

**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING**

**July 25, 2018  
10:00 a.m.**

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

<b>PRESENT:</b>	Peter F. Braun	Reeve
	Lisa Wardley	Deputy Reeve
	Jacque Bateman	Councillor
	Cameron Cardinal	Councillor
	Eric Jorgensen	Councillor
	Josh Knelsen	Councillor
	Ernest Peters	Councillor
	Walter Sarapuk	Councillor
<b>REGRETS:</b>	David Driedger	Councillor
	Anthony Peters	Councillor
<b>ADMINISTRATION:</b>	Len Racher	Chief Administrative Officer
	Byron Peters	Deputy CAO
	David Fehr	Director of Operations
	Doug Munn	Director of Community Services
	Fred Wiebe	Director of Utilities
	Carol Gabriel	Director of Legislative & Support Services/Recording Secretary
	Bill McKennan	Director of Finance
	Grant Smith	Agricultural Fieldman
	Don Roberts	Zama Site Manager
	Chelsea Doi	Municipal Intern
<b>ALSO PRESENT:</b>	Members of the public. Mirek Grzeszczuk, MPE Engineering	

Minutes of the Regular Council meeting for Mackenzie County held on July 25, 2018 in the Council Chambers at the Fort Vermilion County Office.

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

Reeve Braun called the meeting to order at 10:05 a.m.

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

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**MOTION 18-07-490**

**MOVED** by Councillor Jorgensen

That the agenda be approved with the following additions:

- 9. m) Council Committee Meetings
- 10. a) Weed Control
- 12. a) 2018 Budget Meeting Dates
- 14. f) Alberta Water Council Survey

**CARRIED**

**MINUTES FROM  
PREVIOUS MEETING:**

**3. a) Minutes of the June 27, 2018 Regular Council Meeting**

**MOTION 18-07-491**

**MOVED** by Councillor Knelsen

That the minutes of the June 27, 2018 Regular Council Meeting be adopted as presented.

**CARRIED**

**MINUTES FROM  
PREVIOUS MEETING:**

**3. b) Business Arising out of the Minutes**

None.

**DELEGATIONS:**

**4. a) Mirek Grzeszczuk, MPE Engineering**

**MOTION 18-07-492**

**MOVED** by Councillor Sarapuk

That MPE Engineering be added to the in-camera portion of the meeting.

**CARRIED**

**COUNCIL COMMITTEE  
REPORTS:**

**5. a) Council Committee Reports (verbal)**

**MOTION 18-07-493**

**MOVED** by Deputy Reeve Wardley

That an emergency funding variance report and details of the disaster funding applications be provided to Council at the next meeting.

**CARRIED**

**MOTION 18-07-494**

**MOVED** by Councillor Knelsen

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That the Council committee reports be received for information.

**CARRIED**

Reeve Braun recessed the meeting at 11:12 a.m. and reconvened the meeting at 11:27 a.m. with all members present with the exception of Councillor Jorgensen and Councillor Knelsen.

**5. b) Municipal Planning Commission Meeting Minutes**

**MOTION 18-07-495**

**MOVED** by Deputy Reeve Wardley

That the Municipal Planning Commission meeting minutes of June 7, 2018, June 21, 2018, and July 5, 2018 be received for information.

**CARRIED**

**5. c) Agricultural Fair Committee Meeting Minutes**

Councillor Jorgensen and Councillor Knelsen rejoined the meeting at 11:30 a.m.

**MOTION 18-07-496**

**MOVED** by Councillor Cardinal

That the Agricultural Fair Committee meeting minutes of July 4, 2018 be received for information.

**CARRIED**

**GENERAL REPORTS:**

**6. a) CAO & Director Reports**

**MOTION 18-07-497**

**MOVED** by Councillor Bateman

That the Reeve send a letter to the Mayor of the Town of High Level and the Mayor of the Town of Rainbow Lake requesting the scheduling of meeting dates for the purpose of reviewing the inter-municipal agreements.

**CARRIED**

Reeve Braun recessed the meeting at 12:23 p.m. and reconvened the meeting at 1:17 p.m.

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**MOTION 18-07-498**

**MOVED** by Deputy Reeve Wardley

That the CAO and Directors reports for June 2018 be received for information.

**CARRIED**

**MOTION 18-07-499**

**MOVED** by Councillor Sarapuk

That the road rebuild projects in the Rocky Lane area be completed by day labour.

**CARRIED**

**TENDERS:**

7. a) **None**

**PUBLIC HEARINGS:**

8. a) **None**

**ADMINISTRATION:**

9. a) **Bylaw 1096-18 Subdivision and Development Appeal Board**

**MOTION 18-07-500**

**MOVED** by Councillor Knelsen

That first reading be given to Bylaw 1096-18 being the Subdivision and Development Appeal Board Bylaw for Mackenzie County.

**CARRIED**

**MOTION 18-07-501**

**MOVED** by Councillor E. Peters

That second reading be given to Bylaw 1096-18 being the Subdivision and Development Appeal Board Bylaw for Mackenzie County.

**CARRIED**

**MOTION 18-07-502**

Requires Unanimous

**MOVED** by Councillor Knelsen

That consideration be given to go to third reading of Bylaw 1096-18 being the Subdivision and Development Appeal Board Bylaw for Mackenzie County at this meeting.

**CARRIED UNANIMOUSLY**

**MOTION 18-07-503**

**MOVED** by Councillor Knelsen

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That third reading be given to Bylaw 1096-18 being the Subdivision and Development Appeal Board Bylaw for Mackenzie County.

**CARRIED**

**MOTION 18-07-504**  
Requires 2/3

**MOVED** by Deputy Reeve Wardley

That Carol Gabriel be appointed as a designated officer for the purpose of acting as the Clerk of the Subdivision and Development Appeal Board for Mackenzie County.

**CARRIED**

**ADMINISTRATION:**

**9. b) Bylaw 1106-18 Assessment Review Board**

**MOTION 18-07-505**

**MOVED** by Deputy Reeve Wardley

That first reading be given to Bylaw 1106-18 being the Assessment Review Board Bylaw for Mackenzie County as **AMENDED** with the removal of the following:

*19. If the Complainant attends the Assessment Review Board hearing at the time scheduled for the Board to hear the complaint, the fees paid by the Complainant shall be refunded regardless of the decision made by the Board.*

**CARRIED**

**MOTION 18-07-506**

**MOVED** by Councillor Cardinal

That second reading be given to Bylaw 1106-18 being the Assessment Review Board Bylaw for Mackenzie County.

**CARRIED**

**MOTION 18-07-507**  
Requires Unanimous

**MOVED** by Councillor Knelsen

That consideration be given to go to third reading of Bylaw 1106-18 being the Assessment Review Board Bylaw for Mackenzie County at this meeting.

**CARRIED UNANIMOUSLY**

**MOTION 18-07-508**

**MOVED** by Councillor Sarapuk

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That third reading be given to Bylaw 1106-18 being the Assessment Review Board Bylaw for Mackenzie County.

**CARRIED**

**MOTION 18-07-509**  
Requires 2/3

**MOVED** by Councillor Knelsen

That Carol Gabriel be appointed as a designated officer for the purpose of acting as the Clerk of the Assessment Review Board for Mackenzie County.

**CARRIED**

**ADMINISTRATION:**

**9. c) Bylaw 1110-18 Records Management**

**MOTION 18-07-510**

**MOVED** by Deputy Reeve Wardley

That first reading be given to Bylaw 1110-18 being the Records Management Bylaw to regulate the retention and disposition of records for Mackenzie County.

**CARRIED**

**MOTION 18-07-511**

**MOVED** by Councillor Sarapuk

That second reading be given to Bylaw 1110-18 being the Records Management Bylaw to regulate the retention and disposition of records for Mackenzie County.

**CARRIED**

**MOTION 18-07-512**  
Requires Unanimous

**MOVED** by Councillor Cardinal

That consideration be given to go to third reading of Bylaw 1110-18 being the Records Management Bylaw to regulate the retention and disposition of records for Mackenzie County, at this meeting.

**CARRIED UNANIMOUSLY**

**MOTION 18-07-513**

**MOVED** by Councillor Knelsen

That third reading be given to Bylaw 1110-18 being the Records Management Bylaw to regulate the retention and disposition of records for Mackenzie County.

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**CARRIED**

**ADMINISTRATION:**

**9. d) Policy RM001 Records Management**

**MOTION 18-07-514**

**MOVED** by Councillor Bateman

That Policy RM001 Records Management be received for information.

**DEFEATED**

**MOTION 18-07-515**

**MOVED** by Deputy Reeve Wardley

That Policy RM001 Records Management be approved as presented.

**CARRIED**

**ADMINISTRATION:**

**9. e) Policy RM002 Routine Release of Information**

**MOTION 18-07-516**

**MOVED** by Councillor Bateman

That Policy RM002 Routine Release of Information be received for information.

**DEFEATED**

**MOTION 18-07-517**

**MOVED** by Councillor Knelsen

That Policy RM002 Routine Release of Information be approved as presented.

**CARRIED**

**ADMINISTRATION:**

**9. f) Policy RM003 Formal Request for Information**

**MOTION 18-07-518**

**MOVED** by Councillor Bateman

That Policy RM003 Formal Request for Information be received for information.

**DEFEATED**

**MOTION 18-07-519**

**MOVED** by Councillor Sarapuk

That Policy RM003 Formal Request for Information be approved as presented.

**CARRIED**

**ADMINISTRATION: 9. g) Policy RM004 Peace Officer Records Management**

**MOTION 18-07-520 MOVED** by Councillor Bateman

That Policy RM004 Peace Officer Records Management be received for information.

**DEFEATED**

**MOTION 18-07-521 MOVED** by Councillor Sarapuk

That Policy RM004 Peace Officer Records Management be amended as presented.

**CARRIED**

**ADMINISTRATION: 9. h) Policy ADM056 Public Participation**

**MOTION 18-07-522 MOVED** by Councillor Jorgensen

That Policy ADM056 Public Participation be amended as presented.

**CARRIED**

**ADMINISTRATION: 9. i) Subdivision and Development Appeal Board – Member at Large Appointment**

**MOTION 18-07-523 MOVED** by Deputy Reeve Wardley

That Jerry Chomiak be appointed as a Member at Large to the Subdivision and Development Appeal Board for a term ending October 2019.

**CARRIED**

**ADMINISTRATION: 9. j) Caribou – Rural Municipalities of Alberta (RMA) Zone Resolution**

**MOTION 18-07-524 MOVED** by Councillor Knelsen

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That Mackenzie County support and sponsor the Northwest Species at Risk Committee's (NWSAR) Resolution: -17F to the Rural Municipalities of Alberta (RMA) Zone Meeting on August 10, 2018.

**CARRIED**

**ADMINISTRATION:**

**9. k) Holidays – Aboriginal Day**

**MOTION 18-07-525**

**MOVED** by Councillor Cardinal

That the Fort Vermilion office and shop be closed on June 21<sup>st</sup> annually for Aboriginal Day.

**CARRIED**

**ADMINISTRATION:**

**9. l) Tri-Council Meeting Agenda**

**MOTION 18-07-526**

**MOVED** by Councillor Cardinal

That the tri-council meeting agenda be received for information.

**CARRIED**

**ADMINISTRATION:**

**9. m) Council Committee Meetings (ADDITION)**

**MOTION 18-07-527**

**MOVED** by Deputy Reeve Wardley

That administration set up a tri-county meeting with Northern Sunrise County and the Municipal District of Opportunity.

**CARRIED UNANIMOUSLY**

**AGRICULTURAL  
SERVICES:**

**10. a) Weed Control (ADDITION)**

**MOTION 18-07-528**  
Requires Unanimous

**MOVED** by Councillor Knelsen

That the weed control update be received for information.

**CARRIED**

Reeve Braun recessed the meeting at 2:17 p.m. and reconvened the meeting at 2:29 p.m.

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**COMMUNITY  
SERVICES:**

**11. a) Emergency Vehicle Buy-Back Program**

**MOTION 18-07-529**

**MOVED** by Deputy Reeve Wardley

That the Emergency Vehicle Buy-Back Program be received for information.

**CARRIED**

**COMMUNITY  
SERVICES:**

**11. b) Fire Equipment Donation**

**MOTION 18-07-530**

**MOVED** by Deputy Reeve Wardley

That the County fire departments consider donating old bunker gear and equipment to the Highway to Mexico Program.

**CARRIED**

**COMMUNITY  
SERVICES:**

**11. c) Rainbow Lake Enhanced Policing**

**MOTION 18-07-531**

**MOVED** by Councillor Knelsen

That the Rainbow Lake Enhanced Policing update be received for information.

**CARRIED**

**COMMUNITY  
SERVICES:**

**11. d) Sharing of Peace Officer Revenue – Rainbow Lake**

**MOTION 18-07-532**

Requires 2/3

**MOVED** by Deputy Reeve Wardley

That payment be provided to the Town of Rainbow Lake in the amount of \$5,000.00 for fine revenue generated by the Rainbow Lake Peace Officer with funding coming from the General Operating Reserve.

**CARRIED**

**FINANCE:**

**12. a) Bylaw 1104-18 – Local Improvement, Rolled Curb & Gutter and Monolithic Sidewalk (Teachers Loop)**

**MOTION 18-07-533**

**MOVED** by Deputy Reeve Wardley

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That second reading be given to Bylaw 1104-18, being a bylaw authorizing imposition of a local improvement tax to the benefiting properties for construction of Rolled Curb & Gutter and Monolithic Sidewalk on 95<sup>th</sup> Avenue, 101<sup>st</sup> Street 96<sup>th</sup> Avenue (Teachers Loop) for; Plan 782 0147, Block 15, Lots 1-14 and Block 1, Lots 17-35 and Plan 122 0082, Block 1, Lot 39 in the Hamlet of La Crete.

**CARRIED**

**MOTION 18-07-534**

**MOVED** by Councillor Cardinal

That third reading be given to Bylaw 1104-18, being a bylaw authorizing imposition of a local improvement tax to the benefiting properties for construction of Rolled Curb & Gutter and Monolithic Sidewalk on 95<sup>th</sup> Avenue, 101<sup>st</sup> Street 96<sup>th</sup> Avenue (Teachers Loop) for; Plan 782 0147, Block 15, Lots 1-14 and Block 1, Lots 17-35 and Plan 122 0082, Block 1, Lot 39 in the Hamlet of La Crete.

**CARRIED**

**MOTION 18-07-535**  
Requires 2/3

**MOVED** by Councillor Jorgensen

That Tax Roll 192370 be exempt from local improvement tax Bylaw 1104-18 in the amount of \$1,381.21.

**CARRIED**

**FINANCE:**

**12. b) Financial Reports – January 1, 2018 to June 30, 2018**

**MOTION 18-07-536**

**MOVED** by Councillor Jorgensen

That the financial reports for the period of January 1, 2018 to June 30, 2018 be received for information.

**CARRIED**

**FINANCE:**

**12. c) Penalties for Nonpayment of Taxes and Tax Arrears**

**MOTION 18-07-537**

**MOVED** by Councillor Bateman

That tax payments made at a financial institution on June 30, 2018 be accepted as payment prior to the tax penalty assessed on July 1, 2018.

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**CARRIED**

**MOTION 18-07-538**

**MOVED** by Councillor Jorgensen

That administration brings back recommendations to Council for amendments to all Bylaws/Policies pertaining to tax payments.

**CARRIED**

**FINANCE:**

**12. d) 2019 Budget Meeting Dates (ADDITION)**

**MOTION 18-07-539**

Requires Unanimous

**MOVED** by Deputy Reeve Wardley

That the 2019 council budget meeting dates be scheduled as follows in the Fort Vermilion Council Chambers:

- November 6, 2018 – 1:00 pm (Council Budget Meeting)
- November 6, 2018 – 6:00 pm (Presentations by Non-Profit Organizations)
- November 7, 2018 – 10:00 a.m. (Council Budget Meeting)
- November 29, 2018 – 10:00 a.m. (Council Budget Meeting)
- December 12, 2018 – 10:00 a.m. (Council Budget Meeting)
- December 13, 2018 – 10:00 a.m. (Council Budget Meeting)
- December 19, 2018 – 10:00 a.m. (Council Budget Meeting)

**CARRIED UNANIMOUSLY**

**OPERATIONS:**

**13. a) Chip Seal Project Discussion**

**MOTION 18-07-540**

**MOVED** by Deputy Reeve Wardley

That the chip seal project be carried forward to 2019.

**CARRIED**

**PLANNING &  
DEVELOPMENT:**

**14. a) Bylaw 1107-18 Purchase of Government Road  
Allowance South of SW 16-104-17-W5M**

**MOTION 18-07-541**

**MOVED** by Deputy Reeve Wardley

That first reading be given to Bylaw 1107-18 being a partial

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road closure bylaw for the purpose of consolidation into SW 16-104-17-W5M and Plan 132 1088, Block 1, Lot 1, subject to public hearing.

**DEFEATED**

**MOTION 18-07-542**

**MOVED** by Councillor Jorgensen

That the Road Closure Bylaw Application Fee be refunded to the applicant of Bylaw 1107-18.

**CARRIED**

**PLANNING &  
DEVELOPMENT:**

**14. b) Bylaw 1108-18 Plan Cancellation & Consolidation of  
Plan 842 0527, Block 1, Lot 11A & 12A**

Reeve Braun recessed the meeting at 3:08 p.m. and reconvened the meeting at 3:28 p.m.

**MOTION 18-07-543**

**MOVED** by Councillor Cardinal

That first reading be given to Bylaw 1108-18, being a Plan Cancellation Bylaw to cancel and consolidate Plan 842 0527, Block 1, Lots 11A and 12A into one lot, subject to public hearing input.

**CARRIED**

**PLANNING &  
DEVELOPMENT:**

**14. c) Bylaw 1109-18 Land Use Bylaw Amendment to add  
regulation to Section 8 and to add regulation to  
Section 9.34, Section 9.16.9 and to correct  
typographical errors found in Section 9.17.3, Section  
9.19.3 and to add tarp shelters as a permitted use in  
the Agricultural (A) and Forestry (F) zoning districts**

**MOTION 18-07-544**

**MOVED** by Councillor Bateman

That first reading be given to Bylaw 1109-18 being a Land Use Bylaw Amendment to add regulation to Section 8 and to add regulation to Section 9.34, Section 9.16.9 and to correct typographical errors found in Section 9.17.3, Section 9.19.3 and to add tarp shelters as a permitted use in the Agricultural (A) and Forestry (F) zoning districts, subject to public hearing input.

**CARRIED**

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**PLANNING &  
DEVELOPMENT:**

**14. d) Smallest Parcel Size within Agricultural “A” Zoning  
District**

**MOTION 18-07-545**

**MOVED** by Councillor Bateman

That the smallest parcel size within the Agricultural “A” zoning district report be received for information.

**CARRIED**

**PLANNING &  
DEVELOPMENT:**

**14. e) Development Statistics Report – January to June  
2018**

**MOTION 18-07-546**

**MOVED** by Councillor Knelsen

That the development statistics report for January to June, 2018 be received for information.

**CARRIED**

**PLANNING &  
DEVELOPMENT:**

**14. f) Alberta Water Council Survey (ADDITION)**

**MOTION 18-07-547**  
Requires Unanimous

**MOVED** by Councillor Jorgensen

That the Alberta Water Council Survey be received for information.

**CARRIED**

**UTILITIES:**

**15. a) None**

**INFORMATION /  
CORRESPONDENCE:**

**16. a) Information/ Correspondence**

**MOTION 18-07-548**

**MOVED** by Deputy Reeve Wardley

That a letter be sent to the Boreal Housing Foundation regarding the disappointment with the lack of public engagement and invitation to the official sod turning for the High Level Lodge.

**CARRIED**

**MOTION 18-07-549**

**MOVED** by Councillor Jorgensen

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That available Councillors be authorized to attend the AUMA President Tour in High Level on August 4, 2018.

**CARRIED**

**MOTION 18-07-550**

**MOVED** by Deputy Reeve Wardley

That all Councillors be authorized to attend the Doug Griffiths 13 Ways to Kill a Community presentation in St. Isidore, Alberta on November 3, 2018.

**CARRIED**

**MOTION 18-07-551**

**MOVED** by Councillor Knelsen

That the information/correspondence be received for information.

**CARRIED**

**IN CAMERA SESSION:**

**17. In Camera Session**

**MOTION 18-07-552**

**MOVED** by Councillor Sarapuk

That Council move in-camera at 3:46 p.m. to discuss the following:

- MPE Engineering (s. 16, 24)

**CARRIED**

All Councillors, the CAO, Byron Peters, Fred Wiebe, Carol Gabriel and Chelsea Doi were present during the in-camera discussion. *(MGA Section 602.08(1)(6))*

**MOTION 18-07-553**

**MOVED** by Councillor Cardinal

That Council move out of camera at 3:58 p.m.

**CARRIED**

**IN-CAMERA SESSION:**

**17. a) MPE Engineering**

**MOTION 18-07-554**

**MOVED** by Deputy Reeve Wardley

That administration be instructed to reinstate MPE Engineering

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for the Zama City projects.

**CARRIED**

**NOTICE OF MOTION:** 18. a) None

**NEXT MEETING DATE:** 19. a) Next Meeting Dates

Regular Council Meeting  
August 14, 2018  
10:00 a.m.  
Fort Vermilion Council Chambers

Committee of the Whole Meeting  
August 28, 2018  
10:00 a.m.  
Fort Vermilion Council Chambers

Regular Council Meeting  
August 29, 2018  
10:00 a.m.  
Fort Vermilion Council Chambers

**ADJOURNMENT:** 20. a) Adjournment

**MOTION 18-07-555** **MOVED** by Councillor Knelsen

That the council meeting be adjourned at 4:09 p.m.

**CARRIED**

These minutes were approved by Council on August 14, 2018.

(original signed)

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Peter F. Braun  
Reeve

(original signed)

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Len Racher  
Chief Administrative Officer

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