

**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING**

**Wednesday, October 11, 2023  
10:00 a.m.**

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

<b>PRESENT:</b>	Josh Knelsen	Reeve
	Walter Sarapuk	Deputy Reeve
	Peter F. Braun	Councillor
	David Driedger	Councillor
	Ernest Peters	Councillor (left the meeting at 4:15 p.m.)
	Garrell Smith	Councillor
	Lisa Wardley	Councillor
	Dale Wiebe	Councillor
<b>REGRETS:</b>	Jacque Bateman	Councillor
	Cameron Cardinal	Councillor
<b>ADMINISTRATION:</b>	Darrell Derksen	Chief Administrative Officer
	Don Roberts	Director of Community Services
	Jennifer Batt	Director of Finance
	Caitlin Smith	Director of Planning and Agriculture
	Byron Peters	Director of Projects and Infrastructure
	Andy Banman	Manager of Operations
	Louise Flooren	Manager of Legislative & Support Services/ Recording Secretary

**ALSO PRESENT:**

Minutes of the Regular Council Meeting for Mackenzie County held on October 11, 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 23-10-727 MOVED** by Councillor Wardley

That the agenda be adopted with the following additions:

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- 4. d) Agricultural Lands (*FOIP Sections 23 and 24*)
- 4. e) Mitigation (*FOIP Sections 17, 19 and 22*)
- 10. c) Waste Disposal
- 12. a) Waterline East of La Crete

**CARRIED**

**OATH OF OFFICE: 1. b) Oath of Office**

**MOTION 23-10-728 MOVED** by Councillor Wardley

That the Oath of Office be administered to Councillor Wiebe by Don Roberts, Director of Community Services.

**CARRIED**

**ADOPTION OF PREVIOUS MINUTES: 3. a) Minutes of the September 19, 2023 Regular Council Meeting**

**MOTION 23-10-729 MOVED** by Councillor Wardley

That the minutes of the September 19, 2023 Regular Council Meeting be adopted as presented.

**CARRIED**

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

**CLOSED MEETING: 4. Closed Meeting**

**MOTION 23-10-730 MOVED** by Councillor Peters

That Council move into a closed meeting at 10:05 a.m. to discuss the following:

- 4.a) Proposed Subdivision – Fort Vermilion Fire Hall Access (Plan 2938RS, Block 06, Lot 16) (*FOIP Sections 23, 24, 25 and 27*)
- 4.b) Organizational Chart (*FOIP Sections 23, 24 and 27*)
- 4.c) CAO Report (*FOIP Sections 16, 17, 23 and 24*)
- 4. d) Agricultural Lands (*FOIP Sections 23 and 24*)  
(ADDITION)

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4. e) Mitigation (*FOIP Sections 17, 19 and 22*)  
(ADDITION)

**CARRIED**

The following individuals were present during the closed meeting discussion. (*MGA Section 197*)

- All Councillors Present excluding Councillor Bateman and Councillor Cardinal
- Darrell Derksen, Chief Administrative Officer
- Don Roberts, Director of Community Services
- Jennifer Batt, Director of Finance
- Caitlin Smith, Director of Planning and Agriculture
- Byron Peters, Director of Projects and Infrastructure
- Andy Banman, Manager of Operations
- Louise Flooren, Manager of Legislative & Support Services/ Recording Secretary

Administration left the meeting at 10:50 a.m. excluding Darrell Derksen, Chief Administrative Officer.

**MOTION 23-10-731**

**MOVED** by Councillor Wiebe

That Council move out of a closed meeting at 11:50 a.m.

**CARRIED**

Reeve Knelsen recessed the meeting at 11:50 a.m. and reconvened the meeting at 12:37 p.m.

**CLOSED MEETING:**

**4. a) Proposed Subdivision – Fort Vermilion Fire Hall Access**

**MOTION 23-10-732**

**MOVED** by Councillor Braun

That administration proceed with the proposed subdivision as presented.

**CARRIED**

**CLOSED MEETING:**

**4. b) Organizational Chart**

**MOTION 23-10-733**  
Requires 2/3

**MOVED** by Deputy Reeve Sarapuk

That the 2023 Operating budget be amended by \$13,519 with funding coming from the General Operating Reserve.

**CARRIED**

**MOTION 23-10-734**  
Requires 2/3

**MOVED** by Councillor Driedger

That the Organizational Chart be approved as presented.

**CARRIED**

**CLOSED MEETING:**

**4. c) CAO Report**

**MOTION 23-10-735**

**MOVED** by Councillor Peters

That the CAO Report be received for information.

**CARRIED**

**CLOSED MEETING:**

**4. d) Agricultural Lands (ADDITION)**

**MOTION 23-10-736**  
Requires Unanimous

**MOVED** by Councillor Smith

That the Agricultural Lands discussion be received for information.

**CARRIED UNANIMOUSLY**

**CLOSED MEETING**

**4. e) Mitigation (ADDITION)**

**MOTION 23-10-737**  
Requires Unanimous

**MOVED** by Councillor Braun

That the Mitigation discussion be received for information.

**CARRIED UNANIMOUSLY**

**GENERAL  
REPORTS:**

**8. a) Director & Manager Reports for September 2023**

**MOTION 23-10-738**

**MOVED** by Deputy Reeve Sarapuk

That the Director & Manager reports for September 2023 be received for information.

**CARRIED**

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**TENDERS:**                    **5. a) La Crete Stormwater Master Plan - Request for Proposals (RFP) Opening**

**MOTION 23-10-739            MOVED** by Councillor Peters

That the proposals received for the La Crete Stormwater Master Plan be opened.

**CARRIED**

<b>Bidder</b>
Kerr Wood Leidal
MPE Engineering Ltd.
Invistec Consulting Ltd.
Associated Engineering Ab. Ltd.
Beirsto and Associates
CAP Engineering
McElhanney Ltd.

**MOTION 23-10-740            MOVED** by Councillor Peters

That administration score the proposals for the La Crete Stormwater Master Plan and provide a detailed report and recommendation for awarding to the October 25, 2023, Regular Council Meeting.

**CARRIED**

**PUBLIC HEARINGS:**       **6. a) None**

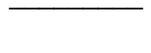
**DELEGATIONS:**        **7. a) None**

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

**COMMUNITY SERVICES:**       **10. a) Janelle’s Park – Proposal**

**MOTION 23-10-741            MOVED** by Councillor Braun

That Mackenzie County collaborate with the Fort Vermilion School Division for the purchase and installation of a disability playground in the hamlet of La Crete.



**CARRIED**

**MOTION 23-10-742**

**MOVED** by Councillor Braun

That the designation of “Janelle’s Park” change locations from the corner of 112 St and 99 Ave to Fort Vermilion School Division property and administration proceed with the process of renaming the park at this new location.

**CARRIED**

**MOTION 23-10-743**  
Requires 2/3

**MOVED** by Councillor Wardley

That an additional \$25,000 from the Hamlet Park Development project be allocated to the New Hamlet Park (Janelle’s Park) budget, and to be utilized as a cost sharing contribution for funds raised by community fundraising and/or grants.

**CARRIED**

**COMMUNITY SERVICES:**

**10. b) ADM053 Flags and Flag Protocol – Policy Amendment**

**MOTION 23-10-744**

**MOVED** by Councillor Wardley

That Policy ADM053 Flags and Flag Protocol be received for information.

**CARRIED**

**COMMUNITY SERVICES:**

**10. c) Waste Disposal (ADDITION)**

**MOTION 23-10-745**  
Requires Unanimous

**MOVED** by Councillor Smith

That the unauthorized waste disposal on public lands be publically advertised to discourage illegal dumping.

**CARRIED UNANIMOUSLY**

Reeve Knelsen recessed the meeting at 1:37 p.m. and reconvened the meeting at 2:08 p.m.

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**FINANCE: 11. a) March 2023 - FIN028 Credit Card Use Policy -  
MasterCard Loyalty Reward Points**

**MOTION 23-10-746** **MOVED** by Deputy Reeve Sarapuk

That the October 2023 FIN028 Credit Card Use Policy - MasterCard Loyalty Reward Points report be received for information.

**CARRIED**

**FINANCE: 11. b) High Level Agricultural Exhibition Association – Farm  
Credit Canada Grant**

**MOTION 23-10-747** **MOVED** by Deputy Reeve Sarapuk  
Requires 2/3

That the 2023 operating budget be amended to include \$24,000 for the High Level Agricultural Exhibition Association towards their Indoor Riding Arena project, with funding coming from Farm Credit Canada.

**CARRIED**

**FINANCE: 11. c) Proposed 2024 Budget Council Meeting Dates**

**MOTION 23-10-748** **MOVED** by Councillor Braun

That October 30, 2023 be identified as a Budget Workshop.

**CARRIED**

**MOTION 23-10-749** **MOVED** by Councillor Braun

That Budget Council meetings be scheduled as follows:

Tuesday, October 31, 2023  
Tuesday, November 21, 2023  
Wednesday, November 22, 2023  
Wednesday, December 6, 2023  
Thursday, December 7, 2023

**CARRIED**

**FINANCE: 11. d) Town of High Level Regional Service Sharing  
Agreement Payment**

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**MOTION 23-10-750**      **MOVED** by Deputy Reeve Sarapuk

That the Town of High Level Regional Service Sharing Agreement payment be released.

**CARRIED**

**PROJECTS &  
INFRASTRUCTURE:**

**12. a) Waterline East of La Crete (ADDITION)**

**MOTION 23-10-751**  
Requires Unanimous

**MOVED** by Councillor Driedger

That administration bring back options and a cost estimate for the implementation of a Waterline East of La Crete to the Regular Council Meeting on October 25, 2023.

**CARRIED UNANIMOUSLY**

**OPERATIONS:**

**13. a) None**

**UTILITIES:**

**14. a) None**

**PLANNING &  
DEVELOPMENT:**

**15. a) Development Statistics Report – January to September 2023**

**MOTION 23-10-752**

**MOVED** by Councillor Wardley

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

**CARRIED**

**PLANNING &  
DEVELOPMENT:**

**15. b) Bylaw 1308-23 Land Use Bylaw Amendment to Rezone Part of Plan 052 2048, Block 2, Lot 3 from Hamlet Country Residential “H-CR” to Recreation 1 “REC 1”**

**MOTION 23-10-753**

**MOVED** by Deputy Reeve Sarapuk

That first reading be given to Bylaw 1308-23 Land Use Bylaw Amendment to Rezone Part of Plan 052 2048, Block 2, Lot 3 from Hamlet Country Residential “H-CR” to Recreation 1 “REC 1”, subject to public hearing input.

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**CARRIED**

Reeve Knelsen recessed the meeting at 3:25 p.m. and reconvened the meeting at 3:44 p.m.

**PLANNING &  
DEVELOPMENT:**

**15. c) Bylaw 1309-23 Land Use Bylaw Amendment to Rezone Part of NE-9-106-15-W5M from Hamlet Residential 1A “H-R1A” to Hamlet Residential 2 “H-R2”**

**MOTION 23-10-754**

**MOVED** by Councillor Wardley

That first reading be given to Bylaw 1309-23 being a Land Use Bylaw Amendment to rezone Part of NE-9-106-15-W5M from Hamlet Residential 1A “H-R1A” to Hamlet Residential 2 “H-R2”, subject to public hearing input.

**CARRIED**

**ADMINISTRATION:**

**16. a) Councillor Bateman Absence**

**MOTION 23-10-755**

**MOVED** by Councillor Wardley

That Council accepts the resignation of Councillor Bateman with regret and that a By-election be held for the Councillor vacancy in Ward 9 as follows:

- Nomination Day – November 15, 2023
- Advance Vote – December 8, 2023
- Election Day – December 13, 2023

**CARRIED**

**COMMITTEE OF THE  
WHOLE ITEMS:**

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

None.

**COUNCIL  
COMMITTEE  
REPORTS:**

**18. a) Council Committee Reports (verbal)**

Councillor Peters left the meeting at 4:15 p.m.

**MOTION 23-10-756**  
Requires 2/3

**MOVED** by Councillor Wardley

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That the 2023 one time project budget be amended by \$11,000 with funding coming from other sources for the Forest Capital of Canada Project.

**CARRIED**

**MOTION 23-10-757**      **MOVED** by Councillor Smith

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

**CARRIED**

**COUNCIL  
COMMITTEE  
REPORTS:**

**18. b) Development Ad Hoc Committee Meeting Minutes**

**MOTION 23-10-758**      **MOVED** by Councillor Wiebe

That the unapproved September 21, 2023 Development Ad Hoc Committee meeting minutes be received for information.

**CARRIED**

**COUNCIL  
COMMITTEE  
REPORTS:**

**18. c) Inter-municipal Planning Commission Meeting Minutes**

**MOTION 23-10-759**      **MOVED** by Councillor Wardley

That the unapproved Inter-municipal Planning Commission meeting minutes of September 14, 2023 be received for information.

**CARRIED**

**COUNCIL  
COMMITTEE  
REPORTS:**

**18. d) Municipal Planning Commission Meeting Minutes**

**MOTION 23-10-760**      **MOVED** by Councillor Driedger

That the approved Municipal Planning Commission meeting minutes of September 14, 2023 be received for information.

**CARRIED**

**INFORMATION/  
CORRESPONDENCE:**

**19. a) Information/Correspondence**

**MOTION 23-10-761**

**MOVED** by Councillor Wiebe

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

**CARRIED**

**NOTICE OF MOTION:**

**20. a) None**

**NEXT MEETING  
DATES:**

**21. a) Next Meeting Dates**

Organizational Meeting  
October 24, 2023  
10:00 a.m.  
Fort Vermilion Council Chambers

Regular Council Meeting  
October 25, 2023  
10:00 a.m.  
Fort Vermilion Council Chambers

**ADJOURNMENT:**

**22. a) Adjournment**

**MOTION 23-10-762**

**MOVED** by Councillor Driedger

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

**CARRIED**

These minutes were approved at the October 25, 2023 Regular Council Meeting.

(original signed)  
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Joshua Knelsen  
Reeve

(original signed)  
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Darrell Derksen  
Chief Administrative Officer

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