

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Wednesday, June 22, 2022
10:00 a.m.**

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

PRESENT:	Josh Knelsen	Reeve
	Walter Sarapuk	Deputy Reeve
	Jacque Bateman	Councillor
	Peter F. Braun	Councillor
	Cameron Cardinal	Councillor
	Darrell Derksen	Councillor
	David Driedger	Councillor
	Lisa Wardley	Councillor – virtual
	Ernest Peters	Councillor – left 4:04 p.m.
REGRETS:	Garrell Smith	Councillor
ADMINISTRATION:	Byron Peters	Interim Chief Administrative Officer/ Director of Projects and Infrastructure
	Jennifer Batt	Director of Finance
	John Zacharias	Director of Utilities
	Don Roberts	Director of Community Services
	Caitlin Smith	Director of Planning and Agriculture
	Grant Smith	Agricultural Fieldman
	Colleen Sarapuk	Administrative Officer/Recording Secretary
ALSO PRESENT:	Members of the Public	

Minutes of the Regular Council meeting for Mackenzie County held on June 22, 2022 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 22-06-446 MOVED by Councillor Braun

That the agenda for the June 22, 2022 Council meeting be approved with the following additions;

4.c) Contractors

4.d) CAO Update

10.a) Waste Transfer Station hours of Operation

- 10.b) Northern Roadbuilders – Wadlin Lake Agreements
- 11 g) Re billing of Disaster Costs
- 14.b) Site Selection Development
- 15.c) Minister of Municipal Affairs
- 15.d) Community meetings

CARRIED

**ADOPTION OF
PREVIOUS MINUTES:**

3. a) Minutes of the June 8, 2022 Regular Council Meeting

MOTION 22-06-447

MOVED by Councillor Wardley

That the minutes of the June 8, 2022 Regular Council Meeting be adopted as presented.

CARRIED

**ADOPTION OF
PREVIOUS MINUTES:**

3. b) Business Arising out of the Minutes

CLOSED MEETING

4. a) CLOSED MEETING

MOTION 22-06-448

MOVED by Councillor Driedger

That Council move into a closed meeting at 10:06 a.m. to discuss the following:

- 4.a) Fort Vermilion Redevelopment Contracts (s.23, 24, 25, 27)
- 4.b) Inter Municipal Agreements (s.21, 22, 23, 24)
- 4.c) Contractors (s.23, 24, 27)
- 4.d) Personnel (s 17)

CARRIED

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

- All members of Council other than Councillor Smith
- Byron Peters, Interim Chief Administrative Officer
- Jennifer Batt, Director of Finance
- Don Roberts, Director of Community Services
- John Zacharias, Director of Utilities
- Caitlin Smith, Director of Planning & Agriculture
- Grant Smith, Agricultural Fieldman
- Colleen Sarapuk, Administrative Officer/Recording Secretary

Administration left the Closed Meeting at 10:45 a.m.

MOTION 22-06-449 **MOVED** by Councillor Driedger

That Council move out of a closed meeting at 11:07 a.m.

CARRIED

CLOSED MEETING **4. a) Fort Vermilion Redevelopment Contracts**

MOTION 22-06-450 **MOVED** by Councillor Bateman

That the Fort Vermilion Redevelopment Contracts be received for information.

CARRIED

CLOSED MEETING **4.b) Inter Municipal Agreements**

MOTION 22-06-451 **MOVED** by Councillor Braun

That the Inter Municipal Agreements be received for information.

CARRIED

CLOSED MEETING **4.c) Contractors (addition)**

MOTION 22-06-452 **MOVED** by Councillor Peters

Requires unanimous

That administration bring back the PW018 Hiring of Private Equipment to later in the Council meeting.

CARRIED UNANIMOUSLY

CLOSED MEETING **4.d) CAO Update (addition)**

MOTION 22-06-453 **MOVED** by Deputy Reeve Sarapuk

Requires unanimous

That the CAO update be received for information.

CARRIED UNANIMOUSLY

TENDERS: **5.a) Hauling of Transfer Station Waste**

Councillor Bateman declared herself in conflict of interest and left the meeting at 11:21 a.m.

MOTION 22-06-454 **MOVED** by Councillor Braun

That Waste Transfer Station Hauling Tenders – Envelope 1 be opened.

CARRIED

Bidder	Qualifying Documents
J L Waste Management	All required documents included
L& P Disposal Inc	All required documents included

MOTION 22-06-455 **MOVED** by Councillor Driedger

That Waste Transfer Station Hauling Tenders – Envelope 2 be opened for qualified bidders.

CARRIED

Bidder	Option 1 (All)	Option 2 GP1(South)	Option 2 GP2 (North)
JL Waste Management	\$89,455	\$58,298	\$27,150
L& P Disposal Inc	\$145,169.65	\$110,315.50	\$34,854.15

MOTION 22-06-456 **MOVED** by Councillor Wardley

That administration reviews the Waste Transfer Station Hauling Tenders and bring back to Council later in the meeting for awarding.

CARRIED

Councillor Bateman returned to the meeting at 11:32 a.m.

**AGRICULTURE
 SERVICES:**

9. a) Wood Buffers

MOTION 22-06-457 **MOVED** by Councillor Peters

That Mackenzie County supports sustainable agriculture and requests Alberta Environment and Parks to establish a minimum percentage of trees to remain on each quarter section sold as well as treed quarters within each township during the next phase of Provincial land sales.

CARRIED

Reeve Knelsen recessed the meeting at 12:13 p.m. and reconvened the meeting at 12:46 p.m.

PUBLIC HEARINGS: 6.a) Bylaw 1259-22 Partial Plan Cancellation and Consolidation of Plan 1160NY, Block 3, Lots 1 & 2

Reeve Knelsen called the public hearing for Bylaw 1259-22 to order at 1:01 p.m.

Reeve Knelsen asked if the public hearing for proposed bylaw 1259-22 was properly advertised. Caitlin Smith, Director of Planning & Agriculture answered that the bylaw was advertised in accordance with the Municipal Government Act.

Reeve Knelsen asked the Development Authority to outline the proposed Bylaw 1259-22 Partial Plan Cancellation and Consolidation of Plan 1160NY, Block 3, Lots 1 & 2

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

Mackenzie County has received a request to consolidate Plan 1160NY, Block 3, Lots 1 & 2 in the Hamlet of La Crete, to accommodate the existing store, a proposed addition and the parking lot. Currently the store is on Lot 2 and parking is on Lot 1. There is adequate access via 100 Street and 101 Avenue.

The lots are zoned La Crete Town Centre "LC-TC", which is appropriate for the proposed use however, one lot is not large enough to accommodate for the building and parking. The requirement was given by the Municipal Planning Commission as a condition of approval to consolidate the two (2) properties into one (1).

Reeve Knelsen asked if Council has any questions of the proposed Bylaw There were no questions.

Reeve Knelsen asked if any submissions were received in regards to proposed Bylaw 1259-22. There were no submissions.

Reeve Knelsen asked if there was anyone present who would like to speak in regards to the proposed Bylaw 1259-22. There was no one present to speak.

Reeve Knelsen closed the public hearing for Bylaw 1259-22 at 1:02 p.m.

MOTION 22-06-458 **MOVED** by Councillor Braun

That second reading be given to Bylaw 1259-22 Partial Plan Cancellation and Consolidation of Plan 1160NY, Block 3, Lots 1 & 2.

CARRIED

MOTION 22-06-459 **MOVED** by Councillor Derksen

That third reading be given to Bylaw 1259-22 Partial Plan Cancellation and Consolidation of Plan 1160NY, Block 3, Lots 1 & 2.

CARRIED

PUBLIC HEARINGS: **6.b) Bylaw 1260-22 Partial Plan Cancellation and Consolidation of Plan 012 4176, Block 01, Lots 5 & 6**

Reeve Knelsen called the public hearing for Bylaw 1260-22 to order at 1:02 p.m.

Reeve Knelsen asked if the public hearing for proposed bylaw 1260-22 was properly advertised. Caitlin Smith, Director of Planning & Agriculture answered that the bylaw was advertised in accordance with the Municipal Government Act.

Reeve Knelsen asked the Development Authority to outline the proposed Bylaw 1260-22 Partial Plan Cancellation and Consolidation of Plan 012 4176, Block 01, Lots 5 & 6.

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

Mackenzie County has received a request to consolidate Plan 012 4176, Block 1, Lots 5 & 6 in the Hamlet of La Crete, to combine the two lots separating the front and back yards, into one large lot. The lots are currently zoned Hamlet Residential 1A (H-R1A) which is appropriate for the proposed use.

Reeve Knelsen asked if Council has any questions of the proposed Bylaw. There were no questions.

Reeve Knelsen asked if any submissions were received in regards to proposed Bylaw 1260-22. There were no submissions.

Reeve Knelsen asked if there was anyone present who would like to speak in regards to the proposed Bylaw 1260-22. There was no one present to speak.

Reeve Knelsen closed the public hearing for Bylaw 1260-22 at 1:03 p.m.

MOTION 22-06-460 **MOVED** by Councillor Driedger

That second reading be given to Bylaw 1260-22 being a Partial Plan Cancellation and Consolidation Bylaw for Plan 012 4176, Block 01, Lots 5 & 6.

CARRIED

MOTION 22-06-461 **MOVED** by Councillor Peters

That third reading be given to Bylaw 1260-22 being a Partial Plan Cancellation and Consolidation Bylaw for Plan 012 4176, Block 01, Lots 5 & 6.

CARRIED

DELEGATIONS 7. a) **None**

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

TENDERS: 5.a) **Hauling of Transfer Station Waste**

Councillor Bateman declared herself in conflict of interest and left the meeting at 2:06 p.m.

MOTION 22-06-462 **MOVED** by Councillor Braun

That the Waste Transfer Station Hauling contract Option 2 Group 1 & 2 be awarded to the lowest qualified bidder, while staying within budget.

CARRIED

COMMUNITY SERVICES: 10.a) **Waste Transfer Station Hours of Operations (addition)**

MOTION 22-06-463 **MOVED** by Councillor Wardley

Requires unanimous

That Council approve the recommended changes to the hours of operation for Waste Transfer Stations as presented.

CARRIED

**COMMUNITY
 SERVICES:**

10.b) Northern Roadbuilders – Wadlin Lake Agreement (addition)

MOTION 22-06-464
 Requires unanimous

MOVED by Councillor Cardinal

That the “Compensation Agreement for Wadlin Lake Site Expansion” with the FTEN Group of Companies Inc. for marina docking sites be amended from a period of five (5) years to (10) Years.

CARRIED

FINANCE:

11.a) Amend - Policy ADM015 Hiring Contract Suppliers

MOTION 22-06-465

MOVED by Councillor Wardley

That administration draft a policy combing PW018 Hiring of Private Equipment, ADM015 Hiring Contract Suppliers and FIN 025 Purchasing Policy and bring back to future Council Meeting.

CARRIED

FINANCE:

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

FINANCE:

11. c) Amend - Policy FIN028 Credit Card Policy

MOTION 22-06-466

MOVED by Councillor Derksen

That Policy FIN028 Credit Card Policy be amended as discussed.

CARRIED

FINANCE:

11. d) Financial Reports – January 1 – May 31, 2022

MOTION 22-06-467

MOVED by Councillor Braun

That the financial reports for January 2022 to May 31, 2022 be received for information.

CARRIED

FINANCE:

11. e) Councillor Expense Claims

MOTION 22-06-468

MOVED by Councillor Bateman

That the Councillor expense claims for May 2022 be received for

information.

CARRIED

FINANCE:

11. f) Members at Large Expense Claims

MOTION 22-06-469

MOVED by Councillor Bateman

That the Member at Large Expense Claims for May 2022 be received for information.

CARRIED

FINANCE:

11. g) Re-billing of Disaster Costs (addition)

MOTION 22-06-470

Requires unanimous

MOVED by Councillor Bateman

That the expenses incurred due to illegal blockage of water courses be billed to the property owner plus a 10 % administrative fee.

CARRIED UNANIMOUSLY

OPERATIONS:

12. a) Zama Access Road Repair

MOTION 22-06-471

MOVED by Councillor Bateman

That administration proceed with repairing the 500 meter undulating portion of the Zama Access Road by removing the asphalt and adding gravel and regular grading and maintenance.

CARRIED

Reeve Knelsen recessed the meeting at 3:02 p.m. and reconvened the meeting at 3:24 p.m.

UTILITIES:

13. a) None

**PLANNING &
DEVELOPMENT:**

14. a) Underground Power Installation Delays

MOTION 22-06-472

MOVED by Councillor Bateman

That administration research a combination of above ground power to underground lot servicing.

CARRIED

**PLANNING &
DEVELOPMENT:**

14. b) Site Selection Development (addition)

MOTION 22-06-473
Requires unanimous

MOVED by Councillor Bateman

That the Site Selection Development be received for information.

CARRIED UNANIMOUSLY

ADMINISTRATION:

15. a) Appointment of Assessment Review Board & Subdivision & Development Appeal Board Clerk

MOTION 22-06-474

MOVED by Councillor Braun

That Louise Flooren be appointed as the Clerk of the Assessment Review Board and the Subdivision & Development Appeal Board for Mackenzie County, subject to successfully completing the training program in accordance with the Municipal Government Act.

CARRIED

ADMINISTRATION:

15. b) Streetscape Implementation Committee – Member at Large Appointment (La Crete)

MOTION 22-06-475

MOVED by Councillor Braun

That Lorna Dyck be appointed as a Member at Large to the Streetscape Implementation Committee (La Crete) for the remainder of the two year term ending October 2024.

CARRIED

ADMINISTRATION:

15. c) Minister of Municipal Affairs (addition)

MOTION 22-06-476
Requires Unanimous

MOVED by Councillor Bateman

That a letter be sent to the Minister of Municipal Affairs requesting a date to meet regarding Mackenzie Regional Restructuring.

CARRIED UNANIMOUSLY

ADMINISTRATION:

15. d) Community Meetings (addition)

MOTION 22-06-477

MOVED by Councillor Derksen

Requires Unanimous

That the Community meeting be rescheduled as follows:

- Zama – August 15, 2022 6:00 p.m. to 8:00 p.m.
- La Crete - August 16, 2022 -6:00 p.m. to 9:00 p.m.
- Blue Hills – August 17, 2022- 6:00 p.m. to 9:00 p.m.
- Fort Vermilion – August 18- 6:00 p.m. to 8:00 p.m.
- Rocky Lane - August 19, 2022 – 6:00 p.m. to 8:00 p.m.

CARRIED UNANIMOUSLY

Councillor Peters left the meeting at 4:04 p.m.

COMMITTEE OF THE WHOLE ITEMS:

16. a) Business Arising out of Committee of the Whole

COUNCIL COMMITTEE REPORTS:

17. a) Council Committee Reports (verbal)

MOTION 22-06-478

MOVED by Deputy Reeve Sarapuk

That the Council Committee verbal reports be received for information.

CARRIED

COUNCIL COMMITTEE REPORTS

17. b) Municipal Planning Commission Meeting Minutes

MOTION 22-06-479

MOVED by Councillor Driedger

That the unapproved Municipal Planning Commission meeting minutes of June 9, 2022 be received for information.

CARRIED

INFORMATION / CORRESPONDENCE:

18. a) Information/Correspondence

MOTION 22-06-480

MOVED by Councillor Braun

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

CARRIED

MOTION 22-06-481 **MOVED** by Councillor Cardinal

That the Fort Vermilion Mitigation Meeting be rescheduled from July 7, 2022 to July 14, 2022 at the Fort Vermilion Complex.

CARRIED

**AGRICULTURE
SERVICES:**

9. b) Drainage/Road Projects (hand out)

MOTION 22-06-482 **MOVED** by Councillor Braun
Requires 2/3

That the 2022 Capital Budget be amended by cancelling the La Crete North Access project to be reconsidered during the 2023 Capital Budget development.

CARRIED

MOTION 22-06-483 **MOVED** by Councillor Bateman
Requires 2/3

That the 2022 Capital Budget be amended to include the RR155 project in the amount of \$400,000 with funding coming from the Municipal Sustainability Initiative grant.

CARRIED

MOTION 22-06-484 **MOVED** by Deputy Reeve Sarapuk
Requires 2/3

That the Washout & Culvert Upgrades Capital Budget be amended by \$52,000 with funding coming from the Road Reserve.

CARRIED

MOTION 22-06-485 **MOVED** by Councillor Cardinal
Requires 2/3

That the 2023 Capital Budget be amended by \$188,000 for the Rural Drainage Project with funding coming from the Surface Water Management Reserve.

CARRIED

MOTION 22-06-486 **MOVED** by Councillor Driedger
Requires 2/3

That the 113 Ave Reshape and Shoulder project be renamed RR154 -94 Ave to TWP 1060 road rebuild, with an additional \$75,000 to be funded by

Municipal Sustainability Initiative grant.

CARRIED

NOTICE OF MOTION: 19. a)

NEXT MEETING DATE: 20. a) Next Meeting Dates

Committee of the Whole Meeting
July 12, 2022
10:00 a.m.
Fort Vermilion Chambers

Regular Council Meeting
July 13, 2022
10:00 a.m.
Fort Vermilion Council Chambers

ADJOURNMENT: 21. a) Adjournment

MOTION 22-06-487 MOVED by Councillor Bateman

That the council meeting be adjourned at 4:45 p.m.

CARRIED

These minutes were approved at the July 13, 2022 Regular Council Meeting.

(original signed)

Joshua Knelsen
Reeve

(original signed)

Byron Peters
Interim Chief Administrative Officer

