

**MUNICIPAL DISTRICT OF MACKENZIE NO. 23  
SPECIAL COUNCIL MEETING**

**Wednesday, November 9, 2005 10:00 a.m.**

**Council Chambers Fort Vermilion, Alberta**

<b>PRESENT:</b>	Bill Neufeld	Reeve
	Walter Sarapuk	Deputy Reeve
	Peter Braun	Councillor
	John W. Driedger	Councillor
	Ed Froese	Councillor
	Willy Neudorf	Councillor
	Greg Newman	Councillor
	Jim Thompson	Councillor
	Lisa Wardley	Councillor
	Stuart Watson	Councillor

<b>ALSO PRESENT:</b>	Ray Coad	Chief Administrative Officer
	Christine Woodward	Executive Secretary
	Youlia Whittelton	Director of Corporate Services
	Paul Driedger	Director of Planning, Emergency Services & Enforcement Services
	John Klassen	Utilities Supervisor
	Brenda Wiebe	Roads Supervisor
	Mary Jane Driedger	Public Works Administrative Assistant
	Eva Schmidt	Senior Development Officer
	Trent Allan	Media

Members of Committees as  
indicated in the minutes

**Minutes of the Special Meeting for the Municipal District of  
Mackenzie No. 23 held on Wednesday, November 9, 2005 in Council  
Chambers, Fort Vermilion, Alberta:**

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

Reeve Neufeld called the meeting to order at 10:00 a.m.

**BUSINESS:                 2.     a)     Parks and Playgrounds**

Brenda Weibe, Roads Supervisor, presented a slide show to show Council the current status of parks and campgrounds and the municipal plan to bring all municipally owned campgrounds and playgrounds to the minimum standard as set forth in Policy ADM040 Service Levels of Municipal District Campgrounds and Playgrounds. This included detailed descriptions and photographs for Tompkins Landing, Buffalo Head Day Use Campground, Tourangeau Lake Day Use Campground, Wadlin Lake Campground, La Crete Hill Park, Reinland Park La Crete, 108<sup>th</sup>

Street Park La Crete, Machesis Lake Campground, Bridge Campground, Fort Vermilion Urban Park, Fort Vermilion Arena Park, D. A. Thomas Park, Mackenzie Housing Park, Hutch Lake Campground, and Zama Community Park.

Council asked about safety, liability and insurance issues and discussion ensued thereabouts. Roads Supervisor Weibe asked for and received direction from Council with regards to Capital and Operating budgets in time to make adjustments for the 2006 budget presentation in December. Council agreed that a meeting with the Recreation Board is in order for the Bridge Campground and that it plans to ensure that safety and liability issues are dealt with as priorities in 2006.

**b) La Crete Walking Trails Committee  
Delegation - Benjamin Friesen & Willie Wieler**

With a \$76,000 budget to work with in 2005, the Walking Trails expenses to date total \$57,000 but final accounting should bring reserves to zero by year end. A handout of the budget was reviewed.

The next planned project will start at the northwest corner of the Hamlet and extend to Lake Tourangeau, and the committee asked that the MD will consider continued funding to assist with ongoing community trails. According to Mr. Friesen and Mr. Wieler, the goal for 2006 is to have funding in place through grants, fundraising, the community and municipal support, which hopefully will match the total raised to a maximum of \$50,000 over a period of years. \*Original estimate was \$277,000 for 3 km of trail. \$200,000 projected funding will cover about 2 km.

**c) FV 46<sup>th</sup> Street Sewer Borrowing Bylaw 524/05**

At the Oct. 26 Council meeting, a decision was made to borrow the full amount of \$105,000 needed to complete the project, although the original amount was approved for \$76,000 and received first reading on Sept. 28, 2005.

**Motion 05-599**

Bylaw 524/05 – 46 St Sewer Line  
Debenture Second Reading

**MOVED** by Councillor Thompson

That second reading be given to Bylaw 524/05, being a bylaw authorizing a debenture borrowing in the amount of \$105,000 to construct a new sewer line extension on 46<sup>th</sup> Street in the Hamlet of Fort Vermilion.

**CARRIED**

**Motion 05-600**

Bylaw 524/05 – 46 St Sewer Line  
Debenture Third Reading

**MOVED** by Councillor Neudorf

That third and final reading be given to Bylaw 524/05, being a bylaw authorizing a debenture borrowing in the amount of \$105,000 to construct a new sewer line extension on 46<sup>th</sup> Street in the Hamlet of Fort Vermilion.

**CARRIED**

**d) Fort Vermilion 46<sup>th</sup> Street Sewer Main  
Local Improvement Bylaw 523/05**

Further to the Meeting on October 11, Council agreed that the local improvement charge for sanitary sewer main be approved.

**MOTION 05-601**

Bylaw 523/05 – Local Improvement  
46 St Sanitary Sewer Main  
Second Reading

**MOVED** by Councillor Thompson

That second reading be given to bylaw 523/05, being a bylaw to approve a local improvement charge for the Sanitary Sewer Main on 46<sup>th</sup> Street from Lot 2 Block 1 Plan 792 0958 to Lot 6 Block 1 Plan 792 0958 in the Hamlet of Fort Vermilion.

**CARRIED**

**MOTION 05-602**

Bylaw 523/05 – Local Improvement  
46 St Sanitary Sewer Main  
Third and Final Reading

**Moved** by Councillor Newman

That third and final reading be given to bylaw 523/05, being a bylaw to approve a local improvement charge for the Sanitary Sewer Main on 46<sup>th</sup> Street from Lot 2 Block 1 Plan 792 0958 to Lot 6 Block 1 Plan 792 0958 in the Hamlet of Fort Vermilion.

**CARRIED**

**e) (i) Reserves Summary and Reserves Policies**

Director of Corporate Services Whittleton outlined the current status of the various municipal reserves and municipal policies. A concern that the capital and operational reserves are being depleted and that infrastructure costs have been steadily increasing was the major focal point and it was indicated that this trend needs to be scrutinized closely.

**(ii) Emergency Services Reserve Policy RESV07**

This reserve was established in 2001 and the minimum annual contribution is currently set at \$150,000. The municipal ambulance services review document (Pommen Group) included an additional \$75,000 annual contribution to the ESR.

**MOTION 05-603**  
Emergency Services Reserve  
Policy RESV07

**MOVED** by Councillor Neudorf

That Emergency Services Reserve Policy RESV07 is amended to include \$225,000 as the minimum annual contribution.

**CARRIED**

**f) Debenture Summary Report Dec. 31/2004**

The year end debenture report was examined. A total of \$8,024,844 included the LC Sewer Line, Water System Upgrade, 100<sup>th</sup> St Construction, Sewer Main Extension and Water Treatment Plant plus the FT V Water Treat plant upgrade. New debentures borrowed in 2005 or to be borrowed in 2006 were listed, as were potential future debentures; a medical clinic, Zama Water Treatment Plan and La Crete Office building.

Continuing discussion about debt limit and allowances took place with the municipal district currently at approximately 30% of debt limit used at December 31, 2004.

**g) Organizational Chart**

The organizational chart was reviewed and included the current Planning, Emergency and Enforcement Services positions as approved in October 2005. The changes will be reviewed under the operating budget portion of the meeting.

**h) 2006 Assessment Estimates and Municipal Tax Revenue Projections**

Director Whittleton presented the assessment projections for 2006 using a conservative estimate prepared by consultations with municipal Assessor and the Development Department. (Development permits and construction values for residential and commercial developments were evaluated.) Tax rate and tax revenue history were evaluated.

The Reeve called for a recess for lunch at noon; the meeting reconvened at 1:00 p.m.

**i) 2006 Budget Code Structure**

Director Whittleton spoke about the variety of codes used throughout the budget, as they pertain to the classification of expenses and revenues.

**j) 2006 Operating Budget**

A summary of the 2006 Operating Budget was examined in detail, as presented in the Council information package. Revenues and Expenditures were analyzed and categories were described for clarity.

The Organizational Chart was studied closely and position descriptions were explained where additional staff has been requested.

The Direction of Operational Services position was removed from the budget and the two Parks and Playgrounds General Maintenance Labourers are to report to the North and South lead hands.

Director of Planning & Emergency Services Driedger went over the proposed changes to the Organizational Chart, with an additional seasonal development officer and administrative assistant, and a full time enforcement officer and a fire-safety codes/training officer being requested.

Active debate took place regarding the current personnel structure and qualifying the need for additional staff and costs associated. Growth and development and the maintenance of municipal infrastructure are driving a need for more workers to fulfill these requirements.

Direction to repair the Zama roads was requested, as there is substantial damage to address and the \$25,000 planned budget is substantially short to support this requirement.

The mill rate was a key consideration - taking into account the current debenture load limit and lack of new reserves. An increase to the mill rate was contemplated, with the projected impact on reserves being quite positive.

Current reality of the Municipal District's financial situation is that no additional capital projects can be financed unless covered by Alberta Municipal Infrastructure Program or other grant money.

A municipal census will be added to the 2006 budget.

The meeting recessed at 3:50 for a 10 minute break.

**k) La Crete Agricultural Society  
Guarantee Bylaw 531/05**

There was no further discussion of this matter.

**MOTION 05-604**

**MOVED** by Councillor Watson

That first reading be given to Bylaw 531/05, being a bylaw authorizing a guarantee of repayment of \$1,000,000 loan between La Crete Agricultural Society and an authorized financial institution for the period of 25 years.

**DEFEATED**

**Regional Economic Development Initiative**

As discussed at the November 8, 2005 meeting, Council considered a request to extend an annual operating grant of \$21,750 to REDI. The economic impact of big box stores on the region was talked about, and potential loss of revenues to local business. Maintaining an assertive position with REDI offers a regional advantage, and Council requests that REDI be invited to make a presentation to Council before the budget is finalized.

**Walking Trails and AG Society La Crete**

Council advised amending existing policy to create a Community Enhancement Program so that annual funding is available to other community organizations in the MD. Heated debate resulted in a number of ideas involving community project funding for future, the restructuring of existing policies and the promotion of this available funding to the various communities.

\$20,000 for the La Crete Walking Trails was added to Grants to Other Organizations scheduled for consideration in the 2006 budget.

**DATE OF NEXT MEETING:**

3. a) **Budget Meeting**  
December 2 & 3, 2005  
10:00 am  
Fort Vermilion Council Chambers

**ADJOURNMENT:**

4. a) **Meeting Adjournment**

**MOTION 05-605**

**MOVED** by Councillor Driedger

That the Special Meeting of Council is adjourned at 4:35 p.m.

**CARRIED**

These minutes were approved by Council on the 23<sup>rd</sup> day of November 2005.

"B. Neufeld" (signature on file)  
Bill Neufeld, Reeve

"C. Woodward" (signature on file)  
Christine Woodward, Executive Assistant