

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Wednesday, August 19, 2020
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
David Driedger	Councillor
Eric Jorgensen	Councillor (arrived at 10:02 a.m. via teleconference)
Anthony Peters	Councillor
Ernest Peters	Councillor
Lisa Wardley	Councillor

REGRETS:

ADMINISTRATION:

Len Racher	Chief Administrative Officer
Carol Gabriel	Deputy Chief Administrative Officer/ Recording Secretary
Jennifer Batt	Director of Finance
Fred Wiebe	Director of Utilities
Don Roberts	Director of Community Services
David Fehr	Director of Operations
Caitlin Smith	Planning Supervisor

ALSO PRESENT: Members of the Public

Minutes of the Regular Council meeting for Mackenzie County held on August 19, 2020 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

Councillor Jorgensen joined the meeting via teleconference at 10:02 a.m.

MOTION 20-08-462 **MOVED** by Councillor Braun

That the agenda be approved with the following additions:

- 7. c) Mighty Peace Watershed Alliance
- 8. a) Check-off Refund Claim – Alberta Barley Commission and Alberta Wheat Commission
- 14. c) Rural Municipalities of Alberta Fall Convention
- 17. d) Organizational Chart

CARRIED

**MINUTES FROM
PREVIOUS
MEETING:**

3. a) Minutes of the July 15, 2020 Regular Council Meeting

MOTION 20-08-463

MOVED by Councillor Wardley

That the minutes of the July 15, 2020 Regular Council meeting be adopted as presented.

CARRIED

**MINUTES FROM
PREVIOUS
MEETING:**

3. b) Minutes of the July 30, 2020 Special Council Meeting

MOTION 20-08-464

MOVED by Deputy Reeve Sarapuk

That the minutes of the July 30, 2020 Special Council meeting be adopted as presented.

CARRIED

**MINUTES FROM
PREVIOUS
MEETING:**

3. c) Business Arising out of the Minutes

None

DELEGATIONS:

4. a) None

**GENERAL
REPORTS:**

7. a) CAO and Director Reports for July 2020

MOTION 20-08-465

MOVED by Councillor Wardley

That administration bring forward a review of the line-painting program during the 2021 budget deliberations.

CARRIED

MOTION 20-08-466

MOVED by Councillor Cardinal

That the CAO & Director Reports for July 2020 be received for information.

CARRIED

**GENERAL
REPORTS:**

7. b) Disaster Recovery Update (verbal report)

MOTION 20-08-467

MOVED by Councillor Jorgensen

That the disaster recovery update be received for information.

CARRIED

**GENERAL
REPORTS:**

7. c) Mighty Peace Watershed Alliance (ADDITION)

MOTION 20-08-468
Requires Unanimous

MOVED by Councillor Jorgensen

That the Mighty Peace Watershed Alliance be received for information.

CARRIED

**AGRICULTURE
SERVICES:**

**8. a) Check-off Refund Claim - Alberta Barley Commission
and Alberta Wheat Commission (ADDITION)**

MOTION 20-08-469
Requires Unanimous

MOVED by Councillor E. Peters

That administration and the Agricultural Service Board advertise the Check-off Refund Claim program from the Alberta Barley Commission and Alberta Wheat Commission.

CARRIED UNANIMOUSLY

Reeve Knelsen recessed the meeting at 10:49 a.m. and reconvened the meeting at 11:00 a.m.

TENDERS:

5. a) Hill Crest School Waterline Extension

MOTION 20-08-470 **MOVED** by Councillor Braun

That the Hill Crest School Waterline Extension Tenders - Envelope #1 be opened.

CARRIED

Tenders Received:

Good Brothers Construction Ltd.	Qualifying documents enclosed.
Northern Road Builders	Qualifying documents enclosed.

MOTION 20-08-471 **MOVED** by Councillor Wardley

That the Hill Crest School Waterline Extension Tenders - Envelope #2 be opened for the qualified bidders.

CARRIED

Tenders Received:

	Option A	Option B	Option C
Good Brothers Construction Ltd.	\$399,901.00	\$456,951.00	\$548,267.00
Northern Road Builders	\$520,350.00	\$616,750.00	\$692,375.00

MOTION 20-08-472 **MOVED** by Deputy Reeve Sarapuk

That administration review and evaluate the Hill Crest School Waterline Extension Tenders – for awarding and bring back a recommendation later in the meeting.

CARRIED

COMMUNITY SERVICES:

9. a) Appointment of Zama Fire Chief and Deputy Fire Chief

MOTION 20-08-473 **MOVED** by Councillor Wardley

That Shawn Hiltz be appointed as the Zama City Fire Chief for a two-year term effective August 19, 2020.

CARRIED

MOTION 20-08-474 **MOVED** by Councillor Bateman

That Roxanne Tarr be appointed as Zama City Deputy Fire Chief for a two-year term effective August 19, 2020.

CARRIED

COMMUNITY SERVICES: **9. b) Off Highway Vehicle (OHV) Use – Hamlet of Fort Vermilion**

MOTION 20-08-475 **MOVED** by Councillor Cardinal

That administration bring back an amended Off-Highway Vehicles Bylaw for the Hamlet of Fort Vermilion to allow all terrain vehicles (ATV's) to be used within the Hamlet.

CARRIED

COMMUNITY SERVICES: **9. c) Zama – Canada Post Services**

MOTION 20-08-476 **MOVED** by Councillor Wardley

That Mackenzie County enter into an agreement with Canada Post for providing postal services in the hamlet of Zama City and that Mackenzie County enter into an agreement with the Zama Library and Zama Recreation Society to provide a relief postal worker 15 days a year.

CARRIED

FINANCE: **10. a) Bylaw 1189-20 Borrowing – Mackenzie County Wellness Centre**

Reeve Knelsen recessed the meeting at 12:05 p.m. and reconvened the meeting at 12:41 p.m.

MOTION 20-08-477 **MOVED** by Councillor Bateman
Requires 2/3

That second reading be given to Bylaw 1189-20 being the borrowing bylaw for the Mackenzie County Wellness Centre.

Councillor Wardley requested a recorded vote.

In Favor

Councillor Driedger
Councillor A. Peters
Councillor Braun
Councillor E. Peters
Reeve Knelsen

Opposed

Councillor Cardinal
Deputy Reeve Sarapuk
Councillor Jorgensen
Councillor Bateman
Councillor Wardley

DEFEATED

FINANCE:

10. b) Expense Claims – Councillors

MOTION 20-08-478

Requires 2/3

MOVED by Councillor Wardley

That Councillor Jorgensen's May 2020 expense claim be approved as presented.

DEFEATED

MOTION 20-08-479

MOVED by Councillor Braun

That the Councillor expense claims for July 2020 be received for information.

CARRIED

FINANCE:

10. c) Expense Claims – Members at Large

MOTION 20-08-480

Requires 2/3

MOVED by Councillor Wardley

That John W. Driedger's expense claims for March and May 2020 be approved as presented.

DEFEATED

MOTION 20-08-481

MOVED by Councillor A. Peters

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

CARRIED

PUBLIC HEARINGS:

6. a) Bylaw 1187-20 Land Use Bylaw Amendment to Amend the Minimum Setbacks from Property Line for

Development in the Country Recreational Zoning “CREC” in the Land Use Bylaw

Reeve Knelsen called the public hearing for Bylaw 1187-20 to order at 1:00 p.m.

Reeve Knelsen asked if the public hearing for proposed Bylaw 1187-20 was properly advertised. Caitlin Smith, Planning Supervisor, answered that the bylaw was advertised in accordance with the Municipal Government Act.

Reeve Knelsen asked the Development Authority to outline the proposed Land Use Bylaw Amendment. Caitlin Smith, Planning Supervisor, presented the following:

Mackenzie County administration is proposing a change to the minimum setbacks from property line for development on all lots located in the Country Recreational “CREC” zoning.

There are two (2) areas in Mackenzie County that are zoned Country Recreational “CREC”. These are the La Crete Golf Course lots and Hutch Lake lots.

The proposed change would be reducing the existing minimum setback of 12.2 meters (40 feet) from all property lines in this Country Recreational “CREC” district to 9.1 meters (30 feet) from the front property line and 3.1 meters (10 feet) from the sides and rear.

The reason for this change is that the lot sizes are very small in these “CREC” subdivisions. If the developers need to build 40 feet from all boundaries on these lots, the development envelope is limited.

There are many setback variance requests in the Hutch Lake area and often the applicants struggle with arranging their yard site to their liking, even with the variance. The Golf Course subdivision lots are smaller than Hutch Lake lots and therefore would face even greater building challenges.

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

Reeve Knelsen asked if any submissions were received in regards to proposed Bylaw 1187-20. One written submission was received from Barry and Becky Toker in support of the proposed Bylaw.

Reeve Knelsen asked if there was anyone present who would like to speak in regards to the proposed Bylaw 1187-20. There was no one present to speak to the proposed bylaw.

Reeve Knelsen closed the public hearing for Bylaw 1187-20 at 1:02 p.m.

MOTION 20-08-482 MOVED by Councillor Braun

That second reading be given to Bylaw 1187-20 being a Land Use Bylaw Amendment to amend the minimum setbacks from property lines in the Country Recreational "CREC", zoning district, to accommodate a larger development envelope.

CARRIED

MOTION 20-08-483 MOVED by Deputy Reeve Sarapuk

That third reading be given to Bylaw 1187-20 being a Land Use Bylaw Amendment to amend the minimum setbacks from property lines in the Country Recreational "CREC", zoning district, to accommodate a larger development envelope.

CARRIED

PUBLIC HEARINGS: 6. b) Bylaw 1188-20 Land Use Bylaw Amendment to Add Regulation to Prohibit Waste Disposal to Section 8

Reeve Knelsen called the public hearing for Bylaw 1188-20 to order at 1:03 p.m.

Reeve Knelsen asked if the public hearing for proposed Bylaw 1188-20 was properly advertised. Caitlin Smith, Planning Supervisor, answered that the bylaw was advertised in accordance with the Municipal Government Act.

Reeve Knelsen asked the Development Authority to outline the proposed Land Use Bylaw Amendment. Caitlin Smith, Planning Supervisor, presented the following:

Mackenzie County has received concerns of waste being disposed of inappropriately, including being dumped on property from which the waste did not originate. In order to clarify that this is not permitted, the Committee of the Whole has asked that the Land Use Bylaw be amended to include reference to the provincial guidelines on the matter.

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

Reeve Knelsen asked if any submissions were received in regards to proposed Bylaw 1188-20. There were no written submissions.

Reeve Knelsen asked if there was anyone present who would like to speak in regards to the proposed Bylaw 1188-20. There was no one present to speak to the proposed bylaw.

Reeve Knelsen closed the public hearing for Bylaw 1188-20 at 1:04 p.m.

MOTION 20-08-484

MOVED by Councillor Wardley

That second reading be given to Bylaw 1188-20 being a Land Use Bylaw Amendment to add Regulation to Prohibit Waste Disposal to Section 8.

CARRIED

MOTION 20-08-485

MOVED by Deputy Reeve Sarapuk

That third reading be given to Bylaw 1188-20 being a Land Use Bylaw Amendment to add Regulation to Prohibit Waste Disposal to Section 8.

CARRIED

FINANCE:

10. d) Financial Reports – January 1, 2020 to July 31, 2020

MOTION 20-08-486

MOVED by Councillor Bateman

That the financial reports for January to July 2020 be received for information.

CARRIED

OPERATIONS: 11. a) Heliport Road Asphalt Overlay Clarification

MOTION 20-08-487 **MOVED** by Councillor Wardley

That the noted error in additional quantities of required asphalt in the Heliport Road Asphalt Overlay tender be accepted and that the additional meters of asphalt be added to the project as negotiated with the successful bidder.

CARRIED

MOTION 20-08-488 **MOVED** by Councillor Wardley

That a letter of concern be placed on file for the engineering error on the Heliport Road Asphalt Overlay project tender.

CARRIED

OPERATIONS: 11. b) Request for Special Council Meeting

MOTION 20-08-489 **MOVED** by Councillor Cardinal

That a Special Council meeting be called for August 25, 2020 at 9:00 a.m. in the Fort Vermilion Council Chambers for the purposes of opening and awarding the Fort Vermilion Interim Housing – Site Preparation tender.

CARRIED

UTILITIES: 12. a) None

PLANNING AND DEVELOPMENT: 13. a) Bylaw 1190-20 Land Use Bylaw Amendment to Rezone Part of Plan FORTVER, Block 3, Lot 8 from Fort Vermilion Light Industrial “FV-LI” and Institutional “I” to Hamlet Residential 1 “H-R1” and to Rezone Part of Plan 822 3269, Block 03, Lot A from Fort Vermilion Light Industrial “FV-LI” to Hamlet Residential 1 “H-R1”

MOTION 20-08-490 **MOVED** by Councillor Wardley

That first reading be given to Bylaw 1190-20 being a Land Use Bylaw Amendment to rezone Part of Plan FORTVER, Block 3, Lot 8 from Fort Vermilion Light Industrial “FV-LI” and Institutional “I” to Hamlet Residential 1 “H-R1” and to rezone Part of Plan 822 3269, Block 03, Lot A from Fort Vermilion Light Industrial “FV-LI” to

Hamlet Residential 1 “H-R1” to accommodate residential development, subject to public hearing input.

CARRIED

**PLANNING AND
DEVELOPMENT:**

13. b) Bylaw 1191-20 Land Use Bylaw Amendment to Rezone Plan 162 0091, Block 03, Lot 12 from Hamlet Residential 1A “H-R1A” to Hamlet Residential 2 “H-R2” (La Crete)

MOTION 20-08-491

MOVED by Councillor Wardley

That first reading be given to Bylaw 1191-20 being a Land Use Bylaw Amendment to rezone Plan 162 0091, Block 03, Lot 12 from Hamlet Residential 1A “H-R1A” to Hamlet Residential 2 “H-R2”, subject to public hearing input.

CARRIED

**PLANNING AND
DEVELOPMENT:**

13. c) Bylaw 1192-20 Land Use Bylaw Amendment to Rezone Part of SW 7-106-15-W5M from Agricultural “A” to Institutional “I”

MOTION 20-08-492

MOVED by Councillor Braun

That first reading be given to Bylaw 1192-20 being a Land Use Bylaw Amendment to rezone Part of SW 7-106-15-W5M from Agricultural “A” to Institutional “I”, subject to public hearing input.

CARRIED

**PLANNING AND
DEVELOPMENT:**

13. d) Bylaw 1193-20 Land Use Bylaw Amendment to Rezone Part of SE 34-105-15-W5M from Rural Country Residential 1 “RCR1” to Agricultural “A” (La Crete Rural)

MOTION 20-08-493

MOVED by Councillor Driedger

That first reading be given to Bylaw 1193-20 being a Land Use Bylaw Amendment to rezone Part of SE 34-105-15-W5M from Rural Country Residential 1 “RCR1” to Agricultural “A”, subject to public hearing input.

CARRIED

PLANNING AND

13. e) Municipal Development Plan, Land Use Bylaw, & Fort

DEVELOPMENT: Vermilion Recovery Plan – Request for Proposals

MOTION 20-08-494 **MOVED** by Councillor Wardley
Requires 2/3

That the Municipal Development Plan budget be amended to include an additional \$130,000 with funding coming from the Intermunicipal Development Plan and Intermunicipal Collaborative Framework budgets for a total project budget of \$305,000.

CARRIED

MOTION 20-08-495 **MOVED** by Councillor Wardley

That the Municipal Development Plan, Land Use Bylaw, and Fort Vermilion Recovery Plan project be awarded to O2 Planning and Design, while staying in budget.

CARRIED

PLANNING AND DEVELOPMENT: 13. f) Pluvial Flooding and Development

MOTION 20-08-496 **MOVED** by Councillor Bateman

That a regulation be added to the Land Use Bylaw for areas at risk for pluvial flooding such as no basements, minimum grade for construction, sump pump requirement, etc.

CARRIED

PLANNING AND DEVELOPMENT: 13. g) Sale of Part of Plan 182 2539, Block 01, Lot K (La Crete)

MOTION 20-08-497 **MOVED** by Deputy Reeve Sarapuk

That administration proceed with the sale of the 0.09 acres on Part of Plan 182 2539, Block 01, Lot K in the Hamlet of La Crete, subject to developer agreeing to create a treed buffer on the west and south property line and paying all fees.

CARRIED

Reeve Knelsen recessed the meeting at 2:02 p.m. and reconvened the meeting at 2:13 p.m.

ADMINISTRATION: 14. a) Alberta Municipal Water & Wastewater Partnership

Grant Funding

MOTION 20-08-498
Requires 2/3

MOVED by Councillor Wardley

That a request be made to the Ministry of Transportation to re-allocate the Alberta Municipal Water & Wastewater Partnership grant funding for the Zama Sewage Forcemain project to the 2020 Fort Vermilion Water and Sewer Infrastructure project to assist with the flood mitigation strategy, and that Zama contractors be given the opportunity to bid on any related project.

CARRIED

ADMINISTRATION:

14. b) Caribou Update (standing item)

MOTION 20-08-499

MOVED by Councillor Driedger

That the Caribou update be received for information.

CARRIED

TENDERS:

5. a) Hill Crest School Waterline Extension

MOTION 20-08-500
Requires 2/3

MOVED by Councillor Braun

That the budget be amended to include an additional \$65,000 for the Hill Crest School Waterline Extension project with funding coming from the Municipal Sustainability Initiative (MSI) funding.

CARRIED

MOTION 20-08-501

MOVED by Councillor E. Peters

That the Hill Crest School Waterline Extension contract be awarded to the most qualified bidder, based on the matrix, with 150 mm waterline size.

CARRIED

ADMINISTRATION:

**14. c) Rural Municipalities of Alberta Fall Convention
(ADDITION)**

MOTION 20-08-502
Requires Unanimous

MOVED by Councillor Cardinal

That the Rural Municipalities of Alberta fall convention be received for information.

CARRIED

**COUNCIL
COMMITTEE
REPORTS:**

15. a) Council Committee Reports (verbal)

MOTION 20-08-503

MOVED by Deputy Reeve Sarapuk

That administration prepare a press release and information material regarding the impacts of the assessment model review.

CARRIED

MOTION 20-08-504

MOVED by Councillor E. Peters

That the Council Committee reports be received for information.

CARRIED

**COUNCIL
COMMITTEE
REPORTS:**

15. b) Community Services Committee Meeting Minutes

MOTION 20-08-505

MOVED by Councillor Wardley

That the Community Services Committee meeting minutes of August 6, 2020 be received for information.

CARRIED

**COUNCIL
COMMITTEE
REPORTS:**

15. c) Municipal Planning Commission Meeting Minutes

MOTION 20-08-506

MOVED by Councillor Bateman

That the Municipal Planning Commission meeting minutes of July 9, July 23 and August 6, 2020 be received for information.

CARRIED

**COUNCIL
COMMITTEE
REPORTS:**

15. d) Agricultural Service Board Meeting Minutes

MOTION 20-08-507 **MOVED** by Councillor E. Peters

That the Agricultural Service Board meeting minutes of June 17, 2020 and July 29, 2020 be received for information.

CARRIED

**INFORMATION /
CORRESPONDENCE:**

16. a) Information/Correspondence

MOTION 20-08-508 **MOVED** by Councillor Wardley

That all Councillors be authorized to attend the Alberta Urban Municipalities Association (AUMA) virtual convention on September 23 – 24, 2020.

CARRIED

Reeve Knelsen recessed the meeting at 3:12 p.m. and reconvened the meeting at 3:22 p.m.

MOTION 20-08-509 **MOVED** by Councillor Braun

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

CARRIED

CLOSED MEETING: **17. Closed Meeting**

MOTION 20-08-510 **MOVED** by Councillor Bateman

That Council move into a closed meeting at 3:23 p.m. to discuss the following:

- 17. a) Sewer Enroachment (*FOIP, Div. 2, Part 1, s. 27*)
- 17. b) 2020 Bursary Applications (*FOIP, Div. 2, Part 1, s. 17*)
- 17. c) Personnel (*FOIP, Div. 2, Part 1, s. 17*)
- 17. d) Organizational Chart (*FOIP, Div. 2, Part 1, s. 17*)
- 7. b) Disaster Recovery Update – Land (*FOIP, Div. 2, Part 1, s. 23, 24*)

CARRIED

The following individuals were present during the closed meeting

discussion. (MGA Section 602.08(1)(6))

- All Councillors Present
- Len Racher, Chief Administrative Officer
- Carol Gabriel, Deputy Chief Administrative Officer
- Jennifer Batt, Director of Finance (left at 3:50 p.m.)
- Caitlin Smith, Planning Supervisory (left at 3:50 p.m.)
- Don Roberts, Director of Community Services (left at 3:50 p.m.)
- Dave Fehr, Director of Operations (left at 3:50 p.m.)
- Fred Wiebe, Director of Utilities (left at 3:50 p.m.)

MOTION 20-08-511 **MOVED** by Councillor Braun

That Council move out of a closed meeting at 4:13 p.m.

CARRIED

CLOSED MEETING: **17. a) Sewer Encroachment**

MOTION 20-08-512 **MOVED** by Councillor Bateman

That Mackenzie County issue an Order for sewer encroachment and that the landowner be required to bring the systems to compliance in a manner and time period specified by the Order.

CARRIED

CLOSED MEETING: **17. b) 2020 Bursary Applications**

MOTION 20-08-513 **MOVED** by Councillor Wardley

That three (3) recipients be awarded a Mackenzie County Bursary, as presented, for a total amount of \$3,500, with the understanding that the bursary amount be extended for an additional year due to any COVID-19 restrictions prohibiting attendance this fall, and that the remaining budget amount of \$3,500 be transferred to the Bursaries Reserve.

CARRIED

CLOSED MEETING: **17. c) Personnel**

MOTION 20-08-514 **MOVED** by Councillor Driedger

That the personnel update be received for information.

CARRIED

CLOSED MEETING: 17. d) Organizational Chart (ADDITION)

MOTION 20-08-515 **MOVED** by Deputy Reeve Sarapuk
Requires Unanimous

That the organizational chart be received for information.

CARRIED

CLOSED MEETING: 7. b) Disaster Recovery Update – Land (ADDITION)

MOTION 20-08-516 **MOVED** by Councillor Cardinal
Requires Unanimous

That the land discussion be received for information.

CARRIED

NOTICE OF MOTION: 18. a) None

NEXT MEETING DATE: 19. a) Next Meeting Dates

Regular Council Meeting
September 8, 2020
10:00 a.m.
Fort Vermilion Council Chambers

MOTION 20-08-517 **MOVED** by Councillor Wardley
Requires Unanimous

That the September 21, 2020 Council meeting be changed to September 22, 2020.

CARRIED UNANIMOUSLY

ADJOURNMENT: 20. a) Adjournment

MOTION 20-08-518 **MOVED** by Councillor Jorgensen

That the Council meeting be adjourned at 4:16 p.m.

CARRIED

These minutes were approved by Council on September 8, 2020.

(original signed)

Joshua Knelsen
Reeve

(original signed)

Lenard Racher
Chief Administrative Officer

