

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Tuesday, September 10, 2024
10:00 a.m.**

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

PRESENT:

Joshua Knelsen	Reeve
Walter Sarapuk	Deputy Reeve
Peter F. Braun	Councillor
Cameron Cardinal	Councillor (virtual)
David Driedger	Councillor
Eileen Morris	Councillor (virtual, left the meeting at 12:28 p.m.)
Ernest Peters	Councillor (left the meeting and joined virtually at 2:05 p.m.)
Garrell Smith	Councillor
Lisa Wardley	Councillor
Dale Wiebe	Councillor (virtual and in person, left the meeting at 12:53 p.m.)

REGRETS:

ADMINISTRATION:

Darrell Derksen	Chief Administrative Officer
Don Roberts	Director of Community Services
Jennifer Batt	Director of Finance
Andy Banman	Director of Operations
Caitlin Smith	Director of Planning and Development
John Zacharias	Director of Utilities
Willie Schmidt	Fleet Maintenance Manager
Louise Flooren	Manager of Legislative & Support Services/ Recording Secretary

ALSO PRESENT:

Diane Chiasson	Census Coordinator (virtual)
Terry Batt	Zone 3 Director, Alberta Trappers Association Northwest Alberta
Paul Stocco	Brownlee LLP (virtual)
Braden Nehring	Brownlee LLP (virtual)

Minutes of the Regular Council Meeting for Mackenzie County held on September 10, 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.

AGENDA: 2. a) Adoption of Agenda

MOTION 24-09-599 MOVED by Councillor Peters

That the agenda be approved as presented.

CARRIED

ADOPTION OF PREVIOUS MINUTES: 3. a) Minutes of the August 14, 2024 Regular Council Meeting

MOTION 24-09-600 MOVED by Councillor Braun

That the minutes of the August 14, 2024 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 24-09-601 MOVED by Councillor Driedger

That Council move into a closed meeting at 10:00 a.m. to discuss the following:

- 4.a) Offer to Purchase – Part of SW 7-109-19W5M (*FOIP Sections 23, 24, 25, and 27*)
- 4.b) Offer to Sell – Part of Plan FORTVER, Block03, Lot 08 (Fort Vermilion) (*FOIP Sections 23, 24, 25, and 27*)
- 4.c) Request for Support for John D’or Access Road from Little Red River Cree Nation (*FOIP Sections 21 and 23*)
- 4.d) Legal Update (*FOIP Sections 23, 24, 25, and 27*)
- 4.e) CAO Report (*FOIP Sections 16, 17, 23 and 24*)

CARRIED

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

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

Administration left the meeting at 10:33 a.m. excluding Darrell Derksen, Chief Administrative Officer. Councillor Wiebe joined the meeting in person at 10:43 a.m.

MOTION 24-09-602 **MOVED** by Councillor Wiebe

That Council move out of a closed meeting at 11:33 a.m.

CARRIED

CLOSED MEETING: **4. a) Offer to Purchase – Part of SW 7-109-19W5M**

MOTION 24-09-603 **MOVED** by Councillor Braun

That administration advertise Part of SW 7-109-19W5M for sale.

CARRIED

CLOSED MEETING: **4. b) Offer to Sell – Part of Plan FORTVER, Block03, Lot 08**

MOTION 24-09-604 **MOVED** by Councillor Wiebe

That Mackenzie County Council decline the offer of sale for plan FORTVER, Block03, Lot 08.

CARRIED

CLOSED MEETING: **4. c) Request for Support for John D'or Access Road from Little Red River Cree Nation**

MOTION 24-09-605 **MOVED** by Councillor Smith

That Mackenzie County send a letter of support to Little Red River Cree Nation in regards to acquiring additional road allowance from the Crown for future road widening.

CARRIED

CLOSED MEETING: 4. d) Legal Update

MOTION 24-09-606 MOVED by Deputy Reeve Sarapuk

That the legal update be received for information.

CARRIED

CLOSED MEETING: 4. e) CAO Report

MOTION 24-09-607 MOVED by Councillor Driedger

That the CAO Report be received for information.

CARRIED

TENDERS: 5. a) None

**DELEGATIONS: 7. a) Diane Chiasson, Census Coordinator
2024 Mackenzie County Census Final Report**

DELEGATIONS: 7. b) Alberta Trappers Association

Reeve Knelsen recessed the meeting at 12:26 p.m., Councillor Morris left the meeting at 12:28 p.m., Councillor Wiebe left the meeting at 12:53 p.m. and Reeve Knelsen reconvened the meeting at 1:00 p.m.

MOTION 24-09-608 MOVED by Councillor Peters

That the 2024 Mackenzie County Census final report be received for information.

CARRIED

MOTION 24-09-609 **MOVED** by Councillor Smith

That the Alberta Trappers Association delegation be received for information.

CARRIED

PUBLIC HEARINGS: **6. a) Bylaw 1345-24 Partial Plan Cancellation and Lot Consolidation of Plan 962 4275, Block 04, Lots 13-17**

Reeve Knelsen called the public hearing for Bylaw 1345-24 to order at 1:01 p.m.

Reeve Knelsen asked if the public hearing for proposed Bylaw 1345-24 was properly advertised. Caitlin Smith, Director of Planning & Development answered that the Bylaw was advertised in accordance with the Municipal Government Act.

Reeve Knelsen asked the Development Authority to outline the proposed Bylaw 1345-24 Partial Plan Cancellation and Lot Consolidation of Plan 962-4275, Block 04, Lots 13-17.

Caitlin Smith, Director of Planning & Development presented the following:

Mackenzie County intends to consolidate Plan 962 4275, Block 04, Lots 13-17 in the hamlet of Zama. Currently these lots are empty and will become one title. The proposed consolidation will be redesignated as Municipal Reserve as per Council Direction.

The consolidated lot will be approximately 10.44 Acres (4.23 ha).

The consolidation application was presented to the Mackenzie County Council on July 17, 2024 where the following motion was made.

Reeve Knelsen asked if Council has any questions of the proposed Bylaw 1345-24 Partial Plan Cancellation and Lot Consolidation. There were no questions.

Reeve Knelsen asked if any submissions were received in regards to proposed Bylaw 1345-24. There were no submissions.

Reeve Knelsen asked if there was anyone present who would like to speak in regards to the proposed Bylaw 1345-24
There was no one present to speak to the proposed bylaw.

Reeve Knelsen closed the public hearing for Bylaw 1345-24 at 1:02 p.m.

MOTION 24-09-610 **MOVED** by Councillor Wardley

That second reading be given to Bylaw 1345-24 being a Partial Plan Cancellation and Lot Consolidation of Plan 962 4275, Block 04, Lots 13-17, to accommodate the consolidation of these lots into one title.

CARRIED

MOTION 24-09-611 **MOVED** by Councillor Smith

That third reading be given to Bylaw 1345-24 being a Partial Plan Cancellation and Lot Consolidation of Plan 962 4275, Block 04, Lots 13-17, to accommodate the consolidation of these lots into one title.

CARRIED

**GENERAL
REPORTS:**

8. a) None

**AGRICULTURE
SERVICES:**

9. a) **Budget Amendment – Mackenzie County Irrigation Initiative/ Municipal Irrigation Data Collection**

MOTION 24-09-612
Requires 2/3

MOVED by Councillor Driedger

That the 2024 One Time Budget be amended for The Mackenzie County Irrigation Initiative, with \$87,132.60 funding coming from the Alberta Small Community Opportunity Program grant, and \$9,681.40 from the General Operating Reserve.

CARRIED

MOTION 24-09-613
Requires 2/3

MOVED by Councillor Wardley

That the 2024 One Time Budget be amended to include Municipal Irrigation Data Collection, with \$20,319 from the General Operating Reserve.

CARRIED

**AGRICULTURE
SERVICES:**

9. b) Soil Feasibility Study for Irrigable Lands Request for Proposals

MOTION 24-09-614

MOVED by Councillor Peters

That administration be authorized to open and review the Soil Feasibility Study for Irrigable Lands Request for Proposals on September 20, 2024 and bring back a recommendation to the September 23, 2024 Regular Council Meeting for awarding.

CARRIED

**COMMUNITY
SERVICES:**

10. a) Forest Resource Improvement Association of Alberta (FRIAA) Grant Funding

MOTION 24-09-615

MOVED by Councillor Braun

That Council supports the submission of the Forest Resource Improvement Association of Alberta (FRIAA) grant funding proposal for Mackenzie County Community Fireguard Program – Phase 2 Construction.

CARRIED

MOTION 24-09-616

MOVED by Councillor Smith

That Council supports the submission of the Forest Resource Improvement Association of Alberta (FRIAA) grant funding proposal for Mackenzie County FRIAA FireSmart – (Non-Vegetation Management Disciplines) for the development of a Zama City Sprinkler Plan and Shelter in Place Plan.

CARRIED

**COMMUNITY
SERVICES:**

10. b) Revise Bylaw 956-14 and Bylaw 1196-20 and Bylaw 924-13

MOTION 24-09-617

MOVED by Councillor Braun

That first reading be given to Revised Bylaw 956-14 Off-Highway Vehicles Bylaw for the Hamlet of La Crete.

CARRIED

MOTION 24-09-618 **MOVED** by Councillor Wardley

That second reading be given to Revised Bylaw 956-14 Off-Highway Vehicles Bylaw for the Hamlet of La Crete.

CARRIED

MOTION 24-09-619 **MOVED** by Councillor Braun
Requires Unanimous

That consideration be given to go to third and final reading of Revised Bylaw 956-14 Off-Highway Vehicles Bylaw for the Hamlet of La Crete.

CARRIED UNANIMOUSLY

MOTION 24-09-620 **MOVED** by Deputy Reeve Sarapuk

That third and final reading be given to Revised Bylaw 956-14 Off-Highway Vehicles Bylaw for the Hamlet of La Crete.

CARRIED

MOTION 24-09-621 **MOVED** by Councillor Wardley

That first reading be given to Revised Bylaw 1196-20 Off-Highway Vehicles Bylaw for the Hamlet of Fort Vermilion.

CARRIED

MOTION 24-09-622 **MOVED** by Councillor Smith

That second reading be given to Revised Bylaw 1196-20 Off-Highway Vehicles Bylaw for the Hamlet of Fort Vermilion.

CARRIED

MOTION 24-09-623 **MOVED** by Deputy Reeve Sarapuk
Requires Unanimous

That consideration be given to go to third and final reading of Revised Bylaw 1196-20 Off-Highway Vehicles Bylaw for the Hamlet of Fort Vermilion.

CARRIED UNANIMOUSLY

MOTION 24-09-624

MOVED by Councillor Peters

That third and final reading be given to Revised Bylaw 1196-20 Off-Highway Vehicles Bylaw for the Hamlet of Fort Vermilion.

CARRIED

MOTION 24-09-625

MOVED by Councillor Driedger

That first reading be given to Revised Bylaw 924-13 Off-Highway Vehicles Bylaw for the Hamlet of Zama.

CARRIED

MOTION 24-09-626

MOVED by Deputy Reeve Sarapuk

That second reading be given to Revised Bylaw 924-13 Off-Highway Vehicles Bylaw for the Hamlet of Zama.

CARRIED

MOTION 24-09-627
Requires Unanimous

MOVED by Councillor Braun

That consideration be given to go to third and final reading of Revised Bylaw 924-13 Off-Highway Vehicles Bylaw for the Hamlet of Zama.

CARRIED UNANIMOUSLY

MOTION 24-09-628

MOVED by Councillor Smith

That third and final reading be given to Revised Bylaw 924-13 Off-Highway Vehicles Bylaw for the Hamlet of Zama.

CARRIED

**COMMUNITY
SERVICES:**

**10. c) Draft Letter to Alberta Conservation Association
(Bison Tag Revenue)**

MOTION 24-09-629 **MOVED** by Councillor Driedger

That a letter be written to the Minister of Forestry and Parks and Carbon Copied to the Alberta Conservation Association to request that the bison hunt tag revenue be returned to Mackenzie County to be reinvested in the Mackenzie Region.

CARRIED

FINANCE: **11. a) 2024 Minimum Tax – Grazing Leases**

MOTION 24-09-630 **MOVED** by Deputy Reeve Sarapuk
Requires 2/3

That the Conditional Under Permit Cultivation Lease tax rolls as per “Schedule A” be amended to a \$100 minimum tax for 2024.

CARRIED

FINANCE: **11. b) Uncollectible Taxes – 2024 GIPOT**

MOTION 24-09-631 **MOVED** by Deputy Reeve Sarapuk
Requires 2/3

That the outstanding levies in the amount of \$94,196.45 for Grants in Place of Taxes identified in Schedule “A” be written off.

CARRIED

Reeve Knelsen recessed the meeting at 2:00 p.m., Councillor Peters left the meeting and joined virtually at 2:05 p.m., Reeve Knelsen reconvened the meeting at 2:06 p.m.

DELEGATIONS: **7. c) Brownlee LLP Procurement Process**

Reeve Knelsen recessed the meeting at 3:17 p.m. and reconvened the meeting at 3:30 p.m.

MOTION 24-09-632 **MOVED** by Councillor Driedger

That the Brownlee LLP Procurement Process report be received for information.

CARRIED

MOTION 24-09-633 **MOVED** by Councillor Braun

That administration present at a future Council meeting, all purchasing policies effected by the Tender and Request for Proposal template for review and possible amendment.

CARRIED

FINANCE: **11. c) 2024 Mackenzie Agricultural Fair & Tradeshow – Post Event Budget Amendment**

MOTION 24-09-634 **MOVED** by Deputy Reeve Sarapuk
Requires 2/3

That the 2024 One Time project budget for the 2024 Mackenzie Agricultural Fair & Tradeshow be amended in the amount of \$34,509 with funding coming from various donations.

CARRIED

OPERATIONS: **12. a) Motor Grader Disposal**

MOTION 24-09-635 **MOVED** by Councillor Driedger

That motor graders Unit 2152 and Unit 2153 be disposed of by Option 3 - Ritchie Bros.

CARRIED

UTILITIES: **13. a) Wolfe Lake Rural Water Point**

MOTION 24-09-636 **MOVED** by Councillor Driedger
Requires 2/3

That administration bring forward options for the Wolfe Lake Rural Water point to the 2025 Budget Workshop and budget deliberations.

CARRIED

**PLANNING &
DEVELOPMENT:** **14. a) Alberta Community Partnership Program Grant – Intermunicipal Development Plan with Town of High Level**

MOTION 24-09-637 **MOVED** by Councillor Wardley

That Council direct administration to apply to the 2024-25 Alberta Community Partnership Program Grant – Intermunicipal Collaboration stream to fund the update of the Intermunicipal Development Plan held between the Town of High Level and Mackenzie County.

CARRIED

MOTION 24-09-638 **MOVED** by Councillor Braun

That Council support the application for the Alberta Community Partnership Program Grant under the Intermunicipal Collaboration stream as the Managing Partner with the Town of High Level as Project Participant to update the existing Intermunicipal Development Plan.

CARRIED

ADMINISTRATION: **15. a) Rail Safety Week Proclamation**

MOTION 24-09-639 **MOVED** by Councillor Wardley

That Mackenzie County supports and recognizes the Rail Safety Week by acknowledging and proclaiming the week of September 23-29, 2024, as Rail Safety Week in Mackenzie County.

CARRIED

ADMINISTRATION: **15. b) La Crete Agricultural Society – Request for Letter of Support**

MOTION 24-09-640 **MOVED** by Councillor Braun

That a letter of support be provided to the La Crete Agricultural Society for their Community Facility Enhancement Program grant application for Phase II of the Construction of the Heritage Restoration Shop.

CARRIED

ADMINISTRATION: **15. c) Municipal Ward Boundary and Governance Review – Public Consultation**

MOTION 24-09-641 **MOVED** by Deputy Reeve Sarapuk

That the Municipal Ward Boundary and Governance Review – Public Consultation discussion be received for information.

CARRIED

ADMINISTRATION: 15. d) Meetings with Ministers – Rural Municipalities of Alberta (RMA) 2024 Fall Convention

MOTION 24-09-642 **MOVED** by Councillor Wardley

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

Minister of Agriculture and Irrigation	Minister of Environment and Protected Areas
<ul style="list-style-type: none"> • Diseased Wood Buffalo Bison • Grazing Leases 	<ul style="list-style-type: none"> • Sub Regional Planning & Regulations • Access to Crown Land • Reforestation of Legacy Cutlines
Minister of Energy and Minerals	Minister of Forestry and Parks
<ul style="list-style-type: none"> • Access to Resources • Opening up Crown Land for Lease Land Sales • Existing Industrial Lease Transfers 	<ul style="list-style-type: none"> • Fire Grazing • Bison Hunt • ACA Issues • Allowable Cut Calculations • Recreation Leases
Minister of Health	Minister of Municipal Affairs
<ul style="list-style-type: none"> • Homecare • Medical Evacuation Times • Enhancing Medivac Services 	<ul style="list-style-type: none"> • Municipal Ward Boundary and Governance Review

Minister of Public Safety and Emergency Services	Minister of Transportation and Economic Corridors
<ul style="list-style-type: none"> FV Flood Mitigation 	<ul style="list-style-type: none"> Bridge Funding Tompkins Bridge La Crete Ferry High Wide Load Corridor
Minister of Tourism and Sport	
<ul style="list-style-type: none"> Regional Tourism Opportunities Wellness Centre 	

CARRIED

COMMITTEE OF THE WHOLE ITEMS:

16. a) None

COUNCIL COMMITTEE REPORTS:

17. a) Council Committee Reports (verbal)

MOTION 24-09-643

MOVED by Councillor Driedger

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

CARRIED

COUNCIL COMMITTEE REPORTS:

17. b) Municipal Planning Commission Meeting Minutes

MOTION 24-09-644

MOVED by Councillor Wardley

That the approved Municipal Planning Commission meeting minutes of July 18, 2024, and the unapproved Municipal Planning Commission meeting minutes of August 15, 2024 be received for information.

CARRIED

**INFORMATION/
CORRESPONDENCE: 18. a) Information/Correspondence**

MOTION 24-09-645 **MOVED** by Councillor Braun

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
September 23, 2024
10:00 a.m.
Fort Vermilion Council Chambers

Regular Council Meeting
October 16, 2024
10:00 a.m.
Fort Vermilion Council Chambers

ADJOURNMENT: 21. a) Adjournment

MOTION 24-09-646 **MOVED** by Councillor Smith

That the Council meeting be adjourned at 4:44 p.m.

CARRIED

These minutes were approved at the September 23, 2024 Regular Council Meeting.

(original signed)

Joshua Knelsen
Reeve

(original signed)

Darrell Derksen
Chief Administrative Officer

