

**MACKENZIE COUNTY  
ORGANIZATIONAL COUNCIL MEETING**

**Wednesday, October 23, 2013  
10:00 a.m.  
Fort Vermilion Council Chambers  
Fort Vermilion, AB**

**PRESENT:**

Jacque Bateman	Councillor
Peter F. Braun	Councillor
Elmer Derksen	Councillor
John W. Driedger	Councillor
Eric Jorgensen	Councillor (arrived at 10:07 a.m.)
Josh Knelsen	Councillor
Bill Neufeld	Councillor
Ricky Paul	Councillor
Walter Sarapuk	Councillor
Lisa Wardley	Councillor

**REGRETS:**

**ADMINISTRATION:**

Joulia Whittleton	Chief Administrative Officer
John Klassen	Director of Environmental Services & Operations
Bill Kostiw	Director of Infrastructure Development & Government Relations
Byron Peters	Director of Planning & Development
Alison Kilpatrick	Director of Corporate Services
Ron Pelensky	Director of Community Services & Operations
Carol Gabriel	Manager of Legislative & Support Services

**ALSO PRESENT:** Barry Sjolie, Q.C., Brownlee LLP  
S/Sgt. Jeff Simpson, RCMP  
Media

Minutes of the Organizational Council meeting for Mackenzie County held on October 23, 2013 in the Fort Vermilion Council Chambers.

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

Joulia Whittleton, Chief Administrative Officer, called the meeting to order at 10:05 a.m.

Councillor Jorgensen arrived at 10:07 a.m.

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**AGENDA:**

**2. a) Adoption of Agenda**

**MOTION 13-10-723**

**MOVED** by Councillor Jorgensen

That the agenda be adopted as presented.

**CARRIED**

**VOTING PROCEDURE**

**3. a) Voting Procedure**

**MOTION 13-10-724**

**MOVED** by Councillor Sarapuk

That all elections required at the organizational meeting be held by secret ballot.

**CARRIED UNANIMOUSLY**

**ELECTION OF REEVE &  
DEPUTY REEVE**

**4. a) Oath of Office – All Council**

The Oath of Office was administered to all Councillors by Barry Sjolie, Q.C., Brownlee LLP and S/Sgt. Jeff Simpson, Fort Vermilion RCMP.

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

Barry Sjolie, Q.C., Brownlee LLP gave an overview of the roles and responsibilities of the Reeve and Deputy Reeve.

**4. c) Election of Reeve**

Ms. Whittleton called for nominations for the position of Reeve for Mackenzie County for the period October 23, 2013 to October 2014.

First Call: Councillor Sarapuk nominated Councillor Neufeld.

Second Call: No further nominations.

Third Call: No further nominations.

**MOTION 13-10-725**

**MOVED** by Councillor Sarapuk

That nominations cease for the position of Reeve.

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**CARRIED**

Councillor Neufeld was acclaimed as Reeve for Mackenzie County for the period October 23, 2013 to October 2014.

**4. d) Election of Deputy Reeve**

Ms. Whittleton called for nominations for the position of Deputy Reeve for Mackenzie County for the period October 23, 2013 to October 2014.

First Call: Reeve Neufeld nominated Councillor Sarapuk.

Second Call: No further nominations.

Third Call: No further nominations.

**MOTION 13-10-726**

**MOVED** by Councillor Braun

That nominations cease for the position of Deputy Reeve.

**CARRIED**

Councillor Sarapuk was acclaimed as Deputy Reeve for Mackenzie County for the period October 23, 2013 to October 2014.

**4. e) Oath of Office – Reeve & Deputy Reeve**

The Oath of Office was administered to the Reeve and Deputy Reeve by Barry Sjolie, Q.C., Brownlee LLP and S/Sgt. Jeff Simpson, Fort Vermilion RCMP.

Ms. Whittleton recessed the meeting at 10:34 a.m. and reconvened the meeting at 10:51 a.m.

**TURNOVER OF CHAIR: 5. a) Turnover of Chair to the Reeve**

Ms. Whittleton turned over the chair to newly elected Reeve.

**DELEGATION: 6. a) Barry Sjolie, Q.C, Brownlee LLP – Council Orientation**

Presentation by Barry Sjolie, Q.C., Brownlee LLP on the roles and responsibilities of elected officials.

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Reeve Neufeld recessed the meeting at 12:13 p.m. and reconvened the meeting at 1:01 p.m.

Continuation of the presentation by Barry Sjolie, Q.C., Brownlee LLP on the roles and responsibilities of elected officials.

Reeve Neufeld recessed the meeting at 2:30 p.m. and reconvened the meeting at 2:48 p.m.

**BYLAWS/POLICIES:**

**7. a) Bylaw 887-13 Honorariums and Related Expense Reimbursement for Councillors and Approved Committee Members**

**MOTION 13-10-727**

Requires 2/3

**MOVED** by Councillor Wardley

That Bylaw 887-13 Honorariums and Related Expense Reimbursement for Councillors and Approved Committee Members be brought back to the next meeting with the following changes:

- Members at Large - \$200 (maximum of two meetings per day)

**CARRIED**

**MOTION 13-10-728**

Requires 2/3

**MOVED** by Reeve Neufeld

That the honorariums for Council Meeting/Special Council Meetings be increased to \$350.00 and the honorariums for Committee Meeting/Seminars/Conventions be increased to \$250.00

**DEFEATED**

**7. b) Bylaw 876-12 Organizational/Procedural Bylaw**

**MOTION 13-10-729**

**MOVED** by Deputy Reeve Sarapuk

That Bylaw 876-12 Organizational/Procedural Bylaw be received for information.

**CARRIED**

**7. c) Policy ADM050 Council/Administration Protocol**

**MOTION 13-10-730**

**MOVED** by Councillor Jorgensen

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

**CARRIED**

**7. d) Policy ADM052 Electronic Access and Acceptable Use**

**MOTION 13-10-731**

**MOVED** by Councillor Wardley

That iPad training sessions be held on October 29<sup>th</sup> and 30<sup>th</sup> from 9 am – 10 am and that Councillors attend one session.

**CARRIED**

**MOTION 13-10-732**

**MOVED** by Councillor Braun

That Policy ADM052 Electronic Access and Acceptable Use Policy be received for information.

**CARRIED**

**COUNCIL COMMITTEES  
& TASK FORCES**

**8. a) Bylaw 920-13 Agricultural Service Board – Authority to Make Administrative Decisions**

**MOTION 13-10-733**

**MOVED** by Deputy Reeve Sarapuk

That third reading be given to Bylaw 920-13 being a bylaw to authorize the Agricultural Service Board to make administrative decisions.

**CARRIED**

**8. b) Abolishment of Committees**

**MOTION 13-10-734**

**MOVED** by Councillor Derksen

That the Upper Hay Recreational Hunting and Fishing Advisory Committee be abolished.

**CARRIED**

**MOTION 13-10-735**

**MOVED** by Councillor Braun

That the Veterinary Advisory Committee be abolished and that the duties of the Veterinary Advisory Committee be referred to the Agricultural Service Board.

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**CARRIED**

**8. c) Appointment of Council Members to County  
Boards/Committees**

**MOTION 13-10-736**

**MOVED** by Councillor Derksen

That the following Councillors be appointed to the **Agricultural Land Use Planning Committee** for the period October 23, 2013 to October 2014.

Councillor Derksen  
Councillor Knelsen  
Councillor Bateman  
Councillor Jorgensen

**CARRIED**

**MOTION 13-10-737**

**MOVED** by Councillor Bateman

That the following Councillors be appointed to the **Agricultural Service Board** for a two year term ending October 2015.

Nominated/**Elected:**  
**Councillor Driedger**  
Councillor Knelsen  
**Councillor Jorgensen**

**CARRIED**

**MOTION 13-10-738**

**MOVED** by Councillor Derksen

That the following Councillors be appointed to the **Amalgamation of Housing Boards Implementation Committee** for the period October 23, 2013 to October 2014.

Councillor Jorgensen  
Councillor Driedger  
Councillor Bateman  
Councillor Knelsen

**CARRIED**

**MOTION 13-10-739**

**MOVED** by Councillor Jorgensen

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That the following Councillors be appointed to the **Assessment Review Board** for the period October 23, 2013 to October 2014.

Councillor Braun

**CARRIED**

**MOTION 13-10-740**

**MOVED** by Councillor Braun

That the following Councillors be appointed to the **Community Services Committee** for the period October 23, 2013 to October 2014.

Councillor Braun  
Councillor Wardley  
Councillor Paul  
Councillor Knelsen

**CARRIED**

**MOTION 13-10-741**

**MOVED** by Councillor Derksen

That the following Councillors be appointed to the **Community Sustainability Committee** for the period October 23, 2013 to October 2014.

Councillor Braun  
Councillor Wardley  
Councillor Driedger  
Councillor Jorgensen

**CARRIED**

**MOTION 13-10-742**

**MOVED** by Councillor Jorgensen

That the **Drainage Master Plan Ad Hoc Task Force** be abolished.

**CARRIED**

**MOTION 13-10-743**

**MOVED** by Councillor Jorgensen

That the following Councillors be appointed to the **Education Committee** for the period October 23, 2013 to October 2014.

Councillor Braun

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Councillor Driedger  
Councillor Paul

**CARRIED**

**MOTION 13-10-744**

**MOVED** by Deputy Reeve Sarapuk

That the following Councillors be appointed to the **Emergency Response Committee** for the period October 23, 2013 to October 2014.

Reeve Neufeld  
Deputy Reeve Sarapuk  
Councillor Paul

**CARRIED**

**MOTION 13-10-745**

**MOVED** by Councillor Braun

That the following Councillors be appointed to the **Finance Committee** for the period October 23, 2013 to October 2014.

Councillor Braun  
Councillor Derksen  
Councillor Wardley  
Councillor Jorgensen

**CARRIED**

**MOTION 13-10-746**

**MOVED** by Councillor Derksen

That the following Councillors be appointed to the **Inter-Municipal Planning Commission** for the period October 23, 2013 to October 2014.

Councillor Bateman  
Councillor J. Driedger

**CARRIED**

**MOTION 13-10-747**

**MOVED** by Councillor Bateman

That the following Councillors be appointed to the **Inter-Municipal Subdivision and Development Appeal Board** for the period October 23, 2013 to October 2014.

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Councillor Wardley  
Councillor Knelsen (alternate)

**CARRIED**

**MOTION 13-10-748**      **MOVED** by Councillor Driedger

That the following Councillors be appointed to the **Land Use Framework Ad Hoc Joint Committee** for the period October 23, 2013 to October 2014.

Councillor Wardley  
Councillor Jorgensen (alternate)

**CARRIED**

**MOTION 13-10-749**      **MOVED** by Councillor Bateman

That the following Councillors be appointed to the **Mackenzie Housing Management Board** for the period October 23, 2013 to October 2014.

Councillor Driedger  
Councillor Knelsen (alternate)

**CARRIED**

**MOTION 13-10-750**      **MOVED** by Councillor Braun

That the following Councillors be appointed to the **Mackenzie Library Board** for the period October 23, 2013 to October 2014.

Councillor Wardley  
Councillor Driedger

**CARRIED**

**MOTION 13-10-751**      **MOVED** by Councillor Wardley

That the following Councillors be appointed to the **Municipal Planning Commission** for the period October 23, 2013 to October 2014.

Councillor Derksen  
Councillor Bateman

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**CARRIED**

**MOTION 13-10-752**

**MOVED** by Deputy Reeve Sarapuk

That the following Councillors be appointed to the **Public Works Committee** for the period October 23, 2013 to October 2014.

Nominated/**Elected:**  
**Councillor Paul**  
Councillor Derksen  
**Councillor Driedger**  
**Councillor Jorgensen**  
**Councillor Knelsen**

**CARRIED**

**MOTION 13-10-753**

**MOVED** by Councillor Driedger

That the following Councillors be appointed to the **Regional Service Sharing Agreement Negotiating Committee** for the period October 23, 2013 to October 2014.

Reeve Neufeld  
Deputy Reeve Sarapuk  
Councillor Wardley (alternate)

**CARRIED**

**MOTION 13-10-754**

**MOVED** by Councillor Driedger

That the following Councillors be appointed to the **Regional Sustainability Study Committee** for the period October 23, 2013 to October 2014.

Councillor Bateman  
Councillor Jorgensen  
Councillor Driedger  
Councillor Wardley  
Reeve Neufeld

**CARRIED**

**MOTION 13-10-755**

**MOVED** by Councillor Jorgensen

That the **Seniors Housing Ad Hoc Committee** be abolished.

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**CARRIED**

**MOTION 13-10-756**

**MOVED** by Councillor Jorgensen

That the following Councillors be appointed to the **Subdivision & Development Appeal Board** for the period October 23, 2013 to October 2014.

Nominated/**Elected**:  
**Councillor Wardley**  
**Councillor Knelsen (alternate)**  
Councillor Paul

**CARRIED**

**MOTION 13-10-757**

**MOVED** by Councillor Braun

That the following Councillors be appointed to the **Tompkins Crossing Committee** for the period October 23, 2013 to October 2014.

Councillor Knelsen  
Councillor Derksen  
Councillor Driedger

**CARRIED**

Reeve Neufeld recessed the meeting at 4:25 p.m. and reconvened the meeting at 4:35 p.m.

**8. d) Appointment of Members at Large to County Boards/Committees**

**MOTION 13-10-758**

**MOVED** by Councillor Bateman

That the following Councillors be appointed to the **Agricultural Service Board** for a two year term ending October 2015.

David Doerksen  
Carla Komarnicki  
Joe Peters

**CARRIED**

**MOTION 13-10-759**

**MOVED** by Councillor Wardley

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That the following Members at Large be appointed to the **Mackenzie Housing Management Board** for a one year term ending October 2014.

Mike G. Kowal  
Peter H. Wieler  
Jack Eccles  
Wally Schroeder

**CARRIED**

**MOTION 13-10-760**

**MOVED** by Councillor Wardley

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

La Dawn Dachuk (2 year term)  
Beth Kappelar (2 year term)  
Lorna Joch (Zama/Rotating – 1 year term)  
Wally Schroeder (2 year term)

**CARRIED**

**MOTION 13-10-761**

**MOVED** by Councillor Braun

That the following Members at Large be appointed to the **Municipal Planning Commission** for a one year term ending October 2014.

Jack Eccles  
Beth Kappelar  
Wally Schroeder

**CARRIED**

**APPOINT  
REPRESENTATIVES:**

**9. a) Appointment of Council Representatives to Other  
Committees**

**MOTION 13-10-762**

**MOVED** by Councillor Jorgensen

That no members of Council be appointed as a representative on the **Commuter Air Access Network (CAANA)**.

**CARRIED**

**MOTION 13-10-763**

**MOVED** by Councillor Jorgensen

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That the following Councillors be appointed to the **Caribou Mountains Wildland Advisory Committee** for a one year term ending October 2014.

Councillor Jorgensen  
Deputy Reeve Sarapuk (alternate)

**CARRIED**

**MOTION 13-10-764**

**MOVED** by Councillor Knelsen

That the following Councillor be appointed to the **Community Futures Northwest** for a one year term ending October 2014.

Nominated/**Elected**:  
Councillor Driedger  
**Deputy Reeve Sarapuk**

**CARRIED**

**MOTION 13-10-765**

**MOVED** by Councillor Wardley

That no members of Council be appointed as a representative to **Green Hectares**.

**CARRIED**

**MOTION 13-10-766**

**MOVED** by Councillor Paul

That the following Councillor be appointed to the **Hay Zama Bison Advisory Committee** for a one year term ending October 2014.

Councillor Wardley

**CARRIED**

**MOTION 13-10-767**

**MOVED** by Councillor Driedger

That the following Councillors be appointed to the **Hay Zama Committee** and the **Hay Zama Tourism Sub-Committee** for a one year term ending October 2014.

Councillor Knelsen  
Councillor Wardley

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**CARRIED**

**MOTION 13-10-768**

**MOVED** by Councillor Paul

That the following Councillor be appointed to the **High Level Forests Public Advisory Committee** for a one year term ending October 2014.

Deputy Reeve Sarapuk

**CARRIED**

**MOTION 13-10-769**

**MOVED** by Councillor Jorgensen

That the following Councillor be appointed to the **High Level Recreation Facility Task Force** for a one year term ending October 2014.

Councillor Bateman

**CARRIED**

**MOTION 13-10-770**

**MOVED** by Deputy Reeve Sarapuk

That the following Councillors be appointed to the **Mackenzie Frontier Tourist Association** for a one year term ending October 2014.

Councillor Wardley  
Councillor Braun

**CARRIED**

**MOTION 13-10-771**

**MOVED** by Councillor Derksen

That the following Councillor be appointed to the **Mackenzie Regional Community Policing Society** for a one year term ending October 2014.

Councillor Paul

**CARRIED**

**MOTION 13-10-772**

**MOVED** by Councillor Jorgensen

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That the following Councillors be appointed to the **Mackenzie Regional Waste Management** for a two year term ending October 2015.

Nominated/**Elected:**  
**Councillor Braun**  
Councillor Driedger  
**Councillor Bateman**

**CARRIED**

**MOTION 13-10-773**      **MOVED** by Councillor Bateman

That the following Councillor be appointed to the **Mighty Peace Watershed Alliance** for a one year term ending October 2014.

Councillor Jorgensen

**CARRIED**

**MOTION 13-10-774**      **MOVED** by Councillor Derksen

That the following Councillor be appointed to the **Northern Lights Forest Education Society** for a one year term ending October 2014.

Councillor Driedger

**CARRIED**

**MOTION 13-10-775**      **MOVED** by Councillor Knelsen

That the following Councillors be appointed to the **Northwest Corridor Development Corporation** for a one year term ending October 2014.

Councillor Derksen  
Councillor Jorgensen  
Councillor Braun

**CARRIED**

**MOTION 13-10-776**      **MOVED** by Deputy Reeve Sarapuk

That the following Councillor be appointed as the County's representative on the **Partners in Prevention Committee** for a

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one year term ending October 2014.

Councillor Wardley

**CARRIED**

**MOTION 13-10-777**

**MOVED** by Councillor Paul

That the following Councillors be appointed to the **Regional Economic Development Initiative** for a one year term ending October 2014.

Nominated/**Elected:**  
**Councillor Wardley**  
Councillor Braun  
**Councillor Paul**

**CARRIED**

**MOTION 13-10-778**

**MOVED** by Councillor Bateman

That the following Councillors be appointed to the **Veterinary Services Incorporated** for a one year term ending October 2014.

Nominated/**Elected:**  
**Deputy Reeve Sarapuk (alternate)**  
**Councillor Driedger**  
Councillor Knelsen

**CARRIED**

**OTHER BUSINESS:**

**10. a) 2014 Council Meeting Dates**

**MOTION 13-10-779**

**MOVED** by Councillor Braun

That the Special Council (Budget) Meeting be changed from November 18, 2013 to November 19, 2013.

**CARRIED**

**MOTION 13-10-780**

**MOVED** by Councillor Braun

That a Special Council (Budget) Meeting be held on January 13, 2014 at 10:00 a.m.

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**CARRIED**

**MOTION 13-10-781**

**MOVED** by Councillor Bateman

That the 2014 Regular Council meetings be scheduled as follows:

Date	Location	Time
Tuesday, January 14, 2014	Fort Vermilion	10:00 a.m.
Tuesday, February 11, 2014	Fort Vermilion	10:00 a.m.
Wednesday, February 26, 2014	Fort Vermilion	10:00 a.m.
Tuesday, March 11, 2014	Fort Vermilion	10:00 a.m.
Wednesday, March 26, 2014	Fort Vermilion	10:00 a.m.
Tuesday, April 8, 2014	Fort Vermilion	10:00 a.m.
Wednesday, April 23, 2014	Fort Vermilion	10:00 a.m.
Tuesday, May 6, 2014	Fort Vermilion	10:00 a.m.
Wednesday, May 21, 2014	Fort Vermilion	10:00 a.m.
Tuesday, June 10, 2014	Fort Vermilion	10:00 a.m.
Wednesday, June 25, 2014	Fort Vermilion	10:00 a.m.
Wednesday, July 16, 2014	Fort Vermilion	10:00 a.m.
Tuesday, August 12, 2014	Fort Vermilion	10:00 a.m.
Wednesday, August 27, 2014	Fort Vermilion	10:00 a.m.
Tuesday, September 9, 2014	Fort Vermilion	10:00 a.m.
Wednesday, September 24, 2014	Fort Vermilion	10:00 a.m.
Tuesday, October 14, 2014	Fort Vermilion	10:00 a.m.
Wednesday, October 29, 2014	Fort Vermilion	10:00 a.m.
Wednesday, November 12, 2014	Fort Vermilion	10:00 a.m.
Wednesday, November 26, 2014	Fort Vermilion	10:00 a.m.
Tuesday, December 9, 2014	Fort Vermilion	10:00 a.m.

**CARRIED**

**DESTRUCTION OF  
BALLOTS**

**10 a) Destruction of Ballots**

**MOTION 13-10-782**

**MOVED** by Councillor Braun

That all ballots used during the 2013 organizational meeting be destroyed.

**CARRIED**

**ADJOURNMENT:**

**11. a) Adjournment**

**MOTION 13-10-783**

**MOVED** by Councillor Jorgensen

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That the Organizational Council meeting be adjourned at 5:23  
p.m.

**CARRIED**

These minutes were approved by Council on Wednesday, October 30, 2013.

(original signed)

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Bill Neufeld  
Reeve

(original signed)

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Joulia Whittleton  
Chief Administrative Officer

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