

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Tuesday, February 13, 2024
10:00 a.m.**

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

PRESENT: Josh Knelsen Reeve (left the meeting at 2:11 p.m.)
Walter Sarapuk Deputy Reeve
Peter F. Braun Councillor (virtual)
Cameron Cardinal Councillor (left the meeting at 11:18 a.m.,
rejoined the meeting at 11:27 a.m., left the
meeting at 12:45 p.m. and rejoined the
meeting at 1:01 p.m.)
David Driedger Councillor
Eileen Morris Councillor
Lisa Wardley Councillor

REGRETS: Garrell Smith Councillor
Ernest Peters Councillor
Dale Wiebe Councillor

ADMINISTRATION: Darrell Derksen Chief Administrative Officer
Byron Peters Deputy Chief Administrative Officer /
Director of Projects and Infrastructure
Don Roberts Director of Community Services
Andy Banman Director of Operations
Caitlin Smith Director of Planning and Agriculture
Willie Schmidt Fleet Maintenance Manager
Louise Flooren Manager of Legislative & Support Services/
Recording Secretary

ALSO PRESENT: Members of the Public
Clem Guenette – MPA Engineering Ltd.

Minutes of the Regular Council Meeting for Mackenzie County held on February 13, 2024
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 24-02-088 **MOVED** by Deputy Reeve Sarapuk

That the agenda be adopted with the following changes:

- 16. d) Federation of Canadian Municipalities (FCM) Conference
- 16. e) NWT Association of Communities Trade Show
- 16. f) Water Capacity – Zama Water Treatment Plant

CARRIED

ADMINISTRATION: 16. d) Federation of Canadian Municipalities (FCM) Conference (ADDITION)

MOTION 24-02-089 **MOVED** by Councillor Wardley
Requires Unanimous

That the following Councillors be authorized to attend the Federation of Canadian Municipalities (FCM) Conference on June 6-9, 2024 in Calgary, Alberta:

- 1. Reeve Knelsen
- 2. Deputy Reeve Sarapuk
- 3. Councillor Braun
- 4. Councillor Cardinal
- 5. Councillor Morris
- 6. Councillor Smith
- 7. Councillor Wardley

CARRIED UNANIMOUSLY

ADOPTION OF PREVIOUS MINUTES: 3. a) Minutes of the January 31, 2024 Regular Council Meeting

MOTION 24-02-090 **MOVED** by Councillor Morris

That the minutes of the January 31, 2024 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 24-02-091 **MOVED** by Councillor Driedger

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

- 4.a) PLS Application Process (*FOIP Sections 23, 24, 25 and 27*)
- 4.b) Budget Amendment – Legal Fees (*FOIP Section 25*)
- 4.c) CAO Report (*FOIP Sections 16, 17, 23 and 24*)

CARRIED

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

- All Councillors Present excluding Councillor Smith, Councillor Peters and Councillor Wiebe
- Darrell Derksen, Chief Administrative Officer
- Byron Peters, Deputy Chief Administrative Officer / Director of Projects & Infrastructure
- Don Roberts, Director of Community Services
- Andy Banman, Director of Operations
- Caitlin Smith, Director of Planning and Agriculture
- Willie Schmidt, Fleet Maintenance Manager
- Louise Flooren, Manager of Legislative & Support Services/ Recording Secretary

Administration left the meeting at 10:42 a.m. excluding Darrell Derksen, Chief Administrative Officer.

MOTION 24-02-092 **MOVED** by Councillor Cardinal

That Council move out of a closed meeting at 11:03 a.m.

CARRIED

TENDERS: 5. a) Bridge Rehabilitation and Other Work - Bridge File 78209

MOTION 24-02-093 **MOVED** by Councillor Driedger

That the Bridge Rehabilitation and Other Work - Bridge File 78209 Tenders- Envelope #1 be opened.

CARRIED

Proponent Name	Qualifying Documents
Bridgemen Services Ltd.	All required documents included.
Checkmark Services	All required documents included.
Formula Alberta Ltd.	All required documents included.
Carmacks Enterprises	All required documents included.
Griffin Contracting Ltd.	All required documents included.
Lafarge Infrastructure	Not all required documents included.

Councillor Cardinal left the meeting at 11:18 a.m.

MOTION 24-02-094 **MOVED** by Councillor Wardley

That the unqualified Bridge Rehabilitation and Other Work - Bridge File 78209 Tender be returned to the sender without opening Envelope #2.

CARRIED

MOTION 24-02-095 **MOVED** by Councillor Driedger

That the Bridge Rehabilitation and Other Work - Bridge File 78209 Tenders - Envelope #2 be opened for the qualified bidders.

CARRIED

Proponent Name	Amount
Bridgemen Services Ltd.	\$471,950
Checkmark Services	\$343,065
Formula Alberta Ltd.	\$574,000
Carmacks Enterprises	\$484,970
Griffin Contracting Ltd.	\$310,500

Councillor Cardinal returned to the meeting at 11:27 a.m.

MOTION 24-02-096 **MOVED** by Councillor Wardley

That administration review the tenders and return for awarding later in the meeting.

CARRIED

CLOSED MEETING: **4. a) PLS Application Process**

MOTION 24-02-097 **MOVED** by Deputy Reeve Sarapuk

That the PLS Application Process proceed as directed.

CARRIED

CLOSED MEETING: **4. b) Budget Amendment – Legal Fees**

MOTION 24-02-098 **MOVED** by Councillor Wardley

That the 2023 Operating Budget be amended by \$100,000 with funding coming from the General Operating Reserve.

CARRIED

MOTION 24-02-099 **MOVED** by Councillor Morris

That the 2024 Operating Budget be amended by \$200,000 with funding coming from the General Operating Reserve.

CARRIED

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

MOTION 24-02-100 **MOVED** by Councillor Cardinal

That the CAO Report be received for information.

CARRIED

ADMINISTRATION: **16. c) Request for Proposals (RFP) Awarding – Fuel Supply & Services**

MOTION 24-02-101 **MOVED** by Councillor Wardley
Requires 2/3

That the Fuel Supply & Services Request for Proposal submission received with only one year price commitment, not be considered due to the inability to provide committed pricing throughout the contract.

CARRIED

MOTION 24-02-102 **MOVED** by Councillor Morris
Requires 2/3

That Schedules A, all of B to D, and E – (Tank), from the Fuel Supply & Services Request for Proposal be deleted, and that Schedule E – No Tank for the Fuel Supply & Services Request for Proposal be awarded to the highest scoring proponent.

CARRIED

		SCHEDULES									
Vendor		A	B (Tank)	B (NO Tank)	C (Tank)	C (NO Tank)	D (Tank)	D (NO Tank)	E (Tank)	E (NO Tank)	
A	La Crete Co-Op Ltd	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
B	Max Fuel	10.00	30.52	46.85	20.55	58.13	35.09	58.13	20.44	42.25	
C	Suncor Energy Projects Partnership	5.00	17.34	23.77	9.88	31.19	18.76	31.19	11.39	21.86	
D	AFD Petroleum Ltd	8.97	6.82	17.71	1.95	26.56	7.90	0.00	0.00	N/A	
E	Platinum Fuels	70.26	96.00	68.33	96.00	72.50	96.00	72.50	95.37	77.97	
F	UFA Co-Operative	99.50	0.00	99.50	N/A	99.50	N/A	99.50	39.50	99.50	
		DELETED									

MOTION 24-02-103
 Requires 2/3

MOVED by Councillor Driedger

That the 2024 Capital Budget be amended by \$200,000 for the Fuel Tanks project, with funding coming from the General Capital Reserve.

CARRIED

DELEGATIONS:

7. a) None

GENERAL REPORTS:

8. a) Director & Manager Reports for January 2024

MOTION 24-02-104

MOVED by Deputy Reeve Sarapuk

That the Director & Manager Reports for January 2024 be received for information.

CARRIED

Reeve Knelsen recessed the meeting at 12:01 p.m. and reconvened the meeting at 12:44 p.m.

AGRICULTURE SERVICES:

9. a) ASB018 Clubroot of Canola Policy – Amendment

MOTION 24-02-105

MOVED by Councillor Wardley

That Policy ASB018 Clubroot of Canola be amended as presented.

CARRIED

Councillor Cardinal left the meeting at 12:45 p.m.

**AGRICULTURE
SERVICES:**

**9. b) 2024 Provincial Agricultural Service Board
Conference Letter**

MOTION 24-02-106

MOVED by Deputy Reeve Sarapuk

That a letter be sent to the hosts of the 2024 Provincial Agricultural Service Board Conference expressing concerns regarding the speakers and topics.

CARRIED

**AGRICULTURE
SERVICES:**

9. c) 2024-2026 Agricultural Service Board Strategic Plan

MOTION 24-02-107

MOVED by Councillor Wardley

That the 2024-2026 Agricultural Service Board Strategic Plan be approved as amended.

CARRIED

**COMMUNITY
SERVICES:**

**10. a) Northern Lights Recreation Centre – Emergent
Funding Request**

MOTION 24-02-108
Requires 2/3

MOVED by Councillor Driedger

That the 2024 Capital Budget be amended to include \$6,230 for the Olympia Motor Overhaul at the Northern Lights Recreation Center with funding coming from the La Crete Recreation Reserve.

CARRIED

MOTION 24-02-109
Requires 2/3

MOVED by Councillor Braun

That the 2024 Capital Budget be amended to include \$9,450 for the Hot Water Tank replacement at the Northern Lights Recreation Center with funding coming from the La Crete Recreation Reserve.

CARRIED

COMMUNITY SERVICES:

10. b) Bylaw 1037-16 Municipal Parks Bylaw – Amendment

MOTION 24-02-110

MOVED by Councillor Wardley

That first reading be given to Bylaw 1317-24 Municipal Parks Bylaw as amended.

CARRIED

MOTION 24-02-111

MOVED by Councillor Morris

That second reading be given to Bylaw 1317-24 Municipal Parks as amended.

CARRIED

MOTION 24-02-112
Requires Unanimous

MOVED by Councillor Driedger

That consideration be given to go to third and final reading of Bylaw 1317-24 Municipal Parks as amended

CARRIED UNANIMOUSLY

MOTION 24-02-113

MOVED by Councillor Braun

That third and final reading be given to Bylaw 1317-24 Municipal Parks as amended.

CARRIED

PUBLIC HEARINGS:

6. a) Bylaw 1318-23 Land Use Bylaw Amendment to Rezone Part of Plan 042 4702, Block 1, Lot 7 from Rural Country Residential 1 “RCR1” to Direct Control 2 “DC2”

Reeve Knelsen called the public hearing for Bylaw 1318-23 to order at 1:00 p.m.

Reeve Knelsen asked if the public hearing for proposed Bylaw 1318-23 was properly advertised. Caitlin Smith, Director of Planning & Agriculture answered that the Bylaw was advertised in accordance with the Municipal Government Act.

Reeve Knelsen asked the Development Authority to outline the proposed Bylaw 1318-23.

Caitlin Smith, Director of Planning & Agriculture presented the following:

Mackenzie County has received a request to rezone Part of Plan 042 4702, Block 1, Lot 7 from Rural Country Residential 1 "RCR1" to Direct Control 2 "DC2" in order to accommodate a Retail - General Use (Outdoor/Work Wear Apparel & Gun and Ammunition Sales Store). The amount of land to be rezoned is approximately .50 acres.

The applicant would use his existing driveway for the store.

The Rural Country Residential 1 "RCR1" zoning district doesn't have a use to allow for a retail business. The updated Land Use Bylaw 1066-17 had removed retail uses from rural districts to encourage these businesses to remain in hamlet.

The only option for the developer was to submit an application to rezone to Direct Control 2. If the rezoning is approved by Council, the developer would need to submit a development permit for a Retail Use. The request would be presented to the Municipal Planning Commission for approval, since all development permit applications in the "DC2" district have to be approved by the MPC. The applicant would also require provincial approval to sell firearms and ammunition.

9.15 Direct Control 2 (DC2)

Purpose

The purpose of the Direct Control 2 (DC2) district is to allow the Municipal Planning Commission to exercise specific direction and control over the use and development of land and buildings in particular areas of the COUNTY.

This item was taken to the Municipal Planning Commission on December 13, 2023 where the following motion was made:

MPC 23-12-176 MOVED by Stephanie Grocholski

That the Municipall Planning Commission recommend to Council to REFUSE Bylaw 13xx-23 being a Land Use Bylaw Amendment to Rezone Part of Plan 042 4702, Block 1, Lot 7 from Rural Country Residential 1 “RCR1” to Direct Control 2 “DC2”.

CARRIED

This item was taken to Council on January 9, 2024 for first reading where it was postponed with the following motion:

MOTION 24-01-023

MOVED by Councillor Wardley

That administration advertise Bylaw 1318-23 Land Use Bylaw Amendment to Rezone Part of Plan 042 4702, Block 1, Lot 7 from Rural Country Residential 1 “RCR1” to Direct Control 2 “DC2”, to accommodate a Retail - General Use, for public hearing prior to approving first reading.

CARRIED

Councillor Cardinal returned to the meeting at 1:01 p.m.

Reeve Knelsen asked if Council has any questions of the proposed Bylaw 1318-23.

Deputy Reeve Sarapuk – Are all of the retail stores in the rural areas zoned for direct control?

Director of Planning & Agriculture – Some would be but most would be grandfathered.

Reeve Knelsen asked if any submissions were received in regards to proposed Bylaw 1318-23.
There was one (1) submission received.

Reeve Knelsen asked if there was anyone present who would like to speak in regards to the proposed Bylaw 1318-23.
There was no one present to speak to the proposed bylaw.

Reeve Knelsen closed the public hearing for Bylaw 1318-23 at 1:03 p.m.

MOTION 24-02-114 MOVED by Councillor Morris

That first reading be given to Bylaw 1318-23 Land Use Bylaw Amendment to Rezone Part of Plan 042 4702, Block 1, Lot 7 from Rural Country Residential 1 “RCR1” to Direct Control 2 “DC2”, to accommodate a Retail - General Use.

DEFEATED

PUBLIC HEARINGS: 6. b) Removal of Municipal Reserve Designation for Plan 052 0560, Block 05, Lot 04MR

Reeve Knelsen called the public hearing for the Municipal Reserve Designation Removal to order at 1:04 p.m.

Reeve Knelsen asked if the public hearing for proposed Municipal Reserve Designation Removal was properly advertised. Caitlin Smith, Director of Planning & Agriculture answered that the Municipal Reserve Designation Removal was advertised in accordance with the Municipal Government Act.

Reeve Knelsen asked the Development Authority to outline the proposed MR Designation Removal.

Caitlin Smith, Director of Planning & Agriculture presented the following:

The proposed resolution of Council will remove the Municipal Reserve designation from the following property Plan 052 0560, Block 05, Lot 04MR situated at 9206-88 Avenue within the hamlet of La Crete (Isaac Dyck subdivision) to allow for future sale of land.

The property is currently zoned Recreational 1 “REC1” will need to be rezoned at a later date.

In compliance with Section 674(1) of the MGA, a public hearing is held to deliberate on the potential removal of designation for municipal reserve land.

Reeve Knelsen asked if Council has any questions of the proposed MR Designation Removal.

Councillor Wardley – Is this a low lying lot, isn't that why we took it for MR? How do we sell it for development?

Director of Planning & Agriculture – Operations has added leftover fill to the lot and therefore is no longer low lying. I had brought this to Council as a ratepayer had requested either that the County develop it into a park or if we would be willing to sell it. I was directed to advertise for the MR removal and we will be selling it.

Councillor Braun – Yes, the funds from the sale have to go into our park fund as per the MGA and this should not be an issue.

Reeve Knelsen asked if any submissions were received in regards to proposed MR Designation Removal.
There was one (1) submission received.

Reeve Knelsen asked if there was anyone present who would like to speak in regards to the proposed MR Designation Removal.
There was no one present to speak to the proposed MR Designation Removal.

Reeve Knelsen closed the public hearing for the MR Designation Removal at 1:06 p.m.

MOTION 24-02-115

MOVED by Councillor Braun

That the Chief Administrative Officer notify the Land Titles Registrar to remove the Municipal Reserve designation from Plan 052 0560, Block 05, Lot 04MR for the purpose of land sale.

CARRIED

**COMMUNITY
SERVICES:**

10. c) Bylaw 908-13 Unsightly Premises – Amendment

MOTION 24-02-116

MOVED by Councillor Wardley

That first reading be given to Bylaw 1325-24 Unsightly Premises as amended.

CARRIED

MOTION 24-02-117 **MOVED** by Councillor Driedger

That second reading be given to By-Law 1325-24 Unsightly Premises as amended.

CARRIED

MOTION 24-02-118 **MOVED** by Deputy Reeve Sarapuk

Requires Unanimous

That consideration be given to go to third and final reading of By-Law 1325-24 Unsightly Premises as amended.

CARRIED UNANIMOUSLY

MOTION 24-02-119 **MOVED** by Councillor Braun

That third and final reading be given to By-Law 1325-24 Unsightly Premises as amended.

CARRIED

COMMUNITY SERVICES:

10. d) Campground Caretakers – Request for Proposal Review

MOTION 24-02-120 **MOVED** by Councillor Wardley

That administration move forward with Request for Proposals for Campground Partnership as amended to operate one or more Campgrounds for the 2024 season.

CARRIED

FINANCE:

11. a) Budget Amendment - 2023 Mackenzie Agricultural Fair & Tradeshow

MOTION 24-02-121 **MOVED** by Deputy Reeve Sarapuk

Requires 2/3

That the 2023 One Time project budget be amended by \$1,000 for the 2023 Mackenzie Agricultural Fair & Tradeshow, with funding coming from sponsorships.

CARRIED

FINANCE:

11. b) Disaster Recovery Program – 2020 Update February 13 2024 Report

MOTION 24-02-122 **MOVED** by Councillor Driedger

That the 2020 Disaster Recovery Program February 13, 2024 update report be received for information.

CARRIED

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

MOTION 24-02-123 **MOVED** by Councillor Cardinal

That the Councillor Expense Claims for January 2024 be amended as discussed.

CARRIED

MOTION 24-02-124 **MOVED** by Councillor Wardley

That Bylaw 1316-23 Honorariums & Related Expense Reimbursement for Councillors and Approved Committee Members in regards to travel be brought to a future council meeting.

CARRIED

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

MOTION 24-02-125 **MOVED** by Deputy Reeve Sarapuk

That the Member at Large Expense Claim for January 2024 be received for information.

CARRIED

**PROJECTS &
INFRASTRUCTURE:** **12. a) Mackenzie County Outdoor Recreation and Tourism Plan -Request for Proposals (RFP) Awarding**

MOTION 24-02-126 **MOVED** by Councillor Morris

That the Mackenzie County Outdoor Recreation and Tourism Plan be awarded to Expedition Management Consulting.

CARRIED

Proponent Name	Score
Expedition Management Consulting	90
O2 Planning & Design	86.5
Setsail Interactive	67

**PROJECTS &
INFRASTRUCTURE:**

**12. b) Pacific NorthWest Economic Region (PNWER)
Committees and Initiatives**

MOTION 24-02-127

MOVED by Councillor Cardinal

That the following Councillors be authorized to attend the Pacific Northwest Economic Region (PNWER) Committees and Initiatives 33rd Annual Summit from July 21 – 25, 2024 in Whistler, British Columbia:

1. Reeve Knelsen
2. Councillor Cardinal
3. Councillor Wardley

CARRIED

OPERATIONS:

13. a) None

UTILITIES:

14. a) None

**PLANNING &
DEVELOPMENT:**

15. a) Bylaw 1323-24 Land Use Bylaw Amendment to Rezone Part of NW-9-106-15-W5M from Hamlet Residential 1A “H-R1A” to Manufactured Home Subdivision “MHS”

MOTION 24-02-128

MOVED by Councillor Braun

That Motion 24-01-037 be rescinded and the subject property remain zoned as Hamlet Residential 1A “H-R1A”.

CARRIED

MOTION 24-02-129
Requires 2/3

MOVED by Councillor Cardinal

That the developer be reimbursed for the cost of the application fee incurred during this process.

DEFEATED

**PLANNING &
DEVELOPMENT:**

15. b) Bylaw 1324-24 – La Crete Offsite Levy Bylaw

MOTION 24-02-130

MOVED by Councillor Wardley

That first reading be given to Bylaw 1324-24 being the La Crete Offsite Levy Bylaw as amended.

CARRIED

MOTION 24-02-131

MOVED by Councillor Driedger

That second reading be given to Bylaw 1324-24 being the La Crete Offsite Levy Bylaw as amended.

CARRIED

MOTION 24-02-132
Requires Unanimous

MOVED by Deputy Reeve Sarapuk

That consideration be given to third and final reading of Bylaw 1324-24 being the La Crete Offsite Levy Bylaw as amended.

CARRIED UNANIMOUSLY

MOTION 24-02-133

MOVED by Councillor Morris

That third reading and final reading be given to Bylaw 1324-24 being the La Crete Offsite Levy Bylaw as amended.

CARRIED

ADMINISTRATION:

**16. e) NWT Association of Communities Tradeshow
(ADDITION)**

MOTION 24-02-134

MOVED by Councillor Wardley

That the NWT Association of Communities Tradeshow discussion be received for information.

CARRIED

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

Reeve Knelsen turned over the chair to Deputy Reeve Sarapuk and left the meeting at 2:11 p.m.

Deputy Reeve Sarapuk reconvened the meeting at 2:20 p.m.

ADMINISTRATION: 16. a) High Level Agricultural Society – 54th Annual High Level Rodeo Sponsorship Request

MOTION 24-02-135 **MOVED** by Councillor Cardinal

That Mackenzie County sponsor the High Level Agricultural Society's 54th Annual High Level Rodeo in the amount of \$2,000.

CARRIED

ADMINISTRATION: 16. b) Northern Lights Recreation Centre - 41st La Crete Challenge Cup Sponsorship Request

MOTION 24-02-136 **MOVED** by Councillor Driedger

That Mackenzie County sponsor the Northern Lights Recreation Centre's 41st La Crete Challenge Cup from April 5-7, 2024 in the amount of \$1,000.

CARRIED

MOTION 24-02-137 **MOVED** by Councillor Cardinal

That Mackenzie County sponsor the Loggers & Truckers Hockey Tournament from April 8-13, 2024 in the amount of \$1,000.

CARRIED

ADMINISTRATION: 16. f) Water Capacity – Zama Water Treatment Plant (ADDITION)

MOTION 24-02-138 **MOVED** by Councillor Morris
Requires Unanimous

That administration investigate and provide water capacity options for industry.

CARRIED UNANIMOUSLY

COMMITTEE OF THE WHOLE ITEMS: 17. a) None

**COUNCIL
COMMITTEE
REPORTS:**

18. a) Council Committee Reports (verbal)

MOTION 24-02-139

MOVED by Councillor Cardinal

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

CARRIED

**COUNCIL
COMMITTEE
REPORTS:**

18. b) Agricultural Service Board Meeting Minutes

MOTION 24-02-140

MOVED by Councillor Wardley

That the unapproved meeting minutes from the February 6, 2024 Agricultural Service Board meeting minutes be received for information.

CARRIED

**COUNCIL
COMMITTEE
REPORTS:**

18. c) Development Ad Hoc Committee Meeting Minutes

MOTION 24-02-141

MOVED by Councillor Braun

That the unapproved meeting minutes from the February 7, 2024 Development Ad Hoc Committee meeting minutes be received for information.

CARRIED

**INFORMATION/
CORRESPONDENCE:**

19. a) Information/Correspondence

MOTION 24-02-142

MOVED by Councillor Wardley

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

CARRIED

