

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Tuesday, June 11, 2024
10:00 a.m.**

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

PRESENT:	Joshua Knelsen	Reeve (virtual, left the meeting at 12:00 p.m.)
	Walter Sarapuk	Deputy Reeve
	Peter F. Braun	Councillor
	Cameron Cardinal	Councillor (left the meeting at 12:18 p.m.)
	David Driedger	Councillor (left the meeting at 12:18 p.m.)
	Eileen Morris	Councillor (virtual)
	Ernest Peters	Councillor
	Garrell Smith	Councillor
	Lisa Wardley	Councillor (virtual)
REGRETS:	Dale Wiebe	Councillor
ADMINISTRATION:	Darrell Derksen	Chief Administrative Officer
	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
	Louise Flooren	Manager of Legislative & Support Services/ Recording Secretary

ALSO PRESENT:

Minutes of the Regular Council Meeting for Mackenzie County held on June 11, 2024 in the Council Chambers at the Fort Vermilion County Office.

CALL TO ORDER: 1. a) Call to Order

Deputy Reeve Sarapuk called the meeting to order at 10:01 a.m.

AGENDA: 2. a) Adoption of Agenda

MOTION 24-06-452 MOVED by Councillor Braun

That the agenda be adopted with the following addition:

10. b) Tourangeau Lake

CARRIED

ADOPTION OF PREVIOUS MINUTES: 3. a) **Minutes of the May 22, 2024 Regular Council Meeting**

MOTION 24-06-453 **MOVED** by Councillor Cardinal

That the minutes of the May 22, 2024 Regular Council Meeting be adopted as presented.

CARRIED

ADOPTION OF PREVIOUS MINUTES: 3. b) **Minutes of the May 28, 2024 Special Council Meeting**

MOTION 24-06-454 **MOVED** by Councillor Smith

That the minutes of the May 28, 2024 Special Council Meeting be adopted as presented.

CARRIED

ADOPTION OF PREVIOUS MINUTES: 3. c) **Business Arising out of the Minutes**

None.

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

MOTION 24-06-455 **MOVED** by Councillor Driedger

That Council move into a closed meeting at 10:04 a.m. to discuss the following:

- 4.a) Zama Land (*FOIP Sections 23, 24, 25, and 27*)
- 4.b) CAO Report (*FOIP Sections 23, 24, 25 and 27*)
- 4.c) Organizational Chart (*FOIP Sections 23, 24 and 27*)
- 4.d) Financial – Contract Review (*FOIP Sections 25*)
- 4.e) Insurance (*FOIP Sections 16, and 17*)

CARRIED

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

- All Councillors Present excluding Councillor Wiebe
- Darrell Derksen, Chief Administrative Officer
- 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
- Louise Flooren, Manager of Legislative & Support Services/ Recording Secretary

Administration left the meeting at 10:31 a.m. excluding Darrell Derksen, Chief Administrative Officer.

MOTION 24-06-456 **MOVED** by Councillor Braun

That Council move out of a closed meeting at 11:30 a.m.

CARRIED

CLOSED MEETING: **4. a) Zama Land**

MOTION 24-06-457 **MOVED** by Councillor Wardley

That the following tax rolls be advertised for development and future consideration of sale at assessed value:

- Tax Roll #081767
- Tax Roll #313886

CARRIED

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

MOTION 24-06-458 **MOVED** by Councillor Braun

That the CAO Report be received for information.

CARRIED

CLOSED MEETING: **4. c) Organizational Chart**

MOTION 24-06-459 **MOVED** by Councillor Peters

That the Organizational Chart discussion be received for information.

CARRIED

CLOSED MEETING: 4. d) Financial – Contract Review

MOTION 24-06-460 MOVED by Councillor Cardinal

That the Financial Contract review report be received for information.

CARRIED

CLOSED MEETING: 4. e) Insurance

MOTION 24-06-461 MOVED by Councillor Driedger

That the 2023-2024 Insurance summary report up to and including April 25, 2024 be received for information.

CARRIED

TENDERS: 5. a) None

GENERAL REPORTS: 8. a) None

AGRICULTURE SERVICES: 9. a) Agricultural Fieldman – Delegation of Authority

MOTION 24-06-462 MOVED by Councillor Wardley

That Landon Driedger be appointed as Agricultural Fieldman for Mackenzie County under Section 8 of the Agricultural Service Board Act.

CARRIED

COMMUNITY SERVICES: 10. a) La Crete Recreation Society – Emergent Funds Request

MOTION 24-06-463 MOVED by Councillor Cardinal
Requires 2/3

That the 2023 One Time project budget be amended to include \$6,500 for the repairs to the new ice plant located in the Raymond Knelsen ice rink at the Northern Lights Recreation Center with funding coming from the La Crete Recreation Reserve.

CARRIED

COMMUNITY SERVICES:

10. b) Tourangeau Lake (ADDITION)

MOTION 24-06-464
Requires Unanimous

MOVED by Councillor Cardinal

That firewood be stocked at all day use parks as wood supply and staffing permits.

CARRIED UNANIMOUSLY

FINANCE:

11. a) Request to Write-Off / Remove Taxes & Penalties Tax Roll 075417

MOTION 24-06-465
Requires 2/3

MOVED by Councillor Wardley

That Council approve writing off penalties on tax roll # 075417 in the amount of \$4,596.41.

CARRIED

FINANCE:

11. b) Disaster Recovery Program – 2023 Northwest Territories Wildfire Evacuee Support Claim

MOTION 24-06-466

MOVED by Councillor Smith

That the Disaster Recovery Program - 2023 Northwest Territories Wildfire Evacuee Support Claim report be received for information.

CARRIED

FINANCE:

11. c) Amend Policy FIN025 Purchasing Authority Directive and Tendering Process

MOTION 24-06-467

MOVED by Councillor Braun

That Policy FIN025 Purchasing Authority Directive and Tendering Process be amended as presented.

CARRIED

FINANCE: 11. d) Amend Policy PW018 Hiring of Private Equipment

MOTION 24-06-468 MOVED by Councillor Driedger

That Policy PW018 Hiring of Private Equipment be amended as presented.

CARRIED

FINANCE: 11. e) Councillor Expense Claims

MOTION 24-06-469 MOVED by Councillor Driedger

That the Councillor Expense Claims for May 2024 be received for information.

CARRIED

FINANCE: 11. f) Members at Large Expense Claims

MOTION 24-06-470 MOVED by Councillor Peters

That the Member at Large Expense Claims for May 2024 be received for information.

CARRIED

PROJECTS & INFRASTRUCTURE: 12. a) None

OPERATIONS: 13. a) New Policy PW044 Road Maintenance, Repair and Snow Clearing and Removal

MOTION 26-06-471 MOVED by Councillor Cardinal

That Policy PW004 Winter Road Maintenance Policy be rescinded.

CARRIED

MOTION 26-06-472

MOVED by Councillor Braun

That Policy PW005 Road Maintenance be rescinded.

CARRIED

MOTION 26-06-473

MOVED by Councillor Wardley

That Policy PW020 Road Repair and Rehabilitation Prioritization Criteria be rescinded.

CARRIED

MOTION 26-06-474

MOVED by Councillor Smith

That Policy PW044 Road Maintenance, Repair and Snow Clearing and Removal be approved as presented.

CARRIED

Deputy Reeve Sarapuk recessed the meeting at 12:00 p.m., Reeve Knelsen left the meeting at 12:00 p.m., Councillor Cardinal and Councillor Driedger left the meeting at 12:18 p.m. Deputy Reeve Sarapuk reconvened the meeting at 12:31 p.m.

OPERATIONS:

13.b) Budget Amendment - TWP RD 105-5 (Sawmills Road) Rebuild

MOTION 24-06-475
Requires 2/3

MOVED by Councillor Peters

That motion 24-05-377 be rescinded.

CARRIED

MOTION 24-06-476
Requires 2/3

MOVED by Councillor Peters

That the 2024 Capital budget be amended to include \$350,000 for TWP RD 105-5 (Sawmills Road) project, with funding coming from the Road Reserve.

CARRIED

UTILITIES:

14. a) Bylaw 1339-24 La Crete East Waterline Off-Site Levy Bylaw

MOTION 24-06-477 **MOVED** by Councillor Braun

That second reading be given to Bylaw 1339-24 the La Crete East Waterline Off-Site Levy Bylaw.

CARRIED

MOTION 24-06-478 **MOVED** by Councillor Peters

That third reading be given to Bylaw 1339-24 the La Crete East Waterline Off-Site Levy Bylaw.

CARRIED

PLANNING & DEVELOPMENT: **15. a) Bylaw 1341-24 to Repeal Bylaw 1024-16 Road Closure West Side of NW 11-106-12-W5M for an Access Request**

MOTION 24-06-479 **MOVED** by Councillor Braun

That first reading be given to Bylaw 1341-24 to repeal Bylaw 1024-16 Road Closure West Side of NW 11-106-12-W5M for Access Request, subject to Public Hearing.

CARRIED

PLANNING & DEVELOPMENT: **15. b) Land Use Bylaw Amendment to Rezone Part of NW 12-105-15-W5M from Agriculture “A” to Rural Country Residential 3 “RCR3”**

MOTION 24-06-480 **MOVED** by Councillor Peters

That first reading be given to Bylaw 1342-24 being a Land Use Bylaw Amendment to Rezone Part of NW 12-105-15-W5M from Agriculture “A” to Rural Country Residential 3 “RCR3”, subject to public hearing input.

CARRIED

ADMINISTRATION: **16. a) None**

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

**COUNCIL
COMMITTEE
REPORTS:**

18. a) Council Committee Reports

MOTION 24-06-481

MOVED by Councillor Smith

That the Council Committee Reports (verbal) be received for information.

CARRIED

**COUNCIL
COMMITTEE
REPORTS:**

18. b) Municipal Planning Commission Meeting Minutes

MOTION 24-06-482

MOVED by Councillor Braun

That the approved Municipal Planning Commission meeting minutes of April 25, 2024, May 8, 2024, May 23, 2024 be received for information.

CARRIED

**INFORMATION/
CORRESPONDENCE:**

19. a) Information/Correspondence

MOTION 24-06-483

MOVED by Councillor Braun

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

CARRIED

PUBLIC HEARINGS:

6. a) Bylaw 1340-24 Partial Road Closure of a portion of the road located within 106 Street and 99 Avenue

Deputy Reeve Sarapuk called the public hearing for Bylaw 1340-24 to order at 1:00 p.m.

Deputy Reeve Sarapuk asked if the public hearing for proposed Bylaw 1340-24 was properly advertised. Caitlin Smith, Director of Planning & Development answered that the Bylaw was advertised in accordance with the Municipal Government Act.

Deputy Reeve Sarapuk asked the Development Authority to outline the proposed Bylaw 1340-24 Partial Road Closure of a portion of the road located within 106 Street and 99 Avenue.

Caitlin Smith, Director of Planning & Development presented the following:

Administration has received a request to close a portion of the road (bulb) to give the developer more room for development. This will require a partial road closure bylaw and ministerial approval as this is considered a roadway. The developer will be required to send a survey plan for the road closure portion. Once the partial road closure bylaw is approved (3-18 months), the municipality will have to transfer the land.

The portion of road to be closed is approximately 265 Square Meters.

It is at Council's discretion to determine value of the land or to donate to the Heimstaed that portion. Administration has no concerns but recommends that the survey, bylaw, and land transfer costs be covered by the developer.

On May 22, 2024 proposed bylaw 1340-24 was presented to Council where the following motion was made:

Deputy Reeve Sarapuk asked if Council has any questions of the proposed Bylaw 1340-24 Partial Road Closure. There were no questions.

Deputy Reeve Sarapuk asked if any submissions were received in regards to proposed Bylaw 1340-24. There were no submissions.

Deputy Reeve Sarapuk asked if there was anyone present who would like to speak in regards to the proposed Bylaw 1340-24. There was no one present to speak to the proposed bylaw.

Deputy Reeve Sarapuk closed the public hearing for Bylaw 1340-24 at 1:01 p.m.

MOTION 24-06-484 **MOVED** by Councillor Braun

That first reading be given to Bylaw 1340-24 being a Partial Road Closure Bylaw to close a portion of the road located within 106 Street and 99 Avenue within the Hamlet of La Crete.

CARRIED

DELEGATIONS: **7. a) Municipal Census Update – Diane Chaisson, Census Coordinator**

MOTION 24-06-485 **MOVED** by Councillor Peters

That the 2024 Mackenzie County Municipal Census update be TABLED to a future council meeting.

CARRIED

NOTICE OF MOTION: **20. a) Notice of Motion**

None.

NEXT MEETING DATES: **21. a) Next Meeting Dates**

Committee of the Whole Meeting
June 25, 2024
10:00 a.m.
Fort Vermilion Council Chambers

Regular Council Meeting
June 26, 2024
10:00 a.m.
Fort Vermilion Council Chambers

ADJOURNMENT: **22. a) Adjournment**

MOTION 24-06-486 **MOVED** by Councillor Smith

That the Council meeting be adjourned at 1:03 p.m.

CARRIED

These minutes were approved at the June 26, 2024 Regular Council Meeting.

(original signed)

Joshua Knelsen
Reeve

(original signed)

Darrell Derksen
Chief Administrative Officer
