

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Tuesday, January 9, 2024
10:00 a.m.**

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

PRESENT:

Josh Knelsen	Reeve
Walter Sarapuk	Deputy Reeve
Peter F. Braun	Councillor
Cameron Cardinal	Councillor (left the meeting at 12:25 p.m., rejoined the meeting virtually at 1:00 p.m. and left the meeting at 2:10 p.m.)
David Driedger	Councillor
Eileen Morris	Councillor
Ernest Peters	Councillor
Garrell Smith	Councillor
Lisa Wardley	Councillor
Dale Wiebe	Councillor

REGRETS:

ADMINISTRATION:

Darrell Derksen	Chief Administrative Officer
Byron Peters	Deputy Chief Administrative Officer / Director of Projects and Infrastructure
Don Roberts	Director of Community Services
Jennifer Batt	Director of Finance
Andy Banman	Director of Operations
Caitlin Smith	Director of Planning and Agriculture
John Zacharias	Director of Utilities
Willie Schmidt	Fleet Maintenance Manager
Louise Flooren	Manager of Legislative & Support Services/ Recording Secretary
Landon Driedger	Agricultural Fieldman

ALSO PRESENT:

Minutes of the Regular Council Meeting for Mackenzie County held on January 9, 2024 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.

CALL TO ORDER: 1. a) Oath of Office – Councillor Ward 9 (High Level Rural)

MOTION 24-01-001 MOVED by Councillor Cardinal

That the Oath of Office was administered to Councillor Morris by Don Roberts, Commissioner for Oaths.

CARRIED

AGENDA: 2. a) Adoption of Agenda

MOTION 24-01-002 MOVED by Councillor Braun

That the agenda be adopted with the following addition:

4. d) Personnel (*FOIP Sections 23, 24 and 27*)

CARRIED

ADOPTION OF PREVIOUS MINUTES: 3. a) Minutes of the December 12, 2023 Regular Council Meeting

MOTION 24-01-003 MOVED by Councillor Wardley

That the minutes of the December 12, 2023 Regular Council Meeting be adopted as presented.

CARRIED

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

MOTION 24-01-004 MOVED by Councillor Wardley

That Councillor Wardley be authorized to attend the Economic Developers Alberta (EDA) – Resilience & Recovery Workshop for Communities in Grande Prairie, Alberta on February 23, 2024.

CARRIED

CLOSED MEETING: 4. a) Closed Meeting

MOTION 24-01-005 **MOVED** by Councillor Wiebe

That Council move into a closed meeting at 10:08 a.m. to discuss the following:

- 4.a) Request for Proposals – Fuel Supply & Services
(*FOIP Section 25*)
- 4.b) Request for Proposals Review – Tourism Master Plan
(*FOIP Section 25*)
- 4.c) CAO Report (*FOIP Sections 16, 17, 23 & 24*)
- 4.d) Personnel (*FOIP Sections 23, 24 and 27*)
(*ADDITION*)

CARRIED

The following individuals were present during the closed meeting discussion. (*MGA Section 197*)

- All Councillors Present
- Darrell Derksen, Chief Administrative Officer
- Byron Peters, Deputy Chief Administrative Officer / Director of Projects & Infrastructure
- Don Roberts, Director of Community Services
- Jennifer Batt, Director of Finance
- Andy Banman, Director of Operations
- Caitlin Smith, Director of Planning and Agriculture
- John Zacharias, Director of Utilities
- Willie Schmidt, Fleet Maintenance Manager
- Louise Flooren, Manager of Legislative & Support Services/ Recording Secretary

Administration left the meeting at 10:32 a.m. excluding Darrell Derksen, Chief Administrative Officer and Byron Peters, Deputy Chief Administrative Officer/Director of Projects and Infrastructure.

Byron Peters, Deputy Chief Administrative Officer/Director of Projects and Infrastructure left the meeting at 10:52 a.m.

Darrell Derksen, Chief Administrative Officer left the meeting at 11:25 a.m. and returned to the meeting at 11:40 a.m.

MOTION 24-01-006 **MOVED** by Councillor Cardinal

That Council move out of a closed meeting at 11:45 a.m.

CARRIED

Reeve Knelsen recessed the meeting at 11:45 a.m. and reconvened at 11:52 a.m.

DELEGATIONS: **7. a) La Crete & Area Chamber of Commerce – Request for Letter of Support**

MOTION 24-01-007 **MOVED** by Councillor Braun

That a letter of support be provided to the La Crete & Area Chamber of Commerce for their Small Community Opportunity Program grant application.

CARRIED

Reeve Knelsen recessed the meeting at 12:01 p.m., Councillor Cardinal left the meeting at 12:25 p.m. and Reeve Knelsen reconvened the meeting at 12:53 p.m.

CLOSED MEETING: **4. a) Request for Proposals – Fuel Supply & Services**

MOTION 24-01-008 **MOVED** by Councillor Peters

That the Fuel Supply & Services Request for Proposal be advertised as amended.

CARRIED

CLOSED MEETING: **4. b) Request for Proposals Review – Tourism Master Plan**

MOTION 24-01-009 **MOVED** by Councillor Driedger

That the Outdoor Recreation and Tourism Plan Request for Proposal be advertised as amended.

CARRIED

CLOSED MEETING: **4. c) CAO Report**

MOTION 24-01-010 **MOVED** by Councillor Wiebe

That the CAO Report be received for information.

CARRIED

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

MOTION 24-01-011 **MOVED** by Deputy Reeve Sarapuk
Requires Unanimous

That the Personnel discussion be received for information.

CARRIED UNANIMOUSLY

TENDERS: 5. a) **None**

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

GENERAL REPORTS: 8. a) **Director and Manager Reports for December 2023**

MOTION 24-01-012 **MOVED** by Councillor Braun

That the Director and Manager reports for December 2023 be received for information.

CARRIED

AGRICULTURE SERVICES: 9. a) **None**

COMMUNITY SERVICES: 10. a) **Forest Resource Improvement Association of Alberta (FRIAA) Grant Funding – Budget Amendment**

MOTION 24-01-013 **MOVED** by Councillor Smith
Requires 2/3

That the 2024 One Time Budget be amended by \$80,000 for the FRIAA –Wildfire Mitigation Plans project, with funding coming from the Forest Resource Improvement Association of Alberta grant.

CARRIED

FINANCE: 11. a) **Budget Amendment - 2023 Mackenzie Agricultural Fair & Tradeshow**

MOTION 24-01-014 **MOVED** Deputy Reeve Sarapuk
Requires 2/3

That the 2023 One Time project budget be amended by \$6,145 for the 2023 Mackenzie Agricultural Fair & Tradeshow, with funding coming from sponsorships.

CARRIED

Councillor Cardinal rejoined the meeting virtually at 1:00 p.m.

DELEGATIONS:

7. b) Alberta Transportation - Patrick L'Abbe

MOTION 24-01-015

MOVED by Councillor Smith

That the Alberta Transportation – 2024 Bridge Review be received for information.

CARRIED

Reeve Knelsen recessed the meeting at 1:54 p.m. and reconvened the meeting at 2:05 p.m.

FINANCE:

11. b) Budget Amendment – Northwest Species at Risk

MOTION 24-01-016

Requires 2/3

MOVED by Councillor Wardley

That the 2023 One Time project budget be amended by \$426,285 for the Northwest Species at Risk project, with funding coming from Other Sources.

CARRIED

FINANCE:

11. c) Bylaw 1319-24 Fee Schedule Bylaw Amendment

Councillor Cardinal left the meeting at 2:10 p.m.

MOTION 24-01-017

Requires 2/3

MOVED by Councillor Braun

That first reading be given to Bylaw 1319-24 being the Fee Schedule Bylaw amendment for Mackenzie County as amended.

CARRIED

MOTION 24-01-018

Requires 2/3

MOVED by Councillor Wardley

That second reading be given to Bylaw 1319-24 being the Fee Schedule Bylaw amendment for Mackenzie County as amended.

CARRIED

MOTION 24-01-019
 Requires Unanimous

MOVED by Deputy Reeve Sarapuk

That consideration be given to go to third and final reading of Bylaw 1319-24 being the Fee Schedule Bylaw amendment for Mackenzie County as amended.

CARRIED UNANIMOUSLY

MOTION 24-01-020
 Requires 2/3

MOVED by Councillor Braun

That third and final reading be given to Bylaw 1319-24 being the Fee Schedule Bylaw amendment for Mackenzie County as amended.

CARRIED

FINANCE:

11. d) Councillor Expense Claims

MOTION 24-01-021

MOVED by Councillor Wardley

That the Councillor Expense Claims for December 2023 be received for information.

CARRIED

**PROJECTS &
 INFRASTRUCTURE:**

12. a) None

OPERATIONS:

13. a) Asset Disposal – Graders (2023) X3 Capital Project

MOTION 24-01-022

MOVED by Councillor Braun

That the three 2019 160M AWD Cat Motor Graders be disposed of with Option 2 – Finning Guaranteed Buy Back:

Unit	Description	Serial #	Hours	Price
2151	2019 CAT 160M3 AWD	N9K01065	6017	\$335,000
2150	2019 CAT 160M3 AWD	N9K01068	7540	\$285,000
2149	2019 CAT 160M3 AWD	N9K01047	7193	\$300,000

CARRIED

UTILITIES:

14. a) None

**PLANNING &
DEVELOPMENT:**

15. a) Bylaw 1318-23 Land Use Bylaw Amendment to Rezone Part of Plan 042 4702, Block 1, Lot 7 from Rural Country Residential 1 “RCR1” to Direct Control 2 “DC2”

MOTION 24-01-023

MOVED by Councillor Wardley

That administration advertise Bylaw 1318-23 Land Use Bylaw Amendment to Rezone Part of Plan 042 4702, Block 1, Lot 7 from Rural Country Residential 1 “RCR1” to Direct Control 2 “DC2”, to accommodate a Retail - General Use, for public hearing prior to approving first reading.

CARRIED

**PLANNING &
DEVELOPMENT:**

15. b) 2023 Off-Site Levy Annual Report

MOTION 24-01-024

MOVED by Councillor Braun

That the 2023 Off Site Levy Annual Report be received for information.

CARRIED

**PLANNING &
DEVELOPMENT:**

15. c) Development Statistics Report – January to December 2023

MOTION 24-01-025

MOVED by Councillor Morris

That the development statistics report for January to December 2023 be received for information.

CARRIED

ADMINISTRATION:

16. a) Meetings with Ministers – Rural Municipalities of Alberta (RMA) 2024 Spring Convention

MOTION 24-01-026

MOVED by Councillor Wardley

That the following priority topics be discussed at the Minister meetings during the Rural Municipalities of Alberta (RMA) spring convention in March 2024 in Edmonton.

Minister of Agriculture & Irrigation	Minister of Energy and Minerals
<ul style="list-style-type: none"> • Access to Resources • Task Force Green to White Zone • Fire Grazing • Ag Land Expansion Task Force 	<ul style="list-style-type: none"> • Access to Resources
Minister of Environment and Protected Areas	Minister of Forestry and Parks
<ul style="list-style-type: none"> • Ag Land Expansion Task Force • Drought Conditions • Sub-Regional Planning 	<ul style="list-style-type: none"> • Fire Grazing* • Access Trails & Recreational Leases* • Fire Season Preparation* • Access to Resources • Bison Hunt • Bison Working Group • Burning of Cabins • Grazing Leases
Minister of Health	Minister of Indigenous Relations
<ul style="list-style-type: none"> • Air Evacuations • Bed Closures in the Region - Updates • Education of Rural Professionals and Political Pre-screening of Education Applicants • Emergency Medical Services (EMS) – Additional Staff • La Crete Health Facility 	<ul style="list-style-type: none"> • Air Evacuations • Consultation
Minister of Justice	Minister of Municipal Affairs
<ul style="list-style-type: none"> • Victim Services Unit - Centralization 	<ul style="list-style-type: none"> • Access to Resources • Economic Sustainability (LGFF) • Fort Vermilion Flood

Minister of Seniors, Community and Social Services	Minister of Transportation and Economic Corridors
<ul style="list-style-type: none"> • Mackenzie House • Altenheim (LCMNA) 	<ul style="list-style-type: none"> • Corridors • Roundabout & Construction Partnership • Economic Development – Corridor Highway 35 • STIP Funding
Minister of Tourism and Sport	
<ul style="list-style-type: none"> • Regional Tourism Opportunities • Wellness Centre 	

CARRIED

ADMINISTRATION: 16. b) Rescind - Policy ADM033 Personal Vehicle Allowance

MOTION 24-01-027 MOVED by Councillor Wardley

That Policy ADM033 Personal Vehicle Allowance be rescinded.

CARRIED

COMMITTEE OF THE WHOLE ITEMS: 17. a) None

COUNCIL COMMITTEE REPORTS: 18. a) Council Committee Reports (verbal)

MOTION 24-01-028 MOVED by Councillor Driedger

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

CARRIED

COUNCIL COMMITTEE REPORTS: 18. b) Municipal Planning Commission Meeting Minutes

MOTION 24-01-029 **MOVED** by Councillor Braun

That the unapproved Municipal Planning Commission meeting minutes of December 13, 2023 be received for information.

CARRIED

**INFORMATION/
CORRESPONDENCE:** **19. a) Information/Correspondence**

MOTION 24-01-030 **MOVED** by Councillor Morris

That the Information//Correspondence be received for information.

CARRIED

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

**NEXT MEETING
DATES:** **21. a)**

Committee of the Whole Meeting
January 30, 2024
10:00 a.m.
Fort Vermilion Council Chambers

Regular Council Meeting
January 31, 2024
10:00 a.m.
Fort Vermilion Council Chambers

ADJOURNMENT: **22. a) Adjournment**

MOTION 24-01-031 **MOVED** by Councillor Morris

That the Council meeting be adjourned at 4:03 p.m.

CARRIED

These minutes were approved at the January 31, 2024 Regular Council Meeting.

(original signed)

Joshua Knelsen
Reeve

(original signed)

Darrell Derksen
Chief Administrative Officer

