

**COUNTY OF MINBURN NO. 27**

**COUNTY COUNCIL**

- APRIL 15, 2019** Minutes of the County Council meeting held on April 15, 2019 at the County of Minburn No. 27 office, Vegreville, Alberta.
- PRESENT** Present at the meeting were:
- |                               |                  |
|-------------------------------|------------------|
| Reeve:                        | Roger Konieczny  |
| Deputy Reeve:                 | Carl Ogradnick   |
| Councillors:                  | Richard Wagner   |
|                               | Eric Anderson    |
|                               | Clifford Wowdzia |
|                               | Tara Kuzio       |
|                               | Kevin Bentley    |
| Chief Administrative Officer: | Brent Williams   |
| Recording Secretary:          | Trudy Shukalak   |
- CALL TO ORDER** Reeve Konieczny called the meeting to order at 10:00 a.m.
- ACCEPTANCE OF AGENDA** Councillor Anderson moved the Agenda for the April 15, 2019 regular County Council meeting be adopted with the following addition:  
 - "Closed Session" as per Section 16(1) (c) (ii) of the *Freedom of Information and Privacy (FOIP) Act*.  
**Carried.**
- COUNTY COUNCIL MEETING MINUTES** Councillor Kuzio moved the minutes of the March 14, 2019 regular County Council meeting be adopted as presented.  
**Carried.**
- SPECIAL COUNCIL MEETING MINUTES** Councillor Anderson moved the minutes of the March 21, 2019 Special Council meeting be adopted as presented.  
**Carried.**
- 43-19 CLOSED SESSION – LABOUR ISSUES** Councillor Kuzio moved that Council close the meeting to the public to discuss labour issues as per Section 17(2) (e) of the *Freedom of Information and Privacy (FOIP) Act*. Time 10:05 a.m.  
**Carried.**
- REVERT TO REGULAR MEETING** Deputy Reeve Ogradnick moved that Council revert to the regular meeting. Time 10:10 a.m.  
**Carried.**
- SUPERINTENDENT OF PUBLIC WORKS** Graham Shell presented the Public Works and Transportation monthly report for March 2019. Senior Accountant Kari Janzen also joined the meeting. Time 10:10 to 10:25 a.m.  
 - 2019 road construction and gravelling scheduled to commence May 1, 2019;  
 - Addressing road washouts as required;  
 - Culvert steaming throughout County;  
 - Installation of traffic counters on Saltaux Road and Imperial Road.  
 Deputy Reeve Ogradnick moved the Superintendent of Public Works and Transportation report be accepted as presented.  
**Carried.**
- PLANNING AND DEVELOPMENT SERVICES** Davin Gegolick presented the Planning and Development Officer's monthly report for March 2019. Time 10:25 to 10:40 a.m.  
 - Development permit applications, subdivision inquiries and approvals;  
 - Request for Decision (RFD) for Subdivision Application File No. 03-2019 located in SE 10-54-15-W4M;  
 - Completion of Safety Code Council annual internal audit.  
 Councillor Kuzio moved the Planning and Development Services report be accepted as presented.  
**Carried.**

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- 44-19  
SUBDIVISION  
APPLICATION FILE  
NO. 03-2019** Councillor Bentley moved the County of Minburn Subdivision Authority approve Subdivision Application File No. 03-2019 for SE 10-54-15-W4M as per the recommended terms and conditions.  
**Carried.**
- NEW BUSINESS**
- 45-19  
COMMITTEE OF THE  
WHOLE MEETING –  
CHANGE OF DATE** Councillor Anderson moved the Committee of the Whole meeting scheduled for May 17, 2019 be rescheduled to May 21, 2019 at 9:00 a.m.  
**Carried.**
- 46-19  
PROCUREMENT/  
PURCHASING  
POLICY AD 9** The CAO presented an RFD dated March 14, 2019 to approve the replacement of Administration Procurement/Purchasing Policy AD 9 to secure and standardize the purchasing procedure for goods and services for the County of Minburn through a fair, transparent, efficient and economical process as deemed to be in the best interests of the County.
- Councillor Wowdzia moved the County of Minburn approve Administration Procurement/Purchasing Policy AD 9 as presented, effective April 15, 2019.  
**Carried.**
- 47-19  
BYLAW NO. 1280-19  
– CODE OF  
CONDUCT BYLAW** Bylaw No. 1280-19 of the County of Minburn No. 27, Vegreville, in the Province of Alberta was presented to establish a Code of Conduct for members of Council.
- Councillor Wagner moved Bylaw No. 1280-19 be given first reading.  
**Carried.**
- Councillor Anderson moved Bylaw No. 1280-19 be given second reading.  
**Carried.**
- Councillor Bentley moved Council unanimously and in full agreement consider to give Bylaw No. 1280-19 third reading at this meeting.  
**Carried.**
- Councillor Wowdzia moved Bylaw No. 1280-19 be given third reading.  
**Carried.**
- 48-19  
MASTER RATES  
BYLAW NO. 1281-19** Bylaw No. 1281-19 of the County of Minburn No. 27, Vegreville, in the Province of Alberta was presented to establish fees, rates and charges for various services, goods, licenses and permits.
- Councillor Kuzio moved Bylaw No. 1281-19 be given first reading.  
**Carried.**
- Deputy Reeve Ogradnick moved Bylaw No. 1281-19 be given second reading.  
**Carried.**
- Councillor Anderson moved Council unanimously and in full agreement consider to give Bylaw No. 1281-19 third reading at this meeting.  
**Carried.**
- Councillor Bentley moved Bylaw No. 1281-19 be given third reading.  
**Carried.**
- 49-19  
AMEND POLICIES  
PW 38, PW 41, PDS 2,  
PDS 3** The CAO presented an RFD dated April 2, 2019 prepared by Administration to amend Policies PW 38, PW 41, PDS 2 and PDS 3 by removing the fees, rates and charges for various services and goods listed on these policies as they have been incorporated into the County’s Master Rates Bylaw.

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- 49-19**  
**AMEND POLICIES**  
**PW 38, PW 41, PDS 2,**  
**PDS 3 CONT'D** Councillor Bentley moved the County of Minburn amend the following policies, effective April 15, 2019:
- PW 38 – Closure of Regular Road Allowance Plan;
  - PW 41 – Geophysical Companies Conducting Exploration Programs;
  - PDS 2- Pipeline and Utility Lines Crossing County Road Allowances
  - PDS 3 – Energy Resource and Utility Approaches to County Roads.
- Carried.**
- 50-19**  
**RESCIND POLICIES**  
**AD 6, AD 14, EHS 5,**  
**PDS 4, PDS 5** The CAO presented an RFD dated April 2, 2019 prepared by Administration to rescind Policies AD 6, AD 14, EHS 5, PDS 4 and PDS 5 as the fees, rates and charges for various services and goods listed on these policies have been incorporated into the County’s Master Rates Bylaw.
- Councillor Wowdzia moved the County of Minburn rescind the following policies, effective April 15, 2019:
- AD 6 – County Map Charges;
  - AD 14 – Public Access to General Information and Administration Fees;
  - EHS 5 – Sale of Lavoy Cemetery Plots;
  - PDS 4 – Application to Amend the Land Use Bylaw and/or a Statutory Plan;
  - PDS 5 – Subdivision and Development Appeal Board Application Fee.
- Carried.**
- 51-19**  
**BYLAW NO. 1282-19**  
**– REPEAL AND**  
**REPLACE UTILITIES**  
**BYLAW NO. 1262-17** The CAO presented an RFD dated April 2, 2019 prepared by Administration to approve first, second and third readings to Utilities Bylaw No. 1282-19 which repeals and replaces Bylaw No. 1262-17 to provide for the removal of the Fees, Rates and Charges Schedules which are now included in the County’s Master Rates Bylaw.
- Bylaw No. 1282-19 of the County of Minburn No. 27, Vegreville, in the Province of Alberta was presented to repeal and replace Bylaw No. 1262-17 that provides for waterworks, sanitary sewer and garbage systems and the supply of potable water in the Hamlet of Lavoy and potable water to rural residential users.
- Councillor Kuzio moved Bylaw No. 1282-19 be given first reading.  
**Carried.**
- Councillor Anderson moved Bylaw No. 1282-19 be given second reading.  
**Carried.**
- Councillor Wagner moved Council unanimously and in full agreement consider to give Bylaw No. 1282-19 third reading at this meeting.  
**Carried.**
- Councillor Bentley moved Bylaw No. 1282-19 be given third reading.  
**Carried.**
- 52-19**  
**BYLAW NO. 1284-19**  
**TO RESCIND**  
**SUBDIVISION FEE**  
**BYLAW 1193-08** Bylaw No. 1284-19 of the County of Minburn No. 27, Vegreville, in the Province of Alberta was presented to rescind Bylaw No. 1193-08 that establishes fees for subdivision processes.
- Councillor Wowdzia moved Bylaw No. 1284-19 be given first reading.  
**Carried.**
- Deputy Reeve Ogradnick moved Bylaw No. 1284-19 be given second reading.  
**Carried.**

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- 52-19** Councillor Anderson moved Council unanimously and in full agreement consider to give Bylaw No. 1284-19 third reading at this meeting.  
**BYLAW NO. 1284-19**  
**TO RESCIND**  
**SUBDIVISION FEE**  
**BYLAW 1193-08**  
**CONT'D**  
**Carried.**
- Councillor Bentley moved Bylaw No. 1284-19 be given third reading.  
**Carried.**
- 53-19** Bylaw No. 1285-19 of the County of Minburn No. 27, Vegreville, in the Province of Alberta was presented for the purpose of dividing assessment Class 2 – Non-Residential into Sub-Classes.  
**NON-RESIDENTIAL**  
**SUB-CLASS BYLAW**  
**NO. 1285-19**
- Councillor Anderson moved Bylaw No. 1285-19 be given first reading.  
**Carried.**
- Councillor Bentley moved Bylaw No. 1285-19 be given second reading.  
**Carried.**
- Councillor Wagner moved Council unanimously and in full agreement consider to give Bylaw No. 1285-19 third reading at this meeting.  
**Carried.**
- Councillor Kuzio moved Bylaw No. 1285-19 be given third reading.  
**Carried.**
- 54-19** Councillor Bentley moved the County of Minburn withdraw the following Municipal Sustainability Initiative (MSI) capital projects:  
**WITHDRAW MSI**  
**CAPITAL PROJECTS**  
 - Ranfurly Solid Waste Management Strategy (CAP-3474)  
 - Road Rehabilitation Program 2011(CAP-3471).  
**Carried.**
- 55-19** Deputy Reeve Ogradnick moved the County of Minburn approve the 2019 Municipal Sustainability Initiative (MSI) Operating Funding Program application as amended dated March 26, 2019, subject to Provincial government approval.  
**2019 MSI**  
**OPERATING**  
**APPLICATION**  
**Carried.**
- BABYN** Director of Finance and Administration Susan Babyn joined the meeting. Time 11:00 a.m.
- 56-19** Councillor Wagner moved the final 2019 municipal budget revenue estimated in the amount of \$22,672,303 and 2019 municipal budget expenditure estimated in the amount of \$22,672,303 be approved as per Sections 242 and 245 of the *Municipal Government Act*.  
**2019 BUDGET**  
**Carried.**
- BUDGET REPORT** Susan Babyn presented the Budget report with revenue and expenditures for the period January 1 to March 31, 2019.
- Councillor Wowdzia moved the Budget report with revenue and expenditures for the period January 1 to March 31, 2019 be accepted as presented.  
**Carried.**
- DIRECTOR OF** Darwin Ullery presented the Director of Agriculture and Utility Services monthly report for March 2019. Time 11:15 a.m.  
**AGRICULTURE AND**  
**UTILITY SERVICES**  
 - Hosting of Clubroot Management Workshop, Vegreville Social Centre, April 4, 2019;  
 - Request for Proposals (RFPs) for 2019 Roadside Mowing Contract;  
 - Proposed Hamlet of Lavoy Water Infrastructure Program;  
 - RFD to amend Beaver Control Policy ASB 1;  
 - RFD to rescind Soil Conservation Shelterbelt Program Policy ASB 7;  
 - RFD to amend Control of Clubroot Disease Policy ASB 12.

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- DIRECTOR OF AGRICULTURE AND UTILITY SERVICES CONT'D** Councillor Anderson moved the Director of Agriculture and Utility report be accepted as presented.  
**Carried.**
- 57-19 LAVOY WATER INFRASTRUCTURE PROGRAM** Councillor Anderson moved the County of Minburn proceed with the Lavoy Water Infrastructure Program for an approximate cost of \$250,000.00; and Further, the project will be funded through the Municipal Sustainability Initiative (MSI) Capital Program and any remaining from unallocated Hamlet funds.  
**Carried.**
- 58-19 AMEND POLICY BEAVER CONTROL ASB 1** Councillor Bentley moved the County of Minburn amend Agricultural Services Policy ASB 1 – Beaver Control by removing the hourly fee of \$40.00 per hour charged to offset the cost of removing and blasting dams, effective April 15, 2019.  
**Carried.**
- 59-19 RESCIND SHELTERBELT POLICY ASB 7** Councillor Wowdzia moved the County of Minburn rescind Agricultural Services Policy ASB 7 – Soil Conversation Shelterbelt Program Policy, effective April 15, 2019.  
**Carried.**
- 60-19 AMEND CONTROL OF CLUBROOT DISEASE POLICY ASB 12** Deputy Reeve Ogradnick moved the County of Minburn amend Agricultural Services Policy ASB 12 – Control of Clubroot Disease by removing “a one in four year rotation and the use of a clubroot resistant variety in the fourth year” and replacing with “a one in three year rotation with the use of a resistant variety in the third year”, effective April 15, 2019.  
**Carried.**
- 61-19 CLOSED SESSION – CONTRACT ISSUES** Councillor Wowdzia moved that Council close the meeting to the public to discuss third party contract issues as per Section 16(1) (ii) of the *Freedom of Information and Privacy (FOIP) Act*. Time 11:30 a.m.  
**Carried.**
- WILLIAMS/ULLERY** Brent Williams and Darwin Ullery left the meeting. Time 11:30 a.m.
- REVERT TO REGULAR MEETING** Councillor Anderson moved that Council revert to the regular meeting. Time 11:55 a.m.
- WILLIAMS** Brent Williams returned to the meeting. Time 11:55 a.m.
- RECESS** Councillor Wagner moved the meeting recess for lunch and reconvene at 1:00 p.m. Time 11:55 a.m.  
**Carried.**
- RECONVENE** The meeting reconvened with all present as previously recorded with the exception of Susan Babyn. Time 12:40 p.m.
- 62-19 TOP GRADE NEGOTIATIONS** Deputy Reeve Ogradnick moved the County of Minburn authorize Reynolds Mirth Richards & Farmer (RMRF) LLP to proceed with negotiations for a settlement arrangement with Top Grade Construction not to exceed \$200,000.00.  
**Carried.**
- REPORTS** Reports were presented by Councillors representing various Boards/Committees/Divisions.
- Division No. 1
- Update on projects, roads, etc.
    - Road build-up may be required on Township Road 493 east of Highway 881 due to water issues;
  - Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:

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**REPORTS CONT'D**

- Rural Municipalities of Alberta (RMA) 2019 Spring Convention, Edmonton Convention Centre, March 18, 19 and 20, 2019;
- Special Council meeting, March 21, 2019;
- Vegreville Regional Recreation and Culture Master Plan meeting, Town of Mundare, April 1, 2019;
- Committee of the Whole meeting, April 12, 2019;
- County of Minburn Open House, Council Chambers, April 12, 2019;
- Proposed East Regional Waster Transfer Station Customer Appreciation Day.

Division No. 2

- Update on projects, roads, etc.
- Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
  - RMA 2019 Spring Convention, Edmonton Convention Centre, March 18, 19 and 20, 2019;
  - Special Council meeting, March 21, 2019;
  - Vegreville Regional Recreation and Culture Master Plan meeting, Town of Mundare, April 1, 2019;
  - Clubroot Management Workshop, Vegreville Social Centre, April 4, 2019;
  - Committee of the Whole meeting, April 12, 2019;
  - County of Minburn Open House, Council Chambers, April 12, 2019.

**GAVEL** Deputy Reeve Ogradnick assumed the gavel.

**REPORTS CONT'D**

Division No. 3

- Update on projects, roads, etc.
  - Received calls from ratepayers regarding culvert concerns and removal of an approach;
- Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
  - RMA 2019 Spring Convention, Edmonton Convention Centre, March 18, 19 and 20, 2019;
  - Special Council meeting, March 21, 2019;
  - Road tour with CAO, March 29, 2019;
  - Vegreville Regional Recreation and Culture Master Plan meeting, Town of Mundare, April 1, 2019;
  - Mannville-Innisfree Family and Community Support Services (FCSS) meeting, Village of Mannville, April 9, 2019;
  - Committee of the Whole meeting, April 12, 2019;
  - County of Minburn Open House, Council Chambers, April 12, 2019.

**GAVEL** Reeve Konieczny assumed the gavel.

**REPORTS CONT'D**

Division No. 4

- Update on projects, roads, etc.
  - Calls received from ratepayers regarding plugged culverts and road washouts referred to Superintendent of Public Works;
  - Posting of Transportation Association of Canada (TAC) Permit information on County of Minburn website;
  - Request to Alberta Transportation to install truck turning signs at the intersection of Highway 631 and Range Road 143;
- Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
  - RMA 2019 Spring Convention, Edmonton Convention Centre, March 18, 19 and 20, 2019;
  - Special Council meeting, March 21, 2019;
  - Alberta Central East (ACE) Water Corporation meeting, March 21, 2019;
  - Clubroot Management Workshop, Vegreville Social Centre, April 4, 2019;
  - Committee of the Whole meeting, April 12, 2019;
  - County of Minburn Open House, Council Chambers, April 12, 2019.

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**REPORTS CONT'D****Division No. 5**

- Update on projects, roads, etc.
  - Received complaint regarding unsightly property in the Hamlet of Lavoy;
  - Received calls regarding water leak in the Hamlet of Lavoy;
- Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
  - RMA 2019 Spring Convention, Edmonton Convention Centre, March 18, 19 and 20, 2019;
  - Minburn Foundation meeting, Vegreville Homestead Lodge, March 21, 2019;
  - Special Council meeting, March 21, 2019;
  - Vegreville Regional Recreation and Culture Master Plan meeting, Town of Mundare, April 1, 2019;
  - Agri-Business Appreciation Breakfast, Vegreville Sunshine Club, April 6, 2019;
  - Visited Ranfurly Transfer Station, April 6, 2019;
  - Mistress of Ceremonies at the Vegreville Volunteer Appreciation Event, Vegreville Social Centre, April 10, 2019;
  - Agricultural Supporters Mental Health Presentation, Vegreville Sunshine Club, April 11, 2019;
  - Minburn Foundation meeting, Vegreville Homestead Lodge, April 11, 2019;
  - Committee of the Whole meeting, April 12, 2019;
  - County of Minburn Open House, Council Chambers, April 12, 2019;

**Division No. 6**

- Update on projects, roads, etc.
- Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
  - RMA 2019 Spring Convention, Edmonton Convention Centre, March 18, 19 and 20, 2019;
  - Special Council meeting, March 21, 2019;
  - Vegreville and District Chamber of Commerce hosted political forum at Vegreville Social Centre, April 3, 2019;
  - Vegreville and District Chamber of Commerce meeting, April 4, 2019;
  - Clubroot Management Workshop, Vegreville Social Centre, April 4, 2019;
  - Agri-Business Appreciation Breakfast, Vegreville Sunshine Club, April 6, 2019;
  - Vegreville Tourism Advisory Board meeting, April 8, 2019;
  - Assisted with serving dinner at the Vegreville Volunteer Appreciation Event, Vegreville Social Centre, April 10, 2019;
  - Minburn Foundation meeting, Vegreville Homestead Lodge, April 11, 2019;
  - Agricultural Supporters Mental Health Presentation, Vegreville Sunshine Club, April 11, 2019;
  - Committee of the Whole meeting, April 12, 2019;
  - County of Minburn Open House, Council Chambers, April 12, 2019.

**Division No. 7**

- Update on projects, roads, etc.
  - Remove "School Bus" signs on Township Road 534 and Range Road 153;
- Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
  - RMA 2019 Spring Convention, Edmonton Convention Centre, March 18, 19 and 20, 2019;
  - Special Council meeting, March 21, 2019;
  - Vegreville Economic Development Board meeting, March 21, 2019;
  - Meeting with ratepayers regarding water concerns on Range Road 151, March 31, 2019;
  - Meeting with Superintendent of Public Works to check drainage, April 1, 2019;

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- REPORTS CONT'D**
- Meeting with ratepayer at Brookwood Estates subdivision to survey water drainage, April 1, 2019;
  - Vegreville Regional Recreation and Culture Master Plan meeting, Town of Mundare, April 1, 2019;
  - Meeting with ratepayer regarding drainage concerns on Range Road 153 south of Township Road 540, April 2, 2019;
  - Meeting with ratepayer regarding water concerns on Highway 857 north of Township Road 534, April 2, 2019;
  - Clubroot Management Workshop, Vegreville Social Centre, April 4, 2019;
  - Meeting with ratepayer regarding water drainage on Township Road 532 east of Highway 857;
  - Vermilion River Watershed Alliance meeting, Town of Viking, April 5, 2019;
  - Agri-Business Appreciation Breakfast, Vegreville Sunshine Club, April 6, 2019;
  - Meeting with ratepayer to survey water drainage on Range Road 151 between Township Road 532 and 534, April 8, 2019;
  - Vegreville Economic Development Board meeting, April 9, 2019;
  - Assisted with serving of dinner at the Vegreville Volunteer Appreciation Event, Vegreville Social Centre, April 10, 2019;
  - Committee of the Whole meeting, April 12, 2019;
  - County of Minburn Open House, Council Chambers, April 12, 2019.

Councillor Wowdzia moved the reports be accepted as presented.  
**Carried.**

**63-19 REMOVE SCHOOL BUS SIGNS** Councillor Bentley moved the County of Minburn remove the "School Bus" signs on Township Road 534 and Range Road 153.  
**Carried.**

**GAVEL** Deputy Reeve Ogrodnick assumed the gavel.

- REEVE'S REPORT** Reeve Konieczny reported and commented on the following:
- March 18, 2019 – Mayors'/Reeves' meeting, RMA 2019 Spring Convention, Edmonton Convention Centre;
  - March 25, 2019 – Signed proclamation at the Town of Vegreville declaring April 7 to 13, 2019 as National Volunteer Week;
  - April 11, 2019 – Agricultural Supporters Mental Health Presentation, Vegreville Sunshine Club;
  - April 11, 2019 – Meeting with two ratepayers and CAO at County Administration office;
  - April 15, 2019 – Meeting with Town of Vegreville Mayor regarding the Solid Waste Fees Agreement between the Town and the County.

Councillor Anderson moved the Reeve's report be accepted as presented.  
**Carried.**

**GAVEL** Reeve Konieczny assumed the gavel.

**64-19 TOWN OF VEGREVILLE LANDFILL AND RECYCLING AGREEMENT** Deputy Reeve Ogrodnick moved that a five-year Landfill and Recycling Agreement be proposed to the Town of Vegreville that would see the County of Minburn pay the Town \$60,000.00 in 2020 for both landfill and recycling fees, all inclusive, with an annual inflation adjustment of 1.50 percent in each of the four following years.  
**Carried.**

- DIRECTOR OF PROTECTIVE SERVICES** Mike Fundytus presented the Director of Protective Services monthly report for March 2019. Time 1:45 to 2:00 p.m.
- RMA Risk Pro Insurance Seminar, April 11 and 12, 2019;
  - Incident Command System (ICS) 200 Training, April 3 and 4, 2019;
  - Proposed tender for replacement of BF 79688.

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**DIRECTOR OF PROTECTIVE SERVICES CONT'D** Councillor Kuzio moved the Director of Protective Services report be approved as presented.  
**Carried.**

**65-19 BF 79688 – TENDER FOR REPLACEMENT** Councillor Wagner moved that WSP Canada Inc. prepare a tender package for the replacement of Bridge File (BF) No. 79688 located in SSE 13-50-10-W54 on Range Road 100 north of Township Road 502.  
**Carried.**

**CAO REPORT** Brent Williams presented the CAO's monthly report.

Meetings Attended

- Directors'/Staff meeting
- RMA 2019 Spring Convention
- Meeting with Village of Innisfree CAO
- AUMA Leaders' Caucus, March 27, 2019
- Orientation for Councillor Bentley
- Division 3 tour
- Meetings with ratepayers regarding various issues
- Vegreville Regional Recreation and Culture Master Plan
- Local Government Administration Association (LGAA) Conference
- Shineatek IT Services
- MuniSight
- Director of Agriculture and Utility Services and BAR Engineering in the Hamlet of Lavoy
- Town of Vegreville Mayor and Manager regarding waste management and Intermunicipal Development Plan (IDP)

Upcoming Meetings

- Directors'/Staff meeting
- ACE Water Corporation
- Alberta Municipal Services Corporation (AMSC) Benefits Presentation
- Town of Vegreville Manager

Other Items

- New employees
- Summary of divisional tours
- Social media review
- Complaint form process
- Public Works Policy PW 34 – Private Approaches to County Roads
- Appointment of CAO as Designated Officer of the Subdivision and Development Appeal Board (SDAB)

Councillor Anderson moved the CAO's report be accepted as presented.  
**Carried.**

**66-19 APPOINTMENT OF DESIGNATED OFFICER TO SDAB** Councillor Anderson moved the County of Minburn appoint Chief Administrative Officer Brent Williams as Designated Officer of the Subdivision and Development Appeal Board (SDAB).  
**Carried.**

**CORRESPONDENCE** The following items of correspondence were reviewed by Council:

- County of Vermilion River – April 1, 2019 letter advising they will not be renewing the Agriculture Service Board Grant Memorandum of Understanding (MOU) with the County of Minburn after it expires in December 2019;
- M.D. of Bonnyville – April 3, 2019 letter requesting feedback and possible commitment from municipalities in their region to send them their baler twine and agricultural plastics should their agricultural plastics recycling facility become feasible;
- Vermilion River Watershed Alliance – March 8, 2019 letter requesting the County of Minburn consider their suggested inclusions into their IDPs which supports the goals and objectives of the Vermilion River Watershed Alliance and promotes environmental stewardship;

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- CORRESPONDENCE CONT'D** - Vegreville United Church – March 26, 2019 letter requesting financial support to repair and maintain the community memorial window that is in the sanctuary of the Vegreville United Church.
- ACCOUNTS PAYABLE** Councillor Bentley moved the Accounts Payable listing be approved.  
**Carried.**
- ADJOURNMENT** Councillor Anderson moved the meeting adjourn. Time 2:30 p.m.  
**Carried.**

\_\_\_\_\_  
Reeve

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

\_\_\_\_\_  
Recording Secretary