

**MACKENZIE COUNTY
ORGANIZATIONAL COUNCIL MEETING**

**Tuesday, October 26, 2021
10:00 a.m.**

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

PRESENT:

Jacque Bateman	Councillor
Peter F. Braun	Councillor
Cameron Cardinal	Councillor
Darrell Derksen	Councillor
David Driedger	Councillor
Josh Knelsen	Councillor
Ernest Peters	Councillor – Left at 11:00 am rejoined at 3:00 pm
Garrell Smith	Councillor
Walter Sarapuk	Councillor
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 - Virtual
Don Roberts	Director of Community Services
Caitlin Smith	Manager of Planning and Development
Grant Smith	Agricultural Fieldman
Chad Roberts	Communications Coordinator
Colleen Sarapuk	Administrative Officer /Recording Secretary

ALSO PRESENT: Members of the Public

Minutes of the Organizational Council meeting for Mackenzie County held on October 26, 2021 in the Fort Vermilion Council Chambers.

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

Len Racher, Chief Administrative Officer, called the meeting to order at 9:49 a.m.

AGENDA:

2. a) Adoption of Agenda

MOTION 21-10-702

MOVED by Councillor Driedger

That the agenda be adopted as presented.

CARRIED

**ELECTION OF REEVE &
DEPUTY REEVE**

6. a) Election of Reeve

Mr. Racher called for nominations for the position of Reeve for Mackenzie County for the period October 26, 2021 to October 2022.

First Call: Councillor Braun nominated Councillor Knelsen
Accepted.

Second Call: Councillor Smith nominated Councillor Cardinal
Accepted

Third Call: No further nominations.

MOTION 21-10-703

MOVED by Councillor Wardley

That nominations cease for the position of Reeve.

CARRIED

Councillor Knelsen was **elected** as Reeve for Mackenzie County for the period October 26, 2021 to October 2022.

6. b) Election of Deputy Reeve

Mr. Racher called for nominations for the position of Deputy Reeve for Mackenzie County for the period October 26, 2021 to October 2022.

First Call: Councillor Knelsen nominated Councillor Sarapuk
Accepted.

Second Call: Councillor Bateman nominated Councillor Cardinal
Accepted.

Third Call: No further nominations.

MOTION 21-10-704

MOVED by Councillor Wardley

That nominations cease for the position of Deputy Reeve.

CARRIED

Councillor Sarapuk was **elected** as Deputy Reeve for Mackenzie County for the period October 26, 2021 to October 2022.

6. c) Oath of Office – Reeve & Deputy Reeve

The Oath of Office was administered to the Reeve and Deputy Reeve by Jeneane Grundberg, Brownlee LLP.

OATH OF OFFICE:

3. a) Oath of Office – All Council

The Oath of Office was administered to all Councillors by Jeneane Grundberg, Brownlee LLP

TURNOVER OF CHAIR:

7. a) Turnover of Chair to the Reeve

Mr. Racher turned over the chair to newly elected Reeve.

**COUNCIL
ORIENTATION – PART I**

4. a) Overview of Roles & Responsibilities of the Reeve and Deputy Reeve

Jeneane Grundberg, Brownlee LLP gave an overview of the roles and responsibilities of the Reeve and Deputy Reeve.

MOTION 21-10-705

MOVED by Councillor Wardley

That Council proceed with the overview of roles and responsibilities of Council presentation prior to the election of the Reeve and Deputy Reeve.

CARRIED

VOTING PROCEDURE

5. a) Voting Procedure

As outlined in the municipalities Procedural Bylaw.

**COUNCIL
ORIENTATION – PART
II**

8. a) Overview of Roles & Responsibilities of Council

Jeneane Grundberg, Brownlee LLP gave a council orientation presentation on the roles and responsibilities of Council.

Reeve Knelsen recessed the meeting at 11:07 am and reconvened the meeting at 11:16 am

Reeve Knelsen recessed the meeting at 12:01 pm and reconvened the meeting at 12:30 pm

Reeve Knelsen recessed the meeting at 2:20 pm and reconvened the meeting at 2:28 pm

BYLAWS/POLICIES:

9. a) Bylaw 1204-20 Procedural Bylaw

MOTION 21-10-706
Requires 2/3

MOVED by Councillor Wardley

That the first reading be given to Bylaw 1204-20 Procedural Bylaw

CARRIED

MOTION 21-10-707
Requires 2/3

MOVED by Councillor Cardinal

That second reading be given to Bylaw 1204-20 Procedural Bylaw.

CARRIED

MOTION 21-10-708
Requires unanimous

MOVED by Deputy Reeve Sarapuk

That consideration be given to go to third reading of Bylaw 1204-20 Procedural Bylaw

CARRIED

MOTION 21-10-709
Requires 2/3

MOVED by Councillor Braun

That third and final reading be given to Bylaw 1204-20 Procedural Bylaw.

CARRIED

BYLAWS/POLICIES:

9. b) Bylaw 1202-20 Honorariums and Related Expense Reimbursement for Councillors and Approved Committee Members

MOTION 21-10-710
Requires 2/3

MOVED by Councillor Bateman

That first reading be given to Bylaw 1202-20 Honorariums and

Related Expense Reimbursement for Councillors and Approved Committee Members.

CARRIED

MOTION 21-10-711
Requires 2/3

MOVED by Councillor Bateman

That second reading be given to Bylaw 1202-20 Honorariums and Related Expense Reimbursement for Councillors and Approved Committee Members.

CARRIED

MOTION 21-10-712
Requires unanimous

MOVED by Councillor Braun

That consideration be given to move to third reading for Bylaw 1202-20 Honorariums and Related Expense Reimbursement for Councillors and Approved Committee Members.

CARRIED

MOTION 21-10-713
Requires 2/3

MOVED by Councillor Wardley

That third and final reading be given to Bylaw 1202-20 Honorariums and Related Expense Reimbursement for Councillors and Approved Committee Members.

CARRIED

BYLAWS/POLICIES:

9. c) Policy ADM050 Council/Administration Protocol

MOTION 21-10-714

MOVED by Deputy Reeve Sarapuk

That Policy ADM050 Council/Administration Protocol be received for information.

CARRIED

**COUNCIL COMMITTEES
& TASK FORCES**

10. a) Abolishment of Committees

MOTION 21-10-715

MOVED by Councillor Wardley

That the following Council Committees be abolished:
1. Northern Transportation Advocacy Bureau

CARRIED

**COUNCIL INTERNAL
COMMITTEES:**

11. b) Agricultural Service Board

MOTION 21-10-716

MOVED by Councillor Braun

That the following Councillors be appointed to the **Agriculture Service Board** for a two-year term – October 26, 2021 to October 2023.

1. Councillor Driedger
2. Councillor Peters

CARRIED

MOTION 21-10-717

MOVED by Councillor Bateman

That the following Members at Large be appointed to the **Agriculture Service Board** for a two-year term – October 26, 2021 to October 2023.

1. Anthony Peters
2. Joseph Peters
3. George Fehr

CARRIED

**COUNCIL INTERNAL
COMMITTEES:**

11. a) Agricultural Appeal Board

MOTION 21-10-718

MOVED by Councillor Driedger

That the following Councillors be appointed to the **Agricultural Appeal Board** for a one-year term – October 26, 2021 to October 2022.

1. Councillor Cardinal
2. Councillor Wardley
3. Deputy Reeve Sarapuk

CARRIED

**COUNCIL INTERNAL
COMMITTEES:**

11. c) Assessment Review Board

MOTION 21-10-719

MOVED by Councillor Braun

That the following Councillors be appointed to the **Assessment Review Board** for a one-year term – October 26, 2021 to October 2022, subject to eligibility.

1. Councillor Wardley
2. Councillor Cardinal

CARRIED

MOTION 21-10-720

MOVED by Councillor Cardinal

That the following Member at Large be appointed to the **Assessment Review Board** for a three-year term – October 26, 2021 to October 2024, subject to eligibility.

1. Carson Flett

CARRIED

**COUNCIL INTERNAL
COMMITTEES:**

11. d) Community Services Committee

MOTION 21-10-721

MOVED by Councillor Braun

That the **Community Services Committee** Terms of Reference be amended as presented.

CARRIED

MOTION 21-10-722

MOVED by Councillor Bateman

That the following Councillors be appointed to the **Community Services Committee** for a one year term – October 26, 2021 to October 2022.

1. Councillor Cardinal
2. Councillor Braun
3. Councillor Wardley
4. Councillor Derksen

CARRIED

**COUNCIL INTERNAL
COMMITTEES:**

11. e) Community Streetscape Implementation Committee

MOTION 21-10-723

MOVED by Councillor Braun

That applications for Community Streetscape Implementation committee members at large be re-advertised.

CARRIED

**COUNCIL INTERNAL
COMMITTEES:**

11. f) Emergency Advisory Committee

MOTION 21-10-724

MOVED by Councillor Bateman

That the **Emergency Advisory Committee** be received for information.

CARRIED

**COUNCIL INTERNAL
COMMITTEES:**

11. g) Indigenous Liaison Committee

MOTION 21-10-725

MOVED by Councillor Bateman

That the **Indigenous Liaison Committee** be received for information.

CARRIED

**COUNCIL INTERNAL
COMMITTEES:**

11. h) Inter-Municipal Planning Commission

MOTION 21-10-726

MOVED by Councillor Bateman

That the following Councillors be appointed to the **Inter-Municipal Planning Commission** for a one-year term – October 26, 2021 to October 2022.

1. Councillor Driedger
2. Councillor Bateman

CARRIED

MOTION 21-10-727

MOVED by Councillor Bateman

That the following Member at Large be appointed to the **Inter-Municipal Planning Commission** for a one-year term – October 26, 2021 to October 2022.

1. Andrew O' Rourke

CARRIED

**COUNCIL INTERNAL
COMMITTEES:**

11. i) Inter-Municipal Subdivision & Development Appeal Board

MOTION 21-10-728

MOVED by Councillor Bateman

That a letter be sent to the Inter-Municipal Subdivision & Development Appeal Board members requesting that they retake the required training.

CARRIED

MOTION 21-10-729

MOVED by Councillor Braun

That the following Councillor be appointed to the **Inter-Municipal Subdivision & Development Appeal Board** for a one-year term – October 26, 2021 to October 2022.

1. Councillor Wardley

CARRIED

**COUNCIL INTERNAL
COMMITTEES:**

11. j) Mackenzie Library Board

MOTION 21-10-730

MOVED by Councillor Driedger

That the following Councillors be appointed to the **Mackenzie Library Board** for a one-year term – October 26, 2021 to October 2022.

1. Councillor Cardinal
2. Councillor Wardley

CARRIED

MOTION 21-10-731

MOVED by Councillor Wardley

That the following Members at Large be appointed to the **Mackenzie Library Board:**

1. La Crete (3 Year Term) – Sandra Neufeld
2. Fort Vermilion (3 Year Term) – Tamie Mclean
3. High Level Rural (3 Year Term) – vacant
4. County Rural (3 Year Term) – Lorraine Peters

CARRIED

MOTION 21-10-732

MOVED by Councillor Wardley

That the member at large position for High Level Rural vacancy for the Mackenzie Library Board be re-advertised.

CARRIED

**COUNCIL INTERNAL
COMMITTEES:**

11. k) Municipal Planning Commission

MOTION 21-10-733

MOVED by Councillor Derksen

That the following Councillors be appointed to the **Municipal Planning Commission** for a one-year term – October 26, 2021 to October 2022.

1. Councillor Bateman
2. Councilor Driedger

CARRIED

MOTION 21-10-734

MOVED by Councillor Cardinal

That the following Members at Large be appointed to the **Municipal Planning Commission** for a one-year term – October 26, 2021 to October 2022.

1. Erick Carter
2. Willie Wieler
3. Tim Driedger

CARRIED

**COUNCIL INTERNAL
COMMITTEES:**

**11. l) Northwest Alberta Regional Emergency Advisory
Committee**

MOTION 21-10-735

MOVED by Councillor Bateman

That the following Councillors be appointed to the **Northwest Alberta Regional Emergency Advisory Committee** for a one-year term – October 26, 2021 to October 2022.

1. Councillor Bateman
2. Councillor Peters
3. Reeve Knelsen (Alternate)

CARRIED

**COUNCIL INTERNAL
COMMITTEES:**

11. m) Subdivision & Development Appeal Board

MOTION 21-10-736

MOVED by Councillor Bateman

That the following Councillors be appointed to the **Subdivision & Development Appeal Board** for a one-year term – October 26, 2021 to October 2022, subject to eligibility.

1. Councillor Wardley
2. Councillor Cardinal

CARRIED

**EXTERNAL
COMMITTEES
REPRESENTATION:**

12. a) Boreal Housing Foundation

MOTION 21-10-737

MOVED by Councillor Wardley

That the County's Terms of Reference (for appointees) for Boreal Housing Foundation be abolished and the County refers to the Ministerial Order H:042/16 for the establishment of the management body.

CARRIED

MOTION 21-10-738

MOVED by Councillor Driedger

That the following Councillors be appointed to the **Boreal Housing Foundation** for a one-year term – October 26, 2021 to October 2022.

1. Councillor Cardinal
2. Councillor Derksen
3. Reeve Knelsen

CARRIED

**EXTERNAL
COMMITTEES
REPRESENTATION:**

12. b) Community Futures Northwest Alberta

MOTION 21-10-739

MOVED by Councillor Bateman

That the following Councillor be appointed to the **Community Futures Northwest Alberta** for a one-year term – October 26, 2021 to October 2022.

1. Deputy Reeve Sarapuk

CARRIED

**EXTERNAL
COMMITTEES
REPRESENTATION:**

12. c) Hay Zama Committee

MOTION 21-10-740

MOVED by Councillor Bateman

That the following Councillors be appointed to the **Hay Zama Committee** for a one-year term – October 26, 2021 to October 2022.

1. Councillor Wardley
2. Councillor Bateman

CARRIED

**EXTERNAL
COMMITTEES
REPRESENTATION:**

12. d) High Level Forests Public Advisory Committee

MOTION 21-10-741

MOVED by Councillor Derksen

That the following Councillors be appointed to the **High Level Forests Public Advisory Committee** for a one-year term – October 26, 2021 to October 2022.

1. Councillor Smith
2. Councillor Wardley

CARRIED

Reeve Knelsen recessed the meeting at 5:15 pm reconvened the meeting at 5:30 pm

**EXTERNAL
COMMITTEES
REPRESENTATION:**

12. e) High Level Recreation Facility Task Force

MOTION 21-10-742

MOVED by Councillor Braun

That the following Councillor be appointed to the **High Level Recreation Facility Task Force** for a one-year term – October 26, 2021 to October 2022.

1. Councillor Bateman

CARRIED

**EXTERNAL
COMMITTEES
REPRESENTATION:**

12. f) Indigenous Joint Mutual Aid Committee

MOTION 21-10-743

MOVED by Councillor Bateman

That the following Councillor be appointed to the **Indigenous Joint Mutual Aid Committee** for a one-year term – October

- 26, 2021 to October 2022.
1. Councillor Cardinal
 2. Reeve Knelsen

CARRIED

**EXTERNAL
COMMITTEES
REPRESENTATION:**

12. g) La Crete Community Adult Learning Council

MOTION 21-10-744

MOVED by Councillor Smith

That the following Councillor be appointed to the **La Crete Community Adult Learning Council** for a one-year term – October 26, 2021 to October 2022.

1. Councillor Braun

CARRIED

**EXTERNAL
COMMITTEES
REPRESENTATION:**

12. h) Mackenzie Applied Research Association (MARA)

MOTION 21-10-745

MOVED by Councillor Braun

That the following Councillor be appointed to the **Mackenzie Applied Research Association (MARA)** for a one-year term – October 26, 2021 to October 2022.

1. Councillor Smith

CARRIED

**EXTERNAL
COMMITTEES
REPRESENTATION:**

12. i) Mackenzie Frontier Tourist Association (MFTA)

MOTION 21-10-746

MOVED by Councillor Bateman

That the following Councillors be appointed to the **Mackenzie Frontier Tourist Association (MFTA)** for a one-year term – October 26, 2021 to October 2022.

1. Councilor Cardinal
2. Councillor Wardley

CARRIED

EXTERNAL

12. j) Mackenzie Regional Community Policing Society

**COMMITTEES
REPRESENTATION:**

MOTION 21-10-747

MOVED by Councillor Driedger

That the following Councillor be appointed to the **Mackenzie Regional Community Policing Society** for a one-year term – October 26, 2021 to October 2022.

1. Councillor Derksen

CARRIED

**EXTERNAL
COMMITTEES
REPRESENTATION:**

**12. k) Mackenzie Regional Waste Management
Commission**

MOTION 21-10-748

MOVED by Councillor Wardley

That the following Councillors be appointed to the **Mackenzie Regional Waste Management Commission** for a two-year term – October 26, 2021 to October 2022.

1. Councillor Bateman
2. Reeve Knelsen

CARRIED

**EXTERNAL
COMMITTEES
REPRESENTATION:**

12. l) Mighty Peace Watershed Alliance

MOTION 21-10-749

MOVED by Deputy Reeve Sarapuk

That the following Councillor be appointed to the **Mighty Peace Watershed Alliance** for a one-year term – October 26, 2021 to October 2022.

1. Councillor Cardinal

CARRIED

**EXTERNAL
COMMITTEES
REPRESENTATION:**

**12. m) Northern Lakes College Community Education
Committee**

MOTION 21-10-750

MOVED by Councillor Smith

That the following Councillors be appointed to the **Northern Lakes College Community Education Committee** for a

one-year term – October 26, 2021 to October 2022.

1. High Level – Deputy Reeve Sarapuk
2. Fort Vermilion – Councillor Cardinal

CARRIED

**EXTERNAL
COMMITTEES
REPRESENTATION:**

12. o) Northwest Species at Risk Committee

MOTION 21-10-751

MOVED by Councillor Driedger

That the following Councillors be appointed to the **Northwest Species at Risk Committee** for a one-year term – October 26, 2021 to October 2022.

1. Councillor Smith
2. Councillor Wardley
3. Alternate – Councillor Cardinal

CARRIED

**EXTERNAL
COMMITTEES
REPRESENTATION:**

12. p) Regional Economic Development Initiative

MOTION 21-10-752

MOVED by Councillor Driedger

That the following Councillors be appointed to the **Regional Economic Development Initiative** for a one-year term – October 26, 2021 to October 2022.

1. Councillor Braun
2. Councillor Wardley

CARRIED

**EXTERNAL
COMMITTEES
REPRESENTATION:**

12. q) Veterinary Services Incorporated (VSI)

MOTION 21-10-753

MOVED by Councillor Derksen

That the following Councillor be appointed to the **Veterinary Services Incorporated (VSI)** for a one-year term – October 26, 2021 to October 2022.

1. Councillor Smith
2. Alternate – Deputy Reeve Sarapuk

CARRIED

**EXTERNAL
 COMMITTEES
 REPRESENTATION:**

12. r) Water North Coalition (WNC)

MOTION 21-10-754

MOVED by Councillor Wardley

That the following Councillors be appointed to the **Water North Coalition (WNC)** for a one-year term – October 26, 2021 to October 2022.

1. Reeve Knelsen
2. Councillor Peters

CARRIED

OTHER BUSINESS:

13. a) 2022 Council Meeting Dates

MOTION 21-10-755

MOVED by Councillor Cardinal

That the 2022 Council meetings be scheduled as follows:

Date	Meeting Type	Location	Time
January 11, 2022	Regular	Fort Vermilion	10:00 a.m.
January 25, 2022	Committee of the Whole	Fort Vermilion	10:00 a.m.
January 26, 2022	Regular	Fort Vermilion	10:00 a.m.
February 8, 2022	Regular	Fort Vermilion	10:00 a.m.
February 22, 2022	Committee of the Whole	Fort Vermilion	10:00 a.m.
February 23, 2022	Regular	Fort Vermilion	10:00 a.m.
March 8, 2022	Regular	Fort Vermilion	10:00 a.m.
March 22, 2022	Committee of the Whole	Fort Vermilion	10:00 a.m.
March 23, 2022	Regular	Fort Vermilion	10:00 a.m.
April 12, 2022	Regular	Fort Vermilion	10:00 a.m.
April 26, 2022	Committee of the Whole	Fort Vermilion	10:00 a.m.
April 27, 2022	Regular	Fort Vermilion	10:00 a.m.
May 10, 2022	Regular	Fort Vermilion	10:00 a.m.

May 25, 2022	Regular	Fort Vermilion	10:00 a.m.
June 7, 2022	Regular	Fort Vermilion	10:00 a.m.
June 22, 2022	Regular	Fort Vermilion	10:00 a.m.
June 23, 2022	Committee of the Whole	Fort Vermilion	10:00 a.m.
July 12, 2022	Committee of the Whole	Fort Vermilion	10:00 a.m.
July 13, 2022	Regular	Fort Vermilion	10:00 a.m.
August 16, 2022	Committee of the Whole	Fort Vermilion	10:00 a.m.
August 17, 2022	Regular	Fort Vermilion	10:00 a.m.
September 13, 2022	Regular	Fort Vermilion	10:00 a.m.
September 26, 2022	Regular	Fort Vermilion	10:00 a.m.
October 11, 2022	Regular	Fort Vermilion	10:00 a.m.
October 25, 2022	Organizational Meeting	Fort Vermilion	10:00 a.m.
October 26, 2022	Regular	Fort Vermilion	10:00 a.m.
November 15, 2022	Regular	Fort Vermilion	10:00 a.m.
November 29, 2022	Regular	Fort Vermilion	10:00 a.m.
December 13, 2022	Regular	Fort Vermilion	10:00 a.m.

CARRIED

DESTRUCTION OF BALLOTS:

14. a) Destruction of Ballots

MOTION 21-10-756

MOVED by Councillor Wardley

That all ballots used during the 2021 organizational meeting be destroyed.

CARRIED

ADJOURNMENT:

15. a) Adjournment

MOTION 21-10-757

MOVED by Councillor Derksen

That the Organizational Council meeting be adjourned at 5:52 p.m.

CARRIED

These minutes will be presented to Council for approval on Tuesday, October 27, 2021.

John Knelsen
Reeve

Len Racher
Chief Administrative Officer