

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Tuesday, December 14, 2010
8:30 a.m.**

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

AGENDA

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CALL TO ORDER:	1.	a)	Call to Order	
AGENDA:	2.	a)	Adoption of Agenda	
ADOPTION OF PREVIOUS MINUTES:	3.	a)	Minutes of the November 24, 2010 Special Council (Budget) Meeting	9
		b)	Minutes of the November 24, 2010 Regular Council Meeting	15
BUSINESS ARISING OUT OF THE MINUTES:	4.	a)		
		b)		
DELEGATIONS:	5.	a)	Mike Kozij, Sustainable Resource Development	
		b)		
		c)		
GENERAL REPORTS:	6.	a)	Mackenzie Housing Management Board Meeting Minutes – September 27, 2010	27
		b)	Parks & Recreation Committee Meeting Minutes – September 28, 2010	35
		c)	Mackenzie County Library Board Meeting Minutes – December 1, 2010	41
PUBLIC HEARINGS:			Public Hearings are scheduled for 11:00 a.m.	

	7.	a)	Bylaw 781-10 Land Use Bylaw Amendment to Rezone Part of SW 7-109-13-W5M from Agricultural District 1 "A1" to Public/Institutional District "HP" (Fort Vermilion Rural)	45
		b)	Bylaw 785-10 Land Use Bylaw Amendment to Rezone Part of SW 6-106-10-W5M from Agricultural District 1 "A1" to Recreation District "REC" (Highway 88 Area)	59
TENDERS:	8.	a)	Buffalo Head Waste Transfer Station Caretaking Tender Opening – 1:00 p.m.	73
COUNCIL COMMITTEE, CAO AND DIRECTORS REPORTS:	9.	a)	Council Committee Reports	
		b)	CAO and Director Reports	77
CORPORATE SERVICES:	10.	a)	2011 Interim Budget	87
		b)	Finance and Investment Report – November 30, 2010	89
		c)	Bylaw 790-10 Water and Sewer Services	103
		d)	Policy FIN028 – Credit Card Use	129
		e)	Finance Committee Terms of Reference	137
		f)	High Level Golf & Country Club – Tax Exemption Request	141
		g)	Mackenzie Housing Management Board	145
		h)	Appointment of Members at Large to County Boards/Committees	151
		i)	Dare to Care Program – Request for Donation	159
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		l)		

OPERATIONAL SERVICES:	11.	a)	Tompkins Crossing	173
		b)	Parks & Recreation Committee Terms of Reference	177
		c)	Road Allowance License Agreement	181
		d)		
		e)		
PLANNING & DEVELOPMENT:	12.	a)	Bylaw 777-10 Subdivision Plan Cancellation Part of SW 25-105-14-W5M (Plan 952 1919, Block 1, Lot 1) (Wilson Prairie Area)	195
		b)	Bylaw 780-10 – Extension and Upgrade to Range Road 15-2 to RV Park (La Crete Rural)	211
		c)	Bylaw 788-10 Land Use Bylaw Amendment to Rezone Part of SW 2-106-15-W5M (Plan 982 3499, Block 1, Lot 1) from Agricultural District 1 “A1” to Rural Industrial District 1 “RI1” (La Crete Rural)	221
		d)	Bylaw 791-10 Land Use Bylaw	235
		e)	Policy DEV02 – Subdivision Refund Policy	241
		f)	Safety Codes Service Contract Review & Comparison	249
		g)		
		h)		
EMERGENCY & ENFORCEMENT SERVICES:	13.	a)		
		b)		
INFORMATION / CORRESPONDENCE:	14.	a)	Information/Correspondence Items	290

**IN CAMERA
SESSION:**

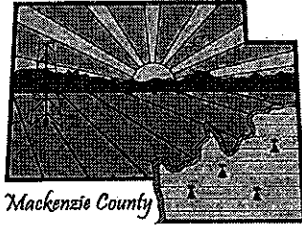
- 15. a) La Crete Airport Land Purchase (La Crete Rural)
- b) Bylaw 783-10 Temporary Road on N ½ 26-104-14-W5M
- c) Wolfe Lake Water Point Lease Agreement
- d) Land Negotiations (SRD)
- e) Dispatch Agreement
- f) Activation Analysis Group
- g)
- h)

**NEXT MEETING
DATE:**

- 16. a) Regular Council Meeting
Tuesday, January 11, 2011
10:00 a.m.
Meeting Room, La Crete County Office

ADJOURNMENT:

- 17. a) Adjournment



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 14, 2010
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Minutes of the November 24, 2010 Special Council (Budget) Meeting

BACKGROUND / PROPOSAL:

Minutes of the November 24, 2010 Special Council (budget) meeting are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

That the minutes of the November 24, 2010 Special Council (budget) meeting be adopted as presented.

Author: C. Gabriel Review by: _____ CAO 

**MACKENZIE COUNTY
SPECIAL COUNCIL (BUDGET) MEETING**

**Wednesday, November 24, 2010
12:00 p.m.**

**Council Chambers
Fort Vermilion, Alberta**

PRESENT:

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

ABSENT:

ADMINISTRATION:

William (Bill) Kostiw	Chief Administrative Officer
Jouliia Whittleton	Director of Corporate Services
John Klassen	Director of Operations (South)
Al Hoggan	Director of Operations (North)
Marion Krahn	Supervisor of Planning

ALSO PRESENT: Members of the public

Minutes of the Special Council (Budget) meeting for Mackenzie County held on November 24, 2010 at the Council Chambers in Fort Vermilion, Alberta.

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

Reeve Neufeld called the meeting to order at 12:32 p.m.

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

MOTION 10-11-1032 **MOVED** by Deputy Reeve Sarapuk

That the agenda be adopted as presented.

CARRIED

**ADOPTION OF
PREVIOUS MINUTES:** 3. a) **None**

DELEGATIONS: 4. a) None

BUSINESS: 5. a) 2010 Operating Budget Documents

Joulia Whittleton provided highlights regarding the 2011 operating budget draft.

The following budget documents were reviewed:

1. Assessment and municipal levy projection

J. Whittleton, Director of Corporate Services stated that a 6.99% decrease is projected in municipal assessment which translates to an 8% decrease in municipal tax levy revenue (using 2010 municipal rates).

2. 2011 Operating Budget

J. Whittleton, Director of Corporate Services provided highlights of the assumptions that were made during the draft budget preparation:

- Municipal tax revenue is calculated using 2010 tax rates.
- Level of service remains status quo.
- Level of staff remains status quo.
- Wages and salaries for staff are calculated at the negotiated increase as per the Collective Agreement.
- The Legislative Department budget reflects changes in honorariums as per the approved bylaw.
- Grants to local governments reflect the estimated amounts as per the signed agreements with the Towns of High Level and Rainbow Lake.
- Gravel will be crushed for a three-year supply.
- Grants to other organizations budgets include same amounts as in 2010 for comparative purposes and will be adjusted subsequent to the applications review and approval by Council.

The 2011 operating budget is projected to increase by 6%.

The 2011 Draft Budget draft statement of operations was reviewed; long term debt schedule was reviewed; the projected restricted surplus (reserves) balance was reviewed and discussed.

3. Water Rate Review

J. Whittleton, Director of Corporate Services presented the water and sewer rate calculations based on the projected 2011 figures

(consumptions, operating expenses, long-term debt payments). The calculations of break-even rates and 75% recovery rates were reviewed and discussed.

S/Sgt. Tom Love, RCMP joined the meeting at 2:30 p.m. and provided an update on the enhanced policing program. S/Sgt. Love left the meeting at 2:50 p.m.

The Reeve recessed the meeting at 2:50 p.m. and reconvened the meeting at 2:58 p.m.

MOTION 10-11-1033

MOVED by Councilor Bateman

That administration brings a draft Water & Sewer Services Bylaw with a 14% increase in the consumption rates (from \$2.13 to \$2.43 for treated water rate and from \$1.49 to \$1.70 for raw water rate).

CARRIED

4. Grants to Other Organizations

A summary of the requested grants was presented.

Council discussed providing a 2% increase for the Mackenzie Regional Library Board, 2.5% increase in the operating grants to the local recreation boards, and distribution of the FCSS grant proportionate to the provincial grant increase (inclusive of the County's share as required by the province).

Review of the other non-profit groups' requests was tabled to the next meeting.

NEXT MEETING DATE:

Special Council (Budget) Meeting
Monday, December 13, 2010
1:00 p.m.
Council Chambers, Fort Vermilion, AB

ADJOURNMENT:

16. a) Adjournment

MOTION 10-11-1034

MOVED by Councillor J. Driedger

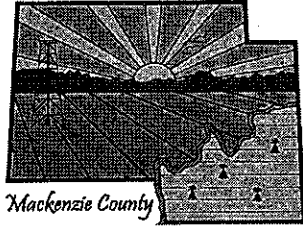
That the Special Council meeting be adjourned at 3:50 p.m.

CARRIED

These minutes will be presented for approval at the December 14, 2010 Regular Council Meeting.

Bill Neufeld
Reeve

William Kostiw
Chief Administrative Officer



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 14, 2010
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Minutes of the November 24, 2010 Regular Council Meeting

BACKGROUND / PROPOSAL:

Minutes of the November 24, 2010 Regular Council meeting are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

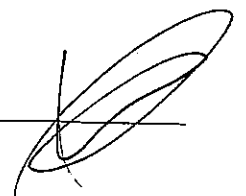
RECOMMENDED ACTION:

That the minutes of the November 24, 2010 Regular Council meeting be adopted as presented.

Author: C. Gabriel

Review by: _____

CAO _____



**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Wednesday, November 24, 2010
4:00 p.m.**

**Council Chambers
Fort Vermilion, Alberta**

PRESENT:

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

ABSENT:

ADMINISTRATION:

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

ALSO PRESENT: Members of the media and the public.

Minutes of the Regular Council meeting for Mackenzie County held on November 24, 2010 at the Council Chambers in Fort Vermilion, Alberta.

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

Reeve Neufeld called the meeting to order at 4:11 p.m.

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

MOTION 10-11-1035 **MOVED** by Councillor Wardley

That the agenda be adopted with the following additions:

11. c) Drainage Ditch Agreements
12. e) Bylaw 783-10 Temporary Road within N ½ 26-104-14-W5M to Part of SE 26-104-14-W5M (Plan 002 3789, Block 1, Lot 1) (Savage Prairie Area)

CARRIED

**ADOPTION OF
PREVIOUS MINUTES:**

3. a) Minutes of the November 9, 2010 Regular Council Meeting

MOTION 10-11-1036

MOVED by Councillor Bateman

That the minutes of the November 9, 2010 Regular Council meeting be adopted as presented.

CARRIED

**BUSINESS ARISING
OUT OF THE MINUTES:**

4. a) None

DELEGATIONS:

5. a) None

GENERAL REPORTS:

6. a) None

PUBLIC HEARINGS:

7. a) None

TENDERS:

8. a) None

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

9. a) None

**CORPORATE
SERVICES:**

10. a) Bylaw 786-10 Honorariums and Expenses

MOTION 10-11-1037
(requires 2/3)

MOVED by Councillor Braun

That first reading be given to Bylaw 786-10 being a bylaw for the honorariums and related expense reimbursement for Councillors and approved committee members as amended.

CARRIED

MOTION 10-11-1038
(requires 2/3)

MOVED by Councillor Derksen

That second reading be given to Bylaw 786-10 being a bylaw for the honorariums and related expense reimbursement for Councillors and approved committee members as amended.

CARRIED

MOTION 10-11-1039
(requires unanimous)

MOVED by Councillor J. Driedger

That consideration be given to go to third reading of Bylaw 786-10 being a bylaw for the honorariums and related expense reimbursement for Councillors and approved committee members.

CARRIED UNANIMOUSLY

MOTION 10-11-1040
(requires 2/3)

MOVED by Councillor J. Driedger

That third reading be given to Bylaw 786-10 being a bylaw for the honorariums and related expense reimbursement for Councillors and approved committee members as amended.

CARRIED

10. b) Bylaw 787-10 Amending Bylaw 726-09 Utility Infrastructure Charge

MOTION 10-11-1041

MOVED by Deputy Reeve Sarapuk

That first reading be given to Bylaw 787-10 being an amending bylaw to Bylaw 726-09 Utility Infrastructure Charge in the Hamlet of Fort Vermilion.

CARRIED

MOTION 10-11-1042

MOVED by Councillor Braun

That second reading be given to Bylaw 787-10 being an amending bylaw to Bylaw 726-09 Utility Infrastructure Charge in the Hamlet of Fort Vermilion.

CARRIED

MOTION 10-11-1043
(requires unanimous)

MOVED by Councillor Bateman

That consideration be given to go to third reading of Bylaw 787-10 being an amending bylaw to Bylaw 726-09 Utility Infrastructure Charge in the Hamlet of Fort Vermilion.

CARRIED UNANIMOUSLY

MOTION 10-11-1044

MOVED by Deputy Reeve Sarapuk

That third reading be given to Bylaw 787-10 being an amending bylaw to Bylaw 726-09 Utility Infrastructure Charge in the Hamlet of Fort Vermilion.

CARRIED UNANIMOUSLY

10. c) Policy ADM016 – Years of Service Awards Program for Councillors, Board and Committee Members

MOTION 10-11-1045
(requires 2/3)

MOVED by Councillor Braun

That Policy ADM016 Years of Service Awards Program for Councillors, Board and Committee Members be approved as amended.

CARRIED

10. d) Town of High Level – 2011 Capital Projects Request

MOTION 10-11-1046
(requires 2/3)

MOVED by Councillor Flett

That the Town of High Level 2011 capital projects request be TABLED to the capital budget discussions.

CARRIED

10. e) Help Yourself Support Group

MOTION 10-11-1047

MOVED by Councillor Derksen

That the Help Yourself Support Group be received for information.

CARRIED

MOTION 10-11-1048

MOVED by Councillor J. Driedger

That Gertrude Bueckert, chairperson of the Help Yourself Support Group, be invited to attend the next council meeting.

CARRIED

MOTION 10-11-1049

MOVED by Councillor Braun

That Bylaw 192/99 being a bylaw to regulate traffic be brought to the next council meeting for review.

CARRIED

10. f) Northeast Community Adult Learning Council – Council Representation

MOTION 10-11-1050

MOVED by Councillor Jorgensen

That administration be instructed to bring back a Terms of Reference for council representation on Community Adult Learning Councils.

CARRIED

10. g) Council Workshop

MOTION 10-11-1051

MOVED by Councillor Wardley

That the council workshop be received for information.

CARRIED UNANIMOUSLY

**OPERATIONAL
SERVICES:**

11. a) Resource Roads

MOTION 10-11-1052

MOVED by Councillor Wardley

That the County continue with the resource road applications using last year's data.

CARRIED

11. b) Equipment Purchases & Sales

MOTION 10-11-1053

MOVED by Councillor J. Driedger

That the equipment purchases and sales be deferred to the capital budget discussions and that administration investigate the local sale vs. buy-back option for graders.

CARRIED

11. c) Drainage Ditch Agreements (ADDITION)

MOTION 10-11-1054

MOVED by Councillor Braun

That the County contribute \$5,000.00 for the construction of a drainage channel on SE 29-106-15-W5M (Henry Klassen) in accordance with Alberta Environment specifications with funding coming from the operating budget as recommended by the Agriculture Service Board.

CARRIED

**PLANNING AND
DEVELOPMENT:**

**12. a) Bylaw 785-10 Land Use Bylaw Amendment to
Rezone Part of SW 6-106-10-W5M from
Agricultural District 1 "A1" to Recreation District
"REC"(Highway 88 Area)**

MOTION 10-11-1055

MOVED by Councillor Wardley

That first reading be given to Bylaw 785-10, being a Land Use Bylaw amendment to rezone Part of SW 6-106-10-W5M from Agricultural District 1 "A1" to Recreation District "REC".

CARRIED

12. b) La Crete Airport Preliminary Layout

MOTION 10-11-1056

MOVED by Councillor Wardley

That the preliminary internal lot layout for the La Crete Airport, Part of S ½ 1-106-15-W5M (Plan 852 1266, Block OT), be approved and that administration be instructed to bring back options of selling vs. leasing.

CARRIED

12. c) Safety Codes Service Contract

MOTION 10-11-1057

MOVED by Councillor D. Driedger

That Mackenzie County retain municipal accreditation.

Councillor J. Driedger requested a recorded vote:

In Favor:

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

Opposed:

Councillor J. Driedger

CARRIED

MOTION 10-11-1058

MOVED by Councillor Wardley

That administration be directed to review the Safety Codes Service Proposals and present their findings at the December 14, 2010 Council Meeting at which time the contract may be awarded.

CARRIED UNANIMOUSLY

12. d) Development Statistics Report January to September Comparison (2008 – 2010)

MOTION 10-11-1059

MOVED by Councillor Braun

That the Development Statistics Report be received for information.

CARRIED

12. e) Bylaw 783-10 Temporary Road within N ½ 26-104-14-W5M to Part of SE 26-104-14-W5M (Plan 002 3789, Block 1, Lot 1) (Savage Prairie Area) (ADDITION)

MOTION 10-11-1060

MOVED by Councillor D. Driedger

That third reading be given to Bylaw 783-10, being a temporary road dedication bylaw for the existing roadway through the N ½ 26-104-14-W5M for the purpose of access to Part of Se 26-104-14-W5M (Plan 002 3789, Block 1, Lot 1).

CARRIED UNANIMOUSLY

MOTION 10-11-1061

MOVED by Councillor Wardley

That administration proceed with registering the road plan as per Bylaw 783-10.

CARRIED UNANIMOUSLY

**EMERGENCY AND
ENFORCEMENT
SERVICES:**

13. a) None

**INFORMATION/
CORRESPONDENCE**

14. a) Information/Correspondence

MOTION 10-11-1062

MOVED by Councillor Wardley

That the County purchase eight tickets for the Zama 9th annual Christmas dinner & auction fundraiser on December 11, 2010.

CARRIED

MOTION 10-11-1063

MOVED by Deputy Reeve Sarapuk

That two of the Community Sustainability Committee members be authorized to attend the FCM Sustainable Communities conference in Victoria on February 7 – 10, 2011.

CARRIED

MOTION 10-11-1064

MOVED by Councillor Wardley

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

CARRIED

MOTION 10-11-1065

MOVED by Councillor Wardley

That the Reeve and Deputy Reeve and/or delegate be authorized to attend the Emerging Trends in Municipal Law seminar on February 10, 2011 in Edmonton.

CARRIED

Reeve Neufeld recessed the meeting at 5:50 p.m. and reconvened the meeting at 6:15 p.m.

IN CAMERA SESSION:

MOTION 10-11-1066

MOVED by Councillor D. Driedger

That Council move in-camera to discuss issues under the Freedom of Information and Protection of Privacy Regulations 18 (1) at 6:16 p.m.

- 15. a) Veterinary Contract Negotiations
- 15. b) Land Negotiations (SRD)
- 15. c) Personnel
- 15. d) L & P Disposals
- 15. e) Noralta Inn West – 2010 Property Assessment

CARRIED

MOTION 10-11-1067

MOVED by Councillor Derksen

That Council move out of camera at 6:55 p.m.

CARRIED

Councillor Bateman declared herself in conflict of interest and left the meeting.

15. d) L & P Disposals

MOTION 10-11-1068

MOVED by Deputy Reeve Sarapuk

That the waste management contract with L & P Disposals be extended for one year.

CARRIED

Councillor Bateman rejoined the meeting.

MOTION 10-10-1069

MOVED by Deputy Reeve Sarapuk

That a waste management ad hoc task force consisting of Councillor Braun, Councillor J. Driedger, Councillor Derksen, and Councillor Jorgensen review the options for waste management and hauling.

CARRIED

15. a) Veterinary Contract Negotiations

MOTION 10-11-1070

MOVED by Deputy Reeve Sarapuk

That the veterinary contract negotiations be accepted as presented.

CARRIED

15. b) Land Negotiations (SRD)

MOTION 10-11-1071

MOVED by Councillor Flett

That the land negotiations with Sustainable Resource Development be received for information.

CARRIED

15. c) Personnel

MOTION 10-11-1072

MOVED by Councillor Jorgensen

That the personnel update be received for information.

CARRIED

15. e) Noralta Inn West – 2010 Property Assessment

MOTION 10-11-1073

MOVED by Councillor Wardley

That the letter from Noralta Inn West regarding their 2010 property assessment be received for information.

CARRIED

MOTION 10-11-1074

MOVED by Councillor Flett

That the December 14, 2010 council meeting time be changed to 8:30 a.m.

CARRIED

NEXT MEETING DATE:

16. a) Regular Council Meeting
Tuesday, December 14, 2010
8:30 a.m.
County Office, La Crete, AB

ADJOURNMENT:

17. a) Adjournment

MOTION 10-11-1075

MOVED by Councillor D. Driedger

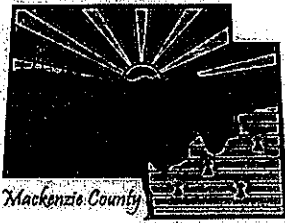
That the Council meeting be adjourned at 7:02 p.m.

CARRIED

These minutes will be presented to Council for approval on December 14, 2010.

Bill Neufeld
Reeve

William Kostiw
Chief Administrative Officer



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 14, 2010
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Mackenzie Housing Management Board Meeting Minutes -- September 27, 2010

BACKGROUND / PROPOSAL:

Information item. The adopted minutes of the September 27, 2010 meetings are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

That the Mackenzie Housing Management Board meeting minutes of September 27, 2010 be received for information.

Author: C. Gabriel

Review By: _____

CAO 

Board Minutes
September 27, 2010

**MACKENZIE HOUSING MANAGEMENT BOARD
REGULAR BOARD MEETING
September 27, 2010 – 10:00 A.M.
Fireside Room – Heimstaed Lodge**

In Attendance: George Friesen, Chair
Ray Toews, Vice Chair
Dave Neufeld
Ellis Forest
Peter Wieler
Jack Eccles
Shirley Rechlo – via tele-conference

Regrets: Daryl Zielsdorf
Norm Van Vliet
Abe Peters

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

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

Agenda: Approval of Agenda

10-143 Moved by Ellis Forest

That the agenda be amended to include:

Add: 2.1 Delegation

Add: 8.1 Personnel

Change 8.1 to 8.2 Board Evaluation

Change 8.2 to 8.3 CAO Evaluation

Carried

Janet M-Davy entered the meeting at 10:12 a.m.

Minutes: August 23 & 24, 2010 Board Meeting

10-144 Moved by Dave Neufeld

That the minutes of the August 23 & 24, 2010 regular Board meeting be approved as distributed.

Carried

Reports: CAO Report

10-145 Moved by Jack Eccles

That the Chief Administrative Officer report be accepted for information.

Carried

Financial Reports Housing – August 31, 2010

10-146 Moved by Ray Toews

That the August 31, 2010 Housing financial report be accepted for information.

Carried

Lodge – August 31, 2010

10-147 Moved by Dave Neufeld

That the August 31, 2010 Lodge financial report be accepted for information.

Carried

Assisted Care – August 31, 2010

10-148 Moved by Peter Wieler

That the August 31, 2010 Assisted Care financial report be accepted for information.

Carried

Arrears Report

10-149 Moved by Ellis Forest

That the August 2010 arrears report be received for information.

Carried

Chairman Friesen recessed the regular board meeting at 11:16 a.m.

Chairman Friesen reconvened the regular board meeting at 11:26 a.m.

New Business:

Housing Budget

10-150 Moved by Jack Eccles

That the proposed 2011 housing budget be submitted to Alberta Housing for approval.

Carried

Operational Review

10-151 Moved by Peter Wieler

That the final report on the operational review conducted by Alberta Housing be received for information.

Carried

Eviction Policy

10-152

Moved by Ray Toews

That the eviction policy be received for information.

Carried

Seniors Lodge Feasibility Study

10-153

Moved by Ellis Forest

That the Seniors Lodge Feasibility Study be received for information.

Carried

Delegation:

Chairman Friesen welcomed the staff of the Heimstaed Lodge to the meeting at 11:27 a.m.

Staff discussed with the board their concerns regarding assisted living.

Chairman Friesen thanked the delegation and they left the meeting at 12:25 p.m.

Information Items:

10-154

Moved by Peter Wieler

That the following items be accepted for information:

Bank reconciliation for August 2010
SRHI Conditional Grant Funding Agreement
Letter to Minister
News Release

Carried

Chairman Friesen recessed the regular board meeting for lunch at 12:30 p.m.

Chairman Friesen reconvened the regular board meeting at 1:08 p.m.

In Camera

Personnel
Board Evaluation
Chief Administrative Officer

10-155

Moved by Ellis Forest

That consideration be given to move in camera at 1:09 p.m.

Carried

10-156

Moved by Ellis Forest

That consideration be given to move out of in-camera at 3:40 p.m.

Health Care Contract

Administration advised that a draft of the proposed health care contract was received, however it had not been reviewed. The contract will be sent to our lawyer for legal review.

Next Meeting Date:

Regular Board Meeting
October 25, 2010 - 10:00 a.m.
Fireside Room – Phase I
Heimstaed Lodge

Adjournment:

10-157

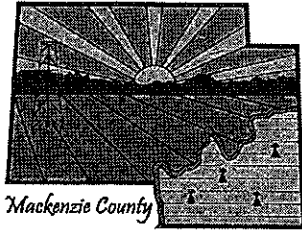
Moved by Peter Wieler

That the board meeting of September 27, 2010 be adjourned at 3:41p.m.

Carried

George Friesen, Chair

Lisa Unruh, Executive Assistant



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 14, 2010
Presented By:	John Klassen, Director of Operations – South
Title:	Parks and Recreation Committee Meeting Minutes September 28, 2010

BACKGROUND / PROPOSAL:

The adopted minutes of the September 28, 2010 Parks and Recreation Committee meeting are attached.

OPTIONS & BENEFITS:

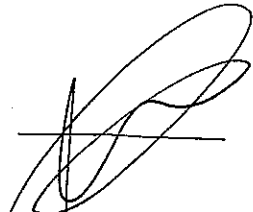
N/A

COSTS & SOURCE OF FUNDING:

N/A

RECOMMENDED ACTION:

That the Parks and Recreation Committee meeting minutes of September 28, 2010 be received for information.

Author: L. Schmidt Reviewed by: _____ CAO 

**MACKENZIE COUNTY
PARKS AND RECREATION COMMITTEE**

**September 28, 2010
12:00 pm**

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

MINUTES

PRESENT:	Lisa Wardley Peter Braun Dicky Driedger	Chair, Councilor Vice Chair, Councilor Councilor
ALSO PRESENT:	John Klassen Lisa Schmidt Colleen Nate Henry Klassen Liane Lambert	Director of Operations, South Public Works Administrative Officer, South Public Works Administrative Officer, North Leadhand – Parks, Playgrounds, Facilities & Solid Waste, South Development Officer, North
ABSENT:	Ray Toews Bill Kostiw Laverne Cardinal	Councilor CAO Leadhand – Parks, Playgrounds, Facilities & Solid Waste, North

CALL TO ORDER:

1. a) Call to Order

Councilor Wardley called the meeting to order at 12:30 pm

AGENDA:

2. a) Adoption of Agenda

MOTION 10-054

MOVED by Councilor Braun

That the agenda be adopted as presented.

CARRIED

John Klassen arrived at 12:35 pm.

MINUTES:

3. a) Adoption of the August 25, 2010 minutes

MOTION 10-055

MOVED by Councilor Braun

That the minutes of August 25, 2010 Parks and Recreation Committee meeting be adopted as presented.

CARRIED

**BUSINESS ARISING
OUT OF THE MINUTES:** 4.

DELEGATIONS: 5.

ACTION LIST: 6. a) Adoption of the August 25, 2010 action list

MOTION 10-056

MOVED by Councilor Driedger

That the action list of the August 25, 2010 Parks and Recreation Committee meeting be adopted as presented.

CARRIED

NEW BUSINESS: 7.

**INFORMATION/
CORRESPONDENCE:** 8. a) North (20) 2011 Parks Operational Budget Submission
b) North (30) 2011 Parks Operational Budget Submission
c) South (40) 2011 Parks Operational Budget Submission
d) Zama (50) 2011 Parks Operational Budget Submission

Councilor Wardley recessed meeting at 1:45 pm.

Councilor Wardley reconvened meeting at 2:05 pm.

Colleen Nate leaves meeting at 2:07 pm.

Colleen Nate returns to meeting at 2:13 pm.

- e) Wadlin Lake Caretakers Suggestions for 2011 Season

MOTION: 10-057

MOVED by Councilor Driedger

That the campground fee schedule be taken back to Council as discussed.

CARRIED

Councilor Wardley recessed meeting at 3:36 pm

Councilor Wardley reconvened meeting at 3:55 pm

ADDITIONAL ITEMS:

9.

NEXT MEETING DATE:

- 10. a) Parks and Recreation Committee Meeting

The next Parks and Recreation Committee meeting is scheduled for November 24, 2010 at 12:00 pm at the Fort Vermilion council chambers.

ADJOURNMENT:

- 11. a) Adjournment

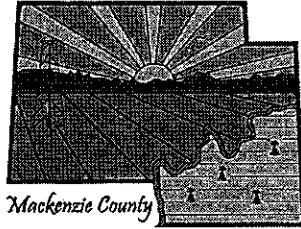
MOTION 10-058

MOVED by Councilor Wardley

That the Parks and Recreation Committee Meeting be adjourned at 4:10 pm.

CARRIED

These minutes were adopted this 23rd day of November, 2010



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 14, 2010
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Mackenzie County Library Board Meeting Minutes – December 1, 2010

BACKGROUND / PROPOSAL:

Information item. The minutes of the December 1, 2010 meeting are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

That the Mackenzie County Library Board meeting minutes of December 1, 2010 be received for information.

Author: C. Gabriel

Review By: _____

CAO

**Mackenzie County Library Board (MCLB)
Regular Meeting
December 1, 2010
Mackenzie County Council Chambers
Fort Vermilion, Alberta**

Present: Lisa Wardley, Wally Schroeder, Daryl Zielsdorf, Lorraine Peters, Beth Kappelar, John W. Driedger ,
La Dawn Dachuk, Dawn Moberly.

1.0 Call to Order: The meeting was called to order by Lisa Wardley at 7:13 p.m.

2.0 Approval of Agenda: Additional item under New Business: Letter from Minister of Municipal Affairs.
MOTION #2010-12-01 John W. Driedger moved the approval of the agenda as revised. **CARRIED**

3.0 Election of Executive Officers: The following positions were filled by acclamation.
Chair: Beth Kappelar Secretary: Wally Schroeder
Vice-Chair: John W. Driedger Treasurer: Lorraine Peters

MOTION #2010-12-02 Lisa Wardley/Daryl Zielsdorf that the 4 executive positions held by Beth Kappelar, John W. Driedger, Wally Schroeder and Lorraine Peters have signing authority for the Mackenzie Country Library Board. **CARRIED**

4.0 Approval of the Minutes:
MOTION #2010-12-03 Dawn Moberly moved the approval of the Sept. 13/10 minutes as presented. **CARRIED**

5.0 Review of Action Items:
Lorraine Peters forwarded the dispersment cheques to member libraries.
Lisa Wardley contacted Carol Gabriel to post the vacant Mackenzie County Library Board position.
Lisa Wardley forwarded the updated budget forms to the member libraries.

6.0 Financial:

6.1 Financial Report as of Nov. 30, 2010 for MCLB:

Total Revenues : \$237,127.51 Total Expenses: \$228,010.48 Ending Balance: \$37,567.60
MOTION #20-12-04 Lisa Wardley/Daryl Zielsdorf moved to accept the financial report as presented. **CARRIED**

6.2 Grande Prairie Library Conference:

MOTION #2010-12-05 Wally Schroeder/John W. Driedger moved to pay the La Crete Library Society Invoice of \$1,298.98 for 2 members to attend the Grande Prairie Library Conference. **CARRIED**

6.3 MCLB 2011 Budget:

MOTION #2010-12-06 Lisa Wardley/La Dawn Dachuk moved that the MCLB request Mackenzie County for a 2% increase to their budget for 2011. **CARRIED**

6.4 Library Society 2011 Budget Requests:

La Crete Library Society	\$ 93,000.00
Fort Vermilion Library Society	\$ 68,000.00
Zama Library Society	\$ 48,000.00
High Level Public Library	<u>\$ 15,500.00</u>
TOTAL	\$224,500.00

6.5 MCLB 2011 Budget:

MCLB Board Budget	\$ 40,000.00 (Includes \$15,000.00 for Regional Programs).
La Crete Library Society	\$ 86,500.00
Fort Vermilion Library Society	\$ 67,500.00
Zama Library Society	\$ 48,000.00
High Level Public Library	<u>\$ 15,500.00</u>
TOTAL	\$256,500.00

MOTION #2010-12-07 Lorraine Peters/Dawn Moberly moved to approve the 2011 MCLB budget based on the approval of funding requested from Mackenzie County and Alberta Community Development. **CARRIED**

7.0 Library Reports:

7.1 La Crete:

- Financial to Dec. 1/10: Income \$98K Expenses \$77K Fundraising Acc. \$37K Savings Acc. \$61K
- Nov. 13/10 Salmon Grill net profit was about \$8,600.00. It sold out and was well received.
- The Christmas Tree and Wreath sales are going well and will net about \$900.00.
- They had an excellent Christmas supper for staff and board members on Nov. 29/10.
- \$9,000.00 was spent on the book buying trip of which \$4,000.00 was for audio visuals.
- The Library conference in Grande Prairie had good speakers and a variety of sessions to choose from.

7.2 Fort Vermilion:

- The Library had a break in Oct. 23/10 which resulted in property damage and stolen equipment and money.
- Debby Bueckert is the head librarian with Glenda Auger assisting.
- Marilyn Eek has returned as treasurer.

7.3 Zama:

- The official opening for their new library is Jan. 17/11.
- They are currently in the process of moving their library to the new building.
- Staffing will increase with the new library.
- Some programming will be offered in conjunction with the rec board.
- The Zama library society needs to recruit 1 more member.

MOTION#2011-12-08 Wally Schroeder/Lisa Wardley moved that a plaque be purchased on behalf of MCLB for the official opening. **CARRIED**

MOTION#2011-12-09 John W. Driedger/La Dawn Dachuk moved that MCLB members attending the official opening have their expenses covered. **CARRIED**

7.4 High Level:

- No report.

8.0 Correspondence:

- The Access copyright agreement was renewed Oct. 29/10.

9.0 Old Business

- None

10.0 New Business

10.1 Website

MOTION#2010-12-10 Lisa Wardley/Lorraine Peters moved that Jim Thompson continue updating the MCLB website at a rate of \$50/month. **CARRIED**

10.2 Fort Vermilion Library Utilities:

- All 2010 utility bills must be submitted to the County by the end of Dec. 2010.

10.3 Board Development:

- A board development session will be planned for Feb. or early March 2011. Lorraine will contact Community Development.

10.4 MCLB Christmas Party:

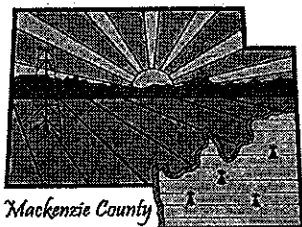
- We will discuss it in Nov. 20/11.

10.11 Letter from Minister of Municipal Affairs:

- The MCLB was asked to submit candidates for the 2nd annual Minister's Awards for Excellence and Innovation in Public Library Service.

11.0 Next Meeting Date and Location: Jan. 10/11 in La Crete County Council Chambers at 7:00 p.m.

12.0 Adjournment: John W. Driedger moved the meeting adjourned at 9:30 p.m.



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 14, 2010
Presented By:	Marion Krahn, Supervisor of Planning and Development
Title:	PUBLIC HEARING Bylaw 781-10 Land Use Bylaw Amendment to Rezone Part of SW 7-109-13-W5M from Agricultural District 1 "A1" to Public/Institutional District "HP" (Fort Vermilion Rural)

BACKGROUND / PROPOSAL:

Bylaw 781-10, being a Land Use Bylaw amendment application to rezone Part of SW 7-109-13-W5M from Agricultural District 1 (A1) to Public/Institutional District (HP), received first reading at the November 9, 2010 Council meeting.

Prior to first reading, the subject Bylaw was also presented to the Municipal Planning Commission (MPC), who made the following motion:

That the Municipal Planning Commission recommendation to Council be for the approval of Bylaw 781-10, being a Land Use Bylaw amendment to rezone Part of SW 7-109-13-W5M from Agricultural District 1 "A1" to Public/Institutional District "HP", subject to public hearing input

The applicants desire to establish a Rehabilitation Center on the lands.

OPTIONS & BENEFITS:

The current zoning district does not allow the proposed use. The proposed HP zoning district includes uses similar to the proposed use and therefore is seen as a suitable zoning for the subject lands. Once the Bylaw is approved by Council, the applicants will be submitting Development Permit(s) related to the proposed use.

The Rehabilitation Center is intended to provide support, hope, and temporary residence for individuals and/or small families for healing from emotional and/or

Author: M. Krahn **Review by:** _____ **CAO:**

additions bondage prior to introduction back into the community. The Center is also intended to teach/encourage good work habits and/or skills and promote healthier thought patterns and positive interaction with others. Mrs. Lambert is a certified Rehabilitation Practitioner.

COSTS & SOURCE OF FUNDING:

All costs will be borne by the applicant.

RECOMMENDED ACTION:

MOTION 1

That second reading be given to Bylaw 781-10, being a Land Use Bylaw amendment to rezone Part of SW 7-109-13-W5M from Agricultural District 1 (A1) to Public/Institutional District (HP).

MOTION 2

That third reading be given to Bylaw 781-10, being a Land Use Bylaw amendment to rezone Part of SW 7-109-13-W5M from Agricultural District 1 (A1) to Public/Institutional District (HP).

Author: M. Krahn Review by: _____ CAO: _____

BYLAW NO. 781-10
BEING A BYLAW OF
MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA
TO AMEND THE
MACKENZIE COUNTY LAND USE BYLAW

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

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

WHEREAS, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to amend the Mackenzie County Land Use Bylaw to accommodate public and institutional uses.

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 SW 7-109-13-W5M

be rezoned from Agricultural District 1 "A1" to Public/Institutional District "HP", as outlined in Schedule "A".

READ a first time this 9th day of November, 2010.

READ a second time this ___ day of _____, 2010.

READ a third time and finally passed this ___ day of _____, 2010.

Bill Neufeld
Reeve

William Kostiw
Chief Administrative Officer

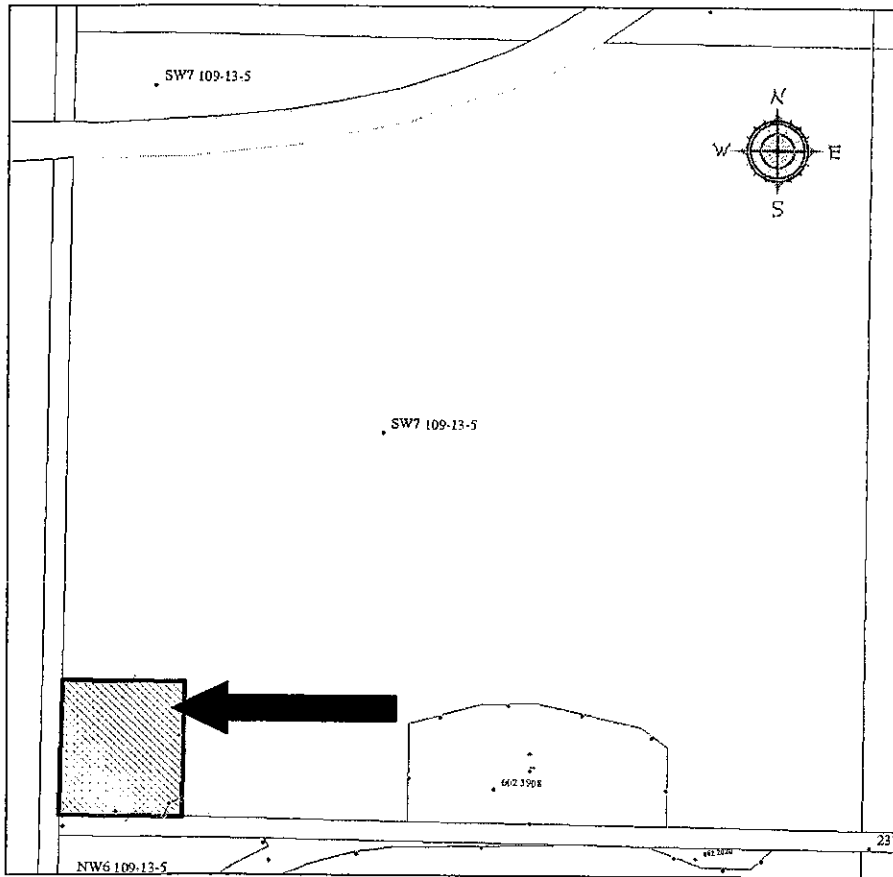
BYLAW No. 781-10

SCHEDULE "A"

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

Part of SW 7-109-13-W5M

west of Fort Vermilion, be rezoned from Agricultural District 1 "A1" to Public/Institutional District "HP".



FROM: Agricultural District 1 "A1"

TO: Public/Institutional District "HP"

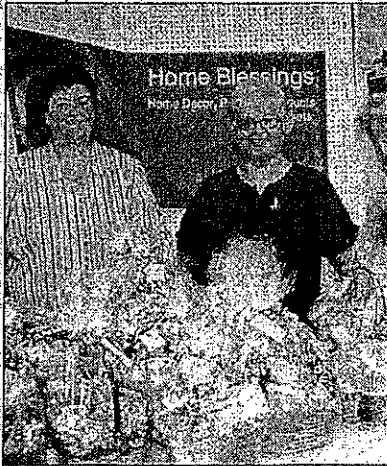
Fort Vermilion Arts Bazaar

Ashley Foley
The annual Fort Vermilion Arts and Crafts Bazaar took place Saturday, November 27 from 11:00 a.m. to 4:00 p.m. at the Community & Cultural Complex. The event was put on by FVSS. The \$15.00 cost for a table went toward FVSS/FCSS programs, and the \$1.00 admission fee went toward the FVSS Christmas Hampers.

There were 47 vendors, according to FVSS, which filled the room with crafts, baked goods, Christmas baskets, home decor, and great gift ideas. Customers flowed in throughout the day at a steady pace, bringing fortune to the Christmas Basket program, FVSS programming and local businesses. Pictures with Santa were also taken at the Complex from 1:00 p.m. to 3:00 p.m.



Locals sold and bought homemade items with the Christmas season in mind.



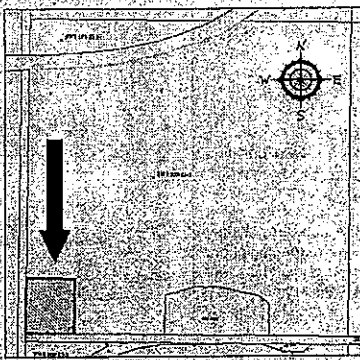
Christmas baskets were available for order and to buy. Home Blessings has recently opened a home decor store at their High Level location.

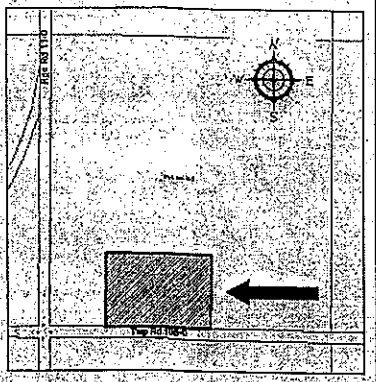


Santa's elf helper bounced his way through the Arts and Crafts Bazaar, recruiting good boys and girls to get their picture taken with Santa.

Mackenzie County
NOTICE TO RESIDENTS
Council meetings have been scheduled as follows:
TUESDAY, DECEMBER 14, 2010
8:30 a.m.
County Office - La Crete, AB
Members of the public are welcome to attend and observe meetings of Council.

Mackenzie County
P.O. Box 640, 4511 46 Avenue
Fort Vermilion, AB T0H 1N0
INVITATION TO TENDER
Buffalo Head Prairie Solid Waste Transfer Station Caretaking Contract
Tender packages may be obtained from the Mackenzie County Office in La Crete.
Sealed tenders will be received at the La Crete Office located at 9205 100 Street or by registered mail to P.O. Box 1690, La Crete, AB T0H 2H0 by 12:00 noon on the 14th day of December, 2010.
If you have any questions, require further information or would like to obtain a tender package, please do not hesitate to contact:
Henry Klassen
Leadhand of Parks, Playgrounds, Facilities and Solid Waste, South
or
Lisa Schmidt
Public Works Administrative Officer, South
Mackenzie County
Phone: 780-928-3983
Fax: 780-928-3636

MACKENZIE COUNTY
NOTICE OF PUBLIC HEARING
PROPOSED LAND USE BYLAW NO. 781-10
Pursuant to the Municipal Government Act, being Chapter M-26 of the Statutes of Alberta, notice is hereby given that the Council of Mackenzie County will hold a public hearing prior to the second reading of Bylaw No. 781-10 for an amendment to Land Use Bylaw No. 462/04. The proposed amendment is:
That the property west of Fort Vermilion known as:
Part of SW 7-109-13-W5M
as highlighted below, be rezoned from Agricultural District 1 "A1" to Public/Institutional District "HP". The intent of this Bylaw is to allow the establishment of a Rehabilitation Center on these lands. The Public/Institutional District "HP" may allow various institutional uses including a Church, Community Club, Day Care Facility, Dwelling in association with a medical facility, Group Home, Hospital, Intensive Recreation, Museum, Parlourage, Professional Office, Public Use, School, Senior Citizen's Home, Portable Classroom Units (Temporary) and Tourist Information Center. (All use definitions as found in the County Land Use Bylaw 462-04.)

The Public Hearing is to be held at 11:00 a.m., Tuesday, December 14th, 2010 in the Mackenzie County office in La Crete. The proposed bylaw may be viewed at the Mackenzie County office in La Crete during regular office hours. Please submit written submissions to the Supervisor of Planning and Development prior to 4:30 p.m., Friday, December 10th, 2010. If you have any questions regarding the hearing, or the bylaw, please call the Supervisor of Planning and Development at 780-928-3983.

MACKENZIE COUNTY
NOTICE OF PUBLIC HEARING
PROPOSED LAND USE BYLAW NO. 785-10
Pursuant to the Municipal Government Act, being Chapter M-26 of the Statutes of Alberta, notice is hereby given that the Council of Mackenzie County will hold a public hearing prior to the second reading of Bylaw No. 785-10 for an amendment to Land Use Bylaw No. 462/04. The proposed amendment is:
That the property east of Highway 88 known as:
Part of SW 6-106-10-W5M
as highlighted below, be rezoned from Agricultural District 1 "A1" to Recreation District "REC". The adoption of this Bylaw may allow various recreational uses including a Campground, Clubhouse, Exhibition Grounds, Extensive Recreation Use, Facilities for interpretive, environmental, education and scientific study, Intensive Recreational Use, Museum, Park, Public Use, Race Track, Retail Store (as associated with the principal use), Recreation Vehicle Park, Rifle/Skeet/Trap Facility, and Tourist Information Facility. (All use definitions as found in the County Land Use Bylaw 462-04.)

The Public Hearing is to be held at 11:00 a.m., Tuesday, December 14th, 2010 in the Mackenzie County office in La Crete. The proposed bylaw may be viewed at the Mackenzie County office in La Crete during regular office hours. Please submit written submissions to the Supervisor of Planning and Development prior to 4:30 p.m., Friday, December 10th, 2010. If you have any questions regarding the hearing, or the bylaw, please call the Supervisor of Planning and Development at 780-928-3983.

7.3 AGRICULTURAL DISTRICT 1 (A1)

CURRENT ZONING

The purposes of this Land Use District are: to conserve land for a wide range of agricultural uses, to minimize the fragmentation of agricultural land, and to limit non-agricultural land uses to those which would not interfere with agricultural practices.

A. PERMITTED USES

- a) Ancillary Building/Use
- b) Bunkhouse
- c) Extensive Agriculture
- d) Garden Suite
- e) Handicraft Business
- f) Home Based Business
- g) Intensive Agriculture (1) and (2)
- h) Farm Building
- i) Mobile Home
- j) Modular Home
- k) Single Detached Dwelling

B. DISCRETIONARY USES

- (a) Abattoir
- (b) Auction Mart
- (c) Autobody
- (d) Bed and Breakfast
- (e) Cemetery
- (f) Church
- (g) Communication Tower
- (h) Confined Feeding Operation
- (i) Contractor's Business
- (j) Farm Subsidiary Business
- (k) Forestry Lookout Tower
- (l) Industrial Camps
- (m) Intensive Recreational Use
- (n) Kennel
- (o) Public use
- (p) Retail Store
- (q) Sewage Lagoon
- (r) Sewage Treatment Plant
- (s) Stripping Top Soil
- (t) Tradesmen's business
- (u) Veterinary Clinic
- (v) Waste Transfer Station
- (w) Water Reservoir or Dugout

C. PARCEL DENSITY

Residential Uses: Three (3) parcels per quarter section, river lot or original titled property with the balance of the quarter section, river lot or original titled property being one of the parcels; with the subdivided parcels being any two of the following:

- a. Existing farmstead or homestead,
- b. Vacant parcel
- c. Fragmented parcel

D. LOT AREA

Country Residential Uses:

Minimum Lot Area: 1.2 hectares (3.0 acres)

Maximum Lot Area: up to 4.05 hectares (10.0 acres) unless:

- a. an existing residence requires the approval of a larger parcel size to meet setback requirements or to include the entire yardsite;
- b. the parcel is fragmented to such a degree that a 4.05 hectares (10.0 acres) subdivision would render the remaining portion of the fragmented parcel difficult or useless for farming; or
- c. the bank of a natural water course or road plan is used as a boundary.

E. NUMBER OF DWELLING UNITS

A maximum of one dwelling unit shall be permitted on each of the following:

- a. a rural subdivision, and
- b. a rural subdivision that is a farmstead or homestead separation, and
- c. the balance of the quarter section

to a maximum of three dwellings on a quarter section, river lot or original titled property.

An additional dwelling unit may be allowed in this land use district if it is a Garden Suite or in accordance with Section 4.9 (Dwelling Units Per Parcel).

F. MINIMUM FRONT YARD SETBACK

- a) Lot fronting on a provincial highway, rural road, or undeveloped road allowance:
 - i. 41.1 metres (135 feet) from right-of-way, or
 - ii. 64 metres (210 feet) from centre line

G. MINIMUM SIDE YARD SETBACK

a) 15.2 metres (50 feet);

b) Unless a corner parcel where the minimum side yard shall be the same as the front yard unless otherwise required by the Development Officer.

H. MINIMUM REAR YARD SETBACK

15.2 metres (50 feet) unless otherwise required by the development Officer

I. LANDSCAPING

In addition to Section 4.23 of this Bylaw, the Development Officer may require any discretionary use to be screened from view with a vegetated buffer strip and/or other screening of a visually pleasing nature, satisfactory to the Development Officer.

J. OTHER REQUIREMENTS

The Development Officer may decide on such other requirements as are necessary having due regards to the nature of a proposed development and the purpose of this District.

For Agricultural subdivisions, those boundaries not adjacent to quarter section boundaries shall allow at least 100 meters between the subdivision boundary and the boundary of the quarter section.

7.28 PUBLIC/INSTITUTIONAL DISTRICT "HP"

PROPOSED ZONING

The general purpose of this district is to permit the development of land for uses of either a health-related or non-profit nature providing services to the community.

A. DISCRETIONARY USES

- (1) Church.
- (2) Community club.
- (3) Day care facility
- (4) Dwelling in association with a medical facility.
- (5) Group home
- (6) Hospital
- (7) Intensive recreation.
- (8) Museum.
- (9) Parsonage.
- (10) Professional Office
- (11) Public Use
- (12) School
- (13) Senior Citizen's Home
- (14) Portable Classroom Units (Temporary)
- (15) Tourist information facility.

B. MINIMUM LOT AREA

As required by the Development Officer.

C. MINIMUM TOTAL FLOOR AREA

As required by the Development Officer

D. MINIMUM FRONT YARD SETBACK

7.6 metres (25 feet).

E. MINIMUM SIDE YARD SETBACK

Side yards shall not be less than 1.5 metres (5 feet) and no side yard need exceed 3.0 metres (10 feet) or at the discretion of the Development Officer. In case of a corner site the width of side yard adjoining the side street shall not be less than 7.6 metres (25 feet).

F. MINIMUM REAR YARD SETBACK

7.6 metres (25 feet).

G. THE DESIGN, CHARACTER AND APPEARANCE OF BUILDINGS

Buildings may either be of new construction or moved in. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall compliment the natural features and character of the site to the satisfaction of the Development Officer.

H. SPECIAL PROVISIONS

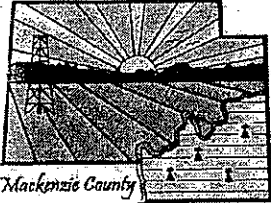
Adult entertainment businesses shall not be located within 152.4 metres (500 feet) of a church, education institution, park (P), public facility or other similar uses unless otherwise approved by council. As well a church, education institution, park (P), day care facility or other similar use shall not be located within 152.4 metres (500 feet) of a direct control district.

I. ON-SITE PARKING

In accordance to Section 4.28 of this Bylaw.

J. LANDSCAPING

In accordance to Section 4.23 of this Bylaw.



LAND USE BYLAW AMENDMENT APPLICATION

APPLICATION NO. _____

NAME OF APPLICANT <i>Ronald & Donna F. Lambert</i>		
ADDRESS <i>P.O. Box 968</i>		
TOWN <i>Fort Vermilion, AB</i>		
POSTAL CODE <i>T0H 1N0</i>	PHONE (RES.) <i>(780) 927-4733</i>	BUS. <i>same</i>

COMPLETE IF DIFFERENT FROM APPLICANT

NAME OF REGISTER OWNER <i>Same</i>		
ADDRESS		
TOWN		
POSTAL CODE	PHONE (RES.)	BUS.

LEGAL DESCRIPTION OF THE LAND AFFECTED BY THE PROPOSED AMENDMENT

QTR./LS. <i>SW</i>	SEC. <i>7</i>	TWP. <i>109</i>	RANGE <i>13</i>	M. <i>5</i>	OR	PLAN	BLK	LOT
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LAND USE CLASSIFICATION AMENDMENT PROPOSED:

FROM: *Agricultural District 1* TO: *Public Institutional District*

REASONS SUPPORTING PROPOSED AMENDMENT:

See attached document

I HAVE ENCLOSED THE REQUIRED APPLICATION FEE OF \$ *150.00*

RECEIPT NO. *124895*

Donna F. Lambert
APPLICANT *Ronald Lambert*

Sept-29/10
DATE

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

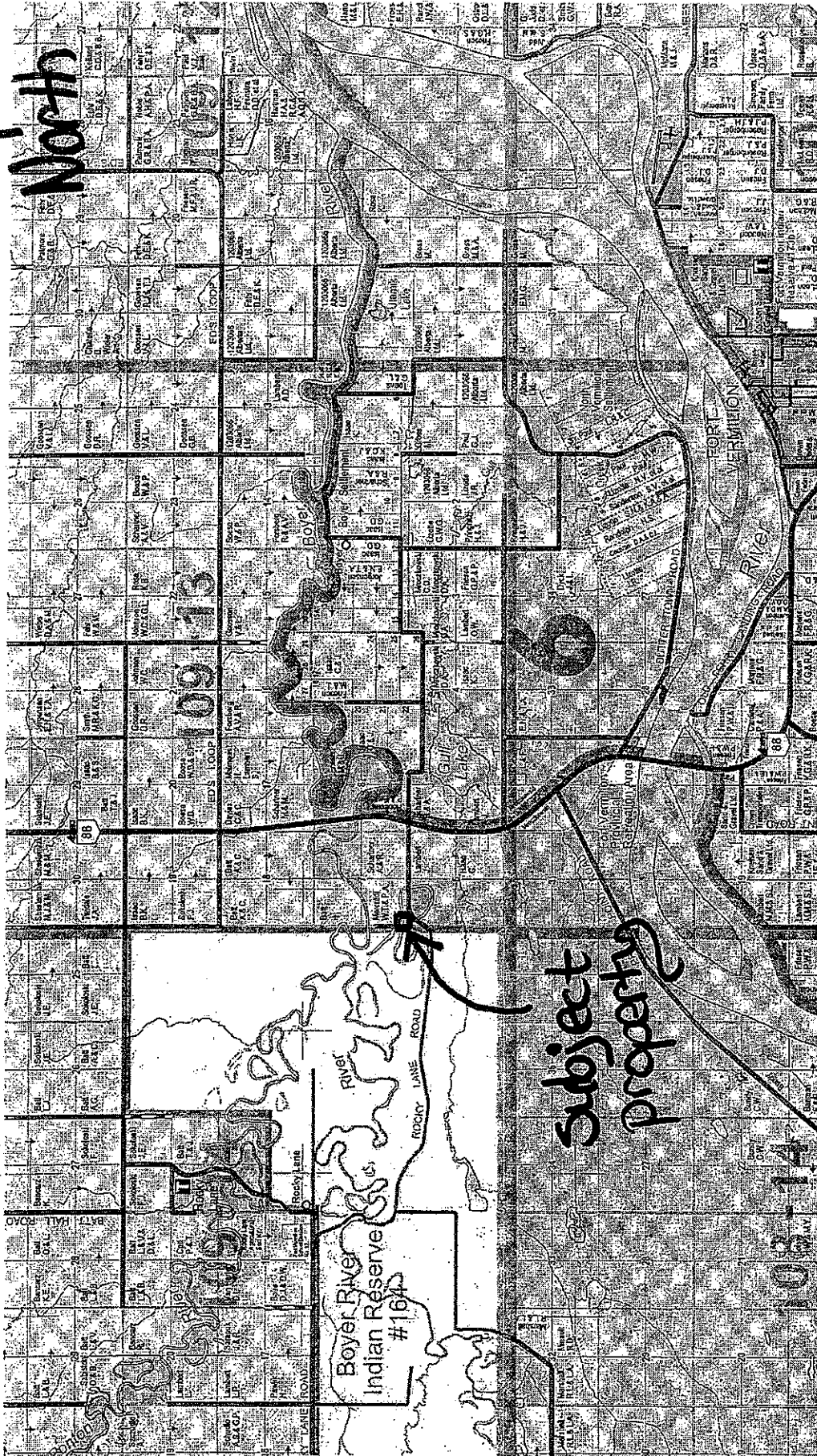
REGISTERED OWNER

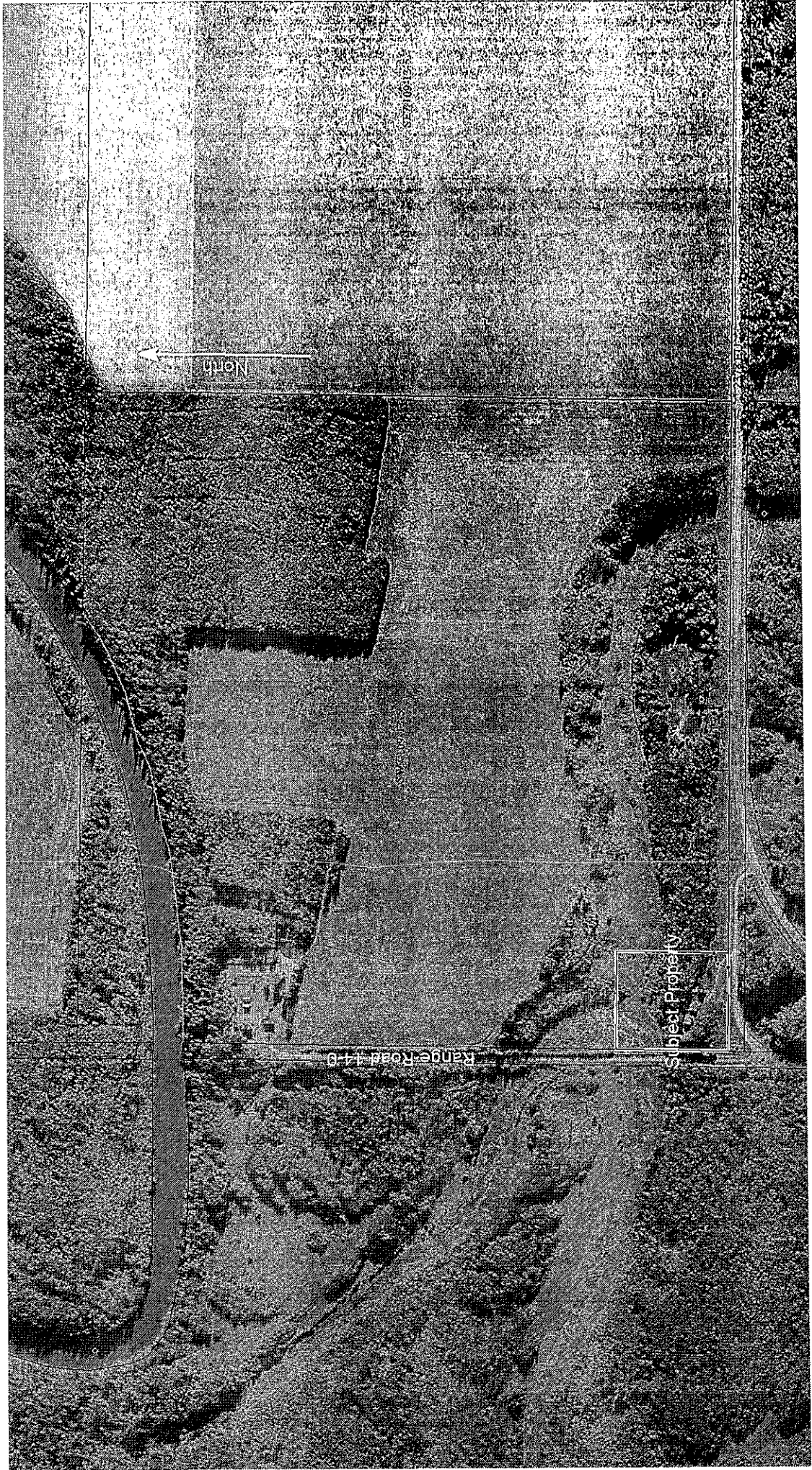
DATE

Purpose for Land Use Category Change from "Residential" to "Institutional"

- To provide by renovation/additions/building a Rehabilitation Center on the property based on Christian principles
- To provide an alternative to currently available services for people with needs who desire a healthier lifestyle
- To provide temporary residence to individuals/ small family units who require rest/asylum in order to return to health and usefulness in their communities
- To provide loving support, hope and healing to people in bondage whether emotionally or through addiction (substance abuse) who desire change and renewal
- To provide a listening ear and guidance based on the Word of God and life experience
- Whenever possible, to provide employment for local individuals or others (depending on qualifications) who desire to work closely with people and would fit in with the goals and objectives of the Rehabilitation Center
- To provide accountability to those who may support the Rehabilitation Center (e.g. individuals, churches, communities)
- To individuals served, we hope to provide meaningful work while attending the Rehabilitation Center to encourage good work habits/skills and to promote a healthy family environment where everyone participates in day-to-day tasks promoting healthier thought patterns, interacting in positive ways to others and for staff members to become better acquainted with individuals served in order to assist them in making wise life choices and overcoming problems
- To provide a media center/music room/library for learning/recreation and instruction
- Recreation can be provided through guided wilderness hikes/camping/ canoeing/ and snowmobiling in winter from this location.

North ↑

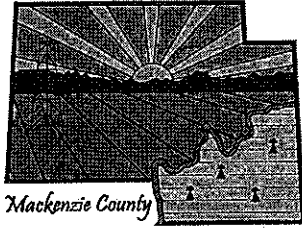




North

Range Road 149

Subject Property



MACKENZIE COUNTY

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 14, 2010
Presented By:	Marion Krahn, Supervisor of Planning and Development
Title:	<p style="text-align: center;">PUBLIC HEARING Bylaw 785-10 Land Use Bylaw Amendment to Rezone Part of SW 6-106-10-W5M from Agricultural District 1 "A1" to Recreation District "REC" (Highway 88 Area)</p>

BACKGROUND / PROPOSAL:

Bylaw 785-10, being a Land Use Bylaw amendment application to rezone Part of SW 6-106-10-W5M from Agricultural District 1 (A1) to Recreation District (REC), received first reading at the November 24, 2010 meeting.

This application is submitted as required in the September 23, 2010 Municipal Planning Commission (MPC) approval of Subdivision 17-SUB-10 (for the subject lands) which included a condition to rezone the proposed parcel to REC.

OPTIONS & BENEFITS:

The subject lands are used as a recreational camp for hunting and guiding however no Development Permits have been issued for the buildings or use. The development existed prior to the applicant purchasing the lands. The Planning Department will be pursuing the matter of permits for the existing development.

The maximum parcel size in the A1 district is 10 acres (4.05 hectares) when the parcel is for residential purposes. No size restriction exists for non-residential parcels however any such parcel could revert to residential uses in the future if the lands remain zoned A1.

The subdivision requested is 14.826 acres (6.00 hectares) in size. The applicant indicated that the surrounding trees are a key component of the existing use and

Author: M. Krahn

Reviewed by: _____

CAO

therefore requested a parcel larger than 10 acres. The MPC considered the proposed parcel, size and use and then determined that approving the subdivision without rezoning could create a precedent and justification for other developers desiring a residential subdivision larger than 10 acres (4.05 hectares) in size. As a result, the MPC approved the subdivision with the following condition;

d) The subdivision, which is being used for recreational purposes, is required to be rezoned from Agricultural District 1 "A1" to Recreation District "REC".

COSTS & SOURCE OF FUNDING:

All costs will be borne by the applicant.

RECOMMENDED ACTION:

MOTION 1

That second reading be given to Bylaw 785-10, being a Land Use Bylaw amendment to rezone Part of SW 6-106-10-W5M from Agricultural District 1 "A1" to Recreation District "REC".

MOTION 2

That third reading be given to Bylaw 785-10, being a Land Use Bylaw amendment to rezone Part of SW 6-106-10-W5M from Agricultural District 1 "A1" to Recreation District "REC".

Author: M. Krahn Reviewed by: _____ CAO _____

Mackenzie County

PUBLIC HEARING FOR LAND USE BYLAW AMENDMENT

BYLAW 785-10

Order of Presentation

_____ This Public Hearing will now come to order at _____.

_____ Was the Public Hearing properly advertised?

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

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

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

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

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

_____ This Hearing is now closed at _____.

REMARKS/COMMENTS:

BYLAW NO. 785-10

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

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

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

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

WHEREAS, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to amend the Mackenzie County Land Use Bylaw to accommodate recreational uses.

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 SW 6-106-10-W5M

be rezoned from Agricultural District 1 "A1" to Recreation District "REC", as outlined in Schedule "A".

READ a first time this 24th day of November, 2010.

READ a second time this ___ day of _____, 2010.

READ a third time and finally passed this ___ day of _____, 2010.

Bill Neufeld
Reeve

William Kostiw
Chief Administrative Officer

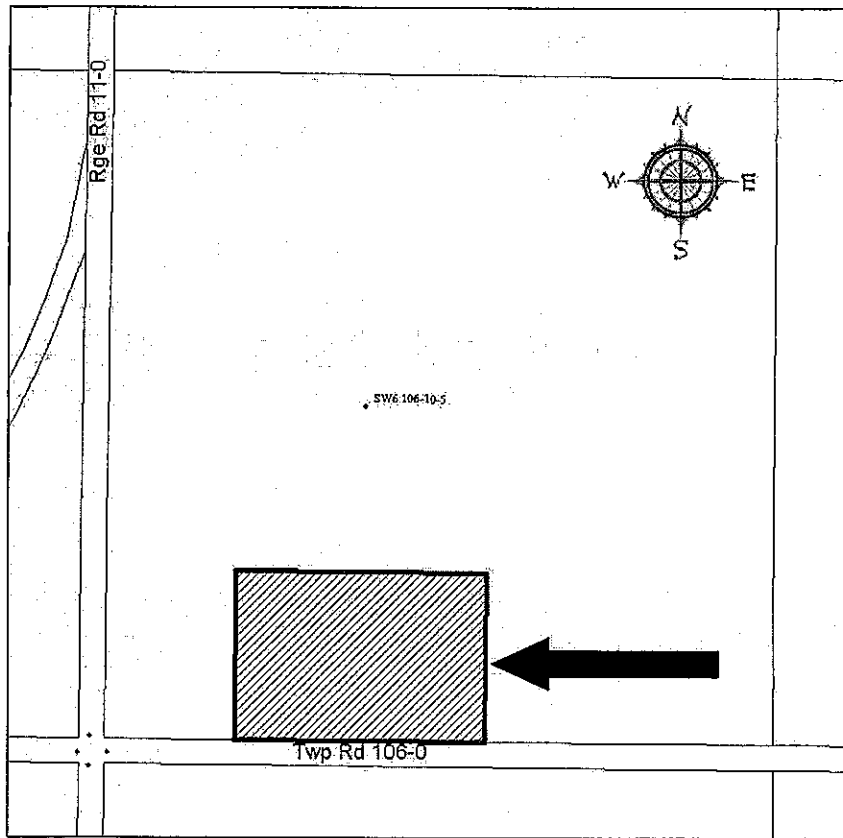
BYLAW No. 785-10

SCHEDULE "A"

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

Part of SW 6-106-10-W5M

east of Highway 88, be rezoned from Agricultural District 1 "A1" to Recreation District "REC".



FROM: Agricultural District 1 "A1"

TO: Recreation District "REC"

7.3 AGRICULTURAL DISTRICT 1 (A1)

CURRENT ZONING

The purposes of this Land Use District are: to conserve land for a wide range of agricultural uses, to minimize the fragmentation of agricultural land, and to limit non-agricultural land uses to those which would not interfere with agricultural practices.

A. PERMITTED USES

- a) Ancillary Building/Use
- b) Bunkhouse
- c) Extensive Agriculture
- d) Garden Suite
- e) Handicraft Business
- f) Home Based Business
- g) Intensive Agriculture (1) and (2)
- h) Farm Building
- i) Mobile Home
- j) Modular Home
- k) Single Detached Dwelling

B. DISCRETIONARY USES

- (a) Abattoir
- (b) Auction Mart
- (c) Autobody
- (d) Bed and Breakfast
- (e) Cemetery
- (f) Church
- (g) Communication Tower
- (h) Confined Feeding Operation
- (i) Contractor's Business
- (j) Farm Subsidiary Business
- (k) Forestry Lookout Tower
- (l) Industrial Camps
- (m) Intensive Recreational Use
- (n) Kennel
- (o) Public use
- (p) Retail Store
- (q) Sewage Lagoon
- (r) Sewage Treatment Plant
- (s) Stripping Top Soil
- (t) Tradesmen's business
- (u) Veterinary Clinic
- (v) Waste Transfer Station
- (w) Water Reservoir or Dugout

C. PARCEL DENSITY

Residential Uses: Three (3) parcels per quarter section, river lot or original titled property with the balance of the quarter section, river lot or original titled property being one of the parcels; with the subdivided parcels being any two of the following:

- a. Existing farmstead or homestead,
- b. Vacant parcel
- c. Fragmented parcel

D. LOT AREA

Country Residential Uses:

Minimum Lot Area: 1.2 hectares (3.0 acres)

Maximum Lot Area: up to 4.05 hectares (10.0 acres) unless:

- a. an existing residence requires the approval of a larger parcel size to meet setback requirements or to include the entire yardsite;
- b. the parcel is fragmented to such a degree that a 4.05 hectares (10.0 acres) subdivision would render the remaining portion of the fragmented parcel difficult or useless for farming; or
- c. the bank of a natural water course or road plan is used as a boundary.

E. NUMBER OF DWELLING UNITS

A maximum of one dwelling unit shall be permitted on each of the following:

- a. a rural subdivision, and
- b. a rural subdivision that is a farmstead or homestead separation, and
- c. the balance of the quarter section

to a maximum of three dwellings on a quarter section, river lot or original titled property.

An additional dwelling unit may be allowed in this land use district if it is a Garden Suite or in accordance with Section 4.9 (Dwelling Units Per Parcel).

F. MINIMUM FRONT YARD SETBACK

- a) Lot fronting on a provincial highway, rural road, or undeveloped road allowance:
 - i. 41.1 metres (135 feet) from right-of-way, or
 - ii. 64 metres (210 feet) from centre line

G. MINIMUM SIDE YARD SETBACK

- a) 15.2 metres (50 feet);
- b) Unless a corner parcel where the minimum side yard shall be the same as the front yard unless otherwise required by the Development Officer.

H. MINIMUM REAR YARD SETBACK

15.2 metres (50 feet) unless otherwise required by the development Officer

I. LANDSCAPING

In addition to Section 4.23 of this Bylaw, the Development Officer may require any discretionary use to be screened from view with a vegetated buffer strip and/or other screening of a visually pleasing nature, satisfactory to the Development Officer.

J. OTHER REQUIREMENTS

The Development Officer may decide on such other requirements as are necessary having due regards to the nature of a proposed development and the purpose of this District.

For Agricultural subdivisions, those boundaries not adjacent to quarter section boundaries shall allow at least 100 meters between the subdivision boundary and the boundary of the quarter section.

7.29 RECREATION DISTRICT "REC"

PROPOSED ZONING

The purpose and intent of this District is to provide land which has a variety of natural and physical features for general recreation purposes in both rural and urban areas of the Municipal District.

A. DISCRETIONARY USES

- (1) Campground
- (2) Clubhouse
- (3) Exhibition grounds.
- (4) Extensive recreation use.
- (5) Facilities for interpretive, environmental, education and scientific study.
- (6) Intensive recreational use.
- (7) Museum.
- (8) Park
- (9) Public use
- (10) Race track
- (11) Retail store, as associated with the principal use.
- (12) Recreation vehicle park
- (13) Rifle, skeet, trap facility
- (14) Tourist information facility.

C. MINIMUM LOT SIZE

As required by the Development Officer.

D. SITE COVERAGE AND SETBACK REQUIREMENTS

As required by the Development Officer.

E. CHARACTER AND APPEARANCE OF BUILDINGS

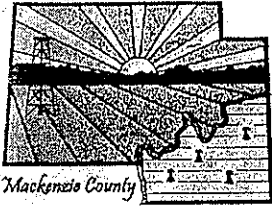
Buildings shall be either of new construction or moved in unless otherwise required by the Development Officer. Exterior finish to be wood, metal, or similar siding, brick or stucco to the satisfaction of the Development Officer. The finish and appearance of buildings should complement other structures and natural site features.

F. ON-SITE PARKING

In accordance to Section 4.28 of this Bylaw.

G. LANDSCAPING

In accordance to Section 4.23 of this Bylaw.



LAND USE BYLAW AMENDMENT APPLICATION

APPLICATION NO. 785-10

NAME OF APPLICANT <u>Wilhelm D. + Helena Dyck</u>		
ADDRESS <u>Box 265</u>		
TOWN <u>La Crete AB</u>		
POSTAL CODE <u>T4T 2H0</u>	PHONE (RES.) <u>8-2032</u>	BUS. <u>841-9032</u> <u>841-9432</u>

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

LEGAL DESCRIPTION OF THE LAND AFFECTED BY THE PROPOSED AMENDMENT

Part	QTR./S.	SEC.	TWP.	RANGE	M.	OR	PLAN	BLK	LOT
	<u>SW</u>	<u>6</u>	<u>106</u>	<u>10</u>	<u>5</u>				

LAND USE CLASSIFICATION AMENDMENT PROPOSED:

FROM: A1 TO: REC

REASONS SUPPORTING PROPOSED AMENDMENT:

As required by Municipal Planning Commission for subdivision
17-018-10.

I/WE HAVE ENCLOSED THE REQUIRED APPLICATION FEE OF \$ 150.00

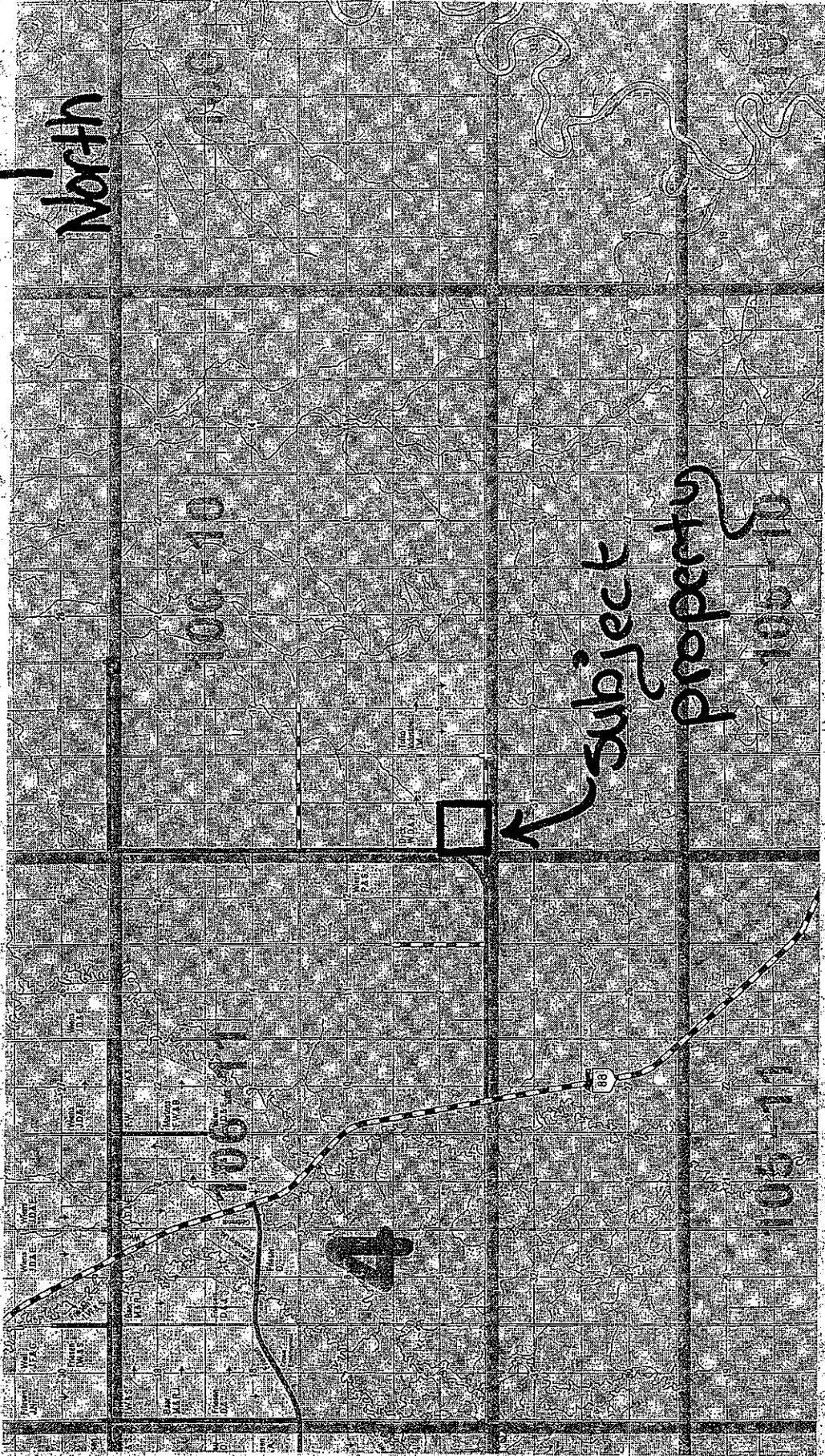
RECEIPT NO. 126326

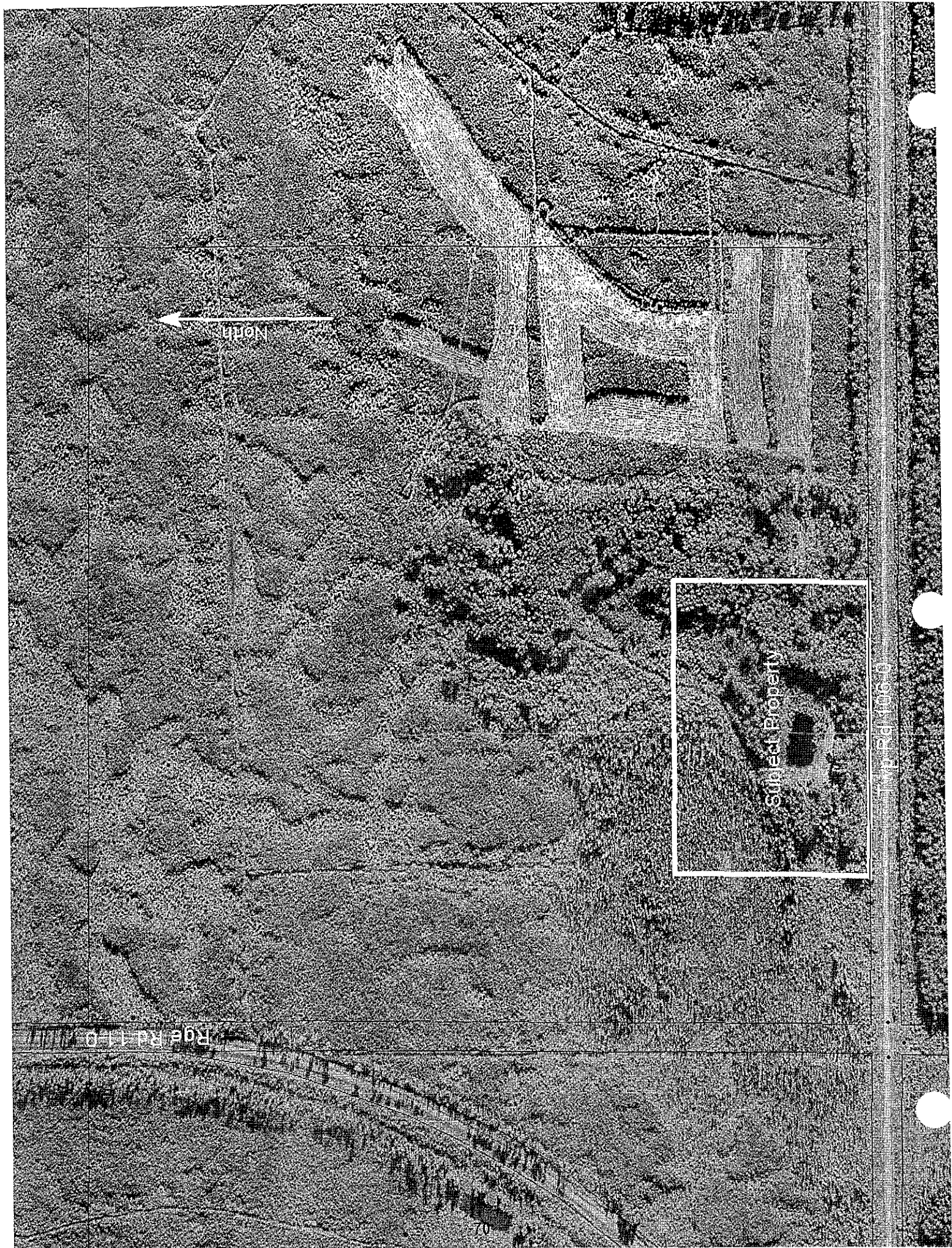
APPLICANT _____ DATE _____

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

Wilhelm D. Dyck _____ Helena Dyck _____
REGISTERED OWNER _____ DATE December 3, 2010

North
↑





North

Subject Property

Rge Rd 119

Rge Rd 119

Fort Vermilion Arts Bazaar

Ashley Foley

The annual Fort Vermilion Arts and Crafts Bazaar took place Saturday, November 27 from 11:00 a.m. to 4:00 p.m. at the Community & Cultural Complex.

The event was put on by FVSS. The \$15.00 cost for a table went toward FVSS/FCSS programs, and the \$1.00 admission fee went toward the FVSS Christmas Hampers.

There were 47 vendors,

according to FVSS, which filled the room with crafts, baked goods, Christmas baskets, home decor, and great gift ideas.

Customers flowed in throughout the day at a steady pace, bringing fortune to the Christmas Basket program, FVSS programming and local businesses.

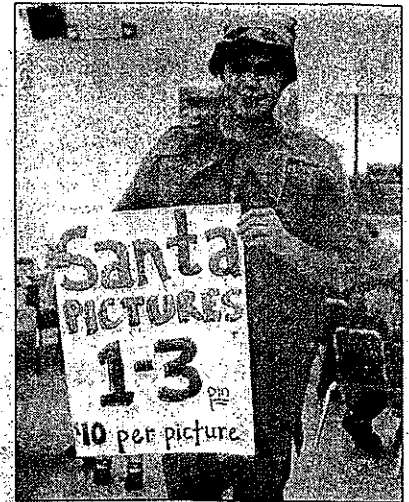
Pictures with Santa were also taken at the Complex from 1:00 p.m. to 3:00 p.m.



Locals sold and bought homemade items with the Christmas season in mind.



Christmas baskets were available for order and to buy. Home Blessings has recently opened a home decor store at their High Level location.



Santa's elf helper bounced his way through the Arts and Crafts Bazaar, recruiting good boys and girls to get their picture taken with Santa.

Mackenzie County
NOTICE TO RESIDENTS
 Council meetings have been scheduled as follows:
TUESDAY, DECEMBER 14, 2010
 8:30 a.m.
 County Office - La Crete, AB
 Members of the public are welcome to attend and observe meetings of Council.

Mackenzie County
 P.O. Box 640, 4511 46 Avenue
 Fort Vermilion, AB T0H 1N0

INVITATION TO TENDER
Buffalo Head Prairie Solid Waste Transfer Station Caretaking Contract

Tender packages may be obtained from the Mackenzie County Office in La Crete.

Sealed tenders will be received at the La Crete Office located at 9205 100 Street or by registered mail to P.O. Box 1690, La Crete, AB T0H 2H0 by 12:00 noon on the 14th day of December, 2010.

If you have any questions, require further information or would like to obtain a tender package, please do not hesitate to contact:

Henry Klassen
 Leadhand of Parks, Playgrounds, Facilities and Solid Waste, South
 Lisa Schmidt
 Public Works Administrative Officer, South Mackenzie County

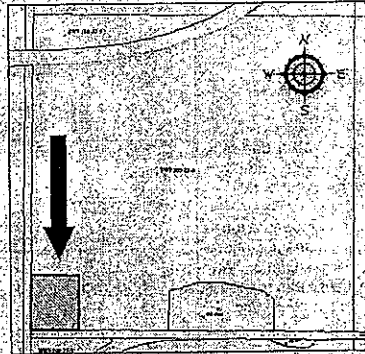
Phone: 780-928-3983
 Fax: 780-928-3636

MACKENZIE COUNTY
NOTICE OF PUBLIC HEARING
PROPOSED LAND USE BYLAW NO. 781-10

Pursuant to the Municipal Government Act, being Chapter M-26 of the Statutes of Alberta, notice is hereby given that the Council of Mackenzie County will hold a public hearing prior to the second reading of Bylaw No. 781-10 for an amendment to Land Use Bylaw No. 462/04. The proposed amendment is:

That the property west of Fort Vermilion known as:
 Part of SW 7-109-13-W5M

as highlighted below, be rezoned from Agricultural District 1 "A1" to Public/Institutional District "HP". The intent of this Bylaw is to allow the establishment of a Rehabilitation Center on these lands. The Public/Institutional District "HP" may allow various institutional uses including a Church, Community Club, Day Care Facility, Dwelling in association with a medical facility, Group Home, Hospital, Intensive Recreation, Museum, Parsonage, Professional Office, Public Use, School, Senior Citizen's Home, Portable Classroom Units (Temporary) and Tourist Information Center. (All use definitions as found in the County Land Use Bylaw 462-04.)



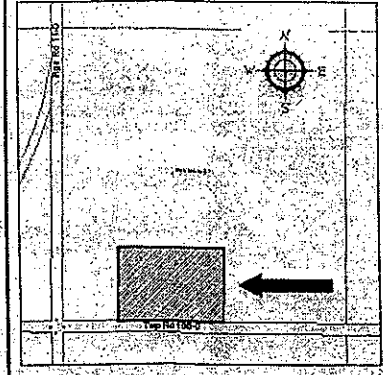
The Public Hearing is to be held at 11:00 a.m., Tuesday, December 14th, 2010 in the Mackenzie County office in La Crete. The proposed bylaw may be viewed at the Mackenzie County office in La Crete during regular office hours. Please submit written submissions to the Supervisor of Planning and Development prior to 4:30 p.m., Friday, December 10th, 2010. If you have any questions regarding the hearing or the bylaw, please call the Supervisor of Planning and Development at 780-928-3983.

MACKENZIE COUNTY
NOTICE OF PUBLIC HEARING
PROPOSED LAND USE BYLAW NO. 785-10

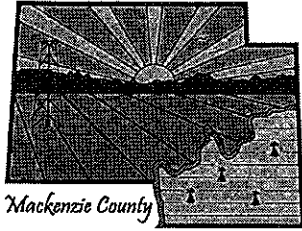
Pursuant to the Municipal Government Act, being Chapter M-26 of the Statutes of Alberta, notice is hereby given that the Council of Mackenzie County will hold a public hearing prior to the second reading of Bylaw No. 785-10 for an amendment to Land Use Bylaw No. 462/04. The proposed amendment is:

That the property east of Highway 88 known as:
 Part of SW 6-105-10-W5M

as highlighted below, be rezoned from Agricultural District 1 "A1" to Recreation District "REC". The adoption of this Bylaw may allow various recreational uses including a Campground, Clubhouse, Exhibition Grounds, Extensive Recreation Use, Facilities for Interpretive, environmental, education and scientific study, Intensive Recreational Use, Museum, Park, Public Use, Race Track, Retail Store (as associated with the principal use), Recreation Vehicle Park, Rifle/Skeet/Trap Facility, and Tourist Information Facility. (All use definitions as found in the County Land Use Bylaw 462-04.)



The Public Hearing is to be held at 11:00 a.m., Tuesday, December 14th, 2010 in the Mackenzie County office in La Crete. The proposed bylaw may be viewed at the Mackenzie County office in La Crete during regular office hours. Please submit written submissions to the Supervisor of Planning and Development prior to 4:30 p.m., Friday, December 10th, 2010. If you have any questions regarding the hearing or the bylaw, please call the Supervisor of Planning and Development at 780-928-3983.



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 14, 2010
Presented By:	John Klassen, Director of Operations – South
Title:	Buffalo Head Waste Transfer Station Caretaking Tender Opening

BACKGROUND / PROPOSAL:

The Buffalo Head Waste Transfer Station caretaking contract expires on December 31, 2010.

OPTIONS & BENEFITS:

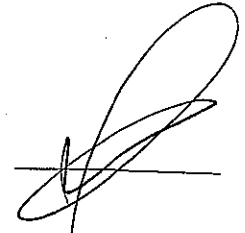
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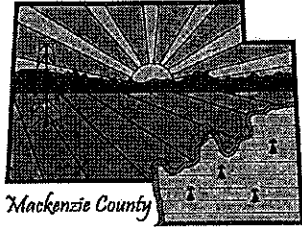
COSTS & SOURCE OF FUNDING:

N/A

RECOMMENDED ACTION:

That the Buffalo Head Waste Transfer Station caretaking contract be awarded to the lowest qualifying bidder.

Author: L. Schmidt Reviewed by: _____ CAO 



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 14, 2010
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 Chief Administrative Officer and Director reports be received for information.

Author: C. Gabriel Reviewed By: _____ CAO 

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

Page 1

Current and Completed Corporate Services Department Projects/Activities:

- Finance Committee – a meeting was held on December 3; organized the meetings, prepared packages. A Credit Card Use Policy (new) was prepared and will be presented to Council at their December 14 meeting in order to comply with the auditor's interim audit recommendation.
- Investment Policy – the amended policy was approved on November 9, 2010. Communicated with the ATB Investment advisor regarding the amended policy. A short meeting was held between the Finance Committee members and Corry Body of ATB Investment Management regarding the County's investments performance (please see the attachment).
- County's Four-Step Community Sustainability Plan - expecting to receive the final KPIs document towards the end of this week (as per review by Council).
- Community Sustainability Committee – preparing a package and drafting Terms of Reference for the committee's first meeting on December 13.
- Agricultural Land Use Planning Committee – the dates of public auction have been set and the public notice was distributed for posting at all County offices and was emailed to Councillors.
- Alberta Rural Community Adaptation Grant Program –received a notification that the County's application was not approved.
- Fort Vermilion Arena Dressing Rooms Addition project – an approval was received for the shortage of funds that will able the Board and the County to complete both components of the project (dressing rooms and fitness facility).
- Bridges – prepared reports and invoiced AB Transportation for BF 72702 and 9041.
- Water & Sewer Services Bylaw – the revised bylaw is being presented to Council at their December 14 meeting. The bylaw provides for a 14% increase in the consumption rates for treated and raw water; additional amendments are being brought forward at the same time regarding the collections of the rural water line connection fees.

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

Page 2

-
- 2011 Budget – prepared the November 24, 2010 budget package and presented to Council. Capital budget package is being prepared for December 13 meeting.
 - 2010 Assessment notice Package – some items were noted on the detailed assessment audit report pertaining to the data that should be shown on the County's combined assessment and taxation notice. We are currently working on correcting the wording on the notice in order to fully comply for 2011.
 - Multi-year capital project plans– some feedback was received from some Council members regarding the special interests projects. The management committee has a meeting set to prepare a revised multi-year capital plan for Council's consideration. It is expected to be presented to Council at their last meeting in January 2011.
 - The department is currently researching and working on proposed revisions to the existing reserves policies after receiving some feedback from the Finance Committee members. This information will be presented and reviewed by the Committee prior to being presented to Council with the Committee's recommendations.

Legal Files Update

Nothing to report

Personnel/Human Resources

No changes to report

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

- Long Term Capital Plan that correlates with a new business plan of Council
- Grants applications preparation as new programs become available
- Job Description – a review and update of all job descriptions

Respectfully submitted,

Joulia Whittleton

Mackenzie County

Date: November 15th, 2010

Place: Westin Hotel, Edmonton

Purpose: Portfolio Review

I. History

- a. Investment Policy was established on January 14th, 2009
- b. Fixed Income and Cash Management Accounts were opened January 21st, 2009
- c. First deposits made on January 26th, 2009 - \$1.5m Fixed Income & \$5m Cash Management

II. Purpose

- a. Earn a competitive rate of return without putting the capital at undue risk
- b. Fixed Income – greater than 1 year
- c. Cash Management – less than 1 year
- d. Portfolio is compliant with Municipal Government Act (Section 250) & Mackenzie County’s internal Investment Policy (FIN207)

III. Results

a. Fixed Income:

Market Value (Oct 31st, 2010)	\$ 4,470,998.34
Net invested	\$ 4,190,987.53
Change in Value	\$ 280,010.81
Rate of Return (since inception)	3.83%

b. Cash Management:

Market Value (Oct 31st, 2010)	\$ 20,070,461.63
Net invested	\$ 19,968,657.43
Change in Value	\$ 101,804.20
Rate of Return (since inception)	0.47%

c. Summary:

- i. **\$381,815.01** in last 1.75 years

IV. Questions

- a. Discuss challenges in current interest rate environment
- b. Discuss changes to Investment Policy - *approved Ser.*
- c. _____

Peng Ting

\$15m

\$5m

Director of Operations (South) Report For December 14, 2010 Regular Council Meeting

Past:

We have wrapped up a number of projects and have spent the last while developing the operating and capital budgets for Council review.

Present:

- The AJA drainage project is in progress and the contractor seems to be moving along quite well.
- Administration along with the Committee has developed the design/build package for the Tompkins Fire Hall and is currently being advertized for tender with a closing date of January 26, 2011.
- The waste hauling contract extension letter was sent to L&P and we are waiting for the return of a signed copy.
- We are also monitoring the progress of the rural water line project and reviewing the design of the truck fill/booster station.
- A culvert will be installed this week through TWP road 106-4 at the Henry Klassen drainage ditch.

Future:

Public works and utilities staff will continue performing regular winter maintenance and administration will be working on developing a multiyear capital plan as well as continuing to work on all carry forward projects and gearing up for any new approved projects in the 2011 budget.

Thank You.

John Klassen
Mackenzie County
Director of Operations (South)

Report to CAO Dec. 13/10
Director of Operations – North

Public Works

- Review of departmental policies and procedures. Recommendations to follow.
- Overtime charges were evaluated and some adjustments made to current staffing policies.

Water Treatment Plant

- A review of the water treatment plant practices and policies was conducted. Recommendations to follow.
- Lab and storage area upgrades in progress

Parks and Recreation

- Fire Smart program is continuing at Hutch Lake. Issues remain with fire “creeping”. Project was to have been completed Nov. 1/10.
- Fire Smart program at Machesis Lake completed. No issues.
- Review of departmental policies and procedures. Recommendations to follow.
- Fort Vermilion Rodeo Ground Lease project continuation.

Airports

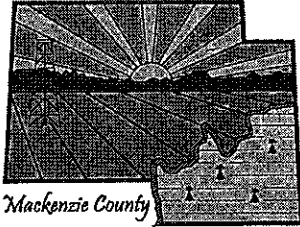
- Begun review of County Airport policies. Recommendations to follow.

Misc.

- Begun work on the Parkin file
- Continuing work on 2011 Operational and Capital budgets
- Reviewing gravel crushing contracts with Mark Schonken.

Yours truly,

Al Hoggan
Director of Operations - North



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 14, 2010
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	2011 Interim Budget

BACKGROUND / PROPOSAL:

Under MGA, s. 242 & 245, each council must adopt an operating budget for each calendar year.

OPTIONS & BENEFITS:

Due to the 2010 election, Council had not had sufficient time to deliberate the 2011 operating and capital budget.


Administration recommends that the interim 2011 operating and capital budget be adopted at fifty (50%) percent of the 2010 budget.

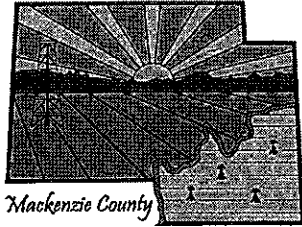
COSTS & SOURCE OF FUNDING:

NA

RECOMMENDED ACTION:

That the interim 2011 operating and capital budget be adopted at fifty (50%) percent of the 2010 budget.

Author: J. Whittleton Reviewed by: _____ CAO 



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 14, 2010
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	Finance and Investment Report – November 30, 2010

BACKGROUND / PROPOSAL:

Finance department provides financial reports to Council as per policy.

OPTIONS & BENEFITS:

Please review the following financial reports for the period ended November 30, 2010:

- Investment Report
- Operating Statement by department and by object
- Projects Progress Report

COSTS & SOURCE OF FUNDING:

NA

RECOMMENDED ACTION:

That the financial reports for the period ended November 30, 2010 be accepted for information.

Author: _____ Review Date: _____ CAO

INVESTMENT REPORT, November 30, 2010

CHEQUING ACCOUNT ON November 30, 2010

Bank account balance 1,963,001

INVESTMENT VALUES ON November 30, 2010

Short term investments (EM0-0377-A) 15,007,447
 Short term T-Bill (859-1044265-26) 428,975
 Long term investments (EM0-0374-A) 4,406,755
19,843,177

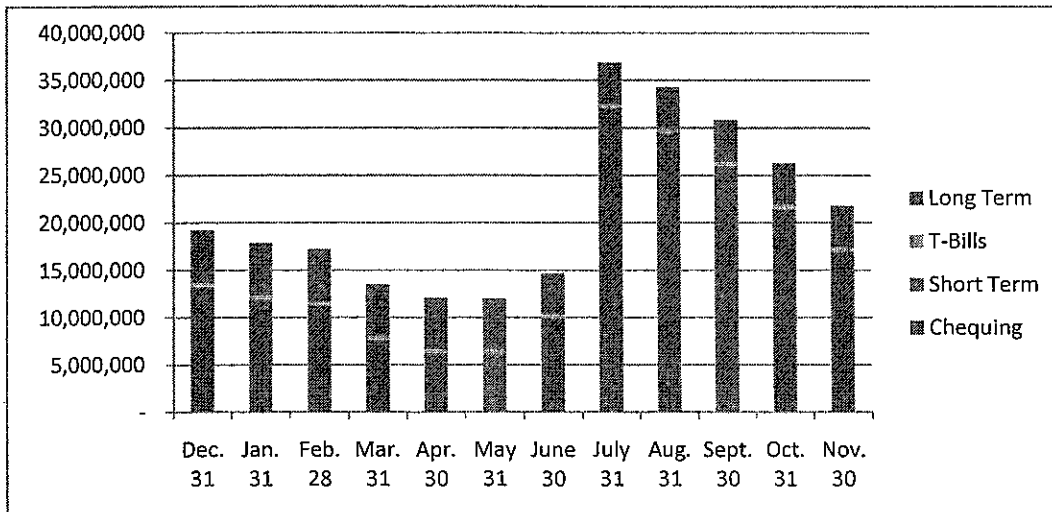
These balances include 'market value changes'.

REVENUES

	Total	Short Term	Long Term
Interest received from investments, Oct 2010 (Nov 2010 for T-Bill)	243,556	68,212	175,344
Interest accrued (built up, yet to receive) on investments, Oct 2010	79,999	25,270	54,729
	323,555	93,482	230,073
Market value changes of investments, Oct 2010	(45,281)	n/a	(45,281)
Interest received on chequing account balance, Nov 2010	30,935	30,935	n/a
Grand total revenues before investment manager fees	309,208	124,417	184,792
Deduct: investment manager fees for investments, Oct 2010	-19,312	-7,173	-12,139
Grand total revenues after investment manager fees	289,896	117,243	172,653

BALANCES IN THE VARIOUS ACCOUNTS - LAST 12 MONTHS

	Chequing	Short Term	T-Bills	Long Term	Total
Dec. 31	4,268,966	9,003,633	427,114	5,534,340	22,586,152
Jan. 31	4,900,389	7,010,378	427,205	5,556,039	19,234,053
Feb. 28	4,250,354	7,012,476	427,287	5,547,408	17,894,011
Mar. 31	591,446	7,015,089	427,378	5,489,385	17,237,526
Apr. 30	2,207,357	4,007,343	427,466	5,449,831	13,523,298
May 31	6,147,146	0	427,556	5,448,219	12,091,997
June 30	6,873,801	3,000,000	427,729	4,375,153	12,022,922
July 31	9,042,151	23,001,988	427,923	4,374,615	14,676,683
Aug. 31	6,453,324	23,005,425	428,142	4,390,682	36,846,677
Sept. 30	2,958,483	23,012,646	428,402	4,423,221	30,822,751
Oct. 31	1,411,596	20,045,171	428,693	4,416,252	26,301,713
Nov. 30	1,963,001	15,007,447	428,975	4,406,755	21,806,178



**MACKENZIE COUNTY
STATEMENT OF OPERATIONS**

November 30, 2010

	2009 Actual	2010 Actual	2010 Budget	Remaining \$	Remaining %
	Total	Total			
OPERATIONAL REVENUES					
Property taxes	\$32,448,614	\$30,563,208	\$30,590,788	\$27,579	0%
User fees and sales of goods	\$1,939,122	\$1,660,840	\$2,022,398	\$361,558	18%
Government transfers	\$1,448,984	\$1,172,882	\$1,254,523	\$81,641	7%
Investment income (operating)	\$230,586	\$248,690	\$250,000	\$1,310	1%
Penalties and costs on taxes	\$111,547	\$141,654	\$115,000	(\$26,654)	-23%
Licenses, permits and fines	\$266,293	\$314,507	\$177,250	(\$137,257)	-77%
Rentals	\$29,434	\$59,656	\$34,218	(\$25,438)	-74%
Insurance proceeds	\$2,412	\$4,129	\$0	(\$4,129)	0%
Development levies	\$33,000	\$175,572	\$0	(\$175,572)	0%
Municipal reserve revenue	\$34,074	\$93,232	\$0	(\$93,232)	0%
Sale of non-TCA equipment	\$7,913	\$6,056	\$0	(\$6,056)	0%
Other	\$263,459	\$253,711	\$217,000	(\$36,711)	-17%
Total operating revenues	\$36,815,438	\$34,694,138	\$34,661,177	(\$32,961)	0%
OPERATIONAL EXPENSES					
Legislative	\$559,407	\$443,849	\$539,619	\$95,770	18%
Administration	\$3,589,632	\$3,763,761	\$4,114,197	\$350,436	9%
Protective services	\$1,686,747	\$426,276	\$1,105,656	\$679,380	61%
Transportation	\$10,841,485	\$6,391,719	\$11,507,534	\$5,115,815	44%
Water, sewer, solid waste disposal	\$3,632,975	\$2,050,399	\$4,087,232	\$2,036,833	50%
Public health and welfare (FCSS)	\$583,771	\$594,912	\$635,053	\$40,141	6%
Planning, development, agriculture	\$1,907,330	\$1,305,914	\$2,217,045	\$911,131	41%
Recreation and culture	\$1,388,576	\$1,162,213	\$1,467,530	\$305,317	21%
School requisitions	\$6,768,922	\$4,915,455	\$6,559,007	\$1,643,552	25%
Lodge requisitions	\$568,212	\$720,470	\$720,470	(\$0)	0%
Non-TCA projects	\$1,156,348	\$487,985	\$1,316,763	\$828,778	63%
Total operating expenses	\$32,583,406	\$22,262,951	\$34,270,106	\$12,007,155	35%
Excess (deficiency) before other	\$4,232,032	\$12,431,187	\$391,071	(\$12,040,117)	-3079%
CAPITAL REVENUES					
Government transfers for capital	\$9,072,364	\$4,472,335	\$6,681,557	\$2,209,222	33%
Investment income (capital)	\$10,082	\$0	\$0	\$0	0%
Other revenue for capital	\$115,502	\$13,859	\$359,798	\$345,939	96%
Proceeds from sale of TCA assets	\$320,517	\$1,019,098	\$571,585	(\$447,513)	-78%
EXCESS (DEFICIENCY) - PSAB Model	\$13,750,497	\$17,936,479	\$8,004,011	(\$9,932,469)	-124%
Convert to local government model					
Remove non-cash transactions	\$6,125,091	\$0	\$6,061,556	\$6,061,556	100%
Remove revenue for capital projects	(\$9,518,465)	(\$5,505,292)	(\$7,612,940)	(\$2,107,648)	28%
Long term debt principle	\$1,316,048	\$830,673	\$1,709,972	\$879,299	51%
Transfers to/from reserves	\$8,991,074	(\$353,806)	\$4,742,655	\$5,096,461	107%
EXCESS (DEFICIENCY) - LG Model	\$50,000	\$11,954,320	(\$0)	(\$11,954,321)	

Mackenzie County
Summary of All Units
For the Eleven Months Ending November 30, 2010

	2009 Actual Total	2010 Actual Total	2010 Budget	Remaining \$	Remaining %
OPERATING REVENUES					
100-Taxation	\$32,219,106	\$30,263,628	\$30,335,405	\$71,777	0%
124-Frontage	\$211,891	\$305,553	\$264,220	(\$41,332)	-16%
420-Sales of goods and services	\$309,603	\$177,794	\$145,875	(\$31,919)	-22%
421-Sale of water - metered	\$1,281,710	\$1,160,973	\$1,474,902	\$313,929	21%
422-Sale of water - bulk	\$347,810	\$322,074	\$401,621	\$79,547	20%
424-Sale of land	\$24,763	\$7,909	\$0	(\$7,909)	0%
510-Penalties on taxes	\$111,547	\$141,654	\$115,000	(\$26,654)	-23%
511-Penalties of AR and utilities	\$26,409	\$28,284	\$25,000	(\$3,284)	-13%
520-Licenses and permits	\$12,870	\$10,181	\$12,000	\$1,819	15%
521-Offsite levy	\$33,000	\$175,572	\$0	(\$175,572)	0%
522-Municipal reserve revenue	\$34,074	\$93,232	\$0	(\$93,232)	0%
526-Safety code permits	\$189,256	\$216,582	\$150,000	(\$66,582)	-44%
525-Subdivision fees	\$36,815	\$17,260	\$10,000	(\$7,260)	-73%
530-Fines	\$26,902	\$68,083	\$0	(\$68,083)	0%
531-Safety code fees	\$450	\$2,402	\$5,250	\$2,848	54%
550-Interest revenue	\$288,072	\$299,389	\$250,000	(\$49,389)	-20%
551-Market value changes	(\$57,486)	(\$50,699)	\$0	\$50,699	0%
560-Rental and lease revenue	\$29,434	\$59,656	\$34,218	(\$25,438)	-74%
570-Insurance proceeds	\$2,412	\$4,129	\$0	(\$4,129)	0%
592-Well drilling revenue	\$15,493	\$4,832	\$22,000	\$17,168	78%
597-Other revenue	\$84,940	\$190,948	\$170,000	(\$20,948)	-12%
598-Community aggregate levy	\$111,855	\$21,738	\$0	(\$21,738)	0%
630-Sale of non-TCA equipment	\$7,913	\$6,056	\$0	(\$6,056)	0%
830-Federal grants	\$0	\$1,364	\$0	(\$1,364)	0%
840-Provincial grants	\$1,448,984	\$1,171,518	\$1,254,523	\$83,005	7%
990-Over/under tax collections	\$17,617	(\$5,973)	(\$8,638)	(\$2,865)	32%
TOTAL REVENUE	\$36,815,438	\$34,694,138	\$34,661,177	(\$32,961)	0%
OPERATING EXPENSES					
110-Wages and salaries	\$4,285,154	\$3,475,359	\$4,409,466	\$934,107	21%
132-Benefits	\$721,693	\$606,975	\$716,378	\$109,403	15%
136-WCB contributions	\$31,815	\$21,300	\$37,381	\$16,081	43%
142-Recruiting	\$0	\$25,155	\$5,000	(\$20,155)	-403%
150-Isolation cost	\$33,554	\$54,585	\$36,000	(\$18,585)	-52%
151-Honoraria	\$396,957	\$279,767	\$446,700	\$166,933	37%
211-Travel and subsistence	\$308,845	\$211,049	\$326,461	\$115,412	35%
212-Promotional expense	\$10,164	\$17,358	\$45,106	\$27,748	62%
214-Memberships & conference fees	\$83,452	\$90,092	\$91,135	\$1,043	1%
215-Freight	\$77,824	\$75,076	\$110,070	\$34,994	32%
216-Postage	\$43,615	\$22,699	\$36,220	\$13,521	37%
217-Telephone	\$203,156	\$159,551	\$166,300	\$6,749	4%
221-Advertising	\$50,215	\$41,319	\$71,645	\$30,326	42%
223-Subscriptions and publications	\$5,199	\$3,329	\$10,650	\$7,321	69%
231-Audit fee	\$54,101	\$21,020	\$54,600	\$33,580	62%
232-Legal fee	\$211,123	\$77,288	\$48,500	(\$28,788)	-59%
233-Engineering consulting	\$297,121	\$45,323	\$186,000	\$140,677	76%

235-Professional fee	\$1,217,551	\$950,893	\$1,253,020	\$302,127	24%
236-Enhanced policing fee	\$122,565	\$63,360	\$195,250	\$132,890	68%
239-Training and education	\$29,877	\$28,606	\$79,477	\$50,871	64%
242-Computer programming	\$37,372	\$29,729	\$33,200	\$3,471	10%
251-Repair & maintenance - bridges	\$10,494	\$96,998	\$50,000	(\$46,998)	-94%
252-Repair & maintenance - buildings	\$117,207	\$121,531	\$221,265	\$99,734	45%
253-Repair & maintenance - equipment	\$212,069	\$151,133	\$229,400	\$78,267	34%
255-Repair & maintenance - vehicles	\$108,163	\$89,192	\$118,700	\$29,508	25%
258-Contract graders	\$192,392	\$141,221	\$118,500	(\$22,721)	-19%
259-Repair & maintenance - structural	\$1,483,662	\$1,087,910	\$1,671,031	\$583,121	35%
261-Ice bridge construction	\$90,104	\$52,520	\$100,000	\$47,480	47%
262-Rental - building and land	\$109,123	\$80,757	\$80,701	(\$56)	0%
263-Rental - vehicle and equipment	\$97,745	\$101,272	\$70,862	(\$30,410)	-43%
266-Communications	\$65,486	\$54,514	\$63,406	\$8,892	14%
267-AVL maintenance	\$6,039	\$0	\$0	\$0	0%
271-Licenses and permits	\$8,163	\$2,994	\$12,089	\$9,095	75%
272-Damage claims	\$736	\$20,555	\$10,000	(\$10,555)	-106%
273-Taxes	\$11,326	\$17,089	\$8,030	(\$9,059)	-113%
274-Insurance	\$193,590	\$224,851	\$310,791	\$85,940	28%
342-Assessor fees	\$233,372	\$180,782	\$233,180	\$52,398	22%
290-Election cost	\$0	\$5,725	\$7,500	\$1,775	24%
511-Goods and supplies	\$723,083	\$662,047	\$814,925	\$152,878	19%
512-Medical supplies	\$6,629	\$0	\$0	\$0	0%
521-Fuel and oil	\$550,752	\$338,169	\$522,403	\$184,234	35%
531-Chemicals and salt	\$194,019	\$140,882	\$334,400	\$193,518	58%
532-Dust control	\$390,791	\$639,710	\$340,000	(\$299,710)	-88%
533-Grader blades	\$147,542	\$82,055	\$125,000	\$42,945	34%
534-Gravel (apply, supply and apply)	\$926,651	\$1,525,631	\$1,622,710	\$97,079	6%
535-Gravel reclamation cost	\$41,031	\$0	\$50,000	\$50,000	100%
543-Natural gas	\$107,515	\$103,257	\$132,250	\$28,993	22%
544-Electrical power	\$435,197	\$434,568	\$412,800	(\$21,768)	-5%
710-Grants to local governments	\$1,298,329	\$1,716,546	\$1,500,000	(\$216,546)	-14%
735-Grants to other organizations	\$1,476,112	\$1,421,225	\$1,557,311	\$136,086	9%
747-School requisition	\$6,768,922	\$4,915,455	\$6,559,007	\$1,643,552	25%
750-Lodge requisition	\$568,212	\$720,470	\$720,470	(\$0)	0%
810-Interest and service charges	\$17,731	\$18,954	\$16,800	(\$2,154)	-13%
831-Interest - long term debt	\$395,863	\$230,297	\$456,697	\$226,400	50%
921-Bad debt expense	\$21,784	\$25,016	\$2,000	(\$23,016)	-1151%
922-Tax cancellation/write-off	\$57,491	\$71,804	\$60,000	(\$11,804)	-20%
992-Cost of land sold	\$13,288	\$0	\$0	\$0	0%
993-NBV value of disposed TCA	\$663,848	\$0	\$687,045	\$687,045	100%
994-Change in inventory	\$844,729	\$0	\$77,290	\$77,290	100%
995-Depreciation of TCA	\$4,616,513	\$0	\$5,297,221	\$5,297,221	100%
TOTAL	\$31,427,059	\$21,774,967	\$32,953,343	\$11,178,376	34%
Non-TCA projects	\$1,156,348	\$487,985	\$1,316,763	\$828,778	63%
TOTAL EXPENSES	\$32,583,406	\$22,262,951	\$34,270,106	\$12,007,155	35%
EXCESS (DEFICIENCY)	\$4,232,032	\$12,431,187	\$391,071	(\$12,040,116)	-3079%
OTHER					
125-Connection fees	\$90,000	\$0	\$0	\$0	0%
830-Federal transfers for capital	\$335,908	\$151,603	\$975,144	\$823,541	84%
840-Financial transfers for capital	\$8,736,456	\$4,320,732	\$5,706,413	\$1,385,681	24%

550-Interest revenue	\$10,082	\$0	\$0	\$0	0%
575-Contributed TCA	\$19,230	\$0	\$0	\$0	0%
597-Other capital revenue	\$6,272	\$13,859	\$359,798	\$345,939	96%
630-Proceeds of sold TCA asset	\$141,735	\$846,000	\$300,000	(\$546,000)	-182%
631-Proceeds of traded-in TCA assets	\$178,782	\$173,098	\$271,585	\$98,487	36%
	\$9,518,465	\$5,505,292	\$7,612,940	\$2,107,648	28%
EXCESS (DEFICIENCY) - PS MODEL	\$13,750,497	\$17,936,479	\$8,004,011	(\$9,932,468)	-124%

CONVERT TO LG INCOME STATEMENT

Remove non-cash transactions associated with PSAB changes

993-NBV value of disposed TCA	\$663,848	\$0	\$687,045	\$687,045	100%
994-Change in inventory	\$844,729	\$0	\$77,290	\$77,290	100%
995-Amortization of TCA	\$4,616,513	\$0	\$5,297,221	\$5,297,221	100%
Remove TCA revenues	(\$9,518,465)	(\$5,505,292)	(\$7,612,940)	(\$2,107,648)	28%
Total of OTHER per above	\$1,316,048	\$830,673	\$1,709,972	\$879,299	51%
Add LTD principle paid					
832-Principle Payments					
Add/Deduct LG model TF to/from reserves					
930-Contributions from Operating Reserve	(\$108,339)	(\$353,806)	(\$266,514)	\$87,292	-33%
762-Contribution to Capital (funding TCA projects)	\$4,884,901	\$0	\$3,094,169	\$3,094,169	100%
763-Contribution to Capital Reserves	\$2,829,907	\$0	\$1,795,000	\$1,795,000	100%
764-Contribution to Operating Reserves	\$1,384,606	\$0	\$120,000	\$120,000	100%
EXCESS (DEFICIENCY) - LG MODEL	\$50,000	\$11,954,320	(\$0)	(\$11,954,320)	

Project Name	Total costs so far (= prior years + 2010 costs)	Costs in Prior Years (2007-2009)	2010 Budget	2010 Costs, up to Nov. 30, 2010	2010 Budget Remaining, on Nov. 30, 2010	Status Update on Nov. 30, 2010	% Completion
Administration Department							
Questica Budget Module	12,050	0	15,000	12,050	2,950	Implementation completed. Being used now.	100%
FV Buildings Alarm System	0	0	13,128	0	13,128	Will be undertaken as part of the FV office upgrade.	0%
La Crete Office Building	3,047,805	2,134,880	1,051,375	912,925	138,450	Tender Complete/ Finishing the outfitting of the board room	99%
Zama Multi-Use Facility	2,256,033	399,991	2,611,956	1,896,042	715,914	The project is near completion. Official opening is scheduled for Jan 17, 2011.	95%
Virtual City Hall (Diamond Municipal Solutions)	0	0	20,000	0	20,000	Updated quote received. Reviewing implementation schedule.	5%
FV - Ford 9 Passenger Handivan	72,862	0	80,000	72,862	7,138	Completed.	100%
Fort Vermillion - Corporate Office Upgrade	468,114	16,850	1,738,150	451,264	1,286,886	In progress	20%
Vehicle for Public Works	32,640	0	35,000	32,640	2,360	Completed.	100%
La Crete Library Building	1,950	0	5,000	1,950	3,050	To be determined during 2011 budget deliberations	1%
Land Purchase in the Hamlet of Zama	0	0	140,000	0	140,000	County is negotiating land purchase	10%
Total department 12				3,379,733	2,329,876		

Fire Department							
2009 Pumper Truck (Zama FD)	345,556	132,972	199,063	212,584	-13,521	Purchased and delivered	100%
Tompkins Fire Hall Construction	82,525	0	300,000	82,525	217,475	Tender is advertized, closing Jan 26/11	10%
2009 Fire/Water Truck (as per RSSA with the Town of High Level)	231,622	0	300,000	231,622	68,378	Completed	100%
New Fire Hall / Public Works Building (Zama)	754,962	144,546	594,954	610,416	-15,462	Done	100%
Fire Guard Expansion Zama	347,621		369,696	347,621	22,075	Done	100%
Total department 23				1,484,768	278,945		

Project Name	Total costs so far (=prior years + 2010 costs)	Costs in Prior Years (2007-2009)	2010 Budget	2010 Costs, up to Nov. 30, 2010	2010 Budget Remaining, on Nov. 30, 2010	Status Update on Nov. 30, 2010	% Completion
Transportation Department							
La Crete 98th Ave - Urban Standard	3,628,657	3,645,813	154,187	-17,156	171,343	Project complete	100%
Wolfe Lake Road & Water Point	30,571	30,571	0	0	0	In conjunction with AJA drainage project	0%
Road Construction Requests (South)	77,556	77,556	22,444	0	22,444	Complete	100%
FV Rural - Gull Greek Bridge (BF 9041)	201,326	0	250,000	201,326	48,674	Completed	100%
FV - Compact Utility Tractor	20,966	0	25,000	20,966	4,034	Completed	100%
Public Works Shop Construction (relocate to WTP site) (La Crete)	826,298	736,298	90,000	90,000	0	Complete	100%
FV - Coverall Shelter for Rocky Lane Grader	0	0	30,000	0	30,000	Completed	100%
FV - Paving 53 St from River Rd. to 48 Ave (Urban Standard)	8,672	0	5,000	8,672	-3,672		0%
FV - Paving D.A. Thomas Park	0	0	1,000	0	1,000	Not going to do project.	0%
FV - Paving Lodge Parking	0	0	1,000	0	1,000	Not going to do project.	0%
FV - Skid Steer (Bobcat)	0	0	38,195	0	38,195	Done	100%
HL Rural - Drainage (East)	25,560	0	500,000	25,560	474,440	Approval received from Dene Tha Band. The next step is Albera Environment & tendering.	5%
HL Rural - Reconstruction of TWP Rd 110-2 (4 miles)	88,701	0	150,000	88,701	61,299	1 Road has been completed. Currently working on another road rebuild south of High Level.	50%
LC - Grader Replacement (Blue Hills)	338,961	0	350,000	338,961	11,039	Complete	100%
LC 102 Str & 92 Ave curb, gutter & sidewalk	1,711,394	1,710,218	39,782	1,176	38,606	Tender 100% complete, needs some warranty work.	100%
LC - Public Works - Salt and Sand Shelter & Asphalt Pad for Salt and Sand Shed	109,025	0	133,180	109,025	24,155	Asphalt pad complete.	75%
Zama Bears paw Crescent	511,261	492,261	49,633	19,000	30,633	Paving completed. Ditches in progress.	
LC - Public Works Shop - Plow Truck Replacement (unit 1844)	65,245	0	70,000	65,245	4,755	Complete	100%
River Road (Fort Vermillion)	1,130,231	1,102,493	55,490	27,738	27,752	The is still line painting to complete next spring.	95%
LC - Public Works Shop - Skid Steer Replacement	0	0	38,195	0	38,195	Complete, waiting for invoice.	100%
LC - Paving of Parking Lot at the Lodge	0	0	1,000	0	1,000	On hold.	0%
Road Construction Requests	183,924	0	250,000	183,924	66,076	Mackenzie County South: Complete	100%
Zama - Skid Steer (Bobcat)	0	0	38,195	0	38,195		
Zama - Hotsy 1270 Hot Water Steamer	0	0	7,000	0	7,000		
Zama - Truck Box Sander	0	0	15,000	0	15,000		
Zama - Water Tank	0	0	7,900	0	7,900		

Project Name	Total costs so far (= prior years + 2010 costs)	Costs in Prior Years (2007-2009)	2010 Budget	2010 Costs, up to Nov. 30, 2010	2010 Budget Remaining, on Nov. 30, 2010	Status: Update on: Nov. 30, 2010	% Completion
Apache Road - Pull Out Area	0	0	50,000	0	50,000	In planning stage.	
Hwy 697 Drainage (Buffalo Head)	110,080	15,176	66,780	94,904	-28,125	Complete; waiting for AT funding.	100%
Rocky Lane Road Reconstruction	325,077	130,760	169,240	194,317	-25,077	Pavement & road repairs complete.	100%
AJA Friesen Road Reconstruction	638,674	457,645	711,784	181,029	530,755	Project in progress.	30%
LC 100th Ave Reconstruction - CAMRIF (BCF)	1,347,932	99,431	1,279,213	1,248,501	30,712	Final inspection is scheduled for Sept 8, 2010	99%
Service box for FV truck	19,000	0	19,000	19,000	0	Done	100%
Demo Gravel Truck (Prairie Hydraulics)	232,564	0	240,000	232,564	7,436	Completed	100%
Total department 32			4,858,217	3,133,453	1,724,764		

Airport Department							
Project Name	Total costs so far (= prior years + 2010 costs)	Costs in Prior Years (2007-2009)	2010 Budget	2010 Costs, up to Nov. 30, 2010	2010 Budget Remaining, on Nov. 30, 2010	Status: Update on: Nov. 30, 2010	% Completion
LC - Airport Paving	2,416,640	0	2,595,670	2,416,640	179,030	Project complete, will be finalized sprind of 2011.	97%
FV - Airport Paving	1,207,394	0	1,308,890	1,207,394	101,496	Project complete, will be finalized sprind of 2011.	97%
Zama - Helipad	0	0	100,000	0	100,000	Waiting for specs from integrated engineering.	
Total department 33			4,004,560	3,624,034	380,526		

Project Name	Total costs so far (= prior years + 2010 costs)	Costs in Prior Years (2007-2009)	2010 Budget	2010 Costs, up to Nov. 30, 2010	2010 Budget Remaining, on Nov. 30, 2010	Status Update on Nov. 30, 2010	% Completion
Water Treatment & Distribution Department							
FV - Water Line Services (school, church, college)	4,960	0	50,000	4,960	45,040	Waiting for engineering.	
Zama Water Treatment System	13,489,974	13,489,351	30,000	623	29,377	Nearly completed	98%
Paving of Raw Water Truck Fill Access: Sub Grade Prep and Pavement (La Crete)	0	0	10,000	0	10,000	Posponed	
FV WTP - Lab Renovation & Equipment	3,723	0	16,000	3,723	12,277	On hold until approval received.	
FV WTP - Upgrades	455,242	455,242	30,000	0	30,000	On hold until approval received.	
FV WTP - Truck 3/4 Single Cab	35,484	0	35,000	35,484	-484	Completed	100%
Raw Water Truck Fill - Zama	0	0	100,000	0	100,000	Planning stage	
Treated Water Truck Fill - La Crete	109,572	0	170,000	109,572	60,428	Complete	100%
FV WTP - Boiler/ Header	17,852	0	31,537	17,852	13,685	The work was done but we haven't received the invoice yet. Done in July.	100%
FV WTP - Filter Media Replacement	0	0	24,713	0	24,713	New quote received. Under review.	
LC - Hydrant Replacement Program	101,901	0	100,000	101,901	-1,901	Complete	100%
LC WTP - Power Backup	0	0	99,000	0	99,000	On hold.	0%
Rural Water - Phase I	401,150	0	3,520,969	401,150	3,119,819	In progress	5%
Water Meter Reading System	51,407	0	50,000	51,407	-1,407	Complete	100%
Underground Sprinkler System at WTP site LC (Froese Enterprises)	0	0	6,000	0	6,000	Complete	100%
Cardlock Water Usage Reading System	6,886	0	10,000	6,886	3,114	Complete	100%
Total department 41			4,283,219	733,558	3,549,661		

Project Name	Total costs so far (= prior years + 2010 costs)	Costs in Prior Years (2007-2009)	2010 Budget	2010 Costs up to Nov. 30, 2010	2010 Budget Remaining, on Nov. 30, 2010	Status Update on Nov. 30, 2010	% Completion
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Sewer Disposal Department

Zama Waste Water Upgrade - phase 2 (CF)	4,106,801	4,024,619	100,000	82,182	17,818		
LC - Lagoon Upgrade	0	0	20,000	0	20,000	Under review	0%
LC - Sewer Flusher	55,011	0	55,000	55,011	-11	Complete	25%
LC - Sewer Trunk Main	1,343	0	420,400	1,343	419,057	Complete	100%
North Point Subdivision Lift station	3,600	0	636,000	3,600	632,400	In progress	80%
Total department 42			1,231,400	142,136	1,089,264		

Solid Waste Disposal

WTS Fencing Fort Vermilion	27,852	2,011	32,989	25,841	7,148	Done	100%
Total department 43			32,989	25,841	7,148		

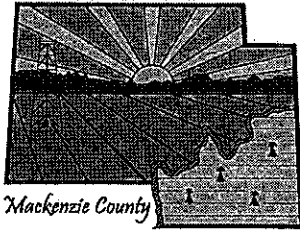
Agricultural Services Department

Blue Hills Storm Water Control & 103-2 rd (Blue Hills Drainage)	474,590	281,823	144,431	192,767	-48,336	Complete.	100%
Bushe River Flood Control (CN Ditch)	3,240	0	60,000	3,240	56,760	Complete.	100%
High Level East Drainage	0	0	150,000	0	150,000		0%
Blue Hills Drainage Study	9,895	9,895	10,105	0	10,105	To be reviewed at next ASB meeting.	
Total department 63			364,536	196,007	168,529		

Recreation Department

Fort Vermilion Arena - Dressing Rooms	118,950	0	725,000	118,950	606,050		
Fort Vermilion Recreation Board	6,624	0	25,000	6,624	18,376		
La Crete Recreation Board	61,358	0	65,000	61,358	3,642		
La Crete Ball Park	0	0	61,759	0	61,759		
Zama Recreation Board	0	0	40,000	0	40,000		
Total department 71			916,759	186,932	729,827		

Project Name	Total costs so far (= prior years + 2010 costs)	Costs in Prior Years (2007-2009)	2010 Budget	2010 Costs, up to Nov. 30, 2010	2010 Budget Remaining, on Nov. 30, 2010	Status Update on Nov. 30, 2010	% Completion
Parks & Playgrounds Department							
Machesis Lake Playground Additions: playground equipment & preparation	18,923	5,888	17,112	13,035	4,077	Done	100%
Dock Improvements	49,020	0	60,000	49,020	10,980	Complete	100%
Water Spray Park (Fort Vermilion)	0	0	80,000	0	80,000	On hold until budget complete.	0%
Zama Park - Installation of Water Line	15,575	0	10,000	15,575	-5,575	In progress	
Zama Community Park Expansion	262,064	0	344,760	262,064	82,696	In progress	
Concrete Toilet - Zama	19,975	0	19,975	19,975	0	Toilets on order	
Concrete Toilet - Machesis Lake	16,650	0	16,650	16,650	0	Done	100%
Concrete Toilet - FV Arena Park	15,450	0	16,650	15,450	1,200	Done	100%
Concrete Toilet - LC Arena Park	14,450	0	14,450	14,450	0	Complete	100%
Concrete Toilet - Hutch Lake	17,250	0	17,250	17,250	0	Done	100%
Fence around green space at Wadlin	10,303	0	11,000	10,303	697	Complete	100%
La Crete Walking Trails	56,600	0	57,000	56,600	400	Complete	100%
Cell Tower - Wadlin Lake	6,546	0	7,000	6,546	454	Complete	100%
RV Dump - Hutch Lake	0	0	6,600	0	6,600	Installed but waiting for contractor to come back to do special check.	100%
La Crete - Water Spray Park	0	0	120,000	0	120,000		
Total department 72			798,447	496,978	301,529		
TOTAL 2010 TCA Projects				23,963,449	13,403,380	10,560,069	



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 14, 2010
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	Bylaw 790/10 Water and Sewer Services

BACKGROUND / PROPOSAL:

The County Council approved a bylaw for provision of water and sewer services to the residents of Mackenzie County.

OPTIONS & BENEFITS:

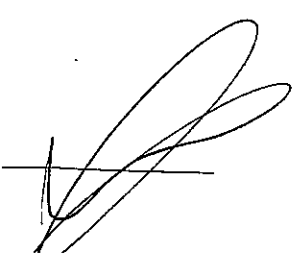
During the November 28, 2010 Council Budget meeting, the Water and Sewer Departments costs were reviewed and discussed. Administration presented Council with calculations of the break-even rate and 75% recovery rate. The water rate budget discussion document is attached.

Council passed a motion requesting that administration brings a new draft bylaw incorporating a 14% increase in water consumption rate. Please review the attached draft bylaw. All proposed changes are highlighted in the draft.

Please note that the proposed effective date of the new rates is February 1st to allow sufficient time for informing the residents for the increase.

COSTS & SOURCE OF FUNDING:

NA

Author: J. Whittleton Reviewed by: _____ CAO 

RECOMMENDED ACTION:

Motion 1:

That first reading be given to Bylaw 790-10 being the Water and Sewer Services Bylaw.

Motion 2:

That second reading be given to Bylaw 790-10 being the Water and Sewer Services Bylaw.

Motion 3: (requires unanimous)

That consideration be given to go to third and final reading of Bylaw 790-10 being the Water and Sewer Services Bylaw.

Motion 4:

That third reading be given to Bylaw 790-10 being the Water and Sewer Services Bylaw.

Author: J. Whittleton Reviewed by: CAO

**Mackenzie County
Water Rate Review**

2011 Budget

The first component used in the water rate calculation is consumption (in m³):

Metered, m ³	383,007
Cardlock, m ³	186,917
Raw, m ³	7,784
Total	577,708

The following cost groups used for calculations and are based on the projected 2011 budget:

Cost	Water distribution system costs	Water treatment and production cost	Total 2011 budget
Fixed	\$437,794	\$408,511	\$846,305
Variable	\$183,913	\$499,772	\$683,685
Long term debt (int + princpl)	\$59,907	\$1,360,562	\$1,420,469
Total	\$681,613	\$2,268,846	\$2,950,459

(A)

(B)

The number of meters that are currently installed:

La Crete	1,154
Fort Vermilion	395
Zama	158
Total	1,706

The water rate structure include the following components:

Water Distribution Cost Recovery (WDCR) Rate

The WDCR rate is applicable to metered users and the revenue will cover costs of maintaining the water distribution systems. The total amount to be recovered through this rate is equal to \$681,613 as shown in the cost groups table (A). The WDCR rate is calculated by dividing \$681,613 by 1,706 meters.

Fixed Cost Recovery (FCR) Rate

The FCR rate is applicable to all users (treated and raw water). The revenue collected will cover fixed costs associated with general operations of the water treatment plants and associated infrastructure. The total fixed cost is \$408,511 + \$1,360,562 = \$1,769,073 as shown in the cost groups table (B) (fixed cost plus long term debt). The FCR rate is calculated by dividing the sum of the fixed water treatment & production and long term debt costs by the total estimated consumption of 577,708 m³.

Variable Cost Recovery (VCR) Rate

The VCR rate is applicable to treated water users. The revenue collected will cover variable costs associated with water treatment plant and associated infrastructure costs that increase in proportion to the water consumption levels. The VCR rate is calculated by dividing the variable water treatment & production cost of \$ 499,772 by the treated water consumption of 569,924 m³.

**Mackenzie County
Water Rate Review**

2011 Budget

Rate comparison

	WDCR (per user per month)	FCR per m ³	VCR per m ³	Combined rate (FCR + VCR); m ³
To what user group this rate is applicable?	Treated water metered users (not applicable to cardlock and raw)	All users (treated and raw)	Treated water users (not applicable to raw water users)	Treated water users
What is the break-even rate?	\$33.29	\$3.06	\$0.88	\$3.94
What is our current rate?	\$15.73	\$1.49	\$0.64	\$2.13
By what percent the current rate would have to be increased in order to reach the break-even point?	112%	106%	37%	85%
What is the rate at 75% recovery?	\$24.97	\$2.30	\$0.66	\$2.95
By what percent the current rate would have to be increased in order to recover 75% of costs?	59%	54%	3%	39%
What is the rate at 14% increase in per m ² of consumption? Recommended by Council	\$15.73	\$1.70	\$0.73	\$2.43
FORMULA: WDCR + ((FCR + VCR) x Monthly Consumption) = Monthly Water Bill				

How is the sewer cost charged out?

The monthly sewer charge is calculated as percentage of the monthly water bill. The current percentage is 33.5%

At what percentage the sewer cost would have to be charged out in order to recover 100% and using the break-even water rate? 30%

At what percentage the sewer cost would have to be charged out in order to recover 75% while using the 75% recovery water rate? 30%

Example

A metered user with 18m³ consumption (an average residential monthly consumption):

	WATER	SEWER	TOTAL
Water & sewer bill at current rate	\$54.07	\$18.11	\$72.18
Break-even rate water & sewer bill	\$104.19	\$31.41	\$135.60 or 82% overall increase
75% recovery rate water & sewer bill	\$78.14	\$23.56	\$101.70 or 36% overall increase
14% increase in consumption rate	\$59.44	\$19.91	\$79.35 or 10% overall increase

Total projected water revenue at break-even rate	\$2,950,459	
Total projected water revenue at 75% recovery rate	\$2,212,844	75%
Total projected water revenue at 14% increase in consumption rate	\$1,719,212	58%

BYLAW NO. 778/10 790/10

**BEING A BYLAW OF THE MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA
RESPECTING THE WATER AND SEWER SYSTEM**

WHEREAS Part 3 Division 3 of the Municipal Government Act, Being Chapter M-26 of the Revised Statutes of Alberta, 2000, empower municipalities to provide municipal public services, and

WHEREAS Mackenzie County Council may pass a bylaw governing the management of the Municipalities water system, sewer system and storm drainage system,

WHEREAS the Mackenzie County has not increased/amended the water/sewer rates since January 2009, and currently expenses to operate the water and sewer systems exceeds revenues,

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

SHORT TITLE

1. This bylaw may be cited as the "Water and Sewer Bylaw".

DEFINITIONS

2. In this bylaw, unless the context otherwise requires,
 - a) "**Authorized Employee**" is a person appointed by the County's Chief Administrative Officer to act on behalf of the County with regard to the County's water and sewer and storm drainage systems.
 - b) "**Bulk Water**" means any containers that exceed 20 litres.
 - c) "**CAO**" means the Chief Administrative Officer of Mackenzie County, a person duly appointed pursuant to the Municipal Government Act and the County's Chief Administrative Officer Bylaw.
 - d) "**Catch Basin**" means storm sewer inlets that filter out debris such as leaves and litter. They are typically located next to street curbs or within Utility Right of Ways.

- e) “**Code**” means the Alberta Environmental Protection standards and guidelines for Municipal Waterworks, Wastewater and Storm Drainage systems and/or the Alberta Plumbing Code.
- f) “**Commercial**” means a service provided to a commercial establishment owned and operated by a business or individual for profit and service through a meter where the size of the meter is 5/8” to 4”(residential) 1”-4” (Commercial) inclusive. Commercial includes a plant that is used to produce or manufacture goods or services through some kind of industrial process.
- g) “**Consumer**” means a corporation, or person, or contractor, or occupant, or owner requiring the service and who is responsible for the cost of the same, as the context requires.
- h) “**Council**” means the Council of Mackenzie County elected pursuant to the Local Authorities Election Act, Revised Statutes of Alberta.
- i) “**County**” means Mackenzie County.
- j) “**Designate**” means a person appointed by the CAO to act on the County’s behalf with regard to the County’s water and sewer and storm drainage systems.
- k) “**Hamlet(s)**” means the unincorporated communities of Zama, Fort Vermillion, and La Crete as established with designated boundaries and approved by Mackenzie County.
- l) “**Infrastructure**” means public systems, services, and facilities of a country or region that are necessary for economic activity, including but not limited to water and sewer services.
- m) “**Interceptor**” means a receptacle that is installed to prevent oil, grease, sand or other materials from passing into a drainage system.
- n) “**Minimum water and sewer facilities**” means one water closet toilet and one cold water tap connected to the water and sewer mains.
- o) “**Municipal Government Act**” means the Municipal Government Act, RSA 2000, Chapter M-26, as amended or repealed and replaced from time to time.
- p) “**Registered Owner**” means the person registered as the owner of the property pursuant to the provisions of the Land Titles Act (Alberta).

- q) **“Sewer”** means sanitary sewer system including all mains, treatment and storage facilities in Hamlets within Mackenzie County.
- r) **“Storm drainage”** means storm drainage system, including ditches, catch basins, underground works, and outflows in Hamlets within Mackenzie County.
- s) **“Water”** means Mackenzie County Waterworks system including all the mains, storage and treatment facilities.

USE AND CONTROL OF THE WATER, SEWER AND DRAINAGE SYSTEM

- 3. The use and control of all water, sewer and drainage systems belonging to Mackenzie County, now laid down, constructed, or built subsequent to the passing of this bylaw, shall be in accordance with this bylaw and shall be under the management and control of the Chief Administrative Officer of Mackenzie County.
- 4. The following regulations apply to the usage of water and sewer supplied by Mackenzie County in the hamlets of Zama, Fort Vermilion, and La Crete as established with designated boundaries and approved by Mackenzie County.

REQUIREMENT TO CONNECT TO WATER AND SEWER MAINS

- 5. No water and sewer connections other than that specified in Section 3.2 of Bylaw 462/04 (Land Use Bylaw) shall be undertaken within the Mackenzie County, unless an application for it has been approved by the Development Officer and all required Permits have been issued. Permit applications shall be supplemented by any plans, specifications or other information considered necessary by the Development Officer.
- 6. Each and every dwelling and every occupied building situated on land abutting the water and/or sewer mains of the Hamlet, shall be connected with connections approved by Mackenzie County to the said water and/or sewer mains and shall be serviced with at least the minimum water and sewer facilities. Mackenzie County may designate an individual firm to enter on the land, building, erection, or structure to install water and/or sewer services and charge the cost thereof against the land, building, erection or structure in question, in the same manner as taxes and with the same priority as to lien and to payment thereof, as in the case of ordinary Municipal taxes. All existing Hamlet Residential development must connect to municipal services with the exception of Hamlet Country Residential development.
- 7. At such time as the Development Permit has been approved, the owner shall complete an application for water and sewer installation form and forward the

same to the nearest County office where the development is to take place. Once application has been received and approved by the County, the County shall provide the water and/or sewer service to the property line. All costs pertaining to the construction and supplies used for the water/sewer service shall be charged back to the property owner.

8. All construction/installations of water/sewer services from water/sewer mains to property line shall cease on October 1 of each calendar year and commence again on May 1 of each calendar year. Any variance to the mentioned dates would be at the discretion of the CAO.
9. Provisions of interceptors/Catch Basins:
 - a) (1) Grease, oil and sand interceptors shall be provided on private property by the owner for all garages/shops with floor drains, gasoline service stations and vehicle and equipment washing establishments. Restaurants, also, shall provide grease traps.
 - b) All interceptors shall be:
 - (1) of a type and capacity approved and certified under the Alberta Plumbing Code,
 - (2) located to be readily and easily accessible for cleaning and inspection, and,
 - (3) maintained by the owner or occupier at his/her expense.
10. No person shall receive services provided by the County without approval of Mackenzie County.
11. No person shall discharge into the sewer system any commercial or industrial waste of such nature that may prevent or impair the efficient operation of the sewer system or any part thereof.
12. No person shall do any work upon or interfere in any way with the water or sewer system unless specifically authorized to do so by the Chief Administrative Officer or designate.
13. The owner of any building connected to the water and/or sewer system shall, at all reasonable times, allow or permit the Utilities Officer or his/her agent to enter into and upon the premises for the purpose of inspecting connections, drains, and any other apparatus used in connection with the water and sewer system.
14. The owner/occupant shall, at his/her own expense, maintain all infrastructure from his/her property line to the building.

TAPPING WATER AND SEWER MAINS

15. No persons except authorized employees of the County, or persons duly authorized by the County, shall make any connection whatsoever with any of the public pipes or mains in the public thoroughfares of the County, which shall meet the Alberta Plumbing code. All water service/sewer pipes laid in private property, between the property line and the water meter, shall be of a material that meets the Alberta Plumbing code. No connection may be made to the water service pipe between the property line and the water meter, unless such connection is metered and is approved by the Chief Administrative Officer or designate. All sewer service pipes laid in private property, between the property line and the interior of the building, shall be of a material to meet the Alberta Plumbing Code. Unless otherwise approved in writing by a certified engineer, all sewer connections must have a back flow prevention device installed, and such device must meet the Alberta Plumbing Code and may be inspected by a Utilities Officer. All tapping and backfilling shall be done to meet the Alberta Plumbing Code and at the cost of the developer
16. A separate and independent water and sewer service shall be provided to every lot, unless otherwise required or approved in writing by the Chief Administrative Officer or designate.

INSPECTIONS

17. All connections shall be inspected and approved by an authorized employee prior to back fill. However, any damage during backfilling shall be the responsibility of the landowner. If any connections to the County's water and sewer system are covered or concealed before it is inspected, or tested, it shall be uncovered if the authorized employee so directs.
18. A minimum of two (2) working days notice is required for all inspections. If the inspection is an urgent situation requiring a response in less than the required two (2) working days, and the County agrees to respond in less than two (2) working days, the cost of responding to such a request may be billed at a rate in accordance with fee Schedule "A", in addition to normal fees to the person, corporation, or other such entities to whom the water and sewer charges are being billed, have been billed or will be billed.

WATER METERS

19. Each and every water service attached to the water system shall be metered and the water consumed, as indicated by the meter, shall be paid for in accordance with Schedule "A".
20. All water meters shall be supplied and installed by Mackenzie County at the expense of the developer / owner. All water meter installations shall be carried

- out by qualified personnel and each installation shall be subjected to an inspection by a person authorized or employed by Mackenzie County.
21. All meters, are and shall remain the property of Mackenzie County and as such shall be moved, changed, repaired, etc. by authorized employees only and at the discretion of the County.
 22. All water meters and remote readers must be installed in an approved location set by the developer and the Utilities Officer and be readily accessible to authorized persons for the purpose of reading, inspecting or changing same.
 23. The consumer shall give access to an authorized person or persons who may be under contract to Mackenzie County to a meter for the purpose of reading, inspecting, or changing same, and shall be responsible to keep said meter free from damage. The consumer may be liable for any damage which occurs to the meter.
 24. The consumer must report to Mackenzie County any damage caused to their meter within one regular working day upon discovering the damage.
 25. An authorized employee may undertake such repairs/replacements and charge all costs to the account of the consumer.
 26. Repairs necessitated to meters through normal operation and wear and tear will be repaired by the County, and will be considered as an operating expense and as such, charged to the water department.
 27. No meter by-pass line shall be installed without having obtained prior written approval by the Chief Administrative Officer or designate.
 28. All meters and meter installations shall be sealed by the County. Where a by-pass line and valve are installed around the meter, this valve shall also be sealed only and are not to be broken, except in the case of emergency when the seal on a by-pass valve may be broken. The breaking of any seals whether by accident or emergency shall be reported immediately to the County.
 29. No person shall:
 - i) interfere with the seals or tamper with any meter.
 - ii) tamper with any remote water meter reader or connection thereto.
 - iii) willfully, and without authority, hinder, interrupt, or cut off the supply of water.
 30. Any damage caused to meters and/or remote water meter readers through abuse, tampering, freezing or hot water shall be considered the responsibility of the consumer. Damage to the remote water meter reader will be repaired or replaced with all costs being assigned to the account of the customer.

31. Should any person claim a meter is not working properly and is over reading, the said person shall pay a fee to Mackenzie County the sum set out in Schedule "A". The meter will then be removed from service and given a proper bench test. Should the said meter be found to over read by more than 3%, the said person shall be refunded their fee. Any meter which meets the requirements previously stated shall be considered adequate and the person shall forfeit the said fee to Mackenzie County to cover costs of removal and test of the said meter. All conveniences during business hours shall be afforded the said person to witness meter tests.
32. The size of all meters installed shall be determined by Mackenzie County and will not necessarily conform to the size of service pipe installed in the building but will, however, be based on the estimated rate of consumption.
33. Should a meter cease to operate between reading periods; billing of the account will be done on an estimated consumption for the period. This estimate will be based on previously obtained consumption figures.

FIRE HYDRANTS AND VALVES

34. Except as hereinafter provided, no persons other than authorized persons set out by Mackenzie County shall open, close, operate, or interfere with any valve, hydrant or fire plug, or draw water there from.
35. The Chief of a Rural Fire Protection Association or a Voluntary Fire Brigade, his assistants and officers, are authorized to use the hydrants or plugs for the purpose of extinguishing fires, for making trail of hose pipe or for fire protection, but all such uses shall be under the direction and supervision of the said Chief or his/her duly authorized assistants and in no event shall an inexperienced or incompetent person be permitted to manipulate or control in any way any hydrant or plug. No person shall in any matter obstruct the free access to any hydrant or valve or curb stop. No vehicle, building, rubbish or any other matter which could cause obstruction shall be placed nearer to a hydrant than the property line of the street in which the hydrant is located, nor within twenty (20) feet of the hydrant in the direction parallel with the said property line.

RATIONING OF WATER

36. The Chief Administrative Officer of Mackenzie County may order water rationing as and when needed.

DAMAGED CURB STOPS

37. The property owner may be held responsible for any damages incurred by the owner on the curb stop which services the property owner. Mackenzie County

may designate an individual firm to repair damages of the said curb stop, and charge the cost of such repairs to the property owner.

CONNECTION OR DISCONNECTION OF SERVICES

38. A minimum of two (2) working days shall be required for connection or disconnection of services. If service is required within the two (2) working days a fee for service will be charged in accordance with Schedule "A".
39. After any construction, reconstruction, alteration, change or the completion of any work requiring a permit, **WATER SHALL NOT BE TURNED ON** to any building or premises until the work has been done to the satisfaction of an authorized person.
40. Water shall be turned on or off at the curb stop **ONLY** by an authorized person.
41. The County shall not be held responsible for damages caused within a residence or other building as a result of turning water on or off at a curb stop.

ADMINISTRATION OF WATER AND SEWER COSTS

42. All water/sewer accounts shall be set up in the name of the owner of the property only unless otherwise approved by the Chief Administrative Officer or designate.
43. Water and sewer service charges or rates shall be levied and collected monthly from all persons, corporations, or other such entities connected to and utilizing the Hamlets of Zama, Fort Vermilion, and La Crete water and sewer system in accordance with Schedule "A".
44. Water accounts shall be payable to Mackenzie County at the Zama, Fort Vermilion, High Level, or La Crete office, or such other places as designated by Council.
45. The Chief Administrative Officer or designate may shut off or discontinue water service for non-payment of account or failure to make application for water/sewer connection. Fee to reconnect such service as per Schedule "A".
46. Any charges for damage or rates, penalties and/or fees levied, shall be subject to court action if the occupant is a person other than the owner of the property; or in the case of the owner of the property to the same penalties and is collectable by the same procedure as taxes levied by Mackenzie County.
47. Failure of the consumer, being charged for water service, to receive a statement of account shall in no way affect the liability of such consumer to pay such levies and charges.

48. Upon closure of an account where the consumer is the owner of a mobile home, and is removing such mobile home from the lot on which it was situated, must return the water meter to the Mackenzie County office. Mackenzie County will refund money to the consumer as per Schedule "A" within forty (40) days upon return of the water meter, providing the meter is returned in good condition.

DISPOSAL OF WATER

49. No person being an owner, occupier, or tenant of any house, building or other premises which are supplied with water from the water system shall vend, sell, or dispose of bulk water therefrom, or give away, or permit the same to be taken or carried away, or use, or supply it to the use or benefit of others, or to any use other than his/her own use and benefit, or shall increase the supply of water beyond that fixed by the rating of the premises, or shall wrongfully, negligently, or improperly waste any water, unless prior written approval has been received by the Chief Administrative Officer or designate.

WELLS AND OTHER SOURCES OF SUPPLY OF WATER

50. No wells or other source of supply of water except the Hamlets of Mackenzie County water system shall be used in the County without prior written permission having been obtained by the Chief Administrative Officer or designate.
51. Any such permission may be withdrawn by order of the Chief Administrative Officer or designate at any time, without notice, and no person shall use a well or other source of supply of water after a permit for use of the same has been withdrawn.

USE AND PROTECTION OF SEWER SYSTEM

52. No person shall throw, deposit or leave in or upon any Hamlet sewer or storm drainage, or any trap, basin, grating, or other appurtenance of any Hamlet sewer, any butchers' offal, garbage, litter, manure, rubbish, sweepings, sticks, stones, bricks, feathers, tar, earth, gravel, dirt, mud, hay, straw, twigs, leaves, papers, glass, rags, cinders, ashes, any inflammable, hydrocarbon or explosive material, or refuse matter of any kind, except feces, urine, the necessary closet paper, waste water, slops properly discharged through the Hamlet sanitary sewer.
53. No person shall permit to be discharged into any sewer, any liquid or liquids which would prejudicially effect the sewers or the disposal of the sewage, or any matter of substance by which the free flow of the sewage may be interfered with, or any chemical refuse, or other trade waste, or any waste stream, condensing water, or other liquids of a higher temperature than sixty-five (65) degrees Celsius.
54. No person shall make or cause to be made any connection with any Hamlet

sewer, house drain, or appurtenance thereof for the purpose of conveying, or which may convey, into the same any roof drainage, weeping tile, cistern or tank overflow, condensing or cooling water, or discharge the contents of any privy vault, manure pit or cesspool, directly or indirectly, into any Hamlets sewer or house drain connected therewith without the written permission of the Chief Administrative Officer or designate.

55. No person shall turn, lift, remove, or tamper with the cover of any manhole ventilator or other appurtenance of any Hamlet sewer, except duly authorized employees of the County.
56. No person shall cut, break, pierce, or tap any Hamlet sewer or appurtenance thereof, or induce any pipe, tube, trough, or conduit into any Hamlets sewer, unless so authorized by an authorized employee of the County.
57. No person shall interfere with the free discharge of any Hamlet sewer, or part thereof, or do any act or thing which may impede, obstruct the flow, or clog up any Hamlet sewer or appurtenance thereof.
58. Authorized employees of Mackenzie County shall have the right at all reasonable times to enter houses or places which have been connected with the Hamlet sewers, and facilities must be given him to ascertain whether or not any improper material or liquid is being discharged into the sewer, and he/she shall have the power to stop or prevent from discharging into the sewer system any private sewer or drain through which substances are discharged which are liable to injure the sewers or obstruct the flow of sewage.

USE AND PROTECTION OF THE STORM DRAINAGE SYSTEM

59. No person shall throw, deposit or leave in or upon any Hamlet storm drainage system, or any trap, basin, grating, or other appurtenance of the Hamlet drainage system, any butchers' offal, garbage litter, manure, rubbish, sweepings, sticks, stones, bricks, feathers, tar, earth, gravel, dirt, mud, hay, straw, twigs, leaves, papers, glass, rags, cinders, ashes, any inflammable or explosive material, feces, urine, closet paper, waste water, slops, or any other liquid or chemical or refuse matter of any kind.

RURAL WATER LINE CONNECTIONS

- 60. A registered owner requesting access to the rural water line shall be required to enter into a Rural Water Connection Contract as per Schedule C;
- 61. All registered owners shall be required to sign an access agreement at no cost to the County prior to any service being provided.

CONTRAVENTION

- 62. A person who contravenes a provision of this Bylaw is guilty of an offence and liable on summary conviction to the penalty as prescribed in Schedule "B" of this Bylaw or, on summary conviction to a fine not less than twenty (\$20.00) and not more than five thousand (\$5,000.00), and in the event of a failure to pay the fine to imprisonment for a period not exceeding six (6) months.
- 63. Violation tickets shall be issued in accordance with the Provincial Offences Procedure Act.

RESCINDING OF FORMER BYLAWS

- 64. This Bylaw rescinds Bylaw No. 778-10.

DATE OF COMMENCEMENT

- 65. This Bylaw shall take effect after receiving three readings.

READ a first time this ___ day of _____, 2010.

READ a second time this ___ day of _____, 2010.

READ a third time and finally passed this ___ day of _____, 2010.

Bill Neufeld
Reeve

William Kostiw
Chief Administrative Officer

**BYLAW NO. 778/10 790-10
SCHEDULE "A"**

**SCHEDULE OF WATER RATES, PENALTIES, AND FEES AND DEPOSITS
FOR THE HAMLETS OF ZAMA, FORT VERMILION,
AND LA CRETE WATER WORKS SYSTEM**

(A) Water System Rates – Monthly Fixed Fee (Applicable to Metered Users):

\$15.73 / per month

(B) Water Consumption Charges – Treated Water (Applicable to Metered and Truck & Barrel Fill Users):

Rate per Cubic Meter **\$2.13/ cubic meter up to January 31, 2011**

\$2.43/ cubic meter effective February 1, 2011

(C) Water Rates – Raw

Rate for raw water **\$1.49/ cubic meter up to January 31, 2011**

\$1.70/ cubic meter effective February 1, 2011

(D) Sewer Rates – Monthly

Shall be applied at **33.50%** of the total water charge amount.

(E) Fees and Deposits

(i) Application fee for new service -\$20.00

(ii) Transfer from one service to another -\$20.00

(iii) a) Reconnection of service due to non-payment of account in accordance with Section 53 -\$50.00

b) Fee for service required to connect or disconnect water upon the request of the customer within the two (2) working days requirement in accordance with Section 47 -\$20.00

(iv) Fee for inspection of water connection within the required two (2) day notification in accordance with Section 25 -\$20.00

- (v) Deposit for cardlock -\$100.00
- (vi) Deposit for keylock -\$20.00
- (vii) As per section 28, the cost of water meters and the installation fees, based on commercial or residential, are as follows:

Size of Meter	Cost of Meter	Installation Fee
5/8"	\$170.00	\$65.00
3/4" Residential	\$214.00	\$65.00
3/4" Commercial	\$214.00	\$125.00
1"	\$272.00	\$125.00
1 1/2"	\$620.00	\$125.00
2"	\$850.00	\$125.00
3"	\$1,612.00	\$125.00
4"	\$2,625.00	\$125.00

* 15% administrative fee is included in all meter costs.

** The consumer will be given the option of paying the complete cost upon application, having the cost applied to their first water bill, or having the cost applied to their water bill in 6 equal payments.

*** Meters of a greater size than identified above will be dealt with on an individual basis.

- (viii) Upon the return of a water meter from the person in accordance with Section 56 due to the closure of an account, Mackenzie County will refund that person the original amount paid for the meter upon initial installation.
- (ix) A \$50.00 fee for water meter testing in accordance with Section 40.
- (x) Deposits may be transferable from one service to another by the same consumer.
- (xi) The fee shall be retained by Mackenzie County and applied against any outstanding balance upon disconnection of the service. In the event there is no outstanding balance or service charges remaining on the account upon disconnection of the service, Mackenzie County shall refund money to the customer within forty (40) days.

- (xii) In any case money deposited with Mackenzie County as a guarantee deposit remains unclaimed for a period of five years after the account of the consumer so depositing has been discontinued, the amount of the deposit shall be transferred to the general revenue account of Mackenzie County.
- (xiii) Mackenzie County remains liable to repay the amount of the deposit to the person lawfully entitled thereto for a period of ten years next following the discontinuance of the account but after the ten year period the deposit becomes the absolute property of Mackenzie County free from any claim in respect thereof.
- (xiv) \$50.00 per hour fee per utilities officer for services required to construct, repair, or service where the responsibility for required work was born by the developer, consumer or corporation.

(F) **Rural Water Line Connection Fees**

Option 1:

\$1,200 lump sum payment upon the Rural Water Connection Contract signing (Schedule C)

\$10,800 lump sum prior to connection to the water line

Option 2:

\$1,200 lump sum payment upon the Rural Water Connection Contract signing (Schedule C)

\$114.55 / per month as a phased repayment of capital contribution costs towards the construction of rural water line for a period not to exceed 10 (ten) years **with the payment starting date being the date of the connection to the water line**

**BYLAW NO. 778/40 790-10
SCHEDULE "B"**

**SCHEDULE OF FINES
FOR THE HAMLETS OF FORT VERMILION, LA CRETE AND ZAMA
WATER WORKS SYSTEM**

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

SECTION	DESCRIPTION	PENALTY
6	Failing to connect to county owned water and sewer facilities	\$2,500.00
9	Failing to provide grease, oil & sand traps & maintain catch basins	\$1,000.00
7,10, 11, 12, 15,23, 24, 25, 27, 29, 34, 40, 54, 55, 56	Interfering/Tampering with Municipal water or sewer systems	\$2,500.00
13, 23, 50	Failing to allow County staff or agent to enter premises	\$250.00
14	Failing to maintain water or sewer system	\$100.00
15	Failure to use proper material	\$250.00
15	Failure to install backflow preventer	\$150.00
15	Failure to execute proper tapping or backfilling	\$250.00
17	Covering a water or sewer system prior to inspection	\$250.00
17	Failure to uncover a water or sewer system at the request of an authorized employee after it has been covered	\$500.00
28	Failure to report broken seal to County	\$20.00
35	Obstruction of Fire Hydrants/Valves	\$100.00
49	Illegal disposal of water	\$1,500.00
50	Well or other source of water supply	\$150.00
51, 52, 53 & 58	Illegal disposal in sewer or storm drainage system	\$2,500.00

**BYLAW NO. ~~778-10~~ 790-10
SCHEDULE "C"**

THIS AGREEMENT MADE AND ENTERED INTO THIS _____ DAY OF
____, A.D. 20__

Mackenzie County

in the Province of Alberta

and

NAME: _____ PHONE NO. (Home) _____

TAX ROLL NO.: _____ PHONE NO. (Work) _____

POSTAL ADDRESS: _____

SERVICE LOCATION: _____

LEGAL LAND DESCRIPTION _____

(hereinafter called the "Customer")

WHEREAS the Customer desires a supply of water for use at the service location; and

WHEREAS water service is available to all farming, residential and other consumers who have met current ownership requirements of the County; and

WHEREAS this document is deemed to be an application only for service until it is executed under seal by the duly authorized officers of the County; and

WHEREAS the County at all times reserves the right to refuse any application for just cause;

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the premises, covenants and agreement herein contained the parties agree as follows:

1. **DELIVERY AND SALE:** The County shall sell and deliver water to the Customer, so far as is practical to do so at the Service Location provided in the contract. The County will install the Rural Water Line as a "trickle system" at a guaranteed rate of 2 gallons per minute.
2. **TITLE:** The title to the distribution system up to and including the meter and including the extensions to serve other members or Customers shall be vested in the County notwithstanding the contribution to the cost hereof made by the Customer. The County shall have the right to make use of and/or continue the said water line extension for the purpose of serving other members or consumers.
3. **METER/CURBCK (CC) LOCATION:** The water meter and CC shall be placed on the Customer's property at a point which the County shall have the sole right to determine. Title of water supplied by the County shall pass from the County to the Customer at the outlet of the water meter. All owners, tenants or occupants of any building wherein a water service is installed shall give access to every facility for the introducing, placing, inspecting and reading of such meter and shall protect it from interference or damage from frost or otherwise.
4. **LONG DISTANCE CONNECTIONS:** Costs of connections exceeding 300 (three hundred) meters shall be paid by the Customer.
5. **RIGHT OF WAY:** The Customer hereby grants to the County a blanket utility right-of-way and easement, where it does not conflict with the other existing easements, that the County requires in order to construct and maintain its distribution system to serve the Customer or any current or future consumers of the County, upon the terms and conditions of the County's standard easement agreement across all lands in which the consumer has or may acquire an interest (the Customers Land), to the full extent of that interest. The Customer further agrees to execute prior to construction of the distribution system all documents which the County may require to be executed for the purpose of registering the County's standard easement agreement. The utility right-of-way and easement hereby granted shall remain in full force and effect for as long as the County, its successors and assigns desire and so

long as the County, its successors and assigns, continue to operate and maintain distribution lines across the Customers Land and will continue to operate notwithstanding the discontinuance of service by the County, its successors and assigns, or the termination of this Agreement.

- 6. ACCESS:** The County, its servants, agents, and nominees shall have the right of reasonable access to the Customers Land and buildings at all reasonable times for the purpose of inspecting any of the lines, equipment or appliances upon the Customers Land whether the same are the property of the County or the Customer, and for the purpose of repairing or maintaining the same, of removing all or any part of the same which are the property of the County.

- 7. MAINTENANCE:** The County shall at its sole risk and expense maintain the pipelines, meters, regulators, and other facilities needed to deliver water to the outlet of the meter. The County shall perform all maintenance and make repairs, renewals, or replacements as it sees fit to do so. The County will not however, be responsible for repairs, renewals, replacements or maintenance of the Customers piping or equipment beyond the Curbscock (CC) which is designated at the point of delivery. The Customer shall be responsible for repairs, renewals, replacements or maintenances of the customer's piping or equipment beyond CC.

- 8. DOWNSTREAM CONSTRUCTION:** The Customer shall be liable for the costs of installations of all secondary piping beyond the outlet of the meter and within his own premises including the piping from the point of delivery to the buildings and shall assume all risk and responsibility with respect to such piping and his equipment and protection of the same. The consumer agrees that any such piping shall be done in conformity with all laws, statues, by-laws, rules and regulations made by the County and applicable engineering guidelines. The County shall have the right to inspect such piping but such inspection shall not relieve the Customer of his responsibility in respect of such piping and installation, or in respect of any of his equipment or appliances.

Downstream construction is defined as being within the established boundaries of the Customers serviced Farm Yard. The Customer shall not add or sell water to other residential structures, including houses, trailers, or businesses that are not directly owned by him, exist on the serviced yard or are further than 200 yards from the primary dwelling. Service to these situations must be through the County and NOT by a Customer. The County reserves the right to discontinue service to the primary service location on the decision of the County that a service violation has been installed.

The Customer acknowledges that the supply of water by the County to the service location is provided at a maximum flow rate of 2 gallons per minute and that the Customer must construct, at his own sole cost and expense, a holding tank for

reserve purposes that will be suitable and adequate for his anticipated water requirements.

In the event that the Customer subdivides the parcel of land to which water is supplied hereunder, this Agreement shall apply to that portion of the subdivided land upon which the point of delivery is located. Water service shall only be available to the other subdivided parcel or parcels pursuant to a new Customer Contract or Contracts.

9. WARNING AND INDEMNITY: The County shall incur no liability by reason of failure to supply water for any cause beyond the reasonable control of the County, nor shall it be liable for loss, costs, or damages to persons or property arising or resulting from the supply or use of water. The Customer is hereby warned of the danger from contact with any part of the County's lines or equipment, and he shall at all times exercise every reasonable precaution necessary to prevent damage to said lines and equipment. In the event of any accident, injury or damages which were caused by a direct or indirect action of the Customer, shall be full responsibility of the Customer, and the Customer shall at all times indemnify and save harmless the County from any and all claims for damages arising by reasons of any such accident, injury or damages. The Customer shall be responsible for all damages to lines and equipment on his property due to his and/or his agent's negligence.

10. RESALE: The Customer shall not resell water delivered to him under the terms of the Agreement.

11. DISCONTINUANCE OF SERVICE: The County shall have the right to discontinue or refuse to continue the supply of water to the Customer for any of the following reasons:

11.1 lack of supply of water,

11.2 repairs or alterations to the County's piping or equipment;

11.3 conditions which in the opinion of the County are dangerous to life or property;

11.4 to prevent fraud, abuse to County property or the resale to others of water;

11.5 non-payment of any account when due;

11.6 the insolvency or bankruptcy of the consumer;

11.7 the use not in conformity with the provisions of the Agreement by the Customer of any water;

11.8 the breach by the Customer of any of the provisions of this Agreement;

The County shall not be required to provide notice of discontinuance for the reasons set out in sub clauses (11.1) to (11.3) inclusive but shall give forty-eight (48) hours notice of discontinuance for the reasons set out in sub clauses (11.4) to (11.8) inclusive.

The discontinuance of the supply of water for any of the reasons aforesaid shall in no way affect any other rights or remedies that the County may have against the Customer. The County shall have the right to charge the Customer a reconnection fee as set from time to time by Council of the County before the supply of water is reconnected after discontinuance for any of the reasons set out in sub clauses (11.3) to (11.8).

12. NOTICE: The County may serve any discontinuance notice, or other document required to be served hereunder by mailing the same by prepaid registered mail to the Customer at the address herein provided or by delivering the same by prepaid registered mail to the Customer at the address herein provided or by delivering the same to the premises where water is being supplied by the County and/or attaching the same to the door of the premises. In the event the clause 15 is hereof applies, notice shall be given by mail to the Customer and by delivery to the premises where water is being supplied. The Customer may give notice to the County by delivering the same to the County's Chief Administrative Officer or by mailing the same by prepaid registered mail to the County at the address herein provided. The addresses of the parties hereto, to which communications and notices may be served and to which all payments shall be made are as follows:

**Attention: Chief Administrative Officer
Mackenzie County
P.O. Box 640
Fort Vermilion, Alberta
T0H 1N0**

Any such notice or document shall be conclusively deemed to have been given and received if delivered, on the date of such delivery, or if mailed, ten (10) calendar days after such mailing. Either party may change its address by notice in writing served upon the other party.

13. WATER RATES AND CONNECTION FEES:

- a) The Customer shall pay to the County monthly water bill at a rate set by the County in the Water & Sewer Services Bylaw and/or as otherwise stipulated in such Bylaw. The Bylaw may be amended from time to time.
- b) The Customer shall pay \$1,200 (twelve hundred dollars) lump sum payment at the time of this Contract signing.
- c) The Customer shall pay \$114.55 per month water line infrastructure charge for a period of 10 (ten) years.

- d) Accounts for water which are not paid when due shall incur a late payment penalty as per the County's applicable policies and/or bylaws.

14. RENTAL PROPERTY: In the event that the Customer has entered into or hereafter enters into an agreement whereby the Customer's land to which water is supplied is rented to a third party, the Customer shall be liable to the County for all rates, charges and other costs (including interest thereon) charged hereunder notwithstanding that the third party has entered into a Customer Contract with the County and notwithstanding that the invoice for water consumption and the operating charge is addressed to such third party.

15. TRANSFER: This Agreement is not transferable or assignable by the Customer without the consent of the County. In the event that the County consents to an assignment, the Customer shall not be relieved of an existing debt or obligation to the County.

16. VERBAL AGREEMENTS: No promises, agreements or representations by an agent or employee of the County shall be binding upon the County unless the same is incorporated into this Agreement before it is signed and accepted by the County.

17. AGENTS: Notwithstanding anything herein contained the County shall be entitled to assign all or any of its rights or obligations under this Agreement and may from time to time appoint, employ or engage a person, firm or corporation to do any act or thing which the County is required or entitled to do hereunder either in its own name or in the name of the County. In such event, such person, firm or corporation shall have the rights to access to the Customer's Lands set out in Clauses 5 and 6 herein.

18. DEFINITIONS: IT IS UNDERSTOOD that Clause 16 herein, this Agreement shall ensure to the benefit of and be binding upon the County, its successors and assigns and Customer, his executors and administrators, successors and assigns and that wherever the singular or masculine is used herein the same shall be construed as meaning the plural or feminine or a body corporate where the context so requires and that if the Customer is two or more parties the agreements and covenants on their party shall be deemed to be joint and several.

19. ENCUMBRANCE: The Customer hereby charges and encumbers all his estate and interest in the Customer's Land to the extent of any monies owing by the Customer to the County from time to time under the terms hereof together with any costs, including all legal costs on a solicitor and client basis, incurred by the County in the enforcement of any terms of this Customer contract; and acknowledges and agrees that the County may, register a Caveat against the title to the Customer's Lands

respecting such debt. The foregoing shall be an addition to, and not in derogation from or substitution for, any other rights or remedies to which the County may be entitled.

20. REGULATIONS: This Agreement is made subject to any rules and regulations passed by the County from time to time and of any governmental body having jurisdiction and such rules and regulations form a part of this Agreement.

IN WITNESS WHEREOF the parties hereto have executed these presents as of the _____ day of _____, A.D. 20____.

SIGNED SEALED AND DELIVERED

Mackenzie County

Per: _____

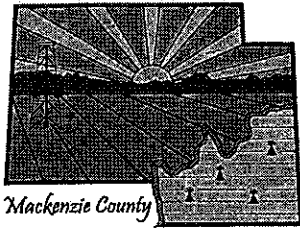
In the presence of:

Per: _____
(Customer)

Per: _____
(Witness)

Per: _____
(Customer)

Per: _____
(Witness)



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 14, 2010
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	Policy FIN028 – Credit Card Use

BACKGROUND / PROPOSAL:

Subsequent to the interim audit of October 2010, the County's auditors recommended that the County establishes a formal credit card use policy.

OPTIONS & BENEFITS:

Administration prepared a draft policy. The draft policy was reviewed by the Finance Committee. The Finance Committee passed a motion:

That a recommendation be taken to Council to establish the Credit Card Use Policy FIN028 as amended.

Please review the attached policy.

COSTS & SOURCE OF FUNDING:

NA

RECOMMENDED ACTION:

That the Policy FIN028 Credit Card Use be established and approved as presented.

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

Mackenzie County

Title	Credit Card Use	Policy No:	FIN028
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Legislation Reference	Municipal Government Act, Part 6, Section 248
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Purpose

To establish a policy and procedure for the use of County credit cards.

Policy Statement:

The County issues credit cards to facilitate certain minor purchases such as authorized traveling arrangements and associated costs, authorized conference registration fees, training fees, specialized equipment parts etc. The County credit cards shall only be used for the purchase of goods and services for official business of Mackenzie County. Credit cards shall be used only in warranted circumstances.

Guidelines/Procedures:

1. Approval authority

A credit card shall only be issued to an employee on approval by the Chief Administrative Officer and in accordance with this policy.

The personnel that may receive an authorization to hold a County credit card are listed in Schedule A.

2. Authorized credit limit

The total combined authorized credit limit of all credit cards issued by the County shall not exceed \$50,000.

3. Allowable Purchases

The allowable purchase limits shall be within the individual's purchasing authorities as outlined in the Purchasing Authority Directive and Tendering Policy FIN025 and/or as authorized by the Chief Administrative Officer and as approved in the County's budgets.

4. Responsibility of Credit Cardholders

4.1 An employee shall be required to enter into a Cardholder Agreement presented as Schedule B.

- 4.2 The employee shall ensure that all credit card purchases are in compliance with the County's Purchasing Authority Directive and Tendering Policy FIN025.
- 4.3 A credit card shall only be used by the employee to whom the card is issued.
- 4.4 The employee issued the credit card is responsible for its protection and custody.
- 4.5 The employee using the credit card must submit receipts, including documentation detailing the goods and services purchased, the associated costs, date of the purchase and the official business explanation.
- 4.6 The above said receipts and documentation must be submitted to the Corporate Services Department in a timely manner to reconcile against the monthly credit card statement.
- 4.7 A credit card shall not be used for cash advances, personal use or any other type of purchase not permitted under the County's purchasing ordinance.
- 4.8 Lost or stolen credit card shall be immediately reported to both ATB Financial and the Chief Administrative Officer.
- 4.9 An employee must immediately surrender the card upon termination of employment. The County reserves the right to withhold the final payroll payout until the card is surrendered.

5. Non-Compliance

- 5.1 Violation of the policy may result in revocation of a credit card use privileges.
- 5.2 An employee found guilty of unauthorized use of a County credit card may be subject to disciplinary action up to and including termination and legal action under the Provincial Statutes.
- 5.3 An employee shall be required to reimburse the County for all costs associated with improper use through direct payment and/or payroll deduction.

6. Internal Controls

6.1 The County Chief Administrative Officer is the administrator of this policy and shall be responsible for the issuance and retrieval of assigned credit cards to personnel and generally for overseeing compliance with this policy.

6.2 Director of Corporate Services shall be responsible for :

- a) Assisting and maintaining record of issuance and retrieval of credit cards and overseeing compliance with this policy.
- b) Accounting and payment of expenses.
- c) Reconciliation of receipts and documentation to the monthly statements.
- d) Presentation of the monthly credit cards statements to the Finance Committee.

	Date	Resolution Number
Approved		
Amended		
Amended		

Schedule A

The following employees may be authorized by Chief Administrative Officer and Director of Corporate Services to hold a County credit card:

Position	Credit Card Limit
Chief Administrative Officer	\$7,500
Director of Corporate Services/Assistant CAO	\$5,000
Director of Operations (North)	\$5,000
Director of Operations (South)	\$5,000
Executive Assistant	\$5,000
Supervisor of Planning and Development	\$2,500
Agricultural Fieldman	\$2,500
Supervisor of the Hamlet of Zama	\$2,500
Administrative Assistant (High Level) <i>(for travelling arrangements)</i>	\$5,000
Public Works Administrative Officer/La Crete Office Manager	\$2,500
Taxation and Assessment Clerk <i>(for approved promotional advertising)</i>	\$2,500
TOTAL	\$45,000

Schedule B

Credit Cardholder Agreement

Requirements for use of the County Credit Card:

1. The credit card is to be used only to make purchases at the request of and for the legitimate business benefit of Mackenzie County.
2. The credit card must be used in accordance with the provisions of the Credit Card Use Policy established by Mackenzie County, as attached hereto.

Violations of these requirements shall result in revocation of use privileges. Employees found to have inappropriately used the credit card will be required to reimburse the County for all costs associated with such improper use through a direct payment and/or payroll deduction. Disciplinary action(s) may be taken up to and including termination of employment. Mackenzie County will investigate and commence, in appropriate cases, criminal prosecution against any employee found to have misused the credit card or who violates the provisions of the cardholder agreement.

Credit Card Number: _____

Received by: _____
Name (Please Print)

I acknowledge receipt of the attached Credit Card Policy and agree to abide by said Policy.

Signature: _____

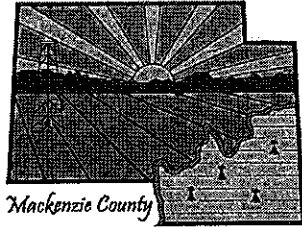
Date: _____

(Below, for Corporate Services Department Use Only)

Credit Card Returned

Authorized Signature: _____

Date: _____



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 14, 2010
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	Finance Committee Terms of Reference

BACKGROUND / PROPOSAL:

The Finance Committee Terms of Reference (TOR) was established and approved by Council.

OPTIONS & BENEFITS:

Annually at the Finance Committee's organizational meeting, the TOR is reviewed in order to inform the new and refresh the memory of the members who had prior experiences with the Committee, of its contents and review the TOR for any potential changes that may need to be taken to Council.

The Finance Committee reviewed the existing TOR at their December 3, 2010 meeting and passed the following motion:

That a recommendation be taken to Council to add Regional Airports to the Finance Committee Terms of Reference.

Subsequent to the Finance Committee meeting, Administration thought that making another two changes may be appropriate. All proposed changes/additions are highlighted on the attached TOR for Council's review and consideration.

COSTS & SOURCE OF FUNDING:

The Committee's expenses are covered under an operating budget.

RECOMMENDED ACTION:

That the Finance Committee Terms of Reference be approved as amended.

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

Mackenzie County Finance Committee

Terms of Reference

1. Committee Designation:

Mackenzie County Finance Committee ("FINCOM")

2. Finance Committee Members:

The Mackenzie County Finance Committee shall be comprised of:

- Four Councillors
- Chief Administrative Officer
- Director of Corporate Services
- Others as required

3. Committee Objective, Scope of Activities, and Duties:

The Mackenzie County Finance Committee shall be responsible for **oversight of any matters involving finances and in particular:**

[A] Financial oversight duties:

1. Review financial reports as and if required.
2. Ensure that municipal investments are pursuant to Section 250 of the Municipal Government Act.
3. Initiate audits and bank proposals.
4. Review auditor's management letters and other audit related communications.

[B] Advisory duties, provide recommendations to Council:

5. Review financial policies, reserve policies, and the format of monthly reports (operating and capital), and make recommendations to Council.
6. **Review any Regional matters that may have financial implications, such as Regional Airports.**
7. **Explore/review and recommend options regarding sale and/or lease of the County owned lands (for example: airport lots/stalls)**
8. Review fees and charges (including water, sewer, and garbage) payable by ratepayers under the various bylaws.

- ~~9. Review overdue accounts receivables and utilities lists and make a recommendation with respect to transfers to taxes and/or collections (may use a consultant as required).~~
10. In general - provide recommendations to Council regarding the financial affairs and the financial management of the County, or as requested or required.

[C] Delegated organizational duties:

11. Be responsible for Union negotiations.
12. Undertake performance reviews and contract renewal for out-of-scope employees.
13. Award and administer the Bursary Program.
14. Review and approve CAO's expense claims.
15. Review monthly MasterCard statements.
16. Review Council monthly expenses and honorariums.
- 17. Review overdue accounts receivables and utilities listings and make a recommendation to administration with respect to transfers to taxes and/or collections (may use a consultant as required).**
- 18. Administer the use of the annually budgeted funds (if any) for the local recreational boards for emergent items.**

4. Time Period Necessary for the Committee to Carry Out its Purpose:

Ongoing. The Finance Committee will meet monthly and/or as required.

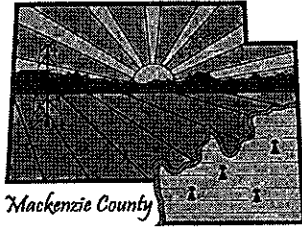
5. Reporting Structure:

The Finance Committee shall report directly to the County's Council.

6. Finance Committee Administrative and Financial Support:

- The Mackenzie County shall provide resource and financial support.
- The Mackenzie County office shall provide meeting space.
- Committee members shall be reimbursed for their expenses as per the Honorariums and Related Expense Reimbursement Bylaw.

	Date	Resolution Number
Approved	Dec. 11, 2007	
Amended	Dec. 9, 2008	08-12-980
Amended		
Amended		



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 14, 2010
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	High Level Golf & Country Club – Tax Exemption Request

BACKGROUND / PROPOSAL:

Prior to 2005, the High Level Golf and Country Club was assessed as taxed exempt property. A small portion was taxed as commercial vacant land and the residential site was taxed.

Subsequent to an assessment audit by Municipal Affairs, the County and the County's assessor were advised that the golf courses are not exempt from taxation. Therefore, the County's assessor started assessing the High Level Golf Club as a commercial property.

High Level Golf & Country Club has been trying to gain exemption status for municipal taxation purposes for a number of years since. A few letters were exchanged since 2005, a few meetings were held and a few presentations to Council took place. In 2010, the County Council reduced the Club's municipal tax portion substantially. The major increase in 2010 assessment was due to the conversion to Marshall & Swift construction cost manual. The assessment went from \$578,520 to \$1,843,910.

2010 record for the roll 303370:

	2010 combined assessment and taxation notice	Reduced tax as per Council's motion (to reduce the total payable to 2009 level)
Municipal tax (non-residential)	\$20,672.08	\$370.68
School tax	\$7,692.79	7,692.79
Lodge tax	\$597.43	597.43
TOTAL	\$28,962.30	\$8,660.90

Note: The difference of 20,301.40 was treated as tax cancellation and contributes to the difference between the 2010 actual and budgeted tax revenue on the County's Statement of Operations.

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

OPTIONS & BENEFITS:

As described in the attached letter to the High Level Golf & Country Club, there are three methods to obtain an exemption from taxes:

1. *If the assessor does not agree that a property owner qualifies, the property owner files a complaint with the Assessment Review Board and brings evidence and argument to the board that they meet the criteria in the Act and regulations (meeting the criteria would be equivalent to obtaining an exemption under parts 1 & 2 of Community Property Tax Exemption Regulation (COPTER)).*
2. *A property owner can apply to council for an exemption under Part 3 of the COPTER.*
3. *Apply to council on a yearly basis for council to exercise its discretion to forgive all or a portion of taxes.*

High Level Golf & Country Club was advised that their application under COPTER, Part 3 will be presented to Council in November or December of 2010. They also were advised of the County's legal counsel's interpretation of this type of application under Parts 1, 2 and 3 (please see the attached letter).

Ultimately, the Municipal Government Act, s. 347 empowers Council in regards to cancellation, reduction, refund or deferral of taxes:

347 (1) If a council considers it equitable to do so, it may, generally or with respect to a particular taxable property or business or a class of taxable property or business, do one or more of the following, with or without conditions:

- a) *cancel or reduce tax arrears;*
- b) *cancel or refund all or part of a tax;*
- c) *defer the collection of a tax.*

(2) A council may phase in a tax increase or decrease resulting from the preparation of any new assessment.

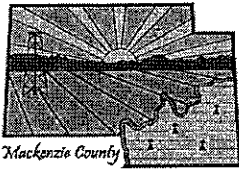
COSTS & SOURCE OF FUNDING:

Annual operating budget

RECOMMENDED ACTION:

For discussion

Author: J. Whittleton Reviewed by: _____ CAO _____



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

August 9, 2010

Marvin Hunter, Manager
High Level Golf & Country Club
P.O. Box 309
High Level, Alberta
T0H 1Z0

Dear Marvin,

RE: Tax Exempt Status - High Level Golf & Country Club

Thank you for taking your time to complete the two checklists and for the package of information provided, which we have reviewed with assistance of our legal counsel.

There are three methods to obtain an exemption from taxes:

1. If the assessor does not agree that a property owner qualifies, the property owner files a complaint with the Assessment Review Board and brings evidence and argument to the board that they meet the criteria in the Act and regulations (meeting the criteria would be equivalent to obtaining an exemption under parts 1 & 2 of Community Property Tax Exemption Regulation (COPTER)).
2. A property owner can apply to council for an exemption under Part 3 of the COPTER.
3. Apply to council on a yearly basis for council to exercise its discretion to forgive all or a portion of taxes.

The basic principles to qualify for an exemption from taxation under the Municipal Government Act, require that all of the criteria in the Act (and regulations) be satisfied. If one of the criteria is not satisfied then the exemption cannot be given.

Please be advised that your submitted documentation will be presented to Council as an application under Part 3 of COPTER at one of the upcoming meetings (November or December 2010), as it is ultimately their decision on whether the golf course qualifies.

However, we wish to advise you that in terms of the first two methods to obtain an exemption, there are some common criteria in the legislation. The highlights below discuss the two prime areas of concern brought forward by our legal counsel - which would apply equally to a complaint before the Assessment Review Board and to an application to Council under Part 3 of COPTER:

We accept that the Golf & Country Club is a not-for profit society and that all of the resources of the society are spent on the property. We also accept that the public is welcome to play on the course. These facts satisfy some but not all of the criteria. The main areas of concern are two-fold. First, the use of the property is not a charitable and benevolent use as that term is defined in the regulation. Second, the use of the property will be considered to be restricted

under the regulation, if there is a requirement to pay fees of any kind (other than a minor entrance or service fee or minor membership fee).

Property is used for charitable or benevolent purposes if it is used for the relief or poverty, which does not apply to the golf course. Property is used for a charitable and benevolent purpose if it is used for the advancement of education, which does not apply to the golf course. Property is used for a charitable and benevolent purpose if it is used for the advancement of religion, which does not apply to the golf course. The regulation (COPTER s.1(b)(c)) does contain the phrase 'or any other purpose beneficial to the community'. That phrase obtains meaning from the other phrases in the section, so that the 'other purpose beneficial to the community' must be akin to relief of poverty, advancement of education or advancement of religion. The phrase 'other purpose beneficial to the community' does not stand alone. If it did, then perhaps it could be interpreted much broader to include recreational uses such as the golf course. The community is enhanced by the presence of the golf course, but we do not see the use of the property as charitable and benevolent.

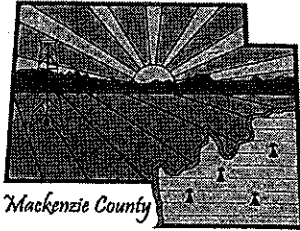
The requirement that the general public be allowed to use the property for free (except for payment of a minor entrance or service fee or minor membership fee) is a criteria which we do not think the golf club satisfies. Even though the club is trying to keep its green fees and membership fees as low as possible, the green fees cannot be characterized as a minor entrance or service fee. Similarly, while the membership fees are lower than at a private golf course, they are not a minor membership fee. In our view since the regulation requires the use of the property to be free, then the word 'minor' is compared against the free use of the property. By way of example, a minor entrance fee would be a couple of dollars for public swimming or public skating.

We will advise you accordingly of Council's decision and what further steps need to be taken (if any) depending on their decision. Meanwhile, if you have questions, please do not hesitate to call me at 780-927-3718.

Yours truly,

Joulia Whittleton
Director of Corporate Services

Cc: Mackenzie County Council
William Kostiw, Chief Administrative Officer
Randy Affolder, Alliance Assessment



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 14, 2010
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	Mackenzie Housing Management Board

BACKGROUND / PROPOSAL:

Mackenzie Housing Management Board requisitions the County and the Towns of High Level and Rainbow Lake on an annual basis for the seniors lodge.

Alberta Housing Act, Section 7:

- (1) On or before April 30 in any year a management body that provides lodge accommodation may requisition those municipalities for which the management body provides lodge accommodation for
 - a) the amount of the management body's annual deficit for the previous fiscal year arising from the provision of lodge accommodation, and
 - b) any amount necessary to establish or continue a reserve fund for the management body.

The three municipalities are being currently requisitioned based on the estimated budgeted deficit, which is adjusted for the prior year's deficit or profit. The municipalities share the deficit proportionate to their annual equalized assessments.

OPTIONS & BENEFITS:

Please see the attached request.

Can a board establish a reserve?

According to Alberta Regulation 243/1994, a board may create a reserve fund with prior approval of the Minister and may use any portion of a surplus from its operating or

Author: J. Whittleton

Reviewed by: _____

CAO 

capital budgets for the creation and maintenance of reserve funds (if not required to transfer any surplus to the Minister under s. 22 of the Act).

Section 23 (d) also states:

The aggregate amount in operating reserve funds shall not exceed at any time in a year an amount reasonable estimated to be the equivalent of 6 months operating expenditures for the management body in that year.

Can a board requisition for a reserve fund?

If establishing a reserve is approved by a Minister, the Boards operating budget must include the amount to be transferred to reserve.

Can the Board obtain a line of credit without the County's assistance?

According to the Board, they are not able to borrow funds or obtain a line of credit for the Lodge operations due to the fact that they do not own the Lodge facility. It is being leased from La Crete Municipal Nursing Association. Based on the audited Financial Statements of the Mackenzie Housing Management Board, the past three years' lodge annual rents were as follows:

2007	2008	2009
\$222,603	\$298,350	\$300,600

The current monthly payment is \$25,000, which was increased from \$17,666/month since the opening of a new wing of the facility (back in 2007). The annual payment rent is up for adjustment on October 1, 2011 and every five years after that. The agreement ends September 30, 2026. The agreement states "failing agreement between the parties the renewal 5 year term annual rent shall be determined by arbitration pursuant to clause 27 of this agreement".

Can a municipality guarantee a loan?

Under MGA, s. 266, a municipality may guarantee the repayment of a loan between a lender and a non-profit organization or one of its controlled corporations if the guarantee is authorized by bylaw. The Act sets out what articles the guarantee bylaw must include and the bylaw must be advertised.

What is the requisition payment process in place?

For the past few years, and upon a request from the Board, the County releases ¼ of the prior year's requisition amount as an advance in February. The remaining requisition amount is paid in early July. The 2010 total requisition amount was \$720,470.

As Council is aware, the County is also operating on its reserve funds for the first five-six months of a year until such time that the new taxes are collected. The County also has a \$2M line of credit in place with ATB Financial to protect itself for potential shortage without having to draw from the long term investments.

Author: J. Whittleton Reviewed by: _____ CAO _____

During the Board's presentation to the Finance committee, a suggestion was made that the County makes a monthly payment for the first six months of a year equivalent to 1/12th of the prior year's requisition, and makes a lump sum payment of the remaining amount in early July based on the current year's requisition. Based on the 2010 requisition, the monthly payment would be \$60,040. The Board's response was that that would not be sufficient to cover the Board's monthly financial obligations.

COSTS & SOURCE OF FUNDING:

If a municipality guarantees a loan, the municipality will be financially responsible for repaying the loan. The amount that is being guaranteed must be included in the municipality's debt limit calculation, therefore affects the overall borrowing power of the municipality.

RECOMMENDED ACTION:

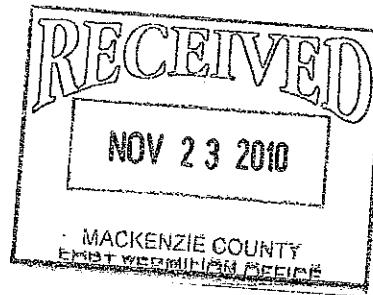
For discussion

Author: J. Whittleton Reviewed by: _____ CAO _____

Box 350
La Crete, Alberta
T0H 2H0
Phone: 780-928-4349
Fax: 780-928-4345

November 5, 2010

Reeve Bill Neufeld, and Council
Mackenzie County
Box 640
Fort Vermilion, AB
T0H 1N0



Dear Bill:

Re: Meeting with Finance Committee

In October, our CAO, Barb Spurgeon met with the Finance Committee to discuss possible solutions to our problem of funding.

The budget Mackenzie Housing has to work with is adequate, however the problem lies in the timing in which we receive our funding. As you know, we receive funding from several different sources:

The LAP Grant is from Alberta Seniors which is received the last week in April or the first week in May.

Alberta Housing and Urban Affairs funding received during the year with the first payment being sent in June and the balance in the fall.

Requisitions are due 90 days after we send them out, however that can't be done until the financial audit which is done in March.

We receive funding on a monthly basis from AHS for the health care portion, but it doesn't begin to meet the needs of the whole organization.

Mackenzie Housing Management Board will be seeking ministerial approval to establish an operating reserve in the amount of \$500,000.00, however rather than requisition the full amount in one year, we would requisition the amount over a period of 3-5 years. At that time there would no longer be a need for a line of credit.

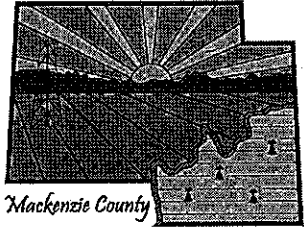
In discussion with your finance committee, they also said they may look at other options to help us with this problem. Any assistance the Mackenzie County Council can provide would be greatly appreciated.

If you require more information, or want someone to appear before Council to better explain the situation please contact Barb Spurgeon, CAO at 780-928-4349 during office hours.

Yours truly

A handwritten signature in black ink, appearing to read 'G. Friesen', written in a cursive style.

George Friesen
Chair



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 14, 2010
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Appointment of Members at Large to County Boards/Committees

BACKGROUND / PROPOSAL:

Member at large positions are appointed annually to various Council committees.

The following member at large positions were re-advertised:

- **Assessment Review Board – 1 Position**
- **Inter-Municipal Subdivision & Development Appeal Board – 2 Positions**
- **Mackenzie Library Board – 1 Position**
- **Subdivision & Development Appeal Board – 2 Positions**

The deadline for applications is Friday, December 10, 2010 and copies will be provided to Council at the meeting.

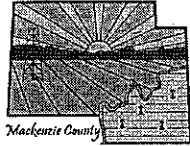
OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

For Council review and appointment.

Author: C. Gabriel Review By: _____ CAO



MACKENZIE COUNTY

SEEKS APPLICATIONS FOR APPOINTMENTS TO VARIOUS BOARDS

ASSESSMENT REVIEW BOARD – 1 Position

Mackenzie County is seeking applications to fill one (1) position from the public at large, on the Assessment Review Board. Appointments to the Board are for either a two or three-year term.

The responsibility of the Board is to hear matters relating to assessment complaints. A Local Assessment Review Board hears complaints about residential property with 3 or less dwelling units, farm land or matters shown on a tax notice. A Composite Assessment Review Board hears complaints about residential property with 4 or more dwelling units or non-residential property.

Individuals appointed to this Board must successfully complete a training program set or approved by the Minister. Assessors, employees of the municipality, or agents are ineligible to apply.

INTER-MUNICIPAL SUBDIVISION & DEVELOPMENT APPEAL BOARD – 2 Positions

The Inter-municipal Subdivision & Development Appeal Board is seeking two (2) public members to sit on the Board. Appointments to the Board are for a one-year term.

The Board's duties are primarily to review appeals on decisions related to subdivision and development applications which relate to lands within the Inter-Municipal Development Plan area. A background in building construction and development is not required.

MACKENZIE LIBRARY BOARD – 1 Position

Mackenzie County is seeking applications to fill one (1) position, from the public at large, on the Mackenzie Library Board. This position is for a two year term representing the La Crete area.

The Library Board oversees the operation and funding requirements of the Fort Vermillion, La Crete, and Zama community libraries. The Board meets on a monthly basis. For more information visit www.mclboard.com.

SUBDIVISION AND DEVELOPMENT APPEAL BOARD – 2 Positions

Mackenzie County is seeking applications to fill two (2) positions from the public at large, on the Subdivision and Development Appeal Board. Appointments to the Board are for a one-year term.

It is the responsibility of the Subdivision and Development Appeal Board to hear all information relating to a subdivision or development appeal at the local level. The Board meets as necessary to hear appeals of subdivisions and development.

All appointments will be made by County Council. Members-at-large, appointed to

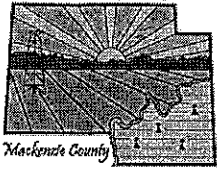
council committees, are paid a per diem according to the current Honorarium and Expense bylaw.

To apply, please complete the **Member at Large Application Form** (available at any County Office or on our website) and forward to:

Carol Gabriel, Executive Assistant
Mackenzie County
P.O. Box 640, Fort Vermilion, AB T0H 1N0
cgabriel@mackenziecounty.com
Phone: 927-3718 Fax: 927-4266

In order to qualify, you must be a taxpayer of Mackenzie County and be at least 18 years of age.

Deadline for applications is Friday, December 10, 2010.



MACKENZIE COUNTY
BOARDS, COMMITTEES & TASK FORCES
2010 – 2011

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

Councillor Bateman
Councillor D. Driedger
Councillor Derksen
Councillor Jorgensen

*Julia Whittleton
William Kostiw*

AGRICULTURE SERVICE BOARD (Policy ASB005)

Deputy Reeve Sarapuk
Councillor D. Driedger

Carla Komarnicki (2013)
Danny Friesen (2013)
Joe Peters (2013)

Grant Smith

ASSESSMENT REVIEW BOARD (Bylaw 760/10)

Councillor Braun
Councillor D. Driedger (aft)

Dawn Moberly (2012)
Wally Schroeder (2012)

Carol Gabriel

COMMUNITY SUSTAINABILITY COMMITTEE

Councillor Bateman
Councillor Braun
Councillor Jorgensen
Councillor Wardley

*Julia Whittleton
William Kostiw*

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

Reeve Neufeld
Councillor Braun
Councillor J. Driedger

*William Kostiw
John Klassen*

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

Councillor Derksen
Councillor Flett
Councillor Jorgensen

*William Kostiw
Julia Whittleton*

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

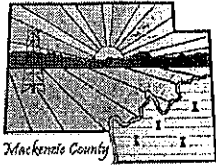
Deputy Reeve Sarapuk
Councillor Bateman
Councillor Wardley

*William Kostiw
Don Roberts*

EDUCATION TASK FORCE (Terms of Reference)

Councillor D. Driedger
Councillor Flett
Councillor Wardley

*William Kostiw
Julia Whittleton*



MACKENZIE COUNTY
BOARDS, COMMITTEES & TASK FORCES
2010 – 2011

EQUIPMENT COMMITTEE (Terms of Reference)

Deputy Reeve Sarapuk
Councillor Derksen
Councillor J. Driedger

*William Kostiw
Directors as required*

FINANCE COMMITTEE (Terms of Reference)

Reeve Neufeld
Deputy Reeve Sarapuk
Councillor Braun
Councillor Wardley

*Joulia Whittleton
William Kostiw*

FIRST NATIONS CONSULTATION COMMITTEE

All Council

William Kostiw

GOVERNMENT LIAISON COMMITTEE

All Council

William Kostiw

HIGHWAY 88 TASK FORCE

All Council

William Kostiw

INTER-MUNICIPAL PLANNING COMMISSION

Councillor Bateman
Councillor J. Driedger

Bev Hilhorst (2011)

*William Kostiw
Joulia Whittleton
Marion Krahn*

INTER-MUNICIPAL SUBDIVISION & DEVELOPMENT APPEAL BOARD

Deputy Reeve Sarapuk

2 Members at Large to be appointed.

Carol Gabriel

MACKENZIE HOUSING MANAGEMENT BOARD (Ministerial Order)

Councillor J. Driedger

Dave Neufeld (2011)
Dawn Moberly (2011)
Peter H. Wieler (2011)
Reuben Derksen (2011)

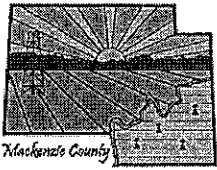
Joulia Whittleton (liaison)

MACKENZIE LIBRARY BOARD (Bylaw 150/98)

Councillor J. Driedger
Councillor Wardley

Beth Kappelar (2013)
Daryl Zielsdorf (2011)
Dawn Moberly (2012)
La Dawn Dachuk (2013)
Lorraine Peters (2012)
Wally Schroeder (2013)
Vacant – LC (2012)

Joulia Whittleton (liaison)



MACKENZIE COUNTY
BOARDS, COMMITTEES & TASK FORCES
2010 – 2011

MACKENZIE PIPELINE AD HOC COMMITTEE

Councillor Derksen
Councillor Wardley

William Kostiw

MUNICIPAL PLANNING COMMISSION (Bylaw 563/06)

Councillor Derksen
Councillor J. Driedger

Danny Friesen (2011)
Jack Eccles (2011)
Wally Schroeder (2011)

*Marion Krahn
William Kostiw*

PARKS AND RECREATION COMMITTEE (Terms of Reference)

Councillor Braun
Councillor D. Driedger
Councillor Flett
Councillor Wardley

*John Klassen
Al Hoggan*

SUBDIVISION & DEVELOPMENT APPEAL BOARD (Bylaw 079/97)

Councillor Wardley
Deputy Reeve Sarapuk (alt)

Richard Marshall (2011)
2 Members at Large to be appointed.

Carol Gabriel

TOMPKINS CROSSING COMMITTEE (Terms of Reference)

Reeve Neufeld
Councillor D. Driedger
Councillor J. Driedger

*John Klassen
William Kostiw*

TOMPKINS FIRE HALL BUILDING COMMITTEE (Terms of Reference)

Councillor D. Driedger
Councillor J. Driedger

Henry Driedger
Frank Dyck

*John Klassen
William Kostiw*

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

Councillor Derksen

Mike Kowal (2013)
Danny Friesen (2013)
Jake J. Wolfe (2013)

William Kostiw (liaison)

VETERINARY ADVISORY COMMITTEE (Terms of Reference)

Councillor J. Driedger
Councillor D. Driedger

Henry G. Friesen (2013)
Joe Peters (2013)
1 Grazing Reserve Rep
1 ASB Member

Grant Smith

WEED CONTROL APPEAL BOARD

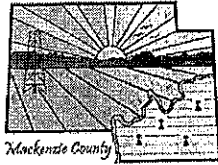
All Council (except ASB members)

William Kostiw

ZAMA ECONOMIC DEVELOPMENT COMMITTEE

Councillor Wardley

*William Kostiw
Don Roberts*



**MACKENZIE COUNTY
OTHER COMMITTEES WITH COUNTY REPRESENTATION
2010 – 2011**

CAANA

Councillor J. Driedger *William Kostiw*
Councillor Jorgensen (alt)

CARIBOU MOUNTAINS WILDLAND ADVISORY COMMITTEE

Councillor Jorgensen *William Kostiw*
Deputy Reeve Sarapuk (alt)

COMMUNITY FUTURES NORTHWEST

Councillor J. Driedger *William Kostiw*

FCSS

Fort Vermilion – Councillor Flett *Joulia Whittleton*
La Crete – Councillor Braun *John Klassen*

HAY ZAMA BISON ADVISORY COMMITTEE

Councillor Wardley *William Kostiw*

HAY ZAMA COMMITTEE

Reeve Neufeld *William Kostiw*
Councillor Derksen
Councillor Flett (alt)

HAY ZAMA TOURISM SUB-COMMITTEE

Reeve Neufeld *Don Roberts*
Councillor Derksen
Councillor Flett (alt)

HIGH LEVEL FORESTS PUBLIC ADVISORY COMMITTEE

Deputy Reeve Sarapuk *William Kostiw*

HIGH LEVEL & DISTRICT RECREATIONAL ADVISORY COMMITTEE

Councillor Bateman *John Klassen*
Councillor Wardley (alt) *Al Hoggan*

MACKENZIE REGIONAL WASTE MANAGEMENT

Councillor Braun *John Klassen*
Councillor J. Driedger *Al Hoggan*

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

Councillor Braun *Carol Gabriel*
Veronica Alward (Member at Large) *Joulia Whittleton*

NORTHERN LIGHTS FOREST EDUCATION SOCIETY

Councillor Bateman *Don Roberts*

MACKENZIE APPLIED RESEARCH ASSOCIATION

Member appointed by ASB *Grant Smith*

NORTHWEST CORRIDOR DEVELOPMENT CORPORATION

Councillor Braun *William Kostiw*
Councillor J. Driedger
Councillor Jorgensen

PARTNERS IN PREVENTION COMMITTEE

Councillor Wardley *Joulia Whittleton*

RAILWAY TASK FORCE

Councillor D. Driedger *William Kostiw*
Al Hoggan

RECREATION BOARDS

Fort Vermilion – Councillor Flett *Joulia Whittleton*
La Crete – Councillor Braun *John Klassen*
Zama City – Councillor Wardley *Don Roberts*
High Level – Councillor Bateman

REGIONAL ECONOMIC DEVELOPMENT INITIATIVE (REDI)

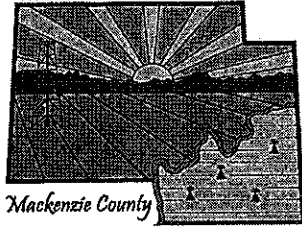
Councillor D. Driedger *Joulia Whittleton*
Councillor Wardley

REDI RECREATIONAL STUDY & TOURISM SUB-COMMITTEES

Councillor Braun

VETERINARY SERVICES INCORPORATED

Deputy Reeve Sarapuk *Grant Smith*
Councillor D. Driedger (alt)



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 14, 2010
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Dare to Care Program – Request for Donation

BACKGROUND / PROPOSAL:

See attached request from the La Crete Public School and Ridgeview Central School bullying programs. They are requesting a monetary donation to bring in the Dare to Care Program "Take the Time with Student Day" from Calgary.

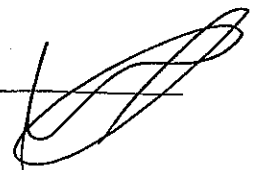
OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

For discussion.

Author: C. Gabriel Review by: _____ CAO _____



Lana Halladay Child's Circle Worker
Ridgeview Central School
10402 94th Ave
Box 1750
La Crete, Alberta
T0H 2H0

Dear Mackenzie County,

During this school year both Ridgeview Central School and La Crete Public School have been implementing Bullying Prevention Programs. These programs have been designed to reduce the negative effects bullying is having on our students. Bullying occurs in our schools and we need to intervene, so students gain the confidence and skills to eliminate the bullying from our schools. As the Child's Circle Workers and the Mental Health Worker, we are seeing progress but would like your support in our efforts to confront the issue.

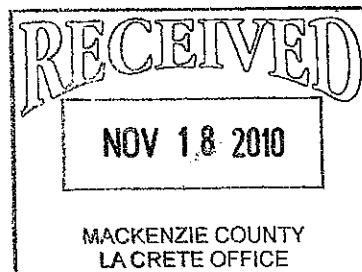
We have requested the Dare to Care program to come up from Calgary to do a "Take the Time" Day at La Crete Public and Ridgeview. The Dare to Care program is a fully comprehensive approach to dealing with bullying and challenges within school communities. This comprehensive approach involves students, teachers, parents and the community in an effort to eliminate bullying and other dangerous behaviors from their schools. The Dare to Care program helps school communities, from Kindergarten to Grade 12, create a common language which then allows for more consistent intervention and follow through when dealing with challenging issues. For more information on this program you can look at www.daretocare.ca.

This program is costly; it would require approximately \$8000.00 for the program to come to our area, therefore we are asking for a monetary donation to help our schools cover the cost of having this program come to our schools. Any donation would be greatly appreciated. In turn, we hope this will create an atmosphere of tolerance and respect within our schools and community.

Thank you for your time,



Lana Halladay, Child's Circle Worker
Glenys King, Child's Circle Worker
Kim Schellenberg, Mental Health Worker




[Home](#)
[Why Dare to Care](#)
[Bully Proofing \(K - 7\)](#)
[Program](#)
[Cost](#)
[Feedback](#)
[Life Skills \(Gr. 8 - 12\)](#)
[Program](#)
[Cost](#)
[Feedback](#)
[Take The Time \(Gr. 5 - 9\)](#)
[Program](#)
[Cost](#)
[Feedback](#)
[Take The Time Video](#)
[Sponsorship](#)
[Awards](#)
[Facilitators/Contact](#)

Why Dare to Care

The Dare to Care program is effective and cost efficient with a focus that goes beyond the perpetrators and the victim to include peers, school staff, parents, and the broader community.

This comprehensive approach creates a common language which allows for more consistent intervention and follow-through when dealing with challenging issues.

By participating in the program, students receive clear messages about the potential harm and consequences of substance abuse and acts of violence. Through this proactive approach, many incidents are reduced before they become a real issue.

Introduction of the Life Skills and Bully Proofing Your School program is proven to have a number of positive effects:

- Reduction in anti-social behaviour
- Improved order and discipline
- More positive social relationships
- Honest communication
- Increased student satisfaction
- Mobilizing a caring community
- Teachers experience increased job satisfaction



- [Home](#)
- [Why Dare to Care](#)
- [Bully Proofing \(K - 7\)](#)
Program
Cost
Feedback
- [Life Skills \(Gr. 8 - 12\)](#)
Program
Cost
Feedback
- [Take The Time \(Gr. 5 - 9\)](#)
Program
Cost
Feedback
[Take The Time Video](#)
- [Sponsorship](#)
- [Awards](#)
- [Facilitators/Contact](#)

Take the Time with Student Day

Take the Time Student Day

Grade 5 – 9

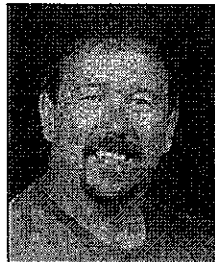
In response to the research that has found that the peak years for bullying are between Grades 5 – 9, the Dare to Care program has created another student day specifically designed for that age group. Our new initiative, Take the Time, is a combination of assembly style presentations, small group activities, games and larger group discussions. Through the carefully designed progression of activities, students will be better able to understand the damage that bullying, cliques, peer pressure, racism, and oppression can cause in individuals and communities. As well, because the goal of the Dare to Care program is to mobilize the silent majority of students into action, the Take the Time. day provides several forums for students to talk about their fears and why they remain silent in bullying situations.

Throughout the student day, participants will discover that there is strength in numbers and that they truly do have the power to make significant changes in their school climate. Through the process of the student day, students, teachers, and parents will be shown how to shift the imbalance of power to create the school of their dreams.

Take the Time Facilitators



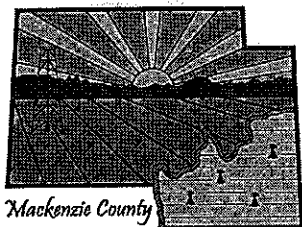
Lisa Dixon-Wells



Dwayne Peace



Kim Edwards



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 14, 2010
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Northern Alberta Mayors' and Reeves' Caucus Meeting

BACKGROUND / PROPOSAL:

The next Northern Alberta Mayors' and Reeves' Caucus meeting is scheduled for Friday, February 11, 2011.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

That the Reeve and Chief Administrative Officer be authorized to attend the Northern Alberta Mayors' and Reeves' Caucus meeting on February 11, 2011 in Edmonton.

Author: W. Kostiw

Review by: _____

CAO



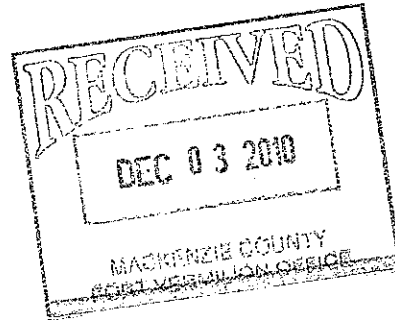
MAYOR STEPHEN MANDEL
CITY OF EDMONTON

*CC RFD
Bill N to attend*

2nd FLOOR, CITY HALL
1 SIR WINSTON CHURCHILL SQUARE
EDMONTON, ALBERTA, CANADA T5J 2R7
PHONE (780) 496-8100
FAX (780) 496-8292
EMAIL stephen.mandel@edmonton.ca

November 30, 2010

Reeve Greg Newman
Mackenzie County
PO Box 640
Fort Vermilion AB T0H 1N0



Dear Reeve Newman:

Attached is information on the next Northern Alberta Mayors' and Reeves' Caucus which is scheduled for Friday, February 11, 2011. We would appreciate it if you could complete this form and fax or email it back to confirm your attendance.

As there have been significant changes to the membership since the October election, attached is a document which gives you a brief look at the purpose and goals of the Caucus.

Also attached is a membership form to be completed and sent back to my office. An annual fee in the amount of \$300 is required to maintain your membership. This fee is used towards the venue rental and audio/visual costs.

Please contact Erica Brusselers (erica.brusselers@edmonton.ca) in my office with any agenda items you would like the caucus to discuss.

Thank you for your continued involvement in this group and to our new members, I look forward to meeting you in the new year.

Yours truly,

Stephen Mandel
Mayor

Attachments



MAYOR STEPHEN MANDEL
CITY OF EDMONTON

2nd FLOOR, CITY HALL
1 SIR WINSTON CHURCHILL SQUARE
EDMONTON, ALBERTA, CANADA T5J 2R7
PHONE: (780) 496-8100
FAX: (780) 496-8292
E-MAIL: stephen.mandel@edmonton.ca

November 30, 2010

PLEASE RETURN BY JANUARY 14, 2011
FAX TO: (780) 496-8292

Dear Northern Alberta Mayors' and Reeves':

I am writing to confirm the upcoming Northern Alberta Mayors' and Reeves' Caucus Meeting:

Friday, February 11, 2011, 10:00 a.m. - 2:00 p.m.
Sutton Place Hotel, Vintage Room (10235 - 101 Street)

*A continental breakfast will be available at 9:30 a.m.

A complete agenda package will be forwarded closer to the event.

Please confirm your attendance **no later than Friday, January 14, 2011**, by faxing this completed form to (780) 496-8292 or by email to cheryl.vesseur@edmonton.ca.

A block of rooms is being held for Thursday, February 10 under "Northern Alberta Mayors' and Reeves' Caucus" at the **Sutton Place Hotel**. In order to receive the preferred rate of \$154/night (plus taxes), you must reserve your room directly with the hotel no later than **January 28, 2011**. By booking before this date, the Sutton will extend that offer to you if you choose to come to Edmonton early or decide to stay for the weekend. Rooms can be booked by phoning the Sutton directly at 1-866-378-8866.

Hotel underground parking is available at a rate of \$23.00/day or you can park at a number of other lots available in the area (see attachment).

Should you have any questions or require further information, please contact Erica Brusselers in my office at (780) 496-8105.

Yours truly,

Stephen Mandel, Chair
Northern Alberta Mayors' and Reeves' Caucus

PLEASE CONFIRM BEFORE Friday, January 14, 2011:

- I **WILL** be attending the NAMRC Meeting on **Friday, February 11 at the Sutton**
- I **WILL NOT** be attending the NAMRC Meeting

Name of Mayor/Reeve

Municipality

NORTHERN ALBERTA MAYORS' AND REEVES' CAUCUS

Aims, Purpose & Goals of the Caucus

The Caucus will be an informal group that identifies issues, problems, and concerns that directly or indirectly affect, or cause action to be taken by the municipalities of Northern Alberta.

The Caucus will support Northern Alberta municipalities on common goals affecting the Province of Alberta.

Interface with AAMD&C, AUMA, and FCM

The Caucus will not interfere with the roles played by the Alberta Association of Municipal Districts & Counties, Alberta Urban Municipalities Association and Federation of Canadian Municipalities, but will present to these bodies resolutions or concerns that are common to Northern Alberta municipalities.

MEMBERSHIP

- Membership is open to any municipality North of and including the City of Wetaskiwin.
- The City of Red Deer, as a founding member, has been grandfathered into the Caucus.

VOTING

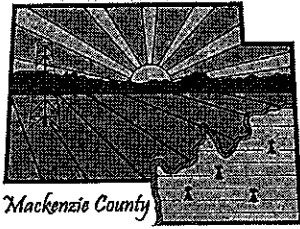
- Each member municipality will only have ONE vote.
- A majority vote will decide motions.
- A tie vote is a lost vote.
- A quorum will consist of all members present at a meeting, regardless of the number, as long as the meeting has been duly called and the members have been duly notified.

MEETING LOCATIONS

All meetings will be held in Edmonton unless an alternate location is agreed to by a majority vote.

CHAIR

The Chair of each meeting of the Northern Alberta Mayors' and Reeves' Caucus will be the Mayor/Reeve of the municipality in which the meeting is held. The Chair may designate an alternate Chair for any or all of the meeting.



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 14, 2010
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Tompkins Crossing

BACKGROUND / PROPOSAL:

For discussion.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

For discussion.

Author: W. Kostiw

Review by: _____

CAO



CC R.F.O.

Carol Gabriel

From: Dan Turner [dturner@hovertransolutions.com]
Sent: Monday, November 29, 2010 9:04 PM
To: wayne.franklin@gov.ab.ca
Cc: Bill Kostiw; James Soon; Stuart Turner
Subject: River Crossing
Attachments: RPC-Configuration.ppt

Hi Wayne hope you are well

I was just thinking about the river crossing and you mentioned that the present barge will need work to keep it going at Thompkins landing next season.

The core of the proposed Hoverbarge is made up with marine modular pontoons and these fitted with outboards or the propulsion units and the control tower off the present barge could be put into use early new year and then if a decision is made to go ahead with the Hoverbarge the skirt system can be added later.

This could be a cheaper option then using funds on a temporary repair for the existing barge.

The pontoons are ABS approved as well.

Please let me know if this would be of interest.

Best wishes

Dan Turner

Chief Technology Officer
Hovertrans Solutions Pte. Ltd.

T: +44 (0) 1489 611751 • F: +44 (0) 1489 611612 • E: dturner@hovertransolutions.com
First Floor, Forum 3, Parkway, Solent Business Park, Whiteley, Fareham, Southampton, PO15 7FH, UK
W: <http://www.hovertransolutions.com>

Hovertrans Solutions Pte. Ltd. is registered in Singapore No: 201001810H. 7, Benoi Road, Singapore. 629882

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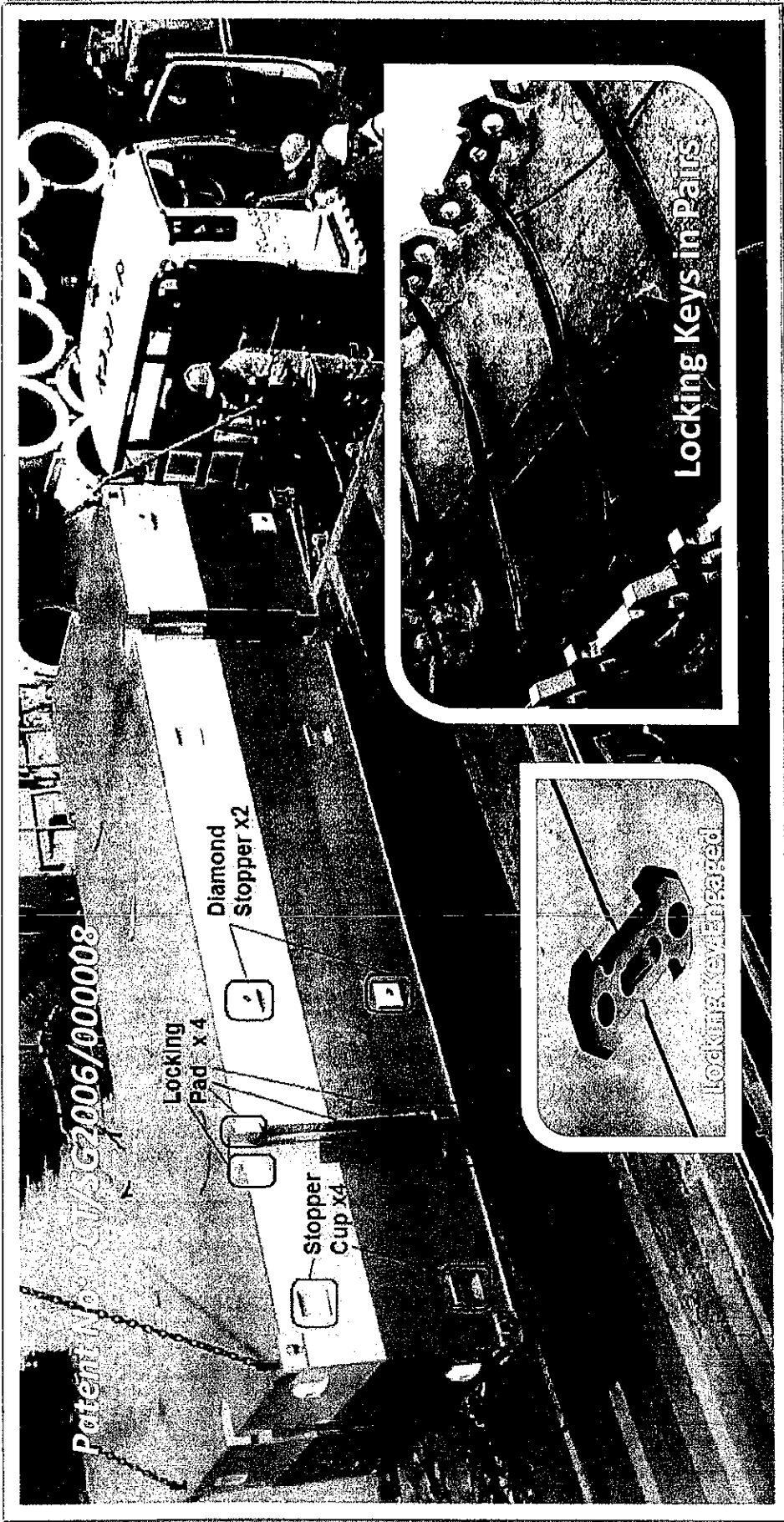
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Standard Configuration of Rigid Pontoon Connector

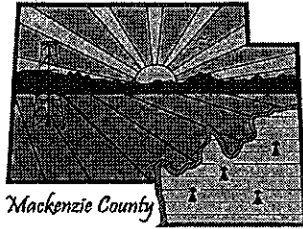


Components per set = 2xKeys + 8xCups + 4xStoppers + 8xPads + 4xBolts&Nuts&Washers



www.hann-ocean.com

✉: enquiry@hann-ocean.com



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 14, 2010
Presented By:	John Klassen, Director of Operations – South
Title:	Parks and Recreation Committee Terms of Reference

BACKGROUND / PROPOSAL:

The Parks and Recreation Committee Terms of Reference does not currently state the requirement for quorum. Therefore the Parks Committee requests the Terms of Reference be adopted with quorum consisting of three (3) committee members.

OPTIONS & BENEFITS:

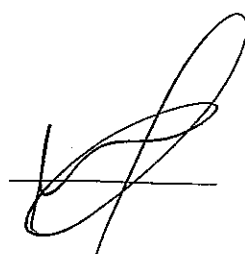
N/A

COSTS & SOURCE OF FUNDING:

N/A

RECOMMENDED ACTION:

That the Parks and Recreation Committee Terms of Reference be approved as amended.

Author: L. Schmidt Reviewed by: _____ CAO 

Mackenzie County

Parks and Recreation Committee

Terms of Reference

1. Committee Designation:

Mackenzie County Parks and Recreation Committee is to provide recommendations to Council determining the levels of service at existing and future recreational facilities within Mackenzie County.

2. Committee Members

Mackenzie County Parks and Recreation Committee shall be comprised of:

- Four Mackenzie County Councillors (with quorum consisting of three (3) committee members)
- Chief Administrative Officer or designate
- Directors and staff as required
- Other resources as required

3. Committee Objective, Scope of Activities, and Duties:

Mackenzie County Parks and Recreation Committee shall:

- Determine the existing service levels at all recreational facilities within Mackenzie County.
- Determine operational options and costs for all recreational facilities within Mackenzie County.
- Give consideration to how recreational facilities within Mackenzie County promote tourism in the region.
- Provide recommendations to Council regarding appropriate service levels at recreational facilities within Mackenzie County.
- Identify and implement needs and locations of recreational improvements within Mackenzie County as per approved budget and follows Recreational Area Policy ADM040.

- Identify, review and recommend to Council capital/operating budgets required for all County owned recreational facilities.
- Review policies and bylaws relating to recreational facilities within Mackenzie County.

4. Time Period Necessary for the Committee to Carry Out its Purpose:

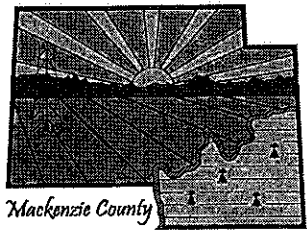
The Parks and Recreation Committee will meet as required on an ongoing basis to determine existing service levels and make recommendations to Council regarding future service levels.

5. Reporting Structure:

The Committee shall report directly to the County Council through its Council members.

6. Committee Administrative and Financial Support:

- Mackenzie County shall provide resource and financial support.
- Mackenzie County shall provide meeting space.
- Committee members shall be reimbursed for their expenses as per the Honorariums and Related Expense Reimbursement Bylaw



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 14, 2010
Presented By:	John Klassen, Director of Operations-South
Title:	Road Allowance License Agreement

BACKGROUND / PROPOSAL:

Mackenzie County was contacted by a landowner inquiring if he could farm our Road Allowance located at the Western Boundary of SW30-104-16-W5. Please find attached a copy of a license agreement, along with an aerial, for your perusal.

OPTIONS & BENEFITS:

Farming of our Road Allowance will help control weeds.

COSTS & SOURCE OF FUNDING:

N/A

RECOMMENDED ACTION:

That Mackenzie County enter into a license agreement with the interested landowner, as per Policy.

Author: Pauline Short

Review By: _____ **CAO**

Municipal District of Mackenzie No. 23

Title	License Agreement for Undeveloped Road Allowance	Policy No.	PW026
--------------	--	-------------------	-------

Purpose:

To establish uses for undeveloped road allowances that are not needed for road or other purposes.

Policy Statement and Guidelines

If an undeveloped road allowance is not needed for road or other purposes it may be licensed to an adjacent landowner.

1. Use of an undeveloped road allowance shall be established in the following order.
 - a) First priority shall be given to the adjacent landowner who has provided alternate land, from land adjoining the undeveloped road allowance, for other road purposes.
 - b) Second priority shall be given to the adjacent landowner who has obtained appropriate approval to clear and use the undeveloped road allowance.
 - c) Third priority shall be given to the adjacent landowner who wishes to use the undeveloped road allowance for agricultural purposes. In the event that both adjoining landowners wish to use the undeveloped road allowance for agricultural purposes, the priority shall be given to the landowner submitting the highest bid for non-refundable rent payable on a lump sum basis.
 - d) Last priority shall be given to the adjacent landowner who has cleared and is using the undeveloped road allowance without obtaining appropriate approval.
2. The Municipal District shall put a caveat on the land owned by the person entering into a License Agreement to protect successor rights for both the landowner and the Municipal District.
3. The M.D. shall enter into a License Agreement with a landowner for the use of an undeveloped road allowance adjacent to his property provided:
 - a) The undeveloped road allowance is not closed for public use.
 - b) The undeveloped road allowance is not required for any municipal purposes as determined by the M.D.

- c) Texas gates or another type of security gate must be installed by the adjacent landowner if the undeveloped road allowance is to be used for raising livestock.
4. If a landowner is installing a texas gate or another type of security gate on an undeveloped road allowance:
- i. The landowner is responsible for all costs, installation and maintenance of the texas gate or other type of security gate.
 - ii. The minimum dimensions of a texas gate must be twenty-four feet in width and six feet in length.
 - iii. If the landowner installs a security gate, it may be closed but must not be locked to allow public access.
 - iv. The landowner, or any successor to the lands involved, shall remove the texas gate or security gate either temporarily or permanently, at their expense, if the municipality requests that this be done for road improvement or any other purpose.

	Date	Resolution Number
Approved	May 7, 2002	02-344
Amended	December 3, 2002	02-882
Amended		

THIS AGREEMENT No. **LA-LC-10-XX** MADE THIS ___ DAY OF _____,
2010.

BETWEEN:

MACKENZIE COUNTY

a municipal corporation pursuant to the
laws of the Province of Alberta
(hereinafter referred to as the "Municipal District")

OF THE FIRST PART

- and -

of La Crete,
in the Province of Alberta
(hereinafter referred to as the "Licensee")

OF THE SECOND PART

LICENSE AGREEMENT

WHEREAS:

- A. Mackenzie County has direction, management, and control of all public roads in Mackenzie County in accordance with the provisions of the Municipal Government Act Revised Statutes of Alberta 2000, Ch. M-26 and the Highway Traffic Act RSA 1980, Ch. H-7;
- B. Mackenzie County has direction, management, and control of road allowance(s) described as adjacent to:

Boundary of

(From the existing Developed Local Road)

(hereinafter referred to as the "Road Allowance");

- C. The Licensee desires a non-exclusive license to utilize a portion of the Road Allowance from Mackenzie County for the purposes and under the terms and conditions contained herein;

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the payments set forth herein, and the mutual covenants, conditions and terms contained herein, the parties hereto agree as follows:

1. Mackenzie County hereby grants to the Licensee the right to non-exclusive use of all that portion of the Road Allowance as is outlined in red on Schedule "A" hereto (hereinafter referred to as the "License Area"), for the purposes hereinafter specified, subject to the terms and conditions set forth herein.
2. The License granted herein shall be limited solely to the purpose of clearing and accessing adjacent property NW14-102-18-W5M
3. The term of this License shall be **Open Ended**, commencing on the ____ day of _____, 2010 subject to provisions for renewal and earlier termination as provided herein.
4. In consideration of the rights herein conferred upon the Licensee, the Licensee shall pay to Mackenzie County the sum of \$1.00 [or such other amounts as appropriate], plus applicable Goods and Services Tax, to be paid upon the execution of this License Agreement by the parties.
5. Mackenzie County shall have the full right to occupy and use the License Area in any manner whatsoever deemed appropriate by Mackenzie County, provided that Mackenzie County shall not unreasonably interfere with the rights conferred upon the Licensee.
6. The Licensee, by performing and observing the covenants and conditions contained herein, shall be entitled to peaceably exercise the rights herein granted to the Licensee without any unreasonable hindrance, molestation or interruption from Mackenzie County.
7. The Licensee shall provide Mackenzie County prompt written notice of any accident, damage or injury occurring on the License Area however caused.
8. The Licensee shall at all times indemnify and save harmless Mackenzie County, its officers, directors, employees and agents from and against any and all liabilities, claims, demands, losses, costs, charges, expenses (including without limiting the generality of the foregoing, all legal fees and disbursements on a solicitor and own client full indemnity basis and any amount paid to settle any actions or satisfy any judgments), actions, and other proceedings (including those in connection with workers' compensation or any similar or successor arrangement) made, brought against, suffered by or imposed on Mackenzie County, its officers, directors, employees and agents in respect of anything arising from the license of the License Area to the Licensee under this License Agreement, or for any reason whatsoever, or in respect of any loss, damage or injury (including injury resulting in death):
 - (a) to any person or property (including, without restricting the generality of the foregoing, employees, invitees, contractors, agents and property of Mackenzie County) directly or indirectly arising out of, resulting from or sustained by reason

of the occupation or use of the License Area, or any operation in connection therewith or any fixtures or chattels thereon, or

- (b) to any person while on adjoining lands of Mackenzie County in the course of that person's entry onto or exit from the License Area.
9. Mackenzie County shall not be liable, directly or indirectly, for any personal injuries that may be suffered or sustained by any person who may be on the Road Allowance or for any loss of or damage or injury to property belonging to the Licensee or any other person.
10. The Licensee shall compensate Mackenzie County for all damage to property of Mackenzie County arising out of the activities of the Licensee on or adjacent to the License Area, whether or not such activities are in pursuance or purported pursuance of the rights herein granted to the Licensee.
11. The Licensee shall provide proof of comprehensive general liability insurance with insurable limits of now less than TWO MILLION (\$2,000,000.00) DOLLARS for each occurrence or incident from his/hers' contractor to the satisfaction of Mackenzie County, upon demand.
12. The Licensee acknowledges and agrees that all property of the Licensee which may hereafter be located on, under, over, or adjacent to, the License Area shall be at the sole risk of the Licensee, and Mackenzie County shall not be liable for any loss or damage thereto, howsoever occurring and the Licensee hereby releases Mackenzie County from all actions, claims, demands, suits or proceedings whatsoever in respect of any such loss or damage.
13. If, in the sole opinion of Mackenzie County, the Licensee undertakes or permits any activity whatsoever within the License Area which is outside of, or inconsistent with, the permitted uses contemplated herein, which may be a nuisance or cause damage, or if the Licensee is in default of any of the terms or conditions of this License Agreement, Mackenzie County may, in its absolute discretion:
 - (a) give the Licensee ten (10) days written notice to rectify or remedy any such nuisance, improper activity, or default, and failing the Licensee remedying or rectifying same this License Agreement and the rights herein conferred upon the Licensee shall automatically terminate and the Licensee shall forthwith vacate the License Area; or
 - (b) give the Licensee notice of immediate termination of this License Agreement and the rights herein conferred upon the Licensee, and the Licensee shall forthwith vacate the License Area.
14. The Licensee and Mackenzie County agree that the rights of the Licensee are only personal in nature and that nothing contained herein confers upon the Licensee any legal or equitable estate whatsoever in the lands within the Road Allowance.

15. The rights herein conferred upon the Licensee are not, and shall not be construed as, covenants running with the land and the Licensee shall not register at the Land Titles Office any instrument whatsoever which claims any interest, legal or equitable, in the lands within the License Area.
16. The Licensee shall not assign this License Agreement, either in whole or in part, without the prior written consent of Mackenzie County, which consent may be withheld for any reason whatsoever.
17. During the term of this License Agreement, the Licensee shall at its own expense maintain and keep the License Area in a reasonable state of repair and in a safe and tidy condition, which shall include minor repairs, cleaning, and regular yard maintenance.
18. In the event that Mackenzie County deems it necessary or appropriate to cause or allow third parties to construct or install permanent underground or aboveground utility lines, pipeline facilities, transmission lines and drainage swells which will cross the License Area, or to perform such other work upon the License Area as may be deemed necessary in the sole discretion of Mackenzie County, the Licensee shall in no way interfere with or hinder the construction, installation, repair or maintenance undertaken by Mackenzie County or any person to whom Mackenzie County has granted such permission, and further, the Licensee shall forthwith, upon the request of Mackenzie County, execute such further documentation as deemed appropriate in the sole discretion of Mackenzie County for the purposes of expediting or permitting the construction or installation of permanent underground or aboveground utility lines, pipeline facilities, transmission lines and drainage swells or other such work within the License Area by Mackenzie County or the nominee of Mackenzie County.
19. The Licensee agrees that it shall not dig or excavate, or install or erect any trees, shrubs, landscaping, buildings, fences, improvements or structures, upon or in the License Area without the express written consent of Mackenzie County. If Mackenzie County permits the Licensee to dig or excavate, or install or erect any trees, shrubs, landscaping, buildings, improvements or structures, the same are to be constructed in a workmanlike manner so as to minimize damage to the License Area, and the Licensee shall, after any such work, restore the License Area to a level and condition equivalent to that which existed prior to the commencement of any such construction.
20. Mackenzie County hereby permits the Licensee to construct a fence on the License Area. The said fencing is to be considered the sole property of the Licensee and is to be repaired and maintained solely by the Licensee. Said fence must contain a gate located so as to provide reasonable access to the License Area by Municipal vehicles or such other parties as authorized by Mackenzie County.
21. Upon the expiration or earlier termination of this License Agreement, the Licensee shall remove all property of the Licensee from the License Area. The road constructed by the

Licensee may remain and the Licensee shall not be required to restore the land to the condition that existed prior to the granting of this License.

22. The Licensee shall at all times and in all respects abide by all laws, bylaws, legislative and regulatory requirements of any governmental or other competent authority relating to the use and occupation of the License Area.
23. If the Licensee fails or neglects to perform any of its obligations under this License Agreement, then Mackenzie County shall have the right, but shall not be obligated; to take such action as is reasonably necessary in the sole discretion of Mackenzie County to perform such obligations. In such event, the Licensee shall be responsible for the payment of all costs incurred by Mackenzie County forthwith to Mackenzie County. If Mackenzie County exercises its right under this provision, then Mackenzie County shall not be responsible for any loss or damage, however caused, to any property of the Licensee.
24. Notwithstanding anything to the contrary contained herein, it is understood between the Licensee and Mackenzie County that Mackenzie County shall have the absolute right and privilege to terminate this License herein granted (together with all rights contained herein or ancillary thereto) upon Mackenzie County providing to the Licensee Thirty (30) days written notice of such termination. It is understood between the Licensee and Mackenzie County as well that the Licensee shall have the absolute right and privilege to terminate this License herein granted (together with all rights contained herein or ancillary thereto) upon the Licensee providing to Mackenzie County Thirty (30) days written notice of such termination.
25. Any notice to be given by the parties hereto shall be in writing and shall either be delivered personally or mailed by prepaid registered mail as follows:
 - (a) to Mackenzie County: Mackenzie County
Box 1690
La Crete AB T0H 2H0

to the Licensee:

Notice given in any such manner shall be deemed to have been received by the party on the day of delivery or upon the seventh (7th) day after the day of mailing. Any party may change its address for service from time to time upon written notice to that effect.

26. The terms and conditions set forth herein, together with the Schedules, shall constitute all of the terms and conditions of this License Agreement, and there are not other terms, conditions, covenants, agreements, representations or warranties, either express or implied, arising between the parties hereto except as expressly set forth herein. If any provision of this License Agreement is illegal or unenforceable it shall be considered separate and severable from the remaining provisions, which shall remain in force as if the unenforceable provision has never been included.

27. Any condoning, excusing or overlooking by Mackenzie County of any default, breach or non-observance by the Licensee at any time or times in respect of any covenant, proviso or condition herein contained shall not operate as a waiver of Mackenzie County's rights hereunder in respect of any subsequent default, breach or non-observance nor so as to defeat or affect in any way the rights of Mackenzie County hereunder in respect of any subsequent default, breach or non-observance.
28. This License Agreement shall enure to the benefit of and be binding upon the parties hereto, their respective executors, administrators and permitted assigns.
29. The terms and obligations of this License Agreement, which by their context are meant to survive the expiry or earlier termination of this License Agreement, shall so survive for the benefit of the party relying upon the same.
30. The parties hereby acknowledge and confirm that each was advised by the other to obtain independent legal or other professional advice and that by executing this License Agreement each hereby confirms that it has had the opportunity to seek independent legal or professional advice prior to executing this License Agreement and has either:
 - (a) obtained such legal or other professional advise; or
 - (b) waived the right to obtain such independent legal or other professional advice.

IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the day and year first above written.

MACKENZIE COUNTY

Per: _____

LICENSEE

Witness to signature of:

Witness to signature of:

SCHEDULE "A"

Forming part of an agreement between the

Mackenzie County

And

Dated: _____, 2010

The License Area

As per attached aerial.

AFFIDAVIT OF EXECUTION

CANADA) I, _____, of the
) City/Town of *La Crete*
PROVINCE OF ALBERTA) in the Province of Alberta
)
TO WIT:) **MAKE OATH AND SAY THAT:**

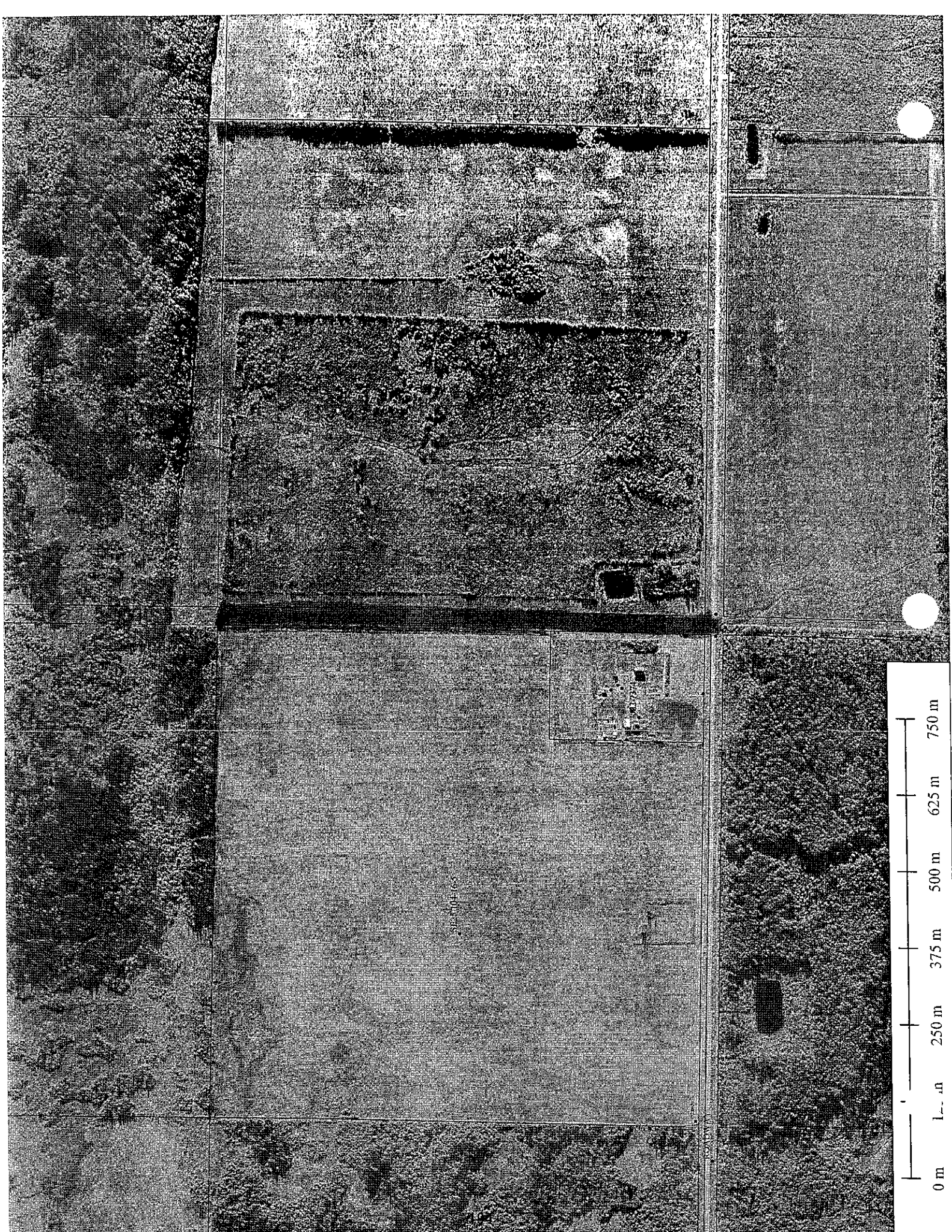
1. I was personally present and did see, _____ named in the within (or annexed) instrument, who is personally known to me to be the person named therein, duly sign and execute the same for the purposes named therein.

2. THE SAME was executed at the *hamlet of La Crete*, in the Province of Alberta, and that I am the subscribing witness thereto.

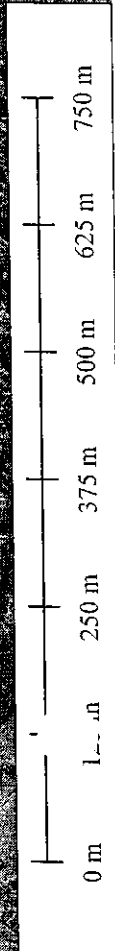
3. I KNOW the said _____ and they are, in my belief, of the full age of eighteen (18) years.

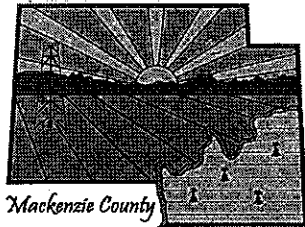
AFFIRMED BEFORE ME AT the hamlet of)
La Crete, in the Province)
of Alberta, this ___ day of _____,)
2010.)

_____)
A Commissioner for Oaths in and for)
the Province of Alberta)



3523104-165





MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 14, 2010
Presented By:	Marion Krahn, Supervisor of Planning and Development
Title:	Bylaw 777-10 Subdivision Plan Cancellation Part of SW 25-105-14-W5M (Plan 952 1919, Block 1, Lot 1) (Wilson Prairie Area)

BACKGROUND / PROPOSAL:

The Planning Department received a Land Use Bylaw amendment application to cancel subdivision Plan 952 1919, Block 1, Lot 1 in order to revert the lands back into the quarter section from which it was taken. The applicants are changing their subdivision boundaries and due to the change in shape, must first cancel the existing subdivision before the new boundaries can be registered.

This request was presented to the Municipal Planning Commission (MPC) at the September 23, 2010 meeting where the following motion was made:

That Bylaw 777-10 for the cancellation of subdivision Plan 952 1919, Block 1, Lot 1 for the purpose of reverting the lands back into SW 25-105-14-W5M, from which the subdivision was taken, be tabled until the subdivision boundaries of subdivision application 19-SUB-10 in the name of Henry N. and Eva Friesen, on Part of SW 25-105-14-W5M, is resolved.

The matter was presented to the MPC a second time at the November 22, 2010 meeting where the following motion was made:

That the Municipal Planning Commission recommendation to Council be for the approval of the Bylaw 777-10 for the cancellation of Subdivision Plan 952 1919, Block 1, Lot 1 for the purpose of reverting the lands back into SW 25-105-14-W5M, from which the subdivision was taken, subject to the public hearing input.

Author: M. Krahn

Review by: _____

CAO 

HISTORY:

The subject lands were developed by a previous landowner. The applicants purchased the lands believing that their boundary was the drainage swale which exists through SW 25-105-14-W5M. Upon receipt and review of a Development Permit application for an addition to the existing Mobile Home and upon further discussions with the applicant, Development staff found that the existing Mobile Home is situated primarily on the adjacent lands. In addition, Development staff found that the private sewage pump out discharges onto the adjacent lands, just east of the drainage swale.

The applicant proceeded to negotiate a boundary change with the owner of the balance of the quarter section and subsequently submitted a subdivision application and the subject plan cancellation request. The MPC expressed concerns regarding the proposed subdivision boundaries (see attached) as they do not encompass the full fragmented parcel and therefore, tabled both the subdivision application and the subject plan cancellation request to allow further discussion with the landowners. The Planning Department discussed the matter with the two landowners and found that while the applicant was willing to purchase additional lands, the owner of the balance of the quarter section was not prepared to sell any lands other than those shown in the attached plan.

Hereafter, the MPC approved the new subdivision and recommended that Council approved the cancellation of Plan 952 1919, Block 1, Lot 1 subject to public hearing input.

The Development Permit application was held due to the boundary problem however, once the subdivision and rezoning applications were received, the Development Permit was issued subject to the following:

1. ***This permit approval is subject to the subdivision boundaries being amended as reflected in Subdivision Application 19-SUB-10. Failure to amend the subdivision boundaries will render this permit null and void. The subdivision boundaries are required to be amended due to the existing Mobile Home encroaching onto the adjacent lands.***

The developers removed the previous addition to their Mobile Home shortly after Development Permit application was submitted and were experiencing tight time constraints in completing the new addition prior to winter. As a result of the time constraints and the developer having completed and submitted the necessary documentation to correct the subject subdivision, the Development Permit was approved (attached).

OPTIONS & BENEFITS:

A subdivision boundary adjustment can be completed when the subdivision boundaries are expanded however, when the subdivision boundaries are shifted to exclude any

Author: M. Krahn Review by: _____ CAO _____

portion of the original subdivision, the subdivision must be cancelled and a new subdivision registered.

The applicants desire to have their property lines amended to ensure that their buildings and services are contained within their property boundaries. An amendment to the private sewage system is required in order to conform to the current standards.

COSTS & SOURCE OF FUNDING:

All costs will be borne by the applicant.

RECOMMENDED ACTION:

That first reading be given to Bylaw 777-10, being a Land Use Bylaw amendment for the cancellation of Plan 952 1919, Block 1, Lot 1 for the purpose of reverting the lands back into SW 25-105-14-W5M, from which the subdivision was taken.

Author: M. Krahn Review by: _____ CAO _____

BYLAW NO. 777-10

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

**FOR THE PURPOSE OF CANCELLING A PLAN OF SUBDIVISION IN
ACCORDANCE WITH SECTION 658 OF THE
MUNICIPAL GOVERNMENT ACT, CHAPTER M-26,
REVISED STATUTES OF ALBERTA 2000**

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

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

WHEREAS, Council of Mackenzie County, at the request of the registered landowners,
has determined that the subdivision outlined in Schedule "A" hereto attached, be subject
to a cancellation, and

NOW THEREFORE, BE IT RESOLVED THAT THE COUNCIL OF MACKENZIE
COUNTY DOES HEREBY ENACTS AS FOLLOWS:

1. That Subdivision Plan 952 1919, Block 1, Lot 1 is hereby cancelled in whole and
the lands shall revert back into SW 25-105-14-W5M from which the subdivision
was taken.

READ a first time this ___ day of _____, 2010.

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

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

Bill Neufeld
Reeve

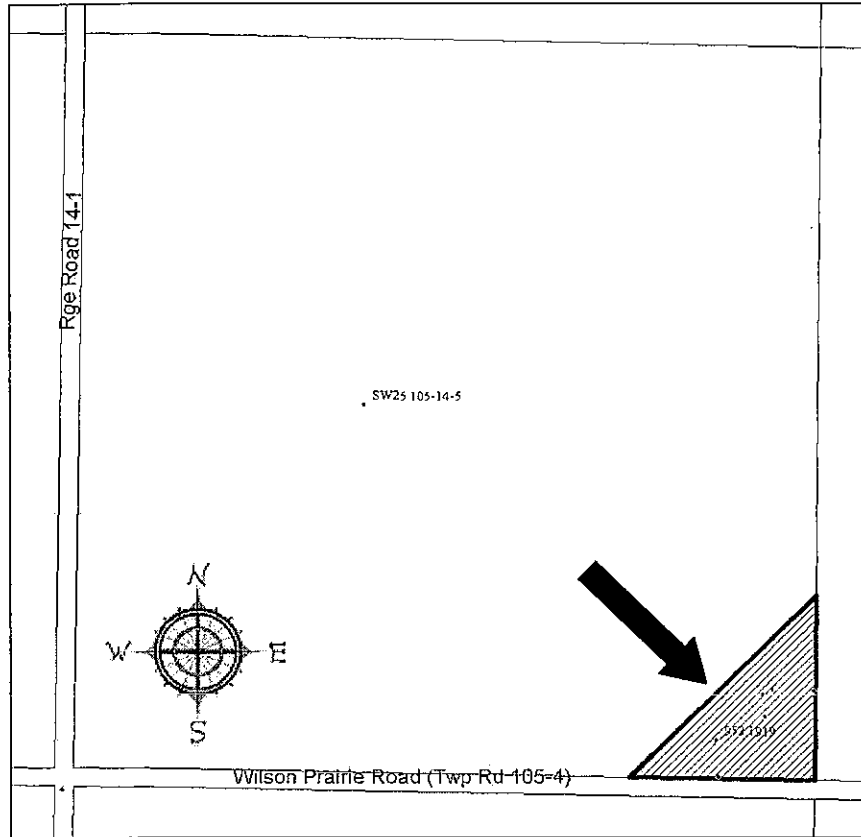
William Kostiw
Chief Administrative Officer

BYLAW No. 777-10

SCHEDULE "A"

1. That the subdivision of the following property known as:

Plan 952 1919, Block 1, Lot 1 be cancelled in whole and the lands reverted back into SW 25-105-14-W5M from which the subdivision was taken.





LAND USE BYLAW AMENDMENT APPLICATION

APPLICATION NO. 777-10

NAME OF APPLICANT Henry N. Friesen and Eva Friesen (Landowners)		
ADDRESS Box 1713		
TOWN La Crete AB		
POSTAL CODE T0H 2H0	PHONE (RES.) 780-926-6013	BUS.

COMPLETE IF DIFFERENT FROM APPLICANT NAME OF REGISTER OWNER John B. Neufeld and Anne Neufeld		
ADDRESS Box 850		
TOWN La Crete AB		
POSTAL CODE T0H 2H0	PHONE (RES.) 780-928-2444	BUS.

LEGAL DESCRIPTION OF THE LAND AFFECTED BY THE PROPOSED AMENDMENT

QTR./LS. Part of SW	SEC. 25	TWP. 105	RANGE 15	M. 5	OR	PLAN 952 1919	BLK 1	LOT 1
-----------------------------------	-------------------	--------------------	--------------------	----------------	----	-------------------------	-----------------	-----------------

LAND USE CLASSIFICATION AMENDMENT PROPOSED:

FROM: _____ TO: _____

REASONS SUPPORTING PROPOSED AMENDMENT:

Cancellation of subdivision as needed to establish new boundaries. Subdivision boundaries are being
changed due to the Mobile Home and sewer having been placed on or outside of the existing
subdivision boundaries.

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

APPLICANT _____	DATE _____
NOTE: REGISTERED OWNER'S SIGNATURE REQUIRED IF DIFFERENT FROM APPLICANT.	
<u>Henry N Friesen</u> <u>Henry N Friesen</u>	<u>Aug 10/10</u>
REGISTERED OWNER	DATE
<u>Eva Friesen</u> <u>Eva Friesen</u>	<u>Aug 10/10</u>
REGISTERED OWNER	DATE
<u>John B Neufeld</u> <u>John B Neufeld</u>	<u>Aug 10/10</u>
REGISTERED OWNER	DATE
<u>Anne Neufeld</u> <u>Anne Neufeld</u>	<u>Aug 10/10</u>
REGISTERED OWNER	DATE

REGISTERED CHANGES:
 NAME: M. F. FROSTEN
 AND JOHN S. KUFFELD
 AND AVE. 14/21/20

SURVEYOR:
 WARREN BARLOW, A.L.S.

REGISTRATION NO.:
 P230

SUBDIVISION AUTHORITY:
 ROAD DISTRICT

TENTATIVE PLAN
SHOWING PROPOSED
SUBDIVISION OF LOT 1, BLOCK 1, PLAN R23 1819

AND PART OF
 S.W. 1/4 SEC. 26, T19S, R22E, 14W, S8M, 1/4
 MACKENZIE COUNTY
 ALBERTA
 2010

SCALE: 1:2000

NOTES

No.	Date	Particulars	By	App.
1				
2				
3				
4				

LEGEND:

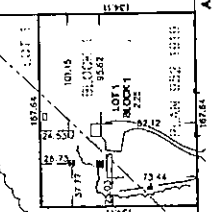
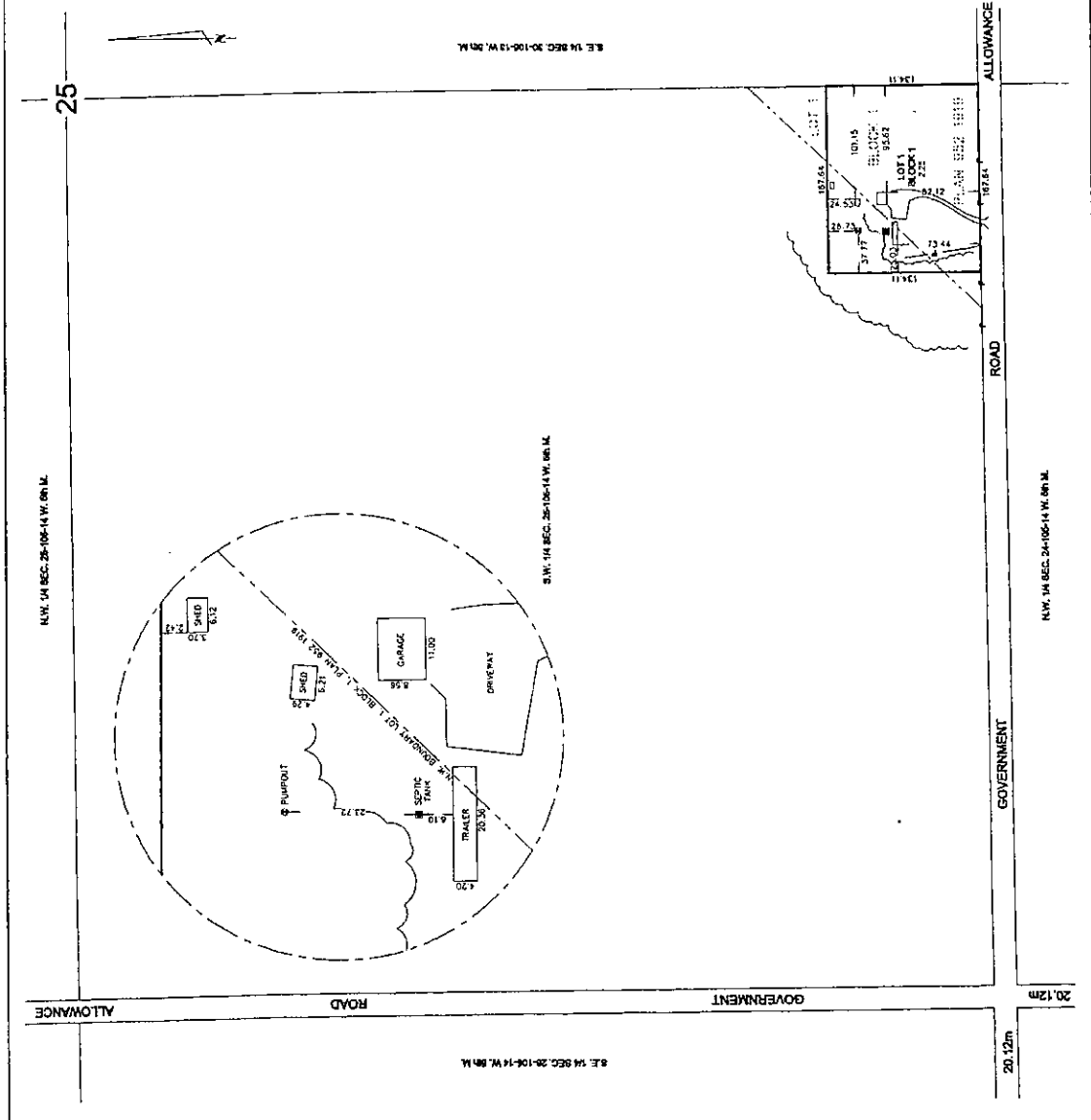
- Overlaid and ground horizontal, as in meters and decimal feet
- Lot(s) shall refer to the plan are bounded that containing an area of 1.25 Ha.
- Power Lines are shown that
- Purposed is shown that
- Section Type is shown that
- Corner is shown that

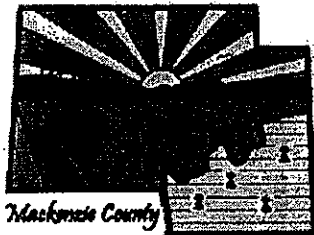
ABBREVIATIONS:

- No. indicates hectares.
- ft. indicates feet and inch
- N., S., E., W. indicates North, East, South & West.
- Sec. indicates Section
- T. indicates Township
- R. indicates Range

BEARLOW SURVEYING

10000 100th Ave. S.E. Calgary, Alberta T2C 1E9
 Phone: (403) 243-8881
 Fax: (403) 243-8881
 Email: info@bearlow.com





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

Development Approving Authority

Application No.: **125-DP-10**

Legal Description: Part of SW 25-105-14-W5M
(Plan 952 1919, Block 1, Lot 1)

Applicant: Henry Friesen
Address: Box 1713
La Crete AB T0H 2H0

Development: **Mobile Home Addition**

DECISION: **APPROVED (See Attached Conditions)**

Development Permit

This permit is issued subject to the following conditions:

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

Dated September 10, 2010

Manon Krahn,
Acting Supervisor of Planning and Development



Mackenzie County

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

Development Approving Authority

125-DP-10

CONDITIONS OF APPROVAL

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

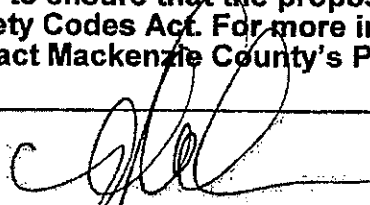
1. This permit approval is subject to the subdivision boundaries being amended as reflected in Subdivision Application 19-SUB-10. Failure to amend the subdivision boundaries will render this permit null and void. The subdivision boundaries are required to be amended due to the existing Mobile Home encroaching onto the adjacent lands.
2. All setbacks are to be measured from the proposed subdivision boundaries as shown in the attached site plan. Minimum building setbacks: 41.15 meters (135 feet) from any road allowances and 15.24 meters (50 feet) from any other property lines.
3. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards.
4. All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2009.
5. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed at the developers' expense.
6. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
7. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
8. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

Please note

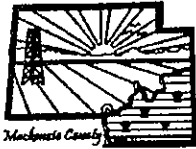
1. Mackenzie County does not conduct independent environmental or land suitability checks. If the applicant is concerned about the suitability of the property for any purpose, the owner/applicant should conduct the proper tests. Mackenzie County, when issuing a development permit, makes no representation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

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

September 10, 2010
Date of Issue of Notice of Decision



Marion Krahn,
Acting Supervisor of Planning and Development



Development Permit Application

APPLICANT INFORMATION

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

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

Name of Applicant	Mailing Address	Postal Code	Phone Number
Henry Friesen	Box 1713, LaCrete AB	T0H-2H0	780-926-6013

Registered Landowner	Mailing Address	Postal Code	Phone Number
Henry N. Friesen + Karin Klassen	Box 1713		

QTR./L.S.	SEC	TWP	RG	M	PLAN NO.	BLK	LOT	Civic Address
Part of SW	25	105	14	5	9521919	1	1	

Quarter Section
 Hamlet Lot
 Acreage / Size 5.02
 MLL/MSL/TFA

What is the property currently being used for: Residential

The proposed development is for: Commercial Industrial Residential Farm Home Occupation Other

Description of proposed development: Mobile Home Addition; renew existing MH Ad

The property is adjacent to a: Street/Avenue Provincial Highway Local (County) Road No Road

Proposed commencement and completion of development: Start Date: End Date:

Square footage of development: 588 Length: 42 Width: 14

Approximate construction value: \$ 15,000

DECLARATION

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

<u>Henry Friesen</u> Permit Applicant Name (Please print)	<u>[Signature]</u> Permit Applicant Signature	<u>May 18/10</u> Date
--	--	--------------------------

<input type="text"/> Land Owner Name (Please print)	<input type="text"/> Signature of Land Owner	<input type="text"/> Date
--	---	------------------------------

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

For Administrative Use Only

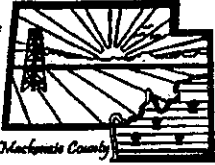
Development Permit Application No: 125-DP-10 Date Received: May 18/10 Accepted: [Signature]

Land Use Classification: A1 Tax Roll No: 071015

Proposed Use of land or Building: Mobile Home Addition

Development Application Fee Enclosed: Yes No Amount \$ 25.00 Receipt No: 118188

La Crete Office: P.O. Box 1690 La Crete AB T0H 2H0 Phone: (780) 928-3983 Fax: (780) 928-3636
Email: mkrain@mackenziecounty.com, mivanorder@mackenziecounty.com
Fort Vermilion Office: P.O. Box 640 Fort Vermilion AB T0H 1N0 Phone: (780) 927-3718 Fax: (780) 927-4266
Email: lambert@mackenziecounty.com



Development Permit Application

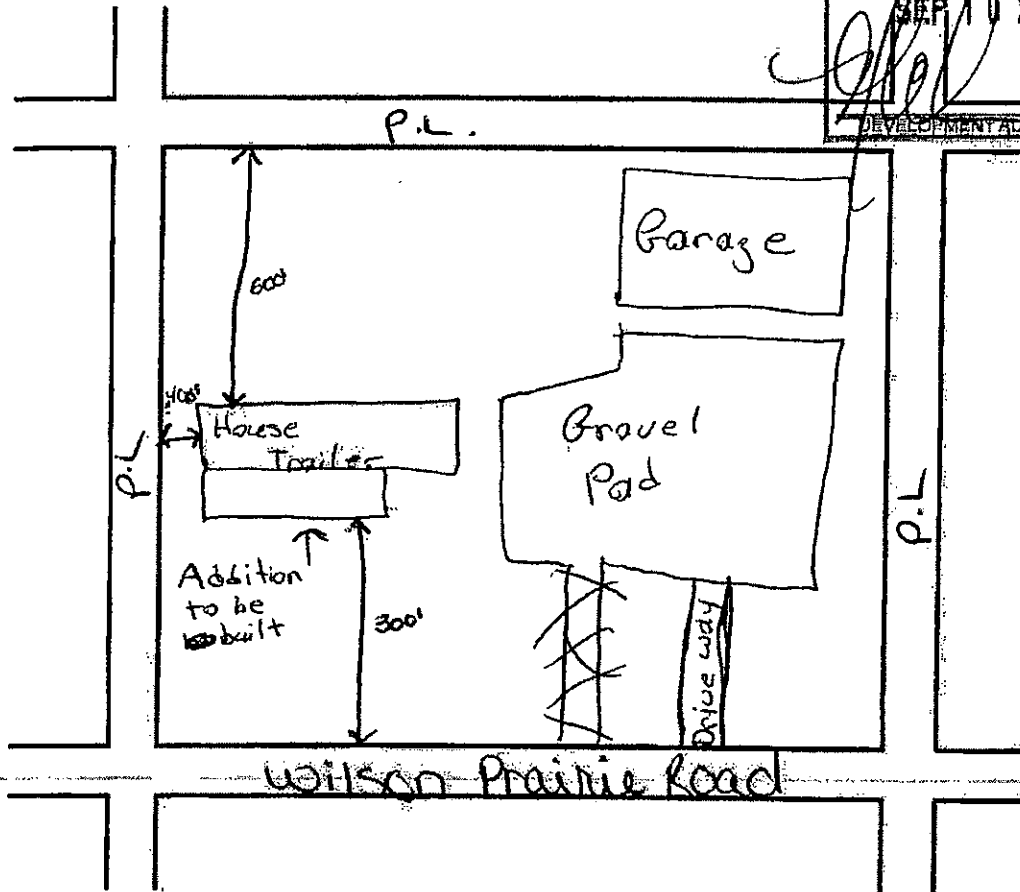
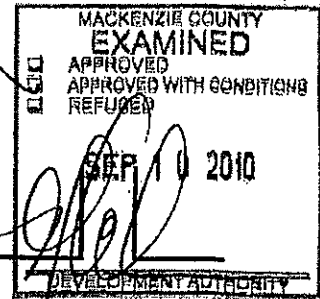
SITE PLAN

QTR./L.S.	SEC	TWP	RG	M	PLAN NO.	BLK.	LOT	Size of Parcel
SW	25	10S	14	5	or 9521919	1	1	ac. ha.

Date of site plan: _____

Remarks: _____

See also the attached subdivision Plan



Information Checklist for site plan

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

REGISTERED OWNERS:
 ROBT. H. PRESSER
 AND JOHN B. ADULTO
 AND ANNE NEUFELD

SURVEYOR:
 MARION BAIRD, A.S.A.

REGISTERED AUTHORITY:
 PROPOSED COUNTY
 FILE No. 1



**TENTATIVE PLAN
 SHOWING PROPOSED
 SUBDIVISION OF LOT 1, BLOCK 1, PLAN R2 1918
 AND PART OF
 S.W. 1/4 SEC. 26-106-14 W. 89 N. 14.
 MACDOUGLE COUNTY
 ALBERTA
 2010**

SCALE: 1:2000

NOTES

No.	Date	Number/Issued	By	App.
1	AUG 23, 2010	ORIGINAL	M.B.	SCB

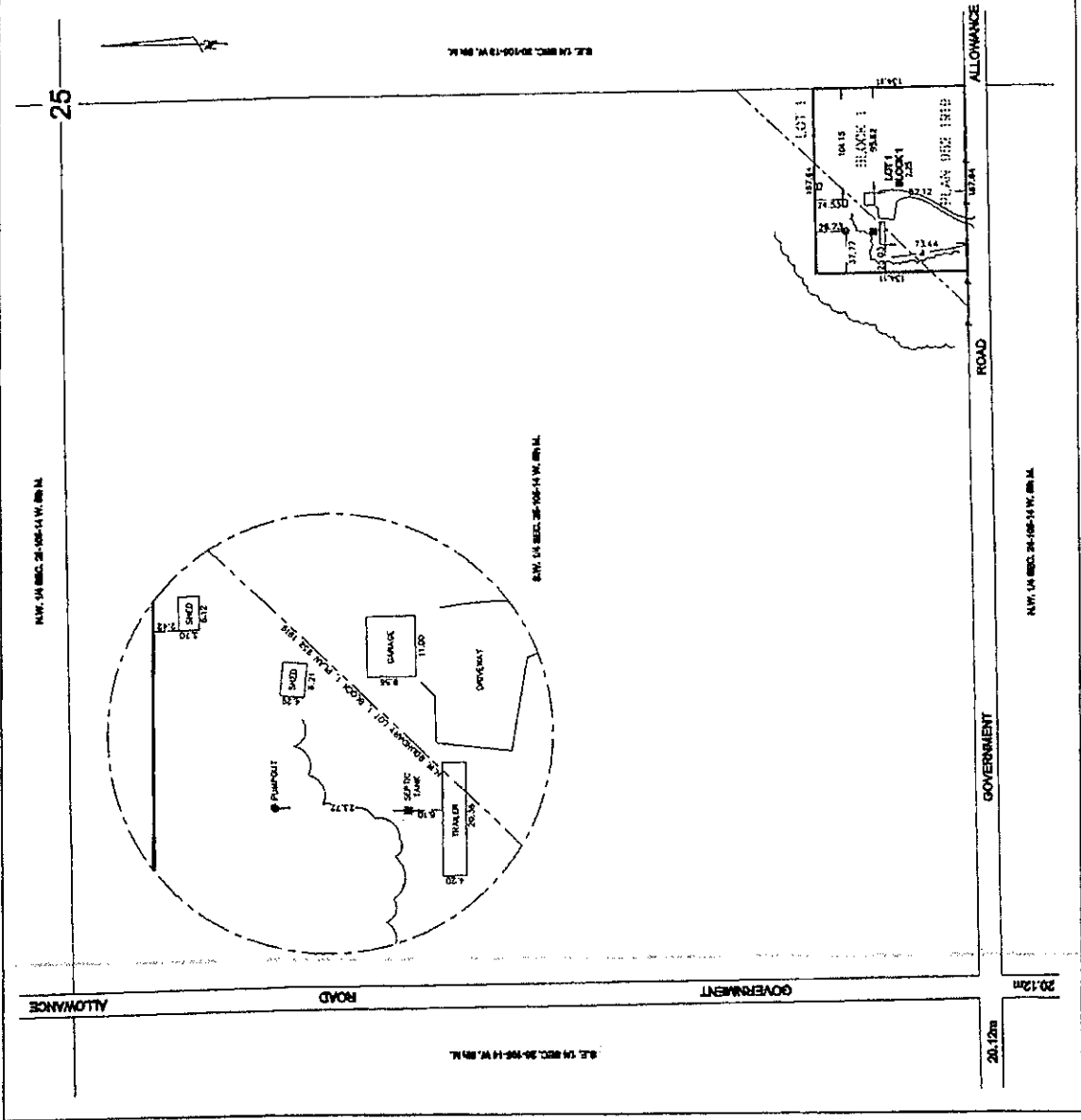
LEGEND:

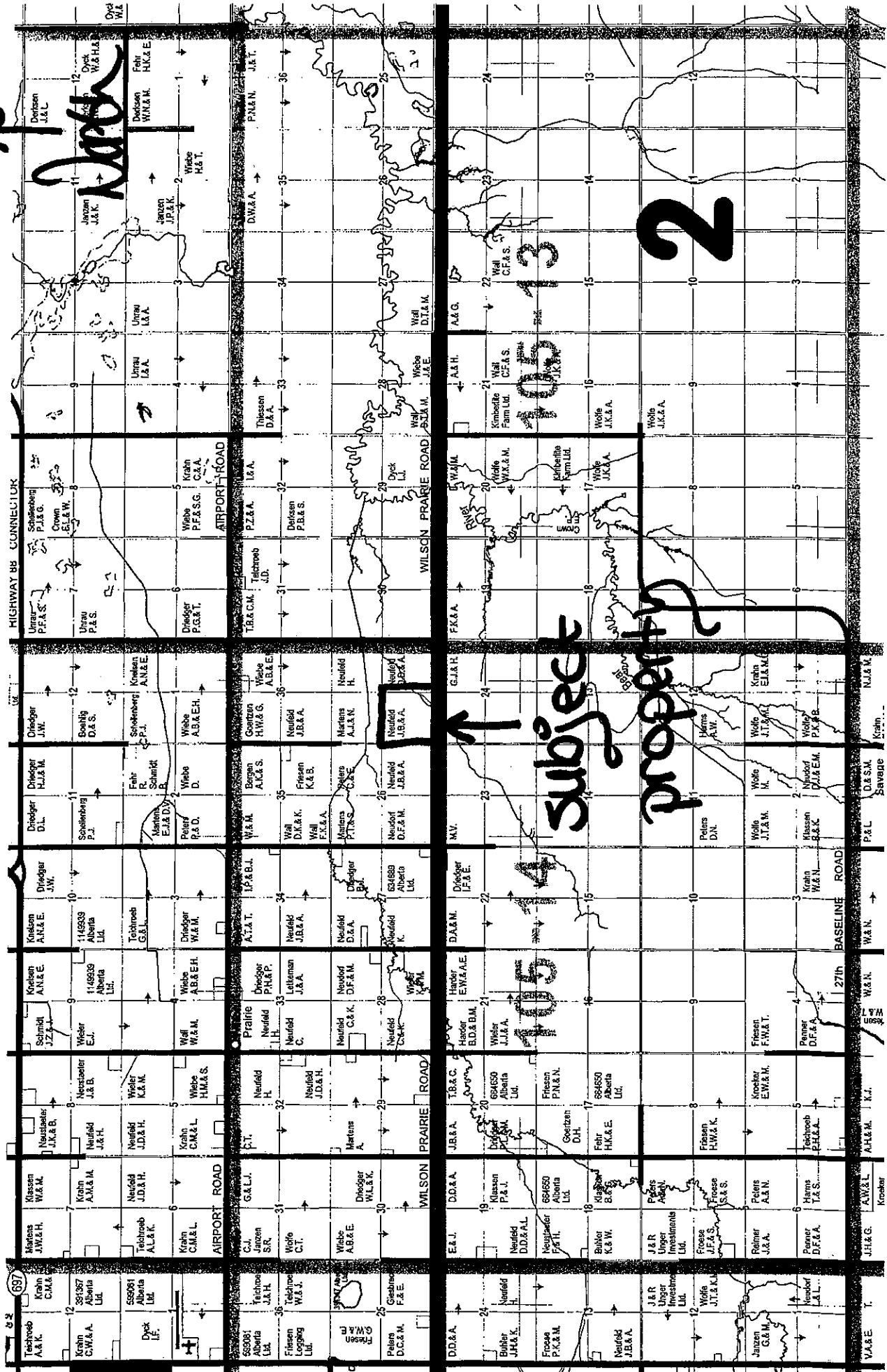
- Dashed line: Original boundary, not a survey and accurate bearing.
- Solid line: Boundary shown on this plan and bounded there.
- Dotted line: Boundary shown on plan at 2.25 M.
- Arrow: Line of survey.
- P: Proposed to show that.
- S: Section line to show that.
- O: Other to show that.

ABBREVIATIONS:

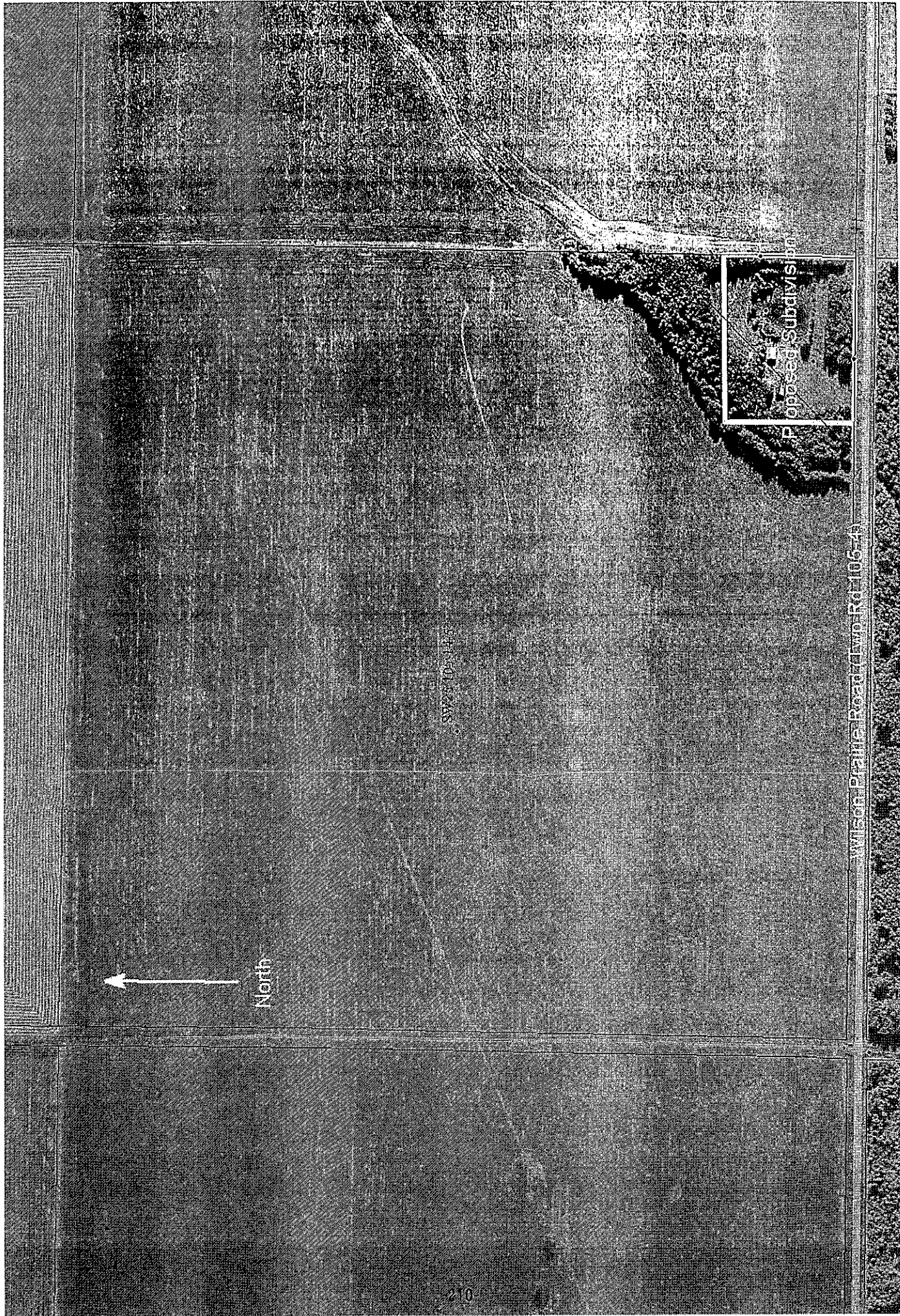
- M: Indicated meters.
- F: Indicated feet or fathoms.
- N, E, S, W: Cardinal North, East, South & West.
- P: Indicated North.
- S: Indicated Section.
- T: Indicated Township.

EARLLOW SURVEYING
 100-100 Ave. S.E., Calgary, Alberta, Canada T2C 1G9
 PHONE: 403-243-1111
 FAX: 403-243-1112
 E-MAIL: earl@earl.com





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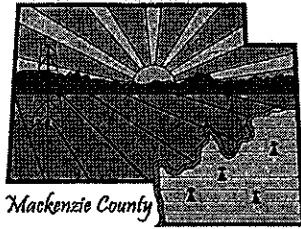


North

SW 2105 1/2

Proposed Subdivision

Wilson Prairie Road (Lwp. Rd. 106-4)



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 14, 2010
Presented By:	Marion Krahn, Supervisor of Planning and Development
Title:	Bylaw 780-10 – Extension and Upgrade to Range Road 15-2 to RV Park (La Crete Rural)

BACKGROUND / PROPOSAL:

Bylaw 780-10, being an Off-site Levy Bylaw for the extension and upgrade of Range Road 15-2 (south of La Crete Access South to Plan 012 1774, Lot 1) received first reading on September 29, 2010 and second reading on November 9, 2010. The Bylaw was intended to be presented for third reading at the November 24, 2010 Council meeting however an advertising error delayed the matter.

OPTIONS & BENEFITS:

The subject road will benefit the adjacent landowners as it provides alternate access to lands that can be developed into Country Residential subdivisions and further benefits the RV Park as it will now have road access.

The affected landowners prefer an off-site levy bylaw as it allows them to defer payment until they develop their lands. This option results in the County paying for and carrying the construction costs until the off-site levy is collected at the subdivision stage.

The subject road construction project consists of two components, 1) being the extension of the existing road south to the RV Park, and 2) being the upgrade to the existing constructed portion of this road which does not meet County standards. Neither of these components are included in the 2010 budget.

COSTS & SOURCE OF FUNDING:

The County's portion of the road construction/upgrade in the amount of \$70,000 (\$120,000 total road construction/upgrade cost minus \$50,000 contributed funds) is not

Author: M. Krahn **Review by:** _____ **CAO**

included in the 2010 budget and therefore, a budget amendment is required prior to third and final reading of this Bylaw.

RECOMMENDED ACTION:

MOTION 1

That the 2010 Capital Budget be amended to include \$70,000.00 for the construction/upgrade of Range Road 15-2, south of La Crete Access South to a point 100 meters past the north boundary of Part of SW 35-105-15-W5M (Plan 012 1774, Lot 1).

MOTION 2

That third reading be given to Bylaw 780-10, being an Off-site Levy Bylaw for the extension and upgrade of Range Road 15-2, south of La Crete Access South to a point 100 meters past the north boundary of Part of SW 35-105-15-W5M (Plan 012 1774, Lot 1).

Author: M. Krahn Review by: CAO

BYLAW NO. 780-10

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

**A BYLAW OF THE MACKENZIE COUNTY
FOR THE IMPOSITION OF AN OFFSITE LEVY**

WHEREAS, pursuant to the Municipal Government Act, R.S.A. 2000 c. M-26, enables Council by Bylaw to provide for the imposition and payment of an off-site levy in respect of land to be developed or subdivided;

WHEREAS, an off-site levy may be used only to pay for all or part of the capital cost for the construction and upgrade of a road to serve the surrounding lands.

AND WHEREAS, the plans have been prepared and the estimated cost of the road construction and upgrade is \$120,000.00 of which \$70,000.00 will be funded by Mackenzie County and \$50,000.00 will be funded by the landowners of NW 35-105-15-W5M and Part of SW 35-105-15-W5M (Plan 012 1774, Lot 1).

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

1. The Municipality, in its discretion may impose an off-site levy.
2. The off-site levy shall be for the provision of road construction and upgrade at Range Road 15-2 in order to serve the future development identified as Service Area in Schedule "A" and as outlined in Schedule "B" attached hereto.
3. This Bylaw may be cited as "the RV Park Road Construction and Upgrade".
4. The Administration of Mackenzie County may enter into an agreement in respect to payment of the off-site levy with all affected land owners.
5. When a subdivision is requested and an application is submitted, the agreement as per Article 3 of this bylaw shall form a part of the Development Agreement. The off-site levy payment shall be made prior to registration of the subdivision.
6. The off-site levy charges for this project shall be \$377.34 per acre.
7. The off-site levy was calculated as follows:

Total County cost of \$70,000.00 divided by 185.51 acres equals \$377.34 per acre to cover the costs of the road construction and upgrade.

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

READ a first time this 29th day of September, 2010.

READ a second time this 9th day of November, 2010.

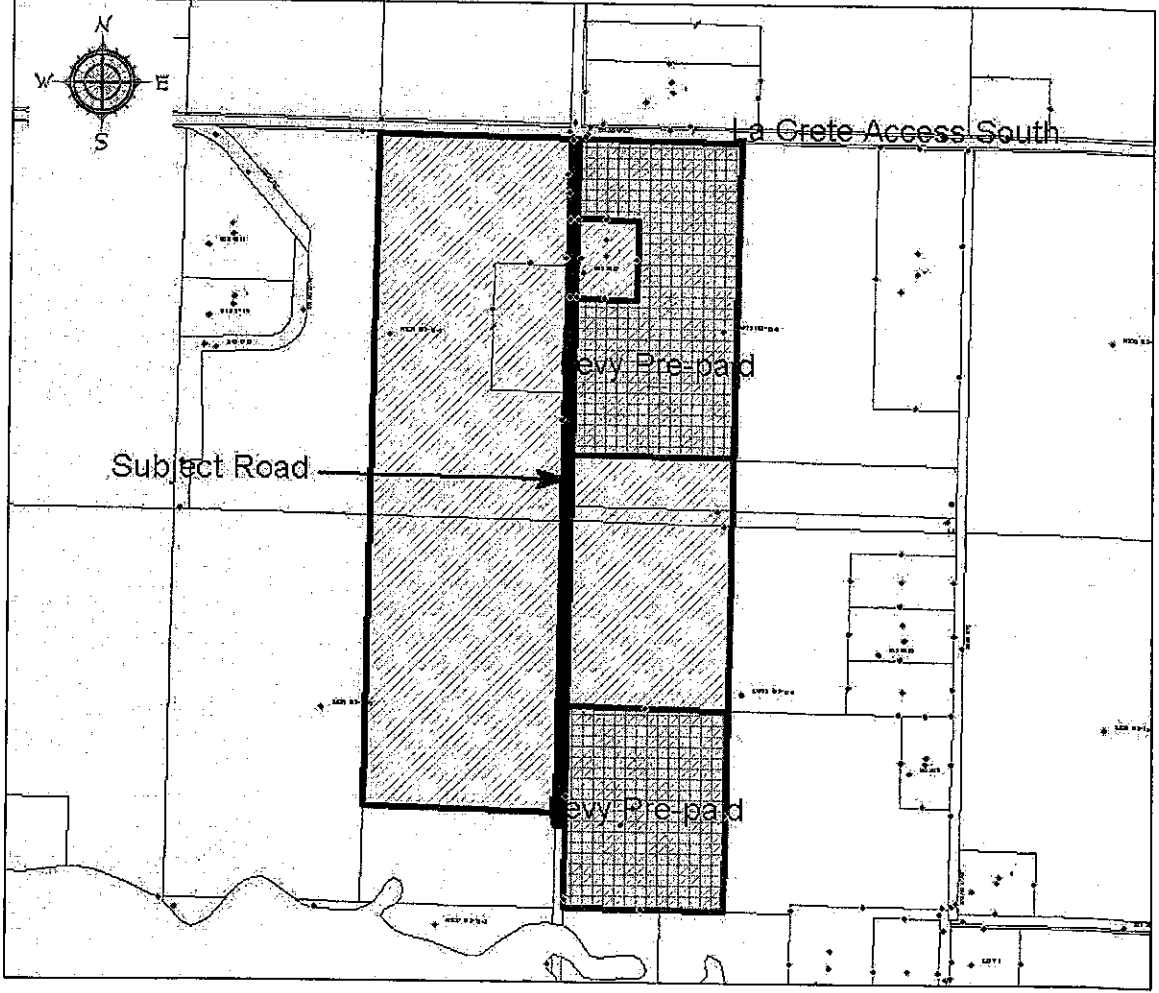
READ a third time and finally passed this _____ day of _____, 2010.

Bill Neufeld
Reeve

William Kostiw
Chief Administrative Officer

BYLAW NO. 780-10
SCHEDULE "A"

- 1. The off-site levy shall be imposed on the residential parcels according to the Service Area as follows:



BYLAW NO. 780-10
SCHEDULE "B"

2. That the off site levy be imposed on the following areas:

Land Location	Serviceable Acres
NE 34-105-15-W5M	68.1
SE 34-105-15-W5M	59.84
NW 35-105-15-W5M (PREPAID)	48.26
Part of NW 35-105-15-W5M	8.69
Part of NW 35-105-15-W5M	2.39
Part of SW 35-105-15-W5M	31.46
Part of SW 35-105-15-W5M (Plan 012 1774, Lot 1) (PREPAID)	34.47
Part of NE 34-105-15-W5M	9.96
Part of NW 35-105-15-W5M (Plan 992 3997, Block 1, Lot 1)	5.07
TOTAL	268.24 acres
TOTAL MINUS PREPAID ACRES	185.51 acres

Operation Christmas Child Packing Party

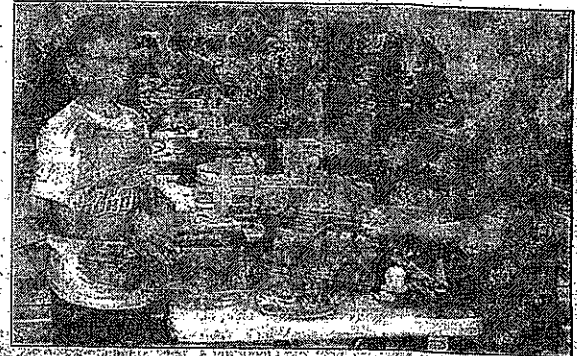
Ashley Foley
Stuffed animals, toy trucks, candy canes, stickers, toothbrushes and baby clothes filled the Ridgeview Central School gym on Friday, November 19th for the second annual Operation Christmas Child (OCC) Packing Party. Walking into the gym without knowing what was going on, one might as-

sume there was a fair amount of organized chaos. Young children, adults and elders joined together to fill Christmas boxes with care. The packing party began at 7:30PM and lasted until just after 9:00PM. Hundreds of boxes were packed by the community and the Ridgeview gym was packed with people who came out

to support OCC. On November 26th and 27th, a number of community members will be travelling to Calgary to partake in the province-wide OCC box checking program. All boxes in Alberta must be opened and checked before being delivered for Christmas day.



The gym was buzzing with people filling boxes for children who may not receive Christmas gifts.



Children came to help spread the Christmas spirit to the less fortunate.



Friends and family came out to participate in the packing party for the season of giving.



Many younger children, needed assistance closing their boxes, because their generosity filled the boxes too full to close.

Miss Me But Let Me Go

When I come to the end of the road,
And the hills are red for me,
I want no more in a gloom-filled room,
Why cry for a soul set free?

Miss me a little - but not too long,
And nod with your head held low,
Remember the love that we once shared,
Miss me - but let me go.

For this is a journey that we all must take,
And each must go alone,
It's a part of the Master's plan,
A step on the road to home.

MACKENZIE COUNTY

NOTICE TO THE ELECTORS OF MACKENZIE COUNTY

TAKE NOTICE that the Council of Mackenzie County, in the Province of Alberta, has given first and second reading to Bylaw 780-10 which will, upon final passage and approval, impose an off-site levy to pay for the cost of the following municipal purpose, namely the construction and upgrade of Range Road 15-2 (from La Crete across South to the Plan 012 1774, Lot 1), benefiting the areas identified in the table below:

The cost of the aforementioned project amounts to \$120,000.00 of which \$70,000.00 will be funded by Mackenzie County and \$50,000.00 will be funded by the landowners of NW 35-105-15-W5M and Part of SW 35-105-15-W5M (Plan 012 1774, Lot 1). The \$70,000.00 funded by the County will be recovered from the affected landowners via off-site levy charges at the subdivision development stage. The off-site levy charges for this project shall be \$77.34 per acre if the off-site levy was calculated as follows:

Total County cost of \$70,000.00 divided by 185.51 acres equals \$377.34 per acre.

This off-site levy will be imposed on the following areas:

Land Location	Declarable Acres
NE 34-105-15-W5M	68.1
SE 34-105-15-W5M	59.84
NW 35-105-15-W5M (PREPAID)	46.26
Part of NW 35-105-15-W5M	8.69
Part of NW 35-105-15-W5M	2.39
Part of SW 35-105-15-W5M	31.46
Part of SW 35-105-15-W5M (Plan 012 1774, Lot 1) (PREPAID)	34.47
Part of NE 34-105-15-W5M	9.96
Part of NW 35-105-15-W5M (Plan 992 3997, Block 1, Lot 1)	5.07
TOTAL	288.24 acres
TOTAL MINUS PREPAID ACRE	185.51 acres

All persons interested are hereby notified and they are required to govern themselves accordingly.

Second reading of this bylaw was given on November 9, 2010.

For more information regarding this Bylaw contact Marion Krahn, Supervisor of Planning and Development, at 780-829-3983.

Northern Lakes College

Employment Opportunity

Northern Lakes College is a multi-cultural community college with the motto of adult learners in not too short a breath. The college supports and promotes professional development and wellness opportunities. An attractive benefits plan and competitive salaries are part of our total compensation package.

The Information Technology Services Department has the following position available at our High Level Campus:

Technical Support Specialist
Reference #NLC-1192R-FV
Salary Range: \$47,460 to \$61,836 per year
(Full-time, ongoing - High Level Campus)

Required qualifications:

- A two year college diploma in a related field and A+ certification are required; additional certificates and training may be considered. Examples of preferred training are HQT, NET+
- At least 2 years experience working as a PC technician or related activity troubleshooting and repairing computer plus supporting clients in the use of computers.
- Some Service Desk or help desk experience
- The successful candidate must hold a valid Class 5 Driver's license.

Northern Lakes College is not restricted to safety quotas above.

For complete details on this employment opportunity visit us on the at: www.northernlakescollege.ca click on join our team then career opportunities.

Please submit a resume quoting reference number NLC-1192R-FV to: Northern Lakes College, Human Resource Services, 1201 Main Street SE, Slave Lake, Alberta T0G 2A3, Fax: (780) 849-5881 or email: resumes@northernlakescollege.ca

Closing date: December 10, 2010

Northern Lakes College thanks all applicants for their interest in employment; however, only those candidates selected for interviews will be contacted.

Ridgeview fundraises for legislature

Grade sixes raise money to travel to Edmonton to visit legislature

Ashley Foley
Comedy, light show, singers and musicians filled the Ridgeview Talent Show & Fundraiser Friday, November 26.
In walking through the Ridgeview school doors, if the music and laughter

doesn't get you first, the baked goods are sure to catch your eye. The front hall and lobby was lined with tables filled with squares, brownies and cookies.
A talent show, silent auction, bake sale and live auc-

tion were held at the school Friday night in order to raise funds for the grade six class to go to legislature again this year.
Last year, they won the trip; however, the trip could not be won two consecutive years but still wanted to

make the trip to Edmonton.
The trip will cost about \$13,000.00 and the class raised over \$7,000.00 at their talent show and fundraiser Friday night.

The talent show ranged from comedy acts, singing and choir, an interpretive light performance done with glow sticks, and musical instruments ranging from a rock-star drummer to a classical pianist.

On top of the silent auction, items were also auctioned off by David Froese throughout the talent show.

"Aren't we blessed," he said after a singing performance of Jesus Take the Wheel. "To have children like that singing for us? It gave me chills down my spine."

Door prizes were also won throughout the night and candy-grams could be bought for a special someone if the boxes of Purdy chocolates didn't stop you first.



A number of singing acts were presented throughout the evening, in groups and individually.



David Froese called for bids during the live auction throughout the talent show intermissions.



Mason Ward, a grade four aspiring rock star, showed off his drumming skills early in the talent show, raising the bar high for all acts to follow.



Tables lined the gym with silent auction items, raising money for the grade six class to travel to Edmonton for legislature.



Mennonite Mutual Insurance Co. (Alberta) Ltd.
Mennonite Insurance Agency Ltd.

Clerical // Receptionist

Mennonite Mutual Insurance requires a part-time Clerical/Receptionist in the La Crete branch office for 20 hours per week. The successful candidate will show a willingness to serve, be self motivated, and have a desire to grow with the company. Duties include: supporting insurance reps, managing phone lines, faxing, photocopying, form completion, etc. Some computer skills required. Office experience is not necessary, but would be an asset. Training will be provided by the company.

Mennonite Mutual Insurance is an Alberta company and has grown from the origins of mutual aid that members of the Mennonite community have long provided for one another. The company is guided by a vision statement which is based on Galatians 6:2: "Bear one another's burdens, and so fulfill the law of Christ." MMI provides property, liability, and auto insurance for homes, farms and businesses.

Resumes should be directed to Estelle Besserer, by email at: ebesserer@mmlia.ca or by fax to: 1-866-671-6733.



Member Service Representative

Farm Business Consultants (FBC) is the most experienced, largest and fastest growing rural tax specialist in Canada. Each year we require a specialized group of people to meet face to face with our Members to collect relevant and important tax information. As a Member Service Representative and a key member of our Service Team you will meet with members in your designated area and travel to their place of business where you will use state-of-the-art computer equipment and company-designed software to collect tax and other financial data. These appointments are pre-arranged for you. We provide you with an excellent opportunity to learn and develop new skills: superior remuneration package with a guaranteed weekly minimum of \$800.00/week, with most employees earning in excess of \$1100.00/week and the opportunity to have either reliable seasonal work or a full time career with our organization. If you are an effective communicator and a team player, with the motivation to provide excellent customer service, we would like to hear from you.

To apply for this position please e-mail your resume to Natasha Morgan at nmorgan@fbc.ca or fax to: (780) 539-5186

To learn more about FBC and our Value to our Membership please visit our website at www.fbc.ca



MACKENZIE COUNTY

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The cost of the aforementioned project amounts to \$120,000.00 of which \$70,000.00 will be funded by Mackenzie County and \$50,000.00 will be funded by the landowners of NW 35-105-15-W5M and Part of SW 35-105-15-W5M (Plan 012 1774, Lot 1). The \$70,000.00 funded by the County will be recovered from the affected landowners via off-site levy charges at the subdivision development stage. The off-site levy charges for this project shall be \$377.34 per acre. The off-site levy was calculated as follows:

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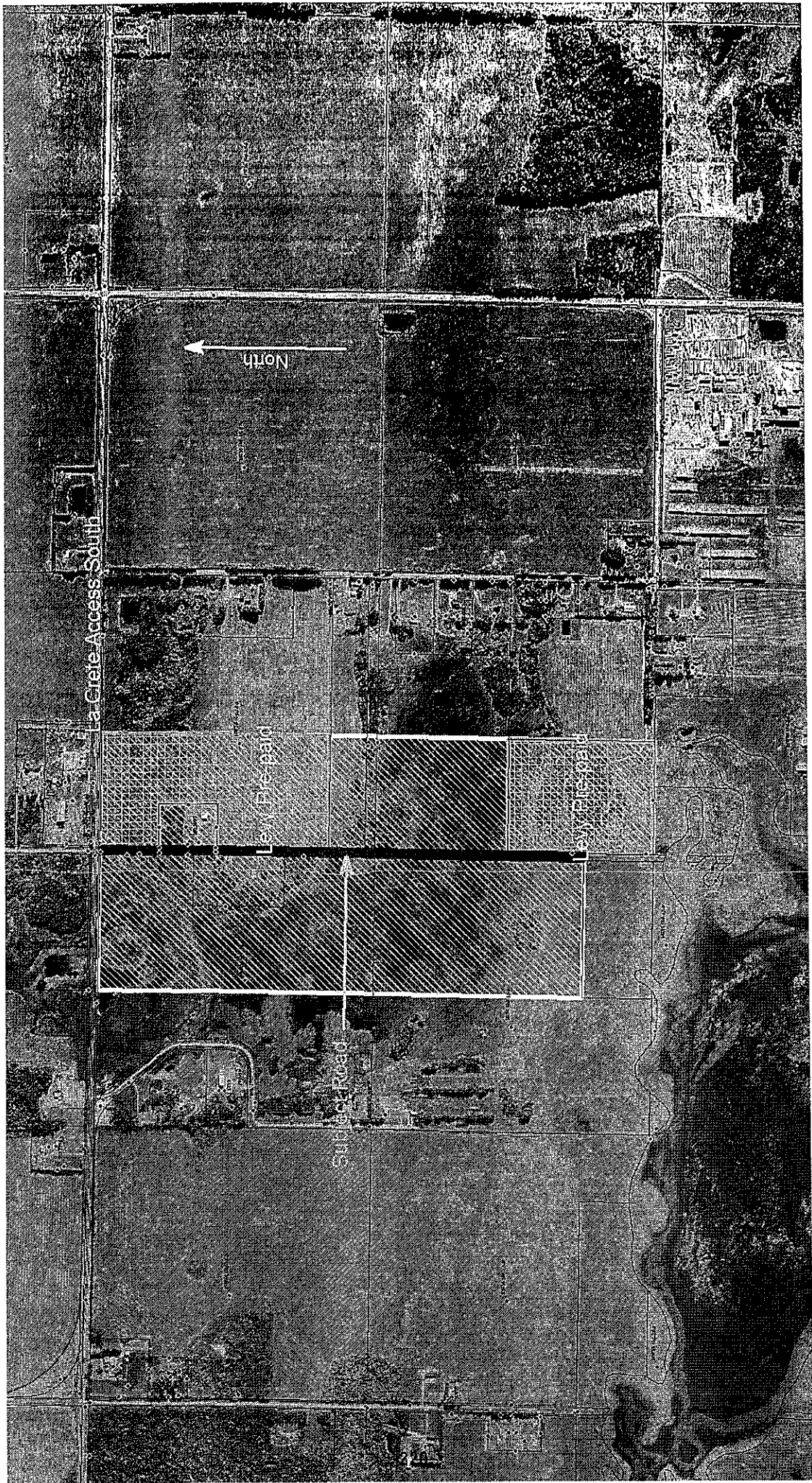
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TOTAL	268.24 acres
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For more information regarding this Bylaw contact Marion Krahn, Supervisor of Planning and Development, at 780-929-3983.

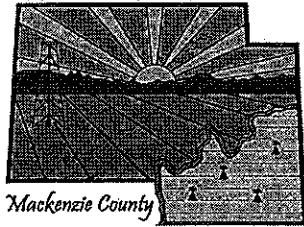


North

a Crete Access South

Subtract Road

Subtract Road



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 14, 2010
Presented By:	Marion Krahn, Supervisor of Planning and Development
Title:	Bylaw 788-10 Land Use Bylaw Amendment to Rezone Part of SW 2-106-15-W5M (Plan 982 3499, Block 1, Lot 1) from Agricultural District 1 "A1" to Rural Industrial District 1 "RI1" (La Crete Rural)

BACKGROUND / PROPOSAL:

The Planning Department received a Land Use Bylaw amendment application to rezone Part of SW 2-106-15-W5M (Plan 982 3499, Block 1, Lot 1) from Agricultural District 1 (A1) to Rural Industrial District 1 (RI1).

This application was presented to the Municipal Planning Commission (MPC) at their November 22, 2010 meeting where the following motion was made:

That the Municipal Planning Commission recommendation to Council be for the approval of Bylaw ___-10, being a Land Use Bylaw amendment to rezone Part of SW 2-106-15-W5M (Plan 982 3499, Block 1, Lot 1) from Agricultural District 1 "A1" to Rural Industrial District 1 "RI1", subject to public hearing input.

The lands are currently used for industrial purposes. The applicant owns a logging company and uses the lands for maintaining and storing his business equipment. No residence exists on these lands.

Bylaw number 788-10 has since been assigned to this application.

OPTIONS & BENEFITS:

The owner of the balance of the quarter section (SW 2-106-15-W5M) desires to complete a subdivision of the second yard-site on his lands however cannot do so at present as two subdivisions have already been taken out of the lands. In accordance

Author: M. Krahn **Review by:** _____ **CAO**

with the A1 zoning district, a maximum of two subdivisions for residential purposes may be taken out of an agricultural quarter section. No restriction exists for non-residential subdivisions.

Rezoning one of the two existing subdivisions to a non-residential use would reduce the number of residential subdivisions to one and thereby, allow one more residential subdivision to be taken out of the balance of the lands. The two landowners involved have reached an agreement regarding the subject rezoning.

The subject lands are included in the Municipal Development Plan (Bylaw 735-09) as future Hamlet Commercial use lands. (See attached Map 5). The lands are not presently contained within the Hamlet of La Crete boundaries however the proposed industrial zoning is similar to a commercial zoning and therefore would likely fit the intended future land use.

The current lot size and land use meet the requirements of the proposed RI1 zoning district.

An alternative to the proposed request is to rezone the balance of the quarter section (SW 2-106-15-W5M) to Rural Country Residential. This option could only be completed if Council lifted the County Residential moratorium and the landowner was prepared to subdivide a minimum of 10 lots. This is not the option preferred by the applicant and owner of SW 2-106-15-W5M.

COSTS & SOURCE OF FUNDING:

All costs will be borne by the applicant.

RECOMMENDED ACTION:

MOTION 1

That first reading be given to Bylaw 788-10, being a Land Use Bylaw amendment to rezone Part of SW 2-106-15-W5M (Plan 982 3499, Block 1, Lot 1) from Agricultural District 1 "A1" to Rural Industrial District 1 "RI1".

Author: M. Krahn **Review by:** _____ **CAO** _____

BYLAW NO. 788-10
BEING A BYLAW OF
MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA

TO AMEND THE
MACKENZIE COUNTY LAND USE BYLAW

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

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

WHEREAS, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to amend the Mackenzie County Land Use Bylaw to accommodate the industrial uses.

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 SW 2-106-15-W5M (Plan 982 3499, Block 1, Lot 1)

be rezoned from Agricultural District 1 "A1" to Rural Industrial District 1 "R11", as outlined in Schedule "A".

READ a first time this ___ day of _____, 2010.

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

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

Bill Neufeld
Reeve

William Kostiw
Chief Administrative Officer

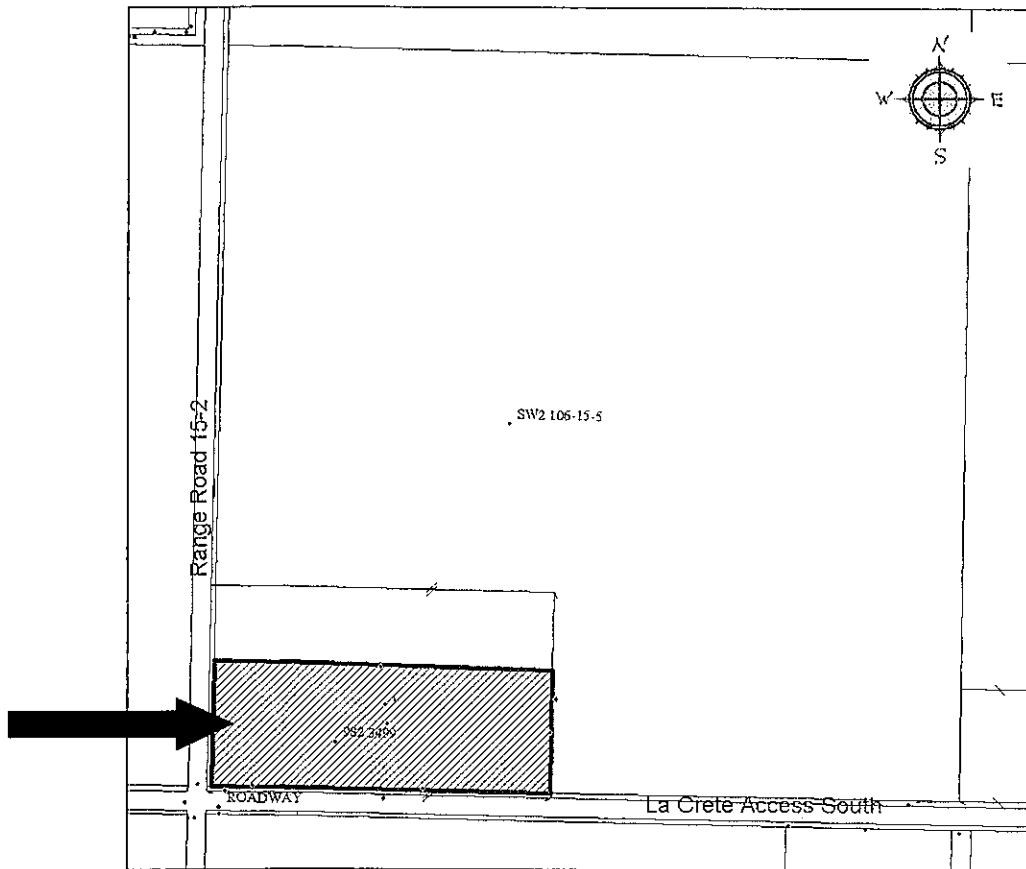
BYLAW No. 788-10

SCHEDULE "A"

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

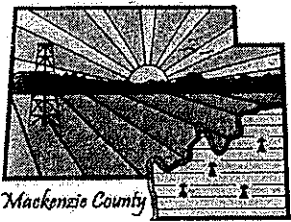
Part of SW 2-106-15-W5M (Plan 982 3499, Block 1, Lot 1)

south of La Crete, be rezoned from Agricultural District 1 "A1" to Rural Industrial District 1 "RI1".



FROM: Agricultural District 1 "A1"

TO: Rural Industrial District 1 "RI1"



LAND USE BYLAW AMENDMENT APPLICATION

APPLICATION NO. 788-10

NAME OF APPLICANT <u>Ernest Driedger</u>		
ADDRESS <u>Box 931</u>		
TOWN <u>La Crete AB.</u>		
POSTAL CODE <u>T0H 2H0</u>	PHONE (RES.) <u>780 928 3260</u>	BUS. <u>780 928 4900</u>

COMPLETE IF DIFFERENT FROM APPLICANT		
NAME OF REGISTER OWNER <u>Forest Trotter Contracting Ltd.</u>		
ADDRESS <u>Box 1419</u>		
TOWN <u>La Crete AB.</u>		
POSTAL CODE <u>T0H 2H0</u>	PHONE (RES.) <u>780 928 4900</u>	BUS. <u>780 928 4900</u>

LEGAL DESCRIPTION OF THE LAND AFFECTED BY THE PROPOSED AMENDMENT

QTR./LS. <u>SW</u>	SEC. <u>02</u>	TWP. <u>106</u>	RANGE <u>15</u>	M. <u>W5</u>	OR	PLAN <u>982 3499</u>	BLK <u>1</u>	LOT <u>1</u>
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LAND USE CLASSIFICATION AMENDMENT PROPOSED:

FROM: Agriculture TO: Rural Industrial

REASONS SUPPORTING PROPOSED AMENDMENT:

To allow for one more subdivision on SW-02-106-15-W5.

I/WE HAVE ENCLOSED THE REQUIRED APPLICATION FEE OF \$ 150.00

RECEIPT NO. 125349

Ernest Driedger Ernest Hu Oct. 15/10
APPLICANT DATE

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

Ernest Hu
Forest Trotter Contracting Ltd Oct-15/10
REGISTERED OWNER DATE

7.3 AGRICULTURAL DISTRICT 1 (A1)

CURRENT ZONING

The purposes of this Land Use District are: to conserve land for a wide range of agricultural uses, to minimize the fragmentation of agricultural land, and to limit non-agricultural land uses to those which would not interfere with agricultural practices.

A. PERMITTED USES

- a) Ancillary Building/Use
- b) Bunkhouse
- c) Extensive Agriculture
- d) Garden Suite
- e) Handicraft Business
- f) Home Based Business
- g) Intensive Agriculture (1) and (2)
- h) Farm Building
- i) Mobile Home
- j) Modular Home
- k) Single Detached Dwelling

B. DISCRETIONARY USES

- (a) Abattoir
- (b) Auction Mart
- (c) Autobody
- (d) Bed and Breakfast
- (e) Cemetery
- (f) Church
- (g) Communication Tower
- (h) Confined Feeding Operation
- (i) Contractor's Business
- (j) Farm Subsidiary Business
- (k) Forestry Lookout Tower
- (l) Industrial Camps
- (m) Intensive Recreational Use
- (n) Kennel
- (o) Public use
- (p) Retail Store
- (q) Sewage Lagoon
- (r) Sewage Treatment Plant
- (s) Stripping Top Soil
- (t) Tradesmen's business
- (u) Veterinary Clinic
- (v) Waste Transfer Station
- (w) Water Reservoir or Dugout

C. PARCEL DENSITY

Residential Uses: Three (3) parcels per quarter section, river lot or original titled property with the balance of the quarter section, river lot or original titled property being one of the parcels; with the subdivided parcels being any two of the following:

- a. Existing farmstead or homestead,
- b. Vacant parcel
- c. Fragmented parcel

D. LOT AREA

Country Residential Uses:

Minimum Lot Area: 1.2 hectares (3.0 acres)

Maximum Lot Area: up to 4.05 hectares (10.0 acres) unless:

- a. an existing residence requires the approval of a larger parcel size to meet setback requirements or to include the entire yardsite;
- b. the parcel is fragmented to such a degree that a 4.05 hectares (10.0 acres) subdivision would render the remaining portion of the fragmented parcel difficult or useless for farming; or
- c. the bank of a natural water course or road plan is used as a boundary.

E. NUMBER OF DWELLING UNITS

A maximum of one dwelling unit shall be permitted on each of the following:

- a. a rural subdivision, and
- b. a rural subdivision that is a farmstead or homestead separation, and
- c. the balance of the quarter section

to a maximum of three dwellings on a quarter section, river lot or original titled property.

An additional dwelling unit may be allowed in this land use district if it is a Garden Suite or in accordance with Section 4.9 (Dwelling Units Per Parcel).

F. MINIMUM FRONT YARD SETBACK

- a) Lot fronting on a provincial highway, rural road, or undeveloped road allowance:
 - i. 41.1 metres (135 feet) from right-of-way, or
 - ii. 64 metres (210 feet) from centre line

G. MINIMUM SIDE YARD SETBACK

- a) 15.2 metres (50 feet);
- b) Unless a corner parcel where the minimum side yard shall be the same as the front yard unless otherwise required by the Development Officer.

H. MINIMUM REAR YARD SETBACK

15.2 metres (50 feet) unless otherwise required by the development Officer

I. LANDSCAPING

In addition to Section 4.23 of this Bylaw, the Development Officer may require any discretionary use to be screened from view with a vegetated buffer strip and/or other screening of a visually pleasing nature, satisfactory to the Development Officer.

J. OTHER REQUIREMENTS

The Development Officer may decide on such other requirements as are necessary having due regards to the nature of a proposed development and the purpose of this District.

For Agricultural subdivisions, those boundaries not adjacent to quarter section boundaries shall allow at least 100 meters between the subdivision boundary and the boundary of the quarter section.

7.35 RURAL INDUSTRIAL DISTRICT 1 "RI1"

PROPOSED ZONING

The general purpose of this district is to accommodate industrial buildings and uses which are deemed better suited to rural rather than urban areas.

A. PERMITTED USES

- (1) Extensive Agriculture and farm buildings.

B. DISCRETIONARY USES

- (1) Agricultural supply depot.
- (2) Bulk fertilizer sales.
- (3) Bulk fuel storage.
- (4) Bulk propane sales.
- (5) Contractor's business.
- (6) Fertilizer sales.
- (7) Industrial Camps
- (8) Maintenance Yard.
- (9) Manufacturing firm.
- (10) Natural resource extraction industry.
- (11) Oil and gas servicing.
- (12) Public use.
- (13) Petroleum facility.
- (14) Salvage/storage yard.
- (15) Security suite.
- (16) Sewage lagoon, sewage treatment plant.
- (17) Mobile/Modular Home (Manufactured) Sales.

C. MINIMUM LOT SIZE

0.8 hectares (2 acres) unless otherwise required by the Development Officer.

D. MINIMUM TOTAL FLOOR AREA

92.9 square metres (1000 square feet) or as required by the Development Officer.

E. MINIMUM FRONT YARD SETBACK

As specified by the local road authority, but in no case less than 41.1 metres (135 feet) from the edge of the highway right of way.

F. MINIMUM DEPTH OF SIDE YARD

15.24 metres (50 feet)

G. MINIMUM REAR YARD SETBACK

7.6 metres (50 feet).

H. THE DESIGN, CHARACTER AND APPEARANCE OF BUILDINGS

Buildings may be of new construction or moved in. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall compliment the natural features and character of the site to the satisfaction of the Development Officer.

I. ON-SITE PARKING

In accordance to the provisions in Section 4.28 of this Bylaw.

J. LOCATION CRITERIA

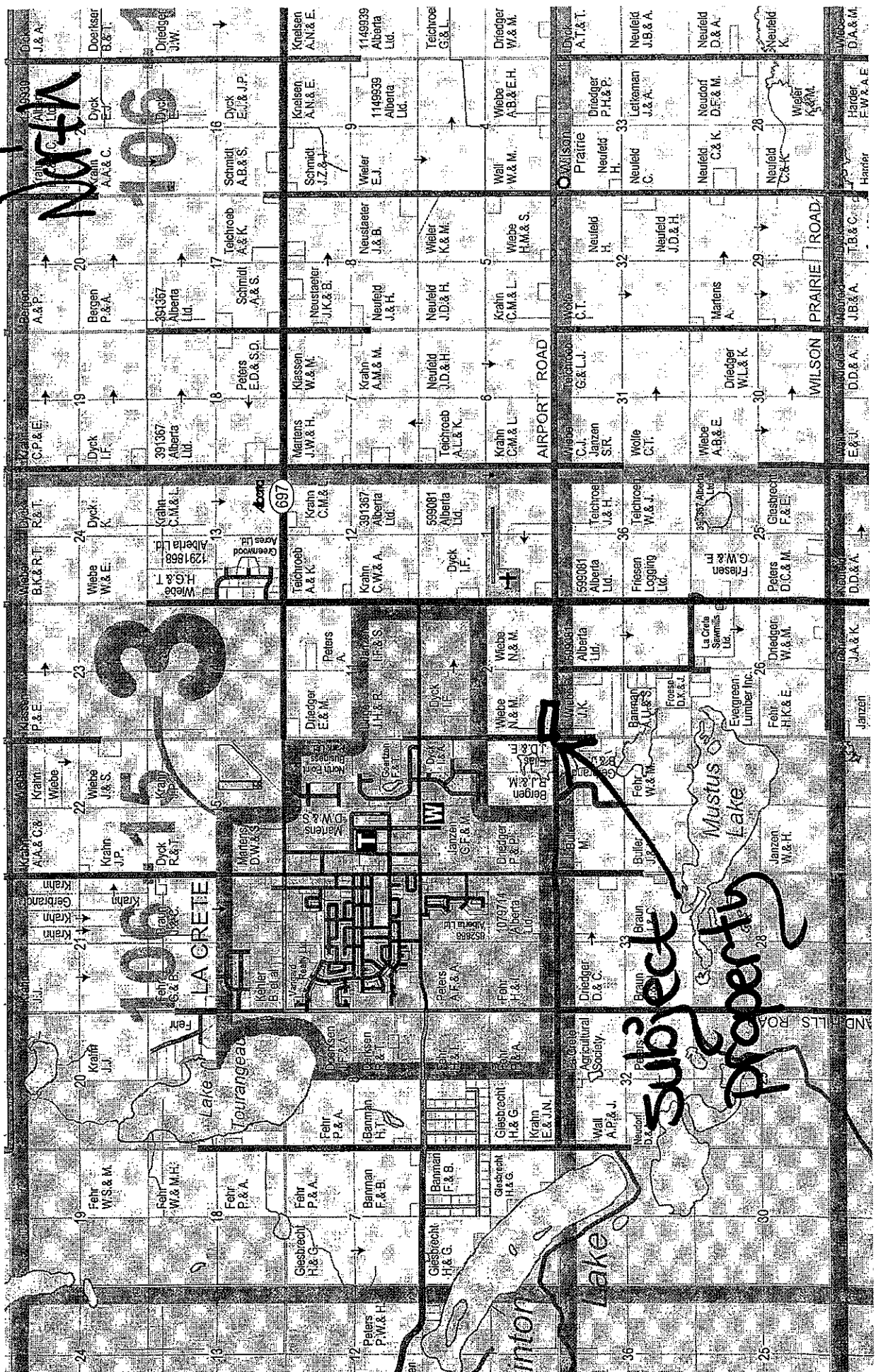
Rural industrial development shall be located where possible along highway corridors or identified collector roads.

K. ON-SITE PARKING

In accordance to Section 4.28 of this Bylaw.

L. LANDSCAPING

In accordance to Section 4.23 of this Bylaw.



North

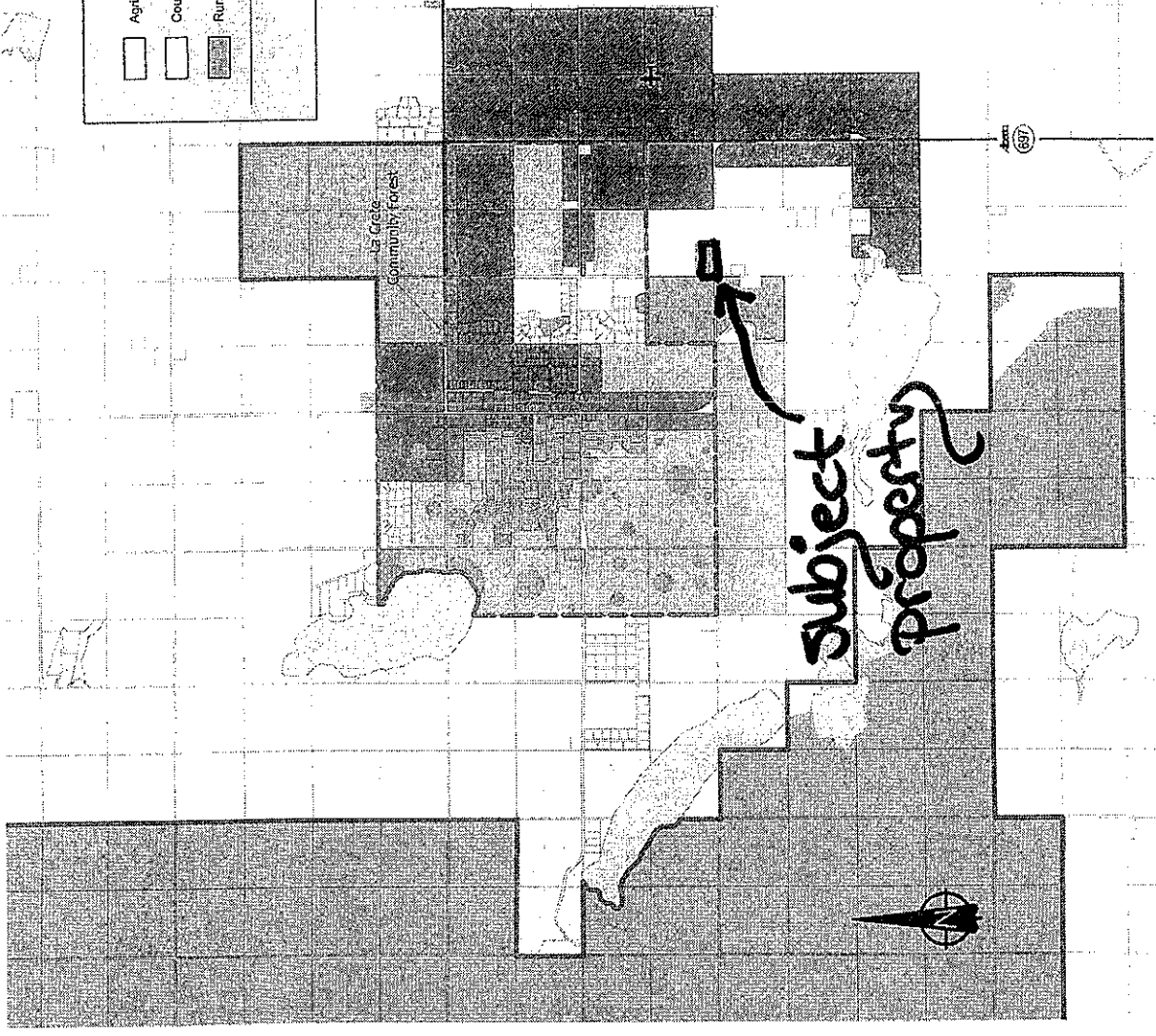
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Subject Property

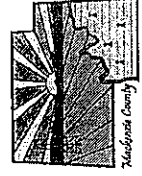
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MAP 5

POLICY AREA:



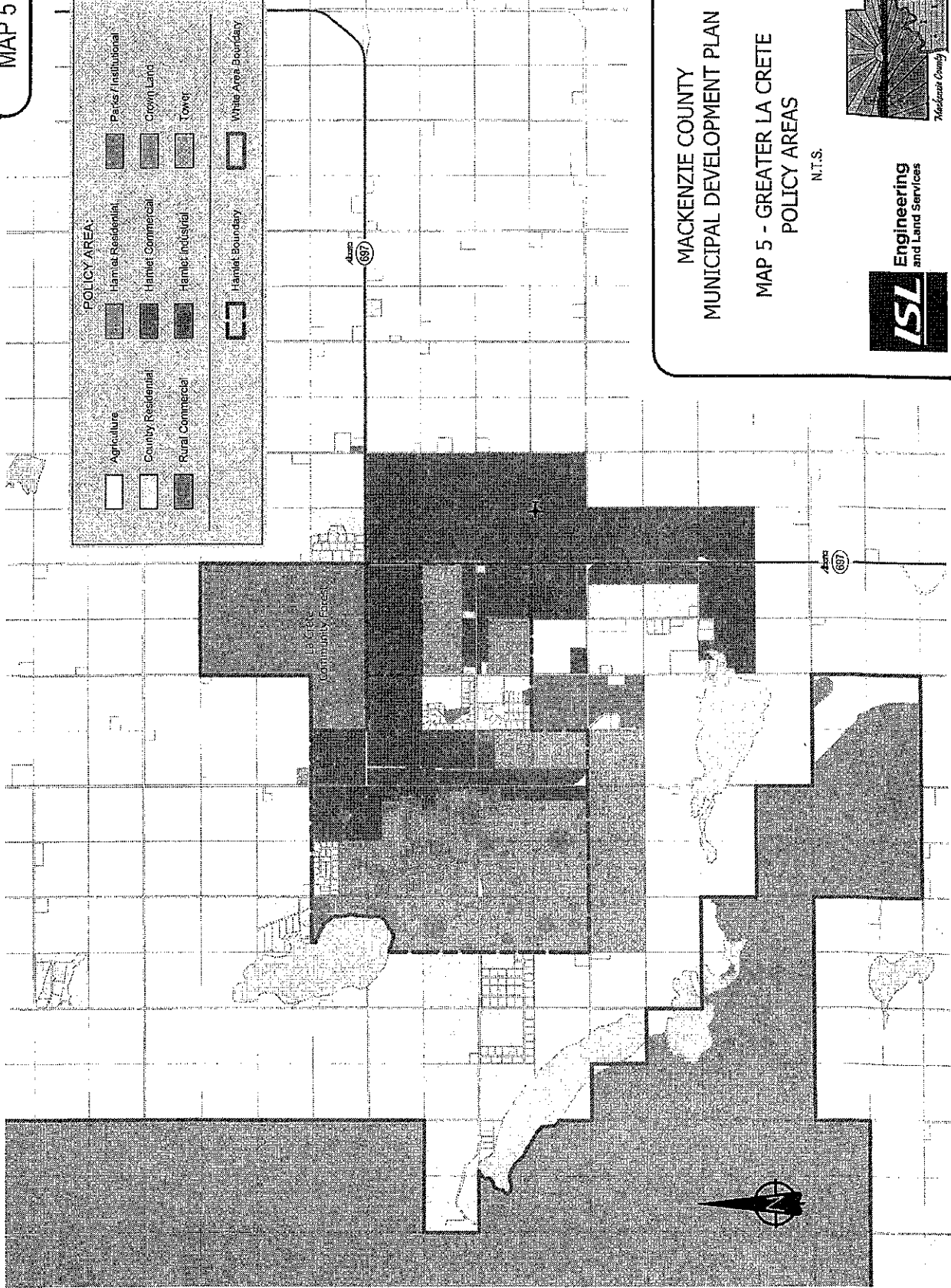
MACKENZIE COUNTY
MUNICIPAL DEVELOPMENT PLAN
MAP 5 - GREATER LA CRETE
POLICY AREAS
N.T.S.



Engineering
and Land Services

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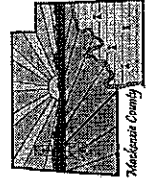
MAP 5



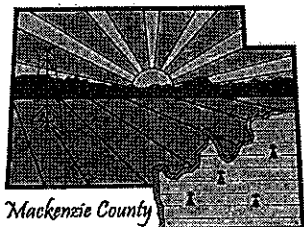
MACKENZIE COUNTY
MUNICIPAL DEVELOPMENT PLAN

MAP 5 - GREATER LA CRETE
POLICY AREAS

N.T.S.



Engineering
and Land Services



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 14, 2010
Presented By:	Marion Krahn, Supervisor of Planning and Development
Title:	Bylaw 791-10 Land Use Bylaw

BACKGROUND / PROPOSAL:

Bylaw 791-10, being a Land Use Bylaw, is intended to replace the existing Land Use Bylaw 462-04. The Land Use Bylaw (LUB) regulates all development and subdivisions within Mackenzie County.

The draft LUB was reviewed by the Municipal Planning Commission at the October 14, 2010 meeting where the following motion was made:


That the Municipal Planning Commission recommendation to Council be for the approval of the draft Land Use Bylaw, as presented, subject to public hearing input.

OPTIONS & BENEFITS:

Updates to the current LUB have been suggested over the past few years and the intent of the subject Bylaw is to address those changes and to streamline the development process.

The Airport Vicinity Protection Area (AVPA) is intended to form part of the new LUB however is not complete. A Land Use Bylaw amendment to add the AVPA can be completed at a later date and therefore, consideration could be given to proceeding with the new LUB now. The development of a new LUB has been in progress for the past three years.

The draft Land Use Bylaw will be handed out at the Council meeting. A list highlighting the key changes made is attached.

Author: M. Krahn Review by: _____ CAO 

Timeline:

Intended to ensure that the proposed Land Use Bylaw is adopted before the 2011 development season:

December 14, 2010 First reading. This will allow staff time to schedule, advertise and prepare for open houses in January and give Council time to review and comment on the proposed Bylaw.

January 2011 Open Houses. Comments and suggestions collected from ratepayers.

February 2011 Administration review of all comments and suggestions and presentation to Council.

February/March 2011 Final draft of Bylaw prepared and presented to Council for final readings.

COSTS & SOURCE OF FUNDING:

N/A.

RECOMMENDED ACTION:

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

Author: M. Krahn Review by: CAO

Draft Land Use Bylaw Highlights of Proposed Changes

The following list is intended to provide highlights of the major changes proposed in the draft Land Use Bylaw:

- 1. Re-organization and cleanup** – to improve flow and appearance
- 2. Addition and amendment to definitions (Section Two)** – to clarify and include additional necessary definitions
- 3. Reduction of zoning districts from 32 to 27 (Section Nine)** – to combine zoning districts that are very similar
- 4. Permits required for all shops (including farm) (4.2)** - to provide staff with the opportunity to educate the public about setbacks and future changes in use. This requirement is for Development Permits only (\$25 cost).
- 5. Addition of maximum Ancillary Buildings (sheds) (4.2.j)** – to ensure neat and orderly development and to restrict lot coverage
- 6. Removal of Development Permit exemption for temporary (up to 28 days) portable industrial accommodations (4.2)** – for further review and direction by Council. The 28 day exemption coincides with the Safety Codes Building Permit 28 day exemption.
- 7. Clarification to Compliance Certificates (4.4)** – to clarify
- 8. Clarification of Keeping of Livestock (7.3) (Applies to Rural Country Residential zoning districts)** – to clarify
- 9. Updated parking requirements (7.29)** – to clarify and simplify. Requirements for Disabled Persons parking could be added to this section.
- 10. All signs have been changed to discretionary uses (8.1)** – Signs may detract from the beauty of a natural area or create sight pollution and therefore, warrant review on a case by case basis
- 11. Changes to permitted and discretionary uses in all zoning districts (Section Nine)** – to reduce the wait time for Development Permit approval.

Discretionary use Development Permits are presented to the Municipal Planning Commission (MPC) for decision and may take 3 to 4 weeks to receive approval (including advertising time). Discretionary use Development Permits also tie up staff time in the preparation of RFD's and associated documents.

Permitted use permits are issued by Administration within 1 week from date accepted.

- 12. Allowance of a second residence on agricultural lands containing more than 80 acres** – was included in a previous Land Use Bylaw
- 13. Maximum two residential subdivisions in agricultural zoned lands (Section 9.1 C. (a) i))** – to simplify. Current Land Use Bylaw allows a maximum of two residential subdivisions subject to those two being one of either: a fragmented parcel, vacant parcel or developed yard site that has existed for 10 + years.
- 14. Three Direct Control zonings consolidated into one (9.2)** – only one Direct Control District needed
- 15. Addition of non-permanent Manufactured Homes and Dwelling – Apartments in Hamlet Commercial District 1 “HC1” (9.4)** – recommendation by Municipal Planning Commission
- 16. Addition of permitted uses in Hamlet Commercial District 2 “HC2” (9.5)** – as listed in number 2 and 11 above
- 17. Addition of Basement Suites to residential zoning districts (Section Nine)** – to provide additional housing options and to address a use that is not included in the current Land Use Bylaw.
- 18. Clarification of Ancillary Buildings and Garages. Addition of Garage – Detached and Garage Attached to various residential zoning districts. (Section Nine)** – to clarify. Current Land Use Bylaw includes all sheds and detached garages under a blanket definition of Ancillary Building.
- 19. Parcel sizes amended in Hamlet Country Residential Districts 1 and 2 (9.6 and 9.7)** – as suggested
- 20. Addition of permitted uses in Hamlet Industrial District 1 “HI1” (9.9)** - as listed in number 2 and 11 above
- 21. Consolidation of Hamlet Industrial Districts 2 and 3 “HI2 and HI3” (9.10)** – districts very similar. See number 3 above.
- 22. Consolidation of Hamlet Residential Districts 1 and 2 “HR1 and HR2” (9.11)** – districts very similar. See number 3 above.
- 23. Consolidation of Hamlet Residential Districts 3 and 4 “HR3 and HR4” (9.14)** - districts very similar. See number 3 above.

- 24. Addition of permitted uses in Highway Development (9.15) – as listed in number 2 and 11 above**
- 25. Mobile Home Park renamed to Manufactured Home Community “MHC”.
Amendment to storage area size (9.17) – to improve district name and to correct storage area size.**
- 26. Addition of permitted uses to Public/Institutional District “HP” (9.20) – as listed in number 2 and 11 above**
- 27. Addition of permitted uses in Recreation District “REC” (9.21) – as listed in number 2 and 11 above**
- 28. Consolidation of Rural Country Residential Districts 3 and 4 “RC3 and RC4” (9.25) - districts very similar. See number 3 above.**
- 29. Urban Reserve “UR” renamed to Urban Fringe “UF” (9.27) – to have district name reflect district purpose**

BYLAW NO. 791-10

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

WHEREAS: Section 639 of the *Municipal Government Act*, R.S.A. 2000, C. M-26, as amended, states that every municipality must pass a land use bylaw; and

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

A public hearing shall be held on _____ at _____ a.m./p.m. at the Fort Vermilion Council Chambers, Fort Vermilion, Alberta.

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

1. This Bylaw may be cited as the Mackenzie County Land Use Bylaw.
2. The document entitled "Mackenzie County Land Use Bylaw", attached to and forming part of this bylaw as Schedule "A", is adopted as the Mackenzie County Land Use Bylaw.
3. This bylaw shall come into force and take effect upon the date of third reading by Mackenzie County Council.
4. The adoption of this bylaw rescinds any previous Land Use Bylaw (s) and any amendments thereto.

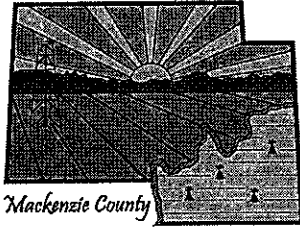
READ a first time this ___ day of _____, 2010.

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

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

Bill Neufeld
Reeve

William Kostiw
Chief Administrative Officer



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 14, 2010
Presented By:	Marion Krahn, Supervisor of Planning and Development
Title:	Policy DEV02 – Subdivision Refund Policy

BACKGROUND / PROPOSAL:

Subdivision applications are occasionally withdrawn by the applicant or agent after the subdivision process has commenced. These withdrawals typically include a refund request of the subdivision application fee. Since January 31, 2007, these refunds have been addressed using Subdivision Refund Policy MPC01 (attached) however, recent research by Administration revealed that this policy was not adopted by Council and therefore is not valid. The matter was presented to the Municipal Planning Commission (MPC) at the August 3, 2010 meeting where the following motion was made:

That the Subdivision Refund Policy be tabled for legal counsel input.

Legal counsel input has been received and the draft policy amended to reflect the same. The draft policy is being presented to the December 9, 2010 MPC meeting and a verbal update of their recommendation/comments will be provided at the Council meeting.

OPTIONS & BENEFITS:

The proposed subdivision refund policy will provide clear direction to Administration when receiving subdivision cancellation or withdrawal requests. In addition, this policy will provide applicants with a clear understanding of what refund, if any, they would receive if they choose to cancel or withdraw their subdivision application.

The proposed refund percentages are intended to reflect the amount of staff time spent at each stage of the subdivision process.

Author: M. Krahn **Review by:** _____ **CAO**

Two subdivision cancellation requests are currently on hold until the subdivision refund policy matter has been resolved.

COSTS & SOURCE OF FUNDING:

N/A.

RECOMMENDED ACTION:

That the Subdivision Refund Policy DEV02, be adopted as presented.

Author: M. Krahn Review by: _____ CAO _____

Mackenzie County

Title	Subdivision Refund	Policy No:	MPC04DEV02
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Purpose

Establish guidelines for granting refunds for cancelled or withdrawn subdivision applications.

Policy Statement

Mackenzie County sometimes receives requests from developers to refund application fees. This policy will ensure consistency in addressing refund requests.

General Provisions

For the purpose of this policy, Mackenzie County Administration means "Mackenzie County administrative staff".

All subdivision refund requests shall be provided to Mackenzie County Administration in writing using the prescribed form. A subdivision refund request is deemed received when a written and signed request is received by Mackenzie County Administration.

Guidelines

1. Subdivision refunds, by Mackenzie County Administration, will be granted in the following amounts if the subdivision application is withdrawn or cancelled at the following stages:
 - a) 75% - prior to subdivision decision of the fee, if the refund request is made before the Municipal Planning Commission issues a written decision or if the request is made within 14 days after the date by which the Municipal Planning Commission is required to render a subdivision decision pursuant to the Subdivision and Development Regulation, A.R. 43/2002, whichever occurs first.
 - a) Notwithstanding, if an agreement is made pursuant to section 681 of the Municipal Government Act, R.S.A. 2000, c. M-26, to extend the time for the Municipal Planning Commission to render a decision on the subdivision application, then the 75% refund of the fee, if the refund request is made before the Municipal Planning Commission issues a written decision or if the request is made within 14 days after the extended date by which the Municipal Planning Commission is required to render a subdivision decision, whichever occurs first.
 - b) 50%—after the subdivision decision is mailed but before the Development Agreement is prepared. If the entering into a Development Agreement with the County constitutes a condition of subdivision approval, then 50% of the fee if the refund request is made after the Municipal Planning Commission has issued a

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subdivision application decision, but before a Development Agreement has been prepared, the latter of which will occur when the terms of the Development Agreement have been finalized, and the Development Agreement is ready for execution.

c) 25%—after Development Agreement has been prepared but before the Development Agreement is signed. If the entering into a Development Agreement with the County constitutes a condition of subdivision approval, then 25% of the fee if the refund request is made after the Development Agreement has been prepared, but before the Development Agreement has been executed by the parties.

d) If the entering into a Development Agreement with the County does not constitute a condition of subdivision approval, then 50% of the fee if the refund request is made after the Municipal Planning Commission has issued a subdivision application decision, but before the plan of subdivision or other instrument that effects the subdivision has been submitted to the Municipal Planning Commission.

e) If the entering into a Development Agreement with the County does not constitute a condition of subdivision approval, then 25% of the fee if the refund request is made after the plan of subdivision or other instrument that effects subdivision has been submitted to the Municipal Planning Commission, but before the Municipal Planning Commission has endorsed the plan of subdivision or other instrument that effects subdivision pursuant to section 657 of the *Municipal Government Act, R.S.A. 2000, c. M-26.*

e)f) Subject to section 2, no refund will be given at any time after the Development Agreement has been executed, or the plan of subdivision or other instrument that effects subdivision has been endorsed by the Municipal Planning Commission, whichever occurs first.

2. No refund will be given at any time after the Development Agreement has been signed by the developer and the County unless the subdivision cannot continue due to policies and requirements implemented by other government agencies including, but not limited to, Alberta Transportation, Alberta Environment, etc. No refund will be given at any time after the Development Agreement has been executed, or the plan of subdivision or other instrument that effects subdivision has been endorsed by the Municipal Planning Commission, whichever occurs first, unless the subdivision cannot continue due to policies and requirements implemented by other government agencies and in which case the refund shall be 25% of the fee.

3. If the subdivision must be abandoned due to reasons beyond the control of either the applicant or Mackenzie County, each request shall be presented to the Municipal Planning Commission for consideration on a “case by case” basis.

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3. Only the original applicant or agent may withdraw or cancel a subdivision application. In the situation where the applicant and/or agent are not the registered landowner, the signature of the registered landowner is required to be included on the withdrawal/cancellation request.
4. Only the original applicant or agent may seek to be granted a subdivision refund. If at any time during the subdivision process, the original applicant or agent withdraws the subdivision application, the application shall subsequently be considered cancelled regardless of any land sale that may have occurred.

	Date	Resolution Number
Approved		

draft

Mackenzie County

Title	Subdivision Refund	Policy No:	MPC01
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Purpose

Establish guidelines for granting refunds for cancelled or withdrawn subdivision applications.

Policy Statement

Mackenzie County sometimes receives requests from developers to refund application fees. This policy will ensure consistency in addressing refund requests.

General Provisions

All subdivision refund requests shall be provided to Mackenzie County Administration in writing.

Guidelines

1. Subdivision refunds, by Mackenzie County Administration, will be granted in the following amounts if the subdivision application is withdrawn or cancelled at the following stages:
 - a) 75% - prior to subdivision decision
 - b) 50% - after the subdivision decision is mailed but before the Development Agreement is prepared
 - c) 25% - after Development Agreement has been prepared but before the Development Agreement is signed.
2. No refund will be given at any time after the Development Agreement has been signed by the developer and the County **unless** the subdivision cannot continue due to policies and requirements implemented by other government agencies including, but not limited to, Alberta Transportation, Alberta Environment, etc.
3. If the subdivision must be abandoned due to reasons beyond the control of either the applicant or Mackenzie County, each request shall be presented to the **Municipal Planning Commission** for consideration on a "case by case" basis.
4. Only the original applicant or agent may withdraw or cancel a subdivision application. In the situation where the applicant and/or agent are not the registered landowner, the signature of the registered landowner is required to be included on the withdrawal/cancellation request.

5. Only the original applicant or agent may seek to be granted a subdivision refund. If at any time during the subdivision process, the original applicant or agent withdraws the subdivision application, the application shall subsequently be considered cancelled regardless of any land sale that may have occurred.

	Date	Resolution Number
Approved		

draft

SUBDIVISION CANCELLATION REQUEST

 NAME OF REGISTERED LANDOWNER

 ADDRESS

 PHONE NUMBER (S)

 NAME OF AGENT

 ADDRESS

 PHONE NUMBER (S)

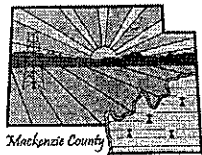
SUBDIVISION FILE NUMBER: _____-SUB-_____

LEGAL LAND DESCRIPTION: _____

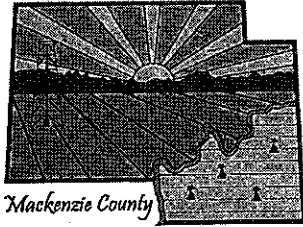
REASON FOR WITHDRAWAL/CANCELLATION OF SUBDIVISION: _____

Fort Vermilion Office
 4511-46 Avenue
 Box 640
 Fort Vermilion AB T0H 1N0
 Phone: 780-927-3718
 Fax: 780-927-4266

La Crete Office
 9205-100 Street
 Box 1690
 La Crete AB T0H 2H0
 Phone: 780-928-3983
 Fax: 780-928-3636



_____ SIGNATURE OF APPLICANT	_____ DATE
_____ SIGNATURE OF LANDOWNER (CURRENT)	_____ DATE
_____ SIGNATURE OF LANDOWNER (PREVIOUS)	_____ DATE



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 14, 2010
Presented By:	Marion Krahn, Supervisor of Planning and Development
Title:	Safety Codes Service Contract Review & Comparison

BACKGROUND / PROPOSAL:

At the November 24, 2010 Council meeting, Administration was directed to review the received Safety Codes Service Proposals and present their findings at the December 14, 2010 Council meeting at which time the contract may be awarded.

Motion 10-11-1058 That administration be directed to review the Safety Codes Service Proposals and present their findings at the December 14, 2010 Council meeting at which time the contract may be awarded.

The attached chart shows highlights from all three proposals. (Schedule "A")

Also attached are the Executive Summaries from each agency giving a brief overview of who they are and what they will provide to the County.

OPTIONS & BENEFITS:

The following chart provides a quick list of pros and cons for all three agencies.

OPTION 1 – Alberta Permit Pro - Pros	OPTION 1 – Alberta Permit Pro - Cons
3 SCO's available to serve the County 3 days a week.	Unknown company
All SCO's have their building disciplines as well as their primary disciplines. Therefore, with the ability of their GIS database, inspection tracking and tablet computers any inspector can complete a building inspection as required.	Proposed increased fees schedule by 10%

Author: L. Lambert **Review by:** M. Krahn **CAO**

COSTS & SOURCE OF FUNDING:

N/A.

RECOMMENDED ACTION:

MOTION 1

That Mackenzie County award Alberta Permit Pro a three year Safety Codes Service contract upon an approved fee schedule.

MOTION 2 (10% increase of existing Safety Codes Fee Schedule Bylaw 497/05)

That Bylaw ___-10, being a Safety Codes Fee Schedule Bylaw to replace Bylaw 497/05, be approved as presented.

Author: L. Lambert **Review by:** M. Krahn **CAO** _____

ALBERTA PERMIT PRO

BUILDING • ELECTRICAL • FIRE • PLUMBING • GAS
INSPECTIONS & INVESTIGATIONS
www.albertapermitpro.com

2010 FACTS SHEET

Presented to:



Alberta Permit Pro would like to thank Mackenzie County for the opportunity to provide you with our proposal. This "**Facts Sheet**" is supplementary information, and all points below are expanded within the full proposal document. I know that other agency's are submitting proposals, but I feel it would be huge mistake for Mackenzie to go in any direction other than Alberta Permit Pro and this **Facts Sheet** explains why.

If the County was to go with another agency the staff, contractors and rate payers will be provided with a lesser service than what Alberta Permit Pro can provide. We are able to provide you with a number of value added services that no other agencies can offer.

Alberta Permit Pro's Competitive Advantage

1. PRICING

- a. Free permit and inspection services while we are under Credit Protection
 - i. County will keep 100% of all fees during protection
- b. Agree with the 70% - 30% split for the remaining time in the contract

2. INSPECTION TRACKER

- a. Real Time inspection reports to municipality and contractors
- b. Electronic, emailed copies of inspection reports
- c. GPS coordinates captured at every inspection site = COMPLETE PROTECTION OF RATEPAYERS
- d. GIS on tablet enables most efficient inspections and service of ratepayers
- e. Code books available on tablet for contractors and homeowners to refer to
- f. Pictures taken of every deficiency and attached and emailed with inspection report

3. PERMIT TRACKER - still benefit from it even if another database is used

- a. Automated notifications and follow up - no human error or human labour
- b. Dynamic On-Demand reports available

4. MOST KNOWLEDGEABLE INSPECTION TEAM

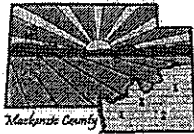
- a. 3 primary SCO's available to service the County
- b. 2 additional BSCO's completing plan reviews (Past President of ABOA doing plan reviews)
- c. SCO's all have building designation so whichever SCO is in the County they can provide inspection in their main discipline as well as building inspections if necessary

What Our Competitor's Service Offering is to the County

1. Site inspections are completed by handwrites and have to be mailed or dropped off at the County office
2. All information still requires data entry to become useable for the municipality and thus will never be fully up to date in real time
3. No Internet distribution of inspection reports to applicants and County
4. No automated follow up so no guarantee QMP time frames can be followed 100%
5. No on-line automated reports are available. Have to request information and then wait for that information to be put together and sent
6. No GPS tracking and security
7. No pictures of all deficiencies

As you can see from above, Alberta Permit Pro's service offering is far greater than what the competition can offer to you and your ratepayers.

**Value Added Services + Higher Quality Service + Equal Price Structure =
ALBERTA PERMIT PRO AS THE BEST CHOICE FOR MACKENZIE
AND ITS RATEPAYERS**



EXECUTIVE SUMMARY

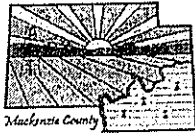
The Facts Sheet, attached with the introduction letter, went through in bullet form a number of distinct advantages that provide Alberta Permit Pro with a competitive advantage above all other agencies. When broken down for comparison, most agencies all provide the same service and do the same job, but what is stressed in the Facts Sheet and in the information below, is what Alberta Permit Pro does over and above the normal levels of service that all other agency's provide. Also, now that Mr. Matthew Korobanik has taken over management of Alberta Permit Pro, we are looking to take the company in new directions and use our technology to provide a service unmatched by any other agency. In order to prove this, in addition to using the pricing set out in the RFP package, we will be providing a donation back to the County to be used for your non-profit grant program or to set up an educational scholarship that we would fund in the amount of \$2,500 / year.

Our team of SCOs who will service the area is very knowledgeable by education and experience. Our technology and our ability to use that technology and develop systems directly for Mackenzie is another advantage. Lastly our values and desire to become a part of the community lays the groundwork for how we conduct business on a day to day basis. As part of becoming part of the Mackenzie community we would have a yearly donation to Mackenzie County as described above.

Alberta Permit Pro offers three noticeable advantages as your inspections and permitting service provider: our personnel, our technology and our corporate values.

1. Our Personnel

We will provide a primary inspection team of 3 accredited safety codes officers (plus one additional plans reviewer) that will service the County. All of the SCO's have their building designation as well so there will be a building SCO in the County three days a week (one day for each SCO). Our Chief SCOs, each a respected expert in their discipline, provide the leadership for our team and ensure that we stay on the cutting edge of new industry technologies and processes. They provide quality assurance, resource planning, and technical support to residents, contractors, municipalities and our own staff. Mr. Rob Renschler is our Chief P&G SCO and he will be one of the SCO's servicing the County. He will provide an on-site presence at the County Office on a bi-weekly basis if any face to face meetings are necessary. Also providing plan review and technical support for the Mackenzie County is the President of the Alberta Building Officials Association, Mr. Bob Clarke. Being president of the ABOA means that he is at the very forefront of all decisions being made in the building discipline. He is one of the most experienced and knowledgeable building inspectors in the Province. Mr. Clarke will provide the County and already provides our other building SCOs with the absolute best knowledge available. The County can be confident and comfortable that all



information given out to ratepayers is correct and coming from a person more knowledgeable than anyone else in the province when it comes to current building codes and incoming processes and codes.

In Mackenzie, the primary SCOs, Rob Renschler, Neil Seidner and Peter Geurts have a proven track record of professionalism and sterling service delivery. All of them are also very experienced in their field both as a tradesman and as inspectors. Mr Renschler will be the primary P&G SCO and he also has his building level 2 designation, Neil is the primary electrical SCO and he also has his building level 1 designation, and Mr. Geurts who will be the primary building SCO is a fully designated Level 3 building inspector. Our service delivery provides each SCO to Mackenzie a minimum of one day each week. Our SCOs are specialists in compliance monitoring and fully trained in the standards of the Uniform Quality Management Plan. We take special pride that Alberta Permit Pro served as consultant to the Safety Codes Council in developing the QMP).

As described above, Alberta Permit Pro is able to offer a very qualified inspection team. We also equip our SCOs with the most up-to-date tools (see 2. Our Technology below) which enables them to be more efficient than SCOs from any other agencies. By having a tablet on-site, and a GIS map on the tablet, they are able to be more efficient in the field. SCOs in the County most often plus each SCO being more efficient, means the County and your ratepayers will receive the best possible service.

Our corporate strategy is to hire accredited experts, continually enhance their expertise through a dedicated annual training budget and support them with sound infrastructure and technology so they can focus on excellence in their job performance.

2. Our Technology

When talking about the advantages that our technology provides to Mackenzie and to your ratepayers, it has to be stressed that the advantages gained through Permit Tracker and Inspection Tracker are still available even if Mackenzie chooses to use a different database for your day to day business. We will certainly support whatever database Mackenzie chooses, but all information will also be entered into our database as well, which then provides all the benefits talked about throughout this proposal to Mackenzie and your ratepayers. Alberta Permit Pro still **provides the automation, real time information transfer, GPS capture, GIS mapping, QMP compliance rule sets, automated notifications, automated follow up, digital pictures of deficiencies attached to inspection reports, etc.** which is over and above what any other agency using any other database can offer; due to the tablet and Inspection Tracker system in conjunction with Permit Tracker.

Not long after Alberta Permit Pro came under new ownership in 2004, we began a technology upgrade, from the standard MS Access database used for permit tracking in Alberta to a custom, proprietary database built on an SQL server. We moved to the SQL



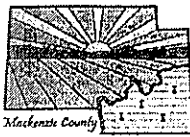
server because MS Access is a small business solution, good for smaller databases but without the data capacity, network functionality and scalability of an enterprise solution such as SQL. SQL was designed for high volume, multi-user network applications and more importantly, enabled us to develop our customized, proprietary software for permitting and inspections, Permit Tracker and Inspection Tracker (for more details, see Appendix A).

Our SQL-driven system integrates easily and comprehensively with any municipal GIS database, enabling complete access to our permitting files and financial records for our municipal clients. Because of its scalability, SQL also allows us to grow with Mackenzie as you expand; to integrate with whatever database you might move to in the future. A process that we already use in other municipalities that can be used in Mackenzie is that you download copies of our internal database on a daily or weekly basis. All information is entered into our database in an "intelligent" form that enables easy sharing of the data. This way, all permit and inspection information can be viewed directly on Mackenzie's internal GIS map. Alberta Permit Pro can partner with any GIS company that you may use where we will provide them with all permit and inspection information in the correct format so that it is integrated into the GIS database; therefore, all permit and inspection information can be viewed on the County's GIS map. The County can also download all permit information into any other internal database which you may use to house other property information and can also download all information as .pdf files for printing or storage. We recently completed our first two, (of many more to come), completely electronic AMA audits. These were both municipalities in North western Alberta and both audits went very smoothly, without having to print out or locate any boxes of paper files. By doing in completely electronically, the audits are conducted off a computer that has all permits sorted by permit number and all parts of the permit file available to be viewed as a .pdf.

Alberta Permit Pro's SQL server makes it a Western Canadian leader in the safety codes industry with the ability to connect with almost any municipal database and grow with municipal clients as they enhance their own information technology capacity.

Our two proprietary software packages (Permit Tracker and Inspection Tracker), together with their supporting hardware – the electronic tablets our SCOs use for all inspections – provide Alberta Permit Pro staff, municipal clients and customers with unparalleled power to deliver and access immediate real-time electronic reports and track all aspects of the permitting and inspection process.

From the development permit at outset to the occupancy certificate at completion, the program allows Mackenzie in conjunction with Alberta Permit Pro to issue development permits, send out notifications, schedule inspections, verify inspections and issue reports, all in real time without the need for paper files and the potential for lag time and mistakes that go with them. By making the system real time and automatic, we can guarantee that



all files get the proper service and that all stakeholders get alerted of the work done on each file immediately after it happens.

Alberta Permit Pro's electronic tracking and monitoring systems also addresses growing industry concerns about **disconcerting practices like "fabricated," drive-by and phone-in inspections.** Sadly, some agencies have been known to close permits without actually visiting a site or conducting thorough, diligent inspections. These practices leave ratepayers unprotected from the consequences of shoddy work and municipalities vulnerable to litigation. By using Inspection Tracker to perform all on-site inspections, we are the **ONLY AGENCY which can 100% guarantee, through GPS capture, that all inspections are completed on-site.**

This GPS capture was the single most revolutionary invention in the industry (until our camera module was launched), as it is something which finally provides complete protection of all ratepayers; which is what the Safety Codes Act is all about. Our use of GPS receivers in connection with our Inspection Tracker software and electronic tablets means that when an APP SCO completes an inspection, the GPS automatically captures the site coordinates for that inspection. This provides failsafe proof that our inspector was on-site and completed the inspection. Our technology enables us to do our work thoroughly and then prove that we've done it. It delivers built-in protection for ratepayers and assures confidence for municipalities. It's the foundation for our commitment to transparency and accountability. By recording a GPS location at every inspection location, we can 100% guarantee that all inspections are completed on-site and thus guarantee that we do not do phone in or drive by inspections as other agencies have been noted to do.

In addition to GPS capture, we recently launched a new on-site deficiency picture module. At each inspection, the SCO takes a photo of any deficiencies that are recorded on the inspection report. These photos are automatically uploaded with the inspection report and attached to the electronic file. The photos can be viewed any time online and are also provided whenever a file submittal is downloaded or printed. Again, we are the **ONLY AGENCY with the ability to take and tie photos to each inspection because of our use of on-site inspection tablets and continuous advancements in our use of technology.**

To enhance this powerful, flexible system, Alberta Permit Pro has now added LINC (land identification numeric code) numbers to our database. These unique land location ID numbers, assigned by Alberta Lands and Titles to every specific plot of land in the province, are attached to every file in our database. This ensures 100% accuracy in identifying any project location in Alberta. This also ensures that any data exported from our system to a municipality GIS or Access system is the right data.

With the County's QMP built right into the tablet we are also able to **100% guarantee full compliance with the QMP.** The tablet is able to tell how many inspections have



taken place and how many are necessary for the County; no SCO can close a file on the tablet before all necessary inspections have taken place. There are also rule sets to ensure that a re-inspection or VOC is received for every noted deficiency. Again, these are both services that are key to the County for audits, but that cannot be guaranteed by any other agency, due to their lack of use of technology.

3. Our Values

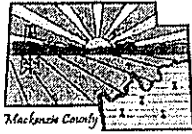
Evaluation

At Alberta Permit Pro we are committed to excellence and believe in continuous improvement towards that goal. We know that evaluation is crucial to improvement, so that is why we ask our customers to evaluate our performance through our Customer Service Surveys. This year, we improved our customer feedback process by offering permit applicants three opportunities to evaluate us, once when they receive their initial issued permit, once when they receive their site inspection report and then again when the file is closed. Surveys are provided online and are automatically sent via email to customers by Permit Tracker. These surveys can be reported on and submitted to Mackenzie as part of a continual evaluation of the service that Alberta Permit Pro is providing to Mackenzie and its ratepayers (see survey examples in Appendix C).

We are so confident of the service which we will provide to Mackenzie, we propose to build the results of the surveys right into the service contract.

Transparency

We're also committed to transparency in all our operations. We've already achieved a high degree of transparency through the access we provide our municipal clients to our database and financial records. We will report daily to the Mackenzie office, via email, on all permitting activity and do a weekly self-audit on our permitting processes. We will send that audit report to Mackenzie each week to a specified email address that will receive all issued permits as soon as they happen, all site inspections as soon as they are complete, all notification letters as soon as they are sent out, in addition to the weekly audit reports that get emailed automatically each week. We also monitor and report on turnaround between time of application and time of permit issuance (which we guarantee to be one week) and on turnaround between the time of a request for inspection and the time the inspection is completed to ensure it fits within the QMP timeframe allowance (see Appendix C for a sample of these customized APP reports). We are the only agency to provide this level of transparency and welcome any other reports or ideas that the Mackenzie may have in order to further extend this level of transparency. These reports should also be submitted to the Mackenzie as part of the evaluation of Alberta Permit Pro.



Community Investment

We believe that to serve a community with excellence, we need to be invested in that community. As a rule we invest 1% of our revenue back into the communities which we service. We support local charities and municipal events and where possible, we do business with local vendors. One project that we would like to become involved with in the County would be to pledge our support to the Mackenzie County Grant application project for non-profit organizations. We would donate \$2,500 each calendar year to be used for this grant project, or we would set up, in partnership with the County, an educational scholarship that would be used for students attending a post secondary school in Alberta. This amount could be divided into a few scholarships, and we would fund the program and the County could help run and administer the scholarships.



the **inspectionsgroup** inc.

The Inspections Group Inc. (hereafter called the "Agency") throughout the entire document.

The Mackenzie County (hereafter called the "County") throughout the entire document.

3.1 LETTER OF TRANSMITTAL (Attached)

3.2 EXECUTIVE SUMMARY

The Agency became incorporated in April of 2001. We provide permit issuance and compliance-monitoring services in the building, electrical, gas, plumbing, private sewage, and fire disciplines throughout the Province of Alberta. We also provide certification of electrical, gas and plumbing equipment, fire and electrical accident investigations, and related services. Our business is to provide Safety Code Permit and Inspection Services to Municipalities, Corporations, Contractors, and Homeowners throughout the Province of Alberta. We strive to provide our customers with expertise and guidance at an unmatched level of excellence.

The Agency is pleased to submit our proposal to provide Safety Codes Services under the Safety Codes Act for the County in the Building, Electrical, Gas, Plumbing, and Private Sewage disciplines and additional pre-authorized inspection services as required.

Safety Code Services

The Agency will perform its duties in strict conformance with the County Quality Management Plans, Safety Codes Act, and all other applicable codes, standards and regulations. We will work with the staff of the County and their clients to provide services in an efficient and timely manner, so as not to impose undue time delays on all projects.

The Agency will conduct inspections weekly/bi-weekly (as required).

The Agency strives for consistency and uniformity in code compliance, thereby providing an equal playing field for all parties involved. All inspections received by the Agency will meet and/or exceed the Quality Management Plan requirements.

The **Agency** will assist in audits/reviews conducted by Alberta Municipal Affairs/Safety Codes Council, conduct regular meetings with the **County** and seek diligence in pursuing compliance and closing of permits to minimize the risk to the **County**.

Staffing

The **Agency** personnel have proven ability and experience in compliance monitoring. Our team of 45 professional full-time Safety Codes Officers and 15 administrative support staff and management is proficient in compliance monitoring and code interpretation, the result of a precise and comprehensive training program.

Quality Management Plan (County) (see Appendix 'C')

Please find attached the **County's** Quality Management Plan.

Training Program

We believe that it takes 3 to 5 years to successfully train a Safety Codes Officer. Upon completion of this training, the inspector is familiar with the various types of installations and in assisting contractors in a skilled and proficient manner.

The **Agency** has Safety Codes Officers that are experienced, proficient, and knowledgeable in code compliance monitoring, code interpretations, consultation, and on-site inspections. These skills culminate to improve the quality of an installation, reducing time and costs to the customer and the **County**.

Quality Control

The **Agency** believes in offering quality service for each and every customer. We offer a "Safety Service System" to the **County** where deficiencies are noted and not overlooked. We believe that it is imperative to achieve safety for the citizens of the **County** and minimize the risk to the **County** and the **Agency** as well.

Our Quality Control program provides the customer with quality service and ongoing internal and external audits to monitor the **Agency's** performance. The review process also provides for regular monitoring of inspection reports and files by the **Agency's** Management. Our Management team also conducts random site inspections of projects inspected by our Safety Codes Officers to ensure quality service.

Cost Control/Invoicing

The **Agency** is committed to providing timely and accurate invoices. The **County** will collect all applicable permit fees including Safety Code Council fees and remit accordingly. At the end of each month the **Agency** will provide the **County** with a detailed monthly invoice, setting out all the closed permits and/or services provided by the **Agency** during the month.

The **Agency** uses a computer based invoicing, tracking, and accounting system to monitor and invoice all customers doing business with us.

Documentation

Enclosed in this proposal, please find all documentation required including copies of our Certificates of Accreditation, a brief resume of our Management and Safety Codes Officers, and liability coverage, and other pertinent information.

3.2 Executive Summary

Proposal Highlights

- Superior Safety Codes Inc.'s proposed service meets or exceeds the minimum performance criteria established in Mackenzie County's Quality Management Plan.
- Superior Safety Codes Inc. recognizes the importance of continued employee success and has implemented a 'Founding Employee Plan' which has created a highly committed organization; ensuring key individuals voluntarily remain with our firm.
- Superior Safety Codes Inc. will provide a dedicated Contract Administrator to Mackenzie County who will meet with your administration regularly to provide contractual support.
- Superior Safety Codes Inc. will provide a team of knowledgeable upper level Safety Codes Officers and experienced administrators to service Mackenzie County.
- Superior Safety Codes Inc. has adopted an 'Invoice on Closure' procedure giving Mackenzie County full management of the permit fees until compliance monitoring has been completed.
- Superior Safety Codes Inc. offers a web accessible database which is updated daily. Mackenzie County will have access to log on and quickly view all permit information and inspection status. As well, Mackenzie County can easily retrieve useful reports, such as Statistics Canada and monthly reconciliations; a live demonstration of our web based permit information system can be arranged at your convenience.
- Superior Safety Codes Inc. will provide Code Seminars for contractors as each new code cycle is adopted; as well code update courses will be available. Our commitment to keeping industry informed is apparent in our present program of free distribution of our Standata Binders. These binders are full of important information relative to the intent and interpretations of the Alberta Building Code, the Canadian Electrical Code, the National Plumbing Code, the B149 National Gas and Propane Installation Code.

BYLAW NO. 497/05

**BEING A BYLAW OF THE
MUNICIPAL DISTRICT OF MACKENZIE NO. 23
IN THE PROVINCE OF ALBERTA**

**TO ESTABLISH FEES FOR BUILDING, ELECTRICAL, PLUMBING AND GAS
PERMITS**

WHEREAS, the Municipal District of Mackenzie No. 23 in an accredited municipality under the Safety Codes Act, being Chapter S-0.5 of the Statutes of Alberta, 1991; and

WHEREAS, the Safety Codes Act, being chapter S-0.5 of the Statutes of Alberta, 1991, and the Municipal Government Act, being chapter M-26 of the Revised Statutes of Alberta 2000 and amendments thereto, an accredited municipality may make by-laws respecting fees for anything issued, or any material, or service provided pursuant to the Act.

NOW THEREFORE, the Council of the Municipal District of Mackenzie No. 23 in the Province of Alberta, duly assembled, hereby enacts as follows:

1. That the attached Fee Schedule be adopted.
2. This bylaw shall repeal Bylaw 313/02 and Bylaw 492/05.

First Reading given on the 13th day of September 2005.

"B. Neufeld" (signature on file)
Bill Neufeld, Reeve

"K. McNeil" (signature on file)
Kristin McNeil, Acting Executive Assistant

Second Reading given on the 13th day of September 2005.

"B. Neufeld" (signature on file)
Bill Neufeld, Reeve

"K. McNeil" (signature on file)
Kristin McNeil, Acting Executive Assistant

Third Reading and Assent given on the 13th day of September 2005.

"B. Neufeld" (signature on file)
Bill Neufeld, Reeve

"K. McNeil" (signature on file)
Kristin McNeil, Acting Executive Assistant

Bylaw 497/05

Schedule A

BUILDING PERMIT FEE SCHEDULE

Residential

Construction		
	Homeowner	Contractor
Main Floor (basement included)	\$00.65 per square foot	\$00.55 per square foot
Additional Storeys	\$00.40 per square foot	\$00.30 per square foot
Garages (attached / detached)	\$00.40 per square foot	\$00.30 per square foot
Additions	\$00.50 per square foot	\$00.40 per square foot
Placement of House on Basement	\$00.60 per square foot	\$00.50 per square foot
Placement of Mobile Home / Modular on Basement	\$00.50 per square foot	\$00.40 per square foot
Major Renovations (Any structural changes)	\$00.50 per square foot	\$00.40 per square foot
Notes: Homeowner could be one or more of the following: * Must be property owner. * Must own & reside in the building.		

Placement of House / Modular / Mobile Home / Garage / Addition only	\$150.00 each
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Fireplaces / Wood burning appliances	\$125.00
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Sheds (Over 200 square feet)	\$125.00
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Decks (plus 2 feet above ground)	\$125.00
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Notes:

- Add Safety Codes Council Fee for each permit issued.
 Safety Codes Fee calculated at 3.5 percent of the permit cost.
 Minimum - \$4.00 Maximum - \$500.00

Minimum Permit Fee - \$150.00 (Construction only)

**Bylaw 497/05
Schedule A**

Commercial / Industrial / Institutional

Current Fee
\$6.00 per \$1,000 of project value
Minimum - \$150.00

Notes:

1. Project value is based on the actual cost of material and labour.
Verification of costs may be requested prior to permit issuance.
2. Add Safety Codes Council Fee for each permit issued.
Safety Codes Fee calculated at 3.5 percent of the permit cost.
Minimum - \$4.00 Maximum - \$500.00

Minimum Construction Value Factors	
Offices, Restaurants, Service Stations, Strip Malls, Warehouses, Shops	
Construction	Fee
Concrete Construction	\$70.00 per square foot
Masonry Construction	\$85.00 per square foot
Masonry and Wood or Steel Construction	\$55.00 per square foot
Steel Construction	\$45.00 per square foot
Wood Construction	\$60.00 per square foot
Churches, Hotels, Schools	
Concrete Construction	\$65.00 per square foot
Masonry and Wood or Steel Construction	\$55.00 per square foot
Wood Construction	\$50.00 per square foot
Hospitals	
Concrete Construction	\$85.00 per square foot
Masonry and Wood or Steel Construction	\$75.00 per square foot
Wood Construction	\$70.00 per square foot
Apartments	
Concrete Construction	\$85.00 per square foot
Masonry and Wood or Steel Construction	\$75.00 per square foot

**Bylaw 497/05
Schedule A**

**BUILDING PERMIT FEE SCHEDULE
FOR CAMPS**

Camp Size	Permit Fee
1 to 50 person capacity	\$500.00
51 to 100 person capacity	\$750.00
101 to 200 person capacity	\$1,250.00
201 to 250 person capacity	\$2,000.00
251 to 300 person capacity	\$3,000.00

Notes:

1. Add Safety Codes Council Fee for each permit issued.

Safety Codes Fee calculated at 3.5 percent of the permit cost.

Minimum - \$4.00 Maximum - \$500.00

Schedule A

ELECTRICAL PERMIT FEE SCHEDULE

FOR NEW RESIDENTIAL INSTALLATIONS			
Square Footage	Homeowner Fee	Square Footage	Contractor Fee
Up to 1200 square feet	\$173.00	Up to 1200 square feet	\$144.00
1201 to 1500 square feet	\$207.00	1201 to 1500 square feet	\$173.00
1501 to 2000 square feet	\$260.00	1501 to 2000 square feet	\$217.00
2001 to 2500 square feet	\$285.00	2001 to 2500 square feet	\$238.00
Over 2500 square feet	\$311.00	Over 2500 square feet	\$259.00

Mobile Home / Modular Home Connection Only	
Homeowner Fee	Contractor Fee
\$75.00	\$50.00

Notes:

1. Add Safety Codes Council Fee for each permit issued.
Safety Codes Fee calculated at 3.5 percent of the permit cost.
Minimum - \$4.00 Maximum - \$500.00

Bylaw 497/05

Schedule A

ELECTRICAL PERMIT FEE SCHEDULE

FOR OTHER THAN NEW RESIDENTIAL INSTALLATIONS

Installation Cost	Home-owner Fee	Installation Cost	Contractor Fee
0 - 300	\$62.00	0 - 300	\$52.00
300.01 - 500	\$69.00	300.01 - 500	\$58.00
500.01 - 1,000	\$83.00	500.01 - 1,000	\$69.00
1,000.01 - 1,500	\$96.00	1,000.01 - 1,500	\$80.00
1,500.01 - 2,000	\$113.00	1,500.01 - 2,000	\$94.00
2,000.01 - 2,500	\$122.00	2,000.01 - 2,500	\$102.00
2,500.01 - 3,000	\$131.00	2,500.01 - 3,000	\$109.00
3,000.01 - 3,500	\$147.00	3,000.01 - 3,500	\$123.00
3,500.01 - 4,000	\$156.00	3,500.01 - 4,000	\$130.00
4,000.01 - 4,500	\$173.00	4,000.01 - 4,500	\$144.00
4,500.01 - 5,000	\$177.00	4,500.01 - 5,000	\$148.00
5,000.01 - 5,500	\$191.00	5,000.01 - 5,500	\$159.00
5,500.01 - 6,000	\$200.00	5,500.01 - 6,000	\$167.00
6,000.01 - 6,500	\$207.00	6,000.01 - 6,500	\$173.00
6,500.01 - 7,000	\$216.00	6,500.01 - 7,000	\$180.00
7,000.01 - 7,500	\$225.00	7,000.01 - 7,500	\$188.00
7,500.01 - 8,000	\$234.00	7,500.01 - 8,000	\$195.00
8,000.01 - 8,500	\$242.00	8,000.01 - 8,500	\$202.00
8,500.01 - 9,000	\$251.00	8,500.01 - 9,000	\$209.00
9,000.01 - 9,500	\$260.00	9,000.01 - 9,500	\$217.00
9,500.01 - 10,000	\$269.00	9,500.01 - 10,000	\$224.00
10,000.01 - 11,000	\$276.00	10,000.01 - 11,000	\$230.00
11,000.01 - 12,000	\$285.00	11,000.01 - 12,000	\$238.00
12,000.01 - 13,000	\$294.00	12,000.01 - 13,000	\$245.00
13,000.01 - 14,000	\$303.00	13,000.01 - 14,000	\$253.00
14,000.01 - 15,000	\$311.00	14,000.01 - 15,000	\$259.00
16,000.01 - 17,000	\$329.00	16,000.01 - 17,000	\$274.00
17,000.01 - 18,000	\$338.00	17,000.01 - 18,000	\$282.00
18,000.01 - 19,000	\$345.00	18,000.01 - 19,000	\$288.00
19,000.01 - 20,000	\$354.00	19,000.01 - 20,000	\$295.00

Installation Cost	Home-owner Fee	Installation Cost	Contractor Fee
20,000.01 - 21,000	\$0.00	20,000.01 - 21,000	\$303.00
21,000.01 - 22,000	\$0.00	21,000.01 - 22,000	\$305.00
22,000.01 - 23,000	\$0.00	22,000.01 - 23,000	\$313.00
23,000.01 - 24,000	\$0.00	23,000.01 - 24,000	\$320.00
24,000.01 - 25,000	\$0.00	24,000.01 - 25,000	\$328.00
25,000.01 - 26,000	\$0.00	25,000.01 - 26,000	\$334.00
26,000.01 - 27,000	\$0.00	26,000.01 - 27,000	\$342.00
27,000.01 - 28,000	\$0.00	27,000.01 - 28,000	\$349.00
28,000.01 - 29,000	\$0.00	28,000.01 - 29,000	\$357.00
29,000.01 - 30,000	\$0.00	29,000.01 - 30,000	\$363.00
30,000.01 - 31,000	\$0.00	30,000.01 - 31,000	\$369.00
31,000.01 - 32,000	\$0.00	31,000.01 - 32,000	\$374.00
32,000.01 - 33,000	\$0.00	32,000.01 - 33,000	\$380.00
33,000.01 - 34,000	\$0.00	33,000.01 - 34,000	\$387.00
34,000.01 - 35,000	\$0.00	34,000.01 - 35,000	\$392.00
35,000.01 - 36,000	\$0.00	35,000.01 - 36,000	\$398.00
36,000.01 - 37,000	\$0.00	36,000.01 - 37,000	\$403.00
37,000.01 - 38,000	\$0.00	37,000.01 - 38,000	\$409.00
38,000.01 - 39,000	\$0.00	38,000.01 - 39,000	\$415.00
39,000.01 - 40,000	\$0.00	39,000.01 - 40,000	\$420.00
41,000.01 - 42,000	\$0.00	41,000.01 - 42,000	\$432.00
42,000.01 - 43,000	\$0.00	42,000.01 - 43,000	\$438.00
43,000.01 - 44,000	\$0.00	43,000.01 - 44,000	\$444.00
44,000.01 - 45,000	\$0.00	44,000.01 - 45,000	\$449.00
45,000.01 - 46,000	\$0.00	45,000.01 - 46,000	\$455.00
46,000.01 - 47,000	\$0.00	46,000.01 - 47,000	\$460.00
47,000.01 - 48,000	\$0.00	47,000.01 - 48,000	\$467.00
48,000.01 - 49,000	\$0.00	48,000.01 - 49,000	\$473.00
49,000.01 - 50,000	\$0.00	49,000.01 - 50,000	\$478.00
50,000.01 - 60,000	\$0.00	50,000.01 - 60,000	\$529.00
60,000.01 - 70,000	\$0.00	60,000.01 - 70,000	\$587.00
70,000.01 - 80,000	\$0.00	70,000.01 - 80,000	\$644.00
80,000.01 - 90,000	\$0.00	80,000.01 - 90,000	\$702.00
90,000.01 - 100,000	\$0.00	90,000.01 - 100,000	\$759.00
100,000.01 - 110,000	\$0.00	100,000.01 - 110,000	\$788.00
110,000.01 - 120,000	\$0.00	110,000.01 - 120,000	\$830.00
120,000.01 - 130,000	\$0.00	120,000.01 - 130,000	\$874.00
130,000.01 - 140,000	\$0.00	130,000.01 - 140,000	\$917.00
140,000.01 - 150,000	\$0.00	140,000.01 - 150,000	\$960.00
150,000.01 - 160,000	\$0.00	150,000.01 - 160,000	\$1,003.00
160,000.01 - 170,000	\$0.00	160,000.01 - 170,000	\$1,047.00

Installation Cost	Home-owner Fee	Installation Cost	Contractor Fee
170,000.01 - 180,000	\$0.00	170,000.01 - 180,000	\$1,089.00
180,000.01 - 190,000	\$0.00	180,000.01 - 190,000	\$1,133.00
190,000.01 - 200,000	\$0.00	190,000.01 - 200,000	\$1,175.00
210,000.01 - 220,000	\$0.00	210,000.01 - 220,000	\$1,262.00
220,000.01 - 230,000	\$0.00	220,000.01 - 230,000	\$1,305.00
230,000.01 - 240,000	\$0.00	230,000.01 - 240,000	\$1,348.00
240,000.01 - 250,000	\$0.00	240,000.01 - 250,000	\$1,392.00
250,000.01 - 300,000	\$0.00	250,000.01 - 300,000	\$1,520.00
300,000.01 - 350,000	\$0.00	300,000.01 - 350,000	\$1,664.00
350,000.01 - 400,000	\$0.00	350,000.01 - 400,000	\$1,808.00
400,000.01 - 450,000	\$0.00	400,000.01 - 450,000	\$1,952.00
450,000.01 - 500,000	\$0.00	450,000.01 - 500,000	\$2,095.00
500,000.01 - 550,000	\$0.00	500,000.01 - 550,000	\$2,239.00
550,000.01 - 600,000	\$0.00	550,000.01 - 600,000	\$2,383.00
600,000.01 - 650,000	\$0.00	600,000.01 - 650,000	\$2,527.00
650,000.01 - 700,000	\$0.00	650,000.01 - 700,000	\$2,670.00
700,000.01 - 750,000	\$0.00	700,000.01 - 750,000	\$2,814.00
750,000.01 - 800,000	\$0.00	750,000.01 - 800,000	\$2,958.00
800,000.01 - 850,000	\$0.00	800,000.01 - 850,000	\$3,102.00
850,000.01 - 900,000	\$0.00	850,000.01 - 900,000	\$3,245.00
900,000.01 - 950,000	\$0.00	900,000.01 - 950,000	\$3,389.00
950,000.01 - 1,000,000	\$0.00	950,000.01 - 1,000,000	\$3,533.00

TEMPORARY AND UNDERGROUND SERVICES CONDUCTOR AND FEEDERS

A Flat Fee of \$45.00 will be charged to Contractors for temporary services (125 amps or less) and underground service conductors and feeders.

Notes:

1. Add Safety Codes Fee for each permit issued.
Safety Codes Fee calculated at 3.5 percent of the permit cost.
Minimum - \$4.00 Maximum - \$500.00

**Bylaw 497/05
Schedule A**

ELECTRICAL PERMIT FEE SCHEDULE
FOR CAMPS

CAMP SIZE	Permit Fee
1 to 50 person capacity	\$250.00
51 to 100 person capacity	\$300.00
101 to 200 person capacity	\$400.00
201 to 250 person capacity	\$550.00
251 to 300 person capacity	\$750.00

Notes:

1. Add Safety Codes Council Fee for each permit issued.

Safety Codes Fee calculated at 3.5 percent of the permit cost.

Minimum - \$4.00 Maximum - \$500.00

Bylaw 497/05

Schedule A

ANNUAL ELECTRICAL PERMIT PROCESS

An Annual Electrical Permit may be issued to an establishment that employs a full time qualified Electrician or hires an electrical contractor to perform minor electrical upgrades or renovations (an electrical project value of less than \$10,000.00) on the premises identified on the permit application. Installations over \$10,000.00 in job value require a separate electrical permit.

The establishment shall maintain a current and accurate two-year record of all electrical upgrades or renovations and shall make it available to the MD of Mackenzie upon request. The establishment is responsible for the electrical work required to satisfactorily complete the electrical installation covered by the permit.

A single Annual Electrical Permit may be issued to cover all minor electrical upgrades or renovations performed during a full calendar year or for a lesser period of time when required. The permit fee shall be based on a full calendar year.

MD of Mackenzie will determine the number of inspections to be made on the establishment for which an annual permit has been issued.

RATING OF ESTABLISHMENT (KVA)	ANNUAL ELECTRICAL PERMIT FEE
100 or less	\$200.00
101 to 2,500	\$200.00 plus \$15.00 per 100 KVA over 100 KVA
2,501 to 5,000	\$500.00 plus \$12.00 per 100 KVA over 2, 500 KVA
5,001 to 10,000	\$800.00 plus \$9.00 per 100 KVA over 5,000 KVA
10,001 to 20,000	\$1,200.00 plus \$6.00 per 100 KVA over 10,000 KVA
Over 20,000	\$1,700.00 plus \$3.00 per 100 KVA over 20,000 KVA

For more information please contact Vicky at (780) 928-3983

Bylaw 497/05
Schedule A
GAS PERMIT FEE SCHEDULE
FOR RESIDENTIAL INSTALLATIONS

Number of Outlets	Homeowner Fee	Contractor Fee
1	\$62.00	\$52.00
2	\$83.00	\$69.00
3	\$117.00	\$98.00
4	\$156.00	\$130.00
5	\$195.00	\$163.00
6	\$215.00	\$179.00
7	\$234.00	\$195.00
8	\$252.00	\$210.00
9	\$273.00	\$228.00
10	\$293.00	\$244.00
11	\$305.00	\$254.00
12	\$318.00	\$265.00
13	\$330.00	\$275.00
14	\$344.00	\$287.00
15	\$356.00	\$297.00
16	\$371.00	\$309.00
17	\$383.00	\$319.00
18	\$396.00	\$330.00
19	\$408.00	\$340.00
20	\$422.00	\$352.00

Notes:

1. Add \$15.00 for each outlet over 20
 2. Add Safety Codes Council Fee for each permit issued.
- Safety Codes Fee calculated at 3.5 percent of permit cost.
 Minimum - \$4.00 Maximum - \$500.00

**Bylaw 497/05
Schedule A
GAS PERMIT FEE SCHEDULE
FOR RESIDENTIAL INSTALLATIONS**

Description	Homeowner Fee	Contractor Fee
Propane Tank Set (New or Replacements)	\$75.00	\$50.00
Additional Propane Tank	\$15.00	\$15.00
Temporary Heat	\$100.00	\$75.00

Note:

1. Add \$3.00 Safety Codes Council Fee for each permit issued.

Safety Codes Fee calculated at 3.5 percent of permit cost.

Minimum - \$4.00 Maximum - \$500.00

Mobile Home / Modular Home	
Homeowner Fee	Contractor Fee
\$75.00	\$50.00

Note:

1. Add \$3.00 Safety Codes Council Fee for each permit issued.

Safety Codes Fee calculated at 3.5 percent of permit cost

Minimum - \$4.00 Maximum - \$500.00

Bylaw 497/05
Schedule A
GAS PERMIT FEE SCHEDULE
FOR NON-RESIDENTIAL INSTALLATIONS

BTU Input	Permit Fee
0 - 100,000	\$69.00
100,001 - 110,000	\$75.00
110,001 - 120,000	\$83.00
120,001 - 130,000	\$90.00
130,001 - 140,000	\$98.00
140,001 - 150,000	\$104.00
150,001 - 170,000	\$112.00
170,001 - 190,000	\$119.00
190,001 - 210,000	\$127.00
210,001 - 230,000	\$133.00
230,001 - 250,000	\$140.00
250,001 - 300,000	\$148.00
300,001 - 350,000	\$155.00
350,001 - 400,000	\$162.00
400,001 - 450,000	\$169.00
450,001 - 500,000	\$177.00
500,001 - 550,000	\$184.00
550,001 - 600,000	\$190.00
600,001 - 650,000	\$198.00
650,001 - 700,000	\$205.00
700,001 - 750,000	\$213.00
750,001 - 800,000	\$219.00
800,001 - 850,000	\$227.00
850,001 - 900,000	\$234.00
900,001 - 950,000	\$242.00
950,001 - 1,000,000	\$248.00

Notes:

1. Add \$8.00 for each 100,000 BTU (or portion of) over 1,000,000 BTU.

Add Safety Codes Council Fee for each permit issued.

Safety Code Fee calculated at 3.5 percent of permit cost.

Minimum - \$4.00 Maximum - \$500.00

Description
Grain Dryer

Fee
\$150.00

Note:

1. Add Safety Codes Council Fee for each permit issued.

Safety Code Fee calculated at 3.5 percent of permit cost.

Minimum - \$4.00 Maximum - \$500.00

Description
Propane Tank Set (New or Replacements)

Fee
\$50.00

Add \$15.00 for each additional Propane Tank

Temporary Heat

\$75.00

Gas/Propane Cylinder Refill Centres

\$100.00

Note:

1. Add Safety Codes Council Fee for each permit issued.

Safety Code Fee calculated at 3.5 percent of permit cost.

Minimum - \$4.00 Maximum - \$500.00

Replacement of Non-Residential Appliances (per unit):

Description
First Appliance

Proposed Fee
\$70.00

Add \$15.00 for each additional appliance

Note:

1. Add Safety Codes Council Fee for each permit issued.

Safety Code Fee calculated at 3.5 percent of permit cost.

Minimum - \$4.00 Maximum - \$500.00

Bylaw 497/05
Schedule A

GAS PERMIT FEE SCHEDULE
FOR CAMPS

CAMP SIZE	Permit Fee
1 to 50 person capacity	\$250.00
51 to 100 person capacity	\$300.00
101 to 200 person capacity	\$400.00
201 to 250 person capacity	\$550.00
251 to 300 person capacity	\$750.00

Notes:

1. Add Safety Codes Council Fee for each permit issued.

Safety Codes Fee calculated at 3.5 percent of the permit cost.
Minimum - \$4.00 Maximum - \$500.00

**Bylaw 497/05
Schedule A**

**PLUMBING PERMIT FEE SCHEDULE
For Residential & Non-Residential Installations**

Homeowner Fees	
Number of Fixtures	Permit Fee
1	\$62.00
2	\$66.00
3	\$83.00
4	\$98.00
5	\$111.00
6	\$123.00
7	\$137.00
8	\$149.00
9	\$164.00
10	\$176.00
11	\$186.00
12	\$195.00
13	\$204.00
14	\$215.00
15	\$224.00
16	\$234.00
17	\$245.00
18	\$252.00
19	\$263.00
20	\$273.00
21	\$281.00
22	\$290.00
23	\$297.00
24	\$305.00
25	\$314.00
26	\$321.00
27	\$329.00
28	\$338.00
29	\$345.00
30	\$353.00
31	\$362.00
32	\$371.00
33	\$377.00
34	\$386.00
35	\$395.00
36	\$402.00
37	\$410.00
38	\$419.00
39	\$428.00

Contractor Fees	
Number of Fixtures	Permit Fee
1	\$52.00
2	\$55.00
3	\$69.00
4	\$82.00
5	\$93.00
6	\$103.00
7	\$114.00
8	\$124.00
9	\$137.00
10	\$147.00
11	\$155.00
12	\$163.00
13	\$170.00
14	\$179.00
15	\$187.00
16	\$195.00
17	\$204.00
18	\$210.00
19	\$219.00
20	\$228.00
21	\$234.00
22	\$242.00
23	\$248.00
24	\$254.00
25	\$262.00
26	\$268.00
27	\$274.00
28	\$282.00
29	\$288.00
30	\$294.00
31	\$302.00
32	\$309.00
33	\$314.00
34	\$322.00
35	\$329.00
36	\$335.00
37	\$342.00
38	\$349.00
39	\$357.00

Homeowner Fees		Contractor Fees	
Number of Fixtures	Permit Fee	Number of Fixtures	Permit Fee
40	\$434.00	40	\$362.00
41	\$443.00	41	\$369.00
42	\$452.00	42	\$377.00
43	\$458.00	43	\$382.00
44	\$467.00	44	\$389.00
45	\$476.00	45	\$397.00
46	\$482.00	46	\$402.00
47	\$491.00	47	\$409.00
48	\$500.00	48	\$417.00
49	\$506.00	49	\$422.00
50	\$515.00	50	\$429.00
51	\$522.00	51	\$435.00
52	\$528.00	52	\$440.00
53	\$534.00	53	\$445.00
54	\$540.00	54	\$450.00
55	\$548.00	55	\$457.00
56	\$555.00	56	\$463.00
57	\$560.00	57	\$467.00
58	\$567.00	58	\$473.00
59	\$573.00	59	\$478.00
60	\$581.00	60	\$484.00
61	\$585.00	61	\$488.00
62	\$593.00	62	\$494.00
63	\$600.00	63	\$500.00
64	\$606.00	64	\$505.00
65	\$612.00	65	\$510.00
66	\$618.00	66	\$515.00
67	\$626.00	67	\$522.00
68	\$632.00	68	\$527.00
69	\$638.00	69	\$532.00
70	\$644.00	70	\$537.00
71	\$651.00	71	\$543.00
72	\$659.00	72	\$549.00
73	\$663.00	73	\$553.00
74	\$671.00	74	\$559.00
75	\$677.00	75	\$564.00
76	\$684.00	76	\$570.00
77	\$689.00	77	\$574.00
78	\$696.00	78	\$580.00
79	\$704.00	79	\$587.00
80	\$710.00	80	\$592.00
81	\$713.00	81	\$594.00

Homeowner Fees		Contractor Fees	
Number of Fixtures	Permit Fee	Number of Fixtures	Permit Fee
82	\$716.00	82	\$597.00
83	\$719.00	83	\$599.00
84	\$722.00	84	\$602.00
85	\$725.00	85	\$604.00
86	\$729.00	86	\$608.00
87	\$732.00	87	\$610.00
88	\$735.00	88	\$613.00
89	\$740.00	89	\$617.00
90	\$741.00	90	\$618.00
91	\$744.00	91	\$620.00
92	\$747.00	92	\$623.00
93	\$752.00	93	\$627.00
94	\$755.00	94	\$629.00
95	\$758.00	95	\$632.00
96	\$762.00	96	\$635.00
97	\$765.00	97	\$638.00
98	\$767.00	98	\$639.00
99	\$770.00	99	\$642.00
100	\$774.00	100	\$645.00

Notes:

1. Add \$3.00 for each fixture over 100.

Safety Codes Fee calculated at 3.5 permit of permit fee.

Minimum - \$4.00 Maximum - \$500.00

Mobile Home / Modular Home

Homeowner Fee	Contractor Fee
\$75.00	\$50.00

Notes:

1. Add Safety Codes Council Fee for each permit issued.

Safety Codes Fee calculated at 3.5 permit of permit fee.

Minimum - \$4.00 Maximum - \$500.00

**Bylaw 497/05
Schedule A**

PLUMBING PERMIT FEE SCHEDULE
FOR CAMPS

CAMP SIZE	Permit Fee
1 to 50 person capacity	\$150.00
51 to 100 person capacity	\$200.00
101 to 200 person capacity	\$300.00
201 to 250 person capacity	\$450.00
251 to 300 person capacity	\$650.00

Notes:

1. Add Safety Codes Council Fee for each permit issued.

Safety Codes Fee calculated at 3.5 percent of the permit cost.
Minimum - \$4.00 Maximum - \$500.00

**Bylaw 497/05
Schedule A**

PRIVATE SEWAGE DISPOSAL SYSTEM PERMIT FEE SCHEDULE

Description	Home owner Fee	Description	Contractor Fee
Holding Tanks, Open Discharge	\$175.00	Holding Tanks, Open Discharge	\$125.00
Fields, Mounds, Sand Filters, Treatment Tanks, etc.	\$250.00	Fields, Mounds, Sand Filters, Treatment Tanks, etc.	\$200.00

Note: Add Safety Codes Council Fee for each permit issued.
Safety Codes Fee calculated at 3.5 percent
of the permit cost.

Minimum - \$4.00 Maximum - \$500.00

**Bylaw 497/05
Schedule A**

**PRIVATE SEWAGE PERMIT FEE SCHEDULE
FOR CAMPS**

CAMP SIZE	Permit Fee
1 to 50 person capacity	\$250.00
51 to 100 person capacity	\$300.00
101 to 200 person capacity	\$400.00
201 to 250 person capacity	\$550.00
251 to 300 person capacity	\$750.00

Notes:

1. Add Safety Codes Council Fee for each permit issued.

Safety Codes Fee calculated at 3.5 percent of the permit cost.

Minimum - \$4.00 Maximum - \$500.00

Bylaw 497/05

Schedule A

Cancellations

Complete refund minus \$25.00 administration fee.
(If remainder is less than \$20.00 no refund given)

Development Permit Not Approved

- Full refund

Amendments (make changes on permit)

- Any permit fee greater than \$100.00 shall be refunded.

Additional Inspection

- \$50.00 within 100 km radius
- \$100.00 over 100 km radius

Extensions on Permits

- Need a request in writing as to why they want an extension and for how long
- Must be approved by Director of Planning

Bank Inspections (upon request by financial institutions)

- \$75.00 per inspection

Variance on Permit Fees

- The Director of Planning may vary Permit Fees up to 50% if demand is valid.

Schedule "A"

	Alberta Permit Pro	Superior Safety Codes	The Inspectors Group
Proposal Format in accordance with RFP	5	5	5
Executive Summary	5	4	5
Inspection Response Time	Inspector to be in area 3 days a week. All SCO's have building designation as well as their primary. Two day response time up a max 5 days	Inspections conducted within two business days of request.	Inspections conducted upon requests.
	10	8	7
	All data stored electronically with Permit Tracker (Can be exported into municipalities database on a weekly basis) Easy of accessibility in real time. GIS mapping, web based, colored maps. Inspection reports and related documentation available immediately after inspection.	Closed permits returned to County on a monthly basis, Online Reporting, Web accessible database	All permit information housed in Edmonton office, information only release upon written permission from the County. Inspection reports and related documentation available within 5 days or less after site inspection.
Data Management	9	8	6
Training & Orientation	Orientation Training, QMP Training, SCO training (Specified all training to County at no extra charge)	Orientation Training, QMP training, SCO Training (Specified all training to County at no extra charge)	Orientation Training, QMP Training & SCO Training. (Not specified if any extra charges)
	10	10	9

Proposed Safety Codes Officers	3 primary SCO's available. All SCO's have their building designation as well as their primary & must maintain their level of certification.	7 SCO's available, several known to the area. Maintain their level of certification with required updated courses.	Agency has 45 full time SCO, however the agency is currently in consultaion with several individuals (SCO's in various disciilines) who reside within the County and/or adjacent area.
Compliance Monitoring	County will receive an audit email each week showing what inspections were completed, very proactive with emails and phone call for follow ups when inspection request not received, pictures of deficiencies attached to emails and/or faxes.	No expired permits unless County approved, permits not closed with a no-entry report, after an inspection a label is affixed to electrical panel verifying inspection.	Will follow the County QMP, ensure they will preform compliance monitoring in strict compliance with all codes and regulations. After an inspection a label is affixed to electrical panel verifying inspection.
Fees	10 10% overall Fee Increase Example: Current fee for Mobile Home & Deck - \$275.00 10% Fee increase - \$302.50	8 Fee Increase in certain areas Example: Current fee for Mobile Home & Deck -\$275.00 Fee Increase - \$350.00	8 Overall Fee Increase Example: Current fee for Mobile Home & Deck \$ 275.00 Fee Increase - \$450.00
References	20 11 references, 9 with attached letters, more upon request	79 references, no actual letters.	23 references, 4 with attached letters
Total	77	70	57
Additional Information			

Agency Location	Grande Prairie	Grande Prairie	Edmonton
Database	Will use County's current MS Access based system or their own electronic web based GIS system (Permit Tracker & Inspection Tracker) While under Credit Protection County retains 100% of permit fees After release of Credit Protection 70/30	Standard MS Access Database	Standard MS Access Database
Fee payment/Spilt	Credit Protection 70/30	70/30	70/30
QMP	Will work with current QMP Community Investment - Pledge \$2,500.00/year to support Mackenzie County grant application project for non-profit organization or a educational scholarship.	Recommends County upgrade current QMP to the UQMP	Will work with County QMP
Additional			

**LA CRETE RECREATION SOCIETY
REGULAR MEETING
OCTOBER 14, 2010**

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

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

Call to Order: Chair Friesen called the meeting to order at 6:04 p.m.

Approval of Agenda

1. Beng Friesen moved to accept the Agenda as amended:
 - 8.2 Ski Hill
 - 8.3 New Employee
 - 8.4 Ref Clinic
 - 7a Rec Directors Report

CARRIED

Approval of Previous Meeting's Minutes

1. Terry Tosh moved to accept the September 16, 2010 Regular Meeting Minutes as presented.

CARRIED

Business from the Minutes

1. The Ball Diamond Park title has been received for the land. There is still a delay on the shale.

Review of Action Sheet

1. Reviewed items for information only.

New Business

- 8.1 2011 Proposed Budget
 - Some additional comments were made. Darlene will submit to Joulia Whittleton at the County tonight.

Financial Report

1. Reviewed items for information only.
2. Ron Dyck moved to accept the Financial Report for information.

CARRIED

Manager's Report –Philip Doerksen

1. Reviewed Manager's Report for information purposes.
2. The tennis courts look nice.
3. Philip went to check out the Blumenort School grounds for a suitable spot for tennis courts and found the existing site is not feasible; would need a new site.
4. YAC contacted him about building more walls and were giving the go ahead as long as they did not attach them to the ceiling or floor.
5. There is an issue with the ice schedule with the midgets and women's hockey time slot. Philip will make an adjustment.
6. Beng Friesen moved to accept the Manager's report for information.

CARRIED

New Business

8.2 Ski Hill

- Philip was approached to work on making a road to get access to the Ski Hill location so it can be used as a slide hill for now.
- A committee needs to be formed to work on this like the Pool Committee has.

Peter Braun commented that he's enjoyed working with the Rec Board on behalf of the County and left at 7:00 p.m.

7 a) Rec Director's Report

- In the future the Rec Director, Ed Wiebe, will provide a report to the Board each meeting.
- Currently Ed is working on an agreement with the FVSD for gym use.
- They are thinking of hosting a 4 on 4 hockey tournament in November.
- Ed was asked to investigate pond hockey and talk to those involved in shinny about joining pond hockey.

New Business

8.3 New Employee

- Philip wants to take his time hiring a replacement for Bill Martens. It will be difficult to find someone to do the job that Bill did.
- The Rec Board is saddened by Bill Martens passing and want to honour him and his service in the near future.

8.4 Ref Clinic

- Discussion held on the costs of the ref clinic and difficulty in getting refs.

Abe Fehr moved that the Recreation Society pay the ref clinic instructors wage and waive the arena use rental fee. CARRIED

Wendy Morris moved that we go in camera at 8:05 p.m.

Simon Wiebe moved that we go out of camera at 8:15 p.m.

George Fehr moved that the meeting be adjourned at 8:15 p.m.

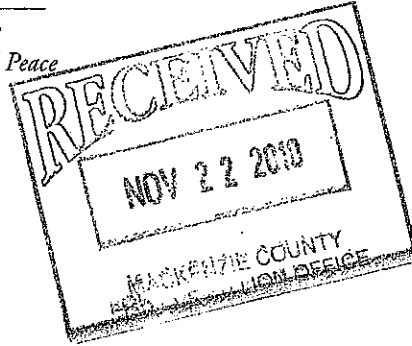
Next Meeting - November 18th



ALBERTA
MUNICIPAL AFFAIRS

AR49047

Office of the Minister
MLA, Dunvegan - Central Peace



November 15, 2010

Reeve Bill Neufeld, Reeve
Mackenzie County
PO Box 640
Fort Vermilion, AB T0H 1N0

Dear Reeve Neufeld:

Our municipalities are strong, vibrant places to live, work and raise a family. In 2007, Premier Stelmach announced the \$11.3 billion Municipal Sustainability Initiative (MSI) to provide predictable, sustainable funding for our province's municipal infrastructure projects.

Our government knows that to be sustainable, municipalities must be able to plan for the future. The funding provided through this made-in-Alberta program allows you – our province's municipal leaders – to identify local priorities on behalf of your residents.

Since 2007, Alberta's municipalities have been allocated \$2.2 billion in MSI funding. This has meant communities across Alberta have been able to build or upgrade their public transit vehicles and facilities, recreation and sport facilities, roadways and bridges, and storm sewer systems, just to name a few key projects.

That is why I'm excited to launch a new website to highlight the local decisions our municipal leaders are making on behalf of their residents.. Visit www.municipalaffairs.alberta.ca/msi.cfm to see the fresh look and feel for the program, some exciting feature projects, and templates for temporary signage and advertising. It is all designed to highlight the provincial-municipal partnership in providing these key municipal infrastructure projects for Alberta's communities. At the same time, we are now providing information for all municipal grant programs offered across government sorted by municipality or constituency. This can be accessed through the above site or www.municipalaffairs.alberta.ca/municipalgrants.cfm.

.../2

Reeve Bill Neufeld
Page 2

A comprehensive package outlining the new communications products has been shared with your municipality's chief administrative officer. Your municipality has been asked to identify significant projects receiving MSI funding for temporary signage. In addition, if your municipality is planning an announcement or local event, such as a sod turning or grand opening, please ensure your MLA is contacted a few months in advance so they can work with your municipality's staff to prepare a communications plan that will highlight your project.

If you, or your municipality's staff, have any questions about the MSI communications activities, or have an MSI success story to share, I encourage you to contact my ministry's staff at ma.msicommunications@gov.ab.ca

I wish you and your councils continued success with your MSI projects as we build today for your tomorrow.

Sincerely,



Hector Goudreau
Minister of Municipal Affairs
MLA, Dunvegan-Central Peace

cc: Honourable Frank Oberle, MLA, Peace River
Pearl Calahasen, MLA, Lesser Slave Lake

mfcc



ALBERTA

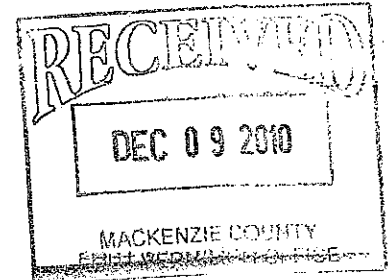
SUSTAINABLE RESOURCE DEVELOPMENT

Office of the Minister
MLA, Grande Prairie - Smoky

AR26328

November 18, 2010

Reeve Greg Newman
Mackenzie County
PO Box 640
Fort Vermilion, AB T0H 1N0



Dear Reeve Newman:

Thank you for your October 20, 2010 letter regarding the use of licensed guides for bird hunters from outside Canada. I welcome the opportunity to provide the following information.

I appreciate your kind words about the assistance the department provided regarding the sale of public lands for agricultural developments in your area. We are pleased to be of service in this matter.

In response to your comments on licensed hunting guides, the department does not have any regulations requiring hunters from outside Canada to hunt waterfowl with a licensed guide, so these hunters are free to hunt waterfowl on their own. The Alberta Professional Outfitters Society has been delegated the authority to administer the outfitting business in the province. Sustainable Resource Development is responsible for wildlife resource management, including setting regulations for hunting. If you believe that outfitters are pressuring non-resident aliens to use licensed guides, you may wish to raise your concerns with the society.

Thank you for writing to me about this matter.

Sincerely,

Mel R. Knight
Minister

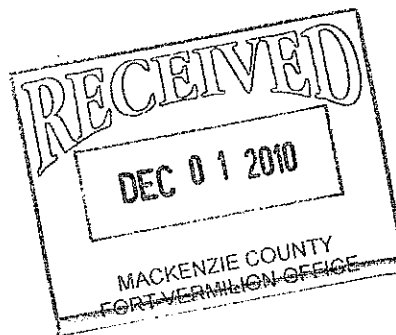
cc: Honourable Frank Oberle, MLA
Peace River

404 Legislature Building, 10800 - 97 Avenue, Edmonton, Alberta T5K 2B6 Canada Telephone 780-415-4815 Fax 780-415-4818

Constituency Office #105, 9804 - 100 Avenue, Grande Prairie, Alberta T8V 0T8 Canada Telephone 780-513-1233 Fax 780-513-1247
Web Address: melknightmla.com

cc info.

November 19, 2010



Mackenzie County
PO Box 640
Fort Vermillion, AB T0H 1N0

On behalf of the directors of Envision Edmonton, I would like to thank you for the support that you have given for the campaign to preserve the Edmonton City Centre Airport. As you know, after the recent City of Edmonton municipal election, it is not expected to see any change in the city's decision made by council. For that reason, Envision Edmonton is moving into the next phase of our campaign, one that we were hoping would not be necessary if there would have been a drastic change in council positions.

It is our group's position that the Edmonton City Council has mishandled the ECCA issue from the beginning. The forced closure of runway 16-34 was premature for a number of reasons. We are already seeing patient delays in Medevac flights going to the international on days of poor weather. The previous few weeks has proven Alberta Health had not prepared for the transition. A few months ago, Premier Stelmach had requested a report on Medevac services from the Health Quality Council of Alberta. After a meeting with Envision Edmonton, the Premier released this statement: *"I made it very clear to Envision [Edmonton] and...to Albertans that nothing moves until I'm assured that the Medevac services, all options are discussed, and make sure that there is no compromise of the Medevac services we have in the province of Alberta, and I'm serious on that point."* Edmonton City Council continues to push forward with their agenda disregarding the Premier's wishes.

The loss of the Edmonton Indy also points to the fact that no planning was put into the process. The solution to keeping the Edmonton Indy is simple. With two active runways, **Edmonton Can Have It All**. City Council pushed forward with an agenda without regard for the consequences of their actions.

. . . 2

Mackenzie County
November 19, 2010
Page 2

Envision Edmonton has filed a motion with the Court of Queen's Bench to declare the petition valid and order the City of Edmonton to release the working papers pertaining to the disallowed signatures. The City of Edmonton is fighting that motion and asking that they be able to argue the 60 day validity period before having to argue on the motion to release the papers. They feel that if they can succeed on the 60 day validity period, they will forever keep the results of the petition verification confidential and unscrutinized.

The legal process will not only be lengthy, but also costly. Envision Edmonton is entirely made up of volunteers and do not have a salaried staff to support. All monies received goes directly to funding our campaigns and operating expenses. Even so, the need for continued funding has never been greater. For this reason, we are asking to see if you would be able to continue to support us for our future endeavours. A contribution of \$2000 or more from your firm would be greatly appreciated. Cheques can be mailed to:

Envision Edmonton Opportunities Society
12009 - 121 Street
Edmonton, Alberta
T5L 4H7

You may also contribute by completing the enclosed form to contribute by means of a Visa, MasterCard or American Express card. You may email the form to admin@envisionedmonton.ca or if you choose, fax it to 780-455-4099.

Once again, thank you for the contributions that you have shown Envision Edmonton in the past and we appreciate your continued support.

Sincerely,



Eugene Strilchuk
Fundraising Committee

Envision Edmonton
Opportunities Society

12009 - 121 Street; Edmonton, AB T5L 4H7
Phone 780-454-1634 Fax 780-455-4099

I would like to participate by contributing to your society.
Envision Edmonton's *Edmonton City Centre Airport Campaign*

Name: _____

Company: _____

Address: _____

Telephone: _____ Fax: _____

Email: _____

Visa Mastercard Amex Cheque

Credit Card # _____

Expiry Date: _____

Name on Card: _____

Signature: _____

How to contribute to the organization.

By mail: Envision Edmonton Opportunities Society
12009 - 121 Street
Edmonton, Alberta
T5L 4H7

By Fax: 780-455-~~0078~~ 4099

Email: Fundraising@EnvisionEdmonton.ca

Please mail receipt No receipt required

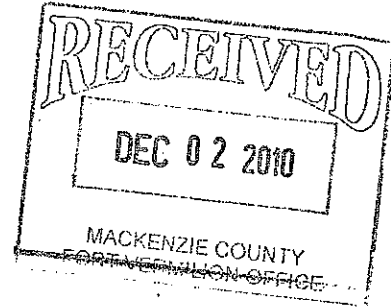
Thank you for your support.



Northwest Corridor
Development Corporation
P.O. Box 1414, Grande Prairie, AB Canada T8V 4Z2
Tel: 780.567.4991 |

November 20, 2010

NCDC Member,



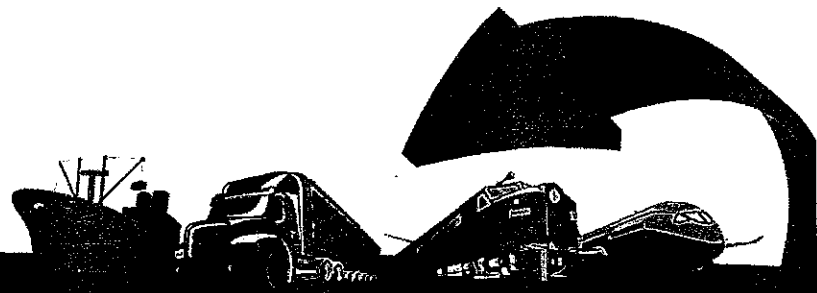
Thank-you for your continued support and commitment to the mission of the Northwest Corridor Development Corporation, Enclosed you will find information on our upcoming AGM and Conference to be held January 19-21, 2011 in Grande Prairie, Alberta.

We are pleased to announce that this year NCDC has collaborated resources with five partners to create for you a conference platform of prominent, influential and informative speakers. We anticipate the response to our collective efforts will result in a sold-out event so book early - You won't want to miss this one!

Our voice is only as strong as the unity of our membership. The NCDC Board of Directors consists of 15 elected members. The term of service rotates every three years, at which time the member is welcome to stand for re-election. If you are interested in taking a leadership role with NCDC please do hesitate to call our office. The AGM agenda and 2009-2010 minutes will be distributed in early January to all NCDC members for review.

AGM – Election of the Board of Directors
Thursday January 20, 2011
7:30am – 8:30am

Sincerely,
Carolyn Kolebaba – Chair
Northwest Corridor Development Corporation

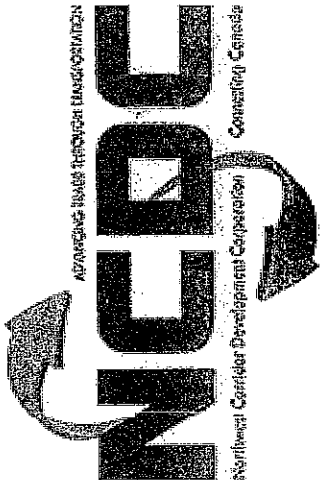
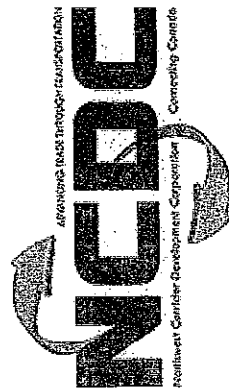


This will be the
"Must Attend"
Conference of 2011

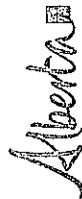
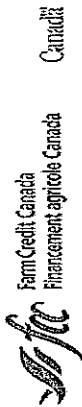
Registration forms are available at:

www.nwcorridor.com
www.grandeprairiechamber.com
www.countygp.ab.ca
www.nadc.gov.ab.ca

We thank everyone for
the support and interest
in our ability to
"Growing the North!"



In Partnership With



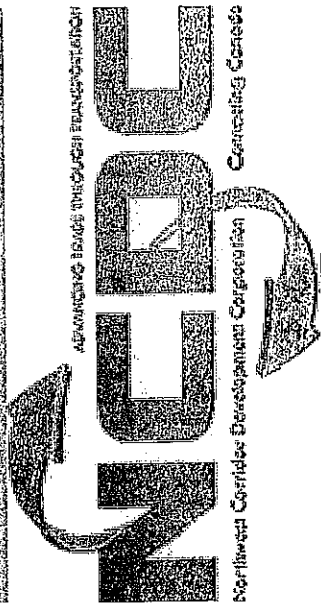
FOR MORE INFORMATION

Mary Joan Aylward—NCCDC
780.567.4991

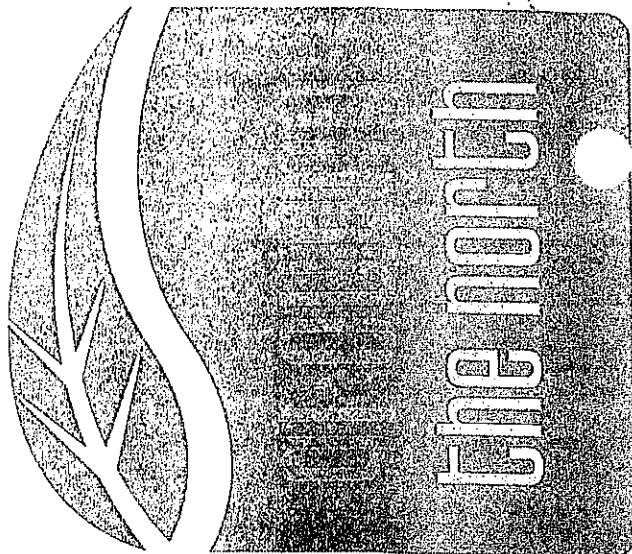
Or

Kris Rollheiser—Event Coordinator
780.624.6274

January 19-21, 2011
Grande Prairie
Alberta



Annual Commercial
Meeting
and
Conference



Growing the North Conference January 19, 20 & 21, 2011

thern Canada is the place to be for economic growth and development. As NCDC members, we have the power to collectively shape our future and work together to secure a vibrant and prosperous rthwest corridor!

an to come together for NCDC's Annual general meeting and conference. Out theme this year is on rthern regional development and the future!

is will be an event featuring prominent, relevant speakers and discussions on northern development and forecasted growth.



CONFERENCE AGENDA SUBJECT TO CHANGE

Wednesday January 19, 2011

3:30 pm A Taste of the Peace preconference event hosted by Farm Credit Canada. Come listen to an invigorating speaker and sample the foods of the Peace region. Doors open at 5:30 with an opportunity to sample various treats from food entrepreneurs in the region.

5:15 pm Tom Droog, founder of Spitz Seeds, on the story of Spitz Seeds: a farm business success

8:00 pm Networking with the Peace Region's top 20 food producers



CONFERENCE AGENDA SUBJECT TO CHANGE

Thursday January 20, 2011

7:30 am NCDC Annual General Meeting

8:30 am Welcome - Carolyn Kalebaba, NCDC 2009-2010 Chair

9:30 am James Shepard, CANFOR President and CEO, on export opportunities for Canada's wood industry

10:20 am Anne Giardini, President of the Canadian Subsidiary of Weyerhaeuser, on diversification opportunities for Canada's wood industries

11:20 am Dr. J.P. Gervais, Senior Agriculture Economist, Farm Credit Canada, on Canada's outlook for agriculture in the global perspective

12:20 pm Lesser Slave Lake Economic Alliance

12:30 pm Lunch

12:40 pm David Chilton, Author of the Wealthy Barber, on tips on personal investing

1:50 pm Gary Mar, Alberta's representative in Washington, on Alberta and US relations *(Invited)*

2:50 pm Mike Cory, CN Rail Senior Vice President for the Western Region, on rail transportation for the north west corridor

3:50 pm Laurence C. Smith, UCLA Scientist Professor and Author, on the forces shaping the future of the north.

A copy of Dr. Smith's book will be in your delegate bag.

5:00 pm Networking

6:00 pm Banquet
Special Guest Speaker
Premier Ed Stelmach

Friday January 21, 2011

8:00 am Welcome

8:35 am Nigel Chymko, President Chymko Consulting Ltd., on power aggregation and distribution

9:20 am Don Krusel, President and CEO of Prince Rupert Port Authority, on the Northwest Transportation Corridor.

10:20 am Speaker—TBA

11:05 am John Gorman, Vice President, Halliburton Group Canada, on Canada's energy outlook for 2011

12:00 pm Lunch

12:25 pm Honourable Rob Merrifield, Federal Secretary of State for northern Canadian gateway

1:10 pm Stephen Ben-Olliel of Canadian Noble House Diamonds Ltd., on opportunities in the diamond industry in Canada

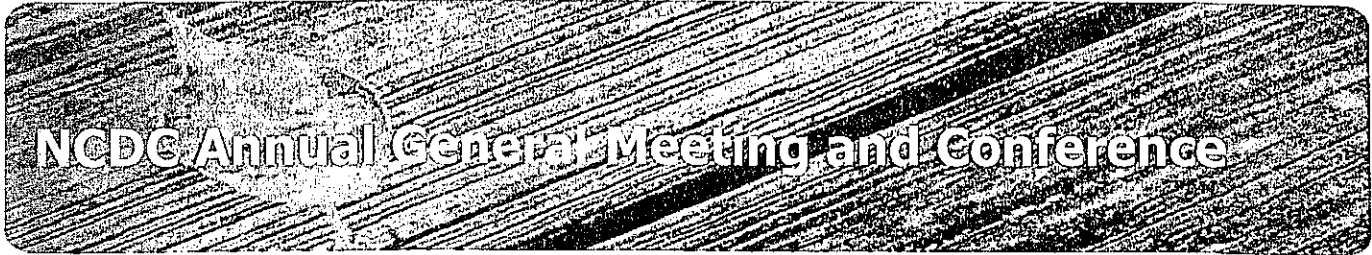
2:10 pm Mike Holmes, "Canada's most trusted contractor" and host of Holmes Inspection on HGTV will talk about Affordable and quality built housing

3:30 pm Closing remarks



CONFERENCE AGENDA SUBJECT TO CHANGE

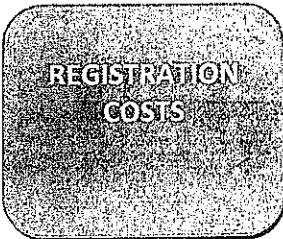
Evergreen Park is located 35 km south of Resources Road
Call Mary Jo at 780-567-1997



Registration Form

PLEASE PRINT CLEARLY

First Name: _____ Last Name: _____
 Title: _____ Organization: _____
 Address: _____
 Community/Prov.: _____ Postal Code: _____
 Phone: _____ Fax: _____ Email: _____
 Special dietary needs: _____
 Credit Card Information: Visa MC AMEX No.: _____ Exp. Date: _____
 Signature: _____



- Early registration cost \$125 + tax (\$131.25) until December 31, 2010
- After December 31, 2010 Registration cost is \$150 + tax (\$157.50)
- Banquet ticket cost is \$35 + tax (\$36.75)
- A Taste of the Peace, FREE pre-conference event Wednesday January 19, sponsored by Farm Credit Canada

Please note that the Grande Prairie Chamber of Commerce is handling the registration and payment for the NCDG AGM / Conference



Chose one of the following four ways to register / make payment:

- 1) Mail your registration form with payment to: 217-11330 106 Street - Grande Prairie, AB T8V 7X9
- 2) Fax your registration form with credit card information to 780.532.2926 (Karen Kluyt at GP Chamber)
- 3) Phone Conference Registration Services 780.532.5340 (Karen Kluyt at GP Chamber)
- 4) Email Conference Registration Services info@gpchamber.com (Karen Kluyt at GP Chamber)



Evergreen Park, Trade Exhibition Convention Center – Grande Prairie, Alberta
<http://www.evergreenpark.ca/facilities/>
 3 km south on Resources Rd of Grande Prairie – 8 minutes south of downtown



A limited number of rooms are available at a conference rate of \$89.00 per night. Call and indicate you are a Growing the North delegate to reserve a room at one of the following hotels:
 • Western Budget Motel 2: 1.780.832.0160, wbmotel1@telus.net
 • Grande Prairie Inn: 1.800.661.6529 www.gpinn.com



I agree to have my name, title, organization and community included in the delegate list and conference report. A blank box means that we do NOT have your permission.



Full refunds of conference fees will be given for cancellations received by December 31, 2010.

FOR MORE INFORMATION CONTACT:
Kris Rollheiser - Event Coordinator 780.624.6336 (call toll-free 310.0000)
Kris.Rollheiser@gov.ab.ca



NCDC Annual General Meeting and Conference

Page 1 of 5

SPONSORSHIP INFORMATION

Canada's north is the place to be for economic growth and development.
Let's work together to secure a vibrant and prosperous future!

Plan to come together for NCDC's annual general meeting and conference in January 2011. This will be an event featuring prominent, relevant speakers and discussions. Speakers confirmed include Mike Cory, CN Rail Senior Vice President on rail futures, Anne Giardini, President of the Canadian Subsidiary of Weyerhaeuser, and renowned futurist and author Laurence Smith on his book: *The World in 2050: Four Forces Shaping Civilization's Future*.

- Do you have a product or service that will help northern Canada grow and diversify?
- Do you want to position your firm or organization as a leader in business or service for northern Canada?
- Do you want to help promote northern Canada as THE PLACE to do business?

If you answered "Yes" to any of these questions, then the Growing the North 2011 conference is the perfect marketing event for you.

Reach a growing number of senior public and private sector decision makers and influencers from across northern Canada at this three-day Conference.

In Partnership With



Questions? Please contact Kris Rollheiser – Event Coordinator
780.624.6336 (Toll-Free Dial 3.10.0000)

NCDC Annual General Meeting and Conference

Page 3 of 5

SPONSORSHIP INFORMATION

Other Sponsorship Opportunities

Lunch (\$5,000)

- Four complimentary registrations
- Company logo displayed prominently during lunch
- Salute in delegate kits
- Sponsor showcase display space
- Verbal acknowledgement

Coffee Break (\$1,500)

Coffee and refreshments

- One complimentary registration
- Salute in delegate kits
- Sponsor showcase display space
- Verbal acknowledgement

Valued Contributor In-Kind Donations (Wine: books: Gift Baskets)

- Sponsor showcase display space
- Salute in delegate kits

Questions? Please contact Kris Rollheiser – Event Coordinator
780.624.6336 (Toll-Free Dial 310.0000)

NCDC Annual General Meeting and Conference

Page 5 of 5

SPONSORSHIP INFORMATION

Logo Submission: A corporate logo for use in sponsor recognition should be submitted in .jpg format.
Kris Rollheiser – Event Coordinator Kris.Rollheiser@gov.ab.ca

Method of Payment: Please make cheque payable to

Grande Prairie Chamber of Commerce

Mailing Address: Grande Prairie & District Chamber of Commerce
#217, 11330 106 Street
Grande Prairie, AB
T8V 7X9
Phone: 780.532.5340 Fax: 780.532.2926

Questions? Please contact Kris Rollheiser – Event Coordinator
780.624.6336 (Toll-Free Dial 310.0000)



Ed Stelmach
Premier

November 26th, 2010

**Mr. Bill Kostiw
PO BOX 1015
FORT VERMILION, AB T0H 1N0**

**Reserve your seats and mark your calendar to attend the
Edmonton Premier's Dinner
Thursday, April 7th 2011**

As signs of economic improvement continue, the Progressive Conservative government of Alberta continues to follow its plan to ensure a strong recovery of our economy, creating long-term prosperity and enhancing the quality of life for all Albertans. This is the expectation of our conservative roots – that a government's role is to create a competitive environment that allows entrepreneurial and community minded citizens to thrive in their chosen fields of endeavor. A Progressive Conservative government understands and appreciates the absolute necessity of a strong partnership between government and business.

Your support of fundraising events such as the Edmonton Premier's Dinner allows PC Alberta, under the leadership of Premier Stelmach, to continue providing highly effective and innovative government. Just as importantly, it gives the Premier, cabinet ministers and MLAs the opportunity to meet and hear your ideas and thoughts on the future of our great province. They welcome and need your input!

On behalf of the dinner committee, we are hopeful you will be able to join us and support the PC Party of Alberta. Please mark your calendar for April 7th, 2011. Invitations with all the details will follow in the near future.

This event sells out quickly each year and we are confident that 2011 will not be an exception. **If you wish to arrange for seats at the dinner now, please use the enclosed form. We look forward to seeing you on April 7th, 2011.**

Sincerely,

A handwritten signature in dark ink, appearing to read 'Cory Wosnack'.

Cory Wosnack, 2011 Dinner Chair



ADVANCE ORDER FORM

Email: gkelly@albertapc.ab.ca **From:** (contact name): _____

Fax: 780-423-1634 **Phone:** _____

Phone: 780-442-4662 or 1-800-461-4443 **Date:** _____

Re: Premier's Dinner Tickets **Pages:** _____

Email: _____

Please reserve _____ ticket(s) for the Edmonton Premier's Dinner, The Shaw Conference Centre, Edmonton, Thursday, April 7th, 2011.

Ticket Price \$450.00 Tables of 10 \$4,500.00 Official Tax Receipt for \$425.00/ticket will be issued.

NOTE: WE CANNOT ACCEPT PAYMENT FROM, OR ISSUE TAX RECEIPTS TO: TOWNS, VILLAGES, MUNICIPALITIES, SCHOOL DIVISIONS OR SOCIETIES. Call Gail @ 780-442-4662 for more information.

Name (FOR OFFICIAL TAX RECEIPT) _____

Address: _____

City: _____ Postal Code: _____

Method of Payment _____ Cheque _____ Visa _____ Mastercard

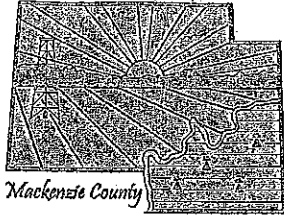
Card# _____

Expiry: _____ Amount _____

Name of Cardholder _____ Signature _____

Guest List _____

- Please make cheque payable to PC Alberta
- Fax or Mail this form with payment to PC Alberta **NEW ADDRESS** - 9823 103 ST NW - Edmonton, AB T5K 0X9



Mackenzie County

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

November 29, 2010

Mr. Wayne Franklin, P.Eng.
Regional Director
Alberta Transportation
3rd fl, Provincial Building
9621-96 Avenue
Peace River, Alberta, T8S 1T4

Dear Mr. Franklin:

**RE: Resource Road Program Application
Mackenzie County
Highway 88 Connector (Township Road 106-2)
(Highway 697 to 8.5 km East of Highway 697)**

On behalf of Mackenzie County, funding is requested under the Resource Roads Program (RRP) for Highway 88 Connector.

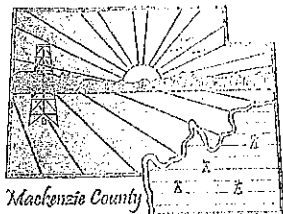
I hereby certify that the information contained in the enclosed application is correct and complete at the date of submission. I also certify that no amounts for Goods and Services Tax are included in the cost estimates for the project. I also certify that no municipal general user fee will be charged for users for this road.

I understand that this project must comply with all applicable legislation and with all of the guidelines for the program. I understand that any changes to the scope or intended expenditures indicated in the enclosed application will require an amendment approved by the Review Committee.

Please contact the undersigned at (780) 927-3718 if you require any additional information.

Sincerely,

William Kostiw
Chief Administrative Officer



Mackenzie County

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

November 29, 2010

Mr. Wayne Franklin, P.Eng.
Regional Director
Alberta Transportation
3rd fl, Provincial Building
9621-96 Avenue
Peace River, Alberta, T8S 1T4

Dear Mr. Franklin:

**RE: Resource Road Program Application
Mackenzie County
Zama Access
(5 km east of Zama City(km 5.0) to 9 km east of Apache Road (km 14.0))**

On behalf of Mackenzie County, funding is requested under the Resource Roads Program (RRP) for Zama Access Road.

I hereby certify that the information contained in the enclosed application is correct and complete at the date of submission. I also certify that no amounts for Goods and Services Tax are included in the cost estimates for the project. I also certify that no municipal general user fee will be charged for users for this road.

I understand that this project must comply with all applicable legislation and with all of the guidelines for the program. I understand that any changes to the scope or intended expenditures indicated in the enclosed application will require an amendment approved by the Review Committee.

Please contact the undersigned at (780) 927-3718 if you require any additional information.

Sincerely,

William Kostiw
Chief Administrative Officer

**Government
of Alberta** ■

News release

**The
Way
Forward** ■

Alberta ■

November 30, 2010

Awards salute commitment to heritage for Alberta individuals and groups

Edmonton... Eight groups and individuals were recently recognized for their dedication and commitment to local Alberta history and heritage.

Presented by the Alberta Historical Resources Foundation, the 2010 Alberta Heritage Awards recognize significant contributions in the protection, preservation and promotion of heritage in the province. Awards can be given to individuals, teams, organizations, corporations, congregations, institutions, municipalities, First Nations, or Métis Settlements.

“Community organizations and individuals across Alberta continue to recognize the value of preserving and protecting local history and heritage,” said Lindsay Blackett, Minister of Culture and Community Spirit. “For their tireless effort and commitment to preserving our sense of place, my sincere congratulations go out to all of this year’s recipients.”

Award recipients were selected from 35 nominations in categories of Outstanding Achievement, Heritage Awareness, Municipal Heritage Preservation and Heritage Conservation. The awards were presented at the Southern Alberta Institute of Technology on November 26.

Individual recipients of this year’s awards include Marilee Cranna Toews of Fort Vermilion and Elizabeth Sheehan of Grande Prairie. Organizations receiving awards include Cypress Club of Medicine Hat; Friends of Medalta Society, Medicine Hat; Brooks Centennial Club; Leduc/Devon Oilfield Historical Society; South Peace Regional Archives; and the City of Calgary.

“We are so pleased to recognize these people and organizations for the excellence of their contributions to the conservation and promotion of our

Alberta heritage. Their hard work and dedication deserve our thanks," said Dr. Carolee Pollock, Chair of the Alberta Historical Resources Foundation.

The Alberta Historical Resources Foundation was established to promote public awareness and enjoyment of Alberta's cultural heritage. For more information on the Alberta Historical Resources Foundation Heritage Awards, visit culture.alberta.ca/ahrf/heritageawards.

-30-

Attachment: Backgrounder detailing the eight 2010 Alberta Heritage Award recipients.

Media inquiries may be directed to:

Carina Naranjilla
Alberta Historical Resources
Foundation
Culture and Community Spirit
780-431-2305

Parker Hogan
Director, Communications
Culture and Community Spirit
780-427-6530

To call toll free within Alberta dial 310-0000.

Background

November 30, 2010

Recipients of 2010 Alberta Heritage Awards

The following groups and individuals were recently recognized at the 2010 Alberta Heritage Awards.

Heritage Conservation Awards

Outstanding commitment to the conservation of the Cypress Club

Recipient: Cypress Club of Medicine Hat

Built in 1907 and designated a Provincial Historic Resource in 2002, this two-storey red brick building is historically significant because of its role as the main social club for men in the district. With an excellent program of building conservation undertaken by the Cypress Club of Medicine Hat, this historic resource retains a very high degree of historical integrity. Today, its authentic club setting provides a meeting place for government and business.

Outstanding commitment to the conservation of the Medalta Potteries

Recipient: Friends of Medalta Society

The Medalta Potteries is an industrial complex dating from 1912. Its heritage value comes from its role in Medicine Hat's emergence as a Canadian centre for clay product and pottery production. Since their establishment in 1986, the Friends of Medalta Society have tirelessly engaged in the conservation and interpretation of this resource. The award recognizes in particular the conservation of Building 12, which set a milestone in Medalta's ongoing conservation program. Designated a Provincial Historic Resource in 1996 and a National Historic Site in 1985, it is now a prominent and active element of the Medicine Hat Clay Industries National Historic District.

Heritage Awareness Awards

Outstanding achievement in heritage publication

Recipient: Brooks Centennial Club - *A Century in Photos: Brooks 1910-2010*

A Century in Photos makes an excellent contribution to the history of this southeast Alberta community. This 104-page, easy-to-read publication embodies the incredible volunteer spirit and community commitment as Brooks

celebrates its centennial in 2010.

Excellence in interpretive programming at the Leduc Number 1 Energy Discovery Centre

Recipient: Leduc/Devon Oilfield Historical Society

Opened in 1997, the Leduc Number 1 Energy Discovery Centre is the centerpiece of this national and provincial historic site. Its 23,000-square foot museum/science centre helps the public to discover the rich history of our oil industry.

Outstanding achievement in heritage publications

Recipient: South Peace Regional Archives

Among the many initiatives of the South Peace Regional Archives in Grande Prairie, the following publications strongly reflect the Archives' commitment to the historical preservation of the South Peace Region: *A Grande Education: One Hundred Schools in the County Grande Prairie, 1910-1960*; *Grande Prairie City: A Pictorial History from 1906-1958*; *Flying High: The City of Grande Prairie 1958- 2008*; *Remembering Grande Prairie 1958-2008*; and *War-Brides in the South Peace*.

Municipal Heritage Preservation Award

Outstanding commitment to the identification, protection and promotion of municipal historic resources

Recipient: City of Calgary

The City of Calgary has consistently developed and implemented a wide range of policies, programs and regulations and has provided funding to support the identification, protection and promotion of its historic resources.

Outstanding Achievement Awards



Outstanding contribution to the preservation and interpretation of Alberta's heritage

Recipient: Marilee Cranna Toews, Fort Vermilion

Marilee Cranna Toews' passion for rehabilitating historic buildings, her research and fundraising skills, her hospitality, compassion and respect for people's special needs and cross-cultural differences have made her an exceptional individual in her work in preserving, promoting and interpreting heritage in the County of Mackenzie.

Outstanding contribution to the preservation and interpretation of Alberta's heritage

Recipient: Elizabeth Sheehan, Grande Prairie

An avid photographer, writer and historian, Elizabeth Sheehan has dedicated her time to recording events and collecting valuable artifacts with a long-term view of their historical significance to the people of the Peace Region and to all Albertans.

-30-

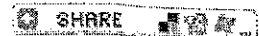
Media inquiries may be directed to:
Carina Naranjilla
Alberta Historical Resources Foundation
Culture and Community Spirit
780-431-2305

To call toll free within Alberta dial 310-0000.

[Alberta Government](#) | [Newsroom](#) | [Ministries Listing](#) | [Culture and Community Spirit Home Page](#) | [News Releases](#) | [Top of Page](#) |

[Send us your comments or questions](#)

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CC Julia
Carol Gabriel

From: John Klassen
Sent: Wednesday, December 01, 2010 4:38 PM
To: Bill Kostiw; Council
Cc: Bill Gish; Rommel Directo
Subject: RE: Tompkin's Landing today

I just spoke with John Neudorf and he claims the river is still rising and there is about 8-10 feet of open water at the edges which is keeping him from entering the river to start working on the bridge, he is monitoring the river on a daily basis and will start as soon as the situation allows.

John Klassen
Director Of Operations (South)
Mackenzie County
Phone (780) 928-3983
Fax (780) 928-3636
Cell (780) 841-1680

From: Carol Gabriel **On Behalf Of** Bill Kostiw
Sent: Wednesday, December 01, 2010 3:20 PM
To: John Klassen; Council
Subject: FW: Tompkin's Landing today

Carol Gabriel
Executive Assistant
Mackenzie County
P.O. Box 640, 4511-46 Avenue,
Fort Vermilion, AB T0H 1N0
Direct: 780.927.3719 ext. 2224
Main Line: 780.927.3718
Toll Free: 1.877.927.0677
Cell: 780.926.7246

From: Bill Gish [<mailto:Bill.Gish@gov.ab.ca>]
Sent: Wednesday, December 01, 2010 2:47 PM
To: Bill Kostiw
Subject: FW: Tompkin's Landing today

Bill

It looks like you can start building your ice bridge soon.

Bill

From: Bernard Trevor
Sent: Tuesday, November 30, 2010 3:40 PM
To: Rommel Directo
Subject: Tompkin's Landing today

cc Info

Carol Gabriel

From: John Klassen
Sent: Thursday, December 02, 2010 8:16 AM
To: Dicky Driedger; Bill Kostiw
Cc: Council
Subject: RE: Tompkin's Landing today

He claims to have himself plus three employees.

John Klassen
Director Of Operations (South)
Mackenzie County
Phone (780) 928-3983
Fax (780) 928-3636
Cell (780) 841-1680

From: Dicky Driedger [<mailto:dicky@mackenziecounty.com>]
Sent: Thursday, December 02, 2010 7:42 AM
To: John Klassen; Bill Kostiw
Cc: Council
Subject: FW: Tompkin's Landing today

We need to make sure he has a crew ready to start chopping , as it is frozen in very rough this year.

From: John Klassen [<mailto:jklassen@mackenziecounty.com>]
Sent: Wednesday, December 01, 2010 4:38 PM
To: Bill Kostiw; Council
Cc: Bill Gish; Rommel Directo
Subject: RE: Tompkin's Landing today

I just spoke with John Neudorf and he claims the river is still rising and there is about 8-10 feet of open water at the edges which is keeping him from entering the river to start working on the bridge, he is monitoring the river on a daily basis and will start as soon as the situation allows.

John Klassen
Director Of Operations (South)
Mackenzie County
Phone (780) 928-3983
Fax (780) 928-3636
Cell (780) 841-1680

From: Carol Gabriel **On Behalf Of** Bill Kostiw
Sent: Wednesday, December 01, 2010 3:20 PM
To: John Klassen; Council
Subject: FW: Tompkin's Landing today

Carol Gabriel
Executive Assistant
Mackenzie County

Carol Gabriel

From: Bill Gish [Bill.Gish@gov.ab.ca]
Sent: Wednesday, December 01, 2010 2:47 PM
To: Bill Kostiw
Subject: FW: Tompkin's Landing today
Attachments: IMG_4324.JPG

Bill

It looks like you can start building your ice bridge soon.

Bill

From: Bernard Trevor
Sent: Tuesday, November 30, 2010 3:40 PM
To: Rommel Directo
Subject: Tompkin's Landing today

Hi Rommel,

Here's a picture of the ferry crossing our observer's took this morning.

<<IMG_4324.JPG>>

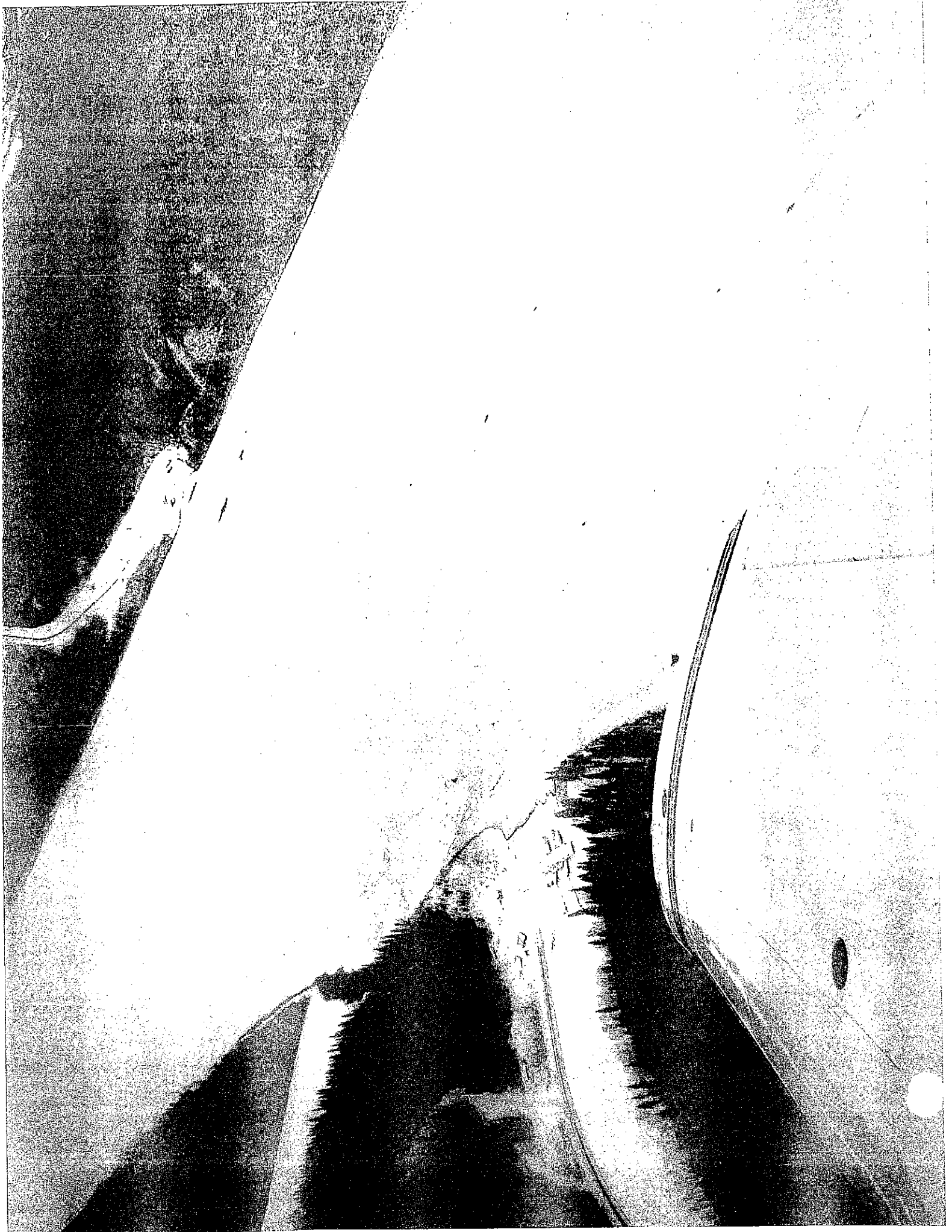
Regards,
Bernard

Bernard Trevor, M.Eng., P.Eng.
River Hydraulics and Ice Engineer

River Forecast Section
Water Management Operations
Alberta Environment
11th Floor Oxbridge Place
9820 - 106 Street
Edmonton, Alberta
T5K 2J6

phone: (780) 644-1192
fax: (780) 422-0262
email: Bernard.Trevor@gov.ab.ca

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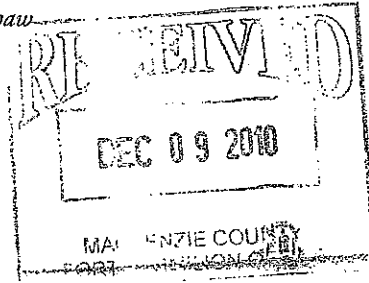


Handwritten initials.



ALBERTA
TOURISM, PARKS AND RECREATION

Office of the Minister
MLA, Calgary-Shaw



AR21289

December 2, 2010

Mr. Bill Neufeld, Reeve
Mackenzie County
PO Box 640
Fort Vermilion, Alberta T0H 1N0

Dear Mr. Bill Neufeld:

Ministry of Tourism, Parks and Recreation is responsible for sport and recreation in Alberta, and I am pleased to invite you to consider submitting a bid for the right to host the 2014 Alberta Winter Games in your community. Enclosed, for your information, is a brochure with details on how to apply.

The successful host community is given the opportunity to showcase its talents to approximately 2400 participants from all regions of the province, as well as to attract numerous spectators and special guests. Communities with populations of less than 10,000 are encouraged to join together with neighbouring communities to submit a joint bid.

The community awarded the 2014 Alberta Winter Games will receive base financial support to cover operational, cultural and legacy aspects of the Games.

The *Guidelines for Communities Bidding to Host the 2014 Alberta Winter Games* is available from the Alberta Sport, Recreation, Parks and Wildlife Foundation (ASRPWF) upon request or visit www.albertagames.com to assist you in preparing your bid.

In addition, staff of the ASRPWF are available to provide consultative assistance if required. For additional information, please contact Mr. Dennis Allen, ASRPWF, toll-free by dialing 310-0000 followed by (403) 297-2729; or e-mail dennis.allen@gov.ab.ca.

We look forward to receiving your application.

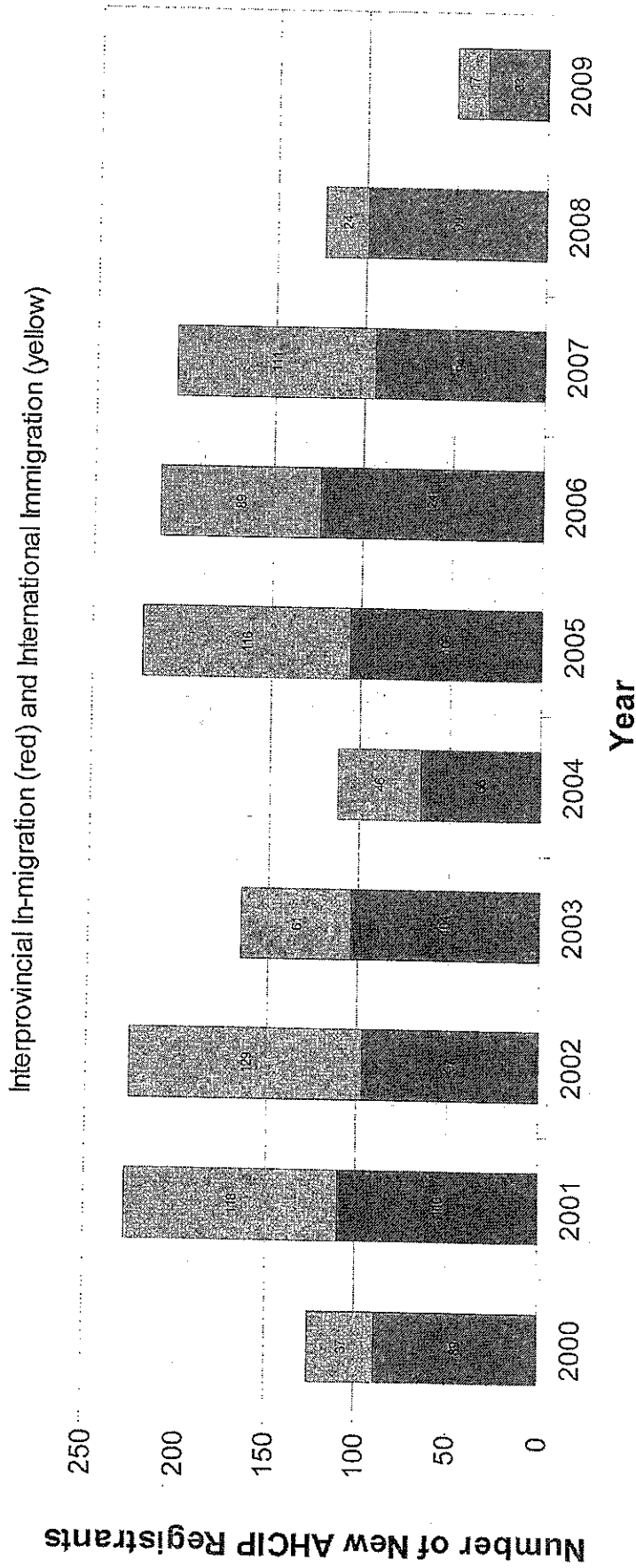
Sincerely,

Cindy Ady
Minister of Tourism, Parks and Recreation
MLA, Calgary-Shaw

Enclosure

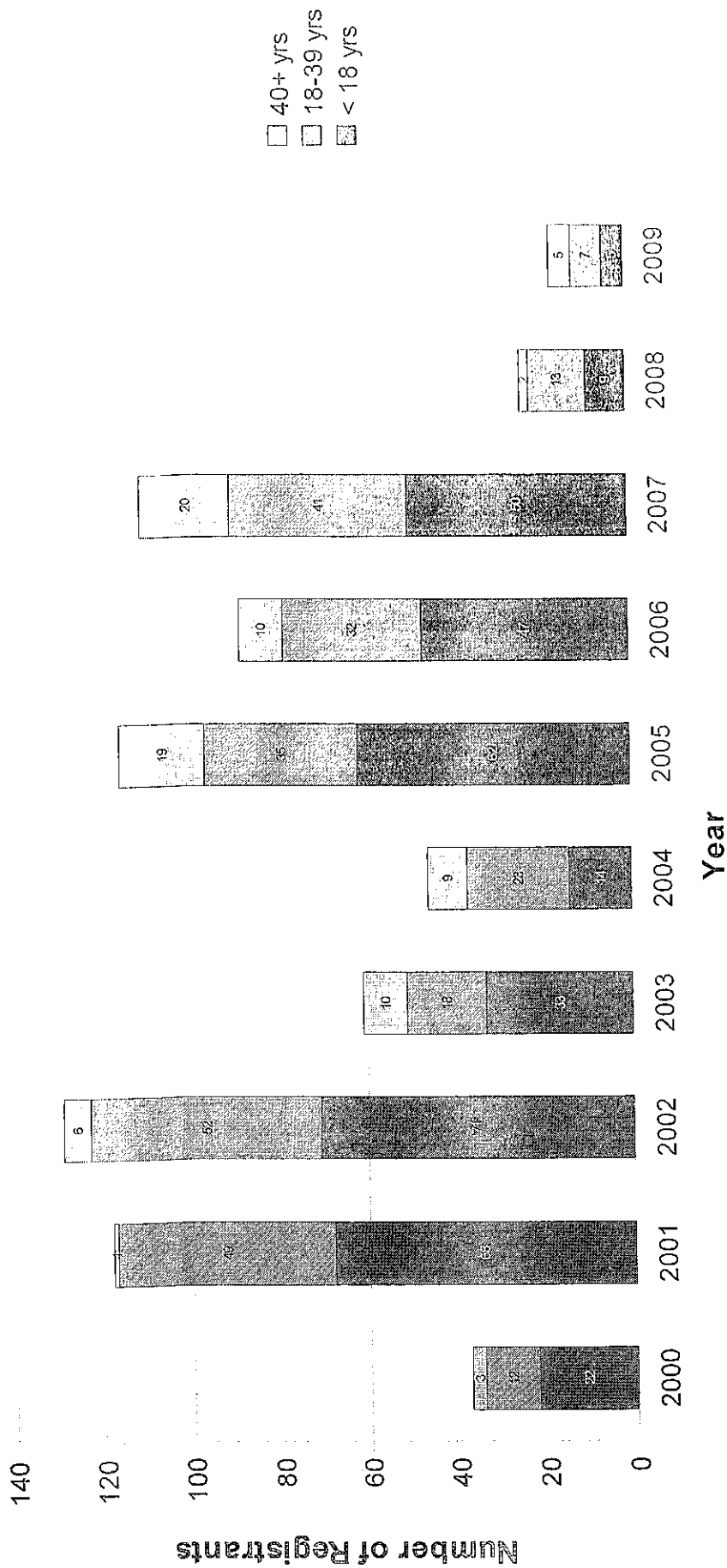
cc: Alberta Sport, Recreation, Parks and Wildlife Foundation

Number of New Alberta Health Care Insurance Plan Registrations in Mackenzie County



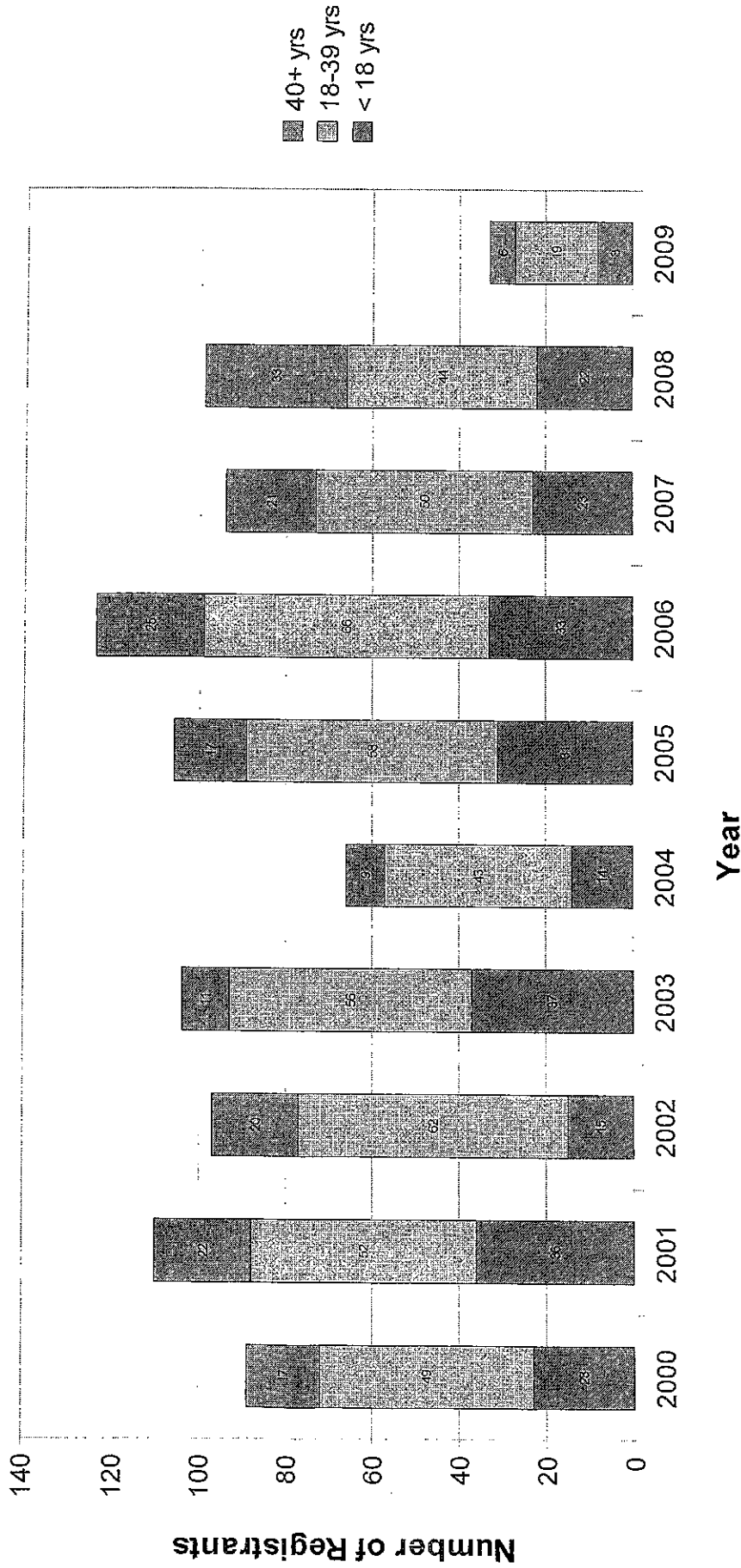
Mackenzie County International In-Migration

New Registrants with the Alberta Health Care Insurance Plan



Mackenzie County Interprovincial In-Migration

New Registrants with the Alberta Health Care Insurance Plan



Number of New Mackenzie County Residents ^{1, 2, 3} Registered for Coverage under the Alberta Health Care Insurance Plan

By indicated Year of Arrival in Alberta

Year	Originating from another Canadian Province ⁴				Total	Originating from another Country				Total
	Age at In-Migration					Age at In-Migration				
	<18	18-39	40+		<18	18-39	40+			
2000	23	49	17	89	22	12	3	37		
2001	36	52	22	110	68	49	1	118		
2002	15	62	20	97	71	52	6	129		
2003	37	56	11	104	33	18	10	61		
2004	14	43	9	66	14	23	9	46		
2005	31	58	17	106	62	35	19	116		
2006	33	66	25	124	47	32	10	89		
2007	23	50	21	94	50	41	20	111		
2008	22	44	33	99	9	13	2	24		
2009	8	19	6	33	5	7	5	17		
10-Year Average	24	50	18	92	38	28	9	75		

¹ excludes members of Armed forces and RCMP, people in Federal penitentiaries and people choosing not to participate in Alberta Health Care Insurance Plan (AHCIP)

² Individuals selected using residence mailing address postal codes as follows:

T0H 4E0 Zama City	Mackenzie #23 Census SubDivision
T0H 4G0 Garden River	Mackenzie #23 Census SubDivision
T0H 4A0 Buffalo Head Prairie	Mackenzie #23 Census SubDivision
T0H 2P0 Meander River	Mackenzie #23 Census SubDivision
T0H 2H0 La Crete	Mackenzie #23 Census SubDivision
T0H 1N0 Fort Vermillion	Mackenzie #23 Census SubDivision
T0H 3X0 John d'Or Prairie	John d'Or Prairie IR #215 Census SubDivision
T0H 0S0 Chateh	Hay Lake IR #209 Census SubDivision

Beaver and Tail Cree Nations and other settlements in Mackenzie County are included in Fort Vermilion and Town of High Level postal codes

³ The interprovincial table probably underestimates true in-migration into the region, e.g., many workers from another province working temporarily probably keep their home province health cards if requiring health service.

⁴ Source: Alberta Health Care Insurance Plan, *Population Registry*, November 2010
 Alberta Health Care Insurance Plan, *Central Stakeholder Registry*, November 2010
 Alberta Health and Wellness Postal Code Conversion File, 2010

NOVEMBER 2010

Traffic Accidents	39
Provincial Traffic Offences	34
Impaired Operation	2
Provincial Statutes (Except	26
Weapons Offences	2
Other Criminal Code	31
Crimes Against Person	34
Crimes Against Property	38
Drug Offences	1
False Alarms	6
False/Abandoned 911 Calls	11
Criminal Record Checks	41
Total Calls for Service	344

The Fort Vermilion detachment traffic priorities for the month of December is Impaired Driving. The Fort Vermilion staff will be conducting Checkstops during the month of December.

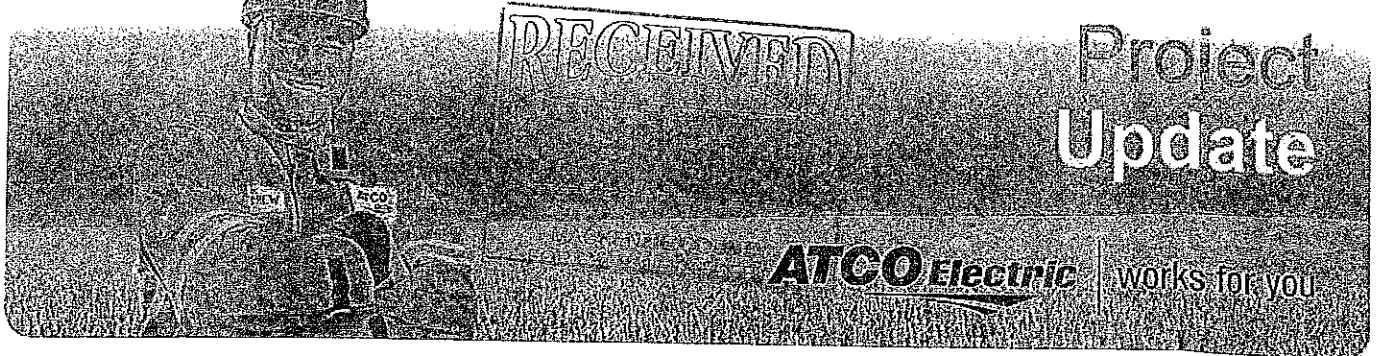
Fort Vermilion's newest constable has arrived. Constable Maitre is a recent graduate from the RCMP academy.

Fort Vermilion detachment would like to advise the public that the La Crete sub office is staffed Monday to Friday 8:15 to 12:00 and 1:00 to 4:30. The La Crete sub office staff is available to assist the public with policing needs, such as collision report, criminal record check and any type of police assistance requests.

The Fort Vermilion policing priorities continue to be Youth, Illegal Drugs, Traffic and Visibility.

T.R. Love, S/Sgt.

cc info.



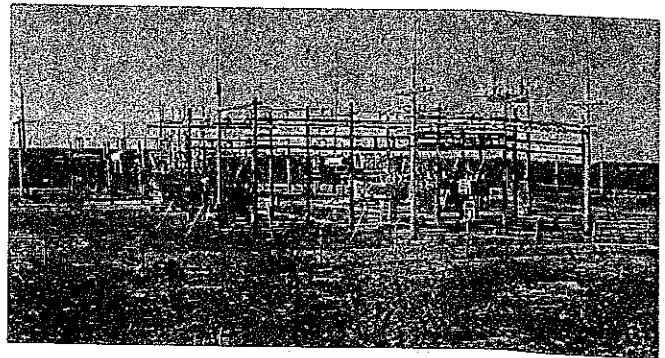
November 2010

Arcenciel to Ring Creek 144 kV Transmission Project

Why are you receiving this update?

In March 2010, we notified landowners, occupants, agencies and interested parties about proposed new developments and upgrades to power transmission facilities in the Rainbow Lake area.

ATCO Electric is providing an update to the project.



Project details

Several new 144 kV transmission power lines are proposed as part of this project, including:

- About 100 km of new transmission line (to be called 7L113) between the new Arcenciel substation and existing Ring Creek substation.
- Two new transmission lines (to be called 7L112 and 7L109), each about 5 km long between existing Rainbow Lake substation and new Arcenciel.
- Reterminate two existing transmission lines (called 7L93 and 7L64) at the new Arcenciel substation.

The proposed Arcenciel substation is located about 10 km southeast of the town of Rainbow Lake, in SE 32-109-8-W6M. If approved, the substation will house various 144 kV electrical and communication equipment.

Modification to the Ring Creek substation will involve the addition of two 144 kV circuit breakers and installation of related electrical and communications equipment.

Project need

When upgrades to Alberta's electrical system are needed, they are identified by a not-for-profit organization with a public interest mandate called the Alberta Electric System Operator (AESO).

AESO has identified the need for upgrades in the Rainbow Lake area to maintain reliability and to increase load-carrying capacity of the transmission system.

Application and approval process

ATCO Electric has submitted a Facility Application to the Alberta Utilities Commission (AUC) for the construction and operation of the proposed transmission facilities.

For more information on the AUC and their process, please refer to the AUC brochure entitled, *Public Involvement in Needs or Facilities Applications* mailed in the March 2010 Project information package, or at the AUC website (www.auc.ab.ca/news-room/brochures).

Updated Project Timeline

June 2010

Application to the Alberta Utilities Commission (AUC)

November - December 2010

If approval is granted by AUC, construction will commence on transmission lines, followed by development of the substation.

April 2012

Facilities completed and operating

Optimizing new ways with the Eplans

ATCO Electric

Albertans count on us for the safe, reliable and cost-effective delivery of electricity to their homes, farms and businesses. We have delivered electricity to Albertans for more than 80 years.

Headquartered in Edmonton, ATCO Electric has 38 service offices serving nearly two-thirds of the province in northern and east-central Alberta.

We help keep the lights on across the province by building, operating and maintaining more than 69,000 kilometres of transmission and distribution power lines. We also operate an additional 12,000 kilometres of distribution power lines on behalf of Rural Electrification Associations.

We are committed to responsible development and environmental practices. We conduct an open and transparent consultation process, carefully considering the impacts to landowners, communities and the environment.

Get involved

If you have provided feedback on this project – thank you. Your comments and concerns are important to us. For more information please contact us - toll free 1-866-600-0022 or direct:

Laurie Jenkin
ATCO Electric Ltd.
10035-105 Street
Edmonton, AB T5J 2V6

Telephone: 780-420-5535
Toll free: 1-866-600-0022
Fax: 780-420-5030
Email: laurie.jenkin@atcoelectric.com

Website: www.atcoelectric.com

cc Info

Manning veterinary is no longer offering large animal care

Ashley Foley

With talk of the possibility of Wendy Quist, from Frontier Veterinary Services in Fort Vermilion leaving, residents have been discussing the possibility of the vet in Manning being the closest clinic specializing in large animals, especially cattle.

However, Dewey Stickney, from Notikewin Veterinary Hospital in Manning, says, "I've stopped doing large animals."

"It's been years, probably a least five years, if not longer," says Stickney in regards to his retirement in large animals. "I'm still running a practice down here, but I'm basically just doing companion animals."

Stickney says he is still licensed to do large animals, and according to Alberta Veterinary Medical Association website he is qualified as a Large Animal Facility (LAF), Small Animal Facility (SAF), Large Animals Ambulance (LAA) and Mixed.

However, he does not advertise his service for large animal and no longer accepts large animals clients on a regular basis.

Stickney had offered large animal services to Northern Alberta for over 30 years. At one time he owned the vet clinic in Manning, Fort Vermilion (1990-2003), and also held scheduled hours in an office in High Level.

"So I'm quite familiar

with the circumstances up there," says Stickney.

He says the main reasons he decided to no longer offer large animal services was due to the "economics, the hours and the type of work."

He also says he quit because he was the sole large animal veterinarian for the area, just as Wendy Quist currently is.

"It's probably borderline inhumane," says Stickney, in reference to the hard work and hours worked for the amount of pay that is involved in large animal practices.

With the two large animal veterinarians offering cattle services in the region no longer available (Wendy

CONTINUED ON PAGE 2

INSIDE THIS EDITION

FORT CUSTOMER
APPRECIATION DAY
SEE PAGES 4-5

QUESTION OF
THE WEEK
SEE PAGE 2

Continued from front page...

Manning veterinary is no longer offering large animal care

Quist from Fort Vermilion and Dewey Stickney from Manning), farmers have little to no professional medical assistance for their animals.

"The closest clinics that would be doing large animals medicine would be Grimshaw [Mighty Peace Veterinarian Clinic], or Peace River [Peace River Veterinarian Clinic]," says Stickney.

Jocelyn Stickney, from Mackenzie Veterinary

Services in High Level, says they do offer medical services for horses; however, do not specialize in any other large animals, such as cattle.

Dewey Stickney says although we may be entering a veterinarian crisis, he has faith the communities will get by without a vet, if it comes to that.

"It's not the first time and it won't be the last time that rural communities have been without vet serv-

ice," he says. "You just have to make due with whatever they can."

Stickney explains it's a slippery slope. The demand is high for the services to be available, but when they become available, people do not necessarily take advantage of them.

"I found that there was a lot of enthusiasm about getting a vet in to a community but the same people hope like hell you'd be

there but then also hope like hell they don't need you."

Stickney also mentioned that fewer and fewer large animal veterinarians are entering the work field anymore.

"Probably 90 per cent or more are just going into companion animals," he says, for the reasons stated above.

Albertalocalnews.com

cc [Signature]

 PRINTTHIS

Red Deer Advocate

Septic rules called too tough

By Paul Cowley - Red Deer Advocate

Published: November 26, 2010 8:19 AM

Lacombe County council raised concerns on Thursday that proposed rules for limiting the disposal of septic waste on farmland are too restrictive.

Alberta Environment has been working with the Alberta Association of Municipal District and Counties to develop a discussion paper containing guidelines on when it will be allowable to dispose of septic waste on farmland — a common practice — instead of trucking it to a treatment facility.

A pilot project has been set up in the central region to get feedback from municipalities to develop guidelines to identify when disposing of septic waste on farmland would not be allowed.

It has been proposed that land disposal would not be allowed within the drainage areas around lakes up to a maximum of 10 kilometres from the lakeshore.

It is also suggested that if a disposal facility is within 50 kilometres of the site where the waste came from it must be taken for treatment and not spread on farmland.

County commissioner Terry Hager pointed out considerable areas, especially around Gull Lake, would be off limits to spreading, according to preliminary maps provided by Alberta Environment.

Also, if more land owners are required to use treatment facilities, such as one at Mirror, the county may have to boost staffing and monitoring at the site to avoid hydrocarbon contamination and other similar treatment issues.

County Reeve Ken Wigmore questioned the 50-km requirement.

“My feeling is we should send a comment that 50 kilometres is a bit much.”

Having to truck waste that far could be very costly for property owners, said Councillor Keith Stephenson.

Councillor Rod McDonald called the 10-km and 50-km proposals “pretty restrictive.”

He proposed a motion for county staff to pass on council’s reservations about the proposed standards to Alberta Environment and the association of municipal districts and counties septage management advisory committee.

Making the rules too restrictive could backfire, suggested Councillor Dana Kreil.

“I think if you keep it restrictive you’re going to encourage people to break the rules.”

pcowley@reddeeradvocate.com

North America Asset Map

Carte des biens nord'américains

1	Canadian Mainline	15	TQM	29	Cancarb
2	ANR	16	Alaska	30	Bruce Power
3	Alberta System	17	Mackenzie Valley	31	Halton Hills
4	Footfills	18	Keystone	32	Portlands Energy
5	GTN	19	Keystone XL	33	Bécancour
6	North Baja	20	Groundbirch	34	Cartier Wind
7	Great Lakes	21	Horn River	35	Grandview
8	Northern Border	22	Bear Creek	36	Kibby Wind
9	Tuscarora	23	Mackay River	37	TC Hydro
10	Iroquois	24	Redwater	38	Ocean State Power
11	PNQTS	25	Sundance A	39	Ravenswood
12	Guadalajara	26	Sundance B	40	Coolidge
13	Bison	27	Sheerness	41	Edson
14	Tamazunchale	28	Carseland	42	CrossAlta

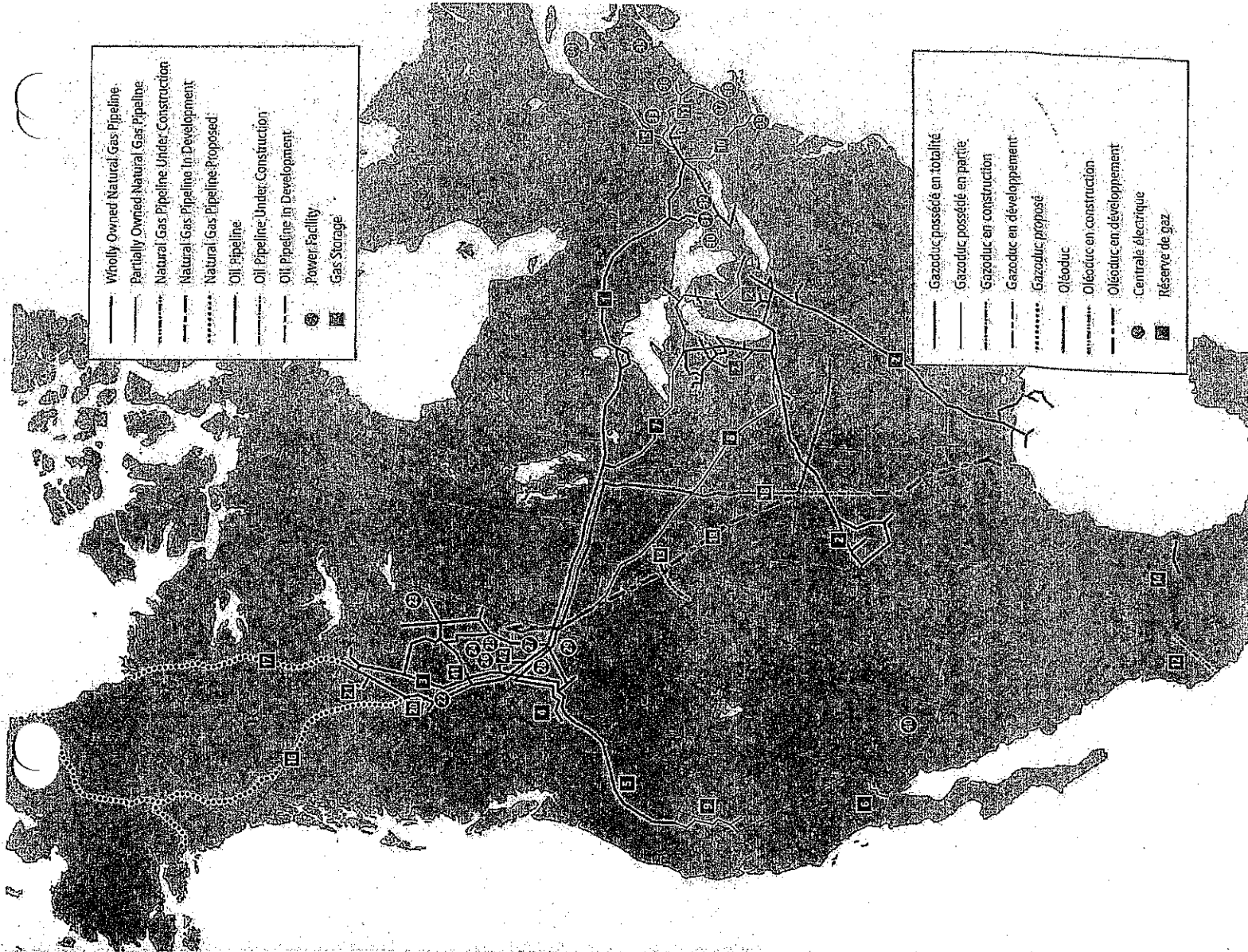
With more than 50 years' experience, TransCanada is a leader in the responsible development and reliable operation of North American energy infrastructure including natural gas and oil pipelines, power generation and gas storage facilities. TransCanada's network of wholly owned natural gas pipelines extends more than 60,000 kilometres (37,000 miles), tapping into virtually all major gas supply basins in North America. TransCanada is one of the continent's largest providers of gas storage and related services with approximately 380 million cubic feet of storage capacity. A growing independent power producer, TransCanada owns, or has interests in, over 10,800 megawatts of power generation in Canada and the United States. TransCanada is developing one of North America's largest oil delivery systems. TransCanada's common shares trade on the Toronto and New York stock exchanges under the symbol TRP. For more information visit: www.transcanada.com.

Avec plus de 50 années d'expérience, TransCanada est un chef de file de l'aménagement responsable et de l'exploitation fiable d'infrastructures énergétiques en Amérique du Nord, y compris des gazoducs et oléoducs, des installations de production d'électricité, des installations de stockage de gaz naturel. Le réseau de pipelines détenus en propriété exclusive par TransCanada s'étend sur plus de 60 000 km (37 000 milles) et permet d'accéder à la quasi-totalité des grands bassins d'approvisionnement gaziers en Amérique du Nord. TransCanada est l'un des plus importants fournisseurs de stockage de gaz naturel et de services connexes avec une capacité de stockage d'environ 380 milliards de pieds cubes. Producteur d'énergie indépendant en pleine croissance, TransCanada est propriétaire ou détient des intérêts dans des installations qui produisent plus de 10 800 mégawatts d'énergie au Canada et aux États-Unis. TransCanada développe un des systèmes de distribution d'huile les plus importants d'Amérique du Nord. Les actions ordinaires de TransCanada sont cotées à la bourse de Toronto et à celle de New York sous le symbole TRP. Pour de plus amples renseignements, consultez le site Web : www.transcanada.com.



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B.P. CC

Carol Gabriel

From: Greg Thompson [greg.thompson@gov.ab.ca]
Sent: Monday, November 29, 2010 3:47 PM
To: pat.cabezas@denetha.ca; James.Barnhill@Husky.energy.com; pwiebeb12@gmail.com;
 scott.miller@Littleredriverforestry.ca; Don Roberts; Lisa Wardley; kbadger@telusplanet.net;
 Paul.kitchen@tolko.com; rschmidt@highlevel.ca; john.Priest@pyramidcorporation.com;
 roffrey@rainbowlake.ca; harvey.sewepagaham@Littleredriverforestry.ca;
 Megan.bridger@apachecorp.com; Bill Kostiw; lorne.bulldog@yahoo.ca;
 shane.ramteemal@rcmp-grc.gc.ca
Subject: FW: Prescribed Fire
Attachments: Prescribed Fire 2010 Fire on Horizon Poster Peace River colour 11x17 Print Ready FINAL.pdf

Good Afternoon,

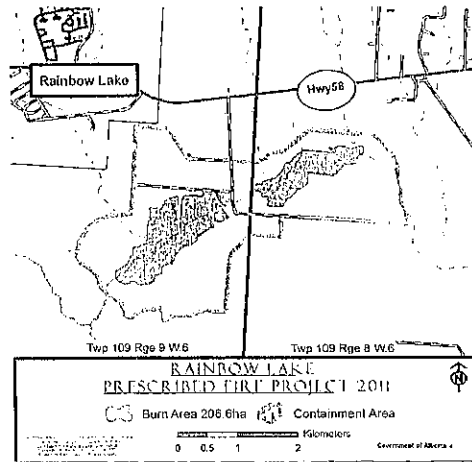
Here is a poster that was done to inform people of of the prescribed burn and a date/time for a public meeting being held in Rainbow Lake. Please forward this on to anybody you think might be interested.

GREG THOMPSON
 WILDFIRE RANGER
 UPPER HAY AREA
 PHONE: (780) 926-5416
 CELL: (780) 841-7652
 E-MAIL: GREG.THOMPSON@GOV.AB.CA

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FIRE ON THE HORIZON

RAINBOW LAKE PRESCRIBED FIRE 2011



FIND OUT MORE ABOUT THE RAINBOW LAKE PRESCRIBED FIRE

Sustainable Resource Development is planning a prescribed fire near the Town of Rainbow Lake in the spring of 2011 to help protect the community from the threat of wildfire.

Forestry staff invite you to a public presentation and a question and answer segment about this project.

Date: Thursday, December 9, 2010

Location: Rainbow Lake Rec Centre

Time: open house 5:00 p.m. – 9:00 p.m.

***Presentation scheduled for 7:00 p.m.**

WHAT IS PRESCRIBED FIRE?

Prescribed fire helps restore ecosystems, promote healthy and resilient forests and reduces the potential for large, fast-moving wildfires.

By reintroducing fire on the landscape in a controlled manner, we can help restore the natural balance of our forests while achieving other important objectives like protecting Albertans and their communities.

A significant amount of planning, science and consultation goes into each of Alberta's prescribed fires. The Alberta Government teams up with community partners to identify prime areas for prescribed fires and works together to achieve shared objectives. During the planning process, a specific set of conditions are identified to ensure the safe and successful execution of each prescribed fire.

For more information call Dana Williams in the Footner Lake office toll free by dialling 310-0000.

Government
of Alberta

Alberta

Carol Gabriel

Info cc

From: Lisa Wardley [lisa@mackenziecounty.com]
Sent: Monday, November 29, 2010 8:52 AM
To: Carol Gabriel
Subject: FW: CT Scanner

Carol

Please forward to Council for information

Lisa Wardley
Lisa Wardley
Mackenzie County
Councilor Ward 10 - Zama
Hm: 780-683-2384
Cell: 780-841-5799
lisa@mackenziecounty.com

I am here to help you celebrate... your life } your story } your way.
Creative Memories www.mycmsite.com/zamacity

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

From: Clark McAskile [<mailto:cmcaskile@incentre.net>]
Sent: November 27, 2010 11:32 PM
To: Brad Cardinal; Noreen McAteer; Sandi Mann; Crystal McAteer; Jo Bentley; Lisa Wardley; Eric Jorgensen; Ray Toews; Wendy Ward; Tim Driedger; Joyce Fehr; Mary Janzen; Gord Bunnell; Angie Mann
Subject: CT Scanner

Good Evening

I have been informed that our MLA Frank Oberle has announced the placement of a CT scanner in the region represented by the True North HAC. I have also been informed that this has come directly from the Office of the Minister of Health who ordered the purchase of this equipment.

There are no other details released as yet, but I am sure we will learn more in the coming week.

It is my opinion that this is another example of what the True North HAC can achieve if we work together towards the common goal of improving health care in northwest Alberta.

Congratulations, lets keep up the good work.

Clark.

Carol Gabriel

From: ACNMail@gov.ab.ca
Sent: Tuesday, November 30, 2010 11:32 AM
To: Carol Gabriel
Subject: News Release - 5-year Health Action Plan sets clear course for health system ~29583~

News Release

November 30, 2010

5-year Health Action Plan sets clear course for health system

Edmonton... Reduced wait times for surgeries, quicker access to cancer treatment and more continuing care options are some of the improvements Albertans can expect as part of a new health action plan released by the Government of Alberta and Alberta Health Services (AHS).

Becoming the Best: Alberta's 5-year Health Action Plan provides Albertans clear direction on what they can expect from their health care system over the next 5 years. Alberta is the only province in Canada to have a 5-year health funding commitment in place. *Becoming the Best* provides the detailed targets the province and AHS will use to drive further improvements in the health care system.

Some highlights Albertans can expect to see under the plan include:

- **reduced wait times** for hip surgery (60% reduction in wait times);
- **quicker access** to radiation oncologists for patients (70% reduction in wait times)
- **faster treatment** at emergency departments (90% of patients to be treated and admitted to hospital within 8 hours, and 90% of patients to be treated and released within 4 hours);
- **more spaces** for continuing care (68% increase in the number of people moved out of a hospital bed and into a community care setting); and, an
- **emphasis on wellness** to keep Albertans healthy (32% increase in child immunization rates).

"Our government has a clear plan for Alberta's publicly funded health care system," said Gene Zwozdesky, Minister of Health and Wellness. "It began with the establishment of one health authority, followed by an historic 5-year funding commitment and then the introduction of an Alberta Health Act. This new *5-year Health Action Plan* builds on our commitment to create the best-performing publicly funded health system in Canada. It's what Albertans told us they expect and it's what we are delivering on."

"The Health Action Plan clearly defines short and long-term goals for AHS that will ensure Albertans have access to quality health care," said Dr. Chris Eagle, Acting President and Chief Executive Officer for Alberta Health Services. "With the stability provided by the 5-year funding plan, AHS is committed to delivering on these goals and being accountable to all Albertans."

Some short-term actions to be included by March 2012 include:

- adding 360 more hospital beds and 3,000 more surgeries;

- expanding HealthLink (a 24/7 nurse telephone advice and health information service);
- adding 2,300 more continuing care spaces;
- adding 65 more mental health staff to schools and clinics; and
- launching a Wellness Forum involving community, business, and health leaders.

Some mid-to-long-term actions to be completed by March 2015 include:

- adding 2 more radiation therapy centres, one in Red Deer and one in Grande Prairie. These are in addition to the radiation therapy centre opened in Lethbridge this year;
- adding 3,000 more continuing care beds on top of the 2,300 listed under the short-term actions; and
- introducing new programs that promote healthy eating and active living.

These actions complement the initiatives outlined in the government's Health Workforce Action Plan, which will ensure Alberta's health workforce has the capacity to make these systemic changes happen.

The *5-year Health Action Plan* sets out clearly defined targets for health system performance and outlines how AHS, the Government of Alberta and their health care partners will work together to meet those targets. Albertans will be able to track the progress of the health system against these targets online.

The College of Physicians and Surgeons of Alberta; the College and Association of Registered Nurses of Alberta; the Alberta College of Pharmacists; and the Health Quality Council of Alberta provided input and advice that was used to develop the *5-year Health Action Plan* and a set of 50 supporting performance measures.

View *Becoming the Best: Alberta's 5-year Health Action Plan* and the accompanying performance measures at www.health.alberta.ca or at www.albertahealthservices.ca.

The Alberta government has a clear plan for a strong economic recovery. An important part of *The Way Forward* is maintaining support for programs and services Albertans need most, such as health care, education and safe and vibrant communities. For more information on the plan visit Alberta.ca.

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Media inquiries may be directed to:

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The following document has been posted to the Government of Alberta website to view this document online and/or additional information/background
<http://www.alberta.ca/acn/201011/295839DF238F4-CD03-DB4E-8E7ED1642C5B159B.html>

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