

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

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

**Council Chambers
Fort Vermilion, Alberta**

AGENDA

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CALL TO ORDER:	1.	a)	Call to Order	
AGENDA:	2.	a)	Adoption of Agenda	7
ADOPTION OF PREVIOUS MINUTES:	3.	a)	Minutes of the February 9, 2010 Regular Council Meeting	11
BUSINESS ARISING OUT OF THE MINUTES:	4.	a) b)		
DELEGATIONS:	5.	a) b)	Henry Fehr, Northpoint Business Park – 4:30 p.m.	
GENERAL REPORTS:	6.	a) b)		
PUBLIC HEARINGS:	7.	a)	None	
TENDERS:	8.	a)	None	
COUNCIL COMMITTEE, CAO AND DIRECTORS REPORTS:	9.	a)	None	

CORPORATE SERVICES:	10.	a)	General Operating Reserve Policy RESV01 and General Capital Reserve Policy RESV02	29
		b)	Electoral Boundary Review & Municipal Census Projects	37
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		h)		
		i)		
OPERATIONAL SERVICES:	11.	a)	Railway	55
		b)		
		c)		
PLANNING AND DEVELOPMENT:	12.	a)	North Point Business Park Ltd. (NE 10-106-15-W5M La Crete) Sewer Lift Station Design Review Costs	57
		b)		
		c)		
EMERGENCY AND ENFORCEMENT SERVICES:	13.	a)		
		b)		
		c)		
INFORMATION / CORRESPONDENCE:	14.	a)	Information/Correspondence Items	63

**IN CAMERA
SESSION:**

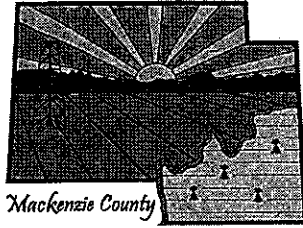
- 15. a) Mustus Energy – Electrical Power Contract
- b) Town of High Level Arbitration
- c) CO₂ EOR Negotiations
- d)
- e)

**NEXT MEETING
DATE:**

- 16. a) Regular Council Meeting
Tuesday, February 9, 2010
10:00 a.m.
Council Chambers, Fort Vermilion, AB

ADJOURNMENT:

- 17. a) Adjournment



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	February 24, 2010
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Minutes of the February 9, 2010 Regular Council Meeting

BACKGROUND / PROPOSAL:

Minutes of the February 9, 2010 Regular Council meeting are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

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

Author: C. Gabriel

Review by: _____


CAO

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Tuesday, February 9, 2010
10:00 a.m.**

**Council Chambers
Fort Vermilion, Alberta**

PRESENT:

Greg Newman	Reeve
Walter Sarapuk	Deputy Reeve
Peter F. Braun	Councillor
Dicky Driedger	Councillor
John W. Driedger	Councillor
Ed Froese	Councillor
Bill Neufeld	Councillor
Ray Toews	Councillor (<i>joined via teleconference from 1:35 p.m. to 1:49 p.m.</i>)
Lisa Wardley	Councillor
Stuart Watson	Councillor

ABSENT:

ADMINISTRATION:

William (Bill) Kostiw	Chief Administrative Officer
Joulia Whittleton	Director of Corporate Services
John Klassen	Director of Operations (South)
Dave Crichton	Director of Operations (North)
Mary Jo Van Order	Director of Planning & Development
Carol Gabriel	Executive Assistant

ALSO PRESENT: Media

Minutes of the Regular Council meeting for Mackenzie County held on February 9, 2010 at the Council Chambers in Fort Vermilion, Alberta.

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

Reeve Newman called the meeting to order at 10:08 a.m.

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

MOTION 10-02-087 **MOVED** by Councillor Watson

That the agenda be adopted with the following additions:
15. c) Zama Cornerstone Building
10. j) Public Lands

CARRIED

**ADOPTION OF
PREVIOUS MINUTES:**

3. a) Minutes of the January 27, 2010 Regular Council Meeting

MOTION 10-02-088

MOVED by Councillor Wardley

That the minutes of the January 27, 2010 Regular Council meeting be adopted as presented.

CARRIED

**BUSINESS ARISING
OUT OF THE MINUTES:**

4. a) None

DELEGATION:

5. a) None

GENERAL REPORTS:

6. a) Mackenzie Housing Management Board Meeting Minutes – December 14, 2009

MOTION 10-02-089

MOVED by Councillor Wardley

That the Mackenzie Housing Management Board meeting minutes of December 14, 2009 be received for information.

CARRIED

MOTION 10-02-090

MOVED by Deputy Reeve Sarapuk

That Council request information on the Mackenzie Housing rent structure.

CARRIED

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

9. a) Council Committee Reports

Councillor Froese reported on the Municipal Planning Commission, REDI forestry luncheon, and the Growing the North Conference in Grande Prairie.

Councillor Braun reported on the Mackenzie Waste Management, La Crete Library teleconference, Municipal Planning Commission, Finance Committee meeting and the Committee of the Whole meeting.

Reeve Newman reported on the meeting with Ag Canada, Growing the North Conference in Grande Prairie and the ISL

Engineering awards night in Calgary.

Deputy Reeve Sarapuk reported on the Public Advisory Committee meeting, Growing the North Conference in Grande Prairie, Northern Lights Forest Education Society meeting, Equipment Committee meeting, Finance Committee meeting, meeting with MP Chris Warkentin and the REDI forestry luncheon.

Councillor J. Driedger reported on the Equipment Committee meeting, Community Futures, Growing the North Conference in Grande Prairie, new La Crete shop, and the meeting with MP Chris Warkentin.

Councillor Watson reported on the Mackenzie Waste Management and the Finance Committee meeting.

Councillor Wardley reported on the Zama Building meeting, Zama Fire Guard project, Airport Committee meeting, and the REDI workshop.

Councillor D. Driedger reported on the ASB Conference.

Councillor Neufeld reported on the La Crete Building Committee meeting, Airport Committee meeting, and the ASB Conference.

MOTION 10-02-091

MOVED by Councillor Watson

That the Council committee reports be received for information.

CARRIED

9. b) CAO & Director Reports

MOTION 10-02-092

MOVED by Councillor Neufeld

That administration research establishing an Inter-Municipal Subdivision & Development Appeal Board (ISDAB) with the MD of Opportunity to be brought back to Council.

CARRIED

MOTION 10-02-093

MOVED by Councillor D. Driedger

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

CARRIED

Reeve Newman recessed the meeting at 11:25 a.m. and reconvened the meeting at 11:35 a.m.

CORPORATE SERVICES:

10. a) Bylaw 754/10 Mackenzie County Corporate Office Expansion Borrowing Bylaw

MOTION 10-02-094
Requires 2/3

MOVED by Deputy Reeve Sarapuk

That first reading be given to Bylaw 754/10 being a borrowing bylaw for the Mackenzie County Corporate Office Expansion.

CARRIED

10. b) AAMD&C Member Visit

MOTION 10-02-095

MOVED by Councillor Braun

That the AAMD&C member visit with Council be scheduled for March 9, 2010 at 9:00 a.m.

CARRIED

10. c) AAMD&C Mayors' & Reeves' Meeting

MOTION 10-02-096

MOVED by Deputy Reeve Sarapuk

That the AAMD&C Mayors' & Reeves' meeting be received for information.

CARRIED

10. d) La Crete Chamber of Commerce Annual General Meeting

MOTION 10-02-097

MOVED by Councillor Froese

That Councillors be invited to attend the La Crete Chamber of Commerce Annual General Meeting on February 19, 2010.

CARRIED

10. e) Sustainability Plan & Rail Road

MOTION 10-02-098

MOVED by Councillor Froese

That the Sustainability Council Committee meet with Activation Analysis Group to include the rail road portion in the

Sustainability Plan, up to a maximum of \$10,000 in additional funds.

CARRIED

10. g) Mackenzie Regional Community Policing Society

MOTION 10-02-099

MOVED by Councillor Wardley

That Council proclaim April 18 – 24, 2010 as National Victims of Crime Awareness Week and that the County donate to the Mackenzie Regional Community Policing Society/Victim Services Unit banquet and that the Reeve speak at the event.

CARRIED

10. h) 2010 Ratepayers Meetings

MOTION 10-02-100

MOVED by Councillor Braun

That the 2010 annual ratepayer meetings be held as follows:

- June 2, 2010 – La Crete
- June 3, 2010 – High Level/Rocky Lane
- June 8, 2010 – Fort Vermilion
- June 9, 2010 – Zama
- June 14, 2010 – Blue Hills

CARRIED

MOTION 10-02-101

MOVED by Councillor Wardley

That a BBQ be held at each ratepayer meeting.

CARRIED

MOTION 10-02-102

MOVED by Councillor Wardley

That administration bring back format options for the ratepayers meetings.

CARRIED

10. j) Public Lands (ADDITION)

MOTION 10-02-103

Requires Unanimous

MOVED by Councillor Neufeld

That the County lobby government to transfer the operation of public lands from Sustainable Resource Development to Alberta

Agriculture.

CARRIED UNANIMOUSLY

**OPERATIONAL
SERVICES:**

11. a) Rural Water Project

MOTION 10-02-104

MOVED by Reeve Newman

That Council instruct administration to proceed with engineering and design of Phase 1 (Fort Vermilion/La Crete) of rural water as a municipal system.

CARRIED UNANIMOUSLY

Reeve Newman recessed the meeting at 12:10 p.m. and reconvened the meeting at 12:45 p.m.

10. i) Remuneration Review Committee

MOTION 10-02-105

MOVED by Councillor Neufeld

That the 2010 Remuneration Review Committee consist of two Councillors and three Members at Large and that a Terms of Reference be brought back to the next Council meeting before proceeding.

CARRIED

MOTION 10-02-106

MOVED by Councillor J. Driedger

That the following Members at Large be appointed to the 2010 Remuneration Review Committee:

1. Chad Hunley
2. Larry Neufeld
3. Dave Froese

CARRIED

11. b) La Crete Water Treatment Plant

MOTION 10-02-107

MOVED by Deputy Reeve Sarapuk

That the La Crete Water Treatment Plant project be moved in-camera.

CARRIED

11. c) Tompkins Crossing

MOTION 10-02-108

MOVED by Councillor Neufeld

That Council negotiate a renewal agreement with Alberta Transportation for the construction of the Tompkins ice-bridge.

CARRIED

11. d) Highway 88 Base/Paving Project

MOTION 10-02-109

MOVED by Councillor Wardley

That Council write a letter of appreciation to the Premier, Hon. Frank Oberle, and Hon. Luke Ouellette as well as continue to lobby for the completion of all Highway 88 pavement.

CARRIED

11. e) AJA Friesen Road & Water Management Project

MOTION 10-02-110

MOVED by Councillor Neufeld

That Council accept the preliminary design for the AJA Friesen Road & water management project and proceed by request for proposals in two contracts with engineering limited to initial staking.

CARRIED

11. f) West La Crete Road/Highway 697

MOTION 10-02-111

MOVED by Councillor D. Driedger

That administration work with Alberta Transportation to fix the West La Crete Road/Highway 697.

CARRIED

**PLANNING AND
DEVELOPMENT:**

**12. a) Bylaw 711/09 Road Closure Part of Range Road 18-2,
West of SW 26-104-18-W5M and East of SE 27-104-18-
W5M (Tompkins Landing Area)**

MOTION 10-02-112

MOVED by Councillor Wardley

That Council repeal MOTION 09-06-510 made on June 9, 2009, for the second reading of Bylaw 711/09, being a Road Closure Bylaw to close and sell a portion of government road allowance

18-2 adjacent to the west boundary of SW 26-104-18-W5M, commencing parallel with the north property line of SW 26-104-18-W5M, lying south of Blues Creek and continuing south to the north bank of an un-named creek.

CARRIED

MOTION 10-02-113

MOVED by Councillor Braun

That second reading be given to Bylaw 711/09, being a Road Closure Bylaw to close and sell a portion of government road allowance 18-2 adjacent to the west boundary of SW 26-104-18-W5M, commencing parallel with the north property line of SW 26-104-18-W5M, lying south of Blues Creek and continuing south to the north bank of an un-named creek.

CARRIED

MOTION 10-02-114

MOVED by Councillor D. Driedger

That third reading be given to Bylaw 711/09, being a Road Closure Bylaw to close and sell a portion of government road allowance 18-2 adjacent to the west boundary of SW 26-104-18-W5M, commencing parallel with the north property line of SW 26-104-18-W5M, lying south of Blues Creek and continuing south to the north bank of an un-named creek.

CARRIED

12. b) Bylaw 734/09 Road Closure NE 10-109-13-W5M (Fort Vermilion Rural)

MOTION 10-02-115

MOVED by Councillor J. Driedger

That Council repeal MOTION 09-10-834 made on October 13, 2009, for the second reading of Bylaw 734/09, being a road closure bylaw to close and sell (according to County policy and Ministerial approval) a portion of government road allowance adjacent to the north boundary of NE 10-109-13-W5M.

CARRIED

MOTION 10-02-116

MOVED by Councillor Braun

That Council repeal MOTION 09-10-835 made on October 13, 2009, for the second reading of Bylaw 734/09, being a road closure bylaw to close and sell (according to County policy and Ministerial approval) a portion of government road allowance

adjacent to the north boundary of NE 10-109-13-W5M.

CARRIED

MOTION 10-02-117

MOVED by Councillor Froese

That second reading be given to Bylaw 734/09, being a road closure bylaw to close and sell, according to County policy, a portion of government road allowance adjacent to the north boundary of NE 10-109-13-W5M.

CARRIED

MOTION 10-02-118

MOVED by Councillor D. Driedger

That third reading be given to Bylaw 734/09, being a road closure bylaw to close and sell, according to County policy, a portion of government road allowance adjacent to the north boundary of NE 10-109-13-W5M.

CARRIED

12. c) Bylaw 749/09 Road Closure – Jacob Thiessen SE 13-107-15-W5M (Fort Vermilion Rural)

MOTION 10-02-119

MOVED by Councillor J. Driedger

That first reading be given to Bylaw 749/09 being a road closure bylaw to close and sell that portion of the undeveloped road plan 2106EU, lying on the east half of 13-107-15-W5M as amended.

CARRIED

PUBLIC HEARINGS:

7. a) Bylaw 753/09 to Amend Bylaw 618/07 Partial Cancellation of Plan 992 0062, Block 1, Lot 1 (Part of NW 13-106-15-W5M) (La Crete Rural)

Reeve Newman called the public hearing for Bylaw 753/09 to order at 1:10 p.m.

Reeve Newman asked if the public hearing for proposed Bylaw 753/09 was properly advertised. Mary Jo Van Order, Director of Planning and Development, answered that the bylaw was advertised in accordance with the Municipal Government Act.

Reeve Newman asked the Development Authority to outline the proposed land use bylaw amendment. Mary Jo Van Order, Director of Planning and Development, presented the

Development Authority's submission and indicated that first reading was given on January 12, 2010.

Reeve Newman asked if Council has any questions of the proposed land use bylaw amendment.

Reeve Newman asked if any submissions were received in regards to proposed Bylaw 753/09. No submissions were received.

Reeve Newman asked if there was anyone present who would like to speak in regards to the proposed Bylaw 753/09. No one was present.

Reeve Newman closed the public hearing for Bylaw 753/09 at 1:13 p.m.

MOTION 10-02-120

MOVED by Councillor Braun

That second reading be given to Bylaw 753/09, being a bylaw amending the description in Bylaw 618/07 for the purpose of cancelling and reverting a portion of the subdivided lands back into NW 13-106-15-W5M, from which the subdivision was taken.

CARRIED

MOTION 10-02-121

MOVED by Councillor Froese

That third reading be given to Bylaw 753/09, being a bylaw amending the description in Bylaw 618/07 for the purpose of cancelling and reverting a portion of the subdivided lands back into NW 13-106-15-W5M, from which the subdivision was taken.

CARRIED

TENDERS:

8. a) Zama Fire Guard Expansion Project Tender (FRIAA)

MOTION 10-02-122

MOVED by Councillor Neufeld

That the Zama Fire Guard Expansion Project tenders be opened.

CARRIED

Tenders Received:

Sodergren Consulting	\$485,187.00
Buller Construction	\$258,880.00
Michalchuk	\$206,250.00
Ladco Mulchers	\$263,297.50

Timberbound Construction	\$307,535.00
Pineridge	\$253,205.00

MOTION 10-02-123

MOVED by Deputy Reeve Sarapuk

That the Zama Fire Guard Expansion Project tender be awarded to the lowest qualified bidder.

CARRIED

12. d) Airport Development Committee: Terms of Reference

MOTION 10-02-124

MOVED by Councillor Wardley

That Council approve the revised Terms of Reference and Staffing for the Airport Development Committee as presented.

CARRIED

12. e) Airport Development Committee: Airport Expansion Plans

Councillor Watson left the meeting at 1:20 p.m.

MOTION 10-02-125

MOVED by Councillor Braun

That Council approve plans to expand the Fort Vermilion airport length to 3990 feet at its current width (100 feet) and expand the La Crete airport length to 3990 feet, extend width to 100 feet and proceed to tender with separate schedules.

CARRIED

12. f) Airport Development Committee: Zama Airstrip Improvements

MOTION 10-02-126

MOVED by Councillor Wardley

That Council authorizes administration to acquire the necessary documents and estimates with respect to reconstruction of the entrance and construct concrete helipads with power and lights at the Zama City in-town strip for incorporation into the 2010 budget.

CARRIED

Reeve Newman recessed the meeting at 1:26 p.m. and reconvened the meeting at 1:35 p.m. with all members present.

Councillor Toews joined the meeting via teleconference at 1:35 p.m.

12. g) Airport Development Committee: Restrict Development

MOTION 10-02-127

MOVED by Councillor Neufeld

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

CARRIED UNANIMOUSLY

**EMERGENCY &
ENFORCEMENT
SERVICES:**

13. a) None

10. f) Electoral Boundary Review

MOTION 10-02-128

MOVED by Councillor Froese

That Council hire Beacon for Change to move forward to complete a census and an electoral boundary review based on the demographics of the County including population, geographic regions, shadow population, overall equality, assessment, and as per Mackenzie County's specialized status as per Order in Council No. 54/2001, and that the quality of the review not be jeopardized by timelines.

CARRIED UNANIMOUSLY

Councillor Toews left the meeting at 1:49 p.m.

MOTION 10-02-129

MOVED by Councillor Watson

That the reconstruction of the entrance and construction of concrete helipads with power and lights at the Zama City in-town strip be deferred to the final 2010 budget discussions.

CARRIED

**INFORMATION/
CORRESPONDENCE**

14. a) Information/Correspondence

MOTION 10-02-130

MOVED by Councillor Braun

That Councillors be authorized to attend the REDI Symposium on

March 15 – 17, 2010 in High Level.

CARRIED

MOTION 10-02-131

MOVED by Councillor J. Driedger

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

CARRIED

IN CAMERA SESSION:

MOTION 10-02-132

MOVED by Councillor Braun

That Council move in-camera to discuss issues under the Freedom of Information and Protection of Privacy Regulations 18 (1) at 1:55 p.m.

15. a) Personnel

15. b) La Crete RV Park

15. c) Zama Cornerstone Building

11. c) La Crete Water Treatment Plant

CARRIED

MOTION 10-02-133

MOVED by Councillor J. Driedger

That Council move out of camera at 2:33 p.m.

CARRIED

15. a) Personnel

MOTION 10-02-134

MOVED by Councillor Neufeld

That the personnel report be received as discussed.

CARRIED

15. b) La Crete RV Park

MOTION 10-02-135

MOVED by Councillor J. Driedger

That administration bring back cost and funding options to proceed with building a road and/or water line to the La Crete RV Park.

CARRIED

15. c) Zama Cornerstone Building (ADDITION)

MOTION 10-02-136

MOVED by Councillor Wardley

That administration proceed with the Zama Cornerstone Building as discussed.

CARRIED

11. c) La Crete Water Treatment Plant

MOTION 10-02-137

MOVED by Councillor Froese

That administration be authorized to negotiate a final settlement with the contractor regarding the La Crete Water Treatment Plant.

CARRIED

8. b) La Crete Truck Fill Upgrade Tender

MOTION 10-02-138

MOVED by Deputy Reeve Sarapuk

That the La Crete Truck Fill Upgrade tenders be opened.

CARRIED

Tenders Received:

Nortec	\$124,773.00
Aegis Mechanical	\$ 87,300.00

MOTION 10-02-139

MOVED by Councillor Watson

That the La Crete Truck Fill Upgrade tender be awarded to the lowest qualifying bidder that complies with the 2010 budget.

CARRIED

NEXT MEETING DATE:

16. a) Regular Council Meeting
Wednesday, February 24, 2010
4:00 p.m.
Council Chambers, Fort Vermilion, AB

ADJOURNMENT:

17. a) Adjournment

MOTION 10-02-140

MOVED by Councillor J. Driedger

That the Council meeting be adjourned at 2:39 p.m.

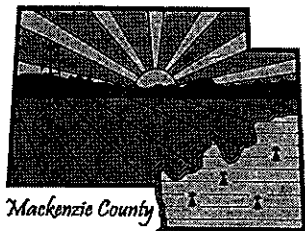
CARRIED

These minutes will be presented to Council for approval on February 24, 2010.

Greg Newman
Reeve

William Kostiw
Chief Administrative Officer

DRAFT



MACKENZIE COUNTY

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	February 24, 2010
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	General Operating Reserve Policy RESV 01 and General Capital Reserve Policy RESV 02

BACKGROUND / PROPOSAL:

Council established General Operating Reserve and General Capital Reserve policies.

The purposes, acceptable uses of funds from these reserves, and source of funding are outlined within the policies.

The funding sections of these policies state that funding will be allocated using the following formula:

$$(Current\ year\ surplus - \$50,000) \times 50\% = amount\ to\ the\ reserve$$

These policies were established prior to the accounting guidelines changes effective January 1 2009.

OPTIONS & BENEFITS:

As Council is aware, major changes have happened in the municipal accounting guidelines (which are further referred to as "Public Sector Accounting Board or PSAB model" accounting). For example: prior to January 1 2009, a municipality was not required to amortize its tangible capital assets.

As in the past, all municipalities must prepare annual financial statements in accordance with the generally accepted accounting principles for municipal governments recommended from time to time by the Canadian Institute of Chartered Accountants. However, the Municipal Government Act still requires municipalities to prepare its budgets using "local government model" accounting, including transfers to/from reserves and as outlined in the Financial Administration section.

Author: J. Whittleton **Reviewed By:**  CAO

Municipal Financial Clarification Regulation was approved in December 2008.

It states:

For the purposes of sections 243 (3) and 244(1) of the Act, the total expenditures referred to in those sections do not include any amortization on tangible capital assets, unless the amortization

(a) Is an amount required to provide for amortization of the tangible capital assets of a municipality's municipal public utilities as defined in section 28 of the Act, and

(b) Relates to at least one year of the 3-year period referred to in section 244(1) of the Act.

To illustrate some differences between PSAB model and LG model:

Type of Expense	Local Government Model	PSAB Model
Amortization	Not included in annual expenditures ("o" effect on annual surplus)	Included in annual expenditures (annual surplus is reduced by this non-cash expense)
Net Book Value of a disposed TCA (a difference between purchase price and accumulated amortization of TCA at the time of disposal)	Not included ("o" effect on annual surplus)	Included in annual expenditures (annual surplus is reduced by this non-cash expense)
Purchase of materials and supplies (gravel, parts, culverts, signs, etc.)	All purchases of goods are expensed; inventory of items is recorded through the Equity in Inventory account (annual surplus is effected by the amount of cash for acquiring goods, even though these goods remained in inventory at year-end)	Only goods used in providing services during an accounting period are expensed; items acquired but not used included in inventory at year-end (annual surplus is increased/decreased depending on year-end inventory levels)

Therefore, administration recommends amending the policies by including the following clarification:

**with surplus being determined by excluding amortization and other non-cash transactions associated with Public Sector Accounting changes effective January 1, 2009*

COSTS & SOURCE OF FUNDING:

NA

Author: J. Whittleton Reviewed By: _____ CAO _____

RECOMMENDED ACTION:

Motion 1: (requires 2/3)

That General Operating Reserve Policy RESV 01 be amended as presented.

Motion 2: (requires 2/3)

That General Capital Reserve Policy RESV 02 be amended as presented.

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

Municipal District of Mackenzie No. 23 Mackenzie County

Title	General Operating Reserve	Policy No.	RESV 01
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Account Code	12-711
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Purpose

To establish a general operating reserve. This reserve will provide funding in order to retain a stable municipal taxation structure and to accommodate any emergency type expenditure; to balance the current year deficit; or for non-budgeted operating items that require funding and Council approval during the year.

Targeted Minimum	\$500,000
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Targeted Maximum	\$1,000,000
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Funding

$(\text{Current year surplus}^* - \$50,000) \times 50\% = \text{amount to general operating reserve.}$

***with surplus being determined by excluding amortization and other non-cash transactions associated with Public Sector Accounting changes effective January 1, 2009.**

Policy Statement and Guidelines

1. The Chief Administrative Officer will ensure the overall effective administration of dedicated reserves in accordance with this policy; recommending changes in policy or guidelines to Council to ensure they are employed to the benefit of the **County MD.**
2. Annually, in conjunction with the budget process and the presentation of the audited financial statements to **MD County** council, a list indicating the current and previous year-end balances for this reserve will be provided.
3. The use of this reserve to fund any expenditure must be by way of a Council resolution or motion.
- 4. This policy is to be effective retroactive to January 1, 2009.**

	Date	Resolution Number
Approved	June 6, 2001	01-320
Amended		
Amended		

Municipal District of Mackenzie No. 23 Mackenzie County

Title	General Capital Reserve	Policy No.	RESV 02
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Account Code	97-760
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Purpose
To establish a general capital reserve. This reserve will provide funding in order to retain a stable municipal taxation structure and to accommodate current year capital funding requirements that have not been previously established from existing reserves. Items such as computer hardware and building developments as prime examples. Additionally, this reserve can be used for emergency type expenditures, or for additional capital items that require funding and Council approval during the year.

Targeted Minimum	\$500,000
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Targeted Maximum	\$1,000,000
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Funding
(Current year surplus* - \$50,000) x 50% = amount to general operating reserve.

***with surplus being determined by excluding amortization and other non-cash transactions associated with Public Sector Accounting changes effective January 1, 2009**

~~Net land sale proceeds (total land sales revenue - total expenditures including the cost of land) will be allocated to the reserve each year.~~

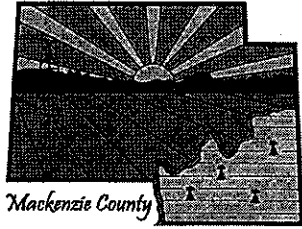
Policy Statement and Guidelines

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

3. The use of this reserve to fund any expenditure must be by way of a Council resolution or motion.

4. This policy is to be effective retroactive to January 1, 2009.

	Date	Resolution Number
Approved	June 6, 2001	01-320
Amended		
Amended		



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	February 24, 2010
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	Electoral Boundary Review & Municipal Census Projects

BACKGROUND / PROPOSAL:

Council directed administration to engage Beacon for Change Inc. in undertaking the Electoral Boundary Review (EBR) and Municipal Census (MC) projects.

The 2010 approved budget includes \$50,000 for the EBR review and \$30,000 for MC project.

OPTIONS & BENEFITS:

The estimated cost of the two projects is \$100,000, therefore the approved budget is short of \$20,000.

COSTS & SOURCE OF FUNDING:

General Operating Reserve

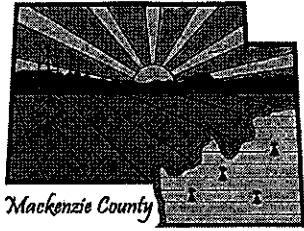
RECOMMENDED ACTION: (requires 2/3)

That the 2010 budget be amended by including an additional \$20,000 from the General Operating Reserve towards undertaking the Municipal Census project with the total project cost being \$50,000.

Author: J. Whittleton

Review by: _____

[Handwritten signature]
CAO *[Handwritten signature]*



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	February 24, 2010
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Council Remuneration Review Committee

BACKGROUND / PROPOSAL:

A motion was made at the February 9, 2010 Council meeting to bring back a Terms of Reference for the Council Remuneration Review Committee. Three members at large were appointed to the committee at that meeting.

A draft Terms of Reference is attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

Motion 1

That the Council Remuneration Review Committee Terms of Reference be approved as presented.

Motion 2

That the following Councillors be appointed to the Council Remuneration Review Committee:

- 1.
- 2.

Author: C. Gabriel

Review by:  CAO

Mackenzie County

COUNCIL REMUNERATION REVIEW COMMITTEE TERMS OF REFERENCE

PURPOSE

1. The purpose of the Council Remuneration Review Committee is to conduct a review of the matters listed below and make appropriate recommendations to County Council.
 - a. Honoraria, allowances and benefits provided to the Reeve and Members of Council;
 - b. A process for future market adjustments to the remuneration paid to the Reeve and Members of Council.
2. In developing its recommendations regarding the total compensation package for the Reeve and Members of Council, the Committee shall reflect upon the following:
 - a. The compensation required to attract a diverse and representative pool of candidates for public office;
 - b. The responsibilities, time commitments and accountability associated with the positions;
 - c. The complexity and importance of issues brought before Council for consideration;
 - d. The compensation provided to equivalent positions in other legislative jurisdictions across the country and in the public sectors in Alberta; and
 - e. The fiscal and corporate objectives of the Municipality.

COMPOSITION

3. The Committee will consist of the following members appointed by resolution of Council:
 - a. Three (3) members at large residing within the County.
 - b. Two (2) members of Council.

4. The Committee shall select a chairperson from among its appointed members.
5. Members of the Committee are appointed until such time as the Committee has fulfilled its mandate or has been terminated by Council.

MEETINGS

6. The time and schedule of Committee meetings shall be determined by the chairperson in consultation with its members.
7. A quorum of the Committee shall consist of a majority of its members; however the number of Council members shall not exceed the number the public members.
8. Committee meetings shall follow the rules of procedure outlined in the Council procedures bylaw.
9. All decisions of the Committee shall be in the form of resolutions duly passed by a majority of its Members present. The Committee shall strive to reach consensus on issues, and shall include minority recommendations within its communications to Council.
10. All meetings of the Committee shall be held in-camera with the exception of any meeting held expressly for the purpose of gathering public input.

REMUNERATION OF COMMITTEE MEMBERS

11. Committee members shall be reimbursed for their expenses as per the Honorariums and Related Expense Reimbursement Bylaw.

COMMITTEE REPORT

12. The Committee shall submit a written report to Council within four (4) months of its first meeting.
13. The Committee's report shall be a public document and will contain reasons and justification for all recommendations. All background material relied upon or considered in the formulation of recommendations shall be cited in the report and made available to Council and interested members of the public

unless doing so would infringe upon the privacy of the person or organization that provided the information.

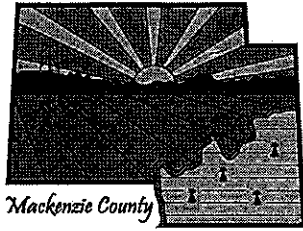
FINANCE AND ADMINISTRATION

14. The Chief Administrative Officer or designate will provide administrative services and support to the Committee.
15. The Committee shall not be authorized to commit financial resources of the Municipality.

TERMINATION

16. The Council Remuneration Review Committee shall terminate upon acceptance of the Committee's final report by County Council or any earlier or later date as determined by a resolution of Council.

	Date	Resolution Number
Approved		
Amended		
Amended		
Amended		



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	February 24, 2010
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	Mackenzie Housing Management Board – Rent Structure Inquiry

BACKGROUND / PROPOSAL:

Council passed a motion at their last meeting requesting obtaining information regarding the rent structure paid to La Crete Municipal Nursing Association for the Heimstead Lodge facility.

OPTIONS & BENEFITS:

Administration requested the above mentioned information from the Board. The Board meeting is scheduled to take place on February 22. We were advised that a written submission will be made to the County on February 23 to be available for distribution to Council at their February 24th meeting.

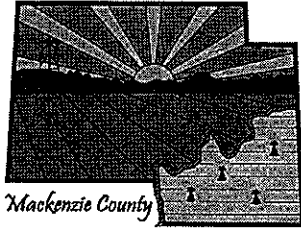
COSTS & SOURCE OF FUNDING:

NA

RECOMMENDED ACTION:

For discussion

Author: J. Whittleton Reviewed By:  CAO



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	February 24, 2010
Presented By:	Joulia Whittleton, Director of Corporate Services
Title:	Tax Write-Off - Roll 159949

BACKGROUND / PROPOSAL:

Surface Mineral Lease 800018 has been assessed for the 2008 and 2009 taxation year.

OPTIONS & BENEFITS:

The taxes were paid up to December 31, 2007 on this tax roll, although this lease was cancelled in 1994.

The 2008 and 2009 taxes and penalties totaling \$162.32 and the 2010 penalty of \$19.48 are outstanding on this tax roll.

COSTS & SOURCE OF FUNDING:

2010 Operating Budget – Tax Write-offs

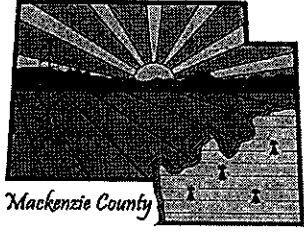
RECOMMENDED ACTION:

That the property taxes of \$162.32 be written off and the 2010 penalty of \$19.48 be voided for the tax roll 159949.

Author: J. Whittleton

Reviewed By: _____

[Signature]
CAO



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	February 24, 2010
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Tri-Council Meeting – REDI Bio-Energy Project

BACKGROUND / PROPOSAL:

REDI has requested a Tri-Council meeting for the presentation of their draft final report on the Bio-Energy project.

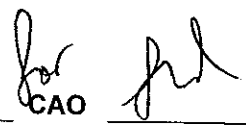
The meeting would be held on March 10, 2010 at 5:30 p.m. at the Town Hall in High Level.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

That Mackenzie County Council attend the Tri-Council meeting on March 10, 2010 in High Level for the presentation on the REDI Bio-Energy project.

Author: C. Gabriel Review by:  CAO

Carol Gabriel

From: Lisa Wardley [lisa@mackenziecounty.com]
Sent: Wednesday, February 17, 2010 12:35 PM
To: Carol Gabriel
Subject: FW: Tri-council meeting at the High Level Town Hall

I believe that Michael Cheeks sent this directly to the councilors, could you please put on the agenda for Tuesday

Tri-Council Presentation- Bio-Energy Report Len Bykowski High Level Town Hall Supper 5:30 pm
Presentation 6:00 pm Must RVSP for supper numbers.

Thanks Carol, see you next week

Lisa Wardley
Lisa Wardley
Mackenzie County
Councilor Ward 10 - Zama
Hm: 780-683-2384
Cell: 780-841-5799
lisa@mackenziecounty.com

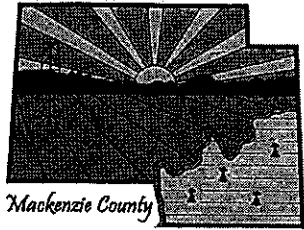
I am here to help you celebrate... your life } your story } your way.
Creative Memories www.mycmsite.com/zamacity

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

From: info@rediregion.ca [mailto:info@rediregion.ca]
Sent: February 17, 2010 11:42 AM
To: greg@mackenziecounty.com; peter@mackenziecounty.com; dicky@mackenziecounty.com;
john@mackenziecounty.com; ed@mackenziecounty.com; bill@mackenziecounty.com;
walter@mackenziecounty.com; ray@mackenziecounty.com; stuart@mackenziecounty.com;
lisa@mackenziecounty.com; kdrover1@telus.net; dustyrose@telus.net;
RLacey@ProvidentEnergy.com; admin@rainbowlake.ca; BLangford@mhllp.ca; Jennifer; Karen; Barry;
Carrie; Crystal; Ellis; Jerry; Peter; Ron; Dean Krause
Cc: REDI Board Members
Subject: Tri-council meeting at the High Level Town Hall

On behalf of REDI, I am just following up on the request from the REDI board for a Tri-council meeting at the High Level Town Hall, on March 10th, 5:30pm for the draft final report from Len Bykowski, on the bio-energy project. REDI will host the meal. Could you please confirm your attendance, as soon as possible. dinner will be served at 5:30 pm and the presentation will commence at 6:00pm

Thanks



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	February 24, 2010
Presented By:	William Kostiw, Chief Administrative Officer
Title:	AAMD&C Zone 4 Meeting – August 13, 2010

BACKGROUND / PROPOSAL:

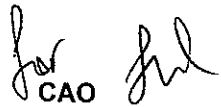
At the AAMD&C Northern Zone meeting held on February 12, 2010 Mackenzie County was asked to host the next meeting which is scheduled for August 13, 2010.

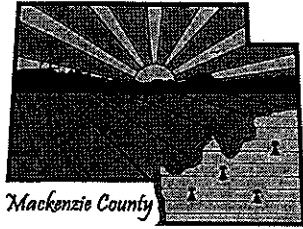
OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

That Mackenzie County host the AAMD&C Zone 4 meeting on August 13, 2010.

Author: C. Gabriel Review by:  CAO



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	February 24, 2010
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Railway

BACKGROUND / PROPOSAL:

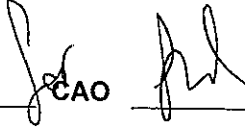
For discussion.

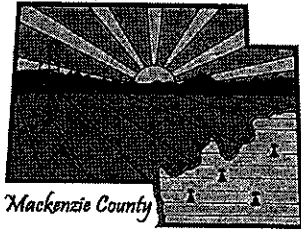
OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

For discussion.

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



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	February 24, 2010
Presented By:	Mary Jo Van Order, Director, Planning & Development
Title:	North Point Business Park Ltd. (NE10 106-15 W5 La Crete) Sewer Lift Station Design Review Costs

BACKGROUND / PROPOSAL:

The sewer lift station needed for NE10 106-15 W5 was discussed at the November 25, 2009 Council meeting where the following motion was made:

09-11-1051 That administration look at options for the North Point sewer lift station.

Administration obtained the FOCUS Corporation prepared design and service area studies for 3 options for this lift station which were presented to Council January 12, 2010. Council motion at that time was:

10-01-019 That Council authorizes administration to acquire the necessary documents and estimates with respect to the 9.3 meter deep lift station located at NE10 106-15 W5 (North Point Business Park Ltd.) and prepare draft cost recovery documents.

As the first step in acting on this motion, Administration approached two engineering firms and requested time and cost estimates for a review of the proposed design and service area for the 9.3 meter deep lift station (October 16, 2009 cost estimate and January 7, 2010, service area drawing by FOCUS).

The estimates received ranged from \$3,500 to \$15,565 with the latter estimate including some value added features. Both include an initial meeting with the developer, developer's engineer and County staff.

Author: M.J. Van Order, Director,
Planning & Development

Reviewed by: _____

for
CAO *ful*

OPTIONS & BENEFITS:

Option 1

KWG Engineering Ltd. is an independent engineering firm located in Grande Prairie run by Wayne Gour, P. Eng. Mr. Gour is a Project Engineer who worked for Alberta Transportation 1994 to 1996 and GPEC/FOCUS 1996 to 2007. His estimate to do the lift station design and service area review is approximately **\$3,500.00** plus GST.

Option 2

Stewart, Weir & Co. Ltd., Sherwood Park, presented us with an estimate that included value added assistance with preparation of the draft cost recovery documents. So the total cost of **\$15,565.00** plus GST is not directly comparable to the estimate from KWG Engineering Ltd.

This firm was also able to point out in preliminary discussions that the proposed lift was a prepackaged design which would be difficult to improve on but the mains and hook ups would merit review and that their preliminary review indicated that the FOCUS estimate made good allowance for this.

COSTS & SOURCE OF FUNDING:

Funds have not been provided for in the 2010 Budget for either the lift station or the design review.

The signed Development Agreements for 27-SUB-07 (11 lots) and for 56-SUB-07 (2 lots) on Parts of NE10 106-15 W5 (pertinent sections appended) state that the Developer is responsible for any engineering costs incurred by the municipality through its engineers for all services rendered in connection with the preparation, fulfillment, execution and enforcement of the Development Agreement.

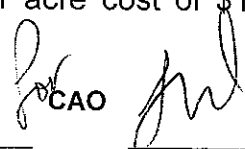
However, since this design review is costly and the County has agreed to cost share on this project, it is proposed that the cost of the design review be included in the total cost for the project and shared proportionally between the Developer and County. It is also proposed that Council approve amendment of the 2010 Budget to accommodate this project.

The appended Cost Estimate sheet demonstrates that, based on the January 7, 2010 FOCUS service area estimate, the Developer would be responsible for 41% and the County would be responsible for 59% of the estimated cost for the lift station.

The Cost Estimate also illustrates the proportional cost outcome of two scenarios. Scenario A, lift station cost only, is estimated to result in a per acre cost of \$1,645.

Author: M.J. Van Order, Director,
Planning & Development

Reviewed by: _____


CAO

Scenario B, both lift station and design review costs, is estimated to result in a per acre cost of \$1,687.

The estimated total County cost for Scenario A is \$366,737 and for Scenario B is \$376,202.

RECOMMENDED ACTION:

Motion 1 *revised 2/3*

That the 2010 Capital Budget be amended to include \$636,000 La Crete Lift Station project to serve NE 10-106-15-W5, NW 11-106-15-W5 and SW 11-106-15-W5, with \$259,798 being funded by the Developer (North Point Business park Ltd.) as per the Developer's Agreements and \$376,202 being funded by the County through borrowing.

Motion 2

That engineering firm _____ be hired to execute the North Point Business Park Ltd. (NE10 106-15 W5 La Crete) sewer lift station design review and the estimate be approved as presented.

Author: M.J. Van Order, Director,
Planning & Development

Reviewed by: _____

[Signature]
CAO *[Signature]*

Pertinent sections of Development Agreement for 27-SUB-07 (11 lots), signed August 13, 2007, follow.

4.3 (g) Provision of lift stations, if required, in accordance with Municipal Guidelines.

5 ENDEAVOUR TO ASSIST

5.1 Where the Municipality requests the Developer to extend municipal servicing, including roads, and where the extension of the municipal servicing, including roads, provides services for future development, the municipality shall Endeavour to Assist the developer in recovering a portion of the cost from future developers through individual development agreements.

12.8 The Developer shall be responsible for and within thirty (30) days of the presentation of an account, pay to the Municipality any legal and engineering costs, fees, expenses and disbursements incurred by the Municipality through its solicitors and engineers for all services rendered in connection with the preparation, fulfillment, execution and enforcement of this Agreement.

Pertinent sections of Development Agreement for 56-SUB-07 (2 lots), signed February 5, 2008, follow.

4.3 (g) Provision of a lift station in accordance with Municipal Guidelines.

5 ENDEAVOUR TO ASSIST

5.1 Where the Municipality requests the Developer to extend municipal servicing, including roads, and where the extension of the municipal servicing, including roads, provides services for future development, the municipality shall Endeavour to Assist the developer in recovering a portion of the cost from future developers through individual development agreements.

12.8 The Developer shall be responsible for and within thirty (30) days of the presentation of an account, pay to the Municipality any legal and engineering costs, fees, expenses and disbursements incurred by the Municipality through its solicitors and engineers for all services rendered in connection with the preparation, fulfillment, execution and enforcement of this Agreement.

Author: M.J. Van Order, Director,
Planning & Development

Reviewed by:


CAO

North Point Lift Station Cost Estimate

February, 2010

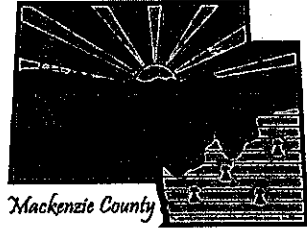
Service area and costs used here are based on the unproved estimate from FOCUS dated 16OCT09 for the 9.3 meter deep lift station and service area on their 07JAN10 drawing. It does not represent actual service areas or actual costs but is intended to be used to prepare for budget amendment to accommodate this project.

Cost recovery service area (acres)

Total estimated service area		463	377	100%
unrecoverable	SE15 106-15	13		
unrecoverable	SW14 106-15	10		
Developer's portion	NE10 106-15		154	41%
County funds & recovers	NW11-106-15	130		
unrecoverable	SE10 106-15	63		
County funds & recovers	SW11 106-15	93		
Total County funds & recovers portion			223	59%

Proportionate costs

		Cost per acre	Developer	County
Scenario A. Lift station only	\$620,000	\$1,645	\$253,263	\$366,737
Scenario B. Lift station & design review	\$636,000	\$1,687	\$259,798	\$376,202



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	February 24, 2010
Presented By:	William Kostiw, Chief Administrative Officer
Title:	Information/Correspondence

BACKGROUND / PROPOSAL:

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

	Page
• 2010 Municipal Sustainability Initiative Funds	65
• Spring 2010 AAMDC Convention – RCMP Consultations	67
• AAMD&C Member Visit Itinerary	69
• [Redacted]	
• [Redacted]	
• [Redacted]	
• [Redacted]	
• [Redacted]	
• [Redacted]	
• [Redacted]	
• [Redacted]	
• [Redacted]	
• [Redacted]	

RECOMMENDED ACTION:

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

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



ALBERTA
MUNICIPAL AFFAIRS

Office of the Minister
MLA, Dunvegan - Central Peace

AR44907

February 11, 2010

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

Dear Reeve Newman:

As the newly appointed Minister of Municipal Affairs, I am pleased to announce the availability of the 2010 Municipal Sustainability Initiative (MSI) capital and operating allocations, program guidelines, and project application forms.

The MSI will provide \$876 million in funding to municipalities in 2010. Your MSI allocation is \$3,194,478, which includes capital project funding of \$2,957,214, and conditional operating funding of \$237,264. These allocations are based on the formula established for the long-term program. MSI funding amounts for all municipalities will be posted on the Municipal Affairs website at municipalaffairs.alberta.ca.

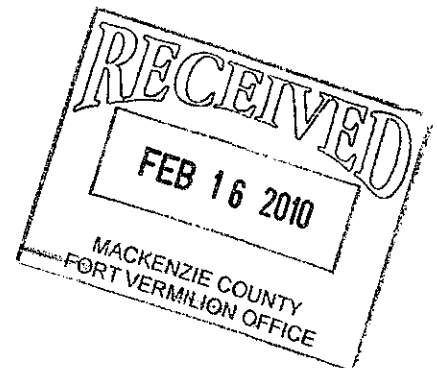
There are no changes to the guidelines and forms for 2010. These materials will be sent to your chief administrative officer, and are also available on the Municipal Affairs website, at municipalaffairs.alberta.ca.

In closing, the provincial government continues to recognize the importance of predictable, sustainable funding for municipal infrastructure, and is living up to the Premier's commitment to deliver that funding. I would like to thank you again for your good work and your ongoing constructive input, and wish you all the best with your projects in 2010.

Sincerely,

Hector Goudreau
Minister of Municipal Affairs
MLA, Dunvegan-Central Peace

cc: Honourable Frank Oberle, MLA, Peace River
Pearl Calahasen, MLA, Lesser Slave Lake
William Kostiw, Chief Administrative Officer, Mackenzie County



Alberta



Royal Canadian
Mounted Police

Gendarmerie royale
du Canada

Security Classification/Designation
Classification/désignation sécuritaire

Protected "A"

11140 109 ST
Edmonton, ALBERTA
T5G 2T4

Your File - Votre référence

Our File - Notre référence

Alberta Association of Municipal Districts & Counties
2510 Sparrow Drive
Nisku, AB
T9E 8N5

Date

February 12, 2010

Dear AAMDC Member:

**Re: Spring 2010 AAMDC Convention - March 15-17, 2010, Edmonton, Alberta
RCMP/ASGPS/AAMDC Member Consultations - March 16th, 2010**

Your spring convention is quickly approaching. Both our organization and the Alberta Solicitor General Public Security Ministry (ASGPS) will be holding consultations with interested AAMDC member communities during your spring convention. We hope that changing our consultations from the fall to spring will allow more communities to participate in these important exchanges of information.

I am writing to you today to provide your community with an opportunity to request a meeting with senior RCMP and ASGPS officials on March 16th at the Shaw Conference Centre. Communities who request to meet for a 20 minute period with the senior leadership team will be selected on the basis of their identified agenda items. Those agenda items which are best addressed at the District or Detachment level will be referred to that level.

In order to plan for March 16th, we have streamlined the process by which to request a meeting. If your community would like to meet with the RCMP/ASGPS senior leadership, I would ask that your representative send an email prior to February 26th to Lorraine BOURASSA at lorraine.bourassa@rcmp-grc.gc.ca. Include in your request, agenda items you would like to discuss as well as a contact person (including an email address and cell number) who will be responsible for working on meeting arrangements. We will confirm your meeting, including your meeting time as soon as possible, once all requests are received and prioritized. Priority will be given to those communities who did not have an opportunity to meet with us in November.

Should you have any questions please feel free to contact me at 780-412-5435 or by email at glenn.degoeij@rcmp-grc.gc.ca. A prompt response would be appreciated.

Yours truly,

(Glenn DE GOEIJ) Insp.
"K" Division Client Services
AAMDC Liaison

Carol Gabriel

From: Susan Valentine [susan@aamdc.com]
Sent: Tuesday, February 16, 2010 11:38 AM
To: Lyle McKen; irenec@birchhillscounty.com; Allan Rowe; Bill Kostiw; jim@mdgreenview.ab.ca; cao@mdnorth22.ab.ca; Theresa Van Oort; Linda Walton; Carol Gabriel; charlotte@clearhillscounty.ab.ca
Subject: CONFIRMED ITINERARY: Member Visits. March 9 & 10, 2010

Good morning.

Below is the itinerary for the AAMDC Member visit to your municipality.
If you find any discrepancy, please let me know **ASAP**.

March 9, 2010 (Charter flight & driving)

Depart Peace River	0745 am	arrive Ft Vermilion	0820 am (arrive airport)
Meeting start	0845 am	meeting end	0945 am
Depart Ft Verm airport	1000 am	arrive Manning airport	1030 am
Meeting start	1045 am	Meeting end	1230 pm (includes lunch)
Depart Manning airport	1245 pm	Arrive P River Airport	105 pm
Drive from Peace River		Arrive Berwyn	1:40 pm
Meeting Start	1:45 pm	Meeting end	2:45 pm
Leave Berwyn	3:00 pm	Arrive Worsley	5:00 pm
Meeting start	5:10 pm	Meeting end	6:35 pm (includes supper)
Leave Worsley	6:45 pm		

March 10, 2010 (driving)

Arrive Wanham	9:00 am	Depart Wanham	10:10 am	one hour meeting
Arrive Valleyview	11:30 am	Depart Valleyview	1:00 pm	includes lunch
Arrive Slave Lake	3:00 pm	Depart Slave Lake	4:10 pm	one hour meeting

May I please ask that Mackenzie County and the MD of Northern Lights arrange for pickup at the airport (and return). There are 3 delegates. Don Johnson, Tom Burton and Gerald Rhodes.

I thank you all so very much for your help in organizing this 'excursion'. It is saving us time and money by visiting this many councils in one trip.

Although these are casual 'round-table' meetings, please let us know if you have a specific issue you would like the AAMDC delegates to address.

Best regards,

Susan Valentine
Executive Administration

AAMDC~Alberta Assoc Of Municipal Districts and Counties
780.955.4076 (direct)
780.955.3639 (main)
susan@aamdc.com

