

**MACKENZIE COUNTY
ORGANIZATIONAL COUNCIL MEETING**

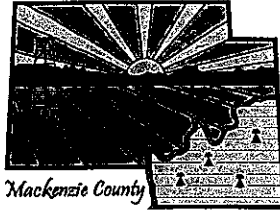
**Wednesday, October 29, 2008
1:00 p.m.**

**Council Chambers
Fort Vermilion, Alberta**

AGENDA

			Page
CALL TO ORDER:	1.	a) Call to Order (William Kostiw)	
		b) CAO Overview	
AGENDA:	2.	a) Adoption of Agenda	
VOTING PROCEDURE:	3.	a) Voting Procedure	5
ELECTION OF REEVE & DEPUTY REEVE:	4.	a) Election of Reeve	7
		b) Election of Deputy Reeve	9
		c) Oath of Office – Reeve & Deputy Reeve (performed by Ray Purdy, Brownlee LLP)	
TURNOVER OF CHAIR	5.	a) Turnover of Chair to the Reeve	
DELEGATION:	6.	a) Brownlee LLP	
BYLAWS/POLICIES:	7.	a) Bylaw 650/07 Honorariums & Expenses	11
		b) Bylaw 685/08 Procedural Bylaw	17
		c) <i>Review of Council Committees</i>	
COUNCIL COMMITTEES & TASK FORCES:	8.	a) Appointment of Council Members to Council Committees, Boards and Task Forces	19
		b) Appointment of Members at Large to County Boards/Committees	25

		c)		
APPOINT REPRESENTATIVES:	9.	a)	Appointment of Council Representatives to Other Committees	37
		b)		
OTHER BUSINESS:	10.	a)	2008-09 Council Meeting Dates	41
		b)	Organizational Chart	45
		c)		
		d)		
DESTRUCTION OF BALLOTS:	11.	a)	Destruction of Ballots	47
ADJOURNMENT:	12.	a)	Adjournment	



1.6)

Mackenzie County

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

October 29, 2008

Reeve & Council
Mackenzie County
Box 640
Fort Vermilion, AB
T0H 1N0

Dear Council:

RE: ORGANIZATIONAL MEETING – OCTOBER 29, 2008

This memo is intended as a brief overview of the County operations and my view of changes in the last two years.

I really consider it a privilege to be able to work for a dedicated, responsible, visionary Council such as Mackenzie County has today. I think we have collectively united and built a stronger team of Council and staff. This is important in order to meet the challenges of municipal government and our ever changing political and economic environment. I feel that with the current stability within Council and staff and good inter-municipal relations we will survive and even prosper as a local government despite the world economic crisis.

The key to a winning game plan is "TEAM" work and continually monitoring our strategic directives.

In summary, I wish all of you well in your quest for Council positions and pledge to continue working with all of you in whatever capacity you serve on Council.

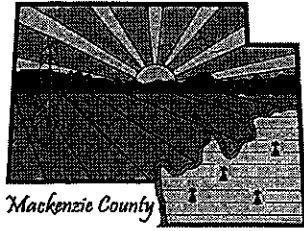
Thank you and good luck.

Sincerely,

William Kostiw
Chief Administrative Officer

OUR DAILY BATTLE

If you're looking at things with the right set of eyes, people are endlessly fascinating. And then, of course, if you look at it the wrong way, then the whole world is horrible and tedious and boring. That's the battle, really—to keep looking at the world in the right way.



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Organizational Council Meeting
Meeting Date:	October 29, 2008
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Voting Procedure

BACKGROUND / PROPOSAL:

To ensure the secrecy of a vote, administration recommends that all elections held during the Organizational Meeting be held by secret ballot.

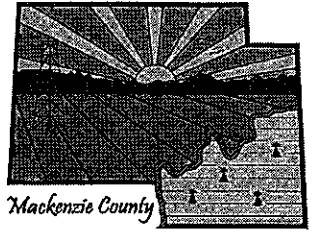
OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

That all elections required at the Organizational Meeting be held by secret ballot.

Author: C. Gabriel Reviewed By: _____ CAO



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Organizational Council Meeting
Meeting Date:	October 29, 2008
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Election of Reeve

BACKGROUND / PROPOSAL:

Call for nominations:

First Call: _____

Second Call: _____

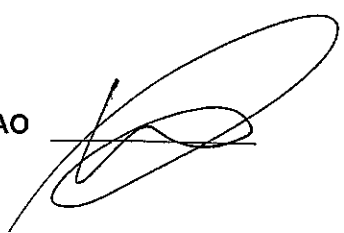
Third Call: _____

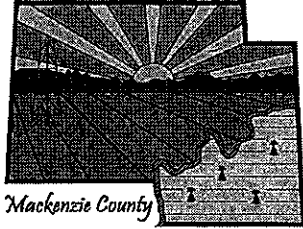
OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

_____ was elected/acclaimed as Reeve for Mackenzie County for the period October 29, 2008 to October 2009.

Author: C. Gabriel Review By: _____ CAO 



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Organizational Council Meeting
Meeting Date:	October 29, 2008
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Election of Deputy Reeve

BACKGROUND / PROPOSAL:

Call for nominations:

First Call: _____

Second Call: _____

Third Call: _____

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

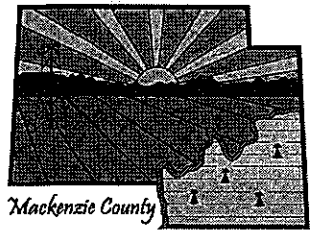
RECOMMENDED ACTION:

_____ was elected/acclaimed as Deputy Reeve for Mackenzie County for the period October 29, 2008 to October 2009.

Author: C. Gabriel

Review By: _____

CAO



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Organizational Council Meeting
Meeting Date:	October 29, 2008
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Bylaw 650/07 Honorariums & Expense Reimbursements for Councillors and Approved Committee Members

BACKGROUND / PROPOSAL:

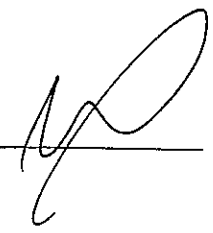
The honorariums and expense reimbursement bylaw is presented to Council at their annual organizational meeting for review and discussion.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

For discussion.

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

1. 2010
2. 2011
3. 2012

4. 2013

BYLAW NO. 650/07

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

**TO PROVIDE FOR HONORARIUMS AND RELATED EXPENSE
REIMBURSEMENT FOR COUNCILLORS
AND
APPROVED COMMITTEE MEMBERS**

WHEREAS, the Municipal Government Act, being Chapter M-26.1 of the Revised Statutes of Alberta, 1994, hereinafter referred to as the "M.G.A." provides for decisions of council to be made by resolution or bylaw, and

WHEREAS, the council is desirous of establishing compensation of Councillors and approved committee members for their meeting time and their out of pocket expenses while on official municipal business,

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

Honorariums

1. Monthly honorariums shall be paid to each Councillor for their time spent conducting the business of the municipality as follows:

Reeve - \$900 per month
Councillor - \$600 per month
2. Councillors in attendance at council meetings, approved council committee meetings, seminars and conventions shall be paid \$200.00 per day plus mileage and meal allowance, where applicable. When two or more complete meetings are attended in one day, a total of \$300 (1.5 per diems) shall be paid.
3. Members-at-large appointed to approved council committees shall be paid \$150.00 per day when in attendance at approved council committee meetings, seminars and conventions, plus mileage and meal allowance, where applicable. When two or more meetings are attended in one day, a total of \$225 (1.5 per diems) shall be paid.
4. Travel time to and from any council meeting, approved council committee meeting, seminar and/or convention shall be paid mileage and meal allowance, where applicable. Councillors driving to a

seminar/convention shall be paid \$200.00 for one travel day there and one travel day back. Only one per diem per day shall be allowed.

5. A monthly communication allowance shall be paid
 - (a) equal to the actual cost of internet access, and
 - (b) a computer allowance of \$50, and
 - (c) a telephone allowance of \$60.

*a) Revenue
- cell phone
allowance
\$100.00*

Transportation Expenses

6. Mileage shall be paid at the current non-taxable rate (as allowed by Revenue Canada) for each kilometer travelled by each Councillor and member-at-large who is travelling with their personal vehicle on business of the municipality or its committees. Such mileage shall be calculated from the place of residence of the Councillor or member-at-large to the place of the meeting and return. In addition, such mileage allowance shall apply to any approved convention or seminar.
7. Taxi fares, automobile rental, parking charges and public transportation fares will be reimbursed upon presentation of a receipt.

Reimbursement for Accommodations and Meals

8. Where a Councillor or committee member is required to travel on municipal business and overnight accommodation away from his/her regular place of residence is necessary, he/she may claim in respect of the time spent on travel status
 - (a) Either
 - (i) reimbursement of the cost of accommodation in a hotel, motel, guest-house, inn or other similar establishment, on a receipt submitted with the municipal expense account form, or
 - (ii) an allowance of \$50.00 per night
 - (b) in respect of each breakfast, lunch, or dinner, either
 - (i) reimbursement of the cost of the meal, excluding alcoholic beverages, and of an amount equal to the

amount of the gratuity paid on the meal to a maximum of 15% of the cost of the meal as shown on the receipt, or

- (ii) the appropriate meal allowance, without receipt, as follows:

breakfast - \$15 including GST
(if time of departure is prior to 7:30 a.m.)

lunch - \$15 including GST
(if time of return is after 1:00 p.m.)

dinner - \$25.00 including GST
(if time of return is after 6:30 p.m.)

9. Meal claims will be calculated based on reasonable travel times to get to and return from meeting commencement and conclusion times.

10. A Councillor and committee member may claim

- (a) an allowance of \$5.00 for personal expenses for each full 24-hour period on travel status.
(b) reasonable telephone expenses on County business.

based on Revenue Canada

Benefits

11. A group benefits package shall be made available to each Councillor; should the Councillor choose to opt in the benefits shall be paid for entirely by the Councillor.

Signing Authority

12. Administration shall have the authority to verify and sign the Reeve and Councillor expense claims and honorariums under the following conditions:

- (a) Councillors have attended Council meetings in person or by teleconference (up to a maximum of three teleconferences per year).
(b) Workshops, conferences, conventions that have been approved by Council prior to submission of expense claim.

- (c) Attendance at Committee meetings or Task Force meetings will be in accordance with the bylaws or Terms of Reference of that committee or task force.
13. In the event that a discrepancy is noted on an expense or honorarium claim, Administration shall forward the claim to the Reeve for final decision.
 14. Council members will supply their expense claims and honorariums within 60 days after the incurrence of the expenditure. After this time, the expense claims will not be paid, unless there are special circumstances.
 15. Council members will submit their December expense claim and honorarium by January 31 of the following year in order to expedite the closing of the year-end accounts.
 16. No expenses other than those listed in this bylaw may be claimed.
 17. This bylaw shall come into effect the day that it is passed and rescind Bylaw 604/06 and all amendments made thereto.

First Reading given on the 24th day of October, 2007.

(signature on file)
Greg Newman, Reeve

(signature on file)
Carol Gabriel, Executive Assistant

Second Reading given on the 24th day of October, 2007.

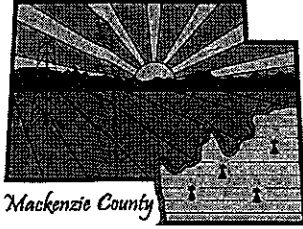
(signature on file)
Greg Newman, Reeve

(signature on file)
Carol Gabriel, Executive Assistant

Third Reading and Assent given on the 24th day of October, 2007.

(signature on file)
Greg Newman, Reeve

(signature on file)
Carol Gabriel, Executive Assistant



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Organizational Council Meeting
Meeting Date:	October 29, 2008
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Bylaw 685/08 Procedural Bylaw

BACKGROUND / PROPOSAL:

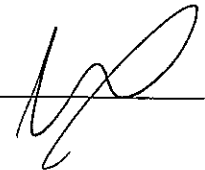
A copy of the Procedural Bylaw will be presented at the meeting following the review at the Committee of the Whole meeting on October 28, 2008.

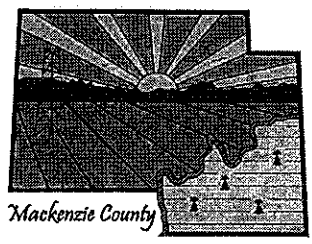
OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

1. That first reading be given to Bylaw 685/08 being the procedural bylaw of the Council of Mackenzie County as presented.
2. That second reading be given to Bylaw 685/08 being the procedural bylaw of the Council of Mackenzie County as presented.
3. That consideration be given to go to third reading of Bylaw 685/08 being the procedural bylaw of the Council of Mackenzie County at this meeting.
4. That third and final reading be given to Bylaw 685/08 being the procedural bylaw of the Council of Mackenzie County as presented.

Author: C. Gabriel Review By: _____ CAO 



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Organizational Council Meeting
Meeting Date:	October 29, 2008
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Appointment of Council Members to Council Committees, Boards and Task Forces

BACKGROUND / PROPOSAL:

A current list of Council Committees, Boards, and Task Forces is attached.

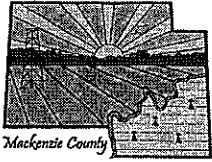
OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

Appointments to be made by Council to the various Boards and Committees.

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



MACKENZIE COUNTY
BOARDS, COMMITTEES & TASK FORCES
2007 – 2008

AGRICULTURAL LAND–LAND USE PLANNING COMMITTEE (Terms of Reference)

Councillor D. Driedger
Councillor Neufeld
Deputy Reeve Sarapuk
Councillor Froese (alt)

Ryan Becker
William Kostiw

AGRICULTURE SERVICE BOARD (Policy ASB005)

Councillor Neufeld
Councillor D. Driedger

Eric Jorgenson (Oct. 2010)
Joe Peters (Oct. 2010)
Richard Marshall (Oct. 2010)

Grant Smith
William Kostiw

ASSESSMENT REVIEW BOARD (Bylaw 266/01)

Councillor Braun
Councillor Wardley (alt)

Wally Schroeder (Oct. 2008)
Daryl Zielsdorf (Oct. 2008)
Eric Jorgensen (alt) (Oct. 2008)

Carol Gabriel

COUNTY BUILDING TASK FORCE – LA CRETE (Terms of Reference)

Councillor Braun
Councillor Neufeld
Councillor J. Driedger

William Kostiw
Directors & other staff as
required

COUNTY BUILDING TASK FORCE – FORT VERMILION (Terms of Reference)

Councillor Toews
Councillor Froese
Deputy Reeve Sarapuk

William Kostiw
Directors & other staff as
required

COUNTY BUILDING TASK FORCE – HIGH LEVEL/ZAMA (Terms of Reference)

Councillor Wardley
Councillor Watson
Deputy Reeve Sarapuk

William Kostiw
Directors & other staff as
required

EQUIPMENT COMMITTEE

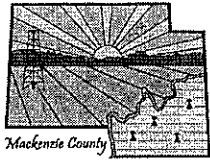
Deputy Reeve Sarapuk
Councillor Froese
Councillor J. Driedger

Mark Schonken
John Klassen
William Kostiw

FINANCE COMMITTEE (Terms of Reference)

Councillor Braun
Councillor Toews
Councillor Neufeld
Councillor Watson

Julia Whittleton
William Kostiw



MACKENZIE COUNTY
BOARDS, COMMITTEES & TASK FORCES
2007 – 2008

FIRST NATIONS CONSULTATION COMMITTEE

Councillor Toews
Councillor Watson
Councillor Neufeld
Councillor Wardley

William Kostiw

FORT VERMILION FCSS ADVISORY COMMITTEE (INCORPORATED 19-SEP-08)

Councillor Toews

Cindy Crichton (Dec. 31/08)
Lance Goudie (Dec. 31/08)
Donna Guitard (Dec. 31/08)
Cheryl Lizotte (Dec. 31/08)
Karen Wieler (Dec. 31/08)
Wanita Mitchell (Dec. 31/08)

William Kostiw
Joulia Whittleton

HIGHWAY 88 TASK FORCE

Reeve Newman
Deputy Reeve Sarapuk
Councillor Neufeld

Ellis Forest (Town of High Level)
Boyd Langford (Town of Rainbow Lake)

William Kostiw

MACKENZIE HOUSING MANAGEMENT BOARD (Ministerial Order)

Councillor Neufeld

Dave Neufeld (Oct. 2008)
Wally Schroeder (Oct. 2008)
Jim Thompson (Oct. 2008)
Sharon McLean (resigned)

N/A

MACKENZIE LIBRARY BOARD

Councillor Wardley
Councillor J. Driedger

Judy Ostrowski (Oct. 09)
Beth Kappelar (Oct. 2010)
Wally Schroeder (Oct. 2010)
Daryl Zielsdorf (Oct. 2010)
Jim Thompson (Oct. 2010)
Lorraine Peters (Oct. 2010)
Vacant (Feb. 09)

Joulia Whittleton (liaison)

MACKENZIE PIPELINE AD HOC COMMITTEE

Councillor Froese
Councillor Watson (alt)

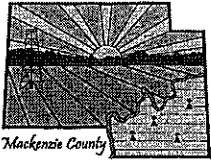
William Kostiw

MUNICIPAL PLANNING COMMISSION (Bylaw 563/06)

Councillor Froese
Councillor Braun

Jack Eccles (LC) (Oct. 2008)
Manfred Gross (FV) (Oct. 2008)
Beth Kappelar (HL) (Oct. 2008)

Ryan Becker



MACKENZIE COUNTY
BOARDS, COMMITTEES & TASK FORCES
2007 – 2008

MUNICIPAL SERVICES AGREEMENT COMMITTEE

Reeve Newman
Councillor Watson
Councillor J. Driedger

William Kostiw

PARKS AND RECREATION COMMITTEE (Terms of Reference)

Councillor Wardley
Councillor Braun
Councillor J. Driedger
Councillor D. Driedger

John Klassen
Joulia Whittleton

REGIONAL WATER COMMITTEE

Councillor Watson
Councillor Neufeld

William Kostiw
John Klassen
Joulia Whittleton

RURAL WATER SERVICES BOARD (Terms of Reference)

Councillor J. Driedger
Deputy Reeve Sarapuk
Councillor D. Driedger

Beth Kappelar (Oct. 2010)
Daryl Zielsdorf (Oct. 2010)
Richard Marshall (Oct. 2010)

William Kostiw
John Klassen

SUBDIVISION & DEVELOPMENT APPEAL BOARD (Bylaw 079/97)

Councillor Toews
Deputy Reeve Sarapuk (alt)

Richard Marshall (Oct. 2008)
Wally Schroeder (Oct. 2008)
Daryl Zielsdorf (Oct. 2008)

Carol Gabriel

UPPER HAY RECREATIONAL HUNTING & FISHING ADVISORY COMMITTEE (Terms of Reference)

Reeve Newman

Mike Kowal (Oct. 2010)
Jake J. Wolfe (Oct. 2010)
Jerry Chomiak (Town of High Level)

William Kostiw (liaison)
Mark Schonken

VETERINARY ADVISORY COMMITTEE (Terms of Reference)

Councillor J. Driedger
Councillor D. Driedger

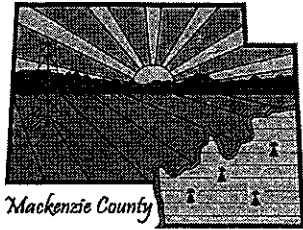
Maarten Braat (Oct. 2010)
Henry G. Friesen (Oct. 2010)
Joe Peters (ASB Rep) (Oct. 2010)
Roger Toews (Grazing Reserve Rep)

Grant Smith

WEED CONTROL APPEAL BOARD

All Council (except ASB members)

William Kostiw



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Organizational Council Meeting
Meeting Date:	October 29, 2008
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Appointment of Members at Large to County Boards/Committees

BACKGROUND / PROPOSAL:

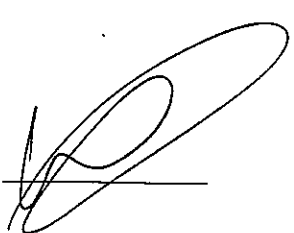
See attached summary along with the letters of application to the various County boards and committees.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

Appointments to be made by Council to the various Boards and Committees.

Author: C. Gabriel Review By: _____ CAO 

late applications
not accepted

Oct 28/2008

Attention

Carol Gabriel

I would like to put my
name forward as a board
member for Mackenzie Housing

Pat Jones

C. A. Travers

Fax 780 927 4266

Carol Gabriel

From: Al Hoggan [alhoggan@hotmail.com]
Sent: Wednesday, October 29, 2008 9:21 AM
To: Carol Gabriel; Ray Toews
Subject: committee

Dear Ms. Gabriel,

I would be pleased to let my name stand for any of the committee work. In particular, I would be interested in the Veterinarian Advisory Board but am willing to participate wherever there is a need.

Thank you and Regards,

Al Hoggan
927-2379
821-3014

10/29/2008

**MEMBERS AT LARGE APPOINTMENTS
TO VARIOUS COUNTY BOARDS/COMMITTEES
OCTOBER 2008**

Municipal Planning Commission (1 Year Term)

3 Positions Available (High Level, La Crete, Fort Vermilion – if possible)

- Jack Eccles (La Crete)
- Wally Schroeder (La Crete)
- Daryl Zielsdorf (Fort Vermilion)
- Manfred Gross (Fort Vermilion)
- Beth Kappelar (High Level Rural)

Mackenzie Housing Management Board (1 Year Term)

4 Positions Available (2-La Crete, 2-Fort Vermilion)

- Dave Neufeld (La Crete)
- Wally Schroeder (La Crete)
- Daryl Zielsdorf (Fort Vermilion)
- Jim Thompson (Fort Vermilion)
- Al Toews (FV)

Assessment Review Board (One Year Term)

3 Positions Available (one is an alternate)

- Wally Schroeder (La Crete)
- Daryl Zielsdorf (Fort Vermilion)

Subdivision & Development Appeal Board (One Year Term)

3 Positions Available (one is an alternate)

- Wally Schroeder (La Crete) – only if not successful on the MPC

Mackenzie Library Board (Three Year Term)

1 Position Available

Al Hoggan

Carol Gabriel

From: Al Hoggan [alhoggan@hotmail.com]
Sent: Wednesday, October 29, 2008 9:21 AM
To: Carol Gabriel; Ray Toews
Subject: committee

Dear Ms. Gabriel,

I would be pleased to let my name stand for any of the committee work. In particular I would be interested in the Veterinarian Advisory Board but am willing to participate wherever there is a need.

Thank you and Regards,

Al Hoggan
927-2379
821-3014

10/29/2008



Oct 28/2008

Attention

Carol Gabriel

I would like to put my
Mama forward as a board
member for Mckenzie Housing

Bob Jones

B. A. Towns

Fax 780 927 4266

Oct 18 2008.

Attention: Carol Gabriel

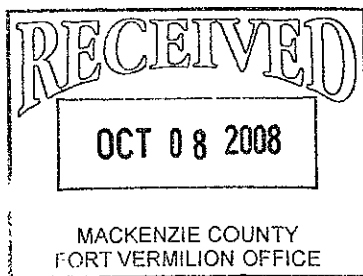

I, Manfred Gross am willing to let my name stand for Municipal planning Commission.

Previous experience:

- (1) Mackenzie Applied Research Association
(presently director)
- (2) Applied Research and Extension Council
of Alberta (presently director)
- (3) Municipal Planning Commission
- (4) Various church boards ect.

Thank you for your consideration

Manfred Gross



Jack A. Eccles, CRA

10510 -- 106 Street, Box 823
1, a Crete, Alberta T0H 2H0
Phone 780-926-6317 Fax 780-928-4067
Email: jeccles@nlgas.net

October 7, 2008

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

Attention: Carol Gabriel, Executive Assistant

Dear Mrs. Gabriel

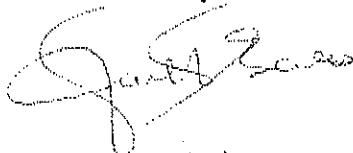
Re: Municipal Planning Commission

Please accept this letter as my application for the position of member of the Municipal Planning Commission.

Over the past two years I have served on the Municipal Planning Commission and I have enjoyed the opportunity to work with the planning staff. I fully support the County being developed in an orderly manner. I believe my experience with Northern Lights Gas Co-op Ltd. as well as being a Real Estate Broker and a Residential Appraiser have given me insight into the necessity of proper planning.

Thank you for your consideration.

Yours truly,



Jack A. Eccles

Oct 03/08

TO CAROL GABRIEL, EXECUTIVE ASSISTANT
MACKENZIE COUNTY - P.O. Box 640
FT VERMILION AB. T0H-1N0
PH 7-3718 FAX 7-4266

FROM DAVE NEUFELD
Box 406 HA-CRETE AB
T0H-2H0

I WOULD LIKE TO LET MY NAME
STAND FOR THE POSITION OF THE
MACKENZIE HOUSING MANAGEMENT
BOARD FOR THE HA-CRETE AREA.
I'V SERVED ON THIS POSION FOR 3-YRS.
AND THINK I CAN HELP IN THIS AREA.

THANK YOU
D. Neufeld

Carol Gabriel

From: Country Gardens B&B [dziels@incentre.net]
Sent: Monday, September 29, 2008 9:37 AM
To: Carol Gabriel
Subject: Board appointments

Hello Carol,
I would like to let my name stand for the following Boards;
Mackenzie Planning Commission, Mackenzie Housing Management Board & Assessment Review Board.

Regards

Daryl Zielsdorf

Sept 23/08

Mackenzie County
Fort Vermilion, Ab

Attention: Carol Gabriel

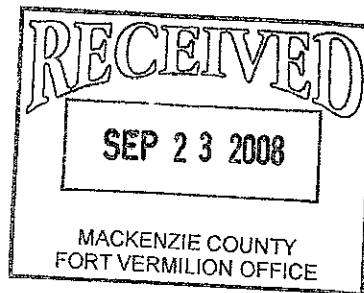
Dear Carol,

Please accept this as my application to Mackenzie County Council to continue to serve on the Municipal Planning Commission. After having served on this board for the past year, I feel that I am gaining a greater understanding of the process, and also feel that the board, as a whole, is working well together. With work now commencing on the new Municipal Development Plan, I believe that continuity on the MPC Board would be of great benefit to the County.

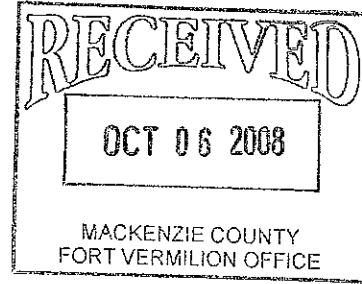
Thank you for your consideration,



Beth Kappelar
Box 1666
High Level, AB
TOH IZO



Wally Schroeder
Box 1166
La Crete, Alberta
T0H 2H0
Phone: 780-928-2055



October 6, 2008

Executive Assistant
Mackenzie County
P.O. Box 640
Fort Vermilion, Alberta
T0H 1N0

To The Mackenzie County Council:

I am again applying to serve on several of the boards which the Council fills annually at its October organizational meeting. They are the following in order of priority:

- 1) Municipal Planning Commission
- 2) Mackenzie Housing Management Board
- 3) Assessment Review Board
- 4) Subdivision and Development Appeal Board (if not placed on the Municipal Planning Commission)

1) My first priority is to serve on the Municipal Planning Commission. Serving on the Subdivision and Development Appeal Board for the past 7 years gives me some experience in the area of municipal planning which I can bring to this commission.

2) I am willing to continue serving on the Mackenzie Housing Management Board on which I have served the past 9 years and chaired for 8 years. As a result of this position, I have also served on the provincial board of directors of the Alberta Senior Citizens Housing Association representing the Peace Zone for the last 4 years.

3) I am willing to continue serving on the Assessment Appeal Board on which I have served for the past 8 years.

4) If not placed on the Municipal Planning Commission, I am willing to continue serving on the Subdivision and Development Appeal Board.

Please inform me at your convenience, as to your decision regarding my status on these 4 boards. My phone numbers are 780 928-2055 and 780 841-2826 and my email address is wallys@fvsd.ab.ca

Thank you for considering my applications.

Sincerely yours;

Wally Schroeder

Carol Gabriel

From: James Thompson [James.Thompson@gov.ab.ca]
Sent: Tuesday, October 14, 2008 12:20 PM
To: Carol Gabriel
Cc: jim.thompson@siscanada.ca
Subject: MHMB - Email of Intent (In Camera)
Importance: High

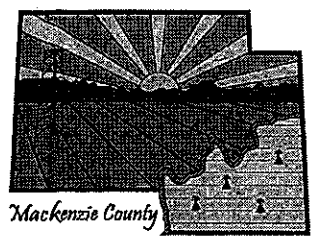
Good Morning Carol;
Please except this email of my intentions to let my name stand for another term with Mackenzie Housing Management Board. Please pass this along to Council for their perusal during their organizational meeting.

Jim Thompson
Operational Services III
ASRD FPD Upper Hay
P.O. Bag 900 c/o Airport Rd.
High Level, AB. T0H-1Z0

10/15/2008

Phone: (780) 926-5428 Fax: (780) 926-3253
Cell: (780) 841-4000
Email: james.thompson@gov.ab.ca

This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify the system manager. This message contains confidential information and is intended only for the individual named. If you are not the named addressee you should not disseminate, distribute or copy this e-mail.



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Organizational Council Meeting
Meeting Date:	October 29, 2008
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Appointment of Council Representatives to Other Committees

BACKGROUND / PROPOSAL:

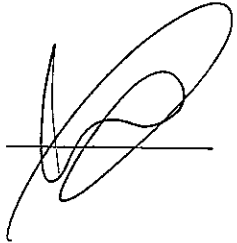
See attached current list of Council representatives.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

Appointments to be made by Council for period the October 29, 2008 to October 2009.

Author: C. Gabriel Review By: _____ CAO 



MACKENZIE COUNTY
OTHER COMMITTEES WITH COUNTY REPRESENTATION
2007 – 2008

CARIBOU MOUNTAINS WILDLAND ADVISORY COMMITTEE

Reeve Newman
Councillor Watson (alt)

FCSS

HAY ZAMA BISON ADVISORY COMMITTEE

Councillor Wardley (appointed 24-Sep-08)

HAY ZAMA COMMITTEE

Councillor Neufeld
Councillor Watson
Councillor Froese (alt)

HAY ZAMA TOURISM SUB-COMMITTEE

Councillor Neufeld
Councillor Watson
Councillor Braun

HIGH LEVEL AIRPORT COMMITTEE

Councillor Toews

HIGH LEVEL FORESTS PUBLIC ADVISORY COMMITTEE

Deputy Reeve Sarapuk

HIGH LEVEL & DISTRICT RECREATIONAL ADVISORY COMMITTEE

Councillor Watson
Deputy Reeve Sarapuk (alt)

MACKENZIE ECONOMIC DEVELOPMENT CORPORATION

Councillor J. Driedger

MACKENZIE REGIONAL WASTE MANAGEMENT

Councillor Braun
Councillor Watson

**MIGHTY PEACE TOURIST ASSOCIATION
(INCL. DEH CHO TRAVEL CONNECTION)**

Councillor Braun

NORTHERN LIGHTS FOREST EDUCATION SOCIETY

Deputy Reeve Sarapuk

MACKENZIE APPLIED RESEARCH ASSOCIATION

Member appointed by ASB

NAIT INDUSTRY ADVISORY COMMITTEE

Councillor J. Driedger

NORTHWEST CORRIDOR DEVELOPMENT CORPORATION

Councillor Froese
Councillor Neufeld
Councillor Wardley
William Kostiw

PARTNERS IN PREVENTION COMMITTEE

Councillor Wardley

RECREATION BOARDS

Fort Vermilion – Councillor Toews
La Crete – Councillor Braun
Zama City – Councillor Wardley

REGIONAL ECONOMIC DEVELOPMENT INITIATIVE (REDI)

Councillor D. Driedger
Deputy Reeve Sarapuk

REDI RECREATIONAL STUDY SUB-COMMITTEE

Councillor Braun

REDI TOURISM SUB-COMMITTEE

Councillor Braun

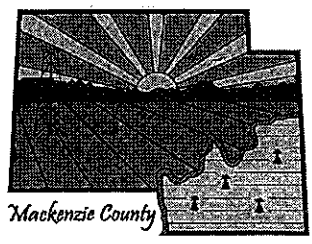
REGIONAL HEALTH PROFESSIONAL RETENTION COMMITTEE

Councillor J. Driedger

VETERINARY SERVICES INCORPORATED

Deputy Reeve Sarapuk
Councillor D. Driedger (alt)

FCSS boards



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Organizational Council Meeting
Meeting Date:	October 29, 2008
Presented By:	William Kostiw, Chief Administrative Officer
Title:	2008-09 Council Meeting Dates

BACKGROUND / PROPOSAL:

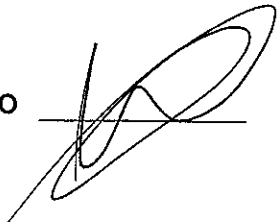
Attached are the recommended Council meeting dates for December 2008 to December 2009. Generally the dates fall on the second Tuesday and the fourth Wednesday of the month with some exceptions. Please review the attached suggested meeting dates.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

That the Regular Council meetings for the period December 2008 to December 2009 be scheduled as follows.







Author: C. Gabriel Review By: _____ CAO 

Date	Location	Time
Tuesday, December 9, 2008	Fort Vermilion	10:00 a.m.
Tuesday, January 13, 2009	Fort Vermilion	10:00 a.m.
Wednesday, January 28, 2009	Fort Vermilion	4:00 p.m.
Tuesday, February 10, 2009	Fort Vermilion	10:00 a.m.
Wednesday, February 25, 2009	Fort Vermilion	4:00 p.m.
Tuesday, March 10, 2009	Fort Vermilion	10:00 a.m.
Thursday, March 26, 2009	Fort Vermilion	4:00 p.m.
Tuesday, April 7, 2009	Fort Vermilion	10:00 a.m.
Wednesday, April 22, 2009	Fort Vermilion	4:00 p.m.
Tuesday, May 12, 2009	Fort Vermilion	10:00 a.m.
Wednesday, May 27, 2009	Fort Vermilion	4:00 p.m.
Tuesday, June 9, 2009	Fort Vermilion	10:00 a.m.
Wednesday, June 24, 2009	Fort Vermilion	4:00 p.m.
Tuesday, July 7, 2009	Fort Vermilion	10:00 a.m.
Wednesday, July 22, 2009	Fort Vermilion	4:00 p.m.
Tuesday, August 11, 2009	Fort Vermilion	10:00 a.m.
Wednesday, August 26, 2009	Fort Vermilion	4:00 p.m.
Tuesday, September 8, 2009	Fort Vermilion	10:00 a.m.
Wednesday, September 23, 2009	Fort Vermilion	4:00 p.m.
Tuesday, October 13, 2009	Fort Vermilion	10:00 a.m.
Wednesday, October 28, 2009	Fort Vermilion	4:00 p.m.
Tuesday, November 10, 2009	Fort Vermilion	10:00 a.m.
Wednesday, November 25, 2009	Fort Vermilion	4:00 p.m.
Tuesday, December 8, 2009	Fort Vermilion	10:00 p.m.
Wednesday, December 23, 2009	Fort Vermilion	4:00 p.m.

Locations

Author: C. Gabriel Reviewed By: CAO

2008

-  Council Meetings
-  Budget Meetings
-  Statutory Holidays
-  Mennonite Holidays
-  Orthodox Holidays
-  AAMDC Convention

January

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

February

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	

March

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

April

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

May

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

June

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

July

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

August

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

September

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	







November

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

December

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

2009

-  Council Meetings
-  Budget Meetings
-  Statutory Holidays
-  Mennonite Holidays
-  Orthodox Holidays
-  AAMDC Convention

January

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

February

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

March

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

July

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October

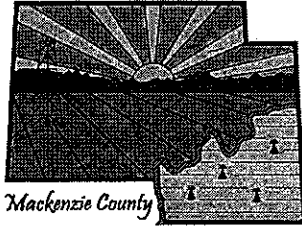
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Organizational Council Meeting
Meeting Date:	October 29, 2008
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Organizational Chart

BACKGROUND / PROPOSAL:

A draft current organizational chart is attached for review and discussion.

OPTIONS & BENEFITS:

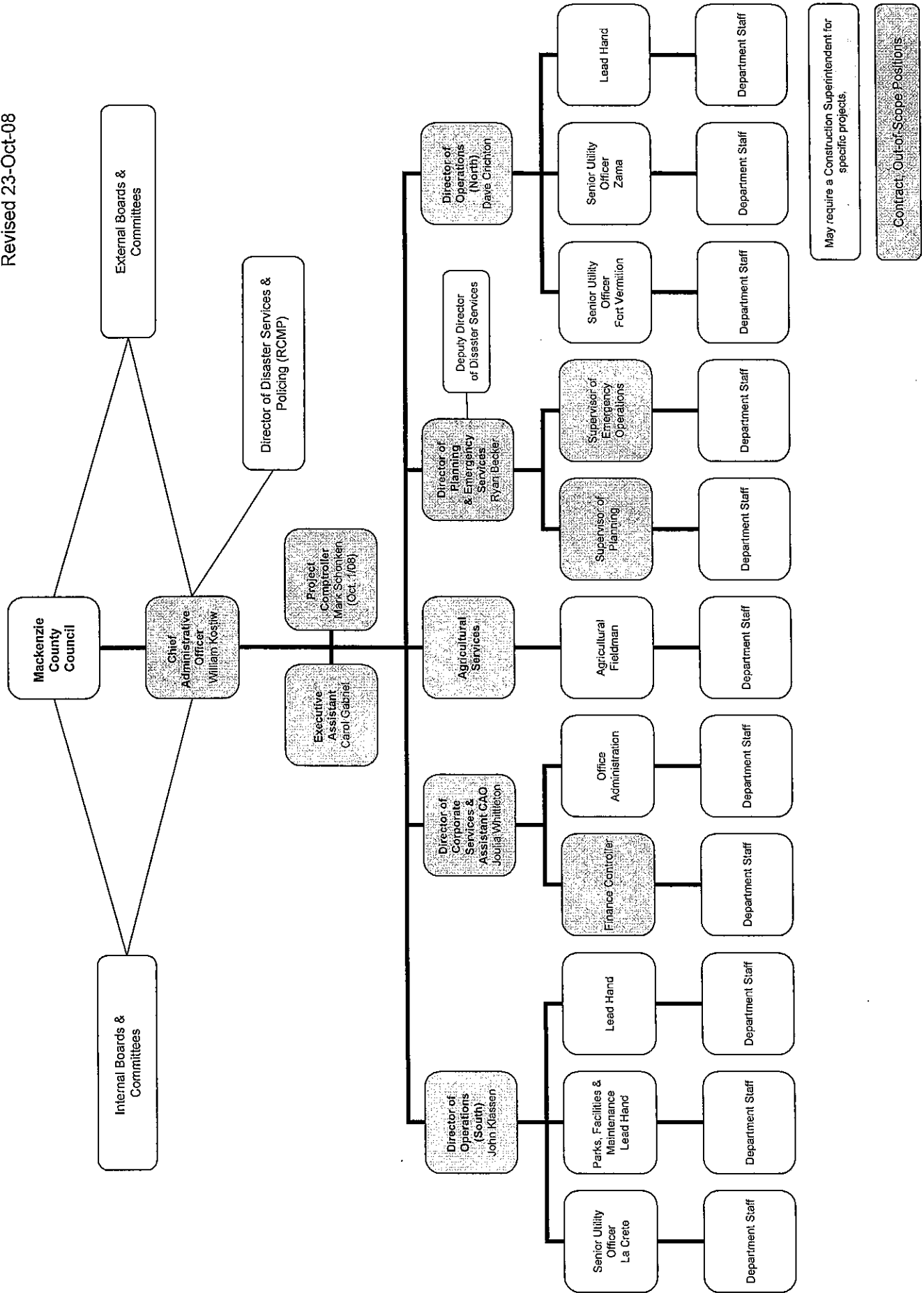
COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

For discussion.

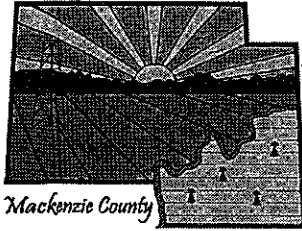
Author: C. Gabriel Reviewed By: _____ CAO 

DRAFT Corporate Structure
Revised 23-Oct-08



May require a Construction Superintendent for specific projects.

Contract/Out-of-Scope Positions



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Organizational Council Meeting
Meeting Date:	October 29, 2008
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Destruction of Ballots

BACKGROUND / PROPOSAL:

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

That all ballots be destroyed.

Author: C. Gabriel Reviewed By: _____ CAO 

