

COUNTY OF MINBURN NO. 27

COUNTY COUNCIL

- MARCH 14, 2019** Minutes of the County Council meeting held on March 14, 2019 at the County of Minburn No. 27 office, Vegreville, Alberta.
- PRESENT** Present at the meeting were:
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|-------------------------------|------------------|
| Reeve: | Roger Konieczny |
| Deputy Reeve: | Carl Ogrodnick |
| 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 Kuzio moved the Agenda for the March 14, 2019 regular County Council meeting be adopted as presented.
Carried.
- COUNTY COUNCIL MEETING MINUTES** Councillor Wagner moved the minutes of the February 19 and 20, 2019 regular County Council meeting be adopted as presented.
Carried.
- LETTER TO ALBERTA TRANSPORTATION – HIGHWAY 16 FREEWAY AGREEMENT** The CAO reported that a letter has been submitted to the Alberta Transportation and Infrastructure Minister regarding Council’s concerns on Alberta Transportation’s Freeway Planning Agreement for future Highway 16 development.
- SUPERINTENDENT OF PUBLIC WORKS** Superintendent of Public Works Graham Shell presented the Public Works and Transportation monthly report for February 2019. Time 10:05 to 11:20 a.m.
- Equipment maintenance and operations update;
 - Sale of Unit No. 321, 2012 Volvo Motorgrader;
 - Conducting traffic counts on County road network in summer of 2019;
 - Request for Decision (RFD) for 2019 Oil and Calcium Dust Control Program;
 - RFP for Dust Control with Calcium and Oil Policy;
 - RFP for Backsloping Assistance Policy.
- Councillor Wagner moved the Superintendent of Public Works and Transportation report be accepted as presented.
Carried.
- 29-19 2019 OILING AND CALCIUM PROGRAM** Councillor Bentley moved the County of Minburn approve the 2019 Dust Control with Oil and Calcium Program dated March 14, 2019 as presented, subject to changes as required.
Carried.
- 30-19 DUST CONTROL WITH CALCIUM AND OIL IN FRONT OF YARD SITES – POLICY PW 44** Councillor Anderson moved the County of Minburn rescind Public Works Dust Control Policies PW 10 Dust Control with Oil and PW 12 Dust Control with Calcium, and Further, approve Dust Control with Calcium and Oil in Front of Yard Sites Policy PW 44 as presented, effective March 14, 2019.
Carried.
- 31-19 BACKSLOPING ASSISTANCE POLICY PW 39** Deputy Reeve Ogrodnick moved the County of Minburn approve Backsloping Assistance Policy PW 39 to establish guidelines to provide County of Minburn landowners the opportunity to assist with enhancing County right-of-ways by removal of brush, weeds, rocks and debris from maintained road allowances.
Carried.

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- RECESS** Councillor Kuzio moved the meeting recess for lunch and reconvene at 1:00 p.m. Time 11:20 a.m.
Carried.
- RECONVENE** The meeting reconvened with all present as previously recorded. Time 1:00 p.m.
- PLANNING AND DEVELOPMENT SERVICES** Davin Gegolick presented the Planning and Development Officer's monthly report for February 2019. Time 1:00 to 1:40 p.m.
- Development permit applications, subdivision inquiries and approvals;
 - Safety Codes Council annual audit;
 - GrainConnect Canada development agreement;
 - Continuing work on transitions of new Geographical Information System (GIS) and Automatic Vehicle Location (AVL);
 - Proposed Development Fee and Subdivision Application Fee Schedules;
 - Subdivision Application File No. 01-2019 for SW 7-20-11-W4M.
- Councillor Bentley moved the Planning and Development Services report be accepted as presented.
Carried.
- 32-19 DEVELOPMENT FEE SCHEDULE** Councillor Bentley moved the County of Minburn approve the Development Fee Schedule as presented, dated March 8, 2018.
Carried.
- 33-19 SUBDIVISION APPLICATION FEE SCHEDULE** Councillor Anderson moved the County of Minburn approve the Subdivision Fee Schedule as presented, dated March 8, 2019.
Carried.
- 34-19 SUBDIVISION APPLICATION FILE NO. 01-2019** Councillor Anderson moved the County of Minburn approve Subdivision Application File No. 01-2019 for SW 27-50-11-W4M as per the recommended terms and conditions.
Carried.
- DIRECTOR OF PROTECTIVE SERVICES** Mike Fundytus presented the Director of Protective Services monthly report for February 2019. Time 1:40 to 2:10 p.m.
- Fire incidents, medical assists and motor vehicle collision responses;
 - Incident Command System (ICS-200) Training, April 3 and 4, 2019;
 - Grant funding approved by Alberta Municipal Affairs under the Disaster Recovery Program to assist with the repair of Bridge File (BF) 13740;
 - Completion of three-year plan for County of Minburn bridge work by WSP Engineering;
 - 2019 Strategic Transportation Infrastructure Program (STIP) funding approved by Alberta Transportation for BF 526 culvert replacement project;
 - RFD to approve Fire Billing Policy PS 7.
- Councillor Kuzio moved the Director of Protective Services report be accepted as presented.
Carried.
- 35-19 PROCEED WITH BF 526 WORK – STIP** Councillor Wagner moved the County of Minburn proceed with Bridge File (BF) 526 culvert replacement work located in SW 27-50-8-W4M approved for grant funding under the 2019 Strategic Transportation Infrastructure Program (STIP).
Carried.
- 36-19 FIRE BILLING POLICY PS 7** Councillor Wowdzia moved the County of Minburn approve Recovery of Expenses for Fire Billing PS7 to establish set fees to recover expenses incurred by protective services when responding to emergencies effective March 14, 2019.
Carried.

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- DIRECTOR OF AGRICULTURE AND UTILITY SERVICES** The CAO presented the Director of Agriculture and Utility Services report for February 2019.
- Request for Council to consider the upcoming amendments of Agricultural Services Board (ASB) polices ASB 1 – Beaver Control, ASB 7 – Soil Conservation Shelterbelt Program and ASB 12 – Control of Clubroot Disease.
- Councillor Wowdzia moved the Director of Agriculture and Utility Services report be accepted as presented.
Carried.
- BUDGET REPORT** Director of Finance and Administration Susan Babyn presented the Budget report with revenue and expenditures for the period January 1 to February 28, 2019. Time 2:20 to 2:30 p.m.
- Councillor Wagner moved the Budget report with revenue and expenditures for the period January 1 to February 28, 2019 be accepted as presented.
Carried.
- 37-19 WITHDRAW MSI CAPITAL APPLICATION – MANNVILLE LANDFILL RECLAMMATION** Councillor Anderson moved the County of Minburn withdraw the Municipal Sustainability Initiative (MSI) Mannville Landfill Reclamation Project, CAP-5415.
Carried.
- REPORTS** Reports were presented by Councillors representing various Boards/Committees/Divisions.
- Division 1
- Update on projects, roads, etc.
 - Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
 - Council Committee meeting, Council Chambers, February 20, 2019;
 - Northeast Alberta Information HUB Ltd. (Alberta HUB) meeting, Town of St. Paul, February 25, 2019;
 - Meeting with Superintendent of Public Works regarding future road work in Division 1, March 6, 2019;
 - Viterra Grand Opening Celebration, Vegreville Social Centre, March 14, 2019.
- Division 2
- Update on projects, roads, etc.
 - Ratepayer concerns regarding pushing of snow by motorgrader operators onto fence;
 - Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
 - Rural Municipalities of Alberta (RMA) Resolutions Committee and presentation of emergent resolution at the 2019 RMA Spring Convention;
 - Council Committee meeting, Council Chambers, February 20, 2019;
 - Viterra Grand Opening Celebration, Vegreville Social Centre, March 14, 2019.
- GAVEL** Deputy Reeve Ogrodnick assumed the gavel.
- REPORTS CONT'D** Division 3
- Update on projects, roads, etc.
 - Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
 - Council Committee meeting, Council Chambers, February 20, 2019;

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- REPORTS CONT'D**
- Received call from ratepayer regarding culvert concerns and potential flooding of yard, March 10, 2019;
 - Meeting with ratepayer to assess culvert and flooding concerns, March 12, 2019.
- GAVEL** Reeve Konieczny assumed the gavel.
- REPORTS CONT'D**
- Division 4
- Update on projects, roads, etc.
 - "No Exit" sign required on Range Road 141 south of Highway 16;
 - Roadside brushing concerns on Range Road 141 north of Highway 16;
 - Received many positive comments regarding snow clearing;
 - Filling of sand bins at County of Minburn bulk water stations;
 - Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
 - Council Committee meeting, Council Chambers, February 20, 2019;
 - Vegreville Seed Cleaning Plant meeting, February 28, 2019;
 - Received call from Road Construction Foreman regarding contact information for road construction agreement;
 - Viterra Grand Opening Celebration, Vegreville Social Centre, March 14, 2019.
- Division 5
- Update on projects, roads, etc.
 - Policy ASB 12 – Control of Clubroot Disease;
 - Parking of overweight vehicles in the Hamlet of Lavoy;
 - Placement of waste disposal bins near intersection of Highway 16 and Highway 36 by Alberta Transportation;
 - Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
 - Council Committee meeting, Council Chambers, February 20, 2019;
 - Minburn Foundation meeting, Vegreville Homestead Lodge, February 21, 2019;
 - Vegreville Region Physician and Health Professionals Attraction and Retention (VRPHPAR) Committee meeting, February 21, 2019;
 - ATCO Electric meeting, Vegreville Pomeroy Inn, February 22, 2019;
 - Northern Lights Library System (NLLS) meeting, Town of Elk Point, March 2, 2019;
 - High School Medical Careers Day planning meeting, March 7, 2019;
 - Meeting with Reeve Konieczny and Vegreville and District Family and Community Support Services (FCSS) regarding Vegreville Cares Coalition, March 14, 2019;
 - Viterra Grand Opening Celebration, Vegreville Social Centre, March 14, 2019.
- Division 6
- Update on projects, roads, etc.
 - Received many positive comments regarding snow clearing;
 - Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
 - Council Committee meeting, Council Chambers, February 20, 2019;
 - Vegreville Library Board meeting, February 20, 2019;
 - Minburn Foundation meeting, Vegreville Homestead Lodge, February 21, 2019;
 - Vegreville and District Chamber of Commerce meeting, Vegreville Pomeroy Inn, February 21, 2019;
 - Vegreville Regional Recreation and Culture Master Plan meeting, Town of Vegreville Administration office, March 4, 2019;
 - Vegreville and District Chamber of Commerce meeting, March 7, 2019;
 - Divisional Road Tour with CAO, March 12, 2019;

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REPORTS CONT'D - Viterra Grand Opening Celebration, Vegreville Social Centre, March 14, 2019.

Division 7

- Update on projects, roads, etc.
- Reported on meetings, workshops, etc., attended and monthly activities and operations of the following Boards/Committees:
 - Council Committee meeting, Council Chambers, February 20, 2019;
 - Vegreville Economic Development Committee meeting, February 20, 2019;
 - Vegreville Seed Cleaning Plant meeting, February 28, 2019;
 - Cannabis Workshop, Vegreville Pomeroy Inn, March 4, 2019;
 - Vegreville Economic Development Committee meeting, March 7, 2019;
 - Viterra Grand Opening Celebration, Vegreville Social Centre, March 14, 2019.

Councillor Wagner moved the reports be accepted as presented.

Carried.

GAVEL Deputy Reeve Ogrodnick assumed the gavel.

REEVE'S REPORT Reeve Konieczny reported and commented on the following:

- February 22, 2019 – Discussions with County of Vermilion Reeve regarding Alberta Transportation's Freeway Planning Agreement;
- February 28, 2019 – Received e-mail from GrainsConnect Canada regarding development agreement concerns;
- March 3, 2019 – Received call from ratepayer regarding ATCO transmission line construction and biohazard concerns;
- March 4, 2019 – Attended Vegreville Regional Recreation and Culture Master Plan meeting, Town of Vegreville Administration office;
- March 10, 2019 – Discussions with Lamont County Reeve regarding Alberta Transportation's Freeway Planning Agreement;
- March 11, 2019 – Meeting with Vegreville and District FCSS regarding Vegreville Cares Coalition;
- March 14, 2019 – Presented greetings and framed plaque on behalf of the County of Minburn at the grand opening celebration of Viterra, Vegreville Social Centre;
- Received invitation from the Vegreville Cares Coalition to attend their Agricultural Mental Health Presentation at the Vegreville Sunshine Club on April 11, 2019.

Councillor Bentley moved the Reeve's report be accepted as presented.

Carried.

GAVEL Reeve Konieczny assumed the gavel.

NEW BUSINESS

38-19 RENEW LAND LEASE – PLAN 2957 ET, BLOCK 2, LOTS P AND R The CAO presented a Request for Decision (RFD) dated March 14, 2019 from Administration to renew the land lease for Plan 2957 ET, Block 2 Lots P and R.

Councillor Bentley moved the County of Minburn renew the land lease for Block 2, Plan 2957 ET, Lots P and R, to George Dagel for a three-year term commencing April 1, 2019 at a cost of \$10.00 per lot per year for a total cost of \$20.00 plus G.S.T. payable April 1 of each year as per County terms and conditions.

Carried.

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**39-19
VEGREVILLE
TOURISM ADVISORY
BOARD**

The CAO presented a RFD dated February 25, 2019 recommending that Council consider the request received from the Town of Vegreville to appoint a County Council representative to the Vegreville Tourism Advisory Board.

Councillor Wowdzia moved the County of Minburn appoint Deputy Reeve Ogrodnick as a Council representative to the Vegreville Tourism Advisory Board for a one year term.

Carried.

CAO REPORT

Brent Williams presented the CAO report for March 2019.

1. Meetings Attended

- a. Staff meeting
- b. Lunch meeting with Town of Vegreville Manager Cliff Craig
- c. RMA with Duane Gladden Director of Business Services
- d. Municipal Executive Course through the University of Alberta
- e. Vegreville Regional Recreation and Culture Master Plan
- f. Lunch meeting with Village of Mannville CAO Jody Quickstad
- g. Alberta Urban Municipalities Association (AUMA) with Senior Director Maureen O'Neil and Director Andrew Riley
- h. Vegreville and District Child Development Coalition (VDCDC)
- i. Planning Consultants Vicki Dodge of Red Willow Planning and Greg Hofmann of G.T. Hofmann & Associates
- j. Division 6 Tour
- k. Interviews for Municipal Clerk and Mechanics' position

2. Upcoming Meetings

- a. RMA 2019 Spring Convention, March 18, 19 and 20, 2019
- b. Directors' meeting
- c. Staff meeting
- d. AUMA Leaders' Caucus, March 27 and 28, 2019
- e. RMA RiskPro 2019 Workshop, April 11 and 12, 2019
- f. Agricultural Mental Health Presentation, Vegreville Sunshine Club
- g. Summer Temporary Employment Program (STEP) and Canada Summer Jobs (CSJ) positions

3. GrainsConnect Canada

- a. Communications with GrainsConnect Canada and development agreement deadline
- b. Recommendation from County solicitor Allan Farmer of Reynolds Mirth Richards and Farmer, LLP

4. Gravel Inventory

- a. 806,000 tonnes currently on hand
- b. 5.50 years of road construction and gravel included in current gravel inventory

5. Town of Vegreville Waste Direction

6. Alberta Utilities Commission (AUC) Login

- a. Not our jurisdiction

7. Bylaw Officer Opportunity

- a. Conversations with Town of Vegreville Mayor Tim MacPhee and County of Two Hills CAO Sally Dary

Councillor Kuzio moved the CAO's report be accepted as presented.

Carried.

OGRODNICK

Deputy Reeve Ogrodnick left the meeting. Time 4:24 p.m.

**ACCOUNTS
PAYABLE**

Councillor Wagner moved the Accounts Payable listing be approved.
Carried.

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OGRODNICK Deputy Reeve Ogrodnick returned to the meeting. Time 4:25 p.m.

CORRESPONDENCE The following items of correspondence were reviewed by Council:

- Alberta Municipal Affairs – February 19, 2019 letter containing an amending agreement extending the Municipal Sustainability Initiative (MSI) funding terms until the conclusion of the program on March 31, 2022;
- Alberta Municipal Affairs – February 28, 2019 letter advising that the County of Minburn has been approved for funding assistance under the Disaster Recovery Program;
- Vegreville Sunshine Club – March 6, 2019 e-mail inviting two members of County of Minburn Council to their Community Open House on April 16, 2019 at 4:00 p.m.

ADJOURNMENT Councillor Wowdzia moved the meeting adjourn. Time 11:50 a.m.
Carried.

Reeve

Chief Administrative Officer

Recording Secretary