

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Wednesday, July 13, 2022
10:00 a.m.**

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

- PRESENT:**
- | | |
|------------------|--|
| Josh Knelsen | Reeve |
| Walter Sarapuk | Deputy Reeve (arrived at 11:15 a.m.) |
| Jacque Bateman | Councillor |
| Peter F. Braun | Councillor |
| Cameron Cardinal | Councillor |
| David Driedger | Councillor |
| Garrell Smith | Councillor |
| Lisa Wardley | Councillor |
| Ernest Peters | Councillor (virtual left the meeting at 4:42 p.m.) |
- REGRETS:**
- | | |
|-----------------|------------|
| Darrell Derksen | Councillor |
|-----------------|------------|
- ADMINISTRATION:**
- | | |
|-----------------|--|
| Byron Peters | Interim Chief Administrative Officer/
Director of Projects and Infrastructure |
| Louise Flooren | Manager of Legislative & Support Services/
Recording Secretary |
| Jennifer Batt | Director of Finance |
| John Zacharias | Director of Utilities |
| Don Roberts | Director of Community Services |
| Caitlin Smith | Director of Planning and Agriculture |
| Grant Smith | Agricultural Projects Coordinator |
| Willie Schmidt | Fleet Maintenance Manager |
| Landon Driedger | Agricultural Fieldman |
| Colleen Sarapuk | Administrative Officer |
- ALSO PRESENT:** Members of Public

Minutes of the Regular Council meeting for Mackenzie County held on July 13, 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 22-07-488 MOVED by Councillor Cardinal

That the agenda be adopted with the following additions:

- 4. d) Leaders International
- 9. c) Agriculture Land Lease
- 15. b) Municipal Development Plan Questionnaire

CARRIED

**ADOPTION OF
PREVIOUS MINUTES:**

3. a) Minutes of the June 22, 2022 Regular Council Meeting

MOTION 22-07-489

MOVED by Councillor Wardley

That the minutes of the June 22, 2022 Regular Council Meeting be adopted as presented.

CARRIED

**ADOPTION OF
PREVIOUS MINUTES:**

3. b) Business Arising out of the Minutes

CLOSED MEETING

4. a) CLOSED MEETING

MOTION 22-07-490

MOVED by Councillor Driedger

That Council move into a closed meeting at 10:03 a.m. to discuss the following:

- 4.a) Mackenzie County Legal Status Update (FOIP, Div.2, Part 1, s. 23, 24, 25, 27)
- 4.b) Tallahassee Exploration Inc. 2022 Tax Levy (FOIP, Div.2, Part 1, s.24, 25, 27)
- 4.c) 2022 Bursary Applications – Extended June 30, 2022 (FOIP, Div.2, Part 1, s.17)
- 4.d) Leaders International – (FOIP, Div.2, Part 1, s.17)

CARRIED

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

- Reeve Knelsen
- Deputy Reeve Sarapuk
- Councillor Bateman
- Councillor Braun
- Councillor Cardinal
- Councillor Driedger
- Councillor Peters
- Councillor Smith

- Councillor Wardley
- Byron Peters, Interim Chief Administrative Officer/Director of Project & Infrastructure
- Louise Flooren, Manager of Legislative & Support Services/ Recording Secretary
- Jennifer Batt, Director of Finance
- Don Roberts, Director of Community Services
- John Zacharias, Director of Utilities
- Caitlin Smith, Director of Planning & Agriculture
- Grant Smith, Agricultural Projects Coordinator
- Willie Schmidt, Fleet Maintenance Manager
- Colleen Sarapuk, Administrative Officer
- Landon Driedger, Agricultural Fieldman

Councillor Bateman declared herself in conflict of interest during the bursary discussion and left the closed meeting at 10:31 a.m.

MOTION 22-07-491 **MOVED** by Councillor Wardley

That Council move out of a closed meeting at 10:34 a.m.

CARRIED

Councillor Bateman returned to the meeting at 10:35 a.m.

**GENERAL
REPORTS:**

8. a) CAO & Director Reports for June 2022

MOTION 22-07-492 **MOVED** by Councillor Cardinal

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

CARRIED

Reeve Knelsen recessed the meeting at 10:53 a.m. and reconvened at 11:01 a.m.

TENDERS:

5. a) Range Road 15-5 Request for Proposal

MOTION 22-07-493 **MOVED** by Councillor Braun

That the Range Road 15-5 Tender – Envelope #1 be opened.

CARRIED



Bidder	Qualifying Documents
Northern Road Builders	All required documents included.

Deputy Reeve Sarapuk joined the meeting at 11:05 a.m.

MOTION 22-07-494 **MOVED** by Councillor Wardley

That the Range Road 15-5 Tender – Envelope #2 be opened for the qualified bidders.

CARRIED

Bidder	Total
Northern Road Builders	\$558,650

MOTION 22-07-495 **MOVED** by Councillor Bateman

That the Range Road 15-5 Request For Proposal be TABLED to later in the meeting.

CARRIED

PUBLIC HEARINGS: 6. a) None

DELEGATIONS 7. a) None

GENERAL REPORTS: 8. b) **Disaster Recovery Program & Mitigation Update**

MOTION 22-07-496 **MOVED** by Councillor Bateman

That administration work with the developer to purchase land adequate for relocation.

CARRIED

MOTION 22-07-497 **MOVED** by Councillor Bateman

That the Disaster Recovery Program & Mitigation Update be received for information.

CARRIED

**AGRICULTURE
SERVICES:**

9. b) 2022 Overland Flood Ratepayer Invoice

MOTION 22-07-498

MOVED by Councillor Wardley

That the 2022 Overland Flood Ratepayer Invoices be received for information and the request be denied.

CARRIED

Reeve Knelsen recessed the meeting at 12:07 p.m. and reconvened at 12:38 p.m. without Councillor Cardinal.

**AGRICULTURE
SERVICES:**

9. a) Roadside Mowing Contractors Rate Increase Request

MOTION 22-07-499

Requires 2/3

MOVED by Councillor Bateman

That the Roadside Mowing Contractors Rate Increase Request be TABLED to later in the meeting.

CARRIED

Councillor Cardinal returned to meeting at 12:40 p.m.

**AGRICULTURE
SERVICES:**

9. c) Agriculture Land Lease (ADDITION)

MOTION 22-07-500

Requires Unanimous

MOVED by Councillor Cardinal

That the Agriculture Land Lease be received for information.

CARRIED UNANIMOUSLY

**COMMUNITY
SERVICES:**

10. a) La Crete Fire Department – Funding Request

MOTION 22-07-501

MOVED by Councillor Wardley

That the 2022 Budget be amended to include funds for the La Crete Training Grounds for \$35,000 with \$16,500 coming from the La Crete Fire and Rescue Association and \$16,500 coming from the General Capital Reserve.

CARRIED

FINANCE: 11. a) Workshop Scheduling - Infrastructure

MOTION 22-07-502 **MOVED** by Councillor Wardley

That an Infrastructure Workshop be scheduled for October 17, 18, 2022.

CARRIED

MOTION 22-07-503 **MOVED** by Councillor Smith

That the October 11, 2022 Regular Council Meeting be moved to October 19, 2022.

CARRIED

FINANCE: 11. b) Financial Reports – January 1 – June 30, 2022

MOTION 22-07-504 **MOVED** by Councillor Wardley

That the financial reports for January 1 to June 30, 2022 be received for information.

CARRIED

FINANCE: 11. c) Expense Claims - Councillors

MOTION 22-07-505 **MOVED** by Councillor Wardley

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

CARRIED

FINANCE: 11. d) Expense Claims May and June – Members at Large

MOTION 22-07-506 **MOVED** by Councillor Braun

That the Member at Large expense claims for May and June 2022 be received for information.

CARRIED

**PROJECTS &
INFRASTRUCTURE: 12. a) Commercial Business Incentive Options**

MOTION 22-07-507 **MOVED** by Councillor Wardley

That administration bring back options for Commercial Business Incentive Options.

CARRIED

Reeve Knelsen recessed the meeting at 1:26 p.m. and reconvened at 1:30 p.m.

CLOSED MEETING

4. a) CLOSED MEETING

MOTION 22-07-508

MOVED by Councillor Bateman

That Council move into a closed meeting at 1:30 p.m. to discuss the following:

- 4.a) Mackenzie County Legal Status Update (FOIP, Div.2, Part 1, s. 23, 24, 25, 27)
- 4.b) Tallahassee Exploration Inc. 2022 Tax Levy (FOIP, Div.2, Part 1, s.24, 25, 27)
- 4.c) 2022 Bursary Applications – Extended June 30, 2022 (FOIP, Div.2, Part 1, s.17)
- 4.d) Leaders International – (FOIP, Div.2, Part 1, s.17)

CARRIED

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

- Reeve Knelsen
- Deputy Reeve Sarapuk
- Councillor Bateman
- Councillor Braun
- Councillor Cardinal
- Councillor Driedger
- Councillor Peters
- Councillor Smith
- Councillor Wardley

MOTION 22-07-509

MOVED by Councillor Wardley

That Council move out of a closed meeting at 3:49 p.m.

CARRIED

Reeve Knelsen recessed the meeting at 3:49 p.m. and reconvened at 4:00 p.m.

OPERATIONS: 13. a) None

UTILITIES: 14. a) None

PLANNING & DEVELOPMENT: 15. a) Development Statistics Report – January to June 2022

MOTION 22-07-510 MOVED by Councillor Braun

That the development statistics report for January to June 2022 be received for information.

CARRIED

PLANNING & DEVELOPMENT: 15. b) Municipal Development Plan Questionnaire (ADDITION)

MOTION 22-07-511 MOVED by Councillor Cardinal
Requires Unanimous

That the Municipal Development Plan Questionnaire be received for information.

CARRIED UNANIMOUSLY

ADMINISTRATION: 16. a) Review Policy FIN025 – Purchasing Policy

MOTION 22-07-512 MOVED by Councillor Wardley

That Policy FIN025 – Purchasing Policy be received for information.

CARRIED

ADMINISTRATION: 16. b) Future Advertising Options

MOTION 22-07-513 MOVED by Councillor Wardley

That Mackenzie County is unsure at this time whether or not to continue with the subscription and advertising contract with Mackenzie Report past the expiry of 2023.

CARRIED

ADMINISTRATION: 16. c) Alberta Municipalities (ABmunis) Convention

MOTION 22-07-514 MOVED by Deputy Reeve Sarapuk

That the following Councillors be authorized to attend the ABmunis Conference from September 20 – 23, 2022 in Calgary, Alberta:

1. Reeve Knelsen
2. Councillor Wardley
3. Councillor Cardinal

CARRIED

ADMINISTRATION: 16. d) 2022 Alberta Forest Products Association Annual General Meeting and Conference

MOTION 22-07-515 **MOVED** by Deputy Reeve Sarapuk

That the following Councillors be authorized to attend the Alberta Forest Products Association Conference from September 28 – 30, 2022 in Jasper, Alberta:

1. Reeve Knelsen
2. Councillor Cardinal
3. Councillor Braun
4. Councillor Smith
5. Councillor Wardley

CARRIED

COMMITTEE OF THE WHOLE ITEMS: 17. a) Disposal of Animal Carcasses Options

MOTION 22-07-516 **MOVED** by Councillor Braun

That administration communicate with Sunnybrook Sausages regarding disposal of animal carcasses and to advertise proper disposal processes.

CARRIED

COMMITTEE OF THE WHOLE ITEMS: 17. b) Fort Vermilion Grazing Reserve Improvement

MOTION 22-07-517 **MOVED** by Councillor Smith

That a letter be sent to the Minister of Agriculture, Forestry and Rural Economic Development in regards to the Fort Vermilion Grazing Reserve Improvement.

CARRIED

**COUNCIL
COMMITTEE
REPORTS:**

18. a) Council Committee Reports (verbal)

MOTION 22-07-518

MOVED by Councillor Bateman

That the Council Committee verbal reports be received for information.

CARRIED

**COMMITTEE OF THE
WHOLE ITEMS:**

17. c) Amend - Policy FIN029 Asset Disposal Policy

MOTION 22-07-519

MOVED by Councillor Wardley

That Policy FIN029 Asset Disposal Policy be amended as presented.

CARRIED

**COUNCIL
COMMITTEE
REPORTS:**

18. b) Municipal Planning Commission Minutes

MOTION 22-07-520

MOVED by Councillor Cardinal

That the unapproved Municipal Planning Commission meeting minutes of June 24, 2022 be received for information.

CARRIED

**COUNCIL
COMMITTEE
REPORTS**

18. c) Development AD HOC Meeting Minutes

MOTION 22-07-521

MOVED by Councillor Braun

That the unapproved Development Ad HOC meeting minutes of June 28, 2022 be received for information.

CARRIED

TENDERS:

5. a) Range Road 15-5 Request for Proposal

Evaluation Criteria	Weight	Points	Score
Project Bid Price	85%	85	60
Local	10%	10	10
Experience	5%	5	5
TOTAL	100%	100	75

MOTION 22-07-522 **MOVED** by Councillor Wardley

That the 2022 Capital Budget for the Range Road 15-5 Project be amended by \$300,000 with funding coming from Surface Water Management Reserve.

CARRIED

MOTION 22-07-523 **MOVED** by Councillor Bateman

That the Range Road 15-5 contract be awarded to the highest scoring, qualified bidder while staying within budget.

CARRIED

CLOSED MEETING **4. a) Mackenzie County Legal Status Update**

MOTION 22-07-524 **MOVED** by Councillor Bateman

That the Mackenzie County Legal Status Update Report be received for information.

CARRIED

CLOSED MEETING **4. b) Tallahassee Exploration Inc. 2022 Tax Levy**

MOTION 22-07-525 **MOVED** by Councillor Smith

That administration enter into a tax payment agreement with Tallahassee Exploration Inc. as discussed.

CARRIED

CLOSED MEETING **4. c) 2022 Bursary Applications – Extended June 30, 2022**

MOTION 22-07-526 **MOVED** by Councillor Braun

That Council awards five bursary recipients as discussed for the total amount of \$4,500, and allocate the remaining \$1,000 to the Bursary Reserve.

CARRIED

CLOSED MEETING

4. d) Leaders International (ADDITION)

MOTION 22-07-527
Requires Unanimous

MOVED by Councillor Driedger

That the Leaders International Update be received for information.

CARRIED UNANIMOUSLY

AGRICULTURE SERVICES:

9. a) Roadside Mowing Contractors Rate Increase Request

MOTION 22-07-528
Requires 2/3

MOVED by Councillor Bateman

That the 2022 Agricultural Operating Budget be amended by \$31,000 from the General Operating Reserve to fund budget shortage.

CARRIED

MOTION 22-07-529
Requires 2/3

MOVED by Councillor Bateman

That the 2022 Operating Budget be amended by \$15,400 (7%) for the Roadside Mowing Contracts with funding coming from the General Operating Reserve.

CARRIED

NOTICE OF MOTION:

20. a) None

NEXT MEETING DATE:

21. a) Next Meeting Dates

Committee of the Whole Meeting
August 16, 2022
10:00 a.m.
Fort Vermilion Chambers

Regular Council Meeting
August 17, 2022
10:00 a.m.
Fort Vermilion Council Chambers

ADJOURNMENT: 22. a) Adjournment

MOTION 22-07-530 MOVED by Councillor Cardinal

That the council meeting be adjourned at 5:21 p.m.

CARRIED

These minutes were approved at the August 17, 2022 Regular Council Meeting.

(Original Signed) _____
Joshua Knelsen
Reeve

(Original Signed) _____
Byron Peters
Interim Chief Administrative Officer

