

**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING**

**Tuesday, May 7, 2024  
10:00 a.m.**

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

**PRESENT:**

Joshua Knelsen	Reeve
Walter Sarapuk	Deputy Reeve
Peter F. Braun	Councillor
Cameron Cardinal	Councillor
David Driedger	Councillor
Eileen Morris	Councillor
Ernest Peters	Councillor
Garrell Smith	Councillor
Lisa Wardley	Councillor (virtual)
Dale Wiebe	Councillor (joined the meeting virtually at 10:08 a.m.)

**REGRETS:**

**ADMINISTRATION:**

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

**ALSO PRESENT:** St. Mary's Catholic School – Grade 6 Students  
Member of the Public

Minutes of the Regular Council Meeting for Mackenzie County held on May 7, 2024 in the Council Chambers at the Fort Vermilion County Office.

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

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

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**AGENDA:**

**2. a) Adoption of Agenda**

**MOTION 24-05-355**

**MOVED** by Councillor Cardinal

That the agenda be approved as presented.

**CARRIED**

**ADOPTION OF  
PREVIOUS MINUTES:**

**3. a) Minutes of the April 24, 2024 Regular Council Meeting**

**MOTION 24-05-356**

**MOVED** by Councillor Wardley

That the minutes of the April 24, 2024 Regular Council Meeting be adopted as presented.

**CARRIED**

**COMMUNITY  
SERVICES:**

**10. b) Fort Vermilion Street Banner Project**

Councillor Wiebe joined the meeting virtually at 10:08 a.m.

**MOTION 24-05-357**

**MOVED** by Councillor Morris

That the Fort Vermilion Street Banner Project be received for information

**CARRIED**

**COMMUNITY  
SERVICES:**

**10. a) Spring Hamlet Clean-up Campaign**

**MOTION 24-05-358**  
Requires 2/3

**MOVED** by Councillor Cardinal

That Mackenzie County accept the Zama Fire Department offer of \$700 to conduct Zama hamlet clean-up and the offer of \$4,500 from the La Crete Minor Hockey to conduct the La Crete hamlet clean-up and an additional \$4,500 to conduct the Fort Vermilion hamlet clean up.

**CARRIED**

**MOTION 24-05-359**

**MOVED** by Councillor Wardley

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That Administration publicly advertise a “One Day” Free disposal at all transfer stations including the Mackenzie Regional Landfill for residents of Mackenzie County.

**CARRIED**

**TENDERS:** 5. a) None

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

**DELEGATIONS:** 7. a) **St. Mary’s Catholic School – Grade 6 Students**

**MOTION 24-05-360** **MOVED** by Councillor Morris

The St. Mary’s Catholic School Grade 6 class elected Adisyn Alook as their Junior Reeve prior to attending the Regular Council Meeting.

The grade 6 students from St. Mary’s Catholic School were given an opportunity to present questions to Council, these included:

- *Why did you decide to show an interest in the position of reeve?*
- *What is the best part of your job?*
- *What would I need to do to become a council member?*
- *Can you pave the roads leading to the top of the hill near to the new development?*
- *Have you considered building a public pool here in Fort Vermilion?*
- *Since the provincial government oversees education, can you lobby for a later start to school?*
- *How can you encourage young people to take a deeper interest in council meetings and the operations of the community?*
- *Can you do anything to reduce the food prices here in Fort?*
- *Have you considered implementing programs to reduce the high levels of alcoholism here in Fort Vermilion?*
- *How can the council help with reducing under age kids using illegal substances?*
- *How can a councillor reduce pollution?*

**CARRIED**

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Reeve Knelsen recessed the meeting at 10:56 a.m. and reconvened the meeting at 11:17 a.m.

**PLANNING &  
DEVELOPMENT:**

**15. a) Land Use Bylaw Amendment to Rezone Plan 202 1350, Block 03, Lots 1-25 from Country Recreational “CREC” to Country Recreational 2 “CREC2”**

**MOTION 24-05-361**

**MOVED** by Councillor Braun

That first reading be given to Bylaw 1335-24 being a Land Use Bylaw Amendment to rezone Plan 202 1350, Block 03, Lots 1-25 from Country Recreational “CREC” to Country Recreational 2 “CREC2”, subject to public hearing input.

**CARRIED**

**PLANNING &  
DEVELOPMENT:**

**15. b) Part of Plan 102 5530, Block 35, Lot APUL (Public Utility Lane) (Hamlet of La Crete)**

**MOTION 24-05-362**

**MOVED** by Councillor Wardley

That Mackenzie County uphold the letter dated September 11, 2023 in regards to Part of Plan 102 5530, Block 35, Lot APUL.

**CARRIED**

**GENERAL  
REPORTS:**

**8. a) Director & Manager Reports for April 2024**

**MOTION 24-05-363**

**MOVED** by Deputy Reeve Sarapuk

That the Director & Manager reports for April 2024 be received for information.

**CARRIED**

**CLOSED MEETING:**

**4. a) Closed Meeting**

**MOTION 24-05-364**

**MOVED** by Councillor Wardley

That Council move into a closed meeting at 11:40 a.m. to discuss the following:

- 4.a) Annexation Legal Fees – Town of High Level  
(FOIP Section 25)

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4.b) Legal Update (*FOIP Sections 23, 24, 25 and 27*)

**CARRIED**

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

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

**MOTION 24-05-365**      **MOVED** by Councillor Cardinal

That Council move out of a closed meeting at 12:08 p.m.

**CARRIED**

Reeve Knelsen recessed the meeting at 12:09 p.m. and reconvened the meeting at 12:35 p.m.

**CLOSED MEETING:**      **4. a) Closed Meeting**

**MOTION 24-05-366**      **MOVED** by Councillor Cardinal

That Council move into a closed meeting at 12:35 p.m. to discuss the following:

4.c) CAO Report (*FOIP Sections 16, 17, 23 and 24*)

**CARRIED**

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

- All Councillors Present
- Darrell Derksen, Chief Administrative Officer

**MOTION 24-05-367**      **MOVED** by Councillor Braun

That Council move out of a closed meeting at 1:19 p.m.

**CARRIED**

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Reeve Knelsen recessed the meeting at 1:19 p.m. and reconvened the meeting at 1:29 p.m.

**CLOSED MEETING: 4. a) Annexation Legal Fees – Town of High Level**

**MOTION 24-05-368 MOVED** by Councillor Peters

That the Annexation Legal Fees – Town of High Level report be received for information.

**CARRIED**

**CLOSED MEETING: 4. b) Legal Update**

**MOTION 24-05-369 MOVED** by Councillor Driedger

That the Legal Update be received for information.

**CARRIED**

**CLOSED MEETING: 4. c) CAO Report**

**MOTION 24-05-370 MOVED** by Deputy Reeve Sarapuk

That the CAO report be received for information.

**CARRIED**

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

**FINANCE: 11. a) Asset Retirement Obligation – Budget Amendment**

**MOTION 24-05-371 MOVED** by Councillor Wardley  
Requires 2/3

That the 2024 One Time Budget be amended to include the Asset Retirement Obligation project in the amount of \$250,000 with funding coming from the General Operating Reserve.

**CARRIED**

**FINANCE: 11. b) Residential Tax Incentive**

**MOTION 24-05-372 MOVED** by Councillor Wardley

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That the Residential Tax Incentive report be received for information.

**CARRIED**

**FINANCE:**

**11. c) Amend - Policy FIN025 Purchasing Policy**

**MOTION 24-05-373**

**MOVED** by Councillor Peters

That Policy FIN025 Purchasing Policy be amended as presented.

**CARRIED**

**PROJECTS &  
INFRASTRUCTURE:**

**12. a) La Crete 2024 East Waterline Extension – Tender Update**

**MOTION 24-05-374**

**MOVED** by Councillor Braun

That first reading be given to Bylaw 1339-24 the La Crete East Waterline Offsite Levy Bylaw.

**CARRIED**

**MOTION 24-05-375**  
Requires 2/3

**MOVED** by Deputy Reeve Sarapuk

That the 2024 Capital Project budget for the La Crete East Waterline funding sources be amended to \$350,000 from other source funding, and by \$842,773 from the Water/Sewer Infrastructure Reserve, with \$792,773 to be collected by Offsite Levy Bylaw.

**CARRIED**

**MOTION 24-05-376**

**MOVED** by Councillor Peters

That the La Crete 2024 Waterline Extension (La Crete East Waterline) tender be awarded to the lowest qualifying proponent while staying within budget.

**CARRIED**

**OPERATIONS:**

**13. a) Budget Amendment - TWP RD 105-5 (Sawmills Road) Asphalt**

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Reeve Knelsen recessed the meeting at 2:31 p.m. and reconvened the meeting at 2:38 p.m.

**MOTION 24-05-377**      **MOVED** by Councillor Wardley

That administration bring back a Local Improvement Bylaw for TWP RD 105-5 (Sawmills Road) Asphalt project with 70% for benefiting landowner and 30% Mackenzie County funding model based on assessment.

**CARRIED**

**OPERATIONS:**      **13. b) Budget Amendment - Zama Access Culvert Replacement**

**MOTION 23-05-378**      **MOVED** By Councillor Wardley  
Requires 2/3

That the 2024 Capital Budget be amended by \$90,000 for the Zama Access Culvert Replacement project with funding coming from the Road Reserve.

**CARRIED**

**UTILITIES:**      **14. a) None**

**ADMINISTRATION:**      **16. a) Bylaw 1336-24 Subdivision and Development Appeal Board**

**MOTION 24-05-379**      **MOVED** by Councillor Braun

That first reading be given to Bylaw 1336-24 being the Subdivision and Development Appeal Board Bylaw.

**CARRIED**

**MOTION 24-05-380**      **MOVED** by Councillor Smith

That second reading be given to Bylaw 1336-24 being the Subdivision and Development Appeal Board Bylaw.

**CARRIED**

**MOTION 24-05-381**      **MOVED** by Councillor Morris  
Requires Unanimous

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That consideration be given to go to third reading of Bylaw 1336-24 being the Subdivision and Development Appeal Board Bylaw.

**CARRIED UNANIMOUSLY**

**MOTION 24-05-382**      **MOVED** by Councillor Cardinal

That third and final reading be given to Bylaw 1336-24 being the Subdivision and Development Appeal Board Bylaw.

**CARRIED**

**ADMINISTRATION:**      **16. b) Bylaw 1337-24 Assessment Review Board**

**MOTION 24-05-383**      **MOVED** by Councillor Braun

That first reading be given to Bylaw 1337-24 being the Assessment Review Board Bylaw.

**CARRIED**

**MOTION 24-05-384**      **MOVED** by Councillor Wardley

That second reading be given to Bylaw 1337-24 being the Assessment Review Board Bylaw.

**CARRIED**

**MOTION 24-05-385**      **MOVED** by Councillor Morris  
Requires Unanimous

That consideration be given to go to third reading of Bylaw 1337-24 being the Assessment Review Board Bylaw.

**CARRIED UNANIMOUSLY**

**MOTION 24-05-386**      **MOVED** by Councillor Smith

That third and final reading be given to Bylaw 1337-24 being the Assessment Review Board Bylaw.

**CARRIED**

**ADMINISTRATION:**      **16. c) Alberta Municipalities (ABmunis) Convention & Summer 2024 Municipal Leaders Caucus**

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**MOTION 24-05-387      MOVED** by Councillor Braun

That following Councillors to be authorized to attend the ABmunis Conference from September 25 – 27, 2024 in Red Deer, Alberta:

- 1. Councillor Driedger
- 2. Councillor Morris

**CARRIED**

**MOTION 24-05-388      MOVED** by Councillor Cardinal

That the following Councillors be authorized to attend the ABmunis 2024 Municipal Leaders Caucus on June 12, 2024 in Falher, Alberta:

- 1. Councillor Cardinal
- 2. Councillor Wardley

**CARRIED**

**MOTION 24-05-389      MOVED** by Councillor Smith

That the following Councillors to be authorized to attend the Alberta Forest Products Association Annual General Meeting on September 25-27, 2024 in Jasper, Alberta:

- 1. Reeve Knelsen
- 2. Councillor Braun
- 3. Councillor Cardinal
- 4. Councillor Smith
- 5. Councillor Wardley

**CARRIED**

**COMMITTEE OF THE WHOLE ITEMS:**      17. a) None

**COUNCIL COMMITTEE REPORTS:**      18. a) Council Committee Reports

**MOTION 24-05-390      MOVED** by Councillor Driedger

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That the Council Committee Reports be received for information.

**CARRIED**

**COUNCIL  
COMMITTEE  
REPORTS:**

**18. b) Community Services Committee Meeting Minutes**

**MOTION 24-05-391**

**MOVED** by Councillor Smith

That the approved Community Services Committee meeting minutes of March 7, 2024 and April 4, 2024 be received for information.

**CARRIED**

**COUNCIL  
COMMITTEE  
REPORTS:**

**18. c) Municipal Planning Commission Meeting Minutes**

**MOTION 24-05-392**

**MOVED** by Councillor Smith

That the approved Municipal Planning Commission meeting minutes of March 28, 2024 be received for information.

**CARRIED**

**INFORMATION/  
CORRESPONDENCE:**

**19. a) Information/Correspondence**

**MOTION 24-05-393**

**MOVED** by Councillor Cardinal

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

**CARRIED**

**NEXT MEETING  
DATES:**

**21. a) Next Meeting Dates**

Regular Council Meeting  
May 22, 2024  
10:00 a.m.  
Fort Vermilion Council Chambers

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Regular Council Meeting  
June 11, 2024  
10:00 a.m.  
Fort Vermilion Council Chambers

**ADJOURNMENT: 22. a) Adjournment**

**MOTION 24-05-394 MOVED** by Deputy Reeve Sarapuk

That the Council meeting be adjourned at 3:44 p.m.

**CARRIED**

These minutes were approved at the May 22, 2024 Regular Council Meeting.

(original signed)  
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Joshua Knelsen  
Reeve

(original signed)  
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Darrell Derksen  
Chief Administrative Officer

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