

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Wednesday, May 22, 2024
10:00 a.m.**

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

PRESENT: Josh Knelsen Reeve
Walter Sarapuk Deputy Reeve (left the meeting at 12:55 p.m.)
Peter F. Braun Councillor
Cameron Cardinal Councillor (left the meeting at 11:00 a.m. and returned to the meeting at 11:06 a.m.)
David Driedger Councillor
Ernest Peters Councillor
Garrell Smith Councillor (left the meeting at 12:40 p.m.)
Lisa Wardley Councillor (virtual)
Dale Wiebe Councillor (virtual, left the meeting at 1:47 p.m.)

REGRETS: Eileen Morris Councillor

ADMINISTRATION: 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
John Zacharias Director of Utilities
Willie Schmidt Fleet Maintenance Manager
Louise Flooren Manager of Legislative & Support Services/
Recording Secretary

ALSO PRESENT: Rob Barone Alberta Health Services
Staff Sgt. Kevin Wright Royal Canadian Mounted Police
Detachment Commander

Minutes of the Regular Council Meeting for Mackenzie County held on May 22, 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 24-05-395

MOVED by Councillor Braun

That the agenda be adopted with the following additions:

- 10. b) Wellness Centre
- 11. h) Minimum Tax
- 12. b) Re-gravelling

CARRIED

**ADOPTION OF
PREVIOUS MINUTES:**

3. a) Minutes of the May 7, 2024 Regular Council Meeting

MOTION 24-05-396

MOVED by Councillor Smith

That the minutes of the May 7, 2024 Regular Council Meeting be adopted as presented.

CARRIED

CLOSED MEETING:

4. Closed Meeting

MOTION 24-05-397

MOVED by Deputy Reeve Sarapuk

That Council move into a closed meeting at 10:02 a.m. to discuss the following:

- 4.a) 2024 Bursary Application (*FOIP Section 17*)
- 4.b) Development Permits in the Fort Vermilion Flood Plain (*FOIP Sections 23, 24, 25 and 27*)
- 4.c) 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 Morris
- Darrell Derksen, Chief Administrative Officer
- Byron Peters, Deputy Chief Administrative Officer / Director of Projects & Infrastructure
- Don Roberts, Director of Community Services

- Jennifer Batt, Director of Finance
- Andy Banman, Director of Operations
- Caitlin Smith, Director of Planning and Agriculture
- John Zacharias, Director of Utilities
- Willie Schmidt, Fleet Maintenance Manager
- Louise Flooren, Manager of Legislative & Support Services/ Recording Secretary

Don Roberts, Director of Community Services, Andy Banman, Director of Operations, John Zacharias, Director of Utilities, Willie Schmidt, Fleet Maintenance Manager left the meeting at 10:41 a.m.

Councillor Cardinal left the meeting at 11:00 a.m. and returned to the meeting at 11:06 a.m.

MOTION 24-05-398 **MOVED** by Councillor Cardinal

That Council move out of a closed meeting at 11:14 a.m.

CARRIED

CLOSED MEETING: **4. a) 2024 Bursary Applications**

MOTION 24-05-399 **MOVED** by Councillor Driedger

That Council awards 16 bursary recipients as presented for the total amount of \$19,000.

CARRIED

MOTION 24-05-400 **MOVED** by Councillor Braun

That administration re-advertise the bursary program with an extension date of June 30, 2024 and present any new applicants to Council for review and consideration.

CARRIED

CLOSED MEETING: **4. b) Development Permits in the Fort Vermilion Flood Plain**

MOTION 24-05-401 **MOVED** by Councillor Smith

That the Development Permits in the Fort Vermilion Flood Plain discussion be received for information.

CARRIED

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

MOTION 24-05-402 **MOVED** by Deputy Reeve Sarapuk

That the Legal discussion be received for information.

CARRIED

Reeve Knelsen recessed the meeting at 11:16 a.m. and reconvened the meeting at 11:28 a.m.

DELEGATIONS: 7. a) **Alberta Health Services (AHS) – Emergency Medical Services (EMS)**

Reeve Knelsen recessed the meeting at 12:23 p.m. and reconvened the meeting at 12:39 p.m.

DELEGATIONS: 7. b) **Royal Canadian Mounted Police (RCMP)**

Councillor Smith left the meeting at 12:40 p.m., Deputy Reeve Sarapuk left the meeting at 12:55 p.m.

TENDERS: 5. a) **None**

PUBLIC HEARINGS: 6. a) **Bylaw 1335-24 Land Use Bylaw Amendment to Rezone Plan 202 1350, Block 03, Lots 1-25 from Country Recreational “CREC” to Country Recreational 2 “CREC2”**

Reeve Knelsen called the public hearing for Bylaw 1335-24 to order at 1:06 p.m.

Reeve Knelsen asked if the public hearing for proposed Bylaw 1335-24 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 1335-24 Land Use Bylaw Amendment to

Rezone Plan 202 1350, Block 03, Lots 1-25 from Country Recreational “CREC” to Country Recreational 2 “CREC2”.

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

Administration has received a request to rezone Plan 202 1350, Block 03, Lots 1-25 from Country Recreational “CREC” to Country Recreational 2 “CREC2”.

The reason for the rezoning is that the current zoning (CREC) setbacks do not allow for the proposed development due to lot size. The applicant would like to construct duplexes on the proposed lots. Duplexes are considered a discretionary use within the Country Recreational 2 (CREC2) zoning.

The purpose of the Country Recreational 2 district is to permit the DEVELOPMENT of permanent residential areas adjacent to the La Crete Golf Course in Mackenzie County. All DEVELOPMENTS shall conform to a relevant AREA STRUCTURE PLAN. This zoning is specific to developments on lands within close proximity to golf courses.

Reeve Knelsen asked if Council has any questions of the proposed Bylaw 1335-24 Land Use Bylaw Amendment. There were no questions.

Reeve Knelsen asked if any submissions were received in regards to proposed Bylaw 1335-24. There were no submissions.

Reeve Knelsen asked if there was anyone present who would like to speak in regards to the proposed Bylaw 1335-24. There was no one present to speak to the proposed bylaw.

Reeve Knelsen closed the public hearing for Bylaw 1335-24 at 1:07 p.m.

MOTION 24-05-403

MOVED by Councillor Braun

That second reading be given to Bylaw 1335-24 being a Land Use Bylaw Amendment to rezone Plan 202 1350, Block 03, Lots

1-25 from Country Recreational “CREC” to Country Recreational 2 “CREC2” to allow the development of duplexes.

CARRIED

MOTION 24-05-404 **MOVED** by Councillor Cardinal

That third reading be given to Bylaw 1335-24 being a Land Use Bylaw Amendment to rezone Plan 202 1350, Block 03, Lots 1-25 from Country Recreational “CREC” to Country Recreational 2 “CREC2” to allow the development of duplexes.

CARRIED

MOTION 24-05-405 **MOVED** by Councillor Driedger

That the Alberta Health Services (AHS) – Emergency Medical Services (EMS) presentation be received for information.

CARRIED

MOTION 24-05-406 **MOVED** by Councillor Cardinal

That the RCMP discussion be received for information.

CARRIED

PLANNING & DEVELOPMENT: **15. a) Offer to Purchase – Plan 792 1881, Block 18, Lot 01 (Hamlet of La Crete)**

MOTION 24-05-407 **MOVED** by Councillor Peters

That administration proceed with the offer to purchase for Plan 792 1881, Block 18, Lot 01 as per policy.

CARRIED

PROJECTS & INFRASTRUCTURE: **12. b) Re-gravelling (ADDITION)**

MOTION 24-05-408 **MOVED** by Councillor Peters

That the Re-gravelling discussion be received for information.

CARRIED

OPERATIONS:

13. a) Budget Amendment Request - Zero Turn Mower Purchase

MOTION 24-05-409
Requires 2/3

MOVED by Councillor Wardley

That the 2024 Capital Budget be amended by \$16,900 for the purchase of the Zero Turn Mower with funding coming from the Vehicle and Equipment Reserve.

CARRIED

GENERAL REPORTS:

8. a) None

AGRICULTURE SERVICES:

9. a) None

COMMUNITY SERVICES:

10. a) Forest Resource Improvement Association of Alberta (FRIAA) Grant Funding – 2024 Budget Amendment

MOTION 24-05-410
Requires 2/3

MOVED by Councillor Wardley

That the 2024 One Time Projects budget be amended to include the FRIAA project - CFP-24-19 for \$49,000 with funding coming from the Forest Resource Improvement Association of Alberta (FRIAA).

CARRIED

COMMUNITY SERVICES:

10. b) Wellness Centre (ADDITION)

MOTION 24-05-411
Requires Unanimous

MOVED by Councillor Wardley

That administration provide the Mackenzie Aquatic Society with a letter outlining the funding available from Mackenzie County to use for matching grant applications for the Wellness Centre.

CARRIED UNANIMOUSLY

Reeve Knelsen recessed the meeting at 1:46 p.m., Councillor Wiebe left the meeting at 1:47 p.m. and Reeve Knelsen reconvened the meeting at 2:01 p.m.

FINANCE: 11. a) Request to Rescind Motion 24-04-306

MOTION 24-05-412 **MOVED** by Councillor Braun

Requires 2/3

That motion 24-04-306 be rescinded.

CARRIED

MOTION 24-05-413 **MOVED** by Councillor Braun

Requires 2/3

That the 2024 Capital Budget be amended by \$25,000 for the La Crete Recreation Board Scissor Lift project with funding in the amount of \$12,500 coming from the La Crete Recreation Society, and \$12,500 coming from the General Capital Reserve.

CARRIED

CLOSED MEETING: 4. Closed Meeting

MOTION 24-05-414 **MOVED** by Councillor Driedger

That Council move into a closed meeting at 2:02 p.m. to discuss the following:

4.d) 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 Deputy Reeve Sarapuk, Councillor Morris, Councillor Smith and Councillor Wiebe
- Darrell Derksen, Chief Administrative Officer
- Byron Peters, Deputy Chief Administrative Officer / Director of Projects & Infrastructure
- Louise Flooren, Manager of Legislative & Support Services/ Recording Secretary

MOTION 24-05-415 **MOVED** by Councillor Braun

That Council move out of a closed meeting at 2:35 p.m.

CARRIED

Reeve Knelsen recessed the meeting at 2:35 p.m. and reconvened the meeting at 2:48 p.m.

CLOSED MEETING: 4. d) CAO Report

MOTION 24-05-416 MOVED by Councillor Driedger

That the CAO Report be received for information.

CARRIED

FINANCE: 11. b) Brighter Futures & Fort Vermilion Support Services - Community Garden Donation Request

MOTION 24-05-417 MOVED by Councillor Braun

That Mackenzie County donate topsoil located behind the Fort Vermilion Recreation Complex and recommend Family and Community Support Services funding be utilized for seed purchases.

CARRIED

FINANCE: 11. c) Policy ADM054 Fuel Usage - Amendment

MOTION 24-05-418 MOVED by Councillor Wardley

That Policy ADM054 Fuel Usage be approved as presented.

CARRIED

FINANCE: 11. d) Policy FIN011 Accounts Receivable / Utility Collection - Amendment

MOTION 24-05-419 MOVED by Councillor Peters

That Policy FIN011 Accounts Receivable/Utility Collection be approved as presented.

CARRIED

FINANCE: 11. e) Financial Reports – January – April 2024

MOTION 24-05-420 MOVED by Councillor Wardley

That the financial reports for January to April 2024 be received for information.

CARRIED

FINANCE: 11. f) Councillor Expense Claims

MOTION 24-05-421 MOVED by Councillor Wardley

That the Councillor Expense Claim for April 2024 be amended as discussed.

CARRIED

FINANCE: 11. g) Members at Large Expense Claims

MOTION 24-05-422 MOVED by Councillor Cardinal

That the Member at Large Expense Claims for April 2024 be received for information.

CARRIED

FINANCE: 11. h) Minimum Tax (ADDITION)

MOTION 24-05-423 MOVED by Councillor Cardinal
Requires Unanimous

That the Minimum Tax for grazing leases as per schedule "A" be amended to \$100.

CARRIED UNANIMOUSLY

MOTION 24-05-424 MOVED by Councillor Braun
Requires Unanimous

That the Minimum Tax for grazing leases as per schedule "B" be amended as discussed.

CARRIED UNANIMOUSLY

PROJECTS & INFRASTRUCTURE: 12. a) Hamlet of La Crete North Trunk Sanitary Sewer

MOTION 24-05-425 MOVED by Councillor Peters

That a Special Council Meeting be set for May 28, 2024 at 10:30 a.m. for the purposes of opening the North Trunk Sanitary Sewer Contract #2 (lift station) tenders and additional re-gravelling.

CARRIED

MOTION 24-05-426 **MOVED** by Councillor Braun

That Council review both the construction and lift station tenders for the La Crete North Sanitary project during the Special Council Meeting on May 28, 2024.

CARRIED

UTILITIES: **14. a) None**

PLANNING & DEVELOPMENT: **15. b) Request from Heimstaed Senior’s Lodge Addition – Setback Variance and Partial Road Closure**

MOTION 24-05-427 **MOVED** by Councillor Driedger

That Council grant the Municipal Planning Commission special variance authority of 40% for the Heimstaed Lodge Development Permit upon application.

CARRIED

MOTION 24-05-428 **MOVED** by Councillor Peters

That administration advertise for the partial Road Closure Bylaw.

CARRIED

PLANNING & DEVELOPMENT: **15. c) Bylaw 1338-24 Delegation of Authority to Town of High Level to Maintain and Operate the Cemetery located on Plan 4227RS, Lot OT (High Level Rural)**

MOTION 24-05-429 **MOVED** by Councillor Braun

That first reading be given to Bylaw 1338-24 to delegate authority to allow the Town of High Level to maintain and operate the cemetery located on Plan 4227RS, Lot OT.

CARRIED

MOTION 24-05-430 **MOVED** by Councillor Wardley

That second reading be given to Bylaw 1338-24 to delegate authority to allow the Town of High Level to maintain and operate the cemetery located on Plan 4227RS, Lot OT.

CARRIED

MOTION 24-05-431 **MOVED** by Councillor Driedger
Requires Unanimous

That consideration for third reading be given to Bylaw 1338-24 to delegate authority to allow the Town of High Level to maintain and operate the cemetery located on Plan 4227RS, Lot OT.

CARRIED UNANIMOUSLY

MOTION 24-05-432 **MOVED** by Councillor Cardinal

That third reading be given to Bylaw 1338-24 to delegate authority to allow the Town of High Level to maintain and operate the cemetery located on Plan 4227RS, Lot OT.

CARRIED

ADMINISTRATION: **16. a) La Crete Agricultural Society Request for Canada Day Funds**

MOTION 24-05-433 **MOVED** by Councillor Braun
Requires 2/3

That Mackenzie County provide grant funding to the La Crete Agricultural Society Canada Day Event in the amount of \$1,000.

CARRIED

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

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

MOTION 24-05-434 **MOVED** by Councillor Driedger

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

CARRIED

**COUNCIL
COMMITTEE
REPORTS:**

18. b) Agricultural Service Board Meeting Minutes

MOTION 24-05-435

MOVED by Councillor Peters

That the unapproved Agricultural Service Board meeting minutes of May 3, 2024 be received for information.

CARRIED

**INFORMATION/
CORRESPONDENCE:**

19. a) Information/Correspondence

MOTION 24-05-436

MOVED by Councillor Cardinal

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

Regular Council Meeting
June 11, 2024
10:00 a.m.
Fort Vermilion Council Chambers

Committee of the Whole Meeting
June 25, 2024
10:00 a.m.
Fort Vermilion Council Chambers

ADJOURNMENT:

22. a) Adjournment

MOTION 24-05-437

MOVED by Councillor Braun

That the Council meeting be adjourned at 4:02 p.m.

CARRIED

These minutes were approved at the June 11, 2024 Regular Council Meeting.

(original signed)

Joshua Knelsen
Reeve

(original signed)

Darrell Derksen
Chief Administrative Officer

