absence and/or as delegated
2. Provide leadership and undertake assignments on behalf of the chair and the Mackenzie Frontier Board

Working Groups:

At its discretion, the Mackenzie Frontier DMO will delegate specific responsibilities and projects to specific working groups, e.g. planning, marketing, communication, etc.

1. Each Working Group will have a designated chair that will be responsible for outcomes and reporting to the Mackenzie Frontier DMO
2. To ensure balance and inclusiveness, Working Groups will be comprised of at least three (3) board members



1.6 Meetings and Quorum

The Mackenzie Frontier DMO requires a minimum of 50%+1 of board members to be present in order to establish quorum. Any motions or undertakings must be approved by 50%+1 of those in attendance in order to be accepted.

Voting must take place in person or by teleconference; no delegates may take the place of approved board members.

The members of the Mackenzie Frontier DMO agree to meet on a monthly basis, and more frequently as required in person or by conference call, until such time as the objectives of the group are achieved. The board agrees that their role is to represent and recommend strategies and plans that represent the overall interests of the regional tourism industry, and not specifically their own individual goals or objectives. Physical meeting location will remain High Level, although venue may change with adequate notice. Teleconference will be available for individuals unable to travel.

Attendance in person or by telephone at meetings is imperative.

1.7 Indemnification and Insurance

Due to its current transitional role, the board will secure insurance coverage upon incorporation.

1.8 Finance, Procurement and Expense Control

Separate banking arrangements under the name of the Mackenzie Frontier DMO will be established with two designated members appointed as co-signers.

1.9 Communications and Engagement

The Mackenzie Frontier DMO will be responsible for providing regional tourism industry stakeholder with updates on the status of Working Groups, as well as updates on tourism initiatives.



The board will establish a communications strategy that will utilize the existing resources, industry lists and communication vehicles from REDI, Mackenzie County, the Town of High Level and the Town of Rainbow Lake, as well as any provincial information or resources available.

Mackenzie Frontier 2011 Business Plan

1. Establish the Mackenzie Frontier Destination Marketing Organization as a legal entity

May 2011	Terms of Reference, Draft Budget
June 2011	Confirm municipal board members
June 2011	Establish Mackenzie Frontier DMO as a non-profit society
July 2011	Hire a part-time staff member

2. Approach local tourism businesses for membership – Membership Drive

June 2011	Make a list of potential Destination Marketing Organization members
June 2011 – July 2011	Create membership packages with information and details of membership as well as cost
August 2011 – September 2011	Share print materials and information with prospective members
September 2011 – December 2011	Member registration and community information nights for industry members and municipalities
September 2011 – December 2011	Application for grants and research of additional partnership opportunities

3. Update/create information for website

June 2011 – December 2011	Have staff member update information on website; add new information as it becomes available. Creation of print materials, signage and advertising.
---------------------------	---

4. Create map for region with all local interest points

June 2011 – July 2011	Create a map with information about our region
July 2011 – December 2011	Staff member and board will distribute information about the Mackenzie Frontier DMO and plan for upcoming provincial and territorial events and tradeshow

**LA CRETE RECREATION SOCIETY
REGULAR MEETING
AUGUST 25, 2011**

**Northern Lights Recreation Centre
La Crete, Alberta**

Present: Abe Fehr, President
Terry Tosh, Vice-President
Darlene Bergen, Secretary-Treasurer
George Derksen, Director
Simon Wiebe, Director
Wendy Morris, Director
George Fehr, Director
Beng Friesen, Director
Philip Doerksen, Arena Manager

Absent: Peter F. Braun, MD Rep
Ron Dyck, Director

Call to Order: Chair Fehr called the meeting to order at 6:05 p.m.

Approval of Agenda

1. Beng Friesen moved to accept the Agenda as amended:
 - 8.5 Blue Hills Shack
 - 8.6 Bookkeeping Services

CARRIED

Approval of Previous Meeting's Minutes

1. Wendy Morris moved to accept the June 16, 2011 Regular Meeting Minutes as presented.

CARRIED

Business from the Minutes

1. Signing authority has been changed at the bank.
2. Darlene Bergen moved to accept the Business from the Minutes.

CARRIED

Review of Action Sheet

1. Reviewed items for information only.

Financial Report

1. Discussed the ball diamond capital project financials.
2. Discussion on the bookkeeping services and financial reporting.
3. George Derksen moved to accept the Financial Report.

Manager's Report – Philip Doerksen

1. Reviewed Manager's Report for information purposes.
2. Purchased a tennis ball machine. Tennis courts are very busy.
3. George Fehr moved to accept the Manager's report for information.

CARRIED

New Business

- 8.1 LCRS Priorities – Special meeting on September 1 for discussion of priorities.
- 8.2 Jungle Gym – Discussed possibility of moving a gymnastics club into the arena. Table decision until September 1 meeting.
- 8.3 Bowling Alley Renovations – requested to move money within County's approved capital projects to add the refinishing the lanes. Renovation will take about a week to complete. Dates of the renovation will be determined early in September.
- 8.4 New Ball Diamonds – Grass left to seed and the dugouts to be finished.
- 8.5 Blue Hills Shack – Quote is for \$9,000 more than we have budgeted for. Will purchase the shack from Rocky Lane and move it to Blue Hills. Will request more money from the County to finish the project this year or wait until next year to set it up.
- 8.6 Bookkeeping Services - Evelyn Peters has resigned. Looking for someone to do the bookkeeping, website and advertising.

Terry Tosh moved that we go in camera at 7:59 p.m.

Darlene Bergen moved that we go out of camera at 8:05 p.m.

Simon Wiebe moved that the meeting be adjourned at 8:05 p.m.

Next Meeting – September 15, 2011

**LA CRETE RECREATION SOCIETY
PRIORITIES SPECIAL MEETING
SEPTEMBER 1, 2011**

**Northern Lights Recreation Centre
La Crete, Alberta**

Present: Abe Fehr, President
Terry Tosh, Vice-President
Darlene Bergen, Secretary-Treasurer
George Derksen, Director
Simon Wiebe, Director
Beng Friesen, Director
George Fehr, Director
Peter F. Braun, MD Rep
Philip Doerksen, Arena Manager

Absent: Wendy Morris, Director
Ron Dyck, Director

Call to Order: Chair Fehr called the meeting to order at 6:13 p.m.

Jungle Gym – Discussion on moving the Jungle Gym into the Arena facility. Invite YAC Board to next meeting to discuss the Jungle gym's request for space currently occupied by YAC. Check with the Jungle Gym on the height of the ceiling to see if it will work for gymnastics.

Major Maintenance and New small capital from the County 2012

1. Blue Hills shack - \$12,000
2. Arena lights - \$10,000
3. Quash boards - \$10,000
4. Ice Edger for outdoor rinks - \$5,000
5. Cement pad for the back of the arena - \$5,000
6. Recondition Olympia \$7,000
7. Kitchen Rangehood - \$15,000
8. La Crete tennis courts and move basketball court - \$15,000
9. Hose reel – \$4,500
10. Water into shop \$6,000
11. Ice Scraper repair 3,000
12. Blumenort Tennis Courts (2 courts) - \$100,000 – ask for \$50,000 if we get the 50% matching grant. (not included in the total \$92,000)

Total \$92,000 + \$50,00 for Blumenort Tennis Courts

Major Capital Projects in order of priority:

1. Swimming Pool
2. Arena Lobby Renovations
3. Pave Arena Outdoor Rink

Darlene Bergen moved that the meeting be adjourned at 8:15 p.m.

PEACE COUNTRY HISTORICAL SOCIETY
Saturday, June 4, 2011 10:00 am- 12:00pm

Senior's Golden Age Centre- Peace River

GENERAL MEETING MINUTES

November 26, 2011- General with presentation (Marge Mueller?)- Grande Prairie Museum- Janet L. Peterson arranging location

January 21, 2012- Board of Directors- Grande Prairie Museum

February- Lecture- Marge Mueller and Daryl White will arrange? - Grande Prairie Regional College

March 17, 2012- General- with Presentation (Glen Leslie) - Grande Prairie Museum

April 21, 2012 - Board of Directors- Grande Prairie Museum

May 19, 2012- PCHS 3rd AGM (2nd book launch) – 10:00am-1:00pm Grande Prairie Museum- Lunch and silent auction

June 2012- General- Traveling Meeting- suggestion being to Grouard

C. Janet L. Peterson sent copies of 2nd newsletter around room, approved.

8) Projects

A. Map Book Update- Pat Wearmouth has Athabasca/Long Trail well in hand.

B. Leslie Pearson is getting familiar with the website

C. Future Lecture Topics: Discussion of various speakers & topics. U of A Ukrainian Professor, Sexsmith's 25th Chataqua in 2012, Marge Mueller –Meti Local 100 in Grande Prairie on NW Meti settlement in Northwestern Alberta.

9) Business

1. PCHS Fundraising small and large for the Fall/winter-

60's theme event, mediaeval feast. Peace River does a street Dance

2. PCHS Post Office Box: do we or don't we?

Daryl moved PCHS acquire its own business mail box, Pat Wearmouth seconded motion, Carried.

Lavern Sorgaard moved meeting be adjourned, approved.

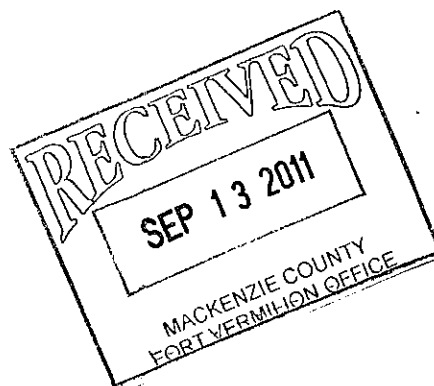
Adjournment 11:45 am.

NEXT GENERAL MEETING

September 17, 2011- General Meeting at 10:00 am- Silverwing Hall by LaGlace; \$5.00 lunch to follow



Township Road 752 and Range Road 90



PEACE COUNTRY HISTORICAL SOCIETY
Saturday, June 4, 2011 10:00 am- 12:00pm
Senior's Golden Age Centre- Peace River
GENERAL MEETING MINUTES

12 in Attendance- Laura Gloor, Lois Stranaghan, Gary Christopherson, Lucie Campbell, , Willard Logan, Lavern Sorgaard, Leslie Pearson, Pat Wearmouth, Daryl White, Janet L. Peterson, Judy & Campbell Ross,

4 absent with apologies- Dalton Longson, Irene Nicolson, Gordon Mackey, Elizabeth Sande,

1) Call to Order- 10:15 am

2) Additions to agenda/approval of agenda- Addition of 9)2. Society Post Office Box, Campbell Ross moved acceptance of agenda with addition, Leslie Pearson seconded motion, Carried.

3) Minutes of Previous meeting- General-January 22, 2011. Board- May 14, 2011.
Leslie Campbell moved acceptance of minutes as presented, Lavern Sorgaard seconded motion, Carried.

4) Correspondence-

Email book orders Janet L. Peterson is dealing with them as they come in.

5) **President's Report- Daryl White-**

HSA- Scholarship Program has been extended another year, open to ALL post secondary students and subject matter to be Alberta History.

HSA AGM to be in Calgary in 2012 (hoping to co-host with the Calgary Stampede Board)

Pat Wearmouth spoke well at the AGM in Lethbridge

Grande Prairie Heritage Fair winner, gave her presentation in Lethbridge on Pricilla Levac- Skateboarder.

Daryl White move acceptance of President's Report as Presented, Laura Gloor seconded, Carried.

6) **Treasurers Report- Lucie Campbell** reports \$620 in book sales and receipt of \$60 HSA memberships, payment of \$480.88 for Stopping Places printing, Bringing total Bank balance to \$6802.47.**Lucie Campbell moved financial report be accepted for information purposes, Pat Wearmouth seconded motion, Carried.**

7) **Other business** -

A. Marketing for Maps of the Peace #1- after discussion-

i. Willard Logan took case of 50 books to give to Marge for sales at her events.

ii. **Lavern Sorgaard moved reimbursement for 2 additional Edson Trail Centennial Celebration tickets, in addition to the pair originally approved. Spouses can attend event with volunteer sales persons; Laura Gloor seconded, Carried.**

iii. Janet L. Peterson will contact Doug Spry about remains of his case of books.

B. Future PCHS Meetings, Lectures, locations; etc. ALL MEETINGS 10am – 12noon
September 17, 2011- General Meeting- Silverwing Hall by LaGlace; \$5.00 lunch to follow
October – Lecture- Grande Prairie Cold Case Mass Murder- Grande Prairie Regional College- Daryl White arranging time and date.