

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Wednesday, April 26, 2023
10:00 a.m.**

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

PRESENT:

Josh Knelsen	Reeve
Walter Sarapuk	Deputy Reeve
Jacque Bateman	Councillor
Peter F. Braun	Councillor
Cameron Cardinal	Councillor
Darrell Derksen	Councillor
David Driedger	Councillor
Garrell Smith	Councillor
Lisa Wardley	Councillor
Ernest Peters	Councillor (virtual arrived at 11:01 a.m. left the meeting at 1:55 p.m.)

REGRETS:

ADMINISTRATION:

Byron Peters	Interim Chief Administrative Officer/ Director of Projects and Infrastructure
Don Roberts	Director of Community Services
Caitlin Smith	Director of Planning and Agriculture
John Zacharias	Director of Utilities
Michael Stamhuis	Interim Director of Operations
Louise Flooren	Manager of Legislative & Support Services/ Recording Secretary
Jannelle Veenstra	Finance Controller
Landon Driedger	Agricultural Fieldman

ALSO PRESENT: Grade 6 Students, Ridgeview School
Members of the Public

Minutes of the Regular Council Meeting for Mackenzie County held on April 26, 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 23-04-361 MOVED by Councillor Cardinal

That the agenda be approved with following additions:

- 8. a) Director Reports
- 15. b) Salvage Yard Development

CARRIED

ADOPTION OF PREVIOUS MINUTES: 3. a) Minutes of the April 4, 2023 Regular Council Meeting

MOTION 23-04-362 MOVED by Councillor Wardley

That the minutes of the April 4, 2023 Regular Council Meeting be adopted as presented.

CARRIED

ADOPTION OF PREVIOUS MINUTES: 3. b) Business Arising out of the Minutes

None.

DELEGATIONS: 7. a) Ridgeview School – Grade 6 Students

The Ridgeview Grade 6 class elected Hailey Peters as their Junior Reeve prior to attending the Regular Council Meeting.

The grade 6 students were given an opportunity to present questions to Council, these included:

- *What is the annual budget for Mackenzie County?*
- *What is the job of a councillor?*
- *How does the reeve get picked?*
- *Why is our county a Specialized Municipality?*
- *What jobs are available in the county right now?*
- *How old do you have to be to get a summer job with the county?*
- *How many people does each ward represent?*
- *What is the quorum for this council?*
- *Do you get paid to be a councillor?*
- *What projects are being worked on in the county and for La Crete right now?*

- *How do you figure out how much taxes people pay for their homes and businesses?*
- *Where does most of the money raised in taxes get spent?*
- *Can we start a petition to get a new addition to the skateboard park in La Crete?*
- *Do we have bylaw officers in this county?*
- *Is the building in front of the school going to be a restaurant?*
- *What are you going to do with the old subway?*
- *How much would it cost to make that new subway?*
- *Do you know when we are getting the hospital?*
- *Why do you want to become a Councillor?*
- *How hard would it be to get a Tim Horton's?*
- *What happened to the pool idea?*
- *How much will the hospital cost?*
- *If we got a pool would the taxes be raised and how much?*

Reeve Knelsen recessed the meeting at 11:09 a.m. and reconvened the meeting at 11:19 a.m.

TENDERS:

5. a) Roadside Mowing

MOTION 23-04-363

MOVED by Councillor Braun

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 23-04-364

MOVED by Councillor Smith

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

CARRIED

Option 1: Alternating Full & Single Pass Mow

Contractor		HL/Zama	RLN/FV	BHP/ Tompkins
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North West Mowing	2023	\$106,150	\$69,825	\$45,600
	2024	\$49,500	\$55,100	\$95,950
	2025	\$111,455	\$73,315	\$47,880
	2026	\$51,975	\$57,855	\$100,745
	Total	\$319,080	\$256,095	\$290,175
Cross Country Mowing	2023	\$129,000		
	2024	\$57,500		
	2025	\$129,000		
	2026	\$57,500		
	Total	\$373,000		

Option 2: Single Pass Mow Only

Contractor		HL/Zama	RLN/FV	BHP/ Tompkins
North West Mowing	2023	\$51,750		
	2024	\$53,045		
	2025	\$54,370		
	2026	\$55,730		
	Total	\$214,895		
Cross Country Mowing	2023	\$57,500	\$46,000	
	2024	\$57,500	\$46,000	
	2025	\$57,500	\$46,000	
	2026	\$57,500	\$46,000	
	Total	\$230,000	\$184,000	

MOTION 23-04-365

MOVED by Councillor Derksen

That administration review the Roadside Mowing Tender and bring back findings later in the meeting.

CARRIED

TENDERS:

5. b) Machesis Lake Campground Caretaker

None.

MOTION 23-04-366

MOVED by Councillor Derksen

That administration be authorized to hire/contract the Machesis Lake Campground Caretaker while staying within budget.

CARRIED

TENDERS:

5. c) Wadlin Lake Campground Caretaker

MOTION 23-04-367

MOVED by Councillor Driedger

That Wadlin Lake Campground Caretaker Tender – Envelope 1 be opened.

CARRIED

Bidder	Qualifying Documents
Jake Gerbrandt	All required documents included.

MOTION 23-04-368 **MOVED** by Councillor Smith

That the Wadlin Lake Campground Caretaker Tender be TABLED to later in the meeting.

CARRIED

PUBLIC HEARINGS: 6. a) None

DELEGATIONS: 7. b) **Delegation - 2022 Audited Financial Statement (DRAFT)**

MOTION 23-04-369 **MOVED** by Deputy Reeve Sarapuk

That the 2022 Audited Financial Statements and Financial Information Return be approved as presented.

CARRIED

Reeve Knelsen recessed the meeting at 12:24 p.m. and reconvened the meeting at 1:21 p.m.

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

MOTION 23-04-370 **MOVED** by Councillor Wardley

That the Roadside Mowing contract Option 1 be awarded to the lowest bidder while staying within budget.

CARRIED

TENDERS: 5. c) **Wadlin Lake Campground Caretaker**

MOTION 23-04-371 **MOVED** by Councillor Derksen

That the Wadlin Lake Campground Caretaker Tender be awarded to the lowest qualified bidder for a one year term.

CARRIED

**AGRICULTURE
SERVICES:**

9. a) None

**COMMUNITY
SERVICES:**

**10. a) Bylaw 1291-23 to Amend the Hamlet Residential
Waste Collection Bylaw**

MOTION 23-04-372

MOVED by Councillor Wardley

That first reading be given to Bylaw 1291-23 being a Hamlet Residential Waste Collection bylaw Amendment to revise Schedule "1" La Crete residential map and the addition of Schedule "2" Fort Vermilion residential map.

CARRIED

MOTION 23-04-373

MOVED by Deputy Reeve Sarapuk

That second reading be given to Bylaw 1291-23 being a Hamlet Residential Waste Collection bylaw Amendment to revise Schedule "1" La Crete residential map and the addition of Schedule "2" Fort Vermilion residential map.

CARRIED

MOTION 23-04-374
Requires Unanimous

MOVED by Councillor Braun

That consideration be given to go to third and final reading of Bylaw 1291-23 being a Hamlet Residential Waste Collection bylaw Amendment to revise Schedule "1" La Crete residential map and the addition of Schedule "2" Fort Vermilion residential map.

CARRIED UNANIMOUSLY

MOTION 23-04-375

MOVED by Councillor Cardinal

That third and final reading be given to Bylaw 1291-23 being a Hamlet Residential Waste Collection bylaw Amendment to revise Schedule "1" La Crete residential map and the addition of Schedule "2" Fort Vermilion residential map.

CARRIED

COMMUNITY SERVICES: 10. b) Fort Vermilion Recreation Society – Emergent Funding Request – Boiler

CLOSED MEETING: 4. Closed Meeting

MOTION 23-04-376 **MOVED** by Councillor Wardley

That Council move into a closed meeting at 1:45 p.m. to discuss the following:

10.b) Fort Vermilion Recreation Society – Emergent Funding Request – Boiler (*FOIP Sections 23,24 and 17*)

CARRIED

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

- All Councillors Present
- Byron Peters, Interim Chief Administrative Officer/Director of Projects and Infrastructure
- Don Roberts, Director of Community Services
- Caitlin Smith, Director of Planning and Agriculture
- John Zacharias, Director of Utilities
- Michael Stamhuis, Interim Director of Operations
- Louise Flooren, Manager of Legislative & Support Services/ Recording Secretary

Councillor Peters left the meeting virtually at 1:55 p.m.

MOTION 23-04-377 **MOVED** by Councillor Derksen

That Council move out of a closed meeting at 2:13 p.m.

CARRIED

MOTION 23-04-378 **MOVED** by Councillor Bateman
Requires 2/3

That the 2023 Capital budget be amended by \$13,474 for Boiler Replacement at the Fort Vermilion Complex with the funding coming from the General Capital Reserve.

CARRIED

MOTION 23-04-379
Requires 2/3

MOVED by Councillor Braun

That the 2023 One Time budget be amended by \$14,776 for the emergent repairs to the Fort Vermilion Boiler 2 with funding coming from the Grants to Other Organizations Reserve.

CARRIED

MOTION 23-04-380

MOVED by Councillor Bateman

That administration look at an alternative solution for the installation system of an enclosed heating system at the Fort Vermilion Recreation Center.

CARRIED

COMMUNITY SERVICES:

10. c) Fort Vermilion Recreation Society - Emergent Funding Request – Compressor Repair

MOTION 23-04-381
Requires 2/3

MOVED by Councillor Wardley

That the 2023 One Time Project Budget be amended by \$16,144 for the Fort Vermilion Recreation Society Compressor repair, with funding coming from the Fort Vermilion Recreation Reserve.

CARRIED

COMMUNITY SERVICES:

10. d) Spring Hamlet Clean-up Campaign

MOTION 23-04-382

MOVED by Councillor Derksen

That Administration reach out to Non Profit Organizations requesting proposals for a Spring Hamlet Cleanup Campaign and offer a “One Day” Free disposal at all transfer stations including the Mackenzie Regional Landfill.

CARRIED

FINANCE:

11. a) 2023 Operating Budget Amendment

MOTION 23-04-383
Requires 2/3

MOVED by Councillor Bateman

That the 2023 Operating Budget be amended to include various Tracking Sheet 8 changes.

CARRIED

Reeve Knelsen recessed the meeting at 2:18 p.m. and reconvened the meeting at 2:26 p.m.

UTILITIES:

14. a) Bylaw 1294-23 Water and Sewer Bylaw

MOTION 23-04-384

MOVED by Councillor Wardley

That first reading be given to Bylaw 1294-23 being the Water and Sewer Bylaw for Mackenzie County.

CARRIED

MOTION 23-04-385

MOVED by Councillor Bateman

That second reading be given to Bylaw 1294-23 being the Water and Sewer Bylaw for Mackenzie County.

CARRIED

MOTION 23-04-386

Requires Unanimous

MOVED by Councillor Smith

That consideration be given to go to third reading of Bylaw 1294-23 being the Water and Sewer Bylaw for Mackenzie County.

CARRIED UNANIMOUSLY

MOTION 23-04-387

MOVED by Councillor Bateman

That third and final reading be given to Bylaw 1294-23 being the Water and Sewer Bylaw for Mackenzie County.

CARRIED

UTILITIES:

14. b) Policy UT006 Rural Potable Water Servicing Agreement

MOTION 23-04-388

MOVED by Councillor Bateman

That the Rural Potable Water Servicing Agreement be amended as presented.

CARRIED

**PLANNING &
DEVELOPMENT:**

15. a) Development Statistics Report – January to March 2023

MOTION 23-04-389

MOVED by Councillor Wardley

That the development statistics report for January to March 2023 be received for information.

CARRIED

**GENERAL
REPORTS:**

8. a) Director Reports (ADDITION)

MOTION 23-04-390
Requires Unanimous

MOVED by Councillor Cardinal

That Director Reports be presented on a monthly basis.

CARRIED UNANIMOUSLY

CLOSED MEETING:

4. Closed Meeting

MOTION 23-04-391

MOVED by Councillor Driedger

That Council move into a closed meeting at 2:49 p.m. to discuss the following:

- 4.a) Town of High Level Annexation Application (*FOIP Section 21, and 23*)
- 4.b) TWP RD 1050 (27 Baseline) Road Reconstruction (*FOIP Section 23, and 24*)
- 4.c) Out of Scope Contracts (*FOIP Section 23, 24, & 27*)

CARRIED

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

- All Councillors Present excluding Councillor Peters
- Byron Peters, Interim Chief Administrative Officer/Director of Projects and Infrastructure
- Caitlin Smith, Director of Planning and Agriculture
- Michael Stamhuis, Interim Director of Operations
- Louise Flooren, Manager of Legislative & Support Services/ Recording Secretary

Caitlin Smith, Director of Planning and Agriculture and Michael Stamhuis, Interim Director of Operations left the meeting at 3:12 p.m.

MOTION 23-04-392 **MOVED** by Deputy Reeve Sarapuk

That Council move out of a closed meeting at 3:34 p.m.

CARRIED

CLOSED MEETING: **4. a) Town of High Level Annexation Application**

MOTION 23-04-393 **MOVED** by Councillor Bateman

That all references to protecting the tributary and outflows of Footner Lake be removed from the Town of High Level's Annexation Application.

CARRIED

MOTION 23-04-394 **MOVED** by Councillor Bateman

That Council confirms the Annexation Application accurately reflects the inter-municipal negotiations between Mackenzie County and the Town of High Level, which includes the Service Transition Plan and Conditions subject to the removal all references to protecting the tributary and outflows of Footner Lake.

CARRIED

CLOSED MEETING: **4. b) TWP RD 1050 (27 Baseline) Road Reconstruction**

MOTION 23-04-395 **MOVED** by Councillor Braun

That administration be authorized to enter into a contract with Northern Road Builders Ltd. as discussed for the TWP RD 1050 (27 baseline) capital project.

CARRIED

CLOSED MEETING **4.c) Out of Scope Contracts**

MOTION 23-04-396 **MOVED** by Councillor Wardley

That the Out of Scope Contracts discussion be received for information.

CARRIED

FINANCE:

11. b) Bylaw 1293-23 2023 Tax Rate

MOTION 23-04-397
Requires 2/3

MOVED by Councillor Wardley

That first reading be given to Bylaw 1293-23 being the 2023 Tax Rate bylaw for Mackenzie County.

CARRIED

MOTION 23-04-398
Requires 2/3

MOVED by Councillor Braun

That second reading be given to Bylaw 1293-23 being the 2023 Tax Rate bylaw for Mackenzie County.

CARRIED

MOTION 23-04-399
Requires Unanimous

MOVED by Councillor Driedger

That consideration be given to go to third reading of Bylaw 1293-23 being the 2023 Tax Rate bylaw for Mackenzie County, at this meeting.

CARRIED UNANIMOUSLY

MOTION 23-04-400
Requires 2/3

MOVED by Councillor Cardinal

That third reading be given to Bylaw 1293-23 being the 2023 Tax Rate bylaw for Mackenzie County.

CARRIED

FINANCE:

11. c) Quarterly Financial Reports – January 1 – March 31, 2023

MOTION 23-04-401

MOVED by Councillor Braun

That the quarterly financial reports for January to March 31, 2023 be received for information.

CARRIED

FINANCE: 11. d) Conditional Grant Agreement – Interest Revenue

MOTION 23-04-402 **MOVED** by Councillor Cardinal

Requires 2/3

That the 2023 Capital Budget be amended by \$103,316 for the FV – Flood Mitigation project for interest earned in the third quarter of 2022, and first quarter of 2023.

CARRIED

FINANCE: 11. e) La Crete Recreation Society – Indoor Ice Arena Capital Projects

MOTION 23-04-403 **MOVED** by Councillor Braun

Requires 2/3

That the 2023 Capital Budget be amended by \$67,500 for the La Crete Recreation Society Indoor Ice Rink project with all funding coming from public donations.

CARRIED

FINANCE: 11. f) Fort Vermilion Recreation Society Operating Grant Follow up

MOTION 23-04-404 **MOVED** by Councillor Cardinal

Requires 2/3

That \$7,914 be allocated to the Grants to Other Organization Reserve from the Fort Vermilion Recreation Board operating funding for 2023.

CARRIED

FINANCE: 11. g) Councillor Expense Claims

MOTION 23-04-405 **MOVED** by Councillor Driedger

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

CARRIED

FINANCE: 11. h) Members at Large Expense Claims

MOTION 23-04-406 **MOVED** by Councillor Wardley

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

CARRIED

**PROJECTS &
 INFRASTRUCTURE:**

12. a) Northern and Regional Economic Development (NRED) Program Funding Approval – 2023 Budget Amendment

MOTION 23-04-407
 Requires 2/3

MOVED by Councillor Wardley

That the 2023 One Time Projects budget be amended to include the Outdoor Recreation and Tourism Plan Project, in the amount of \$114,100 with funding of \$55,800 coming from the Northern and Regional Economic Development (NRED) Program, \$58,300 from Mackenzie County, and an in-kind donation of \$2,500 noted from each of the following:

- Mackenzie Frontier Tourism Association,
- La Crete Polar Cats Snowmobile Club,
- Regional Economic Development Agency of Northwest Alberta.

CARRIED

**PROJECTS &
 INFRASTRUCTURE:**

12. b) La Crete 101 Street/109 Ave Intersection Upgrade

MOTION 23-04-408
 Requires 2/3

MOVED by Councillor Bateman

That the 2023 Capital budget be amended by \$257,000 for the La Crete 101 Street/109 Ave Intersection Upgrade, with \$135,000 coming from La Crete CO-OP, and \$122,000 coming from the General Capital Reserve.

CARRIED

OPERATIONS:

13. a) None

**PLANNING &
 DEVELOPMENT:**

15. b) Salvage Yard Development (ADDITION)

MOTION 23-04-409
 Requires Unanimous

MOVED by Councillor Driedger

That the Salvage Yard Development discussion be received for information.

CARRIED UNANIMOUSLY

ADMINISTRATION: 16. a) None

COMMITTEE OF THE WHOLE ITEMS: 17. a) Business Arising out of Committee of the Whole

MOTION 23-04-410 MOVED by Councillor Smith

That a letter of support be provided to Carson Flett for his Royal Visit request.

CARRIED

MOTION 23-04-411 MOVED by Councillor Wardley
Requires 2/3

That administration be authorized to proceed with payment of \$1,500 to the Municipal District of Peace No. 135, as financial administrators of the Northern Alberta Elected Leaders (NAEL), in order to maintain membership in NAEL.

CARRIED

MOTION 23-04-412 MOVED by Councillor Braun
Requires 2/3

That the 2023 One Time Project – Fireproof Safe be cancelled and funding returned to the General Operating Reserve.

CARRIED

MOTION 23-04-413 MOVED by Deputy Reeve Sarapuk
Requires 2/3

That the 2023 Operating Budget be amended by \$1,656.00 for the purchase of 3 shelving units and funding coming from the General Operating Reserve.

CARRIED

MOTION 23-04-414 MOVED by Councillor Bateman

That Bylaws 1142-19 & 1180-20 to Amend the Tax Penalties be repealed.

CARRIED

MOTION 23-04-415

MOVED by Councillor Wardley

That Mackenzie County supports the High Level Agricultural Society's grant application to Farm Credit Canada.

CARRIED

MOTION 23-04-416

Requires 2/3

MOVED by Councillor Smith

That funds of \$30,000 from the 2023 Capital Project Machesis Lake Campground be reallocated to a new 2023 One Time Project creating recreational fishing opportunities at the Mackenzie Applied Research Association and the Tompkins Twin ponds.

CARRIED

**COUNCIL
COMMITTEE
REPORTS:**

18. a) Council Committee Reports (verbal)

MOTION 23-04-417

MOVED by Councillor Cardinal

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

CARRIED

**INFORMATION/
CORRESPONDENCE:**

19. a) Information/Correspondence

MOTION 23-04-418

Requires 2/3

MOVED by Councillor Wardley

That Mackenzie County supports the Alberta Room at the Federation of Canadian Municipalities Convention in the amount of \$2,500.

CARRIED

NOTICE OF MOTION:

20. a) None

**NEXT MEETING
DATES:**

21. a) Next Meeting Dates

Regular Council Meeting
May 9, 2023
10:00 a.m.
Fort Vermilion Council Chambers

ADJOURNMENT:

22. a) Adjournment

MOTION 23-04-419

MOVED by Councillor Bateman

That the Council meeting be adjourned at 4:30 p.m.

CARRIED

These minutes were approved at the May 9, 2023 Regular Council Meeting.

(original signed)

Josh Knelsen
Reeve

(original signed)

Byron Peters
Interim Chief Administrative Officer

