

**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

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 donation receipts 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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