

**MACKENZIE COUNTY  
BUDGET COUNCIL MEETING**

**Tuesday, November 21 & Wednesday, November 22, 2023  
10:00 a.m.**

**Fort Vermilion Council Chambers  
Fort Vermilion, AB**

**PRESENT:**

Josh Knelsen	Reeve
Walter Sarapuk	Deputy Reeve
Peter F. Braun	Councillor
Cameron Cardinal	Councillor (left at 3:37 p.m. on November 21, 2023, left the meeting at 11:55 a.m. on November 22, 2023 and rejoined the meeting at 12:56 p.m.)
David Driedger	Councillor
Ernest Peters	Councillor
Garrell Smith	Councillor (virtual on November 22, 2023 left the meeting at 10:56 a.m. and rejoined the meeting virtually at 12:42 p.m. and left the meeting virtually at 1:00 p.m.)
Lisa Wardley	Councillor (arrived at 10:07 a.m. on November 21, 2023, left the meeting at 11:55a.m. on November 22, 2023 and rejoined the meeting at 12:56 p.m.)
Dale Wiebe	Councillor

**REGRETS:**

**ADMINISTRATION:**

Darrell Derksen	Chief Administrative Officer
Don Roberts	Director of Community Services (Nov. 22)
Jennifer Batt	Director of Finance
Caitlin Smith	Director of Planning & Agriculture (Nov. 22)
Byron Peters	Director of Projects and Infrastructure
John Zacharias	Director of Utilities (Nov. 22)
Willie Schmidt	Fleet Maintenance Manager (Nov. 22)
Andy Banman	Manager of Operations (Nov. 22)
Louise Flooren	Manager of Legislative & Support Services/ Recording Secretary

**ALSO PRESENT:** Member of the Public  
Compass Assessment Consultants Inc., Assessor Aaron Steblyk

Minutes of the Budget Council Meeting for Mackenzie County held on November 21-22, 2023 in the Council Chambers at the Fort Vermilion County Office.

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

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

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

**MOTION 23-11-910 MOVED** by Councillor Braun

That the agenda be adopted with the following addition:

4. a) Policy Matter (*FOIP Sections 23 and 24*)

**CARRIED**

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

**TENDERS: 5. a) None**

**PUBLIC HEARINGS: 6. a) None**

**GENERAL REPORTS: 8. a) None**

**AGRICULTURE SERVICES: 9. a) None**

**COMMUNITY SERVICES: 10. a) None**

**FINANCE: 11. a) Draft 2024 Operating Budget**

Reeve Knelsen recessed the meeting at 11:04 a.m. and reconvened the meeting at 11:17 a.m.

**MOTION 23-11-911 MOVED** by Councillor Braun  
Requires 2/3

That the Draft 2024 Operating Budget be amended to include Tracking Sheet change #1 as presented.

**CARRIED**

**MOTION 23-11-912 MOVED** by Councillor Wiebe  
Requires 2/3

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That administration continues to develop the 2024 Operating Budget, and present at the next Budget Council meeting as discussed.

**CARRIED**

**FINANCE**

**11. b) Not for Profit 2024 Grant Applications**

Reeve Knelsen recessed the meeting at 12:03 p.m. and reconvened the meeting at 12:48 p.m.

Reeve Knelsen recessed the meeting at 1:58 p.m. and reconvened the meeting at 2:09 p.m.

**MOTION 23-11-913**  
Requires 2/3

**MOVED** by Councillor Smith

That the 2024 Non-Profit Organization grant applications be recommended as discussed, and be brought to the December 6-7, 2023 Budget Council meeting for further review.

**CARRIED**

Reeve Knelsen recessed the meeting at 3:23 p.m., Councillor Cardinal left the meeting at 3:37 p.m. and Reeve Knelsen reconvened the meeting at 3:39 p.m.

**FINANCE**

**11. c) New Reserve Policies – Housing & Library Facilities RESV028, RESV029, RESV030, RESV031**

**MOTION 23-11-914**

**MOVED** by Councillor Wardley

That Policy RESV028 Housing Facilities Reserve - Zama be approved as amended.

**CARRIED**

**MOTION 23-11-915**

**MOVED** by Councillor Braun

That Policy RESV029 Rental Facilities Reserve – Fort Vermilion be approved as amended.

**CARRIED**

**MOTION 23-11-916**

**MOVED** by Deputy Reeve Sarapuk

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That Policy RESV030 Fort Vermilion Library Reserve be approved as amended.

**CARRIED**

**MOTION 23-11-917**      **MOVED** by Councillor Wardley

That Policy RESV031 La Crete Library Reserve be approved as amended.

**CARRIED**

**FINANCE**                      **11. d) Review Recreation Reserve Policies RESV022, RESV023, RESV024 and New Policy RESV027**

**MOTION 23-11-918**      **MOVED** by Councillor Braun

That the RESV022 La Crete Recreation Reserve Policy be amended as discussed.

**CARRIED**

**MOTION 23-11-919**      **MOVED** by Deputy Reeve Sarapuk

That the RESV023 Fort Vermilion Recreation Reserve Policy be amended as discussed.

**CARRIED**

**MOTION 23-11-920**      **MOVED** by Councillor Wardley

That the RESV024 Zama Recreation Reserve Policy be amended as discussed.

**CARRIED**

**MOTION 23-11-921**      **MOVED** by Councillor Peters

That Policy RESV027 Tompkins Improvement Area Reserve be approved as amended.

**CARRIED**

Reeve Knelsen recessed the meeting at 4:07 p.m. on November 21, 2023 and reconvened the meeting at 10:00 a.m. on November 22, 2023.

**FINANCE**

**11. e) Review 2023 One Time Projects – Carry Forwards**

**MOTION 23-11-922**  
Requires 2/3

**MOVED** by Councillor Braun

That the 2023 One Time projects requiring additional funding to complete projects in 2024 have their budgets amended as follows:

- FV Fishing Opportunities (MARA, Tompkins Twin Ponds) (2023) –\$20,000
- Municipal Development Plan (2020) –\$50,000
- Water Diversion License Review (2018) –\$10,000

with funding coming from the 2024 taxation levy, and that administration incorporates into the Draft 2024 Operating budget.

**CARRIED**

**MOTION 23-11-923**  
Requires 2/3

**MOVED** by Councillor Wiebe

That administration incorporates the requested 2023 One Time Carry Forward projects in the Draft 2024 Operating budget.

**CARRIED**

**FINANCE**

**11. f) Review 2023 Capital Projects – Carry Forwards**

**MOTION 23-11-924**  
Requires 2/3

**MOVED** by Councillor Wardley

That administration incorporates the requested 2023 Capital Carry Forward projects in the Draft 2024 budget as amended.

**CARRIED**

Councillor Smith left the meeting virtually at 10:56 a.m. Reeve Knelsen recessed the meeting at 11:05 a.m. and reconvened the meeting at 11:18 a.m.

**DELEGATIONS:**

**7. a) Compass Assessment Consultants Inc. , Aaron Steblyk**

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Councillor Cardinal and Councillor Wardley left the meeting at 11:55 a.m.

Reeve Knelsen recessed the meeting at 12:03 p.m., Councillor Smith rejoined the meeting virtually at 12:42 p.m., and Reeve Knelsen reconvened the meeting at 12:45 p.m.

**MOTION 23-11-925**      **MOVED** by Councillor Driedger

That the discussion with Compass Assessment Consultants Inc. be received for information.

**CARRIED**

**COMMUNITY SERVICES:**      **10. a) Waste Collection**

Councillor Cardinal and Councillor Wardley rejoined the meeting at 12:56 p.m.

**MOTION 23-11-926**      **MOVED** by Councillor Peters

That the Waste Collection information be brought to a future Committee of the Whole Meeting for further discussion.

**CARRIED**

**FINANCE**      **11. h) 2024 Capital Projects and 5 year and Future Plans**

Councillor Smith left the meeting virtually at 1:00 p.m.

Reeve Knelsen recessed the meeting at 2:27 p.m. and reconvened the meeting at 2:42 p.m.

Reeve Knelsen recessed the meeting at 3:56 p.m. and reconvened the meeting at 4:06 p.m.

**MOTION 23-11-927**      **MOVED** by Deputy Reeve Sarapuk

That the 5 year Capital Plan (2024-2028) and Future Years Plan be amended as discussed.

**CARRIED**

**MOTION 23-11-928**      **MOVED** by Councillor Wiebe

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That administration bring forward funding options for the recommended 2024 Capital projects to the December 6-7, 2023 Budget Council Meeting as discussed.

**CARRIED**

**CLOSED MEETING: 4. Closed Meeting (ADDITION)**

**MOTION 23-11-929** **MOVED** by Councillor Driedger  
Requires Unanimous

That Council move into a closed meeting at 4:22 p.m. to discuss the following:

4.a) Policy Matter (*FOIP Sections 23 and 24*)

**CARRIED UNANIMOUSLY**

The following individuals were present during the closed meeting discussion. (*MGA Section 197*)

- All Councillors Present excluding Councillor Smith
- Darrell Derksen, Chief Administrative Officer
- Caitlin Smith, Director of Planning and Agriculture
- Byron Peters, Director of Projects and Infrastructure
- Louise Flooren, Manager of Legislative & Support Services/ Recording Secretary

Byron Peters, Director of Projects and Infrastructure and Caitlin Smith, Director of Planning and Agriculture left the meeting at 4:40 p.m.

**MOTION 23-11-930** **MOVED** by Councillor Braun  
Requires Unanimous

That Council move out of a closed meeting at 5:14 p.m.

**CARRIED UNANIMOUSLY**

**FINANCE 11. g) Bylaw 1272-22 Honorariums and Related Expense Reimbursement for Councillors and Approved Committee Members**

**MOTION 23-11-931** **MOVED** by Councillor Wardley  
Requires 2/3

That Councils 2024 Operating Budget be amended as per Tracking Sheet of Changes Item # 2.

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**CARRIED**

**OPERATIONS: 12. a) None**

**ADMINISTRATION: 15. a) None**

**COMMITTEE OF THE WHOLE ITEMS: 16. a) None**

**COUNCIL COMMITTEE REPORTS: 17. a) None**

**INFORMATION / CORRESPONDENCE: 18. a) None**

**NOTICE OF MOTION: 19. a) None**

**NEXT MEETING DATES: 20. a) Next Meeting Dates**

Regular Council Meeting  
November 28, 2023  
10:00 a.m.  
Fort Vermilion Council Chambers

Budget Council Meeting  
December 6-7, 2023  
10:00 a.m.  
Fort Vermilion Council Chambers

**ADJOURNMENT: 22. a) Adjournment**

**MOTION 23-11-932 MOVED** by Councillor Braun

That the council meeting be adjourned at 5:18 p.m.

**CARRIED**

These minutes were approved at the December 12, 2023 Regular Council Meeting.

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Joshua Knelsen  
Reeve

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Darrell Derksen  
Chief Administrative Officer

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