

**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING**

**Tuesday, March 12, 2024  
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 (left the meeting at 12:03 p.m. and rejoined the meeting at 12:39 p.m.)
	Cameron Cardinal	Councillor (left the meeting at 10:58 a.m. and rejoined the meeting at 11:06 a.m.)
	David Driedger	Councillor (joined the meeting virtually at 10:09 a.m., left the meeting at 10:27 a.m. and rejoined the meeting virtually at 10:29 a.m., left the meeting at 1:21 p.m.)
	Ernest Peters	Councillor
	Garrell Smith	Councillor
	Lisa Wardley	Councillor (virtual, left the meeting at 2:14 p.m.)
	Dale Wiebe	Councillor
	<b>REGRETS:</b>	Eileen Morris
<b>ADMINISTRATION:</b>	Darrell Derksen	Chief Administrative Officer
	Byron Peters	Deputy Chief Administrative Officer / Director of Projects and Infrastructure
	Don Roberts	Director of Community Services
	Jennifer Batt	Director of Finance
	Andy Banman	Director of Operations
	Caitlin Smith	Director of Planning and Agriculture
	Louise Flooren	Manager of Legislative & Support Services/ Recording Secretary

**ALSO PRESENT:** Brownlee LLP - Jeneane Grundberg & Alifeyah Gulamhusein

Minutes of the Regular Council Meeting for Mackenzie County held on March 12, 2024 in the Council Chambers at the Fort Vermilion County Office.

**CALL TO ORDER:** 1. a) Call to Order

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Reeve Knelsen called the meeting to order at 10:00 a.m.

**AGENDA:**

**2. a) Adoption of Agenda**

**MOTION 24-03-202**

**MOVED** by Councillor Wardley

That the agenda be adopted with the following addition:

16. a) Winter Carnival Sponsorship Request

**CARRIED**

**ADOPTION OF  
PREVIOUS MINUTES:**

**3. a) Minutes of the February 28, 2024 Regular Council Meeting**

**MOTION 24-03-203**

**MOVED** by Councillor Braun

That the minutes of the February 28, 2024 Regular Council Meeting be adopted as presented.

**CARRIED**

**ADOPTION OF  
PREVIOUS MINUTES:**

**3. b) Business Arising out of the Minutes**

None.

**TENDERS:**

**5. a) None**

**PUBLIC HEARINGS:**

**6. a) None**

**DELEGATIONS:**

**7. a) None**

**GENERAL  
REPORTS:**

**8. a) Director & Manager Reports for February 2024**

**MOTION 24-03-204**

**MOVED** by Councillor Wardley

That the Director & Manager reports for February 2024 be received for information.

**CARRIED**

**AGRICULTURE  
SERVICES:**

**9. a) Bylaw 1327-24 Fee Schedule Bylaw Amendment**

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**MOTION 24-03-205**  
Requires 2/3

**MOVED** by Councillor Wardley

That first reading be given to Bylaw 1327-24 being the Fee Schedule Bylaw amendment for Mackenzie County.

**CARRIED**

**MOTION 24-03-206**  
Requires 2/3

**MOVED** by Councillor Smith

That second reading be given to Bylaw 1327-24 being the Fee Schedule Bylaw amendment for Mackenzie County.

**CARRIED**

**MOTION 24-03-207**  
Requires Unanimous

**MOVED** by Councillor Cardinal

That consideration be given to go to third and final reading of Bylaw 1327-24 being the Fee Schedule Bylaw amendment for Mackenzie County.

**CARRIED UNANIMOUSLY**

**MOTION 24-03-208**  
Requires 2/3

**MOVED** by Deputy Reeve Sarapuk

That third and final reading be given to Bylaw 1327-24 being the Fee Schedule Bylaw amendment for Mackenzie County.

**CARRIED**

**COMMUNITY  
SERVICES:**

**10. a) Campground Caretakers – Request for Proposal  
Review**

Councillor Driedger joined the meeting virtually at 10:09 a.m.

**MOTION 24-03-209**

**MOVED** by Councillor Braun

That Mackenzie County accepts the one (1) year term for the Machesis Lake Campground Caretaker Partnership with Gerald Fehr.

**CARRIED**

**MOTION 24-03-210**

**MOVED** by Councillor Peters

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That the Campground Caretakers Partnership be re-advertised for Hutch and Wadlin Lake.

**CARRIED**

**FINANCE: 11. a) Asset Retirement Obligation**

Councillor Driedger left the meeting at 10:27 a.m. and rejoined the meeting at 10:29 a.m.

**MOTION 24-03-211 MOVED** by Deputy Reeve Sarapuk

That administration request an engineers reporting on the Asset Retirement Obligation current useful life report be undertaken, presented at a future Committee of the Whole meeting and included in the 2023 Financial Reporting.

**CARRIED**

**FINANCE: 11. b) Reserve Allocation – 100 Street Land Sales**

**MOTION 24-03-212** **MOVED** by Councillor Wardley  
Requires 2/3

That \$451,119.82 from 100 street land sales in 2023 be contributed to the General Capital Reserve.

**CARRIED**

**FINANCE: 11. c) 2023 Regraveling Project**

**MOTION 24-03-213 MOVED** by Councillor Braun

That Council approve the regraveling gravel quantity allocations for 2023.

**CARRIED**

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

**MOTION 24-03-214 MOVED** by Councillor Cardinal

That the Councillor Expense Claims for February 2024 be received for information.

**CARRIED**

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

**MOTION 24-03-215** **MOVED** by Councillor Braun

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

**CARRIED**

**MOTION 24-03-216** **MOVED** by Councillor Smith

That the members at large expense claims from November and December 2023 be processed for payment.

**CARRIED**

Reeve Knelsen recessed the meeting at 10:49 a.m., Councillor Cardinal left the meeting at 10:58 and Reeve Knelsen reconvened the meeting at 11:00 a.m.

**CLOSED MEETING: 4. a) Closed Meeting**

**MOTION 24-03-217** **MOVED** by Councillor Wiebe

That Council move into a closed meeting at 11:01 a.m. to discuss the following:

4.a) Legal (*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 Councillor Cardinal and Councillor Morris
- Darrell Derksen, Chief Administrative Officer
- Byron Peters, Deputy Chief Administrative Officer / Director of Projects & Infrastructure
- Caitlin Smith, Director of Planning and Agriculture
- Louise Flooren, Manager of Legislative & Support Services/ Recording Secretary

Councillor Cardinal rejoined the meeting at 11:06 a.m. Councillor Braun left the meeting at 12:03 p.m.

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**MOTION 24-03-218**      **MOVED** by Councillor Smith

That Council move out of a closed meeting at 12:17 p.m.

**CARRIED**

Reeve Knelsen recessed the meeting at 12:17 p.m. and reconvened the meeting at 12:39 p.m., Councillor Braun rejoined the meeting at 12:40 p.m.

**MOTION 24-03-219**      **MOVED** by Councillor Peters

That Council move into a closed meeting at 12:40 p.m. to discuss the following:

- 4.a)    Legal (*FOIP Sections 23, 24, 25 and 27*)
- 4.b)    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 Morris
- Darrell Derksen, Chief Administrative Officer
- Byron Peters, Deputy Chief Administrative Officer / Director of Projects & Infrastructure
- Caitlin Smith, Director of Planning and Agriculture
- Louise Flooren, Manager of Legislative & Support Services/Recording Secretary

Jennifer Batt, Director of Finance rejoined the meeting at 12:48 p.m., Jennifer Batt, Director of Finance left the meeting at 12:55 p.m.

Byron Peters, Deputy Chief Administrative Officer/Director of Projects & Infrastructure, Caitlin Smith, Director of Planning and Agriculture and Louise Flooren, Manager of Legislative & Support Services/ Recording Secretary left the meeting at 1:04 p.m.

**MOTION 24-03-220**      **MOVED** by Councillor Peters

That Council move out of a closed meeting at 1:15 p.m.

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**CARRIED**

Administration returned to the meeting at 1:15 p.m.

**CLOSED MEETING: 4. a) Legal**

**MOTION 24-03-221 MOVED** by Councillor Smith

That the legal discussion be received for information.

**CARRIED**

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

**MOTION 24-03-222 MOVED** by Deputy Reeve Sarapuk

That the CAO Report be received for information.

**CARRIED**

**PROJECTS & INFRASTRUCTURE: 12. a) Offsite Levy Bylaw – La Crete East Waterline**

Councillor Driedger left the meeting at 1:21 p.m.

**MOTION 24-03-223 MOVED** by Councillor Peters  
Requires 2/3

That the La Crete East Waterline project be upsized from a 10 inch waterline to a 12 inch waterline in order to facilitate continued industrial growth, and that the budget be amended by \$105,000, from \$700,000 to \$805,000, with funding coming from the Water/Sewer Infrastructure Reserve.

**CARRIED**

**MOTION 24-03-224 MOVED** by Deputy Reeve Sarapuk

That first reading be given to Bylaw 1330-24 being the La Crete East Waterline Off-site Levy Bylaw as amended.

**CARRIED**

**OPERATIONS: 13. a) Amend Policy PW012 Gravel Supply**

**MOTION 24-03-225 MOVED** by Councillor Cardinal

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That Policy PW012 Re-Gravelling be amended as presented.

**CARRIED**

**UTILITIES:**

**14. a) Water Capacity – Zama City Water Treatment Plant**

**MOTION 24-03-226**

**MOVED** by Councillor Braun

That the Zama City Water Treatment Plant Report be received for information.

**CARRIED**

**PLANNING &  
DEVELOPMENT:**

**15. a) Bylaw 1329-24 Land Use Bylaw Amendment to  
Rezone Plan 232 2146, Block 3, Lots 6-13**

**MOTION 24-03-227**

**MOVED** by Councillor Wardley

That first reading be given to Bylaw 1329-24 being a Land Use Bylaw Amendment to rezone Plan 232 2146, Block 3, Lots 6-13 from Hamlet Residential 2A “H-R2A” to Hamlet Residential 1 “H-R1”, subject to public hearing input.

**CARRIED**

**ADMINISTRATION:**

**16. a) Winter Carnival Sponsorship Request (ADDITION)**

**MOTION 24-03-228**  
Requires Unanimous

**MOVED** by Councillor Wardley

That Mackenzie County sponsors the Winter Carnival being held on March 22-24, 2024 in Fort Vermilion in the amount of \$500.

**CARRIED UNANIMOUSLY**

**COMMITTEE OF THE  
WHOLE ITEMS:**

**17. a) None**

**COUNCIL  
COMMITTEE  
REPORTS:**

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

**MOTION 24-03-229**

**MOVED** by Councillor Cardinal

That the Council Committee Reports be received for information.

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**CARRIED**

**INFORMATION/  
CORRESPONDENCE:**

**19. a) Information/Correspondence**

Councillor Wardley left the meeting at 2:14 p.m.

**MOTION 24-03-230**

**MOVED** by Councillor Wiebe

That a letter be written to the Northern Alberta Elected Leaders (NAEL) in regards to issues that affect the northern municipalities.

**CARRIED**

**MOTION 24-03-231**

**MOVED** by Deputy Reeve Sarapuk

That the Information/Correspondence be received for information.

**CARRIED**

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

**NEXT MEETING  
DATES:**

**21. a) Next Meeting Dates**

Committee of the Whole Meeting  
March 26, 2024  
10:00 a.m.  
Fort Vermilion Council Chambers

Regular Council Meeting  
March 27, 2024  
10:00 a.m.  
Fort Vermilion Council Chambers

**ADJOURNMENT: 22. a) Adjournment**

**MOTION 24-03-232**

**MOVED** by Councillor Cardinal

That the Council meeting be adjourned at 2:16 p.m.

**CARRIED**

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These minutes were approved at the March 27, 2024 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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