

**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING**

**Tuesday, December 14, 2021  
10:00 a.m.**

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

<b>PRESENT:</b>	Josh Knelsen	Reeve
	Walter Sarapuk	Deputy Reeve
	Jacque Bateman	Councillor
	Peter F. Braun	Councillor
	Cameron Cardinal	Councillor
	Darrell Derksen	Councillor
	David Driedger	Councillor – arrived 10:04 a.m.
	Garrell Smith	Councillor
	Lisa Wardley	Councillor
	Ernest Peters	Councillor

**REGRETS:**

<b>ADMINISTRATION:</b>	Len Racher	Chief Administrative Officer – virtual
	Byron Peters	Director of Projects and Infrastructure – virtual
	Carrie Simpson	Director of Legislative Services
	Jennifer Batt	Director of Finance
	Jeff Simpson	Director of Operations
	John Zacharias	Director of Utilities
	Don Roberts	Director of Community Services
	Caitlin Smith	Manager of Planning and Development
	Grant Smith	Agricultural Fieldman
	Willie Schmidt	Fleet Maintenance Manager – virtual
	Sylvia Wheeler	Communications Coordinator
	Colleen Sarapuk	Administrative Officer /Recording Secretary

**ALSO PRESENT:**

Minutes of the Regular Council meeting for Mackenzie County held on December 14, 2021 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 21-12-843 MOVED** by Councillor Braun

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That the agenda be adopted with the additions;

- 4.d) Requisition
- 15.c) Fort Vermilion Hospital
- 15.d) Mighty Peace Watershed Alliance

**CARRIED**

**DELEGATIONS**

**7.a) Long Service Award Presentations (10:00 a.m.)**

**ADOPTION OF  
PREVIOUS MINUTES:**

**3. a) Minutes of the November 30, 2021 Regular Council Meeting**

**MOTION 21-12-844**

**MOVED** by Councillor Derksen

That the minutes of the November 30, 2021 Regular Council Meeting be adopted as amended.

**CARRIED**

**ADOPTION OF  
PREVIOUS MINUTES:**

**3. b) Minutes of the December 7 - 8, 2021 Budget Council Meeting**

**MOTION 21-12-845**

**MOVED** by Councillor Bateman

That the minutes of the December 7 - 8, 2021 Budget Council Meeting be adopted as presented.

**CARRIED**

**ADOPTION OF  
PREVIOUS MINUTES:**

**3. c) Business Arising out of the Minutes**

**CLOSED MEETING:**

**4. Closed Meeting**

**MOTION 21-12-846**

**MOVED** by Deputy Reeve Sarapuk

That Council move into a closed meeting at 10:16 a.m. to discuss the following:

- 4.a) Labour Relations (s.23, 24, 27)
- 4.b) Municipal Planning Commission – Fort Vermilion Urban Development Standards (s.23, 24, 25 and 27)
- 4.c) Mackenzie County Legal Status Update (s.23, 24, 25 and 27)
- 4.d) Requisition (s.23, 24, 27) (addition)

**CARRIED**

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

- All Members of Council
- Len Racher, Chief Administrative Officer – virtual
- Byron Peters, Director of Projects and Infrastructure – virtual
- Jennifer Batt, Director of Finance
- Jeff Simpson, Director of Operations
- Carrie Simpson, Director of Legislative Services
- Don Roberts, Director of Community Services
- Caitlin Smith, Manager of Planning & Development
- Colleen Sarapuk, Administrative Officer
- Sylvia Wheeler, Communication Coordinator
- John Zacharias, Director of Utilities
- Willie Schmidt, Fleet Maintenance Manager – virtual
- Grant Smith, Agricultural Fieldman

Administration left the Closed Meeting at 11:04 a.m.

**MOTION 21-12-847**      **MOVED** by Deputy Reeve Sarapuk

That Council move out of the closed meeting at 12:59 p.m.

**CARRIED**

**TENDERS:**                      **5.a) None**

**PUBLIC HEARINGS:**      **6.a) Bylaw 1242-21 Caribou Mountain Area Structure Plan**

Reeve Knelsen call the public hear for Bylaw 1241-21 to order at 1:00 p.m.

Reeve Knelsen asked if the public hearing for proposed bylaw 1241-21 was properly advertised. Caitlin Smith, Manager or 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 Caribou Mountain Area Structure Plan Caitlin Smith, Manager of Planning & Development presented the following:

*An Area Structure Plan (ASP) is a planning document which helps guide the long-term development of the subject area. An ASP may include general and specific transportation routes, servicing plans, storm water management plans, or other requested information. Mackenzie County may request an ASP when the area being developed falls outside of an urban area or an area which has already been identified for future development.*

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*An area for which an ASP has been adopted must still follow all regulations set forth by the Land Use Bylaw (LUB).*

*The Caribou Mountain Centre, located at SW 5-110-13-W5M, north of the junction of Hwy 58 and Hwy 88, was rezoned in 2019 to Rural Industrial General "RIG" to accommodate a service station and future industrial subdivision. This intersection has also been identified in Mackenzie County's 2009 Municipal Development Plan (MDP) as a suitable area for commercial/industrial development. The MDP is a high-level planning document which identifies the County's development priorities and guides general areas of development throughout the County.*

*Little Red River Cree Nation has acquired grant funding for a portion of their project, this funding is contingent on the Area Structure Plan being approved by Council.*

*First Reading of Area Structure Plan Bylaw 1242-21 was given by Council on November 9, 2021, subject to LRRCN addressing concerns brought forward. The amendments made to the ASP in response are as follows:*

- *Section 4.1.6 regarding Storm Water Management facilities:
  - *Added that mowing will be the responsibility of the developer and that the facilities will be designed to have low maintenance requirements. Requirements from the County will include checking and cleaning of control structure, outlet, and dry hydrant.**
- *Snow clearing of the access road, emails added to appendices:*
- *At least until further development, there should be no issue with the Petro Canada performing the snow clearing as the access road only serves them.*
- *Section 4.1.7 regarding Solid Waste Management:*
- *Added that each development will need to consider on-site solid waste storage and secure contracts for hauling waste to the Regional Landfill.*
- *Intersection Lighting, addressed in appendices:*
- *Alberta Transportation does not require intersection lighting at this time, but the developer is open to upgrading at the time of future development.*

*Council has already given a rezoning to this entire parcel and the parcel to the South from Agricultural to Rural Industrial. At this time, if the applicant was to apply to further subdivide, they would be required to meet the conditions of approval and the Municipal Planning Commission would be the development authority. The uses within must comply with the uses within the zoning district.*

Reeve Knelsen asked if Council has any questions of the proposed Land Use Bylaw Amendment. There were no questions.

Reeve Knelsen asked if any submissions were received in regards to proposed Bylaw 1241-21. No submissions were received.

Reeve Knelsen asked if there was anyone present who would like to speak in regards to the proposed Bylaw 1241-21. There was no one present to speak to the proposed bylaw.

Reeve Knelsen closed the public hearing for Bylaw 1241-21 at 1:05 p.m.

**MOTION 21-12-848**      **MOVED** by Councillor Braun

That second reading be given to Bylaw 1242-21 being an Area Structure Plan for SW 5-110-13-W5M, as amended.

**CARRIED**

**MOTION 21-12-849**      **MOVED** by Councillor Wardley

That third reading be given to Bylaw 1242-21 being an Area Structure Plan for SW 5-110-13-W5M.

**CARRIED**

**PUBLIC HEARINGS:**      **6.b) Bylaw 1243-21 Land Use Bylaw Amendment  
Rezone Plan 102 4542; 1; 39 & 40 from Rural Country Residential  
3 "RCR3" to Country Recreational "CREC"**

Reeve Knelsen call the public hear for Bylaw 1243-21 to order at 1:06 p.m.

Reeve Knelsen asked if the public hearing for proposed bylaw 1243-21 was properly advertised. Caitlin Smith, Manager or 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 Land Use Bylaw Amendment to Rezone Plan 102 4542; 1; 39 & 40 from Rural Country Residential 3 "RCR3" to Country Recreational "CREC". Caitlin Smith, Manager of Planning & Development presented the following:

*Administration has received a Land Use Bylaw Amendment application to rezone Plan 102 4542, Block 1, Lots 39 & 40 from Rural Country Residential 3 "RCR3" to Country Recreational "CREC". The subject lots are located*

*within Greenwood Estates, northeast of the Hamlet of La Crete and are currently vacant.*

*The purpose of the Rural Country Residential 3 “RCR3” zoning district is to provide low density, multi-lot residential development in rural areas, these developments are typically just outside of hamlet boundaries. The RCR3 zoning is restricted to 3-5 acre lots and does not allow Manufactured Homes. Greenwood Estates and Pinnacle Estates are zoned RCR3.*

*The purpose of the Country Recreational “CREC” zoning district is to provide for seasonal or permanent residential areas in close proximity to significant natural features or recreational developments. The minimum lot dimensions in CREC are 30.5m x 45.7m (100ft x 150ft), there is no maximum lot size. Permitted uses in this zoning include Cabins and Park Models with a maximum of two (2) dwelling units allowed; a recreational vehicle is considered a dwelling unit in CREC. These areas shall conform to a relevant Area Structure Plan (ASP).*

*The applicant is proposing to further subdivide the two (2) existing 3-acre lots into six (6) lots, approximately 1 acre each, to be used as a small cabin community for people using the nearby golf course. The development would include an internal road with access from the north (golf course) side and the existing accesses from the south (Greenwood Bend) would be removed. The applicant is proposing private water servicing, consisting of cistern and hauling for each lot individual but is discussing utilizing the lagoon to the north to provide for sewer services. This lagoon is privately owned and maintained and provides service for another CREC development to the north.*

*The proposed recreational use does not conform to the Area Structure Plan for SW 13-106-15-W5M (Greenwood Estates). The existing ASP is for Country Residential development and includes traffic projections based on only those uses. Due to the proximity to Secondary Highway 697, Alberta Transportation may require additional information from the developer, including a new or amended ASP.*

*North of the subject parcels, a 25-lot Country Recreational development already exists with a strip of land to the west also zoned to allow for a mirrored development. Mackenzie County has not received development permits for any of these lots to date and all but one (1) is still vacant.*

Reeve Knelsen asked if Council has any questions of the proposed Land Use Bylaw Amendment.

Reeve Knelsen asked if any submissions were received in regards to proposed Bylaw 1243-21. No submissions were received.

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Reeve Knelsen asked if there was anyone present who would like to speak in regards to the proposed Bylaw 1243-21. There was no one present to speak to the proposed bylaw.

Reeve Knelsen closed the public hearing for Bylaw 1243-21 at 1:10 p.m.

**MOTION 21-12-850**      **MOVED** by Councillor Peters

That second reading be given to Bylaw 1243-21 being a Land Use Bylaw Amendment to Rezone Plan 102 4542; 1; 39 & 40 from Rural Country Residential 3 "RCR3" to Country Recreational "CREC".

**CARRIED**

**MOTION 21-12-851**      **MOVED** by Councillor Braun

That third reading be given to Bylaw 1243-21 being a Land Use Bylaw Amendment to Rezone Plan 102 4542; 1; 39 & 40 from Rural Country Residential 3 "RCR3" to Country Recreational "CREC".

**CARRIED**

**CLOSED MEETING:**      **4.a)    Labour Relations (s.23, 24, 27)**

**MOTION 21-12-852**      **MOVED** by Councillor Bateman

That Mackenzie County request that negotiations begin with Alberta Union Provincial Employees.

**CARRIED**

**CLOSED MEETING:**      **4.b)    Municipal Planning Commission – Fort Vermilion Urban  
Development Standards (s.23, 24, 25 and 27)**

**MOTION 21-12-853**      **MOVED** by Councillor Wardley

That the subdivision application be amended to include pavement, underground power and walkways.

**CARRIED**

**MOTION 21-12-854**      **MOVED** by Councillor Braun

That Policy DEV001 & DEV007 be brought back to Council for review.

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**CARRIED**

**MOTION 21-12-855**      **MOVED** by Councillor Cardinal

That the full cost of pavement and walkways be reserved for all future development from the Mitigation funding.

**CARRIED**

**CLOSED MEETING:**      **4.c)    Mackenzie County Legal Status Update (s.23, 24, 25 and 27)**

**MOTION 21-12-856**      **MOVED** by Deputy Reeve Sarapuk

That the Legal Status report be received for information.

**CARRIED**

**CLOSED MEETING:**      **4.d)    Requisition (s.23, 24, 27) (addition)**

**MOTION 21-12-857**      **MOVED** by Councillor Derksen  
**Requires unanimous**

That the requisition be received for information.

**CARRIED**

**GENERAL**                      **8. a)    CAO & Director Reports for November, 2021**  
**REPORTS:**

**MOTION 21-12-858**      **MOVED** by Deputy Reeve Sarapuk

That the CAO & Director reports for November 2021 be received for information.

**CARRIED**

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

**COMMUNITY**                      **10. a) Fort Vermilion Ice Plant Repairs – 2021 Budget Amendment**  
**SERVICES:**

**MOTION 21-12-859**      **MOVED** by Councillor Cardinal  
**Requires 2/3**

That the Fort Vermilion Ice Plant insurance deductible of \$10,000 be funded from emergent funding.



**CARRIED**

**FINANCE:**

**11. a) Community Aggregate Levy Bylaw 1248-21**

Councillor Bateman and Councillor Smith declared themselves in conflict of interest and left the meeting at 1:37 p.m.

**MOTION 21-12-860**  
Requires 2/3

**MOVED** by Councillor Braun

That the first reading be given to Bylaw 1248-21 being a Community Aggregate Levy for Mackenzie County.

**CARRIED**

**MOTION 21-12-861**  
Requires 2/3

**MOVED** by Deputy Reeve Sarapuk

That the second reading be given to Bylaw 1248-21 being a Community Aggregate Levy for Mackenzie County.

**CARRIED**

**MOTION 21-12-862**  
Requires 2/3

**MOVED** by Councillor Wardley

That consideration be given to go to third reading of Bylaw 1248-21 being the Community Aggregate Levy for Mackenzie County.

**CARRIED**

**MOTION 21-12-863**  
Requires 2/3

**MOVED** by Councillor Cardinal

That the third reading be given to Bylaw 1248-21 being a Community Aggregate Levy for Mackenzie County.

**CARRIED**

Reeve Knelsen recessed the meeting at 1:52 p.m. and reconvened the meeting at 2:02 p.m.

Councillor Bateman and Councillor Smith rejoined the meeting.

**FINANCE:**

**11. b) Bylaw 1246-21 Fee Schedule**

**MOTION 21-12-864**  
Requires 2/3

**MOVED** by Councillor Wardley

That second reading be given to Bylaw 1246-21 being the Fee Schedule for Mackenzie County as amended (fuel flowage).

Deputy Reeve Sarapuk requested a recorded vote

**In Favour**

Councillor Peters  
Councillor Driedger  
Councillor Derksen  
Reeve Knelsen  
Councillor Braun  
Councillor Bateman  
Councillor Cardinal  
Councillor Wardley

**Opposed**

Deputy Reeve Sarapuk  
Councillor Smith

**CARRIED**

**MOTION 21-12-865**

Requires 2/3

**MOVED** by Councillor Bateman

That third reading be given to Bylaw 1246-21 being the Fee Schedule for Mackenzie County

**CARRIED**

**FINANCE:**

**11. c) ZA - Lift Station Upgrade Project – Reallocation of Grant Funding**

**MOTION 21-12-866**

Requires 2/3

**MOVED** by Councillor Bateman

That ZA - Lift Station Upgrade Project be removed from the 2021 Capital budget, with the current realized costs funded by the Alberta Municipal Water & Wastewater Partnership grant in the amount of \$185,293 to be funded from the Water Sewer Infrastructure Reserve, and that an application under Alberta Community Partnership grant be submitted for the Fort Vermilion Sewer Infrastructure project to assist with mitigation.

**CARRIED**

**FINANCE:**

**11. d) Expense Claims – Councillors**

**MOTION 21-12-867**

**MOVED** by Councillor Wardley

That the Councillor expense claims for November, 2021 be received for information.

**CARRIED**

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**FINANCE: 11. e) Expense Claims – Members at Large**

**MOTION 21-12-868** **MOVED** by Councillor Braun

That the Member at Large Expense Claims for November & December 2021 be received for information.

**CARRIED**

**OPERATIONS: 12. a) None**

**UTILITIES: 13. a) None**

**PLANNING & DEVELOPMENT: 14. a) None**

**ADMINISTRATION: 15. a) Bylaw 1240-21 Procedural Bylaw**

**MOTION 21-12-869** **MOVED** by Councillor Wardley  
Requires 2/3

That first reading be given to Bylaw 1240-21 being the Procedural Bylaw for Mackenzie County.

**CARRIED**

**MOTION 21-12-870** **MOVED** by Councillor Braun  
Requires 2/3

That second reading be given to Bylaw 1240-21 being the Procedural Bylaw for Mackenzie County.

**CARRIED**

**MOTION 21-12-871** **MOVED** by Councillor Cardinal  
Unanimous

That consideration be given to go to third reading of Bylaw 1240-21 being the Procedural Bylaw for Mackenzie County, at this meeting.

**CARRIED**

**MOTION 21-12-872** **MOVED** by Councillor Bateman  
Requires 2/3

That third and final reading be given to Bylaw 1240-21 being the Procedural Bylaw for Mackenzie County.

**CARRIED**

**ADMINISTRATION: 15. b) Letter of Support – Fort Vermilion School Division**

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**MOTION 21-12-873**      **MOVED** by Councillor Driedger

That a letter be written to Alberta Health Services voicing Mackenzie County's concern of the Psychiatrist for Zone 1 being eliminated.

**CARRIED**

**ADMINISTRATION:**      **15.c) Fort Vermilion Hospital (addition)**

**MOTION 21-12-874**      **MOVED** by Councillor  
**Requires unanimous**

That Reeve Knelsen send an email to the Minister of Health regarding the Fort Vermilion Hospital.

**CARRIED**

**15.d) Mighty Peace Watershed Alliance (addition)**

**MOTION 21-12-875**      **MOVED** by Councillor Wardley  
**Requires unanimous**

That Mackenzie County support the Mighty Peace Watershed Alliance application for the EcoAction Community Funding Program, and that the County contributes to the project with in-kind support through a program partnership.

**CARRIED**

**COUNCIL**      **16. a) Council Committee Reports (verbal)**  
**COMMITTEE**  
**REPORTS:**

**MOTION 21-12-876**      **MOVED** by Deputy Reeve Sarapuk

That the Council Committee Reports be received for information

**CARRIED**

**COUNCIL**      **16. b) Municipal Planning Commission Meeting Minutes**  
**COMMITTEE**  
**REPORTS:**

**MOTION 21-12-877**      **MOVED** by Councillor Bateman

That the Municipal Planning Commission meeting minutes of December 2, 2021 be received for information.

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**CARRIED**

**INFORMATION /  
CORRESPONDENCE:**

**17. a) Information/Correspondence**

**MOTION 21-12-878**

**MOVED** by Deputy Reeve Sarapuk

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

**CARRIED**

**NOTICE OF MOTION:**

**18. a) None**

**NEXT MEETING  
DATE:**

**19. a) Next Meeting Dates**

Budget Council Meeting  
December 16, 2021  
10:00 a.m.  
Fort Vermilion Council Chambers

**ADJOURNMENT:**

**20. a) Adjournment**

**MOTION 21-12-879**

**MOVED** by Peters

That the council meeting be adjourned at 3:40 p.m.

**CARRIED**

These minutes were approved at the January 7, 2022 Budget Council Meeting.

(original signed)  
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Joshua Knelsen  
Reeve

(original signed)  
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Byron Peters  
Interim Chief Administrative Officer

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