

## **AGENDA**

### **May 14, 2025 – County Council Meeting**

*Immediately following the Committee of the Whole Meeting*

- 1. Call to Order**
- 2. Changes to Agenda and Adoption of Agenda**
- 3. Confirmation of Minutes**
  - 3.1 April 22, 2025 Council Meeting
- 4. Delegations**
- 5. Council Priorities**
- 6. Requests for Decision**
  - 6.1 Intermunicipal Subdivision and Development Appeal Board Bylaw No. 1366-25
  - 6.2 Subdivision File #06-2025
  - 6.3 National Volunteer Week 2025 Appreciation BBQ Support Request
  - 6.4 Full-Time Public Safety Officer
  - 6.5 Asset Disposal: Unit 332 - Cat 160
  - 6.6 Appointment of Agricultural Service Board Inspectors
  - 6.7 Assessment Review Board Bylaw No. 1365-25
  - 6.8 Bylaw 1367-25 to Amend Council Procedural Bylaw 1351-24
- 7. Reports**
  - 7.1 Reeve
  - 7.2 Council
  - 7.3 CAO
  - 7.4 Operations
  - 7.5 Planning and Community Services
  - 7.6 Protective Services
  - 7.7 Corporate Services
- 8. Correspondence and Information Items**
  - 8.1 STARS Impact Report
  - 8.2 Vegreville Agricultural Society re Xtreme Kubota Country Fair
  - 8.3 Canadian Association of Municipal Administrators re Long Service Recipient CAO Pat Podoborzny
- 9. Councillor Requests (Information Requests and Notices of Motion)**
  - 9.1 Action Item List
- 10. Closed Session**
  - 10.1 Draft Disability Benefits Policy  
*FOIP Section 17, Disclosure harmful to personal privacy*
- 11. Open Session**
- 12. Motions Arising out of the Closed Session**
  - 12.1 Draft Disability Benefits Policy  
*FOIP Section 17, Disclosure harmful to personal privacy*
- 13. Adjournment**



## COUNCIL MEETING MINUTES

**April 22, 2025**

Council Members Present: Reeve Roger Konieczny, Division 3  
Deputy Reeve Kevin Bentley, Division 7  
Councillor Joey Nafziger, Division 1  
Councillor Eric Anderson, Division 2  
Councillor Cliff Wowdzia, Division 4  
Councillor Tara Kuzio, Division 5  
Councillor Carl Ogrodnick, Division 6

Administration Present: Pat Podoborzny, Chief Administrative Officer  
Norm De Wet, Director of Operations  
Jason Warawa, Director of Corporate Services  
Mike Fundytus, Director of Protective Services  
Davin Gegolick, Director of Planning and Community Services  
Audra Kropielnicki, Executive Coordinator  
Elaine Cartier, Administrative Assistant, Planning

**1 CALL TO ORDER**

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

**2 ADOPTION OF AGENDA**

**2025-096**

**Moved by:** Councillor Wowdzia

THAT the April 22, 2025 regular Council meeting agenda be adopted as presented.

**Carried**

**3 CONFIRMATION OF MINUTES**

3.1 March 20, 2025 County Council Meeting

**2025-097**

**Moved by:** Councillor Kuzio

THAT the March 20, 2025 regular Council meeting minutes be adopted as presented.

**Carried**

**4 DELEGATIONS**

**5 COUNCIL PRIORITIES**

**2025-098**

**Moved by:** Councillor Nafziger

THAT the Council Priorities be accepted as information.

**Carried**

**6 REQUESTS FOR DECISION**

6.1 Subdivision File #03-2025

**2025-099**

**Moved by:** Deputy Reeve Bentley

THAT Council move to conditionally approve Subdivision File 03-2025 per the recommendations of the report.

**Carried**

6.2 Subdivision File #04-2025

**2025-100**

**Moved by:** Councillor Anderson

THAT Council move to conditionally approve Subdivision File 04-2025 per the recommendations of the report.

**Carried**

6.3 Community Investment Program

**2025-101**

**Moved by:** Councillor Anderson

THAT Council approve the Community Investment Program.

**Carried**

*Councillor Wowdzia left the meeting at 10:09 a.m.*

6.4 Hamlet Cleanup Program Applications

**2025-102**

**Moved by:** Councillor Nafziger

THAT County approve the applications submitted for the 2025 Hamlet cleanup.

**Motion Defeated**

**2025-103**

**Moved by:** Councillor Kuzio

THAT Council move to table the decision until later in the meeting.

**Carried**

*Reeve recessed the meeting at 10:20 a.m.*

*Reeve reconvened the meeting at 10:28 a.m.*

6.5 Gravel Inventory Control Policy

**2025-104**

**Moved by:** Deputy Reeve Bentley

THAT County Council move to adopt the new Gravel Inventory Control Policy.

**Carried**

6.6 Gravel Inventory Adjustments Policy OP 9014-01

**2025-105**

**Moved by:** Councillor Anderson

THAT County Council move to repeal Gravel Inventory Adjustments Policy OP 9014-01.

**Carried**

6.7 2025 STIP Projects – BF's 1195 and 75604

**2025-106**

**Moved by:** Councillor Ogrodnick

THAT County Council approve the contract with West-Can Seal Coating Inc. for the replacement of BF 1195, and BF 75604, with a total project cost of \$781,442 including engineering, contingency, geotech and fish capture, and excluding GST.

**Carried**

6.8 Bridge Maintenance Tender: BF's 1865 and 74718

**2025-107**

**Moved by:** Councillor Kuzio

THAT County Council approve the contract with Bridgemen Services Ltd. for the bridge maintenance and repair of BF 1865, and BF 74718, with a total project cost of \$529,054 including engineering, fish salvage, contingency, and excluding GST.

**Carried**

6.9 Winter Maintenance Policy

**2025-108**

**Moved by:** Deputy Reeve Bentley

THAT County Council move to adopt the new Winter Maintenance policy.

**Carried**

6.10 Snow Clearing Policy OP 9016-01-A

**2025-109**

**Moved by:** Councillor Ogrodnick

THAT County Council move to repeal Snow Clearing Policy OP 9016-01-A.

**Carried**

**2025-110**

**Moved by:** Deputy Reeve Bentley

Deputy Reeve Bentley moved to proceed to Item# 6.15 on the Council Meeting Agenda in order for Councillor Wowdzia to be present for the 2025 Final Budget discussion.

**Carried**

6.11 2025 Final Budget

**2025-113**

**Moved by:** Councillor Ogrodnick

THAT County Council approve the addition of RR 144 to the Road Oiling project as discussed at the April 16, 2025 Committee of the Whole meeting to the final budget.

**Motion Defeated**

**2025-114**

**Moved by:** Councillor Anderson

THAT County Council approve the 2025 operating and capital budgets totalling \$30,615,104 plus a non-cash operating expense of \$1,953,367 for amortization and accretion expenses related to tangible capital assets and associated retirement obligations.

**Carried**

6.12 2025 Property Tax Bylaw No. 1363-25

**2025-115**

**Moved by:** Councillor Nafziger

THAT County Council give first reading to Bylaw No. 1363-25 that authorizes the taxation rates to be levied against assessable property within the County of Minburn for 2025.

**Carried**

**2025-116**

**Moved by:** Deputy Reeve Bentley

THAT County Council give second reading to Bylaw No. 1363-25 that authorizes the taxation rates to be levied against assessable property within the County of Minburn for 2025.

**Carried**

**2025-117**

**Moved by:** Councillor Wowdzia

THAT County Council consider giving unanimous consent to going to third and final reading to Bylaw No. 1363-25 that authorizes the taxation rates to be levied against assessable property within the County of Minburn for 2025.

**Carried**



**2025-118**

**Moved by:** Councillor Anderson

THAT County Council give third reading to Bylaw No. 1363-25 that authorizes the taxation rates to be levied against assessable property within the County of Minburn for 2025.

**Carried**

6.13 Hamlet of Minburn Special Tax Rate Bylaw No. 1364-25

**2025-119**

**Moved by:** Councillor Kuzio

THAT County Council give first reading to Bylaw No. 1364-25 that authorizes a special tax to be levied against parcels of land in the Hamlet of Minburn to raise revenue to pay for sewer services in 2025.

**Carried**

**2025-120**

**Moved by:** Anderson

THAT County Council give second reading to Bylaw No. 1364-25 that authorizes a special tax to be levied against parcels of land in the Hamlet of Minburn to raise revenue to pay for sewer services in 2025.

**Carried**

**2025-121**

**Moved by:** Wowdzia

THAT County Council consider giving unanimous consent to go to third and final reading to Bylaw No. 1364-25 that authorizes a special tax to be levied against parcels of land in the Hamlet of Minburn to raise revenue to pay for sewer services in 2025.

**Carried**

**2025-122**

**Moved by:** Councillor Nafziger

THAT County Council give third reading to Bylaw No. 1364-25 that authorizes a special tax to be levied against parcels of land in the Hamlet of Minburn to raise revenue to pay for sewer services in 2025.

**Carried**

6.14 2024 Financial Statements

**2025-123**

**Moved by:** Councillor Kuzio

THAT County Council approve the 2024 Audited Financial Statements as presented.

**Carried**

6.15 County of Minburn No. 27 and MD of Wainwright Intermunicipal Collaboration Framework Extension

**2025-111**

**Moved by:** Deputy Reeve Bentley

THAT County Council approve the amending Intermunicipal Collaboration Framework agreement with the MD of Wainwright extending the term of the original agreement from 2024 to 2027.

**Carried**

6.16 Vegreville Intermunicipal Committee Meeting

**2025-112**

**Moved by:** Councillor Anderson

THAT Council move that Administration arrange a meeting with the County and Town of Vegreville Intermunicipal Committees to review the Recreation and Solid Waste agreements.

**Carried**

*Councillor Wowdzia returned to the meeting at 10:50 a.m.*

*Council returned to Item# 6.11 on the Council Meeting Agenda.*

*Reeve Konieczny recessed the meeting at 11:03 a.m.*

*Reeve Konieczny reconvened the meeting at 11:10 a.m.*

**7                REPORTS**

- 7.1    Reeve
- 7.2    Council
- 7.3    CAO
- 7.4    Operations
- 7.5    Planning and Community Services
- 7.6    Protective Services
- 7.7    Corporate Services

**2025-124**

**Moved by:** Councillor Anderson

THAT Council approve Innisfree Seed Cleaning Plant's request for 12 tonnes of gravel.

**Carried**

**2025-125**

**Moved by:** Councillor Kuzio

THAT Council accepts the reports as presented.

**Carried**

**8                CORRESPONDENCE AND INFORMATION ITEMS**

- 8.1    Town of Vegreville Invitation to Regional Recreation Feasibility Study Presentation

**2025-126**

**Moved by:** Councillor Wowdzia

THAT Council accept the correspondence as information.

**Carried**

**9                COUNCILLOR REQUESTS (Information Requests and Notices of Motion)**

- 9.1    Action Item List

**2025-127**

**Moved by:** Councillor Ogradnick

THAT Council accept the Action Item List as information.

**Carried**

*Reeve Konieczny recessed the meeting at 12:10 p.m*

*Audra Kropielnicki, Elaine Cartier, Davin Gegolick, Mike Fundytus, and Norm De Wet left the meeting at 12:10 p.m.*

*Reeve Konieczny reconvened the meeting at 12:20 p.m.*

**10              CLOSED SESSION**

**2025-128**

**Moved by:** Councillor Nafziger

THAT County Council meet in private to discuss matters protected from disclosure under the *Freedom of Information and Protection of Privacy (FOIP) Act* specifically Section 27, Privileged information and Section 16, Disclosure harmful to business interests of a third party at 12:20 p.m.

10.1 Sequoia Resources Corp. – Bankruptcy Proceedings  
FOIP Section 27, Privileged information

Name	Reason/Purpose
Pat Podoborozny	Strategic Leader of the Organization
Jason Warawa	Strategic Leader of the Organization

Jason Warawa left the meeting at 12:25 p.m.  
Davin Gegolick and Kathy Dmytriw entered the meeting at 12:25 p.m.

10.2 Development Application #2025-16  
FOIP Section 16, Disclosure harmful to business interests of a third party

Name	Reason/Purpose
Pat Podoborozny	Strategic Leader of the Organization
Davin Gegolick	Strategic Leader of the Organization
Kathy Dmytriw	Presenter

Kathy Dmytriw left the meeting at 12:43 p.m.  
Davin Gegolick left the meeting at 1:28 p.m.

10.3 Hamlet Cleanup Program Applications  
FOIP Section 16, Disclosure harmful to business interests of a third party

Name	Reason/Purpose
Pat Podoborozny	Strategic Leader of the Organization

Carried

11 OPEN SESSION

2025-129  
Moved by: Councillor Anderson  
THAT Council move to revert to Open Session at 1:34 p.m.

Carried

12 MOTIONS ARISING OUT OF THE CLOSED SESSION

2025-130  
Moved by: Councillor Nafziger  
THAT Council move approve the assignment of St. Martins School Council Advisory to the Hamlets of Lavoy and Ranfurly, and VegProud Council to the Hamlet of Minburn for the 2025 Hamlet Cleanup Program.

Carried

13 ADJOURNMENT

Reeve Konieczny declared the meeting adjourned at 1:35 p.m.

\_\_\_\_\_  
Reeve

\_\_\_\_\_  
Chief Administrative Officer

# STRATEGIC PRIORITIES CHART (May 2025)

## COUNCIL PRIORITIES

### NOW

- 1. RECREATION AGREEMENT VEGREVILLE:** Intermunicipal
- 2. WASTE AGREEMENT VEGREVILLE:** Intermunicipal
- 3. ASB STRATEGIC BUSINESS PLAN:**

### TIMELINE

July 2025  
July 2025  
June 2025

### NEXT

- CROSSROADS ECONOMIC DEVELOPMENT FRAMEWORK

### ADVOCACY

- Policing Services/Costs (RMA)*
- Bridge Funding Continuity (RMA)*
- Stabilized FCSS Funding*
- Mental Health Supports in Rural Alberta*
- SL3/SL4 Seniors Facility Support (AHS)*
- Water Act Enforcement and Approvals (AEP)*
- Rural Medical Services (RMA)*

## ADMINISTRATIVE INITIATIVES

### OFFICE OF THE CAO

- 1. RECREATION AGREEMENT: VEGREVILLE** – July 2025
- 2. WASTE AGREEMENT VEGREVILLE** – July 2025
- 2025 Municipal Election Legislation – April 2025
- OH & S Program – August 2025
- Elected Officials Committees and Boards Terms of Reference – July 2025

### CORPORATE SERVICES

- ERP Conversion Project – June 2025
- Cashflow forecast/investment portfolio update – May 2025
- Multi-factor Authentication Implementation – May 2025
- Update Procurement Policy – June 2025
- Update IT Policies/Procedures – June 2025
- Update HR Policies/Documents – June 2025

### Planning and Community Services

- Cemetery Survey and Software – May 2025
- Hamlet Clean Up Program – May 2025
- Website Update – May 2025
- Update Planning and Community Services Policies/Procedures – July 2025
- Update County logo on all external-facing material – October 2025
- Update LAS and Rotary Peace Park Agreements – November 2025
- Crossroads Economic Development Alliance: FDI Strategy and Communications Project – December 2025

### Protective Services

- Updated Health & Safety Manual – Ongoing
- Bylaw Enforcement Role – Ongoing
- Fire Fighter Recruitment – Ongoing
- Hazard Reduction Burns – May 2025
- Review Mutual Aid Agreements – November 2025

### OPERATIONS

- Operations Shop Concept Investigation – needs strategic plan from Council
- Projects – Planning underway for 2025
- Bridges – Capital replacement – All tenders closed with the work scheduled for 2025.

### AGRICULTURE & UTILITIES

- ASB STRATEGIC PLAN** – June 2025
- ASB POLICY REVIEW** – June 2025
- ASB Regional Conference** – June 2025

### CODES:

**BOLD CAPITALS** = Now Priorities; **CAPITALS** = Next; *Italics* = Advocacy; Regular Case = Operational Strategies

## 2 – 3 Year OUTLOOK

- Service Level Review* – **February 2026**
- Strategic Plan Workshops* – **March 2025**



## Council Request for Decision (RFD)

Title: \_\_\_\_\_

Meeting Date: \_\_\_\_\_ Department: \_\_\_\_\_

**Recommendation:**

**Background:**

☐ See Appendix

**Legislative Guidance:**

☐ Provincial ☐ Municipal ☐ None

*Details:*

**Council Priorities Chart:**

☐ Yes ☐ No

*Details:*

**Previous Council Direction:**

**Financial Implications:**

☐ Capital ☐ Operations ☐ Other

*Details:*

**Communication and Engagement:**

**Implementation Timeline:**

**Attachments:**

Prepared By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

**COUNTY OF MINBURN NO. 27**

**BYLAW No. 1366-25**

A BYLAW OF THE COUNTY OF MINBURN NO. 27, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF ESTABLISHING AN INTERMUNICIPAL SUBDIVISION AND DEVELOPMENT APPEAL BOARD.

**WHEREAS**, pursuant to the *Municipal Government Act*, RSA 2000, Chapter M-26, and amendments thereto, a municipality is authorized to enter into an agreement with one or more municipalities to establish an Intermunicipal Subdivision and Development Appeal Board.

**AND WHEREAS**, the agreement must provide for the function, duties, procedures, and conduct of the Intermunicipal Subdivision and Development Appeal Board and its members.

**AND WHEREAS**, Council of the County of Minburn No. 27 deems it beneficial to establish an Intermunicipal Subdivision and Development Appeal Board to hear subdivision and development appeals within its municipal boundaries and the municipal boundaries of other partnering municipalities.

**NOW THEREFORE**, Council of the County of Minburn No. 27, in the Province of Alberta, duly assembled, hereby enacts as follows:

**1. TITLE**

- 1.1 This Bylaw may be cited as the **Intermunicipal Subdivision and Development Appeal Board Bylaw**.

**2. DEFINITIONS**

- 2.1 Except as otherwise provided herein, the words of this Bylaw shall have the meanings prescribed in the Act and regulations passed under the Act.
- a) **Act** means the *Municipal Government Act*, R.S.A 2000, Chapter M-26, and its amendments.
  - b) **Hearing** means a formal meeting hosted by the Intermunicipal Subdivision and Development Appeal Board for the purpose of hearing evidence and pleadings according to the Act.
  - c) **Intermunicipal Subdivision and Development Appeal Board Services Agreement** means the legal document signed by partnering municipalities to establish the Intermunicipal Subdivision and Development Appeal Board.
  - d) **Partner Municipality** means a municipality who has entered into an agreement to establish an Intermunicipal Subdivision and Development Appeal Board and who enacts a bylaw substantially similar as this Bylaw.

**3. INTERPRETATION**

**Establishment of the Intermunicipal Subdivision and Development Appeal Board**

- 3.1 The Intermunicipal Subdivision and Development Appeal Board is hereby established to exercise the functions, powers, and duties of a Subdivision and Development Appeal Board within the jurisdiction of the Partner Municipalities.

- 3.2 The Intermunicipal Subdivision and Development Appeal Board shall hear all subdivision and development appeals for the Partner Municipalities, in accordance with the requirements of the Act and the Intermunicipal Subdivision and Development Appeal Board Services Agreement signed by the Partner Municipalities.
- 3.3 The Intermunicipal Subdivision and Development Appeal Board may establish additional practices and procedures as part of the Agreement as necessary for the business and conduct of appeal hearings, in accordance with the Act and other applicable legislation.

**4. REPEAL**

- 4.1 Bylaw 1283-19 and all amendments thereof are repealed upon third reading of this Bylaw.

**5. SEVERABILITY**

- 5.1 Each separate provision of the Bylaw shall be independent of all other provisions in this Bylaw. It is Council's intention that if any provision of this Bylaw is declared invalid by a court of competent jurisdiction, then the invalid portion shall be severed, and the remainder of the Bylaw is deemed valid and enforceable.

**6. EFFECTIVE DATE**

- 6.1 This Bylaw shall come into full force and effect upon third reading.

FIRST READING.....May 14, 2025

SECOND READING.....May 14, 2025

THIRD READING .....May 14, 2025

\_\_\_\_\_  
REEVE

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER



## Council Request for Decision (RFD)

Title: \_\_\_\_\_

Meeting Date: \_\_\_\_\_ Department: \_\_\_\_\_

**Recommendation:**

**Background:**

☐ See Appendix

**Legislative Guidance:**

☐ Provincial ☐ Municipal ☐ None

*Details:*

**Council Priorities Chart:**

☐ Yes ☐ No

*Details:*

**Previous Council Direction:**

**Financial Implications:**

☐ Capital ☐ Operations ☐ Other

*Details:*

**Communication and Engagement:**

**Implementation Timeline:**

**Attachments:**

Prepared By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_





## COUNTY OF MINBURN NO. 27

P.O. Box 550  
4909 - 50th Street  
Vegreville, Alberta  
Canada T9C 1R6

Phone: (780) 632-2082  
Fax: (780) 632-6296

www.MinburnCounty.ab.ca  
E-Mail: info@minburncounty.ab.ca

### **COUNTY OF MINBURN NO. 27 SUBDIVISION AUTHORITY OFFICER REPORT**

#### **A. BACKGROUND:**

**File Number:** 06-2025

**Legal:** NE 18-53-13-W4M

**Owner:** Bill and Victoria Gizowski, Ernie and Dianne Gizowski

**Applicant:** Krawchuk Land Surveys Ltd.

**Date Accepted:** March 28, 2025

**Decision Due Date:** May 27, 2025

**Existing Use:** Agricultural

**Proposed Use:** Agricultural

**Gross Area:** 64.7 Ha (160 ac)

**Proposed Area:** Lot 1, Block 1 – 32.35 Ha (80 ac)

**Zoning:** A: Agricultural District

**Division:** 4

#### **B. DESCRIPTION OF PROPOSAL:**

The subject property is located on NE 18-53-13-W4M in Division 4, 18 km north-east of Vegreville on Rge Rd 135, 4 km north of Hwy 631. The applicant is proposing to evenly split the agricultural parcel into two agricultural parcels.

Both proposed Lot 1 and the remnant are each 32.35 Ha (80 ac), encompassing productive farmland with a few wetlands throughout. There is existing access to the proposed remnant parcel off Rge Rd 135 (south ½), but no existing access to proposed Lot 1 (north ½). Road widening dedication hasn't yet been dedicated to Rge Rd 135.

#### **C. NOTIFICATION:**

Adjacent property owners and agencies were notified on March 31, 2025 – no objections.

**D. COMPLIANCE:**

The proposed subdivision complies with the Subdivision and Development Regulation and municipal statutory plans.

**E. RESERVES:**

Pursuant to Section 663(b) of the Municipal Government Act, reserves are not required.

**F. RECOMMENDATION**

That the proposed subdivision application be **approved**, subject to the following conditions:

1. That prior to endorsement, a registerable instrument be prepared by an Alberta Land Surveyor and submitted to the County, and the registerable instrument shall be in conformance with the approved tentative plan of subdivision.
2. That the registered owner(s) enter into a development agreement by way of Caveat with the County of Minburn pursuant to Sections 661 and 662 of the Municipal Government Act, 2000 as amended, pertaining to the provision of land for future road widening as required.
3. That the registered owner(s) enter into a development agreement by way of Caveat with the County of Minburn pursuant to Sections 661 and 662 of the Municipal Government Act, 2000 as amended, pertaining to the provision of land for a future approach as required.
4. That all outstanding property taxes are to be paid pursuant to Section 654 of the Municipal Government Act, 2000 as amended.

Information Items (these are not conditions of approval):

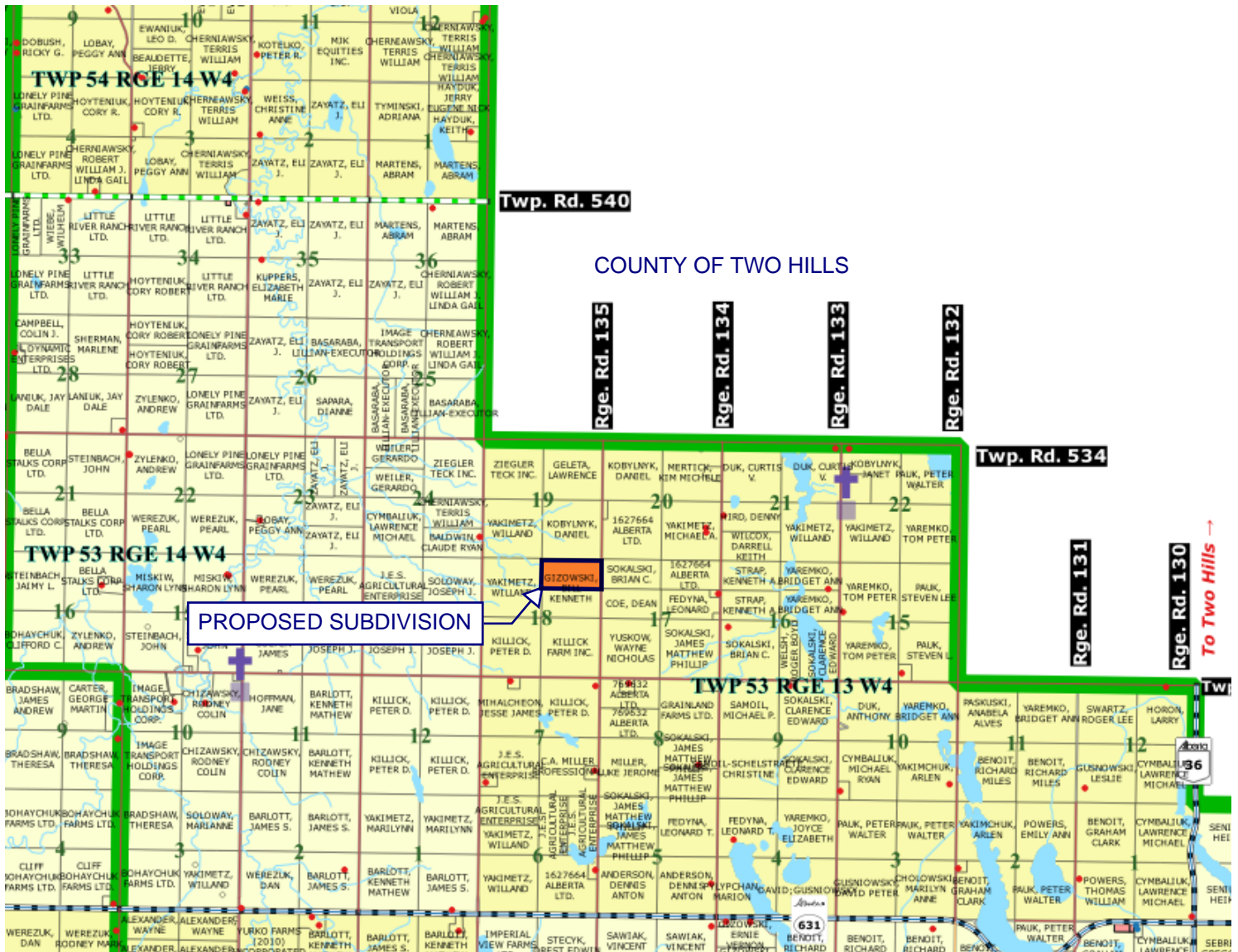
1. That registration of the proposed subdivision at the Land Titles office may result in a change in the assessment of proposed Lot 1, Block 1. Please contact Municipal Assessment Services at 780-939-3310 with regards to any questions about assessment.
2. The proposed subdivision may be affected by a permanent, naturally occurring body of water or watercourse. The Province has an interest in the Crown ownership of Provincial waterbodies/or Public Land boundaries in Alberta. **Development or water diversion may not occur in waterbodies including wetlands, watercourses, or Public Lands without prior consultation and approval from Alberta Environment and Protected Areas.** If you have any questions about development on or near water bodies, watercourses, or public land please contact Alberta Environment and Protected Areas prior to undertaking any activity (including construction of a private driveway) within or near the lake/wetland.

3. That approval of this application does not excuse the applicant from ascertaining and complying with the requirements of other municipal bylaws, easements, environmental reserve easements, covenants, conservation agreements, development agreements, or Provincial or Federal statutes, regulations, licenses or codes or standards of practice.

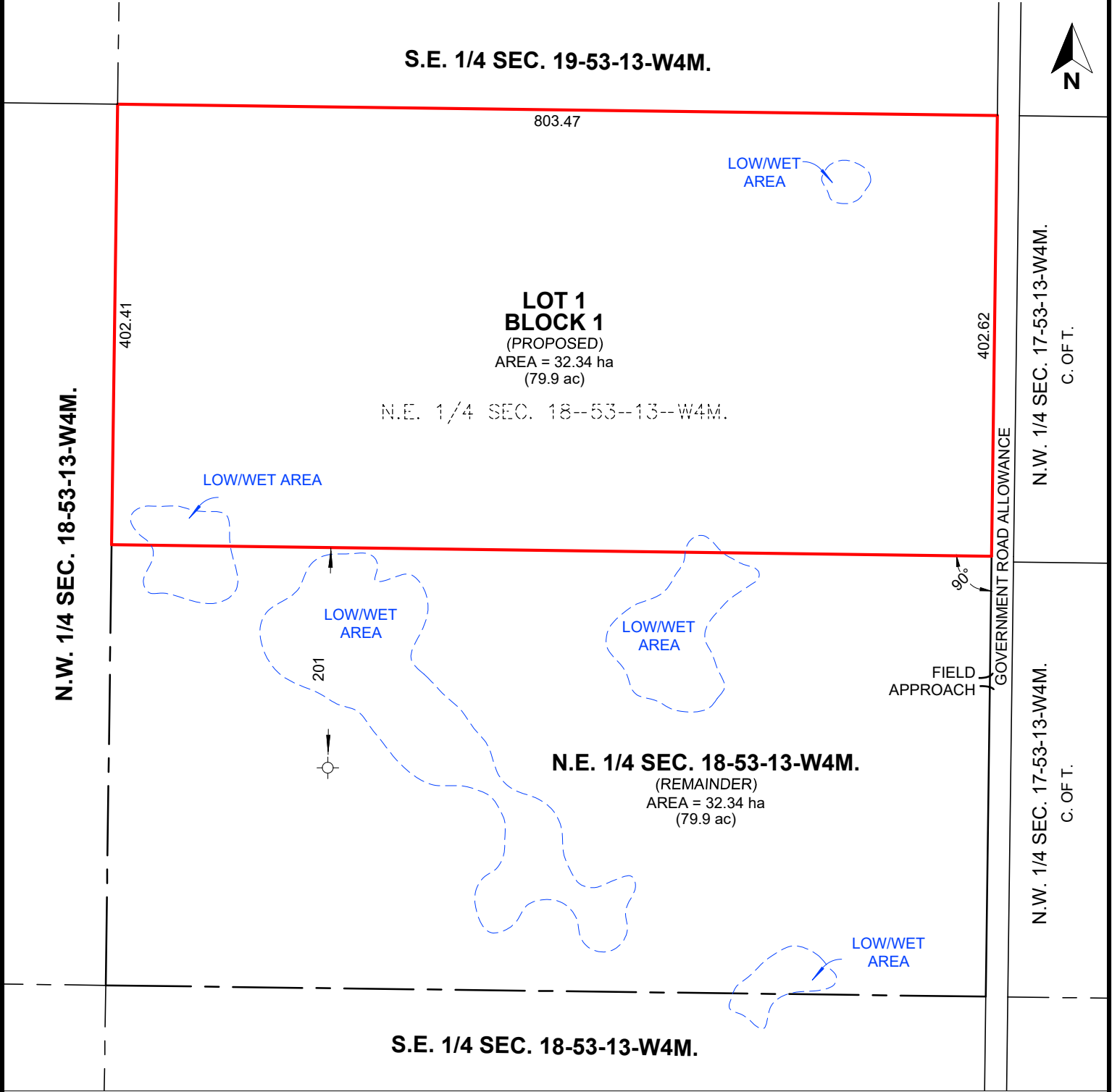
**G. ATTACHMENTS:**

- ◆ Location plan
- ◆ Tentative Plan of Subdivision
- ◆ Inspection Summary

# Location Plan



TENTATIVE PLAN  
SHOWING PROPOSED SUBDIVISION WITHIN  
N.E. 1/4 SEC.18 TWP.53 RGE.13 W.4 M.  
COUNTY OF MINBURN NO.27



- Notes:
- No Preliminary survey conducted, dimensions and areas are more or less and **subject to change**.
  - Distances are in metres and decimals thereof.
  - Aerial imagery: © Microsoft Corporation
  - Location of low/wet areas derived from aerial imagery dated
  - Subject parcel, and remainder, are vacant land.

**KRAWCHUK**  
LAND SURVEYS LTD

Box 945, St. Paul, AB, T0A 3A0  
info@krawchuklandsurveys.ca  
Ph. 780-614-5653  
Fax. 833-859-4204

- Legend:
- Abandoned Well
  - Low/Wet area
  - Subject parcel boundaries

- Abbreviations:
- |     |          |     |              |
|-----|----------|-----|--------------|
| ac. | acre     | R/W | right of way |
| E.  | East     | S.  | South        |
| ha. | hectare  | W.  | West         |
| M.  | meridian |     |              |
| N.  | North    |     |              |

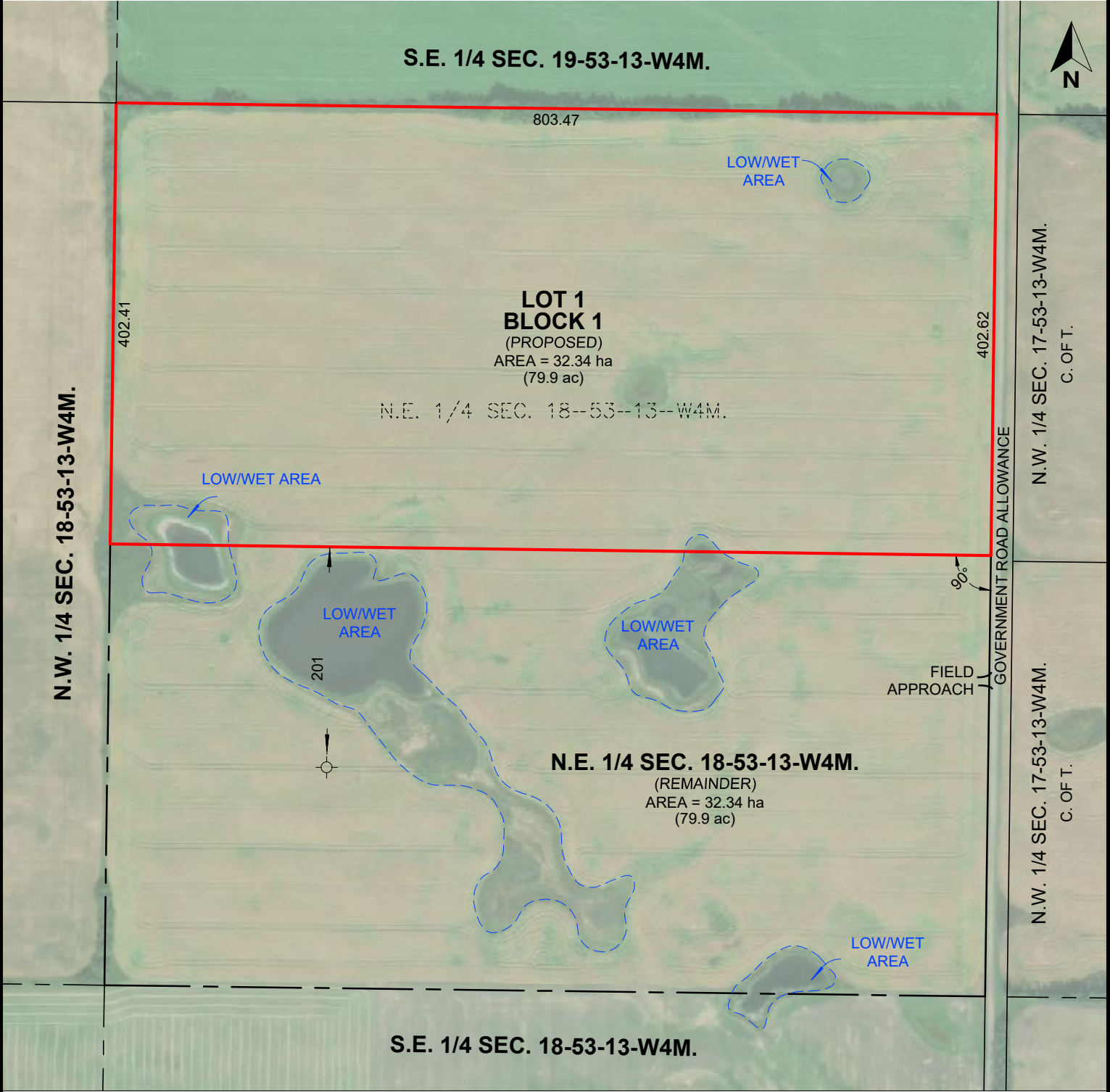
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Date issued: Mar 23,2025  
File: 24-01-0113 Rev 0



TENTATIVE PLAN  
SHOWING PROPOSED SUBDIVISION WITHIN  
N.E. 1/4 SEC.18 TWP.53 RGE.13 W.4 M.  
COUNTY OF MINBURN NO.27



- Notes:
- No Preliminary survey conducted, dimensions and areas are more or less and **subject to change**.
  - Distances are in metres and decimals thereof.
  - Aerial imagery: © Microsoft Corporation
  - Location of low/wet areas derived from aerial imagery dated
  - Subject parcel, and remainder, are vacant land.



**May 1, 2025**

**NE 18-53-13-W4M**

**Photos by Davin Gegolick**

From SE corner of quarter facing NW: parcel is generally flat with some low/wet areas. There is no approach to proposed Lot 1, but there is an existing approach off Rge Rd 135 providing legal access to the proposed remnant parcel (where vehicle is parked)



From SW corner of quarter facing NE





From NW corner facing SE: north and west quarter boundaries are treed.



From NE corner facing SW





Close-up off existing approach off Rge Rd 135 providing access to the proposed remnant parcel (proposed south ½)



**Inspection Summary:**

- Topography – flat
- Soil characteristics – loam
- Nature of vegetation and water – shelter belt on north and west property boundaries, sloughs/low spots throughout the quarter.
- Private Sewage/water well – n/a
- Use of land in the vicinity – Agricultural.



## Council Request for Decision (RFD)

Title: \_\_\_\_\_

Meeting Date: \_\_\_\_\_ Department: \_\_\_\_\_

**Recommendation:**

**Background:**

☐ See Appendix

**Legislative Guidance:**

☐ Provincial ☐ Municipal ☐ None

*Details:*

**Council Priorities Chart:**

☐ Yes ☐ No

*Details:*

**Previous Council Direction:**

**Financial Implications:**

☐ Capital ☐ Operations ☐ Other

*Details:*

**Communication and Engagement:**

**Implementation Timeline:**

**Attachments:**

Prepared By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_



COUNTY OF MINBURN NO. 27  
**COMMUNITY INVESTMENT PROGRAM**  
**APPLICATION FORM**

4909-50 Street, Vegreville, AB, T9C 1R6 Phone: 780-632-2082

<https://www.minburncounty.ab.ca>

Date: Apr 24, 2025

Organization Name: Vegreville & District Family and Community Support Services

Mailing Address: \_\_\_\_\_  
Street and number Town Postal Code

Contact Person: Joanne Dennis

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

What is the nature of your group?

- ☐ Ad Hoc group of citizens ☐ Group of citizens who meet regularly ☐ Registered society  
☒ Non-profit group ☐ Registered charity ☐ Municipality

Name of Event/Project: National Volunteer Week

Date of Event (if applicable): Apr 24, 2025

**Describe your event or project (please submit your letter for this section):**

- Provide as much detail as possible to give a clear idea of what your event/project will include.
- Number of local residents served
- Number of local volunteers
- Mitigation of barriers to services for people with mental and physical disabilities and minority groups
- Level of involvement with other community partners
- Indicate who can participate
- Explanation of how the County's support will be recognized for this event/project

Not required for  
requests under  
\$1,000

Amount of financial support requested from the County  
through this Program? \$ \_\_\_\_\_

Total projected revenue related to this request: \$ \_\_\_\_\_

Total projected expenditure related to this request: \$ \_\_\_\_\_

I certify that the information provided on this application form is correct, to the best of my knowledge, and that I am authorized to act on behalf of the organization.

Print Full Name: Joanne Dennis Signature: 

Position/Capacity: Community Development Fascilitator Date: Apr 24, 2025

Before you submit, confirm that your have completed these steps:

- ☒ Ensure that your project/event conforms to County of Minburn Policy AD 1019-01  
☒ Application form  
☒ Letter of Request

**Collection and Use of Personal Information**

Personal information is collected under the authority of s. 33(c) of the *Freedom of Information and Protection Act* and will be used to coordinate hamlet cleanup applications. If you have any questions about the collection, use, or disclosure of your personal information, contact Planning and Community Services at 780-632-2082.



**April 28, 2025**

County of Minburn Council  
4909 – 50 Street  
Box 550  
Vegreville, AB T9C 1R6

**Attention: Reeve and Council Members**

**Re: National Volunteer Week (NVW) 2025 Appreciation BBQ – Request for Support**

Dear Reeve and Council Members,

On behalf of the Vegreville & District FCSS and the FCSS Advisory Board, I am pleased to present this proposal to the County of Minburn Council for your consideration and support of the **National Volunteer Week (NVW) 2025 Appreciation BBQ**.

**Background**

National Volunteer Week, held this year from April 27 to May 4, 2025, is a dedicated time to inspire, appreciate, and recruit volunteers throughout our communities. The 2025 theme is "**Volunteers Make Waves: Together, we create ripples of change**," which celebrates the power and influence of volunteerism.

Historically, Vegreville & District FCSS has hosted "Souper Tuesday" in partnership with the Senior Citizens Sunshine Club of Vegreville—a successful appreciation lunch. However, this event often relies on the very volunteers it seeks to recognize. Based on community feedback and recommendations, we are proposing an enhanced event format this year that improves accessibility and engagement.

**NVW 2025 Appreciation BBQ Details**

**Date & Location:** Wednesday, June 18, 2025, at the Vegreville Centennial Library grounds

**Time:** BBQ Dinner (after school and work hours)

**Projected Attendance:** 300 people

**Highlights:**

- BBQ dinner served by elected officials (modeled after the successful Family Day Breakfast)
- Live musical entertainment
- Outdoor games and Block Party Activity Kit
- Photo booth for volunteer spotlights
- Social media campaign recognizing local volunteers
- Recruitment displays and advertisements to inspire future volunteers



- Encouragement to agencies to incorporate the NVW theme in their programming
- Joint NVW proclamation request to both the Town of Vegreville and the County of Minburn

### **Financial Implications**

Vegreville & District FCSS has secured \$1,200 through the NVW Enhancement Funding Grant from the Government of Alberta, distributed by Volunteer Alberta. However, this amount does not cover the full cost of the event.

We respectfully request that the **County of Minburn Council** consider providing financial support in the amount of **\$500** to assist with the cost of the meal and advertising.

### **Recommendation**

That the **County of Minburn Council** approve a financial contribution of up to **\$500** in support of the National Volunteer Week 2025 Appreciation BBQ.

Furthermore, we invite **members of County Council** to volunteer to serve the meal at the BBQ on June 18, 2025, helping to show your appreciation and support for the invaluable contributions of local volunteers.

We sincerely thank you for your continued support of community initiatives and look forward to celebrating the spirit of volunteerism together.

Warm regards,



**Julie Gottselig**

FCSS Manager

Vegreville & District FCSS Department



## Council Request for Decision (RFD)

Title: \_\_\_\_\_

Meeting Date: \_\_\_\_\_ Department: \_\_\_\_\_

**Recommendation:**

**Background:**

☐ See Appendix

**Legislative Guidance:**

☐ Provincial ☐ Municipal ☐ None

*Details:*

**Council Priorities Chart:**

☐ Yes ☐ No

*Details:*

**Previous Council Direction:**

**Financial Implications:**

☐ Capital ☐ Operations ☐ Other

*Details:*

**Communication and Engagement:**

**Implementation Timeline:**

**Attachments:**

Prepared By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_



## RFD Appendix



# Council Request for Decision (RFD)

Title: \_\_\_\_\_

Meeting Date: \_\_\_\_\_ Department: \_\_\_\_\_

<b>Recommendation:</b>	
<b>Background:</b> <input type="checkbox"/> See Appendix	
<b>Legislative Guidance:</b>  <input type="checkbox"/> Provincial <input type="checkbox"/> Municipal <input type="checkbox"/> None  <i>Details:</i>	<b>Council Priorities Chart:</b>  <input type="checkbox"/> Yes <input type="checkbox"/> No  <i>Details:</i>
<b>Previous Council Direction:</b>	
<b>Financial Implications:</b>  <input type="checkbox"/> Capital <input type="checkbox"/> Operations <input type="checkbox"/> Other  <i>Details:</i>	
<b>Communication and Engagement:</b>	
<b>Implementation Timeline:</b>	
<b>Attachments:</b>	

Prepared By: \_\_\_\_\_ Reviewed By: \_\_\_\_\_





## RFD Appendix



# Tender/Request for Quotation

## *Unofficial Results*

**Project: 2017 CAT Grader**

**Closing Date/Time: May 1, 2025 2:00pm**

**Opening Date/Time: May 1, 2025 2:00pm**

**Public Opening:** Yes

**No**

#	Contractor	Tender/RFQ Price (\$) & Comments
1	Michner Allen	\$127,588.00
2	1971853 AB Ltd	\$168,102.00
3	Road to Rail	\$120,000.00
4	Ritchie Brothers	\$170,800.00
5		
6		
7		
8		
9		
10		



## Council Request for Decision (RFD)

Title: \_\_\_\_\_

Meeting Date: \_\_\_\_\_ Department: \_\_\_\_\_

**Recommendation:**

**Background:**

☐ See Appendix

**Legislative Guidance:**

☐ Provincial ☐ Municipal ☐ None

*Details:*

**Council Priorities Chart:**

☐ Yes ☐ No

*Details:*

**Previous Council Direction:**

**Financial Implications:**

☐ Capital ☐ Operations ☐ Other

*Details:*

**Communication and Engagement:**

**Implementation Timeline:**

**Attachments:**

Prepared By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_



## RFD Appendix



## Council Request for Decision (RFD)

Title: \_\_\_\_\_

Meeting Date: \_\_\_\_\_ Department: \_\_\_\_\_

**Recommendation:**

**Background:**

☐ See Appendix

**Legislative Guidance:**

☐ Provincial ☐ Municipal ☐ None

*Details:*

**Council Priorities Chart:**

☐ Yes ☐ No

*Details:*

**Previous Council Direction:**

**Financial Implications:**

☐ Capital ☐ Operations ☐ Other

*Details:*

**Communication and Engagement:**

**Implementation Timeline:**

**Attachments:**

Prepared By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

**COUNTY OF MINBURN NO. 27**

**BYLAW No. 1365-25**

A BYLAW OF THE COUNTY OF MINBURN NO. 27, IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF ESTABLISHING AN ASSESSMENT REVIEW BOARD.

**WHEREAS**, pursuant to the *Municipal Government Act*, RSA 2000, M-26 and amendments thereto, a Council may establish a Local Assessment Review Board and a Composite Assessment Review Board to hear complaints referred to in Sections 460.1(1) and (2) respectively;

**AND WHEREAS**, pursuant to of the *Municipal Government Act*, a Council must appoint members of the Local Assessment Review Board and the Composite Assessment Review Board and must appoint a person to act as the Clerk of the Assessment Review Boards.

**THEREFORE**, Council of the County of Minburn No. 27, duly assembled, hereby enacts as follows:

**1. TITLE AND PURPOSE**

- 1.1 This Bylaw may be cited as the **Assessment Review Board Bylaw**.
- 1.2 The purpose of this Bylaw is to establish Assessment Review Boards under Part 11 of the *Municipal Government Act*.

**2. DEFINITIONS AND INTERPRETATION**

- 2.1 Except as otherwise provided herein, the words of this Bylaw shall have the meanings prescribed in the Act and regulations passed under the Act.
  - a) **County** means the County of Minburn No. 27.
  - b) **Council** means the duly elected Council of the County of Minburn No. 27.
  - c) **Act** shall mean the *Municipal Government Act*, R.S.A 2000, c. M-26, as amended.
  - d) **Assessment Review Board (ARB)** means either the Local Assessment Review Board (LARB) or the Composite Assessment Review Board (CARB).
  - e) **Local Assessment Review Board (LARB)** means a board established pursuant to Section 454 of the Act to hear and make decisions on complaints about any matter referred to in Section 460.1(1) of the Act.
  - f) **Composite Assessment Review Board (CARB)** means a board established pursuant to Section 454 of the Act to hear and make decisions on complaints about any matter referred to in Section 460.1(2) of the Act.
  - g) **Agreement** means the agreement to be entered into between the County and the Commission, and any successor agreements, governing the terms upon which the Commission provides Assessment Review Board services to the Municipality.
  - h) **Clerk** means in respect of a Local Assessment Review board or Composite Assessment Review Board having jurisdiction, the person appointed as clerk under Section 456 of the Act for the County.

- i) **Chair** means a person designated as Chair of the Assessment Review Boards under Sections 454.1(2) and 454.2(2) of the Act.
- j) **Commission** means Capital Region Assessment Services Commission.
- k) **Complaint** means a complaint under Part 11 of the Act.
- l) **Panelist** means an individual who is qualified to hear Assessment Hearings and is appointed under this Bylaw as a member of an Assessment Review Board.

### **3. CLERK APPOINTMENT**

- 3.1 Council shall by resolution appoint to the position of Clerk the individual recommended by the Commission, or such other individual qualified to perform assessment clerk services as selected by Council.
- 3.2 The duties of the Clerk are those set out in the Act and any regulations thereto, this Bylaw and as outlined in the Agreement.

### **4. ESTABLISHMENT OF ASSESSMENT REVIEW BOARD**

- 4.1 Council hereby establishes the following Assessment Review Boards for the County:
  - a) Local Assessment Review Board
  - b) Composite Assessment Review Board
- 4.2 The Assessment Review Boards shall carry out the duties and responsibilities as set out in the Act and the regulations governing municipal property assessment appeals.

### **5. APPOINTMENTS OF PANELISTS, CHAIR AND CLERK**

- 5.1 Annually, Council shall by resolution appoint:
  - a) The list of panelists as members of the County Local Assessment Review Board and Composite Assessment Review Board provided to the County by the Commission.
  - b) The name of the Chair for the Local Assessment Review Board and Composite Assessment Review Board provided to the County by the Commission.
  - c) The name of the Clerk provided to the County by the Commission.
- 5.2 Council may by resolution, remove all Panelists or the Clerk, where in the opinion of Council, removal is warranted.

### **6. FEES, EXPENSES, REMUNERATION**

- 6.1 Compensation payable to the Commission for its performance include annual fees, hearing fees, Panelist fees, and Assessment Clerk fees which will be as outlined in the Agreement.
- 6.2 Council may, pursuant to Section 481 (1) of the Act set fees payable by persons wishing to make complaints to be heard before an Assessment Review Board.

6.3 Filing an Assessment Complaint:

- a) Upon receipt of an assessment complaint, the County shall provide to the Commission a completed Assessment Review Complaint form and supporting documentation in a timely manner.
- b) A complaint filed must be accompanied by the appropriate fee as established by Council as per the County's Master Rate Bylaw. If the fee is not provided, the complaint is invalid.
- c) If the Assessment Review Boards make a decision in favor of the complainant, the filing fees paid by the complainant must be refunded.

7. **FORCE AND EFFECT**

- 7.1 The invalidity of any section, clause, sentence, or provision of this Bylaw shall not affect the validity of any other part of this Bylaw, which can be given effect with such invalid part or parts.
- 7.2 Bylaw No. 1279-19, Regional Assessment Review Board Bylaw, is repealed.
- 7.3 This Bylaw shall come into full force upon third reading.

FIRST READING.....May 14, 2025

SECOND READING.....May 14, 2025

THIRD READING .....May 14, 2025

\_\_\_\_\_  
REEVE

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER





## Council Request for Decision (RFD)

Title: \_\_\_\_\_

Meeting Date: \_\_\_\_\_ Department: \_\_\_\_\_

**Recommendation:**

**Background:**

☐ See Appendix

**Legislative Guidance:**

☐ Provincial ☐ Municipal ☐ None

*Details:*

**Council Priorities Chart:**

☐ Yes ☐ No

*Details:*

**Previous Council Direction:**

**Financial Implications:**

☐ Capital ☐ Operations ☐ Other

*Details:*

**Communication and Engagement:**

**Implementation Timeline:**

**Attachments:**

Prepared By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

**COUNTY OF MINBURN NO. 27**

**BYLAW NO. 1367-25**

A BYLAW OF THE COUNCIL OF THE COUNTY OF MINBURN NO. 27, VEGREVILLE, IN THE PROVINCE OF ALBERTA TO AMEND BYLAW NO. 1351-24 THAT REGULATES THE PROCEEDINGS OF COUNCIL AND COUNCIL COMMITTEE MEETINGS AND OTHER BODIES ESTABLISHED BY COUNCIL.

**WHEREAS** Section 191 of the *Municipal Government Act* provides that a Council may pass a bylaw to amend a bylaw of the municipality.

**AND WHEREAS** the Council of the County of Minburn No. 27 wishes to amend Bylaw No. 1351-24 that establishes rules and regulations to provide for the orderly conduct of all meetings of Council.

**NOW THEREFORE** the Council of the County of Minburn No. 27 in the Province of Alberta, duly assembled, pursuant to the terms of the *Municipal Government Act*, hereby enacts as follows:

**1. TITLE**

- 1.1 This Bylaw may be cited as the “**Bylaw to Amend Council Procedural Bylaw No. 1351-24**” of the County of Minburn No. 27.

**2. AMENDMENT**

- 2.1 Bylaw No. 1351-24 is amended by adding the following provisions:

2.1.1 Under the heading **Meetings Through Electronic Communications**:

- (a) Add (iv) - The Chair may direct those meetings or hearings be held electronically through Microsoft Teams if, in their determination, electronic meetings are required for a public planning and development hearing or during emergency, public health or disaster events.
- (b) Change the title from **Meetings Through Electronic Communications** to **Meetings and Hearings Through Electronic Communications**.

2.1.2 Under the heading **Recording and Livestreaming Meetings**:

- (a) Delete from (a) - “Public planning and development hearings must be held by electronic means”.

2.1.3 Under the heading **Public Hearings**:

- (a) Replace (e) with - Anyone intending to speak at a public hearing must register with the CAO by 4:00 pm on the business day prior to the public hearing if they wish to participate by electronic means.
- (b) Following (e), add (f) – Anyone intending to speak at a public hearing must register with the CAO by 4:00 pm on the business day prior to the public hearing or at the public hearing if they are to participate in person.

3. Bylaw No. 1367-25 comes into force on the date of the third reading passed in Council with unanimous consent of the members present the 14th day of May 2025.

FIRST READING..... May 14, 2025

SECOND READING..... May 14, 2025

THIRD READING ..... May 14, 2025

\_\_\_\_\_  
REEVE

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER



## REEVE AND COUNCIL REPORTS

**Name:** \_\_\_\_\_ **Division:** \_\_\_\_\_

**For Presentation at** \_\_\_\_\_ **Council Meeting**

**From Date:** \_\_\_\_\_ **To Date:** \_\_\_\_\_

---

**County Meetings (include date):**

**Boards and Committee Meetings (include date):**

**Education and Professional Development (include date):**

**County of Minburn Functions and Events (include date):**



## REEVE AND COUNCIL REPORTS

**Name:** \_\_\_\_\_ **Division:** \_\_\_\_\_

**For Presentation at** \_\_\_\_\_ **Council Meeting**

**From Date:** \_\_\_\_\_ **To Date:** \_\_\_\_\_

---

**County Meetings (include date):**

**Boards and Committee Meetings (include date):**

**Education and Professional Development (include date):**

**County of Minburn Functions and Events (include date):**



## REEVE AND COUNCIL REPORTS

**Name:** \_\_\_\_\_ **Division:** \_\_\_\_\_

**For Presentation at** \_\_\_\_\_ **Council Meeting**

**From Date:** \_\_\_\_\_ **To Date:** \_\_\_\_\_

---

**County Meetings (include date):**

**Boards and Committee Meetings (include date):**

**Education and Professional Development (include date):**

**County of Minburn Functions and Events (include date):**



## REEVE AND COUNCIL REPORTS

**Name:** \_\_\_\_\_ **Division:** \_\_\_\_\_

**For Presentation at** \_\_\_\_\_ **Council Meeting**

**From Date:** \_\_\_\_\_ **To Date:** \_\_\_\_\_

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**County Meetings (include date):**

**Boards and Committee Meetings (include date):**

**Education and Professional Development (include date):**

**County of Minburn Functions and Events (include date):**



## REEVE AND COUNCIL REPORTS

**Name:** \_\_\_\_\_ **Division:** \_\_\_\_\_

**For Presentation at** \_\_\_\_\_ **Council Meeting**

**From Date:** \_\_\_\_\_ **To Date:** \_\_\_\_\_

---

**County Meetings (include date):**

**Boards and Committee Meetings (include date):**

**Education and Professional Development (include date):**

**County of Minburn Functions and Events (include date):**





## REEVE AND COUNCIL REPORTS

**Name:** \_\_\_\_\_ **Division:** \_\_\_\_\_

**For Presentation at** \_\_\_\_\_ **Council Meeting**

**From Date:** \_\_\_\_\_ **To Date:** \_\_\_\_\_

---

**County Meetings (include date):**

**Boards and Committee Meetings (include date):**

**Education and Professional Development (include date):**

**County of Minburn Functions and Events (include date):**



## REEVE AND COUNCIL REPORTS

**Name:** \_\_\_\_\_ **Division:** \_\_\_\_\_

**For Presentation at** \_\_\_\_\_ **Council Meeting**

**From Date:** \_\_\_\_\_ **To Date:** \_\_\_\_\_

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**County Meetings (include date):**

**Boards and Committee Meetings (include date):**

**Education and Professional Development (include date):**

**County of Minburn Functions and Events (include date):**



## **Office of the CAO Report**

**For Presentation at** May 14, 2025 **Council Meeting**

**From Date:** April 18, 2025

**To Date:** May 9, 2025

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### **Internal Meetings:**

- Council Meeting – April 22
- SLT Meeting – March 31
- Committee of the Whole – April 16

### **External Meetings:**

- Vegreville Intermunicipal Meeting – April 28

### **Education and Professional Development:**

- Permanent Elector List Registry Webinar– April 29
- Municipal Elections Webinar – April 29

### **Senior Leadership Team Support:**

- 2025 Municipal Election and Elected Official Training
- Boards and Committees Terms of Reference
- Agreements and Contracts review
- Council and Committee meeting packages
- Policy and Bylaw development
- Council Policy and Bylaw Review
- Occupational Health and Safety Program
- Updating external forms
- Tax information insert
- SDAB and ARB Bylaws
- Council Procedure Bylaw
- Emergency Responder Pilot



## **ADMINISTRATION REPORTS**

**Name:** Norm De Wet

**Department:** Operations

**Reviewed by:** Pat Podoborzny

**For Presentation at:** May 14, 2025, County Council meeting

**From Date:** April 23, 2025

**To Date:** May 13, 2025

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### **Fleet/Shop Update:**

- The tender for the sale of Unit 332 (Cat 160), advertised on APC, has closed. Bid information will be presented to Council on May 14, 2025.
- The first of the two ordered fleet trucks, a Ford F250, has been delivered and is currently being put into service.

### **Public Works Update:**

- The construction crew is currently working in Division 2 on Township Road 484, between Range Roads 102 and 103.
- The calcium program is underway, starting with residential dust control applications, followed by County road maintenance treatments.
- The gravel program is scheduled to begin on May 20 in Division 1.
- Crews continue to complete drainage repairs resulting from the spring runoff.

### **Contracted Services:**

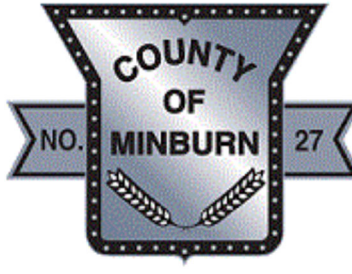
- The first bridge replacement project is underway on Township Road 512, west of Range Road 80. The replacement of BF 78718 is expected to be completed by June 4, 2025.
- The County hired a contractor to empty the Lavoy dugout, which had become significantly overfull due to several years of runoff.

### **Recreation**

- Administration is working with RMA Insurance to ensure the timely cleanup, repair, and rebuild following the fire at Wapasu Conservancy Park.

### **Agricultural Services Update:**

- Brushing Program is done and has completed 30,650 meters.
- ASB crews working on various beaver and drainage issues.
- Preparing insect monitoring traps and supplies for the 2025 monitoring season.
- Administration is currently working on the ASB Strategic Business Plan for the June ASB meeting.



## **ADMINISTRATION REPORTS**

**Name:** Davin Gegolick

**Department:** Planning and Community Services

**Reviewed by:** Pat Podoborozny

**For Presentation at:** May 14, 2025 Council Meeting

**From Date:** April 15, 2025

**To Date:** May 5, 2025

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### **Planning Update:**

- Issued development permits:
  - Farm Quonset (SE 28-51-15-4)
  - Intensive Agriculture (Lavoy)
  - House addition (Pt. S 18-51-8-4)
- Provide support to Village of Mannville on development inquiries
- Received complaint of junked vehicles in Minburn
- Orphan Well Association decommissioning wells in Divisions 4 & 6

### **Subdivision Update:**

- Completed inspections: file #06-2025

### **Economic Development Update:**

- Regional EDO conducting ongoing communications with businesses

### **Community Services:**

- Cemetery survey project update – plot surveying is planned to be completed by the end of the month.
- Ranfurly and Lavoy Hamlet Cleanup took place on May 2, Minburn is planned to be completed before the long weekend.

### **Attachments:**

- RFD – Intermunicipal SDAB Bylaw #1366-25
- RFD – Subdivision File #06-2025
- RFD – National Volunteer Week Appreciation BBQ Support Request



## ADMINISTRATION REPORTS

**Name:** Mike Fundytus

**Department:** Protective Services

**Reviewed by:** Pat Podoborozny

**For Presentation at:** May Council Meeting

**From Date:** April 14<sup>th</sup>, 2025

**To Date:** May 8, 2025

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### Fire Department Update:

Call Type	Date	Details	Station Dispatched
MVC	April 16	14413 Hwy 16A 6:58pm	Vegreville
False Alarm	April 16	False alarm in the village due to cooking 1:44 pm	Mannville
Medical	April 17	Village medical 7:53 pm 3 POC members attended	Mannville
Medical	April 19	Village medical 6:47 pm 3 POC members attended	Mannville
Medical	April 22	Village medical 2:23 pm 3 POC members attended	Innisfree
MVC	April 22	Hwy 16 near Twp 504 single vehicle rollover 8:23 pm 2 FT 3 POC attended.	Innisfree
Structure Fire	April 22	4732 51 street fire on deck attached to house 9:07 pm 1 FT 7 POC attended	Mannville
Fire	April 25	Vegreville Trout Pond 12:47 pm 1 FT 2 POC from MCFD attended	Vegreville/Innisfree
Fire	April 25	RR 105 north of Twp 512 Grass fire from brush pile that burnt into yard and neighbouring land 1:51 pm 2 FT 13 POC attended	Innisfree/Mannville/Vegreville
Fire	April 25	RR 101 North of Twp 520 2:41 pm 1 FT 3 POC attended	Innisfree

Fire	April 26	RR 105 north of Twp 512 Rekindle from wind and previous fire 1:17 am 1 FT 3 POC attended	Innisfree
Medical	April 26	County medical 10:12 am 2 POC attended	Innisfree
Fire	April 26	Wind rekindled previous fire 2:03 pm 1 FT 3 POC attended	Innisfree
Fire	April 26	NW 17 51 10W4 Grass fire 2:03 pm 1 FT 3 POC attended	Innisfree
Fire	April 26	14537 Twp 520 Grass fire 4:13 pm 1 member attended	Vegreville/Innisfree
Fire	April 27	NW 17 51 10W4 Wind rekindled fire 12:32 am 1 FT 2 POC attended	Innisfree
False Alarm	April 28	Twp 514 RR 82 iPhone crash notification could not locate accident 12:34 pm 3 POC attended	Mannville
MVC	April 29	Hwy 16 RR 143 11:36 am	Vegreville
MVC	May 2	Hwy 16 RR 111 Single vehicle hit guard rail 9:55 pm 4 POC attended	Innisfree
Fire	May 2	Hwy 16 RR 155 8:13pm	Vegreville
False Alarm	May 3	Wapasu lake was called in as a structure fire upon arrival residents were using fire pit for a recreational fire. Fire was extinguished by residents 10:40 pm 1 FT 5 POC attended	Innisfree
Structure Fire	May 4	Wapasu lake cook shack burnt down 9:42 pm 1 FT 4 POC attended	Innisfree
MVC	May 5	Hwy 16 Hwy 881 single vehicle vs deer 12:01 am 7 POC attended	Mannville
Structure Fire	May 6	51230 RR 122 Fire started from grinding operations and spread to small fence and shed. 3:12 pm 2 FT 4 POC attended.	Innisfree
MVC	May 8	Hwy 16 RR 103 single vehicle rollover 3:01 am 6 POC attended.	Mannville

- Total Fire Responses:
  - Mannville – 8
  - Innisfree – 15
  - Vegreville – 6
- Currently under fire restriction.
- Current staffing in protective services is 1 FT Director, 1 FT Emergency Responder (term), 29 paid on call firefighters (13 Innisfree Station 16 Mannville station). 1 paid on call firefighter is on medical leave, 1 paid on call member on leave and 1 member not attending calls or training regularly.
- UTV firefighting skid unit arrived April 25<sup>th</sup>.
- Controlled burn in Minburn completed April 24<sup>th</sup>.
- Units 910, 914 and 912 had the annual pump tests and minor repairs completed in April.
- Unit 912 is deployed to Sturgeon County on May 8<sup>th</sup> to assist in wildfire

#### **Emergency Management Update:**

- Attended Alberta Emergency Alert refresher training May 7, 2025

#### **OH&S Update:**

- Orientation of summer staff completed

#### **RCMP Liaison :**

- Nothing to report





## ADMINISTRATION REPORTS

**Name:** \_\_\_\_\_ **Department:** \_\_\_\_\_

**Reviewed by:**

**For Presentation at:** \_\_\_\_\_ **Council Meeting**

**From Date:** \_\_\_\_\_ **To Date:** \_\_\_\_\_

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**Department Updates:**

**Department Updates Cont'd.:**

**Attachments:**

# 2025

## Budget and Property Tax information

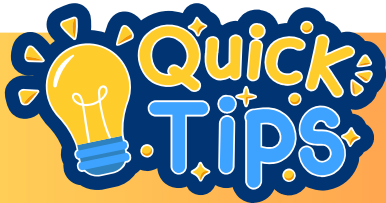
On April 22<sup>nd</sup>, Council approved the 2025 Final Budget and passed Tax Rate Bylaw No. 1363-25. This insert details changes in taxation and assessment and also summarizes the operational budget and planned capital projects for the current year.

### Residential Property Tax Comparison 2025 vs 2024

Year	Average Assessment	Property Taxes
2025	172,533	\$1,340
2024	166,313	\$1,262
		Increase: \$ 78

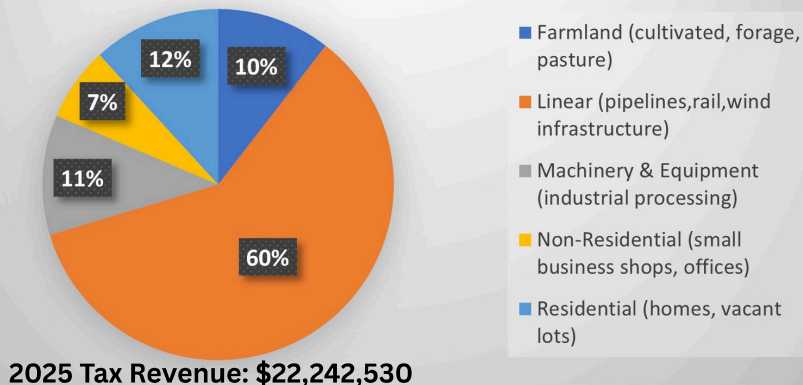
The \$78 increase in property taxes is the result of the following:

- 60% (\$47) is the result of increased assessment due to inflation and rising property values
- 35% (\$27) is due to provincial education tax rate increases
- 5% (\$4) is due to increases in the Minburn Foundation's annual requisition
- There was no change to the County's municipal tax rates in 2025



- Ensure you have received tax notices for all property that is owned
- When paying online, enter each Tax Roll Number as a separate online payment. **DO NOT use the Owner Number when paying online.**
- To avoid penalties, allow a minimum of 3 days for your financial institution to process your payment.
- To avoid penalties you can also sign up for the County's Tax Installment Payment Plan with monthly automatic withdrawals.
- Pay early and verify all parcels owned are paid in full.
- **Receipts are no longer automatically mailed out. If required, request a tax payment receipt.**

### 2025 Tax Revenue by Assessment Class



Have your Tax Notice emailed to you. Interested? Email taxation at [taxation@minburncounty.ab.ca](mailto:taxation@minburncounty.ab.ca) and provide your name and roll number(s) located on your Tax Notice.

Tax Due Date: October 31, 2025

12% penalty on current taxes November 1, 2025

Additional 5% penalty on all arrears  
February 1, 2026



# 2025 Budget Summary

## 2025 Funding Sources for Capital Projects

Reserves	\$ 1,404,651
Grants	\$ 3,646,719
Taxation	\$ 44,500
<b>Total</b>	<b>\$ 5,095,870</b>

The County's 2024 Audited Financial Statements are now available on the County's website.

Have a question related to property taxes, last year's financial statements, or the County's 2025 budget?

Contact the Director of Corporate Services at 780.632.2082



## 2025 Capital Projects Summary \$5,095,870

\$2,537,950

Bridges  
(4)

\$1,586,120

Heavy Equipment  
(3)

\$735,000

Fire Apparatus  
(3)

\$130,000

Fleet Vehicles  
(2)

\$106,800

Hamlet  
Infrastructure and  
Other

## Top 3 Revenue Sources that fund County Operations:

Municipal Property Taxes	91%
Government Transfers and Grants	4%
Investment Income	2%

## 2025 Operational Expenditures \$22,198,030

Transportation  
51.6%

Education &  
Seniors  
Requisitions  
14.8%

Protective  
Services  
5.4%

Family &  
Community  
Services,  
Recreation  
5.3%

Legislative and  
Administration  
14%

Utilities  
3.5%

Agricultural  
2.8%

Planning & Ec.  
Dev. 2.6%

## Payment Options



E-transfer to  
[payments@minburncounty.ab.ca](mailto:payments@minburncounty.ab.ca)



Credit card online through  
Option Pay on County website



Drop Box at County Admin Office  
Front Entrance



In-person



Financial Institution



By Mail



Telephone/  
Internet Banking

## Breakdown of 2025 Municipal Tax Revenue by Assessment Classes

Assessment Code Groupings	Municipal Taxes	Percentage
Farmland	\$ 2,003,516	10.6%
Railway/DIP Land & Buildings	\$ 540,269	2.9%
Electric Power Generation (Windmills)	\$ 4,437,044	23.5%
Pipelines & Wells	\$ 5,813,545	30.7%
Powerlines/Communication Lines	\$ 859,629	4.5%
Grain Elevators	\$ 1,315,382	7.0%
Machinery & Equipment (Processing)	\$ 2,020,124	10.7%
Non-residential	\$ 289,249	1.5%
Residential	\$ 1,638,937	8.7%
	\$ 18,917,695	100.0%



**County of Minburn No. 27**  
**2025 Statement of Financial Position**  
*As At April 30, 2025*

<b>FINANCIAL ASSETS</b>	<b>Apr/2025</b>	<b>Mar/2025</b>	<b>Dec/2024</b>
Cash & Temporary Investments	20,004,094	22,395,672	28,466,857
Receivables			
Taxes & Grants in Place of Taxes Receivable	315,741	342,638	392,128
Due From Governments	313,299	222,125	130,155
Trade & Other Receivables	683,171	808,875	1,224,935
Long Term Receivables	128,771	137,557	287,402
Land Held for Resale	171,949	171,949	171,949
<b>Total Financial Assets:</b>	<b>\$ 21,617,026</b>	<b>\$ 24,078,817</b>	<b>\$ 30,673,426</b>
<b>LIABILITIES</b>	<b>Apr/2025</b>	<b>Mar/2025</b>	<b>Dec/2024</b>
Accounts Payable & Accrued Liabilities	7,778,569	8,127,665	11,742,616
Asset Retirement Obligation	3,388,544	3,388,544	3,388,544
Deposit Liabilities	-	-	-
Deferred Revenue	748,790	748,790	729,290
Employee Benefit Obligations	- 96,269	- 95,560	330,460
<b>Total Liabilities:</b>	<b>\$ 11,819,634</b>	<b>\$ 12,169,439</b>	<b>\$ 16,190,910</b>
<b>Net Financial Assets:</b>	<b>\$ 9,797,392</b>	<b>\$ 11,909,377</b>	<b>\$ 14,482,516</b>
<b>NON-FINANCIAL ASSETS</b>	<b>Apr/2025</b>	<b>Mar/2025</b>	<b>Dec/2024</b>
Tangible Capital Assets	36,404,608	36,404,608	36,404,608
Inventory for Consumption	22,019,924	22,022,212	21,935,517
Prepaid Expenses	2,004	869	285,476
<b>Total Non-Financial Assets:</b>	<b>\$ 58,426,536</b>	<b>\$ 58,427,688</b>	<b>\$ 58,625,600</b>
<b>ACCUMULATED SURPLUS:</b>	<b>\$ 68,223,928</b>	<b>\$ 70,337,065</b>	<b>\$ 73,108,117</b>
<b>Difference:</b>	<b>-\$ 4,884,188</b>	<b>-\$ 2,771,051</b>	



**County of Minburn No. 27**  
**2025 Revenue & Expenditure Report**  
*For Month Ending April 30, 2025*

<b>REVENUE</b>	<b>2025 Current Month</b>	<b>2025 Year-To-Date</b>	<b>2025 Budget</b>	<b>% of Budget Used</b>	<b>Same Period Last Year</b>
Net Municipal Taxes	- -	394,159	18,984,421	-2.1%	-4.9%
User Fees & Sale of Goods	39,085	88,849	325,550	27.3%	26.2%
Government Transfers	48,847	96,851	4,830,449	2.0%	2.3%
Investment Income	85,660	4,436	529,500	0.8%	-21.0%
Penalties & Costs on Taxes	321	96,172	122,400	78.6%	44.6%
Gain on Disposal of Tangible Assets	90,000	90,000	-	N/A	60.6%
Other	40,257	60,469	179,000	33.8%	30.9%
<b>Totals:</b>	<b>\$ 304,169</b>	<b>\$ 42,619</b>	<b>\$ 24,971,320</b>	<b>0.2%</b>	<b>-2.3%</b>

<b>EXPENDITURES</b>	<b>2025 Current Month</b>	<b>2025 Year-To-Date</b>	<b>2025 Budget</b>	<b>% of Budget Used</b>	<b>Same Period Last Year</b>
Administrative & Legislative	260,177	918,027	3,101,545	29.6%	28.8%
Fire Protection & Safety Services	64,038	307,729	1,673,021	18.4%	18.3%
Emergency Dispatch Services	-	-	18,000	0.0%	82.4%
Policing Services	- -	184,177	250,000	-73.7%	68.9%
Bylaw Enforcement, Health & Safety	7,558	13,641	45,400	30.0%	7.9%
Roads, Streets, Walks, Lights	1,848,877	3,369,992	15,752,865	21.4%	23.3%
Water Supply & Distribution	9,615	40,466	291,304	13.9%	11.2%
Wastewater Treatment & Disposal	3,151	13,401	117,861	11.4%	11.7%
Waste Management	33,224	54,721	360,030	15.2%	20.0%
Family & Community Support Services	-	42,102	168,409	25.0%	49.8%
Cemeteries	1,263	8,102	119,156	6.8%	0.0%
Planning & Economic Services	160,212	222,895	584,845	38.1%	14.8%
Agricultural Services Board	28,185	76,481	629,518	12.1%	11.2%
Recreation & Library Services	1,007	43,428	878,775	4.9%	5.3%
<b>Totals:</b>	<b>\$ 2,417,307</b>	<b>\$ 4,926,808</b>	<b>\$ 23,990,729</b>	<b>20.5%</b>	<b>23.0%</b>

**Difference:**

**-\$ 4,884,188**

# COUNTY OF MINBURN NO. 27

## 2025 Monthly Progress Report - At April 30, 2025

Decision Papers - Operating								
Project Name	20%	40%	60%	80%	100%	Budget	Spent	Comments
Staff Remuneration / Compensation	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	\$ 140,000	N/A	Implemented January 1/2025 - Ongoing costs
Admin Bldg. Mechanical & Electrical Study	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	\$ 52,500	\$ 1,980	Awarded to TWS; site visit completed in November; waiting on report & additional testing
Financial ERP System Replacement	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	\$ 200,000	\$ 203,923	Contract awarded; system process discovery in progress
Emergency Responder Permanent Employee	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	\$ 97,200		
MRF 360 Degree Video of County	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	\$ 40,000		MRF will complete road scanning May to July 2025
Crossroads Capacity Building Projects	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	\$ 60,000		CECI grant approved for \$30K. Municipal contribution is remaining \$30K. Project to commence in 2025
Communications Project/Dev. Package	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	\$ 100,000	\$ 50,000	2024 SCOP grant approved for \$90K. Project total is \$100K. Municipal contribution (split by partners is \$10K). Project to commence in 2025
Lavoy Infrastructure Assessment	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	\$ 60,000	\$ 49,368	Approved with MPE Engineering
Cemetery Survey / GIS Project	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	\$ 140,000	\$ 75,770	GIS site is complete, plot pins are underway and will be complete by end of May
Decision Papers - Capital								
Project Name	20%	40%	60%	80%	100%	Budget	Spent	Comments
Fire Fighting Utility Terrain Vehicle	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	\$ 65,000	\$ 41,986	
Admin Bldg. Front Entry Rehabilitation	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	\$ 78,000	\$ 31,865	Door completed January 2025
New Fire Truck - Unit #910 Replacement	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	\$ 275,000	\$ -	Tender awarded to Fort Gary
Innisfree Fire Station Cold Storage Upgrade	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	\$ 115,000	\$ 99,636	
Innisfree Fire Turnout Gear Mobile Lockers	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	\$ 13,000		
Turn Out Gear Decontamination Extractors	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	\$ 23,000	\$ 23,994	
Unit #518 Motor Scraper - Refurbishment	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	\$ 183,000	\$ 758,120	Refurbishment complete and ready for construction.
Fleet Truck Replacement (2)	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	\$ 130,000	\$ 62,181	First 3/4 Ton truck delivered, waiting on 1/2 Ton Truck
Skidsteer Sweeper	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	\$ 15,000	\$ 11,166	Purchased and in service.
2025 CAT 160 Motor Graders (2)	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	\$ 1,339,620	\$ 1,339,620	Both graders delivered and in service
Vegreville Fire Truck	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	\$ 320,000		
BF75589 Bridge Work / Engineering	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	\$ 646,000	\$ 62,001	Tender approved wit TerraPro Inc.
Ranfurly Sidewalk Rehabilitation	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	\$ 47,300		Project approved with Northwind contracting, to be completed this summer.
Bridges (STIP Approved 4 Capital Bridges)	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	\$ 1,992,000	\$ 84,410	All Capital projects with TerraPro Inc, or Westcan Sealcoating.
Road Maintenance Activities								
Road Projects	20%	40%	60%	80%	100%	Comments		
Road Construction	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	Program underway in Div. 2		
Gravel Haul Program	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	Starting May 20		
Oiling Projects	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	Oiling program approved, with patching starting in May		
Dust Controls	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	Program underway with residential dust controls.		
Roadside Mowing	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	Starting August 1, 2025		
Roadside Brushing	<div></div>	<div></div>	<div></div>	<div></div>	<div></div>	Approximately 29100 m completed		





<b><i>~ 2025 INTEREST SUMMARY ~</i></b>	
Total Interest Accrued at March 31/2025	\$ 195,577.82
Total Interest Received at March 31/2025	\$ 170,254.96
Less: Portion of 2025 Interest Related to Prior Years	- \$ 191,340.81
<b><i>Investment Interest as of March 31/2025 &gt;</i></b>	<b><i>\$ 174,491.97</i></b>
2025 Budgeted Total Interest	\$ 529,500.00
% of Budget Received	32.95%
<b><i>Investment Interest as of March 31/2024 &gt;</i></b>	<b><i>\$ 176,528.80</i></b>



# ALLY IMPACT REPORT

COUNTY OF MINBURN



 STARS®



# Thank you, County of Minburn

From the beginning, STARS has relied on our allies to help fulfill our mission of providing critical care, anywhere.

Allies like you make it possible for STARS to continue learning, growing and innovating to ensure we can be there for the next patient, and for more communities, wherever they are and in whatever way they need us.

You support essential education and training, necessary tools, and new and improved technology, allowing us to continue providing critical care when it's needed most.

You make it possible for us to save lives, every day.

From all of us at STARS, and on behalf of the patients we serve,

*thank you.*

BUILT BY THE COMMUNITY,  
FOR THE COMMUNITY

730+

communities were  
cared for last year







In 2024, the County of Minburn generously contributed \$6,376 to support STARS flight operations from the Edmonton base that serves the northern and central regions of Alberta - **Thank you!** We are sincerely grateful for your commitment to our fight for life.

With your support, we can surpass obstacles and extend beyond boundaries. Most importantly, you make an immediate response possible for people every day.

STARS was built by the community, for the community, and thanks to allies like you, we can continue to reach the communities within Western Canada and the patients within who need our help.

You allow STARS to use any transportation and tools necessary to reach patients and deliver the care that can save lives.

Because of you, patients like Willem van Lankvelt will have access to world-class, rapid critical care - no matter where they live, work, or play, for generations to come.

Our partnership with the County of Minburn is of great pride to STARS, and we are excited to show you the direct impact your gift makes in our communities.

**You make critical care anywhere, possible.**

**Thank you.**





# COUNTY OF MINBURN

## 15-YEAR MISSION OVERVIEW

COUNTY OF MINBURN STARS 15-YEAR MISSION REPORT	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	TOTAL
NEAR INNISFREE							1		1				1		1	4
NEAR LAVOY											2		1	1		4
NEAR MANNVILLE	1				1		1		1		1					5
NEAR MINBURN									1							1
NEAR TWO HILLS*									1							1
VEGREVILLE HOSPITAL IFT's	7	10	18	9	8	14	8	10	6	9	8	8	3	5	9	132
NEAR VEGREVILLE	3	1	2	2	6	8	4	1	1	2	4	1		5	5	45
<b>TOTAL</b>	<b>11</b>	<b>11</b>	<b>20</b>	<b>11</b>	<b>15</b>	<b>22</b>	<b>14</b>	<b>11</b>	<b>11</b>	<b>11</b>	<b>15</b>	<b>9</b>	<b>5</b>	<b>11</b>	<b>15</b>	<b>192</b>



\* Scene calls coded to nearest community - Actual mission location used to identify each occurrence within County Of Minburn boundaries

Over the past 15-years, (from 2010 up to and including December 31, 2024) because of your support STARS was able to carry out 192 critical inter-facility and scene missions within the County of Minburn and the hospital located within your area. Thank you for helping to support the residents of the County of Minburn in the communities where they live, work and play.

STARS is more than transport. Whether by air, ground, or satellite link, the expert care delivered by our doctors, nurses, and paramedics comes in many forms. The STARS Emergency Link Centre also acts as a critical care logistics hub, connecting patients with help beyond STARS. Because of your support, we are wherever we need to be using any transportation and tools necessary to reach our patients and deliver the care that can save their lives. For some patients, a helicopter is the right method to respond. For others, our teams will go by airplane or ground ambulances. Often, our physicians can diagnose and provide care guidance directly through phone or video link. The STARS Emergency Link Centre specializes in bringing together all the healthcare and emergency response professionals who are working to help each patient survive.

Any one of us can experience a life-changing incident or medical complication whether or not we're close to care. That's why STARS exists. Your commitment makes an impact and helps deliver critical care anywhere for your residents, ensuring every one of them has access to care when they need it the most.

**Built by the community, for the community.**



# ESSENTIAL SERVICES FOR ALL, RURAL

## UNITED IN PARTNERSHIP

### Building a robust health & safety network.

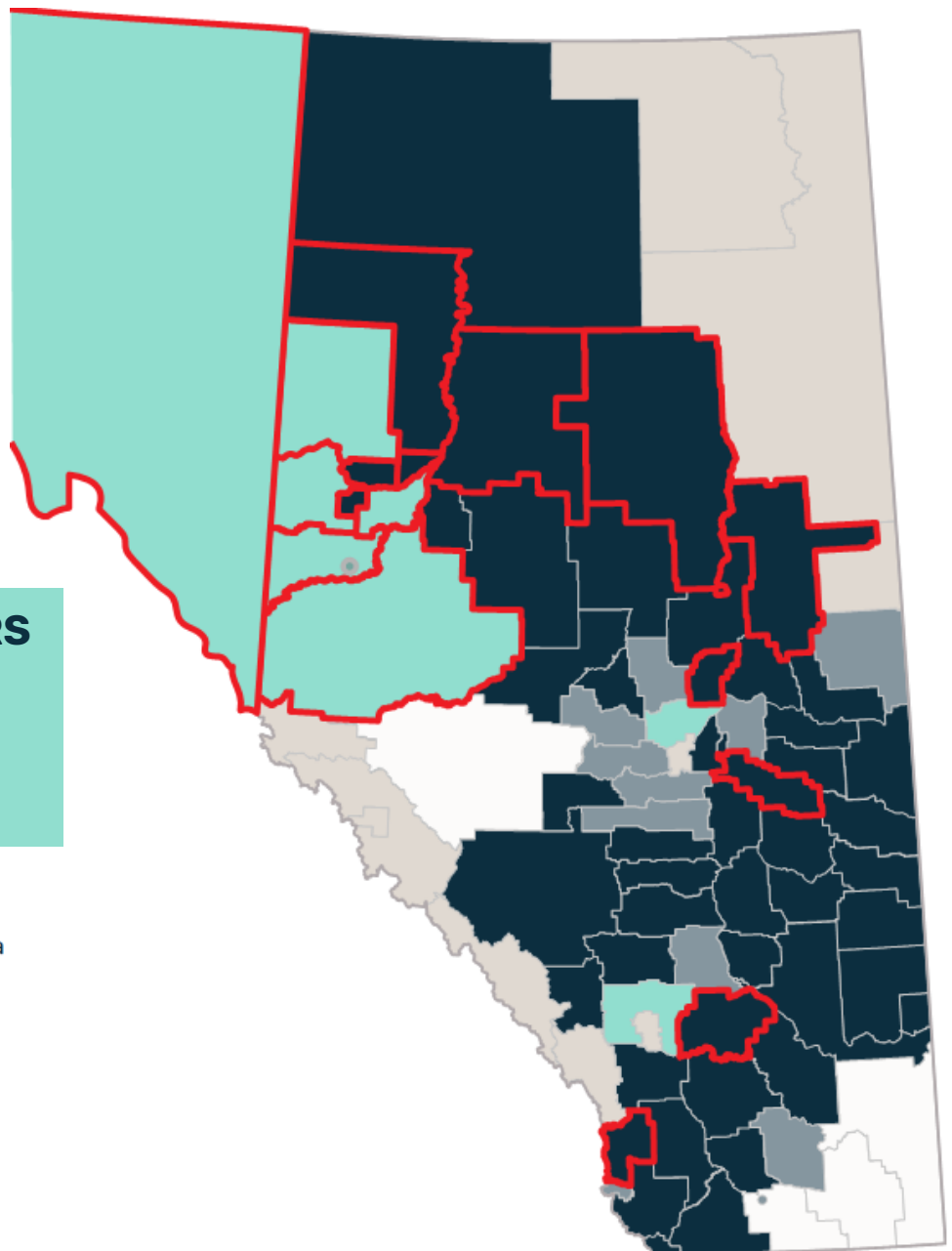
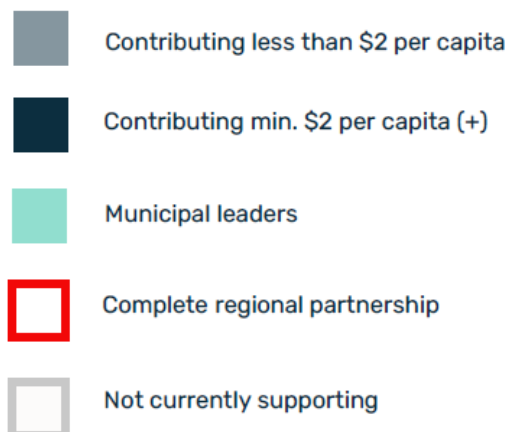
- 94% AB Municipalities in partnership
- Includes northeastern B.C.
- 75% Regional Leaders
- Requests pending

#### REGIONAL LEADERS

Building  
partnerships within.  
Based on minimum  
\$2 per capita

#### (9) PROVINCIAL LEADERS

- Fixed rate of support
- Standing motion
- Included in protective services budget





# YOU MAKE IT POSSIBLE TO SAVE PEOPLE LIKE WILLEM



During what Willem van Lankvelt thought was going to be a pleasant afternoon on his bike near his family's cabin, his ride took a life-threatening turn when he was struck by a truck.

The force of the impact caused significant head trauma and severe internal bleeding. With 16 years of experience as a paramedic, he knew this was his worst-case scenario. Fortunately with your help, STARS was on the way.

Upon STARS' arrival at the scene, the air medical crew had to work quickly to stabilize Willem.

Willem already had a deep appreciation for STARS before his accident. Through his work, he had seen firsthand the everyday difference STARS makes in the lives of critically ill and injured patients thanks to allies like you. Willem even knew the crew that provided care for him, making this one of the most difficult missions that STARS flight nurse, Melvin Yumang, had ever responded to.

"The extent of his injuries were such that neither myself nor my partner Ray recognized Willem at the time," said Melvin.

He had a skull fracture, traumatic brain injury, multiple fractures of his ribs, and bleeding around his lungs. His jaw muscles were clamped shut so access to his airway was basically impossible.

Call received.  
STARS crew is  
pre-alerted.

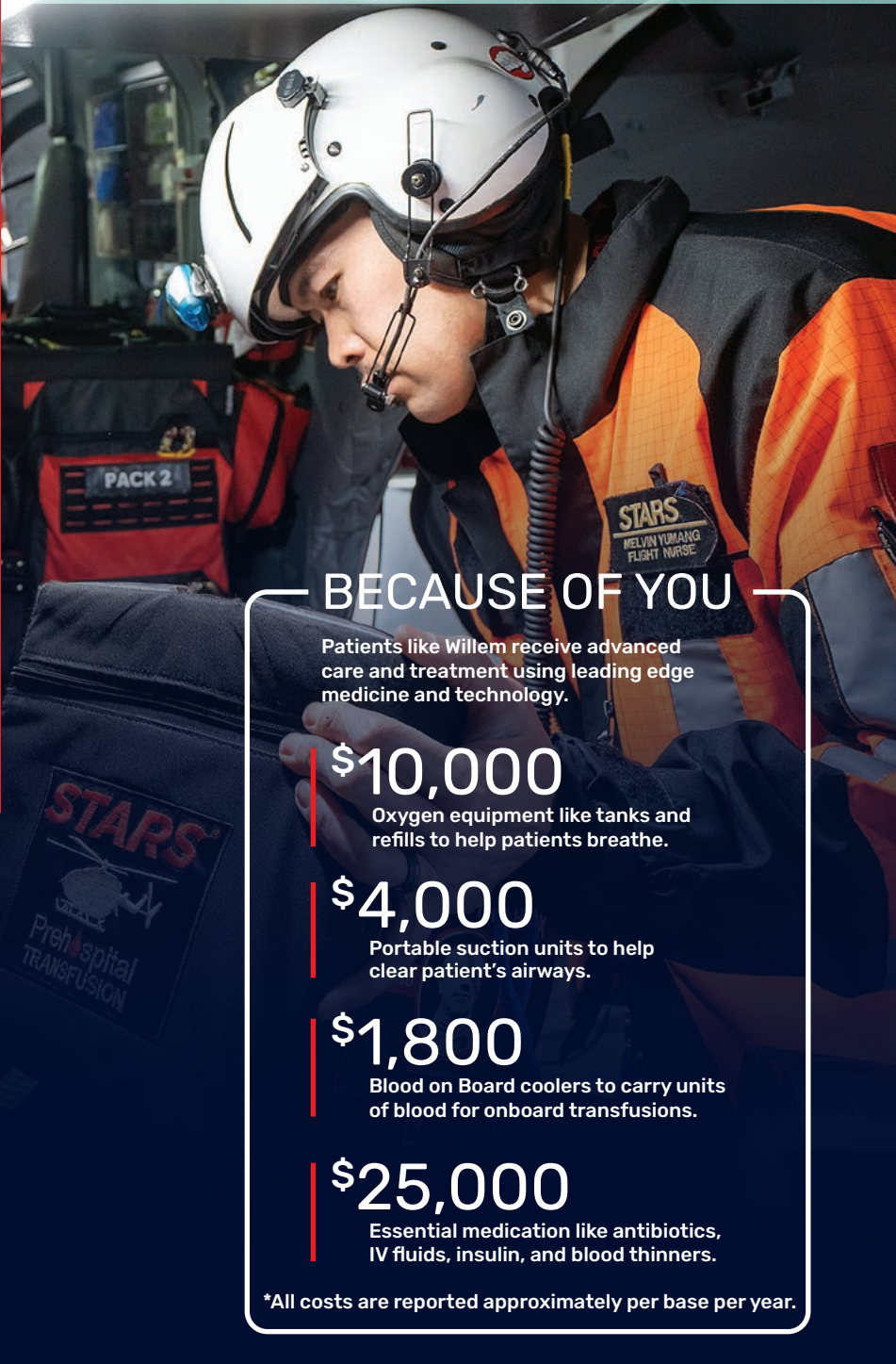
Helicopter dispatched.

Helicopter leaves  
the STARS base.

In 2016, registered nurse Melvin Yumang began his journey with STARS. In addition to years of experience in ERs and pediatric ICUs across Canada, Yumang went on to complete the six-month STARS Critical Care and Transport Medicine Academy program – a highly specialized, donor-supported certificate program offered to experienced rural health care professionals and is a requirement for new STARS air medical crew. After this intense course, he was ready to put on the STARS signature blue flight suit and care for the most critical patients. As he reflects on his eight years as a STARS flight nurse, he credits the organization’s success to the expertise of his fellow crew members. Thanks to allies like you, professionals like Yumang have access to essential training needed on STARS’ aircraft and in rural or remote health care settings.

“It’s a privilege to be able to serve those in our community.”

MELVIN YUMANG, STARS FLIGHT NURSE



## BECAUSE OF YOU

Patients like Willem receive advanced care and treatment using leading edge medicine and technology.

- \$10,000**  
Oxygen equipment like tanks and refills to help patients breathe.
- \$4,000**  
Portable suction units to help clear patient’s airways.
- \$1,800**  
Blood on Board coolers to carry units of blood for onboard transfusions.
- \$25,000**  
Essential medication like antibiotics, IV fluids, insulin, and blood thinners.

\*All costs are reported approximately per base per year.

Crew arrives on scene.

Crew stabilizes and provides necessary medical intervention to patient.

Crew and patient depart scene.

STARS arrives at hospital, and transfers patient care.





"Will's accident was quite traumatic," says STARS flight paramedic Ray Rempel. "There's two things that STARS can bring to patients. One is speed, the other is a higher level of critical care. Willem needed both on that night. We were able to give him blood, and decompress the chest to allow him to breathe a little bit better. We gave medication to access his airway and provided him with the oxygen he needed."

Thanks to your support, STARS was able to provide the critical care needed in such a difficult and complex situation. Working alongside our allies – police, fire, and EMS – on the ground, Willem was rapidly transported to the trauma centre where he received definitive care and has been able to make a successful recovery.

Because of donors like you, Willem was able to recover and return to work as a paramedic. Your support helps save people like Willem, wherever they are, whenever they need critical care. Thank you for enabling us to be there when we're needed most.



*"To anybody who has supported STARS, I can't put into words the impact your support has had on me and my family. Thank you."*

**Willem van Lankvelt, STARS VERY IMPORTANT PATIENT**



Scan the QR code  
to hear Willem's  
story in his  
own words.

# YOU MAKE IT POSSIBLE FOR US TO IMPACT THOUSANDS OF LIVES

With your commitment to our fight for life, you ensure that everyone has access to critical, life-saving care, no matter where they live, work or play. In the air, on the ground, and virtually, we are wherever we need to be to give patients their best hope in a worst-case scenario.

## BECAUSE OF YOU



# 3,927

MISSIONS WERE FLOWN IN  
THE LAST YEAR

**1,720**  
AB/BC

**1,025**  
SK

**1,182\***  
MB/ON

# 11



AVERAGE DAILY MISSIONS

\* includes fixed-wing and helicopter missions

## Incident types



CARDIAC **18.05%**



ENVIRONMENTAL **0.30%**



NEUROLOGICAL **12.48%**



OBSTETRICAL **1.42%**



PULMONARY **12.64%**



VEHICLE INCIDENT **18.38%**



OTHER MEDICAL **19.20%**



OTHER TRAUMA **17.38%**

With support from allies like you, STARS is able to provide landing zone training for first responders and clinical training sessions for rural medical practitioners in our communities to ensure patients receive the best care possible in a worst-case scenario. This year:

# 121

outreach education  
sessions were fulfilled  
in our communities.

# 3,800+

participants attended  
landing zone and clinical  
education sessions.





# YOU MAKE IT POSSIBLE TO CONNECT WITH PATIENTS, FASTER

The STARS Emergency Link Centre (ELC) is the critical care logistics hub. You support highly skilled emergency communications specialists connecting STARS to 911 and other emergency services, overseeing helicopter missions and coordinating transport and care for patients. With dedication from allies like you, the ELC is able to run 24/7/365 and allows us to be there for the next patient, whenever they need us.

Critical patients may now receive care quicker than ever before thanks to the launch of a virtual care trial by STARS in partnership with Saskatchewan Health Authority. STARS Virtual Care allows transport physicians to be connected to local providers during active missions via a secure video connection. The trial is underway across the province of Saskatchewan.

“This new tool is allowing us to provide care more precisely and timely, because when I am consulted I can see the problem directly rather than having someone describe it to me over the phone, especially when they can often be in the midst of dealing with a very critical situation,” said STARS base medical director for Regina and Saskatoon, Dr. Dallas Pearson.



49" Ultrawide monitor  
**\$3,000**



BECAUSE OF YOU

37,365

emergency requests were handled  
by the ELC, an average of **102/day**.

114

transport physicians on staff.

8,760

operational hours of logistics  
coordination by the ELC.

Phone & Bluetooth headset  
**\$2,000**

Embroidered uniform tops  
**\$35**

Ergonomic dispatch chair  
**\$2,000**

Air dispatch radio system  
**\$510,000**





BECAUSE OF YOU  
STARS has flown more than  
**60,000**  
total missions since 1985.

**YOU** MAKE IT POSSIBLE  
TO PROVIDE

**CRITICAL CARE, ANYWHERE**

**\$11.4M**

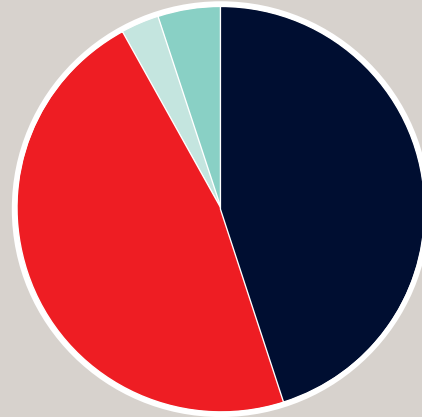
approximate annual  
cost per base

**37,345**

annual donors



## STARS funding sources, fiscal-year 2023-24



- NET FUNDRAISING
- GOVERNMENT CONTRIBUTIONS\*
- INDUSTRY SERVICES
- OTHER

\* cash received in year

## IT IS ONLY POSSIBLE WITH **YOU** BY OUR SIDE

As a charitable not-for-profit, we can only operate with the remarkable support of our community allies.

The unwavering commitment of allies like you makes it possible for us to continue providing life-saving care, wherever and whenever it's needed, and ensure we can serve Western Canadians well into the future.

**Thank you for making sure we can  
be there for the next patient, no  
matter how far.**

**529**  
active volunteers





## NEW MEDICATION HEMORRHAGE CONTROL

STARS has bolstered its medical toolkit with an innovative new blood product to help form blood clots and assist with hemorrhage control.

- Increase to 4 units of blood onboard
- Utilized in severe trauma cases
- Patients requiring more than two units of blood
- Fibrinogen promotes blood clots to form





# COUNTY OF MINBURN

## REGIONAL LEADER



## **BENEFITS**

- STARS provides physical response and virtual care consultation
- Assist local practitioners with critical care/procedural guidance
- Together we enhance rural healthcare
- Residents have access to STARS 24/7 across Western Canada
- No cost to the patient

## THANK YOU



**A LIFE IS SAVED EVERY DAY. YOUR PARTNERSHIP MAKES IT POSSIBLE.**





## SHANNON PAQUETTE

DONOR RELATIONS AND DEVELOPMENT OFFICER

780-890-3163

[spaquette@stars.ca](mailto:spaquette@stars.ca)



### STAY IN TOUCH

Scan or click the QR code to stay up-to-date with our latest news.



1-888-797-8277 | [info@stars.ca](mailto:info@stars.ca) | [stars.ca](http://stars.ca)





**Vegreville Agricultural Society**

*"Serving the Community of Today and Tomorrow"*

[www.vegag.ca](http://www.vegag.ca)

4753 - 45 Avenue  
Vegreville, AB T9C 0B2  
Ph: 780-632-3950  
E: [vegrevilleagsociety@gmail.com](mailto:vegrevilleagsociety@gmail.com)  
[@vegrevilleagsociety](https://www.facebook.com/vegrevilleagsociety)

April 24, 2025

RECEIVED

County of Minburn

APR 30 2025

4909-50 St  
Vegreville AB  
T9C 1R6

COUNTY OF MINBURN NO 27

**Re: Opening Ceremonies at the Vegreville Xtreme Kubota Country Fair**

Dear County of Minburn

We would certainly love to have you join us on stage to bring greetings on behalf of the County of Minburn at this years Vegreville Xtreme Kubota Country Fair 2025

The opening Ceremony will be held on Wednesday August 6th at 5:00pm. We anticipate it lasting a half an hour.

Kindly indicate if you can attend by calling our office at 780.632.3950

Warmest Regards

Rachel Farr  
Office Manager

VAS Executive

*Tony Kulbisky  
President / Président*

*Brenda Orchard  
First Vice-President /  
Première vice-présidente*

*Marc Melanson  
Second Vice-President /  
Deuxième vice-président*

*Gary Kent  
Treasurer / Trésorier*

*Bev Hendry  
Past President /  
Présidente sortante*

*Raffaella Di Stasio  
Director / Directrice*

*Jeff Gushue  
Director / Directeur*

*Evan Parliament  
Director / Directeur*

*Lisa Niblock  
Director / Directrice*

*Tracy Thomas  
Director / Directrice*

*Yves Leger  
Director / Directeur*

*Jennifer Goodine  
Executive Director  
Directrice générale*

CAMA  
P. O. Box 128, Station A  
Fredericton, NB  
CANADA  
E3B 4Y2

ACAM  
C.P. 128, succ. A  
Fredericton, N.-B.  
CANADA  
E3B 4Y2

Tel./ Tél.: 1-866-771-2262  
E-Mail / Courriel:  
[admin@camacam.ca](mailto:admin@camacam.ca)

[www.camacam.ca](http://www.camacam.ca)

April 30, 2025

Reeve Roger Konieczny  
County of Minburn No. 27  
Box 550  
Vegreville, AB  
T9C 1R6

Dear Reeve Konieczny,

The Long Service Recognition Awards Program of the Canadian Association of Municipal Administrators (CAMA) is dedicated to honoring and celebrating the dedication of our members to public service and municipal management, a cornerstone priority for our Association. These awards are based on the duration of full-time, paid employment in municipal government, specifically in management roles such as Chief Administrative Officer or those reporting directly to them. Recognition is granted at the ten-year mark and subsequently in five-year intervals.

This year, it is our privilege to acknowledge the commitment of your Chief Administrative Officer, Pat Podoborozny, for her remarkable ten years of service in municipal government management roles. Pat's dedication to her role has undoubtedly contributed to the advancement of your municipality, and we are pleased to recognize her achievements. Her recognition pin has been mailed to her directly.

We invite you to assist us in recognizing Pat for this milestone, perhaps through a special presentation at City Council, in acknowledgement of her continued support of the municipal profession.

In closing, we wish to express our heartfelt appreciation to City Council for their unwavering support of Pat as a valued member of CAMA.

Sincerely,



Tony Kulbisky  
CAMA President

cc Pat Podoborozny, Chief Administrative Officer

**COUNCIL MEETING ACTION ITEMS**

<b>Action List Item No.</b>	<b>Motion No.</b>	<b>Meeting Date</b>	<b>Description</b>	<b>Percentage Completed</b>	<b>Person Responsible</b>	<b>Date Completed</b>	<b>Notes</b>
2265	2023-149	19-Jun-23	Review Code of Conduct Bylaw No. 1280-19.	90%	Pat		Waiting for province to pass Bill 50 which would repeal the County's Code of Conduct
2376	2025-031	23-Jan-25	Increase Non-Residential Education Tax rate for 2025 and 2026 years.	75%	Jay/Dwight		Included tax rate deferral adjustment in 2025 tax rate bylaw. 2nd stage won't be completed until 2026
2387	2025-076	20-Mar-25	Enter into an agreement for Intermunicipal Subdivision and Development Appeal Board services	75%	Davin/Pat		Letter sent to Lamont County requesting to be part of regional SDAB. Lamont County responded they will be undertaking agreement update.
2391	2025-086	20-Mar-25	Notify Health Care Providers Attraction and Recruitment Committee that their funding request in the amount of \$7,325.50 was approved	100%	Pat/Jay	11-Apr-25	Processed cheque requisition and provided notification at the April meeting
2392	2025-087	20-Mar-25	Enter into an agreement with Capital Capital Region Assessment Services Commission for the provision of assessment review board services	75%	Jay		Rec'd CRASC approval, executed ageement, ARB bylaw to be approved by Council in May
2393	2025-088	20-Mar-25	Send signed Amending ICF Agreement to County of Two Hills	95%	Pat/Audra	21-Mar-25	Emailed agreement. Waiting to receive a copy with their signatures
2398	2025-104	22-Apr-25	Add new Gravel Inventory Control Policy to server and website	100%	Audra	28-Apr-25	Added to website
2399	2025-105	22-Apr-25	Remove Gravel Inventory Adjustments Policy OP 9014-01 from server and website	100%	Audra	28-Apr-25	Removed from website
2400	2025-106	22-Apr-25	Enter into contract with West-Can Seal Coating for bridge replacements BF 1195 and BF 75604	80%	Norm		Waiting on contracts from MPA for signing.
2401	2025-107	22-Apr-25	Enter into contract with Bridgemen Services Ltd. for bridge maintenance and repair of bridge files 1865 and 74718	80%	Norm		Waiting on contracts from MPA for signing.
2402	2025-108	22-Apr-25	Add new Winter Maintenance Policy to server and website	100%	Audra	28-Apr-25	Added to website
2403	2025-109	22-Apr-25	Remove Snow Clearing Policy OP 9016-01-A from server and website	100%	Audra	28-Apr-25	Removed from website
2404	2025-118	22-Apr-25	Add Tax Rate Bylaw to server and website	100%	Audra	28-Apr-25	Added to website
2405	2025-122	22-Apr-25	Add Hamlet of Minburn Special Tax Rate Bylaw to server and website	100%	Audra	28-Apr-25	Added to website
2406	2025-111	22-Apr-25	Mail MD of Wainwright signed copy of ICF Amending Agreement	100%	Audra	29-Apr-25	Mailed
2407	2025-112	22-Apr-25	Arrange meeting with County and Town Intermunicipal Committees to review recreation and solid waste agreements	100%	Pat	28-Apr-25	Meeting was held with Town of Vegreville Intermunicipal Committee
2408	2025-124	22-Apr-25	Arrange delivery of 12 tonnes of gravel to Innisfree Seed Cleaning Plant	100%	Norm	23-Apr-25	Completed in April
2409	2025-130	22-Apr-25	Notify St. Martins School Council Advisory and VegProud Council of their successful application for the 2025 Hamlet Cleanup Program	100%	Davin	23-Apr-25	Emailed letter. Cleanup will be done within first 2 weeks of May