

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Wednesday, March 29, 2023
10:00 a.m.**

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

PRESENT:

Josh Knelsen	Reeve
Walter Sarapuk	Deputy Reeve (virtual joined at 1:04 p.m.)
Jacquie Bateman	Councillor
Peter F. Braun	Councillor
Cameron Cardinal	Councillor
Darrell Derksen	Councillor
David Driedger	Councillor (virtual joined at 10:13 a.m.)
Garrell Smith	Councillor
Ernest Peters	Councillor
Lisa Wardley	Councillor (virtual)

REGRETS:

ADMINISTRATION:

Byron Peters	Interim Chief Administrative Officer/ Director of Projects and Infrastructure
Don Roberts	Director of Community Services
Jennifer Batt	Director of Finance
Michael Stamhuis	Interim Director of Operations
Louise Flooren	Manager of Legislative & Support Services/ Recording Secretary
Landon Driedger	Agricultural Fieldman
Colleen Sarapuk	Administrative Officer

ALSO PRESENT: Members of the Public
Kevin Hunt, Alberta Forestry, Wildfire Prevention Officer
Samantha Davies, Alberta Forestry, Wildfire Operations Officer

Minutes of the Regular Council Meeting for Mackenzie County held on March 29, 2023 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 23-03-264 **MOVED** by Councillor Cardinal

That the agenda be adopted with the following additions:

- 9. b) Dugout – Mackenzie Applied Research Association (MARA) Partnership
- 10. b) Dog Control

CARRIED

ADOPTION OF PREVIOUS MINUTES: **3. a) Minutes of the March 7, 2023 Regular Council Meeting**

MOTION 23-03-265 **MOVED** by Councillor Peters

That the minutes of the March 7, 2023 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 23-03-266 **MOVED** by Councillor Derksen

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

- 4. a) Organizational Chart (*FOIP Sections 17*)
- 4. b) Legal (*FOIP Sections 23, 24, 25 and 27*)

CARRIED

Councillor Driedger joined the meeting at 10:13 a.m.

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

- All Councillors Present excluding Deputy Reeve Sarapuk
- Bryon Peters, Interim Chief Administrative Officer/Director of Projects and Infrastructure
- Jennifer Batt, Director of Finance

- Louise Flooren, Manager of Legislative & Support Services/ Recording Secretary

MOTION 23-03-267 **MOVED** by Councillor Peters

That Council move out of a closed meeting at 10:59 a.m.

CARRIED

Reeve Knelsen recessed the meeting at 11:00 a.m. and reconvened the meeting at 11:07 a.m.

TENDERS: **5. a) Roadside Mowing**

MOTION 23-03-268 **MOVED** by Councillor Cardinal

That the Roadside Mowing Tenders – Envelope #1 be opened.

CARRIED

Bidder	Qualifying Documents
Northwest Mowing	All required documents included.
Cross Country Mowing	All required documents included.

MOTION 23-03-269 **MOVED** by Councillor Peters

That the Roadside Mowing Tenders - Envelope #2 be opened for the qualified bidders.

CARRIED

Completion Date: August 15

Contractor		HL/Zama	RLN/FV	LC/ 88 Conn.	BHP/ Tompkins
Northwest Mowing	2023	-	\$76,075	\$48,535	-
	2024	-	\$61,455	\$102,000	-
	2025	-	\$79,880	\$50,960	-
	2026	-	\$64,530	\$107,100	-
	Total	-	\$281,940	\$308,595	-
Cross Country Mowing	2023	\$143,500	-	\$36,000	-
	2024	\$51,000	-	\$81,500	-
	2025	\$142,500	-	\$36,000	-
	2026	\$51,000	-	\$81,500	-
	Total	\$389,000	-	\$235,000	-

Optional Bid- Completion Date: September 30

Contractor		HL/Zama	RLN/FV	LC/ 88 Conn.	BHP/ Tompkins
Cross	2023	\$142,850	-	-	-
Country	2024	\$51,000	-	-	-
Mowing	2025	\$142,850	-	-	-
	2026	\$51,000	-	-	-
	Total	\$387,700	-	-	-

MOTION 23-03-270 **MOVED** by Councillor Cardinal

That administration review the Roadside Mowing Tenders and bring back recommendations later in the meeting.

CARRIED

TENDERS: **5. b) Agricultural Land Lease – Plan 1020707; Block 1; Lot 2 (Buffalo Head Truck Fill Station)**

None.

TENDERS: **5. c) Agricultural Land Lease – NW 14-106-15-W5M (La Crete Lagoon)**

MOTION 23-03-271 **MOVED** by Councillor Derksen

That the Agricultural Land Lease for NW 14-106-15-W5M (La Crete Lagoon) Request for Proposals be opened.

CARRIED

Bidder	Bid Amounts
Jake Reimer	\$300/year
Frank Neustaeter	\$200/year

MOTION 23-03-272 **MOVED** by Councillor Smith

That the Agricultural Land Lease for NW 14-106-15-W5M (La Crete Lagoon) be awarded to the highest bidder.

CARRIED

TENDERS: **5. d) Review of Proposals – Crack Filling 2023**

MOTION 23-03-273 **MOVED** by Councillor Derksen

That the Proposals for Crack Filling 2023 – Envelope #1 be opened.

CARRIED

Bidder	Qualifying Documents
Crosslane Asphalt Maintenance Ltd.	All required documents included.
Marshall Lines	Not all required documents included.

MOTION 23-03-274 **MOVED** by Councillor Bateman

That the unqualified Proposals for Crack Filling 2023 be returned to the senders without opening Envelope #2.

CARRIED

MOTION 23-03-275 **MOVED** by Councillor Cardinal

That the Proposals for Crack Filling 2023 - Envelope #2 be opened for the qualified proponents.

CARRIED

Bidder	Qualifying Documents
Crosslane Asphalt Maintenance Ltd.	All required documents included.

MOTION 23-03-276 **MOVED** by Councillor Derksen

That Administration review the qualified Proposals for the 2023 Crack Filling and bring back recommendations later in the meeting.

CARRIED

TENDERS: **5. e) Review of Proposals – Line Painting 2023**

MOTION 23-03-277 **MOVED** by Councillor Braun

That the Proposals for Line Painting 2023 – Envelope #1 be opened.

CARRIED

Bidder	Qualifying Documents
AAA Striping	All required documents included.
Lafrentz Road Marking	Not all required documents included.
Checkmark Services Ltd.	All required documents included.

MOTION 23-03-278 **MOVED** by Councillor Braun

That the unqualified Proposals for Line Painting 2023 be returned to the senders without opening Envelope #2.

CARRIED

MOTION 23-03-279 **MOVED** by Councillor Peters

That the Proposals for Line Painting 2023 - Envelope #2 be opened for the qualified proponents.

CARRIED

Bidder	Qualifying Documents
AAA Striping	All required documents included.
Checkmark Services Ltd.	All required documents included.

MOTION 23-03-280 **MOVED** by Councillor Cardinal

That Administration review the qualified Proposals for the 2023 Line Painting and bring back recommendations later in the meeting.

CARRIED

DELEGATIONS: **7. a) Alberta Forestry – Kevin Hunt, Wildfire Prevention Officer**

Reeve Knelsen recessed the meeting at 12:00 p.m. and reconvened the meeting at 12:31 p.m.

MOTION 23-03-281 **MOVED** by Councillor Smith

That the presentation from Alberta Forestry be received for information.

CARRIED

TENDERS: 5. f) Machesis Lake Campground Caretaker

None.

MOTION 23-03-282 MOVED by Councillor Peters.

That the Machesis Lake Campground Caretaker Proposal be re-advertised.

CARRIED

TENDERS: 5. g) Wadlin Lake Campground Caretaker

MOTION 23-03-283 MOVED by Councillor Derksen

That Wadlin Lake Campground Caretaker Proposal be opened.

CARRIED

Bidder	Qualifying Documents
Jake & Rebecca Gerbrandt	All required documents included.

MOTION 23-03-284 MOVED by Councillor Bateman

That the Wadlin Lake Campground Caretaker Proposal be rejected and re-advertised.

CARRIED

CLOSED MEETING: 4. a) Organizational Chart

MOTION 23-03-285 MOVED by Councillor Bateman

That the Organizational Chart be brought back to the April 4, 2023 Regular Council Meeting.

CARRIED

CLOSED MEETING: 4. b) Legal

MOTION 23-03-286 MOVED by Councillor Bateman

That the Legal discussed be received for information.

CARRIED

**PUBLIC HEARINGS: 6. a) Land Use Bylaw Amendment to Rezone Plan 972
 3735, Lot 2 from Rural Country Residential 1 “RCR1”
 to Agricultural “A”**

Deputy Reeve Sarapuk joined the meeting virtually at 1:04 p.m.

Reeve Knelsen called the public hearing for Land Use Bylaw Amendment to order at 1:04 p.m.

Reeve Knelsen asked if the public hearing for proposed Land Use Bylaw Amendment was properly advertised. Byron Peters, Interim Chief Administrative Officer/Director of Projects & Infrastructure 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 972 3735, Lot 2 from Rural Country Residential 1 “RCR1” to Agricultural “A”.

Byron Peters, Interim Chief Administrator/Director of Projects & Infrastructure presented the following:

Administration has received a request to rezone Plan 972 3735, Lot 2 from Rural Country Residential 1 “RCR1” to Agricultural “A”. This lot is 9.09 acres and is located in rural High Level.

The land owner purchased the lot in 2013 with the belief that it was zoned Agricultural “A” and recently discovered that it had been rezoned to Rural Country Residential 1 “RCR1” in 1997.

The land owner wishes to rezone back to Agricultural “A” as she would like have livestock on the property that is more than what is permitted within the Rural Country Residential 1 “RCR1” zoning.

Currently this lot contains a large cabin/dwelling and a dug out.

The remainder of the quarter section consists of 9 acres zoned Agricultural with a residential yard site, 68 acres zoned Forestry that is vacant and 58 acres zoned Rural Country Residential 1 that is also vacant.

This rezoning meets the current regulations in the Land Use Bylaw.

Proposed Bylaw 1281-23 was presented to the Municipal Planning Commission on February 9, 2023 where the following motion was made:

MPC 23-02-019 MOVED by Andrew O'Rourke

That the Municipal Planning Commission recommend to Council to approve Bylaw 12xx-23 being a Land Use Bylaw

Amendment to rezone Plan 972 3735, Lot 2 from Rural Country Residential 1 "RCR1" to Agricultural "A", subject to public hearing input.

CARRIED

The proposed Bylaw was presented for first reading by Council on February 28, 2023 where the following motion was made:

MOTION 23-02-188 MOVED by Councillor Wardley

That first reading be given to Bylaw 1281-23 being a Land Use Bylaw Amendment to rezone Plan 972 3735; Lot 2 from Rural Country Residential 1 "RCR1" to Agricultural "A", subject to public hearing input.

CARRIED

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 Land Use Bylaw Amendment.
There were no submissions.

Reeve Knelsen asked if there was anyone present who would like to speak in regards to the proposed Land Use Bylaw Amendment.
There was no one present to speak to the proposed bylaw.

Reeve Knelsen closed the public hearing for the Land Use Bylaw Amendment at 1:05 p.m.

MOTION 23-03-287 **MOVED** by Councillor Bateman

That second reading be given to Bylaw 1281-23 being a Land Use Bylaw Amendment to rezone Plan 972 3735, Lot 2 from Rural Country Residential 1 "RCR1" to Agricultural "A", in order to accommodate additional livestock.

CARRIED

MOTION 23-03-288 **MOVED** by Councillor Braun

That third reading be given to Bylaw 1281-23 being a Land Use Bylaw Amendment to rezone Plan 972 3735, Lot 2 from Rural Country Residential 1 "RCR1" to Agricultural "A", in order to accommodate additional livestock.

CARRIED

**GENERAL
REPORTS:**

8. a) Mitigation

MOTION 23-03-289 **MOVED** by Councillor Derksen

That the Mitigation discussion be received for information.

CARRIED

**AGRICULTURE
SERVICES:**

9. a) Veterinary Services Incorporated Subsidy Increase

MOTION 23-03-290 **MOVED** by Deputy Reeve Sarapuk
Requires 2/3

That the 2023 operating budget be amended by \$8,400 for the Veterinary Services Incorporated program with funding coming from the General Operating Reserve.

CARRIED

DELEGATIONS:

7. b) Ray Toews – Renaming of the La Crete Airport (1:15 p.m.)

None.

**AGRICULTURE
SERVICES:**

**9. b) Dugout – Mackenzie Applied Research Association
(MARA) Partnership (ADDITION)**

MOTION 23-03-291
Requires Unanimous

MOVED by Councillor Peters

That Councillor Smith be authorized to approach Mackenzie Applied Research Association with options concerning the dugout.

CARRIED UNANIMOUSLY

**COMMUNITY
SERVICES:**

**10. a) Appointment of Deputy Fire Chief – La Crete Fire
Department**

MOTION 23-03-292

MOVED by Councillor Cardinal

That Samuel Peters be appointed as the La Crete Deputy Fire Chief for a 2-year term, effective March 29, 2023

CARRIED

**COMMUNITY
SERVICES:**

10. b) Dog Control (ADDITION)

MOTION 23-03-293
Requires Unanimous

MOVED by Councillor Wardley

That administration write a letter to Tall Cree First Nation regarding the stray dog concerns in Fort Vermilion.

CARRIED UNANIMOUSLY

FINANCE:

11. a) Fort Vermilion Seniors Center – Funding Request

MOTION 23-03-294

MOVED by Councillor Wardley

That Mackenzie County denies the Fort Vermilion Seniors Centre funding request.

CARRIED

FINANCE:

**11. b) Disaster Recovery Program - 2022 Overland Flood
Application Approval**

MOTION 23-03-295

MOVED by Councillor Braun

Disaster Recovery Program - 2022 Overland Flood approval report be received for information.

CARRIED

Reeve Knelsen recessed the meeting at 1:46 p.m. and reconvened the meeting at 1:57 p.m.

FINANCE: 11. c) Disaster Recovery Program – 2020 Update March Report

MOTION 23-03-296 MOVED by Councillor Derksen

That the 2020 Disaster Recovery Program March 2023 update report be received for information.

CARRIED

FINANCE: 11. d) Councillor Expense Claims

MOTION 23-03-297 MOVED by Councillor Braun

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

CARRIED

FINANCE: 11. e) Members at Large Expense Claims

MOTION 23-03-298 MOVED by Councillor Wardley

That the Member at Large Expense Claims for February/March 2023 be received for information.

CARRIED

TENDERS: 5. d) Review of Proposals – Crack Filling 2023

MOTION 23-03-299 MOVED by Councillor Bateman

That the Proposals for Crack Filling 2023 be awarded to the highest scoring proponent while staying within budget.

CARRIED

Evaluation Criteria	Mark (%)	Points Available	Crosslane Asphalt Maintenance Ltd.
Project Bid Price	85%	85	85
Local	10%	10	10
Experience	5%	5	5
Total Points Available	100%	100	100

TENDERS:**5. e) Review of Proposals – Line Painting 2023****MOTION 23-03-300****MOVED** by Councillor Braun

That the Proposals for Line Painting 2023 be awarded to the highest scoring proponent while staying within budget.

CARRIED

Evaluation Criteria	Mark (%)	Points Available	Checkmark Services Ltd.	AAA Striping
Project Bid Price	85%	85	85	65
Local	10%	10	10	0
Experience	5%	5	4	4
Total Points Available	100%	100	99	69

PROJECTS & INFRASTRUCTURE:**12. a) 2023 One Time Project Budget Amendment – Recreational Dispositions****MOTION 23-03-301****MOVED** by Councillor Wardley

That the 2023 One Time Project Budget be amended by \$125,000 to include Recreational Dispositions, with funding coming from the General Operating Reserve.

CARRIED**OPERATIONS:****13. a) Amend - Policy PW009 Dust Control****MOTION 23-03-302****MOVED** by Councillor Bateman

That policy PW009 Dust Control be amended as presented.

CARRIED**OPERATIONS:****13. b) Proposal Awarding – Range Road 154 from TWP 1084 to TWP 1090**

MOTION 23-03-303 **MOVED** by Councillor Bateman

That the Range Road 154 from TWP Road 1084 to TWP Road 1090 project be awarded to the highest scoring proponent while staying within budget.

CARRIED

OPERATIONS: **13. c) Proposal Awarding - Township Road 1102 From Range Road 184 to Range Road 190**

MOTION 23-03-304 **MOVED** by Councillor Braun

That the Township Road 1102 from Range Road 184 to Range Road 190 project be awarded to highest scoring proponent while staying within budget.

CARRIED

OPERATIONS: **13. d) Lambert Point Road Ditch Repair**

MOTION 23-03-305 **MOVED** by Councillor Bateman

That the Lambert Point Road Ditch Repair report be received for information.

CARRIED

UTILITIES: **14. a) None**

PLANNING & DEVELOPMENT: **15. a) Bylaw 1284-23 Land Use Bylaw Amendment to Rezone Plan 952 3371, Block 11, Lot 16 from Hamlet Residential 1A "H-R1A" to Institutional "I"**

MOTION 23-03-306 **MOVED** by Councillor Bateman

That first reading be given to Bylaw 1284-23 being a Land Use Bylaw Amendment to rezone Plan 952 3371, Block 11, Lot 16 from Hamlet Residential 1A "H-R1A" to Institutional "I", subject to public hearing input.

CARRIED

PLANNING & DEVELOPMENT: **15. b) Bylaw 1285-23 Land Use Bylaw Amendment to Rezone Plan 952 3371, Block 11, Lot 15 from Hamlet Residential 1A "H-R1A" to Institutional "I"**

MOTION 23-03-307 **MOVED** by Councillor Braun

That first reading be given to Bylaw 1285-23 being a Land Use Bylaw Amendment to rezone Plan 952 3371, Block 11, Lot 15 from Hamlet Residential 1A “H-R1A” to Institutional “I”, subject to public hearing input.

CARRIED

PLANNING & DEVELOPMENT: **15. c) Bylaw 1286-23 Land Use Bylaw Amendment to Rezone Plan 952 3371, Block 11, Lot 14 from Hamlet Residential 1A “H-R1A” to Institutional “I”**

MOTION 23-03-308 **MOVED** by Councillor Braun

That first reading be given to Bylaw 1286-23 being a Land Use Bylaw Amendment to rezone Plan 952 3371, Block 11, Lot 14 from Hamlet Residential 1A “H-R1A” to Institutional “I”, subject to public hearing input.

CARRIED

PLANNING & DEVELOPMENT: **15. d) Bylaw 1287-23 Land Use Bylaw Amendment to Rezone Plan 752 1580, Block 11, Lot 5 from Hamlet Residential 1B “H-R1B” to Institutional “I”**

MOTION 23-03-309 **MOVED** by Councillor Wardley

That first reading be given to Bylaw 1287-23 being a Land Use Bylaw Amendment to rezone Plan 752 1580, Block 11, Lot 5 from Hamlet Residential 1B “H-R1B” to Institutional “I”, subject to public hearing input.

CARRIED

PLANNING & DEVELOPMENT: **15. e) Bylaw 1289-23 Land Use Bylaw Amendment to Rezone Part of SE 10-106-15-W5M from Recreational 1 “REC1” to Hamlet Country Residential “H-CR”.**

MOTION 23-03-310 **MOVED** by Councillor Derksen

That first reading be given to Bylaw 1289-23 being a Land Use Bylaw Amendment to rezone Part of SE 10-106-15-W5M, subject to public hearing input.

CARRIED

**PLANNING &
DEVELOPMENT:**

15. f) Bylaw 1290-23 Land Use Bylaw Amendment to Rezone Part of SE 10-106-15-W5M from Recreational 1 “REC1” to Hamlet Country Residential “H-CR”.

MOTION 23-03-311

MOVED by Councillor Peters

That first reading be given to Bylaw 1290-23 being a Land Use Bylaw Amendment to rezone Part of SE 10-106-15-W5M, subject to public hearing input.

CARRIED

ADMINISTRATION:

16. a) None

**COMMITTEE OF THE
WHOLE ITEMS:**

17. a) Business Arising out of Committee of the Whole

None.

**COMMITTEE OF THE
WHOLE ITEMS:**

17. b) Amend Policy FIN026 Tangible Capital Assets Accounting

MOTION 23-03-312

MOVED by Councillor Bateman

That Policy FIN026 Tangible Capital Assets Accounting be amended as presented.

CARRIED

**COMMITTEE OF THE
WHOLE ITEMS:**

17. c) Amend – Policy ADM042 General Safety

MOTION 23-03-313

MOVED by Councillor Bateman

That Policy ADM042 General Safety be amended as presented at the Committee of the Whole Meeting.

CARRIED

**COUNCIL
COMMITTEE
REPORTS:**

18. a) Council Committee Reports (verbal)

MOTION 23-03-314

MOVED by Councillor Peters

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

CARRIED

TENDERS:

5. a) Roadside Mowing

MOTION 23-03-315

MOVED by Councillor Derksen

That the Roadside Mowing contract awarding be TABLED to the April 4, 2023 Regular Council Meeting.

CARRIED

**COUNCIL
COMMITTEE
REPORTS:**

18. b) Municipal Planning Commission Meeting Minutes

MOTION 23-03-316

MOVED by Councillor Smith

That the unapproved Municipal Planning Commission meeting minutes of March 9, 2023 be received for information.

CARRIED

**INFORMATION/
CORRESPONDENCE:**

19. a) Information/Correspondence

MOTION 23-03-317

MOVED by Councillor Braun

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

CARRIED

CLOSED MEETING:

4. a) Closed Meeting

MOTION 23-03-318

MOVED by Councillor Bateman

That Council move into a closed meeting at 3:36 p.m. to discuss the following:

4. b) Legal (*FOIP Sections 23, 24, 25 and 27*)

CARRIED

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

- All Councillors Present
- Bryon Peters, Interim Chief Administrative Officer/Director of Projects and Infrastructure
- Jennifer Batt, Director of Finance
- Louise Flooren, Manager of Legislative & Support Services/ Recording Secretary

MOTION 23-03-319 **MOVED** by Councillor Smith

That Council move out of a closed meeting at 3:47 p.m.

CARRIED

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

NEXT MEETING DATES: **21. a) Next Meeting Dates**

Regular Council Meeting
April 04, 2023
10:00 a.m.
Fort Vermilion Council Chambers

Committee of the Whole
April 25, 2023
10:00 a.m.
Fort Vermilion Council Chambers

ADJOURNMENT: **22. a) Adjournment**

MOTION 23-03-320 **MOVED** by Councillor Derksen

That the Council meeting be adjourned at 3:48 p.m.

CARRIED

These minutes were approved at the April 04, 2023 Regular Council Meeting.

(original signed)

Josh Knelsen
Reeve

(original signed)

Byron Peters
Interim Chief Administrative Officer

