

**MACKENZIE COUNTY  
BUDGET COUNCIL MEETING**

**Tuesday, October 12, 2021  
10:00 a.m.**

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

**PRESENT:**

Josh Knelsen	Reeve
Walter Sarapuk	Deputy Reeve – virtual –left at 11:01 a.m.
Jacque Bateman	Councillor
Peter F. Braun	Councillor
Cameron Cardinal	Councillor
David Driedger	Councillor
Eric Jorgensen	Councillor – virtual -10:05 a.m.
Anthony Peters	Councillor –left meeting 11:56 a.m.
Ernest Peters	Councilor
Lisa Wardley	Councillor

**REGRETS:**

**ADMINISTRATION:**

Len Racher	Chief Administrative Officer
Byron Peters	Director of Projects and Infrastructure
Carrie Simpson	Director of Legislative Services
Jennifer Batt	Director of Finance
Jeff Simpson	Director of Operations
John Zacharias	Director of Utilities
Don Roberts	Director of Community Services
Caitlin Smith	Manager of Planning and Development
Grant Smith	Agricultural Fieldman
Willie Schmidt	Manager of Fleet Maintenance
Colleen Sarapuk	Administrative Officer /Recording Secretary

**ALSO PRESENT:** Members of the public

Minutes of the Budget Council meeting for Mackenzie County held on October 12, 2021 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.

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

**MOTION 21-10-670** **MOVED** by Councillor Wardley

That the agenda be adopted as presented.

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**CARRIED**

**3. a) None**

**CLOSED MEETING: 4. Closed Meeting**

**MOTION 21-10-671 MOVED** by Councillor A. Peters

That Council move into a closed meeting at 10:01 a.m. to discuss the following:

- 4.a) Veterinary Services Contract
- 4.b) Personnel

**CARRIED**

The following individuals were present during the closed meeting discussion. *(MGA Section 602.08(1)(6))*

- All Members of Council
- Len Racher, Chief Administrative Officer
- Byron Peters, Director of Projects & Infrastructure
- Jennifer Batt, Director of Finance
- Jeff Simpson, Director of Operations
- Carrie Simpson, Director of Legislative Services
- Don Roberts, Director of Community Services
- Caitlin Smith, Manager of Planning & Development
- Colleen Sarapuk, Administrative Officer
- Chad Roberts, Communication Coordinator
- John Zacharias, Director of Utilities

Administration left closed meeting at 10:14 a.m.

**MOTION 21-10-672 MOVED** by Councillor Braun

That Council move out of a closed meeting at 11:01 a.m.

**CARRIED**

**CLOSED MEETING: 4.a) Veterinary Services Contract**

**MOTION 21-10-673 MOVED** by Councillor E. Peters

That the Frontier Veterinary Services Contract be extended for one year ending December 31, 2022.

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**CARRIED**

**CLOSED MEETING: 4.b) Personnel**

**MOTION 21-10-674 MOVED** by Deputy Reeve Sarapuk

That the Interim CAO be approved as discussed.

**CARRIED**

The chair recessed the meeting at 11:01 am and reconvened the meeting at 11:09 a.m.

**TENDERS: 5.a) Storm Pond “A” Construction Tenders**

**MOTION 21-10-675 MOVED** by Councillor Wardley

That the Storm Pond “A” Tenders- Envelope #1 be opened.

**CARRIED**

Bidder	Required Documents
Norther Road Builders	All required Documents

**MOTION 21-10-676 MOVED** by Councillor Driedger

That the Storm Pond “A” Tenders- Envelope #2 be opened for the qualified bidders.

**CARRIED**

Bidder	Schedule A	Schedule B	Schedule C	Total
Northern Road Builders	\$231,590	\$401,827.50	\$469,695	\$1,103,112.50

**MOTION 21-10-677 MOVED** by Councillor Braun

That the Storm Pond “A” Budget be amended by \$40,000 with funds coming from the Water and Sewer Infrastructure Reserve.

**CARRIED**

**MOTION 21-10-678 MOVED** by Councillor E. Peters

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That the Storm Pond “A” contracts be awarded to the lowest qualified bidders while staying within budget.

**CARRIED**

**TENDERS: 5.b) Request For Proposals – Road Maintenance – Grader Service**

**MOTION 21-10-679 MOVED** by Councillor A Peters

That the ‘Road Maintenance – Grader Service’ Tenders - Envelope #1 be opened.

**CARRIED**

<b>Bidder</b>	<b>Required Documents</b>
B. Hinson Contracting	All required documents
Boss Services Ltd	Missing Business License

**MOTION 21-10-680 MOVED** by Councillor Wardley

That the unqualified (due to missing Mackenzie County Business License) ‘Road Maintenance – Grader Service’ Tenders be returned to the senders without opening Envelope #2.

**CARRIED**

**MOTION 21-10-681 MOVED** by Councillor Bateman

That the ‘Road Maintenance – Grader Service’ Tenders - Envelope #2 be opened for the qualified bidders.

**CARRIED**

<b>Bidder</b>	<b>Schedule A (Zama)</b>	<b>Schedule B (Chateh)</b>
B. Hinson Contracting Ltd.	\$250/hour	\$285/hour

**MOTION 21-10-682 MOVED** by Councillor Driedger

That the ‘Road Maintenance – Grader Service’ bids be declined and administration continue to investigate options for maintenance on the Zama and Chateh road.

**CARRIED**

The chair recessed the meeting at 11:59 a.m. and reconvened the meeting at 12:41 p.m.

**TENDERS:**                    **5.c) Fort Vermilion Waste Transfer Station Caretaker Contract**

**MOTION 21-10-683**        **MOVED** by Councillor Braun

That the Fort Vermilion Waste Transfer Station Caretaker Contract Envelope #1 be opened.

**CARRIED**

<b>Bidder</b>	<b>Required Documents</b>
Nigel Cardinal	All required Documents
Trudy Derksen	All required Documents

**MOTION 21-10-684**        **MOVED** by Councillor E. Peters

That the Fort Vermilion Waste Transfer Station Caretaker Contract Envelope #2 be opened.

**CARRIED**

<b>Bidder</b>	<b>Cost</b>
<b>Nigel Cardinal</b>	<b>\$1500/ month \$54,000 for 36 months</b>
Trudy Derksen	\$2000/ month \$72,000 for 36 months

**MOTION 21-10-685**        **MOVED** by Councillor Braun

That the Fort Vermilion Waste Transfer Station Caretaker contract be awarded to the lowest qualified bidder while staying within budget.

**CARRIED**

**GENERAL REPORT:**        **6.a) None**

**AGRICULTURE SERVICES:**        **7. a) None**

**COMMUNITY SERVICES:**        **8. a) None**

**FINANCE: 9. a) Buffalo Head Drainage Council Motion #18-11-885**

**MOTION 21-10-686 MOVED** by Councillor Wardley

That administration allocate \$2,294,400 from Unrestricted Surplus to the General Capital Reserve in the amount of \$1,540,000, and the Surface Water Management Reserve in the amount of \$ 754,400.

**CARRIED**

**CLOSED MEETING: 4. Closed Meeting**

**MOTION 21-10-687 MOVED** by Councillor Braun

That Council move into a closed meeting at 12:52 p.m. to discuss the following:

4.b) Personnel

**CARRIED**

The following individuals were present during the closed meeting discussion. (*MGA Section 602.08(1)(6)*)

- All Members of Council other than Councillor A. Peters and Deputy Reeve Sarapuk
- Len Racher, Chief Administrative Officer
- Jennifer Batt, Director of Finance
- Jeff Simpson, Director of Operations
- Carrie Simpson, Director of Legislative Services
- Don Roberts, Director of Community Services
- Caitlin Smith, Manager of Planning & Development
- Colleen Sarapuk, Administrative Officer
- John Zacharias, Director of Utilities
- Willie Schmidt, Fleet Maintenance Manager
- Grant Smith, Agricultural Fieldman

**MOTION 21-10-688 MOVED** by Councillor Driedger

That Council move out of a closed meeting at 1:09 p.m.

**CARRIED**

**MOTION 21-10-689 MOVED** by Councillor Wardley

That the job description for the Equipment Operator II in Zama be modified and re advertised as an out of scope position.

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**CARRIED**

**FINACE**

**9.b) Cheque Registers-August 14-October 8, 2021 Electronic Funds Transfer August –September, 2021**

**MOTION 21-10-690**

**MOVED** by Councillor Wardley

That the cheque registers from August 14 – October 8, 2021 and Electronic Funds Transfers for August 1-September 30, 2021 be received for information.

**CARRIED**

**FINACE**

**9.c) Financial Repots**

**MOTION 21-10-691**

**MOVED** by Councillor Wardley

That the Office Shower project be renamed to Council Chambers Windows.

**CARRIED**

**MOTION 21-10-692**

**MOVED** by Councillor Wardley

That the Financial Reports for January – September 30, 2021 be received for information.

**CARRIED**

**FINANCE:**

**9. d) Review 2021 One Time Projects – Carry Forwards**

**MOTION 21-10-693**  
**Requires 2/3**

**MOVED** by Councillor Braun

That administration incorporate the 2021 One Time Carry Forward projects in the Draft 2022 Operating budget as discussed.

**CARRIED**

**FINANCE:**

**9. e) Review 2022 One Time Projects**

**MOTION 21-10-694**  
**Requires 2/3**

**MOVED** by Councillor Braun

That the review of 2022 On Time Projects discussion be TABLED for future discussion.

**CARRIED**

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Reeve Knelsen recessed the meeting at 1:59 p.m. and reconvened the meeting at 2:27 p.m.

**FINANCE:**

**9. f) Draft 2022 Operating Budget (HANDOUT)**

**MOTION 21-10-695  
Requires 2/3**

**MOVED** by Councillor Wardley

That the Draft 2022 Operating Budget be received for information.

**CARRIED**

**OPERATIONS:**

**10. a) None**

**UTILITIES:**

**11. a) None**

**PLANNING &  
DEVELOPMENT:**

**12. a) 100A Street Plan (La Crete)**

**MOTION 21-10-696**

**MOVED** by Councillor Wardley

That Administration proceed with the sale of the closed portions of 100A Street to adjacent landowners at assessed value with all associated costs being borne by the buyer with the exception of those costs associated with registration of a waterline URW where required.

**CARRIED**

**MOTION 21-10-697**

**MOVED** by Councillor E. Peters

That the north portions of 100A Street (adjacent landowners) be sold back for the same price it was originally purchased to the adjacent landowners with all associated costs being borne by the applicant.

**CARRIED**

**PLANNING &  
DEVELOPMENT:**

**12. b) FVSD Bus Stop Proposal**

**MOTION 21-10-698**

**MOVED** by Councillor Wardley

That Mackenzie County supports the Fort Vermilion School Division bus stop signage in the hamlets.

**CARRIED**



**ADMINISTRATION: 13. a) RMA Fall Convention Update**

**MOTION 21-10-699 MOVED** by Councillor Driedger

That meetings be requested with the following Ministers at the RMA Fall Convention:

Minister of Infrastructure	Birthing Centre
Minister of Environment	Bridge Campsite Crown Land Recreation Tree Salvage Hay Zama Bison
Minister of Municipal Affairs	Municipal Downloading Petition Taxation Lease Lands (non energy) Disaster Services Funding Agreement
Minister of Ag & Forestry	Tree Salvage Fire Ban
K-Division	Enhanced Police

**CARRIED**

**INFORMATION / CORRESPONDENCE: 15. a) Information/Correspondence**

**MOTION 21-10-700 MOVED** by Councillor Wardley

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

**CARRIED**

**CLOSED MEETING: 4. Closed Meeting**

**MOTION 21-10-701 MOVED** by Councillor Wardley

That Council move into a closed meeting at 4:31 p.m. to discuss the following:

4.b) Personnel

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**CARRIED**

The following individuals were present during the closed meeting discussion. *(MGA Section 602.08(1)(6))*

- All Members of Council other than Councillor A. Peters and Deputy Reeve Sarapuk

**MOTION 21-10-702**      **MOVED** by Councillor Driedger

That Council move into a closed meeting at 4:55 p.m.

**CARRIED**

**NOTICE OF MOTION:**    **16. a) None**

**NEXT MEETING DATE:**                **17. a) Next Meeting Dates**

Organizational Meeting  
October 26, 2021  
10:00 a.m.  
Fort Vermilion Council Chambers

Regular Council Meeting  
October 27, 2021  
10:00 a.m.  
Fort Vermilion Council Chambers

**ADJOURNMENT:**      **20. a) Adjournment**

**MOTION 21-10-703**      **MOVED** by Councillor Braun

That the council meeting be adjourned at 4:56 p.m.

**CARRIED**

These minutes were approved at the October 27, 2021 Regular Council meeting.

(original signed)  
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Joshua Knelsen  
Reeve

(original signed)  
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Lenard Racher  
Chief Administrative Officer

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