

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Wednesday, October 25, 2023
10:00 a.m.**

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

PRESENT: Josh Knelsen Reeve
Peter F. Braun Councillor
Cameron Cardinal Councillor
David Driedger Councillor
Ernest Peters Councillor
Garrell Smith Councillor
Lisa Wardley Councillor
Dale Wiebe Councillor (joined the meeting virtually at 10:16 a.m.)

REGRETS: Walter Sarapuk Deputy Reeve

ADMINISTRATION: Darrell Derksen Chief Administrative Officer
Jennifer Batt Director of Finance
Caitlin Smith Director of Planning and Agriculture
Byron Peters Director of Projects and Infrastructure
John Zacharias Director of Utilities
Willie Schmidt Fleet Maintenance Manager
Louise Flooren Manager of Legislative & Support Services/
Recording Secretary

ALSO PRESENT: Member of the Public

Minutes of the Regular Council Meeting for Mackenzie County held on October 25, 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 23-10-829 MOVED by Councillor Braun

That the agenda be adopted with the following addition:

4.d) Financial (*FOIP Section 25*)

CARRIED

**ADOPTION OF
PREVIOUS MINUTES:**

3. a) Minutes of the October 11, 2023 Regular Council Meeting

MOTION 23-10-830

MOVED by Councillor Wardley

That the minutes of the October 11, 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. Closed Meeting

MOTION 23-10-831

MOVED by Councillor Driedger

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

- 4.a) Joint Use Planning Agreement – Mackenzie County and Fort Vermilion School Division No. 52 (*FOIP Sections 23, 24, 25 and 27*)
- 4.b) Sewer Encroachment (*FOIP Sections 23, 24, 25 and 27*)
- 4.c) Policy Matter (*FOIP Sections 23 and 24*)

CARRIED

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

- All Councillors present excluding Deputy Reeve Sarapuk and Councillor Wiebe
- Darrell Derksen, Chief Administrative Officer
- Jennifer Batt, Director of Finance
- Caitlin Smith, Director of Planning and Agriculture
- Byron Peters, Director of Projects and Infrastructure
- John Zacharias, Director of Utilities
- Willie Schmidt, Fleet Maintenance Manager

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

Councillor Wiebe joined the meeting virtually at 10:16 a.m.

Administration left the meeting at 10:25 a.m. excluding Darrell Derksen, Chief Administrative Officer and Louise Flooren, Manager of Legislative & Support Services. Caitlin Smith, Director of Planning & Agriculture rejoined the meeting at 10:49 a.m.

MOTION 23-10-832 **MOVED** by Councillor Wardley

That Council move out of a closed meeting at 11:09 a.m.

CARRIED

CLOSED MEETING: **4. a) Joint Use Planning Agreement – Mackenzie County and Fort Vermilion School Division No. 52**

MOTION 23-10-833 **MOVED** by Councillor Peters

That the Joint Use and Planning Agreement with Fort Vermilion School Division No. 52 be TABLED to a future Council meeting.

CARRIED

CLOSED MEETING: **4. b) Sewer Encroachment**

MOTION 23-10-834 **MOVED** by Councillor Braun

That the Sewer Encroachment discussion be received for information.

CARRIED

CLOSED MEETING: **4. c) Policy Matter**

MOTION 23-10-835 **MOVED** by Councillor Cardinal

That Policy DEV011 Floodplain Development Restrictions be amended as discussed.

CARRIED

Reeve Knelsen recessed the meeting at 11:10 a.m. and reconvened the meeting at 11:20 a.m.

TENDERS: 5. a) None

PUBLIC HEARINGS: 6. a) None

DELEGATIONS: 7. a) None

GENERAL REPORTS: 8. a) None

AGRICULTURE SERVICES: 9. a) None

COMMUNITY SERVICES: 10. a) None

PLANNING & DEVELOPMENT: 15. a) Development Options for Infrastructure

MOTION 23-10-836 **MOVED** by Councillor Braun

That administration proceed with drafting a detailed proposal for Council’s consideration regarding development levies, fees and incentives as discussed.

CARRIED

Reeve Knelsen recessed the meeting at 12:08 p.m. and reconvened the meeting at 12:53 p.m.

PLANNING & DEVELOPMENT: 15. b) Development Setbacks

MOTION 23-10-837 **MOVED** by Councillor Cardinal

That the Development Setbacks be TABLED to a future Council meeting.

CARRIED

PLANNING & DEVELOPMENT: 15. c) Municipal Development Plan Revision

MOTION 23-10-838 **MOVED** by Councillor Smith

That administration make amendments as discussed and proceed with advertising the Municipal Development Plan for Public Hearing.

CARRIED

**PLANNING &
DEVELOPMENT:**

15. d) 2022 Off-Site Levy Annual Report

MOTION 23-10-839 **MOVED** by Councillor Wardley

That the 2022 Offsite Levy Report be received for information.

CARRIED

FINANCE: **11. a) Conditional Grant Agreement – Interest Revenue**

MOTION 23-10-840 **MOVED** by Councillor Wardley
Requires 2/3

That the 2023 Capital Budget be amended by \$23,096 for the FV – Flood Mitigation project for interest earned in the third quarter of 2023, and reducing the other sources income by \$935 for return of auction proceeds.

CARRIED

FINANCE: **11. b) Financial Reports – January 1 – September 30, 2023**

MOTION 23-10-841 **MOVED** by Councillor Braun

That the quarterly financial reports for January to September 30, 2023 be received for information.

CARRIED

FINANCE: **11. c) Councillor Expense Claims**

MOTION 23-10-842 **MOVED** by Councillor Smith

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

CARRIED

Reeve Knelsen recessed the meeting at 1:45 p.m. and reconvened the meeting at 1:55 p.m.

FINANCE:

11. d) 5 Year 2023-2027 Capital Plan Review

MOTION 23-10-843

MOVED by Councillor Cardinal

That the 5 Year 2023-2027 Capital Plan Review be received for information.

CARRIED

**PROJECTS &
INFRASTRUCTURE:**

12. a) Waterline East of La Crete

MOTION 23-10-844

Requires 2/3

MOVED by Councillor Braun

That administration proceeds with the planning and design of the Waterline East of La Crete Project from Northpoint Business Park east to Range Road 150 by amending the 2023 One Time Project Budget by \$50,000 for engineering with funding coming from the Water/Sewer Infrastructure Reserve.

CARRIED

MOTION 23-10-845

MOVED by Councillor Peters

That the Waterline East of La Crete Project be considered during the 2024 Capital Budget deliberations which include the funding model for the levies and development charges.

CARRIED

**PROJECTS &
INFRASTRUCTURE:**

12. b) La Crete Stormwater Master Plan - Request for Proposals (RFP) Awarding

MOTION 23-10-846

MOVED by Councillor Braun

That the La Crete Stormwater Master Plan project be awarded to MPE Engineering.

CARRIED

Reeve Knelsen recessed the meeting at 2:50 p.m. and reconvened the meeting 3:01 p.m.

OPERATIONS: 13. a) AWD 160M Graders x3 (2021) 2023 Capital Budget Funding Amendment

MOTION 23-10-847 **MOVED** by Councillor Wardley
 Requires 2/3

That the 2023 AWD 160M Graders X3 (2021) Capital project funding sources be amended by allocating \$142,000 from the Vehicle & Equipment Reserve, and reducing the Other Source (non-grant) amount by \$142,000.

CARRIED

UTILITIES: 14. a) Fort Vermilion and La Crete Supervisory Control and Data Acquisition (SCADA) & Programmable Logic Controllers (PLC) Upgrade Grant Application

MOTION 23-10-848 **MOVED** by Councillor Wardley

That Mackenzie County apply for a grant through Alberta Transportation and Economic Corridors for the Alberta Municipal Water/Wastewater Partnership to upgrade the Supervisory Control and Data Acquisition (SCADA) systems in Fort Vermilion and La Crete and the Fort Vermilion Programmable Logic Controllers (PLC) upgrade.

CARRIED

ADMINISTRATION: 16. a) FIN028 Credit Card Use Policy – Review and Amendment

MOTION 23-10-849 **MOVED** by Councillor Wiebe

That the FIN028 Credit Card Use Policy be amended as presented/discussed.

CARRIED

COMMITTEE OF THE WHOLE ITEMS: 17. a) None

CLOSED MEETING: 4. Closed Meeting

MOTION 23-10-850
Requires Unanimous

MOVED by Councillor Cardinal

That Council move into a closed meeting at 3:40 p.m. to discuss the following:

4.d) Financial (*FOIP Section 25*) (*ADDITION*)

CARRIED UNANIMOUSLY

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

- All Councillors present excluding Deputy Reeve Sarapuk
- Darrell Derksen, Chief Administrative Officer
- Jennifer Batt, Director of Finance
- Byron Peters, Director of Projects and Infrastructure
- Louise Flooren, Manager of Legislative & Support Services/Recording Secretary

MOTION 23-10-851

MOVED by Councillor Smith

That Council move out of a closed meeting at 4:05 p.m.

CARRIED

CLOSED MEETING:

4. d) Financial (**ADDITION**)

MOTION 23-10-852
Requires Unanimous

MOVED by Councillor Wardley

That the Financial discussion be received for information.

CARRIED UNANIMOUSLY

**COUNCIL
COMMITTEE
REPORTS:**

18. a) Council Committee Reports (verbal)

MOTION 23-10-853

MOVED by Councillor Cardinal

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

CARRIED

**COUNCIL
COMMITTEE
REPORTS:**

18. b) Municipal Planning Commission Meeting Minutes

MOTION 23-10-854

MOVED by Councillor Driedger

That the approved Municipal Planning Commission meeting minutes of October 12, 2023 be received for information.

CARRIED

**INFORMATION/
CORRESPONDENCE:**

19. a) Information/Correspondence

MOTION 23-10-855

MOVED by Councillor Peters

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

Budget Council Meeting
October 31, 2023
10:00 a.m.
Fort Vermilion Council Chambers

Regular Council Meeting
November 14, 2023
10:00 a.m.
Fort Vermilion Council Chambers

ADJOURNMENT:

22. a) Adjournment

MOTION 23-10-856

MOVED by Councillor Wiebe

That the Council meeting be adjourned at 4:10 p.m.

CARRIED

These minutes were approved at the November 14, 2023 Regular Council Meeting.

(original signed)

Joshua Knelsen
Reeve

(original signed)

Darrell Derksen
Chief Administrative Officer

