

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Wednesday, January 25, 2023
10:00 a.m.**

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

PRESENT:

Josh Knelsen	Reeve
Walter Sarapuk	Deputy Reeve (left the meeting at 3:50 p.m.)
Jacque Bateman	Councillor
Peter F. Braun	Councillor (virtual - left the meeting at 3:18 p.m.)
Cameron Cardinal	Councillor
Darrell Derksen	Councillor
David Driedger	Councillor
Garrell Smith	Councillor
Lisa Wardley	Councillor
Ernest Peters	Councillor

REGRETS:

ADMINISTRATION:

James Thackray	Chief Administrative Officer
Byron Peters	Director of Projects and Infrastructure
Jennifer Batt	Director of Finance
Don Roberts	Director of Community Services
Caitlin Smith	Director of Planning and Agriculture
Louise Flooren	Manager of Legislative & Support Services/ Recording Secretary
Landon Driedger	Agricultural Fieldman

ALSO PRESENT: Members of the Public

Minutes of the Regular Council Meeting for Mackenzie County held on January 25, 2023 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 23-01-047 MOVED by Councillor Cardinal

That the agenda be adopted with the following additions:

- 4. d) Town of High Level – Annexation
- 7. a) Lyle Duperron & Owen Sabiston
- 8. b) Street Lights
- 15.a) Bantam Lumberjacks Fundraiser

CARRIED

**ADOPTION OF
PREVIOUS MINUTES:**

3. a) Minutes of the January 10, 2023 Regular Council Meeting

MOTION 23-01-048

MOVED by Deputy Reeve Sarapuk

That the minutes of the January 10, 2023 Regular Council Meeting be adopted as presented.

CARRIED

**ADOPTION OF
PREVIOUS MINUTES:**

3. b) Minutes of the January 11, 2023 Budget Council Meeting

MOTION 23-01-049

MOVED by Councillor Wardley

That the minutes of the January 11, 2023 Budget Council Meeting be adopted as presented.

CARRIED

DELEGATIONS:

7. a) Lyle Duperron and Owen Sabiston (ADDITION)

MOTION 23-01-050
Requires Unanimous

MOVED by Councillor Bateman

That the Agricultural Service Board review the possibilities of a bylaw prohibiting the transference of horses from the Chateh area unless they have been Coggins tested.

CARRIED UNANIMOUSLY

Reeve Knelsen recessed the meeting at 10:58 a.m. and reconvened the meeting at 11:11 a.m.

MOTION 23-01-051
Requires Unanimous

MOVED by Councillor Cardinal

That administration research options for charging user fees for municipal road allowances that are already cleared and farmed for profit.

CARRIED UNANIMOUSLY

TENDERS: 5. a) Zama City Vegetation Management Project

MOTION 23-01-052 MOVED by Deputy Reeve Sarapuk

That the Zama City Vegetation Management Project FFP-22-28 & FFP-22-29 – Envelope 1 be opened.

CARRIED

Bidder	Qualifying Documents
Northern Road Builders	All required documents included.
Outback Ventures	All required documents included.

MOTION 23-01-053 MOVED by Councillor Wardley

That the Zama City Vegetation Management Project FFP-22-28 & FFP-22-29 Tenders – Envelope 2 be opened for qualified bidders.

CARRIED

Bidder	Cost Schedule A	Cost Schedule B
Northern Road Builders	\$63,100.00	\$232,900.00
Outback Ventures	\$61,838.00	\$103,640.50

MOTION 23-01-054 MOVED by Councillor Wardley

That administration reviews the Zama City Vegetation Management Project FFP-22-28 & FFP-22-29 Tenders and bring back to Council later in the meeting for awarding.

CARRIED

CLOSED MEETING: 4. a) CLOSED MEETING

MOTION 23-01-055 MOVED by Councillor Driedger

That Council move into a closed meeting at 11:24 a.m. to discuss the following:

- 4.a) Legal – Development Matters (*FOIP Sections 23, 24 and 27*)
- 4.c) Town of High Level – Agreements (*FOIP Sections 21 and 23*)

CARRIED

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

- All Councillors Present
- James Thackray, Chief Administrative Officer
- Byron Peters, Director of Projects and Infrastructure
- Jennifer Batt, Director of Finance
- Don Roberts, Director of Community Services
- Caitlin Smith, Director of Planning and Agriculture
- Louise Flooren, Manager of Legislative & Support Services/
Recording Secretary
- Landon Driedger, Agricultural Fieldman

MOTION 23-01-056 **MOVED** by Councillor Derksen

That Council move out of a closed meeting at 12:09 p.m.

CARRIED

Reeve Knelsen recessed the meeting at 12:09 p.m. and reconvened the meeting at 12:56 p.m.

CLOSED MEETING: **4. a) CLOSED MEETING**

MOTION 23-01-057 **MOVED** by Deputy Reeve Sarapuk

That Council move into a closed meeting at 1:00 p.m. to discuss the following:

- 4.b) CAO Report (*FOIP Sections 16, 17, 23 and 24*)
- 4.d) Town of High Level – Annexation (*FOIP Sections 21 & 23*)

CARRIED

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

- All Councillors Present
- James Thackray, Chief Administrative Officer
- Byron Peters, Director of Projects and Infrastructure
- Jennifer Batt, Director of Finance
- Don Roberts, Director of Community Services
- Caitlin Smith, Director of Planning and Agriculture
- Louise Flooren, Manager of Legislative & Support Services/
Recording Secretary
- Landon Driedger, Agricultural Fieldman

Administration left the meeting at 1:13 p.m. excluding James Thackray, Chief Administrative Officer.

MOTION 23-01-058 MOVED by Councillor Peters

That Council move out of a closed meeting at 2:15 p.m.

CARRIED

Reeve Knelsen recessed the meeting at 2:15 p.m. and reconvened the meeting at 2:25 p.m.

CLOSED MEETING: 4. a) Legal – Development Matters

MOTION 23-01-059 MOVED by Councillor Smith

That the Legal-Development Matter discussion be received for information.

CARRIED

CLOSED MEETING: 4. c) Town of High Level - Agreements

MOTION 23-01-060 MOVED by Councillor Bateman

That the Town of High Level – Agreements be TABLED to February 28, 2023 Regular Council meeting.

CARRIED

CLOSED MEETING: 4. d) Town of High Level – Annexation (ADDITION)

MOTION 23-01-061 MOVED by Councillor Wardley

Requires Unanimous

That the Town of High Level – Annexation be TABLED for clarification.

CARRIED UNANIMOUSLY

CLOSED MEETING: 4. b) CAO Report

MOTION 23-01-062 MOVED by Deputy Reeve Sarapuk

That the CAO Report be received for information.

CARRIED

TENDERS: 5. a) Zama City Vegetation Management Project

MOTION 23-01-063 MOVED by Councillor Bateman
 Requires 2/3

That the Zama City Vegetation Management Project FFP-22-28 & FFP-22-29 contract be awarded to the highest scoring qualified bidder Outback Ventures, while staying within budget.

CARRIED

Northern Road Builders

Evaluation Criteria <i>(Weight x Score = Total Points)</i>	Evaluation Criteria Schedule A & B	Schedule A		Schedule B	
		Weight	Score	Total	Score
Local Contractor	10%	10	10%	10	10%
Experience with other Vegetation Management Programs	10%	8	8%	8	8%
Experience with Vegetation Management Programs in and around the Hamlet of Zama City	20%	5	10%	5	10%
Proposal Cost	60%	9	54%	5	30%
Total	100%		82%		58%

Outback Ventures

Evaluation Criteria (<i>Weight x Score = Total Points</i>)	Evaluation Criteria Schedule A & B	Schedule A		Schedule B	
	Weight	Score	Total	Score	Total
Local Contractor	10%	10	10%	10	10%
Experience with other Vegetation Management Programs	10%	9	9%	9	9%
Experience with Vegetation Management Programs in and around the Hamlet of Zama City	20%	20	20%	9	18%
Proposal Cost	60%	10	60%	9	54%
Total	100%		99%		91%

PUBLIC HEARINGS: 6. a) None

GENERAL REPORTS: 8. a) Flood Recovery Steering Committee Report and Terms of Reference

MOTION 23-01-064 **MOVED** by Deputy Reeve Sarapuk

That the Flood Recovery Steering Committee report be received for information.

CARRIED

MOTION 23-01-065 **MOVED** by Councillor Smith

That the Flood Recovery Steering Committee Terms of Reference be approved as presented.

CARRIED

GENERAL REPORTS: 8. b) Street Lights (ADDITION)

MOTION 23-01-066 **MOVED** by Councillor Bateman
 Requires Unanimous

That administration research street lighting options and bring back to a Flood Recovery Steering Committee meeting.

CARRIED UNANIMOUSLY

**AGRICULTURE
SERVICES:**

9. a) None

**COMMUNITY
SERVICES:**

10. a) Camp Reservations Canada

MOTION 23-01-067

MOVED by Councillor Derksen

That administration use Camp Reservations Canada for the campground online booking program.

CARRIED

**COMMUNITY
SERVICES:**

10. b) Dog Control

MOTION 23-01-068

MOVED by Councillor Peters

That administration purchase up to 6 live dog traps to address dogs running at large in the hamlets.

CARRIED

Councillor Braun left the meeting virtually at 3:18 p.m.

FINANCE:

11. a) Bylaw 1261-22 – Local Improvement Tax, 101 Avenue Asphalt

MOTION 23-01-069

MOVED by Councillor Wardley

That the second reading be given to Bylaw 1261-22, being a bylaw authorizing imposition of a local improvement tax to the benefiting properties for construction of an Asphalt Overlay on 101 Avenue from 98th Street to 97th Street for; Plan 062 6286, Block 23, Lot 10; Plan 062 6286, Block 23, Lot 9; Plan 212 1586, Block 22, Lot 2 in the Hamlet of La Crete.

CARRIED

MOTION 23-01-070

MOVED by Councillor Peters

That the third reading be given to Bylaw 1261-22, being a bylaw authorizing imposition of a local improvement tax to the benefiting properties for construction of an Asphalt Overlay on 101 Avenue from 98th Street to 97th Street for; Plan 062 6286,

Block 23, Lot 10; Plan 062 6286; Block 23, Lot 9; Plan 212
1586, Block 22, Lot 2 in the Hamlet of La Crete.

CARRIED

FINANCE: 11. b) **Disaster Recovery Program – 2020 Update January Report**

MOTION 23-01-071 **MOVED** by Councillor Driedger

That the 2020 Disaster Recovery Program January 2023 updated report be received for information.

CARRIED

FINANCE: 11. c) **2022 Overland Flood – Ratepayer Invoices**

MOTION 23-01-072 **MOVED** by Councillor Bateman

That a letter be written to Mr. G. Friesen, stating that the County does not reimburse or invoices direct for natural disasters, and that once the Disaster Recovery Program communicates the approval/denial of the 2022 Overland Flood application, they will be notified.

CARRIED

OPERATIONS: 12. a) **None**

UTILITIES: 13. a) **None**

PLANNING & DEVELOPMENT: 14. a) **Bylaw 1279-23 Land Use Bylaw Amendment to amend the minimum lot size regulation in the Hamlet Country Residential “H-CR” district in the Land Use Bylaw Section 9.16.3**

MOTION 23-01-073 **MOVED** by Councillor Wardley

That first reading be given to Bylaw 1279-23 being a Land Use Bylaw Amendment to amend the minimum lot size regulation in the Hamlet Country Residential “H-CR”, zoning district in the Land Use Bylaw Section 9.16.3 subject to public hearing input.

CARRIED

**PLANNING &
DEVELOPMENT:**

**14. b) Development Statistics Report – January to December
2022**

MOTION 23-01-074

MOVED by Deputy Reeve Sarapuk

That the Municipal Planning Commission look at obtaining land in lieu of cash on rural subdivisions.

CARRIED

Reeve Knelsen recessed the meeting at 3:38 p.m., Deputy Reeve Sarapuk left the meeting at 3:50 p.m. and Reeve Knelsen reconvened the meeting at 3:54 p.m.

ADMINISTRATION:

15. a) Bantam Lumberjacks Fundraiser (ADDITION)

MOTION 23-01-075
Requires Unanimous

MOVED by Councillor Bateman

That Mackenzie County sponsors \$1,500 to advertise in the U15 Lumberjacks Provincials booklet.

CARRIED UNANIMOUSLY

**COMMITTEE OF THE
WHOLE MEETING:**

**16. a) Business Arising out of Committee of the Whole
Meeting Minutes**

MOTION 23-01-076

MOVED by Councillor Wardley

That the Alberta Games Survey be amended and recirculated.

CARRIED

MOTION 23-01-077

MOVED by Councillor Wardley

That administration highlight value added verbiage to the Business Incentive Draft Bylaw.

CARRIED

MOTION 23-01-078

MOVED by Councillor Bateman

That administration release an additional 15% of the 2023 Operating Grant to the Fort Vermilion Recreation Board.

CARRIED

MOTION 23-01-079 **MOVED** by Councillor Smith

That a letter be written to the Fort Vermilion Recreation Board regarding grant reporting requirements including budget parameters and a meeting with the Board.

CARRIED

MOTION 23-01-080 **MOVED** by Councillor Bateman
Requires 2/3

That first reading be given to Bylaw 1277-23, being the Fee Schedule Bylaw for Mackenzie County as amended.

CARRIED

MOTION 23-01-081 **MOVED** by Councillor Peters
Requires 2/3

That second reading be given to Bylaw 1277-23, being the Fee Schedule Bylaw for Mackenzie County as amended.

CARRIED

MOTION 23-01-082 **MOVED** by Councillor Bateman
Requires Unanimous

That consideration be given to go to third reading of Bylaw 1277-23, being the Fee Schedule Bylaw for Mackenzie County as amended.

CARRIED UNANIMOUSLY

MOTION 23-01-083 **MOVED** by Councillor Driedger
Requires 2/3

That third reading be given to Bylaw 1277-23, being the Fee Schedule Bylaw for Mackenzie County as amended.

CARRIED

MOTION 23-01-084 **MOVED** by Councillor Wardley

That administration release the remaining 50% of the Non-Profits 2023 Operating Budget.

CARRIED

MOTION 23-01-085

MOVED by Councillor Derksen

That policy ADM060 – Social Media be approved as presented.

CARRIED

MOTION 23-01-086

MOVED by Councillor Smith

That policy RESV25 – Fort Vermilion Fire Hall Reserve be approved as presented.

CARRIED

MOTION 23-01-087

MOVED by Councillor Wardley

That the 2023 Capital Budget for the Fort Vermilion Fire Hall Roof Project be suspended.

CARRIED

MOTION 23-01-088

MOVED by Councillor Peters

That policy RESV26 – La Crete & Area Fire Hall Reserve be approved as presented.

CARRIED

**COUNCIL
COMMITTEE
REPORTS:**

17. a) Council Committee Report (verbal)

MOTION 23-01-089

MOVED by Councillor Wardley

That the Council Committee Reports be received for information.

CARRIED

**COUNCIL
COMMITTEE
REPORTS:**

17. b) Municipal Planning Commission Meeting Minutes

MOTION 23-01-090

MOVED by Councillor Bateman

That the unapproved Municipal Planning Commission meeting minutes of January 12, 2023 be received for information.

CARRIED

**INFORMATION/
CORRESPONDENCE:**

18. a) Information/Correspondence

MOTION 23-01-091

MOVED by Councillor Driedger

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

CARRIED

NOTICE OF MOTION:

19. a) None

**NEXT MEETING
DATES:**

20. a) Next Meeting Dates

Regular Council Meeting
February 7, 2023
10:00 a.m.
Fort Vermilion Council Chambers

Regular Council Meeting
February 28, 2023
10:00 a.m.
Fort Vermilion Council Chambers

ADJOURNMENT:

21. a) Adjournment

MOTION 23-01-092

MOVED by Councillor Derksen

That the Council meeting be adjourned at 4:35 p.m.

CARRIED

These minutes were approved at the February 7, 2023 Regular Council Meeting.

(original signed)

Josh Knelsen
Reeve

(original signed)

Byron Peters
Interim Chief Administrative Officer

