

**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING**

**Tuesday, November 28, 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  
Garrell Smith Councillor  
Ernest Peters Councillor  
Lisa Wardley Councillor
- REGRETS:** Walter Sarapuk Deputy Reeve  
Dale Wiebe Councillor
- ADMINISTRATION:** 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:** Michael McMann, Superintendent of Schools – Fort Vermilion  
School Division

Minutes of the Regular Council Meeting for Mackenzie County held on November 28, 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 23-11-933 MOVED** by Councillor Wardley

That the agenda be approved as presented.

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**CARRIED**

**ADOPTION OF  
PREVIOUS MINUTES:**

**3. a) Minutes of the November 14, 2023 Regular Council Meeting**

**MOTION 23-11-934**

**MOVED** by Councillor Braun

That the minutes of the November 14, 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 23-11-935**

**MOVED** by Councillor Smith

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

- 4.a) CAO Report (*FOIP Sections 16, 17, 23 and 24*)
- 4.b) Legal Update (*FOIP Sections 23, 24, 25 and 27*)

**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

Jennifer Batt, Director of Finance left the meeting at 10:30 a.m.

**MOTION 23-11-936**

**MOVED** by Councillor Cardinal

That Council move out of a closed meeting at 11:12 a.m.

**CARRIED**

**MOTION 23-11-937**

**MOVED** by Councillor Peters

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That Rural Municipalities of Alberta (RMA) Minister Meeting follow up letters be sent.

**CARRIED**

**CLOSED MEETING: 4. a) CAO Report**

**MOTION 23-11-938 MOVED** by Councillor Braun

That the CAO Report be received for information.

**CARRIED**

**CLOSED MEETING: 4. b) Legal Update**

**MOTION 23-11-939 MOVED** by Councillor Driedger

That the legal update be received for information.

**CARRIED**

Reeve Knelsen recessed the meeting at 11:13 a.m. and reconvened the meeting at 11:29 a.m.

**DELEGATIONS: 7. a) Fort Vermilion School Division – Mike McMann, Superintendent of Schools**

Reeve Knelsen recessed the meeting at 12:26 p.m. and reconvened the meeting at 1:14 p.m.

**MOTION 23-11-940 MOVED** by Councillor Smith

That the presentation of the Collegiate Model from the Fort Vermilion School Division be received for information.

**CARRIED**

**TENDERS: 5. a) None**

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

**GENERAL REPORTS: 8. a) Director & Manager Reports for October 2023**

**MOTION 23-11-941**      **MOVED** by Councillor Driedger

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

**CARRIED**

**AGRICULTURE SERVICES:**

**9. a) None**

**COMMUNITY SERVICES:**

**10. a) None**

**FINANCE:**

**11. a) Budget Amendment – Amalgamation of South of High Level Lands Projects**

**MOTION 23-11-942**  
Requires 2/3

**MOVED** by Councillor Wardley

That the 2023 Capital Budget be amended by combining the “Land Purchase – South of High Level” and “PLS 140031 – South of High Level Lands” projects budgets and funding sources into a single project, renaming it “Land Purchase – South of High Level Lands PLS140031”.

**CARRIED**

**FINANCE:**

**11. b) Budget Amendment – New Hamlet Parks**

**MOTION 23-11-943**  
Requires 2/3

**MOVED** by Councillor Braun

That the 2023 Capital Budget be amended by renaming the “New Hamlet Park (Janelle’s Park LC)” to “New Hamlet Park – 112 st LC” with a budget of \$8,685, and the remaining \$50,000 in funding be reallocated to the Janelle Park Development project.

**CARRIED**

**FINANCE:**

**11. c) Financial Reports – January 1 – October 31, 2023**

**MOTION 23-11-944**

**MOVED** by Councillor Braun

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

**CARRIED**

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

**MOTION 23-11-945** **MOVED** by Councillor Braun

That the Councillor Expense Claims for October 2023 be received for information and approved as amended.

**CARRIED**

**FINANCE: 11. e) Members at Large Expense Claims**

**MOTION 23-11-946** **MOVED** by Councillor Driedger

That the Member at Large Expense Claims for October and November 2023 be received for information.

**CARRIED**

**PROJECTS &  
INFRASTRUCTURE: 12. a) None**

**OPERATIONS: 13. a) None**

**UTILITIES: 14. a) None**

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

**MOTION 23-11-947** **MOVED** by Councillor Wardley

That administration proceed with drafting a bylaw for Council's consideration regarding development levies, fees and incentives as discussed and bring back to a future council meeting.

**CARRIED**

Reeve Knelsen recessed the meeting at 2:02 p.m. and reconvened the meeting at 2:11 p.m.

**ADMINISTRATION: 16. a) Community Planning Association of Alberta (CPAA) –  
2024 Annual Conference**

**MOTION 23-11-948** **MOVED** by Councillor Cardinal

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That the following Councillors be authorized to attend the Community Planning Association of Alberta (CPAA) – 2024 Annual Conference from April 29 – May 1, 2024 in Red Deer, Alberta:

1. Councillor Braun
2. Councillor Cardinal
3. Councillor Driedger
4. Councillor Wardley

**CARRIED**

**ADMINISTRATION: 16. b) Economic Developers Alberta - EDA Xperience 2024 Leaders' Summit & Conference**

**MOTION 23-11-949 MOVED** by Councillor Braun

That the following Councillors be authorized to attend the Economic Developers Alberta - EDA Xperience 2024 Leaders' Summit & Conference from April 10-12, 2024 in Kananaskis, Alberta

1. Councillor Braun
2. Councillor Cardinal
3. Councillor Wardley

**CARRIED**

**MOTION 23-11-950 MOVED** by Councillor Driedger

That the 2024 operating budget for Growing the North Conference be changed to the Provincial Agricultural Service Board (ASB) Conference in Lethbridge, Alberta on January 22-24, 2024 and all Council be authorized to attend.

**CARRIED**

**COMMITTEE OF THE WHOLE ITEMS: 17. a) None**

**COUNCIL COMMITTEE REPORTS: 18. a) Council Committee Reports (verbal)**

**MOTION 23-11-951 MOVED** by Councillor Driedger

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That a letter be written to All Peace Hockey League regarding the sportsmanship policy of not shaking hands at activities based within Mackenzie County facilities.

**CARRIED**

**MOTION 23-11-952**      **MOVED** by Councillor Braun

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

**CARRIED**

**MOTION 23-11-953**      **MOVED** by Councillor Smith

That Mackenzie County proceed with the Northwest Species at Risk (NWSAR) transfer from the Town of High Level.

**CARRIED**

**COUNCIL  
COMMITTEE  
REPORTS:**

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

**MOTION 23-11-954**      **MOVED** by Councillor Cardinal

That the unapproved Municipal Planning Commission meeting minutes of November 16, 2023 be received for information.

**CARRIED**

**INFORMATION/  
CORRESPONDENCE:**

**19. a) Information/Correspondence**

**MOTION 23-11-955**      **MOVED** by Councillor Cardinal

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

**CARRIED**

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

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**NEXT MEETING  
DATES:**

**21. a) Next Meeting Dates**

Budget Council Meeting  
December 6-7, 2023  
10:00 a.m.  
Fort Vermilion Council Chambers

Regular Council Meeting  
December 12, 2023  
10:00 a.m.  
Fort Vermilion Council Chambers

**ADJOURNMENT:**

**22. a) Adjournment**

**MOTION 23-11-956**

**MOVED** by Councillor Smith

That the Council meeting be adjourned at 2:56 p.m.

**CARRIED**

These minutes were approved at the December 12, 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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