

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Tuesday, May 11, 2021
10:00 a.m.**

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

PRESENT:	Josh Knelsen	Reeve
	Walter Sarapuk	Deputy Reeve – left at 2:18 p.m.
	Jacque Bateman	Councillor
	Peter F. Braun	Councillor
	Cameron Cardinal	Councillor
	David Driedger	Councillor
	Eric Jorgensen	Councillor – virtual, arrived in person 3:13 p.m.
	Ernest Peters	Councillor
	Lisa Wardley	Councillor
REGRETS:	Anthony Peters	Councillor
ADMINISTRATION:	Byron Peters	Deputy Chief Administrative Officer
	Don Roberts	Director of Community Services
	Fred Wiebe	Director of Utilities
	Jennifer Batt	Director of Finance
	Jeff Simpson	Director of Operations
	Caitlin Smith	Manager of Planning and Development
	Grant Smith	Agricultural Fieldman
	Willie Schmidt	Fleet Maintenance Manager - virtual
	Colleen Sarapuk	Administrative Officer/Recording Secretary
	Chad Roberts	Communications Coordinator

ALSO PRESENT:

Minutes of the Regular Council meeting for Mackenzie County held on May 11, 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 21-05-378 MOVED by Councillor Wardley

That the agenda be adopted with the following additions;
17.e) La Crete North Storm Pond Land Acquisition

CARRIED

**ADOPTION OF
PREVIOUS
MINUTES:**

3. a) Minutes of the April 28, 2021 Regular Council Meeting

MOTION 21-05-379

MOVED by Councillor Driedger

That the minutes of the April 28, 2021 Regular Council Meeting be adopted as presented.

CARRIED

**ADOPTION OF
PREVIOUS
MINUTES:**

3. b) Business arising out of the Minutes

**GENERAL
REPORTS:**

7. a) CAO & Director Reports

MOTION 21-05-380

MOVED by Councillor Braun

That the CAO & Director reports for April 2021 be received for information.

CARRIED

DELEGATIONS:

4. a) Compass Assessment – Aaron Steblyk

MOTION 21-05-381

MOVED by Councillor Jorgensen

That the 2020 Assessment for the 2021 Taxation presentation report be received for information.

CARRIED

**GENERAL
REPORTS:**

7. b) Disaster Recovery and Mitigation Update

MOTION 21-05-382

MOVED by Councillor Braun

That the Disaster Recovery and Mitigation Update be received for information.

CARRIED

Reeve Knelsen recessed the meeting at 11:03 a.m. and reconvened the meeting at 11:11 a.m.

DELEGATIONS: 4. b) **RCMP** – Did not attend

TENDERS: 5. b) **Site Tour Projects**

MOTION 21-05-383 **MOVED** by Councillor Braun

That the Site Tour Projects Tenders - Envelope #1 be opened.

CARRIED

Bidder	Required Documents
1203288 AB LTD	All required documents
Northern Road Builders	All required documents
Boss Bridge Works	All required documents
Tree Tech Contracting	All required documents
Dechant Construction	All required documents
Outback Ventures	All required documents
DBM Contracting	All required documents
RKM Contracting	All required documents

MOTION 21-05-384 **MOVED** by Deputy Reeve Sarapuk

That Schedule “F” be deleted from the Site Tour RFP and the project be renamed to Repair Range Road 1044 Soft Spots and Surrounding Area.

CARRIED

MOTION 21-05-385 **MOVED** by Councillor Driedger

That the Site Tour Projects Tenders - Envelope #2 be opened for the qualified bidders.

CARRIED

Schedule	A	B	C	D	E	G
1203288 AB LTD						\$55,511
Northern Road Builders	\$308,750	\$99,600	\$67,055	\$432,700	\$379,700	\$58,000

Boss Bridge Works	\$380,000	\$90,000	\$80,000	\$245,000	\$293,950	\$55,000
Tree Tech Contracting			\$48,245			\$115,000
Dechant Construction	\$888,292.68	\$114,422.88		\$462,366	\$240,262.56	\$157,200.56
Outback Ventures						\$43,500
DBM Contracting						\$58,500
RKM Contracting		\$88,942.28	\$53,908.80		\$274,610.20	

MOTION 21-05-386 **MOVED** by Councillor Wardley

That administration review the tenders and return for awarding later in the meeting.

CARRIED

Reeve Knelsen recessed the meeting at 12:04 p.m. and reconvened the meeting at 12:33 p.m.

TENDERS:

5. a) Fort Vermilion Rural Truckfill Pump Install

MOTION 21-05-387 **MOVED** by Councillor E. Peters

That the Fort Vermilion Rural Truckfill Pump Install Tenders – Envelope #1 be opened.

CARRIED

Bidder	Required Documents
Ranwall Plumbing	All required documents
TD Mechanical	All required documents

MOTION 21-05-388 **MOVED** by Deputy Reeve Sarapuk

That the Fort Vermilion Rural Truckfill Pump Install Tenders – Envelope #2 be opened for the qualified bidders.

CARRIED

Bidder	Price
Ranwal Plumbing	\$258,342.77
TD Mechanical	\$229,750.00

MOTION 21-05-389 **MOVED** by Councillor Wardley

That administration review the tenders and return for awarding later in the meeting.

CARRIED

TENDERS: **5. c) Storm Pond “A” for the Hamlet of La Crete – Engineering Services Award**

MOTION 21-05-390 **MOVED** by Councillor E. Peters

That the La Crete North Storm Pond “A” Engineering Services Project be awarded to the most qualified bidder.

CARRIED

COMMUNITY SERVICES: **9. a) Hamlet Spring Garbage Pick-up**

MOTION 21-05-391 **MOVED** by Councillor Wardley

That administration reach out to non-profit organizations for proposals to proceed with a “Fall Community Clean-up” and bring back findings to Council.

CARRIED

OPERATIONS: **11. a) Culvert Maintenance**

MOTION 21-05-392 **MOVED** by Councillor Wardley

That the procedure for replacement of culverts be received for information.

CARRIED

OPERATIONS: **11. b) Washout & Culvert Repairs/Upgrades – Request for Additional Funds**

MOTION 21-05-393 **MOVED** by Councillor Wardley

That the Washout & Culvert Repairs/Upgrades – Request for Additional Funds discussion be TABLED until later in the meeting.

CARRIED

OPERATIONS: 11. c) 30 Meter Right-of-Way for Road Widening

MOTION 21-05-394 **MOVED** by Councillor Driedger
Requires 2/3

That the 30 Meter Right-of-Way for Road Widening project be forwarded to a Committee of the Whole meeting for discussion.

CARRIED

Reeve Knelsen recessed the meeting at 12:42 p.m. and reconvened the meeting at 1:53 p.m.

DELEGATIONS: 4. c) Arnold Viersen, MP

Reeve Knelsen recessed the meeting at 2:39 p.m. and reconvened at 2:48 p.m.

TENDERS: 5. b) Site Tour Projects

MOTION 21-05-395 **MOVED** by Councillor Wardley

That the Site Tour Projects contracts be awarded to the lowest qualified bidders while staying within budget.

CARRIED

MOTION 21-05-396 **MOVED** by Councillor Wardley

That the remaining funds available in the Site Tour Projects be brought to a future council meeting in conjunction with washout and culvert repairs/ditch maintenance.

CARRIED

OPERATIONS: 11. b) Washout & Culvert Repairs / Upgrades – Request for Additional Funds

MOTION 21-05-397 **MOVED** by Councillor Braun

That the Washout & Culvert Repairs / Upgrades – Request for Additional Funds be received for information.

CARRIED

TENDERS:

5. a) Fort Vermilion Rural Truckfill Pump Install

MOTION 21-05-398
Requires 2/3

MOVED by Councillor Braun

That the 2021 budget be amended to include \$75,000 for the Fort Vermilion Rural Truckfill Pump Install project with funding coming from the Municipal Sustainability Initiative funding.

CARRIED

MOTION 21-05-399

MOVED by Councillor Wardley

That the Fort Vermilion Rural Truckfill Pump Install Project contract be awarded to the lowest qualified bidder upon confirmation of contractor meeting bonding requirements.

CARRIED

COMMUNITY SERVICES:

9. b) La Crete Recreation Society Contingent Funds Request

MOTION 21-05-400
Requires 2/3

MOVED by Councillor Bateman

That the 2021 budget be amended to include the La Crete Recreation Boards -Tennis, Basketball, and Pickle Ball Court project in the amount of \$299,106 with \$149,553 in funding provided by the La Crete Recreation Society, and the County's portion of \$149,553 in funding from Municipal Sustainability Initiative (MSI).

CARRIED

AGRICULTURE SERVICES:

8. a) None

COMMUNITY SERVICES:

9. c) Streetscape Terms of Reference Amendments

MOTION 21-05-401

MOVED by Councillor Braun

That the Streetscape Terms of Reference be approved as presented.

CARRIED

FINANCE: 10. a) Amend Policy FIN028 – Credit Card Use

MOTION 21-05-402 **MOVED** by Councillor Braun

That Policy FIN028 Credit Card Use be approved as amended.

CARRIED

FINANCE: 10. b) Appointment of Auditors 2021-2022

MOTION 21-05-403 **MOVED** by Councillor Wardley

That Wilde and Company Chartered Accountants be appointed as the County's auditors for the 2021-2022 term.

CARRIED

FINANCE: 10. c) Financial Reports

MOTION 21-05-404 **MOVED** by Councillor Braun
Requires 2/3

That the 2020 Surplus of \$1,265,362 be allocated as per Policy RESV01 – General Operating Reserve, and Policy RESV02 – General Capital Reserve:

- General Operating Reserve \$632,681.
- General Capital Reserve \$632,681.

CARRIED

MOTION 21-05-405 **MOVED** by Councillor Wardley
Requires 2/3

That the 2021 Budget be amended to include Tracking Sheet Change #6.

CARRIED

MOTION 21-05-406 **MOVED** by Councillor E. Peters
Requires 2/3

That the financial reports for January 1, 2021 to April 30, 2021 be received for information.

CARRIED

MOTION 21-05-407 **MOVED** by Councillor Braun

That the 2021 Capital Budget funding sources be approved as

presented.

CARRIED

FINANCE:

10. d) Cheque Registers

MOTION 21-05-408

MOVED by Councillor E. Peters

That the cheque registers from April 26, 2021 - May 7, 2021, and Electronic Funds Transfers from January 1, 2021 – March 31, 2021 be received for information.

CARRIED

UTILITIES:

12. a) None

**PLANNING &
DEVELOPMENT:**

13. a) Bylaw 1223-21 Land Use Bylaw Amendment to Reduce the Minimum Lot Size in the Rural Industrial General Zoning District

MOTION 21-05-409

MOVED by Councillor Jorgensen

That first reading be given to Bylaw 1223-21 being a Land Use Bylaw Amendment to reduce the minimum lot size in the Rural Industrial General (RIG) zoning district, subject to public hearing input.

CARRIED

**PLANNING &
DEVELOPMENT:**

13. b) Bylaw 1224-21 Land Use Bylaw Amendment to add Rural Country Residential 4 (RCR4) to Section 9

MOTION 21-05-410

MOVED by Councillor E. Peters

That first reading be given to Bylaw 1224-21 being a Land Use Bylaw Amendment to add Rural Country Residential 4 (RCR4) to Section 9, subject to public hearing input.

CARRIED

**PLANNING &
DEVELOPMENT:**

13. c) DRAFT Bistcho Lake Sub-Regional Plan

MOTION 21-05-411

MOVED by Councillor Jorgensen

That a letter be sent to the Minister of Alberta Environment &

Parks expressing Mackenzie County's concerns regarding the DRAFT Bistcho Lake Sub-regional plan, and clearly identifying all recommendations after the May 26, 2021 Regular Council Meeting.

CARRIED

**PLANNING &
DEVELOPMENT:**

13. d) Arrow Technology Group – Fibre Shack in Zama

MOTION 21-05-412

MOVED by Councillor Wardley

That administration amend the lease agreement with Arrow Technology Group to include the fibre shack.

CARRIED

**PLANNING &
DEVELOPMENT:**

13. e) Telecommunication Tower Request – La Crete Water Treatment Plant

MOTION 21-05-413

MOVED by Councillor Wardley

That administration enter into negotiations with Telus regarding a lease agreement for the Telecommunication Tower.

CARRIED

ADMINISTRATION:

14. a) Administrative Policies

MOTION 21-05-414

MOVED by Councillor Wardley

That Policy ADM016 Years of Service Award Program be rescinded.

CARRIED

MOTION 21-05-415

MOVED by Councillor Bateman

That Policy ADM017 Years of Service Award Program for Volunteers be rescinded.

CARRIED

MOTION 21-05-416

MOVED by Councillor Braun

That Policy ADM009 Media Spokesperson be approved as

presented.

CARRIED

MOTION 21-05-417 **MOVED** by Councillor Cardinal

That Policy ADM021 Purchase Wearing Apparel for Full Time Staff, Council, & Volunteer Fire Fighters be approved as presented.

CARRIED

ADMINISTRATION: **14. b) La Crete Rec Board Request for Charitable Donation Receipts**

MOTION 21-05-418 **MOVED** by Councillor Wardley

That administration be authorized to establish a trust fund and issue charitable donation receipts for donations received for the new La Crete tennis, basketball and pickle ball courts, and the new ice surface addition.

CARRIED

MOTION 21-05-419 **MOVED** by Councillor Jorgensen

That administration develop a Charitable Donations Policy.

CARRIED

COUNCIL COMMITTEE REPORTS: **15. a) Council Committee Reports (verbal)**

MOTION 21-05-420 **MOVED** by Councillor Driedger

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

CARRIED

COUNCIL COMMITTEE REPORTS: **15. b) Municipal Planning Commission Meeting Minutes**

MOTION 21-05-421 **MOVED** by Councillor E. Peters

That the unapproved Municipal Planning Commission meeting minutes of April 29, 2021 be received for information.

CARRIED

INFORMATION/CORRESPONDENCE:

16. a) Information/Correspondence

MOTION 21-05-422

MOVED by Councillor Wardley

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

CARRIED

Reeve Knelsen recessed the meeting at 4:25 p.m. and reconvened at 4:39 p.m.

CLOSED MEETING:

17. Closed Meeting

MOTION 21-05-423

MOVED by Councillor Bateman

That Council move into a closed meeting at 4:39 p.m. to discuss the following:

- 17.a) Agricultural Land Development & Lease Proposals for NW 6 & SW 7-109-19-W5 (*FOIP, Div. 2, Part 1s. 6*)
- 17.b) Flood Mitigation (*FOIP, Div. 2, Part 1s. 23, 24, 25*)
- 17.c) RFP Washout & Culvert Repairs/Upgrades (*FOIP, Div. 2, Part 1, s. 27*)
- 17.d) Building Allocations (*FOIP, Div. 2, Part 1, s. 27*)
- 17.e) La Crete North Storm Pond – Land Acquisition (addition) (*FOIP, Div 2, Part 1, s. 24*)

CARRIED

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

- All Councillors Present, other than Councillor A. Peters and Deputy Reeve Sarapuk
- Byron Peters, Deputy Chief Administrative Officer
- Fred Wiebe, Director of Utilities

- Don Roberts, Director of Community Services
- Jennifer Batt, Director of Finance
- Jeff Simpson, Director of Operations
- Caitlin Smith, Manager of Planning & Development
- Grant Smith, Agricultural Fieldman
- Colleen Sarapuk, Recording Secretary

MOTION 21-05-424 **MOVED** by Councillor Braun

That Council move out of a closed meeting at 7:03 p.m.

CARRIED

CLOSED MEETING: **17. a) Agricultural Land Development & Lease Proposals
for NW 6 & SW 7-109-19-W5**

MOTION 21-05-425 **MOVED** by Councillor Jorgensen

That the Agricultural Land Development & Lease Proposals for NW 6 & SW 7-109-19-W5 be awarded to the most suitable proponent and enter into a lease agreement with the proponent as discussed.

CARRIED

CLOSED MEETING: **17.b) Flood Mitigation**

MOTION 21-05-426 **MOVED** by Councillor Driedger

That the Flood Mitigation discussion be received for information.

CARRIED

CLOSED MEETING: **17.c) RFP Washout & Culvert Repairs/Upgrades**

MOTION 21-05-427 **MOVED** by Councillor Wardley

That the RFP Washout & Culvert Repairs/Upgrades be table as per Agenda Item 5.b).

CARRIED

CLOSED MEETING: **17.d) Building Allocations**

MOTION 21-05-428 **MOVED** by Councillor Bateman

That the Building Allocation be received for information.

CARRIED

CLOSED MEETING: 17.e) La Crete North Storm Pond – Land Acquisition Addition

MOTION 21-05-429 **MOVED** by Councillor Braun
Require Unanimous

That administration proceed with submitting an offer to purchase for the land required for Storm Pond “A” as per policy and discussion.

CARRIED

NOTICE OF MOTION: 18. a)

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

Special Council Meeting
May 12, 2021
12:00 p.m.
Fort Vermilion Council Chambers

Regular Council Meeting
May 26, 2021
10:00 a.m.
Fort Vermilion Council Chambers

ADJOURNMENT: 20. a) Adjournment

MOTION 21-05-430 **MOVED** by Councillor Jorgensen

That the council meeting be adjourned at 7:07 p.m.

CARRIED

These minutes will be presented to Council for approval on May 26, 2021.

(original signed)

Joshua Knelsen
Reeve

(original signed)

Lenard Racher
Chief Administrative Officer