

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Tuesday, March 8, 2022
10:00 a.m.**

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

PRESENT:

| | |
|------------------|----------------------|
| Josh Knelsen | Reeve |
| Walter Sarapuk | Deputy Reeve |
| Jacque Bateman | Councillor (virtual) |
| Peter F. Braun | Councillor |
| Cameron Cardinal | Councillor |
| Darrell Derksen | Councillor |
| David Driedger | Councillor |
| Garrell Smith | Councillor |
| Lisa Wardley | Councillor |
| Ernest Peters | Councillor (virtual) |

REGRETS:

ADMINISTRATION:

| | |
|----------------|--|
| Byron Peters | Interim Chief Administrative Officer/ Director of Projects and Infrastructure |
| Carrie Simpson | Director of Legislative and Support Services/ Recording Secretary |
| 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 |

ALSO PRESENT: Members of the public

Minutes of the Regular Council meeting for Mackenzie County held on March 8, 2022 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 22-03-141 MOVED by Deputy Reeve Sarapuk

That the agenda be adopted with the following addition:

12. b) Sidewalk Maintenance

CARRIED

**ADOPTION OF
PREVIOUS MINUTES:**

3. a) Minutes of the February 16, 2022 Regular Council Meeting

MOTION 22-03-142

MOVED by Councillor Braun

That the minutes of the February 16, 2022 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 22-03-143

MOVED by Councillor Cardinal

That Council move into a closed meeting at 10:01 a.m. to discuss the following:

- 4.a) Bursary Applicant – Forgiveness Request (s. 17)
- 4.b) Land (s.23, s.25, s 27)
- 4.c) Outstanding Insurance Claim Update (s.27)

CARRIED

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

- All Members of Council
- Byron Peters, Interim Chief Administrative Officer
- Jennifer Batt, Director of Finance
- Jeff Simpson, Director of Operations
- Carrie Simpson, Director of Legislative and Support Services
- John Zacharias, Director of Utilities
- Don Roberts, Director of Community Services
- Caitlin Smith, Manager of Planning and Development

MOTION 22-03-144

MOVED by Councillor Wardley

That Council move out of the closed meeting at 11:15 a.m.

CARRIED

CLOSED MEETING 4.a) Bursary Applicant – Forgiveness Request

MOTION 22-03-145
Requires 2/3

MOVED by Councillor Wardley

That the bursary forgiveness request be declined.

CARRIED

CLOSED MEETING 4.b) Land

MOTION 22-03-146
Requires 2/3

MOVED by Councillor Braun

That administration proceed with land purchases as discussed.

CARRIED

CLOSED MEETING 4.c) Outstanding Insurance Claim Update

MOTION 22-03-147
Requires 2/3

MOVED by Deputy Reeve Sarapuk

That the 2021 Insurance Summary Report up to and including March 3, 2022, be received for information and that administration proceed as discussed.

CARRIED

Reeve Knelsen recessed the meeting at 11:18 a.m. and reconvened the meeting at 11:36 a.m.

TENDERS: 5.a) None

DELEGATIONS: 7. a) None

GENERAL REPORTS: 8. a) CAO & Director Reports for February 2022

MOTION 22-03-148 **MOVED** by Councillor Braun

That the CAO & Director reports for February 2022 be received for information.

CARRIED

AGRICULTURE SERVICES: 9. a) None

COMMUNITY SERVICES:

10. a) Request to Waive a Fire Invoice

MOTION 22-03-149
Requires 2/3

MOVED by Councillor Cardinal

That the request to waive fire invoice #IVC0034206 be received for information.

CARRIED

COMMUNITY SERVICES:

10.b) Residential Garbage Pickup – Contract – La Crete

MOTION 22-03-150
Requires 2/3

MOVED by Councillor Wardley

That the La Crete Residential Waste Collection contract be extended for a period of one (1) year as per the current terms and conditions.

CARRIED

Reeve Knelsen recessed the meeting at 12:00 p.m. and reconvened the meeting at 12:30 p.m.

FINANCE:

11. a) Draft FIN034 Charitable Donation Receipt Policy

MOTION 22-03-151

MOVED by Councillor Driedger

That FIN034 Charitable Donation Receipt Policy be approved as presented.

CARRIED

FINANCE

11. b) Disaster Recovery Program – Chuckegg Wildfire Claim Update (Handout)

MOTION 22-03-152
Requires 2/3

MOVED by Councillor Braun

That the Sprinkler Trailers (2) purchased to assist with the Chuckegg Wildfire be funded from the Vehicle and Equipment Reserve in the amount of \$186,000 for the County's portion of costs.

CARRIED

MOTION 22-03-153

MOVED by Councillor Driedger

That the 2019 Chuckegg Wildfire Disaster Recovery Program final report be

received for information.

CARRIED

FINANCE:

11. c) Gravel Reclamation (Handout)

MOTION 22-03-154
Requires 2/3

MOVED by Councillor Driedger

That \$1,000,000 be reallocated from the Unrestricted Surplus to the Gravel Reclamation reserve.

CARRIED

MOTION 22-03-155

MOVED by Councillor Wardley

That administration bring back the Gravel Reclamation Reserve Policy for amendment as discussed.

CARRIED

FINANCE:

11. d) Mackenzie Ski Hill Society Insurance Request - Additionally Named Insured

MOTION 22-03-156
Requires 2/3

MOVED by Councillor Braun

That the provision of insurance coverage to the Mackenzie Ski Hill Society, on a cost recovery basis, through the Jubilee Additional Named Insured Program be approved.

CARRIED

PUBLIC HEARINGS:

6.a) Bylaw 1252-22 Airport Vicinity Protection Area

Reeve Knelsen called the public hearing for Bylaw 1252-22 to order at 1:03 p.m.

Reeve Knelsen asked if the public hearing for proposed bylaw 1252-22 was properly advertised. Caitlin Smith, Manager 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 1252-22 Airport Vicinity Protection Area.

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

Administration, with assistance from WSP, has been in the process of updating the Airport Vicinity Protection Area (AVPA) Bylaw. The new version will repeal and replace the existing AVPA Bylaw 954-14.

The following changes were made to the Bylaw to clarify and align with current standards:

- *Add definition of Approval Authority and removed definition of Department;*
- *Add definition of Development;*
- *Removed Extensive Agriculture and Residential Replacement or Infilling Unit from Section 3.7;*
- *Removed and replaced most of Sections 3.7 and 3.8 to provide clarity and specificity to land uses, based on Noise Exposure Forecast Area as well as provide clearer conditions to developments within those areas;*
- *Three (3) existing Land Use Conditions in Section 3.8 were removed and replaced with 14 new conditions;*
- *Schedules 10 and 15, the Fort Vermilion & La Crete Height Limitations Maps were updated;*
- *Area was added to Schedule 7: Fort Vermilion Airport Vicinity Protection Area and Schedule 12: La Crete Airport Vicinity Protection Area to reflect the updated maps.*

An amendment to the Land Use Bylaw (Bylaw 1205-20) was passed in January, 2021 to regulate some developments within the AVPA area. Mackenzie County is not able to apply any more restrictions to area surrounding airports until such lands are purchased from private landowners.

The proposed bylaw was presented to Council on February 2, 2022, where it received first reading.

Reeve Knelsen asked if Council has any questions of the proposed Bylaw 1252-22 Airport Vicinity Protection Area:

- *Were the adjacent land owners notified? Yes.*
- *Will this impact the communication towers? No, that is federal jurisdiction but we will be consulted prior to construction.*
- *Does this mean we have to make alterations to our existing infrastructure? No, this is to prepare for future expansion.*
- *Are there any caveats on the surrounding properties? There is on 2 properties at the Fort Vermilion airport for future runway expansion.*
- *Were the towns made aware of this (Town of High Level and Town of Rainbow Lake)? Yes, they have no concerns.*

Reeve Knelsen asked if any submissions were received in regards to proposed Bylaw 1252-22. No submissions were received.

Reeve Knelsen asked if there was anyone present who would like to speak in regards to the proposed Bylaw 1252-22.

There was no one present to speak to the proposed bylaw.

Reeve Knelsen called the public hearing for Bylaw 1252-22 closed at 1:09 p.m.

MOTION 22-03-157 **MOVED** by Councillor Wardley

That second reading be given to Bylaw 1252-22 Airport Vicinity Protection Area.

CARRIED

MOTION 22-03-158 **MOVED** by Councillor Smith

That third reading be given to Bylaw 1252-22 Airport Vicinity Protection Area.

CARRIED

FINANCE

11. e) 2021 Reserve Re-Allocations

MOTION 22-03-159 **MOVED** by Councillor Derksen
Requires 2/3

That in 2022, \$12,034 from the Incomplete Development Reserve be allocated to the General Operating Reserve.

CARRIED

MOTION 22-03-160 **MOVED** by Councillor Wardley
Requires 2/3

That in 2021, \$124,773 from the Non-Profit Organizations Reserve be allocated to the Grants to Other Organizations Reserve.

CARRIED

MOTION 22-03-161 **MOVED** by Councillor Braun
Requires 2/3

That in 2021, \$109,224 from the Incomplete Airport Reserve be allocated to the General Capital Reserve.

CARRIED

MOTION 22-03-162
Requires 2/3

MOVED by Councillor Driedger

That in 2021, \$9,000 from the Incomplete Waste Reserve be allocated to the General Capital Reserve.

CARRIED

MOTION 22-03-163
Requires 2/3

MOVED by Councillor Smith

That in 2021, \$96,904 from the Incomplete Recreation Reserve be allocated to the Recreation and Parks Reserve.

CARRIED

FINANCE:

11. f) 2021 Budget Allocations

MOTION 22-03-164
Requires 2/3

MOVED by Councillor Wardley

That \$16,500 from the 2021 operating budget be contributed to the Bursaries Reserve, as per Policy ADM049 – Bursaries and RESV017 – Bursaries Reserve.

CARRIED

MOTION 22-03-165
Requires 2/3

MOVED by Councillor Braun

That the 2021 One Time Projects budget be amended as follows:

- MOST funding – COVID 19 asst. project increase of \$21,688 with funding coming from the Grants to Other Organizations Operating Budget.

CARRIED

MOTION 22-03-166
Requires 2/3

MOVED by Deputy Reeve Sarapuk

That Offsite Levies/Frontage revenues in 2021 of \$385,676 be contributed to the Off-Site Levy Reserve.

CARRIED

MOTION 22-03-167
Requires 2/3

MOVED by Councillor Braun

That Gravel Aggregate revenue in 2021 of \$111,686 be contributed to the Gravel Reclamation Reserve.

CARRIED

MOTION 22-03-168
Requires 2/3

MOVED by Deputy Reeve Sarapuk

That Municipal Reserve revenue in 2021 of \$271,084 be contributed to the Municipal Reserve.

CARRIED

MOTION 22-03-169
Requires 2/3

MOVED by Councillor Wardley

That the 2021 Operating Budget be amended by \$57,222 for the Overburden Removal Project, with funding coming from the General Operating Reserve.

CARRIED

FINANCE:

11. g) Zama Recreation Society – Reallocation of Funds

MOTION 22-03-170
Requires 2/3

MOVED by Councillor Driedger

That the 2021 budget be amended by \$20,223 for the ZA-Re-Shingle Hall Project with funding coming from the following:

- ZA-Water Repair in Furnace Room in the amount of \$8,338 from Grants to Other Organization Reserve funding;
- \$11,885 from the Grants to Other Organization Reserve.

CARRIED

FINANCE:

11. h) Expense Claims – Councillors

MOTION 22-03-171

MOVED by Councillor Driedger

That the Councillor expense claims for January 2022 be received for information.

CARRIED

FINANCE:

11. i) Expense Claims – Members at Large

MOTION 22-03-172

MOVED by Councillor Braun

That the Member at Large Expense Claims for November/December 2021

and January 2022 be received for information.

CARRIED

MOTION 22-03-173

MOVED by Councillor Wardley

That administration research fuel link card(s) and bring back to a future Committee of the Whole meeting.

CARRIED

Reeve Knelsen recessed the meeting at 1:30 p.m. and reconvened the meeting at 1:40 p.m.

OPERATIONS:

12. a) Road Protection Agreement Review

MOTION 22-03-174

MOVED by Councillor Wardley

That Mackenzie County create an educational campaign to raise awareness and to promote care of County infrastructure to fund maintenance cost with potential input from ratepayer meetings.

CARRIED

MOTION 22-03-175

MOVED by Councillor Driedger

That administration proceed with amending the PW010 Road Protection Agreement Policy as discussed and bring back to the next Council meeting.

CARRIED

OPERATIONS:

12. b) Sidewalk Maintenance (ADDITION)

MOTION 22-03-176

Requires Unanimous

MOVED by Councillor Braun

That administration conduct an operations review in regards to Public Work operations in hamlet for Council review.

CARRIED UNANIMOUSLY

UTILITIES:

13. a) None

**PLANNING &
DEVELOPMENT:**

**14. a) Bylaw 1254-22 Land Use Bylaw Amendment to Rezone
Part of SE 8-106-15-W5M from Hamlet Residential 1B "H-R1B" to
Institutional "I"**

Councillor Derksen declared himself in conflict and left the meeting at 2:24 p.m.

MOTION 22-03-177 **MOVED** by Councillor Braun

That first reading be given to Bylaw 1254-22 being a Land Use Bylaw Amendment to Rezone Part of SE 8-106-15-W5M from Hamlet Residential 1B "H-R1B" to Institutional "I" to accommodate a Place of Worship, subject to public hearing input.

CARRIED

**PLANNING &
 DEVELOPMENT**

14. b) Bylaw 1255-22 Partial Plan Cancellation and Consolidation of Plan 1160NY, Block 3, Lots 8 & 9

Councillor Derksen returned to the meeting at 2:47 p.m.

MOTION 22-03-178 **MOVED** by Councillor Wardley

That first reading be given to Bylaw 1255-22 being a Partial Plan Cancellation and Consolidation Bylaw for Plan 1160NY, Block 3, Lots 8 & 9, subject to public hearing input.

CARRIED

**PLANNING &
 DEVELOPMENT:
 MOTION 22-03-179**

14. c) Request to Close and Sell Road Allowance

MOVED by Councillor Braun

That administration proceed with the closure of the undeveloped road allowance between SW 17-106-12-W5M and NW 8-106-12-W5M for the purpose of sale and consolidation with the adjacent parcels.

CARRIED

MOTION 22-03-180 **MOVED** by Councillor Braun

That Mackenzie County sell the undeveloped road allowance for market value, subject to the registration of a road closure between SW 17-106-12-W5M and NW 8-106-12-W5M.

CARRIED

Reeve Knelsen recessed the meeting at 3:01 p.m. and reconvened the meeting at 3:21 p.m.

**PLANNING &
DEVELOPMENT:
MOTION 22-03-181**

14. d) 2021 Off-Site Levy Annual Report

MOVED by Councillor Wardley

That the 2021 Off-Site Levy Annual Report be received for information.

CARRIED

**PLANNING &
DEVELOPMENT:**

14. e) SE 10-106-15-W5M – La Crete East Waterline Oversizing Request/Asphalt

MOTION 22-03-182
Requires 2/3

MOVED by Councillor Smith

That the 2022 Budget be amended to include \$75,000 for the SE 10-106-15-W5M – La Crete East Waterline Oversizing project with funding coming from the Water/Sewer Infrastructure Reserve.

CARRIED

MOTION 22-03-183

MOVED by Councillor Braun

That the developer meet the road standard set forth in Policy DEV001 Urban Development Standards which includes asphalt for residential developments.

CARRIED

ADMINISTRATION:

15. a) Viability Assessment

MOTION 22-03-184

MOVED by Councillor Wardley

That the Viability Assessment be made public to Mackenzie County ratepayers.

CARRIED

ADMINISTRATION:

15. b) Federation of Canadian Municipalities Membership

MOTION 22-03-185

MOVED by Councillor Wardley

That the membership for the Federation of Canadian Municipalities Membership be renewed for 2022.

CARRIED

ADMINISTRATION:

15. c) Assessment Review Board, Subdivision and Development

Appeal Board Member-at-Large Vacancies

MOTION 22-03-186 **MOVED** by Councillor Wardley

That the resignation from Carson Flett on the Subdivision and Development Appeal Board and the Assessment Review Board be accepted with regret.

CARRIED

MOTION 22-03-187 **MOVED** by Councillor Cardinal

That the Member-at-Large positions for the Subdivision and Development Appeal Board and the Assessment Review Board be advertised.

CARRIED

ADMINISTRATION: **15. d) Economic Development Week**

MOTION 22-03-188 **MOVED** by Deputy Reeve Sarapuk

That May 9 – 13, 2022 be proclaimed as “Economic Development Week”.

CARRIED

ADMINISTRATION: **15. e) Physician Recruitment – Fort Vermilion**

MOTION 22-03-189 **MOVED** by Councillor Derksen

That the Physician Recruitment – Fort Vermilion be received for information.

CARRIED

ADMINISTRATION: **15. f) Charity Golf Tournament**

MOTION 22-03-190 **MOVED** by Councillor Wardley

That administration bring back options for local golf tournament sponsorship.

CARRIED

ADMINISTRATION: **15. g) High Level Agricultural Society Sponsorship Request**

MOTION 22-03-191 **MOVED** by Councillor Smith

Requires 2/3

That Mackenzie County sponsor the Peewee, Junior, and Senior Mini

Broncs event and the Children’s Prizes for both days and make payment to the High Level Agricultural Society in the amount of \$2180 for the 52nd Annual High Level Rodeo.

CARRIED

Reeve Knelsen recessed the meeting at 4:04 p.m. and reconvened the meeting at 4:13 p.m.

**COUNCIL
COMMITTEE
REPORTS:
MOTION 22-03-192**

17. a) Council Committee Reports (verbal)

MOVED by Councillor Derksen

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

CARRIED

**COUNCIL
COMMITTEE
REPORTS:
MOTION 22-03-193**

16. a) Municipal Planning Commission Meeting Minutes

MOVED by Councillor Wardley

That the unapproved Municipal Planning Commission meeting minutes of February 17, 2022 be received for information.

CARRIED

MOTION 22-03-194

MOVED by Councillor Driedger

That the information/correspondence be accepted for information purposes.

CARRIED

NOTICE OF MOTION:

19. a) None

**NEXT MEETING
DATE:**

20. a) Next Meeting Dates

Committee of the Whole Meeting
March 22, 2022
10:00 a.m.
Fort Vermilion Council Chambers

Regular Council Meeting
March 23, 2022
10:00 a.m.

Fort Vermilion Council Chambers

ADJOURNMENT: 21. a) Adjournment

MOTION 22-03-195 MOVED by Councillor Braun

That the council meeting be adjourned at 4:35 p.m.

CARRIED

These minutes were approved at the March 23, 2022 Regular Council Meeting.

(original signed)

Joshua Knelsen
Reeve

(original signed)

Byron Peters
Interim Chief Administrative Officer

