



Council Meeting Minutes

April 15, 2024

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

Administration Present: Pat Podoborozny Chief Administrative Officer
Jason Warawa, Director of Corporate Services
Mike Fundytus, Director of Protective Services
Davin Gegolick, Director of Planning and
Community Services
Trudy Shukalak, Senior Administrative Support
Specialist

1 CALL TO ORDER

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

2024-062

Moved by: Councillor Nafziger

THAT Council excuse Councillor Anderson from the April 15, 2024, County Council Regular meeting.

Carried

2 ADOPTION OF AGENDA

2024-063

Moved by: Councillor Wowdzia

THAT the April 15, 2024, regular Council meeting Agenda be adopted with the following amendment:

Remove Item 6.10, Friends of A.L. Horton Elementary School – Playground from Requests for Decision and add to Correspondence and Information Items as Item 8.5.

Carried

3 CONFIRMATION OF MINUTES

3.1 March 14, 2024, Council Meeting

2024-064

Moved by: Deputy Reeve Kuzio

THAT the March 14, 2024, regular Council meeting minutes be adopted as presented.

Carried

3.2 April 4, 2024, Special Council Meeting

2024-065

Moved by: Councillor Wowdzia

THAT the April 4, 2024, Special Council meeting be adopted as presented.

Carried

4 DELEGATIONS

4.1 Wilde & Company

Presentation of the County of Minburn's 2023 Financial Statement.

External Presenters:

Renée Senko, CPA, CA Partner

Jody Kirton, CPA, Lead, Assurance

2024-066

Moved by: Councillor Wowdzia

THAT the 2023 Audited Financial Statement and financial information for the year ended December 31, 2023, prepared by Wilde and Company Chartered Accountants be approved as presented.

Carried

5 COUNCIL PRIORITIES

2024-067

Moved by: Councillor Bentley

THAT the Council Priorities be accepted as information.

Carried

6 REQUESTS FOR DECISION

6.1 2024 Final Budget

2024-068

Moved by: Councillor Wowdzia

THAT Council approve the 2024 operating and capital budgets totalling \$29,492,351 plus a non-cash operating expense of \$2,048,267 for amortization and accretion expenses related to tangible capital assets and associated retirement obligations.

Carried

Three-Year Operating Plan

2024-069

Moved by: Councillor Nafziger

THAT Council approve the three-year operating plan as presented.

Carried

6.2 2024 Property Tax Bylaw

2024-070

Moved by: Councillor Nafziger

THAT Council approve first reading to Bylaw No. 1349-24 to authorize the taxation rates to be levied against assessable property within the County of Minburn.

Carried

2024-071

Moved by: Councillor Bentley

THAT Council approve second reading to Bylaw No. 1349-24.

Carried

2024-072

Moved by: Deputy Reeve Kuzio

THAT Council unanimously and in full agreement approve third reading of Bylaw No. 1349-24 at this meeting.

Carried

2024-073

Moved by: Councillor Wowdzia

THAT Council approve third reading to Bylaw No. 1349-24.

Carried

6.3 Hamlet of Minburn Special Tax Bylaw

2024-074

Moved by: Councillor Ogradnick

THAT Council approve first reading to Bylaw No. 1350-24 to authorize a special tax to be levied against parcels of land in the Hamlet of Minburn to raise revenue to pay for sewer purposes.

Carried

2024-075

Moved by: Deputy Reeve Kuzio

THAT Council approve second reading to Bylaw No. 1350-24.

Carried

2024-076

Moved by: Councilor Bentley

THAT Council unanimously and in full agreement approve third reading of Bylaw No. 1350-24 at this meeting.

Carried

2024-077

Moved by: Councilor Ogradnick

THAT Council approve third reading to Bylaw No. 1350-24.

Carried

Councillor Wowdzia left the meeting at 10:13 a.m

Councillor Wowdzia rejoined the meeting at 10:14 a.m.

6.4 Rescind Personnel Policy AD 1006-01

2024-078

Moved by: Deputy Reeve Kuzio

THAT Council rescind Personnel Policy AD 1006-01.

Carried

6.5 Information Security Policy AD 1026-01

2024-079

Moved by: Councillor Nafziger

THAT Council approve Information Security Policy No. AD 1026-01 as presented.

Carried

6.6 Employee Code of Conduct and Ethics Policy No. AD 1027-01

2024-080

Moved by: Councillor Wowdzia

THAT Council approve Employee Code of Conduct and Ethics Policy No. AD 1027-01 as presented.

Carried

6.7 Information Management Policy No. AD 1028-01

2024-081

Moved by: Deputy Reeve Kuzio

THAT Council approve Information Management Policy AD 1028-01 as presented.

Carried

6.8 Employee Business Expense Policy No. AD 1029-01

2024-082

Moved by: Councillor Ogradnick

THAT Council approve Employee Business Expense Policy No. AD 1029-01 as presented.

Carried

6.9 Spring Clean-up Program – County Owned Highway 16As

2024-083

Moved by: Councillor Bentley

THAT Council accept the Spring Clean-up Program as information.

Carried

6.10 Health and Safety Policy No. PS 8008-01

2024-084

Moved by: Councillor Nafziger

THAT Council approve Health and Safety Policy No. PS 8008-01 as presented.

Carried

6.11 Workplace Violence Prevention Policy No. AD 1024-01

2024-085

Moved by: Councillor Wowdzia

THAT Council approve Workplace Violence Prevention Policy No. AD 1024-01 as presented.

Carried

6.12 Respectful Workplace Policy No. AD 1025-01

2024-086

Moved by: Deputy Reeve Kuzio

THAT Council approve Respectful Workplace Policy No. AD 1025-01 as presented.

Carried

6.13 Green Light Bylaw No. 1347-24

2024-087

Moved by: Councillor Nafziger

THAT Council approve first reading to Bylaw No. 1347-24 allowing authorized firefighters to use flashing green lights in their vehicles as a means of identification when responding to a fire or other emergency.

Carried

2024-088

Moved by: Councillor Kuzio

THAT Council approve second reading to Bylaw No. 1347-24.

Carried

2024-089

Moved by: Councillor Bentley

THAT Council unanimously and in full agreement approve third reading of Bylaw No. 1347-24 at this meeting.

Carried

2024-090

Moved by: Councillor Wowdzia

THAT Council approve third reading to Bylaw No. 1347-24.

Carried

6.14 Full-Time Emergency Responder

2024-091

Moved by: Councillor Nafziger

THAT Council approve hiring a full-time emergency responder for a one-year term.

Carried

6.15 Crossroads Economic Development Alliance and Survey Business Introduction Letter

2024-092

Moved by: Councillor Nafziger

THAT Council approve that Administration send a letter to County businesses introducing the Crossroads Economic Development Alliance along with a Business Retention and Expansion Survey.

Carried

7 REPORTS

7.1 Reeve

7.2 Council

7.3 CAO

7.4 Operations

7.5 Planning and Community Services

Reeve Konieczny recessed the meeting at 11:37 a.m.

Reeve Konieczny reconvened the meeting at 11:42 a.m.

7.6 Protective Services

7.7 Corporate Services

2024-093

Moved by: Deputy Reeve Kuzio

THAT Council accept the reports as presented.

Carried

8 CORRESPONDENCE AND INFORMATION ITEMS

8.1 Two Hills School Funding Request

Letter received from Two Hills School requesting a funding contribution to assist them with their students' action plan developed to reduce the effects of climate change in the area which includes a four-phase school upgrade.

2024-094

Moved by: Councillor Ogradnick

THAT Council deny Two Hills School's request for a funding contribution to assist with their students' action plan developed to reduce the effects of climate change in the area which includes a four-phase school upgrade.

Carried

8.2 Delta Waterfowl – Research Study Project

Letter received from Delta Waterfowl advising that their student technicians will be actively searching for and monitoring duck nests during the nesting season this year in the County of Minburn to promote waterfowl conservation.

8.3 Alberta Municipal Affairs – Provincial Education Requisition Credit (PERC) Program Extension

Letter received from Alberta Municipal Affairs announcing the extension to the Provincial Education Requisition Credit (PERC) program for an additional two years up to and including the 2005 tax year.

8.4 Creditor of AlphaBow Energy Ltd. - Restructuring

Letter received from KSV Restructuring Inc. advising that AlphaBow Energy Ltd. has commenced restructuring procedures by filing a Notice of Intention (NOI) to Make a Proposal pursuant to Section 50.4(1) of the *Bankruptcy and Insolvency Act* (Canada), and KSV Restructuring Inc.

was appointed as Proposal Trustee. The principal purpose of the NOI proceeding is to allow for a stay of proceedings to allow AlphaBow to consider various restructuring options.

8.5 Friends of A.L. Horton School – Playground Funding Request

2024-095

Moved by: Councillor Wowdzia

THAT Council contribute \$25,000 to the Friends of A.L. Horton School Society to financially assist in the construction of the new playground on the school grounds.

Motion Defeated

2024-096

Moved by: Councillor Nafziger

THAT Council provide an in-kind contribution to the Friends of A.L. Horton School Society to assist in the construction of the new playground on the school grounds, for a valued amount not to exceed \$12,000.

Motion Defeated

2024-097

Moved by: Councillor Bentley

THAT Council accept the correspondence as information.

Carried

9 COUNCILLOR REQUESTS (INFORMATION REQUESTS AND NOTICES OF MOTION)

9.1 Action Item List

2024-098

Moved by: Councillor Ogradnick

THAT Council accept the Action Item list as presented.

Carried

10 CLOSED SESSION

2024-099

Moved by: Deputy Reeve Kuzio

THAT Council meet in private to discuss matters protected from disclosure under the *Freedom of Information and Privacy (FOIP) Act*, specifically Section 17, harmful to personal privacy at 12:26 p.m.

Carried

10.1 CAO Evaluation

FOIP Section 17, harmful to personal privacy

Name	Reason/Purpose
Pat Podoborzny	Strategic Leader of the Organization

11 OPEN SESSION

2024-100

Move by: Councillor Nafziger

THAT Council revert to open session at 1:08 p.m.

Carried

12 MOTIONS ARISING OUT OF THE CLOSED SESSION

CAO Contract

2024-101

Moved by: Deputy Reeve Kuzio

THAT Council approve the amendments to the County of Minburn Chief Administrative Officer (CAO) contract as per the details discussed in closed session.

Carried

13 ADJOURNMENT

Reeve Konieczny adjourned the meeting at 1:09 p.m.

Reeve

Chief Administrative Officer