

**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING**

**Tuesday, April 4, 2023  
10:00 a.m.**

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

**PRESENT:**

Josh Knelsen	Reeve
Walter Sarapuk	Deputy Reeve (virtual)
Jacque Bateman	Councillor
Peter F. Braun	Councillor
Cameron Cardinal	Councillor (virtual joined at 10:21 a.m. and left at 11:45 a.m., rejoined the meeting virtually at 1:44 p.m. and left the meeting at 2:32 p.m.)
Darrell Derksen	Councillor
David Driedger	Councillor (arrived at 10:11 a.m.)
Ernest Peters	Councillor
Garrell Smith	Councillor
Lisa Wardley	Councillor (virtual)

**REGRETS:**

**ADMINISTRATION:**

Byron Peters	Interim Chief Administrative Officer/ Director of Projects and Infrastructure
Don Roberts	Director of Community Services
Jennifer Batt	Director of Finance
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
- Ghazanfar Zafar – President, Tallahassee Exploration Inc.
- Terry Krahn
- David Buhler

Minutes of the Regular Council Meeting for Mackenzie County held on April 4, 2023 in the Council Chambers at the Fort Vermilion County Office.

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

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Reeve Knelsen called the meeting to order at 10:00 a.m.

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

**MOTION 23-04-321 MOVED** by Councillor Braun

That the agenda be adopted with the following additions:

- 4.c) Personnel (*FOIP Sections 23, 24 and 27*)
- 10.e) Swing into Spring Event – High Level Agricultural Society
- 16.c) Canadian Association of Municipal Administrators (CAMA) Long Service Award

**CARRIED**

**ADOPTION OF PREVIOUS MINUTES: 3. a) Minutes of the March 29, 2023 Regular Council Meeting**

**MOTION 23-04-322 MOVED** by Councillor Wardley

That the minutes of the March 29, 2023 Regular Council Meeting be adopted as presented.

**CARRIED**

**ADOPTION OF PREVIOUS MINUTES: 3. b) Business Arising out of the Minutes**

None.

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

**MOTION 23-04-323 MOVED** by Councillor Braun

That Council move into a closed meeting at 10:01 a.m. to discuss the following:

- 4.a) Organizational Chart (*FOIP Section 17*)
- 4.b) 27<sup>th</sup> Baseline Road Reconstruction (*FOIP Sections 23 & 24*)
- 4.c) Personnel (*FOIP Sections 23, 24 and 27*)

**CARRIED**

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

- All Councillors Present excluding Councillor Driedger and Councillor Cardinal
- Byron Peters, Interim Chief Administrative Officer/Director of Projects and Infrastructure
- Jennifer Batt, Director of Finance
- Louise Flooren, Manager of Legislative & Support Services/ Recording Secretary

Councillor Driedger joined the meeting at 10:11 a.m. and Councillor Cardinal joined the meeting virtually at 10:21 a.m.

Byron Peters, Interim Chief Administrative Officer/Director of Projects and Infrastructure, Jennifer Batt, Director of Finance and Louise Flooren, Manager of Legislative & Support Services/Recording Secretary left the meeting at 10:21 a.m.

Byron Peters, Interim Chief Administrative Officer/Director of Projects and Infrastructure returned to the meeting at 10:42 a.m.

**MOTION 23-04-324**      **MOVED** by Councillor Bateman

That Council move out of a closed meeting at 10:52 a.m.

**CARRIED**

Reeve Knelsen recessed the meeting at 10:52 a.m. and reconvened the meeting at 11:06 a.m.

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

**MOTION 23-04-325**      **MOVED** by Councillor Derksen

That the Organizational Chart be approved as presented.

**CARRIED**

**CLOSED MEETING:**      **4. b) 27<sup>th</sup> Baseline Road Reconstruction**

**MOTION 23-04-326**      **MOVED** by Councillor Bateman

That the 27<sup>th</sup> Baseline Road Reconstruction be negotiated as discussed.

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**CARRIED**

**CLOSED MEETING:** 4. c) Personnel (ADDITION)

**MOTION 23-04-327** **MOVED** by Councillor Smith

That the Personnel discussion be received for information.

**CARRIED**

**PLANNING & DEVELOPMENT:** 15. b) West Haven Estates – Request to Waive Deferred Reserve Owed – Ne 9-106-15-W5M

Councillor Derksen declared himself in conflict and left the meeting and sat in the gallery at 11:09 a.m.

**MOTION 23-04-328** **MOVED** by Councillor Bateman

That the remaining deferred reserve for NE 9-106-15-W5M (6.905 acres owed) not be waived.

**CARRIED**

Councillor Derksen returned to the meeting at 11:18 a.m.

**TENDERS:** 5. a) None

**PUBLIC HEARINGS:** 6. a) None

**GENERAL REPORTS:** 8. a) None

**AGRICULTURE SERVICES:** 9. a) Roadside Mowing Tender Review

**MOTION 23-04-329** **MOVED** by Councillor Bateman

That the Roadside Mowing tender for the La Crete/88 Connector mowing area be awarded to the lowest qualified bidder.

**CARRIED**

**MOTION 23-04-330** **MOVED** by Councillor Bateman

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That the Roadside Mowing Tenders be advertised for the remaining areas with an August 30 annual completion date to be opened at the April 26, 2023 Regular Council Meeting.

**CARRIED**

**COMMUNITY SERVICES**

**10.e) Swing into Spring Event – High Level Agricultural Society (ADDITION)**

**MOTION 23-04-331**  
Requires Unanimous

**MOVED** by Councillor Smith

That Mackenzie County purchase up to two tables for eight (8) at the High Level Agricultural Society’s Swing into Spring Event up to \$1,000.00.

**CARRIED UNANIMOUSLY**

**COMMUNITY SERVICES:**

**10. a) Camp Reservations Canada**

**MOTION 23-04-332**

**MOVED** by Councillor Braun

That the Camp Reservations Canada report be received for information.

**CARRIED**

**MOTION 23-04-333**

**MOVED** by Councillor Smith

That no refunds for cancellations be available for online bookings at Camp Reservations Canada.

**CARRIED**

Councillor Cardinal left the meeting virtually at 11:45 a.m.

**DELEGATIONS:**

**7. a) Tallahassee Exploration Inc. – Ghazanfar Zafar, President**

**CLOSED MEETING:**

**4. a) Closed Meeting**

**MOTION 23-04-334**

**MOVED** by Councillor Braun

That Council move into a closed meeting at 11:48 a.m. to discuss the following:

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7. a) Tallahassee Exploration Inc. (FOIP Section 25)

**CARRIED**

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

- All Councillors Present excluding Councillor Cardinal
- Byron Peters, Interim Chief Administrative Officer/Director of Projects and Infrastructure
- Jennifer Batt, Director of Finance
- Don Roberts, Director of Community Services
- Louise Flooren, Manager of Legislative & Support Services/ Recording Secretary

**MOTION 23-04-335**      **MOVED** by Councillor Derksen

That Council move out of a closed meeting at 12:10 p.m.

**CARRIED**

Reeve Knelsen recessed the meeting at 12:10 p.m. and reconvened the meeting at 12:44 p.m.

**MOTION 23-04-336**      **MOVED** by Councillor Driedger

That administration work with Tallahassee Exploration Inc. on agreements.

**CARRIED**

**COMMUNITY SERVICES:**      **10. b) Policy EMR001 Emergency Social Services**

**MOTION 23-04-337**      **MOVED** by Councillor Braun

That Policy EMR001 Emergency Social Services be approved as amended.

**CARRIED**

**COMMUNITY SERVICES:**      **10.d) Water Line Extension – Jubilee Park**

**MOTION 23-04-338**      **MOVED** by Councillor Braun

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That the Water Well at Jubilee Park Project be renamed the Water Line Extension – Jubilee Park.

**CARRIED**

**FINANCE: 11. a) 2022 Assessment Review**

**MOTION 23-04-339 MOVED** by Councillor Smith

That the 2023 tax rate bylaw discussion be received for information.

**CARRIED**

**DELEGATIONS: 7. b) Ray Toews – Renaming of the La Crete Airport**

**MOTION 23-04-340 MOVED** by Councillor Braun

That Mackenzie County supports the renaming ceremony of the La Crete Airport up to a maximum of \$10,000.

**CARRIED**

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

**MOTION 23-04-341 MOVED** by Councillor Peters

That the 2020 Disaster Recovery Program April 2023 update report be received for information.

**CARRIED**

**FINANCE: 11. c) Fort Vermilion Family & Community Support Services Operating Grant**

Councillor Cardinal rejoined the meeting virtually at 1:44 p.m.

**MOTION 23-04-342 MOVED** by Councillor Wardley

That administration releases an additional 25% of the Fort Vermilion Family & Community Support Services operating grant.

**CARRIED**

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**MOTION 23-04-343**      **MOVED** by Councillor Bateman

That administration write a letter to Alberta Works to request that a part time office be established in Fort Vermilion and La Crete.

**CARRIED**

**COMMUNITY  
 SERVICES:**

**10. c) Reallocation of Funds to Janelle's Park**

**MOTION 23-04-344**  
 Requires 2/3

**MOVED** by Councillor Cardinal

That \$25,000 from the Hamlet Park Development project be allocated to the New Hamlet Park (Janelle's Park) budget, and to be utilized as a cost sharing contribution for funds raised by community fundraising and or grants.

**CARRIED**

**MOTION 23-04-345**      **MOVED** by Councillor Derksen

That Charitable donations be issued for donations received over \$100 towards the development of Janelle's Park.

**CARRIED**

Reeve Knelsen recessed the meeting at 2:14 p.m. and reconvened the meeting at 2:25 p.m.

**FINANCE:**      **11. d) Fort Vermilion Recreation Board Operating Grant**

**MOTION 23-04-346**      **MOVED** by Councillor Braun

That administration releases an additional 25% of the Fort Vermilion Recreation Board's operating grant.

**CARRIED**

**FINANCE:**      **11. e) Financial Reports – January 1 – December, 2022**

Councillor Cardinal left the meeting virtually at 2:32 p.m.

**MOTION 23-04-347**      **MOVED** by Councillor Bateman

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That the financial reports for January to December 31, 2022 be received for information.

**CARRIED**

**FINANCE**

**11 .f) Financial Reports – January 1 – February 28, 2023**

**MOTION 23-04-348**  
Requires 2/3

**MOVED**-by Councillor Peters

That the March 17, 2023 report of Capital and One Time Projects with funding sources be approved as presented.

**CARRIED**

**MOTION 23-04-349**

**MOVED** by Councillor Bateman

That the financial reports for January to February 28, 2023 be received for information.

**CARRIED**

**PROJECTS &  
INFRASTRUCTURE:**

**12. a) Road Widening Projects Update**

**MOTION 23-04-350**

**MOVED** by Councillor Driedger

That administration proceed with completing road widening projects for roads that are considered arterial, with heavy traffic volume and a necessity.

**CARRIED**

**OPERATIONS:**

**13. a) None**

**UTILITIES:**

**14. a) None**

**PLANNING &  
DEVELOPMENT:**

**15. a) Bylaw 1292-23 Land Use Bylaw Amendment to Rezone Plan 132 1868, Block 02, Lot 21 from La Crete Light Industrial “LC-LI” to La Crete Highway Commercial “LC-HC”**

**MOTION 23-04-351**

**MOVED** by Councillor Wardley

That first reading be given to Bylaw 1292-23 being a Land Use Bylaw Amendment to rezone Plan 132 1868, Block 02, Lot 21 from La Crete Light Industrial “LC-LI” to La Crete Highway Commercial “LC-HC”, subject to public hearing input.

**CARRIED**

**ADMINISTRATION: 16. a) Northwest Species at Risk (NWSAR) – Voting Membership Fee**

**MOTION 23-04-352 MOVED** by Councillor Wardley

That administration be authorized to proceed with payment of \$1,000 to the Town of High Level, as financial administrators of the Northwest Species at Risk Committee (NWSAR), in order to maintain voting membership in NWSAR.

**CARRIED**

**ADMINISTRATION: 16. b) Peace Region Economic Development Alliance (PREDA), Regional Economic Initiative (REDI) – Letter of Support for Child and Youth Mental Health Program**

**MOTION 23-04-353 MOVED** by Councillor Braun

That the letter of support for the Northern Lakes College - Child & Youth Mental Health program be approved as presented.

**CARRIED**

**ADMINISTRATION: 16. c) Canadian Association of Municipal Administrators (CAMA) Long Service Award (ADDITION)**

**MOTION 23-04-354 MOVED** by Councillor Smith  
Requires Unanimous

That the Reeve’s presentation of the Canadian Association of Municipal Administrators (CAMA) Long Service Award presentation to Byron Peters, Interim Chief Administrative Officer be accepted.

**CARRIED UNANIMOUSLY**

**COMMITTEE OF THE WHOLE ITEMS: 17. a) Business Arising out of Committee of the Whole**

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None.

**COUNCIL  
COMMITTEE  
REPORTS:**

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

**MOTION 23-04-355**

**MOVED** by Councillor Derksen

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

**CARRIED**

**INFORMATION/  
CORRESPONDENCE:**

**19. a) Information/Correspondence**

**MOTION 23-04-356**

**MOVED** by Councillor Braun

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

**CARRIED**

**CLOSED MEETING:**

**4. a) Closed Meeting**

**MOTION 23-04-357**

**MOVED** by Councillor Braun

That Council move into a closed meeting at 3:25 p.m. to discuss the following:

- 4.a) Organizational Chart (*FOIP Section 17*)

**CARRIED**

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

- All Councillors Present excluding and Councillor Cardinal
- Byron Peters, Interim Chief Administrative Officer/Director of Projects and Infrastructure
- Louise Flooren, Manager of Legislative & Support Services/ Recording Secretary

**MOTION 23-04-358**

**MOVED** by Councillor Driedger

That Council move out of a closed meeting at 3:55 p.m.

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**CARRIED**

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

**MOTION 23-04-359 MOVED** by Councillor Derksen

That the organizational chart discussion be received for information.

**CARRIED**

**NOTICE OF MOTION: 20. a) None**

**NEXT MEETING DATES: 21. a) Next Meeting Dates**

Committee of the Whole  
April 25, 2023  
10:00 a.m.  
Fort Vermilion Council Chambers

Regular Council Meeting  
April 26, 2023  
10:00 a.m.  
Fort Vermilion Council Chambers

**ADJOURNMENT: 22. a) Adjournment**

**MOTION 23-04-360 MOVED** by Councillor Smith

That the Council meeting be adjourned at 3:56 p.m.

**CARRIED**

These minutes will be presented for approval at the April 26, 2023 Regular Council Meeting.

(original signed)  
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Josh Knelsen  
Reeve

(original signed)  
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Byron Peters  
Interim Chief Administrative Officer

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