

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

Tuesday, March 11, 2008

10:00 a.m.

**Council Chambers
Fort Vermilion, AB**

PRESENT:

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

ABSENT:

ADMINISTRATION:

William (Bill) Kostiw	Chief Administrative Officer
Joulia Whittleton	Director of Corporate Services
Ryan Becker	Director of Planning & Emergency Services
Mark Schonken	Director of Public Works & Agriculture
Carol Gabriel	Executive Assistant (left at 11:00 a.m.)

ALSO PRESENT: Members of the public.

Minutes of the Regular Council meeting for Mackenzie County held on March 11, 2008 at the Council Chambers in Fort Vermilion, Alberta.

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

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

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

MOTION 08-03-172 **MOVED** by Councillor Braun

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

- 12. a) La Crete Building Committee
- 14. f) Jake & Susanne Wolfe (High Level Rural)
- 10. f) Edmonton City Centre Airport
- 10. g) Trapper's Shack – Historical Designation

- 10. h) Fort Vermilion FCSS Advisory Committee
Vacancies
- 10. i) Ratepayers Meetings

CARRIED

**ADOPTION OF THE
PREVIOUS MINUTES:**

- 3. a) **Minutes of the February 27, 2008 Regular Council Meeting**

MOTION 08-03-173

MOVED by Councillor D. Driedger

That the minutes of the February 27, 2008 Regular Council meeting be adopted as amended.

CARRIED

**BUSINESS ARISING
OUT OF THE MINUTES:**

- 4. a) **Atlas Landing Campground**

MOTION 08-03-174

MOVED by Councillor Wardley

That Mackenzie County pursue securing the lease and associated survey costs for the Atlas Recreation Area and long term agreement with a local non-profit group, subject to a detailed operator's agreement with funding for the survey coming from the parks and recreation budget.

CARRIED

- 4. b) **Firesky Golf Club & Estates
Bylaw 669/08 – Land Use Bylaw Amendment to Add
Residential Condominium District (RCD)**

MOTION 08-03-175

MOVED by Councillor Braun

That first reading be given to Bylaw 669/08 being a Land Use Bylaw amendment to add Residential Condominium District (RCS) zoning to the Land Use Bylaw as amended.

CARRIED

DELEGATIONS:

- 5. a) **RCMP**

No delegation present at the meeting.

GENERAL REPORTS:

- 6. a) **Parks and Recreation Committee Meeting Minutes –**

January 10, 2008

MOTION 08-03-176

MOVED by Councillor J. Driedger

That the Parks and Recreation Committee meeting minutes of January 10, 2008 be received for information.

CARRIED

6. b) Agricultural Service Board Meeting Minutes

MOTION 08-03-177

MOVED by Councillor Wardley

That the Agricultural Service Board meeting minutes be received for information.

CARRIED

6. c) Mackenzie Library Board Meeting Minutes – November 12, 2007

MOTION 08-03-178

MOVED by Councillor Wardley

That the Mackenzie Library Board meeting minutes of November 12, 2007 be received for information.

CARRIED

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

9. a) Council Committee Reports

Councillor D. Driedger reported on the Agricultural Service Board and the Agricultural Land Task Force meeting.

Councillor Wardley reported on the off-site levy workshop, RCMP community profile for Zama, and the Mackenzie Library Board.

Councillor Toews reported on the Subdivision and Development Appeal Board workshop.

Councillor Watson reported on the Mackenzie Regional Waste Management, inter-municipal negotiations, and the meeting with Firesky Golf Club & Estates.

Councillor J. Driedger reported on the meeting with Firesky Golf Club & Estates, La Crete Building Committee, and the Mackenzie Library Board.

Deputy Reeve Sarapuk reported on the REDI ethanol meeting.

Reeve Newman reported on the meeting with Firesky Golf Club & Estates, La Crete Chamber of Commerce Annual General Meeting, and the Agriculture Land Task Force.

Councillor Froese reported on the Municipal Planning Commission meetings and the Agriculture Land Task Force.

Councillor Braun reported on the La Crete Recreation Board Annual General Meeting, Parks & Recreation Committee, Finance Committee, Municipal Planning Commission, REDI ski-hill, and the off-site levy workshop.

Councillor Neufeld reported on the Agriculture Land Task Force and the Agriculture Service Board.

MOTION 08-03-179

MOVED by Deputy Reeve Sarapuk

That the council verbal reports be accepted as information.

CARRIED

Reeve Newman recessed the meeting at 10:54 a.m. and reconvened the meeting at 11:10 a.m.

9. b) CAO & Director Reports

MOTION 08-03-180

MOVED by Councillor Watson

That the Director of Corporate Services, Director of Public Works & Agriculture, Director of Environmental Services, Director of Planning & Emergency Services, and the Chief Administrative Officer reports be accepted for information.

CARRIED

**CORPORATE
SERVICES:**

10. a) Assessment Review Board Workshops

MOTION 08-03-181

MOVED by Councillor Braun

That all Councillors and the ARB members be authorized to attend one of the Assessment Review Board training sessions being held at various locations throughout the province.

MOVED by Councillor Wardley

That all Councillors and the ARB members be authorized to attend one of the Assessment Review Board training sessions being held in Edmonton, St. Albert or Grande Prairie.

CARRIED

10. b) Bargaining Committee (Union Negotiations)

MOTION 08-03-182

MOVED by Councillor Toews

That the County's Bargaining Committee be comprised of the Finance Committee members as per the Finance Committee Terms of Reference.

CARRIED

MOTION 08-03-183

MOVED by Councillor Braun

That the following individuals be authorized to sign on behalf of the Bargaining Committee:

Chair of the Finance Committee
Chief Administrative Officer

CARRIED

MOTION 08-03-184

MOVED by Deputy Reeve Sarapuk

That the Reeve and Chief Administrative Officer be authorized to sign the Collective Agreement following ratification by Council.

CARRIED

10. c) Assessment Services

MOTION 08-03-185

MOVED by Councillor Wardley

That a request for proposals be prepared and advertised for the assessment services provision for a five-year contract, if possible in conjunction with the Towns of High Level and Rainbow Lake for Council's perusal.

CARRIED

10. d) Auditing Services

MOTION 08-03-186

MOVED by Councillor Watson

That administration solicits proposals for the provision of audit services for a three-year period and, in conjunction with the Finance Committee, bring a recommendation to Council for approval.

CARRIED

MOTION 08-03-187

MOVED by Councillor Wardley

That administration research options and costs of auditing the local non-profit organizations that operate the County owned facilities or grounds.

CARRIED

10. e) Tri-Council Meeting (Mackenzie Housing Management Board Requisition)

MOTION 08-03-188

MOVED by Deputy Reeve Sarapuk

That the Tri-Council (Mackenzie Housing Management Board Requisition) meeting be set for April 10, 2008 at 7:00 p.m. in High Level.

CARRIED

Reeve Newman recessed the meeting at 12:07 p.m. and reconvened the meeting at 12:48 p.m.

10. f) Edmonton City Centre Airport (ADDITION)

MOTION 08-03-189
Requires Unanimous

MOVED by Councillor Toews

That a letter be sent to Mayor Mandell and the Edmonton City Council stating our support for the City Centre Airport and continue lobbying for increased service for northern Alberta at the airport (copy to all northern municipalities).

CARRIED

10. g) Trapper's Shack – Historical Designation (ADDITION)

Councillor Toews declared himself in conflict and left the meeting at 12:55 p.m.

MOTION 08-03-190

MOVED by Councillor Watson

Requires Unanimous

That administration prepare a bylaw designating the Trapper Shack in Fort Vermilion as a historical site and bring it back to Council.

CARRIED

Councillor Toews rejoined the meeting at 12:59 p.m.

PUBLIC HEARINGS:

7. a) Bylaw 665/08 Land Use Bylaw Amendment to Rezone Part of SE 13-106-14-W5M from Agricultural District 1 "A1" to Direct Control District 1 "DC"1

Reeve Newman called the public hearing for Bylaw 665/08 to order at 1:02 p.m.

Reeve Newman asked if the public hearing for proposed Bylaw 665/08 was properly advertised. Ryan Becker, Director of Planning & Emergency Services, answered that the bylaw was advertised in accordance with the Municipal Government Act.

Reeve Newman asked the Development Authority to outline the proposed Land Use Bylaw Amendment. Ryan Becker, Director of Planning & Emergency Services, presented the Development Authority's submission and indicated that first reading was given on February 12, 2008.

Reeve Newman asked if Council has any questions of the proposed Land Use Bylaw Amendment. There were no questions.

Reeve Newman asked if any submissions were received in regards to proposed Bylaw 665/08. No submissions were received.

Reeve Newman asked if there was anyone present who would like to speak in regards to the proposed Bylaw 665/08. There was no one present to speak to the proposed Bylaw.

Reeve Newman closed the public hearing for Bylaw 665/08 at 1:07 p.m.

MOTION 08-03-191

MOVED by Councillor Toews

That second reading be given to Bylaw 665/08, being a Land Use Bylaw amendment to rezone Part of SE 13-106-14-W5M from Agricultural District 1 (A1) to Direct Control District 1 (DC1).

CARRIED

MOTION 08-03-192

MOVED by Councillor Watson

That third reading be given to Bylaw 665/08, being a Land Use Bylaw amendment to rezone Part of SE 13-106-14-W5M from Agricultural District 1 (A1) to Direct Control District 1 (DC1).

CARRIED

DELEGATION:

**5. b) Abe Driedger – 1:15 p.m.
(Bylaw 664/08 Land Use Bylaw Amendment)**

Abe Driedger appeared before Council to inquire about proposed Bylaw 664/08 for which first reading was defeated at the February 12, 2008 Council meeting. It was suggested that Mr. Driedger meet with administration to discuss other options/solutions.

Reeve Newman thanked Mr. Driedger for attending the meeting.

**10. h) Fort Vermilion FCSS Advisory Committee Vacancies
(ADDITION)**

MOTION 08-03-193
Requires Unanimous

MOVED by Deputy Reeve Sarapuk

That administration advertise for the two vacant positions on the Fort Vermilion FCSS Advisory Committee.

CARRIED

10. i) Ratepayers Meetings (ADDITION)

MOTION 08-03-194
Requires Unanimous

MOVED by Deputy Reeve Sarapuk

That the 2007 ratepayers meetings be set for June 5th, 6th, 12th, and 13th.

CARRIED

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

12. a) La Crete Building Committee (ADDITION)

MOTION 08-03-195
Requires Unanimous

MOVED by Councillor Froese

That the new County Administration Building conceptual design and site location be accepted as amended and that administration be instructed to bring back a revised draft with costs for Council review as discussed.

CARRIED UNANIMOUSLY

TENDERS:

8. a) 2008 Zama City Critical Infrastructure Protection Project (Fire Guard)

MOTION 08-03-196

MOVED by Councillor Neufeld

That the 2008 Zama City Critical Infrastructure Protection Project tenders be opened at 1:36 p.m.

CARRIED

Jeff Anderson from Sustainable Resource Development provided an update to Council on the Zama Fire Guard Project.

MOTION 08-03-197

MOVED by Councillor Neufeld

That administration negotiate with the lowest qualifying bidder and Sustainable Resource Development for the 2008 Zama City Critical Infrastructure Protection Project in order to bring this project to completion.

CARRIED

Reeve Newman recessed the meeting at 2:01 p.m. and reconvened the meeting at 2:14 p.m.

MOTION 08-03-198

Requires 2/3

MOVED by Councillor Froese

That the Zama Fire Guard project budget be amended (increased) by \$50,000 with funds coming from the Emergency Services Reserve.

CARRIED

OPERATIONAL SERVICES:

11. a) No items

**INFORMATION/
CORRESPONDENCE:**

13. a) Information/Correspondence Items

MOTION 08-03-199

MOVED by Councillor Neufeld

That Councillor Toews be authorized to attend the Commuter Air Access Network of Alberta (CAANA) meetings.

CARRIED UNANIMOUSLY

MOTION 08-03-200

MOVED by Councillor Driedger

That administration draft a ratepayer satisfaction survey and bring it back to Council.

DEFEATED

MOTION 08-03-201

MOVED by Councillor Driedger

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

CARRIED

IN CAMERA SESSION:

MOTION 08-03-202

MOVED by Councillor Driedger

That Council move in-camera to discuss issues under the Freedom of Information and Protection of Privacy Regulations 18 (1) at 2:31 p.m.

- 14. a) Personnel
- 14. b) Special Projects
- 14. c) Inter-municipal Negotiations
- 14. d) Forestry
- 14. e) Legal
- 14. f) Jake & Susanne Wolfe (High Level Rural)

CARRIED

MOTION 08-03-203

MOVED by Councillor Driedger

That Council move out of camera at 3:19 p.m.

CARRIED

14. b) Special Projects

MOTION 08-03-204

MOVED by Councillor Watson

That the two forced roads that have been contemplated south of

Highway 58 be built on the west side of the property adjacent to or on road allowance range road 18-5 south of Highway 58.

CARRIED

NEXT MEETING DATE: 15. a) **Regular Council Meeting**

Regular Council Meeting
Wednesday, March 26, 2008
4:00 p.m.
Council Chambers, Fort Vermilion, AB

ADJOURNMENT: 16. a) **Adjournment**

MOTION 08-03-205 **MOVED** by Councillor Driedger

That the Regular Council meeting be adjourned at 3:32 p.m.

CARRIED

These minutes will be presented to Council for approval on Wednesday, March 26, 2008.

Greg Newman, Reeve

Carol Gabriel, Executive Assistant

DRAFT

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Tuesday, March 11, 2008
10:00 a.m.**

**Council Chambers
Fort Vermilion, Alberta**

AGENDA

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CALL TO ORDER:	1.	a) Call to Order	
AGENDA:	2.	a) Adoption of Agenda	
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		b) Firesky Golf Club & Estates	
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		b) Abe Driedger – 1:15 p.m. (Bylaw 664/08 Land Use Bylaw Amendment)	17
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TENDERS:	8.	a)	2008 Zama City Critical Infrastructure Protection Project (Fire Guard) – 1:30 p.m.	67
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OPERATIONAL SERVICES:	11.	a)		
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		c)		
PLANNING, EMERGENCY, AND ENFORCEMENT SERVICES:	12.	a)	La Crete Building Committee (Addition)	
		b)		
		c)		
INFORMATION / CORRESPONDENCE:	13.	a)	Information/Correspondence Items	117
IN CAMERA SESSION:	14.	a)	Personnel	
		b)	Special Projects	
		c)	Inter-municipal Negotiations	

- d) Forestry
- e) Legal
- f) **Jake & Susanne Wolfe (Addition)**
- g)

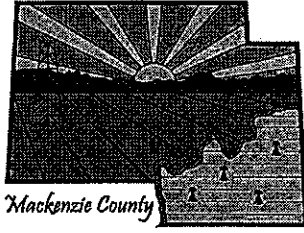
**NEXT MEETING
DATE:**

- 15. a) Regular Council Meeting
Wednesday, March 26, 2008
4:00 p.m.
Council Chambers – Fort Vermilion, AB

ADJOURNMENT:

- 16. a) Adjournment





MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	March 11, 2008
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Minutes of the February 27, 2008 Regular Council Meeting

BACKGROUND / PROPOSAL:

Minutes of the February 27, 2008 Regular Council meeting are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

That the minutes of the February 27, 2008 Regular Council meeting be adopted as presented.

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

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Wednesday, February 27, 2008
4:00 p.m.
Town of High Level Council Chambers
High Level, AB**

PRESENT:

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

ABSENT:

ADMINISTRATION:

William (Bill) Kostiw	Chief Administrative Officer
Joulia Whittleton	Director of Corporate Services
John Klassen	Director of Environmental Services
Ryan Becker	Director of Planning & Emergency Services
Carol Gabriel	Executive Assistant

ALSO PRESENT: Members of the public and the media.

Minutes of the Regular Council meeting for Mackenzie County held on February 27, 2008 at the Town of High Level Council Chambers in High Level, Alberta.

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

Reeve Newman called the meeting to order at 4:03 p.m.

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

MOTION 08-02-146 **MOVED** by Councillor Watson

That the agenda be adopted as amended with the addition of:
11. c) Atlas Landing Campground

CARRIED

**ADOPTION OF THE
PREVIOUS MINUTES:**

3. a) **Minutes of the February 12, 2008 Regular Council Meeting**

MOTION 08-02-147

MOVED by Councillor Braun

That the minutes of the February 12, 2008 Regular Council meeting be adopted as presented.

CARRIED

3. b) **Minutes of the February 14, 2008 Special Council Meeting**

MOTION 08-02-148

MOVED by Deputy Reeve Sarapuk

That the minutes of the February 14, 2008 Special Council meeting be adopted as presented.

CARRIED

**BUSINESS ARISING
OUT OF THE MINUTES:**

4. a) **None**

DELEGATIONS:

5. a) **RCMP**

MOTION 08-02-149

MOVED by Councillor Froese

That the RCMP report by S/Sgt. Steve Wright be received for information.

CARRIED

GENERAL REPORTS:

6. a) **Municipal Planning Commission Meeting Minutes – January 24, 2008**

MOTION 08-02-150

MOVED by Councillor Toews

That the Municipal Planning Commission meeting minutes of January 24, 2008 be received for information.

CARRIED

PUBLIC HEARINGS:

7. a) **Bylaw 656/07 – Land Use Bylaw Amendment to Rezone a One Mile Radius Around Plan 002-1068, Lots 2, 4 & 5 From Agricultural District 1 (A1) to Direct**

Control District 1 (DC1) (High Level Rural)

Reeve Newman called the public hearing for Bylaw 656/07 to order at 4:09 p.m.

Reeve Newman asked if the public hearing for proposed Bylaw 656/07 was properly advertised. Ryan Becker, Director of Planning & Emergency Services, answered that the bylaw was advertised in accordance with the Municipal Government Act.

Reeve Newman asked the Development Authority to outline the proposed Land Use Bylaw Amendment. Ryan Becker, Director of Planning & Emergency Services, presented the Development Authority's submission and indicated that first reading was given on November 13, 2007.

Reeve Newman asked if Council has any questions of the proposed Land Use Bylaw Amendment. There were no questions.

Reeve Newman asked if any submissions were received in regards to proposed Bylaw 656/07. One written submission was received by Stephan and Kelly Casault and read aloud by Ryan Becker, Director of Planning & Emergency Services.

Reeve Newman asked if there was anyone present who would like to speak in regards to the proposed Bylaw 656/07. Several affected landowners spoke in opposition to the proposed Bylaw amendment.

Reeve Newman closed the public hearing for Bylaw 656/07 at 4:36 p.m.

MOTION 08-02-151

MOVED by Councillor Neufeld

That second reading be given to Bylaw 656/07 being a Land Use Bylaw amendment to rezone all subject parcels within a one mile proximity of Plan 002-1068, Lot 2, Lot 4 and Lot 5 from Agricultural District 1 "A1" to Direct Control District 1 "DC1".

DEFEATED

MOTION 08-02-152

MOVED by Councillor J. Driedger

That administration bring back options regarding the proposed rezoning of a one mile radius surrounding Plan 002-1068, Lot 2, Lot 4 and Lot 5 through consultation with the affected

landowners.

CARRIED

TENDERS:

8. a) None

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

9. a) None

**CORPORATE
SERVICES:**

10. a) Mackenzie Housing Lodge – Computer Request

MOTION 08-02-153

MOVED by Councillor Toews

That an old computer workstation be donated to the Mackenzie Housing Management Board for the use by residents at the Heimstead Lodge.

CARRIED

10. b) New Xerox Purchase for La Crete Office

MOTION 08-02-154

Requires 2/3

MOVED by Councillor Wardley

That the 2008 La Crete Xerox purchase capital project be amended from \$30,000 to \$36,000 with the added \$6,000 coming from contributions through the general operating fund.

CARRIED UNANIMOUSLY

10. c) Northern Lights Health Region

MOTION 08-02-155

MOVED by Councillor Neufeld

That administration set up a meeting with the Northern Lights Health Region.

CARRIED

**OPERATIONAL
SERVICES:**

11. a) Road Construction Request – Ernie Driedger SE 12-104-16-W5M

MOTION 08-02-156

MOVED by Councillor Froese

That the Road Construction Request to SE 12-104-16-W5M be tabled for budget considerations.

CARRIED

11. b) Gravel Reclamation Liability

MOTION 08-02-157

MOVED by Councillor Wardley

That the Gravel Reclamation Liability report be approved as presented and that administration make the proposed appropriate budgetary amendments to bring back to the Council budget meeting.

CARRIED

11. c) Atlas Landing Campground

MOTION 08-02-158

Requires Unanimous

MOVED by Councillor Wardley

That Mackenzie County pursue securing the lease and associated survey costs for the Atlas Recreation Area and a ^{long} ~~five~~ ~~year~~ agreement with a local non-profit group, subject to a detailed operator's agreement with funding coming from the parks and recreation budget.

NOTE



term

Defeated

Reeve Newman recessed the meeting at 5:12 p.m. and reconvened the meeting at 5:28 p.m.

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

12. a) Bylaw 667/08 Land Use Bylaw Amendment to Rezone Part of NW 3-106-15-W5M from Hamlet Residential-Commercial Transitional District "HRCT", Hamlet Commercial District 1 "HC1" and Hamlet Commercial District 2 "HC2" to Public/Institutional District "HP" (Hamlet of La Crete)

MOTION 08-02-159

MOVED by Councillor Toews

That first reading be given to Bylaw 667/08, being a Land Use Bylaw amendment to rezone Part of NW 3-106-15-W5M from Hamlet Residential-Commercial Transitional District "HRCT", Hamlet Commercial District 1 "HC1" and Hamlet Commercial District 2 "HC2" to Public/Institutional District "HP" in the Hamlet of La Crete.

CARRIED

12. b) Bylaw 668/08 Land Use Bylaw Amendment to Rezone Plan 6076RS, Block 6, Lot 1 from Hamlet Residential District 1 "HR1" to Hamlet Residential District 3 "HR3" (Hamlet of La Crete)

MOTION 08-02-160

MOVED by Councillor Froese

That first reading be given to Bylaw 668/08, being a Land Use Bylaw amendment to rezone Plan 6076RS, Block 6, Lot 1 from Hamlet Residential District 1 "HR1" to Hamlet Residential District 3 "HR3" in the Hamlet of La Crete. Furthermore, that a tentative plan by a surveyor is required, clearly indicating the proposed subdivision boundaries, the placement of the buildings and the required parking stall, prior to the passing of this Bylaw.

DEFEATED

**INFORMATION/
CORRESPONDENCE:**

13. a) Information/Correspondence Items

MOTION 08-02-161

MOVED by Councillor J. Driedger

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

CARRIED

MOTION 08-02-162

MOVED by Councillor Wardley

That administration review the required sign replacement within the County and advise the Alberta Motor Association.

CARRIED

MOTION 08-02-163

MOVED by Councillor Neufeld

That Councillor Braun be authorized to attend the Persons with Developmental Disabilities Northwest Spring Celebration and Awards Night on May 9, 2008 in Grande Prairie.

CARRIED

IN CAMERA SESSION:

MOTION 08-02-164

MOVED by Councillor Watson

That Council move in-camera to discuss issues under the

Freedom of Information and Protection of Privacy Regulations 18
(1) at 5:45 p.m.

- 14. a) Personnel
- 14. b) Special Projects
- 14. c) Inter-municipal Negotiations
- 14. d) Forestry
- 14. e) Legal

CARRIED

MOTION 08-02-165

MOVED by Councillor Neufeld.

That Council move out of camera at 6:25 p.m.

CARRIED

14. a) Personnel

MOTION 08-02-166

MOVED by Councillor Toews

That the personnel report be approved as presented.

CARRIED

14. b) Special Projects

MOTION 08-02-167

MOVED by Councillor Watson

That the special projects negotiations report be received for information and that the committee continue.

CARRIED

14. c) Inter-Municipal Negotiations

MOTION 08-02-168

MOVED by Deputy Reeve Sarapuk

That the inter-municipal negotiations report be received for information.

CARRIED

14. d) Forestry

MOTION 08-02-169

MOVED by Councillor Braun

That administration prepare a letter to the Premier and the Minister of Sustainable Resource Development regarding the cross border transfer of hog fuel.

CARRIED

14. e) Legal

MOTION 08-02-170

MOVED by Councillor Froese

That the legal report be received as presented and that negotiations continue to resolve these matters.

CARRIED

NEXT MEETING DATE:

15. a) Regular Council Meeting

Regular Council Meeting
Tuesday, March 11, 2008
10:00 a.m.
Council Chambers, Fort Vermilion, AB

ADJOURNMENT:

16. a) Adjournment

MOTION 08-02-171

MOVED by Councillor Braun

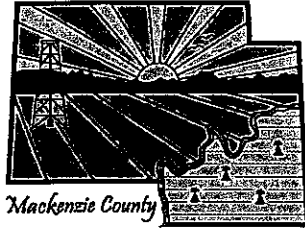
That the Regular Council meeting be adjourned at 6:27 p.m.

CARRIED

These minutes will be presented to Council for approval on Tuesday, March 11, 2008

Greg Newman, Reeve

Carol Gabriel, Executive Assistant



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	March 11, 2008
Presented By:	Ryan Becker, Director of Planning and Emergency Services
Title:	Bylaw 669/08 - Land Use Bylaw Amendment to add Residential Condominium District (RCD)

BACKGROUND / PROPOSAL:

Mackenzie County has received a request to amend the Land Use Bylaw to allow for a Condominium Development within Mackenzie County.

OPTIONS & BENEFITS:

The Kelly's are proposing to construct a golf course/condominium development on Section 15-109-19-W5M. We have not received an official tentative plan to date but they have submitted plans from similar development in other areas.

The County's Land Use Bylaw currently does not have a district that allows for this type of development. The Country Residential Districts do allow for Intensive Recreation, which includes golf courses and driving ranges.

Administration proposes to add a new district to the Land Use Bylaw that will deal specifically with condominium type development.

COSTS & SOURCE OF FUNDING:

Not Applicable

Author: Liane Lambert,
Development Officer

Reviewed By: _____

CAO _____

RECOMMENDED ACTION:

Motion

That first reading be given to Bylaw 669/08 being a Land Use Bylaw amendment to add Residential Condominium District (RCD) zoning to the Land Use Bylaw.

RESIDENTIAL CONDOMINIUM DISTRICT (RCD)

1. PURPOSE

The purpose of this district is to provide for serviced residential condominiums units.

2. USES

No person shall use any lot or erect, alter or use any building or structure for any purpose except one or more of the following:

Permitted Use

- a. Single Detached Dwelling (Constructed on site (stick built) one per lot)
- b. Attached garage
- c. Accessory buildings less than 92 square meters

Discretionary Uses

- a. Accessory Structure or Use
- b. Accessory buildings 92 square meters or greater
- c. Park
- d. Public Use
- e. Semi-detached Dwellings (Constructed on site)
- f. Sign
- g. Utilities
- h. Detached Garage
- i. Golf Course
- j. Ponds

3 DISTRICT REQUIRMENTS

The following regulations shall apply to every development in this district:

Minimum Condominium Lot Area: 0.2 ha (0.0.49 acres)

Author: Liane Lambert,
Development Officer

Reviewed By: _____

CAO _____

Minimum Condominium Block Width	30 meters	(98.4 ft)
Minimum Front and Exterior Side Yard	7.0 meters	(22.96 ft)
Minimum Rear Yard:	7.0 meters	(22.96 ft)
Maximum Building Height:	10.5 meters	(34.44 ft)
Minimum Interior Side Yard:	3.0 meters	(9.84 ft)
Minimum Separation Between Buildings:	3.0 meters	(9.84 ft)
Minimum Common Landscape Area:	5%	
Maximum Gross Density:	30 units/ha	

	<u>Single Detached</u>	<u>Semi-Detached</u>
Minimum Unit Area (Land)	425 m ² (4'574 ft ²)	300 m ² (3'229 ft ²)
Minimum Unit Width (Land)	10 meters (32 feet)	9 meters (29.52 feet)
Minimum Landscape Area/Unit:	30%	30%
Minimum Depth for internal Yards:		
(a) Side Yards:	1.5 meters (4.92 feet)	1.5 meters
(b) Front and rear Yards	7 meters (22.96 feet)	7 meters

4. **SPECIAL REQUIRMENTS: ACCESSORY BUILDINGS ON LAND UNITS**

No accessory buildings or structure shall be erected in any yard of a land unit other than the interior side yard or rear yard and shall be no closer to any lot line than 1.5 meters (5 feet). The maximum floor area for each accessory building on a land unit shall be 35m². Larger accessory buildings are allowed only on common property within the condominium block.

5. **SPECIAL REQUIRMENTS: LAND UNITS**

The front yard for condominium land units ^{will} may be measured from the edge of the road right-of-way. (Minimum 20 meters road right-of-way).

Author: Liane Lambert,
Development Officer

Reviewed By:

CAO

BYLAW NO. 669/08

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

**TO AMEND THE PUBLIC/INSTITUTIONAL DISTRICT IN THE
MACKENZIE COUNTY LAND USE BYLAW**

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

WHEREAS, Mackenzie County has a General Municipal Plan adopted in 1995, and

WHEREAS, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to add Residential Condominium District (RCD) zoning in the Mackenzie County Land Use Bylaw.

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

1. To add Residential Condominium District (RCD) zoning to the Mackenzie County Land Use Bylaw

RESIDENTIAL CONDOMINIUM DISTRICT (RCD)

1. **PURPOSE**

The purpose of this district is to provide for serviced residential condominiums units.

2. **USES**

No person shall use any lot or erect, alter or use any building or structure for any purpose except one or more of the following:

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Discretionary Uses

- a. Accessory Structure or Use
- b. Accessory buildings 92 square meters or greater
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- d. Public Use
- e. Semi-detached Dwellings (Constructed on site)
- f. Sign
- g. Utilities
- h. Detached Garage
- i. Golf Course
- j. Ponds

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Minimum Rear Yard:	7.0 meters	(22.96 ft)
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Minimum Separation Between Buildings:	3.0 meters	(9.84 ft)
Minimum Common Landscape Area:	5%	
Maximum Gross Density:	30 units/ha	

	<u>Single Detached</u>	<u>Semi-Detached</u>
Minimum Unit Area (Land)	425 m ² (4'574 ft ²)	300 m ² (3'229 ft ²)
Minimum Unit Width (Land)	10 meters (32 ft)	9 meters (29.52 ft)
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Minimum Depth for internal Yards:		
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4. SPECIAL REQUIRMENTS: ACCESSORY BUILDINGS ON LAND UNITS

No accessory buildings or structure shall be erected in any yard of a land unit other than the interior side yard or rear yard and shall be no closer to any lot line than 1.5 meters (5 feet). The maximum floor area for each accessory building on a land unit shall be 35m². Larger accessory buildings are allowed only on common property within the condominium block.

5. SPECIAL REQUIRMENTS: LAND UNITS

The front yard for condominium land units may be measured from the edge of the road right-of-way. (Minimum 20 meter road right-of-way).

First Reading given on the _____ day of _____, 2008.

Greg Newman, Reeve

Carol Gabriel, Executive Assistant

Second Reading given on the _____ day of _____, 2008.

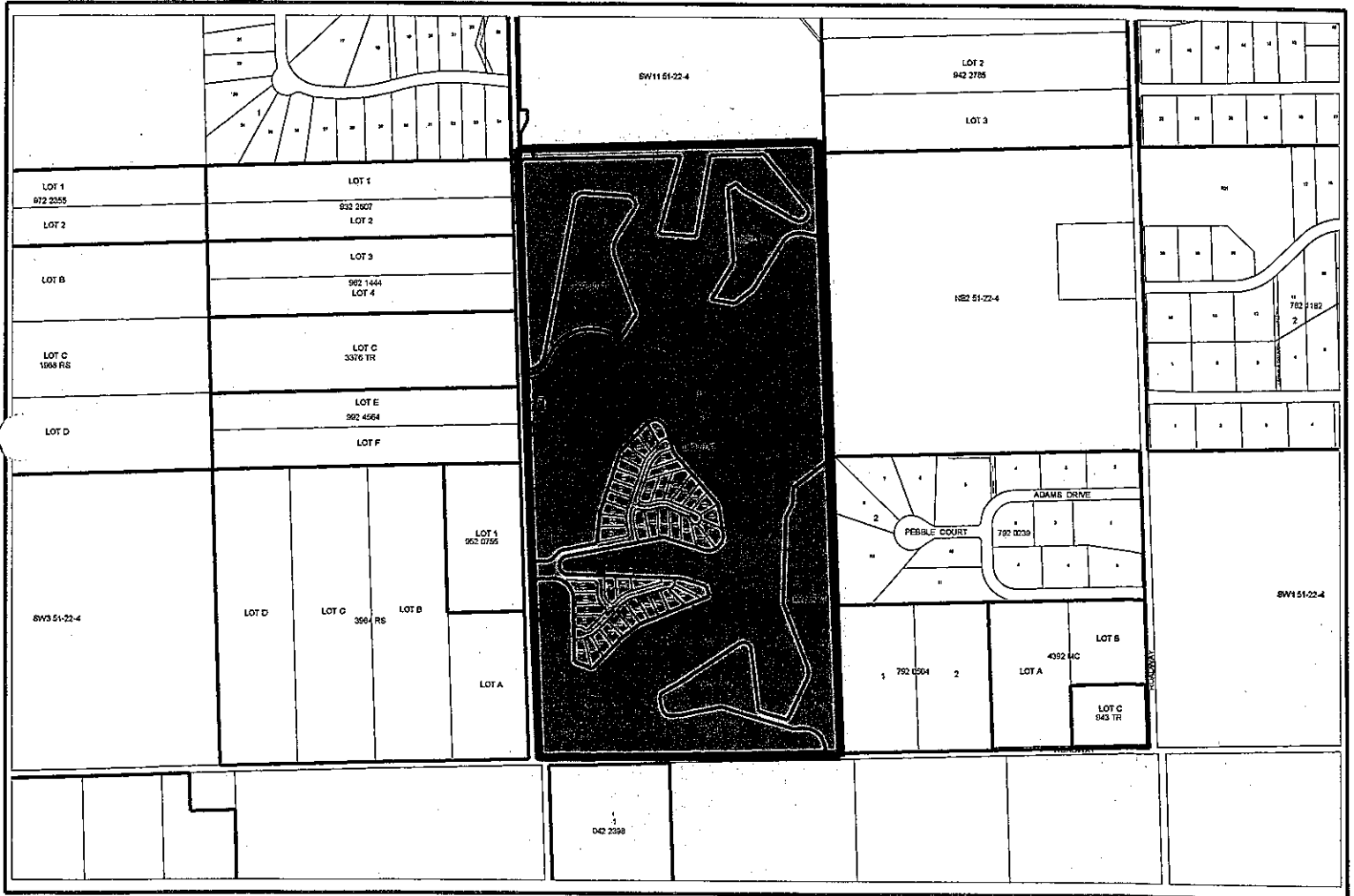
Greg Newman, Reeve

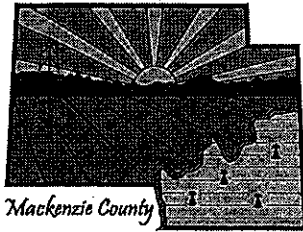
Carol Gabriel, Executive Assistant

Third Reading and Assent given on the _____ day of _____, 2008.

Greg Newman, Reeve

Carol Gabriel, Executive Assistant





MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	March 11, 2008
Presented By:	William Kostiw, Chief Administrative Officer
Title:	DELEGATION Abe Driedger (Bylaw 664/08 Land Use Bylaw Amendment) 1:15 p.m.

BACKGROUND / PROPOSAL:

Council defeated first reading of Bylaw 664/08, being a Land Use Bylaw amendment to add General Services Establishment to the Discretionary Uses of Hamlet Country Residential District 1 "HCR1" at their February 12, 2008 regular council meeting.

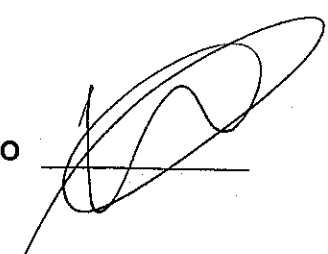
OPTIONS & BENEFITS:

The Mackenzie County Land Use Bylaw Section 5.2.2 states that there shall be no appeal for six months (see attached).

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

That Council deny any hearing or change of status for at least six months as no significant new information was provided.

Author: C. Gabriel Review By: _____ CAO 

5.0 ENFORCEMENT AND ADMINISTRATION

5.1 APPLICATIONS TO AMEND THE BYLAW

5.1.1 A person may apply to amend this Bylaw, in writing, to the Development Officer by submitting an application form and submitting an application fee as established by Council.

5.1.2 A completed application to amend the Bylaw shall include the following:

- (a) a certificate of title for the subject property;
- (b) a statement of the applicant's intended (or proposed) development on the subject property;
- (c) a statement on the proposed land uses;
- (d) accompanying drawings shall be of a quality and a degree of comprehensiveness to the satisfaction of the Development Officer; and
- (e) consent of the registered landowner.

5.1.3 For technical amendment to the Land Use Bylaw the applicant must provide a proposed wording on the application form and submit an application fee as established by Council.

5.1.4 The Municipal District may at any time initiate an amendment to this Bylaw.

5.2 AMENDING THE BYLAW

5.2.1 All amendments to this Bylaw shall be made by in conformance with the provisions contained in the Municipal Government Act.

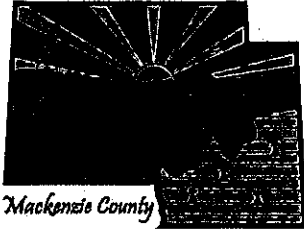
★ 5.2.2 Where an application for an amendment to this Bylaw has been refused, the submission of another application to amend this Bylaw for the same parcel for a same or similar amendment may not be made by the same or any other applicant for at least six (6) months after the date of the bylaw being defeated by Council.

5.3 ENFORCEMENT AND ADMINISTRATION

5.3.1 Contravention

Contravention has occurred when the Development Officer deems that a development or use of land or buildings is in contravention with:

- (a) the Municipal Government Act or its regulations;
- (b) the conditions as stipulated in a development permit;
- (c) a subdivision approval;



MACKENZIE COUNTY

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	March 11, 2008
Presented By:	John Klassen, Director of Environmental Services
Title:	Parks and Recreation Committee Meeting Minutes January 10, 2008

BACKGROUND / PROPOSAL:

The adopted minutes of the January 10, 2008 Parks and Recreation Committee meeting are attached.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

RECOMMENDED ACTION:

That the Parks and Recreation Committee meeting minutes of January 10, 2008 be received for information.

Author: M. Driedger

Review Date: _____

CAO

**MACKENZIE COUNTY
PARKS AND RECREATION COMMITTEE**

**January 10, 2008
10:00 a.m.**

**Council Chambers
Fort Vermilion, Alberta**

MINUTES

PRESENT: Greg Newman Councillor
Peter Braun Councillor
Lisa Wardley Councillor
John W. Driedger Councillor
Dicky Driedger Councillor

ALSO PRESENT: Bill Kostiw Chief Administrative Officer
John Klassen Director of Environmental Services
Joulia Whittleton Director of Corporate Services
Mary Jane Driedger Public Works Administrative Officer

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

Bill Kostiw called the meeting to order at 10:11 a.m.

CHAIR: 2. a) **Election of Chair**

Councillor Braun nominated Councillor Wardley for chair.
Accepted.

Councillor J. Driedger nominated Councillor Braun for chair.
Declined.

Councillor Wardley nominated Councillor J. Driedger for chair.
Declined.

MOTION 08-001 **MOVED** by Councillor Braun

That motions for chair cease.

CARRIED

Councillor Wardley is chair of the Parks and Recreation Committee
by acclamation.

AGENDA: 3. a) **Agenda Approval**

MOTION 08-002 **MOVED** by Councillor J. Driedger.

That the agenda for January 10, 2008 be accepted as presented.

CARRIED

**TERMS OF
REFERENCE:**

4. a) **Adoption of Terms of Reference**

The terms of reference were reviewed.

MOTION 08-003

MOVED by Councillor Braun

That the amended terms of reference be brought to the next regular Council meeting for approval.

CARRIED

MOTION 08-004

MOVED by Councillor Braun

That the approved committee meeting minutes be included in the Council package for information.

CARRIED

**PARKS AND
RECREATION:**

5. a) **Hutch Lake**

John Klassen mentioned that there was a little confusion in regards to Hutch Lake Campground operations. The Hutch Lake campground has been deregulated by the province and the site is now under the administration of Alberta Sustainable Resource Development. The Town of High Level operated it previously and gave it back to the province at which time a contractor was hired to ensure the campground was kept clean. The day use area is owned by Alberta Environment, which the Town of High Level was not able to take over and without it were not willing to continue running the campground.

Councillor Newman indicated that the provincial government should be continuing the operation of Hutch Lake. There are no provincial parks and campgrounds in this area as there are in the rest of the province.

John Klassen mentioned that a letter could be drafted to the Minister requesting that the province take over operation of Hutch Lake. Councillor Braun agreed that a recommendation could be taken to Council that the local governments be contacted for support of lobbying the provincial government to open the site and provide services for the region.

MOTION 08-005

MOVED by Councillor J. Driedger

That a letter be drafted to SRD urging them to maintain the Hutch Lake Campground as status quo for the 2008 season.

CARRIED

MOTION 08-006

MOVED by Councillor D. Driedger

That research of provincial campgrounds in the northern region be conducted and that the local governments, Chamber organizations, and travel organizations be contacted for their support of lobbying the provincial government to designate the Hutch Lake Campground as a provincial park and campground and to continue providing recreational services to the Mackenzie region

CARRIED

Machesis Lake Campground

The lease for Machesis Lake Campground is up for renewal in April.

Councillor Newman advised that a plan should be developed regarding the site prior to the lease being renewed.

MOTION 08-007

MOVED by Councillor J. Driedger

That an area structure plan be drafted for the Machesis Lake Campground and brought back to the next Parks and Recreation Committee meeting for review by the Committee prior to the lease being renewed.

CARRIED

b) Status of Parks and Playgrounds

Tompkins Landing Day Use Campground

Councillor Driedger stated that this site is being used a lot and is often overflowing during the summer months. He was wondering if it was possible to add more sites. This is not possible unless a lease is taken out for a larger area. An individual group was working on getting a lease in the area to set up a private campground and had contacted the County to help them in obtaining the lease.

Research the possibility of upgrading the site to an overnight campground.

Buffalo Head Day Use Campground

Good

Tourangeau Lake Day Use Campground

Investigate the options of cleaning up the lake.

Wadlin Lake Campground

Investigate cost recovery options.

La Crete Hill Park

Good

Reinland Park

Good

108th Street Park

Good

Machesis Lake Campground

Investigate cost recovery options. Lease with the province expires in April 2008.

Bridge Campground

Meet with recreation board to discuss operational authority.

Fort Vermilion Pioneer Park

Good

Fort Vermilion Arena Park

Good

D.A. Thomas Park

Good

Mackenzie Housing Park

Possibly look at hill

Hutch Lake Campground

As per previous motions

Zama Community Park

Good

Committee will review the budget requirements and decide on items for next Parks and Recreation Committee meeting.

**ADDITIONAL
ITEMS:**

6. a) There were no additional items.

**NEXT MEETING
DATE:**

7. a) **Parks and Recreation Committee Meeting
Council Chambers, Fort Vermilion**

The next Parks and Recreation Committee Meeting is scheduled for February 27 at 12:00 p.m. at High Level Town Office.

ADJOURNMENT:

8. a) **Adjournment**

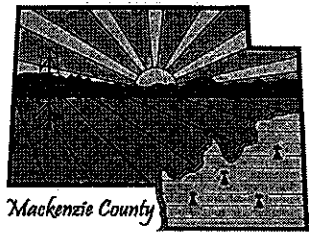
MOTION 08-008

MOVED by Councillor J. Driedger

That the Parks and Recreation Committee meeting be adjourned at 12:59 p.m.

CARRIED

These minutes were adopted this 27th day of February, 2008.



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	March 11, 2008
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Agricultural Service Board Meeting Minutes

BACKGROUND / PROPOSAL:

The adopted minutes of the Agricultural Service Board meetings are attached:


- July 31, 2007
- November 7, 2007
- January 18, 2008

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

That the Agricultural Service Board meeting minutes be received for information.

Author: C. Gabriel Review by: _____ CAO 

**MACKENZIE COUNTY
AGRICULTURAL SERVICE BOARD MEETING**

Tuesday, July 31, 2007

9:00 a.m.

**Council Chambers
Fort Vermilion, AB**

PRESENT:	Greg Newman	Chair
	Walter Sarapuk	D. Reeve, Council Representative
	Joe Peters	Member at Large
	Wayne Thiessen	Member at Large
ABSENT:	Eric Jorgensen	Member at Large
ALSO PRESENT:	William (Bill) Kostiw	Chief Administrator Officer
	Grant Smith	Agricultural Fieldman
	Wanita Mitchell	Administrative Assistant, Recording Secretary
	Garth McCulloch	EXH Engineering
	Mark Onaba	EXH Engineering
	Jim Wieler	Fort Vermilion Grazing Association, President

Minutes of the Agricultural Service Board meeting for Mackenzie County held on Tuesday, July 31, 2007 at the Council Chambers in Fort Vermilion, Alberta.

CALL TO ORDER: 1. a) Call to Order

Chair Newman called the meeting to order at 9:05 a.m.

AGENDA: 2. a) Adoption of the Agenda

MOTION 07- 042 MOVED by Joe Peters

That the agenda be amended with addition of:
6. e) Roadside Spraying

CARRIED

**ADOPTING OF THE
PREVIOUS MINUTES: 3. a) Minutes of the June 5, 2007 Agricultural
Service Board Meeting**

MOTION 07- 043 MOVED by Wayne Thiessen

That the minutes of the June 5, 2007 Agricultural Service Board meeting be adopted as presented.

CARRIED

**BUSINESS ARISING
OUT OF THE MINUTES:**

4. a) None

GENERAL REPORTS:

5. a) Agricultural Fieldman's Report

MOTION 07-044

MOVED by D. Reeve Sarapuk

That the Agricultural Fieldman's report be accepted for information.

CARRIED

BUSINESS:

6. a) Fort Vermillion Grazing Association

MOTION 07-045

MOVED by D. Reeve Sarapuk

That administration write a letter to the Fort Vermillion Grazing Association informing them that we are not in a position to provide financial assistance at this time.

CARRIED

Chair Newman recessed the meeting at 9:42 a.m. and reconvened the meeting at 9:55 a.m.

6. a) Meeting continued
Fort Vermillion Grazing Association – Jim Wieler joins the meeting at 9:55 a.m. – Delegation

MOTION 07-046

MOVED by Wayne Thiessen

Administration to investigate the feasibility of upgrading the east /west road to an acceptable standard. This will include cost estimates for brush removal and grading.

CARRIED

6.b) High Level Drainage – Delegation
Councillor Watson Ward 9

MOTION 07-047

MOVED by D. Reeve Sarapuk

That administration be authorized to proceed with the Lyman

Brewster portion of High Level Drainage project as per a road ditch clean out on TWP Road 109-4. Administration to also proceed with a survey on Bob Rechlo portion.

CARRIED

**6. d) Projects Update –Delegation
EXH Engineering Representatives**

MOTION 07-048

MOVED by D. Reeve Sarapuk

That administration inspect the damaged site and decide the extent of repairs on TWP Road 103-2. Administration to proceed with repairs on TWP 103-0.

CARRIED

MOITON 07-049

MOVED by Wayne Thiessen

That EXH Engineering design as discussed and bring back cost estimate on Wolfe Lake Drainage.

CARRIED

Chair Newman recessed the meeting at 11:54 a.m. and reconvened at 12:04 p.m.

6. e) Road Side Spraying

MOTION 07-050

MOVED by D. Reeve Walter Sarapuk

That the Agricultural Service Board discussed the pros and cons of custom spraying.

CARRIED

6. c) Letter of Complaint

MOTION 07-051

MOVED by Wayne Thiessen

That administration be authorized to draft a letter of reply.

CARRIED

**CORRESPONDENCE &
INFORMATION:**

7.a) 2008 Budget & Spending Report

MOTION 07-052

MOVED by D. Reeve Sarapuk

That administration to provide a cost estimate and recommendations on Roadside Mowing for the 2008 budget.

CARRIED

NEXT MEETING DATE:

8.a) Set Next Meeting Date

That the next meeting date be scheduled as required.

ADJOURNMENT:

9.a) Adjournment

MOTION 07-052

MOVED by Joe Peters

That the Agricultural Service Board Meeting be adjourned at 12:31 p.m.

These minutes were approved on Wednesday, November 7, 2007.

(signature on file)
Greg Newman, Chair

(signature on file)
Grant Smith, Agricultural Fieldman

**MACKENZIE COUNTY
AGRICULTURAL SERVICE BOARD MEETING**

Wednesday, November 7, 2007

2:00 pm

**Council Chambers
Fort Vermilion, AB**

PRESENT:	Bill Neufeld	Chair
	Dicky Driedger	Council Representative
	Wayne Thiessen	Member at Large
	Eric Jorgensen	Member at Large
	Joe Peters	Member at Large
ABSENT:		
ALSO	Mark Schonken	Director of Public Works & Agriculture
PRESENT:	Grant Smith	Agricultural Fieldman
	Wanita Mitchell	Administrative Assistant, Recording Secretary

Minutes of the Agricultural Service Board meeting for Mackenzie County held on Wednesday, November 7, 2007 Council Chambers in Fort Vermilion, Alberta.

CALL TO ORDER: 1. a) Call to Order

Agricultural Fieldman Grant Smith called the meeting to order at 2:22 pm.

AGENDA: 2. a) Adoption of the Agenda

MOTION 07- 009 MOVED by

That the agenda be adopted as presented with addition of:

- 8.e) Unauthorized Ditching
- 8. f) Weed Control Procedure

**ELECTION OF
CHAIRPERSON: 3. a) Election of Chair**

Agricultural Fieldman Grant Smith called for nominations for the position of Chair for the Agricultural Service Board for the period of November 2007 to December 31, 2008.

First Call: Bill Neufeld nominated by Eric Jorgensen

Second Call: None

Third Call None

Nominations cease for the position of Chair.

Bill Neufeld was acclaimed the Chair for Agricultural Service Board for the period November 2007 to December 31, 2008.

TURNOVER OF CHAIR: 4. a) Turnover of Chair

Agricultural Fieldman Grant Smith turned over the chair to the newly elected Chair Bill Neufeld.

ADOPTING OF THE PREVIOUS MINUTES: 5. a) Minutes of the July 31, 2007 Agricultural Service Board Meeting

MOTION 07- 010 MOVED by Joe Peters

That the minutes of the July 31, 2007 Agricultural Service Board meeting be adopted as amended.

CARRIED

BUSINESS ARISING OUT OF THE MINUTES: 6. a) None

DELEGATION: 7. a) None

**BUSINESS: 8. a) Additional Appointments:
Veterinary Services Committee (VAC) & Mackenzie Applied Research Association (MARA)**

MOTION 07- 011 MOVED by Eric Jorgensen

That the Agricultural Service Board members to keep the existing members for the period November 2007 to January 2008.

CARRIED UNANIMOUSLY

8. b) 2008 Farm Women's Conference

MOTION 07- 012 MOVED by Joe Peters

That administration be authorized to donate \$200.00 for the 2008 Farm Women's Conference from the Good and Supplies budget.

CARRIED

8. c) 2008 MARA Business Plan

MOTION 07- 013

MOVED by Wayne Theissen

That the 2008 MARA business plan be received for information.

CARRIED

8. d) Project Report & 9.b) Agricultural Fieldman's Report

- Roadside Mowing
- Roadside Spraying
- Beaver Control
- Roadside Brush Control
- Fort Vermilion South Drainage
- Rosenberger Drainage Lines 4 & 8
- Bluehills Erosion (Rge Rd 103-2)
- High Level Drainage

Chair Neufeld called for recess at 3:24 p.m. and reconvened the meeting at 3:39 p.m.

8. e) Unauthorized Ditching

8. f) Weed Control Procedures

GENERAL REPORTS:

9. a) Spending Report

MOTION 07- 014

MOVED by Joe Peters

That the spending report be received for information.

CARRIED

MOTION 07- 015

MOVED by Dicky Driedger

That the Agricultural Fieldman's report be received for information.

CARRIED

9. c) 2008 Provincial ASB Conference

MOTION 07- 016

MOVED by Joe Peters

That the Agricultural Service Board members be authorized to attend the 2008 Provincial ASB Conference on January 22 – 25, 2008 in Grande Prairie, AB.

CARRIED

**CORRESPONDENCE &
INFORMATION:**

7.a) None

NEXT MEETING DATE:

8.a) Next Meeting Date

Set the next meeting date as per chairman and secretary call.

ADJOURNMENT:

9.a) Adjournment

MOTION 07- 017

MOVED by Wayne Thiessen

That the Agricultural Service Board Meeting be adjourned at 4:26 p.m.

CARRIED

These minutes were approved on January 18, 2008.

(signature on file)
Bill Neufeld, Chair

(signature on file)
Grant Smith, Agricultural Fieldman

**MACKENZIE COUNTY
AGRICULTURAL SERVICE BOARD MEETING**

Friday, January 18, 2008

10:00 a.m.

**Council Chambers
Fort Vermilion, AB**

PRESENT:	Bill Neufeld	Chair
	Dicky Driedger	Council Representative
	Richard Marshall	Member at Large
	Joe Peters	Member at Large
ABSENT:	Eric Jorgensen	Member at Large
ALSO PRESENT:	Mark Schonken	Director of Public Works & Agriculture
	Grant Smith	Agricultural Fieldman
	Wanita Mitchell	Administrative Assistant, Recording Secretary
	Mark Onaba	EXH Engineering
	Usman Mufti	Mackenzie Applied Research Association

Minutes of the Agricultural Service Board meeting for Mackenzie County held on Friday, January 18, 2008 Council Chambers in Fort Vermilion, Alberta.

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

Chair Neufeld called the meeting to order at 10:06 am.

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

MOTION 08-001 **MOVED** by Richard Marshall

That the agenda be adopted as presented with addition of:

7. d) Propose Grazing Reserve – information item

CARRIED

ADOPTION OF THE PREVIOUS MINUTES: 3. a) **Minutes of the November 7, 2007 Agricultural Service Board Meeting**

MOTION 08-002 **MOVED** by Joe Peters

That the minutes of the November 7, 2007 Agricultural Service Board meeting be adopted as presented.

CARRIED

**BUSINESS ARISING
OUT OF THE MINUTES:**

- 4. a) 8. a) Additional Appointments:**
One appointment for Veterinary Advisory Committee &
One appointment for Mackenzie Applied Research
Association

MOTION 08-003

MOVED by Joe Peters

Appointments to be made by the Agricultural Service Board for the Veterinary Advisory Committee and to Mackenzie Applied Research Association.

Veterinary Advisory Committee appointment:

Joe Peters was nominated by Dicky Driedger.

There were no further nominations.

Joe Peters was acclaimed as the Agricultural Service Board member representative for the Veterinary Advisory Committee for the period of January 2008 to October 2010.

Mackenzie Applied Research Association appointment:

Richard Marshall was nominated by Joe Peters.

There were no further nominations.

Richard Marshall was acclaimed as the Agricultural Service Board member representative for Mackenzie Applied Research Association for the period of January 2008 to October 2010.

CARRIED

5. b) Clubroot of Canola

Clubroot of Canola seminar scheduled for April 1, 2008 at the Fort Vermilion Legion Hall (tentative).

Peace Region Municipalities are considering drafting a regional Clubroot of Canola policy and are encouraging all peace municipalities to draft their own policy to combat this disease.

MOTION 08-004

MOVED by Dicky Driedger

That the Clubroot of Canola be received as information.

CARRIED

5. c) 2008 Roadside Mowing Review

MOTION 08-005

MOVED by Dicky Driedger

Administration presented a report with recommendations to improve the roadside mowing program. This report included four options and the recommendation to issue multi year contracts. Agricultural Service Board selected option 2 with a two year contract plus a one year option.

CARRIED

5. a) EXH Project Update – Delegation

Mark Onaba, EXH Engineering updated the Agricultural Service Board with the following projects.

(High Level North)

Started with this project in October and spoke to the landowner who was affected. Two miles was surveyed which one mile was affected.

- Cost estimate needed
- Natural design needed
- Work to begin in July with day labour
- Licensing required (wetlands)
- Easements needed

(FV South – Open House)

There is a need to change culverts with funding to come from the drainage reserves. Mr. Onaba inquired if their services will be needed for this project and will provide any assistance as required.

Chair Neufeld recess the meeting at 11:12 a.m. and reconvened at 11:18 a.m.

5. d) Backsloping Program

MOTIN 08-006

MOVED by Richard Marshall

That the ASB018 policy be amended as discussed.

CARRIED

5. f) Review of Agricultural Service Board Policies

Change all the policies from MD#23 to Mackenzie County.

MOTION 08-007

MOVED by Dicky Driedger

That the Agricultural Service Board policies be received as information.

CARRIED

Chair Neufeld recessed the meeting at 12:02 p.m. and reconvened at 12:30 p.m.

5. g) Review of Agricultural Service Board Business Plan

MOTION 08-008

MOVED by Joe Peters

That the Agricultural Service Board Business Plan be amended as discussed.

CARRIED

5. h) 2008 Roadside Spraying – Discussion

MOTION 08-009

MOVED by Richard Marshall

That administration publicly tender 2008 Roadside Spraying as discussed.

CARRIED

5. i) Agricultural Service Board Staff – Discussion

A general discussion was held regarding possibly hiring additional staff for the Fort Vermilion Public Works and Agriculture department.

GENERAL REPORTS:

6. a) Agricultural Fieldman's Report

MOTION 08-010

MOVED by Joe Peters

That the Agricultural Fieldman's report be received for information.

CARRIED

**CORRESPONDENCE &
INFORMATION:**

MOTION 08-011

7.a) Alberta Sustainable Resource Development Letter

MOVED by Dicky Driedger

That the Alberta Sustainable Resource Development letter be received for information.

CARRIED

MOTION 08-012

7. b) Farm Women's Conference Letter

MOVED by Joe Peters

That the Farm Women's Conference letter be received for information.

CARRIED

MOTION 08-013

7. c) Farm Family Award Letter

MOVED by Richard Marshall

That the Farm Family Award letter be received for information.

CARRIED

MOTION 08-014

**7. d) Proposed Grazing Reserve
(Integrated Brush Management on the Western
Canadian Plains)**

MOVED by Joe Peters

That two Agricultural Service Board members be authorized to attend the Integrated Brush Management on the Western Canadian Plains on March 25 & 26, 2008 in Dauphin, Manitoba.

CARRIED

**5. e) Mackenzie Applied Research Association (MARA)
Letter – Delegation**

Presentation by Usman Munfti, Mackenzie Applied Research Association.

Mackenzie Applied Research Association informed the Agricultural Service Board members that they are experiencing

cutbacks from funding sources.

MOTION 08-015

MOVED by Dicky Driedger

That the Agricultural Service Board recommend to Council to provide this one time funding request from the previous \$35,000 to \$45,000 as discussed with Mackenzie Applied Research Association.

CARRIED

NEXT MEETING DATE:

8.a) Agricultural Service Board Meeting

Agricultural Service Board Meeting
February 29, 2008
10:00 am
Council Chambers, Fort Vermilion

ADJOURNMENT:

9.a) Adjournment

MOTION 08-016

MOVED by Joe Peters

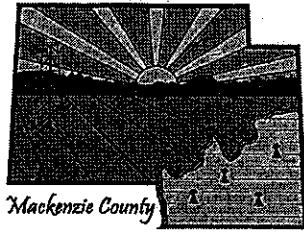
That the Agricultural Service Board Meeting be adjourned at 2:05 p.m.

CARRIED

These minutes were approved on February 29, 2008.

(signature on file)
Bill Neufeld, Chair

(signature on file)
Grant Smith, Agricultural Fieldman



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	March 11, 2008
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Mackenzie Library Board Meeting Minutes

BACKGROUND / PROPOSAL:

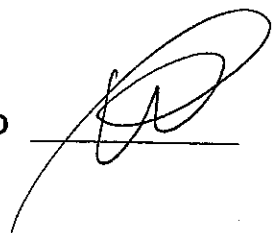
The adopted minutes of the November 12, 2007 Mackenzie Library Board organizational meeting are attached:

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

That the Mackenzie Library Board meeting minutes of November 12, 2007 be received for information.

Author: C. Gabriel Review by: _____ CAO 

MacKenzie County Library Board
Organizational Meeting
November 12, 2007
Fort Vermilion Library, Fort Vermilion, AB
Minutes

Present Daryl Zielsdorf Wally Shroeder Beth Kappelar
 Judy Ostrowski John W. Driedger Jim Thompson
 Anne Martens

Regrets Lisa Wardley

1.0 Call to Order Meeting was called to order at 7:05 pm by Judy.

2.0 Adoption of Agenda
 M# 2007-11-01 MOTION to adopt agenda as presended
 Moved by Jim CARRIED

3.0 Nominations
 Chair

Beth nominated Judy as Chairperson.
Judy accepted the nomination.

John nominated Wally as Chairperson.
Wally declined the nomination.

Jim moved that nominations for Chairperson cease.

Vice-Chair Daryl nominated Jim as Vice-chair.
 Jim accepted the nomination.

Beth moved that nominations for Vice-chair cease.

Treasurer Beth moved to table position until new members appointed
 by Council.

Secretary Wally nominated Beth as Secretary.

Beth declined the nomination.

Beth nominated Anne as Secretary.
Anne accepted the nomination.

Wally moved that nominations for Secretary cease.

Directors Tabled.

4.0 Signing Authority
M# 2007-11-02

Wally moved that signing authority for the Board be given to the Chair (Judy), the Secretary (Anne) and to the Treasurer when appointed.

Seconded by Beth.

CARRIED

5.0 Reports
5.1 La Crete

- Wally attended last meeting.
- \$6,000.0 profit was made on salmon dinner fundraiser.
- Spent \$1400 on book buying trip to Edmonton.
- Junior level books and grant received.
- \$96,000 – 75,000 (\$15000.00)
- Currently \$51,000 in bank
- Looking for grants for building
- Looking at internet use policy
- Adopt County mileage rate for Society members
- Business plan under construction
- Lock down procedures
- ACTION: will forward copy of grant application to the Board as per policy.

5.2 Fort Vermilion

- Nothing to report

5.3 Zama

- Nothing to report

5.3 High Level

- New Chairperson – not known who it is yet.

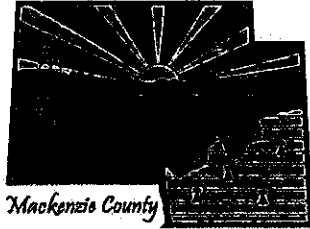
ACTION: Judy will send welcome and hello letter to all libraries from MCLB.

6.0 Meeting dates and locations

- 2nd Monday of the 2nd month.
- December is a special meeting.
 - December 186h at Fort Vermilion Library
@7:00 pm
- January 14th – LC
- March 10th – FV
- May 12th – Zama
- July 14th – HL
- Sept 8th – FV
- Nov – LC

7.0 Adjournment

John moved the meeting adjourn at 7:34 pm



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	March 11, 2008
Presented By:	Ryan Becker, Director of Planning and Emergency Services
Title:	PUBLIC HEARING Bylaw 665/08 Land Use Bylaw Amendment to Rezone Part of SE 13-106-14-W5M from Agricultural District 1 "A1" to Direct Control District 1 "DC1"

BACKGROUND / PROPOSAL:

Bylaw 665/08, for the rezoning of part of SE 13-106-14-W5M from Agricultural District 1 (A1) to Direct Control 1 (DC1), received first reading at the February 12, 2008 Council meeting.

OPTIONS & BENEFITS:

The applicant intends to construct a 30mega-watt (mw) bio-mass gasification power plant which will convert waste wood products from sawmills and other wood products into electrical energy. The proposed plant will remove the need for the wood burners of Precision Lumber, Crestview, Ridgeview and Evergreen sawmills.

The applicant, Tom Friesen, indicated that the proposed plant will be similar to the 25mw Grande Prairie EcoPower Centre located on Canfor lands within the City of Grande Prairie. Mr. Friesen also indicated that the proposed plant will be "green" with minimal emissions and a continuous control system to monitor emissions. To date the applicant has not provided any detailed plans for the proposed plant.

The current zoning of this location does not allow the placement of an energy plant. The amendment to Direct Control leaves the approval of the development permit at the discretion of Council.

Author: Marion Krahn,
Development Officer

Reviewed by: 

CAO 

The intentions of the applicant include rezoning the property, obtaining a development permit for the construction of the bio-mass gasification power plant and subdivision of the lands. Permissions from other government agencies like the Alberta Utilities Commission (AUC), Energy Resources Conservation Board (ERCB) and Alberta Environmental Protection may be required. The developer has not provided copies of documentation or approvals from these bodies.

The lands proposed to be rezoned are directly south of a private school and while the Subdivision and Development Regulations do not include distance restrictions for this type of use from a school it should be considered in the decision of this rezoning request. The development department discussed this matter with Alberta Environmental Protection who indicated that this type of plant is "green" and will produce very little emissions which are monitored. Alberta Environment indicated that since the product being converted into electrical energy is not always constant, and may contain dirt particles, there may be occasional discolored emissions. Alberta Environment also indicated that an environmental impact assessment is not required for bio-energy plants that are less than 100 mega-watts in size. Alberta Environmental Protection approval is required for this development.

The development departments' research of other bio-energy plants revealed that the emissions are primarily water vapor and no particulate. Other plants convert sawdust and wood chips into electrical energy.

COSTS & SOURCE OF FUNDING:

All costs will be borne by the applicant.

RECOMMENDED ACTION:

MOTION 1:

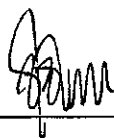
That second reading be given to Bylaw 665/08, being a Land Use Bylaw amendment to rezone Part of SE 13-106-14-W5M from Agricultural District 1 (A1) to Direct Control District 1 (DC1).

MOTION 2:

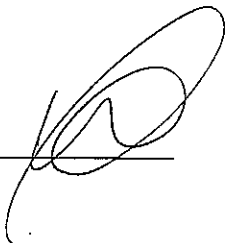
That third reading be given to Bylaw 665/08, being a Land Use Bylaw amendment to rezone Part of SE 13-106-14-W5M from Agricultural District 1 (A1) to Direct Control District 1 (DC1).

Author: Marion Krahn,
Development Officer

Reviewed by:



CAO



Mackenzie County

PUBLIC HEARING FOR LAND USE BYLAW AMENDMENT

BYLAW _____

Order of Presentation

This Public Hearing will now come to order at 1:07 p.m.

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:



MACKENZIE COUNTY

Council Meeting Highlights

Regular meeting held February 12, 2008

Parks issues

Reeve Greg Newman asked for council's support in sending a letter to the province pushing for a full provincial park in the region. The nearest one is Lac Cardinal, near Grimshaw but staff said that the province considers Machesis Lake, Wadlin and even the bridge campsite north of Fort Vermillion to be provincial parks. They just don't run them.

Concern was also expressed over the future of Hutch Lake, north of High Level. The province is de-commissioning it.

Council also suggested Hutch Lake as a potential shared project with the Town of High Level.

Alberta Urban Municipalities Association membership

Council agreed to continue their membership in the AUMA. They qualify for membership because they are a specialized municipality. They are also members of the rural equivalent association.

Public hearing on re-zoning near High Level

Council tabled further readings of a bylaw to change the use of some land south of High Level following a public hearing. They will wait to get more information on an area structure plan, buffer zone and see if there is a resolution to an issue with access.

Clarence Lee had asked to change the landuse from agricultural to rural industrial at the site of High Level Construction.

Adjacent landowners, Mike and Wendy Parkin were not in favour, saying that large commercial traffic will have to use the road to their acreage to access the site. They were also worried about issues like water quality, noise and pollution.

The Parkins further said that there will be a safety issue with traffic hoping to access Highway 35.

Council meeting at school

Grade six students will have a chance to see council in action after a motion was made to hold the April 23 regular meeting at Ridgeview School. The school requested the meeting since municipal government is part of the Grade Six curriculum.

Having 80 students attend the meeting in Fort Vermillion wasn't feasible, however. Students from Fort Vermillion and other schools will also be invited to the meeting.

Zama traffic control

A motion was passed to install to stop signs with flashing red solar lights on Tower Road in Zama. According to Coun. Lisa Wardley, people have been clocked at 120 km/hr in the hamlet and they claim they don't see the stop signs.

Home-based businesses

First reading on a bylaw change that would allow home-based businesses up to three employees was defeated. A woman who runs a salon out of her garage asked for the change so she could have two more chairs in her salon. After some discussion on how often they should be changed,

bylaws, council defeated the motion.

They will have staff bring back a clarified definition of a home-based business. Under the current rules, they can have only one employee.

**MENTAL HEALTH THERAPIST
Employment Opportunity**

Fort Vermillion School Division is accepting applications for a **Mental Health Therapist** to provide services in three schools within the Northern Lights - Fort Vermillion School Division Student Health Partnership.

The Mental Health Therapist will provide services for students and their families at the following schools:

- St. Mary's Elementary School: a K-5 school located in Fort Vermillion with approximately 152 students
- Fort Vermillion Public School: a grades 6 through 12 school located in Fort Vermillion with approximately 203 students
- Rocky Lane School: a K-12 school located in the community of Rocky Lane with approximately 189 students

Ideal candidates will possess the following qualifications and characteristics:

- Minimum of a Bachelor's Degree in Counseling/Psychology/Social Work or related health sciences field and registered with the appropriate professional body in Alberta
- Minimum of 3 years experience in child, youth and family counseling
- Experience in clinical assessment and therapy
- Strong understanding of an educational setting
- Ability to establish rapport with students and their families
- Ability to organize, implement and evaluate projects
- Strong interpersonal, communication and collaborative skills
- Valid driver's license and reliable vehicle
- Knowledge of Fort Vermillion School Division schools and community agencies an asset

Salary Range and Work Year:

- Salary and benefits up to \$60,000 per year, depending on qualifications and experience
- Applicable benefits following a successful probationary period of 3 months
- Maximum of 200 days around the operational days within the school year calendar

Application package should contain the following:

- Cover letter
- Resume outlining educational background, including post-secondary education, and experience
- Transcripts of post-secondary education
- Names, addresses and contact numbers of at least 2 current references
- Current Criminal Record check and Child and Youth Information Module (CYIM) check


Additional information regarding this position may be obtained by contacting Kathryn Kirby, Assistant Superintendent, Fort Vermillion School Division #52.

Application Deadline: **February 29, 2008 or until a suitable candidate is found.**

Application package should be submitted by email, mail, fax, or dropped off to:

Human Resources Department
Fort Vermillion School Division No. 52
P.O. Bag #1, 5213 River Road
Fort Vermillion, AB T0H 1N0
Phone: (780) 927-3766 Fax: (780) 927-4825
Email: jenniferg@fvsd.ab.ca

FORT VERMILLION SCHOOL DIVISION No. 52



**Mackenzie Housing Management Board
Invites you to join their dedicated team**

Employment Opportunity

Mackenzie Housing Management is currently recruiting for the position of **Residential Property Supervisor**

Mackenzie Housing Management is seeking to hire a Residential Property Supervisor. Reporting to the Operations Manager, this position will be responsible for the management of all low-income family and senior housing in the community of Fort Vermillion. The Residential Property Manager will be required to ensure the delivery of quality services to housing residents and effective use of resources in accordance with Mackenzie Housing Management policies and relevant Provincial Legislation.

For the right applicant this will be a challenging and rewarding position, working with the housing residents and community / regional organizations to provide the best possible services to the housing residents.


Qualifications:

- Completion of high school education, supplemented by Administration Training
- Experience in budgeting, customer service and personnel
- Previous experience with social programs relating to low income families
- A combination of training and experience will be given consideration in lieu of formal education requirements.
- Willing to up grade or participate in education sessions pertaining to the position
- A team player with a genuine interest and empathy for families and individuals
- Ability to respond to the needs of residents on a 24 hour basis
- Good communication and organizational skills
- Must be capable of dealing with all situations in a calm, compassionate and honest manner
- Experience working with aboriginal cultures would be considered an asset

Salary based on experience with opportunity for incentives. The position will be open until a suitable applicant is hired.

Please submit resumes to:
**Mackenzie Housing Management
Box 357
La Crete, AB T0H 2H0
Attn: Barb Spurgeon**

Mackenzie Housing Management thanks all who apply but only the applicants selected for an interview will be contacted.

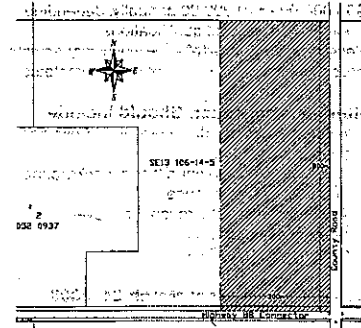


MACKENZIE COUNTY

**NOTICE OF PUBLIC HEARING
PROPOSED LAND-USE BYLAW NO 665/08**

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. 665/08 for an amendment to Land-Use Bylaw No. 482/04. The proposed amendment is:

The land use designation of the subject parcel known as Part of SE 13-106-14-W5M, in Mackenzie County be amended from Agricultural District 1 "A1" to Direct Control District 1 "DC1".



The Public Hearing is to be held at **1:00 p.m. Tuesday, March 11, 2008** in the Mackenzie County Council Chamber in Fort Vermillion. The proposed bylaw may be viewed at the Mackenzie County Office in La Crete during regular office hours. Please submit written submissions to the Development Officer prior to **4:30 p.m. Friday, March 7, 2008**. If you have any questions regarding the hearing, or the bylaw, please call Mackenzie County's Development Officer at 928-3983.

BYLAW NO. 665/08

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

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

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

WHEREAS, Mackenzie County has a General Municipal Plan adopted in 1995, and

WHEREAS, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to amend the Mackenzie County Land Use Bylaw to accommodate a bio-mass gasification power plant.

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

1. That the land use designation of the subject parcel known as Part of SE 13-106-14-W5M be rezoned from Agricultural District 1 "A1" to Direct Control District 1 "DC1", as outlined in Schedule "A".

First Reading given on the _____ day of _____, 2008.

Greg Newman, Reeve

Carol Gabriel, Executive Assistant

Second Reading given on the _____ day of _____, 2008.

Greg Newman, Reeve

Carol Gabriel, Executive Assistant

Third Reading and Assent given on the _____ day of _____, 2008.

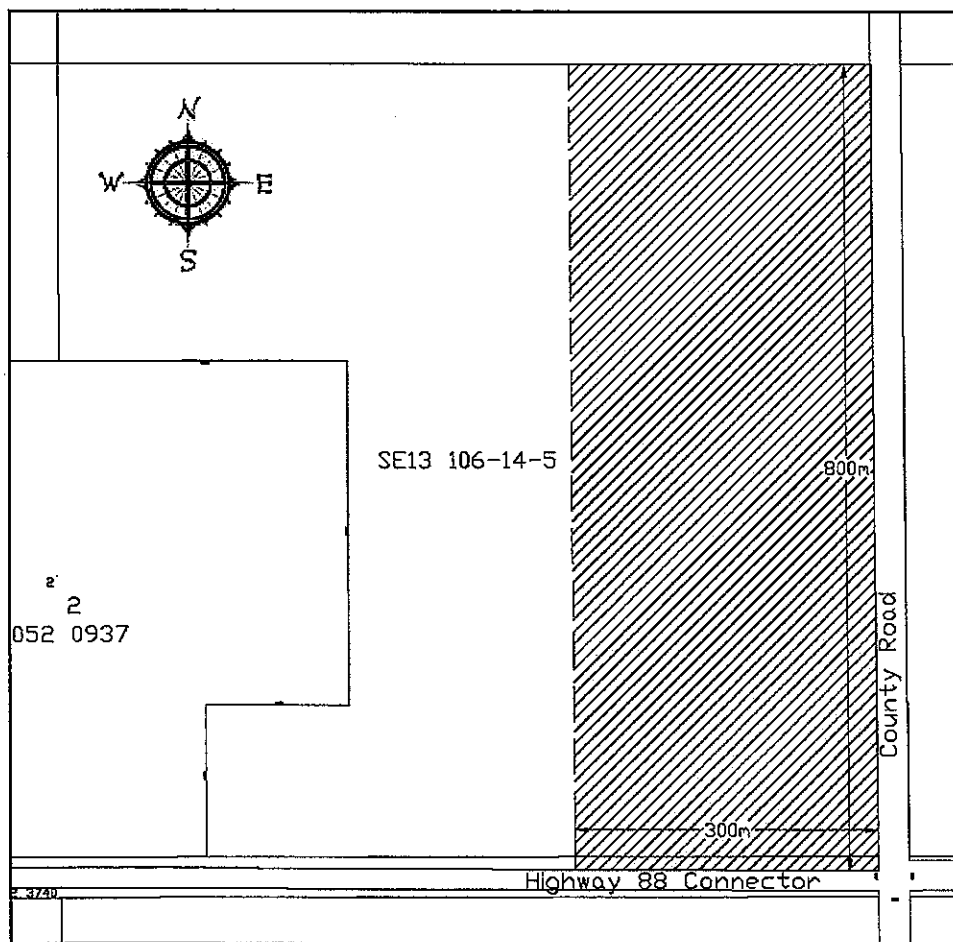
Greg Newman, Reeve

Carol Gabriel, Executive Assistant

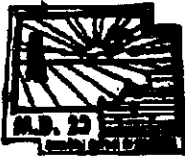
**NOTICE OF PUBLIC HEARING
PROPOSED LAND-USE BYLAW NO 665/08
MACKENZIE COUNTY**

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LAND USE BYLAW AMENDMENT APPLICATION

APPLICATION NO. _____

NAME OF APPLICANT <i>MUSTUS Energy LTD</i>		
ADDRESS <i>Box 1420</i>		
TOWN <i>LA CROIX AB</i>		
POSTAL CODE <i>T0A 2H0</i>	PHONE (RES) 	BUS <i>928-2988</i>

COMPLETE IF DIFFERENT FROM APPLICANT NAME OF REGISTER OWNER <i>THOMAS AND BRENNA FRIESE</i>		
ADDRESS <i>Box 778</i>		
TOWN <i>LA CROIX AB</i>		
POSTAL CODE <i>T0A 2H0</i>	PHONE (RES) <i>928 2589</i>	BUS <i>928 2988</i>

LEGAL DESCRIPTION OF THE LAND AFFECTED BY THE PROPOSED AMENDMENT

QTR/SE <i>SE</i>	SEC <i>13</i>	TWP. <i>06</i>	RANGE <i>4</i>	BLK <i>5</i>	OR	PLAN	BLK	LOT
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LAND USE CLASSIFICATION AMENDMENT PROPOSED:

FROM: *A1* TO: *DC1*

REASONS SUPPORTING PROPOSED AMENDMENT:

*We propose to construct a 90mw
BIO MASS GASIFICATION POWER PLANT.*

*THIS PLANT WILL USE WASTE WOOD GENERATED
FROM THE LOCAL SAWMILLS AND NON SAW LOG
GENERATED IN THE BUSH FROM ASPEN
LOGGING OPERATIONS.*

WE HAVE ENCLOSED THE REQUIRED APPLICATION FEE OF \$ *150.00* VISA # *4500600815883011*
RECEIPT NO. *EXP 11/09*

[Signature]
APPLICANT

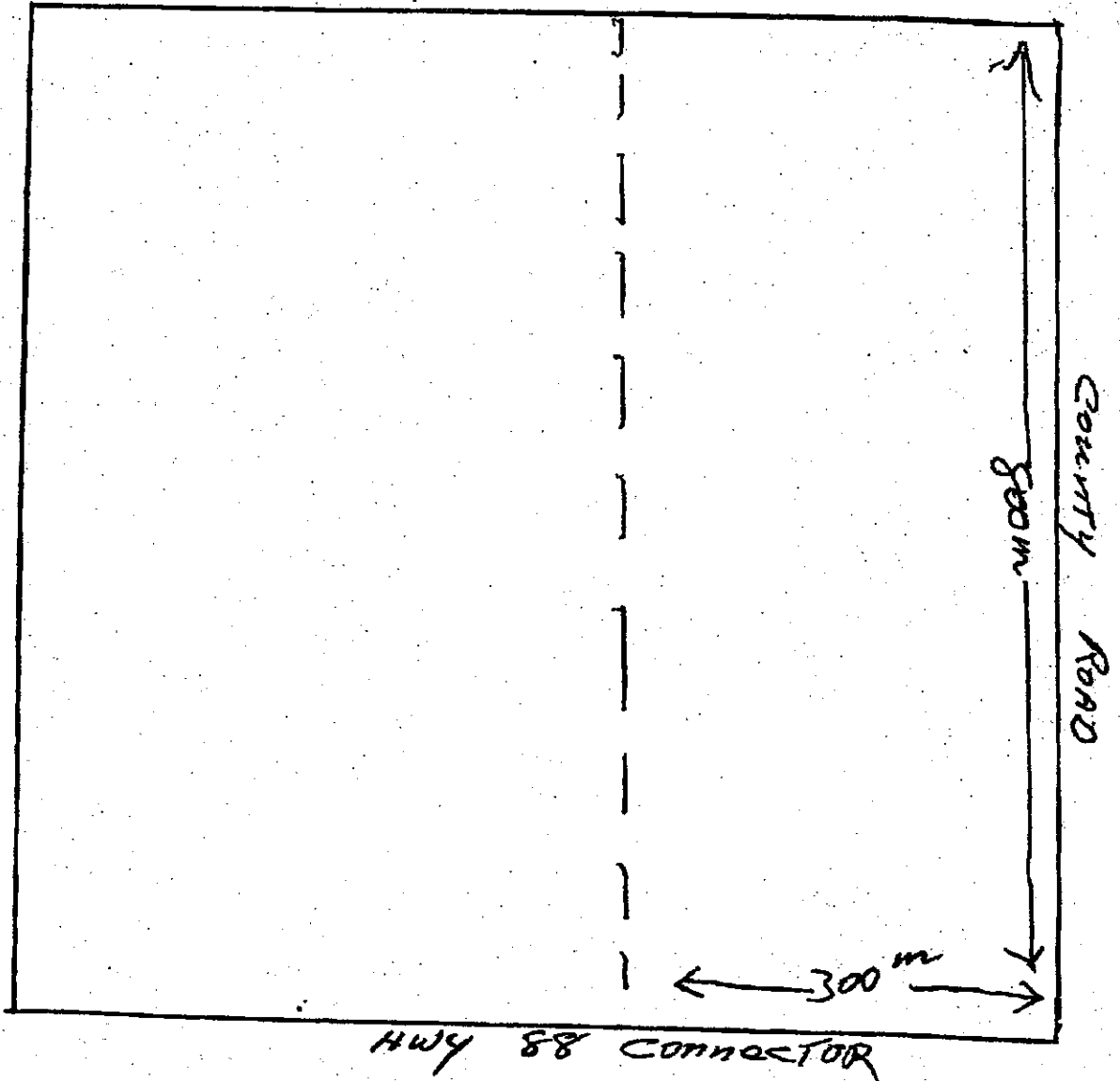
JAN 31/08
DATE

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

[Signature]
REGISTERED OWNER

JAN 31/08
DATE

N SE 13 106 14 W3



SITE PLAN

Green Power Leader Diverse and Growing

Canadian Hydro Developers is passionate about building a sustainable future by providing future generations with reliable, efficient and affordable electricity supplies. By producing green power from a diverse portfolio of renewable wind, water and biomass resources, Canadian Hydro effectively balances both the interests of investors and the needs of the environment.

As a unique and innovative company, publicly listed (TSX:KHD) Canadian Hydro is a working model for the green power industry in Canada. The company has projects distributed throughout rural Canada that sustain economic development through capital purchases, creation of business opportunities and the payment of taxes and royalties. Green power investments improve financial competitiveness and with no fuel price risk, they also address the public need for long-term, stable electricity pricing.

Canadian Hydro currently owns and operates 18 certified power generation facilities. Wind generated electricity accounts for five sites, hydroelectric power twelve sites and the EcoPower® Centre is our

first biomass facility. Facilities are certified under Environment Canada's Environmental Choice® Program for renewable low-impact electricity. EcoLogo® certification ensures the displacement of non-renewable fuels, plus the reduction of air emissions, solid waste and impacts on diverse ecosystems.

In 2006, Canadian Hydro is bringing 67.5 MW of new wind capacity on-line, increasing total net capacity to 229 MW. As a result, green power generation is expected to exceed 750,000 MWh, which is equivalent to the electrical needs of 100,000 households. Over the next three years, Canadian Hydro will invest a further \$700 million on the development of 340 MW of new wind and hydro projects.

For more information about renewable energy please contact our office at (403) 269 9379 or visit us online at www.canhydro.com.



Canadian Hydro Developers, Inc.
Suite 500, 1324 - 17th Avenue SW
Calgary, Alberta, Canada T2T 5S8
Phone: (403) 269-9379
Fax: (403) 244-7388
canhydro@canhydro.com
www.canhydro.com

Printed on post-consumer recycled paper

Grande Prairie EcoPower® Centre



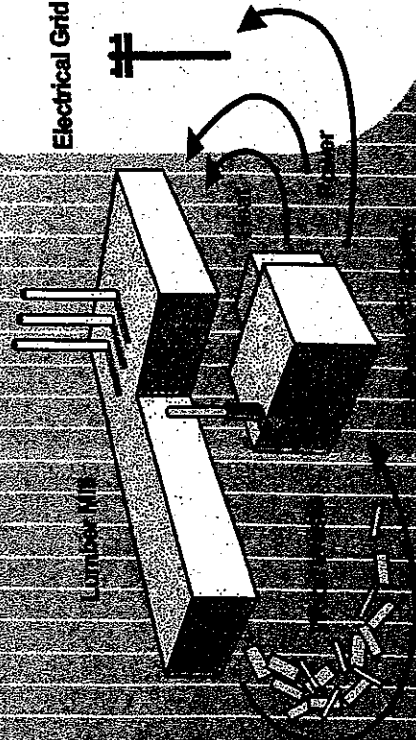
Grande Prairie EcoPower® Centre

In 2005, Canadian Hydro Developers, Inc. completed construction and began supplying energy to the electrical grid from the Grande Prairie EcoPower® Centre in northern Alberta. The facility uses wood waste biomass from the nearby Canfor sawmill to create green power and heat.

Biomass is renewable energy that comes from plant materials such as wood, agricultural crops and other organic residues. These fuels come from sources such as sawmills, woodworking shops, forest operations and farms. Controlled combustion turns these biomass sources into high capacity heat and power.

In the Grande Prairie EcoPower® Centre, wood waste is delivered directly from the mill and processed into smaller pieces in the hog tower. From there the hog fuel is transferred into the storage building and then fed on a continuous basis into the combustors.

The hot gases from the combustion process enter the boilers and steam is generated at 900 psig. This steam is used to drive a turbine which



Aerial view of Grande Prairie EcoPower® Centre

spins a rotating shaft that is coupled to the electrical generator. Within the turbine there is an extraction port that removes the heat that is transferred to the lumber drying kilns. Electricity from the generator is transferred to both the Canfor sawmill and, through a substation, to the Alberta grid.

Prior to construction of the EcoPower® Centre, Canfor Corporation had been looking for several years at alternative uses for the bark and saw dust that are the waste products generated by their sawmill. In building the new facility, Canadian Hydro turned these waste products into useful heat and power, and the Canfor silo burner has now been retired.

The Grande Prairie EcoPower® Centre is located on approximately nine acres of land adjacent to the Canfor sawmill in Grande Prairie. The Centre is owned and operated by Canadian Gas and Electric Inc., a wholly owned subsidiary of Canadian Hydro Developers, Inc. Many stakeholders worked together to make the \$65 million renewable energy project a reality, including the City of Grande Prairie, the Government of Alberta and Canfor Corporation.

The Government of Alberta, through Alberta Infrastructure, has purchased 60 percent, or 110,000 megawatt-hours per year, of the green power generated from this facility for 20 years.

The EcoPower® Centre has brought significant benefits to the City of Grande Prairie, where the facility employs 20 people and contributes to the municipal tax base. The new facility reduces fly ash emissions by 80 per cent, which local residents have really noticed. It also offsets greenhouse gases emissions each year, both directly and indirectly.

The completion of the Grande Prairie EcoPower® Centre is very significant to the power industry in Alberta, as this is the first new biomass facility of its kind in almost nine years. Prior to Grande Prairie, there were 37 megawatts being produced in two similar biomass facilities. The EcoPower® Centre adds 25 megawatts to the mix, which is enough to power 21,000 average households for one year.

The US Energy Information Agency (EIA) confirms biomass is the number one renewable energy in the world. "Wood biomass comprises 48% of all current renewable energy and is the 4th largest energy source after oil, gas, and coal." ("In Renewable Energy Portfolio Biomass is #1", Business Wire, March 28, 2005)

Biomass is a significant untapped Canadian resource for the renewable energy industry. Generation of power and heat from biomass helps to create sustainable communities and increase resource productivity. The Grande Prairie EcoPower® Centre is a showcase of this potential and everywhere there is a saw mill in Canada, a similar facility is possible.

Building a Sustainable Future

Home	About Canadian Hydro	Learn More	Power Plants
New Projects	Green Power Sales	Investor Centre	Media Relations

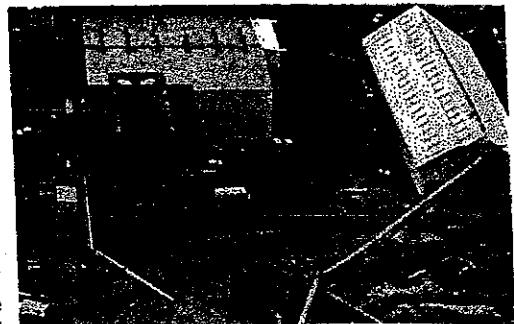
Biomass

Grande Prairie EcoPower® Centre

- Wind
- Hydro
- Biomass

Grande Prairie EcoPower® Centre Brochure and Schematic

After five years of intensive planning and construction, the Grande Prairie EcoPower® Centre is now fully operational. The official groundbreaking ceremony occurred September 30, 2003 in Grande Prairie. Many partners worked together to make this \$65 million renewable energy project a reality, including the City of Grande Prairie, the Government of Alberta and Canfor Corporation.



Aerial View of Grande Prairie EcoPower® Centre



Help Us Light Up A Village



The new Grande Prairie EcoPower® Centre uses wood waste to generate both electricity and steam for use in the Canfor sawmill in Grande Prairie. The Government of Alberta, through Alberta Infrastructure, purchases 60 per cent, or 110,000 megawatts per year, of the green power generated from this facility for 20 years. The City of Grande Prairie has also supported this project by committing to a long term purchase of electricity.

The EcoPower® Centre will cut particulate emissions from the mill by over 80 per cent, through the retirement of the existing silo burner. Canfor will be able to eliminate the combustion of over 300,000 Giga Joules of natural gas when steam from the EcoPower® Centre is supplied to the lumber drying kilns, creating a direct reduction of greenhouse gas emissions. In addition, the of greenhouse gas emissions from other fossil-fueled power resources will be indirectly displaced by the operation of this facility.

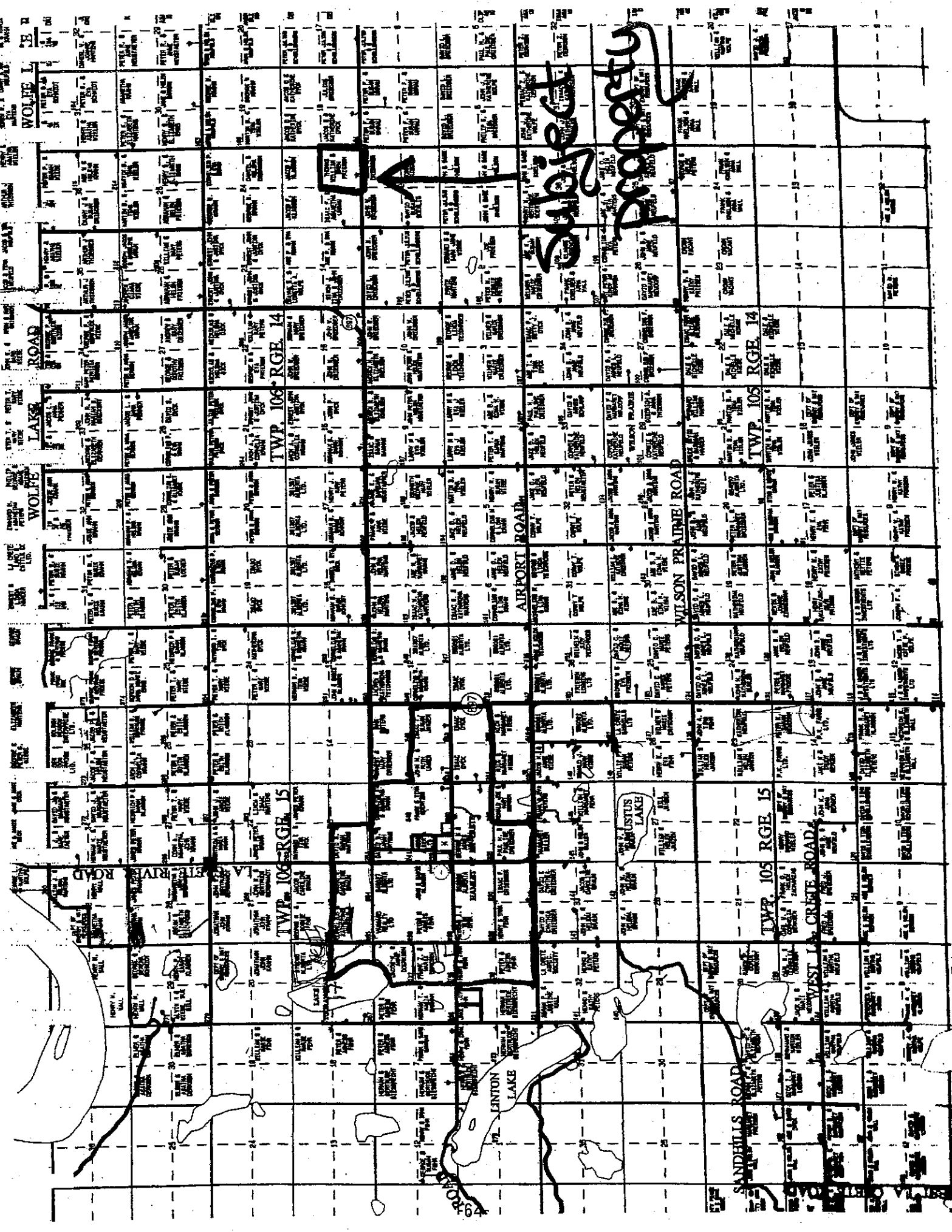
This is the first new biomass plant of its kind built in Alberta in almost nine years. In the province, there are now 37 megawatts being produced in two similar biomass facilities. The Grande Prairie EcoPower® Centre adds 25 megawatts to the mix, which is a significant amount. The EcoPower® Centre will generate enough electricity to provide power to approximately 21,000 households. Biomass is a significant untapped Canadian resource for the renewable energy industry. Similar projects can be constructed next to every sawmill in Canada.

In terms of local impact in Grande Prairie, more than 20 new permanent jobs will be created at the EcoPower® Centre; long term stable energy prices will improve the competitiveness of the Canfor mill; and, a significant new municipal

tax base will be created for the City of Grande Prairie. Most important of all, local citizens will notice an improvement in the air quality now that the EcoPower® Centre has become operational.

The Grande Prairie sawmill is owned and operated by Canfor Corporation. The Grande Prairie EcoPower® Centre sits on approximately nine acres of land adjacent to the Canfor sawmill and is owned and operated by Canadian Gas and Electric Inc., a wholly owned subsidiary of Canadian Hydro.

Copyright ? 2006 Canadian Hydro Developers, Inc.



Subject Property

WOLFE LANE

LAKE ROAD

WOLFS LAKE

AIRPORT ROAD

WILSON PR AIRB ROAD

SANDHILLS ROAD

WEST J CRATE ROAD

TWP. 106 RGE. 14

TWP. 105 RGE. 14

TWP. 106 RGE. 15

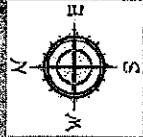
TWP. 105 RGE. 15

TWP. 106 RGE. 16

LANTON LAKE

WILSON PR AIRB ROAD

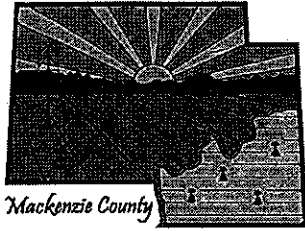
Private School Subdivision



052 0037

2

052 0037



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	March 11, 2008
Presented By:	Ryan Becker, Director of Planning and Emergency Services
Title:	2008 Zama City Critical Infrastructure Protection Project (Zama Fire Guard)

BACKGROUND / PROPOSAL:

In June 2007 administration in conjunction with Sustainable Resources applied for additional funding to aid in completing the Zama Fire Prescription. In September 2007 Mackenzie County was notified that their application was successful in the amount of \$50,000.00.

The Zama Fire Guard has been tendered with the closing date being March 11, 2008 with the opening scheduled for 1:30 pm by Council.

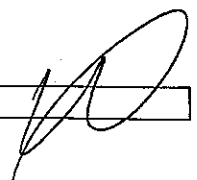
OPTIONS & BENEFITS:

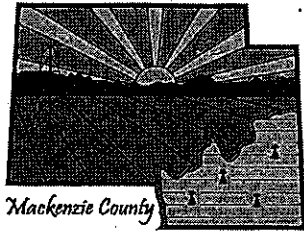
COSTS & SOURCE OF FUNDING:

The current budgeted amount is \$75,433.00 including the provincial Fire Smart Grant.

RECOMMENDED ACTION:

That the 2008 Zama City Critical Infrastructure Protection Project tender be awarded to the lowest qualifying bidder.

Author:	J. Gabriel	Reviewed by:		CAO	
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MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	March 11, 2008
Presented By:	William Kostiw, Chief Administrative Officer
Title:	CAO & Director Reports

BACKGROUND / PROPOSAL:

See attached Director reports.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

That the Director of Corporate Services, Director of Public Works & Agriculture, Director of Environmental Services, Director of Planning & Emergency Services, and the Chief Administrative Officer reports be accepted for information.

Author: W. Kostiw Reviewed By: _____ CAO 

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

Page 1

Attended the following meetings:

February 1 – Council Budget meeting (interim approval ☺)
February 4 – performance evaluations
February 5 – Gravel Reclamation – meeting with Stewart & Weir
February 11 – Municipal Affairs – Assessment Workshop in Grande Prairie
February 12 – Council meeting
February 13 – Managers meeting
February 14 – Special Council meeting
February 21 – Negotiations meeting with Town of High Level
February 27 – Council meeting

Personnel update:

We advertised for the La Crete front desk administrative assistant in order to cover a maternity leave. Lisa Peters has accepted this position and she will start March 10, 2008.

We were advertising for the Finance/Accounting Clerk. We will be conducting interviews during the week of March 10.

Administration, projects and activities:

⇒ 2007 Year End

The Finance Department is working on compiling the 2007 year-end documents and preparing various reconciliations. The 2007 audit is expected to start on March 10, 2008.

The Statements of Funding and Expenditures for SIP, AMIP, and NCDC were reconciled, submitted to AIT and the balances were confirmed with AIT representatives. An invoice and all applicable documentation were sent for the CAMRIF project (La Crete). AIT is being invoiced for the projects funded through the AB Water and Wastewater Program.

The County's estimated 2007 operating surplus (before the audit) is \$476,319. The gravel reclamation liability year-end adjustment was processed in order to bring the County's reclamation liability account up to its latest estimate. This action reduced the operating surplus by \$247,576, leaving the County with a \$228,743 operating surplus.

⇒ AUPE – Classification Manual Letter of Understanding

Under the last AUPE agreement, the County was required to prepare a Classification Manual. The Manual has been completed with the updated job descriptions.

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

Page 2

⇒ Project Porchlight

The Project Porchlight information and 2,000 light bulbs were received by our office. We are preparing an article for the next County's image with respect to this project and the light bulbs will be available for pickup at the County's offices starting in April.

⇒ Upcoming projects/activities

The following are some of the upcoming projects/activities (as per the Financial Management Plan presented to Council during the budget deliberations):

- 2007 audit completion and presentation of the draft statements for the detailed review by the Finance Committee at their April 23 meeting, with the submission of FIR to Municipal Affairs to follow by May 1
- Prepare new Applications for Program Acceptance for AMIP, NDCC, SIP, RTG and MSI grants by March 31
- Prepare the 2008 Tax Bylaw by April 30
- Prepare the 2008 Budget documents for final approval by April 30
- Finalize investment policy review (currently waiting for replies from the banks as directed by Finance Committee)
- Prepare Request for Proposals for auditing services and for assessment services (March 11, 2008 RFDs to Council)
- Prepare and submit debenture borrowing applications by May 15 for the Zama projects
- Offsite levy review (working together with other departments and an engineering firm)
- Tangible Capital Assets project – new funding was announced for this project; the County will receive about \$35,000. This funding will be beneficial because this will allow us to hire additional temporary staff if necessary, or will help to fund costs for engineering assistance if required.

Respectfully submitted,



Joulia Whittleton

Director of Environmental Services Report For March 11, 2008 Regular Council Meeting

I feel in the last year we have made significant strides forward in developing team work at the staff level as well as a higher level of communication between Council and Management. I look forward to the upcoming summer months as we have a number of projects ready to start which I feel will be a benefit to all ratepayers of Mackenzie County.

Utilities

- I feel we may need to have a discussion at Council level to develop a plan of how to deal with frozen water lines within or under private dwellings.
- Attended an off site levy workshop in FV on March 3rd 2008.

Parks/Playgrounds and Facilities:

- Met with both Wadlin and Machesis lake contractors to discuss upcoming season operations.
- Held a Parks and Recreation Committee meeting for February 27th at 12:00 noon in High Level.

Solid Waste:

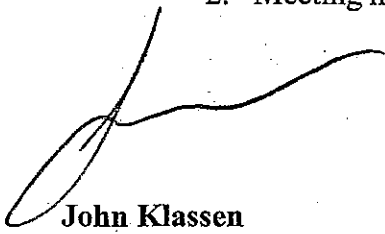
- A request from the FV waste transfer station operator will be brought to the next Council meeting (March 26th) requesting a change to the operating hours, similar to La Crete.

Public Works South:

- We are gearing up to get the projects out of the chute as soon as weather allows.
- County graders are experiencing some problems with snow being pushed from private driveways into the County ditches, creating large compacted piles that cant be winged by the grader, field staff is not quite sure how and if to deal with these.
- The County will need to make a decision real soon whether to continue with the equipment bid list or revert back to using the Alberta Road builders rates guide.

Attachments:

1. Report from Dave Crichton (Regional supervisor north)
2. Meeting minutes for Zama water/wastewater project.



John Klassen
Director of Environmental Services
Mackenzie County

John Klassen

From: Dave Crichton
Sent: Tuesday, February 26, 2008 3:45 PM
To: John Klassen
Cc: Dave Crichton
Subject: Managers meeting report from February 14 to February 28 Dave C

Managers meeting report from February 14 to February 28, 2008 David Crichton Regional Supervisor

- Was in attendance at level 3 prep course from Feb 10 to Feb 14
- Attended meeting in St Albert at the Nason office and reviewed the Zama WTP drawings and mentioned some of the deficiency that I noticed i.e. bulk truck fill and the over size of the waste transfer pump.
- Decided on the color for the new well house it will match the new WTP
- Nason Mechanical had retro fit the new Fort Vermilion lift station pump and sent the other one back with them to mount top drive and Red Line did some electrical work. Nason will install the other pump when the Diesel Genset arrives. The cost difference of the diesel genset is approx \$6000.00 greater. I'm just waiting on an email from Taylor and Ed from Nason. Nason has also installed some additional lights for better working conditions.
- The annual reports for the hamlets of Zama and Fort Vermilion have been completed and sent in to Alberta Environment
- February 21, 22 attended meetings in Zama and reviewed the capital projects i.e. progress and the deficiencies.
- AGTL wanted to perform the raw water tie in but this would mean that the water plant would be out of production from 10 hrs to 24 and up also closing Beach road at the WTP from 1 to 5 days. I expressed my concern to ISL and said that shutting down the WTP could not happen due to that all camps are full and that this would also put the hamlet in jeopardy with the fire reserves. Isl talked with AGTL and they are willing to delete that line item it is around \$15,000.00 and ISL will contact Dechant Construction and see if they would be willing to do this for us in the summer. I short AGTL will be doing their pressure testing the next 2 to 3 weeks after installing the last air release chamber.
- Forest Trotter is approx 40% to the core elevation of 2.5m with the perimeter burms. ISL will be accounting for the clay as per volume of area excavated because Forrest Trotters numbers were very different because they were counting truck load and not accounting for the voids. We talked about the Chain and De Chain area possibly twining the existing CSP at the logon out fall and this will also help with the spring drainage we discussed dimensions and CSP placement. FT will work as long as they can until spring break up they were finding when the sun was out it gets slippery from the clay and that the night was more productive.
- Nason at the WTP in Zama has poured the walls and currently on their turn around and will be returning March 4. Nason will coordinate with Rick Emi from Ptarmigan Engineering to look at the rebar for the suspended floor. There is some confusion on the design for the air release at the aeration tower to go with a goose neck or a vertical chimney. There was some direction from my self that all Change Orders NO Cost will be in writing so things don't get misunderstood in the future. In the contract there is under special provisions section 7.0 additional items to reclud and reroof the existing building to match the new WTP @ \$163,000.00 I have talked with the local Councilor and she would like this done. Progress on the concrete is 47% complete @ 110m2 poured and the mechanical is at 1 % complete.

- Fort Vermilion WTP SCADA is under way and Redline is still in progress of running the conduit and re ballasting the lights. Nason will be on site late March to implement the plc and their guys are doing the programming now in St Albert.

Project No: 12411 C01
 Meeting Date: February 7, 2008
 Meeting Time: 4:00 PM
 Meeting No: 06
 Written By: Robert Perrault

Project: Hamlet of Zama - Water Supply System Upgrading
 Contract #1 - New Water Treatment Plant

Client: Mackenzie County

Location: ISL Office Trailer - Zama

Purpose: Project Progress Meeting 06

In Attendance: Dave Crichton - Mackenzie County
 Mehrdad Panahi - ISL
 Telephone
 Lyman Zollinger - Nason
 Ray Souchotte - Nason

Distribution: All present

Bill Maggs - Nason
 Robert Perrault - ISL

Dave Benke - Nason

Bill Kostiw - Mackenzie County
 John Klassen - Mackenzie County

The subjects discussed and decisions reached are summarized in the following record. Please notify the author of any errors or omissions. If no comments are received within 7 days this record is considered correct.

Item	Description	Action By
1.	<p><u>Safety</u></p> <p>[Feb 7] On Wednesday January 30th, a leak in the propane lines feeding the space heaters ignited and a small fire resulted. The fire department was called and no serious damage occurred.</p> <p>The contractor will provide an incident report for the next meeting.</p>	Nason
2.	<p><u>Progress Since Last Meeting</u></p> <p>[Feb 7] The following work has been completed since the last meeting:</p> <ul style="list-style-type: none"> ◊ Removed hoarding ◊ Started stripping formwork from the previous pour 	Nason
3.	<p><u>Anticipated Progress for the Next Two Weeks</u></p> <p>[Feb 7] Nason expects the following progress in the next two weeks:</p> <ul style="list-style-type: none"> ◊ Complete stripping formwork from the previous pour ◊ Form second half of tank walls and pour concrete ◊ Start formwork for reservoir floor slab ◊ Re-establish hoarding and heating of poured concrete 	Nason

Project No: 12411 C01
Meeting Date: February 7, 2008
Meeting No: 06

4. Coordination

[Feb 7] Nason's mechanical crew will be installing piping in suspended slab during installation of formwork

Nason

5. Quality Assurance/Materials Testing

[Feb 7] Test results of west wall chamber pour have been returned to ISL, copies will be provided to Nason and Mackenzie County.

ISL

6. Changes in the Work

[Jan 10] The following changes to the work are being developed

- The walls of the new water plant will be prefabricated at Nason's yard. This process is being referred to as Panelization. The interior finish will have Ag-Tuf vinyl finish color to be approved by client.
- Deletion of Schedule #1 "Item 1.5 -Interior Concrete Waterproofing"
- Additional Clearing and Grubbing at the Reservoir site
- Office layout being reviewed and revised
- Make Up Air Unit #1 to be relocated to accommodate the vent stack

Nason

[Jan 24] It was noted that the building edge curbing at the north end is lower in the aeration room than the perimeter ground elevations, to be discussed under 8. RFI

Nason
ISL

[Feb 7] Additional changes discussed

- Stainless Steel piping to replace carbon steel piping specified
- Additional Clearing and Grubbing at the Reservoir site
- Air intakes of Heating Units to be lowered below the outside fascia

7. Monthly Progress Draw

[Feb 7] January Progress Estimate to be delayed until the end of February. ISL will prepare an estimate of the January Progress estimate to provide Mackenzie County with value of on-going work completed.

Nason
ISL

8. Request for Information

[Feb 7] The following items were raised for discussion

- Flow Control valves are not specified
- Flygt pumps have hatches to be embedded in the floor slab concrete



Project No: 12411 C01
Meeting Date: February 7, 2008
Meeting No: 06

9. Other Business

- [Feb 7] Discussion on the outside building colours
 - Dave to consult with Lisa to finalize colours

Nason

10. Next Meeting

[Feb 7] The next meeting is scheduled for **Thursday, February 21, 2008 at 3:00 PM** at the ISL Field Office in Zama.

All

Project No: 12411 C01
 Meeting Date: February 21, 2008
 Meeting Time: 3:15 PM
 Meeting No: 07
 Written By: Robert Perrault

Project: Hamlet of Zama - Water Supply System Upgrading
 Contract #1 - New Water Treatment Plant

Client: Mackenzie County

Location: ISL Office Trailer - Zama

Purpose: Project Progress Meeting 07

In Attendance: Dave Crichton - Mackenzie County Bill Maggs - Nason
 Lyman Zollinger - Nason Robert Perrault - ISL
 Mehrdad Panahi - ISL
 Telephone
 Dave Benke - Nason

Distribution: All present Bill Kostiw - Mackenzie County
 John Klassen - Mackenzie County

The subjects discussed and decisions reached are summarized in the following record. Please notify the author of any errors or omissions. If no comments are received within 7 days this record is considered correct.

Item	Description	Action By
1.	<p><u>Safety</u></p> <p>[Feb 7] On Wednesday January 30th, a leak in the propane lines feeding the space heaters ignited and a small fire resulted. The fire department was called and no serious damage occurred.</p> <p><i>The contractor will provide an incident report for the next meeting.</i></p> <p>[Feb 21] No incidents to report</p>	Nason
2.	<p><u>Progress Since Last Meeting</u></p> <p>[Feb 21] The following work has been completed since the last meeting:</p> <ul style="list-style-type: none"> ◇ Completed stripping formwork from the previous pour ◇ Completed formwork on second half of chamber wall ◇ Poured concrete on second half ◇ Reinstalled heating and hoarding ◇ Started preparing framework for suspended slab 	Nason
3.	<p><u>Anticipated Progress for the Next Two Weeks</u></p> <p>[Feb 21] Nason expects the following progress in the next two weeks: (Nason will be off site until March 4)</p> <ul style="list-style-type: none"> ◇ Complete stripping formwork from the previous pour 	Nason

Project No: **12411 C01**
 Meeting Date: **February 21, 2008**
 Meeting No: **07**

4. Coordination

[Feb 21] Nason's mechanical crew will be installing piping in suspended slab during installation of formwork

Nason

5. Quality Assurance/Materials Testing

[Feb 21] Slump and air entrainment tests conducted during the pour were within required parameters.

ISL

6. Changes in the Work

[Jan 24] It was noted that the building edge curbing at the north end is lower in the aeration room than the perimeter ground elevations, to be discussed under 8. RFI

Nason

[Feb 7] Additional changes discussed

- Stainless Steel piping to replace carbon steel piping specified
- Additional Clearing and Grubbing at the Reservoir site
- Air intakes of Heating Units to be lowered below the outside fascia

Nason

[Feb 21] Items discussed of Feb 7 were reviewed.

ISL

- Vent stack for aeration system to be routed out through the roof. Air flow rate estimated at 3800 cfm, large diameter pipe to be used, rain cap and bird screen preferred.
- Additional Clearing and Grubbing at the reservoir site to be processed as Change Order.
- Sample line termination in the lab was discussed, gooseneck outlet extending over the sink was the preferred option, including lamacoid markers to indicate source.

7. Monthly Progress Draw

[Feb 21] The next progress draw will consist of 47 percent of concrete poured since December times the total value of that line item. Fittings cast into the walls will be invoiced at 1% of mechanical work.

Nason
ISL

8. Request for Information

[Feb 7] The following items were raised for discussion

- Flow Control valves are not specified
- Flygt pumps have hatches to be embedded in the floor slab concrete

Project No: 12411 C01
Meeting Date: February 21, 2008
Meeting No: 07

[Feb 21] Shop Drawings still outstanding for review include:

- Greensand Filter Backwash pumps
- Raw Water Transfer Pumps
- Raw Water Well Pumps
- Access Hatches to waste water chamber and raw water chamber

RFIs 4, 5 7 and 10 have been processed and sent back to Nason

RFIs 8 and 9 have been forwarded to DCL Siemens for review and clarification

RFIs 11 and 12 are currently being processed

Since the last meeting the wastewater transfer pump specified was checked by ISL and DCL Siemens was asked to review their original design. They have provided an alternate pump specification. A Change Notice will be provided to Nason for costing.

DCL Siemens was also asked to check the design of the weeping tile drain pump.

9. Other Business

[Feb 7] Discussion on the outside building colours

- Dave to consult with Lisa to finalize colours

[Feb 21] New building colours selected by owner and added to the 3D model of the building. The client has decided on the final colors for the new WTP exterior

The supplier is Cascadia Metals

Roof is QC8326 (Coffee Brown)

Lower outside walls QC8331 (Briarwood Tan)

Upper outside wall QC3696 (Antique Linen)

Fascia, door frames, downspouts (Coffee Brown)

Doors (Antique Linen)

The new siding on the existing treatment plant/pumphouse is to be:

Roof is QC8326 (Coffee Brown)

Outside walls QC8331 (Briarwood Tan)

Fascia, doors and frames, downspouts (Coffee Brown)

The well supply pumphouse is to be

The roof and eaves Metro Brown (228)

The walls Tan (315) and door and trim to be Metro Brown to match the roof and eaves

There was some discussion on the actual value of Xypex as specified in the contract. This item will be deleted from the contract.

Work in the existing WTP was reviewed with the Owner. It was confirmed that the Contract deletions of cabinetry and millwork were still valid. Nason will proceed with the works as detailed in the design drawings.

Nason

Project No: 12411 C01
Meeting Date: February 21, 2008
Meeting No: 07

10. Next Meeting

[Feb 21] The next meeting is scheduled for **Thursday, March 6, 2008 at 3:00 PM** at the ISL Field Office in Zama.

All

Project No: 12411 C02
 Meeting Date: February 21, 2008
 Meeting Time: 9:00 AM
 Meeting No: 08
 Written By: Robert Perrault

Project: Hamlet of Zama - Water Supply System Upgrading
 Contract #2 - Raw Water Supply Line
 Client: Mackenzie County
 Location: ISL Field Office - Zama
 Purpose: Project Progress Meeting 08
 In Attendance: Dave Crichton - Mackenzie County
 Mehrdad Panahi - ISL
 Distribution: All Present
 Arden Lazorko - AGTL
 Robert Perrault - ISL
 Bill Kostiw - Mackenzie County
 John Klassen - Mackenzie County

The subjects discussed and decisions reached are summarized in the following record. Please notify the author of any errors or omissions. If no comments are received within 7 days this record is considered correct.

Item	Description	Action By
1.	<u>Safety</u> [Feb 21] No new incidents to report.	AGTL
2.	<u>Progress Since Last Meeting</u> [Feb 21] AGTL arrived back on site Tuesday evening and initiated work on Wednesday February 20. The crew has been off site during the cold period since the end of January. <ul style="list-style-type: none"> • An air release valve was installed at station 1+675 • Currently working on a gate valve at Station 0+850 • Distribution line and Raw water line at access to plant site hydrovaccated and located 	AGTL
3.	<u>Anticipated Progress in the Next Two Weeks</u> [Feb 21] AGTL expects the following work in the next two weeks. <ul style="list-style-type: none"> • Installation of valve crossing station 0+810 • Tie-in to existing raw water line at water plant • Installation of flange ends for both RWLs at project end • Flushing and pressure testing 	AGTL
4.	<u>Coordination</u> [Feb 21] <u>Owner will be short staffed for the next twelve days.</u> Construction of the tie-in to the existing raw water line will require complete	County ISL

Project No: 12411 C02
Meeting Date: February 21, 2008
Meeting No: 08

closure of the roadway for several days, shut down of the raw water supply line for several hours.
AGTL to coordinate necessary barricades to provide with traffic accommodation
Owner to provide list of contacts of major operators, AGTL to provide verbal notification of road closure.
Raw water supply pumps currently pumping up to 22 hours per day. Construction of tie-in will require planning and assistance of the owner.
AGTL

5. Quality Assurance / Materials Testing

[Jan 25] Nothing to report at this time

AGTL

6. Changes in the Work

[Jan 25] Hydrant lead tie-in to distribution mains deleted

ISL

[Feb 21] No changes anticipated at this time

7. Monthly Progress Draw

[Feb 21] AGTL has provide ISL with a progress estimate which will be processed.

AGTL

8. Request for Information

[Jan 25] No information requested at this time.

ISL

9. Other Business

[Feb 21] No other business to discuss.

10. Next Meeting

[Jan 25] The next meeting is scheduled for 9:00 AM on Friday, March 7, 2008 at the ISL Field Office in Zama.

All

Project No: 12411 C03
 Meeting Date: February 7, 2008
 Meeting Time: 1:00 PM
 Meeting No: 08
 Written By: Robert Perrault

Project: Hamlet of Zama - Wastewater Collection and Treatment System Upgrading
 Client: Mackenzie County
 Location: ISL Field Office - Zama
 Purpose: Project Progress Meeting 08
 In Attendance: Dave Crichton - Mackenzie County Will Driedger - Forest Trotter
 Mehrdad and Robert of ISL were not in attendance
 Distribution: All Present Bill Kostiw - Mackenzie County
 John Klassen - Mackenzie County

The subjects discussed and decisions reached are summarized in the following record. Please notify the author of any errors or omissions. If no comments are received within 7 days this record is considered correct.

Item	Description	Action By
1.	<u>Safety</u> [Feb 7] No incidents or accidents reported since the last meeting.	
2.	<u>Progress Since Last Meeting</u> [Feb 7] Forest Trotter has completed the following since the last meeting: <ul style="list-style-type: none"> • Constructed approximately 300 lineal meters of the west berm to a height of 2.5 meters 	
3.	<u>Anticipated Progress in the Next Two Weeks</u> [Feb 7] Forest Trotter anticipates completing the following work in the next two weeks: <ul style="list-style-type: none"> • Construct the intercell berm to a height of 2.5 meters 	Forest T
4.	<u>Coordination</u> [Feb 7] ISL was requested to arrange for geotechnical testing for berm construction.	ISL

Project No: 12411 C03
Meeting Date: February 7, 2008
Meeting No: 08

5. **Quality Assurance / Materials Testing**

[Feb 7] Nothing to report at this time.

6. **Changes in the Work**

[Feb 7] Nothing to report at this time.

7. **Monthly Progress Draw**

[Feb 7] ISL prepared a January progress estimate and submitted to Mackenzie County.
(Please note the changes to Federal GST from 6% to 5%)

ISL

8. **Request for Information**

[Feb 7] No information requested at this time.

9. **Other Business**

[Feb 7] Nothing to report at this time.

10. **Next Meeting**

[Feb 7] The next meeting is scheduled for **Thursday, February 21, 2008 at 1:00 PM** at the ISL Field Office in Zama.

All

Project No: 12411 C03
 Meeting Date: February 21, 2008
 Meeting Time: 1:37 PM
 Meeting No: 09
 Written By: Robert Perrault

Project: Hamlet of Zama - Wastewater Collection and Treatment System Upgrading
 Client: Mackenzie County
 Location: ISL Field Office - Zama
 Purpose: Project Progress Meeting 09
 In Attendance: Dave Crichton - Mackenzie County Will Driedger - Forest Trotter
 Mehrdad Panahi - ISL Robert Perrault - ISL
 Distribution: All Present Bill Kostiw - Mackenzie County
 John Klassen - Mackenzie County

The subjects discussed and decisions reached are summarized in the following record. Please notify the author of any errors or omissions. If no comments are received within 7 days this record is considered correct.

Item	Description	Action By
1.	<u>Safety</u> [Feb 21] No incidents or accidents reported since the last meeting.	
2.	<u>Progress Since Last Meeting</u> [Feb 21] Forest Trotter has completed the following since the last meeting: <ul style="list-style-type: none"> • Constructed approximately 450 lineal meters of berm. The entire west berm is complete, 40 meters of the center berm is complete and 300 meters of the north berm is complete. 	
3.	<u>Anticipated Progress in the Next Two Weeks</u> [Feb 21] Forest Trotter anticipates completing the following work in the next two weeks: <ul style="list-style-type: none"> • Construct the north berm and the east berm 	Forest T
4.	<u>Coordination</u> [Feb 21] ISL was requested to arrange for geotechnical testing for berm construction.	ISL

Project No: 12411 C03
Meeting Date: February 21, 2008
Meeting No: 09

5. **Quality Assurance / Materials Testing**

[Feb 21] Nothing to report at this time.

6. **Changes in the Work**

[Feb 21] Nothing to report at this time.

7. **Monthly Progress Draw**

[Feb 21] ISL prepared a January progress estimate and submitted to Mackenzie County.
(Please note the changes to Federal GST from 6% to 5%)

ISL

8. **Request for Information**

[Feb 21] No information requested at this time.

9. **Other Business**

[Feb 21] Nothing to report at this time.

10. **Next Meeting**

[Feb 7] The next meeting is scheduled for Thursday, March 6, 2008 at 1:00 PM at the ISL Field Office in Zama.

All



Planning & Emergency Services

Tel.: (780) 928-3983 Fax: (780) 928-3636 Cell.: (780) 841-7740

E-mail: rbecker@mackenziecounty.com

Planning & Emergency Services Report February 2008

Work continues on purchasing the lands in Zama for residential and commercial expansion. We have been able to view the LiDAR imaging data the County had done last year. It is proving to be very valuable in identifying the most suitable areas to develop to avoid as many problems as possible.

Work continues on the Mackenzie County Land Use Initiative Phase 1 with SRD and other parties. Staff was able to locate a document that indicated the County transferred 213 Sections of land to SRD from White to Green zone. This reference is to be included in the report prepared by SRD so that it is clearly identified that the County transferred this amount of land. Local input from Mill owners has been received so their concerns can be addressed.

Discussions were held with ISL Engineering on taking over the Land Use By law review as well as the Municipal Development Plan. A more comprehensive plan to include tying together storm water management, area structure plans, and infrastructure needs were discussed. I had a follow up meeting with ISL in Edmonton to look at examples of communities they have done this type of a review for and was impressed. Administration will be following up with ISL and bringing forth options for Council to consider. I feel that a more coordinated approach to all County departments is the right way to move forward. A draft copy of the MDP and LUB was received yesterday. A copy of the LUB was given to the MPC council members for their review.

I have had meetings with both Planning staff and Emergency Services staff this past month. I am working with my staff to create a focused direction for each department to move forward.

R.N.BECKER
Director, Planning & Emergency Services



Mackenzie County

Office of Mackenzie County Emergency Services
 Box 1690, 10107-94 Avenue La Crete, Alberta, T0H 2H0
 Tel.: (780) 928-3983 Fax: (780) 928-3636 Cell.: (780) 841-1823
 E-mail: jgabriel@mackenziecounty.com

Emergency Services – Operations Report February 2008

Statistics:

Fire/EMS Station	EHS Unit #	Monthly EMS Calls	YTD EMS Calls	YTD Fire Calls
La Crete	1491 / 1420	19	50	7 / 3*
Fort Vermilion	1685	8	21	1
High Level	1686	11	28	-
Zama	1684	1	8	1
Total Calls		39	107	59

Statistics based on submitted PCR's, Dispatch Protocols, and Fire Reports.

*La Crete Station 2 (Tompkins/Bluehills)

Staffing:

Recruiting for District 2, High Level – Zama, is underway again, two practitioners have moved back home.

Ambulance Units:

Ambulance unit 1685 inspection was completed.

Administration:

MCES was visited by Alberta Health and Wellness regarding the new format of Patient Care Reports and their supporting computer software.

Draft Fire-Rescue Operation Guidelines for County fire services are still being reviewed by local departments.

Dispatch & Communications:

Administration has been in regular contact with the Director of Aeromedical, together we have worked out many concerns in a positive atmosphere.

Communications issues are still arising, steps have been taken to utilize the Mike phones more often during disruptions.

Capital Projects:

Quotes have been received regarding the replacement ambulance for unit 1420 in La Crete.

Zama Fire Guard tenders are out and the tender opening is scheduled for March 11, 2008.

Training and Education:

Trauma training is scheduled for practitioners during the month of March.

All practitioners are currently being trained in the usage of the new Patient Care Reports.

Regular weekly EMS training is available every Tuesday evening at the La Crete County office.

Building Repairs and Maintenance:

The furnace at the High Level EMS station failed and had to be repaired.

Working towards organizing supplies and equipment due to office move.

Public Awareness:

MCES was requested and provided EMS support to the Fort Vermilion Bantam hockey tournament.

Ongoing meetings regarding infection control and sterilization have been attended.

Articles have been submitted to the County Image.

Public Works Council Report

11 March 2008

Activities

Gravel reclamation liability

Prepare a gravel reclamation liability report to replace the one prepared by S&W.

Zama Funding for Water project

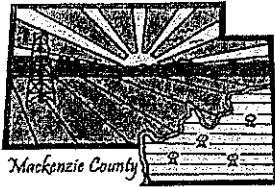
Review and resubmitted the funding payment from AIT.

Ice Bridge

Attached is the funding submitted to AIT with the anticipated remaining funds.

Other items:

- Road count comparison between the County and EXH counts, refer attachment; and
- Two CAT graders have been received to date, with the remaining two to be received within the next week.



Mackenzie County
 PO Box 640, Fort Vermilion, AB T0H 1N0
 Phone: (780) 927-3718 Fax: (780) 927-4266
 Toll Free: 1-877-927-0677
 Email: office@mackenziecounty.com

March 5, 2008

Alberta Infrastructure and Transportation
 Room 301, Provincial Building
 Bag 900-29
 9621-96 Avenue
 Peace River, AB
 T8S 1T4

Attention: Mr. Gerard Gravel

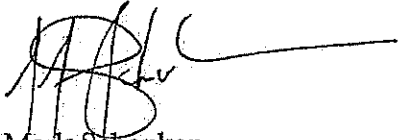
Re: Alberta Municipal Water/Wastewater Partnership
Zama City – Water Treatment Plant & Groundwater Supply and Supply Line

Referring to your letter dated February 22 and our telephonic conversation, I have summarized the project costs as you have requested below:

	2006	2007	2008	Total	75% of Total
	\$	\$	\$	\$	\$
Well	199,781.00	16,077.11	-	215,858.11	161,893.58
Advertising				-	-
Engineering & consulting	93,128.80	16,077.11		109,205.91	81,904.43
Contract	106,085.00			106,085.00	79,563.75
Materials & other	567.20			567.20	425.40
Line	23,373.62	1,332,148.46	195,440.00	1,550,962.08	1,163,221.56
Advertising		913.50		913.50	685.13
Engineering & consulting	23,373.62	294,787.46		318,161.08	238,620.81
Contract		1,035,897.50	195,440.00	1,231,337.50	923,503.13
Materials & other	-	550.00		550.00	412.50
Plant	153,034.80	1,858,013.00	-	2,011,047.80	1,508,285.85
Advertising	1,396.67	2,127.00		3,523.67	2,642.75
Engineering & consulting	143,880.76	289,423.88		433,304.64	324,978.48
Contract		1,169,231.70		1,169,231.70	876,923.78
Materials & other	7,757.37	397,230.42		404,987.79	303,740.84
Total	376,189.42	3,206,238.57	195,440.00	3,777,867.99	2,833,400.99

Please advise should you require any additional information or any supporting documentation that might assist in expedition of the above payment.

Sincerely,

A handwritten signature in black ink, appearing to read 'MS', with a long horizontal line extending to the right.

Mark Schonken
Director of Public Works & Agriculture

Ice Bridge

Progress Payments

Description	Rate	Unit	1st Payment	2nd Payment	Final
Contractor			46,000.00	16,000.00	62,000.00
Wages					
- Paul Driedger	55.00	5	275.00		275.00
- Mark Schonken	53.00	44	2,332.00	265.00	2,597.00
- Ron Dyck	30.00	330	9,900.00	2,400.00	12,300.00
- Walter Krahn	30.00	330	9,900.00	2,400.00	12,300.00
- John Krahn	28.00	16	448.00	448.00	896.00
Equipment					
- Grader	39.00	16	624.00	624.00	1,248.00
- Vehicles	0.50	7,500	3,750.00	750.00	4,500.00
- Backhoe			4,340.00		4,340.00
Insurance				9,785.00	9,785.00
Goods & supplies			11,286.57	4,000.00	15,286.57
Sub-total			88,855.57	36,672.00	125,527.57
Administrative cost			13,328.34	5,500.80	18,829.14
Total			102,183.91	42,172.80	144,356.71

Road Counts – 2007

Description	Location	County			EXH			Notes
		Date	Period	Counts	Date	Period	Counts	
Zama Access	East of Sign Corner	Aug 27	2 days	533	Annual	1 day avg.	610	East
Zama Access	1km West of Sign Corner	Aug 29	2 days	854	Annual	1 day avg.	910	West
88 Connector	Between 697 & RR 14-2	Aug 15	2 days	1,161	Annual	1 day avg.	270	East
Hwy 88	South of Connector	July 09	2 days	1,038	Annual	1 day avg.	380	West
Hwy 88	3km South of North Tall Cree	Oct 09	2 days	322				
Helipport Road	400 m East of Hwy 35	Sept 04	2 days	728				
Rocky Lane	700 m East of RR15-1	Sept 19	2 days	361	Oct 25	1 day *	40	South
Foster Road	450 m South of Hwy 88	Sept 24	2 days	373				

* - The counts started at 7am and stopped at 7pm.

County Road Counts

Description	Location	Start Time	End Time	Counted
Zama Access	East of Sign Corner	Aug 27 - 13:30	Aug 29 - 13:30	533
Zama Access	1km West of Sign Corner	Aug 29 - 13:45	Aug 31 - 13:45	854
88 Connector	Between 697 & RR 14-2	Aug 15 - 13:30	Aug 17 - 13:30	1,161
Hwy 88	South of Connector	July 09 - 15:30	July 11 - 15:30	1,038
Hwy 88	3km South of North Tallcree	Oct 09 - 10:15	Oct 11 - 10:15	322
Heliport Road	400 m East of Hwy 35	Sept 04 - 10:55	Sept 06 - 10:55	728
Rocky Lane	700 m East of RR15-1	Sept 19 - 11:00	Sept 21 - 11:00	361
Foster Road	450 m South of Hwy 88	Sept 24 - 9:55	Sept 26 -9:55	373
West La Crete	West of RR16-0	July 23	July 25	739
Blumenort	Between school and intersection	Sept 26	Sept 28	871
River road	North of Auto-Tec	Aug 8	Aug 10	1,215
Wilson Prairie	Off 697	July 25	July 27	643
Wolf Lake	West of 697	Oct 02	Oct 04	264
RD 15-1		Sept 17	Sept 19	242
RD 15-4		July 17	July 19	675

CAO REPORT TO COUNCIL
March 11, 2008

This report is a brief overview of Mackenzie County operations and events. As everyone knows we now have a huge majority PC government in Alberta and we certainly trust the Premier will choose a cabinet that will remember the northwest part of Alberta. Over the past year we have secured significant project funding for which I am thankful; however, we still have a long wish list including provincial projects (ie. Highway 88). It seems the provincial coffers are bursting and we need to make every effort to get our fair share, henceforth we should continue a strong lobby.

The projects currently underway are going well but again we must be ever diligent on our project management and inspection. I think our staff and I have a good handle on these projects and certainly will continue to be vigilante in the future management of same.

We are certainly in the "audit" process and everything looks "tickity-boo" including gravel. Joulia will provide a broader report on the audit.


All of our departments are very busy with project development, business planning and the daily chores. I have attached some items that Council may wish to peruse, especially the project meeting notes from the engineers.

The next few weeks will be very hectic as we have the AAMD&C conference and several other meetings to attend. I encourage Council to make every effort to personally meet the new cabinet and let them know our needs and to help us get our share.

Some of the significant projects we are going to undertake in 2008 are industrial and linear assessment field review, streamline project management, water and rewrite our General Municipal Plan and our Land Use Bylaw. Of course we will be ever diligent on all current projects. We are also looking at the projects Council brought forward during the budget discussions.

In summary, the County business affairs are well in order and despite some serious economic hits we are financially sound. Our staffing situation is fairly good and we are filling some vacant positions over the next few weeks. I would be pleased to answer any questions Council may have or provide more information at then next meeting.

Thank you.


William Kostiw
CAO

Attachments:

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March 5, 2008

To: William Kostiw
CAO Mackenzie County

Re: FCSS Steering Committee

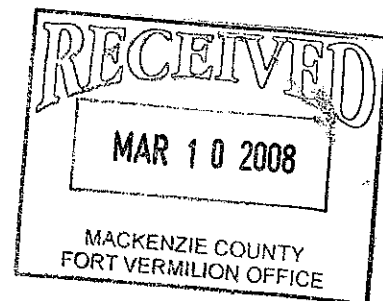
I would like to inform you that Family and Community Support Services requires two board members effective immediately. Mrs. Hali Ward sent in her resignation and Ms. Corrine Card announced at our last board meeting that she is leaving the community to pursue a career change at the end of March.

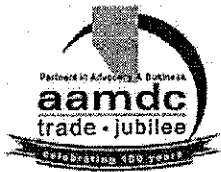
Carla Paul

A handwritten signature in cursive script that reads 'Carla Paul'.

Director

Cc: Anne Martens
Cc: Julia Whittleton





Spring 2008 Convention Program

Monday, March 17, 2008

- | | |
|---------------------|---|
| 10:00 am – 12:00 pm | Pre-Convention Workshop: Raising the Bar on Governance
Presented by George Cuff
<i>Jubilee Ballroom, Level P2, Coast</i> |
| 9:00 am – 7:00 pm | AAMDC Registration/Information Desk
<i>Foyer To Grande Ballroom, Main Level, Delta</i> |
| 12:00 pm – 7:00 pm | Luck of the Irish Trade Show
<i>Grande Ballroom, Main Level, Delta</i> |
| 12:00 pm – 1:30 pm | Trade Show Buffet Luncheon
<i>Grande Ballroom, Main Level, Delta</i> |
| 3:00 – 4:00 pm | Reeves/Mayors Meeting
<i>Jubilee Ballroom, Level P2, Coast</i> |
| 4:00 pm – 6:30 pm | Appetizer Reception
<i>Grande Ballroom, Main Level, Delta</i> |
| 6:40 pm – 7:00 pm | Trade Show Closing Ceremonies & Door Prize Draws
<i>Grande Ballroom, Main Level, Delta</i> |

Tuesday, March 18, 2008

- | | |
|-------------------|--|
| 6:30 am – 8:00 am | Buffet Breakfast courtesy of Bell
<i>Atrium Café, Main Level, Coast</i> |
| 7:00 am – 3:30 pm | AAMDC Registration/Information Desk
<i>Foyer To Grande Ballroom, Delta</i> |
| 8:00 am | Convention Opening
<i>Grande Ballroom, Main Level, Delta</i> <ul style="list-style-type: none"> ▪ O Canada ▪ Invocation ▪ Greetings from Municipal Affairs and Housing ▪ Greetings from City of Edmonton ▪ President's Report ▪ Membership Fees for 2008-2009 Fiscal Year ▪ Resolutions Committee |
| 8:30 am | Address by the Minister of Municipal Affairs and Housing |
| 8:50 am | Member Endorsement of AAMDC Strategic Plan |
| 9:00 am | Understanding the Volunteer Firefighter Employer-Employee Relationship
Presented by Brownlee LLP |



Spring 2008 Convention Program

Tuesday, March 18, 2008

- 9:15 am **The Provincial Landuse Framework – A Government Overview**
Presented by the Minister Sustainable Resource Development
- 9:30 am **Address by the Minister of Employment, Immigration and Industry**
- 9:50 am **Rural Matters!**
- 10:00 am **Address by the Minister of Energy**
- 10:15 am **Coffee Break courtesy of Waterous Power Systems**
Provided in Workshops at the Coast Terrace Inn
- 10:30 am **Workshops**
- Tools for Implementing Tangible Capital Assets
 - Changing the Face of Politics: Getting to 30 Per Cent by 2026
 - Sustainable Development: Cumulative Effects Management System
- 12:00 pm **Buffet Luncheon**
Jubilee Ballroom, Level P2, Coast
- 1:00 pm **Keynote Speaker – Dianne Buckner**
Grande Ballroom, Main Level, Delta
- 2:15 pm **Water for Life – The Renewal Process**
Presented by the Alberta Water Council
- 2:30 pm **Action Plan for a Province-wide Onsite Wastewater Strategy**
Presented by the Alberta Onsite Wastewater Management Association
- 2:45 pm **Coffee Break courtesy of the Canadian Association of Petroleum Producers**
Provided in Workshops at the Coast Terrace Inn
- 3:00 pm **Workshops**
- Tools for Implementing Tangible Capital Assets
 - Changing the Face of Politics: Getting to 30 Per Cent by 2026
 - Sustainable Development: Cumulative Effects Management System
- 4:30 pm – 6:00 pm **Municipal Affairs and Housing Open House**
Palm Room, Main Level, Coast
- 6:00 pm – 11:00 pm **Social Evening courtesy of AMEC, EXH and Stewart Weir**
Grande Ballroom, Main Level, Delta

*Council & Staff
AIT* →



Spring 2008 Convention Program

Wednesday, March 19, 2008

- 6:30 am – 8:00 am **Buffet Breakfast**
Atrium Café, Main Level, Coast
- 7:30 am – 12:00 pm **AAMDC Registration/Information Desk**
Foyer To Grande Ballroom, Delta
- 8:00 am **Resolution Session**
Grande Ballroom, Main Level, Delta
- 9:20 am **Alberta Recycling Management Association**
- 9:30 am **Address by the Minister of Agriculture and Food**
- 9:45 am **Address by the Minister of Infrastructure and Transportation**
- 10:00 am **Address by the Minister of Environment**
- 10:15 am **Coffee Break courtesy of Brownlee LLP**
- 10:30 am **Ministerial Forum**
- 11:45 am **Address by the Premier of Alberta**
- 12:00 pm **Unfinished Business**
 - Door Prize Draws
 - God Save the Queen
- 12:30 pm **MLA Luncheon courtesy of AON**
Jubilee Ballroom, Level P2, Coast
- 2:00 pm **Post-Convention Workshop: The Clock is Ticking - Integrated Community Sustainability Plans**
Edmonton Room, Level 2, Delta

Carol Gabriel

From: Bev Cote [Bev.Cote@gov.ab.ca]
Sent: Thursday, February 28, 2008 4:02 PM
To: Carol Gabriel
Subject: FW: Meeting during AAMD&C Convention

Carol,

I just wanted to let you know that your meeting with regional staff at AAMD&C has been **changed to Tuesday, March 18 at 2:30 p.m. in the Victoria Room** at the Coast Terrace Inn. This should work out much better for your council and administration.

Call if you have any questions or concerns with this change.

Thank you.

Bev Cote
(780) 624-6400

From: Bev Cote
Sent: Thursday, February 21, 2008 11:04 AM
To: 'Carol Gabriel'
Subject: RE: Meeting during AAMD&C Convention

Just to confirm our conversation, Carol, I have tentatively booked Mackenzie County to meet with regional staff at 2:30 pm, Wednesday, March 19 in the Richmond Room at the Coast Terrace Inn. Once the election is over and our Minister's schedule is known for any meetings he/she may hold at the convention, I will confirm these arrangements.

Bev Cote
(780)624-6400

From: Carol Gabriel [mailto:cgabriel@mackenziecounty.com]
Sent: Tuesday, February 19, 2008 10:52 AM
To: Bev Cote
Subject: Meeting during AAMD&C Convention

Hi Bev,

Further to the letter dated February 12, 2008 from John Engleder, Mackenzie County is interested in meeting with AIT staff and the Minister during the AAMD&C Spring convention.

Items for discussion are:

- Resource Roads
- Highway 88
- Utility Projects
- ATCO Power

Please advise as to the time of our meeting.

Thank you.

Carol Gabriel
Executive Assistant
Mackenzie County
(780) 927-3718

**ALBERTA ASSOCIATION OF
MUNICIPAL DISTRICTS & COUNTIES**

REEVES/MAYORS MEETING

**Monday, March 17, 2008
3:00 pm
Jubilee Ballroom – Level P2
Coast Terrace Inn**

AGENDA:

- A. Call to Order.**
- B. Adoption of Minutes.**
- C. Approval/Adoption of Agenda.**
- D. New Business:**
 - 1. Ephemeral Water Bodies (*Lacombe County*)**
 - 2. Resolution – Alberta Infrastructure and Transportation Policy (*County of Vermilion River*)**
 - 3. Resolution – Alberta Sustainable Resource Development Services (*County of Vermilion River*)**
 - 4. Municipal Sustainability Initiative (MSI) – Provincial Expectations on Use (*County of Vermilion River*)**
 - 5. Capital Region Integrated Growth Management Plan (*Strathcona County*)**
 - 6. Transportation Policy Changes (*Strathcona County*)**
 - 7. Seniors' Homes Provincial Requisition – Discussion (*County of Wetaskiwin*)**
- E. Adjournment.**

AAMD&C 2008 Resolution No. _____

VERMILION RIVER, COUNTY OF

MANAGEMENT OF MUNICIPAL PLANNING REFERRALS

Endorsed by Edmonton East District No. 5

Moved by Don Whittaker - Seconded by Pat Gordeyko

WHEREAS, the Alberta Sustainable Resource Development has announced that they will no longer provide a detailed review for each referral received involving a proposed subdivision although municipalities are obliged to circulate these proposed subdivisions to them to determine the provinces interest and comments regarding water bodies; and

WHEREAS, the removal of this service has occurred without advance notice, consultation or guidelines to the municipalities who are being asked to determine the provinces interests; and

WHEREAS, there is no process outlined for Alberta Sustainable Resource Development to review existing statutory or non-statutory plans with municipalities so they know what provincial interests currently exist in their municipalities; and

WHEREAS, the service previously provided by Alberta Sustainable Resource Development was a valuable one as the department has the data, inventories and expertise to better identify and protect their interests; and

WHEREAS, this removal of service will have far reaching implications and impacts to local municipalities who have not had an opportunity to have any input into this decision;

NOW THEREFORE BE IT RESOLVED THAT the Alberta Association of Municipal Districts & Counties urge the Government of Alberta to have Alberta Sustainable Resource Development immediately resume the valuable service they provided in the past through their detailed review for each referral received involving a proposed subdivision to identify any provincial interests.

BACKGROUND

The letter of October 1, 2007 from Alberta Sustainable Resource Development is attached for information.

Many municipalities have recently completed a review of their statutory or non-statutory plans and did not have the opportunity to include Alberta Sustainable Resource Development in this process to understand the provinces interests.

With no consultation or input into the guidelines / policies on water bodies that are to be managed by the municipality during the subdivision process it leaves municipalities at risk in not protecting important provincial interests. It is not clear if municipal management extends to existing water bodies only or also to those that have been lost in the past that they may not be aware of.

This announcement constitutes a download onto all urban and rural municipalities without advance notice.

AAMD&C 2008 Resolution No. _____

VERMILION RIVER, COUNTY OF

PROVINCIAL HIGHWAY DEVELOPMENT POLICY

Endorsed by Edmonton East District No. 5

Moved by Don Whittaker - Seconded by Pat Gordeyko

WHEREAS, Alberta Infrastructure & Transportation has developed Policy TCE-TS 509 regarding who pays for highway development dated October 10, 2007; and

WHEREAS, Resolution 9-07F adopted at the Fall 2007 Convention of Alberta Association of Municipal District & Counties regarding a municipality's mandate respecting highways are not being considered in this policy.

NOW THEREFORE BE IT RESOLVED THAT the Alberta Association of Municipal Districts & Counties urge the Government of Alberta to provide information on Policy TCE-TS 509 to other districts and that a policy paper on the implications associated with the application of the policy and position on who pays for highway development be established.

February 29, 2008

EXH File: 1008036

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

Attention: Mr. Bill Kostiw
Chief Administrative Officer

**RE: Projects Meeting Minutes
February 27, 2008**

Please find enclosed the minutes for the projects meeting held on February 27, 2008, in Fort Vermilion, for your review and action as required.

Please note that our next meeting is tentatively scheduled for **Tuesday March 18, 2008 at 1:15pm** at the **AAMD&C Conference** in **Edmonton**.

Sincerely,

Mark Onaba, E.I.T.
Project Manager
EXH Engineering Services Ltd.

MO/mo

Enclosure

cc: John Klassen, Mackenzie County
Dave Crichton, Mackenzie County
Ryan Becker, Mackenzie County
Grant Smith, Mackenzie County
Mark Schwab, EXH – Grimshaw
Garth McCulloch, EXH – Red Deer

MEETING MINUTES
Mackenzie County
Projects Notes
February 27, 2008

Discussion Only

Attendees: Bill Kostiw (BK), Mackenzie County
 John Klassen (JK), Mackenzie County
 Dave Chrichton (DC), Mackenzie County
 Grant Smith (GS), Mackenzie County
 Ryan Becker (RB), Mackenzie County
 Garth McCulloch (GM), EXH – Red Deer
 Mark Schwab (MS), EXH – Grimshaw
 Mark Onaba (MO), EXH – La Crete

<u>Job No.</u>	<u>Project</u>	<u>Action By</u>
PROJECTS 1005016	Fort Vermilion South Drainage <ul style="list-style-type: none"> ▪ GM noted that there is more ditch cleaning than actual construction required for the project. ▪ GS mentioned that landowner (Richards) wants 7:1 slopes ▪ Greg Newman noted that the ditch should be scaled back to a 1.0m – 1.5m wide ditch bottom. ▪ County agreed to leave the back slopes at 3:1. ▪ County would like the entire ditch to be licensed. ▪ GS is looking at doing a ditch clean-out as opposed to new construction. ▪ No work is required from EXH at this time. 	Grant S.
1007116 (Schedule A)	99 Street /North & South La Crete Accesses/94 Avenue Project <ul style="list-style-type: none"> ▪ County decided on a Sept 1, 2008 completion date for the project ▪ Decision on whether to put paint lines on 99 Street to be revisited in the spring. ▪ MS noted that EXH had released hold back to Knelsen. 	EXH.
1007116 (Schedule B)	South La Crete Access Base-Pave <ul style="list-style-type: none"> ▪ County agreed to increase ACP to 120mm, this would ensure the structure of the road was sufficient enough to accommodate traffic through the winter. (70mm fall, 50 mm spring) ▪ Project will be completed in 2008 	EXH
1007122	Hwy 697 Correction Line Drainage <ul style="list-style-type: none"> • EXH to provide concept and cost estimate for a drainage study for entire area. 	Mark O. John K.

<u>Job No.</u>	<u>Project</u>	<u>Action By</u>
	<ul style="list-style-type: none"> • Drainage study will include Twp 106-4. Rge Rd 13-4 and Twp 107-0 (Wolfe Lake Road) • MS and MO to review project with JK, JW and GS. • GS suggested spring run-off would be a good time to review. • BK mentioned that he prefers design and tender preparation to occur right after spring run off and construction to commence after September 08. • County and EXH to inspect project during spring runoff. 	
1007158	Twp. Rd 107-2 & Rge. Rd 13-2 Ditch Survey (Ed's Ditch) <ul style="list-style-type: none"> • County requires a survey of existing ditch, field and dugout • JK noted from Spruce Road ½ mile North on Rge Rd 13-2 on the east side of road. • EXH awaiting further direction. 	On Hold
1007160	Blumenort Intersection Treatment. <ul style="list-style-type: none"> • JK will be meeting with landowner to review land purchase • Darrell Quist will invoice the County directly for construction work done in 2007. • MO will continue dealing with ATCO with regard to power pole relocations. • County will provide details of changes to MO so EXH can finalize Contract Document. • ATCO estimated \$107,000 to install underground utilities. BK will send a copy of estimate to MO. • BK noted that construction should proceed as per original design. • BK to send EXH a copy of contract changes. 	Mark O. John K.
1007162	Heliport Road RRP 2007 <ul style="list-style-type: none"> • Application was completed and forwarded to AIT on November 30 2007 	EXH
1007170	Zama Access Road Base/Pave <ul style="list-style-type: none"> • Project has been awarded to Knelsen Sand & Gravel Ltd. • Construction to commence in the spring of 2008. 	EXH
1007175	Hwy 88 Connector RRP 2007 <ul style="list-style-type: none"> • Application was completed and forwarded to AIT on November 30 2007 	EXH
1007176	Rocky Lane Road RRP 2007 <ul style="list-style-type: none"> • Application was completed and forwarded to AIT on November 30 2007 	EXH
1007177	Zama Access Road RRP 2007 <ul style="list-style-type: none"> • Application was completed and forwarded to AIT on November 30 2007. • Waiting for A.I.T. comments/approval. 	EXH

<u>Job No.</u>	<u>Project</u>	<u>Action By</u>
1007193	High Level Drainage <ul style="list-style-type: none"> • County would like to extend survey 800 m to the north from previous survey. • Extend survey 800 m south from intersection in east ditch. • EXH to complete survey extension and draft design. • BK mentioned that EXH should proceed to prepare a conceptual design and "B" type construction cost estimate for review 	Mark O.
1008065	Aspen Drive <ul style="list-style-type: none"> • BK noted that the County has received Camrif funding for this project and would like to tender it separately • County would like EXH to specify how driveways are to be constructed in the Contract • BK mentioned that an environmental waiver would be required for this project • County has an engineering and construction budget of \$750,000 for this project • BK would like to skip a section of the road, north of the school, as this area has not been developed yet • MS mentioned that given the width of the existing road, we might have to core the road in order to achieve a subgrade width wide enough to accommodate an 8m finished road top width. Further more, widening the road could lead to potential drainage issues as the existing ditches could get filled in.. • EXH to provide recommendation on road structure • RB to provide MO with Mylar drawings that could aid EXH in the design process 	Ryan B. Mark O.
3007003	BF 86154 – Prairie Point Access <ul style="list-style-type: none"> ▪ Bridge group is processing final details ▪ Soft spot on road to be reviewed in the spring. ▪ BK noted that the culvert was frozen right up to the top and expressed some concerns for spring run off. ▪ DC will provide photos. EXH to review and provide recommendations 	EXH
4007029	102 Street/91 Avenue <ul style="list-style-type: none"> • Existing surface drainage to storm sewer. • Ensure the contract details the tie-ins of the street to driveway. • County would like to surface drain as much as possible. • County would like to include the tie in storm sewer extension, on 109 Ave, to this contract as a separate schedule • BK noted that an environmental waiver is required for this project • MS noted that a draft tender package would be ready for review either by the end of this week or at the beginning of next week • EXH to send the draft tender package to John K. for review 	EXH County

<u>Job No.</u>	<u>Project</u>	<u>Action By</u>
4007029	98 Avenue <ul style="list-style-type: none"> • Ensure the contract details the tie-ins of the street to driveway. • County would like a 5' Sidewalk • BK noted that this project will possibly go to tender in 2008 and construction will commence in 2009 • MS noted that EXH would provide the County with a draft tender package for review • BK mentioned that he would like to stretch the distance between the street lights on 98 Avenue in order to save costs • MO waiting for cost estimate from ATCO covering 3 line relocation options. 	EXH
4007049	Mackenzie County Subdivision Inspections <ul style="list-style-type: none"> • Deficiency list to be reviewed in the spring with JK. 	Mark O.

DISCUSSION

----	Bridge File Maintenance Contract <ul style="list-style-type: none"> ▪ Contract package will be ready for tender at the end of February 	EXH
----	Hwy 697 Drainage (Buffalo Head Prairie Area) <ul style="list-style-type: none"> • A.I.T. has approved 50/50 funding to a maximum of \$50,000 for construction. • Site to be reviewed during spring run-off 	EXH
----	Mustas Lake Center Subdivision – Design Review <ul style="list-style-type: none"> • County to review status of drainage with windrowed fill material • MO and MSk and JK will review existing lift station data • County would like EXH to review existing lift station design & capacity • BK noted that the County would be meeting with their lawyer on March 3 to discuss levy offsets in this subdivision • MO to attend meeting 	Mark O.

Prepared by: Mark Onaba & Mark Schwab

EXH Engineering Services Ltd.

LA CRETE

Box 349
La Crete, Alberta T0H 2H0
Telephone: (780) 928-4461
Fax: (780) 928-4485
Email: lacrete@exheng.com

February 13, 2008

EXH File: 1007160

Mackenzie County
P.O. Box 640
Fort Vermillion, AB T0H 1N0

Attention: Mr. Bill Kostiw
Chief Administrative Officer

Note
We are Proceeding
With original
Design and
underground
Power

**RE: Hwy 697:04 Intersectional Treatments at Blumenort Road (km 53.67)
Power Pole Relocations**

As per your request, EXH Engineering Services Ltd. (EXH) has reviewed the possibility of re-designing the above intersection to accommodate the existing power poles in the SE, NE and NW quadrants of the intersection.

Our initial assessment illustrated that a Type II(c) intersectional treatment for RAU-211.8-110 was warranted for this intersection. Based on this assessment, the *Alberta Highway Geometric Design Guide* required that this type of intersection be constructed to a grade height of at least 1.0m with 7:1 side slopes and a standard ditch bottom of 4.0m. However, due to constraints governed by the existing conditions at this intersection, our design recommended that the intersection be constructed to a grade height of 0.7m, in some isolated areas, with 5:1 side slopes and a 2.5 m wide ditch bottom, in order to minimize construction costs.

As such, it is evident that the current design has already been scaled back and it would be inadvisable to scale it back any further without compromising the safety of the road users, as well as the quality of the final product.

However, given the width of the existing right-of-way, the following two options could be explored further. These would result in a somewhat improved intersection with the possibility of not moving any poles;

- Improve the radiuses in the NW, SW and SE quadrants of the intersection.. This approach will somewhat improve the safety of the intersection but obviously not to the full extent as the Type II improvement would.
- Carry out the above improvements and also try to field-fit whatever improvements you can do on the NE quadrant. This would however result in substandard turning radius. Again, this approach will somewhat improve the safety of the intersection but not to a full extent

Please note that any alternative designs or deviations from the current design would have to be approved by Alberta Infrastructure and Transportation (AIT) prior to construction. Given the fact that the intersection design standards have already been somewhat reduced, it is possible AIT would not approve further alterations.

HEAD OFFICE: 7710 Edgar Industrial Court, Red Deer, Alberta T4P 4E2
Telephone: (403) 342-7650 Fax: (403) 342-7691 Toll Free: 1-800-463-6394
Email: reddeer@exheng.com Website: www.exheng.com

Mackenzie County
February 13, 2008
Page 2 of 2

EXH File: 1007160

Please advise if you would like EXH to further explore one of the options outlined above. You can contact me at (780) 928-4461, if you have any questions or need any additional information.

Sincerely,



Mark Onaba, E.I.T.
Project Manager

cc: Mark Schwab, EXH Grimshaw
Garth McCulloch, EXH Red Deer
Randall Trites, EXH Red Deer
Joseph Luca, EXH Red Deer

Project No: 12411 C01
 Meeting Date: February 21, 2008
 Meeting Time: 3:15 PM
 Meeting No: 07
 Written By: Robert Perrault

Project: Hamlet of Zama - Water Supply System Upgrading
 Contract #1 - New Water Treatment Plant

Client: Mackenzie County

Location: ISL Office Trailer - Zama

Purpose: Project Progress Meeting 07

In Attendance: Dave Crichton - Mackenzie County Bill Maggs - Nason
 Lyman Zollinger - Nason Robert Perrault - ISL
 Mehrdad Panahi - ISL
 Telephone
 Dave Benke - Nason

Distribution: All present Bill Kostiw - Mackenzie County
 John Klassen - Mackenzie County

The subjects discussed and decisions reached are summarized in the following record. Please notify the author of any errors or omissions. If no comments are received within 7 days this record is considered correct.

Item	Description	Action By
1.	<p>Safety</p> <p>[Feb 21] On Wednesday January 30th, a leak in the propane lines feeding the space heaters ignited and a small fire resulted. The fire department was called and no serious damage occurred.</p> <p><i>The contractor will provide an incident report for the next meeting.</i></p> <p>[Feb 21] No incidents to report</p>	Nason
2.	<p>Progress Since Last Meeting</p> <p>[Feb 21] The following work has been completed since the last meeting:</p> <ul style="list-style-type: none"> ◇ Completed stripping formwork from the previous pour ◇ Completed formwork on second half of chamber wall ◇ Poured concrete on second half ◇ Reinstalled heating and hoarding ◇ Started preparing framework for suspended slab 	Nason
3.	<p>Anticipated Progress for the Next Two Weeks</p> <p>[Feb 21] Nason expects the following progress in the next two weeks: (Nason will be off site until March 4)</p> <ul style="list-style-type: none"> ◇ Complete stripping formwork from the previous pour 	Nason

Project No: 12411 C01
Meeting Date: February 21, 2008
Meeting No: 07

4. Coordination

[Feb 21] Nason's mechanical crew will be installing piping in suspended slab during installation of formwork

Nason

5. Quality Assurance/Materials Testing

[Feb 21] Slump and air entrainment tests conducted during the pour were within required parameters.

ISL

6. Changes in the Work

[Jan 21] It was noted that the building edge curbing at the north end is lower in the aeration room than the perimeter ground elevations, to be discussed under 8. RFI

Nason

[Feb 7] Additional changes discussed

- Stainless Steel piping to replace carbon steel piping specified
- Additional Clearing and Grubbing at the Reservoir site
- Air intakes of Heating Units to be lowered below the outside fascia

Nason
ISL

[Feb 21] Items discussed of Feb 7 were reviewed.

- Vent stack for aeration system to be routed out through the roof. Air flow rate estimated at 3800 cfm, large diameter pipe to be used, rain cap and bird screen preferred.
- Additional Clearing and Grubbing at the reservoir site to be processed as Change Order.
- Sample line termination in the lab was discussed, gooseneck outlet extending over the sink was the preferred option, including lamacoid markers to indicate source.

7. Monthly Progress Draw

[Feb 21] The next progress draw will consist of 47 percent of concrete poured since December times the total value of that line item. Fittings cast into the walls will be invoiced at 1% of mechanical work.

Nason
ISL

8. Request for Information

[Feb 7] The following items were raised for discussion

- Flow Control valves are not specified
- Flygt pumps have hatches to be embedded in the floor slab concrete

Project No: 12411 C01
Meeting Date: February 21, 2008
Meeting No: 07

[Feb 21] Shop Drawings still outstanding for review include:

- Greensand Filter Backwash pumps
- Raw Water Transfer Pumps
- Raw Water Well Pumps
- Access Hatches to waste water chamber and raw water chamber

RFIs 4, 5 7 and 10 have been processed and sent back to Nason
RFIs 8 and 9 have been forwarded to DCL Siemens for review and clarification
RFIs 11 and 12 are currently being processed

Since the last meeting the wastewater transfer pump specified was checked by ISL and DCL Siemens was asked to review their original design. They have provided an alternate pump specification. A Change Notice will be provided to Nason for costing.
DCL Siemens was also asked to check the design of the weeping tile drain pump.

9. Other Business

[Feb 7] Discussion on the outside building colours

- Dave to consult with Lisa to finalize colours

Nason

[Feb 21] New building colours selected by owner and added to the 3D model of the building. The client has decided on the final colors for the new WTP exterior

The supplier is Cascadia Metals

Roof is QC8326 (Coffee Brown)

Lower outside walls QC8331 (Briarwood Tan)

Upper outside wall QC3696 (Antique Linen)

Fascia, door frames, downspouts (Coffee Brown)

Doors (Antique Linen)

The new siding on the existing treatment plant/pumphouse is to be:

Roof is QC8326 (Coffee Brown)

Outside walls QC8331 (Briarwood Tan)

Fascia, doors and frames, downspouts (Coffee Brown)

The well supply pumphouse is to be

The roof and eaves Metro Brown (228)

The walls Tan (315) and door and trim to be Metro Brown to match the roof and eaves

There was some discussion on the actual value of Xypex as specified in the contract. This item will be deleted from the contract.

Work in the existing WTP was reviewed with the Owner. It was confirmed that the Contract deletions of cabinetry and millwork were still valid. Nason will proceed with the works as detailed in the design drawings.

Project No: 12411 C01
Meeting Date: February 21, 2008
Meeting No: 07

10. **Next Meeting**

[Feb 21] The next meeting is scheduled for **Thursday, March 6, 2008 at 3:00 PM** at the ISL Field Office in Zama.

All

*Mar 20
Zama
9 AM.*

Project No: 12411 C02
 Meeting Date: February 21, 2008
 Meeting Time: 9:00 AM
 Meeting No: 08
 Written By: Robert Perrault

Project: Hamlet of Zama - Water Supply System Upgrading
 Contract #2 - Raw Water Supply Line
 Client: Mackenzie County
 Location: ISL Field Office - Zama
 Purpose: Project Progress Meeting 08
 In Attendance: Dave Crichton - Mackenzie County Arden Lazorko - AGTL
 Mehrdad Panahi - ISL Robert Perrault - ISL
 Distribution: All Present Bill Kostiw - Mackenzie County
 John Klassen - Mackenzie County

The subjects discussed and decisions reached are summarized in the following record. Please notify the author of any errors or omissions. If no comments are received within 7 days this record is considered correct.

Item	Description	Action By
1.	<u>Safety</u> [Feb 21] No new incidents to report.	AGTL
2.	<u>Progress Since Last Meeting</u> [Feb 21] AGTL arrived back on site Tuesday evening and initiated work on Wednesday February 20. The crew has been off site during the cold period since the end of January. <ul style="list-style-type: none"> An air release valve was installed at station 1+675 Currently working on a gate valve at Station 0+850 Distribution line and Raw water line at access to plant site hydrovacced and located 	AGTL
3.	<u>Anticipated Progress in the Next Two Weeks</u> [Feb 21] AGTL expects the following work in the next two weeks. <ul style="list-style-type: none"> Installation of valve crossing station 0+810 Tie-in to existing raw water line at water plant Installation of flange ends for both RWLs at project end Flushing and pressure testing 	AGTL
4.	<u>Coordination</u> [Feb 21] <u>Owner will be short staffed for the next twelve days.</u> Construction of the tie-in to the existing raw water line will require complete	County ISL

Project No: 12411 C02
Meeting Date: February 21, 2008
Meeting No: 08

closure of the roadway for several days, shut down of the raw water supply line for several hours.
AGTL to coordinate necessary barricades to provide with traffic accommodation
Owner to provide list of contacts of major operators, AGTL to provide verbal notification of road closure.
Raw water supply pumps currently pumping up to 22 hours per day. Construction of tie-in will require planning and assistance of the owner.
AGTL

5. Quality Assurance / Materials Testing

[Jan 25] Nothing to report at this time

AGTL

6. Changes in the Work

[Jan 29] Hydrant lead tie-in to distribution mains deleted

ISL

[Feb 21] No changes anticipated at this time

7. Monthly Progress Draw

[Feb 21] AGTL has provide ISL with a progress estimate which will be processed.

AGTL

8. Request for Information

[Jan 25] No information requested at this time.

ISL

9. Other Business

[Feb 21] No other business to discuss.

10. Next Meeting

[Jan 25] The next meeting is scheduled for **9:00 AM on Friday, March 7, 2008** at the ISL Field Office in Zama.

All

Project No: 12411 C03
 Meeting Date: February 21, 2008
 Meeting Time: 1:37 PM
 Meeting No: 09
 Written By: Robert Perrault

Project: Hamlet of Zama - Wastewater Collection and Treatment System Upgrading
 Client: Mackenzie County
 Location: ISL Field Office - Zama
 Purpose: Project Progress Meeting 09
 In Attendance: Dave Crichton - Mackenzie County Will Driedger - Forest Trotter
 Mehrdad Panahi - ISL Robert Perrault - ISL
 Distribution: All Present Bill Kostiw - Mackenzie County
 John Klassen - Mackenzie County

The subjects discussed and decisions reached are summarized in the following record. Please notify the author of any errors or omissions. If no comments are received within 7 days this record is considered correct.

Item	Description	Action By
1.	<u>Safety</u> [Feb 21] No incidents or accidents reported since the last meeting.	
2.	<u>Progress Since Last Meeting</u> [Feb 21] Forest Trotter has completed the following since the last meeting: <ul style="list-style-type: none"> Constructed approximately 450 lineal meters of berm. The entire west berm is complete, 40 meters of the center berm is complete and 300 meters of the north berm is complete. 	
3.	<u>Anticipated Progress in the Next Two Weeks</u> [Feb 21] Forest Trotter anticipates completing the following work in the next two weeks: <ul style="list-style-type: none"> Construct the north berm and the east berm 	Forest T
4.	<u>Coordination</u> [Feb 21] ISL was requested to arrange for geotechnical testing for berm construction.	ISL

Project No: 12411 C03
Meeting Date: February 21, 2008
Meeting No: 09

5. **Quality Assurance / Materials Testing**

[Feb 21] Nothing to report at this time.

6. **Changes in the Work**

[Feb 21] Nothing to report at this time.

7. **Monthly Progress Draw**

[Feb 21] ISL prepared a January progress estimate and submitted to Mackenzie County.
(Please note the changes to Federal GST from 6% to 5%)

ISL

8. **Request for Information**

[Feb 21] No information requested at this time.

9. **Other Business**

[Feb 21] Nothing to report at this time.

10. **Next Meeting**

[Feb 7] The next meeting is scheduled for **Thursday, March 6, 2008 at 1:00 PM** at the ISL Field Office in Zama.

All

Project No: 12411 C03
 Meeting Date: February 7, 2008
 Meeting Time: 1:00 PM
 Meeting No: 08
 Written By: Robert Perrault

Project: Hamlet of Zama - Wastewater Collection and Treatment System Upgrading
 Client: Mackenzie County
 Location: ISL Field Office - Zama
 Purpose: Project Progress Meeting 08
 In Attendance: Dave Crichton - Mackenzie County Will Driedger - Forest Trotter
 Mehrdad and Robert of ISL were not in attendance
 Distribution: All Present Bill Kostiw - Mackenzie County
 John Klassen - Mackenzie County

The subjects discussed and decisions reached are summarized in the following record. Please notify the author of any errors or omissions. If no comments are received within 7 days this record is considered correct.

Item	Description	Action By
1.	<u>Safety</u> [Feb 7] No incidents or accidents reported since the last meeting.	
2.	<u>Progress Since Last Meeting</u> [Feb 7] Forest Trotter has completed the following since the last meeting: <ul style="list-style-type: none"> • Constructed approximately 300 lineal meters of the west berm to a height of 2.5 meters 	
3.	<u>Anticipated Progress in the Next Two Weeks</u> [Feb 7] Forest Trotter anticipates completing the following work in the next two weeks: <ul style="list-style-type: none"> • Construct the intercell berm to a height of 2.5 meters 	Forest T
4.	<u>Coordination</u> [Feb 7] ISL was requested to arrange for geotechnical testing for berm construction.	ISL

Project No: 12411 C03
Meeting Date: February 7, 2008
Meeting No: 08

5. **Quality Assurance / Materials Testing**

[Feb 7] Nothing to report at this time.

6. **Changes in the Work**

[Feb 7] Nothing to report at this time.

7. **Monthly Progress Draw**

[Feb 7] ISL prepared a January progress estimate and submitted to Mackenzie County.
(Please note the changes to Federal GST from 6% to 5%)

ISL

8. **Request for Information**

[Feb 7] No information requested at this time.

9. **Other Business**

[Feb 7] Nothing to report at this time.

10. **Next Meeting**

[Feb 7] The next meeting is scheduled for ~~Thursday, February 21, 2008~~ at 1:00 PM at the ISL Field Office in Zama.

All

*Mar 20
9 AM
Zama City.*



MEMBER BULLETIN

March 7, 2008

Urgent: Telus Communications Lawsuit Regarding Linear Assessment

Member municipalities of the AAMDC were individually served legal documents recently from Witten LLP on behalf of Telus Communications. These same documents have been served on most urban municipalities in the province as well. The lawsuit concerns the Telus 2004 amended linear property assessments, and names the Minister of Alberta Municipal Affairs & Housing as the first defendant and municipalities as additional defendants.

Since receiving this information, the AAMDC has been in close communication with Municipal Affairs & Housing and our solicitors to understand what municipalities should be doing. We are currently assessing the situation, and will distribute a subsequent communication next week outlining how member municipalities should proceed.

Thank you for your patience as the Association evaluates the lawsuit.

Enquiries may be directed to:
Gerald Rhodes, AAMDC
Executive Director
(780) 955.4077

Andre Tremblay, AAMDC
Director of Advocacy, Policy and Communications
(780) 955.4079

Carol Gabriel

From: Sjolie, Barry [BSJOLIE@brownleelaw.com]
Sent: Thursday, March 06, 2008 8:21 PM
To: Carol Gabriel
Subject: Re: Telus Communications

Carol, did you send out an amended assessment and taz notice for the 2004 amended assessment that was prepared by the designated linear assessor on Dec 17, 2005 for Telus? You would likely have sent it out in January, 2005. You would have received notice of this amended assessment for Telus from Municipal Affairs around the end of Dec. 2004. Thanks Carol.

Sent from my BlackBerry Wireless Device

-----Original Message-----

From: Carol Gabriel <cgabriel@mackenziecounty.com>
To: Sjolie, Barry
Sent: Thu Mar 06 16:07:55 2008
Subject: RE: Telus Communications

Hi Barry,

I have attached all the information we received as well as the tax notices sent and the 2005 Tax Rate Bylaw.

Carol Gabriel

Executive Assistant

Mackenzie County

(780) 927-3718

From: Sjolie, Barry [mailto:BSJOLIE@brownleelaw.com]
Sent: Thursday, March 06, 2008 1:13 PM
To: Carol Gabriel
Cc: Bill Kostiw; Campbell, Alexandra; Campbell, Darlene
Subject: RE: Telus Communications

Thanks Carol. I spoke with Bill about this document this morning. There were also 4 other documents that were served on many of the municipalities named in this action: amended Statement of Claim, 2 Masters Order and a covering letter from the law firm Witten LLP. Did you received these documents as well? If so, would you please send them down to me by courier asap. The original Statement of Claim in this action was issued over a year ago. Were you ever served with the original statment of claim issued by Telus in this action. The action is asking for judgement against Mackenzie County for payment of linear property taxes in 2005 in the amount of 14,929.86. Can you please review your tax records and send me a copy of the tax notice sent to Telus for their 2005 linear taxes based upon the amended 2004 linear property tax assessment, when it was sent to Telus(a copy of the covering letter if there is one) and also advise me of whether or not Mackenzie County had a bylaw in place at the time that specified when County tax notices had to be sent out by. Thanks Carol. Bill would like me to write him a short summary of this lawsuit for Council meeting next

Carol Gabriel

From: Amanda Neumann [aneumann@auma.ab.ca]
Sent: Monday, March 10, 2008 3:47 PM
Subject: Telus Update
Attachments: Telus Update.doc

Good day,

During the last week, most municipalities in the Province will have been served with legal documents related to two court actions commenced by Telus Communications Inc. ("Telus"). Recovery is being sought against every municipality in the Province which collected tax revenue from Telus regarding linear assessments during the 2004 tax year.

Thank you,

TELUS Update

During the last week, most municipalities in the Province will have been served with legal documents related to two court actions commenced by Telus Communications Inc. ("Telus"). Recovery is being sought against every municipality in the Province which collected tax revenue from Telus regarding linear assessments during the 2004 tax year.

The purpose of this communiqué is to advise as to the status of these actions, and the steps that do or do not have to be taken in the immediate future.

The Claims

There are two legal actions involved. The first is Court of Queen's Bench Action No. 0501-08937, which was commenced by Originating Notice of Motion. The second is Court of Queen's Bench Action No. 0603-16142, which was commenced by way of Statement of Claim. Although there are procedural differences between the two types of actions, both seek the same type of relief: Recovery from municipalities of tax revenues which were collected by the municipalities, and rulings that a Ministerial Order issued by the Province, is invalid. The Ministerial Order in issue authorized amended assessment notices which form the basis of the tax revenues Telus is seeking to recover.

The total recovery sought by Telus is approximately \$2.5 Million, plus interest and costs. The individual amounts sought from each municipality are attached to the pleadings by way of schedules.

Immediate Concerns

The Statement of Claim which was served on municipalities indicates that Statements of Defence must be filed and served within 15 days of the date of service. However, Reynolds Mirth Richards & Farmer LLP has been in contact with the lawyers acting on behalf of Telus, who have advised that no Statement of Defence will be required by any of the municipal defendants until further notice. No immediate action is therefore required.

However, Telus's lawyers have scheduled a court application (April 14, 2008) in the action commenced by Originating Notice. At that time, the substantive application related to these issues will not be heard. The date has been scheduled for procedural reasons only. However, some form of action will be required prior to that time, and AUMA is currently in discussions with interested parties about what may be required of municipalities prior to that date.

AUMA will therefore be in further contact with members in the near future to keep you up to date regarding these legal proceedings.

In any event, AUMA will be representing the interests of all of its regular members at this point, and so no further action is required by any member until further notice. AUMA has written to counsel for Telus asking that no further action be taken against any municipality which is an AUMA member without prior notice to us.

Another meeting on this matter between interested parties is occurring tomorrow afternoon, and a further update will thereafter be provided.

Joulia Whittleton

From: Dean Krause [dkrause@highlevel.ca]
Sent: Thursday, February 28, 2008 10:58 AM
To: Bill Kostiw; Joulia Whittleton
Cc: Jennifer Sawatzky; Karen Holditch; Carrie Demkiw; cmcateer@highlevel.ca; eforest@highlevel.ca; George Schmidt; jchomiak@highlevel.ca; Ron Pelensky; Trudi Lang
Subject: Negotiation meeting

Bill:

The Town would like some additional time to review the proposed funding formulas and the other County suggestions in the IDP. We are requesting that the next meeting on March 6 be cancelled to allow this review time. I trust this is acceptable to the County and we will resume the meetings again on March 20 in Fort Vermilion.

Thanks Bill, please let me know if this is acceptable. It was good to see the County utilizing our Council Chambers yesterday; I hope it was to your satisfaction.

Have a good day,

Dean Krause, CPT, CLGM
Chief Administrative Officer
Town of High Level

Phone: (780)926-2201
Fax: (780)926-2899
Direct Line (780)821-4001

*Now April ?
3-9th or 10th.*

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Carol Gabriel

From: Dave Crichton
Sent: Tuesday, February 26, 2008 3:57 PM
To: henry.francis@beaverfirstnation.ab.ca
Cc: Bill Kostiw
Subject: Boyear Water Treatment Plant

Good day,

I was talking with Bill Kostiw in regards to your water plant would you like to set up a meeting and see how we could help. I'm currently out of town but will be back March 3rd in the afternoon.

Regards,

David A Crichton
Regional Supervisor Fort Vermilion / Zama
Mackenzie County
(780) 927-3718 Office
(780) 841-1683 Cell
(780) 927-4266 Fax



april 21-23

ALBERTA'S environment conference

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Alberta



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3200 MANULIFE PLACE
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EDMONTON, AB
T5J 3W8

TELEPHONE: (780) 425-9510
FACSIMILE: (780) 429-3044

FACSIMILE COVER SHEET

DATE: February 5, 2008

DELIVER TO: Mr. William Kostiw
MacKenzie County
(780) 927-4266

FILE NO: 99000-003
YOUR FILE NO:

RESPONSIBLE PERSON: SMM
DIRECT TELEPHONE LINE: 780-497-3305

SHOULD YOU HAVE ANY PROBLEM RECEIVING THE TOTAL NUMBER OF PAGES INCLUDING THIS SHEET (1), PLEASE TELEPHONE AT 780-497-3329

MESSAGE:

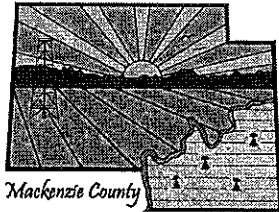
**Reynolds, Mirth, Richards & Farmer LLP
13th Annual Northern Municipal
Law Seminar**

**Friday, March 28th, 2008
Holiday Inn, Grande Prairie
9816-107 Street, 780-402-6886
9:00a.m. - 4:00p.m.
*Agenda to follow**

**Please RSVP to Suzanne MacKay with attendees name and
organization:
1-800-661-7673 or smackay@rmrf.com**

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Mackenzie County

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

February 29, 2008

The Honorable Ed Stelmach
Premier of Alberta
307 Legislature Building
10800-97 Avenue
Edmonton, AB
T5K 2B7

Dear Premier:

Congratulations on your excellent election results and resounding approval of Alberta's electorate.

Mackenzie County is expressing great concern with a decision by our government to allow the importing of waste wood (hog fuel) from British Columbia to the Daishowa-Marubeni International Ltd. (DMI) pulp mill near Peace River, Alberta. Our concerns are that DMI was allowed to cancel local supply agreements with small northern Alberta sawmill operators without notice or compensation thereby putting the mills viability in serious financial jeopardy. To then allow DMI to import hog fuel from British Columbia that may be infested with the mountain pine beetle seems like a slap in the face and pocket book for our small Alberta mills.

We would really appreciate hearing from you directly on this matter. Thank you for your consideration and we hope to hear from you soon. Please contact myself at (780) 821-3578 or our Chief Administrative Officer, William (Bill) Kostiw, at (780) 927-3718 or on his cell at (780) 841-1801.

Yours sincerely,

Greg Newman
Reeve

Attachment

pc: Frank Oberle, MLA – Peace Region



March 6, 2008

Mr. William Kostiw
CAO
MacKenzie County
PO Box 640
Fort Vermilion, AB T0H 1N0

Re: La Crete area transmission reinforcement

Dear Mr. Kostiw;

The Alberta Electric System Operator (AESO) is responsible for the safe, reliable and economic planning and operation of the Alberta Interconnected Electric System (AIES). As such, we have verified a need to reinforce the transmission system in the La Crete area. Residential, commercial and industrial development is expected to raise demand for electricity at a rate of three percent annually over the next decade.

At this time, no final decisions have been made; I have enclosed background information about the project.

If you have any questions, suggestions, or concerns, please contact:

Brandy Eagleson
AESO
403.539.2773
brandy.eagleson@aes0.ca

Sincerely,

Bill Strongman
Director, Regional System Planning
Enclosure



Transmission reinforcement in the La Crete area

For more information please contact the AESO at 1.888.866.2959,
www.aeso.ca or stakeholder.relations@aeso.ca

Who is the AESO?

Alberta's interconnected electric system is planned and operated by the Alberta Electric System Operator (AESO). We plan the high-voltage lines, towers, and equipment that transmit electricity from generators to low-voltage systems that distribute it to cities, towns, rural areas, and large industrial customers. Our job is to maintain the safe, reliable and economic operation of the provincial transmission grid.

Why is Transmission system reinforcement needed for the La Crete area?

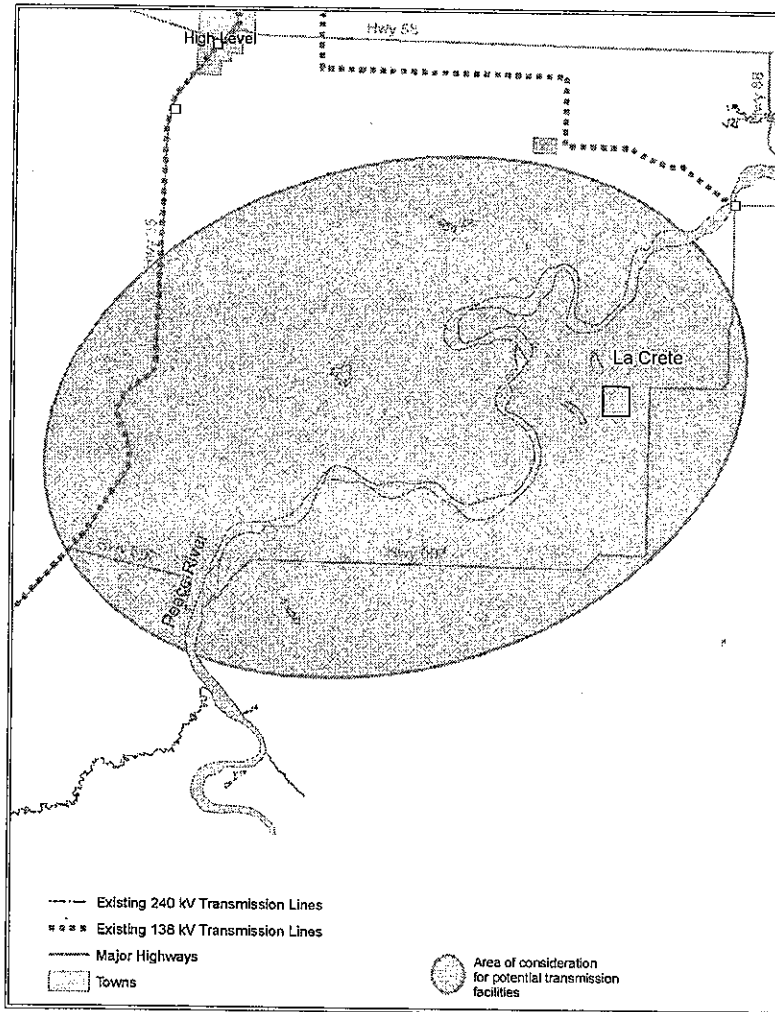
The La Crete area is presently served by lengthy distribution lines. Extending the transmission system into the area will provide primary service; the distribution system will be the alternate source should transmission service interruptions occur. Transmission service will provide increased capacity to serve forecasted electrical load growth. Residential, commercial and industrial growth in the La Crete area is expected to increase electricity consumption three percent annually over the next ten years. It will also improve the reliability of the electric system serving the area by reducing the length of distribution lines.

What kind of electric transmission reinforcement is needed?

The AESO will recommend a preferred alternative based on stakeholder feedback, technical and cost analysis.

At present, the recommended option to be proposed is for a new 144/25kV substation to be located within MacKenzie County. Approximately 66 km of new 144 kV transmission line will be required to connect the potential new substation with the existing transmission system.

The shaded area in the map illustrates the study area under consideration for these potential new facilities.

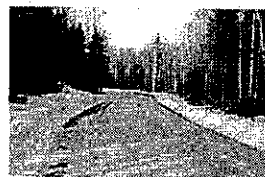
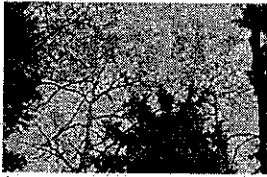
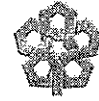


What are the next steps?

The AESO intends to submit an Abbreviated Needs Identification Document (ANID) in May 2008 with the Alberta Utilities Commission (AUC) for approval. This document will include technical information about the potential transmission reinforcement in the La Crete area.

Concurrently, the Transmission Facility Owner, ATCO Electric, will develop a detailed Facilities Application. This application will include recommendations for specific siting and routing and will be developed with further public consultation and submitted to the AUC for approval.

The new development is forecast to be in-service in March 2010.



The Forest Futures Project

invites you to a workshop to discuss
**Alternative Futures for Canada's
Forests and Forest Sector**

Sawridge Inn, Peace River, AB
March 11, 2008; 9:00 a.m. - 4:00 p.m.

The Forest Futures Project is based on creation and analysis of alternative scenarios for Canada's forests and the forest sector to 2050. The scenarios are intended to help people think more clearly about the kinds of policies needed in the near term to secure a more sustainable long-term future for the forests and forest sector. At the workshop, participants will first discuss key drivers of change, and then the four scenarios and their local/regional implications. There is no cost to attend the workshop, but you **must register** (see below). Background materials are available on the [SFM Network website](#). We encourage participants to read these materials prior to the workshop.

Please [click here to register online](#)

For more information on the project or workshops taking place across Canada, please visit our website at http://www.sfmnetwork.ca/html/forest_futures_e.html or contact us at forest.futures@sfmnetwork.ca

Carol Gabriel

From: Marcus Ruehl [Marcus.Ruehl@gov.ab.ca]
Sent: Monday, March 10, 2008 1:15 PM
To: Bill Kostiw
Subject: FW: Invitation to Register: SFM Network Forest Futures Regional Workshop
Attachments: FF_FlyerPeaceRiver.pdf

From: Bond, Tara [mailto:Tara.Bond@ualberta.ca]
Sent: Wednesday, February 06, 2008 3:15 PM
To: Lucille Partington; Hugh Seaton; Tim Barker; Pat Wearmouth; Elston Dzus; Barry White; Jan Volney; Keith McClain; Ed Anderson; Dave Beck; Ken Staples ; Wendy Crosina; brad.engel@canfor.com; Jim Webb
Cc: Eric Butterworth; Samantha Song
Subject: Invitation to Register: SFM Network Forest Futures Regional Workshop

Dear SFM Network Partners (Alberta North),

The Forest Futures Project is beginning to conduct its regional workshops. The regional workshops are an opportunity for local perspectives to be incorporated into the project outcomes. The first Alberta workshop will be held in Peace River. We invite you and others in your organization to participate. Please note that this is an open invitation to people in the region who are interested in thinking about the future of the forested landscape.

Please forward this invitation to anyone you feel may be interested in participating.

There is no cost to attend the workshop although space is limited. Please see the link below to register.

Sincerely,

Tara Bond
Research Networking and Events Manager
Sustainable Forest Management Network
Réseau de Gestion Durable des Forêts
3-03 Civil Electrical Engineering Building
University of Alberta, Edmonton, AB T6G 2G7
780-492-7942 phone 780-492-8160 fax

**The Forest Futures Project of the
Sustainable Forest Management Network**

invite you to a workshop to discuss

Alternative Futures for Canada's Forests and Forest Sector

Sawridge Inn, Peace River, AB
March 11, 2008; 9:00 a.m. - 4:00 p.m.

Please [click here to register online](#)

The Forest Futures Project is based on creation and analysis of alternative scenarios for Canada's forests and the forest sector to 2050. The scenarios are intended to help people think more clearly about the kinds of policies needed in the

near term to secure a more sustainable long-term future for the forests and forest sector. At the workshop, participants will first discuss key drivers of change, and then the four scenarios and their local/regional implications. There is no cost to attend the workshop, but you **must register** (see below). Background materials are available on the SFM Network website. We encourage participants to read these materials prior to the workshop.

For more information on the project or workshops taking place across Canada, please visit our website at http://www.sfmnetwork.ca/html/forest_futures_e.html or contact us at forest.futures@sfmnetwork.ca

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Carol Gabriel

From: Veso Sobot [vessob@ipexinc.com]
Sent: Thursday, March 06, 2008 8:06 AM
To: Bill Kostiw
Subject: Spending Smarter on Infrastructure - March 2008



Spending Smarter on Infrastructure

March 2008

Federal Government and Province of Ontario clash over Infrastructure Funding

The Federal Government has been signing infrastructure funding agreements across the country, with one major exception... Ontario.

BC and Nova Scotia signed up last month. Nunavut just stepped up and signed on to \$242 million in funding. Alberta has just wrapped up a Provincial election, and we understand negotiations are still underway across the prairies.



(photo courtesy Elmira Independent)
Conservative Members of Parliament crisscrossed the Province of Ontario, announcing \$64 million in new watermain and sewer projects.

The Federal Government says they have grown tired of waiting for Ontario to sign on, and have announced \$64 million in long-awaited water and sewer initiatives. The money would normally be a joint announcement of Federal/Provincial money under a joint rural municipality program,

Permanent Infrastructure Funding: Federal Budget

The Conservative Government delivered a long-sought after gift for municipalities in their recently released Federal Budget: permanent infrastructure funding. The Gas Tax transfer will be permanent. [More.](#)

American Infrastructure in Rough Shape Too...

Almost half of the states in the United States are falling behind in their infrastructure maintenance and fiscal systems, according to a report released Monday by the Pew Center on the States and Governing Magazine. [More.](#)

Watermain Break Clock hits another milestone

Since we last featured the Watermain Break Clock, we've hit another unfortunate milestone - the two millionth watermain break in North America since Y2K. [More.](#)

Newer Technologies Provide Infrastructure Answers

Broken, unsafe, or filled with lead ... you wouldn't want to drink from those pipes, why should your residents? [Click here to discover the solution.](#)

Questions or concerns about municipal infrastructure?

Let's talk. I can be reached at:

NB

Subject: Fw: Drinking

Not good news for my local library...

Have a very HAPPY YEAR



I just read an article on the dangers of heavy drinking
Scared the shit out of me.
So that's it!
After today, no more reading.

thoughts on **WORK**

Even the woodpecker owes his success to the fact that he uses his head and keeps pecking away until he finishes the job he starts.

COLEMAN COX
Writer

Most of the things worth doing in the world were said to be impossible before they were done.

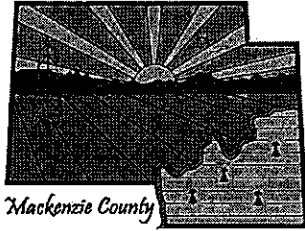
LOUIS BRANDEIS (1856-1941)
Jurist

Unfortunately, many people do not consider fun an important item on their daily agenda. For me, that was always a high priority in whatever I was doing.

CHUCK YEAGER
Aviator

Knowledge is the only instrument of production that is not subject to diminishing returns.

JOHN MAURICE CLARK (1884-1963)
Economist



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	March 11, 2008
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Assessment Review Board Training Sessions

BACKGROUND / PROPOSAL:

See attached letter from Municipal Affairs & Housing regarding the Assessment Review Board training sessions being offered.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

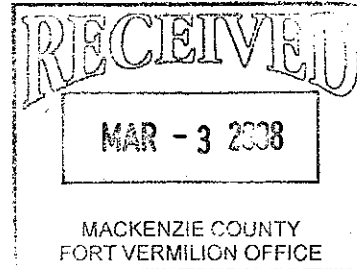
That the Assessment Review Board members be authorized to attend one of the Assessment Review Board training sessions being held at various locations throughout the province.

Author: C. Gabriel

Review By: _____

CAO 

February 21, 2008



Mr. William (Bill) Kostiw
Chief Administrative Officer
Mackenzie County
PO Box 640
Fort Vermilion, Alberta
T0H 1N0

Dear Mr. Kostiw:

The Assessment Services Branch of Alberta Municipal Affairs and Housing is once again hosting Assessment Review Board (ARB) training sessions at various locations throughout the province. These sessions are free of charge and intended for first-time ARB members and clerks.

The following is a list of the dates and locations:

- | | |
|-----------------------|---|
| March 12, 2008 | Red Deer Lodge Hotel and Conference Centre
Pine Lake Room
4311 - 49 Avenue, Red Deer, Alberta T4N 5Y7 |
| April 2, 2008 | Foothills Centennial Centre, Mesken East
4, 204 Community Way, Okotoks, Alberta T1S 2N3 |
| April 9, 2008 | University of Lethbridge, Student Union Building
Ballroom A
4401 University Drive, Lethbridge, Alberta T1K 3M4 |
| May 7, 2008 | St. Albert Inn, Grandin Room
156 St. Albert Road, St. Albert, Alberta T8N 0P5 |
| May 14, 2008 | Grande Prairie Inn, Banquet C
11633 Clairmont Road, Grande Prairie, Alberta T8V 3Y4 |

.../2

February 21, 2008

Mr. Kostiw
Fort Vermilion, Alberta

Page 2

May 21, 2008	Lakeland College, Mead Building MB 130 – Lecture Theatre 5757 – 47 Avenue, Vermilion, Alberta T9X 1K5
May 28, 2008	Drumheller Inn, Drumheller Banquet Room 100 South Railway Avenue, Drumheller, Alberta T0J 0Y0
September 12, 2008	Ramada Inn and Water Park Edmonton South Coral A, 5359 Calgary Trail, Edmonton, Alberta T6H 4J9

The sessions will take place from 9:00 a.m. to 3:00 p.m., and lunch will be provided. Copies of the Assessment Review Board Training Manual will be supplied for those in attendance. It is also available on the website at www.municipalaffairs.gov.ab.ca/documents/as/Manual.pdf.

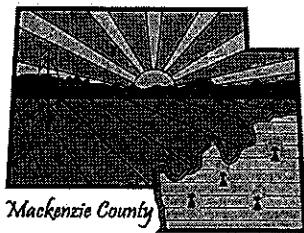
Registration can now be completed online at www.municipalaffairs.gov.ab.ca/mc_workshops_and_consultations.cfm. **Faxed, mailed or e-mailed registrations will not be accepted.** If you require assistance with the registration process, please contact Ms. Citas Olympia-Moore at 780-422-1377, or toll free in Alberta by first calling 310-0000. The registration will close five (5) working days prior to the training date. The maximum number of participants is 40 per session, so please have your members and clerks register early.

For more information about the ARB training sessions, please contact Mr. Larry Laverty at 780-422-1377, or toll free in Alberta by first calling 310-0000.

Sincerely,



Lynda Downey
Director
Education Tax and Assessment Advisory Unit



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	March 11, 2008
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Bargaining Committee (Union Negotiations)

BACKGROUND / PROPOSAL:

Council is required to select their bargaining committee in accordance with the Labour Relations Code. The current Collective Agreement with the AUPE Local 118/008 expires on December 31, 2008.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

MOTION 1

That the County's Bargaining Committee be comprised of the following individuals and are authorized to bargain collectively and conclude a collective agreement with the AUPE Local 118/008, subject to ratification by the County Council.

- _____
- _____
- _____
- _____

Author: C. Gabriel Review By: _____ CAO

MOTION 2

That the following individual be authorized to sign on behalf of the Bargaining Committee:

MOTION 3

That the Reeve and Chief Administrative Officer be authorized to sign the Collective Agreement following ratification.

Continuation of collective agreement not a bar to certain applications

56 When notice to commence collective bargaining has been served by either party to a collective agreement and by operation of law or by agreement of the parties the agreement continues beyond the date fixed for the termination of the agreement, the continuation is not a bar to an application for

- (a) certification as a bargaining agent,
- (b) revocation of the certification of a bargaining agent,
- (c) a declaration that a bargaining agent is no longer entitled to bargain collectively, or
- (d) cancellation of a registration certificate.

1988 cL-1.2 s54

Overriding provision concerning application

57 Notwithstanding anything in this Act, if an application for

- (a) certification as a bargaining agent,
- (b) revocation of the certification of a bargaining agent,
- (c) a declaration that a bargaining agent is no longer entitled to bargain collectively,
- (d) registration of an employers' organization, or
- (e) cancellation of the registration certificate of an employers' organization,

has been refused by the Board or withdrawn by the applicant, the applicant shall not, without the consent of the Board, make the same or substantially the same application until after the expiration of 90 days from the date of the refusal or withdrawal.

1988 cL-1.2 s55

Representation vote

58(1) A representation vote shall be decided on the basis of a majority of the ballots cast by employees in the bargaining unit.

(2) For the purposes of conducting any representation vote, the Board may deem a person to be an employee or not to be an employee on a given date where in the Board's opinion it is appropriate to do so.

1988 cL-1.2 s56

Division 10 Collective Bargaining

Notice to commence collective bargaining

59(1) When a certified bargaining agent, an employer or an employers' organization wishes to commence collective bargaining,

- (a) the certified bargaining agent may serve on the employer or employers' organization, or
- (b) the employer or employers' organization may serve on the certified bargaining agent,

a notice to commence collective bargaining.

(2) Subject to section 43(1), when a collective agreement is in effect, either party to the collective agreement may, not less than 60 days and not more than 120 days preceding the expiry of the term of the collective agreement or within any longer period that may be provided for in the collective agreement, by notice in writing, require the other party to the collective agreement to commence collective bargaining.

Commencement of bargaining

60(1) When a notice to commence collective bargaining has been served under this Division, the bargaining agent and the employer or employers' organization, not more than 30 days after notice is served, shall

- (a) meet and commence, or cause authorized representatives to meet and commence, to bargain collectively in good faith, and
- (b) make every reasonable effort to enter into a collective agreement.

(2) The bargaining agent and the employer or employers' organization shall exchange bargaining proposals within 15 days after the first time they meet for the purpose of collective bargaining or within any longer time agreed on by the parties.

(3) No employer, employers' organization or bargaining agent and no authorized representative acting on behalf of any of them, after having served or having been served with a notice to commence collective bargaining pursuant to this Division, shall refuse or fail to comply with subsections (1) and (2).

1988 cL-1.2 s58

Representatives for collective bargaining

61(1) A notice to commence collective bargaining must contain or be accompanied with a statement showing the name and address of the person or persons resident in Alberta who are authorized to do all of the following on behalf of the employer, employers' organization or bargaining agent:

- (a) bargain collectively;
- (b) conclude a collective agreement;
- (c) sign a collective agreement.

(2) When an employer, employers' organization or bargaining agent is served with a notice to commence collective bargaining, it shall forthwith serve on the other party to the collective bargaining a statement showing the name and address of the person or persons resident in Alberta who are authorized to do the things referred to in subsection (1) on behalf of the employer, employers' organization or bargaining agent.

(3) In addition to the statements referred to in subsections (1) and (2), the parties to the collective bargaining shall exchange the names and addresses of the persons who comprise the bargaining committees appointed to bargain on behalf of the parties.

(4) The bargaining committee appointed to bargain on behalf of a party must include at least one representative from the employers or trade union locals, as the case may be, on whose behalf the negotiations are being conducted.

(5) Any changes with respect to the persons referred to in subsections (1) to (3) shall forthwith be given to the other party to the collective bargaining.

(6) On the written request of the other party to the collective bargaining, the employer, employers' organization or bargaining agent shall advise the other party whether the authority to bargain of the person or group of persons referred to in subsections (1) to (3) is subject to ratification and, if so, by whom.

(7) If a party to the collective bargaining has advised the other party of a ratification procedure pursuant to subsection (6), the procedure shall not be changed unless the other party is notified in writing of the change.

(8) All notifications required by this section shall, on request, be provided to the Director or a mediator.

1988 cL-1.2 s59

Authorization of employers' organization

62(1) When an employers' organization serves notice to commence collective bargaining, the notice must contain or be accompanied with

- (a) a current list of the names and addresses of the employers on whose behalf the employers' organization is authorized to bargain collectively, and
- (b) a copy of each authorization given by the employers.

(2) When an employers' organization is served with a notice to commence collective bargaining, it shall, within 10 days after the day on which it receives the notice, serve on the bargaining agent the lists and authorizations referred to in subsection (1).

(3) An employers' organization shall file a copy of the lists and authorizations served under subsection (1) or (2) with the Director forthwith after it serves or is served with a notice to commence collective bargaining.

(4) On service of the lists and authorizations in accordance with subsection (1) or (2), as the case may be, the employers' organization is deemed to be bargaining collectively for all the employers who are named in the list and who gave their authorization.

(5) An employer may be added to the list of employers on whose behalf the employers' organization is deemed to be bargaining collectively if

- (a) the bargaining agent and the employers' organization agree to add the employer to the list, and
- (b) an authorization of the employer is served forthwith on the bargaining agent and on the Director.

(6) An authorization under this section may be given by a director or other official of the employer and, on being given, that authorization is deemed to be the authorization of the employer.

(7) When an employer has authorized an employers' organization to bargain collectively on the employer's behalf, the authorization may not be revoked until

- (a) a collective agreement has been entered into between the employers' organization and the bargaining agent, or
- (b) a lawful strike or lawful lockout commences in accordance with this Act,

whichever first occurs.

1988 cL-1.2 s60

Service during collective bargaining

63(1) Subject to this Act and any rules made by the Board under section 12(2)(g), anything that is required or permitted to be served under this Division or Divisions 11 to 13 is deemed to be properly served if it is served,

- (a) in the case of service on an individual,
 - (i) personally or by leaving it for the individual at the individual's last or most usual place of abode with some person who appears to be at least 18 years old, or
 - (ii) by sending it to the individual by registered or certified mail at the individual's last known postal address;
- (b) in the case of service on a corporation,
 - (i) personally on a director, manager or officer of the corporation or by leaving it for the director, manager or officer at the director's, manager's or officer's address with some person who appears to be at least 18 years old, or

- (ii) by leaving it at or by sending it by registered or certified mail to the registered office of a corporation or to the office of the attorney of an extra-provincial corporation;
 - (c) in the case of service on a trade union or employers' organization,
 - (i) personally on the president, secretary or an officer of the trade union or employers' organization or by leaving it at the president's, secretary's or officer's address with some person who appears to be at least 18 years old, or
 - (ii) by sending it by registered or certified mail to the address of the president, secretary or an officer of the trade union or employers' organization;
 - (d) in the case of service on an employer, employers' organization or trade union that is represented by a bargaining committee,
 - (i) personally on the chair or any member of the bargaining committee or by leaving it at the chair's or member's address with a person who appears to be at least 18 years old, or
 - (ii) by sending it by registered or certified mail to the address of the chair or any member of the bargaining committee.
- (2) Service on the chair or a member of the bargaining committee of an employer or employers' organization is also good service on the employers represented by that bargaining committee.
- (3) Service on the chair or a member of the bargaining committee of a trade union is also good service on the trade union and on the employees represented by that trade union.
- (4) If it is necessary to prove service of anything under this section,
- (a) if service is effected personally, the date on which it is served is the date of service,
 - (b) if service is effected by registered mail or certified mail, service of it is deemed to have occurred 7 days after the date of mailing, and
 - (c) if service is effected by leaving it with a person, service of it is deemed to have been made on the date it was so left.

1988 cL-1.2 s61

Division 11 Mediation and Enhanced Mediation

Informal mediation

64 Any time after a notice to commence collective bargaining is served, either or both parties to the collective bargaining may request the Director to provide the services of a mediator to informally assist in the negotiation process.

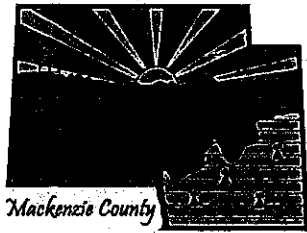
1988 cL-1.2 s62

Appointment of mediator

65(1) Any time after a notice to commence collective bargaining is served under section 59, whether or not a mediator has been made available under section 64,

- (a) either or both parties to a dispute may request the Director to appoint a mediator, or
- (b) the Minister may require the Director to appoint a mediator,

to assist the parties in resolving the dispute.



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	March 11, 2008
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	Assessment Services

BACKGROUND / PROPOSAL:

Under MGA, s. 308, each municipality must annually prepare and send assessment notices for all property, other than linear property.

Under MGA, s. 284, and s. 210 an assessor must be appointed by bylaw as a designated officer to carry out the duties and responsibilities of an assessor under the Act.

The County appointed Randy Affolder, President of Alliance Assessment Consulting, as the County's assessor.

The County entered into a four-year contract with Alliance Assessment Consulting for the provision of assessment services for the County. This agreement will expire on December 31, 2008 and covers preparation of the 2008 assessment for the 2009 taxation year.

OPTIONS & BENEFITS:

The current agreement states that the term may be extended if the parties sign a written agreement at least one month before the end of the term.

If the County chooses a different assessment firm, a lengthy transitional period may be required. A new firm would have to obtain records and information from the current assessor and have sufficient time for review in order to start preparing the County's new assessment in 2009 for the 2010 assessment year.

The County could pursue two options: extend the existing agreement or issue a request for proposals (RFP).

Author: _____ Review Date: _____ CAO _____

The last time request for proposals were issued, three municipalities (the Towns and the County) prepared and submitted a joint RFP. Administration contacted both Towns and verbally both Towns agreed to proceed with a joint proposal.

Please note that the current assessor provides quality services in a timely manner.

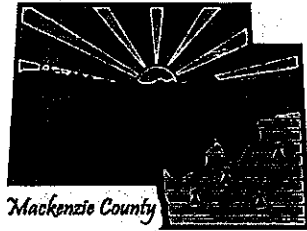
COSTS & SOURCE OF FUNDING:

Annual operating budget

RECOMMENDED ACTION:

That a request for proposals be prepared and advertised for the assessment services provision for a five-year contract, if possible in conjunction with the Towns of High Level and Rainbow Lake.

Author: _____ Review Date: _____ CAO _____



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	March 11, 2008
Presented By:	Joulia Whittleton , Director of Corporate Services
Title:	Auditing Services

BACKGROUND / PROPOSAL:

The County Council must appoint auditors under section 280 of the Municipal Government Act. The auditors report to Council with respect to the annual financial statements and financial return of the County.

Based on policy FIN003, Council must appoint an auditor for a three-year term by June 1 of the year following each general election. Administration must, at the request of Council, solicit proposals for the provision of audit services prior to the selection.

In 2006, the County requested proposals for the auditing services. The following motion was made:

MOTION 06-858

MOVED by Councillor Wardley

That the Municipal District of Mackenzie enter into a two year contract with Ernst & Young to provide the general audit services for the fiscal years 2006 and 2007.

CARRIED

OPTIONS & BENEFITS:

Administration prepared a draft Request for Proposal for the auditing services (attached).

COSTS & SOURCE OF FUNDING:

Annual operating budget

Author: _____ **Review Date:** _____ **CAO** _____

RECOMMENDED ACTION:

That Administration solicits proposals for the provision of audit services for a three-year period with a deadline of April 15, 2008 and, in conjunction with the Finance Committee, bring a recommendation to Council for approval.

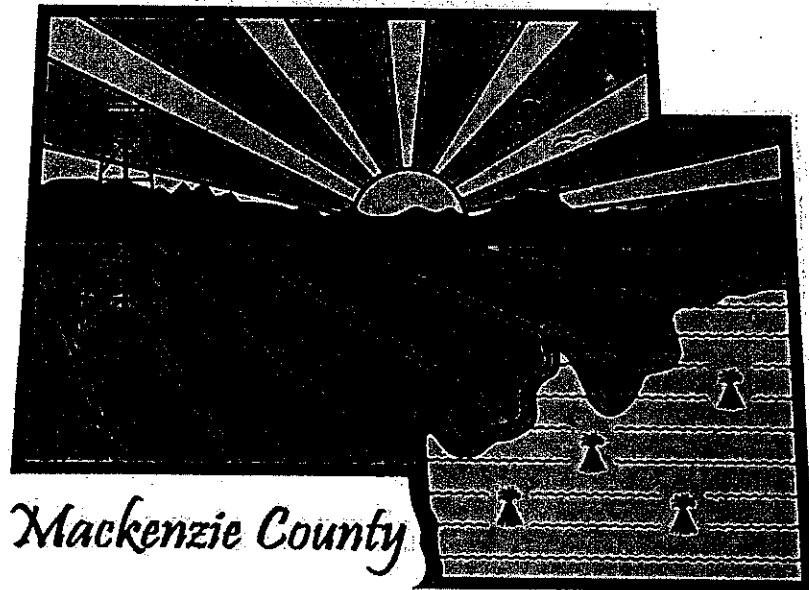
Author: _____ Review Date: _____ CAO 

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

Mackenzie County

Request for Proposals

Auditing Services



Request for Proposals

Auditing Services

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I. Scope

This document provides an explanation of the process, the expected content of the project proposal, and the criteria that will be used to evaluate each proposal.

II. Explanation of Process

A Request for Proposals (RFP) is being made for the provision of external auditing services.

Deadline

In order to be considered, proposals must be received no later than 4:30 p.m., on April 15, 2008. Proposals may be mailed to the following address:

Mackenzie County
4511-46th Ave
P.O. Box 640
Fort Vermilion, Alberta
T0H 1N0

Changes may be faxed, up to the closing deadline, to (780) 927-4266.

Conditions

The Mackenzie County auditor policy states that Council will appoint an auditor for a three-year term following each general election.

Selection of Proposal

The selection of the successful firm will be based on experience and the capability to provide auditing services to the Mackenzie County.

Contacts

For more information on this request for proposal please contact:

Joulia Whittleton

Director of Corporate Services

Mackenzie County

Tel: (780) 927-3718; email: jwhittleton@mackenziecounty.com

III. Content of Proposal

As a guideline the proposal should include:

Corporate Profile

Provide information on the auditing firm, including background history, a bio of relevant key personnel, and relevant municipal experience.

Auditing Description

Give an overview of the proposal and attach an audit plan that would be used for the Mackenzie County. The annual audit plan should include an interim audit on site in October and a final audit on site in March. Include a timeline your firm believes is necessary to have signed audited financial statements submitted to Municipal Affairs.

Cost of services

Provide an estimated cost for the provision of audit services, outlining in detail, what services are included in the fee.

References

IV. Criteria Used for Evaluation

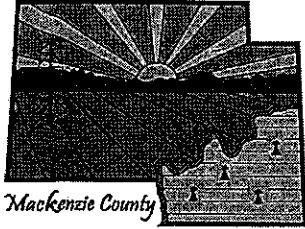
In addition to the evaluation of the information provided in the proposal respecting the matters listed in this RFP, the main factors which will influence the decision regarding a possible successful proponent are as follows:

1. Fee (including estimated expenses);
2. Resources available in the firm – which will include the requirement of having a designated accountant as the lead auditor;
3. Municipal auditing experience.

Although the Mackenzie County intends to review the auditing firms on the above criteria, the Municipality reserves the right to weight the criteria as it sees fit and reserves the right to reject any or all of the proposals.

V. Financial Reporting Information

Mackenzie County uses Great Plain Dynamics/Diamond Municipal Solutions software package. FRx reporting tool is used in financial reporting. The 2006 Financial Statements are attached for your information.



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	March 11, 2008
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Tri-Council Meeting (Mackenzie Housing Management Board Requisition)

BACKGROUND / PROPOSAL:

See attached letter from the Town of High Level. They are requesting a joint meeting on Thursday, March 27, 2008 in High Level to discuss the MHMB capital reserve requisition request.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

For discussion.

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

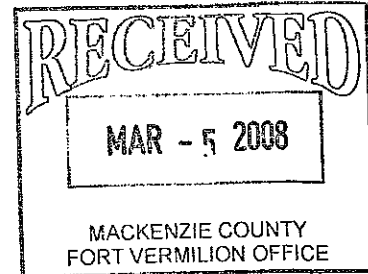


TOWN OF
HIGH LEVEL

Town of High Level
10511 - 103rd Street
High Level, AB T0H 1Z0
Canada

Telephone: (780) 926-2201
Facsimile: (780) 926-2899
town@highlevel.ca
www.highlevel.ca

Thursday, February 28, 2008



Mackenzie County
4511 - 46 Avenue
Fort Vermilion, AB
T0H 1N0

Dear Reeve Newman ,

In a letter dated February 6, 2008 from the Mackenzie Housing Management Board, it was requested that the Town of High Level, the Town of Rainbow Lake and Mackenzie County approve an annual requisition of \$500,000.00 for capital reserve toward future Lodge projects.

At the regular meeting of the Town of High Level Council on February 25, 2008, Council passed resolution #569-08 to hold a meeting with Mackenzie County and Rainbow Lake to discuss this request.

Council would like to propose a meeting date of March 27th, 2008 at 7:00 pm at the Town of High Level Building in Room 150.

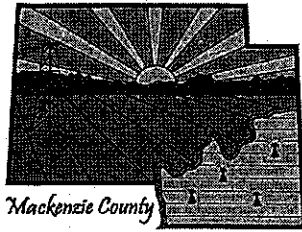
Please contact the Town of High Level Administration at (780) 926-2201 to confirm your attendance.

Yours truly,

George Schmidt
Mayor
Town of High Level

cc: Town of Rainbow Lake

Gateway To The South



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	March 11, 2008
Presented By:	William Kostiw, Chief Administrative Officer
Title:	ADDITION La Crete Building Committee

BACKGROUND / PROPOSAL:

The proposed new La Crete administration building site plan and floor plan are attached for review and discussion.

OPTIONS & BENEFITS:

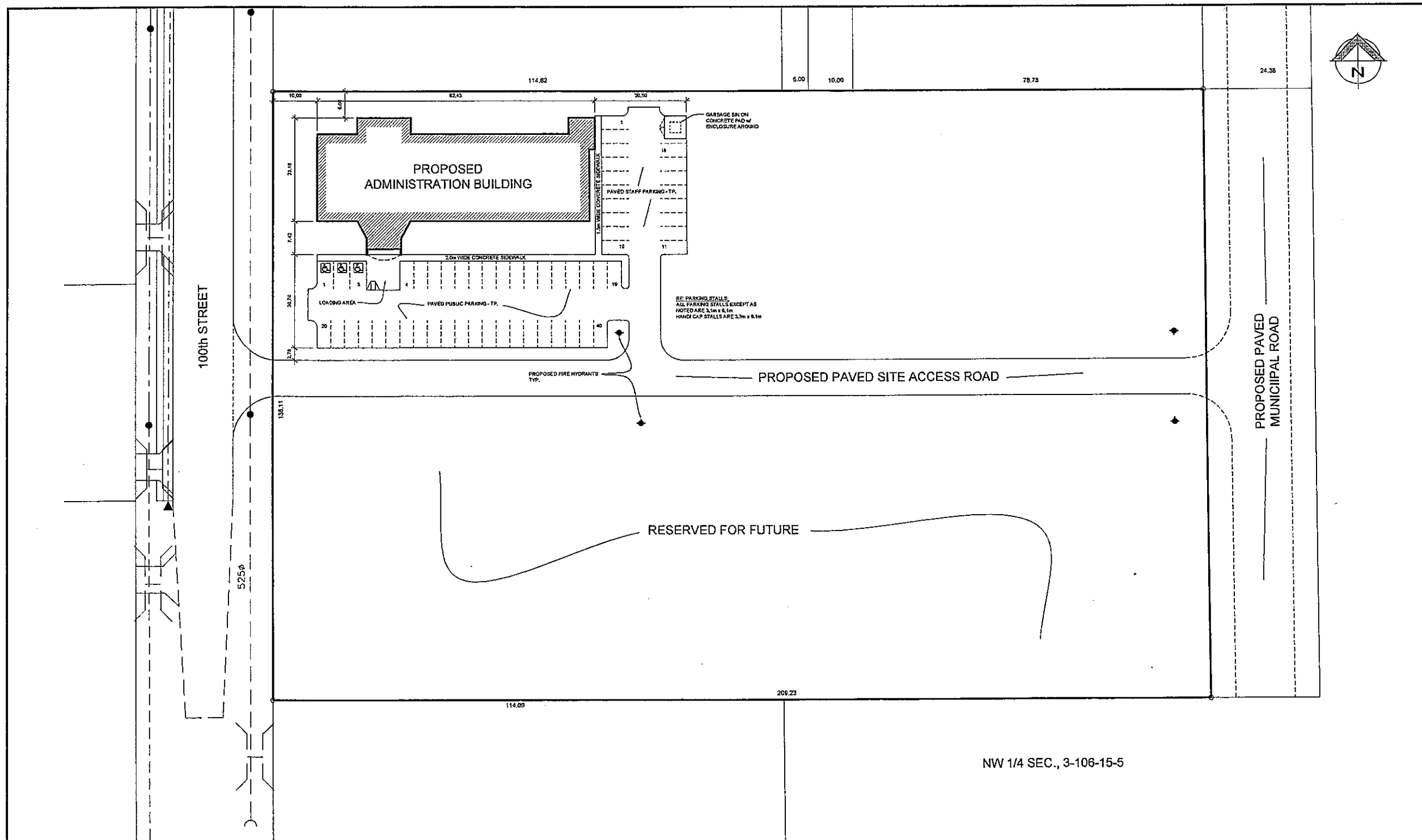
COSTS & SOURCE OF FUNDING:

Estimated cost - \$2,900,000.00 all inclusive from reserves in 2009 budget.

RECOMMENDED ACTION:

That the new La Crete Administration Building conceptual design and site location be accepted as presented/amended and that administration be instructed to bring back a final draft with costs for Council review.





Revision	BY	APPD.	DATE
1	ISSUED FOR CLIENT REVIEW	GSD	MAR. 2008

FOCUS

FOCUS Corporation
23, 8008 - 18 Street
Peace River, AB, Canada T8S 1G9
Tel: 780.241.5111
Fax: 780.241-3712
www.focus.ca

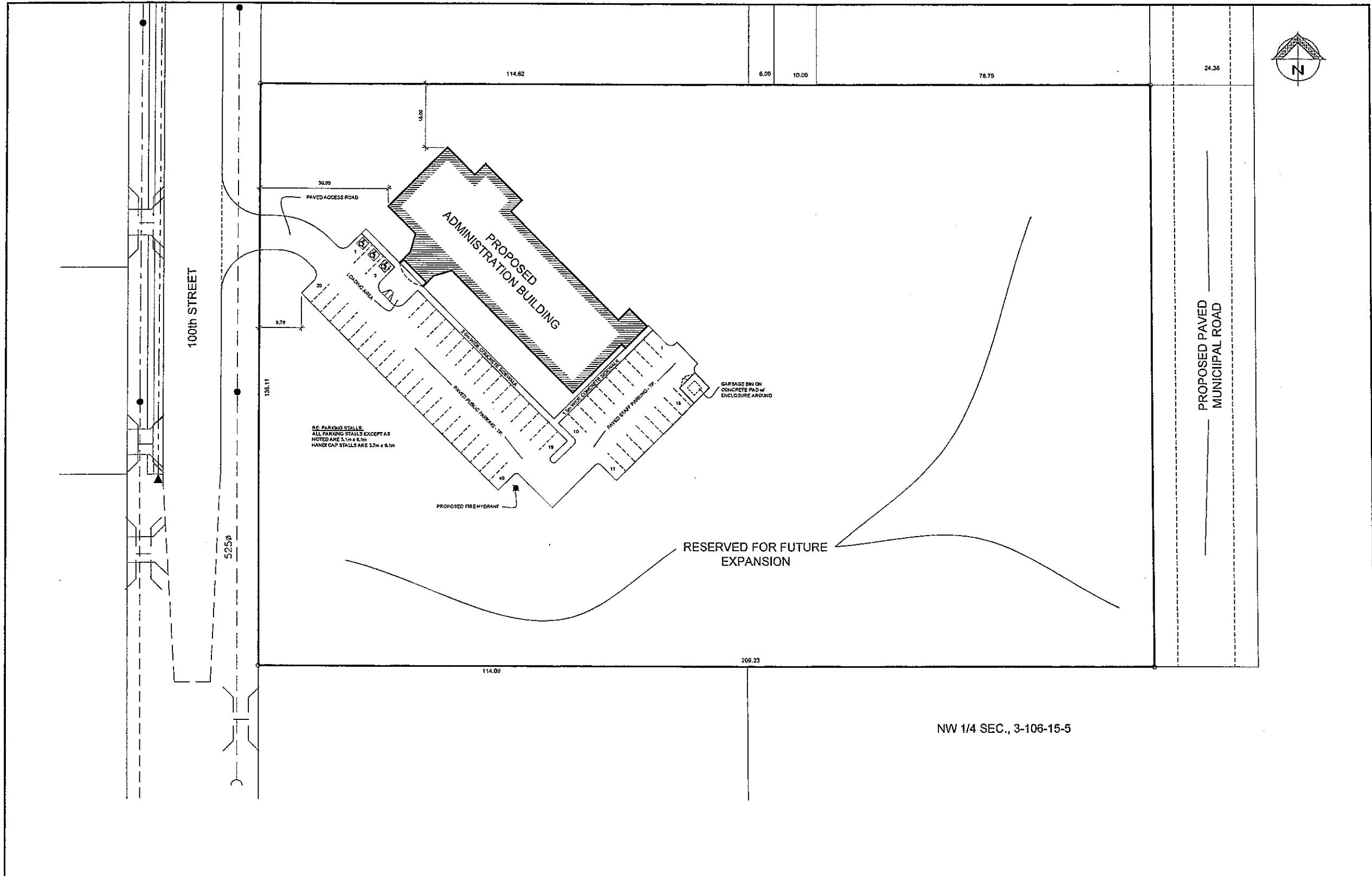
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Client
MACKENZIE COUNTY
4511 - 45 Avenue, P.O. BOX 640
Fort Vermilion, Alberta
T0H 1N0
Tel: 780, 927-3718 Fax: 780, 927-4266

Project
**PROPOSED NEW LACRETE SUB-OFFICE
ADMINISTRATION BUILDING**

Site Plan

Designed	Scale	Date
Drawn	1:400	MARCH 2008
Checked	Project No.	124082
Approved	Sheet No.	A1
	Rev.	1



NW 1/4 SEC., 3-106-15-5

Revision	BY	APPD.	DATE
1	GDD	-	MAR, 2008
2	GDD	-	MAR, 2008

FOCUS
 FOCUS Corporation
 P.O. BOX 96 2nd Ave
 Peace River, AB, Canada T8B 1G8
 Tel: 780.824.5531
 Fax: 780.824.2732
 www.focus.ca

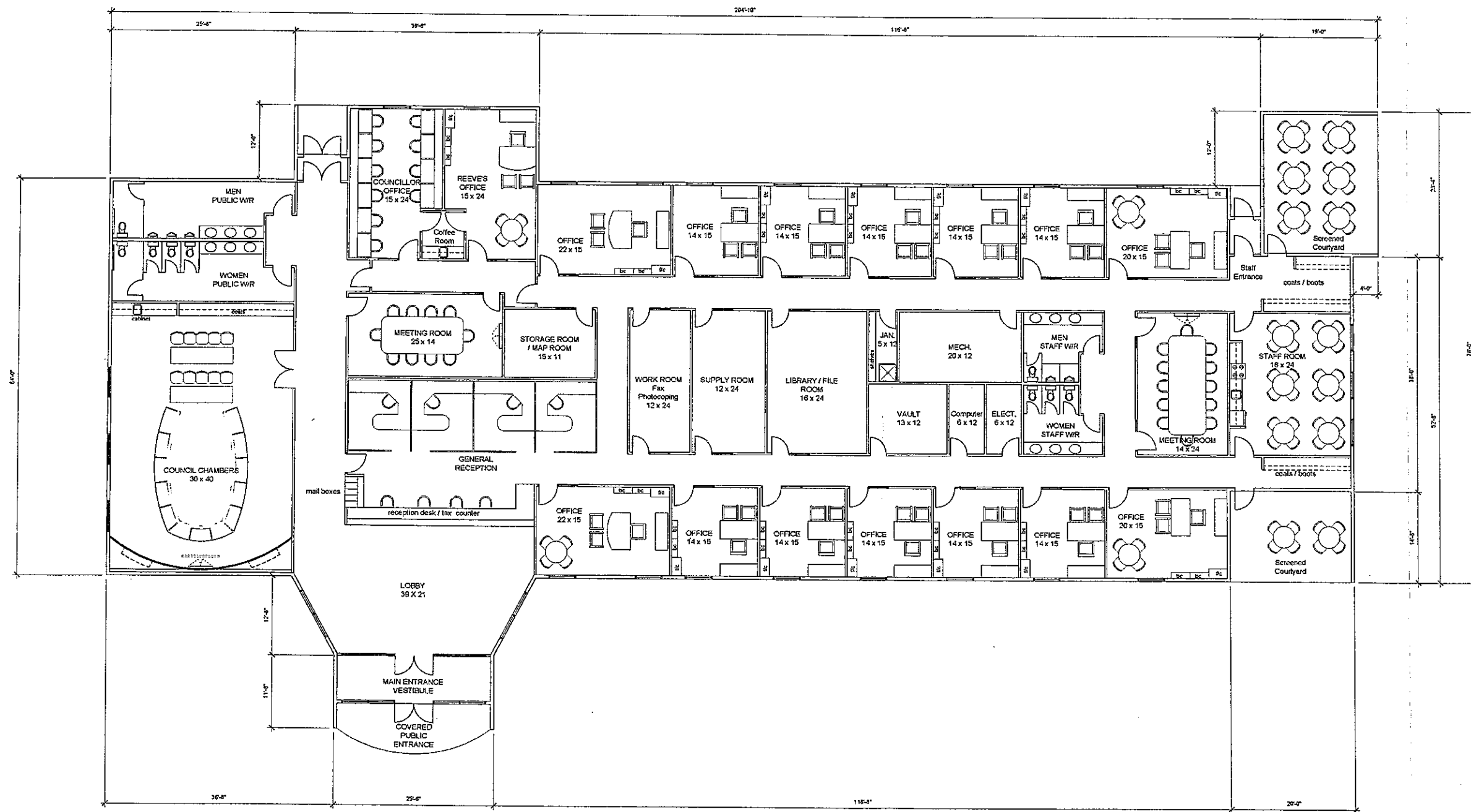
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Client
MACKENZIE COUNTY
 4511 - 46 Avenue, P.O. BOX 640
 Fort Vermillion, Alberta
 T0H 1N0
 Tel: 780.927-3718 Fax: 780.927-4266

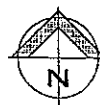
Project
**PROPOSED NEW LACRETE SUB-OFFICE
 ADMINISTRATION BUILDING**

Site Plan

Checked	Scale	Date
	1:400	MARCH 2008
Drawn	Project No.	
	124082	
Checked of	Sheet No.	Rev.
	A1	2



MAIN FLOOR PLAN



Revision	BY	APPD.	DATE
1	GSD		MAR. 2008

--	--	--	--	--	--	--	--	--	--

FOCUS
 FOCUS Corporation
 P.O. Box 16 Street
 Peace River, AB, Canada T8S 1C8
 Tel: 780.824.5431
 Fax: 780.824.3792
 www.focus.ca

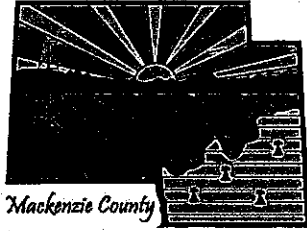
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Client
MACKENZIE COUNTY
 4511 - 46 Avenue, P.O. BOX 640
 Fort Vermilion, Alberta
 T0H 1N0
 Tel: 780.927-3718 Fax: 780.927-4266

Project
**PROPOSED NEW LACRE SUB-OFFICE
 ADMINISTRATION BUILDING**

Floor Plan

Drawn by	GSD	Scale	1/8" = 1'-0"	Date	FEBRUARY 2008
Checked by	GSD	Project No.	124082	Sheet No.	A2
Approved by					1



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	March 11, 2008
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Information/Correspondence

BACKGROUND / PROPOSAL:

The information/correspondence items will be presented on the meeting day.

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• Action List	119
• Alberta Municipal Affairs & Housing – Tangible Capital Assets Grant Funding	123
• Alberta Infrastructure & Transportation – New Regional Director for Peace Region	125
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• Town of High Level 2008 Citizen Satisfaction Survey	141
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OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

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

Author: C. Gabriel Review by: _____ CAO _____

**Mackenzie County
Action List as of February 27, 2008**

Council Meeting Motions Requiring Action

Motion	Action Required	Action By	Status
October 10, 2006 Council Meeting			
06-714	That the Wolfe Lake Water Point be referred to the Operations Committee for review.	John K. Ed, John W. Bill N., Ryan	In progress
October 10, 2007 Council Meeting			
07-10-876	That administration work on the three and seven year infrastructure plans and consult with engineers as required.	Mark	In progress
October 25, 2007 Council Meeting			
07-10-958	That the Chief Administrative Officer follow up with the Emergency Services communications network.	Jason, Ryan, John, Joulia	April 10/08
07-10-984	That all County building inspections be completed before the end of the year.	Joulia John Mark	In progress
07-10-992	That administrative support be provided to Mustus Energy Ltd. to investigate funding sources from municipal, provincial, and federal entities and bring back options to Council.	Bill K. Greg N.	In progress
November 13, 2007 Council Meeting			
07-11-1050	That administration negotiate the purchase of Public Land with Alberta Sustainable Resource Development for the future urban expansion for the Hamlet of Zama.	Ryan Lisa Bill K.	In progress
December 11, 2007 Council Meeting			
07-12-1112	That Mackenzie County seek Request for Proposals for the metal recycling project.	John K.	March 26/08
January 8, 2008 Council Meeting			
08-01-027	That the County engineering firms be reduced to include the following and that administration be instructed to prepare service agreements with them:	Management	In progress

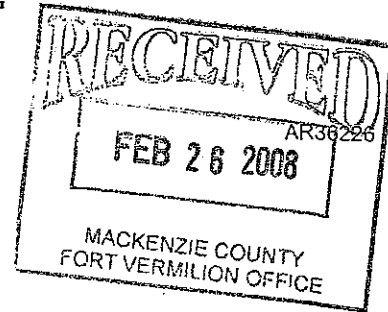
Motion	Action Required	Action By	Status
	<ul style="list-style-type: none"> • Stewart, Weir & Co. • AMEC Engineering • ISL Engineering • EXH Engineering 		
January 30, 2008 Council Meeting			
08-01-068	That the Chief Administrative Officer or designate work with Mackenzie Housing regarding the affordable housing proposal in Zama.	Bill K. Joulia	
February 12, 2008 Council Meeting			
08-02-098	That the suggestions for coordinated projects with the Town of High Level be tabled until the new Municipal Sustainability Initiative funding guidelines are available.	Joulia Bill K.	In progress
08-02-110	That administration be instructed to set up a tri-council meeting with the Mackenzie Housing Management Board in regards to their request for an annual requisition towards a capital reserve for future lodge projects.	Bill K. Carol	In progress
08-02-113	That the Land Use Bylaw amendment to rezone Part of NW 19-109-19-W5M from Agricultural Industrial District 1 "A1" to Rural Industrial District 1 "RI1" be tabled for further information including an area structure plan, access, and buffer zone.	Ryan Stuart Greg Bill K.	In review
08-02-116	That administration be instructed to reach an equitable agreement with Jake & Susanne Wolfe in regards to their proposed subdivision located at NW 31-109-18-W5M.	Bill K.	In progress
08-02-119	That Mackenzie County pursue securing the lease and associated survey costs for the Tompkins Landing Campground and a five year agreement with the local group subject to a detailed operator's agreement with funding coming from the Parks and Recreation budget.	John Bill K. Ryan	In progress
08-02-120	That the ATCO Electric contracts be tabled for further information.	Bill K. Mark Joulia	In progress

Motion	Action Required	Action By	Status
08-02-123	That Mackenzie County install two stop signs with flashing red solar lights on Tower road within the Hamlet of Zama, subject to Bylaw review.	John K.	In progress Fall 2008
February 27, 2008 Council Meeting			
08-02-152	That administration bring back options regarding the proposed rezoning of a one mile radius surrounding Plan 002-1068, Lot 2, Lot 4 and Lot 5 through consultation with the affected landowners.	Ryan Bill K. Stuart	In progress
08-02-155	That administration set up a meeting with the Northern Lights Health Region.	Bill K.	In progress
08-02-156	That the Road Construction Request to SE 12-104-16-W5M be tabled for budget considerations.	John	
08-02-158	That Mackenzie County pursue securing the lease and associated survey costs for the Atlas Recreation Area and a five year agreement with a local non-profit group, subject to a detailed operator's agreement with funding coming from the parks and recreation budget.	John Ryan	In progress
08-02-162	That administration review the required sign replacement within the County and advise the Alberta Motor Association.	John	In progress
08-02-169	That administration prepare a letter to the Premier and the Minister of Sustainable Resource Development regarding the cross border transfer of hog fuel.	Bill K.	In progress



ALBERTA
MUNICIPAL AFFAIRS AND HOUSING

*Office of the Minister
MLA, Lac La Biche - St. Paul*



February 20, 2008

Reeve Gregory Alan Newman
Mackenzie County
PO Box 640
Fort Vermilion, Alberta T0H 1N0

Dear Reeve Newman:

I am pleased to advise that Municipal Affairs and Housing is providing a one-time grant of \$35,418 under the Municipal Sustainability Initiative (MSI) to assist your municipality with the Tangible Capital Assets (TCA) Project. This TCA grant is in addition to your 2007/08 MSI allocation. You should receive payment of these funds within the next several weeks.

This funding is intended to assist your municipality's efforts to comply with the new accounting standards that take effect in 2009. Qualifying costs include extra staff wages and training, consulting and audit fees, and software upgrades associated with TCA Project activities and information management. The grant may be applied to qualifying costs incurred on or after April 1, 2007. If your municipality has completed most or all of the project work related to the new accounting standards, TCA funding may alternatively be used for long-term infrastructure planning.

At the conclusion of the TCA Project, your municipality will be required to provide a statement of benefits received from the grant and an expenditure summary. A template will be made available on the ministry's website at www.municipalaffairs.alberta.ca. This report is required no later than May 1, 2009.

This grant will complement ongoing initiatives underway to assist municipalities in preparing for the new requirements. Municipal Affairs and Housing is sponsoring a series of training workshops hosted by the Government Finance Officers Association in addition to publishing a quarterly TCA newsletter, providing advisory assistance, and maintaining a project website at www.menet.ab.ca.

Accounting for tangible capital assets will ensure municipalities have better information about their capital assets, and this information will facilitate enhanced planning and future decision-making. I understand the activities necessary to prepare for these changes require a significant amount of time and resources. I trust this grant will support your municipality in meeting this challenge and improving the sustainability of your community.

.../2

Reeve Gregory Alan Newman
Mackenzie County
Page Two

If you have any questions regarding the TCA Project, please contact Ms. Christina Parkins, Manager of Financial Advisory Services with this ministry's Municipal Services Branch, toll free by dialing 310-0000, then 780-427-2225.

Sincerely,

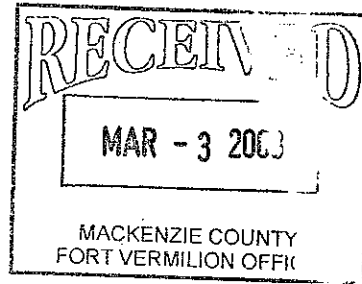
A handwritten signature in black ink, appearing to read 'Ray Danyluk', with a stylized flourish at the end.

Ray Danyluk
Minister

cc: William (Bill) Kostiw, Chief Administrative Officer, Mackenzie County

Room 301, Provincial Building
Bag 900-29, 9621-96 Avenue
Peace River, Alberta, Canada T8S 1T4
Telephone (780) 624 6280 Fax (780) 624 2440

February 25, 2008



Mr. William (Bill) Kostiw
Chief Administrative Officer
Mackenzie County
P.O. Box 640
Fort Vermilion, Alberta
T0H 1N0

Dear Mr. Kostiw:

I would like to advise you that, as of March 3, 2008, I will be moving on to a different role with the Department. Effective that date, Wayne Franklin will be the new Regional Director for the Peace Region.

I have really enjoyed the past 7½ years and the opportunity to work with the municipalities in the Peace Region.

Yours truly,


John Engleder, P.Eng.
Regional Director

JE/bc

*Thanks Bill. It's been a real
pleasure.*

John.

Northern Development Branch
206, Provincial Building
9621 - 96 Avenue
Postal Bag 900-14
Peace River, Alberta
Canada T8S 1T4
Telephone (780) 624-6274
Fax (780) 624-6184

Lac La Biche Office
PO Box 1550
Lac La Biche, Alberta
Canada T0A 2C0
Telephone (780) 623 6982
Fax (780) 623 6984
nadc.council@gov.ab.ca
www.gov.ab.ca/nadc/

RECEIVED
FEB 19 2008
MACKENZIE COUNTY
FORT VERMILION OFFICE

February 14, 2008

Bill Kostiw, Chief Administrative Officer
Mackenzie County
Box 640
Fort Vermilion, AB T0H 1N0

Dear Mr. Kostiw,


As a northern stakeholder we are committed to life in the north. We respect the challenges of attracting and retaining labor, of accessing certain quality of life opportunities and of garnering support from southern Albertans for all the work we do in the north to the benefit of the entire province.

The NADC in an effort to inform southern Albertans and to bring northern opportunities and issues to the forefront in the minds of Albertans has partnered with the Edmonton Journal to present a special news report devoted to the north.

This special section is expected to be published in the March 26, 2008 edition of the Edmonton Journal. Additionally the section will be featured on www.edmontonjournal.com for three months.

The news section will focus on careers, lifestyles and communities and we believe this section will help create interest in Northern Alberta. You may be contacted by a representative from the Edmonton Journal and we encourage you to consider an opportunity to partner in this promotion. Should you have any questions please contact me at Northern Alberta Development Council at 780-624-6274.

Sincerely,



Dan Dibbelt,
Executive Director

Carol Gabriel

From: Jan Mazurik [Jan.Mazurik@gov.ab.ca]
Sent: Wednesday, March 05, 2008 11:06 AM
To: undisclosed-recipients
Subject: Edmonton Journal Northern Promotion
Attachments: NADC promo.pdf

Dear NADC Stakeholder,

As many of you are aware, the Northern Alberta Development Council (NADC) has purchased a section in the Edmonton Journal to be published March 26, 2008. This section will largely focus on labor challenges, industry and barriers we face to northern development. The Journal was provided a list of potential advertisers with the heaviest focus being on industry. A number of municipalities and other organizations have since approached us with an interest in supporting this project. We are therefore forwarding the Edmonton Journal Promo piece, which you may have already received directly from The Journal, for your consideration.

If you have an interest in advertising or want more information please contact the Journal directly at the numbers listed on the attachment.

Also please be advised that the NADC will be looking at doing a follow up (likely April/May) with a greater focus on communities, tourism and quality of life.

The NADC has toured Journal writers in the region and had stakeholder meetings with industry (oil, gas, forestry, small business) and community (education, post-secondary, health) and regional (CAANA, CPA, Rail, NAEL) organizations. On a whole municipalities were not invited to the meetings as this was not the focus of this section. Additionally the NADC region consists of 95 communities and it was not possible with just two days of the Journal's time to incorporate all communities and all of the NADC region. We ask for your understanding on this matter.

We will advise if and when we pursue a follow up section. Should you have any questions please feel free to contact me – and don't forget to purchase a copy of the March 26th, 2008 Edmonton Journal!!

Dan Dibbelt
Executive Director
Northern Alberta Development Council

Jan Mazurik

Executive & Council Assistant
Northern Alberta Development Council
206 Provincial Building, 9621 - 96 Avenue
Peace River, Alberta T8S 1T4
Phone: (780) 624-6338 Fax: (780) 624-6184
email: jan.mazurik@gov.ab.ca
www.nadc.gov.ab.ca

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Northern Alberta:

A SPECIAL EDMONTON JOURNAL REPORT

EDMONTON JOURNAL

Careers *Lifestyles* Communities

As a business operating in northern Alberta, you feel the energy, activity and community spirit every day in the region. With over \$50 billion in development earmarked for the region in the next few years, the opportunities are endless. While career opportunities are plentiful, whether it's resource industries, the helping professions or private business, attracting qualified staff to the region remains your greatest challenge.

On March 26, 2008, the *Edmonton Journal*, with its well-established and strong relationships in northern Alberta will publish a special news report devoted to the region. We will take 297,000 readers* on an editorial journey sharing the careers, lifestyles and communities that shape this prosperous region.

* Nadbank 2007

We invite you to participate in this informative and educational piece by sharing your story ideas, contacts and leads with the Special Projects Editor, Peter Collum: email pcollum@thejournal.canwest.com or phone 780-429-5340.

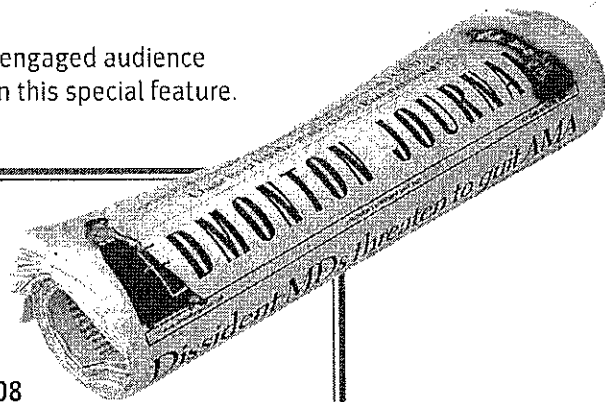
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Material Deadline:

Monday, March 17, 2008

Published:

Wednesday, March 26, 2008

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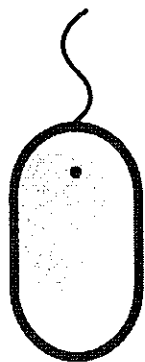
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To help active and passive job seekers consider a career in northern Alberta, this special report will be featured on edmontonjournal.com and working.com.

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Edmonton, Alberta T6B 2V4
Tel: 780-463.5134
Fax: 780-463.5280

February 15, 2008

Dear Councillor:

In light of the fact that Alberta is the economic generator in Canada, and this activity is felt province wide, efficient commuter air travel has become a necessity for access to urban and regional centres in our Province.

Alberta does not have a true efficient and accessible commuter air passenger service. Alberta does not have a strategy for the development of a province wide air passenger network.

CAANA (Commuter Air Access Network of Alberta) is an association of communities, businesses and people committed to improving air access amongst all regions of Alberta and to improving access to Alberta's Capital City by way of the Edmonton City Centre Airport. The purpose of CAANA is to promote the development and operation of an efficient scheduled commuter air passenger service network, that focuses on the needs of users and providers, to achieve optimal access to air service within and adjacent to the Province of Alberta, including the best possible link to government, health and business services in the Capital City via Edmonton City Centre Airport.

CAANA believes in an Open Skies Policy for Alberta, an indigenous Alberta air service that links the Regions of Alberta, where customers determine where they fly, with market driven realities that include:

- Free market competition for airports and airlines,
- Prices determined by market forces,
- Fair and equal opportunity to compete,

that will generate revenue for all airports.

The Edmonton City Centre Airport plays a critical role in many communities, more than just the Capital Region. Because Edmonton serves so many interests that are province wide and because accessibility to those services is critical, there is a need related to provincial air services. It is also apparent that the two major airports in Alberta are not structured to respond to the interests of regional air users.

This Open skies Policy has been approved and is supported by:

- The Southern Alberta Mayors and Reeves
- The Northern Alberta Mayors and Reeves
- The Northwest Mayors, Reeves, Chiefs and CAO,s (Reconfirmed in 01/2008)
- Alberta Association of Municipal Districts and Counties (AAMD&C)
- Alberta Urban Municipalities Association (AUMA)

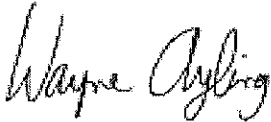
We are writing to you as Councillor of the City of Edmonton to whom the Edmonton Regional Airport Authority is ultimately responsible, and as the lessor of the City Centre Airport. We also feel it necessary to keep you informed of the activities of communities, business and citizens across the Province of Alberta.

Edmonton needs to continue to build its national and international presence and we are committed to assisting that goal. Our support to strengthen the role of the Edmonton International Airport as a dominate player in the national and international aviation sector has never been questioned. With the adoption of an "Open Sky's" policy it is the commuter passenger that we collectively will be able to provide a service to, and it is Edmonton, the Capital City of Alberta, who will be the beneficiary. Unless we demonstrate to Albertans, from the far south to the far north, that they are welcome to do efficient business in our city through efficient commuter air service, they will either drive to Edmonton further clogging our highways or worse expand their presence in Calgary.

Enclosed please find a copy of the Alberta Commuter Air Strategy, (Open Skies Policy) for your information.

We will contact your office to request time to meet with you for further discussion. Thank you for your consideration and cooperation.

Sincerely,



Wayne Ayling
Chairman of CAANA

Enclosures:

**THE ALBERTA FISH AND GAME ASSOCIATION
RESOLUTIONS AND RECOMMENDATIONS 2008**

ENVIRONMENT RESOLUTIONS

ENVIRONMENT RESOLUTION NUMBER E-3-2008

Submitted by: Zone 3

Drafted by: Rocky Mountain House Fish & Game

Agricultural Dispositions of Crown Land

BE IT RESOLVED THAT the Alberta Fish & Game Association request that the Alberta Government implement a moratorium on issuing any new agricultural dispositions on Crown land.

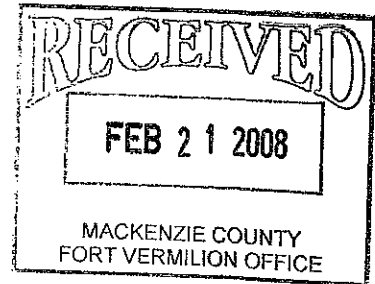
Passed Defeated

Amended _____

apard

Feb. 19, 2008

Mackenzie County
Box 690
Fort Vermilion, Alberta
T0H 1N0



Dear Mackenzie County Council,

The Fort Vermilion School Division Board of Trustees would like to express its concern over the possibility of the removal of the 30 km/hr school speed zone on 100 street, in front of La Crete Public School.

As a school board it is critically important that the safety of students remain paramount in our thoughts and actions. While the students are in our care we act as the parents and we would want the students to be safe at all times. La Crete Public School educates students from grade 8 to grade 12 and due to the student's age they exercise a little more freedom than students at a younger age. As a result, at break times and at lunch the students are likely to leave campus and walk around town. Although these students are capable of travelling around town safely, the students sometimes make unsafe decisions. Therefore, if possible as a school board we would like to maintain as many safety structures as possible.

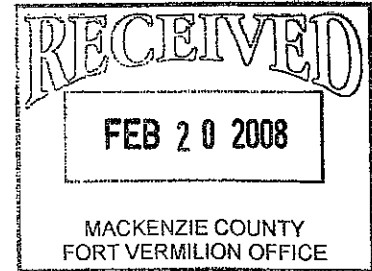
The Fort Vermilion School Division would like to thank the county for installing a traffic light at the corner of 100 street and 99 avenue. The light has created a safer environment for students of La Crete Public School. It is our view that the street light and the school speed zone augment one another. The new street light assists in traffic turning onto 100 street and it permits a safer way for pedestrians to cross the street. However, when the light is green on 100 street it is green for a long period and already drivers are realizing this. As a result traffic moves through fluidly. Increasing the speed allowable will increase the risk of pedestrians, likely students, being hit by a vehicle. It is the board's impression that only a few seconds are saved by removing the speed zone and we wonder whether these few seconds are worth the risk of a student being killed by a vehicle, which is travelling at a speed too fast to stop in time.

The Fort Vermilion School Division Board of Trustees strongly urges the council to maintain the school speed zone of 30 km/hr on 100 street. Thank you for your consideration of this matter.

Sincerely,

A handwritten signature in cursive script that reads "Wally Schroeder".

Wally Schroeder
Board Chair



February 14, 2008

Dear Friends:

Re: Corporate Volunteer Award of Excellence 2008

The Wild Rose Foundation is calling upon Alberta's nonprofit organizations to recognize leaders in Alberta's corporate sector for their outstanding contribution to community building. Every single donation of time, employee resources and finances result in communities coming together. It is time that these amazing companies...all the way from the small town corner store up to the large oil companies, were recognized for the contribution that they make to their community.

Share this information with your community and encourage the nominations! The Corporate Volunteer Award of Excellence is open to any local, national or international business that promotes and encourages a culture of giving and volunteering among employees and is committed to corporate philanthropy and other forms of community support and investment within the province of Alberta.

The awards presentation will take place on June 13, 2008 at the Friday Evening Gala during the Vitalize 2008 conference in Edmonton.

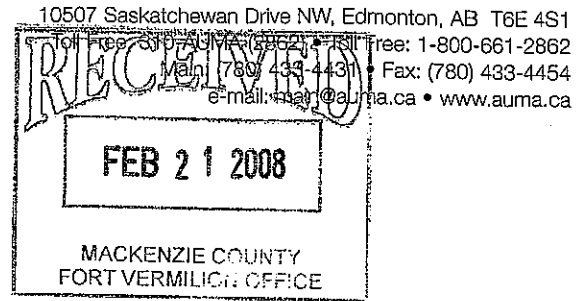
Should you have any questions regarding the Corporate Volunteer Award of Excellence, please contact Ms. Alla Honcharuk of the Wild Rose Foundation at (780) 415-8139, or at Alla.Honcharuk@gov.ab.ca. You can also visit our website at www.wildrosefoundation.ca

Sincerely,

Krishan C. Joshee, C.M.
Chairman



ALBERTA URBAN MUNICIPALITIES ASSOCIATION



February 15, 2008

Dear Mayor and Council:

“Ahead. Together.” Two words that launch an election-focused campaign by the Alberta Urban Municipalities Association (AUMA) to address issues of mutual concern between the Province and its municipalities. The campaign targets the municipal funding model established by the Province, and calls for a new relationship, a Provincial-Municipal Partnership Agreement, that would allow for Planning, Permanence and Predictability in municipal funding.

The Three Ps:

- Planning – Allows long-term financial planning that includes increased borrowing powers, if desired, and increased support for saving revenues earmarked for future services and infrastructure in municipal reserves.
- Permanence – A permanent transfer of provincial revenues that follows the economy of the Province, rather than a time-specific grant program.
- Predictability – Provides municipalities with a source of predictable, sustainable revenues that will enable long-term planning.

This agreement will allow municipalities to be full partners in managing Alberta’s unprecedented growth. Such an arrangement would provide municipalities with funding that accurately reflects the economic realities of the day, which will help them address the challenges of growth.

At election time, do what you can to put “Ahead. Together.” on the provincial agenda. Ask your candidate about their long-range view of municipal sustainability, remind the province’s politicians that municipalities are the front line in building communities and creating opportunities in Alberta.

The AUMA website has a letter that you can send to your local candidate as well as a Q and A that will assist you in developing your position, at www.auma.ca.

Let’s move Ahead. Together. Today.

Sincerely,

R. Lloyd Bertschi
AUMA President

Enclosure



TOWN OF HIGH LEVEL

2008 CITIZEN SATISFACTION SURVEY

Dear High Level Resident:

The purpose of this survey is to evaluate the performance of the Town programs and to guide Town Council in making budget and policy decisions. Your opinion matters to us! Please take a moment to complete this survey and return it by March 31, 2008. Please return to Town Hall or any Town Facility. The survey is also available on-line at www.highlevel.ca and can be submitted by e-mail.

Thank you.

SECTION 1: QUALITY OF LIFE

1. How long have you been a resident of High Level _____

2. Please check the box that comes closest to your opinion for each of the following questions:

	<u>Excellent</u>	<u>Good</u>	<u>Poor</u>	<u>Very Poor</u>	<u>No Opinion</u>
How would you describe the quality of life in High Level?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
How do you rate High Level as a place to raise children?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
How do you rate High Level as a place to live?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

3. Do you feel the quality of life in High level in the past five years has

Improved	Stayed the Same	Declined	No Opinion
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

4. What are High Level's greatest attributes?

5. Which of the following are concerns to you as a resident of High Level?

	<u>Not a Concern</u>	<u>Minor Concern</u>	<u>Major Concern</u>
Level of Property taxes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Security of property and personal safety	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Water Quality	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Unsightly properties	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Loitering	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

6. What are the major issues that the Town should consider addressing in the next 5 years?
Please expand on the issues and how you would like them addressed.

SECTION 2: USAGE

7. In the last 12 months, about how many times, if ever, have you or other household members done the following things. Please check in the applicable box.

	Not Aware of this Facility or Service	Never	1 to 2 Times	3 to 6 Times	7 to 12 Times	Over 12 Times
Used the public library	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Used the Aquatic Center	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Participated in a Town organized recreation program or activity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Used a playing field	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Visited a Town park	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Visited or used the Sports Complex	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Attended a Council meeting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Visited the Town's web site	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Visited or used FCSS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Used a meeting room or the Program Room at Town Hall	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Used the Airport	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Read the Around Town Brochure for recreation/leisure program information.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Participated in or attended a Town organized special event. IE. Canada Day, WinterFest, Play Day, New Years Eve event.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Visited the Museum	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

8. If the opportunity was available, would you use the internet to conduct the following Town Business?

Please check in the applicable box.

	<u>Yes</u>	<u>No</u>	<u>Never</u>
Pay taxes / Utility Bills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Apply for permits and licenses	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Register for Recreation programs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
View Town Council minutes and bylaws	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Report Safety concerns (i.e. potholes, lights out)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Purchase a dog license	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

SECTION 3: TAXES

9. The majority of Town services are funded by tax dollars. An increase in service levels will result in increased taxes. Likewise, a decrease in service levels may result in tax savings. If the change in service level resulted in a significant change (+ or - 2%) to your tax bill, what service would you like to see increase or decrease?

Please check in the applicable box.

	<u>Increase Service</u>	<u>Reduce Service</u>	<u>Satisfied with Service</u>	<u>No Opinion</u>
Animal Control	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Beautification of public property	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bylaw enforcement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Garbage Collection	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Removal of snow and ice from streets	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Snow removal from sidewalks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sports Complex (Arena and curling rink)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Aquatic Center	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Playing fields	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Recreation programs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Traffic Control	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Street Cleaning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
FCSS(Family and Community Support)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community or Cultural events	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

10. Please check the box that comes closest to your opinion for each of the following questions.

	<u>Yes</u>	<u>No</u>	<u>No Opinion</u>
Are you satisfied with the services you receive for the current level of property taxes?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Should we maintain Town services at their current level which may result in a modest (2-4%) tax increase?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Should we reduce Town services in order to maintain Taxes at the current level?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Should we increase the level of Town services, resulting in a tax increase (5% +)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

SECTION 4: CAPITAL PROJECTS

11. The Town spends a portion of its yearly budget on large projects, known as "capital projects". Imagine you have \$100 to spend on the following capital projects. How would you spend it?

Please divide \$100 among the 7 listed capital projects according to their importance to you. Fill in the spaces with dollar amounts ranging from \$0 to \$100.

Capital Projects

- 1. Sidewalk additions / improvements \$ _____
- 2. Road resurfacing \$ _____
- 3. Town Beautification \$ _____
- 4. Improved recreation facilities \$ _____
- 5. Walkway / Trail development \$ _____
- 6. Social facilities (i.e. Shelters) \$ _____
- 7. Improved parks and playing fields (i.e. Soccer) \$ _____
- 8. Other _____ \$ _____

Total \$100.00

12. What are the areas in which the High Level RCMP Detachment should put more emphasis?

13. What are the areas in which Bylaw Enforcement should put more emphasis?

14. Have you received service from any Town Employee in the past 12 months?

Yes No

15. If yes, how would you rate your satisfaction with the behavior and response of Town Employees?

Very Satisfied	Satisfied	Dissatisfied	Very Dissatisfied	No Contact
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

If you have any comments that you wish to add, feel free to write them below.

If you have any questions, please contact
Dean Krause, CAO, Town of High Level at 926-2201
dkrause@highlevel.ca

Thank you for your time in completing this survey

February 29, 2008

EXH File: 1008036

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

Attention: Mr. Bill Kostiw
Chief Administrative Officer

**RE: Projects Meeting Minutes
February 27, 2008**

Please find enclosed the minutes for the projects meeting held on February 27, 2008, in Fort Vermilion, for your review and action as required.

Please note that our next meeting is tentatively scheduled for **Tuesday March 18, 2008 at 1:15pm** at the **AAMD&C Conference** in **Edmonton**.

Sincerely,

Mark Onaba, E.I.T.
Project Manager
EXH Engineering Services Ltd.

MO/mo

Enclosure

cc: John Klassen, Mackenzie County
Dave Crichton, Mackenzie County
Ryan Becker, Mackenzie County
Grant Smith, Mackenzie County
Mark Schwab, EXH – Grimshaw
Garth McCulloch, EXH – Red Deer

MEETING MINUTES
Mackenzie County
Projects Notes
February 27, 2008

Attendees: Bill Kostiw (BK), Mackenzie County
John Klassen (JK), Mackenzie County
Dave Chrichton (DC), Mackenzie County
Grant Smith (GS), Mackenzie County
Ryan Becker (RB), Mackenzie County
Garth McCulloch (GM), EXH – Red Deer
Mark Schwab (MS), EXH – Grimshaw
Mark Onaba (MO), EXH – La Crete

<u>Job No.</u>	<u>Project</u>	<u>Action By</u>
PROJECTS 1005016	Fort Vermilion South Drainage <ul style="list-style-type: none"> ▪ GM noted that there is more ditch cleaning than actual construction required for the project. ▪ GS mentioned that landowner (Richards) wants 7:1 slopes ▪ Greg Newman noted that the ditch should be scaled back to a 1.0m – 1.5m wide ditch bottom. ▪ County agreed to leave the back slopes at 3:1. ▪ County would like the entire ditch to be licensed. ▪ GS is looking at doing a ditch clean-out as opposed to new construction. ▪ No work is required from EXH at this time. 	Grant S.
1007116 (Schedule A)	99 Street /North & South La Crete Accesses/94 Avenue Project <ul style="list-style-type: none"> ▪ County decided on a Sept 1, 2008 completion date for the project ▪ Decision on whether to put paint lines on 99 Street to be revisited in the spring. ▪ MS noted that EXH had released hold back to Knelsen. 	EXH.
1007116 (Schedule B)	South La Crete Access Base-Pave <ul style="list-style-type: none"> ▪ County agreed to increase ACP to 120mm, this would ensure the structure of the road was sufficient enough to accommodate traffic through the winter. (70mm fall, 50 mm spring) ▪ Project will be completed in 2008 	EXH
1007122	Hwy 697 Correction Line Drainage <ul style="list-style-type: none"> • EXH to provide concept and cost estimate for a drainage study for entire area. 	Mark O. John K.

<u>Job No.</u>	<u>Project</u>	<u>Action By</u>
	<ul style="list-style-type: none"> • Drainage study will include Twp 106-4. Rge Rd 13-4 and Twp 107-0 (Wolfe Lake Road) • MS and MO to review project with JK, JW and GS. • GS suggested spring run-off would be a good time to review. • BK mentioned that he prefers design and tender preparation to occur right after spring run off and construction to commence after September 08. • County and EXH to inspect project during spring runoff. 	
1007158	Twp. Rd 107-2 & Rge. Rd 13-2 Ditch Survey (Ed's Ditch) <ul style="list-style-type: none"> • County requires a survey of existing ditch, field and dugout • JK noted from Spruce Road ½ mile North on Rge Rd 13-2 on the east side of road. • EXH awaiting further direction. 	On Hold
1007160	Blumenort Intersection Treatment. <ul style="list-style-type: none"> • JK will be meeting with landowner to review land purchase • Darrell Quist will invoice the County directly for construction work done in 2007. • MO will continue dealing with ATCO with regard to power pole relocations. • County will provide details of changes to MO so EXH can finalize Contract Document. • ATCO estimated \$107,000 to install underground utilities. BK will send a copy of estimate to MO. • BK noted that construction should proceed as per original design. • BK to send EXH a copy of contract changes. 	Mark O. John K.
1007162	Heliport Road RRP 2007 <ul style="list-style-type: none"> • Application was completed and forwarded to AIT on November 30 2007 	EXH
1007170	Zama Access Road Base/Pave <ul style="list-style-type: none"> • Project has been awarded to Knelsen Sand & Gravel Ltd. • Construction to commence in the spring of 2008. 	EXH
1007175	Hwy 88 Connector RRP 2007 <ul style="list-style-type: none"> • Application was completed and forwarded to AIT on November 30 2007 	EXH
1007176	Rocky Lane Road RRP 2007 <ul style="list-style-type: none"> • Application was completed and forwarded to AIT on November 30 2007 	EXH
1007177	Zama Access Road RRP 2007 <ul style="list-style-type: none"> • Application was completed and forwarded to AIT on November 30 2007. • Waiting for A.I.T. comments/approval. 	EXH

<u>Job No.</u>	<u>Project</u>	<u>Action By</u>
1007193	High Level Drainage <ul style="list-style-type: none"> • County would like to extend survey 800 m to the north from previous survey. • Extend survey 800 m south from intersection in east ditch. • EXH to complete survey extension and draft design. • BK mentioned that EXH should proceed to prepare a conceptual design and "B" type construction cost estimate for review 	Mark O.
1008065	Aspen Drive <ul style="list-style-type: none"> • BK noted that the County has received Camrif funding for this project and would like to tender it separately • County would like EXH to specify how driveways are to be constructed in the Contract • BK mentioned that an environmental waiver would be required for this project • County has an engineering and construction budget of \$750,000 for this project • BK would like to skip a section of the road, north of the school, as this area has not been developed yet • MS mentioned that given the width of the existing road, we might have to core the road in order to achieve a subgrade width wide enough to accommodate an 8m finished road top width. Further more, widening the road could lead to potential drainage issues as the existing ditches could get filled in.. • EXH to provide recommendation on road structure • RB to provide MO with Mylar drawings that could aid EXH in the design process 	Ryan B. Mark O.
3007003	BF 86154 – Prairie Point Access <ul style="list-style-type: none"> ▪ Bridge group is processing final details ▪ Soft spot on road to be reviewed in the spring. ▪ BK noted that the culvert was frozen right up to the top and expressed some concerns for spring run off. ▪ DC will provide photos. EXH to review and provide recommendations 	EXH
4007029	102 Street/91 Avenue <ul style="list-style-type: none"> • Existing surface drainage to storm sewer. • Ensure the contract details the tie-ins of the street to driveway. • County would like to surface drain as much as possible. • County would like to include the tie in storm sewer extension, on 109 Ave, to this contract as a separate schedule • BK noted that an environmental waiver is required for this project • MS noted that a draft tender package would be ready for review either by the end of this week or at the beginning of next week • EXH to send the draft tender package to John K. for review 	EXH County

<u>Job No.</u>	<u>Project</u>	<u>Action By</u>
4007029	98 Avenue <ul style="list-style-type: none"> • Ensure the contract details the tie-ins of the street to driveway. • County would like a 5' Sidewalk • BK noted that this project will possibly go to tender in 2008 and construction will commence in 2009 • MS noted that EXH would provide the County with a draft tender package for review • BK mentioned that he would like to stretch the distance between the street lights on 98 Avenue in order to save costs • MO waiting for cost estimate from ATCO covering 3 line relocation options. 	EXH
4007049	Mackenzie County Subdivision Inspections <ul style="list-style-type: none"> • Deficiency list to be reviewed in the spring with JK. 	Mark O.

DISCUSSION

----	Bridge File Maintenance Contract <ul style="list-style-type: none"> ▪ Contract package will be ready for tender at the end of February 	EXH
----	Hwy 697 Drainage (Buffalo Head Prairie Area) <ul style="list-style-type: none"> • A.I.T. has approved 50/50 funding to a maximum of \$50,000 for construction. • Site to be reviewed during spring run-off 	EXH
----	Mustas Lake Center Subdivision – Design Review <ul style="list-style-type: none"> • County to review status of drainage with windrowed fill material • MO and MSk and JK will review existing lift station data • County would like EXH to review existing lift station design & capacity • BK noted that the County would be meeting with their lawyer on March 3 to discuss levy offsets in this subdivision • MO to attend meeting 	Mark O.

Prepared by: Mark Onaba & Mark Schwab

